

# Adagio® White Paper

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## Introduction

Every accounting product has its “niche”, and Adagio is no exception. We’ve prepared this document to help provide some perspective on the philosophy that drives Adagio’s development. Softrak believes that:

- Accounting departments should be free to adopt technology at their own pace
- Product development should be targeted at reducing repetitive and tedious procedures, and data should only be keyed once
- Technology should be used appropriate for the task at hand

We have made an honest attempt to highlight Adagio’s strengths and weaknesses. While no accounting product can satisfy every business’ needs, we hope that Adagio will satisfy yours!

## History

In the early 90’s, ACCPAC International dominated microcomputer accounting like no other vendor in Canada. One of ACCPAC’s strengths was its Development Partner Program, of which Softrak Systems (<http://www.softrak.com>) was one of the most successful developers.

In October 1999, concerned that ACCPAC® Advantage™ was targeted at a larger customer than Softrak’s traditional market, Softrak launched Adagio (<http://www.adagio-software.com>), a suite of full-featured modules designed specifically to service the market niche previously serviced by ACCPAC® Plus™, companies with some accounting expertise on staff and a \$5,000-\$10,000 budget to meet their accounting needs.

To capitalize on the experience of Softrak’s dealers and consultants and to allow ACCPAC Plus users a simple and straightforward migration to Windows-based accounting, Softrak designed Adagio to keep the format of a client’s data unchanged on their hard disk. This unique approach allows an Adagio customer to move to Windows-based accounting without any data conversion. Their ACCPAC Plus and Adagio modules can run side-by-side, even accessing the same data at the same time. The hundreds of add-ons developed for ACCPAC Plus over the years continue to run. Adagio can also run completely standalone, and nothing is required from ACCPAC International at an Adagio client site.

## Product Suite

The Adagio Financial Suite includes Ledger, Receivables, Payables, BankRec, and Invoices; the Adagio Operational Suite includes Inventory, OrderEntry and SalesAnalysis. Time&Billing provides specialized time recording and invoicing for professional services firms. Reporting modules include a special version of Crystal Reports for Adagio (required because of the private database), GridView which gives staff or management read only, spreadsheet “views” into the accounting database without requiring access to the Adagio modules themselves, and Adagio OLEDB for integration with MS Office. Other modules include Contacts for tracking communications with clients and prospects and DataCare which can check the integrity of the accounting database after regular business hours.

Each Adagio module shares a common “look and feel”. Data entry can be driven entirely from the keyboard. However, ACCPAC Plus users must become familiar with the Windows standard of tabbing through fields and using Enter to close a form. There is no option to use the Enter key to move from field to field as was the convention in ACCPAC Plus.

**Adagio Ledger** is batch based and supports either a 12 or 13 period fiscal calendar, with a year of history and one set of budgets. The Ledger can retrieve any batch designed for retrieval by ACCPAC Plus. Its spreadsheet based Financial Reporter converts specifications from ACCPAC Plus and allows users to create new Financial Statements by dragging and dropping a range of accounts onto its spreadsheet. Adagio Ledger’s financial reporter does not require Microsoft Excel. All cells on the sheet are created using formulas, which allows a company’s financial statement to be independent of the structure of its chart of accounts. Adagio allows you to drill down from a figure on a statement, all the way to the detail transactions posted to an account.

**Adagio Receivables** has unlimited control accounts and distribution sets to ease revenue account allocation. Adagio has a straightforward, built-in e-mail and fax queue manager (shared by Receivables, Invoices and OrderEntry), that

allows users to e-mail or fax statements and invoices to customers. Adagio Receivables also manages a notepad for unlimited customer comments and a chronological history of contacts and conversations. This dual notepad is also included in Payables vendors, Inventory items, and Ledger accounts. Alerts can be created to “pop” a message to the operator each time a customer account is referenced in any module.

**Adagio Payables** manages vendor accounts and expense distributions. By storing the G/L distribution with transactions after they’re posted, Adagio makes it easy to determine expense allocation. Adagio Payables also improves a company’s cashflow management by allowing last minute changes to a system check run to “fine-tune” the amounts and invoices being paid – an important issue in tough economic times. With the included MICR font, companies may use standard blank laser check stock, saving the cost of pre-printed checks.

**Adagio Inventory** is rare in its support of multiple costing methods and units of measure. LIFO, FIFO, Average, Standard and User Defined Costing are all available. With a 16 character item number in (up to) four user defined segments, most numbering schemes are supported. A fully integrated Purchase Orders for Adagio is available from a 3<sup>rd</sup> party Adagio Developer Partner to provide purchase order management integrated with Adagio OrderEntry.

**Adagio OrderEntry** fits the bill of traditional wholesale distribution companies. Running standalone with a price list or integrated in real time with Adagio Inventory, OrderEntry allows future orders, standing orders and active order processing. Softrak allows copying and restoring of orders between customers, complete with order re-pricing from inventory as the new order is created. Adagio OrderEntry also includes several additional functions that were expensive add-on options with ACCPAC Plus. Orders can be imported from external systems, and a complete order, invoice and credit note history is maintained for reporting, restoring and re-printing of these forms.

Adagio uses **Crystal Reports**® for all its management reporting. Batch listings, overdue receivables and payables reports, are laid out using Crystal 7.0. Crystal Reports 8.5 for Adagio (available from Softrak) may be used to modify any of the reports that are included with the modules or create new reports and add them to the Adagio module’s Reports menu. All management reports may be faxed or e-mailed.

Most accounting products also use Crystal Reports to create invoices, statements and other company specific documents. Because forms design is complex in Crystal Reports, Softrak chose to provide a straight-forward, drag-and-drop forms designer. Multi-part invoices are easy to create since each element on a form may be selected to print on one, many or all copies of a form.

A MultiCurrency module enables multi-currency processing in all Adagio modules.

## Review

Competitive products at this price point mostly use online processing through to the general ledger, Crystal Reports for form design and a third party database for their data storage. Since Softrak has a very clear view of the type of company where Adagio fits best and a long history of working well with its recommender channel, it chose batch processing for control, a designer specifically created for forms, and a database that isn’t easily accessible by every casual user.

Softrak has created a capable, full-featured accounting solution, easily supported by an accountant recommender, that deserves consideration as a migration path off ACCPAC Plus and a new environment for companies outgrowing Simply, QuickBooks, or Small Business Accounting.



Andrew Bates  
President

**Note:** Comparisons with other products were made from information available and believed accurate at the time this document was prepared. As software changes frequently, please verify specific comparisons with your reseller. We welcome the opportunity to correct any inaccuracies brought to our attention. Adagio is a registered trademark of Softrak Systems Inc. Other product names referenced are trademarks of their respective corporations. E&OE



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# Adagio® Key Strengths and Weaknesses

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## Key Strengths:

- Powerful, spreadsheet based financial reporter with drag-and-drop simplicity.
- Drill-down to transaction detail from a financial statement.
- Single vendor environment protects the accounting departments from external technology changes.
- Copy and restore from history of batches, invoices, customers and vendors minimizes repetitive data entry.
- Automated, queued e-mailing and faxing of statements, invoices and order confirmations.
- Data entry completely keyboard oriented.
- Simple, multi-part forms designer for company specific invoices, statements and other documents.
- Adagio Inventory supports five costing methods, alternate units of measure and customer pricing.
- Adagio JobCost supports five revenue recognition methods
- Integration with MS Office through OLEDB.
- No database conversion is required in moving to Adagio from ACCPAC Plus.

## Key Weaknesses:

- No serialized inventory or lot tracking
- Only one year of history in Adagio Ledger in the current version.
- Company setup requires Recommender expertise.
- Security set on module level only.
- Prior year must be closed in Ledger before posting new year entries.

## New Features in Adagio Accounting

- SmartScan™ selection grids are persistent, printable and can be exported to Excel.
- Backup data for module or whole company without leaving the application.
- Group security for functional control.
- Unlimited notes (both static and chronological) for Customers, Vendors, Inventory Items, and Ledger accounts with pop-up Alerts.
- Unlimited distributions and line items in all transactions.
- Adagio GridView™ lets staff view the accounting data without requiring access to the modules.
- General Ledger transaction detail kept with posted transactions in Receivables and Payables.
- Statement Group Print in Financial Reporter eases month end reporting.
- SmartSheet™ technology in Financial Reporter automatically adds new G/L accounts to the financial statements.
- Adagio Time&Billing tightly integrates to Payables for rebilling of disbursements.
- On desktop TimeKeeper for tracking time and feeding Time&Billing.
- Archive batches with auto update for recurring invoicing.
- Import orders from external systems or web stores.
- Complete order & invoice history to review customer purchases. Orders may be created from historical invoices with automatic re-pricing of items.
- Receivables and Payables automatically match payments and invoices to answer Vendor or Customer inquiries.

# Highlight # 1 – Drag & Drop Financial Reporter

Adagio Ledger's Financial Reporter allows the easy creation of complex financial statements. Combining drag and drop simplicity, with a formula based syntax, a company's financial statement format may be completely independent of the Chart of Accounts. With all the computational power of industry standard spreadsheets, side-by-side departmental comparative statements are simple and straightforward to create.

The screenshot shows the 'Maintain Financial Reports - [GLRReport 1]' window. On the left, a tree view lists account groups such as 'Adagio Corporation, Inc.', 'Assets', 'Liabilities', and 'Income'. A callout box points to this tree with the text: 'Account Groups are user definable. An unlimited number of accounts can be assigned to a range.' In the center, a 'Name' and 'Range' list shows selected accounts like 'Revenue' (4000.4999) and 'Expenses' (5000.5999). A callout box points to this list: 'Highlight a group and drag & drop it to the sheet.' On the right, a preview of the 'Adagio Corporation, Inc. Income Statement As of Jul 31 99' is shown. A callout box points to a 'Print Preview' button on the preview with the text: 'Click Print Preview to see your Financial Statement. You can add budgets and other columns from the Ledger.'

	Selected Period	Year To Date
<b>Income</b>		
<b>Revenue</b>		
Revenues - Consulting	51,054.55	269,656.34
Product Sales	19,935.02	42,238.08
<b>Revenue total</b>	<b>\$70,989.57</b>	<b>\$311,894.42</b>
<b>Other income and expenses</b>		
Discounts	0.00	3.38
Interest Income	0.00	0.00
Whiteoffs	0.00	0.00
<b>total</b>	<b>\$0.00</b>	<b>\$3.38</b>
<b>Expenses</b>	<b>\$70,989.57</b>	<b>\$311,897.80</b>
Cost of sales	1,372.63	43,983.14
Costs and expenses	7,066.88	30,150.65
<b>total</b>	<b>\$8,439.51</b>	<b>\$74,133.79</b>

# Highlight # 2 – Strong Channel Support

Softrak Systems has sold through the recommender channel for over 15 years. Its software is designed to leverage the learning curve of its Partners. Softrak recognizes that, in most cases, its Partners act as the IT department for the customers they serve. Adagio allows resellers familiar with ACCPAC Plus to use that experience in recommending an Adagio solution.

Adagio allows developers to leverage their long experience with ACCPAC Plus, and extend their product reach and life cycle. Comprehensive 3<sup>rd</sup> Party solutions are available for Manufacturing, Point-of-sale, Payroll, eCommerce, Contact Management, and Remote Order Entry. Adagio is also compatible with most 3<sup>rd</sup> Party products developed for ACCPAC Plus.



## Highlight # 5 – E-mail or Fax Forms and Statements

Save the cost of postage and handling of customer statements. Adagio's built-in e-mail and fax managers are easy to set up and share amongst all Adagio workstations. Schedule e-mails or faxes for later transmission, and print out those where connections failed. View the e-mails or faxes before or after they are sent.

Click the Fax button to fax your statements from fax numbers stored in the customer record.

Adagio's Form Designer allows you to insert company logos and other graphical elements on your statements and invoices.

Multiple Adagio stations can share a fax modem, and documents can be scheduled into the queue.

Faxes in the queue show their transmission status. They can be Viewed and Printed directly from the queue.

**Print Statement/Letters** window details:

- Document type: Statements
- Specification: S-1: Aging Net Overdue
- Run date: 05/15/2002
- Print transaction in: Date
- Sort By: SK
- Billing cycle: [Dropdown]
- Customer number: [Dropdown]
- Customer name: [Dropdown]
- Choose balance by: Select customers based on balance
- Outstanding transactions only:
- Customers with balance between: 0 and 9999 days overdu
- Debit minimum:  \$0.01  Zero balance  Credit bal
- Destin: **Fax Print Options**
- Send fax:  Now  Add to Queue  Schedule in Queue
- Fax after: Date: 05/15/2002, Time: 10:11am

**Fax Queue** window details:

Stat	Sch. D.	Sch. T.	Send To	Fax Number	Last Message	Print
	11/15	12:58	Bahr Drilling, Inc.	1959986579		Print
	11/20	09:48	Bahr Drilling, Inc.	1959986579		Edit
	11/22	10:53	Bahr Drilling, Inc.	1959986579		Delete
	11/23	10:42	Bahr Drilling, Inc.	1959986579		Refresh
	01/03	10:15	Bahr Drilling, Inc.	1959986579		View Fax
	01/31	09:56	Softrak Systems Inc.	16047366431		Print Fax
	02/21	10:48	Softrak Systems Inc.	16047366431		
	04/17	14:33	Bahr Drilling, Inc.	1959986579		
	05/15	10:12	Bahr Drilling, Inc.	1959986579		

## Highlight # 6 – Comprehensive Inquiries

Adagio Payables and Receivables automatically match invoices and payments. Single screen account inquiries show all customer activity, including G/L distributions of transactions.

Click on the tab containing the information you need.

All Adagio modules save current and historical information for review.

Clicking on a check shows the invoices it paid. Clicking on an invoice shows the checks that paid it.

Adagio saves the General Ledger account distributions of all transactions it posts.

**Vendor Information** window details:

- Vendor: PLU01
- Name: Karen R. Pluebell
- Short name: Karen
- Address: 1001 West Mount, Baltimore, MD
- Zip/Postal: 21201
- Comment: Subcontractor
- Contact: Karen Pluebell
- Telephone: (555) 838-1563
- Fax number: (555) 868-1564
- On hold?:
- Process 1099?:
- Credit limit: \$0.00

**Transaction Details** window details:

Type	Document	Doc Date	Reference	Current Amt	Original Amt	Status
IN	May02	05/15/2002		0.00	914.10	
MC	1271	05/15/2002		0.00	-914.10	

**Transaction Details** window details:

- Type: MC
- Number: 1271
- Reference: [Empty]
- Description: Expense Re-imbursement
- Posting seq: 1
- Last activity: 05/15/2002
- Document date: 05/15/2002
- Active/Due date: [Empty]
- Discount date: [Empty]
- Original amount: (\$914.10)
- Current amount: \$0.00
- Discount base: \$0.00

**General Ledger Distributions** window details:

Distribution	Acct/Dept	Description	Debit
	6850-100	Karen R. Pluebell	483.25
	6150-100	Karen R. Pluebell	35.85
	6825-100	Karen R. Pluebell	395.00
	2100	Karen R. Pluebell	914.10
	2100	Karen R. Pluebell	914.10

## Highlight # 7 – Easy Data Backup and Checking

Each Adagio module contains its own comprehensive data integrity check. Simple errors are user fixable. User backups of data by module or company can be done right from the File Menu, with automatic creation of backup Zip files.

Rebuild a database index, or fix simple errors if they are detected.

The screenshot shows the Adagio Ledger application with the 'Data Integrity Check' dialog box open. The dialog lists various system components that have been checked and are marked as 'OK'. An 'Information' pop-up window displays the message: 'Data integrity check was complete with no errors.' To the right, the 'File' menu is open, showing the 'Backup' option selected, which has opened the 'Adagio Backup Options' dialog box. This dialog allows the user to specify a 'Zip Path' (C:\ADAGIO\SOFTRAK\ALWIN\SAMDATA\DATA\BACK), a 'Prefix' (BKGL), and a 'Next Sequence' (1). Below the input fields is a table listing existing backup files:

Name	Date	Size
BKGL0003.ZIP	10/31/2001 09:52	116,276
BKGL0002.ZIP	10/18/2001 07:34	115,404
BKGL0001.ZIP	06/20/2001 07:07	106,299

Adagio automatically creates numbered backups in ZIP format.

## Highlight # 8 – Drill Down in Financial Statements

The screenshot displays the 'Income Statement' for Adagio Corporation, Inc. as of July 31, 99. The statement is divided into 'Income' and 'Expenses' sections. A right-click context menu is open over a cell in the 'Expenses' section, with the 'Details...' option selected. This has opened a 'Details - 6320-' dialog box, which shows a table of account details:

Account	Description	Year To Date
1 6320- 100	Consultant Salaries	30,669.30
2 6320- 200	Consultant Salaries	13,943.80
3	Total	44,613.10

Below this, another 'Details - 6320- 100 (Consultant Salaries)' dialog box is open, showing a detailed table of transactions:

Description	Posting	Batch	Date	Source	Reference	Amount
1 8- 9- 40 Kevin Greenwe	1- 6	2-	6/06/01/1999	AP-MC	ATM 6/1	315.60
2 8- 9- 39 Carla Lawrenc	1- 6	2-	6/06/01/1999	AP-MC	W/D DEPOSIT	1,052.00
3 8- 10- 3 Carla Lawrenc	1- 6	2-	6/06/14/1999	AP-MC	ATM 6/15	631.20
4 8- 10- 8 Thomas Glass	1- 6	2-	6/06/22/1999	AP-MC	6/22	578.60
5 8- 10- 4 Tony Parks	1- 6	2-	6/06/25/1999	AP-MC	ATM 6/25	1,052.00
6 8- 10- 5 Beverly Smith	1- 6	2-	6/06/25/1999	AP-MC	409	631.20
7 8- 10- 9 MARY RUCZKA	1- 6	2-	6/06/27/1999	AP-MC	413	2,840.40
8 8- 10- 11 Carla Lawrenc	1- 6	2-	6/06/30/1999	AP-MC	ATM 6/30	1,052.00
9 8- 10- 10 Thomas Glass	1- 6	2-	6/06/30/1999	AP-MC	6/30	578.60
10				Total		8,731.60

Adagio Ledger's Financial Reporter allows you to drill from a figure on a Financial Statement, to an account summary, to a fiscal period summary and then down to the posted transactions.

Right mouse click on the cell you're curious about. Select Details from the pop-up menu...

...see the accounts summarized in the cell...

...double click to see the net posted summary for a single account...

...double click on a fiscal period to see the posted transactions for that period. All these views, including the Financial Statement itself, can be cut and pasted directly into Excel.

## Highlight # 9 – Powerful and Printable Lookup

Sometimes it's hard to remember specific codes for customers or items. Adagio's SmartScan lookup allows you to scan the database, looking for records that meet a criteria on any database field. The list created by the scan is persistent, so if you choose to review one item, you do not have to redo the scan to check out another entry. Adagio also allows you to print the list of records that meet the criteria. Use this feature to create simple customer contact lists for sales staff, or account lists for reference.

Search any field in the database, and display fields you want in the Grid.

Click on the print button to create an instant report showing date and search rule. All numeric columns are totaled for convenience.

## Highlight # 10 – User Defined Grids

Every selection grid in Adagio can be customized to display the fields you want from the database. Grid views can be common throughout the company, or specialized for a specific task. Security features control whether a user can customize their grids.

Set the "view" for everybody, or just you.

Choose the fields you want to see, and the order you want to see them in.

If you don't like the fields displayed in the grid, just double click on the grid headings to bring up the Column Editor.