



# Core Processing For Sage 100 ERP 2013

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## Installation Instructions and Cautions

**PLEASE NOTE: SAGE 100 ERP** must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 ERP installation and setup now; then allow any updating to be accomplished automatically.

Once SAGE 100 ERP installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

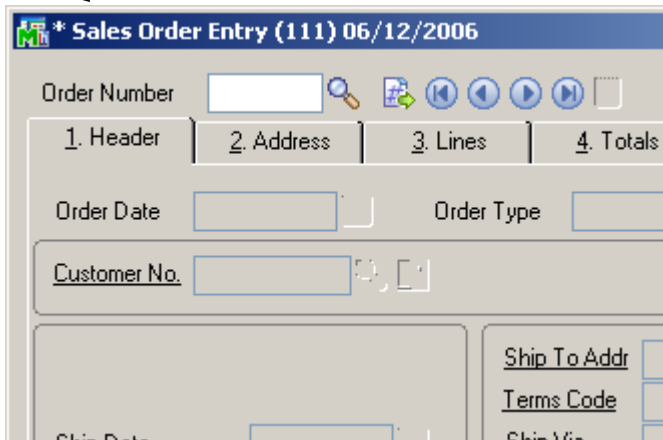
### Wait! Before You Install – Do You Use CUSTOM OFFICE?

**THIS IS AN IMPORTANT CAUTION:** If you have Custom Office installed, **and** if you have modified any SAGE 100 ERP 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 ERP.

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	Status
IIG Enhancement	5.00		AAAAAAAAAAAAAAAA	BBBBBB	Invalid

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.

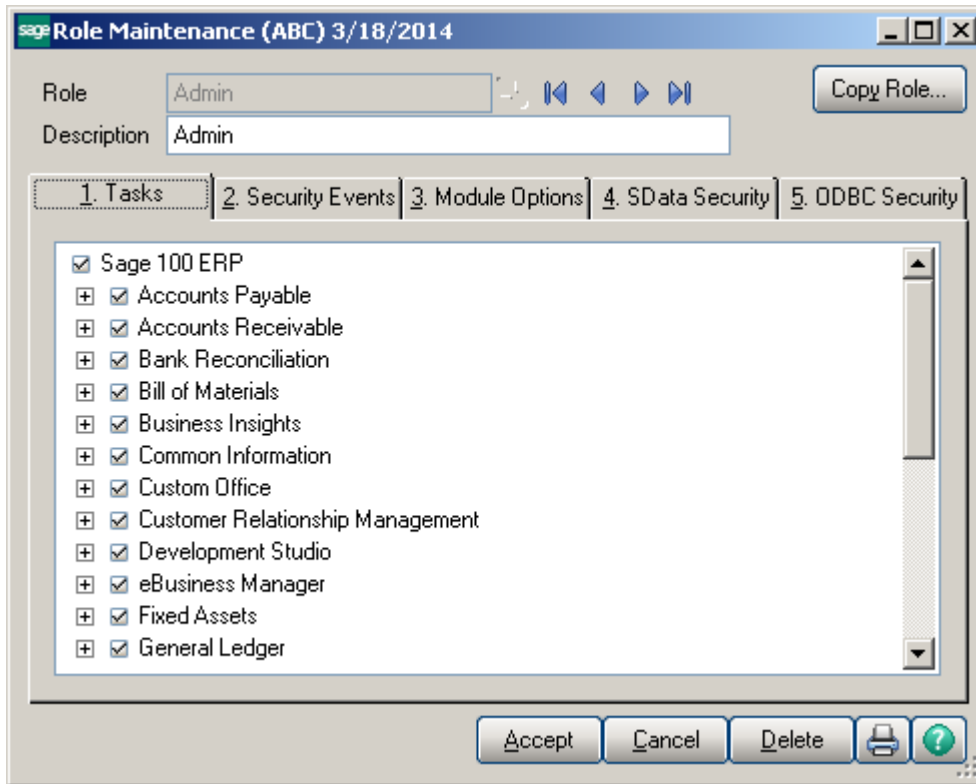
## ODBC Security

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

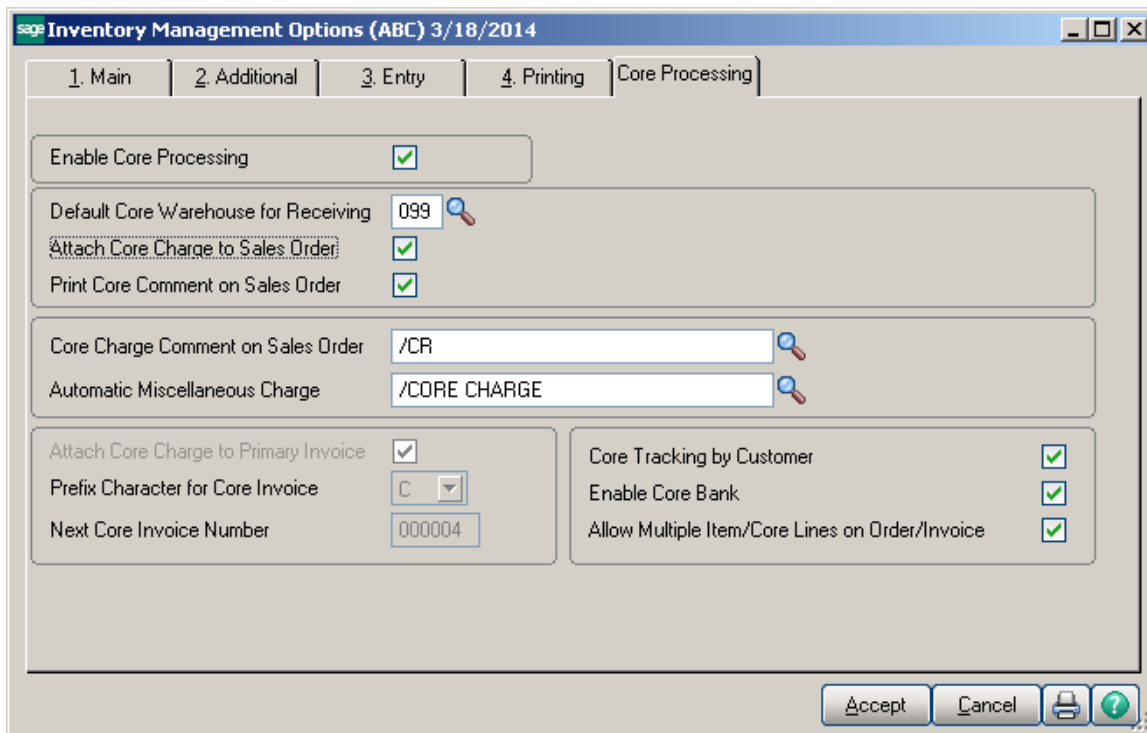
After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.



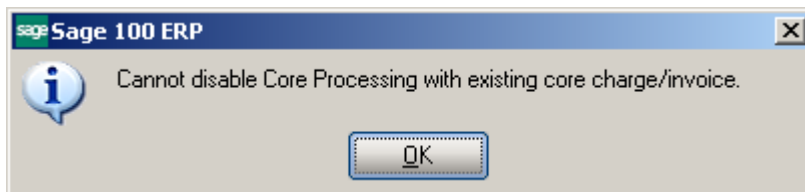
## Core Processing Setup

### Inventory Management Options

This enhancement adds the **Core Processing** tab to the Inventory Management options:



**Enable Core Processing:** Toggle to turn the enhancement on / off. If you attempt to turn the enhancement off while active core charge invoices exist the following warning will display:



**Default Core Warehouse for Receiving:** Default warehouse for Receipt of Cores Data Entry and Core Bank Receipt Entry.

**Attach Core Charge to Sales Order:** If checked, the core charge will display on the Sales Order and the Invoice. If unchecked, the core charge will only display on the Invoice. This option cannot be changed if there is unposted Core Charge/ Invoice.

**Core Charge Comment on Sales Order:** Default comment code that will append to any sales order that has a core charged.

**Print Core Comment on Sales Order:** Only available if a Core Charge Comment is assigned. If checked, the comment will print on the Sales Order. If unchecked, the comment will not print on the Sales Order.

**Automatic Miscellaneous Charge:** If a Miscellaneous Charge Code is assigned here, the system will automatically assign an additional Miscellaneous Charge whenever a Core Charge is assigned.

**Attach Core Charge to Primary Invoice:** If checked, the Core Charge is added to the Original invoice. The Core Charge uses the standard Accounts Receivable account assigned in Division Maintenance as well as the standard Purchases Clearing and Sales accounts assigned in Product Line Maintenance for GL Posting. If unchecked, a Core Invoice is automatically created with an alpha prefix (see below) that lists the core charge (and a Miscellaneous Charge Code if applicable). The Core Invoices uses the Core Receivables account assigned in Division Maintenance as well as the Core Clearing and Core Sales / Returns accounts assigned in Product Line Maintenance for GL Posting. This option cannot be changed until there is unposted Core Charge/ Invoice.

**Prefix Character for Core Invoice:** If Attach Core Charge to Primary Invoice is unchecked, assign the alpha character to precede all Core Invoice Numbers (for example, the core invoice number will be C000001).

**Next Core Invoice Number:** Enter the next invoice number to assign when using the Core Invoice Number feature.

**Core Tracking by Customer:** If checked, Core Eligibility is assigned in Customer Maintenance on a customer by customer basis. If unchecked, all customers are eligible to return Cores.

**Enable Core Bank:** If checked, Core Bank Functionality is turned on. If unchecked, Core Bank Functionality is turned off.

**Allow Multiple Item/Core Lines on Order/Invoice:** If checked, multiple items with Cores attached can be entered onto one Sales Order and / or Invoice. If unchecked, only one item with a Core attached can be entered per Sales Order and / or Invoice.



## Product Line Maintenance

**Core Clearing:** Enter account to be credited when a Core Invoice is updated with a positive value Core Charge; debited when a Receipt of Core is processed with a positive value Core Charge; or debited when a Cash Receipt is processed on a Core Invoice if Allow Multiple Item/Core on Order/Invoice is not checked.

**Core Sales/Income:** Enter account to be credited when a Cash Receipt is processed on a Core Invoice if Allow Multiple Item/Core on Order/Invoice is not checked.

The screenshot shows the Sage Product Line Maintenance window for 'PS&A' with the description 'PRINTER SUPPLIES & ACCESS'. The '2. Accounts' tab is active, displaying a table of accounts. The 'Core Clearing' account (170-00-00) is highlighted with a blue border.

Account	G/L Account No.	Description	Post by Whse
Inventory	115-00-03	Inventory - Central Warehouse	<input checked="" type="checkbox"/>
Cost of Goods Sold	450-01-00	Purchases	<input checked="" type="checkbox"/>
Sales/Income	400-01-00	Distribution sales (history)	<input checked="" type="checkbox"/>
Sales Returns	425-00-00	Returns & allowances	<input checked="" type="checkbox"/>
Inventory Adjustment	960-00-04	Miscellaneous	<input type="checkbox"/>
Purchases Clearing	200-03-00	Purchases clearing account	<input type="checkbox"/>
PO Variance Adjustment	960-00-04	Miscellaneous	<input type="checkbox"/>
Mfg Variance Adjustment	960-00-04	Miscellaneous	<input type="checkbox"/>
RMA Scrap	116-00-00	Inventory-Scrap	<input type="checkbox"/>
Repairs In Process	117-00-00	Inventory-Repairs in Process	<input checked="" type="checkbox"/>
Repairs Clearing	118-00-00	Inventory-Repairs Clearing	<input checked="" type="checkbox"/>
Core Clearing	170-00-00	Core Clearing	<input checked="" type="checkbox"/>
Core Sales/Income	111-00-00	Core Sales	<input checked="" type="checkbox"/>

## AR Division Maintenance

**Core Receivable:** Enter account to be debited when a Core Invoice is updated with a positive value Core Charge and credited when a Receipt of Core is processed with a positive value Core Charge.

SAP A/R Division Maintenance (ABC) 3/18/2014

Division No. 01

Description EAST SALES OFFICE

Accounts Receivable	105-00-01	Accts. receiv. - East Warehse
Cash Sales	111-00-00	Core Sales
Discounts Allowed	950-02-04	Discounts allowed
Freight	400-03-01	Freight charges - East
Sales Tax	235-01-00	Sales tax payable - East Cnty
Finance Charge	960-00-04	Miscellaneous
<b>Core Receivable</b>	<b>111-00-00</b>	<b>Core Sales</b>

Post to Location

Accept Cancel Delete ?

## Item Maintenance

**Core Item:** If checked, this inventory item is a Core Item and is available to attach to a parent item. If unchecked, this inventory item is not a Core Item.

**Core Rtn Item No.:** Select the Core Item Number to be assigned to the Parent Item. Only Core Items can be assigned in this field.

**Standard Value:** Enter the Standard Core Charge.

**Receipt Cost** – this is the Cost applied when creating Core Receipt through the **S/O Receipt of Cores Data Entry**.

The screenshot shows the Sage Item Maintenance (ABC) 3/18/2014 window. The window title is "Sage Item Maintenance (ABC) 3/18/2014". The "Item Code" field contains "CORE\_ITEM" and the "Description" field contains "Core Item". The window has several tabs: "1. Main", "2. Additional", "3. Quantity", "4. History", "5. Transactions", "6. Orders", and "7. Cost Detail". The "2. Additional" tab is selected. The window is divided into several sections:

- Confirm Cost Increase in Receipt of Goods:**  (unchecked)
- Print Receipt Labels:** Yes (dropdown)
- Explode Kit Items:** Prompt (dropdown)
- Next Lot/Serial Number:** (empty field)
- Commission Method:** Standard (dropdown)
- Commission Rate:** 0.000%
- Base Commission:** .00
- Allow Returns:**  (unchecked)
- Restocking Charge Method:** None (dropdown)
- Restocking Charge Rate:** .000%
- Categories:** COLOR, SIZE, STYLE, CATALOGUE REF# (empty fields)
- Sales Tax Class:** TX (Taxable)
- Purchases Tax Class:** TX (Taxable)
- Routing No.:** (empty field)
- Buyer Code:** (empty field)
- Planner Code:** (empty field)
- Image:** (empty field)
- Inactive Item:**  (unchecked)
- Internet Enabled:**  (unchecked)
- Allow Back Orders:**  (checked)
- Allow Trade Discount:**  (checked)
- Allocate Landed Cost:**  (checked)
- Core Item:**  (checked)
- Core Rtn Item:** (empty field)
- Standard Value:** 25,000
- Receipt Cost:** 20,000

The "Core Item" section is highlighted with a blue box. At the bottom of the window, there are buttons for "Accept", "Cancel", "Delete", and a help icon.

SAP Item Maintenance (ABC) 3/18/2014

Item Code: 8971  
 Description: UNIVERSAL 5 1/4" SDD FLEX DSK

1. Main | 2. Additional | 3. Quantity | 4. History | 5. Transactions | 6. Orders | 7. Cost Detail

Confirm Cost Increase in Receipt of Goods:

Print Receipt Labels: Yes

Explode Kit Items: Prompt

Next Lot/Serial Number:

Commission Method: Standard

Commission Rate: 0.000%

Base Commission: .00

Allow Returns:

Restocking Charge Method: None

Restocking Charge Rate: .000%

Categories:

COLOR:

SIZE: 5 1/4"

STYLE:

CATALOGUE REF#: P0055-0105

Sales Tax Class: TX Taxable

Purchases Tax Class: TX Taxable

Routing No.:

Buyer Code:

Planner Code:

Image: abc\_8971.jpg

Inactive Item:

Internet Enabled:

Allow Back Orders:

Allow Trade Discount:

Allocate Landed Cost:

Core Item:

Core Rtn Item: CORE-ITEM

Standard Value: .000

Receipt Cost: .000

Accept | Cancel | Delete |

## Customer Maintenance

**Core Tracking:** If checked, customer is eligible for Core Processing. If unchecked, customer is ineligible for Core Processing and will not have access to any of the Core Processing features. This field is only available if Core Tracking by Customer checked in Core Processing Setup.

The screenshot shows the Sage Customer Maintenance window for customer ABC 3/18/2014. The window title is "Sage Customer Maintenance (ABC) 3/18/2014". The customer number is 01-ABF and the name is American Business Futures. The address is 2131 N. 14th Street, Suite 100, Accounting Department, Milwaukee, WI 53205-1204, USA. The primary contact is Artie Johnson. The terms code is 01 (Net 30 Days). The ship code is UPS BLUE. The primary ship to is American Business Futures. The core terms code is 02 (2% Ten Days, Net 30 Days). The tax schedule is WI MILMIL. The credit limit is 120,000.00. The core tracking checkbox is checked, and the core pricing button is highlighted with a blue box.

**Customer Core Pricing:** Click on the button to access Customer Core Pricing Maintenance.

The screenshot shows the Sage Customer Core Pricing Maintenance window. The customer number is 01-ABF and the name is American Business Futures. The item code is CORE\_ITEM and the description is Core Item. The core value is 15,000 and the standard value is 25,000. The core value field is highlighted with a blue box.

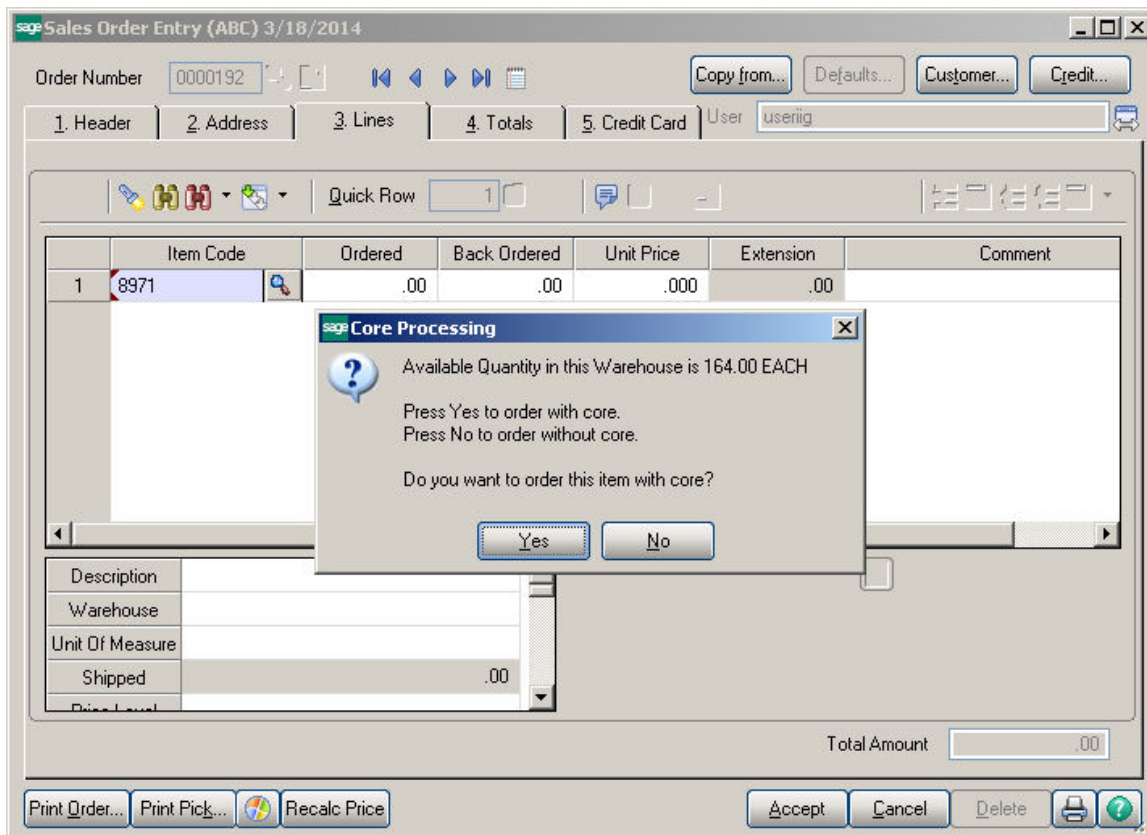
**Item No.:** Enter Core Item Number.

**Core Value:** Enter Customer Specific Core Charge. If 0.00, the Standard Value will be used.

## Core Processing

### Sales Order Entry

During **Sales Order Entry**, begin to enter a standard Sales Order for a customer that is Eligible for Core Processing. On the Lines tab, add an Inventory Item with a Core Item attached. The following dialogue box will display:



Click yes to enable the Core Processing functionality. Click No to enter a standard Sage 100 ERP Sales Order without the Core Processing functionality. Enter your order quantity and unit price. The **\*\*\*Core Attached at 'Core Value'\*\*\*** message will be displayed when highlighting a line item that has a Core Item Attached. (Please Note, if you selected yes to Attach Core Charge to Sales Order, the Core Charge will be added on the next line when you click OK on the Parent Item.) Complete the Sales Order and click Accept.

SAP Sales Order Entry (ABC) 3/18/2014

Order Number: 0000192

Copy from... Defaults... Customer... Credit...

1. Header | 2. Address | 3. Lines | 4. Totals | 5. Credit Card | User: useriig

Quick Row: 1

	Item Code	Ordered	Back Ordered	Unit Price	Extension	Comment
1	8971	2.00	.00	2.350	4.70	
2	/CR	.00	.00	.000	.00	
3	CORE_ITEM	2.00	.00	15.000	30.00	
4	/CORE CHARGE	.00	.00	.000	.00	
5		.00	.00	.000	.00	

Description: UNIVERSAL 5 1/4" SSDD FLEX DSK  
 Warehouse: 001  
 Unit Of Measure: EACH  
 Shipped: .00  
 Price Level: 1

\*\*\* Core Attached at 'Core Value' \*\*\*

(Average Cost = .775 ) Profit Margin % = 67

Total Amount: 34.70

Print Order... Print Pick... Recalc Price

Accept Cancel Delete

## Invoice Data Entry

During Invoice Data Entry, Select the Sales Order created with the Core Item Attached. Enter Invoice and ship the Parent Item with the Core Item attached. The **\*\*\*Core Attached\*\*\*** message will be displayed when highlighting a line item that has a Core Item Attached.

	Item Code	Ordered	Shipped	Unit Price	Extension	Co
1	8971	2.00	2.00	2.350	4.70	
2	/CR	.00	.00	.000	.00	
3	CORE_ITEM	2.00	2.00	15.000	30.00	
4	/CORE CHARGE	.00	.00	.000	.00	
5		.00	.00	.000	.00	

Description	UNIVERSAL 5 1/4" SSDD FLEX DSK
Warehouse	001
Unit Of Measure	EACH
Back Ordered	.00
Disc Level	1

\*\*\* Core Attached at 'Core Value' \*\*\*

Total Amount: 34.70

If the **Attach Core Charge to Primary Invoice** option is turned on in the **I/M Options**, the Core Charge will be added on the next line when you click OK on the Parent Item.



SAP S/O Invoice Data Entry (ABC) 3/19/2014

Invoice No. 0100113

1. Header | 2. Address | 3. Lines | 4. Totals | 5. Credit Card

	Item Code	Ordered	Shipped	Unit Price	Extension	Comment
1	8971	2.00	2.00	2.350	4.70	
2	/CR	.00	.00	.000	.00	
3	CORE_ITEM	2.00	2.00	15.000	30.00	
4	CORE_ITEM	1.00-	1.00-	15.000	15.00-	
5	/CORE CHARGE	.00	.00	.000	.00	
6		.00	.00	.000	.00	

Quick Row 1

Description	UNIVERSAL 5 1/4" SSDD FLEX DSK	*** Core Attached at 'Core Value' ***
Warehouse	001	
Unit Of Measure	EACH	
Back Ordered	.00	
Price Level	1	

Total Amount 19.70

Quick Print | Accept | Cancel | Delete

If the **Attach Core Charge to Primary Invoice** option is not turned on in the **Inventory Management Options**, finish entering invoice and click **Accept**.

The screenshot shows the SAP S/O Invoice Data Entry (ABT) 3/19/2014 window. The invoice number is 0100115. The window is divided into sections: 1. Header, 2. Address, 3. Lines, 4. Totals, and 5. Credit Card. The 'Lines' section is active, showing a table with columns: Item Code, Ordered, Shipped, Unit Price, Extension, and Comment. The table contains three rows: Row 1 (Item Code 8971, Ordered 2.00, Shipped 2.00, Unit Price 2.350, Extension 4.70), Row 2 (Item Code /CR, Ordered .00, Shipped .00, Unit Price .000, Extension .00), and Row 3 (Item Code blank, Ordered .00, Shipped .00, Unit Price .000, Extension .00). Below the table, there is a description field for 'UNIVERSAL 5 1/4" SSDD FLEX DSK' with a note '\*\*\* Core Attached at 'Core Value' \*\*\*'. Other fields include Warehouse (001), Unit Of Measure (EACH), and Back Ordered (.00). The Total Amount is 4.70. Buttons for 'Quick Print', 'Accept', 'Cancel', and 'Delete' are visible at the bottom.

Item Code	Ordered	Shipped	Unit Price	Extension	Comment
1 8971	2.00	2.00	2.350	4.70	
2 /CR	.00	.00	.000	.00	
3	.00	.00	.000	.00	

Description: UNIVERSAL 5 1/4" SSDD FLEX DSK  
 Warehouse: 001  
 Unit Of Measure: EACH  
 Back Ordered: .00  
 Total Amount: 4.70

Use the lookup at the Invoice Number field.

There are now 2 invoices, the second with the prefix defined in setup (i.e. 'C'). The second invoice is the core charge.

The screenshot shows a window titled "sage Invoice List" with a table of invoice data. The table has five columns: Invoice, Inv Date, Customer No, Bill To Name, and Inv Total. Three rows are visible, with the third row selected. Below the table is a search and filter section with buttons for "Filters...", "Custom...", "Select", "Cancel", and icons for refresh, print, and help. A status bar at the bottom indicates "Found 3 records".

Invoice	Inv Date	Customer No	Bill To Name	Inv Total
0100114	3/19/2014	01-ABF	American Business Futures	.00
0100115	3/19/2014	01-ABF	American Business Futures	4.70
C000004	3/19/2014	01-ABF	American Business Futures	15.00

Here is the Core Invoice created upon accepting the primary Invoice:

SAP S/O Invoice Data Entry (ABT) 3/19/2014

Invoice No. C000004 Defaults... Customer... Credit...

1. Header 2. Address 3. Lines 4. Totals 5. Credit Card

Invoice Date 3/19/2014 Invoice Type Standard Invoice Sales Order Number

Customer No. 01-ABF American Business Futures  
Cust PO

Order Status New  
Ship Date 3/19/2014  
Due Date 4/18/2014  
Discount Date 3/19/2014  
Warehouse 001 EAST WAREHOUSE

Apply to Inv #  
Ship To Addr 2 American Business Futures  
Terms Code 02 2% Ten Days, Net 30 Days  
Ship Via UPS BLUE FOB Tracking...  
Confirm To John Quinn  
E-mail artie@abf.com  
Fax No. Batch Fax  
Comment  
Salesperson 0100 Jim Kentley  
Split Comm. No Split Comm...

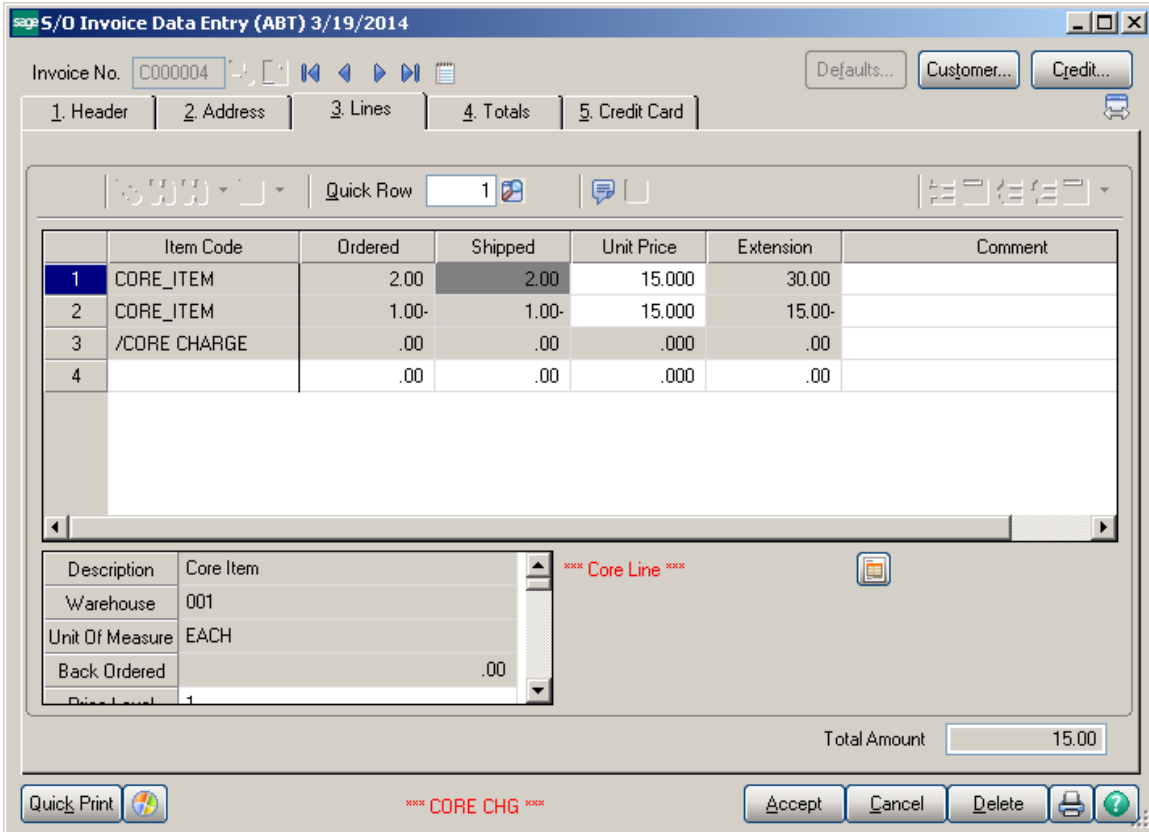
Print Invoice

Sales Tax  
Schedule WI Wisconsin

Quick Print

\*\*\* CORE CHG \*\*\*

Accept Cancel Delete



You are now able to print and update Invoices.

## Invoice Printing

If you want to have the original order number printed for Core Invoices it's necessary to add a Crystal formula. Core Invoice is determined based on the following condition:  
 SO068\_CRPCoreInvoiceAttached\$=isNO\$ AND  
 NOT(NUL(SO068\_CRPLinkedCoreInvoiceNo\$)) AND  
 NOT(NUL(SO068\_CRPCoreSalesOrderNo\$)).

## Receipt of Cores Data Entry

**Receipt of Cores Data Entry** is found on the **Sales Order Shipping** Menu. Enter the next Invoice Number. Select the Return Order by the R.O. Number lookup.

Sage S/O Receipt of Cores Data Entry (ABT) 3/19/2014

Invoice No. 0100116

1. Header | 2. Lines | 3. Totals

Invoice Date 3/19/2014 Invoice Type Credit Memo

R.O. Number 0000194

Customer No. 01-ABF American Business Futures

Order Status 1 Step

Ship Date 3/19/2014

Due Date 4/18/2014

Discount Date 3/29/2014

Warehouse 099 REPAIR WAREHOUSE

Sales Tax Schedule WI Wisconsin

Apply to Inv # C000004

Ship To Addr 2 American Business Futures

Terms Code 02 2% Ten Days, Net 30 Days

Ship Via UPS BLUE FOB

Confirm To John Quinn

E-mail artie@abf.com

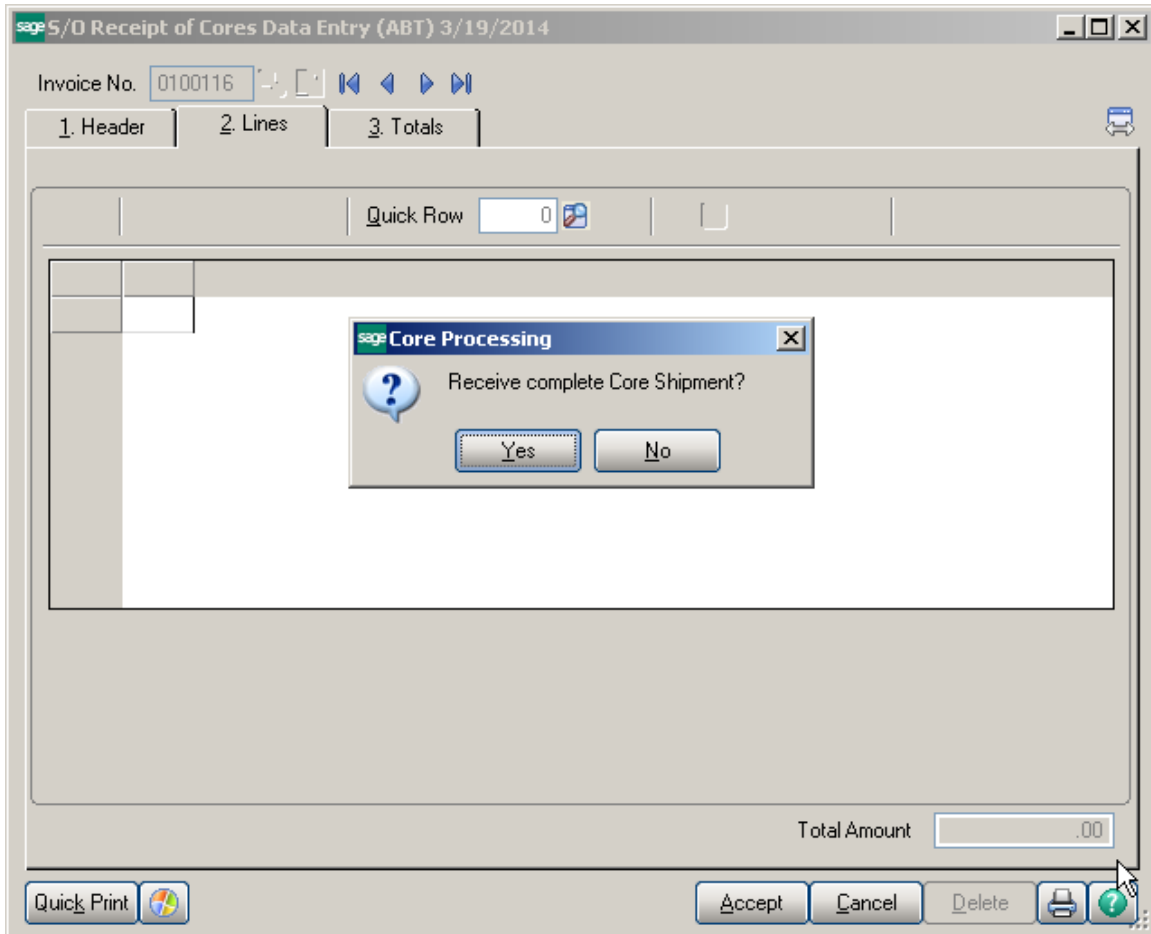
Fax No.

Comment

Salesperson 0100 Jim Kentley

Quick Print Accept Cancel Delete

The details of the original Core Charge invoice will populate. Go to the Lines tab. The following dialogue box will appear:



To receive all Core Charges on the Core Invoice click Yes. Otherwise Click No and manually key in the quantity received.

sage S/O Receipt of Cores Data Entry (ABT) 3/19/2014

Invoice No. 0100116

1. Header    2. Lines    3. Totals

Quick Row 1

	Item Code	Ordered	Received	Unit Price	Extension	Co
1	CORE_ITEM	1.00	1.00	15.000	15.00	
2	/CORE CHARGE	.00	.00	.000	.00	

Description	Core Item	*** Core Line ***
Warehouse	099	
Unit Of Measure	EACH	
Back Ordered	.00	
Price Level	1	

Total Amount 15.00

Quick Print    Accept    Cancel    Delete    [Print Icon]    [Help Icon]

Click on the Totals tab and click Accept.

The Receipt of Cores Data Entry has now generated a Credit Memo for the Core Charge. Print and Update the Credit Memo on the Sales Order Main menu.



SAP S/O Invoice Data Entry (ABT) 3/19/2014

Invoice No. 0100116 Defaults... Customer... Credit...

1. Header 2. Address 3. Lines 4. Totals 5. Credit Card

Invoice Date 3/19/2014 Invoice Type Credit Memo Sales Order Number

Customer No. 01-ABF American Business Futures  
Cust PO

Order Status 1 Step  
Ship Date 3/19/2014  
Due Date 4/18/2014  
Discount Date 3/29/2014  
Warehouse 099 REPAIR WAREHOUSE

Apply to Inv # C000004 Print Invoice   
[Ship To Addr](#) 2 American Business Futures  
[Terms Code](#) 02 2% Ten Days, Net 30 Days  
[Ship Via](#) UPS BLUE FOB Tracking...  
Confirm To John Quinn  
E-mail artie@abf.com  
Fax No. Batch Fax   
Comment  
[Salesperson](#) 0100 Jim Kentley  
Split Comm. No Split Comm...

Sales Tax Schedule WI Wisconsin

Quick Print \* CORE CREDIT \* Accept Cancel Delete

## Core Bank Receipts

**Core Bank Receipt** checkbox added on the **Header** tab of the Transaction Entry allows indicating the **Receipts Transaction** as **Core Bank Receipt**.

Select the next Entry Number and check the **Core Bank Receipt** checkbox.

The screenshot shows the Sage Transaction Entry (ABT) 3/19/2014 window. The 'Transaction Type' is set to 'Receipts' and the 'Entry Number' is '00000017'. The 'Transaction Date' is '3/19/2014' and the 'Core Bank Receipt' checkbox is checked. The 'Default Warehouse' is '099 REPAIR WAREHOUSE'. There is a 'Comment' field. At the bottom are buttons for 'Accept', 'Cancel', 'Delete', and a help icon.

Enter the Transaction Date, Default Warehouse and a Comment for the transaction. Go to the Lines tab.

Enter the Core Item Number and the Customer Number. Enter the Quantity. The U/M and Whse default from Item Maintenance, you can override this detail if necessary.

The Unit Cost is populated with **Standard Value** from **Item Maintenance**.

sage Transaction Entry (ABT) 3/19/2014

Transaction Type: Receipts

Entry Number: 00000017

1. Header 2. Lines

Quick Row: 1

	Item Code	Quantity	Unit Cost	Extension
1	CORE_ITEM	2.00	25.000	50.00
2		.00	.000	0.00

Warehouse: 099

Extended Desc:

Distrib Required:

Customer No.: 01-ABF

Total Amount: 50.00

Accept Cancel Delete

Print the Transaction Journal and Update the Transaction. The Core Bank Receipt will be reflected in the Customer Core Bank as well as in Item Inquiry for the Core Item.

## Core Processing Inquiry Tools

### Customer Maintenance / Inquiry

#### Customer Core Bank:

Click the **Core Bank Inquiry** button (is available if the Enable Core Bank option is selected in the I/M Options) near the top right hand corner of Customer Maintenance to access the Core Bank. The Customer Core Bank lists all core items specific to the customer that were returned prior to any Core Charges being invoiced to that customer. The Core Items are received into Inventory using a Core Bank Receipt transaction. Core items are stored in the bank to be utilized on future core transactions prior to invoicing the customer for any new Core Charges.

The screenshot shows the Sage Customer Maintenance (AB1) 9/8/2014 window. The title bar includes the Sage logo and window controls. The main area is divided into several sections:

- Customer Information:** Customer No. 01-ABF, Name American Business Futures. Buttons for Copy From..., Renumber..., and More... are visible. A Core Bank Inquiry, Alt+Y button is also present.
- Navigation Tabs:** 1. Main, 2. Additional, 3. Statistics, 4. Summary, 5. History, 6. Invoices, 7. Core Inv., 8. Transactions, 9. S/Os.
- Address Section:** 2131 N. 14th Street, Suite 100, Accounting Department. ZIP Code 53205-1204, City Milwaukee, WI, Country USA.
- Contact Information:** Salesperson 0100 Jim Kentley, Telephone (414) 555-4787, Ext 219.
- Terms and Conditions:** Terms Code 01 Net 30 Days, Primary Contact ARTIE JOHN Artie Johnson, Ship Code UPS BLUE, Primary Ship To 2 American Business Futur, Core Terms Code.
- Tax Schedule:** WI MILMIL Milwaukee, Exemptions... button.
- Credit Information:** Credit Hold checkbox, Credit Limit 120,000.00.
- Core Processing:** Core Processing checkbox, Core Tracking checked, Core Pricing... button.
- Other Fields:** Residential Addr checkbox, E-mail Address artie@sage.sample.com, URL Address www.abf.com.

At the bottom, there are buttons for Accept, Cancel, Delete, and a help icon.

ItemCode	Description	Core Balance	Qty Applied
1 CORE	1 Core	2.00	.00
CORE_ITEM	Core Item	2.00	5.00

Search: ItemCode Begins with Find

Filters... Custom... Select Cancel [Export] [Print] [Help]

Found 2 records

### Customer Core Invoices:

Click on the **Core Invoices** tab to view only Core Invoice transactions. This option only available if No is selected at Attach Core Charge to Primary Invoice in Core Processing Setup.

SAP Customer Maintenance (ABT) 3/19/2014

Customer No. 01-ABF  
 Name American Business Futures

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

Invoice ...	Invoice...	Inv Date	Inv Due Date	Disc Date	Amount	Discount	Balance
C000004	Invoice	3/19/2014	4/18/2014	3/19/2014	15.00	0.30	0.00
C000005	Invoice	3/19/2014	4/18/2014		0.00	0.00	0.00
C000006	Invoice	3/19/2014	4/18/2014	3/19/2014	30.00	0.60	0.00
C000008	Invoice	3/19/2014	4/18/2014		0.00	0.00	0.00

Trans Date	Trans Type	Trans Amount	Pay Date	Check No.	Payment Ref	Cr Card	RM
3/19/2014	Invoice	15.00					
3/19/2014	Credit Memo	15.00-			0100116		

Balance	Current	30 Days	60 Days	90 Days	120 Days
1,172.00-	1,172.00-	0.00	0.00	0.00	0.00

Accept Cancel Delete

## Item Maintenance / Inquiry

Item Inquiry for Core Items will display the quantity On Hand, On PO, On SO, On BO, Committed, On WO and Qty Available.

SAP Item Maintenance (ABT) 3/19/2014

Item Code: CORE\_ITEM  
Description: Core Item

1. Main | 2. Additional | 3. Quantity | 4. History | 5. Transactions | 6. Orders | 7. Cost Detail

Product Line: PS&A PRINTER SUPPLIES & ACCESS  
 Product Type: Finished Good  
 Valuation: Average Cost  
 Procurement: Buy

Unit of Measure: Standard EACH  
 Purchases: EACH No. of EACH 1  
 Sales: EACH No. of EACH 1

Price Code:   
 Default Whse: 099 REPAIR WAREHOUSE  
 Primary Vendor:   
 Warranty Code:

Sales: Retail Price .000, Standard Price .000, Last Sold 3/19/2014  
 Purchases: Standard Cost .000, Average Cost 21.750, Last Receipt 3/19/2014  
 Last Costs: Item 25.000, Allocated .000, Total 25.000

Whse	Description	On Hand	On PO	On SO	On Bk Ord	Committed	Available	In Shipping	On H
001	EAST WA...	.00	.00	.00	.00	.00	.00	.00	.00
099	REPAIR W...	20.00	.00	13.00	4.00	9.00	11.00	13.00	

Accept Cancel Delete

Item Inquiry for Parent Items will display the Core Item Attached.

The screenshot shows the Sage 100 ERP Item Inquiry window for item 8971. The window title is "Sage Item Inquiry (ABT) 3/19/2014". The description is "UNIVERSAL 5 1/4\" SSDD FLEX DS". The window is divided into several sections:

- Navigation:** 1. Main, 2. Additional, 3. Quantity, 4. History, 5. Transactions, 6. Orders, 7. Cost Detail.
- General Settings:**
  - Confirm Cost Increase in Receipt of Goods:
  - Print Receipt Labels: Yes
  - Explode Kit Items: Prompt
  - Next Lot/Serial Number:
- Tax Settings:**
  - Sales Tax Class: TX (Taxable)
  - Purchases Tax Class: TX (Taxable)
- Commission Settings:**
  - Commission Method: Standard
  - Commission Rate: 0.000%
  - Base Commission: .00
- Routing and Image:**
  - Routing No.:
  - Buyer Code:
  - Planner Code:
  - Image: abc\_8971.jpg
- Inventory and Order Settings:**
  - Inactive Item:
  - Internet Enabled:
  - Allow Back Orders:
  - Allow Trade Discount:
  - Allocate Landed Cost:
- Restocking Charge Settings:**
  - Allow Returns:
  - Restocking Charge Method: None
  - Restocking Charge Rate: .000%
- Categories:**
  - COLOR:
  - SIZE: 5 1/4"
  - STYLE:
  - CATALOGUE REF#: P0055-0105
- Core Item Settings (highlighted with a blue box):**
  - Core Item:
  - Core Rtn Item: CORE\_ITEM
  - Standard Value: .000
  - Receipt Cost: .000

**Delete and Change Items** utility has been modified to respectively update the **Core Rtn Item** attached to Parent Item.

## Reports

The following Sage 100 ERP Standard Reports have been modified to Include, Exclude or show both for Core Items or Core Invoices.

- Inventory Stock Status Report
- Inventory Valuation Report
- Inventory Valuation Report by Period
- AR Aged Invoice Report\*
- AR Trial Balance\*
- AR Cash Expectation Report\*
- Customer Sales Analysis\*
- Monthly Sales Report\*



**Inventory Stock Status Report (ABT) 3/19/2014**

Report Setting: STANDARD Save

Description: Inventory Stock Status Report

Setting Options

Type: Public  Print Report Settings  Number of Copies: 1

Default Report:  Three Hole Punch:  Collated:

Sort Report By: Item Code  Core Items to Print: Include

Options

Print Zero Balances:  Print Warehouse Detail:

Product Types to Print

All Types:  Finished Goods:  Raw Materials:  Discontinued:  Kits:

Procurement Types to Print

All Types:  Make:  Buy:  Subcontract:  Print Inactive Items:

Selections

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

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

\*Only applicable if No is selected at Attach Core Charge to Primary Invoice in Core Processing Setup.

**SAGE Customer Sales Analysis (ABT) 3/19/2014**

Report Setting: STANDARD Save

Description: Customer Sales Analysis

Setting Options

Type: Public  Print Report Settings  Number of Copies: 1

Default Report:  Three Hole Punch:  Collated:

Sort Report By: Customer Number

Options

Fiscal Year: 2012 Core Invoices to Print: Exclude

Accounting Period: 05/31/2012   
Exclude  
Include  
Only

Data to Print

Period to Date Data:   
 Year to Date Data:   
 Prior Year Data:

Selections

Select Field	Operand	Value
Customer Number	All	
Customer Name	All	
Salesperson	All	
Customer Type	All	

Adobe PDF  Keep Window Open After  Print Preview Setup ?