Sage 300 ERP Newsletter

Issue 2 - 2014



In This Issue

Page 1

What's New with Sage 300 ERP?

Page 2

Sage CRM: 7 Reasons to Invest in Mobile CRM

Page 3

Sage HRMS: In-House Payroll vs. Outsourcing

Page 4

New Features in Sage 300 ERP Intelligence Reporting

Sage Accpac 5.6 Retirement



WHAT'S NEW WITH SAGE 300 ERP?

In case you missed it, Sage 300 ERP 2014 was released in March and is now available for download. And then just several weeks later, Product Update 1 for Version 2014 was released. So let's take a look at what's new with Sage 300 ERP (formerly "Accpac") and get you caught up.

Sage 300 ERP 2014 - A Bird's Eye View

One of the first things you'll notice is a totally refreshed and modernized user interface including a redesigned desktop, new ribbon style menu, and updated icons that make it *really* easy to move through screens and find the tools and menus you need most. What's more, **Data Entry Screens** are now 30% larger to provide improved column alignment and more white space.

New **web and mobile apps** connect your local Sage 300 ERP system with new functionality in the cloud like Sage Mobile Sales, Sage Mobile Service, Online Billing and Payment, and Sage Inventory Advisor. It's the best of both worlds - the cloud and your local ERP system working together.

Simply put, Sage 300 ERP 2014 features an intuitive new design and expanded functionality that helps you save time and get work done faster - all without sacrificing the familiar screens and workflow that you've grown accustomed to.



Sage 300 ERP 2014 Release Guide

Email us and we'll send you a copy of the 10-Page release guide with details on all the new features & system requirements in Sage 300 ERP 2014.

Product Update 1

Just a few weeks after the new version was released, Sage announced the first update for Sage 300 ERP 2014. Here are some of the new features added in Product Update 1:

- The new Entered By Field allows you to identify who created certain documents in Accounts Receivable, Accounts Payable, Order Entry, and Purchase Order windows.
- Import/Export documents formatted in Microsoft Excel 2007, 2010, and 2013.
- Easily Print Transaction Listings across multiple fiscal years in the General Ledger.
- who is currently logged into the system along with which screens they have open, making it easier to manage system updates and other database management tasks.





Sage 300 ERP 2014 with PU1 What's New

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Contact us and if you need help updating, upgrading, or anything in between.



Spotlight On: CRM

7 Reasons to Invest in Mobile CRM

You've heard it all before ... the future of business is mobile, more people rely on their phones than ever before, tablets are outpacing desktops, and so on .. so why haven't you invested in Sage CRM Mobile yet?

The benefits of mobile CRM go beyond tech trends and business jargon. It can actually have a significant impact on your company, your employee's day-to-day interactions, and your bottom line. Here are 10 reasons you should invest in Sage CRM Mobile today.

1. Close More Sales ... In the Office or Away

With mobile access to leads, contacts, and opportunities, your sales team will have the information they need to close more business in the office or on the road.

2. Get to Know Your Customers Better

Your staff can check customer history, call notes, and case information on-the-go or before they walk into a meeting with a major customer. When your entire CRM solution is on a mobile device, your team will never miss a beat.

3. Stay Productive Anywhere

Access to the right information at the right time can help reduce the need to return to the office for administrative tasks (place orders, create quotes, update database, etc).

It also eliminates the need to call in and interrupt other departments - like accounting or warehouse staff - with requests for customer status or product availability. All the information you need is in the palm of your hand.

4. Say Goodbye to Paperwork

In today's digital world, nothing is more time consuming and error prone than dealing with paper. Thanks to the **tight integration with Sage 300 ERP**, Sage CRM Mobile dramatically reduces paperwork and duplicate data entry.



5. Reduced Errors & More Accurate Data

When you provide mobile access to your CRM system, you'll minimize the need for external sources of data (handwritten notes, spreadsheets, personal contacts, etc).

The result? Reduced errors, improved data accuracy, and information that's available *everyone* in real-time.

6. Shorten Learning Curve, Improve Adoption

When you allow your staff to use familiar mobile devices, such as an iPad or phone, they become more comfortable and likely to use CRM - which is good for your business.

7. Improve Team Collaboration

With data moving freely between employees and departments, you can tap into new ideas and information that can transform the way you do business. Sage CRM Mobile breaks down department walls to encourage collaboration between teams and across your company.

Ready to Go Mobile?

<u>Contact us</u> for more information about setting up Sage CRM Mobile for your company.





Spotlight On: HRMS

In-House Payroll VS. Outsourcing

Once upon a time, only huge companies with sizable budgets and equally large payroll departments could afford to process payroll in-house. But with changes in technology and significantly more affordable HR & payroll software systems like **Sage HRMS**, outsourcing payroll may no longer be the most cost-effective solution for small and mid-sized businesses.

Here's a look at a few of the key benefits, and potential cost-savings, of processing payroll in-house.

The REAL Cost of Outsourcing

At first glance, outsourcing payroll may seem practical because you avoid the up-front costs of purchasing and implementing payroll software. But numerous studies have shown that the cost of ownership of in-house payroll software drops dramatically beginning in year two.

By contrast, the expense of outsourcing payroll almost always continues to climb year after year and you have little control over it other than shopping around and switching providers - which can be a real hassle.

With outsourcing, you typically start with a base account fee plus another fee for each paycheck. Additional services such as W-2 printing, 1099 mailing, or even last minute change fees can substantially increase the cost of each outsourced payroll. And if you need a report that you can't produce with their standard reporting tool, tack on another fee.

Better Control With In-House Payroll

Most companies don't realize the significant loss of control over the payroll process until after they've committed to outsourcing. Not only do you lose control over sensitive wage and benefits information, you're also giving up some level of control and flexibility over reporting. With a system like Sage HRMS Payroll, you get built-in reports and analytics that allow you to slice and dice the numbers to make timely and effective business decisions.



Another overlooked aspect of control is that most payroll service providers mandate that you **meet their deadlines and work on their schedule**. If there's a problem with the payroll information you submit, you wait on their schedule for corrections to be made and potentially delay the release of paychecks (there's no faster way to impact employee morale than to delay payday!). Plus, outsourced providers will tack on fees and penalties to make the corrections.

With in-house payroll software, you get maximum flexibility and control over the process from paychecks to reporting.

What About Tax Compliance?

If you think you have to spend hours researching tax laws and keeping up to date on ever-changing rates and rules, think again. Sage HRMS Payroll offers continuous tax table updates and automatically calculates all federal and state taxes. And with the electronic filing service offered by Sage, you don't have to do anything other than run payroll and let Sage HRMS take care of the rest.

Does In-House Payroll Make "Cents"?

<u>Contact us</u> and we're happy to take a closer look at whether in-house payroll processing makes dollars and sense for you.



New Features in Sage Intelligence Reporting

Sage 300 ERP 2014 Intelligence Reporting features a new Report Designer module, a fresh new look, updated reports, and more. Let's take a closer look.

A New Interface & Faster Performance

Based on valuable customer feedback, Sage Intelligence Reporting features a new user interface, ribbon style menu, informative icons, and descriptive labels for each function.



You'll also notice that right-click menus in the **Report**Manager have been simplified including these updates:

- The Right-click options "Run Sample" and "Refresh" are now accessible through the Home tab.
- The Labels "Create and Link Template" and "Purge Instance History" have been replaced by "Save Excel Template" and "Clear Report History."

But perhaps most important is the implementation of new **In-Memory Technology** that provides a faster, more responsive experience when running and designing reports.

More Control Over Financial Reports

With the new **Report Designer**, you now have two options for creating and designing financial reports depending on how comfortable you are with Excel.

For novice users of Excel, the easy-to-use **Layout Generator** provides a set of standard layouts that you can edit to suit your unique reporting needs to get up and running quickly.

For advanced users of Excel, the new **Task Pane** provides maximum control and flexibility over financial report layouts with direct and dynamic access to General Ledger data along with data lists, formulas, and reporting trees.

Other Notable Enhancements

- Four New Financial Report Templates including Income Statement, Balance Sheet, Financial Ratio Report, and General Ledger Forecasting Report.
- A new Profitability Dashboard with visual graphics to help you identify high volume products, top performing salespeople, and trend lines.
- Updated look & feel of Standard Reports modernized for a cleaner look and better report flow.
- Updated Compatibility Intelligence Reporting is now compatible with the 32-bit and 64-bit versions of Excel 2007, 2010, and 2013.

Want to Learn More?

<u>Contact us</u> for more information, or download the <u>What's</u> <u>New in 300 ERP 2014 Intelligence Reporting guide.</u>

SAGE ACCPAC 5.6 RETIREMENT

Sage Accpac Version 5.6 is set to retire on **July 1, 2014**. Many of you are probably already planning to upgrade to Sage 300 ERP Version 2014. But before getting started, here are some important things to consider:

- If you are running Accpac ERP 5.6, you can upgrade to Version 2014 directly. But you must be running the latest Product Update 4 for Version 5.6.
- If you are running Sage ERP Accpac 5.5 or earlier, you must first upgrade to Version 5.6, Product Update 4.
- Before you upgrade, check out the <u>Sage 300 ERP</u> <u>Version 2014 Compatibility</u> guide.
- Backup your data before getting started!!

As Your Technology Partner We're Here To Help!

Contact us if you need help with an upgrade.

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