



Sage BusinessWorks Release Notes: V2021 SP4

The following is a summary of changes included in the Sage BusinessWorks V2021 SP4 release.

If a change affects more than one module, it is listed under the System Wide heading.

Knowledgebase Articles

Answers to many of your questions can be found on the Sage Support Knowledgebase (KB).

1. Product updates, service packs and tax table updates are now accessible on the Sage KnowledgeBase at <https://www.sagekb.com>
 2. Click **Sign in**. Use your same login credentials as the Sage Customer and Partner Portal for Knowledgebase and download access and click **Log on**.
 3. Select **My Downloads**
 4. Choose **Sage BusinessWorks**
 5. In the middle of the page, you will see **Latest upgrade**. Select the service pack for 2021.
 6. The new and improved knowledgebase offers expanded search capabilities and allows faster publication of new articles.
- * If you have not registered for the Sage Knowledgebase, click sign up and follow the instructions. Shortly after completing your registration, you will receive a registration confirmation.

For further information about the defect fixed search www.sagekb.com by the KB article # listed.

2021 SP4

- *Special instructions for service pack install if using a network version of Sage BusinessWorks*
 - *Install service pack on the server and **all** workstations prior to working in 2021*

Accounts Payable

AP, Invoices, Invoices, Enter – KB article #[108210](#)

Invoice total is now displayed on the Job Cost charges display when posting an invoice.

AP, Checks Invoice Selection, Manual Invoice Selection – KB article #[108853](#)

The Find invoice feature now works correctly when typing in the quick find field.

AP, Checks, Enter Payments – KB article #[108853](#)

The Find invoice feature now works correctly when typing in the quick find field.

Accounts Receivable

AR, Transactions, Post Receipts – KB article #[108314](#)

Find invoice feature now works correctly in Post Receipts

AR, Transactions, Bank Deposits – KB article #[108462](#)

Error message no longer occurs when processing a bank deposit.

BWGAccess

Telephone format not importing correctly – KB article #[109164](#)

Telephone format is now importing correctly when using BWGAccess.

Customer Aging Information not importing correctly – KB article [#109131](#)

Customer aging information is now exporting correctly using BWGAccess.

Posting payments from third party changes phone number on customer record – KB article [#109318](#)

Phone number is no longer corrupted when importing payments using BWGAccess.

Telephone number is removed when importing employee information – KB article [#109332](#)

Telephone number is no longer removed with importing employee information using BWGAccess.

General Ledger

GL, Accounts, Account Inquiry – KB article [#108632](#)

Quick Find now functions correctly in Account Inquiry.

GL, Accounts, Maintain Chart of Accounts

Quick find now functions correctly in Maintain Chart of Accounts.

Cash Management

CM, Transactions, Void Bank Transaction – KB article [#108506](#)

Selecting to void bank transaction is no longer bringing up the incorrect transaction.

Inventory Control

IC, Transactions, Issues – KB article [#108460](#)

"Unapplied amount" available for posting is now visible in the Job Cost transaction screen.

IC, Transactions, Transfer Parts

Transfer part will now allow decimals when the part is set to use fractional quantities.

IC, Parts, Maintain Parts, Serial # – KB article [#108443](#)

Serial number status can now be changed in Maintain Parts.

Job Cost

JC, Transactions, Charges – KB article [#108208](#)

Tab order has been corrected in the Job Cost Charges dialog.

Order Entry

OE, Invoices, Direct Invoicing – KB article [#108019](#)

Tab order is now correct in Direct Invoicing.

OE, Utilities, Ship to Addresses, Maintain – KB article [#108022](#)

Tab order has been corrected in OE Maintain Ship to Addresses.

OE, Invoices, Direct Invoicing

Check number is now limited to 6 characters.

OE, Orders, Maintain Sales Orders

Check number is now limited to 6 characters.

OE, Invoices, Select Orders to Invoice
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Check number is now limited to 6 characters.
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Payroll

PR, Processing, Manual Payroll Calculation – KB article # 109120
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Payroll posting to Job Cost is no longer incorrect when a tax change is made in manual payroll calculation.

System Manager

Utilities, Maintain Companies – KB article # 108584

No longer receive Pervasive error when renaming a company ID.

2021 SP3

- *If SP1 or SP2 have already been installed, SP3 can be installed on any computer that uses Sage BusinessWorks and only needs to be installed one time.*
- *If this is a new network install of Sage BusinessWorks 2021 or if you have not yet installed Sage BusinessWorks 2021 SP1 or SP2, SP3 must be installed on the server **and** all workstations.*

Payroll

PR, Taxes, Maintain Tax Tables	
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Colorado	SWT tables updated for 2021
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Illinois	SWT tables updated for 2021
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Maine	SWT tables updated for 2021
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Michigan	SWT tables updated for 2021
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Mississippi	SWT tables updated for 2021
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New Jersey	SWT tables updated for 2021
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New Mexico	SWT tables updated for 2021
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Oregon	SWT tables updated for 2021
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Rhode Island	SWT tables updated for 2021
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South Carolina	SWT tables updated for 2021
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Vermont	SWT tables updated for 2021
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2021 SP2

Payroll

PR, Taxes, Maintain Tax Tables	
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Alaska	SUI limit updated to \$43,600 for 2021
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Arkansas	SWT tables updated for 2021 SUI limit updated to \$10,000 for 2021
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California	Withholding tables updated for 2021
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Federal	Withholding tables updated for 2021 OASDI wage base updated to \$142,800 for 2021
Hawaii	SUI limit updated to \$47,400 for 2021
Illinois	SUI limit updated to \$12,960 for 2021
Idaho	SUI limit updated to \$43,000 for 2021
Iowa	SWT tables updated for 2021 SUI limit updated to \$32,400 for 2021
Kentucky	SWT tables updated for 2021 Standard deduction increased to \$2690 SI limit updated to \$11,100 for 2021
Minnesota	Withholding tables updated for 2021
Missouri	SWT tables updated for 2021 SUI limit updated to \$11,000 for 2021
Montana	SUI limit updated to \$35,300 for 2021
Nevada	SUI limit updated to \$33,400 for 2021
New Jersey	SUI limit for employer updated to \$36,200 for 2021 New Jersey DI and FLI Wage Base (employee) updated to \$138,200 for 2021
New Mexico	SUI limit updated to \$27,000 for 2021
New York	SWT tables updated for 2021 SUI limit updated to \$11,800 for 2021
North Carolina	SUI limit updated to \$26,000 for 2021
North Dakota	SWT tables updated for 2021 SUI limit updated to \$38,500 for 2021
Oklahoma	SUI limit updated to \$24,000 for 2021
Oregon	SUI limit updated to \$43,800 for 2021
Rhode Island	SUI limit updated to \$24,600 for 2021 SDI limit updated to \$74,000 for 2021
Utah	SUI limit updated to \$38,900 for 2021
Vermont	SUI limit updated to \$14,100 for 2021
Washington	SUI limit updated to \$56,500 for 2021
Wyoming	SUI limit updated to \$27,300 for 2021

2021 SP1

Accounts Payable

AP, Vendor, 1099 Processing

The dash characters will be removed from the vendor's Federal ID number when sending the file to Aatrix.
Box 9 has been added to the 1099-MISC box selection.

AP, Vendor, Vendor Inquiry

Account number no longer truncated on the GL Distribution in the Vendor Inquiry screen.

AP, Checks, Enter Payments

Tab order is now correct in AP, Checks, Enter Payments.

AP, Invoices, Invoices, Enter

The text in the account number field is now selected when it is accessed using Tab or Enter key.

AP, Invoices, Invoices, Enter

The text in the amount field is now selected when it is accessed using Tab or Enter key.

Accounts Receivable

AR, Transactions, Credit Memo

No longer get "INVALID REFERENCE NUMBER" when changing credit memo reference.

AR, Reports, Customer Reports, Customer List

Access Violation error no longer occurs when selecting to customize the Customer List.

Cash Management

CM, Transactions, Enter Bank Transaction

Tab order no longer incorrect in Enter Bank Transactions.

CM, Reports, Cash Account Register

Check number no longer truncated on Cash Account Register.

General Ledger

GL, Power Search

Power Search will now refresh when hitting Enter in the General Ledger Module.

Inventory Control

IC, Parts, Maintain Parts, Categories

Tab order no longer incorrect in IC, Parts, Maintain Parts, Categories.

IC, Parts, Maintain Parts

Substitute part now allows decimals.

IC, Transactions, Receipt Adjustments

Substitute part now allows decimals. The date of a receipt adjustment can now be changed.

Job Cost

JC, Reports, Cost Variance Report

Error message no longer occurs when running Cost Variance Report for specific job or customer.

Order Entry

OE, Invoices, Direct Invoicing

Credit card info button is no longer disabled when entering payment on OE invoice.

OE, Orders, Maintain Sales Orders

Tab order has been corrected in the Maintain Sales Orders.

Payroll

FWT tax calculation

Dependents value is now correctly treated as a credit to annual tax instead of a reduction of taxable income.

System Manager

Utilities, Security Report

Text no longer overlaps and looks garbled on the Security Report.

Sound when entering through fields

Sound no longer plays when hitting Enter through fields when entering items such as invoices.

How Do I

No longer get error "Can't reach this page" when accessing How do I.

Notes

Notes now wrap when the end of the line is reached.

Color Preference Settings

Color scheme no longer continues using the user preference after the option to Allow User Preferences has been unchecked.

Emailing Reports does not allow use of the Outlook address book

Outlook address book is now available when emailing reports. To access the address book, you must click the To button when using the Electronic Forms Manager.

Database Update

"Class not found" error no longer occurs when updating databases 2011 and prior.

Utilities, Maintain Users

Error no longer displays when changing the MANAGER password.

2021

Accounts Payable

AP, Vendor, 1099 Processing

Program will retain the EIN in internal tables when Payroll is not being used.

Support has been added for the 1099-NEC form. Any vendor set to 1099 box 7 in version 2020 and earlier will display on the 1099-NEC form in 2021. To support this change option for the 1099-NEC has been added under **AP, Vendors, Global Vendor Change**.

Note: The 2021 1099-NEC form has not yet been released by Aatrix. If you attempt to run the 1099-NEC prior to Aatrix releasing the form you will receive errors.

Spelling of Vendor corrected on 1099 Federal ID number truncation error.

Order Entry

OE, Orders, Maintain Sales Orders

When creating a new order, the focus now defaults to the date field. Previously focus defaulted to the 'next' field. Changing this default may help reduce the possibility of creating duplicate records.

OE, Transfer, Import Quotes and Sales Orders

Enhanced the Import Quotes and Orders application to allow (via checkbox) the ability to DELETE and existing quotes/order. An error message will occur if there is an attempt to delete a sales order that has been shipped, invoiced or has payment information attached.

Note: New checkbox option "Delete existing quotes and orders" is mutually exclusive to the reassign feature. Meaning only either reassign or delete can be in effect at one time.

*Payroll***PR, Utilities, Maintain Other Pays**

Add to Gross checkbox is now automatically selected when creating a new Other Pay

PR, Utilities, Maintain Payroll Parameters / Checks

Options has been added to 'Mask Bank Acct # on stubs' for direct deposit checks. Selecting this option will only display the last 4 digits of the employee's bank account on the direct deposit stub.

PR, Utilities, Maintain Payroll Forms

Updated the fields available to be added to a Payroll check form to include two (2) new YTD columns. These columns now support YTD values for both charged tips and cash tips. The YTD values are stored in the following fields: Check Stub: Tips (YTD) and Check Stub: Cash Tips (YTD).

These fields will need to be manually added to the check stubs.

PR, Taxes, Print 941

Wages in Excess of 200,000 will now populate in the correct field on the 941.

PR, Processing, Time Card Entry

Updated the application to recalculate the gross pay when the standard rate ID is changed.

PR, Transfer, Import Time Card

Application has been modified to NOT allow imports of Deduction or OtherPay entries without a valid ID.

*System Manager***End User License Agreement (EULA)**

EULA has been updated.

Upgrade Sample to 2020

Sample has been updated to 2020.

Forms updated to allow for four-digit year

Accounts Receivable, Order Entry and Payroll have been updated to use the MM/DD/YYYY format for dates when printing forms.

Database version updated

The database version has been updated to 2021.

Install issues

The version number of the Sage BusinessWorks client, profile and server installation have been updated to 2021. This should resolve installation errors seen when installing on clients or in a terminal server environment. Errors encountered may have included, "Unable to complete the startup of the Sage BusinessWorks product. The version of this workstation's Sage Businessworks client does not match the version of the server installation..." and ""The Sage BusinessWorks installation originally performed by User [UserID] on this computer is version 2019. This profile installation is version 2020. Browse to the Sage BusinessWorks program folder and run BWProfile.exe from there."

Email default updated

Your default email service when emailing reports or forms might have changed based on the version of Office you have installed. Please refer to KB 106859 for more information.