

## **DM2 Software *Petroleum Insights* New Feature Summary**

As you may be aware, with the move to Sage's new Business Object Framework programming architecture, DM2 has replaced its tradition 6 to 12-month general release cycles with regular Product Updates. These Product Updates not only include fixes but enhancements, new features and options. In other words, you no longer have to wait months for a general release to start using and benefiting from these enhancements, new features or options.

The following is a summary of what's been included in these Product Updates by module since we made the switch. For more on how these features can help your organization "go to the next level" and increase your competitive position, please contact us at:

[Professionalservices@dm2.com](mailto:Professionalservices@dm2.com)

### **PetroLink**

**NEW! - Automated Wholesale Price Quotes (15233-PGM, 13375-PGM & 13376-PGM)** – to automate the Wholesale Price Quote process, enhancements have been made to trigger automatically creating and sending Wholesale Price Quotes via e-mail or fax using OutBox whenever price changes are received from DTN and other price feed services. To ensure you're receiving your price feeds and providing your customers with accurate information, the system will also automatically alert you if your price tables have not been updated within the last 24 hours.

**Fuel Type Code Maintenance Enhancement (15547-PGM)** – to make it easier to add and maintain Fuel Type codes throughout the system, a feature to add/update Fuel Type codes across the PetroLink TaxLink (aka Fuel Tax module), Bill of Lading and Inventory Management modules.

**Avalara's Returns Excise Service Support (12230-PGM & 14099-PGM)** - to support using Avalara's Returns Excise service to meet your electronic cardlock motor fuel excise tax filing needs, DM2 has add the ability to extract tax file data from our CardLink module. We have also added the option to extract tax data from your current files or from history.

**Variable Pricing Tiers (13068-PGM)** – to provide you with even more pricing flexibility, now gives you the ability to choose from between 6 and 21 Variable Pricing Tiers.

**Date Sensitive Sales Tax (13372-PGM)** – to ensure your applying the correct sales tax rate on the credits you issue, DM2 now stores the times, expiration dates and rates of your last 10 sales tax changes to apply the correct tax rate when issuing credits after a sales tax rate change.

## Bill of Lading

**NEW! - Intercompany Freight (13373-PGM)** – to eliminate the need for marketers who also operate as Common Carriers to enter transactions into separate freight and wholesale company accounts, DM2 has automated processing freight, surcharges, and related fees for intercompany transactions when processing deliveries via Bill of Lading.

**NEW! - Margin Management (15473-PGM)** – to give you the opportunity to correct pricing errors before you generate invoices, DM2 has added a Margin Management feature to the Bill of Lading Journal process. This new feature now gives you the option to review pricing on Sales Orders that are in the Distribution section of your BOL batches, giving you the opportunity to correct and lock-in your pricing before it's too late.

**Mutiple BOL Numbers Per Invoice (13069-PGM)** – to reduce the overall volume of invoices, and the paperwork associated with them, you now have the ability to include multiple BOL numbers on your invoices.

**BOL Retained Gallons (13102-PGM)** – to improve the accuracy of your tax reporting and eliminate the manual processing traditionally associated with distributing retained gallons from your final BOL of the day, we have added the ability to track the retain gallons by the BOL number, giving you the ability to add the retain gallons to subsequent BOLs. This new feature will also give you the ability to distinguish between Disbursements made to a Retain warehouse and the use of those retain gallons on a Sales Order.

**BOL Ship Complete Flag (13171-PGM)** – to easily identify when all of the gallons from a BOL have been delivered, we have added a BOL Ship Complete Flag.

## Blending & Repackaging - Bar Code/Warehouse Management

**Multi Bin (13647-PGM & 14285-PGM)** – to support tracking packaged goods stored in multi warehouse locations, we have added the ability to v4.50 (13647-PGM) and v2013 and later versions (14285-PGM) of our Blending & Repackaging Module to interface with ACS's Multi Bin option when used with Scanco Warehouse Management applications.

## CardLink

**Voyager OrgLevel3 Field Support (15623-PGM)** – to support Voyager OrgLevel3 field requirements, a new programming routine has been added to Card Management.

**SOA NetworkSite Field Expanded (15566-PGM)** – to support a greater number of network sites, the SOA NetworkSite (aka Foreign Site Code) in the CardLink SQL Export has been expanded from 6 to 16 characters.

**CL Card Description Expanded (15567-PGM)** – to provide more detail, the CardLink Card Description field has been expanded from 20 to 30 characters.

**CL Current Period Transaction Report Modification (15578-PGM)** - to provide greater reporting flexibility, a Card Selection feature has been added to the CardLink Current Period Transaction Report.

**Voyager PIN/Driver ID Modification (15589-PGM)** – to properly track drivers, manually entered PIN/Driver IDs will be treated as the Driver Card Number if there is no specific driver number associated with Voyager cards.

**Product Price Level Maintenance – (15593-PGM)** – to provide more accurate pricing, the CardLink Product Price Level Maintenance Price Adjustment now rounds to three decimal places.

**Global Expiration Date Utility Report (15355-PGM)** – to make it even easier to identify expired cards, a utility report has been added to provide a list of any expired cards numbers stored in CardLink.

**CL Product Code Maintenance Entry Limit – (15597-PGM)** – to limit the number of changes that can be made to CardLink’s Product Code Maintenance Table, a user-defined number of entries can now be set.

**Unified Taxes (13732-PGM)** – to eliminate the need to enter and maintain Federal, State, Local 1, and Local 2 tax rates separately in CardLink, CardLink now uses the same rates found in your FT Fuel Tax Rate table. By using the Item Code defined for the CL Product (or the Tax Group defined for that Item Code), “F”, “S”, “1” type taxes will be summed up to create the Federal, State and Local 1 tax rate, respectively, and , all “2” through “6” type taxes will be summed up to create the Local 2 Tax Rate.. Only taxes with a “Calc Method” of Cents per Gallon will be included, all other calculation types will be overridden. All other features, such as “Included In Cost” taxes, Add On Factors, Price Caps, etc., will also be overridden.

**CFN ASU Import (12264-PGM)** – to support importing CFN ASU files, this feature (previously available in v4.3 and earlier versions) was added back into our CFN Network Interface.

**CFN Card Management - Upload ASU and CSU (13476-PGM)** - to reduce the error prone manual entries associated with manually entering card orders and card changes separately into your CardLink and CFN systems, CardLink now has the ability to upload ASU and CSU files with card orders and changes to CFN’s system via the Card Management menu.

**Voyager Auto Site Creation (13479-PGM)** – to reduce the time associated with setting up new Voyager foreign site codes, CardLink now automatically creates foreign site codes during the Convert/Edit process. To track and manage site set-ups, the Transaction Conversion/Edit Report has been modified to include the Voyager Foreign site code; Address, City, State, Zip; and CardLink Site Code assigned.

**Voyager Participant Code w/Foreign Site (13477-PGM)** – to assist with tracking and managing Participant Codes, CardLink now appends the Participant Code to the Voyager Foreign Site Code.

**California Schedule A and B Reporting Support - (13698-PGM)** – to support the reporting requirements for CFN and Pacific Pride doing business in California, we have added Schedule A and B prepaid sales tax reporting for network reimbursed Foreign Sales with the full sales tax amount and Extended Network/Retail sales (sales tax paid to the network and taxable sales) to CardLink. This new reporting includes the marketer’s name as well as the SG number associated with the participant/host code.

**CL Invoice Format Code Change (14631-PGM)** – to properly display MPG calculations on invoices, CardLink invoices now automatically default to the 80/132 column format to display the MPG with each transaction.

## Home Heat/Propane

**Suspended Budget Change & Budget Statement Work File Change (13090-PGM & 13092-PGM)** – to better manage your Budget Plan customers, we have added the ability to stop requesting new budget payments if the budget was set too high or their usage has changed. By setting their Budget Amount to zero, the system will “suspend” payment requests while still treating purchases as Budget Plan purchases and providing them with Budget Statements.

**Reclassify Budget Transactions (13093-PGM)** – to ensure budget payment are properly reconciled, we have modified the TotalBudgetPayments field to include the actual total budget payments on Budget Statements and Aging Reports.

**Credit Changes for Budget Accounts (13095-PGM)** – to ensure your Budget Plan customers are within their credit limits, we now refer to the Budget Agreement Aging rather than Standard Aging to generate credit notifications when a Sales Order is entered. Budget Aging is now shown in customer inquiry and on the statement and reflects the budget payments that are due and any open non-budget invoices. Credit Warning messages are generated when a customer is past due on the agreed upon budget payment plan. Past due Invoices for non-budget purchases will also generate Credit Warnings. Invoices or open orders for tanks that are in the budget plan will no longer generate a credit warning or cause the order to be placed on hold.

## DeliveryLink

**DeliveryLink (9269-PGM)** – looking for a low cost, easy to deploy system your dispatchers, drivers and common carriers can use to electronically send fuel transport pick-up and delivery information directly to and from your *Petroleum Insights* system using the cloud and virtually any off-the-shelf mobile devices, like Android, Apple and Microsoft tablets and Smartphones? Look no further.

DeliveryLink, DM2 Software's new cloud-connected, in-truck dispatch/driver communications system, provides your dispatchers, drivers and common carriers with a seamlessly integrated paperless system for scheduling fuel pick-ups and deliveries using a secure cloud connection and your existing off-the-shelf mobile devices. For more details, visit <http://wp.dm2.com/introducing-deliverylink-dm2s-new-truck-dispatcherdriver-communications/>.

## DM2 Paperless Office

**DM2 Paperless v7.5 Support (14006-PGM)** – to provide Windows 10 and Server 2012 R2 compatibility as well as taking advantage of the following new features, we've added support for our Paperless Office Partner's v7.5 release:

**DocuVault Storage Space Calculation Utility** helps determine how much storage space you may require or when to schedule back-ups by monitoring the amount and rate of server storage space you are using

**Advanced Tesseract OCR** this new OCR (Optical Character Recognition) application greatly improves the recognition of the data needed to accurately and automatically read, sort and store your scanned documents

**Licensing Enhancements** unlike prior versions, v7.5 includes a 10-day grace period and 45-day emergency run mode option that allows you to continue using your DM2 Paperless Office system while you resolve any issues

Don't put yourself at risk, [click here](#) to schedule your DM2 Paperless Office system upgrade now.

## Chevron Lubricants Interface

**Chevron Order Number (13063-PGM)** – to eliminate time consuming look-ups and error prone manual entries, the Chevron Order Number has been added to the Sales Order entry screens.

## Shell Lubricants Interface

**Shell Interface (12418-PGM)** – the Shell Lubricants Interface has been updated to support the new “*Shell Liaison System*” requirements.

**Shell Pricing Tiers (12950-PGM)** – to meet Shell’s new pricing tier requirements, we expanded the number of Shell pricing tiers from 10 to 21.

## Valvoline Lubricants Interface

***NEW!* - Valvoline UOM SO Import (14391-PGM)** – to ensure order quantities are accurately entered into your DM2 *Petroleum Insights* system when importing sales orders from Valvoline, you can now set-up multiple UOM (Unit of Measure) conversion factors by product (ex., 12 quarts will be converted to 1 case) to automatically convert orders into the correct UOM.

**Valvoline Import Sales Order (13503-PGM)** – in addition to eliminating the need to manually enter Sales Orders a second time into the Valvoline system for processing, you now have the ability to automatically import Sales Order data from the Valvoline system into your DM2 *Petroleum Insights* System.

**Valvoline Reference Number (13504-PGM)** - to eliminate time consuming look-ups and error prone manual entries, the Valvoline Reference Number has been added to the Sales Order entry screens.

## Sales Order

**FOB Field tied to Driver Maintenance (15517-PGM)** – to provide a greater level of tracking, the FOB Field is now tied to Driver Maintenance in Invoice Entry.

**Driver Description to Sales Order and Invoice (14564-PGM)** – to provide a greater level of driver tracking and reporting, we added the ability to include the driver description in Sales Order and Invoice work files.

## SkyBitz SMARTruck Integration

**Pick-up Terminal ID (13065-PGM)** - to provide a greater level of Bill of Lading tracking and reporting, we added the Terminal ID for the pick-up point that’s captured by your SkyBitz SMARTruck System.

## Payroll

**Payroll IRD Updates (14164-PGM)** – to provide Payroll Module customers on versions 4.50 and v2013 with the Year end IRD AP and Payroll updates released by Sage on December 16, 2016, these updates have been incorporated into a DM2 Product Update.

## Purchase Order Module

**Internal PO Update (14091-PGM)** – to accommodate for back ordered items, the DM2 Internal Purchase Order process has been updated.

## WebLink

**WebLink (8552-PGM)** – to give your customers the option to place orders and pay invoices via your web site, WebLink now links your *Petroleum Insights* ERP system's pricing and taxes to your Websitepipeline Shopping Cart and Payment portal.

## *Petroleum Insights CRM*

A Sage Master developer since 1989, DM2 Software has taken Sage CRM to the next level with *Petroleum Insights CRM*. **Standard CRM enhancements** for the petroleum marketing industry include:

**iPad/Surface Optimization** – all DM2 enhanced CRM Fields, Screens, Lists & Tabs have been optimized for use on iPad, Surface & other mobile devices

**DM2 CRM Lead, Opportunity & Case Workflows** - standardized sales process workflows based on established major oil company sales processes and case management workflows based on industry best practices

**Opportunity Gallons/GP Statistics Box** - view sales opportunity pipelines by gallons and gross margin

**DM2 CRM User Adoption Dashboard** - monitor CRM usage to measure adoption rates

**DM2 Data Access** - access to DM2 *Petroleum Insight's ERP* system revenue data within CRM

**Ship-To Address Enhancements** - assign reps and track communications, opportunities and cases at the address/location level.

**Entry-level CRM Reporting, Dashboards & Notifications** – standardized Sales Dashboard with My Opportunities, My Calendar and My Accounts and 150+ standard CRM reports and basic automated notifications.

**Customer Onboarding Workflow & Dashboard** – automates the credit application submission/approval process and set-up of new customers in both CRM and DM2 Petroleum Insight's ERP system with the press of a button while providing progress notifications to Sales.

**New Customer Welcome Communication Workflow** - a pre-defined set of documents (ex., Welcome letter, MSDSs, Emergency Contacts, etc...) can be automatically sent out to new customers.

**DM2 CRM Sales Action Dashboard** – automatically detects and alerts representatives and sales managers via e-mail notifications when follow-up tasks have not been performed as scheduled. E-mail alerts include direct link to the opportunity that requires attention.

**MailChimp E-mail Marketing Integration** -out-of-the-box integration with optional MailChimp e-mail services

### **Advanced CRM Features**

Based on our experience working with petroleum marketers, DM2 has also developed the following **Advanced CRM Features** to give marketers an even higher level of integration and automation:

**NEW! CRM AR Collections Manager** – integrate with the Accounts Receivable module to automatically flag overdue invoices. Also provides tools to better monitor and manage the collection call process.

**IMPROVED! Chevron Project Transform** – now integrates with Chevron's new mPower platform to provide reporting, sales pipeline, coaching dash-board, KPI metrics and workflows designed to meet Chevron's Project Transform CRM requirements.

**Mobile Order Entry** – generate quotes and submit orders on iPad, Surface & other mobile devices using all the pricing and fuel tax information set-up in your DM2 *Petroleum Insight's* ERP system.

**DM2 ERP AR Customer Memo Sync** – automatically adds DM2 Petroleum Insight's ERP system AR Customer Memos to CRM company notes or communications.

**Single CRM/ERP Sign-in** - eliminates the need for CRM users to login and open a separate DM2 Petroleum Insight's ERP system screen to access AR Customer Maintenance information.



**Equipment Management Workflow** – provides an automated process based on industry best practices to track and manage loaned/leased equipment from start to finish.

**Chevron Project Transform** – sales pipeline, coaching dash-board, KPI metrics and workflows designed to meet Chevron's Project Transform CRM requirements.

**Chevron Opportunity Upload Program** – provides integrated reporting to Chevron's mPower platform and updates to the Chevron reporting process.

**DocuSign Signature Capture Integration** – integrate with optional DocuSign services to capture signatures and store any document in CRM.

**DocuSign PowerForms Integration** – integrate with optional DocuSign services to give customers the ability to complete forms on your web site and automatically import information into CRM.

**Entry-level Marketing** – create marketing campaigns by import prospecting lists and create target marketing list to manage e-mail and telemarketing campaigns. Provides an interface to optional MailChimp e-mail marketing services.

## **API-based Interfaces**

To make it even easier for our partners to interface with your *Petroleum Insights* ERP and CRM systems and vice versa, DM2 has developed the *Rosetta* API. As you may know, an API (*Application Program Interface*) is a set of routines, protocols, and tools designed to make developing software applications easier and more efficient by creating a standardize method of interacting and communicating between systems.

## **Sage General Enhancements**

In addition to these industry-specific features, DM2 has also incorporated the following general Sage 100 version 2014, 2015, 2016 and 2017 features and enhancements into our latest *Petroleum Insights* Product Updates:

The latest general and module-specific enhancements found in **2017 updates** include several new time saving and easy-to-use data entry and preference settings, improved Accounts Payable reporting and printing, automated sales order expiration dates and simplified data entry.

## 2017 Global Enhancements

### Enhanced Auto-Complete

When using the auto-complete feature, your search criteria is compared with all words within the searched fields. Previously the feature considered only the beginning of the text in the searched fields.

For example, if you have a customer named Allen's Appliance Repair and a customer named Appliance Services, typing Appl in the Customer No. field results in a list that includes both customers.

In addition, the number of fields included in the search has been expanded. For example, to search for a vendor by phone number, start typing the phone number, digits only, in the Vendor No. field.

After adding new records, you'll need to run the Build Search Index utility on the Library Master Utilities menu to index those records so that they appear in the auto-complete search.

For more information on this feature, see *Auto-Complete Search* in the help.

### Build Search Index Utility

To activate the enhanced auto-complete feature, run the Build Search Index utility on the Library Master Utilities menu. If you do not run the utility, auto-complete will work as it did before this update.

Run the utility after creating new customer, vendor, and item records so that the records are indexed and appear in the auto-complete results. Running the utility updates the index for all of your companies.

You can use Task Scheduler to automatically run the indexing utility on a regular basis.

### Full Text Search Option in Lookup Windows

A Full Text option has been added to the Search list in Lookup windows. When you select Full Text, your search criteria is compared with the data in all columns available in the Lookup window.

Note that your search criteria must match the beginning of a word. For example, if you have a customer named Hydromart and a customer named Martin Supply, when you type Mart, Martin Supply will appear in the search results, but Hydromart will not.

### Search for Empty Fields in Lookup Windows

You can now search for fields that do not contain any value in Lookup windows. After selecting a field from the Search list, select Is Empty from the operand list, and then click Find.

## **Maintain Commodity Codes for Miscellaneous and Inventory Items**

You can now maintain a list of commodity codes and associate them with miscellaneous and inventory items. Commodity codes are included with the data sent when processing Level 3 credit card transactions in the Sales Order module.

- Commodity Code Maintenance has been added to the Common Information Setup menu. Use this task to maintain a list of commodity codes and their descriptions. The codes and descriptions are available in the lookup views for Commodity Code fields. You can click the Apply button to assign a commodity code to a range of items.
- The Commodity Code Import Wizard, available on the Common Information Utilities menu, guides you through importing commodity codes from tab-delimited text files.
- A Commodity Code field has been added to the Main tab in Miscellaneous Item Maintenance and the Additional tab in Item Maintenance. You can enter an existing code or create a new one on the fly.
- A Commodity Code field has been added to the Main tab in Product Line

Maintenance. A Commodity Code check box has been added to the Apply Product Line Information window so that you can apply the code entered in Product Line Maintenance to the selected inventory items within the product line.

- When an item is selected in Sales Order Entry and S/O Invoice Data Entry, the code entered in the item's maintenance task is the default value in the Commodity Code field, but it can be changed.
- A new Commodity Desc field displays the commodity code description in Sales Order Entry and S/O Invoice Data Entry.

## **Prior and Next Buttons for Calendar Window**

Prior and Next buttons have been added to the Calendar window. You can use the buttons to quickly change from month to month.

## **Resizable Memo Maintenance Window**

You can now resize the Memo Maintenance window by dragging the lower-right corner of the window.

## **Ability to Suppress "Remove Forms" Message**

A module option in Role Maintenance allows you to suppress the message that reminds you to replace forms with paper after printing.

To no longer see this message, clear the Show Prompt to Remove Forms From Printer check box in the Common Information section.

### **Larger Font for Selected Reports**

The font size used for selected reports has been increased to improve readability. These reports previously used a 6 point font. The new font is horizontally equivalent to the previous font, but it is 30 to 40 percent taller.

### **Cancel Button Available When Printing Reports**

You can now cancel report printing by clicking the Cancel button on the message window that appears while the report is processing. Note that clicking the Cancel button will cause the report's task window to close, even if you have selected the Keep Open After Print check box.

### **New Options on Help Ribbon**

Several buttons have been added to the Help ribbon on the standard Desktop. The new options include the ability to:

- Access the Sage 100 knowledgebase
- Start a chat session with Sage 100 tech support
- Create a support ticket

You must log in to use some of these features.

## **Accounts Receivable**

### **Ability to Accept ACH Payments**

You can now enter ACH payments in the following tasks:

- A/R Invoice Data Entry
- Cash Receipts Entry
- Repetitive Invoice Entry

To enable this feature, you must have a Sage Payment Solutions account that is set up for ACH payments. You can then enable the feature on the Payments tab in Company Maintenance and set up

ACH payment types in Payment Type Maintenance. For more information, see *Set Up Credit Card and ACH Payment Processing* in the help.

To accommodate this feature, some tasks, fields, and tabs have been renamed to reference "payments" instead of "credit cards." Details are in the following sections.

### **ACH Payment Processing**

ACH payments are submitted to Sage Payment Solutions as part of the Cash Receipts Journal and A/R Sales Journal update process. They cannot be processed individually. For more information, see *Process ACH Payment Transactions* in the help.

### **Data Entry Tasks**

The following changes were made in the data entry tasks.

- The Credit Card tab has been renamed; it is now the Payment tab. Fields related to ACH payments have been added, and the Payment ID field has replaced the Card ID field.
- On the Payment tab, the Fix button is available based on the Allow to Override ACH Payment Transaction security event in Role Maintenance.
- ACH payment related fields have been added to the Cash Receipts Deposit window and the Cash Receipts Entry Header tab.

### **Maintenance Tasks**

The following changes were made in maintenance tasks:

- In Payment Type Maintenance, you can now select ACH Payment as the payment method.
- On the Customer Maintenance Additional tab, the Payment ID field has replaced the Card ID field. ACH payment-related fields have been added.
- On the Customer Maintenance Invoices and Transactions tabs, ACH payments now appear in the secondary grid.
- The Customer Credit Card Maintenance window has been renamed Customer Credit Card and ACH Payment Maintenance. ACH payment-related fields have been added to the window.
- In Invoice History Inquiry, an ACH account field displays the last four digits of the

ACH payment bank account for invoices with ACH payments. A Payment Information button has replaced the Credit Card Information button. The button opens the new Payment Information window to view additional details about the payment.

- See Company Maintenance Changes for ACH Payments on page 6 in the Library Master section for information about that task.

## **Reports and Listings**

- The option to print customers' ACH payment information has been added to the Customer Listing task window. The last four digits of the bank account appear on the listing.
  - On the Deposit Transaction Report, the last four digits of the bank account appear for ACH payments in the renamed Credit Card/ACH/Reference/Check Number column.
  - The Credit Card Settlement Report has been renamed Credit Card and ACH Settlement Report. ACH payments are included on the report.

## **Changing Transaction Information**

A new security event, Allow to Override ACH Payment Transactions, has been added. This security event enables the Fix button on the Payments tab in A/R Invoice Data Entry and Cash Receipts Entry, which lets users update ACH payment transaction information.

## **Bank Reconciliation**

### **Option to Keep Bank Reconciliation Report Window Open**

The following check boxes have been added to the Bank Reconciliation Report task window:

- Keep Window Open After Print
- Keep Window Open After Preview

Note that the task window will automatically close when updating the report, even if the check boxes are selected.

### **Improved Export to Excel for Reports**

When exporting Bank Reconciliation reports to Microsoft Excel, the resulting Excel file is easier to view and manipulate.

- The minimum font size is 8 points.

- Empty columns and rows are minimized.

## **General Ledger**

### **Improved Export to Excel for Financial Reports**

When exporting financial reports to Microsoft Excel, the resulting Excel file is easier to view and manipulate.

- The minimum font size is 8 points.
- Empty columns and rows are minimized.

## **Library Master**

### **Search Added to Role Maintenance**

After selecting a role in Role Maintenance, you can click the Search button and enter search criteria. A list of matching tasks, security events, and module options appears, and you can select one to go to its location on the applicable tab.

### **Company Maintenance Changes for ACH Payments**

The following changes were made to support the ACH payment processing feature.

- The Credit Card tab has been replaced with the Payment tab.
- The Enable Credit Card Processing check box has been replaced with the Enable Payments field. You can select whether to accept credit cards, ACH payments, both payment types, or neither option.

## **Sales Order**

### **Ability to Accept ACH Payments**

You can now enter ACH payments in the following tasks:

- Sales Order Entry
- S/O Invoice Data Entry

To enable this feature, you must have a Sage Payment Solutions account that is set up for ACH payments. You can then enable the feature on the Payments tab in Company Maintenance and set up

ACH payment types in Payment Type Maintenance. For more information, see *Set Up Credit Card and ACH Payment Processing* in the help.

To accommodate this feature, the following changes were made in the data entry tasks.

- The Credit Card tab has been renamed; it is now the Payment tab. Fields related to ACH payments have been added, and the Payment ID field has replaced the Card ID field.
- On the Payment tab in Invoice Data Entry, the Fix button is available based on the Allow to Override ACH Payment Transaction security event in Role Maintenance.

### **ACH Payment Processing**

ACH payments are submitted to Sage Payment Solutions as part of the Sales Journal update process. They cannot be processed individually. For more information, see *Process ACH Payment Transactions* in the help.

**Sage 100 2016** includes over 20 enhancements to help you stay compliant, more easily enter data, set preferences, print or customize reports, and automate sales order expiration dates. New this year, you have a choice to move to a premium version, Sage 100c, which provides you with a simplified user experience and shortens your learning curve.

### **Be compliant with new Affordable Care Act requirements**

With Sage 100 2016, you can ensure your company is meeting new requirements of the Affordable Care Act (ACA). Learn more about the [Affordable Care Act](#).

#### **New enhancements for ACA compliance include:**

- Change Period End processing to retain ACA records and terminated employees until the purging of Perpetual Payroll History.
- Store Employee/Employer data for 1094 and 1099B/C forms.
- Transmit ACA data to Aatrix via .AUF for 1094/1095-B/C compliance.
- Apply Employee Maintenance Sort field data to .AUF file to allow for sorting of W-2s with Aatrix.
- Select whether to use the 1094 or 1095 forms when printing forms in Federal eFiling and Reporting.
- Enter values in the new Policy Origin Code field to print on Form 1095-B in part I, field 8 when printing forms in Federal eFiling and Reporting.



- Select the following check boxes on Form 1094-C in Part II, section 22 when printing forms in Federal eFiling and Reporting:

- Qualifying Offer Method
- Qualifying Offer Method Transition Relief
- Section 4980H Transition Relief
- 98% Offer Method

### Outsource your payroll so you can focus on your business

Whether you're looking for a full-service payroll solution or you want a better experience than you have with your current provider, Sage 100 2016 offers enhanced integration with Sage Payroll Services so you can upload general ledger account numbers and bank codes to Sage Payroll Services and easily download payroll transactions back into Transaction Journal Entry.

### Save time with easy-to-use data entry, and preference settings

#### **Sage 100 2016 includes enhancements that will simplify everyday tasks:**

- Add and print extended item descriptions for miscellaneous items.
- Add extended item description for lines in the Accounts Receivable data entry and invoice entry tasks.
- Set preferences using the new user settings window such as the default zoom level for previewing reports.
- Choose whether or not to automatically insert decimal points when entering quantities.
- Select whether you want to use the standard or classic desktop and—if you have the appropriate security setup—a theme for task windows.
- Change desktop theme and options without the need for rights to library master tasks.
- Allow for purchase order numbers of up to 30 characters with windows and tabs that expand accordingly.
- Gain an easier way to correct documents that have been entered to the wrong batch or need to be moved.
- Allow for greater security with an expanded 128-character password field in the SMTP email server.

- Schedule the generation and printing of reports—and export and import data in Visual Integrator—using Task Scheduler.

### Improved Accounts Payable reporting and printing

**In Sage 100 2016, the Accounts Payable Aged Invoice Report window now includes an Electronic Payment Vendors field so you can specify whether vendors with the Electronic Payment check box selected in Vendor Maintenance are:**

- Included on the aged invoice report.
- Excluded from the report.
- The only invoices printed on the report.

You can now specify whether the Accounts Payable Aged Invoice Report will be printed in landscape view with an 8-point font size or in portrait view with a 6-point font size, using a new Print Condensed check box. This is also true for AP and AR Aged Invoice Reports.

### Automate sales order expiration dates and simplify data entry

With Sage 100 2016, you can now choose a default period for expiration of sales orders that will automatically be set or overridden and replaced when needed.

The check number field in Sales Order Entry and Invoice Data Entry has been expanded from 6 to 10 characters to allow for longer check numbers when recording prepayments or deposits against pending orders.

### Integration with the latest version of Sage CRM

Get the real-time information you need to make more informed business decisions. Sage 100 now integrates seamlessly with Sage CRM 7.3, driving productivity, efficiency, growth, and profitability.

### What is Sage 100c?

**Sage 100c** offers you all the 2016 release enhancements plus a modernized user interface, designed to shorten your learning curve. It provides improved navigation, customizable desktop themes, and more:

- **Easier navigation**

Change fonts on the desktop and task window, customize desktop themes, and color schemes.

- **Persistent web content**

Easily get to commonly used websites and activate services like Sage Payment Solutions and Sage Payroll Services.

- **Personalization and security**

Individual users can change colors and themes, while accessing only the information they are authorized to see.

- **Application scaling**

Change the resolution of your screen to fit properly on high-definition screens.

- **Business Insights Dashboard**

Improved access to the Business Insights Dashboard, which has been given a modernized look.

**New enhancements include:**

- A fresh new look for managing important customer information in fewer clicks.
- Email marketing with MailChimp for sending campaigns to up to 2,000 customers a month for free.
- A new optimized experience and user interface for mobile devices.
- Added business insight with business accelerators for sales.

## **DM2 Software *Petroleum Insights* v2016 (5.30.1.0) Feature Summary Released April 4, 2016**

As you may be aware, Sage recently changed from a numeric naming convention (ex., v4.50) to one that incorporates the year of the release (ex., v2016). DM2 began following suit by naming our last release v2013. Our new v2016 release is also following suit. This new release continues the move to Sage's new Business Object Framework programming architecture. This major change in architecture gives you the option of continuing to use ProvideX (included with Sage 100 ERP Standard or Advanced-based *Petroleum Insights* systems) or **upgrading to the Sage 100 Premium-based version of *Petroleum Insights* and using SQL for your system's database**. This new Framework architecture also gives you the ability to use Sage's Customizer module on all of your DM2/Sage system tables and most of your user interface menus and screens. In addition, you will be able to create multiple report settings, user defined fields and tables, customizable grids and resize most of your system windows. And, since all reports are now Crystal-based, every system report can be easily modified to meet your specific needs. This new release will also include the following new petroleum industry-specific and general features and enhancements:

**Budgets By Tank** – v2016 now includes the ability to enable you to set up budget accounts on any tank rather than just the first tank of your customer's Customer/Ship To record and assign multiple budgets per customer.

**Sales Order Dispatch Pricing Grid** – your pricing is now displayed in a new easy-to-read grid format.

**CardLink Edit Report** - CL Edit reports are now fully customizable.

**Gmail Secure E-mail Server Support** - support is now available for Gmail secure email servers.

**EFT Notifications and Reports** - all notifications and reports are now completely Crystal-based. Now you can open the Crystal Notification and easily enter your messages along with all of the merge fields that were previously available. "Email-Only Notification" functionality is still supported to send text-only e-mail notifications.

**Shell Customer Lookup** – to improve usability, a Shell Customer lookup has been added to FT-Shell eRouter-Shell Customer Maintenance.

**Item Maintenance-Transaction Tab** - there is now a new button that allows you to easily change how the screen displays your clearing warehouses.

In addition to these industry-specific features, DM2 has also incorporated the following general Sage 100 version 2014, 2014, and 2016 features and enhancements into the 2016 release of *Petroleum Insights*:

## Global Enhancements

**Auto-Complete** - an auto-complete feature has been added for customer number, vendor number, and item code entry fields. You can now locate records by entering the customer name, vendor name, or item description in the respective field. As you type, a list of records matching your entry appears, and you can select a record from the list. For example, if you have vendors named United Airways, United Paper, and United Parcel Service, when you type united in the vendor number field, all three vendors will appear in a list, and you can select the one that you want. You can still select records by entering the customer number, vendor number, and item code. This feature is automatically enabled for all users. To disable the feature for all users, clear the Enable Auto-Complete check box in Library Master > System Configuration. You can also disable the feature for individual users in Library Master > User Maintenance.

**Keep Report Window Open** - the following check boxes will now appear on custom report windows and most reports where they were previously not available:

- Keep Window Open After Print
- Keep Window Open After Preview

You can select these check boxes so that the windows do not automatically close after printing or previewing reports.

**Default Column Name in Search Grid Window** to make searching easier when using the Search Grid window, the default value in the Column Name field is now the first column in the grid. For example, in Check, Deposit and Adjustment Entry, when you click the Find Row button to open the Search Grid window, Check No. is now the default value in the Column Name field.

**Expanded Vendor Name Field** - the vendor name field has been expanded to 50 characters. The field held a maximum of 30 characters in prior versions.

- Check forms now display up to 50 characters. If you have customized check forms, they will automatically print up to 50 characters, and long vendor names will wrap to a second line. The customized check forms must be modified. Otherwise, if a vendor name wraps, the city, state, and ZIP Code will not print when two address lines are used.
- The standard forms and reports handle the expanded field differently, depending on the report layout. On some, vendor names that exceed 30 characters wrap to the next line. On others, the longer names either fit on one line, or they are truncated. For all standard forms and reports, the vendor name field in the work table has been expanded to hold 50 characters. You can use SAP Crystal Reports to modify these forms to display the full name if needed.
- Test all customized forms that print the vendor name to ensure that they correctly display names that exceed 30 characters. Be sure to check fields that include the vendor name, such as “remit to,” “purchase name,” and so forth.

- Reports created with the Business Insights Reporter Wizard must be modified by editing the report using SAP Crystal Reports Designer, or you can recreate the reports using the wizard.
- Labels that include both the vendor name and address have been updated to display a vendor name of 50 characters. Longer names will extend to a second line. The vendor name field for mailing labels that print in three columns remains truncated. Also, labels that include only the vendor name, such as inventory labels, were not updated.
- Windows and tabs that display the vendor name have been updated to display either all 50 characters or as many as possible. For fields that do not display all 50 characters, you can use the Right Arrow key or the End key to move the cursor within the field and view the full name. The Home key returns the cursor to the beginning of the field.

**Company-Specific Color for Window Frame Only** - the Enable Company Specific Color check box on the Preferences tab in Company Maintenance has been replaced with a drop-down list. When enabling the feature, you can now specify whether the company-specific color will be used for the window background, for the frame around the window, or for both.

**Lookup Wizard Button Added to Lookup Windows** - a Lookup Wizard button has been added to all lookup windows. Click the button to start the User Lookup Wizard. Clicking the Lookup Wizard button instead of the Custom button allows you to specify which companies and users will have access to the customized lookup view. You must have the appropriate security setup to access the Lookup Wizard button.

**Stay in Current Module When Changing Company** - you can now remain in the current module when switching to a different company. To enable this feature, select the Retain Module on Company Change check box on the Preferences tab in User Maintenance.

**Detailed Activity Log Entries for Changes to Module Setup Options** - when changes are made in module setup tasks, such as Accounts Receivable Options, a more detailed description appears in the Activity Detail window accessed from the Activity Log. A new activity type, Setup Options Activity, has been created to group these events. This allows you to easily view them when sorting by the Type column in the Activity Log and to search for them using the Activity Log Search button.

**Extended Item Descriptions for All Items** - you can now enter an extended item description for all items, with the exception of Comment-type items. The following changes have been made as part of this enhancement:

- An Extended Item Description button has been added to the Miscellaneous Item Maintenance window. Click this button to open the Item Text Maintenance window to view and maintain extended item descriptions.
- A Print Extended Descriptions check box has been added to the Miscellaneous Item Listing window.

- An Extended Item Description button has been added to the Lines tab in A/R Invoice Data Entry and A/R Repetitive Invoice Entry.
- On all other data entry screens with an Extended Item Description button, the button will now be available when miscellaneous, special, and charge items are selected.

**User Settings Window** - the new User Settings window allows users to set certain preferences, such as the default zoom level for previewing reports and whether a decimal point is automatically inserted when entering quantities. Users can also use this window to select whether they want to use the standard or classic Desktop and, if they have the appropriate security setup, a theme for task windows. A new security event, Allow to Modify Theme in User Settings, has been added to Role Maintenance. The User Settings window is accessed by clicking the Settings button on the User Logon window after entering a valid user logon ID and password, or by selecting Change User Settings from the Sage 100 File menu.

**Expanded Customer Purchase Order Field** - the customer purchase order number field has been expanded to 30 characters. The field held a maximum of 15 characters in prior versions.

- The standard forms and reports handle the expanded field differently, depending on the report layout. If the longer number doesn't fit on one line, it wraps to the next.
- Test all customized forms that print the customer purchase order number to ensure that they correctly display numbers that exceed 15 characters.
- Reports created with the Business Insights Reporter Wizard must be modified by editing the report using SAP Crystal Reports Designer, or you can recreate the reports using the wizard.
- Windows and tabs that display the customer purchase order number have been updated to display either all 30 characters or as many as possible. For fields that do not display all 30 characters, you can use the Right Arrow key or the End key to move the cursor within the field and view the full number. The Home key returns the cursor to the beginning of the field.

**Transfer Document to a Different Batch** - a Transfer Document button has been added to data entry windows that include the batch entry feature. If batch entry is enabled, you can click this button to move the current document to a different batch.

**Ability to Sort By Multiple Columns** - a Sort Columns button has been added to most item selection windows. Click the button to select one or more columns and specify whether to sort each one in ascending or descending order.

**Print Full Comments Selection Retained When Printing Journals and Registers** - when printing most journals and registers, your choice of selecting or clearing the Print Full Comments check box will be retained. The same choice will be made automatically the next time you print the journal or register.

**New Task Scheduler Options** - you can now schedule the following tasks in Task Scheduler:

- Print reports
- Run Visual Integrator import and export jobs

As part of this change, a Type field has been added to the Schedule tab. The grid on the Task tab will vary based on what type is selected in this field.

### **Accounts Payable Enhancements**

**Sort Report By Field for Vendor Audit Report** - a Sort Report By field has been added to the Vendor Audit Report. You can now sort the report by either the vendor number or the user logon.

**Electronic Payment Vendor Option for Aged Invoice Report** - an Include Electronic Payment Vendors field has been added to the Accounts Payable Aged Invoice Report window. You can use this field to specify whether vendors with the Electronic Payment check box selected in Vendor Maintenance are included on the report. The available options in the field are No, Only, and Yes.

**Larger Font Size Option for Aged Invoice Report** - a Print Condensed check box has been added to the Accounts Payable Aged Invoice Report window. When the check box is cleared, the report will be printed in landscape view with an 8 point font size. When this check box is selected, the report will be printed in portrait view with a 6 point font size as it was previously.

### **Accounts Receivable Enhancements**

**Sort Report By Field for Customer Audit Report** - a Sort Report By field has been added to the Customer Audit Report. You can now sort the report by either the customer number or the user logon.

**Ability to Filter Salesperson Commission Report by Pay Date** - a Pay Date field has been added to the Selections grid in the Salesperson Commission Report window. This field is available if the Commissions Paid on Paid Invoices Only check box is selected in Accounts Receivable Options.

**Ship Via Field Added to Customer Ship-To Address Maintenance** - a Ship Via field has been added to customer Ship-To Address Maintenance. The shipping code entered in this field will be the default shipping code for sales orders and one-step Sales Order invoices.

**Larger Font Size Option for Aged Invoice Report** - a Print Condensed check box has been added to the Accounts Receivable Aged Invoice Report window. When the check box is cleared, the report will be printed in landscape view with an 8 point font size. When this check box is selected, the report will be printed in portrait view with a 6 point font size as it was previously.

### **Sage Intelligence Reporting Enhancements**

**Updated Version of Sage Intelligence Reporting** - an updated version of Sage Intelligence Reporting provides the following benefits:

- Improved performance for the Financial Report Designer
- Missing accounts detection



- Context-specific help
  - Inclusion of formula's within distributed reports
  - Updated report templates
- For details on these enhancements, see the *What's New* document in the Sage Intelligence Reporting online help.

**Installation** - the Sage Intelligence Reporting installation program is now part of the Sage 100 ERP Workstation Setup program. Sage Intelligence Reporting is automatically installed when you run Workstation Setup and select the Typical installation option.

**Access within Sage 100 ERP** - Sage Intelligence Reporting is now accessed from the Sage 100 ERP Module Menus toolbar and the Tasks tab.

**Excel 2010 and Excel 2013 64-Bit Support** - Sage Intelligence Reporting is now compatible with the 64-bit version of Excel 2010 and Excel 2013.

**.NET Framework 4.0** - Sage Intelligence Reporting has been upgraded to .NET Framework 4.0, resulting in smoother integration with Excel and faster installation time if .NET Framework 4.0 is already installed.

**Security Option for Report Viewer** - you can now manage access to the Report Viewer through Role Maintenance. On the Tasks tab, a Report Viewer check box has been added under Sage Intelligence Reporting > Reports/Forms.

**User Interface and Usability Improvements** - numerous enhancements were made to Sage Intelligence Reporting to make the product more efficient and easy to use. These improvements include the following:

#### ***User Interface***

- Report Manager menu items have been reorganized to make commonly used features easier to find. The most commonly used items are grouped on the Home and Help tabs. Less frequently used items are grouped on the File and Tools tabs.
- Connector menu items have been reorganized; more commonly used items are now available on the File, Home, and Help tabs. Less commonly used features are now on the Tools tab.
- The locked report screen and the Unlock on Copy screen have been updated to display information in a more user-friendly manner.

#### ***Report Designer***

- The new Report Designer Add-in gives you better control over reporting layouts. You can now break reports into reusable pieces and reassemble them in different configurations to create new reports.
- You can now maximize the Report Designer window.

- Rows and columns are now ordered alphabetically, and they are easier to rearrange. Also, larger fonts are now used, and the row and column placeholder bars within the selected row and column layout are now wider to accommodate longer field names.
- You can now insert column or row fields at a specific location within your layout instead of inserting it at the end of the column or row and then moving it.
- Text columns added to a layout are now automatically resized based on their content.
- You can now add and delete row reporting groups from within the Mapping Tool.

### **Report Manager**

- The columns that appear in Report Manager when a report is selected are now automatically resized so that all text within the columns is visible.
- When importing a report that includes a container with the same name as an existing container, you can now rename the container to avoid having two containers with the same name.
- The right-click menus have been simplified and more intuitive labels have been added. The options that have been removed are still available on the Report Manager Ribbon.

### **Report Viewer**

- The Report Viewer now remains open after running a report.
- A minimum window size has been set for the Report viewer so that all available reports are visible.

## **Credit Card Processing Enhancements**

**Level 3 Credit Card Processing** - you can now submit level 3 credit card transactions for payments entered in Sales Order Entry and S/O Invoice Data Entry. (Deposit transactions are not subject to level 3 processing because line item information is required, and there is no way to associate specific lines with a deposit.) The following related changes have been made:

**Library Master** - an ISO Country Code field has been added to the Country Code Maintenance window. This code will be included with the ship-to address information when processing level 3 credit card transactions.

**Accounts Receivable** - an Include Level 3 Data check box has been added to the Payment Type Maintenance window.

**Sales Order** - the following fields have been added to the secondary grid in Sales Order Entry and S/O Invoice Data Entry.

- Commodity Code
- Alt Tax ID
- Tax Type

- Net/Gross
- Debit/Credit
- Tax Amount
- Tax Rate

A Level 3 button has been added to the Credit Card tab in Sales Order Entry and S/O Invoice Data Entry. You can click the button to enter additional information for level 3 transactions. An empty text string or a zero value (depending on the field type) will automatically be transmitted for level 3 transactions if you do not enter a value for these fields.

The new fields on the Lines tab and the Level 3 button are available only if the following conditions are met:

- The customer's credit card entered on the Credit Card tab is associated with a payment type set up for level 3 processing.
- The transaction type is Payment/PrePost Authorization.
- A value is entered in the Corporate ID/PO field.

Certain default values must be set to ensure that the fields added to the Lines tab are available without first entering information on the Credit Card tab. For more details and the steps required to prepare for level 3 processing, see "Setup Customer Credit Cards for Level 3 Processing" in the help system.

**Customer Purchase Order Number** - when you process level 3 credit card payments, customers' purchase order numbers will now be transmitted as part of the transactions. The purchase order number will share the same field as the sales order or invoice number, and they will be separated by a dash. The purchase order number will have "PO" appended to the end. "SO" will be added to sales order numbers, and "IN" will be added to invoice numbers.

For example: 1234567PO - 7654321IN

This information may print on customers' credit card statements; it may be truncated, depending on the statement design.

## **New Sage CRM v 7.3 Features**

**Server-Side Mobile App for iPhone/Android** – dramatically improved for Sage CRM v7.3, this new app:

- Allows you to View CRM reports and saved lists, such as lists of your accounts and your opportunities
- Logs the results of a meeting from the field
- Accesses ALL of your business contact information from the CRM system
- Allows you to view your schedule & appointments, set reminders on your phone from the field

*DM2 Petroleum Insights New Feature Summary - pg. 27*

Rev. 36 – October 4, 2017

- Creates new Leads, Contacts, Companies on your iPhone or Android, which updates the Sage CRM system in real-time
- Allows you to view, create and manage Opportunities and Cases with your smart phone

**Sage 100 Location Management Extended to CRM** - Sage CRM Addresses which are now fully integrated with Sage 100 Locations:

- The new CRM Address Account Manager field is synchronized with Sage 100 Location Sales Rep
- CRM Address territory security is optional
- Manage CRM Opportunities, Cases and Communications by CRM Addresses which are synchronized with Sage 100 Locations including ship-to addresses.
- The CRM Address screen now displays a Quick Look of Communications, Opportunities & Cases for the current CRM Address. Sage 100 Location Sales Rep is synchronized with Sage CRM Address Account Manager.
- A new Address lookup is added. May search CRM Addresses by Address Name, Address Code or CRM Address Account Manager
- Now possible to search Opportunities, Cases and Communications by CRM Address Name or Code, or by CRM Address Account Manager
- New "Recent Address" submenu is added
- A new My CRM > Locations interface is added similar to My CRM > Opportunities

**DM2 Pricing Now Available in CRM Order Entry** – Full DM2 Pricing is now available in CRM quote and order entry, via desktop, iPad and/or Microsoft Surface. DM2 prices calculated in CRM for quotes or orders prior to promoting to Sage 100 – supports Type 0 Pricing, Type 1, Type 2, Type 9, Contract, Family Pricing, Rebate, STD Cost %, STD Cost Amt, STD Price %, STD Cost Amt, and Fuel Tax Exempt pricing.

**Streamlined Screens for iPad/Microsoft Surface** – CRM company screen now easily fits into a single iPad/Surface screen without the need to scroll and there are fewer screens to tab through.

**Gallons, Weighted Gallons, Ave Gallons and Weighted Ave. Gallons** – Gallons, Weighted Gallons, Ave Gallons and Weighted Ave. Gallons have been added to the My CRM > Opportunities list and "Statistics for All Stages" report box. This report displays for whatever list of opportunities are selected in this screen.

**CRM Cases – Basic setup included with Sage CRM version upgrade**

### **General Ledger Enhancements**

**Out-Of-Balance Message on Detail Report** - if the General Ledger Detail Report is out of balance, "The Detail Report is not in balance" now prints next to the report totals.

**Sort Report By Field for Account Audit Report** - a Sort Report By field has been added to the Account Audit Report. You can now sort the report by either the account number or the user logon.

**One-Click Journal Reversals** - a Journal Reversal button has been added to the Transactions tab in Account Maintenance and to the Journal Drill Down window. Click this button to perform one-click journal reversals. The reversing entry is created, and a journal comment is added noting the reversal. You can then review the entry in General Journal Entry before updating it. A security event, Allow Journal Reversal, has been added in Role Maintenance to enable the button.

**Sage Payroll Services Integration** - Sage 100 is now integrated with Sage Payroll Services (formerly known as PayChoice). You can upload general ledger account numbers and bank codes to Sage Payroll Services and download payroll transactions into Transaction Journal Entry. After setting up an account with Sage Payroll Services, use the tasks on the General Ledger Payroll Services menu to set up the integration. For detailed steps, see *Integrate an Online Payroll Service with General Ledger* in the help system. To learn more, visit <http://na.sage.com/us/sage-payroll-services>. This feature will not affect anyone using the previously existing online payroll service, BenefitMall. A Payroll Service field has been added to Sage Payroll Services Options, which allows you to select the online payroll service you are using. However, the correct option will be automatically selected when you upgrade from a system that was integrated with BenefitMall.

## **Inventory Management Enhancements**

**Module Options for Transaction Types** - in Transaction Entry, the options available in the Transaction Type field are now based on the user's security setup.

The following module options have been added to Role Maintenance:

- Allow Transaction Entry Adjustments
- Allow Transaction Entry Issues
- Allow Transaction Entry Receipts
- Allow Transaction Entry Sales
- Allow Transaction Entry Transfers

For existing roles, the new module options are automatically selected so that the transaction types are allowed by default. If you create a role for which none of the transaction types are allowed, users assigned to that role will not be able to access Transaction Entry.

**Copy From Button in Product Line Maintenance** - a Copy From button has been added to Product Line Maintenance. After entering a new product line, you can now click Copy From to copy information from an existing product line to the new one. The new Copy From window has a Copy Accounts check box that allows you to specify whether to copy the general ledger account information.

**Copy From Options for Items** - when using the Copy From button in Item Maintenance, you can now specify whether to include the vendor and alias item records of the item you are copying from.

The vendor and alias item information is copied by default, but you can exclude it by clearing the following check boxes that have been added to the Copy From window:

- Copy Item Vendors
- Copy Alias Items

The check boxes have also been added to the Item Maintenance On-The-Fly window.

**Source Journal Zoom Button in Item Maintenance** - a Source Journal Zoom button has been added to the Transactions tab in Item Maintenance. You can click the button to view detailed journal information about the selected transaction. The journal information is available only for transactions entered after you have upgraded from your previous version of Sage 100 ERP. Also, a Source Journal column has been added to the transactions grid to display the source journal number.

**Sort Report By Field for Item Audit Report** - a Sort Report By field has been added to the Item Audit Report. You can now sort the report by either the item code or the user logon.

**Security Options for Item Vendor Maintenance** - security options for Item Vendor Maintenance have been added to Role Maintenance; therefore, you can now maintain different levels of security for this task and Item Maintenance.

**Last Physical Count Date Added to Item Maintenance** - you can now view the date of the last physical count for an item in Item Maintenance and Item Inquiry. The Last Physical Count Date field displays the date that the Physical Count Variance Register was last updated. The field is view-only and has been added to the following locations:

- Additional Tab
- Quantity Tab
- Quantities grid on the Main tab

## **Paperless Office Enhancements**

**Access Report Viewer Directly from Report Task Windows** - you can now access the Report Viewer directly from report task windows. To access the viewer, click the drop-down button in the top-right corner of the window, and then click Report Viewer. When the Report Viewer opens, the current company, module, and report will be automatically entered in the applicable fields, and the existing PDFs will appear in the list box. The Report Viewer option is available only if the specific report is set up in Report Maintenance, and you must have the appropriate security set up to access it.

## **Payroll Enhancements**

**Sage 100 Direct Deposit Service** - Sage 100 Direct Deposit, a new service offered through Sage Payroll Services, integrates seamlessly with the Payroll module. This new service uses the same tasks as the existing direct deposit feature, but the process has been simplified.

- You no longer need to transmit the ACH file to your bank. Sage handles that for you.
- Less information is required in the Direct Deposit Interface Setup task. To get started with the new service, complete the application form. A link to the form has been added to the Direct Deposit tab in Payroll Options. For setup instructions, see Setting Up Sage 100 Direct Deposit Service in the help or refer to the Sage 100 Direct Deposit User Guide available here: [https://cdn.na.sage.com/docs/en/customer/100erp/2016/open/Sage100\\_DirectDeposit\\_GettingStartedGuide.pdf](https://cdn.na.sage.com/docs/en/customer/100erp/2016/open/Sage100_DirectDeposit_GettingStartedGuide.pdf)

As part of this change, the Direct Deposit Interface options available in Payroll Options have changed.

- Sage 100 Direct Deposit Service has been added.
- The Sage option, which was used for the preexisting direct deposit feature, has been renamed Manually Send ACH File.

## **Purchase Order Enhancements**

**Copy Purchase Order Information** - a Copy from button has been added to the Purchase Order Entry window. After entering a new purchase order number, you can now copy information from one of the following:

- Purchase orders
- Purchase order history (if the Retain Purchase Order History check box is selected in Purchase Order Options)
- Purchase order receipts (if Yes or Period End is selected in the Retain Receipt History field in Purchase Order Options)
- Accounts Payable invoices (if the Post Accounts Payable Invoices check box is selected in Purchase Order Options and the Track Detailed Invoice/Payment History check box is selected in Accounts Payable Options)

**Purchase Order History** - the following fields have been added to the History tab in Purchase Order Options and to the Purchase Order Setup Wizard.

- Retain Purchase Order History
- Retain Deleted Orders
- Retain Deleted Lines for Orders

Select the Retain Purchase Order History check box to retain history. When the check box is selected, you can select Yes, No, or Prompt to define how deleted orders and lines are handled.

If the purchase order data entry files contain records and the purchase order history files are empty when you select the Retain Purchase Order History check box, a message appears asking if you want to create history records. Click Yes to create records for any standard orders, drop-ship orders, and material requisitions that exist in the purchase order data entry files.

**Option to Create History During Data Conversion** - if you are upgrading from a prior version of Sage 100 ERP, before converting data you will see a window with the same fields that were added to Purchase Order Options. You can enable the history feature and choose whether to create history at that time.

**Create Purchase Order History Utility** - if you do not choose to create history records when you first select the Retain Purchase Order History check box, you can do so later using the Create Purchase Order History utility. This new utility has been added to the Purchase Order Utilities menu.

**Purchase Order History Inquiry** - a new task, Purchase Order History Inquiry, has been added to the Purchase Order Inquiries menu. The task is available only if the Retain Purchase Order History check box is selected in Purchase Order Options.

**Purchase Order History Report** - the Purchase Order History Report has been added to the Purchase Order Reports menu. The report is available only if the Retain Purchase Order History check box is selected in Purchase Order Options. When generating the report, you can select which purchase order types to print and choose from multiple sort options. The report can be further filtered using the selections grid.

**Cancel and Reason Code Maintenance** - a new task, Cancel and Reason Code Maintenance, has been added to the Purchase Order Setup menu. The task is available only if Prompt is selected in the Retain Deleted Orders or Retain Deleted Lines for Orders field in Purchase Order Options. Use this task to create reason codes for tracking why purchase orders and purchase orders lines are deleted. The codes can be flagged as inactive so that they will not show up in lookup results. Codes can also be created on the fly when deleting a purchase order or line.

**New Business Insights Views** - several views related to purchase order history have been added to Business Insights Reporter, and one related view has been added to Business Insights Explorer.

**Sort Option for Auto-Generated Purchase Orders** - a Sort Purchase Order Lines By field has been added to the Generate tab in Purchase Order Options. Use this field to determine how purchase order lines are sorted — either by item code or by sales order line number — on the Auto-Generate from Sales Orders Listing and in Purchase Order Entry.

**New Vendor Memo Button** - a Vendor Memo button has been added next to the Vendor button in the tasks listed below. From any tab, you can click the button to view, create, or update memos for the currently selected vendor.



- Purchase Order Entry
- Receipt of Goods Entry
- Receipt of Invoice Entry
- Return of Goods Entry

**Redisplay Source Document After Quick Printing** - on the Printing tab in Purchase Order Options, you can now select whether to redisplay the source document after quick printing in Purchase Order Entry and Return of Goods Entry.

## **Sales Order Enhancements**

**Ability to Reauthorize Credit Card Transactions** - the Fix button is now available on the Credit Card tab in Sales Order Entry and Invoice Data Entry if there is an expired credit card authorization for the selected order or invoice. You can click this button to reauthorize the credit card transaction. The Fix button is available if the Allow to Override Credit Card Authorization security event is selected for your role in Role Maintenance. For more information on using this feature, see *Reauthorize a Credit Card Transaction* in the help system.

**New Customer Memo Button** - a customer Memo button has been added next to the Customer button in Sales Order Entry and Invoice Data Entry. From any tab, you can click the new Memo button to view, create, or update memos for the currently selected customer.

**Batch Number Added to Sales Order Entry Message** - if you have batch processing enabled for Invoice Data Entry, the messages that appear in Sales Order Entry when you select an order that is being invoiced or shipped will now include the batch number.

**Ability to Omit Orders On Hold When Printing** - a Print Orders On Hold check box has been added to the Sales Order Printing window. The check box is selected by default, but you can clear it to omit orders on hold when printing. A Print Order On Hold check box has also been added to the quick print window.

**Default Expiration Date for Quotes** - a Default Days Until Quote Expires field has been added to the Entry tab in Sales Order Options. The value entered in this field will be added to the Sales Order accounting date to calculate the expiration date for quotes in Sales Order Entry.

**Additional Options When Promoting Quotes** - in addition to promoting quotes to standard orders in Sales Order Entry, you can now promote them to back orders, master orders, and repeating orders.

**Use Default Order Date When Promoting Quotes** - the following check box has been added to the Entry tab in Sales Order Options: Use Default Order Date When Promoting to Order If you select this check box, the original quote date is replaced with the order date from the Default Values for Sales Order Entry window when you promote a quote to an order. If the check box is cleared, the original quote date is used for the order date, as it was in past versions.

**Expanded Check Number Field** - the Check Number field in Sales Order Entry and Invoice Data Entry has been expanded to 10 characters. Only 6 characters could be entered in the field in prior versions.

## **DM2 Software *Petroleum Insights* v2013 (5.00.2.0) Feature Summary Released February 10, 2015**

**DTN Invoice Export Interface** (5.00.1.1) – now, in addition to our optional DTN Bill of Lading, Credit Card, Pricing, Supplier EFT and Supplier Invoice Interfaces, we are offering a new DTN Invoice Export Interface. In order to do business with certain national accounts, you are required to provide invoices electronically in the specific formats they dictate. To facilitate this, we have developed our new DTN Invoice Export Interface to export invoice data to DTN for normalization and EDI delivery to these accounts in the formats they require. After the export has been completed, an audit log is created to identify which invoices were sent. These invoices are then tagged as “Sent” so your open Accounts Receivables knows which invoices have been exported.

**Sales Order Invoice Date and Time Override in Bill of Lading Entry** – this new feature allows you to override the Date/Time field in Bill of Lading Entry, so you can enter actual delivery dates for pricing purposes and tie the date back to your sales orders.

**Common Carrier Type Deliveries** – easily create “Freight Only” invoices for fuel you haul for other marketers as a common carrier based on the number of gallons entered in Bill of Lading. To facilitate this, we have added a default Fuel Type in Item Maintenance and stored this Fuel Type at the Inventory Maintenance level so freight can now be calculated without needing to set those fuel products (including blended products) up in Bill of Lading. In addition, a “BOL Zero Cost” checkbox has also been added to Item Maintenance menu to override the need for a cost to be present when entering the receipt portion of a Bill of Lading.

**Freight Surcharges Expanded** – the Freight Surcharge feature has been expanded to include Freight Out Surcharge, Freight Surcharges by Carrier by Region/State, and Freight Surcharges by Customer/Ship To.

**Freight Surcharges Breakout** – now you can breakout and display Freight Surcharges as a separate line item on your Sales Order invoices for the fuel product you sell and deliver or haul as a common carrier for other marketers.

**Common Carrier Ancillary Fees** – now, in addition to freight and surcharges, you can easily add ancillary charges for demurrage, pump off and split loads during Bill of Lading distribution entries by clicking on the “Freight” button.

**Customer Type Segment Substitution** – to make it even easier to generate P & L statements based on your warehouse locations and customer types, each transaction is now automatically updated with the correct Location (Warehouse) and Customer Type as each transaction is generated and updated. This greatly reduces the number of set-ups required and eliminates the need for manual product transfers prior to updating your transactions.

**Supplier Contracts** - similar to Customer Contracts feature found in your PetroLink module, a Supplier Contracts feature has been added to Bill of Lading to manage the fixed gallon amounts, date ranges and special pricing associated with these contracts.

**Extend Decimal for Cents Per Gallon Rate in Consigned Stations** – to provide greater accuracy, we have extended the “Cents per Gallon” field used for calculating Commissions in our option Consigned Stations module from 2 to 4 decimal places.

**Automated Fees by Warehouse** - the purpose of this enhancement is to allow for clients to charge their customers charges on specific types of fuel deliveries. These charges should be calculated as a flat rate per SO Invoice for the specific types of deliveries.

**Supplier Cost and Customer Price Automatic Calculation** - the purpose of this enhancement is to add multiple options for cost/price of fuel items attached to Price Tables. Many times the cost for Supplier Contracts (enhancement that will be added during the same time that this enhancement is added) and the base for customer pricing is calculated using a formula. Currently, this is a manual calculation by the user either when processing associated bills of lading or maintaining associated Fuel Price Tables. This enhancement is to automate the calculation for two reasons:

1. Allows us to automate the process of importing bill of lading records via our DTN eBOL Interface without user intervention thus increasing efficiencies and reducing overhead
2. Eliminate user error.

## **DM2 Software *Petroleum Insights* v2013 (5.00.1.0) Feature Summary Released June 30, 2014**

As you may be aware, Sage recently changed from a numeric naming convention (ex., v4.50) to one that incorporates the year of the release (ex., v2013). DM2 is following suite by naming our upcoming release v2013. This new v2013 release is especially noteworthy for two main reasons. The first is that this new release will be 100 percent compatible with the data file structure of Sage's new Business Object Framework programming architecture. This major change in architecture gives you the option of continuing to use ProvideX (included with Sage 100 ERP Standard or Advanced-based *Petroleum Insights* systems) or **upgrading to the Sage 100 ERP Premium-based version of *Petroleum Insights* and using SQL for your system's database**. Secondly, the new Framework architecture also gives you the ability to use Sage's Customizer module on all of your DM2/Sage system tables and most of your user interface menus and screens. In addition, you will be able to create multiple report settings, user defined fields and tables, customizable grids and resize most of your system windows. And, since all reports are now Crystal-based, every system report can be easily modified to meet your specific needs. This new release will also include the following new industry-specific and general features and enhancements:

In addition to offering optional CardLink Network Interfaces for CFN and Pacific Pride, v2013 now supports an optional **Voyager Network Interface**. This new interface eliminates the need to treat Voyager fleet card transactions as proprietary transactions and the associated annual CardLink per site licensing fees we've traditionally charged for proprietary sites.

A new checkbox has been added to the Packaging System Option menu (v4.50.7.2 and later) to give you the **choice of displaying your available inventory quantities based on the "quantity on hand by the warehouse" or "quantity available"**.

A **new Freight In Surcharge feature** has been added to the Freight Surcharge Maintenance menu to give you the ability to easily pass a portion or all of the costs associated with delivering product to your customers using Common Carriers. This new feature now gives you the ability to charge separate Surcharge percentage rates for Freight In and for Freight Out by Carrier by Date.

To save time, reduce the chance of keystroke errors and improve your cash flow when processing Valvoline National Account (a.k.a. Buybacks) transactions, DM2, in partnership with Valvoline, has created a new optional **Valvoline Lubricants Interface**. This new interface eliminates the need to manually re-enter the Sales Order Invoice information for Valvoline National Accounts transactions from your *Petroleum Insights* system into Valvoline's system by creating a .csv transaction file to upload to Valvoline's Web Data Transfer website. In addition to this new optional Lubricants Interface, DM2 also offers interfaces for Chevron, ConocoPhillips, ExxonMobil and Shell lubricants marketers.

A "Cap" field has been added to the Fuel Tax Rate Maintenance menu to give you the ability to **automatically limit the amount of Gross Receipts Tax you charge for on a per gallon basis**. For example, Connecticut currently caps the Gross Receipt Tax for gasoline at \$3.00 per gallon. If a marketer sells 1,000 gallons of gasoline to a customer located in Connecticut at \$3.50 per gallon, the system will only apply the tax to \$3,000.00 of that transaction. If you sell product at \$2.80 per gallon, the entire \$2,800.00 will be taxable. Addition of functionality has also been added to calculate the "Percent Of Price/Cost" fuel taxes based on the "Cap" field in Sales Order/Invoice Entry.

Based on the type of customer, you now have the ability to provide **Partial Tax Exemptions** for portions of the various federal, state and local excise as well as sales taxes you collect, instead of having to exempt all of a specific tax. To accomplish this, a new "Partial Percentage" columns have been added to the Fuel Tax Exemption Maintenance and the Accounts Receivable Customer and Ship To Sales Tax Exemption menus allowing you to enter what percent (from 0 to 100 percent) for each of the excise and/or sales taxes your customers are partially exempt from paying.

The Budget feature in our optional Delivery Scheduler module has been enhanced to **more accurately calculate Budget "Year-to-Date" values**, to provide better data for scheduling propane and heating oil deliveries and reporting.

### **Other New Features and Enhancements:**

**ew Sage Visual Process Flows** provide a graphical process-oriented interface, making it easy to move about your system. The predefined processes provide you a clear view of the steps and tools required to complete a task. Use the Visual Process Flow Designer to easily create custom flows for unique needs and specific roles. Your new employees will increase their productivity faster, and you'll streamline the tasks you rarely need to do, such as physical count. V2013 includes seven pre-defined process flows:

- Entry and Invoice
- Pack and Ship
- Return Goods
- Invoice and receive Payments
- Physical Count
- Entry and Receipts
- Invoice and Process Payments

**New Accounts Payable features** in the 2013 release provide you with the ability to use the same invoice number as your vendor's, inactivate vendors while retaining all their information and easily view cleared checks in Vendor Maintenance.

- **Simplify Vendor Invoice Matching** - to simplify the process of matching the vendor invoices you receive with the ones in your Sage 100 ERP system, enter all or most of your vendor's invoice number into the expanded Invoice Number field. Use up to 20 characters to prevent the errors caused by truncating your vendors invoice numbers.
- **Designate Vendors as Inactive** - the new Vendor Maintenance enhancement will allow you to designate vendors you no longer want to use as inactive. This will prevent your team from inadvertently using them while maintaining your historical transaction information. You can also create and assign "reason codes" to record why you took that action. Inactive Vendors can be hidden from view, or excluded from your listings and forms for faster lookups and data entry.
- **Cleared Check Information Conveniently Available** - in response to your requests, the Sage 100 ERP 2013 release includes the option to display and access all your relevant bank information in convenient places without having to access the Bank Reconciliation module. Activate the new option to show your cleared check information (applies to checks entered into v 2013.) in Accounts Payable Vendor Maintenance. Also display cleared checks in Invoices, Transactions and Check Tabs in Vendor Maintenance.

**New Accounts Receivable features** in 2013 allow you to designate a customer as inactive and to create "reason codes" to reference why you took that action. For your collections efforts and statement printing you'll be able to easily identify Inactive Customer accounts and receive payments, while restricting other data entry. Rest assured that all your historical information is retained and available to view and print, and all actions are recorded in your Sage 100 ERP audit log.

In the 2013 release, enhancements allow your **ACH electronic payments to post to Bank Reconciliation in detail**. When activated, details for each of your vendors show unique vendor ACH electronic check numbers and dollar amounts. Use this option either with or without vendor remittance, and without having to make a deposit or check entry.

**Sage Paperless Office**, a standard feature in all versions 4.3 and later, is now compatible with public mail servers such as Google mail, Yahoo, AT&T and Hotmail with secure SMTP authentication. Communications between the client and server are encrypted, protecting your sensitive information and ensuring you are talking to the correct server.

**New Sage CRM integration and workflow enhancements** enable Quick Order Entry, the integration of multiple ERP companies into one CRM database and upgrade-safe Sage CRM customizations.

- If you operate more than one Sage 100 ERP company you can **now get a single consolidated view of all your customer facing activities through Sage CRM**. Your staff

can move more efficiently between all their customer records, regardless of the associated Sage 100 ERP company.

- To **streamline your implementation of updates**, enhancements in Sage CRM 7.1 SP2.3S include safeguards to preserve your customizations, so they do not have to be reapplied.

Using Sage Exchange with Sage 100 ERP gives you **improved cash flow management and forecasting, and increased credit card processing flexibility** with card-swipe capabilities.

- Conveniently and securely **view your payments information in the cloud from your tablet or desktop using the Sage Exchange Portal**. Configure your dashboard so you can quickly get the information that's important to you. Grant access to specific information for members of your team using predefined tabs, and create customized coupons for use with specific credit card terminals.
- **Prevent fraud and reduce your exposure** by storing your sensitive cardholder data in the secure, cloud-based Sage Exchange Vault. When you upgrade to Sage 100 ERP 2013, securely move your customers' credit card information from the current location into the secure Sage Exchange Vault. For added cardholder security, 2013 also allows a one-time use credit card payment transaction without saving credit card information.
- **Sage Payment Solutions makes it easy to accept payments by credit card for the services you provide to your customers, using Accounts Receivable invoices**. Manage your Sales Order accounts by setting the amount you want to pre-authorize, whether it's a portion of your transaction, an amount over the transaction amount, or the entire amount owed. You'll also be able to easily provide your customers with a payment confirmation by including the amount they paid on the Sales Order invoice. Turn complicated transactions into a reliable cash flow stream by simplifying your repetitive billing for services, such as membership dues.
- Use the Sage Exchange card swipe capabilities to **reduce merchant transaction fees and the time you spend processing payments**.

**New features in Sage 100 ERP Intelligence Reporting** for the 2013 release include performance enhancements for Financial Reports, including enhanced Report Designer functionality.

- Take full control of all your report design layouts and **remove the complexity of designing financial reports** inside Excel®. The enhanced Report Designer provides drag-and-drop Excel financial formulas and greatly enhanced flexibility. It even auto-sizes each text column according to the longest value. From within the Mapping Tool Interface, easily add your

DM2 Petroleum Insights New Feature Summary - pg. 39

Rev. 36 – October 4, 2017

reporting groups and delete existing ones, and utilize the enhanced internal logic to more efficiently handle larger amounts of row reporting groups.

- If your reporting needs change frequently, the Report Designer Add-In provides you with **refined control of your reporting layouts**. It provides enhanced flexibility to drag-and-drop Excel financial formulas, communicates with a powerful new In-Memory processing engine, and easily creates Multi-year and Multi-budget financial reports. Get the level of detail you require using ranges and simple arithmetic to control the way your accounts roll up. Use the cash flow statement layout as a template to model your cash flow report and meet your unique business needs.
- Sage 100 ERP Intelligence Reporting for the 2013 release includes **enhancements to Financial Reports**, such as a Current Month layout, so you can get values for a select period. The Financial Containers have been **enhanced to include Segment Code Descriptions, New Budget YTD fields Expressions, Prior Budget YTD fields, and YTD Excel Expressions**.

**Easily install and begin to use Sage 100 ERP eFiling and Reporting** to save time and money by no longer having to order, stock, or track printed forms, or load and align those forms to print. Auto-generate a completed federal and state form that's ready to print, sign, and send by mail, or electronically file for a low eFiling fee.



## **DM2 Software *Petroleum Insights***

### **4.50.2.0 Feature Summary**

**Released August 7, 2013**

#### **New CardLink Features:**

- **Popular!** - CardLink now utilizes the new **Business Object Framework programming architecture**. This new architecture gives you the ability to use Sage's Customizer module on all CardLink tables and screens. It also allows you to create multiple report settings, user defined fields and tables, customizable grids and resize windows. And, since all reports are now Crystal-based, every CardLink report can be fully customized.
- **Popular!** - The Card Maintenance feature has been improved to **support duplication of card numbers across multiple networks**. So, for example, you can now assign card number "123" to each of your CFN, Pacific Pride and/or Voyager customers. You can also set restrictions for each network card on a card-by-card basis.
- To give you more flexibility in how you name products, the **Product Description field has been expanded to 30 characters**.
- **Popular!** - The **Site Code field has been expanded to 4 characters**. Now, Local/Remote/Foreign transactions will be automatically flagged to help determine the relationship between sites (Local Site "001" could be associated with Foreign Sales Site "7001" instead of being forced to "901").
- **Popular!** - A new dropdown menu has been added to **associate Foreign Sites to their proper network**. The ability to store address information for each site has also been added.
- **Popular!** - A new **Network Product Cross Reference Table** has been added to give you the ability to create a product cross reference file for CFN, Pacific Pride and Voyager.
- Added a new **Shared Tank feature** that gives you the ability to easily account for the Cost of Goods Sold and inventory when a cardlock system draws from the same tanks that are also used for retail or bulk plant sales. This new feature eliminates the steps you used to have to take by

automatically posting your cardlock sales to the appropriate cardlock General Ledger account while relieving the inventory from the appropriate retail or bulk plant warehouse.

- Added the ability to apply **Sales Taxes** to fleet fueling transactions at the card level **based on the location (destination) the vehicle originates from** to ensure taxes are properly applied.
- **Popular!** - In addition to adding an annual fee to your CardLink invoices, you now have the ability to **add recurring and non-recurring fees to your CardLink invoices** at the account level **per billing cycle or on a monthly and/or one-time basis**. These fees can be flat fees or fees triggered when a customer falls below a minimum gallon purchase agreement and multiple fees can be added to each of your accounts' invoices. Examples of some of the fees you might want to add on a regular or one-time basis are: Invoice Processing, Mailing or Non-EFT fees.
- Added a flag that gives you the flexibility to choose between **overriding your "R Table Pricing"** and applying a mark-up to the base network cost for foreign/remote network transactions on an account-by account basis.
- Added the option to apply **Sales Taxes to Account Fees** (in V4.50.2.4 – released December 4, 2013). Certain States, such as California, require taxes to be applied to cardlock and other fees.
- Added the option for customers who have upgraded from an earlier version of CardLink that supported non-graphical invoicing to **re-print non-Crystal invoices** from their previous versions compressed history files (in V4.50.2.4 – released December 4, 2013).

To find out more about the new DM2 features found in the 4.50.2.0 release of CardLink, please visit the "Download" page of our web site at <http://wp.dm2.com/downloads/> to watch the recording and download the presentation slides from our "What's New in CardLink 4.50.2.0" webinar.

**DM2 Software *Petroleum Insights***  
**4.50.1.0 Feature Summary**  
**Released May 13, 2013**

**New Pricing Features:**

**Popular!** - For enhanced visibility when pulling from multiple racks, a **new Full Price Look-up** feature has been added to the Price Tab on the Accounts Receivable Customer Maintenance/Inquiry and Ship To Location screens. This new view can be used to look-up the full price for all of the fuel, lubricants and non-fuel products you sell and includes freight, fees and taxes.

**Popular!** - For enhanced visibility when delivering across multiple racks, a **new pricing and cost views are now available as a menu selection in the PetroLink and Sales Order screens.** This gives you the ability to generate a new Sales Order with Supplier/Rack information by line or update an existing Sales Order with this information once the dispatcher determines best place to pull product. You can then use Outbox to easily fax or email to your common carriers.

**Popular!** - The **Wholesale Price Quotes feature has been expanded** to give you the ability to send price quotes for multiple racks to a customer in an Excel spreadsheet or Crystal Reports form. This new feature also gives you the ability to easily send price quotes for multiple Ship To Locations in one document.

**Popular!** - The **Contract Pricing feature has been improved** to make it easier to manage and set-up contracts. By no longer forcing you to enter a contract End Date contracts can remain open until the contract quantity has been depleted. If left blank, the contract Start Date defaults to the system date, so the only date field required to set-up a contract is the Setup Date. A **new Refresh On Order and Invoice Quantities icon** has been added giving you the ability to quickly search through current orders, order history and invoices to easily update your contracts' On Order and Sold quantities.

To help make establishing pricing for product sales easier and more efficient, a **new Pricing Groups feature** has been added to give you the ability to create pricing group templates for Inventory Items and Accounts Receivable customers and easily assign them to your customers.

To help make managing and accounting for freight charges and fees easier, a **new Freight Tier Pricing and Minimum Gallon Fees feature** has been added to Bill of Lading. This new feature gives you the ability to automatically calculate and apply a minimum flat freight rate if the maximum gallons associated with a specific tier are not delivered.

**Popular!** - The **Sales Order pricing feature has been improved** so that transactions fuel sales not processed using the Bill of Lading module are automatically re-calculated based on the actual Ship Date and quantity shipped. This new feature will also automatically re-calculate lubricant and non-fuel product sales whenever the Ship Date, Ship Time or Quantity changes. When selected, the Price Lock feature will override this feature.

**Inventory Pricing has been expanded from 5 to 10 tiers** giving you the ability to more closely match pricing bobtail deliveries and improve margins.

**Motivate customers to buy more goods and services with the new flexible pricing enhancements** found in 4.50. Reward the loyalty of your preferred customers with favorable pricing through price code or ship-to codes. Beat your competition with the ability to establish pricing by total quantity, by item category and for the totals purchased by product line. Encourage large purchases across multiple product lines or by combining specific items. 4.50 now provides an unlimited number of customers and item combinations, so you can be more responsive to marketplace changes and make more sales.

#### **Other New Features and Enhancements:**

**Popular!** - **PetroLink now utilizes the new Business Object Framework programming architecture.** This new architecture gives you the ability to use Sage's Customizer module on all PetroLink tables and screens. It also allows you to create multiple report settings, user defined fields and tables, customizable grids and resize windows. And, since all reports are now Crystal-based, every PetroLink report can be fully customized.

**Popular!** - A new **"National Account" customer type has been added** to 4.50 to help you streamline the way you manage customers who have a corporate or parent company and subsidiaries or branches. Using this designation, you'll be able to identify and bill your customers' parent companies for products and services you sell and provide to their branch locations—while still keeping a unique customer account for each entity. New options in Accounts Receivable let you associate existing accounts and establish the billing relationships you want for each. Then use Sales Order just as you normally do to enter National Accounts orders, check credit and inventory, and ship and bill. Efficiently provide goods and services to your customers, and correctly show what's "Billed To" the parent company using its name and address, and then "shipped to" the branch.

**Popular!** - **Improve communications and drive your marketing efforts with Sage eMarketing for Sage CRM.** Every 4.50 system now comes standard with a Sage CRM server and one named user licenses and a 60-day free trial of Sage's eMarketing solution (*additional fees apply after the 60-day trial.*) Used in conjunction with Sage CRM 7.1, Sage eMarketing enables you to execute high-quality, targeted, end-to-end eMarketing and drip marketing campaigns quickly and easily. A simple, 3-step wizard helps

you create new attention-grabbing eMarketing campaigns with ease. Automatically track open, click, and bounce rates so you can calculate accurate ROI and deliver “hot leads” to your sales team.

**Popular! - New Sage ERP Intelligence features and functionality** in version 4.50 allow you to **create and attach Reporting Trees to Report Designer layouts and distribute meaningful information in the familiar face of Excel.** Sage ERP Intelligence automatically consolidates data from multiple companies, divisions, and data sources for in-depth analysis. At the click of a button, the new Reporting Trees allows you to model a reporting structure and view your organization in many different ways. Easily add or change reporting units without changing your financial data—accommodating reporting structures from simple to very sophisticated. Improve your workflow and speed up your business processes using Sage ERP Intelligence 4.50 to establish fully unattended, convenient report distribution. In a variety of standard formats, send reports to a file, publish to an FTP site, and send via email. Choose the reports you want to distribute, who will receive them, and customize each email format using your existing MS Outlook profile and address book.

The **ExxonMobil Pegmost Lubricants Interface has been modified to streamline processing Buybacks.** Pegmost Accounts Receivable Customer, Ship To, Distributor Number, Buyback Number and Customer Purchase Order Number have been moved from the Accounts Receivable – Ship To – PetroLink screen to a **new Buyback Customers button** added to the Buyback Customers screen. The **Warehouse Conversion Table has also been moved** from the Inventory Management company code directory to the Pegmost Options screen. A **new Supplier Information feature** has also been added to Sales Order Invoice Entry that gives you the ability to enter Pegmost Buyback in the Supplier field of the Header screen and your Distributor and Buyback Numbers in a new Supplier Information screen called **Pegmost Buyback Details.**

Several **new features have been added to the Consigned Stations module** to make Tank Reading Maintenance even easier. A **new Tank Reading Maintenance menu selection** has been added to the Consigned Stations Tank Readings menu to give you the ability to easily add and/or view Site Tank Information. The Tank Readings tab has been replaced with a **new Consigned Stations Tank Reading button** on the Site Tank Maintenance screen. A **new Calculator icon** has been added to the Consigned Stations Tank Reading menu to give you the ability to easily adjust Starting and/or Ending Gallon and/or Dollar entries.

A **new Purge PetroLink History** feature has been added to make it even easier to purge Fuel Tax Detail and Price Quote History by combining both of these processes into a single menu option. Prior to this release, two separate processes were required to purge historical data. Additional menu selections include **Remove Invoice History** and **Remove Fuel Tax History Summary.**

**Excise Tax Summary Reporting has also been streamlined** by combining Federal, State and Local Excise into one screen.

The **TaxLink** module has been improved to make it even easier to **collect the data required for reporting taxes on blended products.**

The **Fuel Price Table Purge Utility** feature has been moved to the Fuel Price Table Maintenance screen to make it more intuitive.

The **ConocoPhillips Lubricants Interface** has been modified to automatically alert you if multiple line items containing different brands when entering Invoice for Supplemental Allowances.

The **Chevron Lubricants Interface Options** screen and **Chevron Buyback Detail** have been modified so data appears in a more logical order.

Checkboxes have been added to give you the option to **print Invoice History** as well as to **re-print individual and multiple invoices through Outbox**.

**Five new methods of Payroll deduction calculations** are now available to calculate a variety of specialized deductions. These new features will streamline your Payroll data entry process so you can more easily run recalculations and do regular imports using standard formats. You can even use 4.50 to manage your benefit accruals more efficiently when based on hours worked—for salaried, union and part-time employees. Just set the conditions, and 4.50 will compare whatever minimums you establish. Accruals will only occur if the conditions you set are achieved.

Reward Your Sales Team and Encourage Collaboration by utilizing the **new commission flexibility** in 4.50 to easily establish and maintain default splits between multiple salespeople and identify the splits by customer. When your customers place an order, your splits will occur automatically—minimizing the time you're spending today recalculating or overwriting commissions. If you pay multi-tiered commissions, 4.50 will easily use rate tables and ensure your salespeople are paid correctly, even if you use many different commission rates by combinations of salespeople, customers, items and effective dates.

Minimize the time and effort required to place orders for products you sell but don't normally stock by **automatically creating Purchase Orders from Sales Orders**. When your customer buys an item, an order will flow through to the appropriate vendor without your staff having to re-enter anything, saving time and eliminating data entry mistakes. Using the new flexible selection criteria, you'll be able to preset the conditions you want to use so your business processes will flow efficiently, ordering only when you make a sale, minimizing your inventory.

New functionality found in the Sales Order module will allow you to **select lot and serial numbers when you create a Sales Order**. This will allow you to reserve limited-quantity lots or serial numbers for your best customers or match the product you've previously shipped to a specific customer. The lot and/or serial numbers will automatically print on the sales orders and picking sheets to have more reliable processing and communication.

To find out more about the new DM2 features found in 4.50, please visit the "Download" page of our web site at <http://wp.dm2.com/downloads/> to download the recording and presentation slides from our "What's New in 4.50" webinar.

## **DM2 Software *Petroleum Insights***

### **4.40.3.0 Feature Summary**

**Released July 6, 2012**

**Popular! - New Axxis Price Interface** – In addition to supporting our existing DTN Price Interface, 4.40.3.0 now supports a new Axxis Price Interface. Save time and

money by reducing manual entries and their associated errors as well as ensuring that you are using the most current, up to date pricing information in your *Petroleum Insights* system. This new interface gives you the ability to automatically update your system Price Tables by importing fuel prices from Axxis in either Audit Only or Import modes.

**Popular! - Date Effective Surcharges** – To make adding and updating freight surcharges even easier, 4.40.3.0 eliminates the need to enter surcharges through A/P Vendor Maintenance by giving you the ability to enter freight surcharges in Freight Rate Maintenance and automatically applying them based on their effective dates. And, unlike previous versions, multiple surcharge rates can be entered for each carrier.

**Popular! - Addition of Ship Time field** – Due to an increase in the number of intra-day price changes, we've added the option of entering the "ship time" as well as the ship date during Sales Order Entry to ensure the most up to date Table Price is used for pricing your orders/invoices. Now, when you click on the new Ship Time icon that has been added to the Sales Order Entry screen or change the Ship Date, a window automatically pops up to prompt you to enter the Time of Delivery. To make data entry easy, the Ship Time window automatically closes when you press the Tab or Enter keys. If the Ship Time is changed, the price on each line of the order is automatically re-calculated. The Time of Delivery automatically defaults to 00:01.

**Popular! - Freight In Handled as Freight Out COGS** – To ensure even more accurate gross margins and provide you with better reporting, 4.40.3.0 now gives you the option of automatically applying the cost of "Freight In" to the Cost of Goods Sold for the associated "Freight Out" entry on Sales Order Invoices. These costs are then included in your Sales Order Gross Profit Reports, History, SalesDet, ProfitLink files, etc... This user selectable feature only applies to "S" type transactions. "I" or "Internal Customers" type and Internal Transfer transactions are not affected.



**Truck and Driver Fields Added to Bill of Lading Entry** – Truck and Driver fields have been added to Bill of Lading Entry in 4.40.3.0 to give you the ability to generate truck and driver productivity tracking reports. This feature allows you to assign a Truck and Driver to each Bill of Lading in the Batch. These fields can then be used by the SQL Datawarehouse Reporting tool that comes standard in your system to track your trucks and/or drivers productivity.

**Freight Based on Gross Gallons** – This new user selectable feature found in Bill of Lading Options gives you the flexibility to calculate freight based on gross gallons, even if you are selling net gallons. This feature is turned off by default. When this feature is enabled, Freight is calculated based on gross gallons regardless of the settings for that Vendor/Pickup Point/Item in Bill of Lading Product Maintenance and freight is calculated based on gross gallons for all types of Bill of Lading entries (i.e., internal vendor/customer, “I” type, as well as “S” type transactions).

**Net Distribution Option** – This new user selectable feature added to Bill of Lading Entry gives you the option to override the “Post Gross or Net to I/M and S/O” setting in Bill of Lading Product Maintenance for individual Bills of Lading. Now, if the new Net/Net checkbox that has been added in 4.40.3.0 is checked, all Bill of Lading Journals, Inventory Registers, Sales Order Journals and Daily Transaction Registers will display net Distributed Quantity as if the default was set to Net for Inventory Management. The Sales Order History reports will also reflect the Net Amount. If the checkbox is left unchecked, then the Bill of Lading will follow the default settings.

**ExxonMobil Pegmost Interface STRIPES Support** – In 4.40.3, we updated our optional Exxon/Mobil Pegmost Lubricants Interface to support the new STRIPES system that ExxonMobil converted to on July 1, 2012. The file layouts in our existing interface were changed to match the new layouts ExxonMobil introduced. Changes were also made to the “Mobil Product Codes” as well as “Distributor Account Numbers” and “Buyback Account Numbers” (now referred to as “NationalShipToNumber”) to support the new STRIPES system. These changes only apply to the export program.

**Sales Category added to SalesDet** - A new “SalesCategory” column has been added to the SalesDet spreadsheet in the SQL Datawarehouse Reporting tool that comes standard in your system to help you analyze your sales trends. Now, when you build the SalesDet spreadsheet you have the ability to compare prior year(s) to determine if a given purchase was “New” business, “Retained” business or “SOW” (Share of Wallet - new product line sales to existing customers) business.

**Internal P.O. Transfers Use Current Cost Warehouse for Receipt of Goods** - This new feature uses the current warehouse cost of the “from warehouse” in the Receipt of Goods to the “to warehouse” in order to maintain accurate cost accounting to ensure inventory and general ledger postings agree.

To find out more about the new DM2 features found in 4.40.3.0, please visit the “Download” page of our web site at <http://wp.dm2.com/downloads/> to download the recording and presentation slides from our “What’s New in 4.40.3” webinar.



**DM2 Software *Petroleum Insights***  
**4.40.2.0 Feature Summary**  
**Released March 30, 2012**

**Popular! - Consigned Stations Module Support** – 4.40.2.0 provides support for DM2’s new optional Consigned Station module. This new web-enabled module eliminates the need to maintain multiple spreadsheets and manually re-key information by automating three processes with just one click. Here’s how it works - consignees enter their meter and tank gauge or stick readings into the Consigned Station module’s secure and intuitive web portal from any web browser. Then, via an internet FTP connection to your web server, the system automatically imports these readings into the Consigned Station module. After you review the readings for accuracy and edit them as needed, simply click “Generate Invoices” to automatically calculate commissions, generate invoices and enter meter and tank gauge or stick readings into Site Tank Reconciliation. Because the Consigned Station module is fully integrated with the Sales Order and Account Receivable modules and Site Tank Reconciliation feature, it automatically generates invoices, applying the commission rates you select, and updates your accounts receivable balances and inventory levels. This new module also integrates with our optional DTN Dealer Credit Card Interface module to automatically process dealer credit card fee splits.

**Popular! - Bank Reconciliation Payment Type Interface** – Now, in addition to making General Ledger entries, Payment/Deposits that are updated in SO Daily Sales Reports/Updates are automatically posted to the Bank Reconciliation module. This enhancement will save you time and reduce entry errors by eliminating the need to manually enter Payments/Deposits by Bank Code based on totals by Payment Type in the “Deposit Report”.

**Popular! - Pacific Pride T6 Format and NACS Product Code Support** - This enhancement now gives the Pacific Pride version of CardLink the ability to support the new LOCBILL.CSV and HOSTINFO.CSV file formats and new NACS Product Codes that Pacific Pride has adopted.

**Popular! - Delayed Cardlock Inventory Costing** – Because getting and entering the Bills of Lading to identify the actual product cost at your cardlock sites can sometimes take several days, CardLink has been modified to delay the costing of your daily cardlock transactions until the inventory costing from your warehouse files has been processed. This will give you more accurate gross margins by ensuring the actual inventory cost is applied to your cardlock transactions. This new feature does require you to assign

site to a Cost Region. If there is no Cost Region assigned to a site, that site will go through the standard convert/edit process.

**Pacific Pride Concurrent Fueling Support** – Pacific Pride now permits cardholders to simultaneously fuel multiple vehicles at a site. To support this new policy, the restriction that prevents a cardholder from authorizing additional dispensers/pumps before their original transaction has been completed has been removed from the Pacific Pride version of CardLink. Pacific Pride cardholders should be made aware that their daily gallons and/or dollars limits may be exceeded when simultaneously fueling multiple vehicles.

**Blending** – The Blending module has been completely rewritten using the new Object Oriented framework. This will help reduce the impact custom programming may have on the Blending module, helping to lower the cost of upgrades.

**Ticket Class for One Step Bills of Lading** – You now have the option of overriding the Ticket Class at the time of a one-step Bill of Lading entry, eliminating any issues with processing Bills of Lading that may occur if you decide you do not want to use the default Ticket Class that is automatically assigned by the PetroLink module.

**Freight follows Item Tax Class** – If the State(s) you are operating in requires that the Sales Tax rate on freight matches the tax rate of the fuel item, this feature will automatically change the Tax Class on the Freight Item to match that of the associated fuel item. This eliminates the need to manually change the Tax Class on the freight line, ensuring that the taxes assessed and associated reporting is correct.

**Fuel Price Table Purge Utility** - This enhancement reduces the time it takes to purge FT9 transactions that span multiple product/price table code entries by giving you the ability to purge transactions based on the date range you select.

**Fuel Price Import Interface** – This enhancement allows you to import pricing supplied by third party fuel pricing service providers or pricing exported from Excel or another program into a CSV file and automatically updates your price tables as often as needed using a generic format.

**DTN Dealer Credit Card Split Fees** – If you have agreements in place with your dealers or consignees to share the expense of credit card processing fees, this enhancement will help you more efficiently process fee splits for the dealer credit card transactions that you are importing from DTN using DM2's optional DTN Dealer Credit Card module.

**Outbox Purge Utility** – This enhancement gives you the ability to easily purge records as well as any .pdf and .bdy files from your Outbox directory when the list box limits have been reached.

To find out more about the new DM2 features found in 4.40.2.0, please visit the “Download” page of our web site at <http://wp.dm2.com/downloads/> to download the recording and presentation slides from our “What’s New in 4.40.2” webinar.

## **DM2 Software *Petroleum Insights***

### **4.40.1.0 Feature Summary**

**Released May 10, 2011**

#### **Top 10 New 4.40.1.0 Features**

***Bill of Lading/SO Invoice Unified Update*** – BOL and SO Invoice processing has been dramatically improved to enhance workflow and visibility allowing you to complete this critical function with greater speed and accuracy.

#### **Improved Workflow and Visibility**

Performing data entry for **both** BOL and SO Invoice - **from one entry point** - saves time and improves accuracy.

Reviewing journals for both BOL and SO Invoice **before** printing Invoices or processing updates helps you identify data entry errors (margins, costs, products, taxes, freight, and pricing) when they are easy to fix!

With full visibility to the accuracy of your data entry **before** updates, you can more easily make correction in data entry **reducing the need for Credits and Rebills!**

Improved Update Recovery - if an update is interrupted (i.e. due to hardware or network issues), the update restart process has been improved to **pick up exactly where it left off!**

**Popular! - *CardLink Alerts*** – With the new CardLink Alerts feature you can be alerted to potential theft problems at your cardlock sites before they get out of hand. The new CardLink Alerts feature **automatically alerts you** when cards or accounts:

Fuel on days and/or at times they are not permitted to fuel

Exceed a defined number of transactions per day

Exceed a defined number of gallons per transaction

Whether you are a CFN Participant, Pacific Pride Marketer, operating multiple cardlock networks or running your own proprietary cardlock operation, the new CardLink Alerts feature will alert you whenever any of these events occur on your CL Transaction Exception Report and/or instantly via e-mail after you have completed the Convert/Edit process. You can even set your CardLink system up to **automatically send e-mail alerts to your customers.**

***Bill of Lading Entry Valuation Methods*** - Bill of Lading Entry now handles **LIFO and FIFO** valuation methods. Gives you the ability to manage the cost used when selling from large volume fuel purchases, like tenders, to **improve gross margin reporting.**

**Popular! - Inventory Maintenance** – Allow Standard Cost by Warehouse for Pricing. If this option is enabled in IM-Setup-Options-Additional this will allow pricing logic, when using the Standard Cost for pricing, to optionally use Standard Cost in the ItemWarehouseDetail (formerly known as IM2) record as the basis for pricing. **Simplifies lubricant pricing** by allowing the price basis to vary by warehouse.

***Equipment Manager Agreement Expiration Report*** – The Agreement Listing Report allows you to **easily identify assets in the field with expired agreements.**

***Sage ERP Intelligence*** – 4.40.1.0 includes the new Sage 100 ERP Intelligence (formerly MAS Intelligence) business intelligence and reporting tool. Sage MAS Intelligence is the replacement for FRx and is based on the familiar Microsoft® Excel® application. Sage MAS Intelligence lets you **effortlessly create reports and analyze data**, improving your visibility into your organization. Simply run one of the 10 out-of-the-box reports and start slicing and dicing information. If needed, customization and personalization of a template is a simple and straightforward process that can be handled by any user with the proper security access. When you upgrade to 4.4, you will be able to trade-in your FRx licenses for an equivalent number of Sage MAS Intelligence licenses at no additional charge.

***Personalize Report Preview Setting*** – Create your own default setting for previewing reports without having to change the setting in order to work the way you want. You can now set your personal default magnification level for previewing reports. Others in your company can set their defaults at their desired setting, as well. This customer-requested feature **provides ease of use, personalization, and efficiencies** when viewing reports.

**Enhanced Custom Office Features** - In 4.40.1.0, Custom Office enhancements allow you to **program events to run with or without user interaction** (clicking a button) in addition to the ability to add user-defined fields and additional buttons. Customizations done using Custom Office now survive upgrades throughout most of your system, including those in Inventory Management, Purchase Order, Bill of Materials, and Bar Code, so the customizations do not have to be reapplied to a new release. For example, you can add expiration dates or other attributes for lot and serial items, and that information flows through the system. Or using standard scripting, Sales Order Quote Expiration dates can automatically change according to the type of order or quote that you choose.

**Popular! - New Business Insights Explorer Views** - New views have been added to Business Insights Explorer (BIE), MAS's **easy-to-use inquiry and analysis tool**, and existing views were updated to provide additional **up-to-the-minute reports and business information**. Drag-and-drop, sort, filter, calculate, color highlight, and save personalized views in Inventory, Purchase Order, and Bill of Materials. For example, you can personalize a view to see options for one of your BOMs, with revisions, when they were done, what components were used, and the quantity on hand.

**Operating System Compatibility** – 4.40.1.0 solves operating system compatibility issues because it's designed to run on **Windows XP™, Windows Vista™ and Windows 7™**.

## Other New 4.40.1.0 Features/Benefits

**Popular! - SQL Datawarehouse Reporting Updates** (4.40.1.4) - The time required to update the SQL Datawarehouse Reporting tables has been dramatically reduced by only updating tables that have had new data added to them instead of updating all of the tables regardless of whether any of the data has changed.

**CardLink Account Maintenance/Inquiry Screens** – You now have the flexibility to view transactions during Account Maintenance and Inquiry by card number, date range and billed or non-billed or any combination of the three making it easier to sort and view your cardlock transactions. The Inquiry Screen now links to ***CardLink Price Audit/Transaction Inquiry*** allowing you to view all components of a transactions' price, including taxes, margins and fees.

**Wholesale Price Quotes Wholesale Freight Option** - Added the flexibility to display or roll-up freight based on both global and/or customer-specific settings to better align your wholesale price quotes with your invoices for a more consistent customer experience.

**Inventory Setup** – A new IM\_13 file now stores warehouse code. The new history file structure keys off of year and period to allow for more flexible reporting for customer purchase history. Removes the limitations of reporting across periods and provides better customer purchase history analysis.

**Equipment Manager Memo Manager Maintenance** – 4.40.1.0 now gives you the ability to access memos in both Serialized Equipment and Agreement Maintenance. This gives users the ability to add notes specific to individual pieces of equipment, such as maintenance or service information.

**Bill of Lading Entry Automatic Repricing** – Bill of Lading now automatically recalculates all transactions based on the actual date and time of the delivery (provided the price has not been locked).

**StoreLink Audit Report** – 4.40.1.0 now only makes the transaction entries for the blended components and no longer creates offsetting entries for blended inventory fuel items, creating only the necessary transactions making the Audit Report much easier to review.

**Quantity On Hand Report** - Save valuable time during your physical count with the new Quantity On Hand report. To assist in streamlining the workflow of the physical count process and be assured of accuracy, you can print the system Quantity On Hand directly on the physical count worksheet, in the order you desire. The warehouse manager can be aware of the expected count during the process and be able to supervise employees as they go through the warehouse recording the results of their item count. Then to streamline entering the results, the expected quantity can be set as the default, so only the changes require an entry.

**Easy Access to Information on the New Desktop** – 4.40.1.0's updated and enhanced the desktop area provides you with an easy access point to information. From one screen you can click directly to the Sage 100 ERP (formerly Sage ERP MAS 90 and 200) Online Community, access current and back issues of the customer newsletter, contact Customer Support, view the most recent Training schedule, and sign up for classes. For easy reference, the Resources section provides access to the "What's New" information, Help Center, Business Insights Dashboard, Help topics, Getting Started Guide, and Upgrade Guide PDFs. You can also access an online suggestion box to make an enhancement request, as well as view and vote on enhancement requests that other customers have made. Using this link, track the status of your submission as it moves through the Sage evaluation process, to see when and if it's incorporated into a future version of the product.

**Increased Decimal Precision** - In 4.40.1.0, track inventory quantities more accurately by using up to four decimal places, starting at raw materials and flowing through your workflow process to finished goods. The increase is implemented without decreasing the number of available characters to the left of the decimal point. Cost of Goods Sold, Inventory Counts, and profitability reports provide more granular financial information and more accurate data to your management team.

**Batch Entry for Inventory Transactions** - Increase productivity and employee accountability for anyone entering Inventory Transactions. Use Batch Entry with personalized grids to match your workflows, and efficiently navigate to essential information directly from the transaction entry screens. Select specific lot or serial numbers or specify a range to increase efficiencies and reduce necessary keystrokes. Unique batch numbers also provide independent updating and printing.

**Simplify Standard Cost Adjustments** - If you use the Standard Cost method to track your raw material costs, the new Standard Cost Adjustment feature streamlines the process by automatically calculating and posting the General Ledger variances. This preserves the accuracy of your Inventory value on hand and will give you an accurate and simplified audit trail.

**Zero Cost Valuation** - In 4.40.1.0, you can carry inventory items with a \$0.0 value to accurately account for manufacturing samples or vendor over-runs. The Inventory Management Account in General Ledger will not be cluttered with \$0.0 Standard Cost transactions.

**Auto-Generate Orders Selection** - Improve and optimize your workflow with new selection criteria, making it easier to quickly identify the Sales Orders you want to be available for automatic purchase order generation—including Sales Order Date, Customer Number, and Salesperson. New options ensure that critical drop-ship sales order information is accurately communicated to the vendor. For example, if your customer requests that all his items are shipped at one time to save shipping costs, your Order Entry Clerk can add a Sales Order Main Comment such as “Ship Order Complete.” That comment then flows directly through to the Purchase Order Main Comment without rekeying. Also new in 4.4 is the ability to summarize by primary vendor—either select to roll up all orders for each primary vendor into a single Purchase Order (PO), or create individual POs for each item.

**Informative Back Order Fill Reports** - Handle backorders the way you want to. Identify your information quickly by sorting your Back Order Fill Report by Sales Order, Customer Number, or Bill to Name. You can even choose to print only items received with a backordered quantity on a Sales Order, or all Sales Order lines, to include all the Sales Order demand for the items you receive.

**Batch Entry for Purchase Order Receipts, Returns, and Issues** - Using batch entry, increase productivity and employee accountability for anyone entering purchase order transactions. With unique batch numbers, more than one of your users can enter transactions at the same time, printing and updating independently, without affecting other batches.

**Receipt Labels Print before Receipt of Goods Update** - Now in 4.40.1.0, your warehouse personnel can print your Receipt Labels from Purchase Order Receipt of Goods, prior to updating the Receipt of Goods Register. This allows your warehouse staff to cancel the Update and “reprint” the labels if they experience printing problems.

**Enhanced Bar Code Features** - Bar Code in 4.40.1.0 processes 15 types of Sage ERP Sage 100 ERP (formerly Sage ERP MAS 90 and 200) transactions for Sales Order, Inventory Management, Bill of Materials, and more, streamlining warehouse processes by enabling your shipping and receiving staff to collect data rapidly and accurately. Radio-frequency handhelds are supported, and now when you add important information to your items, sales orders, purchase orders, or bills using user-defined fields (UDFs), it also flows through into your bar codes. For instance, if you add an expiration date to serial or lot numbers, it prints and correctly scans during receipt of goods and sales order shipments. Also, to simplify the resolution of import errors, a new Barcode Rejection Maintenance task provides clearly stated reasons for the rejection, such as Invalid Item Codes or Insufficient Quantity Available.

**Hyperlinks** - Access related tasks with a single click to reduce access time and cut down on errors.

**Memos** - Memos follow the workflow throughout the system to inform other users of important information about orders, customers, or vendors. Documents can also be attached to your memos to make sure they're visible.

**User and Date Timestamps** - Retain valuable traceability information throughout more of the system. Expansion of date and time-stamps allows you to know which users perform which functions, and when.

**Reports and Forms** - Flexible reporting and form generation to enable personalization, more efficient workflows, and simplified reporting. Narrow your selection to a specific date range and specific data. Customize your reports using Crystal Reports® and Custom Office, and save your report settings for future use. View on screen, print, use paperless office to send by e-mail, and export the report data into Word or Excel.

**Setup Wizards** - Intuitive Windows-standard wizards can be used to set up and activate new modules or functionality, including reports.

**Fiscal Year and Period** - The business framework allows each of your companies to operate without having to close each accounting period or year. Instead, you can obtain a snapshot of your company's financial position at any time by running reports for current, past, or future periods.

**Flexible Security** - Powerful security settings can be set according to each role in your company, allowing you to determine what activities are allowed to be performed down to the task level.

**Business Object Interface** - The Business Object Interface (BOI) enables integration with other business applications. You can use the BOI with the Customizer to automate tasks.



**Dual Grid Entry** - Productivity is enhanced using dual grid entry by personalizing the data entry screens to match your workflow and business needs.

**Personalization** - Tailor screens to individual users to accommodate your specialized needs and speed data entry. Resize screens, save settings, establish default printers, remove unneeded tabs and fields, or establish user-specific dashboards to monitor the pulse of your business.

**Right-Click Menu** - Locate and launch related tasks more quickly and efficiently. The Right-Click menu provides easy access to most common actions that you make from the screens you're currently using.

**Popular! - Business Intelligence Data Access** - Easily gain access to your data and turn it into actionable knowledge. Business Insights Explorer offers ad-hoc inquiry, drill-down, and drill-around capabilities using an intuitive interface with drag and drop, sort, filter, calculations, and the ability to save personalized private or group views, which can be quickly converted to a chart on-the-fly. Easily share what you've learned by e-mailing and exporting your views or charts in a variety of formats.

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