SERVICE PACK 40

Chreos

Application	Chreos 3
Service Pack	40
Requirements	Service Pack 39 (SP39)
Warnings	All users of Chreos plug-ins (excluding Apparel) should check with Chreos support before installing this service pack.

Overview

After many years of Chreos using a database called BDE, Chreos changed to using Firebird in service pack 40. This will allow Wild Software to add even more new features and it will also increase the stability and performance of Chreos. If a more technical explanation of what this means is required please contact a member of the support team.

Service pack 40 has been a progressive release over the last year with many sub-releases. Depending on what version of SP40 you are using you may not have all of the features in this information sheet. The latest version of SP40 is available from www.chreos.com which can be accessed from "Help | About" in Chreos by clicking the 'Chreos Downloads Page' link.

Please note that this information sheet is not an exhaustive document of the new features and changes in service pack 40. The main points have been identified and many of the smaller ones have been excluded in an aim to keep this information sheet readable.

Important

- A backup should be made before running this service pack.
- This service pack can not be installed without the assistance of Chreos support staff if moving from SP39.
- As service packs may install new software you should be logged in as a user who has sufficient security rights to do so. If you are unsure you should log in as either Administrator or someone with Administrator privileges.
- Service packs rebuild the data and run a full data management for all companies supported by ChreosServer. Because of this the length of time that the process takes can be significantly reduced by first removing any practice companies.

New Screens

- Three new tab pages have been added to "Creditor Management". These are "Extra", "Profile" and "Items". '"Extra" and "Profiles" work in the same way as the tab pages with the same name in “Client Management”. “Items” lists all of the items that the selected creditor can supply. Refer to the “Creditors | Creditor Management” section of this information sheet for further details.

- A “Creditor Allocation” screen has been added under “Creditors | Allocation”. This works in the same way as “Clients | Allocation” including the changes made with this service pack. Refer to the “Clients | Allocation” section of this information sheet. This screen allows selection of a creditor and displays any transactions that are not allocated.
- A new <Shift>, <Alt> and <F2> screen has been added to stock management. This can be triggered only while in this screen. This allows a date to be selected and the ‘Region’, ‘Location’, ‘Cost’ and ‘Quantity in Stock’ for that date will be displayed.
- A new “Sales History” screen is available. This screen displays current, future and the last 12 months (broken down) sales ‘Quantity’, ‘Gross Value’ and ‘Net Value’ for the selected item. It also shows quarterly sales for the ‘Last 12 Months vs. the ‘Previous 12 Months’. The screen can be opened from….

  The [Sales History] button in “Stock Management | Stats”.

  The [Sales History] button on the “Items Supplied By…” screen accessed by the [Grid Entry] button on “Creditors | Place Order With Supplier | Filters | Supplier Filter”.

  By right-licking an item in “Clients | Order”, “Clients | Packing Slip” and “Clients | Invoice” and selecting ‘Sales history’.

  Note: Further functionality will be added to this screen in SP41.
- Users can now fully customise some general ledger reports from the new tab page in “General Ledger Management” called “Reporting”. Refer to the “General Ledger | General Ledger Management” section of this information sheet for details.
- A new exporting screen for general ledger transactions has been created. This is found at “Tools | Export | General Ledger Transactions”. This allows general ledger transactions to be exported in .csv format. These can then be imported into another copy of Chreos or another package. Transactions can be marked as exported to avoid being re-exported. A number of selection methods are available.
- A new importing screen for general ledger transactions has been created. This is found at “Tools | Import | General Ledger Transactions”. This allows general ledger transactions to be imported in .csv format or directly from another copy of Chreos.
- A new screen is available at “Maintenance | Foreign Currency | Management”. This screen allows users to maintain currencies for suppliers and accounts (not the local currency) with an exchange rate of up to six decimal places. The Currency the system uses defaults to ‘local currency’. The local currency name and abbreviation is defined in “Maintenance | Setup | System | General | Company”. “Foreign Currency Management” will be fully implemented for the “General Ledger” and “Creditor” modules in SP41.

- Foreign currency statistics are now available from the new screen “Maintenance | Foreign Currency | Statistics”. The “Full History” tab page shows all movements for the selected currency. The “Last 12 Months” tab page displays a graph showing the average rate for the currency for each month over the last year.

General

- The “Tools | Send Message” screen has been updated. Users may now click reply to reply to the sender of a message they have just received. Text may be spell checked before it is sent.
- Multiple copies of Chreos Client may now run on one computer. Previously only one copy of Chreos Client could run at a time. This was associated with the Database system being used but now that Chreos uses the Firebird database as many copies of Chreos Client as required may be run at one time. Chreos user licensing specifies the number of copies permitted to run at one time. Two copies on one machine use up two ‘users’.
- The “Maintenance | Advanced | Transaction Viewing” screen now shows the most recent transactions at the top. This avoids the need to jump to the bottom of the list to see the most recent transaction.
- Users no longer need to hold down the ‘Ctrl’ key when they want to resize a grid column.
- In the past, with some ISP providers, email may have been successfully sent with an incorrect sender email address. In many cases this is no longer true. Due to the amount of SPAM email on the Internet many ISP will delete emails that are sent from a non-existent email address. Chreos can not alert you of this fact as the deletion occurs while the email is traversing the Internet. The email will NOT be received by the recipient. Be sure to check that emails sent are being received from time to time.
- Previewed reports now default to ‘Page width’ sizing instead of 100%. Users can now open more than one report at a time. It is possible to have reports open and close the report screen. This means reports can be left open while other activities take place.
- New order priority functionality has been added to the Clients and Creditors modules. This allows the user to connect a priority number with each line on a client order and in “Clients | Client Orders | Order Completion” as stock is received orders can be filled according to where they come in the priority listing. The priority works as follows:

    1. Order lines where the order priority number is 0 have the least priority. As the order priority number increases the priority of the ordered item increases.
    2. If two ordered items have the same priority number the item with the oldest ‘Not Before' date has the higher priority.
    3. If two ordered items have the same priority number and the same ‘Not Before’ date the sequence the orders were entered in, regardless

of the entry date given, is used, with the earliest order getting higher priority.

This formula can be customised for all licenced companies supported by the one instance of ChreosServer. Examples of customisation could include where specific clients are to always receive highest priority or where the ‘Not Before’ date is not to be considered. Please contact Chreos support staff for customisation.

Please refer to the “Order Priority” information sheet for more information on order priority.

Clients

General

- The size of the ‘Client Code’ field has been expanded. It may now store up to 20 characters.
- “Client Search” now returns clients sorted by name.
- The “Journal” screen now allows a note to be entered with each transaction. This is done by clicking the [Note] button (bottom left) or pressing <Ctrl> and <Insert>. Notes may be up to 4096 characters long. This text may be viewed in “Client Management | Links”.
- In “Convert | Packing Slip to Invoice” there is now a combo with the following ordering options for the packing slips; ‘Order by Client Code’, ‘Order by Client Name’ or ‘Order by Slip #’.
- The “Hold | View Items on Hold” screen now shows the ‘Client Order #’ and the (Chreos) ‘Order #’.
- Multiple recurring invoices can now be processed early using multi-select.

Client Management

- In “Documents” there are now two new buttons available when viewing an order. Clicking the [?] ‘Show / Hide Expected Availability’ button causes the bottom of the grid to change to show supply details for the item selected. This shows various details for each supplier order for that item including the ‘Earliest Ship’ date.

  The ‘View / Edit Priority’ button (image of a 1, 2, 3 list) opens the “Item Orders in Priority Order” screen. This screen displays a list of all items for the selected item in priority order. The selected order for that item will be highlighted and the priority for any order line can be changed.
- Transaction notes in “Links” may be viewed, edited and added where applicable.
- ‘Point of Sale (POS) Transactions’ is now an option in the ‘View’ combo in “Activities”. When selected POS transactions for the selected client will display. Further details of the selected transaction will be displayed on the “Documents” and “Links” tab pages. Details of the sale including stock items, payment methods, staff member and terminal are displayed.

- In “Activities” the staff member who entered an order or packing slip is now displayed. There is a ‘Staff Member’ column to the right-hand side.
- Transactions listed in “Activities” now default to showing newest first. This may be changed to show oldest first in “Maintenance | Setup | Local Computer | Clients”.
- Notes entered on the “Notes” tab page are no longer restricted to 254 characters. They may now contain up to 4096 characters (around an average A4 page).
- Text fields in “Extra” can now be up to 4096 characters long, it was previously restricted to 256. The memo type is no longer available as the text field handles text almost as well and offers better performance. Any memo fields in your data will be changed to a text field.
- Images and files stored in “Extra” are now loaded into the database. Double clicking a file name or image or clicking the […] button next to it while in browse mode will prompt to open or save the file. Saving the file allows the file to be extracted to the user’s machine. Opening the file extracts it to a temporary directory and opens the application associated with that file type. Double clicking while in edit mode allows the file to be cleared from the database or replaced by another file.

Allocation

- This screen has been updated to allow the user to resize the display grids. The performance of this screen should be significantly faster for sites with very large amounts of data.
- The following display options have been added under the heading ‘Client Display:

    ‘All Clients’ – Allows selection of any client in the system.

    ‘Allocation possible’ – Allows selection of only clients who have transactions that can be allocated.

    ‘All Transactions may be Allocated’ – Only displays clients where all un-allocated transactions may be totally allocated to other transactions.
- The Following order options have been added under the heading ‘Sort Transaction Display By’:

    ‘Date (Oldest First)’ – This is the default.

    Date (Newest First)’

    ‘Unalloc Amt (Ignore Negatives)’ – Shows transactions numerically ignoring any negative signs e.g. 5, 6, -6, 7, 8, -9, 10 etc
- ‘Unalloc Amt’ – Shows transactions numerically e.g. -9, -6, 5, 6, 7, 8, 10 etc

Order, Packing Slip & Invoice Entry

- Discounting now supports stock bin discounts with fractional quantity breaks.
- The ability to paste data from Excel is now available. The data is entered by copying cells in Excel, right clicking the grid and selecting ‘Paste From Excel’. This provides a quick and easy way to enter data from

spreadsheets and is particularly useful for entering data from another system. Data must be in two columns, the first containing the ‘Item Code’, ‘Item Code 2’ or ‘Itemref’. The second column must contain the quantity.

- Users can now specify the default number of days after the current date that the ‘Deliver by’ date defaults to. This can be set in “Maintenance | Setup | Local Computer | Clients”.
- Users may now specify how the initial ‘Date’ is determined. It may be either the standard Chreos client date or the system (computer) date. This is selectable in “Maintenance | Setup | Local computer | Clients”.
- Right clicking on the item list now gives an option of previewing information about a selected item (this is the same report as the one in “Stock Management”) or previewing the entire transaction. These options are only available if customised reports have been configured in “Maintenance | Printing Setup”.
- A note can be entered with each transaction for invoices only. This is done by clicking the [Note] button (bottom left) or pressing <Ctrl> and <Insert>. Notes may be up to 4096 characters long. This text may be viewed in “Client Management | Links”.
- Previously when entering new orders the ‘Quote’ checkbox defaulted to unticked which meant ‘not quoted’. Users can now specify the default for this screen in ‘Maintenance | Setup | System | Modules | Clients | General’ – there is now an ‘Orders – Pricing Defaults to ‘Quote’’ checkbox.
- When placing orders the user may specify a priority. This defaults to 1 but may be any value from 0 to 65000. The higher the value to greater the priority of this order compared to other orders. This value is applied to each order line entered after it has been set. Each line on an order may have a different priority. These may be edited in the “Edit Item Details” screen (<Ctrl> and <Enter>). When using the “Clients | Order Completion” screen to convert orders, if there is insufficient stock available orders with the higher priority will be filled first. For all other places to convert orders the user will have the choice.

Order Completion

- Only one user may access this screen at a time. This prevents multiple users opening the screen and converting the same orders to packing slip or invoice. This screen also now shows a progress bar while converting orders.
- There is now a prompt that asks the user if they want to complete all orders or a subset. This subset includes the following options; ‘Category’, ‘Location’, ‘Make’, ‘Maker’, ‘Drop-Down 1’ and ‘Drop-Down 2’. The last four fields are set up in “Maintenance | Setup | System | Modules | Stock | General’ and all have user-definable names. If they are not set up then they will not appear as a filter option in “Order Completion”.
- Orders are now filled based on the new order priority. Due to this items that previously did not show (due to a ‘not before’ date) may now show. Such items may now be allocated goods.

- When invoicing items if a freight item is configured in “Stock | Stock Linking” Chreos will now prompt for whether the user wishes to add freight to the created invoices. If the user clicks [Yes] they are presented with a “Assign Freight to Invoices” screen showing the invoices to be created. The user can manually enter freight on invoices that require it or click [Apply Standard Freight to All Orders] button. A cancel option is also available to cancel conversion of the selected invoice. *Note: The price displayed in the invoice lines preview is the standard system price for the item, not necessarily the price for the item once discounts etc have been considered.*

Profile Maintenance

- A checkbox interface has been added. This allows one or more profiles to be selected. When [Send Email to all Members of this Profile] is clicked and the email created, Chreos will email to everyone in these selected profile/s. Note: Since creditors now also has profiles and can therefore be in the same profile as a client, profile maintenance now prompts with options when emailing. Options are ‘All’, ‘Creditors Only’ or ‘Clients Only’. Only one copy of the email will be sent to any given client/creditor, even if they are in multiple profiles selected.
- When emailing a […] button beside the ‘BCC’ field takes the user the ‘View / Edit Email Address Details” screen. This displays a grid view of the ‘Email’ address, ‘Client Code’ and ‘Client Name’ of all clients that will be sent the email. Emails can be deleted from the list and the list may be printed.

Client Purchases (<Shift> & <F3>)

- The following ordering methods are now available in the ‘Display Order’ combo.

  Most recent (Default)

  Code

  Name

  Staff

  Terminal
- A [Preview] button now allows invoices to be viewed directly from this screen.
- The ‘Show Actual Invoice Description (Instead of Stock Name) For Invoiced Items’ check box changes the view to display the actual text used on the invoice. This is useful for viewing items that are frequently renamed/edited for example text items.
- This screen now displays the ‘Transref’ of each transaction. This makes it easy to find the related transaction in other screen.

Creditors

General

- The size of the 'Creditor Code' field has been expanded. It may now store up to 20 characters.
- "Creditor Search" now returns creditors sorted by 'Creditor Code'.
- The "Creditor Search" screen now searches for only active creditors by default. A check box allows for all creditors to be searched.
- The following supplier selection areas now only allow selection of active creditors:

  Stock Management | Supplier

  Creditor Allocation.

  Creditor Journal.

  Pay Creditors.

  Creditor Summary Invoice.

  Inwards Goods.

  Place Orders with Supplier.

  Summary Inwards Goods.
- "Summary Inwards Goods" and "Summary Invoice" notes may now hold up to 4096 Characters.
- Invoices and credit notes created in "Summary Inwards Goods" may now be printed, previewed and emailed. This is set up in "Maintenance | Printing Setup | Creditors | Inwards Goods | Print/Email".
- Currently "Summary Inwards Goods" and "Summary Invoice" only allow selection of local currency suppliers.
- Foreign currencies for creditors can now be set when a creditor is first entered. Due to the need to store historical information, if a creditor changes currency a new creditor needs to be created for the new currency. Note: Foreign currency will not be fully functional until SP41.
- The "Creditor Purchases" (<Shift> & <F4>) screen now displays the 'Transref' of each transaction. This makes it easy to find the related transaction.
- On the "Confirming" tab page of "Pay Creditors" invoices are now listed by invoice date.

Creditor Management

- In "Document" the 'Name' column now displays the full item name. Previously only the first 30 characters were displayed.
- Creditor orders may now be edited in "Document". Currently the 'Order #', 'Comment' and 'Expected Date' can be edited. The 'Expected Date' applies to the selected item in the grid below. If this is changed and there are multiple order lines, the system prompts the user if they wish to alter the date of all items to the new date.

- Creditor packing slips may now be edited in “Document” when the packing slip is selected on the “Transactions” tab page. Currently only the ‘Packing Slip #’ and ‘Quantity’ may be edited. Packing slip lines may now also be cancelled in this screen.
- Activities listed in “Transactions” now default to showing newest first. This may be changed to show oldest first in “Maintenance | Setup | Local Computer | Creditors”.
- Users can now specify in “Maintenance | Setup | System | Local computer | Creditors” whether a creditor’s figures in “Transactions” is displayed in the local currency or that creditor’s currency (where different). This setting can be overridden by a check box at the bottom of this tab page.
- In “Details” the date creditors were ‘Entered’ into the system is now stored, along with the ‘Last Edit’ (date) and ‘Last Edit Time’.
- “Details” displays the balance owing in both local and foreign currency where a creditor has a currency other than local.
- After editing a foreign currency (in “Maintenance | Foreign Currency | Management”) all local currency outstanding amounts in “Details” are altered to reflect the new exchange rate. A general ledger entry is added to reflect these changes.
- Notes entered in “Notes” are no longer restricted to 254 characters. They may now contain up to 4096 characters (around an average A4 page).
- Notes now may be viewed, edited, added and printed in “Links” when the journal is selected on the “Transactions” tab page where applicable.
- A new tab page called “Extra” has been added on the right-hand side. In “Maintenance | Setup | System | Modules | Creditor | Extra data fields” users can define a large number of new data fields. These can be a large number of data types including new text and graphic fields for pictures. This system functions similar to that already in Stock and Client management screens.
- A “Profile” tab page has been added to “Creditor Management”. Creditors can now be grouped into profiles just like clients.
- A new “Items” tab page shows a list of all items that the selected creditor supplies. This grid may be printed or saved.

Journal

- The creditor’s currency is now displayed next to their balance.
- Once a first creditor is selected only destination GL accounts or creditors with the same currency as that creditor are available for selection for the balancing half of the journal.
- A note can now be entered with each transaction. This is done by clicking the [Note] button (bottom left) or pressing <Ctrl> and <Insert>. Notes may be up to 4096 characters long. This text may be viewed in

Inwards Goods

- Parked “Inwards Goods” transactions now show the creditor’s reference (‘Doc #’) with the creditor’s name to make un-parking a document from a creditor without multiple documents parked easier.
- On the “Main Supplier” tab page notes may now hold up to 4096 Characters.
- “Main Supplier” now has a ‘Costs not part of invoice’ entry field. This allows users to enter a percentage or dollar value which is included in the other cost section of the items bought in (spread evenly across all items). This value is counted towards the stock costs but not towards the debt owed to this supplier. An example of a use for this field is where an invoice for goods arrives but a freight invoice has yet to be received. The freight can be estimated and apportioned to stock and a summary invoice can be entered when the freight invoice arrives. The percentage used will also be the default for the next invoice from this supplier.
- When viewing items on the “Ordered and “Packing slips” tab pages the display can now order by ‘Item type’ (in addition to the current ordering options).
- “Ordered” now features a new selection mode. It now has a tab page with the new “Orders” entry mode and “Items on order” (the original entry mode). The “Orders” tab page displays each order for the selected supplier where one or more items has yet to be received. Double clicking the line, pressing <+> or clicking the arrow in the screen center, moves all remaining order items to the right.
- “Packing slips” now features a new selection mode. It now has a tab page with the new “Packing slips” entry mode and “Items on packing slip” (the original entry mode). The “Packing slips” tab page displays each packing slip for the selected supplier where one or more items have yet to be invoiced. Double clicking the line, pressing <+> or clicking the arrow in the screen center, moves all remaining packing slip items to the right.
- Invoices and credit notes created may now be printed, previewed and emailed. This is set up in “Maintenance | Printing Setup | Creditors | Inwards Goods | Print/Email”. Default settings appear on “Progress” and can be edited for that transaction.
- In “Pricing” the [New] button beside the ‘Sell Price’ now shows red when the current price is below the recommended margin or green when the current price is above recommended margin.
- “Pricing” now features a “Previous Order” and “RRP” tab page beside the quantity entry box. The “Previous Order” tab page is the default and shows the information that has always been in that location. The “RRP” tab page allows both ‘Supplier RRP’ and ‘Our RRP’ settings to be entered when the item is received in. The ‘Supplier Code’ and ‘Availability’ can also be set or modified. Note: Changes to these settings do not take effect until the inwards goods transaction has been processed.
- Items in “Processed” now show the ‘Order / Packing slip #’ of the document they are being processed from.

- A new screen is available from the ‘Processed’ tab page of by clicking the [Line Entry] button. This new screen shows all items on the “Processed” tab page and allows the following to be edited directly from the grid.

  Quantity

  Item price / Line price

  Disc %

  Discount mode (Include /Exclude document discount)

  Price

  Our RRP (grid needs to be scrolled right to see this)

  Suppliers RRP (grid needs to be scrolled right to see this)

  Other information is displayed in coloured columns. The colour indicates that these are non-editable fields. The ‘Incl inv discount’ field can be edited by typing in ‘i’ (for Inclusive) or ‘e’ (for exclusive), or use the drop down button appears when editing this field. The ‘Price’ column (this name will vary depending on your system setup) displays in red if the current price displayed is below the minimum recommended margin or green if above the recommended maximum margin. When editing this field a button with three dots […] will appear. Clicking this allows the value to be set to either the current price or the recommended price. The recommended price is the same that would normally be generated by pressing the [NEW] button on the “Pricing” tab page.
- When bringing orders or packing slips in using line pricing the price is now automatically calculated using the pricing from the original transaction.
- When processing an order to a packing slip or invoice deleting an item in “Processed” prompts the user and allows the following options:

  Changing the item supplier’s availability

  Changing the order lines ‘Arrival Date’

  Cancellation of the supplier order line.

  Cancellation of the packing slip line

  Note: When in the [Line Entry] screen from the “Processed” tab page this screen will appear for any item lines where the quantity was changed to zero.

  These options will not appear if the item did not originally come from an order or packing slip.

Place Order With Supplier

- There is now a new entry / edit screen on the “Filtering | Supplier Filtering” tab page - click the [Grid Entry] button to access this screen. This screen opens as a new window that takes up most of the screen on a 1024 x 768 screen resolution. At this point only resolutions greater than 800 x 600 are supported as this screen contains a large amount of information. The screen features a grid listing all items that this supplier can supply. The following information is supplied.

  Item Code

  Description

Retail price
Shelf quantity (in the current region)
Quantity on order with all suppliers (in the current region)
Quantity ordered by clients (in the current region)
Available Quantity (Shelf qty + supplier orders – customer orders)
Current sales (sales so far this month)
Last 1-3 (sales 1-3 months ago)
Last 4-6 (sales 4-6 months ago)
Last 7-9 (sales 7-9 months ago)
Last 10-12 (sales 10-12 months ago)
Quantity needed (amount required to get to max stock setting)
Quantity (Defaults to blank/zero)
This field allows entry also as expected price
Unit Cost (Last cost price of this item)
This field allows entry also as expected price

Depending on system settings, Historic sales information is shaded green, other information is light yellow. The two entry fields exsit on the right, ‘Quantity’ and ‘unit cost’. The ‘unit cost’ field defaults to the last cost price of the item and may be edited. Entries may be deleted using the [-] button on the navigator. Client and supplier orders for the selected item are also shown at the bottom of the screen. The order of displayed items can be changed using the ‘Display Order’ combo.

When the screen is saved (by closing it) any changes are entered into the standard order screen.

- The ability to paste data from Excel into the “Wanted” tab page has been added. The data is entered by copying cells in Excel, right clicking on the ‘Wanted’ grid and selecting ‘Paste from Excel’. This provides a quick and easy way to enter data from spreadsheets and is particularly useful for entering data from another system. Data must be in two columns; the first containing the ‘Item Code’ / ‘Item Code 2’ or ‘Itemref’, the second column must contain the quantity to place on order.

Stock

General

- “Item Search” now returns items sorted by name.
- All quantity entry points now support 4 decimal places.
- The size of the ‘Item Code’ and ‘Item Code 2’ fields has been expanded. They may now store up to 20 characters.
- “Stock Bin | Quantity Breaks” now allows deletion of individual quantity breaks.
- It is now possibly to set an item’s ‘Availability’ so that the item is no longer available for ordering. This is useful for items that have been

discontinued but the item is still needed in “Stock Management”. In “Stock Maintenance | Stock Lookups | Availability” there is a new ‘Goods Are Available For Purchase’ check box. To stop an item from being available for ordering all suppliers for the item must have an availability where this check box is not ticked.

Stock Management

- A [Report Preview] button has been added to “Details”. The button previews a customised report (set up in “Maintenance | Printing Setup | General | Management Screens | Stock”) that can display information about the selected item. This is useful for users who want to be able to pull up specific information about an item instantly. The report may also be accessed from the “Item Search”, “Invoice” and “Point of Sale” screens to name a few.
- In “Costs” a button has been added that will automatically set the ‘Last Cost’ price of an item based on the current sell price and recommended margin. This is useful for, among other things, generating an initial cost price for newly entered items.
- The current ‘Sell Price’, ‘Markup’ and ‘Markdown’ are now displayed on “Costs”. These fields change to red when they are below the recommended values (taking the markup variance into account) and to green when they are above the recommended values (taking the markup variance into account). Under this the recommended ‘Sell Price’ and ‘Markup’ are displayed for comparison.
- The current ‘Sell Price’ can now be edited from “Costs”. Clicking [Edit] loads the recommended value that may then be changed and accepted.
- The current shelf quantity for the current region is now displayed in “Costs”. This may be edited directly from here.
- In “Costs” right-clicking any cost field now offers an option to reduce the entered amount by the current tax rate, essentially removing tax from the amount. This should be used if the amount entered includes tax as the costing fields are for the tax exclusive amount.
- “Suppliers” has been modified to show extended costing information related to each supplier of an item. Chreos will now store the ‘Rec Retail Price’ recommended by the supplier (in their currency) along with your ‘Rec Retail Price’. Item cost and other cost information in the supplier’s currency can now be stored. If the supplier’s currency is different to the local currency, converted costs are also displayed. Other costs can be entered as either an amount or a percentage of the item cost. To enter a percentage simply add the percentage (%) sign to this value.
- When configuring item suppliers in “Suppliers” the [Creditor Search] button is now available to quickly find a supplier.
- “Orders” now displays client orders in the recommended supply order – priority first then, oldest ‘not before’ date then, oldest entered. It also shows the following extra information.

    ‘Earliest Ship Date’ – The earliest that any or all of the ordered quantity will be available to supply.

‘Priority’ – The priority specified on the clients order. 1 for standard priority and higher values for greater priority.

‘Supply From’ – Where the goods to supply this order may come from. This will be either stock, supplier order or a future supplier order.

‘Sup Order #’ – The order number of the supplier order if supplying from a supplier order.

‘Full’ – This will be ‘T’ if the full amount ordered can be supplied.

- Images and files stored in the “Extra” tab page are now loaded into the database. Double clicking a file name or image while in browse mode will prompt to open or save the file. Saving the file allows the file to be extracted to the user’s machine. Opening the file extracts it to a temporary directory and opens the application associated with that file type. Double clicking while in edit mode allows the file to be cleared from the database or replaced by another file.
- Text fields in “Extra” can now be up to 4096 characters long, it was previously restricted to 256. The memo type is no longer available as the text field handles text almost as well and offers better performance. Any memo fields in your data will be changed to a text field.

Stock Take By Location & Stock Take By Region

- The “Stock | Stock Take | Stock Take by Location” screen now has a [View Active Stock Takes] button. When clicked a “View Active Location Stock Takes” screen will appear displaying the ‘Location’ and ‘Location Code’ of all active location stock takes.
- Both stock take screens no longer allow non-diminishing items to be counted.

Stock Information (<Shift> & <F2>)

- This screen now allows the display to be filtered to show only 'Region Transfer' transactions.
- Only transactions in the current region will be shown by default. There is a check box allowing transactions for all regions to be displayed.
- This screen now displays the ‘Transref’ for each transaction. This makes it easy to find the related transaction.

Point of Sale

POS

- A note can now be entered with each transaction. This is done by clicking the [Note] button (bottom left) or pressing [Ctrl – Insert]. Notes may be up to 4096 characters long and belong to the whole transaction (rather than just one item). This text may be printed on customised POS receipts and viewed in “Client Management | Links”.
- Point of Sale discounting now supports stock bin discounts with fractional quantity breaks.

- Right clicking on the item list now gives a ‘View Item Report’ option which previews a report about a selected item. This is the same report as the one in “Item management”, refer to “Stock | Stock Management” of this document. This option is only available if the report has been configured in “Maintenance | Printing Setup | General | Management Screens | Stock”.
- A secondary report can now be configured to run for POS transactions. This report can be set to run:

    Always

    After transactions selling tokens

    After transactions for laybys

    After POS account payments

  This allows users to do things like, print a receipt to a standard POS printer and then print a gift certificate to a colour printer etc. Printing account summaries, layby information or any other use related to a POS transaction. This report is setup in “Maintenance | Printing Setup| Point of Sale | Receipt”.
- ‘Point of Sale (POS) Transactions’ is now an option in the ‘View’ combo in “Client Management | Activities”. When selected POS transactions for the selected client will display. Further details of the selected transaction will be displayed on the “Documents” and “Links” tab pages. Details of the sale including stock items, payment methods, staff member and terminal are displayed.

Test Receipt

- This screen is now ordered from the most recent transaction so when the screen opens the last transaction is automatically displayed. This screen now also displays the ‘Client Code’, ‘Region’ and ‘Terminal’ the POS was processed from.
- Notes entered relating to the POS transaction are displayed in the new ‘Notes’ display field.

General Ledger

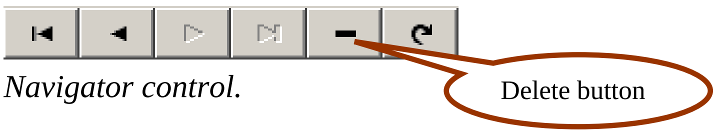
General

- The “Post Ledgers” screen now includes enhanced error diagnoses and reporting. For example listing which stock items do not have accounts set correctly. This makes errors easier to trace and rectify.
- “Account Search” now returns accounts sorted by ‘Account Code’.

General Ledger Management

- The size of the Account code field has been expanded. It may now store up to 20 characters.
- The size of the ‘Cross Ref’ field has been expanded. It may now store up to 20 characters.

- In “Account Order” summary accounts can now be totaled into other summary accounts.
- In “Account Order” summary and entry accounts can now total into a summary account that does not conform to the normal hierarchical structure of the tree. An example of this would be to have a structure for profit and loss resulting in a net profit and then having another structure for the balance sheet that included net profit.
- Accounts on the tree structure of “Account Order” can be dragged and dropped to reposition, attach and detach.
- “Documents” has been expanded to show more accounts simultaneously. A [View Account Detail] button has also been added. Unlike the [View Detail] button on “Transactions”, which shows all transactions related to the selected transaction, the [View Account Detail] button only shows transactions that affect the selected account.
- Account budgeting details now sum into summation accounts as determined in “Account Order”.
- Accounts that are not in use and have no transactions may now be deleted. The navigator control towards the bottom of the “Accounts” tab page now has a [-] (delete) button. Click this to delete the account selected above.



Navigator control.

- A new “Reporting” tab page has been added on the right-hand side. This allows the appearance/formatting of individual accounts to be customised on a number of reports. There is also default options so new accounts can pick up existing settings. There is a new range of reports starting with ‘GL Financial…’ that use this formatting.

Jobs

Job Management

- Notes entered in “Notes” now show with the latest not first.
- Notes entered in “Notes” are no longer restricted to 254 characters. They may now contain up to 4096 characters (around an average A4 page).

Apparel module

General

- Name searching is no longer case sensitive.
- “Summary Inwards Goods” may now be printed, previewed and emailed. This is set up in “Maintenance | Printing Setup | Creditors | Inwards Goods | Print/Email”.

Style Management

- In “Styles” styles now list alphabetically by code.
- In “Style Details” the <Page Up> and <Page Down> keys now scroll through the list of styles when not in edit mode.
- Styles can now be Deactivated / Activated in “Styles”. This tab page can also be filtered to display only active styles. Deactivated styles remain in the system but no longer show in the style selection combo on transaction entry screens.

Order, Packing Slip & Invoice

- The ability to paste data from Excel into the Order, Packing Slip and Invoice screens has been added. The data is entered by copying cells in Excel, right clicking the ‘Invoice lines’ grid and selecting ‘Paste from Excel’. This provides a quick and easy way to enter data from spreadsheets and is particularly useful for entering data from another system. Data must be in two columns, the first containing the ‘Item Code’, ‘Item Code 2’ or ‘Itemref’. The second column should contain the quantity to supply.
- A note can be entered with each transaction for invoices only. This is done by clicking the [Note] button (bottom left) or pressing <Ctrl> and <Insert>. Notes may be up to 4096 characters long. This text may be viewed in “Client Management | Links”.
- Right clicking on the item list now gives an option of previewing information about a selected item (this is the same report as the one in “Stock Management”) or previewing the entire transaction. These options are only available if reports have been configured in “Maintenance | Printing Setup”.
- Client orders can now have an order priority specified for each style in an order as well as for individual item lines. Refer to “Clients | Orders, Packing Slips & Invoices” section on this information sheet”.

Server

- ‘Quick backups’ are now available. These are full / compressed backups of your company data. The ‘quick’ relates to the fact that the system can still be in use while the backup takes place and that no directory or filename needs to be specified - they are automatically stored in the subdirectory called ‘Quick Backups’ from your data by default. The path for these backups can be configured in the “Companies | Automated Activities | Backups” screen on Chreos Server. Quick backups can be triggered from ‘Tools | Quick Database Backup” in Chreos Client.
- Chreos server now makes a ‘Quick backup’ automatically before running data management.

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