

## New Clients 2016

### Australia

Schild Estate	Gooree Park
Pacific Vintners	Rusden Wines
Murray Street	Sidewood Estate
Bimbagen Wines	Brand's Laira
Morris of Rutherglen	Casey Auctions
Thomas Chin	

### EU

Casella UK	Pacific Vintners
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### South Africa

Cloof Wine Estate	De Grendel Wines
Barnard Boyes Wines	

## Import EFT Rejections

Banks provide file of sales that were rejected due to invalid number, expired or insufficient funds. On importing file, the rejected sales are flagged as *on hold*.

## New Training Option Success

We can access your data via TeamViewer & provide up to 3 hours training for \$450.

## Debtor Trial Balance

'Print Average Days To Pay' prompt has been added to the selection criteria.

Ezy Wines Debtor Trial Balance					
Sequence : Debtor					
Debtor	Ave Days	Name	Total	Current April	30 Days March
CDS	171	Cellar Door Sales - Bendigo	-65.07	-65.07	0.00
CDS-DIRE	0	Director Sales at CDS	11.00	0.00	0.00
COLBS001	0	Coles Distribution Centre	18343.41	0.00	-3452.43
GRANDH01	320	Grand Hotel Restaurant	2422.75	0.00	46.75
KYNETON1	0	Kymeton Olive Grove	91638.66	0.00	25187.66
MIRAND01	0	Miranda Wines Griffith	1800.00	0.00	300.00
NICKRARI	1279	Nick's Bar	2558.51	1800.75	266.42
NICKSL02	0	Nick's Liquor Store BENDIGO	120.00	0.00	120.00
NICKSLHO	0	Nick's Liquor HO SYDNEY 987654	6982.95	0.00	4158.87
PHILLR01	381	Phillips Cafe	1412.40	0.00	0.00

'Debtor Group' has been added to the sequence options.

Ezy Wines Debtor Trial Balance					
Sequence : Debtor Group					
Group	Name	Total	Current April	30 Days March	
CD	Cellar Door & Cafe - Bendigo	-69.07	-65.07	0.00	
CP	Contract Processing Customers	1800.00	0.00	300.00	
DIST	Distributors	1125.24	0.00	0.00	
EXPO	Export Distributors	46053.79	325.00	3461.54	
LIQU	Liquor Stores	43925.80	0.00	-536.90	
MAIL	Mail Orders	1458.58	0.00	198.73	
MISC	Miscellaneous	23.00	0.00	0.00	
OLIV	Olive Growers	91638.66	0.00	25187.66	
PROM	Promo Debtors	11.00	0.00	0.00	
REST	Restaurants	9526.24	1800.75	313.17	
STAP	Staff	174.00	0.00	0.00	
Grand Totals (24 Debtors)		195667.24	2060.68	28924.20	
			1.05%	14.78%	

## EzyAccounts.NET

The new version is being installed at Thomas Chin and Shelmerdine Wines. For more information please refer to the website.

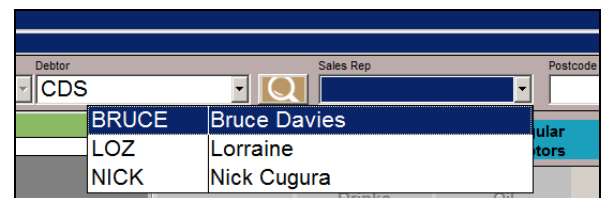
## Negative Discount

In the example shown, the discount for wine club members is 10%. But if a member purchases a Caesar Salad, the discount will be 5% and if they purchase any merchandise there will not be any discount.

Ezy Disc Class/Stock Discounts-Ezy Wines							
Disc. Class	CLUB						
Name	Club Member	Discount 10%					
Discount 1	10.00 %	Discount 2	\$ 0.00				
Discount	Stock Item/	Ref.	Desc.	Unit	Rate	From	To
By	Group/Alias						
Non Stock	1 CAFEMEALS002		Chicken Caesar Salad		-5.00 %	/ /	31/12/9999
Stock Group 1	MERC				-10.00 %	/ /	31/12/9999
			Merchandise				

## User POS Access

System parameter 'C/Door: POS, Multiple User/Sales Reps' determines whether you can specify which sales reps are relevant at cellar door and in the restaurant so as to ensure that incorrect staff are not selected.


The office will close *midday* Friday 23<sup>rd</sup> of December and reopen Tuesday 3<sup>rd</sup> of January. If urgent, please do not hesitate to contact Peter Ellis on 0438 366 044.

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## New Menu Options

### General Ledger

*General Ledger Reports, Export Project Ledger*

### Stock Control

*Sales Reference, POS Vouchers*

*Sales Orders, Sales Order Export*

*Sales Orders, Order Pallet Label Print*

*Cellar Door Sales, POS Vouchers Entry*

*Cellar Door Sales, POS Vouchers Listing*

*Cellar Door Sales, Club Member Dates Summary*

*Mail Order & Wine Club, Import Con. Note Tracking No*

*Mail Order & Wine Club, Import EFT Rejections File*

## New System Parameters

### C/Door: POS, Voucher Payment Method

Specify which 'Sales: Payment Method Other' parameter is being used for vouchers or leave as 0 [zero] if not required.

### General: Password, Allow Reuse Of Last 5

### General: Default SMTP Server Address 2

### M/Order: Langton's Order

### Sales Orders: Export File

### Sales: Maintain Inactive Sales Reps

This parameter determines whether Inactive Sales Reps are visible when using the Sales Reps option.

### Sales Orders: Confirm., Check On Hand

### C/Door: POS, Multiple User/Sales Reps

When set to Yes, the User POS Access option needs to be used to specify which sales reps are applicable to each POS Debtor (eg. café, restaurant, etc).

### General: Default VAT Type

This applies to the UK & EU version.

### M/Order: WEB, VIN65 Import File

This parameter stores the file name and location of file provided by Vin65.

### Sales: Website Add. Stock Group (1-14)

Specify the additional stock group that will be used to determine which stock items are to appear on your website.

### Sales: Website Add Stock Group Val.

Indicates which stock items to include in the export of stock details and balances for upload to your website.

### Sales: Website Stock Location

Allows the user to nominate which location balances will be exported from for website import purposes. If left blank all locations will be exported.



On selecting a system parameter press the [F10] key or select the Help button, top right of screen, to display helpful information.

## DEBTORS

### SYSTEM PARAMETERS

Acc/Rec: Access Debtor Alias On Modify : Yes  
Acc/Rec: Access Debtor Bank GL A/C : Yes  
Acc/Rec: Access Debtor COGS GL A/C : Yes  
Acc/Rec: Access Debtor Category On Mod. : Yes  
Acc/Rec: Access Debtor Control GL A/C : No  
Acc/Rec: Access Debtor GST GL A/C : No  
Acc/Rec: Access Debtor Sales GL A/C : Yes  
Acc/Rec: Access Debtor Sales Tax GL A/C : No  
Acc/Rec: Access Debtor Sett. Disc GL A/C : No  
Acc/Rec: Access Debtor Trade Disc GL A/C : Yes  
Acc/Rec: Access Debtor WET Exp. GL A/C : No  
Acc/Rec: Additional Debtor Grouping (1) : On Premise  
Acc/Rec: Additional Debtor Grouping (10) :  
Acc/Rec: Additional Debtor Grouping (2) : Table Talkers  
Acc/Rec: Additional Debtor Grouping (3) : Newsletter  
Acc/Rec: Additional Debtor Grouping (4) :  
Acc/Rec: Additional Debtor Grouping (5) :  
Acc/Rec: Additional Debtor Grouping (6) :  
Acc/Rec: Additional Debtor Grouping (7) :  
Acc/Rec: Additional Debtor Grouping (8) :  
Acc/Rec: Additional Debtor Grouping (9) :  
Acc/Rec: Auto Next Debtor : Yes  
Acc/Rec: BPAY Biller Code : 222222  
Acc/Rec: BPAY Next Reference Number : 123495  
Acc/Rec: BPAY Reference Prefix : 99  
Acc/Rec: Change Group, Use Group GL Def. : Yes  
Acc/Rec: Debtor Maintenance Audit Log : Yes  
Acc/Rec: Debtor, Additional Details : Yes  
Acc/Rec: Debtor, Debtor Enquiry Button : Yes  
Acc/Rec: Debtor, Maintain Debtor Packs : No  
Acc/Rec: Debtor, Maintain Stock Grp/Rep : No  
Acc/Rec: Debtor, Record Payment Details : Yes  
Acc/Rec: Debtor, Record Priority : No  
Acc/Rec: Debtor, Sales Messages : Yes  
Acc/Rec: Debtor, Show Full Credit Card : Yes  
Acc/Rec: Maintain Inactive Debtors : Yes  
Acc/Rec: Mandatory Debtor Bank GL A/C : No  
Acc/Rec: Mandatory Debtor COGS GL A/C : No  
Acc/Rec: Mandatory Debtor Control GL A/C : No  
Acc/Rec: Mandatory Debtor GST GL A/C : No  
Acc/Rec: Mandatory Debtor S/Disc. GL A/C : No  
Acc/Rec: Mandatory Debtor S/Tax GL A/C : No  
Acc/Rec: Mandatory Debtor Sales GL A/C : No  
Acc/Rec: Mandatory Debtor T/Disc. GL A/C : No  
Acc/Rec: Mandatory Debtor WET GL A/C : No  
Acc/Rec: Mandatory Liquor Licence : No  
Acc/Rec: New Debtor, Default CR Limit : 0.000000  
Acc/Rec: New Debtor, Default CR Rating : GOOD  
Acc/Rec: New Debtor, Default Terms : 30DE  
Acc/Rec: New Debtor, Default To Bal/Fwd : No  
Acc/Rec: New Debtor, Use Group Defaults : Yes  
Acc/Rec: Stationery Settings On Debtors : Yes  
Acc/Rec: Use 120 Days Ageing : Yes  
Acc/Rec: Use 150 Days Ageing : Yes  
Acc/Rec: User/Debtor Category Access : No  
Acc/Rec: Warn If Creditor Same As Debtor : No  
Acc/Rec: Warn If Emp. Same As Debtor : No  
Acc/Rec: Warn If Grower Same As Debtor : No  
Acc/Rec: Warn If Prosp. Same As Debtor : Yes  
General: Country : 1  
General: EzyEnterprise Client Id :  
General: Liquor Licence Number :  
M/Order: Accept Payment Other 1 : Yes  
M/Order: Accept Payment Other 2 : Yes  
M/Order: Accept Payment Other 3 : Yes  
M/Order: Accept Payment Other 4 : No  
M/Order: Entry, Rewards Scheme : Yes  
M/Order: Receipts, Detail C/Cards : No  
M/Order: Receipts, Detail Other 1 : Yes  
M/Order: Receipts, Detail Other 2 : No  
M/Order: Receipts, Detail Other 3 : No  
M/Order: Receipts, Detail Other 4 : No  
Marketing: Auto Next Prospect : Yes  
Marketing: Copy, Default Prospect Group : CLUB  
Marketing: Copy, Default Prospect Rating : GOOD  
Marketing: Debtor Interface : Yes  
Marketing: New, Default Joining Act Rep : MCLEODR  
Marketing: New, Default Joining Act Stat : COMP  
Marketing: New, Default Joining Activity : JWC  
Sales: Entry, Allow 2 Discount Rates : Yes  
Sales: Next Continuing Permission Number : 0  
Sales: Payment Method Other 1 : BARTER  
Sales: Payment Method Other 2 : VOUCH  
Sales: Payment Method Other 3 : CFORCE  
Sales: Payment Method Other 4 : JCB  
Stock: Perpetual (Yes) or Periodic (No) : Yes

## MENU OPTION PARAMETER SETTINGS



On selecting a menu option, select the *System Parameter Information* button top right of the screen.

Carefully check each system parameter setting to determine whether there are any features you want to turn on or off.

It is recommended that any changes are first done in the TEST company and its impact checked by all staff who will be affected.

### System Administrator System Parameters



On selecting a system parameter press the [F10] key or select the Help button, top right of screen, to display helpful information about the parameter.





# Accounts Receivable

## Email Debtor Defaults To Yes

When inserting or modifying a Debtor, if an email address has been recorded, the corresponding ‘e-’ prompt will be set to Yes.

Debtor	NICKSL01	Alias MELB	Default Order Type
Name	Nick's Liquor Store MELBOURNE		
Active	Yes	Reason	
A/C Email	accounts@liquorstore.com.au		
Sales Email	sales@liquorstore.com.au		
e-Statements	Yes	First Name	Nick's Liquor S
e-Invoices	Yes	Last Name	MELBOURNE
e-Letters	Yes	Free Reason	
Website http://			On Premise
Carrier	EWEB	Okay To Leave	Yes
Freight N/S	ZFREIGHT-VIC	Table Talkers	
Interest		Newsletter	
Cashflow Group	WHS1		

### Benefit

- Easily identify which sale was credited.

## Accounts Receivable Reports Debtor Detail Trial Balance

Please note that the e- setting can be changed for a range of Debtors using the A/R Administration, Global Debtor Maintenance option.

## TB Shows Credit Note Original Sale Number

When ‘Print Sale Reference’ is set to Yes, original sale docket number recorded against credit note is reported.

Print Aged Balance	Current & Over
Print Zero Balances	No
Print Notes	No
Print Original Sale Reference	Yes
Print CR Rating	No
Print Terms	No
Print Average Days To Pay	No
Currency	AUD
Print Central Billing Branches	No
Print Email Addresses	No

### Benefit

- Report original sales being credited.

## Accounts Receivable Maintenance Debtor Detail Trial Balance

NICK ARR09		Ezy Wines Debtor Detail Trial Balance				
Sequence : Debtor						
Selection Criteria				From	To	
Debtor				NICKSLHO	NICKSLHO	
Debtor	Alias	Name/Email	Phone	Total	Current	30 Days
-----						
NICKSLHO		Nick's Liquor HO SYDNEY	987654 02 9876 1234			
-----						
	Date	Type Ref.	Due Date			
	01/03/05	Inv 41	30/03/05	178.40		
	11/03/05	Inv 42	30/04/05	2341.35		
	19/04/07	Inv 99	30/05/07	205.32		
	19/04/07	CRNot 21	30/05/07	-205.32		
		Sales Invoice:	99			
	07/10/08	Inv 132	30/11/08	12.77		
		Sales Invoice Reference:	ORD#12			
	07/10/08	CRNot 22	30/11/08	-12.77		
		Sales Invoice:	132			

# Accounts Receivable (Cont'd)

## Record Additional 6 Printers Against Debtors

System parameters “C/Door: POS, Kitchen/Bar Printer 7...12” have been introduced.

Specify which printers are to be used for each *non-stock item* and *stock group*.

POS checks for printer setting against Debtor first.

### Benefit

- When system parameter “Acc/Rec: Stationery Settings On Debtors” is set to Yes, up to 12 printers can now be recorded against a Debtor
- Required for large restaurants with many zones.

Accounts Receivable Maintenance  
**Debtor Additional Details**  
Stock Reference Maintenance  
**Stock Groups**  
Sales Administration  
**Import Non-Stock Details**  
Cellar Door Sales  
**POS**

Ezy-Debtor Additional Details-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Debtor Additional Details

Debtor Name	CDS-CAFE Winery Cafe	Alias	CAFE
-------------	-------------------------	-------	------

Stationery Parameter	Override Parameter	Current Setting
<input type="checkbox"/> C/Door: POS, Printer	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 1	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 2	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 3	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 4	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 5	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 6	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 7	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 8	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 9	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 10	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 11	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 12	Yes	

Ezy-Non-Stock Items-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Non-Stock Items

Class	BEV-HOTCHOCO
Name	Hot Chocolate
Unit	CUP
Discount	No
GL A/C	10-040 Sales - General/Merc
Price	3.3000
Active	Yes
Alc. Type	
GST Supply	Taxable - 10.00%

POS Kitchen/Bar Printer	
ADM	No
CKIT	No
CBAR	Yes
DYMO	No
EM	No
EZY	No
LABW	No
NICK	No
PICK	No
FILE	No
FOYR	No
HPDU	No

Ezy-Stock Groups-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Stock Groups

Group	Name	POS Access	Active
FOOD	Meals in Cafe/Restaurant	Yes	Yes

VINTAGE		POS Kitchen/Bar Printer
CATEGORY		ADM
REGION		CKIT
VARIETY		CBAR
ALC %		DYMO
		EM
		EZY
		LABW
		NICK
		PICK
		FILE
		FOYR
		HPDU

# Accounts Receivable (Cont'd)

## Debtor Average Days To Pay

‘Print Average Days To Pay’ prompt has been added to the selection criteria.

**Ezy-Debtor Trial Balance-Ezy Wines**

File Edit View Tools Help Training Notes Ask a Question

Debtor Trial Balance

Format: Summary  
Print Aged Balance: Current & Over  
Print Zero Balances: No  
Print Contact & Phone: No  
Print Current Receipts: No  
Print Average Days To Pay: **Yes**  
Print Credit Limit Exceeded: No

NICK  
ARR08

**Ezy Wines  
Debtor Trial Balance**

Sequence : Debtor

Debtor	Ave Days	Name	Total	Current April	30 Days March	60 Days February	90 Days January
CDS	171	Cellar Door Sales - Bendigo	-65.07	-65.07	0.00	0.00	0.00
CDS-DIRE	0	Director Sales at CDS	11.00	0.00	0.00	11.00	0.00
COLES001	0	Coles Distribution Centre	18343.41	0.00	-3452.43	21795.84	0.00
GRANDH01	320	Grand Hotel Restaurant	2422.75	0.00	46.75	2376.00	0.00
KYNETH01	0	Kyneton Olive Grove	91638.66	0.00	25187.66	0.00	66451.00
MIRAND01	0	Miranda Wines Griffith	1800.00	0.00	300.00	0.00	1500.00
NICKBAR1	1279	Nick's Bar	2558.51	1800.75	266.42	220.44	0.00
NICKSL02	0	Nick's Liquor Store BENDIGO	120.00	0.00	120.00	0.00	0.00
NICKSLH0	0	Nick's Liquor HO SYDNEY 987654	6982.95	0.00	4158.87	304.33	0.00
PHILLB01	381	Phillips Cafe	1412.40	0.00	0.00	-10.00	-484.00

## Trial Balance Sequenced By Debtor Group

‘Debtor Group’ added to the Sequence options.

NICK  
ARR08

**Ezy Wines  
Debtor Trial Balance**

Sequence : Debtor Group

Group	Name	Total	Current April	30 Days March	60 Days February	90 Days January
CD	Cellar Door & Cafe - Bendigo	-69.07	-65.07	0.00	-4.00	0.00
CP	Contract Processing Customers	1800.00	0.00	300.00	0.00	1500.00
DIST	Distributors	1125.24	0.00	0.00	584.26	540.98
EXPO	Export Distributors	46053.79	325.00	3461.54	-368.39	42635.64
LIQU	Liquor Stores	43925.80	0.00	-536.90	22100.17	18922.96
MAIL	Mail Orders	1458.58	0.00	198.73	216.00	1043.85
MISC	Miscellaneous	23.00	0.00	0.00	23.00	0.00
OLIV	Olive Growers	91638.66	0.00	25187.66	0.00	66451.00
PROM	Promo Debtors	11.00	0.00	0.00	11.00	0.00
REST	Restaurants	9526.24	1800.75	313.17	2586.44	2648.58
STAF	Staff	174.00	0.00	0.00	174.00	0.00
Grand Totals (24 Debtors)		195667.24	2060.68	28924.20	25322.48	133743.01
			1.05%	14.78%	12.94%	68.35%

## Debtor Count Based On Last Sale Date

‘Last Sale Date’ has been added to the selection criteria.

### Benefit

- Report how quickly customers generally take to pay.

## Accounts Receivable Reports Debtor Trial Balance

### Benefit

- Total by Debtor Group.

## Accounts Receivable Reports Debtor Trial Balance

### Benefit

- Report count of Debtors that actually purchased for specified date range.

## Accounts Receivable Reports Debtor Count

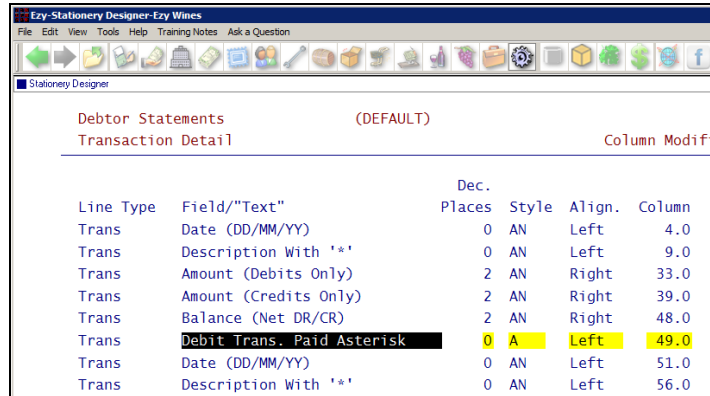


# Accounts Receivable (Cont'd)

## Debtor Statement Sales Paid Highlighted

The Stationery Designer allows you to specify whether you want an asterisk to appear against entries that have been paid.

This new option has been added to both the *Trans* and *TransLine2* line types.

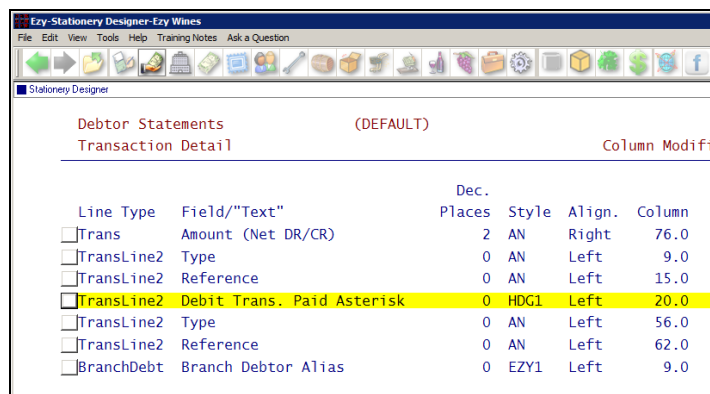


Ezy Stationery Designer-Ezy Wines

Debtor Statements (DEFAULT)

Transaction Detail

Line Type	Field/"Text"	Dec. Places	Style	Align.	Column
Trans	Date (DD/MM/YY)	0	AN	Left	4.0
Trans	Description With '*'	0	AN	Left	9.0
Trans	Amount (Debits Only)	2	AN	Right	33.0
Trans	Amount (Credits Only)	2	AN	Right	39.0
Trans	Balance (Net DR/CR)	2	AN	Right	48.0
Trans	Debit Trans. Paid Asterisk	0	A	Left	49.0
Trans	Date (DD/MM/YY)	0	AN	Left	51.0
Trans	Description With '*'	0	AN	Left	56.0



Ezy Stationery Designer-Ezy Wines

Debtor Statements (DEFAULT)

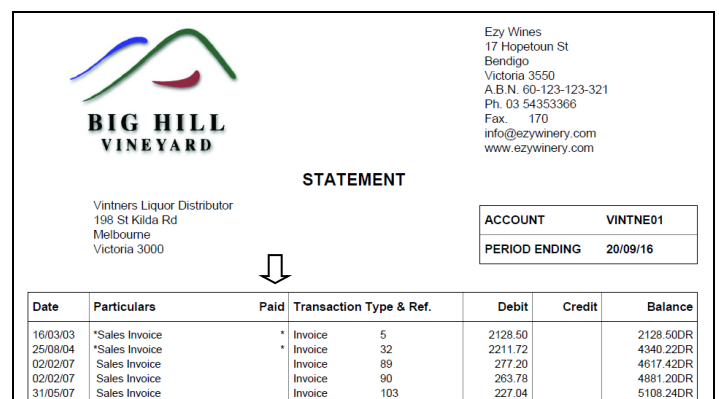
Transaction Detail

Line Type	Field/"Text"	Dec. Places	Style	Align.	Column
<input type="checkbox"/> Trans	Amount (Net DR/CR)	2	AN	Right	76.0
<input type="checkbox"/> TransLine2	Type	0	AN	Left	9.0
<input type="checkbox"/> TransLine2	Reference	0	AN	Left	15.0
<input checked="" type="checkbox"/> TransLine2	Debit Trans. Paid Asterisk	0	HDG1	Left	20.0
<input type="checkbox"/> TransLine2	Type	0	AN	Left	56.0
<input type="checkbox"/> TransLine2	Reference	0	AN	Left	62.0
<input type="checkbox"/> BranchDebt	Branch Debtor Alias	0	EZY1	Left	9.0

### Benefit

- Highlights which invoices have been flagged as paid
- It may reduce statement queries from customers.

## System Administration Stationery Designer Accounts Receivable Report Debtor Statements



Big Hill Vineyard

Vintners Liquor Distributor  
198 St Kilda Rd  
Melbourne  
Victoria 3000

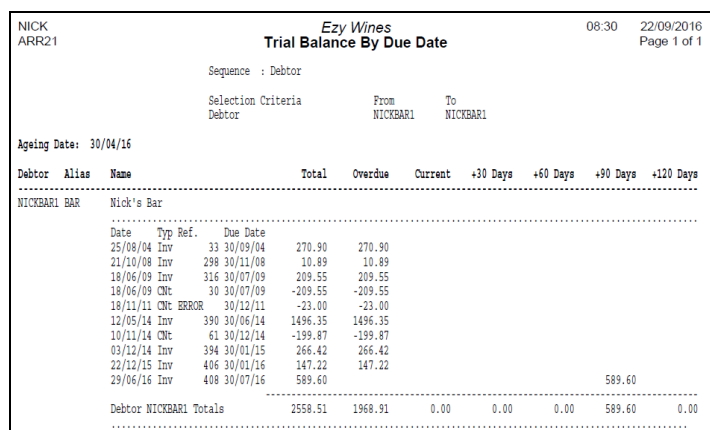
STATEMENT

ACCOUNT VINTNE01  
PERIOD ENDING 20/09/16

Date	Particulars	Paid	Transaction Type & Ref.	Debit	Credit	Balance
16/03/03	*Sales Invoice	*	Invoice 5	2128.50		2128.50DR
25/08/04	*Sales Invoice	*	Invoice 32	2211.72		4340.22DR
02/02/07	Sales Invoice		Invoice 89	277.20		4617.42DR
02/02/07	Sales Invoice		Invoice 90	263.78		4881.20DR
31/05/07	Sales Invoice		Invoice 103	227.04		5108.24DR

## Trial Balance By Due Date Projected Receipts

'Show Projected Receipts' prompt has been added to the selection criteria.



NICK ARR21

Ezy Wines

08:30 22/09/2016  
Page 1 of 1

Sequence : Debtor

Selection Criteria  
Debtor From NICKBARI To NICKBARI

Ageing Date: 30/04/16

Debtor	Alias	Name	Total	Overdue	Current	+30 Days	+60 Days	+90 Days	+120 Days
NICKBARI	BAR	Nick's Bar							
		Date Typ Ref. Due Date							
		25/08/04 Inv 33 30/09/04	270.90	270.90					
		21/10/08 Inv 298 30/11/08	10.89	10.89					
		18/06/09 Inv 316 30/07/09	209.55	209.55					
		18/06/09 CNt 30 30/07/09	-209.55	-209.55					
		18/11/11 CNt ERROR 30/12/11	-23.00	-23.00					
		12/05/14 Inv 390 30/06/14	1496.35	1496.35					
		10/11/14 CNt 61 30/12/14	-199.87	-199.87					
		03/12/14 Inv 394 30/01/15	266.42	266.42					
		22/12/15 Inv 406 30/01/16	147.22	147.22					
		29/06/16 Inv 408 30/07/16	589.60					589.60	
		Debtor NICKBARI Totals	2558.51	1968.91	0.00	0.00	0.00	589.60	0.00

### Benefit

- Report when money should arrive based on invoice due date.

## Accounts Receivable Report Trial Balance By Due Date

# Asset Register

## Asset Alias Added To Global Asset Maintenance

Alias has been added to the selection criteria.

Ezy-Global Asset Maintenance-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Global Asset Maintenance

Selection Criteria	From
Asset	
Group	
Department	
Purchase Date	/ /
Asset ID	
GL Asset	
GL Expense	
GL Accum Depn	
Depn Category	
Alias	BARREL

### Benefit

- Easily change the alias recorded against a range of assets.

### Asset Administration Global Asset Maintenance

Ezy-Global Asset Maintenance-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Global Asset Maintenance

	Replace	New Value
Alias	Yes	
Group	No	
Department	No	
GL Asset	No	
GL Depn. Expense	No	
GL Accum. Depn.	No	
Depn Category	No	
Book Depreciation		
Method	No	Straight
Rate	No	0.00
Tax Depreciation		
Method	No	Straight
Rate	No	0.00

Ezy-Global Asset Maintenance-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Global Asset Maintenance

Asset	Description	Quantity
BARR04AHT001	20 x Barrel 225L American	20
BARR07AMT001	20 x Barrel 225L American	20
BARR07SMT001	20 x Barrel 225L French	20
BARR08AMT001	American Oak 2008 Medium Toast	1
BARR08AMT002	American Oak 2008 Medium Toast	1
BARR08AMT003	American Oak 2008 Medium Toast	1
BARR08AMT004	American Oak 2008 Medium Toast	1
BARREL201501	2015 demptos hungarian barrel	1

8 Assets Selected

Changing:

Asset Alias to 225L BAR

# General Ledger

## Project Ledger Summary Format

Format has been added to the selection criteria with scroll list options ‘Summary’ and ‘Detail’.

The new *Summary* format excludes the transactions.

NICK GLR31	Ezy Wines Project Ledger	08:12	21/09/2016
Sequence : GL Account		Page 1 of 2	
2004/2005 YTD			
GL A/C	Name		
10-040	Sales - General/Merchandise		
		Total	Balance
Project	Description	Debit	Credit
BARREL-SHED	Barrel Shed	0.00	272.73
GL Account 10-040 Totals		0.00	272.73
30-125	Concrete		
		Total	Balance
Project	Description	Debit	Credit
BARREL-SHED	Barrel Shed	1,315.08	1.00
DRIVEWAY	New Delivery Driveway	1,371.82	0.00
GL Account 30-125 Totals		2,686.90	1.00

Export Project Ledger is a new menu option.

### Benefit

- Produce summary version
- Export project details to MS Excel for further manipulation or reporting.

General Ledger Administration  
**Export Project Ledger**  
General Ledger Reports  
**Project Ledger**

# Marketing & CRM

## Email Prospect Defaults To Yes

When inserting or modifying a Prospect, if an email address has been recorded, the corresponding ‘e-’ prompt will be set to Yes.

### Benefit

- Ensure bulk emailing of newsletters to mailing list members doesn’t exclude anyone on the mailing list.

Ezy-Prospects-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Prospects

Prospect

ZMYER001

Alias

MAILING

Debtor

Delivery Address

Company/Name

Dr David Myers

Address

5 Atkinson St

Chadstone

VIC

Postcode

3468

Active

Yes

Phone

03 9807 2288

Salutation

Fax

03 9807 2211

Dr Myers

Group

CLUB

Club Members

Contact

Category

BHV1

BHV Wine Club - 1

Dr David Myers

Sales Rep

MCLEODR

Rod Mcleod

First/Last Name

Sales Area

VIC

Victoria

Rating

GOOD

Good

First Contact

25/06/2007

Birth Date

23/02/1961

Last Contact

01/08/2016

Next Contact

/ /

Email

dmyers@hotmail.com

e-Letter

Yes

Select Whether Letter Is To Be E-mailed

[SCROLL LIST]

Marketing Reference Maint.  
**Prospects**

## Purchase Orders

## Additional Authorisation Users

Two OR users were added.

**Ezy-User Purchase Order Limits-Ezy Wines**

File Edit View Tools Help Training Notes Ask a Question

**User Purchase Order Limits**

User Id	NICK	Nick Cugura
Creditor		
Purchase Limit		1000
Applied		Over
Authoriser User	LORRAINE	OR JACQUES
	AND	
	JOHN	OR ROLAND

### *Benefit*

- More users can now authorise purchase orders to avoid issues when users are on leave.

## User Access User Purchase Order Limits

## Payroll

### Leave Audit Trail Type Selection (Australia Only)

'Print Leave Type' prompt has been added to the selection criteria.

Ezy-Leave Audit Trail-Ezy Wines	
File Edit View Tools Help Training Notes Ask a Question	
Leave Audit Trail	
Format	Detail
Print Terminated Employees	No
Print Sex	Both
Print Payslip Message	No
Print Employee Type	All Types
Print Leave Type	All
<b>Selection Criteria</b>	All
Employee	Holiday
Pay Date	LSL
Alias	RDO
Employee Group	Sick
Department	

### *Benefit*

- Report only 1 leave type.

## Payroll Operations Reports Leave Audit Trail

## Super Appended To Export Payslips

Super amount and calculate super have been appended to the file for format 1.

## Payroll Administration

### Export Payslip History

# Payroll (cont'd)

## Email Employee Defaults To Yes

When inserting or modifying an Employee, if an email address has been recorded, the corresponding ‘e-’ prompt will be set to Yes.

The screenshot shows the 'Ezy-Employees-Ezy Wines' application window. The 'Employees' tab is selected, displaying details for employee CUGURN01. The fields are as follows:

Employee	CUGURN01		
Alias	NICK		
Title	Mr	Initials	NT
Given Names	Nick		
Surname	Cugura		
Email	nick@ezysys.com.au		
e-Payslip	Yes		
e-Letter	Yes		
Warning:			
Gross <	200.00		
Message	Check deductions		

### Benefit

Ensure bulk emailing of payslips don't exclude any Employees.

Payroll Reference Maintenance  
Employees

## Flag Super Schemes As Inactive (Australia Only)

‘Active’ has been introduced.

The screenshot shows the 'Ezy-Superannuation Schemes-Ezy Wines' application window. The 'Superannuation Schemes' tab is selected, displaying a table of schemes:

Super Scheme	Name	Rate %	Earnings Threshold	Active
CBA	CBA Superannuation Fund	9.00	450.00	Yes
INAC	Inactive Super	0.00	0.00	No
NONE	None	0.00	0.00	Yes
STAN	Standard Super	9.00	450.00	Yes

### Benefit

- Ensure that obsolete superannuation schemes are not selected.

Payroll Reference  
Superannuation Schemes  
Employee  
Payroll Administration  
Export Superannuation

## Payment Summary Reconciliation Totals

Gross reconciliation displayed at bottom of report.

The screenshot shows a 'Reconciliation' report with the following data:

Reconciliation	
-----	
Payment Summary Gross	24304.00
Add Gross Cents	0.43
YTD Gross	24304.43

### Benefit

- Report gross cents.

Payroll Operation Reports  
Payment Summary Report

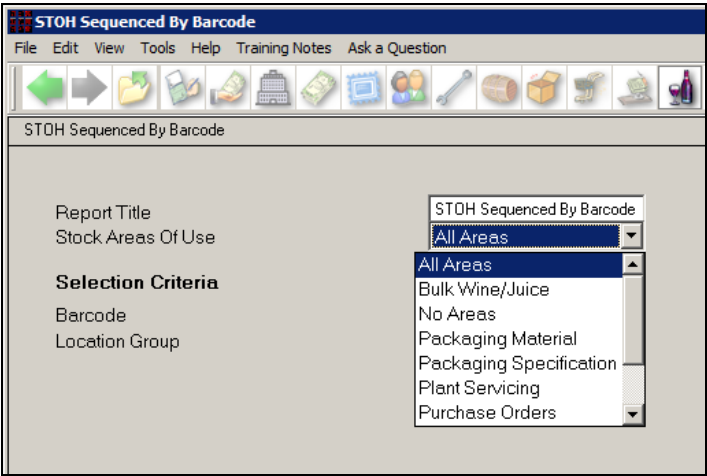




# Stock Control (cont'd)

## Stock R.W. Areas Of Use Selection

‘Stock Areas Of Use’ has been added to the selection criteria. Report Title can now also be changed.



### Benefit

- Easily report by stock item profile *areas of use*.

Stock Report Writer  
Stock Report Generation

## Stock Requiring Reorder Location Group Selection

‘Location Group’ has been added to the selection criteria.

Stock Operations Reports  
Stock Requiring Re-Order

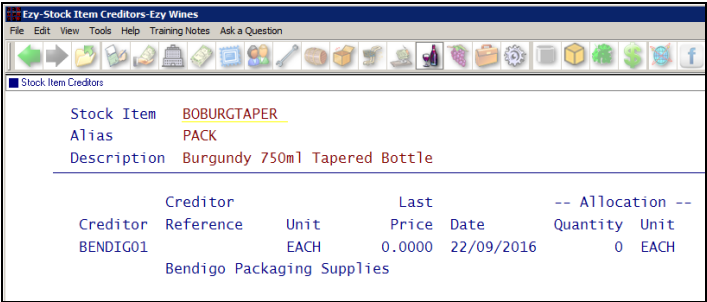
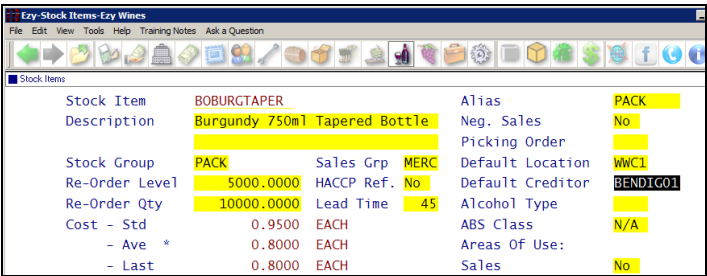
## Stock Item Default Creditor

When system parameter “*P/Orders: Entry, Use Creditor Stock Item*” is set to Yes and a default Creditor is recorded against a stock item, the Stock Item Creditors option will also be impacted.

### Benefit

- Automatically update the Creditor Stock Item option.

Stock Reference Maintenance  
Stock Items



# Stock Control (cont'd)

## Specify Whether A Stock Item Can Be Discounted

‘Discount’ prompt has been added, defaulting to Yes.

When set to No, each of the Sales Entry options will default the discount to zero.

Ezy-Stock Items-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Stock Items

Stock Item [F5] 02MERRES7

Description 2002 Merlot Reserve \*NO DISC\*  
12x750ml (Printed Carton)

Stock Group FINI Sales Grp RMER

Re-Order Level 600.0000 HACCP Ref. No

Re-Order Qty 100.0000 Lead Time 30

Cost - Std 40.0000 C750

- Ave \* 27.8391 C750

- Last 50.2500 C750

WET Payable Yes WET Rebate Yes

WET Blended Yes Discount No

GST Supply Taxable - 10.00%

GST Acq. Other - 10.00%

Ezy-Mail Order Sales Entry-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

Mail Order Sales Entry

Docket No 223 Roger Davies Gross \$

Debtor [F5] ZDAVER01 Roger WET \$

Date 23/09/2016 Cartons 2 GST \$

Reference Price Type Retail Net \$

Sales Rep MCLEODR WET Yes Paid \$

Typ Code	Quantity	Unit	Locn	Price	Disc	GST
Stk 02MERRES7	1.0000	C750	D-ME	240.0000	0.00 %	10.00%
30[F5]RES	2002 Merlot Reserve *NO DISC*					

## Benefit

- Flag stock items not to be discounted.

- Stock Reference
- Stock Items
- Stock Administration
- Import Stock Item Details
- Export Stock Item Details
- Global Stock Item Maintenance
- Stock Groups
- Sales
- Sales Order Entry
- Sales Credit Note Entry
- Mail Order Entry
- POS
- Sales Administration
- Import Sales Dockets
- Import Cellar Door Dockets
- Import Sales Credit Notes
- Copy Stock Items

## Stock Item Statutory Summary

‘Summary (Statutory)’ has been added to the Format options.

NICK		Ezy Wines					10	
STR01		Stock Items						
Sequence : Stock Item								
Stock Item	Description	Disc. ABS	----- WET -----	GST	GST			
			Pay Rebate	Blend	Supply	Acquisition		
00SHZRES7-UK	2000 Shiraz Reserve UK	Yes 14	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		
00SHZRES7-US	2000 Shiraz Reserve USA	Yes 14	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		
01CHRRBS7	2001 Chardonnay Reserve	Yes 11	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		
	12x750ml							
01MERRES7	2001 Merlot Reserve	Yes 14	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		
	12x750ml							
01MUS	2001 Muscat Bulk	Yes	No Yes	Yes	Taxable - 10.00%	Other - 10.00%		
02CHARRBS7	2002 Chard Reserve	Yes 14	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		
	12x750ml							
02CHRRBS	2002 Chardonnay Reserve Bulk	Yes 13	No Yes	No	Taxable - 10.00%	Other - 10.00%		
02MER	2002 Merlot Bulk	Yes	No Yes	No	Taxable - 10.00%	Other - 10.00%		
02MERCULTURE	02 Merlot Yeast Culture	Yes	No No	Yes	Taxable - 10.00%	Other - 10.00%		
02MERRES7	2002 Merlot Reserve *NO DISC*	No 14	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		
	12x750ml (Printed Carton)							
02MERRES7U	2002 Reserve Merlot Unlabelled (In Bins)	Yes 01	Yes Yes	Yes	Taxable - 10.00%	Other - 10.00%		

## Benefit

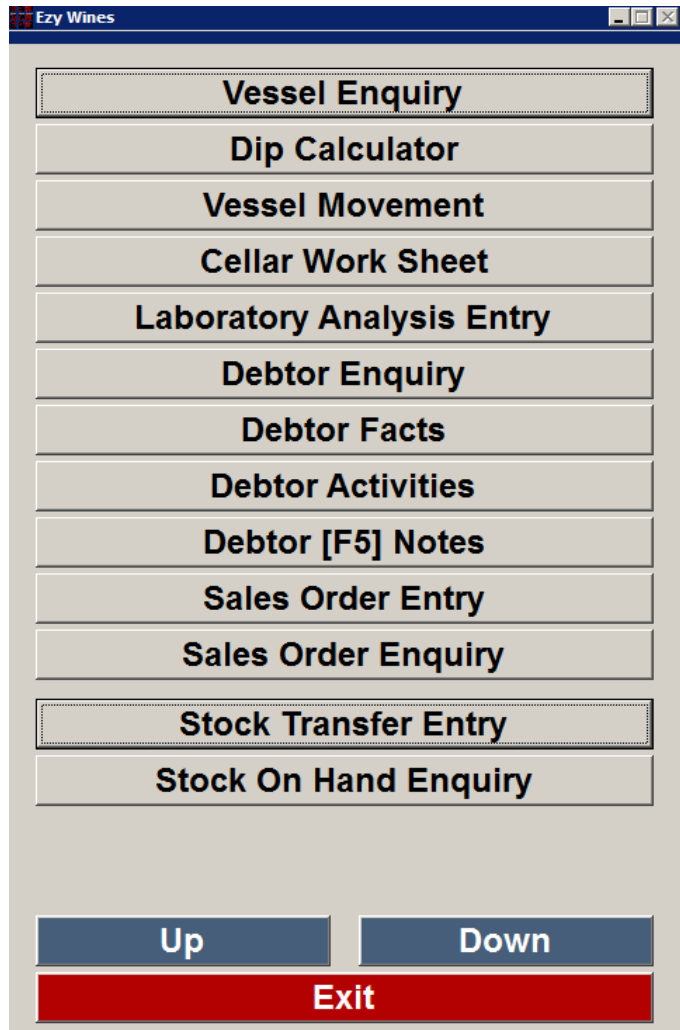
- Easily check statutory setup.

- Stock Reference Reports
- Stock Items

## Stock Control (cont'd)

### EzyPDA Stock Transfer

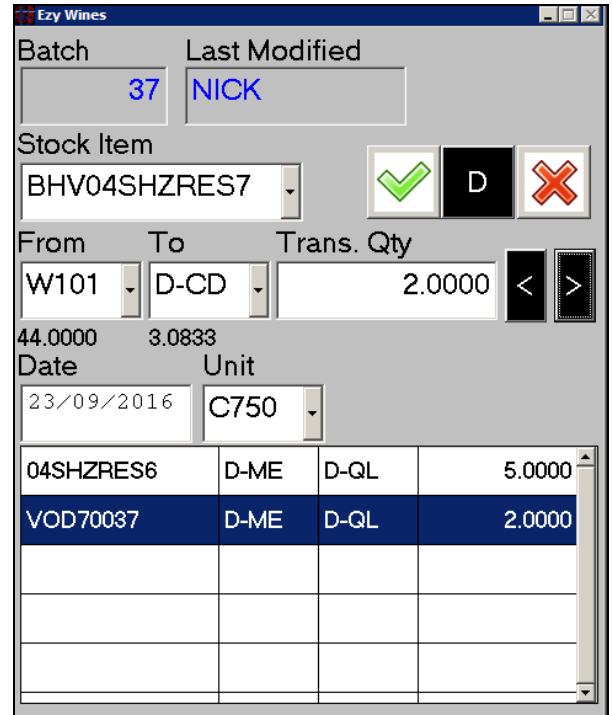
'Stock Transfer Entry' option has been added.



#### Benefit

- Ability to use an iPhone or tablet to record transfer of stock between locations.

EzyPDA



### Stock Audit Trail To Exclude Cost

The following have been added to the selection criteria

- Print Costs
- Print EOM Balances
- Location.

#### Benefit

- Exclude costs
- Report by location
- Reduce length of report by excluding the EOM transactions.

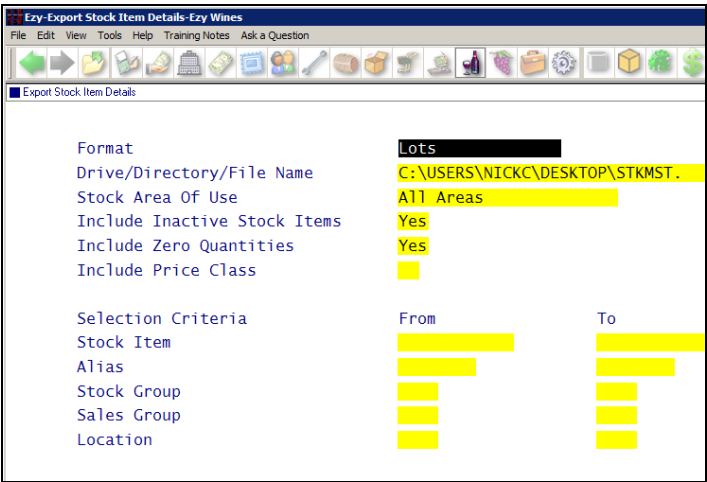
NICK STR41		Ezy Wines Stock Cost Audit Trail		12:38	
Selection Criteria		From	To		
Stock Item		BHV04SHZRES7	BHV04SHZRES7		
Stock Item	Date	Source	Batch Ref.	Quantity Unit	Total On Hand Unit Loc. Description
BHV04SHZRES7	2004	Reserve Shiraz		12x750ml	
	03/05/04				0.0000 C750
	03/05/04	StkAdj	0 EYZSYS	0.0000 B750	0.0000 C750 Def. Unit, Ave Cost 3.0000
	03/05/04	StkAdj	0 EYZSYS	0.0000 C750	0.0000 C750 Def. Unit, Ave Cost 36.0000
	25/08/04	StkStk	10 25/08/04	90.0000 C750	90.0000 C750 D-ME Stocktake 90.0000
	25/08/04	SalInv	42 34	-12.0000 C750	78.0000 C750 D-ME Sales Invoice
	25/08/04	PrdBln	9 9	100.0000 C750	178.0000 C750 WWC1 Packaging Run - Product

Stock Operations Reports  
Stock Cost Audit Trail

# Stock Control (cont'd)

## Export Stock Details Lots Format

‘Lots’ has been added to the Format options.



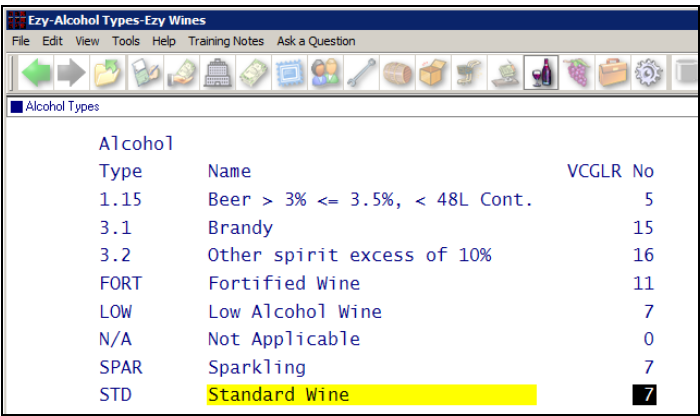
### Benefit

- Utilise Excel to interrogate lot tracking transactions.

Stock Administration  
Export Stock Item Details

## VCGLR Compliance

‘VCGLR No’ can now be recorded against alcohol types and has been appended to the Liquor export file.



### Benefit

- Victoria Commission For Gambling & Liquor Regulation compliance.

Stock Reference  
Alcohol Types  
Sales Statutory Reports  
Export Liquor Report

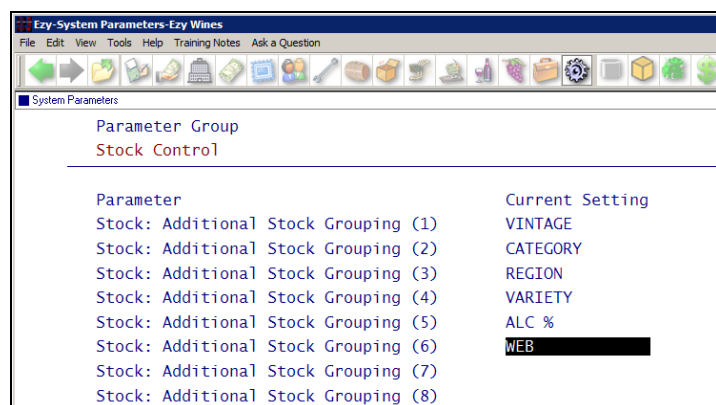
- 1=Beer Low <=48 Ltrs
- 2=Beer Low >48 Ltrs
- 3=Beer Medium <=48 Ltrs
- 4=Beer Medium >48 Ltrs
- 5=Beer Heavy <=48 Ltrs
- 6=Beer Heavy >48 Ltrs
- 7=Wine Bottle <=1.5 Ltrs
- 8=Wine Cask >= 2 Ltrs <= 20 Ltrs
- 9=Wine Bulk > 20 Ltrs
- 10=Wine Bulk For bottling elsewhere or blending
- 11=Fortified Wine Bottle <=1.5 Ltrs
- 12=Fortified Wine Cask >= 2 Ltrs <= 20 Ltrs
- 13=Fortified Wine Bulk > 20 Ltrs
- 14=Fortified Wine Bulk For bottling elsewhere or blending
- 15=Spirits Standard
- 16=Spirits Ready to Drink
- 17=Cider.

# Stock Control (cont'd)

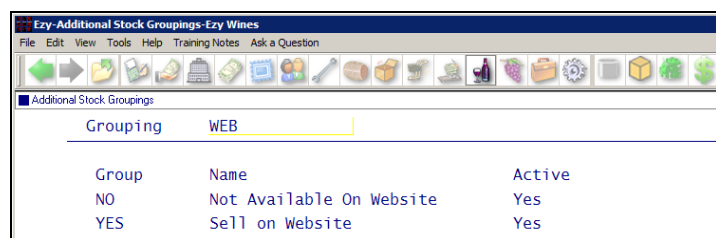
## Stock Website Interface

### Steps for uploading stock items to your website

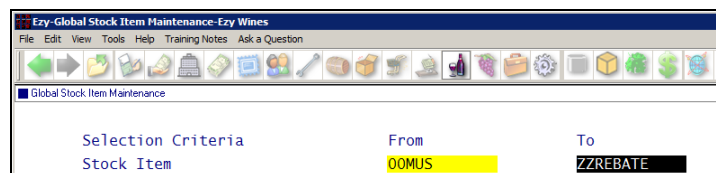
1. Specify which additional stock group will be used to identify stock items for sale on your website using the System Administration, System Parameters option. Group 6 is being used in the example shown below.



2. Record the acceptable values for this new group using the Stock Reference Maintenance, Additional Stock Groupings option.



3. Initialise the new group to NO for *all* stock items using the Stock Administration, Global Stock Item Maintenance option.



4. Set the following system parameters

*Sales: Website Add. STK Grp (1-14)*

ie. **6** in this example

*Sales: Website Add. STK Grp Val.*

ie. **YES** in this example

*Sales: Website Stock Location*

Specify location if only one is being used.

## Benefit

- Streamline interface with website if you have a lot of stock items
- Easily upload current STOH & prices.

Sales Administration  
**Import Web Debtor/Order/Pack**  
Stock Administration  
**Export Stock Item Details**  
**Export Stock Item Prices**

NICK STR59		Ezy Wines Stock Items Additional Groups						
Sequence : Stock Item								
Stock Item	Alias	Group	VINTAGE	CATEGORY	REGION	VARIETY	ALC %	WEB
00SHZRES7-UK	UK	FINI	2004	RED	EXPO	SHZ	13.8	YES
	2000 Shiraz Reserve UK							
00SHZRES7-US	USA	FINI	2004	RED	EXPO	SHZ	13.8	YES
	2000 Shiraz Reserve USA							
01CHRRRES7	RESERVE	FINI	2001	WHT	DOME	CHR	12.5	YES
	2001 Chardonnay Reserve 12x750ml							
01MERRRES7	MER	FINI	2001	RED	DOME	MER	14.1	YES
	2001 Merlot Reserve 12x750ml							
01MUS	BULK	BULK	2001	FOR	DOME	MUS	15.1	NO
	2001 Muscat Bulk							
02CHARES7	RES	FINI	2002	WHT	DOME	CHR	12.5	YES
	2002 Chard Reserve 12x750ml							
02CHRRRES	BULK	BULK	2002	WHT	DOME	CHR	12.5	NO
	2002 Chardonnay Reserve Bulk							
02MER	BULK	BULK	2002	RED	DOME	MER	12.5	NO
	2002 Merlot Bulk							
02MERCULTURE	YEASTCUL	BULK	2002	RED	DOME	MER	ZN/A	NO
	02 Merlot Yeast Culture							
02MERRRES7	RES	FINI	2002	RED	DOME	MER	12.5	YES
	2002 Merlot Reserve *NO DISC* 12x750ml (Printed Carton)							
02MERRRES7U	UNLABEL	UNLA	2002	RED	DOME	MER	12.5	NO
	2002 Reserve Merlot Unlabelled (In Bins)							
02MUS	BULK	BULK	2002	FOR	DOME	MUS	12.5	NO

Utilise the above report to check the WEB setting recorded against each stock item.

5. Export the Stock Items for uploading using the Export Stock Item Details and/or Export Stock Item Prices options.
6. On running the *Import Web Debtor/Order/Pack* option, select the EZY or VIN65 format and the export files will also be created.

# Sales

## Apply Rebates As Creditor Payment

System parameter “Sales C/Notes: Prompt For Creditor” has been introduced, defaulting to No.

When this parameter is set to Yes, the Sales Credit Note Entry option will prompt for Creditor.

On Updating the Sales Credit Note an A/R Invoice & Adjustment will also be created and updated.

### Sales Credit Note Update

DR Debtor Control  
CR Suspense.

### A/R Invoice & Adjustment

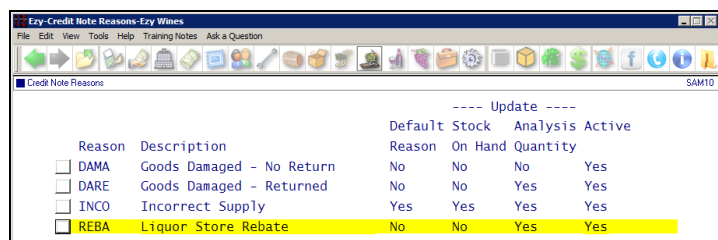
CR Creditor Control  
DR Suspense.

It is recommended that you try this new feature in your TEST company first!

## Benefit

- Receive rebates from liquor stores as a payment (as opposed to A&P discount).

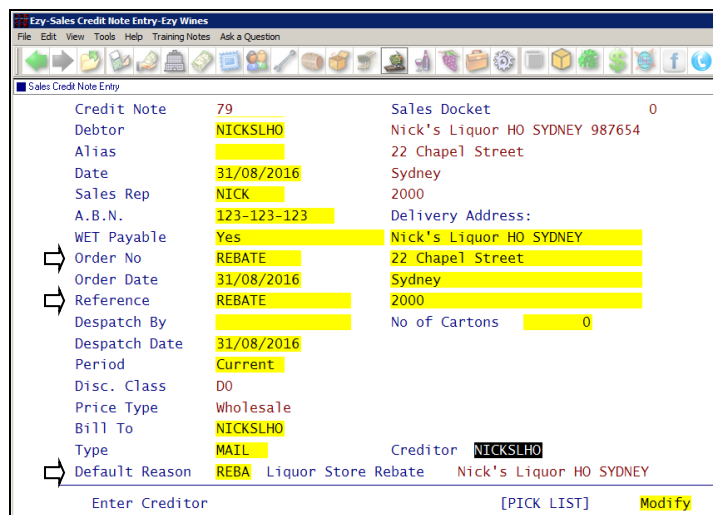
Sales Credit Note  
Sales Credit Note Entry  
Sales Credit Note Listing  
Sales Credit Note Update  
A/R Invoice & Adjustment UPDATE  
A/R Invoice & Adjustment UPDATE



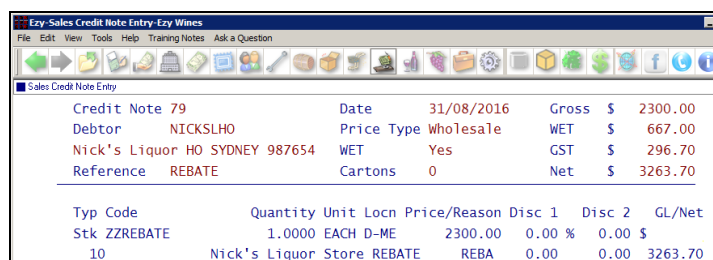
----- Update -----

Reason	Description	Default	Stock	Analysis	Active
		Reason	On Hand	Quantity	
<input type="checkbox"/> DAMA	Goods Damaged - No Return	No	No	No	Yes
<input type="checkbox"/> DARE	Goods Damaged - Returned	No	No	Yes	Yes
<input type="checkbox"/> INCO	Incorrect Supply	Yes	Yes	Yes	Yes
<input checked="" type="checkbox"/> REBA	Liquor Store Rebate	No	No	Yes	Yes

Setup credit note reason for rebate with *Update Stock On Hand* set to No.



Enter Creditor [PICK LIST] **Modify**




Typ Code	Quantity	Unit	Locn	Price/Reason	Disc 1	Disc 2	GL/Net
Stk ZZREBATE	1.0000	EACH	D-ME	2300.00	0.00 %	0.00	\$
10				Nick's Liquor Store REBATE	REBA	0.00	3263.70



# Sales (cont'd)

## Apply Rebates As Creditor Payment (cont'd)



**BIG HILL VINEYARD**

**TAX ADJUSTMENT**

Ezy Wines  
17 Hopetoun St  
Bendigo  
Victoria 3550  
A.B.N. 60-123-123-321  
Ph. 03 54353366  
Fax. 170

**Bill To:**  
Nick's Liquor HO SYDNEY 987654  
22 Chapel Street  
Sydney 2000

ADJUST. NO	79
DATE	31/08/16
CUSTOMER	NICKSLHO

ORDER	DATE	SALES REP	A.B.N.	REFERENCE	INVOICE NO	DESPATCH DATE	CARTONS
REBATE	31/08/16	NICK Nick Ogura	123-123-123	REBATE	0	31/08/16	0

Stock Item	Description	Quantity	Price	Unit	Discount	WET	GST	Amount	
ZZREBATE	Nick's Liquor Store REBATE	1.0000	2300.0000	EACH	0.00%	0.00	667.00	296.70	3263.70

**Ezy-Creditor Drill Down Enquiry - Ezy Wines**

File Edit View Tools Help Training Notes Ask a Question

APR17

**Creditor NICKSLHO**

Alias Nick's Liquor HO SYDNEY Group BULK Last Pay 0.00

Balance 3263.70 Terms 300 Date / /

Current 3263.70 30 Days 0.00 60 Days 0.00 90 Days 0.00

Date	Type	Reference	Age	Amount	Balance	Source	Batch	Userid
31/08/16	DRAdj	REBATE	Cur	3263.70	3263.70	APLTrn	48	NICK

*Creditor Drill Down Enquiry will show that an A/P Invoice & Adjustment was created and updated.*

**Acc/Pay: Inv/Adj, Batch Complete Flag**

This system parameter is generally set to No. When set to Yes, the Creditor transaction will NOT be automatically updated.

NICK SAC06

**Ezy Wines Sales Credit Note UPDATE**

14:11 31/08/2016 Page 1 of 1

Sequence : Credit Note

Selection Criteria From To  
Credit Note 79 79  
User Id NICK NICK

Cr Note	Date	Debtor	Name	Reference	Sales Rep	Despatch By	A.B.N.	Order No	User Id
79	31/08/16	NICKSLHO	Nick's Liquor HO SYDNEY 987654 REBATE	NICK	123-123-123	REBATE	NICK		
Creditor NICKSLHO Nick's Liquor HO SYDNEY									

Stock Item	Description/Reason	Quantity	Unit	Loc.	Price	%	Amount	WET	GST	Net
ZZREBATE	Nick's Liquor Store REBATE	1.0000	EACH	D-ME	2300.00	0.00	0.00	667.00	296.70	3263.70
Credit Note 79 Totals 0.00 667.00 296.70 3263.70										
Grand Totals 0.00 667.00 296.70 3263.70										

GL Interface

Batch	GL A/C	Name	Year	Mth	Amount
38	10-010	Sales - Packaged Wine	2004/2005	Apr	2967.00 DR
38	20-010	COGS - Packaged Wine	2004/2005	Apr	0.00 DR
38	30-330	WET Expense	2004/2005	Apr	667.00 CR
38	60-020	Domestic Debtors Control	2004/2005	Apr	3263.70 CR
38	60-030	Stock - Packaged Wine	2004/2005	Apr	0.00 DR
38	70-070	GST Supply Clearing	2004/2005	Apr	296.70 DR
38	70-080	WET Clearing	2004/2005	Apr	667.00 DR
End of Report					

**Ezy A/P Invoice & Adjust. Entry - Ezy Wines**

File Edit View Tools Help Training Notes Ask a Question

APR17

**A/P Invoice & Adjust. Entry**

Batch No 48 Batch Total 0.00 Batch Records 0

Last Modified NICK Actual Total 3263.70 Actual Records 1

Creditor NICKSLHO Nick's Liquor HO SYDNEY

Alias 22 Chapel St

Trans. Type Debit Adjust Sydney, NSW

Date 31/08/2016 2000

Reference REBATE Project

Description Nick's Liquor Store REBATE

Amount 3263.70 Exchange 0.0000

Aging Period Current

GL Month Apr

GL Expense 99-910 Suspense - General

Due Date 31/08/2016 GST Status Registered

Discount Amt 0.00 GST Inclusive Yes

Discount Date / / GST Acq. N/A

Payment By Cheque BSB/Account /

Email

**Ezy Debtor Drill Down Enquiry - Ezy Wines**

File Edit View Tools Help Training Notes Ask a Question

APR17

**Debtor NICKSLHO**

Alias Category RESE Phone 02 9876 1234

Name Nick's Liquor HO SYDNEY 987654 Price Type W1

Contact A/P - Susan Trent Credit Limit 0 CR Rat. C30D

Cur 0.00 30D 4158.87 60D 304.33 90D+ 2519.75

Date	Type	Reference	Age	Amount	Balance	Source	Batch	Userid
19/04/07	Inv	99 90D		205.32	2725.07	SalInv	70	NICK
19/04/07	CRNot	21 90D		-205.32	2519.75	SalCnt	12	NICK
07/10/08	Inv	132 60D		12.77	2532.52	SalInv	89	NICK
07/10/08	CRNot	22 60D		-12.77	2519.75	SalCnt	13	NICK
30/07/10	Inv	334 60D		150.65	2670.40	SalInv	101	NICK
01/08/10	Inv	335 60D		153.68	2824.08	SalInv	107	NICK
27/07/11	Inv	355 30D		687.09	3511.17	SalInv	112	NICK
23/10/13	Inv	384 30D		171.78	3682.95	SalInv	122	NICK
23/04/14	Inv	389 30D		3300.00	6982.95	SalInv	124	NICK
31/08/16	CRNot	79 Cur		-3263.70	3719.25	SalCnt	38	NICK
31/08/16	DRAdj	REBATE	Cur	3263.70	6982.95	ARLTrn	26	NICK

NICK APT03

**Ezy Wines A/P Invoice & Adjust. UPDATE**

14:32 31/08/2016 Page 1 of 1

Selection Criteria From To  
Batch 48 48

**A/P Invoice & Adjust. UPDATE**

Batch No Last Modified

48 NICK Complete Yes Batch Total 0.00 Batch Records 0 Actual Records 1

Creditor	Date	Type	Ref.	Ageing Period	GL	GL	Expense	Amount	Name/Description	Discount
NICKSLHO	31/08/16	DRAdj	REBATE	Cur	Apr	99-910		3263.70	Nick's Liquor HO SYDNEY	
									Nick's Liquor Store REBATE	/ / 0.00
									GST Status Registered	Acq. N/A
Batch 48 Totals									3263.70	
Grand Totals									3263.70	

GL Interface

Batch	GL A/C	Name	Year	Mth	Amount
48	70-010	Trade Creditors	2004/2005	Apr	3263.70 CR
48	99-910	Suspense - General	2004/2005	Apr	3263.70 DR
End of Report					

*Debtor Drill Down Enquiry will show that an A/R Invoice & Adjustment was created and updated.*

## Sales (cont'd)

### Import Con. Note Tracking No

New menu option.

eParcel provides a file of tracking numbers which can be imported and recorded against the 'Carrier Ref.'.

#### Format

- Docket No
- Tracking No.

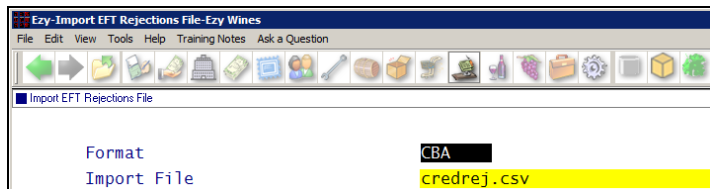
### Import EFT Rejections File

New menu option to flag mail order sale with rejected payment on hold.

Rejection file provide by CBA includes the following 3 reasons;

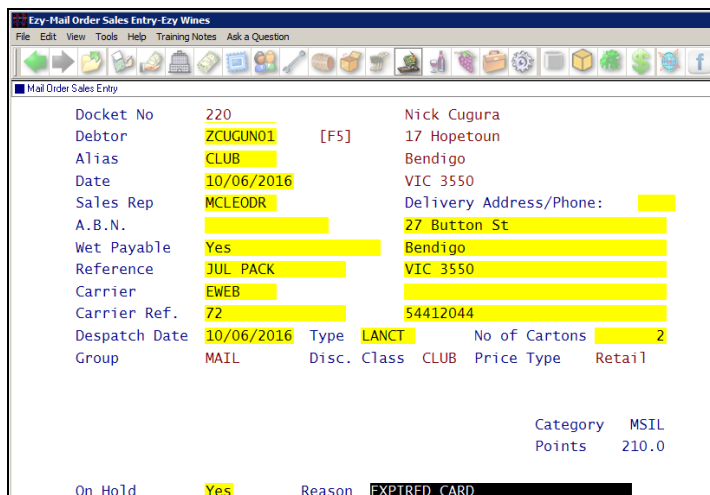
- INV CARD NUMBER
- DECLINED
- EXPIRED CARD.

Alternatively, you can produce a CSV file using Excel with a list of docket numbers to be flagged as *on hold* with reason in column B.



#### Format

- CBA
- EZY



#### Benefit

- Record freight tracking number against each sale
- Provide members with tracking no.

Mail Order & Wine Club  
**Import Con. Note Tracking No**

#### Benefit

- Quick & easy method of flagging mail orders with payment issues on hold.

Mail Order & Wine Club  
**Import EFT Rejections File**

# Sales (cont'd)

## Sales R.W. Special Style Source Selection

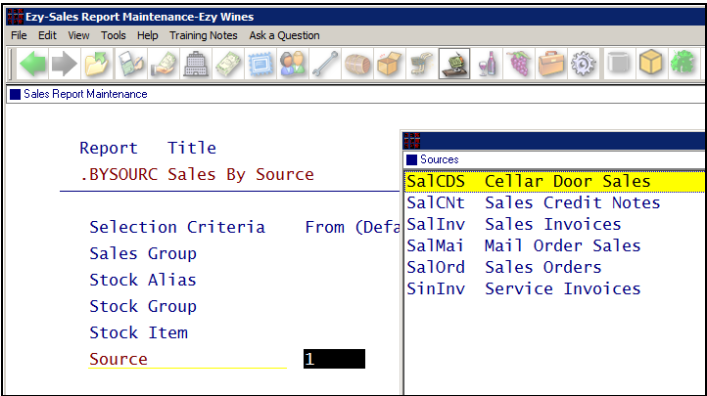
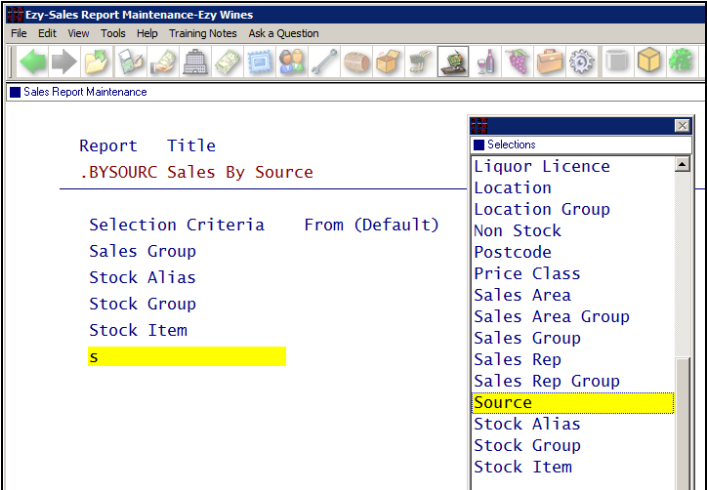
‘Source’ has been added to the Selection Criteria for the *Special* and *By Date* styles, allowing you to specify the 6 sale module options.


Despatch Date has also been added to Sequence and Selection Criteria for the *By Date* style.

### Benefit

- Ability to report each sales source separately.

Sales Report Writer  
Sales Report Maintenance  
Sales Report Generation



NICK			Ezy Wines		
.BYSOURC			Sales By Source		
			Selection Criteria	From	To
			Source	SALCNT	SALCNT
					
Year	2005	Month	YTD		
			Quantity		
			(Actual)		
Stock Item			04/05 MTD		
-----					
01CHRRS7	2001 Chardonnay Reserve		(1.0000)		
	12x750ml				
02CHARES7	2002 Chard Reserve		(4.0000)		
	12x750ml				
02MERRES7	2002 Merlot Reserve		(2.0000)		
	12x750ml (Printed Carton)				
03CHRRS7	2003 Chardonnay Reserve 750ml		(6.0000)		
03MUS	2003 Muscat Bulk		(1.0000)		
03MUSRES7	2003 Muscat Reserve 750ml		(4.0000)		
03SHZRES7	2003 Shiraz Reserve 750ml		(3.0000)		
04SHZRES	2004 Reserve Shiraz		(1007.0000)		
04SHZRES7-UK	2004 Shiraz Reserve UK		(2.0000)		
04SHZRES7-US	2004 Shiraz Reserve USA		(5.0000)		

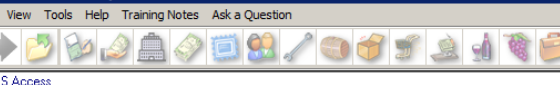
## Restrict POS Sales Reps Selection

System parameter “C/Door: Entry, Use User ID – Not Rep” must also be set to Yes.

### *Benefit*

- Ability to report each sales source separately.

User Access  
User POS Access  
User Access Summary  
Copy User Access  
Cellar Door Sales  
POS



Ezy-User POS Access-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question

User POS Access

User	CAFE	Cafe
Sales Rep	Name	
BRUCE	Bruce Davies	
LOZ	Lorraine	
NICK	Nick Cugura	

Check whether you are using the Theme format.

The screenshot shows the top portion of a software application window titled "Ezy-User POS Theme-Ezy Wines". Below the title bar is a menu bar with options: File, Edit, View, Tools, Help, Training Notes, and Ask a Question. Underneath the menu bar is a toolbar containing various icons representing different functions like navigation, document management, and system settings. Below the toolbar, there's a section header "User POS Theme". The main area displays a table with three columns: "User Id", "Theme", and "Wide Screen Background Image". The table lists four themes: ACCOUNTS, BIGHILL, CAFE, and CAFEREST. The row for "CAFE" is highlighted in yellow. In this row, the "Theme" column contains the value "2" and the "Wide Screen Background Image" column contains the value "Yes".

User Id	Theme	Wide Screen Background Image
<input type="checkbox"/>	ACCOUNTS 1	No
<input type="checkbox"/>	BIGHILL 1	No
<input checked="" type="checkbox"/>	CAFE 2	Yes
<input type="checkbox"/>	CAFEREST 1	No

When accessing POS, enter CAFÉ or RESTAURANT User Id password, not your personal user password.

Debtor	Sales Rep	Postcode
CDS		
BRUCE	Bruce Davies	
LOZ	Lorraine	
NICK	Nick Cugura	

# Sales (cont'd)

## Specify 6 More Printers In Restaurant

System parameters “C/Door: POS, Kitchen/Bar Printer 7...12” have been introduced.

Specify which printers are to be used for each *non-stock item* and *stock group*.

POS checks for printer setting against Debtor first.

### Benefit

- When system parameter “Acc/Rec: Stationery Settings On Debtors” is set to Yes, up to 12 printers can now be recorded against a Debtor
- Required for large restaurants with many zones.

Accounts Receivable Maintenance  
**Debtor Additional Details**  
Stock Reference Maintenance  
**Stock Groups**  
Sales Administration  
**Import Non-Stock Details**  
Cellar Door Sales  
**POS**

Ezy-Debtor Additional Details-Ezy Wines

Debtor: CDS-CAFE Alias CAFE  
Name: Winery Cafe

Stationery Parameter	Override Parameter	Current Setting
<input type="checkbox"/> C/Door: POS, Printer	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 1	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 2	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 3	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 4	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 5	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 6	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 7	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 8	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 9	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 10	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 11	Yes	
<input type="checkbox"/> C/Door: POS, Kitchen/Bar Printer 12	Yes	

Ezy-Non-Stock Items-Ezy Wines

Class: BEV-HOTCHOCO  
Name: Hot Chocolate  
Unit: CUP  
Discount: No  
GL A/C: 10-040 Sales - General/Merc  
Price: 3.3000  
Active: Yes  
Alc. Type:   
GST Supply: Taxable - 10.00%

POS Kitchen/Bar Printer

ADM	No
CKIT	No
CBAR	Yes
DYMO	No
EM	No
EZY	No
LABW	No
NICK	No
PICK	No
FILE	No
FOYR	No
HPDU	No

Ezy-Stock Groups-Ezy Wines

Group	Name	POS Access	Active
FOOD	Meals in Cafe/Restaurant	Yes	Yes

VINTAGE CATEGORY REGION VARIETY ALC %

POS Kitchen/Bar Printer

ADM	No
CKIT	Yes
CBAR	No
DYMO	No
EM	No
EZY	No
LABW	No
NICK	No
PICK	No
FILE	No
FOYR	No
HPDU	No