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Unveiling the Latest Enhancements in Sage Intacct R4 Release

December 16, 2025

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Session CPE Requirements

- You need to attend 50 minutes to receive the full 1 CPE credit.
- 4 Attendance Markers that read: “I’m Here,” will be launched during this session. You must respond to a minimum of 3 to receive the full 1 CPE credit.

Both requirements must be met to receive CPE credit

Learning Objectives

- *At the end of the session, you will be able to:*
- *Recall the key features and improvements in the R4 Release.*
- *Identify how the new enhancements can benefit your organization and improve efficiency.*
- *Recall the most impactful updates*

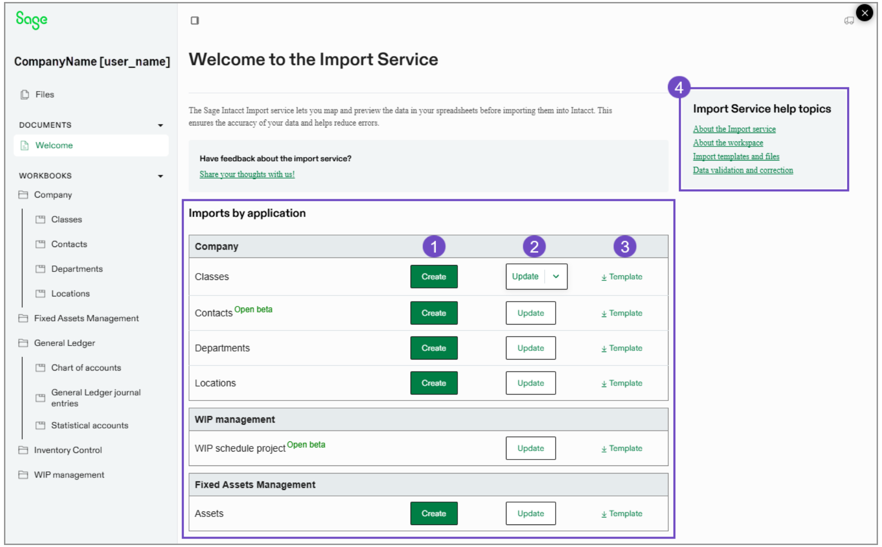
Company & Administration

Real-time alignment with Sage Collaborate

- With Sage Collaborate, your team can:
  - Communicate instantly within the context of records
  - Resolve issues like missing documents or exceptions faster
  - Keep everyone on the same page with a centralized space for updates and collaboration.
- Sage Collaborate is the evolution of Intacct Collaborate, representing the next generation of Sage's real-time communication tool.

Updates to the Sage Intacct import service

- Expanded ability to update records via import
  - Update GL and Stat Account numbers, as well as **Class IDs** via import
  - Expanded functionality to update **department** and **location** records via import (ID updates not included)



Permission changes

- **<u>Updated:</u> Time preferences -** View
  - This permission now enables the Leave management feature on the **Time** menu.
- **<u>Added:</u> Contract -** Historical
  - Allows you to create and edit historical contract lines.
- **<u>Removed:</u> Consoles**
  - **Slide-in permissions**: Subordinate company (anonymous slide-in users)

General Ledger Enhancements

Include unposted journal entries in GL Reports

- Provides a real-time view of your financial data by including unposted journal entries in GL/Journal Reports
- **Key benefits**
    - **Improved financial visibility**: See the impact of draft, submitted, or partially approved journal entries before they're posted.
    - **Faster reconciliation**: Finance teams can reconcile and analyze data earlier in the process.
    - **Supports continuous close**: Enables better planning and automation through tools like Close Workspace.
    - **Reporting compliance ready**: Filter selections are clearly displayed in report footers for audit transparency.

How it works

Filters

Reporting book
ACCRUAL

Other books (adjustment and user-defined)
Select

☑ Combine reporting book with other books

Include these transactions
Posted and unposted transactions

Include unposted transactions
Selected items (2) — Add or edit
- Submitted
- Partially approved

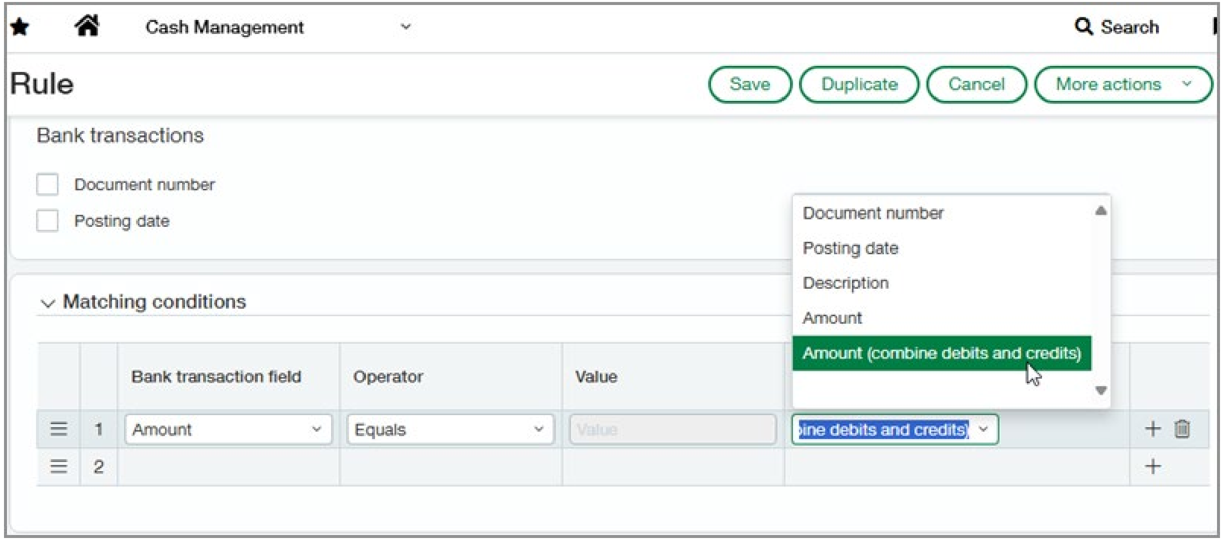
Journal report

Date	Txn state	Document	Memo	Account no.	Account desc	Department ID	Entity or Fund ID	Debit	Credit
General Journal									
10/10/2025		115	investment activity						
	Draft		investment activity	1500	Investments			75,801.15	0.00
	Draft		investment activity	4410	Unrealized Gain (Loss) Investments			0.00	75,801.15
Total for transaction 115								75,801.15	75,801.15
Total for journal General Journal								75,801.15	75,801.15
Payroll Journal									
10/15/2025		292	2025-10.15 payroll						
	Draft		2025-10.15 payroll	5121	Salaries	999	100	448,776.57	0.00
	Draft		2025-10.15 payroll	5126	Health Ins. Premiums	999	100	45,461.44	0.00
	Draft		2025-10.15 payroll	5127	Other Employee Benefits	999	100	12,548.84	0.00
	Draft		2025-10.15 payroll	1199	Payroll Clearing	999	100	0.00	506,786.85
Total for transaction 292								506,786.85	506,786.85
Total for journal Payroll Journal								506,786.85	506,786.85
Grand total								582,588.00	582,588.00

Cash Management Enhancements

Combine Debit/Credit Amounts for Reconciling

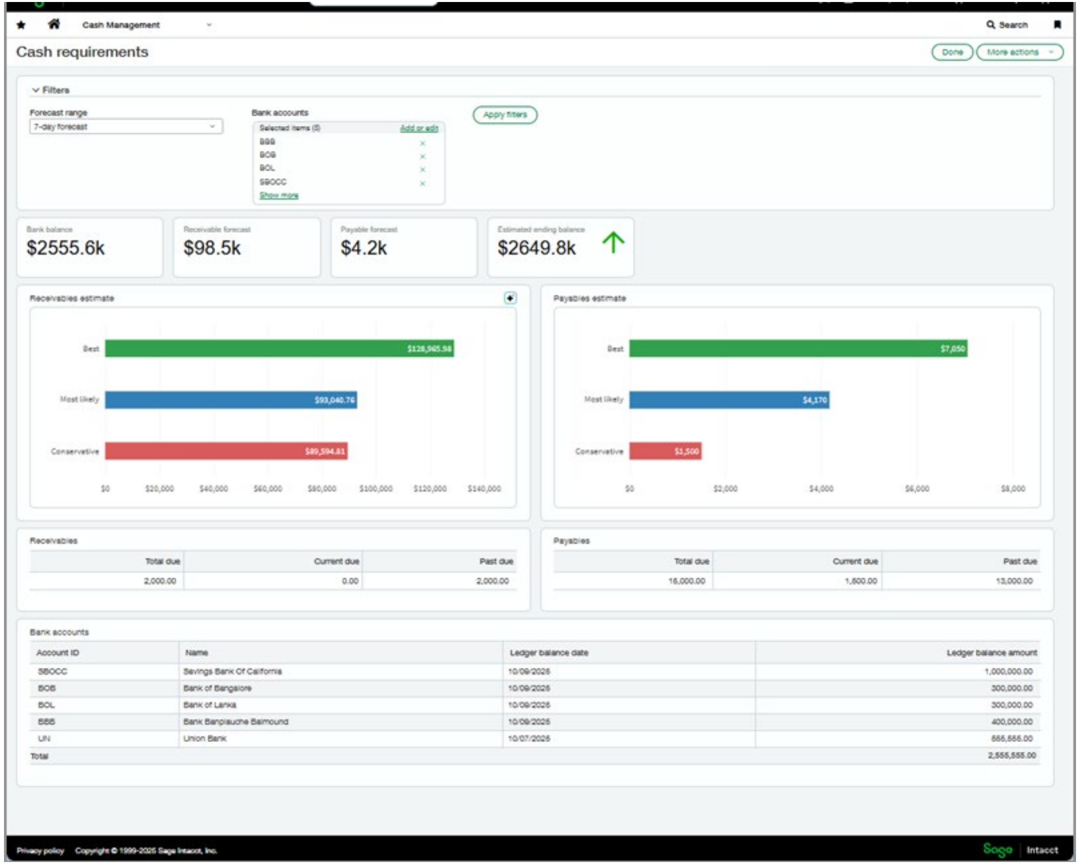
- Set up a matching rule to match a transaction and associated fees or charges in Intacct to a single bank transaction



Cash Requirements Summary – Early Adopter

- View amounts for payables, receivables, and bank balances on a single page to help efficiently surface cash flow insights.
- **Key benefits**
  - **Centralized cash flow view**: View a single-page summary of your payables, receivables, and bank balances for quicker insights.
  - **Cash flow insights**: Use cash requirements estimates to support your decision making.
  - **Customize your view**: Apply filters for forecast range and select only the bank accounts you want to include

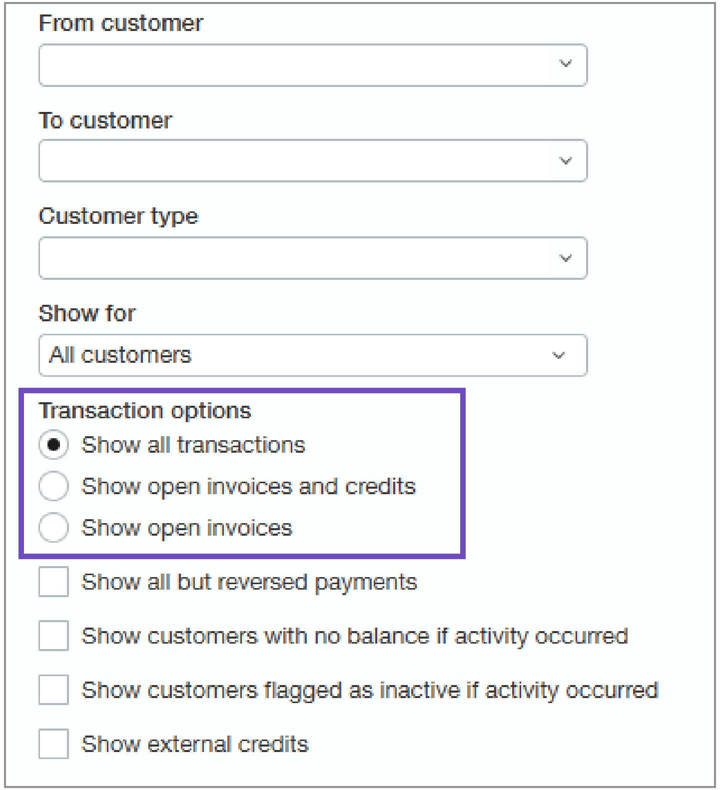
Cash Requirements



Accounts Receivable Enhancements

New Options for Customer Statements

- Insight into which transactions will appear in the statement
- **Key benefits**
  - Easily identify and select which transactions will appear in the statement
  - Optionally include open invoices and credits or open invoices only



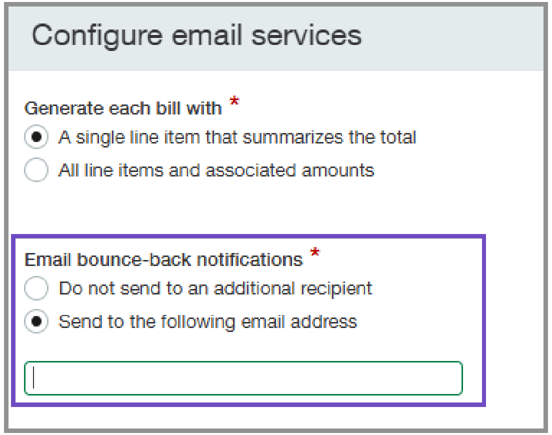
From Release 3 - Record Customer Refunds

- Streamline your refund management process, ensuring that refunds are accurately documented and credits are cleared
- **Key benefits**
  - **Increased reporting accuracy**: Up-to-date customer balances
  - **Tidier books**: Close out credits easily and effectively
  - **Easily resolve inactive accounts**: Efficiently refund and zero out accounts for customers who have credit balances with no planned future invoices.
  - **Refund audit trail**: Enhancing transparency and accountability.

Accounts Payable Enhancements

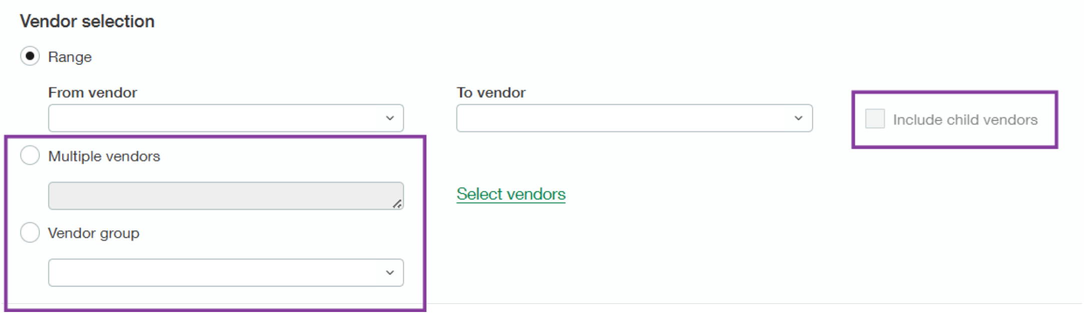
AP Automation Email Enhancements

- In February 2026, all companies will move automatically to the new email domain for AP Automation (@ai.sage.com)
- **Key Benefits:**
  - Auto-forwarding rules
  - Email copy capabilities for bounce back notifications
  - New file formats accepted



Improved AP Ledger Filters

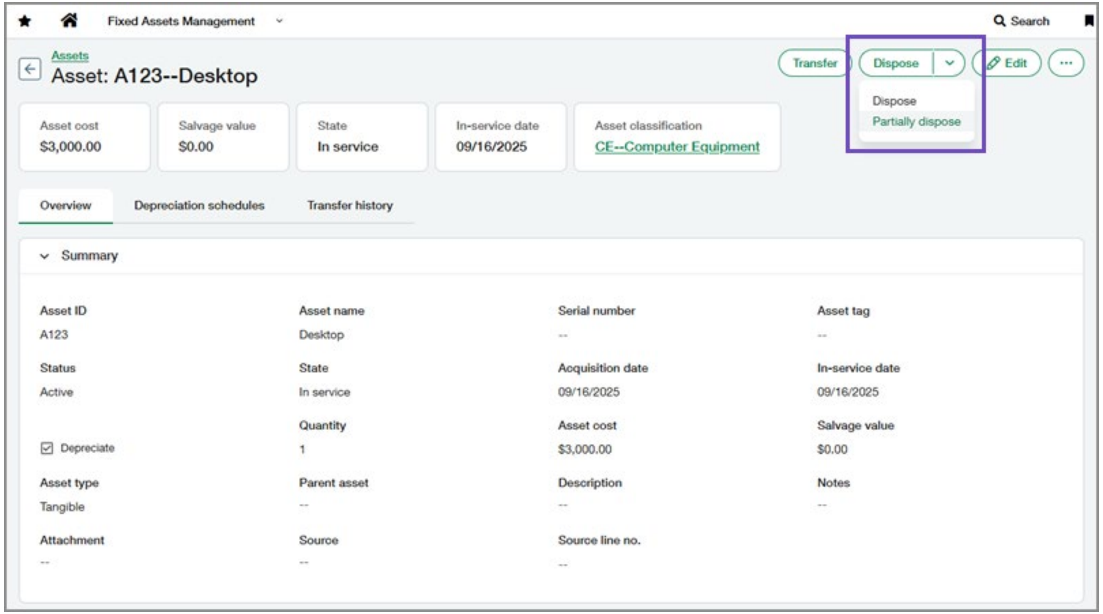
- New filter options include the following:
  - **Multiple vendors:** Select multiple vendors, individually or in ranges
  - **Vendor group:** Include vendors based on an existing vendor group
  - **Include child vendors:** When filtering by range a range of vendors, include child vendor in the report



Fixed Asset Management Enhancements

Assets – Partial Disposal

- Manage depreciation more precisely by disposing of part of an asset while continuing to depreciate the remaining value.

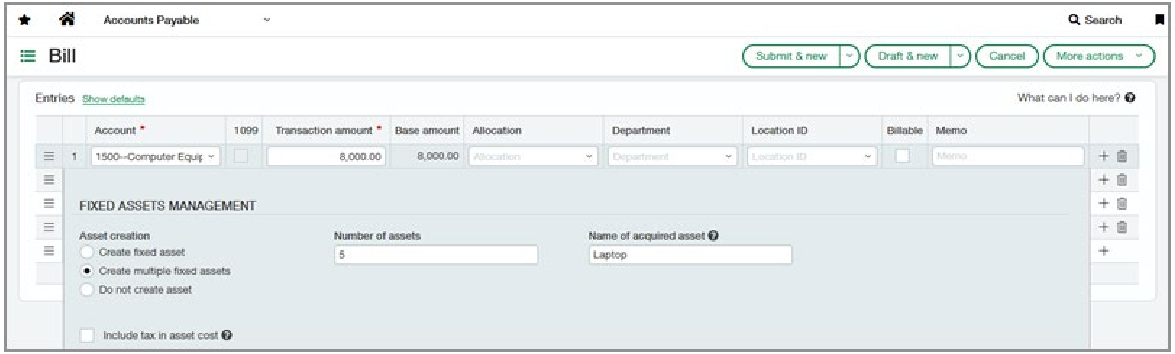


Create multiple assets from a single bill line

- **Key benefits**
  - **Manage assets accurately:** Track and depreciate each asset individually, even when purchased in bulk.
  - **Reduce manual work:** Eliminate workarounds like manual creation of assets and journal entries.
  - **Save time:** Automate asset creation and reduce errors.
- **What's changed**
  - Previously, you could only create one asset per line. Now, you can specify how many assets to generate (up to 20 per line). The transaction line amount is then evenly distributed across the created assets.

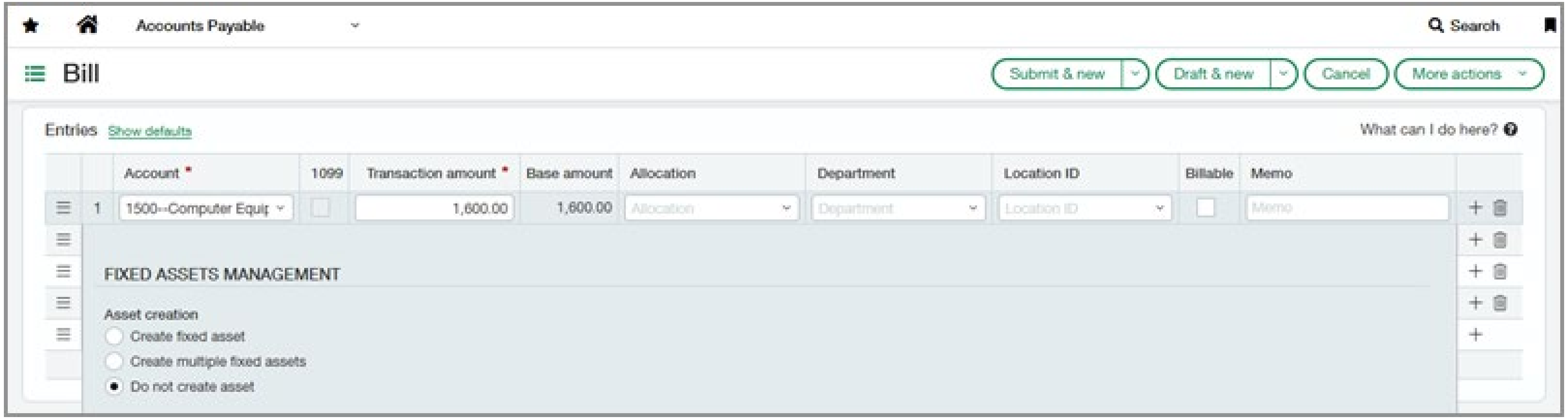
Create multiple assets from a single bill line

- **How it works**
  - Create a bill or purchasing transaction line that is associated with an Asset GL account.
  - Expand the **Show details** section for the line.
  - For Asset creation, select **Create multiple assets**.
  - Enter the **Number of assets** and a name for the assets.



Skip Asset Creation

- Gain more control over asset management with a new option to skip asset creation when it's not needed.



Other updates to Fixed Assets Management

Edit dimensions without needing an asset transfer

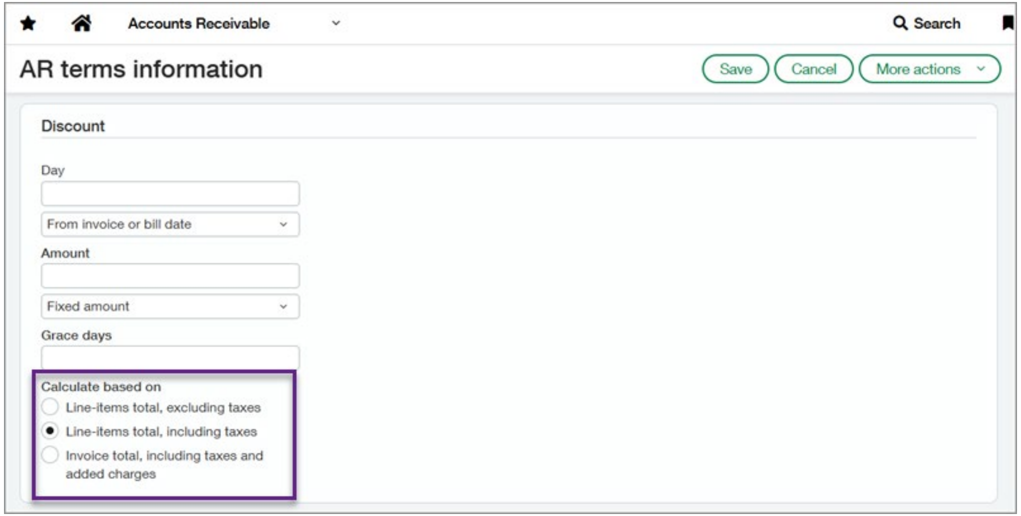
Change the historical accumulated depreciation setting at any time

Edit asset names for better flexibility:

Tax Enhancements

AR Term Discounts for Taxes

- Customers using a standard or custom tax solution in the Taxes application can capture taxes on term discounts in their Accounts Receivable and Order Entry transactions.



1099 Season – What to know

- **Form changes**
  - All 1099 forms now support a 2-digit calendar year instead of 4-digits.
  - Use 1099-NEC Box 3 for Excess golden parachute payments. (was 1099-MISC Box 14)
- **Setup changes**
  - If your company is configured to issue a separate 1099 per entity, you need to assign each entity an entity contact for address information to print.
    - At the top-level company, go to **Company** > **Setup** > **Entities** > **Edit**.
    - In the Contacts section, select or add a contact from the **Entity** drop down. Then select **Save**.

AI & Automation

Close Workspace

- Close Workspace is a centralized environment for managing the period-close process.
- **Close Checklists:**
  - Establish repeatable close procedures with customizable task templates.
  - Track every task, owner, and status for a consistent/complete close.
  - Use notifications to surface due dates, dependencies, and outstanding tasks before they become blockers.

Close Workspace

- **Close progress monitor**
  - Close progress monitor gives finance teams a centralized, real-time view of their period close process.
  - Simplifying oversight across entities, tasks, and assignees
  - Filtering options provide flexible views based on your needs.
- **Integration with Sage Collaborate**
  - This integration brings messaging and file sharing directly into your close checklist and task records
    - Eliminate the need for external tools
    - Prevent missed updates and lost files
    - Make tracking easier and enhance audit-readiness

Close Checklist

Close checklist : CWCL-17--Monthly close September 2025

Mark completed | Edit | Done | More actions

General information

Checklist template
CWT-23--Monthly close new

Reporting period
Month ended September 2025

Checklist information

Checklist ID
CWCL-17

Checklist name
Monthly close September 2025

Description
--

Checklist owner
abryant

Checklist schedule
At risk

Checklist state
In progress

Status
Active

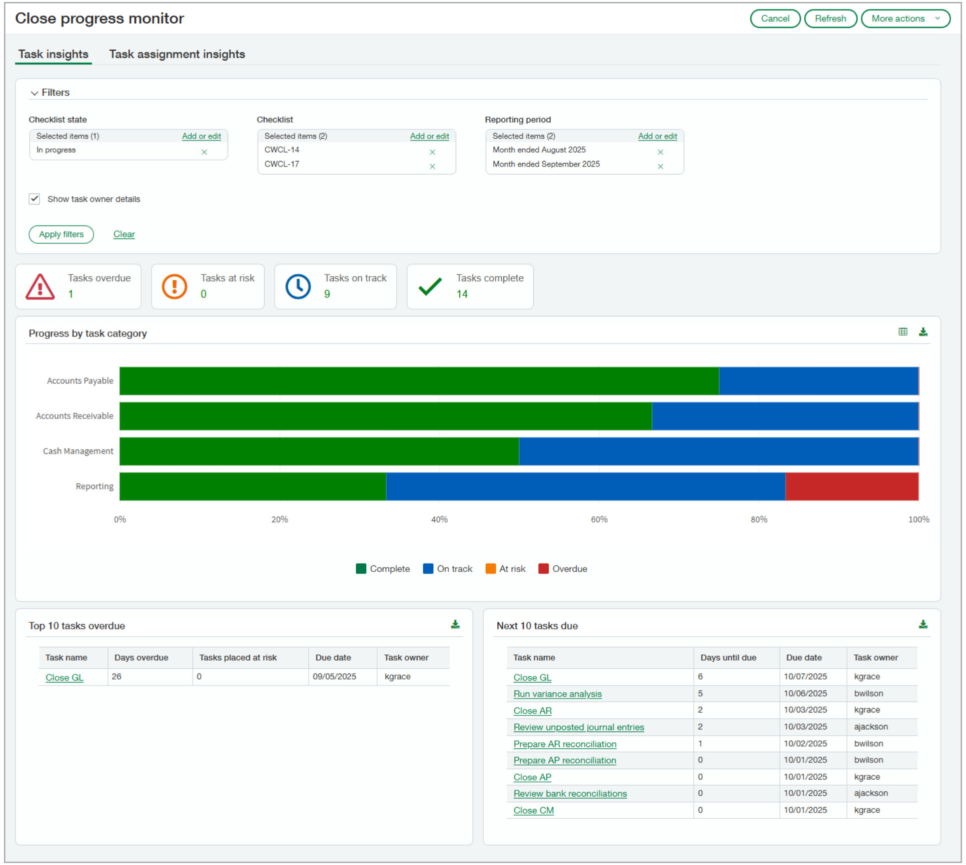
Close Assistant indicators
All

Refresh

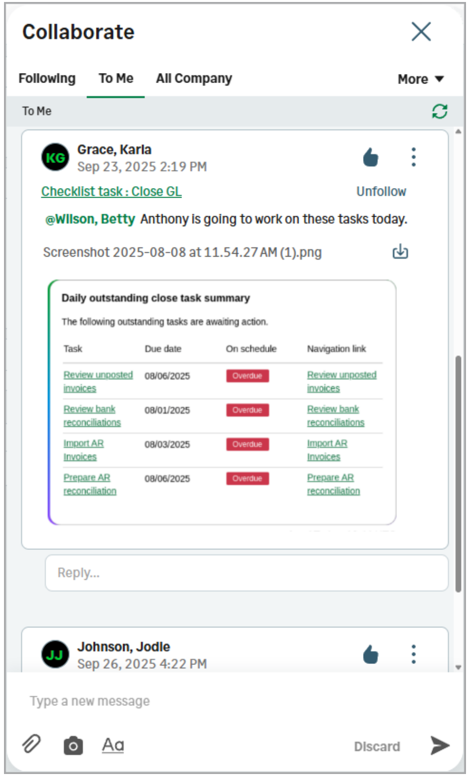
Close tasks

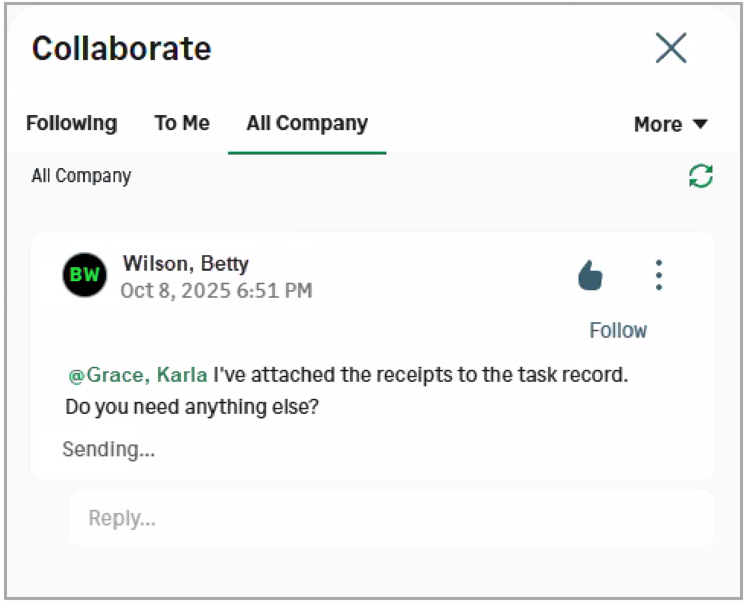
	Entity restriction	Category name	Close Assistant indicator	Task name	Description	Navigation link	Task owner	Start date	Due date	Dependency	On schedule	Task state	Action
1	Yes	Accounts Payable		Review unposted bills	Review unposted transactions in Accounts Payable	Review unposted bills	ajackson	09/25/2025	10/01/2025	Yes	C Completed	Completed	Mark in-progress
2	Yes	Accounts Payable		Prepare AP reconciliation	Prepare AP Subledger reconciliation	Prepare AP reconciliation	bwilson	10/01/2025	10/01/2025	No	C Completed	Completed	Mark in-progress
3	Yes	Accounts Payable		Close AP	Close Accounts Payable subledger	Close AP	kgrace	10/01/2025	10/01/2025	No	C Completed	Completed	Mark in-progress
4	Yes	Accounts Receivable		Review unposted invoices	Review unposted transactions in Accounts Receivable	Review unposted invoices	ajackson	09/24/2025	10/02/2025	No	C Completed	Completed	Mark in-progress
5	Yes	Accounts Receivable		Prepare AR reconciliation	Prepare AR subledger reconciliation	Prepare AR reconciliation	bwilson	10/02/2025	10/02/2025	No	O Overdue	In progress	Mark completed
6	Yes	Accounts Receivable		Close AR	Close Accounts Receivable subledger	Close AR	kgrace	10/03/2025	10/03/2025	No	O On track	Not started	Mark in-progress
7	Yes	Cash Management		Review bank reconciliations	Review incomplete bank reconciliations	Review bank reconciliations	ajackson	09/18/2025	10/01/2025	No	C Completed	Completed	Mark in-progress
8	Yes	Cash Management		Close CM	Close Cash Management subledger	Close CM	kgrace	10/01/2025	10/01/2025	No	O Overdue	In progress	Mark completed
9	Yes	Reporting		Review unposted journal entries	Review unposted journal entry transactions	Review unposted journal entries	ajackson	09/23/2025	10/03/2025	No	O On track	Not started	Mark in-progress
10	Yes	Reporting		Run variance analysis	Review Variance Analysis insights	Run variance analysis	bwilson	10/02/2025	10/06/2025	No	O On track	Not started	Mark in-progress
11	Yes	Reporting		Close GL	Close General Ledger	Close GL	kgrace	10/03/2025	10/07/2025	No	O On track	Not started	Mark in-progress
12	Yes	Accounts Payable		Import bills	Import bills	Bills	jjohnson	09/23/2025	09/25/2025	No	C Completed	Completed	Mark in-progress

Close Progress Monitor



Sage Collaborate Integration



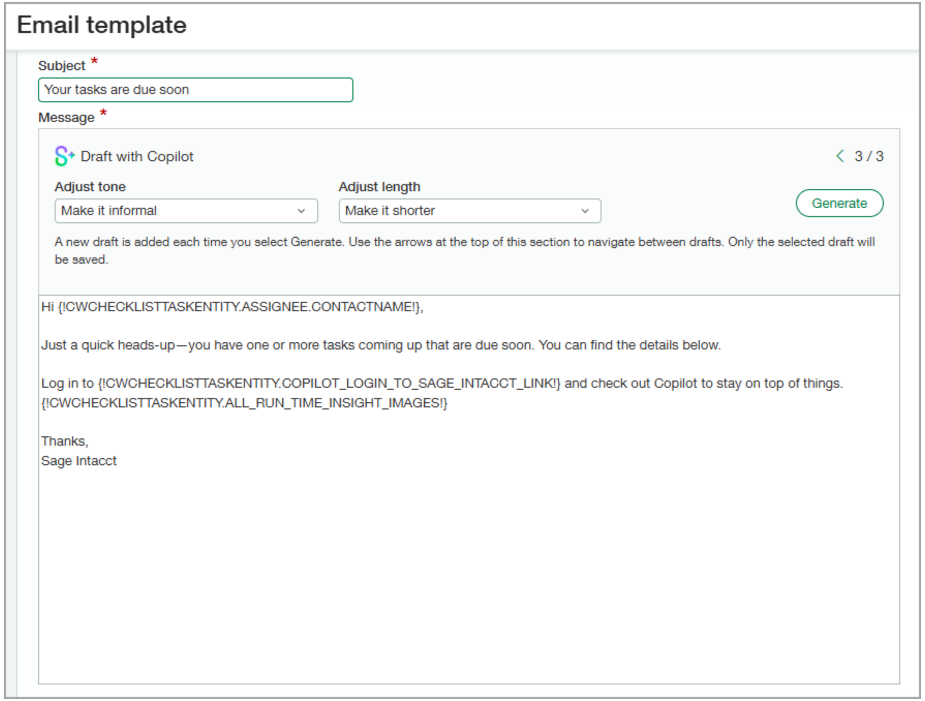


Draft Emails with Copilot

- You can now use Copilot to write the emails used to send insights through Close Workspace and Variance Analysis.
- **Key benefits**
  - Save time by letting Copilot do the work.
  - Copilot will adjust the length and tone of voice. Just ask.
  - You can edit the drafts to make them just right.
- **How it works**
  - Draft with Copilot buttons appear on the following pages:
    - Configure Close Workspace
    - Configure Copilot Variance Analysis

Draft Emails with Copilot

- When email notifications are enabled, the **Draft with Copilot** buttons appear under the email template fields



Demo!

Resources

- Sage University Training & Release Notes
- Intacct Customer Office Hours
- View and Subscribe to the CLA Intacct Blog
    - https://blogs.claconnect.com/intacct/
- Continue to join our monthly Sage Intacct Webinars
    - https://godigital.claconnect.com/insights/webinar/2026-sage-intacct-webinar-series-2/

January 27, 2026: Delve Into the Weeds of Designing Financial Reports in Sage Intacct

February 24, 2026: Mastering Bank Reconciliation: Best Practices in Sage Intacct

March 31, 2026: 2026 R1 Highlights