



CPAs & ADVISORS



Intacct Release 2 2023 Highlights

Agenda

- Welcome/Intro
- Release 3 Highlights
 - Company and Administration
 - Accounts Payable
 - Accounts Receivable
 - Cash Management
 - Consolidation
 - Dashboards
 - General Ledger
 - Nonprofit
 - Order Entry
 - Payroll
 - Purchasing
 - Reporting – Advanced
 - Reporting – Financial
 - Time and Expenses
 - User Experience
- Closing

Presenters

Meet the Instructors



Jim Norton, CPA

Director, Accounting Technology Services



Andres Chavez

Manager, Accounting Technology Services

2023 Release Calendar

Release	Release Date
Release 1	February 17, 2023
Release 2	May 12, 2023
Release 3	August 18, 2023
Release 4	November 10, 2023

Release Highlights

Available May 12, 2023!

Ease of use	Extended functionality	Control
Quickly create expense reports from credit card transactions	Unify your accounting, payroll, and HR	Lock closed periods
Combine invoices, payments, and credit applications in one CSV import	Contracts and construction enhancements	Drill down from Account Groups to GL details
Create views in ICRW	List enhancements	Allow Employee users to view ALL Order Entry and Purchasing transactions
More prebuilt Dashboards for Service companies	Partial ownership consolidations (beta)	

How Will Users Access New Features?

On each slide, the icons below identify which release features will auto update and which will need intervention before users can take advantage of them.



Configuration needed



Update to permissions required



No action necessary, sit back & enjoy!

Did You Know?

During the quarter between releases, Sage Intacct has Off Cycle Releases (OCRs)

If something is of note, they NOTE it!

2022 Release 2

Updates since 2022 R2

Company and Administration

Accounts Payable

Accounts Receivable

Budgeting and Planning

UPDATES AND NOTICES

2022 Release 2 updates

Between releases, we add small changes and enhancements that can impact your company environment. Below is a list of changes we added since 2022 Release 2:

Date	Changes
July 14, 2022	<ul style="list-style-type: none">Wells Fargo Payment Manager: The payment service Wells Fargo Payment Manager is longer available in Intacct. Check out our replacement service, Vendor Payments powered by CSI, or explore the Sage Intacct Marketplace for alternative solutions.
July 8, 2022	<ul style="list-style-type: none">Vendor Payments powered by CSI: You now have more control over the enrollment and remittance emails sent to your vendors through Vendor Payments powered by CSI.
July 1, 2022	<ul style="list-style-type: none">Connect a bank feed to J.P. Morgan Access accounts: We're happy to announce that another top-requested bank is ready to support bank feeds.
June 16, 2022	<ul style="list-style-type: none">Wells Fargo Payment Manager: As of July 14, 2022, the payment service Wells Fargo Payment Manager will no longer be available in Intacct.

Company and Administration



Company and Administration

New Lockout Emails

What has changed: Intacct now sends an email when a user is locked out

Benefit: When a user is locked out of Sage Intacct, the user receives an email to let them know that they are locked out and that an admin can reset their password.

Your Sage Intacct account has been locked



noreply@intacct.com
To ● Keeshan, Victoria

EXTERNAL EMAIL

You have exceeded the maximum number of login attempts to Sage Intacct. Contact your company's Sage Intacct administrator to reset your password.

Company ID: PE_GBD-prv
User ID: vkeeshan

Thank you,
Sage Intacct



Company and Administration

SIREN and SIRET now supported

What has changed: Sage Intacct now supports SIREN and SIRET, unique identifiers for companies in France

Benefit: Meets French business requirements

The SIREN is a 9-digit number that identifies the company itself.

The SIRET is a 14-digit number that starts with the SIREN number of a company and is followed by another 5 digits that identifies the company's physical location or branch.



Company and Administration

SIREN and SIRET now supported

- Company/ Location/ Entity/ Contacts

Location information

Location
ID ⓘ 110
Name New York
Parent 100--USA1
Tax ID --
SIRET 12345678911111

Entity information

Entity information	Holiday
Entity	
ID 100	
Name USA1	
Federal ID 10-5000023	
Operating country Select	
Tax ID --	
SIRET 12345678922222	

Contact information

Contact information	Mailing information	Additional information
Secondary phone --		
Mobile phone --		
Pager --		
Secondary URL --		
Tax ID --		
SIRET 12345678933333		



Accounts Payable



Accounts Payable

An easier way to access vendor records



What has changed: Now when you drill into a vendor name from the Vendors list, the vendor record opens. Previously this link took you to the AP Ledger report for the vendor.

Benefits: Meet user expectations of what should happen when you click on the Vendor name.

Requirements

Subscription	Accounts Payable
Permissions	Vendors: List, View

Accounts Payable

Pay from the Bills list in a multi-currency company



What has changed: You can now pay individual bills directly from the Bills list in companies where multiple currencies are enabled.

Benefit: This option was previously only available for companies using a single currency. It is now be available for multi-base companies.

★

🏠

Accounts Payable

▼

🔍 Search

📌

Bills

Add

Done

Import

Export ▼

GL Posting View ▼

Manage views ▼

☐ Include private

Advanced filters

Clear all filters

12

(1 - 20 of 33)

Vendor ID	Vendor name	Bill Number	Date ▲	GL posting date	Total amount	State	Summary	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<a>Edit <a>View	V00014	Sage Intacct	202353363	02/28/2023	02/28/2023	\$110.20	Posted	Bills: 2023/02/28 Batch <a>Pay <a>Print <a>Reverse
<a>Edit <a>View	V00014	Sage Intacct	202353	02/28/2023	02/28/2023	\$110.20	Posted	Bills: 2023/02/28 Batch <a>Pay <a>Print <a>Reverse
<a>Edit <a>View	V00014	Sage Intacct		02/28/2023	02/28/2023	\$110.20	Posted	Bills: 2023/02/28 Batch <a>Pay <a>Print <a>Reverse

Requirements

Subscription	Accounts Payable
Permissions	Bills: List, View Pay bills: Run

Accounts Payable

Pay from Bills list in Multi-Currency Company



When you select **Pay** for a bill, a Pay bills popup opens and prompts you for payment options, such as the payment method and bank. You can choose to pay the bill immediately or add it to the outbox for later payment.

Pay bills

Buttons: Add to outbox, Pay now, Outbox payments: 0, Pay by entity, More actions

Bill currency: USD

Bank: Select bank

Set payment date to: 05/04/2023

Payment request method: Use vendor preference

Exchange rate type: Intact Daily Rate

Send payment notifications from: ExtUser[PE_PreviewConsole-prv]resendez
Joanna Resendez
joanna.resendez@sage.com

Items selected 0 | Apply credits | Clear credits | Clear payment amount

	Vendor	Bill no.	Bill date	Due date	Currency	Amount due	Payment date	Credits available
1	20015--HC Equipment Repair	INV010	01/01/2019	01/31/2019	USD	50,000.00	05/04/2023	
Total						50,000.00		

Accounts Receivable



Accounts Receivable

An easier way to access customer records



What has changed: Now when you drill into a customer name from the Customer list, the customer record opens.

Previously this link took you to the AR Ledger report for the customer.

Benefits: Meet client expectations of what should happen when you click on the customer's name.

Requirements

Subscription	Accounts Receivable
Permissions	Customers: List, View

Accounts Receivable

Edit the reversal date on posted payments

What has changed: You can now edit the reversal date on posted payment transactions, allowing you to change the date on which the reversal transaction posts to the General Ledger.

Benefits: If you make a mistake or a few, you can change it.

Requirements

Subscription	Accounts Receivable
Permissions	Posted payments: List, View, Edit reversal
Restrictions	This option is unavailable if your company is subscribed to the Contracts application.



Accounts Receivable

More date format options for emailed documents



What has changed: The ability to format dates for customers emailed invoices, statements, and dunning notices.

Benefit: Format Dates can now be changed using your personal preferences.

Navigation: Company > Setup > Email Templates.

Requirements

Use the following checklist to review the basic requirements for selecting the date format in email templates:

Subscription	Company
Permissions	Email templates: List, View, Add, Edit, Delete
User type	Business

★ Home Company

Email template

Name *
Email Template USD

Description

Template type
AR invoice

Attachments
☒ Include all document attachments in the email ?
☒ Display dates in the user preference setting



Status
Active





Accounts Receivable


More date format options for emailed documents




Your Invoice is Past Due

 joanr
To  Resendez, Joanna 12:10 AM

 Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

 invoice.pdf 36 KB ▾

EXTERNAL EMAIL




Dear Customer,





Attached is your invoice 2019-12-31. Please pay promptly.


Thank you,


Sage Admin

Your Invoice is Past Due

 joanr
To  joanna.resendez@sage12:19 AM
Cc  Resendez, Joanna

 Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

 invoice.pdf 36 KB ▾

EXTERNAL EMAIL

Dear Customer,

Attached is your invoice 12/31/2019.
Please pay promptly.

Thank you,

Sage Admin

Accounts Receivable

Send dunning notices by customer group



What has changed: You can now filter by a specific **Customer group** when sending dunning notices.

Benefit: This new option allows for finer tuning of your filter instead of more general filtering by type or a range of customers.

Requirements

Subscription	Accounts Receivable
Permissions	Print or email dunning notices: List, View, Run
Configuration	Enabled for dunning notices

Print or email dunning notices

Dunning level *
 90 Days Due

☐ Deliver to all customers contact email addresses

Invoice currency: USD Invoice currency: \${{INVCURRENCY}}

Send notices to customers with invoices. Overdue by 90 or more days

From customer

To customer

OR

Customer type

OR

Customer group
 Active Customers--Active Customers

Format

Printed document template *
 Intacct Dunning Notice

Email template

☐ Attach invoices to dunning notices

[Apply filters](#)

Dunning notice to be printed or emailed

	Print	Email	Customer ID	Customer name	No. invoices attached *	To (separated by , or ;)	Cc (separated by , or ;)	Bcc (separated by , or ;)
1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10100	Entity 100	1	To (separated by , or ;)	Cc (separated by , or ;)	Bcc (separated by , or ;)

Accounts Receivable

Apply credits in bulk through import



What has changed: You can now use the customer payments import template to **apply credits** in bulk. Note: you cannot bulk reverse the applied credits.

Benefits: You can apply **AR adjustments**, **negative invoice credits**, and **inline credits** in this way.

Please note: *Advances not supported at this time.*

Requirements

Subscription	Accounts Receivable
Permissions	Manage Payments: List, View, Add
Terminology	Terminology across locales
Restrictions	Maximum file support: <ul style="list-style-type: none">• Up to 1,000 invoices or adjustments per payment• Up to 5,000 lines per file

Cash Management



Cash Management

Linking Employee expenses from credit card transactions

What has changed: Create non-reimbursable expenses from existing credit card transactions

Benefit: Speed up data entry

Cash Management> Credit Card> Edit> Accounting Information> Enable Use with employee expenses and enter the Employee Expenses clearing account

Credit card account information Save Duplicate Ca

State or territory
Massachusetts

Accounting information

Credit card offset account *	Default department	<input checked="" type="checkbox"/> Use with employee expenses
20500--Credit Card Offset	300--Admin	Employee expenses clearing account
Default GL journal	<input type="checkbox"/> Disable inter-entity	70601--Employee Expense Clearing Account
CDJ--Cash Disbursements Journal	Default location *	
Finance charges account	100--USA1	
60600--Bank Charges	Vendor ID	
Other fees account	20006--American Express	



Cash Management

View more data from a bank feed transaction

What has changed: New data fields are available on the Bank transactions list to show you even more information

Benefit: More information to make better decisions

Bank Transactions > Create a custom view and see additional fields added:

- Payee ID, Payee address, Payee city, Payee state, Payee postal code
- Category, Subcategory, Category ID
- Extended description
- Bank reference number

Create new view

Step 1 Select the columns to include in your view Step 1 of 2

Bank account transaction feed records

<input checked="" type="checkbox"/> Bank account ID	<input type="checkbox"/> Transaction ID	<input checked="" type="checkbox"/> Posting date	<input checked="" type="checkbox"/> Transaction type
<input checked="" type="checkbox"/> Document type	<input checked="" type="checkbox"/> Document number	<input checked="" type="checkbox"/> Payee	<input checked="" type="checkbox"/> Amount
<input checked="" type="checkbox"/> Description	<input checked="" type="checkbox"/> Reconciliation status	<input checked="" type="checkbox"/> Amount to match	<input checked="" type="checkbox"/> Currency
<input type="checkbox"/> Feed type	<input type="checkbox"/> Bank name	<input type="checkbox"/> Account type	<input type="checkbox"/> Reconciliation date
<input checked="" type="checkbox"/> Payee ID	<input checked="" type="checkbox"/> Payee address	<input checked="" type="checkbox"/> Payee city	<input checked="" type="checkbox"/> Payee state
<input checked="" type="checkbox"/> Payee postal code	<input checked="" type="checkbox"/> Category	<input checked="" type="checkbox"/> Sub category	<input checked="" type="checkbox"/> Category ID
<input checked="" type="checkbox"/> Extended description	<input checked="" type="checkbox"/> Bank reference number	<input type="checkbox"/> Record URL	



Cash Management

Creation rules support inter-entity transactions

When are IETs created and what location is used?

- Whether or not an IET is created is based on different settings in your company and the location that's being used
- If you're using a transaction allocation within a journal entry template and it's associated with a location that's different than the bank account in Sage Intacct, do not specify a location on the transaction.

Reminder: Journal entry transaction templates are found in Cash Management and these templates define how to automatically create transactions in Sage Intacct to match incoming bank transactions.



Cash Management

Creation rules support inter-entity transactions

When are IETs created and what location is used?

Location specified on template?	IET enabled?	GL accounts mapped?	IET created?	Location used for journal entry
Yes	Yes	Yes	Yes	The location specified on the template.
No	Yes	Yes	Yes	The location of the bank account in Sage Intacct. If you're using a transaction allocation, the location of the transaction allocation is used.
No	No	Yes	No	The location of the bank account in Sage Intacct.

Location specified on template?	IET enabled?	GL accounts mapped?	IET created?	Location used for journal entry
Yes	No	Yes	No	The location specified on the template.
Yes	Yes	No	No	The location specified on the template is used. If there's no location specified, the location of the bank account in Sage Intacct is used.



Consolidations



Consolidations

Introducing NEW Early Adopter program

In this release, Intacct is introducing a new early adopter feature:

- Partial ownership through tiered consolidation

Consider being an early adopter of partial ownership through tiered consolidation if you:

- Already use Global Consolidations or Domestic Consolidations
- Have requirements for non-controlling interest of subsidiary entities or multi-level roll up reporting

Please reach out with any questions to your Sage Intacct Partner.

Dashboards



Dashboards

Role-based dashboards for Service Industry QuickStart



What has changed: New dashboards available in the instances with the Service Industry QuickStart Template.

Benefit: To help people in specific roles get the information they need.

New Service Industry companies - The dashboards are included automatically.

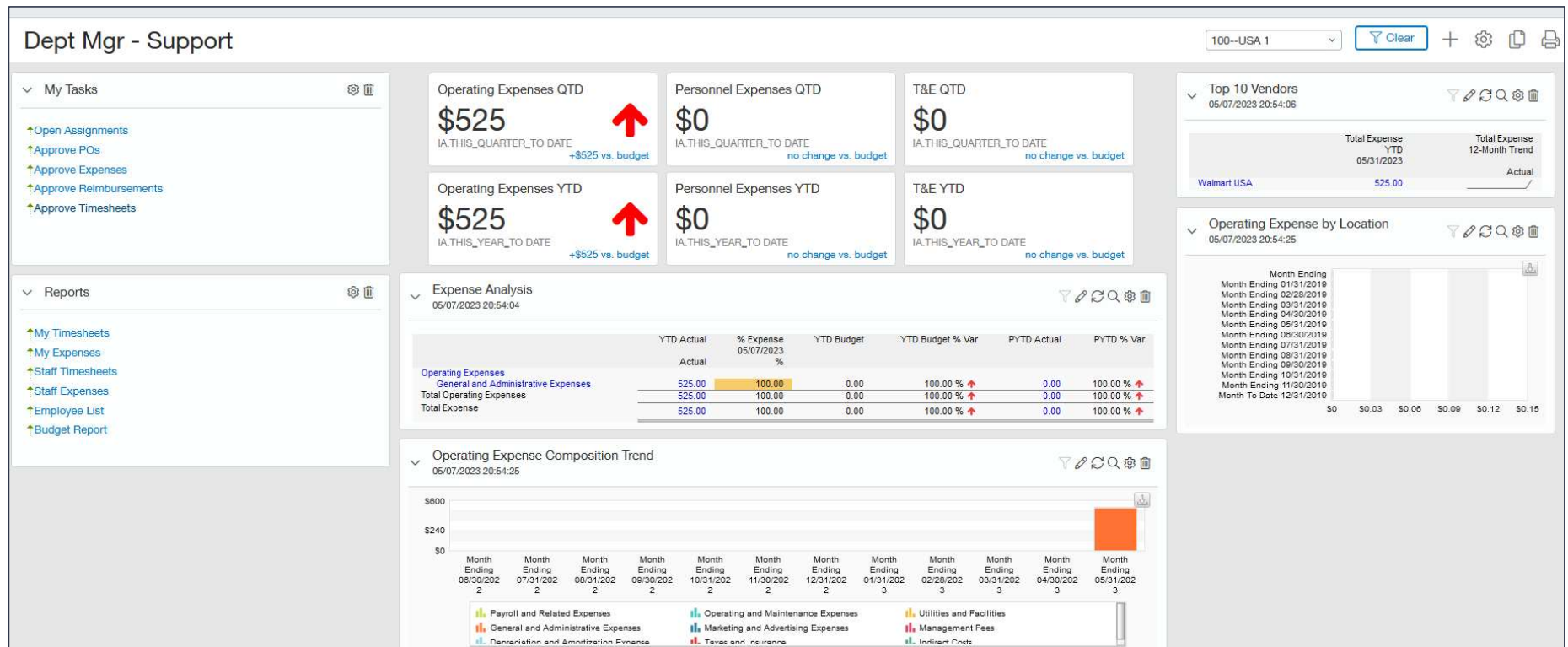
Existing Service Industry companies - Install the dashboards from the Dashboard library.

Requirements	
Subscription	Company
User types and permissions	<ul style="list-style-type: none">• To install: User type: Business Dashboard: List, View, Add, Edit• To view: User type: Business, Employee, Project Manager, Warehouse To drill down into details, you need permission to access the included data• To run reports: User type: All <Report>: Run



Dashboards

Example: Dept Mgr - Support



General Ledger



General Ledger

Lock Closed Periods



What has changed: In this release, Intacct has added the **Lock Closed Periods** permission!

Benefit: With a separate permission, you now have more control in books.

Currently, adjusting entries can still be post to a closed period. For some customers, this is considered as if all periods are still opened.

- **In Phase 1**, Release 2, Intacct enabled **Locked Closed Periods** permissions.
- **In Phase 2**, Release 3, Intacct will enhance the permission to not allow the ability to post adjustments, recurring entries, or any type of activity in a locked period.

Requirements

Subscription	General Ledger
Permissions	Books: Lock closed periods

Nonprofits



Nonprofit

New Reports for the UK



What has changed: Two new reports are now included in the QuickStart library for instances with Nonprofit QuickStart template.

Benefit: For nonprofit organizations based in the United Kingdom. These two reports are configured specifically to *align with the Statement of Recommended Practice Financial Reporting Standard for U.K. Charities* (SORP FRS 102).

Requirements

Subscription	General Ledger
User type	Business
Permissions	Financials: Add and List

Nonprofit

New Reports for the UK



To determine if your instance has the Not For Profit QuickStart Template, go to **Company > Setup > Company > Accounting** tab.

Company information

General information

Security

Accounting

Schedules

Accounting periods

Standard

Reporting method

Accrual basis

First fiscal month

January

First tax month

January

Week begins on

Sunday

Base currency

USD

Primary account no. length

4

Account field separator

--

Subaccount no. length

0

QuickStart template ?

Not For Profit

Accounting practice for funds

Net asset fund accounting

Nonprofit

New Reports for the UK



To install the reports, go to Reports > Reports Center > New Report > **QuickStart Library**

★
🏠
Reports

QuickStart library

[Clear all filters](#)

Name ▾

%UK

Install	Balance Sheet - UK
Install	Statement of Financial Activities - UK

Example:

Balance Sheet - UK		
	Year Ending 12/31/2023	Month Ending 06/30/2022
	Actual	Actual
▼ Assets		
▼ Fixed Assets		
▶ Tangible Assets	83,500,000.00	83,500,000.00
▶ Investments	505,375,446.95	505,375,446.95
▶ Other Long term Assets	(3,500,000.00)	(3,500,000.00)
Total Fixed Assets	585,375,446.95	585,375,446.95
▼ Current Assets		
▶ Cash and Cash Equivalents	221,530,214.09	221,530,514.09
▶ Accounts Receivable, Net	751,927.58	751,552.58
▶ Intercompany Receivable	2,700.00	2,700.00
Total Current Assets	222,284,841.67	222,284,766.67
Total Assets	807,660,288.62	807,660,213.62
▼ Liabilities		
▼ Current Liabilities		
▶ Accounts Payable	217,015.50	217,015.50
▶ Accrued Liabilities	6,960,000.00	6,960,000.00
▶ Intercompany Payable	2,700.00	2,700.00
▶ Note Payable - Current Portion	1,265,000.00	1,265,000.00
▶ Other Current Liabilities	1,000.00	1,000.00
Total Current Liabilities	8,445,715.50	8,445,715.50
▼ Long Term Liabilities		
▶ Note Payable - Long Term	100.00	100.00
Total Long Term Liabilities	100.00	100.00
Total Liabilities	8,445,815.50	8,445,815.50
▶ Net Assets	799,214,473.12	799,214,398.12
▼ Capital Reserves		
▶ Partners Equity	999,882,610.31	999,882,610.31
▶ Profit and Loss Account	163,856,115.99	163,856,040.99
▶ Revaluation Reserve	(364,000,000.00)	(364,000,000.00)
Total Capital Reserves	799,738,726.30	799,738,651.30

Order Entry



Order Entry

Employee Permissions UPDATED



NOTE: There is substantial overlap in Order Entry & Purchasing updates for this release.

What has changed: Greater control to give employee users permission to view transactions

Benefit: Expanded permissions increase your organization's efficiency without added expense

Under Order Entry permissions> Order Entry transactions, the permission VIEW ALL FOR EMPLOYEE has been added

Order Entry transactions	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete	<input checked="" type="checkbox"/> View all for employee
--------------------------	--	--	---	--	--	---

Order Entry

Employee Permission – VIEW ALL FOR EMPLOYEE



When this permission is selected, an employee user has these additional capabilities on the Order Entry application menu (Order Entry > All tab):

- See all the transaction types under Transactions
- See all the transaction types under View transactions
- Select the View link on any of those list pages to drill into the details of a particular transaction
- Run Order Entry reports that include all transaction types

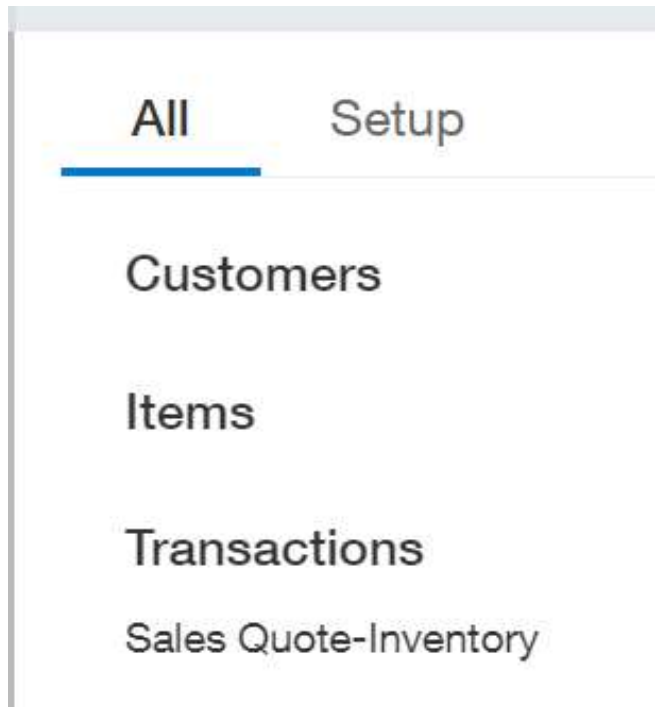
Previously, employee users could only list/ view transactions with a transaction type= quote

Order Entry

Employee Permission – VIEW ALL FOR EMPLOYEE



Before permission is enabled



Order Entry

Employee Permission – VIEW ALL FOR EMPLOYEE



After permission is enabled

All Setup

Transactions

Sales Order

Credit Memo

Sales Invoice

Sales Invoice-Inventory

Sales Order-Inventory

Sales Return-Inventory

Shipper-Inventory

Sales Quote-Inventory

Sales Invoice-Inventory Ava... ☆

Type	Document number	Reference number	Customer name	Date ▲	
<div><div>View</div></div>	Shipper-Inventory	SH0480	Example - Back Order	Real Secure Solutions	05/05/2019

Shipper-Inventory-SH0480

Print or email

Transaction History

Real Secure Solutions (10006)

Transaction date	Date due	Item totals	Subtotals	Transaction total	Transaction status
05/05/2019	06/04/2019	300.00	0.00	300.00	Converted

Date
05/05/2019

Customer
10006--Real Secure Solutions

Bill to
Real Secure Solutions


Ship to
Real Secure Solutions



Order Entry

Employee Permission – VIEW ALL FOR EMPLOYEE



After permission is enabled

 Wholesale Distribution Top level ▾

  Order Entry ▾

Sales analysis

Available items Add all	Selected items Remove all
Sales Order →	Select to move items here
Credit Memo →	
Sales Invoice →	
Sales Invoice-Inventory →	
Sales Order-Inventory →	
Sales Return-Inventory →	
Shipper-Inventory →	
Sales Quote-Inventory →	
Sales Invoice-Inventory AvaTax →	

Done

Payroll



Payroll

General Availability of Sage Intacct Payroll powered by ADP



- Now available to all US companies
- Seamless out-of-the-box integration
- Get detailed insights into labor costs, benefits usage, compensation, and attrition
- Leverage powerful employee self-service features and remote processing
- Start with Payroll and add as many or as few additional HR solutions as needed (recruiting, onboarding, benefits administration, and more)

Payroll

General Availability of Sage Intacct Payroll powered by ADP



How it works

- Journal entries from Payroll flow to the General Ledger in Sage Intacct
- New hire information and employee changes from Payroll flow to Sage Intacct
- Expense reports from Sage Intacct Time & Expenses flow to Payroll for reimbursement
- Reimbursement records from Payroll flow to Sage Intacct Time & Expenses
- Project-based timesheet data from Sage Intacct Time & Expenses flows to Payroll
- Sage Intacct dimension values flow to Payroll Time and Attendance labor charge fields
- Payroll liabilities flow from Payroll to Sage Intacct Account Payable

Purchasing



Purchasing

Employee Permissions UPDATED



NOTE: There is substantial overlap in Order Entry & Purchasing updates for this release.

What has changed: Greater control to give employee users permission to view transactions

Benefit: Expanded permissions increase your organization's efficiency without added expense

Under Purchasing permissions> Purchasing transactions, the permission VIEW ALL FOR EMPLOYEE has been added

Purchasing transactions	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete	<input checked="" type="checkbox"/> View all for employee	<input checked="" type="checkbox"/> Override exception
-------------------------	--	--	---	--	--	---	--

Purchasing

Employee Permission – VIEW ALL FOR EMPLOYEE



Things to keep in mind

The permissions for employee users to be able to add, edit, and delete transactions with a transaction type of quote **do not change**.

What if the Restrict employee user access to purchase documents option is on?

If Restrict employee user access to purchase documents is enabled on the Configure Purchasing page, employee users with View permission or View and View all for Employee permission can only see the quote type transactions that they created. They cannot see the quote type transactions that other users created.

Employee users with View all for Employee permission can run Purchasing reports that include all transaction types. However, they can only drill into the details for quote type transactions that they created.

Purchasing

Employee Permission – VIEW ALL FOR EMPLOYEE



What dependencies should I think about?

- Employee users can only create purchasing transactions that have a Template type of Quote
- ‘Restrict employee user access to purchase documents’ is a setting in the Purchasing configuration that controls what Employee users see in purchasing transaction lists other than their own documents in the purchasing transactions list.
- ✓ With the new permission VIEW ALL FOR EMPLOYEE, if the ‘Restrict employee user access to purchase documents’ option is enabled on the Configure Purchasing page, the user only sees transactions with a type other than quote when running Purchasing reports.

Purchasing

Employee Permission – VIEW ALL FOR EMPLOYEE



Restrict employee user access to purchase documents option allows the user to only see transactions with a type other than quote when running Purchasing reports.

Configure Purchasing

▼ Enable functionality

☐

Use ledger and subledger restrictions for future posting dates

☒

Enable draft mode

☒

Restrict employee user access to purchase documents

Purchasing transactions: Purchase Requisition

[Add](#) [Delete](#) [Done](#) [Import](#) [Export](#)

Created by ▼ Manage views ▼ ☐ Include private [Advanced filters](#) [Clear all filters](#)

Document number	Date ▲	State	Vendor name	Reference number	Type	Created by	
Edit View PR0006	05/08/2023	Pending	State Farm Insurance		Purchase Requisition	vkeeshan	Convert Print or email

Purchasing

Employee Permission – VIEW ALL FOR EMPLOYEE



Restrict employee user access to purchase documents option allows the user to only see transactions with a type other than quote when running Purchasing reports.

The screenshot shows a software interface for the 'Purchasing' module. At the top, there is a navigation bar with a star icon, a home icon, and the text 'Purchasing' followed by a dropdown arrow. Below this, the title 'Purchasing transaction' is displayed. Underneath the title, there is a dropdown menu labeled 'Equals' with a downward arrow. Below that, there is a section titled 'Transaction type' with a dropdown menu currently set to 'All'. This dropdown menu is open, showing a list of transaction types: 'All' (highlighted in blue), 'Purchase Requisition', 'Purchase Order', 'Vendor Invoice', 'Purchasing Debit Memo', 'Return', 'Fulfillment', 'Purchase Order-Inventory', 'PO Receiver-Inventory', 'Vendor Invoice-Inventory', 'Return_Inventory', and 'Purchase Order with Spend Mgmt'.

Reporting - Advanced



Moved that Run Button!



Moved that Run Button!



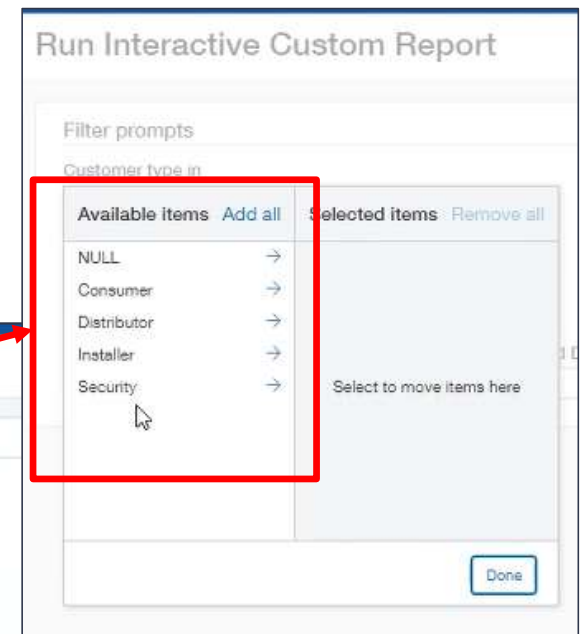
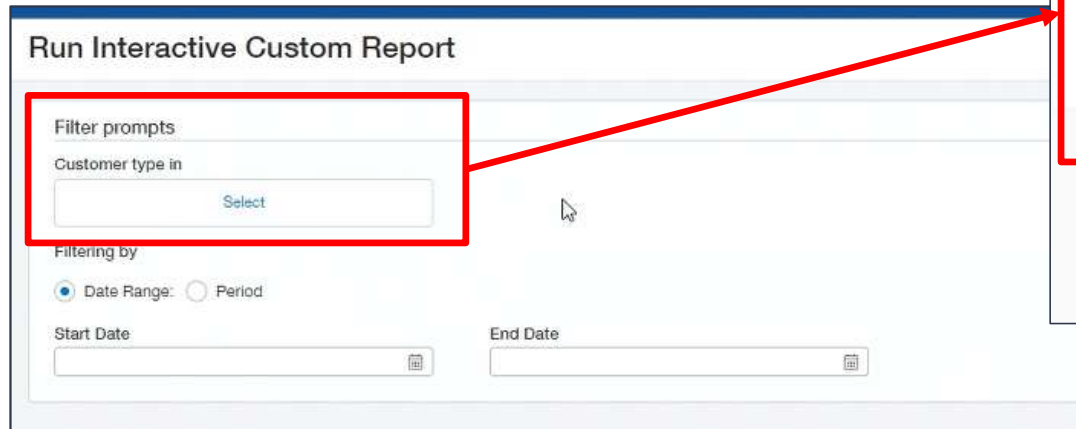
Interactive Custom Reports							Report library	Add	Done	Export
							(1 - 2 of 2)			
Name	Application	Report area	Report audience	Report type	When created	Created by				
Edit Run Run interactive AR Invoices by Customer Type - POH - 20230510	Accounts Receivable	AR Invoices			05/10/2023 06:25:35	Robert Gossett	Add standard periods	Add to menu	Advanced settings	Export def Delete
Edit Run Run interactive POH	Accounts Payable	AP Bills			05/09/2023 12:30:14	preview user	Add standard periods	Add to menu	Advanced settings	Export def Delete

Reporting - Advanced

Moved that Run Button!



Run provides filters for **Customer Types** you have setup in Sage Intacct.



Reporting - Advanced

Moved that Run Button!



Run also provides filters for **Date Range** and **Period**.

Run Interactive Custom Report

Filter prompts

Customer type in

Select

Filtering by

☒ Date Range: ☐ Period

Start Date

End Date



CPAs & ADVISORS

Reporting - Advanced

Moved that Run Button!



Run Interactive also provides filters for **Customer Type**.



Reporting - Advanced

Moved that Run Button!



Run Interactive also provides the **Date Range**, however, **period** option is not available in Run

A screenshot of a web application interface. At the top, there is a dropdown menu labeled 'Customer type' with the text '--Select Value--' and a downward arrow. Below this is a text input field labeled 'Date Range: Between'. The input field is highlighted with a red rectangular border. To the right of the input field are two small calendar icons. Below the input field are two blue buttons: 'OK' and 'Reset'. At the bottom left of the interface is a 'Refresh' button.

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



What has changed: You can now create multiple views of an **Accounts Receivable (AR)** report that focuses on varying levels of detail in the data, or that include different combinations of selected columns.

Benefits: The Interactive Custom Report Writer (ICRW) **View Selector** provides **quick access to views**, allowing users with different job functions to focus on what's most important for their role.

Requirements

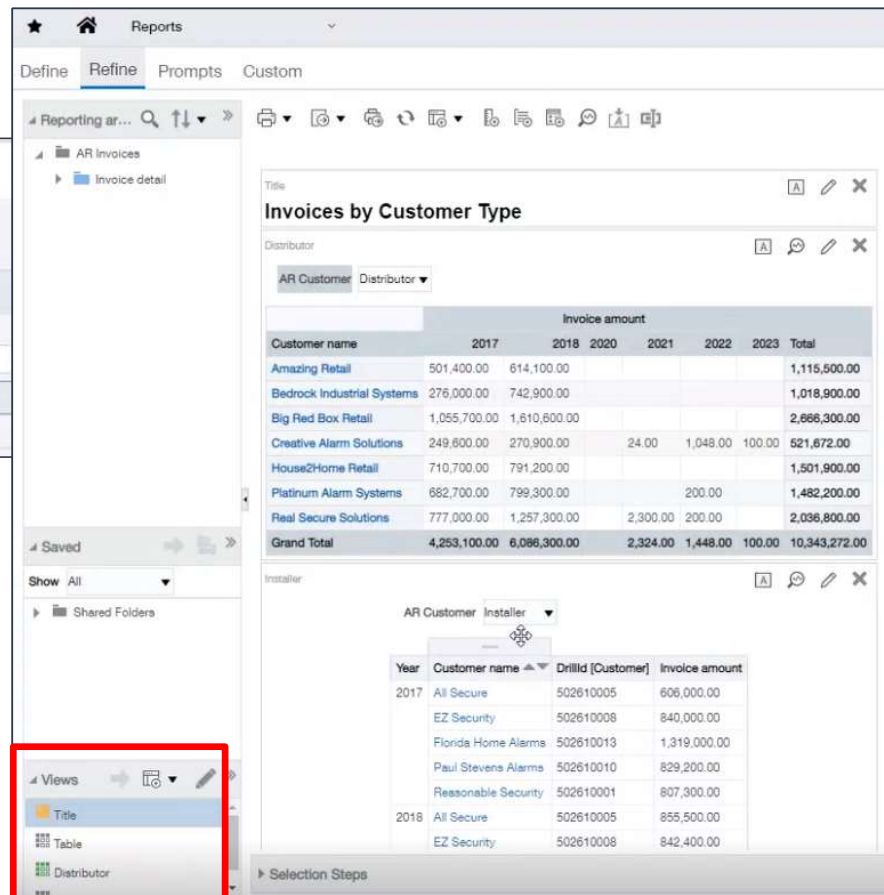
Subscription	Interactive Custom Report Writer, Interactive Visual Explorer
Permissions	Run, View, List, Add, Edit, Delete
Dependencies or other requirements	Access to data in the report or visual board you're running

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Edit opens the setup of the report to **Views**.

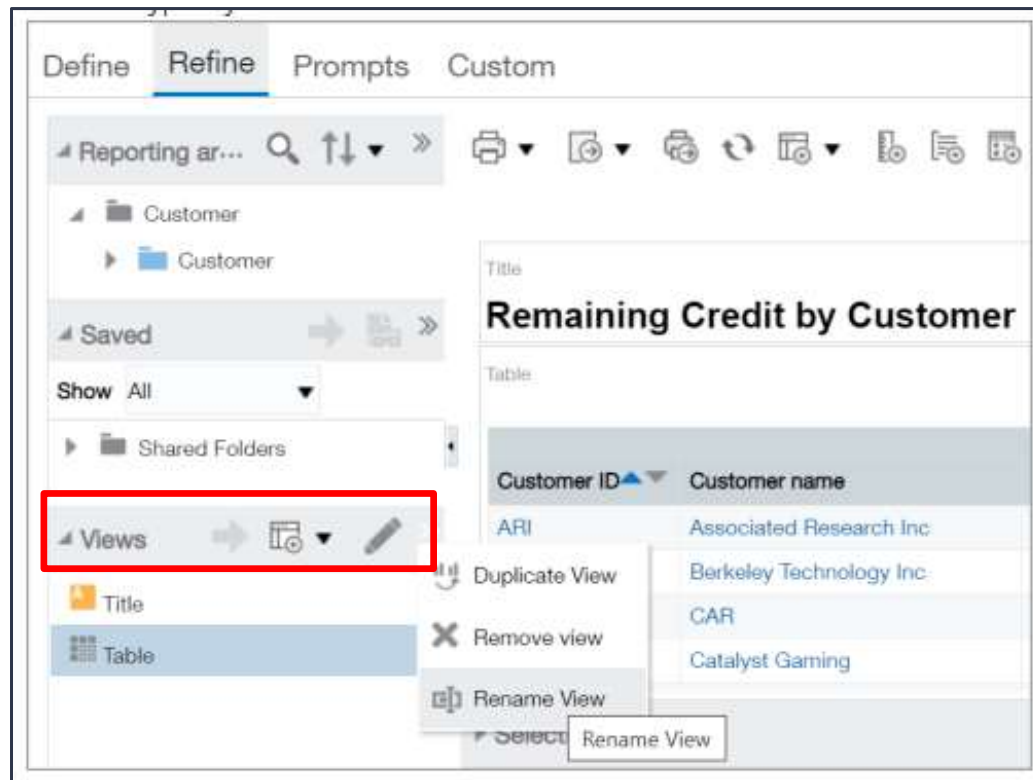


Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Step 1: To create a new view, go to **Views** panel in the lower left portion of the window, and select the **Table** view.

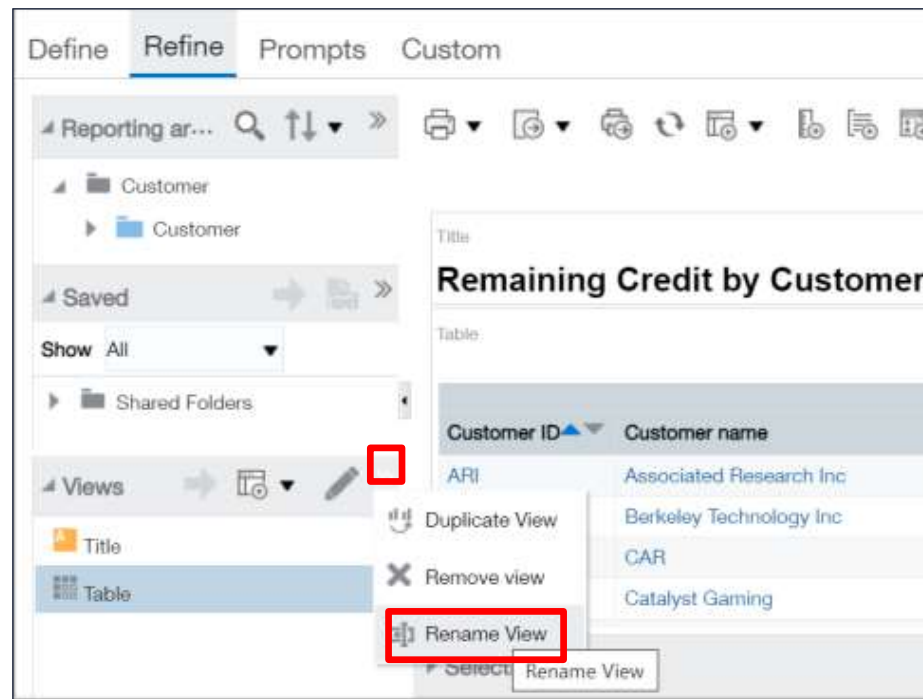


Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Step 2: In the Views panel heading, select the **right arrows>>**, then select **Show More Buttons > Rename View** and enter a descriptive **View Name**. This first view will typically contain the most extensive information.

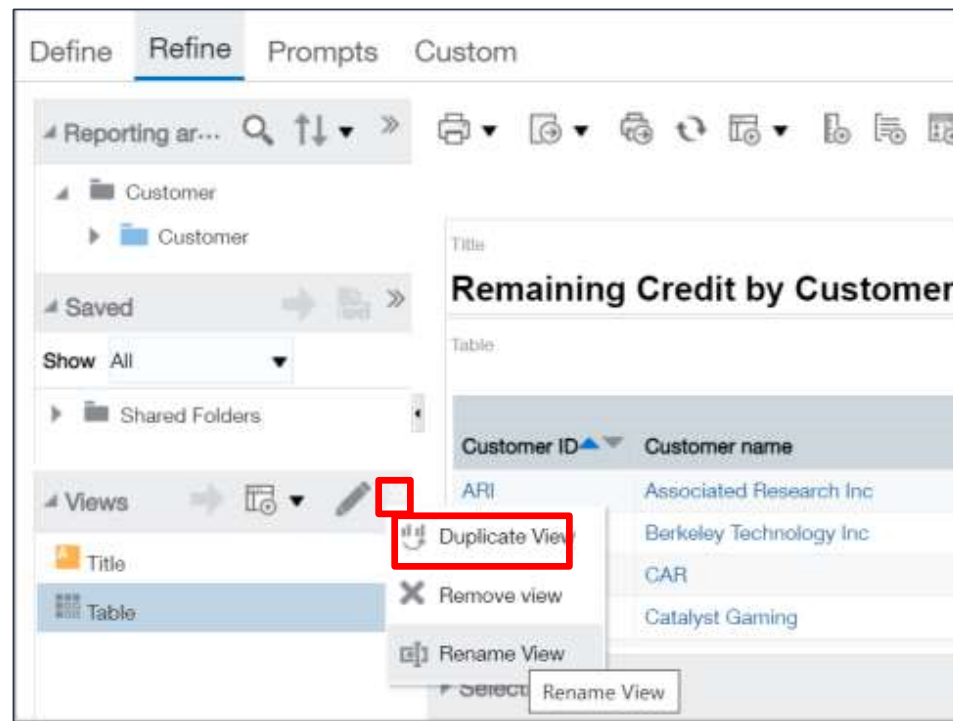


Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Step 3: In the Views panel, highlight the view and select **Show More Buttons > Duplicate View**.



Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Exclude the columns that you do not want to appear in this new view by selecting the **column heading > Exclude column**. Repeat as necessary, then select **Done** in the upper right corner of the window.

The screenshot shows the Tableau 'Refine' tab for a report titled 'Table:3'. The main view displays a table with the following data:

Customer name	Invoice amount	Year
All Secure	606,000.00	2017
	855,500.00	2018
	11,650.00	2021
Amazing Retail	501,400.00	2017
	614,100.00	2018
Bedrock Industrial Systems	276,000.00	2017
	742,900.00	2018
Big Red Box Retail	1,055,700.00	2017
	1,610,600.00	2018
Boafe Alarms and Security Systems	333,600.00	2017
	641,800.00	2018

The 'Layout' pane on the right shows the 'Columns and Measures' section with the following items:

- Attributes: Customer name
- Measures: Invoice amount
- Invoice: Year

The 'Excluded' section at the bottom is highlighted with a red box, showing the following items:

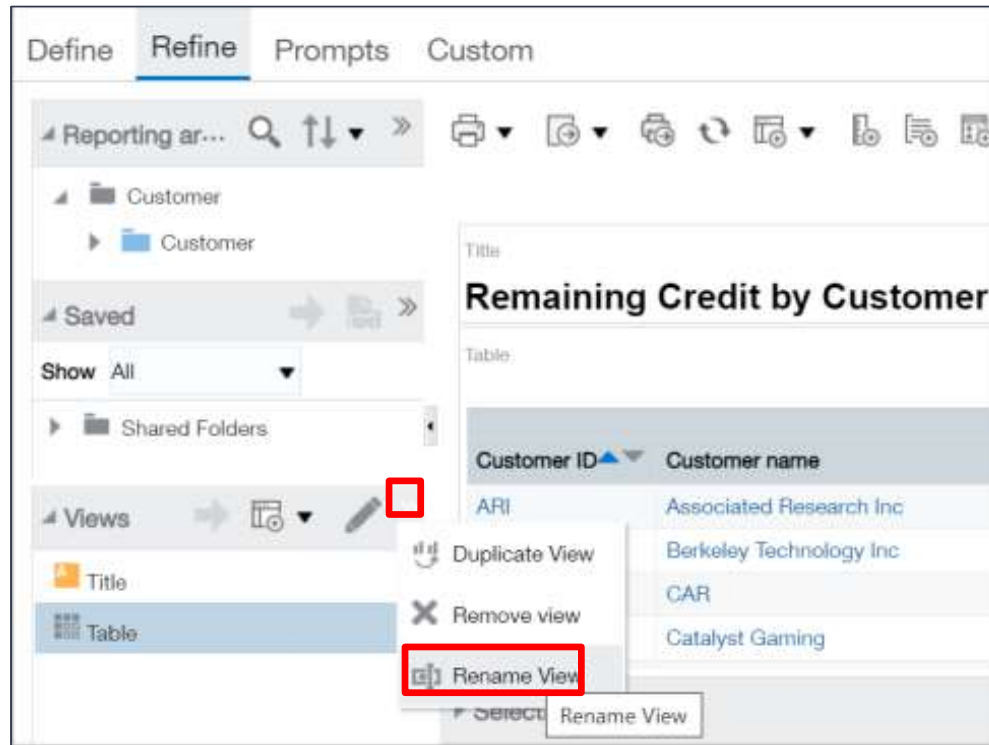
- Customer type
- AR Customer

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Step 4: With the new view still highlighted in the Views panel, select **Show More Buttons > Rename** and enter a unique descriptive View Name.



Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Repeat steps 2 through 4 to create the remaining views, decreasing the information included in each successive view.

For example:

1. The Business Analyst view (1st table) contains the most detailed information.
2. The Purchasing view (2nd table) includes less detail,
3. The Accounting view (3rd table) includes even less information
4. The CFO view (4th table) is high-level with the least detailed information.

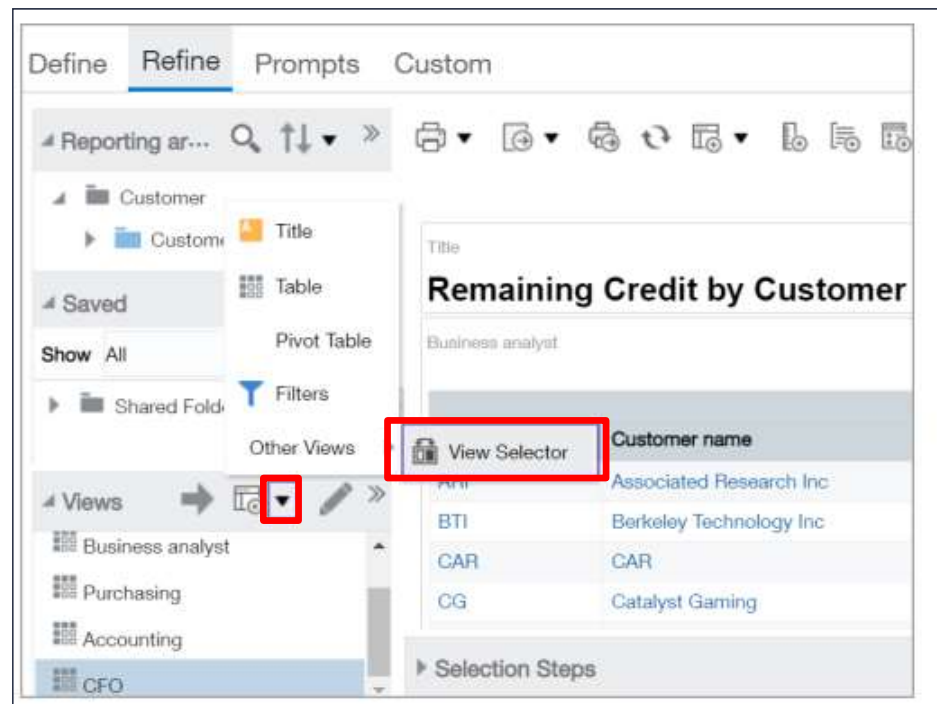
Save the report and continue on to [Access multiple views of a report.](#)

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Access multiple views: In the report with the views you created in the previous task, go to the **Views** panel heading, right-click the down arrow icon, and select **Other Views > View Selector**.



Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



In the View Selector window, go to the **Available Views** panel, highlight a view name, and then select the arrow > to add it to the **Views Include** list. You can also highlight a view name in the **Views Included** panel and select the < arrow to remove a view from the list. Repeat until all the desired views are included.

Define Refine Prompts Custom

View Selector

Caption AR customer Aa

Caption Position Start

Available Views Views Included

Report Title Business analyst Purchasing None

Accounting

AR customer focus CFO

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Enter a descriptive **Caption** for the View Selector and select **Done**. The View Selector appears in the Views list.

Define Refine Prompts Custom

View Selector

Print Refresh Filter Add Remove

Caption AR customer Aa

Caption Position Start

Available Views Views Included

Available Views	Views Included
Report	CFO
Title	Accounting
Business analyst	
Purchasing	
None	

AR customer focus CFO

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



In the **Views panel** list, highlight the **View Selector** view, then in the panel heading, select the **Add View (large gray arrow)** icon.

The **View Selector** dropdown list appears in the main window.

Select the individual views from the View Selector dropdown menu.

The screenshot shows the 'Views > View Selector' panel with tabs for Define, Refine, Prompts, and Custom. The 'Refine' tab is active. A dropdown menu is open from the 'Views' panel, showing a list of views: Business analyst, Purchasing, Accounting, and CFO. A red box highlights the 'View Selector' icon in the 'Other Views' section. A red arrow points from this icon to the 'Interactive Reports' table.

Interactive Reports

AR Customer: CFO

Customer ID	Customer name	Total due
ARI	Associated Research Inc	\$17,925
BTI	Berkeley Technology Inc	\$5,602
CAR	CAR	\$432,465
CG	Catalyst Gaming	\$416

Reporting - Advanced

Quickly Access Multiple Report Views (ICRW)



Customize individual views: You can customize the format of views individually to enhance the focus of the content. The following rules apply:

- **Formatting done from the Define tab** is applied globally to all views in a report.
- **Formatting done from the Refine tab for an individual view** is applied to that view only and overrides any previous global formatting for that view only.

The screenshot shows a reporting interface with a sidebar on the left and a main table area. The sidebar has four tabs: 'Define', 'Refine', 'Prompts', and 'Custom'. The 'Refine' tab is highlighted with a red box. Below the tabs, there is a search bar and a list of views. The main table area displays a table with the following data:

Customer ID	Customer name	On hold?	Total due	Credit limit
ARI	Associated Research Inc	False	\$17,925	\$10,000
BTI	Berkeley Technology Inc	False	\$5,602	\$10,000
CAR	CAR	False	\$432,465	
CG	Catalyst Gaming	False	\$416	\$10,000
CR106	Critical Ultramedia Inc	False	\$118	
CR107	Custom Datacom	False	\$1,506	

Reporting - Financial



Reporting - Financial

Drill-down Through Account Groups on Financial Reports



What has changed: You can now drill into account groups in Financial Report.

Benefit: Analyze your data quickly and directly by drilling down through account groups to transaction level details. These details are displayed in a General Ledger report.

Requirements

Subscription	General Ledger
Permissions	<ul style="list-style-type: none">• Drill down to all transactions from reports: Enable• Financials: List and View• General Ledger: Run

Reporting - Financial

Drill-down Through Account Groups on Financial Reports



PRE- RELEASE

Balance Sheet (in USD)	
	Month Ending 12/31/2019
▼ Assets	
▶ Current Assets	37,971,384.69
▶ Fixed Assets, Net	882,783.00
▶ Intangible Assets, Net	1,765,570.00
▶ Other Assets	1,434,525.00
Total Assets	\$42,054,262.69
▼ Liabilities and Equity	
▶ Current Liabilities	28,240,760.81
▶ Long Term Liabilities	3,323,435.00
▶ Stockholders Equity	10,491,166.88
Total Liabilities and Equity	\$42,055,362.69

Balance Sheet (in USD)	
	Month Ending 12/31/2019
▼ Current Assets	
▼ Cash and Cash Equivalents	
Checking 1 - SVB	24,575,816.53
Checking 2 - SVB	5,228,523.63
Checking 3 - SVB	686,974.00
Cash	1,103,480.00
Cash Equivalents	662,088.00
Investments and Securities	1,324,175.00
Total Cash and Cash Equivalents	33,581,057.16

Reporting - Financial

Drill-down Through Account Groups on Financial Reports



Following 2023 Release 2

Balance Sheet (in USD)	
	Month Ending 12/31/2019
▼ Assets	
▶ Current Assets	37,882,033.82
▶ Fixed Assets, Net	882,783.00
▶ Intangible Assets, Net	1,765,570.00
▶ Other Assets	1,434,525.00
Total Assets	\$ 41,964,911.82
▼ Liabilities and Equity	
▶ Current Liabilities	28,204,760.81
▶ Long Term Liabilities	3,323,435.00
▶ Stockholders Equity	10,437,816.01
Total Liabilities and Equity	\$ 41,966,011.82

General Ledger report

[Customize](#)[View](#)[Print](#)[Process & store](#)[Add to dashboard](#)[Memorize](#)[Export](#)

Posted dt.	Doc	Memo/Description	JNL	Curr	Txn amt	Debit (USD)	Credit (USD)	Balance (USD)
		10010 - Checking 1 - SVB (Balance forward As of 12/01/2019)						23,880,422.14
12/31/2019		Receipts(Bank-100_CHK) - 100: December 2019 Batch Summary Entry	CRJ	USD	35,000.00	35,000.00		23,915,422.14
12/31/2019		Receipts(Bank-100_CHK) - 100: December 2019 Batch Summary Entry	CRJ	USD	576.00	576.00		23,915,998.14
Totals for 17710-001 - Deferred Expense - Commission						0.00	0.00	4,400.00
17710-002 - Deferred Expense - Royalty (Balance forward As of 12/01/2019)								2,200.00
Totals for 17710-002 - Deferred Expense - Royalty						0.00	0.00	2,200.00
Grand total						2,677,473.30	1,181,509.95	41,964,911.82



CPAs & ADVISORS

Reporting - Financial

Drill-down Through Account Groups on Financial Reports



Adding an **account group filters** will/can remove the ability to drill in the Totals.

Example: *Current Assets account group* is filtered by **Department 200-Services**.

Balance Sheet Total Assets link is active

Balance Sheet (in USD)	
Month Ending 12/31/2019	
▼ Assets	
▶ Current Assets	37,882,033.82
▶ Fixed Assets, Net	882,783.00
▶ Intangible Assets, Net	1,765,570.00
▶ Other Assets	1,434,525.00
Total Assets	\$ 41,964,911.82
▼ Liabilities and Equity	
▶ Current Liabilities	28,204,760.81
▶ Long Term Liabilities	3,323,435.00
▶ Stockholders Equity	10,437,816.01
Total Liabilities and Equity	\$ 41,966,011.82

Current Assets

Account group information

▼ Report filters

Debit or credit
No filter

Department
Specific departments

200--Services

Location
No filter

Vendor
No filter

Balance Sheet Total Assets link is no longer active

Balance Sheet (in USD)	
Month Ending 12/31/2019	
▼ Assets	
▶ Current Assets	11,413,652.49
▶ Fixed Assets, Net	882,783.00
▶ Intangible Assets, Net	1,765,570.00
▶ Other Assets	1,434,525.00
Total Assets	\$15,496,530.49
▼ Liabilities and Equity	
▶ Current Liabilities	28,204,760.81
▶ Long Term Liabilities	3,323,435.00
▶ Stockholders Equity	10,437,816.01
Total Liabilities and Equity	\$ 41,966,011.82



Time & Expenses



Time & Expenses

Sage Intelligent Time Enhancements



What has changed: Track employee time across multiple entities and sync data in real time

Benefit: Ability to easily switch between different entities in Sage Intelligent Time and improved sync times

Previously, Sage Intelligent Time could only display one entity, but this allows you to track time for employees who work across different entities and improves your workflow.

Changes made in Intacct such as creating a new project are synced to Sage Intelligent Time in real time and no longer require a 15-20min waiting period.

User Experience



User Experience

Learn More About Subscriptions



What has changed: The Subscriptions page now has a Details link on selected subscriptions (**Contracts** and **Projects**).

Benefit: to help you decide whether a specific subscription is right for your company.

User Experience

Learn More About Subscriptions



The Details link goes to more information on [Sage Intacct Subscription Management](#) page.

Subscriptions

Applications Custom packages

Contracts
Streamline recurring revenue management according to the ASC 606 rules, including renewals and forecasting, with real-time updates to contract accounting, and produce subscription billing with flexible, automated billing schedules and pricing strategies. [Details](#)

Projects
Manage and track your projects, including as customers. Set up automatic processes, such as approvals. [Details](#)

Subscription billing software

Tailor pricing models and billing schedules to fit your business with SaaS subscription management.

[Talk to our experts](#) [See how it works \(2:03\)](#)

Contract	Contract type	Contract status	Contract start date	Contract end date	Contract renewal date
Contract 1	Standard	Active	2023-01-01	2023-12-31	2024-01-01
Contract 2	Standard	Active	2023-01-01	2023-12-31	2024-01-01
Contract 3	Standard	Active	2023-01-01	2023-12-31	2024-01-01

User Experience

Updates to Import Templates



What has changed: We've updated more import templates from **XLS format** to the **XLSX format**.

Benefit: The new templates are more flexible and easier to use than previous templates.

User Experience

Updates to Import Templates



The updated import templates are in **Company > Setup > Import Data**.

- General Ledger journal entries
- Accounts Payable Vendors
- Accounts Receivable Customers

Other



Other Enhancements

Not Covered in This Presentation

View the release notes and/or release videos for more detail on enhancements in:

- Taxes (TPAR for Australia)
- Web Services (Dev Portal Blog)
- Sage Intacct Planning (Multi-select filters for grid, grid entry with copy/cut & paste)
- Construction
- Contracts
- Various early adopter features

Closing



2023 Release 3

Where to Learn More

- Sage Intacct Release Notes (check out their quick release highlights video and other details feature release videos):

https://www.intacct.com/ia/docs/en_US/releasenotes/2022/2022_Release_3/2022-R3-home.htm?tocpath=All%20release%20notes%7C2022%20Release%203%7C_____0

For questions/strategy around release functionality for your organization:

- GRF Sage Intacct clients – contact support@grfcpa.freshdesk.com
- GRF Outsourced Accounting clients – contact your GRF OAAS team members
- Other Sage Intacct clients – contact your Sage Intacct rep or partner

Questions?

Contact Us



CPAs & ADVISORS



Maryland | DC | New York
877-437-4771 | www.grfcpa.com

Jim Norton, CPA

Director, Accounting Technology Services

jnorton@grfcpa.com
301-951-9090

<https://www.linkedin.com/in/jamesanorton/>



Andres Chavez

Manager, Accounting Technology Services

achavez@grfcpa.com
301-951-9090

<https://www.linkedin.com/in/andres-chavez-5a031867/>



Disclaimer

This webinar is not intended as, and should not be taken as, financial, tax, accounting, legal, consulting or any other type of advice. While we use reasonable efforts to furnish accurate and up-to-date information, we do not warrant that any information contained in or made available in this webinar is accurate, complete, reliable, current or error-free. We assume no liability or responsibility for any errors or omissions in the content of this webinar.

The use of the information provided in this webinar does not establish any contractual or other form of client engagement between GRF CPAs & Advisors and the reader or user. Any U.S. federal tax advice contained in this webinar is not intended to be used for the purpose of avoiding penalties under U.S. federal tax law. Readers and users of this webinar information are advised not to act upon this information without seeking the service of a professional accountant.

Training

Training

Reminders



- Customer Office Hours
 - One-hour sessions on specific topics hosted directly by Sage Intacct
 - Deepen your Sage Intacct knowledge
 - Build your confidence
 - Grow with your solution
 - Register at <https://www.sageintacct.com/training/customer-office-hours?referral=grfcpa>
- Sage Intacct Learning Center
 - Easier direct access (no longer need a separate permission to slide in from Sage Intacct)
 - Still need to complete a one-time setup:
https://www.intacct.com/ia/docs/en_US/help_action/Intacct_basics/Help_and_learning/Learning_Center/connect-to-the-learning-center.htm?cshid=Connect_learning_center