

OSAS 7.6 Executive Briefing



OSAS®

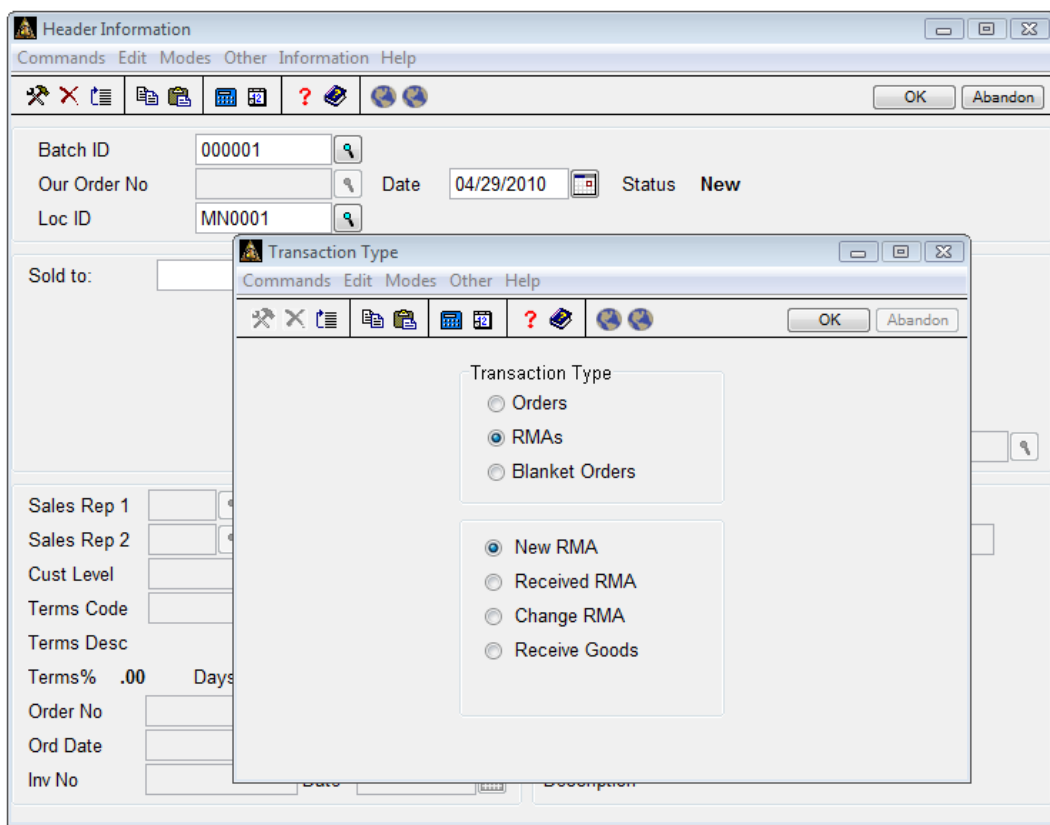
Businesses in many industries are finding things to love about OSAS version 7.6

Introducing over 160 enhancements, OSAS version 7.6 is a dramatic step forward for one of the most stable and field-proven business accounting solutions available. Featuring next-level application enhancements, system-wide user interface improvements, and powerful reporting and archiving tools, there's something in OSAS version 7.6 for every business.

Powerful enhancements throughout the software

Just look at some of the categories that we have been working on:

- More powerful Document Handling
- Improved email delivery
- Enhanced user interface
- Added security
- Database enhancements
- Return Merchandise Authorizations
- Purchase Order Deposits
- ...and many more



Return Merchandise Authorizations (RMAs) allow you to track returns through inventory and easily credit customers when necessary.

Open Systems—providing exceptional value for your maintenance dollar

In this fast-changing business world, you need to keep pace with the latest software tools to keep your organization competitive and gain ready access to the information you need to make important decisions. We are continually improving the OSAS product line to bring you powerful features and new technologies. Your investment in the software maintenance program ensures that you gain access to our latest offerings to help you meet the demands of today's economic climate.

Read on to learn more about what OSAS 7.6 can do for your business.



Enhanced reporting and document handling

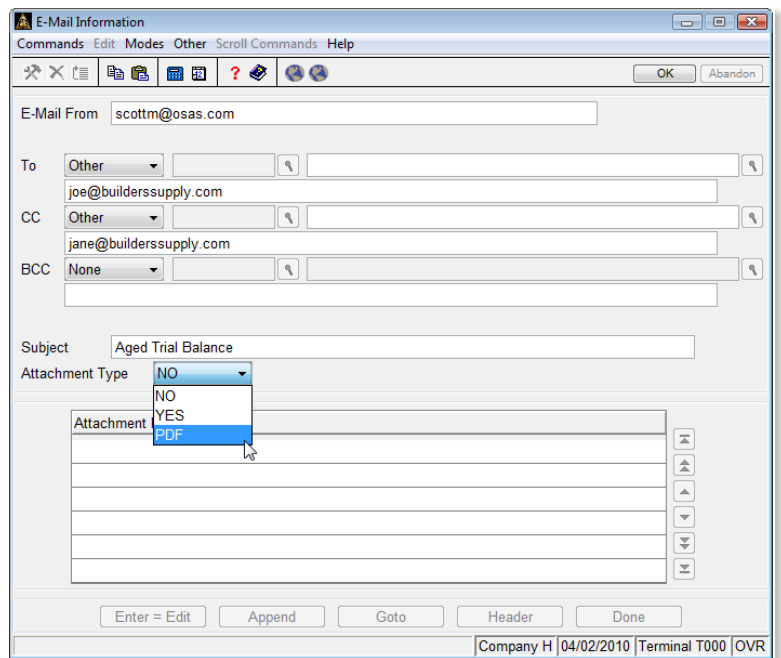
Streamlining your reporting and document handling tasks can lead to improved communications with your customers and vendors, reduced paper handling costs, and improved access to key business information. OSAS 7.6 features numerous enhancements to reporting and document handling which help you to streamline your reporting, archiving, and document handling processes.

Document delivery and archiving

- You can easily generate reports and forms in PDF format, the business standard for storing and sharing documents.
- You can automatically archive reports and forms generated in the system, reducing steps and increasing the security of your audit systems. You can set different archive locations for each report, and set automatic naming criteria to make future retrieval and sorting very simple.
- MetroFax users can enjoy seamless fax integration with the ability to fax statements and invoices directly from the system. After a simple setup, any vendor or customer with a fax number can have their documents sent directly by fax.

Enhanced email delivery

The automated email delivery upgrades in OSAS version 7.6 give you more power and flexibility when communicating with customers, vendors, and other stakeholders. You can use the Email Queue to monitor email content, edit emails as necessary, control email delivery time, attach documents, and hold specific emails for approval. You can also create and edit emails directly from the queue. With BBj, you can also generate and attach PDF reports directly with your emails.



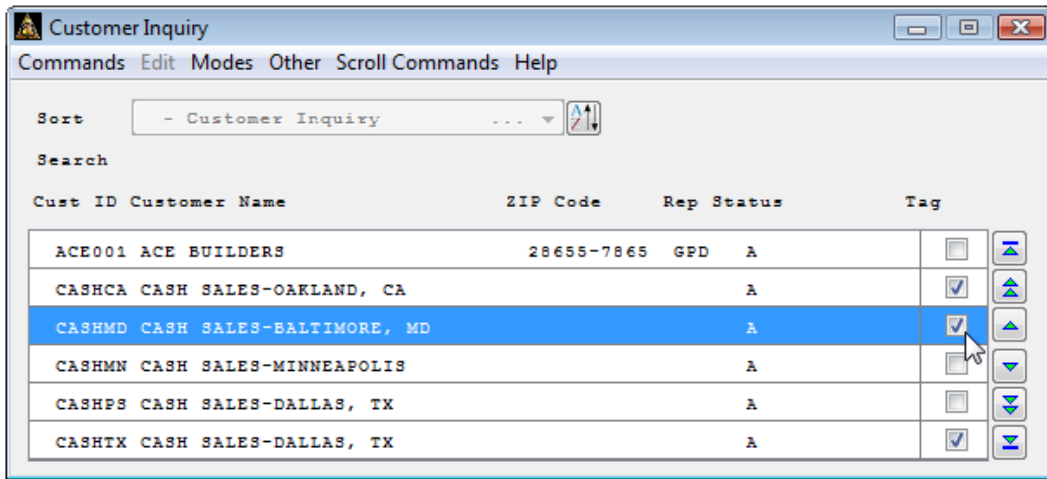
Manage email destinations, attachments, and content without leaving the Email Information screen.

OSAS forms on plain paper

Users of OSAS on BBj can take advantage of new forms, including picking slips and packing lists in Sales Order, checks in Payroll and Accounts Payable, and more. OSAS 7.6 can also optionally print bar codes on picking slips and packing lists and PostNet codes on any plain paper form with an address. In combination with the plain paper invoices, statements, purchase orders and payroll vouchers included in OSAS version 7.5, many companies using OSAS on BBj will be able to forgo the cost of preprinted forms altogether!

Enhanced report filtering

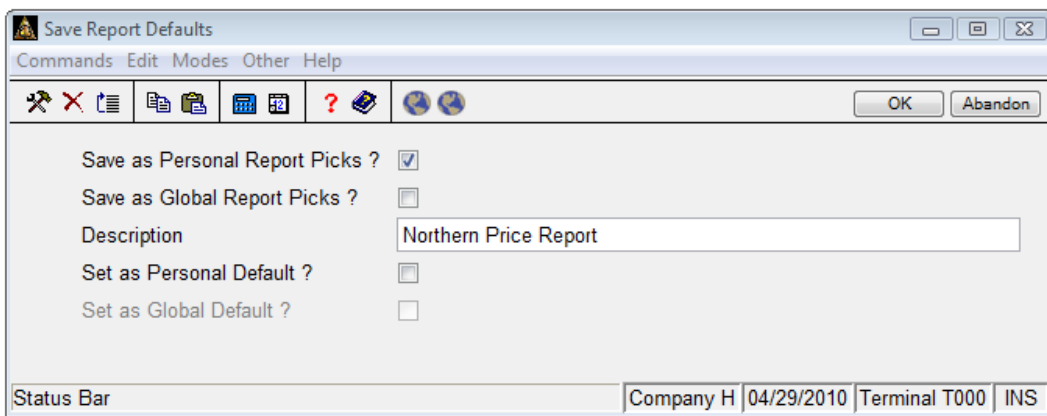
Inquiry windows in OSAS report pick screens allow you to select individual choices for inclusion in the report, rather than requiring a range of values. You can now easily create reports for non-contiguous lists of customers, vendors, items, and so on by tagging the ones you want to include.



Tagging allows you to pick only the information you need, without selecting a contiguous range of options.

Saved report criteria

With Report Defaults, you can save time in rePreparing complex reports by saving your report selection criteria and recalling it the next time you print the report. You can save an unlimited number of selection sets for your own use and share them with others.



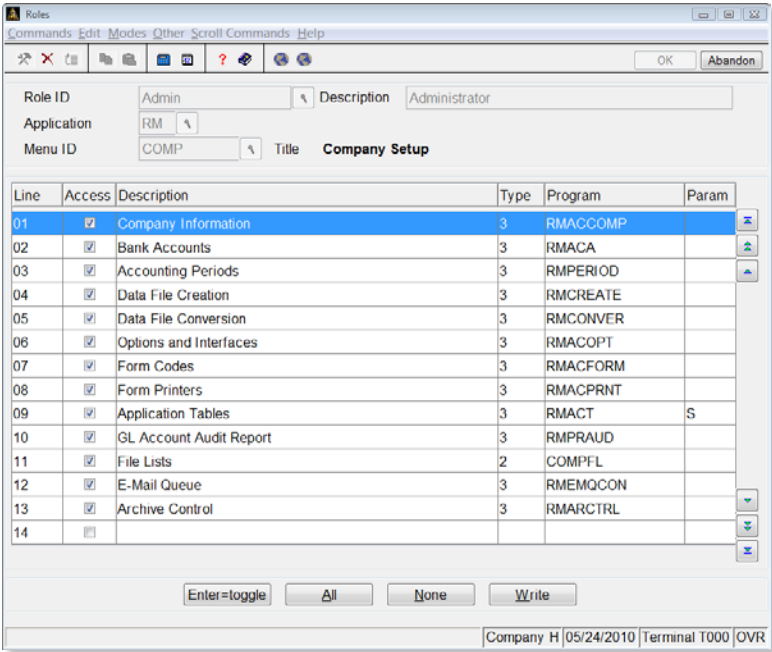
Speed the process of reproducing specific report criteria by setting report defaults for all users or just for yourself.

Enhanced security and audit tools

We understand that the security and integrity of your data is of primary concern. OSAS version 7.6 includes several enhancements that streamline the establishment and maintenance of access codes, provide for better integration with data from larger customers and vendors, give you greater control over financial period reporting, and enhance traceability and access to general ledger data generated from other applications.

Roles

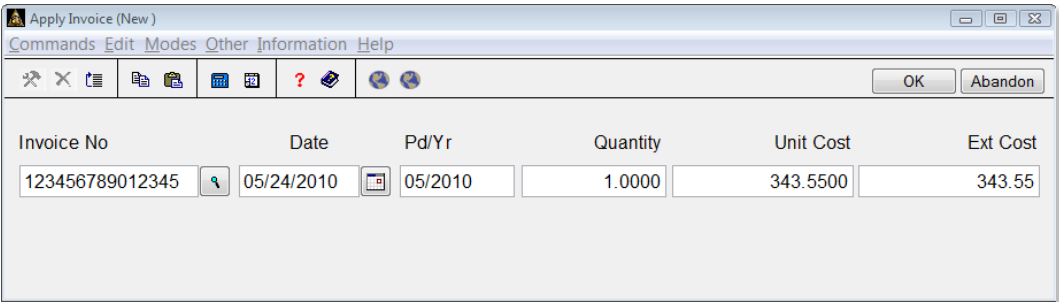
Roles allow you to set up assignable designations for employees that do similar jobs. Once you assign permissions for each role in your organization, you can assign each employee one or more roles to quickly determine their access to OSAS functions, eliminating the need for setting up the same individual permissions for multiple employees who perform the same tasks or for sharing access codes among individuals.



Set Role IDs to grant access to the people who need it, ensuring security while speeding up administrative processes.

Database enhancements

Increased Accounts Payable invoice and Accounts Receivable check number sizes allow you to better track documents from large customers and suppliers, eliminating the need for truncating long invoice numbers and check numbers.



AP Invoice number fields accept numbers up to 15 characters in length.

General Ledger Period Locking

GL periods can now be closed and locked, giving you full control over access to periods once entries are closed and reconciliations are complete. In addition, preventing access to prior—and even future—periods can help to eliminate erroneous postings resulting from mistyped dates and periods.

Accounting Periods

Commands Edit Modes Other Scroll Commands Help

?

Current Fiscal Year

No of Periods/Year

Fiscal Year

----- Locked? -----

Pd	Begin Date	End Date	BA	BK	CJ	DD	FA	GL	IN	PO	SO
1	01/01/2010	01/31/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	02/01/2010	02/28/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	03/01/2010	03/31/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	04/01/2010	04/30/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	05/01/2010	05/31/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	06/01/2010	06/30/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	07/01/2010	07/31/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	08/01/2010	08/31/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	09/01/2010	09/30/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	10/01/2010	10/31/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	11/01/2010	11/30/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	12/01/2010	12/31/2010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Enter = edit Auto fill Write Fiscal Year Current Fiscal Year

Company H | 04/26/2010 | Terminal T000 | OVR

You can lock accounting periods for all applications or for specific ones.

[illegible]

General Ledger Post Codes

GL Transaction Inquiry allows you to search by GL Post Codes, which are automatically assigned any time transactions are posted to General Ledger. Post Codes make it easier to find groups of transactions created during specific posting events.

Use the General Ledger Inquiry to reveal all of the transactions that took place in a specific post.

Streamlining and Integrating Tasks

Operational efficiency is key to running a profitable organization. Productive employees accomplish more with less and integrated systems eliminate the need for time-consuming double entry of information. In OSAS version 7.6, we continue to make our software easy to use and easily integrated with the other software you depend upon. In addition, we've added some features that allow you to perform tasks within OSAS that you previously needed to track manually or with other software.

Purchase Order Enhancements

- Buyers can make a cash deposit at the time of purchase for vendors who require them, and then tie the payment to the appropriate invoice once it arrives.
- If you always place the same order with a vendor, you can create a template for that order by copying recurring entries with a status of New.

Sales Order Return Merchandise Authorizations

Sales Order now supports Return Merchandise Authorizations (RMA). When you issue an RMA number, the transaction is held until the goods are received. At your discretion, items can be returned directly to stock or passed through an inspection and disposition process. Once the goods are received, you can generate a credit memo for the return.

Import Transactions, Budgets, Payroll Information... and more!

OSAS version 7.6 includes the ability to import data directly to certain files to enhance your ability to integrate OSAS with your other software. With OSAS version 7.6, you can import

- GL budgets from spreadsheets or other planning software
- GL transactions created by payroll services, manufacturing control software, and so on.
- Payroll transactions created by time clocks, project control software, online time tracking systems, and so on.

Item/Job ID	Description	Qty Ordered	Units	Unit Price	Ext Price
200100	Furnace	1.0000	EA	398.4100	398.41
200400	Water Softener	2.0000	EA	133.7700	267.54

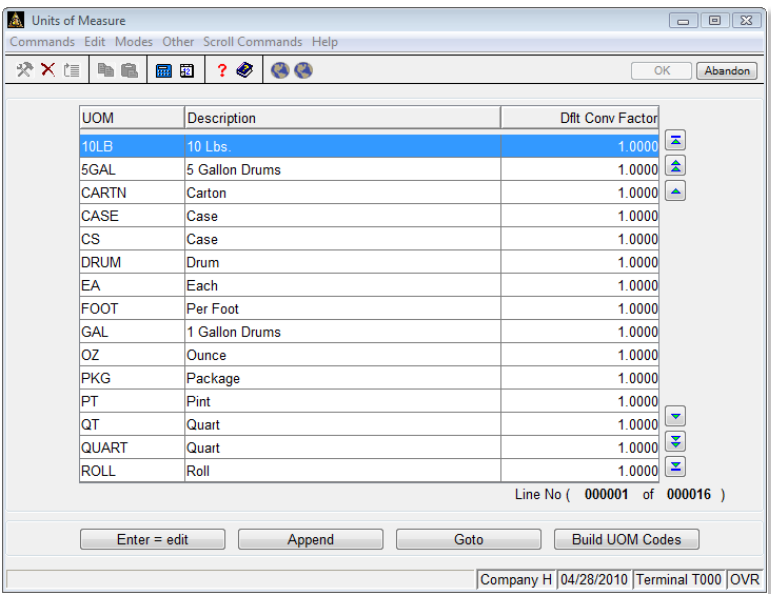
Entry (001 of 002)

Subtotal: 665.95 Freight+Misc: .00 Sales Tax: 43.29 Prepayment: .00 Net Due: 709.24

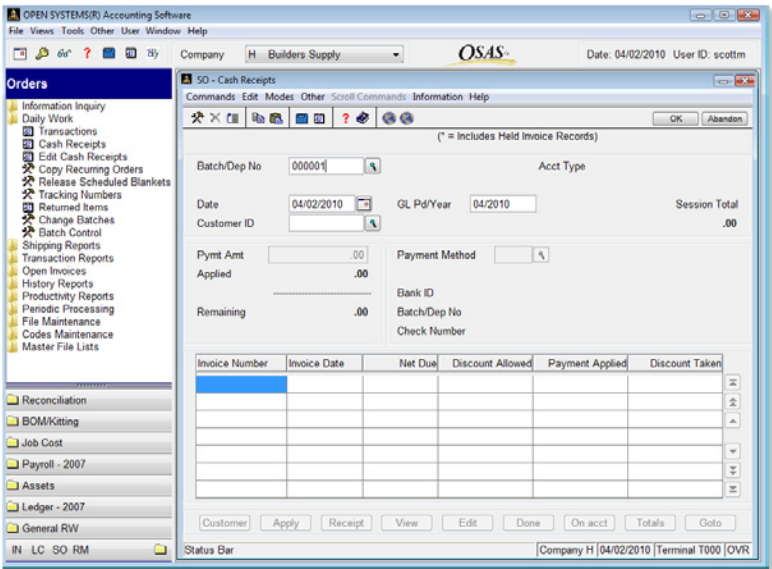
RMA functionality uses the familiar Sales Order interface, providing you with a returns tracking system that is seamless with your sales and inventory practices.

Inventory Unit of Measure Codes

You can now ensure consistency in the units of measure established for your inventory items. Unit of Measure maintenance helps you to establish acceptable units of measure and then enforce their use when setting up inventory items, saving time and reducing errors.



Easily codify inventory practices by setting accepted Units of Measure and descriptions, as well as default conversion factors for each unit.



The MDI menu has been enhanced, providing you a familiar, easy-to-use way to view multiple functions at once.

Enhanced user interface

We continue to refine our graphical user interface in OSAS version 7.6. In addition to the enhancements to information retrieval discussed above, each screen is larger and easier to read and the menu has been redesigned to provide you with a familiar collapsible side-panel style, similar to that found in Microsoft® Outlook®.

Find out more

You've seen some of the many ways that OSAS version 7.6 can help you save time and effort, control and safeguard your systems, streamline your processes, and give you ready, flexible access to your critical business information. There are many more enhancements in OSAS version 7.6, all designed to provide you with a business software solution that keeps pace with your evolving business.

It's all part of our ongoing mission to provide you with the maximum value for your software maintenance dollar.

For a complete list of the feature enhancements in OSAS version 7.6, contact us or your authorized reseller today!

Orders

Commands Edit Modes Other Scroll Commands Information Help

Sold to: ACE001 ACE BUILDERS Loc ID Batch ID 000001
Ship to: MN0001 Order No 00000032
(New)

Item/Job ID	Qty Ordered	Units	Unit Price	Ext Price
Append Line				
Commands Edit Modes Other Information Inventory Lookups SO Commands Help				
<div> <div>Item/Job/Kit ITEM Loc ID MN0001 Cust ID ACE001 Entry 001</div> <div>ID 150 GL Code</div> <div>Desc Plumbing Package Sales Acct 401000</div> <div>Sls Cat P1 Req Ship COGS Acct 501000</div> <div>Tax Class 00 \$3.50 % Price ID BUILD Inv Acct 104400</div> </div>				
Units				
Ordered 1.0000 PKG	Price 952.9065	Ext Price 952.91		
Shipped .0000	Disc \$ 50.0000	Disc Price 902.91		
Backord .0000	Cost 907.5300	Ext Cost 907.53		
	Wt(Lbs) 921.5000	Ext Wt 921.5000		

Enter \$=Dollar, %=Percent

OSAS 7.6 is full of enhancements you can use for each of your daily tasks, such as the new discount functionality in Sales Order that allows you to set the discount by percentage or specific dollar amount for each line item.





Open Systems Corporate Headquarters

4301 Dean Lakes Blvd.
Shakopee, MN 55379
Tel: 1-800-328-2276
Fax 952-496-2495
www.osas.com
info@osas.com

Open Systems Latin America, Corp.

641 Hillside St.
Summit Hills
San Juan, PR 00920-4352
Tel: 787-793-0470
Fax: 787-793-0482
info@pr.osas.com

Open Systems Costa Rica Inc. S.A.

200 metros Norte del INA
Paseo Colon- San Jose
San Jose- Costa Rica
Tel: 506-2222-7196
Fax: 506-2222-7256
info@cr.osas.com

Other Offices:

California • Texas • Florida • Ohio • Kentucky