



QAD Enterprise Applications
Enterprise Edition

Training Guide

Financials: Overview

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QAD 2008 Enterprise Edition +
Database: Enterprise Edition
Domain: US-West
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About This Course

Course Description

This one-day course has been designed to give an overview of the QAD Enterprise Financials. Students will experience the .Net UI interface and some of the QAD Enterprise Financials features. It is not designed to teach how to use QAD Enterprise Financials. To learn how to setup and use it, a more in-depth course exists.

The format for this course is a combination of presentations, demo and hands-on exercises.

Course Objectives

The overall objectives of the 1 day introduction course are to learn about the key concepts behind QAD 2008 Enterprise Financials, to get an overview of its features, and to experience the application as well as the interface.

Audience

This course is intended for first-time users, and those who want a high-level overview of QAD Enterprise Financials.

Prerequisites

An understanding of basic manufacturing principles is beneficial.

Course Credit

This course is valid for 6 credit hours

This course is typically taught in one day.

QAD Resources

If you encounter questions or problems on QAD software that are not addressed in this book, several resources are available.

Product Help

All QAD products ship with integrated help systems. A properly installed QAD application will display help when you press the Help key (F1), or access it through the menu. The help covers the normal use of the product.

QAD Web Resources

The QAD website provides product and company overviews. The Print Solution option on the opening page provides a means of compiling desired content into a document specialized to your industry, business implementation, and needs.

<http://www.qad.com/>

From QAD's main site, you can access QAD's Learning or Support sites.

QAD Learning Portal for Training Opportunities

To view available training courses, locations, and materials, use the QAD Learning Portal. Choose Learning under the Global Services tab to access this resource.

QAD Support for Product Documentation and the QAD Knowledgebase

To access release notes, user guides, installation and conversion guides by product and release, visit the Support website. Support also offers an array of tools depending on your company's maintenance agreement with QAD. These include the Knowledgebase and direct links to QAD Support experts.

Choose Support under the Global Services tab.

Any QAD customer can register for a QAD web account by accessing the Support web site and clicking the Accounts link at the top of the screen. Your customer ID number is required. Access to certain areas is dependent on the type of agreement you have with QAD.

CHAPTER 1

UI Navigation



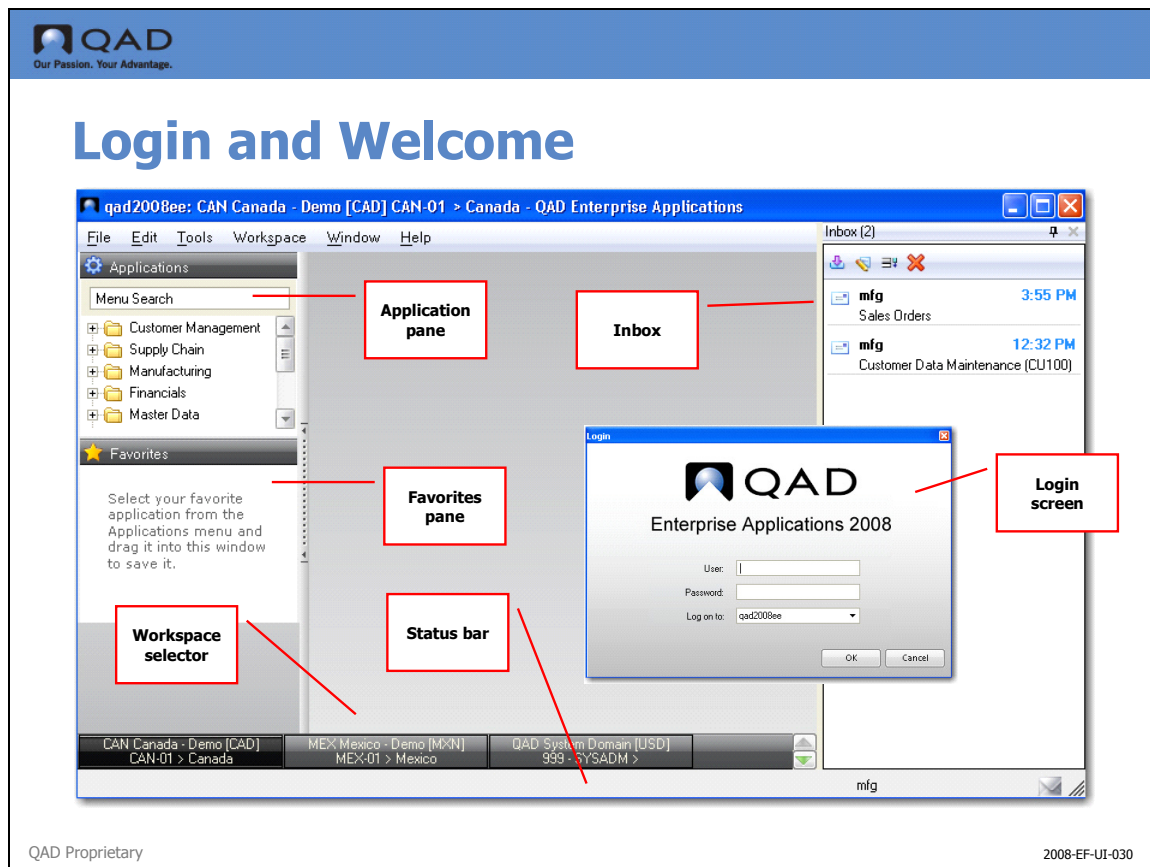
Overview

- ▲ Login and welcome screens
- ▲ Menu navigation & tools
 - Search
 - Menu properties
 - Workflow - Inbox
 - Favorites
 - Alternative menu access (GoTo, context menu)
 - Document linking
- ▲ Application integration
 - Excel + XML integration
- ▲ Browsing features

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2008-EF-UI-020

Overview



Login and Welcome

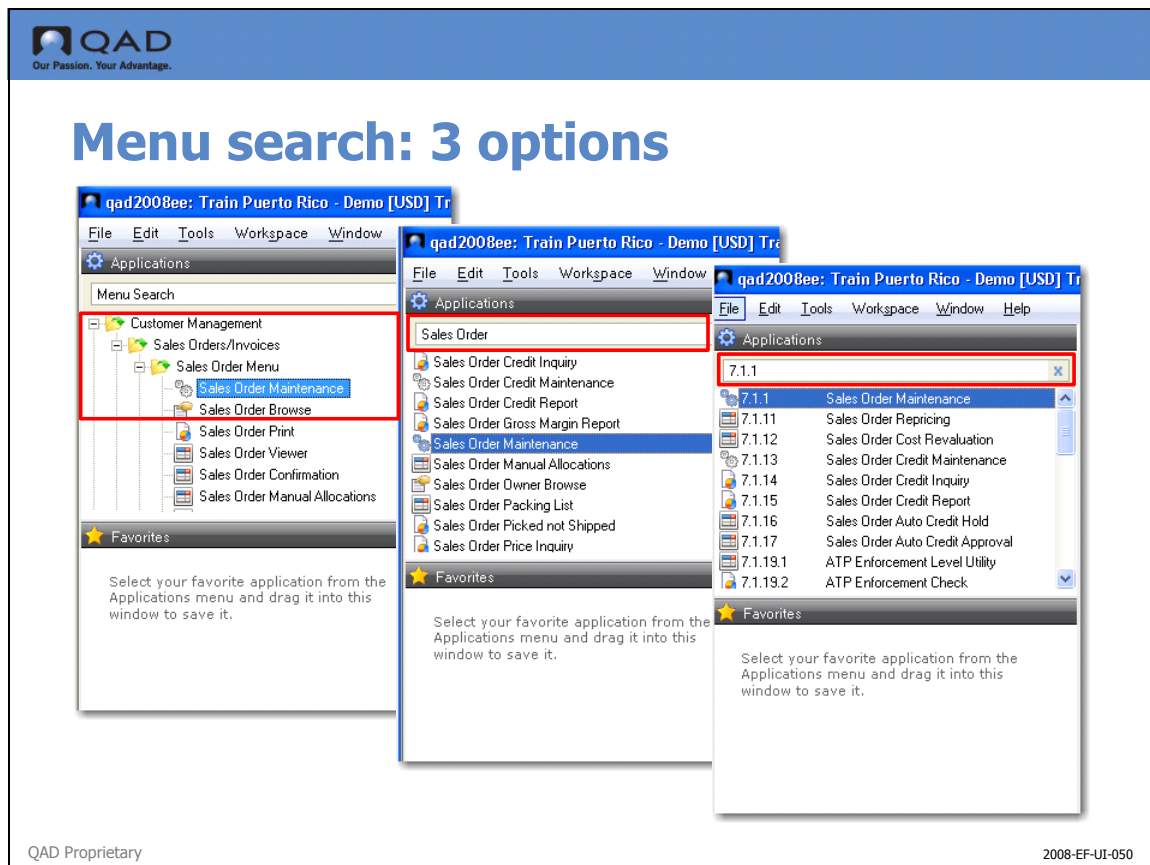
UI Components:

- Application pane
- Favorites pane
- Inbox
- Workspace selector
- Status bar



M

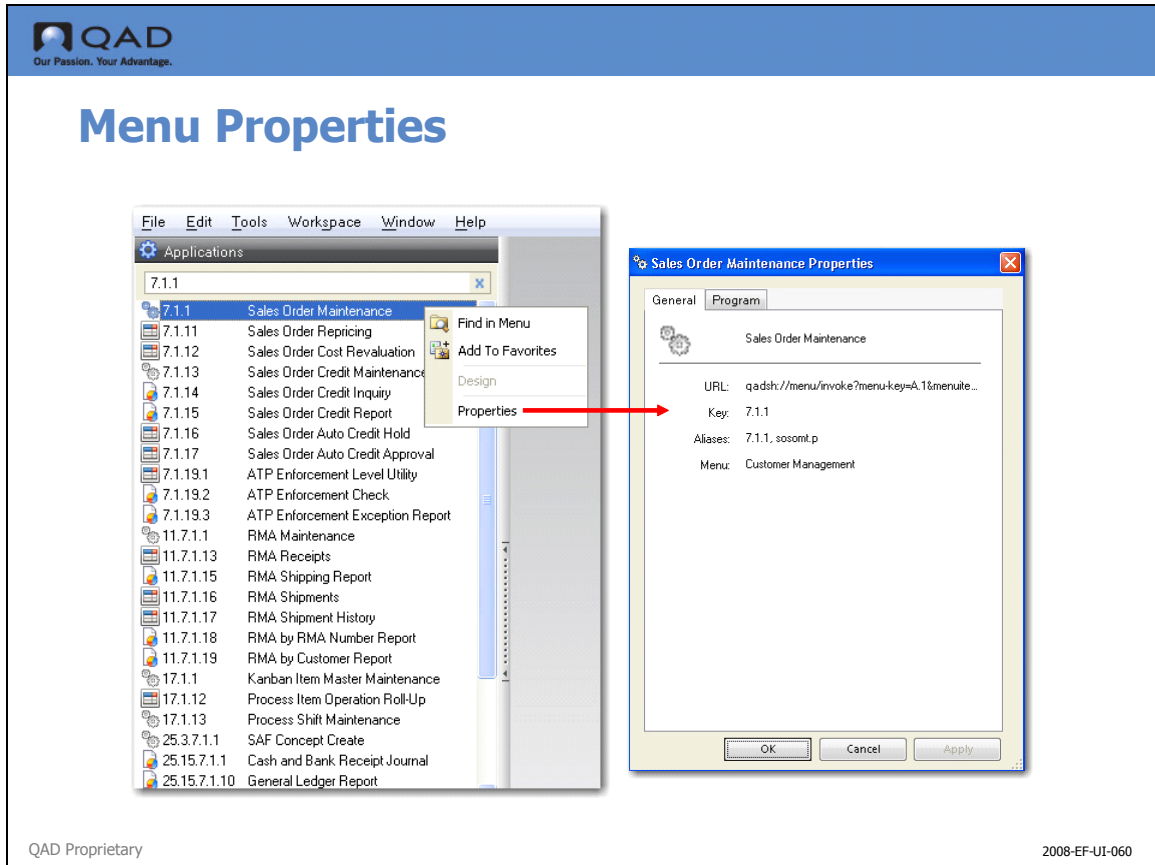
To



Menu Search

To find a menu, users can:

- Search through folders
- Enter a desired menu name
- Enter a desired menu number



Menu Properties

Any menu can be right-clicked to retrieve properties.

Note This can also be useful if you know a menu name but not its number. Select the properties to find the menu number (labeled as “Key”).



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Messaging and Workflow

Inbox (2)



 mfg 3:55 PM

Sales Orders

 mfg 12:32 PM

Customer Data Maintenance (CU100)

Customer Invoice Create

Go To

Actions

Tools

Attach

Print

Preview

Attachments

Customer Code

Posting

2008/000000000

05/14/2008

TC Invoice Amount

General

Addresses

Financial Info

Operational Info

Tax

CI Posting

Comments

Customer Code

Business Relation

Type

Invoice

Invoice Date

05/14/2008

Batch Number

Description

TC Invoice Amount

0.00

Exchange Rate

0.000000000

Scale Factor

1.000000000

BC Invoice Amount

0.00

EUR

Sub-Account

Year

2008

05

Daybook Code

000000000

Project

Cost Center

Posting Date

05/14/2008

Tax Point Date

05/14/2008

Taxable

Tax Excluded

Invoice Status Code

Open

Selected

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Messaging and Workflow



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Create Workflow

QAD2008ee: QMSEMEA QMS EMEA - Demo [EUR] EMEA-NL > EMEA-NL Ent. of QMS EMEA (2) - QAD Enterprise Applications

File Edit Tools Workspace Window Help

Applications

Menu Search

Accounts Receivable

- Customer Invoice Menu
 - Customer Invoice Maintenance
 - Customer Invoice Create
 - Customer Invoice Modify
 - Customer Invoice View
 - Customer Invoice Print
 - Customer Invoice Browse Drafts
 - Customer Opening Balance Create
 - Finance Charge Menu
 - Customer Payment Activity Menu
 - Customer Reports Menu
 - Customer Views Menu
 - Customer Setup Menu
- Accounts Payable

Favorites

Select your favorite application from the Applications menu and drag it into this window to save it.

Customer Invoice Create

Attachments

Customer Code

Posting

General

Customer Code

Type

Description

TC Invoice

Exchange

Scale Factor

BC Invoice

Sub-Account

Year

Daybook Code

Project

Cost Center

Contact

Link to Invoice

0000

000000000

Adjustment

0

0.00

Save and Create

Customer Invoice - Create

Attachments

Workflow Name

Load

Store

Role

CustomerNotify

Required Activity

Create Invoice

Return to Sender

Instructions

Please send invoice to Customer 0015674

Send E-mail Notification

OK

Close

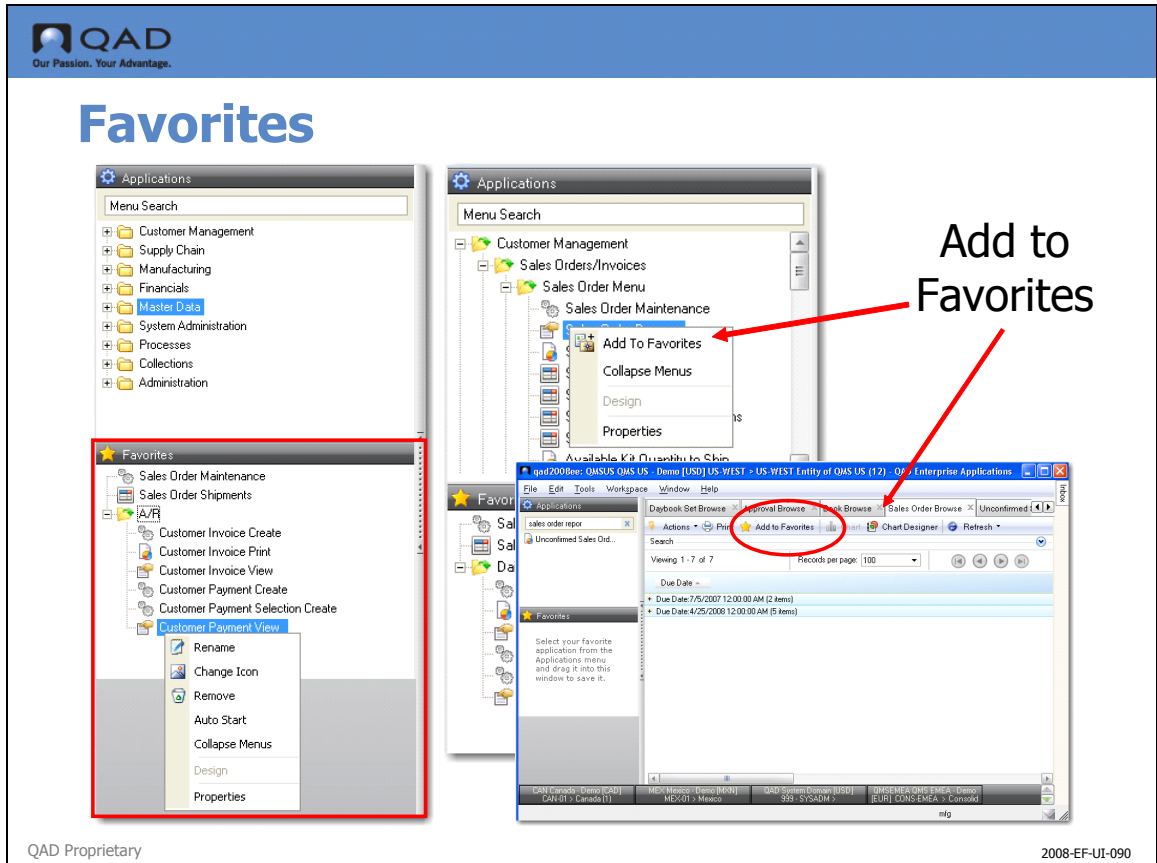
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Create Workflow



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Favorites

Your most-used menus, or even entire folders can be added to the Favorites pane for quick access later on. You can also create your own folders containing various menus to open them all at once

An Auto Start feature is available if you want to have certain menu start up every time you start QAD Enterprise Applications. This feature is also available for use on both single menus and entire folders



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Direct menu access: GoTo

qad2008Bee: Train Puerto Rico - Demo [USD] Training > Entity For Training (1) - QAD Enterprise Applications

File Edit Tools Workspace Window Help

Customer Invoice Create X

Go To Actions Tools Attach Print Preview

Related Views

Related Reports

Create New Customer

Create New Business Relation

Create New Sub-Account

Create New Daybook

Create New Project

Create New Cost Center

Create New Currency

Create New Invoice Status

Create New Entity GL Period

Operational Info Tax CI Posting Comments

Business Relation

Invoice Date

Batch Number

Posting Date

Tax Point Date

Taxable

Tax Excluded

Invoice Status Code

Open

Selected

Adjustment

TC Invoice Amount

0.00

05/14/2008

00000000

00000000

05/14/2008

05/14/2008

☐

☐

☐

☐

0

BC Invoice Amount

0.00 USD

Sub-Account

Year

2008

05

Daybook Code

000000000

Project

Cost Center

Contact

Link to Invoice

0000

000000000

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Direct Menu Access: GoTo



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Direct menu access: Context menu

qad200Bee: QMSEMEA QMS EMEA - Demo [EUR] EMEA-NL > EMEA-NL Ent. of QMS EMEA (1) - QAD Enterprise Applications

File Edit Tools Workspace Window Help

Supplier Invoice Browse for Vi... X

Actions Print Add to Favorites Chart Chart Designer Refresh Stored Searches

Search (10)

Supplier Code equals S00600

Business Relation equals

Reference equals

Year equals

Daybook Code equals

Voucher equals

Posting Date equals

Search Clear All

Viewing 1 - 1 of 1 Records per page: 100

Supplier Business Relation Code Inv Date Reference TC Balance Curr Due Date Description Year

S00600 05/14/2008 123 -1,000.00 EUR 07/31/2008 123 S00600 2008

Summar Sum = -1,000.00

Create

View

Modify

Approve

Release For Payment

Prepare Allocation

Allocate

Reverse

Delete

InitialCreate

Replace

Supplier Invoice Activity

Supplier Invoice Extended

Dump XML

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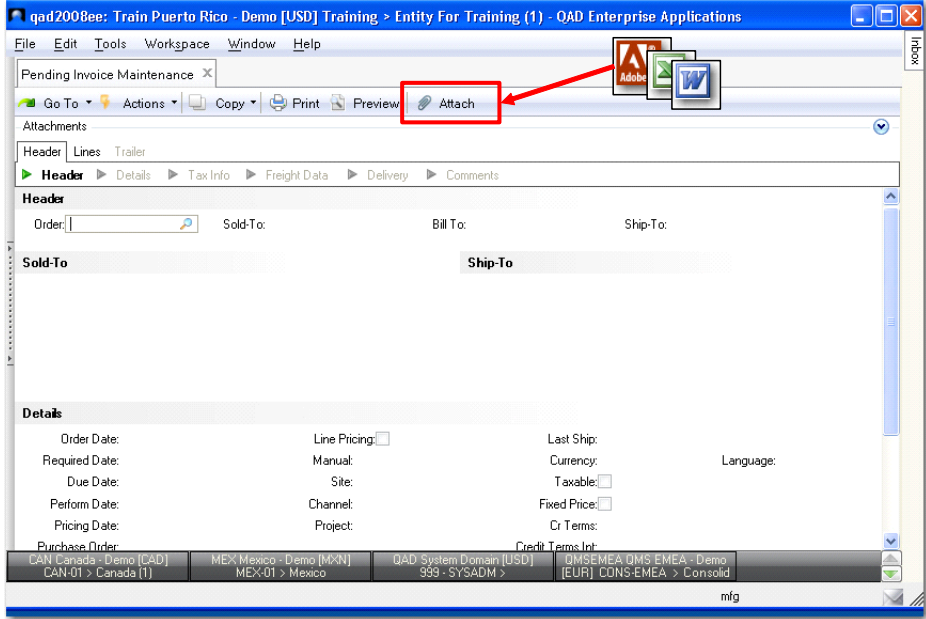
2008-EF-UI-120

Direct Menu Access: Context Menu



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Document Linking



The screenshot displays the QAD Enterprise Applications interface. At the top, the title bar reads "qad2008ee: Train Puerto Rico - Demo [USD] Training > Entity For Training (1) - QAD Enterprise Applications". The menu bar includes File, Edit, Tools, Workspace, Window, and Help. Below the menu bar is a toolbar with buttons for Go To, Actions, Copy, Print, Preview, and Attach. The Attach button is highlighted with a red box and a red arrow pointing to it from a stack of document icons (Adobe PDF, Word, and Excel) located to its right. The main window is titled "Pending Invoice Maintenance" and contains tabs for Header, Lines, and Trailer. The Header tab is active, showing fields for Order, Sold-To, Bill To, and Ship-To. Below these fields are sections for Sold-To and Ship-To details. The Details section includes fields for Order Date, Required Date, Due Date, Perform Date, Pricing Date, Line Pricing, Manual, Site, Channel, Project, Last Ship, Currency, Taxable, Fixed Price, and Credit Terms. The bottom of the interface shows a status bar with various system information and a user name "mig".

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Document Linking



Application Integration

- ▲ XML
- ▲ Advanced Excel integration
 - 2 way

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Application Integration



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XML integration

Before

Exchange Rate Browse for Vi...

Drag a column header here to group by that column.

From Cur	To Curr	Valid From	Rate	Scale Facto	Rate Type
EUR	USD	01/01/07	1.3000000000	1.0000000	ACCOUNTING
EUR	USD	01/31/08	1.5000000000	1.0000000	REVALUATION

After

Exchange Rate Browse for Vi...

Drag a column header here to group by that column.

From Cur	To Curr	Valid From	Rate	Scale Facto	Rate Type
EUR	USD	01/01/07	1.3000000000	1.0000000	ACCOUNTING
EUR	USD	01/31/08	1.5000000000	1.0000000	REVALUATION
EUR	USD	01/01/08	1.4000000000	1.0000000	ACCOUNTING
EUR	USD	02/01/08	1.5000000000	1.0000000	ACCOUNTING

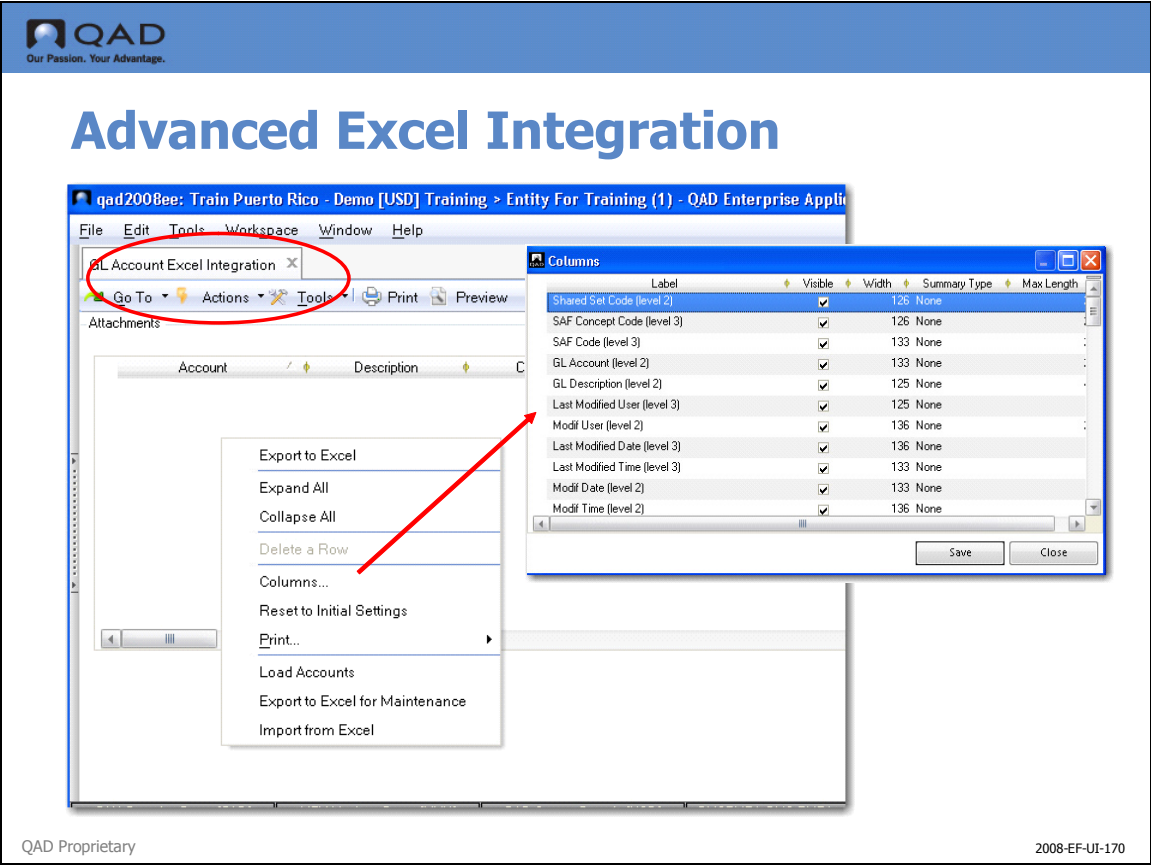
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XML Integration



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Advanced Excel Integration

Several menus allow for 2-way Excel integration. This facilitates the setup, but also batch changes.

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Advanced Excel Integration

Dump/load data

Account	Description	Category	Balance Account	Budget Group	GL Type
1090	Sales Cash	ASSET	☒		Standard Account
1100	Current bank account US	ASSET	☒	New Group	Bank Account
1200	Current bank account EU	ASSET	☒		Bank Account
1300	Accounts Receivables	ASSET	☒		Customer Contr
1380	Debtor PIP	ASSET	☒		Customer Paym
1390	Bounced cust paym instr	ASSET	☒		
1399	TAX Receivable	ASSET	☒		
1400	AP Tax	ASSET	☒		
1405	Sales Tax CN Account	ASSET	☒		
1415	Sales Tax Abs CN Acct	ASSET	☒		

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Steps for dump and load include:

- 1 Select columns to export that need modification or are needed to identify records.
- 2 Export to Excel
- 3 Modify or enter data
- 4 Re-import to QAD Enterprise Financials



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Advanced Excel integration

qad2008ee: QMSUS QMS US - Demo [USD] US-WEST > US-WEST Entity of QMS US (1) - QAD Enterprise Applications

File Edit Tools Workspace Window Help

Sales Order Browse X

Actions Print Add to Favorites Chart Chart Designer Refresh

Search

Viewing 1 - 7 of 7 Records per page: 100

Due Date

Due Date: 7/5/2007 12:00:00 AM (2 items)

Sales Order	Sold-To	Status	Line	Item Number	Unit of Measure	Quantity Ordered	Quantity Open
10004	CU2500		1	80-10000-001	EA	10.0	10.0
10005	CU2500		1	80-10000-001	EA	10.0	10.0

Due Date: 4/25/2008 12:00:00 AM (5 items)

Microsoft Excel - tmp142

File Edit View Insert Format Tools Data Window Help

Type a question for help

A1 Due Date: 7/5/2007 12:00:00 AM (2 items)

	A	B	C	D	E	F	G
1	Due Date: 7/5/2007 12:00:00 AM (2 items)						
2							
3		Sales Order	Sold-To	Status	Line	Item Number	Unit of Measure
4		10004	CU2500		1	80-10000-001	EA
5		10005	CU2500		1	80-10000-001	EA
6							
7	Due Date: 4/25/2008 12:00:00 AM (5 items)						
15							
16							
17							

Export browse results

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Data from any browse can be exported to Excel.

Grouping is preserved.



Browses Highlights

- ▲ Sort (click heading)
- ▲ Drill-down (blue underlined values)
- ▲ Filter (funnel)
- ▲ Group data
- ▲ Rearrange display (drag&drop, columns auto size)
- ▲ Graph designer
- ▲ Export (xls, doc, pdf or report)
- ▲ Print
- ▲ Save to Favorites
- ▲ Automatic refresh

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Browse Highlights



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Browses Features

Sales Order Browse X

Filter funnel

Sort

Drill-down

Added to Favorites

Refresh

Search

Clear All

Viewing 1 - 14 of 14

Records per page: 100

Sales Order	Sold-	Status	Line	Item Number	Unit of Measure	Quantity Ordered	Quantity Open	Due Date	Quantity
10013	ce3000		1	80-10000-001	EA	2.0	2.0	06/22/2007	
10012	CE3000		1	80-10000-001	EA	2.0	0.0	06/22/2007	
10016	CE3000		1	80-10000-001	EA	2.0	2.0	06/22/2007	
10025	CE3000		1	80-10000-001	EA	40.0	0.0	06/23/2007	
10025	CE3000		1	80-10000-001	EA	40.0	0.0	06/23/2007	
10006	CE4000		1	80-10000-001	EA	10.0	0.0	06/22/2007	
10009	CE4000		1	80-10000-001	EA	10.0	10.0	06/22/2007	
10019	CE4000		1	80-10000-001	EA	10.0	10.0	06/22/2007	
10019	CE4000		2	80-10000-001	EA	-10.0	-10.0	06/22/2007	
test	CE4000		1	80-10000-001	EA	10.0	10.0	04/23/2008	
test12	CE4000		1	80-10000-001	EA	5.0	0.0	04/26/2008	
test2	CE4000		1	80-10000-001	EA	8.0	8.0	04/24/2008	
test3	CE4000		1	80-10000-001	EA	5.0	0.0	04/24/2008	

Sales Order Master

Shipment Transactions

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Browse Features: Filter Funnel, Sort, Drill-Down



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Rearrange Display

Sales Order Browse

Actions Print Add to Favorites Chart Chart Designer Refresh

Search

Sales Order starts at Search Clear All

Viewing 1 - 14 of 14 Records per page: 100

Sales Order	Sold	Sta	L	Item Num	Unit of Meas	Quantity Ord	Quantity D	Due Dat	Quantity Ship
10005	CE 4000	1	80-10000-001	EA	10.0	0.0	06/22/2007	10.0	
10006	CE 4000	1	80-10000-001	EA	10.0	10.0	06/22/2007	0.0	
10009	CE 4000	1	80-10000-001	EA	10.0	10.0	06/22/2007	0.0	
10012	CE 3000	1	80-10000-001	EA					
10013	ce3000	1	80-10000-001	EA					
10016	CE 3000	1	80-10000-001	EA					
10019	CE 4000	1	80-10000-001	EA					
10019	CE 4000	2	80-10000-001	EA					
10025	CE 3000	1	80-10000-001	EA					
10026	CE 3000	1	80-10000-001	EA					
test	CE 4000	1	80-10000-001	EA					
test12	CE 4000	1	80-10000-001	EA					
test2	CE 4000	1	80-10000-001	EA					
test3	CE 4000	1	80-10000-001	EA					

Before

Sales Order Browse

Actions Print Add to Favorites Chart Chart Designer Refresh

Search

Sales Order starts at Search Clear All

Viewing 1 - 14 of 14 Records per page: 100

Sales Order	Sold-To	Quantity Ordered	Item Number	Due D	Status	Line	Unit of Measure
10005	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10006	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10009	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10012	CE 3000	2.0	80-10000-001	06/22/2007		1	EA
10013	ce3000	2.0	80-10000-001	06/22/2007		1	EA
10016	CE 3000	2.0	80-10000-001	06/22/2007		1	EA
10019	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10019	CE 4000	-10.0	80-10000-001	06/22/2007		2	EA
10025	CE 3000	40.0	80-10000-001	06/23/2007		1	EA
10026	CE 3000	40.0	80-10000-001	06/23/2007		1	EA
test	CE 4000	10.0	80-10000-001	04/23/2008		1	EA
test2	CE 4000	9.0	80-10000-001	04/24/2008		1	EA
test3	CE 4000	5.0	80-10000-001	04/24/2008		1	EA
test12	CE 4000	5.0	80-10000-001	04/26/2008		1	EA

After

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Rearrange Display

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Rearrange Display

Column auto sized

Rearranged columns

Sort by date

Sales Order Browse

Actions Print Add to Favorites Chart

Search

Sales Order starts at Search Clear All

Viewing 1 - 14 of 14 Records per page: 100

Sales Order	Sold To	Sta	L	Item Num	Unit of Meas	Quantity Ordered	Quantity D	Due Date
10005	CE 4000	1	80-10000-001	EA		0.0	0.0	06/22/2007
10006	CE 4000	1	80-10000-001	EA		10.0	10.0	06/22/2007
10009	CE 4000	1	80-10000-001	EA		10.0	10.0	06/22/2007
10012	CE 3000	1	80-10000-001	EA		2.0	2.0	06/22/2007
10013	ce3000	1	80-10000-001	EA		2.0	2.0	06/22/2007
10016	CE 3000	1	80-10000-001	EA		2.0	2.0	06/22/2007
10019	CE 4000	1	80-10000-001	EA		10.0	10.0	06/22/2007
10019	CE 4000	2	80-10000-001	EA		-10.0	-10.0	06/22/2007
10025	CE 3000	1	80-10000-001	EA		40.0	40.0	06/23/2007
10026	CE 3000	1	80-10000-001	EA		40.0	40.0	06/23/2007
test	CE 4000	1	80-10000-001	EA		10.0	10.0	04/23/2008
test12	CE 4000	1	80-10000-001	EA		8.0	8.0	04/24/2008
test2	CE 4000	1	80-10000-001	EA		5.0	5.0	04/24/2008
test3	CE 4000	1	80-10000-001	EA		5.0	5.0	04/26/2008

Sales Order Browse

Actions Print Add to Favorites Chart Chart Designer Refresh

Search

Sales Order starts at Search Clear All

Viewing 1 - 14 of 14 Records per page: 100

Sales Order	Sold To	Quantity Ordered	Item Number	Due Date	Status	Line	Unit of Measure
10005	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10006	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10009	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10012	CE 3000	2.0	80-10000-001	06/22/2007		1	EA
10013	ce3000	2.0	80-10000-001	06/22/2007		1	EA
10016	CE 3000	2.0	80-10000-001	06/22/2007		1	EA
10019	CE 4000	10.0	80-10000-001	06/22/2007		1	EA
10019	CE 4000	-10.0	80-10000-001	06/22/2007		2	EA
10025	CE 3000	40.0	80-10000-001	06/23/2007		1	EA
10026	CE 3000	40.0	80-10000-001	06/23/2007		1	EA
test	CE 4000	10.0	80-10000-001	04/23/2008		1	EA
test12	CE 4000	8.0	80-10000-001	04/24/2008		1	EA
test3	CE 4000	5.0	80-10000-001	04/24/2008		1	EA
test12	CE 4000	5.0	80-10000-001	04/26/2008		1	EA

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2008-EF-BRO-190

Rearrange Display

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Our Passion. Your Advantage.

Browses Features

Sales Order Browse

Actions Print Add to Favorites Chart Chart Designer Refresh

Search

Sales Order starts at

Viewing 1 - 14 of 14 Records per page: 100

- Due Date:6/22/2007 12:00:00 AM (8 items)

Sales Order	Sold-To	Status	Line	Item Number	Unit of Measure
10005	CE4000		1	80-10000-001	EA
10006			1	80-10000-001	EA
10009			1	80-10000-001	EA
10012			1	80-10000-001	EA
10013	ce3000		1	80-10000-001	EA
10016	CE3000		1	80-10000-001	EA
10019	CE4000		1	80-10000-001	EA
10019	CE4000		2	80-10000-001	EA

+ Due Date:6/23/2007 12:00:00 AM (2 items)

+ Due Date:4/23/2008 12:00:00 AM (1 item)

+ Due Date:4/24/2008 12:00:00 AM (2 items)

+ Due Date:4/26/2008 12:00:00 AM (1 item)

Column options

Autosize Columns

Group By Quantity Shipped

Show Group By Box

Remove Grouping

Expand All Groups

Collapse All Groups

Summary

Clear All Filters

Hide Column

Reset to Factory Settings

Columns

Properties

Count

Sum

Average

Minimum

Maximum

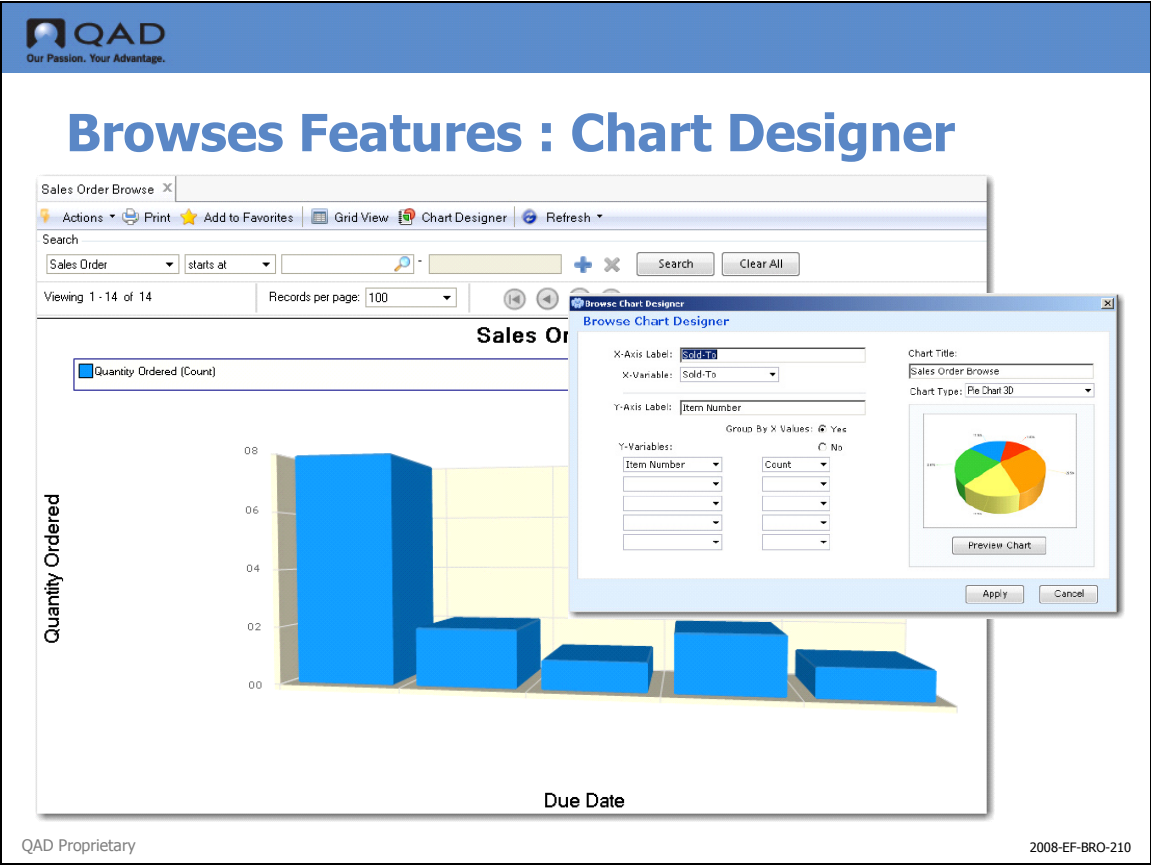
Group

Summary options

Browse Features: Group, Column Options, Summary Options



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Browse Features: Chart Designer



Our Passion. Your Advantage.

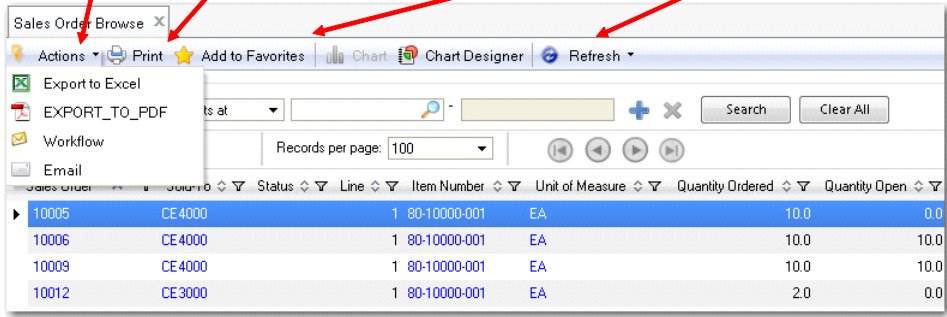
Browses Features

Export

Print

Add to Favorites

Refresh



The screenshot shows the 'Sales Order Browse' window. The 'Actions' menu is open, showing options: 'Export to Excel', 'EXPORT_TO_PDF', 'Workflow', and 'Email'. The 'Print' button is in the top toolbar. The 'Add to Favorites' button (star icon) is in the top toolbar. The 'Refresh' button (circular arrow icon) is in the top toolbar. The table below shows sales order data.

Sales Order	Order No	Status	Line	Item Number	Unit of Measure	Quantity Ordered	Quantity Open
10005	CE4000		1	80-10000-001	EA	10.0	0.0
10006	CE4000		1	80-10000-001	EA	10.0	10.0
10009	CE4000		1	80-10000-001	EA	10.0	10.0
10012	CE3000		1	80-10000-001	EA	2.0	0.0

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2008-EF-BRO-220

Browse Features: Export, Print, Favorites, Refresh

Exercise: UI navigation

Logon to QAD 2008 Enterprise Application with the credentials given by your instructor

- Familiarize yourself with the interface.
- Click on menu options and go down the menu tree.
- Open your inbox.
- Change the active workspace.

Look for menu *Sales Order Browse, 7.1.2* (remember the 3 options to search for a menu)

- Look for the menu number. Right-click on menu name, select Menu Properties.
- Add Sales Order Browse to your Favorites (drag&drop)
- Rename Sales Order Browse in your Favorites pane

Go to *Sales Order Browse, 7.1.2*

- In the header, field “Record per page” select “All”
- Click one heading to sort (e.g due date)
- Move columns to create a more sensible display (drag&drop)
- Try filtering the data, e.g. by item number (click on funnel icon)
- Right-click on a sales order number. Click on Shipment transactions and review
- Right-click on a column header. Select 'Show Group By Box'
- Drag&drop the 'Due Date' column header to this area. Click on a + sign to drill down.
- Drag&drop the 'Item Number' column header to this area
- In the menu bar, click 'Actions' - Export to Excel. Save to your desktop
- Review the create Excel worksheet. The grouping is preserved.
- Go back to the application. Records per page: select 10

- Click on 'Chart Designer'
- X Variable : Select 'Due Date'
- Y Variable : Select 'Qty Ordered'
- Chart type : Select Column Chart 3D
- Click “Apply”

Go to GL Account Excel Integration

- Right-click and select “Load Accounts”
- Right-click and select “Columns”
- Select the columns that you would like to export. Deselect the ones you don't want to export
- Right-click and select “Export to Excel for Maintenance”
- Review the data. Look at row 2. It contains important information for the system to reload the data after maintenance. Don't modify the data on this row.
- Now you could modify the data, and re-import it to the system. (Don't do it in this exercise to avoid creating issues in the Database that might prevent you to do the following exercises).

CHAPTER 2

Enterprise Financials Components and Concepts



Overview

▲ Components

- From Financial Analytics to Logistic Accountings

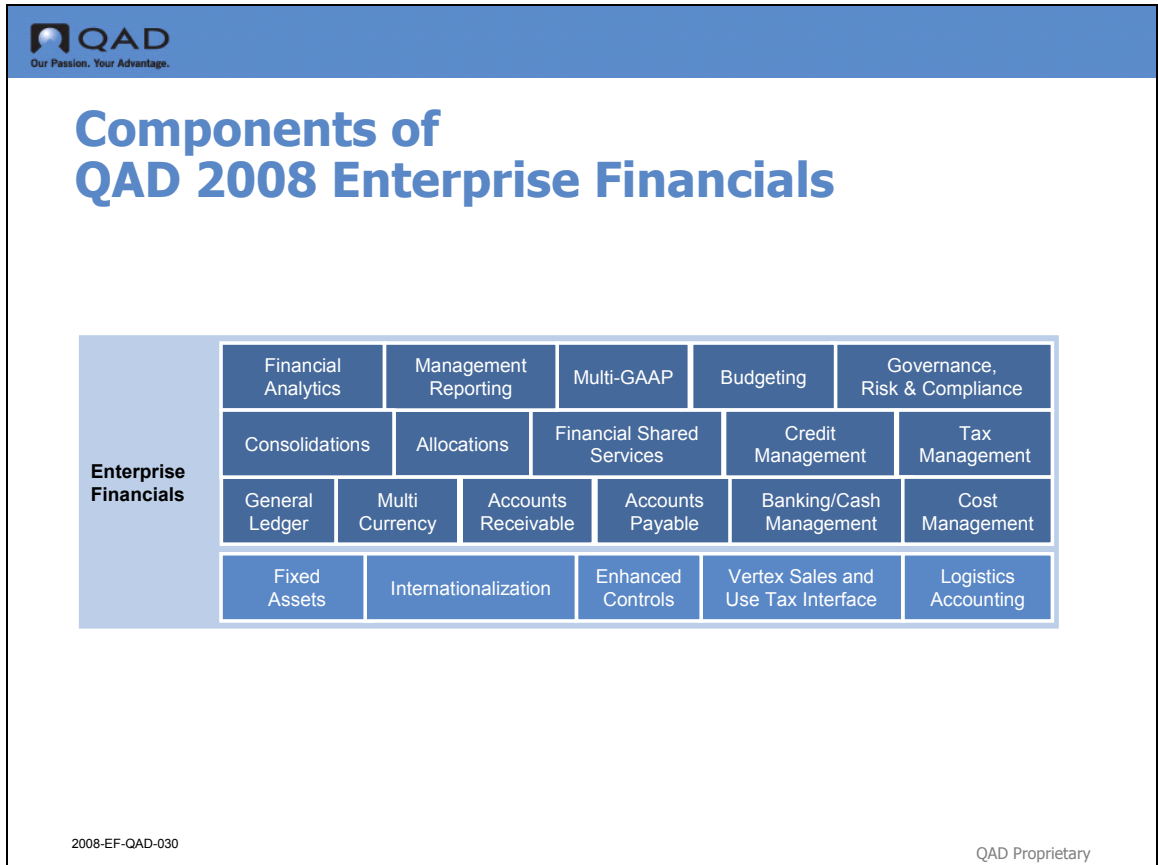
▲ Concepts

- Business Data Model
- From Shared Sets
- Profiles
- Business Relations
- Accounting Layers
- Daybooks
- GL Analytical Coding Segments (incl. SAF)
- Double Base Currency

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2008-EF-QAD-020

Overview



Components of QAD 2008 Enterprise Financials

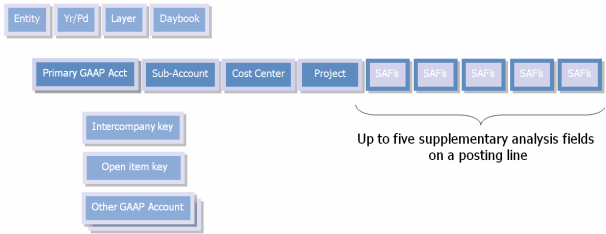


Our Passion. Your Advantage.

QAD Financial Analytics

- Align performance of business units to your overall company objectives
- Analysis and reporting from C-level executives to business unit managers
- Multi-layer accounting with support for simulations and what-if analysis
- Extensive drill-down and analysis capabilities
- Dashboards for customer and supplier information

Ensures overall state of the business analysis as strategic options are analyzed for the CFO



Up to five supplementary analysis fields on a posting line

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP		Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services		Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management	Cost Management

QAD Proprietary

2008-EF-QAD-040

QAD Financial Analytics



QAD Management Reporting

- ▶ Extensive set of reports
- ▶ Graphical output that is easy to customize
 - Unlimited report variants can be created for any specific requirement
- ▶ Reports in company management currency and company chart of accounts for comparison of business operations
- ▶ Spreadsheet style browses that allow detailed selections and easily generate one-off reports

Board Reporting made simple, and decision making made black & white with flexible, graphical reporting for the CFO

Income Statement Report

Report	GL Account	GL Account Code	ACTUALS - 1/1/2007 - 12/31/2007	% of Income	BUDGET - 1/1/2007 - 12/31/2007	% of Income	Variance
Period Result			100,000.00	100.00	100,000.00	100.00	-
Income			100,000.00	100.00	100,000.00	100.00	-
Cost of Sales			60,000.00	60.00	60,000.00	60.00	-
Gross Profit			40,000.00	40.00	40,000.00	40.00	-
Operating Expenses			20,000.00	20.00	20,000.00	20.00	-
Other Expenses			10,000.00	10.00	10,000.00	10.00	-
Net Income			10,000.00	10.00	10,000.00	10.00	-
Cost of Income			90,000.00	90.00	90,000.00	90.00	-
COGS at Balance			90,000.00	90.00	90,000.00	90.00	-
Financial Expenses			1,000.00	1.00	1,000.00	1.00	-
Other Expenses			1,000.00	1.00	1,000.00	1.00	-
COGS Variance			1,000.00	1.00	1,000.00	1.00	-
Net Income			10,000.00	10.00	10,000.00	10.00	-

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-050

QAD Management Reporting





Our Passion. Your Advantage.

QAD Multi-GAAP

- Accounting Layers allow for multi-GAAP reporting
- Multiple charts of accounts (COA) for reporting purposes
- Ability to combine accounting layers in reporting
- Simulate GAAP transformation transactions
- Allocation module and Supplementary Analysis Fields to support IFRS segment reporting

Accounting layers allow multi-GAAP reporting from a single set of books

Layer Code	Description	
IFRS	IFRS adjustments	Management
USGAAP	USGAAP adjustments	Management
Official	Official	Official
Trans-Approve	Approval layer	Transient

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management

QAD Proprietary

2008-EF-QAD-060

QAD Multi-Gap



QAD Budgeting

- Supports multiple versions of budgets
- Budget periods can be different from accounting periods
- Recording of forecasts
- On-line budget checking and warnings
- Import budget data from Microsoft Excel®
- Live modification of budgets using Microsoft Excel®
- Supports multi-level budgeting and actuals coming from multiple companies

Quick, flexible, collaborative budgeting process for the Finance Manager

Budget Create

Budget Code: income statement Status: Valid

Description: Income Statement 2008 Used for Allocation

Use as Report

General | Budget Period | Levels | Structures | Versions

Versions: Initial Version (0/0) Auto Roll-Up: ☒

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)
Revenue	1,231,972.96	1,231,972.96	1,231,972.96	1,231,972.96	0.00
Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)
Service Income	516,991.67	516,991.67	516,991.67	516,991.67	0.00
Direct Sales	621,583.33	621,583.33	621,583.33	621,583.33	0.00
Other Income	200,200.30	200,200.30	200,200.30	200,200.30	0.00
Adjustments	-106,802.34	-106,802.34	-106,802.34	-106,802.34	0.00
Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)
Direct Cost	570,890.77	570,890.77	570,890.77	570,890.77	0.00
Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)
Cost of Goods Sold	507,045.39	507,045.39	507,045.39	507,045.39	0.00

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-070

QAD Budgeting

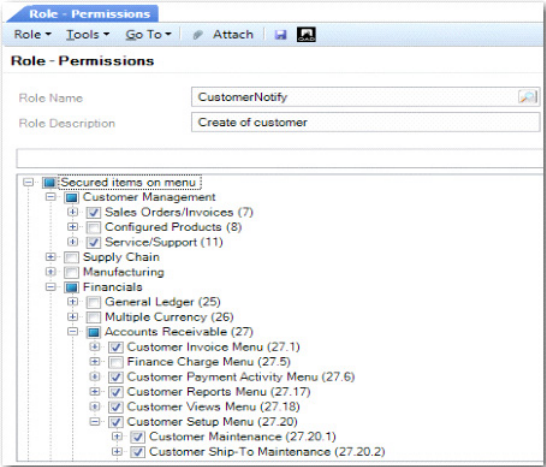


Our Passion. Your Advantage.

QAD GRC

- Extensive set of solutions for Governance, Risk and Compliance
- Minimizes costs of compliance to government regulations such as Sarbanes-Oxley, IFRS, FDA Part 11 and other governance requirements
- Extensive automated controls
- Role based security up to activity level
- Segregation of duties enforcement and associated reporting
- Trade compliance using QAD TMS
- Access control including forced password complexity, aging and intrusion detection

Helps companies stay compliant



The screenshot shows the 'Role - Permissions' configuration window. The 'Role Name' is 'CustomerNotify' and the 'Role Description' is 'Create of customer'. A tree view on the right lists various system components with checkboxes indicating permissions. The 'Secured items on menu' section is expanded, showing permissions for 'Customer Management', 'Sales Orders/Invoices (7)', 'Configured Products (8)', 'Service/Support (11)', 'Supply Chain', 'Manufacturing', and 'Financials'. Under 'Financials', permissions are shown for 'General Ledger (25)', 'Multiple Currency (26)', 'Accounts Receivable (27)', and several sub-items under 'Accounts Receivable (27)' including 'Customer Invoice Menu (27.1)', 'Finance Charge Menu (27.5)', 'Customer Payment Activity Menu (27.6)', 'Customer Reports Menu (27.17)', 'Customer Views Menu (27.18)', 'Customer Setup Menu (27.20)', 'Customer Maintenance (27.20.1)', and 'Customer Ship-To Maintenance (27.20.2)'.

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-080

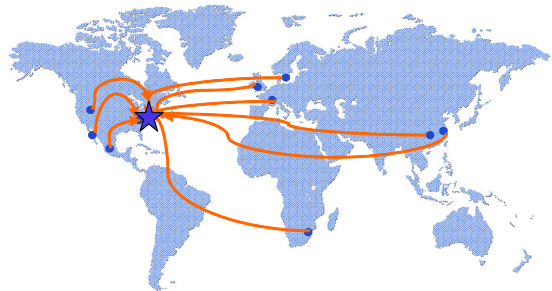
QAD GRC



QAD Consolidations

- ▲ A subsidiary entity can be a part of multiple consolidation entities
- ▲ Proportional Consolidation is supported
- ▲ You can build up hierarchies of consolidation entities
- ▲ Fast balance level consolidation
- ▲ Automatic tracking of intercompany transactions to support elimination
- ▲ Consolidate separately by accounting layer
- ▲ Support simulations

Provides quick & complete consolidation process for the Finance Manager



Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-090

QAD Consolidations

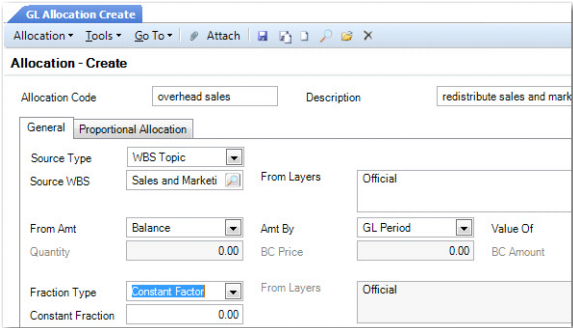


Our Passion. Your Advantage.

QAD Allocations

- ▲ Distribute costs and revenues to appropriate accounts, sub-accounts, cost centers and projects
- ▲ Supports recursive allocations
 - Reuse result of previous allocation run as input for the next
- ▲ Validate results of allocation run before final posting
- ▲ Supports different allocation methods, including proportional based on usage/activity
 - For instance distribute electricity costs to production cells based on kWh

The power of controlling



The screenshot shows the 'GL Allocation Create' window. It has a menu bar with 'Allocation', 'Tools', 'Go To', 'Attach', and icons for save, print, and help. The title bar is 'Allocation - Create'. Below the title bar, there are fields for 'Allocation Code' (overhead sales) and 'Description' (redistribute sales and mark). The 'General' tab is selected, showing 'Proportional Allocation'. Fields include 'Source Type' (WBS Topic), 'Source WBS' (Sales and Markets), 'From Layers' (Official), 'From Amt' (Balance), 'Quantity' (0.00), 'Amt By' (GL Period), 'BC Price' (0.00), 'Value Of' (BC Amount), 'Fraction Type' (Constant Factor), and 'Constant Fraction' (0.00).

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-100

QAD Allocations



QAD Financial Shared Services

- ▲ Sharing of chart of accounts and other key master data
- ▲ Sharing of customers and supplier across business units
- ▲ Workflow to move documents between business entities
- ▲ Link to document management to store electronic versions of paper documents such as invoices
- ▲ Cross-company AR and AP payments

Have economies of scale to save back-office costs and support growth

The screenshot shows a software interface. On the left, an 'Inbox' window lists items: Customer (1), General Ledger Account (1), Supplier Invoice (1), and Approve Supplier Invoice (2007.SINV.9). An orange arrow points from the 'Approve Supplier Invoice' item to a workflow configuration form on the right. The form includes fields for 'Workflow Name', 'Role' (set to 'QAD Admin'), 'Required Activity' (set to 'Approve'), and a checked 'Return to Sender' checkbox. The 'Instructions' field contains the text: 'Please review and approve this invoice - 100%Pure.pdf'. 'Load' and 'Store' buttons are at the top right of the form.

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-110

QAD Financial Shared Services



QAD Credit Management

- ▲ Extensive and flexible credit check
 - Based on percentage of turnover
 - Fixed credit limit
 - Maximum days of overdue
 - Option to overrule
 - Share credit limit of shared customers across companies
- ▲ Configurable warning level
- ▲ Dashboard for customer activity and credit information
- ▲ Multi level dunning letters

Ensures visibility of customers with credit issues for the Finance Manager

Customer - Activity Dashboard

Customer Code: CE4000 Entity: CONS-EMEA
 Business Relation: Leer Bike City
 Name: Leer Bike City

Credit Details | Activity | Invoices | Payments | Comments

Currency Code: EUR

Fixed Credit Limit: 65,000.00
 Turnover Credit Limit: 0.00
 High Credit: 150,000.00
 Credit Terms: 300
 Credit Hold: ☐

Last Payment Date: 22/06/2007
 Last Sale Date: 21/06/2007
 High Credit Date:
 Credit Agency Reference:
 Credit Rating:

All Entities

Balance of Open Items: 31,349.70
 Balance of Sales Orders: 42,245.00
 Total Liability: 73,594.70

Selected Entities

Balance of Open Items: 31,349.70

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

QAD Proprietary

2008-EF-QAD-120

QAD Credit Management



QAD Tax Management

- ▲ Allows global tax treatment for multiple tax environments in the same database
- ▲ Unlimited number of tax types and rates
 - VAT, luxury, capped, non-recoverable
- ▲ Considers
 - Geography
 - Item status (taxable, non-taxable)
 - Customer / Supplier status
 - Effective date
- ▲ Includes flexible reporting

Serves the different sales, use and VAT taxes globally

Ensures correct tax registrations and smooth tax reporting



Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management Cost Management

QAD Proprietary

2008-EF-QAD-130

QAD Tax Management

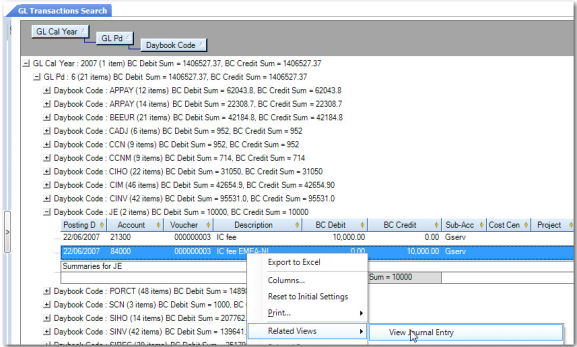


Our Passion. Your Advantage.

QAD General Ledger

- Multi-Entity, Multi-Currency, Multi-Layer
- Support for recurring/reversing entries
- Extensive drill-down capabilities
- Flexible account structure with up to 5 optional Supplementary Analysis Fields per account combination
- Posting templates
- Multi-stage period closing process including period marks, closing validations and reporting
- Separate period for year-end corrections
- Bi-directional Microsoft Excel® integration for journal entries as well as for account setup

Ensures all financial data is quickly accessible for drill down and corporate reporting



Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP		Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services		Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management	Cost Management

QAD Proprietary

2008-EF-QAD-140

QAD General Ledger



QAD Multiple Currency

- ▲ Process, pay and receive money in any currency
- ▲ Set up functional currencies by business unit
- ▲ Dual Base Currency
 - Transaction amounts always stored in transaction currency, base currency and **company management currency**
- ▲ Extensive revaluation options, both for functional and management currency
- ▲ Allows the global organization to conduct business in the required currency, and generate consolidated and management reporting in the mandated currency

Do business in any currency

Revaluations

BMDA DEB - of QAD BMDA

Page 1 / 1

Revaluation Area	COPENBMS	SL Period	200707	Exchange Rates	07/01/2007	Status	INITIAL			
Rev Number	1	Rev Date	Wed Apr July 31							
Summary by Company										
Cur		Cur Date		Transaction		Revaluation				
Total Entry				TC Open Item	BC Open Item	Josh Rate	BC Debit			
				597,285.80CR	597,476.81CR		190.00			
CNY	Yuan Renminbi			3,000,000.00CR	291,282.14CR	0.0971	300,000.00CR			
							0.00			
EUR	Euro			74,962.00CR	75,254.30CR	1.0000	75,254.30CR			
							0.00			
USD	US Dollar			900,000.00CR	236,769.24CR	0.7960	222,222.21CR			
							0.7407			
							0.00			
							6,547.03			
							3.75			
Summary by SL										
Revaluated Account	Description	Revaluation Account	Description	Cur	TC Open Item	BC Open Item	Josh Rate	BC Debit	BC Credit	%
Total Entry										
					597,285.80CR	597,476.81CR		0.00	190.00	
15000	Accounts Payable 15001	Reval AP		CNY	3,000,000.00CR	291,282.14CR	0.0971	300,000.00CR	0.00	8,737.86
								0.1000		3.00
15000	Accounts Payable 15001	Reval AP		EUR	74,962.00CR	75,254.30CR	1.0000	75,254.30CR	0.00	0.00
15000	Accounts Payable 15001	Reval AP		USD	900,000.00CR	236,769.24CR	0.7960	222,222.21CR	0.7407	6,547.03
									3.75	
Deferred Revaluation Status										
					597,285.80CR	597,476.81CR		0.00	190.00	
Supplier/Cust Code										
Supplier/Cust Code	Description	Date	Cur	TC Open Item	BC Open Item	Josh Rate	BC Open Item	Josh Rate	BC Debit	BC Credit
000100	100% Pure			72,197.30CR		72,197.30CR			0.00	0.00
2007	SHW000000001	06/21/2007	EUR	15,053.80 CR	15,053.80CR	1.0000	15,053.80CR	1.0000	0.00	0.00
2007	SHW000000003	06/21/2007	EUR	10,733.30 CR	10,733.30CR	1.0000	10,733.30CR	1.0000	0.00	0.00

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP		Budgeting	Governance, Risk and Compliance	
	Consolidations	Allocations	Financial Shared Services		Credit Management	Tax Management	
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management	Cost Management	

QAD Proprietary

2008-EF-QAD-150

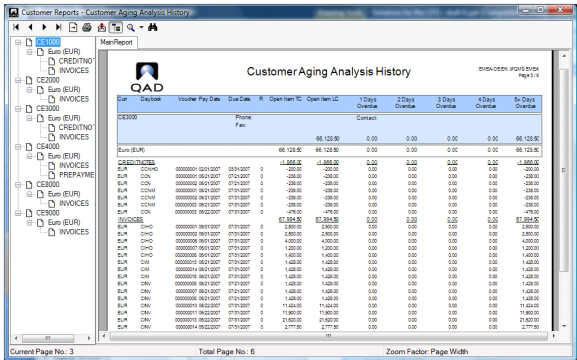
QAD Multiple Currency


Our Passion. Your Advantage.

QAD Accounts Receivable

- ▲ Flexible aging reports
- ▲ Supports Self Billing
- ▲ Retro Billing allows price changes on items after items shipped and invoiced (Automotive)
- ▲ Sharing of customers and credit limits between business units
- ▲ Automatic netting of invoices and credit notes
- ▲ Netting between customers and suppliers
- ▲ Write-offs and open item adjustments
- ▲ Dunning letters automatically generated
- ▲ Customer activity dashboard

Full control on the total process between billing and collecting



Enterprise Financials	Financial Analytics		Management Reporting		Multi-GAAP		Budgeting		Governance, Risk and Compliance	
	Consolidations		Allocations		Financial Shared Services		Credit Management		Tax Management	
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management	Cost Management				

QAD Proprietary
2008-EF-QAD-160

QAD Accounts Receivable



QAD Accounts Payable

- ▶ Variances are generated based on 3-way match of PO, receipt and invoice
- ▶ Flexible matching and approval process
- ▶ Automate process of entering and approving supplier invoices with Scan daemon, document management and workflow routing
- ▶ Evaluated Receipts Settlement (ERS) eliminates the need to enter supplier invoices
- ▶ Netting between customers and suppliers
- ▶ Write-offs and open item adjustments
- ▶ Supplier activity dashboard

Streamline the process from purchase order to supplier payments

Enterprise Financials	Financial Analytics		Management Reporting		Multi-GAAP		Budgeting		Governance, Risk and Compliance	
	Consolidations		Allocations		Financial Shared Services		Credit Management		Tax Management	
	General Ledger		Multi Currency		Accounts Receivable		Accounts Payable		Banking / Cash Management	
									Cost Management	

QAD Proprietary

2008-EF-QAD-170

QAD Accounts Payable

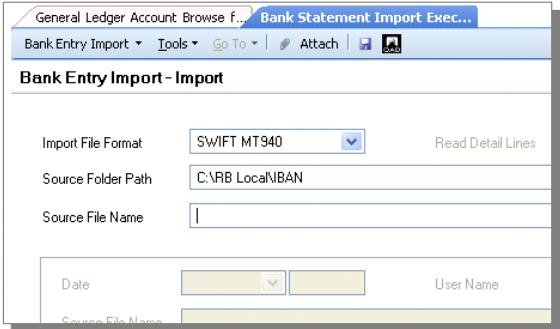


Our Passion. Your Advantage.

QAD Banking/Cash Management

- ▲ Powerful cash flow projection reporting
- ▲ Electronic import of bank statements
- ▲ Supports US Lockbox processing
- ▲ Extensive support for automated payments, including drafts and direct debit
- ▲ Support for local payment and file formats using QAD Internationalization
- ▲ Flexible mapping of payment formats using EDI eCommerce
- ▲ Petty cash handling
- ▲ Bank account validation according to local formats including IBAN

Automatic monitoring of cash flows to quickly make key decisions based on the cash position of the business



The screenshot shows the 'Bank Entry Import - Import' window. It includes a menu bar with 'Bank Entry Import', 'Tools', 'Go To', 'Attach', and a user icon. The main area has fields for 'Import File Format' (set to 'SWIFT MT940'), 'Source Folder Path' (set to 'C:\RB Local\NBAN'), and 'Source File Name'. There are also fields for 'Date' and 'User Name'. A 'Read Detail Lines' button is visible.

Enterprise Financials	Financial Analytics	Management Reporting	Multi-GAAP	Budgeting	Governance, Risk and Compliance
	Consolidations	Allocations	Financial Shared Services	Credit Management	Tax Management
	General Ledger	Multi Currency	Accounts Receivable	Accounts Payable	Banking / Cash Management
					Cost Management

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2008-EF-QAD-180

QAD Banking/Cash Management



QAD Cost Management

- ▲ Supplements standard costing model to allow actual cost analysis
- ▲ Powerful tools to model and implement cost changes to standard costs
- ▲ Set up cost structures as required for the corporation or make them unique by plant by utilizing unlimited cost sets, multiple costing methods and cost elements
- ▲ Support for periodic valuation using average or FIFO

Accurately costs parts and track variances to standards based on flexible cost components

Item Cost Maintenance

ITEM: 30-10000-001 GO_TO - ACTIONS -

Item Number: 30-10000-001		Description: Wheel - 26 - Narrow 2	
Unit of Measure: EA		High Tension-Extra Light	
Totals			
Totals:	8.50	41.58	50.08
GL Cost Data (GL Cost Source Site: EMEA-NLS / Set: Standard)			
Element	This Level	Lower Level	Total
Material	0.00	37.80	37.80
Labor	6.80	0.00	6.80
Burden	1.70	0.00	1.70
Overhead	0.00	3.78	3.78
Subcontr	0.00	0.00	0.00

Enterprise Financials	Financial Analytics		Management Reporting		Multi-GAAP		Budgeting		Governance, Risk and Compliance	
	Consolidations		Allocations		Financial Shared Services		Credit Management		Tax Management	
	General Ledger		Multi Currency		Accounts Receivable		Accounts Payable		Banking / Cash Management	
										Cost Management

QAD Proprietary

2008-EF-QAD-190

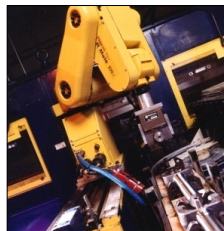
QAD Cost Management



QAD Fixed Assets

- ▲ Multiple and user defined depreciation methods
- ▲ Ability to split and combine assets
- ▲ Support transfers and retirements
- ▲ Multiple concurrent depreciations to support different GAAP requirements
- ▲ Helps in supporting regulations such as Sarbanes-Oxley

Accurately manage and track fixed assets throughout their lifecycle: from asset acquisition to disposal



Enterprise
Financials

Fixed Assets

Internationalization

Enhanced Controls

Vertex Sales
and Use Tax Interface

Logistics Accounting

QAD Proprietary

2008-EF-QAD-200

QAD Fixed Assets



QAD Internationalization

- ▲ Support common local legal business practices across the world
- ▲ Support local languages
- ▲ Standardized solution as opposed to unique solution for each country
 - ▲ Single code base: easier development of core model
 - ▲ Support Shared Services from a single system
- ▲ Keep up to date with new and changing local requirements

Run QAD across the globe



Enterprise
Financials

Fixed Assets

Internationalization

Enhanced Controls

Vertex Sales
and Use Tax Interface

Logistics Accounting

QAD Proprietary

2008-EF-QAD-210

QAD Internationalization



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QAD Enhanced Controls

- Enhanced Audit Trails
 - Have full audit trail capability for data changes
 - Tracks who made a change, when the change was made what are the prior and new value
- Supports the requirements of the FDA's 21 CFR pt 11 regulations for the Medical Vertical

Track changes and help with FDA Part 11 and Sarbanes-Oxley compliance

Last Modified User	Last Modified Date	Last Modified Time
QAD	24/01/2008	17:10:34
QAD	24/01/2008	17:10:37
QAD	24/01/2008	17:10:39
QAD	24/01/2008	17:10:39
QAD	24/01/2008	17:10:40
QAD	24/01/2008	17:10:40
QAD	24/01/2008	17:10:40
QAD	24/01/2008	17:10:41
mfg	31/08/2007	06:25:58
mfg	31/08/2007	06:25:06
mfg	31/08/2007	05:39:04
mfg	31/08/2007	06:25:11
mfg	31/08/2007	06:25:16
mfg	31/08/2007	06:25:21
mfg	31/08/2007	06:25:22
mfg	31/08/2007	06:25:22

Enterprise Financials

Fixed Assets

Internationalization

Enhanced Controls

Vertex Sales and Use Tax Interface

Logistics Accounting

QAD Proprietary

2008-EF-QAD-220

QAD Enhanced Controls



QAD Vertex Sales and Use Tax Interface

- ▲ API between Vertex Sales Tax Q Series® and QAD Enterprise Applications
- ▲ Allows Vertex to calculate US and Canadian Sales taxes for QAD Enterprise Applications
- ▲ Vertex Sales Tax Q Series® contains sales and use tax rates for every taxing jurisdiction in the US and Canada (over 7,000 locations), plus placeholders for more than 60,000 potential taxing jurisdictions
- ▲ Prevent inaccurate customer billings and supplier purchases and related issues
- ▲ Significantly reduce time spent on preparing tax returns

Reduce sales and use tax audit exposure and liability

Eliminate unproductive and repetitive sales and use tax rate and regulatory research



Enterprise
Financials

Fixed Assets

Internationalization

Enhanced Controls

Vertex Sales
and Use Tax Interface

Logistics Accounting

QAD Proprietary

2008-EF-QAD-230

QAD Vertex Sales and Use Tax Interface



QAD Logistics Accounting

- ▲ Ensure accurate payments to carriers by matching freight accruals with invoices
- ▲ Allows deferred costs such as freight and shipping charges to be accommodated in standard costs and variances to be tracked
- ▲ Freight charges interfaced from QAD Transportation Management System (TMS)

Improves visibility and control of costs and payments for transportation



Enterprise
Financials

Fixed Assets

Internationalization

Enhanced Controls

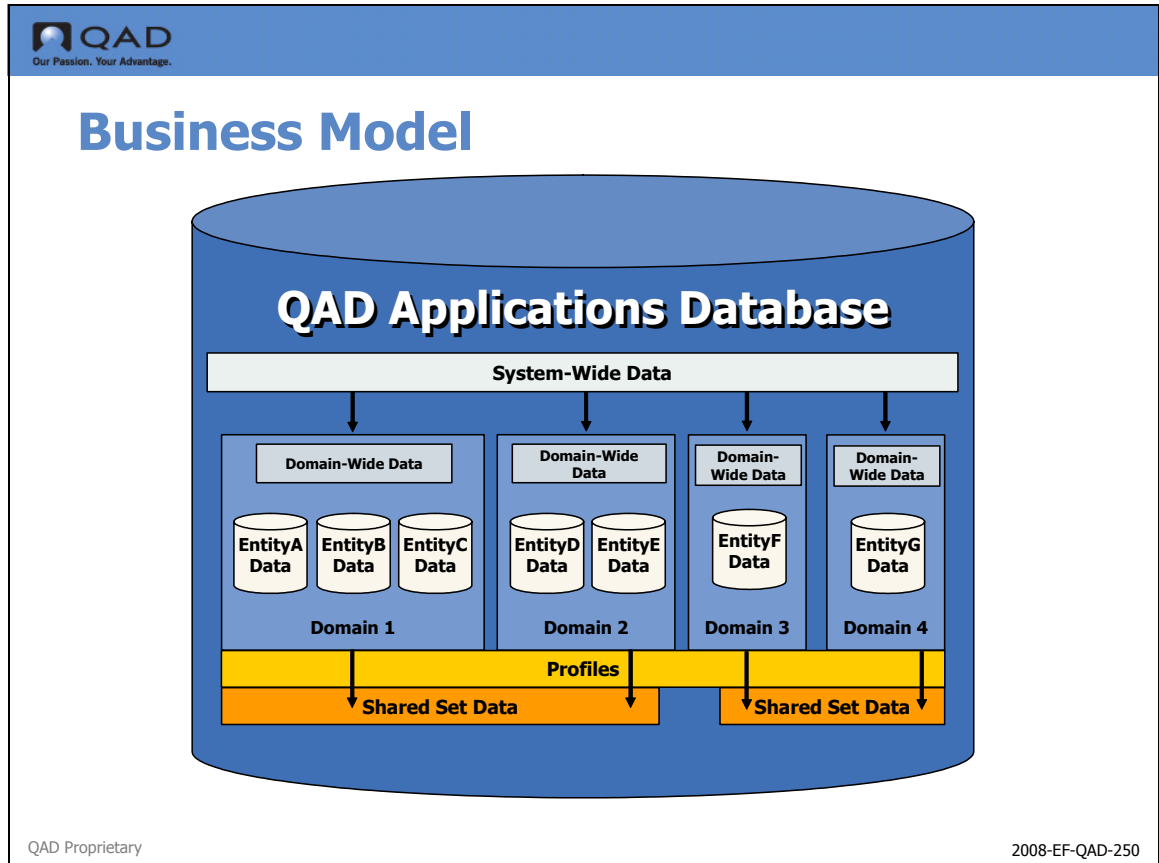
Vertex Sales
and Use Tax Interface

Logistics Accounting

QAD Proprietary

2008-EF-QAD-240

QAD Logistics Accounting



Business Model



Four Levels of Data

▲ System wide

- Country codes, currencies, management currency, tax zones, ...

▲ Shared sets

- GL accounts, sub-accounts, cost centers, projects, suppliers, customers, daybooks, exchange rates.

▲ Domain

- Base currency, GL calendar, combination of shared sets, ...

▲ Entity

- Transactions, own bank account number, ...

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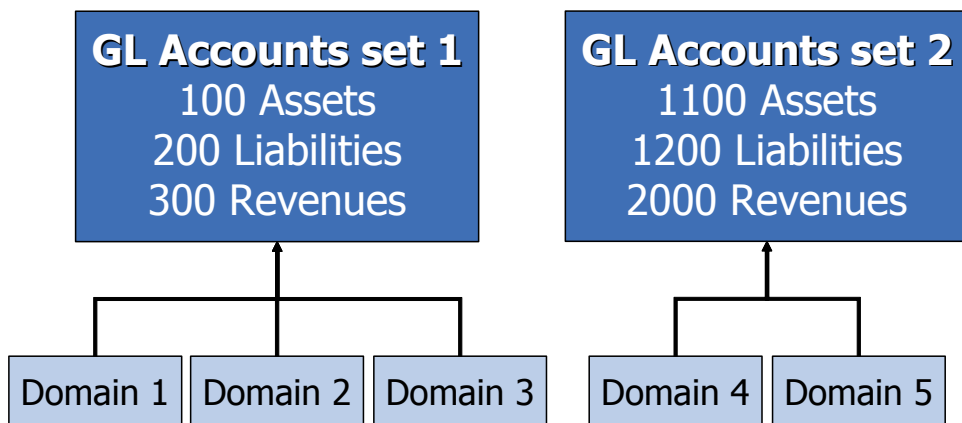
2008-EF-QAD-260

Four Levels of Data



Shared Sets

- ▲ An entity points to a Shared Set. Multiple domains can use the same Shared Set.



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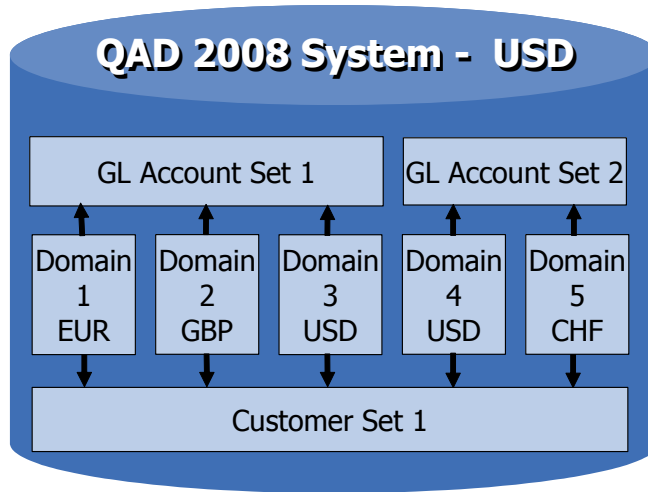
2008-EF-QAD-270

Shared Sets



Shared Sets

- ▲ Example: a customer refers to an AR account
- ▲ What if the same customer set is used by domains that point to different GL account sets?



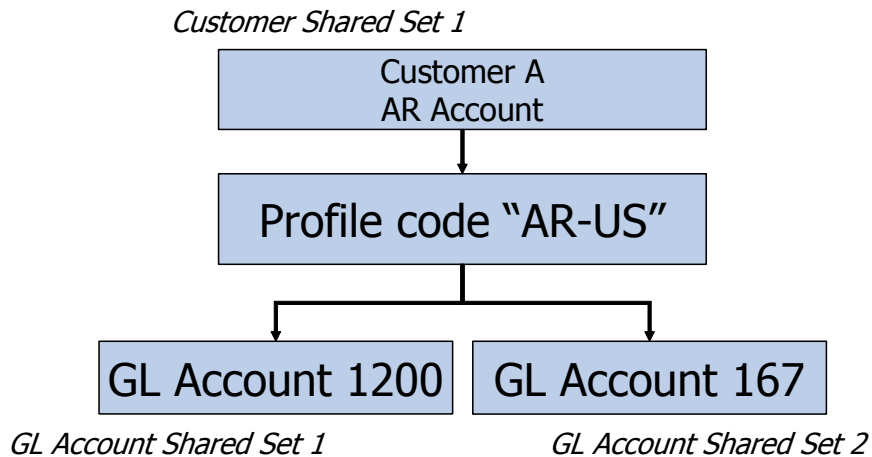
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Profile

- ▲ A profile links a record in one shared set to a record in another shared set



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2008-EF-QAD-290

Profile



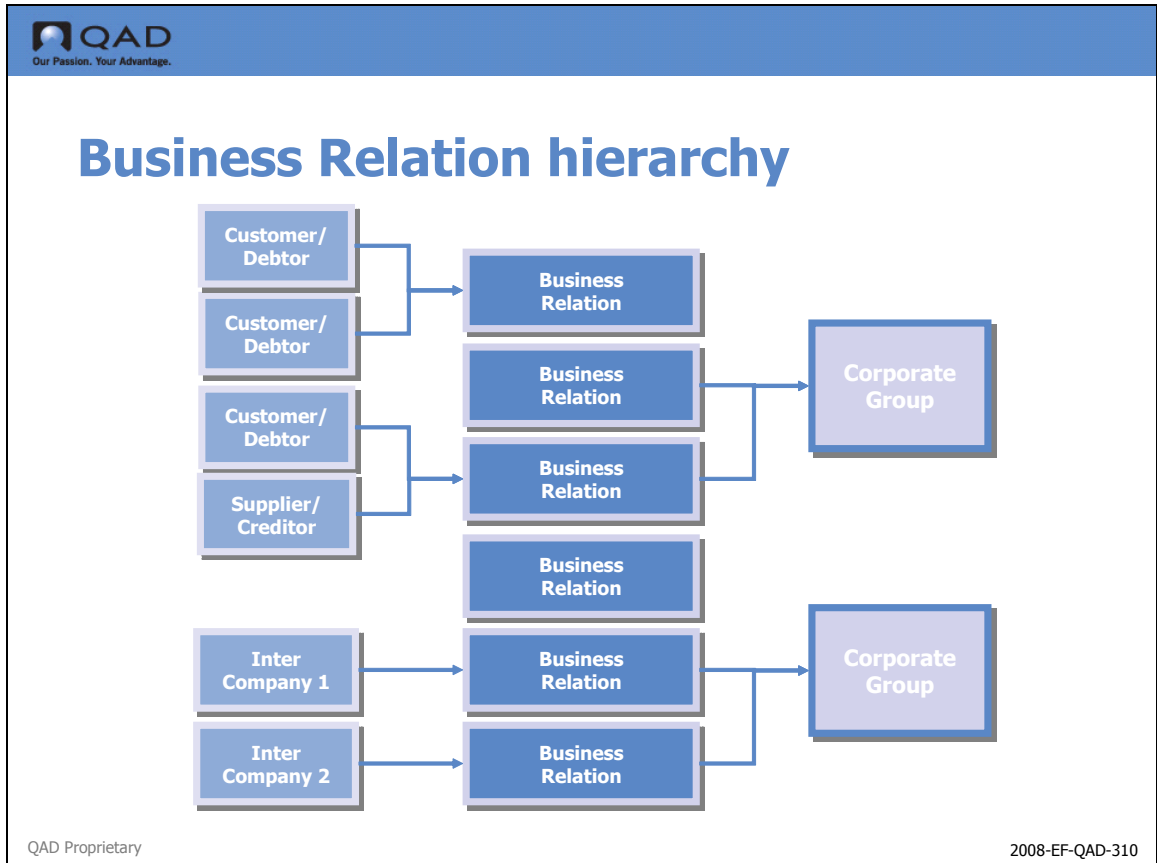
Business Relation

- ▲ Each customer / supplier / entity / employee is linked to a business relation code
- ▲ Defined at database or domain level
- ▲ Can be created on-the-fly when creating a new customer/supplier
- ▲ Business Relations have different address types:
 - Head office
 - Ship-to
 - Reminder
 - Remittance
 - Dock
 - End User

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2008-EF-QAD-300

Business Relation



Business Relation Hierarchy



Business Relation

- ▲ Combine multiple debtor/creditor positions
- ▲ Allows for AR/AP netting and inter-company transactions

Address Info | General | Defaults

Language Code:

Domain Restricted: ☐

Internal Entity: ☐

Intercompany Code:

Intercompany: ☐

Customer/Supplier: ☐

Compensation Allowed: ☐

Tax Report: ☐

Name Control:

Last Filing: ☐

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Accounting Layers

- ▲ Three + accounting layers:
 - Primary layer
 - For daily transaction posting
 - Secondary layer(s)
 - For adjustments (GAAP/IFRS compliance, or management reporting adjustments)
 - Transient layer(s)
 - for temporary postings e.g. for what-if simulations, or before approval

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Accounting Layers



Accounting Layers

- ▲ Daybooks refer to layers
- ▲ GL entries can be moved from layers by changing the daybook
 - Use Mass Layer Transfer modify transactions in batch
- ▲ In reporting, multiple layers can be selected

Layer Code	Description	Type
MANAGEMENTLayer	MANAGEMENTLayer	Management
MGTLayer_CANADA	GAAP Layer for Canada Reporting	Management
OFFICIALLayer	OFFICIALLayer	Official
Trans1	RVD trans 1	Transient
trans2	RVD transient 2	Transient
trans3	RVD transient 3	Transient
TRANSIENTLayer	TRANSIENTLayer	Transient



Daybooks

- ▲ Play an important role in QAD 2008
- ▲ Are mandatory (multiple daybooks are possible):
 - Can default if using only a single daybook by type
- ▲ Document numbering by daybook
 - AR documents and associated GL entries have the same daybook reference number
 - Each daybook has its own sequential numbering
- ▲ Are linked to one particular layer
 - If multiple layers, daybooks are required by layer
- ▲ Controlled by Financials, Operational, or External

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Daybooks


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GL Account Create

Account	0021SDVA	Referenced	☒	
Description	SD VARIANCE ACCOUNT 21	In Posting	☐	
GL Type	Standard Account	System Type		
Active	☒	Budget Group		
		Budget Enabled	☒	Category EXPENSE

Posting Currency Analysis Report Link Banking Cash Defaults

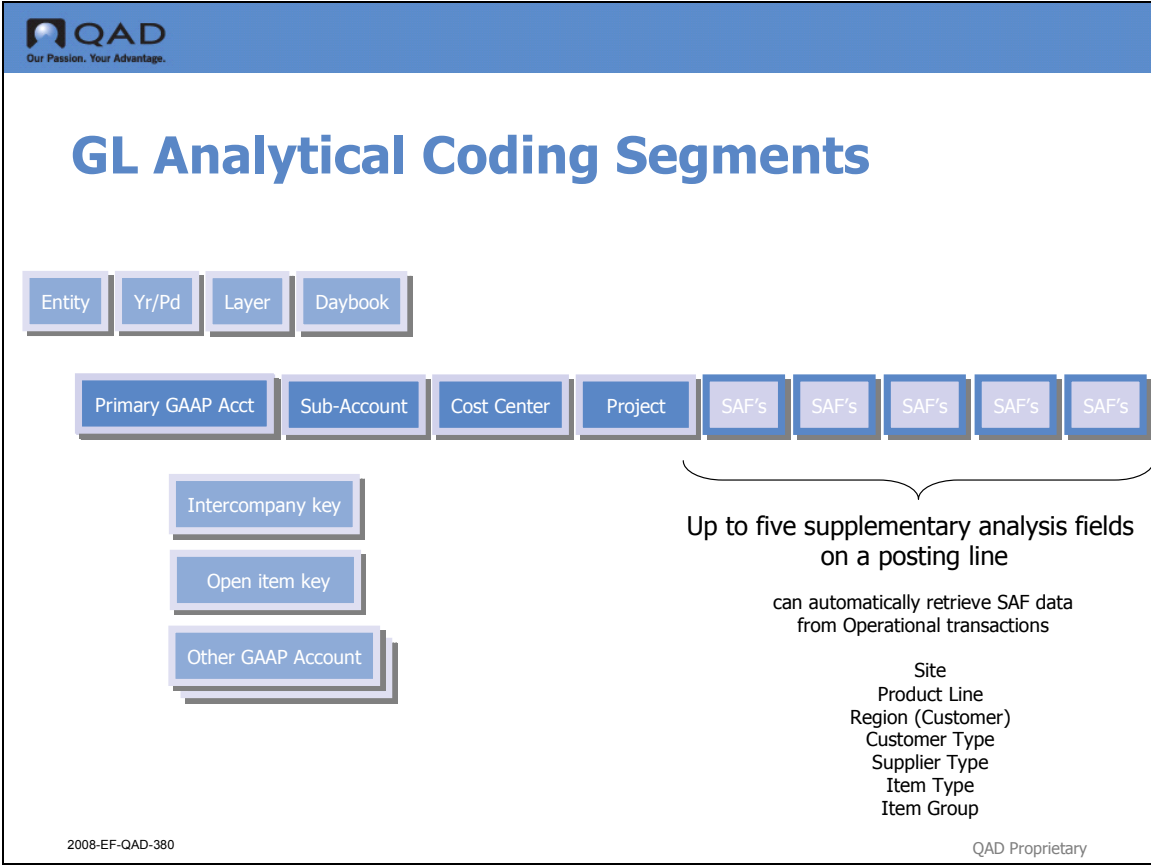
Analysis Type	SAF	Analysis Limitation	None
Default Cost Center		Default Project	
SAF Structure Code	ProdLine Struct		
Sub-Account	☒	Default Sub-Account	0001-Domain1-S
GL Analysis Set On Date		GL Analysis Set on by	
GL Sub-Account Set On Date	06/07/2007	GL Sub-Account Set on by	

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GL Account Create

- GL Type
- Posting Control
- Analysis



GL Analytical Coding Segments



Additional Coding Dimensions in GL

- ▲ SAF: Supplementary Analysis Fields
- ▲ Additional information that can be linked to GL transactions for specific account, sub-account, cost center and project combinations
- ▲ Automatic defaulting

SAF Structures Consisting of multiple SAF Concepts



Journal Entry - Edit - Documents - Tools - Go to - Help

Accounting Year: 2005 12 Posting Date: 23-12-2005

Journal Code: JE 31 Layer Type: Official

Description: XK 220 Dec 23 Template Code:

G/L Code	Description	Curr	Del
700010	XK 220 Dec 23	EUR	
Division			
BI			
SAF Concept		SAF Code	
Sales Markets		B/OTH	
Product Groups		C/Glob	

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2008-EF-QAD-390

Additional Coding Dimensions in GL



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Dual Base Currency

- Transaction amounts always stored in
 - transaction currency
 - base currency **and**
 - company management currency

Sample Customer Invoice

In GBP (transaction)

In EUR (base)

In USD (management)

Type	Inv Date	Da	Voucher	Business Relation Code	tc Balance	Cu	Due Date	lc Balance	cc Balance	SubAcc.
Invoice	13-06-06	DI	000000001	Essent	1,231.00	GBP	23-06-06	2,080.00	0.00	

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2008-EF-QAD-400

Dual Base Currency



Definitions

- ▲ **Transaction currency:**
The functional currency of the transaction that is recorded.
- ▲ **Base currency:**
The functional currency of the entity in which the transaction is recorded.
- ▲ **Management currency:**
The currency used for corporate management reporting

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Definitions: Transaction, Base & Management Currency



Example

▲ A German company:

- Keeps its accounting records in EUR
- Reports to a mother company in the US that keeps its accounting records in USD
- Receives a supplier invoice from a UK supplier in GBP

Transaction currency = GBP

Base currency = EUR

Management currency = USD

Example

CHAPTER 3

A/R Processing



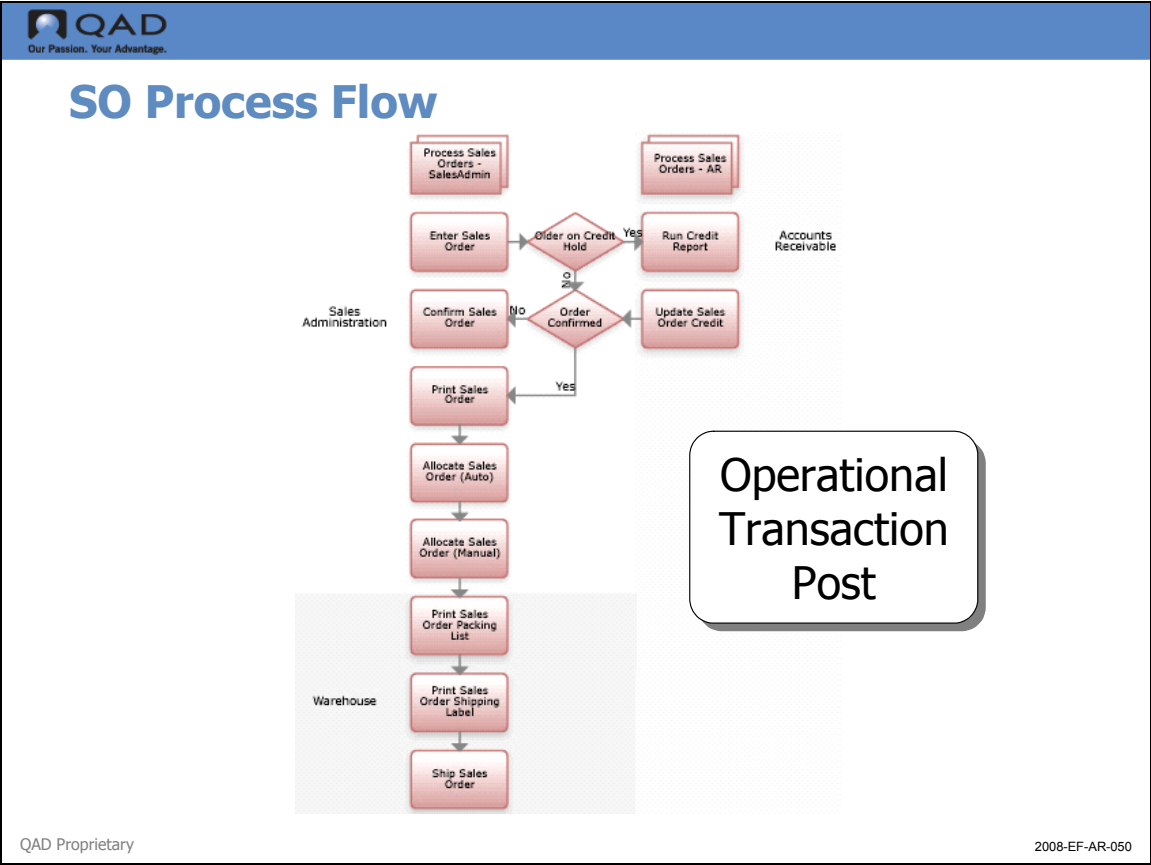
OVERVIEW

- ▲ Quick demo
- ▲ Functional overview
 - SO process
 - Invoicing process & highlights
 - A/R Payment Process & Instruments
- ▲ Hands-on exercise

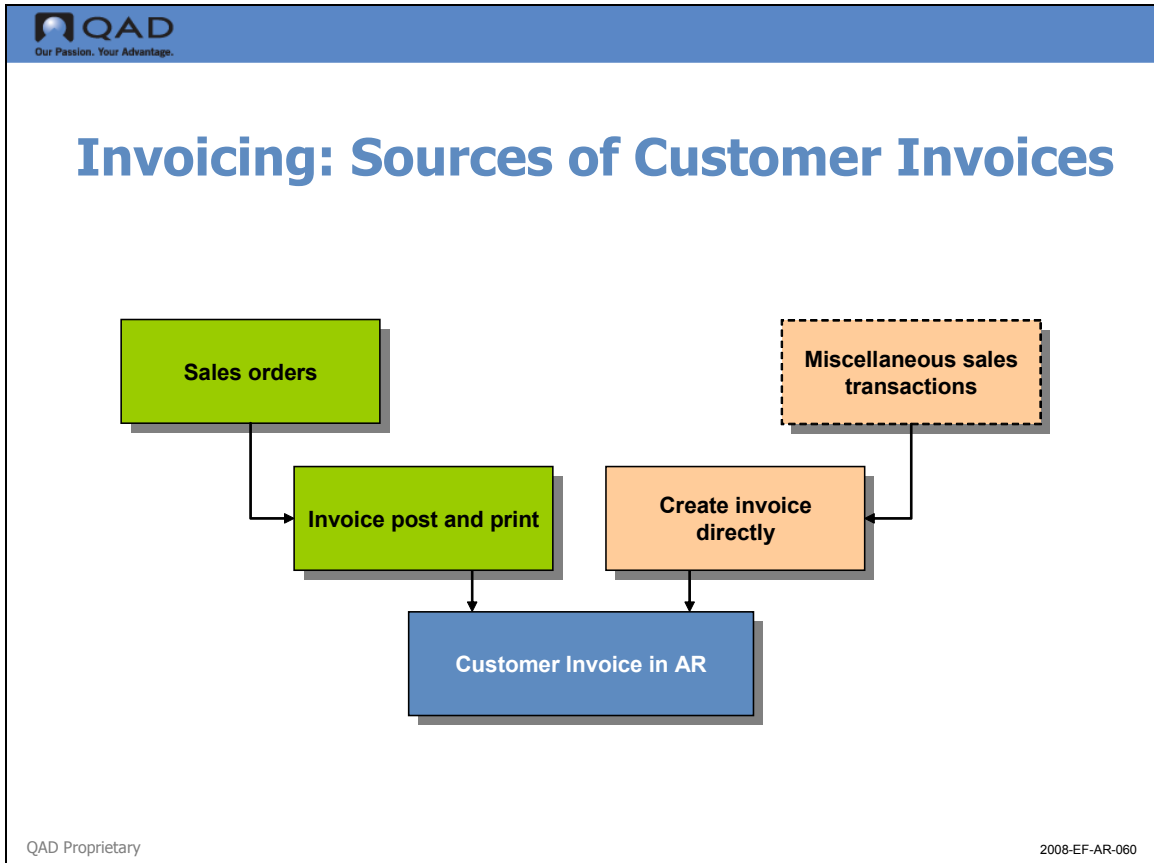
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2008-EF-AR-020

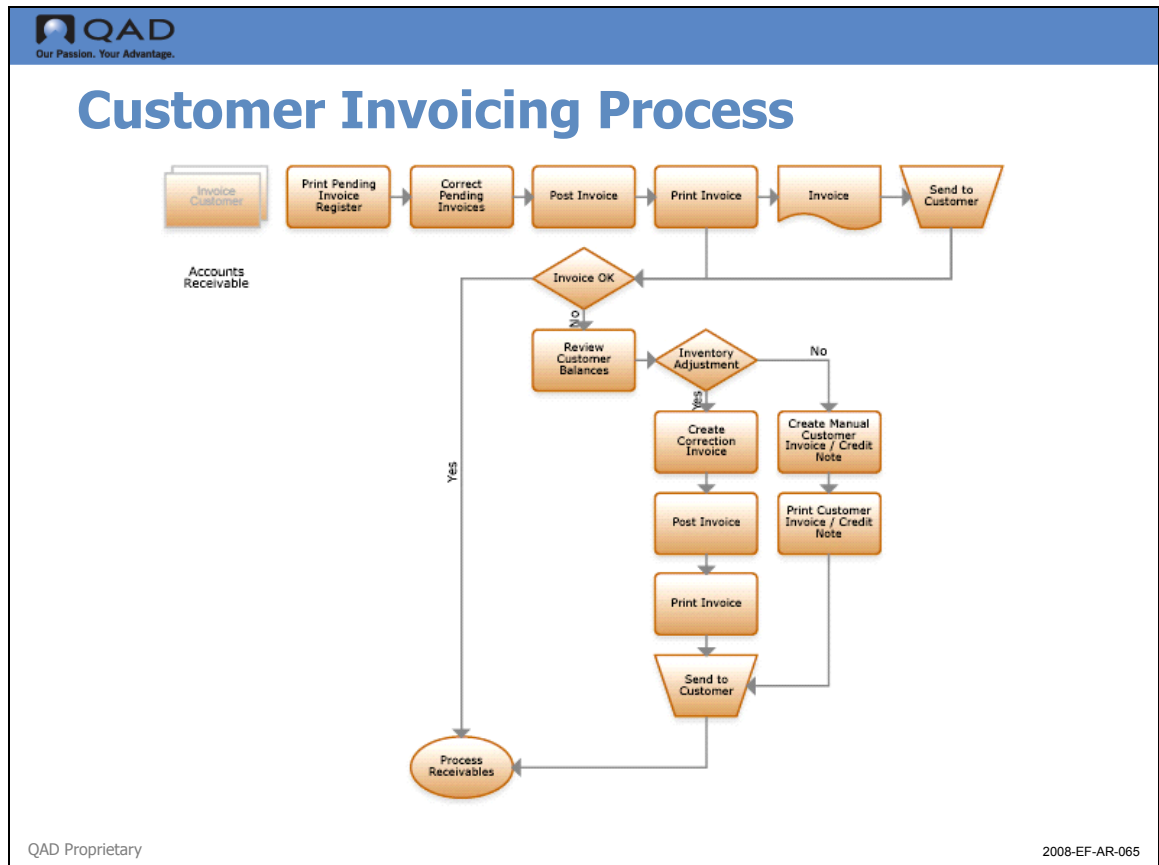
Overview



SO Process Flow



Invoicing Process & Highlights



Invoicing Process



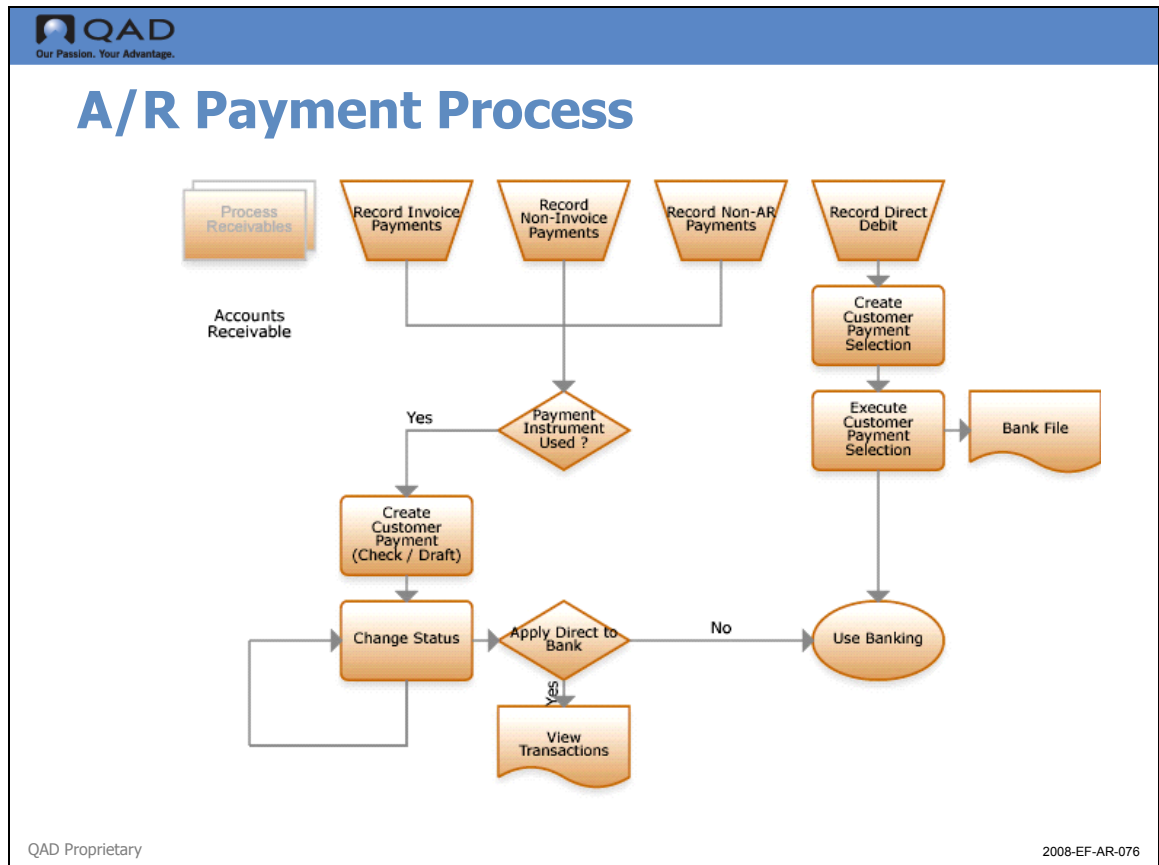
Invoicing - Highlights

- ▲ Invoice numbers generated using daybooks
 - Daybook set functionality supports separate numbering by site
 - Separate daybooks needed for SO based invoices and those created directly in financials
 - No longer possible to manually enter invoice # on sales orders
- ▲ Invoice post and print combined
 - Only posted invoices can be printed
 - Reprinting possible (Invoice print or reprint)
 - Preview invoice print possible
- ▲ Correction invoices
 - Keep relationship with original invoice
 - All relevant detail automatically copied to the new sales order
 - Ship correction order to process return
- ▲ Reports
 - Invoice History Report (7.13.8)
 - Sales Order Tracking Inquiry (7.13.10)
 - Correction Invoice Link Report (7.13.6)

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2008-EF-AR-070

Invoicing Highlights



A/R Payment Process



Customer Payment Instruments

- Checks
- Drafts
 - Initiated by customer
 - Initiated by supplier
- Direct Debit
- Promissory notes
- Summary statements
- Transfer
- Cash

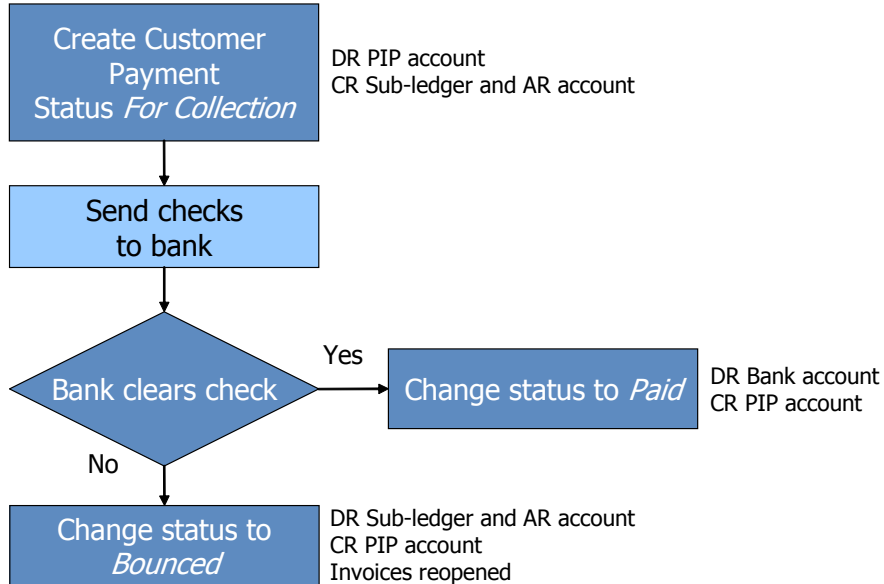
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2008-EF-AR-071

Customer Payment Instruments



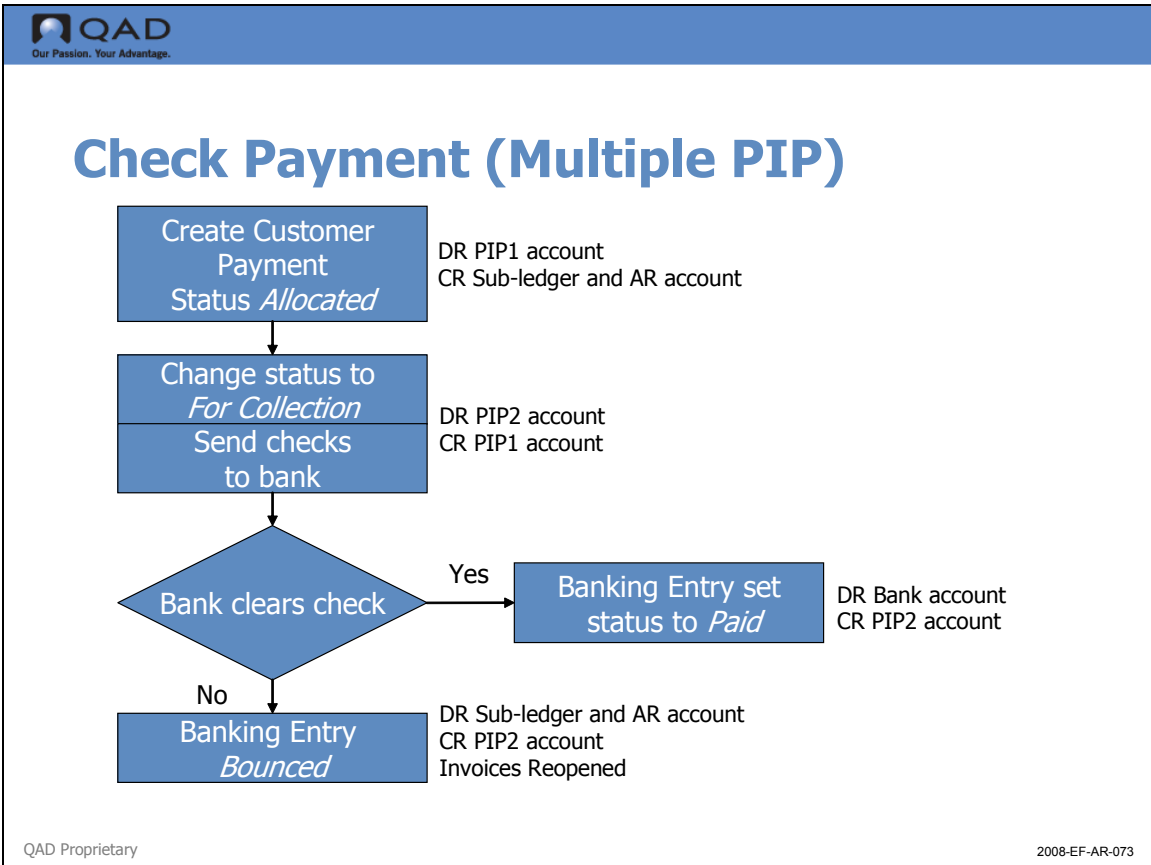
Check Payment (Short Flow)



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2008-EF-AR-072

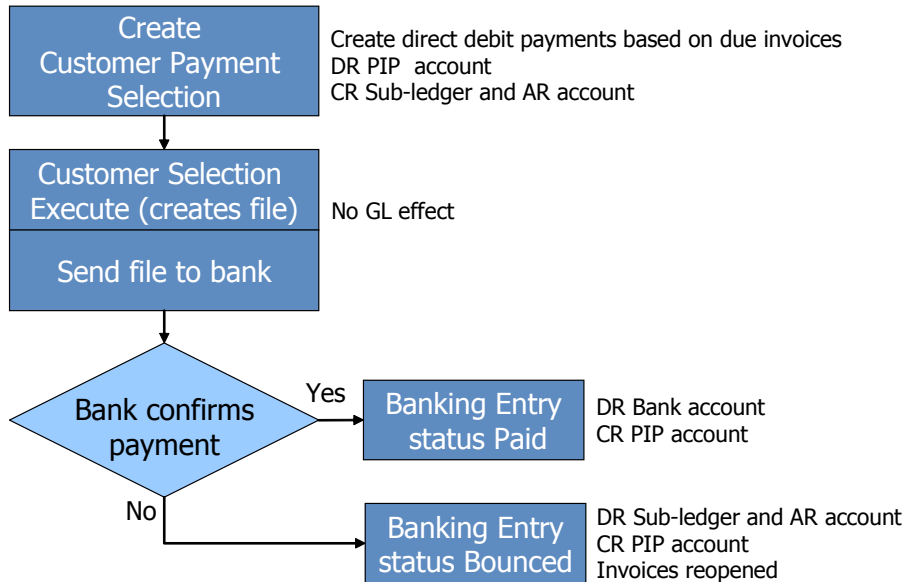
Check Payment (Short Flow)



Check Payment (Multiple PIP)



Direct Debit



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2008-EF-AR-074

Direct Debit



Other Payment Instruments

- ▲ Drafts initiated by supplier or customer
 - Similar to checks
- ▲ Promissory notes/Summary statements
 - Similar to checks
- ▲ Cash and transfer
 - Processed directly in Bank/Cash entry

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2008-EF-AR-075

Other Payment Instruments

Exercise: A/R Processing

In this exercise, you will learn to create a Sales Order, Ship it, and create, post and pay customer invoices based on sales orders.

Use the following data throughout the exercise where it does not default.

Entity :	US-WEST
Sub-account :	ELEC
Cost Center :	Default or ADM
Intercompany :	US-WEST
Site :	US-W-S
Location :	30
Output :	PAGE
All other fields :	Choose any from the drop-down list when necessary

Use *Sales Order Maintenance, 7.1.1* to Create a sales order.

Customer : CU1500

Press Next until you get to the sales order line.

Line 1:

Item : 80-10000-001

Quantity : 20

Unit price :5 00

Press Next to confirm. Press End Lines. Press Trailer. Press Next twice to save and quit.

Use *Sales Order Shipments, 7.9.15* to ship all 20 units of the sales order you just created.

Enter the sales order number. Press Next.

Enter Line 1. Press Next.

Enter Quantity: 10 Press Next, and End.

Display sales order lines being shipped? Yes

If everything is correct, confirm by pressing Yes.

Review trailer. If everything is correct, press Next twice to confirm.

Use *Operational Transaction Post, 25.13.7* to post the sales order shipment. Restrict selection to sales order shipment transactions by entering daybook ISS-SO (in the daybook From and To fields).

Output : PAGE

Use *Journal Entry View, 25.13.13* to review the posting. Select SOSHIP transactions only.

Use *Pending Invoice Register, 7.13.2* to take a look at

Enter the sales order number in the From and To fields.

Use *Invoice Post and Print, 7.13.4* to post and print the customer invoice.

Enter the sales order number in the From and To fields. Press Next.

A new window opens. Review the posting details.

Then return to the first window (close the posting details window). Press Next to print your invoice. A new window opens with your invoice.

Note the invoice number for later: _____

Use *Customer Invoice View, 27.1.13* to take a look at the customer invoice.

Click on the business relation's name to drill down to your invoice. Double-click your invoice to view the details.

Use the following reports for both the SO shipment and the customer invoice:

GL Transaction Report, 25.15.1.1

GL Transactions Audit Log, 25.15.1.9

GL Transactions by Daybook, 25.15.1.4

Use *Customer Payment Create, 27.6.4.1* to record the invoice payment.

Customer :	CU1500
Amount :	Enter the full amount of the invoice you printed above.
Reference :	Enter a random check number
Status :	Paid

Click on Allocate. Verify the search criteria and click on Apply.

Select the invoice you created earlier.

Check the Full field on the invoice detail line for full amount application

Click OK

Use *Customer Activity Dashboard, 27.18.1*

Enter the customer code, review payment, or on the activity tab, select All to review closed items (paid invoices).

CHAPTER 4

Introduction to SAF Analysis



Overview

- ▲ SAF Highlights
- ▲ SAF Setup
- ▲ Scenario Example
- ▲ Hands-on Exercise

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2008-EF-SAF-020

Overview



Supplementary Analysis Fields - Highlights

- ▲ Usage
 - Next to sub-accounts, cost centers and project codes, SAFs provide the basis for **powerful** and **flexible** financial reporting and analysis.
- ▲ SAF structure
 - SAF concepts
 - Use SAF concepts to streamline SAF analysis
 - **Automatically** retrieve data from operational transactions
 - SAF codes
 - Define the analysis details
- ▲ Link SAF structure with GL account, cc, project

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2008-EF-SAF-030

Supplementary Analysis Fields (SAF) Highlights



SAF Setup Overview

- ▲ SAF structures : group of concepts
 - SAF concepts : what is to be captured
 - SAF codes : what are the valid values

- ▲ GL Ledger Account
 - Analysis Tab
 - Analysis Type = SAF
 - SAF Structure Code = e.g. Manufacturing, Travel...

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2008-EF-SAF-050

SAF Setup



Scenario example

1. Sales order & work order were created
2. Work order was received with variances
3. Operational Transaction Post
4. Review posting and SAF analysis
 - Journal Entry View

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2008-EF-SAF-070

Scenario Example



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Operational Transaction Post

EMEA

Executing 'Operational Transaction Post' creates the final postings in Financials.

Reference ID	Entered Date	Eff Date	Line	Account	Project	Entity	Description	Amount	Cur	Daybook
IC071023000001	10/25/07 1vh	10/23/07 10/23/07	1	30100-MECH		EMEA-NL	ISS-WO 400004	99.00	EUR	WOISS
			2	30000-MECH		EMEA-NL	ISS-WO 400004	-99.00	EUR	WOISS
								0.00	EUR	
IC071023000002	10/25/07 1vh	10/23/07 10/23/07	1	30100-MECH		EMEA-NL	ISS-WO 400004	19.80	EUR	WOISS
			2	30000-MECH		EMEA-NL	ISS-WO 400004	-19.80	EUR	WOISS
								0.00	EUR	
IC071023000003	10/25/07 1vh	10/23/07 10/23/07	1	30100-MECH		EMEA-NL	ISS-WO 400004	82.50	EUR	WOISS
			2	30000-MECH		EMEA-NL	ISS-WO 400004	-82.50	EUR	WOISS
								0.00	EUR	
IC071023000004	10/25/07 1vh	10/23/07 10/23/07	1	30100-MECH		EMEA-NL	ISS-WO 400004	214.50	EUR	WOISS
			2	30000-MECH		EMEA-NL	ISS-WO 400004	-214.50	EUR	WOISS
								0.00	EUR	
IC071023000005	10/25/07 1vh	10/23/07 10/23/07	1	30100-MECH		EMEA-NL	ISS-WO 400004	2.75	EUR	WOISS
			2	30000-MECH		EMEA-NL	ISS-WO 400004	-2.75	EUR	WOISS
								0.00	EUR	
IC071024000001	10/25/07 1vh	10/24/07 10/24/07	1	30000-MECH		EMEA-NL	RCT-WO 400004	500.80	EUR	WORCT
			2	30100-MECH		EMEA-NL	RCT-WO 400004	-500.80	EUR	WORCT
								0.00	EUR	
IC071025000001	10/25/07 1vh	10/25/07 10/25/07	1	60400-MECH		EMEA-NL	MATL-VAR 4000	2.75	EUR	WO-MVAR
			2	30100-MECH		EMEA-NL	MATL-VAR 4000	-2.75	EUR	WO-MVAR
								0.00	EUR	
W0071025000001	10/25/07 1vh	10/25/07 10/25/07	1	30100-MECH		EMEA-NL	WO-CLOSE 8	68.00	EUR	WOCLOSE
			2	61200-Mech		EMEA-NL	WO-CLOSE 8	-68.00	EUR	WOCLOSE
								0.00	EUR	
W0071025000002	10/25/07 1vh	10/25/07 10/25/07	1	30100-MECH		EMEA-NL	WO-CLOSE 8	17.00	EUR	WOCLOSE
			2	62200-Mech		EMEA-NL	WO-CLOSE 8	-17.00	EUR	WOCLOSE
								0.00	EUR	
End of Report								0.00	EUR	

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2008-EF-SAF-080

QAD
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Journal Entry Browse for View **Journal Entry - View**

Journal Entry Tools Go To Attach [Icons]

Journal Entry - View

Year: 2007 10 Posting Date: 10/23/2007

Daybook Code: WDISS 000000013 Layer Type: OFFICIAL Save As Template: ☐

Description: ISS-WD 400004 Template Code: Replacement: ☐

Original Posting Reference: Sequence Number: 000000000 Reversal: ☐

	GL Account	GL Description	Sub-Account Co	Cost Ce	Description	Trans Curr	BC Debit (EUR)	BC Credit (EUR)
+	30100	Inventory W/P	Mech		ISS-WD 40000	EUR	99.00	0.00
+	30000	Inventory	Mech		ISS-WD 40000	EUR	0.00	99.00

Transactions can be reviewed for example in 'Journal Entry View' Here zooming in on the individual transaction. Let's now drill down to review the details.

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GL Transactions SearchJournal Entry - View

Journal Entry - View

Year200710Posting Date10/25/2007

Daybook CodeWDMVAR000000003Layer TypeOFFICIALSave As Template

DescriptionMATL-VAR 400004Template CodeReplacement

Original Posting ReferenceSequence Number000000000Reversal

GL Account	GL Description	Sub-Account Co	Cost Ce	Description	Trans Curr	BC Debit (EUR)	BC Credit (EUR)
60400	Material Usage Var	Mech		MATL-VAR 40	EUR	2.75	0.00
Sub-Account Code							
Mech							
SAF Concept CodeSAF Code							
Item TypeSUBASSY							
Product LineSAM							
SiteEMEA-NLS							
GL Account	GL Description	Sub-Account Co	Cost Ce	Description	Trans Curr	BC Debit (EUR)	BC Credit (EUR)
30100	Inventory WIP	Mech		MATL-VAR 40	EUR	0.00	2.75
Sub-Account Code							
Mech							
SAF Concept CodeSAF Code							
Item TypeSUBASSY							
Product LineSAM							
SiteEMEA-NLS							

The SAF setup triggers the journal entry to carry additional information
Here we find the site, the product line and the item type that are at the origin of this variance.

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2008-EF-SAF-130

Exercise: SAF Setup

Use *SAF Concept Create*, 25.3.7.1.1

SAF Concept Code :	Travel Reason
Description :	Travel Reason;
Accept all other defaults :	Click 'Save.'

Use *SAF Code Create*, 25.3.7.2.1

SAF Code :	Training
SAF Description :	Training
SAF Concept Code :	Travel Reason
Accept all other defaults :	Click 'Save and Create'

SAF Code :	Consulting
SAF Description :	Consulting
SAF Concept Code :	Travel Reason
Accept all other defaults :	Click 'Save'

Use *GL Account Modify*, 25.3.13.2 to find account 7000, Travel Expense

Double click Travel Expense in the list to open it.

In the Analysis Tab, verify the following and change information if it does not match

Analysis Type :	SAF
SAF Structure Code :	Travel;
Accept all other defaults :	Click Save

CHAPTER 5

A/P Processing



Overview

- ▲ Quick process demo
- ▲ Functional overview
 - From Purchase Order to Payment – Process Flows
 - A/P Payment Instruments and Process Flows
- ▲ Hands-on exercise

QAD Proprietary

2008-EF-AP-030

Overview



A/P Processing Functional Overview

▲ Operational

- Purchase Order Maintenance
- Purchase Order Receipt

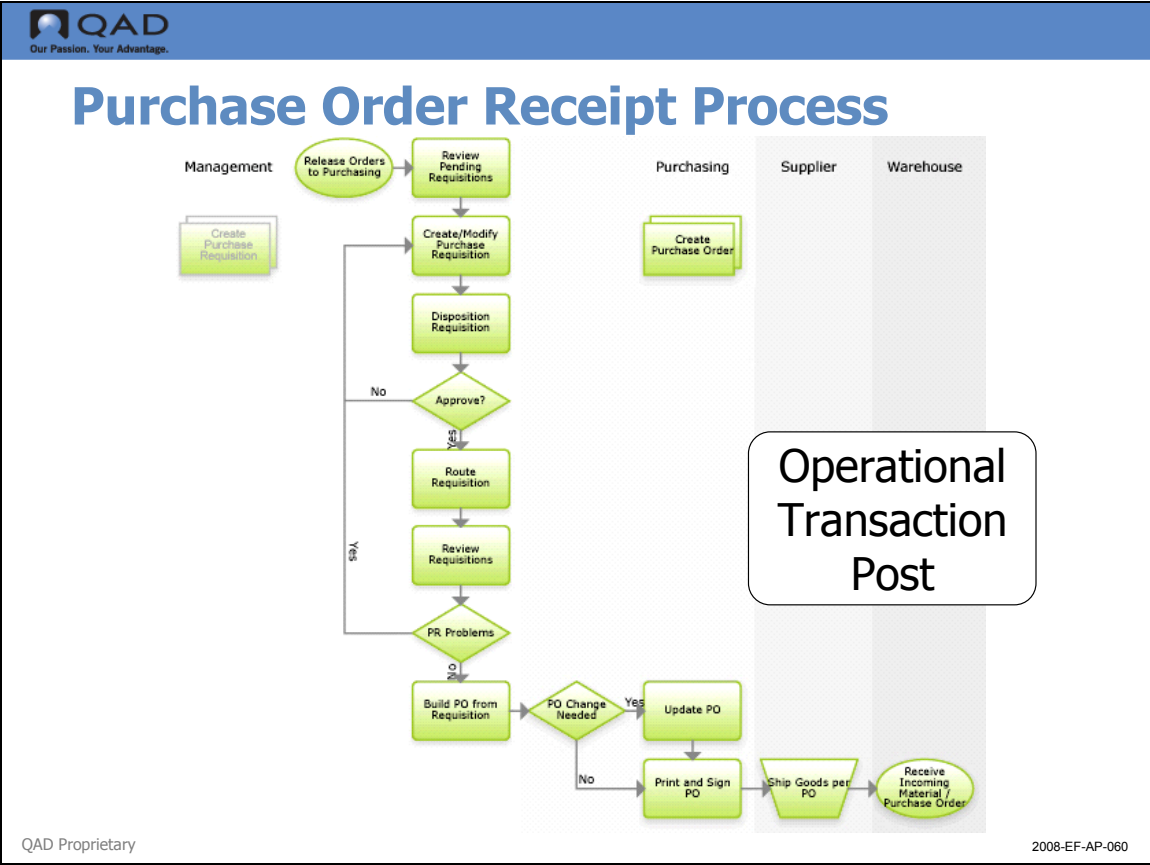
▲ Financial

- A/P Invoicing
 - Supplier Invoice Create
 - Receiver Matching
- A/P Payment
 - Supplier Payment Selection
 - Create
 - Register
 - Execute or Supplier Check Print
 - Banking Entry Create or Supplier Payment Status Change

QAD Proprietary

2008-EF-AP-050

A/P Process Functional Overview



Purchase Order Receipt Process



Supplier Invoicing

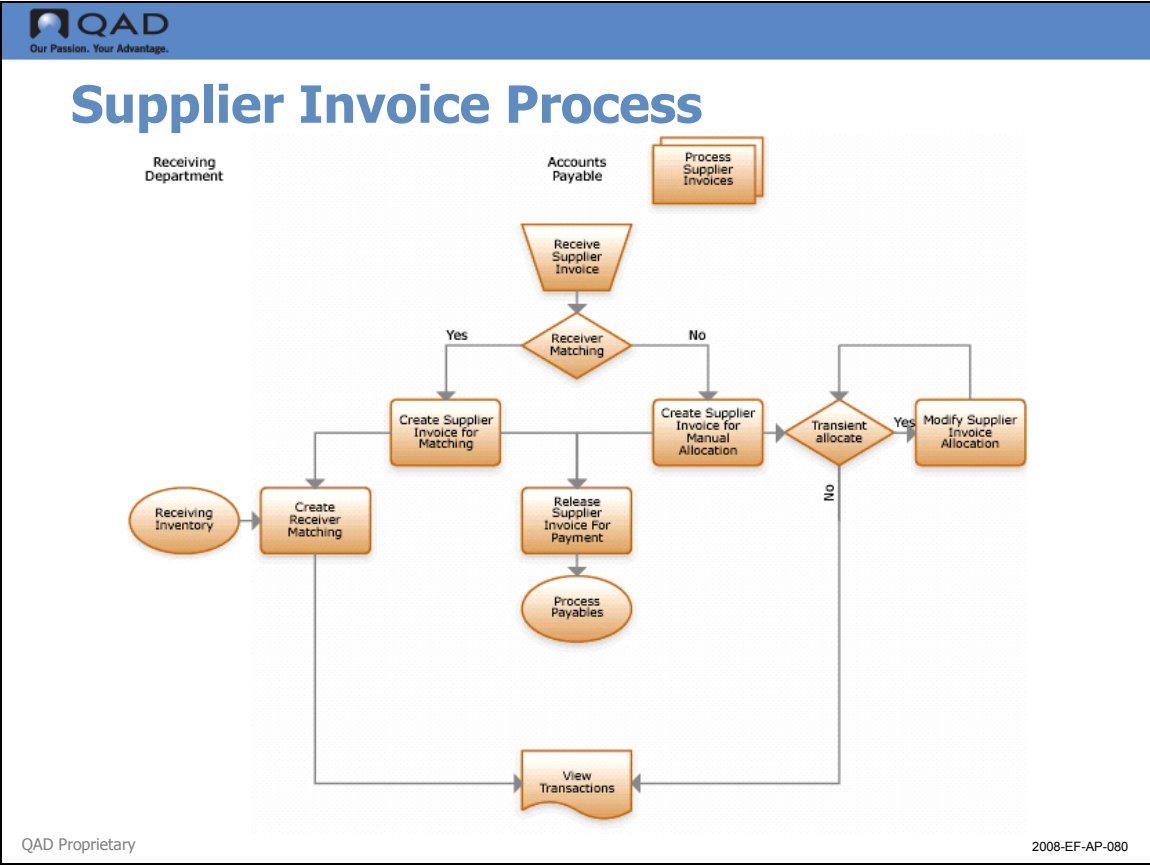
- ▲ Purchase Order Invoice (inventory or memo)
 - PO Receipt
 - Receiver Matching

- ▲ Expense Invoice (without PO)
 - No PO Receipt
 - Manual Allocation
 - Templates (optional)

QAD Proprietary

2008-EF-AP-070

Supplier Invoicing



Supplier Invoice Process



A/P Payment Instruments

- ▲ Electronic Transfer
 - Use Payment Selection Execute
 - Uses EDI for Payment format transformation
- ▲ Check Payment
 - Use Supplier Check Print
 - With or without PIP account (with PIP is recommended)
- ▲ Other Payment Instruments
 - Drafts, similar to checks
 - Paper transfers, similar to electronic transfer
 - Promissory notes/Summary statements, similar to checks
 - Cash, processed directly in Bank/Cash entry

QAD Proprietary

2008-EF-AP-090

A/P Payment Instruments

Exercise: A/P Processing

In this exercise, you will create a purchase order, receive it, create a supplier invoice and match it against the received purchase order. You will then create and print the payment for the supplier.

Use the following data throughout the exercise where it does not default.

Entity:	US-WEST
Sub-account :	ELEC
Cost Center :	Default or ADM
Intercompany :	US-WEST
Site :	US-W-S
Location :	30
Printer :	PAGE

All other fields: Choose any from the drop-down list

Use *Purchase Order Maintenance, 5.7* to create a Purchase Order

Purchase Order :	Press Enter. Note the number.
Supplier :	S07600

Press Enter until you get to the purchase order lines.

Ln (PO line 1) :	Press Enter
Site :	US-W-S
Quantity :	10 (then press Enter until you get to the Item Number)
Item Number :	
Qty ordered :	10
Unit Cost :	USD 1,000

Press Enter until you get to PO line 2. Then press End Lines, Trailer, and Enter/Next to save, until you get back to the entry screen.

Use *Purchase Order Receipts*, 5.13.1 to receive above order in full.

Enter the purchase order number created at step 1). Press enter until you get to the shipping line.

Ln 1

Quantity : 10

Press Enter, then Back.

Message "Display purchase order lines being received"; Click Yes, then Press Next

Message "Is all information correct" Click Yes, and Next to come back to the first screen. Quit.

Use *Operation Transactions Post*, 25.13.7 to post transactions. Limit posting to purchase order receipts to save time: enter daybook RCT-PO.

Use *Journal Entry View*, 25.13.1.3 to review the posted transaction. Use the filter fields to find it easily (daybook, posting date...)

Use *Supplier Invoice Create*, 28.1.1.1 to create an invoice for the received materials.

Supplier : S07600

Reference : INV-PO1 (this would be the reference of the invoice you would receive from your Supplier)

PO Number : Select from lookup

Daybook : SINV

Invoice Status Code : 000

TC Invoice Amount : 10,000

Click the Matching button. This opens a pop-up window. In that window, click the Apply button to display the open receivers for your purchase order. The amounts are automatically applied.

Click Save.

Use *Supplier Activity Dashboard, 28.18.1* to view the transactions for the supplier

Supplier Code : S07600

Double-click on supplier in the results pane to view the invoices.

Use *Supplier Payment Selection Create, 28.9.4.1* to prepare the invoice payment.

Code : Enter a random, unique selection code. 2008-001

Account : 1100 (the bank GL account number)

Click the Apply button. Review the checked invoices for payment. Only check the invoice you created above for Supplier S7600.

Use *Supplier Payment Selection Confirm, 28.9.4.5* to confirm your selection with.

Code : 2008-001

Double-click on the code to select. Click Confirm. Click Close.

Use *Supplier Check Print, 28.9.9.3* to print your check.

Bank Format : 12345678 US-CHECK (select from drop down)

Payment Selection : 2008-001 (select from drop down)

Print Type : Select from drop down

Start from number : 35001

Use *Supplier Activity Dashboard, 28.18.1* to review

Supplier Code : S07600

Double-click on the supplier in the results pane to review the activity.

CHAPTER 6

Reporting Overview



Overview

- ▲ Reporting features
- ▲ Customizations

2008-EF-BRO-

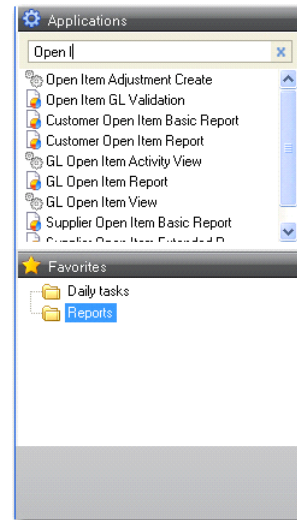
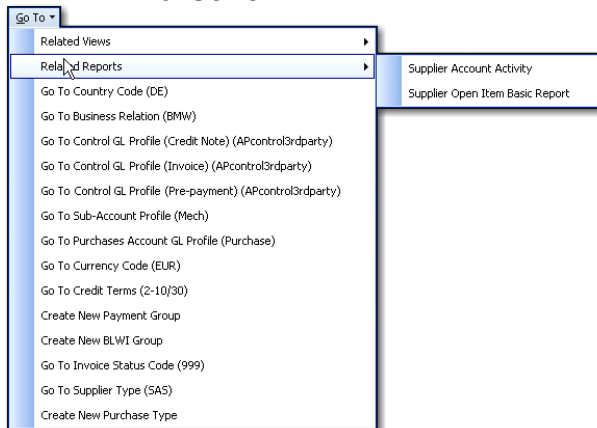
QAD Proprietary

Overview



Standard Reports

- ▲ Cover all areas of the QAD Enterprise Financials
- ▲ Extensive functionality in report creation & management
- ▲ Accessible
 - From the main menu
 - Via GoTo



2008-EF-BRO-030

QAD Proprietary

Reporting Features

Standard Reports



Our Passion. Your Advantage.

Standard Reports Selection

nb: relevant user defined fields are included

Execute now or schedule for later

SAF Code Trans Detail Report

Tools

Print

Preview

Variant

Report Variants

Filter

GL Period

GL Cal Year

Amounts in MC

All

All

All

All

Check if History is up to date

Entity

Currency

999 - SYSADM

CAN-01

CONS-EMEA

CONS-US

EMEA-DE

Sub-Account

GL

Active GL Account

Server Output Processing

Schedule...

Execute

Close

2008-EF-BRO-040

QAD Proprietary

Standard Reports Selection



Standard Reports Output

- ▲ View in new window
- ▲ Print, export, email

Cost Center Transaction Summary

Filter Values for this Report:

GL Period	GL Period	GL Period	GL Period	GL Period	GL Period
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6

Server Output Processing:

- ☐ To Printer
- ☒ To File
- ☐ E-Mail to Addresses
- ☐ E-Mail to Roles

Output Format: Adobe Acrobat (PDF)

COA Code	Description	Company	Opening	Period Activity	Closing	Cost	Period Activity	Unit	Period
Adm	Administration	0.00 DT	0.00 DT	16,010.00 DT	16,010.00 DT	EUR	16,010.00 DT	0.00	
4000	Travel Expenses	0.00 DT	0.00 DT	2,000.00 DT	2,000.00 DT	EUR	2,000.00 DT	HRS	0.00
Genrv	General Services	0.00 DT	0.00 DT	2,000.00 DT	2,000.00 DT	EUR	2,000.00 DT	HRS	0.00
4010	ICT Expenses	0.00 DT	0.00 DT	5,500.00 DT	5,500.00 DT	EUR	5,500.00 DT	HRS	0.00
Genrv	General Services	0.00 DT	0.00 DT	5,500.00 DT	5,500.00 DT	EUR	5,500.00 DT	HRS	0.00
4000	Research & Development	0.00 DT	0.00 DT	5,500.00 DT	5,500.00 DT	EUR	5,500.00 DT	HRS	0.00

2008-EF-BRO-050

QAD Proprietary

Standard Reports Output



Report Customization levels

- ▲ Usage
 - Filter fields management, report options, variants
 - Using QAD .Net UI
- ▲ Layout
 - Using Crystal reports designer
- ▲ Business Logic
 - Requires source code customization

2008-EF-BRO-060

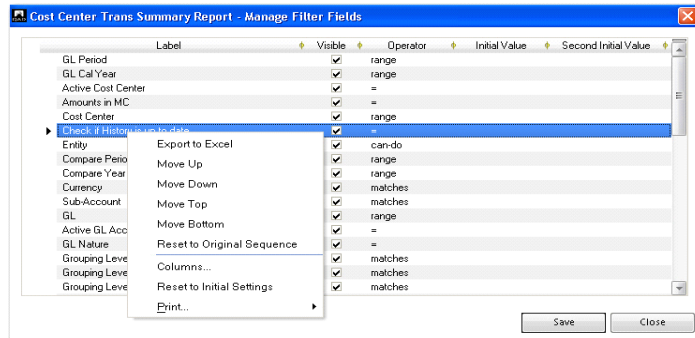
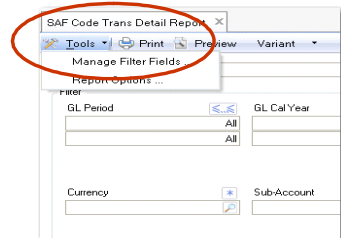
QAD Proprietary

Report Customization Levels



Usage Customization

- ▲ Use filter fields
 - Define how data is filtered
- ▲ Manage filter fields
 - Select from the list of available filter fields
 - Set the sequence of the fields on the UI
 - Set initial values



2008-EF-BRO-070

QAD Proprietary

Usage Customization



Usage Customization

- ▲ Report options
 - date format
 - language
 - numeric format
 - filter data on report y/n
 - alternate shading
 - user defined fields

SAF Code Trans Detail Report - Report Options

Language Code: 32
Date Format: mdy
Date Separator: /
Decimal Point: .
TC Number of Decimals: 2
Filter Print Mode: [dropdown]
Page Break Mode: [checkbox]
Use Alternate Shading: [checkbox]
Mail Subject: Result of Report SAF Code Transaction Detail
Mail Body: [text area]
Report File: B:\analytical\Report.SafOnlyTransDet.rpt

End User Field	End User Field Description	Resultset Field

Save Close

2008-EF-BRO-080

QAD Proprietary

Usage Customization



Report Variants

- ▲ Specific selection criteria can be stored
 - Available next time the report is started
 - Unlimited number of variants
 - Saved for personal usage or shared with other users

- ▲ All variants...
 - are based on the same data
 - use different filter criteria
 - can use a different report layout

2008-EF-BRO-090

QAD Proprietary

Report Variants



Our Passion. Your Advantage.

Report Variants

Cost Center Trans Summary R...

Tools | Print | Preview | Variant

Report Variants

Filter

Grouping Level 2

Cost Center

Grouping Level 7

All

SAF Code 1

SAF Concept 1

Subtotals

All

Grouping Level 3

GL

Grouping Level 8

All

SAF Code 2

SAF Concept 2

With Opening Balance

Grouping Level 4

All

Grouping Level 5

All

Server Output Processing

Save

Save As...

Cost Center Trans Summary Report - Save Variant As

Name

MyVariant

Description

Level

User

Role Name

Role

Company Dependent

System

User

Save

Close

2008-EF-BRO-100

QAD Proprietary

Report Variants



Layout customization (Crystal Report Designer)

- ▲ Associated with standard report or variant
- ▲ Crystal Report design skills required
- ▲ Examples :
 - Change sort order
 - Add / remove columns
 - Other business fields of the objects in the report
 - User-Defined Fields (UDF) of the objects in the report
 - Calculated fields
 - Add / remove break levels (subtotals)
 - Change fonts, logo, other graphics
 - ...

2008-EF-BRO-120

QAD Proprietary

Layout Customization



Report layout customization: example

- ▲ Report : Customer Statement of Account
- ▲ Scenario :
 - Make a UDF 'Transaction Type' available for a report
 - Edit layout
 - Data formatting : suppress leading zero's
 - Position address info
 - Add the UDF to layout
 - Add logo

2008-EF-BRO-130

QAD Proprietary

Report Layout Customization



BEFORE

Statement of Account

Date: 27/6/2007

ABC Company
150 JFK Parkway
07960 Morrisown
United States of America

Dutley Office
Waterford Business Park
Waterford West
JingMao Tower
D15 1LX Bilerley Hill
Belgium Badlands

Phone: 56922301
Fax: 56922302-3456
Email: jwo@qad.com

Dear Sir or Madam,

Your account now shows the following list of open items. If there are any discrepancies please inform us.

Yours faithfully

Mike Taylor
Credit Controller
56922301

Overdue	Voucher	Type	Creation Date	Due Date	Invoice Amt	Open Balance
Yes	2007/NOH-SAN-000000056	Prepayments	30/01/2007	03/05/2007	-2,713.00	-2,713.00
No	2007/QACOB1000000016	Invoices	26/09/2007	28/12/2007	4,000.00	4,000.00
Open Amount by Currency : EUR					1,287.00	1,287.00

Overdue	Voucher	Type	Creation Date	Due Date	Invoice Amt	Open Balance
Yes	2006/Par11000000189	Invoices	29/11/2006	02/03/2007	106.00	106.00
Yes	2006/Par11000000190	Invoices	30/11/2006	03/03/2007	106.00	106.00
Yes	2006/Par11000000194	Invoices	04/12/2006	07/03/2007	106.00	106.00
Yes	2006/Par11000000193	Invoices	04/12/2006	07/03/2007	106.00	106.00
Yes	2006/Par11000000191	Invoices	04/12/2006	07/03/2007	106.00	106.00
Yes	2006/Par11000000195	Invoices	05/12/2006	08/03/2007	106.00	106.00
Yes	2006/Par11000000196	Invoices	05/12/2006	08/03/2007	106.00	106.00
Yes	2006/Par11000000197	Invoices	05/12/2006	08/03/2007	106.00	106.00
Yes	2006/Par11000000199	Invoices	05/12/2006	08/03/2007	106.00	106.00
Yes	2006/Par11000000204	Invoices	20/12/2006	23/03/2007	106.00	106.00
Yes	2006/Par11000000201	Invoices	20/12/2006	23/03/2007	106.00	106.00
Yes	2006/Par11000000202	Invoices	20/12/2006	23/03/2007	106.00	106.00
Yes	2007/Par11000000204	Invoices	05/01/2007	08/04/2007	53.00	53.00
Yes	2007/QCPar020000000117	Invoices	20/01/2007	26/04/2007	173.90	173.90
Yes	2007/Customer71	Invoices	07/02/2007	11/05/2007	2,000.00	2,000.00
Yes	2007/abcC100000187	Invoices	12/04/2007	14/07/2007	1,362.10	1,362.10
Yes	2007/abcC100000189	Invoices	12/04/2007	14/07/2007	31.80	31.80
Yes	2007/abcC100000189	Invoices	12/04/2007	14/07/2007	1,363.30	1,363.30
Yes	2007/abcC100000317	Invoices	11/05/2007	12/09/2007	10.80	10.80
No	2007/C1000000062	Invoices	18/09/2007	10/10/2007	500.00	500.00
No	2007/abcC100000216	Invoices	27/09/2007	09/11/2007	100.00	100.00
No	2007/abcC100000214	Invoices	27/09/2007	09/11/2007	100.00	100.00
No	2007/abcC100000590	Invoices	09/08/2007	10/11/2007	1,070.00	1,070.00
No	2007/abcC100000218	Invoices	27/09/2007	29/12/2007	100.00	100.00
Open Amount by Currency : USD					8,156.60	8,156.60

2008-EF-BRO-150



AFTER

Statement of Account

Date: 27/6/2007

ABC Company
150 JFK Parkway
07960 Morrisown
United States of America

Dutley Office
Waterford Business Park
Waterford West
JingMao Tower
D15 1LX Bilerley Hill
Belgium Badlands

Phone: 56922301
Fax: 56922302-3456
Email: jwo@qad.com

Dear Sir or Madam,

Your account now shows the following list of open items. If there are any discrepancies please inform us.

Yours faithfully

Mike Taylor
Credit Controller
56922301

Overdue	Voucher	Type	Creation Date	Due Date	Trans Type	Invoice Amt	Open Balance
Yes	2007/NOH-SAN-000000056	Prepayments	30/01/2007	03/05/2007		-2,713.00	-2,713.00
No	2007/QACOB1100000016	Invoices	26/09/2007	28/12/2007	License	4,000.00	4,000.00
Open Amount by Currency : EUR						1,287.00	1,287.00

Overdue	Voucher	Type	Creation Date	Due Date	Trans Type	Invoice Amt	Open Balance
Yes	2006/Par11169	Invoices	29/11/2006	02/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11190	Invoices	30/11/2006	03/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11184	Invoices	04/12/2006	07/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11193	Invoices	04/12/2006	07/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11191	Invoices	04/12/2006	07/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11195	Invoices	05/12/2006	08/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11196	Invoices	05/12/2006	08/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11197	Invoices	05/12/2006	08/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11199	Invoices	05/12/2006	08/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11203	Invoices	20/12/2006	23/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11201	Invoices	20/12/2006	23/03/2007	Spare Parts	106.00	106.00
Yes	2006/Par11202	Invoices	20/12/2006	23/03/2007	Spare Parts	106.00	106.00
Yes	2007/Par114	Invoices	05/01/2007	08/04/2007	Fin Charge	53.00	53.00
Yes	2007/QCPar0217	Expenses	20/01/2007	26/04/2007		173.90	173.90
Yes	2007/Customer71	Invoices	07/02/2007	11/05/2007	License	2,000.00	2,000.00
Yes	2007/abcC1157	Invoices	12/04/2007	14/07/2007	Services	1,362.10	1,362.10
Yes	2007/abcC1159	Invoices	12/04/2007	14/07/2007	Expenses	31.80	31.80
Yes	2007/abcC1159	Invoices	12/04/2007	14/07/2007	Services	1,363.30	1,363.30
Yes	2007/abcC1317	Invoices	11/05/2007	12/09/2007	Fin Charge	10.80	10.80
No	2007/C102	Invoices	18/09/2007	10/10/2007	License	500.00	500.00
No	2007/abcC1716	Invoices	27/09/2007	09/11/2007	Expenses	100.00	100.00
No	2007/abcC1714	Invoices	27/09/2007	09/11/2007	Expenses	100.00	100.00
No	2007/abcC1990	Invoices	09/08/2007	10/11/2007	Services	1,070.00	1,070.00
No	2007/abcC1715	Invoices	27/09/2007	29/12/2007	Expenses	100.00	100.00
Open Amount by Currency : USD						8,156.60	8,156.60

QAD Proprietary

Exercise: Report Usage Customization

In this exercise, familiarize yourself with the customization options available to you.

Open Cost Center Trans Summary Report

- Re-order and add/remove selection criteria

Go to Tools

Select Manage Filter Fields

Select what you want visible

- Add initial values (check variables on drop-down list)
- In the Variant dropdown menu, use the “Save” or “Save As” command to store as variant for re-use

CHAPTER 7

Screen Customization



Overview

- ▲ Screen customization
- ▲ User Defined Fields

2008-EF-SCR-020

QAD Proprietary

Overview



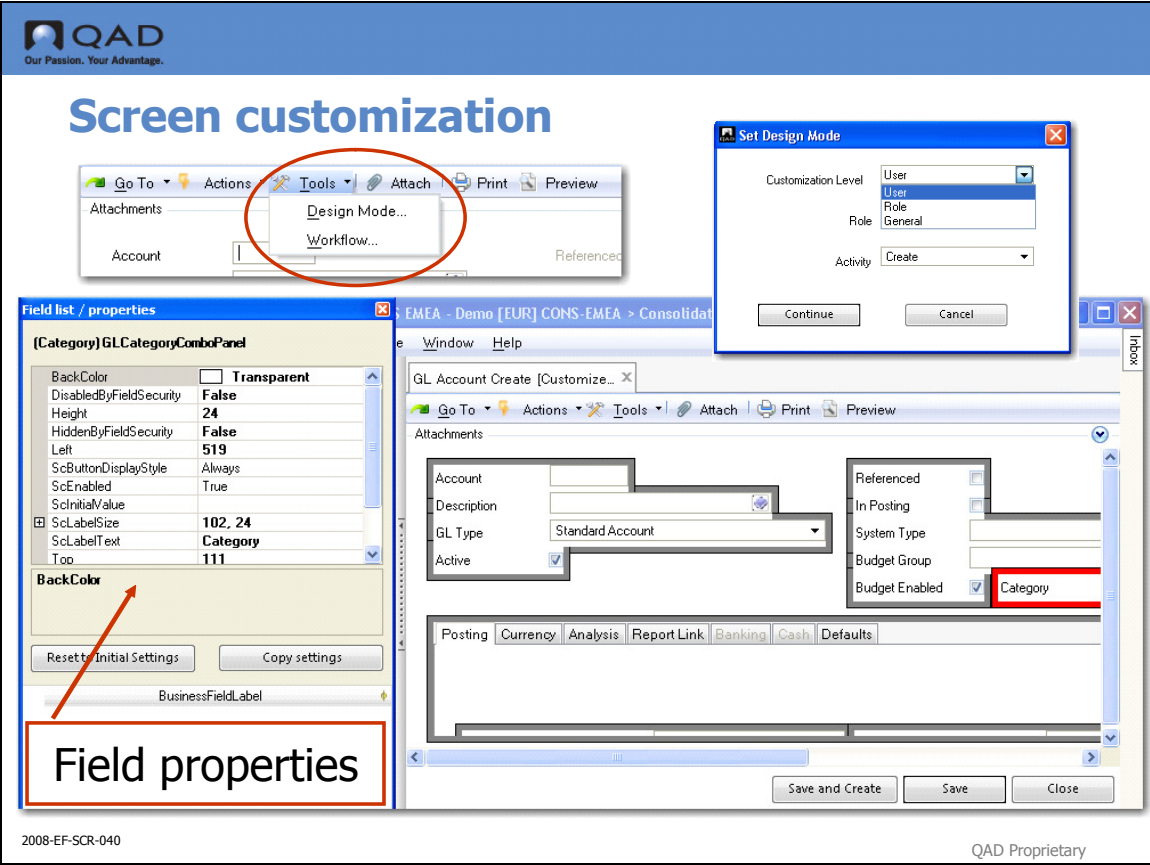
Screen customization highlights

- ▲ Design mode access restrictions
 - Permission and settings
- ▲ Customization level
 - General, Role, User
- ▲ Modify field properties
 - Position, appearance, description, initial value, enable y/n, visible y/n
- ▲ Customized views
 - Rearrange entire screens for faster data entry
- ▲ Review / delete customizations
 - Customization Delete (36.4.19)

2008-EF-SCR-030

QAD Proprietary

Screen Customization highlights



Screen Customization



User Defined Fields (UDF)

- ▲ UDF activities: 36.4.12
- ▲ Activate UDF
 - Format
 - Associate look-up
 - Drop-down list UDF
- ▲ Use design mode to add to UI
- ▲ Use UDF in searches, export to excel, etc...

2008-EF-SCR-060

QAD Proprietary

User-Defined Fields

User Defined Fields: Create (36.4.12.7.1)

User-Defined Field Create

Go To Actions Tools Attach Print Preview

Attachments

Business Component General Ledger Account

Field Name tGL CustomCombo0

Description Controlled by

General Value List

Side Label Controlled by

Column Label Ctrl

Display Format X(20)

Display Length 20

Decimal Precision 0

Mandatory

Lookup Reference

Stored Search

Return Field From Stored Search

Select properties

Add values

User-Defined Field X

Go To Actions Tools Attach Print Preview

Business Component: General Ledger Account

Field Name: tGL_CustomCombo0

Description: Controlled by

General Value List

Custom Value	Seq	Last Modified User
Local	1	
Regional	2	
Corporate	3	mfg

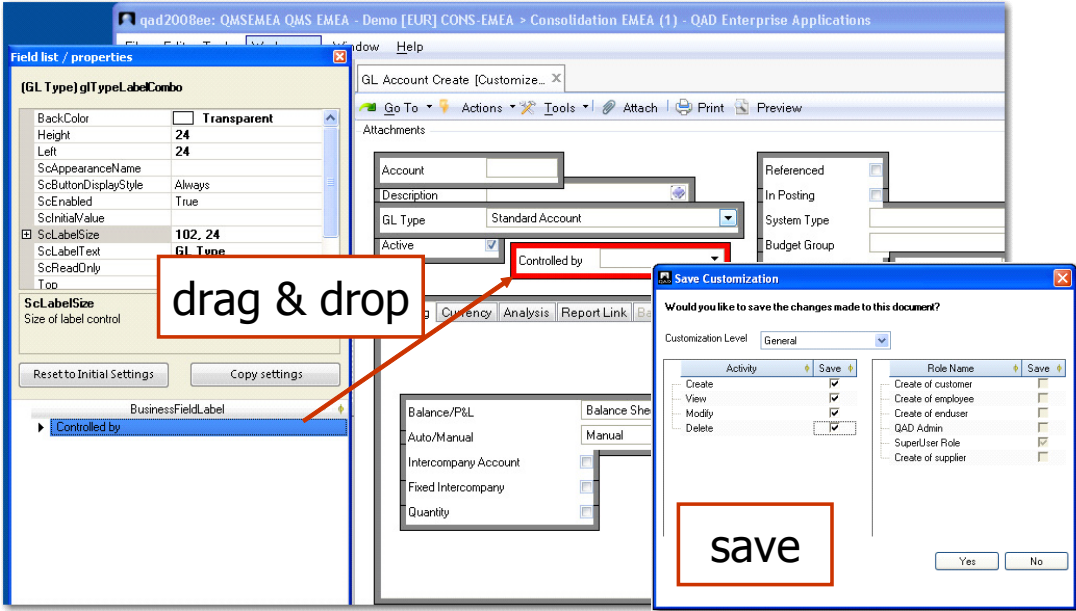
2008-EF-SCR-070

QAD Proprietary

User-Defined Field Create



User Defined Fields: Add to Screen



The screenshot illustrates the process of adding user-defined fields to a screen. The 'Field list / properties' window on the left shows a list of fields, including 'GL Type' and 'GL Type'. A red box labeled 'drag & drop' points to the 'Controlled by' field in the 'BusinessFieldLabel' list. The 'GL Account Create [Customize...]' window in the background shows a form with fields like 'Account', 'Description', 'GL Type', and 'Active'. The 'Save Customization' dialog on the right asks 'Would you like to save the changes made to this document?' and has a 'save' button highlighted with a red box.

2008-EF-SCR-080

QAD Proprietary

User-Defined Fields: Add to Screen



Our Passion. Your Advantage.

User Defined Fields Added to Screen

GL Account Create

Go To

Actions

Tools

Attach

Print

Preview

Attachments

Account

Description

GL Type

Standard Account

Active

☒

Controlled by

Referenced

☐

In Posting

☐

System Type

Budget Group

Budget Enabled

☒

Category

Asset

Posting

Currency

Analysis

Report Link

Banking

Cash

Defaults

Balance/P&L

Balance Sheet Account

Debit/Credit

Debit

Auto/Manual

Manual

Intercompany Account

☐

Default Intercompany

Fixed Intercompany

☐

GL Account Unit of Measure

Quantity

☐

2008-EF-SCR-090

QAD Proprietary

User Defined Fields Added to Screen

Exercise: Screen customization

Use *GL Account Modify*, 25.3.13.2; Double-click any account to open and view.

Use *User-Defined Field Create*, 36.4.12.1 and enter the information noted in the screenshot below

The screenshot shows the 'User-Defined Field Create' dialog box with the following fields and annotations:

- Business Component:** General Ledger Account (Annotation 1: Select the business component 'General Ledger Account')
- Field Name:** tGL.CustomCombo0 (Annotation 2: Select the type of field we want to activate. Choose the first available field of type 'combo')
- Description:** under control of (Annotation 3: Give it a name for later referral)
- General / Value List:**
 - Side Label:** under control (Annotation 4: Side label defines how the field will be named on maintenance / transaction screens.)
 - Column Label:** control (Annotation 5: Column label defines how the field will be named in browses. In order not to lose too much space in browser columns, we will use an abbreviated name here)
 - Display Format:** X(20)
 - Display Length:** 20
 - Decimal Precision:** 0
 - Mandatory:** ☒ (Annotation 6: We have the choice to make this a mandatory field)
 - Lookup Reference:** (empty)
 - Stored Search:** (empty)
 - Return Field From Stored Search:** (empty)

User-Defined Field Create

Go To Actions Tools Attach Print Preview

Attachments

Business Component General Ledger Account

Field Name tGL.CustomCombo0

Description under control of

General Value List

Custom Value	Seq
--------------	-----

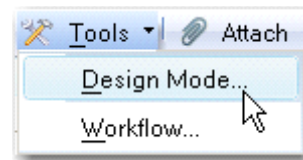
Go to the 'Value List' tab.

- Right-click and select 'insert a new row' , enter “corporate”
- Right-click and select 'insert a new row' , enter “regional”
- Right-click and select 'insert a new row' , enter “local”
- Click Save.

Use *GL Account Create, 25.3.13.1* and add the user-defined field to the screen.

Click on “Tools” - “Design Mode”

Note Use 'Tools' in the submenu of the screen, not 'Tools' in the overall QAD Enterprise Applications top menu bar) to enter in the design mode.



In the Customization Level drop-down menu, select 'General' and press 'Continue'. Take steps 1 and 2 as in the picture below.

GL Account Create [Customize...]

Go To Actions Tools Attach Print Preview

Attachments

Account Description GL Type Standard Account Active ☒

Referenced In Posting System Type Budget Group Budget Enabled ☒ Category Asset

Posting Currency Analysis Report Link Banking Cash Defaults

Balance/P&L Balance Sheet Account Debit/Credit Debit

Auto/Manual Manual

Intercompany Account Default Intercompany

GL Account Unit of Measure

1. Select any field on the screen. When the focus is on a field, it will get a red boundary.

[GL Account Unit of Measure] unitCodeLabelText

BackColor	Transparent
Height	24
Left	368
MaxLength	20
ScAppearanceName	
ScEnabled	False
ScInitialValue	
ScLabelSize	168, 24
ScLabelText	GL Account Unit of Meas
ScReadOnly	False
Top	171

BackColor

Reset to Initial Settings Copy settings

BusinessFieldLabel

under control

2. The panel to the left shows you your newly created field.

Click on this field and drag it on the screen. It can be positioned and modified just like any other field

GL Account Create [Customize... X]

Go To Actions Tools Attach Print Preview

Attachments

Account
Description
GL Type Standard Account
Active ☒

Referenced ☐
In Posting ☐
System Type
Budget Group
Budget Enabled ☒
Category Asset

under control

Posting Currency Analysis Report Link Banking Cash Defaults

Balance/P&L Balance Sheet Account
Auto/Manual Manual
Intercompany Account ☐
Fixed Intercompany ☐
Quantity ☐

Debit/Credit Debit
Default Intercompany
GL Account Unit of Measure

Here is a good spot to put the our user-defined field. Drag your user-defined field here

Once you've placed your field where you want it, close Design Mode by selecting "Tools" - "Design Mode" again.

Would you like to save the changes made to this document?

Customization Level General

Activity	Save
Create	☒
View	☒
Modify	☒
Delete	☒

Role Name	Save
Create of customer	☒
Create of employee	☐
Create of enduser	☐
QAD Admin	☐
SuperUser Role	☒
Create of supplier	☐
User Interface Design	☐

Yes No

A window will pop up, asking for which activity we want to implement the screen changes in. Mark them all like the screen shown to the left..

GL Account Create

Go To Actions Tools Attach Print Preview

Attachments

Account

Description

GL Type Standard Account

Active ☒

Referenced ☐ under control corporate

In Posting ☐

System Type local

Budget Group

Budget Enabled ☒ Category Asset

Posting Currency Analysis Report Link Banking Cash Defaults

Balance/P&L Balance Sheet Account Debit/Credit Debit

Auto/Manual Manual

Intercompany Account ☐ Default Intercompany

Fixed Intercompany ☐

Quantity ☐ GL Account Unit of Measure

The screen will now show as above, including the new field with all of the drop-down values we defined.

Course Evaluation

During classroom training sessions, an evaluation form is distributed at the end of the course. If, for any reason, you are evaluating this course outside of the classroom setting, please follow this link and complete the course evaluation on-line:

http://www.surveymonkey.com/s.aspx?sm=EyuOF1cbaGCO9CrHKIOB5g_3d_3d/

The course name appears on the title page of this document.

