



SeniorSystems

Senior Business Office System Release Bulletin

This month, we introduce you to the latest enhancements to the **BUSINESS OFFICE** products.

through the Student Maintenance Charges tab.

You can see examples on page 3.

See Remaining Balance When Allocating Family Cash Receipts

In ACCOUNTS RECEIVABLE Cash Receipts, you can see the balance left to be distributed when allocating payments for families.

I.D.	Name	A/R Group	Tuition Balance	Other Balance	Apply to Tuition	Apply to Other	Ac. Dr.
ARIG101	Jason Perseus Argonis	Graduate	0.00	0.00			
✓ ARIG102	Penelope Adina Argonis	Student	0.00	2,500.00		2,500.00	
✓ ARIG103	Theodore Perseus Argon	Student	0.00	2,500.00			
Distribution Total			0.00	5,000.00	0.00	2,500.00	

Balance Remaining: 2,500.00 Apply Deposit To Next Year Pay All Tuition Pay All Other

Siblings in All Accts. Tab

We have added a table to the All Accts. tab in ACCOUNTS RECEIVABLE Student Maintenance that lists other student accounts in the family.

Turn to page 4 for an example.

Address Tab Has a New Look and Feel

We have enhanced the Student Maintenance Address tab to make it easier for you to find and recognize the information that you need.

See the tab's new look on page 4.

Exclude Zero Balance

On some GENERAL LEDGER reports, you can exclude accounts with a zero balance.

Turn to page 5 to learn more.

Separate Checks Flag

If the default for a vendor should always be to make payments with separate checks, you can set this in Vendor Maintenance.

Active Miscellaneous Vendor Separate Check

Filter by Next Year POs

You can use the new Next Year Only checkbox in Purchase Order search to see only Next Year POs. There is also an additional column indicating which POs are for the next year.

Turn to page 2 to see the changes made to the search window.

Details Button in PO

In Purchase Order Maintenance, there is a new Details button in the Vendor area. When you click the button, you will see the Vendor View for the selected vendor (page 2).

Print Store Receipts

When you open the Receipt Detail for CAMPUS STORE purchases, you can print it. You can see the new Print button and the report on page 3.

Print Summer School Transaction Detail in A/R

For SUMMER SCHOOL students, you can print the information in the Transaction Detail dialog (accessed

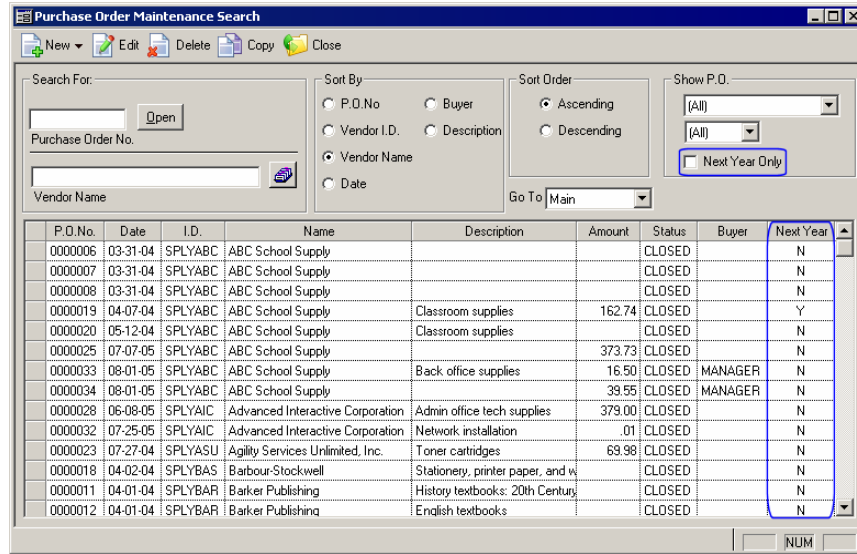
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Accounts Payable

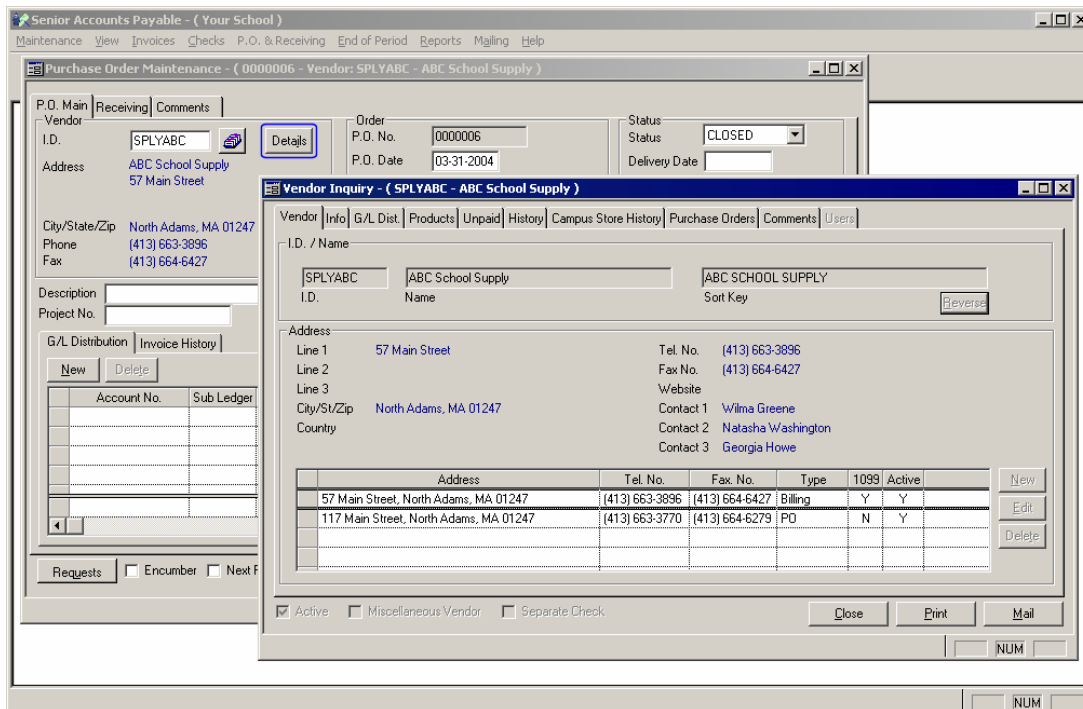
Filter by Next Year Purchase Orders

In Purchase Order Maintenance Search, you can choose to see only Next Year purchase orders. There is also a new column available in the window that indicates whether the purchase order is for next year. Remember that you can resize, arrange, hide and show columns in search windows to see the content that you need.



Details Button in Purchase Order Maintenance

In Purchase Order Maintenance, there is now a **Detail** button next in the Vendor area. You can use it to see the Vendor View, so that you can see the information about the selected vendor.



Accounts Receivable

Print Summer School Transaction Detail in A/R

In the Student Maintenance Charges tab, you can access the transaction details for Summer School students and print the information from SUMMER SCHOOL Registration.

Date	Type	Amount	Transaction User/Date	Reference
05-05-2006	Enroll	255.00		Inventors' Camp 3 6/26-30 PM
05-05-2006	Enroll	175.00		Ultimate Frisbee 7/10-21 AM
05-05-2006	Enroll	10.00		APPLICATION FEE \$10
Totals		440.00		

You can see the details of the transaction from SUMMER SCHOOL and print it by clicking the **Print** button.

Summer Detail Charges List

July 19, 2006 11:42 AM Your School Page: 1

Student ID. / Name: N4030 Jason Aristos Argonis

Batch I.D. ARREF **Code:** SS

Date	Type	Amount	Reference	Batch I.D.	Period
05-05-2006	Enroll	255.00	Inventors' Camp 3 6/26-30 PM	AR016718	May, 2006
05-05-2006	Enroll	175.00	Ultimate Frisbee 7/10-21 AM	AR016718	May, 2006
05-05-2006	Enroll	10.00	APPLICATION FEE \$10	AR016718	May, 2006
Total Amount		440.00			
Total Charges in List:		3			

Print Store Receipts

When you look at the Receipt Detail in the Student Maintenance Store Hist. tab in ACCOUNTS RECEIVABLE (or the Customer Maintenance History tab in CAMPUS STORE), you will see a Print button. This allows you to print the Receipt Detail List. The report includes everything from the Receipt Detail.

Qty	Description	Unit Price	Amount	Taxable	Buyback
1	100 Grand chocolate bar	0.43	0.43		N
1	American Girl	3.36	3.36		N
1	Mug Root Beer 20 oz.	0.84	0.84		N
Subtotal Non-Taxable			4.63		
Total			4.63		
Payment On Debit Account			4.63		

Receipt Detail List

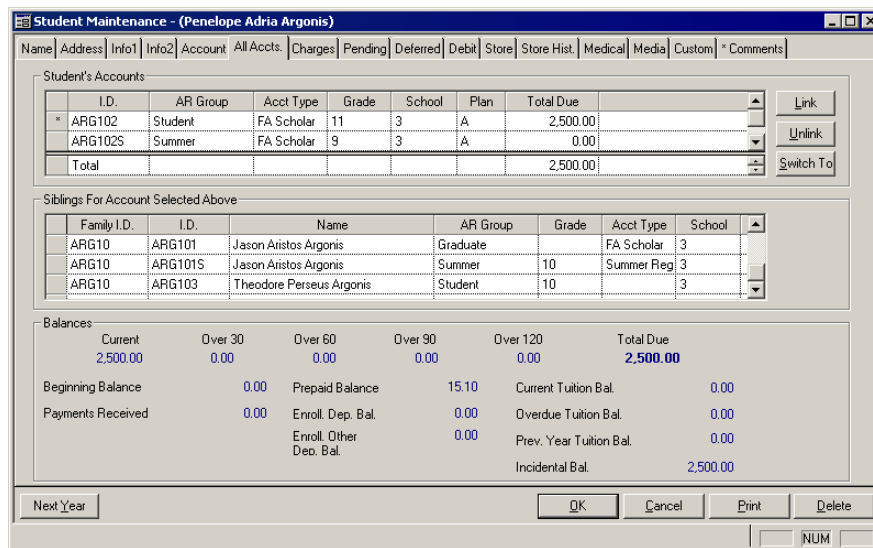
July 18, 2006 10:00 AM **Campus Center Book Store** Page: 1

Receipt No.: 0000000090 **Date:** 07-08-2005 **Location:** Campus Center Book Store
Customer I.D./Name: ARG102 Penelope Adria Argonis **Register:** REGISTER1

Quantity	Description	Unit Price	Amount	Taxable	Buyback
1	100 Grand chocolate bar	0.43	0.43		N
1	American Girl	3.36	3.36		N
1	Mug Root Beer 20 oz.	0.84	0.84		N
Subtotal Non-Taxable			4.63		
Total			4.63		
Payment On Debit Account			4.63		

Siblings in All Accounts Tab

When you are in Student Maintenance, you can now see immediately if the student has siblings and who they are.



The Address Tab Has a New Look and Feel

We have enhanced the Student Maintenance Address tab to make it easier for you to find and recognize the information that you need.

Icon	Definition	Icon	Definition
	Parent 1 or Parent 2		Comments
	Father Work		Mailing Address
	Mother Work		Telephone Numbers
	Other Address		E-mail Address
	Emergency Contact		Miscellaneous

This column indicates which addresses are emergency contacts

This column displays the address codes

These columns display information about the addresses

The screenshot shows the 'Student Maintenance' window for Norma Nancy Bates. The window has a menu bar with options like Name, Address, Info1, Info2, Account, All Accts., Charges, Pending, Deferred, Debit, Store, Store Hist, Medical, Media, Custom, and Comments. Below the menu bar are 'Display Options' (Active Only checked, All Applications selected, This Application unselected) and 'Family Options' (Family I.D. BAT10). The main table lists addresses with columns: EC, Name, Code, Address Type, Statement, Stmt (Loans), Active, In Use, Grades, and Comments. The first row is 'Mr. Bartholomew Bates' with Code 'Parent 1', Address Type 'Primary Home', and 'Original' in both Statement and Stmt (Loans) columns. Below the table are sections for Address (447 Country Road 3 West, Parshall, CO 80468), Telephone Numbers (Tel No: (970) 725-3437, Fax No: (970) 725-0121), E-Mail (Father: BBates@aol.com), and Misc (Send Mail, Send Grades, A/R Statement, Loans Statement, all with green checkmarks). A red 'EMERGENCY CONTACT' label is at the bottom. Buttons for Next Year, OK, Cancel, Print, and Delete are at the bottom right.

Displays the address for the selected record

Displays the telephone numbers for the selected record

Displays the e-mail addresses for the selected record

General Ledger

In some GENERAL LEDGER reports, you can choose to exclude accounts with a zero balance from the report. The reports where we have added this option are: Trial Balance Report, Budget Worksheet, Balance Sheet, Consolidated Balance Sheet, FASB Statement of Financial Position, FASB Statement of Activities, and Sub-Ledger Trial Balance.

Other Options

- Print whole numbers only
- Print negative numbers with
- Include line numbers
- Include account numbers
- Exclude Zero Balances

Balance Sheet - Summary

August 4, 2006 12:08 PM Your School Page: 1

PERIOD ENDING: Aug, 2006

110110001	Checking Account - SNB	591,645.30
110110002	Cash in Bank - Savings (SNB)	16,230.00
110110003	Home Town Credit Union	5,651.16
110110004	Petty Cash	0.00
110110005	Cash in Bank - Payroll	65,838.00
110110010	Investments	76,749.00
110110012	Money Market	0.00
110110030	Cash Clearing (Wash Trans)	0.00
110110203	Technological Equipment	0.00
110110502	Insurance and Warranties	0.00
110111400	Student Receivables	0.00
110111409	Tuition Receivables	0.00
110116400	Campus Store Inventory	0.00
114094503	Construction	0.00

Balance Sheet - Summary

August 4, 2006 12:07 PM Your School Page: 1

PERIOD ENDING: Aug, 2006

110110001	Checking Account - SNB	591,645.30
110110002	Cash in Bank - Savings (SNB)	16,230.00
110110003	Home Town Credit Union	5,651.16
110110005	Cash in Bank - Payroll	65,838.00
110110010	Investments	76,749.00
140110410	A/R - Collections	492,000.00
140111402	Student Fees	12,375.00
140111406	Incidentals	19,600.00
140440400	Gift Income	533.50
140440404	Stock Gifts Income	1,290.00
140440405	Gift In-kind Income	1,618.00
140440409	Pledge Income	9,700.00
140560402	Activity Fee	7,425.00
150110203	Admin Tech & Equip Purchases	8,361.66