Release Highlights – March, 2007

Alliant Route Accounting

Operations

- In Soil Entry by Account, a blue line was added highlighting the line on which counts are being entered to make the screen easier to read. Similar functionality had previously been added to A/R Inquiry and A/R application and user feedback has been positive. (Case 5114)

Reports

- Packing slips can now be printed in route/makeup code order (in addition to makeup code/route order). By default, they will print in makeup code/route order. A new checkbox for "Route/Makeup Code Order" has been added to the Packing Slips screen. (Case 3269)

- On the Production Requirements screen, the Merchandise Requirements report can now be generated before invoices are created, as with the generic production report. (Case 4209)

- Route Settlement Sheets printed by going to Reports -> Daily -> Route Settlement Sheets, used to show a blank space under the COD Prebill column if an invoice didn't have a COD Prebill amount. In a previous release, the blanks were changed to display "0.00". Based on user feedback, it has been changed back so that it will be blank again. (Case 4811)

- The Customer Record Card has been modified so that a greater portion of the SKU description will display. (Case 3821)

- The Usage Analysis Report previously displayed a summary of the last 12 periods of usage by SKU. A 13th period has been added to display the current period's usage. Providing 13 periods will allow users to compare the current month's usage with the same month for the previous year. (Case 3584)

- Under Reports -> Customer, a new report was added called the Inventory Minimum Report. This report displays items that did not meet the minimum percentage/amount and reports the portion of revenue gained from rental as well as the portion of revenue gained from the minimum usage requirement. The report will only display items with price types 1, 2, 4 and 17. (Case 4732)

- The account's start date was added to the New Business Report, located under Reports -> Customer. (Case 4591)

- On the Item Usage Report, located under Reports -> Customer, a new print option was added for "Customer/Unit Price Order". When this option is selected, the report will print in branch/account/department order, then unit price order. (Case 4045)

- On the Customer Item Delivery History report located under Reports -> Customer, a checkbox has been added allowing the user to include stopped items. (Case 4257)

- Functionality was added to the Customer Service Listing, located under Reports -> Customer. (Case 4336)
    - The report can now be filtered by service representative.
    - On the report, a column was added showing the scheduled date. The "Service Rep" and "Action" were added to the detail portion of the report.
    - The report may be filtered by record date, scheduled date, or closed date.

- Functionality was added to the Customer Service Listing, allowing for entry of a date range. (Case 3911)

- Previously, on the Weekly Delivery Recap report located under Reports -> Weekly, the user could only run the report for specific items. Functionality has been added allowing the user to select a range of items, as well. (Case 4382)

- A new report option has been added to the Weekly Delivery Recap Report called “Customer Detail”. If this option is selected, the report itemizes the delivery recap by customer.

- Previously, the Redated Invoice Report located under Reports -> Weekly, displayed all redated invoices within a given date range. A checkbox has been added to the screen allowing the user to run the report for “Unsettled Only”. When checking that box, the user can also check another box to “Search All Dates” for the purpose of finding all redated invoices that have not been settled. (Case 4610)

- Four new reporting options were added to the In Service Inventory Report located under Reports -> Other. They are “SKU/Size Summary by Supergroup”, “SKU/Size Summary by Supergroup/Branch”, “SKU Summary by Supergroup”, and “SKU Summary by Supergroup/Branch”. (Case 2120)

Maintenance

- Functionality was added so that a stop minimum may be charged once a week for a multiple delivery day customer. The customer default for this option was added to the Customer 2 tab of the Plant Control Maintenance screen. The checkbox says “Stop Min. Only Once a Week”. This functionality can be changed at the customer level by going to the Revenue Options tab of the Customer Maintenance screen. There is a checkbox to the right of the Stop Minimum field that says “SM On Last Del. Day Only”. (Case 3440)

- A new checkbox was added to the Employee Item tab of Plant Control Maintenance. The checkbox says “Auto Assign Locker Number”. If this box is checked, the next available locker number will be assigned when adding a new employee in Employee Item Maintenance. (Case 3442)

- In Customer Maintenance, on the General Options 2 tab, there was previously a checkbox that said “Include Sys/Auto Repl Qty on Prod Req”. This checkbox has been split into two different checkboxes, so that either the systematic or automatic replacement quantities can be printed on production reports. (Case 3765)

- A "Dept" field was added to the search screen in the Customer Maintenance screen. Entering a number in this field will display all accounts with that department number in the search grid. (Case 4427)

- In Customer Maintenance and Employee Item Maintenance, new delivery and price frequencies have been added for every 3 weeks and every 6 weeks. (Case 2155)

- When copying an existing customer in Customer Maintenance, all ancillary charges will now be copied from the old customer to the new customer. (Case 4609)

- Previously, when copying an item in Employee Item Maintenance, the insurance amounts were not being copied. They will now be copied. (Case 3842)

- The following changes will be made primarily to add functionality and reporting for dust control items:
  1) Two new fields in SKU Group Maintenance have been added:
    - **Unit of Measure** – 8-character field to store the method of measurement for the SKU. For example, for a mat, the unit of measure might be ‘Sq. Feet.’ This description would be entered in the ‘Unit of Measure’ field. Alternately, this field might be used to measure inches, pounds or other units of measure.
    - **Unit Quantity** – 5-digit numeric field in the format of 999.99 which can store the detail of the unit of measure. For example, for a 3X5 mat, the unit quantity would be 15.00 – for 15 square feet.

  2) **New Report** – **Revenue by Unit of Measure** - This report is available under Reports -> Other, and displays the number of items rented, total number of units by item (item count * unit quantity), total revenue for the item

collected on the invoice, and average dollar per unit of measure. This report can be run for any range of dates, routes, Supergroups, SKU's, specific SKU's, or customer. The report will display the user-defined unit of measure description entered in SKU Group Maintenance (i.e. 'Sq. Feet). The totals will be itemized by SKU/Route, then a total for each SKU.

The second part of the report will allow the user to enter a specific dollar amount and run the report for any customers paying an average that is less than or greater than that dollar amount per unit. Example: The user wants to know anyone in the range of dates entered that is paying less than $4.00/sq. ft. for a certain SKU. This would then list all customers in that date range with the pieces delivered, total square feet, and average price/square foot, that have an average of less than $4.00/sq. ft. (Case 4140)

- In Employee Item Maintenance, functionality was added so that users with an access level of 5 or higher can edit the holdout date for special inventory. (Case 4607)
- In Employee Item Maintenance, when adding a new employee to an account and using the <Enter> or <Tab> key to go from one field to the next, the program was getting stuck on the "More" button. Now, the screen will only come up on the "More" button if pressing the spacebar on the button or clicking on the button using the mouse pointer. (Case 4692)
- On the General Options 2 tab of Customer Maintenance, there is a checkbox that says "Custom Garment Lease". This option was previously available at the customer level only. Now, on the General Options 2 tab, there is an option to select "Customer" or "Employee". If "Employee" is selected, the custom garment lease total will show on a line below each employee. Please note that the custom garment lease program is available for customers that are using Alliant's Stockroom module and are using bar-codes or RFID chips to identify personalized garments. (Case 4318)
- In SKU Group Maintenance, a checkbox was added that will become the default for excluding an item from soil entry on the Employee Item Maintenance screen. The new checkbox can be found by going to the first tab of SKU Group Maintenance and clicking on the "More…" button on the left side of the screen. The checkbox says "Excl Soil Entry". If this box is checked, the "Excl from Soil Entry" checkbox in Employee Item Maintenance will be checked when adding this item to an employee. (Case 4399)
- Functionality has been added to allow insurance on non-personal items. In SKU Group Maintenance, when clicking on the "More" button on the ride side of the Maintenance tab, there is a checkbox that says "Non-Personal Insurance" and a field to enter the "NPI Price". This information can be changed at the item level by going to the "Insurance" button in Employee Item Maintenance. (Case 5152)
- The following enhancements will be made to the price change utility for greater functionality and ease of use:
    - Currently, the utility allows you to globally change prices by SKU. An option to either change prices for SKU or by Supergroup has been added.
    - When changing prices, users can currently select to change prices for all (i.e. everyone who gets this items will now be priced at $.12) or they can select to change prices for items that are currently a specified price (i.e. change all prices for items that are $.11 to $.12). The ability to change prices across ranges has been added (i.e. change all prices that are between $.0 and $.11 to $.12).
    - This new option will provide expanded functionality and reduce reliance of having Alliant execute price increases for the end user. Another benefit is that users can capture price changes for unit prices that go out 3 or 4 places beyond the decimal point. In the last example, the price change would capture prices such as $.5567 and $.9545.
    - Add the customer name to the Price Change Report and the Exceptions Report (Case 5009)

A/R

- On the A/R Inquiry screen and the Accounts Receivable tab of the Inquiry screen, functionality was added allowing the user to search by invoice. (Case 2948)

- On the A/R Aging Report, the One-Line Summary displays the aging total on one line per department. A checkbox was added next to the One-Line Summary option that says “One Line Per Acct”. If this box is checked, the report will print one line per account with the total for all departments. (Case 3149)

- Previously, pressing search by account in the A/R Application screen immediately brought up a list of accounts in branch/account/department order. Now, when searching by account, a box will come up to enter all or part of the account number. The grid that appears will be displayed in account/department order, regardless of the branch. (Case 3901)

- In the A/R Research screen, an option was added allowing the user to search by check number. When the user enters a check number in this field and hits the <Enter> key, a grid will appear displaying the branch, account, department, and customer name that this check was applied to. (Case 3948)

Administration

- In User Maintenance, add functionality so that users can select which price types will show up in Employee Item Maintenance for each user. A grid will be displayed with available price types and checkboxes to determine which will be shown. This will allow companies to standardize on only a few price types and eliminate common data entry errors in the office. (Case 3435)

Inquiry

- On the Customer Inquiry tab of the Inquiry screen, a pop-up message can be displayed for specific customers. This is driven by a checkbox in the upper right corner on the General Options 2 tab of Customer Maintenance (labeled ‘Prob Account’). The message is entered in the text field next to the checkbox that appears once checked. (Case 3445)

- On the Customer Inquiry tab of the Inquiry screen, a new column was added to the grid that displays the special inventory. (Case 4398)

- The search functionality on the Customer tab of the Inquiry screen now includes a search by employee name. When the user enters a name and hits the <Enter> key, a search grid will list all matching names with the branch, account, and department. If the user clicks on one of the lines for the account and employee name and hits the <Enter> key, the Customer Inquiry screen will display the customer's information. (Case 3950)

Alliant Stockroom

- On the Work Order Report, the date the work order was closed will now display. (Case 1455)

- On the Work Order tab of Plant Control Maintenance, there is now a dropdown box where the user selects how they would like to bill for work orders. The options are to bill “Immediately”, “First Assignment”, “Half Assigned”, and “Work Order Fully Assigned”. (Case 1837)

- When items are scanned in Count Station the soil is incremented in the Soil Entry by Account screen, but the counts were not previously being added to the soil entry tracking table. These counts will now be added to the table and will display on the Soil Entry Tracking Report under Reports -> Weekly. (Case 4927)

Alliant Mobile 2.0

- On the Employee Item Maintenance screen, there is a button that says "URI" in the bottom right corner. When the user clicks that button, a smaller screen comes up showing various fields related to unreturned inventory quantities. The adjustments to URI lines done on the handheld should affect the "Total Quantity Billed" and "Quantity Available for Credit". (Case 3190)

- In the approval menu in Mobile 2.0 the default setting should be unchecked for the approval. Also add a button to check all / uncheck all. (Case 4155)
- When trying to add a message to a special invoice in message maintenance an error occurs. This needs to be corrected so customers can enter messages for special invoices. (Case 5021)
- On the handheld, create a screen that is similar to the soil entry screen that will allow for the entry of price type 17 (on-demand) quantities. (Case 3428)
- Sometimes the Route Service Reps have "pickup only" stops where they are picking up soil, but not delivering anything to the customer. In this case, they would like something to appear on the handhelds notifying them that they should stop at the customer location, but no invoice should be produced. Currently, if a stop minimum exists, invoices are being created for the pickup only day with the stop minimum. Enable the checkboxes at the bottom of the Customer Maintenance screen that show when a delivery day is a pickup only day. If this box is checked, no invoice will be produced for that day. (Case 3395)

Invoice Central

- In Invoice Central, a checkbox was added to the setup screen that says “Print one total for employee”. If this box is checked, charges for non-zero employees will be totaled on one line. This functionality already exists in Alliant Route Accounting and Alliant Mobile 2.0.(Case 4317)

Statement Central

- A new checkbox was added to the setup screen of Statement Central called "Show Ref. on Statements". This checkbox allows the reference field that is used when creating a debit or credit in A/R Application to replace “Adjustment” or “Payment” as the type of invoice printed on the statement in Statement Central. If there isn't a reference, then Statement Central will still use “Adjustment” or “Payment”. (Case 4520)
- In Statement Central, a checkbox has been added to the setup screen that says “Show Check Num on Stmt”. If this box is checked, an empty box with the title “Check Number” will be displayed on the mailer statement under the “Amount Enclosed” box. (Case 4831)
- More information will be sent to the fax program when faxing from Invoice Central or Statement Central. The customer name, fax number and invoice number, if applicable, will be sent to the GFI or WinFax program to allow the user to see what accounts were sent from the send log of the fax program. (Case 4746)