

# May 2020 Upgrade Newsletter

EzyWine - EzyCellar - EzyAccounts - EzyBeer - EzyCider - EzySpirit

# **Our Office Is Open**

The office will remain open for as long as possible and we appreciate your support.

#### **Staff Movements**



After 18 years of exemplary service, Loz is now an *EzyWine* **Pro** user as the financial controller at Andrew Peace Wines.

- Robyn is now the Support Manager
- Justine is now managing Pro installs
- Kanwal has joined the support team
- Huw has returned to help everyone.

# Single Touch Payroll

The [Generate] button has been replaced with [Submit] and [Update].

**New Integration** 







If you are using the new **Pro** version please refer to the Pro Upgrade Newsletter.

If you want to migrate to Pro, the benefits are listed below and the latest Pro newsletter can be found on the Help tab.

Faster & Easier Keystrokes reduced significantly

**GUI Interface** Intuitive

Single Login Only login once & open multiple options

Fonts & Colours Each user can specify their own theme

**Tabs** Options with multiple screens appear as one screen with multiple tabs allowing

data to be recorded in any order

Pick Lists Replaced with powerful search tools

Scroll Lists Replaced with radio buttons

**Sortable Columns** Quicker and easier to find required

information

**Data Navigation** Quicker and easier to navigate reference

data and transactions with search, next,

previous, first and last buttons

Fewer Menu Options Many options have been removed as

they now appear as tabs. The Cellar Work Sheet Entry option, for example, is a consolidation of nine menu options

Address Details Suburb, state and country have been

added for Debtors, Creditors, Growers,

Prospects and Employees

**Exporting Data** Export options will open MS Excel

automatically

**SQL Server** Easier integration with other software

& devices. Provides better data security & integrity. No need to rebuild indexes

**Mobile API & Apps** POS, Cellar Operations and Analysis,

Stock-Take, Sales Rep Sales & CRM

Data Migration No data will be lost

**More Information** www.ezysys.com.au/products.php

Server Requirements deepanb@ezysys.com.au

**Trial Version** reception@ezysys.com.au

**Conversion Cost** \$500 plus GST per user including

data migration and TeamViewer training

Conversion Procedure justineg@ezysys.com.au

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# **New System Parameters**



On selecting a system parameter press [F10] or select the Help button, top right of screen, to display helpful information.

Stationery: Cellar Door Docket (email)
Acc/Rec: Arrears Letter, 30 Days
Acc/Rec: Arrears Letter, 60 Days
Acc/Rec: Arrears Letter, 90 Days
Acc/Rec: Arrears Letter, 120 Days
W/Bridge: Bookings, Export Format

Bottling: Entry, Check Stock Allocations Grower: P/Terms, V/yard Cost Link Prompt

# **New Menu Options**

Accounts Receivable Reports

Debtor Arrears Letters Email

Sales Invoices
Import Con. Note Tracking No

Sales Administration Excise Duty Register Export

# **Report Writers**

There are 8 report writers.

- Vineyard Management
- Vintage Operations
- Cellar Operations
- Bottling
- Stock Control
- Asset Register
- General Ledger
- Sales Analysis.

These report writers are very easy to use and can be utilised to:

- Produce customer reports
- Specify data that you want to export to MS Excel.

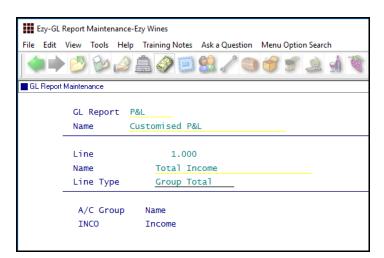
### **GL Report Writer**

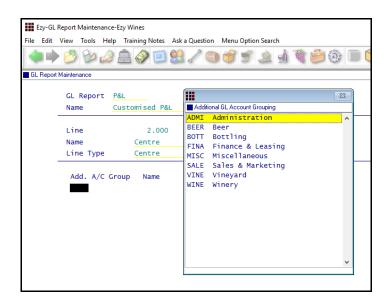
This report writer has a different format to the others.

The main point of difference is that you need to specify which GL accounts are to be included on each line of the report.

When you add accounts to the chart of accounts, you may also need to adjust each customised report.

To avoid this issue, we recommend utilising the A/C Group to group common accounts and then only specify the A/C groups in the report writer.





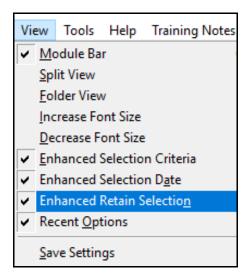
# Additional GL A/C Groups

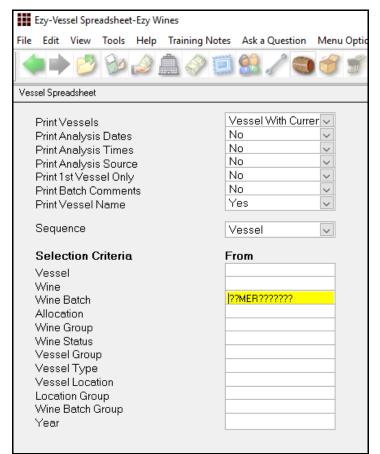
Customised additional groups can also be utilised to link GL accounts.

# General

# **Reporting Selection Wildcard Retained**

When utilising the wildcard selection feature, on returning to the report, the wildcard selection is now retained.





### Benefit

Save a lot of time and reduce errors.

**All Reports** 

# **Accounts Receivable**

# **Easily Modify Hidden Inactive Debtors**

[Mod Inactive] button will be displayed when system parameter "A/R: Maintain Inactive Debtors" is No.



#### Benefit

 Quicker and easier to access inactive Debtors when required.

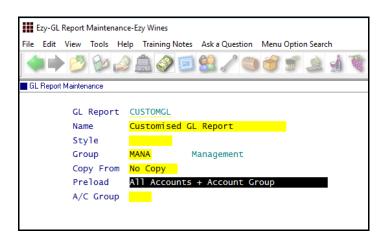
Accounts Receivable Maintenance **Debtors** 

# **General Ledger**

# **GL Report Writer Preload Group Accounts**

The following options have been added to the *Preload* options when creating a new report.

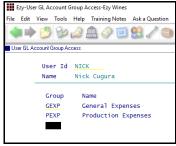
- All Accounts + Account Group
- Profit & Loss Accounts + Account Group
- Balance Sheet Accounts + Account Group.



# **GL Account Group? Selection**

When system parameter "GL: User/Account Group Restrict Access" is set to Yes, you can now utilise the ? wildcard to select multiple account groups.





# Benefit

- Preload GL accounts for specific account group
- Save time.

GL Report Writer GL Report Maintenance

### Benefit

• Save time and ensure required account groups are selected.

User Access
User GL Account Group Access

# **Payroll**

#### **STP Enhancements**

The [Generate] button has been replaced with [Submit] and [Update].

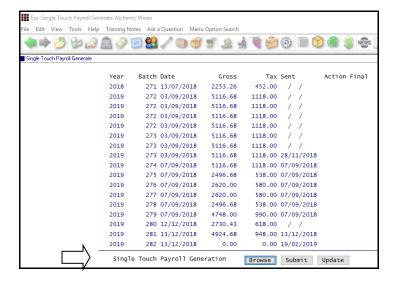
Use the [Submit] when you are finalising a payroll, to send the payroll data to the ATO.

If you make a mistake on a payroll, for example you pay an employee the wrong hourly rate, to fix this you need to run another payroll.

Use the [Update] button to send this file to the ATO. This will update your previous submission.

If the error is with a TFN or Address, you do not need to send another payroll to the ATO, you can wait until your next regular payroll, and it will update then.

Also there is a new Column "Action Final". This column will flag when you have sent your Final Submission to the ATO at the end of the Financial Year. This will happen automatically when you run your last regular payroll for the Financial Year.



#### Benefit

Statutory compliance.

Payroll Operations Single Touch Payroll Generate

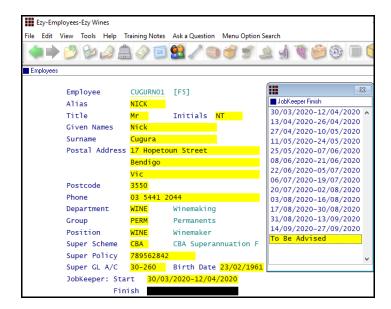
# Payroll (cont'd)

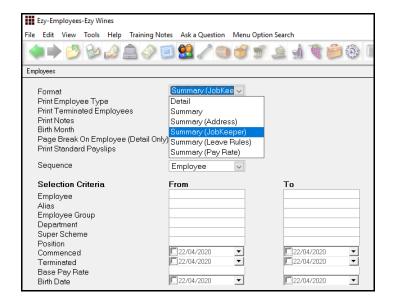
#### **JobKeeper**

If your business qualifies for JobKeeper and there are employees eligible for the \$1,500 per fortnight payment, the period in which these employees are to be first paid needs to be recorded.

The ATO wants to capture the fortnight where each employee becomes eligible for JobKeeper.

The Finish date should be set to 'To Be Advised' and the period recorded when the last JobKeeper payment is made.





#### Benefit

Statutory compliance.

Payroll Reference **Employees** 



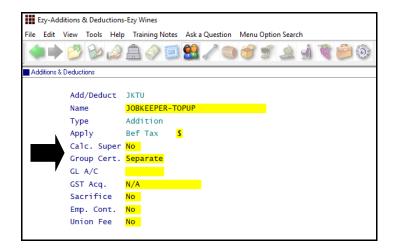
# Payroll (cont'd)

#### **JobKeeper** (cont'd)

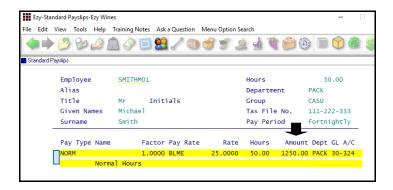
Payroll Reference Maintenance

Additions & Deductions

Employees who are earning less than \$1,500 a fortnight and qualify for JobKeeper need to be topped up to \$1,500 fortnightly with the top-up amount recorded as an addition.



If an employee is still working and earns \$1,250 a fortnight, the top-up would need to be \$250.





#### **Stood Down Employees**

If an Employee has been stood down, you will need to seek advice from your accountant.

Payroll Reference Maintenance Standard Payslips

#### Pay Run

On running the Payroll Operations, Automatic Payslips option, the standard payslip details will be preloaded.

If standard payslips have not been setup, the top-up addition will need to be manually calculated and recorded using the Payroll Operations, Manual Payslips option for each pay run.

Run the Payroll Operations, Single Touch Payroll Generate option as per normal.

# **Sales**

#### **Woo Commerce Integration**

WOOCOMMERCE has been added to the system parameter "M/Order: WEB, Auto Debtor Import Format" options.



# Wine Depot & GTS Freight Integration

Wine Depot & GTS been added to the Format scroll list options.

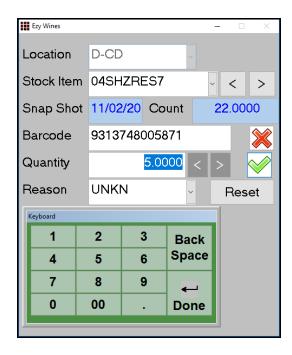




#### Cellar Door PDA Stock-Take

A device such as a tablet or PDA can be utilised to do a stock-take at cellar door.

If the same stock item appears more than once within the same location, the quantities will now be accumulated.



**Note:** The Stock-Take Snapshot option would need to have been run first.

#### Benefit

 Auto process sales made on this eCommerce platform.

Sales Administration Import WEB Debtor/Order/Pack

#### Benefit

• Provide GTS warehouse with sales to be processed.

Sales Administration **Export Sales Dockets** 

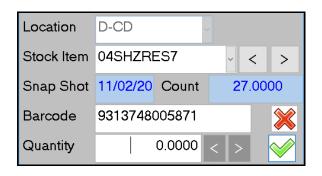
### Benefit

 Ability to accumulate quantity when same stock item appears in the same location multiple times.

**EzyPDA** 

On scanning a stock item for the first time, the current STOH is displayed. If it's incorrect or you simply want to start with zero, click the [Reset] button.

In the example shown, I have already scanned this stock item with 22 bottles and now wanting to *add* another 5 bottles, bringing the total to 27.



# Sales (cont'd)

# M/Order History By Stock Item Formats

Format has been added to the selection criteria with scroll list options *Summary* and *Detail*.

The new Summary format simply lists the total for each stock item.

NICK SAZ19	BIG HILL VINEYARD					14:32 18/02/2020 Page 1 of 1	
			M/Order History By Sto	ck Item			
	Selection Criteria	From	To				
	Debtor Group	CLUB	CLUB				
				Discount	WET	GST	Net
Stock Item	Description		Quantity Unit	Amount	Amount	Amount	Amount
02CHARES7	2002 Chard Reserve		4.0000 C750	84.00	109.62	68.73	756.00
02MERRES7	2002 Merlot Reserve *N	DISC*	10.0000 C750	299.00	290.14	181.90	2001.00
03MUSRES7	2003 Muscat Reserve 75	ml	2.0000 C750	60.00	78.30	49.09	540.00
04SHZRES7	2004 Reserve Shiraz		28.5000 C750	745.20	802.83	503.40	5536.78
05CHRRES7	2005 Chardonnay Reserve	750ml	1.5000 C750	30.00	39.15	24.54	270.00
05SHZEMI7	2005 Shiraz E Minor 75	ml	0.1667 6750	1.00	1.31	0.82	9.00
08MERRES7	2008 Merlot Reserve 75	ml	10.1667 C750	164.00	214.06	134.20	1476.00
99MIXPAC7-1	2xShiraz, 2xMerlot, 2x	Chardy	2.0000 6750	30.00	39.16	24.54	270.00
BOBURGTAPER	Burgundy 750ml Tapered	Bottle	12.0000 EACH	1.20	1.57		10.80
MEPOLOSHIRT	Corporate Polo T-Shirt	3	2.0000 EACH	2.85	0.00	2.33	25.65
Grand Total:	s			1417.25	1576.14	990.53	10895.23
6	x 750ml Bottles	6750	2.1667				
D	ozen - 12 x 750ml Bottles	C750	56.1667				
R	ach	EACH	14.0000				

#### **Credit Note - Sale Credited Displayed**

The type of sale and the number is now displayed.



#### **Service Invoice Sales Rep**

Service Invoice Entry now prompts for sales rep, defaulting to the sales rep recorded against the Debtor.

#### Benefit

Report summary for specified period.

Wine Club M/Order History By Stock Item

# Benefit

• Track service invoices by rep.

Sales Credit Notes
Sales Credit Note Listing

#### Benefit

• Track service invoices by rep.

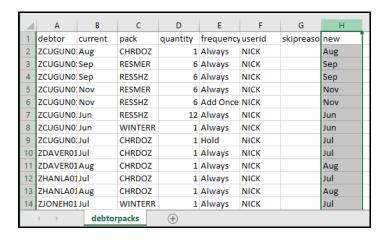
Service Invoice Service Invoice Entry Service Invoice Listing Service Invoice Update Service Invoice History

# Sales (cont'd)

#### Mail Order Pack Global Month Change

On utilising the Sales Administration, Export Mail Order Debtor Packs option to produce a CSV file, it can be edited in MS Excel and then imported to adjust club member's commitments.

The *new* column has been appended.



# **New Con Note Type Parcel Send**

'Parcel Send' has been added to the Con Note Type options.



#### **FTP Sales Invoice**

New 'FTP Invoice Print' prompt determines whether the Sales Invoice Entry option will prompt to FTP the sales invoice docket to the carrier as a PDF or CSV file.

#### **Sales Invoice Con Note Tracking**

As was done in the wine club module, you can now also track sales invoice shipments.

eParcel and Fastway tracking number will be recorded as the despatch reference against the applicate invoices.

#### Benefit

- Ability to change months
- Save time and reduce errors.

Sales Administration Export Mail Order Debtor Packs Import Mail Order Debtor Packs

#### Benefit

Comply with Australian Post.

Sales Reference
Despatch Carriers
Sales
Invoice Consignment Note Print
M/Order Con. Note Print

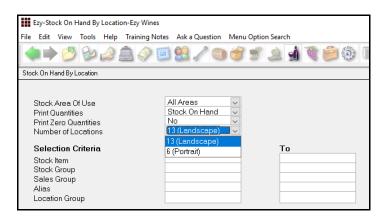
Sales Reference
Despatch Carriers
Sales Orders
Sales Orders Confirmation
Sales Invoices
Sales Invoice Entry

Sales Invoices **Import Con. Note Tracking No** 

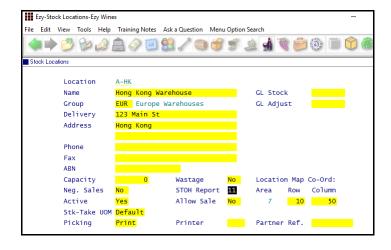
# **Stock Control**

# **Stock On Hand By Location Landscape**

'Number of Locations' prompt has been added to the selection criteria with scroll list options 6 (*Portrait*) and 13 (*Landscape*).



Check that 13 locations have been numbered.





### **Platinium Show Award**

'Plat' has been added to the award scroll list options.

#### Benefit

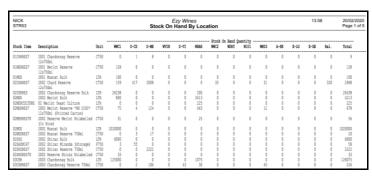
Report more location columns.

Stock Operations Reports

Stock On Hand By Location

Stock Reference Reports

Stock Locations

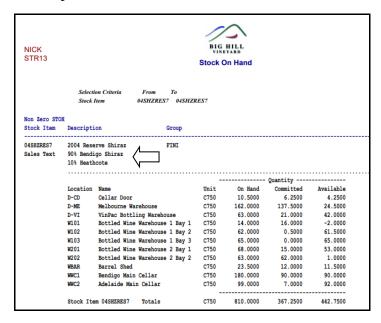


Wine Show Awards Show Results Entry Show Results Listing Show Results Summary Export Show Results

# Stock Control (cont'd)

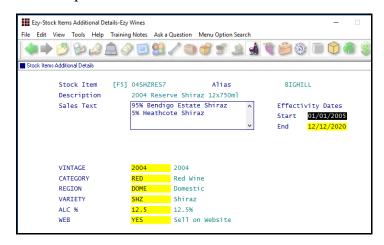
#### **Stock On Hand Report Includes Sales Text**

'Print Sales Text' prompt has been added to the selection criteria and determines whether the *Detail* format prints the stock item sales text.



# **Effectivity Dates Added To Stock Report Writer**

Effectivity Start and End Dates have been added to the Stock Report Writer.



### **Committed Added To Stock Report Writer**

The following committed quantity fields have been added to the stock report writer.

Quantity (Prod, Cmt) Unit (Prod, Cmt) Litres (Prod, Cmt) and Stock (Prod, Cmt).

#### Benefit

 Sales text recorded against stock items can be reported, which may better describe what it is.

Stock Operations Reports

Stock On Hand

#### Benefit

• Produce customised effectivity date reports.

Stock Reference Maintenance
Stock Items Additional Details
Stock Report Writer
Stock Report Maintenance
Stock Report Generation

#### Benefit

 Report stock recorded against unupdated cellar ops and bottling.

Stock Report Writer

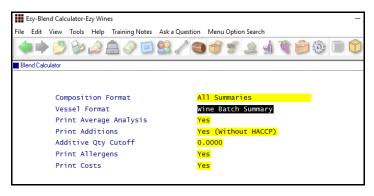
Stock Report Maintenance

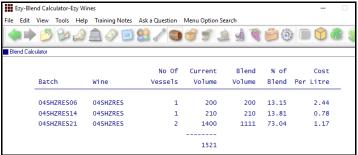
Stock Report Generation

# **Cellar Operations**

### **Blend Calculator Summary**

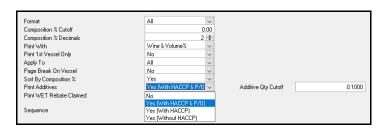
'Vessel Format' has been introduced on the report selection criteria, with *Detail* being the current version and *Wine Batch Summary* being a new format.

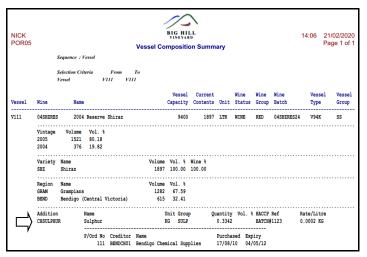




### **Vessel Composition Summary Additives**

'Print Additives' and 'Additive Qty Cutoff' prompts have been added to the selection criteria.





#### Benefit

- Summarise vessel volumes by wine batch
- Avoid listing many barrels that have the same wine batch.

Cellar Operations **Blend Calculator** 

# Benefit

Include additive details.

Cellar Operations Reports Vessel Composition Summary

# LIP Declaration Sorted By Composition %

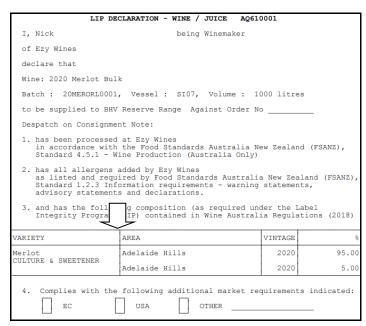
'Composition Sequence' prompt has been added with the following scroll list options.

- Vintage & Variety
- % Descending.

### **Bulk Receival Culture Vintage & Region**

'Culture' has been added to the Type options.





Format	Culture
Vintage Summary	Included
Variety Summary	Excluded
Regional Summary	Included
Vintage & Variety Summary	Excluded
Region & Variety Summary	Excluded
Zone/Region/Sub-Region	Included
Vintage/Region/Variety	Excluded

#### Benefit

Easier to identify order of composition.

Winemaking Statutory Reports

LIP Declaration Form

# Benefit

- Include culture composition
- Meet Wine Australia statutory requirements.

Bulk Receival/Desp. Operations
Bulk Receival Entry
Bulk Receival Listing
Bulk Receival Update
Bulk Receival History
Winemaking Statutory Reports
LIP Declaration Form

Cellar Operations
Cellar Pre-Update/Trial Blend
Blend Calculator
Cellar Operations Reports
Vessel Composition Summary

#### **New LIP Rules - Culture/Concentrate**

The table lists which formats will and will not include culture/concentrate.

# **New Grower Booking Export Format 2**

Weighbridge Operations Grower Bookings Export

System parameter "W/Bridge: Bookings, Export Format" determines the format.

- booking no
- Grower
- booking date
- booking time
- block
- section
- variety and
- booked tonnes.

# **New Export Vessel Composition Format 4**

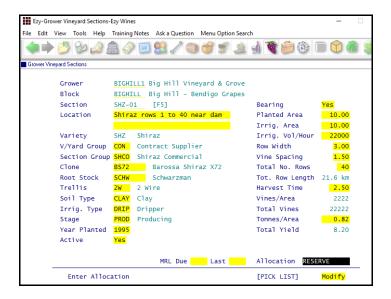
Winemaking Administration **Export Vessel Composition** 

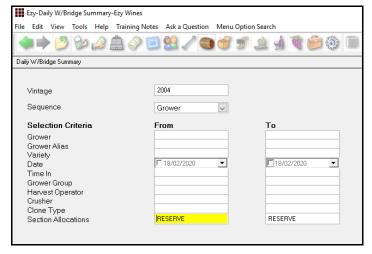
*Cellar: Export Composition Format*This system parameter determines the format.

- vessel
- currvol
- wine
- winename
- winebatch
- vintage
- variety
- varname
- region
- crushno
- volume
- volpct
- winepct
- Grower
- block
- section
- wdocket
- tonnes
- litres
- growername
- subregion and
- vinegroup.

### **Vineyard Section Wine Allocation Link**

'Section Allocation' has been added to the selection criteria when system parameter "Vineyard: Link Section To Allocation" is set to Yes.





### Grower: P/Terms, V/Yard Cost Link Prompt

This new parameter determines whether the Payment Terms option prompts for 'Link Vineyard Costs'.

It defaults to No as the Grower Deliveries option is generally used to determine the cost of grapes rather than the cost recorded using vineyard operations.

#### Benefit

 Weighbridge reporting by Wine Allocation.

Weighbridge Operations Reports

Daily W/Bridge Analysis

Daily Weighbridge Summary

Varietal Vintage Summary

# Benefit

 Weighbridge reporting by Wine Allocation.

Weighbridge Reference Maint. **Payment Terms** 

#### **Bulk Receival Record SWNZ and BioGro**

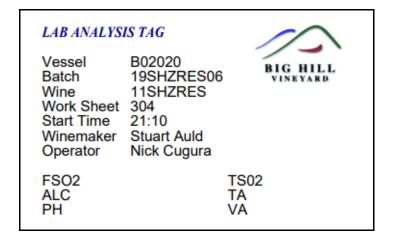
'SWNZ No.' and 'BioGro No.' have been added.



# **New Cellar Analysis Label Format**

The following fields have been added to the *Labels (CWS - Analysis)* stationery.

- Worksheet Number
- Start Time
- End Time
- Winemaker
- Operator.



#### **Vintage Reports Section Allocation Selection**

'Section Allocation' has been added to the selection criteria, when system parameter "Vineyard: Link Section To Allocation" is set to Yes.

#### Benefit

Meet NZ statutory requirements.

Bulk Receival/Desp. Operations

Bulk Receival Entry

Cellar Operations Reports

Vessel Grower Composition

#### Benefit

 Additional information can be printed on analysis label when analysis is specified against cellar work sheet.

System Administration
Stationery Designer
Cellar Operations
Cellar Work Sheet Label Print

#### Benefit

Vintage reporting by section allocation.

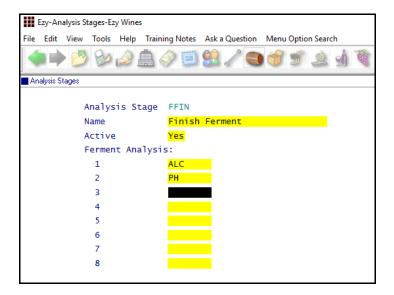
Weighbridge Operations Reports
Section Analysis Summary
Varietal Summary
Varietal Extraction Rates

### **Analysis Stages & Ferment**

Cellar: Pre-Inoculation Analysis Stage Cellar: Post Soak Analysis Stage Cellar: Finish Ferment Analysis Stage

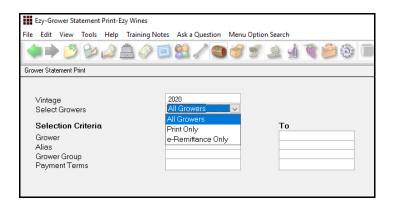
Please note that analysis stage is only 4 characters, whereas analysis type is 8.

The Cellar Administration, Change Analysis Type Code option can be utilised to change an analysis code throughout the system.



### **Bulk Email Grower Statements**

'Select Growers' prompt has been added to the selection criteria.



#### Benefit

Better management of analysis.

Cellar Reference
Analysis Stages
Cellar Operations History
Vessel Ferment History

# Benefit

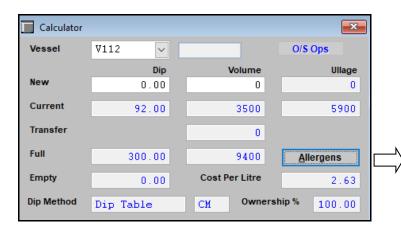
- Bulk email Grower Statement
- Save a lot of time.

Grower Payments Reports Grower Statement Print



# **Dip Calculator Shows Allergens**

[Allergens] button has been added.



### Benefit

• Easily check for any allergens.

[F2]

Allergens	X
Additive Group	Used
Egg and Egg Products	No
Fish and Fish Products	No
Derived From A GMO	No
Lysozyme	No
Milk and Milk Products	No
Peanuts and Soybeans	No
Tree Nuts and Sesame Seeds	No
Synthetic Sulphites > 10mg/kg	Yes
Synthetic Tartaric Acid	No

# **Distilleries Excise Duty Register Export**

New menu option.

#### Source

- All
- Invoices
- Credit Notes
- Mail Orders
- Cellar Door
- Transfers
- Bottling Runs
- Stocktakes.

#### Location

- All
- Bonded
- Unbonded.



### Benefit

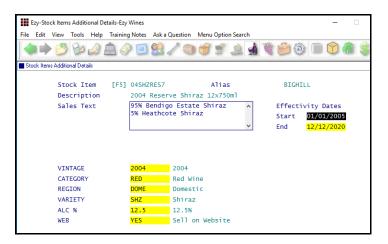
• Export excise register to Excel.

Sales Administration Excise Duty Register Export

# **Bottling**

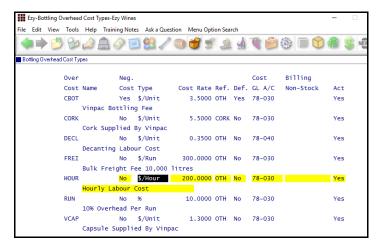
# **Effectivity Dates Added To Bottling Report Writer**

Effectivity Start and End Dates have been added to the Bottling Report Writer.



#### \$/Hour Overhead Costs

\$/Hour has been added to the Type scroll list options.





#### Benefit

 Produce customised effectivity date reports.

Stock Reference Maintenance
Stock Items Additional Details
Bottling Report Writer
Bottling Report Maintenance
Bottling Report Generation

#### Benefit

Easily record hourly overhead costs.

Bottling Reference
Bottling Overhead Cost Types
Bottling Operations
Bottling Run Schedule Entry
Bottling Run Complete Entry
Bottling Run Complete Listing
Bottling Work Order Print
Bottling Operations Reports
Bottling History