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What's New in AccountMate 12.2 for SQL and Express?

The most significant, most requested changes and new features in the latest release of AccountMate 12.2 for SQL and Express are listed below.

AccountMate Software evolves by adding features and functionality requested by our solution providers and users. These enhancements demonstrate AccountMate's commitment to continue to deliver benefit to users remaining on a current Maintenance Plan. Users on older versions of AccountMate Software can work with their Authorized AccountMate Solution Providers to determine if an upgrade is appropriate.

New Feature	Feature Description	Benefit
Supports Office 365 Email	AccountMate 12.2 for SQL/Express supports Office 365 email. To implement this feature, two email type options—**Exchange** and **Office365**--are made available in the Administrator program > **Company Setup** function. Choosing the **Exchange** email type option configures AccountMate to use Microsoft Outlook for emails, which was the system behavior in previous versions. This option is available only when Microsoft Outlook is installed. Choosing **Office365** configures AccountMate to provide a new email window and to use System.Net.Mail to send emails via DLL (Dynamic-Link Library). All functions from which users can send emails must be changed to use SMTP (Simple Mail Transfer Protocol) and the new email window. In addition, a **Mail Credentials** tab is added in the **Workstation Setup** function where users are required to enter their login credentials so they can use Office365 to send emails.	Since email is one of the most used mode of communication with customers, vendors, and even employees; this feature provides users great flexibility of sending emails from AccountMate using either Office365 or Microsoft Outlook, whichever is more convenient and more suitable for them.
Ability to Drag and Drop Files from Windows Explorer to the Attachment Window	AccountMate 12.2 offers convenience by providing the ability to drag and drop files from the Windows Explorer to the **View/Edit Attachment for xxx # [yyy]** window in AccountMate. Users simply choose an individual file or a group of files and move it/them to the **View/Edit Attachment for xxx # [yyy]** window. The file(s) will be automatically attached to the chosen transaction or maintenance record. Due to Windows limitation, this feature does not work when AccountMate is "run as Administrator."	This enhancement eliminates the hassle of going through several steps to look for the files for attachment, thereby providing a much quicker way to attach files to a transaction or maintenance record.

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Capability to Set the Default Location for Files/Records Exported from AccountMate	Previous AccountMate versions had inconsistent default location for exported reports and documents as well as maintenance and transaction records. AccountMate 12.2 is enhanced to provide users the capability to set in the Administrator program > **Company Setup** function **> Export Folder** field the default location for reports and documents as well as maintenance and transaction records exported from AccountMate. This user-defined default export folder will be the centralized location to which all workstations will be mapped or set in UNC (Universal Naming Convention) format. Authorized users must have access rights to this default export folder so they can successfully export the files to this same location regardless of which workstations they use to export the files.	This enhancement provides a centralized default location for reports and documents as well as maintenance and transaction records exported from AccountMate. This makes it easy for users to easily locate and better organize the exported files and records.
System toolbar shows the latest Microsoft Office Shortcut Icons	AccountMate 12.2 for SQL/Express' System toolbar is updated with the latest Microsoft Office shortcut icons. The changes made in the System toolbar are as follows: • Microsoft Teams shortcut icon is added. • Microsoft Office shortcut icons are replaced. • Clicking on Internet Browser directs the user to Microsoft Edge or the default browser. • Windows Explorer is changed to File Explorer. • Calculator is replaced with the Windows Calculator.	These changes make AccountMate up to date with the latest Microsoft technologies and terminologies.
Ability to Sort All Columns in the Detail Analysis Windows Grids in Sales Order (SO) and Accounts Receivable (AR) Functions	AccountMate 12.2 allows users to click on any column to sort data in ascending or descending order in the **Detail Analysis** windows grid that is available in **Customer Maintenance** and any applicable Transactions function in the Sales Order and Accounts Receivable modules. If the **Detail Analysis** window contains more than one grid, only the first grid columns will be sortable.	This enhancement provides users the flexibility to sort information based on other logical information.
Ability to Assign Standard Occupational Classification (SOC) Codes in Employee Records	A new **SOC** field is added in **Employee Maintenance** for users to provide the employee's Standard Occupational Classification (SOC) code. Federal agencies use the SOC system as a federal statistical standard to classify workers into occupational categories to collect, calculate, or disseminate data.	This enhancement makes it possible for users to use the Standard Occupational Classification (SOC) coding framework to classify occupations based on the skills and qualifications needed for the job.

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Option to Generate Pay Stub PDF files (not automatic) during the Payroll Check Printing Process	The **Email Pay Stub** feature in previous versions was designed in such a way that when the user printed a payroll check, AccountMate would automatically generate a PDF file showing the check (tagged as non-negotiable) and stub. The pay stub PDF file would be stored in the company database, ready for emailing to the employee at any time using the **Email Pay Stub** function. The process of generating a PDF file for each pay stub may slow down check printing especially when the user prints a multitude of checks. To optimize the check printing process especially for users who do not wish to email pay stubs to the employees, AccountMate 12.2 adds a **Generate Pay Stub File for E-mailing** checkbox in the **PR Module Setup > Printing** tab. Users may opt to unmark the checkbox to configure AccountMate <u>not</u> to generate the pay stub PDF files during the check printing or reprinting process.	This enhancement optimizes the payroll check printing process, thereby helping users save time while still giving them the option to generate the Pay Stub PDF files to be emailed to the employees if needed.
Inventory Vendor Record provides Option to assign the Same Vendor Part # to Multiple Inventory Items for the Same Vendor	In a real business scenario, some vendors might need to assign the same vendor part numbers to multiple inventory items. Previous versions, however, required users to assign a unique vendor part number to each inventory item for a certain vendor in **Inventory Vendor Maintenance**. This was a great feature that would help avoid duplicate vendor part numbers assigned to inventory items for the same vendor; however, there was no option to ignore this requirement. Users had no choice but to assign a unique vendor part number that was different from the actual vendor part number used by the vendor, thereby resulting in discrepancies.

AccountMate 12.2 addresses this need of certain vendors to assign the same vendor part numbers to multiple inventory items. When the user enters in **Inventory Vendor Maintenance** a vendor part number that is a duplicate of an existing vendor part number previously assigned to another inventory item for the same vendor, AccountMate displays a dialogue box informing the user about it and requesting confirmation whether to proceed with assigning the duplicate vendor part number. | This enhancement provides added flexibility in addressing the vendors' specific needs. |

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Warn the User when the Accounts Payable Post Date Differs from Invoice Date	AccountMate 12.2 has added transaction controls that warn users when the AP invoice Post Date is different from the AP Invoice Date. When the **Warn if Post Date Differs from Invoice Date** checkbox is marked in **AP Module Setup**, AccountMate verifies whether the Post Date matches the Invoice Date upon posting or amending the AP invoice. When these dates differ, AccountMate displays a warning message. Users still have the option to proceed with saving the AP invoice with the Post Date that they specified if it is their intent that the journal entries be posted on a different date from the Invoice Date.	This warning message serves as a reminder for users to first verify whether the Post Date and Invoice Date must match prior to saving the AP invoice transaction, thereby helping catch data entry mistakes that could lead to inaccurate reports and complicated reconciliation of GL Account ID balances.
Ability to Change Warehouse assigned to All Line Items in an Open Purchase Order	Previous AccountMate versions used the warehouse entered in the **Create Purchase Order/Create Purchase Quote by Vendor/Create Blanket PO > Information** tab as the default warehouse for the inventory items added in the **Line Items** tab. Changing the **Warehouse** code in the **Information** tab after adding inventory items in the Line Items tab, however, would not automatically change the warehouse assigned to each open line item in the **Line Items** grid. This latest AccountMate version provides users an option to automatically replace the warehouse assigned to each open purchase order line item in the **Line Items** tab each time the warehouse code in the **Information** tab is changed.	This enhancement gives greater flexibility if they missed a necessary step in the purchase order creation process (i.e., assigning an inappropriate default warehouse). It also speeds up data entry allowing users to save ample time and effort from needing to manually change, one at a time, the warehouse assigned to each individual line item.
Ability to Export AccountMate Reports into Microsoft Excel CSV format	Previous AccountMate versions provided the ability to export reports into files in different formats including Microsoft Excel; however, there was no option for export into the "data only" Microsoft Excel CSV format (XLS/CSV or Microsoft Excel Comma-Separated Values format). AccountMate 12.2 provides users with flexibility in exporting into the Microsoft Excel CSV format the AccountMate reports' raw data including the column headings.	This enhancement makes it easy and time saving for users to view, sort, and manage the report's raw data in MS Excel CSV format.

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Ability to Search for Customer Address during Purchase Order Shipping Address Setup	Previous versions required that the Sales Order number must be provided in the **Create Purchase Order by Vendor/Create Blanket PO > Information** tab to configure AccountMate to automatically use the customer's shipping address as the Purchase Order shipping address. AccountMate 12.2 is enhanced by always enabling the **Use Customer Shipping Address** checkbox in the **Create Purchase Order by Vendor/Create Blanket PO > Order From/Ship To** tab regardless of whether the sales order number is provided. Depending upon whether the **Use Customer Shipping Address** is marked and whether the sales order number is provided in the **Information** tab, the customer shipping address comes from these different sources: • When the **Use Customer Shipping Address** checkbox is marked and the sales order number is provided in the **Information** tab, AccountMate will use the shipping address in the specified sales order as the purchase order shipping address. • When the **Use Customer Shipping Address** checkbox is marked but the sales order number is <u>not</u> provided, AccountMate will display the **Customer # Full Search** window for the user to choose a customer. The purchase order shipping address will be the customer shipping address from any of the following: ➢ Customer address record (when the customer has only one customer address record set to be used as a shipping address) ➢ User-specified shipping address (when the customer has more than one customer address records set to be used as shipping addresses) ➢ Main address in the customer record (when the customer has no customer address record set to be used as a shipping address)	This enhancement helps users save time and effort in their day-to-day purchase order transactions and helps ensure accurate shipping addresses for the orders that the vendors will directly ship to the company's customers.

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	• When the **Use Customer Shipping Address** is <u>unmarked</u>, AccountMate will use the warehouse address as the purchase order shipping address; however, if the **Warehouse** field was blank, AccountMate will use the address provided immediately prior to unmarking the **Use Customer Shipping Address** checkbox.	
Remove "Price > Cost" Validation for Line Items Set Not for Use in Invoices/Sales Orders	AccountMate always validates that a line item's price (i.e., unit price, special price) must be greater than its cost (i.e., unit cost/average cost, return cost) in order to generate profit; otherwise, AccountMate displays a warning message. This validation is unnecessary in certain Purchase Order and Return to Vendor functions when the transaction line item is set in the inventory item record as not for use in invoices/sales orders. In AccountMate 12.2 this "price > cost" validation routine is removed from the following functions when the transaction line item is set as not for use in invoices/sales orders: • Inventory Maintenance • Inventory Type Maintenance • Create Purchase Order/Quote by Vendor • Create Purchase Order/Quote by Item • Create Purchase Order/Quote by Sales Order • Create Purchase Order/Quote by Reorder Quantity • Create Blanket Purchase Order • Receive Goods • Receive Multiple Purchase Orders • RTV Transactions • Receive RTV • Complete RTV	By removing the unnecessary validation from the functions listed in the Feature Description column, it streamlines the maintenance of inventory records and recording of transactions using these functions.
Ability to Filter Reports by New Date Range Options	Authorized users can filter reports using these new Date Range options: **This Quarter, Last Quarter, This Year,** and **Last Year.** Aside from user convenience, these new Date Range options make the reports more flexible to use and gives users the ability to focus the review of transactions recorded within the current quarter, previous quarter, current year, or previous year.	This enhancement also makes report macros and print batches more flexible and helps users configure each report according to their specific requirements.

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New Description column in the List Range Search Window	The List Range Search window has a new column that shows the short description of each record included in the window. For example, a Company Name column is added in the List Range Search window that shows customer numbers or vendor numbers. A First and Last Name column is added in the List Range Search window that shows employee numbers. Likewise, a new Bank Name column is present in a List Range Search window that shows bank numbers. For most records, a new Description column is added in the List Range Search window.	This enhancement facilitates easy identification of each record in the List Range Search window and thus help ensure that users choose the correct records from the list.
Ability to Filter Extended Rights Listing by User Accounts Status	The **Extended Rights Listing** has been enhanced by providing users the options to filter information in the report to include only the enabled user accounts, only the disabled user accounts, or all user accounts regardless of status.	This enhancement provides more flexibility to focus on the extended rights granted only to enabled user accounts or the extended rights granted only to the disabled user accounts.
Improved Sorting, Filter, and Search Capabilities in Security Reports	The Security Reports namely the **Extended Rights Listing, Function Access Rights Listing,** and **Locked-out User Listing** are enhanced as follows: • When the User Name sorting option is chosen, the Individual User Name checkbox will be available. • Search capability is available for the Group Name and User Name criteria. • When the Security sorting option is chosen, the report will be sorted by Security and User Name *(Note: applicable only to the Extended Rights Listing)* • The report displays criteria filter information.	These enhancements provide the flexibility for users to group and review the information per user name or security right, to search for group names or user names from the list, and to display on the report the user-defined criteria.
AR Aging Report shows the Customer Purchase Order #	The **AR Aging Report** in AccountMate 12.2 is enhanced to show the customer purchase order numbers**.** Mark the **Show Customer PO #** checkbox in the report interface to configure AccountMate to display in the **AR Aging Report** the customer purchase order number that is referenced to each applicable AR invoice.	This enhancement not only facilitates validation of the customer purchase order number referenced to each outstanding AR invoice, it also provides users the added convenience of seeing the customer purchase order number beside each AR invoice number in the report without the hassle of going through each AR invoice to obtain this relevant information.

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Ability to group AR Aging Report data by Parent Customer #	Previous AccountMate versions allowed users to consolidate information in the Accounts Receivable Aging Reports for the parent customer and its subsidiary customers, one parent account at a time. Since the **Consolidate Aging** checkbox was made available only when the **Customer #** primary sorting option was chosen and the **Individual Customer #** checkbox was marked, there was no way to generate a single AR Aging Report with consolidated information for multiple or all parent accounts. AccountMate 12.2 is enhanced to allow users to consolidate information for multiple or all parent accounts. When users mark the **Consolidated Aging** checkbox, they can choose to generate the AR Aging Report for an individual parent account, a range of parent accounts, or all parent accounts and their subsidiary customers. AccountMate will then show in a single AR Aging Report the consolidated information for the chosen parent accounts but separately by group of parent account and its subsidiary customers.	This enhancement facilitates the company's collection efforts by providing users the flexibility to group and review a consolidated report for a single parent account or for multiple parent accounts at one time. With the ability to generate a consolidated AR Aging report for multiple parent accounts at one time, users can save ample time and effort.
Option to Display the "Reprint" Watermark on the Pick List and Advanced Billing Pick List Reprinted Copies	Users may need to reprint **Pick Lists** and **Advanced Billing Pick List** for several reasons (e.g., printer jammed during printing, the first Pick List or Advanced Billing Pick List printout had issues, more copies are needed, etc.). The previous AccountMate versions provided users an option to assign a **Reprint** label for **Pick List** and **Advanced Billing Pick List** reprinted copies. In addition to this feature AccountMate 12.2 provides a new **Print "REPRINT" Watermark** checkbox in the **SO Module Setup > Printing tab > Report Form Multi-Copy Setup** window. Marking this checkbox configures AccountMate to display the "**REPRINT**" watermark on the **Pick List** and **Advanced Billing Pick List** reprinted copies.	The presence of the "REPRINT" watermark on the **Pick Lists** and **Advanced Billing Pick Lists** that had been previously printed makes it easy for users to identify which copies are reprinted.
New "Entered By" sorting option in the AP Invoice Detail Report	The **AP Invoice Detail Report** provides an option to sort data by users who recorded the AP invoice transactions (i.e., Entered By information).	This enhancement strengthens the internal control and facilitates identification of the specific user who recorded each AP invoice transaction.

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Quarterly Payroll Tax Reports Allow More Flexible Tax Year Selection	In previous AccountMate versions the Quarterly Payroll Tax Reports namely the **QTD Tax Withholdings Report**, **State Quarterly Report**, and **Local Quarterly Report** had "Current Year" and "Previous Year" options for users to choose when generating the report. In this newest version the "Current Year" and "Previous Year" options are replaced with a field in which users can manually enter the desired specific year for which they want to generate the report.	This enhancement allows more flexibility for users to specify the desired year, not just limited to the current or previous year, for which the Quarterly Payroll Tax reports will be generated.
Employee W-4 Listing shows Information from Employee Maintenance W-4 2020 Tab	The **Employee W-4 Listing** is enhanced to include all information from the **Employee Maintenance > W-4 2020** tab.	This enhancement facilitates a more comprehensive, complete, and up-to-date report that includes the employee W-4 2020 information.

Contact your local AccountMate Solution Provider for additional information or a demonstration of the software.
If you need assistance in identifying your local solution provider, you can call AccountMate Customer Service at 800-877-8896 x 520.

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