

### Compatibility

#### Adagio

BankRec 9.2A (2017.07.20) Console 9.1A - 9.2B DataCare 9.2A EFT 9.3A ePrint 9.2A DocStore 9.3A GridView 9.1A - 9.2B Inventory 9.2A (2017.06.08) JobCost 8.1D (2014.09.12), 9.2A Lanpak 9.3A Ledger 9.1A - 9.3A MultiCurrency 9.2B ODBC 9.1A, 9.2A PurchaseOrders 9.2B (2016.11.29), 9.3A Time&Billing 8.1D - 9.2A

Other Updates (if used) must be at version or higher

Receivables 9.2A (2016.10.13) OrderEntry 8.1F (2015.02.27) Invoices 9.1A (2014.10.16) SalesAnalysis 9.1A (2014.10.21) SalesCQ 8.1C (2015.02.26)

#### Other

MS Office 2007/10/13/16, 365 MS Windows 7 (SP1), 8, 8.1, 10 MS Server 2012 or higher Crystal Reports® 2013 - 2016 (requires Adagio ODBC 9.1A)

#### Note

The most up-to-date compatibility information is on the Product Compatibility Info link at www.softrak.com.



# Adagio<sup>®</sup> Payables 9.3A (2018.02.01)

Upgrade Complexity from 9.2B

Easy •

# **Enhancements in Payables 9.3A**

If you have the 9.3A version of Ledger, Payables, OrderEntry, PurchaseOrders or GridView, after installing Payables 9.3A (2018.02.01), a File Data Integrity error may be reported in the "Adagio Document Storage" file by the Data Integrity Check (DIC) in any of the modules and DataCare. This error will not cause any problems. It can and should be rebuilt by the DIC in any of the modules or DataCare. After the rebuild, the error will no longer be reported by any module.

- Adagio Payables 9.3A (2018.02.01) is compatible with and required if future release of Adagio Receivables 9.3A is used.
- In Payables 9.2B and 9.3A the EFT tab did not appear when a vendor was edited from within batch entry.
- In Vendor Edit the F11 key was not invoking attach (paperclip) button to attach documents for DocStore.
- The Account Set for a MultiCurrency vendor could be changed in a rare case. This is now prevented.
- When viewing PDF transactions for PurchaseOrders in the Edit/View Vendors functions, Next / Previous did not display documents correctly.
- The Browse for EFT Payments path in Edit EFT Providers was not remembering the last subfolder in the path.
- Editing the Next Sequence number in an EFT Provider now enforces the maximum of '9999'.
- When a user was on the Print Manual Checks dialog screen, other users could not create or post batches.
- Cash Invoice attachments in DocStore are now treated like invoices.
- The Document Number for Cash Invoice attachments in DocStore was blank.
- Double-clicking the paperclip button or clicking it a second time when the Open PDF dialog was already open caused an error message. This is now prevented.
- If you deleted a DocStore attachment immediately after adding it (for example if you attached the wrong document) an error was displayed.
- Duplicate PDFs were added to DocStore for additional forms when checks were printed. Additional forms are no longer added to DocStore.

If a DocStorage Form is specified on the Bank, it will be the attachment. Otherwise:

- For printed checks, the printed Check specification will be attached.



- For EFT:

a) if the Bank is set up with a Check specification or a Check specification is selected on the EFT Check Run window, a copy of the Check will be attached, or

b) if there is no Check specification set on the Bank or selected during the EFT run, an Additional form set on the Bank will be attached, or

c) if there are no Additional form specifications defined on the bank and the Check specification is left blank on the Bank and on the EFT Check Run window, nothing will be attached.

- The message "There are no batches to post in the selected range" was displayed if you attempted to post a batch while another user was editing it. The message now says "Unable to post as batch [n, n] is currently being accessed by user [nnn]."
- If duplicate check numbers were entered (incorrectly) when voiding checks, the Check Register reported invoices paid for the wrong vendor.
- The Doc Link column on the Payments grid in System Checks showed blanks instead of 'Linked' when there was a DocStore PDF attached.
- Printing and clearing the Archive Batch Status report cleared the Open batches, not the Archive batches.
- The recoverable tax on the Reconciliation Posting Journal is now being shown correctly.
- Creating an Archive batch in Payables 9.2B or 9.3A used the Next Batch Number for Current batches. This resulted in an error when creating a new Archive batch in some cases and there was a gap in batch numbers for Current batches.
- The Data Integrity Check error for duplicate documents in manual check batches stated the error was in an invoice batch.
- When importing invoice batches with validation for an import file with errors, if you cancelled before viewing all the errors, then imported another batch with errors, there were data integrity errors.
- If a vendor name was changed by importing vendors, a new DocStore folder for the vendor was created instead of renaming the existing folder to the changed vendor name.
- The EFT Trans Type field was always imported as blank.

### Enhancements and revisions in earlier versions

Refer to the Readme help file for details of enhancements and revisions in earlier versions or Change Log under <u>Documentation</u> for this module on Softrak's web site.

## Installing

To install Adagio Payables you need the serial number and install code from the download instruction email sent to you by Softrak Systems.

If you are installing an upgrade, you need the upgrade serial number and install code from the download instruction email. A previous version of Adagio Payables should already be installed on your computer before installing the upgrade. If a previous version is not already installed, you can still install the upgrade. After entering the upgrade serial number and install code, you will also have to enter the serial number and install code from a previous version.



### Read the section 'Upgrading" sections below before installing an upgrade.

To install Adagio Payables or an upgrade, run the program file you downloaded. Once the install program is running, you can click the View button for detailed installation instructions in the Readme help. If Adagio Payables is installed on a network, you may also need to do a workstation install at each station running Adagio Payables.

To determine if a workstation install is required, start Adagio Payables at the workstation. The workstation install will be automatically started if required. Note: If you are updating multiple applications at the same time, it may be faster to run the All Workstation install to update all applications at once on the station. Refer to "Installing on a Network" in the Readme for instructions.

**Installing Payables 9.3A may cause a workstation install to be required for other Adagio 9.2A modules on other stations.** When the first such module (or Payables) is run, it will trigger the workstation install. One and only one workstation install, for the first module run, will be required on each station.

Adagio Payables 9.3A **requires these versions** or higher of the following modules (if used). **Earlier versions of these modules will not open or may open but will not work if Payables 9.3A data is present, with errors resulting**. Payables 9.3A also requires certain versions of other modules (if used) that are not listed here. See the compatibility information at the top of this release note.

BankRec 9.2A (2017.07.20) EFT 9.3A DataCare 9.2A Inventory 9.2A (2017.06.08) Invoices 9.1A (2014.10.16) JobCost 8.1D (2014.09.12) Lanpak 9.3A MultiCurrency 9.2B OrderEntry 8.1F (2015.02.27) PurchaseOrders 9.2B (2016.11.29) Receivables 9.2A (2016.10.13) SalesAnalysis 9.1A (2014.10.21) SalesCQ 8.1C (2015.02.26) Time&Billing 8.1D

If you are using Adagio DocStore, Ledger must be version 9.2B (2017.02.18) or higher before attached document links are sent to the GL. If you are using Adagio DocStore, you must retrieve any Payables batch in Ledger before posting in Payables 9.3A to ensure attached document links are sent to the GL.

The data structure was changed and expanded significantly for the Payables 9.2B release. The internal database version changed for 9.3A. Programs from Adagio Developer Partners (ADPs) that read or write the Payables data may require a compatibility upgrade. Check with the developer or your Adagio dealer to ensure an upgrade is available <u>before</u> installing or upgrading to Payables 9.3A.

Adagio Payables 9.3A requires a significant database conversion from versions earlier versions than 9.2B. You should perform a Data Integrity Check in your current



version of Payables <u>before</u> installing the new version and converting your database. Any errors should be rebuilt or dealt with in your current version to ensure a successful conversion.

If you have custom reports and/or views for Payables, they will require conversion and adjustment for use with 9.3A if you did not already update them for 9.2B. If you have custom reports for Payables created in Crystal Reports 8.5 for Adagio, they will require conversion and adjustment for use with 9.3A. Likewise, if you have custom reports for Payables 9.2A created in Crystal Reports 2011/2013/2016, they will require conversion and adjustment for use with 9.3A. You should not install the upgrade or convert Payables data until you have a plan in place to update any custom reports and views critical to your operation. See the sections below on converting reports and views for details.

If you have the 9.3A version of Ledger, Payables, OrderEntry, PurchaseOrders or GridView, after installing Payables 9.3A (2018.02.01), a File Data Integrity error may be reported in the "Adagio Document Storage" file by the Data Integrity Check (DIC) in any of the modules and DataCare. This error will not cause any problems. It can and should be rebuilt by the DIC in any of the modules or DataCare. After the rebuild, the error will no longer be reported by any module.

# Upgrading

Upgrading from 9.2B

Upgrade Complexity: Easy •

Adagio Payables 9.3A does a minor database conversion from Payables 9.2B. It converts the import / export template files. You can convert your Payables database at any time.

If you are using Adagio DocStore, you must retrieve any Payables batch in Ledger before posting in Payables 9.3A to ensure attached document links are sent to the GL. In addition, Ledger must be version 9.2B (2017.02.18) or higher before attached document links are sent to the GL.

If you are using Adagio DocStore it is imperative the DocStore database be included with all backups of your Payables database. All backup zip files created by the File | Backup functions in Payables include the DocStore database. In Adagio DataCare the DocStore database is backed up by Jobs checking 'Adagio Common Files' with the 'Include in backup' option enabled. For a manual backup include all data files beginning with "SD".

### **Upgrading from 9.2A**

Upgrade Complexity: Intermediate

Adagio Payables 9.3A is a major upgrade, containing many changes and new features. It is very important to review the information below before installing the upgrade.

Adagio Payables 9.3A **requires compatibility upgrades or Service Packs to several other Adagio modules**. See the list above and check the compatibility chart. Do not install Payables 9.3A until you are certain you have all the compatibility releases required at your site available to be installed. This includes third-party products from Adagio Developer Partners that interface to Adagio Payables. You must check with the developer of the product or your Adagio dealer to be certain you can install Payables 9.3A.



Adagio Payables 9.3A requires a database conversion from earlier versions. You can convert your database at any time. To start the conversion, open your current database for the first time in Payables 9.3A. A warning is displayed indicating the database will be converted and a backup must be made. The program allows you to make a backup before proceeding with the conversion if you have not already done so.

The conversion to 9.3A could take several minutes or longer for large databases on a LAN where the data is on a network drive. For very large databases, you may want to copy your database to a local machine, convert the data and then copy it back. We strongly recommend you contact your Adagio dealer or consultant for assistance with this procedure and make a backup before proceeding.

Payables 9.3A supports multiple EFT providers. If you have Adagio EFT installed the conversion will move the EFT configuration information in the Company Profile to an EFT Provider record. The conversion will prompt you for an EFT Code to use for this Provider record. It will also allow you to select a Bank Code to assign this provider to. If you prefer, this assignment can be made manually later.

#### After converting a database to 9.3A, it cannot be used with earlier versions.

When you open a database for a prior version for the first time the program asks if you want to enable the new ExcelDirect Printing feature for all users for the company. If you say 'No', the option can be manually enabled at a later time.

Payables 9.3A installs an updated version of the AdagioPDF driver. The updated driver name is AdagioV2PDF and will appear in Windows Control Panel, Devices and Printers. Payables 9.3A also installs an updated version of the Crystal Reports runtime engine. These updates require a workstation install on each station that runs Payables if these updates have not already been installed for another Adagio module. To run the workstation install, start Adagio Payables at each workstation and the workstation install will be automatically started if required. Note: If you are updating multiple applications at the same time, it may be faster to run the All Workstation install to update all applications at once on the station.

Recurring batches from prior versions are converted to Archive Invoices batches for 9.3A.

Recurring batch files with spaces in the Archive batch name cannot be converted. If you have recurring batches with spaces you need to correct this before installing 9.3A and converting your data. Create an invoice batch from the recurring batch in your current version of Payables, then archive that batch to a new name without spaces, and finally delete the original batch with spaces. Or rename the recurring batch files in the data folder. Filenames are APRHnnnn.dat and APRDnnnnn.dat, where "nnnnn" is the archive batch name (must not contain spaces) and .dat is extension for your company data files.

If recurring batches contain transactions for vendors that have been deleted the Data Integrity Check (DIC) will report an error similar to "Invoice batch 1 entry 1 has an invalid vendor code ABC123." Whereas in prior versions no errors were reported because the DIC did not check recurring batches. These errors must be fixed manually by deleting the entry in the archive batch or deleting the archive batch entirely if it is not needed. You may find you have archive batches created from old recurring batches that have not been used for a long time and are no longer needed. The 'Date Created' and 'Date Last Edited' fields for archive batches are set to the file date of the recurring batch files in your prior version. Add



these fields to the archive batches grid to show how old they are and help you determine if they can be deleted.

Running the Delete Inactive Vendors function or deleting vendors may also cause these errors to be reported in archived batches.

Payables 9.3A includes several new features that affect the BankRec interface. BankRec supports the new 'Taxable Purchase' option in Distributions when entering payments for vendors. This option calculates the tax amount payable on the taxable amount of an invoice for you automatically. BankRec does not yet include support for the new Recoverable tax feature. To use this feature enter payments in Payables rather than BankRec. BankRec does not yet support Accounting Dates. However, for Payables checks the Accounting Date from Payables will be used as the Check Date in BankRec.

### Upgrading from 8.1E and 8.1F Upgrade Complexity: Difficult **♦**

These Release Notes do not cover upgrading from these versions. If you are upgrading to 9.3A from these versions, **before installing the upgrade**, it is very important to review this information in the 9.2B Release Notes on Softrak's website. You may also review the information in the Readme Help file.

Upgrading from 8.1B, 8.1C, 8.1D Upgrade Complexity: Difficult  $\blacklozenge$ 

These Release Notes do not cover upgrading from these versions. If you are upgrading to 9.3A from these versions, **before installing the upgrade**, it is very important to review this information in the 9.2A Release Notes on Softrak's website. You may also review the information in the Readme Help file.

**Upgrading from 8.1A or earlier Upgrade Complexity:** Difficult ♦ These Release Notes do not cover upgrading from 8.1A or earlier versions. If you are upgrading to 9.3A from these versions, **before installing the upgrade**, it is very important to review this information in the 8.1F and 9.2A Release Notes on Softrak's website. You may also review the information in the Readme Help file.



