



**Arrow Financials
Enhancement Summary
Version 5.0 – January 2006**

Welcome to Version 5.0 for Arrow Financials. This document is an overview of all the exciting new features that are now available in the latest release of Arrow Financials. You can view the whole document, or click on the bookmarks to move to the modules that you are interested in. You can print it by using the printer icon on the toolbar. Arrow for Windows is no longer a supported product.

You can only be upgraded to Version 5.0, if you are a current ESP (Enhancement Software Policy) site.

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Cash Book

Bank Deposit Listing

When printing the bank deposit listing, you now have the option to print the code of the debtor to which each receipt belongs. The code is printed as part of the receipt payee name and is taken from the first debtors transaction line for each receipt.

Print Bank Reconciliation Report

For sites that have the foreign currency module, bank reconciliations can now be printed in the foreign or local currency value. The option is bypassed for sites which do not use the foreign currency cash book module.

Print Income/Expense Code Report

The field to the right of the income/expense code name was altered to show income codes as 'Inc-' and expense codes as 'Exp-', instead of 'In-' and 'Ex-'. This change was made to stop confusion, where people could read this as Including or Excluding GST.

Enter Cash Payments

The "Enter Cash Payments" program was altered to not allow access to cash payments which had been processed in a bank transfer file, if the background option to not alter payments and receipts after printing is set.

Print Transaction/Tax Listing

The option to print automatic transactions was changed to add the ability to print a detailed version which showed the income/expense code lines which make up each transaction.

Debtors

Maintain Bar Postcodes

The ability to bar postcodes for each debtor was added to the system. When printing debtor invoices and statements via Quickforms, the bar postcode will be output.

Debtor Invoice/Credit Note Inquiry

The search by customer order number was made a case insensitive search.

Debtor Account Inquiry

The inquiry now shows the title of the selling price code allocated to each debtor.

Debtor Account Inquiry

The unpaid debtors transactions were changed to improve the speed in retrieving and displaying transactions.

Debtor Account Inquiry

The transaction drill down now displays the note or comment which was entered for each debtor journal line in the contact name field.

Debtor Special Price Inquiry

This inquiry now shows the selling prices for stock items with a conversion factor in the converted format that appears on debtor invoices.

Debtor Special Price Inquiry

This inquiry was changed so that it would start displaying at the stock code entered in the 'start at' field, if a full stock code was entered in that field.

Enter Credit Notes

The option to create a credit note from the related invoice was altered to place the sales code from the invoice in the header of the credit note.

Enter Debtor Journals

You can now enter a note for type 'D' lines.

Process Automatic Invoices

If the description of the invoice text, used to generate debtor invoices, starts with the '@' character, Arrow will use the first ten characters of the description as the detail field in the invoice header.

Process Automatic Invoices

The ability to calculate interest in the value of current period invoices and credit notes was added to this program.

Print Debtor Invoices

The option to maintain separate email addresses for normal debtor invoices and job costing debtor invoices was added to this program. The program to maintain email addresses now allows a debtors form code of 'JOB'.

When printing a job costing debtor invoice, Arrow first looks for a job email address and then a normal debtor email address.

Print Debtor Invoices

The option to print unprinted or a range of invoices or credit notes for a selected range of dates was added to this program.

Print Debtors Sales Report

An option to print the full debtors name on a separate line above the sales values was added to this report.

Print Debtors Sales Report

The detailed version of the report was altered to show both the job code and invoice number of invoices and credit notes which relate to jobs.

Print Unpaid Invoices List

The option to print the full amount or the unpaid amount of GST for unpaid invoices was added to this report.

Print Unpaid Invoices List

The option to only print unpaid invoices for a selected sales code was added to this report.

Print Labels

The option to print labels one up, rather than two up, was added to this print program. Entering '99' in the columns to offset right hand label selection option will cause this to happen.

Stock

Enter Stock Receipts

The default cost for receipt lines was altered to show as an ex tax cost, rather than an inc tax cost. This change was made to bring the program into line with the purchase order module.

Enter Stock Transfers

The Dataview lookup for stock transfers was altered to show the contents of the detail field if the field was not blank.

Stock Details Inquiry

The drill down for creditor invoices, creditor credit notes and stock receipts was altered to show the tax free value in the cost field

Stock Details Inquiry

The drill down for stocktake count transactions was altered to show the detail field from the transaction header next to the detail field from the stock transaction.

Multi Location Stock Details Inquiry

The option to hot print the stock location balances screen was altered to print all stock locations which have a balance, not just those on the screen.

Multi Location Stock Details Inquiry

The popup which shows the options to display transactions, selection transactions or print was altered to include an option to exit back to the stock location balances screen.

Stock Location Search

This program will display a list of stock locations which contain a nominated string of characters in either the stock code or stock master file description, provided they have a balance on hand, on back order or on order.

Entering the '!' character will cause all stock locations to be displayed. Preceding the code field with the '@' character will cause the program to perform a string search on the combined stock, supplier stock and alternate stock code fields.

Maintain Stock and Multi Location Stock Items

Both programs were altered to write a record to the System Status Log each time the average cost of a stock item or location was altered. The details will print in the status log showing the stock code, stock location, old cost and the user who altered the cost.

Bulk Price Update

This program was altered to print a report indicating that the bulk price update completed successfully when the update option was run.

Print Transaction List

The option to print old transactions was altered to locate the highest and lowest batch numbers in the date range selected to improve the efficiency of processing of the stock transaction file.

Print Stock Valuation Reports

This report was altered to print stock items which were flagged as deleted, but which have an on hand balance

Print Multi Location Stock Valuation

This report was altered to include an option to not print the summary totals by stock location which are shown when a range of stock locations is selected for printing

Print Special Prices Price List

The ability to select customers with a nominated sales code was added to the report options which print special prices by customer

Print Multi Location Stock Ledger

The option to include future transactions was added to this report

Print Stocktake Count Sheets

The option to print the on hand balance at the time the stocktake was prepared was added to this program.

Print Stocktake Report

This report now contains the option to only print stocktake lines which have a variance

Print Stocktake Report

The ability to stop stocktake lines with a zero stocktake count from printing was added to this report.

Creditors

Maintain Bar Postcodes

The ability to bar postcodes for each creditor added to the system. When printing creditor remittances and statements via Quickforms, the bar postcode will be output.

Enter Creditor Invoices and Credit Notes

A new background option, called 'Override Minus On Hand', was added to the 'Allow Minus Average Costs' parameter. When receipting stock, if the stock on hand balance before the stock is added is minus the program will make the average cost the same as the last cost.

This option is not recommended as it makes it very difficult to reconcile the stock ledger with the stock accounts in the General Ledger.

Enter Creditor Invoices

If an invoice which has a hold value is called up for editing, Arrow will now issue a warning.

Enter Creditor Invoices

The option to click the print button and enter a cash payment was altered to use the latest of the system date or creditor invoice date as the default date in the payment.

Enter Credit Notes

The option to create a credit note from the invoice to which it is being applied was added to this program and the equivalent program in the job costing module.

Creditor Account Inquiry

The drill down for creditor cheque and cash payment transactions was altered to show the total amount of the payment to which the transaction belongs.

Creditor Account Inquiry

The creditor transaction drill down was altered to show the purchase order number from the first invoice line for creditor invoices which were generated from purchase orders.

Process Automatic Payments

The heading of the report was altered to show the payment transaction date and highest pay date in the form 'for payment date to highest pay date'

Print Creditor Invoices

This program was altered to include an option to select invoices to be printed by supplier type.

Print Forward Payments Report

The option to print the full amount or the unpaid amount of GST for unpaid invoices was added to this report

Print Forward Payments Report

The option to print a new page for each creditor was added to this report

Print Forward Payments Report

The option to only show unallocated payment or credit note lines was added to this report

Print Exception Report

The option to select creditors with an on hold balance which exceeds a nominated amount was added to this program.

General Ledger

Extended G/L Maintain Account Dissection

The option to post creditor invoice income/expense code and general ledger transactions lines to multiple general ledger accounts was added to Arrow.

A new program was created to maintain a list of accounts to receive a posting when a general ledger transaction is created for a nominated account.

When a dissection is processed, the 'Update Other Ledgers' program generates a series of general ledger transactions lines at the end of the creditor invoice or credit note being processed.

In the 'Creditors Transaction List' the generated invoice and credit notes lines are marked with a line type of 'X'.

Print General Ledger

The option to print each general ledger account on a new page was added to this program.

Print Extended G/L Trial Balance

The option to not begin a new page each time the branch or department segment changed was added to this report

Update Other Ledgers

The warning message shown when key account codes are missing from Codes Master File records was altered to indicate that the 'Print Dataview Codes' report should be run to detect the missing accounts.

Sales Orders

Maintain Delivery Addresses

The fourth line of address of the selected debtor was not shown.

Maintain Delivery Addresses

The '@' and '&' string search facilities were added the address code Dataview lookup for this program

Enter Sales Orders

The processing of stock lines was altered to show the second line of stock description from the Stock Location Master File, if it is present. The same change was made to the debtors invoice and purchase orders entry programs.

Enter Sales Orders

The calculation and checking of the minimum freight value was altered to include an option where the additional value added to freight lines was included in the minimum charge. For freight stock items, entering the additional value (minimum stock quantity) as a minus value will activate the new option

Enter Sales Orders

Dataview was altered to bypass history to make the serial/batch/roll numbers search faster.

Enter Sales Orders

The option to hot print an invoice recalculated the value of lines which had been set to have a zero value

Enter Delivery Dates

This program was altered to update the required date in production orders generated from each sales order line which has a delivery date updated. Only production orders with one order line and a status of allocated or backordered are updated

Dataview Sales Orders/Quotations

The string search facility which allows sales orders for a selected customer to be displayed was augmented by the inclusion of a facility to select only sales orders with a customer order number which contains the string entered. Preceding the search string with the '&' character, will perform this function.

Fast Order Shipment

The option to enter a delivery date was added to this program. Sales orders within the selected range will only be shipped if the delivery date in the sales order header is less than or equal to the date entered

Stock and Customer Inquiry

The status field at the end of each line was altered to show a 'C' for sales order lines which had been fully shipped and invoiced

Print Sales Orders

This program was altered to print the second line of stock description from the stock location master file if one is present. Previously, only the second line of stock description from the stock master file was printed

Print Quantities by Order Number

The option to select sales order for debtors with a nominated auto/price type was added to this report

Print Packing Slips

This program was altered to allow packing slips for a range of delivery dates to be selected for printing

Print Packing Slips

If the option to print packing slips in bin location sequence was used, the program will now show any text and block text lines entered before the first stock line at the start of the packing slip, instead of the end.

Job Costing

Maintain Job Details

The program was altered to allow the entry of a negative value quoted. A warning will be displayed when a negative value is entered

Enter Job Estimates

This program was altered to allow the entry of a markup percentage for creditor and stock lines in which the creditor code or stock code was left blank

Enter Debtor Invoices

The entry program was altered to allow a percentage cost to invoice of zero to be entered. The program will give a warning if this is done

Enter Debtor Credit Notes

The ability to enter debtor credit notes was added to this program. When entering a credit note, the invoice to which the credit note is to be applied must be a debtors job invoice. The program displays the code and description of the job selected. An invoice number must be selected for both open item and balance forward debtors.

When a new credit note is entered, the option to copy all lines from the related debtors invoice is available. If this option is taken, the cost value of all invoice lines is copied to the credit note lines.

If a new credit note line is entered, a popup screen, shown after entering the line value, allows the entry of a cost value. The default for a new line is a zero cost value.

Generate WIP to G/L Transfers

If the both the dates entered in the selection screen were future dated, the program will now process future dated job transactions when generating transfers

Job Details Inquiry

The option to display cost centre totals was altered to use the 'transaction period to display' selection. Selecting Current causes the values for all current transactions to display, Future shows only future transactions and All combines current and future transactions

Print Job Summary

If the option to print charge values was selected, any transactions selected for printing will now show the charge value, rather than the cost value.

Print Job Ledger

The option to print a new page for each job was altered to include an option to print only the total line for each job

Print Job Ledger

This report was altered to include an option to print job transactions for the current year to date only. The program uses the previous year period end dates from the General Ledger module to determine when the new financial year started.

Print Job Ledger

The selection to print names was extended to include an option to print both lines of stock description

Payroll

Maintain Payment Types

The popup screen, used to enter a list of payment type codes to be accumulated for payment types with a calculation type of 'S' for specials total or 'W' for wildcard specials total, was amended to include a new hours field.

The new field is used to enter the minimum number of hours which must be worked in order to qualify for the minimum value, of the payment type, which is paid per payrun. The minimum value is used when the calculated value for the payment type is zero or less than the minimum value.

Maintain Employee Types

The sick leave calculation options were expanded to include an option which is similar to the annual lump sum option but which pays the first lump sum when an employee receives their first pay.

Employee Dataview

The lookup for employee names was altered to not show terminated employees, unless a string search lookup was run.

Enter Variable Pays

This program was altered to continue to display and allow access to employee block text notes when in the body of the variable pay

Enter Variable Pays

This program was altered to not override the amount/percent field value for fixed amount payment types when entering through an existing variable pay line

Process Employee Payroll

This program was altered to not accumulate leave entitlements when processing payslip number 90. If this payslip number is used in the variable pay entry, a warning to this effect will be given.

Process Employee Payroll

The report summary which shows the total value of cash in the pay run was altered to include the value of negative pays

Print Payroll Summary

The option to print a summary by cost centre was rewritten to use an internal table, in order to make the processing faster

Print Payroll Summary

The option to print a summary of entitlements was amended to include an option to exclude terminated employees from the report

Print Payroll Summary

The summary by payment type option was altered to include payment types which were flagged to be excluded from net pays

Print Employee List

The ability to only print terminated employee was added to this report

Print Cost Centre Report

The option to include or exclude payment types which are flagged as exclude from net pays was added to the report

Print PAYG Payment Summaries

The option to print current year summaries was extended to print employees with no current year transactions but with payslip number '97' year to date entries.

Print PAYG Payment Summaries

The summary page of the individual non business summaries was altered to show the system company name in the payer field

Purchase Orders

Enter Purchase Orders

The program was altered to not use the last foreign cost for foreign currency purchase orders which have a cost code of selling price 1, 2 or 3.

Enter Purchase Orders

The Dataview lookup procedure for purchase order costs was altered to show the actual cost of stock for purchase order lines which have been received or invoiced

Enter Purchase Orders

The option to hot print a purchase order was altered to check if the security level of the user selecting to print was equal to or greater than the menu security level for the purchase order print .

Enter Purchase Orders

The field which displays the foreign currency code description was altered to display the currency exchange rate being used in brackets at the end

Enter/Confirm Receipts

This program was altered to warn if an invoice number entered for a supplier matched an invoice number which had previously been entered for the supplier

Enter/Confirm Receipts

This program was altered to warn if the received date was more than 60 days before the current creditors period end date

Enter/Confirm Receipts and Supplier Invoices

The option to access stock items in alpha description sequence in Dataview was added to these programs. Pressing the ENTER key with the stock code field blank will cause the program to set a toggle which causes the next access of Dataview to display in alpha description sequence. Pressing the ENTER key again, with the stock code field blank, will cause the program to revert to stock code access.

When a stock item is selected, the program will perform the normal validation using the stock code field. When the alpha description toggle is set, the PREVIOUS, NEXT and FIND keys are disabled

Print Purchase Orders

The program now displays a warning when a user selects to print a range of purchase orders with a blank from and to range.

Clear Completed Orders

The option to enter the order code of purchase orders to be selected for deletion was added to this program.

Bill of Materials

Maintain Bills of Material

Arrow will now warn if a bill of materials header lines is added without any lines being entered

Enter Production Order

The bill of materials background option to explode bills in full detail was amended to include an option to only explode bills which have a status of backordered.

Generate Production Orders

The option to generate production orders for a selected supplier code from the stock master file was added to this program.

Bill Costs Inquiry

The option to select a stock location to recost was added to this program. Leaving the field blank will recost the Stock Master File only

Print Variances by Order

An option to print the variance between the actual cost of a completed production order and the cost of the bill of materials from which the order was created was added. The option will only work for the summary version of the report as the system does not hold line costs for bill of material lines

Fixed Assets

Enter Asset Sales

The ability to reverse the total depreciation for an asset was added to this program

Enter Asset Sales

The low value pool post sale pool asset created when a low value pool asset is sold will now have the depreciated to date set to the sale transaction date if the depreciated to date of the asset being sold is blank

Enter Revaluations/Write Offs

The option to enter an asset revaluation was altered to only flag the asset as written off when both the book and tax values are zero

Fixed Assets Dataview

The fixed asset location code, shown in brackets, was added to the end of the asset description displayed in each Dataview line

Print Depreciation Schedule

The year current selection option for this program was altered to include assets with no current year transactions but with opening book and tax values if the book and tax depreciation methods are both set to no. These assets are classed as assets which will have manual depreciation entries posted to them

Print Asset Ledger

The option to print balance only assets was altered to allow it to be accessed when the option to select year to date transactions is selected

Front Counter

Enter Front Counter Cash Receipts

The Front Counter module parameter which indicates if EFT is to be used was altered to include an option which allows the entry of an EFT amount without forcing the entry of a payee name.

Print Forty Column Invoices

The option to print bin location codes below each stock line was added to this program

Print Forty Column Invoices

The ability to add a string to print multiple copies and to cause the printer to cut the delivery docket was added to this program. The string must be in the form '{cc} [d1 d2 d3 d4 d5]' where 'cc' is the number of copies to print and 'd1' to 'd5' are the decimal representations of the characters to output to cut a docket

Other Modules

Other Modules

The 'Other' menu drop down was split into three menu drop down options. The 'Other' option is now called 'Text' as it displays the text file upload and download options. The Advanced Sales Analysis options are shown under the 'Advanced' option and the Serial/Batch/Roll Tracking options are shown under the 'Serial' option

Advanced Sales Reports

For SQL sites, the instruction which clears the Sales Work File was altered to one which requires a lower level of security than that required previously. The level of security required is the same as that recommended in the Visual Arrow set up instructions

Print Sales by Customer/Stock Code

The ability to print last year sales for whole year was added to this report

Advanced Sales History Report by Date Range

This report was altered to include an option to print the report for all or a selected stock location

Print Serial Numbers/Batch Numbers Listing

This report was altered to include an option to exclude transactions after a nominated date, when the option to print full detail, no detail or on hand balances was selected

Print Serial/Batch/Roll Listings

The option to not print costs and prices was added to these reports

Print GST Tax/Transaction List

A new report basis selection option was added to this report. It is the 'Only Payments' option. It works in the same way as the 'Any Payments' option with the exception that only invoices and credit notes which have a receipt, payment or debit journal applied to them are printed

Maintain BAS Report Parameters

The option to generate a default set of BAS report parameters was altered to create a report which fitted the 'derived from accounts' model, where GST tax values are taken direct from the cash book, debtors, creditors, stock and fixed asset module tax values

Maintain BAS Report Parameters

This program was altered to allow BAS report lines to be entered for modules which the user may not currently be registered to use

Print BAS Reports and GST Transaction/Tax List

The selection options on these reports were altered to match the ATO descriptions and to be the same selections on both reports. The options are,

New Options	Old BAS	Old GST List
Invoice Basis	Invoices	Invoiced
Cash Basis	Any Payments	Only Payments
Fully Paid	Payments	Paid
Old Cash		Any Payments

The 'Old Cash' option is the old 'Any Payments' option which did not match the 'Any Payments' option on the BAS report because credit notes were treated differently.

The programs will automatically update the BAS report basis option

Print BAS Report

The report was altered to not calculate GST values from the sales or acquisition values when no GST values were accumulated for report which contained a parameter line for the 'G9' or 'G20' boxes

Create PAYG Payment Summary Disk

This program was altered to refer to the finish date on the employee master file when deciding if an ETP payment is a current or previous year transaction. Previously the program referred to the date in the transaction which reflected the payroll year end date at the time the ETP details were entered

ArrowLink

If the option to append upload reports is set to yes, the program will no longer print a line when no data files were found to upload, only instances where data is found to upload will be reported.

ArrowLink

The program to maintain ArrowLink parameters was altered to include an option to append the reports produced by the upload and download programs, rather than overwrite them each time

ArrowLink

An option to run a cleanup procedure on ArrowLink, ArrowShop and ArrowSAM files was added to this menu

System/Other

All Programs

As part of the release of Version 4.90, which uses an XP theme, the sending of beep instructions was altered to use an audio file process. On some older operating systems the beep cannot be heard. General Process '189' was added to cause the system to send an operating system beep.

All Modules

For processing and period end programs, the CANCEL button was removed from the status panel which shows when the programs are running. This change was made to stop the accidental cancellation of the programs before completion.

Main Menu Security

The option to set a security level for the 'Setup' dropdown menu was added to this program

Maintain Income/Expense Codes

This program was altered to not allow income/expense codes to be deleted if there were still stock transactions which used the code to be deleted

Dataview

The string search facility, which locates sales orders to be displayed, was augmented by the inclusion of a facility to select sales orders by entering all or part of the first line of sales order description. Preceding the search string with the '!' character will perform this function

Period Ends

The processing time for period ends has been reduced by removing the transaction deletion procedure. Transaction deletion is run by selecting a new option from the Utilities module.

Using the faster period ends is optional, as some users may prefer to use the old method of processing period ends and transaction deletion at the same time.

System Auditor

The selection option to run the system auditor, which was removed as part of the upgrade to version 4.90, was returned to the program. Clicking the option off allows users to reprint the system auditor report

Main Menu

For sites using Quickforms, the main menu program will now check that the subdirectory nominated as the Quickforms polling directory actually exists. If it doesn't, the program will issue a warning. The check is performed when the first menu option is selected

Graphs

Many modules now include an option to display and print graphs. The graphs calculate and display groups of nominated values for selected codes used by the module.

Graphs

The output from the graph program was altered to include the company name at the top of the graph.

Quickforms

Quickforms was altered to process Job Costing Debtor Credit Notes and serial/batch/roll number details on Job Costing Debtor Invoices.

Print Forms to Quickforms

The allocation of Quickforms data file names was rewritten to lessen the chance of duplicate file name occurring when multiple Quickforms prints were activated at the same time.

Utilities

The option to reindex the ArrowLink User Master and ArrowLink Process Master files was added to the 'Utilities-Reindex a Master File' menu options

Utilities

The 'Main Menu-Setup-System' option to display all utility options was altered to include an option to display the rebuild utility option but not the other selections on the 'Options' dropdown menu

Upload ASN's to Arrow Data Files

An option to complete uploaded sales order lines was added to this program. The change adjusts the quantity of allocated and backorder stock to match the quantity shipped for each line