



Heritage Administrative Systems

Part of the Surfside Lighthouse Group, Inc.

Announcing Version 11!

School Ledger-Report System and School Accounts Payable

We are proud to introduce Version 11 of *School Ledger with Accounts Payable* and *School Ledger-Report System*. Over the past year we have collected many excellent suggestions from both new and veteran users of the *SLRS* family of products. Many of these suggestions are reflected in the Version 11 upgrade. That's why we're sure you will be delighted with Version 11's new features.

New Features in School Ledger

- **Export to Excel** – Version 11 features “one click” exporting of all data screens (i.e. vendor, ledger, checkbook, receipts...etc.) to the popular XLS file format used by Microsoft Excel and other industry standard spreadsheet applications. Simply click the “Excel” button on the toolbar, name the file and your data will be opened in Excel exactly as it appears on the screen. The data can then be manipulated and formatted for printing or emailing to a colleague.
- **Enhanced Searching** – Several of the list screens throughout the program have been equipped with an enhanced “find” function that makes it quicker and easier to find the data that you seek. For example, in the vendor list you can now click inside the “search” box on the toolbar and type a few characters of a vendor's name – the list will instantly display only those vendors whose records contain the characters you typed in the search box. This enhanced search makes it much easier to find the information you need right when you need it.
- **Speed Increase** – Extensive optimization has been done throughout the program resulting in faster loading of most screens, especially for those schools with a large vendor database. The larger your account database the more you will notice the optimization.
- **Memo Management Feature** – Version 11 boasts a new “memo management” function that allows you to save commonly-used phrases or memo items. Every note/memo/description field throughout the program supports memo management. Press F2 in any of those fields or click the ... button to load, save or delete memorized note items. This feature saves considerable time when find yourself typing the same information over and over again.
- **Restore Hidden Accounts** – This auditor preference prevents the use of the hidden general ledger accounts. It “un-hides” any accounts currently marked “inactive” in the chart of accounts.
- **“Layouts” Capability** – Users may now save/retrieve items that are commonly used in the “items” or “allocation grid” sections of the program. For example, you can now save a set of purchase order items that can be loaded into a new purchase order with just a few clicks of the mouse. Layouts capability is supported on just about every data entry screen, including checks, purchase orders, receipts, deposits, EFT's, NSF's and more. ***This feature can be an enormous work-saver over the course of a fiscal year.***

- **Running total on Fund Detail Report** – Version 11 adds a running total to the fund detail report so that you can see the impact of each transaction on the report’s balances.
- **Detects posting to parent accounts** – The chart of accounts grid shows a warning icon next to any parent account to which a user erroneously posted transactions – a real time-saver when you’re searching for a problem.

New Features in School Accounts Payable

Includes Everything in School Ledger Plus...

- **Exports Vendor 1099 Data** – Version 11 exports data from the Vendor 1099 report to a comma-delimited file that can be picked up by your district/county office to consolidate district-wide 1099 data. **Why This is Important:** Section 9006 of the Health Care Reform Act mandates that a 1099 form be sent to *any vendor* that is paid \$600 or more in a calendar year. Previously 1099’s were issued only to individuals and unincorporated businesses. Under Section 9006 *all vendors* with \$600 or more in payments must receive a 1099 – that means Staples, Wal*Mart and other corporate businesses. Go on-line and Google “Section 9006” if you would like more information on this new regulation.
- **Customized Columns** – The vendor list now offers extensive ability to select the data field that you seen on the screen. A new “columns” button is available on the toolbar that lets you turn on or off any piece of vendor data. The columns that you select can be moved, resized and sorted. The customizations you make are saved between sessions. This will likely be added to other list screens over the life of V11.
- **“Trial” Reconciliation Report** – The “trial” reconciliation report allows the user to “preview” a reconciliation report before the bank reconciliation is saved. One may view the trial report and then go right back to working on the bank reconciliation.
- **Running total on Encumbrance Detail Report** – A running total is shown on the encumbrance detail report so that you can see the impact of each transaction on the final balances.
- **Originator Name Shown on Purchase Order** – We show the originator or “sponsor” name on the printed purchase order as well as on screen. The purchase order list may then be sorted by or searched upon these originator names.
- **Vendor Phone, Fax and Email** – Printed purchase orders now include vendor phone number, fax number and email address.
- **Vendor Envelope Addressing** – If a vendor’s mailing address is not in the system, that vendor’s shipping address will be populated when using the Print Vendor Envelope function.

Early Bird Incentives, Pricing and Payment

Now Accepting Visa or MasterCard via Phone, Fax and Email!

Version 11 of *School Ledger with Accounts Payable* will start shipping soon! This upgrade is **free** to schools that purchased Version 10 after September 1, 2010.

Users of **all versions** of *SLRS/AP* or *SLRS* may upgrade for a very special “early bird” price **if the order is placed by December 23, 2010**. This is the same as last year’s price - **\$280** for *SLRS/AP* combined and **\$160** for ledger-only. After December 23rd, the price for users of **Version 9** is \$400 for *SLRS/AP* and \$300 for ledger-only. Users of older versions should call for their post 12/23 upgrade price. *All prices stated herein assume that you carry tech support on your software. If not, please call for pricing. If your software was purchased on a district-wide plan please call for your special upgrade pricing. On December 24, 2010 prices for Version 9 users will rise to \$320 for SLRS/AP and \$220 for SLRS. Call for prices on editions prior to Version 10.*

Purchase orders may be phoned in (800-942-9008, ext. 110), sent via email (heritage@surfsidesoftware.com) or faxed to us (508-255-9520). **We also accept Visa and MasterCard over the phone for those with district “purchasing cards”.**