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Hello again and welcome to our latest newsletter.

Do get in touch if there's anything you'd like to talk to us about.

## Programme Update

We will shortly be contacting you\* to install the latest Blue Tuesday Update, the main purpose of which is the imminent Making Tax Digital Vat changes, plus incorporating suggestions from our users. It will need to be installed before the 1<sup>st</sup> April due to the current version's expiry date.

The update enables all the data storing and reporting functionality of MTD, but there will be an additional, separate routine released in the next few weeks to enable the actual Vat report filing. The simple reason for this is whilst it is all finished and tested, HMRC insist we do one final test using a live VAT return before it is released to everyone. They suggest we use our own Vat return and this isn't due until the end of the month. There are no consequences to your MTD compliance. Nobody needs to file a vat return under MTD until 1<sup>st</sup> July at the earliest.

***\*If your account is not up to date, we will need you to deal with outstanding amount/s or to talk to us before we contact you for this update.***

As well as dealing with MTD, updating to rev 2.0.6.3 will:

Add a timer, activated by going into a time recording function. This has a stop button, which changes to a + sign when clicked on. Click on the + sign to resume the timing, or on the clock to start a new timer. Like Floating Forms, the timer can be picked up and moved elsewhere on the screen. We hope to be able to add an auto posting function to this, but it needs more work at the moment.

Add auto payments (dd, so etc.) to post items set up through this routine. This is located in the Admin tab and setting up these items is fairly self-explanatory but please contact us if you'd like us to go through it with you. The first login on or after the due date is when the transactions will be auto-posted.

Add the client and/or matter notes box to the merge categories within Standard Tasks

Add a print button to the + Note function within the Document History tab.

Add improved error messaging. For instance, when trying to open a missing Word document or where a document doesn't exist.

Enable the Date Opened field to be locked. This is done via the parameters in the Config menu. It's not something we encourage users to experiment with, but we're happy to activate this for you if you wish.

Enable the default Search criteria in Matters to be changed to Live, All or Completed Matters instead of the current default of Client Only. We suspect that the most popular option here will be Live Matters. Again, this is within the parameters and we're happy to change this if you wish.

Remove some of the blank spaces on Bank Reconciliation reports, and each page will include a header so that you know whether you are looking at Cleared or Uncleared transactions.

Remove the Interest option from Deposit Transfer. This means that interest can only be posted via the Deposit Direct tab and will only show on the Deposit ledger, not the Client one.

Show our contact details on the front page.

## Payment by Cheque

We have reluctantly reached the decision that we will no longer accept payment by cheque for practical reasons.

Because of our working hours and the closure of so many bank branches, it is increasing difficult for us to get to a bank to deposit cheques. It has also become one of the most inefficient and expensive ways of both making and receiving a payment, and with the ready availability of online banking, we will in future only accept payments by either Standing Order or transfer.

Please contact us if this causes you a problem and we will do our best to come up with a practical solution.