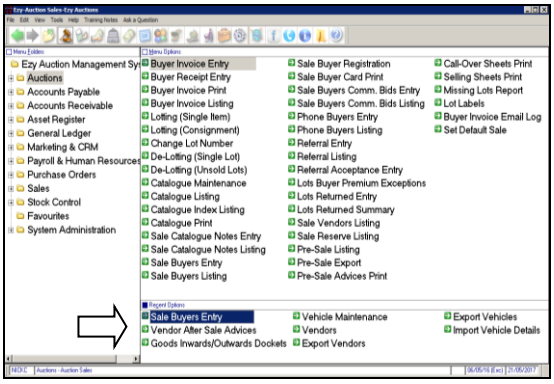
Ezy Systems

EzyAuction.News May 2017

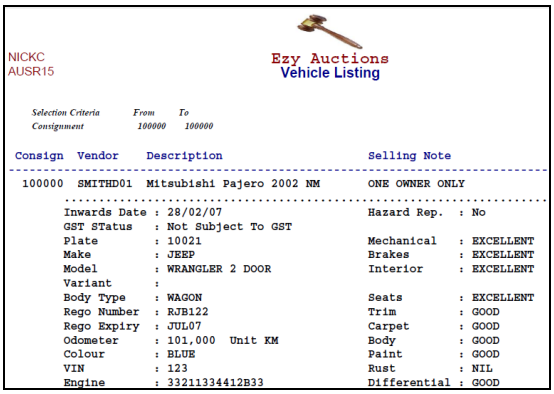
Recent Menu Options

The last 8 menu options accessed are now stored on logging out. When you next log in, the last 8 options accessed will be displayed and can be selected without having to navigate menus.



Customise Standard Reports

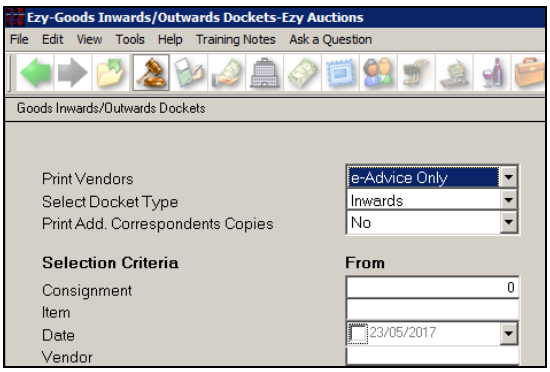
Standard reports can be customised to include different fonts, colours and logos.



Please refer to the Overview training notes for more information.

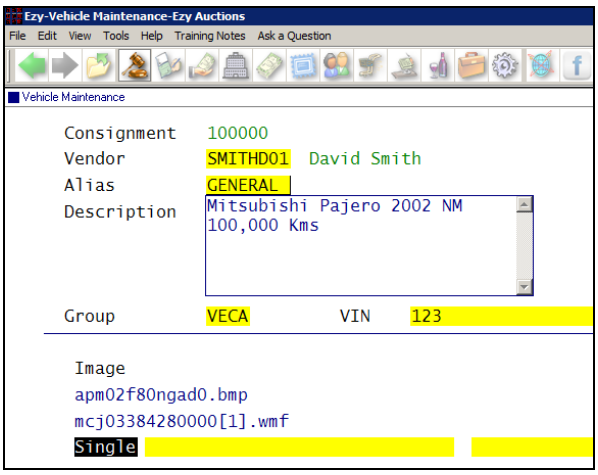
Bulk Email Inward & Outward Dockets

"Print Vendors" prompt has been added to the selection criteria. When *e-Advice Only* is specified and the email printer is selected, an email will be sent to each Vendor flagged for e-Advice.



Select Range Of Images

Image prompt has been introduced with scroll list options *Single* and *Range*. On selecting *Range*, specify the range of images to be inserted.

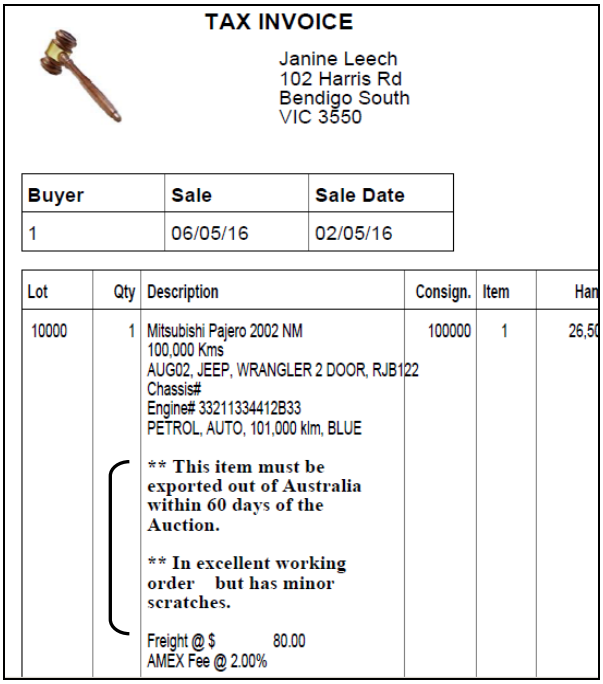


Buyer Invoice Export Warning

If an item or vehicle has been flagged for export, a warning message can be displayed on the Buyer invoice.

Buyer Invoice Condition Report

Unlimited item and vehicle condition details can be recorded & shown on Buyer invoice.



Website Synchronisation

EzyAuction can also maintain a SQL database which includes sales, items and vehicle details, which can be automatically uploaded to your website.

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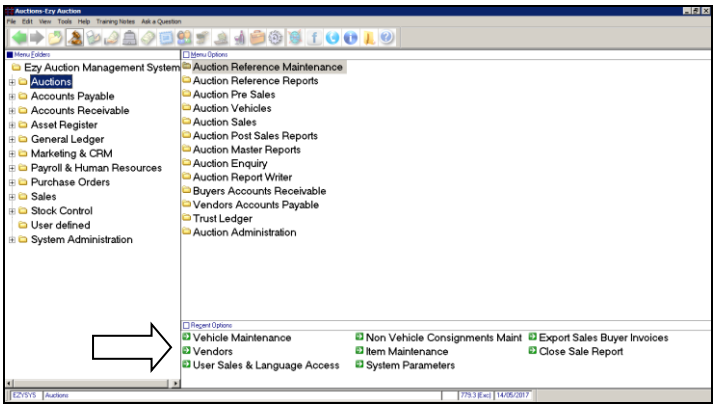
General

Retain Last 8 Menu Options

On exiting the software, the last 8 menu options accessed will be stored. On logging in again, these options will be displayed at the bottom of the screen.



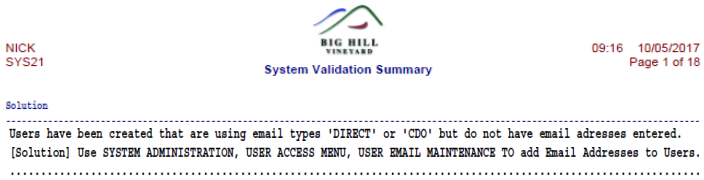
Benefit

- Save time.

System Validation Checks Bulk Email Setup

Users flagged as DIRECT or CDO need to have an email address recorded against them in the User Access, User Email option.

DIRECT is the most common setting if you are sending bulk emails such as payslips, sales invoices, remittance advices, statements, etc.



Benefit

- Ensure that bulk emailing will work properly in all modules.

System Administration
System Validation Summary

Auction

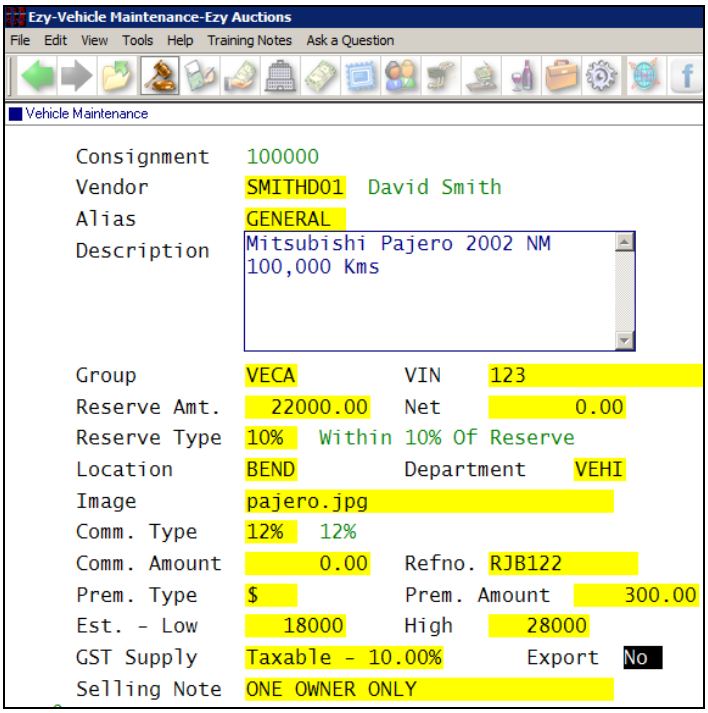
Export Only Invoice Text

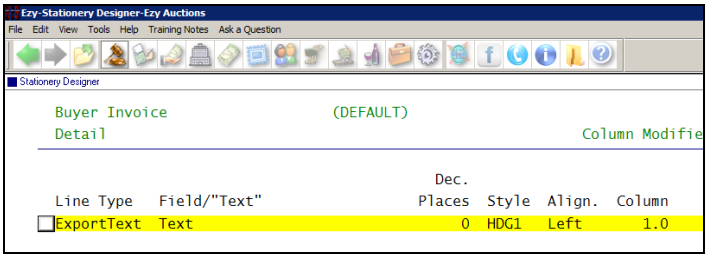
'Export' has been added and defaults to No.

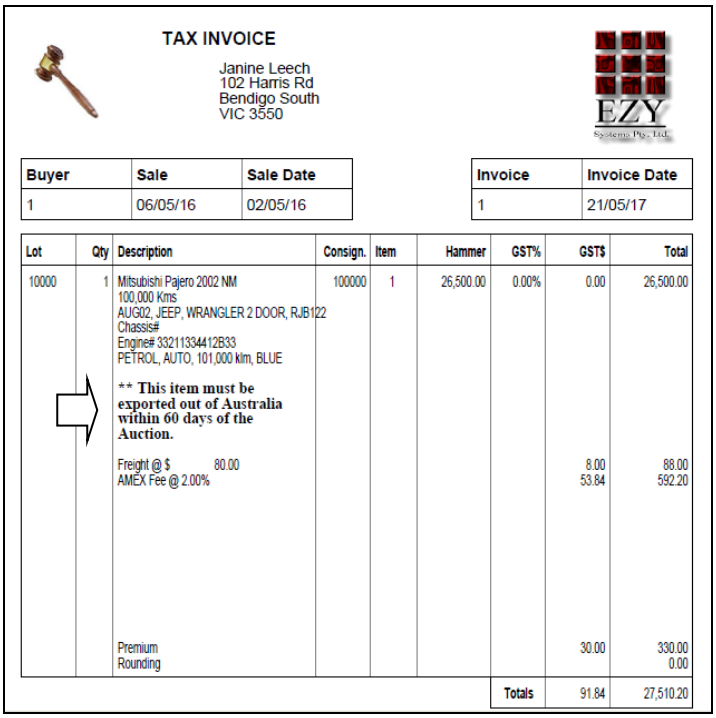
Benefit

- Highlight that item/vehicle must be exported out of Australia.

Auction Reference Maintenance
Export Only Invoice Test
Auction Sales
Catalogue Maintenance
Buyer Invoice Print
Auction Vehicles
Vehicle Maintenance
System Administration
Stationery Designer







TAX INVOICE

Janine Leech
102 Harris Rd
Bendigo South
VIC 3550

Buyer	Sale	Sale Date
1	06/05/16	02/05/16

Invoice	Invoice Date
1	21/05/17

Lot	Qty	Description	Consign.	Item	Hammer	GST%	GST$	Total
10000	1	Mitsubishi Pajero 2002 NM 100,000 Kms AUG02, JEEP, WRANGLER 2 DOOR, RJB122 Chassis# Engine# 3321133441 2B33 PETROL, AUTO, 101,000 klm, BLUE ** This item must be exported out of Australia within 60 days of the Auction.	100000	1	26,500.00	0.00%	0.00	26,500.00
		Freight @ $ 80.00					8.00	88.00
		AMEX Fee @ 2.00%					53.84	592.20
		Premium					30.00	330.00
		Rounding						0.00
						Totals	91.84	27,510.20

Auction (Cont'd)

Condition Invoice Text

New menu option.

Ezy-Condition Invoice Text-Ezy Auctions

File Edit View Tools Help Training Notes Ask a Question

Condition Invoice Text

Condition	Description
GREAT	Great - No Issues
MINOR-ISSUES	Minor Surface Issues
NON-RUNNING	Non Running - Not Serviceable

Ezy-Condition Invoice Text-Ezy Auctions

File Edit View Tools Help Training Notes Ask a Question

Condition Invoice Text

Condition MINOR-ISSUES

Description Minor Surface Issues

Invoice Text

** In excellent working order but has minor scratches.

Ezy-Vehicle Maintenance-Ezy Auctions

File Edit View Tools Help Training Notes Ask a Question

Vehicle Maintenance

Consignment 100000

Vendor SMITHD01

Alias

Description Mitsubishi Pajero 2002 NM 100,000 Kms

Group VECA VIN 123

Reserve Amt. 22000.00 Net 0.00

Reserve Type 10% Within 10% Of Reserve

Location BEND Department VEHI

Image pajero.jpg

Comm. Type 12% 12% Condition MINOR-ISSUES

Comm. Amount 0.00 Refno. RJB122

Prem. Type $ Prem. Amount 300.00

Est. - Low 18000 High 28000

GST Supply Taxable - 10.00% Export Yes

Selling Note ONE OWNER ONLY

Ezy-Stationery Designer-Ezy Auctions

File Edit View Tools Help Training Notes Ask a Question

Stationery Designer

Buyer Invoice (DEFAULT)

Detail Column Modified

Line Type	Field/"Text"	Dec. Places	Style	Align.	Column
ExportText	Text	0	TB	Left	14.0
CondtnText	Text	0	TB	Left	14.0

Benefit

- Record extra condition description to appear on Buyer Invoice.

Auction Reference Maintenance
Condition Invoice Text
Auction Sales
Catalogue Maintenance
Buyer Invoice Print
Auction Vehicles
Vehicle Maintenance
System Administration
Stationery Designer

TAX INVOICE

Janine Leech
102 Harris Rd
Bendigo South
VIC 3550

EZY Systems Pty. Ltd.

Buyer	Sale	Sale Date
1	06/05/16	02/05/16

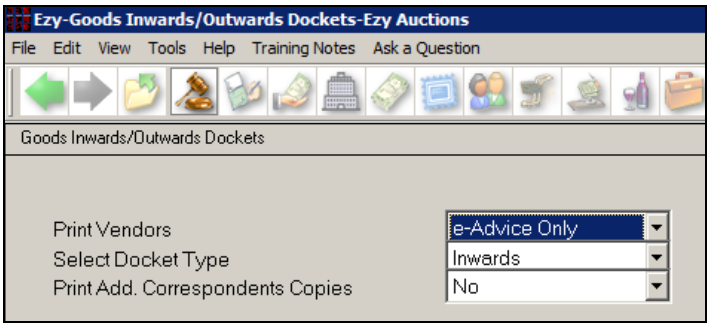
Invoice	Invoice Date
1	22/05/17

Lot	Qty	Description	Consign.	Item	Hammer	GST%	GST$	Total
10000	1	Mitsubishi Pajero 2002 NM 100,000 Kms AUG02, JEEP, WRANGLER 2 DOOR, RJB122 Chassis# Engine# 33211334412B33 PETROL, AUTO, 101,000 klm, BLUE ** This item must be exported out of Australia within 60 days of the Auction. ** In excellent working order but has minor scratches.	100000	1	26,500.00	0.00%	0.00	26,500.00
		Freight @ $ 80.00					8.00	88.00
		AMEX Fee @ 2.00%					53.84	592.20

Auction (Cont'd)

Bulk Email Inward & Outward Dockets

"Print Vendors" prompt has been added to the selection criteria. When *e-Advice Only* is specified and the email printer is selected, an email will be sent to each Vendor flagged for e-Advice.



Benefit

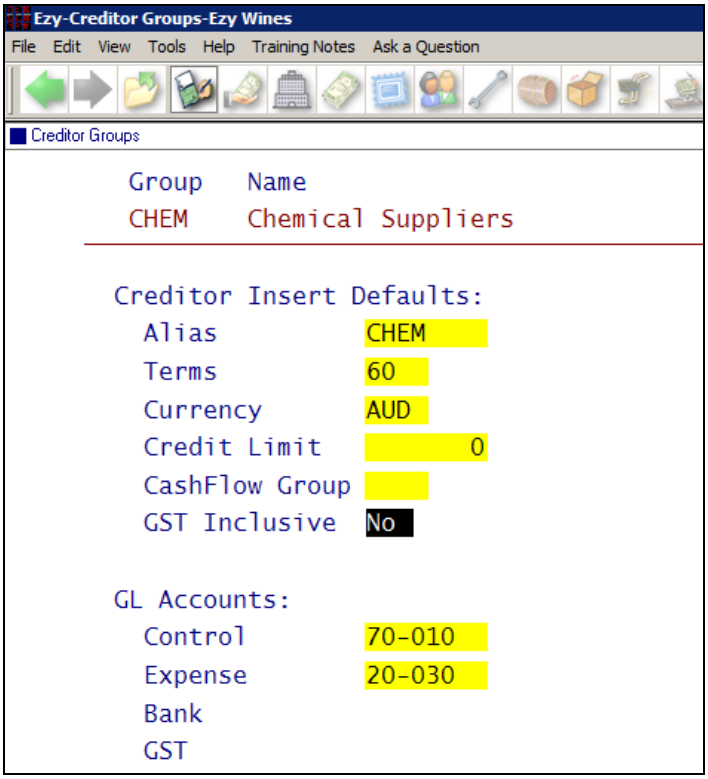
- Send emails in bulk
- Save a lot of time.

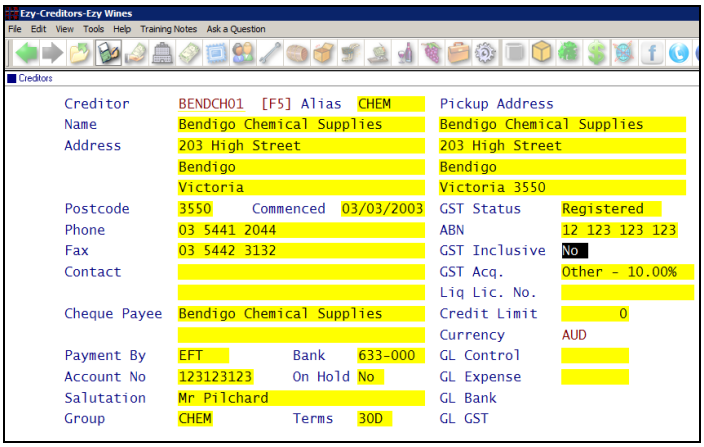
Auction Pre Sales
Goods Inwards/Outwards Dockets

Accounts Payable

Creditor Default GST Inclusive

'GST Inclusive' has been added to Creditor Groups and is the default used when inserting Creditors.





Benefit

- Ensure that correct default is applied on creating Creditors
- Hopefully, minimise errors.

Accounts Payable Maintenance
Creditors
Creditor Groups
Accounts Payable Reports
Creditor Groups

Creditor Ledger & History Reference Selection

Reference has been added to the selection criteria.

Benefit

- Search for a specific reference such as a purchase order no.

Accounts Payable Reports
Creditor Ledger
Creditor History
Export Creditor Ledger

Accounts Receivable

Export Debtor Default Location Selection

'Default Location' has been added to the selection criteria, which is the default location recorded against Debtors.

Benefit

- Export Debtors that receive stock from a specified location (warehouse).

A/R Administration
Export Debtor Details

Debtor Ledger & History Reference Selection

Reference has been added to the selection criteria.

Benefit

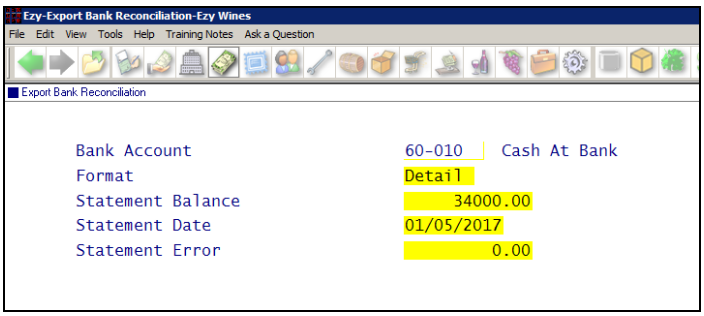
- Search for a specific reference such as a sales invoice no.

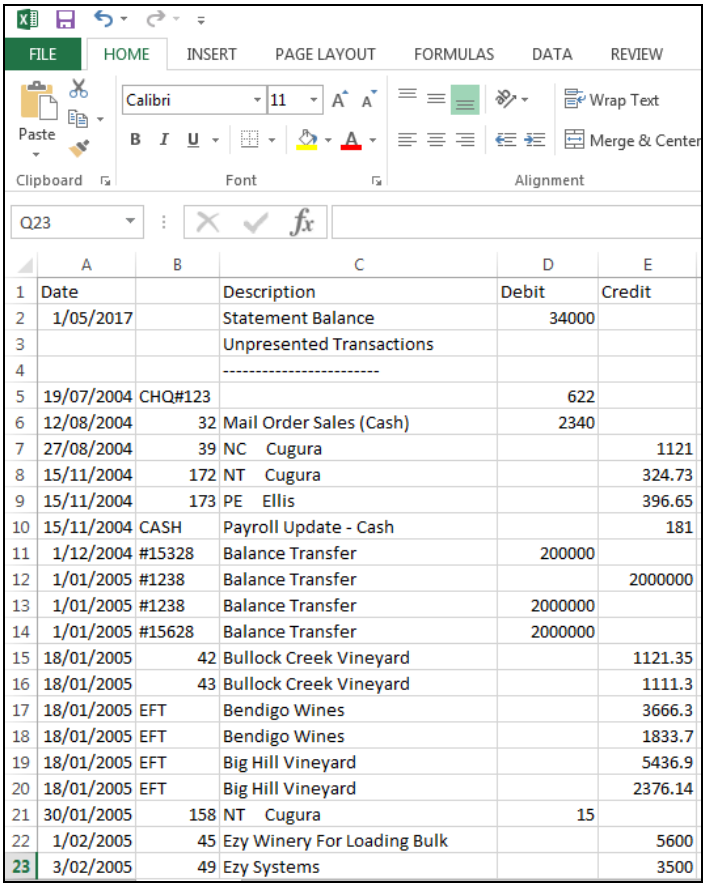
Accounts Receivable Reports
Debtor Ledger
Debtor History
Export Debtor Ledger

General Ledger

Export Bank Reconciliation

New menu option.





	A	B	C	D	E
1	Date		Description	Debit	Credit
2	1/05/2017		Statement Balance	34000	
3			Unpresented Transactions		
4			----------		
5	19/07/2004	CHQ#123		622	
6	12/08/2004	32	Mail Order Sales (Cash)	2340	
7	27/08/2004	39	NC Cugura		1121
8	15/11/2004	172	NT Cugura		324.73
9	15/11/2004	173	PE Ellis		396.65
10	15/11/2004	CASH	Payroll Update - Cash		181
11	1/12/2004	#15328	Balance Transfer	200000	
12	1/01/2005	#1238	Balance Transfer		2000000
13	1/01/2005	#1238	Balance Transfer	2000000	
14	1/01/2005	#15628	Balance Transfer	2000000	
15	18/01/2005	42	Bullock Creek Vineyard		1121.35
16	18/01/2005	43	Bullock Creek Vineyard		1111.3
17	18/01/2005	EFT	Bendigo Wines		3666.3
18	18/01/2005	EFT	Bendigo Wines		1833.7
19	18/01/2005	EFT	Big Hill Vineyard		5436.9
20	18/01/2005	EFT	Big Hill Vineyard		2376.14
21	30/01/2005	158	NT Cugura	15	
22	1/02/2005	45	Ezy Winery For Loading Bulk		5600
23	3/02/2005	49	Ezy Systems		3500

Benefit

- Allows for further reporting using MS Excel.

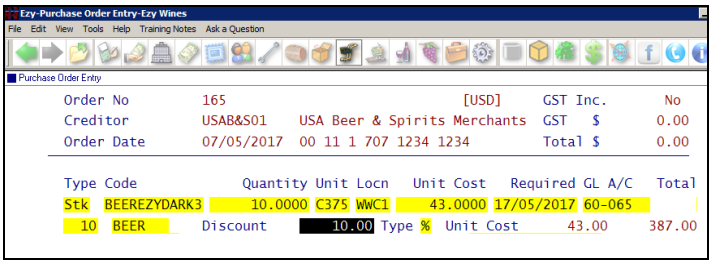
Bank Reconciliation
Export Bank Reconciliation

Purchase Orders

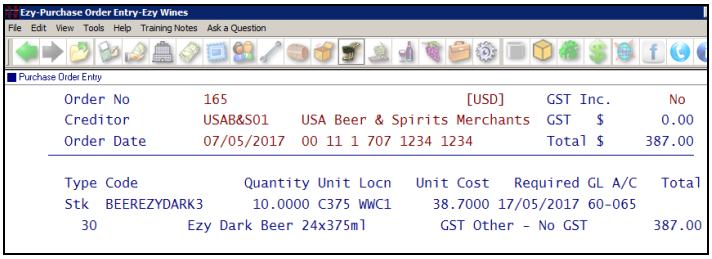
Purchase Order Entry Discount Calculation

The following system parameter determines whether a discount amount or % can be recorded when entering a purchase order. On specifying a discount, the unit cost is changed accordingly.

P/Orders: Entry, Allow Discount.



On speciying 10% discount in the example shown, the unit cost is changed from $43 to $38.70.



Benefit

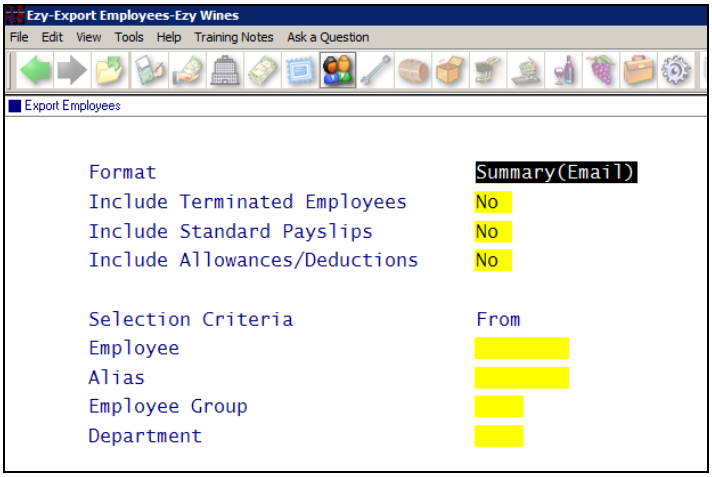
- Ability to enter $ or % discount and new cost to be calculated.

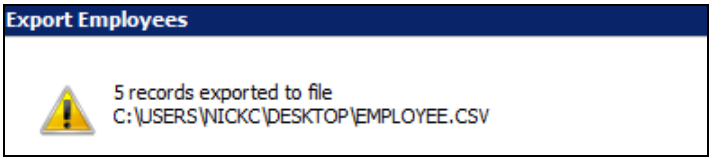
P/Orders Operations
Purchase Order Entry

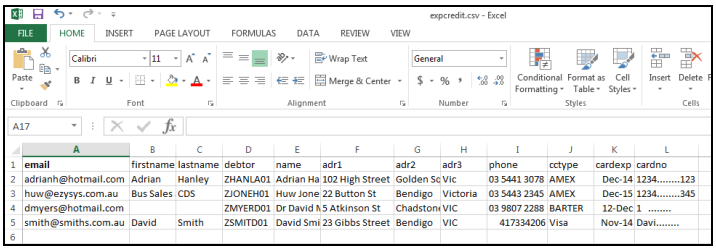
Payroll

Export Employee Email Addresses

'Format' and 'Include Terminated Employees' prompts have been added to the selection criteria.







	email	firstname	lastname	debtor	name	adr1	adr2	adr3	phone	cctype	cardexp	cardno
1	email	firstname	lastname	debtor	name	adr1	adr2	adr3	phone	cctype	cardexp	cardno
2	adrianh@hotmail.com	Adrian	Hanley	ZHANLA01	Adrian Ha	102 High Street	Golden Sc	Vic	03 5441 3078	AMEX	Dec-14	1234.....123
3	huw@ezysys.com.au	Bus Sales	CDS	ZIONEH01	Huw Jone	22 Button St	Bendigo	Victoria	03 5443 2345	AMEX	Dec-15	1234.....345
4	dmyers@hotmail.com			ZMYERD01	Dr David N	5 Atkinson St	Chadstone	VIC	03 9807 2288	BARTER	12-Dec	1 .....
5	smith@smiths.com.au	David	Smith	ZSMITD01	David Smi	23 Gibbs Street	Bendigo	VIC	417334206	Visa	Nov-14	Davi.....
6												

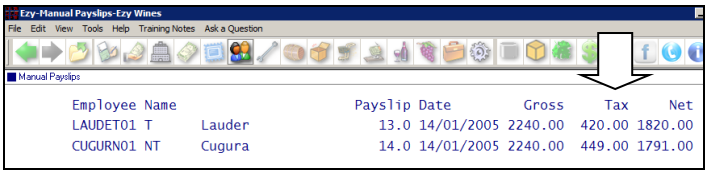
Benefit

- Easily produce a file containing employee personal email addresses
- Alternatively, MS Word mailmerge can be utilised to produce letters and print employee address on envelopes.

Payroll Administration
Export Employees

Manual Payslips Gross, Tax & Net Shown

Gross, Tax and Net now displayed on first screen.



Benefit

- Easily identify casual employees who have hours recorded.

Payroll Operations
Manual Payslips

Import Inactive & Seasonal Employees

Employees with Type of 'Season' or 'Inactive' can now be imported.

Benefit

- Ability to copy all types of employees from one company to another, if required.

Payroll Administration
Import Employees

Stock Control

Stock-Take Update Not To Preload User Id

The following system parameter has been introduced to determine whether the Stock-Take Update option will preload the user's id on the selection criteria.

Stock: Stock-Take Upd., Preload User Id.

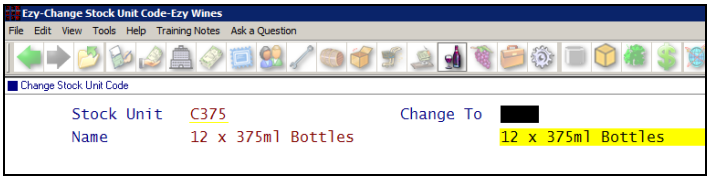
Benefit

- On setting this parameter to No, any user can update the stock-take.

Stock-Take
Stock-Take Update

Change Stock Unit Code

New menu option allowing you to change every occurrence of a UOM code throughout the system.



Benefit

- Save a lot of time
- Allow you to easily introduce a new coding convention for UOM.

Stock Administration
Change Stock Unit Code

Sales

Sales Rep Label

Labels (Sales Rep) has been added to the stationery designer.

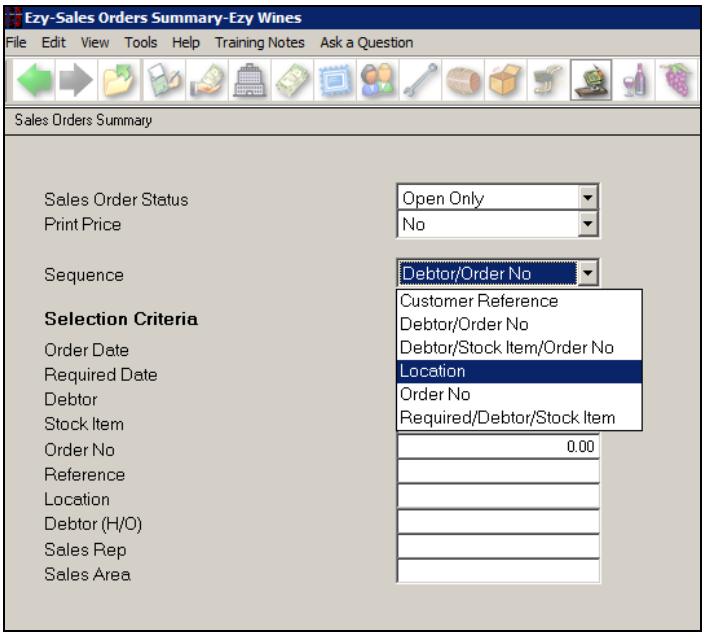
Benefit

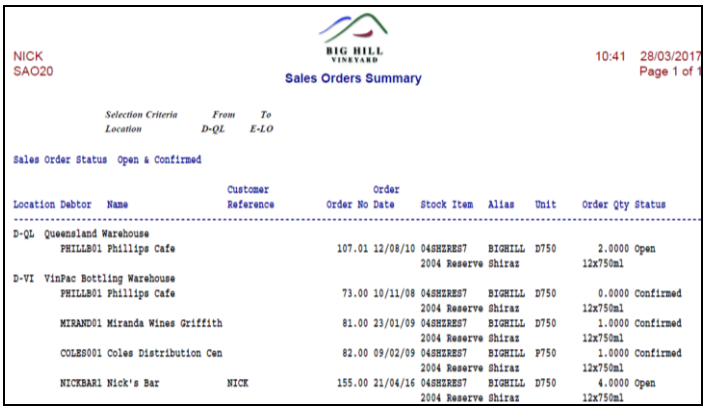
- Produce customised sale rep label that can be scanned to load rep when using POS to minimise errors.

Sales Reference Reports
Sales Rep Labels
System Administration
Stationery Designer

Sales Order Summary By Location

Location has been added to the Sequence options.





Benefit

- Report open and confirmed sales orders by warehouse location.

Sales Orders
Sales Orders Summary