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# AGS Advantage

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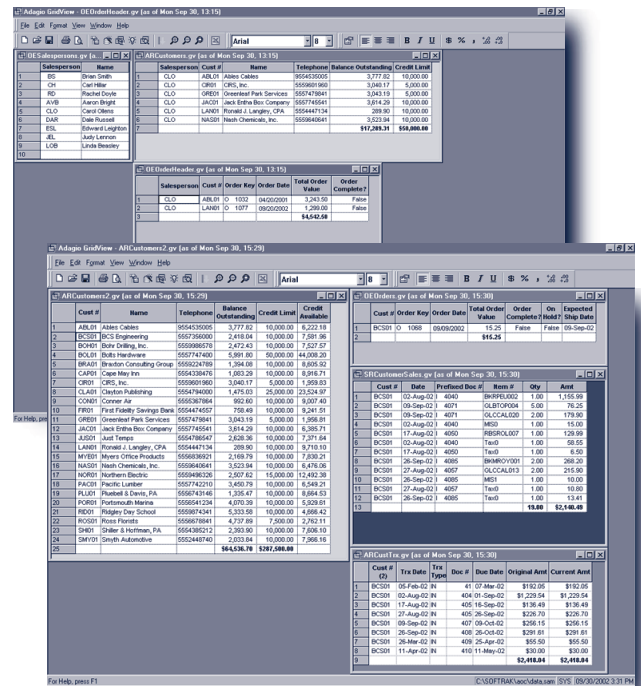
## Poke around in your data easily

**Adagio GridView gives you the power to easily create Views into your valuable Adagio database, something available until now only using more complicated reporting tools such as Crystal Reports for Adagio.**

How do Views work? Each View looks like a spreadsheet, with each row listing one record (e.g. AR Customers), and the columns being the data fields you want to view (e.g. Customer Number, Customer Name, Phone, Credit Limit and Outstanding Balance). You can sort on any column simply by double-clicking on that column, and you can drill down to another View (e.g. OE open orders) simply by clicking on a linked field (in this example the Customer Number whose orders you want to view).

### GridView:

- Reads your Adagio database in real time, so that Views are always up-to-date.
- Does not cause conflicts with other Adagio users, even when they are posting or performing day/period end.
- Does not allow its users to modify data in any way (it's read-only).
- Has security that can prevent its users from accessing restricted data.
- Requires only a minimal knowledge of Windows to use—it does not require knowledge of Adagio or, in fact, any accounting or programming knowledge.
- Exports easily to Excel and HTML.
- **Also reads data from all core ACCPAC Plus™ modules** and leading third party packages such as Inventory Receipts and CounterSales.
- Reads multi-currency data from ACCPAC.
- Allows calculated columns to be included, such as "Credit Available" for AR Customers (Credit Limit minus Outstanding Balance).
- Can filter out records (e.g. AR Customers with no Outstanding Balance).
- Includes Windows formatting and fonts.



### Who needs GridView? GridView is designed with four types of users in mind:

- Adagio users with special inquiry needs—an example is a View of AR Customers with drilldown to related data such as the IC items on that customer's price list, or that customer's OE ship-to locations, or to that customer's sales history from Sales Analysis.
- Non-users of Adagio who need accounting information but are not interested in learning Adagio—this might include the boss or salespeople.
- Those people who need access to your accounting information but, for security reasons, are restricted from viewing all data or from changing any data—this would include your outside accountant as well as certain customers or vendors.
- Users who want to export data into Excel or HTML. 🎵

**Worth Noting**

Plus Community is a website that features a peer-to-peer technical support forum for Adagio and third party compatible products. Best of all, it's free! Check it out at [www.pluscommunity.com](http://www.pluscommunity.com).

# Adagio Technical Tips

## Faster Access to your Adagio

**Did you know you can add information to your Adagio shortcuts to make opening your accounting data quicker (also known as icon property parameters)?**

Edit the shortcut properties by right-mouse-clicking on the program icon on your desktop and clicking Properties and then Shortcut. In the Target field, after the program path and file name, you can include the following:

/uXXX to insert your user ID automatically (where XXX is your user ID)

/pXXX to insert your password automatically (where XXX is your password)

/dX:\YYYY\ZZZZ to insert the data location automatically (where X:\YYYY\ZZZZ is the data location)

/eXXX to insert the data extension automatically (where XXX is the data extension)

Here's an example:

/uSYS /pSYS /dC:\SOFRAK\DATA/ eSAM

Note: If you include all four parameters as above, the login screen is completely bypassed and Adagio is simply opened. But remember, this reduces the security of your system, since anyone can now access your accounting by clicking on your Adagio icon on your machine.

Be sure you are comfortable with this before you proceed!

## Customizing Grids

**You can customize the information that appears on any Adagio grid, including Finders and SmartFinders.**

First, have your Adagio System Administrator enable your user ID to have access to the Column Editor.

Then, whenever you want to change the grid, simply double-click on the grid title and the Column Editor will appear. Add, remove, or sort the fields as you wish. There is a Reset button that will put all fields back to the default settings.

Whatever changes you make are specific for you and will not change these screens for other users.

**This is in Chapter 4 of the Fundamentals manual.**

## Searching by Different Fields

**From PlusCommunity.com...**

**When entering orders into Adagio, we are putting purchase orders into the reference field in OrderEntry. Is there any way to search by fields other than the order number? I would like to be able to search the database for information significant to fields that are filled out at the time of the order.**

You can use the SmartFinder in Adagio to search on virtually any field in the file, including the Reference field in OE Orders.

To set this up, first access the SmartFinder on the Order number field with the F6 key. Next, double-click on the grid title bar (just below the search criteria) to open the Column Editor. If the Column Editor doesn't open, it is because the user setup doesn't have this option enabled. From here, you can add any field onto your grid, including the Reference. If a field is on the grid, it becomes available for searching using the search criteria.

Also with SmartFinder, your search results are saved until you close Adagio OrderEntry, and are also printable. The SmartFinder must be used in this case because the Orders file is not indexed by the Reference field, and finders are not available for non-indexed fields.

## Bypassing Fields

**From PlusCommunity.com...**

**Is there any way to set up Order Entry to step through only specific boxes and steps as the tab key is hit for each entry? Those not intimately familiar with the module could then just tab to specific boxes which are required to be filled for our specific requirements on orders or invoices.**

You definitely can set up Adagio Order Entry to 'bypass' fields from the tab sequence on the order header. In the Group Setup, you can define which fields are 'visited' when tabbing through the fields by selecting the 'Enter on New' checkboxes for the field. There is also a place to define a default value for each field, for those fields that don't need to be accessed and will often or always have the same value.

Because this is defined in the Group Setup, different users can be set up with whichever entry template they require; everybody doesn't have to use the same one.

If you are logged in as the System Administrator (which does not use the Group Security), then you can change the Entry Template from the Maintenance menu. ♪

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