

# 2019 ENHANCEMENTS



## Enhancement

## Benefit to Your Company!

### Accounts Payable

#### AP01 - Vendor Maintenance

Update Audit Log when Contacts are added or deleted.

Expanded security feature for Contacts. The audit log is a quick and easy method for researching when a contact was added or deleted from *BA01 - Business Associate*, *AP01 - Vendor Maintenance*, and *AR01 - Owner Maintenance*. When using Business Associates, audit is updated to *ADM11 - BA01 Audit*, regardless of where the Contact is added or deleted. When not using Business Associates, updates to *ADM10 - AP01/AR01/GL01/LM01/WM02 Audit*.

#### AP03 - Transaction Entry

Check multiple companies for vendor/invoice number. Message displays when invoice number has been detected in any company for the vendor.

Helpful when multiple entities are dividing a single invoice for payment. This new enhancement is per vendor and is integrated with *AP05 - Vendor Inquiry*. When entering AP03 invoice, message is received if the vendor/invoice is found in any other company. To implement, select *Verify Multi-Companies For Duplicates* in *AP01 - Vendor Maintenance/Company Maintenance*. Select *Verify Multi-Companies for Duplicates* in *AP01 - Vendor Maintenance* for the desired vendors.

#### AP03 - Transaction Entry

Split distribution screen lines into groups of 50.

Significantly speeds up initial loading of the distribution screen lines to allow more efficient data entry. Distribution lines per screen have been changed to 9 groups of 50 (from 3 groups of 150). Buttons display to advance to next group of 50.

#### AP05 - Vendor/Expense Inquiry

Include all companies on report when using option to check multiple companies for vendor/invoice duplicates

Provides ability to see how much is due and/or paid to a vendor from all companies in a single report. Select *Include All Companies* to include invoices from all companies for a vendor/all vendors. When running for all vendors, the vendor must exist in the company in which AP05 is being generated to be included on report.

#### APC32 - Positive Pay

Texas Capital Bank - Positive Pay file format

Texas Capital Bank has been added to the Positive Pay list for Accounts Payable checks. Each bank has unique specifications for Positive Pay. For a list of all Positive Pay formats, see *APC32 - Bank Format* drop down list.

Huntington (Payee Included) - Positive Pay file format

Payee name in the *Huntington (Pay Included)* positive pay file has been enhanced to include both vendor name 1 and 2 due to new bank requirements.

## Enhancement

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### Accounts Receivable

#### [AR01 - Owner Maintenance](#)

Update Audit Log when  
Contacts are added or deleted

Expanded security feature for contacts. The Audit Log is a quick and easy method for researching when a contact was added or deleted from *BA01 - Business Associate*, *AP01 - Vendor Maintenance*, and *AR01 - Owner Maintenance*. When using Business Associates, updates *ADM11 - BA01 Audit*, regardless of where the Contact is added or deleted. When not using Business Associates, updates *ADM10 - AP01/AR01/GL01/LM01/WM02 Audit*.

#### [AR01 - Owner Maintenance | Import Email Contacts](#)

New SSI Application Email  
Recipient types in Owner  
Contacts Import Template

Added Land Management (LM), Land Billing (LMB), Daily Drilling Reports (DDR), and AFE (AFE) to SSI Application Email Recipient types in Contacts. Import has been updated to accommodate all SSI Application Email Recipient types. Upload email addresses into Contacts and attach to SSI Application Email Recipient all in a single import.

### Admin and Security

#### [ADM10 - AP01/AR01/GL01/LM01/WM02 Audit](#)

#### [ADM11 - BA01 Audit](#)

Update Audit Log when  
Contacts are added or deleted

Expanded security feature for Contacts. The Audit Log is a quick and easy method for researching when a contact was added or deleted from *BA01 - Business Associate*, *AP01 - Vendor Maintenance*, and *AR01 - Owner Maintenance*. When using Business Associates, updates *ADM11 - BA01 Audit*, regardless of where the Contact is added or deleted. When not using Business Associates, updates *ADM10 - AP01/AR01/GL01/LM01/WM02 Audit*.

### AFE

#### [AFE02 - AFE Daily Drilling Report Email](#)

Email Daily Drilling Reports  
(DDR) by well DOI in PDF  
format

Emailing Daily Drilling Reports to owners is a breeze! Uses Active DOI with options for all interest types, BCP, ACP, Non-Consent, etc. Any email address in *BA01/AR01 Contacts - SSI Application Email Recipient - @DDR* (up to 10 per owner) can be added to the Daily Drilling report email list. PDFs only - simply save Word, Excel, etc. document format as a PDF. Attach PDF in AFE02 (in typical browser fashion) and send!

### Bank Reconciliation

#### [BK03AR - AR Deposit Entry](#)

Split Owner payment screen  
lines into groups of 50

Significantly speeds up initial loading of the payment section for more efficient data entry. Lines in Owner payment section have been changed from a single group of 150 lines to 3 groups of 50 for faster access. The *Auto-Roll To Next 50* option provides no breaks in owner/check entry. Auto-rolls forward to the next group of 50 when necessary.

## Enhancement

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### [BK03GL - GL Deposit Entry](#)

Allow deposits to be coded to LM01 - Land Leases

Cash receipts deposits can be coded to the lease in *LM01 - Lease Maintenance*. Credits Lease/DOI/Category and is integrated to the SSIMICR deposit tickets process.

### [BK08I - Import Cleared AP Checks](#)

### [BK09I - Import Cleared RP Checks](#)

Restart option for Incorrect Default Date Cleared

Do-over. An incorrect *Bank Date Processed* makes a mess of *BK10 - Bank Reconciliation*. This enhancement is designed to clean up that mess. Correct the date and re-import to over-write an incorrect *Bank Date Processed* in a prior import template.

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## Business Associate

### [BA01 - Business Associate](#)

Update Audit Log when Contacts are added or deleted.

Expanded security feature to include Contacts. The audit log is a quick and easy method for researching when a contact was added/deleted from *BA01 - Business Associate*, *AP01 - Vendor Maintenance*, and *AR01 - Owner Maintenance*. When using Business Associates, audit is updated to *ADM11 - BA01 Audit*, regardless of where the Contact is added/deleted. When not using Business Associates, updates to *ADM10 - AP01/AR01/GL01/LM01/WM02 Audit*.

### [BA01 - Business Associate](#)

Update Well Group Code for Operator from the Business Associate.

Expanded the Well Group Code description to 40 characters.

Operator must be added as a Business Associate. Why add again as a Well Group Code? Eliminate double work and gain consistency. Auto-add Operator Business Associate as a Well Group Code with identical number and name. In *BA01 - Business Associate*, add Operator and select *Add (Exists) as a Group Operator* to copy as a Well Group Code into *WM01 - Standards Maintenance/Group Codes*. Required Groups must be set for any company using the auto-add Operator feature. In *WM02 - Company Maintenance/Required Groups* set *Operator Group Code as Required* for all Oil and Gas companies. Add the appropriate Operator Well Group Code to the well in *WM02 - Groups*. Added bonus - Well Group Import template is available in *WM02 - Imports* to attach well groups to wells. Another bonus - a name change in BA01 carries through to the WM01 - Well Group Code, and also to the WM02 - Well - Operator name and corresponding well group. Maximum allowable characters of 40 on Business Associate name coincides with Well Group Code description.

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## Dashboard

### [DB01L - Well History Data Load](#)

Updates all Dashboard data sources at the same time

Now all data sources are updated simultaneously with a single click.

## Enhancement

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### DB01 - Well History Dashboard

Made data point & report options more user friendly

Made data point selections more user friendly by adding drop down menus. Changed report options on right side to use same technology as SSI reporting, as well as added new data points.

Pie chart & line graph presentation

Cleaner and more colorful presentation for pie chart. All wells with their corresponding color and percent are listed below pie chart. When data point is selected, line graph line is thicker to easier direct the data point belonging to the pie chart.

Multiple dashboard profiles available

Similar to SSI report wizards, profiles allow settings to be saved. Dashboard options can be selected and saved for future use. Multiple profiles are available. Profile to load can be selected when dashboard is opened.

Option to filter by group and filter/sort by wizard value

Easily sort wells by various data points. Wells are sorted on left side by the selected criteria.

Print well reports

Easily print preferred well reports without exiting dashboard.

WM02P - Print Well Data Sheet

WM03W - Print Division of Interest

JB18H - Print Historical Joint Operation Statement with Well Transactions

AP06W - Print Well Expenses by Vendor

WHD10 - 6 Months Well Analysis Report

WHD11 - 12 Months Well Analysis Report

WHD17 - 12 Months Well Analysis Report Writer

WEQ01P - Print Well Equipment Master with Optional History

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## Depletion

### DEP01 - Calculate Units of Production

Allocate Leasehold Depletion based on DOI

When company net owner owns royalty interest only or both working interest and royalty in a well, leasehold is allocated proportionately based on the DOI for depletion calculation.

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## Document Imaging

### Document Imaging

Enhanced Text Box

Enhanced Text Box permits sizing based on amount of text in box. Saves font attribute selections. Option to save text. Easier to use.

Tip: After making selections in the Text Box, select green check mark and the mouse cursor will change to a cross. Click and drag to create the text box on the document.

Include annotations when printing document

Option to print document with or without annotations. Discriminate in allowing others to see annotations and comments.

## Enhancement

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### General Ledger

#### [GL04 - Transaction Inquiry](#)

Well State, County and Location exported to Excel

Well related transactions now include well State, County and Location when exporting to Excel. Expands sorting options for easy evaluation of well transactions based on where the well is located.

### Inventory

#### [IN24 - Warehouse/Item Transfer](#)

Interface Document Imaging with Warehouse/Item Transfers

Scan and attach backup documentation for Warehouse/Item transfers to transactions. Backup documents are now within SSI and easily accessible for users.

### Job Cost

#### [Job Cost](#)

Interface Job Cost with General Ledger Asset Accounts

For large jobs where cost is coded to an asset and capitalized versus an expense account. In *JC02 - Divisions/Categories*, associate the category with an asset account instead of an expense and SSI will take care of the rest.

Interface Job Cost with Accounts Payable Workflow

New interface with Accounts Payable Workflow. Similar to AP Workflow for wells, Accounts Payable invoices can be routed to the approver on Job, Division and/or Category.

#### [JC05 - Job Listing Summary](#)

Added *Listing Only* under Print Option on Wizard

Provides a simple list of all jobs in JC01 with and without cost. Under *Print Options* select *Listing Only* and select *Include Zero Balances*. Report presents one line per job. Perfect for pre-coding accounts payable invoices.

### Joint Interest Billing

#### [JB09 - Update Indirect Well Allocation](#)

Review Indirect Allocations in viewer and/or Excel prior to post

To preview allocation of indirect transactions, select *Inquire and/or Export to Excel* on *JB09 - Update Indirect Allocation*. Provides a review of detailed transactions for direct wells prior to posting. Presented in a GL04 viewer format with the standard filters and the Excel option.

#### [JB12 - Joint Interest Billing](#)

Include descriptions on JIBs for selected sub-categories

Using sub-categories? Customize printing of sub-category descriptions on JIBs. Select option in *WM01 - Standards Maintenance/Category/Sub-Categories* to *Print On Owner JIB*.

#### [JB12 - Joint Interest Billing](#)

On JIB invoice include barrels/MCF produced and sold.

**Coming Soon!**

#### [JB12 - Joint Interest Billing](#)

Option to print 8/8ths Indirect Well costs

**Coming Soon!**

## Land Management

### Land Management

Calculate Shut-in payments by integrating revenue from a different company

When Land and Revenue are managed in different companies, incorporates both companies for shut-in payment calculation.

### LandVantage Interface

Import lease information from LandVantage

Integration with *LandVantage* to import lease information required for accounting department to code cost to a lease. Implementation requires consultation with SSI.

## Order Entry

### OE03 - Transaction Entry

Create Credit Memo from a related Invoice

Auto-generate a credit memo from an invoice. If the original Invoice exists in *OE35 - Historical Invoice History*, a corresponding credit memo can be created with identical attributes. Huge time saver and minimizes data entry errors!

### OE03 - Transaction Entry

Display warning message if ticket number already exists

Prevents duplicate invoice entry for the same ticket. When using ticket numbers on Order Entry line items, warning message displays when ticket number is already on file with another invoice. Compare ticket number in all Order Entry companies or in current company only. To compare against all OE companies set Unique to "G" - Global or "C" - Company " in *OE98 - Order Entry Company Maintenance*.

### OE03AD - Assign Documents

Assign Documents to OE invoices after entry

Assign New Document images after the fact for transactions added in OE03/OE03I. *List Transactions* for customer displays all current (unposted) transactions that have no attached document. Screen options also include *Unassign Existing* and *Add Entries To Existing Document*. Feature can be added to include images when printing invoices. Contact SSI to add this feature to your customize invoice.

### OE03I - Transaction Import

Import multiple line transaction items

For the sake of consistency with *OE03 - Transaction Entry*, enhanced *OE03I - Transaction Import* to accommodate import of multi-line transaction items. Import templates are a great short-cut to minimize manual entry and save time.

### OE05 - Transaction Inquiry

Added Start/End Job Number

Job Cost Companies - added filter to execute for single Job, range of Jobs or all Jobs. More versatility on options makes it easier to generate Job reports that are concise and efficient for transaction reporting.

## Enhancement

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### OE13 - Post Invoices

Post Invoices by Fiscal Period

Keeps General Ledger, Order Entry and Accounts Receivable synced. To implement, enter calendar month that corresponds to fiscal period 12 in set *Fiscal Month Year End (12=Calendar)* in *OE98 - Order Entry Company Maintenance*. Also requires a modification on your custom invoice to verify the correct year. Contact SSI to implement this great feature for Order Entry invoice processing.

### OE30 - Sales Tax Report

Export Sales Tax report to Excel format

For those who prefer an Excel format rather than a report. Exports to Excel with corresponding State/County/City Tax information.

## Production

### OGP12 - 6 Up Production Review

Print BS&W on report

To print, select *Include BS&W* in *Production (Pumper/Field)* under *Options*. Provides additional information for engineers and investors.

## Revenue

### RPC02 - Payable/Suspense Report

Require one Revenue Group per check extract

Applicable if using Revenue Groups. Assists users who process revenue by Revenue Group from accidentally processing multiple groups at one time. To implement, select *Single Group On Check Extract* in *WM02 - Company Maintenance/Revenue* to lock the door on processing range/all groups at once.

### RPC16 - Transfer Transactions

Transfer Downstream Revenue to AR by Purchaser/Well

Designed for companies receipting outside-operated downstream revenue into the operating company. Although revenue checks are paid directly to and received by the downstream company, the operating company is accounting for the revenue at the 8/8ths level for distribution purposes and historical tracking. Revenue paid by the operator to the downstream company creates an Accounts Receivable debit entry for each purchaser rather than to cash (the credit still goes to income). The downstream company might not actually receive the revenue from the purchaser due to timing, under dollar limit amounts or suspense. When the downstream company actually receives the check from the purchaser, the cash is receipted into the downstream company via *AR03 - Transaction Entry/Payments*. Assists with cash reconciliation of revenue receipts for the downstream company.

### RP26P - Owner/Well Inquiry

Added well location to Excel export

In addition to state and county, the Excel export now includes well location from *WM02 - Well Maintenance - Location*.

### RPC32 - Positive Pay

Texas Capital Bank positive pay file format

Texas Capital Bank has been added to the Positive Pay list for Accounts Payable checks. Each bank has unique specifications for Positive Pay. For a list of all Positive Pay formats, see *APC32 - Bank Format* drop down list.

Huntington (Payee Included) - Positive Pay file format

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## Well History Reporting

### [Well History Summary and Detail](#)

Print Bottom Page Comment on Well History Reports      Designed for CPAs when required to include identical notations on financial statements and supplemental information. All Well History report options include *Bottom Page Comment* free form area for a one-line comment at the end of each page.

### [WHD18 - 24 Pack Summary - Excel Export](#)

Add a single line or double line to the report print      Customize the appearance of the Well History report. Select "-" for a single line or "=" for a double line. Unlimited number of lines can be added.

## Well Maintenance

### [WM01 - Standards Maintenance | Categories](#)

Include JC 65 Selective Owner transactions for 8/8ths on well history      This is per category. When implemented, Selective Owner (JC 65) transactions coded to the category are included in the calculation of 8/8ths Well History totals. For categories with both Selective Owner JC 65 transactions and regular 8/8ths transactions, Well History 8/8ths will be cumulative total for both. For example, when an operator bills overhead through only selective owner transactions, 8/8ths well history was not being updated for overhead.

### [WM02 - Well Maintenance | Imports](#)

Export Well Group Codes to Excel      Great short-cut for mass Well Group clean-up. Export, change, cut/paste into the Well Group import template, import and done. In *WM02 - Well Maintenance | Imports* select *Group Import/SSIF/Excel/WM02/##XX* and *Export To Excel*. Filters for Start/End Well, Operated/Non-Operated/All Wells, and specific Groups/all Groups. Convenient - exports in the same format as the import.

### [WM02 - Well Maintenance | Imports](#)

Import Production Dates      Quick and easy way to update well Production information in *WM02 - Imports/Misc Import*. Imports Production screen dates: Filing, Spud, Completion, Production, 1st Sale Oil, 1st Sale Gas 1, 1st Sale Gas 2, 1st Sale Gas 3, as well as Last Shut In and Resume Production date on main screen. Facilitates current and complete well record information.

### [WM03 - Active DOI Maintenance](#)

Option to Display Zero Owners in Well/Owner Inquiry      Instantly review owners with a zero interest in the Active DOI in *Well/Owner Inquiry*. Default setting includes zero interest owners. Uncheck option to remove zero interest owners from the display. Assists with troubleshooting issues related to DOI ownership.



## Enhancement

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### WM03EM - Email PDF to Owners by Well

Email correspondence in PDF format to owners in a well

Emailing correspondence to well owners is a breeze! Uses Active DOI with options for all interest types, BCP, ACP, Non-Consent, etc. Any Email address in *BA01/AR01 Contacts/Email - SSI Application Email Recipient* - any email type (up to 10 contacts per owner). In WM03EM select the Email type to use. For an Email letter to all JIB contacts, select @JIB. For a corporate address change notification Email to all interest owner contacts, select @RPC. All email types in *BA01 - Business Associate Maintenance/Contacts* are available. PDFs only - save Word, Excel, etc. document format as a PDF. Then in WM03EM select the Email contact type, attach PDF (in typical browser fashion) and send!

### WM03W - Owner Selection

Owner Selection option inactive unless Print Owners Selected is checked. Re-located *Print Owners Selected* - now located above Owner Selection.

Must select *Print Owners Selected* prior to adding specific owners in *Manual Owner Selection*. *Print Owners Selected* is now located directly above Owner Selection for improved visibility. *Print Owners Selected* auto-displays the *Manual Owner Selection* screen.