What's **New?**

Sage Fixed Assets 2012.1

sage

Welcome to the new Sage Fixed Assets!

Sage Fixed Assets software has undergone an extraordinary set of changes over the past few years, resulting in a product that is easier to understand and use than ever before. in conjunction with changes that are taking place around the world at Sage, we have changed the names of our product solutions. For your convenience, the table below lists the previous name and new name of each application:

Previous Name	New Name
FAS 50 Asset Accounting	Sage Fixed Assets - Lite Depreciation
FAS 100 Asset Accounting	Sage Fixed Assets - Depreciation
FAS 500 Asset Accounting	Sage Fixed Assets - Premier Depreciation
FAS 100 Asset Inventory	Sage Fixed Assets - Tracking
FAS 500 Asset Inventory	Sage Fixed Assets - Premier Tracking
FAS 100 CIP Accounting	Sage Fixed Assets - Planning
FAS 500 Asset Accounting	Sage Fixed Assets - Premier Planning
FAS Report Writer	Sage Fixed Assets - Reporting

Sage Fixed Assets 2012.1 is a culmination of months of development and collaboration not just with the Sage development team but also with customers like you. Through extensive usability testing, we reached out to Sage Fixed Assets customers to ensure the new look and feel of Sage Fixed Assets 2012.1 is not just pretty, but also highly functional and intuitive. We hope you're as excited about it as we are and that you will be amazed at the sheer number of exciting new enhancements available in Sage Fixed Assets 2012.1!

This is our largest release ever with numerous exciting changes, including:

Sage Fixed Assets - Depreciation and Sage Fixed Assets - Tracking

- New easier to use layout that put the tasks you do most often right at your fingertips.
- Improved usability with more drag and dropping, easier customization, and instant access to information you need.
- Expanded search and replace capabilities with wildcard search capabilities.
- Numerous features to make it faster and easier to get your job done.
- Improved import feature lets you update general information field changes to assets.
- New Reports and System Administration areas let you focus on these important tasks.
- Informative new Assistance Center that goes beyond mere Help to give you best practices and advice from industry experts.

Sage Fixed Assets - Depreciation

- New Global Task Manager feature lets you automate depreciation and reporting events across multiple companies. (Sage Fixed Assets - Premier Depreciation only)
- Informative cross-orginization utility reports give you instant insight into security settings, organization/ entity set-up, system customizations, asset history, and much more. (Sage Fixed Assets - Depreciation and Sage Fixed Assets - Premier Depreciation only)
- Improved disposals and transfers processing with a new Transactions tab make processing even easier.

Sage Fixed Assets - Tracking

- Simple inventory process map walks you step-by-step through conducting a fixed asset inventory.
- Improved integration with Sage Fixed Assets - Depreciation to share more information and common ways to accomplish tasks.
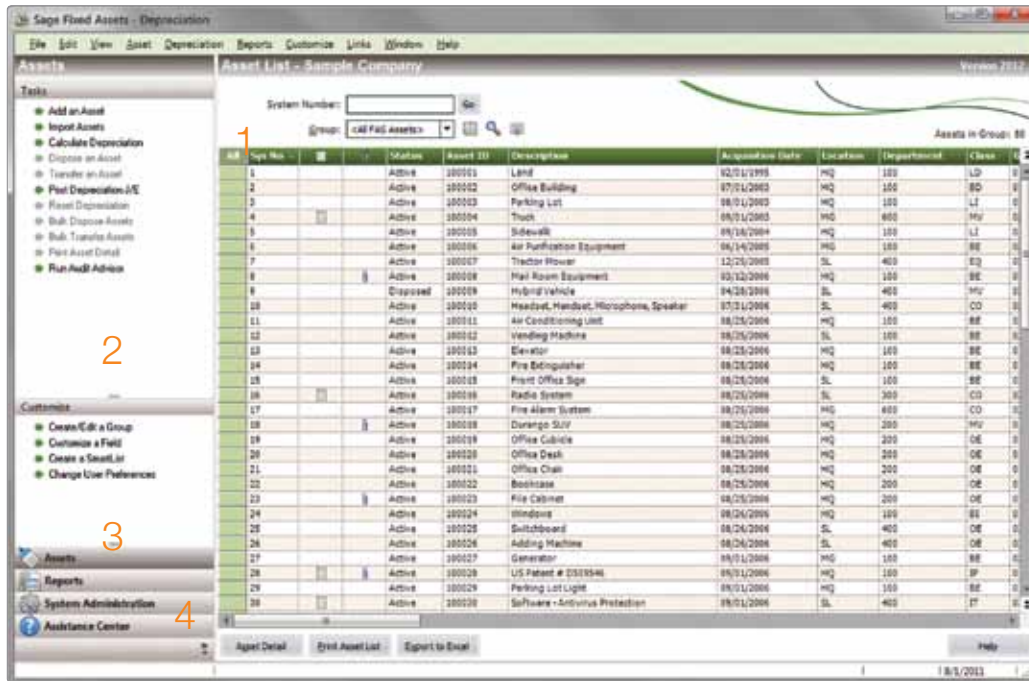
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Navigating the New Sage Fixed Assets

The first thing that you will notice about the new Sage Fixed Assets - Depreciation and Sage Fixed Assets - Tracking is that there is a completely new look and feel. Now the product is even easier and faster to use.

New Screen Layout

1 I am sure you will notice is that there is a new Navigation pane to the left of the working area. This pane will contain many useful quick links to help perform tasks quicker and easier than ever before.

Let's start at the bottom of the Navigation pane with the main areas of the product—Assets, Reports, System Administration, and Assistance Center. In Sage Fixed Assets - Tracking you also have an Inventory area. Click on any one of these to see an entire area designed around that function. Here's what each is for:

2 In the Tasks area you will find a list of the most commonly performed tasks for each screen. No more need to search through menus or find buttons because all your most frequent tasks are at your fingertips.

3 Customize is a collection of links to help you customize your Sage Fixed Assets product to suit your needs.

4

Area	Purpose
Assets	Manage and edit your asset information
Reports	Report on assets you are tracking
Inventory	Conduct new or manage existing inventories (FAS Asset Inventory only)
System Administration	Manage your company/organization and security information
Assistance Center	Find answers and learn best practices to improve your fixed asset management

If you find that you do not wish to use this Navigation pane you can hide it to restore a more classic feel to your Sage Fixed Assets product.
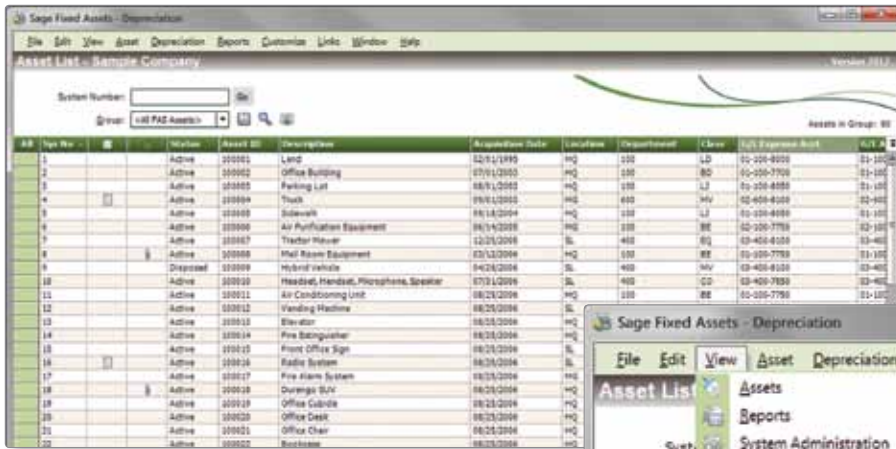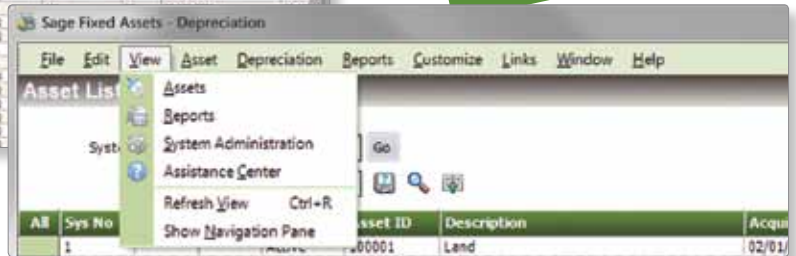
Just a Right-Click Away

In addition to using the new Tasks area or the old reliable menu bar, you can now simply right-click to select many of your most common tasks. When you are in any of the main working areas simply right-click to get a list of the most common tasks for that area.

- **Add Asset** takes you to a new Asset Detail screen to start entering your new asset.

- **Edit Asset** navigates you to the Asset Detail screen with the currently selected asset already loaded.

- **Print Asset List** will print the currently displayed list of assets.

- **Print Asset Detail** will print the detail for the currently selected asset.

- **Select All** will automatically select all assets currently displayed in the list.

- **Unselect All** will deselect all assets if you had more than one selected.

- **Freeze Column** will "freeze" the currently selected column and everything to the left of it so that when you scroll to the right to find additional information these columns will remain.

- **Unfreeze Column** will remove a freeze column if one was selected.

- **Sort By** will sort the list of assets on the column based on the current field selected.

- **Restore Group Sort** will remove any sorting previously applied and restore to the default sorting.

- **Restore Default View** will remove any customizations performed on the grid and restore the grid to its defaults.

- **Customize Fields** will launch the customizing fields dialog and allow you to customize the currently selected field within the product.

- **Refresh Asset List** is one of several ways you can refresh the data displayed.

- **Hide Navigation Pane** will hide the Tasks and Function panes on the left side to provide more viewing room for the grid.

Quick Column Reordering

Reordering columns couldn't be easier—just drag and drop! Simply click on any column header in the Assets working area and drag it to a new position.

Freeze/Unfreeze Columns

You can also now freeze and unfreeze columns, just like with a spreadsheet. Just click on a column header and then right-click and select Freeze Column. That column and everything to the left are now frozen in place. To remove it simply right-click again and select Unfreeze Column.

Assets

Asset List

The Asset List view is what was previously referred to as Group View and is simply the listing of all the assets or a grouping of assets you are tracking. You will notice this screen utilizes a familiar grid format for ease of data management. Now you can drag and drop columns to order them, as well as resize them, and freeze/unfreeze columns.
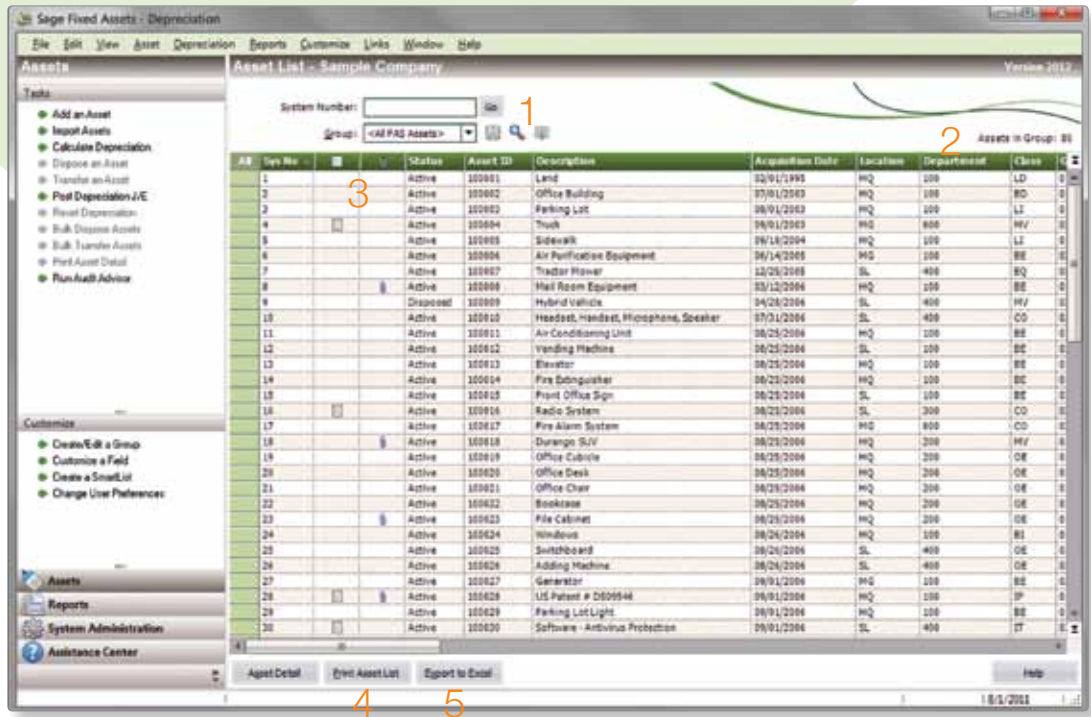

1 With the new Search and Replace functions finding and making changes to your assets will be a breeze, including the ability to do wildcard searches.

2 Ever wonder how many assets are in the group you are looking at? That's why we added a quick tally of the assets.

3 Looking for that image or the note? New icons will let you know if there is a note (notepad icon) or image (paperclip icon) attached.

4 Printing the Asset List just like you see on your screen can now be done with the click of the Print Asset List button. You can even select print options and add a header.

5 Maybe you don't just want a printed copy, you want the information you see in Asset List in Excel so you can make some changes. Just click on the Export to Excel button.

Find and Replace

We have made major improvements to the Find and Replace feature. To start, just click on the Magnifying Glass icon next to the Group pull down menu. From here you will be able to choose the field you wish to search through and what entry you wish to search for.

With this redesigned feature you can now:

- Perform wildcard searches by using extended searching criteria. For example, looking for "System" and choosing "*contains*" will return Computer System and Security System Software.

- Forget about capitalization. Searches now work regardless of being uppercase or lowercase.

- Search and Replace fields support customized field masks and SmartLists.

- You can step through search results and make necessary changes without the results going away.

- Search on any of your book fields. (In Sage Fixed Assets - Depreciation only)

- See results in a temporary group based on the search criteria. This temporary group can even be saved as a new group.
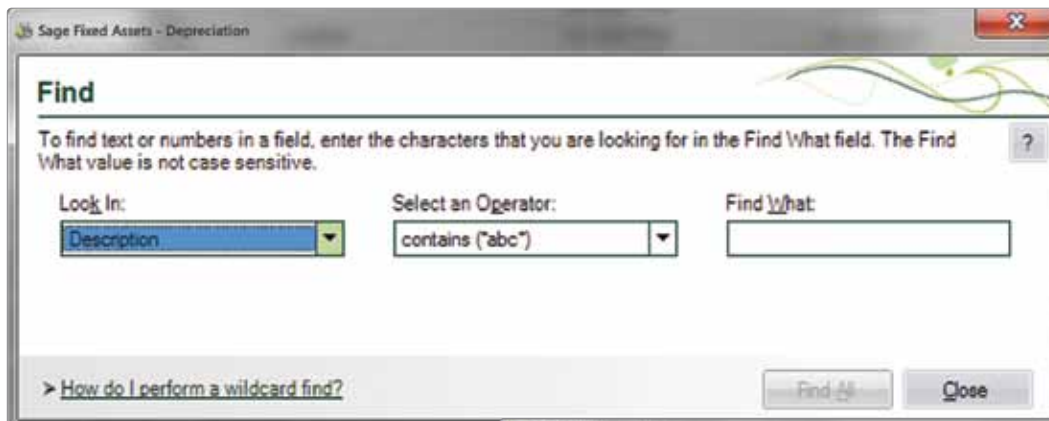
In this example we are searching for assets that contain "System" in the title and that search produces the
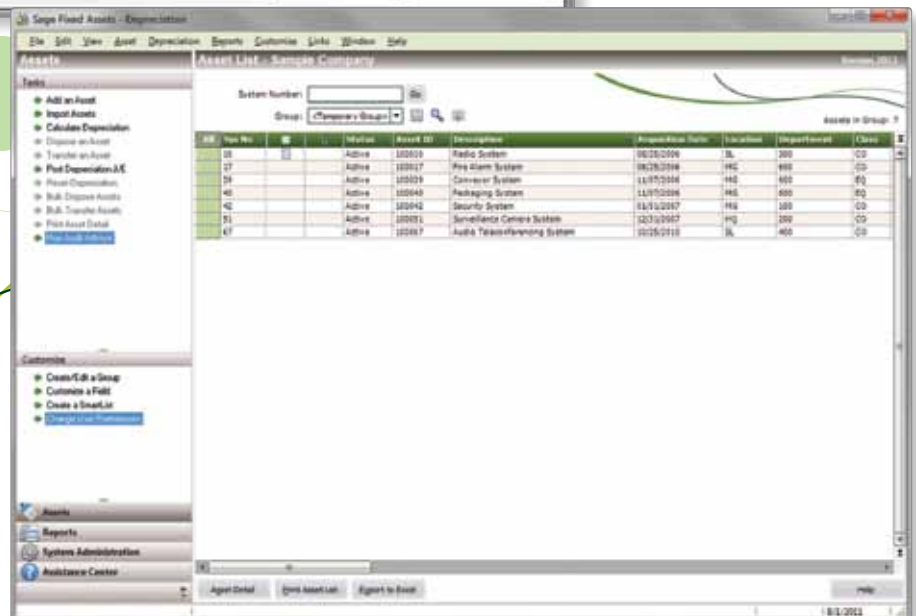
Asset Detail

What previously called Detailed View is now simply Asset Detail and you're going to love it! It's even easier to use and we have refined and improved it to make getting the job done and finding the information you need even faster.

First, you will notice the list of your most common tasks has been updated in the Tasks area in the Navigation pane on the left. From here (or from the menu bar) you can run a quick projection, dispose of an asset, or calculate deprecation with just a click.

On the Main tab, you will notice you can resize the area you are working in for maximum visibility. Now any required field will be in bold, as well as the five critical depreciation fields.

In Sage Fixed Assets - Depreciation, you may notice some slight differences in the book fields as well. The Acquisition Date is now the book field area. All calculated fields will display in blue to help you find the numbers you are looking for quickly.

Two new custom date fields have been added.

Transaction Tab

"Where are the Disposal and Transfer tabs?" We have combined them into a single tab now called the Transactions tab. In Sage Fixed Assets - Depreciation, this tab gives a much better view of the disposal and transfer transactions that your asset has gone through. It shows the transactions in a chronological format, giving you a complete timeline of partial and full disposals and transfers. You can also easily undo your last disposal or transfer transaction by clicking on the Delete Last Transaction button.

History

The History tab has also been redesigned to make the information easier to read and find. Just click on any of the column headers to sort history by that field. By double-clicking on any line you can see any relevant detail, such as a field being changed from value A to value B.

If you own both Sage Fixed Assets - Depreciation and Sage Fixed Assets - Tracking you will notice that you can now see history information across both programs. And, we added a field in the History tab called Source Application that will show you in which product the history was changed.

Notes

How could Notes get any better? Now they are secure. Once you enter a note you don't have to worry about someone else changing it. Notes are stored safely and securely in the database giving you a reliable audit trail.
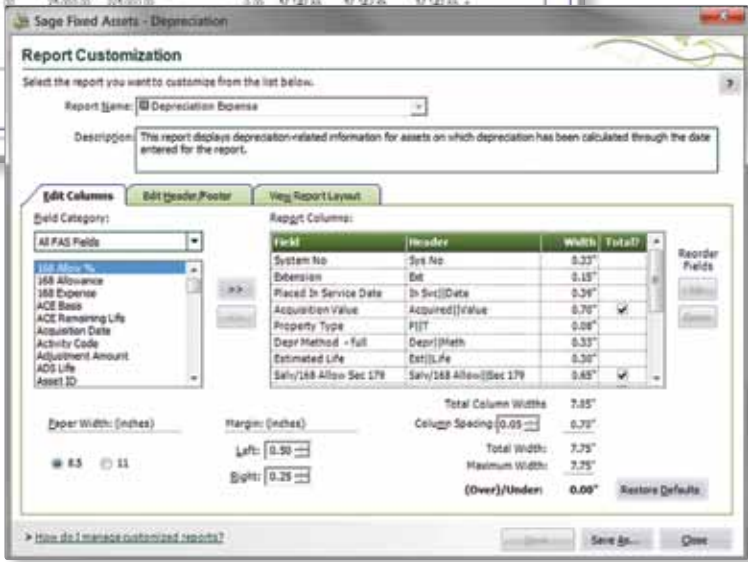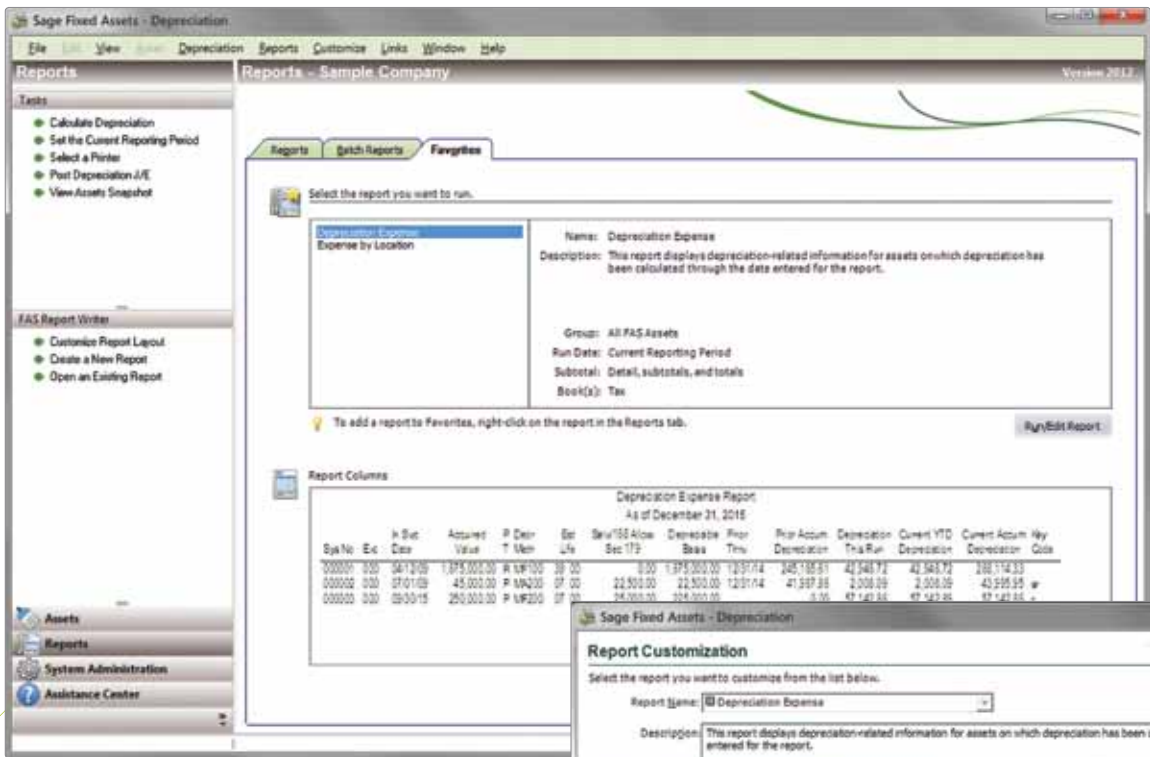
Reports

Let's move on to the Reports area. Here, all the reports are in one convenient place where you can view, run, and edit the reports at your leisure, including Standard, Custom, and Batch reports.
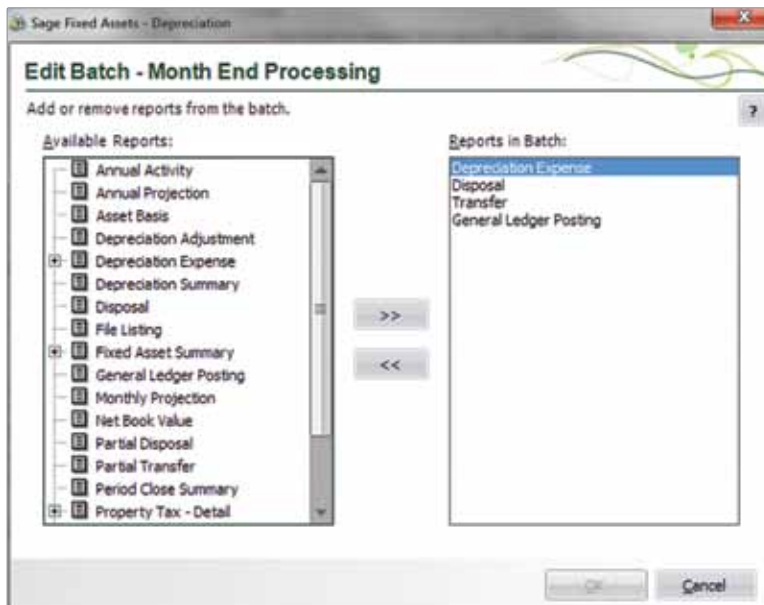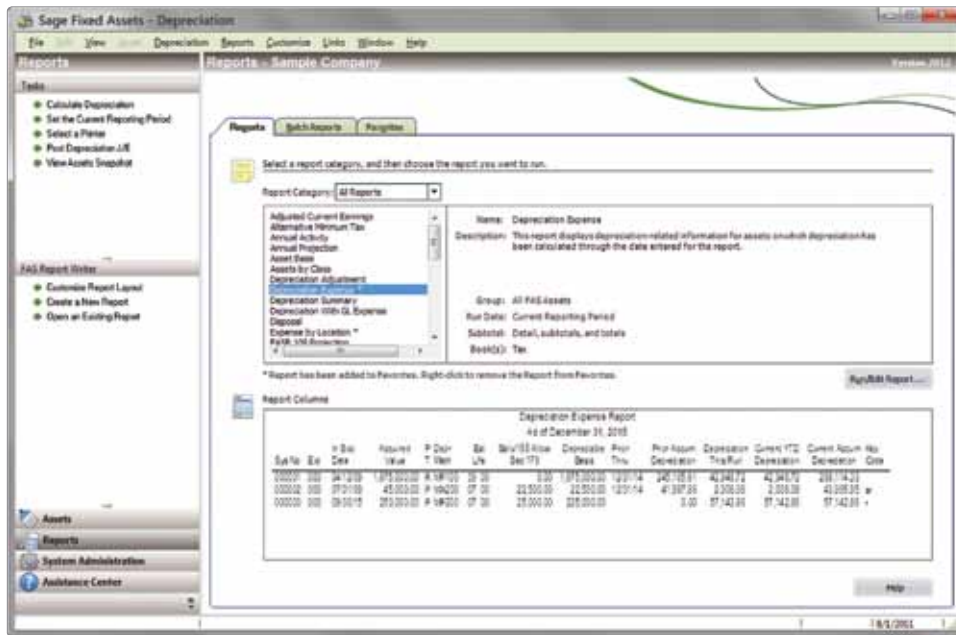
Batch Reports

With Batch Reporting you can create a bundle of reports that can be run daily, weekly or monthly together to save you time from having to run each report independently. Create batches of reports for your month-end close or end-year processing.

Favorite Reports

Find yourself running the same reports frequently? Just mark it as a Favorite and you will always have it available at your fingertips. No more searching through lists of reports, just click on the new Favorites tab to see all your most commonly used reports.

System Administration

The new System Administration area allows for easier navigation and maintenance of the product. All administrative functionality is now available in one convenient location. From here you can quickly choose to backup your data or modify your security settings.

Update Assets Via Import

Importing assets is even better and more powerful. In addition to adding new assets you can now update general information on existing assets. This is a fantastic new feature for making changes to general information fields on many assets at once that was previously only available in Sage Fixed Assets - Tracking. But, please remember to make a back-up of your data first. This feature is so powerful you could change thousands of assets with a single import.

In the convenient import wizard you can now select the Import Type. New Asset is used to create new assets. Update Asset will modify the general information on an existing asset according to the import file based on System Number.
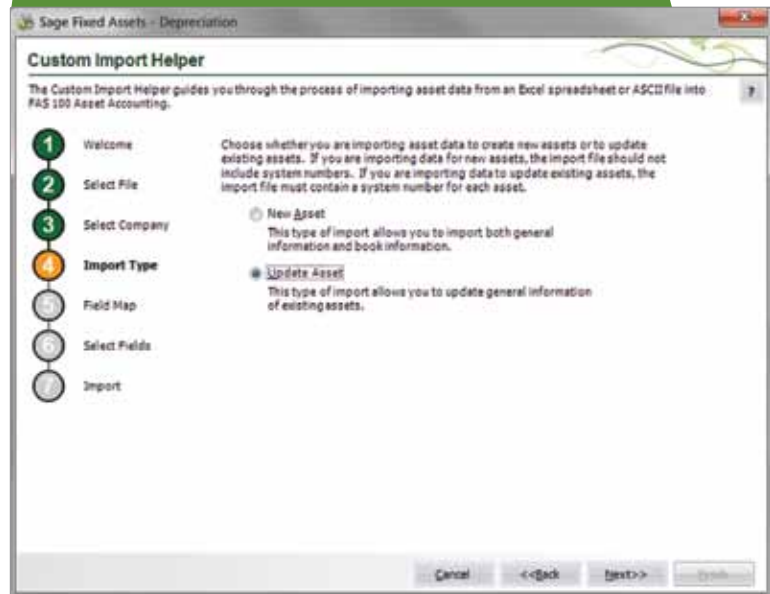
New Global Task Manager

Do you have multiple companies/organizations in Sage Fixed Assets - Depreciation? Sage Fixed Assets - Premier Depreciation now has a great new time-saving feature that allows you to automatically calculate depreciation and generate reports across multiple companies/organizations, even when they are in different databases. Global Task Manager can change your month-end process from a laborious process to a single mouse click, potentially saving you hours of time.

Here's how it works. Global Task Manager allows you to define custom batch jobs where you select the events you want to occur and the order you want them to occur in. For example, you may want it to calculate depreciation, run the Depreciation Expense report, and then run the Disposal report. Next, you just select the companies/organizations that you want to run these events for. You can select one organization or hundreds of them in the same or different database.

When you're ready, a simple click of the mouse processes all of the events. You can go on to other work and let the system do the work for you. Reports will be sent to a printer and/or saved to Adobe Acrobat (.pdf) or Crystal Reports (.rpt) formats. When it's done a summary report is automatically displayed.
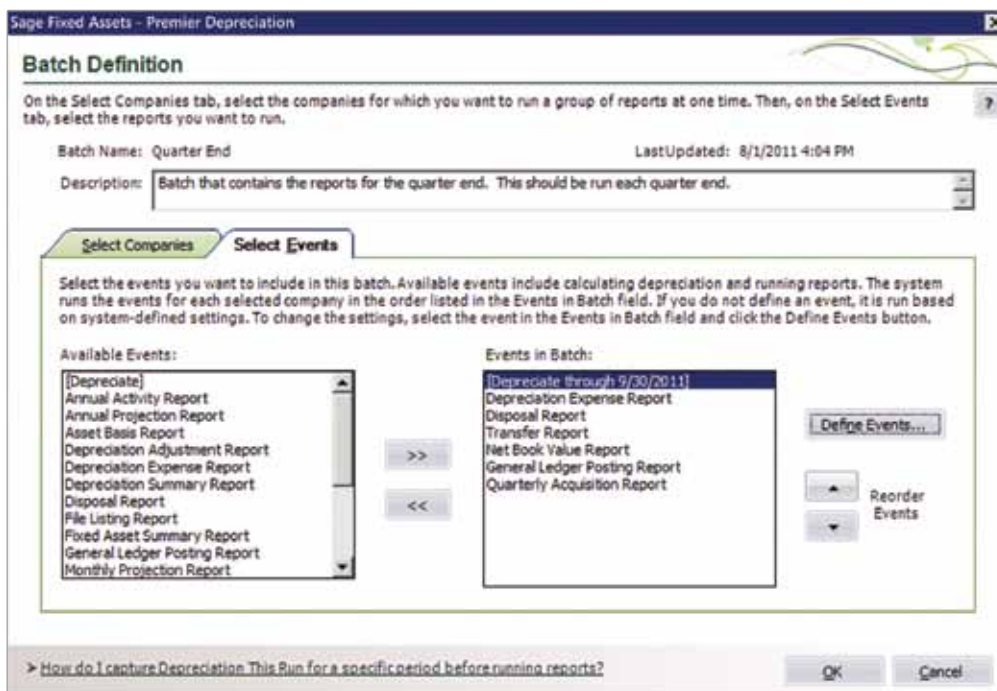
This feature is only available in Sage Fixed Assets - Premier Depreciation.

Don't have Sage Fixed Assets - Premier Depreciation?

Contact your Sage Fixed Assets Sales Account Manager by phone at 800-368-2405 or email FixedAssetSales@Sage.com for information on upgrading.

Utility Reports

Utility Reports, previously called FAS Compliance Advisor, includes some extremely useful product administration and security reports. The FAS Utility Reports, accessed from System Administration, are a series of reports that provide system configuration information. These reports are beneficial when there is a need to report on certain compliance standards whether it be security or audit related.

There are reports for almost everything! Need a list of who has access to your system and what privileges they've been given? Need to print history across multiple assets? Want to know how each of your companies/organizations is set up? These reports are available and much more, including:

Asset Reports

Asset Group Definitions

Asset History Events

General Ledger Codes in Use

History Setup

SmartList Field Entries

Template Listing

Company Reports

Company Setup

Customized Reports

Listing

Database

Company Summary

Security Reports

Company Access by User

Company Profile

Assignments

Company Profile Definitions

Security Status

System Access by User

System Profile

Assignments

System Profile Definitions

Running reports is fast and simple with the convenient Utility Reports wizard. Just select which report you want to run and for which companies/organizations. It's that easy.

NOTE: If you previously installed Compliance Advisor, please uninstall it to use the new Utility Reports instead.

Assistance Center

The new Assistance Center goes so far beyond mere Help it's like getting a fixed assets Ph.D. The Assistance Center doesn't just give you help with product functions but provides advice on industry terminology, best practices and reasons why you may want to choose one option over another. Within this new Assistance Center you can find additional Sage and industry resources as well as useful contact information. Visit the Assistance Center to see what is new and changing in Sage Fixed Assets - Depreciation and how to take full advantage of the many features and enhancements.

Having help when you need it is great. What's even better though is having the option for help and not having to go look for it. Your Sage Fixed Assets product now has help topic links listed on almost all of our menus and windows that we think will help guide you and answer the questions you may have.
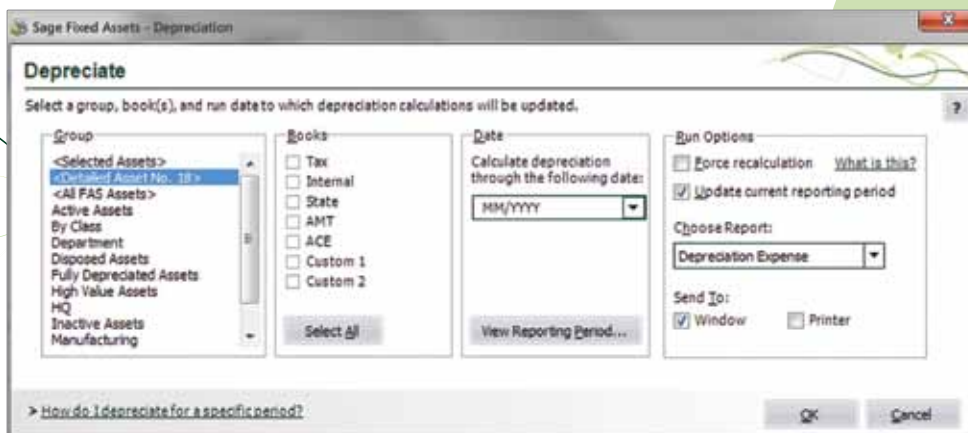

Take the Depreciation function, for example:

Here you will see a help option for, "How do I depreciate for a specific period?" This is just one example of the many places these convenient links are now available.

Sage Fixed Assets - Tracking

Within Sage Fixed Assets - Tracking you will now notice that you have an Inventory view option. This view will walk you through performing a physical inventory. We take you step by step through starting, conducting, and reconciling your inventory. Just follow the steps clicking on each task to complete it. What could be simpler than 1-2-3?
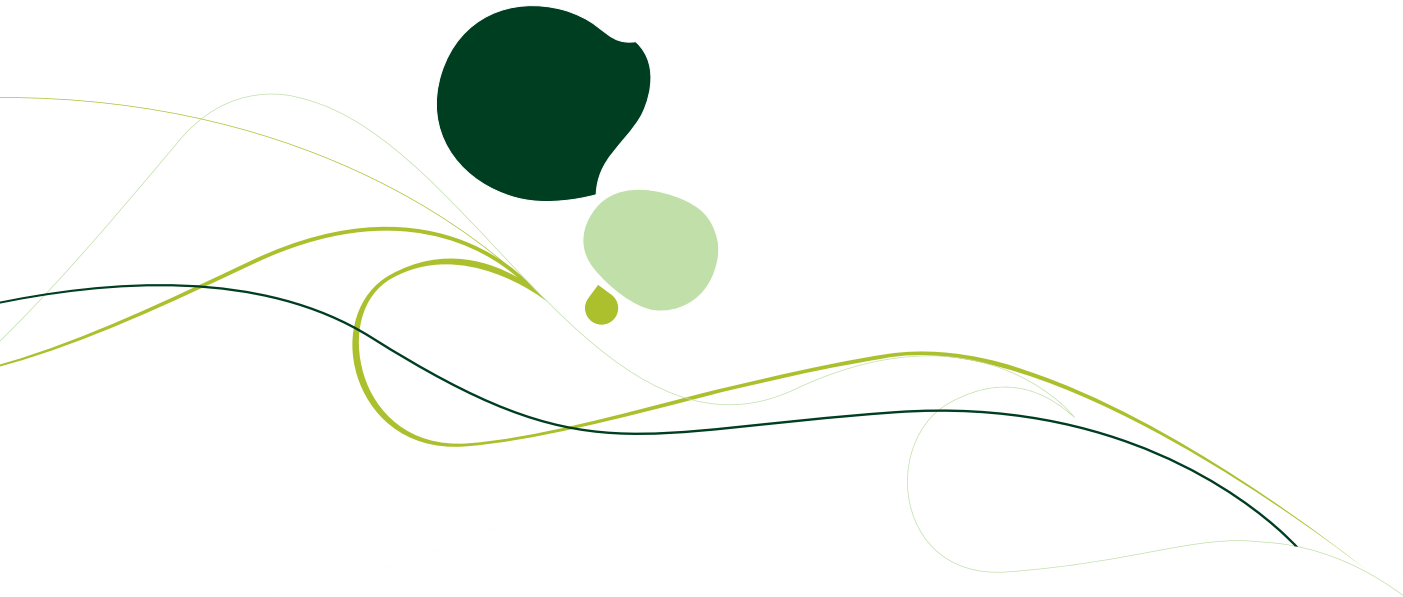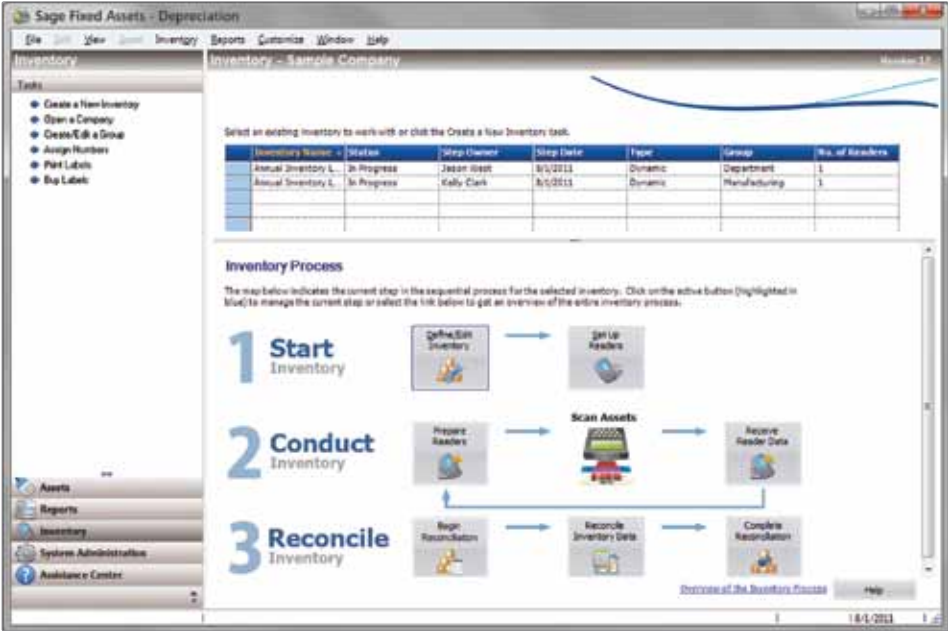
Tax Law Updates

We have updated the Sage Fixed Assets program to comply with the latest tax law changes:

- **Updated Tax Forms:** The 2012.1 tax udate includes the updated IRS Form 4562 – Depreciation and Amortization for 2011.

- **Updated Tax Limits:** The 2012.1 tax update complies with the scheduled updates to the Section 179 limits and luxury auto limits.

- **Updated Sec 179 Limits for Qualified Disaster Zone Property:** The 2012.1 tax update includes Section 179 dollar limits for the Qualified Disaster Zone.

- **Updated Audit Advisor:** We have updated Audit Advisor to check for real property that may be qualified for the Section 179 expense deduction.

Updated Tax Forms and Worksheets: The IRS changes many tax laws each year. As a result, the corresponding tax forms and worksheets may change moderately or significantly. Sage Business Care members receive the updated forms and worksheets each year as part of the annual tax update; enabling them to get the greatest savings and most benefit from the recent tax law changes.

This year, the IRS Form 4562 – Depreciation and Amortization has been updated for the 2011 tax year.

To run the tax forms and worksheets:

- Calculate depreciation through the end of the fiscal year.

- Select Tax Forms and Worksheets from the Reports menu.

- Select the desired tax form or worksheet.

- Complete the fields on the dialog box, and then click the Execute button.

Updated Tax Limits: The IRS routinely modifies the depreciation limits for certain automobiles to adjust for inflation and other factors. If you use vehicles in your business, these changes can have significant tax implications.

Luxury Auto Limits: The depreciation limits in effect for automobiles placed in service in 2012 are as follows:

Year 1: $11,160*
Year 2: $5,100
Year 3: $3,050
Year 4: $1,875

* If you elect out of the 168 Allowance for the automobile, the depreciation limitation is $3,160 for the first year.

Light Trucks and Vans Limits: The depreciation limits for light trucks and vans placed in service in 2011 are as follows:

Year 1: $11,360*
Year 2: $5,300
Year 3: $3,150
Year 4: $1,875

* If you elect out of the 168 Allowance for the truck or van, the depreciation limitation is $3,360 for the first year.

Section 179 Limits

The maximum Section 179 limit is $139,000 for assets placed in service in the tax year beginning in 2012. In addition, the maximum cost of Section 179 property that can be placed in service in the year before the phase-out begins is $560,000 for the tax year beginning in 2012.

Increased Sec 179 Limits for Qualified Disaster Zone Property

The Emergency Economic Stabilization Act of 2008 provides for increased Section 179 limits for assets located in a Qualified Disaster Zone. The Section 179 limit for 2012 is $239,000 ($139,000 plus the cost of the Disaster Zone property, limited to $100,000).

Updated Audit Advisor

Audit Advisor helps you locate assets that may not comply with IRS regulations or that may contain incorrect information. When you run Audit Advisor, the system displays a report indicating if any of your assets could be in non-compliance with the IRS regulations. If Audit Advisor finds potential problems with your data, the system creates a group of assets for your review. You can examine each asset in the group and decide if you need to make any changes in the asset data. This could save you the hassle and inconvenience of an audit and potentially save you thousands of dollars in fines and penalties.

This year, we have enhanced Audit Advisor by adding a new validation:

Section 179 for Qualified Real Property. In tax years beginning in 2010 and 2011, you can elect to deduct up to $250,000 Section 179 expense on qualifying real property each year. Specifically the real property must be qualified leasehold improvement property, qualified restaurant property, or qualified retail improvement property. The deduction on real property is subject to the same Section 179 phase-out rules as for personal property and does not apply to nonresidential real or residential rental property.

The Section 179 deduction on qualifying real property is limited to business income. You can carry over a 2010 deduction to 2011 that was disallowed due to the business income limitation; however, you cannot carry over disallowed amounts to tax years beginning after 12/31/11. If your 2010 carryover cannot be deducted in 2011 due to the business income limitation, then the 2010 carried-over amount must be treated as property placed in service on the first day of the 2011 tax year for purposes of computing depreciation.

To get started, just look for Audit Advisor in the navigation pane on the left side or on the menu bar under Depreciation.

How to get this Release

In order to expedite the process of getting the latest version of our solutions to you, Sage Fixed Assets 2012.1 will be available to Sage Business Care members via download only through the new Sage Customer Portal (https://customers.sagenorthamerica.com/). The software will not be automatically shipped to you as in the past.

You may purchase Sage Fixed Assets 2012.1 on DVD for a nominal charge if you wish.

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