

Acceptum

Business Software

Help control your business processes and financial data with ERP software that does that little bit extra:

- ◆ easy to install and configure with a consistent user interface on a Windows platform
- ◆ 1 to 60 concurrent networked users
- ◆ comprehensive functionality (see below)
- ◆ a flexible integrated business solution that can benefit your business
- ◆ integrates with Microsoft Office products
- ◆ supports your business processes
 - recording worker time and convert times and rates to Sales Orders
 - creating job costings and convert them to Sales Quotes
 - raise customer quotes, pick lists, delivery notes, invoices
 - process customer payments
 - automatically raise purchase/production orders for low stock items
 - raising goods receipts for purchased items
 - entering supplier invoices with 3-way matching
 - paying suppliers
 - production orders with Bills of Materials and Labour
 - performing bank reconciliations
 - depreciating fixed assets
 - completing quarterly VAT Returns
 - managing key Performance Indicators via Scorecards
 - performing financial consolidations

Suitable for Microsoft Operating Systems 95, 98, 00, ME, XP

Smart things you can do with **Acceptum**

- ◇ define Business Score Cards to enable quick and timely management of key performance Indicators
- ◇ e-mail customers dynamic content built from your data, be it - stock levels, product releases, promotions, etc.
- ◇ modify standard reports to meet your exact reporting requirements
- ◇ query the database to answer adhoc questions like;
 - most/least profitable products
 - most/least profitable customers
 - top N customers by revenue
 - etc.
- ◇ simple process to merge Sales Orders for the same Customer, together into one Order
- ◇ single mouse click to move undelivered items on a Sales Order to a new 'Backorder'
- ◇ take web site generated data (sales orders etc.) and automatically update the system
- ◇ create "Reporting Sets" to consistently report disparate data values

Benefits to be gained from **Acceptum**

- ◇ real-time update and reporting of data (no more reporting from out-of-date data)
- ◇ data entered once, used many times (data entered at beginning of business process)
- ◇ user friendly and consistent interfaces (screens, reports and updates follow same outline)
- ◇ full data integration and validation across all areas
- ◇ everyone using the same source data - *'all singing from the same song sheet'*
- ◇ flexible user definable financial reports with full drill-down to underlying transactions
- ◇ flexible integration to external software using COM, ODBC or XML
- ◇ rapid implementation for minimum disruption
- ◇ no period/quarter end routines to perform
- ◇ produces quarterly VAT return figures ready for direct completion of the VAT 100 and 101 forms
- ◇ individual user configurable data screens - columns, sorts, filters
- ◇ multi-company with no additional charge per company
- ◇ full multi-currency operation at no extra charge
- ◇ links to Microsoft Word, Excel, Outlook, Graphs to extend and compliment functionality
- ◇ access security using password protected logins with menu option authorisations
- ◇ helps to transform the focus of your business
- ◇ as a modular system you only buy what you need – can always add modules later

We pride ourselves on the personal service we give all our customers

Acceptum Business Software functionality

Sales and Marketing

- ◇ Sales Order Processing - Quotes, Confirmations, Delivery Notes, Invoicing, Credit Notes
- ◇ either Dual Product Pricing - Euros and local (GBP) with 5 quantity break points
- ◇ or Product by Price List by any Currency with 5 quantity break points
- ◇ Sales Order pick lists for warehouse staff
- ◇ Transfer undelivered items to a new Backorder Sales Orders
- ◇ E-mail Quotes, Confirmations, Invoices, Credit Notes via MS Outlook
- ◇ Credit control limits, for a user company or across all user companies
- ◇ Time Logs with Customer Billing - multiple internal/external rates per employee
- ◇ XML import to support web shops, web orders and web contact pages
- ◇ Sales Order document copy for quick data entry
- ◇ Merge of customers Open Sales Orders into 1 document
- ◇ Job Costing and conversion to a Budget for Financial Reporting and control
- ◇ Contact Management for marketing campaigns, etc. - personalised or generic
- ◇ Contact Management mailings with embedded database SQL's for current stock levels/prices etc.
- ◇ Contact Address Import/Export to MS Outlook
- ◇ Printed address labels for customers, suppliers, contacts

Purchasing

- ◇ Purchase Order Processing with Goods Receipting
- ◇ E-mail PO's via MS Outlook
- ◇ 3 Way matching - Purchase Order/Goods Receipt/Supplier Invoice
- ◇ Automatic Purchase Order creation based upon stock levels and sales demand
- ◇ Preferred Supplier with Last Price per product
- ◇ Purchase Order copy for quick data entry

Products and Manufacturing

- ◇ Moving Average Product Pricing
- ◇ Bill of Materials with Labour for assembled products
- ◇ Automated Production Order creation based on stock levels and sales demand
- ◇ Production Orders with material and labour elements
- ◇ Product Assembly for sub-assemblies and finished products
- ◇ Product movements and Stock Write-offs
- ◇ Stock Control via Ledger movements/entries
- ◇ Employee Job Logs with multiple internal rates per employee
- ◇ Job Costing for one-off assemblies, conversion to a Budget for FR and control
- ◇ Sale or Return products - as receiver/retailer or as distributor
- ◇ Available Products View with Product Location codes
- ◇ EAN 13 digit barcode
- ◇ Production Order copy for quick data entry

Financial and Management Reporting

- ◇ User defined Financial/Management Reports with Budget/Prior Year comparatives
- ◇ Full management reporting *drill-down* and *drill-around*
- ◇ Forecasts incorporated into Management Reports for 'Forecasted Actuals'
- ◇ Cash Flow Forecasts with 'Days to Pay' setting
- ◇ Business Intelligence Score Card by SQL Query statements
- ◇ Financial consolidations
- ◇ Record company meetings and notices – board, AGM, etc.

Accounting and Finance

- ◇ Multi-company and financial years in unified ledger
- ◇ General Ledger allocated over Account and 3 Analysis codes (Cost Centres, etc.)
- ◇ Recurring entries and journal reversals
- ◇ Full edit of posted journals, or locked to edit only text attributes
- ◇ Posted journal audit trail
- ◇ Bank Reconciliations with sundry item entry (charges, fees, interest, etc.)
- ◇ Individual transaction Open Item Clearing on Balance Sheet accounts; helps to control and monitor - W.I.P., Clearing, VAT, Accrual and Provision accounts
- ◇ Multi-currency with daily exchange rates and Currency Revaluation
- ◇ Fixed Assets with Depreciation
- ◇ Flexible Year-end processing
- ◇ Accounts Receivable - Credit Control, Statements, Reminder/Collection Letters, Aged Debt Reports; Statements and Reminders - print or e-mail via MS Outlook
- ◇ Accounts Payable - Invoices, Remittance Advices with printed cheques, payment blocks
- ◇ Supplier Invoice copy for quick data entry
- ◇ Multiply Budget Versions with Budget Phasing/Weighting over 12 months
- ◇ VAT Return 100 and 101 reports

General Features

- ◇ Data graphs and charts from all areas
- ◇ Full internal note facility on main functional areas
- ◇ Multi-user with password protected access
- ◇ User access permissions on company and menu options
- ◇ Links to supporting documents held on PC or Network
- ◇ Reports use plain A4, no special stationery required
- ◇ Modifiable 200+ standard reports and labels
- ◇ New reports can be created by users
- ◇ User defined SQL Querys with Report Writer for adhoc reports/data extractions
- ◇ Calculator
- ◇ Navigate with Menus, Toolbars, Function Keys, Alt Keys
- ◇ User defined Views, Filters, Sorts with flexible column ordering, split screens
- ◇ Full F1 Help system
- ◇ Overview flowcharts of software with direct links to menu options
- ◇ Full audit trail of Set Up data and Contact Management Activity
- ◇ "Reporting Sets" extend the normal From - To selection criteria

Systems

- ◇ COM/DCOM facility for additional bespoke reporting via HTML, VBScript, etc.
- ◇ ODBC link for external reporting - MS Excel, Crystal Reports, etc.
- ◇ Data Imports from XML, Excel, Lotus 1-2-3, CSV files, Outlook E-Mail (for web shops)
- ◇ Data Exports to XML, Excel, Pivot Tables, CSV files, MS Word MailMerge
- ◇ FTP data updates and queries to support a dynamic web presence via XML
- ◇ XML support of web sites
- ◇ Company Archiving and Restores
- ◇ Multi-database version available for public accountants/organisations with disparate companies

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Support

Answers to the most '*Frequently Asked Questions*' are posted on the *Acceptum* web site for users to access free of charge.

Users may purchase telephone support on 2 levels:

- £50 (+ VAT) per issue, or
- annual support contract with version upgrades, in advance – 20% (+VAT) of software module cost

Telephone support is provided - 9:00am to 6:00pm Monday to Friday.

Training

If desired, a training course is available at £225 (+VAT) per attendee. Or, £500 for up to 5 people at customers offices.

Bespoke Developments

Acceptum offers a bespoke development service, based upon its software package, giving you a customised version. So if your business requirements are not quite met by standard *Acceptum*, we offer the facility of extending the software with your own specific enhancements. Be they:

- additional functionality;
- additional data attributes and or tables;
- integration with other databases and applications

A quotation will be provided for any development work, priced upon the time involved in making the changes.

Acceptum software modules:

Base module (20 concurrent users)	£1,700
Sales Orders and Job Costing	£900
Purchase Orders and Goods Receipting	£500
Production Orders	£600
Time Logs	£400
Consolidation	£100
Contact Management	£500
Fee for each additional 20 concurrent users	£200
Fee for Multi-Database version	£400
Annual Support contract with version upgrades	20% of above costs

VAT to be added to all costs

Max. 30 days free trial period of the full software
(subject to a generous limit on the number of transactions entered)

TRY before you BUY - FREE download
www.rcl-systems.co.uk/acceptum/download.htm

20 concurrent user license