

Function/Features	bookkeeperIQ	controllerIQ	enterpriseIQ
<b>Multi-Entity Administration Layer</b>			
Configurable, localised terminology for Practices/Groups/Franchise	Y	Y	Y
Quick company/entity setup wizard based on templates	Y	Y	Y
Brandable as franchise's or accountant's own solution	Y	Y	Y
User definable menu structures based on roles and permissions	Y	Y	Y
Control assignment of users to roles in specific companies/entities	Y	Y	Y
Re-assign companies/entities easily to other users when staff leave	Y	Y	Y
Control access to reports and dashboards according to user defined roles	Y	Y	Y
Auto tracking of time by user in each company/entity	Y	Y	Y
<b>General System Features</b>			
Ability to localise system terminologies based on location and/or sector	Y	Y	Y
Multiple windows environment to allow multi-tasking during sessions	Y	Y	Y
Fully integrated open item ledgers	Y	Y	Y
Independent period management for all ledgers	Y	Y	Y
Speed data entry features including user definable defaults; use of Function keys; Quick entry screens for most transactions	Y	Y	Y
Central codes and defaults maintenance for all modules	Y	Y	Y
User defined filtering, sorting and column/grid selection on enquiry screens	Y	Y	Y
Online Help and Support Call Logging directly from the system	Y	Y	Y
Full audit trail with browser facility to trace transactions based on user criteria. User defined grid of transaction data to be displayed	Y	Y	Y
Full transaction editing and change logging functionality	Y	Y	Y
Tax processing & reporting (VAT for UK & Irl, Aus GST, US Sales Tax)	Y	Y	Y
Full multi currency processing for sale, purchase, and bank transactions		Y	Y
<b>Integration Layer</b>			
Data Export facility allowing for the extraction of all accountsIQ data in CSV and Excel format	Y	Y	Y
Data Import facility for upload of master file details, account balances, transactions, charts of accounts, stock/inventory, etc...		Y	Y

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Function/Features	bookkeeperIQ	controllerIQ	enterpriseIQ
Web Services Integration layer allowing for integration to other systems for all major transaction types in accountsIQ		Optional	Optional
<b>Accounts Receivable/Debtors</b>			
Flexible user definable alpha-numeric coding structure	Y	Y	Y
Multiple control accounts (e.g. for separate control of client monies or inter-company accounts)	Y	Y	Y
Head Office grouping and processing of multi location customer accounts	Y	Y	Y
Facilitates forward dated invoicing	Y	Y	Y
Invoice copy/repeat feature	Y	Y	Y
Quick Customer Receipt entry screens, including Auto Invoice creation for more efficient transaction processing	Y	Y	Y
Easy cash posting with full allocation to transactions	Y	Y	Y
Statement production with full ageing	Y	Y	Y
Bulk or individual emailing of invoices and statements directly from system	Y	Y	Y
Credit notes and Credit/Debit journal adjustments	Y	Y	Y
Line Item Sales Invoicing	Optional	Y	Y
Full handling of foreign currency customers and receipts		Y	Y
Recurring Sales Invoice auto generation and management		Y	Y
Ability to extract and generate sales invoices for transmission in EDI format		Y	Y
<b>Accounts Payable/Creditors</b>			
Flexible user definable alpha-numeric coding structure	Y	Y	Y
Multiple control accounts (eg: separate control of inter-company accounts)	Y	Y	Y
Keeps track of forward dated invoices	Y	Y	Y
Quick Supplier Payment entry screens, including Auto Invoice creation for more efficient transaction processing	Y	Y	Y
Easy cash posting with full allocation to transactions	Y	Y	Y
Debit notes & Credit/Debit journal adjustments	Y	Y	Y
User defined credit terms and automatic ageing	Y	Y	Y
Easy payment generation and remittance advice production	Y	Y	Y

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Cheque printing and number management (including voids)	Y	Y	Y
Line Item Purchase Invoicing		Y	Y
Automated payment generation and approval routines		Y	Y
Electronic Payments generated for upload to online banking system		Y	Y
Emailing of supplier remittances directly from system (including bulk email processing)		Y	Y
Full handling of foreign currency suppliers and payments		Y	Y
<b>Cash &amp; Bank</b>			
Bank and Cash homepage for quick access	Y	Y	Y
Combined receipt/payment allocation and processing	Y	Y	Y
Quick Sundry Bank payments and receipts entry screens with auto creation of related Sales or Purchase invoice where relevant	Y	Y	Y
Easy to use Bank Reconciliation with ability to partially complete reconciliations for later completion	Y	Y	Y
Creation of templates for recurring transactions including standing orders and direct debits	Y	Y	Y
Link multiple receipt or payment transactions to single lodgement/payment reference for easy reconciliation	Y	Y	Y
Automatic Bank Reconciliation facility from electronic bank statements		Y	Y
Multi-currency bank accounts		Y	Y
<b>Cash flow forecasting module</b> – based on up to date system information including bank account balances, outstanding sales & purchase transactions, intelligent payment history, etc... the Cash flow Forecast will provide estimates of cash movements for user defined, future periods		Y	Y
<b>Sales Order Processing</b>			
Full product pricing and discount management based on effective dates		Y	Y
Quantity and value breaks on pricing and discounts		Y	Y
Special pricing by customer by product and time frame		Y	Y
Bulk price update routines to manage multiple price lists			Y
Measure cost benefits of discounts and promotions			Y
Sales quotation processing, supporting online trading if required.			Y

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Multi-part invoicing of same order/delivery			Y
Location and sub-location ordering by item			Y
Part-shipment and back order reporting			Y
Order picking lists with separate delivery address			Y
Sales and margin analysis reporting by customer, product, product group, department, referral source, region, area, rep, etc...			Y
Sales Rep commission calculation and management			Y
<b>Purchase Order Processing</b>			
Purchase Orders by item (service or product)			Y
Maintenance of Supplier pricing by item/product			Y
Receipting/delivery of orders & reporting of Goods Received Not Invoiced			Y
Invoice matching against purchase orders/goods received			Y
Bulk discounts and price management			Y
Purchase analysis reporting by supplier, product, product group, department, etc...			Y
<b>Inventory Management</b>			
50 character alpha numeric product coding			Y
Handles both inventory product and non-inventory items/services			Y
Multi-part invoicing of same order/delivery			Y
Multiple locations and sub-locations stock balances, including stock traceability by location/sub-location			Y
Location and sub-location stock (on hand, reserved and on-order levels)			Y
Stock take adjustments postings with adjustment to GL stock			Y
Posting of Cost of Sales for each sale for Margin analysis and GL reporting			Y
Adjustment of cost value of stock and posting of related GL adjustment			Y
Supports last cost & average cost valuation methods			Y
Roll-up of transport and related costs to item average costs			Y
Price management with multi-level price lists and bulk update facilities			Y
Discount structure with quantity and value based discount break points			Y

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<b>General Ledger</b>			
Flexible user definable alpha-numeric account coding structure	Y	Y	Y
Multiple Category, Sub-category, & Group structures to provide flexible Chart of Accounts layouts and reporting.	Y	Y	Y
Separate analysis codes/ & groups for departmental/cost centre analysis	Y	Y	Y
Full drill down to sub-ledger transactions	Y	Y	Y
Separate period end close out of sub-ledgers	Y	Y	Y
External system reference GL code allows for easy mapping routines, e.g. benchmark reporting.	Y	Y	Y
General journal features, including templates and auto-reversing accruals & prepayments	Y	Y	Y
Control accounts blocked from direct posting via journal to ensure always balanced with sub-ledgers, bank accounts, stock control etc	Y	Y	Y
GL Explorer to allow easy drill down to GL balances vs budget	Y	Y	Y
<b>Budgeting &amp; Variance Analysis</b>			
Original and revised budget data by period held against each General Ledger account	Y	Y	Y
Easy to use budget creation and maintenance features	Y	Y	Y
Budgets also broken down by analysis code and group		Y	Y
Maintenance of User Defined Statistics by period by analysis code to allow budget and actual KPIs combining financials with stats		Y	Y
Import budget data directly from spreadsheet template built into your own budget/projections model		Y	Y
Suite of standard reports, including budgets, prior years, variances etc including Trial Balance, Profit & Loss, Balance sheet and Cash flow reports	Y	Y	Y
<b>Group Consolidation Modules</b>			
Define members of a group or franchise to be included in the consolidation		Optional	Optional
Used for gathering results for all franchisees for franchise wide reporting and benchmarking		Optional	Optional
Consolidate all financials and budgets by GL code and analysis code		Optional	Optional
Consolidates all sales analysis by customer, product, product group, rep,		Optional	Optional

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area etc			
Consolidated purchase analysis by supplier and product (for group negotiations with preferred suppliers)		Optional	Optional
Recording post consolidation adjustments which don't impact on subsidiary accounts		Optional	Optional
Auto calculation of revaluation reserves for multi currency groups		Optional	Optional
<b>Standard Reporting</b>			
Access almost 200 reports covering all aspects of the system	Y	Y	Y
Easy to use Report Manager allows default parameters, multiple reports to be run simultaneously and "My Reports" to be selected for quick access	Y	Y	Y
Interactive reports allowing drilldown from summary to detailed levels	Y	Y	Y
Save reports as Microsoft Excel (including formats), Microsoft Word, HTML or PDF file formats and email directly	Y	Y	Y
Ability for users to create their own favourite reports menu lists	Y	Y	Y
Access to Microsoft Report Builder, user based reporting tool		Optional	Optional
<b>Paperless Office Capability</b>			
Noticeboard for communication between all Practice/Franchise/ Group users	Y	Y	Y
Business documents generated (e.g.: invoices, remittances) can be emailed directly from the system individually or in bulk on creation	Y	Y	Y
Email manager to track what has been sent, and resend if required,	Y	Y	Y
Document management capability to allow documents to be stored in encrypted form against accounts, products, transactions, etc... for later review and/or retrieval		Y	Y
<b>Business Intelligence &amp; Analysis</b>			
Ability to create user defined business analysis codes independent of the GL coding structure, allowing analysis by combination of up to 6 groups, eg: dept, cost centre, profit centre, business line, project, job, locations, etc		Y	Y
Analysis code creation wizard to automatically create codes based on combinations of up to 6 defined analysis group elements		Y	Y
Select GL codes that require further analysis – all transactions posted to those GL codes will force the entry/selection of a valid analysis code		Y	Y

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Ability to record and maintain user defined statistics by period across analysis codes/groups for use in Key Performance Indicator (KPI) reports		Y	Y
Management dashboard allowing high level graphical view of key management information, including industry specific KPI's and graphs	Limited Version	Y	Y
Ability for users to personalise their own Dashboards (based on dashboard objects they are given access to)		Y	Y

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