ADVANCED
BUSINESS
MANAGER

THE NEXT GENERATION OF ACCOUNTING SOFTWARE

ABM

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Overview

Advanced Business Manager (ABM) has been designed and developed by accountants to create the next generation of accounting software for progressive businesses. Building on the past principles of accounting software and paying close attention to the demands of today's business environment, we have created an innovative accounting and business management system suitable for all industries. Using the latest technology and integration facilities, ABM is a flexible and advanced business management tool that will benefit you and your business.

ABM is more than just an accounting package; it's a complete business solution. With Advanced modules and Business Solutions to suit all business and industry diversities, ABM provides systems and platforms for your business to grow. ABM comes in two editions, Small Business Edition and Enterprise Edition, providing systems for a complete range of business sizes without reducing functionality or features, allowing ABM to grow with the business.

This brochure provides a general idea of how ABM works and what it can offer. For full comprehensive information on all aspects of ABM please visit the website for your region, using the address on the back of this brochure.

Distribution Network

ABM is distributed and supported exclusively through our business partners located in Australia, Ireland, New Zealand, United Kingdom and Singapore. We are committed to working through our business partners, ensuring that ABM customers receive fast response times and expert advice.

Our business partners include consultants, business advisors, accountants, and often network and other IT specialists. Training is required to become an authorised business partner, ensuring you are in expert hands when it comes to installation and support of your software.

Industries Covered

There is nothing more frustrating than trying to use business software which can't handle the requirements which are important to your particular industry or activity. The ABM suite offers a comprehensive portfolio of solutions that are created to address the unique needs of industry-specific business requirements. ABM is a flexible, feature rich, robust and expandable solution suited to most industries and business types.   As ABM is suited to a wide range of industries, the following are some examples of industries already benefiting from using ABM.

• Inventory warehousing	• Engineering	• Hiring & service
• Security	• Customer service	• Wine
• Wholesale & distribution	• Construction	• Professional services
• Telecommunications	• Importing	• Food & Beverage
• Ecommerce	• Office accounting	• Franchising
• Manufacturing	• Retail	• Financial services

The core of ABM's business solutions is the accounting system. ABM offers a number of Advanced modules and Business Solutions as part of the accounting system to suit an extensive range of industries. This suite of integrated solutions delivers a cost-effective system for businesses requiring a high degree of industry-specific functionality. ABM's integrated approach enables staff to implement functionality at a pace that fits in with business growth and success.

Benefits

Easy To Use

ABM sets new benchmarks in ease of use. Quotations, orders, deliveries, invoices - everything follows logically and can be picked up quickly by operators without sacrificing productivity. Furthermore, ABM offers strong integration with Microsoft ® Office with such features as instant emailing through Outlook, import/export facilities to Excel and Word, and reporting options using Excel. This in turn reduces staff training and streamlines the running of your business.

ABM Grows With Your Business

ABM is designed to accommodate a growing business, handling any number of companies and currencies. Built around Microsoft ® SQL Server, ABM is genuinely customisable to suit the needs of your business. ABM suits most business types with the breadth and depth of the core modules and its open architecture and expandability. ABM can scale from a single staff application to support up to 100+ workstations with multi-currency and multi-company capabilities.

In-Depth Security

ABM includes a number of customisable security features. Your staff can be divided into user groups, and each group can then be allocated access rights to specific ledgers, tasks and operations. You can even set up a group to include only one person. In addition, every staff member gets a unique log-in to the system.

Fast Fluent Use

ABM has been developed to provide a system as automated as possible, reducing staff time expenditure and human error. Functions such as:

- Single data entry
- "One click" transfer of information
- "One button" operation
- Automatic posting of information

- Scheduled automated tasks
- Quick item list filtering
- Automated email alerts for events
- And so much more...

"Logical, easy to use and understand"

- Linda Poulsen
PL Berry & Associates
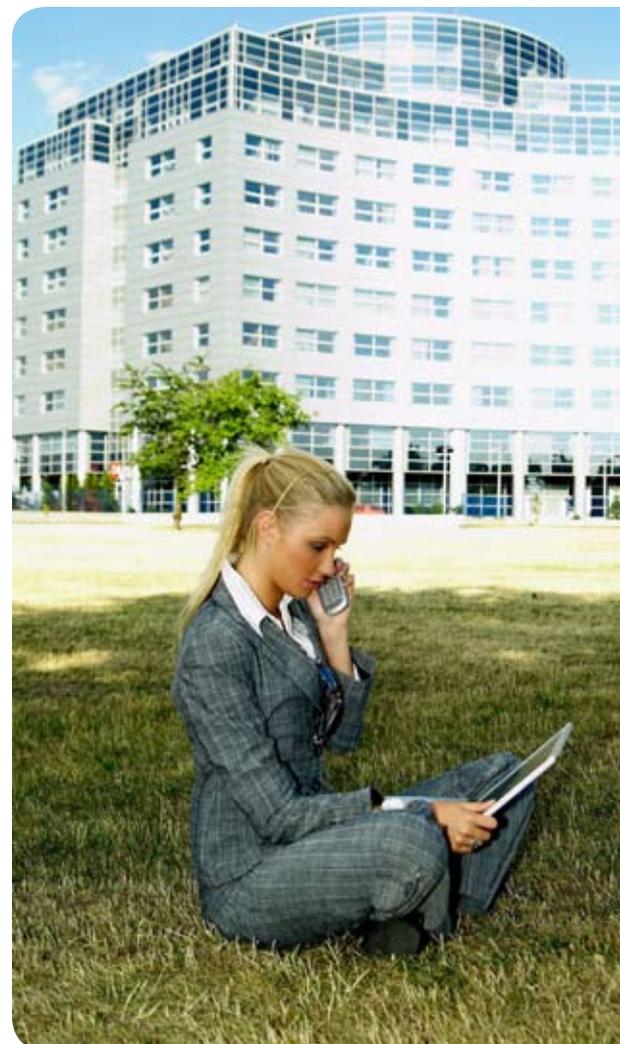
Flexible and Powerful Reporting

ABM offers comprehensive management reporting, with over 160 standard management and accounting reports included in the standard system. The report functions include an extensive array of report filtering, sorting options, custom reports designing and information drilldown features providing relevant information in a simple, yet detailed, manner. Business Bulletins are available to show quick summaries of the business's health and wealth. Overall, ABM's reporting features provide flexibility and control over data for informed decisions and support for management.

Integrated Industry Solutions

ABM offers a variety of Advanced Functions and integrates seamlessly with a wide range of Business Solutions, providing specialist functionality in:

- Manufacturing
- Budgets
- Stock/inventory
- Job & time sheeting
- Payroll
- Customer relationship management
- Ecommerce

- Plant & equipment
- Importing
- And so much more...

Productivity Gains

ABM has a number of powerful features to improve the productivity of staff, such as:

- Displaying key data with warning and status flags for easy identification
- Automatic allocation of stock to customer orders with the ability to manually override
- Automatic purchase ordering as a result of sales orders
- The ability to process stocktakes using barcode scanners
- And much more...

Obsolescence Proof

With ABM, you can be sure that you always have the latest technology available in your software package. When it comes to new features and functionality, we listen to our ABM customers, striving to add new valuable features that are requested by users with every new release of ABM.
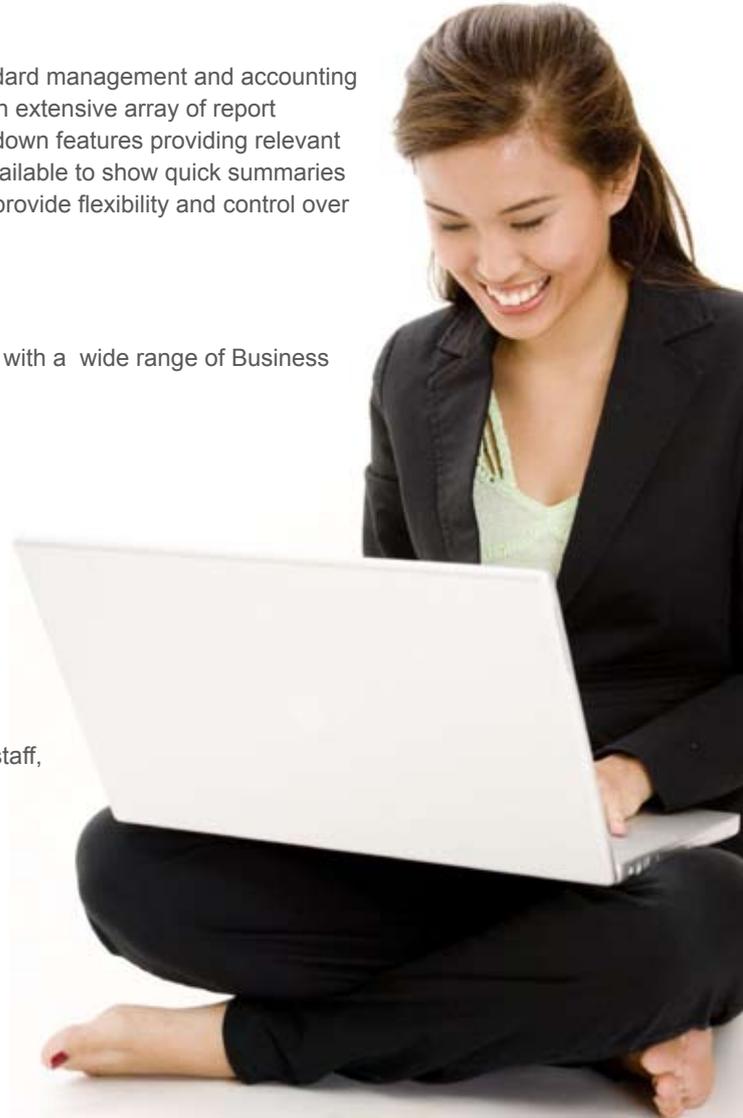
The Core System

ABM begins with the Core System; this includes everything you need to manage your business activities, creating an environment where efficient workflow is maintained between all aspects of your business. ABM is the engine that drives all your accounting processes, and links business functions together into a complete business system.

Cashbook

In addition to being an integral part of debtors and creditors, the cashbook facility generates cheques, produces partial payments, processes receipts and monitors bank accounts. One click will instantly record customer payment of any monetary type. Options to send payments to the bank electronically are available as well as fast entry cash book functions to increase speed and ease. ABM can even help automate the bank reconciliation process for staff.

General or Nominal ledger

This is the hub of your accounting system, allowing ABM to provide you with accurate and up to date information at your fingertips. Each general or nominal ledger account can be analysed in one or two dimensions, using sub-accounts to control your finances by department, cost centre, etc. The Budget Wizard will help prepare your budgets in Microsoft ® Excel, and one click integrates those figures back into ABM. The general or nominal ledger is fully integrated with all other ledgers and is updated in real-time as transactions are processed. One of the great strengths of ABM is the immediate updating of the ledger; therefore it is possible to continue processing in the next accounting period, without the constraints of having to carry out month-end procedures beforehand.

Sales and Debtors

The sales ledger allows you to manage the entire sales life cycle, from the customer initial enquiry through to the completed order and invoice. The system handles quotations, orders, invoicing, delivery, sales and credits. It is the centre of your sales and marketing efforts, tracking and storing valuable information on each customisable customer account. A strong but simple point of sale facility is available which talks directly to the accounting system. There is also a fulfilment wizard to easily and quickly dispatch orders. ABM provides "one click" viewing of information such as order tracking and status graphs, as well as comprehensive reporting facilities. Also included are facilities for management of recurring billing, deposits and so much more.

Purchasing and Creditors

The purchase ledger handles requisitions, orders, returns, credits, invoicing, delivery and purchase analysis. The purchase workflow (i.e. requisitions - orders - delivery - invoicing) is fully supported with significant purchase analysis reporting.
Key features are:

- The ability to automatically suggest items which need re-ordering from suppliers
- The facility to record suppliers buying prices and, where relevant, special prices
- The handling of supplier rebates
- The apportionment of freight charges over each item included in incoming shipments
- A payment wizard to balance priorities when funds are short

Stock Control

ABM handles multiple stock locations, tracks serial and lot numbers and products that are made up of components to increase stock visibility and improve the efficiency of your business. In addition to special pricing and discounts, staff can create up to eight price scales, four units of measure per product and any number of special prices and limited duration promotions. Graphs display fast interpretation of key information.

Job Costing and Project Management

Job accounting facilities are provided for service industries, construction, projects or job manufacturing organisations, to sustain a controlled environment for effective management. Jobs may be analysed by cost centre, and split into stages for the purpose of progress claims, as well as assigned to a job manager for organisation and responsibility purposes. Costs and charges are automatically calculated, posted and compared to estimates, relieving staff from unnecessary time consuming tasks.
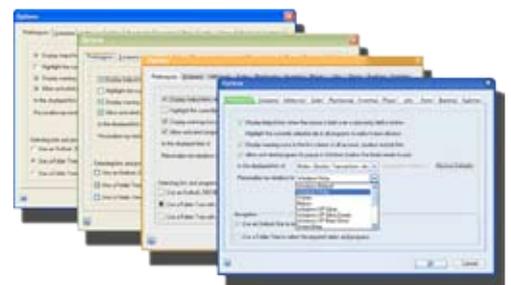
Scheduler

Create and organise scheduled automated tasks such as running backups, reports, database housekeeping and business bulletins. ABM includes a master scheduler allowing staff to view, create or modify all ABM tasks as well as Windows scheduled tasks, conveniently together, for all company databases. Scheduling tasks frees up staff time and assures that critical responsibilities are continually performed with speed and accuracy.

Business Bulletins

With Business Bulletins companies can quickly and easily design their own bulletins which summarise the health and wealth of the business. Each bulletin is a Microsoft ® Excel spreadsheet containing the selected tables and graphs. This can be viewed on demand, or automatically created and emailed at specified intervals. Business bulletins are vital in tracking the business's growth and stability, providing timely information for continuous decision making and operation.
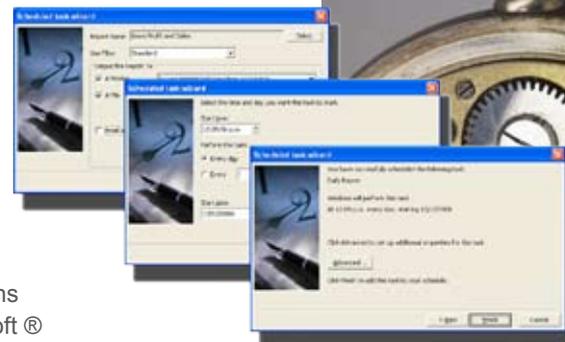
Advanced Functions

In addition to the Core System, ABM can be further enhanced by optional Advanced modules. ABM's Advanced modules provide management tools and improve the efficiency of your business processes.

Project Invoicing

The Project Invoicing module allows you to invoice charges to a job according to variable criteria, allowing fast, flexible and simple invoice or draft invoice creation for customer projects and jobs. It lets staff choose the amount to invoice, and the value of work in progress to be written off. Whilst the module will primarily be used where a job spans over a period of time, and is invoiced in stages, it can also be used for smaller jobs where an itemised invoice is needed. The module helps speed up accurate and professional invoice procedures, allowing the business to free-up valuable time resources and provide confidence in invoicing accuracy.

Snapshot Report Writer

For those who wish to design their own reports easily without purchasing Crystal Reports, ABM has introduced the Snapshot report writer, a very easy to use tool for producing custom reports directly into Microsoft Excel. Snapshot requires no technical knowledge, just point and click labels familiar to business people. Although Snapshot is built for staff who have no technical knowledge, it also has greater inbuilt flexibility for staff who have a little knowledge of SQL databases and queries. Some of the module's key features are:

•   Flexibility in report design from beginning to end
•   Staff friendly step-by-step report wizard for report design
•   Edit existing reports
•   Design reports for customers, suppliers, products, jobs and ledger accounts
•   Fast access buttons from the ABM user screens
•   Manage designed and existing reports

Subcontractor Claims

The module is designed for entry of subcontractor claims against a job or project. This allows you to set up subcontractors as suppliers in the system and assign them to specific jobs or projects, allowing the processing of interim claims submitted from subcontractors for the work done so far. A claim received by the main contractor is then processed through the sub-contractors claim form, and is processed as an invoice from that sub-contractor.
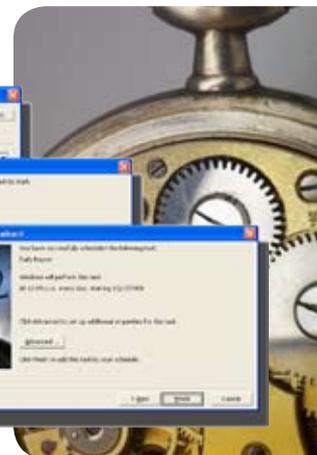
Warehousing

ABM's Warehousing module provides logical control and organisation of stock, allowing staff to create a hierarchal structure in each warehouse with multiple aisles, levels, etc and a waiting area for goods not yet put away. The module uses "bins" to organise and group stock depending on the staff's grouping method, location, level, stage, etc. Some of the module's key features are:

- Visual control of warehouses, aisles and bins
- Handles serial numbered and lot numbered products
- Multiple products per "bin" and multiple "bins" per product
- Optional "bin" weight capacity limits
- Handles consignment and bonded goods and reserved "bins"
- Point and click operation
- Fast searching facilities
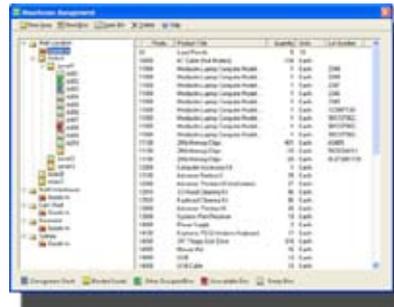
Advanced Document Handling (ADH)

ADH provides a powerful tool for printing, emailing, previewing and exporting of multiple documents from an easy-to-use interface. The module supports printing of numerous transaction types and ships with a Maintenance Utility, which enables easy management of documents and control over the availability of documents to specific staff for the individual companies they have access to. The module extends the standard form printing facilities to allow for:

- One-off document re-printing
- Printing more than one document from a single processing point
- Printing of documents to more than one output device simultaneously
- Batch printing/re-printing a range of documents rather than one at a time
- Printing specific documents for specific business partners

Retail Store Management

ABM can efficiently manage franchise and other retail chains that use MYOB Retail Manager or QuickBooks POS at their store points of sale. Products and prices can be synchronized and daily reports obtained to give a complete picture, within ABM, of each store's stock and sales.

Business Solutions

ABM offers a rich range of industry and customer specific business solutions with seamless integration, transforming a comprehensive accounting system into a complete industry specific business system. ABM's business solutions include the following:

- Manufacturing
- Fast Stock Handling
- Structured Stock
- Service Management
- Wineries
- Job and Time Sheeting
- Payroll & Human Resource Management

- Customer Relationship Management (CRM)
- Assets Management
- Point of Sale (POS)
- Budgets
- Plant & Equipment Management
- Ecommerce

- Importing
- External Application Integration
- Mobile Services
- Sales Forecasting
- Electronic Data Interchange (EDI)

Please contact your ABM solution provider for the complete list of ABM Business Solutions, as well as the range of industry-specific software packages available in your region.

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