

Cost Fix Utility

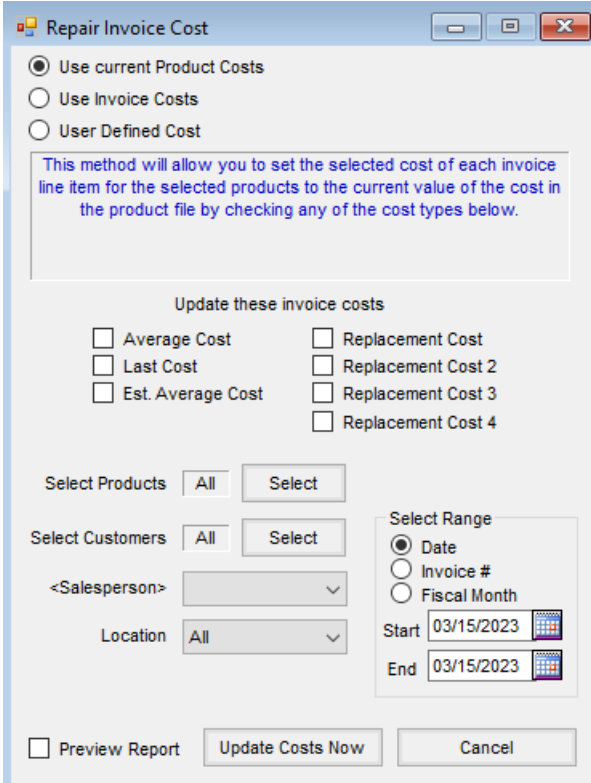
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Q. What cost will the Cost Fix utility adjust?

A. **Note:** This utility only updates costs on Invoices. It does not cause any general ledger posting to be done. This utility should be used with caution as it is updating information in the database. Please call SSI to ensure correct usage of the utility.

There are seven costs saved in the database at the time an Invoice is saved, *Last*, *Average*, *Estimated Average*, *Replacement*, *Replacement2*, *Replacement3*, and *Replacement4*. The *Cost Fix* utility, found at *Hub / Utilities / Admin Utilities / Accounting / Cost Fix*, adjusts the unit cost on Invoices based on the options selected when the *Cost Fix* utility is run.

Use current Product Costs allows Invoice costs to be updated based on the costs currently in the product file. In addition, in the *Update these invoice costs* area on the *Repair Invoice Cost* window, select any of the cost types to also be updated from the current costs in the product file.



The screenshot shows the "Repair Invoice Cost" window. At the top, there are three radio buttons: "Use current Product Costs" (selected), "Use Invoice Costs", and "User Defined Cost". Below these is a text box explaining that the method allows setting the cost of each invoice line item to the current value in the product file. Under the heading "Update these invoice costs", there are seven checkboxes: "Average Cost", "Last Cost", "Est. Average Cost", "Replacement Cost", "Replacement Cost 2", "Replacement Cost 3", and "Replacement Cost 4". Below this are fields for "Select Products" (All, Select), "Select Customers" (All, Select), "<Salesperson>" (dropdown), and "Location" (All, dropdown). To the right is a "Select Range" section with radio buttons for "Date" (selected), "Invoice #", and "Fiscal Month", and date pickers for "Start" and "End" (both set to 03/15/2023). At the bottom are checkboxes for "Preview Report" and buttons for "Update Costs Now" and "Cancel".

The cost that is updated is determined by the *Compute Invoice Cost* preference at *Accounting / Setup / Inventory Departments* on the *G/L Posting* tab.

The *Use Invoice Costs* method allows the unit cost and other costs on the Invoice to be set to one of the costs originally saved on the Invoice. To do this, select which cost to use as the source cost and which cost(s) to update.

If *User Defined Cost* is selected, *Unit Cost* is added to the *Update these invoice costs* area, and an editable *User Defined* textbox is available to manually enter a cost.

Repair Invoice Cost

☐ Use current Product Costs
☐ Use Invoice Costs
☒ User Defined Cost

This method will allow you to set the selected cost of each invoice line item for the selected products to the current value of the cost in the product file by checking any of the cost types below.

Update these invoice costs

<input type="checkbox"/> Average Cost	<input type="checkbox"/> Replacement Cost
<input type="checkbox"/> Last Cost	<input type="checkbox"/> Replacement Cost 2
<input type="checkbox"/> Est. Average Cost	<input type="checkbox"/> Replacement Cost 3
<input type="checkbox"/> Unit Cost	<input type="checkbox"/> Replacement Cost 4

Select Products:
 Select Customers:
 <Salesperson>:
 Location:
 User Defined:

Select Range:
☒ Date
☐ Invoice #
☐ Fiscal Month
 Start:
 End:

☐ Preview Report

After selecting the method, select the applicable products, customers, and range to run the Cost Fixutility. Optionally choose a *Salesperson*. Select the *Location* of the Invoices to be updated and select **Update Costs Now** to run the utility. A message displays when it has finished running the cost update.