



SOX Second Sight

User Guide

Important Notice

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SOX Second Sight User Guide

Summary

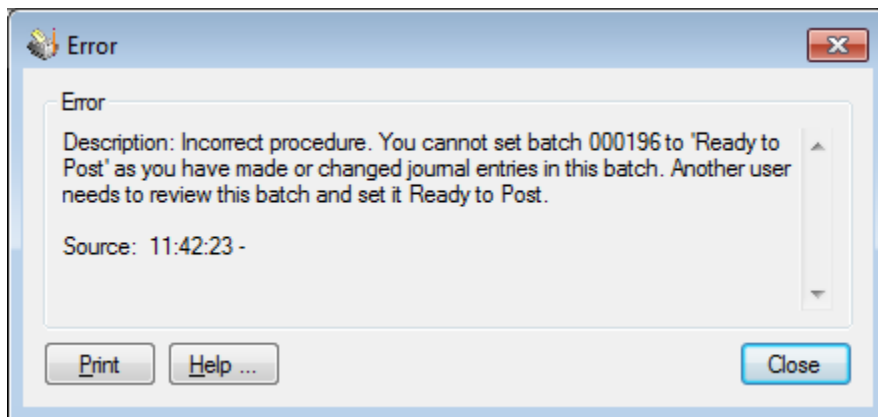
SOX Second Sight provides a way to insure that the Sage 300 user posting a General Ledger, Accounts Payable or Accounts Receivable batch has not been involved in the preparation of that batch. While Sage 300 separates the data entry and posting permissions, it may be that all users can perform both functions and a requirement exists to insure that two different users see the processing of each batch.

Note: TaiRox has a product named SOX Check Approval that takes control of the Accounts Payable Payment Batch function. SOX Second Sight and SOX Check Approval can both be installed and activated, but only one can take control of the Payment Batch function at a time.

Overview

Once SOX Second Sight is installed, activated and set up, the standard A/P, A/R and G/L Batch List functions are replaced by a Extended Batch List functions. The extended functions' sole purpose is to check the entries in a batch and block a status change to "Ready to Post" if the current Sage 300 user is the last user to have entered or changed any of the entries (as determined by the Sage 300 "audit stamp").

The only difference in behavior between Sage 300 Batch List and the TaiRox Extended Batch List function is an error message that will appear if a user tries to set a batch to Ready to Post (by double-clicking on the Ready to Post column or pressing the Post button):

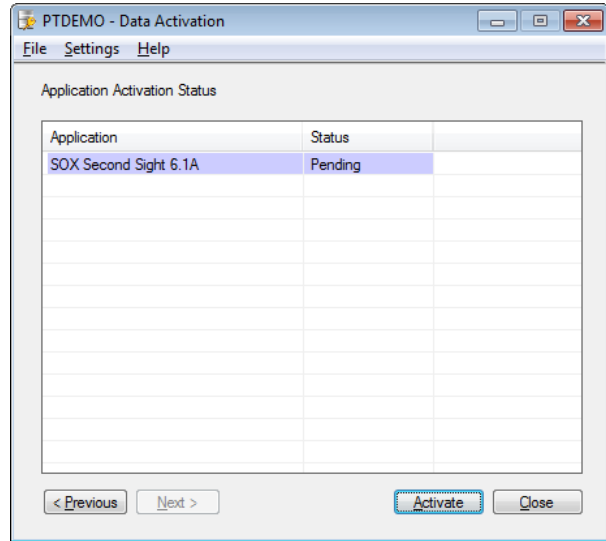
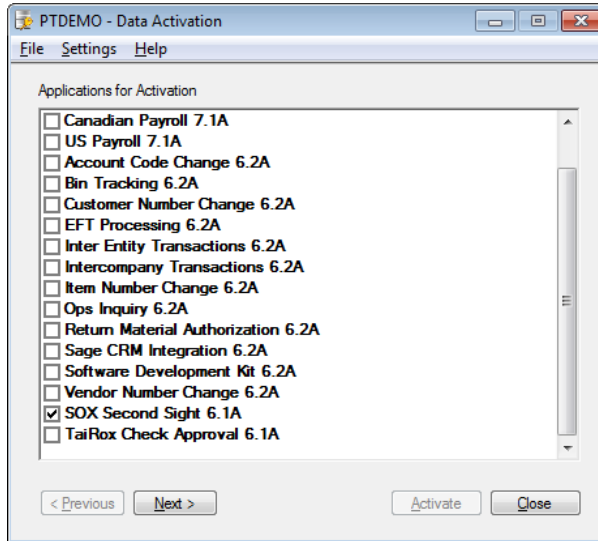


SOX Second Sight User Guide

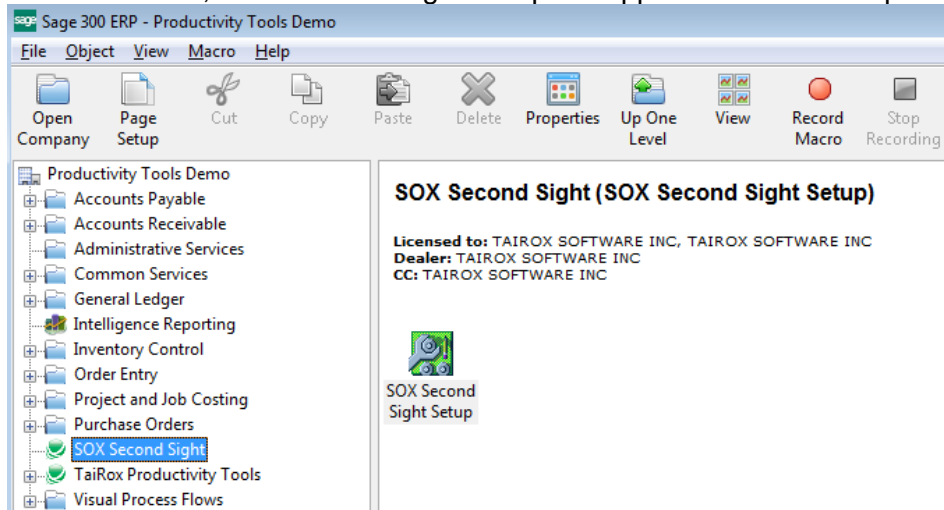
SOX Second Sight Set Up

Important Note: SOX Second Sight enforcement can be turned on and off by a user with full administrative rights, as described in this section. It may be advisable for the setup functions to be performed by a user other than one of the users entering and posting batches.

SOX Second Sight is activated just like any core application. It is activated in those companies for which the entering and posting of batches is to be controlled. There is a single version (6.1A) that will operate correctly with multiple Sage 300 versions.



Once activated, SOX Second Sight Setup will appear on the Desktop:

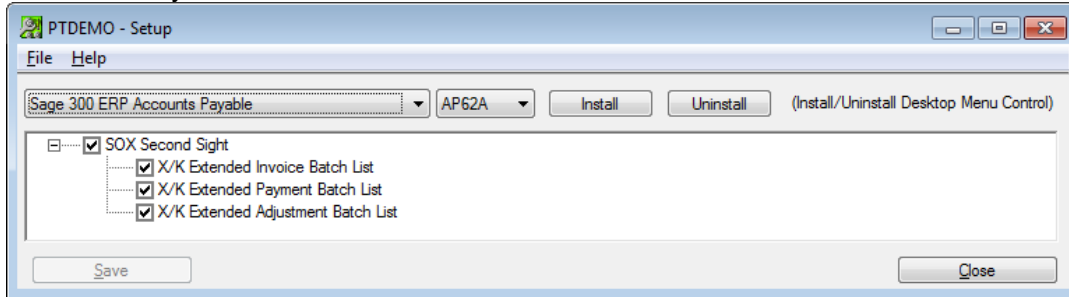


SOX Second Sight User Guide

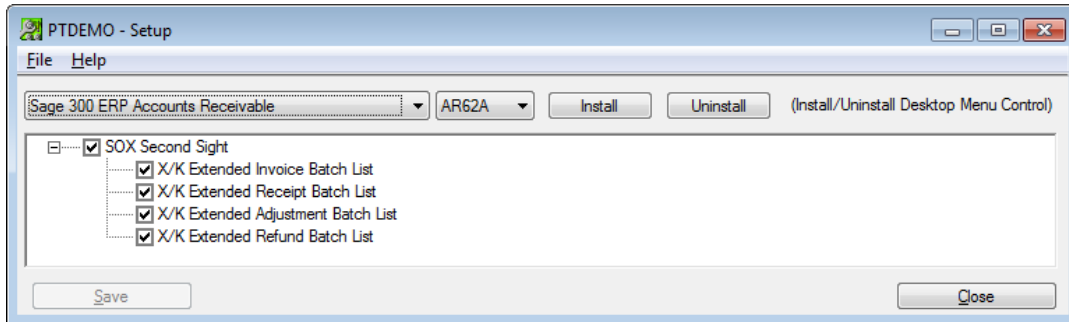
SOX Second Sight Set Up (continued)

The setup function either installs or uninstalls Desktop Menu Control for the module selected. The menu control will be applied to all Batch List functions with selected checkboxes. The Save button will be active if the checkbox selection changes so that settings will be remembered. Once your setup is complete, you will need to re-open the company to have the new settings take effect.

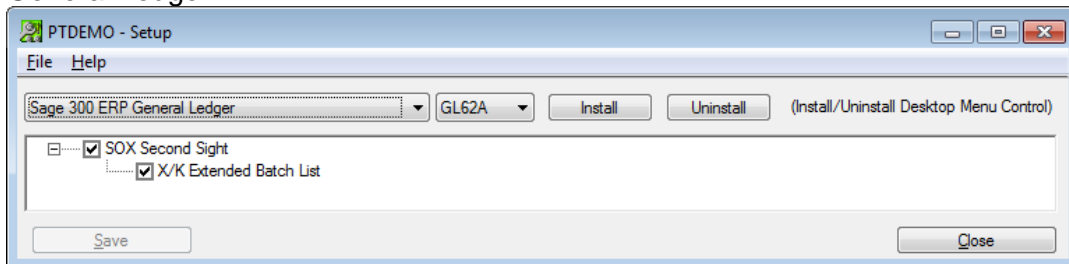
Accounts Payable:



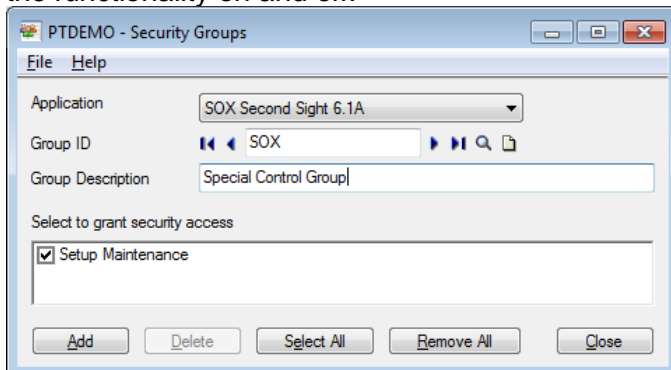
Accounts Receivable:



General Ledger:



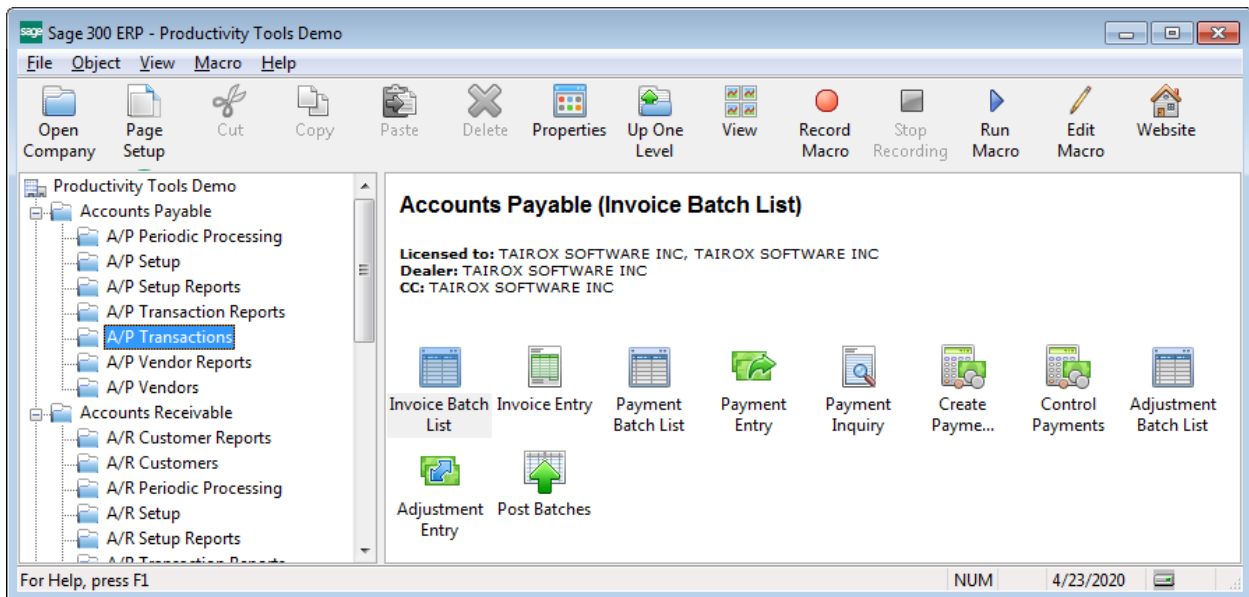
Standard Sage 300 Security insures that non-administrators need specific security rights to turn the functionality on and off.



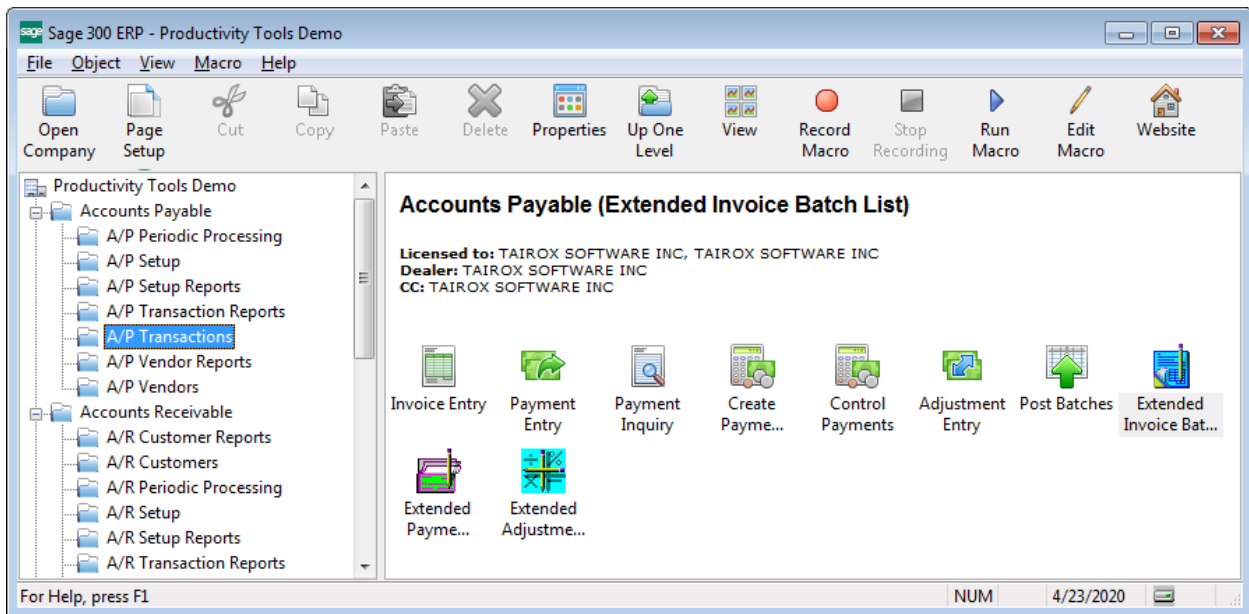
SOX Second Sight User Guide

SOX Second Sight Set Up (continued)

Without Desktop Menu Control, the A/P Transactions menu will appear as follows:



With Desktop Menu Control, the A/P Transactions menu will appear as follows (Batch List functions replaced by Extended Batch List functions):

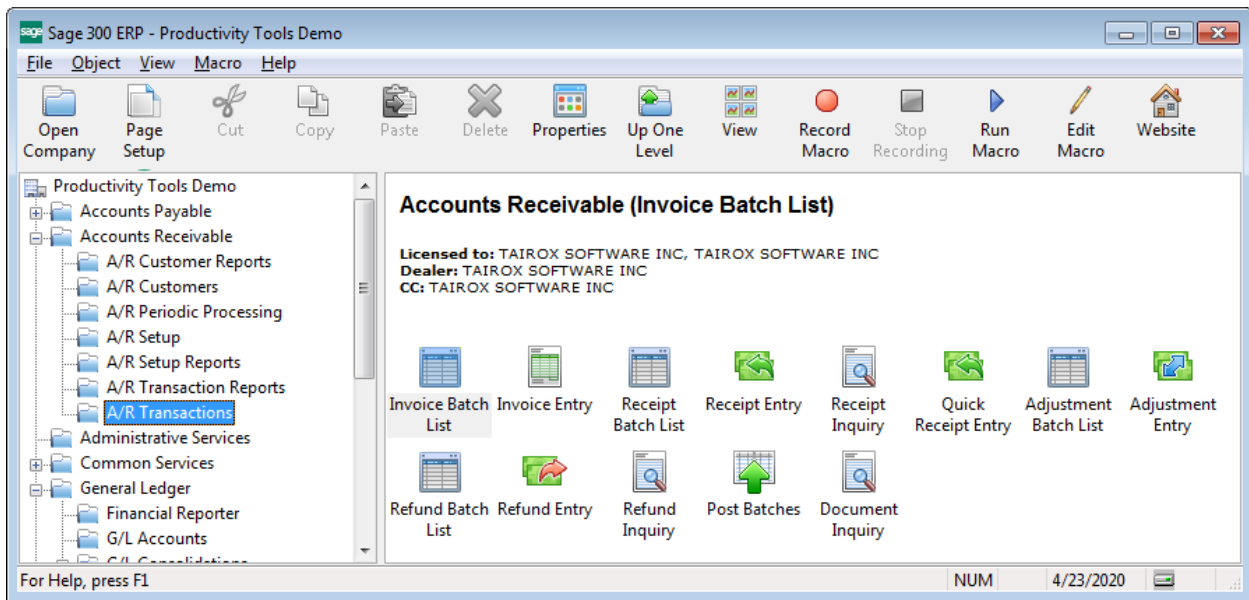


Important Note: Installing or Uninstalling Desktop Menu Control affects all companies in which SOX Second Sight has been activated.

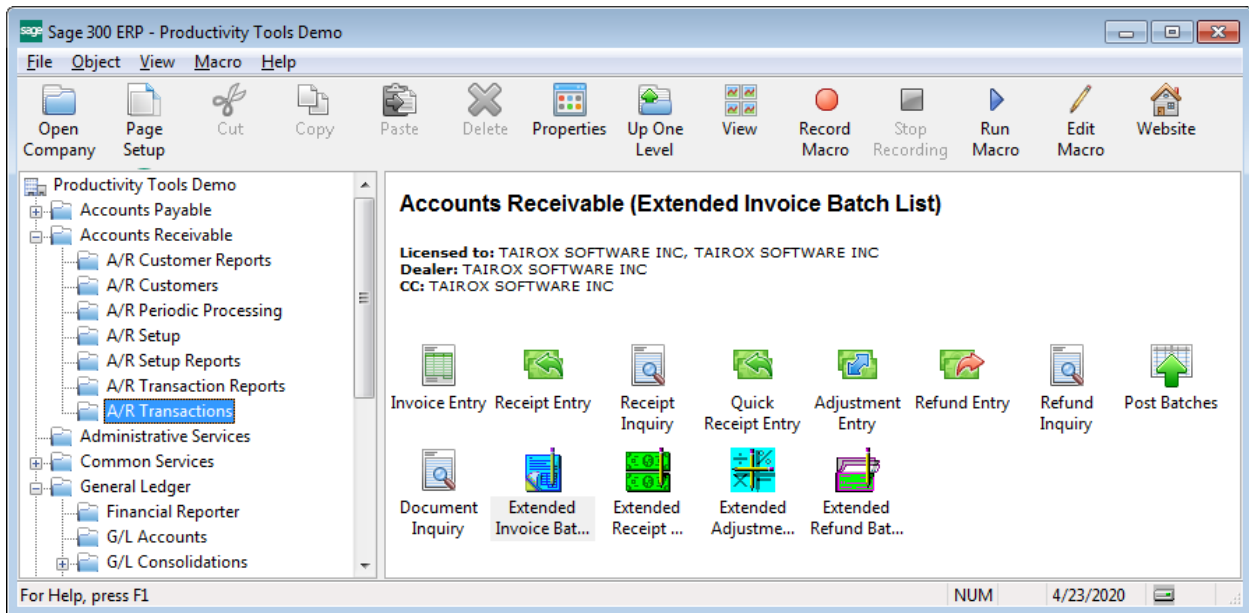
SOX Second Sight User Guide

SOX Second Sight Set Up (continued)

Without Desktop Menu Control, the A/R Transactions menu will appear as follows:



With Desktop Menu Control, the A/R Transactions menu will appear as follows (Batch List functions replaced by Extended Batch List functions):

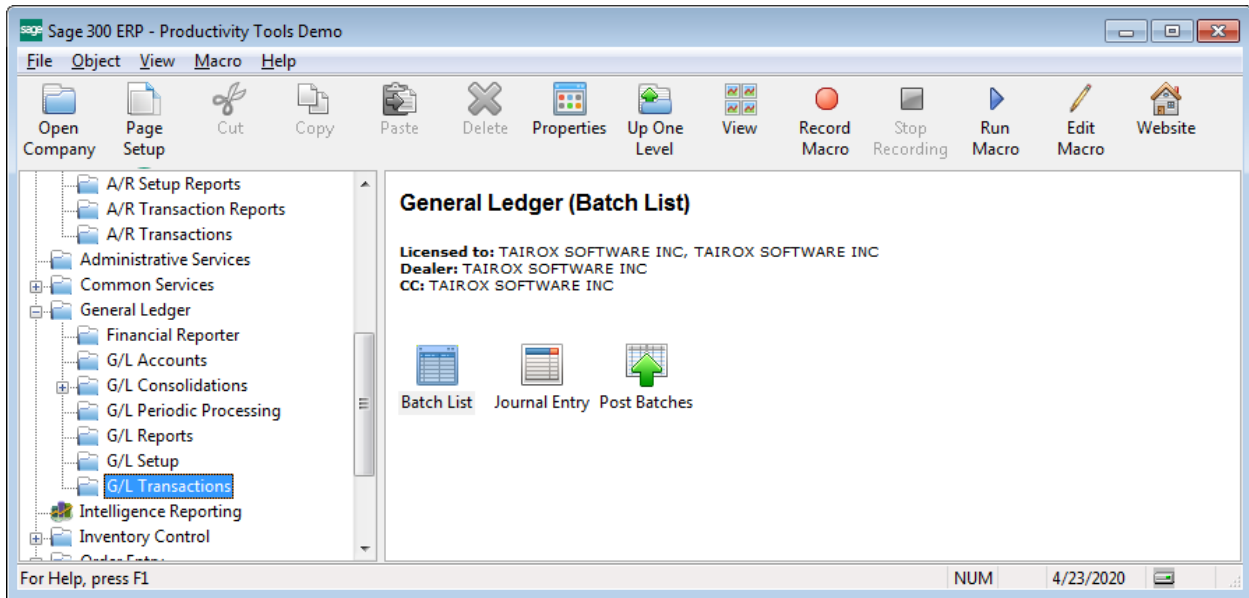


Important Note: Installing or Uninstalling Desktop Menu Control affects all companies in which SOX Second Sight has been activated.

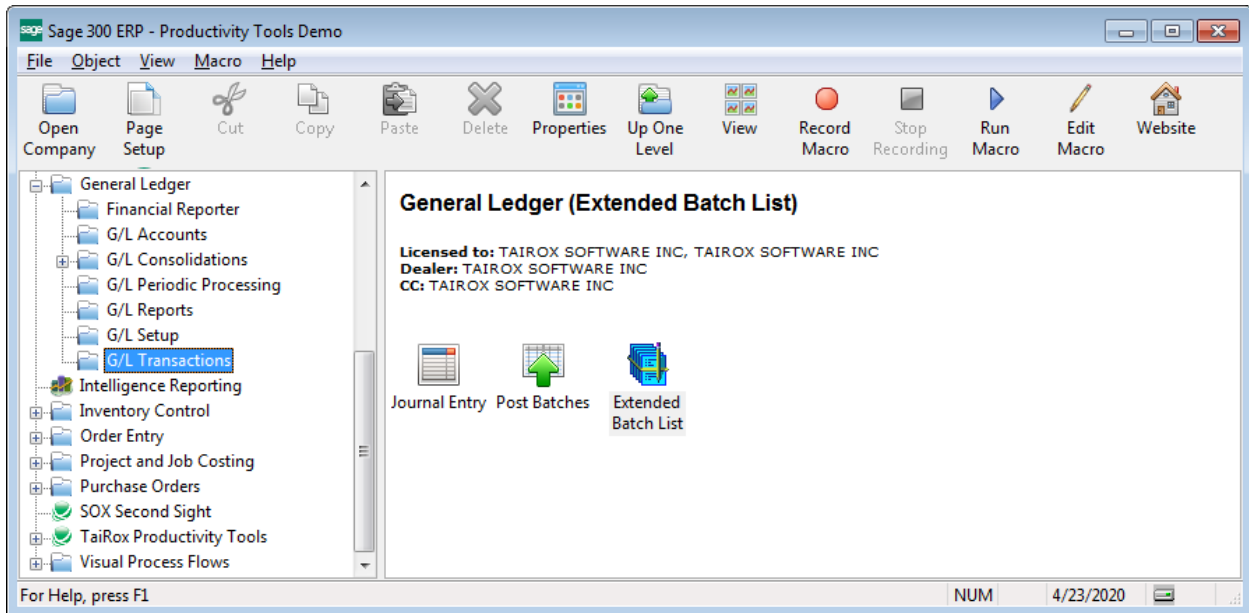
SOX Second Sight User Guide

SOX Second Sight Set Up (continued)

Without Desktop Menu Control, the G/L Transactions menu will appear as follows:



With Desktop Menu Control, the G/L Transactions menu will appear as follows (Batch List functions replaced by Extended Batch List functions):

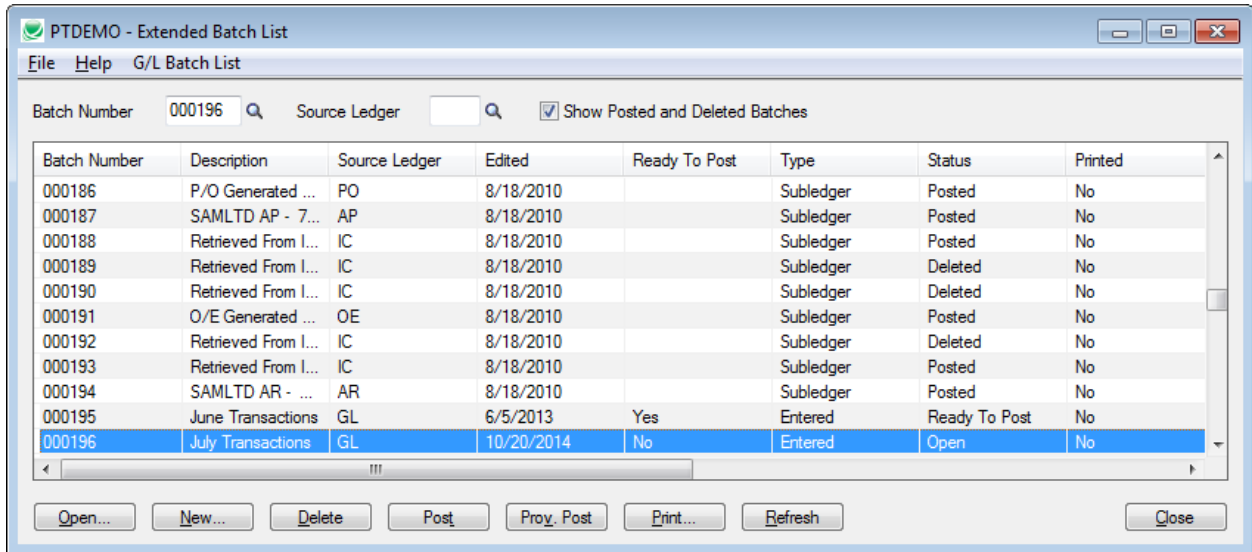


Important Note: Installing or Uninstalling Desktop Menu Control affects all companies in which SOX Second Sight has been activated.

SOX Second Sight User Guide

Running Extended Batch List Functions

The Extended Batch List function takes control of the Ready To Post operation. Before allowing this status change, the batch is inspected to see that the current Sage 300 user has not entered or modified the batch, according to the Sage 300 audit stamp. The form has the same appearance as the Batch List form.



Setting "Ready To Post" to Yes, may cause this error message to appear. This message will also appear if the Post button is pressed (intermixed with Sage 300 warnings and messages).

