DSD Business Systems

Sage 100 Enhancements

J019

Date Sensitive Job Cost Reports

JC-1019

Version 7.50

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Date Sensitive Job Cost Reports User's Manual
Version 7.50

11 November, 2026

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Section A: Introduction

This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to Sage 100. For instructions on using Sage 100, refer to the appropriate Sage 100 manual, or call your Sage 100 reseller. DSD Business Systems offers excellent Sage 100 support, at an hourly rate.

Web Resources

DSD web site: **http://www.dsdinc.com**

The Enhancement page contains:

Current Release Schedule
Purchasing Information
Installation Instructions
Product Support
Enhancement Links

J019 Date Sensitive Job Cost Reports:

http://www.dsdinc.com/enh/pages/J019.htm

The product web page contains:

Product Description
Web Links
Current Product Version Table
Product Installation File Download
Product Manual in .pdf Format
Revision History
FAQ

Support

DSD provides product support through Sage 100 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is **858-550-5900**. Fax: **858-550-4900**.

For a hard error, where the program displays an error dialog, report:

Error number.
Program name.
Line number.
Program version.
Exact sequence that caused the error, including menus and menu selections.
Other pertinent information.

If leaving a message or faxing, please include:

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Your name.
Your phone number (and fax if applicable) and extension.

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system remotely or by some other to duplicate the system.

Date Sensitive Job Cost Reports Features

This Extended Solution to the standard Sage 100 Job Cost module alters existing Job Cost reports and adds a new Custom Job Cost Detail Report. The custom report data and enhanced features of existing reports are listed below:

Job Cost Code Detail Report

- Date sensitivity allowing selection of Jobs by a specified range of transaction dates
- Include future transactions in the Job-To-Date column

Job Analysis Report

- Include future transactions in the Job-To-Date column

Job Transaction Detail Report

- Print Cost Code/Cost Types that have been set up with estimate Figures but do not have any transaction activity

Custom Job Cost Detail Report

- Reflects Transaction-To-Date Cost, Job-To-Date Cost, Original Estimated Cost, Revised Estimated Cost and Projected Cost To Complete selected by Job Number, Cost Code and Transaction Date
- Available in either Standard or Enhanced layouts with Summary or Detail reporting options for the Enhanced layout
- Include future transactions in the Job-To-Date column

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Section B: Getting Started



- **If you reinstall or upgrade one of the Sage 100 modules listed in the following table, you must also reinstall this Enhancement.**
- Enhancements from different Sage Developers are generally not designed to work together. If installed together, problems are likely to occur.
- **Check with DSD before installing more than one Enhancement.**

Required Levels

Sage 100 Module	Module Required	Required Level
J/C	**Y**	7.50

Installation

1. **Back-up:** Exit all Sage 100 sessions. Back-up existing Sage 100 data.
2. **Check Levels:** Sage 100 module levels **must match** those listed above.
3. **Run Enhancement Setup Program:** Save the executable installation program (sent to you or downloaded from our website) in a convenient location on the Sage 100 server. Launch the program from Windows Explorer or by selecting Start/Run, and then browse for the file in the location you saved it. Follow on-screen instructions.
4. **Send your Sage Serial Number to your DSD Representative:** Send your Sage Serial Number to your DSD representative in order for us to send you back the encrypted keys to unlock your system. This serial number can be found in Library Master\Setup\System Configuration, Tab 3. Registration as Serial Number.
5. **Re-Start Sage 100:** Sage 100 will be updated.
6. **Unlock the Enhancement:** DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the **DSD Enhancement License Agreement and Activation** window will appear. Follow the steps shown on that window. *You can click the Help button for more detailed instructions.*

   Note: *On the next page is a screenshot of the DSD Enhancement License Agreement and Activation window.*

   After accepting the License Agreement, you can then select the type of unlocking that you'd prefer. The choices are File, Web, Demo and Manual Entry.

   File Unlock: After receiving your encrypted serial number key file from DSD, and placing that file in the MAS90/SOA directory, selecting this option will unlock all products keys contained in the file. This means you can unlock all enhancements at once using this option.

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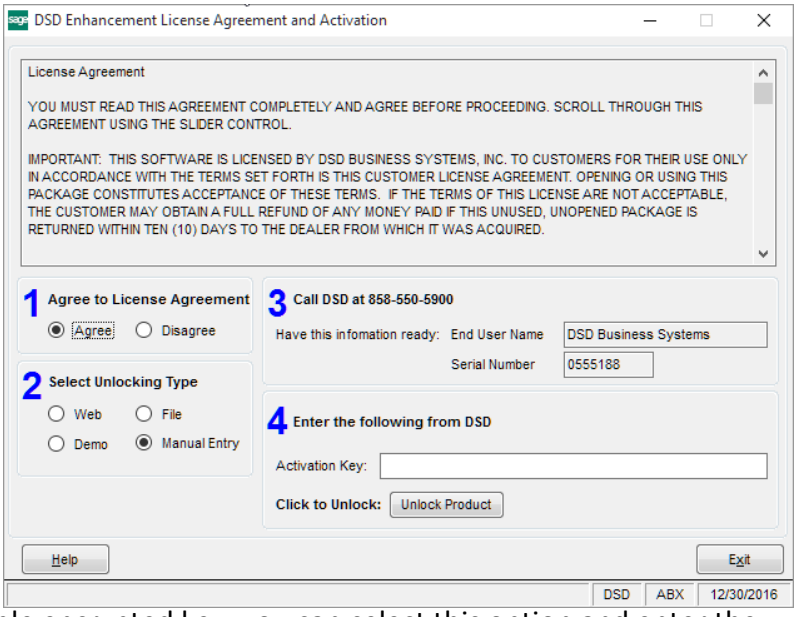
Web Unlock: If the system that is running the DSD Enhancement *has web access* and you *have sent DSD your Sage Serial number*, you can unlock the Enhancement without assistance using Web Unlock. When this option is selected, the program will attempt to download encrypted serial number key file from DSD *and then proceed to unlock all enhancements contained in the file.*

- *The Sage 100 system that is being used must have web access for this option to be effective.*
- *You can send your Sage Serial Number to your DSD Enhancements sales representative.*

Demo Unlock: If a Demo mode is available for the Enhancement you're running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

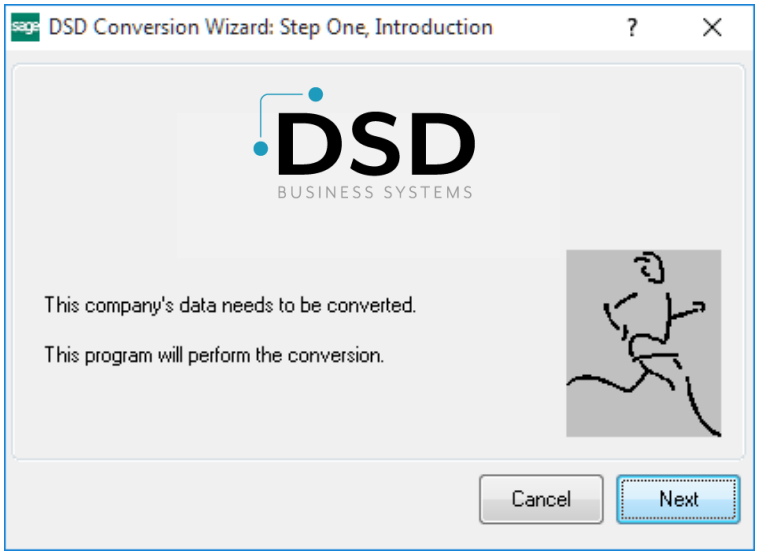
- *Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web or email access. Later, you can unlock the product fully, during business hours.*



Manual Entry Unlock: If you want to unlock a single enhancement using a single encrypted key, you can select this option and enter the 64 character key you receive from DSD by copy and paste.

Note: *You can also unlock a DSD Enhancement through the* ***DSD Enhancement Control Panel*** *found on the Library Master Utilities Menu. Then, select the Enhancement with your mouse from the list of Enhancements and click the* ***Unlock Product*** *button on the right side of the window.*

7. **Convert Data:** After unlocking, the DSD Conversion Wizard will appear. Follow on-screen instructions to complete data conversion. *You can exit the conversion program without converting data. The Enhancement will not proceed, however, until data is converted. If you enter an enhanced program and data has not been converted, the conversion program will run again.*



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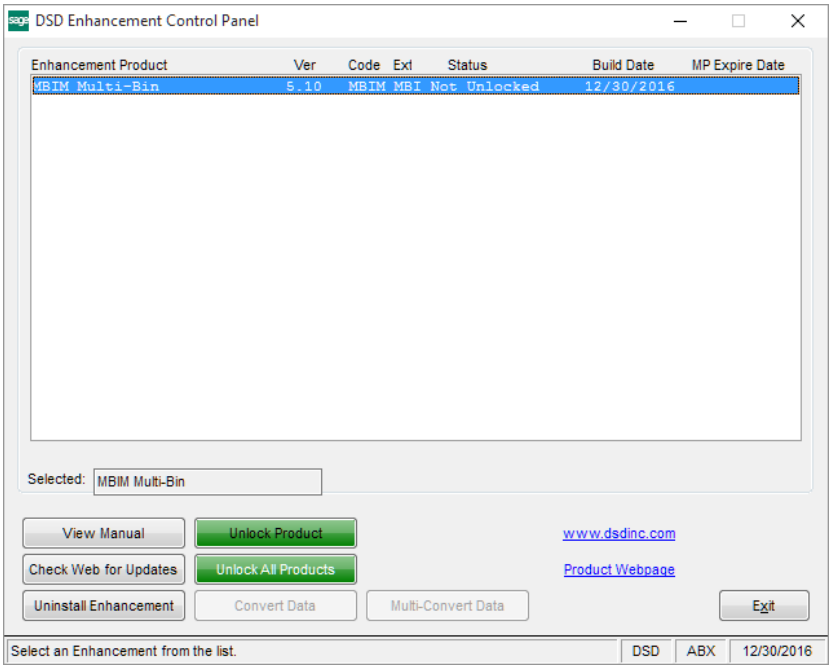
DSD Enhancement Control Panel

Starting with version 3.61, all DSD Enhancement products include DSD's Enhancement Control Panel. The **DSD Enhancement Control Panel is accessed from the Library Master Utilities menu**.



The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a Sage 100 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

View Manual: This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the Sage 100 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the "MAS90/PDF" folder and then displayed.

Check the Web for Updates: This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires an internet connection on the Sage 100 system.*

Unlock Product: This will cause the DSD Enhancement License Agreement and Activation window to appear. Using this window is described on the previous page. *This button is disabled if the selected Enhancement is already unlocked or if unlocking is not required.*

Unlock All Products: This will cause the DSD Enhancement All License Agreement and Activation window to appear. This window is similar to the one described on the previous page, but has only web and file as options to unlock. *This button is never disabled.*

Convert Data: After verification, the selected Enhancement's data conversion program will run. Data conversion is non-destructive, and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.

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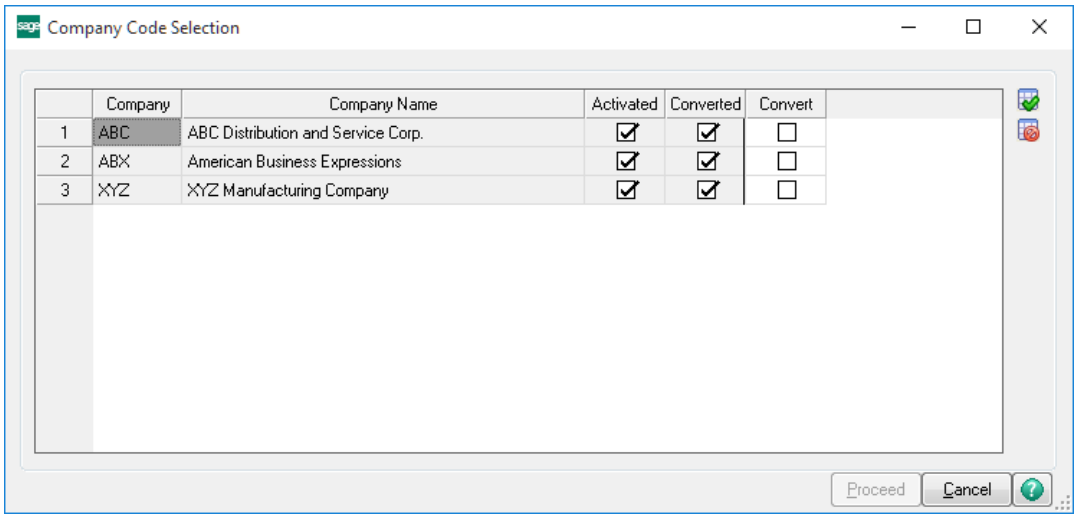
Multi-Convert Data: Multiple Companies can be converted at the same time for a given Enhancement. (*If you have a large number of Companies to convert, please do in batches of 20 or fewer due to memory limitations.)*



Help: The Help button, located at the bottom right of the window, opens an HTML help file.

Get Adobe Acrobat: Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

Uninstall Enhancement If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system. (for more information see Uninstall DSD Enhancements)

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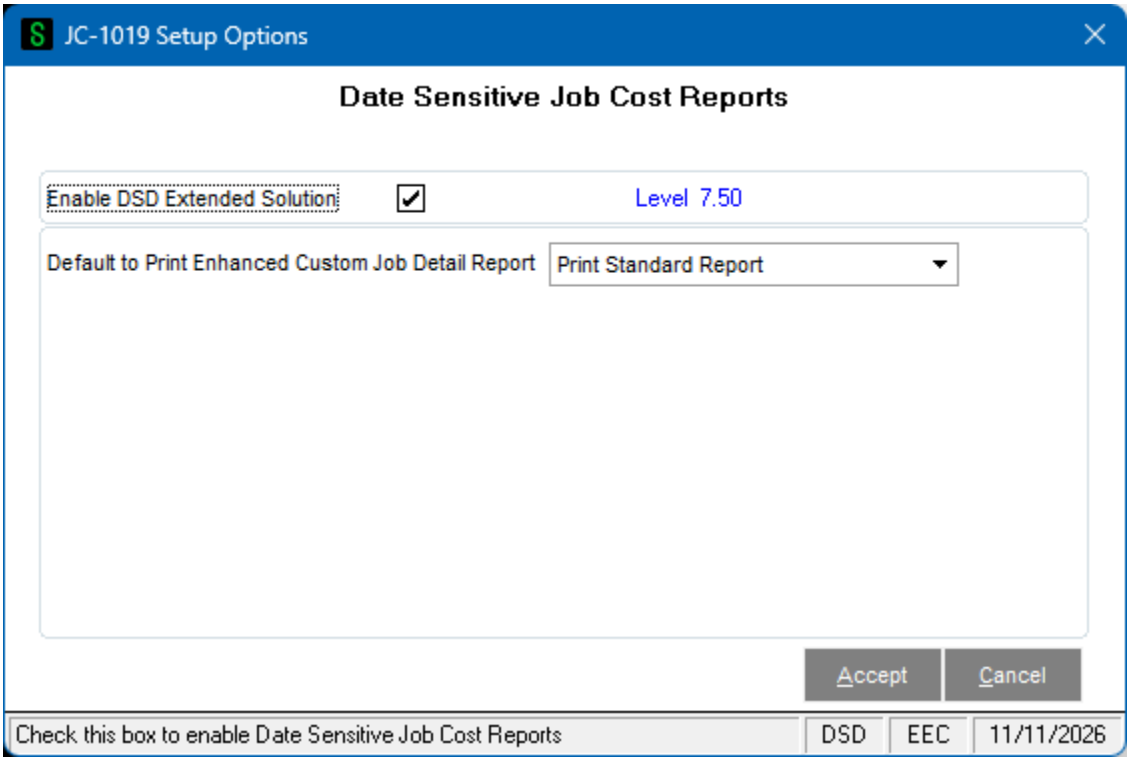
Section C: Setup

Upon completion of software installation, you will need to access the DSD Extended Solutions Setup from the Job Cost Setup menu. Select this part number and the Setup screen for this Extended Solution will appear. Check the 'Enable DSD Extended Solution' box to activate this Extended Solution.



DEFAULT TO PRINT ENHANCED CUSTOM JOB COST DETAIL REPORT: Select 'Print Enhanced Report' and the default setting for the 'Print Enhanced Report' prompt on the selection screen will be checked. Select 'Print Standard Report' to set the default setting for that question to unchecked, thereby printing the Standard layout of the report. Select 'Do Not Prompt for Enhanced Report' to prevent the 'Print Enhanced Report' prompt from appearing on the selection screen (see Operations, Custom Cost Code Detail Report - Enhanced Layout below).

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

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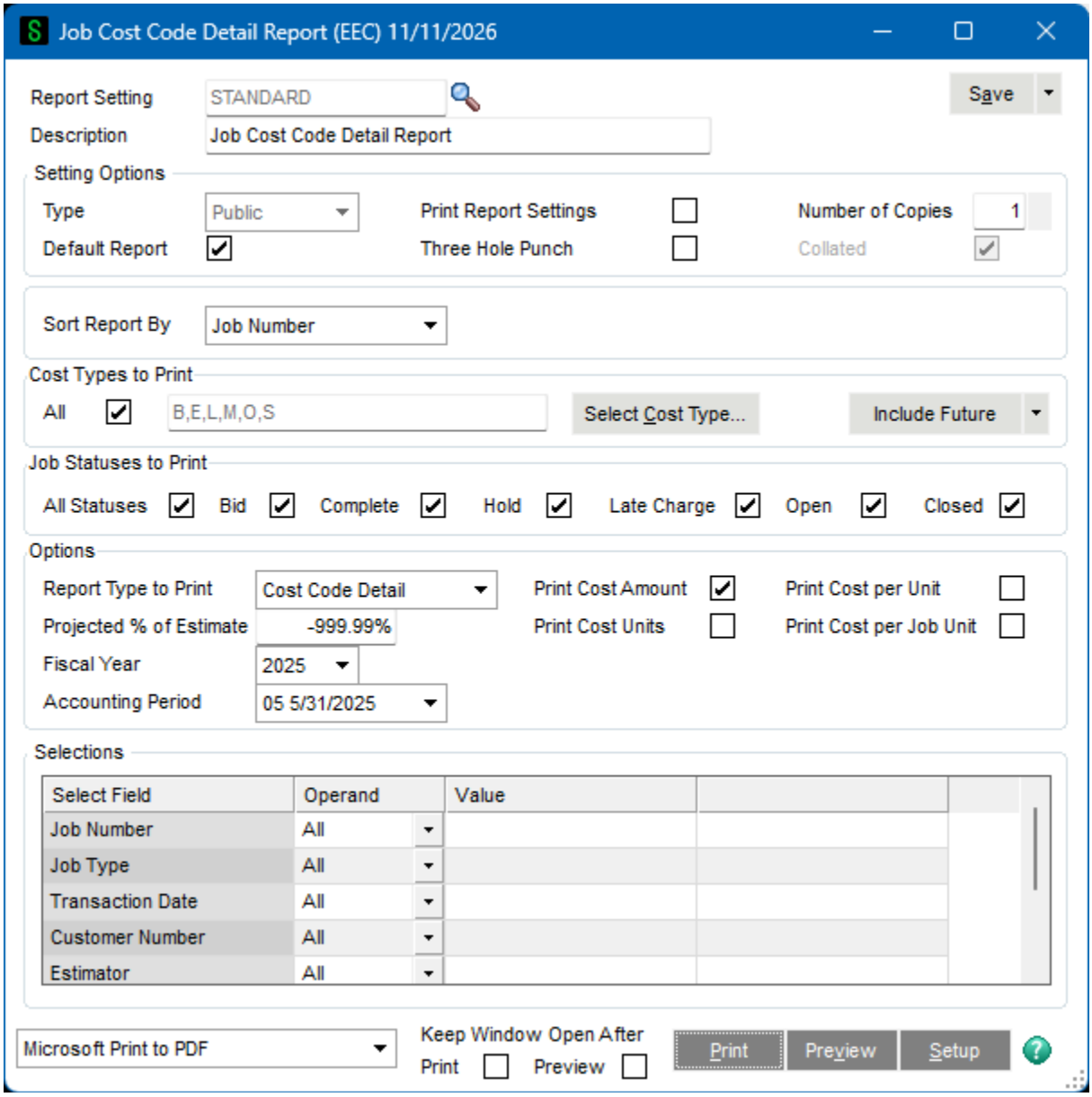
Section D: System Operations

Job Cost Code Detail Report

You now have the option to enter a range of Job Cost Transaction Detail file transaction dates in the Selections Grid. You may select to include future transactions in the Job-To-Date column by pressing the 'Include Future' button on the report selection screen. If a date range is entered, only transactions dated within the range will be included in the 'Period-To-Date' column. If you leave the 'Beginning Transaction Date' field blank, then 'Period-To-Date' information will print as it would in standard Sage 100.



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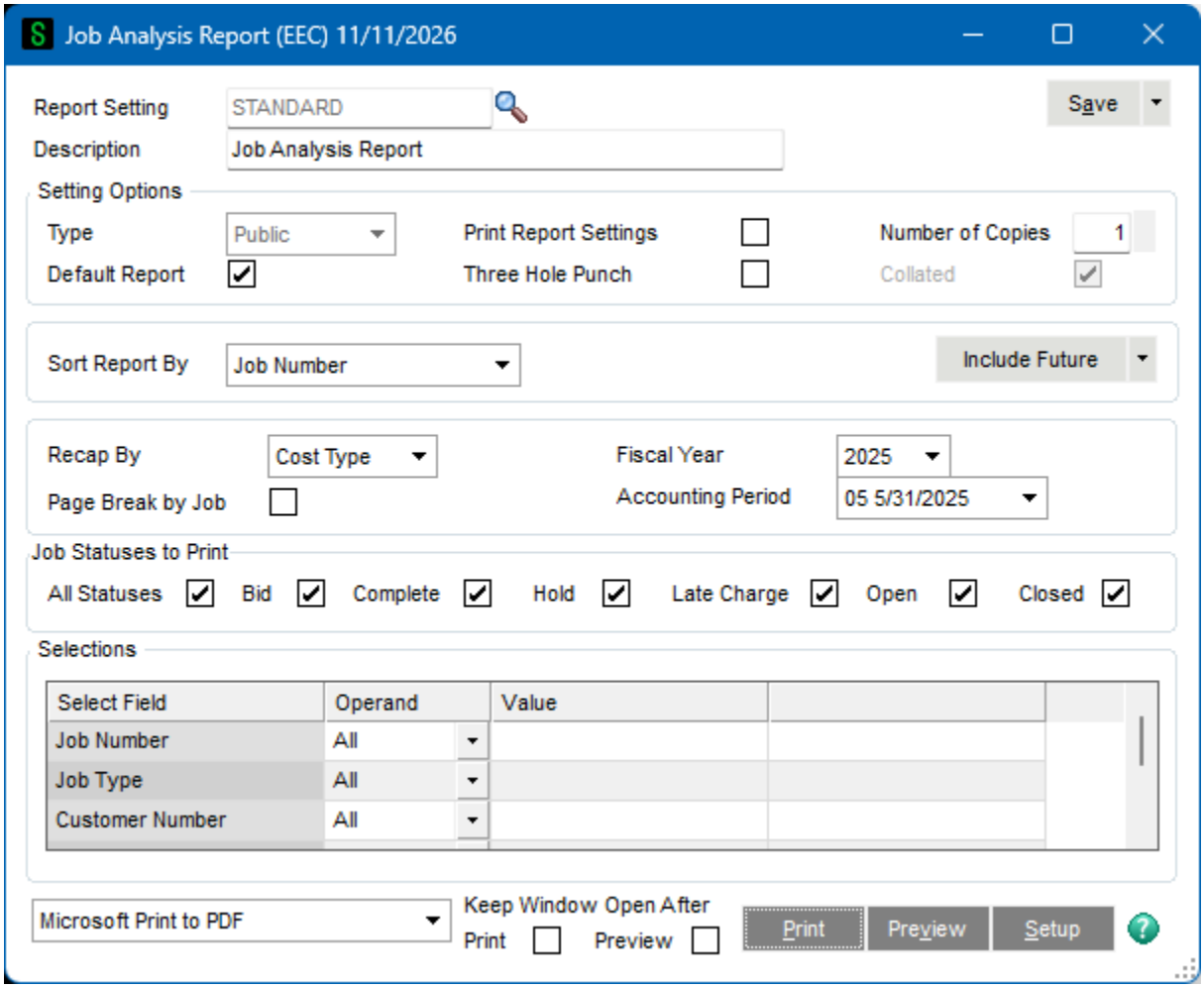
Job Analysis Report

The Job Analysis Report now has an option to include future transactions in the Job-To-Date Column, via the 'Include Future' button. It should be noted that if a Cost Type/Cost Code has no estimate information, the 'Include Future Transactions In Job to Date' prompt is set to No, and there are only future postings, then the Cost Code/Cost Type line will print all zeros.



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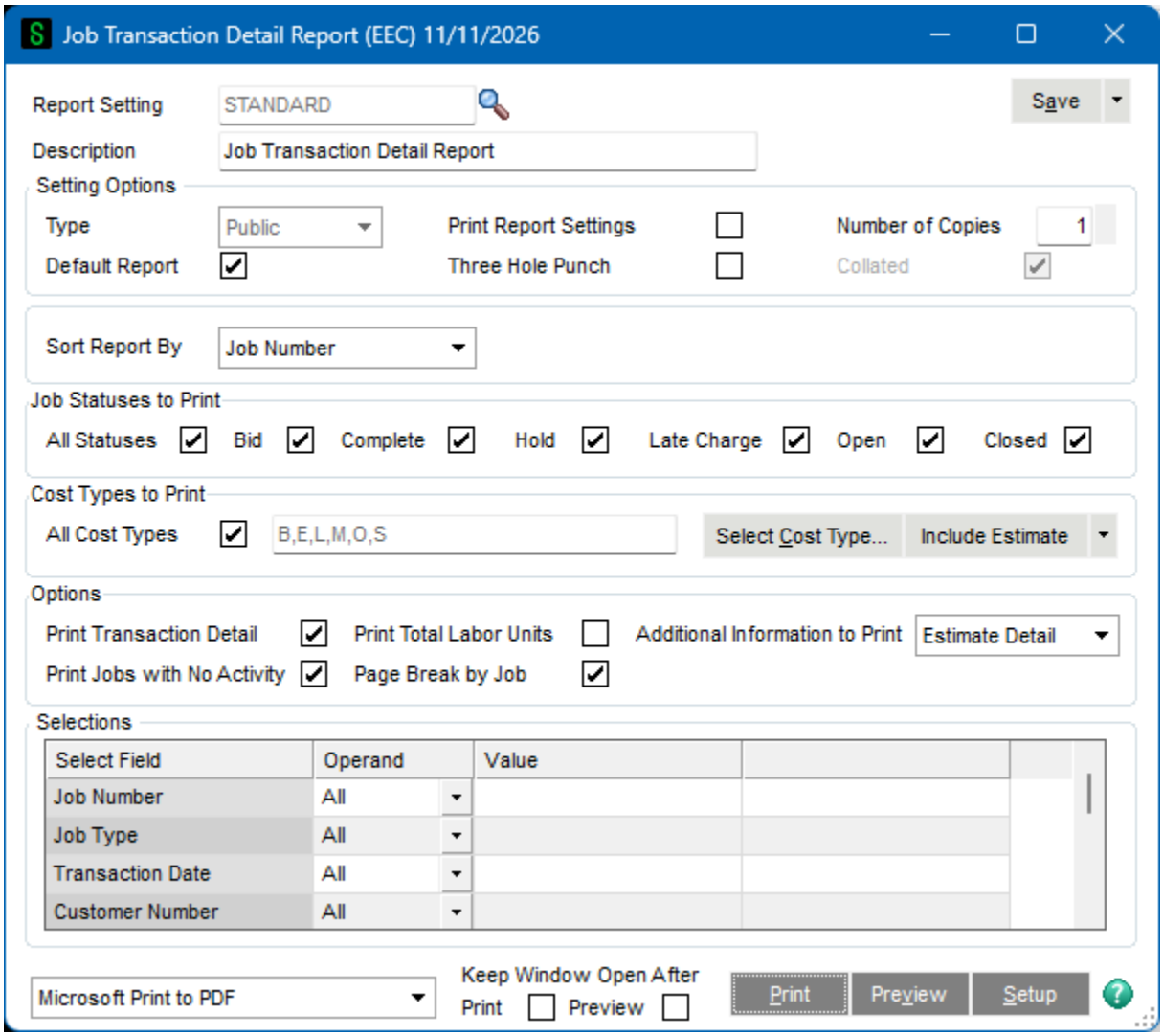
Job Transaction Detail Report

The Job Transaction Detail Report now has an option via the 'Include Estimate' button to print the Cost Code/Cost Type, Description and Revised Estimate amount for Items that do not have any Transaction Activity.



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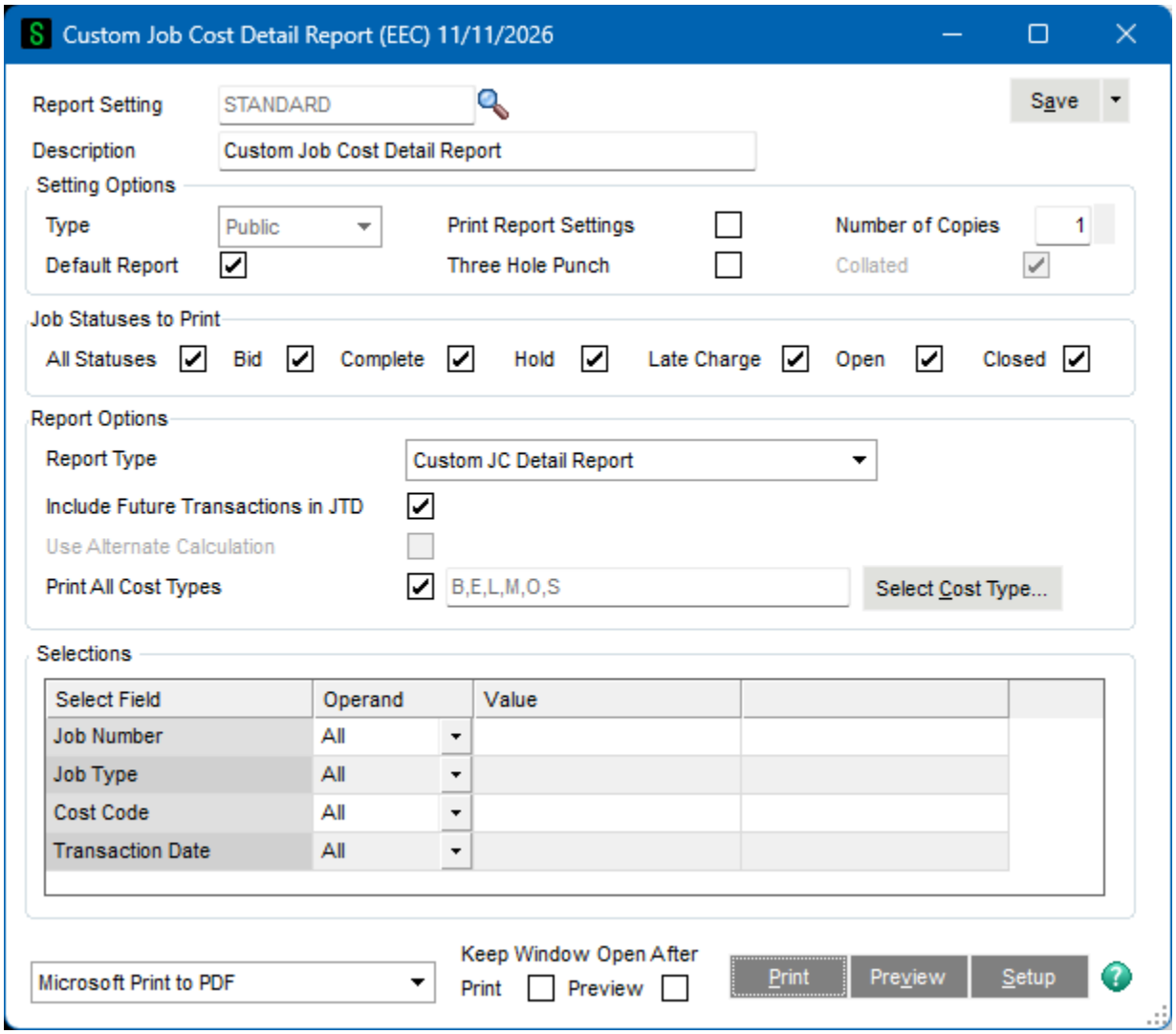
Custom Job Cost Detail Report



On the selection screen, you can enter a range of Job Numbers, Job Types, Cost Codes and Transaction Dates, a list of Cost Types, and whether to include future transactions in the Job-To-Date column. You may also select which format you would like: Standard, Enhanced Summary, Enhanced Detail or Budget Review. A check box for 'Use Alternate Calculation' has been added to the selection screen. This option is always checked for the Enhanced Summary format if the 'Include Future Transactions in Job-To-Date' box is checked. It is optional for the Enhanced Detail report and the Budget Review when the 'Include Future Transactions in Job-To-Date' box is checked. It is not available for the non-enhanced format. When this box is checked and the Percent Complete is zero, the following calculation will take place:

Job-To-Date Cost/Buyout*100

The result will print in the Percent Complete column.

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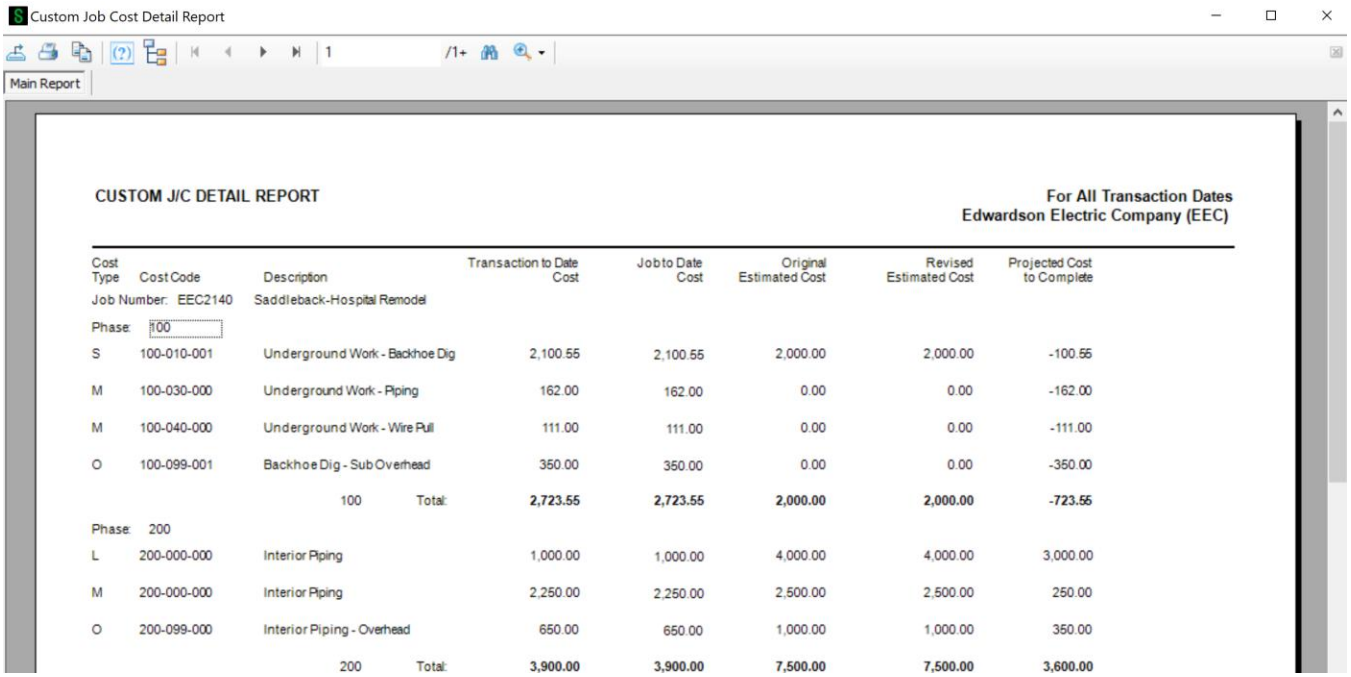

Standard Layout

When run in the standard layout, this report reflects the following data elements:

- Transaction-To-Date Cost (transactions within the selected date range)
- Job-To-Date Cost (can include future postings, if selected)
- Original Estimated Cost
- Revised Estimated Cost
- Projected Cost To Complete

The report totals by Job Number, the **first** segment of the Cost Code (called Phase) and Cost Code/Cost Type.

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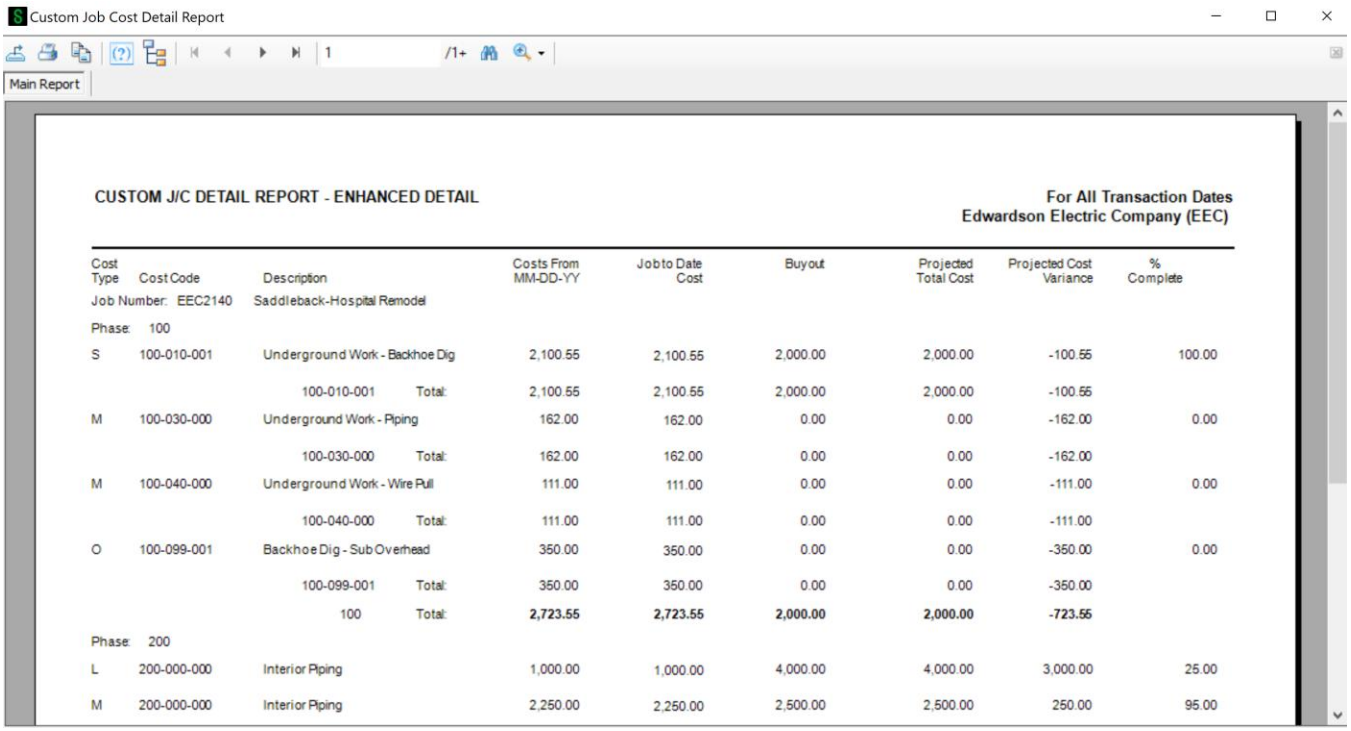
Custom Job Cost Detail Report

Main Report

CUSTOM J/C DETAIL REPORT - ENHANCED DETAIL

For All Transaction Dates
Edwardson Electric Company (EEC)

Cost Type	Cost Code	Description	Costs From MM-DD-YY	Job to Date Cost	Buyout	Projected Total Cost	Projected Cost Variance	% Complete
Job Number: EEC2140		Saddleback-Hospital Remodel						
Phase: 100								
S	100-010-001	Underground Work - Backhoe Dig	2,100.55	2,100.55	2,000.00	2,000.00	-100.55	100.00
		100-010-001 Total:	2,100.55	2,100.55	2,000.00	2,000.00	-100.55	
M	100-030-000	Underground Work - Piping	162.00	162.00	0.00	0.00	-162.00	0.00
		100-030-000 Total:	162.00	162.00	0.00	0.00	-162.00	
M	100-040-000	Underground Work - Wire Pull	111.00	111.00	0.00	0.00	-111.00	0.00
		100-040-000 Total:	111.00	111.00	0.00	0.00	-111.00	
O	100-099-001	Backhoe Dig - Sub Overhead	350.00	350.00	0.00	0.00	-350.00	0.00
		100-099-001 Total:	350.00	350.00	0.00	0.00	-350.00	
		100 Total:	**2,723.55**	**2,723.55**	**2,000.00**	**2,000.00**	**-723.55**	
Phase: 200								
L	200-000-000	Interior Piping	1,000.00	1,000.00	4,000.00	4,000.00	3,000.00	25.00
M	200-000-000	Interior Piping	2,250.00	2,250.00	2,500.00	2,500.00	250.00	95.00

Enhanced Layout

When 'Enhanced Detail' is selected, some fields from the standard layout are re-titled, new fields are added and calculations performed differently.

The enhanced report changes and data elements are as follows:

- The 'Transaction-To-Date' column is re-titled 'Costs from MM-DD-YY' (the date is the transaction starting date on the selection screen)
- 'Job-To-Date Cost' (can include future postings if selected)
- The 'Original Estimated Cost' column is re-titled 'Projected Cost Variance' (calculated as Buyout minus Projected Total Cost)
- The 'Revised Estimated Cost' column is re-titled 'Buyout'
- Percent Complete (actual percent complete from Cost Code Detail file)
- Projected Total Cost (calculation is changed as follows: If % Complete equals 0, then Projected Total Cost is Buyout minus Job-To-Date Cost. If % Complete is greater than 0, then Projected Total Cost is Job-To-Date Cost divided by % Complete)
- Cost Code Description is changed to the Job Masterfile Description
- Subtotals by Cost Code within Phase.

The report totals by Job Number, the **first** segment of the Cost Code (called Phase) and Cost Code/Cost Type (see Specific Purpose Rule). The report also subtotals within Phase.

If 'Use Alternate Calculation' is checked, then Percent Complete will perform the following calculation whenever the Percent Complete value in the Cost Code Detail file is zero:

Job-To-Date Cost/Buyout * 100

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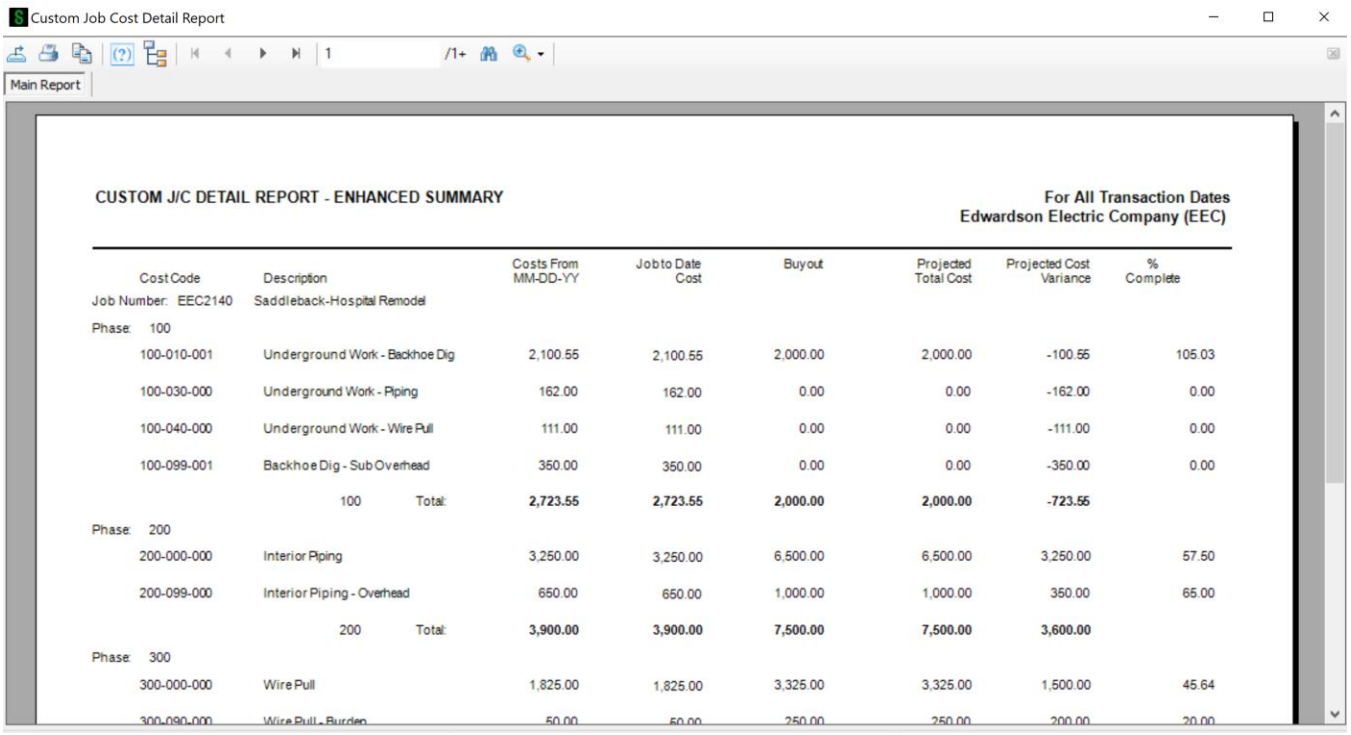

When ‘Enhanced Summary’ is selected, the report will print sub-totals within Phase only and the Percent complete column will print only if the ‘Use Alternate Calculation’ box is checked. (Figure 12)

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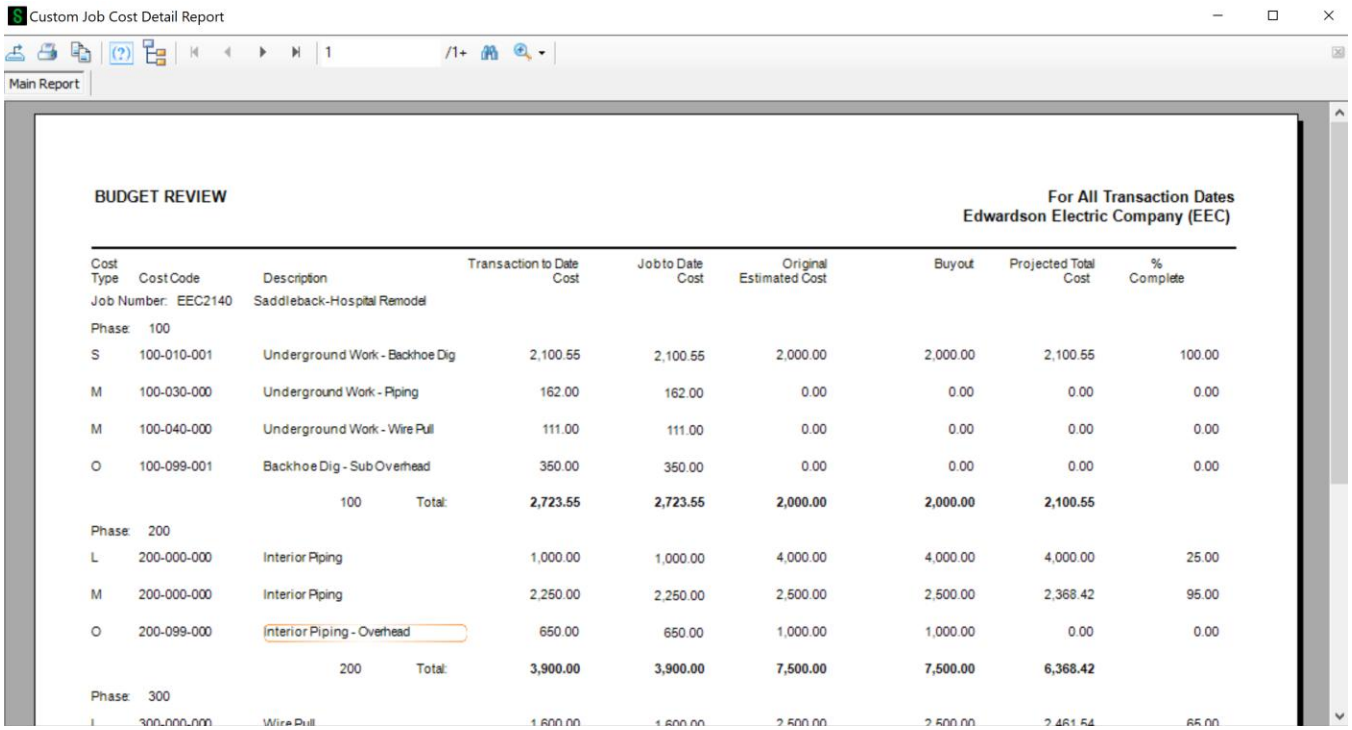

Budget Review

The Budget Review format is very similar to the non-enhanced report except for the following differences:

- It has an extra column called '% Complete'
- The 'Projected Cost to Complete' column has been replaced by the Projected Total Cost' column, which is calculated as: Job-To-Date Cost/Percent Complete
- The 'Rev. Est. Cost' column has been re-titled 'Buyout'

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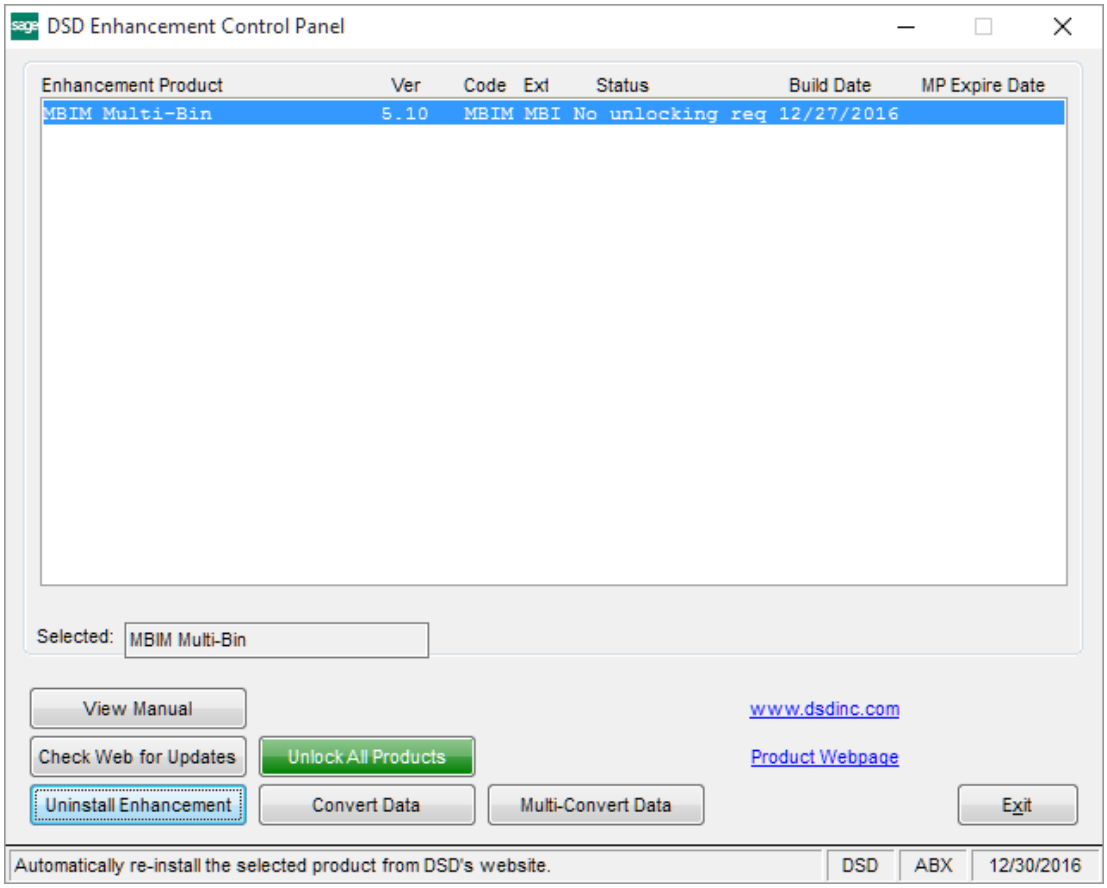
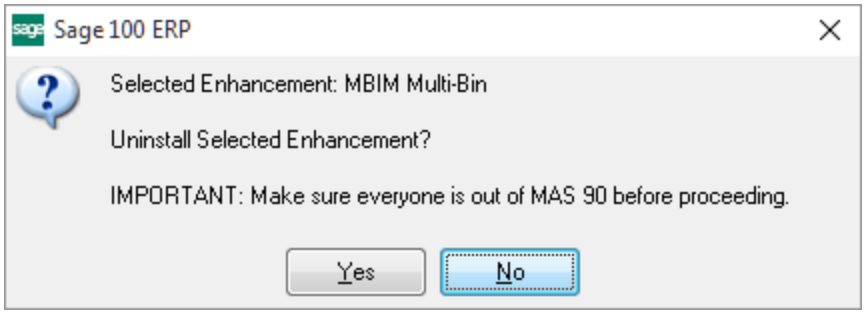
Section E: Uninstall DSD Enhancements

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your Sage 100 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.



When accessing the **DSD Enhancement Control**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:



Select **No** to exit the Uninstall Process.
Select **Yes** to continue with the Uninstall Process.

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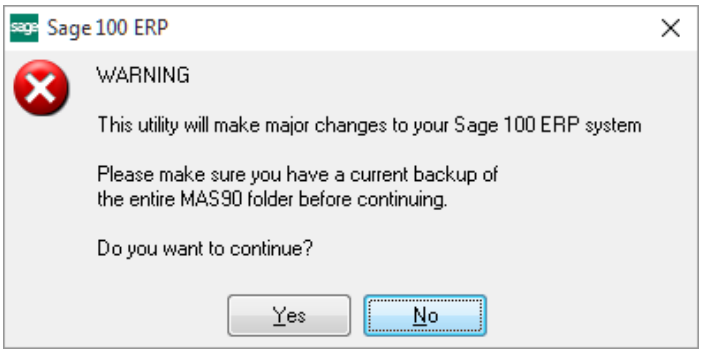
The following message box will appear, to remind you that a complete backup of your entire Sage 100 system should be completed prior to uninstalling a DSD product.



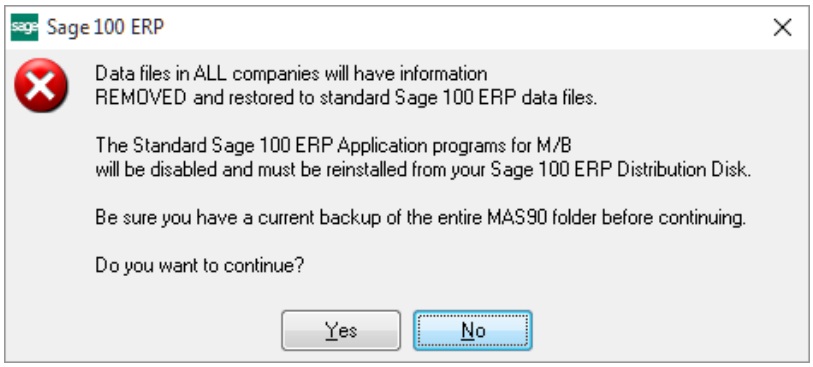
Select **No** to exit the Uninstall Process.
Select **Yes** to continue with the Uninstall Process.

After the Uninstall of the DSD Enhancement, you MUST reinstall certain standard Sage 100 modules, followed by reinstallation of Product Updates and Hot Fixes, if applicable.

A message box will appear, and will display which of those specific Sage 100 modules you must reinstall afterwards.

Select **No** to exit the Uninstall Process.
Select **Yes** to continue with the Uninstall Process.

The following message box will appear, displaying the final warning message.



Select **No** to exit the Uninstall Process.
Select **Yes** to continue with the Uninstall Process. At this point, the DSD Enhancement will be removed from the Sage 100 system.

After completion of the Uninstall, the following message box will appear. Select OK to continue.

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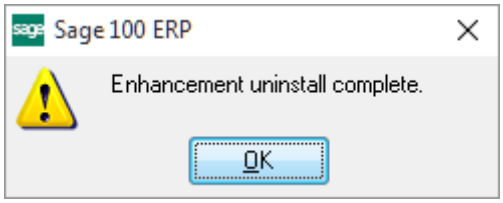

Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard Sage 100 modules
- Reinstall the latest Sage 100 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard Sage 100 module(s).

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