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FACTOR

Management Information Solutions e-Newsletter

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Sage Winter Newsletter

Welcome to our first Management Information Solutions newsletter. We will be producing a newsletter regularly to keep you informed with what's new and improved with Sage software and important legislative details. This edition contains information on the latest versions of Sage 50 Accounts 2010, Sage 50 Payroll 2010 and Sage 50 HR 2010.

The Management Information Solutions Department at Anderson, Anderson and Brown are delighted to welcome Claire Bennett to the team. Claire will be responsible for the support for all Sage 50 products.

We hope you will find this newsletter of interest. Please call either Claire or one of the Management Information Solutions team on 01224 625111 if you require any further information or advice about any of the articles listed.

The Management Information Solutions Department would like to take this opportunity to wish you all a very merry Christmas and a prosperous New Year.

New Features

Sage 50 Accounts 2010

Sage 50 Payroll 2010

Sage 50 HR 2010

If you would be interested in discussing any of the above please do not hesitate to contact us.

**STOP PRESS!!
IMPORTANT VAT
CHANGES - SEE
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IMPORTANT HM REVENUE & CUSTOMS CHANGES

VAT RATE

On January 1 2010, the VAT rate is going to revert back to 17.5% - within Sage 50 Accounts you will have to make the following changes:

- Change the rate on the standard VAT tax code, by default this is T1, from 15% to 17.5%.
- Change the rate on any outstanding sales orders and purchase orders.
- Amend the VAT amount on relevant bank recurring entries.
- Amend the VAT amount on memorised and recurring entries.

Sage will be providing an online VAT change utility which will provide assistance with these steps. It can be downloaded by [Click Here to Download Update](#) and selecting the Sage 50 Accounts VAT change utilities update. *You will have to create a logon username and password to access this part of the website.* Full assistance with this can be available by contacting one of the Management Information Solutions Team.

EC SALES LIST SUBMISSIONS

January 1 2010, EC sales of services must also be recorded on the EC Sales List Submissions. This will affect your business if you're registered for VAT in the UK and supply services to traders registered for VAT in other EC Member states.

Sage will be providing an online VAT change Utility which will provide assistance with these steps. It can be downloaded by [Click Here to Download Update](#) and selecting the Sage 50 Accounts ECSL Updates. *You will have to create a logon username and password to access this part of the website.* Full assistance with this can be available by contacting one of the Management Information Solutions Team.

ONLINE VAT SUBMISSIONS CHANGES

In April 2010, some businesses will need to start submitting their VAT returns online. This will apply to all businesses that are VAT registered and have a turnover of more than £100,000, as well as those businesses who register for VAT after April 1 2010. Be prepared, contact HMRC and get your online account set up in good time. The Outsourcing department within Anderson Anderson & Brown are on hand and are actively working with existing VAT businesses to assist them with the setup for online VAT submissions.

For more details please see [here](#).

For further information please do not hesitate to contact our Management Information Solutions team below:

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What's new in Sage 50 Accounts 2010?

Thinking Money

- Get paid quicker with the new 'Pay Now' from Sage Pay option on electronic invoices
- Refunds are more straightforward as payments can be credited directly back onto a card. New Credit Note button to process credits from suppliers and customers directly to the affected invoice
- New Cash register to account for money from till takings

Thinking Time

- Recurring entries are automatically raised
- Improved payment processing, you can now sort and filter data, search by due date and view by customer
- Data import wizard allows for easier and faster data imports of Excel and CSV files
- Activity Screens have increased control and user definable preferences

Thinking Reporting

- New report navigation and an option to save your favourite reports - one click saves your report to a Favourites TAB on the Activity Screen
- Bar Code Generator for easier stock management
- Complete VAT compliance including online filing allowing you to submit and pay your VAT online in one location



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What's New in Sage 50 Payroll 2010

Now is the time to upgrade, if you haven't already done so - The new features have been specifically designed to provide you with faster processing capabilities, increased peace of mind and improved control of payroll process.

Quick Links

Quick links give you a new panel that's always in clear view, allowing you to find and execute those less common tasks more easily - whether that's recording sickness, maternity, paternity, adoption or printing historical reports, past pay-slips, or even P32 report.

Improved entry for less common tasks

Whether you're recording or calculating statutory sick pay or statutory maternity leave, the features within the quick links menu have been simplified to make it even easier for you to run your payroll quickly and efficiently.

Seamless Integration

Everything about Sage 50 Payroll 2010 has been specifically designed to work seamlessly alongside other software, such as Sage 50 HR and Excel for example, to allow your data to be transferred quickly and without hassle.

Employee List reordered

The employee list has been cleverly reordered and simplified so that the most important elements come first. New Employees can be added without hassle, with a simplified screen that makes things easy when a new person joins your business.

Pay elements simplified

Not only have Sage made it easier to add pay elements, but there are also increased decimal places to give you even greater flexibility when using fractions of money.



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What's New In Sage 50 HR 2010

Sage 50 HR 2010* is an application that works in harmony with Sage 50 Payroll to cover every aspect of Employment Legislation and compliance requirements.

Manage your people - gather everything from personal details, to pre-employment checks and proof of identity. Set different levels of access to ensure sensitive information remains confidential.

Plan Ahead - Keep track of all your employees' time off, including holidays, maternity and paternity leave, training time - no matter how complex and flexible your working hours. Sage 50 HR allows you to record holidays in hours as well as days, which means you can keep more accurate records about your employees' absence. Charts can be created and analysed to spot common trends amongst your people, such as which day people are most likely to call in sick, for example.

Avoid Disputes and protect your business - Keep track of timescales and detail behaviour alongside supporting evidence such as attendance reports, written complaints and warnings given. Statements of employment must be kept for every one of your employees, and Sage 50 HR 2010 generates them automatically. You'll also be notified when they need to change, so you always know who needs a new contract. Employment History can be automatically recorded to keep track of changes for your employees.

Manage Performance - monitor people's skills, qualifications and development enabling you to set realistic targets for achievement or spot areas requiring training to get the best from your resources. Sage HR makes it easier to spot potential and to promote from within your company or to draw up job descriptions for new recruits.

*Sage 50 HR 2010 is compatible with Sage 50 Payroll 2007 and above.



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