



PaXcel 2007

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PaXcel 2007

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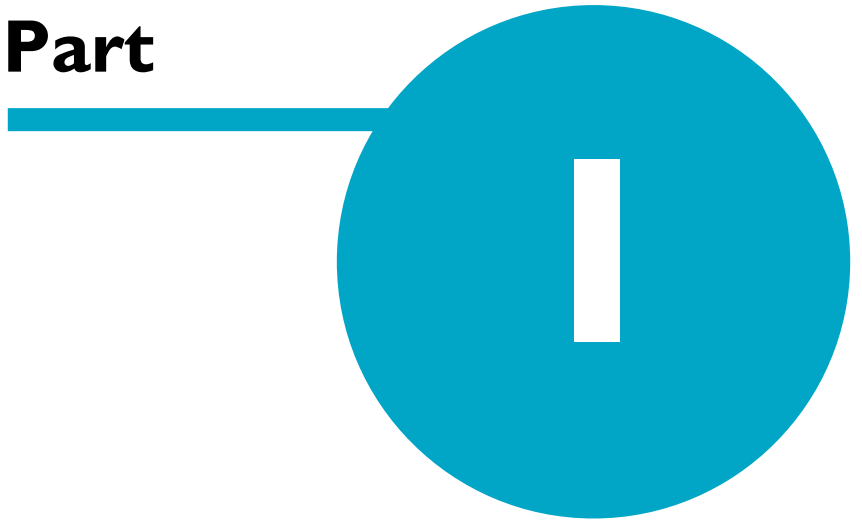
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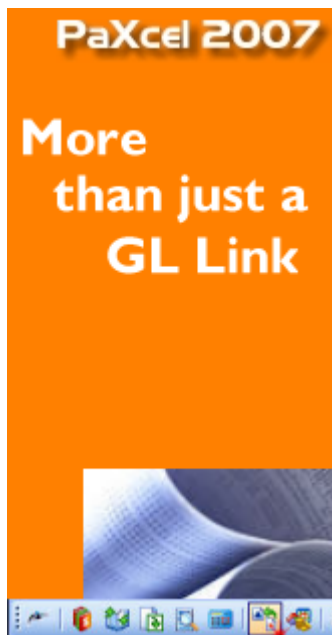
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Part



I PaXcel 2007



Welcome to PaXcel 2007

The latest version of PaXcel 2007 brings you 34 new functions that give access to General Ledger, Sales Ledger, Purchase Ledger and Inventory balances.

PaXcel 2007 also comes with the ability to view master account details and transactions that make up the selected balance.

For more details visit:

www.pdispirit.com or www.pdispirit.co.za

For help on the individual functions select a link below:

- | | |
|--|--|
|  GL Functions |  General Functions |
|  Customer Functions |  Supplier Functions |
|  Inventory Functions |  Sales Analysis Functions |
|  Cost Code Functions |  Unposted Documents |

I.1 What is PaXcel

PaXcel is an Excel add-in that allows you to create spreadsheets that dynamically link to your Pastel Partner.

There is no ODBC set-up or knowledge of master tables required. Just use the functions defined within PaXcel and your Excel knowledge to create the Income Statements, Balance Sheets, Forecasts, Customer Balances, Supplier Balances, Inventory Stock or Age Analysis reports the way you want them.

Because you have created your spreadsheet in Excel and used PaXcel functions you can create a spreadsheet that can be used across different companies or simply change a header to recalculate for a different period or account.

1.2 Requirements

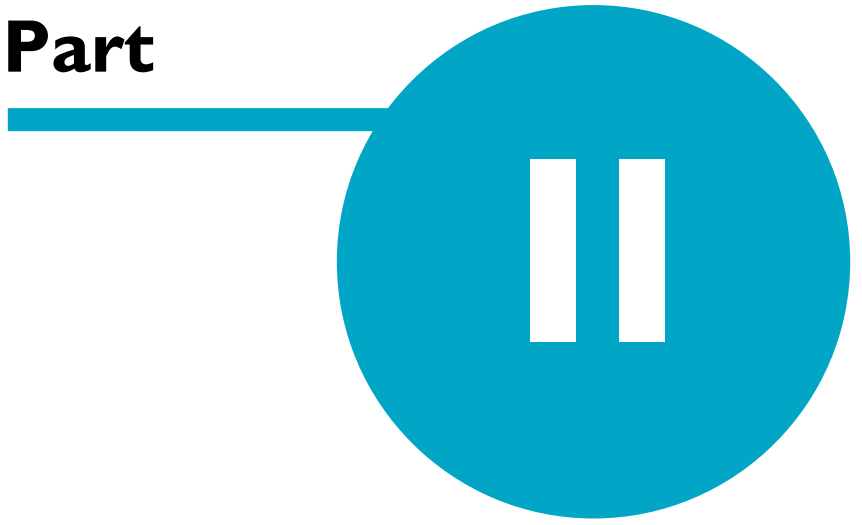
PaXcel works with Pastel v5.2, Pastel v6.x, Pastel Partner 2004, Pastel Partner 2007 and Pastel Xpress.

The add-in requires Excel 2000 or higher

You must have a valid Pervasive license to access the pastel data

For the full system requirements see your Pastel and Excel manuals

Part



2 Installation

2.1 Installing PaXcel

If your CD doesn't start automatically select the Windows **Start** button and the **Run** option. In the dialog box enter:

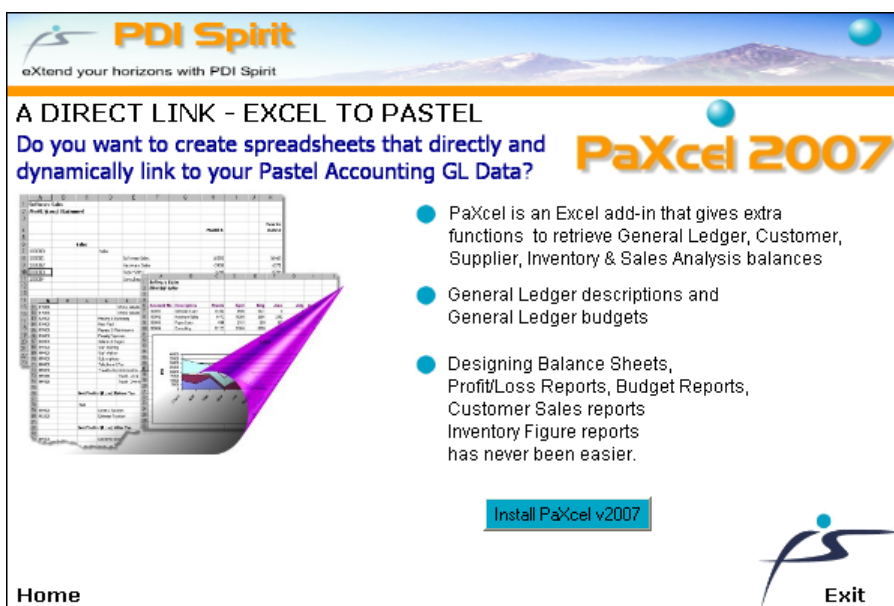
d:\Autorun.exe

(Where D: is your CD-ROM Drive)

You will then see a screen similar to the one below:



Select the **PaXcel for Pastel** option to display the PaXcel install screen:

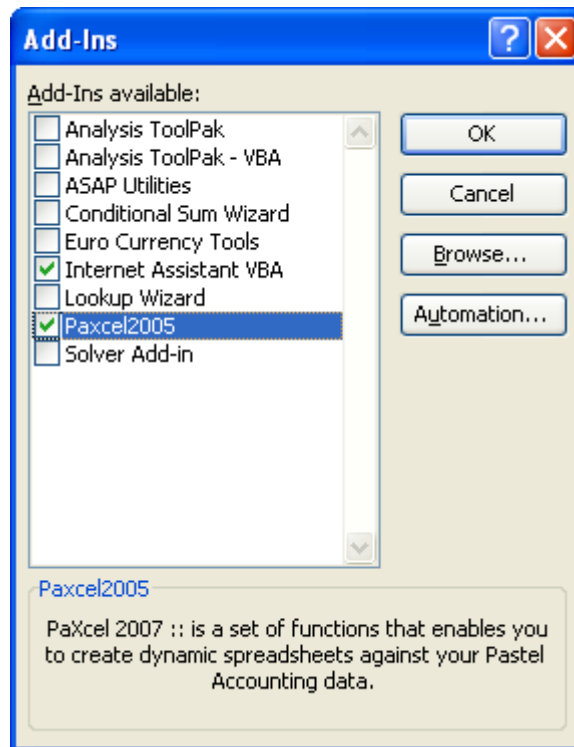


Select the **[Install PaXcel v2007]** to start the installation. Follow the on-screen instructions to complete the installation.

2.2 Setting up Excel

Once the installation is complete run Microsoft Excel 2003 or prior and select a new worksheet.

From the **Tools** menu select the **Add-ins...** option to display the Excel Add-ins dialog box.



Press the **Browse...** button and use the dialog box to locate the PaXcelxx.xla add-in (where **xx** is the version of PaXcel you have installed). The installation will have installed this to the user Microsoft Add-in directory at the time of install.

Ensure that a check mark is located by the side of the PaXcel version installed and press **OK** to confirm and to close the dialog box.

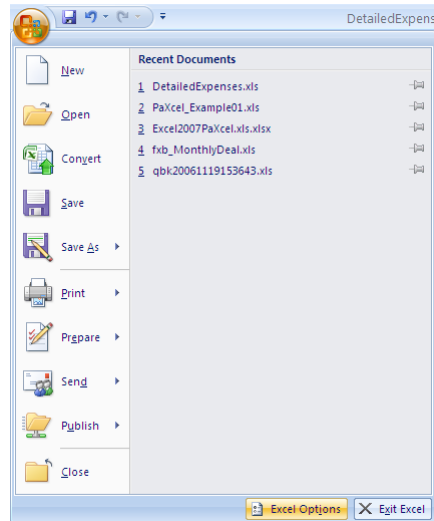
If the PaXcel 2007 toolbar is not visible, you can use the **View|Toolbar** and ensure that a tick is beside the PaXcel 2007 menu.

If you are using **Excel 2007** the add-in will have been added during the PaXcel installation. If you do not have access to the PaXcel functions then please check the **Excel 2007** menu for details on adding a new add-in.

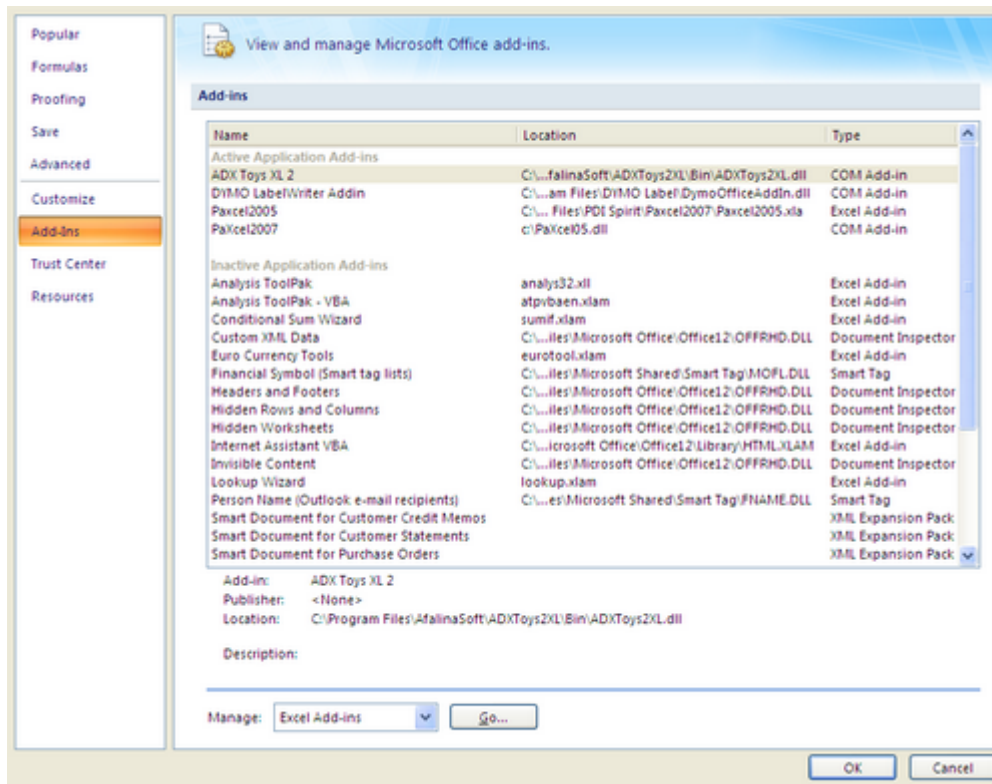
2.2.1 Excel 2007

Office 2007

Checking that the PaXcel modules are loaded can be achieved via the Excel Options button. Press the **Office Button** and then select the **Excel Options** button as shown below.



This will display the **Excel Options** screen as shown below. Select the **Add-ins** options to view all the Active and In-Active applications. To manage the PaXcel Excel Add-in (which will be displayed as Paxcel2005), set the **Manage** option box to **Excel Add-ins** and press the **Go** button to display the standard Add-in manager screen, as discussed earlier. To manage the Com-Add (which controls the toolbar and functions) set the **Manage** option to **COM Add-ins** and press the **Go** button.



Managing the Add-in and COM Add-ins only needs to be done if you wish to add the add-ins manually or remove them from your system.

2.3 Registering PaXcel

Until you register PaXcel you will be given a 30 day trial version. To continue using PaXcel beyond this point you must purchase a valid authorisation code.

PaXcel 2005

Machine ID:
Serial No:

Registered Name:

Authorisation Code:

Alternative Code:

Licensed for use with:

Pastel Partner v5.2	✓	Pastel Partner 2004	✓
Pastel Partner v6	✓	Pastel Partner 2005	✓
Pastel Xpress	✗		

© 2000-2005 PDI Spirit
All rights reserved
Version: Paxcel 2005 - bld 3

Click on the register button to register or locate your local PDI Spirit Dealer

Warning: This computer program is protected by copyright law and international treaties. Unauthorised reproduction or distribution of this program , or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.

Authorised Version of PaXcel
Valid until 28/02/2005

If you fail to register the product, all formulas will return a zero value or text indicating that your license period has expired.

A valid authorisation code will be supplied on receipt of full payment and information shown on the registration screen. Authorisation codes are only available through a valid PDI Spirit dealer or distributor.

Machine ID: This is a unique identifier to your workstation

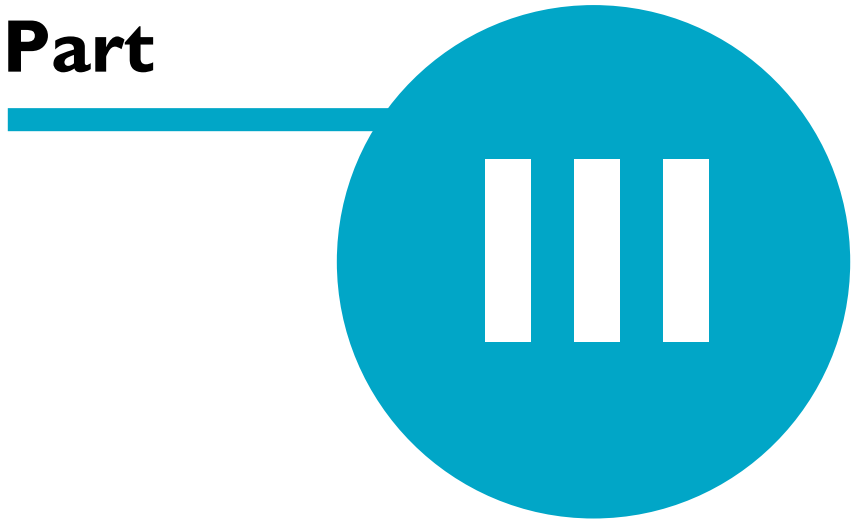
Serial No: This is a unique serial number for your current installation

Registered Name: This should be the company or organisation that PaXcel is to be registered to

Authorisation Code: This code will be supplied to you on completion of the registration process

Alternative Code: If you are using a flash drive on your workstation the machine ID will change whether the drive is plugged in or not. If you do have a flash drive you must inform PDI Spirit at the time of registration and supply both Machine ID's (with and without the flash drive installed). The serial number will remain the same and you can not register two different machine Id's and two different serial numbers as one registration.

Part



3 PaXcel 2007 - functions

3.1 GL Functions

The following list details the functions used to retrieve General Ledger Balances from Pastel Data.

CatTitle(Company, Financial / Report Category, Report or Financial)

Returns the description of the given financial or report writer category

CBBalance(Company, Account, Period, ValueType)

Will return the cash book balance for the specified Bank Account (home or foreign currency)

GLBalance(Company, Account, Period)

Will return the balance for the given account and period

GLBudget(Company, Account, Period, BudgetType)

Will return the budget for the given account and period

GLDetails(Company, Account, FieldToReturn)

Returns master field value for the given account

GLFin(Company, FinancialCategory, FromPeriod, ToPeriod, ThisYear)

Will return the balance for the given financial category between the given period range

GLJobCost(Company, Account, CostCode, Period)

Returns the balance for transactions flagged with the specified cost code and posted to the indicated account

GLRep(Company, ReportCategory, FromPeriod, ToPeriod, ThisYear)

Will return the balance for the given report writer category between the given period range

3.1.1 CatTitle()

CatTitle(Company, Financial / Report Category, Report or Financial)

This function can be used in conjunction with GLFIN and GLREP to return the narrative for a particular code.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Code: The code you wish to return the description for.

Category Type: Either **F** for **Financial Category** or **R** for **Report Writer**

Examples:

Return the financial category description for I10 - Sales

CatTitle (C1, "I10", "F")

Return the report writer category description for the report writer code 10

CatTitle(C1, "10", "R")

(C1 points to a cell holding the company data directory)

3.1.2 CBBalance()

CBBalance(Company, Account, Period, ValueType)

This function will retrieve the Cashbook value in currency (if a currency Cashbook)

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: The GL Account number of the cashbook. You can only enter a single account number.

Period: The period to calculate the figures for. The keywords found in GLBALANCE can also be used here.

ValueType: Enter "H" for home, anything else for currency value.

Examples:

Return the cashbook balance for account 8400/000 from Pastel for period 1 then the formula would be:

```
CBBalance("c:\pastel07\_demo", "8400000", "Month 1", "H")
```

The "H" indicates to retrieve the home currency value, which is the same as using the GLBalance function.

If we change this to "F" we will get the foreign currency value. If the amount returned is zero then it is a home currency cash book.

```
CBBalance("c:\pastel07\_demo", "8400000", "Month 1", "F")
```

3.1.3 GLBalance()

GLBalance(Company, Account, Period)

This function will return the required balances, figures from your general/nominal ledger accounts.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account No: This is the Pastel GL account number that you wish to retrieve information for; for example this could be account no 1000000 which is the Sales account (with Pastels demo data). The account number can also be a range of accounts, for example:

1000010, 1000020 This would return the balance for accounts 1000/010 and 1000/020.

1000001..1000999 This would return all the balances for all accounts between and including 1000/001 and 1000/999.

Warning: *When using this type of range and sub accounts you must ensure that you do not include the main account, as the main account holds the total balance of all the sub-accounts below it.*

When using a range of accounts such as 1000001..1000999 PaXcel will need to check each account for each balance, in the above case this will be 999 times, if you were to try a large range of say 1000001..9999999 it could potentially try 1 million times.

The period can be one of the following keywords to retrieve the required balance: (x represents a period number from 1 – 13).

Month x – Will retrieve the figures for the account and period specified. If the account is for a balance sheet it will give you the total balance up to and including that period. If you require the movement for that period you should use the Net Change option.

Last Year Month x – This is the same as Month x but will retrieve the balance for the Last Year of the period specified.

Year to Date x – This will return the cumulative balance for the account up to and including the period specified.

Last Year to Date x – This will return the cumulative balance for the account up to and including the period specified for the Last fiscal year.

Net Change x – This will give you the movement for the period specified.

Last Year Net Change x – This will give you the movement for the period specified for the last fiscal year.

This Month – This will return the balance of the account based on Pastels

current period.

This Month Last Year – This will return the balance of the account based on Pastel's Current period for the last fiscal year.

Year To Date – This will return the total of the account specified up to and including the current period.

Last Year to Date – This will return the total of the account specified up to and including the current period for the last fiscal year.

Examples:

In the following examples we have entered the company path in cell C1 and the account number in cell A9. We could also enter the periods as cell headings.

In full without cell referencing it would be:

```
GLBalance("C:\pastel04_demo", "1000000", "Month 1")
```

In future examples we will use the cell referencing method.

```
GLBalance(C1, A9, "Month 1")
```

```
GLBalance(C1, A9, "Last Year Month 1")
```

```
GLBalance(C1, A9, "Year to Date 2")
```

```
GLBalance(C1, A9, "Last year to Date 2")
```

```
GLBalance(C1, A9, "Net Change 2")
```

```
GLBalance(C1, A9, "Last Year Net Change 2")
```

```
GLBalance(C1, A9, "This Month")
```

```
GLBalance(C1, A9, "This Month Last Year")
```

```
GLBalance(C1, A9, "Year to Date")
```

```
GLBalance(C1, A9, "Last Year to Date")
```

Multiple accounts

```
GLBalance(C1, "1000010, 1000020, 1000030", "Month 1")
```

```
GLBalance(C1, "2000001..2000999", "Month 1")
```

Keywords can be entered in upper or lower case.

3.1.4 GLBudget()

GLBudget(Company, Account, Period, BudgetType)

This function will retrieve the budget for the company, account, period and budget set required.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Account No: This is the Pastel GL account number that you wish to retrieve information for; for example this could be account no 1000000 which is the Sales account. It can also be a range of accounts as with GLBALANCE.

Period: This is either a number from 1 – 13 **or** a keyword combination for Year to Date
Year to Date x
Last Year to Date x
Future Year to Date x
(where x is the period).

Budget Set: Can be one of the following:

C – Current year budget
L – Last year budget
F – Future year budget

NB: If the Period keyword is of type "Year to Date" and your Budget Set code entered doesn't match the keyword type it will be altered. For example, if you request to display your 'Future' budget set and enter a period keyword of 'Year to Date x' instead of 'Future Year to Date x' then PaXcel will recognise this and internally change the keyword to 'Future Year to Date x'. This will ensure that the expected figures are returned.

Examples:

Return the budget for period 1 current year.

GLBudget(C1, A9, "1", "C")

Return the budget for period 1 last year.

GLBudget(C1, A9, "1", "L")

Return the budget for period 1 future year.

GLBudget(C1, A9, "1", "F")

Returns the Year to Date budget figure up to and including period 2

GLBudget(C1,A9, "Year to Date 2", "C")

Returns the Future Year to date budget figure up to and including period 2

GLBudget(C1, A9, "Future Year to Date 2", "F")

3.1.5 GLDetails()

GLDetails(Company, Account, FieldToReturn)

This function will allow you to return some information about the GL account itself.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:

c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account No: This is the Pastel GL account number that you wish to retrieve information for; for example this could be account no 1000000 which is the Sales account.

FieldToReturn: This can be one of the following keywords.

Value to Return	Keyword
Financial Category	FinCat
Description	Descr
Report Category	RepCat
External Code	External

Examples:

Return the description for the account contained in cell A9.

GLDetails(C1, A9, "Descr")

Return the external code for this account.

GLDetails(C1, A9, "External")

3.1.6 GLFin()

GLFin(Company, FinancialCategory, FromPeriod, ToPeriod, ThisYear)

This function will return the balances using Pastel's Financial Category.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

FinancialCategory: This is the financial category code as stored by Pastel

Code	Description	Code	Description
B05	Unallocated Balance Sheet	B60	Bank
B10	Share Capital	B65	Other current assets
B15	Retained Income	B70	Accounts payable
B20	Shareholder's loans	B75	Taxation
B25	Long term borrowings	B80	Other current liabilities
B30	Other long term liabilities	I05	Unallocated Income Statement
B35	Fixed assets	I10	Sales
B40	Investments	I15	Cost of Sales
B45	Other fixed assets	I20	Other Income
B50	Inventory	I25	Expenses
B55	Accounts receivable	I30	Tax
		I35	Dividends

FromPeriod: This specifies the starting period of the period range. If you enter this as zero, then, for balance sheet categories, Pastel includes last year's balances. If you enter this as any other period number, Pastel will sum each period's values without taking last year's totals into account. For last year's balance sheet financial categories, or for income statement financial categories, entering zero here has the same affect as entering a value of one.

ToPeriod: This specifies the last period in the period range, and can be any value between one and the number of periods in the financial year.

YearNo: Enter 1 for this year's figure. Enter 0 for last year's figure.

Examples:

Return the total of fixed assets for this year period 1 to 12 only.

GLFin(C1, "B35", 1, 12, 1)

Return the total of fixed assets including last year.

GLFin(C1, "B35", 1, 12, 0)

Return the total sales for periods 1 to 2 for last year.

GLFin(C1, "I10", 1, 2, 0)

3.1.7 GLRep()

GLRep(Company, ReportCategory, FromPeriod, ToPeriod, ThisYear)

This function will return the balances using Pastel's Report Writer Category.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

RepCat: This is the category code as defined by you within Pastel Partner; it can be from 1 to 99.

FromPeriod: This specifies the starting period of the period range. If you enter this as zero, then, for balance sheet categories, Pastel includes last year's balances. If you enter this as any other period number, Pastel will sum each period's values without taking last year's totals into account. For last year's balance sheet financial categories, or for income statement financial categories, entering zero here has the same effect as entering a value of one.

ToPeriod: This specifies the last period in the period range, and can be any value between one and the number of periods in the financial year.

YearNo: Enter 1 for this year's figure; enter 0 for last year's figure.

Examples:

Return the total for report writer category 1 for periods 1 to 2 this year

GLRep (C1, "1", 1, 2, 1)

Return the total for report writer category 15 for periods 4 to 6 for last year

GLRep (C1, "15", 4, 6, 0)

3.2 General Functions

CompanyDetails(Company, FieldToReturn)

Returns the master field for the given company

GetExchangeRate(Company, CurrencyCode, Period, ThisYear)

Returns the exchange rate for the given currency and period (this year or last)

GetExchName(Company, CurrencyCode)

Returns the exchange rate name for the given currency

JCDetail(Company, CostCode, FieldToReturn)

Returns the master field information for the given cost code

3.2.1 CompanyDetails()

CompanyDetails(Company, FieldToReturn)

This function will return your company details from Pastel.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

FieldToReturn: This should be one of the following keywords:

Returns	Keyword
Company Name	Name
Company Address 1	Addr1
Company Address 2	Addr2
Company Address 3	Addr3
Company Address 4	Addr4
Company Address 5	Addr5
Company Info 1	Info1
Company Info 2	Info2
Company Info 3	Info3
Company Info 4	Info4
Company Info 5	Info5
Current Period	Period
Last P&L	PL

The company information can be found in Pastel under **Setup|Company Parameters**

Examples:

The path can be a reference to an Excel cell for example:

CompanyDetails(A1, "Name")

Retrieves the company path from cell A1 and returns the company name from Pastel

CompanyDetails(A1, "Info1")

Retrieves the company information line 1

3.2.2 GetExchName()

GetExchName(Company, CurrencyCode)

This function will return the currency title for currency code supplied

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example:
c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

CurrencyCode: This is the currency code number used with Pastel and will be between 1 & 30. See **Setup|Company Parameters** or **Edit|Exchange Rates**

Examples:

Return the currency title for currency code 1

GetExchName(C1, 1)

Return the currency title for currency code 2

GetExchName(C1, 2)

3.2.3 GetExchangeRate()

GetExchangeRate(Company, CurrencyCode, Period, ThisYear)

This function will return the exchange rate for the company, currency, period and year entered.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

CurrencyCode: This is the currency code number used within Pastel and will be between 1 & 30. See **Setup|Company Parameters** or **Edit|Exchange Rates**

Period: The fiscal period you wish to return the exchange rate for, a period 1 - 13 is valid

Year: To return this years exchange rate enter **0**, otherwise enter 1 for Last Year

Examples:

Return the Exchange Rate for currency code 1, this year period 2

GetExchangeRate(C1, 1, 2, 0)

Return the Exchange Rate for currency code 2, this year period 3

GetExchangeRate(C1, 2, 3, 0)

Return the Exchange Rate for currency code 3, last year period 3

GetExchangeRate(C1, 3, 3, 1)

3.3 Customer Functions

Functions used to return balances and information from customer accounts

SLDetail(Company, Account, FieldToReturn)

Will return master field for the given customer

SLBalance(Company, Account, Period, ReturnForeignBalance)

Will return the customer outstanding balance for the given period

SLSales(Company, Account, Period)

Will return the sales value for the given period and customer

SLCatBalance(Company, CustomerCategory, Period, ReturnForexValue)

Will return the outstanding balance for the customer category specified

SLCatSales(Company, CustomerCategory, Period)

Will return the sales for the given customer category

SLCatTitle(Company, CustomerCategory)

Will return the Category title for the specified customer category

SLAge(Company, Account, Period, AgeAsAtDate)

Will return the customer ageing for the specified period

SLItem(Company, Account, ItemCode, Store, Period)

Will return the customer sales by product code and store (if applicable) for a given period

3.3.1 SLDetail()

SLDetail(Company, Account, FieldToReturn)

This function will return required field from the selected customer account.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example:
c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company

Account: The customer account number to return the field value for

FieldToReturn: This must be one of the following keywords

Field to return	Keyword
Customer Name	Name
Debtor Category	Category
Address 1	Address1
Address 2	Address2
Address 3	Address3
Address 4	Address4
Address 5	Address5
Vat Reference	VatRef
Discount	Discount
Last Credit	LastCredit
Last Amount	LastAmount
Blocked	Blocked
Open Item	OpenItem
EU Country Code	CountryCode
Currency Code	Currency
Credit Limit	Credit
Price List	PriceList
Price List Name	PriceName
User Defined 1	User1
User Defined 2	User2
User Defined 3	User3
User Defined 4	User4
User Defined 5	User5
Freight Method	Freight
Ship	Ship
Loyalty Programme	LProg
Loyalty Card	LCard
Cash Account	CashAccount
Delivery Address 1	DelAddr1
Delivery Address 2	DelAddr2
Delivery Address 3	DelAddr3
Delivery Address 4	DelAddr4
Delivery Address 5	DelAddr5
Salesman code	Salesman
Salesman name	SalesmanName
Contact name	Contact
Telephone	Telephone
Cell phone	Cellphone
Fax Number	Fax
Email Address	Email
Monthly Terms	MonthTerms
Payment Terms	Terms

Examples:

To return the customer name

```
SLDetails( "c:\pastel07_demo", "ACK001", "Name" )
```

To return the Customer main telephone number

```
SLDetails( "c:\pastel07_demo", "ACK001", "Telephone" )
```

3.3.2 SLBalance()

SLBalance(Company, Account, Period, ReturnForeignBalance)

This function will return the outstanding balance or movement for the selected account and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: This should be the customer account number. Multiple accounts can be specified in the format ABC001, ABC002, ABC003.

Period: This is a predefined keyword that represents the period to return the balance for. **x** - can be a period number from 1 to 13.

Month x - will return the current outstanding balance as at month specified

Last Year x - will return the outstanding balance as at the Last Year period specified

Net Month x - will return the net change in the balance outstanding for the period specified

Net Last Year x - will return the net change in the balance outstanding for the period last year

Year to Date x - will return the outstanding balance for the year to date up to the period specified

Last Year to Date x - will return the outstanding balance for last year to date up to the period specified

Year to Date x and Month x are interchangeable as both will return the outstanding balance up to the period specified

ReturnForeignBalance: If you set this to **1** the value returned will be the outstanding balance in foreign currency, anything else and the home currency balance will be returned.

Examples:

The following will return the outstanding balance as at Month 1 in home currency

```
SLBalance( "c:\pastel07_demo", "ACK001", "Month 1", 0 )
```

The following will return the outstanding balance as at Month 1 last year in home currency

```
SLBalance( "c:\pastel07_demo", "ACK001", "Month 1", 0 )
```

The following will return the outstanding balance as at Month 1 for accounts ACK001 and AGC001

SLBalance("c:\pastel07_demo", "ACK001, AGC001", "Month 1", 0)

3.3.3 SLSales()

SLSales(Company, Account, Period)

This function will return the sales for the given account and period.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: This should be the customer account number. Multiple accounts can be specified in the format ABC001, ABC002, ABC003

Period: This should be the period that you wish to return sales for. The period can be one of the following keywords. **x** - can be a period from 1 to 13.

Year to Date x - Sales for the year up to and including the period specified

Last Year to Date x - Sales for the last year up to and including the period specified

Month x - Sales for the period specified

Last Year x - Sales for the period of the last year specified

Examples:

The following will return the total sales for this year

SLSales("c:\pastel07_demo", "ACK001", "Year To Date 12")

The following will return the total sales for last year

SLSales("c:\pastel07_demo", "ACK001", "Last Year To Date 12")

The following will return the sales for Month 1 only

SLSales("c:\pastel07_demo", "ACK001", "Month 1")

3.3.4 SLCatBalance()

SLCatBalance(Company, CustomerCategory, Period, ReturnForexValue)

This function will return the balance outstanding for the customer category specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

CustomerCategory: A customer category that exists within Pastel and that has been assigned to at least one customer account. Only single categories can be supplied in this function.

Period: This is a predefined keyword that represents the period to return the balance for. **x** - can be a period from 1 to 13.

Month x - will return the current outstanding balance as at month specified

Last Year x - will return the outstanding balance as at the Last Year period specified

Net Month x - will return the net change in the balance outstanding for the period specified

Net Last Year x - will return the net change in the balance outstanding for the period last year

Year to Date x - will return the outstanding balance for the year to date up to the period specified

Last Year to Date x - will return the outstanding for last year to date up to the period specified

Year to Date x and Month x are interchangeable as both will return the outstanding balance

ReturnForexValue: If you set this to **1** the value returned will be the outstanding balance in foreign currency, anything else and the home currency balance will be returned.

Examples:

The following will return the outstanding balance for all customers that have a category assigned on 1 = End User

```
SLCatBalance( "c:\pastel07\_demo", 1, "Month 1", 0 )
```

The following will return the outstanding balance for Dealers (customer category 2) for the Last Year period 12

```
SLCatBalance("c:\pastel07\_demo", 2, "Last Year 12", 0 )
```

Warning: If you intend to use the *ReturnForexValue* field you must ensure that all customers within the chosen category use the same currency. Otherwise the return value will not be of use.

3.3.5 SLCatSales()

SLCatSales(Company, CustomerCategory, Period)

This formula will return the total sales for the supplied customer category and period.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: `c:\pastel07_demo` would enable you to retrieve information from the Pastel Partner demo company.

CustomerCategory: A customer category that exists within Pastel and that has been assigned to at least one customer account. Only single categories can be supplied in this function.

Period: This should be the period that you wish to return sales for. The period can be one of the following keywords. **x** - can be a period from 1 to 13.

Year to Date x - Sales for the year up to and including the period specified

Last Year to Date x - Sales for last year up to and including the period specified

Month x - Sales for period specified

Last Year x - Sales for the period last year specified

Examples:

The following will return the total sales this year for End User customer category 1

```
SLCatSales( "c:\pastel07_demo", 1, "Year to Date 12" )
```

The following will return the total sales for last year for the End User customer category 1

```
SLCatSales( "c:\pastel07_demo", 1, "Last year to Date 12" )
```

3.3.6 SLCatTitle()

SLCatTitle(Company, CustomerCategory)

This function will return the title for the customer category supplied.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

CustomerCategory: This should be a customer category that exists within Pastel

Examples:

The following will return the title/name of customer category 1 (End User)

```
SLCatTitle( "c:\pastel07_demo", 1 )
```

The following will return the title/name of customer category 2 (Dealer)

```
SLCatTitle( "c:\pastel07_demo", 2 )
```

3.3.7 SLAge()

SLAge(Company, Account, Period, AgeAsAtDate)

This function will return the Age balance for the given period based on the ageing date supplied.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Account: A valid customer account must be supplied. Multiple accounts can be supplied in the format ABC001, ABC002, ABC003.

Period: The period must be a number between **0 and 5** the value returned will depend on this and the date supplied.

0 - The due date of the invoice is past the current age as at date

1 - The due date of the invoice is greater than ageing period 1 but less than period 2

2 - The due date of the invoice is greater than ageing period 2 but less than period 3

3 - The due date of the invoice is greater than ageing period 3 but less than period 4

4 - The due date of the invoice is greater than ageing period 4 but less than period 5

5 - The due date is greater than ageing period 5

AgeAsAtDate: Should be a valid date used to calculate the days overdue of the invoice. The format of this date must be the same as your Windows regional settings.

Examples:

Based on the ageing periods **0, 30, 60, 90 and 120** days

The following will display the balance outstanding that are not yet due for payment.

```
SLAge( "c:\pastel07\demo", "ACK001", 0, "31/05/2007" )
```

The following will display the balance that is between 0 and 29 days overdue

```
SLAge( "c:\pastel07\demo", "ACK001", 1, "31/05/2007" )
```

The following will display the balance due between 30 and 59 days overdue

```
SLAge( "c:\pastel07\demo", "ACK001", 2, "31/05/2007" )
```

The following will display the balance due between 60 and 89 days overdue

```
SLAge( "c:\pastel07\demo", "ACK001", 3, "31/05/2007" )
```

The following will display the balance due between 90 and 119 days overdue

```
SLAge( "c:\pastel07_demo", "ACK001", 4, "31/05/2007" )
```

The following will display the balance due past 120 days

```
SLAge( "c:\pastel07_demo", "ACK001", 5, "31/05/2007" )
```

The ageing periods used will depend on the customer's account

3.3.8 SLItem()

SLItem(Company, Account, ItemCode, Store, Period)

This function will return the sales for the given Account, Item and store combination.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: This should be the customer account number, only single accounts can be specified.

ItemCode: This should be a valid product code, only single codes can be specified.

Store: Enter a valid store code to return the sales for, if blank then all sales across all stores for the selected item will be returned.

Period: This should be the period that you wish to return sales for. The period can be one of the following keywords. **x** - can be a period from 1 to 13.

Year to Date x - Sales for the year up to and including the period specified

Last Year to Date x - Sales for the last year up to and including the period specified

Month x - Sales for the period specified

Last Year x - Sales for the period of the last year specified

Examples:

The following will return the total sales for this year, for item code SOHO/200

SLItem("c:\pastel07_demo", "ACK001", "SOHO/200", " ", "Year To Date 12")

The following will return the total sales for last year for item code SOHO/200

SLItem("c:\pastel07_demo", "ACK001", "SOHO/200", " ", "Last Year To Date 12")

The following will return the sales for Month 6 only, for item code SOHO/200

SLItem("c:\pastel07_demo", "ACK001", "SOHO/200", " ", "Month 6")

NB: Transaction drill down is available on this function. If selected all the sales documents that make up the selected balance will be displayed.

3.4 Supplier Functions

Functions used to return values details from Supplier accounts

PLDetail(Company, Account, FieldToReturn)

Will return master field for the given supplier

PLBalance(Company, Account, Period, ReturnForexValue)

Will return the outstanding balance for the given supplier

PLPurchases(Company, Account, Period)

Will return the purchase value for the given period

PLAge(Company, Account, Period, AgeAsAtDate)

Will return the ageing (for both Open Item and BFW) period specified

3.4.1 PLDetail()

PLDetail(Company, Account, FieldToReturn)

This function will return the required field from the selected supplier account.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: The supplier account number to return the field value for

FieldToReturn: This must be one of the following keywords

Field to return	Keyword
Customer Name	Name
Debtor Category	Category
Address 1	Address1
Address 2	Address2
Address 3	Address3
Address 4	Address4
Address 5	Address5
Vat Reference	VatRef
Last Credit	LastCredit
Last Amount	LastAmount
Blocked	Blocked
Open Item	OpenItem
Country Code	CountryCode
Currency Code	Currency
Credit Limit	Credit
User Defined 1	User1
User Defined 2	User2
User Defined 3	User3
User Defined 4	User4
User Defined 5	User5
Freight Method	Freight
Ship	Ship
Delivery Address 1	DelAddr1
Delivery Address 2	DelAddr2
Delivery Address 3	DelAddr3
Delivery Address 4	DelAddr4
Delivery Address 5	DelAddr5
Contact name	Contact
Telephone	Telephone
Cellphone	Cellphone
Fax Number	Fax
Email Address	Email
Monthly Terms	MonthTerms
Payment Terms	Terms
Default Contra A/c	ContraAccount

Examples:

The following will return the 2nd user defined field value for supplier COM001

```
PLDetail("c:\pastel07_demo", "COM001", "User2")
```

The following will return the Telephone number of the supplier COM001

```
PLDetail("c:\pastel07_demo", "COM001", "Telephone")
```

3.4.2 PLBalance()

PLBalance(Company, Account, Period, ReturnForexValue)

This function will return the outstanding balance or movement for the selected account and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: This should be the supplier account number. Multiple accounts can be specified in the format ABC001, ABC002, ABC003.

Period: This is a predefined keyword that represents the period to return the balance for. **x** - can be a period from 1 to 13.

Month x - will return the current outstanding balance as at month specified

Last Year x - will return the outstanding balance as at the Last Year period specified

Net Month x - will return the net change in the balance outstanding for the period specified

Net Last Year x - will return the net change in the balance outstanding for the period last year

Year to Date x - will return the outstanding balance for the year to date up to the period specified

Last Year to Date x - will return the outstanding for last year to date up to the period specified

Year to Date x and Month x are interchangeable as both will return the outstanding balance

ReturnForeignBalance: If you set this to **1** the value returned will be the outstanding balance in foreign currency, anything else and the home currency balance will be returned.

Examples:

The following will return the outstanding balance as at Month 1 in home currency

```
PLBalance("c:\pastel07_demo", "COM001", "Month 1", 0)
```

The following will return the outstanding balance as at Month 1 last year in home currency

```
PLBalance("c:\pastel07_demo", "COM001", "Month 1", 0)
```

The following will return the outstanding as a Month 1 for accounts COM001 and HARC001

PLBalance("c:\pastel07_demo", "COM001, HAR001", "Month 1", 0)

3.4.3 PLPurchases()

This function will return the purchases for the given account and period.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Account: This should be the supplier account number. Multiple accounts can be specified in the format ABC001, ABC002, ABC003

Period: This should be the period that you wish to return purchases for. The period can be one of the following keywords. **x** - can be a period from 1 to 13.

Year to Date x - Purchases for the year up to and including the period specified

Last Year to Date x - Purchases for last year up to and including the period specified

Month x - Purchases for period specified

Last Year x - Purchases for the period last year specified

Examples:

The following will return the total purchases for this year

PLPurchases("c:\pastel07_demo", "COM001", "Year To Date 12")

The following will return the total purchases for last year

PLPurchases("c:\pastel07_demo", "COM001", "Last Year To Date 12")

The following will return the purchases for Month 1 only

PLPurchases("c:\pastel07_demo", "COM001", "Month 1")

3.4.4 PLAge()

PLAge(Company, Account, Period, AgeAsAtDate)

This function will return the Age balance for the given period based on the ageing date supplied.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Account: A valid supplier account must be supplied. Multiple accounts can be supplied in the format ABC001, ABC002, ABC003.

Period: The period must be a number between **0 and 5** the value returned will depend on this and the date supplied.

0 - The due date of the invoice is past the current age as at date

1 - The due date of the invoice is greater than ageing period 1 but less than period 2

2 - The due date of the invoice is greater than ageing period 2 but less than period 3

3 - The due date of the invoice is greater than ageing period 3 but less than period 4

4 - The due date of the invoice is greater than ageing period 4 but less than period 5

5 - The due date is greater than ageing period 5

AgeAsAtDate: Should be a valid date used to calculate the days overdue of the invoice. The format of this date must be the same as your Windows regional settings.

Examples:

Based on the ageing periods **0, 30, 60, 90 and 120** days

The following will display the balance outstanding that are not yet due for payment.

PLAge("c:\pastel07\demo", "COM001", 0, "31/05/2007")

The following will display the balance that is between 0 and 29 days overdue

PLAge("c:\pastel07\demo", "COM001", 1, "31/05/2007")

The following will display the balance due between 30 and 59 days overdue

PLAge("c:\pastel07\demo", "COM001", 2, "31/05/2007")

The following will display the balance due between 60 and 89 days overdue

PLAge("c:\pastel07\demo", "COM001", 3, "31/05/2007")

The following will display the balance due between 90 and 119 days overdue

PLAge("c:\pastel07_demo", "COM001", 4, "31/05/2007")

The following will display the balance due past 120 days

PLAge("c:\pastel07_demo", "COM001", 5, "31/05/2007")

The ageing periods used will depend on the supplier account

3.5 Inventory Functions

Functions used to return inventory values and details

ICStore(Company, Store, FieldToReturn)

Will return master field information for the given store

ICGrp(Company, InventoryGroup, FieldToReturn)

Will return master field information for the given inventory group

ICItem(Company, ItemCode, Store, FieldToReturn)

Will return master field information for the given inventory item and store (if applicable)

ICOpening(Company, ItemCode, Store)

Returns the opening stock at the start of last year

ICLastYear(Company, ItemCode, Store)

Returns closing stock at end of last year

ICPurchase(Company, ItemCode, Store, Period)

Qty Purchases for given period

ICSale(Company, ItemCode, Store, Period)

Qty Sales for given period

ICAdjust(Company, ItemCode, Store, Period)

Qty adjustments for given period

ICStock(Company, ItemCode, Store, Period)

Actual Stock level for given period (excluding unposted)

ICCost(Company, ItemCode, Store, Period)

Average cost at given period

ICUnposted(Company, ItemCode, Store, ValueToReturn)

Unposted values for item, Sales, Purchases and Batch Qty

ICValue(Company, ItemCode, Store, Period)

Inventory Sales value (monetary) for given period

3.5.1 ICStore()

ICStore(Company, Store, FieldToReturn)

This function will only return information in pastel version 6 and higher and if you have the multi-store module installed.

This function will return the relevant master field information from the store supplied.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Store: The store code that you require the information to be returned against should be entered in this parameter.

FieldToReturn: The keyword of the master field information to return should be entered here.

Field to return	Keyword
Store Name	Name
Blocked	Blocked
Postal Address 1	Postal1
Postal Address 2	Postal2
Postal Address 3	Postal3
Postal Address 4	Postal4
Postal Address 5	Postal5
Physical Address 1	Physical1
Physical Address 2	Physical2
Physical Address 3	Physical3
Physical Address 4	Physical4
Physical Address 5	Physical5
Contact	Contact
Telephone Number	Telephone
Fax Number	Fax
Mobile Number	Mobile
Email Address	Email
Default Group for Store	Group

Examples:

The following will return the store name for store code CT

```
ICStore( "c:\pastel07\_demo", "CT", "Name" )
```

The following will return the store contact telephone for store code JHB

```
ICStore( "c:\pastel07\_demo", "JHB", "Name" )
```

3.5.2 ICGrp()

ICGrp(Company, InventoryGroup, FieldToReturn)

This function will return the master information for the supplied inventory group.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

InventoryGroup: Enter the inventory group code to return the master field information for.

FieldToReturn: The keyword of the master field information to return should be entered here.

Field to Return	Keyword
Group Name	Name
Sales Account	Sales
Purchase Account	Purchase
Cost of Sales Account	COS
Adjustment	Adjustment
Stock Control	Control
Variance Account	Variance
Purchase Variance	PurchaseVar
Sales Tax Code	SalesTax
Purchase Tax Code	PurTax

Examples:

This will return the group name associated with the inventory group 001

```
ICGrp( "c:\pastel07_demo", "001", "Name" )
```

This will return the Sales General Ledger account associated with the inventory group 001

```
ICGrp( "c:\pastel07_demo", "001", "Sales" )
```

This will return the Stock Control General Ledger account associated with the inventory group 001

```
ICGrp( "c:\pastel07_demo", "001", "Control" )
```

3.5.3 ICIItem()

ICIItem(Company, ItemCode, Store, FieldToReturn)

This function will return the master field information for the selected Item and store (if applicable).

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the information for.

Store: If the information is store specific then enter the store code to return the information for. This is only applicable if you have Pastel version 6 and higher.

FieldToReturn: The keyword of the master field information to return should be entered here.

Field to return	Keywords
Inventory Group	Group
Bin Number	Bin
Last Invoice	LastInvoice
Last Purchase	LastPurchase
Last Amount	LastAmount
Reorder Level	Reorder
Maximum stock level	Maximum
Price 1	Price1
Price 2	Price2
Price 3	Price3
Price 4	Price4
Price 5	Price5
Price 6	Price6
Price 7	Price7
Price 8	Pice8
Price 9	Pice9
Price 10	Price10
Price Inclusive 1	PriceInc1
Price Inclusive 2	PriceInc2
Price Inclusive 3	PriceInc3
Price Inclusive 4	PriceInc4
Price Inclusive 5	PriceInc5
Price Inclusive 6	PriceInc6
Price Inclusive 7	PriceInc7
Price Inclusive 8	PriceInc8
Price Inclusive 9	PriceInc9
Price Inclusive 10	PriceInc10
Special Start Date	SpecialStart
Special Start End	SpecialEnd
Special Price	SpecialPrice
Special Inclusive Price	SpecialPriceInc
New Price 1	NewPrice1
New Price 2	NewPrice2
New Price 3	NewPrice3
New Price 4	NewPrice4
New Price 5	NewPrice5
New Price 6	NewPrice6
New Price 7	NewPrice7
New Price 8	NewPrice8
New Price 9	NewPrice9
New Price 10	NewPrice10
New Price Inclusive 1	NewPriceInc1
New Price Inclusive 2	NewPriceInc2
New Price Inclusive 3	NewPriceInc3
New Price Inclusive 4	NewPriceInc4
New Price Inclusive 5	NewPriceInc5
New Price Inclusive 6	NewPriceInc6
New Price Inclusive 7	NewPriceInc7
New Price Inclusive 8	NewPriceInc8
New Price Inclusive 9	NewPriceInc9
New Price Inclusive 10	NewPriceInc10
Item Description	Description
Barcode	Barcode
Discount Type	DiscountType
Blocked	Blocked
Fixed Description	Fixed
Show quantity	Showqty

Examples:

This will return the item description for the specified item code

```
ICItem("c:\pastel07_demo", "ACC5/LOC", "", "Description")
```

This will return the user defined text field 1 for the specified item code

```
ICItem("c:\pastel07_demo", "ACC5/LOC", "", "UserTxt1")
```

This will return the Bin Number for store JHB for the specified item code

```
ICItem("c:\pastel07_demo", "ACC5/LOC", "JHB", "BIN")
```

Using Store codes is only valid in Pastel version 6 and higher.

If you don't use Multi-store then you must use the default store of 001 to return your main stock information.

3.5.4 ICOpening()

ICOpening(Company, ItemCode, Store)

This function will return the Opening stock at the beginning of last year

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the opening stock for.

Store: Enter the store code (if applicable) to return the opening stock for.

Examples:

This will return the opening stock at the beginning of last year for Item code ACC5/LOC for store code CT.

```
ICOpening("c:\pastel07_demo", "ACC5/LOC", "CT")
```

3.5.5 ICLastYear()

ICLastYear(Company, ItemCode, Store)

This function will return the closing stock at the end of last year (BFW stock for this year)

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the opening stock for.

Store: Enter the store code (if applicable) to return the opening stock for.

Examples:

This will return the closing stock at the end of last year for Item code ACC5/LOC for store CT.

```
ICLastYear("c:\pastel07_demo", "ACC5/LOC", "CT")
```

3.5.6 ICPurchase()

ICPurchase(Company, ItemCode, Store, Period)

This function will return the stock purchases for the item code, store and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the purchases for.

Store: Enter the store code (if applicable) to return the purchases for.

Period: This should be one of the of the period keywords shown below.

Month x - return the purchases for the month specified

Year to Date x - return the total purchases up to and including the period specified.

Last Year - will return the total purchases for last year

Examples:

This will return the total purchases for this year up to period 5 for Item code ACC5/LOC for store code CT.

```
ICPurchase( "c:\pastel07_demo", "ACC5/LOC", "CT", "Year to Date 5" )
```

This will return the total purchases for month 3 for the item code ACC5/LOC and store CT.

```
ICPurchase( "c:\pastel07_demo", "ACC5/LOC", "CT", "Month 3" )
```

3.5.7 ICSale()

ICSale(Company, ItemCode, Store, Period)

This function will return the stock sales for the item code, store and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the stock sales for.

Store: Enter the store code (if applicable) to return the stock sales for.

Period: This should be one of the of the period keywords shown below.

Month x - return the sales for the month specified

Year to Date x - return the total sales up to and including the period specified.

Last Year - will return the total sales for last year

Examples:

This will return the total sales for this year up to period 5 for Item code ACC5/LOC for store code CT.

```
ICSale( "c:\pastel07_demo", "ACC5/LOC", "CT", "Year to Date 5" )
```

This will return the total sales for month 3 for the item code ACC5/LOC and store CT.

```
ICSale( "c:\pastel07_demo", "ACC5/LOC", "CT", "Month 3" )
```

3.5.8 ICAdjust()

ICAdjust(Company, ItemCode, Store, Period)

This function will return the stock adjustments for the item code, store and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the stock adjustments for

Store: Enter the store code (if applicable) to return the stock adjustments for

Period: This should be one of the of the period keywords shown below

Month x - return the adjustments for the month specified

Year to Date x - return the total adjustments up to and including the period specified.

Last Year - will return the total adjustments for last year

Examples:

This will return the total adjustments for this year up to period 5 for Item code ACC5/LOC for store code CT.

ICAdjust("c:\pastel07_demo", "ACC5/LOC", "CT", "Year to Date 5")

This will return the total adjustments for month 3 for the item code ACC5/LOC and store CT.

ICAdjust("c:\pastel07_demo", "ACC5/LOC", "CT", "Month 3")

3.5.9 ICStock()

ICStock(Company, ItemCode, Store, Period)

This function will return the actual stock for the item code, store and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the actual stock for

Store: Enter the store code (if applicable) to return the actual stock for

Period: This should be one of the of the period keywords shown below

Month x - return the stock movement for the month specified

Year to Date x - return the actual stock up to and including the period specified

Last Year - will return the actual stock for last year

Examples:

This will return the actual stock for this year up to period 5 for Item code ACC5/LOC for store code CT.

ICStock("c:\pastel07_demo", "ACC5/LOC", "CT", "Year to Date 5")

This will return the actual stock for month 3 for the item code ACC5/LOC and store CT.

ICStock("c:\pastel07_demo", "ACC5/LOC", "CT", "Month 3")

3.5.10 ICCost()

ICCost(Company, ItemCode, Store, Period)

This function will return the average cost for the item code, store and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the average cost price for

Store: Enter the store code (if applicable) to return the average cost price for

Period: This should be a value between 1 - 13. If you wish to return the average cost at the end of last year then enter -1

Examples:

This will return the average cost for period 5 for Item code ACC5/LOC for store code CT.

```
ICStock( "c:\pastel07_demo", "ACC5/LOC", "CT", 5 )
```

This will return the average cost for period 3 for the item code ACC5/LOC and store CT.

```
ICStock( "c:\pastel07_demo", "ACC5/LOC", "CT", 3 )
```

This will return the average cost for last year for the item code ACC5/LOC and store CT.

```
ICStock( "c:\pastel07_demo", "ACC5/LOC", "CT", -1 )
```

3.5.11 ICUnposted()

ICUnposted(Company, ItemCode, Store, ValueToReturn)

This will return the unposted stock figure for the selected Item Code, store and unposted type

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the unposted value for.

Store: Enter the store code (if applicable) to return the unposted value for.

ValueToReturn: Enter one of the following keywords to return the unposted value for.

Value to return	Keyword
Total unposted	Total
Unposted Sales Order	SalesOrder
Unposted Purchase Order	PurchaseOrder
Unposted Invoices	BatchQty

Examples:

The following will return the Total unposted value for item code ACC5/LOC and store CT

```
ICUnposted( "c:\pastel07\_demo", "ACC5/LOC", "CT", "Total" )
```

The following will return the unposted Sales Orders for item code ACC5/LOC and store CT

```
ICUnposted("c:\pastel07\_demo", "ACC5/LOC", "CT", "SalesOrder" )
```

3.5.12 ICValue()

ICValue(Company, ItemCode, Store, Period)

This function will return the inventory sales (monetary) for the selected item code, store and period.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

ItemCode: Enter the item code that you wish to return the sales value for.

Store: Enter the store code (if applicable) to return the sales value for.

Period: This should be one of the of the period keywords shown below.

Month x - return the sales value for the month specified

Year to Date x - return the sales value up to and including the period specified.

Last Year - will return the sales value for last year

Examples:

This will return the sales value for this year up to period 5 for Item code ACC5/LOC for store code CT.

ICValue("c:\pastel07_demo", "ACC5/LOC", "CT", "Year to Date 5")

This will return the sales value for month 3 for the item code ACC5/LOC and store CT.

ICValue("c:\pastel07_demo", "ACC5/LOC", "CT", "Month 3")

3.6 Sales Analysis

These functions will return values and details from the Sales person (Sales Analysis) file

SADetail(Company, Code, FieldToReturn)

Return master field for the given Sales Analysis code

SABalance(Company, Code, Period)

Will return the balance for the given period and code

SAGPBalance(Company, Code, Period)

Will return the GP Balance for the given period and code

SATarget(Company, Code, Number)

Will return the Target amount for the given number and code

SATargetPct(Company, Code, Number)

Will return the target percentage for the given number and code

3.6.1 SADetail()

SADetail(Company, Code, FieldToReturn)

This function will return the master field information for the Sales Analysis/Sales person specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Code: Enter the salesperson or sales analysis code to return the information for

FieldToReturn: This should be one of the following keywords.

Field to return	Keyword
Sales Analysis Description	Description
Commission Method	Commethod
Blocked	Blocked

Examples:

This will return the description for sales analysis code 00001

```
SADetail("c:\pastel07_demo", "00001", "Description" )
```

This will return the commission method for sales analysis code 00001

```
SADetail("c:\pastel07_demo", "00001", "Commethod" )
```

In this case this will be either **Gross Profit** or **Sales**

3.6.2 SABalance()

SABalance(Company, Code, Period)

This function will return the sales analysis balance for the specified code and period.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel

Partner demo company.

Code: Enter the salesperson or sales analysis code to return the information for

Period: This should be one of the following period keywords

Month x - will return the balance for the specified period

Year to Date x - will return the total balance up to and including the specified period

Last Year Month x - will return the balance for the specified period last year

Last Year To Date x - will return the total balance up to and including the specified period for last year

Examples:

The following will return the balance for period 3 from analysis code 00001

SABalance("c:\pastel07_demo", "00001", "Month 3")

The following will return the total balance up to and including period 5 this year for code 00001

SABalance("c:\pastel07_demo", "00001", "Year To Date 5")

The following will return the total balance for last year up to and including period 5 for code 00001

SABalance("c:\pastel07_demo", "00001", "Last Year To Date 5")

3.6.3 SAGPBalance()

SAGPBalance(Company, Code, Period)

This function will return the Gross Profit balance for the analysis code and period specified.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Code: Enter the salesperson or sales analysis code to return the information for

Period: This should be one of the following period keywords

Month x - will return the Gross Profit (GP) balance for the specified period

Year to Date x - will return the total GP balance up to and including the specified period

Last Year Month x - will return the GP balance for the specified period last year

Last Year To Date x - will return the GP total balance up to and including the specified period for last year

Examples:

The following will return the GP balance for period 3 from analysis code 00001

```
SAGPBalance( "c:\pastel07\_demo", "00001", "Month 3" )
```

The following will return the total GP balance up to and including period 5 this year for code 00001

```
SAGPBalance( "c:\pastel07\_demo", "00001", "Year To Date 5" )
```

The following will return the total GP balance for last year up to and including period 5 for code 00001

```
SAGPBalance( "c:\pastel07\_demo", "00001", "Last Year To Date 5" )
```

3.6.4 SATarget()

SATarget(Company, Code, Number)

This function will return the Target amount for the specified analysis code and number.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Code: Enter the salesperson or sales analysis code to return the information for

Number: This must be a number between 1 and 5.

Examples:

This will return then first target amount for sales analysis code 00001

```
SATarget( "c:\pastel07\_demo", "00001", 1 )
```

This will return then third target amount for sales analysis code 00001

```
SATarget("c:\pastel07\_demo", "00001", 3 )
```

3.6.5 SATargetPCT()

SATargetPct(Company, Code, Number)

This function will return the Target amount percentage for the specified analysis code and number.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

Code: Enter the salesperson or sales analysis code to return the information for

Number: This must be a number between 1 and 5

Examples:

This will return then first target percentage amount for sales analysis code 00001

```
SATarget( "c:\pastel07\_demo", "00001", 1 )
```

This will return then third target percentage amount for sales analysis code 00001

```
SATarget("c:\pastel07\_demo", "00001", 3 )
```

3.7 Job / Cost Code Functions

JCDetail(Company, CostCode, FieldToReturn)

This will return the master information held within Pastel for the given cost code

GLJobCost(Company, Account, CostCode, Period)

This function will return the required balance for the transactions flagged with the required cost code and posted to the indicated accounts.

GLJCDC(Company, Account, CostCode, Period)

This function will return the required balance for the transactions flagged with the required cost code and posted to the indicated accounts. If a transaction is found that has been posted to either a Customer or Supplier account then the function will use the first inventory group record to compare the account(s) within the function and the inventory group Sales Account for any customer transaction and the Cost of Sales for any supplier transactions.

GLJCDEF(Company, Account, CostCode, Period)

This function will return the required balance for the transactions flagged with the required cost code and posted to the indicated accounts. If a transaction is found that has been posted to either a Customer or Supplier account then the function will use the first inventory group record to compare the account(s) within the function and the inventory group Sales Account for any customer transaction. If the transaction is a supplier transaction then the suppliers default contra account will be used to test against the account number within the function. **NB:** If you are using Pastel v5.2 then the inventory group cost of sales account will be used.

Important information - please read.

If you are attaching a cost code to a customer or supplier document, Pastel attaches the cost code to the customer/supplier entry within the ledger transaction file and not the GL transactions. This will therefore cause a problem when trying to create a P&L for a given cost code, as they will most likely do not have any GL transactions to report on.

For this reason we have included two additional functions (**GLJCDC** and **GLJCDEF**) which can be used to at least retrieve a balance for a GL account code.

Example: We have received an invoice from a supplier COM001 for R100.00 and we capture this within Pastel and attach the cost code **JOB01** to the transaction. When Pastel posts the entry the supplier transaction is flagged with the cost code and not the GL contra account.

If we therefore use the function **GLJCDC('c:\pastel07\demo', '210000', 'JOB01', 'Month 1')** then the formula will most likely return a zero balance. If we change the account to **'COM001'** then the formula will return a value of at least R100.

This is not very good when trying to create a P&L for a given job. To circumnavigate this little issue we have included the two extra functions

GLJCDC() function will get the cost of sales from the first inventory group and use this to check the transaction against the accounts entered within your formula.

GLJCDEF() function will get the default contra account from the suppliers account and use this to check the transaction against the accounts entered within your formula.

GLJCDC() function is used and we enter the cost of sale account of the first inventory group. Any supplier transactions will be compared against this account

GLJobCost() function is used and the supplier account must be entered to retrieve a balance

4			Month 1	Month
5				
6	COM001	Complete Computer Suppliers	150	
7	2000000	Cost of Sales	-150	
8	2400020	Direct Manufacture Cost / Recovery	-150	
9				

GLJCDEF() function is used and we enter the supplier default contra account. Any supplier transactions will be compared against this account

3.7.1 GLJobCost()

GLJobCost(Company, Account, CostCode, Period)

This function will return the required balance for the transactions flagged with the required cost code and posted to the indicated accounts.

NB: As this function will read the transaction file - the time taken to calculate the balance will depend on the number of transactions posted for the selected cost code.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Account No: This is the Pastel GL account number that you wish to retrieve information for; for example this could be account no 1000000 which is the Sales account (with Pastels demo data). The account number can also be a range of accounts, for example:

1000010, 1000020 This would return the balance for accounts 1000/010 and 1000/020.

1000001..1000999 This would return all the balances for all accounts between and including 1000/001 and 1000/999.

Warning: *When using this type of range and sub accounts you must ensure that you do not include the main account, as the main account holds the total balance of all the sub-accounts below it.*

When using a range of accounts such as 1000001..1000999 PaXcel will need to check each account for each balance, in the above case this will be 999 times, if you were to try a large range of say 1000001..9999999 it could potentially try 1 million times.

Cost Code: This should be a valid cost code, you can only use a single cost code

Period: The period can be one of the following keywords to retrieve the required balance: (x represents a period number from 1 – 13).

Month x – Will retrieve the figures for the account and period specified. If the account is for a balance sheet it will give you the total balance up to and including that period. If you require the movement for that period you should use the Net Change option.

Last Year Month x – This is the same as Month x but will retrieve the balance for the Last Year of the period specified.

Year to Date x – This will return the cumulative balance for the account up to and including the period specified.

Last Year to Date x – This will return the cumulative balance for the account up to and including the period specified for the Last fiscal year.

Prior Year – If there are any third year transactions then this period indicator will calculate the balance for those transactions

Examples:

In the following examples we have entered the company path in cell C1 and the account number in cell A9. We could also enter the periods as cell headings.

In full without cell referencing it would be:

GLJobCost("c:\pastel07_demo", "1000000", "GOV01", "Month 1")

In future examples we will use the cell referencing method.

GLJobCost(C1, A9, "GOV01", "Month 1")

GLJobCost(C1, A9, "GOV01", "Last Year Month 1")

GLJobCost(C1, A9, "GOV01", "Year to Date 2")

GLJobCost(C1, A9, "GOV01", "Last year to Date 2")

GLJobCost(C1, A9, "GOV01", "Prior Year")

Multiple accounts

GLJobCost(C1, "1000010, 1000020, 1000030", "GOV01", "Month 1")

GLJobCost(C1, "2000001..2000999", "GOV01", "Month 1")

Keywords can be entered in upper or lower case.

3.7.2 GLJCDC()

GLJCDC(Company, Account, CostCode, Period)

This function will return the required balance for the transactions flagged with the required cost code and posted to the indicated accounts.

If a transaction within the cost code range is for a customer account then the first inventory group sales account code will be used to compare against the account number entered within the formula.

If a transaction within the cost code range is for a supplier account then the first inventory group cost-of-sale will be used to compare against the account number entered within the formula.

NB: As this function will read the transaction file - the time taken to calculate the balance will depend on the number of transactions posted for the selected cost code.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Account No: This is the Pastel GL account number that you wish to retrieve information for; for example this could be account no 1000000 which is the Sales account (with Pastels demo data). The account number can also be a range of accounts, for example:

1000010, 1000020 This would return the balance for accounts 1000/010 and 1000/020.

1000001..1000999 This would return all the balances for all accounts between and including 1000/001 and 1000/999.

Warning: *When using this type of range and sub accounts you must ensure that you do not include the main account, as the main account holds the total balance of all the sub-accounts below it.*

When using a range of accounts such as 1000001..1000999 PaXcel will need to check each account for each balance, in the above case this will be 999 times, if you were to try a large range of say 1000001..9999999 it could potentially try 1 million times.

Cost Code: This should be a valid cost code, you can only use a single cost code

Period: The period can be one of the following keywords to retrieve the required balance: (x represents a period number from 1 – 13).

Month x – Will retrieve the figures for the account and period specified. If the account is for a balance sheet it will give you the total balance up to and including that period. If you require the movement for that period you should use the Net Change option.

Last Year Month x – This is the same as Month x but will retrieve the balance for the Last Year of the period specified.

Year to Date x – This will return the cumulative balance for the account up to and including the period specified.

Last Year to Date x – This will return the cumulative balance for the account up to and including the period specified for the Last fiscal year.

Prior Year – If there are any third year transactions then this period indicator will calculate the balance for those transactions

Examples:

In the following examples we have entered the company path in cell C1 and the account number in cell A9. We could also enter the periods as cell headings.

In full without cell referencing it would be:

GLJCDC("c:\pastel07_demo", "1000000", "GOV01", "Month 1")

In future examples we will use the cell referencing method.

GIJCDC(C1, A9, "GOV01", "Month 1")

GIJCDC(C1, A9, "GOV01", "Last Year Month 1")

GIJCDC(C1, A9, "GOV01", "Year to Date 2")

GIJCDC(C1, A9, "GOV01", "Last year to Date 2")

GIJCDC(C1, A9, "GOV01", "Prior Year")

Multiple accounts

GLJCDC(C1, "1000010, 1000020, 1000030", "GOV01", "Month 1")

GLJCDC(C1, "2000001..2000999", "GOV01", "Month 1")

Keywords can be entered in upper or lower case.

3.7.3 GLJCDEF()

GLJCDEF(Company, Account, CostCode, Period)

This function will return the required balance for the transactions flagged with the required cost code and posted to the indicated accounts.

If a transaction within the cost code range is for a customer account then the first inventory group sales account code will be used to compare against the account number entered within the formula.

If a transaction within the cost code range is for a supplier account then the supplier contra account will be used to compare against the account number entered within the formula.

NB: As this function will read the transaction file - the time taken to calculate the balance will depend on the number of transactions posted for the selected cost code.

The arguments are as follows:

Company: This is the path to your Pastel directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

Account No: This is the Pastel GL account number that you wish to retrieve information for; for example this could be account no 1000000 which is the Sales account (with Pastels demo data). The account number can also be a range of accounts, for example:

1000010, 1000020 This would return the balance for accounts 1000/010 and 1000/020.

1000001..1000999 This would return all the balances for all accounts between and including 1000/001 and 1000/999.

Warning: *When using this type of range and sub accounts you must ensure that you do not include the main account, as the main account holds the total balance of all the sub-accounts below it.*

When using a range of accounts such as 1000001..1000999 PaXcel will need to check each account for each balance, in the above case this will be 999 times, if you were to try a large range of say 1000001..9999999 it could potentially try 1 million times.

Cost Code: This should be a valid cost code, you can only use a single cost code

Period: The period can be one of the following keywords to retrieve the required balance: (x represents a period number from 1 – 13).

Month x – Will retrieve the figures for the account and period specified. If the account is for a balance sheet it will give you the total balance up to and including that period. If you require the movement for that period you should use the Net Change option.

Last Year Month x – This is the same as Month x but will retrieve the balance for the Last Year of the period specified.

Year to Date x – This will return the cumulative balance for the account up to and including the period specified.

Last Year to Date x – This will return the cumulative balance for the account up to and including the period specified for the Last fiscal year.

Prior Year – If there are any third year transactions then this period indicator will calculate the balance for those transactions

Examples:

In the following examples we have entered the company path in cell C1 and the account number in cell A9. We could also enter the periods as cell headings.

In full without cell referencing it would be:

```
GLJCDEF("c:\pastel07_demo", "1000000", "GOV01", "Month 1")
```

In future examples we will use the cell referencing method.

```
GIJCDEF(C1, A9, "GOV01", "Month 1")
```

```
GIJCDEF(C1, A9, "GOV01", "Last Year Month 1")
```

```
GIJCDEF(C1, A9, "GOV01", "Year to Date 2")
```

```
GIJCDEF(C1, A9, "GOV01", "Last year to Date 2")
```

```
GIJCDEF(C1, A9, "GOV01", "Prior Year")
```

Multiple accounts

```
GLJCDEF(C1, "1000010, 1000020, 1000030", "GOV01", "Month 1")
```

```
GLJCDEF(C1, "2000001..2000999", "GOV01", "Month 1")
```

Keywords can be entered in upper or lower case.

3.7.4 JCDetail()

JCDetail(Company, CostCode, FieldToReturn)

This function will return your Cost Code / Job Costing master details from Pastel.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

CostCode: The Pastel cost code to return the details

FieldToReturn: This should be one of the following keywords:

Returns	Keyword
Cost Code Description	Description
Cost Code Blocked	Blocked

Examples:

The path can be a reference to an Excel cell for example:

JCDetail(A1, "GOV01", "Description")

Retrieves the Cost code description

JCDetail(A1, "GOV01", "Blocked")

Will return **Yes** if the cost code is blocked otherwise **No** will be returned

3.8 Unposted Documents

UnpostCat(Company, docType, Inventory Category)

This will return the unposted document monetary value for the given document type and specified inventory category. This function is valid for Pastel v6, Pastel 2004 and Pastel 2007 when inventory categories were introduced. If you are using with Pastel v5.2 this is the same as **UnpostGrp()**.

UnpostCst(Company, docType, Cost Code)

This will return the unposted document monetary value for the given document type and specified cost code.

UnpostItem(Company, docType, ItemCode, StoreCode)

This will return the unposted document monetary value for the given document type, item code and store code if required.

UnpostGrp(Company, docType, Inventory Group)

This will return the unposted document monetary value for the given document type and specified Inventory Group.

UnpostSle(Company, docType, Sales Analysis code)

This will return the unposted document monetary value for the given document type and specified sales analysis code.

UnpostStr(Company, docType, Store Code)

This will return the unposted document monetary value for the given document type and specified store code.

Document Types

The following codes should be used for the document types:-

SQ	- Quotes
SO	- Sales Orders
SI	- Sales Invoices
SC	- Sales Credits
SD	- Sales Debits
PO	- Purchase Orders
PG	- Purchase GRN's
PI	- Purchase Invoices
PC	- Purchase Credits
PD	- Purchase Debits

3.8.1 UnpostCat()

UnpostCat(Company, docType, Inventory Category)

This will return the unposted document monetary value for the given document type and specified inventory category. This function is valid for Pastel v6, Pastel 2004 and Pastel 2007 when inventory categories were introduced. If you are using with Pastel v5.2 this is the same as **UnpostGrp()**.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

DocType: This should be one of the following document code types.

- SQ** - Quotes
- SO** - Sales Orders
- SI** - Sales Invoices
- SC** - Sales Credits
- SD** - Sales Debits

- PO** - Purchase Orders
- PG** - Purchase GRN's
- PI** - Purchase Invoices
- PC** - Purchase Credits
- PD** - Purchase Debits

Inventory Category: This should be a valid category code within Pastel. If you leave this value blank then the total unposted document value will be returned.

3.8.2 UnpostCst()

UnpostCst(Company, docType, Cost Code)

This will return the unposted document monetary value for the given document type and specified cost code.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example:
c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

DocType: This should be one of the following document code types.

- SQ** - Quotes
- SO** - Sales Orders
- SI** - Sales Invoices
- SC** - Sales Credits
- SD** - Sales Debits

- PO** - Purchase Orders
- PG** - Purchase GRN's
- PI** - Purchase Invoices
- PC** - Purchase Credits
- PD** - Purchase Debits

Cost Code: This should be a valid cost code within Pastel. If you leave this value blank then the total unposted document value will be returned.

3.8.3 UnpostItem()

UnpostItem(Company, docType, Item Code, Store Code)

This will return the unposted document monetary value for the given document type and specified Inventory Group.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07\demo would enable you to retrieve information from the Pastel Partner demo company.

DocType: This should be one of the following document code types.

- SQ** - Quotes
- SO** - Sales Orders
- SI** - Sales Invoices
- SC** - Sales Credits
- SD** - Sales Debits

- PO** - Purchase Orders
- PG** - Purchase GRN's
- PI** - Purchase Invoices
- PC** - Purchase Credits
- PD** - Purchase Debits

Item Code: This should be a valid product/inventory code within Pastel.

Store Code: If you wish to limit item codes by store then enter the store code. If you leave blank then the total monetary value will be return irrespective of store code.

3.8.4 UnpostGrp()

UnpostGrp(Company, docType, Inventory Group)

This will return the unposted document monetary value for the given document type and specified Inventory Group.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

DocType: This should be one of the following document code types.

- SQ** - Quotes
- SO** - Sales Orders
- SI** - Sales Invoices
- SC** - Sales Credits
- SD** - Sales Debits

- PO** - Purchase Orders
- PG** - Purchase GRN's
- PI** - Purchase Invoices
- PC** - Purchase Credits
- PD** - Purchase Debits

Inventory Group: This should be a valid inventory group within Pastel. If you leave this value blank then the total unposted document value will be returned.

3.8.5 UnpostSle()

UnpostSle(Company, docType, Sales Analysis code)

This will return the unposted document monetary value for the given document type and specified sales analysis code.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

DocType: This should be one of the following document code types.

- SQ** - Quotes
- SO** - Sales Orders
- SI** - Sales Invoices
- SC** - Sales Credits
- SD** - Sales Debits

- PO** - Purchase Orders
- PG** - Purchase GRN's
- PI** - Purchase Invoices
- PC** - Purchase Credits
- PD** - Purchase Debits

Sales Analysis: This should be a valid sales analysis code within Pastel. If you leave this value blank then the total unposted document value will be returned.

3.8.6 UnpostStr()

UnpostStr(Company, docType, Store Code)

This will return the unposted document monetary value for the given document type and specified store code.

The arguments are as follows:

Company: This is the path to your Pastel data directory. For example: c:\pastel07_demo would enable you to retrieve information from the Pastel Partner demo company.

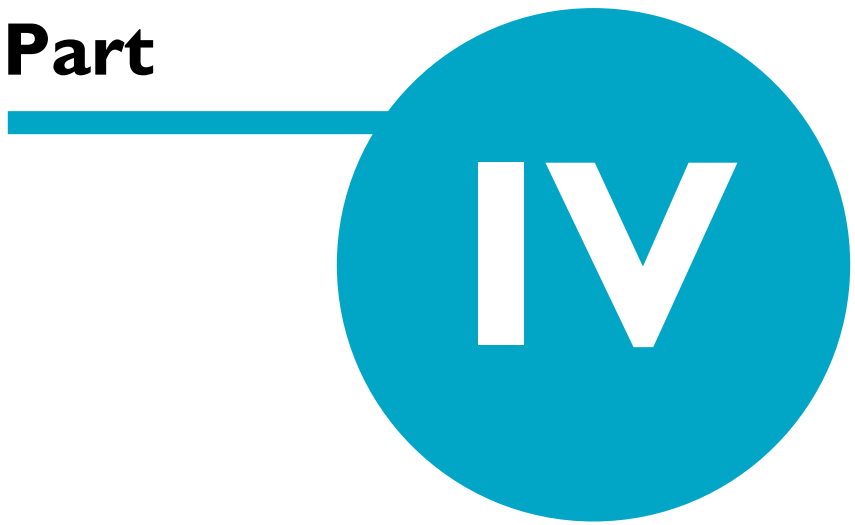
DocType: This should be one of the following document code types.

- SQ** - Quotes
- SO** - Sales Orders
- SI** - Sales Invoices
- SC** - Sales Credits
- SD** - Sales Debits

- PO** - Purchase Orders
- PG** - Purchase GRN's
- PI** - Purchase Invoices
- PC** - Purchase Credits
- PD** - Purchase Debits

Store Code: This should be a valid store code within Pastel. If you leave this value blank then the total unposted document value will be returned.

Part



4 View Information

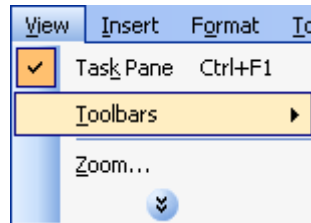
PaXcel 2007 has some new features that allow you to select a cell containing a PaXcel function and then view the transactions for that function or view the master account details.

Excel 2003 and prior

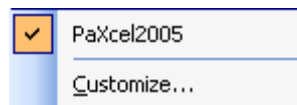
When you installed the application a new toolbar is added to Microsoft Excel.



If this toolbar is not visible then either PaXcel wasn't installed correctly or the toolbar has been turned off. You can check this by selecting **View|Toolbars** from within Excel.

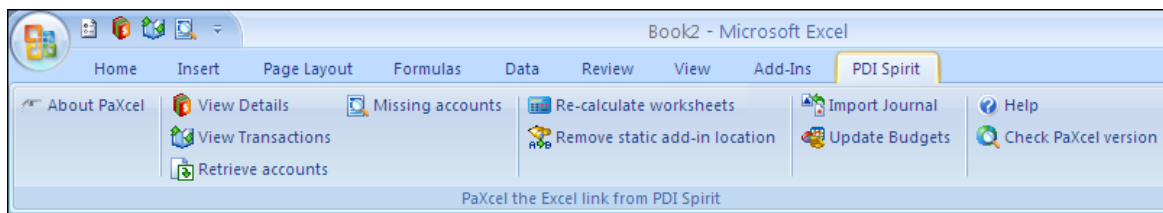


The sub-menu should then list the PaXcel2007 toolbar, ensure this is ticked




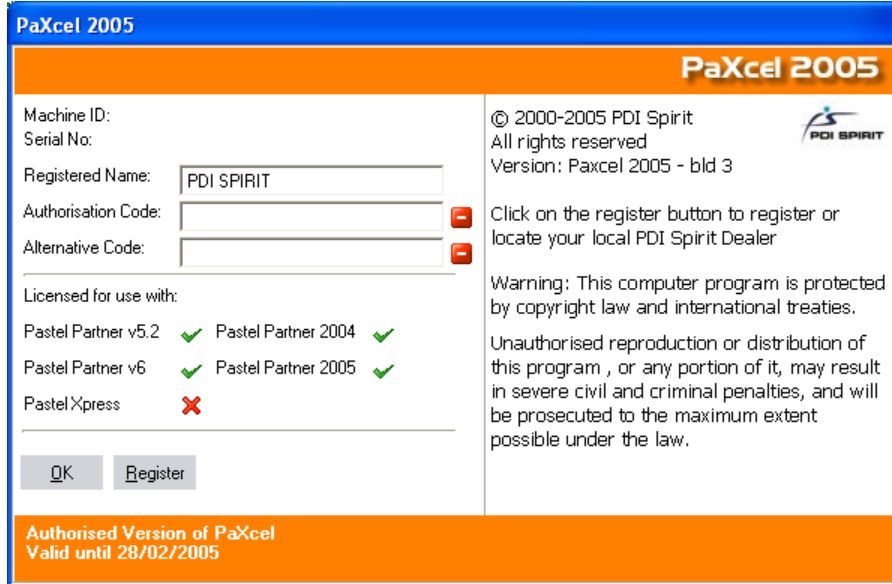
Excel 2007

When you start **Excel 2007** a new Ribbon menu will be created with the caption of **PDI Spirit**, select this tab to view the new **PaXcel** ribbon group and the available functions.



4.1 Registration


 **Registration** - this button will display the PaXcel registration screen, giving you details of which version you are licensed for, expiry date and the registration form itself.

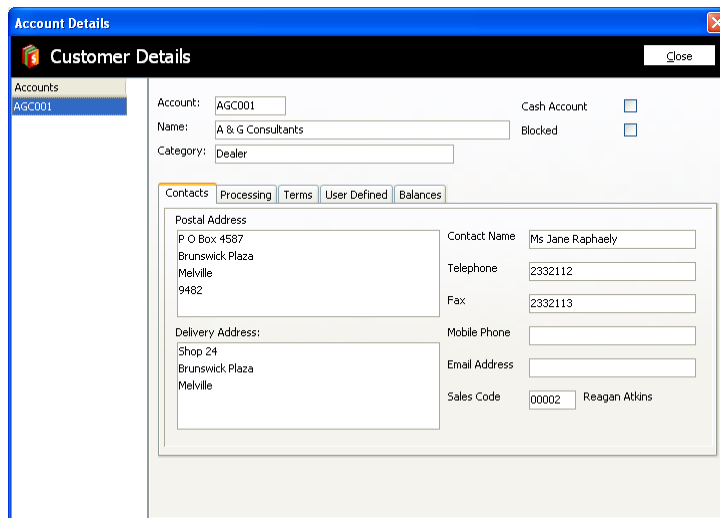


The registration screen for PaXcel 2005 displays the following information and controls:

- Machine ID:** (blank)
- Serial No:** (blank)
- Registered Name:** PDI SPIRIT
- Authorisation Code:** (blank)
- Alternative Code:** (blank)
- Licensed for use with:**
 - Pastel Partner v5.2 Pastel Partner 2004
 - Pastel Partner v6 Pastel Partner 2005
 - Pastel Xpress
- Buttons:** OK, Register
- Copyright/Version:** © 2000-2005 PDI Spirit, All rights reserved, Version: Paxcel 2005 - bld 3
- Warning:** This computer program is protected by copyright law and international treaties. Unauthorised reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.
- Footer:** Authorised Version of PaXcel, Valid until 28/02/2005

4.2 Account View

 **Account View** - this function will display the account details based on the function within the selected cell. This is a read only screen and gives you similar information to that found within Pastel.



The Account Details window shows the following information for account AGC001:

- Account:** AGC001
- Name:** A & G Consultants
- Category:** Dealer
- Account Type:** Cash Account Blocked
- Postal Address:** P O Box: 4587, Brunswick Plaza, Melville, 9482
- Delivery Address:** Shop 24, Brunswick Plaza, Melville
- Contact Name:** Ms Jane Raphaely
- Telephone:** 2332112
- Fax:** 2332113
- Mobile Phone:** (blank)
- Email Address:** (blank)
- Sales Code:** 00002 Reagan Atkins

4.3 Transactions



Transactions - this screen will list the transactions that make up the selected balance or value.

Reference	Account	Date	Amount	Tax	Description	Bank Amount	Currency Amount
CR000001	1000/000	01/05/2002	156.00	0.00	C/001 Consulting - On Site	156.00	156.00
IN000001	1000/000	15/07/2002	-75.00	0.00	HD/500 500 Gig Hard Drive	-75.00	-75.00
IN000001	1000/000	15/07/2002	-8.95	0.00	CARR Carriage	-8.95	-8.95
IN000002	1000/000	15/07/2002	-504.00	0.00	C/001 Consulting - On Site	-504.00	-504.00
IN000003	1000/000	18/07/2002	-370.49	0.00	ACC5/LOC Accounting V6 Software	-370.49	-370.49
IN000003	1000/000	18/07/2002	-8.95	0.00	CARR Carriage	-8.95	-8.95
IN000004	1000/000	01/08/2002	-600.00	0.00	C/002 Group Training	-600.00	-600.00
IN000005	1000/000	01/08/2002	-180.00	0.00	C/001 Consulting - On Site	-180.00	-180.00
IN000006	1000/000	16/08/2002	-760.40	0.00	VEC/400 Vector Computer	-760.40	-760.40
			-2351.79	0.00			


The results can be saved as an Excel file if required.

If the transaction is for a Customer or Supplier document then double click on the line, to view the original document transaction.

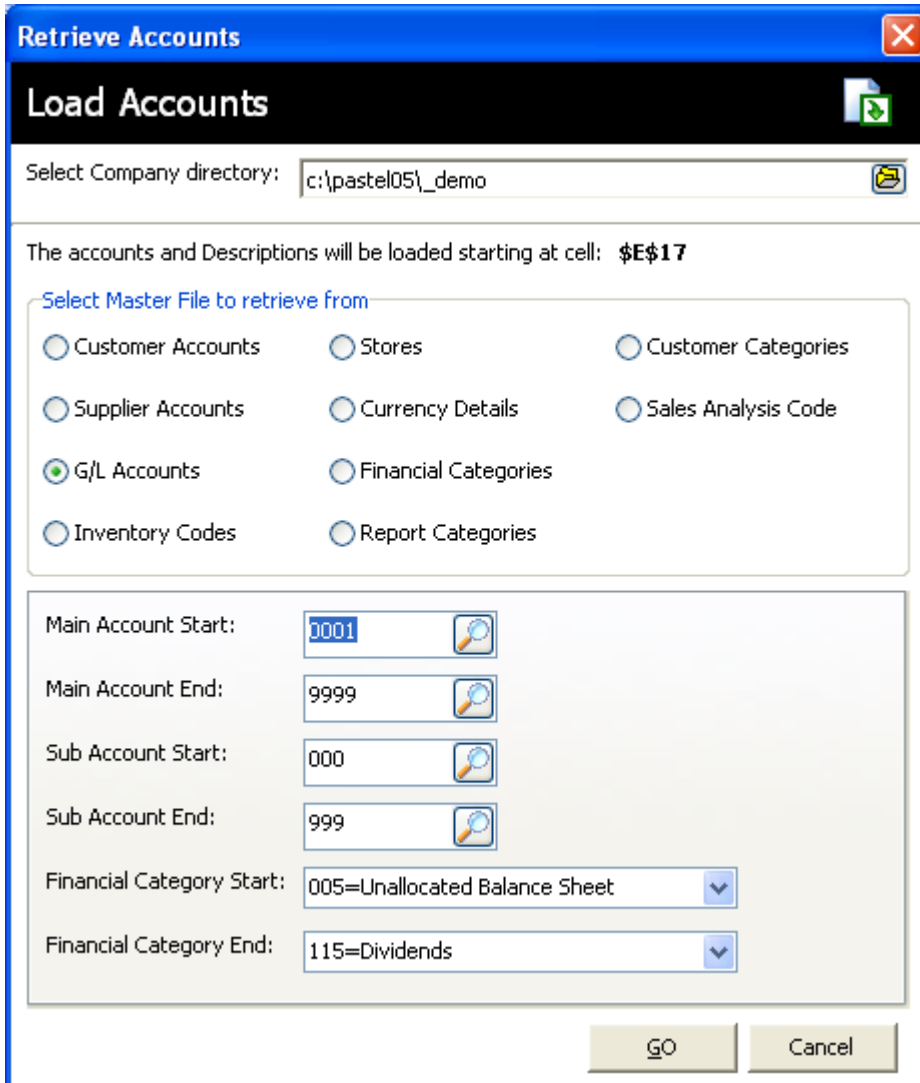
Item Code	Description	Quantity	Unit	Unit Price	Disc %
ACC/LOC	Accounting Software	1.0000	EACH	3000.00	0.00
SDHD/200	SDHD / Multimedia Home Computer	2.0000	Each	14500.00	0.00
The above item consists of the following					
	1.00 * WIN/OS				
	1.00 * WP/LOC				

Software Sales	Invoice	
Albott Limited P O Box 30499856 Germiston 2340 South Africa	Document No:	IN100010
	Account No:	ABB029
	Date:	01/11/2004
Your Reference:	Sales Code:	Cost Code:
		Overall Discount: 0.00%
	Freight Method:	Ship / Deliver:
		Due Date: 30/11/2004
Deliver To:	Total Net Price:	R32,000.00
	Discount Amount:	R0.00
	Excluding VAT/Tax:	R32,000.00
	VAT/Tax:	R4,480.00
	Total:	R36,480.00

4.4 Account Import

 **Retrieve Accounts** - This screen allows you to dump codes and descriptions from the selected master table. In the case of customer, supplier, General Ledger and Inventory codes you can limit the accounts to retrieve.

This is ideal, for example, if you want to retrieve all expense accounts or cash books then you can filter these based on the financial category, for example.



Retrieve Accounts

Load Accounts

Select Company directory: c:\pastel05_demo

The accounts and Descriptions will be loaded starting at cell: \$\$\$17

Select Master File to retrieve from

Customer Accounts Stores Customer Categories
 Supplier Accounts Currency Details Sales Analysis Code
 G/L Accounts Financial Categories
 Inventory Codes Report Categories

Main Account Start: 0001

Main Account End: 9999

Sub Account Start: 000


Sub Account End: 999

Financial Category Start: 005=Unallocated Balance Sheet

Financial Category End: 115=Dividends

GO Cancel

4.5 Missing Accounts

 **Missing accounts** - this screen will allow you to select a region on the spreadsheet and then see which accounts have not been included in your selection. This will assist in trying to balance figures with Pastel, and give you a

quick reference of which accounts may be missing.

Missing Accounts

Search for missing accounts

This feature will check for possible missing accounts that do not appear in the selected range. You should ensure that you have selected the range containing your accounts.

Select Company directory:

Type of accounts to search:

Financial categories start:

Financial categories end:

Main Account	Details	Sub Accounts	Details

The result can be copied to the Windows clipboard and then posted in to Notepad or Excel so that you can include the possible missing accounts.

The function will check the selected spreadsheet range against either General Ledger, Customer, Supplier, Inventory or Store codes.

If you are checking against **GL Accounts** then you can specify the Financial categories that you wish to valid against. This function enables you to pick up, say only missing **Sales** accounts or **Cost of Sale** accounts.

4.6 Re-Calculate



This button can be used to force a re-calculation of all formulas in the active spreadsheet. If data changes within Pastel this button can be used to re-calculate the figures to include new balances without opening and closing the spreadsheet.

4.7 Remove static add-in location

When Excel saves your spreadsheet, it always saves the location of any add-ins that have been used within the formula. This means that if you share a spreadsheet among colleagues, and you don't use the same location for the PaXcel XLA file, then you may find that a formula is prefixed with the full path to the XLA, and the formula shows the result as **#NAME?**



To make it easier for users to remove this static add-in location, we have added this function to the PaXcel toolbar.

The first step is to select a cell that contains a PaXcel formula with the static XLA location - as shown below - then press the icon on the PaXcel toolbar.

Static XLA location

```
=C:\Program files\PDI Spirit\PaXcel2007\PaXcel2005.xla!GLBalance(Company,$A12,C$7)
```

The PaXcel function will do a find and replace, replacing the static location, so that formulas will be returned to their normal state.

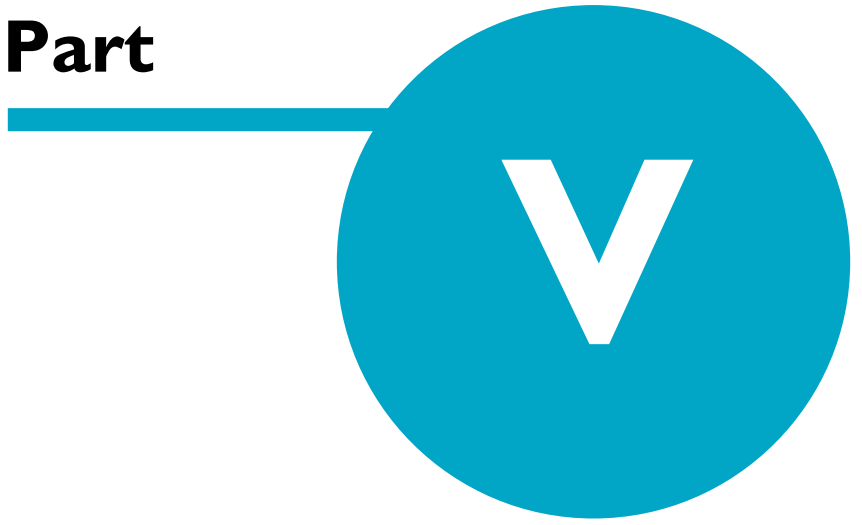
```
=GLBalance(Company,$A12,C$7)
```

4.8 Check Version



This function will check your version against the latest available one for PaXcel 2007. If you are not running the latest version you will be informed and given the chance to visit the PaXcel 2007 download site to update your Pastel version.

Part



5 Select-n-Load

PaXcel 2007 from build 12 includes a new feature. The ability to create a spreadsheet for either importing in to Pastels batch system or uploading budgets back in to Pastel, all from within Excel.

You simply select the area you wish to export back to Pastel and then press the relevant load button.

If you have upgraded or updated to PaXcel 2007 bld 12 then two additional icons will be available on the menu bar, these will give you access to the new **Select-n-Load** functionality.



5.1 Import Journal



Before you can upload a journal you need to create a spreadsheet that has the required format in terms of columns to enable the routine to import your journal in to Pastel.

An example will have been installed in to your PaXcel 2007 folder named, **journalimp.xls**.

Line	Date	Period	Type	Account	Reference	Description	Amount	Tax-Code	Cost C
1	31/01/2006	1	G	3250000	A000001	Cleaning Costs	100.00	0	
2	31/01/2006	1	G	3250000	A000002	Cleaning Costs Team 2	250.50	0	
3	31/01/2006	1	G	3250000	A000003	Cleaning Costs Team 3	50.00	0	

In this example we have first create an area that includes the column headers that we wish to capture and then import in to Pastel. The column header and data rows entered will form the **Select** part of the **Select-n-Load** operation.

The routine expects the column headers to match the pre-defined headings as shown below, but the order can be set by yourself. This means that as long as you use the correct headings, you can define the spreadsheet to match your input requirements.


Headings

Line	the line number is not imported in to Pastel, but can be used to ensure all lines have been captured
Date	the date of the transaction to import - if blank then you will be given a chance to set the post date before importing
Period	Enter the period number to post to - if blank the import routine will set the period that matches the transaction date
Type	Indicates the ledger the specified account belongs to this can be G - General Ledger D - Debtors Ledger (Customers) C - Creditors Ledger (Suppliers)
Account	The account number that you wish to post the transaction to
Reference	The reference number for the transaction, this can be up to 8 characters in size
Description	A description or narrative that should appear in the ledgers once the batch has been posted
Amount	The value that you wish to post to the account + for Debit, - for credit.
Tax-Code	Specify the tax/vat code that you wish to attach to the transaction
Cost Code	Enter the cost code that the transaction should be attached to
Contra	Enter the contra or balancing GL account that you wish to post the transaction to
Tax Amount	Enter the Tax/VAT amount that is applicable to the transaction, if left zero and a tax code has been specified then the system will calculate the Tax based on the supplied tax code
Exchange Rate	If the transaction is subject to an exchange rate then capture the value here
Bank Rate	If the transaction is a cash book transaction and the cash book is in foreign currency then enter the bank rate to use here
Discount Tax	If the transaction is a payment and requires a discount tax code to be assigned then capture that here
Discount Amount	If a discount amount has been given or taken on the transaction then capture the value here
Home Amount	If you the transaction is a foreign currency transaction and you require a different home value than the one the system will calculate enter the value here

5.1.1 Select Import Region

Once you have created your spreadsheet and the required lines have been captured, you should then select the region to import. This region **MUST** include the column headers and all the data rows that you require importing in to Pastel.


Line	Date	Period	Type	Account	Reference	Description	Amount	Tax-Code	Cost Co
1	31/01/2006	1	G	3250000	A000001	Cleaning Costs	100.00	0	
2	31/01/2006	1	G	3250000	A000002	Cleaning Costs Team 2	250.50	0	
3	31/01/2006	1	G	3250000	A000003	Cleaning Costs Team 3	50.00	0	


Once you have **Selected** the required data and column headers press the **[Import Journal]**  button to display the import screen.


Load Pastel Journal


Load Journal in to Pastel


Line	Date	Period	Type	Account	Reference	Description	Amount	Tax-Code	Cost Code	Contra	Co
1	31/01/2006	1	G	3250000	A000001	Cleaning Costs	100.00	0		4500000	
2	31/01/2006	1	G	3250000	A000002	Cleaning Costs Team 2	250.50	0		4500000	
3	31/01/2006	1	G	3250000	A000003	Cleaning Costs Team 3	50.00	0		4500000	

Location of your Pastel application: 

Select Pastel data to upload journal to: 

Use Entry-Type No: 

Create Journal in User ID Batches: 

If dates are missing then post as: 

The data grid will display the data that you have selected to import and place the values in to the correct columns for importing. You should check to make sure that the data in the grid has been loaded correctly before continuing.

Location of your Pastel application: Enter or select the location of your Pastel application file, this is required to ensure that the correct batch format is imported in to Pastel. The system will retain the last directory captured.

Select Pastel data to upload journal to: Enter or select the location of the Pastel data that you wish to import the journal to. The system will retain the last directory captured.

Use Entry-Type No: Once you have entered a valued Pastel data directory the system will populate the entry type list. Select the entry-type that you wish to import the transactions in to.

Create Journal in User ID Batches: Select the User ID that you wish to transfer the import batches to.

If dates are missing then post as: If you have not included dates in your upload format then the system will use the specified date as the transaction date.

Once you have made the required settings press the **[Create Batch]** button to start the process. The import procedure will first validate the data that you are uploading, if an invalid accounts, cost codes, contra accounts have been specified then an error message will be displayed and the import process will be aborted.

Once the import has been completed successfully a screen similar to the one shown below will be displayed:



You can then proceed to Pastel and select the relevant batch file the **Process|Journals or Cash Book** menu selection, select the correct entry type, validate, print and post the import.

Create as import file: If you wish to just create an external file that can be imported in to Pastel at a later stage then use this button. You will be given the chance to select an output filename, before the creation of the file.

5.2 Upload Budgets



The second **Select-n-Load** function is one that allows you to capture your budget details within Excel, either entering values, using formulas to calculate the budgets either on existing data or using PaXcel functions. Once this has been done you can select the budget to upload and press the **Budget Upload** button on the PaXcel 2007 toolbar.

Your budget capture sheet can be in any format and include either straight values, or be based on calculations using any of the other PaXcel 2007 formulas. All that is required is that your column headings match those indicated below, the import region must include the account that you wish to write the budgets back to.

Account	The account number that you wish to write the budgets to. Please note that this can not be a main account
Description	Optional description of the account
Month n	This year budgets where n represents the period e.g. Month 1 Month 6 Month 10
Future n	Next year budgets where n represents the period e.g. Future 1 Future 6 Future 10
Last n	Last year budgets where n represents the period e.g. Last 1 Last 6 Last 10

Your budget upload does not need to include all periods, it can just include those that you wish to write back. For example the screen shot below shows a budget upload sheet where we only want to upload budgets for the last 3 periods of the year.


The screenshot shows an Excel spreadsheet with the following data:

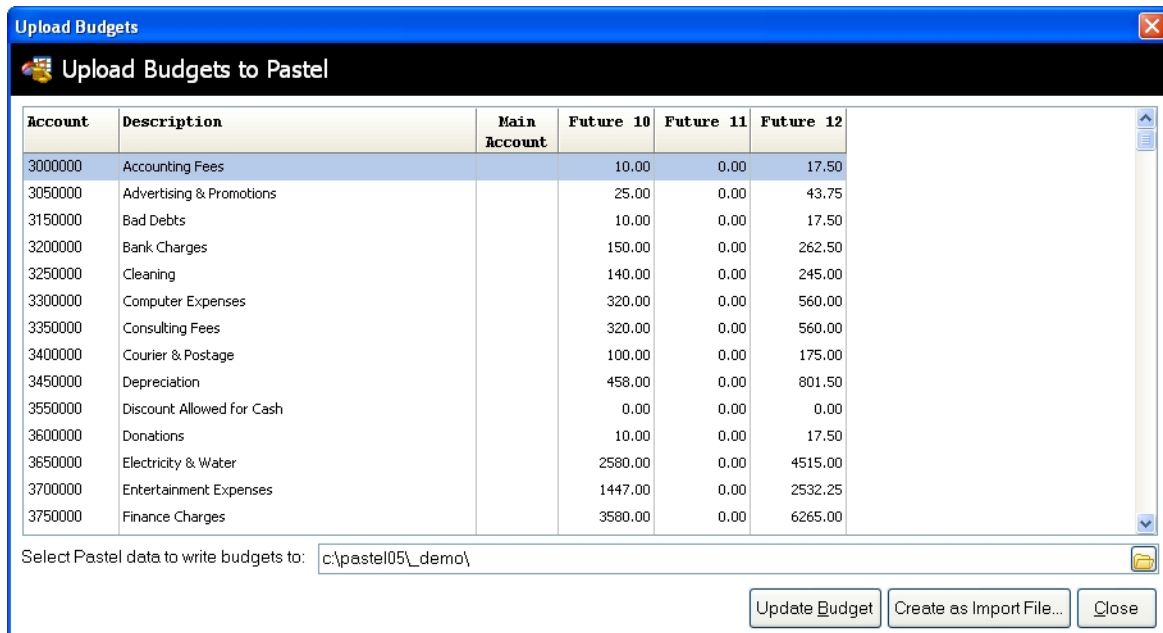
	A	B	C	D	E
1	This is an example of uploading a budget set back to Pa:				
2	The system will allow you to update budgets for sub acco				
3	If a column is not defined then the budget value will n				
4	Budget columns must be defined as Month 1 - Month 13 fo:				
5					
6			The values entered can be e		
7	Account	Description	Month 10	Month 11	Month 12
8	3000000	Accounting Fees	10	0	17.5
9	3050000	Advertising & Promotions	25	0	43.75
10	3150000	Bad Debts	10	0	17.5
11	3200000	Bank Charges	150	0	262.5
12	3250000	Cleaning	140	0	245
13	3300000	Computer Expenses	320	0	560
14	3350000	Consulting Fees	320	0	560
15	3400000	Courier & Postage	100	0	175
16	3450000	Depreciation	458	0	801.5
17	3550000	Discount Allowed for Cash	0	0	0

5.2.1 Selection Region to Write

Once you have created your spreadsheet and the required lines have been captured, you should then select the region to import. This region **MUST** include the column headers and all the data budget rows that you require writing to Pastel.

Account	Description	Month 10	Month 11	Month 12
3000000	Accounting Fees	10	0	17.5
3050000	Advertising & Promotions	25	0	43.75
3150000	Bad Debts	10	0	17.5
3200000	Bank Charges	150	0	262.5
3250000	Cleaning	140	0	245
3300000	Computer Expenses	320	0	560
3350000	Consulting Fees	320	0	560
3400000	Courier & Postage	100	0	175
3450000	Depreciation	458	0	801.5
3550000	Discount Allowed for Cash	0	0	0
3600000	Donations	10	0	17.5
3650000	Electricity & Water	2580	0	4515
3700000	Entertainment Expenses	1447	0	2532.25
3750000	Finance Charges	3580	0	6265
3800000	General Expenses	320	0	560

Once you have **Selected** the required data and column headers press the **[Update Budgets]**  button to display the import screen.



The grid will be loaded with the data that you wish to load, along with the budgets that you are writing back.

Select Pastel data to upload write budgets to: Enter or select the Pastel data

that you are writing the budgets back to. The system will retain this company directory for later use.

Once you have selected the data, press the **[Update Budget]** button to start the write-back process. The system will first validate the account numbers entered and ensure that you have not specified any main accounts. If any accounts are incorrect then you will be informed and the update will be stopped.

If all accounts are valid then the selected budgets will be updated.

Create as Import file: If you just wish to create an external file that can be used to import a budget set at a later stage then press this button. As Pastel only imports one budget set at a time, you will be given the chance to select which budget set you wish to update as well as a filename to create.

NB: If you do not specify a period in your selection range then the import period will be set to a zero value.

Please also not that Pastel does not have ability to import last year budgets

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● where software sets you free