MYOB Exo Business

Release Notes

2020.3



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Introduction

What's New in this Release?

The 2020.3 release introduces cash flow reporting features to the Exo Business system.

Exo Business is an accrual accounting system, tracking business events based on the future promises to pay and represented by the operating statement. Users don't provide context or a reason for each cash movement when they input them, as they would if they were running a simple cashbook.

In Exo Business 2020.3, you can complete the picture of your business' performance and potential by including a different perspective of the business, analysing activity from a cash movement perspective. Effectively eliminating potentially distorting effects of the accrual accounting treatment of transactions and business events.

These reports becomes particularly relevant when a business is seeking investors or funding or when cash is a constraint to growth or ongoing operations. Historical cash flow information provided in these reports can be used as indicators of the amount, timing and certainty of cash flowing in and out of the business, providing a sound empirical basis for future projections and associated budgeting.

This release also updates the user interface of several Exo Business modules to give them a more modern and consistent look. These updates improve the software's usability and to align the look and feel of the Exo Business with MYOB's other desktop products and to take advantage of high-resolution displays. These changes follow the user interface updates in the core Exo Business application that were made in the 2020.1 release, and the changes to the Exo CRM and Exo Job Costing modules that were made in the 2020.2 release.

The purpose of this document is to provide essential information on the installation and use of this release:

- The **Installation** section provides an overview of the installation process, including pre-installation requirements and post installation steps.
- The New Features section describes all new features introduced in this release.
- The **Resolved Issues** section describes all issues that have been addressed by this release.
- The **Known Issues** section details any issues in this release that have been identified as requiring attention.

Installation

Pre-Install Requirements

Minimum system requirements for PCs running MYOB Exo Business components are detailed below. See the <u>Minimum System Requirements page</u> on the Exo Business Education Centre for details about the requirements and supported operating systems for MYOB Exo Business.

The performance of the Exo Business system is not assured if these requirements are not met. MYOB cannot assure performance if the Exo Business system is installed on a server that is already under load from other processes, or a RDBMS that is not suitable for an organization's volume of data.

Other Requirements

Certain features of MYOB Exo Business require one or more of the following:

- Internet access
- Microsoft Internet Explorer 7.0 or later
- Adobe® Acrobat Reader 7.0 or later

Microsoft Office connection requires Microsoft Word/Excel 2016.

Contact synchronisation requires Microsoft Outlook 2016.

This release of MYOB Exo Business requires **ExonetLib.dll** version 2020.2, which is installed with the application.

When installing manually with 64-bit Outlook integration, you must copy the file **RwEasyMAPI64.exe** from the **Supporting Files\RapWare** folder of the Exo Business DVD to the install directory. Register this file by running the following from a command prompt:

RwEasyMAPI64.exe /regserver

Note: The client installer does this automatically.

Installing MYOB Exo Business

Information on installing and upgrading MYOB Exo Business is available on the MYOB Exo Business Education Centre—see the following pages:

- Installing Exo Business
- Installing Exo Business Services

Post-Installation

Once you've installed MYOB Exo Business, you must configure it for use. You can optionally migrate data into Exo Business from another MYOB product. The configuration and migration processes are detailed in the MYOB Exo Business Implementation Guide.

Logging in to Exo Business

New MYOB Exo Business databases are installed with one or more default user accounts. When logging in to Exo Business for the first time, you must supply the following login details:

For a new blank database (EXO_LIVE):

- Default admin user = ExoAdmin
- Default admin password = ExoAdmin

For the demonstration database (EXO_DEMO):

- Default admin user = ExoAdmin
- Default admin password = ExoAdmin
- Default demo user = demo
- Default demo password = DEMO

Note: Passwords are case-sensitive, but login names aren't.

Updating the Exo Business Database

If you are upgrading from 2020.2 the database upgrade process is trivial as nearly all of the changes are to the user interface.

If however, you are upgrading from a version of MYOB Exo Business before release 2019.4.1, the database conversion process makes extensive changes to align with new database technologies. In release 2019.4.1, we added Unicode support to the Exo Business user interface which involved changing the database to support Unicode.

You'll need to run the database update utility to apply the changes. While the process to update Exo Business hasn't changed, there is an additional step to convert columns in the database to their Unicode equivalents.

Before updating client databases, partners **must** read the MYOB Exo Business 2019.4.1 Upgrade - Unicode Database Conversion whitepaper. The whitepaper details steps that you must carry out before performing the update.

Note: Prior to updating to Exo Business 2020.3, you *must* backup the database. The changes that the update makes to the database schema *cannot be undone*.

New Features

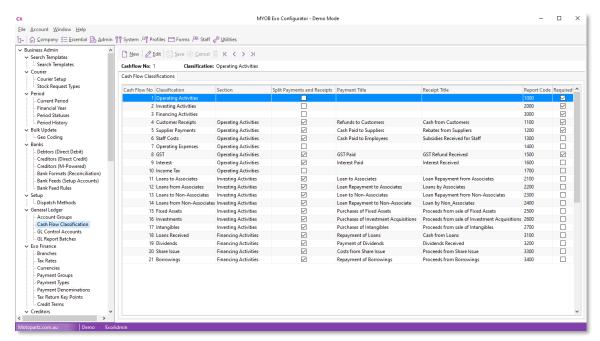
Cash Flow Reports

This release introduces a new General Ledger reporting mechanism that supplements the Balance Sheet and Profit & Loss to provide a cash perspective on your business.

Historical cash flow information provided in these reports can be used as indicators of the amount, timing and certainty of cash flowing in and out of the business, providing a sound empirical basis for future projections and associated budgeting.

Setting Up Cash Flow Reports

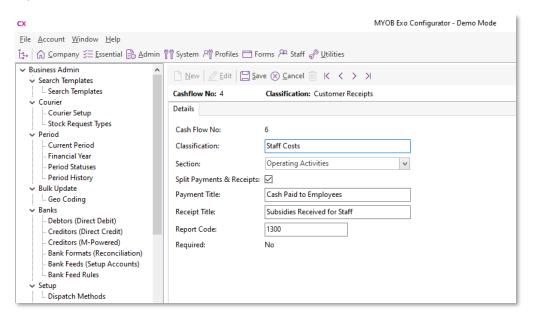
Before you can begin using the cash flow reports, General Ledger classifications need to be set up in Exo Configurator at Admin > General Ledger > Cash Flow Classification:



These determine the classifications that amounts will be organised under when they appear on the cash flow reports. Default classifications are provided, but you may need to add or edit these to suit the needs of your organisation.

Note: A new Quick Insert template (GL_CASHFLOW_CLASSIFICATION.tem) is available for bulk loading classifications.

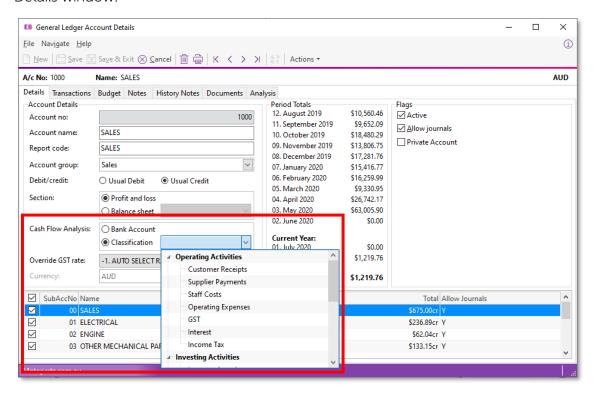
Use the **New** or **Edit** buttons to create a new classification or edit the details of an existing one:



The following properties are available for each classification:

- Cash Flow No A unique ID number assigned by the system.
- Classification A descriptive name for the classification.
- **Section** The reporting section that the classification should be grouped under. Choose from:
 - o N/A
 - o Operating Activities
 - Investing Activities
 - o Financing Activities
- Split Payments & Receipts Tick this box if the payments and receipts that fall under this classification should be separated out in reports. If this box is unticked, values for this classification will appear under the name you enter in the Classification field; if it is ticked, the two fields below become available, so you can enter a separate title for payments and receipts.
- Payment Title The title to appear in the Payments section of reports.
- Receipt Title The title to appear in the Receipts section of reports.
- **Report Code** A numerical code that determines the ordering of the classifications when they appear on reports. Classifications with lower numbers appear before those with higher numbers.
- **Required** This is a read-only property that is set to "Yes" for certain default classifications. Classifications that are marked as Required cannot be deleted, and not all of their properties can be edited.

Once the classifications are set up as required, you can edit the new **Cash Flow Analysis** properties of each General Ledger account on the General Ledger Account Details window:



For each General Ledger account, you can either mark it as a bank account, or select a classification from the dropdown, which is grouped by section.

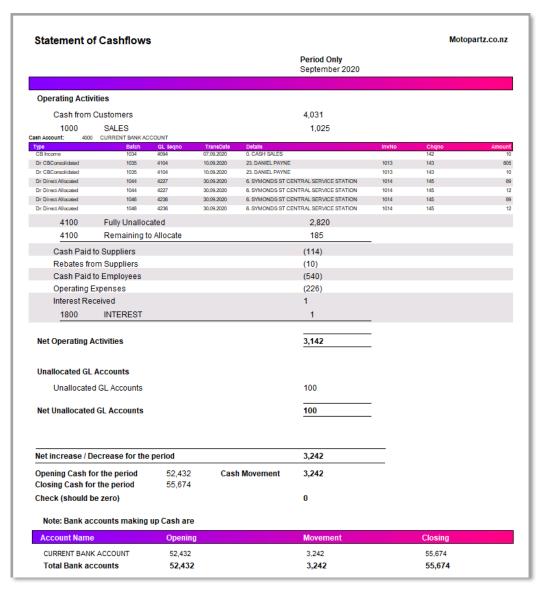
Running Reports

Once the initial configuration is complete, you can run the cash flow reports from the Exo Business core module. Three cash flow reports are available—these are Clarity reports that can be added to the Exo Business menus in the same way as any other report. The reports are:

- Cashflow Summary Report (GLMCashflowSummary.CLR)
- Cashflow Transaction Detail Report (GLMCashflowDetail.CLR)
- General Ledger Cashflow Analysis Classifications (GLMChartListCashAnalysis.CLR)

Cashflow Summary Report

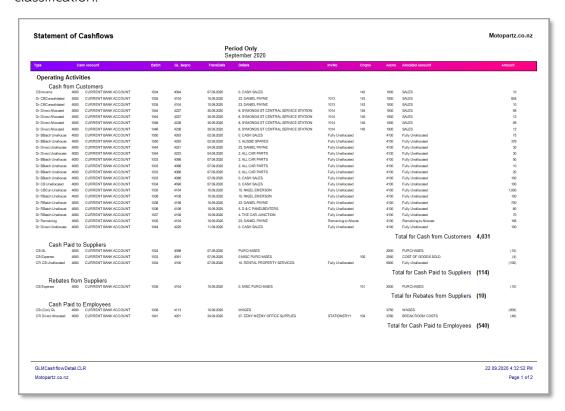
This report shows the totals of transactions for each GL classification, as well as opening cash, closing cash and cash movement totals for the period:



Clicking on a classification drills down to the accounts in that classification; clicking on an account drills down to the transactions for that account.

Cashflow Transaction Detail Report

This report shows all transactions for the selected date range, grouped by GL classification:



Sub-totals are displayed for each classification, and opening cash, closing cash and cash movement totals for the period are shown at the end of the report.

General Ledger Cashflow Analysis Classifications

This is an administrative report that lists all General Ledger accounts according to how they've been mapped to cash flow classifications:

		: From Ac Groups : A	count 1000. SALES To Account 9999. SU	SPENSE			
C	ashflow	Classifica Accour		O-Air-	DR/CR	8-45	BtCt-
		Accoun	nt No. Description	Section	DRICK	Active	ReportCode
Ope	rating A	ctivities					
4	1100	Custo	mer Receipts				
		1000	SALES	P/L	Credit	Y	SALES
		3310	DISCOUNTS	P/L	Debit	Y	
		3330	LOSS ON SALE	P/L	Debit	Y	LOSS ON SALE
		4100	DEBTORS CONTROL	B/S	Debit	Y	DEBTORS
		4150	DEPOSITS RECEIVED	B/S	Debit	Y	DEPOSITS
		4175	DEBTORS RETENTION ACCOUNT	B/S	Debit	Y	RETENTION
5	4200	8100	RETAINED EARNINGS	B/S	Credit	Y	RETAINED
5	1200	2000	lier Payments PURCHASES	P/L	Debit	Y	PURCHASES
		2175	CREDITORS INVOICE ROUNDING	P/L	Debit	Y	COS
		3050	ACCOUNTING FEES	P/L	Debit	Y	ACCOUNTING
		5500	CREDITORS CONTROL	B/S	Credit	Y	CREDITORS
6	1300	Staff (0.000		
•	1000	3750	WAGES	P/L	Debit	Υ	WAGES
7	1400		iting Expenses			-	
	.400	2050	COST OF GOODS SOLD	P/L	Debit	Y	cos
		2100	STOCK ADJUSTMENT	P/L	Debit	Y	cos
		2125	STOCK VARIANCE ACCOUNT	P/L	Debit	Y	cos
		2150	ON COST VARIANCE	P/L	Debit	Y	cos
		3070	ADJUSTMENTS	P/L	Debit	Y	ADJUSTMENTS
		3100	ADVERTISING AND MARKETING	P/L	Debit	Y	ADVERTISING
		3150	BANK FEES	P/L	Debit	Y	BANK FEES
		3250	CLEANING	P/L	Debit	Y	CLEANING
		3500	POWER	P/L	Debit	Y	POWER
		3550	RENT & RATES	P/L	Debit	Y	RENT
		3600	REPAIRS & MAINTENANCE	P/L	Debit	Y	REPAIRS
		3650	STATIONERY	P/L	Debit	Y	STATIONERY
		3700	TELEPHONE	P/L	Debit	Y	TELEPHONE
		3720	VEHICLE EXPENSES	P/L	Debit	Y	VEHICLE
		4250	WORK IN PROGRESS	B/S	Debit	Y	WIP
		5560	ON COST CLEARING ACCOUNT	B/S	Credit	Y	STOCK CLEAR
		6000	VEHICLES	B/S	Debit	Y	VEHICLES
		6100	OFFICE EQUIPMENT	B/S	Debit	Y	OFFICE
		6150	COMPUTER EQUIPMENT	B/S	Debit	Y	COMPUTERS
	4500	9999	SUSPENSE	B/S	Debit	Y	SUSPENSE
8	1500	GST	ORT COLLECTED		Date		CST
		4500	GST COLLECTED	B/S	Debit	Y	GST
		4550	GST PAID	B/S	Debit	Y	GST
Inve	sting A	tivities					
13	2300	Loans	to Non-Associates				
		7000	LOAN ACCOUNT	B/S	Credit	Y	LOAN
14	2400	Loans	from Non-Associates				
		3200	BAD DEBTS	P/L	Debit	Y	BAD DEBTS

You can use this report to review how your accounts have been classified and check for any accounts that do not have a classification.

Updated User Interface

In this release, we've updated the user interface in the following Exo Business modules:

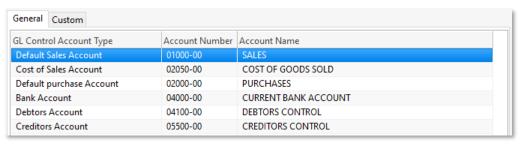
- Exo Configurator
- Exo Configuration Assistant
- Exo Fixed Assets
- Exo Accountant's Assistant
- Exo Analytics
- Exo Subscriptions
- Exo Intercompany
- Exo Distribution Advantage

As with the user interface updates in the 2020.1 and 2020.2 releases, the changes that apply to all screens are cosmetic:

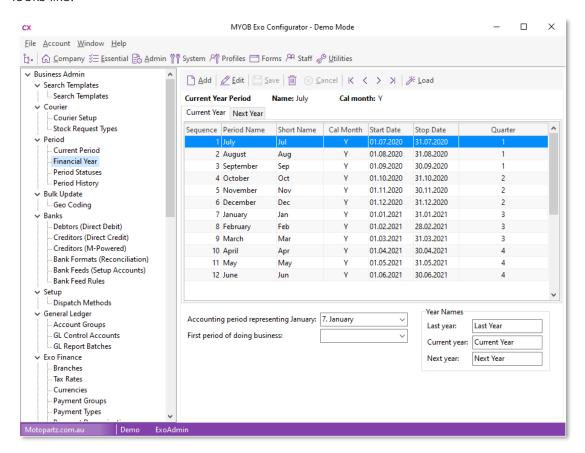
- The font used in Exo Business is the same as the one used throughout Microsoft Windows and it supports Unicode characters. The font is easier to read and there is less feathering when up-scaling is used.
- The icons on the toolbars and in menu lists are flatter and larger. They're also clearer than the icons previously used and are scalable.



- Labels and fields no longer overlap when you scale windows to 125% or 150%.
- We've standardised alternate row shading for data displayed in grids. The new shading scheme, along with the new font used throughout Exo Business, makes the information in the rows in a table easier to read.



As an example of the new interfaces, this is what the version 2020.3 Exo Configurator looks like:



Other Updates

Menu Updates

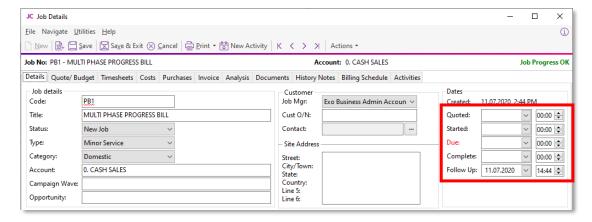
This release includes updates to the dropdown menus that are set up in Exo Business Config at Staff > Menus > Dropdown Menu:

- The **Review Unposted Auto Reversals** menu option is now available for the Exo Business core module and for Exo Job Costing (previously, this menu option was available for the Exo Accountant's Assistant only).
- The Quick Menu Templates menu option is now available for Exo Job Costing.

New Job Costing Display Names

The labels for the five editable dates in the **Dates** section of the Job Details window are now Display Names, so they can now be customised. The following new names can be configured in Exo Business Config at System > Display Names:

- JOB_QUOTE_DATE
- JOB_START_DATE
- JOB_DUE_DATE
- JOB_COMPLETED_DATE
- JOB_FOLLOWUP_DATE



Resolved Issues

Exo Business Core

Service Request ID	Description
CE00009031 CE00007917 CE00008529 CE00009010 CE00009269	In some cases, the error "filter could not be applied. Incorrect syntax near '('" could appear when searching for works orders. This has been resolved.
CE00006944 CE00000771 CE00009584 CE00010144	It was not possible to dismiss the reminder on an activity if the Exo Job Costing module was not licensed. This has been resolved.
CE00008875 CE00008874 CE00010114	When all possible options in the Order Status section of the Purchase Orders search window were enabled, there wasn't room to display them without scroll bars. This has been resolved; the Order Status section has been expanded to allow room for all options.
CE00008988 CE00008985 CE00010167	It was not possible to create new activities if there was more than 64 active staff. This has been resolved.
CE00008618 CE00008253 CE00008620	When dragging and dropping a file to the Documents tab of the Stock Item Details window, the stockcode would not be populated in the Document Manager window. This has been resolved.
CE00010455 CE00009884 CE00010564	An "HTTP/1.1 500 Internal Server Error" could occur when submitting the TPAR report electronically via SBR. This has been resolved.
CE00010455 CE00009884 CE00010564	A 500 Internal Server Error could occur when submitting a TPAR report via SBR. This has been resolved.
CE00009065 CE00009060	The Assigned To dropdown on the Activity window was not listing staff members in alphabetical order. This has been resolved.
CE00008663 CE00008629	User-declared variables were not working in Grid widgets. This has been resolved.
CE00009677 CE00009671	In some cases, a debtor search on a partial alphacode would not return results. This has been resolved.
CE00009557 CE00009541	The white paper "Secure Third-Party Logins for Developers" has been updated to include a sample C# implementation. This white paper is available on the Exo_Business Education Centre website .
CE00008621 CE00008620	Attempting to search for certain records on the Document Manager window, e.g. works orders or stock items, would instead bring up the account search window. This has been resolved.
CE00009383 CE00009080	When there a Bill of Materials and a Stock Item have similar codes, the link from Stock Items to the BOM did not always show the correct BOM details. This has been resolved.
CE00009631 CE00009595	After entering Debtor receipt and ticking the Post to GL option, the amount was posted to Credit side instead of the Debit side in the General Ledger. This has been resolved.

Service Request ID	Description
CE00010554 CE00010324	On the Sales Order window, if a user entered the first digit of a location's ID umber into the Default Loc # field, the location of that number was selected immediately, making it difficult to enter a two-digit ID number using the keyboard. This has been resolved.
CE00010999 CE00010996	The system was not correctly validating the ABNs entered for Creditors, which meant that warnings for invalid ABNs were not displayed. This has been resolved.
162997402992 161445031341	An error message appeared when running the Tax Rate Exceptions utility from the NZ GST Return or from the Systems Integrity tab of the Exo Accountant's Assistant. This has been resolved.
167562239709 165962083051	In some cases, the Creditor Payment Processor did not populate emails with the correct address. This has been resolved.
162997402992 161445031341	Certain navigation patterns on the Debtor Account Details window caused the contact to disappear from the Statement Contact dropdown box on the Details 2 tab. This has been resolved.
174046081361	Hiding the Quick Supply button on the Sales Orders window via the Hide sales order controls profile setting caused the standard Supply button to be inactive as well. This has been resolved.
-	The error message "Type mismatch for field 'TRANSDESC', expecting: WideString actual: String" could appear when searching on the Tax Rate Exceptions window. This has been resolved.

Job Costing

Service Request ID	Description
CE00010555 CE00010240 CE00010411 CE00010589	In some cases, using the Create Assets from Output Items button would create an asset with a blank stock code, which required manual corrections. This has been resolved.
CE00008740 CE00008590	The spread function on the Invoice tab of the Job Details window (Actions > Change invoice total amount) was incorrect calculation if any line had a discount. This has been resolved.
	The Job Code column available on several tabs of the Job Details window displayed the job number, not the job code. This has been resolved.
-	WIP Reversal transactions created when a credit note was raised did not include a link back to the originating billing schedule. This has been resolved; the REF2 field is now populated with this information.
-	This release updates the tab order for controls on the Job Details screen to a more logical sequence.
-	This releases addresses display issues that could occur when the Job Details window was in full-screen mode.
-	Generating a credit note for an invoice with allocation costs did not create stock transactions for undoing the allocated costs, which could lead to a WIP imbalance. This has been resolved.

Exo CRM

Service Request ID	Description
CE00009559 CE00009524 CE00009686	When a "Price by Total" kit was added to the Quote tab in Exo CRM, the sell price assigned to the kit did not spread across all BOM components. This has been resolved.

Exo Business Configurator

Service Request ID	Description
CE00008744 CE00008701	Extra Fields with the type "URL Label" caused an error if an empty string or null value was passed to the field. This has been resolved.
CE00008577 CE00008464	The items in the tree view at the side of the Exo Configuration Assistant were in the wrong order, which made it impossible to mark some sections as completed. This has been resolved.
-	This release includes fixes that prevent access violation errors form occurring when using the Exo Business Configurator and Exo Configuration Assistant.

Exo Clarity Reports

Service Request ID	Description
CE00009058 CE00009052	The error "ppreport1.BeforePrint Invalid Property Value" could occur when importing reports into the database via the Clarity Report Manager. (In some cases, the error could be ignored and the report would import successfully.) This has been resolved.
CE00009254 CE00009050	After importing a report into the database via the Clarity Report Manager, its parameters could not be refreshed. This has been resolved.

Exo InterCompany

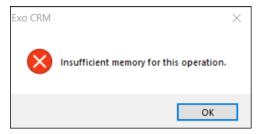
Service Request ID	Description
CE00005802	"Out of memory" errors could occur when downloading a large number of transactions. This has been resolved; errors no longer occur and the performance of the download operation has been significantly improved.

Known Issues

The following issues have been identified as requiring end-user attention in this release.

Issue with Large Budget Reports in CRM

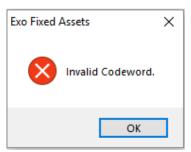
If you have a budget report with thousands of lines, this message displays when you open Exo CRM:



To prevent this error, you must either delete or disable the budget.

Potential Unicode Issue with Barcodes on Clarity Forms

This error message displays when you print a label for a fixed asset with an asset code containing Unicode characters:



The error occurs because the PDF barcode format used by Exo Business does not support Unicode. You can get around this problem by changing the barcode type to QR code, or by stripping Unicode characters before barcode creation. Which solution works best for you will depend on the exact context of your business.

To change to QR codes:

- 1. In Clarity Report Designer, open the asset label report
- 2. In the report's properties, change the barcode type to **QR Code**.
- 3. Under **QRCodeSettings** change the **CharEncoding** option to **bceUTF8**.
- 4. Save your changes.

Note: If you plan to scan the labels, you need scanner software that can read QR codes.