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# 2023 R4 and 2024 R1 Highlights

March 26th, 2024



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# Session CPE Requirements

- You need to attend 75 minutes to receive the full 1.5 CPE credit.
- 6 Attendance Markers that read: “I’m Here,” will be launched during this session. You must respond to a minimum of 5 to receive the full 1.5 CPE credit.

**\*\*Both requirements must be met to receive CPE credit\*\***



# Learning Objectives

- *At the end of the session, you will be able to:*
  - *Explain the feature enhancements from Sage Intacct's 2023 R4 and 2024 R1 releases*
  - *Determine which (if any) enhancements are pertinent to your day-to-day tasks*





# User Experience



# Intacct has a NEW Look! (R4)

**What has changed:** When you sign into Sage Intacct, you'll see that they have made some changes.

- **Benefit:** Bold colors reflecting the **Sage Intacct brand**. Buttons, menus, tabs, and links are updated with new colors.

The screenshot shows the Sage Intacct navigation menu. The 'Company' dropdown is open, showing a list of menu items. The 'Invoices' item is highlighted in a bold green color, and a mouse cursor is pointing at it. The 'Accounts Receivable' item is also highlighted in a bold green color. The 'Payments' and 'Subledger' sections are visible, showing various sub-items like 'Adjustments', 'Advances', 'Deposits', 'Manual deposits', 'Penalties', 'Posted payments', 'Close', 'Open', 'Payment summaries', and 'Summaries'. The 'More' section is also visible, showing 'Manage revenue schedules'.

The screenshot shows the Sage Intacct action buttons and search bar. The search bar is at the top right, with a magnifying glass icon and the text 'Search'. Below the search bar are five buttons: 'Add', 'Delete', 'Done', 'Import', and 'Export'. The 'Export' button is highlighted in a bold green color. A dropdown menu is open below the 'Export' button, showing the following options: 'CSV', 'Excel', 'Word', and 'PDF'. The 'Export' button is also highlighted in a bold green color.

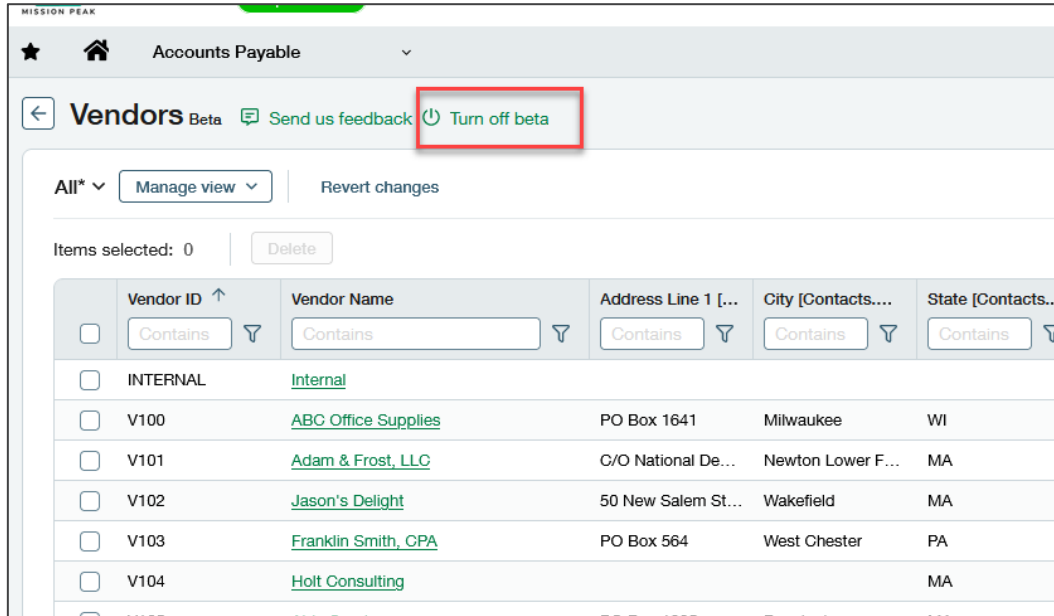
The screenshot shows the Sage Intacct Applications and Resources sections. The 'Applications' section is expanded, showing a list of links: 'Company', 'Management Console Consolidation', 'Cash Management', 'General Ledger', 'Accounts Payable', 'Platform Services', 'Accounts Receivable', 'Time & Expenses', 'Inventory Control', 'Order Entry', and 'Purchasing'. The 'Resources' section is also expanded, showing a list of links: 'Intacct help', 'Community', 'Release notes', 'Sage University', 'Checks and supplies', 'CSV upload templates', and 'Marketplace partners'.



# List Enhancement (R4 & R1)

**What has changed:** You can now turn List beta interface on and off.

- **Benefit:** Add, move, resize, freeze, and sort columns plus save custom views for future use.



The screenshot shows the 'Vendors' list interface in Mission Peak. At the top, there is a navigation bar with a star icon, a home icon, and the text 'Accounts Payable'. Below this, the 'Vendors' title is displayed with a 'Beta' label and a 'Send us feedback' link. A red box highlights the 'Turn off beta' button. Below the title, there are filters for 'All\*' and 'Manage view', and a 'Revert changes' button. A 'Delete' button is also present. The main table has columns for Vendor ID, Vendor Name, Address Line 1, City, and State. Each column has a 'Contains' search box and a dropdown arrow. The table contains several rows of vendor data.

Vendor ID	Vendor Name	Address Line 1 [...]	City [Contacts....]	State [Contacts....]
INTERNAL	<a href="#">Internal</a>			
V100	<a href="#">ABC Office Supplies</a>	PO Box 1641	Milwaukee	WI
V101	<a href="#">Adam &amp; Frost, LLC</a>	C/O National De...	Newton Lower F...	MA
V102	<a href="#">Jason's Delight</a>	50 New Salem St...	Wakefield	MA
V103	<a href="#">Franklin Smith, CPA</a>	PO Box 564	West Chester	PA
V104	<a href="#">Holt Consulting</a>			MA

## Available

- Vendors list and dimension
- Customers list and dimension
- Locations dimension
- Departments dimension
- Class dimension
- Attachments
- Attachment folders
- Tax details
- Tax schedules
- Tax schedule map
- Sandboxes
- Contract expense details



# List Enhancements (Beta) (R1)

Enhancements (24 areas)		
<b>Attachments</b>	<b>Attachment folders</b>	Checklists
Checklist categories	Checklist status	<b>Classes</b>
Company messages	Contract expense details	Contact tax groups
<b>Customers</b>	<b>Departments</b>	Email templates
Holidays	Item tax groups	<b>Journals</b>
<b>Locations</b>	Sandboxes	Account label tax groups
Tax details	Tax return (submission)	Tax schedules
Tax schedule map	Tax solutions	<b>Vendors</b>





# French Language Option (R4)

**What has changed:** Added French as a Language Option for Company and User Preferences

- **Benefit:** Reach more constituents across the globe with Sage Intacct

**Company information**

Global settings

Language

French (France)

- English (Australia)
- English (United States)
- English (United Kingdom)
- English (South Africa)
- French (France)**

Type de société : Démonstration commerciale

Mission Peak Niveau général

Applications

- Tableaux de bord
- Rapports
- Société
- Grand livre**
- Comptes fournisseurs
- Achats
- Temps et dépenses
- Comptes clients
- Gestion de la trésorerie
- Projets
- Contrôle d'inventaire
- Ventes

Tous Configuration

Comptes

- Comptes du Grand livre
- Comptes statistiques

Écritures de journal

- Régularisation
- Régularisation selon les PCGR
- Récurrent
- Défini par l'utilisateur
- Valider les écritures de journal

Entrées de journal sta...

Applications > Comptes fournisseurs > Fournisseurs

## Créer un fournisseur

Lorsque vous ajoutez un fournisseur, vous pouvez sélectionner ce fournisseur et déterminer comment vous souhaitez gérer les ACH standard.

Pour commencer, accédez à **Comptes fournisseurs** en cliquant sur le signe + en regard de **Fournisseurs**. Après avoir enregistré.

[Exigences](#)

**Fournisseurs**

- Créer un fournisseur**
- Modifier un fournisseur
- Dupliquer un fournisseur
- Approuver les fournisseurs
- Informations de contact du fournisseur
- Importer et exporter les informations sur les fournisseurs
- Importer et mettre à jour en bloc des fournisseurs avec les détails du fichier bancaire



# New & Enhanced Help (R1)

Content	Description
<b>How users, roles, and permissions work together</b>	Overview of how these features work together with links to in-depth content.
<b>Create a spreadsheet for importing budget data</b>	Instructions to quickly create a custom spreadsheet for importing your budget data.
<b>New videos in the Video Library</b>	New videos to help you easily complete your tasks: <ul style="list-style-type: none"><li>• Three videos to help you <a href="#">troubleshoot budget imports</a>.</li><li>• Prepare for 1099 season by watching the webinar: <a href="#">Are you 1099 ready?</a></li><li>• Learn the basics and best practices of reporting with the webinar: <a href="#">The ABCDs of reporting</a>.</li><li>• <a href="#">Add custom help to Sage Intacct</a>.</li></ul>



# New & Enhanced Help (R1)

Content	Description
<b>Void payments in Accounts Payable</b>	Centralized content with more robust information, including expanded troubleshooting.
<b>Import General Ledger Journal Entries</b>	Examples of journal entry line items in import templates, and centralization of training and help videos.
<b>Import a budget</b>	Improved clarity and <u>organization</u> , and added details about best practices for creating an import spreadsheet.





# Consolidation



# Advanced Ownership Consolidation (R4)

**What has changed:** Sage Intacct launches Advanced Ownership Consolidation, a **new subscription** that provides partial ownership through tiered consolidation

- **Benefit:** As your business expands and you diversify your portfolio, it might become necessary for **you to consolidate** financial data across multiple entities with varying percentages of ownership.

For more information, talk to your [Sage Intacct account manager](#)

Subscription	Advanced ownership consolidation
Regional availability	All supported regions
User type	Business user with admin privileges
Permissions	Statistical accounts, Accounts



# Consolidation (R1)

Product	Enhancement and Changes
<b>Advanced Ownership Consolidation</b>	New custom report for Advanced Ownership Consolidation. You can create a report to slice and dice your consolidation data as desired.
<b>Drill down to Source Transactions in General Ledger Report for single currency consolidation reporting books</b>	<p>You can now drill down to source transactions in the General Ledger (GL) report for single currency consolidation reporting books.</p> <p>A new transaction amount column in the report lists a linked amount for each transaction where you can drill down for details about the source journal entry.</p> <p>Drilling down to the accrual data from the consolidation book enables reviewing and verifying your numbers, which can be helpful during the audit process.</p>






# Company & Administration



# Subscription for Global Transaction Security (R4)

**What has changed:** In some regions, companies are not allowed to edit or delete transactions after they have been posted to the General Ledger. New tools have been added to help prevent fraudulent activity and ensure the integrity of your accounting data.

- **Benefit:** Each entity can be configured to meet the transaction security requirements of the entity's operating country.



### Global Transaction Security

Build trust in your business with tools that help prevent fraudulent activity and ensure the integrity of your accounting data.

Subscription	Global Transaction Security
Regional availability	Any region
User type	Business user with admin privileges





# Subscription for Global Transaction Security (R4)

## Top Level

The screenshot shows the 'Top Level' configuration page. The header includes the Mission Peak logo and a green dropdown menu labeled 'Top level' with a downward arrow, which is highlighted with a red box. Below the header is a navigation bar with a star icon, a home icon, and the text 'Company' with a dropdown arrow. The main heading is 'Configure Global Transaction Security'. Underneath, there is a section titled 'Global Transaction Security setup' with a dropdown arrow. This section contains three checked checkboxes:

- Disallow edit on transactions posted to the General Ledger
- Disallow delete on transactions posted to the General Ledger
- Disallow reclassification on transactions posted to subledgers or the General Ledger

## Entity level

The screenshot shows the 'Entity level' configuration page. The header includes the Mission Peak logo and a green dropdown menu labeled 'Shoreline' with a downward arrow, which is highlighted with a red box. Below the header is a navigation bar with a star icon, a home icon, and the text 'Company' with a dropdown arrow. The main heading is 'Configure Global Transaction Security'. Underneath, there is a section titled 'Global Transaction Security setup' with a dropdown arrow. This section contains three checkboxes:

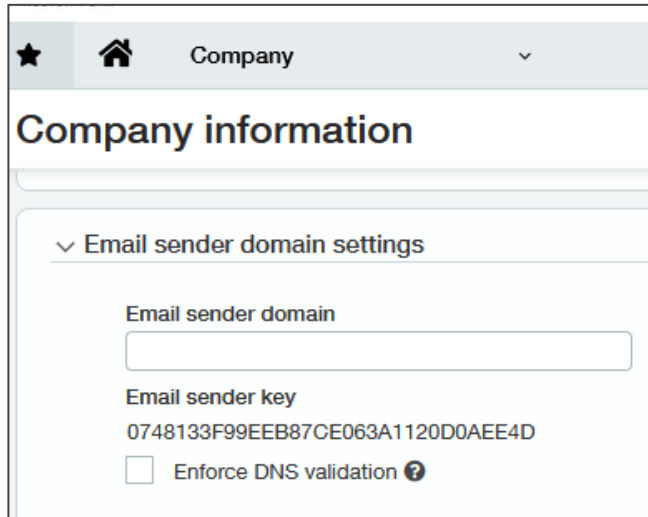
- Disallow edit on transactions posted to the General Ledger
- Disallow delete on transactions posted to the General Ledger
- Disallow reclassification on transactions posted to subledgers or the General Ledger



# Enhanced Email Delivery and Insights (R4)

**What has changed:** Added Enhanced Email Delivery with DKIM authentication is now available!

- **Benefits:** DKIM ensures that your emails are delivered to their intended recipients quickly and reliably. Additionally, our enhanced email insights provide visibility into the delivery status of your emails.



The screenshot displays a web interface for managing company information. At the top, there is a navigation bar with a star icon, a home icon, the text 'Company', and a dropdown arrow. Below this, the main heading is 'Company information'. A section titled 'Email sender domain settings' is expanded, showing three fields: 'Email sender domain' with an empty text input box, 'Email sender key' with the value '0748133F99EEB87CE063A1120D0AEE4D', and 'Enforce DNS validation' with an unchecked checkbox and a help icon.



# User Interface Changes (R1)

**What has changed:** In this release, Intacct has updated User Interface labels throughout the system.

**Benefits:** Labels have been changed to provide clarity and consistency.

Product Area	Number of Changes
Accounts Receivable (requires Construction Subscription)	3
Company	1
Inventory Control	1
Order Entry	4
Projects	1
Projects ( with Intelligent Time enabled)	1
Purchasing ( requires Construction Subscription)	3
Sage Intelligent Time	1
Time & Expenses (with Intelligent Time enabled)	1



# New User account Email address (R1)

**What has changed:** A new email address has been created for all user accounts in Sage Intacct to improve security.

**Benefits:** The new account email address has been added to enhance security by being only available to two designated users: **you, and your company admins (full admin privileges)**. This limited availability ensures greater privacy and protection from unauthorized access.

The screenshot shows the 'User information' form in Sage Intacct. The form is divided into several sections: 'User information', 'Roles information', 'User entities', and 'User departments'. The 'User information' section is active and contains the following fields:

- User ID: jane
- Username: jane smith
- Account email address \* (highlighted with a red box): joanna.resendez@outlook.com
- Status: Locked out
- Keep password until admin resets it:
- User type: Employee (selected)

Other fields on the right side of the form include:

- Contact name \* ? : Smith, Jane
- Last name: Smith
- First name: Jane
- Primary email address ? : --
- Admin privileges \* ? : Off (selected)

At the bottom of the form, there is a 'Reset password' button.



# Preference Changes (R1)

Account Email Address can be changed by admins in User > Preferences or the User can change their account email address under My Preferences.

The screenshot shows a 'Users' management page. At the top, there is a navigation bar with a star icon, a home icon, the text 'Company', and a search icon labeled 'Search'. Below this, the title 'Users' is displayed on the left, and 'Add', 'Done', and 'Export' buttons are on the right. A filter section includes 'All' (with a dropdown arrow), 'Manage views' (with a dropdown arrow), an 'Include inactive' checkbox, and links for 'Advanced filters' and 'Clear all filters'. A table below has columns: 'User ID' (with a dropdown arrow), 'Username', 'User type', 'Admin privileges', 'Entity', and 'Permissions report'. The first row of data shows: 'thayes' (with 'Edit' and 'View' links), 'Trent - CFO (Read Only)', 'Business', 'Off', and a 'View permissions and roles' link. The 'Preferences' link in the bottom row is highlighted with a red box.

The screenshot shows a 'Preferences for Preview' dialog box. It has a title bar with the text 'Preferences for Preview'. Below the title bar, the word 'Login' is displayed. There are two buttons: 'Change password' and 'Change account email address', both with rounded corners and a light green background.



# Self-Service Account Recovery (R1)

## User information

User information Roles information User entities User departments User

User ID  
jane

Username  
jane smith

Account email address \*  
joanna.resendez@outlook.com

Status ?  
Locked out

Keep password until admin resets it

User type ?  
 Business  
 Employee  
 Loan Grant Contract Project manager  
 Platform  
 CRM  
 Warehouse

Contact name \* ?  
Smith, Jane

Last name  
Smith

First name  
Jane

Primary email address ?  
--

Admin privileges \* ?  
 Off  
 Limited  
 Full



# Account Access Notice (R1)

**Locked Out** - You will receive instructions on how to proceed if you are locked out of Intacct due to the number of attempts.

**Intacct**

[Use single sign-on](#)

Contact your administrator for help with logging in


Company ID

User ID

Password


[Forgot your password?](#)

Remember me



Sage Intacct account access notice for JResendez1-prv

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 Intacct Customer Support <support@intacct.com>  
To: You

Hi jane,

You have exceeded the maximum number of login attempts to Sage Intacct. We've temporarily locked your account for security reasons.

Getting back in is easy. You can:

- Select **Forgot your password?** from the Intacct login page and follow the instructions to reset your password.
- If you still have questions, contact the admin for your Intacct company JResendez1-prv – they can also reset your password.

We take security seriously, so this lock-out is just our way of keeping your data safe. We'll see you back in Intacct soon!

Thank you,  
Sage Intacct



# Password Recover Process (R1)

Upon lockout, the user receives an account lockout notification email that informs that their account has been locked out due to multiple unsuccessful login attempts and also informs them that they can recover their account by clicking the “**forgot password**” link on the login page.

- **Verification Layer 1:** Company ID and User ID requested
- **Verification Layer 2:** Authorization code sent to user’s account email address
- **Verification Layer 3:** Security Questions required to match

Post-account recovery, confirmation email sent to user after successfully resetting their password, reinforcing the successful completion of the recovery process.

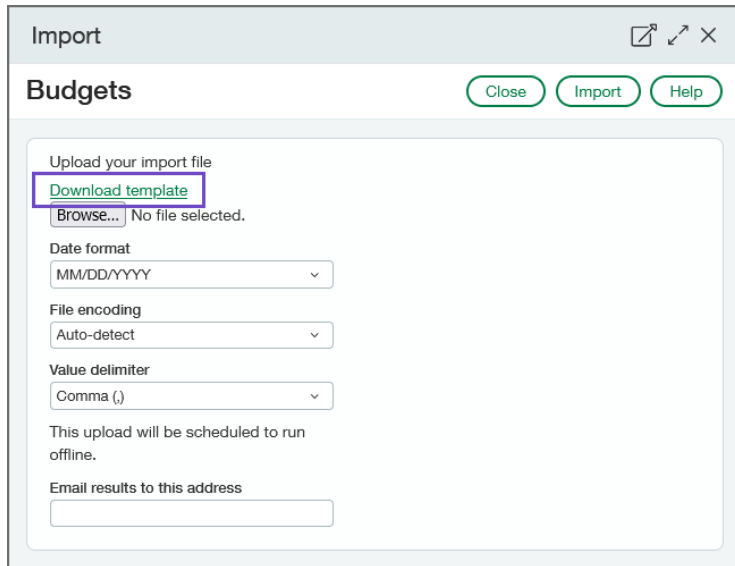




# Download Import templates easily (R1)

**What has changed:** You can now download import templates directly from the **import pages** for the following types of imports

**Benefits:** Give easy access to template files for those users who do not have access to the Company page.



The screenshot shows a web interface for importing data. At the top, there's a title bar 'Import' with window control icons. Below it, the section is titled 'Budgets' and has three buttons: 'Close', 'Import', and 'Help'. The main area contains the following elements:

- 'Upload your import file' section with a 'Download template' link highlighted in red, and a 'Browse...' button with the text 'No file selected.'
- 'Date format' dropdown menu set to 'MM/DD/YYYY'.
- 'File encoding' dropdown menu set to 'Auto-detect'.
- 'Value delimiter' dropdown menu set to 'Comma (,)'.
- A note: 'This upload will be scheduled to run offline.'
- 'Email results to this address' text with an empty input field below it.

- Journal Entries
  - adjustments
  - entries for user-defined journals
  - statistical entries
- Account groups
- Account group members
- Reporting accounts
- Account allocation definitions
- Account allocation groups
- Budgets





# Cash Management



# Alpha sequencing for reconciliation (R4)

**What has changed:** Add a new document sequence option: alpha sequences

- **Benefit:** You can now create alphabetical sequences to use with **bank and credit card reconciliation matches**.
- **NOTE:** Alpha sequences are currently available for **Cash Management only** or for **French companies** performing **vendor and customer reconciliations**

Company

### Document sequence information

Sequence ID AR_Invoice_Alpha	Sequence name * AR_Invoice_Alpha	Sequence status * Active
Sequence type Alpha		Primary sequence maximum zzzzzzzzzzzzzzzzzzzz

Fixed prefix ARI	Separator -	Primary sequence a	Separator -	Fixed suffix zzz
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Sequence without fiscal year rollover

Fiscal year	Next primary sequence *	Next unused sequence	Sequence maximum
All	a	ARI-a-zzz	ARI-zzzzzzzzzzzzzzzzzzzzz

Document sequencing

Invoices

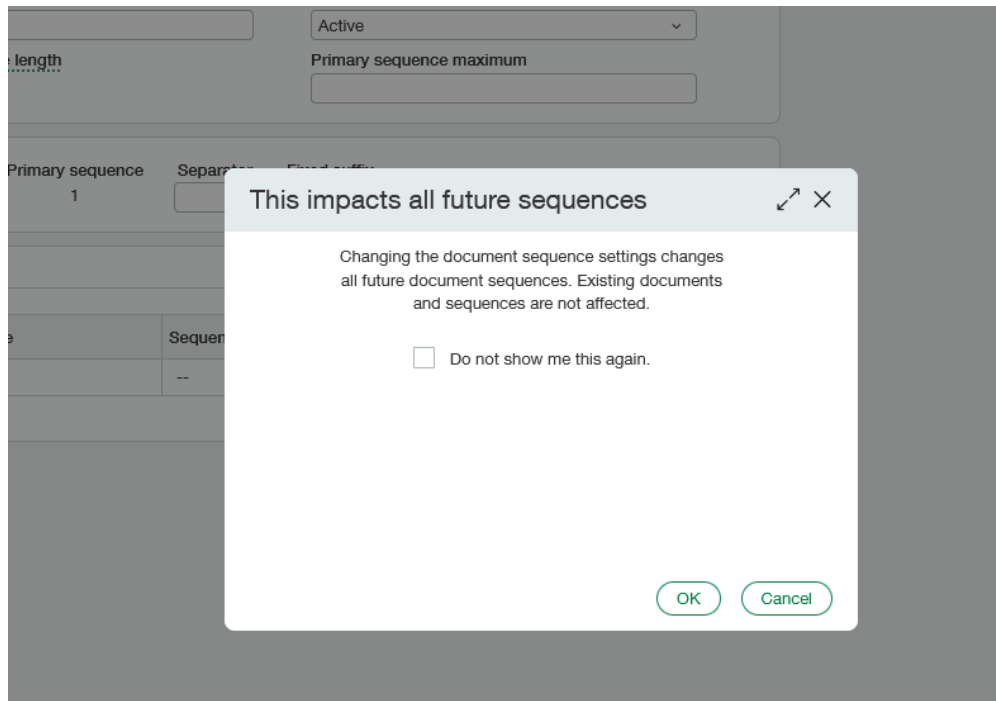
AR\_Invoice\_Alpha

Subscription	Company
Regional availability	All supported regions
User type	Business
Permissions	Document sequence: List, View, Add, Edit



# Alpha sequencing for reconciliation (R4)

- You can change existing sequences without affecting past documents.





# Nonprofit




# Change Billable – related Labels (R4)

**What has changed:** You can now change the **billable field** label to **qualified expenses**.

**Benefit:** This change will align with the correct terminology for nonprofit organizations working with grants..

▼ **Additional options**

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Enable grant fields 

**Billable field label**

Project and Grant (Billable)

Grant (Qualified expense)

[https://preview.intacct.com/ia/docs/en\\_US/release/notes/2023/2023\\_Release\\_4/Nonprofit/2023-R4-nfp-label-change-grants.htm?tocpath=All%20release%20notes%7C2023%20Release%204%7CNonprofit%7C](https://preview.intacct.com/ia/docs/en_US/release/notes/2023/2023_Release_4/Nonprofit/2023-R4-nfp-label-change-grants.htm?tocpath=All%20release%20notes%7C2023%20Release%204%7CNonprofit%7C)

1



# Change Billable – related Labels (R4)

## Projects > Additional Information tab

**Project and Grant information**

☰ 2

▼ Qualified time and expenses

Term

Project and Grant currency

Qualified time and expense type

Contract amount

Include employee expenses

Include AP and PO

## Projects > Tasks tab

**Task information**

Task Additional info Resource scheduling

Project and Grant

Standard task

Task ID

Name

Project and Grant begin date

Project and Grant end date

Planned begin date

Planned end date

Dependent on task

Item

Qualified expense

Description





# General Ledger





# Change GL Account Numbers or length (R4)

**What has changed:** You can now change your settings for the length of account numbers, as well as account numbers themselves

- **Benefits:** If you use all the account numbers of a certain length, you can make more account numbers available by increasing the length setting. **OR** If your company merges with another that uses a different account number pattern, you can standardize all your account numbers.

### Configure General Ledger

Accounting settings

Account numbers

Allow changes to account numbers, including length

### General Ledger Permissions

Deferred revenue revaluation report	<input type="checkbox"/> Run
General Ledger revaluation report	<input type="checkbox"/> Run
Reporting accounts mapping report	<input type="checkbox"/> Run

Object IDs

Financial account numbers	<input checked="" type="checkbox"/> Edit
Statistical account numbers	<input checked="" type="checkbox"/> Edit



# Change GL Account Numbers or length (R4)

## IMPORTANT Notes:

- Intacct recommends that you allow changes to account numbers only when you are making changes. At other times, deselect the option. This will disallow changes to account numbers but does not delete the information about who had permission.
- If you change the Length and then edit existing GL accounts without editing length of number, it will fail
- Check Reports/Account groups, Smart rules & events, platform triggers, 3<sup>rd</sup> Party Integrations
- Changes to the COA via import is possible – new template available



# Control Future Posting (R4)

- **What has changed:** If you allow transactions to be posted to future fiscal years, you can specify how far into the future you allow posting.
- **Benefits:** You can now limit the number of unlocked fiscal years you have. This is especially important in regions where you're required to set a limit.
- **Note:** If you have approvals on JE or bills, it won't error until the approval time.

**Configure General Ledger**

Transactions

If posting transactions to a future period ?

Allow and do not show warning

Allow and show warning

Do not allow

Enable accounting sequence ?

This is permanent. Consult a certified implementer.

Enable closed statutory reporting periods to be locked

**Maximum number of unlocked fiscal years ?**

3 years

Subledger transactions posted to GL

Enable auditing of transactions posted from subledgers

**Maximum number of unlocked fiscal years**

All

All

1 year

2 years

3 years

4 years

5 years

**General Ledger permissions for ExtUser|PE\_PreviewC**

Approve journal entries	<input checked="" type="checkbox"/> List		
Books	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Close	<input type="checkbox"/> Lock closed periods



# Prevent Adjustments in Locked Periods(R4)

**What has changed:** Locking a period now totally prevents changes to the period, because adjustments cannot be entered in locked periods.

**Benefits:** You can produce official reports for locked periods with confidence, knowing that the information in your system will remain in agreement with those reports.

**Note:** If you enable this, once a period is locked, it CANNOT be unlocked/opened, unless an admin unchecks the box in Configure General Ledger





# Accounts Receivable



# Receive single payments for multiple customers(R4)

**What has changed:** Previously, EA, now for General Audience! After this feature is set up, the option to apply payments to a single customer or multiple customer accounts appears on the Receive Payment page

**Benefits:** This option is useful when you receive a single payment but need to apply the payment to invoices from different customers.

### Configure Accounts Receivable

- Enable dunning notices
- Enable edit of reversal dates
- Enable single payments for multiple customers-investors

★ 🏠 Accounts Receivable

## Receive payment

Payment information

Apply payment to \*

Multiple customers' invoices

One customer's invoice

Parent and child customer invoices

Multiple customers' invoices

Cust

Check

Base

USD



# Receive single payments for multiple customers(R4)

**Receive payment**

Payment information

Apply payment to \*  
Multiple customers' invoices

Payment method \*  
Check

Amount received (USD)

Customer  
[Dropdown]

Check no.  
[Text]

Payer name \*  
[Text]

Account type  
Bank

Invoice currency  
USD

Account \*  
BOA--Bank of America(USD)

Payment currency  
USD

Show invoices

Select invoices for payment

Filter sets: Open invoices | Manage filters

Customer name: Multiple customers | Selected invoices total: 90 USD

Show available child customer invoices

Items selected 1

	Invoice number	Customer name	Customer ID	Description	Reference no.	Invoice date	Due date	Currency	Txn amount	Amount due
<input checked="" type="checkbox"/>	Inv-0018	Customer_001	Customer_001	--	--	01/04/2015	01/04/2015	USD	90.00	90.00
<input type="checkbox"/>	Inv-0018	Customer_001	Customer_001	--	--	01/04/2015	01/04/2015	USD	90.00	90.00
<input type="checkbox"/>	Inv-0023	Customer_002	Customer_002	--	--	01/04/2015	01/04/2015	USD	90.00	90.00
<input type="checkbox"/>	Inv-0019	Customer_001	Customer_001	--	--	01/05/2015	01/05/2015	USD	90.00	90.00



# Customer Aging Report(R4)

**What has changed:** New filtering options to help refine your report data and target specific customers.

**Benefits:** More flexible reporting

Before

The 'Before' version of the filters panel is titled 'Filters' and contains three dropdown menus: 'From customer', 'To customer', and 'Customer type'. Each dropdown menu is currently empty and has a downward arrow on the right side.

New in R4

The 'New in R4' version of the filters panel is titled 'Filters' and includes a 'Customer selection' section. It features three radio buttons: 'Range' (selected), 'Multiple customers', and 'Customer group'. The 'Range' option has two dropdown menus for 'From customer' and 'To customer', a checkbox for 'Include child customers', and a 'Select customers' link. The 'Multiple customers' option has a text input field. The 'Customer group' option has a dropdown menu. Below the 'Customer selection' section is a 'Customer type' dropdown menu.

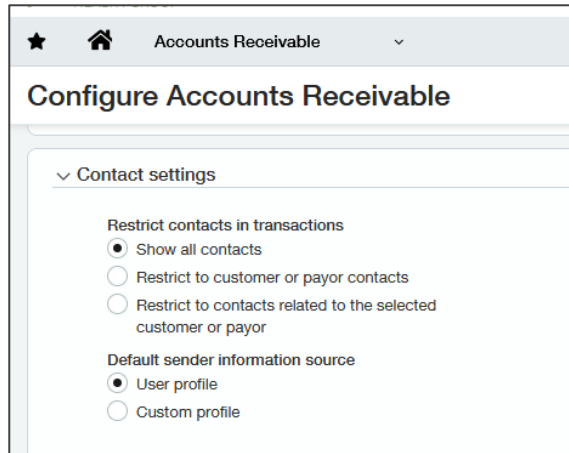




# Restrict Customer Contacts (R1)

**What has changed:** Limit the list of selectable contacts for an Accounts Receivable transaction to those associated with a customer record or those associated with the customer selected for the transaction.

**Benefits:** This simplifies the list of contacts available when entering a transaction and reduces the possibility for data entry errors.



★ 🏠 Accounts Receivable

## Configure Accounts Receivable

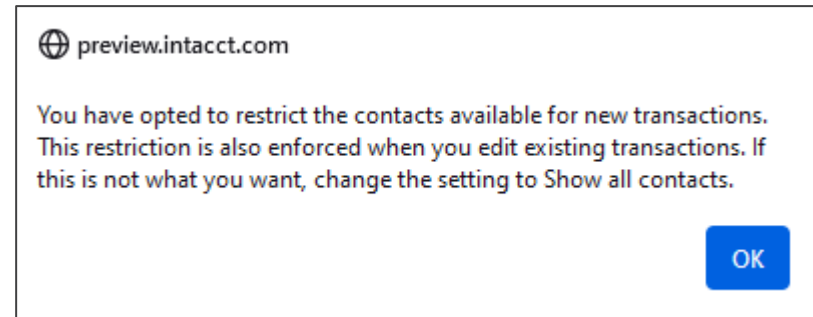
∨ Contact settings

**Restrict contacts in transactions**

- Show all contacts
- Restrict to customer or payor contacts
- Restrict to contacts related to the selected customer or payor

**Default sender information source**

- User profile
- Custom profile



🌐 preview.intacct.com

You have opted to restrict the contacts available for new transactions. This restriction is also enforced when you edit existing transactions. If this is not what you want, change the setting to Show all contacts.

OK




# Restrict Customer Contacts (R1)

- **Show all contacts:** Does not restrict the list. All contacts in your company are available for selection.
- **Restrict to customer contacts:** Restricts the list of available contacts to only those associated with customer records. Select this option when you want to use parent or child customer contacts that are not associated with the selected customer record.
- **Restrict to contacts associated with selected customer:** Restricts the list of available contacts to only those associated with the selected customer. The contact must be associated with the customer record before creating a transaction



# Restrict Customer Contacts (R1)

★  Accounts Receivable

☰ Invoice -- AR\_Inv-00075 Post

Transaction Posting details

Sams Club (C-1033)

Customer balance: [50.00 USD](#)


Invoice date	Due date	Due in	Invoice total	Amount paid	Amount due	State
02/13/24	02/23/24	10 days	50.00 USD	0.00 USD	50.00 USD	Posted

Date: 02/13/24  
GL posting date:

Customer \*

Bill to

Attn: Larry Promisel  
575 5th Ave  
New York, NY 10017

 **Error** [Go back](#)

**Information is missing.**

The Bill to contact Phoebe Jacobs is not associated with C-1033. To use this contact here, assign the contact to the Customer and then try again. Otherwise, select a different Customer contact. [Support ID: Ov3FBW03%7EZcuRTWEmBirPwM8vICJ-ggAAAAE] #INV-1334

---

[Show details](#)



# Restrict Customer Contacts (R1)

After you change your configuration to restrict contacts, this **restriction is enforced when you create new and edit existing transactions.**

This means that if you edit an older transaction that includes a contact that does not meet the current restriction criteria, you cannot save your edits until you update the contact.



# Restricted users reversing portions of invoices (R1)

**What has changed:** If you're a user that's restricted by location or department, you can no longer reverse an invoice that has line items for locations and departments that you're restricted from accessing.

**Benefits:** More security to for reversing bills.

The screenshot shows a web interface for user management. At the top, there is a navigation bar with a star icon, a home icon, and the text 'Company'. Below this is a section titled 'User information' with a hamburger menu icon. Underneath, there are three tabs: 'User information', 'Roles information', and 'User entities', with 'User entities' being the active tab. A checkbox labeled 'Enable access to top level' is checked and highlighted with a red box. Below the checkbox is a table with the following data:

	Entity
☰ 1	200--Union Health
☰ 2	





# Accounts Payable



# 1099 Updates (R4)

**What has changed:** Filers with 10+ forms are now mandated by the IRS to move to E-filing

- **Benefits:** To support E-filing last year we launched Sage Intacct & Taxbandit integration.

9898		<input type="checkbox"/> VOID <input type="checkbox"/> CORRECTED		OMB No. 1545-0119		Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.	
PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		1 Gross distribution		2023 Form 1099-R		Copy A For Internal Revenue Service Center File with Form 1096.  For Privacy Act and Paperwork Reduction Act Notice, see the 2023 General Instructions for Certain Information Returns.	
		\$					
		2a Taxable amount		\$			
PAYER'S TIN		RECIPIENT'S TIN		2b Taxable amount not determined <input type="checkbox"/>		Total distribution <input type="checkbox"/>	
RECIPIENT'S name		3 Capital gain (included in box 2a)		4 Federal income tax withheld			
Street address (including apt. no.)		\$		\$			
City or town, state or province, country, and ZIP or foreign postal code		5 Employee contributions/ Designated Roth contributions or insurance premiums		6 Net unrealized appreciation in employer's securities			
10 Amount allocable to IRRR within 5 years		11 1st year of desig. Roth contrib.		7 Distribution code(s)		8 Other	
\$				IRA/ SEP/ SIMPLE <input type="checkbox"/>			
Account number (see instructions)		12 FATCA filing requirement <input type="checkbox"/>		9a Your percentage of total distribution %		9b Total employee contributions \$	
				\$			
13 Date of payment		14 State tax withheld		15 State/Payer's state no.		16 State distribution	
\$		\$		\$		\$	
		17 Local tax withheld		18 Name of locality		19 Local distribution	
		\$				\$	

Form 1099-R Cat. No. 14436Q www.irs.gov/Form1099R Department of the Treasury - Internal Revenue Service

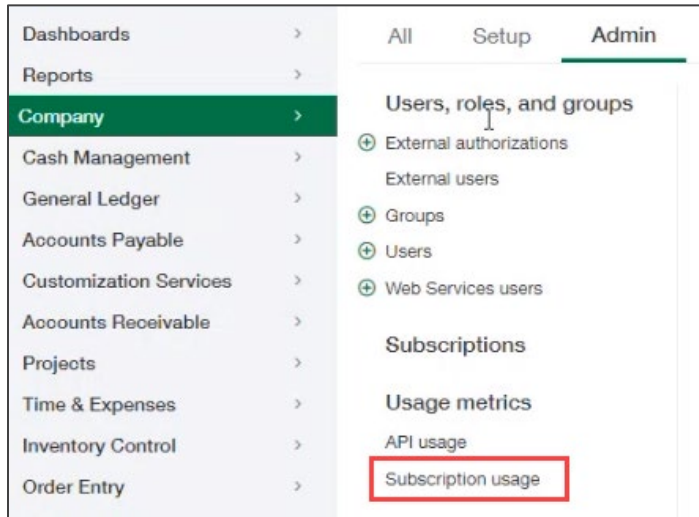
**Do Not Cut or Separate Forms on This Page — Do Not Cut or Separate Forms on This Page**



# AP Automation Subscription Usage Tracking(R4)

**What has changed:** You can now monitor your company's recent AP Automation activity on the new Subscription usage page

- **Benefits:** This Subscription usage provides you information on transactions that you emailed or uploaded to AP Automation:



Subscription	Accounts Payable AP Automation Sage Cloud Services
Regional availability	<ul style="list-style-type: none"><li>• United States</li><li>• Existing AP Automation Early Adopter participants in other supported regions</li></ul>
User type	Business user with full admin privileges
Permissions	Administration (to view Subscription usage) <ul style="list-style-type: none"><li>• Subscription: Usage</li><li>Accounts Payable (to view bill detail)<ul style="list-style-type: none"><li>• Bills: List, View</li></ul></li></ul>





# AP Automation Activity Usage (R4)

Subscription usage

Done More actions

Monthly summary

Month	Transactions created
October 2023	223
November 2023	370

- The total number of transactions processed per month.

Details of individual transactions, with the option to drill down to transaction details or open the file attachment.

Transaction history

From 10/01/2023 To 10/31/2023 Apply

<< < Page 1 of 4 > >>

	Transaction number	Date created	Created by	Date deleted	Deleted by	Application	Source entity	
1	120177	10/05/2023	rgraves	--	--	Accounts Payable	Top	
2	1192435	10/05/2023	eramirez	--	--	Accounts Payable	Top	
3	982269	10/05/2023	eramirez	--	--	Accounts Payable	E100	
4	--	10/10/2023	rgraves	10/11/2023	eramirez	Accounts Payable	Top	
5	180967	10/10/2023	eramirez	--	--	Accounts Payable	E100	



# Pay Bills Column (R4)

**What has changed:** A new column in Pay bills shows the Preferred payment method for each bill in the list of bills available to pay.

- Benefits:** You can now see the preferred payment method as set in the Vendor information.

The screenshot displays the 'Accounts Payable' section with a 'Pay bills' sub-header. It includes several filter options: 'Filter by:', 'Due date range', 'Vendor range', and 'Credit date range'. Below these are dropdown menus for 'Payment method' (set to 'Check'), 'Bill currency' (set to 'USD'), 'Payment request method' (set to 'Use vendor preference'), and 'Bank' (set to 'B01--Security State Bank - Checking Main'). There are also fields for 'Exchange rate type' (set to 'Intacct Daily Rate'), 'Set payment date to' (set to '11/02/23'), and 'Send payment notifications from' (set to 'Preview Resendez').

The table below shows a list of bills with columns for 'Vendor', 'Bill no.', 'Bill date', 'Due date', 'Amount due', 'Payment date', 'Preferred payment method', 'Credits available', 'Credits to apply', and 'Discounts'. The 'Preferred payment method' column is highlighted with a red box, showing 'Printed Check' for bills with bill numbers AP-310 and AP-346.

	<input type="checkbox"/>	Vendor	Bill no.	Bill date	Due date	Amount due	Payment date	Preferred payment method	Credits available	Credits to apply	Discounts
1	<input type="checkbox"/>	V105--Able Courier	<a href="#">AC003</a>	04/01/21	05/01/21	600.00	11/02/23	--	600.00	0.00	<a href="#">0.00</a>
2	<input type="checkbox"/>	V114--Costco	<a href="#">AP-141</a>	09/28/21	10/28/21	263.08	11/02/23	--	0.00	0.00	<a href="#">0.00</a>
3	<input type="checkbox"/>	V101--Adam & Frost, LLC	<a href="#">AP-069</a>	09/28/21	10/28/21	197.31	11/02/23	--	0.00	0.00	<a href="#">0.00</a>
4	<input type="checkbox"/>	V105--Able Courier	<a href="#">Example - Blanket Purchase Order A</a>	09/30/21	10/30/21	1,037.50	11/02/23	--	600.00	0.00	<a href="#">0.00</a>
5	<input type="checkbox"/>	V103--Franklin Smith, CPA	<a href="#">AP-310</a>	10/28/21	11/27/21	1,492.77	11/02/23	Printed Check	0.00	0.00	<a href="#">0.00</a>
6	<input type="checkbox"/>	V102--Jason's Delight	<a href="#">AP-298</a>	10/28/21	11/27/21	1,741.56	11/02/23	--	150.00	0.00	<a href="#">0.00</a>
7	<input type="checkbox"/>	V103--Franklin Smith, CPA	<a href="#">AP-346</a>	10/28/21	11/27/21	995.18	11/02/23	Printed Check	0.00	0.00	<a href="#">0.00</a>



# Payment Provider Selection (R4)

From the **payment information** tab on the Vendor, for our **standard payment methods**, you will see.

- Cash
- Printed Check
- Record Transfer
- ACH

If Vendor has the **Payment Providers** tab, they will see

- Virtual Cards
- Wire
- Intl Wire
- CSI

**SIG** Payment provider will be called **E-payments**

**Pay bills**

Filter by:

To only view certain bills, create and apply a filter [Tips and tricks on filtering](#)

Due date range:

Vendor range:

Payment provider:

Payment method:

Bank currency:

Payment request method:

Bank:

Exchange rate type:

Send payment notifications from:

Iris Adayan  
iris.adayan@sage.com

Items selected 0

<input type="checkbox"/>	Vendor	Bill no.	Bill date	Due date	Currency	Amount due	Payment date	Preferred payment type	
<input type="checkbox"/>	dup--dup	PA112	01/24/2023	01/27/2023	USD	126.00	10/26/2023	EFT	
<input type="checkbox"/>	testjan--testjan	test	04/04/2023	04/28/2023	USD	1,234.00	10/26/2023	--	
<input type="checkbox"/>	testjan12--testjan12	test01	06/02/2023	06/21/2023	USD	100.00	10/26/2023	Printed Check	
<input type="checkbox"/>	201--PG & E	test145	08/14/2023	10/13/2023	USD	100.00	10/26/2023	ACH	
Total							1,560.00		



# Recall Submitted Bills (R4)

**What has changed:** Added bill “recall” option for AP bill approvals.

- **Benefit:** If you make a mistake, you can recall a **submitted** bill from the approval queue and return it to an editable **draft** state.

The screenshot displays a software interface for managing bills. At the top, there are buttons for 'Add', 'Done', 'Import', and 'Export'. Below these is a pagination control showing '1 2 3 4 5' and '(1 - 30 of 122)'. A table lists bills with columns for 'State', 'Summary title', and actions. The first row, 'Submitted Bills: September 2023 Batch', has a 'Recall' button highlighted with a purple box. The second row, 'Posted Bills: September 2023 Batch', has 'Pay', 'Print', and 'Reverse' buttons. The third row, 'Posted Bills: August 2023 Batch', has a 'Pay' button. A modal window for 'Bill 613-300' is open, showing a 'Recall' button highlighted with a purple box, along with 'Print', 'Duplicate', 'Done', and 'More actions' buttons. Below the modal, there are tabs for 'Transaction' and 'History', and text indicating 'Diablo Commercial Leasing (V0004)' and 'Vendor balance: 2,500.00 USD'.

State	Summary title	
Submitted	Bills: September 2023 Batch	<a href="#">Recall</a> <a href="#">Print</a>
Posted	Bills: September 2023 Batch	<a href="#">Pay</a> <a href="#">Print</a> <a href="#">Reverse</a>
Posted	Bills: August 2023 Batch	<a href="#">Pay</a>

Bill 613-300

[Recall](#) [Print](#) [Duplicate](#) [Done](#) [More actions](#)

Transaction History

Diablo Commercial Leasing (V0004)  
Vendor balance: [2,500.00 USD](#)



# Vendor Aging Report (R4)

**What has changed:** Added new filters to the Vendor Aging Report

- **Benefit:** You can now filter in the Vendor Aging Report by multiple vendors, vendor groups, and include child vendors

### Vendor aging report

Filters

Vendor selection

Range

From vendor: V134--AT&T

To vendor: V134--AT&T

Multiple vendors

Vendor group

Include child vendors

[Select vendors](#)



# Vendor Aging Report (R4)

**Vendors** 1

All ▾ Manage views ▾ Group filters Nothing selected ▾  Include one-time

Select	Vendor ID ▾	Vendor name
<input type="checkbox"/>	<input type="text"/>	at
<input type="checkbox"/>	V134	<a href="#">AT&amp;T</a>
<input type="checkbox"/>	V135	<a href="#">AT&amp;T Box 11852</a>
<input type="checkbox"/>	V136	<a href="#">AT&amp;T Box 66363</a>

**Vendor selection** 2

Range

From vendor  To vendor

Include child vendors

**Vendor aging report** 3

Based on: Bill date As of date: 11/06/23

Vendor ID	Vendor name	-0	1-30	31-60	61-90	90-	Total
V134	<a href="#">AT&amp;T</a>	0.00	0.00	0.00	0.00	0.00	0.00
V135	<a href="#">AT&amp;T Box 11852</a>	0.00	0.00	0.00	0.00	0.00	0.00
V136	<a href="#">AT&amp;T Box 66363</a>	0.00	0.00	0.00	0.00	0.00	0.00
Grand totals		0.00	0.00	0.00	0.00	0.00	0.00




# New required Field for Vendors (R4)

**What has changed:** Added the ability to designate a vendor as an **individual person**.

- **Benefit:** This masks their **Personal Identifying Information (PII)** for security purposes when using Vendor Payments powered by CSI. Defaults to “No”.


### Vendor

ID  -- New --

Name \*

Yes

No

One-time use 

Status: Active

State: --

EPLS Verification

# Vendor Approval Enhancements (R4)

**What has changed:** Previously, these imports did not trigger the vendor approval process. Now, when you make a vendor update using the following CSV templates, the vendor is now submitted for approval.

- **Benefit:** Improved support for CSV Imports
- **Import Templates**
  - Vendor visibility
  - Vendor account number for entities





# Vendor Approval Enhancements (R4)

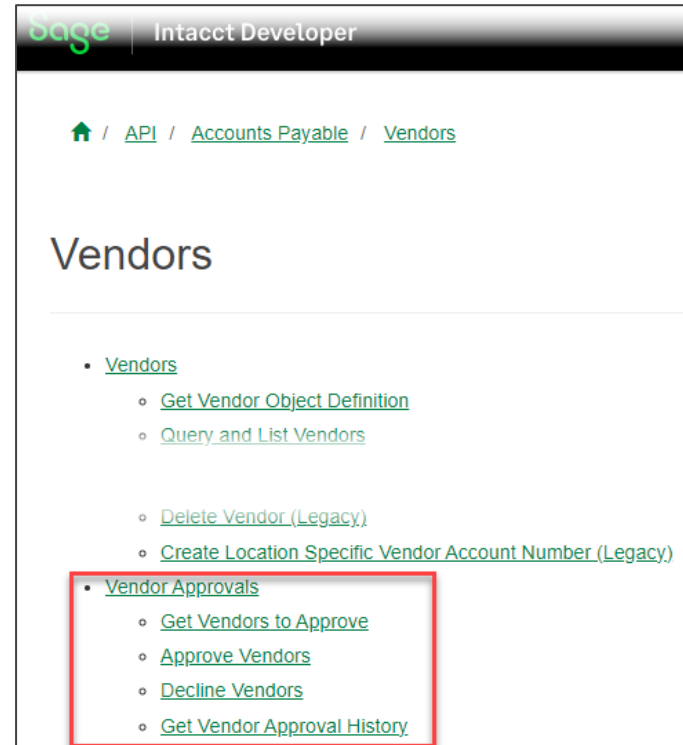
Set up AP master list, open bills, and adjustments			
Summary type	<input type="text" value="Summary type"/>		
<input checked="" type="checkbox"/>	<a href="#">Configure Accounts Payable module</a>		
<input checked="" type="checkbox"/>	Accounts Payable terms	<a href="#">Create</a>	
<input checked="" type="checkbox"/>	Vendors*	<a href="#">Create</a>	<a href="#">Import</a> <a href="#">Template</a>
	Vendor visibility*		<a href="#">Import</a> <a href="#">Template</a>
	Vendor 1099 transaction update*		<a href="#">Import</a> <a href="#">Template</a>
	Vendor 1099 opening balances		<a href="#">Import</a> <a href="#">Template</a>
	Vendor account number for entities		<a href="#">Import</a> <a href="#">Template</a>



# Vendor Approval Enhancements (R4)

**What has changed:** Sage Intacct now provides an API for vendor approval.

- **Benefit:** API support for vendor approval.



The screenshot shows the Sage Intacct Developer API documentation page for Vendors. The breadcrumb trail is: Home / API / Accounts Payable / Vendors. The main heading is "Vendors". Below it, there are two main sections: "Vendors" and "Vendor Approvals". The "Vendor Approvals" section is highlighted with a red box and contains the following endpoints:

- [Vendor Approvals](#)
  - [Get Vendors to Approve](#)
  - [Approve Vendors](#)
  - [Decline Vendors](#)
  - [Get Vendor Approval History](#)



# Data Fixes (R4)

## Unapplied inline credits change

- Now, you'll get a **validation warning** when you save a payment without applying inline credits. If you later apply the inline credit to a different bill, the state of the bill with the original negative line will always show as **Partially paid**. We recommend applying negative inline credits before applying advance or adjustments.

## Change to negative inline credits in multi-entity companies

- For multi-entity companies, there's an option to limit AP credits to the entity owners. This option restricts available credits so that they can only be applied to transactions from the same entity.



# Restrict Vendor Contacts (R1)

**What has changed:** We have added the ability to restrict contacts in the **Pay to** and **Return to** dropdown lists when entering bills.

**Benefits:** Improve the data entry experience.

★ 🏠 Accounts Payable ▾

## Configure Accounts Payable

▾ Contact settings

**Restrict contacts in transactions**

- Show all contacts
- Restrict to vendor contacts
- Restrict to contacts related to the selected vendor



# Restrict Vendor Contacts (R1)

## Show All Contacts

Accounts Payable

### Bill

Date: 02/12/2024  
GL posting date: 02/12/2024  
Vendor: 20001--Massachusetts Department of Revenue  
Pay to: **Massachusetts Department of Revenue(V20001)**  
Bill number:   
Term: Net 30  
Due date: 3/13/2024

Entries

	Account		1099
1	60130--Payroll Taxes	<input type="checkbox"/>	

Vendor Contact List:

- Jian Chung
- Jing King
- Joanna Resendez
- Joshua Rojas
- King, Kristin
- Klein, Tom
- Lee, Max
- Lee, Thomas
- Li Chan
- Liam Williams
- Marco Martin
- Maria Takahashi
- Martine Martino Sampson
- Massachusetts Department of Revenue(V20001)

## Restrict to Vendor Contacts

### Bill

Date: 02/12/2024  
GL posting date: 02/12/2024  
Vendor: 20001--Massachusetts Department of Revenue  
Pay to: **Massachusetts Department of Revenue(V20001)**  
Bill number:   
Term: Net 30  
Due date: 3/13/2024

Entries

	Account		1099
1	60130--Payroll Taxes	<input type="checkbox"/>	
2	60130--Payroll Taxes	<input type="checkbox"/>	

Vendor Contact List:

- Daniel Jimenez
- David Anderson
- Entity V100
- Entity V200
- Entity V300
- Entity V400
- Entity V500
- Jacob Moore
- James Miller
- Jian Chung
- Jing King
- Joshua Rojas
- Li Chan
- Massachusetts Department of Revenue(V20001)



# Delete shared advanced filters (R1)

**What has change:** Administrative users can now delete advanced filters that another user created and shared on the Pay bills page.

**Benefits:** Admins now can cleanup **filter by** drop-down list.

The screenshot shows the 'Accounts Payable' header with a home icon and a dropdown arrow. Below is the 'Pay bills' section. A 'Filter by:' dropdown menu is open, displaying 'Add a filter set' in a red-bordered box. To the right of the dropdown is a link that says 'Tips and tricks on filtering'. Below the dropdown are fields for 'Due date range' and 'Vendor range'. At the bottom, there are two dropdown menus: 'Payment method' (set to 'Check') and 'Payment request method' (set to 'Use vendor preference').

The screenshot shows the 'Accounts Payable' header with a home icon and a dropdown arrow. Below is the 'Advanced filters' section. A 'Filter name' field contains 'Joanna's Filter'. To its right are two checkboxes: 'Default filter' (unchecked) and 'Share filter' (checked, highlighted with a red box). Below this is a 'Pay source entity' dropdown menu with the text '-- Select Pay Source Entity --'. At the bottom, there is a 'Select' button and a 'Multi-entity bills' section with three radio buttons: 'Include' (selected), 'Exclude', and 'Only'.



# Delete shared advanced filters (R1)

★ Home Accounts Payable Search

## Pay bills

Add to outbox Pay now Outbox payments: 0 Pay by entity More actions

Filter by: Joanna's Filter Edit filters Apply filter Clear filter

To only view certain bills, create and apply a filter [Tips and tricks on filtering](#)

Due date range Vendor range Credit date range

HEALTH GROUP Goodway (Healthcare) top level Preview Good

## Advanced filters

Delete this filter

Filter name \* Resendez, Joanna (joanna.resendez@sage.com) is signed in

Joanna's Filter  Default filter  Share filter

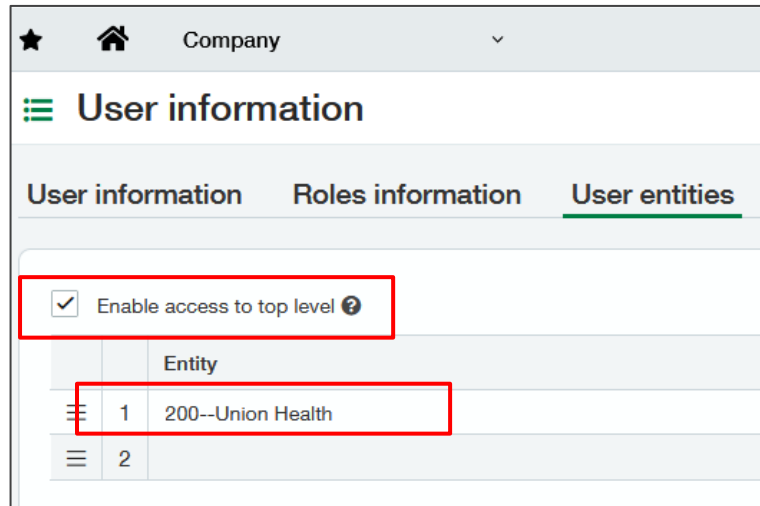
Pay source entity



# Restricted users reversing portions of bill (R1)

**What has changed:** If you're a user that's **restricted by location or department**, you can no longer reverse a bill that has line items for locations and departments that you're restricted from accessing.

**Benefits:** More security to for reversing bills.



The screenshot shows a user management interface. At the top, there is a navigation bar with a star icon, a home icon, and the text 'Company'. Below this is a section titled 'User information' with a hamburger menu icon. Underneath, there are three tabs: 'User information', 'Roles information', and 'User entities', with the latter being selected. A red box highlights a checkbox labeled 'Enable access to top level' with a help icon. Below this is a table with the following data:

	Entity
1	200--Union Health
2	






# Restricted users reversing portions of bill (R1)

Restricted user will receive error message that line items are restricted by entities, locations or departments.

Only unrestricted user or, users with all line-item locations, entities, or departments will be permitted to reverse bill.

**Error**[Go back](#)

**Validation error.**

This transaction includes line items from restricted entities, locations, or departments. [Support ID: wuGJzW03%7EZcuD5WEaBeFPnh\_VcOb\_EwAAAAI]

- Have an unrestricted user, or a user with appropriate restrictions, act on this transaction.

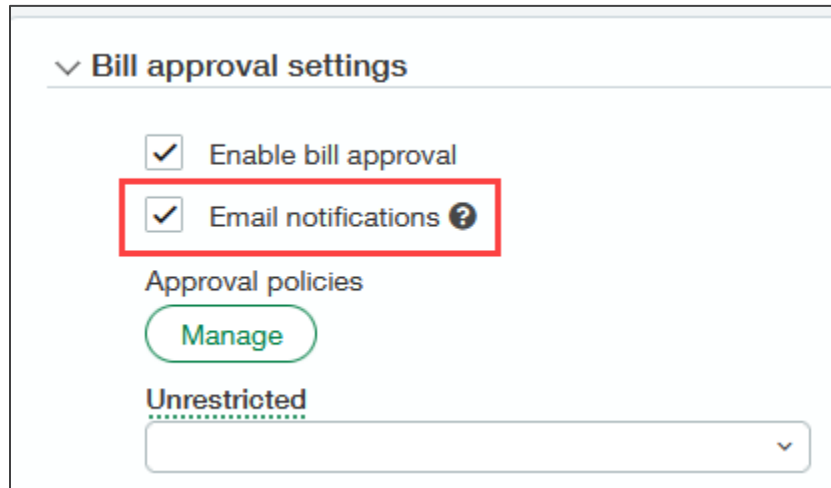
#SL-1268



# Bill Approval Notification (R1)

**What has changed:** Users who submit bills for approval now receive an email notification when the bill is approved or declined.

**Benefits:** Immediate communication is sent to submitters for approvals/declines.



Bill approval settings


- Enable bill approval
- Email notifications ?

Approval policies

[Manage](#)

Unrestricted

▼



Requests for approval

- Purchasing
- Vendor
- Bill ?



# Projects



# Project Estimates (R4)

**What has changed:** With a Project Costing and Billing subscription, you can now capture detailed project estimates to compare estimated costs to actual costs

- **Benefits:** Detailed project estimates give you better visibility to profitable projects.

★ 🏠 Projects and Grants

## ☰ Project and Grant information

Project and Grant    Additional info    Resources and pricing    Project and Grant summary    Invoice options    Tasks    **Estimates**

∨ Project and Grant info

Project and Grant ID	Project and Grant name	Parent project and grant ID
001010	Leading Zero Project	--

[Add](#)

Estimate ID	Description	Estimate total	Primary	Post to GL budgets	GL budget ID	Posting period
-------------	-------------	----------------	---------	--------------------	--------------	----------------



# Project Estimates Setup (R4)

The screenshot shows a navigation menu on the left with 'Projects and Grants' selected. On the right, a sub-menu is open, and the 'Setup' option is highlighted with a red box. Below it, the 'Project and Grant estimates' option is also highlighted with a red box.

## Project Estimate List View

- Manually enter estimates
- Import Estimates
- Export Estimate

The screenshot shows the 'Project and Grant estimates' list view. At the top right, there are buttons for 'Add', 'Done', 'Import estimate only', 'Import estimate with WBS', and 'Export'. The 'Import estimate only' and 'Import estimate with WBS' buttons are highlighted with a red box. Below the buttons, there are filters for 'All', 'Manage views', 'Include inactive', and 'Include private'. The main table has columns for Estimate ID, Project and Grant ID, Project and Grant name, Estimate type, Primary, Post to GL budgets, GL budget ID, Currency, Estimate total, and Status. The first row shows an estimate with ID 'EST1000', Project and Grant ID '001010', and name 'Leading Zero Project'.





# Cash Management



# Bank Transaction Assistance (R4)

**What has changed:** Previously, EA, now for General Audience! Streamline your Accounts Receivable receive payments workflow while accelerating your reconciliation process with the Bank transaction assistant workflow.

**Benefits:** Easily and quickly assign customers to bank transactions and then receive multiple payments for multiple customers, all from the Bank transaction page. After you receive payments, the posted payments in Sage Intacct and the bank transactions automatically match for reconciliation.

Banking

Default bank account

100\_SVB--Silicon Valley Bank

Enable bank transaction assistant

Cash Management permissions for ExtUser|PE\_PreviewCons

Bank transaction rule sets	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete
Rule set performance log	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View			
Bank transaction assignment rules	<input type="checkbox"/> List	<input type="checkbox"/> View	<input type="checkbox"/> Add	<input type="checkbox"/> Edit	<input type="checkbox"/> Delete
Reconcile credit card	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete
Receive payments from bank transactions	<input type="checkbox"/> View	<input type="checkbox"/> Add			



# Improved Printed Deposits (R4)

**What has changed:** Improved the format and information included in printed deposits

**Benefits:** Better visibility into each transaction within a deposit

## Wholesale Distribution - Deposit slip

Date: 09/22/2022  
Deposit ID: Deposit Slip 09/22/2022  
Description:  
Bank: Silicon Valley Bank, N.A.--100\_SVB

Before

Transaction number	Customer	Date received	Payment amount
		09/22/2022	100.00
<b>Deposit total</b>			<b>100.00</b>

## Wholesale Distribution - Deposit slip

Wholesale Distribution  
300 Park Ave  
San Jose, CA 95110-2773

Deposit 1235

New in R4

Date: 11/07/2023  
Deposit ID: Deposit slip 11/07/2023  
Description:  
Bank: 100\_SVB--Silicon Valley Bank

Date	Payer	Customer ID	Customer name	Currency	Txn amount	Amount	Payment method	Transaction Summary number
11/07/2023		10009	Creative Alarm Solutions	USD	400	400	Record transfer	Receipts(Account-17000): 2023/11/07 10:33:47:3446 Batch
Total					400	400		





# Match reconciliation transactions with match sequences (R1)

- **What has changed:** Intacct now has a new report object that allows the reporting of reconciliation matches.
- **Benefit:** Can now efficiently view reconciliation matches.

Last release (2023 Release 4), we introduced match sequences to bring visibility into your bank and credit card reconciliation matches.

### Reconcile bank account

BOA--Bank of America (USD)

Statement ending date 09/30/2023 | Last reconciled -- | Bank feed status Co

Intacct unmatched transactions	Intacct unmatched amount	Bank tra
5	52,129.10	

**Intacct** Bank

State  Transaction type  Bank amount  Check or doc no. rang

Items selected 0

	<input type="checkbox"/>	GL post date	Match sequence	When matched	State	
1	<input type="checkbox"/>	09/29/2023	aaaaa	09/29/2023	Matched	<a href="#">Match</a>
2	<input type="checkbox"/>	09/29/2023	aaaaa	09/29/2023	Matched	<a href="#">Match</a>
3	<input type="checkbox"/>	09/29/2023	aaaab	09/29/2023	Matched	<a href="#">Match</a>
4	<input type="checkbox"/>	09/29/2023	aaaac	09/29/2023	Matched	<a href="#">Match</a>
5	<input type="checkbox"/>	09/29/2023	aaaad	09/29/2023	Matched	<a href="#">Match</a>
6	<input type="checkbox"/>	09/29/2023	aaaaf	09/29/2023	Matched	<a href="#">Match</a>
7	<input type="checkbox"/>	09/29/2023	aaaag	09/29/2023	Matched	<a href="#">Match</a>



# Match reconciliation Report (R1)

Now, you can generate a custom report to see which Sage Intacct transactions matched to which bank transactions. For this report to appear, **matching sequencing must be enabled in your instance.**

☰ Custom report wizard - Detail of Reconciliation Matches

Step 1 Select a primary data source

Primary data source  
Reconciliation match report

The selected reporting area provides the following information:  
Find matching intacct and bank transactions.

Report audience

Report type

Select a record or transaction as the starting point for your report.

**Record**  
Your report can include columns from the primary data source, as well as related data.

**Transaction**  
Select a data source labeled as "detail" if you want to include amounts or other transaction information.

Customer

- Name
- Credit Limit
- % Discount

Invoice

- Aggregate level
- Detail Line item details



# Simple Matching Record Report (R1)

Detail of Reconciliation Matches Customize Graph View

Subtotal name	Source	Match sequence	Bank record number	Transaction date	Match mode	Cash in/out	Intacct txn type	Description	Matched amount	Transaction amount	Transaction currency
▼ 1cn1 - Total 2 records	Bank	1cn1	7187	11/02/2023	Auto-match	Deposits and credits			2,203.57	2,203.57	USD
	Sage Intacct	1cn1		11/02/2023	Auto-match	Deposits and credits	Funds transfer	Fund transfer created for bank feed transaction	2,203.57	2,203.57	USD
▶ 1co1 - Total 50 records											
▼ 1cp1 - Total 2 records	Bank	1cp1	7150	10/26/2023	Auto-match	Checks and debits		1156	55.56	55.56	USD
	Sage Intacct	1cp1		10/26/2023	Auto-match	Checks and debits	AP journal entry	JE1 Memo	55.56	55.56	USD
▼ 1cq1 - Total 2 records	Bank	1cq1	7150	10/28/2023	Auto-match	Checks and debits		85263	1,273.08	1,273.08	USD
	Sage Intacct	1cq1		10/28/2023	Auto-match	Checks and debits	AP journal entry	JE1 Memo	1,273.08	1,273.08	USD
▼ 1cr1 - Total 44 records	Bank	1cr1	7137	10/23/2023	Auto-match	Deposits and credits			2,203.57	2,203.57	USD
	Bank	1cr1	7141	10/24/2023	Auto-match	Deposits and credits		Invoice 7855 Goods 17944 L17944	86.00	86.00	USD
	Bank	1cr1	7147	10/25/2023	Auto-match	Deposits and credits		78995	15.10	15.10	USD
	Bank	1cr1	7149	10/26/2023	Auto-match	Deposits and credits		7588	54.00	54.00	USD
	Bank	1cr1	7151	10/26/2023	Auto-match	Deposits and credits		9775	75.00	75.00	USD

Grouped by Matching Sequence

Details to tell the story of the transaction



# Banking Cloud Time Zone (R1)

**What has changed:** Bank transaction dating is generally available for all users.

**Benefits:** You can now control the dating of bank transactions based on the time zone of a bank account. This avoids time zone anomalies that can occur with bank transaction dates and transactions generated from creation rules.

The screenshot displays the 'Cash Management' interface for 'Checking account information'. The form is organized into several sections:

- Checking account information:** Includes fields for Country (United States), Currency (USD), and Status (Active).
- Reconciliation match sequence:** Includes a 'Match sequence' dropdown.
- Accounting information:** Includes fields for GL account (1100--Operating Cash), Fund\_Loc ID (100--General), and various journal types (Default payables, Default receivables, Service charge, Interest earned).

The 'Banking cloud time zone' field is highlighted with a red box and contains the value 'GMT-05:00 Central Daylight Saving Time'.



# Banking Cloud Time Zone (R1)

## CAUTION

If anyone use this inappropriately, it could result in the date of transactions coming from the banking cloud in the bank transaction window, to be dated incorrectly.

The purpose of this feature is to **adjust the dating of the transaction according to the time zone assigned to that bank account**, so it overrides everything else.

For example, your bank is in Australia, then Intacct will say “I see your bank is in Australia, let me look at the date/time we are getting and adjust it appropriately.”





# Reporting



# Drill Down from Stored Financial Reports (R4)

**What has changed:** When viewing a stored Financial Report, you can now drill down from the report.

**Benefits:** Analyze your data at any level of detail from stored financial reports. You can drill down to transaction level details in the same way you can for reports that are not stored.

**Notes:** Stored reports show information from the time when the report was generated, but drilling down shows current information. This means that the information in a stored report might not match what you see when you drill down.



# Version History or Financial Reports (R1)

**What has changed:** Each time you save a report in the Financial Report Writer, it is saved as a version in the report's history.

**Benefit:** You can see if a previous version of the report still works and compare it to the current version to see what's different. Alternatively, you can restore that previous working version.

The screenshot shows the 'Financial Report Writer' interface. At the top, there is a navigation bar with a home icon, the text 'Reports', and a search icon labeled 'Search'. Below this, the main header area contains the title 'Financial Report Writer', a date selector 'As of date Today' with a calendar icon, and a row of buttons: 'Preview' (with a dropdown arrow), 'Save' (highlighted with a red box), 'Save & done', 'Duplicate', 'Cancel', and 'More actions' (with a dropdown arrow). A red arrow points from the 'Save' button to an alert dialog box.

The alert dialog box has a dark blue header with the word 'Alert' and a white body containing the text: 'Changes saved to the current version. To view history, open the More actions menu and select View version history.' An 'OK' button is at the bottom of the dialog.

Below the header, the interface is divided into sections. On the left, there are tabs for 'Report info' and 'Rows'. The 'Report info' section has the heading 'Tell us about your report' and a form field for 'Report name' with the value 'Balance Sheet - Comparative' and a subtext 'Identifies the report so you can find it later.' On the right side, there is a 'More actions' dropdown menu with two options: 'View audit trail' and 'View version history' (highlighted with a red box). A red arrow points from the 'View version history' option to the alert dialog.





# Version History or Financial Reports (R1)

From release date (Feb 16, 2024) forward, version will automatically begin tracking for ALL customers. First “version” will be logged when report is edited. No permissions required to capture versioning.

The screenshot shows a web browser window with the title "Intacct - Version history: Balance Sheet - Comparative — Mozilla Firefox". The URL is [https://preview.intacct.com/ia/acct/editor.phtml?.sess=eATQCkCxiA9z4CAL2vUfBm2D3HgIHgE0ApAtaWDc\\_AgC9r1Hw8Pig9z&.showgrid=1&.re](https://preview.intacct.com/ia/acct/editor.phtml?.sess=eATQCkCxiA9z4CAL2vUfBm2D3HgIHgE0ApAtaWDc_AgC9r1Hw8Pig9z&.showgrid=1&.re). The page title is "Version history: Balance Sheet - Comparative". There are "Done" and "More actions" buttons in the top right. A table displays the version history:

	Version	Modified date	Modified by
<a href="#">View</a>	2 (current)	02/07/38	Preview
	1	02/07/01	Preview

A modal window is open over the table, containing a search bar, a "Preview" dropdown, and "Restore" and "Cancel" buttons. Red arrows point from the "View" link in the table to the "Restore" button in the modal.



# Restore and View a Prior Version (R1)

When viewing a prior version, determine if you want to **Restore** (edit & save the version you are viewing) or **Cancel** (returns to the last version you were editing/current state) or select any other version to **View**. If you restore a particular version multiple times in a row, a new current version is created each time.


- Only up to the last **100 versions** “SAVED” will be captured.

	Version	Modified date	Modified by
	25 (current)	24/01/192024 16:44:59	Abhilash
<a href="#">View</a>	24	24/01/192024 16:26:42	Admin
<a href="#">View</a>	23 - restored from 1	04/01/192024 12:56:12	Admin
<a href="#">View</a>	22	04/01/192024 12:55:31	Admin
<a href="#">View</a>	21	04/01/192024 12:55:03	Admin
<a href="#">View</a>	20 - restored from 1	04/01/192024 12:54:35	Admin
<a href="#">View</a>	19 - restored from 1	04/01/192024 12:53:41	Admin
<a href="#">View</a>	18 - restored from 14	04/01/192024 10:28:25	Admin
<a href="#">View</a>	17 - restored from 14	04/01/192024 10:27:53	Admin
<a href="#">View</a>	16 - restored from 14	04/01/192024 10:26:38	Admin
<a href="#">View</a>	15 - restored from 9	04/01/192024 10:25:16	Admin
<a href="#">View</a>	14 - restored from 1	04/01/192024 10:02:09	Admin



# Version Limitations (R1)

Changes to the format of the report, such as changes to **account groups** or **dimension structures**, versioning does not go back and indicate what was changed. The purpose of versioning is to record the report setting changes and to let you make changes.

★ 🏠 Reports ▾		
Financial Report Writer		
Report info	Define rows — 990IX Statement of Functional Expenses	
Rows	Row structure ⓘ	Detail level ⓘ
Columns	Select account groups	Set detail level...
Computations	[-] Functional Expenses ▶	
Filters	Grants and Other Assistance ▶	Summary
	Benefits paid to or for Members ▶	Summary
	Compensation of Officers, Directors, Trustees and Key Employees ▶	Summary 
	[+] Salaries and Wages ▶	
Format	Other Employee Benefits ▶	Summary



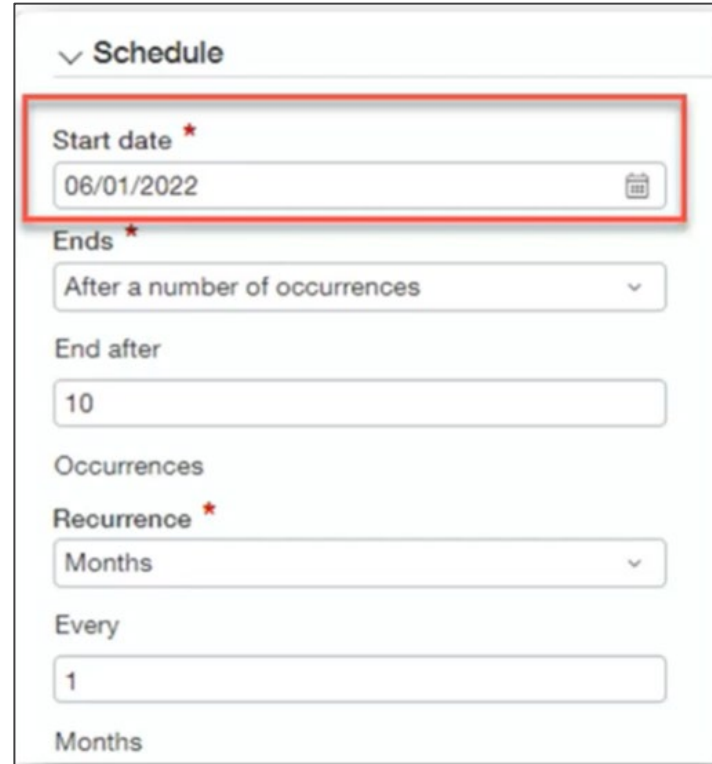
# Improved process for setting up report schedules (R1)

- **What has changed:** When you create or update a report schedule, Intacct checks that the schedule will not produce more than **31 reports for past dates**.
- **Benefits:** This limit prevents performance problems that could result from running too many reports at one time.
  - For example, suppose you create a schedule to run a report daily for a year starting 1/1/2023.
  - At the end of the year, 12/31/2023, you review and decide to continue this schedule indefinitely.
  - You edit the schedule and remove the end date, but you inadvertently do not change the start date.
  - Running this schedule would recreate the report for every day from that start date to today (**365 reports**).



# Improved process for setting up report schedules (R1)

- **How does it work?**
- **Configuration:** Create or edit a schedule for a Financial Report
- **New Validation:** System will check to insure the Start Date is not more than **31 occurrences** in the past.
- **Why 31 occurrences:** This allows users to create a schedule that runs up to a full month in the past.
- **Best Practice:** When editing an existing schedule, **update the start date to the current date** so it does not restart back to the original start date.



The screenshot shows a configuration form for a report schedule. The form is titled "Schedule" with a dropdown arrow. The "Start date" field is highlighted with a red border and contains the date "06/01/2022" with a calendar icon to its right. Below this, the "Ends" section has a dropdown menu set to "After a number of occurrences". The "End after" field contains the number "10". The "Occurrences" field is empty. The "Recurrence" dropdown is set to "Months". The "Every" field contains the number "1". The "Months" label is at the bottom of the form.



# Improved process for setting up report schedules (R1)

## BEFORE

▼ Schedule

Start date \*  
06/01/2022

Ends \*  
After a number of occurrences

End after  
10

Occurrences

Recurrence \*  
Months

Every  
1

## EDITED/ FAILED

▼ Schedule

Start date \*  
06/01/2022

Ends \*  
Never

Recurrence \*  
Weeks

Every  
1

Weeks

## FIXED

▼ Schedule

Start date \*  
01/25/2024

Ends \*  
Never

Recurrence \*  
Weeks

Every  
1

Weeks



# Resources

- Sage University Training & Release Notes
- Intacct Customer Office Hours
- View and Subscribe to the CLA Intacct Blog

<https://blogs.claconnect.com/intacct/>

- Continue to join our monthly Sage Intacct Webinars

[2023 Sage Intacct Webinar Series :  
2023 : Events : CLA \(CliftonLarsonAllen\)  
\(claconnect.com\)](https://blogs.claconnect.com/intacct/2023-Sage-Intacct-Webinar-Series-2023-Events-CLA-CliftonLarsonAllen-claconnect.com)

## What's New in Sage Intacct's 2022 R2 and R3?

September 26, 2022 | by Ashley Klapperick

Struggling to keep up with all the enhancements pushed out in Sage Intacct's Release 2 (R2) on May 13, 2022, or Release 3 (R3) on August 19<sup>th</sup>, 2022? Keeping up with all the feature enhancements is a job along with your actual job. Intacct has pushed out a ton of exciting enhancements across the application, if you want to learn more keep reading.



### Dashboards:

Have you struggled to get to creating dashboards for your team? If this is a task that keeps getting pushed further down your list of "To-Do's" utilize Intacct's new out-of-the-box Role Based Dashboards. The new role-based dashboards provide information in a format that is easier for the viewer to consume with specific information on each dashboard. If you don't like the look or information provided, you can easily make changes to these dashboards so they suit your team's needs.



# *Thank you!*



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