

## OSAS v7.6 Includes These Additional Features:

### System-Wide Changes

- Manage emails created in OSAS easily with document attachments and body text
- Lock General Ledger periods to prevent posting to closed periods
- Save time in preparing routine reports by saving your report selection criteria and recalling it the next time you print the report
- Easily create reports for non-contiguous lists of customers, vendors, items, and so on
- Save archive copies of any printed report
- Save money by reusing partially-printed sheets of label stock when printing labels
- Secure sensitive areas within vendor, customer, item, employee, and job and phase maintenance with enhanced access codes
- Manage documents by saving PDF or text versions of printed forms, including invoices, purchase orders, checks and more
- Find the transactions you need to work with more easily with enhanced filtering criteria in transactions functions
- Deliver invoices, statements, and purchase orders optionally by fax

### Accounts Payable

- Handle larger vendor invoice numbers with 15-character field lengths
- Preserve all transaction data for later reference with expanded detail history files
- Print checks on blank check stock with MICR encoding (with OSAS on BBj)
- Locate transactions more easily with enhanced filtering criteria in transactions functions

### Bank Reconciliation

- Eliminate duplicate data entry by automatically creating AP transactions for payment amounts during credit card account reconciliation

### Purchase Order

- Spot cost overruns more easily using the new variances-only option of the Receipts and Invoices Report
- Enter and track prepayments on purchase orders

### Accounts Receivable

- Preserve all transaction data for later reference with expanded detail history files
- Handle larger customer check numbers in cash receipts using 10-character field lengths
- Apply sales discounts to individual line items by percentage or amount and then print the discounted amount on the invoice along with the original calculated price
- Reprint historical invoices from the Detail History Inquiry or Invoice History Inquiry functions
- Compare results from multiple years by company, product line, or sales category
- Work with transactions in both current and prior years by batch

### General Ledger

- Trace GL transactions more quickly using GL posting codes, allowing you to see all transactions created from a specific application posting
- Use the GL budget import engine to import budget figures from other sources, such as Excel spreadsheets
- Use the GL transaction import engine to import GL transactions created from other sources, such as spreadsheets and payroll

### Inventory

- Enforce consistency in assigning units of measure to inventory items by optionally setting up approved unit names
- Handle reordering of items built in BK using the same reorder process used for purchasing items
- Quickly review the calculations used to determine pricing in the Price Calculator using the new detailed view

### OSAS Web B2B

- Allow your customers to see ship-tracking numbers for their shipped orders and link directly to shipping web sites for tracking information

### Payroll

- Pay employees using flexible pay rates depending upon the earnings code used in transaction entry
- Assign end dates to scheduled deductions for employees to handle time-sensitive deductions (such as garnishments)
- Print checks on blank check stock with MICR encoding (with OSAS on BBj)
- Use the Payroll transaction import engine to import Payroll transactions created from other sources, such as time clocks
- Save money by reusing partially-printed sheets of label stock when printing labels

### Resource Manager

- Control the emailing of forms more closely using the E-Mail Queue Inquiry function with optional approval requirement
- Quickly identify the functions in which users are currently working within User Activity Inquiry
- Establish access to OSAS functions by defining roles and assigning one or more of those roles to users within OSAS
- Prevent transactional activity for restricted or closed bank accounts with the active/inactive status flag for bank accounts
- See plain text values for status and type fields in F2 inquiry windows

### Sales Order

- Issue Return Merchandise Authorizations to customers and track the receipt and inspection of returned merchandise using the RMA functions in Sales Order
- Laser-print graphical plain-paper picking slips, packing lists, and bills of lading
- Save time when entering ship tracking numbers with streamlined entry within transactions
- Specify default sales representatives by ship-to address

**... and many more!**