Adagio® OrderEntry 9.3A (2017.12.04)

Release Notes

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

Compatibility

Adagio

BankRec 9.2A (2017.07.20)
BoM 9.3A
Console 9.1A, 9.2B
DataCare 9.2A
ePrint 9.0A, 9.2A
DocStore 9.3A
GridView 8.1A - 9.2B
Inventory 9.2A (2017.06.08)
Lanpak 9.3A
Ledger 9.0A – 9.3A
MultiCurrency 9.2B
ODBC 9.2A
PurchaseOrders 9.3A
Receivables 9.2A (2017.07.11)
RMA 9.3A
SalesAnalysis 9.2A (2017.09.04)
SalesCQ 9.2B

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 in OrderEntry

General New Features

- Compatible with future release of Adagio DocStore.

- Compatible with future release of Adagio CatchWeights add-on module. CatchWeights allows companies to sell products that are shipped in different units than the sales order. For example, food distribution companies can take orders in cases and ship in kilograms.

- The Adagio Login dialog permits browsing to a UNC. The Create database button is hidden unless "/C" is included on the command line. New databases are created with the extension "ADB" or the extension used by existing modules in the selected Folder.

- A "Backup" button has been added to the Adagio Toolbar. Backup Options select whether the button saves the module data, related data or the entire database and whether exclusive access is required for the backup to proceed. The backup now includes the Automation Batch Folder.

- Backup options enable automatic or prompted backups prior to performing Day End. You can choose the number of these backups that will be saved.

- Only a single instance of Calculator will be launched when the Calculator button is clicked.

- User preferences have been added to control the behavior of double clicking in a Dialog field. You can also choose to apply banding to those grids that do not display Styles and choose a date format to use in the Adagio Grid. Telephone numbers are now formatted in the Grid according to the Company profile option.

- Messages are now centered on the main form, rather than on the main monitor.

- The finder on the GL Department field is now restricted to the departments for the account selected.

- The GL Department Description is now available to be added to the GL Account finder with the Column Editor.

- Installs an updated version of the AdagioPDF driver. The updated driver name is AdagioV2PDF and will appear in Windows Control Panel, Devices and Printers. When installs are performed from a Remote Desktop Services connection to Microsoft Server 2016 or from a Windows 10 station, the security warning related to the AdagioPDF printer driver no longer appears.

- Installs \Softrak\System\AdagioLauncher.EXE and associates the application with "ADB", "SAM" and "AMC" extensions. AdagioLauncher will automatically launch the correct

Adagio module if an Adagio file is double-clicked in a Folder. The user will be prompted to log in.

New Features in OrderEntry

- Formatted Address supported in Bill To and Ship To. Address fields increase from 30 to 40 characters.

- The Document number has been expanded from 8 to 12 characters.

- The Reference field (typically used for the Customer PO #) has been expanded from 12 to 24 characters.

- Increased the Customer Name from 30 to 40 characters and added Name 2 to documents.

- You can now have up to 100,000 Miscellaneous Charges per currency / price list. Prior versions were limited to 10.

- Miscellaneous Charges are now sorted by Description in the Finder.

- You can now have unlimited Ship Via codes. Prior versions were limited to 10.

- The Tax Code Description fields have increased from 25 to 40 characters.

- The FOB Point field has been increased from 15 to 40 characters.

- For OrderEntry 9.3A, the Extension files for document header and detail tables present in prior versions have been combined into the main table. There is just one table – Master and Extension tables are no longer needed. Fields and field names within the Sales Order and History tables have been harmonized to be exactly the same. This simplifies creating custom Crystal reports and GridView views. It makes reports, views and export of grids or smart finder with ExcelDirect for current and history more consistent.

- A dedicated Quote Number field has been added to OE orders for quotes transferred from SalesCQ to OrderEntry. Previously, the Quote Number could be sent to an Optional field, Comment or Reference in the OE order. A dedicated Quote Revision field has also been added to the OE order.

  SalesAnalysis 9.2A (2017.09.04) or higher retrieves the Quote and Quote Revision field from OrderEntry. The Scan Sales Data from OrderEntry function in SA also supports these fields.

Enter Orders/Invoices/Credit Notes

- Multi-select is enabled in the Enter Order/Invoice/Credit Note grids and View History grids for printing (including emailing and faxing) or deleting documents. On the Orders tab the Invoice button invokes the new auto-invoice orders function (see Maintenance Functions section for further information). The Complete button is also available for multi-selected orders.

  The 'Allow the deletion of orders' option in the Entry Template of Security Groups has changed to a dropdown field allowing you to select 'None, 'Single' or 'Multiple' to be able to allow users to delete orders without allowing them to multi-select and delete orders.

- Enter and View active / historical Order/Invoice/Credit Note grids can now be sorted by Date (as well as by Customer and Document in prior versions). Default sorts can be set on the System Options tab in the Company Profile.

- Customer and address fields on orders can be updated when there have been changes in the Customer or Ship-To. A confirmation dialog with options to update the document is displayed after editing a customer from within a document; or opening, copying or restoring an existing document; or entering an invoice for an existing order. You can select one of three options: All (updates Customer and Ship To fields), Address Only (updates Bill To and Ship To address fields) or None.

- Notes have been added to documents. Notes on orders flow through to invoices and to history. Notes can be added to completed orders, invoices and credit notes in current and history.

- Added option 'Expected Ship date spread' on Processing Options tab in the Company Profile to calculate the Expected Ship Date based on the Order Date. The Expected Ship Date is calculated as N days after the Order Date. Note: The default value is zero after data conversion to 9.3A.

- Optional Fields have been added to item details on documents. Optional fields on items in Adagio Inventory flow to details in OrderEntry. Optional fields on details flow through to Adagio SalesAnalysis.

- Added a new Item Information inquiry on the Edit Detail screen. Use the 'i' button next to the Item number field to show detailed information about the item selected. The inquiry shows:

  - Price Levels for the base price list or Alternate Price List
  - Stock Quantity for the selected or for all Locations
  - Price History showing invoices for various periods, for the selected or all Customers
  - Alternate items (if any) showing the Qty on hand / Sales order / PO / RMA.

  Highlighting an Alternate item will change the information reported in the other grids to be for that item.

- Added 'Show item pricing grid' option to the Items tab in Entry Templates. If this option is on, when you tab to the Unit price field, the item's Price level grid will pop up when entering or editing an item detail on an order. This allows you to select the unit price directly from the grid.

- Added color on detail grids using Styles. There is a default Style for Item, Miscellaneous Charge, Comment, Instruction and Serial Number lines, as well as Completed lines. Items display in colors based on the filters/styles in Inventory.

- An Order Log tab in document entry provides time line information from document inception, including edit history of an order showing user, date and time.

  Note: Purging the Order Log will affect your ability to view changes in the log.

- Added Reference, Salesperson and Notes to the list of fields that can be edited on posted invoices and credit notes (and orders in history).

- Added 'Bill To Address' as an option on the Entry Template, Customer tab to control whether address fields are visited when entering a new document. Enabling 'Skip Field' allows the Address fields to be disabled (but not disable the other Bill To fields.)

- Add 'Complete' button for Orders. Completing an Order having items still on backorder will reduce an unshipped item's Qty on SalesOrder by the Qty on Backorder and reset the Qty on Backorder to zero. To enable the button, set the new option 'Allow complete orders' on the Processing Options tab in the Company Profile.

- You can now change the customer number on posted order as long as nothing has been shipped or invoiced. This allows correction of an order mistakenly entered for the wrong customer. Note: This is only permitted for single currency databases.

- Added an 'Update Pricing' button to the enter orders screen. This allows you to update prices on existing orders. Item lines are updated in the same way as copying or restoring orders. The option 'Show Update Pricing button' has been added to Security Groups to control whether or not the button is displayed.

- You can now locate current documents quickly by Reference. Added 'Reference' option to the Find dialog. In previous versions, find by Reference only was available for documents in history.

- Messages displayed when you are locked by another user from using a function can now show what function the user is in rather than just indicating they are in OrderEntry.

- The single Print Status field in documents has been removed and replaced with individual fields: Order printed, Invoices printed, Credit note printed, Label printed, and Picking slip printed. These fields are Boolean (Yes / No) rather than a bit-mapped variable, making selection by print status much simpler in Smart Finder, custom reports and GridView views. These fields can be added to grids to show the print status of documents.

Edits

- When adding a new customer there is now a warning before exiting if you cancel or close after data has been entered.

- Added ID Number field to Company Data tab in the Company Profile. The value in the field comes from the Company Profile in Adagio Inventory.

- Added 'Send standard cost to Sales Analysis' option to the SA Interface tab in the Company Profile. When using Standard Costing, enable this option if you want OrderEntry to send the Standard Cost to Adagio SalesAnalysis, rather than sending the Actual Cost. Note: The Scan Sales Data function in Adagio SalesAnalysis uses the Actual Cost regardless of this setting in OrderEntry.

- Added 'Send to Sales Analysis Detail Optional Fields' options to the SA Interface tab in the Company Profile.

Print Orders/Invoices/Credit Notes and the Specification Designer

- You can reprint (including emailing and faxing) multiple invoices for a customer by multi-selecting them on the Enter Order/Invoice/Credit Note grids and View History grids.

- Added a 'No. of copies' field to document print dialogs. This allows you to print multiple copies all at once without having to set the number of copies in the specification or in the printer driver.

- Print dialogs for Order Confirmations, Picking Slips, Shipping Labels, Invoices, Credit Notes, RMAs if used (with selection criteria) can be saved as Report Favorites and included in Report Sets.

- Print functions for Order Confirmations, Picking Slips, Invoices, Credit Notes and RMAs if used allow you to select and send/print to multiple Send Methods (Printer, PDF, Email) simultaneously. The Print, Email, ePrint and Fax buttons on print dialogs have been replaced with a single button called Send/Print. Allows you to quickly print and email a document in one operation.

- Print functions for Order Confirmations, Picking Slips, Shipping Labels, Invoices, Credit Notes and RMAs if used allow you to select and sort by ranges of Order/Invoice Number, Salesperson, Customer Report Group, Order Location, Territory and Customer Number.

- Print functions for Order Confirmations, Picking Slips, Shipping Labels, Invoices, Credit Notes and RMAs if used allow you to select by floating date ranges based on the Document Date, including: Yesterday, Today, Tomorrow, Last Week/Month, This Week/Month, Next Week/Month, Last N Days and Next N Days.

- The Print Picking Slips function allows you to select orders by Expected Ship Date or Order Date.

- Added 'Blank on zero' to Properties for quantity, amount and other numeric fields.

- New Automation File commands available to Adagio Console users to print order confirmations, invoices, shipping labels and credit note using Favorites.

- Added new Company Profile specification codes:
    M20 to M24 company address 1..5 (compressed)

- Added new Customer Info specification codes to:
    C64 to C70 address 1..5 (compressed)
    C71 to C73 address 1..4
    C75 zip/postal code

- Added new Invoice Header specification code:
    E72 discount description

- Increased size of E03 Terms Description from 20 to 40 characters.

- Added new Bill To specification codes to support formatted addresses:
    B15 bill-to address 6 (compressed)
    B16 bill-to address 7 (compressed)
    B17 bill-to Name 2
    B18 bill-to Name 1+2
    B19 to B 25 bill-to address 1..7 (formatted)
    B26 bill-to City
    B27 bill-to State/Province
    B28 bill-to country
    B29 bill-to City, State/Province, ZIP/Postal (formatted)

- Added new Ship To specification codes to support formatted addresses:
    S19 ship-to address 6 (compressed)
    S20 ship-to address 7 (compressed)
    S21 ship-to Name 2
    S22 ship-to Name 1+2
    S23 to S29 ship-to address 1..7 (formatted)
    S30 ship-to City
    S31 ship-to State/Province
    S32 ship-to country
    S33 ship-to City, State/Province, ZIP/Postal (formatted)

- Added new Item specification codes for detail Optional Fields:
    D101 to D103 Optional Text 1..3 –detail
    D104 to D105 Optional Date 1..2 –detail
    D106 to D107 Optional Amount 1..2 –detail
    D108 to D109 Optional Units 1..2 –detail

Note: Option Field codes D56 to D64 ended with "-detail" in versions prior to 9.3A. These codes now end in –"ic item", which more accurately reflects the source of these fields as coming from the item record in Adagio Inventory.

- Added new specification codes for tax included pricing:
  D115 Tax included base price per pricing unit of measure
  D116 Tax included selling unit price per pricing unit of measure, to the number of decimals in your currency
  D117 Tax included base unit price per selling unit of measure
  D118 Tax included unit price per selling unit
  D119 Tax included unit price per stocking unit

  Note: D115 – D119 are the Tax included price equivalents of these pricing specifications (they are for all Jurisdictions):
  D12, base price per pricing unit of measure
  D13, selling unit price per pricing unit of measure to the number of decimals in your currency
  D41, unit price per selling unit
  D75, base unit price per selling unit of measure
  D79, unit price per stocking unit

  For each of the above specification codes a set of codes were added for a specific tax jurisdiction's tax being included:

  For D12, base price per pricing unit of measure the tax included versions are:
  D115, Tax included base price per pricing unit of measure (All jurisdictions)
  D120 - D125 Tax juris. n included base price per pricing unit of measure

  For D13, selling unit price per pricing unit of measure to the number of decimals in your currency the tax included versions are:
  D116, Tax included selling unit price per pricing unit of measure, to the number of decimals in your currency (All jurisdictions)
  D126 – D130 Tax juris. n included selling unit price per pricing unit of measure, to the number of decimals in your currency

  For D75, base unit price per selling unit of measure the tax included versions are:
  D117, Tax included base unit price per selling unit of measure (All jurisdictions)
  D131 – 135 Tax juris. n included base unit price per selling unit of measure

  For D41, unit price per selling unit the tax included versions are:
  D118, Tax included unit price per selling unit (All jurisdictions)
  D136 - 140 Tax juris. n included unit price per selling unit

  For D79, unit price per stocking unit the tax included versions are:
  D119, Tax included unit price per stocking unit (All jurisdictions)
  D141 - 145 Tax juris. n included unit price per stocking unit

- These codes were added to show the Extended Item Price (D016, extended selling price before invoice discount amt. (invoice/credit note only)) plus the Tax amount for each jurisdiction (D043-D046, item line, tax juris. n):

  D110 to D114 line extension, less discount, plus tax juris. 1..5

- Added Footer codes similar to F14, gross (excluding taxes and misc. charges) EXCEPT includes Tax Jurisdiction n:

  F48 gross (excluding misc. charges, plus tax juris. 1)
  F49 gross (excluding misc. charges, plus tax juris. 2)
  F50 gross (excluding misc. charges, plus tax juris. 3)
  F51 gross (excluding misc. charges, plus tax juris. 4)
  F52 gross (excluding misc. charges, plus tax juris. 5)

- OrderEntry 9.3A has unlimited Miscellaneous Charges. Added new Footer specification code for unlimited Miscellaneous Charges. Select the Miscellaneous Charge in the Subtotal field by clicking Properties for each F53 spec code used.
    F53 total by misc charge description

  Note: Prior versions were limited to 10 Miscellaneous Charges. Totals for each of those 10 were printed using codes F07 to F12, and F17 to F20. These existing codes continue to work so that existing specifications continue to work without change. If you use more than 10 you will need to use F53.

Day End

- New Backup options enable automatic or prompted backup in Day End. When set to prompt, a 'Bkup&Dayend' button appears on the Day End screen.

- You can control the information sent to the Reference, Description 1 and 2 fields in invoice and cash batches created in Adagio Receivables by Day End. These options have been added to the System Options tab in the Company Profile.

Reports, Custom Reports and GridView views

- Print the Order Action report to Excel using ExcelDirect. Transactions from the report are exported to Excel using the selected ranges, sorts and options (except subtotals and page breaks). The resulting spreadsheet may be more useful than the export produced from the Crystal Reports viewer. Fields exported will be in separate columns, whereas exporting the report from Crystal results in all fields in a single column. To print the report to Excel, select the new 'Enable ExcelDirect Print' option and related settings on the Posting/Reports tab in the Company Profile and User Preferences.

- An Invoice Date range has been added to the Sales report.

- Added range selections and sorting to the Salesperson Commissions report.

- Added Ship Via codes report as there are now virtually unlimited Ship Via codes.

- Many fields commonly reported on in custom Crystal reports have been added to the header and detail tables to reduce the necessity of linking to other tables. This simplifies the creation of custom reports and may speed up such reports noticeably. In GridView, a view can be solely based on the OE Sales Order Details table and the Insert Related Column feature used to include the Customer name, without having to go through Sales Order Header.

  Fields added in the header include:
    Salesperson name
    Customer report group

  Fields added in the detail include:
    Customer number
    Category description

Category commission rate
Category commission paid?

Maintenance Functions

- Multiple orders can be invoiced in a single operation. Added the Auto-invoice Orders function to the Order Entry menu. Select orders to be invoiced by Order Date or Expected Ship Date, using floating date ranges including Yesterday, Today, Tomorrow, Last Week/Month, This Week/Month, Next Week/Month, Last N Days and Next N Days. Orders can also be selected by ranges of Order Number, Customer Number, Salesperson, Expected Ship Date, Ship Via and Territory.

- The Auto-invoice method drop-down field was added to the Processing Options in the Company Profile. It controls which orders will be processed by the Auto-invoice Orders function (and the Order List to Invoice import function). Auto-invoice method can be set to 'No restriction', 'Completed orders', 'Completed lines', or 'Ship available'.

- Adagio Console users can automate the Auto-invoice Orders Automation function by using a Favorite. Automation commands AutoInvoice, ViewAutoInvoiceLog, PrintAutoInvoiceLog and EmailAutoInvoiceLog have been added.

- Maintain Auto-invoice log added to Maintenance menu.

- The Purge History function is significantly faster.

- Added Purge Report Files/Logs function to the Reports menu. The function allows you to purge these reports by date: Sales Summary, Order Log, Salesperson Commission, Auto-invoice log, Report log, and Automation log. In prior versions for the Sales Summary, Salesperson Commissions and Order Log reports, the entire report had to be purged.

Import / Export

- Added an Import Tax Tables function. This allows you to add new Tax Tables or update existing tax tables with new information by importing.

- Added Order List to Invoice function. It allows you to import a list of existing Orders to be automatically invoiced. The Auto-invoice method drop-down added to Processing Options in the Company Profile controls which orders will be auto-invoiced after importing.

- Import of orders to invoice is supported by Automation by using a Favorite (available to Adagio Console users only).

- Added Update Orders function. It allows you to import updates to Header fields for existing orders for these fields: Order Number, Order Date, Expected Ship Date, Bill To and Ship To fields, Ship Via, FOB Point, Tax Exempt 1-2, Labels Count, Reference, Salesperson, Optional Fields, and Attach PDF (path to document to attach for DocStore).

Miscellaneous

- Refresh Sample Data function has been added to the Help menu. It allows you to refresh single and multi-currency sample data to its original state at install time.

- Sample data has been updated. Specifications have been updated extensively. Several new sample specifications have been added, including examples of the new 'Blank on zero' property and the use of the new spec code F53 Total by Misc charge description. Favorites, Report Sets, and Automation files have been added.

- Additional entries are made in the Application Log for various functions and errors.

Problems Fixed

- The payment on a credit note entered for an invoice in Receivables history was not applied to the credit note transaction.

- When using Adagio ePrint, if you used Find to locate an invoice or credit note when a document was already open in the Adagio PDF Viewer, in some cases the viewer was not refreshed to show the document found.

- If the first credit note created after OrderEntry was opened included a miscellaneous charge, the amount of the miscellaneous charge was rounded to the nearest dollar.

- If an invoice shipped more quantity than was ordered, the status of the invoice was not set to 'Order Complete'.

- In some cases, the PDF view button on the documents grid was not shown for the highlighted document when it should have been. And in some cases, the correct PDF was not displayed when the PDF button was selected after using the Find function.

- Copying an order copied rather than initialized these fields on the new order: OE Order Conf. Date, Time, Initials, or Printed Count, OE Picking Slip Date, Time, Initials, and Printed Count.

- Prevents Access Violation errors that could occur when you click or double-click the New or Edit buttons on the documents grid when performance of your environment is slow or momentarily slow.

- Printing an invoice to a text file caused an error.

- When viewing an item from the Item button within a document, the last tab in the item inquiry is now remembered.

- When editing the Ship Via on an invoice in OE History, the drop-down list contained only the Ship Via originally assigned to the invoice.

- The Edit Miscellaneous Charges function should not have allowed multiple users and could cause duplicates to appear if multiple users were in the function. The function now allows only a single user.

- Changes made to the grid with the Column Editor, on the Purchase Orders tab in the IC Item with Sales and Costs inquiry, were lost when the Edit or View Vendor functions were used in other modules.

- When the Actual Return Date ('Shipment date') was blanked out by the user in an invoice or credit note, Day End purged it regardless of the 'Days to delete old documents' setting. The purge now uses the Invoice / Credit Note date if the Actual Return Date is blank.

- When the next invoice or cash batch number in Adagio Receivables was greater than 9999, batches created in AR by OrderEntry Day End could result in Application Integrity Check errors being reported by the Data Integrity Check in AR.

- Corrected problems on the Tax Summary report. The Tax Status summary is by Item Tax Status whether or not the tax is by Invoice Total or by Detail Line. The Total column for Invoice Amount (Total Sales) has been changed so a Total only prints on the Total line.

- The Tax Summary report only included the first 6 tax statuses in each jurisdiction in the Tax Amount subtotals.

- The Sales report printed currency totals for 'All customers' rather than just for the range selected.

- When you are in the middle of printing and/or consolidating/clearing the GL Transaction batch report, other users are prevented from retrieving the batch in Ledger until you complete the process.

- On the Salesperson Commission report, the cost for standard cost items was incorrect for credit notes.

- Importing orders while other users were posting documents could cause the message "Document statistics will now be updated due to an inaccurate count of orders, invoices and credit notes." to subsequently be displayed during document entry.

- The Import Orders function was not checking that there was a non-blank Reference field, if the 'Require PO?' option was enabled on the Invoicing tab for the customer.

- The Import Orders function was not checking the Reference field for duplicates if ''Check for duplicate reference' option was enabled in the Company Profile.

- Importing orders containing the Hdr-Cheque field but not the Hdr-Payment Method field (and no default set for it) resulted in a blank Cash Account / Department in the order, which flowed to the Adagio Receivables when Day End was run.

- OrderEntry now renders dialogs properly on Ultra High Resolution displays when the font size is anything other than 100% of normal on Windows 8.1 or higher.

- Attempts to avoid Access Violation errors that could occur when performance of your environment is slow or momentarily slow.

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 [Documentation](#) for this module on Softrak's web site.

Installing

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

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

Adagio OrderEntry 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 OrderEntry 9.3A data is present, with errors resulting**. OrderEntry 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.

Lanpak 9.3A
MultiCurrency 9.2B
BankRec 9.2A (2017.07.20)
Adagio BoM 9.3A
Inventory 9.2A (2017.06.08)
Invoices 9.2A (2017.08.30)
JobCost 9.2A (2017.10.20)
Payables 9.2A
PurchaseOrders 9.3A
Receivables 9.2A (2017.07.11)
Adagio RMA 9.3A
SalesAnalysis 9.2A (2017.09.04)
SalesCQ 9.2B
Time&Billing 9.2A (2017.10.24)

Upgrading

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

Note: if you have complex custom reports in Crystal Reports and/or views in Adagio GridView the Upgrade Complexity may be **Difficult** ♦.

Installing the upgrade:

Adagio OrderEntry 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.

OrderEntry 9.3A requires some Adagio modules (if used) be at a certain version or higher. See the list above and check the compatibility chart. Do not install OrderEntry 9.3A until you are certain you have all the compatibility releases required at your site available to be installed.

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

Adagio OrderEntry 9.3A requires a significant database conversion from earlier versions. You should perform a Data Integrity Check in your current version of OrderEntry 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 have custom reports for OrderEntry 9.2A created in Crystal Reports 2011/2013/2016 or in Crystal Reports 8.5 for Adagio, they will require conversion and adjustment for use with 9.3A. If you have GridView views for OrderEntry 9.2A, they will require conversion and adjustment for use with 9.3A. You should not install the upgrade or convert OrderEntry 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.

Converting your database:

Adagio OrderEntry 9.3A requires a significant database conversion from 9.2A.

You can convert your OrderEntry 9.3A database at any time. To start the conversion, open your current database for the first time in OrderEntry 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 at this time, before proceeding with the conversion. You should do so if you have not already made a backup.

If you are converting databases for other modules at the same time, the order in which you convert is not significant, with the following exceptions:

- If you are also converting Adagio SalesCQ you must convert OrderEntry first. OrderEntry 9.3A is not compatible with version of Adagio SalesCQ earlier than 9.2B.

- If you are converting from OrderEntry 9.2A (2015.07.29), and **if you retrieve batches from OE into Adagio Receivables** (i.e. you use 'Retrieval' rather than 'Direct'), **you must retrieve your batches in AR before converting your OE data**. If a batch exists that has not been retrieved in AR, the conversion process will warn you and the conversion will not proceed until you have done so.

The conversion should only take a few minutes. However, it could take a significant period of time on databases with a large number of documents in current and/or history over a network. For large databases, you may want to copy your database to a local machine, convert the data, and then copy it back. The conversion on a local drive could be 10 times faster or more. We strongly recommend you contact your Adagio consultant for assistance with this procedure.

Adagio OrderEntry 9.3A supports "formatted addresses" - it maintains separate fields for City, Province/State and Country; whereas in previous versions, this information was contained in free-formatted address lines. It will convert the information in address lines from previous versions to populate the City, Province/State and Country fields, at the same time removing this information from the address lines. Generally you should only use formatted addresses if you are located in Canada or the USA, and if you format customer addresses in Receivables.

The conversion will ask you if you want to attempt to format your addresses according to conventions used. The conversion only formats addresses for customers in North America. It will populate the Country field for international customers if it can, although the address will be left unformatted.

After converting your database:

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

Existing specifications (order, invoice, credit note, etc.) from versions prior to 9.3A will continue to work without requiring changes, regardless of whether you elected to format addresses. However, you may want to adjust your specifications to use new features in 9.3A, including: larger Document Number field (12), larger Reference field (24), formatted Bill To and Ship To addresses, larger customer name and address fields (40), and Optional Fields on details.

OrderEntry 9.3A has unlimited Miscellaneous Charges. New Footer specification code 'F53 total by misc charge description' was added to support unlimited Miscellaneous Charges. Versions prior to 9.3A were limited to 10. Totals for each of those 10 print using codes F07 to F12, and F17 to F20. These existing codes continue to work so that existing specifications continue to work without change. However, if you use more than 10 you will need to use F53.

Specifications in the sample data and in document templates in the designer have been updated to use formatted addresses fields. The ALL Codes specification (OE$ALL) has been updated to show all new specification codes. Specifications are not downward compatible with earlier versions.

You may want to turn on the 'Suppress home country on forms' option on the System Options tab. This suppresses the Country from printing in the address on documents for customers in your own country.

The Reference field in the Transaction History file in Adagio Inventory (10 characters) does not yet fully support the increased Document Number size in OrderEntry (now 12 characters, was 8 in prior versions). The Document Number will be truncated in the Reference field if you use more than 10 characters in OE. In addition, for Adagio ePrint users, if you use more than 10 characters you will not be able to link from transactions in the Inventory History grid to the OE Invoice or Credit Note PDF document.

The 12-character field 'OE93A Document Number' has been added to the I/C Transaction History file as a temporary solution to store the extended 12-character OE Document number. This field is available for use in custom Crystal reports and GridView views. Adagio Inventory itself will not use this field until new version is released, although it is available in grids. The field is only populated going forward after OrderEntry 9.3A is used.

The Archived Transactions file in Adagio SalesAnalysis does not yet support the increased Document Number size (now 12 characters, was 8 in prior versions) in the 'Order no.' field. It also does not yet support the increased 'Reference' field (now 24 characters, was 12). There will be a loss of information in these fields if you use the increased size, archive and later restore the archived file in SA. The Invoice number was increased to 12 characters from 8. The Archived Transaction file does support the increased size and there is no loss of information for the Invoice number when restoring.

Other changes have been made to the data structure that may affect custom reports and view. Fields in the O/E Options file have been moved to an expanded Company Profile file (OEGLOB) and the Option file is no longer used. The O/E Order Status Log (OEOLOG), O/E Commission Report (OECOMM), and O/E Sales Summary (OESALES) files have been expanded and are now indexed for speed. The Invoice and Credit Note Audit List files have been expanded. The Tax Tracking file has been expanded.

Converting Modified and Custom Reports:

If you have modified any of the standard reports installed by Adagio OrderEntry you will have to redo those modifications for 9.3A. Any modified reports will be located in \Softrak\OrderEntry\ModifiedReports. These same reports must be recopied from \Softrak\OrderEntry\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\OrderEntry\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 OrderEntry 9.2A to work with 9.3A. See the Tech-Tip "ConvertingCustomCrystalReportsToHigherAdagioVersion.pdf". The Report Convertor Utility and related files are installed to \Softrak\System\ReportConvertor.

Also see Tech-Tips and Show Me How videos on creating and converting reports on Softrak's website at http://www.softrak.com/resources/technicaltips/technicaltips.php. You must scroll to the Tech-Tips.

Note: If you are upgrading from OrderEntry 9.2A but you did not update your custom reports created in Crystal Reports for Adagio 8.5 when you upgraded to 9.2A, you WILL have to update them for 9.3A. To do this using the Report Convertor you must get the Mapping Table file (TableInfo.txt) that has been changed to update to 9.3A rather than 9.2A. First, make a backup of the existing TableInfo.txt in \Softrak\System\ReportConvertor. Then copy TableInfo.txt in \Softrak\System\ReportConvertor\ForOE93A to \Softrak\System\ReportConvertor. If your custom 8.5 reports were already converted for 9.2A the mapping table is not required to convert your reports and you can ignore this step.

Softrak provides only limited support on the Report Convertor. We do not provide support for Crystal Reports, except as support is related to assisting you to locate data in the Adagio tables. The Adagio Data Dictionary Exporter tool (DDE) is useful for locating the tables and fields in the Adagio OrderEntry 9.3A dictionary. The DDE program, help and manual can be run from the Windows Start menu.

The 9.3A data dictionary contains 2 tables for each physical file - one for use by the Adagio OrderEntry program module and one for use by its reports. Standard reports and custom reports created with Crystal Reports 8.5 for Adagio use tables where the description ends with "(View)" in the DDE. The standard tables used by the module (and by GridView) do not. In Crystal Reports, the View table names end with "crview" (e.g. ao93ahedcrview). Standard tables do not end with "crview" (e.g. ao93ahed). Use the "crview" tables for modified reports or when converting existing custom reports. When creating new reports, use the standard tables without "crview". Future versions of Adagio will begin to use the standard tables for reporting. You must create a shortcut and add the parameter /ODBC to include the "crview" tables in the export to Excel in the DDE. Note: the "crview" field names are not prefixed with the application code (e.g. "OE").

For OrderEntry 9.3A the Extension files for document header and detail tables present in prior versions have been combined into the main table. The Master and Extension tables are

no longer needed and do not exist. **Therefore custom reports using the Master or Extension tables for Sales Order (current) or History documents cannot be converted by the Report Convertor utility. They must be converted manually in Crystal Reports.** This is the case whether the custom report was written using Crystal Reports for Adagio 8.5 or written for or converted to the "crview" table in Crystal Reports 2011-2016, or written for the standard tables in Crystal 2011 – 2016.

Composite tables using Extension tables are no longer required and have been removed for the OrderEntry 9.3A dictionary. The Composite tables 'OE Ord Detail /w Head' and 'OE Hst Detail /w Head' are available for use in GridView views.

See the Tech-Tip "ManuallyConvertingCustomCrystalReports.pdf". The Report Convertor Utility and related files are installed to \Softrak\System\ReportConvertor.

The single bit-mapped Print Status field in documents has been removed and replaced with individual fields: Order printed, Invoices printed, Credit note printed, Label printed, and Picking slip printed. These fields are Boolean (Yes / No) rather than a bit-mapped variable, making selection by print status much simpler in custom reports. Custom reports using the Print Status field in previous versions will require adjustment of fields and selection formulas.

For OrderEntry 9.3A, many fields commonly reported on in custom Crystal reports have been added to the header and detail tables to reduce the necessity of linking to other tables. You may want to modify your existing custom report do take advantage of this. Using these fields instead of linking to other tables simplifies reports and may speed up such reports noticeably.

In the header these include:
    Salesperson name
    Customer report group

In the detail these include:
    Category description
    Category commission rate
    Category commission paid?

Converting GridView Views

A data dictionary change from 'Adagio OrderEntry 9.2A' (@O92A) to ' Adagio OrderEntry 9.3A ' (@O93A) was required in order to support new features added for this version. GridView views created for earlier versions of Adagio OrderEntry <u>must</u> be recreated using tables from 'Adagio OrderEntry 9.3A'. GridView has the ability to convert existing views to a new table.

Note: The 9.3A data dictionaries contain 2 tables for each physical file - one for use by the Adagio module and one for use by its reports. The table Descriptions for the module start with "O/E or OE" and ones for use by its reports do not. When creating new views you must use the tables starting with "O/E or OE". GridView 9.2B and higher hides tables used by the reports so they cannot be used inadvertently. Tables starting with "OE" (no slash) are composite tables and can be used to create views.

See the Tech-Tip and Show Me How video on converting GridView views on Softrak's website at http://www.softrak.com/resources/technicaltips/technicaltips.php. You must scroll to the Tech-Tips.

You may find the Adagio Data Dictionary Export Tool useful for comparing tables in the Adagio OrderEntry 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.

Current and History tables were harmonized for 9.3A. Converting GridView views based on the History Header Master will encounter errors if certain fields are used in the view. The errors will be similar to 'The data set '@O92AHHM' does not exist! Missing secondary files for the set and '@O92AHHD' followed by 'Encountered an improper argument'. The conversion will fail and the view should not be saved. A future release of GridView will enhance the conversion of fields using partial matching and prevent these errors.

If any of these fields are used in a History Header Master view there will be errors during conversion. Do not save the view if this occurs. Remove these fields from the view and formulas within the view. The view can then be converted and saved.

Posting Seq
G/L Posting Seq
A/R Posting Seq
Home Currency
Source Currency
Rate Override
Foreign Rate Override

Composite tables using Extension tables are no longer required and have been removed for the OrderEntry 9.3A dictionary. The Composite tables 'OE Ord Detail /w Head' and 'OE Hst Detail /w Head' are available for use in GridView views.

The single bit-mapped Print Status field in documents has been removed and replaced with individual fields: Order printed, Invoices printed, Credit note printed, Label printed, and Picking slip printed. These fields are Boolean (Yes / No) rather than a bit-mapped variable, making selection by print status much simpler. GridView views using the Print Status field in previous versions will require adjustment of fields and selection formulas.

Upgrading from 8.1C - 8.1F   **Upgrade Complexity:**   **Difficult ♦**
This Release Notes does not cover upgrading from 8.1C - 8.1F. If you are upgrading to 9.3A from these versions, **before installing the upgrade**, it is important to review this information in the 9.2A Release Notes on Softrak's website or the OrderEntry Readme help.

Upgrading from 8.1B or earlier   **Upgrade Complexity:**   **Difficult ♦**
This Release Notes does not cover upgrading from 8.1B or earlier versions. If you are upgrading to 9.3A from these versions, **before installing the upgrade**, it is important to review this information in the 8.1F Release Notes on Softrak's website or the OrderEntry Readme help.