

# client services update



November 2005

## Tip of the Month

### Year End Procedures/Considerations/Reports to Run

Before running any month ends for the 12th month of your fiscal year, there are some year-end reports you should run. Assuming your fiscal year end is December and you run your A/R and Parts month ends at the same time, all reports mentioned below should be run immediately before you do your A/R and Parts month ends for December.

#### Equipment

You should run an Equipment Wholesale listing for new and used equipment (Report# CGI025 & CGI020) immediately before your A/R month end. These reports will give you a snapshot of your equipment inventory at year end. It is important to run this report at year end because it cannot be backdated after you start working in your new fiscal year.

#### Service Management

You should run a detailed Work in Process before your last A/R month end of the year.

```
SP0021 WORK IN PROCESS
      2. Dollar Amounts.....? 2
Detail Report (Y or N).....? Y
Dollar Amounts(List Cost or WIP).....? WIP
```

#### Parts Management

You should run a detailed parts inventory summary at year end. Use Net on Hand QTY, not Current On Hand QTY. Use Average Cost to balance to the G/L.

If you track lost sales or special order frequency, you should run a year-end listing on these fields. Most dealers run an availability listing with lost sales > 0, OR special order frequency > 0. These fields are reset to zero in Part Master Maintenance after your parts month end for your 12th month.

SPEC	ORD	LOST	SALE	AVG	COST/	YTD/	L12:	1311	COL12:	2395	11	29	97	LAST	YR
FRQ/QTY	FRQ/QTY	YTD	SALES\$	CUR	12/6	11/5	10/4	9/3	8/2	7/1	2YRS	AGC			
9	2	2.50	1313	0	0	0	0	0	2	878	0				
43	2	639355.60	2	159	143	14	34	49	32	0					

ADDED: 012980 MODIFIED: 122997  
F3=Exit F4=Costing F5=Xref F6=Trips F7=Avail F8=On Ord Det F9=Order Qty  
F10=Order Parm F11=Memos F13=History F14=Long Desc F16=Subs F17=Resv Det

#### Customer Profile

You should run a Customer Purchasing History report (CMM123) before your last A/R month end of the year. The current YTD fields in customer maintenance are reset to zero during this month end and these figures are moved into the last year column in customer maintenance. If you want to know who your best customers are this year, this is a valuable report to run. There are a couple of other options for those users who still want access to this information, but do not run this report. This detail can be accessed online through Management Central at any time, or you can QUERY the CMFIS file, which also stores this valuable information.

#### General Ledger

Even though you probably won't close your General Ledger year end until a month or two into your next fiscal year, there are a couple of things that you should note. You will need an initialized tape at year end to back up your year end information for report purposes. You will be prompted for this tape at the end of the G/L month-end run. You shouldn't use the same tape as you did last year because the file names are the same and your previous year-end information will be replaced.

Note: As of PFW Release R6V01, you have the option to back up your year-end files on the system, and in these cases a tape is no longer needed. Check with PFW Support for more details on this option.

#### Attention John Deere C&CE Dealers

John Deere will realign the North American C&CE dealer accounts under the North American AG dealer account structure the weekend of November 26th, 2005, with the new accounts taking effect the following Monday. According to Deere, Dealers should be aware of the upcoming account changes. In late October, you should receive specific details of account number changes.

Typically, it is the marketing unit code that is changing, but accounts may change and should be verified. The PFW tables that need to be reviewed are: CMBR, CMBR1, and XMIT, and the Vendor Master Maintenance Dealer screen setup for Vendor DEERE needs to be reviewed.

For DTF data exchanges, the following rules will apply:

- 1) Data uploaded to Deere by dealers before 7 PM on Friday, November 25th must include the old account numbers in order to process successfully.
- 2) Data uploaded to Deere by dealers after 7 PM on Friday, November 25th must include the new account numbers in order to process successfully.
- 3) Data uploaded to Deere by dealers before 7 PM on Friday, November 25th that includes the new account numbers will not process successfully.
- 4) Data uploaded to Deere by dealers after 7 PM on Friday, November 25th that includes the old account numbers will not process successfully.
- 5) Data generated for dealers by Deere before 7 PM on Friday, November 25th will include the old account numbers.
- 6) Data generated for dealers by Deere after 7 PM on Friday, November 25th will include the new account numbers.

#### Attention V5R1M0 Users

Please note that IBM has dropped software support for release V5R1M0. Any dealers who are still on this release should upgrade to V5R2M0 or V5R3M0.



PFW Systems Corporation  
850 Medway Park Court  
London, Ontario  
Canada N6G 5C6

support (519) 474-3700  
fax (519) 474-3949  
e-mail support@pfw.com  
web www.pfw.com

Please Route  Parts  
 Service  
 Sales  
 Office