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ACCOUNTS PAYABLE AUTOMATION
The #1 Customer-Requested Add-on

According to a 2017 survey that Sage conducted of customers, accounts payable automation was the most requested new functionality. So it should come as no surprise that Sage recently introduced **Sage AP Automation** powered by Beanworks. Let's take a look at this new suite of AP automation features now available for **Sage 100c**.

What is Sage AP Automation?

Sage AP Automation is designed to simplify and remove manual tasks from your entire accounts payable process, from purchase to payment. Invoices enter your Sage 100c system with guaranteed accuracy and are stored securely in the cloud, saving time and removing the complexity from manual data entry. Other benefits include:

- Improved visibility into invoices and AP documents
- Better cash management
- Higher levels of payment accuracy
- Mitigation of payment related fraud

Why Sage AP Automation?

There are a variety of reasons that automating your accounts payable process could be highly beneficial to your business. Here are some common questions to ask yourself:

- Does your current process require a lot of touch points, moving parts, and paper filing?
- Is your invoice approval process manual and inefficient?
- Do you spend a lot of time manually entering AP data?
- Do you have remote employees and/or multiple locations that need access to AP invoices?

On average, a single invoice can cost businesses up to $15.96 to process manually when you consider the price of labor, materials, printing, and postage. But automating the accounts payable (AP) workflow can drastically reduce that cost to just $2.94 on average. With Sage AP Automation, the more invoices you process, the more your per-invoice (and overall) costs decrease.

What's more, manual AP processes can take approximately 11.4 days to complete as you enter data, code invoices, chase down approvals through emails and phone calls, and cut printed checks. AP automation can reduce that processing time down to just 3.6 days.

Now Available for Sage 100c

Sage AP Automation is now available for customers on a Sage 100c subscription. Be sure to get in touch if you'd like to learn more about Sage AP Automation pricing, capabilities, or benefits.

SAGE CRM
Why Mobility Matters With CRM

Perhaps more than any other department in your company, sales people spend as much time on the road as they do in the office. To stay productive, they need access to data, transactions, and customer information wherever they are. That's why mobility matters when it comes to CRM. In this article, we'll explain why.

It's More Than Window Dressing

The ability to use CRM on a mobile device is about more than just keeping up with industry trends or wowing companies with gee whiz technology. There's real business benefit in making sure that CRM is easy to access, even when you're not sitting at your desk or in front of a computer.

By improving convenience and access, you also improve user adoption which is critically important to successfully harnessing a CRM investment. It's not uncommon for sales people to continue "doing things the old way" because the new CRM software is hard to use or requires them to be in the office to update the system.

Simply put, your employees are more likely to actually use and leverage CRM - when it's easy to access - rather than view it as an unnecessary administrative burden that ties them to their desk.

Better Productivity and Data

Beyond making CRM easy to access and use, mobile CRM can foster better productivity. For example, travel time or downtime between appointments can be used enter new contact data, brush up on a customer account before a meeting, or schedule a follow up task just after a meeting.

What's more, your sales people or field reps can enter or update customer data in real-time. If they have to wait until returning to the office to input new contacts or enter meeting notes, there's a decent chance it won't get done quickly - and it may not get done at all.

Mobility in Sage CRM

Sage CRM is available for iPhone and Android making it easy to access and use on just about any phone or tablet. These mobile apps take advantage of native device functionality so the taps, swiping, and other gestures you've become accustomed to work equally well in Sage CRM mobile.

A few noteworthy features in Sage CRM Mobile include:

- Work offline and still access customers, contacts, and opportunities when out of coverage area. Data will synch back up once connected again.
- Integration with maps to plan and navigate sales appointments.
- Customize screen colors to identify different types of records at a glance (helpful on smaller devices).
- Import phone contacts directly to Sage CRM.
- Run and view sales reports on the move.

Get in touch if you're ready to get your sales team 'on the road' to productivity with Sage CRM mobile.

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SAGE HRMS
Introducing Sage HRMS 2017

Sage HRMS 2017 is now available for download. This latest version includes functional enhancements across core HR, payroll, and employee self service. Here's a closer look at what's new in 2017.

Key Improvements in HR

Here's what's new in the core HR features in 2017:

Dependents and Beneficiaries - you can now update and assign multiple dependents or beneficiaries for an employee at the same time. You can also add new beneficiaries to employee records while you're assigning insurance and savings plans *and* add new dependents while viewing an employee's Covered Dependent window.

Sending Employee Email - you can email an employee from the Demographics page where you enter the email address.

Increased Field Lengths - the number of characters that you can view in the **Job Codes Description** and **Employee Notes** fields have more than doubled from previous versions.

Program Fixes - a number of minor errors have been fixed related to Cross-Employer Transfers, Copy Insurance Plans, Senior Level Accruals Carryover, and Secure Query.

Key Updates in Payroll

With the Sage HRMS 2017 release, the Payroll module has been upgraded from version 7.2 to 7.3. Other key updates in Payroll include:

Cost Center Override – You can now use the Cost Center Override feature to update earnings and deductions in payroll with changes you make to related General Ledger codes.

Also, you can now **delete multiple timecards** at once, easily display the total **number of active employees**, and have more flexibility in withholding **taxes and deductions**.

Key Enhancements to Employee Self Service (ESS)

Key updates to Employee Self Service include:

Process Open Enrollment in Groups – Administrators can now process open enrollments in groups, view processed open enrollments, and specify rollout dates.

Employee Photos - Administrators can now see employee photos (if added) when viewing the Company Phone List and Direct Reports Organization pages.

Time Off Request Status - email notifications now include the status of time off requests. This information is especially helpful for requests edited by your employees.

Important Note About Upgrading

It's important to note that Sage HRMS 2017 will be the only supported version for the Q4 2017 product and tax update. So it's recommended that you upgrade this year.

Click for full details of What's New in Sage HRMS 2017 and be sure to contact us if you need help upgrading.

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What's the Big Deal with Business Intelligence (BI) Anyway?

Compared with established business technology like ERP systems or warehouse management software (WMS), **Business Intelligence (BI)** is a relative newcomer. But that hasn't kept BI from quickly becoming an important topic of conversation in many business circles.

Even though BI has become very popular, some companies still don't fully understand what it is and why you'd need it. In short, they're wondering what the big deal is with business intelligence reporting. In this article, we'll try and clear things up.

It's All About Supporting Informed Business Decisions

In a nutshell, the concept of business intelligence reporting comprises a set of strategies, processes, and technology that support informed business decisions. BI reporting tools - like Sage Intelligence - can gather large volumes of data across multiple systems and sources, and then present all that data in a way that's easier to digest and analyze.

Beyond traditional reports that often present static data in lines and columns, BI aims to make the reporting process more visual and dynamic by combining some of those numbers with charts, graphs, pivot tables, and dashboards.

Gaining Control of Your Business

Having simple access to accurate, real-time analysis sets the stage for faster, more informed business decisions. Gone are the days of dumping data into Excel, patching it together, and hoping all of your formulas are accurate. Or worse yet, waiting weeks for the IT department to create the custom reports you requested. By the time the reports are ready, it may be too late to take advantage of an opportunity or address a problem that has only become worse during the days/weeks you were waiting on reports.

BI Delivers the Full Picture

BI reporting platforms like Sage Intelligence empowers non-technical people with the tools to create, customize, and generate complex, multi-sourced reports that in the past, would have taken an IT technician to develop.

Without BI, some executives try and make due with what they have, but often find themselves plagued with "keyhole syndrome" - that is, trying to see what's happening in a room by looking through the keyhole of a door. With that narrow view, you're forced to make critical decisions with only a small portion of the data.

With BI, you can kick open the door and get the full picture of what's going on in your business by tapping into **ALL** of the data collected in your ERP and other software systems.

Be sure to get in touch if you'd like to learn more about BI reporting or if you're ready to put Sage Intelligence to work more effectively for your business.

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