Sage

Sage BusinessWorks Release Notes: V2025

The following is a summary of changes included in the Sage BusinessWorks V2025 release.

Knowledgebase Articles and Downloads

Answers to many of your questions can be found on the Sage Support Knowledgebase.

Product updates, service packs and tax table updates are also available on the Sage Knowledgebase:

1. Visit https://www.sagekb.com
2. Choose **Sage BusinessWorks.**
3. Click **Download.**
4. Scroll down to **2025** and then **Updates.**
5. Click **Download Sage BusinessWorks 2025.**
6. Enter your Username and Password to the Sage Portal*.

*If you have not registered for the Sage Portal, click Sign Up for a Portal Account and follow the instructions. Shortly after completing your registration, you will receive a registration confirmation.

2025 – Click here to explore What's New in Sage BusinessWorks 2025

General Ledger

GL, Reports, Income Statements, Comparative
New Report: Income Statement by Month. View monthly income statements side-by-side for a fiscal or calendar year in a columnar format.

Cash Management

CM, Transactions, Reconcile Checking Account
New Feature: Find and Find Next buttons added to the bank reconciliation. Search the reconciliation screen for exact matches in any field using the Find or Find Next buttons.

CM, Reports, Positive Pay Report
New Feature: Filter to include voided checks Include, exclude, or view only voided checks using the new filter option.

Accounts Payable

AP, Vendors, 1099 Worksheet
Updated Report: 1099 Worksheet now includes Vendor First/Last Name The worksheet now displays vendor first and last names when SSNs are used. You can also export this report to Excel.

AP, Reports
Resolved Issue: The system previously displayed imported vendor invoice due dates as blank, 01/00, or 12/30/1899. Now, when a vendor invoice is imported without a due date, the system automatically sets the due date to match the invoice date.

Vendor Inquiry, 1099 Worksheet, Vendor Master List
Security Update: Only the built-in Manager account or users with appropriate data rights can view Social Security Numbers and Federal ID numbers. This ensures sensitive information remains protected and accessible only to authorized personnel.

Accounts Receivable

AR, Customers, Maintain, Notes
Resolved Issue: Notes that exceeded 65,500 characters previously triggered an error.
The system now prevents users from entering more than 65,500 characters. A character counter at the bottom of the window actively tracks usage.
Modules, Accounts Receivable, Checklists tab
Resolved Issue: Removed the invalid link to Maintain Posting Accounts from the Initial Setup section.
To access Maintain Posting Accounts, select **Maintain A/R Parameters - Posting Accounts**.

Inventory Control

IC, Purchasing Purchase Order Inquiry
Enhancement: Purchase Order Date displays in Purchase Order Inquiry.
The system now displays the Purchase Order Date in the Purchase Order Inquiry screen, providing users with immediate visibility into order timing.

Payroll

PR, Utilities, Maintain Payroll Parameters
Change in functionality: Warning message appears when attempting to change the Federal ID.
Warning Federal tax ID (EIN) has been changed. Changing this number after processing an Enhanced Tax Reporting tax report will cause errors during your next filing. Do you want to continue?
PR, Transfer, Direct Deposit Preview Report
Resolved Issue: Direct Deposit Preview Report for Prenotes Only causes error.
The report now displays only prenotes when no checks are present and continues to show checks or both checks and prenotes as appropriate.
PR, Processing, Print Payroll Checks, Email Direct Deposit Advices
Security Update: Secure Emailed Direct Deposit Advices.
Payroll direct deposit advices are now password-protected.
Notice: Employees must enter the last four digits of their Social Security number to open the PDF.

System Manager

Help, About
New Feature: Product code is viewable in Help.
Locate your product code in Help, About or on the server in the Sage\BWProg\BWServer.ini file. This helps when moving to a new server or location without contacting support.
File, Backup Scheduler
New Feature: Automatic Backup Scheduler.

- You can now schedule backups when users are out of the program—daily, weekly, monthly, or yearly
- **Daily backups are recommended** to ensure data protection
- If a backup fails, a notification will appear on your screen
- Log files are saved in the same directory as your backup files
- To run scheduled backups successfully, you must be logged in as an administrator on the Sage BusinessWorks data computer (server or standalone)
- Keep the system powered on and the administrator's Windows session active during scheduled backup times
- If you are backing up the System database, make sure all Sage BusinessWorks sessions are closed

Important Notice: Using the Backup Scheduler requires an active support agreement. This ensures access to scheduled backup functionality and ongoing technical support.

Utilities, Registration

Resolved Issue: Registration no longer shows Kevin on a new install

End User License Agreement (EULA)
Update: We've updated the End User License Agreement (EULA) to reflect the most current version. Users are encouraged to review the revised terms.

Enhanced Tax Reporting
Update: We've updated the Enhanced Tax Reporting installation. These files include the latest improvements and ensure compatibility with current system requirements.

Database Update
Enhancement: Larger Database Update Screen. Expanded the database update screen to provide a larger viewing area. Added Select and Deselect buttons to streamline item selection and improve user control.