



Multi Currency for A/P & P/O For Sage 100 2017

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Installation Instructions and Cautions

PLEASE NOTE: SAGE 100 must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 installation and setup now; then allow any updating to be accomplished automatically. Once SAGE 100 installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

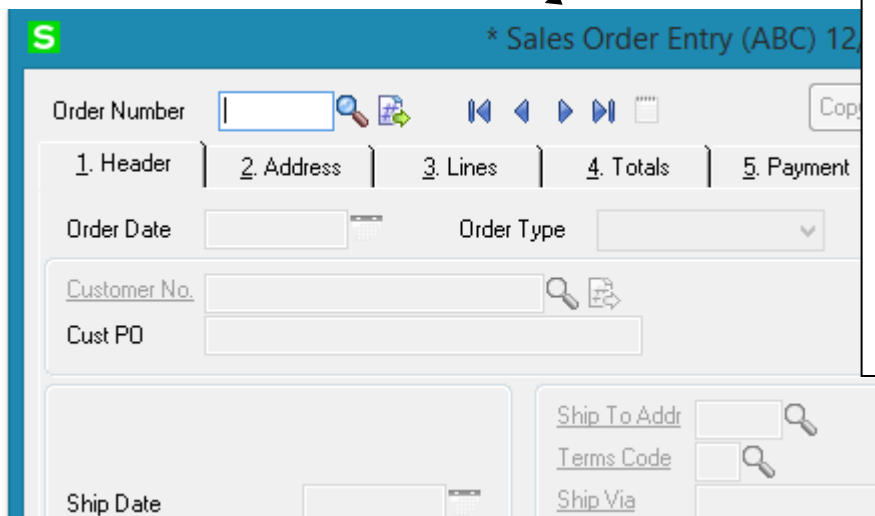
Wait! Before You Install – Do You Use CUSTOM OFFICE?

THIS IS AN IMPORTANT CAUTION: If you have Custom Office installed, **and** if you have modified any SAGE 100 screens, you must run **Customizer Update** after you do an enhancement installation.

But wait! BEFORE you run **Customizer Update**, it is very important that you **print all of your tab lists**. Running **Customizer Update** will clear all Tab settings; your printed tab list will help you to reset your Tabs in Customizer Update. **Custom Office** is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk indicates that the screen has been changed.

An **asterisk** in a window's title bar indicates that the screen has been modified. This means that **Custom Office** is installed.

Follow all the instructions on this page before you run **Customizer Update!**



Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the SAGE 100.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.

Enhancement	Level	Release Date	Serial Number	Unlocking Key
IIG Enhancement	5.40		AAAAAAAAAAAAAAAAAA	BBBBB

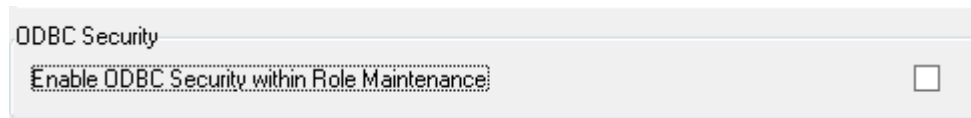
Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement.

Use the **Print Registration Form** button to print IIG Registration Form.

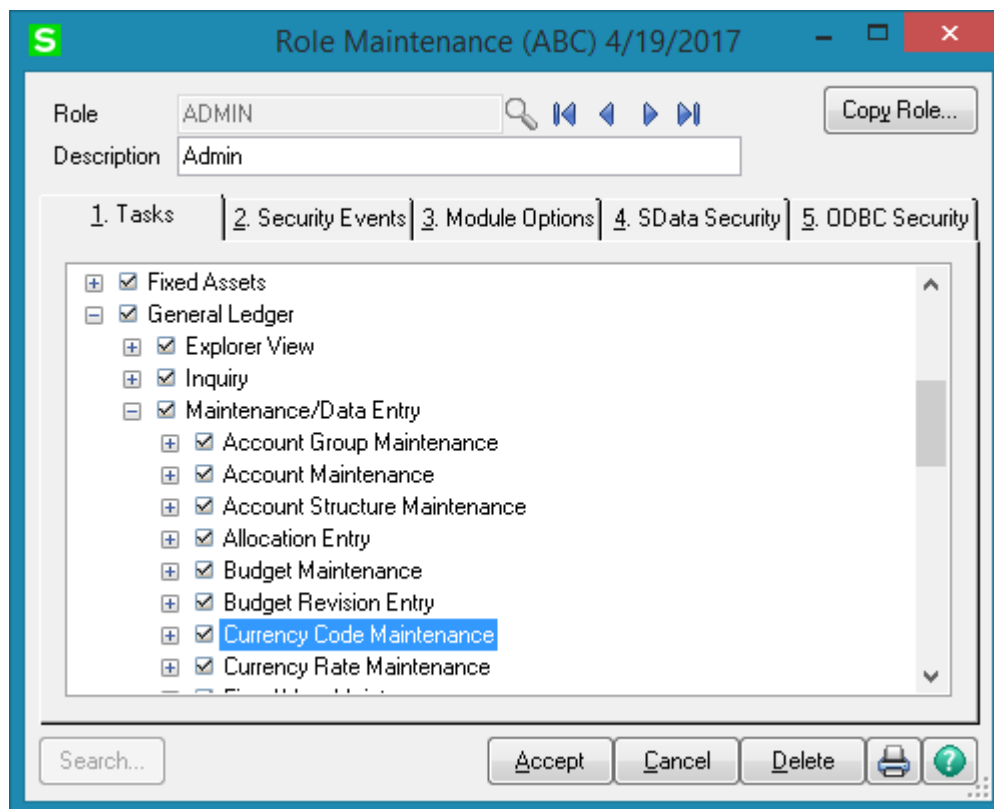
ODBC Security

After installing an **IIG Enhancement**; it is **very important to verify** whether or not the **Enable ODBC Security within Role Maintenance** check box is selected in the **System Configuration** window of your system. If it is selected you must assign ODBC security permissions and allow access to custom data tables/fields for the Roles defined in your system.



Role Maintenance

After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.



Introduction

The **MCP** enhancement allows for setup of multiple currencies, with their default rates, and rates for any selected date.

Default currency can be setup for each Vendor and its exchange rate will be used as default.

Item's last cost can be set in the Inventory Maintenance in the specified currency.

Purchase Orders, Receipts Of Goods, Receipts Of Invoices and A/P Invoices can be processed in currency. The currency and rate are loaded when selecting vendor, and can be changed if needed. Unit Costs, Extensions, and Totals are displayed both in the selected currency and the main currency of the system (USD).

Amounts in the Manual Check can be entered in corresponding currency.

Calculations can be done based on the rate of the Purchase Order date or Check date.

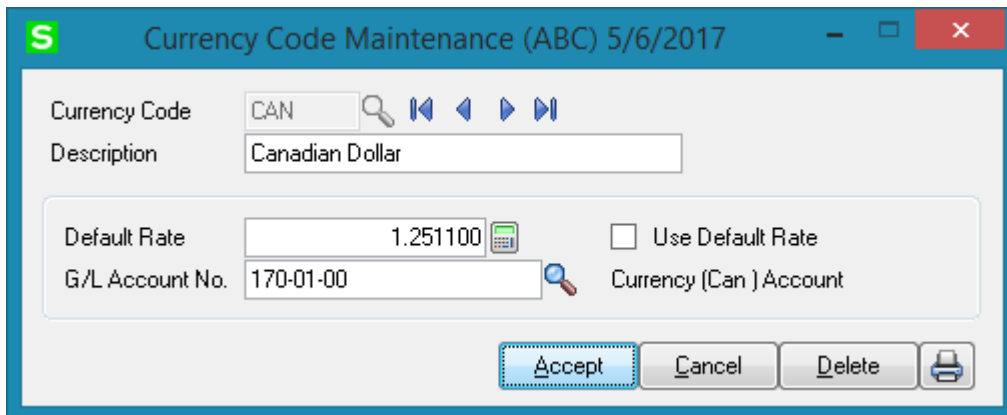
You can print reports in currency using the exchange rate.

General Ledger Setup

Two options have been added to the **General Ledger Setup** menu. **Currency Code Maintenance** allows entering any currency and set up a default rate. The **Currency Rate Maintenance** screen allows for changing the rates of the existing currency at any time.

Currency Code Maintenance

Select **Currency Code Maintenance** from the **General Ledger Setup** menu. The following screen will appear:



The screenshot shows a software window titled "Currency Code Maintenance (ABC) 5/6/2017". The window contains the following fields and controls:

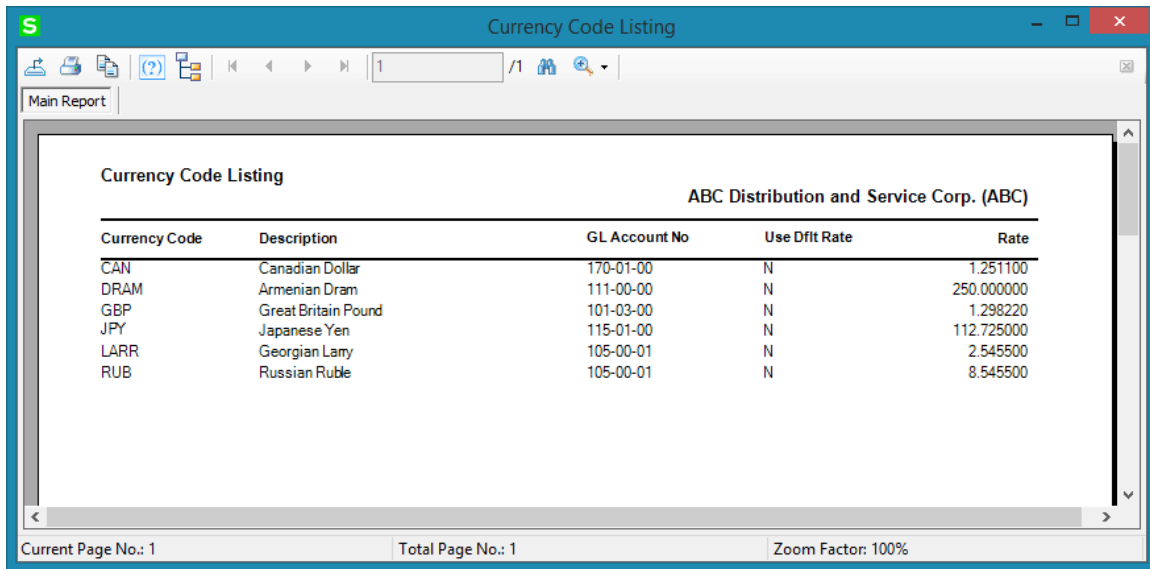
- Currency Code:** A text box containing "CAN" with a search icon and navigation arrows.
- Description:** A text box containing "Canadian Dollar".
- Default Rate:** A text box containing "1.251100" with a calculator icon.
- Use Default Rate:** An unchecked checkbox.
- G/L Account No.:** A text box containing "170-01-00" with a search icon.
- Currency (Can) Account:** A text box.
- Buttons:** "Accept", "Cancel", "Delete", and a printer icon.

Currency Code - Enter numbers or letters up to four characters.

Description - Enter description for the currency.

Default Rate - Enter the rate of the currency and check the **Use Default Rate** box to select the default rate to be used when working in the Accounts Payable and Purchase Order modules.

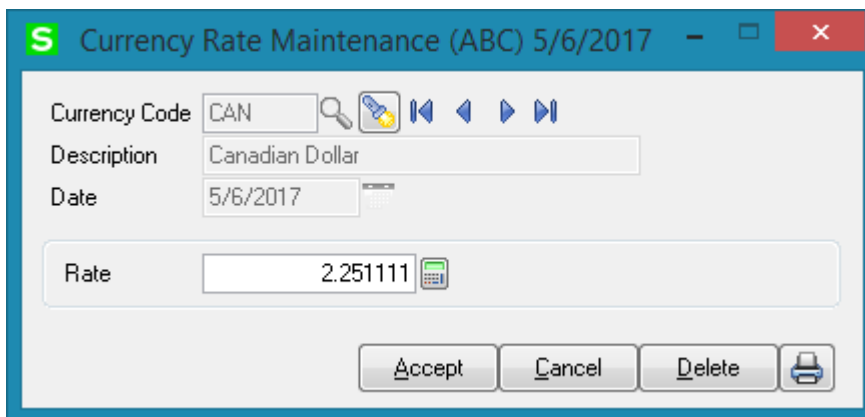
G/L Account No. - Choose the G/L Account Number from the list by clicking the lookup button, or enter it manually. This account will be used when balancing currency rate fluctuations over time.



Currency Code Listing				
ABC Distribution and Service Corp. (ABC)				
Currency Code	Description	GL Account No	Use Dflt Rate	Rate
CAN	Canadian Dollar	170-01-00	N	1.251100
DRAM	Armenian Dram	111-00-00	N	250.000000
GBP	Great Britain Pound	101-03-00	N	1.298220
JPY	Japanese Yen	115-01-00	N	112.725000
LARR	Georgian Lary	105-00-01	N	2.545500
RUB	Russian Ruble	105-00-01	N	8.545500

Currency Rate Maintenance

Currency Rate Maintenance allows you to adjust the currency rate due to the daily/weekly/monthly fluctuations in international exchange rates. Select Currency Rate Maintenance from the General Ledger Setup menu. The following screen will appear:



Currency Code: CAN

Description: Canadian Dollar

Date: 5/6/2017

Rate: 2.251111

Buttons: Accept, Cancel, Delete, Print

Currency Code - Choose the Currency Code you want to make changes to by clicking the magnifying glass icon, or enter the Code manually. Clicking the flashlight icon will display the list of all currencies and rates.

Date - Enter the date for which you are entering the exchange rate.

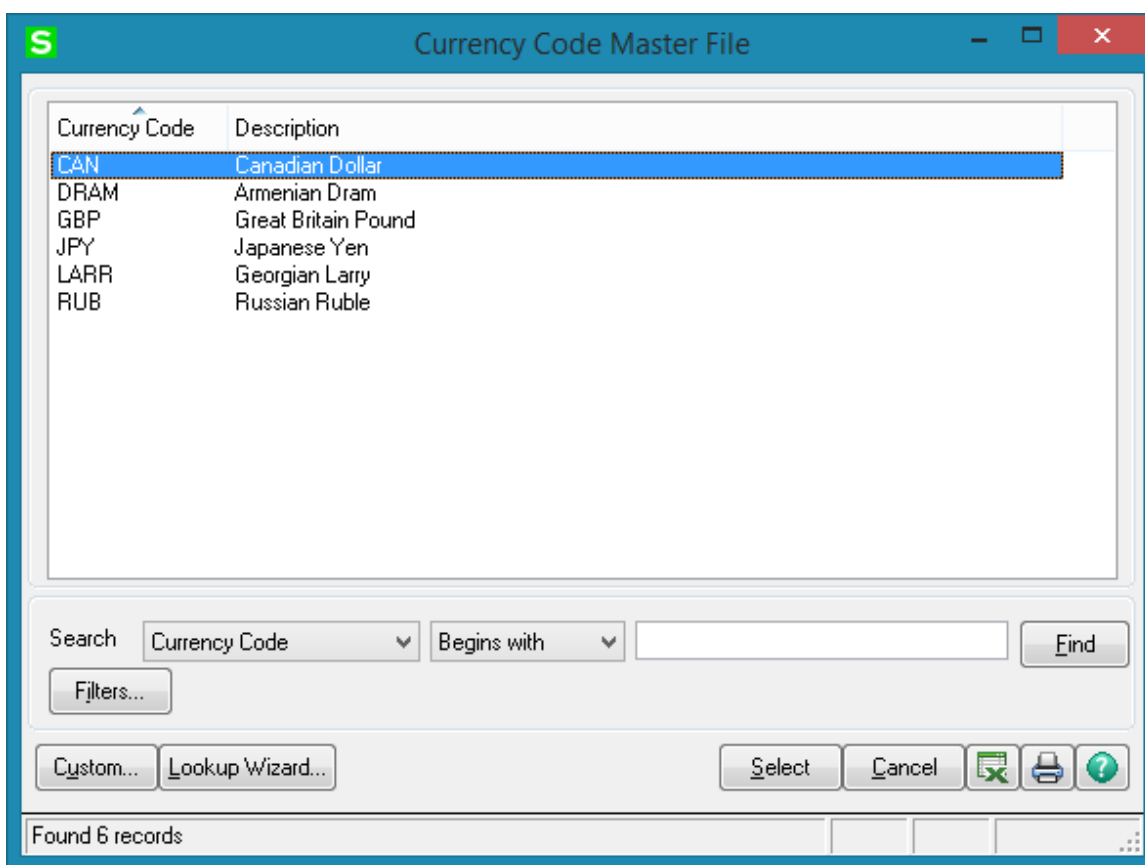
Currency Rate - Enter the current rate of the currency.

Choose **Accept** to accept the entry.

Choose **Cancel** to clear and re-enter.

Choose **Delete** to delete the Currency Rate.

Click the lookup button to display the list of currency codes:



Click the **Flashlight** button to display the following screen with the history of currency rate fluctuations by date:

S Currency Rate File

Currency Code	Description	Entry Date	Rate
CAN	Canadian Dollar	7/29/2015	6.500000
CAN	Canadian Dollar	8/12/2015	6.452300
CAN	Canadian Dollar	3/12/2016	2.500000
CAN	Canadian Dollar	5/6/2017	2.251111
DRAM	Armenian Dram	10/18/2014	215.243300
DRAM	Armenian Dram	11/1/2014	220.243300
DRAM	Armenian Dram	11/10/2014	225.213300
DRAM	Armenian Dram	11/18/2014	225.243300
LARR	Georgian Lary	11/19/2014	12.000000
RUB	Russian Ruble	11/19/2014	10.000000

Search Currency Code Begins with Find

Filters...

Custom... Lookup Wizard... Select Cancel

Found 10 records

Vendor Maintenance

The **Currency** button added on the Main tab of **Vendor Maintenance** program allows the users to launch the **Vendor Currency Maintenance** and setup currency for foreign vendors.

Vendor Maintenance (ABC) 4/20/2017

Vendor No. 01-AIRWAY

Name Airway Property

1. Main | 2. Additional | 3. Statistics | 4. Summary | 5. History | 6. Invoices | 7. Transactions | 8. Checks | 9. P/Os

Address: 7888 Saddlebush Trail
Bank Building
Suite 1008
ZIP Code: 92669-0001
City: Orange State: CA
Country: USA United States
Primary Contact: LEO HENRY Leo Henry
Telephone: (714) 555-0980 Ext: 5852
Fax: (714) 555-0900

Terms Code: 03 NET END OF MONTH
Reference:
Credit Card Vendor:
Hold Payment:

Exemption No. on File:
Tax Schedule: CA, OR Orange County

E-mail Address: lhenry@sage.sample.com
URL Address: www.bestsoftwareinc.com

Currency...
Edit/View Currency

Accept Cancel Delete

Vendor Currency Maintenance

Vendor No. 01-AIRWAY

Name Airway Property

Currency Code: CAN Canadian Dollar
Use Fixed Rate: Currency Rate: 2.251111
Payment Rate: P/O Rate
Print PO in Foreign Currency:

OK Cancel

Currency Code - From the list select the Currency Code of the currency the Vendor uses for payment, or enter the Code manually.

Use Fixed Rate - Select this box if you want to use a fixed currency rate during Purchase Order, Receipt of Goods and Receipt of Invoice Data Entry.

Currency Rate - This field is shown upon selecting the **Use Fixed Rate** checkbox. The default rate specified in the Currency Code Maintenance is loaded in the Currency Rate field if the **Use Default Rate** checkbox is selected for it. The **Currency Rate** can be changed if needed.

Payment Rate - Select **P/O Rate** if during payment you want to apply the Purchase Order rate, or **Check Rate** to pay an amount based on the exchange rate at the time of payment (Manual Check Entry).

Print PO in Foreign Currency - Select this box to display amounts in foreign currency when printing Purchase Orders.

The **CurrencyCode** and **CurrencyRate** columns added to the **Vendor Maintenance Transactions** tab are for displaying currency information for transactions processed.

The screenshot shows the 'Vendor Maintenance (ABC) 5/6/2017' window. The 'Vendor No.' is 01-AIRWAY and the 'Name' is Airway Property. The 'Z.Transactions' tab is selected, displaying a list of transactions. The columns 'CurrencyCode' and 'CurrencyRate' are highlighted with a blue box. The data in the table is as follows:

Invoice No.	Trans D...	Tra...	Trans Amount	Dis...	Inv. ...	Check Date	C...	CurrencyCode	CurrencyRate
115	8/12/2015	Inv...	5,555.00	0.00	...			RUB	10.000000
115	8/12/2015	Pre...	3,500.00	0.00	...	5/2/2010	0...	RUB	10.000000
123333	7/29/2015	Inv...	252,668.13	0.00	...			RUB	10.000000
INV22222	5/5/2017	Pa...	2,502.50	0.00	...	8/19/2015	0...	DRAM	225.243300
INV22222	8/19/2015	Inv...	2,502.50	0.00	...			DRAM	225.243300
INV1111111	5/5/2017	Pa...	149.64	0.00	...	8/19/2015	0...	CAND	5.454500
INV1111111	8/19/2015	Inv...	149.64	0.00	...			CAND	5.454500
111	8/12/2015	Inv...	4,903.95	0.00	...			CAND	6.783400
111	8/12/2015	Pa...	4,903.95	0.00	...	8/12/2015	0...	CAND	6.783400
111	8/12/2015	Pa...	150.00	0.00	...	8/12/2015	0...	CAND	6.783400
112	8/12/2015	Inv...	15,645.06	0.00	...			CAND	5.454500
113	8/12/2015	Inv...	863.43	0.00	...			CAND	5.454500

Vendor Currency information is printed on the Vendor Listing report:

S Vendor Listing

Main Report

Vendor Listing
Sorted by Vendor Number
All Vendors

ABC Distribution and Service Corp. (ABC)

Vendor Number: 01-AIRWAY Name: Airway Property

Address: 7888 Saddlebush Trail Sort Field: AIRWAY
Bank Building Reference:
Suite 1008

City: Orange Credit Card Vendor: No
State: CA ZIP Code: 92669-0001 Hold Payment: No
Country: USA United States

Primary Contact: LEO HENRY Leo Henry Separate Check: No
Telephone: (714) 555-0980 Extension: 5852
Fax: (714) 555-0900 Batch Fax: No

E-mail Address: lhenry@sage.sample.com
URL Address: sdfsdfsdf

Vendor Status: Active
Terms Code: 03 NET END OF MONTH Use P/O Receipt of Invoice
Comment: Entry for this Vendor: No
G/L Account: 555-00-03 Primary Purchase Address:
Rent

Remit To: Airway Property
Address: 7888 Saddlebush Trail Vendor Type: None
Bank Building
Suite 1008
City: Orange
State: CA ZIP Code: 92669-0001
Country: USA United States
Contact:
Telephone: (714) 665-0980 Extension:

Currency Code: CAN Payment Rate: P/O Rate
Use Fixed Rate: Yes Currency Rate: 2.251111 Print PO in Foreign Currency: Yes

Tax Schedule
Tax Class Exemption Number On File: No

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

Item Maintenance

Four new fields have been added to the **Main** tab of the **Inventory Maintenance**.

The screenshot shows the 'Item Maintenance' window for item '1001-HON-H252'. The 'Main' tab is active. Key fields include:

- Item Code: 1001-HON-H252
- Description: HON 2 DRAWER LETTER FILE W/D LK
- Product Line: WF&A WORKSTATION FURN & ACCESS
- Unit of Measure: EACH
- Price Code: STD (STANDARD QUANTITY PRIC)
- Default Whse: 000 (CENTRAL WAREHOUSE)
- Last Cost: 77.0614
- Currency Code: CAN
- Rate: 2.251111
- Use Last Foreign Cost:

The 'Quantities' table is as follows:

Whse	Description	On Hand	On PO	On SO	On Bk Ord	Committed	Available	In Shipping
000	CENTRAL ...	2,709.00	6,068.00	.00	.00	.00	2,709.00	.00
001	EAST WA...	992.00	.00	3.00	.00	3.00	989.00	.00
002	WEST WA...	1,519.00	.00	12.00	10.00	22.00	1,497.00	.00
098	SCRAP W...	1.00	.00	.00	.00	.00	1.00	.00

Use Last Foreign Cost - Check this box if you want to use the **Last Cost** of the product in foreign currency. The amount will be interpreted as amount in the foreign currency represented by the Code displayed in the next field. The amount will be converted to USD based on the rate entered in the **Rate** field.

The **Inventory Item Listing** will show the Item Currency information if printed with the **Price and Cost Detail** checkbox selected.

S Inventory Item Listing (ABC) 5/6/2017

Report Setting: STANDARD Save

Description: Inventory Item Listing

Setting Options

Type: Public Print Report Settings Number of Copies: 1

Default Report: Three Hole Punch: Collated:

Sort Report By: Item Code Report Type to Print: Item Code Information

Valuations to Print

All Valuations Average Cost Standard Cost LIFO FIFO Lot Serial

Product Types to Print

All Types Finished Goods Raw Materials Discontinued Kits Print Inactive Items

Procurement Types to Print

All Types Make Buy Subcontract Internet Enabled Items

Print Internet Items Only

Additional Information to Print

Extended Description Item Pricing Item Memos Internet Item Detail
 Price and Cost Detail Item Vendors Alternate Items Internet Category Detail
 Bin Loc/Reorder Detail

Selections

Select Field	Operand	Value
Item Code	All	
Product Line	All	
Primary Vendor Number	All	

Adobe PDF Keep Window Open After Print Preview Print Preview Setup ?

Inventory Item Listing

ABC Distribution and Service Corp. (ABC)

Item Code/ Description: 1001-HON-H252 HON 2 DRAWER LETTER FLEW/O LK

Product Line: W/F&A WORKSTATION FURN & ACCESS	Unit of Measure
Product Type: F Finished Goods Weight: 35	Standard: EACH
Valuation: 3 FIFO Volume: 0.0000	Purchases: EACH Number of EACH 1
Procurement: B Buy Inventory Cycle: B	Sales: EACH Number of EACH 1
Price Code: STD	
Default Warehouse: 000 CENTRAL WAREHOUSE	
Primary Vendor: 01-CONT Container Corporation Of Usa	
Warranty Code: 30 DAY 30 days from shipment	

Confirm Cost Increase in Receipt of Goods:	Sales Tax Class: TX Taxable
Print Receipt Labels: Yes	Purchases Tax Class: TX Taxable
	Routing Number:
	Buyer Code:
	Planner Code:
	Commodity Code:

Commission Rate: 0.000	Image: abc_1001-hon-h252.jpg
Commission Method: S Standard Commission	Inactive Item: No
Base Commission: 0.00	Allow Back Orders: Yes
	Allow Trade Discount: Yes
	Allocate Landed Cost: Yes
	Last Physical Count Date:
	Internet Enabled: Yes

Allow Returns: Yes	SIZE: 29X15X18
Restocking Charge Method: P Percentage of Price	CATALOGUE REF#: P0011-0007
Restocking Charge Rate: 2.000 %	
COLOR: BLACK	
STYLE: MODERN	

Last Cost: 77.0614	Currency Code: CAN	Rate: 2.251111	Use Last Foreign Cost: <input checked="" type="checkbox"/>
Retail Price: 84.000		Last Cost: 12.7167	
Standard Price: 84.000		Last Allocated Cost: 2.3533	
Date Last Sold: 5/1/2010		Name of Sale: MEMDAY	
Standard Cost: 32.7500		Starting Date: 5/15/2010	
Average Cost: 34.2326		Ending Date: 5/31/2010	
Date Last Receipt: 8/12/2015		Discount Percent: 5.000	

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

Purchase Order Entry

Select **Purchase Order Entry** from the **Purchase Order Main** menu.

The screenshot displays the Sage software interface for 'Purchase Order Entry (ABC) 5/6/2017'. The window title bar includes a green 'S' logo and standard window controls. The main area is divided into several sections:

- Header Section:** Contains 'Order Number' (0010101), 'Order Date' (5/6/2017), 'Order Type' (Standard Order), 'Vendor No.' (01-AIRWAY), and 'Name' (Airway Property). Navigation tabs for '1. Header', '2. Address', '3. Lines', and '4. Totals' are visible at the top.
- Order Details Section:** Includes 'Order Status' (New), 'Required Date' (5/6/2017), '1099 Form' (None), '1099 Box', 'Sales Tax Schedule', and 'Use Tax' (checkbox).
- Address and Terms Section:** Features 'Purchase Address', 'Ship-To Address' (0000), 'Terms Code' (03), 'Ship Via' (FOB), and 'Warehouse' (000).
- Contact Information Section:** Lists 'Confirm To' (Leo Henry), 'E-mail' (lhenry@sage.sample.com), 'Telephone' ((714) 555-0980), 'Ext' (5852), 'Fax' ((714) 555-0900), and 'Batch Fax' (checkbox).
- Footer Section:** Contains 'On Hold' (checkbox), 'Print Order' (checked), and a 'Currency...' button.

At the bottom of the window, there are buttons for 'Quick Print...', 'Accept', 'Cancel', 'Delete', and a help icon.

The **Currency** button on the Header tab of **Purchase Order Entry** allows opening the **Currency Code Entry** screen with the currency information loaded from the Vendor (if setup for current Vendor Number). If no currency is setup for the Vendor in the **Vendor Maintenance** the **Currency Code Entry** allows for entry of Currency info just while creating the Purchase Order.

The user can change the currency information for specific order before adding a line.

S Currency Code Entry

Vendor No. 01-AIRWAY

Name Airway Property

Currency Code CAN Canadian Dollar

Fixed Rate Currency Rate 2.251111

Payment Rate PO Entry

Print In Currency

OK Cancel

Currency Code - Select the Currency Code of the currency the Vendor will use.

Print In Curr.- Check this box (**Print P/O in Foreign Currency**) to request the display of amounts in foreign currency, when printing the Purchase Order.

Pay Rate - Select **P/O Rate** if you want to use the rate indicated on the Purchase Order Entry, or **Check Rate** to pay the amount based on the exchange rate at the time of payment (manual check entry).

Fixed Rate - Check this box if you want to use the negotiated **Fixed Currency Rate**.

Rate - Enter the currency rate you want to use.

Once all necessary fields are entered, click the **Lines** tab.

Just after a line is entered the fields in Currency Code Entry are disabled. Only the **Print In Currency** flag can be changed.

S Currency Code Entry

Vendor No. 01-AIRWAY

Name Airway Property

Currency Code CAN Canadian Dollar

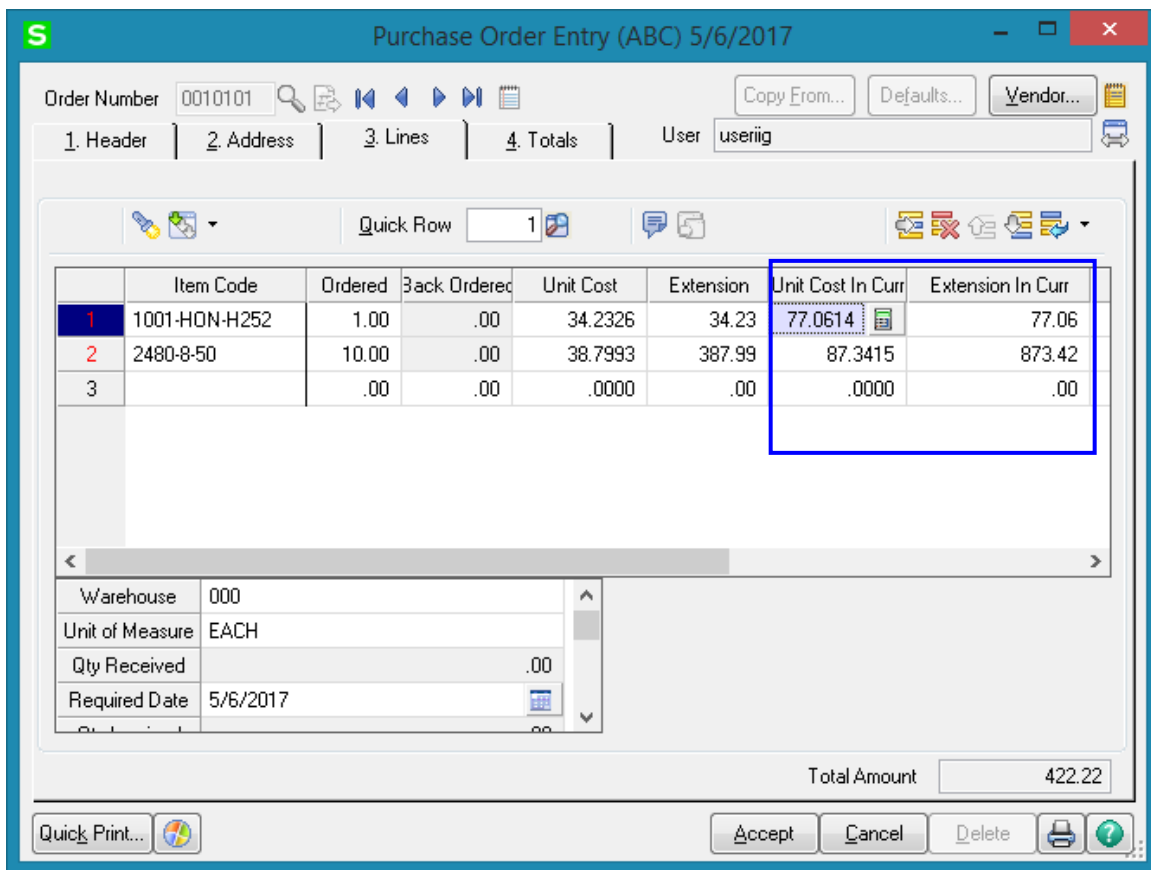
Fixed Rate Currency Rate 2.251111

Payment Rate PO Entry

Print In Currency

OK Cancel

Two new fields: **Unit Cost in Currency** and **Extension in Currency**, have been added to the Lines grid::



The **Unit Cost** or **Extension** of each item can be entered in either US or foreign currency.

Once all desired items are entered on the **Lines** tab, click the **Totals** tab.

Purchase Order Entry (ABC) 5/6/2017

Order Number: 0010101

Order Date: 5/6/2017 Order Type: Standard Order Order Status: New

Vendor No.: 01-AIRWAY Airway Property

Taxable Purchases	422.22	Last Receipt Number	
Nontaxable Purchases	.00	Last Receipt Date	
Freight Amount	.00	Last Invoice Number	
Sales Tax Amount	30.61	Last Invoice Date	
Order Total	452.83	Completed Date	
In Foreign Currency	1,019.39	Invoiced to Date	.00
Recalc Totals in Currency	.00		
Prepaid Check Number		Prepaid Freight	.00
Order Balance	452.83		
Order Balance in Currency	1,019.39		

Buttons: Quick Print..., Accept, Cancel, Delete, Help

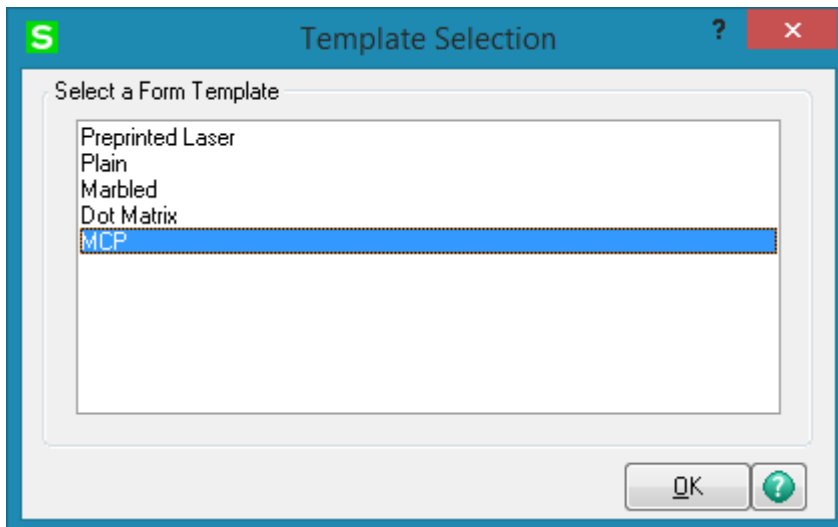
This screen displays **Order Total** and **Order Balance** both in US currency and in Foreign Currency.

The **In Foreign Currency** button allows for recalculating Order Total in foreign currency.

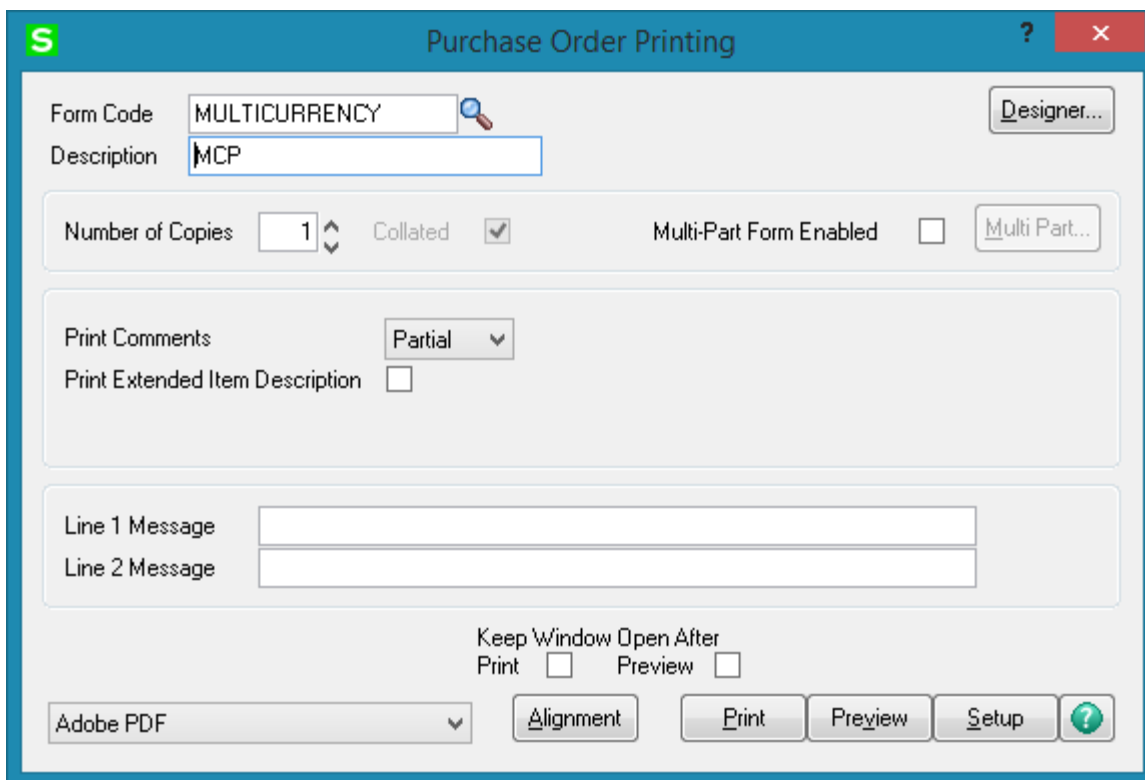
Note: The MCP related fields will not be visible if no currency info is entered for current Purchase Order.

Purchase Order Printing

The **MCP** form has been added to the Purchase Order Printing templates.



If the **Print in Currency** check box is selected in the Purchase Order Entry, the Currency information is displayed on the printing. The Unit Cost and Amount fields are printed in Currency.



Purchase Order Printing

Main Report

Page: 1

Purchase Order

ABC Distribution and Service Corp.

P.O. Number: 0010101
Order Date: 5/6/2017
Currency Code: CAN
Currency Rate: 2.251111
Vendor Number: 01-AIRWAY

Vendor:
 Airway Property
 7888 Saddlebush Trail
 Bank Building
 Suite 1008
 Orange, CA 92669-0001
Confirm To:
 Leo Henry

Ship To:
 ABC Distributing Company
 3191 AIRPORT LOOP
 COSTA MESA, CA 92626

Required Date	Ship VIA	F.O.B.	Terms			
5/6/2017			NET END OF MONTH			
Item Code	Unit	Ordered	Received	Backordered	Unit Cost	Amount
1001-HON-H252 HON 2 DRAWER LETTER FLE/W/D LK	EACH	1.00	0.00	0.00	77.0614	77.06
2480-8-50 DESK FILE 8" CAP 50	EACH	10.00	0.00 Whse: 000	0.00	87.3415	873.42
					Net Order:	950.48
					Sales Tax:	68.91
					Freight:	0.00
					Order Total:	1,019.39

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

Purchase Order History Inquiry

The Currency information is accessible also in the **Purchase Order Inquiry** and **Purchase Order History Inquiry**.

Purchase Order History Inquiry (ABC) 5/12/2017

Order Number: 0010101

Order Date: 5/6/2017 Order Type: Standard Master/Repeat PO:

Vendor No.: 01-AIRWAY Name: Airway Property

Order Status: Completed Order Required Date: 5/6/2017

1099 Form: None 1099 Box:

Sales Tax: Schedule: CA California: Use Tax:

Purchase Address: Airway Property Ship-To Address: 0000 ABC Distributing Company

Terms Code: 03 NET END OF MONTH Ship Via: FOB:

Warehouse: 000 CENTRAL WAREHOUSE

Confirm To: Leo Henry E-mail: lhenry@sage.sample.com

Telephone: (714) 555-0980 Ext: 5852 Fax: (714) 555-0900 Batch Fax:

Comment: On Hold:

Press the Currency button to open the currency information screen.

Currency Information

Currency Code: CAN

Currency Rate: 2.251111

Payment Rate Type: PO Entry

Order Total: 1,019.39

Balance: 1,019.39

Receipt of Goods Entry

Select **Receipt of Goods Entry** from the **Purchase Order Main** menu and click the Header tab.

When a PO No. is selected, the **Curr. Code**, **Pay Rate** and **Rate** fields are populated with foreign currency information from the selected Purchase Order (if foreign currency was used).

The two new fields (**Unit Cost in currency** and **Extension in Currency**) added to the **Lines** grid, are the same as the ones on the **Purchase Order Entry** screen.

S Currency Code Entry

Vendor No. 01-AIRWAY

Name Airway Property

Currency Code CAN Canadian Dollar

Fixed Rate Currency Rate 2.251111

Payment Rate PO Entry

OK Cancel

S Receipt of Goods Entry (ABC) 5/6/2017

Receipt Number 001046

1. Header | 2. Address | 3. Lines | 4. Totals

Purchase Order Number 0010101 Hold Payment Tax Detail... Landed Cost...

Vendor No. 01-AIRWAY Invoice Number INV#05062017

Name Airway Property

Taxable Purchases	422.22	COD Number	
Nontaxable Purchases	.00	Less COD Amount	.00
Freight Amount	.00	COD Check Number	
Sales Tax Amount	30.61	Bank Code	A Security Pacific Checking
Invoice Total	452.83	Invoice Balance	452.83
Total in Foreign Currency	1,019.39	Invoice Due Date	5/30/2017
Prepayment Available	.00	Discount Date	
Prepayment Applied	.00	Discount Amount	.00
Prepaid Check Number		Prepaid Freight	.00

Accept Cancel Delete

The **Total In Foreign Currency** field in the Totals tab displays the Total amount of the Receipt in foreign currency.

Receipt of Invoice Entry

Select **Receipt of Invoice Entry** from the Purchase Order Main menu.

When PO No. is selected, the new fields display foreign currency information from that Purchase Order (if foreign currency was used).

Receipt of Invoice Entry (ABC) 5/6/2017

Receipt Number 001031

1. Header | 2. Address | 3. Lines | 4. Totals

Purchase Order Number 0010100 Invoice Number INV#050717 Invoice Date 5/6/2017

Vendor No. 01-NEW Airway Property

Order Type Standard Order
Order Status New
Required Date 5/5/2017

1099 Form None
1099 Box

Sales Tax
Schedule CA LA
Los Angeles County
Use Tax

Purchase Address
Ship-To Address 0000 ABC Distributing Company
Terms Code 03 NET END OF MONTH
Ship Via FOB
Warehouse 000 CENTRAL WAREHOUSE

Confirm To Leo Henry
E-mail lhenry@sage.sample.com
Telephone (714) 555-0980 Ext 5852
Comment

Currency...

Edit/View Currency

Accept Cancel Delete

The **Unit Cost in Currency** and **Extension in Currency** fields on the **Lines** tab are the same as the fields on the **Purchase Order Entry** and **Receipt of Goods Entry** screens.

S Currency Code Entry

Vendor No. 01-NEW
 Name Airway Property

Currency Code CAN Canadian Dollar
 Fixed Rate Currency Rate 2.251111
 Payment Rate PO Entry

OK Cancel

The **Total In Foreign Currency** on the **Totals** tab displays the total amount of the invoice in foreign currency.

S Receipt of Invoice Entry (ABC) 5/6/2017

Receipt Number 001031
 Defaults... Vendor...

1. Header | 2. Address | 3. Lines | 4. Totals

Purchase Order Number 0010100 Hold Payment Tax Detail...

Vendor No. 01-NEW Invoice Number INV#050717
 Name Airway Property

Taxable Purchases	193.50	COD Number	
Nontaxable Purchases	.00	Less COD Amount	.00
Freight Amount	.00	COD Check Number	
Sales Tax Amount	15.00	Bank Code	A Security Pacific Checking
Invoice Total	208.50	Invoice Balance	108.50
Total in Foreign Currency	469.36	Invoice Due Date	5/30/2017
Prepayment Available	100.00	Discount Date	
Prepayment Applied	100.00	Discount Amount	.00
Prepaid Check Number		Prepaid Freight	.00

Accept Cancel Delete

A/P Invoice Data Entry

The **Currency** button added on the **A/P Invoice Data Entry** screen allows the user to launch the **Currency Code Entry** for current **Vendor**. The Currency information is defaulted from **Vendor Maintenance** and can be changed during **Invoice Entry**.

If the **Payment Rate** is set to **Entry Rate**, the Currency Rate entered during Invoice Entry will be applied as Payment Rate in the Manual Check Entry.
Uncheck the **Use Fixed Rate** check box to be able to enter new Currency Rate.

S Currency Code Entry ? x

Vendor No. 01-AIRWAY

Name Airway Property

Currency Code CAN Canadian Dollar

Use Fixed Rate Currency Rate 2.751250

Payment Rate Entry Rate v

OK Cancel

If the **Payment Rate** is set to **Check Rate**, the Currency Rate for the date the check is entered or for the date closest to current date will be applied as Payment Rate in the Manual Check entry.

The **Invoice Amount in Curr.** field displays the Invoice Amount in Currency calculated as **Invoice Amount*Currency Rate**. In our example it is $150 * 2.751250 = 412.6875$ (412.69)

S A/P Invoice Data Entry (ABC) 5/6/2017 - x

Vendor No. 01-AIRWAY Batch 00011 Vendor...

Name Airway Property Currency...

Invoice No. 123456666

1. Header | 2. Lines

Invoice Date 5/6/2017

Invoice Amount 150.00

Invoice Amount in Curr. 412.69

Freight .00

Sales Tax .00

Subject to Discount 150.00

Prepaid Invoice

Terms Code 03 NET END OF MONTH

Invoice Due Date 5/30/2017

Discount Due Date

Discount Amount .00

Hold Payment Separate Check

Comment

1099 Payment

Form None Box

Accept Cancel Delete

Invoice History Inquiry

The **Currency** button on the **Invoice History Inquiry** screen allows the user to view currency information for current Invoice.

S A/P Invoice History Inquiry (ABC) 5/6/2017

Invoice No. 123456666 Type INV Date 5/6/2017 Tax Detail...
Source A/P

1. Main | 2. Lines | 3. Payments

Vendor No. 01-AIRWAY Airway Property
Source Journal AP-000020

Terms Code 03 NET END OF MONTH
Prepaid Invoice
Prepaid Date
Prepaid Check
Separate Check
Hold Payment
Comment
1099 Form Box

Invoice Due Date 5/30/2017
Discount Due Date
Discount Amount .00

Invoice Amount 150.00
Freight .00
Sales Tax .00
Subject to Discount 150.00

Sales Tax
Tax Schedule CA California
Tax Class TX Use Tax

Balance 150.00

Currency... OK

S Currency Information ?

Currency Code CAN
Currency Rate 2.751250
Payment Rate Type Entry Rate
Invoice Amount 412.69
Balance 412.69

OK

For Invoices created from P/O module the **Currency Information** screen displays also the **Net Invoice** amount:

The screenshot shows a dialog box titled "Currency Information" with a green 'S' icon, a question mark, and a close button. The dialog contains a table of fields and values:

Currency Code	CAN
Currency Rate	2.251111
Payment Rate Type	PO Entry
Invoice Total	154.13
Net Invoice	154.13
Balance	154.13

At the bottom of the dialog is an "OK" button.

Manual Check and Payment Entry

If Payment Rate (**Pay Rate**) on the Purchase Order is set to Check, 4 new fields will be added to the **Lines** tab of the **Manual Check and Payment Entry** screen opened from **Accounts Payable Main** menu.

This **Invoice Amount** field displays an amount, which is calculated taking into account the difference between **Currency** and **Payment Rates**.

Manual Check and Payment Entry (ABC) 5/6/2017

Bank Code: D | Payment Type: Check | Check No.: 000047 | Cash Account: 101-01-00 | Vendor...

1. Header | 2. Lines

	Invoice No.	Invoice Date	Invoice Amt	Discount Amt	Cor
1	INV#1033P010105	5/6/2017	121.08	.00	
2			.00	.00	

Quick Row: 1

Freight Amt	.00
Currency Code	CAN
Org Inv Amt	108.07
Currency Rate	2.522110
Payment Rate	2.251111

Check Distribution Balance: 0.00 | Payment Total: 121.08

Buttons: Accept, Cancel, Delete, Printer, Help

The **Currency Rate** field displays the rate of the created Invoice. The **Payment Rate** displays the Currency Rate for the date the check is entered or for the date closest to current date.

It is strongly recommended not to enter checks in the **Check Maintenance** program from the **Check Printing** menu of the **Accounts Payable** module.

The amounts in currency are not processed and cannot be viewed on the **Check Maintenance** screen.

The Currency processing works only during **Invoice Payment Selection** generation.

The Currency processing works only if one of the following: **Preprinted Laser**, **Plain** and **Marbled Form** templates are used for the **A/P Check Printing**.

If the **Payment Rate** in **Purchase Order** has been set to **Check** and the currency rate on the payment date is different from the Purchase Order rate, the difference is posted to the **G/L Account** specified for the Currency in the **Currency Code Maintenance** program under the **General Ledger Setup** menu.

The screenshot shows the 'Account Maintenance (ABC) 5/6/2017' window. The account number is 170-01-00 and the description is 'Currency (Can) Account'. The fiscal year is set to 2017. The 'Transactions' tab is active, showing a table with the following data:

Per	Date	Journal	Posting Remark	Debit	Credit
05	5/6/2017	MC-000017	A/P MANUAL CHEC...	13.01	

Below the transaction table is a summary table:

Beginning	Debit	Credit	Net Change	Ending Balance
5,959.67-	13.01	0.00	13.01	5,946.66-

The window also includes navigation buttons (Accept, Cancel, Delete) and a help icon at the bottom.

If the **Currency Rate** and **Payment Rate** are the same, the **Invoice Amt** field value matches the **Org. Inv. Amt**.

The **Curr Code**, **Curr Rate** and **Over** fields are printed on the **Manual Check and Payment Register Report**.

Check Number	Invoice Number	Check Date	Invoice Date	Vendor Number	Tax Schedule	Invoice Amount	Freight	Curr Code	Curr Rate	Over	Sales Tax	Discount	Distribution Amount	Check Amount
000047	INV#1033PO10105	5/6/2017	5/6/2017	01-AIRWAY	CA	121.08	0.00	CAN	2.251111	13.01	7.31	0.00 (ON FILE)	121.08	121.08
Bank D Total:						121.08	0.00			13.01	7.31	0.00	121.08	121.08
Report Total:						121.08	0.00			13.01	7.31	0.00	121.08	121.08

Invoice Payment Selection

You can create checks also from the **Invoice Payment Selection** program under the **Accounts Payable Check Printing and Electronic Payment** menu.

Invoice Payment Selection (ABC) 5/10/2017

Select By: Invoice Due Date Only

Invoice Due Date: 5/30/2017

Always Take Discounts:

Discount Due Date: 5/10/2017

Select Field	Operand	Value
Vendor Number	Equal to	01AIRWAY
Discount Due Date	All	
Sort Field	All	
Vendor's Balance Due	All	

Clear Proceed Cancel [Printer] [Help]

The **By Check Rate** column has been added to the Invoice Payment Selection Listing printing.

Invoice Payment Selection Listing

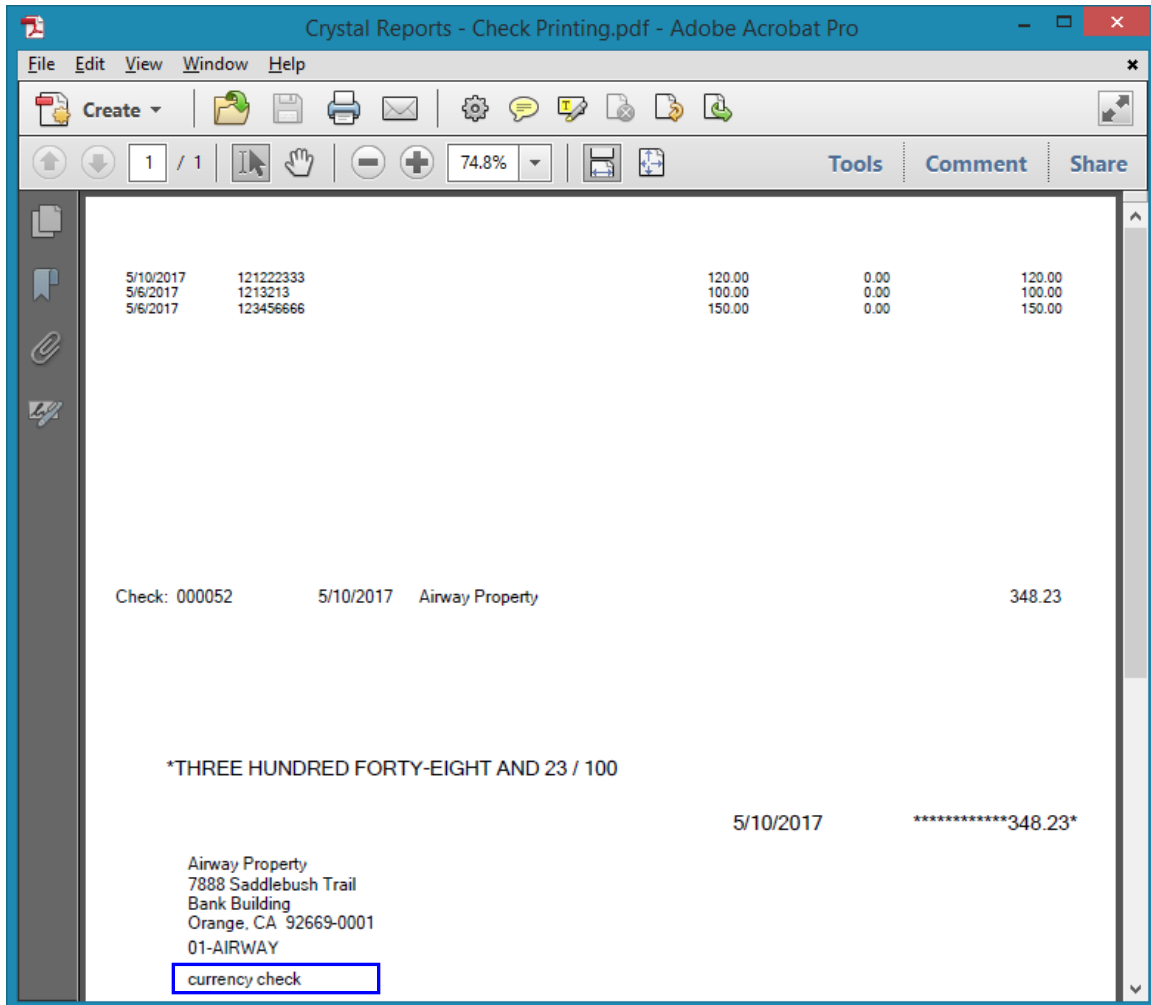
ABC Distribution and Service Corp. (ABC)

Division Number: 01 TRADE ACCOUNTS PAYABLE

Vendor Number/ Invoice Number	Invoice	Dates		Discount	Invoice Amount	Discount	Net Amount	By Check Rate
		Due						
AIRWAY Airway Property								
Check Entry Number: 001								
121222333	5/10/2017	5/30/2017			120.00	0.00	120.00	98.23
1213213	5/6/2017	5/30/2017			100.00	0.00	100.00	100.00
123456666	5/6/2017	5/30/2017			150.00	0.00	150.00	150.00
Check Entry 001 Totals:					370.00	0.00	370.00	348.23
Vendor AIRWAY Totals:					370.00	0.00	370.00	348.23
Division 01 Totals:					370.00	0.00	370.00	348.23
Report Totals:					370.00	0.00	370.00	348.23

Total number of checks: 1
Total number of checks not printed: 1

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%



The **Curr Code**, **Curr Rate** and **Over** fields are available on the Check register report:

Check Register
 Journal Posting Date: 5/10/2017
 Register Number: CD-000017

ABC Distribution and Service Corp. (ABC)

Bank Code: D - Wells Fargo Checking

Division Number: 01 TRADE ACCOUNTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	Check Entry Number
000052	5/10/2017	AIRWAY	Airway Property	5/10/2017	98.23	0.00	98.23	001
			121222333	5/10/2017	98.23	0.00	98.23	
								111.89
			1213213	5/6/2017	100.00	0.00	100.00	
								93.24
			123456666	5/6/2017	150.00	0.00	150.00	
								150.00
Check 000052 Total:					<u>348.23</u>	<u>0.00</u>	<u>348.23</u>	
Division 01 Total:					<u>348.23</u>	<u>0.00</u>	<u>348.23</u>	
Report Total:					<u>348.23</u>	<u>0.00</u>	<u>348.23</u>	

Current Page No.: 1 Total Page No.: 1 Zoom Factor: 100%

