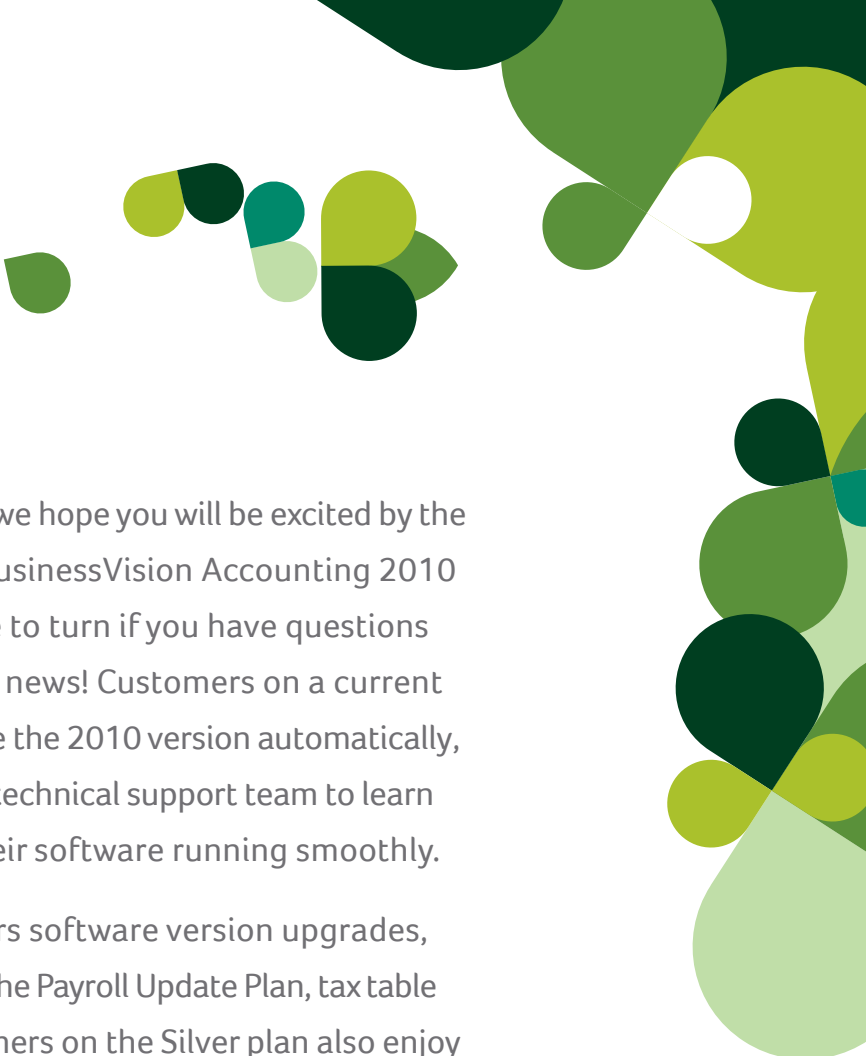


2010  
Release Guide

# Sage BusinessVision Accounting






As you read through this Release Guide, we hope you will be excited by the new enhancements available in Sage BusinessVision Accounting 2010 software. You may be wondering where to turn if you have questions about any of these new features. Great news! Customers on a current Sage Business Care Plan not only receive the 2010 version automatically, but also have access to our experienced technical support team to learn about the new features and to keep their software running smoothly.

A current Sage Business Care Plan offers software version upgrades, service pack updates, and when you add the Payroll Update Plan, tax table updates for your Payroll module. Customers on the Silver plan also enjoy added access to five Realtime Learning Courses and five support calls. And for maximum maintenance and support, Gold Plan members have an unlimited number of support calls with our technical support staff using a toll-free phone number, a 15% discount on additional Sage BusinessVision products, as well as unlimited access to Realtime Learning Courses and support tools.

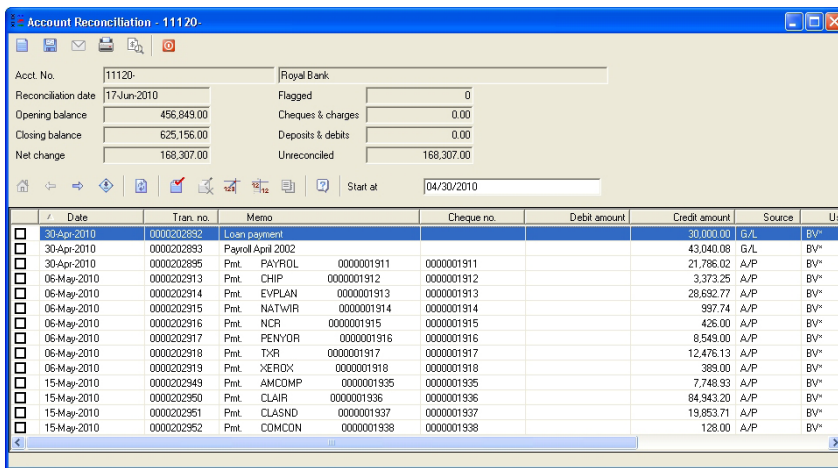
Our goal is to help you get the most productivity out of your software. To learn more about Sage Business Care, give us a call at **800-642-7693**, or send an email to: **[customercare.bv@sage.com](mailto:customercare.bv@sage.com)** today.



# Enhanced Usability

## Reconcile accounts more quickly and easily

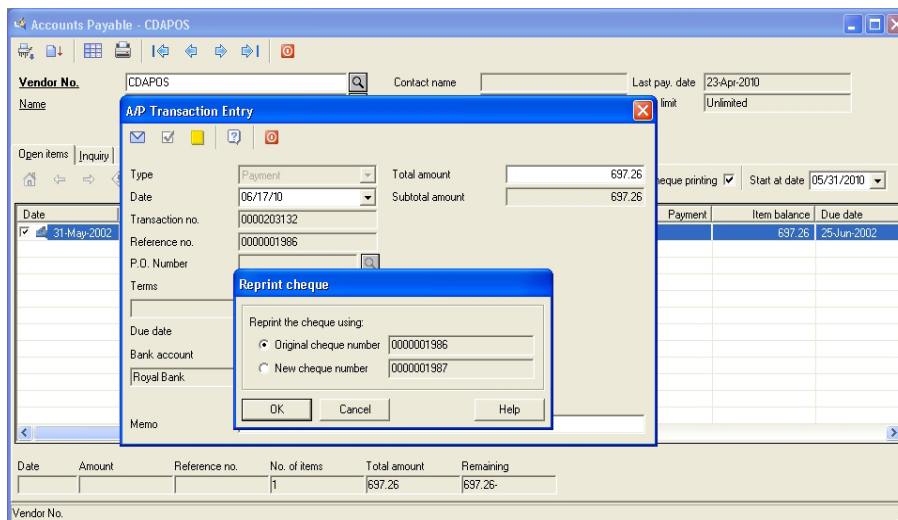
Sage BusinessVision 2010 software includes an updated Account Reconciliation module that provides greater flexibility when reconciling accounts, searching transactions, and clearing items. You can also review the cheque details included in the reconciliation process using the new Search by Cheque Number feature, which allows you to easily sort or search for the cheque you want to review.



In addition, the account reconciliation process is more streamlined. Sage BusinessVision 2010 technology automatically populates the opening balance of the current reconciliation process with the ending balance from the reconciliation process completed in the previous month.

## Ensure your cheques print correctly every time

Verify that your cheques have printed successfully at the end of the cheque printing process using the new prompt to reprint cheques feature. Problems printing cheques? No problem for Sage BusinessVision 2010 software. Simply select the cheque that printed incorrectly and your Sage BusinessVision software will do the rest. No more voiding and reissuing cheques.



## Never miss an important note

Don't miss important information about customers, vendors, items, employees, and other components. Sage BusinessVision software now clearly indicates when components have notes assigned, as well as the number of notes saved for each component.

Customer Details - SNDMCH

Customer No.   On hold  
Name

Address | Details | Ship to | Taxes and shipping | Info | Sales information | Accounts Receivable | S.O.s | S.O.s History | **Notes [3]**

Address:    
City:   
Postal code:  Province:   
Country:   
Tel. No.:   
Fax No.:   
E-mail:

Contact:   
Name:   
Tel. No.:   
Other:   
E-mail:

Web page:

Created:   
Last modified:

Customer No.

Find

Find Vendor Specific Prices(s) where ...

Vendor No.    
and  
Cost price

Vendor No.	Part number	Cost price
EVPLAN - FX-280 - EA	FX-280	185.00000
EVPLAN - FX-500 - EA	FX-500	300.00000

## Access designated pricing quickly

Quickly and easily find the prices assigned to customers and vendors from one simple search. Sage BusinessVision 2010 technology now includes customer- and vendor-specific prices in the Find utility.



**Data Validation**

Date Range  
 All Start date 06/17/10 End date 06/17/10

Accounts Receivable  
 Validate G/L transactions Last run date: Never  
 Validate customers No errors View

Accounts Payable  
 Validate G/L transactions Last run date: Never  
 Validate vendors No errors View

Sales Analysis  
 Validate G/L transactions Last run date: Never  
 Validate A/R transactions No errors View  
 Validate customers

General Ledger Transactions  
 Validate G/L transactions Last run date: Never  
No errors View

General Ledger Chart of Accounts  
 Validate fiscal period balances Last run date: Never  
No errors View

Progress  
Accounts Receivable

Abort Exit Help

### Keep an eye on the state of your data

Ensure your Sage BusinessVision data is healthy using the new Data Validation utility. Sage BusinessVision 2010 application can scan your database to ensure the integrity of your data and warn you of potential problems.

### Experience easier workbook signoffs

Need to have supervisors sign off on transactions? Sage BusinessVision no longer prints dates in workbook fields by default, making the signoff process more intuitive and tracking employee signoffs even easier.

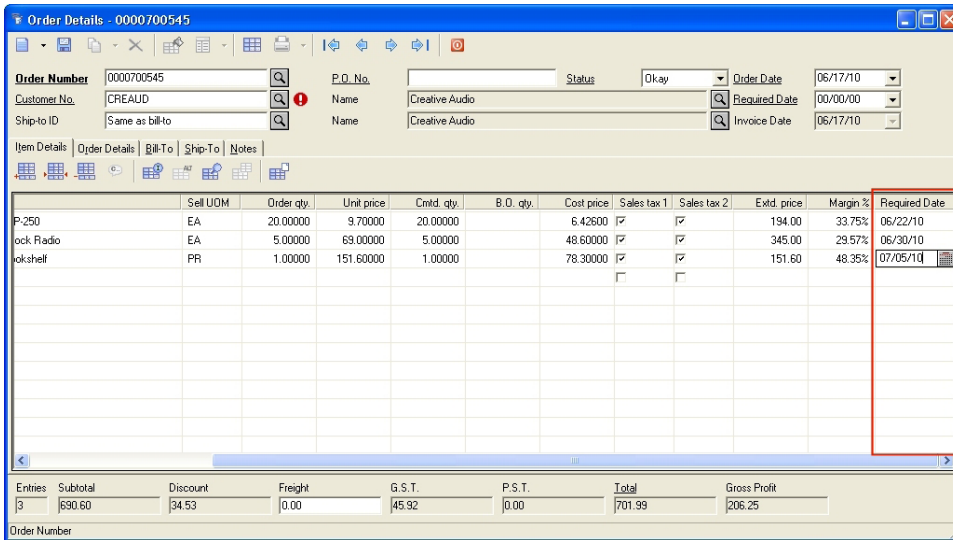
### Stay in balance with general ledger journal suggestions

Speed up journal entries with general ledger journal suggestions. Sage BusinessVision 2010 software displays the necessary amounts to balance entries on subsequent lines, speeding up data entry and helping to ensure your entries are in balance.

# Simplified Business Processes

## Easily record a required by date for individual line items

Gain even more control over when individual items on orders need to ship or when individual items on purchase orders are expected. Sage BusinessVision 2010 technology allows you to record the date required for each item on an order instead of one date for the entire order.

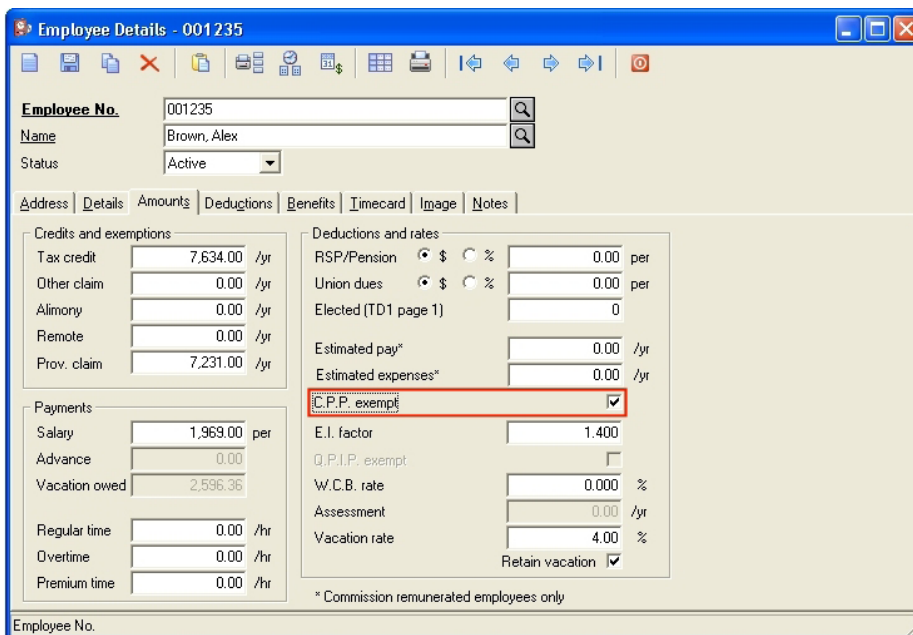


## See more information at a glance

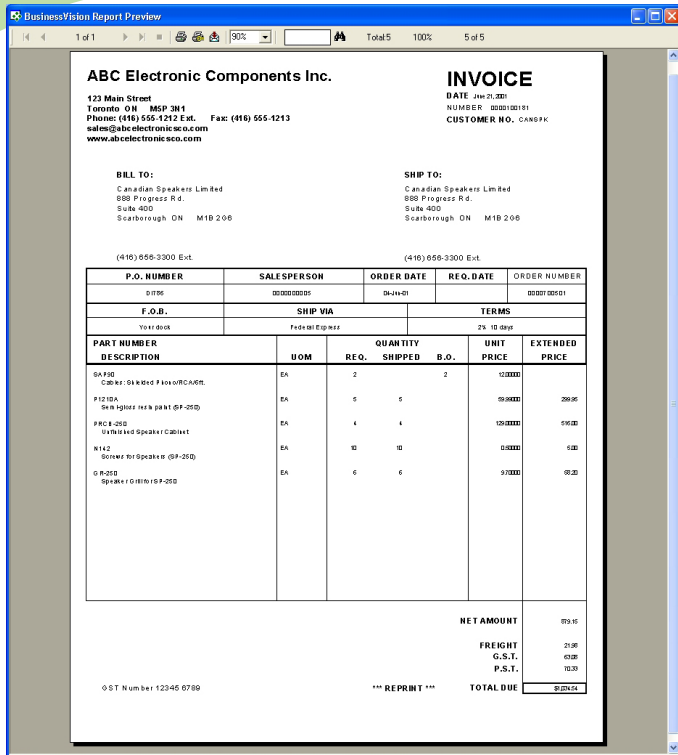
Display the information you need when looking up customers, vendors, products, and other components. Sage BusinessVision 2010 allows you to add even more fields to browse, allowing you to display the information you need to better serve your customers and vendors.

## Simplify payroll by classifying CPP exempt employees

Don't need to withhold Canada Pension Plan (CPP) from employees? Sage BusinessVision software now includes the tools needed to define employees as CPP exempt, making your payroll process even easier.





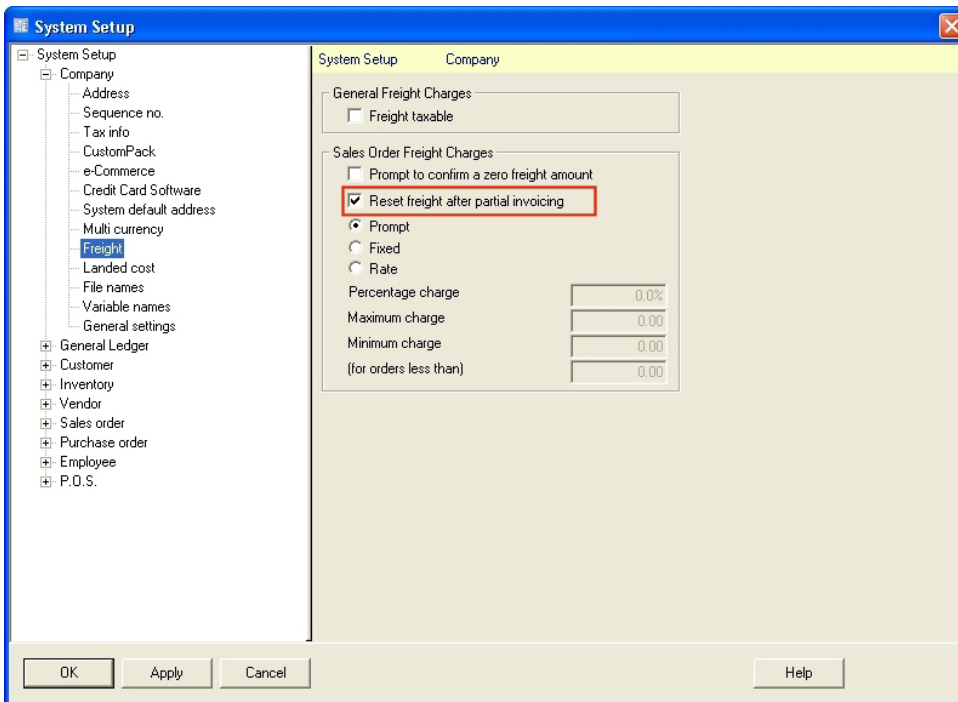


## Clearly see which invoices have been reprinted

Sage BusinessVision 2010 technology adds a reprint label to the invoices you reprint for customers, making a clear paper trail for the documents you generate for customers.

## Ensure freight costs are covered on partial payments

When receiving a partial payment on your invoice, do you prefer to charge customers for freight before goods on the invoice? Sage BusinessVision software now provides you with the options needed to ensure freight costs are covered before partial payments are applied to invoice items.



# Improved Reporting

**ABC Electronic Components Inc.** Page: 2  
 \*\*\* ACCOUNT RECONCILIATION SUMMARY \*\*\*  
 Statement Date: 17-Jun-10  
 Account: 11120 - Royal Bank

	Debit	Credit	Balance
<b>STATEMENT INFORMATION:</b>			
Opening balance:	469,946.00		
Closing balance:	625,156.00		
Net change:		165,207.00	CR
Reconciled:		165,207.00	CR
Statement variance:		0.00	CR
If your bank statement is in balance, then the "Net change" will equal the "Reconciled" balance.			
<b>GENERAL LEDGER INFORMATION:</b>			
Statement closing balance:	625,156.00		
Outstanding deposits:	993,216.72		
Outstanding cheques:	(706,201.00)		
Adjusted statement balance:		501,869.92	
G/L account balance at 06/17/10:		501,869.92	
Variance with G/L balance:		0.00	
If your bank statement is in balance with your General Ledger, then the "Adjusted statement balance" will equal the "G/L account balance."			

\*\*\* END OF REPORT \*\*\*

## Reconcile accounts more easily

Sage BusinessVision 2010 technology makes reconciling your accounts even easier with the revised Account Reconciliation report. In addition to displaying your cleared and uncleared transactions, you can easily compare your account balance to your general ledger balance on a single report, helping you keep your books in order.

**Reporting Suite**

List by: module... Description

Accounts Payable  
 Accounts Receivable  
 BDM Categories  
 Bill of Material  
 Budgets and Forecasts  
 Comments  
 Customer  
 General Ledger  
**Inventory**  
 Job Cost  
 Order Entry  
 Payroll  
 Product Codes  
 Purchase Analysis  
 Purchase Order  
 Sales Analysis  
 Sales Taxes  
 Salespeople  
 Ship Via  
 Terms  
 Territories  
 User  
 Vendor

Standard Reports | Custom Reports

- Available serialized inventory
- Committed and backordered inventory
- Historical inventory value**
- Inventory activity log
- Inventory by vendor
- Inventory labels
- Inventory value by sales department
- Items on hold
- Items on promotion
- Missing on-hand stock list

**Historical inventory value**

Sales Department:  All  
 Start at Part number:  First Item  
 End at Part number:  Last Item  
 Inventory value at...: 17-Jun-10

Serialized inventory purchase history  
 Serialized inventory sales history  
 Stock status  
 Stock status summary

## Verify inventory value at a glance

Balance your inventory against your General Ledger balance easily, for the current date or any previous date using the new Historical Inventory Value Report.

**ABC Electronic Components Inc.** Page: 1  
 \*\*\* HISTORICAL INVENTORY VALUE \*\*\*  
 Statement Date: 17-Jun-10

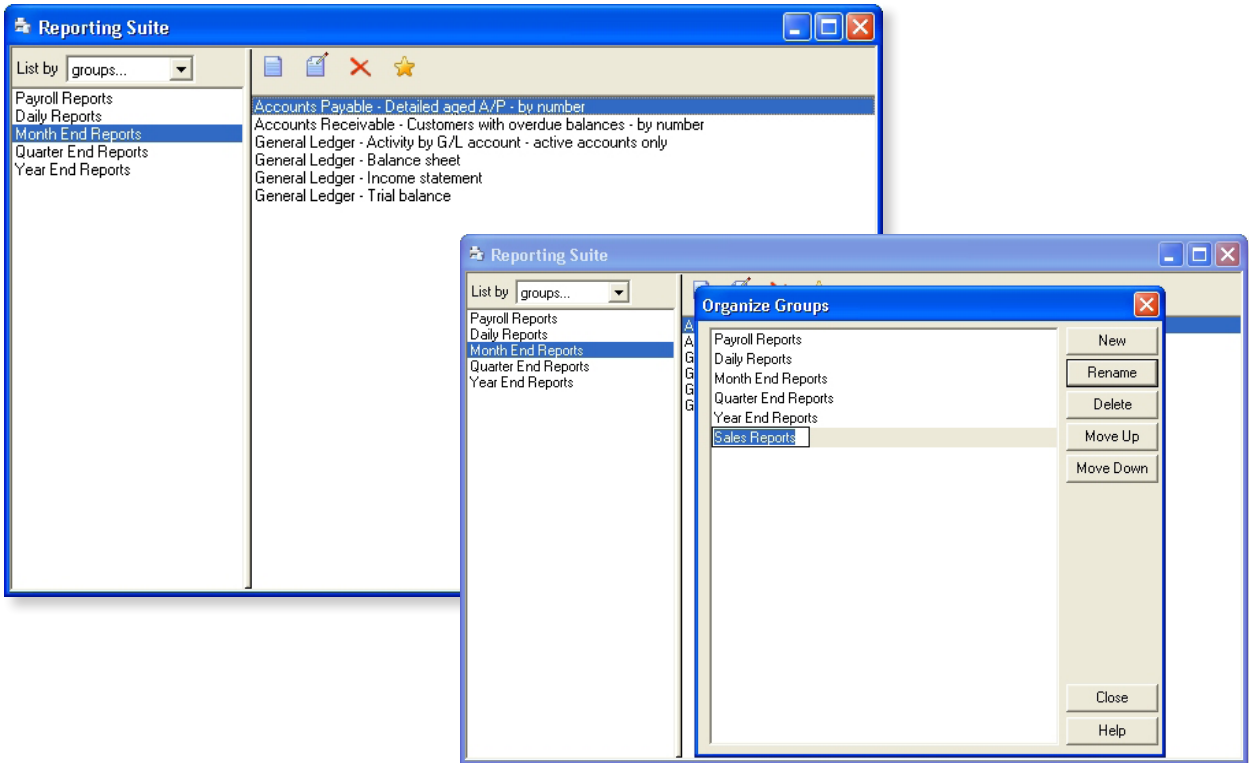
Part Number / Part Description	QTY	UNIT	AVG COST	INVT COST
<b>11200 - INVENTORY - COMPUTER &amp; PERIPHERALS</b>				
11200-01	40	EA	367.5000	14,700.00
11200-02	1	EA	47.0000	47.0000
*** TOTAL ***				
14,747.00				
<b>11201 - INVENTORY - COMPUTER SOFTWARE</b>				
11201-01	20	EA	225.0000	4,500.00
11201-02	10	EA	367.5000	3,675.00
11201-03	10	EA	367.5000	3,675.00
*** TOTAL ***				
11,850.00				
<b>11202 - INVENTORY - COMPUTER HARDWARE</b>				
11202-01	10	EA	107.0000	1,070.00
11202-02	10	EA	107.0000	1,070.00
11202-03	10	EA	107.0000	1,070.00
*** TOTAL ***				
3,210.00				





### Quickly access the reports you print frequently

Gain even quicker and easier access to your commonly printed reports using report groups. Sage BusinessVision 2010 technology lets you create report groups and then assign individual reports to your groups, making it easy to locate the reports you commonly print and helping you keep a close eye on the most important aspects of your business.



### Ready for Sage BusinessVision 2010?

Start taking advantage of all of the new and enhanced features available in the latest version of Sage BusinessVision software. We're here to help—simply contact your Sage BusinessVision sales representative today at [800-642-7693](tel:800-642-7693), or send an email to: [customercare.bv@sage.com](mailto:customercare.bv@sage.com)

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### Get Connected!

Visit the Sage BusinessVision online community today to ask questions and share product experiences, tips, tricks, and suggestions with colleagues as well as industry and product experts.

[Community.SageBusinessVision.com](http://Community.SageBusinessVision.com)

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### About Sage North America

Sage North America is part of The Sage Group plc, a leading global supplier of business management software and services. Sage North America employs more than 4,100 people and supports nearly 3.1 million small and medium-size business customers. The Sage Group plc, formed in 1981, was floated on the London Stock Exchange in 1989 and now employs 13,400 people and supports 6.1 million customers worldwide. For more information, please visit the website at [www.SageNorthAmerica.com](http://www.SageNorthAmerica.com)

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[www.SageNorthAmerica.com](http://www.SageNorthAmerica.com)