

The Score

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Start 2023 With Adagio Console

Adagio Accounting's Console module is a comprehensive and intuitive tool that makes the life of the Adagio Accounting admin much easier. It provides a central location for managing and maintaining the software, making it easy for you to ensure that Adagio Accounting is running smoothly, securely, and effectively.

One of the key features of Adagio Console is its ability to manage users and user permissions. You can easily add and remove users, assign roles and permissions, and control access to different areas of the software. This allows you to ensure that only authorized users have access to sensitive financial data, and that users only have access to the areas of the software that they need to do their job. The user management feature also allows you to keep track of who is using the software and when, making it easy to identify and address any potential security breaches.

Adagio Console also provides a range of tools for managing Adagio Accounting's general settings. This includes configuring the software's appearance, setting up email notifications, and managing backups. You can customize Adagio Accounting to meet the needs of your business, and to ensure that Adagio Accounting is running smoothly and securely. The ability to manage backups is especially important as it ensures that the business's financial data is always safe and can be easily restored in case of an emergency.

In addition, Adagio Console provides a range of reporting and analysis tools that allow you to view and analyze financial data. This includes the ability to generate reports, view charts and graphs, and export data to Excel. These tools make it easy for you to stay on top of financial operations and make informed, data-driven decisions. The ability to generate reports also allows you to share financial information with other stakeholders in the business, such as management or investors.

Furthermore, Adagio Console also lets you manage Adagio Accounting's security features. This includes setting up password policies, monitoring user activity, and managing security alerts. You can set up password policies to ensure that only authorized users have access to the software and that their passwords are secure. The monitoring user activity feature allows you to keep track of who is accessing the software and when, making it easy to identify and address any potential security breaches. The security alerts feature sends notifications to you in case of any suspicious activity, so you can take quick action to prevent any potential breaches.

Adagio Console also provides a centralized location for managing system settings, including managing the software's license, monitoring system resources and managing system updates. It allows you to easily keep track of the license status, system resources usage, and updates for the software. This feature ensures that the software is up-to-date, and that it is not exceeding the allocated resources, which can cause performance issues.

Overall, the Adagio Console is an essential tool for the Adagio admin. It provides a central location for managing and maintaining Adagio Accounting, and it makes the admin's life easier, helping to ensure that the software is being used effectively to manage the business's financial operations. Console provides a comprehensive and user-friendly interface that allows you to have full control, making it easy to manage and maintain Adagio, and ensuring that the business's financial operations run smoothly.

If you haven't installed Console yet, give us a call or send us an email and we will look at what Adagio Console can do for your Adagio installation.

Adagio Payments

If you take credit card payments on a one-time or recurring basis for rent, membership dues or customer invoice settlement, Adagio Payments will save you hours of manual processing each month.

This module provides integrated PCI-DSS compliant credit card storage and processing using North American Payment Solutions. Store multiple credit cards for a customer in a safe and secure way. Automatically pre-authorize and capture credit card payments and flow them through to Adagio BankRec. Process payments and credits without leaving Adagio.

Find out more at <https://www.softrak.com/products/financials/payments>.

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Account Missing Dept. Code

Question: We recently discovered that when we created an account in the end of 2021 we neglected to include a department number.

We have closed the year, so is there any way to go back and add that department number to the account so that it will print correctly on reports and financials as a comparative?

Answer: You cannot change GL account codes (just like you can't change Customer codes, Vendor codes or Inventory items). However, there is a 3rd-party utility, Dakota Software's ToolKit for Adagio, that will allow you to make the change.

Alternatively, you could create the correct GL account (Account + Department) and make a Prior Year post to transfer the year-end balance from the wrong account to the correct one. If that doesn't sound familiar, we are happy to help. Then, make the wrong account Inactive afterwards.

The first option is cleaner and gives better results; the second option is less expensive.

Adagio Dashboards

Question: Is it possible to create and display dashboards in Adagio?

Answer: You could use the ChartView chart functions in GridView and build a dashboard with a workspace. This functionality is now an included feature in GridView, and is no longer an "add-on". Here's a video from Softrak's YouTube Channel describing how to use ChartView to provide graphical representations of your accounting data inquiries:

https://youtu.be/xmyBBKMc_ck

Export Period 14 Transactions

Question: I'm trying to export my GL transactions, but I have items posted to an adjustment period, "period 14", and there doesn't seem to be a way to include them on the export. Can I do this?

Answer: No, you can't export transactions for Period 14. However, you can use ExcelDirect to export a Detailed Listing. There is an option for "Include YE adjustments". That should achieve the same purpose.

AP Listing by Accounting Date

Question: Is there a way of printing an AP Open Payables list by Accounting Date rather than Transaction Date?

I'm trying to prove my year end GL balance for the AP Control Account and there were a couple of invoices dated the next month which I booked into the previous month to get the expense in the right period, but when I pull the Open Payables list it doesn't show those transactions.

Answer: You can only run an Aged Open Payables report, which has the option to print by Transaction Date or by Accounting Date. To balance this with the Control Account, you should have Edit Accounting Date enabled in the Company Profile in Payables, and have retrieved the transactions in the GL by Subledger Date.

Also, if the Aged Open Payables report is greyed out, you have to adjust your Security Group so that you have access. And once you do that, you will see the option to toggle between the dates on the report dialogue box.

Clear "Net Zero" invoice in AP

Question: What is the best way to clear two invoices that net to zero if we won't be receiving any more invoices from that particular vendor? We were taught to use the manual checks option and select no print to clear invoices that net out to zero. However, this time, it says "Unable to post batch. There are no details for this check".

Answer: You have to select the documents so that the "Apply To" fields show a value. They have to net to \$0.00.

You can find more tips like this in the Softrak Technical Support Forum at www.softrak.com through the Client Portal.