



# DSD Business Systems

**Sage 100 Enhancements**

**ARCA**

**Accounts Receivable Chase Bank ACH**

**Version 7.30**



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ARCA Accounts Receivable Chase Bank ACH User's Manual  
Version 7.30

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DSD Business Systems  
8787 Complex Drive  
Suite 400  
San Diego, CA 92123  
858/550-5900 8:00am to 5:00pm PST  
858/550-4900 Fax

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## Table of Contents

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<b>SECTION A: INTRODUCTION</b>	<b>4</b>
WEB RESOURCES.....	4
SUPPORT.....	4
ARCA ACCOUNTS RECEIVABLE CHASE BANK ACH FEATURES .....	5
<b>SECTION B: GETTING STARTED</b>	<b>6</b>
REQUIRED LEVELS.....	6
INSTALLATION.....	6
DSD ENHANCEMENT CONTROL PANEL.....	8
<b>SECTION C: SETUP</b>	<b>10</b>
ROLE MAINTENANCE / SECURITY EVENT.....	10
CUSTOMER MAINTENANCE .....	10
<b>SECTION D: SYSTEM OPERATIONS</b>	<b>12</b>
USING ACCOUNTS RECEIVABLE CHASE BANK ACH EXPORT .....	12
REPORT AND EXPORT .....	13
VISUAL INTEGRATOR EXPORT .....	14
<b>SECTION E: UNINSTALL DSD ENHANCEMENTS</b>	<b>15</b>

## Section A: Introduction

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This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to Sage 100. For instructions on using Sage 100, refer to the appropriate Sage 100 manual, or call your Sage 100 reseller. DSD Business Systems offers excellent Sage 100 support, at an hourly rate.

### Web Resources

DSD web site: <http://www.dsdinc.com>

The Enhancement page contains:

- Current Release Schedule*
- Purchasing Information*
- Installation Instructions*
- Product Support*
- Enhancement Links*

ARCA Quarterly Electronic Reporting:

<https://development.dsdinc.com/enhancement/Colorado-quarterly-electronic-reporting-3/>

The product web page contains:

- Product Description*
- Web Links*
- Current Product Version Table*
- Product Installation File Download*
- Product Manual in .pdf Format*
- Revision History*
- FAQ*

### Support

DSD provides product support through Sage 100 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is **858-550-5900**. Fax: **858-550-4900**.

For a hard error, where the program displays an error dialog, report:

- Error number.*
- Program name.*
- Line number.*
- Program version.*
- Exact sequence that caused the error, including menus and menu selections.*
- Other pertinent information.*

If leaving a message or faxing, please include:

*Your name.*

*Your phone number (and fax if applicable) and extension.*

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system remotely or by some other to duplicate the system.

### **ARCA Accounts Receivable Chase Bank ACH Features**

Accounts Receivable Chase Bank ACH features:

- Generate an electronic file with Customer Open Invoice Information that can be uploaded to Chase Bank. This report includes the following data:

Customer Number  
Routing Number  
ACH Account Number  
Invoice Number  
Invoice Date  
Invoice Balance

- A Summary Report can be printed or previewed, prior to creation of the file.

## Section B: Getting Started

### CAUTION

• If you reinstall or upgrade one of the Sage 100 modules listed in the following table, you must also reinstall this Enhancement.

• Enhancements from different Sage Developers are generally not designed to work together. If installed together, problems are likely to occur.

- Check with DSD before installing more than one Enhancement.

### Required Levels

Sage 100 Module	Module Required	Required Level
A/R	Y	7.30

### Installation

1. **Back-up:** Exit all Sage 100 sessions. Back-up existing Sage 100 data.
2. **Check Levels:** Sage 100 module levels **must match** those listed above.
3. **Run Enhancement Setup Program:** Save the executable installation program (sent to you or downloaded from our website) in a convenient location on the Sage 100 server. Launch the program from Windows Explorer or by selecting Start/Run, and then browse for the file in the location you saved it. Follow on-screen instructions.
4. **Send your Sage Serial Number to your DSD Representative:** Send your Sage Serial Number to your DSD representative in order for us to send you back the encrypted keys to unlock your system. This serial number can be found in Library Master\Setup\System Configuration, Tab 3. Registration as Serial Number.
5. **Re-Start Sage 100:** Sage 100 will be updated.
6. **Unlock the Enhancement:** DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the **DSD Enhancement License Agreement and Activation** window will appear. Follow the steps shown on that window. *You can click the Help button for more detailed instructions.*

**Note:** On the next page is a screenshot of the DSD Enhancement License Agreement and Activation window.

After accepting the License Agreement, you can then select the type of unlocking that you'd prefer. The choices are File, Web, Demo and Manual Entry.

**File Unlock:** After receiving your encrypted serial number key file from DSD, and placing that file in the MAS90/SOA directory, selecting this option will unlock all products keys contained in the file. This means you can unlock all enhancements at once using this option.

**Web Unlock:** If the system that is running the DSD Enhancement *has web access* and you *have sent DSD your Sage Serial number*, you can unlock the Enhancement without assistance using Web Unlock. When this option is selected, the program will attempt to download encrypted serial number key file from DSD *and then proceed to unlock all enhancements contained in the file*.

- *The Sage 100 system that is being used must have web access for this option to be effective.*
- *You can send your Sage Serial Number to your DSD Enhancements sales representative.*

**Demo Unlock:** If a Demo mode is available for the Enhancement you're running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

- *Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web or email access. Later, you can unlock the product fully, during business hours.*

**Manual Entry Unlock:** If you want to unlock a single enhancement using a single encrypted key, you can select this option and enter the 64 character key you receive from DSD by copy and paste.

**Note:** You can also unlock a DSD Enhancement through the [DSD Enhancement Control Panel](#) found on the Library Master Utilities Menu. Then, select the Enhancement with your mouse from the list of Enhancements and click the **Unlock Product** button on the right side of the window.

- Convert Data:** After unlocking, the DSD Conversion Wizard will appear. Follow on-screen instructions to complete data conversion. *You can exit the conversion program without converting data. The Enhancement will not proceed, however, until data is converted. If you enter an enhanced program and data has not been converted, the conversion program will run again.*

### DSD Enhancement Control Panel

Starting with version 3.61, all DSD Enhancement products include DSD's Enhancement Control Panel. The **DSD Enhancement Control Panel is accessed from the Library Master Utilities menu.**

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a Sage 100 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

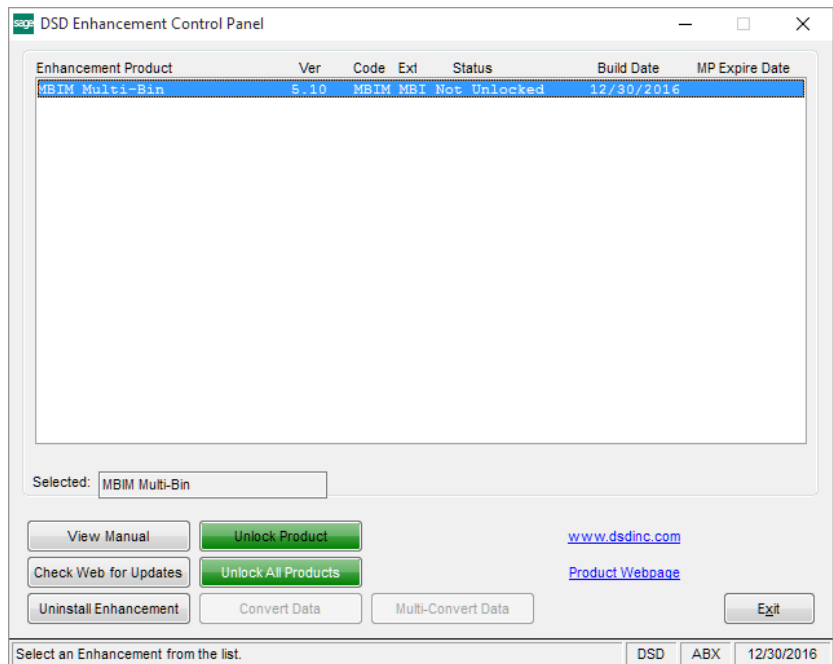
**View Manual:** This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the Sage 100 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the "MAS90/PDF" folder and then displayed.

**Check the Web for Updates:** This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires an internet connection on the Sage 100 system.*

**Unlock Product:** This will cause the DSD Enhancement License Agreement and Activation window to appear. Using this window is described on the previous page. *This button is disabled if the selected Enhancement is already unlocked or if unlocking is not required.*

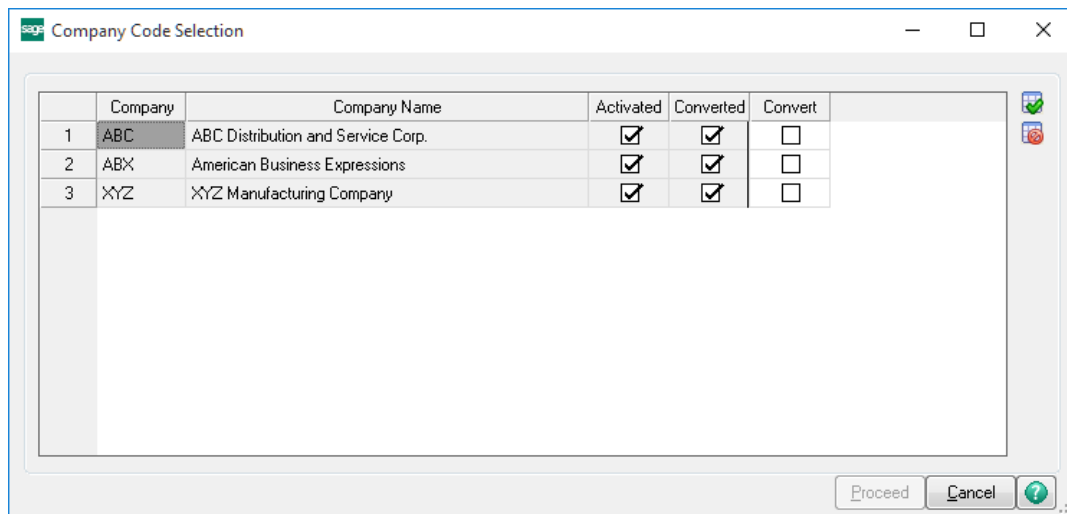
**Unlock All Products:** This will cause the DSD Enhancement All License Agreement and Activation window to appear. This window is similar to the one described on the previous page, but has only web and file as options to unlock. *This button is never disabled.*

**Convert Data:** After verification, the selected Enhancement's data conversion program will run. Data conversion is non-destructive, and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.





**Multi-Convert Data:** Multiple Companies can be converted at the same time for a given Enhancement. (If you have a large number of Companies to convert, please do in batches of 20 or fewer due to memory limitations.)



**Help:** The Help button, located at the bottom right of the window, opens an HTML help file.

**Get Adobe Acrobat:** Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

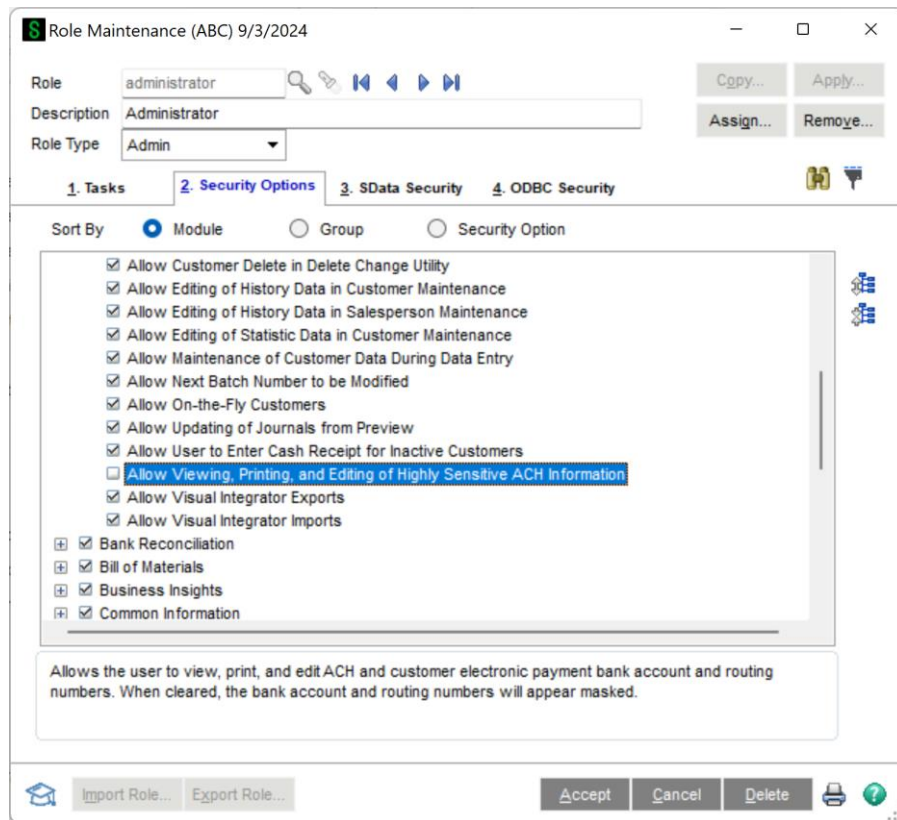
**Uninstall Enhancement** If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system. (for more information see [Uninstall DSD Enhancements](#))

## Section C: Setup

### Role Maintenance / Security Event

A new Security Event has been added to Role Maintenance: **Allow Viewing, Printing, and Editing of Highly Sensitive ACH Information.**

Select this field to enable entry and display of the new Routing Number and Bank Account Number field in Customer Maintenance.



### Customer Maintenance

Two new fields have been added to the Customer Maintenance Main Tab:

**Routing No:** Enter the Bank Routing Number used for ACH for this Customer.

**Bank Account:** Enter the Bank Account Number used for ACH for this Customer.

Customer Maintenance (ABC) 8/28/2024

Customer No. 01-ABF

Name American Business Futures

1. Main 2. Additional 3. Statistics 4. Summary 5. History 6. Invoices 7. Transactions 8. S/Os

Country	USA United States	Residential	<input type="checkbox"/>
Address	2131 N. 14th Street Suite 100 Accounting Department		
ZIP/Postal Code	53205-1204		
City	Milwaukee	State/Province	WI
Telephone	(414) 555-4787	Ext	219 Work
Fax			
E-mail Address	artie@sage.sample.com		
URL Address	www.abf.com		

Terms Code	01 Net 30 Days
Primary Contact	ARTIE JOHN Artie Johnson
Ship Code	UPS BLUE
Primary Ship To	2 American Business Futures

Credit Hold	<input type="checkbox"/>
Credit Limit	120,000.00

Routing No	123123123
Bank Account	4234234234244234

**NOTE:** The user will not be able to view or edit these new fields if the 'Allow Viewing, Printing, and Editing of Highly Sensitive ACH Information' security event is disabled for that user.

## Section D: System Operations

### Using Accounts Receivable Chase Bank ACH Export

The A/R Chase ACH Export is accessible from the Accounts Receivable / Utilities menu.

A/R Chase ACH Export (ABC) 8/28/2024

Chase Export File Directory: C:\TEMP\ChaseACH  
Chase Export File Name: ChaseAR202408

V/I Export File Directory: C:\TEMP\ChaseACH  
V/I Export Header File Name: VI\_ChaseAR202408

Chase Account No: 12398712332  
Deposit Number: 00001  
Entry Description: Chase AR 2024-08

Selections

Select Field	Operand	Value
Customer Number	All	
Sort Field	All	
Invoice Date	All	

Bullzip PDF Printer Keep Window Open After  
Print  Preview

Print Preview Setup

**Chase Export File Directory:** Select the directory for the Chase export file to be exported to. This field will be saved in a setup file, and will default to this setting in future exports.

**Chase Export File Name:** Enter the File name to be created for the Chase export file. It is recommended that the file name have a .CSV extension.

**V/I Export File Directory:** Select the directory for the Visual Integrator file to be exported to. This field will be saved in a setup file, and will default to this setting in future exports.

**V/I Export File Name:** Enter the Visual Integrator File name to be created. It is recommended that the file name have a .CSV extension.

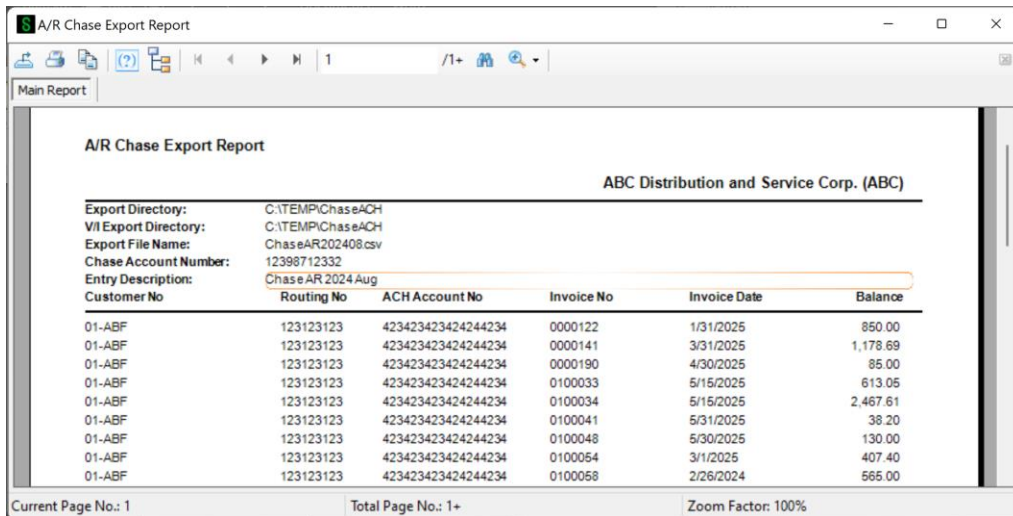
**Chase Account No:** Enter the Chase Account Number assigned to the Company. This field will be saved in a setup file, and will default to this setting in future exports.

**Deposit Number:** Enter the Deposit Number to be used in the V/I Export File.

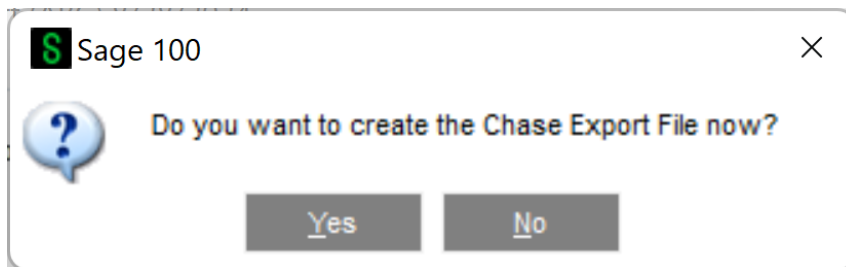
**Entry Description:** Enter the Entry Description to be used on the Report/Export.

**Report and Export**

After entering the data, select the Print or Preview button to generate the Summary Report:



After closing the Summary Report, the user will be prompted:



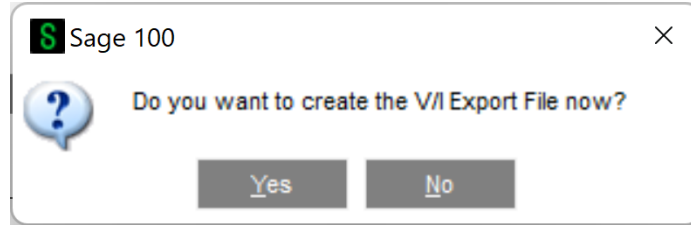
Select **Yes** to create the export file.  
 Select **No** to exit.

Below is a sample export file. This CSV file can be uploaded to the Chase Bank.

Indicator	File ID (Modifier)	File creation date	File creation time	Total txn	Total ACH credit amount	Total ACH debit amount	Batch Count			
1	1	240828	1224	62	0		69103112	1		
Indicator	Service class code	Chase Acct	SEC Code	Entry description	Delivery by date	Batch credit amount	Batch debit amount	Batch number	Trxn in Batch	
5	220	12398712332	CCD	Chase AR 2024 Aug	240830	0	69103112	100	62	
Indicator	Trxn Code	Routing Num	Acct number	Trxn amount	ID Number	Payee name	Trxn ID	Addenda		
6	27	123123123	423423423424244234	85000	01-ABF	American Business Futures		10001 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	117869	01-ABF	American Business Futures		10002 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	8500	01-ABF	American Business Futures		10003 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	61305	01-ABF	American Business Futures		10004 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	246761	01-ABF	American Business Futures		10005 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	3820	01-ABF	American Business Futures		10006 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	13000	01-ABF	American Business Futures		10007 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	40740	01-ABF	American Business Futures		10008 Chase AR 2024 Aug		
6	27	123123123	423423423424244234	56500	01-ABF	American Business Futures		10009 Chase AR 2024 Aug		

**Visual Integrator Export**

After completing the Chase export, the user will be prompted to generate the Visual Integrator Export File.



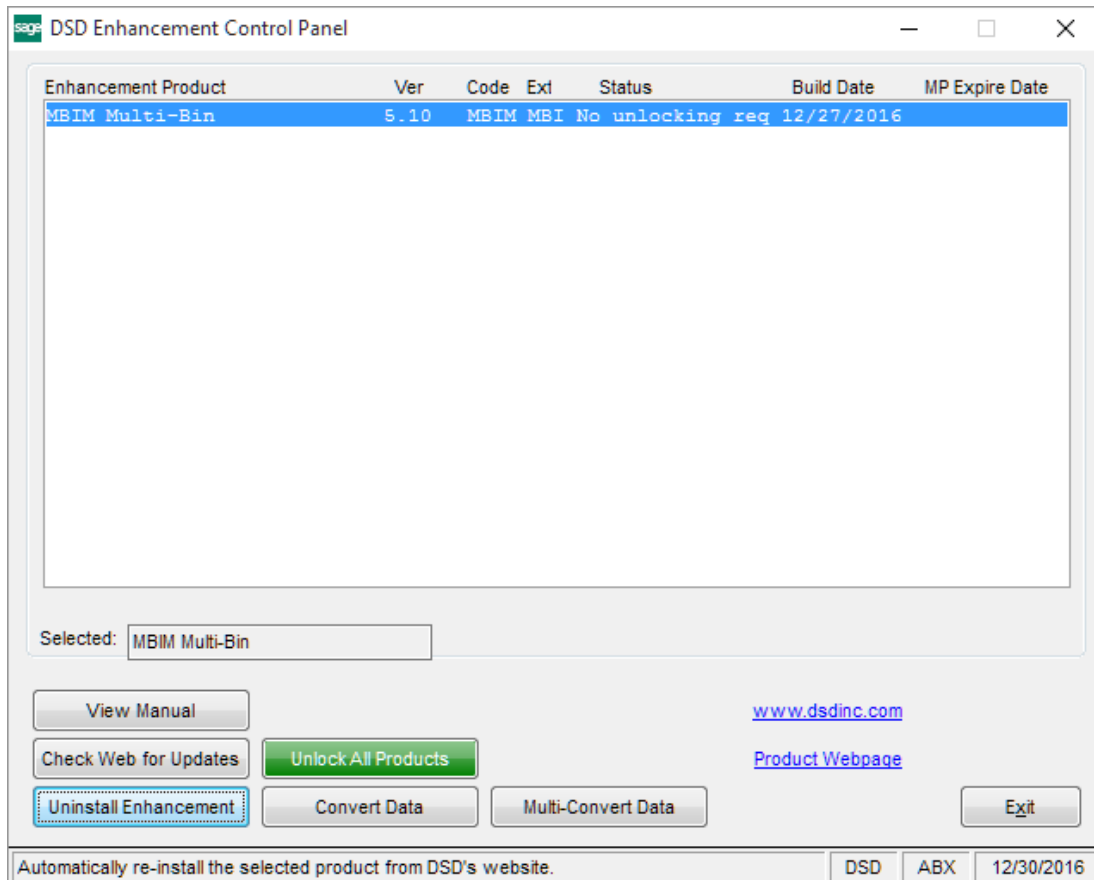
The export file will have the following columns:

- (a) Field 1: Deposit Number – Set to Deposit Number entered on Selection Tab.
- (b) Field 2: A/R Division
- (c) Field 3: Customer Number
- (d) Field 4: Deposit Type – set to “C”
- (e) Field 5: Check Number – set to “ACH” + Current Date in MMDDYY format
- (f) Field 6: <null>
- (g) Field 7: Invoice Number
- (h) Field 8: Invoice Balance

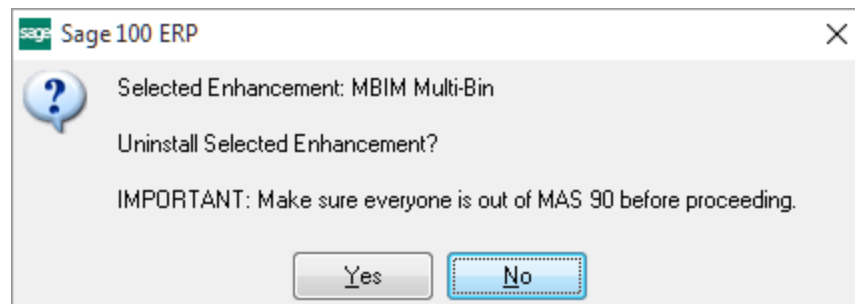
	A	B	C	D	E	F	G	H
1	00001	01	ABF	C	ACH082824		0000122	850
2	00001	01	ABF	C	ACH082824		0000141	1,178.69
3	00001	01	ABF	C	ACH082824		0000190	85
4	00001	01	ABF	C	ACH082824		0100033	613.05
5	00001	01	ABF	C	ACH082824		0100034	2,467.61
6	00001	01	ABF	C	ACH082824		0100041	38.2
7	00001	01	ABF	C	ACH082824		0100048	130
8	00001	01	ABF	C	ACH082824		0100054	407.4
9	00001	01	ABF	C	ACH082824		0100058	565
10	00001	01	AVNET	C	ACH082824		0000142	1,751.00
11	00001	01	AVNET	C	ACH082824		0000170	4,041.00

## Section E: Uninstall DSD Enhancements

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your Sage 100 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.

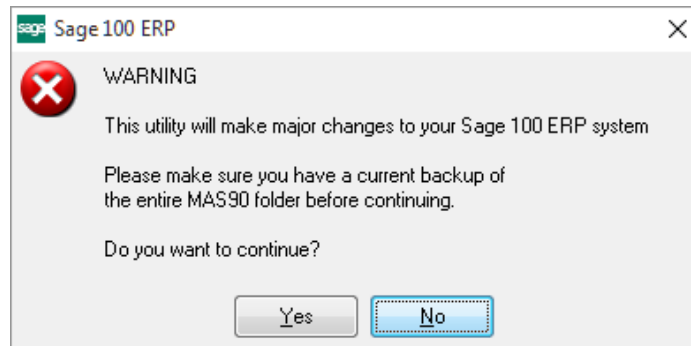


When accessing the **DSD Enhancement Control**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:



Select **No** to exit the Uninstall Process.  
 Select **Yes** to continue with the Uninstall Process.

The following message box will appear, to remind you that a complete backup of your entire Sage 100 system should be completed prior to uninstalling a DSD product.



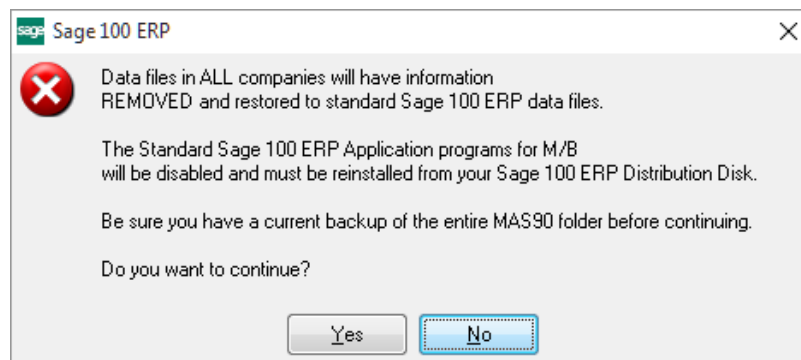
Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

**After the Uninstall of the DSD Enhancement, you MUST reinstall certain standard Sage 100 modules, followed by reinstallation of Product Updates and Hot Fixes, if applicable.**

A message box will appear, and will display which of those specific Sage 100 modules you must reinstall afterwards.

Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

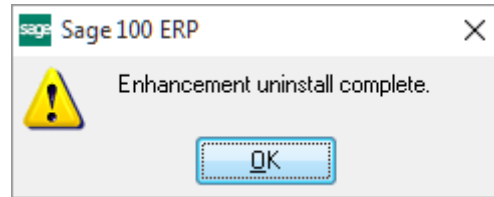
The following message box will appear, displaying the final warning message.



Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process. At this point, the DSD Enhancement will be removed from the Sage 100 system.

After completion of the Uninstall, the following message box will appear. Select OK to continue.





Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard Sage 100 modules
- Reinstall the latest Sage 100 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard Sage 100 module(s).