Credit Control Aged Reports.

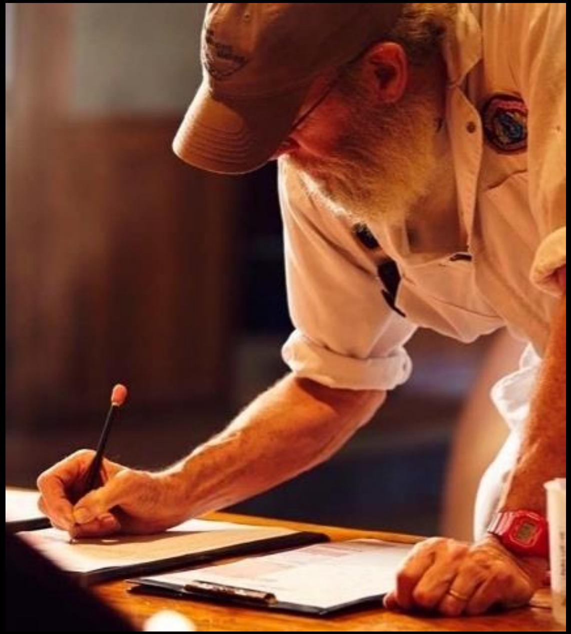
Michael Cox

Duration – 45 mins

Today's webinar starts at 2pm

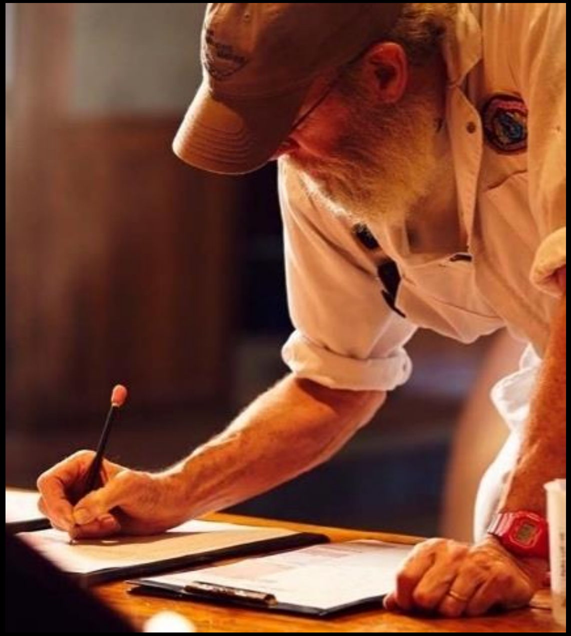
Note: You'll receive an email later today containing links to register for future webinars and to watch recordings.

Sage



Credit Control Aged Reports.

Michael Cox

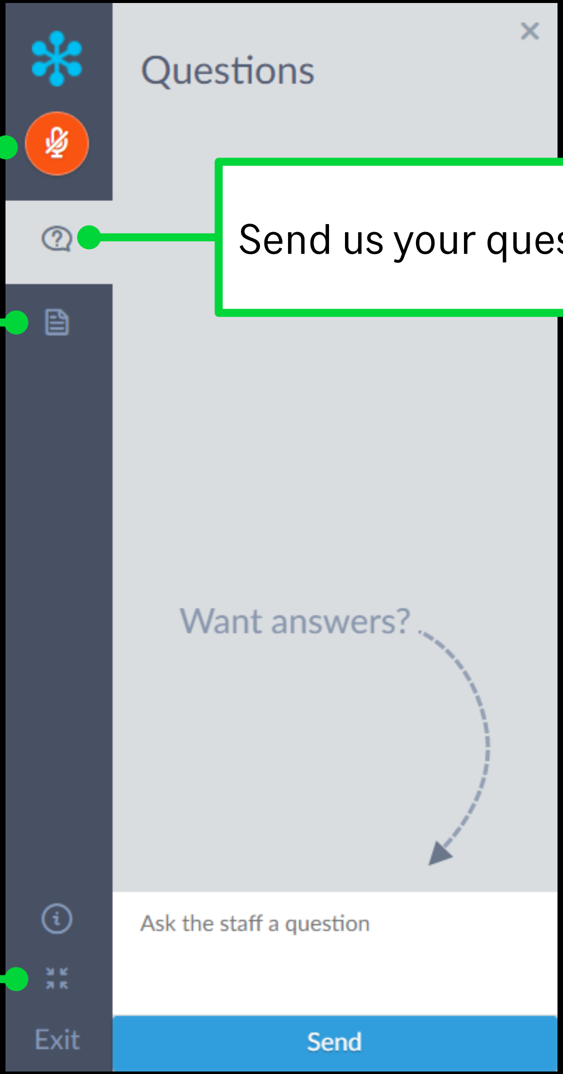


Housekeeping

Your microphone is muted automatically

Download a copy of today's slides

Switch to full screen



Send us your questions

Contents

Aged Reports.

Introduction

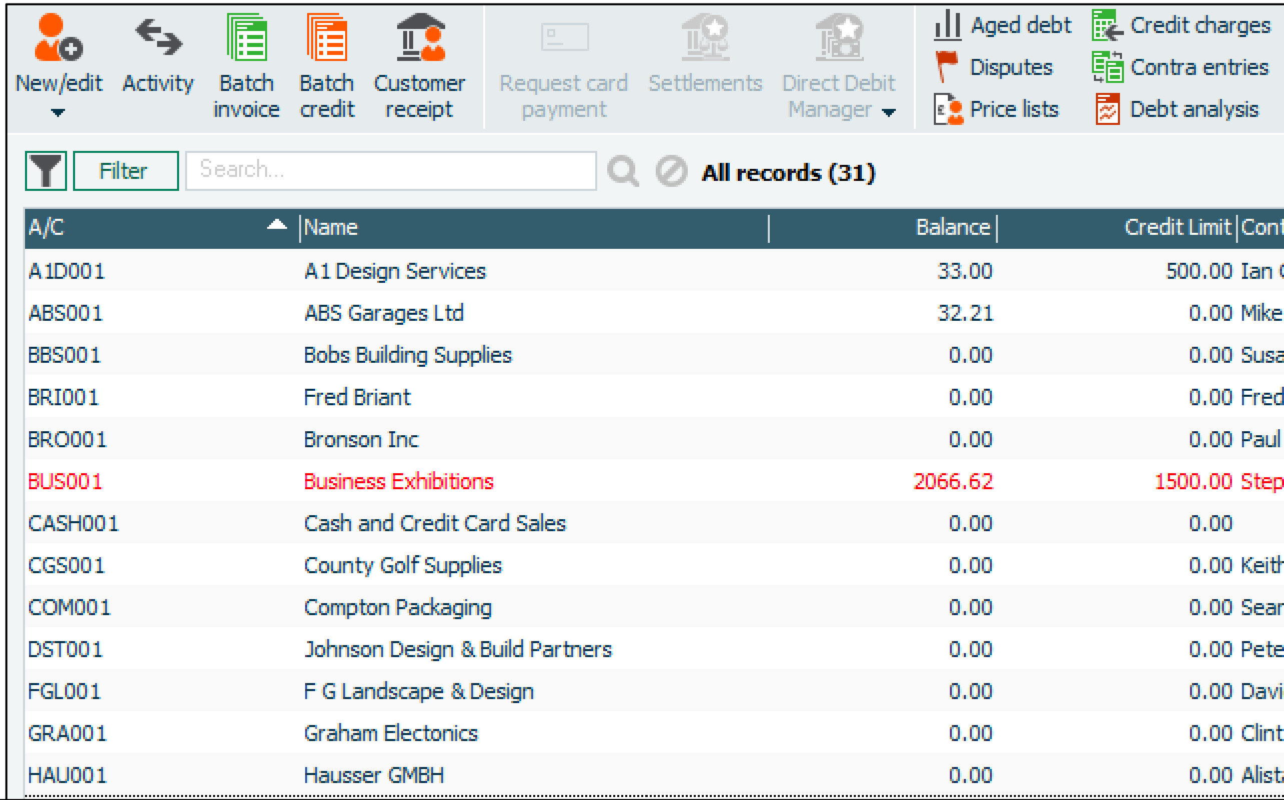
- If you offer credit to your customers the main aim is to ensure you get paid on time.

Understand

- Who owes you money / How much / How old

Customers ledger

- Balance / Credit limit



A/C	Name	Balance	Credit Limit	Cont
A1D001	A1 Design Services	33.00	500.00	Ian
ABS001	ABS Garages Ltd	32.21	0.00	Mike
BBS001	Bobs Building Supplies	0.00	0.00	Susa
BRI001	Fred Briant	0.00	0.00	Fred
BRO001	Bronson Inc	0.00	0.00	Paul
BUS001	Business Exhibitions	2066.62	1500.00	Step
CASH001	Cash and Credit Card Sales	0.00	0.00	
CGS001	County Golf Supplies	0.00	0.00	Keith
COM001	Compton Packaging	0.00	0.00	Sear
DST001	Johnson Design & Build Partners	0.00	0.00	Pete
FGL001	F G Landscape & Design	0.00	0.00	Davi
GRA001	Graham Electonics	0.00	0.00	Clint
HAU001	Hausser GMBH	0.00	0.00	Alist

Aged Reports.

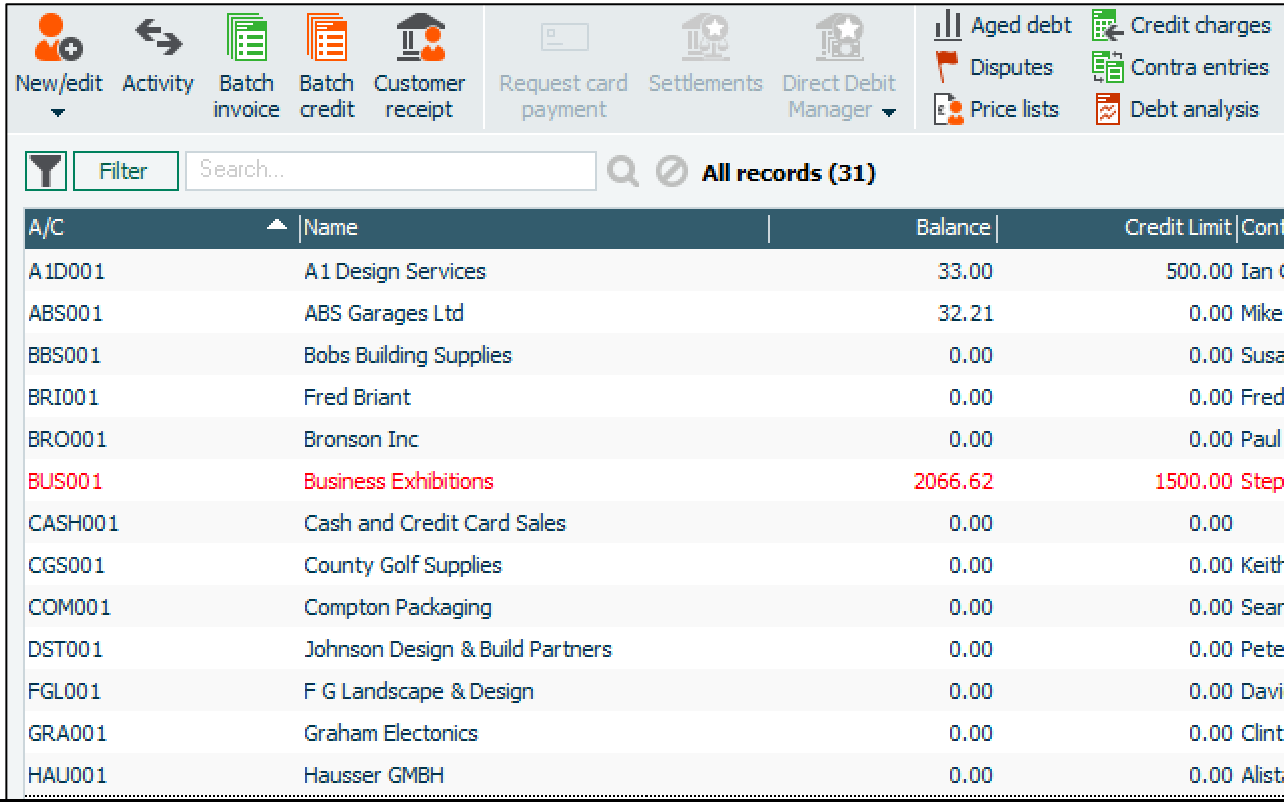
Aged Balances

- Customers > Aged debt
- Customers > Activity
- Customers > Record > Activity

Tip – Real time Aged Balances

- Customers > Chase debt view* > add columns

* Not available in Essentials



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Aged Reports.

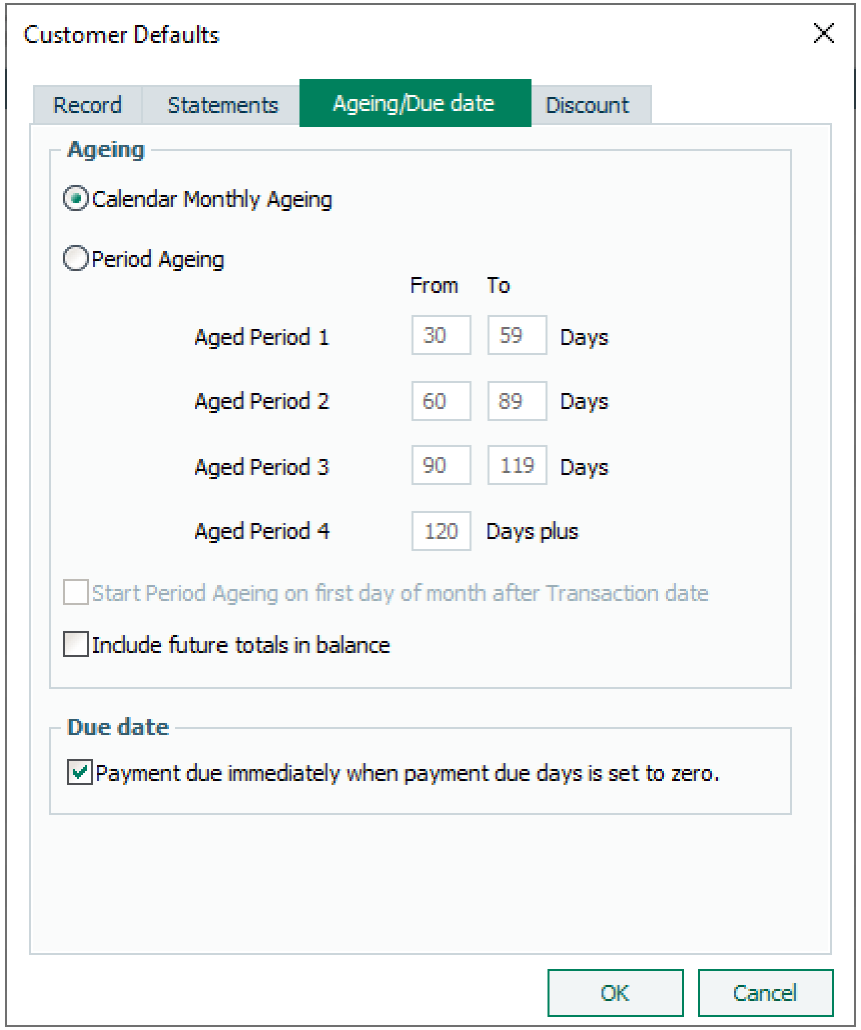
Ageing periods

- Settings > Customer Defaults > Ageing/Due date

Options

- Calendar Monthly Ageing
- Period Ageing

Note: Due date section is a new feature in V28.1

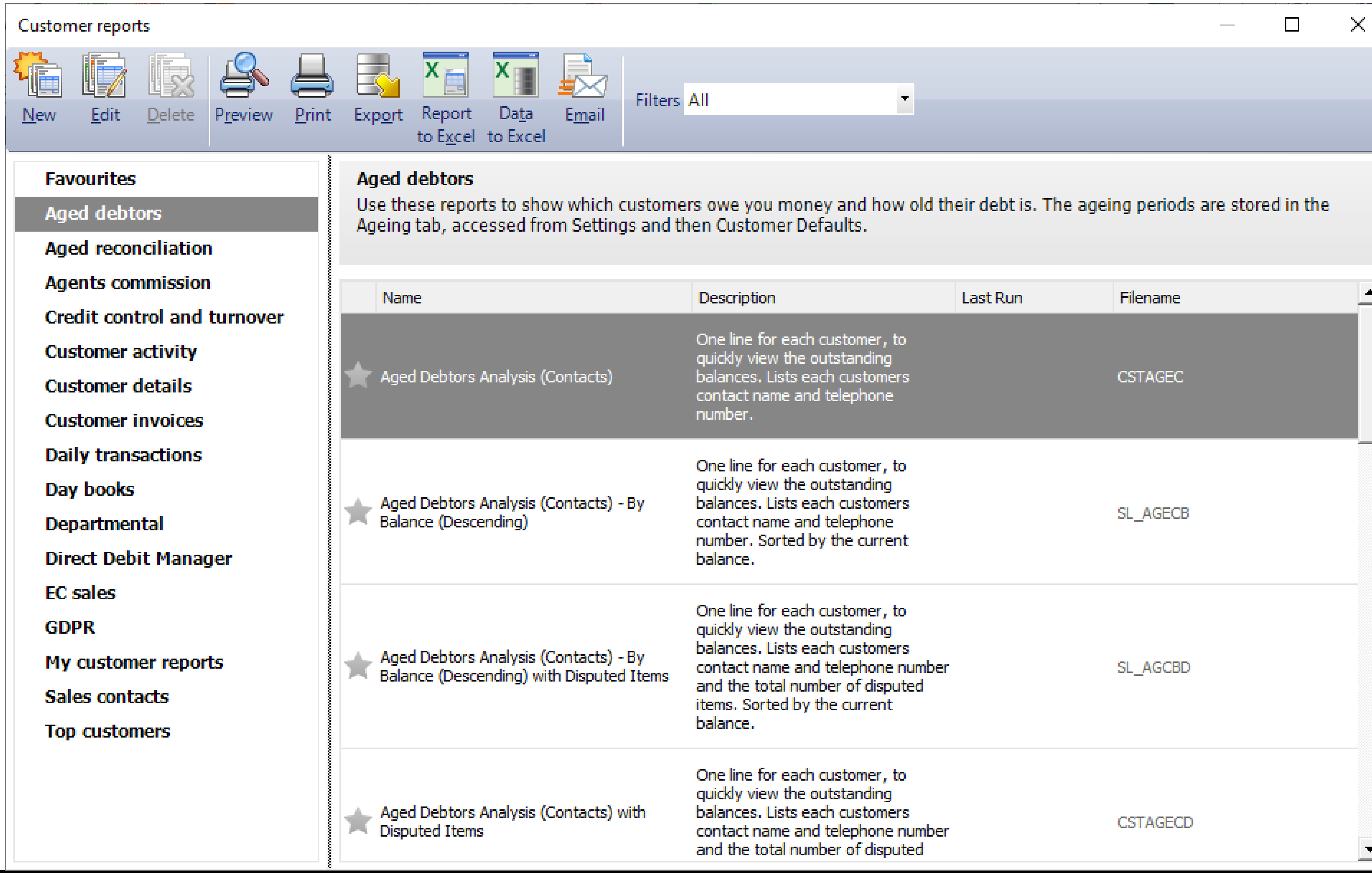


Aged Reports.

Aged reports

- Customers > Reports > Aged debtors
  - Contacts
  - Summary
  -Detailed
  - Drillable

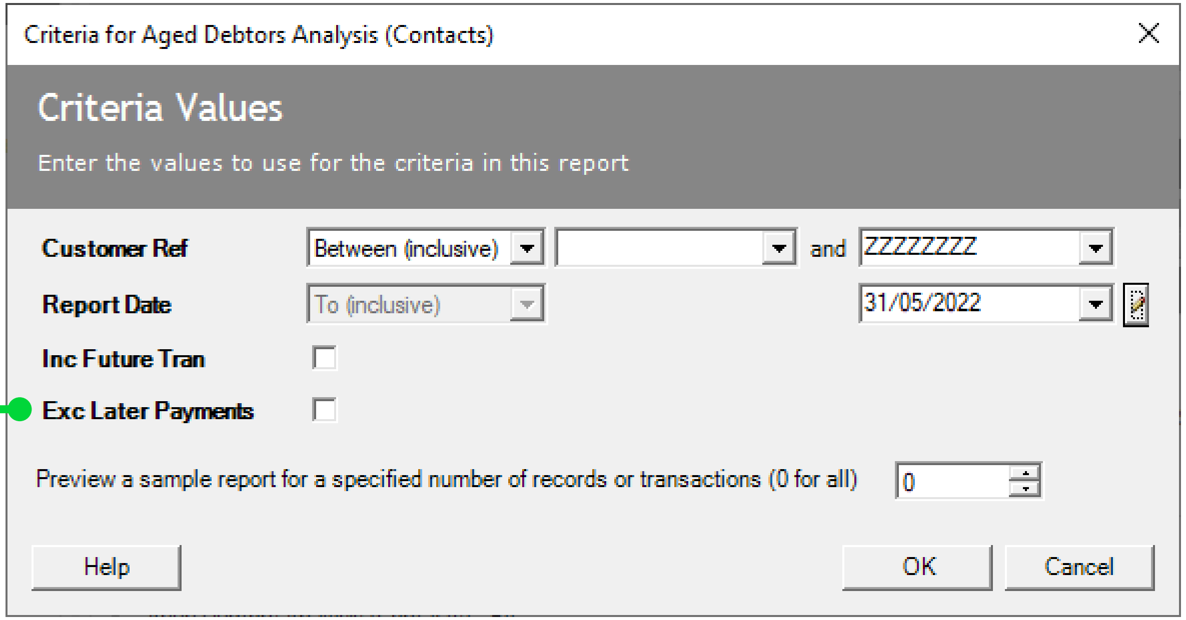
Tip: Use Favourites



Aged Reports.

Retrospective reporting

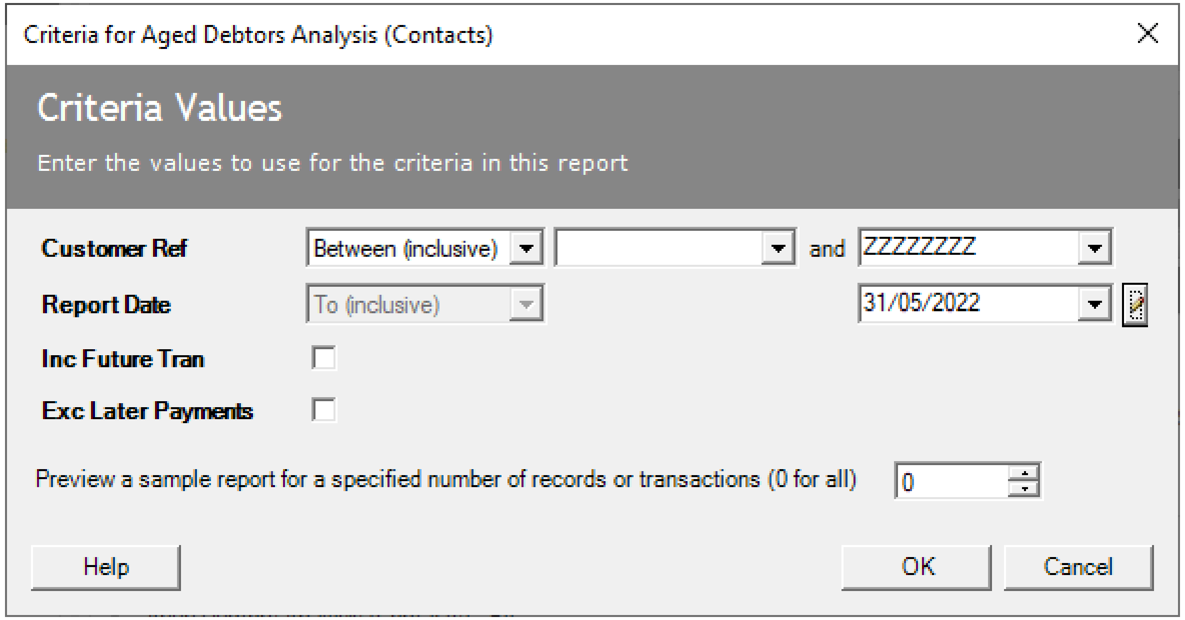
Calculate what was outstanding at the Report Date



Aged Reports.

Retrospective reporting

Transaction	Date	Amount
SI	21/05/22	100.00
SR	10/06/22	100.00



Exclude Later Payments

- Not selected – Debtors = £0
- Selected – Debtors = £100

Aged Reports.

Common queries

- Why do customer with zero balances appear on the report?
- Why are total debtors different to my:
  - Nominal codes > Debtors Control Account
  - Trial Balance
  - Balance Sheet

Help Centre

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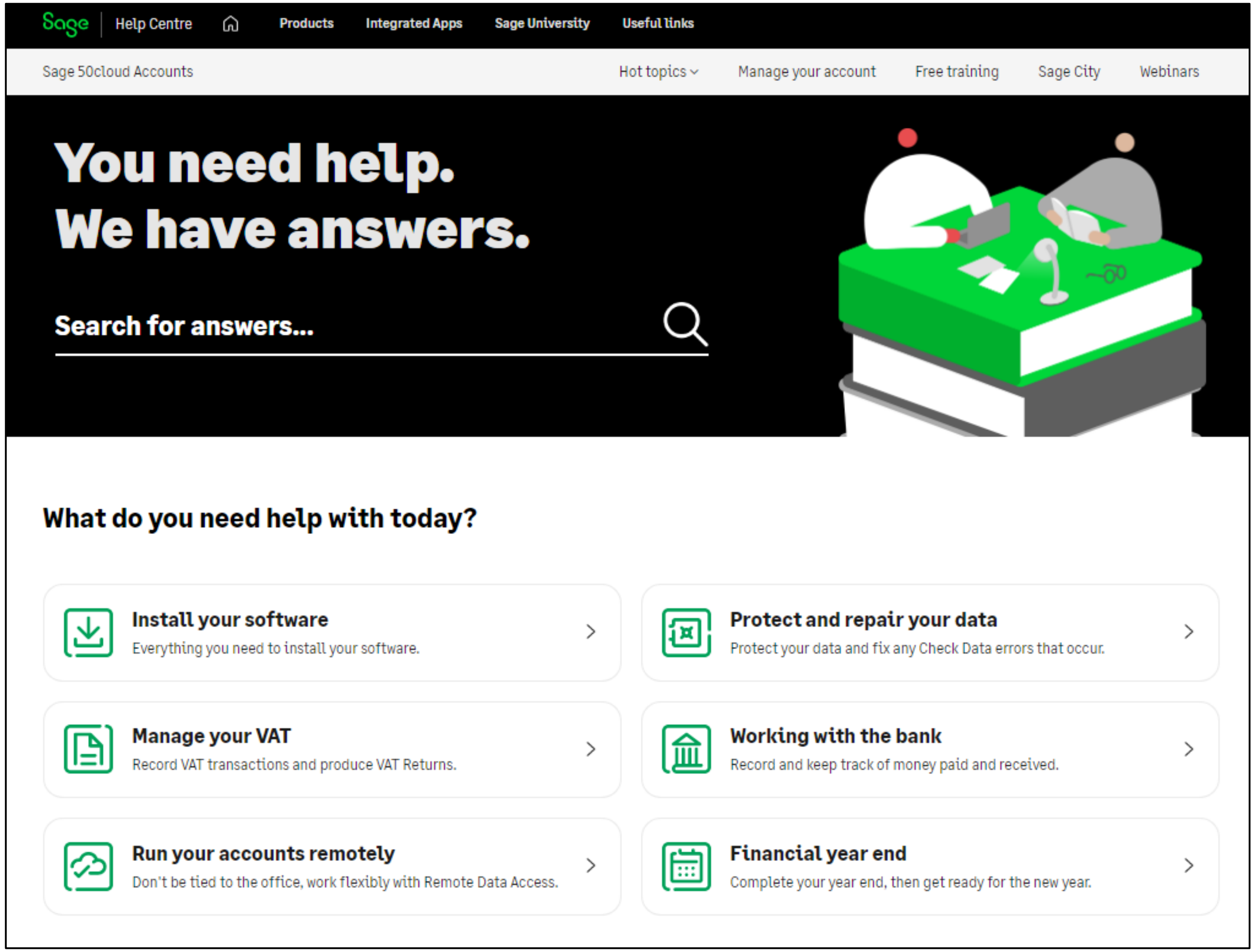

Upcoming Webinars.

Upcoming	Key Topics
Credit Control Parts 1, 2 & 3 Fixed Assets / Depreciation Report Design Fuel Scale Charges Brexit Tax Codes Year End	**Prepayments and Accruals** **Friday 2 December 1:30pm** This session explores the options for posting prepayments and accruals in Sage 50 Accounts. Note: The automated options are not available in Sage 50 Accounts Essentials. **Any requests?** Please add them to the exit survey as you leave.

Thank you!

Please take a minute to complete the short exit survey as you leave.

You’ll receive a follow-up email with links to register for future webinars and watch recordings later today.