



## Efficient Sage MAS 90 Shipping Solutions

**E**fficient delivery of your products is critical—inefficiencies can cut quickly into already slim profit margins. Sage MAS 90 ERP is equipped with the features and functionality to streamline your shipping operation.

The Shipping Data Entry function and barcode technology available in the Sage MAS 90 Sales Order module, combined with StarShip from V-Technologies, a freight manifesting solution, can give you an automated pick, pack, and ship engine to drive efficient distribution.

### Shipping Data Entry

Warehouse personnel use the Picking Sheets generated by Sage MAS 90 Order Entry to select the items from your warehouse or storeroom shelves to meet an order's requirements.

From the Sage MAS 90 Shipping Data Entry screen, the shipping desk personnel enter an order number and record the quantities shipped for each item on the order. With flexible entry choices, you can key in the item number or scan the barcode of the item number being shipped from the item's label or from the barcoded item number field printed on the picking ticket. The entry automatically increments the quantity shipped. Alternatively, you can press a single button to ship the remaining quantity on the order.

Once quantities are recorded, you can



assign items to packages, confirm freight charges, and make any necessary changes to the shipping address.

Shipping Data Entry shares the same data files as Invoice Data Entry, so creating a shipping record automatically creates an invoice. Your accounting department can review the invoice data, print the invoice, and update.

Inventory tracks the Quantity in Shipping, and dynamically deducts this quantity from the Quantity on Hand in real-time to ensure

an accurate count. Appropriately, Drop Ship items do not appear in Shipping Data Entry.

### Barcode Automation

Barcode functionality can increase accuracy and speed data entry. The scanners used to read the barcodes are relatively inexpensive, and when placed at each warehouse packing station, they promote fast, error-free order handling.

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## Efficient Sage MAS 90 Shipping Solutions CONTINUED

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Your products may already have a label with a barcode on them, or you may print labels containing barcodes from within Sage MAS 90. Many locations within Sales Order and Inventory Management support printing barcoded fields on labels and shipping documents. Using Crystal Reports and an add-on barcode font software, you can create a barcode of virtually any field, to add automation and efficiency to the shipping and warehouse control functions.

Consider barcoded sales orders and picking sheets for use during shipping. Barcoded sales order numbers, item numbers, and quantities can be printed and scanned as goods are shipped. When used in conjunction with an item barcode label, you can verify that the item shipped matches the item number on the sales order.

### StarShip Interface

Sage MAS 90 has a strong interface with StarShip, an industry-leading freight manifesting solution. StarShip includes support for UPS and FedEx (Express and Ground). Support for USPS, DHL, Spee-Dee, and a user-defined carrier can be purchased optionally. Not only does StarShip calculate the freight charges and produce barcoded shipping labels, it can even shop for the lowest rates to your customers' locations.

StarShip does not replace your shipping carrier's service, rather it is a tool that adds efficiency by giving you access to multiple carriers from a single interface—and provides two-way communication with your Sage MAS 90 accounting software.

### Automated Shipping Workflow

Here's an overview of the automated workflow:

1. Sales Order is entered in Order Entry.
2. Picking Sheets are printed.
3. At the warehouse, items are pulled for

orders using picking sheets and brought to the shipping station.

4. At the shipping station, each item is scanned or entered in Shipping Data Entry and the quantity shipped is recorded.
5. A warehouse worker packs the orders. There is an option to either identify the contents of each package or list the number of packages being shipped for the order.
6. Once Shipping Data Entry is complete, the worker clicks the StarShip button on the Shipping Data Entry tab. This brings up the StarShip entry window, populated with critical fields such as the customer's name, e-mail address, ship-to address, invoice number, purchase order number, ship-via method, C.O.D. amount, and declared value.
7. With a system-integrated scale, the worker places a package on the scale and freight is automatically calculated.
8. A shipping label is printed from StarShip.
9. The worker clicks the Save button, and StarShip writes essential data including the tracking information and the freight charge back to Sage MAS 90.
10. A packing list, invoice, or both is printed.

### StarShip Freight

For large orders or large bulky items, parcel delivery services are not the answer—these items are considered freight and must be delivered by truck. The StarShip Freight module handles larger shipments in two categories: Truckload (TL) and Less-than-Truckload (LTL). The StarShip Freight module handles everything you need to be able to ship a partial or full truckload. From rate shopping for freight carriers, to document printing and

billing — it is all in a single powerful screen.

With StarShip Freight, data entry for your shipments takes place within the StarShip user interface, rather than in Sage MAS 90. Handy tabs on the StarShip Freight screen give you quick access to all the functions and to Sage MAS 90.

From the Sage MAS 90 tab, you can select one or more sales orders from a drop-down list. If you have more than one Sage MAS 90 company set up, you can select a sales order from any of your companies from the list.

From tabs on the StarShip Freight screen you can display the item detail from the original order and you can place items into boxes and onto pallets, you can even assign lot and serial numbers right from this screen.

### We're Here To Help You

We would be happy to help you design and implement a shipping solution to meet your company's specific needs. Please give us a call. ✨

# Sales Tax Compliance Issues

There are more than 8,000 taxing jurisdictions across the United States. State, county, and municipal jurisdictions typically overlap, making it very difficult to determine what taxes to collect for a particular street address. Add to this the fact that in a typical year there are more than 3,000 changes to the tax rules and you have an enormous number of variables—and an enormous compliance burden.



## Substantial Penalties

Incorrectly charging sales tax can result in fines, audit penalties, or even class-action lawsuits. Penalties of 30 percent and higher are not uncommon, and when interest is factored in the total can be significant.

## The ZIP Code Myth

Do you rely on ZIP Codes for sales tax collection? Unfortunately, ZIP codes were created by the United States Postal Service (USPS), while sales tax rate boundaries are set at the state, county, and municipal level—they are not the same. For example, in Washington State, the Department of Revenue reports that 40 percent of ZIP codes cross up to five different jurisdictional boundaries. To add to the confusion, the USPS reports that one out of every four ZIP codes change each year.

Use of ZIP codes to determine a sales tax rate may result in a potential error rate of 10 percent. And while the use of ZIP plus 4 can result in greater accuracy, it is still not a fool-proof method.

## Expanding Scope

This complexity makes sales tax collection for the nation's businesses exceedingly difficult. To date, many businesses found a reprieve in the fact that they were not required

to collect sales tax when selling to customers outside of their home state. Those days may soon be over.

As states and local tax jurisdictions experience sales tax revenue decreases and their revenue expectations shrink, they will aggressively look for non payers through enforcement of the nexus concept. Nexus is the legal term whereby a taxing jurisdiction can claim the right to tax your business activity based on the level of activity or presence within their borders.

Increasingly, states are adopting a series of rules to establish nexus for companies that are doing business in the state without having a physical presence.

More than 40 states have now joined the Streamlined Sales Tax (SST) consortium. Its goal is to streamline tax collection and encourage compliance across states. The incentive is an offer of amnesty for past violations. Businesses reporting through this group also will avoid future sales tax audits by member states in full compliance.

## A Solution

The only way to accurately apply a correct tax rate is by knowing the real geographic location (or geocode), as well as the

corresponding tax jurisdictions.

The average business cannot hope to keep on top of this information—there is just too much data, and no centralized place to gather it. This is why we recommend you consider a sales tax management system like Sage MAS Sales Tax, Powered by AvaTax.

Sage MAS Sales Tax is a sophisticated Web-based solution that works behind the scenes, supplying the correct sales tax rate to orders and invoices in Sage MAS 90 ERP. Please call us to learn more. ✨

## (( Tips & Tricks ))

### Shipping Time Savers

Check out the following time-saving options available from the Sales Order Shipping Setup Options screen. They will save keystrokes and boost your efficiency.

1. The **Automatically Increment Quantity** check box allows the shipper to automatically add 1 to the total quantity being shipped without having to manually add 1 to the quantity at the Shipped field in Shipping Data Entry for each item.
2. Take advantage of the option to **Print Bar Codes** that will print barcoded values for the Automatic Increment Quantity toggle and the Next Package Number onto a sheet. The shipper can then scan these barcoded values from the sheet to speed the entry of data in Shipping Data Entry.

## Combating Check Fraud

**F**raud costs businesses billions of dollars each year. What can your business do to protect itself from check fraud? Here are some practical steps you can take.

### Lock It Up

Keep preprinted check stock under lock and key, not sitting next to the printer. Secure your signature stamp, plate, or digital file. Better yet, forget preprinted checks and use blank check stock. If you print your own checks using MICR ink to encode the account number and routing and transit information, be sure to allow only authorized employees access to check printing.

### Positive Pay

Positive Pay is a service that is offered by many banks to their business customers. Positive Pay allows you to control checks paid against your company's bank account to

significantly reduce check fraud.

To use Positive Pay, you prepare a data file in the required format, containing details of the checks you have issued, including check number, amount and date as well as other bank and account information. You transmit this data file to the bank. The bank compares checks received for payment against your database of all issued checks. The bank identifies items that do not match the issue amount and check number, and these become exception items. Some banks offer additional services to identify checks that exceed certain dollar amounts and stale-dated checks. The bank presents these exception items to you for consideration. You then have the opportunity to review the exceptions and decide whether or not the bank should release funds from your account for the check. This puts you in control and can help you catch altered or incorrectly processed checks before they are paid

against your company's bank account.

Using Crystal Reports, you can produce a data file containing the data your bank needs, in the format they require for their positive pay service. There is also a Sage MAS 90 Extended Solution that generates a Positive Pay file in the format required for several dozen named banks.

### Write Fewer Checks

The most effective way to minimize check fraud is by writing fewer checks. Take advantage of electronic funds transfers and direct deposit to reduce the overall number of printed checks you produce and accept.

Please call us if you have any questions. ✨

## New Extended Enterprise Suite

**S**age Software recently introduced Sage MAS 90 and 200 Extended Enterprise Suite. The Sage MAS 90 and 200 Extended Enterprise Suite combines financial, operational, customer relations, and business intelligence applications. Aimed at simplifying and integrating business management processes and workflow across an entire company, the Extended Enterprise Suite includes an embedded version of the SageCRM customer relationship management solution.

At the heart of the suite, Sage MAS 90 and 200 ERP and Sage MAS Fixed Assets provide back office financial and operations functionality. The embedded SageCRM solution supports front office sales, service, and marketing automation, while Business Insights Explorer

and the Business Insights Dashboard provide business analysis functions.

In addition to providing the operational simplicity of the product suites themselves, Sage MAS 90 and 200 Extended Enterprise Suite take the complexity out of the purchase, maintenance, and service processes with simple pricing, maintenance, and service plans.

Customers currently running Sage MAS 90 or Sage MAS 200 can pay a modest per-user fee to migrate to the Extended Enterprise Suite.

Please call us for complete details on the new Sage MAS 90 and 200 Extended Enterprise Suite. ✨

### CONTACT INFORMATION

**Michiana Accounting Solutions, Inc.**  
**4622 East State Blvd.**  
**Fort Wayne, IN 46815**  
**(260) 748-4866**  
**(260) 748-4986 fax**  
**info@masiconsulting.com**  
**www.masiconsulting.com**

