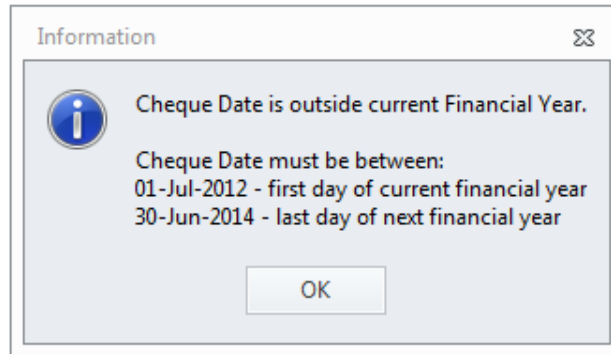


How to continue to use Jim2 when you haven't closed the appropriate Financial Years

This document will explain:

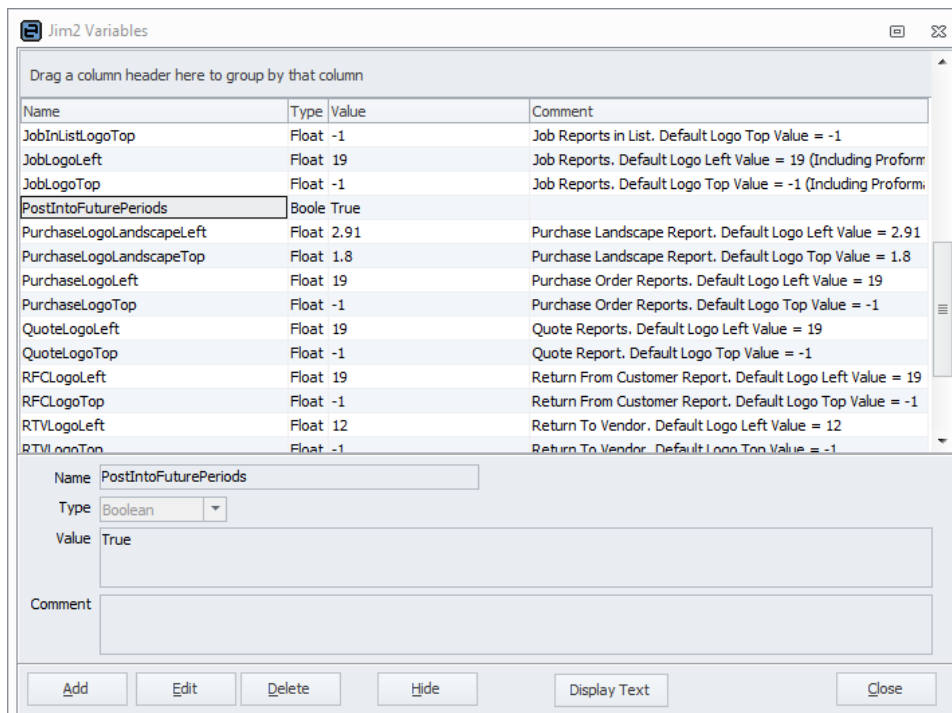
1. That Jim2 manages databases trading over two (2) consecutive financial years.
2. That you need to close financial years to maintain accurate records.
3. How to manage Jim2 when the following (or similar) message is displayed:



As you are aware, Jim2 allows you to have two financial years running concurrently. There is a way to temporarily override this, but you must be extremely careful as this overrides all date control, and security over date control, in your Jim2 database.

Once you add in the Global Variable, it means that users can mistakenly date something in any past financial year that has not been closed off, or any date in the future, thereby creating problems in the database.

Go to Tools > Global Variables > Add as shown below, and save.



We cannot stress enough that:

- This is intended as a TEMPORARY measure until you can close the financial year(s).
- Everyone using the system must take extreme care with dates from now on until you are ready to disable this again.
- You should make closing off the earlier financial year(s) a priority.

To disable the Global Variable, edit it and change the Value to FALSE (or delete it).

For further assistance or information please call Happen support on 02 9570 4696 or email support@happen.biz