

Solution Time

SPRING
2004



Spotlight on a Module.....	2
MAS 90 tips & tricks.....	2
BusinessWorks Gold.....	3
ACT! 6.0.....	4
Paperless Office.....	4

The Future of MAS 90 and MAS 200

Of course all of the following information from Best should be considered a goal. As you all know version 4.0 was originally scheduled to come out last year.

be included with your annual Best Software maintenance. We'll bring you the news on which enhancements will be included in the release as soon as we know.

MAS90 and MAS200 version 4.05 will be released in late 2004. This is going to include payroll and 1099 updates as well as other unspecified maintenance enhancements for customers active with an active subscription plan. It is expected that this release will incorporate certain of the Extended Solutions(formerly Macabe easy solutions..Direct Deposit etc.) Best recently bought the Easy Solutions and the maintenance will now

The next major release for MAS90 & MAS200 (version 4.1) is scheduled for summer 2005. The modules to be upgraded are currently slated to include Accounts Receivable, Sales Order, RMA, Bank Reconciliation and eBusiness Manager. The new enhancements are expected to include support for the new grid-based data entry and the new object model.

4.0 USERS GROUP

The wait is over. Everyone on a current subscription plan should have the new version 4.0 for MAS 90 and MAS 200. The culmination of over 12 months of development effort and extensive usability tests, MAS 90 Version 4.0 represents the most significant release since the introduction of its Windows-based product in 1996. These new versions of MAS 90 and MAS 200 are packed with major enhancements designed to streamline accounting operations, make management reporting more responsive, and reduce the learning curve for new users. We would like the opportunity to show you some of these features at our upcoming users group meeting. Kathleen Peden, Allan

Harlan and Brenda Ballew recently attended an extensive training session on version 4.0 and are now qualified to train and install the new software.

The users group is scheduled for **May 14th** at the Pulaski Tech Workforce Development Center next to the IMAX theatre in Little Rock. There is no charge for this users group, we just ask that you let us know how many from your company will be attending.

We will be highlighting some of the changes and answering any questions you might have concerning 4.0. The group will begin at 9:00 a.m and end at 12:00.

Just set your 4.0 aside for the time being and we'll let you know when it's safe to install the upgrade. Because this is a

major upgrade, unless you have a VERY talented IT staff, you might want to let us do the installation.

Workforce Development Center:

Aerospace Education Center/IMAX Theater in Little Rock at 3303 East Roosevelt Road



Spotlight on a module

Credit Card Processing

FAQ

Credit Card Processing

What are the ongoing fees for Credit Card Processing?

The fees paid to process credit cards through the Credit Card Processing module are no different from the fees that would be paid by using traditional terminals. Neither Best Software nor GO Software collects transaction fees.

What exactly does the Credit Card Processing module do?

The module uses credit card information entered into the Sales Order and Accounts Receivable modules to automatically obtain authorizations and perform other transactions.

In today's environment it is more important than ever for companies to be able to accept payment by credit cards.

If your company doesn't currently accept credit cards, maybe it's time you take a look at how easy it can be to get started. Some of those 'slow pay' customers might be willing to catch up if they could put it on the company credit card.

The PCCharge Payment Server is integrated into MAS 90 and MAS 200, allowing you to accept credit card payments through the Sales Order and Accounts receivable modules, as well as the .store and .order e-Business Manager applets. Credit card payments are authorized and processed directly from within the MAS 90 and MAS 200 applications. All transactional information, such as authorization codes,

is captured and stored within the appropriate application database for historical and reconciliation purposes. The powerful processing features of PCCharge Payment Server with MAS 90



or MAS 200 integration give you the ability to process credit card transactions quickly, efficiently, and cost effectively, while providing superior service to your customers. And the system's fraud-prevention features protect both you and your customers from unauthorized credit card usage.

TIPS & TRICKS

Process Payroll Checks in the Next Quarter

There are no future postings in Payroll. However, it is sometimes necessary to prepare payroll checks for the next quarter before the present quarter has been closed. This procedure will allow you to print checks in the following quarter before you close the previous quarter.

1. Select Payroll / Main / Payroll Data Entry
2. Enter the default payroll cycle values to be used.
3. Be sure to verify that the period-ending date falls in the future quarter.
4. Continue to process the pay cycle as usual using either the automatic pay feature or individual entries.
5. Calculate taxes and run all necessary reports.
6. Print the payroll checks.
7. At the point of update, the registers may be printed, but do not update the check registers.
8. Before this current payroll's check cycle can be updated, the period-end processing for the previous quarter must be completed.
9. Close the previous quarter, which will allow the system to advance the current payroll processing quarter to the next quarter.
10. Print the check register again for the cycle processed in steps 2-6.
11. Update the check register for the current processing cycle.



This process should only be used for the first payroll in the next quarter prior to closing the current quarter. We also suggest that before performing this procedure, a back up of the payroll data is performed.

New Features in BusinessWorks Gold v4.1

Do you use multiple warehouses? If so, you will be excited to hear that the Automatic Purchase Order and Order Recommendation Report have been enhanced in v4.1 to support multiple warehouses. Previously in BW Gold and v12, the Automatic POs and the Order Recommendation Report provided purchasing recommendations for the total sum of all warehouses and could not provide recommendations for individual warehouses.

New in BusinessWorks Gold v4.1: The Order Recommendation Report will report accurate information when multiple warehouses are used and the report is produced for either all warehouses, a range of warehouses or a single warehouse. Additionally a sort by warehouse parameter has been added to the Order Recommendation Report. The Automatic PO will create POs for a single warehouse or all warehouses. If created for a single warehouse the Automatic PO will generate the PO for a part even if the warehouse is not the primary warehouse for the part. If the Automatic PO is created for all warehouses, it will continue to function as it does today.

BusinessWorks Gold customers with an active client care agreement will receive this improvement automatically at no additional charge.



BUSINESSWORKS GOLD

BusinessWorks Gold customers with an active support plan receive a free upgrade to BusinessWorks Gold version 5.0 scheduled to come out in late 2004.

BusinessWorks Gold A/R Hot Fix

The BusinessWorks Gold 4.0 A/R Hot Fix is now available on the Best Online Support and Services (BOSS) web site. This update prevents payments from being removed during an Accounts Receivable close when those payments had been applied to deposits, open credits, cash refunds or finance charges.

Who's affected? This issue affects BusinessWorks Gold v4.0 customers who use Accounts Receivable and who installed Service Pack 1 and/or Service Pack 2. To check, launch BusinessWorks Gold and select *Help > About*. If you installed this update, the version will read "4.00 SP1" or "4.00 SP2". (This issue does not affect customers on v3.0x.)

Will this affect my Payroll Tax Tables? No. This special update affects the Accounts Receivable Close option only. It does not include Payroll tax table changes.

I have already installed SP2. Do I still need to install this update? Yes. Because SP2 was released before this issue was discovered, it does not include this update.

Will installing SP2 overwrite the changes in the Hot Fix? No. SP2 does not affect the Hot Fix update.

When should I install this Hot Fix?

Free Web events and Seminars:

Lowering Fixed Asset Costs with FAS Asset Inventory

April 27 - 2:00PM - 3:00PM Central
Time

Are You Outgrowing Your BusinessWorks Gold?

May 13 - 12:00PM - 1:00PM Central
Time

Extended Solutions Paperless Office – The Future is Paperless

May 20 - 12:00PM - 1:00PM Central
Time

If you have questions or need assistance with registration, please call 1-800-390-3654 or e-mail

best.events@bestsoftware.com

Please install this update before you perform your next Accounts Receivable close.

To download this service pack... You can access BOSS from within BusinessWorks Gold. Here's how: 1. Click the View menu and select Viewer to enable the option if it is not checked. 2. Select the User Assistance resource bar (the gray bars running down the left side of the screen) and click Contact Support. 3. In the window displayed, click BW Support on the Web. 4. Log in to BOSS*. You will be taken directly to the BusinessWorks page, and your login will be remembered the next time you access BOSS through BusinessWorks Gold. * If you have not registered for BOSS, click Register now and follow the onscreen instructions. A short while after completing your registration, you will receive a registration confirmation. 5. Click the link for the service pack at the top right under Latest BusinessWorks Site Changes.

C - R - M

Three letters your company can't afford to do without.

ACT! and the ACT! Link Customer Relationship Management for MAS 90 and MAS 200.

The most valuable asset of any company is its customers. Taking care of existing customers and servicing their needs is vital to success. Linking ACT! contact management software to your MAS 90 or MAS 200 system can benefit both your customer service and sales performance. ACT! is the #1 best selling contact management solution. Get instant access to every contact detail to better manage and build your business relationships.

Just a few of the benefits of using ACT!

- See the big picture by managing groups of customers by interest, project, and more.
- Improve business relationships
- Never miss a meeting
- Access to critical information whenever/wherever
- Manage the sales process throughout the entire cycle
- Easy to use

The ACT! Link adds:

Customized data mapping allows MAS 90 or MAS 200 data fields to be synchronized. You choose which direction the transfer of data goes for each individual field.

Launch MAS 90 or MAS 200 talks from within ACT!

Keeps a history in ACT! for MAS90 or MAS 200 transactions for activities such as new sales quotes, deleted quotes and edited quotes.

The ACT! Link protects your vital accounting information. Full security will be in effect whenever and ACT! user tries to access a MAS 90 or MAS 200 specific task.

By leveraging the strength of two industry leaders, your company can connect your front office, sales and customer service, with your accounting system, enhancing your overall efficiency and profitability.

Possibly the best feature of ACT! is the pricing. For a single user copy of ACT!, you only pay \$200.00 + \$450 for the ACT! Link. For a (5) user license the price is \$900.00 + \$450 for the ACT! Link. For more information and to see an online demo of the product just click here



Paperless Office: It Just Makes Cents.

Software Solutions has been installing more and more Paperless Office enhancements recently. Clients are beginning to realize the value of electronically storing documents instead of printing everything. If the price is a sticking point for you, consider this; the cost of printing a single sheet of paper averages .05-.07 cents. Think about how many times you print a 50 page report, register, journal, or any other document originating from MAS 90 or MAS 200. It doesn't take long for those pennies to add up. The ease of searching for a PDF in your computer files versus digging through file cabinets for a single piece of paper is another advantage of going paperless. Just look at how much paper you print every month and decide how many months it would take for the Paperless office to pay for itself. Call soon to take advantage of April promotions from the Best Software extended solutions.



ACT! 6.0

CONTACT INFORMATION

**Software Solutions, LLC
650 South Shackleford, Suite 400
Little Rock, AR 72211**

**Phone: 877-954-7171
Central Arkansas: 501-954-7171
Fax: 501-954-7197**

**SOFTWARE
SOLUTIONS, LLC**