CCRQInvoice 3.6.1

Updated 2/11/2014

This is a "pre release" version of CCRQInvoice. As with any "pre release", there could be some rough edges. We have at least 25 (and counting) installations of this and other than what we mention here, **we don't know of any problems**. We would not release this to you if there were issues that would cause trouble.

Note the following:

- This will not work with report templates from prior versions. You will need to create new templates from scratch. If you try to open an older template, you will either get an error message, or you just won't be allowed to open it.
- There is a "Statements" option in the main menu. This feature is not ready for use, so you should avoid it. It won't cause problems with your QuickBooks file, but it might not give you accurate results.
- Documentation has not been updated. Working on that!
- This will replace your existing CCRQInvoice installation. You cannot have the older version and this version on the same computer.
- You can have this release on one computer, and the older release on another computer. No problem other than you can't share the same report templates.
- This release uses a different registration key / serial number than the prior version.

You can download a trial version from this website:
http://www.ccrsoftware.com/CCRQInvoicePreRelease/CCRQInvoiceBeta.html

If you install this on a system that has an older version of CCRQInvoice you will be asked if you want to uninstall the older version. You must say 'yes' because the two versions will not work on the same computer.

Note that QuickBooks will treat this as a different product than the one you have, so the first time you run it QB must be open with the Admin password.

The documentation has not been updated yet, but the basics are the same as before. The major difference is in the form editor. This product will not work with forms created in the prior version; you have to create forms from scratch with this version. In addition, there are now two kinds of forms, "simple" and "standard". Sometimes you just see the notation "simple order forms" and "order forms".
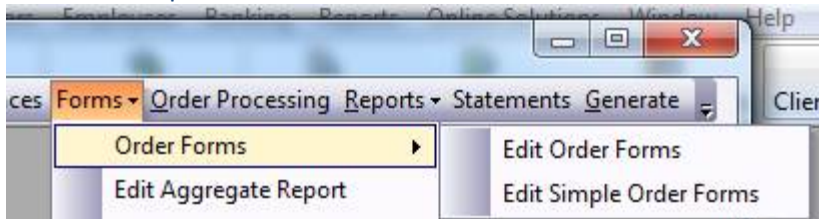
"Simple" forms are similar to what you have in the prior version (and the documentation). There is a header band for each page, and two footer bands (one for just the last page, one for prior pages if there is more than one). **Most people will want to use "Simple" forms**.

"Standard" forms have more bands, and are a bit more complicated. These are used when you have a complicated situation where you have a different format for each page in a multi-page form. For example, one layout for the first page, another for the last page, and a third for pages in between. Note that if you are printing more than one invoice in a "batch" there are times when standard forms won't work correctly – simple forms are better for that. When working with invoices that have more than one page, the various bands come into play:

- OrderHeaderEveryPageBand will print at the top of every page.
- OrderHeaderFirstPageBand will print only on the first page, under the OrderHeaderEveryPageBand

- OrderHeaderNotFirstPageBand will print on the top of every page EXCEPT the first, under the OrderHeaderEveryPageBand.
- DetailHeaderBand will print on every page, under the headers and before the detail lines. This is used for column headings and the tops of cross band lines.
- DetailBand is the detail lines of the order.
- ColumnAnchorBand will print on every page, under the detail lines, and is used to hold the bottoms of the cross band lines.
- OrderLastPageBand will print on the bottom of the last page only.
- OrderFooterBand should print on the bottom of every page except the last, although this is being fine-tuned a bit.

The field list is expanded from the prior version, and field names have been changed.

The *Parameters* section contains some company information. Ignore the "CCRParmx" fields, these are reserved by us for special uses.
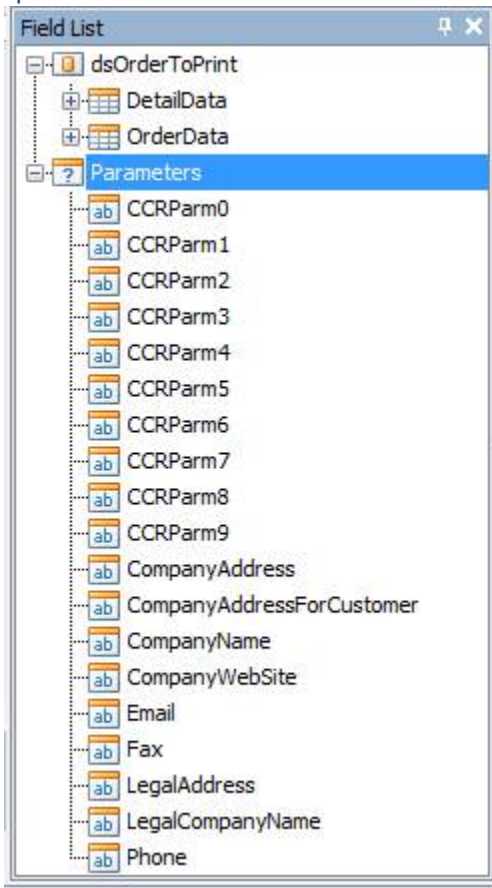
Always use the *OrderData* section for orders, not the *DetailData* section. To get fields for detail lines, expand the *OrderDetail* section in *OrderData*.
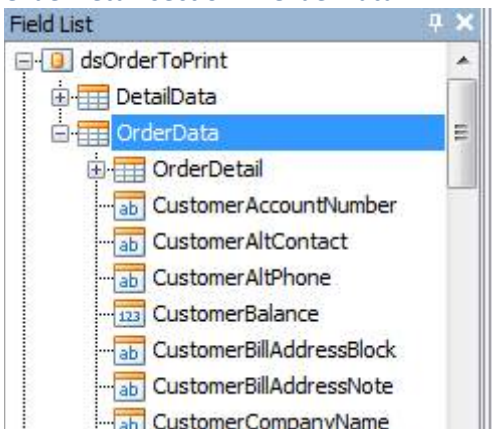
Fields that start with "Customer" are from the customer record, not the order itself.

Some fields are found only in specific order types. Fields that start with "Invoice" will only have data if you are printing an invoice, for example. Fields that start with "Order" come from the order – whatever type you are printing.

Fields that have "Option" in the name represent "custom fields" in QuickBooks, and will have to be mapped in the "custom fields" button in the report menu.

In the *OrderDetail* section all fields come from the order, unless they start with "Item" – which will be fields directly from the item record. So, for example, the sales price (rate) that you enter in an order would be "Rate", but the "list price" for an item would be "ItemListPrice".

There is a "style sheet" that controls style features, to a degree. For example, the "DetailStyleEven" is set to show a colored background, so you will get alternating bands of color.
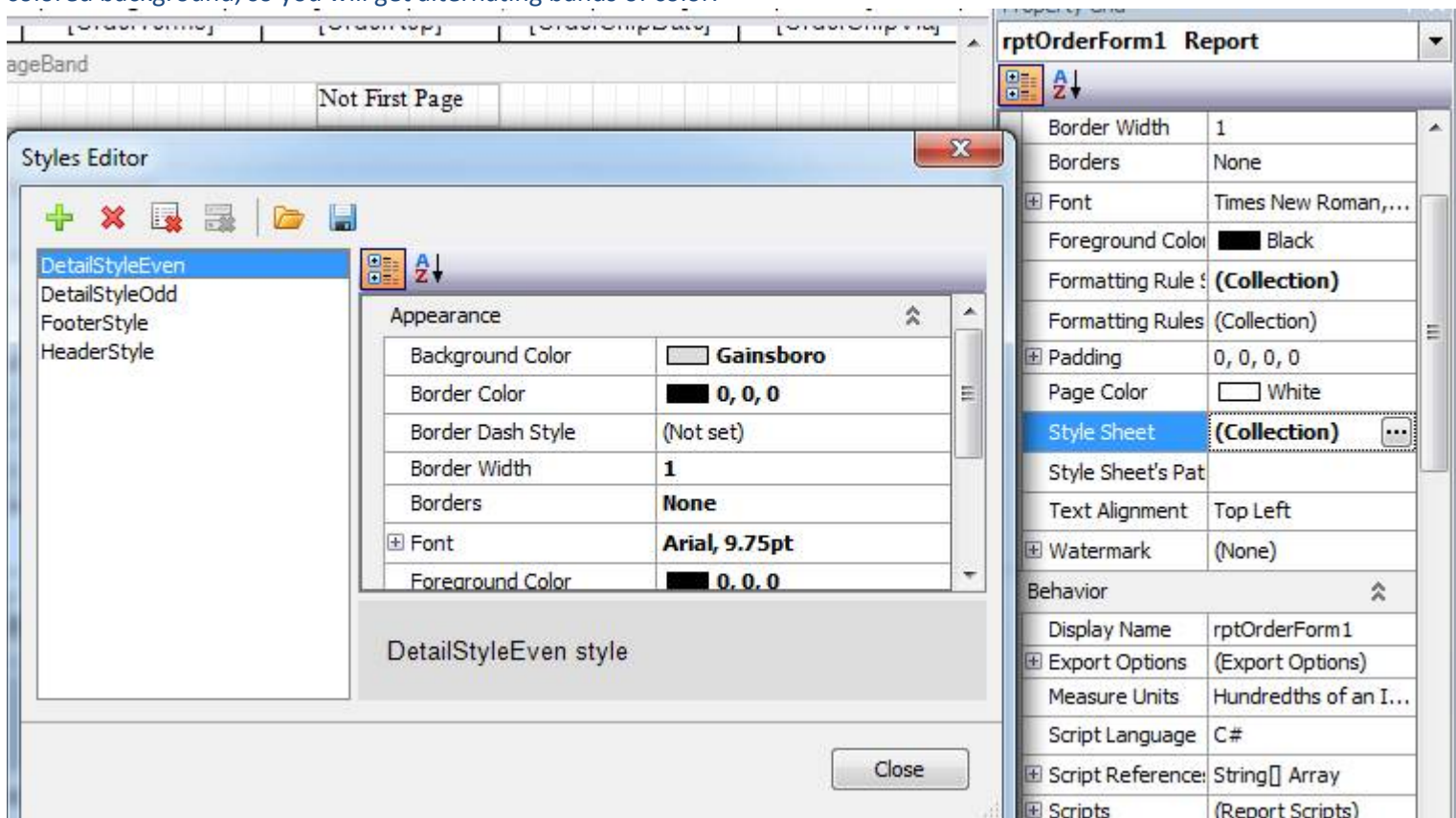
"Formatting Rules" are used in various fields (just in the detail section at this time) to control if a value will print or not. The amount, quantity and rate columns, for example, are set to check if the item "type" is a "comment" – and if it is, then the column will be empty (rather than showing a zero value). This is an area still being expanded.

In *Order Processing* there are a few changes. Note that CCRQInvoice will now work with credit memos and sales receipts. Also, in the prior version, any options you selected in preferences still had to be checked when processing – in this version they are checked by default. In the *Printing* tab you need to select "Standard" vs "Simple" forms.

There are several new preferences which need to be explained in more detail – if you have questions, just ask.
- "Group" items – you can now choose how they print. You can expand them, not expand them, or use the QB setting to choose if they are expanded. There are other options that control their appearance.
- "Freight" – you can select one "other charge" item type to be printed as "freight" in the footer.

This is a very brief summary, let us know if you have questions.