



**DSD**  
BUSINESS SYSTEMS

# **DSD Business Systems**

MAS 90/200 Enhancements

J095

Bill Rate Specified by Job No/Employee/Cost Code

JC 1095

Version 4.40



**Sage Software  
Development Partner  
GOLD**

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Bill Rate Specified by Job No/Employee/Cost Code User's Manual  
Version 4.40

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## Section A: Introduction

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This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to MAS 90/200. For instructions on using MAS 90/200, refer to the appropriate MAS 90/200 manual, or call your MAS 90/200 reseller. DSD Business Systems offers excellent MAS 90/200 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*

J095 Bill Rate Specified by Job No/Employee/Cost Code:

<http://www.dsdinc.com/enh/pages/J095.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 MAS 90/200 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:

*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 with Symantec PCAnywhere or by some other means access or duplicate the system.

### ***Bill Rate Specified by Job No/Employee/Cost Code Features***

This DSD Extended Solution to the Job Cost module adds the ability to maintain a new Bill Rate in Employee Bill Rate Maintenance and Job Masterfile Maintenance by Job Number/ Employee Number/Cost Code. This Bill Rate is used in calculations for Billing Selection and Billing Data Entry upon line creation.

## Section B: Getting Started

### CAUTION

- **If you reinstall or upgrade one of the MAS 90/200 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.**
- **Do not install this Enhancement on MAS SQL Systems.**

### Required Levels

MAS 90/200 Module	Module Required	Required Level
J/C	Y	4.40
P/R	Y	4.40

### Installation

1. **Back-up:** Exit all MAS 90/200 sessions. Back-up existing MAS 90/200 data.
2. **Check Levels:** MAS 90/200 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 MAS 90/200 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 MAS 90/200:** MAS 90/200 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.

**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 MAS 90/ 200 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.

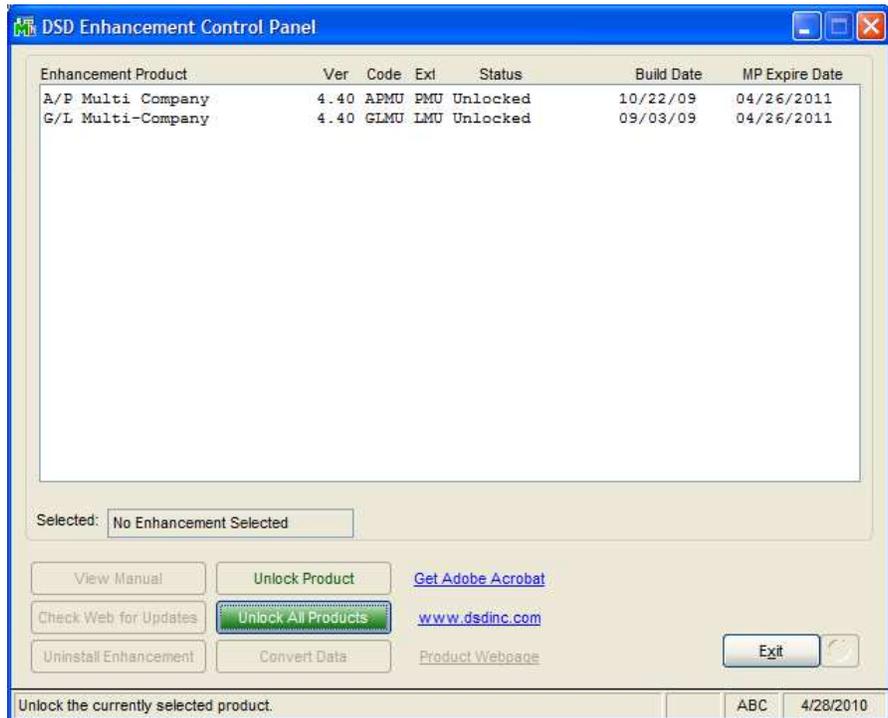
**Note:** You can also unlock a DSD Enhancement through the **DSD Enhancement Control Panel** found on the **Library Master Utilities Menu**. Then, select the Enhancement with your mouse from the list of Enhancements and click the **Unlock Product** button on the right side of the window.

7. **Convert Data:** After registration, the Data Conversion window 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.*

## 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 MAS 90/200 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.

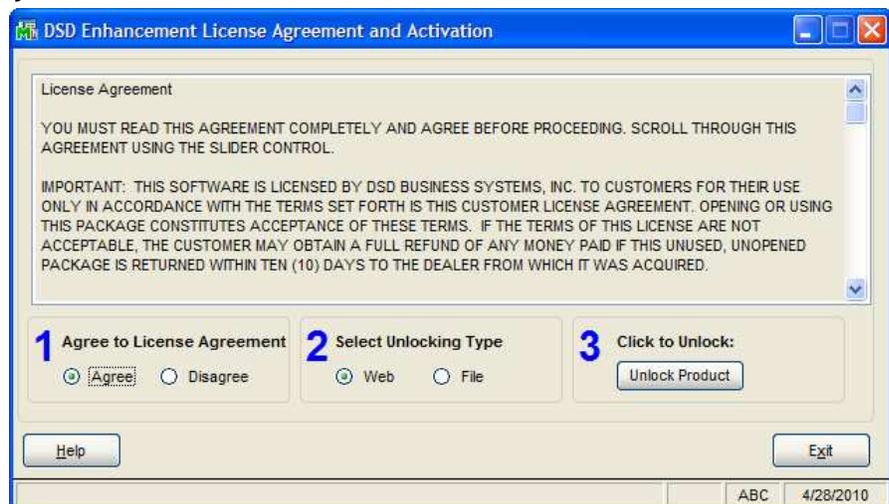


**View Manual:** This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the MAS 90/200 system. If the file is not present, and the system has web access, the 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 ftp web connection on the MAS 90/ 200 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.*

**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 Enhancements 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.

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

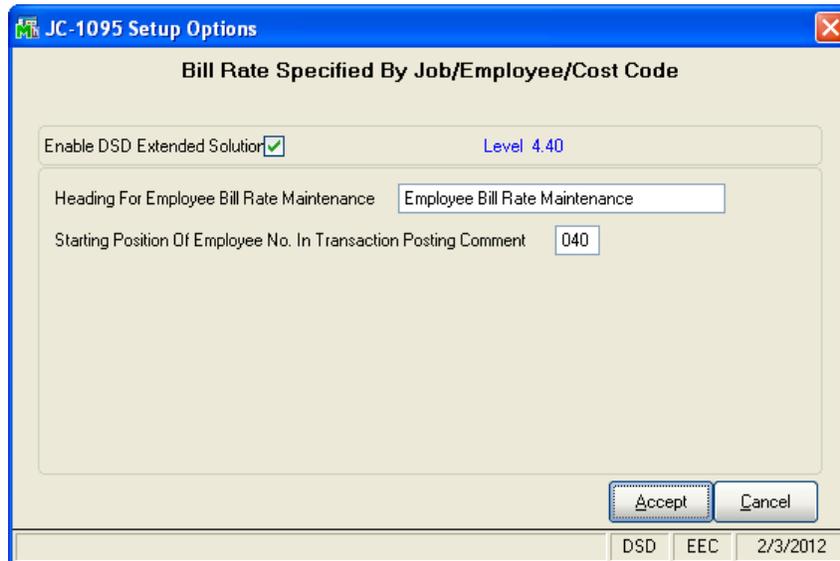
**Get Adobe Acrobat:** Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

**Uninstall Enhancement** If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system.

There are also links to the DSD website and the Enhancement page on that site.

## 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.



Answer the following prompts:

**Heading For Employee Bill Rate Maintenance:** Enter the heading for 'Employee Bill Rate Maintenance' that will appear in the Job Cost Setup.

**Start Position of Employee No. in Transaction Posting Comment:** This option allows you to maintain the offset (beginning) position of the Employee Number in the Transaction Posting Comment. For standard Payroll postings, you should enter '40'

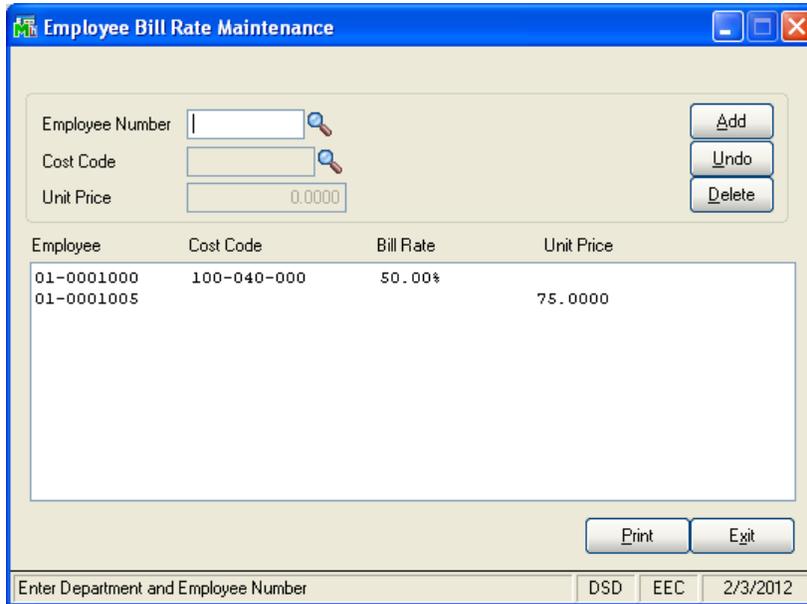
If this Extended Solution has not previously been added to a menu, a pop-up screen will be presented asking if you would like this Extended Solution automatically added to the selected menu. Answer 'NO' if you wish to use Menu Maintenance to add the program to a different menu of your choice.

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

## Section D: System Operations

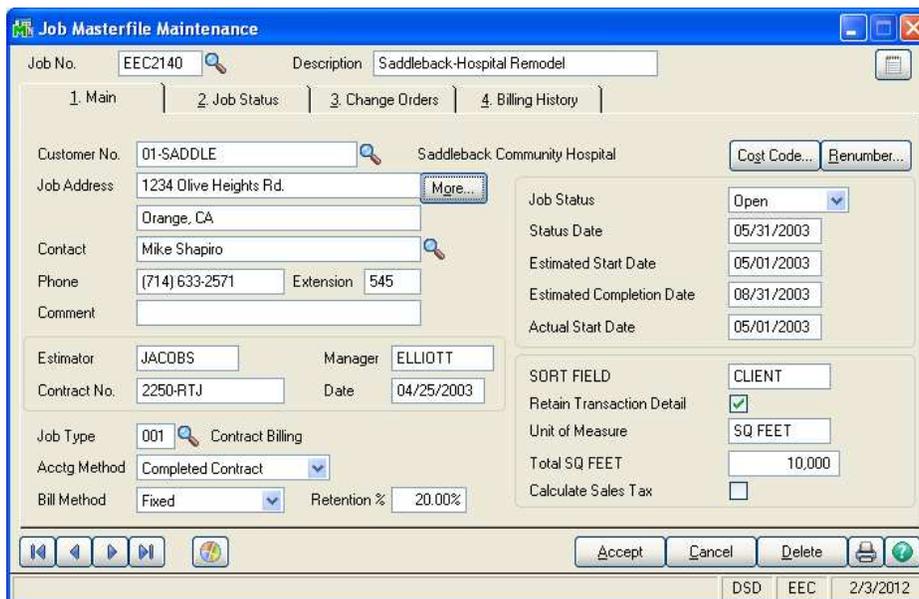
### Employee Bill Rate Maintenance

You can maintain the new Bill Rate through the menu option 'Employee Bill Rate Maintenance' on the Job Cost Setup menu. Bill Rates can be set up by Employee Number/Cost Code. No Cost Code needs to be entered (see hierarchy chart below).



### Job Masterfile Maintenance Menu

Click the 'More' button to access 'Employee Bill Rate Maintenance'.



Job specific Bill Rates can be set up by Employee Number/Cost Code. No Cost Code needs to be entered (see hierarchy chart below).

Employee	Cost Code	Bill Rate	Unit Price
01-0001000	100-020-000	65.00%	
01-0001005			85.0000

**Bill Rate Calculation & Usage**

The new Bill Rate specified is used as part of calculations in Billing Selection and Billing Data Entry during line creation. All transactions with a Cost Type of 'L' (labor) posted from Payroll or TimeCard will search for Bill Rate entries, using the hierarchy chart below, and use the acquired bill rate for calculations during Job Billing Selection and Job Billing Data Entry.

Bill Rate Hierarchy:

1. Record exists for the Job Number, Employee and Cost Code.
2. Record exists for the Job Number and Employee.
3. Record exists for the Employee and Cost Code.
4. Record exists for the Employee.
5. No specific record exists, standard MAS 90 MAS 200 processing resumes.

**Visual Integrator**

The files listed below have been added or changed in the Data Dictionary by this Extended Solution for Report Master/Visual Integrator purposes.

**New File:**  
JC.BILLRAT

**Field:**  
All Fields

The Data Dictionary may contain other files and data fields that are not available without their corresponding Sage Extended Solutions installed.

**OBDC**

The files listed below have been added or changed in the Crystal Dictionaries by this Extended Solution for Crystal Reports purposes.

<b>File:</b>	<b>Description</b>	<b>Field:</b>
JC_BR	Bill Rate By Job Employee CC	All Fields

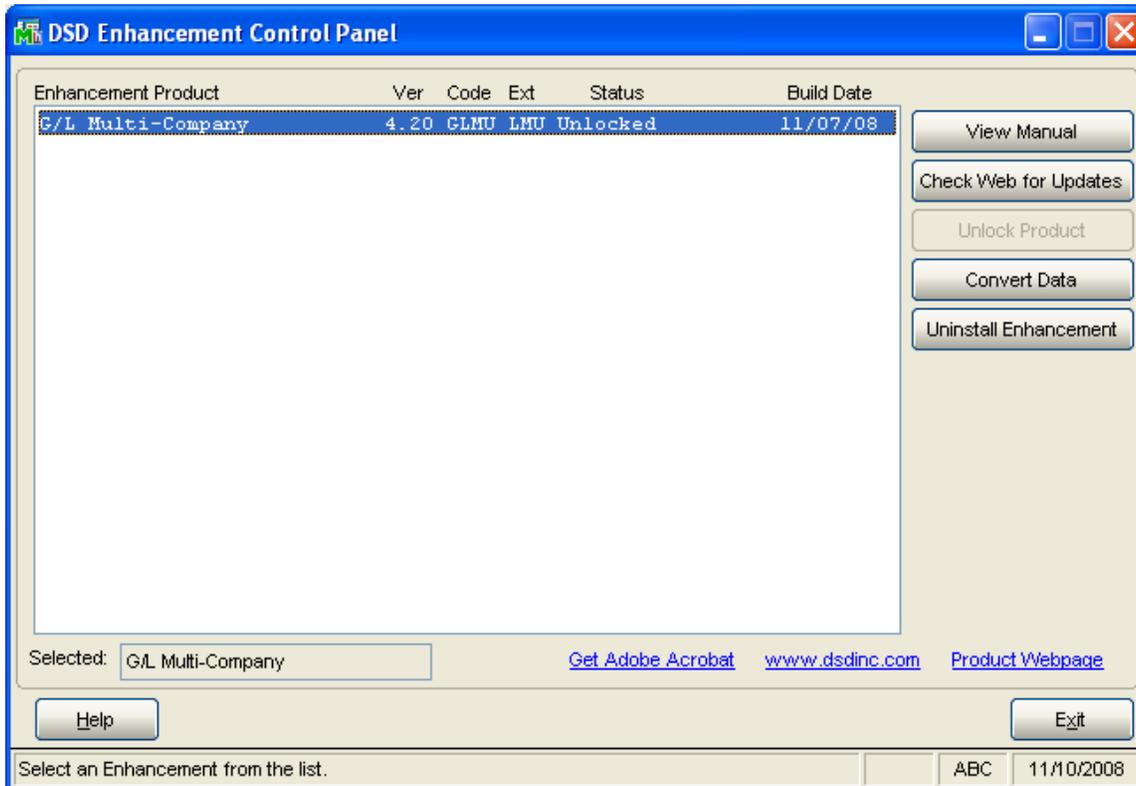
Be aware that the Crystal Dictionaries may contain other files and data fields that will be unavailable without their corresponding Extended Solutions installed.

**Helpful Hints**

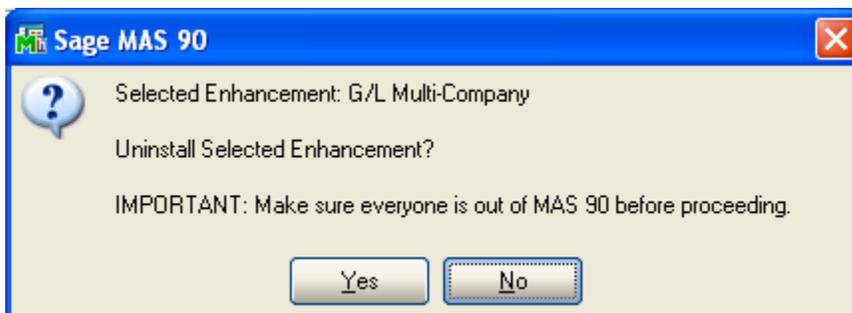
- This Extended Solution does not affect any other screens or reports in Job Cost other than those specified under 'Operations' in this manual.

## Section E: Uninstall DSD Enhancements

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your MAS 90/200 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.

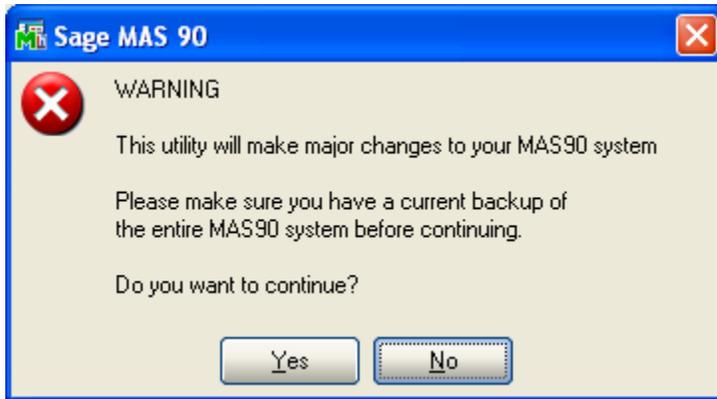


When accessing the **DSD Utility Suite**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:



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

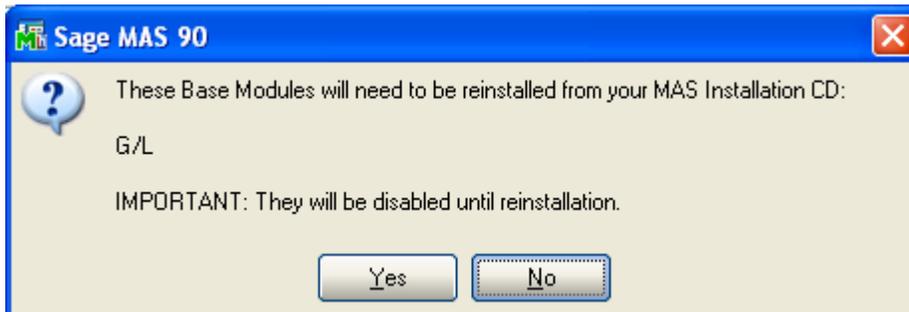
The following message box will appear, to remind you that a complete backup of your entire MAS90 system should be completed prior to uninstalling a DSD product.



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 MAS 90/200 modules, followed by reinstallation of MAS Service Packs / Updates, if applicable.**

The following message box will appear, and will display which of those specific MAS 90/200 modules you must reinstall afterwards.

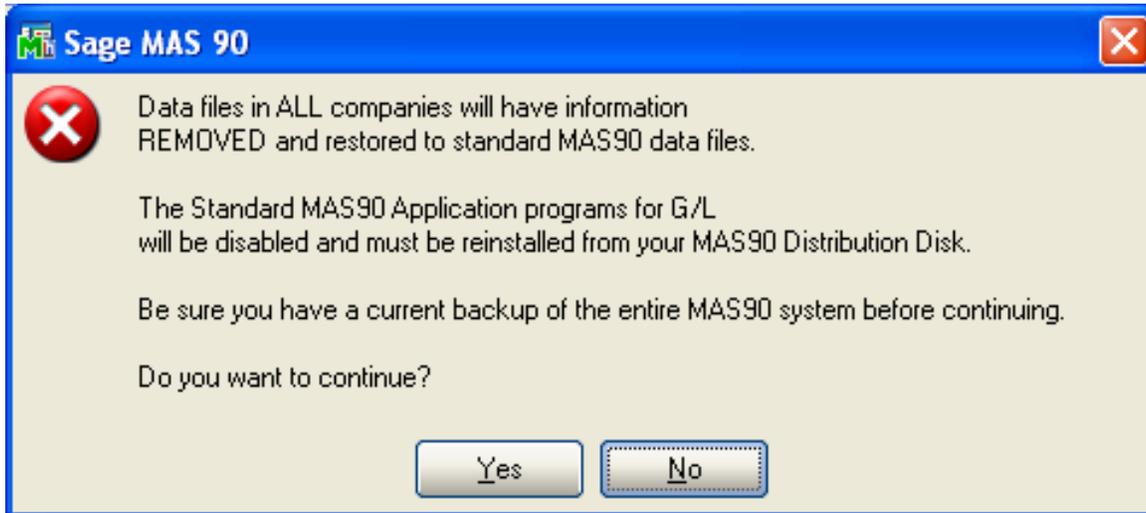


Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

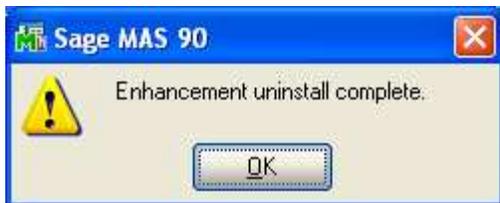
The following message box will appear, displaying the final warning message.

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 MAS 90/200 system.



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



Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard MAS 90/200 modules
- Reinstall the latest MAS 90/200 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard MAS 90/200 module(s).

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## Fax Transmittal Form

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To:	<b><i>DSD Business Systems Customer Service</i></b>		Fax:	<b><i>858/550-4900</i></b>
From:	Name:		Phone:	
	Company:		Fax:	
Date:	/ /	# Pgs Including this Page:		
Subject:	Check One: <input type="checkbox"/> Product Problem <input type="checkbox"/> Suggestions			
Product:	<b><i>J095 Bill Rate Specified by Job No/Employee/Cost Code</i></b>		Version:	<b><i>4.40</i></b>

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