

BRUCE GILSTRAP & GRANT PERRY

Product Update



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Disclaimer

A FEW THINGS FIRST

This presentation is for information only.

Evaluate risks before acting based on ideas from this presentation.

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**Bruce
Gilstrap**

DEVELOPMENT
TEAM MANAGER



**Grant
Perry**

DIRECTOR OF
DEVELOPMENT



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Agenda

HERE'S THE PLAN

- Meet Our Team
- What We've Been Doing
- Looking Ahead



4

Arlan Privett	Anna Kite	Bryan Privett	Dave Powell	Development Team
				
				
Emma Morman	Gay Reed	Laney Gore	William Tucker	



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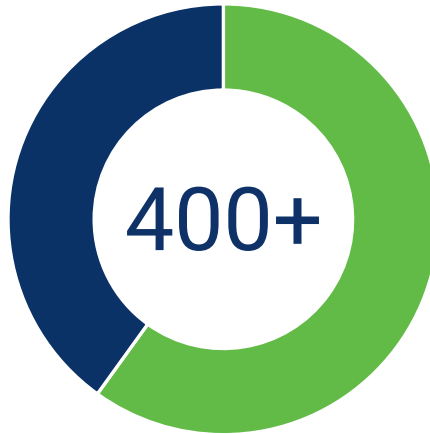
What We've Been Doing

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Software Changes

SINCE JUNE 1, 2022

Fixes



Features



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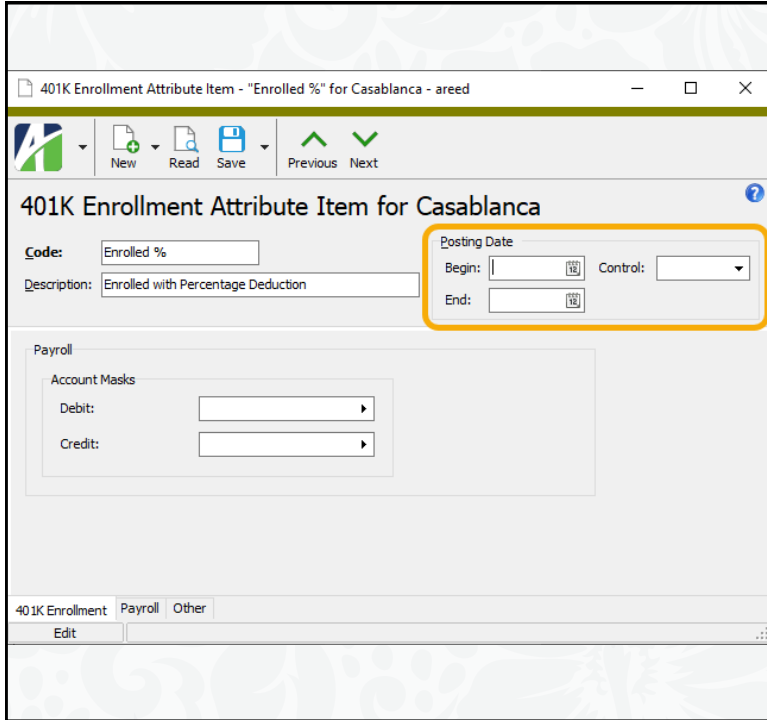
Q:

ACTIVITYHD
ATTRIBUTES

Do you use
Attributes?



8



ACTIVITYHD

ATTRIBUTES

RELATED SESSIONS

General Ledger: Mission Control
Monday at 2 PM

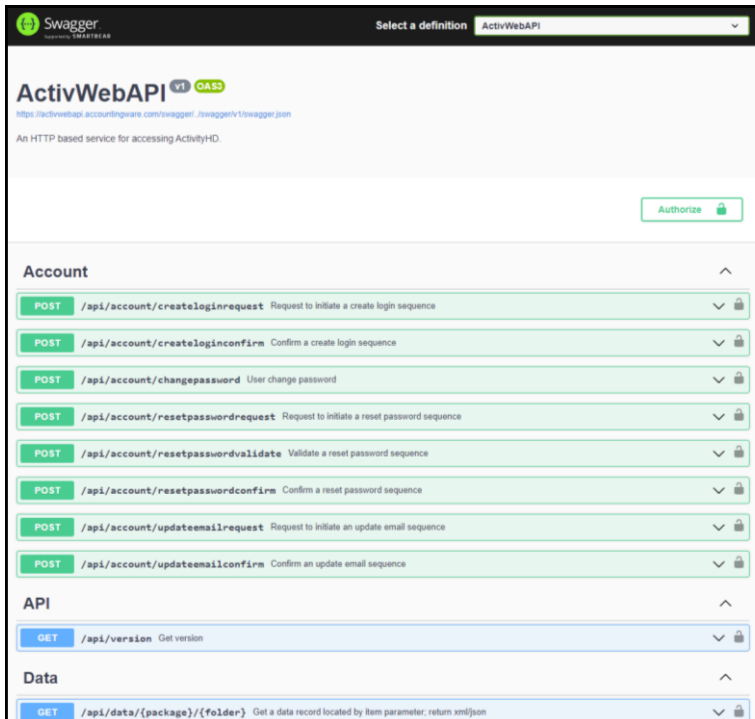
AMA: Controller Workshop
Monday at 4:10 PM

HELPFUL LINKS

[8.33 Release Notes](#)



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ACTIVITYHD

ACTIVWEBAPI

RELATED SESSIONS

Tech Talk Discussion
Monday at 2 PM


Power BI & KPIs
Tuesday at 1 PM

HELPFUL LINKS

[ActivWebAPI Swagger](#)



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A Family of Technology Companies

Login ➔

Log in with SSO

or

Use your self-serve username and password or your domain credentials (i.e. domain/username)

Forgot your password?

Create login


ACTIVITYHD

SELF-SERVE

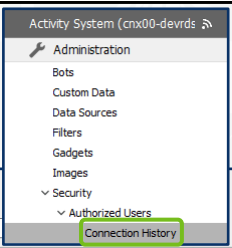
RELATED SESSIONS

Tech Talk Discussion
Monday at 2 PM

Cybersecurity 101
Tuesday at 9 AM



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Connection History for Activity System (cnx00-devrds1)

Filters: Lookup:

Connection #	Authorized...	Type	Process ID	Connected	Disconnected	Current
26379	Bruce Gilstrap	Client	12940	4/21/2023 10:45:17 AM		Current
26378	AATest	Web	6456	4/21/2023 9:11:10 AM	4/21/2023 9:35:20 AM	
26377	AATest	Web	5012	4/21/2023 8:42:04 AM	4/21/2023 9:02:12 AM	
26376	AATest	Web	4872	4/21/2023 8:40:36 AM	4/21/2023 8:41:53 AM	
26339	David Conely	Client	11856	4/18/2023 3:43:42 PM	4/18/2023 3:46:03 PM	
26338	Bruce Gilstrap	Web	4332	4/18/2023 10:24:13 AM	4/18/2023 10:49:02 AM	
26337	Bruce Gilstrap	Web	656	4/18/2023 10:21:38 AM	4/18/2023 10:24:02 AM	
26336	Bruce Gilstrap	Client	2392	4/18/2023 9:54:35 AM	4/18/2023 6:11:38 PM	
26290	Mason Edwards	Web	6556	4/14/2023 11:26:47 AM	4/14/2023 11:47:47 AM	
26289	Mason Edwards	Client	19816	4/14/2023 9:17:17 AM	4/14/2023 5:56:16 PM	
26279	Mason Edwards	Client	10008	4/13/2023 3:08:32 PM	4/13/2023 5:15:01 PM	
26278	Mason Edwards	Web	6948	4/13/2023 11:17:14 AM	4/13/2023 11:39:20 AM	
26277	Mason Edwards	Client	6236	4/13/2023 10:44:57 AM	4/13/2023 11:37:54 AM	
26267	Mason Edwards	Web	8164	4/12/2023 4:37:23 PM	4/12/2023 4:58:31 PM	
26266	Anna Kite	Web	7400	4/12/2023 11:48:37 AM	4/12/2023 12:26:53 PM	
26265	Anna Kite	Client	13164	4/12/2023 11:16:24 AM	4/13/2023 5:00:01 AM	
26264	Anna Kite	Web	116	4/12/2023 11:15:14 AM	4/12/2023 11:48:37 AM	
26263	AATest	Web	276	4/12/2023 10:47:55 AM	4/12/2023 11:09:29 AM	
26262	David Conely	Client	16424	4/12/2023 8:22:02 AM	4/12/2023 8:23:17 AM	

ACTIVITYHD


CONNECTIONS

RELATED SESSIONS

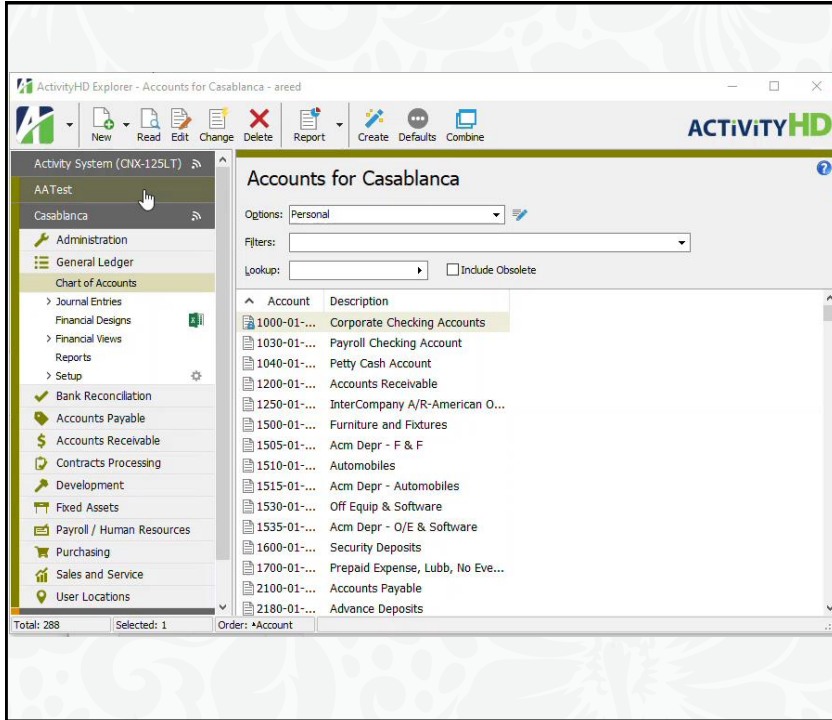
Tech Talk Discussion
Monday at 2 PM

HELPFUL LINKS

[8.32 Release Notes](#)



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ACTIVITYHD
COMPANIES

RELATED SESSIONS
Tech Talk Discussion
Monday at 2 PM

HELPFUL LINKS
[8.32 Release Notes](#)





PUBLISH FINANCIALS

RELATED SESSIONS

Skip the Forest for the Trees... Monday at 11 AM

Into the Woods... Monday at 3:10 PM

HELPFUL LINKS

8.34 Release Notes

8.35 Release Notes



Publish Financial Statements for Casablanca - areed

Steps: Specify Options, Publish

Answers: Defaults

Selection Options Accounts Attributes

Current Period

Calendar: Weekly Weekly Calendar for Payroll

Expression: Current

Year: 2023

Period: 13 Week ending 4/1/2023

As of:

Iteration: AcctType

Limits:

Options: Include Consolidated "Consolidated"

Currency Unit:

Specify if a Consolidated report should be included by choosing an option below. Enter a Consolidated Code or abbreviation to include in the filename and Excel sheet name. Enter a Consolidated Description to appear in the report as the Iteration Description.

Option: Include Consolidated

Code: Include Consolidated

Description: Consolidated Only consolidated

Buttons: << Back, Next >>, Finish, Cancel

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FTR BOT

RELATED SESSIONS

Skip the Forest for the Trees... Monday at 11 AM

Into the Woods... Monday at 3:10 PM

HELPFUL LINKS

8.33 Release Notes

8.34 Release Notes



Bot - "Financial Tree Reporting" for Casablanca - areed

Steps: Specify Options, Run Bot

Answers: Defaults

Design:

Current Period

Calendar: Weekly Weekly Calendar for Payroll

Expression: Current

Year: 2023

Period: 10 Week ending 3/11/2023

As of:

Currency Unit:

Include Unmerged Entries not on Hold

Configuration Workbook:

Specify file path or leave blank to use configuration workbook attached to bot record

Email Type: generic

Email Subject:

Email Body:

Buttons: << Back, Next >>, Finish, Cancel

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ACTivAP
accounts payable
APPROVAL

RELATED SESSIONS
Introducing AP Invoice Approvals
Monday at 11 AM

HELPFUL LINKS
[8.35 Release Notes](#)

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ACTivAP
accounts payable
APPROVAL

RELATED SESSIONS
AP Invoice Approvals
Monday at 11 AM
Refining Purchasing Processes
Tuesday at 10 AM

HELPFUL LINKS
[8.35 Release Notes](#)

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Operator - "Reed, Gay" for Casablanca - Bruce Gilstrap

New Read Save Report Previous Next

Operator for Casablanca

Name: Reed, Gay

Line	Notification	Method	Filters
1	Order Approval Needed	Email, All	
	Invoice Approval Complete	Email, All	
	Invoice Approval Needed	Email, Assigned Level or Higher (Limit:	
	Invoice Disapproved	Email, Assigned Level Required	
	Order Approval Completed	Email, Assigned Level Required and D	
	Order Approval Needed		
	Order Disapproved		

Operator Notifications Data Links Attachments Other

Edit

ACTiVPO
purchasing

NOTIFICATIONS

RELATED SESSIONS

Refining Purchasing Processes

Tuesday at 10 AM

AP Invoice Approvals

Monday at 11 AM

HELPFUL LINKS

[8.34 Release Notes](#)



Employee - "Barnfield" for Casablanca - areed

New Read Save Report Previous Next ACA Prenote ROE Bots

Employee for Casablanca

Code: Barnfield Full Name: Mollie K. Barnfield

Goes By: Katy Pronouns: She/Her/Hers

Automatics: All Include Historical

Line	PRCode	Description	Begin Date	End Date	Origin
1	Pay.Salary	Salary Pay	1/5/2010		
2	Pay.Comm	Commissions	1/1/2010		
3	Ded.401K	401K Deducted	6/1/2010		
4	Ded.401KER	401K Matching	6/1/2010		
5	Ded.G.Civil	Garnishment, Civil Garnish	1/20/2010	6/25/2010	Garnishment (28)
6	Tax.MedEEPerce	Med-EE	1/5/2010		
7	Tax.MedERPerce	Med-ER	1/5/2010		
8	Tax.SocSecEE	Social Security EE	1/5/2010		
9	Tax.SocSecER	Social Security ER	1/5/2010		
10	Tax.USA	USA W/H	1/5/2010		
11	Tax.FUTA	Federal Unemployment	1/5/2010		

Parameters

Line	Pa
1	Dec
2	Pay
3	Tax
4	Tax
5	Tax
6	Tax
7	Tax
8	Tax
9	Tax

Valueg (Dec

Line	Dz
1	6/

Employee Calculations Disbursement Positions Seniority & Leave Custom Data Links Locations Records Nc

Edit

ACTiVPR
payroll

INCLUDE HISTORY

RELATED SESSIONS

Taking a Proactive Approach

to PR Processing

Monday at 4:10 PM

HELPFUL LINKS

[8.34 Release Notes](#)



ACTivCP
contracts processing

AP INTERFACE

RELATED SESSIONS

Contracts Processing:
Settling Isn't Easy
Tuesday at 2 PM

HELPFUL LINKS

[CP: Post to AP Online Help](#)

InterActiv
CONFERENCE

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ACTivFA
fixed assets

POST TO GL

RELATED SESSIONS

Using Post to GL
in Fixed Assets
Tuesday at 4:10 PM

HELPFUL LINKS


[8.25 Release Notes](#)

InterActiv
CONFERENCE


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23



- Option not to seed/sync unposted GP Journal Entries
- Health indicators of synchronization with DGP
- More Financial Tree Reporting improvements



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ACTiVITYHD
COMING SOON

- Features to improve the OOBE (Out of Box Experience)
- All things ActivWebAPI

 **InterActiv**
CONFERENCE

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 **InterActiv**
CONFERENCE

26

ACTIVITYHD
accounting in high definition

What can I help you find? All Files

Contents Index

Welcome

You are here: Welcome [Release Notes](#)

Welcome

How to use this Help system

Search it. Enter a word or phrase in the **Search** field above this pane and click the magnifying glass to find help articles which contain your search term. Fine tune your search by selecting the software package you want results for from the drop-down list next to the **Search** field.

Browse it. Go to the **Contents** tab, expand a book, and click on articles of interest. To browse the help system in order from the top, use the browse buttons at the top of this pane.

Use the index. Go to the **Index** tab and start entering a term in the **Search** field. As you type, the list of index keywords is reduced to those which contain the characters you have typed. Click an index entry to open the associated topic in the help pane. If there are multiple topics associated with a keyword, you are presented a menu of possible topics.

Find a term in the glossary. Go to the **Glossary** tab and start entering a term in the **Search** field. As you type, the list of glossary terms is reduced to those which contain the characters you have typed. Click on a term to expand it. The **Glossary** tab is the third tab in the left-hand help navigation pane. If the pane is not expanded wide enough to show the tab name, look for the icon.

Getting started

If you're new to ActivityHD, you'll find these links helpful for learning how to get around the system:

- [What sets ActivityHD apart](#)

Featured video

WELCOME TO
Posting Magic:
An Uncustom Solution for Common
General Ledger Issues

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ACTIVITYHD[®]

What can I help you find?

ActivityHD Online Help

Release Notes

Package options

ActivityHD System

Administration

Common Features

General Ledger

Bank Reconciliation

Accounts Payable

Accounts Receivable

Contracts Processing

Fixed Assets

Payroll/Human Resources

Purchasing

Sales and Service

Automation

Self-Serve

ActivityHD Online Help

Getting started with ActivityHD

If you're new to ActivityHD, you'll find these links helpful for learning how to get around the system:

- [What sets ActivityHD apart](#)
- [ActivityHD Explorer](#)
- [ActivityHD webinars](#)

What's new with ActivityHD?

Did you know it's easy to access the latest release notes for ActivityHD? Simply click [here](#) or select **Release Notes** near the top of the table of contents.

How to use this Help system

Search it. Enter a word or phrase in the **Search** field above this pane and click the magnifying glass to find help articles which contain your search term. Fine tune your search by selecting the software package you want results for from the drop-down list next to the **Search** field.

Browse it. Go to the table of contents, expand a section, and select articles of interest.

Find a term in the glossary. Select the **Glossary** entry in the table of contents.

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ACTIVITYHD®

What can I help you find?

You are here: [Payroll/Human Resources](#) > [Employees](#)

Employees

Security Built-in filters

Employees are the central entity of the Payroll system and creating them is the first step in setting up the Payroll package.

Actions

- + Create a new employee record
- + Manage employee locations
- + Generate prenotes
- + Generate and print W-2s
- + Create an export totals file
- + Create an export totals file for SUTA reporting
- + Create an export totals file for EED-1 Component 2 reporting
- + Delete an employee
- + Flag an employee record as obsolete

Reports

Field definitions

Errors & warnings

Extras\Payroll\Import Employees.xls; Change Employees .xls; Import Employee Positions.xls; Import Employee Statuses.xls; Change Employee Disbursement Set Run Type.xls; DeleteOrExpire Employee Disbursement Sets.xls; DeleteOrExpire Employee Leave Plans.xls

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ACTIVITYHD®

What can I help you find?

You are here: [General Ledger](#) > [Chart of accounts](#)

Chart of accounts

Security Built-in filters

The *chart of accounts* is the list of structured account numbers which categorize an organization's accounting activities.

The creation of individual accounts is the culminating step in a five- or six-step process which includes creating:

1. [calendars](#)
2. [units](#)
3. [segments](#)
4. [segment items](#)
5. [account rules](#) (optional)

The chart of accounts is the backbone of the accounting system. It should be designed to capture financial information to empower sound financial decisions. A chart of accounts is generally grouped into assets, liabilities, capital, revenue, and expenses.

Your organizational chart could serve as the outline for structuring your chart of accounts. For example, suppose your business is divided into ten departments (production, marketing, human resources, etc.). Each department is probably accountable for its own expenses (salaries, supplies, phone, etc.). The chart of accounts will tend to be as large and as complex as the company associated with it.

A few general considerations when using, adapting, or building a chart of accounts from scratch:

- What financial information do you need to track to manage your business?
- What financial reporting do you need and to whom will you be reporting?
- What information do you need to prepare your tax returns?
- Is your business subject to any special regulatory reporting requirements?

Another thing to think about is the level of detail you need in the chart of accounts. A very general chart of accounts, with only very broad categories of accounts, may make bookkeeping easy, but falls short in analysis capability. On the other hand, a very detailed chart of accounts may make bookkeeping cumbersome, but will afford you very granular analysis. In general, you need to seek the level of detail in your chart of accounts that will meet your company's needs.

Actions

Reports

Field definitions

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Wrapping Up

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ACTIVITYHD OTHER SESSIONS

- ActivityHD Basics: Monday at 3:10 PM
- Getting Started with ActivReporter: Tuesday at 10 AM
- Advanced ActivityHD: Tuesday at 3:10 PM
- Tips & Tricks to Help Troubleshoot Your Payroll: Tuesday at 11 AM
- Keeping Track of Your Employees with Ease: Tuesday at 3:10 PM
- Ask Me Anything (multiple sessions – see agenda)

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ACTIVITYHD

RELATED SESSIONS

Tips & Tricks
Wednesday at 9 AM

**The Wizard of
ActivityHD...
Marvin!**

Disclaimer: Not an actual wizard.



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THANKS FOR JOINING!

Product Update

Bruce Gilstrap & Grant Perry

support@accountingware.com
<https://accountingware.com/help>

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