

What's New in BankLink Practice 2009?

Clients Page

- When New Accounts are received in the download a **New Accounts Exist** link is displayed - click the link to go to the Setup New Accounts window where you can attach the accounts to client files
- Two new filter options - **Coded Clients** and **Uncoded Clients**, and GST due **This Month**, **Next Month**, **2 Months or More** and **Not Applicable** - to help you display only those clients you want to work on
- **Search** feature added to the Clients Page - just type part of the client name or code to quickly find the client you're looking for
- Click **Show Available Institutions** to go to the BankLink website where you can view the latest list of Financial Institutions supplying statement information through The BankLink Service
- Choose the date range to display in the **Processing Status** column

Clients

- Import contact detail updates for all or a selection of clients

Practice Details

- Add a practice-wide email signature that appears on emails sent from BankLink Practice

Task Tracking

- Set up automatic task creation for any or all of the following - Print, email or fax a Coding Report, Export a BankLink Notes file, Export a Web file, Check Out a client file, Check in a client file, Generate Scheduled Reports, Send a Query Email
- Two new actions included in the list - **Sending a Query Email**, and **Checking In a client file**
- New options to automatically close BankLink Notes and Web file export tasks when the files are imported, and automatically close Check Out tasks when the files are checked in
- Set individual reminder dates for the actions so that, for example, you can allow longer for the return of a checked out file, than a reply to a query email
- In the Clients Page, you can select a group of clients and:
 - Add a task to all of them at once
 - Report on **Open Tasks** for all those selected

Memorisations

- Add Job codes to memorisations to include transactions coded by memorisation in the Coding by Job report
- Add **Applies From** and **Applies To** dates to existing and new memorisations
- Copy the details of an existing memorisation to a new memorisation

GST

- When overriding GST you can select **No Rate** from the drop down list
- New option to add a rule to T1: PAYG Instalment Income in the PAYG Instalment section of the BAS
- The GST Reconciliation report can now show the GST payable/receivable monthly, two monthly, quarterly, six monthly or annually, defaulting to the GST Period in the client's GST Set Up

Historical entries

- Date field now editable after entries are posted
- Import historical transactions from a .csv file

Unpresented Items

- New ways to add amounts to unpresented items - cheques, withdrawals and deposits - double click the amount cell, or right click and select from menu

Journals

- Add multiple, separate journals to any date
- **GST Total** for journal now shown on-screen
- New **Clear** button to clear all the lines in a journal
- **Next Day** option for reversing and standing Cash and Accrual journals
- Review the journal list for each journal type in the new **Journal Entries Screen**
- Add **Notes** to journals in the Journal Entries Screen
- Set and clear transfer flags in the Journal Entries Screen

Budgets

- Find chart codes by using:
 - The Chart lookup button
 - The vertical scroll bar - move the scroll bar up or down until the chart code you want appears on the right hand side - release the mouse to move the record with the displayed code to the top of the **Budget** window
- New Clear functionality - clear a row, or a column
- Use Unit Price and Quantity to calculate budget amounts
- Hide unused codes in the budget window, or display all
- Advanced chart code sort for MYOB Accountants Enterprise clients now applied in the **Budget** window

Reports

- Suppress the printing of practice headers and footers for selected users
- Add GIF or JPG files to report headers and footers
- Coding Report
 - Option to rule a line between columns

- New Custom style lets you choose columns, order, and orientation; save and load the layout to other client files
- New option in the Ledger Report to display and configure Superfund details
 - You can choose the columns, order, and orientation as well as save and load the layout to other superfund client files
- Option to display Unit Price and Quantity in the Cash Flow - 12 Months Budget report
- New Profit and Loss report - 12 Months Budget
- In both the Custom Cash Flow and Profit and Loss reports:
 - Select which bank accounts to include
 - Report at divisional level or overall
- In the Custom Cash Flow, Custom Profit and Loss and Balance Sheet reports choose whether to include non-posting chart code titles
 - Use Detailed or Summarised to show the values in the report either at sub-account or title level
- Option in the Coding by Jobs report to display just Net values or GST and Gross as well
- List Memorisations report - choose which accounts to display memorisations for
- Produce List Journal reports for specific journal types
- List Client Report Options report has a new column, Destinations, indicating how Scheduled Reports are delivered - for example, Printer, Fax, Email, BankLink Notes, etc.

Graphs

- Last Year comparison added to Trading Results graph

Scheduled Reporting

- When generating scheduled reports there are two new sort options - by Group or by Client Type
- Microsoft Excel (.xls) has been added to the list of formats you can use when emailing Coding Reports
- Send files as attachments from Scheduled Reporting - for example spreadsheets for recording cash transactions

Transfer flags

- New option under Other Functions, Housekeeping to set the transfer flags for all transactions, including journals, in a period

Superfund Processing

- New interface to IRESS Xplan
- Practices using the latest version of Supercorp Supervisor II can now import quantity and GST information from BankLink Practice

Exporting Charges

- Set Practice Management System
- New Maintain File and Cost Codes option independent of the Export Charges routine
- Option to set a fixed dollar amount for each charge

- Option to mark a client as No Charge, either in the export wizard, or via System, Maintain Bank Accounts
- New List Charges report showing edited file and cost codes alongside the original BankLink charges

Users

- Option to display the practice logo when restricted users open files in BankLink Practice
- Option to suppress the printing of practice headers and footers on reports for selected users

Client Details for BankLink Books clients

- Books users now see the Basic chart by default
- Choose whether to allow Books clients to:
 - Unlock entries and clear transfer flags
 - Edit the chart of accounts
 - Produce Cash Flow, Profit & Loss, Trial Balance and Balance Sheet reports

BankLink Notes

- Jobs are now available to export with clients' BankLink Notes files
- Tax Invoice check box now available on each line of a dissection