

BUILDERMT - NEW SAGE JOB CLOSING PROCESS

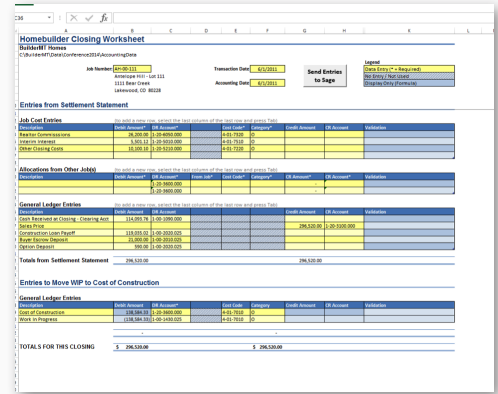
New Closing Process for BuilderMT and Sage 300 Users

The new process will allow you to take your HUD Statement and reconcile with your Sage Job Cost Data to quickly and easily perform your Closings and Closing Entries.

- » Easy to Use
- » One Time Set Up
- » Allows you to Customize/Create your own Closing Grids
- » Increases Accuracy and Reduces Errors
- » Reduces Duplication and Manual Entries
- » Allows Multiple Users to Review Before Posting
- » Creates Consistency of Input and Data

How Does it Work?

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|----------------------------|---|
| Report Name | JC Homebuilder Closing Worksheet |
| Purpose | Use this template to create an Excel workbook where you can record closing statement values and other related job costs associated with closing. Then click a button to record the necessary entries in Job Cost and General Ledger. |
| Before You Start | <p>Macros are presently enabled</p> <p>Some of the functionality of this workbook is provided by Excel macros. Please click the following link for steps to enable macros:</p> <p>http://support.office.com/2e64600489d5</p> |
| Required Software | <p>The following Sage 300 Construction and Real Estate applications are required:</p> <ul style="list-style-type: none"> Office Connector - Query (Standard or Designer) Office Connector - Write (Standard or Designer) Office Connector - Import (for JC Direct Costs) Job Cost |
| Required Data Files | <p>Include a list of the Sage 300 Construction and Real Estate data files needed:</p> <ul style="list-style-type: none"> MASTERJOB |
| Using This Report | <p>Follow these steps to utilize this template:</p> <ol style="list-style-type: none"> 1. Click the Closing worksheet. 2. Enter values from your closing statement into the yellow-shaded cells. 3. Confirm that there are no validation messages. 4. Click Send Entries to Sage. 5. Complete the import process via Job Cost - Import Direct Costs. 6. Optionally, click the Attachments worksheet to attach files to the job (such as the closing statement or this worksheet). |
| About the Design | <p>This template utilizes Excel Tables (ListObjects) to provide data entry grids for various groups of entries. Excel Data Validation is used to provide in-cell drop-downs and validation of value-types and text-length. Additional formulas are used to provide further validation messages confirming that all required values have been entered and values are in good. Finally, Office Connector Import is used to create the direct cost import file based on the data entered.</p> |
| Revision Number | <p>Revision 1.0000 Monday, March 30, 2015 at 2:40 PM</p> |



» Use the new BuilderMT Sage 300 Office Connector Closing Process to modify and / or create a template workbook where you can record closing statement values and other related job costs associated with closing. Then simply click the SEND Button to automatically record the necessary entries in Job Cost and General Ledger. Please call Alicia Perri at 303-785-0100 for more information.

System Requirements:

- » Office Connector - Query Design * \$1595.00
- » Office Connector – Import JC Costs * \$595.00
- » 1 Concurrent User of Office Connector – Write Standard * \$595.00
- » BuilderMT Closing Template \$495.00
- » Sage Business Care (Support) \$557.00
- » **Total** **\$3837.00**

* If you already own these products, you do not have to purchase them again.



» What is Office Connector? In addition to allowing this automated closing process, Office Connector is an extremely powerful Reporting Writing and Data Mining tool.

See the diagram to the left and then visit <http://event1software.com/product/office-connector-suite/> for more General Information on Office Connector.