

VERSION 6.1



Readiness Check

Technical Writing

SYSPRO (Pty) Ltd

Published Date: September 2010

Revised: January 2011

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PREFACE

ABOUT THIS DOCUMENT

This document provides an overview of the **SYSPRO Readiness Check** program.

Every effort is made to provide you with the most up-to-date information possible. However, the constant development of the product means that the information in this guide may not always match your version of the software.

Although this guide can be used in conjunction with SYSPRO's training material, it is not a training guide. Training guides are available from SYSPRO. Please consult your local SYSPRO office for details on how to obtain these guides.

Introduction

The **SYSPRO 6.1 Readiness Check** program enables you to verify whether a company is ready to upgrade from SYSPRO 6.0 Issue 010 SP2 to SYSPRO 6.1.

The program can be downloaded from the Support Zone (Port 99). Once you have downloaded and applied the port to your current version of SYSPRO 6.0 Issue 010 SP2, you can run the program standalone from the SYSPRO *File* menu *File > Run > IMPR61*.

Once you have selectively indicated the areas you want to check, the program highlights the modules in which data or transactions exist that will cause the conversion to fail.

IMPLEMENTATION CONSIDERATIONS

The **SYSPRO 6.1 Readiness Check** program is only intended for use when migrating from SYSPRO 6.0 Issue 010 SP2 to SYSPRO 6.1.

Before running the **SYSPRO 6.1 Readiness Check** program, we recommend that you complete a number of tasks for currently installed modules. This will help to reduce the volume of exception messages that may be displayed.

ACCOUNTS PAYABLE

Note:

The legacy A/P Payment Cycle programs are no longer available in SYSPRO 6.1. If you are still using them, then we strongly recommend that you convert to the new AP Payment Cycle before converting to SYSPRO 6.1.

Alternatively, the SYSPRO 6.1 **Conversion** program performs this conversion for you, providing there are no payment cycles in progress (i.e. to perform the conversion, you need to either complete all legacy payment cycles or cancel them).

1. Print the **A/P Journal Report**.
2. Print the expense and disbursement distribution reports using the **A/P G/L Distribution Report** program.
3. Update the General Ledger (if Accounts Payable is integrated to the General Ledger) using the **Post Entries into G/L** program.

ACCOUNTS RECEIVABLE

1. Print the **A/R Invoice Register**.
2. Print the **A/R Cash Journal Report**.
3. Print the **A/R G/L Distribution Report**.
4. Print the **A/R Bank Deposit Slip** (if Accounts Receivable is linked to Cash Book).
5. Update General Ledger using the **Post Entries into G/L** program (if Accounts Receivable is integrated to General Ledger).

CASH BOOK

1. Print the **Cash Book Journal**.
2. Print the **Cash Book G/L Distribution** report.
3. Update General Ledger using the **Post Entries into G/L** program (if Cash Book is integrated to General Ledger).

ASSETS

1. Print the **Asset G/L Distribution Report** report.
2. Ensure that valid dates are defined for all current and previous year Period end dates in the Assets module.

INVENTORY

1. Print the **Inventory Journal Report**.
2. Print the **Inventory G/L Distribution** report.
3. Update General Ledger using the **Post Entries into G/L** program (if Inventory is integrated to General Ledger).

PURCHASE ORDERS - GRN SYSTEM

1. Print the **GRN Journal Report** report.

SALES ORDERS - TRADE PROMOTIONS

1. Print the **Journal Report**.

WORK IN PROGRESS

1. Print the **Inventory Journal Report**.
2. Print the **WIP Labor Journal**.
3. Print the **WIP Part Billings Journal Report**.
4. Print the **WIP G/L Distribution** report.
5. Update General Ledger using the **Post Entries into G/L** program (if Work in Progress is integrated to General Ledger).

GENERAL LEDGER

1. Run the **G/L Entries Maintenance** program, selecting the options:
 - o List Group Entries
 - o From the *Report Options* screen, select only the *On hold* and *Not posted* group statuses.

Check that no journals are listed on the report.

2. Run the **Post Entries into G/L** program and check that no error messages are printed on the report and that all journals from the sub-modules have been posted to General Ledger.

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Field	Value	Description
<i>File</i>		
	Close	Select this to exit the program.
<i>Validate All</i>		Select this to validate all data for the entry currently highlighted in the Module treeview of the Validate pane. You can select to validate the General Ledger, Accounts Payable and Assets Register individually, or you can select ALL MODULES to validate all of these simultaneously. The LEGACY ISSUES must be individually validated. The validation process may take a few minutes to complete depending on the size and status of your data and the features you use. When you select this option you are prompted to confirm that you want to proceed with the validation process.
<i>View All Exceptions</i>		Select this to display all exceptions found (for the module(s) you selected to validate) in the Exceptions pane. Alternatively, you can display the exceptions individually for each entry in the Status pane, by selecting the required entry. This option is only enabled if exceptions (errors) were found by the SYSPRO 6.1 Readiness Check program.

VALIDATE

The items which can be validated for SYSPRO 6.1 readiness are displayed in this treeview.

This treeview is used solely to enable you to indicate what you want to validate.

When you highlight an entry in the treeview, the items that are validated when you select the **VALIDATE ALL** option are displayed in the Status pane.

Once you have highlighted an entry in the treeview, and selected the **VALIDATE ALL** option to perform the validation for that entry, the validation results are displayed in the Status pane. Selecting a different entry in the treeview resets the validation status to **NOT YET VALIDATED** for all the entries in the treeview.

The following areas can be selected for validation:

Field	Value	Description
<i>All Modules</i>		Select this to validate GENERAL LEDGER , ACCOUNTS PAYABLE and ASSETS REGISTER related data simultaneously.
	General Ledger	Select this to validate General Ledger integration related data only. The following areas are checked when you select the VALIDATE ALL option: <ul style="list-style-type: none"> GL Entries - unposted group entries or group entries on hold (see G/L Entries Maintenance). AR Invoices - unprinted Accounts Receivable

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		<p>Invoice Registers and unposted ledger distribution entries.</p> <ul style="list-style-type: none"> • AR Payments - unprinted Accounts Receivable payment journals and unposted ledger distribution entries. • AP Invoices - unprinted Accounts Payable journals and unposted ledger distribution entries. • AP Payments - unprinted AP payment distribution entries. • Assets Distribution - unprinted Asset distribution entries. • Cash book - unprinted Cash Book journals and unprinted distribution entries. • GRN Journals - unprinted GRN and Inventory journals and unposted ledger distribution entries. • TPM Journals - unprinted TPM journals. • WIP Labour - unprinted Work in Progress labor journals and unposted ledger distribution entries. • WIP Part Billing - unprinted Work in Progress part billing journals.
	Accounts Payable	<p>Select this to validate Accounts Payable related data only. The following areas are checked when you select the VALIDATE ALL option:</p> <p>Note:</p> <p>These checks apply to the legacy payment cycle only.</p> <ul style="list-style-type: none"> • AP Payment Cycle invoices - invoices in a status other than spaces or H (i.e. invoices released for payment, but the payment cycle is incomplete). • AP Payment Cycle Checks and Registers - unprinted or partially printed checks.
	Assets Register	<p>Select this to validate Assets Register related data only. The following areas are checked when you select the VALIDATE ALL option:</p> <ul style="list-style-type: none"> • Assets Control - zero date against any CURRENT YEAR or PREVIOUS YEAR period end date (see Asset Register Setup).
Legacy Issues		<p>Select this to validate Legacy related data only. The validation of Legacy related data excludes all data in your current financial year.</p> <p>This check is designed to highlight discrepancies in your data from previous years. These discrepancies are journals which have mismatches between their detail and summary/control records.</p> <p>Note:</p> <ul style="list-style-type: none"> • Failure to to remove these records will not prevent you from successfully converting to SYSPRO 6.1, but could cause problems when you implement the Real-time General Ledger feature in SYSPRO 6.1 (typically when reprinting distribution reports; which may not balance).

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		<ul style="list-style-type: none">• In addition, although the program indicates that Accounts Receivable records captured using the AR Initial History program must be deleted, these records do not affect General Ledger. Consequently, failure to remove these records will not prevent you from successfully converting to SYSPRO 6.1. However, you should still investigate them and delete them accordingly to ensure that data integrity is maintained. <p>The following areas are checked when you select the VALIDATE ALL option:</p> <ul style="list-style-type: none">• AP Record Check• AR Record Check• Cashbook Record Check• Inventory Record Check• AR Sales Record Check
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Status

The readiness status of the module currently highlighted in the Module treeview of the Validate pane is displayed in this pane.

The following information is included in this listview:

- **Description**
This indicates the description of the data checked by the **SYSPRO 6.1 Readiness Check** program.
- **Message**
This indicates the current status for the data corresponding to the entry in the Description column.
This status can be one of the following:
 - **Not yet validated**
This indicates that the data has not yet been validated. You need to select the **VALIDATE ALL** option to validate the data.
 - **Ready for SYSPRO 6.1**
This indicates that the data is ready for converting to SYSPRO 6.1.
 - **N error(s) detected**
This indicates that the **SYSPRO 6.1 Readiness Check** program has found one or more errors in your data, which will cause the conversion to SYSPRO 6.1 to fail. N indicates the number of errors detected. Information on the error(s) detected is displayed in the Exceptions pane.

Exception Messages

The exception messages in this pane relate to the "N ERROR(S) DETECTED" entry currently highlighted in the Status pane.

If, however, you selected the **VIEW ALL EXCEPTIONS** option, then all exception messages are displayed.

Note:

An unnecessarily large number of exception messages may be returned if you have not completed the prerequisite tasks before running the **SYSPRO 6.1 Readiness Check** program (see *Prerequisites*).

Field	Value	Description
Delete All		<p>Select this to delete all missing records found for any of your previous financial years. These are records for which either the summary/control or detail record is missing.</p> <p>You are prompted to confirm the deletion of all such records displayed in the Exceptions listview.</p> <p>Note:</p> <p>This option is only enabled for LEGACY ISSUE exceptions where missing records for previous financial years are found. We recommend that you investigate these transactions before deleting them</p> <p>These records can also be individually deleted using the corresponding ACTION in the Exceptions listview.</p> <p>This gives you the opportunity to remove corrupt data dated before your current financial year.</p> <p>Although these records will not prevent you from successfully converting to SYSPRO 6.1, they could cause problems when you implement the Real-time General Ledger feature in SYSPRO 6.1.</p>
Set All Printed		<p>Select this to update the "printed" and/or "posted" flags (depending on your GL Integration settings) for all unprinted journals for any prior financial years, to indicate that the journals were printed and posted (where applicable).</p> <p>The ACTION message specifies, where applicable, that you need to run the Journal Report and/or the Distribution Report. You can therefore manually print and/or post these entries using the appropriate programs in SYSPRO. This is preferable to merely changing the flags. However, if, for some reason, you cannot print and/or post these journals, then you can select this option to change the flags.</p> <p>You are prompted to confirm the update of all such records displayed in the Exceptions listview.</p> <p>Note:</p> <p>When you select this option, the journals are not printed. The 'printed' and 'posted' flags (where applicable) are merely changed to indicate that the journal was printed and posted.</p> <p>These records can also be individually updated using the Exceptions listview.</p> <p>The Exceptions listview is not immediately refreshed once the SET ALL PRINTED option has processed the records. You will need to select the VALIDATE ALL option to revalidate the records and refresh the Exceptions listview.</p>

LISTVIEW

The following information is included in the listview:

- Message
This indicates the exception message.
Additional details pertaining to each message are displayed below each message.
- Key
This indicates the key on which the exception occurred. This always includes the Journal number and may, in some cases, include the entry number.
- Action
This indicates the action you need to take to fix the exception.
 - Where the action indicates that you need to **DELETE OBSOLETE JOURNAL RECORDS**, you can select the **ACTION** itself to delete each of these records individually. Alternatively, you can use the **DELETE ALL** option to simultaneously remove all these types of records currently displayed in the listview. You will only be able to delete records dated in a **previous** financial year.
This gives you the opportunity to remove corrupt data dated before your current financial year.
Note:
Although these records do not prevent you successfully converting to SYSPRO 6.1, they are likely to cause problems when you implement the Real time General Ledger feature in SYSPRO 6.1.
 - Where the action indicates that you need to **SET A JOURNAL STATUS CODE TO PRINTED**, the **ACTION** message specifies that you need to run the appropriate Journal Report or set the status to printed. Running the actual Journal report is preferable to merely setting the status flag to 'printed'. However, if, for some reason, these journals cannot be printed, you can select the **ACTION** to change the flags to 'printed'.
Note:
If you select to 'set the status to printed', then the journal is **not** printed. The 'printed' flag on the journal is merely changed to indicate that the journal was printed.
You can select the **ACTION** itself to update the printed flag on each of these journal records individually. Alternatively, you can use the **SET ALL PRINTED** option to simultaneously update the printed flag for the records currently displayed in the listview. You will only be able to update the printed flag for records dated in a **previous** financial year.
 - Where the action indicates that you need to **SET A RECORD STATUS CODE TO PRINTED**, the **ACTION** message specifies that you need to run the appropriate Distribution Report or set the status to printed. Running the actual Distribution report is preferable to merely changing the status flag. However, if, for some reason, these distribution reports cannot be printed, you can select the **ACTION** to change the flag to 'posted'.
Note:
If you select to 'set the record status to printed', the General Ledger is **not** updated. The 'posted' flags are merely changed to indicate that the distribution was posted.
You can select the **ACTION** itself to update the posted flag on each of these distribution records individually. Alternatively, you can use the **SET ALL PRINTED** option to simultaneously update the posted flag for the records currently displayed in the listview. You will only be able to update the posted flag for records dated in a **previous** financial year.
 - For transactions in your **current** financial year, you are only given the option to print the journals/registers, run the distribution reports or post the entries into the General Ledger using the appropriate SYSPRO program.
- Table
This indicates the name of the table in which the exception occurred.

CONCLUSION

ADDITIONAL RESOURCES

TRAINING

SYSPRO provides extensive training guides that use task-based scenarios to assist you in gaining a working knowledge of the modules and processes within SYSPRO.

Please refer to the Support Zone for details on how to obtain these guides.

SUPPORT ZONE

SYSPRO's Support Zone provides up-to-date information about the product as well as more advanced tutorials for registered users.

NEWSLETTER

As part of SYSPRO's ongoing commitment to keeping you informed about the latest product developments, a weekly Support Zone newsletter is distributed to the SYSPRO community. The newsletter covers many aspects of SYSPRO development ranging from product enhancements to support-related information, known issues and useful tips.

You can subscribe to this newsletter from the SYSPRO Support Zone.

COMMENTS

Please send us your comments to help us improve the standard of our guides. All emails can be sent to documentation@za.syspro.com.