

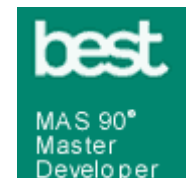


Information Integration Group, Inc.

MultiCurrency for A/R & S/O For MAS 90/200

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Installation Instructions and Cautions

PLEASE NOTE: MAS 90 must already be installed on your system before installing any IIG enhancement. If not already done, perform your MAS 90 installation and setup now; then allow any updating to be accomplished automatically. Once MAS 90 installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

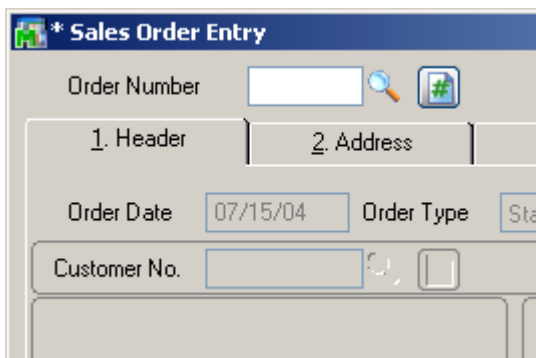
Wait! Before You Install – Do You Use CUSTOM OFFICE?

THIS IS AN IMPORTANT CAUTION: If you have Custom Office installed, **and** if you have modified any MAS 90 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 MAS 90.

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**.

The screenshot shows the 'IIG Master Developer Enhancement Registration' dialog box. It includes the following fields and controls:

- Registered Customer:** Customer
- Registration Information:**
 - Reseller Name: [Empty]
 - Serial Number: 1111111111
 - Customer Number: 222222222
 - User Key: 3333333333333333
 - Product Key: CCCCC, DDDDD, EEEEE, FFFFF, GGGGG
- Enhancement Table:**

Enhancement	Level	Release Date	Serial Number	Unlocking Key
IIG Enhancement Name	4.00	07/19/04	AAAAAAAAAAAAAAAA	BBBBBB
- Buttons:** OK, Undo, Print Registration Form, Close
- Status Bar:** ABC, 7/19/04

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.

IIG Registration Form can be printed by using the **Print Registration Form** button.

Introduction

A standard feature inherent in all MAS90® FOR WINDOWS accounting software allows you to customize each module to fit your company's specific accounting requirements. The General Ledger module presents you with a series of questions allowing you to select from a wide range of custom options. By answering these questions in the manner most appropriate for your business, you will enjoy the benefits of an efficient General Ledger System.

General Ledger Setup

Information Integration Group, Inc. has added two options in the General Ledger Setup menu. The **Currency Code Maintenance** screen allows you to enter any currency and set up a default rate. The **Currency Rate Maintenance** screen also enables you to change the rate 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 Windows-style dialog box titled "Currency Code Maintenance". It features a search icon next to the "Currency Code" field (containing "CAN") and the "Description" field (containing "Can Dollar"). Below these are fields for "Default Rate" (1.1111) and "G/L Account No." (113-00-0000). A "Use Default Rate" checkbox is present and unchecked. At the bottom, there are navigation buttons (Home, Back, Forward, End) and "Accept", "Cancel", and "Delete" buttons. A status bar at the bottom right displays "IIG ABC 7/29/04".

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

Description: Enter the name of the currency.

Default Rate: Enter the rate of the currency and check the **Use Default Rate** box to designate the Default Rate as the rate to be used when working in the Accounts Receivable and Sales Order systems.

G/L Account Number: Choose G/L Account 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 Rate Maintenance

The **Currency Rate Maintenance** screen 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:

The screenshot shows a software window titled "Currency Rate Maintenance". At the top, there is a "Currency Code" field containing "CAN" and a magnifying glass icon, followed by a label "Canadian Dollar" and a flashlight icon. Below this is a "Date" field with "07/26/04" and a "Currency Rate" field with "1.1000". At the bottom of the window, there are four navigation buttons (Home, Back, Forward, End) and three action buttons: "Accept", "Cancel", and "Delete". A status bar at the bottom right of the window displays "ABC" and "7/28/04".

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

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

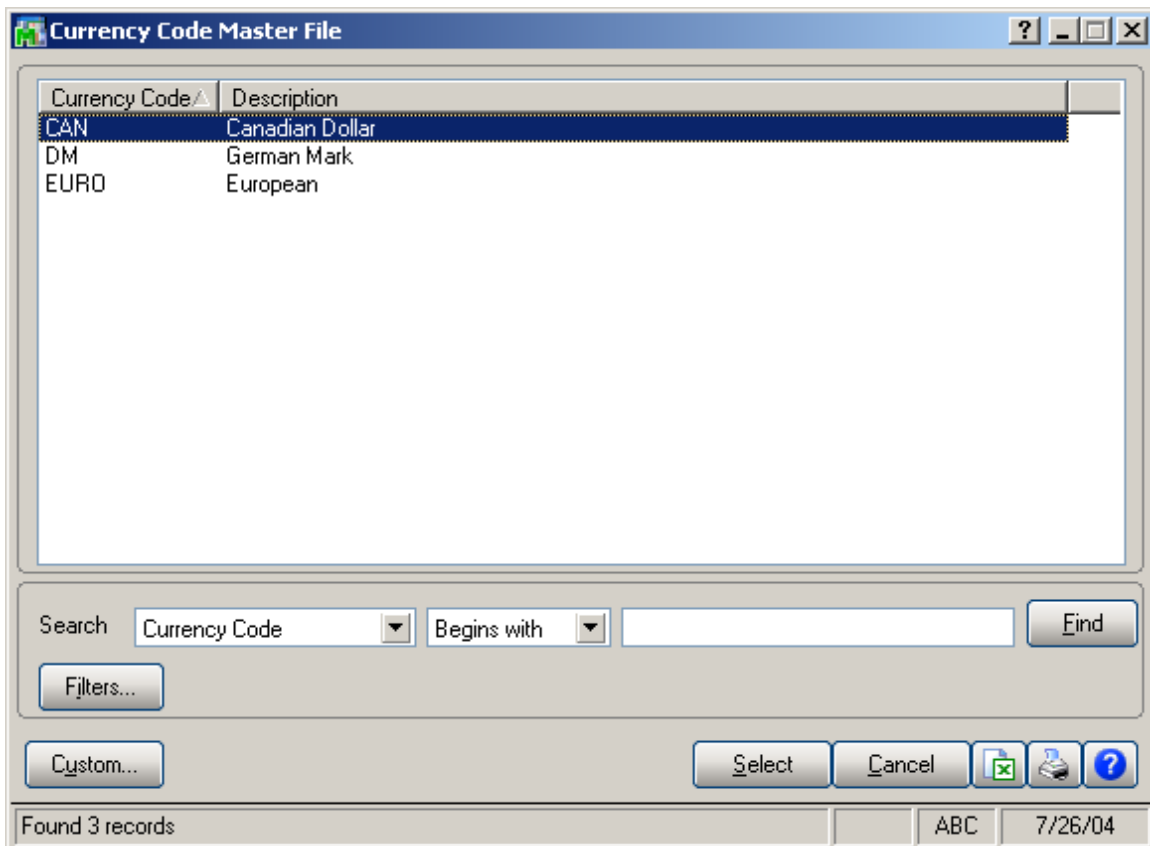
Currency Rate: Enter the current rate of the currency.

Select **Accept** to accept the entry.

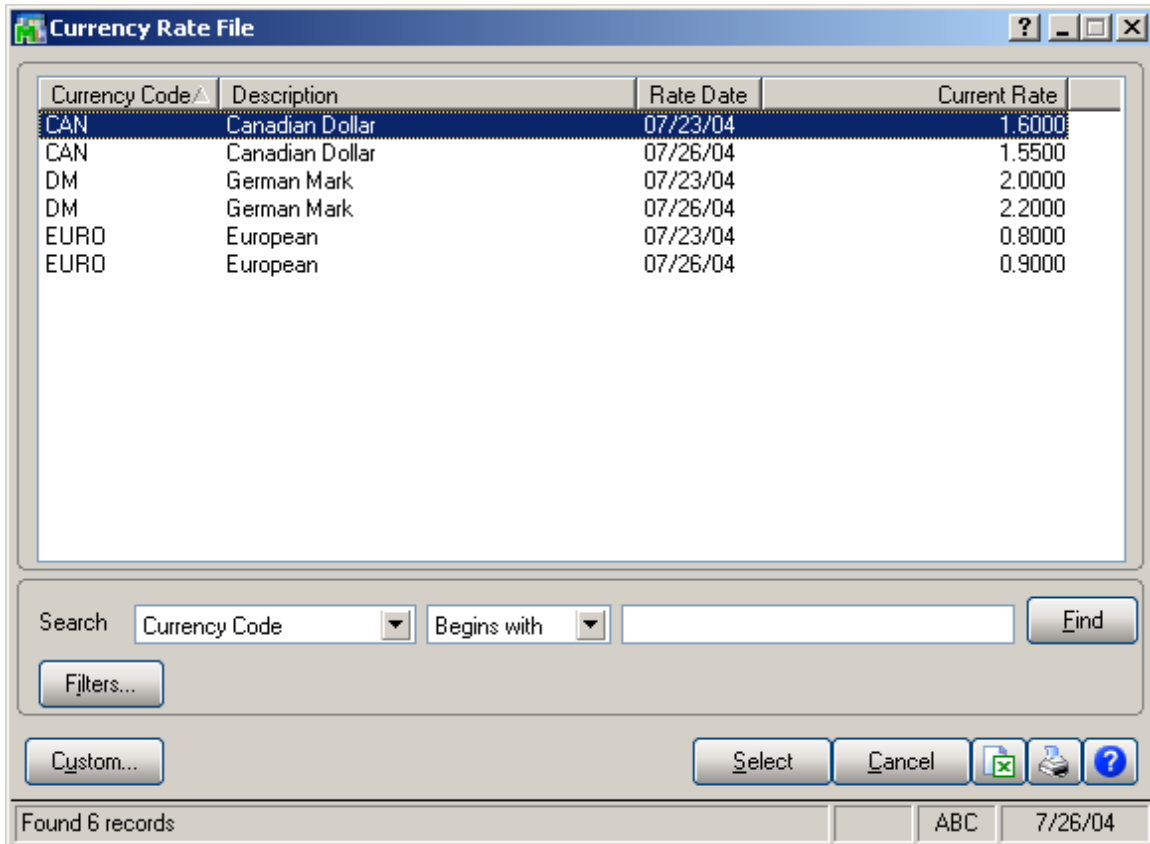
Select **Cancel** to clear and re-enter.

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

Clicking the **Lookup** button will display the following screen with a list of currencies:



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



The screenshot shows a window titled "Currency Rate File" with a table of currency rates. The table has four columns: "Currency Code", "Description", "Rate Date", and "Current Rate". The data is as follows:

Currency Code	Description	Rate Date	Current Rate
CAN	Canadian Dollar	07/23/04	1.6000
CAN	Canadian Dollar	07/26/04	1.5500
DM	German Mark	07/23/04	2.0000
DM	German Mark	07/26/04	2.2000
EURO	European	07/23/04	0.8000
EURO	European	07/26/04	0.9000

Below the table, there is a search section with a "Search" label, a dropdown menu set to "Currency Code", another dropdown menu set to "Begins with", an empty text input field, and a "Find" button. There are also buttons for "Filters...", "Custom...", "Select", "Cancel", and a help icon. At the bottom, a status bar shows "Found 6 records", "ABC", and "7/26/04".

Customer Maintenance

Information Integration Group has added new fields to the Customer Maintenance Program allowing users to define and manage foreign currency if the customer uses it to make payments.

Select **Customer Maintenance** from the Accounts Receivable Main menu and click the **Additional** tab. The following screen will appear:

The screenshot shows the 'Customer Maintenance' window with the 'Additional' tab selected. The 'Currency Code' field is highlighted with a box labeled 'New fields'. The 'Currency Code' is set to 'CAN' (Canadian Dollar). Other fields include 'Use Default Currency Rate' (unchecked), 'Use Fixed Rate' (checked, 1.1000), 'Payment Rate Type' (Cash Rate), 'Print SO and Invoice in Foreign Currency' (checked), 'Primary Credit Card Information' (Number, CC Pymt Type, Validation Code, Cardholder Name, Expiration Date), 'Dflt Pymt Type' (NONE), 'Discount Rate' (.000%), and 'Fin Charge Rate' (1.500%).

New fields

Currency Code: Select from the list the Code of the Currency that the customer uses for payments or enter the Code manually.

Use Default Currency Rate: Check this box to select the default rate as the rate used when working in the Accounts Receivable and Sales Order systems.

Use Fixed Rate: Check this box if you want to use a fixed currency rate during Sales Order and Invoice Data Entry, and enter the rate in the field next to the check box.

Payment Rate Type: Select **Order Rate** if you want to use the rate indicated in the Sales Order Entry or **Cash Rate** to pay an amount based on the exchange rate at the time of payment (cash receipt).

Print SO and Invoice in Foreign Currency: Check this box to show amounts in foreign currency when printing Sales Orders and Invoices.

Sales Order Entry

Select **Sales Order Entry** from the Sales Order Main menu and click the **Header** tab.

The screenshot shows the 'Sales Order Entry' window with the following fields and values:

- Order Number: 0000233
- Order Date: 07/29/04
- Order Type: Standard Order
- Customer No.: 01-SHEPARD (Shepard Motorworks)
- Ship Date: 07/29/04
- Status: New
- Whse: 001 (EAST WAREHOUSE)
- Ship To: [Empty]
- Terms Code: 02 (2% Ten Days, Net 30 Days)
- Ship Via: UPS BLUE
- Confirm To: Alan Shepard
- Salesperson: 0200 (Shelly Westland)
- Currency Code: CAN (Canadian Dollar)
- Payment Rate: Cash Rate
- Print in Curr.:
- Fixed Rate:
- Rate: 1.2000

New fields: **Currency Code, Print in Curr., Payment Rate, Fixed Rate & Rate**

Upon selecting a Customer No., the following new fields will display currency settings if the Customer uses foreign currency. Modifications can be made on the current order.

Currency Code: Select the **Currency Code** of the currency that the Customer will use.

Print in Curr.: Check this box to have amounts printed in foreign currency when printing this Sales Order.

Payment Rate: Select **Order Rate** if you want to use the rate indicated in the Sales Order Entry or **Cash Rate** to pay

the amount based on the exchange rate at the time of payment (cash receipt).

Fixed Rate: Check this box if you want to use a fixed currency rate.

Currency Rate: Enter the rate you want to be used.

After filling in all the necessary fields, click the **Lines** tab. Two new fields have been added in the following screen:

New fields: Unit Price & Extension

The screenshot shows the 'Sales Order Entry' window with the 'Lines' tab selected. The 'Item / Kit Number' is 6655, and the description is 'PRINTER STAND W/ BASKET'. The 'Tax Class' is TX. The 'Unit Price' is 202.80 and the 'Extension' is 608.40. Below this, there are two more rows of data for the same item, showing 'Unit Price' as 169.00 and 'Extension' as 507.00. The 'Total Amount' is 507.00.

Line	Item Number	Whse	PL	U/M	Ordered	Shipped	Back Ordered	SE	TC	DC	DS	CM	Disc %	Unit Price	Extension
1	6655	000		EACH	3.00	0.00	0.00	Y	TX	Y	N	Y	.00%	169.00	507.00

The **Unit Price** and **Extension** fields display amounts in foreign currency, while the lower two fields display amounts in USD (main currency of the system). Each item's **Unit Price** or **Extension** can be entered in either US or foreign currency.

When entries are made in the **Lines** tab, click the **Totals** tab.

New fields: Order Total & Net Order

The **Sales Order Entry** screen includes two new fields, **Order Total** and **Net Order**, that display amounts in foreign currency.

Click the **Order Total** button to recalculate the total in foreign currency from the lines.

The **Currency Code** and **Rate** are also included in the graphical (Crystal) printing.

S/O Invoice Data Entry

Select **Invoice Data Entry** from the Sales Order Main menu and click the **Header** tab.

New fields: Currency Code, Print in Curr., Payment Rate, Fixed Rate & Rate

Currency Code: Select the **Currency Code** of the currency to be used by the Customer.

Print in Curr.: Check this box to request that amounts be displayed in foreign currency when printing the S/O Invoice.

Payment Rate: Select **Order Rate** if you want to use the rate indicated in the Sales Order Entry, or **Cash Rate** to pay an amount based on the exchange rate at the time of payment (cash receipt).

Fixed Rate: Check the box if you want to use the fixed currency rate.

Currency Rate: Enter the rate you want to use.

Two new fields: The **Unit Price & Extension** fields, in the **Lines** tab, are the same as those fields on the **Sales Order Entry** screen, and they display amounts in foreign currency while the lower two display the amounts in USD.

Two new fields, **Inv. Total** and **Net Invoice**, in the **Totals** tab, display amounts in foreign currency.

Click the **Inv. Total** button to recalculate the total in foreign currency from the lines.

The screenshot displays the 'S/O Invoice Data Entry' window. Key fields include:

- Invoice Number: 0100113
- Invoice Date: 7/29/04
- Invoice Type: Standard Invoice
- Customer No.: 01-SHEPARD (Shepard Motorworks)
- Salesperson: 0200
- Amount Subject to Discount: 10,447.80
- Discount Rate: .000%
- Discount Amount: .00
- Taxable Amount: .00
- Non-Taxable Amount: 10,447.80
- Ship Zone: [empty]
- Ship Weight: 00010
- Freight Amount: .00
- Comm Rate: 8.000%
- Sales Tax Amount: .00
- Inv. Total: 10,447.80
- Net Invoice: 10,447.80
- Inv. Total (highlighted): 11,492.58
- Net Invoice (highlighted): 11,492.58

 Arrows point from the text box below to the 'Inv. Total' and 'Net Invoice' buttons in the highlighted row.

New fields: **Inv. Total** & **Net Invoice**

Invoice Printing

Currency Code and **Currency Rate** have been added to the invoice printout (both graphical and character). Here is an example of the character printout:

***** INVOICE *****

ABC Distribution and Service Corp. INVOICE NUMBER: 0100113
INVOICE DATE: 07/29/0

() - ORDER NUMBER:
ORDER DATE:
SALESPERSON: 0200
CUSTOMER NO: 01-SHEP
CURRENCY CODE: CAN
CURRENCY RATE: 1.1000

SOLD TO: SHIP TO: Shepard Motorworks
Shepard Motorworks 2215 English Ave
2215 English Ave Milwaukee WI 531
Milwaukee WI 53151 Milwaukee WI 531

CONFIRM TO:
Alan Shepard

CUSTOMER P.O. SHIP VIA F.O.B TERMS
 UPS BLUE 2% Ten Days, Net 30

ITEM NO.	UNIT	ORDERED	SHIPPED	BACK ORD	PRICE

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Before printing, settings can be modified on the **Forms Customization** screen. (Click the **Forms...** button on the **S/O Invoice Printing** screen.)

The screenshot shows the 'Forms Customization' window for 'Std Invoices'. It has two tabs: '1. Header' and '2. Detail', with '2. Detail' selected. The window contains a 'Description of Field' section with 'Print' checkboxes for 'Data' and 'Description', and 'Line' and 'Tab' input boxes. Below this is a table listing various fields with their print settings and descriptions. At the bottom, there are 'Accept', 'Cancel', and 'Delete' buttons, along with a status bar showing 'IIG ABC 7/29/04'.

Field Description	Print?	Line	Tab	Print?	Line	Tab	Description	Misc
EXEMPTION NO. 2	N			N				
EXEMPTION NO. 3	N			N				
EXEMPTION NO. 4	N			N				
REGISTRATION NO. 1	N			N				
REGISTRATION NO. 2	Y	013	064	Y	013	048	CURRENCY CODE:	
REGISTRATION NO. 3	Y	014	064	Y	014	048	CURRENCY RATE:	
INVOICE TOTAL IN CURRENCY	N			N				
TAX CLASS	N			N				
FROM I/T	N			N				
I/T UID SUBMITTING ORDER	N			N				

Invoice History Inquiry

The **Currency Info** button on the **Invoice History Inquiry** screen displays information relating to the designated currency on the current invoice.

Invoice History Inquiry

Invoice Number: 0100113 Date: 07/29/04 Type: INV Order Number: Source: S/O

1. Header 2. Lines

Customer No.: 01-SHEPARD Shepard Motorworks [Addresses...](#)

Ship To: Shepard Motorworks

Source Journal: SO-0024 RMA No: Batch Fax: Fax:

Terms Code: 02 2% Ten Days, Net Ship Date: 07/29/04

Ship Via: UPS BLUE Schedule: WI

FOB: Ship Zone: [Tracking...](#)

Cust PO: Weight: 0001

Salesperson: 0200 Shelly Westland Deposit: .00

Confirm To: Alan Shepard User ID: IIG

Comment: IT User ID:

Ref. No.:

Taxable	.00
Non-Taxable	10,447.80
Freight	.00
Sales Tax	.00
Discount	.00
Invoice Total	10,447.80
Net Invoice	10,447.80

Navigation: [Previous](#) [Back](#) [Next](#) [Forward](#) [Current...](#) [Split Comm...](#) [Tag Detail...](#) [Shipping...](#) [OK](#) [Help](#)

Status: IIG ABC 7/30/04

Currency Information

Currency Code: CAN

Currency Rate: 1.1000

Payment Rate Type: Cash Rate

Invoice Total: 11,492.58

Net Invoice: 11,492.58

[OK](#)

Sales Order/Quote History Inquiry

Select the **Sales Order/Quote History Inquiry** from the **Sales Orders Inquiries** menu. Click the **Header** tab.

New fields

Currency Code: Displays the **Currency Code** used on the Sales Order.

Payment Rate Type: **Order Rate** implies that the rate indicated on the Sales Order Entry is being used for payment. **Cash Rate** implies that the amount is being paid based on the exchange rate at the time of payment (cash receipt).

Fixed Rate: This box is checked if a fixed currency rate is being used.

Currency Rate: Indicates the fixed rate used for payment.

Cash Receipts Entry

Two new fields have been added in the **Lines** tab on the **Cash Receipts Entry** screen. They are visible if foreign currency is used.

The **Inv. Amt. in Curr.**, **Amt. Post. in Curr.** and **Inv. Bal. in Curr.** fields display corresponding amounts in foreign currency.

New fields: Inv. Amt. in Curr., Amt. Post. in Curr., Inv. Bal. in Curr.

Bank Code: D Deposit Date: 07/30/04 Number: 00037 Deposit Bal: .00 Deposit...

Customer No.: 01-SHEPARD Shepard Motorworks Check No.: 245345

1. Header 2. Lines

Invoice No.: 0100115-IN Disc Date: 08/08/04 Inv. Amt. in Curr.: 488.40 Amt. Post. in Curr.: 330.00 Inv. Bal. in Curr.: 149.45 OK

Invoice Date: 07/29/04 Discount Used: 8.14 Invoice Amount: 444.00 Amount Posted: 300.00 Invoice Balance: 135.86 Undo

G/L Account: Select...

Line	Invoice No.	Invoice Date	Invoice Amt	Disc Date	Discount Used	Amount Posted	Invoice Balance
1	0100115-IN	07/29/04	444.00	08/08/04	8.14	300.00	135.86

Ins	Pmt. Rate	Original Inv. Amt.	Invoice Currency Code/Rate	Payment Rate	Posting Balance	Total Posted
Del	Cash Rate	407.00	CAN 1.2000	1.1000	.00	300.00

Accept Cancel Delete ?

Enter Amount of Discount Taken IIG ABC 7/30/04

New fields:
Payment Rate Type, Original Inv. Amt., Invoice Currency Code/Rate, Payment Rate

If the **Payment Rate Type** on the Invoice is set to **Cash Rate**, additional fields will be displayed.

Payment Rate Type displays the setting on the Invoice – Cash Rate.

Original Inv. Amt. is the amount indicated on the Invoice and calculated based on the currency rate at the time of invoicing.

The following fields can be found on the **Cash Receipts Entry** screen:

The **Invoice Currency Code/Rate** fields display **Currency Code** and **Currency Rate** as indicated on the Invoice.

Payment Rate displays the **Currency Rate** at the time of payment. This field can be updated to reflect a rate change.

If the **Payment Rate** differs from the **Rate** at the time of Invoice, the **Invoice Amount** is recalculated. The difference is saved as the **Balance**. During the program update, the program applies the **Balance** to the General Ledger account, which account number is indicated on the **Currency Code Maintenance** screen.

Postings can be viewed on the **Cash Receipts Journal** screen:

Cash Receipts Journal

ABC Distribution and Service Corp.

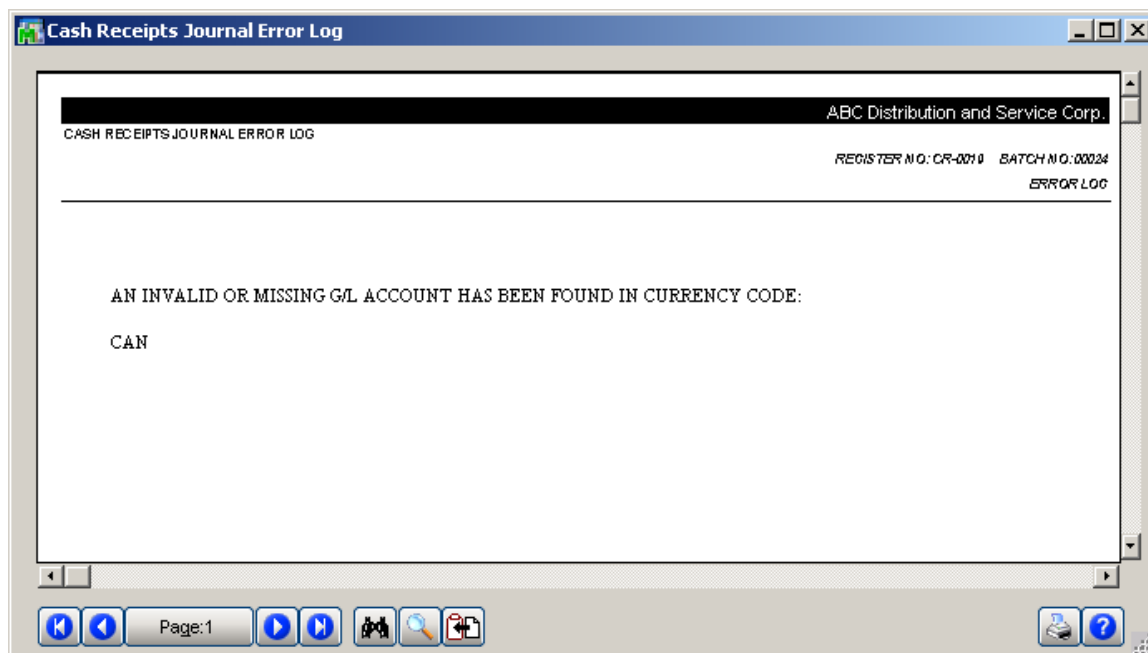
CASH RECEIPTS JOURNAL

REGISTER NO: CR-0018 BATCH NO: 00025
ACCOUNTS RECEIVABLE RECAP BY DIVISION

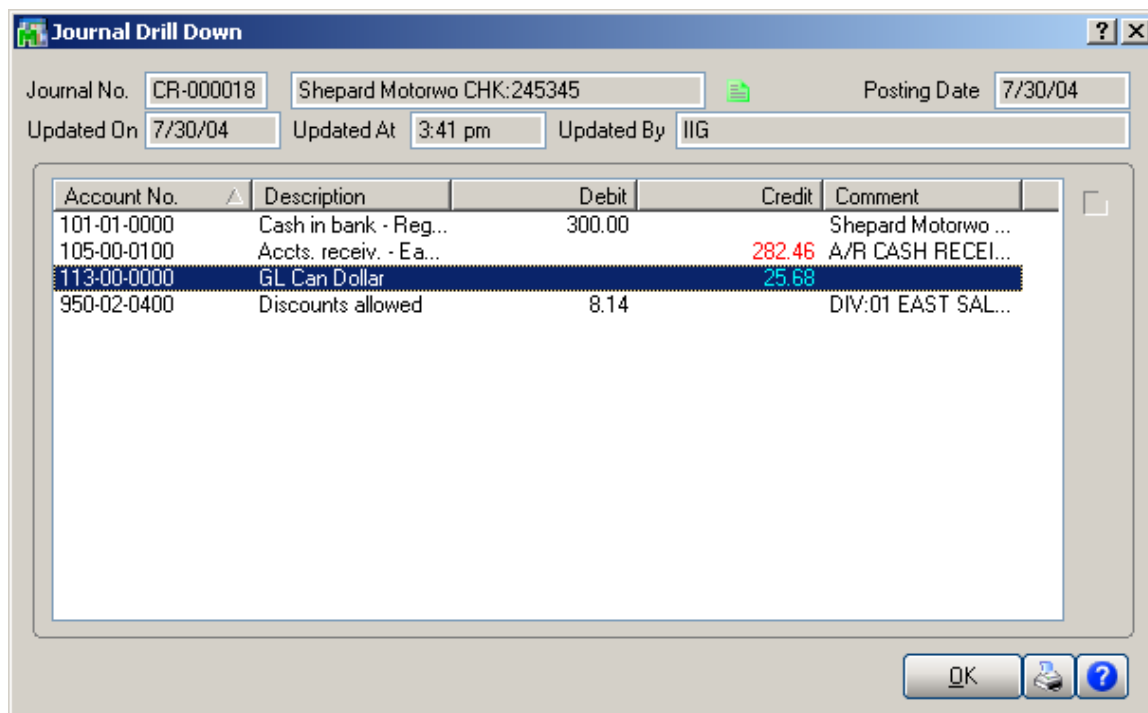
DIVISION	01	EAST SALES OFFICE		
GL ACCOUNT		DESCRIPTION	DEBIT	CREDIT
101-01-0000		Cash in bank - Reg. checking	300.00	
105-00-0100		Accts. receiv. - East Warehse		282.46
113-00-0000		GL Can Dollar		25.68
950-02-0400		Discounts allowed	8.14	
DIVISION 01 TOTAL:			308.14	308.14

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If the **Currency Code** has no G/L account indicated, or the indicated account does not exist, the **Cash Receipts Journal Error Log** will be printed:



The same transaction to the Currency G/L account can be found in the **Journal Drill Down**. In the **Account Maintenance** program of the General Ledger Main menu go to the **Transactions** tab and click the **Journal Zoom** button.



Any difference arising from rate fluctuations will also appear on the **Invoices** tab of the **Customer Maintenance** program:

The screenshot shows the 'Customer Maintenance' window for customer '01-SHEPARD' (Shepard Motorworks). The 'Invoices' tab is selected. The main area contains a table of transactions with columns for Invoice Number, Trn Type, Invoice Date, Due Date, Trans Date, Transaction Amount, Discount Amount, and Invoice Balance. A summary section at the bottom shows balances for Current, 30 Days, 60 Days, 90 Days, and 120 Days periods.

Invoice Number	Trn Type	Invoice Date	Due Date	Trans Date	Transaction Amount	Discount Amount	Invoice Balance
0100110	INV	07/29/04	08/28/04	07/29/04	4,482.88	89.65	4,482.54
	PMT Other - CASH			07/29/04	.34	.00	.00
0100113	INV	07/29/04	08/28/04	07/29/04	10,447.80	208.96	10,447.80
0100114	INV	07/29/04	08/28/04	07/29/04	507.00	9.94	497.00
	PMT Other - CASH			07/29/04	10.00	.00	.00
0100115	INV	07/29/04	08/28/04	07/29/04	507.00	.00	124.54
	PMT Other - CASH			07/29/04	100.00	.00	.00
	PMT Chk No:245345			07/30/04	275.00	.00	.00
	PMT Chk No:PAY DIFFER			07/30/04	25.00	.00	.00
	PMT Chk No:DSCNT APPL			07/30/04	8.14	.00	.00
0100045	INV	05/31/03	06/30/03	05/31/03	283,500.00	5670.00	283,500.00
0000205	INV	04/30/03	05/30/03	04/30/03	259,839.95	.00	229,839.95
	PMT Chk No:10254			05/31/03	25,000.00	.00	.00
	PMT Chk No:10311			05/31/03	5,000.00	.00	.00

Balance	Current	30 Days	60 Days	90 Days	120 Days
528,891.83	15,551.88	.00	.00	.00	513,339.95