



IQ Accounting+

Overview & Features



Inventory / Stock

New Features

- User definable Menu Shortcuts
- Report Server
- Remote Wireless Stock Take
- Integrated Airtime Sales
- SMS and Email Marketing
- Extended Debtors/Creditors/Ledger allocations
- Extra and External GRV charges
- Custom and Seasonal Ordering Formulas
- Auto ordering in Purchase Orders
- Flash Reports

Inventory / Stock Features:

- Up to 15 character stock codes, with options for barcode and supplier's code
- Stock item or non-stock/service item categorisation
- Department and group allocation for stock items
- Item on hold facility
- Cascading items setup
- Specify up to 5 selling prices per item which can be linked to customers
- Link image to a stock item
- Re-order level and re-order quantity for each stock item
- Regular supplier link with suppliers stock code
- Variable weighted stock item facilities i.e. scale items
- Sort and search by code, barcode, description, department or supplier code

Inventory/ Stock Features:

- Price maintenance by single item or group of filtered items
- Price maintenance by selling price, mark-up on cost, GP percentage or percentage of price
- Maintain mark-up on average cost or latest cost
- Select preferred fields to view on data grids
- Filtering of stock data through advanced SQL engine
- Drill-down enquiries to view transactions on an item
- View audit trails for any transaction
- Export to Excel, CSV, Text or HTML
- View sales and purchase history per item, per department, per group for any day, month or year
- Reconcile stock quantity movement
- Integrated processing of Invoices, Credit Notes, Goods Receiving, Returned Goods, Purchase Orders, Sales Orders, Job Cards
- Maintain multiple stock locations within a single company
- Maintain serial numbers and history of serial numbers
- Contract price maintenance with various discounting options
- Comprehensive stock reporting and customisation of standard reports
- Stock takes using complete stock list, stock department or stock location, with the option to have the stock count data imported
- Bills of Quantity setup for manufacturing
- Integrated Quotes, Job Cards and Sales and Purchase Orders
- Partial order processing and backorder facilities
- Invoice directly from Quotes, Sales Orders, Job Cards and GRV directly from Purchase Order
- Multiple Stock Ordering formula's per stock item

Stock Control

The stock management module provides you with full control of your business assets and your inventory process. Manage and optimise your inventory/warehouse levels and enhance customer satisfaction while maximising profits. Stock departments and stock groups allow you to categorise your stock for meaningful reporting and evaluation.

Tracking costs and sales history with graphic sales representation puts you in the position to decide on appropriate stock levels for different periods. Built-in item cascading functionality makes it possible to purchase a bulk item in a particular unit of measurement and then sell it as different single items, each with their own unit of measurement.

Warning messages are automatically displayed when items reach their re-order levels. The re-order report, in conjunction with the re-order level and re-order quantities, will automatically calculate what stock is required.

Full stock audit tracking has never been easier. At the click of a button, detailed drill-down information is available, including detailed General Ledger transactions.

Improve Efficiency and Revenue

Additional functionality such as multiple companies, multiple warehouses and multiple bin locations make distributed stock easy to manage. Serial numbers for serialised items are stored with full purchase and sales history information. This allows tracking and control of serialised items. A specific serial number may be queried at any time.

The flexibility within price maintenance allows products to be marked up on average cost or latest cost or for manual price changes. Global changes can be made to a range of stock items per department, group or supplier. Other changes are also possible by specifying options such as percentage mark-up on cost, modify gross profit percentage and percentage price change.



Creditors / Accounts Payable

Creditors / Accounts Payable Features:

- Powerful audit features and drill down to transactions
- View source document and General Ledger audit from supplier enquiries
- Various age analysis reports and graphs
- Date driven Advice Notes
- Automatic creditors ageing
- Export to Excel, CSV, Text or HTML
- Graphic analysis of creditor accounts
- Easy payments and reconciliation of accounts
- Supplier label printing
- Advanced accounts payable audit trails User defined sort order
- Colour allocation for various aged accounts
- User definable creditor groups
- E-mail Advice Notes, Goods Received, Vouchers and Return Notes to suppliers
- Registered VAT vendor or non-registered
- Vat vendor supplier definition
- Flexible transaction types
- Journal entries, batch and live processing
- Link a supplier account to a main account for group advice notes
- User definable report filtering

Creditors / Accounts Payable

Save time, reduce administrative costs and gain better control over your business processes through the use of the date driven Accounts Payable module. Integration to the General Ledger is seamless and the ability to create unique transaction types is a feature which allows flexibility. Define an unlimited number of suppliers and apply their terms to your business.

Customise batch transactions or process in 'real-time'. Payments can be batch processed via ledger cashbook postings or via journal processing. The creation and power of ad-hoc filters allows querying of system data to extract meaningful information. Optimise your payment schedule and gain the maximum benefit of short term financing via a comprehensive accounts payable system. Create your own custom reports with powerful SQL report functionality.

Seamless integration to the General Ledger and stock processing options such as Purchase Orders, Goods Receiving and Returned Goods. The implication of this integration allows enterprise-wide cross modular reporting. View an account from an overview perspective and then drill-down to transaction level and view complete audit trails. Enquiring on accounts allows for the viewing of information by a specified period or by complete history of



transactions. Accounts with outstanding allocations are easily identified through colours and transactions can be partially or fully allocated. Vital information is easy to access with statistical and management reports which can be represented graphically, according to user preference. Managing your accounts payable is easy with added benefits such as advice note printing and payment reconciliation.



Debtors / Accounts Receivable

Debtors/Accounts Receivable Features:

- User defined sort order
- Colour allocation for aged accounts
- User definable user groups
- Delivery routes
- E-mail of statements and invoices to customers
- Normal VAT or Vat Exempt client definition
- Link a customer account to a main account for group statements
- Customer specific interest rate
- One button interest charging
- Customer specific selling price level allocation
- Multiple delivery addresses per customer
- Real time journals or batch processing options
- User definable report filtering
- Powerful audit and drill down to source document
- View source document and general ledger audit from customer enquiries
- View graphs for debtors to determine profitability
- Various age analysis reports including graphs
- Date driven Statements
- Recurring charges for selected debtors
- Label printing
- Powerful, integrated e-mail marketing
- Credit control facilities
- Automatic debtor aging (no month ends)
- Export to Excel, CSV, Text or HTML



Debtors / Accounts Receivable

Gain control of your cash flow and enhance customer service through efficient and effective management of your entire collections process. Accounts receivable is your complete date driven solution for tracking debtor performance and reporting on outstanding accounts.

Choosing between batch or real-time processing and the ability to enhance speed and streamline all the stages, from invoicing through to the recording of payments, helps ensure customer satisfaction. The creation and power of ad-hoc filters allows querying of system data in order to extract the meaningful information that your company requires. This in turn leads to speeding up of receivables and reduces the business operating cycle.

The creation of customer contact information extends unique business parameters and controls information allowing you to monitor your customer accounts with accuracy.

Unique transaction types can be created initialising flexibility and seamless ledger integration. Debtor enquiries allow extensive functionality, whether viewing a specified period or all transactions.

View account performance by calendar year or financial year and e-mail any processed documents such as invoices and credit notes from within enquiries. General ledger audit trails for transactions can be viewed from a debtors account, merging ease-of-use with accuracy. Your accounts integrate with processing options such as Invoicing, Credit Notes, Sales Orders, Job Cards and Quotes. This enables cross-modular enterprise wide reporting with customised reporting capabilities. Accessing crucial information is always a few clicks away, from statistical reports to valuable management reports. Built in customer specific currency options and invoice layout allocation allow international clients to be maintained separately and effectively.

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General Ledger

General Ledger Features:

- Auto VAT allocation when processing journals and cashbook
- VAT reporting
- Bank reconciliation by user defined sort order
- Budgets with comparative reporting for Financial Statements
- Integrated Assets Register with depreciation and accumulated depreciation functions to user defined ledger accounts
- Reporting for any previous period with comparative Income Statement and Balance Sheet reports
- Comprehensive General Ledger Audit tracking
- Cash flow analysis reporting for specified period Integrated General Ledger
- Specification of ledger branch, department and reporting group per ledger account
- Multiple-batch journal processing
- Recurring batches in journals or cashbook
- Integrated cashbook with multiple batches
- Powerful enquiries with drill-down for transaction viewing
- View graphs and figures for previous year, current year, year to date and budgeted amounts
- Export to Excel, CSV, Text and HTML
- Advanced filtering engine
- Integrated spreadsheet for user definable general ledger reporting
- Date driven entries for journal and cashbook postings
- Default chart of accounts

General Ledger

Provide your company with complete financial reporting and the ability to streamline critical control processes within your business environment. The General Ledger is the core of a powerful system that seamlessly integrates all your operational spending, functional spending and revenue to form the basis of all your strategic planning activities. Advance your competitive edge with flexible categorisation of general ledger accounts by defining unlimited branches, departments and groups needed for reporting. Consolidated financial statements, as well as the ability to report on a specific part of an organisation, give comprehensive views of performance.

The system's powerful enquiry function allows extensive drill-down capabilities through to transaction level and the ability to view source documents and detailed audit trails. Data capturing is date-driven and processing batches and recurring batches enhance efficiency, whether processed per user or period.

Large batches which occur frequently are easily replicated with the save batch and load batch feature. Ledger notes can be added and recalled for reference at any time. Budgets are managed and assigned per period with advanced reports showing budgeted and actual figures, including variance percentages. The Assets Register keeps a record of company assets with depreciation calculated per period according to rates specified per asset.



Customisation of reports and the ability to add custom reports, through the advanced SQL engine, provides your business with the information needed to make calculated business decisions. The sort order of reporting is user defined. Graphical representations of current year, previous year and budgets are available in order to establish trends and plan for future requirements. Financial reports are IFRS compliant and advanced built-in spreadsheet reporting enables consolidation of multiple company accounts for a global view of performance. Data may be exported into popular formats including Excel, HTML, CSV and Text.

Cashbook

Cashbook Features:

- Print Cashbook report for any specified period
- Transaction line notes for ledger accounts
- Save a recurring batch to alleviate recapture
- Load multiple recurring batches
- Split entries over various ledger accounts
- Print a batch before processing to check accuracy
- Unlimited number of bank accounts
- Reconcile any account specified as a bank account
- User defined sort order for reconciliations
- Show all outstanding entries or entries for selected month
- Inter bank account transfers
- Integrated calculator



Cashbook

Included in the General Ledger is an integrated Cashbook, which improves efficiency and accuracy when capturing bank transactions. Select any available bank account and easily handle bank transactions relating to any deposit or withdrawal as well as the ability to split transactions over multiple ledger accounts. Batch processing is a key feature and multiple batches can be worked on simultaneously. Any batch can be printed before processing to check the accuracy of postings. Recurring batches can be saved and loaded when needed in order to speed up entry and enhance productivity.

Integration with Accounts Payable and Accounts Receivable, simplifies your cash management process by allowing processing of A/P payments or A/R receipts directly in your Cashbook. Bank reconciliations are made easy.

Users have the option of choosing a reconciliation period and checking entries from a user specified month. View your transactions as a whole or view only non-reconciled entries and choose between various sorting orders. Cashbook and Reconciliations are now integrated and streamlined for better understanding of your vital cash flows.



Report Writer

Report Writer Features:

- Completely user definable
- Easy design using menus and toolbars
- Provides views of your data as meaningful information
- Security control specified by writer of report
- Report wizard for ease of use
- Preview of report on screen
- E-mail or save reports in various formats
- SQL compliant reporting
- Specification of report parameters for any report

Report Writer

The constantly increasing pace of modern business results in the need for system flexibility and reporting that keeps up with changing trends.

An embedded SQL Report Writer gives your business the necessary functionality. The Report Writer delivers the ability to select and summarise data, which is transformed into meaningful information about your business. The report interface allows report designers to write custom SQL statements and directly access data in your system. Every aspect of the report can be customised to the preferences you have, when viewing reports.

Users can readily access the very latest information or historical information according to their needs. Advanced users are able to generate simple or complex scripts and perform powerful functions on data that is relevant to them.



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Security, Integrity & Support

Advanced Security, Integrity & Support Features:

- User-definable fields and data for Debtors, Creditors and Stock
- User definable tables in Jobcards, Sales Order, Purchase Order
- Data imports from CSV
- Emails or Reports generated by Data Triggers
- Storing and tracking of Master file changes

Consolidation and Centralization (of multiple companies)

- Branch Control: Trading Branch and Information Branches
- Centralised Debtors across multiple companies
- Centralised Creditors across multiple companies
- Centralised Ledger across multiple companies
- Dynamic Ledger Departments for processing journal transactions
- Stock Group synchronization updates stock item details across multiple companies
- Centralize Filters / Departments / Foreign Currency Tables across all companies
- Centralized Currency Tables across companies within the stock grouping

Multiple Stock Ordering Formulas (per stock item)

- Sales Rate Ordering
- Replenishment Ordering
- Seasonal Ordering
- Custom Ordering

Advanced Reporting

- Embedded user-friendly report writer
- Drill-Down and Nested Reporting to multiple levels
- Cross Tab Reporting
- Graph and Chart Reports
- Dot matrix reports
- Sub Reports
- Custom Flash Reports for each module
- CRM Reports

Security, Integrity & Support

Security

Users of your business system vary in authority. A logical need exists for a system to offer flexibility in creating the users and how they will interact with your business information. Our systems allow you to define users (with varying access levels) and then further define their own unique menu structure, ensuring that system security is maintained. Defining access levels that authorise critical processes, such as supervisor override, are other areas of security that ensure authorised processing.



Access levels are relevant throughout the system's functionality and are therefore maintained centrally and easily assigned. You can be certain of comprehensive security for your vital business functions.

Integrity

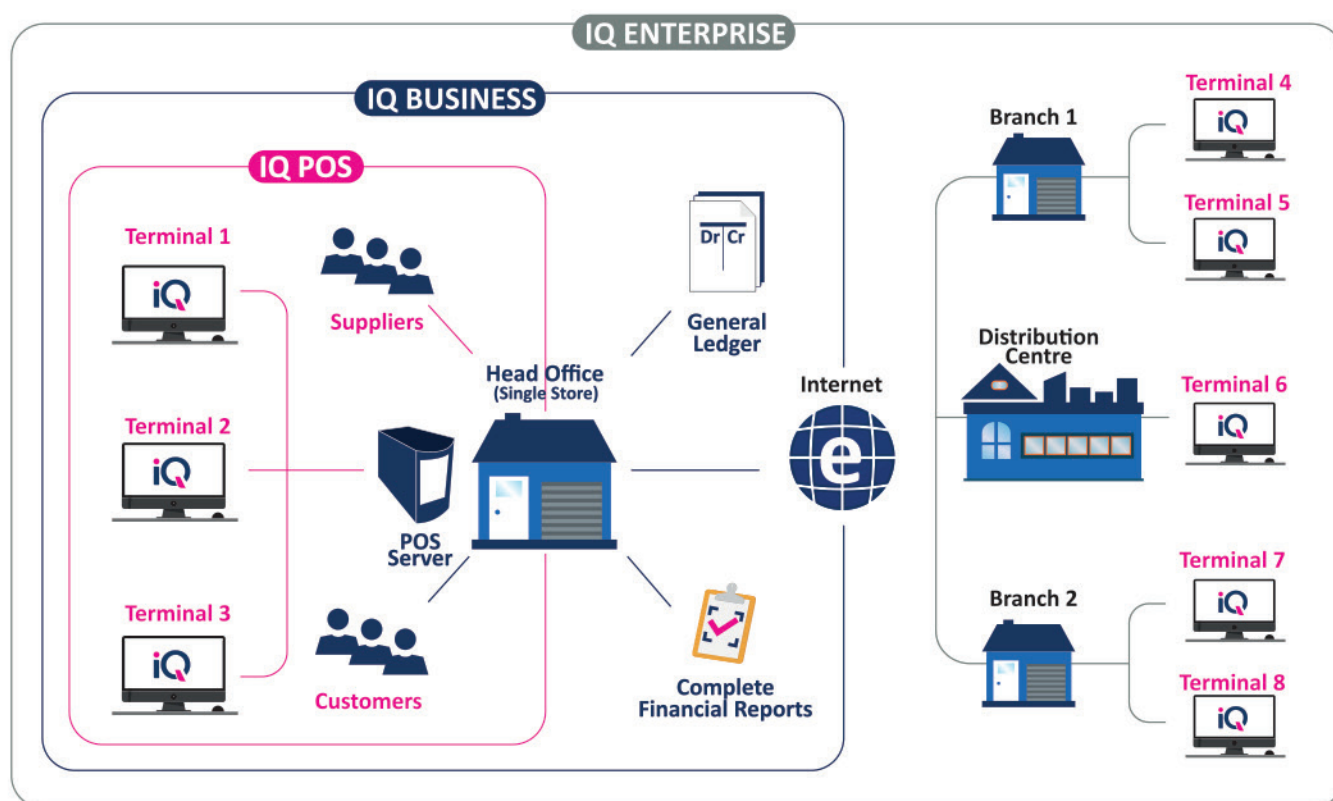
Data integrity refers to the validity of data and is a mandatory condition in a database. Ensuring data integrity is especially important in a transaction-oriented database system. IQ Retail utilises DBISAM, which is a multiple award winning SQL database that promotes and enforces integrity rules to eliminate data integrity problems, resulting in the maximisation of data consistency. The sophisticated 'commit' and 'rollback' facilities in DBISAM, ensure that your overhead expenditure on system administration is kept to a minimum and peace of mind is achieved.

Support

Support for IQ Retail's range of software is available through a vast network of value added resellers. We do, however, take this one step further by offering your business the opportunity of securing an optional support contract. Our support staff are adequately trained and experienced to deal with any system issue, knowing that efficient support is critical to the on-going business environment.

System Comparison

	IQ Accounting +	IQ POS	IQ Business	IQ Enterprise
Point of Sale	✗	✓	✓	✓
Stock	✓	✓	✓	✓
Processing	Limited	✓	✓	✓
Debtors	✓	✓	✓	✓
Creditors	✓	✓	✓	✓
Ledger	✓	✗	✓	✓
Utilities	✓	✓	✓	✓
Multiple Branch Centralisation & Stock Sync	✗	✗	✗	✓



About IQ Retail (Pty) Ltd

IQ Retail (Pty) Ltd is a software development company that provides expertise in complete financial and business administration solutions. IQ Retail has been active in the development of business systems specialising in the accounting and retail management environment since 1986. In this highly competitive market, IQ Retail has grown to become one of the premier providers of innovative and strategic business solutions.

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