

2025 ASK A SAGE EXPERT SERIES

The Quest for the Golden Ledger:

A Smart Rules Adventure



Zoom Tips

Ask Questions

Please feel free to unmute yourself and ask questions live, or use the “As a Question” feature to type them in.

Chat

Click the Chat button at the bottom of the Zoom window to open the chat panel, where you can send messages and engage with participants either publicly or privately.

Raise Your Hand

if you need assistance, click the Raise Hand button in the Zoom toolbar to alert the host, and they will address your concern as soon as possible.

Today's Presenters



Sam Narlock

*Sage Intacct
Senior Consultant*



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*Sage Intacct
Solution Architect*

Quest Objectives

01

Unlock the power of Smart Rules to automate and enforce 1099 vendor requirements.

02

Discover how to elevate AR invoice descriptions using Smart Events.

03

Explore best practices for using dimension relationships.



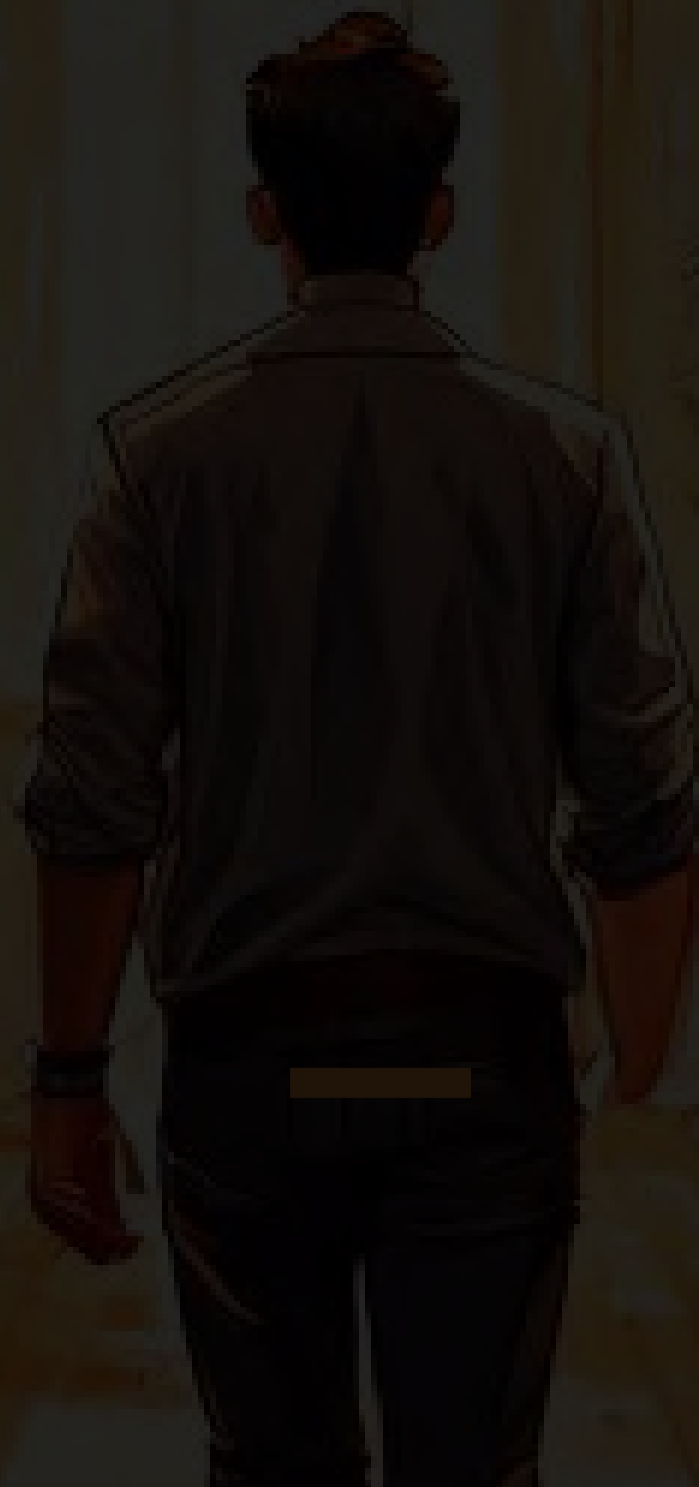
Choose Your Own Adventure

You find yourself at a crossroads in your project. You have two options:

Good solution: Follow the standard process to complete the task. It works, but it may take more time and effort.

Better solution: Take advantage of more efficient features to make the task quicker and smoother, saving you time in the long run.

Enforce 1099 Vendor Requirements



Enforce 1099 Vendor Requirements



Where's the W-9?

Vendor Information

Vendor Additional information Contact list Payment information Bank fil

Vendor details

Type ID <input type="text"/>	<input type="checkbox"/> 1099 eligible ?
Parent <input type="text"/>	1099 name <input type="text"/>
GL group <input type="text"/>	Attachment ? <input type="text"/>
Tax ID <input type="text"/>	

Scenario

My AP Clerk always forgets to attach the W-9 forms on new vendors.

Good Solution

Review W-9's on file during tax season.

Enforce 1099 Vendor Requirements



Where's the W-9?

A screenshot of a software interface titled "Vendor Information". The interface has a navigation bar with tabs: "Vendor", "Additional information" (which is selected and underlined), "Contact list", "Payment information", and "Bank fil". Below the navigation bar is a section titled "Vendor details". This section contains several input fields: "Type ID" (a dropdown menu), "Parent" (a dropdown menu), "GL group" (a dropdown menu), and "Tax ID" (a text input field). To the right of these fields are two checkboxes: "1099 eligible" (with a question mark icon) and "Attachment" (with a question mark icon). The "Attachment" checkbox is highlighted in yellow. Below the "Attachment" checkbox is a text input field for the "1099 name" and another dropdown menu for the "Attachment" field, which also has a question mark icon and a paperclip icon to its right.

Scenario

My AP Clerk always forgets to attach the W-9 forms on new vendors.

Better Solution

Use **Smart Rules** to require attachments.

Smart Rules are conditions that generate warning or error messages to the user. They are key to building compliance and ensures business practices are enforced within your organization.

Bonus: Require attachment for 1099able vendors only.

Enforce 1099 Vendor Requirements

Where's the W-9?

How to Add Smart Rules

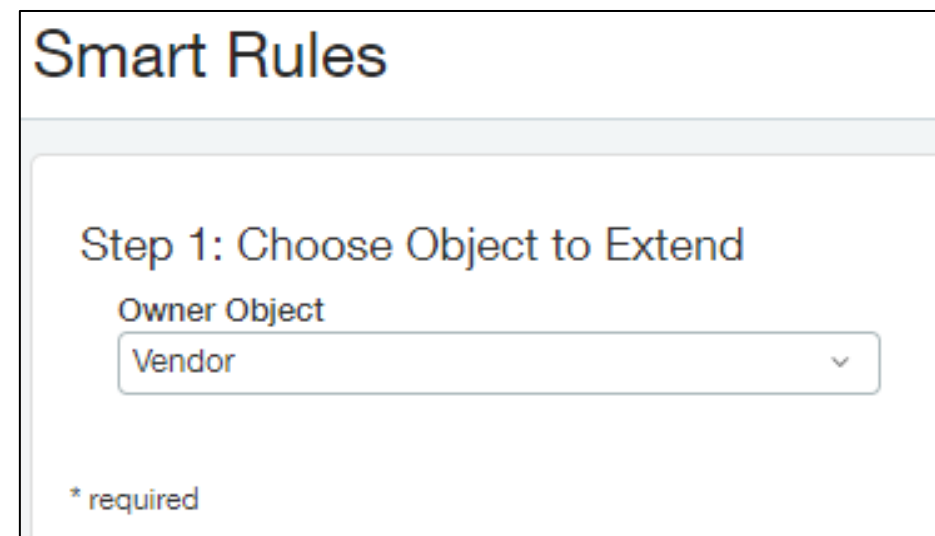
Top Level > Platform Services >
Smart Rules

Smart Rule Rationale

If the Vendor's 1099BOX is not
blank, and blank attachments –
Generate an error upon "Post"

Added Rationale

If the Vendor's 1099BOX is blank –
No errors are given



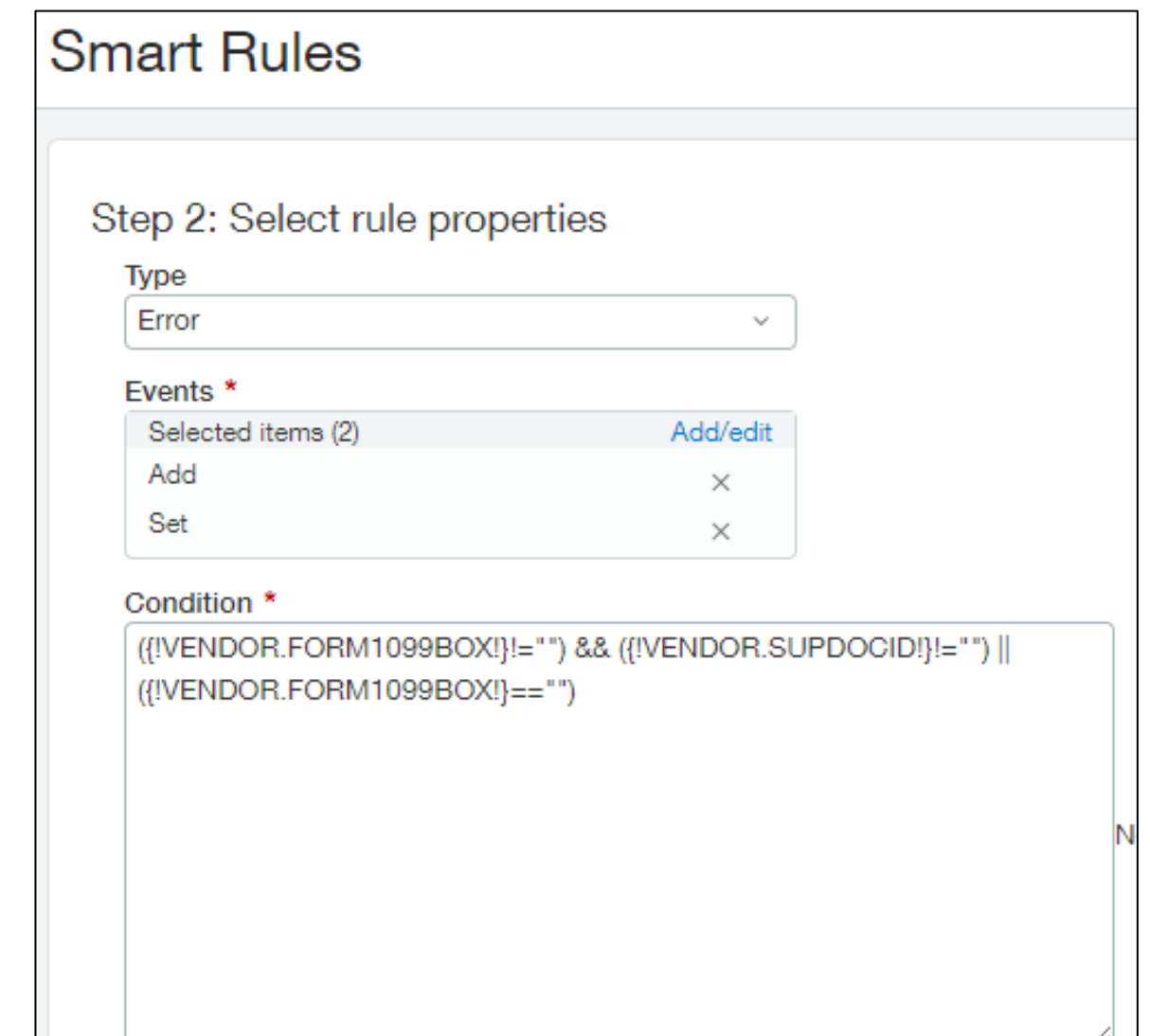
Smart Rules

Step 1: Choose Object to Extend

Owner Object

Vendor

* required



Smart Rules

Step 2: Select rule properties

Type

Error

Events *

Selected items (2) [Add/edit](#)

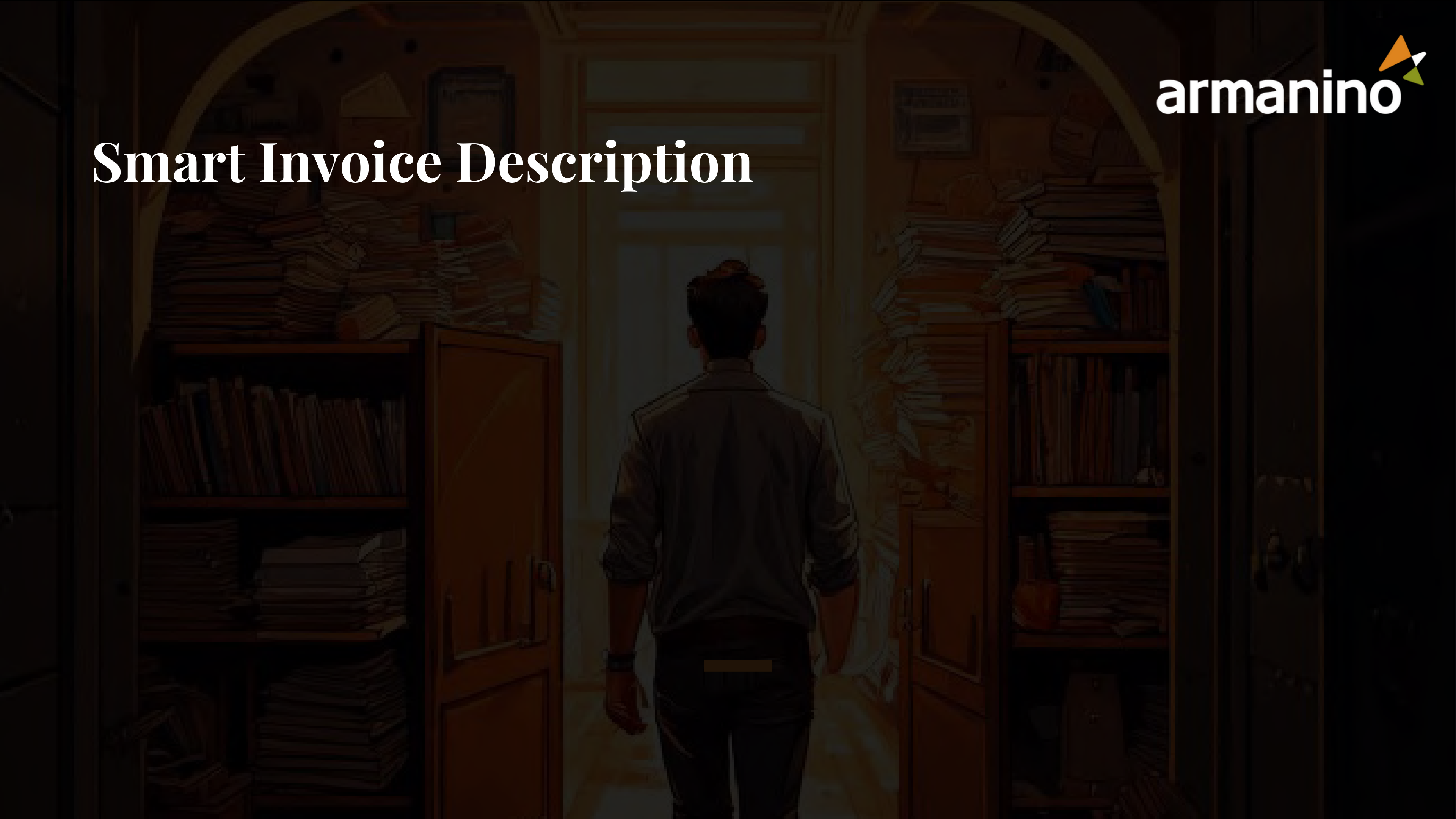
Add ×

Set ×

Condition *

```
{!VENDOR.FORM1099BOX!}!="") && (!VENDOR.SUPDOCID!}!="") ||  
{!VENDOR.FORM1099BOX!}=="")
```

Smart Invoice Description



Smart Invoice Description



Automate Invoice Description

Scenario: A SaaS company needs different invoice message depending on tagged department.

Department = Software: “Monthly fees include overage users”

Department = Support: “Upgrade to Platinum Support for immediate turnaround”

Department = Professional Services: “Detailed hours are provided upon request”

Payment terms Net 30	Message Monthly fees include overage users	Attachment ⓘ
Date due * 11/11/2022	Ship via USPS	Customer or Payor PO number
Reference		

Entries		Show defaults				What can I do		
	Item ID *	Location	Department	Quantity *	Unit	Price *	Extended price	
☰	1	41000--Lighting Softw	100--Accord Health	101--Software	1	Each	1,000.00	1,000.00

Smart Invoice Description

armanino 

Automate Invoice Description

Good Solution =
Type it in!

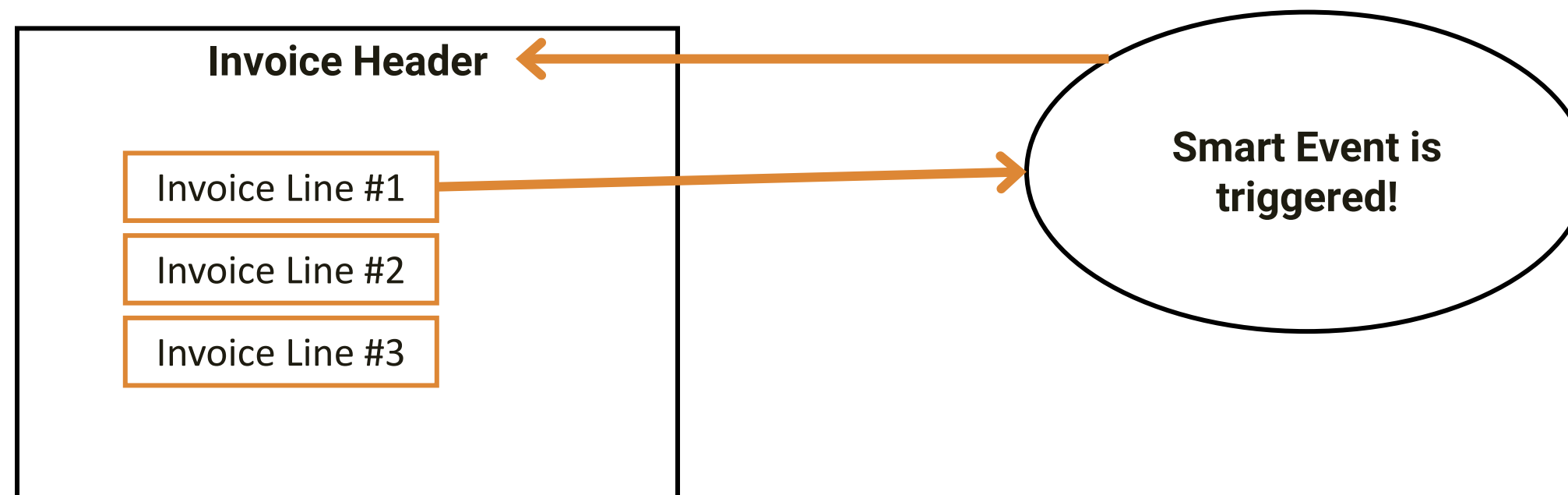


Smart Invoice Description

Automate Invoice Description

Better Solution

Create Smart Events to auto-populate the message on the invoice header based on Line #1's department.

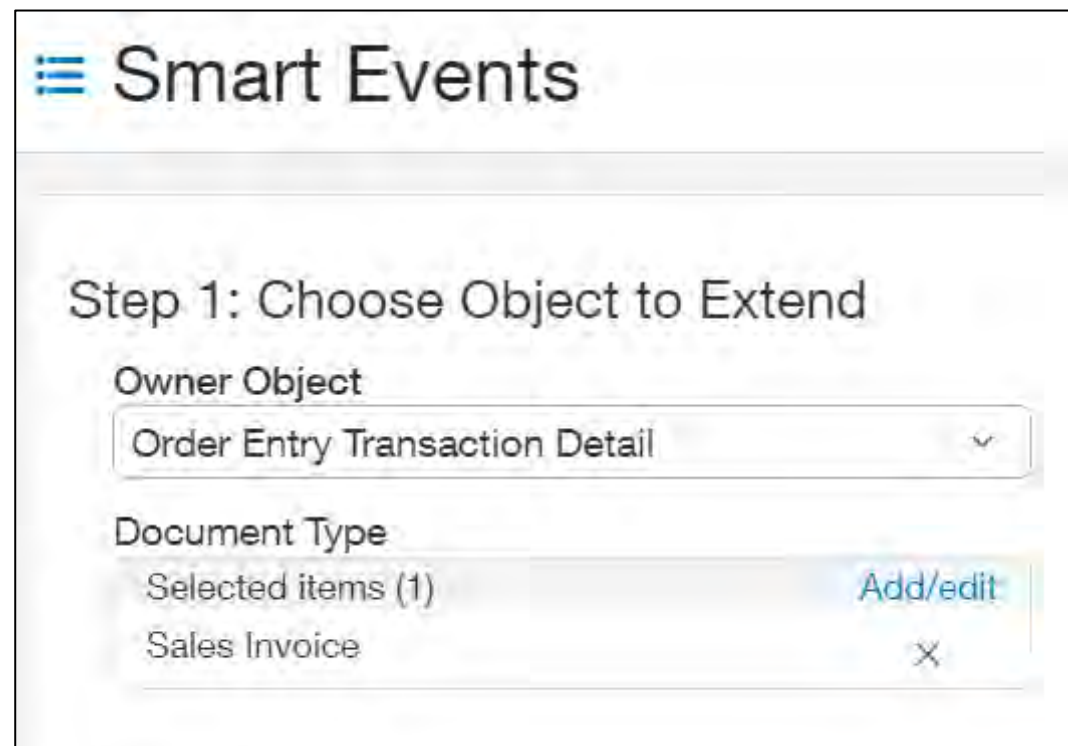


Smart Invoice Description

Automate Invoice Description

Better Solution

What are Smart Events? Smart Events are triggered when a given event occurs, and certain conditions are met.

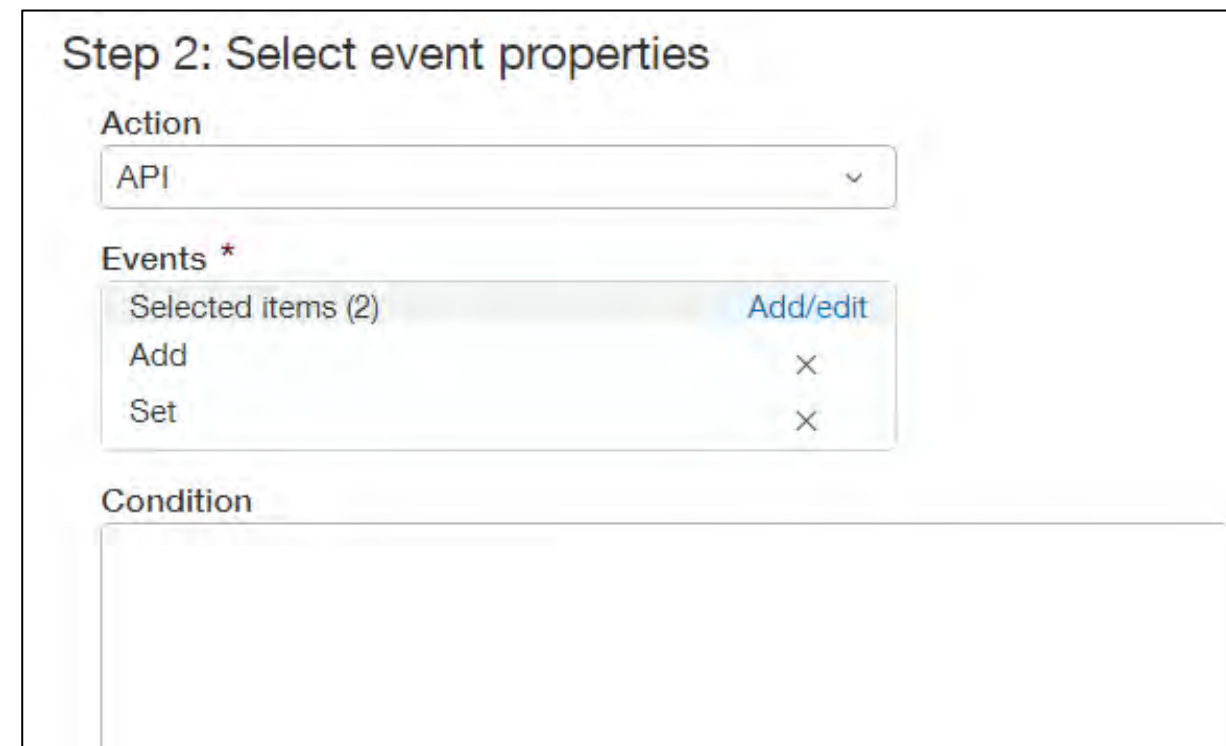


Smart Events

Step 1: Choose Object to Extend

Owner Object
Order Entry Transaction Detail

Document Type
Selected items (1) Add/edit
Sales Invoice

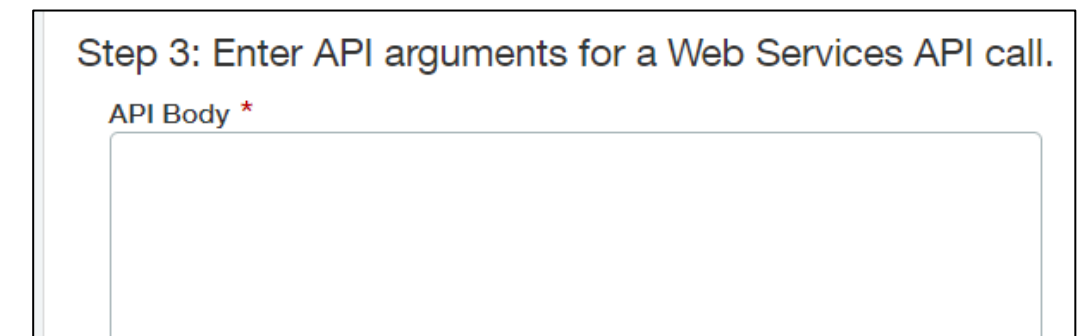


Step 2: Select event properties

Action
API

Events *
Selected items (2) Add/edit
Add
Set

Condition



Step 3: Enter API arguments for a Web Services API call.

API Body *

Smart Invoice Description

Automate Invoice Description

How it's Done

Navigate to Platform Services > Smart Events

Follow the screenshots

02 Code

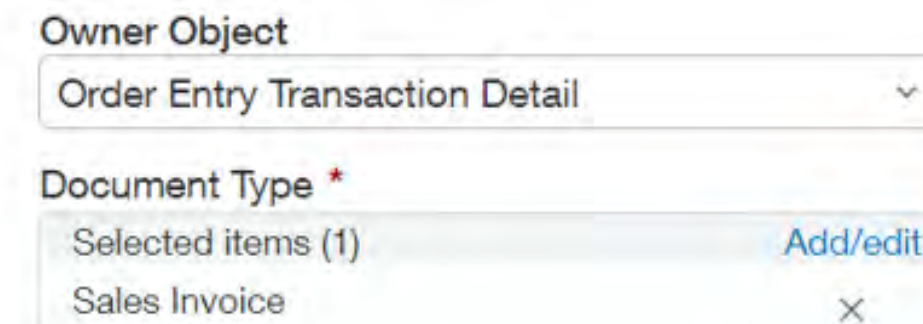
```
{!SODOCUMENTENTRY.LINE_NO!} == 0 &&  
{!SODOCUMENTENTRY.DEPARTMENTID!} == "201"
```

03 Code

```
<update_sotransaction  
key="{!SODOCUMENTENTRY.SODOCUMENT.DOCID!}">  
  <message>Monthly fees include overage users</message>  
</update_sotransaction>
```

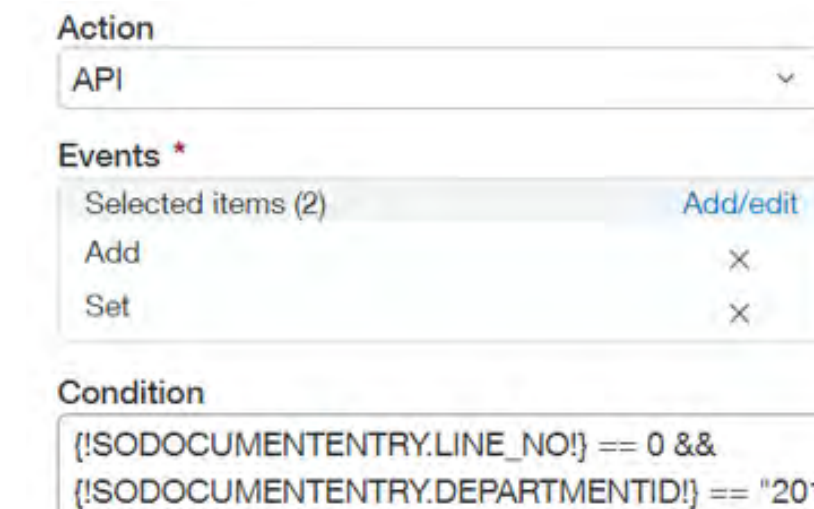
01

Choose object to extend



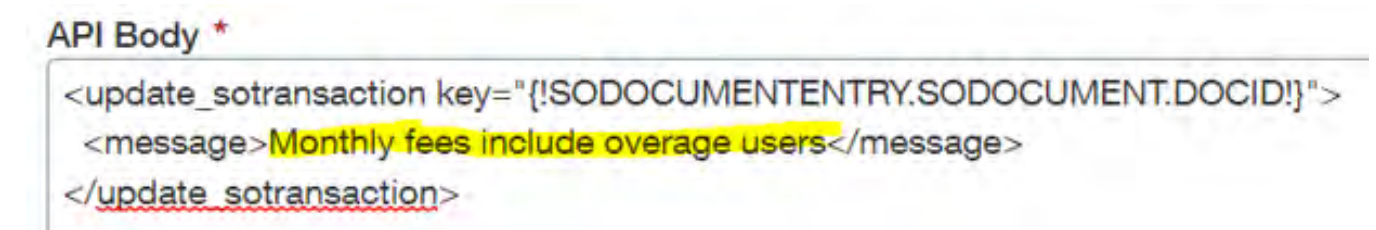
02

Select event properties



03

Enter API arguments for a Web Services API call




Smart Invoice Description



Automate Invoice Description

Department = **Software**



INVOICE

Remit to:
Company Name Here
Dept. 1234, PO Box ABCD
Dallas, TX 75312-3836

Date	1-Feb-2025
Invoice #	Inv-I00062
Terms	Net 30
PO#	
Date Due	3-Mar-2025


Bill To:
Apple Inc.
Bill To Address 2
San Francisco, CA 94112

Ship To:
Apple Inc.
Ship To Address 3
San Francisco, CA 94112

Invoice Message/Notes: Monthly fees include overage users

ITEM #	DESCRIPTION	START DATE	END DATE	QTY	UNIT PRICE (USD)	AMOUNT (USD)
41000	Lightning Software Annual Subscription	2/1/2025	1/31/2026	1	\$1,000.00	\$1,000.00
Subtotal						\$1,000.00
Sales Tax						\$0.00
Total						\$1,000.00
PAYMENT						\$0.00
TOTAL DUE						\$ 1,000.00

Department = **Support**



INVOICE

Remit to:
Company Name Here
Dept. 1234, PO Box ABCD
Dallas, TX 75312-3836

Date	1-Feb-2025
Invoice #	Inv-I00062
Terms	Net 30
PO#	
Date Due	3-Mar-2025

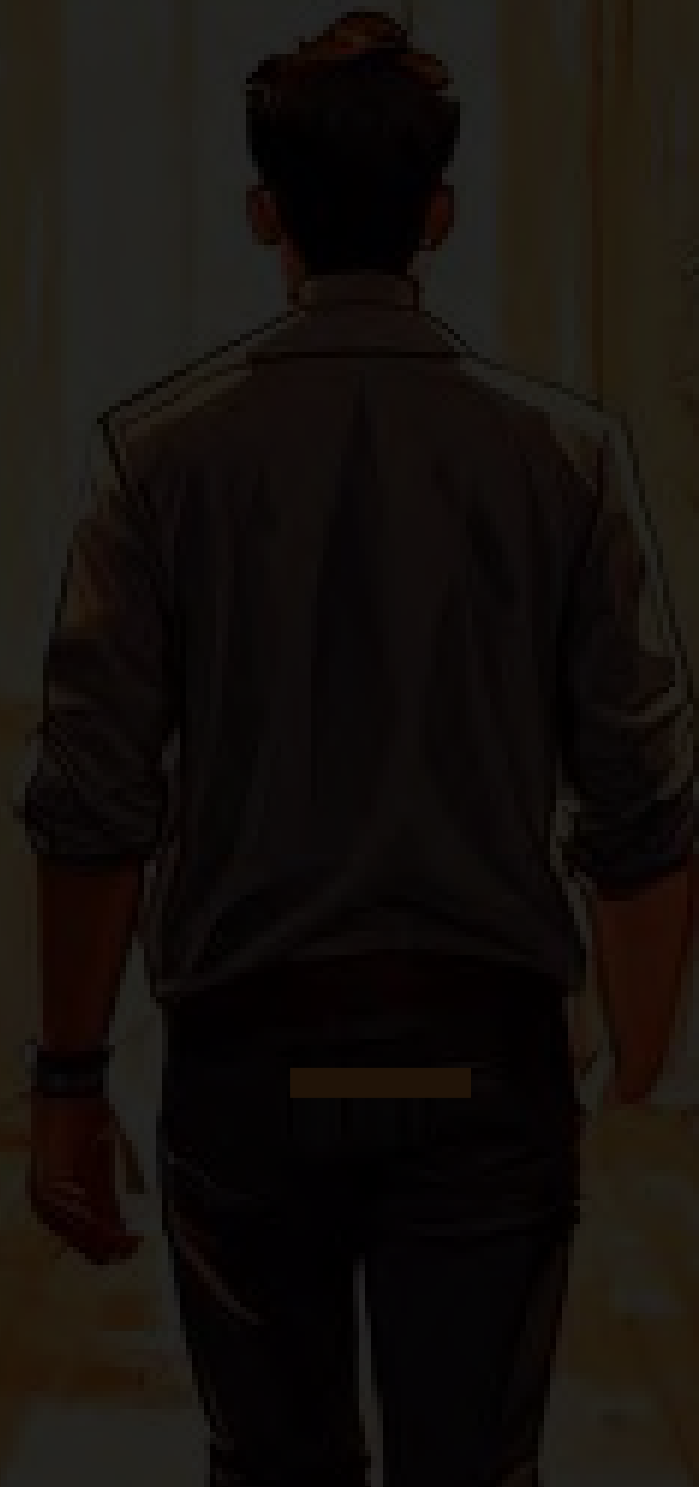
Bill To:
Apple Inc.
Bill To Address 2
San Francisco, CA 94112

Ship To:
Apple Inc.
Ship To Address 3
San Francisco, CA 94112

Invoice Message/Notes: Upgrade to Platinum Support for immediate turnaround

ITEM #	DESCRIPTION	START DATE	END DATE	QTY	UNIT PRICE (USD)	AMOUNT (USD)
41000	Annual Gold Support	2/1/2025	1/31/2026	1	\$1,000.00	\$1,000.00
Subtotal						\$1,000.00
Sales Tax						\$0.00
Total						\$1,000.00
PAYMENT						\$0.00
TOTAL DUE						\$ 1,000.00

Auto-populate Dimensions via Relationships



Dimension Relationships

Auto-populate Dimensions via Relationships

Scenario: The Not-For-Profit organization heavily utilizes Sage Intacct dimensions, but the accounting team needs to tag numerous dimensions every single transaction.

Entries [Show defaults](#)

	Account *	Program	Location	Department	Donor	Restriction	Debit	Credit
☰ 1	60000-110--Payroll-Sa	2000--Resources Law	100--Resources Legac	PA--Program Administ	D0006--National Park	Unrestricted	Debit	Credit

Good Solution: Require dimensions per GL Account


Dimension Relationships

Auto-populate Dimensions via Relationships

Scenario: The Not-For-Profit organization heavily utilizes Sage Intacct dimensions, but the accounting team needs to tag numerous dimensions every single transaction.

Good Solution: Require dimensions per GL Account



Account number 
60000-110

Title *

Require dimensions

- Department
- Location
- Program
- Donor
- Vendor
- Employee
- Item
- Class
- Restriction

Dimension Relationships



Scenario: The Not-For-Profit organization heavily utilizes Intacct dimensions, but the accounting team needs to tag numerous dimensions every single transaction.

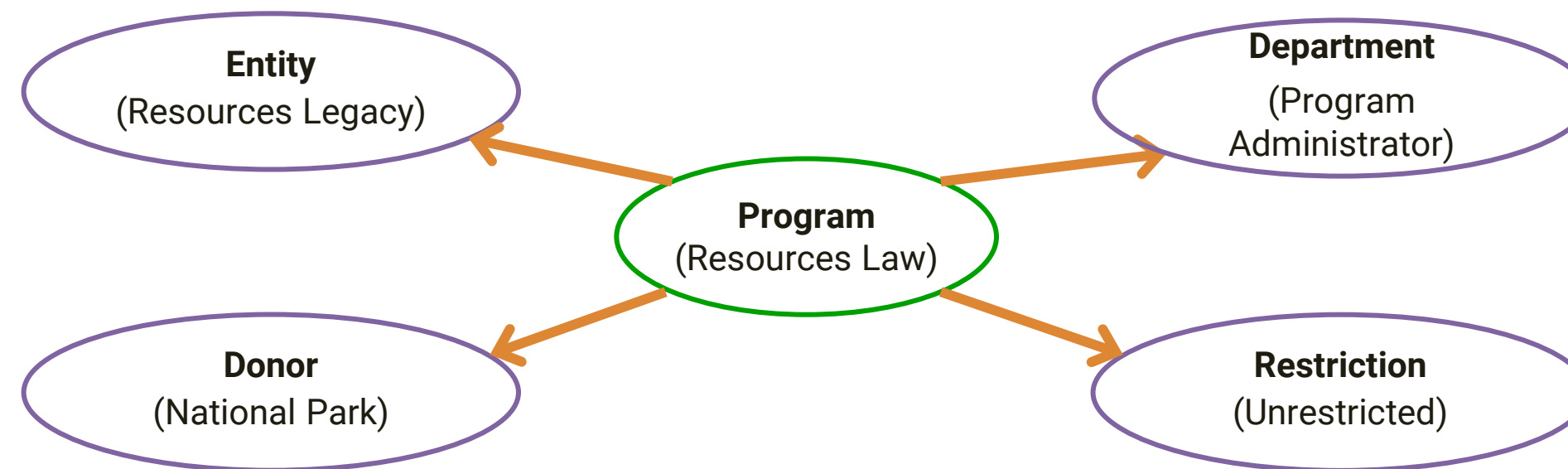
Better Solution

- Create dimension relationships
- Dimension relationships can be a helpful way to simplify data entry by auto-populating related values between dimensions. These relationships automate and speed up data entry.
- In short, it auto-populates dimensions!

Dimension Relationships

How it's Done

Entries		Auto-Populates per the Program					Debit	Credit	
		Account *	Program	Location	Department	Donor	Restriction		
≡	1	60000-110--Payroll-Se	2000--Resources Law	100--Resources Legac	PA--Program Administ	D0006--National Park	Unrestricted		



Dimension Relationships

How it's Done – Step 1

- 1 Navigate to Platform Services on the Top Level
- 2 Objects
- 3 Find the dimension
- 4 Under relationship, add New
- 5 Choose the related dimension, in our example all four: Department, Location, Donor (Customer) and Restriction

Platform Services > Objects

Object Definitions [New Object](#) [Create Object from Spreadsheet](#) Filter By Application

Action	ID	Object
Reset Filter 1 of 492	<input type="text"/>	Program
Edit	5048	Program

Choose Related Object

Choose the object to establish a relationship with.

Related Object

	Object
<input type="radio"/>	Class [CLASS]
<input type="radio"/>	Contract [CONTRACT]
<input type="radio"/>	Donor [CUSTOMER]
<input type="radio"/>	Employee [EMPLOYEE]
<input checked="" type="radio"/>	Functional Expense [DEPARTMENT]

Dimension Relationships

How it's Done – Step 1

6

Choose relationship type

Usually, it's "Many to One"

Relationship Properties

Please specify singular and plural names for the **Program** side of this relationship. These names will be used as labels for

Singular Name

Plural Name

Please specify singular and plural names for the **Functional Expense** side of this relationship. These names will be used

Singular Name

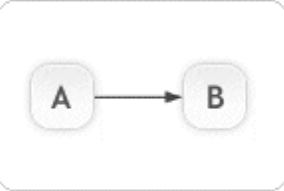
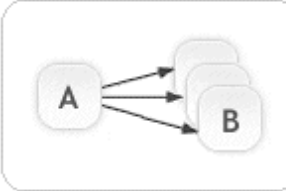
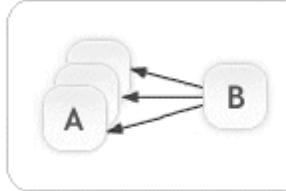
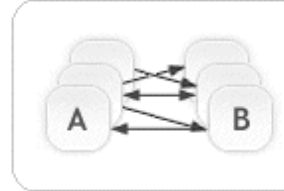
Plural Name

The Integration Name is used to reference this relationship via merge fields and the Intacct web services APIs. This name

Integration Name

Relationship Type

Relationship Type determines whether records of each type can have one or more than one related record.

			
One Program to One Functional Expense	One Program to Many Functional Expenses	Many Programs to One Functional Expense	Many Programs to Many Functional Expenses

Relationship Type

Dimension Relationships

How it's Done – Step 2

- 1 Navigate to Platform Services on the Top Level
- 2 Objects
- 3 Find the dimension
- 4 Edit
- 5 Enable "Auto-fill related objects"
This lets Sage Intacct auto-populate related dimensions

Platform Services > Objects

Object Definitions [New Object](#) [Create Object from Spreadsheet](#) Filter By Application

Action	ID	Object
Reset Filter 22 of 492	<input type="text"/>	Program
Edit	5048	Program

Status Options

Is Managed Only t

Deployed

GL Dimension

Auto-fill related objects

Enable override of auto-filled objects

Dimension Relationships

How it's Done – Step 2

6

Assign relationship by Dimension

Program Information

Program name *	End date
<input type="text"/>	<input type="text"/>
Program category *	Parent program
Contract	<input type="text"/>
Program type	Program status
<input type="text"/>	<input type="text"/>
Description	Status
<input type="text"/>	Active
Donor	
<input type="text"/>	

▼ Contacts

Primary contact	Ship-to contact
<input type="text"/>	<input type="text"/>
--	--

▼ People

Program manager	External user (donor)
<input type="text"/>	<input type="text"/>

Functional Expense

Grant

Quest Conclusion

01

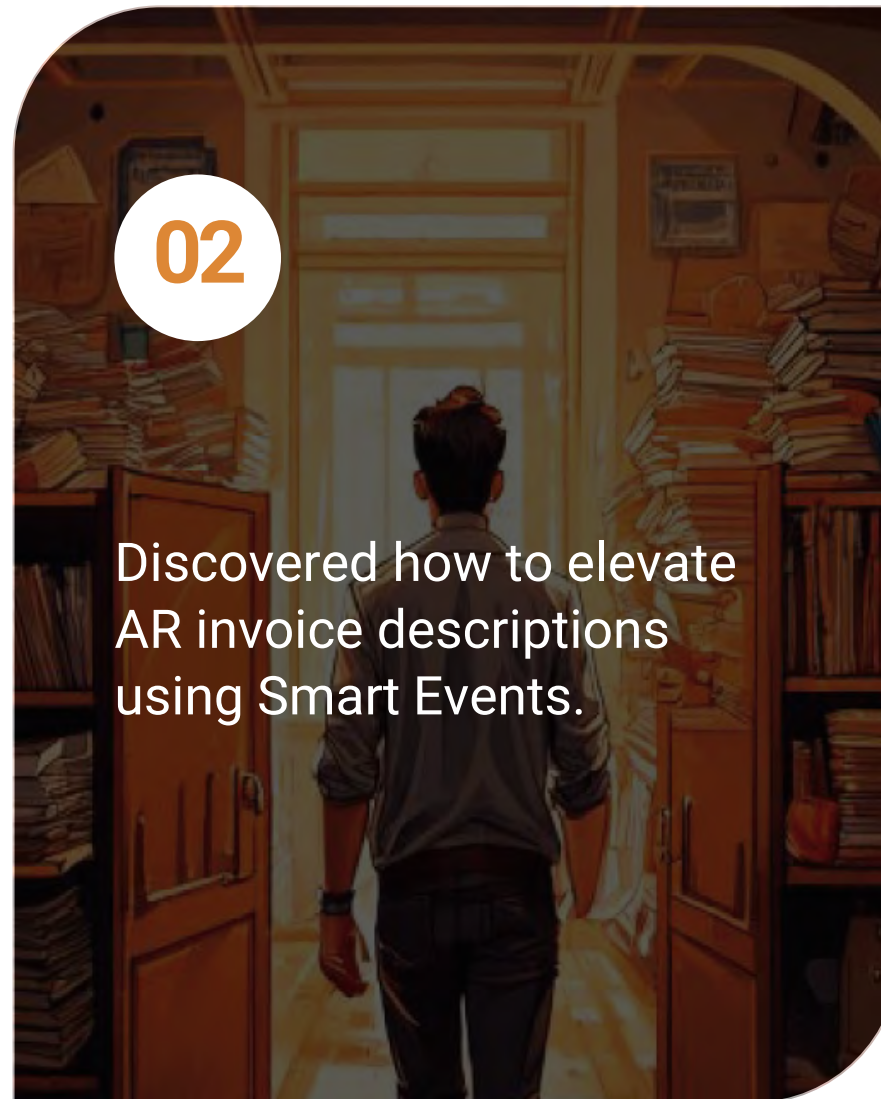
Unlocked the power of Smart Rules to automate and enforce 1099 vendor requirements.

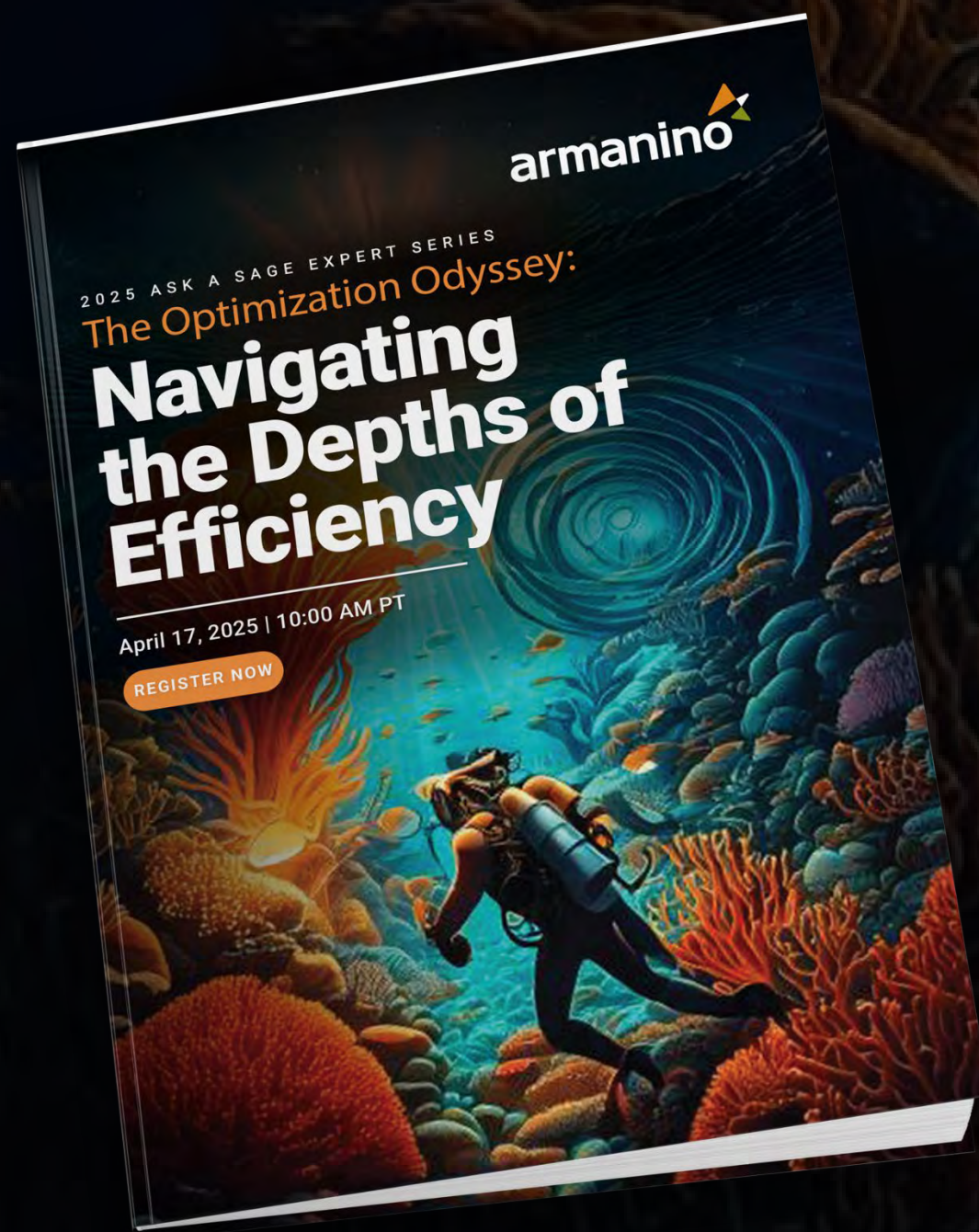
02

Discovered how to elevate AR invoice descriptions using Smart Events.

03

Explored best practices for using dimension relationships.





2025 ASK A SAGE EXPERT SERIES

The Optimization Odyssey:

Navigating the Depths of Efficiency

Thank You

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armanino 



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