Adagio® Receivables 9.3A (2019.08.21)

Upgrade Complexity from 9.2A — **Intermediate** ■

Release Notes

Compatibility

Adagio

BankRec 9.2A (180209)
Console 9.2A – 9.2B
DataCare 9.1A – 9.3A
DocStore 9.3A
ePrint 9.2A
GridView 9.2A - 9.3B
Inventory 9.2A (180512)
Invoices 9.3A
JobCost 9.2A (180604)
Lanpak 9.3A
Ledger 9.1A – 9.3A
MultiCurrency 9.2B
ODBC 9.1A - 9.2A
OrderEntry 9.3A (180410)
Payables 9.3A (180201)
Payments 9.3A
SalesAnalysis
   9.2A (180519), 9.3A
SalesCQ 9.2B (180608)
Time&Billing 9.2A (180717)

Other

MS Office 2010/13/16, 365
MS Windows 7 (SP1), 8, 8.1, 10
MS Server 2008R2 SP1 or higher
Crystal Reports® 2013 - 2016
   (requires Adagio ODBC 9.2A)

Note

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

Enhancements & Revisions

New Features

- Added new 'Invert' button to the Maintain Documents screen invoked from the paperclip button when attaching or maintaining documents for Adagio DocStore users. The Invert button sets the order of the documents displayed in the grid to the reverse of what is currently seen (eg. by default, the most recently attached document will display first in the grid). The Invert button also changes the PDF sequence numbers. Installing Receivables enables this functionality in other Adagio modules.

- Added new 'Newest Last' option to the Maintain Documents screen invoked from the paperclip button when attaching or maintaining documents for Adagio DocStore users. By default, documents are displayed in the grid in the order they were attached, with the most recently attached document shown first in the grid. Enable the Newest Last option, to quickly have the documents in the grid display the oldest document attached first in the grid (i.e. the opposite of the default display). Installing Receivables enables this functionality in other Adagio modules.

- 37127 When Adagio DocStore is integrated, report sets can now be emailed to selected recipients, with PDF or Excel file attachments for each report.

- New automation command nouns have been added to allow attaching report set PDF/Excel files to the email with the automation log results. This allows reports from multiple applications to be attached on a single email. The EmailPDFAutoLog has Overwrite/Attach and Append/Attach nouns to include PDF/Excel files from report sets. A future 9.3A release of Adagio Console is required to use this feature.

- For Adagio Payments users, added feature to have a credit card Receipt emailed to Customers by American Payment Systems (APS) during capture or sale processing when batches are posted. Added 'Send Customer Receipt?' option to the credit card Edit Processor function. Set it to 'Always' to send a receipt for all customers. Set it to 'By customer card' and set new 'Send receipt?' on the customer credit card record in Edit Customer. The Username and Password for your APS account must be set in Edit Processor. Adagio OrderEntry 9.3A (2019.08.13) and future release of Invoices 9.3A (2019.08.27) support this feature.

- If Credit Cards have been vaulted in American Payment Systems through another system, such as Webtelligence™ from North49 Business Solutions, rather than in Adagio, you can import sales with payments into an invoice batch using the Credit Card Vault Id. Adagio OrderEntry 9.3A (2019.08.13) and future release of Invoices 9.3A (2019.08.27) also have this ability.

Sales or credits processed in another system will pass through Receivables without any additional credit card activity being processed by Adagio. For a Pre-Authorization, the sale or credit will be captured when the Invoice or Cash batch is posted. Note: You cannot edit Payment amounts or anything credit card related in the imported transaction.

If the new credit cards are being added through importing batches, the Processor Code will default from the imported or defaulted Payment method. The Billing address will default from the APS Payments vault. The Credit Card Id, Description and Credit Card type will default from the APS Payments vault. If these fields are blank in the APS Payments vault, they will default to these settings:

Credit Card Id - CARD01, CARD02, etc.
Description - 'Auto-added on import' plus the import date.
Credit Card - 'Type' - Other/Unspecified.

- Added Import / Export Credit Cards functions. Import credit cards vaulted in American Payment Systems through another system rather than in Adagio. Takes Processor Code from the import template.

- SalesCQ quotes are now shown on the Transactions tab in Edit and View Customer if SalesCQ data is present. Note: Drilldown to SalesCQ transactions screens is not available (that is only available in Edit Customer in SalesCQ). Item numbers are not formatted and show quantities with 2 decimals. The Quotes tab is only available in Edit Customer in SalesCQ.

Problems fixed

- In cases of a multi-tabbed dialog where the DocStore functionality is only available on one of the tabs, the spectacle graphic is displayed on the tab to highlight it. In AR, Edit Customer shows it on the Customer tab.

- A second DocStore view PDF button has been added to the Cash Entry screen. This will allow you to specifically look at the invoices to pay or the document attached to the cash entry.

- You can edit the Customer credit cards from within batch entry unless you authorized a payment prior to choosing the Customer button. If you have, you will only have View instead of the Edit button.

- For Adagio Payments users, Cash entry did not clear or change APS credit card info on change of customer code.

- In Cash entry, attempting to enter the same invoice number with the Direct method now gives an error and prevents the detail from being saved. Previously, it was allowed and could cause integrity errors.

- In Invoice entry, it was possible to save an entry that was overpaid for a Miscellaneous Customer.

- Invoice posting did not consider the Retainage Total and was incorrectly displaying an Error message ("Terms nnnnnn requires full payment") when a fully paid Invoice with Retainage had a Terms code that had 'Payment required' set to 'Full'.

- If multiple cash batch entries for the same customer had a duplicated check number, posting correctly moved the duplicates to an error batch but the applied and unapplied values did not display correctly. This has been fixed.

- Processing improvements to speed up the Aged Trial Balance Report.

- If you printed a large number of batches all at the same time, the error "Record Locking message: Unable to access record in A/R batch control file. This record is in use by [Resources Exhausted] in window [(1)]" appeared in some cases.

- For MultiCurrency databases, there was an error printing the Customer Transactions report if Short Name was used in the sort criterion.

- In Receivables 9.3A, the Customer Transactions report printed the matching date instead of the invoice date for applied details. This has been corrected.

- Previously when emailing statements, a maximum number of 25 attachments was imposed to assist in preventing too many from being included and being blocked by the email server. The 'Max attachments' option has been added to Print Statements/Letters dialog screen. The default is 25.

- If the Specification Options for Specification type, Statement, was set to print more than 1 in the '# of Copies', the details were always missing from the printed copies.

- Receivables Statements were Auto-Attaching the oldest documents instead of the most current copy of a form. AR attached the original print instead of the (001) or (002) print of the specification.

- If an invoice was retrieved from OrderEntry or imported with an APS credit card payment capture that had a duplicated check number for the customer, posting the invoice created an error batch entry that had to be deleted and re-entered. Now the check number can be edited to something unique and allow posting.

- Importing ShipTo records was incorrectly stripping leading zeroes on the tax group.

- Importing with Field offset was trimming the import field on the right instead of the left.

- For Time&Billing datasets and customers that Bill by Docket, the Hdr-Docket Number field can now be imported for Cash Batch entries.

- The 64-bit version of Adagio GridView (if available) is launched for custom Views added to the Inquiries menu.

- If a user has access to the Maintain Automation Log feature, they also have the ability to view all of the automation logs for any user.

- If the data path folder name contained a period, browsing to the folder and double clicking on the global file in File Explorer caused the application to try to create a new dataset with the extension set to the part of the folder name following the period character.

Enhancements and revisions in earlier versions

Refer to the Readme help file for details of enhancements and revisions in earlier versions or the Change Log under Product Documentation on Softrak's web site.

Installing

To install Adagio Receivables 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 Receivables 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 Receivables 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 Receivables is installed on a network, you may also need to do a workstation install at each station running Adagio Receivables.

To determine if a workstation install is required, start Adagio Receivables 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.

Receivables 9.3A requires Adagio Lanpak (if used) to be version 9.3A or higher.

Receivables 9.3A requires Adagio MultiCurrency (if used) to be version 9.2B or higher.

Receivables 9.3A **requires these versions** or higher of the following modules (if used). **Earlier versions of these modules will not open.**

> BankRec 9.2A (2018.02.09)
> Inventory 9.2A (2018.05.12)
> Invoices 9.3A
> JobCost 9.2A (2018.06.04)
> OrderEntry 9.3A (2018.04.10)
> Payables 9.3A (2018.02.01)
> SalesAnalysis 9.2A (2018.05.19)
> SalesCQ 9.2B (2018.06.08)
> Time&Billing 9.2A (2018.07.07)

Receivables 9.3A requires these versions or higher of the following modules (if used) to support new features for Adagio Payments (if used).

> Invoices 9.3A (2019.08.27). Future release.
> OrderEntry 9.3A (2019.08.13)

If you use Adagio OrderEntry, it must be upgraded to 9.3A. If you use Adagio Invoices, it must be upgraded to version 9.3A. The Receivables install checks the versions of all of the above modules you have installed and warns if they are not at the required version and Service Pack level. Installing the required versions before installing Receivables will avoid the compatibility warnings. However, Receivables can be installed at any time and the compatibility warnings can be ignored as long as the required versions of the modules will be installed before using Receivables.

Adagio Receivables 9.3A will require compatibility releases for third-party products from Adagio Developer Partners that interface to Adagio Receivables. You must check with the developer of the product or your Adagio consultant to be certain a compatibility release is available before installing Receivables 9.3A.

Receivables 9.3A requires a database conversion from earlier versions. You should perform a Data Integrity Check in your current version of Receivables before 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 already have 9.3A versions of Ledger, Payables, OrderEntry, PurchaseOrders or GridView, after installing Receivables 9.3A, 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.

If you have custom reports and/or views for Receivables created in Crystal Reports / Adagio GridView, they may require conversion and adjustment for use with 9.3A. Database connections using Adagio ODBC may require adjustment. You should not install the upgrade or convert Receivables data until you have a plan in place to update any custom reports, views or ODBC connections critical to your operation. See the sections below on converting reports and views for details.

Upgrading

Upgrading from 9.2A   **Upgrade Complexity:**   **Intermediate ■**

Adagio Receivables 9.3A requires a database conversion.

If you are converting databases for other modules at the same time, the order in which you convert is significant. The order of conversion should be: 1) OrderEntry, 2) Receivables, 3) Invoices, and 4) SalesCQ.

Invoices 9.3A will not open unless Receivables data is 9.3A. SalesCQ 9.2B will not open data unless OrderEntry data is 9.3A.

Note: Receivables cannot convert to 9.3A if you are using Invoices 8.1B (2009.05.08) or earlier.

To start the conversion, open your current database for the first time in Receivables 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 should only take a few minutes. After converting a database to 9.3A, it cannot be used with earlier versions.

Adagio Receivables 9.3A supports online payment (credit card) processing (if Adagio Payments is installed). It is compliant with the Payment Card Industry Data Security Standard (PCI DSS).

In order to achieve PCI compliance, **if you have credit card numbers stored in customer records they will be removed** and replaced with a field containing only the last 4 digits. Likewise, credit card numbers in OrderEntry current and history documents will be removed and replaced. Credit card numbers in Invoices batches (open and archive) and history will be removed and replaced, as will credit cards in SalesCQ. This is the case even if you do not use Adagio Payments. Credit card numbers you may have entered into fields other than the designated fields are not removed.

You should not install the upgrade or convert your data until you have a plan in place for a new process to handle credit cards.

If you have Adagio Payments, during conversion, the full credit card numbers in Receivables, OrderEntry, and Invoices will be exported to a file for automated vaulting of credit cards. The file is ARCUSTCC.dat, where .dat is the company data file extension.

To vault credit cards, the addresses in Customers and ShipTo Addresses must be correctly formatted. The conversion program exports a list of any that are not correctly formatted to these files:

Customers – ARCUSTUF.XLSX
Ship To Addresses - ARSHIPUF.XLSX

Edit the Customers and Ship To Addresses to correctly format them before vaulting the credit cards. Export and import could also be used to correctly format addresses.

The conversion also exports credit cards for incomplete orders in OrderEntry and batches in Invoices. As the credit card numbers have been changed to the last 4 digits only, these files will allow you to complete these transactions.

OrderEntry – AROECCIF.XLSX
Invoices Open batches – ARQICCOB.XLSX
Invoices Archive batches – ARQICCAB.XLSX

The conversion will prompt you to export each of the files and you can elect to not create them if they are not needed.

A conversion utility program to vault the credit cards is installed by Adagio Receivables. To vault credit cards you must have Adagio Payments installed and you must have set up an account with North American Payment Solutions. See the Adagio Payments release notes or readme help for further information.

It is strongly recommended that you permanently delete these files as soon as they are no longer needed.

After converting your database

After converting, you should immediately run a Data Integrity Check.

Existing statement specifications from versions prior to 9.3A will continue to work without requiring changes.

Existing import and export templates will continue to work without adjustment. There are changes for Credit Card fields and new fields are available.

Receivables 9.3A supports Adagio DocStore. If you are using DocStore, it is imperative the DocStore database be included with all backups of your Receivables database. All backup zip files created by the File | Backup functions in Receivables 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".

Converting GridView Views

A data dictionary change from 'Adagio Receivables 9.2A' (@R92A) to 'Adagio Receivables 9.3A ' (@R93A) was required in order to support new features added for this version. GridView views created for earlier versions of Adagio Receivables <u>must</u> be recreated using tables from 'Adagio Receivables 9.3A'. GridView has the ability to convert existing views to a new table.

You may find the Adagio Data Dictionary Export Tool useful for comparing tables in the Adagio Receivables 9.3A dictionary to previous versions using Excel. The exporter can be found under on Softrak's website at http://www.softrak.com/resources/technicaltips/technicaltips.php.

Converting Modified and Custom Reports

If you have modified any of the standard reports installed by Adagio Receivables you will have to redo those modifications for 9.3A. Any modified reports will be located in \Softrak\Receivables\ModifiedReports. These same reports must be recopied from \Softrak\Receivables\StandardReports and re-modified using Crystal Reports 2013 or 2016. Adagio ODBC must be installed to be able to do this. Or, your Adagio dealer or consultant can modify reports for you and deploy them at your site.

If you have custom reports, they will have to be converted or recreated. Any custom reports will be located in \Softrak\Receivables\CustomReports or its subfolders.

A Report Convertor Utility is available from Softrak Systems for the purpose of converting custom reports created with Crystal Reports 2011, 2013 or 2016 for Receivables 9.2A to work with 9.3A. See the Tech-Tip "ConvertingCustomCrystalReportsToHigherAdagioVersion.pdf" which is installed to this folder. The Report Convertor Utility and related files are installed to \Softrak\System\ReportConvertor.

Also see 'Show Me How' videos on creating and converting custom reports on Softrak's website at https://portal.softrak.com/resources/adagiotips.php. The videos are entitled:

Custom Reporting with Crystal Reports 2013
Report Convertor Utility

Note: If you are upgrading from Receivables 9.2A but you did not update your custom reports created in Crystal Reports 8.5 for Adagio when you upgraded to 9.2A, you WILL have to update them for 9.3A. Refer to the Upgrading section of the Receivables 9.2A Release Notes in the Change Log under Product Documentation on Softrak's website.

Upgrading from versions earlier than 9.2A   Upgrade Complexity: Difficult ♦

This Release Notes does not cover upgrading from versions earlier than 9.2A.

If you are upgrading to 9.3A from a version earlier than 9.2A, before installing the upgrade, it is very important to review the upgrading information in the Receivables 9.2A Release Notes in the Change Log **under Product Documentation on Softrak's web site.**

If you are upgrading to 9.3A from a version earlier than 9.0A, before installing the upgrade, it is very important to review this information in the Receivables 9.0B Release Notes in the Change Log **under Product Documentation on Softrak's web site.**