

MAAD - Stands for **Minimum Acceptable Accounting Date**. It is a security feature that restricts adding and Modification of an accounting related transaction such as an invoice, a credit memo, or a payment from customer. It is available for all MOD2 users and we strongly recommend our customers to use this feature in their business.

Q₁: What are the benefits of using MAAD?

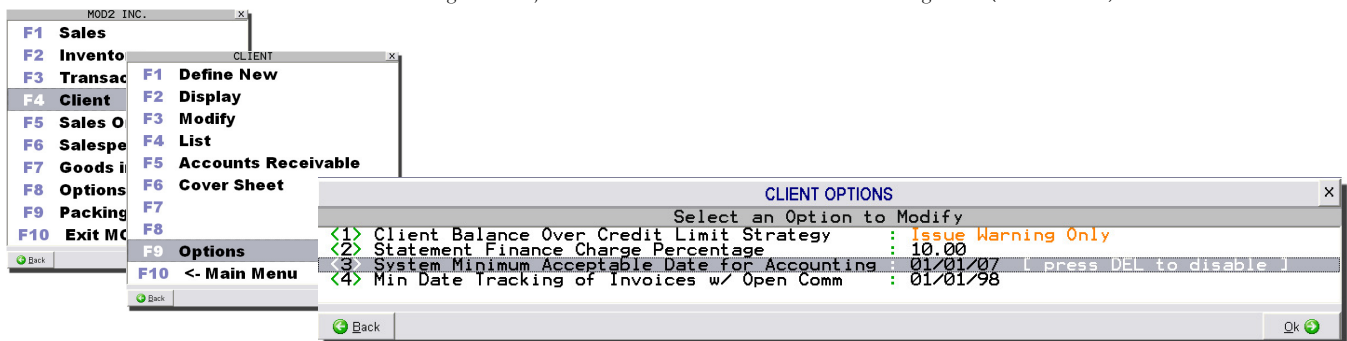
A₁: It is good for Financial Security
 It allows your financial numbers to remain locked for a period.
 You will be able to restrict changes
 It is good for accounting purposes
 Easier to close end of the month report.

Q₂: How can you tell what is the current MAAD? How do you set MAAD?

A₂: If you go to client, options, system minimum acceptable date for accounting, you will see the current MAAD.

To set it, simply press enter and type in a date.

Note: When setting MAAD, make sure the date is set after the closing date. (cut-off date)



Q₃: When you should set MAAD?

A₃: MAAD is set when you are closing the book for the month and you do not want any changes for security purposes.

Q₄: Who should set MAAD?

A₄: The head of accounting of your organization is responsible and should manage setting the MAAD after all transactions for that period have ended.

Q₅: What transactions does the MAAD protect?

A₅: The transactions that MAAD protects are invoices, paid invoices, credit memos, receivings, packing lists or anything financial.

Q₆: What will happen when you try to change the date of an invoice when it has passed the MAAD?

A₆: The system will not allow you to change or modify invoice. Before you can change the invoice, you have to adjust the MAAD. See Q₁

Q₇: How can you see the list of all changes to the MAAD?

A₇: From the main menu go to option, view message log, only accounting date related events, and all changes that you made are shown.