

# TakeStock 6.0.080 Release Overview



Infor Global Solutions introduces version 6.0.080 of TakeStock. This document provides an overview of the new major feature enhancements and functionality in this release.

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## **Requirements and Certifications**

### **TCP/IP Manager Electronic Payments Version Requirement**

TCP/IP Manager Electronic Payments version 1.2.0 is required for TakeStock V6.0.080.

### **Progress Version Requirement**

Progress® OpenEdge™ version 10.2B01 is required for TakeStock V6.0.080. For more information, refer to the Progress 10.2B01 documentation or the Progress Web site.

## Quick Overview

### System Wide Enhancements

#### Unlimited User Fields

Takestock has been enhanced to allow an indefinite number of user fields in any table that currently supports user fields. The standard routines that view, update, or manipulate user fields have been modified to treat any field where the field name begins with the letters "ud" as a user field, with the full current functionality, not just the ones that are a part of the standard schema.

#### Lookup Timeout

Users can create custom layouts and filters in the TakeStock Lookup system, and for very large tables, the time it takes to execute can be too long. Enhancements to the Filter Editor, Advanced Filter Options dialog box now allow the user to enter the number of seconds to allow a lookup to complete before giving the option to cancel the process or proceed with no time limit.

#### Report Program Export to MS Excel Option

Processing enhancements to TakeStock now allow you to output report results to MS Excel to either view reports or save the output as an .xls file. If the output is saved to a disk file, you can either save the Excel file immediately to the disk or allow the background processor to save the Excel file to the disk at the scheduled time.

On the Print Setup dialog box, you can click the Disk File radio button, type the name of the file to output to a disk file and select the MS Excel checkbox to create the file output in an xls format. Be sure to include the drive and complete directory path along with the disk file name. The MS Excel checkbox is only visible if the report is one of the many TakeStock report programs designed to output to MS Excel. To print to the Excel file to the screen, click the Screen radio button. This option tells the system to send the print to the screen for viewing. From the viewing screen, the report can be sent to a printer. To print the file in MS Excel format select the MS Excel option at the Printer dropdown list.

The following reports have the option of sending output to MS Excel:

Inventory Management: Item Ledgercard Report  
Purchase Orders: PO Receipts Report  
Sales Analysis: Commission Report (Summary and Detail)  
Sales Analysis: Salesperson Customer Item Multi Period Report  
Sales Orders: Customer Price List

### General Ledger

#### Budget Entry Import

New functionality has been added to Budget Entry to allow the user to import a CSV file, which can be produced by Excel as well as many other programs. The enhancement includes the new GL Budget - Import From File screen, where you can select the file to use for importing into TakeStock. The layout of this file must match the browser column layout, so that the CSV file created by the export function on the

Budget Lookup screen can be imported directly back into the browser in Budget Entry.

### **Budget Entry Soft Record Locking**

Enhancements Budget Entry now allow for soft record locking to prevent multiple users from editing the same budget version at the same time.

### **Budget Entry Copy from Previous Period**

Further enhancements allow when the cursor is in any period amount field in the browser other than the first field, users can press F9 to copy the value from the previous period.

## **Inventory Management**

### **Report Program Export to MS Excel Option: Item Ledgercard Report**

You can output the Inventory Management Item Ledgercard Report to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension (if no file extension is entered, the program will append ".xls" to the entered file name), select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

### **DOT Fields at the Item Level**

Enhancements to the TakeStock Item table now allow users to add different technical names and/or packing groups at the item level on the Shipping view of Item Maintenance, instead of by DOT Code through DOT Code Maintenance. Previously the Fields for Chem/Tech Name 1-3 and Packing Group (which print on the bill of lading) were only accessible via DOT Code Maintenance, requiring all items with the same DOT code to have the same technical name and packing group.

## **Purchase Orders**

### **Audit Control Functionality**

Audit Control allows you to track various changes to the different types of Purchase Order documents. Two new programs were added to the TakeStock Purchase Order module for audit control. The new Purchase Order Audit Control Maintenance allows the user to define which fields should be audited in the tables specified for each type of document and indicate if document deletions, stop receipts, and document prints

should be audited. The new PO Audit Report prints a listing of the document changes that have been specified for audit tracking. When Purchase Orders audit controls are set up, the system tracks changes made in Purchase Order Entry and Print programs and creates PO Audit table records if applicable.

## **Sales Analysis**

### **Report Program Export to MS Excel Option: Commission Report (Summary and Detail)**

You can output the Sales Analysis Commission Report (Summary and Detail) to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension (if no file extension is entered, the program will append ".xls" to the entered file name), select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

### **Report Program Export to MS Excel Option: Salesperson Customer Item Multi Period Report**

You can output the Sales Analysis Salesperson Customer Item Multi Period Report to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension (if no file extension is entered, the program will append ".xls" to the entered file name), select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

## Sales Orders

### Report Program Export to MS Excel Option: Customer Price List

You can output the Sales Orders Customer Price List to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension (if no file extension is entered, the program will append ".xls" to the entered file name), select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

## System Mangement

### Optional Credit Card Over-authorization

"Book and Ship" credit card processing was enhanced in TakeStock to provide a way to increase an original credit card authorization amount by a fixed amount or a percentage so that the amount of the final sale is not greater than the amount that had been previously authorized. Then, if the sale amount is increased between the original order entry and shipment confirmation, the amount captured can still be not in excess of the amount authorized. Previously in TakeStock when the amount of the final sale was greater than the amount that had been previously authorized, the final sale amount was treated as a new authorization amount by PayPal, with the sum of both amounts (original authorization amount and the final amount) reducing the customers available credit until the original authorization expires. The option to add an additional amount to the authorization is done at the payment code level, via Payment Code Maintenance, so that different payment codes can be set up differently as business requires, for example to accommodate different bank practices.

### Bank Reconciliation Enhancements

The TakeStock Bank Reconciliation feature has been enhanced in a number of ways:

The Bank Reconciliation system now "remembers" the statement date and/or balance from one reconciliation to the next and uses this information in reports and inquiries.

The system now uses the Years to Store History field in Bank Maintenance to determine when reconciliation transactions are deleted when processed by the Reconciliation Register, so history is now kept.

The Bank Reconciliation Entry program has been redesigned and the program window is now resizable.

The Reconciliation Register was enhanced to include an option to do a "Final Statement Update." When this option is selected, and the reconciliation is in balance then the register update process will moving the statement date and balance from the current statement field to the previous statement, and marking all the transactions that were reconciled on that statement with the statement date (instead of deleting them).

The Bank Activity Listing report was modified to include the ability to sort and break by statement date, as well as limit by statement date. The statement date prints on the report for reconciled transactions.

The General tab of Bank Inquiry now displays the date and balance of last reconciled statement.

The Activity tab of Bank Inquiry includes new options to limit display to cleared or uncleared transactions. The browser includes the statement date column for cleared transactions, and the ability to sort by any column. Void checks now appear in the browser on this screen, with an asterisk in the "V" column.

### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". When adding or editing a phone number in the Phone Book, "Mobile" is available as a type, in addition to voice, data, fax and pager. Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. This includes the Contacts tabs in Customer Inquiry, Vendor Inquiry, and Bank Inquiry. If a mobile phone number is added for the primary contact associated with a customer, ship to, vendor, ship from, or a bank, and no voice number is added for that contact, the mobile phone number is written to the phone number field in the customer, ship to, vendor, ship from, or bank record, just as if it were a voice number.

## **Enhancement Details**

### **Accounts Payable**

#### ***Aged Payables Report***

##### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. In the Aged Payables Report, if the option to print contact information is selected, mobile phone numbers will print for contacts when they exist and no voice phone number has been entered for that contact.

#### ***Ship From Report***

##### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. In the Ship From Report, if the option to print contact information is selected, mobile phone numbers will print for contacts when they exist and no voice phone number has been entered for that contact.

#### ***Vendor Inquiry***

##### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. This includes the Contacts tabs in Vendor Inquiry. If a mobile phone number is added for the primary contact associated with a customer, ship to, vendor, ship from, or a bank, and no voice number is added for that contact, the mobile phone number is written to the phone number field in the customer, ship to, vendor, ship from, or bank record, just as if it were a voice number.

### **Accounts Receivable**

#### ***Aged Trial Balance Report***

##### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. In the Aged Trial Balance Report, if the option to print primary contact information is selected, mobile phone numbers will print for primary contacts when they exist and no voice phone number has been entered for that primary contact.

## *Ship To Report*

### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. In the Ship To Report, if the option to print contact information is selected, mobile phone numbers will print for contacts when they exist and no voice phone number has been entered for that contact.

## *Customer Inquiry*

### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. This includes the Contacts tabs in Customer Inquiry. If a mobile phone number is added for the primary contact associated with a customer, ship to, vendor, ship from, or a bank, and no voice number is added for that contact, the mobile phone number is written to the phone number field in the customer, ship to, vendor, ship from, or bank record, just as if it were a voice number.

## **General Ledger**

### *Budget Entry*

#### **Budget Entry Soft Record Locking**

Enhancements Budget Entry now allow for soft record locking to prevent multiple users from editing the same budget version at the same time.

#### **Budget Entry Copy from Previous Period**

Further enhancements allow when focus the cursor is in any period amount field in the browser other than the first field, users can press F9 to copy the value from the previous period.

#### **Budget Entry Import**

New functionality has been added to Budget Entry to allow the user to import a CSV file, which can be produced by Excel as well as many other programs. The enhancement includes the new *GL Budget - Import From File* screen, where you can select the file to use for importing into TakeStock. The layout of this file must match the browser column layout, so that the CSV file created by the export function on the Budget Lookup screen can be imported directly back into the browser in Budget Entry.

**Assumptions and Limitations:** Imported CSV files must match the format specified. There is no field mapping provided.

**Processing Details:** On the Budget Entry Import screen, the Budget Name and Year from Budget Entry are displayed at the top of the screen. In the *File Name* field, enter the file name and directory location for the file you want to import into Budget Entry. You can use the ... button to browse for the file. Select the **Overwrite Existing** checkbox to indicate that you want to overwrite the current budget information in Budget Entry with the import information. Select the **Skip**

**Header Row** checkbox to indicate that you want to skip the import of header row information into Budget Entry. Note: This checkbox is selected by default since there is already a header row present in the file exported from Budget Entry. Select **OK** to import the budget in the current budget set (version and year) open in Budget Entry **Cancel** to return to Budget Entry without making any changes.

## **Inventory Management**

### *Item Ledgercard Report*

#### **Report Program Export to MS Excel Option**

You can output the Item LedgerCard Report to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension, select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

To save a report output as an Excel file, select Disk File as the output destination, enter a file name with extension ".xls" (if no file extension is entered, the program will append ".xls" to the entered file name), then select the MS Excel checkbox. When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

### *Transfer Bill of Lading Print*

#### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. In IM Bill of Lading Print (Transfer BOL) if a mobile phone has been entered for the primary contact for the destination warehouse, but no voice phone number has been entered, the mobile phone number prints in the phone number field as if it were a voice phone number.

#### **DOT Fields at the Item Level**

The Transfer Bill of Lading Print program was changed to use the data in the Item table instead of the DOT Code table for Chem/Tech Name 1-3 and Packing Group fields.

### *Item Maintenance*

#### **DOT Fields at the Item Level**

Enhancements to the TakeStock Item table now allow users to add different technical names and/or packing groups at the item level on the Shipping view of Item Maintenance, instead of by DOT Code through DOT Code Maintenance. Previously the Fields for Chem/Tech Name 1-3 and Packing Group (which print on the bill of

lading) were only accessible via DOT Code Maintenance, requiring all items with the same DOT code to have the same technical name and packing group.

### **Processing Details**

The data update program for this release will copy the data from the DOT code table to the Item table, for each item assigned to each DOT code. The DOT code table itself will not be changed.

**Operational Changes:** Users will now enter technical names and the packing group in Item Maintenance instead of DOT Code Maintenance. The Bill of Lading prints in Sales Orders and Inventory Management were changed to use the data in the Item table instead of the DOT Code table for the Chem/Tech Name 1-3 and Packing Group fields. This data will print on the Bill of Lading prints in both Sales Orders and Inventory Management.

**Assumptions and Limitations:** When a DOT Code record is changed, item records for that DOT code will not be automatically updated.

### **Transfer/Change Code for Item Dialog**

The Chem/Tech Name 1-3 and Packing Group fields in Item Maintenance are available for update by using the Transfer/Change Codes for Item program, available from the File Menu, in case a mass update is required (for example, all items with a certain technical name need to be changed to another value).

## **Purchase Orders**

### ***Purchase Order Audit Control Maintenance***

#### **Audit Control**

Audit Control allows you to track various changes to the different types of Purchase Order documents. Two new programs were added to the TakeStcok Purchase Order module for audit control. The new Purchase Order Audit Control Maintenance allows the user to define which fields should be audited in the tables you specify for each type of document and indicate if document deletions, stop receipts, and document prints should be audited. When you set up Purchase Orders audit controls, the system tracks changes made in Purchase Order Entry and Print programs and creates PO Audit table records if applicable.

Special Menu Option: From the Additional menu you can select Audit All to completely activate PO Audit Control for document deletions, stop confirmations, and document prints for all PO document types. You can select Audit None to completely turn off PO Audit Control for document deletions, stop confirmations, and document prints for all PO document types.

### ***PO Audit Report/Update***

#### **Audit Control**

Audit Control allows you to track various changes to the different types of Purchase Order documents. Two new programs were added to the TakeStcok Purchase Order module for audit control. The PO Audit Report/Update optionally prints and updates the information that has been captured in the PO Audit Table records. If the update option is not chosen, the printed records have the **Printed** flag updated so these records will not be printed again, unless the **Include Previously Printed History**

option is selected. If the update option is chosen the system deletes the printed records and they are no longer available for printing.

## ***PO Receipts Report***

### **Report Program Export to MS Excel Option**

You can output the PO Receipts Report to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension, select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

To save a report output as an Excel file, select Disk File as the output destination, enter a file name with extension ".xls" (if no file extension is entered, the program will append ".xls" to the entered file name), then select the MS Excel checkbox. When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

## **Sales Analysis**

### ***Commission Report (Summary and Detail)***

#### **Report Program Export to MS Excel Option**

You can output the Commission Report (Summary and Detail) to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension, select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

To save a report output as an Excel file, select Disk File as the output destination, enter a file name with extension ".xls" (if no file extension is entered, the program will append ".xls" to the entered file name), then select the MS Excel checkbox. When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

## ***Salesperson Customer Item Multi Period Report***

### **Report Program Export to MS Excel Option**

You can output the Salesperson Customer Item Multi Period Report to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension, select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

To save a report output as an Excel file, select Disk File as the output destination, enter a file name with extension ".xls" (if no file extension is entered, the program will append ".xls" to the entered file name), then select the MS Excel checkbox. When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

## **Sales Orders**

### ***Customer Price List***

#### **Report Program Export to MS Excel Option**

You can output the Customer Price List to MS Excel and view it on the screen or save it to a disk file in the Excel file format. To view a report in Excel, select MS Excel Printer as the Print To option on the Print Setup dialog box. To create a file with a .xls file extension, select the Disk File as the Print To option, enter the directory path and file name, then select the MS Excel checkbox on the Print Setup dialog box.

To save a report output as an Excel file, select Disk File as the output destination, enter a file name with extension ".xls" (if no file extension is entered, the program will append ".xls" to the entered file name), then select the MS Excel checkbox. When saving an Excel compatible file, you can select to run in the background processor by selecting the Run in Background checkbox. If the Run in Background checkbox is unchecked, the printing process outputs the report data to a MS Excel file "filename.xls" (the content is html format). If you double click the file, MS Excel will automatically open it.

Note that some selected report options may generate duplicated data in the Excel file. These report options are selectively ignored if Excel is chosen as the report destination.

### ***Bill of Lading Print***

#### **DOT Fields at the Item Level**

The Bill of Lading Print program was changed to use the data in the Item table instead of the DOT Code table for Chem/Tech Name 1-3 and Packing Group fields.

## System Management

### *Payment Code Maintenance*

#### **Optional Credit Card Over-authorization**

“Book and Ship” credit card processing was enhanced in TakeStock to provide a way to increase an original credit card authorization amount by a fixed amount or a percentage so that the amount of the final sale is not greater than the amount that had been previously authorized. Then, if the sale amount is increased between the original order entry and shipment confirmation, the amount captured can still be not in excess of the amount authorized.

Previously in TakeStock when the amount of the final sale was greater than the amount that had been previously authorized, the final sale amount was treated as a new authorization amount by PayPal, with the sum of both amounts (original authorization amount and the final amount) reducing the customers available credit until the original authorization expires.

A new *Addon* field was added to the Paypal view of Payment Code Maintenance to allow the user to increase the authorization amount by the fixed amount or percentage entered here. An **\$** (dollar) or **%** (percentage) toggle indicator beside the *Add On* field allows the user to indicate whether the amount for increasing the authorization amount is a percentage or a fixed amount. The option to add an additional amount to the authorization is done at the payment code level, via Payment Code Maintenance, so that different payment codes can be set up differently as business require, for example to accommodate different bank practices.

Businesses that use “book and ship” credit card processing, in which the card is authorized when the order is taken but funds are not captured until the merchandise is shipped, can increase the final sale amount by the value of the authorization amount or fixed percentage entered for this option.

**Note: The default value is zero, so a positive amount must be entered to begin using this feature.**

**Operational Changes:** The additional authorization amount is now calculated and added to the authorization amount in the PayPal interface logic. The added amount is stored in a new field in soCreditCardTrans for authorization transactions. The existing CardAmt field is not affected, i.e. it stores the order amount only.

**Assumptions and Limitations:** This enhancement applies to PayPal only. The additional authorization amount is not displayed anywhere in the TakeStock Sales Order Entry programs.

### *Reconciliation Entry*

#### **Enhanced Bank Reconciliation**

The Bank Reconciliation Entry program has been redesigned to contain two tabs—Statement Info and Transactions. The program window is now also resizeable.

On the Statement Info tab, Reconciliation Entry now tracks the net amount of reconciled transactions compared to the difference between the previous and current statement balances.

**Setup Requirements:** To use this feature for existing bank accounts, you must update certain fields in TakeStock that are not normally updated by the user. If no reconciliation has been performed, the *Last Bank Statement Date* and *Balance* fields on the Controls tab of *Bank Account Maintenance* are enabled so the information can be entered for use in Reconciliation Entry. The Admin user also has access to these fields.

**Operational:** When you receive a bank statement, run Bank Reconciliation Entry and enter the bank code of the bank account. On the Statement Info tab the ending balance from the last statement displays as the beginning balance for this statement. Enter the ending balance from this statement in the Ending Balance field.

You can enter bank transactions and also indicate that transactions have cleared the bank. Use this program to indicate that payments posted to the banking system by the AP Payments Register have cleared in addition to deposits posted to the banking system by the AR Cash Receipts Register. You can also enter and clear any additional transactions listed on the statement that were not posted automatically by the system, such as bank fees.

On the Transactions screen, check off the transactions that appear on the bank statement. If a transaction appears on the statement that is not in the list, such as a service charge, it can be added, as an adjustment as with previous version of Bank Reconciliation Entry. Note: On the Transactions tab in the browser in the lower portion of the screen, you can right-click and select the *Hide transactions after the statement date* option to limit transactions shown to those not later than the statement date.

**Entering an adjustment or editing a check memo unrelated to reconciling a bank statement:** Bank Reconciliation Entry can also be used to enter an adjustment or edit a check memo unrelated to reconciling a bank statement. To do this, enter a bank code and then select the Transactions tab without entering an ending statement date on the Statement Info tab. In this case transactions cannot be marked as cleared.

#### **Assumptions and Limitations:**

In this phase, bank errors and other discrepancies between the bank statement and the transaction as recorded, are not handled explicitly. Users need to enter an adjustment for these situations.

The system is not keeping a history of statement balances outside of what is needed to reconcile the current statement (current and last ending balances).

The key to the smRecon table prevents duplicate check numbers (in the same bank) for the life of these records. smRecon records may now potentially be kept for a longer period of time, preventing a check number from being re-used for this period of time.

Additional changes to the delete triggers for apRemit and smAdj, to limit the check for smRecon records to open transactions, with no value in the StatementCode field. This will allow remit-to codes and adjustment codes to be deleted if they have only been used for past transactions.

The life-cycle of smRecon records changes so that instead of being deleted by the Bank Reconciliation Register immediately, they are kept for the number of years specified in Bank Maintenance. This requires a change to the way void checks are processed – instead of being deleted when a check is voided, the smRecon record is now marked as voided. This change is generally transparent to the user.

## *Reconciliation Register*

### **Enhanced Bank Reconciliation**

The Reconciliation Register was enhanced to include an option to perform a "Final Statement Update." When this option is selected, and the reconciliation is in balance (the previous statement balance plus the net reconciled transactions equals the current statement balance) then the register update process finalizes the statement, moving the statement date and balance from the current statement field to the previous statement, and marking all the transactions that were reconciled on that statement with the statement date (instead of deleting them). This updates all cleared transactions with the statement date (making them "past" instead of "open") and moves the ending statement date and balance to the corresponding beginning statement fields, in preparation for the following bank statement.

Register processing also delete all reconciled transactions older than the number of years stored history indicated *Years to Store History* field in Bank Account Maintenance.

If adjustments have been entered without reconciling to a bank statement, Bank Reconciliation Register can be run without the "Final Statement Update" option to post these adjustments to the GL. The "Force Audit Trail" flag for Bank Reconciliation Register is now turned on, preventing the Register from being run in the "Update Only" mode.

## *Bank Activity Listing*

### **Enhanced Bank Reconciliation**

The Bank Activity Listing report can be used to print a history of transaction from prior bank statements as well as current (unreconciled) transactions. The Bank Activity Listing report was modified to include the ability to sort and break by statement date, as well as limit by statement date. The statement date prints on the report for reconciled transactions.

A new **Statement Date** sort option, allows transactions to be grouped by the statement date they appeared on, with unreconciled transaction grouped at the end. A new option to include **Past** transactions (i.e. transactions reconciled on a statement for which a final Bank Reconciliation Register has been run), and a new Limit By for **Statement Date** allows limiting which of these past transactions appear.

## *Bank Inquiry*

### **Enhanced Bank Reconciliation**

The General tab of Bank Inquiry now displays the date and balance of last reconciled statement.

The Activity tab of Bank Inquiry includes new options to limit display to cleared or uncleared transactions. In the Type field, select from the dropdown list the

transactions type for the inquiry.

In the Beginning field, enter the document number to begin the display in the browser. You can select from **All**, **Checks**, **EFTs**, **Deposits** or **Adjustments**. Select the **Open** or **Past** radio button to display either open or past transactions for the bank and transaction type selected. The browser includes the statement date column for cleared transaction, and the ability to sort by any column. Void checks now appear in the browser on this screen, with an asterisk in the "V" column.

### **New Mobile Phone Type**

Enhancements to the TakeStock Phone Book now include a new phone number type called "Mobile". Mobile phone numbers are now identified as such wherever phone numbers appear and are identified by type currently. This includes the Contacts tab in Bank Inquiry. If a mobile phone number is added for the primary contact associated with a customer, ship to, vendor, ship from, or a bank, and no voice number is added for that contact, the mobile phone number is written to the phone number field in the customer, ship to, vendor, ship from, or bank record, just as if it were a voice number.

### ***Bank Maintenance***

#### **Enhanced Bank Reconciliation**

The Bank Maintenance program was redesigned. The Separate Manual Check Stock field was moved from Controls tab to Forms tab.

New Last Bank Statement Balance and Date fields were added to Controls tab. If no reconciliation has been performed, the *Last Bank Statement Date* and *Balance* fields on the Controls tab of *Bank Account Maintenance* are enabled so the information can be entered for use in Reconciliation Entry. The Admin user also has access to these fields.

The Years to Store History field now has an effect on the bank reconciliation system.

## **TakeStock System Dialog Boxes and Functionality**

### ***Advanced Filter Options Dialog***

#### **Lookup Timeout**

Users can create custom layouts and filters in the TakeStock Lookup system, and for very large tables, the time it takes to execute can be too long. A new *Timeout* now allows the user to enter the number of seconds to allow a lookup to complete before giving the option to cancel the process or proceed with no time limit.

## Technical Note

**For business partners and mod developers:** A new feature in OpenEdge 10.2 may give compiler warnings for mod code that previously compiled without any warning. The new warning message number is 15090 and it appears when executable code exists that cannot be reached due to an unconditional return, next, or leave statement. Standard TakeStock 6.0.080 code will compile in OpenEdge 10.2B01 without any of these warnings, but mod code may be affected. The warnings will generally appear only in the compile log, but can appear on the screen when running uncompiled source, or for programs that compile on-the-fly, such as reports.

## Files Changed Listing

The following code files have been changed from TakeStock 6.0.000 to TakeStock 6.0.080.

apdinvmf.w	apedoc03.w	apedoc04.w	apedoc06.w
apedoc07.w	apedocd1.w	apedocmn.w	apepysd1.w
apepysmn.w	apfcommn.w	apfexpmn.w	apfrepmn.w
apfrmtmn.w	apfshfmn.w	apfvdcmn.w	apfvnde9.w
apfvndmn.w	apgdoci.f	apgdocmn.w	apgdoci1.p
apgdoci1.p	apgdoci2.p	apgpai.f	apgpai.w
apgpai1.p	apgpai1.p	apgpai2.p	apgre1.p
apgrhif.p	apidpinv.w	apidshfr.w	apjvnd02.w
apjvnd05.w	apjvnd06.w	apjvnd08.w	apjvnd12.w
apjvnd15.w	apjvnd16.w	apjvnd17.w	apjvnd18.w
apjvnd22.w	apjvnd23.w	apjvnd24.w	apjvnd25.w
apjvnd26.w	apjvnd27.w	apopninv.inp	appchkif.p
appchkmn.w	appchkp1.p	appchkp2.p	appchku1.p
appchku2.p	appchku3.p	apppohdr.inp	apqvndmn.w
aprapy.i	aprapyif.p	aprapymn.w	aprapyp1.p
aprapyp2.p	aprcshmn.w	aprcshp1.p	apropnif.p
apropnp1.p	apropnp2.p	aprpahif.p	aprpahp1.p
aprpahp2.p	aprshpp1.p	apxremit.p	ardcus.w
ardtaxmn.w	ardterm.w	arecshmn.w	arfcntmn.w
arfcusmn.w	arfcussa.w	arfshpmn.w	argcshif.p
argcshmn.w	argcshp1.p	argcshpv.i	argcshu1.p
argdcrif.p	argdcrp1.p	argrchif.p	argrchmn.w
argrghif.p	argrghp1.p	argrghp2.p	argrghp3.p

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aricus01.w	aridage.w	aridocmn.w	arishpto.w
arjcus02.w	arjcus10.w	arjcus13.w	arjcus14.w
arjcus15.w	arjcus16.w	arjcus17.w	arjcus18.w
arjcus19.w	arjcus20.w	arjcus21.w	arjcus22.w
arjcus24.w	arjcus25.w	arjcus27.w	aro-cust-change.p
arocusup.p	arocusvl.p	arqcusmn.w	arratbif.p
arratbmw.w	arratbp1.p	arratbp2.p	arrdlpd1.w
arrdlpd2.w	arrdlpif.p	arrdlpmn.w	arrdlpp1.p
arrdlpp2.p	arrdlppv.i	arrdlpu1.p	arropnif.p
arroppn1.p	arroppn2.p	arrpmhif.p	arrpmhp1.p
arrpmhp2.p	arrpthdg.i	arrshpp1.p	arurmiif.p
arxcust.p	audbcon3.p	aueupdat.w	auoupdat.p
auupdata.w	bulkorder.html	cmaudefs.i	cmaudips.i
cmaudmak.i	cmbrmenu.i	cmckdate.p	cmcodxfr.p
cmcpyreg.p	cmcrykey.i	cmdaddon.w	cmdatinp.i
cmdbcon3.p	cmdchuze.w	cmddatrg.w	cmdefpro.p
cmdfaxop.w	cmdinqsu.w	cmdlyedt.w	cmdpaswd.w
cmdpaswd2.w	cmdprnsu.w	cmdsupport-ip.w	cmdsupport.w
cmdtempl.w	cmentry1.i	cmextsze.p	cmfdebug.i
cmfdef.i	cmfinit.i	cmfinpro.i	cmflddef.i
cmfltcpy.p	cmfltdyn.p	cmfltedt.p	cmfltgen.p
cmfltget.p	cmftlbox.p	cmgfunc.gip	cmglupdt.i
cmichwin.p	cmifiltr.i	cminp.i	cminpp.i
cmjftabs.w	cmjftabs.wrx	cmlkpbrz.i	cmlkpbrz.w
cmlkpcpy.p	cmlkpgen.p	cmlkpico.i	cmlkpicp.i

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cmlkptbl.p	cmlkptpt.i	cmlookup.p	cmoacror.p
cmobinit.i	cmobroun.p	cmocaldr.w	cmocaldr.wrx
cmosprnt.p	cmotrmcl.p	cmotxcl.p	cmoword.p
cmpdprse.gip	cmpgmsec.i	cmprdest.i	cmprdone.i
cmprfax.p	cmprintfile.i	cmprmail.p	cmprnset.i
cmprnvar.i	cmprtrst.p	cmprtset.p	cmregvar.i
cmretry.i	cmrezsav.i	cmreztbl.i	cmrptctl.i
cmrptfrm.i	cmrptglb.i	cmrptprc.i	cmrptstd.i
cmrpttrg.i	cmrptvar.i	cmrundlg.i	cmrunepg.p
cmrunext.i	cmrunprg.i	cmrzinit.i	cmscrint.gip
cmsetln.p	cmstdfnc.p	cmstdprc.p	cmstrmov.i
cmtxtprt.p	cmudcopy.i	cmudcopy.p	cmudif.i
cmudwtbl.i	cmupbrws.i	cmupdate.p	cmupdts.p
cmusrfld.p	cmwhrbld.i	cmwhseup.p	cmwninit.i
cmwordconst.i	compile.p	eccsimsl.w	eceexe1.p
ecfftrmn.w	ecuapiu1.p	ecucsicm.i	ecucsiif.p
ecusoiu1.p	edowmrاد.p	edowmrcv.p	edowmrph.p
edowmrpo.p	edowmrso.p	edowmrwt.p	edowmsnd.p
eduwmsif.p	eduwmsmn.w	eduwmsu1.p	eduwmsup.p
gethostname.p	glaacctq.p	glabudq.i	glargpex.i
glbrzfmt.i	glckper.p	glebudd1.w	glebudd2.w
glebudd5.w	glebuddf.i	glebudmn.w	glebudmn.wrx
glebudup.p	glejrl01.w	glejrl02.w	glejrlmn.w
glejrluh.p	glejrlup.p	glejrlur.p	glfallmn.w
glfcolmn.w	glfcolmn.wrx	glfrowd2.w	glfrowmn.w
glfrowtt.i	glgrecp2.p	glgrepu1.p	glidoc-trans.w

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gljnl01.w	gljacc02.w	gljacc05.w	gljacc07.w
gljacc09.w	gljctr02.w	gljctr05.w	gljctr07.w
gljctr09.w	glockdac.p	glojnlup.p	glqaccmn.w
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glrbgwp3.p	glrbgwp4.p	glrbgwp5.p	glrfrwbd.p
glrfrwd1.w	glrfrwd2.w	glrfrwd3.w	glrfrwd4.w
glrfrwd5.w	glrfrwd6.w	glrfrwd7.w	glrfrwif.p
glrfrwmn.w	glrfrwp1.p	glrfrwp2.p	glrfrwp3.p
glrfrwp4.p	glrfrwpp.p	glrfrwtt.i	glrjnlp1.p
glrsubif.p	glrsubp1.p	glrsubp2.p	glrtrb1.i
glrtrbif.p	glrtrbp1.p	glrtrbp2.p	glueopmn.w
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icdcommn.w	icdconrc.w	icdconre.w	icdconsr.w
icdcost.w	icddoc- containers.w	icddoc-lots.w	icddoc-serials.w
icddoc- specties.w	icddocqf.w	icditmch.w	icdlotmn.w
icdmklot.w	icdmkser.w	icdnoncr.w	icdphbin.w
icdphcon.w	icdphlot.w	icdphser.w	icdqwhsp.w
icdsermn.w	icdserre.w	icdspecl.w	iceadjmn.w
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icesprlv.w	icesprmn.w	icexfrct.w	icexfrd3.w
icexfrfn.w	icexfrm.w	icfcntd1.w	icfcntd2.w
icfcnte1.w	icfcntmn.w	icfconmn.w	icfcscmn.w
icfdotmn.w	icffgwmn.w	icfitem3.w	icfitmmn.w
icfitmsa.w	icfmncmn.w	icfptcmn.w	icfwhimn.w
icfwhse3.w	icfwhsmn.w	icfwirmn.w	icfwiumn.w

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icidoc-banner.w	icidoc-footer.w	icidoc-header.w	icidoc-items.w
icidoc-main.w	icidoc-overview.w	icidocwn.w	iciprdhd.w
icipromn.w	icjitm02.w	icjitm03.w	icjitm04.w
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icjitm36.w	icjitm39.w	icjitm42.w	icjitm43.w
icjitm45.w	icjitm46.w	icjitm47.w	icjitm48.w
icjitm49.w	icjitm50.w	icjitm51.w	icnpxfhd.p
icnxfrhd.p	icoadjmn.w	icocadm.w	icockdit.p
icoconmn.p	icocost.p	icoeomu1.p	icointvd.w
icoitmup.p	icoitmvd.p	icoitmv1.p	icopcost.p

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icoprice.p	icorplmn.w	icosermn.p	icospecl.p
icostdvd.w	icowhivl.p	icpbolp2.p	icqitmmn.w
icrabcp1.p	icrabcp2.p	icrabcpv.i	icrdmaif.p
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icuphys.i	icurphmn.w	icurphu2.p	icwadjtr.p
icwhsitm.inp	icwprsch.p	icwtser.p	icxfer.inp
icxitem.p	icxlot.p	icxxfrln.p	mcbparbm.w
mcbparcp.w	mcbparst.w	mcdaddon.w	mcdparmn.w
mceprdct.w	mceprdd1.w	mceprdfn.w	mceprdmn.w
mcesugmn.w	mcfbmwmn.w	mcfbommn.w	mcfcntmn.w
mcfselmn.w	mcgprdif.p	mcgprdp1.p	mcgprdu1.p
mcidoc-banner.w	mcidoc-footer.w	mcidoc-header.w	mcidoc-items.w
mcidoc-main.w	mcidoc-overview.w	mcidoc04.w	mcidocmn.w
mcidocwn.w	mciwhumn.w	mcbomhd.p	mcnprrhd.p
mcnprdh.p	mcpptkp1.p	mcpptkp2.p	mcprhdr.inp
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mcwprdl.p	pdosedit.p	pdoupdoc.p	pdublkif.p

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podaddon.w	podaudsl.w	podaupsl.w	podcnfop.w
podcnfso.w	podconf.w	podcosts.w	podimpsg.w
podqdashp.w	poecstmn.w	poecstup.p	poedocct.w
poedocd2.w	poedocd6.w	poedocfn.w	poedocmn.w
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poidocd1.w	poidocmn.w	poidocwn.w	poidshfr.w
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poppopp1.p	poppopp2.p	poppopu1.p	poppppif.p
poppppp1.p	popstdoc.inp	poraudif.p	poraudmn.w
poraudp1.p	poraudpv.i	poraudu1.p	poraudu2.p
porrctif.p	porrctp1.p	porrctp2.p	porstsif.p
porstsp1.p	porstsp2.p	poruniif.p	porunip1.p
porunip2.p	porvihif.p	poumccu2.p	poupprif.p
poupprmn.w	pouppru1.p	pouppru2.p	powdochd.p
powdocln.p	poxpdochd.p	saecomct.w	safstlyr.i
sagcspif.p	sagcspp1.p	sagcspu1.p	sainqbf3.w
sainqyf3.w	sainview.i	saoeopu1.p	saorptbd.p
sarbcip2.p	sarbcsp2.p	sarbmcp2.p	sarbsip2.p
sarbslp2.p	sarbwHP2.p	sarbwip2.p	sarcitif.p
sarcitp1.p	sarcitp2.p	sarcitp3.p	sarcitp4.p

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sarcitpv.i	sarcomif.p	sarcomp1.p	sarcomp2.p
sarcomp3.p	sarcomu2.p	sarcstp2.p	sardesc2.i
sarexld1.w	sarexlif.p	sarexlmn.w	sarexlp1.p
sarmajp2.p	sarpthdg.i	sarpthdg2.i	sarpttbl.i
sarsciif.p	sarscimn.w	sarscip2.p	sarscip3.p
sarscip4.p	sarsitp2.p	sarslpp2.p	sarvidif.p
sarvidp1.p	sarvidp2.p	sarwhip2.p	saupstif.p
saupstmn.w	saupstu1.p	sauslcln.i	sauslcmc.i
settrain.p	smbjobs.p	smbranch.inp	smcocopy2.p
smcodel2.p	smcosic2.p	smcosic3.p	smdamd1.w
smdaudct.w	smdaudhi.w	smdbtent.w	smdchksl.w
smdcolpf.w	smdept.inp	smdnotmn.w	smdphond.w
smdprgfd.w	smdprnt.w	smdresiz.w	smdsydat.w
smdtaxcp.w	smdtaxrt.w	smdtxcpy.w	smdusrpf.w
smercn01.w	smercnmn.w	smercnt1.w	smercnt2.w
smexpfld.i	smfaddmn.w	smfadfmn.w	smfadjmn.w
smfalgmw.w	smfbnkmn.w	smfbrnmn.w	smfccc01.w
smfcmpmn.w	smfinumn.w	smfjobmn.w	smfmatmn.w
smfmitmn.w	smfonemw.w	smfpnlmn.w	smfprtmn.w
smfptpmn.w	smfpyt01.w	smfpytmn.w	smftcdmn.w
smftermn.w	smftxrmn.w	smfuspmn.w	smfusrmn.w
smfwksmn.w	smgrcnif.p	smgrcnmn.w	smgrcnp1.p
smgrcnpv.i	smgrcnu1.p	smgtxrif.p	smgtxrp1.p
smgtxrp2.p	smiarchv.w	smidbsd1.w	smidbsd1f1.w
smidbsd1f2.w	smidbsd1f3.w	smidbsf7.w	smidbsfc.w
smidbsfd.w	smidbsfe.w	smidbsff.w	smidbsmn.w

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sminotmn.w	smjbnk01.w	smjbnk03.w	smjbnk04.w
smjrecon.w	smmmnu.w	smoaltgn.p	smoarchv.p
smonotmn.p	smopdesk.p	smowrdsu.w	smpymt.inp
smqbnkmn.w	smraktif.p	smractmn.w	smractp1.p
smractpv.i	smsysdat.i	smsysimp.i	shtablevu.p
smtiexcel.p	smtiword.p	smtpexcel.p	smtpexch.p
smtmail.p	smtpvfax.p	smtpword.p	smtsifax.p
smuapgat.p	smusogat.p	smwarcve.p	smwphnl.p
smxaddon.p	smxadj.p	smxbank.p	smxfiltr.p
smxtaxcl.p	smxuser.p	soauthcc.p	sobnltsr.i
soccauth.p	socstat.p	socctran.i	socctran.p
soconvtt.i	sodaddon.w	sodaudsl.w	sodblkrl.w
sodccaut.w	sodcctrn.w	sodconf.w	sodcrdcv.w
soddepnmn.w	soddocop.w	soddupds.w	sodfgmmn.w
sodflgqi.w	sodinsts.w	sodkiten.w	sodochdr.inp
sodpidsl.w	sodprice.w	sodpstso.w	sodqcsmn.w
sodqshmn.w	sodquocv.w	sodshpwh.w	soeccrdt.w
soeccrmn.w	soeccrmn.wrx	soechgmw.w	soedoc01.w
soedoc02.w	soedoccf.p	soedocct.w	soedocd2.w
soedocd4.w	soedocd5.w	soedocd8.w	soedocf1.p
soedocfn.w	soedocmn.w	soedocsl.p	soedocvr.i
soehlddt.w	soehldmn.w	soeshptx.p	sofcntmn.w
soflsrmn.w	sofrebmw.w	sogdsrif.p	sogdsrmn.w
sogdsrp1.p	sogdsrp2.p	sogdsrp3.p	sogdsru1.p
sogdsru2.p	sogdsru3.p	sogrebp1.p	sogrebu1.p
sogrelif.p	sogrelmn.w	sogrelp1.p	sogrelu1.p

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sogrelu2.p	soidoc-addons.w	soidoc-banner.w	soidoc-footer.w
soidoc-header.w	soidoc-items.w	soidoc-main.w	soidoc-overview.w
soidoc07.w	soidoc12.w	soidocmn.w	soidocwn.w
sondcinq.p	sonpstn.p	soocrpol.p	soocrtpo.p
soodocrl.p	soofndrb.p	sookitmn.p	soorcltx.p
sootrmcl.p	sootxupd.p	soowhchk.p	sopackif.p
sopbolp2.p	sopinvp2.p	soppinif.p	soppinmn.w
soppinp2.p	soppinv.i	sopptkif.p	sopptkmn.w
sopptkp1.p	sopptkp2.p	sopptkp3.p	sopptkp4.p
sopptku1.p	sopptku2.p	sopquop2.p	soraudp1.p
sorblkif.p	sorcplif.p	sorcplmn.w	sorcplp2.p
sordiif.p	sordiimn.w	sordiip2.p	sordobmn.w
sorrebif.p	sorrebmn.w	sorreb1.p	sorrebu1.p
sorstsif.p	sorstsp1.p	sorstsp2.p	soudoctl.p
souinou1.p	souprint.p	soupsru1.p	sousoicm.i
sousoiif.p	sousoimn.w	sousoipv.i	sousoiu1.p
sousoiu2.p	sousoiu3.p	sousoiu4.p	sowbomln.p
sowdochd.p	sowdocln.p	sowdocsw.p	soxpblhd.p
soxpblln.p	soxrebat.p	startinfo.i	takestok.p
tsinst.p	up050500.p	up060002.p	up060004.p
up060006.p	up060008.p		

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