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New Features in Version 2023

recXpress©   cash·book   eftXpress©

bakXpress

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cash·book

Cashbook Enhancements

Products: Cashbook | On Premise and Web UIs

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Cashbook Enhancements

- <u>Customize G/L Batch Description</u>

- <u>Post Batches Separately</u>

- <u>Send to Cashbook Field Options for AR/AP</u>

- <u>Cashbook Optional Fields</u>

- <u>Reversals in Bank Reconciliation</u>

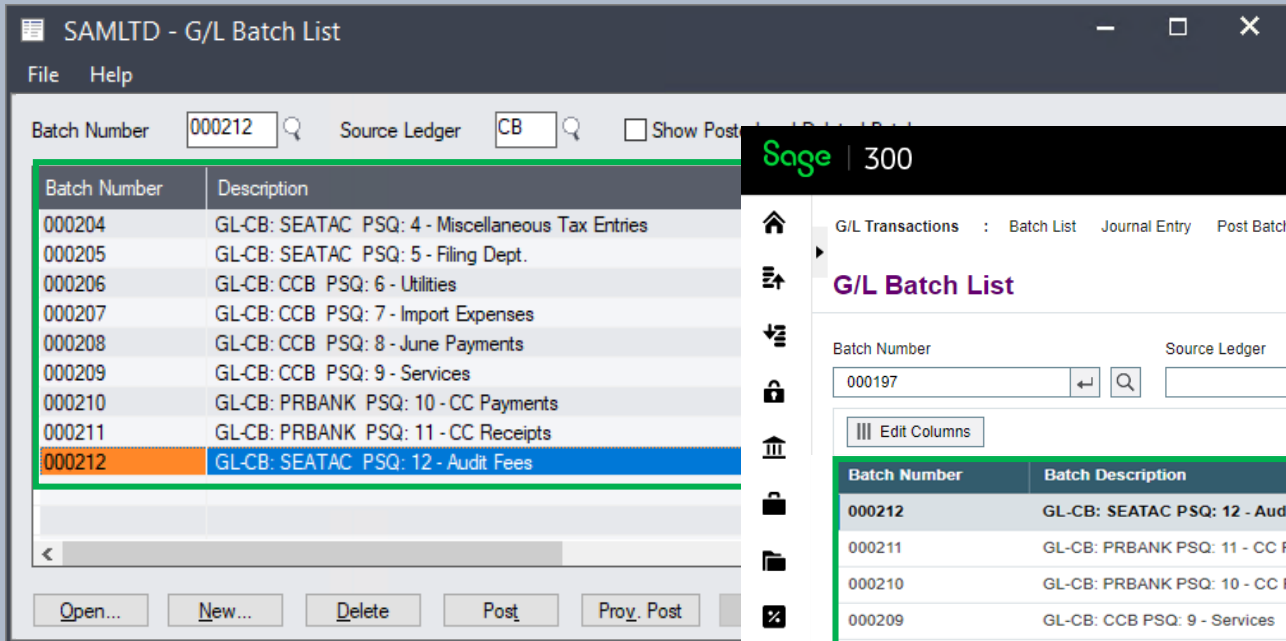- <u>Cashbook Batch List</u>

- <u>EFT Validation in Batch Entry</u>

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Customize G/L Batch Description

Customize the G/L Batch Description sent to General Ledger by setting up your own description to update the Batch Description in G/L Batch List and General Ledger Journal Entry. The following options are available:
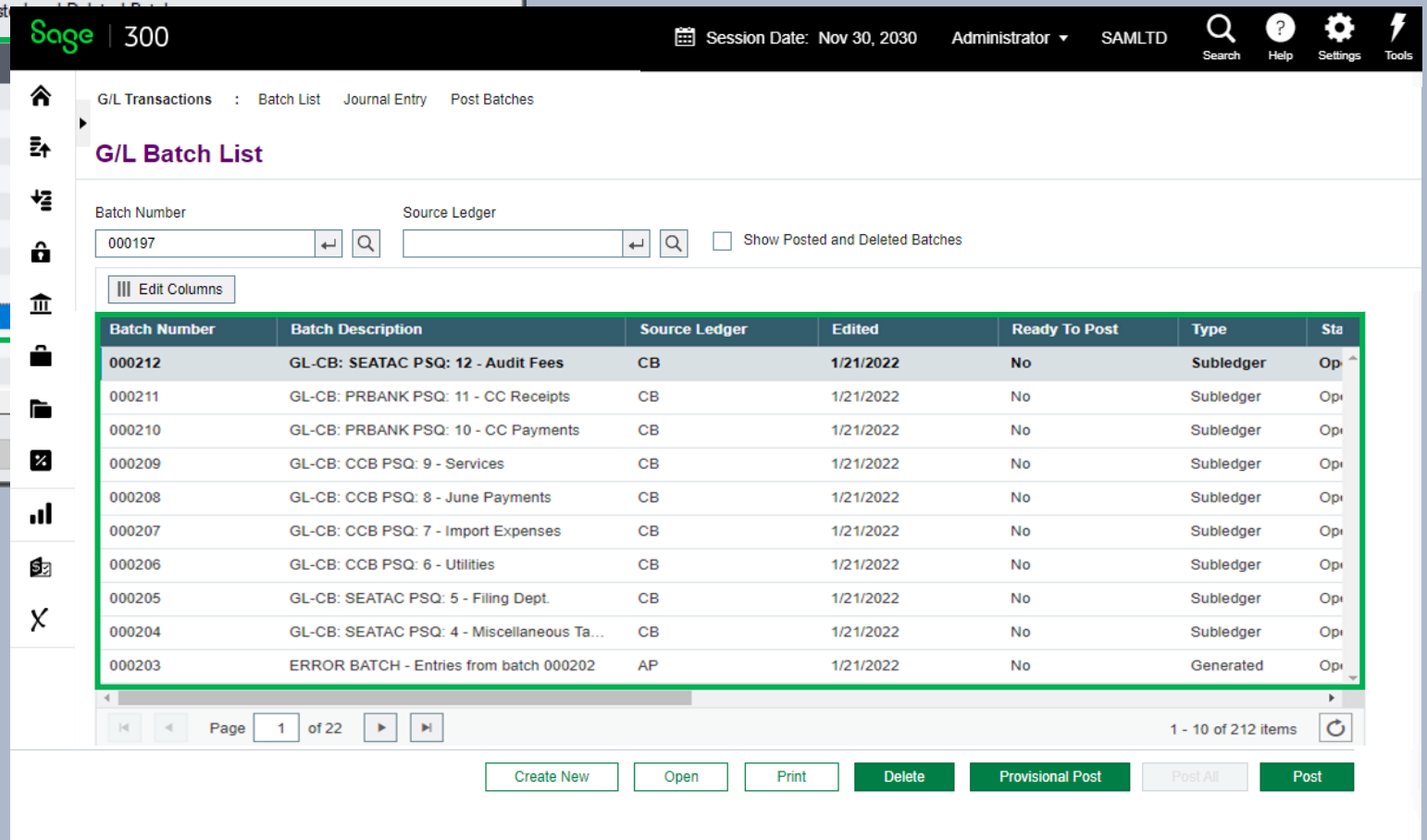- Description
- Segment 1 – 3
  - Posting Sequence
  - Batch ID
  - Bank Code
  - Batch List Description
- Separator
- Specify

G/L Batch List example

Here you can view an example of the customized G/L Description we selected in Cashbook Options in the previous slide:
- Bank Code
- Posting Sequence
- CB Batch List Description

Post Batches Separately

If this option is selected, and the user posts a range of Cashbook batches, a separate General Ledger batch will be created for each Cashbook batch. The Cashbook posting sequence will be the same for the range posted.
Note: All Cashbook G/L entries must be transferred to G/L before changing this option using C/B Periodic Processing | Create G/L Batch

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Send to Cashbook Field Options for AR/AP

In C/B Options | Retrieve From Other Systems you can select the **Send To Cashbook** fields that you want to retrieve from AP, AR or AR Refunds. The field selected will update the reference field in the retrieved Cashbook batch.

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Cashbook Optional Fields – Web UIs

Cashbook Optional Fields setup now available in Web UIs

Reversals in Bank Reconciliation

When reversing a single entry in a Deposit or Single Reference batch, a more detailed description to include the Batch Entry Description is written to the reversed transaction.

Cashbook Batch List – On Premise

If the Show Post Form option is selected, all batches that are set to 'Ready To Post' will be included in the range to post. This is regardless of whether you are on a batch that is set to 'Ready To Post' or not.

SAMLTD - C/B Post Batches

File   Help

STOP Warning: Backup your data before continuing.
This function will post batch entries in the range of batches selected, and update the Cashbook.

Ranges to Post

	From	To
Batches	000010	000010
Banks		ZZZZZZZZZZZZ

Reconcile Transactions on Posting

○ None   ○ All   ○ Zero amounts

☐ Lock Reconciled Transactions

[Post]   [Close]

SAMLTD - C/B Batch List

File   Settings   Help

✓ Show Post Form

Batch [------] ▼ ☑ Show Posted and Deleted Batches   ○ Ascending ○ Descending   Bank SEATAC

Batch Num...	Bank	Description	Ready To Post	Batch Type	Status	Entry Type	
000001	SEATAC	Batch Number 000001		Normal	Posted	Imported	
000002	SEATAC	Batch Number 000002		Normal	Posted	Imported	
000003	SEATAC	Batch Number 000003		Normal	Posted	Imported	
000004	SEATAC	Batch Number 000004		Normal	Posted	Imported	
000005	SEATAC	Batch Number 000005		Normal	Posted	Imported	
000006	SEATAC	Batch Number 000006		Normal	Posted	Imported	
000007	SEATAC	RecXpress Batch		Normal	Posted	RecXpress	6 164,790
000008	SEATAC	RecXpress Variance Batch		Normal	Posted	RecXpress Adju...	0,000
000009	SEATAC	Batch Number 000009		Normal	Posted	Entered	0,000
000010	CCB	Batch Number 000010	Yes	Normal	Ready To Post	Entered	0,000
000011	SEATAC	Batch Number 000011	No	Normal	Open	Entered	0,000

[Open...] [Delete] [New] [Post] [Print] [Generate]   [Refresh] [Close]

EFT Validation in Batch Entry

Improved EFT validation when saving an EFT Batch.

New Security Groups – On Premise
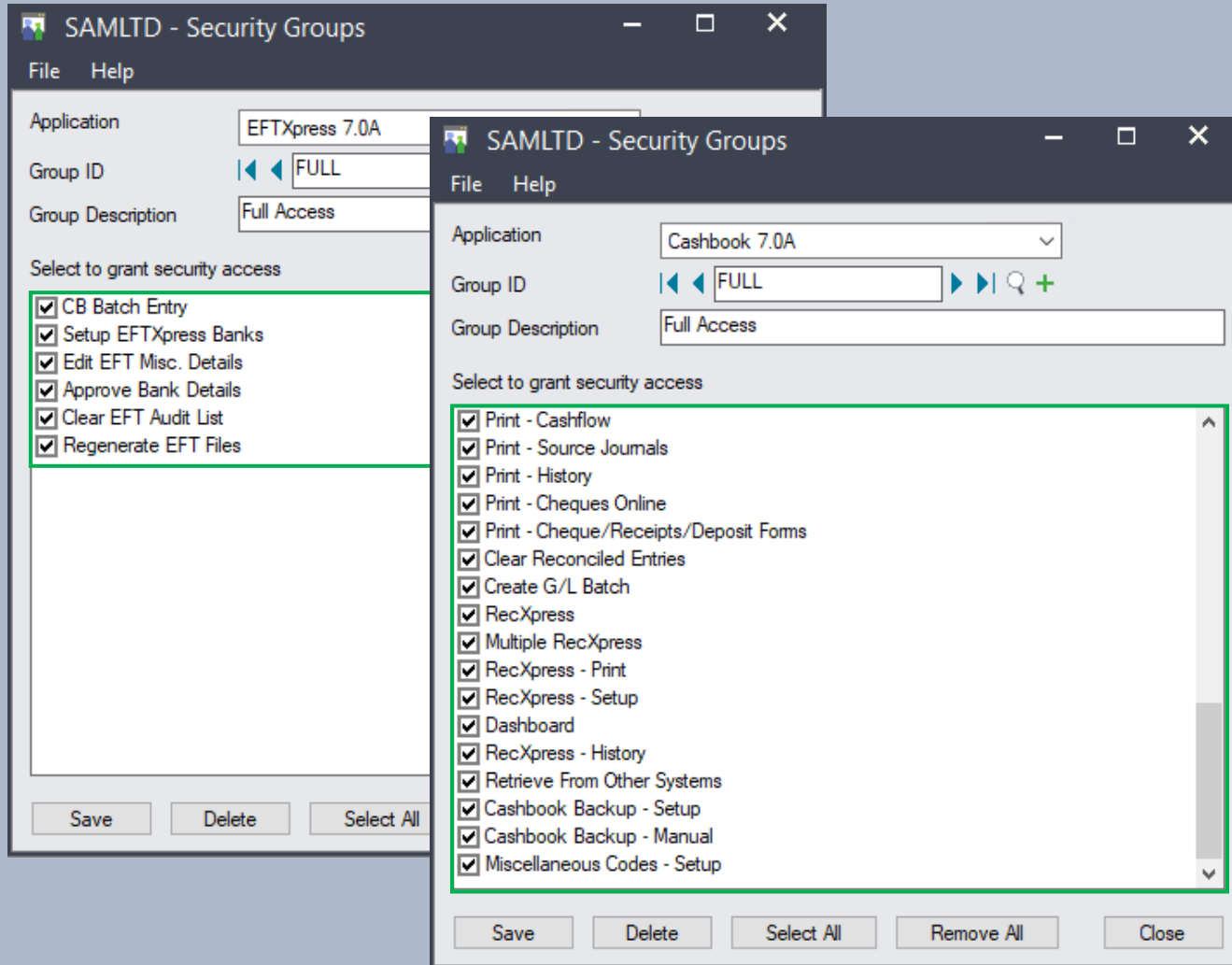
Additional security has been added to Cashbook Security Groups:

Cashbook Backup – Setup: Restrict the backup setup of Cashbook and RecXpress processes
Cashbook Backup – Manual: Restrict the backup setup of manual backups
Miscellaneous Codes – Setup: Override the Setup Maintenance security, if selected, to allow access to Miscellaneous Codes

Additional security has been added to EFTXpress Security Groups:

Clear EFT Audit List – Setup security to allow the clearing of the EFT Audit List.
Regenerate EFT Files – Setup security to allow users to regenerate an EFT file from a posted EFT batch.

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New Product: bakXpress

Products: Cashbook and RecXpress for Cashbook | Web UIs Only

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Backup Setup

User ID: Configure backup options per user

Application: Select the application you would like to setup the Backup options for.
- Cashbook
- RecXpress

File Name: Create Backup File Name by user

Backup options can be configured for each major process performed by Cashbook

- Enable automatic Backups
- Enable confirmation before Backup
- Create custom description
- Include the Posting Sequence
- Include the Batch ID
- Include Batch Description

Note: If any of the options are on for Single or Range Post (posting Seq, Batch ID, Batch Desc), then the default description is not used.

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Backup Setup Report

Print the Backup Setup Report showing the options that have been entered.

Backup Now

Option to process a manual backup on demand

Print Backup Now Report

The Backup Audit Report will print an audit report of each time a backup was performed. If the user declines the backup before running a process, this will also be written to the audit log. Select the User Range, Date Range and the backup Result you would like to print.

Backup Process

Backup Database: Customize the Backup Description before backing up and posting.

If confirm has been selected in <u>Backup Setup</u> the User will be asked to confirm if they would like to backup the database before posting.
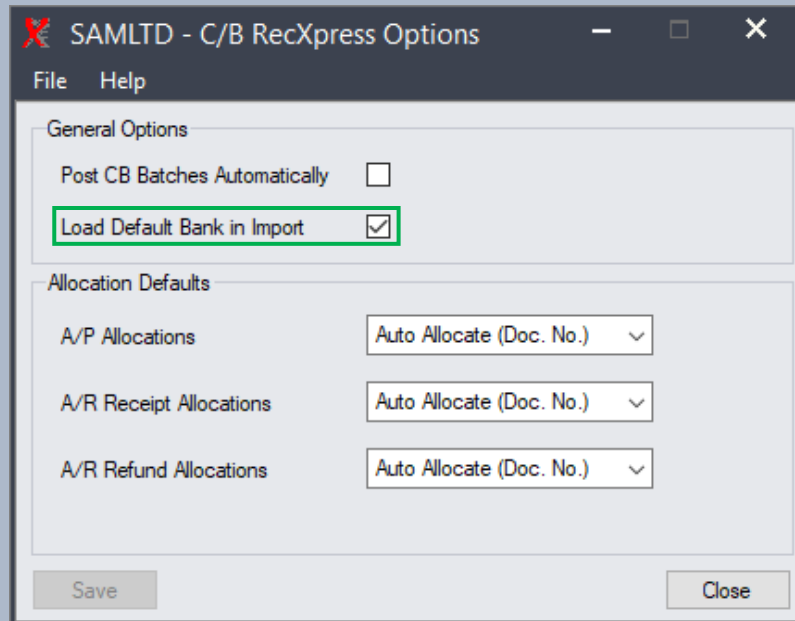
RecXpress Enhancements

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RecXpress Enhancements

- <u>Load Default Banks</u>

- <u>Drilldown</u>

- <u>Unposted Transactions</u>

- <u>Matched to Variance</u>

- <u>Validation to Not Allow Tax Exclusive Entries</u>

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Load Default Banks

Select this option if you would like to load the Default Bank Code setup in C/B Options when opening the RecXpress UI.
This was previously only available for the Web UIs, and we have now made it available for On Premise.

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Drill Down – On Premise

Select the F9 key to load the RecXpress Details screen to view and edit the statement line. This allows for easier data entry of details required for entries selected for batch generation.

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Drill Down – Web UIs

Select the pencil to load the RecXpress Details screen to view and edit the statement line. This allows for easier data entry of details required for entries selected for batch generation.

Added Unposted Transaction Count to the UI

An Unposted Transaction Count has been added showing the number of unposted transactions remaining.

Matched To Variance – On Premise

- Allow matching of variance amount to a posted 'Matched in error' transaction.

- If you have posted a transaction to the bank that was matched in error, and the next statement includes the variance amount, you can match the variance amount to the matched in error transaction.

- In the Cashbook Transactions grid, deselect the checkbox to only show unreconciled entries.

- Match the variance amount from the statement to the matched in error transaction.

Note: The Variance amount must be the exact difference.

Matched To Variance – Web UIs

- Allow matching of variance amount to a posted 'Matched in error' transaction.

- If you have posted a transaction to the bank that was matched in error, and the next statement includes the variance amount, you can match the variance amount to the matched in error transaction.

- In the Cashbook Transactions grid, deselect the checkbox to only show unreconciled entries.

- Match the variance amount from the statement to the matched in error transaction.

Note: The Variance amount must be the exact difference.

Validation to Not Allow Tax Exclusive Entries when Creating a Batch - On Premise

Validation to Not Allow Tax Exclusive Entries when Creating a Batch – Web UIs

EFTXpress Enhancements

Products: EFTXpress for Cashbook | On Premise and Web UIs

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EFT**X**press Enhancements

- FTP/SFTP

- Statement Setup

- File Name and PGP Encryption

- Clear EFT Audit List

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FTP/SFTP – On Premise

- EFT**X**press now allows you to select from a number of output destination options.

- Choose from the Output options where you want the EFT file to be exported to.

- EFT**X**press supports FTP and STFP with password, with Key File and with 2 factor authentication.

- If the bank allows you can upload directly to their FTP/SFTP site or you can use this option internally.

- If you select encryption, the file will be encrypted before it is uploaded.

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FTP/SFTP – Web UIs

- EFT**X**press now allows you to select from a number of output destination options.

- Choose from the Output options where you want the EFT file to be exported to.

- EFT**X**press supports FTP and STFP with password, with Key File and with 2 factor authentication.

- If the bank allows you can upload directly to their FTP/SFTP site or you can use this option internally.

- If you select encryption, the file will be encrypted before it is uploaded.

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Statement Setup

My Statement Example: Setup the description that will appear on your bank statement.

Beneficiary Statement Example: Setup the description that will appear on the beneficiary statement.

Customize your EFT file name in EFTXpress Bank Codes. You can choose up to 5 segments, including the date and time, specifying the length and format for each one. Some banks require a specific file name. You can also use the Optional Fields in EFT Bank Setup.

Use PGP Encryption to encrypt the file generated by EFT. If you have selected to upload it using FTP/SFTP it will be encrypted before uploading.

File Name and PGP Encryption – Web UIs

Customize your EFT file name in EFTXpress Bank Codes. You can choose up to 5 segments, including the date and time, specifying the length and format for each one. Some banks require a specific file name. You can also use the Optional Fields in EFT Bank Setup.

Use PGP Encryption to encrypt the file generated by EFT. If you have selected to upload it using FTP/SFTP it will be encrypted before uploading.

Clear EFT Audit

The clearing of the EFT Audit list has been moved to Clear transactions in Periodic Processing. Only printed transactions will be cleared. Setup security in Security Groups for EFTXpress to allow the clearing of the EFT Audit List. Grant specific Users the Security Rights to perform this task.

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