

# PARAGON NEWS

The Midwest's Leading  
Sage Accpac Solution Provider

WINTER 2007

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## New Employee Welcome

**Paragon Consulting Group is pleased to announce the addition of Maggie Zak, CPA.**

Maggie joins Paragon as a Sage Accpac Certified Consultant Senior Manager. Maggie brings with her 20 years of business, management and financial experience in a wide variety of industries. Her focus has been on workflow efficiency, accounting design and cross platform integration. Ms. Zak has extensive expertise in system design and customization, project management, data repair and database administration, management reporting, accounting system conversion and Crystal Reports training and customization.

In her previous positions, Maggie was instrumental in the redesign of a cost accounting system for a military contractor that resulted in the client being paid millions of past due receivables within 3 months. Utilizing her customization skills, she provided a services industry client with a solution design and ongoing consulting for a 60+ Sage Accpac ERP user site (30+ databases). For a nationally-based purchasing club, the design logic she created for corporate accounting, was implemented at over 60 locations in North America.

Maggie's extensive background will greatly contribute to Paragon's ability to better serve your needs. Please join us in welcoming Maggie to the Paragon team.

## Paragon Outsourcing Service

Has one of your accounting department employees gone on vacation or on maternity leave? Or do you simply need another pair of hands in order to get some processing done? If so, you now have an option you can trust; let Paragon Consulting Group help.

As a way to better serve our clients, we have created an outsourcing service. With the help of one of our trained consultants, you can mitigate down time, stay current with your payables or tackle a large project.

If you are interested in taking advantage of this new service, please contact Paragon Consulting Group at 312-669-9500 for more information.

## Spotlight on Sage Accpac Options:

### Financial Link Professional

**Generate complete financial reports without the use of a spreadsheet**

Financial Link Professional allows you to:

- √ Consolidate multiple companies.
- √ Print great-looking reports.
- √ Use templates for easy report design.
- √ Drill down to transaction-level detail (Sage Accpac).

Using Financial Link Professional, reports can be created in a variety of ways:

- √ Select a template from a list of choices to instantly create statements using editable, user-defined account groups.
- √ Copy an existing statement from one of the many samples provided and modify it to suit your reporting requirements.
- √ Custom-design your own statements.

Why you should use Financial Link Professional:

- √ Drill down from financial statement to general ledger account to transaction detail in Sage Accpac.
- √ Create professional-looking financial reports.
- √ View easy-to-understand English names for database fields.
- √ Consolidate multiple databases into one report.
- √ Consolidate Sage Accpac, Sage Pro and ACCPAC Plus companies on the same report.
- √ Generate reports through departments.
- √ Use as a stand-alone solution - no spreadsheet program required.
- √ Save formatted statements to Microsoft Excel, Microsoft Word or HTML format.

## Hot Deals

### New Client Promotion

New clients purchasing Sage Accpac 100, 200 or 500 can now take advantage of 25% off modules and LanPaks. QuickBooks users participating in this promotion will receive an additional 10% off modules and LanPaks.

## Upcoming Webinars

Sage Accpac ERP Overview

Sage Accpac ePOS Overview

Sage Accpac HRMS Overview

Sage Accpac Project & Job Costing

Introduction to SageCRM

for Sage Accpac ERP

Sage Accpac Business Suite Analysis

Sage Accpac Exchange

Sage Accpac Insight

Sage Accpac WMS

SageCRM for Sage Accpac ERP

To register for a webinar contact  
Sandra Harris at 312.669.9500 x10,  
or [sharris@pcginc.com](mailto:sharris@pcginc.com)

*Financial Link Professional is fully compatible with Sage Accpac ERP, Sage Pro, Sage BusinessVision and ACCPAC Plus. Contact Chesi McCann at 312.669.9500.*

# Start Planning For Year End!

## Are you prepared to close your year with Sage Accpac ERP?

Year end can be a stressful time for all of us. We want to help alleviate some of the stress associated with Sage Accpac year end processing by offering you an opportunity to take part in our Year End Webinar.

Join us on **December 18th or 19th from 10:00am - 12:30pm** for an instructional year end webinar. Without having to leave the comfort of your desk, you will receive training on Sage Accpac year end processing from a Certified Sage Accpac Consultant. In addition to your attendance at the Year End Webinar, you will receive a FREE Year End Procedure Manual (\$95 value) and a FREE Year End Step By Step Guide (\$85 value).

### Topics to be discussed in this year's webinar include:

- Backing up data
- Clearing history
- Clearing activity statistics
- Deleting inactive records
- Creating and consolidating batches
- Period-end maintenance
- Creating a new fiscal year

And much more!

Don't be caught in the dark come year end. Register today! Year End Webinar - \$285 + \$5 shipping (\$110 for 2nd Attendee).

If you would like to register for the Year End Webinar or to purchase the Year End Manual only (\$95 value) or the Step by Step Year End Guide only (\$85 value), please call our office at 312-669-9500 or email Sandra Harris at [sharris@pcginc.com](mailto:sharris@pcginc.com).

## Tax Form Information: Have you ordered your tax forms yet?

The time is fast approaching to process your year end tax forms. To make ordering the forms as simple as possible, we have put together an order form for Sage Accpac Payroll W-2's and Accounts Payable 1099's.

If you need to print either of these forms from Sage Accpac ERP we encourage you to order your forms today. This will allow you time to test the printing of the forms to see if your form alignment needs adjusting.

To download an order form, visit [www.pcginc.com/promotions](http://www.pcginc.com/promotions). A completed order form can be faxed to 312.669.9310. If you have any questions, please contact Sandra Harris at 312.669.9500 x 10 or [sharris@pcginc.com](mailto:sharris@pcginc.com).

## Training Classes

Paragon Consulting Group provides Sage Accpac training and educational services for companies around Chicago and the Midwest. With feature-rich software, such as Sage Accpac ERP software solutions, it is critical to receive proper training to ensure optimal system usage and maximum efficiency. This helps eliminate redundant work and complete tasks with fewer steps.

Our Sage Accpac training courses are designed to help you become more self-sufficient and minimize your ongoing system investment. Not only does this increase your long-term satisfaction, but it also helps improve your bottom line. This is an important part of Paragon's philosophy to help clients maximize the benefits of their Sage Accpac investment and become more profitable and successful.

Classes are held February-November at our downtown Chicago office. We can also arrange one-on-one training if you are in need of a specialized session or for system specific procedures.

## Course Pricing

9:00am - 1:00pm

### Classes include:

System Manager, General Ledger, Financial Reporter, Crystal Reports (Basic & Advanced)

\$425 for first attendee

\$365 for subsequent attendees

9:00am - 4:00pm

### Classes include:

Accounts Payable, Accounts Receivable, Inventory Control, Order Entry, Purchase Orders and US Payroll

\$745 for first attendee

\$495 for subsequent attendees

To register for a training class contact Sandra Harris at 312.669.9500 x 10 or [sharris@pcginc.com](mailto:sharris@pcginc.com).



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SAGE ACCPAC