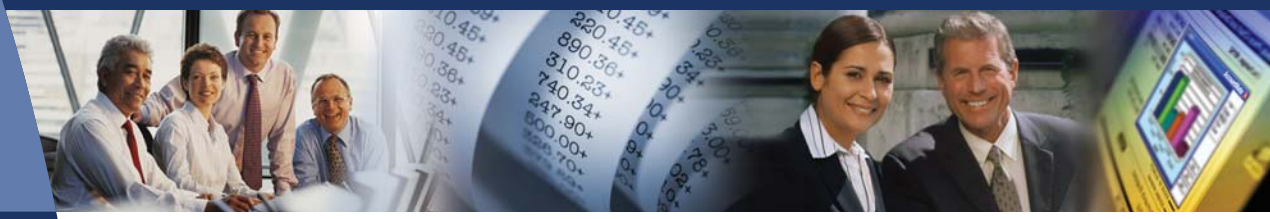


AccountMate 7 for SQL or Express Sales Order Module

AccountMate

Software That Fits

In an increasingly competitive marketplace, customers demand rapid response when placing orders for products and services. Your ability to process these requests in a timely and effective manner is essential to earning and keeping your customers' business.

AccountMate's Sales Order module provides the power of a complete order entry, customer and inventory management system at your fingertips. You can always provide your customers with prompt service on demand.

When you integrate the Sales Order module with AccountMate's Accounts Receivable module, you have a complete billing-and-receivable system that will further enhance your ability to manage your customer base and inventory.

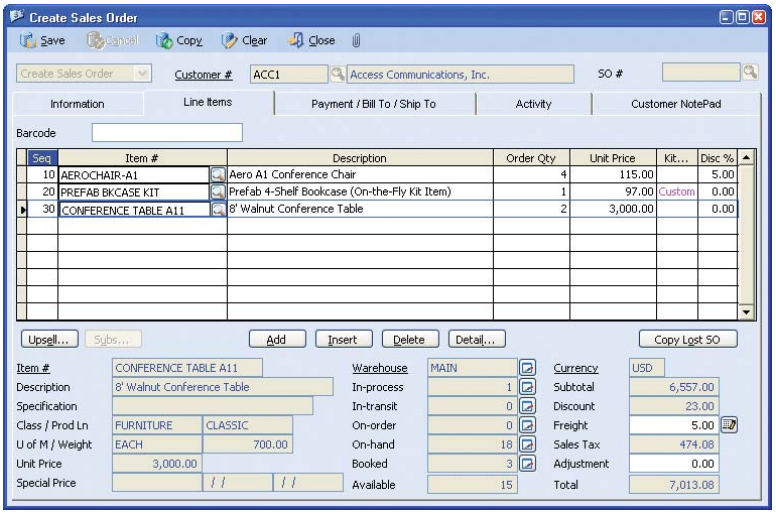
Instant Access to Customer Information

Immediate access is available for viewing customer balances, past due totals, payment history on outstanding invoices, open credit, available credit and year-to-date and accumulated-to-date sales totals while processing a sales quote or order.

Enhanced Customer Maintenance Functions

Track and View YTD Sales—View details of each customer's Year-to-Date sales to facilitate negotiations for more competitive pricing and credit terms or to process sales orders. Year-to-Date sales information is calculated based on total sales made to a customer within a user-defined year.

Customer Ledger Card—Drill down information displays details of a customer's sales invoices and the related payment information, credit invoices, invoice line item distribution, finance charges, taxes, freight and customer deposits.



Create Sales Order–Line Items Tab

Activity Tab—Record and track in detail contacts made with the customer through the Activity tab. An unlimited number of activity records can be defined with unlimited status values to represent different contact phases for each activity. Administrators can also define access rights to view and/or update Activity tab entries.

Comprehensive Inventory Information

Add a picture of the product to each inventory item record. Enter product notes in the accompanying inventory notepad. These powerful customer-service tools can be quickly accessed while processing customer orders. Inventory information – such as on-hand quantities, on-order quantities, booked quantities, item classes and product lines. These items are also visible on the sales order screen.

Multiple Substitutes for Inventory Items

Each inventory item can be assigned multiple substitute items that can be used to fill orders for items that have insufficient on-hand quantities.

Multi-level Pricing for Inventory Items

Set multi-level prices for inventory items. Different prices can be assigned to inventory items based on a customer's price code or based on the order quantity.

Maintain Sales Tax Entities

Multiple sales tax entities can be set up and attached to one or more sales tax codes. You can define a tax rate, active/inactive status and separate sales tax payable and sales tax cost General Ledger Account IDs for each sales tax entity. For more complex tax policies, there is the capability to set minimum and maximum taxable and tax amounts, and a rounding method.

Built-in Multi-Currency Feature

When multi-currency is activated, a foreign currency code can be assigned to a customer, providing billing in the appropriate currency. This allows sales prices for items sold to foreign customers to be properly translated to the corresponding foreign currencies without having to manually calculate the foreign price values.

Validation of Customer Credit Limit

The Sales Order module allows defining whether transactions will be allowed for customers who exceed their credit limit. This setting is defined separately for different stages of the sales order process to provide flexibility to authorize creation of sales orders for customers who exceed their credit limit but not allow shipments of orders to them. This same validation can also be performed when importing sales orders. There is the option to include Sales Order shipments not yet invoiced during credit limit validation. This gives the optimum flexibility to enforce customer credit policies.

Customize Kit Formula on Each Sales Order

AccountMate provides the ability to reconfigure the composition of kit items on each sales order. This provides the required flexibility to adjust the kit components to meet customers' distinct preferences. The customized kit formula is tracked to facilitate processing of customer returns.

Track Lost Sales Opportunities

Sales quotes can be approved and converted into orders for a portion of the order quantity. Sales orders can also be cancelled after partial or no shipment. There is the option to keep a record of the portion that was not approved or not shipped, and assign a reason for the lost sales opportunity in order to facilitate sales analysis. Lost sales quotes or cancelled sales order transactions can be retrieved and can be converted into a new quote or order.

Shipping Sales Orders Is Easy

With the Sales Order module, it is possible to see each item's open order quantity. Simply click a button to ship all the open order quantities or enter each shipment quantity manually. During shipment, the system validates the units that are on-hand and warns if shipment will result in negative on-hand quantity. When integrated with the Kitting module, shipments of on-the-fly kit items automatically reduce the total costs and quantities of their components to ensure real-time and accurate tracking of inventory data.

Advanced Billing Prior to Shipment

You can opt to bill the customer before shipping the order. When integrated with the Accounts Receivable module, the pro-forma invoice used to bill a customer is easily converted into a regular Accounts Receivable invoice to facilitate application of deposits received on the advance bill.

Blanket Sales Orders

Set up and authorize customer orders for a certain quantity of inventory items within a specific period of time. This allows you to lock in any special price and/or discount offered to a customer. Blanket sales orders are automatically converted into sales orders when released, thereby enabling shipment against released orders and tracking of outstanding orders. Ending dates can be established for each blanket sales order.

Recurring Sales Orders

Multiple recurring sales order templates can be set up for each customer. Sales orders can be set to recur at different intervals with a defined limit to the number of recurring cycles and/or a recurring end date. This saves valuable time and reduces data-entry errors. Use this feature to process standing orders for fixed quantities of an item or a service.

Mass Cancellation of Open Orders

Easily cancel open orders from a range of sales orders so that your inventory booked quantity reflects the actual outstanding sales orders only, thereby facilitating scheduling of purchases and/or material requirements planning. The Cancel Sales Order/Open Order function allows you to set parameters for canceling open orders. Indicate one or a range of customer numbers, salesperson numbers, sales order

numbers and/or order dates. Each qualified sales order record is displayed along with the line items and quantities that are not yet shipped. To cancel, simply mark the corresponding check box beside the sales order record.

Integration with the General Ledger, Accounts Receivable, Upsell Management, Customer Inventory Manager, Inventory Control, Pricing Control, Inventory Specification, Lot Control and Kitting Modules

- Integration with the General Ledger module enables efficient posting of journal entries for sales order shipments to the General Ledger.
- Integration with the Accounts Receivable module allows the recording and tracking of a sales transaction from order entry, through shipment and invoicing, to collection. This facilitates more effective management of your customer base and inventory. You can generate invoices as soon as a shipment is made or combine multiple shipments into one invoice, giving maximum flexibility to tailor invoice generation to each customer's requirements.
- Integration with the Upsell Management module enables maintenance of a list of complementary or accessory items that can be sold along with other inventory items.
- Integration with the Customer Inventory Manager module allows cross-referencing to the customer's item numbers, descriptions and units-of-measurement and permits setting up of customer-specific contract prices.
- With the Inventory Control module, users can set up multiple warehouses and bins for inventory items and allows for defining various cost methods. This same comprehensive inventory information is available during sales order processing.
- The Pricing Control module's multi-level pricing features support an unlimited number of price code or order quantity prices. You can set up minimum prices, multiple prices based on item specification and unit-of-measurement and pricing based on last invoice or sales order price for various inventory items.
- With the Inventory Specification module, you can establish and track inventory using such codes as size, color and style. You can define your own specification types and set up an unlimited number of codes under each type. Inventory quantities, costs and prices are tracked at the inventory specification level. Integration between Sales Order and item specification eliminates maintaining separate inventory records for the same item.
- For tracking and inventory-management purposes integration with the Lot Control module supports the assignment of lot numbers and expiration dates.
- Integration with the Kitting module enables you to choose the configuration of the product to be ordered based on the kit items that are available. Even customized kit items can be accommodated at the time of order.

Other Features

- Ability to change the warehouse assigned to unshipped sales order line items
- Warnings about duplicate sales orders for the same customer
- Customers can have unlimited shipping and billing addresses
- Sales orders can be imported from other systems with user-defined import file layout
- Maintains unlimited data history, enabling users to review any sales order
- Inactive customer, salesperson and inventory setting prevent further use

About AccountMate

Since 1984, AccountMate Software Corporation has provided customers with powerful and flexible accounting and business management software. AccountMate provides the most stable and technologically innovative modifiable accounting solutions for the mid-market. The accounting systems are sold by the module which enables customers to acquire the software they initially need and add modules as their business needs evolve. The availability of source code makes this software highly modifiable so that it can be adapted to any changing business environment.

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Software That Fits

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