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Year End
2011

Sage ERP MAS 90 & MAS 200 Newsletter

In This Issue:

The Year in Review

Year End Tools, FAQs, and Resources

Important Deadlines and Tax Info

The Road Ahead

Additional Closing Procedures and Tips

THE YEAR IN REVIEW

Every year brings new features, performance improvements, and better value for your investment in Sage ERP MAS 90 and MAS 200 ... and 2011 was no exception. Here's a look at the year in review.

Introducing Version 4.5

Just when you thought Sage ERP MAS 90 and MAS 200 couldn't get any better, Sage released Version 4.5 which provides tremendous value for customers on a current maintenance plan. In fact, many of your top enhancement requests were incorporated into Version 4.5 including National Accounts Management in AR, new features in Payroll, improved purchasing processes, and streamlined Sales Order entry. Plus, all customers that upgrade get a free SageCRM Server license and SageCRM user license so that you can experience the power of an integrated front and back office first hand.

If you're running an older version of Sage ERP MAS 90 or MAS 200, [Contact us](#) and we'll send you a copy of the [Version 4.5 Release Guide](#) with all the details.

Sage ERP MAS 200 SQL Version 4.45

Late last year, Sage totally overhauled the underlying technology of MAS 200 for Microsoft SQL Server. Compared to legacy versions of MAS 200 SQL v3.X, the new MAS 200 SQL is fast, flexible, and performs like "true" SQL Server accounting software. Previously available only for new installations, MAS 200 SQL Version 4.45 introduces an upgrade path for **current** customers.

MAS 90 Online

Look, up in the sky. It's a bird, it's a plane, no it's ... MAS 90 in the Clouds. Rolled out in late 2011, Sage ERP MAS 90 Online is a cloud-based ERP solution that's ideal for small businesses with remote employees or multiple locations.

Hosted "in the clouds" by Sage, MAS 90 Online is a great choice for small businesses that want anywhere, anytime access to their accounting system without the upfront cost of hardware, network configuration, and ongoing IT support. And with the convenient pay-as-you-go option, the up-front costs of implementation are eliminated.

[Contact us](#) to learn more about [MAS 90 Online](#) - cloud software at its best!

SageCRM Version 7.1

This year, Sage announced the launch of SageCRM v7.1 which boasts powerful new Social Media management tools, built-in e-marketing, iPhone integration, and the highly-anticipated Interactive Dashboard - a customizable workspace that helps you manage your appointments, tasks, activities, and anything else you need to get your job done effectively.

Get all the details at www.SageCRM.com/v7.1



Need help figuring it all out? Be sure to contact us with any questions about upgrading, updating, or anything in between!

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2011 YEAR END FAQ'S

For Payroll, Electronic Reporting, and 1099's

To help you get a jump start on closing the year out smoothly, here are some of the most Frequently Asked Questions and answers related to Payroll, Electronic Reporting, and Accounts Payable.

When will the year end Tax Table Update (TTU) and Interim Release Download (IRD) be available?

The Q1 2012 TTU and IRD are expected to be available December 20, 2011 and will be available for download from the "Sage MAS Support" section of [Sage Online](#). Sage will update the TTU with any late-breaking legislative changes, as necessary, throughout January 2012.

Do I need to download the 2011 IRD for 1099 Reporting in Accounts Payable?

NO. For 1099 reporting, there are no changes so **no IRD is required**. If you performed 1099 reporting last year in MAS 90 or 200, you should have all the programs you need for this year.

Note: If you're running version 3.74, 4.2, 4.3, or 4.4, you must have the year-end IRD from last year (2010) installed.

Do I need to download the 2011 IRD for W-2 Payroll Reporting?

YES. Install the 2011 year-end IRD. Before installation, check to be sure you are running one of the following minimum requirements (or update your system first):

- **3.74, 4.2, or 4.3 and** you must have last year's IRD (2010) installed
- **Version 4.4** - ready to install current year IRD (2011)

Do I need the 2011 IRD if I'm running Payroll in Version 4.5?

NO. All of the program changes included in the IRD are already installed on your system. However, you'll still need to download & install the Q1 2012 Tax Table Updated (TTU) before processing your first payroll for 2012.

When will the year end Federal and State eFiling and Reporting updates be available?

After December 20th, you can access the W-2 eFiling updates for Payroll and 1099 updates for Accounts Payable. Simply click "eFiling and Reporting" in Sage ERP MAS 90 or 200 and the system will automatically prompt you to apply the online update.

What changes were applied to Electronic Reporting?

In accordance with the Social Security Administration's 2011 specifications for electronic W-2 filing (EFW2), Codes DD (Cost of employer-sponsored health coverage - not mandatory for 2011) and EE (Designated Roth contributions under a Section 475(b) plan) for Box 12 have been added.

A new field has also been added to identify the type of employer. That field is populated via drop-down box on the "Additional Information" panel in W-2 electronic reporting after installing the 2011 year-end IRD. No changes were required for electronic 1099 filing.

How do I get a logon to access the secure Sage MAS Support website?

If you do not have a current logon to Sage ERP MAS Support, go to www.sagesoftwareonline.com and click the "Register Now" link. You'll need both a current agreement or subscription plan along with your Sage Account number to register.

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2011 YEAR END FAQ'S (CONTINUED ...)

What's New in eFiling and Reporting This Year?

To make it easier to use and understand the eFiling and Reporting process, a “test drive” feature was added last year which allows you to walk through the process of W-2 filing without making any permanent changes or edits. The test drive feature has been added for 1099 processing as well.

In addition, the eFiling and Reporting website offers text message alerts and customizable calendar-style reminders to help keep things on track. Plus, new “return later” instructions are available at the end of the W-2 and 1099 processes to assist you in reprinting, making corrections, or processing additional copies.

Are there changes to filing through Magnetic Media?

While some states may still accept these filings, the Social Security Administration (SSA) no longer accepts W-2 information from employers on any type of magnetic media.

The Sage ERP MAS 200 for SQL Version 3.74 Magnetic Media module and MAS 90 or 200 Versions 4.2, 4.3, and 4.4 Electronic Reporting module will allow you to create the **EFW2 file format** that's required by the SSA (provided you've downloaded and installed the applicable IRD on your system). The file, which will be created as **W2REPORT.TXT** in the **EFW2/“companycode”** directory, can be uploaded to www.ssa.gov/employer.

Note: If your state accepts magnetic media filings and uses the Federal EFW2 format, you can use the Electronic Reporting module to create the media for your filing. ★

IMPORTANT DEADLINES & TAX INFORMATION



January 31, 2012 - Deadline to issue W-2, 1098, and 1099 forms to employees and independent contractors.

January 31, 2012 - Deadline for filing quarterly payroll & annual sales tax returns.

Depreciation and Section 179 Expense - Last year's Small Business Jobs Act (SBJA) of 2010 **increased** the Section 179 deduction to **\$500,000**.

The phase out threshold for qualifying Section 179 expenses increased to **\$2 Million**, up from \$800,000 previously.

Standard Mileage Rate - Beginning on January 1, 2011 through June 30, 2011, the standard mileage rate for operating an automobile for business use is **51 cents per mile**. From July 1, 2011 through December 31, 2011, the standard mileage rate increases to **55.5 cents per mile**.

HIRE Act Worker Retention Credit - if your business hired a previously unemployed worker last year, 2011 is the year you qualify for up to a \$1,000 tax credit for keeping that person employed.

Informational Reporting of Employer-Sponsored Health Coverage - Reporting employee's annual cost of health insurance coverage on form W-2 is **NOT mandatory** until 2012. However, the ability to **voluntarily** report such information in 2011 using code DD in W-2 Box 12 will be included in the year end IRD for Sage ERP MAS 90 and MAS 200.

**Note: this information is intended as a helpful reference and is not to be relied on as tax advice from a qualified professional.*

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The Road Ahead for Sage ERP MAS 90 & 200

Looking ahead to 2012 and beyond, here are some of the developments to watch for related to your Sage ERP MAS 90 or MAS 200 system.

MAS 90 and MAS 200 Version 5.0

Expected for availability sometime in the 4th quarter of 2012, Sage ERP MAS 90 and MAS 200 Version 5.0 will focus heavily on web-enabling the product for easier mobile device access and simpler integration with other web applications. This web technology will support most major browsers - including Chrome, IE, Firefox, and Safari - as well as several mobile device platforms like iOS, Android, and newer Blackberries.

In addition, **Versions 5.0 and 5.1** will incorporate a new **Auto Update** utility that will make it much easier to schedule, manage, and install updates directly within the product. "Smart" updates will also detect any product customizations and integrations you're currently running.

As always, the new version will also incorporate many of the most requested feature enhancements as suggested and voted on by you and your fellow MAS 90 and 200 customers via www.sagemas.com/MAS_90_200_feedback.

FRx Conversion Utility

FRx retirement ... you know it's been coming for some time now and as we approach the end of 2011, it looms even closer. Mainstream support for FRx will end in October 2012.

As you probably also know, Sage introduced the Sage MAS Intelligence (SMI) Reporter as the official FRx replacement product. A new FRx Conversion Utility is in the works and designed to make the transition a smooth one. It will be designed to convert columns, rows, and reporting trees from FRx into the equivalent structure in SMI.

We'll keep you posted as more detail becomes available.



Version Support Retirement Schedule

The following Sage ERP MAS 90 and 200 version retirement schedule has been provided by Sage:

Product Version	Retirement Date
Version 4.2	September 30, 2012
Version 4.3	September 30, 2013
Version 4.4	September 30, 2014
Version 4.45	March 30, 2012
Extended Enterprise Suite Versions 1.3 and 1.4	September 30, 2012



[Contact us](#) if you'd like a copy of the most recent MAS 90 and MAS 200 Product Roadmap updated in September 2011 with all the details.

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SAGE ERP MAS 90 & MAS 200

Additional Closing Procedures & Tips

YEAR END 2011

Module Closing

Keeping Things In Order

A year end process in one module often writes data to another module. Therefore, the sequence in which you close your Sage ERP MAS 90 or MAS 200 modules is extremely important in order to avoid the risk of damaging your data.

Important: Remember to **back up your data** before starting any module closing procedures. The only way to “reverse” year end processing in Sage ERP MAS 90 or MAS 200 is to restore your data from a backup.

1. Bill of Materials*
2. Work Order Processing*
3. Bar Code
4. Purchase Order Processing
5. Sales Order Processing
6. Inventory Management
7. Material Requirements Planning (MRP)*
8. Timecard
9. Electronic Reporting/Magnetic Data*
10. Payroll (*Quarter-end processing*)
11. Accounts Receivable
12. Accounts Payable
13. Job Cost
14. General Ledger

***Note:** While there is no formal closing procedure in the Bill of Materials, Work Order, MRP, and Electronic Reporting modules, all transactions should be posted before closing the modules that follow (i.e. Distribution Modules and Payroll)

Keep in mind this is just a general guideline. If you own modules that aren't listed above or have installed any third party add-on products or Sage Extended Solutions, please contact us to discuss specific closing procedures for your company.

4 Tips for a Successful Year End

1. **General Ledger Closing** - While it's a good idea to close modules in a timely fashion, your General Ledger module can remain open for as long as you need while awaiting final processing in other modules or audit adjustments. A GL that's still open for 2011 will NOT prevent you from entering transactions for the new year.
2. **Payroll Planning** - Even if your company is on a **fiscal** year, you'll need to close out payroll at the end of the **calendar** year. It's a good idea to begin reconciling all of your payroll tax reports to the general ledger in **early December**. This gives you a chance to catch errors early and avoid filing an amended payroll tax return. **Note:** As a reminder, all W-2's and quarterly reports must be printed before processing the first payroll for 2012.
3. **Check Your Version Number** - Closing procedures can vary depending on which version of Sage ERP MAS 90 or MAS 200 you're currently running. For Version 4.0 or above, do the following to identify both your version number and service pack:

[Select Help > About Sage MAS 90](#)
4. **Get All the Answers** - We've compiled an extensive packet of checklists, closing procedures, and FAQ's related to your core modules including General Ledger, Accounts Payable, Accounts Receivable, and Payroll.



[Email us](#) and we'll send you the entire packet

We're Here to Help!

As you begin year end closing procedures and prepare to start fresh in 2012, be sure to contact us if you need assistance during this important time of year. As your software and technology partner, we're always here to help!