

Acctek Newsletter



Directors Message

Welcome to our new newsletter. We have included some interesting information and news.

As you know, most of the services we offer are based on Pastel Accounting. Pastel offers more features than other products in its price range and is an integral part of our existing and future software solutions.

However, for some time, we have felt the need to offer customers additional functionality and solutions scalable to bigger companies. Pastel does many things very well, but it has become necessary to add an additional software product to cover all the functionality customers are request-



Acctek House—Thornleigh

Acctek takes on new Package — Arrow

many benefits to customers.

At Acctek Business Systems we are now able to offer customers a choice. On the one hand businesses can install a powerful yet budget priced solution using Pastel. On the other customers can benefit from the additional functionality available from Arrow, but at a higher price. In both cases Acctek will support you to the hilt.

We have planned the introduction of Arrow so it will have minimal effect on our ability to support existing Pastel

ing. As a result and after much investigation of available software we recently signed up as service providers for Arrow.

Arrow Research Corporation, is a wholly Australian owned Company, established in 1989. They have offices or distributors in 5 states, in NZ and the UK. Currently there are around 5000 Arrow users.

After years of development in consultation with accountants and mid-range to small enterprise customers, Arrow Accounting has grown to be one of the success stories of the Australian industry, with thousands of installed customers, a solid and supportive sales channel and the endorsement of senior accounting bodies and business partners

Customers can use either Arrow's internal database or MS SQL Server which is rapidly becoming the industry standard. In addition Arrow's e-commerce and remote processing facilities offer

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Special points of interest:

- Latest V5.2i
- Rapidfire POS software links
- GST and the BAS has been modified

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users and we expect that both Pastel and Arrow will be important to our business for many years to come. More details of Arrow are available elsewhere in this issue.

Regards

Peter Kipps and Scott Grayson

STOP PRESS – Information Seminars

Acctek will be holding information seminars on both Pastel and Arrow in the next two months.

If you have an interest in Arrow or know anyone who would be looking for software please get in contact with Simone on 02 9980 9105. She will be pleased to assist you with the dates.

STOP PRESS – EzeReceipts

Platypus are about to release a great new product for taking cash and issuing receipts at the front counter.

Pastel—Data Integrity problems

For many reasons your accounting system can experience data corruptions. Running your Data integrity analysis regularly detects when this may have occurred. In our last newsletter we stressed the importance of backups as a weapon to deal with such an occurrence.

In the last 18 months we have monitored the instance of data corruptions at our clients and have found that the instances have reduced and can be isolated to a handful of sites. We have found that causes range from insufficient hard disk space on the server to faulty network configuration. To combat this problem we are constantly communicating with Pastel as to the causes and remedies available.

Recently, after many hours of testing and passing information backwards and forwards it was found that we could replicate a corruption of the masterfiles. These being the customers, suppliers inventory and general ledger. We have noted that when a new record has been created that it suddenly has balances for a number of months. For example we may have created a new customer then we can immediately see that it has balances for a number of months. Running a data integrity report shows that the customers monthly balances do not equate to the transactions on the file, as there are none. Our remedial action has been to use utilities to adjust the files to bring the files back into synchronisation. This can take some time and requires an understanding of the data structures.

The problem can be replicated if you are creating a new record (customer, supplier, stock item or General ledger account) that before you tick the “Green tick” you perform an enquiry or report on the same file. Using the example above we create a new customer “NEW001” type in the customers name but not update it we run a customer enquiry say the aged trial balance. Then return to the customer being created and update. If we then go to their balances tab we will see that there are

balances for purchases/sales etc. On reviewing these balances we have found they are familiar and on investigation found that they are a copy of another customers balances. Most likely the last record in the customers file but we have noted a neighbouring record has been created.

Till Pastel fix the problem, our suggestion is that when creating new records you complete the task before running any reports, ie click the tick. As an added precaution create a last customer, supplier, inventory item such as ZZZZZZ and block the item. So if this record is copied the history will be zero.

Data integrity reports show that a newly created item has suddenly balances when there has been NO transactions..... How?

Remember back ups are essential and please test those back ups. We are happy to store periodic back-ups for you. If this is of interest or if you have any questions on this issue contact our support team and they will assist you.

The New Kangaroo General Store Pty Ltd Page: 1

Verify Balances and Transactions

Customers balances / Customer Control

| Period | Control This Year | Customers This Year | Difference | Control Last Year | Customers Last Year | Difference |
|--------|-------------------|---------------------|------------|-------------------|---------------------|------------|
| 05 | 12,812.41 | 14,032.13 | 1,219.72 | | | |

Account balances / Transactions

| Account | Period | Masters This Year | Transactions This Year | Difference | Masters Last Year | Transactions Last Year | Difference |
|----------|--------|-------------------|------------------------|------------|-------------------|------------------------|------------|
| C NEW001 | 03 | 1,519.72 | | 1,519.72 | | | |

Account balances / Open Item Transactions

| C | NEW001 | Open Item Out 01 Balance |
|---|--------|--------------------------|
| | | |

----- End of Report -----

Data Integrity Reports—showing the Mastefile corruptions

Arrow Integrated Financial Software



Arrow Integrated Financial Software package is a modular system. Businesses can add modules as they require. The modules can be totally integrated or stand alone, single or multi user.

Arrow Research has always invested heavily in R&D and system development, spurred on by requests from Australian customers. Arrow software, created in Australia, is ideally suited for local operating conditions including GST

Arrow has many powerful modules which includes: Cashbook, Debtors, Creditors, Stock, General Ledger, Payroll, Job Costing, Sales orders, Purchase orders, Bill of Materials and Fixed Assets.

The following options also available: Stock Multi-Location, Serial/Batch Tracking, Special Pricing, Security System, Multi-Company, Data Transfer, Advanced Sales Analysis, Front Counter, Forms Design, Foreign Currency and EDI.

Amongst other features, Arrow also offers landed costs, conversion of units of purchase and sale, formula based invoicing and the ability to allocate and de-allocate stock to sales orders. In addition you can dynamically allocate goods received to outstanding orders.

Arrow has comprehensive Bill of Material and production control facilities. The fully featured job costing module allows goods to be ordered and delivered by job and staff time to be allocated to jobs from timesheets.

Advanced e-commerce features which includes EDI for electronic interchange with large suppliers, such as Coles Myer and Woolworth's

Data transfer which enables updating of head office from remote sites with minimum data transfer.

Facilities like these will enable us to service a wide range of customers, and further enhance our existing network, consulting, support and

customisation services.

“ArrowShop” is Arrows powerful internet solution. Arrow shop runs on a separate server (called a proxy server to ensure security) on your own network. This solution, when combined with Arrow Integrated Financial Software provides customers with the ability to use the internet. They can view stock balances on line, enter an order, make payments or perhaps just to check on their account balance.

ArrowShop updates Arrow in Real Time On Line. This overcomes the most common hurdle experienced by those setting up a sales site on the web -integration into their existing systems.

More details of Arrow are available on our web site. If the facilities available in Arrow are of interest to you or any of your customers or suppliers, please call us to discuss your requirements on 02 99809105.

“Arrow Research has always invested heavily in R&D”

Stock edit screen in Arrow

May, 2001

PO Box 115
Street: 5/265 Pennant Hills Rd
Thornleigh NSW 2076

Phone: 61 02 9980 9105
Fax: 61 02 9980 9278
Email: admin@acctek.com.au



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We're on the WEB
www.acctek.com.au

Remote Site Access.

For many years we have been asked to find a solution to branch offices accessing the Pastel information in the head office at a reasonable cost. Up until now we have been using PC Anywhere type solutions, or NT RAS connections. These solutions have been reasonably successful but tend to be slow due to the intensity of graphics used in windows based products.

(Give me the days of DOS..... ed)

With the release of Windows 2000 and some related products we have been successful in establishing a remote site connection to our office server. The speed has been reasonably efficient though obviously not as good as working on the office network... All this with normal telephone lines. In addition, we have even been running it across the internet which is fantastic news for remote sites in different states

The Cost is still higher than PC Anywhere but is much cheaper than advanced solutions of 6 months ago.

We are currently finalising live testing on a site and expect that several of our clients will be using the technology, shortly.

If you have any questions or wish to see this technology working contact us.



GST Update

OK so you thought it was safe to say that GST has been finalised. Sorry but wrong!!!

Most businesses that lodge their BAS quarterly have received options regarding the calculation and payment of GST and PAYG. This is as a result of small business lobbying the Howard government on the burden of calculation and reporting. The response has been to provide three options. Please note that if you are a larger business and lodge monthly you will not have these options.

1. Do Nothing keep completing the BAS as you have been doing.
2. Report Less GST Information and reconcile annually
3. Pay a set amount per month and report annually

So which method do you take? The answer differs from business to business, but it would seem prudent to keep up the controls already in place and chose option 1. This way you accurately calculate your GST monthly and identify any errors. For most of our clients GST whilst creating some extra complications has not been a huge impact on the daily processes. The effect has been on the quarterly reporting end identify when things have gone astray. But as each return has been prepared the effort gets less largely due to us getting accustomed to the different system and the errors dinishing. So rather than push the problems to the end f the year when you need more hands on deck , we advise you strongly consider the "status quo" and go for option 1.

The new system which will be launched soon will mean new forms at least count 9 different forms, one being for your choice from above and a reconciliation sheet. So stay tuned

Quarterly BAS
(GST, WET, LCT, PAYG withholding, PAYG instalment and FBT instalment)

Michael James Pty Ltd
123 Lower Mountain Road
MT PLEASANT NSW 2222

Document ID: 12 123 123 123
ABN: 97 999 999 999
Form due on: 28 Jul 2001
Payment due on: 28 Jul 2001
GST activity method: Cash
Your activity number: (if we need to contact you)

When completing this form, please:
• use IR 609 only (to help with processing)
• leave boxes blank if not applicable (do not use N/A, NIL)
• show whole dollars only (do not show cents)
• do not use symbols such as +, -, =, %
See BAS Basics for more information

Goods and services tax (GST)
For the quarter: From 1 Apr 2001 to 30 Jun 2001

Complete Option 1 OR 2 OR 3 (indicate one choice with an X)

Option 1: Calculate GST and report quarterly

| | | | |
|------------------------------------|-----|-----|----|
| Total sales | G1 | \$ | 00 |
| Does the amount shown include GST? | | Yes | No |
| Value added (VAT) | G2 | \$ | 00 |
| Other GST-free sales | G3 | \$ | 00 |
| Capital purchases | G10 | \$ | 00 |
| Non-capital purchases | G11 | \$ | 00 |

 Go to summary over the page to report GST on sales at 1% and GST on purchases at 1%

Option 2: Calculate GST and report annually

| | | | |
|------------------------------------|----|-----|----|
| Total sales | G1 | \$ | 00 |
| Does the amount shown include GST? | | Yes | No |
| Value added (VAT) | G2 | \$ | 00 |
| Other GST-free sales | G3 | \$ | 00 |

 Go to summary over the page to report GST on sales at 1% and GST on purchases at 1%

Option 3: Pay GST instalment amount
 A12 Instalment amount: G21 \$ 00
 Write this amount at 1% in summary over the page (uses 1% rates)
 G22 \$ 00
 G23 \$ 00
 Write the G23 amount at 1% in summary over the page
 G24 \$ 00
 Press code for instalment

PAYG tax withheld
For the quarter: From 1 Apr 2001 to 30 Jun 2001

| | | | |
|---------------------------------------|----|----|----|
| Actual withheld (see activity number) | W1 | \$ | 00 |
| Actual withheld (see activity number) | W2 | \$ | 00 |
| Actual withheld (see activity number) | W3 | \$ | 00 |
| Actual withheld (see activity number) | W4 | \$ | 00 |
| Actual withheld (see activity number) | W5 | \$ | 00 |

 Write at 4% in summary over the page

One of the New BAS forms