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Jim2® Business Engine Version 2.18

Release Notes

Jim2® Business Engine V2.18 release notes – 7/11/07

Official Release - Build 2358 with Jim2 Search and Notes.

We are proud to announce the release of Jim2® BE version 2.18. This release includes many new features and enhancements.

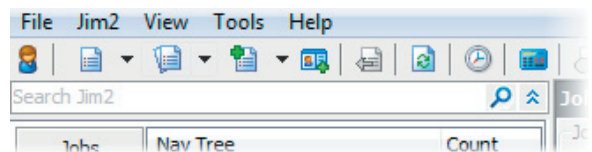
Jim2® has always been very 'business process' centric in line with its workflow philosophy and in fact this is one of the key benefits of Jim2 over most competing ERP software. However, due to your feedback version, 2.18 expands on this by becoming much more customer orientated, with CRM functionality including new Searching and Notes features, improvements to CardFiles that allows easy access to all things regarding that Customer/Supplier (transactions), and enhancements to Scheduling, including reminders and recurring tasks.

On top of all this, 2.18 includes full multicurrency for exporters as well as importers, an updated user interface including Vista theme support, a brand new Cash Flow Analysis feature, CardFile merging, major enhancements to Manufacturing, new shortcut keys, Quick Add CardFile, and loads more.

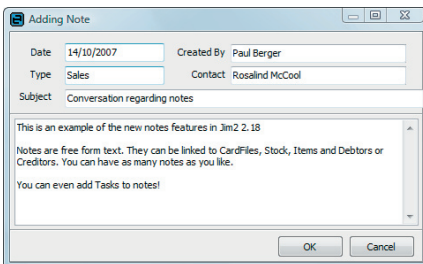
Features and Enhancements summary

Jim2 Search

In addition to the powerful searching in Jim2 lists we have added a central search engine that will easily and quickly search your entire Jim2 database for almost anything, including CardFiles, Contacts, Stock, and Serial numbers. This search engine has also been added to CardFile Lookups and Stock Select, so locating customers and Stock is easier than ever before and minimises the risk of duplication.



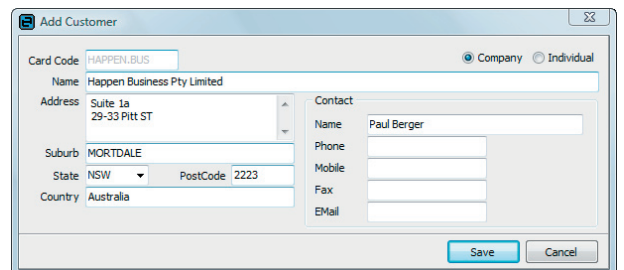
Notes



You can now add Notes to CardFiles, Stock, and Items, including being able to schedule tasks (phone calls, reminders etc). Therefore, you can ensure that all customer/supplier contact is recorded and your after service and sale calls are followed up.

Quick CardFile Add

Our Retail clients have been asking for a mechanism to quickly add Customer CardFiles on the fly, including automatic generation of CardFile codes. This new feature benefits from Jim2 Search, in that you can quickly search for a customer, add them on the fly and continue adding or editing. Great for busy work environments.



CardFile 360 degree view, CardFile Notes, Tasks tab, Vendor Credit Limit & more

CardFiles now include a new Transactions tab displaying Invoices, Returns, recently purchased Stock, recent Jobs, Quotes, and Purchase Orders. In addition to Transactions tab, there are now tabs for Notes and Tasks giving users a 360 degree view of all their dealings with that Customer and/or Supplier.

Also, don't forget to check out the new Vendor Credit Limit functionality and CardFile contact types.

CardFile merging, deleting, and duplicate checking

To minimise and resolve the issue of CardFile duplications we have added the following functionality:

1. Adding Cardfiles now checks existing CardFile records, reducing the chance of duplications
2. Merging one CardFile into another including all existing transactions, to remedy duplications
3. Deleting CardFiles, even when the system is in use by multiple users.

Cash Flow Analysis

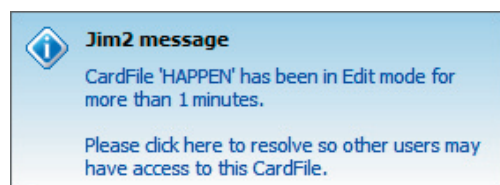
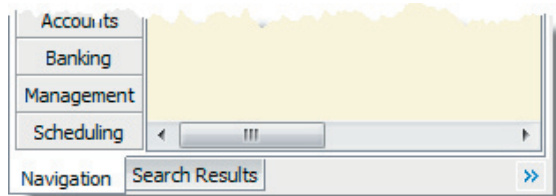
Forecast and easily predict your cash requirements (position) up to 180 days in advance. As a Management tool this will automatically include outstanding Debtors and Creditors, and extras including Rent, Wages, Lease payments and more..

Updated User Interface, Shortcuts, Popups and Vista themes

New Navigation and Search tabs, Search Toolbar, Nav Tree searching and Quick Add CardFile icon.

New Shortcut keys including:

- Ctrl L** Jim2 Search (Locate)
- Ctrl T** Toggle Navigation/Search tabs (Toggle)
- Ctrl N** Focus Nav Tree.
Simply type to locate within your Nav Tree (Navigation)
- Ctrl Q** Quick Add CardFile (Quick Add...)
- F5** Access lookups and selection screens (when on Card#, From# etc)



We have also redesigned our 'Popup' messages for Edit warnings, and when tasks are assigned to you are added or modified, The 'Popup' no longer takes control of the form.

Additional support for Vista themes and dialogues.

Full Multicurrency

Jim2's optional Multicurrency feature now includes FULL multicurrency transactions on Purchases, Sales and Bank accounts, including journals and cheques/deposits. Easily predict your exact foreign currency exposure for a given currency and revalue as required, which is invaluable for importers and exporters.

Debtors and Creditors enhancements

- Full multicurrency support including opening debtors/creditors balances.
- Debtors payments directly into Bank accounts, bypassing Unbanked funds.
- Debtors and Creditors lists now include credit limits and displaying in red if that limit is exceeded.
- You can now pay Creditors from, and receive Creditor refunds to, Unbanked funds.
- Creditors now shows the Till# if a payment was made via a Till.
- Separate Reverse and Delete payments buttons on both Debtors and Creditors.
- The ability to reverse a single payment allocation or the entire payment allocation.
- Debtors Allocate Payments tab now display the Cust Ref# (from related Invoice).
- Debtors List now includes a Credit Hold search criteria allowing you to send them Statements
- Creditors now display any related Electronic Banking session (as per Banking Session in Debtors) with right click to view.

Scheduling enhancements

Scheduling now includes reminders and recurring tasks and displays 'Popup' messages.

Watchout enhancements

Watchouts (formally Watchout notes) now includes Watchouts on Items. The timing of certain Watchouts has been modified, for example a 'Finish' Watchout now occurs when the Status has changed to 'Finish' rather than on save.

Manufacturing enhancements

Manufacturing now optionally allows the labour costs involved in the manufacturing process to be included in the manufactured product's COGS. This is offset by a new linked Manufacturing Labour Cost account. Stocktake has also been enhanced to more easily handle stock that has been manufactured.

Purchase Order enhancements

Quickly receive stock by automatically updating the Quantity Received.

Quote enhancements

The Quote form has been enhanced to include Invoice and Fault Descriptions for Service related Quotes and the ability to find Jobs related to a Quote via the new 'Linked Jobs' tab.

Jobs enhancements

We have had a lot of customer feedback regarding providing a way to quickly create Quotes from Jobs – hence the new 'Create Quote' button in Job. We have also added the ability to copy Labour related comments to Job Comments.

Stock enhancements

New Price Calc Methods including '**List - Percent**', '**Price Level - Percent**' and '**Price Level - Discount**'.

The new 'Price Level' allow a price to be based on another Price Level. This is especially useful for producing and maintaining multiple lists in multiple currencies. For example, Price Level 1 USD is List Price USD. Price Level 2 USD is based on Price Level 1 USD less 10% discount.

Advanced Warehouse Management - Scan and Pick

Advanced Warehouse Management now allows full scan and pick. This allows users, while picking stock in the warehouse, to scan the Stock Bin, and then scan Stock directly into the Picking form

Just a special note for all our new sites – welcome! These release notes should provide some insight into the sort of changes that are introduced during version upgrades, and how YOU can take advantage of them at your site. With easy to follow screen shots, look through each one carefully to see if they can add functionality to your site.

Technical Information & Requirements

Windows Vista Support

Windows Vista (all editions) is supported by Happen and is compatible with Jim2[®] BE v2.18.

Database V141

To upgrade from Jim2[®] v2.17 to Jim2[®] v2.18 backup your database then run **jim2upgrade_218_2348.exe** from your server.

The Jim2[®] update program will automatically update existing version 141 or higher databases to the current version 144. That is – by running the Version 2.18 upgrade, you will have access to these new features and functions WITHOUT affecting your existing Jim2[®] records.

To manually update a database you have restored:

1. Use the Jim2[®] Update program and select the **Jim2update141-144.pas** script, from the UpdateFiles folder in your Jim2[®] folder.
2. New reports, scripts etc can installed by importing the **jim2reports_v218.jrpt** file via the Jim2[®] Report Designer.

Both these files can be located in the UpdateFiles subdirectory after running the **jim2upgrade_218_2348.exe** upgrade program.

Jim2Server V2.18

Jim2Server has been updated in support the new features in Jim2[®] v2.18.

Microsoft SQL Server

Jim2[®] now fully supports all versions of Microsoft SQL Server from version 2000 onwards including...

SQL Server 2005 Enterprise Edition (both 32 and 64 bit versions)

SQL Server 2005 Standard Edition (both 32 and 64 bit versions)

SQL Server 2005 Workgroup Edition

SQL Server 2005 Express Edition

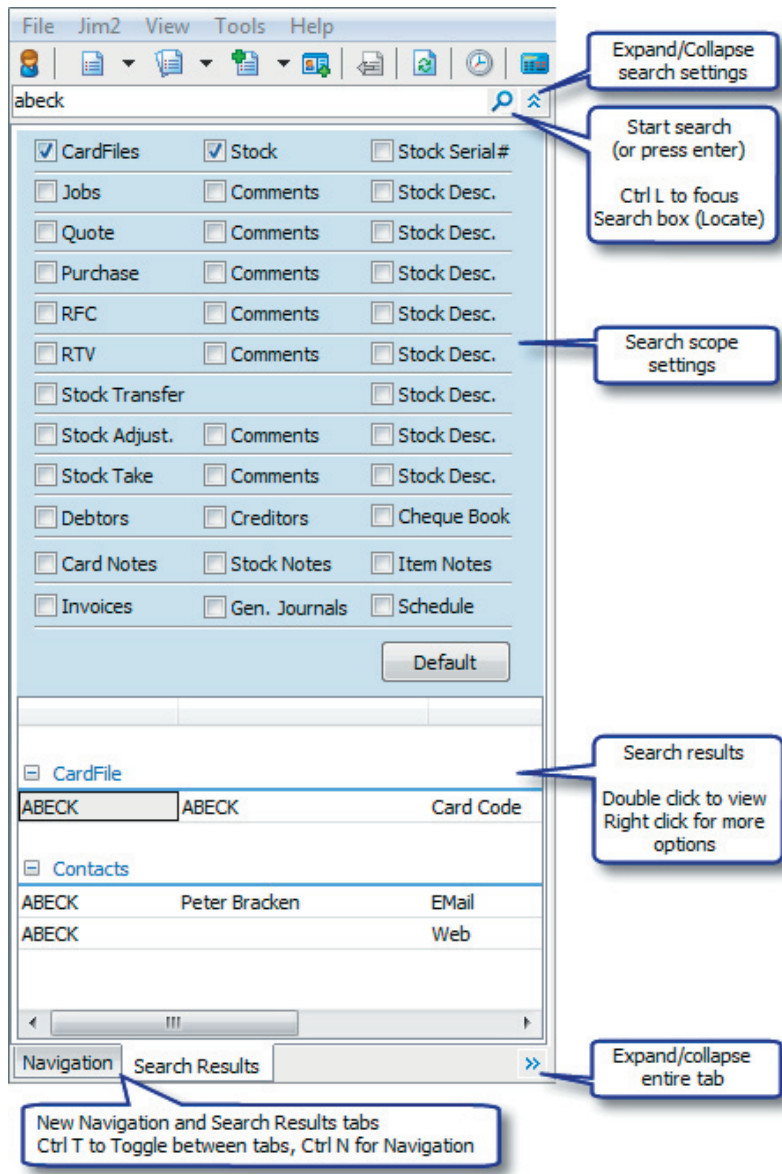
Microsoft SQL Server 2000 (with service pack 2 or greater)

Microsoft MSDE 2000 (with service pack 4 or greater)

Please also note that Microsoft SQL version 7 is no longer supported by Happen Business.

Jim2 Search

Version 2.18 now includes a completely new Search feature. The search feature allows you to easily and quickly search all areas of your Jim2® database including:



CardFiles and Contacts, Stock, Serial numbers, Jobs, Quotes, Purchase Orders, Customer Returns (RFC), Vendor Returns (RTV), Stock Transfers, Stock Adjustments, Stocktake sessions, Debtors, Creditors, Cheque Book, Notes, Invoices, General Journals, and Scheduling (Tasks).

The user interface has been updated to include a new tab control. The Sidebar and Nav Tree are now located under the 'Navigation' tab. Also on this tab control is the 'Search Results' tab. Directly above the tab control is the Search Jim2 box.

To search Jim2®, simply type the text that you want to find into the Search box and click the Search icon (or press Enter).

The Search Results tab will display the results of your search, grouped by the Object (CardFile, Contact, Stock etc) that contains the text. In the case of a CardFile, the result will show the Card code, the Card's name, where the text was located (Delivery Address, Email etc), and the actual text the search was located in.

Double clicking on the Search Results grid will open that object (CardFile etc). You can also press F2 (to view) or F9 (to Edit) as standard throughout lists in Jim2®.

You can quickly initiate a Search by pressing Ctrl L (Locate) at any time.

To return to the Nav Tree, click the Navigation tab. Pressing Ctrl T (Toggle) will toggle between the Navigation and Search Results tabs.

By default, the scope for a search is CardFiles, Contacts and Stock. To expand or limit the search scope, click on the expand icon to the right of the Search icon. A list of other searchable areas will be displayed.

Note that the more areas included in the Search scope, the slower the Search process.

Search Hints

You can quickly refine your search by including a search hint. For example **job:hello** will limit the search to Jobs that have the word hello. Typing **job#12345** will display that Job in the Search Results.

Search Scope	Search Hint	Examples
Jobs	job or j	j: happen, job: happen, j# 1234
Invoices	invoice or i	i: happen, invoice: happen, i# 1234
Quotes	quote or q	q: happen, quote: happen, q# 1234
Purchase Orders	purchase or p	p: happen, purchase: happen, p# 1234
CardFile	cardfile or c	c: happen, cardfile: happen, c# happen
Return From Customer	rfc	rfc: happen, rfc# 1234
Return To Vendor	rtv	rtv: happen, rtv# 1234
Stock	stock or s	s: happen, stock: happen, s# happen
Serial Numbers	serial or sn	sn: 1234, serial: 1234
Stock Transfers	transfer or t	t: happen, transfer: happen, t# 1234
Stock Adjustments	adjustment or a	a: happen, adjustment: happen, a# 1234
Stock Take sessions	stocktake or k	k: happen, stocktake: happen, k# 1234

Notes - New Feature

Notes is a great new feature that allows you to record free form text notes against CardFiles, Stock and Items. Debtor and Creditor notes have also been updated to the new Note format, providing a consistent use of Notes throughout Jim2.

Notes can be used to record any text related against CardFiles, Stock, Items, Debtors and Creditors. For example, non Job/Quote/Purchase related conversations with Customers or Vendors; additional sales information on Stock; service tips on Items, in fact anything you like!

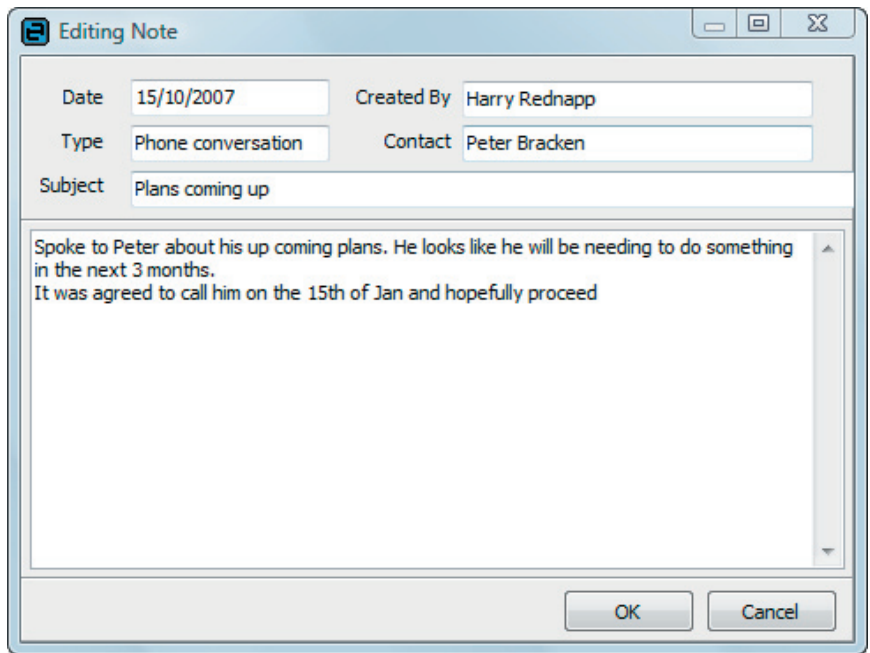
You can also schedule tasks on Notes, such as follow up phone calls and reminders.

Accessing Notes

Notes can be accessed from the Notes tab on CardFiles, Stock, Items, Debtors and Creditors.

A list of all related notes will be displayed. Notes can be Added, Edited, Deleted and Viewed from this tab

Note: Watchout Notes have been renamed Watchouts to avoid any confusion.



CardFile Enhancements - Overview

Jim2[®] v2.18 includes many enhancements to CardFiles, including Quick CardFile Add, improved CardFile searching, CardFile merging, and a new Customer/Vendor centric view of all things related to that CardFile including Notes and Tasks. CardFile adding now also includes additional checking for duplicates on saving and new Contact Types to more accurately forward emails and faxes, depending on the document (Report) type.

Quite simply, it is now much easier to find a CardFile, much quicker to Add, easier to get rid of duplicates, and once you are viewing a CardFile you now have a complete view of all interactions. In short, Jim2 is now much more CRM orientated.

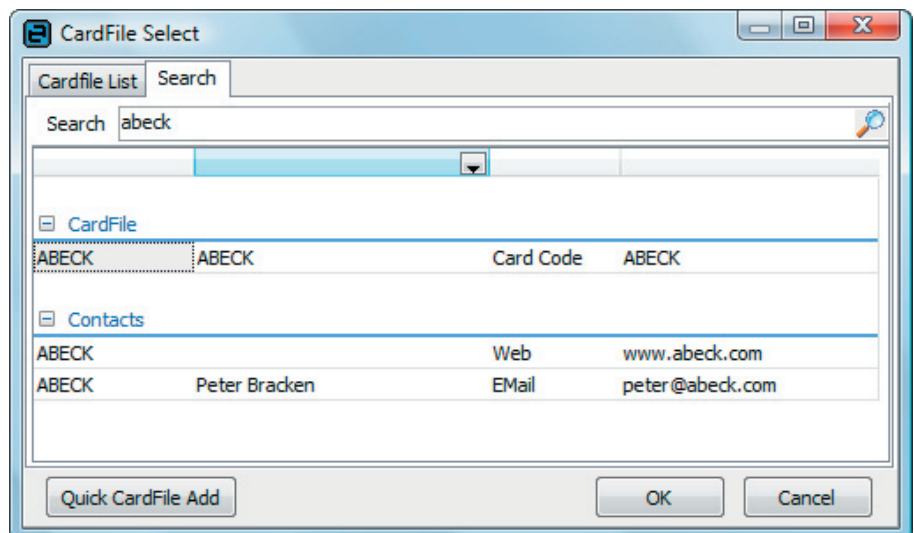
Improved CardFile Searching

The CardFile Select screen now includes the standard CardFile List and a new Search Tab featuring Jim2 Search.

When starting a new CardFile lookup (from a blank Cust# on Quotes for example), the select screen will automatically focus the Search tab ready for you to enter you search text. Simply type your search and press enter to see the Search results. If you are unable to locate the desired CardFile, click the Quick Add CardFile button. In this case the CardFile will be added and be automatically entered, ready to use. See Quick Add CardFile below for more details...

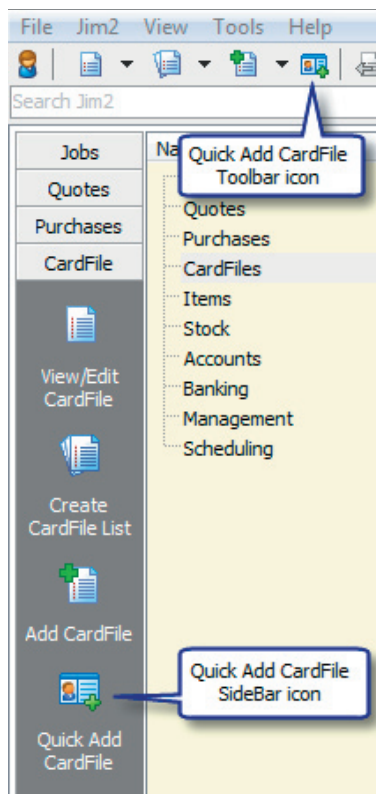
If a valid Card Code has been entered prior to initiating the CardFile Select screen, Jim2[®] will locate that Card Code on the CardFile List tab.

Shortcut: **Ctrl L** shortcut will focus the Search text box.



Quick Add CardFile - New Feature

Quick Add CardFile allows you to quickly add Customer CardFiles on the fly. Click the 'Quick Add CardFile' icon from either the SideBar (under Cardfiles) or the Toolbar, or via the **Ctrl Q** keyboard shortcut. You can also Quick Add from the CardFile Select screen (when customer related).



On the Quick Add CardFile form, firstly select if the customer you are adding is a company or an individual. This determines both how the Card Code will be automatically generated and how the Contact details will be used.

Company: Entering 'Happen Business Pty Limited' as the name will automatically generate HAPPEN.BUS as the Card Code and leave the Contact details blank.

Individual: Entering 'John Smith' as the name will automatically generate 'SMITH.JOHN' as the Card Code and add the contact name.

Only Customers and one contact (primary) and their contact details can be added via Quick Add CardFile. All other details such as Price Level and Terms will be default as per your CardFile Options settings. The CardFile can be edited and modified in the normal way once added.

The 'Add Customer' form is shown with the following fields and values:

- Card Code: HAPPEN.BUS
- Company/Individual: Company (selected)
- Name: Happen Business Pty Limited
- Address: Suite 1a, 29-33 Pitt ST
- Suburb: MORTDALE
- State: NSW
- PostCode: 2223
- Country: Australia
- Contact Name: Paul Berger
- Phone, Mobile, Fax, EMail: (empty fields)

Buttons: Save, Cancel

CardFile 360 Degree View - New Feature

CardFiles have been greatly enhanced to provide a full 360 degree view of all interaction with that CardFile giving a much more CRM or in this case CardFile Relationship Management as this also includes Vendors transactions. New tabs include Transactions, Notes and Tasks.

Transactions tab

From the Transactions tab are all current (active) activities such as Jobs, Purchases, Quotes, and any recent transactions that have occurred in the past 90 days. Each tab shows you a filtered list of their equivalent in normal Lists, including Sales Register (Invoices and Return From Customer), Job list, Purchase list, Quote list etc.

- Jobs: List of active Jobs and Jobs invoiced in the past 90 days.
- Quotes: List of active Quotes and Quotes Accepted in the past 90 days
- Sales Register: List of recent Invoices and RFCs (Return From Customer)
- Stock: List of recently purchased stock
- Purchase: List of active Purchase Orders and Purchases finished in the past 90 days
- Return To Vendor: List of active RTVs and RTVs Finished in the past 90 days
- Debtors: Outstanding Invoices and Credits
- Creditors: Unpaid Purchase Orders and Credits

Right clicking on any of the above lists and clicking 'Show All' will show all transactions regardless of date.

Notes Tab

The Notes tab shows all Notes related to this CardFile including the Contact the Note is related to.

Tasks Tab

The Tasks tab shows all Tasks (Appointments, Phone Calls, To Do's etc) related to this CardFile.

The 'Viewing CardFile - ABECK' window shows the following details:

- Card Code: ABECK, A.B.N. 68 999 111 450, Contact: Peter Bracken
- Name: ABECK
- Address: 72 Bonds Road, Suburb: Mortdale, State: NSW, PostCode: 2223, Country: Australia
- Delivery Address: 72 Bonds Road, Suburb: Mortdale, State: NSW, PostCode: 2223, Country: Australia
- Acc. Mgr: (empty), Groups: No groups assigned

Active checkboxes: Customer, Vendor, User, Personal, Ship

Tabs: Jobs, Quotes, Sales Register, Stock, Purchase, Return To Vendor, Debtors, Creditors

Table:

Job#	Status	Mode	Cust#	Cust Ref#	Item#	ItemDesc	Se
126	Booked	Picked	ABECK		SALE	Sale of Goods	
82	FINISH		ABECK	W	SALE	Sale of Goods	
71	Booked		ABECK		SYS.P3+	Pentium III System	71
70	Booked		ABECK	19980/6	SALE	Sale of Goods	

Buttons: Edit, Close

Bottom tabs: Card, Customer, Vendor, Contacts, Transactions, Watchouts, Notes, Tasks

CardFile Merging and Deleting

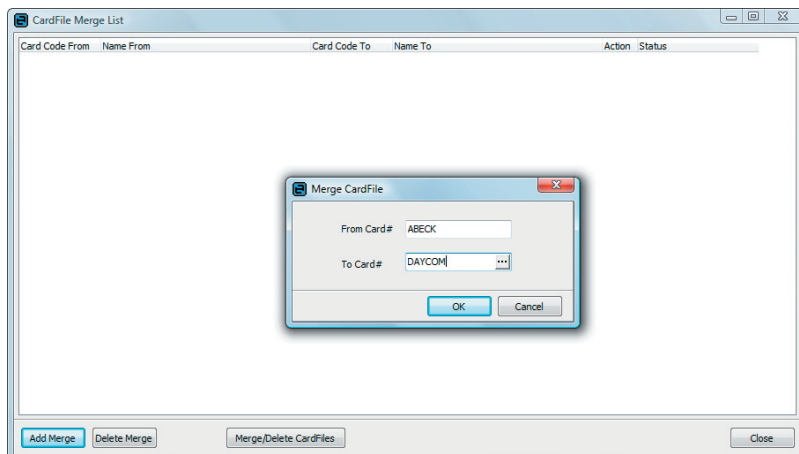
Merging

CardFile merging allows one CardFile to be merged into another. This is great for correcting things such as when the same Customer has been added twice, and transactions have occurred on both related CardFiles.

To merge CardFiles, select **Jim2 > CardFiles > Merge CardFiles** from the main menu. The CardFile Merge List will then appear. Click the **'Add Merge'** button and select the **'From'** and **'To'** CardFiles. You can add as many 'merges' as you wish to the Merge CardFile List.

When you are ready click, the **'Merge/Delete CardFiles'** button. If Jim2[®] can merge the CardFiles at that time they will be merged and disappear from the list. If they cannot be merged, they will be left in the list with an indication (Status) as to why.

When merging CardFiles, there must be no activity within your Jim2[®] database, that is users can be logged on but not editing or adding. Of course this is very rare in a busy Jim2[®] environment so the merge process will flag CardFiles as 'Ready to Merge' and update the 'From' CardFile to inactive. Any attempt to edit the 'From' CardFile will indicate that it is currently 'merging'.



This is due to the real time nature of Jim2[®]. The Merge/Delete process has to guarantee that someone is not adding an object (Job etc) whilst you are merging/deleting that same CardFile.

At any point in time you can open the CardFile Merge List and complete the Merge/Delete process.

All transactions, both historic and active, of the 'From' CardFile will be merged into the 'To' CardFile. The log entry on the 'To' CardFile will be also updated to indicate that a merge has occurred.

It is important to understand that the merge process is designed to eliminate duplicates. If a company changes its ABN, it is a new company and should have a new CardFile, and mark the previous company's CardFile as inactive. If the Customer's name has changed, simply update their CardFile details.

Deleting

You can delete a CardFile by generating a list CardFiles you wish to delete in a CardFile List, right clicking, and selecting 'Delete'. Deleting goes through the same process as merging, in that a CardFile will be deleted if it is possible to delete at that point in time and only if there are no transactions related to that CardFile. If the Delete process can not be completed, the CardFile will be marked as 'Ready to Delete'. It can then be deleted at a later time via the CardFile Merge List.

CardFile Contact Types - Enhanced

Version 2.18 now includes new CardFile Contact Types . The inbuilt (system) CardFile contact types are used to direct reports that are being faxed or emailed to the right person. Most reports in Jim2 include a 'hint' as to what type of report it is.

The main purpose of these new Contact Types is to cater for large companies where they have separate Accounts Payable and Receivable departments, or handle cases where the Invoices and Statements go to different people.

The default Contact Types now include:

Report Hint	Typical report usage	Order based on report hint
Email		Email (primary contact) > Email (first found)
Email Accounts	Statements/Invoices etc	Email Accounts > Email (primary contact) > Email (first found)
Email Creditors	Remittances etc	Email Creditors > Email Accounts > Email (primary contact) > Email (first found)
Email Debtors	Statements etc	Email Debtors > Email Accounts > Email (primary contact) > Email (first found)
Email Invoices	Invoices	Email Invoices > Email Accounts > Email (primary contact) > Email (first found)
Email Purchases	Purchase Orders	Email Purchases > Email Accounts > Email (primary contact) > Email (first found)
Fax		Fax (primary contact) > Fax (first found)
Fax Accounts	Statements/Invoices etc	Fax Accounts > Fax (primary contact) > Fax (first found)
Fax Creditors	Remittances etc	Fax Creditors > Fax Accounts > Fax (primary contact) > Fax (first found)
Fax Debtors	Statements etc	Fax Creditors > Fax Accounts > Fax (primary contact) > Fax (first found)
Fax Invoices	Invoices	Fax Invoices > Fax Accounts > Fax (primary contact) > Fax (first found)
Fax Purchases	Purchase Orders	Fax Purchases > Fax Accounts > Fax (primary contact) > Fax (first found)

Cash Flow Analysis - New Feature

Cash Flow Analysis allows you to forecast your cash requirements up to 180 days in advance, allowing you to prepare and plan your cash requirements.

Cash Flow Analysis takes into account the following sources:

- Cash in the bank as of today
- Outstanding Debtors Invoices dated as they are due
- Outstanding Creditors Invoices (Purchases) dated as they are due
- Manually added one off Deposits and Withdrawals
- Manually added recurring Deposits and Withdrawals
- Recurring Deposits/Withdrawals based on previous transactions for a given GL account

Examples of 'other' cash flow inputs include wages, rent, phone, lease payments etc. Basically anything that will have a major impact on your cash requirements.

Cash Flow Analysis is accessed from the SideBar under Management or from the main menu **Jim2 > Management > Cash Flow Analysis**.

The main tab 'Cash Analysis', allows you to select the Bank Account you wish to base the analysis on and how many days forward you wish to project. Simply select the Bank Account and click 'Run'. The list will then display a dated running total of your bank account balance and the inputs that affect it.

Clicking on the Weekly or Daily chart view tabs displays a graphic view allowing easy spotting of potential problems.

The screenshot shows the 'Cash Flow Analysis' window with the 'Cash Flow Setup' tab active. The 'Bank Account' is set to 11105 and 'Cheque Account' to 1. The 'Number of days forward to project' is set to 90. Below the setup area is a table with columns: Index, Card Code, Estimated Due Date, Due Date, Document Date, Source, Document Type, Ref#, Ext. Ref#, Comment, Curr., Deposit (AUD), Withdrawal (AUD), and Bank Balance (AUD). The table lists various transactions including Opening Balance, Invoices, Manual Withdrawals, and Manual Deposits. Callouts point to the 'Bank Account' field, the 'Number of days forward' field, the 'Estimated Due Date' column, and the 'Bank Balance' column.

Sources that contribute to Cash Flow Analysis

Cash in the Bank

Cash in the Bank is simply the balance of your bank account today. This is the starting point or opening balance of the cash flow analysis and will show as either a deposit or a withdrawal, depending on whether you have money in the bank or the balance is in overdraft.

Debtors

Outstanding Debtors invoices will appear as Deposits (into your Bank account) and are dated using the Invoices due date. Invoices that are overdue will have an estimated due date of today.

Creditors

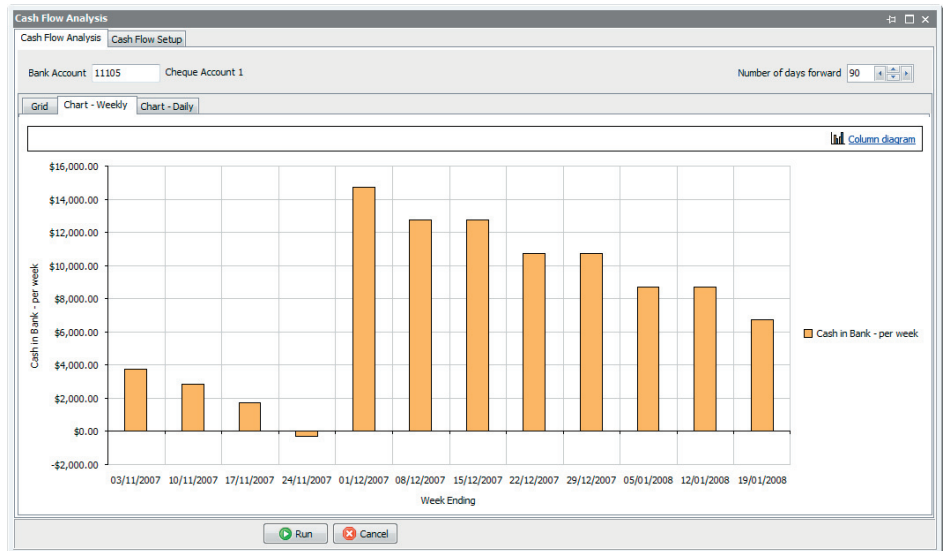
Outstanding Creditors invoices (purchase orders) will appear as Withdrawals (out of your Bank account) and are dated using the Purchase Orders payment due date. Purchases that are overdue will have an estimated due date of today.

General Ledger based inputs

General Ledger based inputs to the Cash Flow are entered via Cash Flow Setups.

- From the 'Cash Flow Setups' tab click 'Add'.
- Select Source as 'GL Account'
- Select the source GL account, for example Rent.
- Enter a comment to display
- Select the 'Frequency' that you wish to base this on, Last Week, Last 2 weeks, Last Month.

If you pay your rent weekly, you would select Last week. In this case your rent would be included on a weekly basis based on what you paid in rent last week. This has the benefit of automatically updating if your rent was to increase. There is no need to enter a dollar amount as it is calculated value.



Manual Deposits and Withdrawals

Manual Deposits and Withdrawals inputs to your Cash Flow are also entered via Cash Flow Setups.

- From the 'Cash Flow Setups' tab click 'Add'
- Select Source as either 'Manual Deposit' or 'Manual Withdrawal'
- Enter a comment to display
- Select the 'Frequency' that you wish to base this on, Fixed Date, Every Week, Every 2 Weeks, or Every Month
- Select the date or day (of week, month etc)
- Enter the amount

Accuracy of Cash Flow Analysis

It must be stressed that Cash Flow Analysis is a projection of your Cash Flow and relies on payments coming in and being paid as they fall due. This can vary widely depending on your type of business and your customers, and how diligent you are in paying your bills on time.

Other factors include ensuring credits are fully allocated in both your debtors and creditors, and moving Purchases from Received to FINISH in a timely fashion. Of course, all these things should be done to ensure your accounts are giving you a true reflection of your financial state at all times.

With that 'disclaimer' inserted, you will find that Cash Flow Analysis is an extremely useful tool in helping you manage your business's cash requirements.

Exporting Cash Flow Analysis

You can export the results of your Cash Flow Analysis to Microsoft Excel by simply right clicking on the results grid and selecting export.

Updated User Interface, Shortcuts, Popups and Vista themes

Jim2® 2.18 includes an updated user interface with new Navigation and Search tabs, Search Toolbar, Navigation Tree searching, new and updated shortcut keys, a Quick Add CardFile icon, and enhanced Vista support.

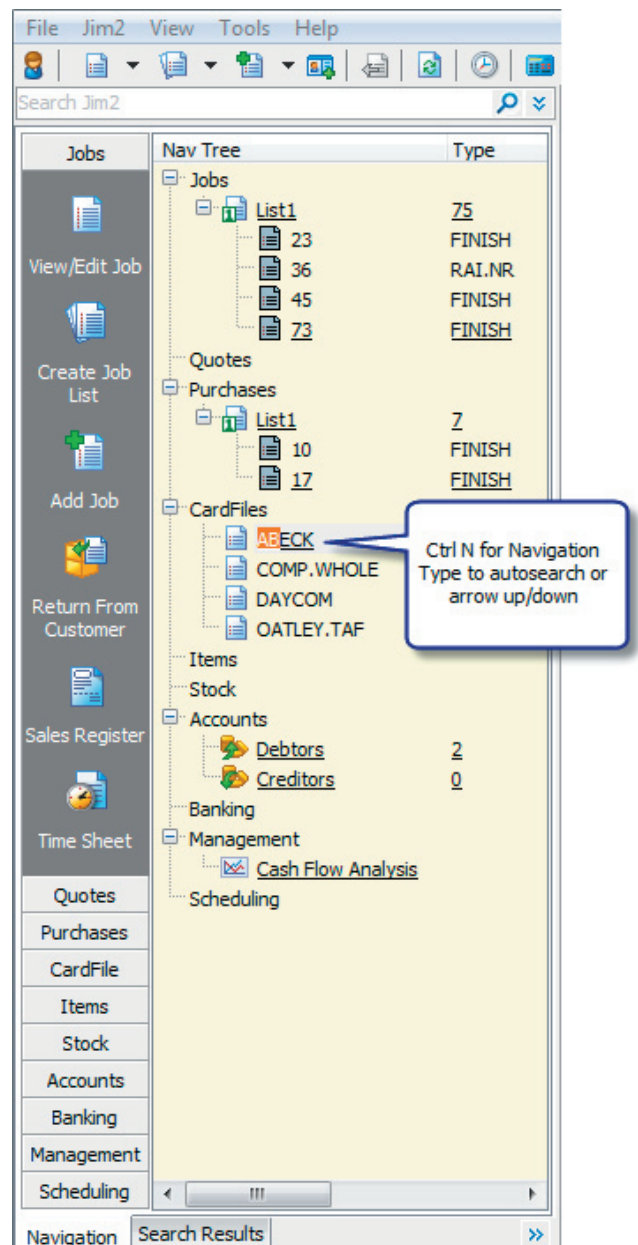
NavTree Enhancements

One of the most significant changes to the NavTree is the fact the NavTree and SideBar are now located under the Navigation Tab, the other tab being the new Search Results tab.

Two new shortcuts allow for quick toggling between the Navigation and Search Results tabs (**Ctrl T**) and to focus on the NavTree (**Ctrl N**).

What makes the NavTree shortcut special is that it focuses the NavTree without focusing the tree's node (Job, List etc) allowing you to use the up/down arrows to move up and down the tree or simply start typing the letters of the node you wish to locate. After a small delay, the focus will then change to activate the node.

This may sound a little confusing but simply it means type Ctrl N, arrow up or down or start typing (say a CardCode for example) and you can quickly open things in the NavTree without using the mouse!



New and updated Shortcut keys

Ctrl L	Locate	Jim2 Search	Anytime
Ctrl T	Toggle	Toggle Navigation/Search tabs	Anytime
Ctrl N	Nav Tree	Focus Nav Tree	Anytime
Ctrl Q	Quick Add	Quick Add CardFile	Anytime
F5	Lookup/Select	Open a selection screen	CardFile select, Serial#, Attribute, Stock Select etc

Existing Shortcut keys:

F1	Help	Open Jim2 Help	Anytime
F12	View/Edit Job	View/Edit a job	Anytime
ESC	Cancel	Cancel/close window or dialogue	Anytime
Ctrl F12	Log Out	Logs User out of Jim2	Anytime
Shift F12	Add Job	Add a new Job	Anytime
Shift+Ctrl+C	Calculator	Open calculator	Anytime
F2	Header	Move to Header	Objects
F3	Comments	Move to Comments	Objects
F4	Stock	Move to Stock grid	Objects
F9	Edit	Edit active object	Objects
F11	Save and Close	Save and Close active object	Objects
F2	Open	Open current object	Lists
F9	Edit	Edit current object	Lists
F5	Lookup/Select	Open a selection screen	CardFile select, Serial#, Attribute, Stock Select etc
F6	Invoice	Invoice active Job	Job
F7	Labour	Add Actual Labour to active	Job
F8	Ready	Mark Job as Ready (to Invoice)	Job
Alt F8	UnReady	Mark Job as Unready	Job
F9	Invoice	Invoices customer	Invoice screen

Popup messages

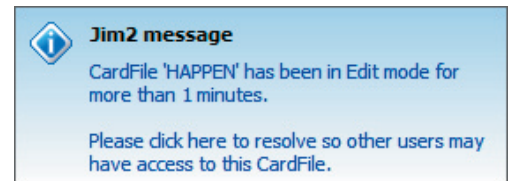
Version 2.18 features 'Popup' messages similar to popular email and messenger programs.

Popups appear when of the following events:

Edit/Add warnings This occurs when objects (Job, PO etc) have been in add/edit mode too long (as per Options > General).

Scheduling/Task updates This occurs when tasks that are assigned to you are added or modified.

One of the benefits of Popups is that they do not interrupt what you are currently doing in Jim2[®]. Clicking on Popups will display the related Object or Task. Right clicking a Popup will automatically close it.



Vista themes and dialogues

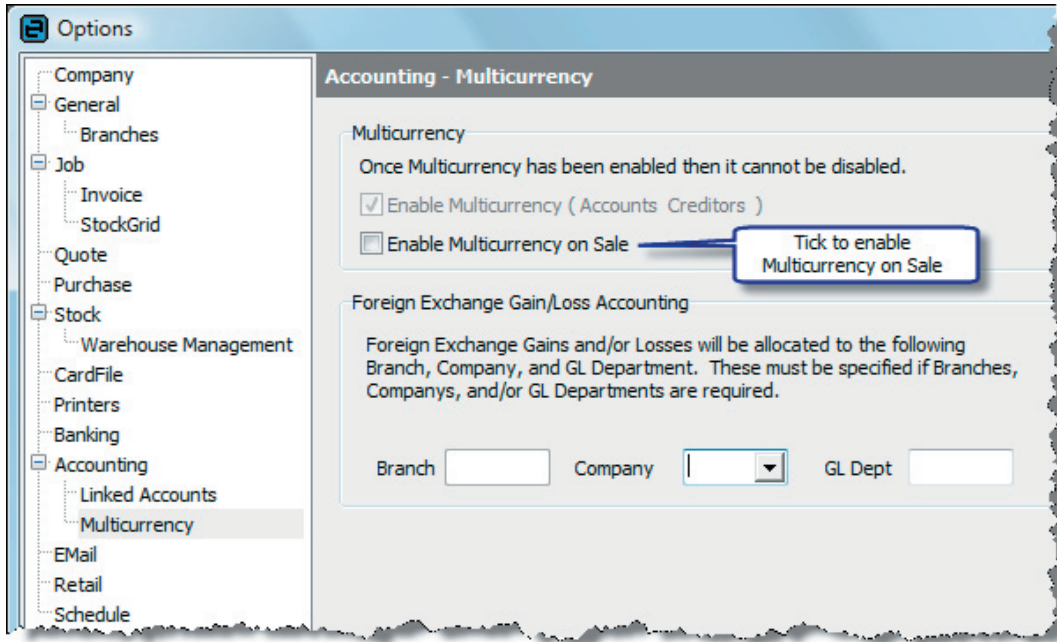
Jim2[®] includes additional support for Vista themes and dialogues. Forms and controls now take on Vista's cleaner 'look'. Messages and dialogues (open file, print etc) use Vista's updated ones where possible. Jim2[®] is completely compatible with Vista's application preview.

Multicurrency - Enhanced

Jim2®'s optional Multicurrency feature now includes FULL multicurrency transactions Purchase/Creditors, Bank accounts, including journals and cheques/deposit, and now on Invoice/Debtors. This now makes Jim2 entirely suited to both importers and exporters that trade in multiple currencies.

Enabling Multicurrency On Sale

Multicurrency on Sale must first be enable via a new option '**Enable Multicurrency on Sale**' under **Tools > Accounting > Multicurrency**. This allows to you separately enable multicurrency on sale, or leave this option disabled if you are only an importer, in which case you would not see any reference to multicurrency during sales etc.



Note: Multicurrency (Accounts and Creditors) will be enabled automatically if Multicurrency on Sale is enabled

General notes regarding Multicurrency on Sale

All 'sale' related areas in Jim2® have been updated to cater for Multicurrency on Sale including Debtors, Debtors List, Jobs, Quotes, Invoicing, and RFC.

In addition, Multicurrency Revaluation has been updated to include outstanding foreign currency invoices and credits.

Stock has also been updated to allow for separate price levels in different currencies and allows for generation Price Lists in different currencies, along with Banking.

A customer's default currency can be set on their CardFile under the Customer tab. You can have separate default currencies for both sales and purchases.

When adding a Job or Quote the currency is set to the Default currency as set on the Customer tab of the CUST#'s CardFile.

By default when viewing a Job the totals will be displayed in the currency that is set on the Job. You can view its equivalent amount in Home Currency by clicking the 'Total By' hyperlink next to the Job's total.

Stock Prices and Multicurrency

Stock pricing is calculated as set in the pricing tab for that stock for that Price Level and Currency. In the case that the Stock doesn't have a Price level in that currency, the price will be calculated based on the Home Currency price converted to the Currency/rate on the Job.

Banking and Multicurrency

Banking has been updated to handle Multicurrency on Sale.

When banking into a Home Currency bank account any currency can be banked but only one currency at a time. For example, if you wished to bank both USD and AUD into a AUD bank account, you would need to do two separate Banking Sessions.

When banking into a MC bank account, you can only bank amounts that are in the same currency. For example if you have selected a USD bank account, you can only bank USD amounts (the banking session will filter this automatically).

When banking MC amounts into a Home Currency bank account, the amount in MC 'Amount' and the equivalent amount in HC 'Amount (AUD)' will be displayed as well as the HC banked amount 'Bank (AUD)'. The 'Bank (AUD)' amount will typically be the same as the 'Amount (AUD)', but can be edited to allow exact matching of the bank statement.

If the 'Amount (AUD)' and the 'Bank (AUD)' figures are different, a 'XBNK' realisation journal will be created upon completing the Banking Session.

Note: Realisation within a Banking Session is intended for matching bank statements. The majority of realisation should occur in Debtors/ Creditors when applying payments to Invoices/Purchases.

If the Banking Session only includes HC amounts, the Banking Session will only display HC related columns.

The grouping of payments within Banking Sessions have been changed to more accurately reflect the amount's source. Previously the groupings were Payments, Creditors, Cheques and Unders/Overs. The groupings are now Debtors, Creditors, Cheque Book, and Unders/Overs.

MC payments bypass the Till Reconciliation regardless of whether the workstation is linked to a Till.

Invoicing and Multicurrency

The exchange rate for a Job is defaulted when a Job is added (or the Currency on the Job is changed). The exchange is checked (for out of date or spread limited) when marking as READY.

Only Jobs with the same Currency and Exchange Rate can be invoiced on the same Invoice. In the case of Batch Invoicing (from Job List), the Jobs will be split into batches by CUST#, Currency and Exchange Rate.

For more information or assistance in setting up Multicurrency on Sale please contact the Happen support team.

Debtors - Enhancements

Debtors and Debtors List have both been updated to handle Multicurrency On Sale. Debtors also includes many new features including:

Accepting Payment directly into your Bank Account

Debtors now allows you to receive a payment directly into a bank account rather than having to go through Unbanked Funds and then having to do a Bank deposit. This is great for entering payments that have directly hit your Bank Account, such as Direct Deposits. Of course you can still accept these type of payments via Unbanked if you choose to, and in fact it can be nice to hold these back and bank them.

When Accepting a payment via Debtors, the 'GL Acc#' will be displayed and default to your linked Unbanked Funds account. To accept this payment directly into your Bank Account simply select the account from the dropdown list.

Editing Debtor - DAYCOM

Card Code DAYCOM Date 29/10/2007 Type Payment

Daycom Electronics Pty Limited
Unit 54, 224 Perth Street
Brisbane QLD 4000

GL Acc. 11120 Unbanked Funds

Payment By Cash

Twenty Two Thousand, Eight Hundred Dollars only Amount 22800

Select Bank Account for payment if not going via Unbanked funds (banking)

You can limit who can accept payments directly into bank accounts via a new security setting (**Tools > Security**) under **Accounts > Debtors > Allow payments in Bank Accounts**.

Reversing Banked Payments

You are now able to reverse a banked payment or a payment directly into a bank account, allowing better handling of bounced cheques.

If reversing a payment that was banked via Unbanked funds, the reversing GL entry will be in the Bank account that the payment banked into (from unbanked funds).

If reversing a payment that was made directly into a bank account, the reversing GL entry will be in that same Bank account.

In either case you will be prompted for the date you wish the Reversal to occur on.

Note: You can not reverse a MC payment that has been banked or reverse a payment that has been Till Reconciled, but not Banked.

Updates to Reverse and Delete Payments

Debtors now includes separate Reverse and Delete buttons.

Unallocate Reverse Delete

Allocate Payments Payments Notes

Separate Reverse and Delete payment buttons

Updates to Unallocate Payments

You can now unallocate an individual payment allocation by selecting the allocation and clicking Unallocate. To unallocate the entire allocation select the payment (header) and click Unallocate. This is handy when a payment has been applied to several Invoices and you wish to unallocate the payment applied to only one of the Invoices.

Update to Allocate Payments tab

The Allocate Payments tab now includes Cust Ref# (from related Invoice).

Updates to Debtors List

Debtors List now displays the Customer's Credit Limit (as per their CardFile) and displays in red if that limit has been exceeded (as does Credit Hold).

A new 'Credit Hold' tickbox allows generating a list of only Customers that are on credit hold.

Balance <= 0

Balance 30

Balance 60

Balance 90

Credit Hold

Creditors - Enhancements

Creditors and Creditors List include many new features including:

Payments and Refunds to/from Unbanked funds

You can now pay a Creditor directly from Unbanked Funds. This is great for making small cash payments from your cashbox or till. The Till# will display in the payments tab if a payment was made from Unbanked funds via a workstation that is linked to a till.

You can now also accept a Refund (Cheque, Cash etc) from a supplier into Unbanked funds, in which case the payment will appear in Banking and can be banked as part of your normal bank deposit.

Electronic Banking

The Creditors payments tab now displays the Electronic Banking session if that payment was paid electronically. You can also right click on the payment to view the related Electronic Banking session.

Updates to Creditors List

Creditors List now displays the Vendor's Credit Limit (as per their CardFile) and displays in red if that limit has been exceeded.

Scheduling enhancements

The scheduling now includes reminders and recurring tasks and displays 'Popup' messages when a task assigned to you has been added or modified.

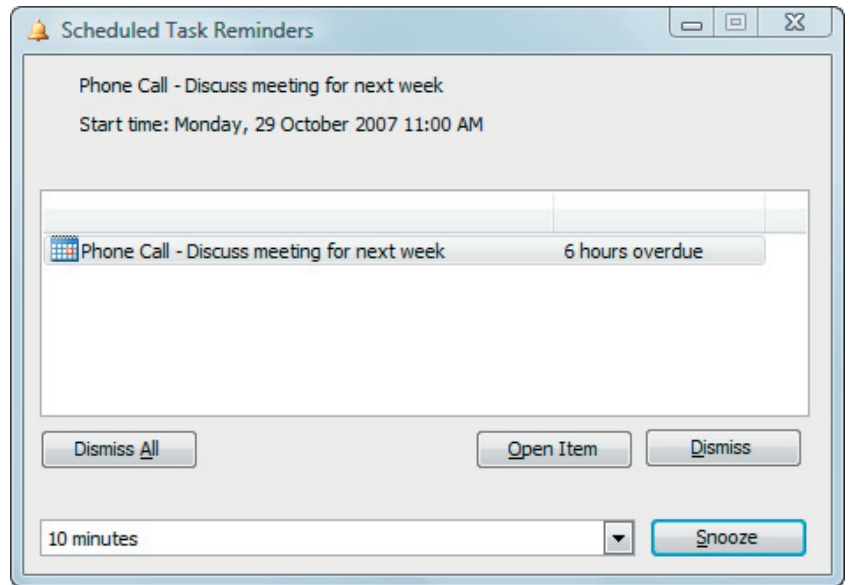
Reminders

You can now set a Reminder on individual tasks (Phone calls, Meetings etc). Reminders are associated Scheduled Tasks.

You can set a Reminder on both new and existing tasks by ticking the Reminder check box and selecting how long before the task's start date/time you would like the Reminder to occur.

The Reminder is valid for all Users (Resources) allocated to that task. When the Reminder is due the Scheduled Tasks Reminder form will appear. At this point you can choose to 'Snooze' the Reminder. The 'Snoozing' period is for you only, and will not affect any other User's 'Snoozing'.

Note: Scheduled Tasks that have a Reminder set are displayed in Scheduling with an 'Alarm Clock' icon.



Recurring Tasks

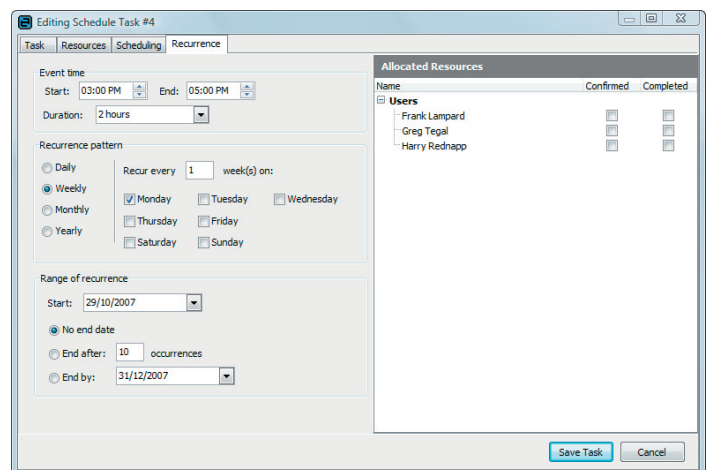
You can now flag Scheduled Tasks as Recurring. You can flag a Task as Recurring on both new and existing tasks by ticking the Recurring check box. The 'Recurrence' tab will then appear.

On the 'Recurrence' tab, set the:

- Event Time - Start/Finish time
- Recurrence Pattern - Daily, Weekly, Monthly or Yearly
- Range of Recurrence
Start date and when the recurrence ends

When editing a Recurring Task you will be prompted whether you wish to edit the current recurrence or the series. For example, if the weekly meeting is changing this week you would open the current recurrence. If the weekly meeting is permanently changing you would open the series.

Note: Scheduled Tasks that are Recurring are displayed in Scheduling with a 'Circle of Arrows' icon.



Watchout enhancements

Watchouts (formally Watchout notes) now includes Watchouts on Items. The timing of certain Watchouts has been modified. For example a 'Finish' Watchout now occurs when the Status has changed to 'Finish' rather than on save.

Manufacturing enhancements

Manufacturing now optionally, allows the cost on Labour and Applies type Stock, involved in the manufacturing process, to be included in the manufactured products COGS. This is offset by a new linked Manufacturing Labour Cost account.

Under **Tools > Options > Accounting > Linked Accounts** is a new Linked Account called 'Manufacturing Labour'. This linked account is used to offset any Labour included in the Manufacturing Cost. This would typically be a Asset account (1-xxxx)

To enable this feature you must enable the **'Include Labour cost when Manufacturing'** option under **Tools > Options > Jobs**.

Once enabling this Option, all future Manufacturing Jobs will include the Labour cost in the Manufactured Goods Cost (COGS).

Stocktake has also been enhanced to more easily handle stock that has been manufactured.

Purchase Order enhancements

You can now quickly receive stock by automatically updating the Quantity Received value to the Quantity Ordered value. To automatically update the receive quantities right click on the stock grid and select '**Auto update Qty Received**'.

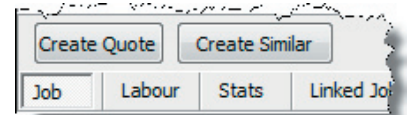
You can limit who can automatically update the Received Quantities via a new security setting (**Tools > Security**) under **Purchases > Allow to auto update Qty Received**.

Quotes - Fault/Invoice descriptions and Linked Jobs

The Quote form has been enhanced to include Invoice and Fault Descriptions for Service related Quotes and the ability to find Jobs related to a Quote via the new 'Linked Jobs' tab.

Jobs - Create Quote and copy Labour comments

We have had a lot of customer feedback asking for a way to quickly create Quotes from Jobs – hence the new 'Create Quote' button in Job. We have also added the ability to copy Labour related comments to Job Comments.



Stock - New Price Calc Methods and Multicurrency support

Stock now includes three new price calculation methods:

List - Percent

'List - Percent' functions the same as 'List - Discount' except that the actual discounted price will appear on the Job. 'List - Discount' displays the List price and the discount percentage. This is useful in retail environments where you may not wish to display a discount percentage figure on the invoice.

Price Level - Discount and Price Level - Percent

These two new price levels function the same as their counterparts (List - Discount and List - Percent) except they allow you to base a price based on another Price Level. This is especially useful for producing and maintaining multiple lists in multiple currencies. For example, Price Level 1 USD is List Price USD. Price Level 2 USD is based on Price Level 1 USD less 10% discount.

Groups - NOT IN Group and new Selection method

NOT in Group

Groups (CardFile, Stock and Item) can now be excluded (NOT) from lists by double clicking on the Group Label. The Group box will turn green to indicate that group selection is inverted. For example, select Stock that is NOT in these groups.

Selection method

Groups can now be selected from the Group tree, making it easier to select Report Level type groups. Previously when selecting groups it was difficult to select a group that was in a subgroup, such as LCD, when LCD is in Hardware>Monitors>LCD.

Advanced Warehouse Management - Scan and Pick

Advanced Warehouse Management now allows full scan and pick. This allows users, while picking stock in the warehouse, to scan the Stock Bin, and then scan Stock directly into the Picking form.

From the Picking form simply scan in a Stock Bin code, you can then scan Stock Codes from that bin. To change the current Bin, scan another Bin code. Jim2[®] can automatically determine if the code been scanned is a Bin Code or a Stock Code.

Updated Security settings

The following additional security settings have been added:

Security > Purchases

- Allow to auto update Qty Received

Security > CardFile

- Delete
- View User details
- Merge Cards

Security > Stock

- Allow to auto pick Stock

Security > Accounts > Debtors

- Allow payments into Bank Accounts

Security > Management

- Cash Flow

Note: Please make sure you update your users security settings as they are enabled by default.

Updated Options

The following additional option settings have been added:

Options > Job

- Include Labour in cost when Manufacturing

Options > Stock > Warehouse Management

- Check Stock availability prior to Picking

Options > Accounting > Linked Accounts

- Manufacturing Labour Costs

Options > Accounting > Multicurrency

- Enable Multicurrency on Sale

New Reports

The following reports have been added or updated in Jim2[®] Version 2.18

All Profit and Sale related reports have been updated to handle Multicurrency on Sale. This includes Job, Quote and Invoice reports, and all Stock Profit reports.

New Event Script hooks

The following Event Script hooks have been added:

JimJob.OnStatusDue

ListObject.OnRun

Event scripts allow custom code to be executed upon a particular event occurring, enhancing or changing Jim2[®]'s default behaviour.