

# PARAGON NEWS

The Midwest's Leading  
ACCPAC Solution Provider

WINTER 2005

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## Paragon adds Jon Taylor to the Development Team

**Paragon Consulting Group, Inc. is pleased to announce the addition of Jonathan Taylor to our technical support team.** Jon brings with him years of development and customization experience and will add valuable expertise to client custom development projects.

As a specialized developer, Jon has worked extensively to build customized databases, to create on-line web forms, and to design and implement e-commerce websites. Recently, Jon developed a custom real estate transaction tracking system, which streamlined the client's processes by providing their customers with self-service and improving the organization and presentation of data. In addition, Jon developed an e-commerce website for a gift retailer. The website now generates 33% of all retail and wholesale company orders.

Jon is a graduate of Southwestern Missouri State. His extensive development background has already proven to be a valuable asset to the Paragon team. Please join us in welcoming Jon.

## Training Manuals: Your Key to Mastering ACCPAC

**Paragon is excited to offer our valued clients ACCPAC training manuals.** These guides are the perfect way for you to learn the day-to-day processing functions for ACCPAC Advantage Series, and to do so at your own pace. Providing you with a plethora of information at your fingertips, the ACCPAC training manuals are a thorough and comprehensive way for you to master your ACCPAC system. These user-friendly manuals are organized according to the needs of a typical ACCPAC user. ACCPAC-related concepts are discussed according to real-life instances, giving you information that is relevant to your daily and periodic processing needs.

ACCPAC training manuals are organized consistently and provide a rich variety of navigational features, making it easy to quickly access information on all ACCPAC functions. Every chapter uses the same structure and contains a detailed table of contents, a comprehensive index and tips for processing throughout. Not only are

the manuals valuable for training new users on ACCPAC, but they are also a great reference tool for seasoned users. The following ACCPAC Advantage Series training manuals are available:

- ACCPAC Accounts Payable
- ACCPAC Accounts Receivable
- ACCPAC General Ledger
- ACCPAC Financial Reporter
- ACCPAC Inventory Control
- ACCPAC Order Entry
- ACCPAC Purchase Orders
- ACCPAC Project and Job Costing
- ACCPAC US and Canadian Payroll
- ACCPAC System Manager
- ACCPAC Year End Processing

If you are interested in purchasing one or more manuals, please visit our website at [www.pcginc.com](http://www.pcginc.com) to download the online order form. Or, you can contact Jessica Scordato at 312.669-9500 x 20 or [jscordato@pcginc.com](mailto:jscordato@pcginc.com).

## Training Courses

### 8:30 AM - 1:00 PM Courses

ACCPAC System Manager  
ACCPAC General Ledger  
ACCPAC Financial Reporter\*  
Crystal Reports – Basic  
Crystal Reports – Advanced

### 8:30 AM - 4:00 PM Courses

ACCPAC Accounts Payable  
ACCPAC Accounts Receivable  
ACCPAC Inventory Control  
ACCPAC Order Entry  
ACCPAC Purchase Orders

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All courses are held monthly. For the most up to date schedule, please visit [www.pcginc.com/training.asp](http://www.pcginc.com/training.asp)

All ACCPAC Advantage Series courses include a FREE training manual (\$95 value)

Repeat a training course and take 25% off!

\* Financial Reporter training course requires GL experience or previous attendance at the GL Training Course.

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## Pricing Structure

### 8:30 AM - 1:00 PM

\$425 for first attendee  
\$350 for subsequent attendees

### 8:30 AM - 4:00 PM

\$525 for first attendee  
\$450 for subsequent attendees

To register for training courses contact Jessica Scordato at 312.669.9500 x20 or [jscordato@pcginc.com](mailto:jscordato@pcginc.com)

# New ACCPAC Advantage Series 5.3 Offers Greater Business Analysis Capabilities

One of the most important benefits of ACCPAC Advantage Series 5.3 is the complete support that it will provide for unlimited optional fields throughout all Advantage Series applications and modules. Optional fields allow businesses to customize Advantage Series and provide comprehensive reporting and analysis capabilities across the entire accounting system. Businesses will be able to manage their own information more effectively and will be able to obtain the information they need to analyze business operations and practices.

Version 5.3 lets you capture the information you need to compete successfully. The new Transaction Analysis and Optional Field Creator application gives you the flexibility of defining all the information you require in your business for each General Ledger account, customer, vendor, item, transaction, and transaction detail. The optional field feature makes it easy to record and track the information you require from the originating transaction through to your General Ledger. Imagine being able to trace the optional field information you define for your customers and items to your Order Entry orders, to your Order Entry shipments, to your Order Entry invoices, to your Accounts Receivable invoices, to the General Ledger journal entry and account. You can now analyze each individual transaction as well as General Ledger account activity balances. Advantage Series optional fields...unlimited power.

## What's New for ACCPAC 5.3 Modules?

The enhanced Inventory Control, Order Entry modules include many new

*“Version 5.3 is a substantial enhancement to all editions of the Advantage Series, offering features that range from better security and speed to a new transaction analysis feature. Its superior scalability and flexibility make it a strong choice for small businesses with the potential to become major enterprises, or for companies that are seeking an established and reliable management accounting system.”*

—Dave McClure, *WebCPA*

timesaving features from the ability to set up and sell ‘kits’ to automatically defaulting the quantity transferred from the quantity requested whenever transferring items, thereby increasing productivity.

An enhanced Payroll module provides additional report printing to meet new government regulations and to support internal business analysis needs. Additionally, with support for self-service timecards, employees can now easily enter time and billings records from remote locations.

Finally, ACCPAC Advantage Series 5.3 provides upgraded security management. In version 5.3, users can now automatically sign into the company’s accounting system simply by using the existing Microsoft Windows domain account, providing network administrators with easier control and security management. This new feature eliminates extra login steps while maintaining secure and seamless access to the system.

## How Can You Get ACCPAC Advantage Series 5.3?

If you are interested in upgrading your current software system to ACCPAC Advantage Series 5.3 or you would like additional information, please contact Paragon Consulting Group at 312.669.9500. Or, send an email with your name, your company name, and contact information to [info@pcginc.com](mailto:info@pcginc.com).

# Orchid Return Material Authorization

## Managing Your Automated Returns

If you are searching for a better way to manage your automated returns, your search is over! Orchid Return Material Authorizations (RMA) makes the return process quick and easy, regardless of how many returns you currently process.

With the rise of e-commerce and Internet usage, increased competition and lower margins, your company is likely managing more returns than ever before. Automated returns management is required to enable rapid turnaround times whilst providing superior customer service and adequate control. Increasingly popular web based ordering has resulted in a higher level of returns which historically had been experienced by the mail order industry.

Orchid RMA provides you with a proven, efficient way to manage your returns. The automated return system will help you improve customer satisfaction through early identification of product faults, rapid turnaround times and increased accuracy of inventory. Orchid RMA provides you a tool to manage returns proactively as well as a framework to support your Returns Department.

### Check out more of the great features included in RMA:

- Automatic allocation and tracking of RMA numbers
- Automatic creating of RMA from original customer invoice
- Creation of customer credit note in Order Entry and return to inventory
- Inventory return to vendor in Purchase Orders
- User definable optional fields
- Tracking of claims for recovery purposes, for example, the tracking of the cost of inventory damaged in transit by a third party shipping company
- Shipping documentation
- Inclusion of multiple customer invoices on one RMA
- Record the ultimate end user of the product being returned for analysis purposes
- Status tracking based on user definable internal and external status codes
- Specify employees allowed to authorize RMA's. The employees need not necessarily be ACCPAC users
- Fault type tracking
- Vendor warranty tracking
- 3<sup>rd</sup> Party Repair Agent tracking

If you are struggling to manage the returns and repair process in your business, the RMA solution from Orchid Systems can help you improve customer service, increase productivity of your warehouse and accounting staff, provide better control and reduce inventory management costs.

Paragon offers FREE Orchid RMA webinars designed to demonstrate the product's features and benefits. Register today by contacting Jessica Scordato at 312.669.9500 x 20 or [jscordato@pcginc.com](mailto:jscordato@pcginc.com).

## Hot Deals

### Get Back on Track

If you are currently running Advantage Series 5.0 or earlier, take as much as **25% off** upgrade pricing on all modules and LanPaks when you move up to the current version of Advantage Series Enterprise Edition, Corporate or Small Business Edition. Act now! **Offer expires February 25, 2005. From February 25 - March 25, 2005 take 10% off.**

### Competitive Upgrade Savings

For a limited time, realize significant savings when you switch to ACCPAC Advantage Series Enterprise, Corporate or Small Business Edition from another ERP system. **Promotion expires March 25, 2005.** Certain eligibility requirements apply.

## Upcoming Webinars

What's New in ACCPAC Advantage Series 5.3!

ACCPAC Advantage Series

ACCPAC Business Analysis Suite

ACCPAC CRM

ACCPAC ePOS (Point of Sale)

ACCPAC eTransact (Web Store)

ACCPAC Exchange (EDI)

ACCPAC Financial Link Professional

ACCPAC Human Resource Series

ACCPAC Insight

ACCPAC Query

ACCPAC Sales Optimizer

ACCPAC Warehouse Management

Orchid Return Material Authorizations

Orchid Budget Information Management

Orchid Inter Entity Transactions

Seradex Manufacturing Software

Avalara - AvaTax Sales Tax Calculation

UniDevCo Sales Analysis, Ops Inquiry and A/R Inquiry

*Please visit [www.pcginc.com](http://www.pcginc.com) to view full promo details and webinar listings.*

*To register for a webinar contact Jessica Scordato at 312.669.9500 x 20 or [jscordato@pcginc.com](mailto:jscordato@pcginc.com).*



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# INSIDE PARAGON NEWS

- Meet the Newest Member of the Paragon Team
- Learn About What's New in ACCPAC Advantage Series 5.3
- Find Out How Orchid Return Material Authorization Can Better Manage Your Automated Returns
- Sign Up for ACCPAC Webinars and Training Classes