



Defining the case for

Acceptum Business Software

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1 Rowanberry Consultancy Ltd in the UK business solutions market place

Formed in 1995, Rowanberry Consultancy Ltd (RCL) has extensive experience of large multi-national Enterprise Resource Planning (ERP) systems, having been involved in the installation of major systems for clients in the food and beverage, petro-chemical, pharmaceutical and discrete and batch manufacturing industries.

During 2001 it switched its attentions to the Small Medium Enterprise (SME) market place by becoming a reseller for a Dutch business and accounting software system. Installing successful systems for clients in the computer hardware, computer software, sound studio management and food industries.

During these years the company identified several weaknesses in current market software solutions aimed at the SME market place and during 2004/5 it decided to develop and market its own software to meet the specific requirements of SME's in the UK.

This resulted in the launch of *Acceptum* Business Software in 2005.

Since then RCL has been acquiring clients for *Acceptum* Business Software and enhancing the software's capabilities to meet emerging business requirements.

RCL has a clear road map for *Acceptum* Business Software and is committed to its continual support and investment, issuing new versions on a regular basis. Customers have the ability to choose when they move to the latest version.

Being a small company, RCL is quick to react to any new requirements of an individual customer, an industry, or the UK market place.

RCL offers a bespoke development service for those customers that want specific functionality.

2 A safe investment

Acceptum Business Software has been specifically developed for the UK market place and to deliver:

- ◇ the real-time update and reporting of data
- ◇ comprehensive business and accounting functionality for UK SME's
- ◇ with a consistent user interface
- ◇ with a low total cost of ownership
- ◇ with low training costs
- ◇ fast and measurable ROI
- ◇ fast and easy implementation
- ◇ overall protection of investment

The consistent user interface reduces training costs, as the software's 'look and feel' carries across functional areas. So once a user has learnt one functional area, other areas can be easily mastered.

The ability for users to develop their own reports and to change existing reports to meet their own exact requirements helps to reduce the overall cost of ownership by saving time and costs.

As a business grows, the number of concurrent users can be increased in bands of 20 users. Given the correct hardware the upper limit on the number of concurrent users is over a 100.

Integration with Microsoft Office products – Outlook, Word, Excel; is provided throughout the system, extending its power and usability.

3 A well used code base

Acceptum Business Software has been developed using the established Visual FoxPro database and programming language owned by Microsoft.

Visual FoxPro provides an extremely quick and efficient client/server database environment that is used throughout the world. Its performance is well recognised in the industry and it provides a level of service equivalent to (if not better) than Microsoft SQL Server at the typical volume levels used by SME's. All without any additional licensing costs.

Acceptum Business Software can be used on any Microsoft operating system since Windows 95. Most SME's install the system on a server running the Microsoft Server 2000 or 2003 operating system with workstations running Windows XP.

4 Typical customer profile

The typical profile of customers that use *Acceptum Business Software* can be summarised as:

- ◇ 5 to 80 employees
- ◇ turnover from 1/4m to £100m
- ◇ up to circa 8,000 customers and suppliers
- ◇ up to circa 5,000 products
- ◇ business types of - retail, wholesale, distributor, manufacture, service, financial
- ◇ with a current or intended web presence – hosted or dedicated
- ◇ non-complex manufacturing environment
- ◇ dedicated accounting staff
- ◇ small IT department or via IT consultants
- ◇ moving up from spreadsheets or a low-end accounting system

5 Highlights of standard functions and features

Acceptum Business Software provides the following functions and features:

Sales and Marketing

- ◇ Sales Order Processing - Quotes, Confirmations, Delivery Notes, Invoices
- ◇ Dual Product Pricing (Euros, GBP) with 5 quantity break points

- ◇ or Products by Price List and Currency with 5 quantity break points
- ◇ Warehouse Pick Lists
- ◇ E-mail of 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 employee internal/external rates
- ◇ XML import to support web shops, web orders and web contacts
- ◇ Job Costing with conversion to a Budget for Financial Reporting (FR)
- ◇ Contact Management for marketing campaigns, etc. - personalised or generic
- ◇ Contact Management mailings with embedded SQL's for inclusion of current database elements – stock levels/prices etc.

Purchasing

- ◇ 3 Way matching - Purchase Order/Goods Receipt/Supplier Invoice
- ◇ E-mail PO's via MS Outlook
- ◇ Automated Purchase Order creation based upon stock levels and sales demand

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
- ◇ Product Assembly for sub-assemblies and finished products
- ◇ Stock Control via Ledger movements/entries
- ◇ Employee Job Logs with multiple internal rates per employee
- ◇ Job Costing for one-off assemblies with conversion to a Budget for FR
- ◇ Sale or Return products - as receiver/retailer or as distributor

Financial and Management Reporting

- ◇ User defined Financial/Management Reports with Budget/Prior Year/Period comparatives
- ◇ Forecasts incorporated into Management Reports for 'Forecasted Actuals'
- ◇ Business Intelligence Score Card using SQL Query statements
- ◇ Multiply Budget Versions with Budget Phasing/Weighting over 12 months
- ◇ Consolidations
- ◇ Recording of 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
- ◇ Bank Reconciliations with sundry item entry (charges, fees, interest, etc.)
- ◇ Multi-currency with daily exchange rates and Currency Revaluation
- ◇ Fixed Assets with Depreciation
- ◇ 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

General Features

- ◇ User access permissions on company and menu options
- ◇ Links to supporting documents held on PC or Network
- ◇ 200+ modifiable standard reports and labels
- ◇ New reports can be created by users
- ◇ User defined SQL Querys with Report Writer for adhoc reports/data extractions

Systems

- ◇ COM/DCOM facility for additional 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 (re 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
- ◇ Multi-database version available for public accountants/organisations with disparate companies

6 Bespoke developments

Acceptum Business Software recognises that not all SME's have the same business and processing requirements. To accommodate this variety, RCL offers a bespoke development service to its customers to meet their individual requirements. Be they:-

- ◇ additional functionality
- ◇ additional data attributes and or tables
- ◇ integration with other software applications

Each bespoke development is incorporated into the software in a seamless manner that becomes unnoticeable to the customer from the standard product.

7 Unique features

Unique features of *Acceptum Business Software* that make it stand out from its competitors are:

- ◇ a 30 character account code is used, so that instead of numeric codes, names and descriptions can be used.
- ◇ 3 levels of analysis beyond the account code is provided on all ledger postings; these are each 10 characters long, so cross analysis is easy to perform.
- ◇ customer, supplier and product accounts are held in the full ledger, so no reconciliation of Accounts Receivable, Accounts Payable, Stock sub-ledgers is required.
- ◇ all ledger postings can be fully edited so that 'unconnected' correcting journals are not necessary.
- ◇ full details of the data dictionary is provided so that IT departments can use the User SQL, Modifiable Reports, COM interface, Import and Export facilities to develop interfaces with other systems.
- ◇ orders and data from web sites can be easily imported into the system via the extensive Import facility.
- ◇ Reporting Sets can be created and applied to all reports and data windows extending the normal 'From/To' range selection. This is important when customers need to report across a disparate set of values. As an example; suppose you have Cost Centre codes composed of a location code and a department code –

<u>Location</u>	<u>Department</u>
Leeds = 001	Accounts = 10
Manchester = 002	Sales = 20
Glasgow = 003	Personnel = 30
....

Combined together Cost Centre codes will be
00110 – Leeds Accounts
00120 – Leeds Sales
00130 – Leeds Personnel
.....
00210 – Manchester Accounts
00220 – Manchester Sales
00230 – Manchester - Personnel
....

With such a code structure and using only From/To ranges, you cannot report the cost of just 'Personnel' across the business.

With Reporting Sets you can - by constructing a set called 'Personnel' and assigning it the value of "00130 OR 00230 OR 00330 OR"

Now when reporting, you just use the appropriate Reporting Set to extract the required data. What is more; once created; Reporting Set can be used consistently by everyone.

- ◇ define Business Score Cards to enable quick and timely management of key performance indicators
- ◇ e-mail customers dynamic content built from data, be it - stock levels, product releases, promotions, etc
- ◇ document copy provides for quick data entry of Sales Orders, Purchase Orders, Suppliers Invoices, based upon existing records.

- ◇ individual transaction Open Item Clearing on Balance Sheet accounts; helps to control accounts like - WIP, VAT, Accrual and Provision accounts.
- ◇ full internal note facility on main functional areas so that inter-departmental notes can be held on a per document basis.
- ◇ user defined Views, Filters, Sorts with flexible column ordering allows users to customers many views to show only the data relevant to them.

8 Why use it

The benefits to be gained from *Acceptum* Business Software are:

- ◇ data entered once, used many times (data entered at beginning of business process)
- ◇ user friendly and consistent interfaces
- ◇ 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 required by the software
- ◇ multi-company usage is provided at no additional charge
- ◇ full multi-currency functionality is provided at no extra charge
- ◇ produces quarterly VAT return figures ready for direct completion of VAT 100 and 101 forms
- ◇ as a modular system you only buy what you need – can always add modules later
- ◇ access security using password protected logins with menu option authorisations
- ◇ helps to transform the focus of your business

Every day *Acceptum* Business Software is the software that provides the information to drive forward a business.

For more information on *Acceptum* Business Software please refer to our web site

www.rcl-systems.co.uk
