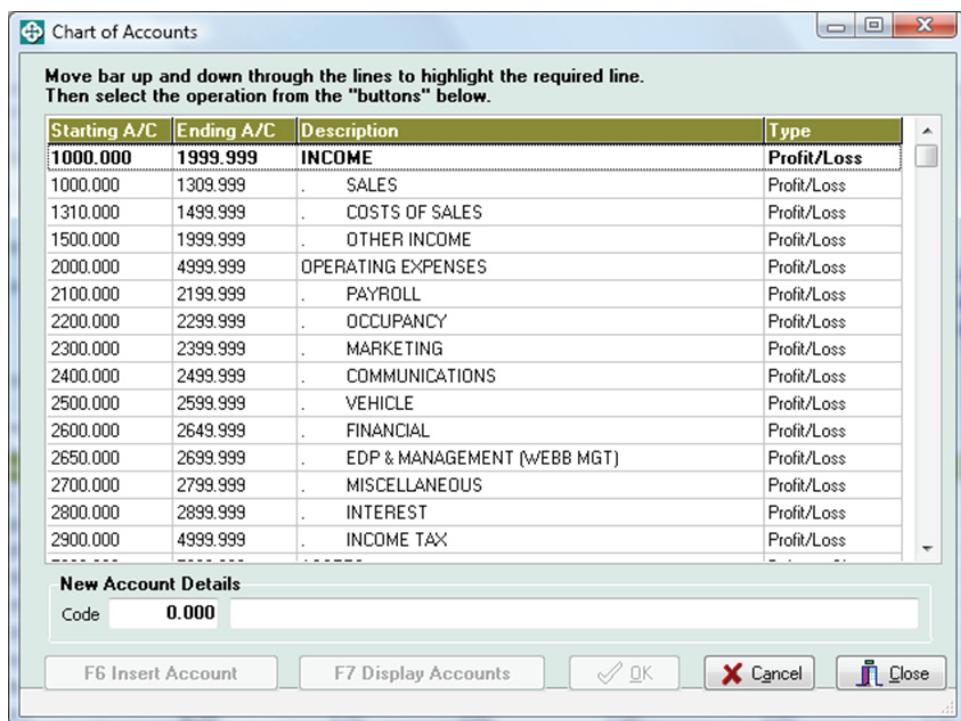


Features + Benefits

- + **Powerful management reporting options**
- + **Improve your business through efficient data control and easy mechanisms for tracking information**
- + **Forecast more accurately with regular Profit & Loss Reporting, Balance Sheet and Bank Statement Reconciliations**

+ More Features

- + A full 24 months of transactions are stored to enable you to review previous accounting periods — and 36 months of account history is also held. Current Year, Three Previous Years and Next Year's transactions are saved.
- + Optional integration with Creditors means expenses need only be entered once, increasing accuracy and reducing data entry time.
- + Automatic profit calculations to profit distribution allows up to date profitability reporting.
- + Optional data entry from bank statements included in Bank Reconciliation reduces the time taken to reconcile to the bank account, and will show up to date bank balances.
- + Full commenting for each transaction enables you to easily trace journal entries.
- + Monthly and Annual budgeting for ease of reporting
- + Full Audit controls ensures data integrity
- + Chart of accounts can be changed to your requirements, ensuring consistency with your current accounting reportage.
- + Profit & Loss Reporting, using various formats, provides accurate and up to date information.
- + Extensive Balance Sheet Reporting also built in, using various formats

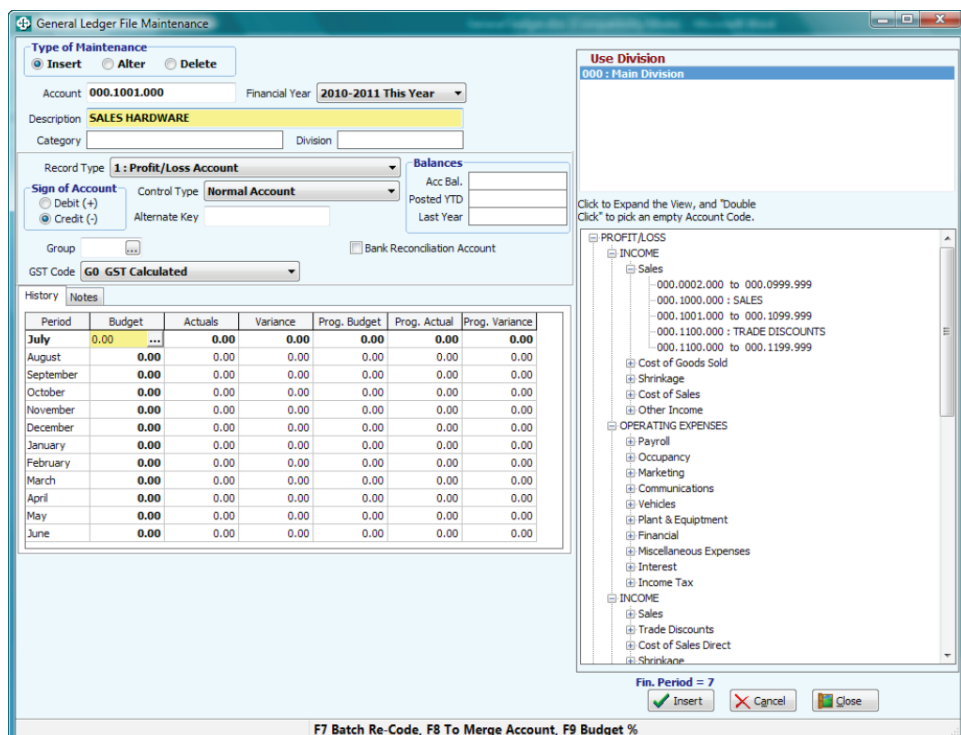


Move bar up and down through the lines to highlight the required line. Then select the operation from the "buttons" below.

Starting A/C	Ending A/C	Description	Type
1000.000	1999.999	INCOME	Profit/Loss
1000.000	1309.999	SALES	Profit/Loss
1310.000	1499.999	COSTS OF SALES	Profit/Loss
1500.000	1999.999	OTHER INCOME	Profit/Loss
2000.000	4999.999	OPERATING EXPENSES	Profit/Loss
2100.000	2199.999	PAYROLL	Profit/Loss
2200.000	2299.999	OCCUPANCY	Profit/Loss
2300.000	2399.999	MARKETING	Profit/Loss
2400.000	2499.999	COMMUNICATIONS	Profit/Loss
2500.000	2599.999	VEHICLE	Profit/Loss
2600.000	2649.999	FINANCIAL	Profit/Loss
2650.000	2699.999	EDP & MANAGEMENT (WEBB MGT)	Profit/Loss
2700.000	2799.999	MISCELLANEOUS	Profit/Loss
2800.000	2899.999	INTEREST	Profit/Loss
2900.000	4999.999	INCOME TAX	Profit/Loss

New Account Details
Code: 0.000

F6 Insert Account F7 Display Accounts OK Cancel Close



Type of Maintenance: ☒ Insert ☐ Alter ☐ Delete

Account: 000.1001.000 Financial Year: 2010-2011 This Year

Description: SALES HARDWARE

Category: Division:

Record Type: 1: Profit/Loss Account

Sign of Account: ☒ Debit (+) ☐ Credit (-)

Control Type: Normal Account

Group: Bank Reconciliation Account

GST Code: G0 GST Calculated

History

Period	Budget	Actuals	Variance	Prog. Budget	Prog. Actual	Prog. Variance
July	0.00	0.00	0.00	0.00	0.00	0.00
August	0.00	0.00	0.00	0.00	0.00	0.00
September	0.00	0.00	0.00	0.00	0.00	0.00
October	0.00	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00	0.00
January	0.00	0.00	0.00	0.00	0.00	0.00
February	0.00	0.00	0.00	0.00	0.00	0.00
March	0.00	0.00	0.00	0.00	0.00	0.00
April	0.00	0.00	0.00	0.00	0.00	0.00
May	0.00	0.00	0.00	0.00	0.00	0.00
June	0.00	0.00	0.00	0.00	0.00	0.00

Use Division: 000: Main Division

Click to Expand the View, and "Double Click" to pick an empty Account Code.

PROFIT/LOSS

- INCOME
 - Sales
 - 000.0002.000 to 000.0999.999
 - 000.1000.000 : SALES
 - 000.1001.000 to 000.1099.999
 - 000.1100.000 : TRADE DISCOUNTS
 - 000.1100.000 to 000.1199.999
 - Cost of Goods Sold
 - Shrinkage
 - Cost of Sales
 - Other Income
- OPERATING EXPENSES
 - Payroll
 - Occupancy
 - Marketing
 - Communications
 - Vehicles
 - Plant & Equipment
 - Financial
 - Miscellaneous Expenses
 - Interest
 - Income Tax
- INCOME
 - Sales
 - Trade Discounts
 - Cost of Sales Direct
 - Shrinkage

Fin. Period = 7

Insert Cancel Close

F7 Batch Re-Code, F8 To Merge Account, F9 Budget %

Balance Sheet

Options

Report Code: **B-Std Balance Sheet,**

Financial year: **This Year** (2010-2011)

Period Code: **Year to Month** (August)

Report Method: **All Accounts** (Sub A/C: 0)

Division: **ALL**

☐ Print Consolidation
☐ Print zero lines
☒ Print last year figures
☐ Print account codes
☒ General Ledger Descriptions in Upper and lower Case

Date of Report: **27/01/2011**

Rounding

☒ Print Dollars and Cents
☐ Print Dollars
☐ Print in \$000's

[Screen] [Printer] [Cancel]

46000-200

Profit and Loss

Options

Report Code: **A:Std P & L Statement,**

Financial year: **This Year** 2010-2011

Period Code: **Year to Month** **August**

Report Method: **All Accounts** Sub A/C 0

Division: **ALL**

☐ Print Consolidation

☐ Print zero lines

☒ Print last year figures

☒ Print account codes

☐ General Ledger Descriptions in Upper and Lower Case

Date of Report: **27/01/2011**

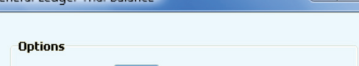
Rounding

☒ Print Dollars and Cents

☐ Print Dollars

☐ Print in \$000's

Screen Printer Cancel



908 12 (2)

General Ledger Trial Balance




Options

As At Period 10 **0=Current Period**

Financial Period This Year **2009-2010**

☒ Print in Upper and Lower Case

Date of Report 03/06/2010

 Screen  Printer  Close

General Ledger Transactions

General Ledger Transaction Enquiry

Current Period : 7
Accounting Year : 01/07/2010 - 30/06/2011

Accounting Period : **2010-2011 This Year**

Account Sequence : **Date Sequence**

Account :

Period : **7** **Enter 99 to Select All Periods**

F7 Search Accounts **OK**

F5 Search Document # **F6 Search Transactions**


Balances
Balance \$ **0.00**
Posted YTD \$ **0.00**
Last Year \$ **0.00**
Account Type :

Cancel **Close**

[illegible]

- + General Ledger can be set up to report consolidated or balance by branch result, showing multiple or individual company or profit centre performance

-  **1800 796 722**
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