

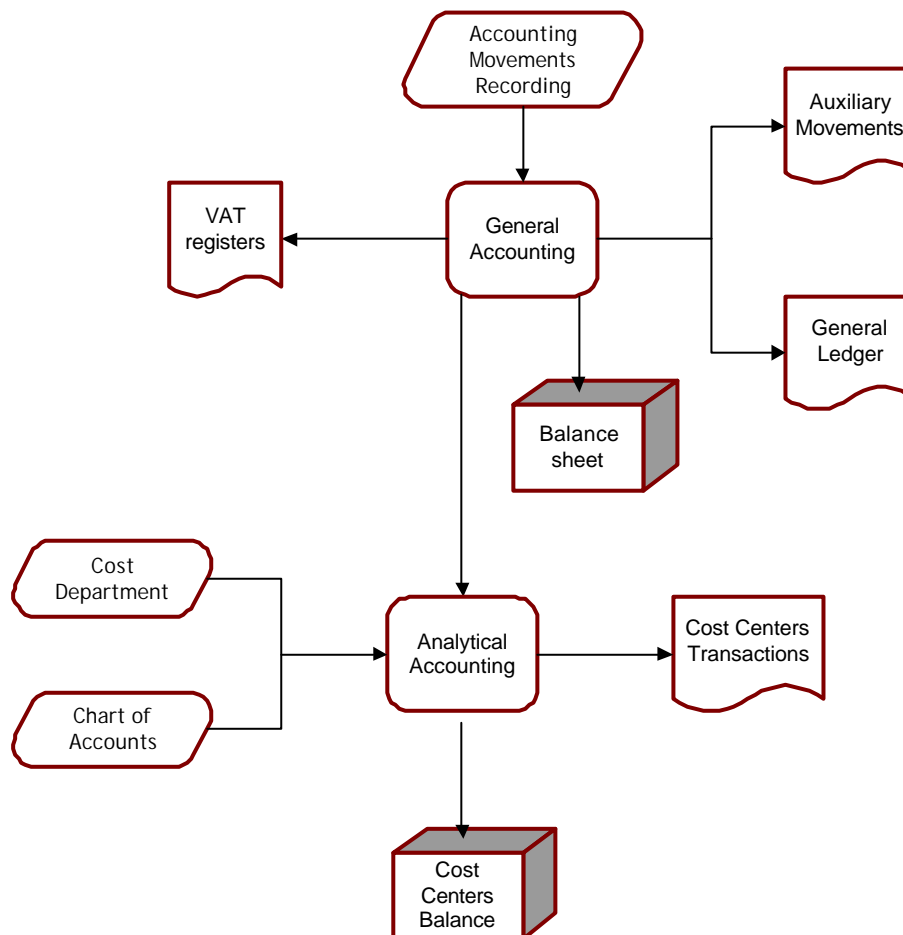
ADMINISTRATION

The **Administration** module comprehends all the functions that come up to the civil and fiscal needs: VAT Accounting, General Accounting, open shipment Financial Accounting, Tax Withholder Accounting.

Detailed or brief tables related to the **company situation** under different points of view can be easily created in every moment.

The **Accounting Movements Management** has a residual and complementary feature in respect to the Sales and Purchasing Management, in order to allow the recording of all the procedures that aren't automatically recorded within that management.

If the Sales and Purchasing Management isn't implemented, the recording of the related invoices is performed thanks to the Accounting Movements Management.



General Accounting

- Chart of Accounts on infinite levels
- Accounting movements in currency
- In suspension VAT management
- Customers/Suppliers' automatic due date document
- Manual due date document
- Open entry accounts management
- Takings and payments projections prints
- Takings and payments with due date document and automatic accounting recording
- Ledger visualization and print with the opportunity of opening the single movements

Account 1010 - A/C Bank					
November 22, 2004					
Date	Reference	Description	Debit	Credit	Balance
10-18-2004	other exp.			654.67	-654.67
10-22-2004	Interest			385.70	-1,040.37
10-23-2004	income		2,300.72		1,260.35
10-25-2004	other exp.			1,500.00	-239.65
11-28-2004	other income		480.00		240.35
			2,780.72	2,540.37	240.35

- Printing of general ledger, VAT registers, VAT settlement
- VAT movements per rate researches and prints
- Automatic intra CEE purchasing management
- Banking Reconciliation
- Closing and opening of accounts with automatic accounting recording
 - Recordings parametrical research with the possibility of choosing the data to visualize

General Ledger REPORTS	
Reference	<input type="text"/>
Source	<input type="text"/>
Notes	<input type="text"/>
From Protocol	<input type="text"/>
To Protocol	<input type="text"/>
From	<input type="text"/>
To	<input type="text"/>
From trans. date	<input type="text"/>
To trans. date	<input type="text"/>
Account	<input type="text"/>
Description	<input type="text"/>
Code	<input type="text"/>
Project	<input type="text"/>
	<input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Final
	<input checked="" type="radio"/> All <input type="radio"/> Asset <input type="radio"/> Liability <input type="radio"/> Equity <input type="radio"/> Income <input type="radio"/> Expense
	<input type="checkbox"/> ID <input checked="" type="checkbox"/> Date <input checked="" type="checkbox"/> Reference <input type="checkbox"/> Project <input type="checkbox"/> Notes
Include in Report	<input checked="" type="checkbox"/> Debit <input checked="" type="checkbox"/> Credit <input checked="" type="checkbox"/> Source <input checked="" type="checkbox"/> Account <input type="checkbox"/> GIF
	<input checked="" type="checkbox"/> Subtotal <input type="checkbox"/> Doc. Type <input type="checkbox"/> Protocol <input type="checkbox"/> Transaction Date <input type="checkbox"/> Account description
	<input type="checkbox"/> Fee Number <input type="checkbox"/> Fee Date
<input type="button" value="Update Fields"/> <input type="button" value="Continue"/>	

Date	Reference	Source	Debit	Credit	Account	Account description
10-18-2004	Insurance	other exp.	654.67		5685	Insurance
10-18-2004	Insurance	other exp.		654.67	1010	A/C Bank
			654.67	654.67		
10-22-2004	Interest	Interest		385.70	1010	A/C Bank
10-22-2004	Interest	Interest	385.70		5690	Interest & Bank Charges
			385.70	385.70		
10-23-2004	income	income	2,300.72		1010	A/C Bank
10-23-2004	income	income		2,300.72	9030	Income Statement
			2,300.72	2,300.72		
10-25-2004	Accounting & Legal	other exp.	1,500.00		5610	Accounting & Legal
10-25-2004	Accounting & Legal	other exp.		1,500.00	1010	A/C Bank
			1,500.00	1,500.00		
11-28-2004	other income	other income		480.00	4020	Sales / Hardware
11-28-2004	other income	other income	480.00		1010	A/C Bank
			480.00	480.00		
			5,321.09	5,321.09		

Bills receivable Management

- Bills receivable issue
- Automatic accounting movements
- File creation (on an ABI standard) for Remote Banking
- Unpaid management

Lists						
Customer	Due Date	Amount	Invoice	Invoice Date	Accr	Unp.
Abi 4567 Cab 2345 Bank BANK 1 List Number 2 Date 11-23-2004 Total 240.00 Issued						
CUSTOMER 3	12-31-2004	120.00	3	11-22-2004		
CUSTOMER 3	01-31-2005	120.00	3	11-22-2004		
Abi 4567 Cab 2345 Bank BANK 1 List Number 1 Date 11-22-2004 Total 6,450.00 Issued						
CUSTOMER 1	12-31-2004	733.33	1	11-22-2004		
CUSTOMER 2	12-31-2004	1,925.00	2	11-22-2004		
CUSTOMER 3	12-31-2004	200.00	3	11-22-2004		
CUSTOMER 1	01-31-2005	733.33	1	11-22-2004		
CUSTOMER 2	01-31-2005	1,925.00	2	11-22-2004		
CUSTOMER 3	01-31-2005	200.00	3	11-22-2004		
CUSTOMER 1	02-28-2005	733.34	1	11-22-2004		

Analytical Accounting

- Cost Center management
- Cost Center- Accounts Plan association with % division assignment
- Analytical accounting movement generated by the accounting movement
- Research and visualization of the cost centers and account plan movements
- Prints of the balance per cost centers and per chart of accounts movements

Cost Centers Balance	
For Account	
4300 - CONSULTING REVENUE	6,364.00
4320 - Consulting	6,364.00
2 - COST CENTER 1	2,232.80
3 - COST CENTER 2	1,222.80
4 - COST CENTER 3	1,185.60
5 - COST CENTER 5	1,722.80
5000 - COST OF GOODS SOLD	-4,679.20
5010 - Purchases	-4,679.20
2 - COST CENTER 1	-2,558.85
3 - COST CENTER 2	-546.70
4 - COST CENTER 3	-1,118.07
5 - COST CENTER 5	-455.58
TOTAL	1,684.80

Cost Centers Balance	
For Cost Center	
1 - GENERAL	1,684.80
2 - COST CENTER 1	-326.05
4300 - CONSULTING REVENUE	2,232.80
4320 - Consulting	2,232.80
5000 - COST OF GOODS SOLD	-2,558.85
5010 - Purchases	-2,558.85
3 - COST CENTER 2	676.10
4300 - CONSULTING REVENUE	1,222.80
4320 - Consulting	1,222.80
5000 - COST OF GOODS SOLD	-546.70
5010 - Purchases	-546.70
4 - COST CENTER 3	67.53
4300 - CONSULTING REVENUE	1,185.60
4320 - Consulting	1,185.60
5000 - COST OF GOODS SOLD	-1,118.07
5010 - Purchases	-1,118.07
5 - COST CENTER 5	1,267.22
4300 - CONSULTING REVENUE	1,722.80
4320 - Consulting	1,722.80
5000 - COST OF GOODS SOLD	-455.58
5010 - Purchases	-455.58
TOTAL	1,684.80



Payments management

- Payment notes creation
- Automatic accounting recording
- File creation (on an ABI standard) for Remote Banking

Payment Lists

Vendor
From expir. date To expir. date
Payment Open Partially Closed
Currency

Group Vendor Description Account
Group Bank Date Paid

Invoices

Invoice	Date	Amount	Due Date	Amount Due	Payment	Due	Applied	Paid in full	Retention	Abi	Cab	Bank Name
VENDOR 1												
1	11-22-2004	2,004.57	12-31-2004	668.19	AF	668.19	<input type="text"/>	<input type="checkbox"/>				
			01-31-2005	668.19	AF	668.19	<input type="text"/>	<input type="checkbox"/>				
			02-28-2005	668.19	AF	668.19	<input type="text"/>	<input type="checkbox"/>				
VENDOR 3												
2	11-22-2004	3,142.56	12-31-2004	1,047.52	AF	1,047.52	<input type="text"/>	<input type="checkbox"/>				
			01-31-2005	1,047.52	AF	1,047.52	<input type="text"/>	<input type="checkbox"/>				
			02-28-2005	1,047.52	AF	1,047.52	<input type="text"/>	<input type="checkbox"/>				
				5,147.13		5,147.13						

Self employed management

- Detection of the self-employed fees
- Proforma management
- Fees research with the data visualization option

Fees						
Fee	Fee Date	Vendor	Tot. Fee	Taxable	Total Tax	Net to Pay
3	11-22-2004	SELF EMPLOYED	1,200.00	1,200.00	240.00	1,080.00
1	11-22-2004	SELF EMPLOYED	1,400.00	1,400.00	280.00	1,260.00
2	11-22-2004	SELF EMPLOYED	800.00	800.00	160.00	720.00
			3,400.00			

Deduction to be paid

Fee List							
	Tot. Fee	No Taxable	Taxable	% Tax	RF	Tax paid	Paid
Tax Code: 1038 -- Agent	3,400.00	-	3,400.00		680.00		
Inv. Type: Self employed	3,400.00	-	3,400.00		680.00		
Vendor: SELF EMPLOYED	3,400.00	-	3,400.00		680.00		
1 - 11-22-2004	1,400.00	-	1,400.00	20	280.00	-	
2 - 11-22-2004	800.00	-	800.00	20	160.00	-	
3 - 11-22-2004	1,200.00	-	1,200.00	20	240.00	-	
Totals	3,400.00	-	3,400.00		680.00		

Fee schedules per self employed

- Tax Withholder's Certification Print



Balance sheet and reclassification

- Trial balance and balance sheet

INCOME STATEMENT for Period January 1, 2004 To November 30, 2004

INCOME	Jan 1, 2004 Nov 30, 2004
SALES REVENUE	480.00
Sales / Hardware	480.00
CONSULTING REVENUE	6,364.00
Consulting	6,364.00
Total Income	6,844.00
EXPENSES	
COST OF GOODS SOLD	8,079.20
Purchases	8,079.20
GENERAL & ADMINISTRATIVE EXPENSES	2,540.37
Accounting & Legal	1,500.00
Insurance	654.67
Interest & Bank Charges	385.70
Total Expenses	10,619.57
INCOME / (LOSS)	(3,775.57)

- Comparison with the previous year balance sheet
- Balance sheet reclassification