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<b>Application</b>	Chreos 3
<b>Service Pack</b>	32
<b>Requirements</b>	Service Pack 31 (SP31)
<b>Warning</b>	All users of Chreos plug-ins should check with Wild Software Ltd before installing this service pack.

Due to minor file format changes to some temporary files any parked transactions must be processed BEFORE installing this Service Pack.

38 standard reports have been added or updated since SP31. These are available as a separate download from the downloads page of our website. You should replace your existing report files on all machines by unzipping this over top of them once you have successfully installed SP32.

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## Main points

- Performance improvements
- eCommerce
- Prompt payment discounts
- Export payments to banking software
- Importing payroll into the GL

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## General

- On multi-monitor systems all screens should appear in one monitor or the other. Please advise if you find any screen where this is not true.

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## Server

- The recommended amount of memory (RAM) required to run Chreos Server has been increased due to increasing the amount of memory allocated to the BDE (database) on the server machine. This will reduce BDE errors and improve performance on heavy use systems.

We have always recommended that Chreos Server be run on a reasonably powerful machine so this should not be an issue for most users. Users of low powered server computers (such as Win 9x machines with < 64MB, Win Me / NT machines with < 128, Win 2000 / XP machines < 256 / or server computers running multiple applications) can use the S=LOW or S=MEDIUM command parameters to reduce the amount of resources Chreos Server will use. See the “Server & Client Parameters (15.13)” information sheet for further details.

- Printing of Crystal reports is now multi-threaded. This means the Chreos Server can now process Chreos Client requests better while printing complex reports.
- “Automatic Backups” now include the company’s name as part of the backup file name.

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## Clients

- “Client Allocations” now only displays a list of clients who are open item.
- A new order completion screen “Clients | Client orders | Order completion” has been added to quickly process orders that can be filled from stock on hand. Lines from multiple orders can be combined into one invoice or packing slip with minimal user intervention. An information sheet on this will be available shortly.
- “Packing slip to Invoice” is a new option available in the “Activity” combo in Debtor invoice, orders and packing slips. Select a client and then select this activity. A list of packing slips waiting to be invoiced will appear. Select the one to be invoiced. The [Send to invoice] button will fill in the rest of the invoice screen and allow you to edit it before completing the process. The invoice screen will also include a combo allowing you to specify what should happen to items from the packing slip that you choose not to include in the invoice. The default for this can be set at the bottom, right of the “Stock” page of “Maintenance | Setup | System”.
- A button which automatically moves all order lines that can be filled from stock on hand to the process grid at the screen bottom has been added to both “Clients | Convert | Order(s) to invoice” and “Clients | Convert | Order(s) to Packing slip”.
- When defining a Recurring Invoice two dates can now be specified. One is the date that the invoice is to be generated on and the other is the date that the invoice is to contain. This allows an invoice to be created on the 1st of each month but dated on the 20<sup>th</sup> of the same month.
- The <F10> key brings up a list of parked debtor invoices, packing slips or orders depending on the screen that is currently active. This is unchanged. What is new is the ability to process all or a selection of two or more of the parked transactions without having to first open them. This should be a significant advantage to those creating invoices and parking them through the month, then processing them at the end. Please note that there is no option at present to automatically process just one transaction.
- On the “Documents” page for invoices in “Client management” order numbers can now also be edited.
- Up until now if a batch of receipts is entered against a reconcilable GL account, when the transactions are posted to the GL they are grouped together by the batch. Where a particular payment method (like Direct credit) is not going to be processed through Banking this was a problem as a group of direct credits would appear as one entry in the GL when it shows as multiple entries on the bank statement.

Now there is an option available when payment methods are defined to flag each payment method as batched or not batched. This is available on the "Payment methods" page of "Maintenance | Support tables".

The default is to be batched. Note that this setting has no significant effect for payment methods that receipt into a holding account (cash on hand) preceding the use of the Banking function.

- In a variety of places where journals are indicated with a “J”, receipts with an “R” and invoices with an “I”, credit notes now have a “C”.
- There have been a number of changes to debtor receipting. These have been triggered by the introduction of “Prompt payment discounting”. This is set up on a separate page in “Maintenance | Setup | System”. For full details see the information sheet currently in production. If you want to know more immediately please contact Lydia.

Among the related changes are

- The ability to include transactions with credit balances in the allocation process.
- Colour coding to differentiate between positive and negative balances.
- An option to allocate a specified amount against a transaction that is less than the actual transaction and receipt.

The new Debtor receipts and Prompt payment discounting information sheets will provide full details.

- A setting now exists in “Maintenance | Setup | Local computer” to have faster access to “Financial transactions” on the “Activities” page of “Client management”. Turning this option on provides remarkably faster performance on systems with large numbers of transactions. The compromise is that in the fast mode the transactions are not in date order but will have the more recent transactions appearing near the bottom.
- It is now possible to have separate, and multiple instances of transaction screen for entering Client invoices, Client orders and Client packing slips open simultaneously. The caption on the screen now displays the selected client.
- The issue of freight on packing slips has again been addressed and it is now possible to convert multiple packing slips, each containing freight, into one invoice. The freight on the invoice will be the sum of the freight on the packing slips.

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## Creditors

- An extra field has been added to the “Creditor detail” page of “Creditor management” called “Their code”. This is used to record the reference code that a creditor knows you as. This will usually differ from what you know them as but is necessary to indicate sources of direct payments and to correctly tag electronically placed orders.
- A right hand page called “Banking” has been added to the right-hand side of “Creditor management”. It allows for the creditor’s bank account details to be recorded, along with the information that is to show on both

their and your bank statements when you make a payment from Chreos and automatically export the data for use in your banking software.

So far we have tested this with National Bank's DirectLink. This will shortly be extended to include other major banks. If you want to make sure that your bank is included please let me know what it is.

When you are ready to use this functionality, please contact us for details.

For those running banking software like DirectLink the advantage is that the need to double enter payments is removed. Record the payments in Chreos in the usual way, Chreos can automatically export the data in a form that your banking software can import, import the payments and do whatever final editing is needed before sending to the bank.

- The reports setup for "Pay creditors" has been brought into line with the rest of Chreos. Now a report can be specified in "Printing setup" and this is the one available when payments are entered.
- The ability to specify a local printer for printing supplier's orders has been added. The set up for this is on the "Local print settings" page and the full setup for printing orders is on the "Creditors orders" page – both of "Maintenance | Printing setup".

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## General Ledger

- A setting now exists in "Maintenance | Setup | Local computer" to have faster access to data on the "Transactions" page of "General ledger management". Turning this option on provides remarkably faster performance on systems with large numbers of transactions. The compromise is that in the fast mode the transactions are not in date order but will have the more recent transactions appearing near the bottom.
- In "General ledger management" transactions now store and display the transaction source on the "Documents" page.
- Posting to the GL where only some of the modules are licensed has been tidied up. Because you can still enter Debtor invoices and Creditor summary invoices that adjust stock even when you do not have license for Clients or Creditors, the posting to these modules has been re-enabled. However if you only have Inventory licensed then only the inventory part of the posting will occur.  
Likewise if you do not have Inventory but do have Clients or Creditors, posting to these will not post the inventory costings.
- Some significant performance improvements have been made to Banking. We are continuing to try and identify slow points and address them. Please advise us if you are aware of one.
- The import screen "Tools | Import data" now allows GL transactions to be imported from a variety of sources including IMS payroll, Smooth pays, Ace pays, and other sources. If you wish to use this feature please contact us for the specific template files that you need.

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## Reports

- As previously advised, Report Smith is no longer a reporting option when installing or running Chreos. Some menus and forms have changed slightly to accommodate this.
- “Print | Price labels” has been enhanced by having the ability to change the quantities of a particular label to print up or down without having to press the <+> / <-> buttons multiple times.

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## eCommerce

- Email support has been added to 5 areas. These are
  - Debtor Invoices
  - Client Orders
  - Client Packing slips
  - Supplier Orders
  - Creditor Payments

Email support means that whenever a transaction or batch of transactions are processed, a report can be produced in one of 4 formats and attached to an email which is then automatically sent. The 4 formats are

- PDF - a digital image of the document that is easily viewed.
- HTML 4.0 - viewable web page format
- CSV - comma separated text ideal for transferring data or loading into Excel
- TXT - plain text without images, colour or formatting

Where TXT and CSV attachments are used the content can also be included in the body text of the email.

And in addition to all this, an extra file that contains important information for the client or creditor can be attached to the email.

Some examples of how all this can be used are

- Automatically send order confirmations to clients when orders are entered.
- Automatically send dispatch advice to clients when the packing slip is created.
- Automatically email invoices to clients as they are created, along the latest newsletter or specials sheet.
- Resend invoices to overdue clients along with an appropriate message.
- Email orders direct to the supplier along with a document detailing shipping information.
- Email orders to suppliers in a format that they can immediately read into their software thus avoiding data entry errors.
- Automatically email advice of payment by direct credit to creditors being paid, and send a copy to head office.

An information sheet on this is in production but please contact Lydia if you need help setting this up immediately.

*This information sheet is a support document related to the use of Chreos 3 from Wild Software Ltd only. It does not in any way constitute, nor is it intended to constitute or be used as, accounting or legal advice. Because Chreos 3 is subject to a process of continuous improvement Wild Software Ltd can not guarantee that the user's version of Chreos 3 will be identical to the one described herein.*

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