



Dave Yost • Auditor of State

TO: UAN Accounting & Payroll Users
FROM: UAN Support
DATE: December 7, 2012
RE: Stand Alone Inventory Software

If your entity does not utilize the UAN Inventory software please disregard this memo.

As part of the rewrite of the UAN software, the UAN Inventory software has also been upgraded to the 2013.1 standard and as such **support of the current UAN 13.0 Inventory software will be discontinued immediately**. The purpose of this letter is to communicate to you the options available regarding your UAN Inventory software.

Note: The UAN Cemetery software is not being affected at this time. If you currently use the UAN Cemetery software, you can continue to use it exactly like you do today.

All entities that utilize the UAN Inventory software will fall into one of two possible situations. The two situations are described below along with the options available to you to moving forward.

Situation 1: The UAN Inventory software is on my current UAN PC and no other place.

Results: No action is required by you. The UAN Data Conversion Utility will convert your inventory data once the installation is completed.

Situation 2: The UAN Inventory software is used on a separate standalone PC that is not the current UAN PC.

Option 1: You will need to bring the UAN Inventory data back to the current UAN PC prior to running the UAN 2013.1 Data Conversion Utility by following the instructions contained in the attachment to this memo. **This is the suggested approach and ensures that your UAN Inventory software remains supported.**

Results: The UAN Data Conversion Utility will convert your inventory data and you will be able to use the new UAN Inventory software once the installation and set-up of UAN 2013.1 is complete. Initially, the UAN Inventory module will only be available from the current UAN PC. To access the inventory data from a separate PC the multi-user capabilities of the UAN application would be used via one of the multi-user options available.

IMPORTANT: Verify your version of the Inventory software is 13.0 from the main menu screen. To update versions earlier than Inventory version 13.0 please contact UAN Support.

Note: The UAN Cemetery-Inventory Data Import and Export Utilities will allow you to copy data to the UAN Dell computer from a standalone Inventory computer. **Data that is exported from another computer will overwrite all existing inventory data on the computer importing the data!** The Import Utility will NOT merge data from two computers. It only moves data back and forth. The Import Utility will try to determine if the data you are importing is newer than the data that exists on the computer and will show a warning if this determination is made. **UAN will not be responsible for any data that is lost due to it being unintentionally overwritten while using this utility.**

Option 2: You may choose to leave the UAN 13.0 Inventory software on the standalone PC and continue using it with no option to upgrade in the future. **This option is not recommended.** If you choose to not bring your data back to the current UAN PC it will be the entitie's responsibility to manually re-enter the data if you decide to begin using the new UAN Inventory software in the future.

Results: **Failure to transfer your inventory data back to your current UAN PC before performing the UAN Data Conversion Utility will leave your existing inventory data stranded with no option to upgrade it or obtain support for it in the future. This option is not recommended.**