

Hardhat Legacy Updates (20221230)

Server Update

PAYROLL

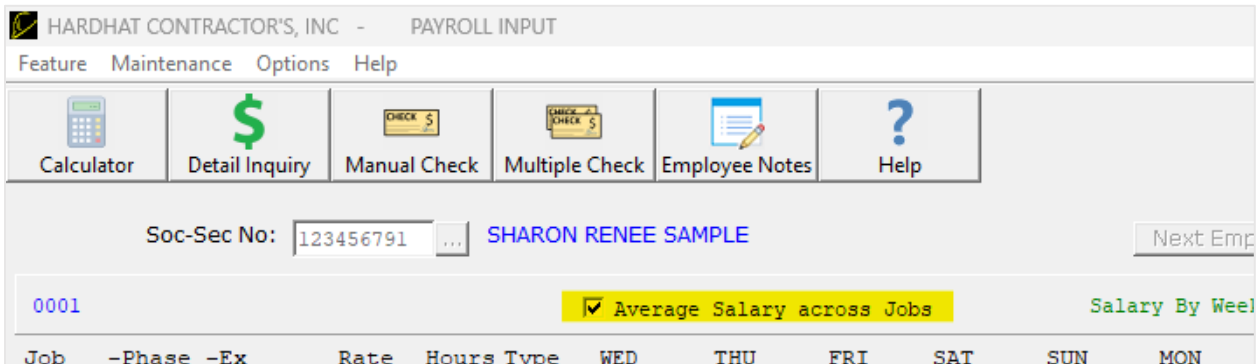
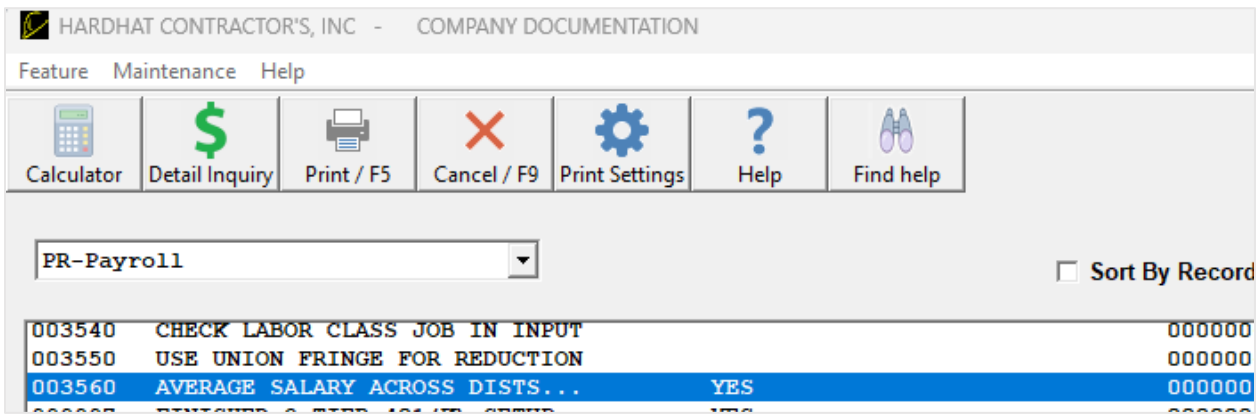
States with Withholding Tax Table Changes

- Alabama
- Indiana
- New Mexico
- Arizona
- Iowa
- New York
- Arkansas (4th Quarter)
- Kentucky
- North Carolina
- California
- Maine
- Rhode Island
- Colorado
- Mississippi
- South Carolina
- Connecticut
- Missouri
- Utah
- District of Columbia
- Minnesota
- Vermont
- Georgia
- Montana
- Virginia
- Idaho
- Nebraska

**If your states have changes and are not listed above, please let us know.

Payroll Input – Average Salary

- This allows payroll for salaried employees to be averaged between multiple jobs instead of input the employee at an hourly rate. Two options must be selected in order to do this:
 - **Company Documentation (422) > PR-Payroll > 003560 AVERAGE SALARY ACROSS DISTS... > “YES”**



940/941

- We have updated the 940 and 941 to reflect the correct year.

ACCOUNTS RECEIVABLE

Progress Billing/AIA

- Added the ability to create blank comment lines that have no **Description** in order to create spaces between sections. This can be used to visually split a job with multiple addresses and different descriptions.

Item-Sub	Chg	Description	Scheduled	Previous
001-0001		1236 AVALON STREET		
001-7010		REPLACE EX-FAN	500.00	500.00
002-0001				
002-0002		1237 AVALON STREET		
002-7010		REPLACED EX-FAN	500.00	

- We now allow users to change AIA Statements from previous months. Note: This will NOT affect any AIA's posted afterwards or future billings on that job. If changed, Accounts Receivable can't be updated from the AIA Statement. It will have to be done manually. Before this feature can be used, it must first be setup:
 - **Company Documentation (422) > 00-General Information > 000700 ALLOW TO CHANGE PREVIOUS AIAS? > "YES"**

HARDHAT CONTRACTOR'S, INC - COMPANY DOCUMENTATION

Feature Maintenance Help

Calculator Detail Inquiry Print / F5 Cancel / F9 Print Settings Help Find help

00-General Information Sort By Reco

000680	P/R FRG. REDUCTION RETIREMENT.	00000
000690	USE CLASSIC MENU? (YES/NO)....	00000
000700	ALLOW TO CHANGE PREVIOUS AIAS?	YES 00000
000000	DATESETUP NAME	00000

EQUIPMENT

Depreciation

- We have added a **Reverse Entries** option to **Final Fiscal Year-End Run** in **Equipment Depreciation Schedule (360)**. It is important that no users are in any equipment programs while this is being done. We also recommend doing a backup before running the reversal. To accomplish this, enter the year-end **Posting Date** (same as the date you ran the fiscal year-end run), check **Reverse Entries** and then select **Run / F11**. Make your changes and rerun the fiscal year. As always, be very careful of the dates.

HARDHAT CONTRACTOR'S, INC - EQP DEPRECIATION SCHEDULE

Feature Options Help

Calculator Detail Inquiry Print Settings Help

Depreciation Type

Depreciation Schedule With No Updating

Depreciation Schedule And Update To G/L

Final Fiscal Year-End Run

Last Fiscal Run: 9/2022

Posting Date: 09 / 30 / 2022

Report Type

Use Calculated

Use Actual

Include Sold Equipment

Reverse Entries

Include Inactive

Equipment Range Selection

One Piece

Range of Pieces

All Pieces

Equipment Range

Starting Piece: 001910 ... 2019 FORD F-250 SUPER DUTY SUE

Ending Piece: 004926 ... DODGE CHALLENGER

Run / F11 TJL / F6 Cancel / F9

Hardhat Enterprise Updates (v. 1.0.42.34)

ACCOUNTS RECEIVABLE

A/R Statements (270):

- As a reminder, **A/R Statements** are now available in Enterprise under **Accounts Receivable > Invoicing > Statements (270)**. The program is *functionally* the same as Legacy, but with much-improved report design and user interface. **Statement Notes** that print on all statements can be entered in the **A/R Statements** window. Users can bold, underline, or set other options for text entered in that section by right-clicking in the box and selecting **Font**.

The screenshot shows the 'A/R Statements' window. It features a table for 'Aging Information' with columns for Control Account, Customer Account, Customer Name, and aging periods (0-3, 31-6, 61-9, Over 90, Balance Due). The table lists several customers with their respective balances. To the right, there are 'Configuration Options' including a 'Statement Date' dropdown set to 4/5/2022, and checkboxes for 'Include Paid Invoices on Statement', 'Print Statements for Each Job', and 'Print Subtotals by Job'. Below these are 'Inclusive Range' options: 'All Current and Up' (selected), 'Over 30 Days', 'Over 60 Days', and 'Over 90 Days'. At the bottom, there is a 'Statement Notes (Printed on Statement Footer)' section with a text area containing 'Thank you for you business!' and 'Save'/'Cancel' buttons.

	Control Account	Customer Account	Customer Name	0-3	31-6	61-9	Over 90	Balance Due
<input checked="" type="checkbox"/>	120000	GUPLEA	Guppy's Lead Service				428.00	428.00
<input checked="" type="checkbox"/>	120000	TAYJOH	John Taylor				70.00	70.00
<input checked="" type="checkbox"/>	120000	KATTAY	Kat Taylor				3,333.78	3,333.78
<input checked="" type="checkbox"/>	120000	MEMINV	Memphis Invoicing Services				43.94	43.94
<input checked="" type="checkbox"/>	120000	PROSER	Profession Services				12.95	12.95
<input checked="" type="checkbox"/>	120000	PROMAS	ProMasters, Inc.				1,181.16	1,181.16
<input checked="" type="checkbox"/>	120000	RITSMI	Ritson Smith				74.55	74.55
<input checked="" type="checkbox"/>	120000	SHAPRO	Shamrock Properties				656.88	656.88
<input checked="" type="checkbox"/>	120000	TERMEY	Terrell Meyer				4,239.92	4,239.92
<input checked="" type="checkbox"/>	120000	WARCAR	Warren Car Care				187.25	187.25
				0.00	0.00	0.00	14,146.90	14,146.90

- One major addition is that users have the ability to type comments directly on the created statement while in Print Preview. **Additional Statement Comments** are unique to each individual statement, so different text can be printed for each customer. Click within the **Additional Statement Comments** box to enter the desired text.

The screenshot shows a text input box titled 'Additional Statement Comments:'. Below the box is a small instruction: '(Click in the box above to enter additional comments)'. The box is currently empty.

- Users also have the ability to sort data directly from the report. Simply click a column heading to resort by that column.

The screenshot shows the header of a report with the following column headings: 'Invoice Date', 'Invoice Number', 'Invoice Amount', 'Paid Amount', and 'Balance'. Each heading has a small upward-pointing triangle next to it, indicating that the columns are sortable.

Coming soon to Enterprise

GENERAL LEDGER

Journal Entry Input

- Journal Entry in Enterprise will function much like it does in Legacy with a few added features:
 - A **Quick Bank Transfer** button on the ribbon simplifies moving money between banks.
 - Reversals are easier with a new checkbox. Also, reversals in Enterprise will not disappear as they do in Legacy.
 - **Recurring Entry** now has fields for **Start Date** and a number of **Occurrences**.
 - A **Notes** field has been added to input text.

Journal Entry

Manual Check Cash Deposit Reference Number: 202212060001 T.J.L. #: 77731

Description: INSURANCE GL Posting Begin Date: 8/1/2022

Transaction Date: 03/21/2023 Is this a reversal? GL Posting End Date: 1/31/2023

Typ	Distrib Accou	Distri Subs	Distributi Expense	Description	Debits	Credits	Amount
▶ G/L	100200			Regions Operating	1,000.00	0.00	1,000.00
G/L	199900			A/R CLEARING ACCOUNT	0.00	-1,000.00	-1,000.00
					1,000.00	-1,000.00	

Notes: Misc. text can be entered here.

Balance: Balance: \$0.00

Company Name:

ACCOUNTS RECEIVABLE

AR Statement Emailing

- With a few simple steps, users will soon be able to quickly email statements to specified invoicing contacts from **Customer Maintenance**.

ACCOUNTS PAYABLE

A/P Input

- **A/P Input** functions similar to Legacy, but will allow PDF files to be attached to the input itself. This feature can be used for attaching vendor invoices.

The screenshot displays the 'A/P Input' window with the following sections:

- Primary Information:** Vendor ID (200000), Vendor Name (HOMDEP), Address (HOME DEPOT CREDIT SERVICE, DEPT 32 -2005382621, P.O. BOX 183175, Columbus, OH 73218-3175), Invoice Number (202301060001), P.O. #, Invoice Desc. (Tools), and Job # (MISCMS).
- Bank and Payment Settings:** Checkboxes for 'Hold Pay' (checked), 'Manual Check / F3', and 'Include Discount / F2'. An 'Other Information' field shows 'Retainage: \$0.00' and 'TJLID: 77733'.
- Invoice Information:** Invoice Date, Due Date, G/L Posting Date, and Mail Date, all set to 01/06/2023. Invoice Amount is \$0.00.
- A/P Invoice Attached PDF:** A thumbnail of a PDF invoice with a folder icon, a PDF icon, and a delete icon.
- Detail Table:**

Account Type	Job/Control/GL	Phase/Sub/Inventory	Inc/Exp	Description	Amount	Quantity	Retainage
JOB	MISCMS	17032	7	Wendy's of TN	150.00	1.00	0.00

Record 1 of 1 | Debits: 150.00 | Credits: 0.00 | Balance: 150.00
- Company Name:** Input field at the bottom.