

Save time on Abra tasks with BASpay History Archive, the flexible, easy-to-use program that helps you manage the size of your Sage-Abra HRMS® databases. This program will archive and un-archive payroll history records (typically, from past years) for faster processing, reporting, and back-up's. Old terminations and associated job history can also be archived!

Avoid Hitting FoxPro Maximum Record Counts and crashing your HRMS system.

- **Check the largest files in your live Abra data folder.** Use Windows Explorer or equivalent. If any exceed 1GB, you should archive to save time on tasks. If any are approaching 2GB, your HRMS system is about to crash. You must archive or purge to keep your HRMS system going!

Speed Up Payroll Processes

- **Speed up processing! Store historic records from payroll, HR, Attendance, Train in a “data repository” – out of the way.** Processing speed improves as you reduce records in your “live” data.
- **Prepare and run reports faster!** Reporting is particularly s-l-o-w when large databases are involved. You'll notice an immediate improvement in the speed of report preparation after using BASpay History Data Archive. Changes can be dramatic! Clients report 15-minute tasks taking only 3 minutes.

Maintain Online Access to Archived History Records for Analysis and Reporting

- **With Archive, you get to keep your history!** Unlike other programs, you can move archived files back into your active databases if you need to use those records for standard reporting and querying. You can access records in the archive with your report writer.

Control the Archive Process

- **Payroll files can get large! You control which payroll records to archive,** including time sheet history, general ledger history, job cost history, check history and direct deposit history, or any combination of these. Control archiving by company and date range.

Options Give You Flexibility

- **Archiving Old Terminates Records cleans up HR.** You can maintain the size of the personnel file and job history by archiving records and history of past-years terminated employees with the Terminated Employee Archive option. Any employee can be un-archived for the rehire process, as needed.
- **Attendance and Train Options handle archiving other ever-growing databases created by busy organizations.** Archive Attendance transactions, Employee Training, Employee Classes, and/or Class Information, as needed.

Payroll	Attendance	Training	Terminated Employees
History Files	Include	From Date	To Date
Time Sheet	<input type="checkbox"/>	01/01/2002	12/31/2002
		Employers	
		<input type="checkbox"/> ABC,ZSI	
Job Cost	<input type="checkbox"/>	01/01/1999	12/31/2004
		<input type="checkbox"/> ZSI	
GL Distribution	<input type="checkbox"/>	01/01/2006	12/31/2006
		<input type="checkbox"/> ZSI	
Checks	<input checked="" type="checkbox"/>	01/01/2008	12/31/2008
		<input type="checkbox"/> ZSI	
Direct Deposit	<input type="checkbox"/>	01/01/1999	12/31/2005
		<input type="checkbox"/> ZSI	

Count Archive Unarchive Log Exit

For questions or to order the BASpay History Data Archive for Abra HRMS®, contact BAS at:
 800-280-9159 or 727-866-2122

Additional product information is available on the BAS website: www.BASpay.com

Additional Archive information is here: http://www.baspay.com/history_data.asp

Figure 1: History Data Archive Selection Screen (sample)