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Training: Your Most Cost Effective Investment

Dear AccountMate Clients,

Investing in your business can mean many different things - from putting in money for capital equipment, technology or personnel to just flat devoting more of your time and energy to the job. But the **biggest payoff** we see is when businesses invest in the **training** of their employees - making their **jobs easier, simpler, faster, and less error prone**.

Especially in something as complex as a financial management system where the number of transactions are large, the **opportunities to post something incorrectly**, or inefficiently via a convoluted method, are **innumerable**.

We also often meet clients after their system has been installed and **running for years**, yet the beginning configuration was **incorrect or not optimized** for their business.

Finally, even with excellent initial training if you've had **personnel turnover** then it's easy to **lose the understanding** of why things are done the way they are, and instead you have employees doing transactions purely because "that's how we've always done it" - which **might not be applicable today**.

All of these scenarios result in **financials that** either **aren't correct** or are **labor intensive** to "jerk straight" at the end of the month or fiscal year to match the subledger reports that validate the financials - and you **lose the detailed visibility** you need to effectively run the business.

So, **if you don't TRUST your financials** - and by that I mean, **if you're not confident that you can at any time transfer all modules to GL and see an interim Balance Sheet and Income Statement that you believe is at least 99% accurate** - the solution is most likely employee training.

This is an investment that will last for as long as the employee is part of your organization, is often the catalyst for other process improvements, and **nothing is more valuable to your business than being able to trust your accounting statements at a moments notice** so you can make the critical decisions necessary in today's fast paced environment.

Regards,

Al Wittmann
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<http://www.fourim.com>

LAN 5 Extended Support Ends Next Year

Extended Support for AccountMate LAN 5 ends on July 31, 2010. While the Payroll Tax Subscription is included in Extended Support, since it will be released next January for the entire year, all of 2010 will be covered. Please note, however, that 2010 will be the final year for Payroll Tax Subscription for LAN 5, so please contact us if you're currently running Payroll in LAN 5.

AccountMate Basic Product Training Class

AccountMate regularly holds product training classes at their corporate offices in Petaluma, CA, covering the planning and implementation of the AccountMate 7 core financial modules (AP, AR, BR, GL, IC, PO, SO, and UM). The cost of the class is \$2,085 per person, not including travel and hotel expenses.

The next scheduled class is October 14-16. **If you are interested in the class please contact us at Fourim (877-867-1118) or by <replying> to this e-mail.**

Free Vertical Solution Webinar

AccountMate continues to offer webinars on vertical solutions to improve your business. All webinars are one hour long from 1:00pm to 2:00pm CDT, unless otherwise noted. **If you would like to attend please contact us, by <replying> to this e-mail to sign up for the webinar.**

Stonefield Query - Thursday, October 8 - a reporting solution that enables you to pull data out of one or more databases and provides reports.

Tech Note: Understanding the Effects of Cash Flow Category Assignment

The **Statement of Cash Flows** is one of 3 reports that make up a company's basic financial statements. This report is important in that it shows how different types of business activities affect the company's cash balance at the end of its fiscal year. In order to get an accurate report, it is critical that you assign the correct cash flow category in the **Cash Flow 1** and **Cash Flow 2** fields in the **Information tab** of the **Chart of Accounts Maintenance** function. This article explains how each cash flow category is used in the Statement of Cash Flows. This TechNote contains a downloadable version of the article.

Article 1131: Understanding the Effects of Cash Flow Category Assignment

Technical Tips

Versions: AM7 for SQL, Express and LAN
AM6.5 for LAN (LN603 and higher using SQL Payroll)

Modules: PR

Q: *I set up a new paid leave code called "Vacation". When I attempt to assign the leave code to the employee I am unable to see it in the **Paid Leave** tab in **Employee Maintenance**. What did I miss?*

A: Access Earning Code Maintenance and select the earning code you will use to calculate payroll for this employee. Click the Accumulate Paid Leave tab and ensure that there is a check mark in the Accumulate check box for the appropriate paid leave code.

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Versions: AM7 for SQL, Express and LAN
AM6.5 for SQL, MSDE and LAN

Modules: SO, AR, RA

Q: *I attempted to delete a customer record using the **Customer Maintenance** function; however, I encountered a message, "Unshipped Sales Order(s) found for this customer. Deletion is not allowed." How can I successfully delete this customer record?*

A: To delete a customer record with unshipped sales order transactions, first cancel all open orders for the customer record you want to delete by performing either of the following:

- Access the **Cancel SO Open Order** function. Enter in the **From** and **To** fields the customer # whose open orders you need to cancel, and click **OK**. In the second **Cancel SO Open Order** window click **Mark All** to mark the **Cancel** checkboxes for all open orders displayed in the grid; then, click **Save**. A message is displayed informing you of the number and total amount of the canceled open orders. Click **OK** to close the message window. Use this approach if there are several open orders that must be cancelled.
- Access the **Create Sales Order** function, and choose the **Amend Sales Order** option. Enter the SO # of the open order you need to cancel; then, click **Cancel**. When a dialogue box appears asking for confirmation to cancel all items on the open order; click **Yes** to confirm. Use this approach if there is only one open order that must be cancelled.

Note: When you have cancelled all of the customer's open orders, you can proceed to delete the customer record using the **Customer Maintenance** function.

Out of Office Notification:

I will be attending Synergy 2009 (the AccountMate Business Partner Conference) in San Francisco, the week of October 19th. I will be able to provide support from there and will be available via cell phone (440-567-4481) or email (support@fourim.com). Unlike in past years, there will not be an issue with availability during flight times, as I am flying on the weekends. You can also leave a message on voicemail and I will return the call as quickly as possible.

AccountMate

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