Release Notes Version 4.5.1d

Introduction

Version 4.1.5d contains changes to the way you manage ancillary charges such as workshop consumables, disposal, EPA charges etc. To assist you in managing these sales and the items you purchase to provide them we have introduced an additional option to the catalogue part form that will ensure the item can't be converted to inventory. This change will help alleviate the possibility of workshop supplies becoming an inventory item resulting in false stock on hand values.

The methodology when executed correctly will assist you ascertaining whether your ancillary items are priced correctly by easily comparing income / expense directly from the profit and loss report.

This version also adds a new payment type to STP that some of our users may need to use. You will see in the drop-down selection when processing payroll a new entry Directors Drawings.

We have also optimised the code by addressing minor issues reported over the past few weeks.

A final note, **MyAutoConnect** has be re-engineered, we are currently downloading **V2.2.1** from both the play and App store. We have also addressed the recent **PHP security issue reported worldwide** in mid-October, so please rest assured in the fact that your data is secure.

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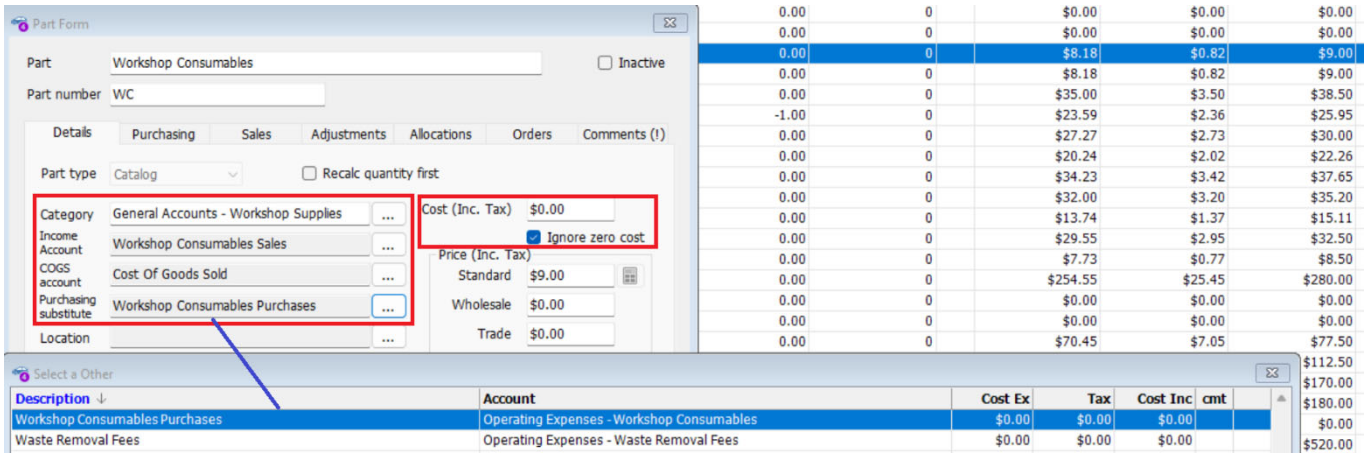
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Ancillary Supplies Management

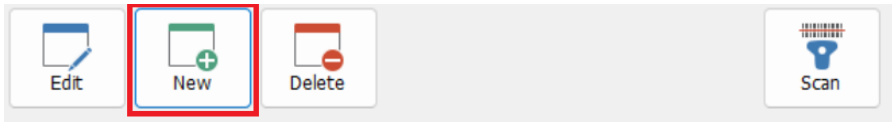
Version 4.1.5d or later contains a feature that will allow you to manage workshop supplies more efficiently, Automation now has a new field on the catalogue part form titled **Purchasing Substitute.** The addition has been developed purely for your use when purchasing items that are included in ancillary charges such as workshop consumables, EPA and disposal fees. These items **should always remain in your listing as catalogue parts**, if they are converted to inventory, you are in danger of creating issues with your stock control as the ancillary parts will simply fall into the negative which will affect your inventory valuation. By adding the new Purchasing Substitute field to a catalogue item created from the parts listing ensures workshop consumables for instance will not be converted to inventory when accessed from purchasing.

So, you can allocate the value of an ancillary item purchase to the correct account we allow you to select an add other account from the part form. When for instance you are buying parts that are classified as workshop consumables i.e.: Gasket cement, degreaser, rags etc. you can simply choose workshop consumables from the parts listing, **the item will remain as catalogue** (no prompt to convert to inventory) in addition we automatically reference your consumables expense account, you enter the total value of items purchased and the cost will be allocated to your substitute account.



Ancillary Account Setup

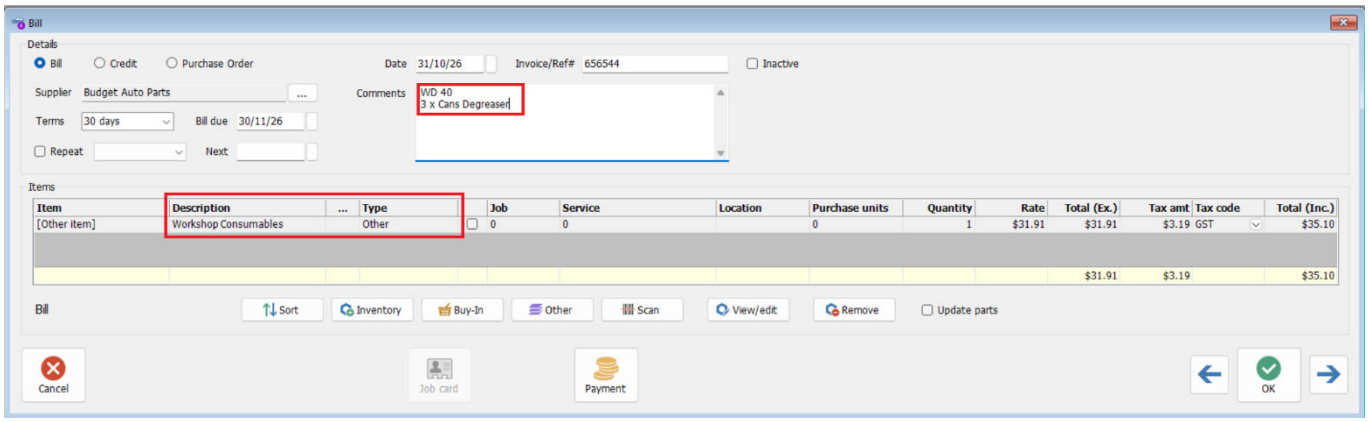
From the diary screen select parts, from the bottom of the list choose New,



On the part form leave the item as a catalogue part, move down select the category, your workshop supplies or other ancillary income account. You can set these up if needed directly from the form by selecting the button at the end of the field. Leave COGS as displayed, next select the button to the right of the **Purchasing Substitute field**, your other items list is displayed select the Consumables expense account. Finaly move over to the right-hand side of the form, leave the cost field at zero, enter the sales value and tick the **ignore zero cost** option. Save with OK (F12). **Note:** It is important that you have separate income accounts for your ancillary items, this methodology makes it simple to compare sales with expenses directly from the profit and loss.

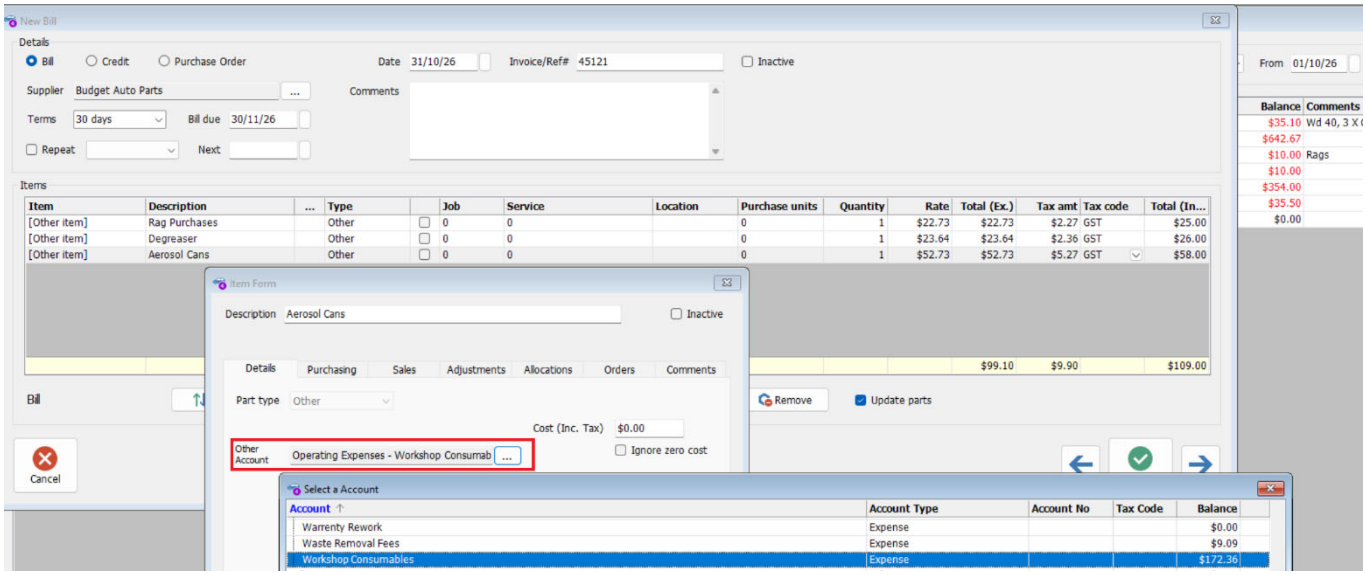
Ancillary Items Purchasing

Select purchasing, new, supplier, bill, inventory find your Workshop Consumables (or other ie: EPA) catalogue item depending of which expense account you want to post it to. Select by ticking the box at the end of the line to populate the bill form, you will see that the item is NOT what you selected it has been replaced by the purchasing substitute (other).



Ensure your workshop consumables other item is priced at zero as your purchasing cost will vary, simply enter the total amount at the end of the line item and enter in the comments section a brief description of what was purchased.

If you wish to be more specific when entering ancillary items, you can setup individual item descriptions in the add other list and select these instead of your workshop consumables or other items. We do however suggest you path these to the same expense account or setup a parent account and assign individual accounts to a parent so you can view the total expense over a selected trading period. If you decide to use this method **you will not need to select the workshop consumables item.** It is suggested that you still ensure your ancillary item is setup as if you were going to use it for purchasing, this will ensure the item can't be converted to a buy in or inventory item via purchasing.



When using the itemisation method, it is important that you select a relative expense account as mentioned earlier this can be one account or a parent with subs that will allow to display a total of all purchases from the profit and loss report.

Evaluating Profit / Loss Ancillary Items

Posting both sales and purchasing as described will give you the ability to evaluate from the profit and loss report whether you are charging the correct amount for ancillary services. In the sample profit and loss, you can see we have a workshop consumables sales item allocated to income, under expenses we have a workshop consumable account. If we take the cost away from the income then we can evaluate whether the return is acceptable or do we need to increase our sell price.

AA Automotives

Profit & loss

For the period 01/10/26 to 31/10/26. Accrual Basis.

Income				
	Sales			
		Labour	4-5555	$1,209.21	
		Parts	4-4444	$415.71	
		Workshop Consumables Sales	1-2222	$184.55	
	Total Sales			**$1,809.47**	**$1,809.47**
	Other Income				
		Rounding		$0.03	
	Total Other Income			**$0.03**	**$0.03**
Total Income					**$1,809.50**
Cost Of Goods Sold					
		Cost Of Goods Sold		$213.00	
Total Cost of Goods Sold					**$213.00**
Gross Profit					**$1,596.50**
Expenses					
	Operating Expenses				
		Cleaning		$5.00	
		Waste Removal Fees		$9.09	
		Workshop Consumables		$140.10	
	Total Operating Expenses			**$154.19**	**$154.19**
	Utilities				
		Utilities		$27.27	
	Total Utilities			**$27.27**	**$27.27**
Total Expenses					**$181.46**
Net Profit					**$1,415.04**

STP Income Type

Microbase has added a new payment type to the payroll form Directors Drawings, this selection works in line with wages and salary (WAS). It is not to be substituted for Director's drawings which is a different category of payment type. We strongly suggest if you are considering using this payment type you discuss your intention with your tax professional.

