



# Intacct Webinar

2020 R4 and 2021 R2 Release Highlights

WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor



**Learning**  
at CLA

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# Learning Objectives

- Explain feature enhancements from Sage Intacct's 2020 R4 and 2021 R1 releases
  - Utilize GL Outlier detection to enhance your data entry
  - Improve your Financial Reports with a few quick clicks
  - Setup checklists to help improve your processes
  - Review Accounts Receivable enhancements to streamline your billing
  - Explain the Bank and Credit Card reconciliation enhancements.
- Identify how to utilize enhancements where they are pertinent to your day-to-day tasks





# GL Outlier Detection

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# GL Outlier Detection

## GL Outlier Detection

sage Intacct

The screenshot displays the Sage Intacct interface for 'General Journal - Journal Entries'. A notification banner states: 'Unusual historical matches have been found, review the indicated outlier line(s). Total outlier count = 2'. Below this, the 'Transaction' tab is active, showing details for Transaction number 402, Accounting sequence number 101-1100, Posting date 08/05/2020, and Description --. The 'Entries' table shows two lines:

	Account	Department	Location	Transaction debit	Transaction credit
1	1000 - Bank of America	11 - Accounting	1 - United States Of America	1.00	
2	4000 - Sales	11 - Accounting	1 - United States Of America		1.00

A callout box highlights the first entry with the text: 'This combination is unusual – Account, Department, Location, Amount'. Below the callout, a detailed view of the first entry is shown:

	Department	Location	Transaction debit
1000 - Bank of America	11 - Accounting	1 - United States Of America	1.00

### Proactively catch errors

- Leverage GL approvals
- Score outliers using machine learning
- Call attention to what requires a closer look

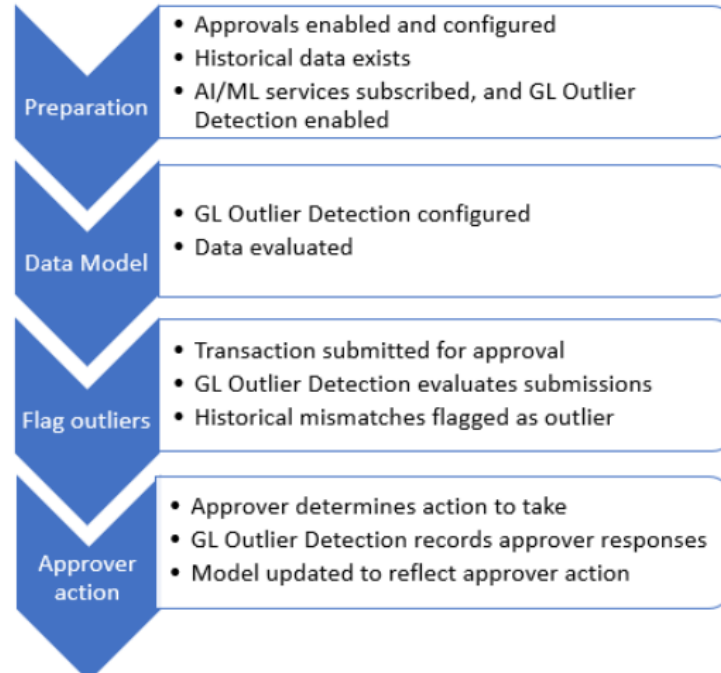
Ensure accuracy as transactions are recorded into the system

# GL Outlier Detection

- New way to ensure accuracy as transaction are approved
  - Proactively catch errors
  - Applies in GL Journal Approval Process
  - Evaluates each DR/CR to catch outliers using machine learning
  - Calls attention to what needs a closer look

## GL Outlier Detection workflow

The following image shows the GL Outlier Detection workflow, from start to finish.







# Cash Management Enhancements

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# Bank & Credit Card Validations

- No more potential reconciliation issues due to changes
- Required fields
  - GL Account
  - Currency
  - Location
- Non-editable once a transaction is posted against account

The screenshot shows a web interface for 'Checking Account Information'. At the top is a dark blue navigation bar with a home icon and the text 'Cash Management'. Below this is a section header 'Checking Account Information'. The form contains several input fields and labels:

- Address 2**: An empty text input field.
- Currency**: A dropdown menu showing 'USD'.
- Accounting information**: A section header with a downward arrow.
- GL account**: A dropdown menu showing '1004--Wells Fargo Bank A/c.'.
- Last reconciled balance**: A text label with the value '-1,750.75'.
- Default payables GL journal**: A dropdown menu showing 'MAP--AP--Maple Valley, Inc.'.
- Last reconciled date**: A text label with the value '03/31/2020'.
- Disable inter-entry transfers**: A checkbox that is currently unchecked.
- Location ID**: A dropdown menu showing 'Corporate--Corporate (San Jose)'.

At the bottom of the form, there is a footer with the text 'Privacy Policy' and 'Copyright © 1999-2020 Sage Intacct, Inc.'.



# Credit Card Security

### ☰ Credit Card Account

**OLD**

▼ Credit card details

ID \*

Description

Type \*  
Visa ▼

Number

Payment method \*  
Credit ▼

Address 1

### ☰ Credit Card Account Information

**NEW**

▼ Credit card account

ID \*

Description

Type \*  
Visa ▼

Payment method \*  
Credit ▼

Address 1

Address 2

- No longer can create CM credit cards with a number
- List, custom reports, print payment copies, credit card register no longer displays last 4 digits of credit card
- American Express Payment Services must be subscribed & created AMEX card to enter card number

# Charge Payoff Reflects AP Bill Created

View AP bill that was created for the charge payoff via hyperlink on charge payoff

## Charge Payoffs Information

Done More actions

### Transaction Posting details

#### Posted AP bills

Doc number	Reference number	Doc date	Transaction amount	Transaction amount paid	Transaction amount due
<a href="#">Charge Payoffs - 868</a>	--	<a href="#">02/08/2021</a>	2,025.00	0.00	2,025.00
Total			2,025.00	--	2,025.00

#### General ledger journals posted

Book ID	Journal	Journal no	Date	Line no	Account number	Account name
ACCRUAL	APJ	<a href="#">235</a>	02/08/2021	1	2551	American Express CC Liability (1235)
ACCRUAL	APJ	<a href="#">235</a>	02/08/2021	1	2551	American Express CC Liability (1235)
ACCRUAL	APJ	<a href="#">235</a>	02/08/2021	2	2000	Accounts Payable
ACCRUAL	APJ	<a href="#">235</a>	02/08/2021	2	2000	Accounts Payable
Total						

### Bill

Post Print Duplicate Done Pay More actions

#### AmEx - 1235 (V-138)

Vendor ID balance: 29,966.27 USD

Bill date	Due date	Due in	Bill total	Amount paid	Amount due
02/08/2021	03/10/2021	30 days	2,025.00 USD	0.00 USD	2,025.00 USD

Date  
02/08/2021

GL posting date  
02/08/2021

Vendor  
[V-138--AmEx - 1235](#)

Pay to  
[AmEx - 1235\(VV-138\)](#)

Return to  
[AmEx - 1235\(VV-138\)](#)



# Bank Reconciliation – Create more transactions

- More transactions to create from bank data
  - Deposits
    - ◇ Create other receipts from deposits
  - Checks
    - ◇ Create manual payments from withdrawals

**Cash Management** Reconcile Bank Account Edit Save Refresh Reconcile Cancel More actions

WF--Wells Fargo - USD (USD)

Statement ending date 05/31/2020 Last reconciled 03/31/2020 Bank feed status Connected Last bank feed date 10/26/2020 Last bank feed txn date 04/22/2020 Bank refresh status Refreshing

Intacct unmatched transactions	Intacct unmatched amount	Bank unmatched transactions	Bank unmatched amount	Matched checks/debits	Matched deposits/credits	Beginning balance	Difference
18	-75,422.26	10	11,113.72	20,301.66	2,391.23	-1,750.75	93,379.19
						Statement ending balance	Uncleared
						-1,704.25	-75,422.26
						Book balance	Amount to reconcile
						-95,083.44	17,956.93

**Intacct** **Bank**

State Unmatched Transaction type Checks/Debits Bank amount Check# / Doc# range More filters Apply filters Clear filters

Date	Check# / Doc#	Bank amount	Amount to match	Payee	Description	Txn type	
04/22/2020	--	561.95	561.95	--	--	Checks/Debits	Match Action
04/22/2020	--	99.67	99.67	--	--	Checks/Debits	Manual payment
04/22/2020	--	65.37	65.37	--	--	Checks/Debits	Create JE Ignore

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# Bank Reconciliation – Bank Transactions

- By adding the ability to create more separation of duties, users can act on bank feed transactions on the Bank Transaction screen
- CM > All > Transactions > Bank Transactions
  - View mode > Enter Transactions
  - **Debits:** Funds Transfers, JE's, Manual Payment, Service Charge now available
  - **Credits:** Funds Transfers, Interest Earned, JE's, Other Receipts, Receive Payments
  - Credit Cards: Charges and other fees, Credit Card transaction, JE's



# Bank Reconciliation – Create more transactions

Stable Connection

Shared Connection

Re-authorize once instead of doing it for each account

No longer need to try to connect a handful a day and then lose connection on some accounts

	Intact unconnected account	Banking cloud account	Transaction start date	
1	SCCB - Chicago Community Bank - USD	Plaid Saving -- 1111 -- Bal 210 -- USD	10/01/2020	+ -
2	-- Select account --	Plaid Money Market -- 4444 -- Bal 43200 -- USD	10/01/2020	+ -
3	-- Select account --	-- Select account --		+ -
4	-- Select account --	-- Select account --		+ -
5	-- Select account --	-- Select account --		+ -
6	-- Select account --	-- Select account --		+ -

Map Cancel

sage Intacct



# Bank Account Refresh

Sage Intacct Banking Cloud now automatically refreshes every 4 hours

- Refresh can still manually occur, but is not required
- This automatic refresh will not occur if you change your password or if your bank requires you to re-authenticate

Checking Account Information							Save	Duplicate	Cancel	More actions ▾
Details	Check printing	ACH setup	Banking cloud							
Intacct 022712--Vicky's Bank- 2/27/12 022712	Banking cloud Sage Demo Bank Demo Bank	Last bank feed 06/17/2020	Last transaction date 02/04/2020	Last reconciliation 02/04/2013	Last reconciliation type --	Status ? Connected	Refresh			





# Matching Rules

- Today, you must manually match multiple transactions in Sage Intacct to one lump sum transaction from the bank
- With R1 2021, the system takes an extra step in the matching process and detects groups of transactions with like document numbers and amounts to what exists in the bank

## More options

Import

Matching attributes

### Matching attributes

Determine how incoming transactions are matched against transactions already in the system. The Amount attribute is required for both transactions types.

#### Deposits matching attributes

Selected items (2)	<a href="#">Add/edit</a>
Document number	x
Amount	x

#### Checks matching attributes

Selected items (1)	<a href="#">Add/edit</a>
Amount	x





# Accounts Receivable Enhancements

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# Custom Email Templates

- Custom templates for both invoices and statements
  - Default in AR configuration or,
  - Default on Customer Record
- Override in Print/Email Invoices/Statements
- Email from AR Invoice lister

Star Home Company

## Email Template

Name \*  
Custom Email Template

Description

Template type  
AR Sales Invoice  
AR Sales Invoice  
AR statement  
Contract  
Order Entry transaction  
Purchasing transaction

Addresses [How do I add addresses?](#)

Reply-to \*  
Vishwanath.Mahadevan@Sage.com

Reply-to name  
Vishwanath Mahadevan

Contact lookup  
Ship-to contact - email 1

{ARINVOICE.SHIPTO.EMAIL1}

To  
Separate multiple addresses by comma

CC  
Separate multiple addresses by comma

BCC  
Separate multiple addresses by comma

Message content [How do I add content?](#)

Doc element lookup  
--Please select--

Company element lookup  
--Please select--

# Receive Payments Enhancements

Accounts Receivable Favorites Search

## Receive Payment

Post Cancel More actions

Payment information

Account type: ☒ Bank account ☐ Undeposited funds account

Account:  Payment method:  Payment currency:

Customer selection:  Customer balance:  Payment memo:

Amount received:  Receipt date:  Date on check:  Check number:

Selected invoices

Amount received 2000.00 Credits applied 100.00 Total payment applied 2000.00 Amount available to apply 0.00 Amount overpaid 0.00

Items selected: 0     << Page 1 of 1 >>

Invoice #	Customer	Customer ID	Currency	Tax amount	Credits available	Credits to apply	Discount available	Discount to apply	Amount due	Payment amount	Outstanding amount	Line details
1	INV-0001	ABC Corporation	04062020	USD	1000.00	1225.00	10.00	10.00	900.00	900.00	0.00	<a href="#">Line details</a>
2	INV-0002	ABC Corporation	04062020	USD	1000.00	1225.00	0.00	0.00	1000.00	1000.00	0.00	<a href="#">Line details</a>
3	INV-0003	ABC Corporation	04062020	USD	1000.00	1225.00	0.00	0.00	1000.00	100.00	900.00	<a href="#">Line details</a>
4												
Total					2000.00	100.00	10.00	0.00	2900.00	2000.00	900.00	

<< Page 1 of 1 >>

Overpayment information

- New User Interface Screen
- New Payment memo field
- Ability to search by Invoice number
- Search Invoice by customer, invoice date
- Apply payment based on invoice line items
- Apply credit based on the invoice



# AR Filtering on Receipt

- Ability to create Filter Sets
- Similar to AP filter Sets
- Filters at the top of each column
- Ascending/Descending option on each column
- Line details on Receive Payment screen for multiple line invoices

The screenshot shows a software interface titled "Select Invoices for Payment". At the top, there is a "Filter sets" dropdown menu with the text "500 or Over" and a filter icon (a funnel). To the right of the dropdown is a "Manage filters" link. Below this is a section titled "Filters". Inside this section is a table with three columns: "Field", "Operator", and "Value". The table contains one row with the following data: "1" in the first column, "Total transaction amount" in the second column, "greater or equal" in the third column, and "500.00" in the fourth column. To the right of the table is a plus sign. At the bottom of the dialog, there is an "Apply criteria" section with a dropdown menu set to "AND" and a text input field labeled "Expression". To the right of this section are two buttons: "Apply" and "Cancel".

	Field	Operator	Value
1	Total transaction amount	greater or equal	500.00

# AR Attachments on Receipt

- Attachments while posting AR payments
  - When receiving an AR payment you can add an attachment or select an existing attachment

☰ Receive Payment Post & new

▼ Payment information

Account type  
☒ Bank  
☐ Undeposited Funds Account

Account \*  
B01--Security State Bank - Checking Main

Payment method \*  
Check

Customer \*  
C-1002--Cynthia DeWinter

Customer balance  
4,800.00

Amount received  
500.00

Receipt date \*  
03/26/2021

Payment date \*  
03/26/2021

Check #

Payment memo

Attachment

▼ Invoices selected for payment

Amount received 500.00 Credits applied -- Total payment applied -- Amount available to apply 500.00 Amount overpaid 500.00

Items selected: 0 Apply credits Apply discounts Clear credits ... Select invoices

	▼	Invoice #	Customer	Currency	Transaction amount	Credits available	Credits to apply	Discount available	Discount to apply	Amount Due	Payment amount	Outstanding amount	Line details	
1	<input type="checkbox"/>		--	--	--	0.00		--	--	--		0.00	--	+ -
2	<input type="checkbox"/>		--	--	--	0.00		--	--	--		0.00	--	+
Total					--		--	--	--	--		0.00		





# Reporting Enhancements

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# Non-Posting Dimensions

## Managed by Dimension Status

Dimensions that can be set to “Active Non-Posting” are:

- Department
- Location
- Class
- Customer
- Vendor

		Department ID ▾	Department name	Parent ID
		<input type="text"/>	<input type="text"/>	<input type="text"/>
Edit	View	100	Sales	
Edit	View	110	Marketing	
Edit	View	120	Product	
Edit	View	130	Services	
Edit	View	299	Management & General	
Edit	View	200	Finance	299
Edit	View	210	IT	299
Edit	View	220	Executive	299
Edit	View	230	Operation	299
Edit	View	999	Shared	299

# Report Improvements: Freeze First Columns

- Ensures the first column is always visible – no matter how many columns are in the report
- When viewing the report in HTML click the gear icon in the right-hand corner and click **'Freeze first column'**

**Financials Ratios**

▼ Liquidity Ratios

▼ Current Ratio

▼ Current Assets

▼ Cash and Cash Equivalents

Wells Fargo Checking

Petty Cash

Citi Savings Account

Undeposited Funds

Accounts Receivable - trade

▼ Short Term Investments

▼ Accounts Receivable, Net

Month Ending 09/30/2020

Month Ending 08/31/2020

Month Ending 07/31/2020

150000.00

9000.27

27000.52

2250000.00

158000.45

8900.94

27500.00

2256000.34

70000.00

158000.45

8900.94

27500.00

2257030.39

70050.09

Row density

Freeze first column

# Report Improvements: Dash for Zero

- Dash for Zero
  - Display Dash for zero is now a feature in reporting format
  - Format > General > Numbers
- Dash is not retained in Excel or CSV files

## Statement of Revenues & Expenditures - Actual vs Budget

	Year Ending 12/31/2020	Year To Date 12/31/2020	
	Mid-Yr Recast Ttl	Mid-Year Recast YTD	
▼ Revenues & Expenditures			
▼ Operating Revenue			
▶ Grant Revenue	250,000.00	250,000.00	
▶ Program Revenue	-	-	
▶ Contributions	4,750,027.50	4,750,027.50	
▶ Tuition	-	-	
▶ Member Fees	275,030.07	275,030.07	
▶ Sales	1,768,643.55	1,768,643.55	
▶ Subscriptions	-	-	
▶ Service Fees	2,521,907.33	2,521,907.33	
▶ Investment Earnings	1,142,562.32	1,142,562.32	
▶ Revenue - Supports	-	-	
▶ Other Revenue	1,138,576.25	1,138,576.25	
▶ Satisfaction of Restrictions	-	-	
Total Operating Revenue	11,846,747.02	11,846,747.02	

# Report Improvements: Filter Parameters

- Include Timelines Per column based on date selected in prompt
- See filter and prompt selections in the report

**Report Prompt** OK

As of date:  📅

Based on As of date, includes:  
01/01/2013 - 12/31/2013  
01/01/2012 - 12/31/2012

**Liability Analysis**

	Year Ending 12/31/2015 Actual	Year Ending 12/31/2014 Actual
▼ Liabilities		
▼ Current Liabilities		
Accounts Payable	320,176,783.05	320,176,671.05
SCB Payable	111.00	111.00
Credit Card	68.00	68.00
Accrued Expense	(26.88)	(26.88)
Accrued Expense	-	10,000.00
Employee Liabilities	1,011,734.31	1,011,734.31
Sales Tax Payable	12,351,702.46	12,351,702.46
Sales Tax Surcharge Payable	(85.00)	(85.00)
<b>Total Current Liabilities</b>	<b>333,540,286.94</b>	<b>333,550,174.94</b>
▼ Long Term Liabilities		
Note Payable	1,000,000.00	1,000,000.00
Inter-entity Payables	1.00	-
Texas - Arizona IEP	270.00	270.00
Deferred Revenue License	-	900.83
Default Deferred Revenue Account	1,177,747.58	1,176,547.58
<b>Total Long Term Liabilities</b>	<b>2,178,018.58</b>	<b>2,177,718.41</b>
<b>Total Liabilities</b>	<b>335,718,305.52</b>	<b>335,727,893.35</b>

**Filter tab and prompt selections:**

As of date : 12/31/2015 ; Department : All ; Include subs: On ; Hide Inactives: Off ; Location : All ; Include subs: On ; Hide Inactives: Off ; Project : All ; Include subs: On ; Project type : All ; Include subs: On ; Customer or Client : All ; Include subs: On ; Customer or Client type : All ; Include subs: On ; Vendor : All ; Include subs: On ; Vendor type : All ; Include subs: On ; Item : All ; Product line : All ; Include subs: On ; Class : All ; Include subs: On ; Employee : All ; Include subs: On ; Employee type : All ; Include subs: On ; DD\$ : All ; SUMMER : All ; Contract : All ; Include subs: On ;

# Report Improvements: Schedule Reports to Location & Department Managers

- When scheduling a report to run, select <<**Associated manager on dimension record**>> to send reports to right person
- If no dimension manager is assigned reports are sent to the person scheduling the report or the administrator

## ≡ Schedule Financial Report

≡ Schedule Financial Report

▽ Filters

Department/group  
Food Program--Food Programs

Location/group

As of date  
12/31/2014

☒ Individual Report

☐ Individual Report

▽ Schedule

Start date \*

Ending on \*

Never

Recurrence \*

None

▽ Delivery options

☒ Email

☐ Store in Intacct

☐ Store in cloud

☒ Associated manager on dimension record

Email





# Other Enhancements

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# Item Cross Reference



- Create item cross references, aliases, that match the identifiers your customers or vendors use for an item to the Item ID you use.
- Error message will be thrown when there is not a match between the Unit of Measure on the line and the Item cross reference
- Available in Purchasing and Order Entry

The units of measure for the item ID and the cross-reference item ID do not match.

Provide a cross-reference item ID with the correct units of measure, then try again.

# Checklists

- Checklists are used for client to track business activity
- For example: you may want a month-end close checklist
  - Create the Checklist
  - Assign tasks to users and track tasks within checklist
- Import csv checklists
  - Checklist and assignments
  - Dependencies within assignments
  - Collaborate on assignments and checklists
- Build custom view on dashboard to see what is done
- Accessed through the Company application





# Intacct Resources

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# Get the Training you need...

- Intacct Learning Center Training and Release Notes
- View and Subscribe to our CLA Intacct Blog
- Continue to join our monthly Intacct Webinars

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



## Enabling Bank and Credit Card Feeds for Reconciliation

*September 29, 2020 / by Ashley Klapperick*

One year ago, in R3 of 2019, Sage Intacct released the ability to download bank transactions directly from your bank to Sage Intacct's bank reconciliation. The goal being to allow for soft reconciliations throughout the month thus saving time on reconciling huge amounts of transactions at month end. Throughout the last year this feature has seen many enhancements each quarter. Just a year later with R3 of 2020 Intacct has announced the addition of credit card feeds. In this post we'll walk through first how to set up the bank feed and second, in case you've already enabled the bank feed, how to set up the credit card feed in the US version of Sage Intacct.

# Thank you!



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