

Know-How: Sage50 2015 – Advance Print Control

CURRENT:

It is very rigid where first print is original copy and subsequent print is duplicate copy – no allowance for genuine mistake made including paper jam and wrong report format selected

User can still make changes to the entry as long as it is still in Open status and reprint.

Therefore, new enhancement will be implemented based on the following reasons:

- i. The reprint will carry the watermark Duplicate Copy and is supposed to be a replicate of the original copy with all details intact
- ii. Allowing changes to the Open status entry after the first [original] print will risk having discrepancies [changed] of details in Duplicate Copy against Original Copy and this is against GST ACT.

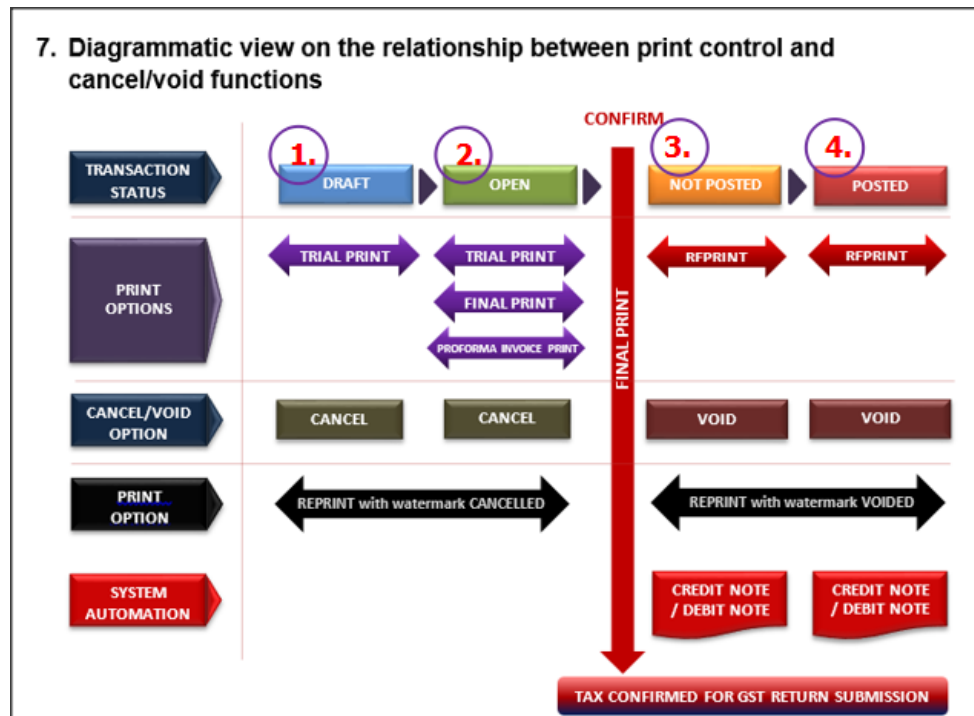
ENHANCEMENT:

The current print control is enhanced to incorporate following flexibility and control:

- i. Able to print the document multiple times for checking and verification under Trial Print option until a FINAL print is executed. At this point, invoice number will not be printed because it is not a final print copy
- ii. As long as the entry is in Open status changes can still be made on the entries for trial print checking
- iii. When Final Print is executed, message will be prompted to alert user in confirming the print out is correct and in order before system sets the entry to non-editable. At this point, Invoice Number will be printed as it is supposedly the final print copy.

Solution:

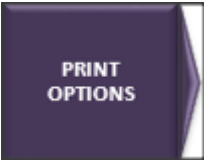






Relationship between Transactions status and Print Control









1. Transaction Status [Draft]

Feature	Functionality/Availability
Change/Edit	<ul style="list-style-type: none"> - CAN edit transaction
	<ul style="list-style-type: none"> - Only allowed trial print for the draft document - No limit for printing. - No document number will be assigned for the draft document
	<ul style="list-style-type: none"> - Cancel button enabled - Status of cancelled document will be updated to “CANCELLED” - No effect on document number as it has not been assigned - Changes not allowed for the cancelled bill
	<ul style="list-style-type: none"> - Watermark [CANCELLED] will be shown when reprint of cancelled document - No limit for printing.
	<ul style="list-style-type: none"> - N/A
Posting	<ul style="list-style-type: none"> - N/A

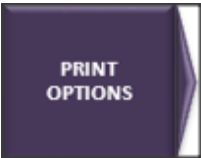





2. Transaction Status [Open]

Feature	Functionality/Availability
<p>Change/Edit</p> 	<ul style="list-style-type: none"> - CAN edit transaction - Allow Trial Print, Final Print and Proforma Invoice Print <p>i. </p> <ul style="list-style-type: none"> - No limit for printing. - No document number will be shown for trial print <p>ii. </p> <ul style="list-style-type: none"> - No limit for printing until “Confirm Final Print” and closed the printing tab <p>iii. </p> <ul style="list-style-type: none"> - Only available on Sales Invoice - No limit for printing
	<ul style="list-style-type: none"> - Cancel button enabled - Status of cancelled document will be updated to “CANCELLED” - Cannot reuse document number - Changes not allowed for the cancelled bill
	<ul style="list-style-type: none"> - Watermark [CANCELLED] will be shown when reprint of cancelled document - No limit for printing
	<ul style="list-style-type: none"> - N/A
<p>Posting</p>	<ul style="list-style-type: none"> i. Purchases <ul style="list-style-type: none"> - Transaction can be posted before or after Final Print ii. Sales <ul style="list-style-type: none"> - Only allow to do posting after Final Print

3. Transaction Status [Final Print]

Feature	Functionality/Availability
<p>Change/Edit</p> 	<ul style="list-style-type: none"> - CANNOT edit transaction - Allow only reprint and Proforma Invoice <p>i.</p>  <ul style="list-style-type: none"> - “Duplicate Copy” will be shown for all reprint documents - No limit for reprinting document <p>ii.</p>  <ul style="list-style-type: none"> - Only available on Sales Invoice - No limit for printing
	<ul style="list-style-type: none"> - Void button enabled - Status of voided document will be updated to “VOIDED” - Cannot reuse document number - Changes not allowed for the voided bill - Transaction will be posted automatically after void
	<ul style="list-style-type: none"> - Watermark [VOIDED] will be shown when reprint of voided document - No limit for printing.
	<ul style="list-style-type: none"> - Related CN/DN will be generated automatically after void - Click on View Related Document to check for auto generated CN/DN - Auto generated CN/DN are not allow to void
<p>Posting</p>	<ul style="list-style-type: none"> - Post button enabled

4. Transaction Status [Posted]

Feature	Functionality/Availability
<p>Change/Edit</p> 	<ul style="list-style-type: none"> - CANNOT edit transaction - Allow only reprint and Proforma Invoice <p>iii. </p> <ul style="list-style-type: none"> - “Duplicate Copy” will be shown for all reprint documents - No limit for reprinting document <p>iv. </p> <ul style="list-style-type: none"> - Only available on Sales Invoice - No limit for printing
	<ul style="list-style-type: none"> - Only allow to void at Journal Entry screen - Status of voided document will be updated to “VOIDED” - Cannot reuse document number - Changes not allowed for the voided bill -
	<ul style="list-style-type: none"> - Watermark [VOIDED] will be shown when reprint of voided document - No limit for printing.
	<ul style="list-style-type: none"> - Related CN/DN will be generated automatically after void - Click on View Related Document to check for auto generated CN/DN - Auto generated CN/DN are not allow to void

*** The End ***