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

Table of Contents

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.
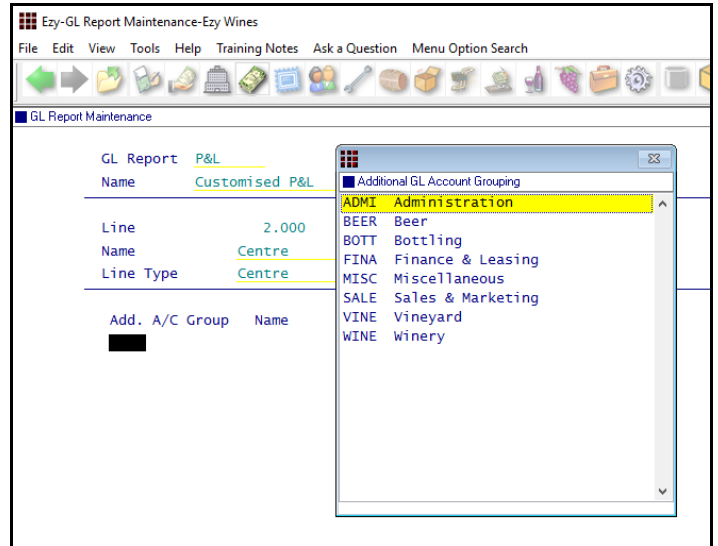
Additonal GL A/C Groups

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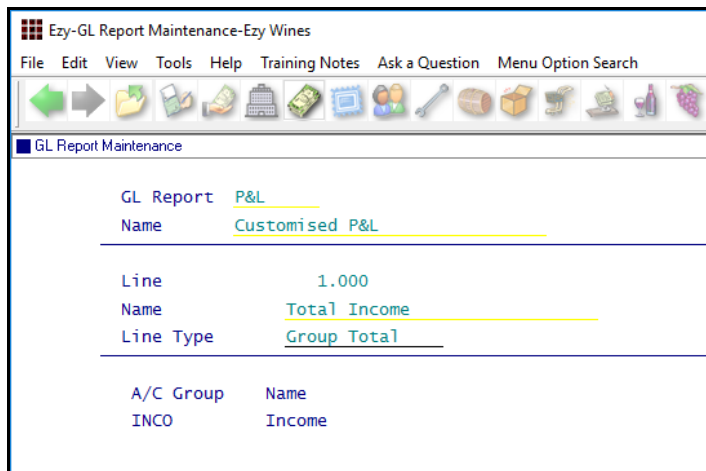
General

Reporting Selection Wildcard Retained

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

All Reports
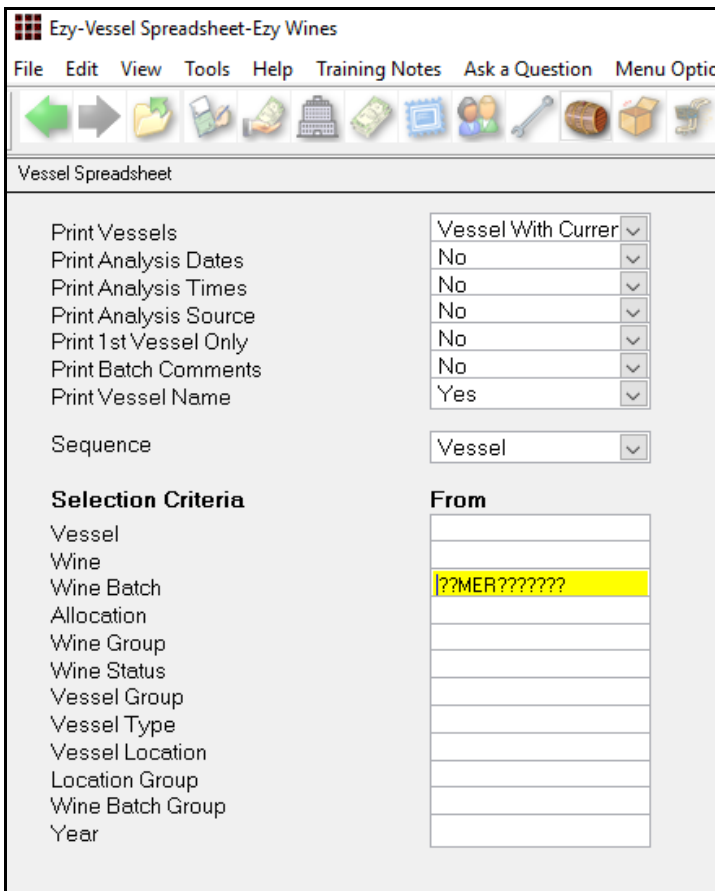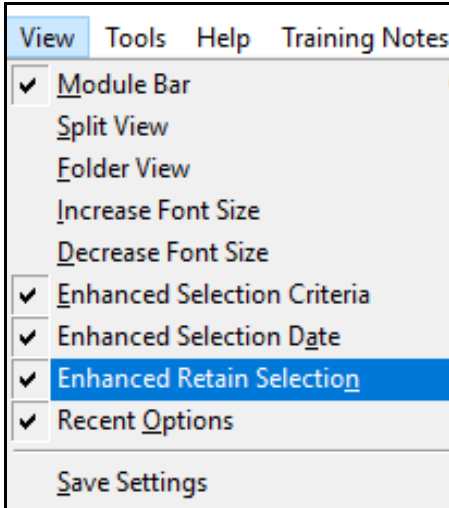
Accounts Receivable

Easily Modify Hidden Inactive Debtors

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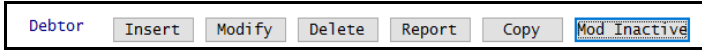
General Ledger

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.
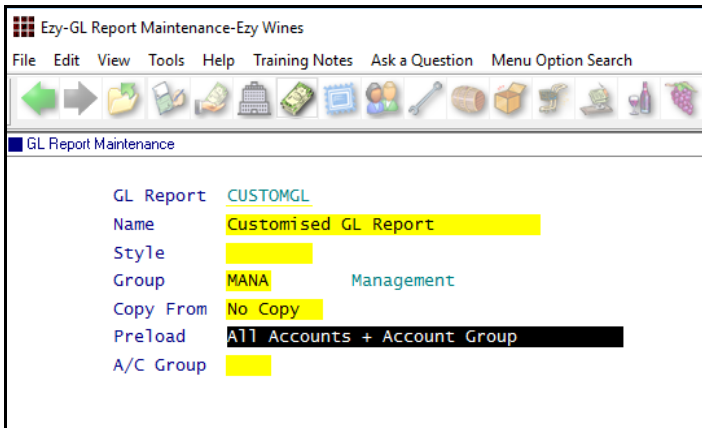
GL Account Group ? Selection

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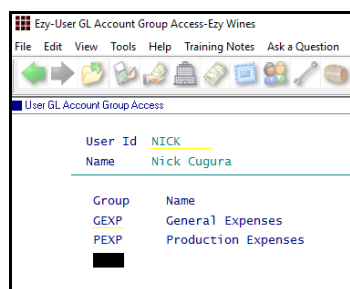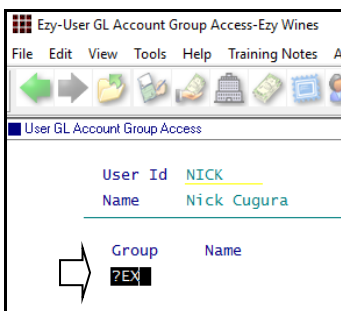
Payroll

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.

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.

Payroll (cont'd)

JobKeeper (cont'd)

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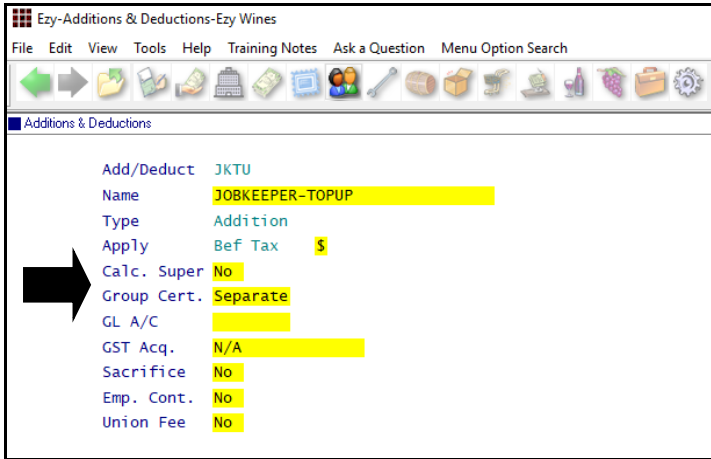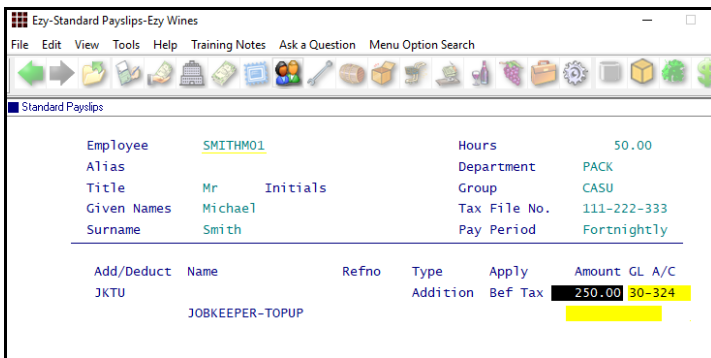
If an employee is still working and earns $1,250 a fortnight, the top-up would need to be $250.

Stood Down Employees

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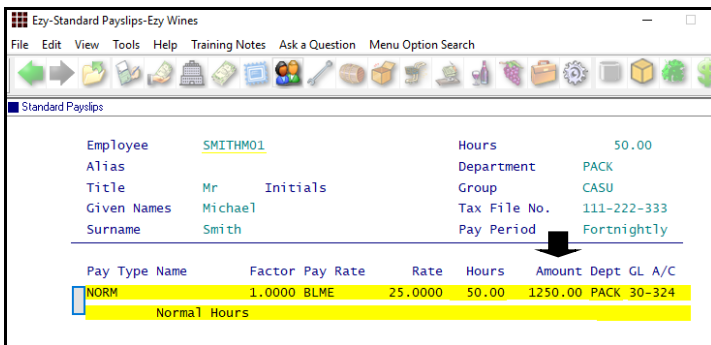
Pay Run

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.

> *Benefit*
>
> - Auto process sales made on this eCommerce platform.

Wine Depot & GTS Freight Integration

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

> *Benefit*
>
> - Provide GTS warehouse with sales to be processed.

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.

> *Benefit*
>
> - Ability to accumulate quantity when same stock item appears in the same location multiple times.
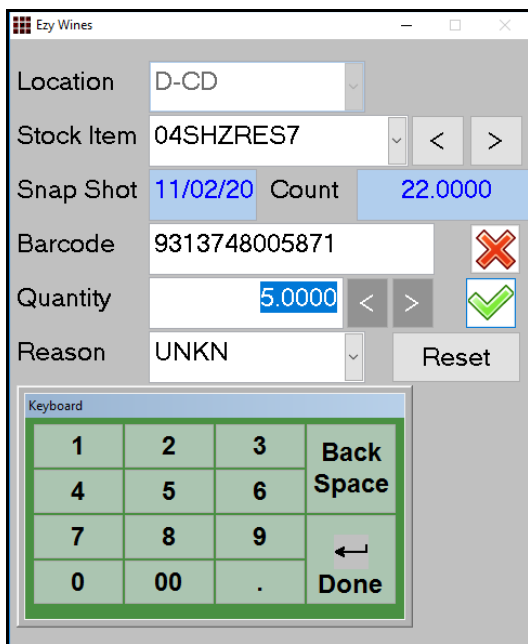
On scanning a stock item for the first time, the current STOH is displayed. If it's incorrect or you simply want to start with zero, click the [Reset] button.

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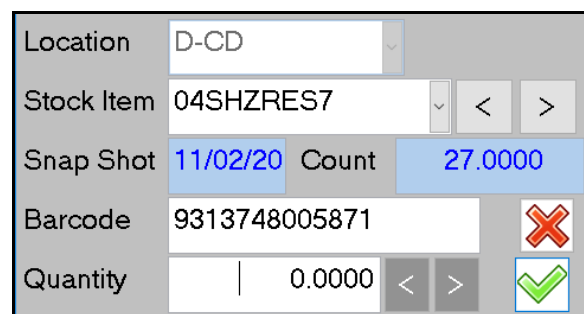
Note: The Stock-Take Snapshot option would need to have been run first.

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.

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.

	A	B	C	D	E	F	G	H
1	debtor	current	pack	quantity	frequency	userid	skipreaso	new
2	ZCUGUN0	Aug	CHRDOZ	1	Always	NICK		Aug
3	ZCUGUN0	Sep	RESMER	6	Always	NICK		Sep
4	ZCUGUN0	Sep	RESSHZ	6	Always	NICK		Sep
5	ZCUGUN0	Nov	RESMER	6	Always	NICK		Nov
6	ZCUGUN0	Nov	RESSHZ	6	Add Once	NICK		Nov
7	ZCUGUN0	Jun	RESSHZ	12	Always	NICK		Jun
8	ZCUGUN0	Jun	WINTERR	1	Always	NICK		Jun
9	ZCUGUN0	Jul	CHRDOZ	1	Hold	NICK		Jul
10	ZDAVER01	Jul	CHRDOZ	1	Always	NICK		Jul
11	ZDAVER01	Aug	CHRDOZ	1	Always	NICK		Aug
12	ZHANLA01	Jul	CHRDOZ	1	Always	NICK		Jul
13	ZHANLA01	Aug	CHRDOZ	1	Always	NICK		Aug
14	ZJONEH01	Jul	WINTERR	1	Always	NICK		Jul

debtorpacks (+)

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.
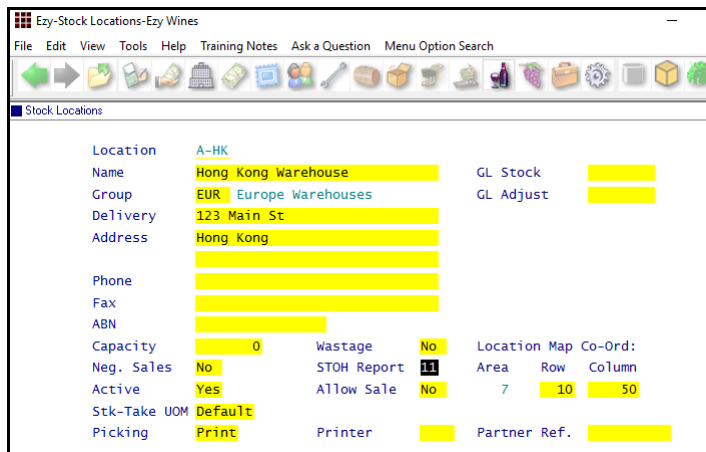
Stock Control

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).*
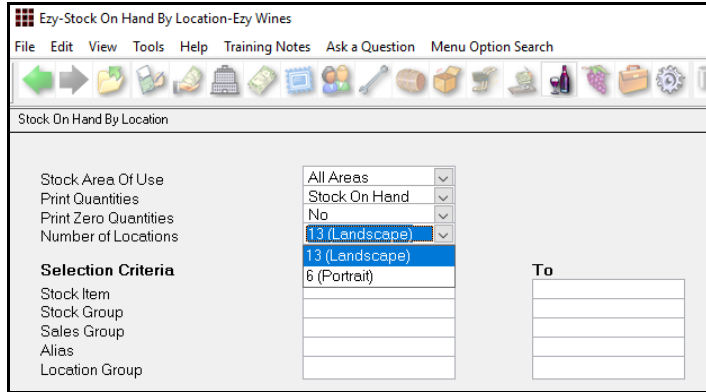
Check that 13 locations have been numbered.

Benefit

- Report more location columns.

Stock Operations Reports
Stock On Hand By Location
Stock Reference Reports
Stock Locations

Platinium Show Award

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

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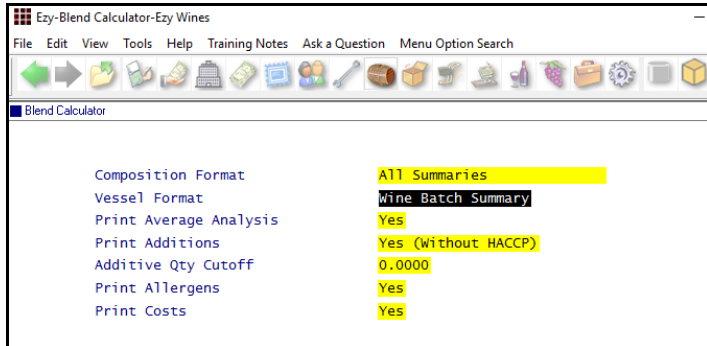Unit (Prod, Cmt)
Litres (Prod, Cmt) and
Stock (Prod, Cmt).

Cellar Operations

Blend Calculator Summary

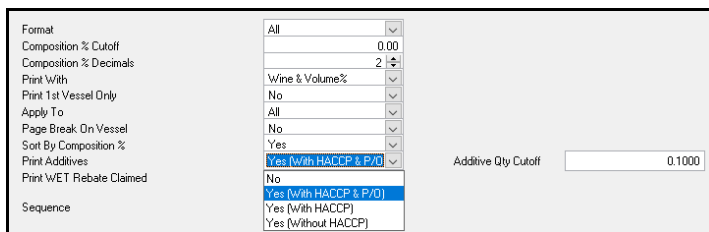'Vessel Format' has been introduced on the report selection criteria, with *Detail* being the current version and *Wine Batch Summary* being a new format.

Benefit

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

Vessel Composition Summary Additives

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

Benefit

- Include additive details.

Cellar Operations (cont'd)

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.

New LIP Rules - Culture/Concentrate

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

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

Cellar Operations (cont'd)

New Grower Booking Export Format 2

<div align="right">Weighbridge Operations
Grower Bookings Export</div>

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

<div align="right">Winemaking Administration
Export Vessel Composition</div>

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.

Cellar Operations (cont'd)
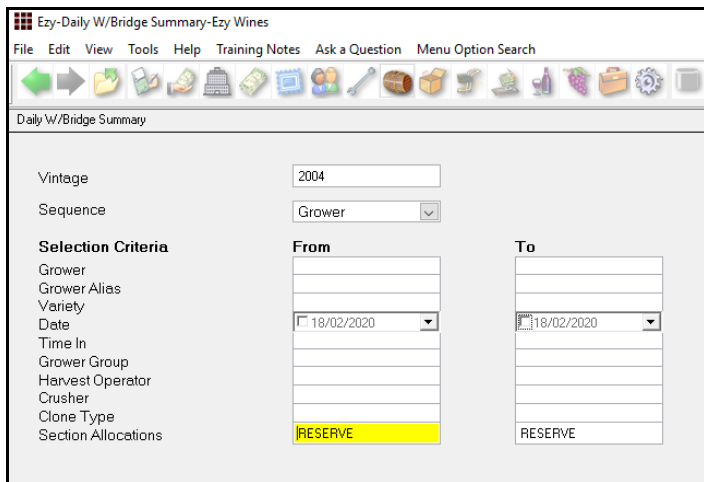
Vineyard Section Wine Allocation Link

'Section Allocation' has been added to the selection criteria when system parameter "Vineyard: Link Section To Allocation" is set to Yes.
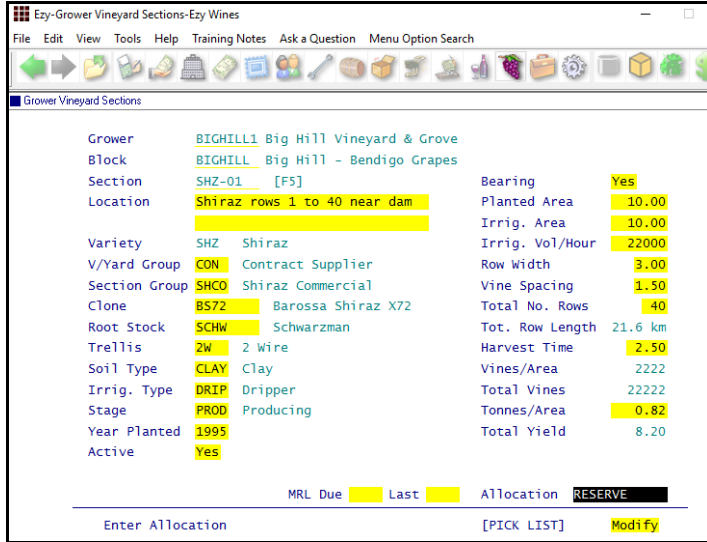
Grower: P/Terms, V/Yard Cost Link Prompt

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.

Cellar Operations (cont'd)

Bulk Receival Record SWNZ and BioGro

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

Bulk Receival/Desp. Operations
Bulk Receival Entry
Cellar Operations Reports
Vessel Grower Composition

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.

System Administration
Stationery Designer
Cellar Operations
Cellar Work Sheet Label Print

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.

Weighbridge Operations Reports
Section Analysis Summary
Varietal Summary
Varietal Extraction Rates

Cellar Operations (cont'd)
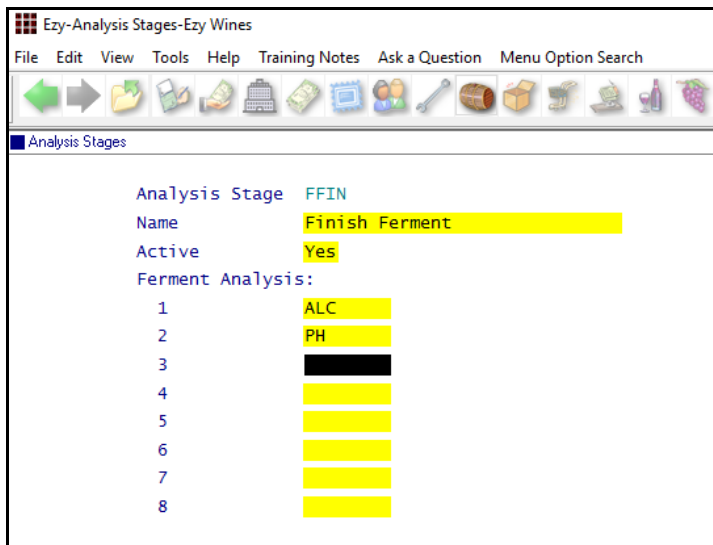
Analysis Stages & Ferment

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.
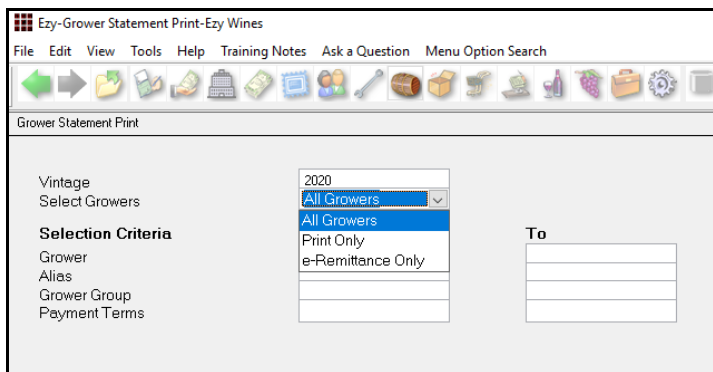
Cellar Reference
Analysis Stages
Cellar Operations History
Vessel Ferment History

Bulk Email Grower Statements

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

Grower Payments Reports
Grower Statement Print
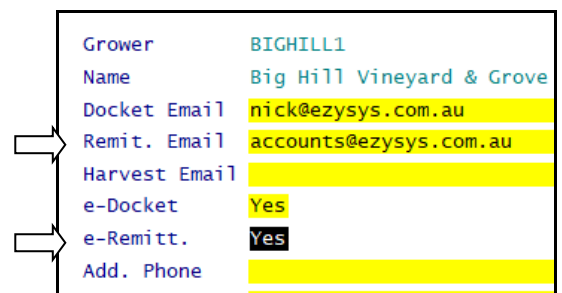
Cellar Operations (cont'd)

Dip Calculator Shows Allergens

[Allergens] button has been added.

[F2]

Distilleries Excise Duty Register Export

New menu option.

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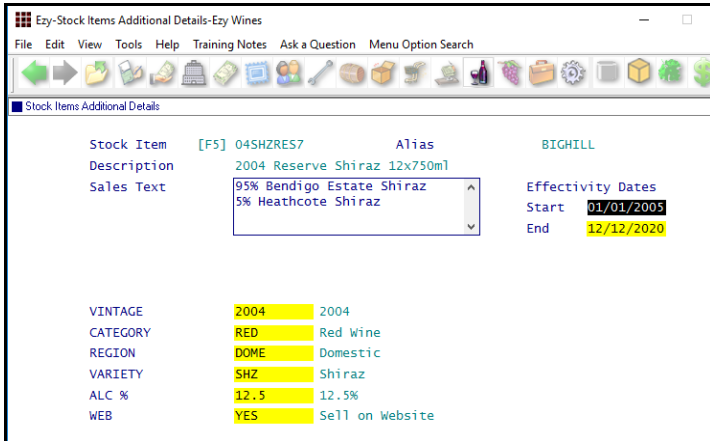- Stocktakes.

Location
- All
- Bonded
- Unbonded.

Bottling

Effectivity Dates Added To Bottling Report Writer

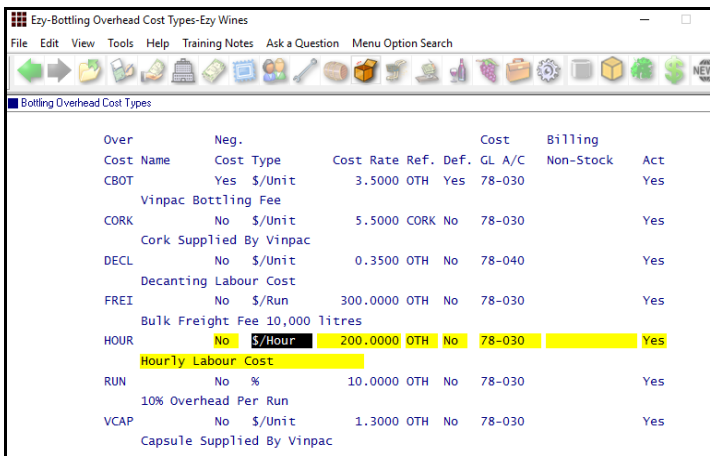Effectivity Start and End Dates have been added to the Bottling Report Writer.

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

$/Hour Overhead Costs

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

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