

## Feature List

*Our vision is to provide the best quality, feature-rich software at the lowest cost.*

The aim of Businessware is to provide the best quality and feature rich software at the lowest possible cost. A superbly flexible, powerful and easy-to-use business software product, Businessware will help you take full control of your business by providing the tools you need.

### Why choose Businessware?

Small businesses have simply been sold short by the market leaders when it comes to business software.

Our entire mission is to deliver exceptional value and benefits to small businesses. We do this through a strong range of software products specifically for small businesses proving that world class software can be delivered at low cost.

Our intention is to innovate and provide on-going value through constant improvement and a range of low-cost add-ons that give the benefits usually reserved for larger companies at much higher cost. As our focus is on small businesses we don't have a "ceiling" on our innovation that other software providers have to avoid their product ranges clashing. In short we're for you and with you every step of the way.

You get what you pay for? With Businessware you get so much more.

### Core Sections

Businessware is defined into 7 core sections, all completely integrated. These are:

Customers (Sales Ledger),  
Suppliers (Purchase Ledger),  
Financial (Nominal Ledger),  
Bank (Cashbook),  
Invoicing,  
Stock,  
and Purchase Orders.





**businessware**  
business software that puts you in control

## Features Overview

VAT return analysis catering for both standard & cash accounting schemes.

10 user definable VAT Rates.

Manual customer/supplier invoice and credit note entries.

Customer/supplier payments and refunds.

Transaction "on-query" markers with unlimited notes.

Definable payment terms on each transaction.

Customer/supplier notepads.

Customer/supplier transaction splits across an unlimited number of nominal accounts and VAT codes.

Full transaction history enquiries for listing due invoices, queried invoices, outstanding invoices etc.

Aged debtor/creditor report and graph.

Customers/supplier turnover report and graph for any period.

Customer/supplier daybooks.

User definable customer statements/supplier remittance advice notes.

VAT EC Sales Lists.

Customer/supplier name and address lists.

Customer/supplier mailing labels. Over 50 Avery compatible label formats available.

Undo misposted entries.

Amend incorrect entries

Upto 3 years open accounting periods.

Open new accounting periods on-the-fly.

Trial Balance, Profit & Loss and Balance Sheet reports for any period or combination of periods (quarters etc.)

Financial report setup.

Transfer profit & loss figures for any period.

Maintains upto 10 separate bank accounts.

Bank/cash receipts and payments.

Bank-to-bank transfers.

Multi-company accounting. Available as an add-on.

Bank reconcilliation.

Recurring entries for standing orders/direct debits and recurring journals.

Journal entries.

Prepayments and accruals.

Monthly budget figures for upto 36 accounting periods.

Budget vs. actuals variance reports for any period.

Quick analysis.

Document designer enabling you to define the layout of all the documents you produce in the system.

Preview reports on screen.

Transaction Search By All Fields.

Accounts data backup and restore.

Record Searching By All Fields.

Email all reports and documents.

Email contact address book.

Context sensitive on-line help (700+ help pages).

User security options to restrict access to sensitive options.

Data Export to Excel and many other formats.

Unlimited number of stock items and product groups.

Upto 3 selling prices per item.

Upto 3 discount levels per item.

Maintain non-stocked items.

Full FIFO (first in-first out) stock processing.

Maintains sales, turnover and profit figures for up to 36 periods (including non-stocked items).

Store pictures of each item.

Stock check and re-order reports.

Stock sales and profit reports and graphs for any period.

Stock valuation reports.

Stock history reports.

Stock price lists.

Invoice, credit note, proforma and quotation transaction processing.

Combine unlimited free-text items with stock items on the same invoice - ideal for service and product based transactions.

Stock availability and price markup warnings.

Non-account customer transactions and multiple payment methods - ideal for point-of-sale.

Early settlement discounts.

Automated posting to accounts and stock.

Proforma/quotation to invoice conversion.

Print invoices and other documents using any number of customised layouts.

Unique transaction Unpost facility to undo automatic updates to the system.