

Pc Mars Newsletter

Spring 2016

Version 2.4.3 updates

An updated version for Pc Mars was released last week. To get the update, go to www.pcmars.com and click on PcMars, Version 2.4.3 and it will walk you through the update. Below is a list of the new things included in the patch.

1. Added a monthly selection option for FUTA and SUTA Reports in Advanced Payroll. The report format was also changed to better report monthly FUTA/SUTA due. (This only affects a few of you that are using advanced payroll.)

2. When the beginning balance is changed on the vendor screen for a creditor, the user is asked if the beginning cleared balance should also be changed to that value.

3. When the user double-clicks on liabilities on the "live" net worth screen, the liability entry screen goes to the "Group" selection entry box instead of the "Term" selection entry box, making navigation to different loans easier.

4. Fixed an issue where the paycheck calculation screen was coming up at the same time as the invalid date error

dialog.

5. Fixed an issue where a duplicate name is used for both an employee name and a vendor name. The program no longer allows a vendor name to be entered as an employee name and vice-versa. The loan report also does not report any paycheck entries, unless it is an employee loan.

6. Fixed an issue with FinPack export for Michigan and Illinois Sets of Books. There was missing FinPack export codes for Pc Mars account code 331, which was corrected.

7. "Close" buttons were added on the Budget and Cash Flow entry screens.

8. On the Advanced Payroll order form, Michigan was added to the list of states that have state tax tables available in Advanced Payroll.

9. The carryover process only asks you delete any "zero" loan vendors if both the balance and cleared balance are zero (for "creditor" enabled loan vendors).

10. The "go to previous year set of books" and "return to current year set of books" are

reset if the user manually selects a different name set of books.

11. Update the loan Vendor "override beginning balance" warning. This gives the user a better explanation of this option.

12. The warning dialog that is shown when an incorrect year is entered in Accounts Payable, was changed to default to "No".

13. Fixed an issue where the error message "AccPay.DB file does not exist" was being received.

14. The Accounts Payable setting for a set of books is now listed in the Enhanced Open/View printout.

15. Fixed an issue where Accounts Payable files were not being carried over correctly in certain cases.

We strongly encourage everyone to download the patch as it does help with software performance, especially accounts payable. Let us know if you have any issues with the download.

Questions on Patronage Dividends

Recording patronage dividends can be challenging. We developed a “cheat sheet” to try to help you with that. We have attached a PDF file that outlines how to record these transactions. You may still have additional questions or specific issues.

Please call us anytime

Given that this is the first year for many of you on PcMars, we recognize that there are significantly more questions that you may have. We are here to help and want to make sure you feel comfortable using the software to record your farm’s transactions. We now have a way to see your screen through a website called join.me and this has been helpful in several cases to walk someone through a specific question/transaction. The district agents are here to help too. Please make sure your questions do not go unanswered.

Tips and Tricks

For new users and users that are still looking for new tips and tricks to navigate the program, we would recommend checking out the news and tips section of the Pc Mars website. The address of the website is below.

<http://www.iowafarmbusiness.org/PcMars/News&Tips.htm>

Shortcuts

- If you “right” mouse click on a screen, it will bring up many of these short cut keys plus several other options to choose from depending on which screen you are in at the time. TRY IT!
- **“X” key** Press the “X” key when reconciling to clear check/deposit and move to next line or hold down the “X” key to clear **ALL** checks/deposits on the rec-

oncile screen

- **Ctrl “A”** To fill in “amount” box for check/deposit on the data entry screen **OR** click on **“Amount Left”** to fill out balance of check/deposit.
- **Ctrl “C”** Will allow you to “copy” text.
- **Ctrl “D”** When you are in the “Edit” mode, this will allow you to “delete” an entire transaction.
- **Ctrl “F”** Will allow you to “find” a transaction.
- **Ctrl “T”** If you have filled out the bottom part of your check/deposit, you can press the “Ctrl T” to fill out the “Total Amount” box on your check/deposit.
- **Ctrl “V”** Will allow you to “paste” text.
- **Ctrl “X”** Will allow you to “cut” text.
- **“F3” Key** In the “Find Transaction” screen, the “F3” key will find the next

transaction.

- **“F10” key** Press the “F10” to save your check/deposit you have entered.
- **Alt “A”** Will allow you to “add” a new transaction.
- **Alt “B”** Will allow you to “blank” a row.
- **Alt “C”** Will allow you to “cancel” your entry.
- **Alt “D”** Will allow you to continue the “description” to the next line.
- **Alt “P”** Will allow you to go to “prior” transaction.
- **Alt “S”** Will allow you to “set up” an item.
- **Alt “V”** Will allow you to “view” your transaction in a report.
- **Space bar** Press “space bar” when reconciling to clear/unclear individual check/deposit on the reconcile screen.
- **Shift+Delete** Will allow you to “delete” text.