

PRONTO xi



Financials

A system you can count on

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740 Solutions Overview: Financials

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Financials

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Accountability is the bottom line

Maintaining tight financial control is a fundamental part of any business. Pronto Xi Financials consists of four core modules that allow you to consolidate all of your financial activities into a seamlessly integrated whole. This ensures you have the right information at the right levels to manage your business's financial needs.

Take control of accounts receivable and payable, manage assets and understand your financial position at any moment. Monitor Key Performance Indicators (KPIs) and the outcomes of business operations to optimise your bottom line.

You can also choose to add Pronto Xi Payroll to manage the often-complex demands of employee entitlements, payments and accruals.

An integrated system you can count on

With Pronto Xi Financials, you can have complete confidence in the financial position of your business.

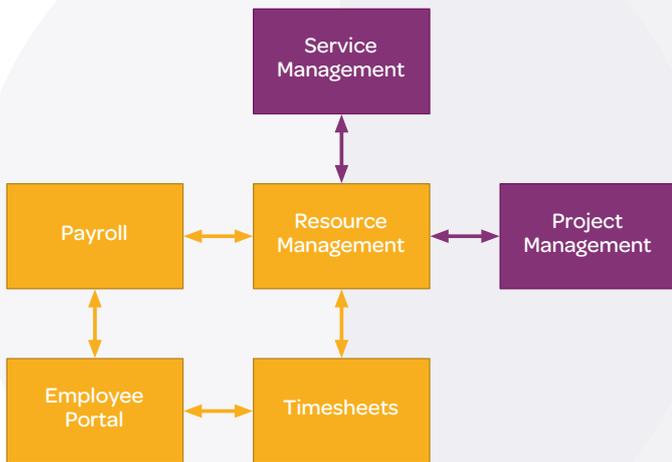
The four core modules – along with an optional additional payroll module – form the basis of your Enterprise Resource Planning (ERP) system, delivering key business information to provide solid strategic decision support.

Pronto Xi General Ledger is a powerful and flexible solution to manage the financial requirements of a wide range of industries. It presents the financial outcome of your organisation's activities, delivering key business information to provide solid strategic decision support.

Pronto Xi Fixed Assets is a dynamic, robust tool for managing assets from acquisition through to disposal. The Fixed Asset suite is perfect for companies dealing with multi-national compliance and reporting.

Pronto Xi Accounts Receivable manages accounts receivable in a wide variety of environments, including wholesale, retail, service, project management and manufacturing. All sales transactions are automatically processed to Accounts Receivable with real-time postings to the general ledger information flow within your system.

Pronto Xi Accounts Payable allows you to effectively control your supplier accounts. Fully integrated with Pronto Xi General Ledger and Purchasing, it gives you a full view of supplier arrangements, transactions and approval levels.



Resource Management is a planning and management tool for human and non-human resources. Complete with a thorough work roster and employee award system, it allows you to ensure resources are utilised to their capacity and appropriate awards and allowances are allocated to payroll.

Pronto Xi Payroll is specifically designed for Australian organisations. Fully integrated with the core Financials modules, it allows you to easily and accurately process and monitor an employee's pay, including entitlements, benefits and accruals. This solution enables businesses to comply with SuperStream and Single Touch Payroll legislation requirements.

Pronto Xi Employee Portal is a web application designed for all staff that reduces paper-based processes and allows users direct access to employee-related information such as personal, banking and pay details, as well as entry of timesheets and leave requests.

Pronto Xi General Ledger

Keep a tight rein on your finances

Pronto Xi General Ledger is at the heart of your Enterprise Resource Planning system, reflecting all the financial transactions processed in other Pronto Xi modules.

Features include:

- Multiple companies, divisions and cost centres
- High degree of automation
- Designed to process high transaction volumes
- Integrated audit and tracking to help with regulatory compliance
- Multiple budgets and forecasts
- Consolidation including foreign subsidiaries
- Extensive reporting capabilities utilising various reporting hierarchies

Master Chart structure

To meet your organisation's specific reporting requirements, Pronto Xi has a Master Chart structure that allows you to specify what each character within an account code represents.

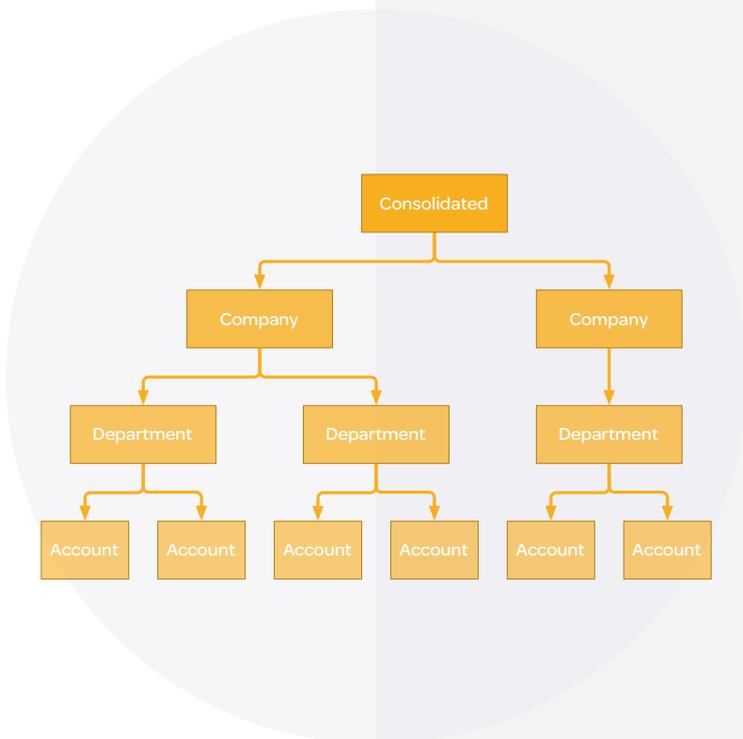
For example, the first two characters of an account code may represent the company, the next four characters a cost centre, characters 7 and 8 a department, and characters 9 to 12 the natural account code.

Having defined which codes are valid for each component of the Master Chart, you can generate all, or a selection, of the general ledger accounts. This has the added benefit of reducing the chance of posting to incorrect accounts.

Account features

Pronto Xi General Ledger automates the flow of postings to the general ledger according to your requirements (using special accounts to specify how Pronto Xi will map each transaction onto the General Ledger). This means that your data entry staff requires only minimal knowledge of general ledger postings.

For management and statutory reporting, you can maintain multiple budgets and forecasts for each account code, and generate a variety of management reports, creating different views based on any number of Hierarchies (in base or foreign currencies).



Adaptable General Ledger accounts

Your chart of accounts can change as your business changes. As you grow, your account structure can grow with you.

If your company uses one character for a region code and the number of regions increases, you can expand the account code to handle a larger range. Pronto Xi will maintain data integrity on the live general ledger, including all archived history and related sub-ledgers.

Statistical accounts

To simplify reporting on non-financial KPIs, such as cost per unit produced, revenue per employee and cost per kilowatt, Statistical Accounts collates relevant non-financial operational data.

Expense accounts

Additional details, based on user-defined tables, can be captured for expense accounts. This is particularly useful for expenses such as entertainment, telephone and travel by employee, as well as advertising by campaign.

A common approach to budgeting

Flexible and intuitive budgeting capabilities are provided across the General Ledger, Configurable Budgets and the Reporting Hierarchies Budgets.

This common approach delivers:

- Seamless interaction with MS Excel
- Budget collaboration processes
- Spreading and automated budget adjustments
- Combine actuals with budgets to create adjusted budgets/forecasts
- Sophisticated budget notes & auditing functionality

Budget maintenance and reporting

The GL Budgets provide a powerful, simple, flexible and intuitive approach to meet the most demanding financial budgeting requirements.

The GL Budgets have been optimised for easy data manipulation meaning users can utilise a set of in-solution tools or leverage the power of MS Excel. These tools allow users to create adjusted forecasts by combining actuals and budgets, apply spread factors and export and import seamlessly with Excel.

The GL budgets allow everyone to contribute to the budgeting process using a structured contributor budgeting system which maintains flexibility and simplicity. The Budget Contributor Management function allows individualised and recipient specific sub-budgets to be distributed. These separate contribution budgets can then be aggregated into the master budget.

Sales and inventory budgets can be pushed up to specified general ledger account budgets, meaning the important information within the operational budgets can be leveraged into the GL budgets.

Hierarchy views allow users to intuitively view and interact with their budgets based on their GL hierarchy budgets. Your budgets roll-up or expand based on the same structure as your P&L or Balance sheet.





Configurable Budgets

Configurable budgets allow users to create sales based budgets using any combination of attributes on the customer or inventory master records. The budgets can be created either daily, weekly or per period and based on a range of measures including: value, quantity, gross profit, gross profit percentage and quantity.

So for instance, you could create a three-level budget based on a mixture of: Brand, Class, Category, Group, Territory, Warehouse, Industry, or any combination of the attributes on the Item or Customer Master.

A valuable and popular function of configurable budgets is to create quantity based item by customer budgets which roll up to warehouses. These budgets can then publish a forecast which, because it aggregates to warehouse, can be used to drive both Material Requirements Planning (MRP) and Distribution Requirements Planning (DRP).

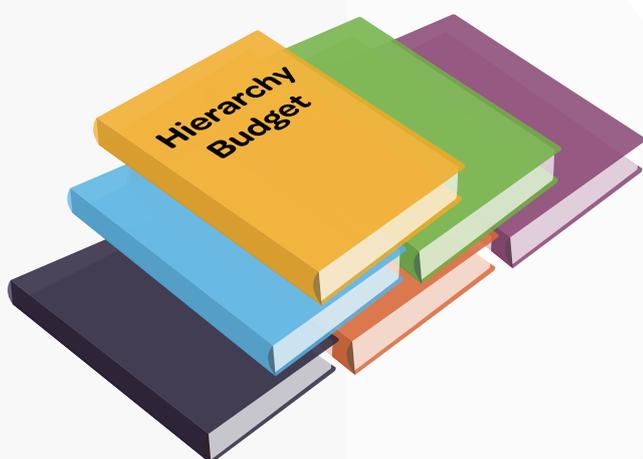
These configurable budgets can be constructed to leverage special account structures to push the sales budget values up the relevant GL budgets to provide simple yet practical bottom up budgeting.

Configurable budgets have been optimised to export to and import from excel. This capability has been further developed to allow stakeholders from across the business to contribute to the budgeting process using the budget contributor management function.

Hierarchy Budgets

Reporting Hierarchies have been used to structure unstructured data or restructure structured data. Hierarchy Budgets now allow users to create budgets based on any existing Reporting Hierarchies.

The Hierarchy Budgets are quick & simple to create. Importantly they provide the flexibility to budget at any level of granularity and the budget will then roll-up to the higher levels.





A small subset of the General Ledger hierarchies available in Pronto Xi

Customised financial reporting

Create your own hierarchy structures and reports. Begin with predefined hierarchies and make any necessary changes, or create hierarchies from scratch to get completely bespoke reporting outcomes. From there, you can assign a single natural account to report in different places within a report (e.g. a transport company may have a natural account for fuel, but the logistics department wants it to appear as a Cost of Sales account while the marketing department wants it as an expense). You can set accounts like Cash at Bank to appear as an asset when it has a positive balance, and as a liability when it has a negative balance. Use this to build hierarchies based on natural accounts or full GL accounts

Delivering complex outcomes from simplicity

Being built on simple parent-child relationships, the GL Hierarchies are intuitive and easy to understand. While generally populated with natural accounts, they can also be combined with separate hierarchies based on the various elements of the master chart to deliver complex reporting outcomes.

Expand/Collapse Suppress Zero Rows Expand All Collapse All Chart

Current View: Standard

Description	MTD Actual	LY MTD Actual	YTD Actual	LY YTD Actual	Full Year Actual	LY Full Year Actual
- Trial Balance	0.00	0.00	0.00	2,057.60	0.00	2,057.60
- Net Assets	52,874.59	529,031.62	1,510,903.31	4,300,444.45	1,510,903.31	4,300,444.45
- Assets	16,301.04	140,513.04	10,944,436.06	2,241,883.07	10,944,436.06	2,241,883.07
- Current Assets	17,947.26	140,513.04	10,957,093.34	2,247,083.07	10,957,093.34	2,247,083.07
+ Cash	182,665.16	187,987.00	4,246,444.73	1,913,269.61	4,246,444.73	1,913,269.61
- Accounts Receivable	(37,965.37)	1,467.30	1,727,315.56	158,574.54	1,727,315.56	158,574.54
+ Trade Debtors	(37,965.37)	1,467.30	1,727,315.56	158,574.54	1,727,315.56	158,574.54
+ Other Debtors	0.00	0.00	0.00	0.00	0.00	0.00
+ Provision For Doubtful Debts	0.00	0.00	0.00	0.00	0.00	0.00
+ Sundry Debtors	0.00	0.00	0.00	0.00	0.00	0.00
+ Prepayments	0.00	0.00	0.00	0.00	0.00	0.00
+ Inventory	(126,752.53)	(48,941.26)	4,983,233.05	151,997.58	4,983,233.05	151,997.58
+ Other Receivables	0.00	0.00	100.00	23,241.34	100.00	23,241.34
+ Non Current Assets	(1,646.22)	0.00	(12,657.28)	(5,200.00)	(12,657.28)	(5,200.00)
- Liabilities	(36,573.55)	(388,518.58)	9,433,532.75	(2,058,561.38)	9,433,532.75	(2,058,561.38)
- Current Liabilities	(35,820.81)	(364,248.81)	9,384,970.00	(2,309,732.53)	9,384,970.00	(2,309,732.53)
- Accounts Payable	(89,163.95)	68,146.59	(376,958.44)	55,640.50	(376,958.44)	55,640.50
+ Trade Creditors	(89,163.95)	100,000.00	(376,958.44)	412,619.17	(376,958.44)	412,619.17
+ Sundry Creditors	0.00	(31,853.41)	0.00	(356,978.67)	0.00	(356,978.67)
+ Income Tax Payable	0.00	0.00	0.00	0.00	0.00	0.00
+ Accrued Expenses	0.00	358,869.33	0.00	2,731,589.02	0.00	2,731,589.02
+ Provisions	(6,535.50)	(114,109.51)	8,779,626.86	(122,640.23)	8,779,626.86	(122,640.23)
+ Employee Provisions - Short Ter	59,878.64	40,583.44	982,301.58	488,856.22	982,301.58	488,856.22
+ Non Current Liabilities	752.74	24,269.77	(48,562.75)	(251,171.15)	(48,562.75)	(251,171.15)
+ Equity	52,874.59	529,031.62	1,510,903.31	4,298,386.85	1,510,903.31	4,298,386.85

Design GL Multi-Element Hierarchy View Enquiry

Analyse your financial performance using inbuilt hierarchy views

General Ledger Hierarchy Views

GL Hierarchy Views allow users to create a view of their financial data within a Pronto Xi screen. Present financial information in a similar structure to your traditional financial reports within a Pronto Xi screen, making it easy to validate figures from your financial reports and reconcile back to source transactions within Pronto Xi.

Out-of-the-box views or design your own

As soon as the GL Hierarchy is populated, you can start using your default P&L View. If non-standard or more complex views are required, you can use the GL Hierarchy View Designer and create a view exactly the way you want it.

View options include:

- A wide range of pre-defined views that mirror your default financial reports
- Bringing in actual to budget, then calculating and displaying the variance
- Having separate columns for different companies, territories or divisions
- Building ratios between the rows so you can see things like cost of sales as a percentage of sales

Drill down to the data you need

Because GL Hierarchy views are built using staged data, drilling up and down through the various levels is instantaneous. The GL Hierarchy View can be set to automatically refresh overnight or users can do it 'on the fly'. Users can also determine how many versions of the snapshot data they want to keep to compare with current data.

Hierarchy views add options to the Pronto Xi reporting

GL Hierarchy Views use the same hierarchies as standard Pronto Xi financial reports, enabling users to validate figures in their financial reports. It's also easy to drill through to the underlying transactions that contribute to the period balances. In addition, the views can be pushed out to excel for further manipulation or presentation.

Other features and benefits

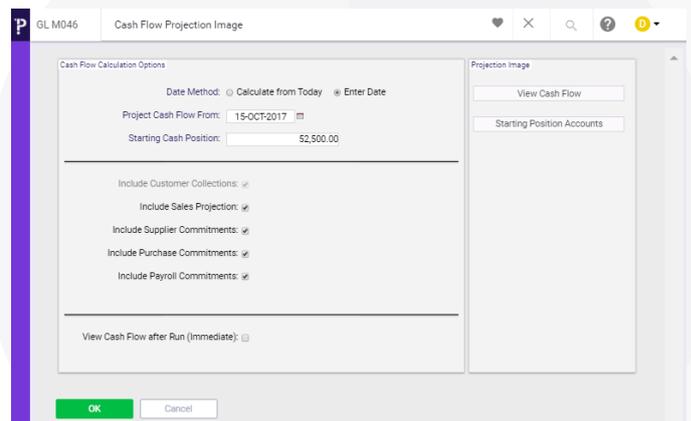
- Views can be personalised for an individual and built into their Pronto Xi menu
- Views obey masking so users will only receive appropriate information
- Very fast performance.

Cash flow forecasting

Cash flow is the lifeblood of business, and being able to accurately model projected cash flow is a fundamental element of managing any business's continued liquidity. Pronto Xi General Ledger facilitates the creation of effective and flexible cash flow projections.

You can choose exactly what will be included in your projections, reflecting assumptions that are specific to your business. This means information that isn't currently available in the underlying database (such as upcoming capital expenditure) can be reflected in cash flow projections.

Designed to work with Pronto Xi Business Intelligence, cash flow reporting leverages the power of Pronto Xi with the simplicity of IBM Cognos, to deliver an outstanding solution.





Multiple Reporting Currencies

Multiple Reporting Currencies (MRC) helps you meet demanding International Financial Reporting Standards (IFRS), which require transactions to be recorded in a local as well as a 'functional' currency. MRC has been designed to allow transactions to be recorded in an unlimited number of functional currencies, providing complete flexibility.

The MRC capability has been extended to the General Ledger, Accounts Receivable and Accounts Payable modules. It also supports the 'temporal method' of translation for fixed assets across each of the functional currencies.

To facilitate compliance with both local and international reporting, MRC assists complex corporate structures to transact and report in a variety of currencies and jurisdictions.

General Ledger Consolidation

With a robust and flexible consolidation engine, General Ledger Consolidation meets the needs of straightforward consolidations through to the most complex corporate structures. In short, it is a flexible, intuitive and powerful tool to assist with all sorts of financial consolidations.

Designed to work with Pronto Xi's Multiple Reporting Currencies, General Ledger Consolidation is ideal for entities with operations in different regions and different local currencies. It is also flexible enough to consolidate datasets with different financial periods and years, regular and irregular periods, and non-uniform charts of accounts.

Foreign currency

Foreign currency transactions are supported in Accounts Receivable, Accounts Payable and Purchasing, with values maintained in foreign currency and the local currency equivalent in the general ledger.

Pronto Xi Foreign Currency can be used to maintain customer and supplier accounts, raise sales and purchase orders, process cash receipts, make cash payments, maintain bank accounts, and transfer funds to and from foreign bank accounts. Currency revaluations of foreign customer and supplier balances can also be performed.

Flexible tax system

Pronto Xi General Ledger has a globally compatible tax architecture to underpin tax reporting. With a low-level, data-driven method of tax setup, it caters for a broad range of international tax regimes and their dynamic compliance requirements.

Tax analysis

There is a range of tools to analyse and reconcile tax for reporting purposes.

Tax analysis is presented in a data grid, so you can easily apply filters and export information, as well as identify and isolate the data you need to reconcile tax activities.

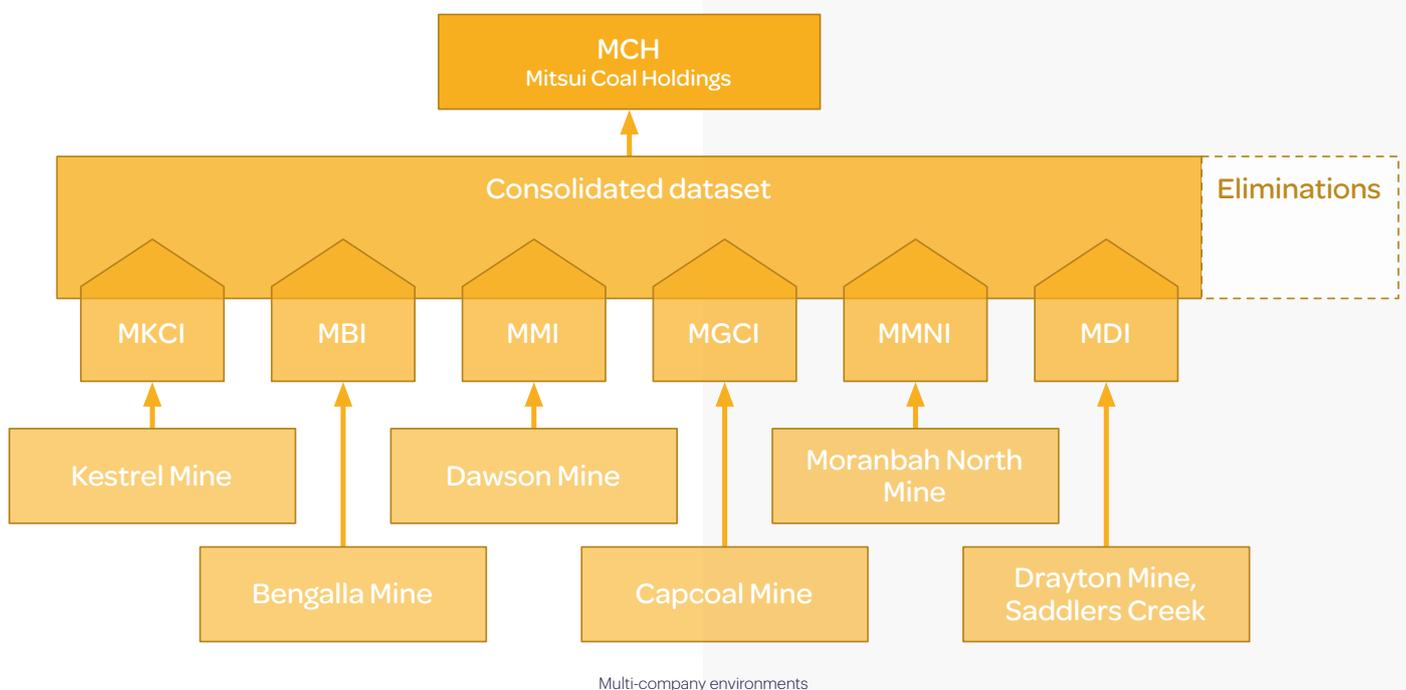
To ensure the integrity of the reporting requirements in the preparation of returns, records are collated into a date-based grouping and marked with a user-defined description to allow multiple work streams to be undertaken without risk of duplicated accounting.

Commitment accounting

By raising a purchase order for an item, you can use commitment accounting to track the value of outstanding orders against a general ledger account. This provides you with better control of expenditure performance against budget, and better information to plan cash flow.

Unearned income

Pronto Xi Service and Rental modules allow you to post unearned income (ie. income earned on a contract that relates to a future accounting period) to a balance sheet holding account and take it up as income in the period to which it applies.



Multi-company environments

There are four ways to manage multi-company setups:

- Maintain multiple companies in one data set
- Use separate data sets for each company, and consolidate to a holding company
- Use separate data sets for each company's subsidiary ledger, and share a common general ledger
- Foreign currency consolidation

General Ledger user masking

You can use masking to prevent individual users from viewing selected components of the general ledger. For example, you can restrict access to a specific department, company or region.

Inter-company postings

In a multiple company environment with a single data set or common general ledger, Pronto Xi General Ledger can automatically raise inter-company balancing entries to ensure that each company remains in balance within itself and within the general ledger.

Integration with other Pronto Xi modules

Most Pronto Xi General Ledger transactions are automatically posted from operational transactions processed through other Pronto Xi modules.

The update of the general ledger and subsidiary ledgers is synchronised in real-time and controlled by mapping tables or special accounts.

Mapping tables are simple to set up and allow the customisation of postings based on your organisation's requirements. If the mapping is not fully defined, Pronto Xi uses predefined accounts to avoid operational discontinuity.

Comprehensive audit and tracking tools make compliance easier

An integrated audit will register changes to key data – who, what and when is captured automatically. Tools are provided to view and manage the audit data.

The major transaction processes assign a tracking ID to events – key enquiries provide the ability to drill back or forward through the various sub-ledgers to view related postings.

A sales order can be traced through 'Inventory', 'Customer' or the general ledger and all of its transactions viewed.

Excel import and export

Files can be imported from a spreadsheet or a flat file into the general ledger or other modules such as Pronto Xi Accounts Receivable, Accounts Payable or Inventory – and likewise exported.

Bank statements, cash receipts and other bank information can also be imported.

Financials

- General Ledger & Fixed Assets
- Accounts Receivable
- Accounts Payable
- Resource Management
- Payroll & Employee Portal

Distribution

- Inventory
- Sales
- Purchasing

Sales & Marketing

- Point of Sale
- eCommerce
- Repairs
- CRM
- Mobile Sales & CRM

Supply Chain

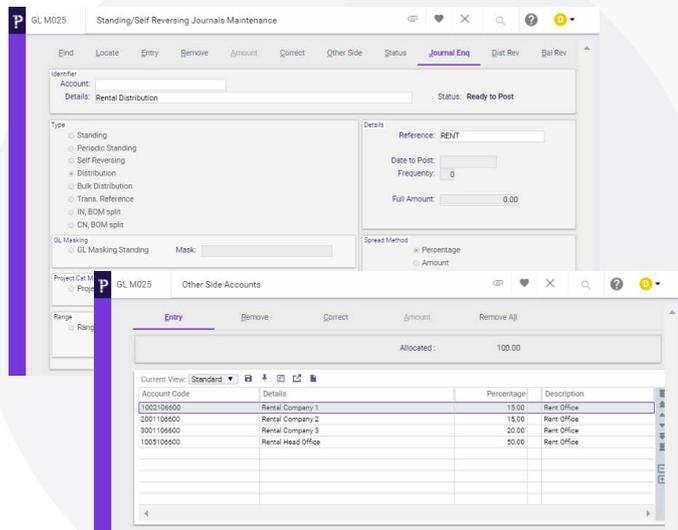
- Warehouse Management System
- Distribution Requirements Planning
- Advanced Forecasting
- Electronic Data Interchange
- Radio Frequency
- Scanpack
- Catalogue

Asset & Facility

- Project
- Service
- Service Scheduler
- Mobile Service
- Service Connect
- Maintenance Management
- Rental

Manufacturing

- Shopfloor
- Planning
- Scheduler
- Laboratory
- Quality Management



Normal and prior period journals

Transactions can be posted directly into the general ledger without affecting any other ledger. Journals are normally posted to the accounting relevant to the transaction date, however they can be posted to an earlier period, or the last period in the previous financial year, by using a prior period journal.

Users with the right access can post transactions to closed periods. These remain identifiable as being posted after closure of the accounting period.

Standing and self-reversing journals

Automatic journals can be set up as templates for general journals that repeat, eliminating repetitive data entry.

Recurring journal types include:

Standing journals

to create a batch of entries for posting each month for a nominated number of months.

Distribution journals

to distribute the total period movement of one account across a range of accounts (e.g. allocating costs across cost centres) by percentage or set amount.

Masking journals

to distribute the total period movement of multiple accounts across a range of accounts (e.g. allocating pooled cost centres across other cost centres).

Self-reversing journals

to post in the current period and reverse with a future posting in the next period.

Periodic standing journals

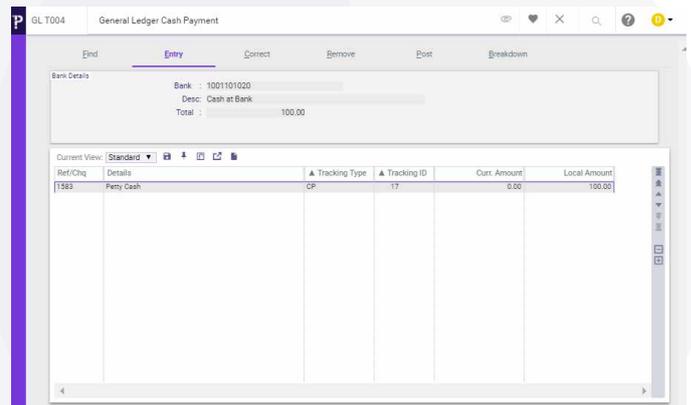
which are similar to standing journals and are used when the amount to be posted changes each month, while the accounts remain static.

General Ledger cash payments

Cash Payments records payments from the bank for sundry expenses. It can also be used to post bank charges and other deductions from the bank account. Cash payments can be made through the general ledger, either via accounts payable or directly from the general ledger, and details of a manually raised cheque can be included in the cheque register for reconciling.

Applicable tax for these payments may also be entered, for inclusion in tax analysis.

Transaction detail history is kept for as long as necessary. In summary mode, Pronto Xi General Ledger holds data by period for an indefinite number of years. Previous years' transactions are archived.



Financial year calendar

Pronto Xi General Ledger uses 12 or 13 user-defined periods. The length of each period is defined by the period start dates. Both regular and irregular periods are supported. Irregular accounting periods are utilised in financial calendars, for example, each month ends on the last Friday or 4/4/5-week period quarters.

Date-based transactions

The date of each transaction determines the period into which it is posted. The year and period number, relative to the financial calendar, is also stamped on each transaction. This feature facilitates reporting and exporting to third-party analytic tools. It also makes it easier to sort/filter transactions by accounting period and year.

End of period and end of year functions

Many of the tasks involved in closing the current period are automatically performed by the Pronto Xi Period End Processing function. At year-end, the profit and loss accounts are closed out to the appropriation accounts, and YTD balances updated. Each of the main ledgers (Accounts Receivable, Accounts Payable, Inventory and General Ledger) can be rolled independently.

Pronto Xi Emissions Tracking

To help improve sustainability, Emissions Tracking is now accessible to every organisation running Pronto Xi Financials.

Emissions Tracking includes capture of activity data, calculation of emissions and presentation of results. It records activity data during normal business operations (business-specific operations can be easily integrated by using infrastructure tools).

Business users can assemble, personalise, analyse and interact with carbon data through a dashboard.

Once an organisation has mobilised management and set emission targets, Pronto Xi Emissions Tracking lets them identify and quantify options, establish a strategy and implement a practical plan to achieve real results.

Pronto Xi Business Intelligence for General Ledger

Pronto Xi includes ready-to-go financial reports for the General Ledger, which include:

- Balance Sheet
- Profit and Loss
- Trial Balance
- Transactions
- Expense Analysis - Summary & Detail
- Projected Cash Flow
- Account Movement Analysis
- Goods Received Not Invoiced (GRNI)
- Statement of Cash Flow

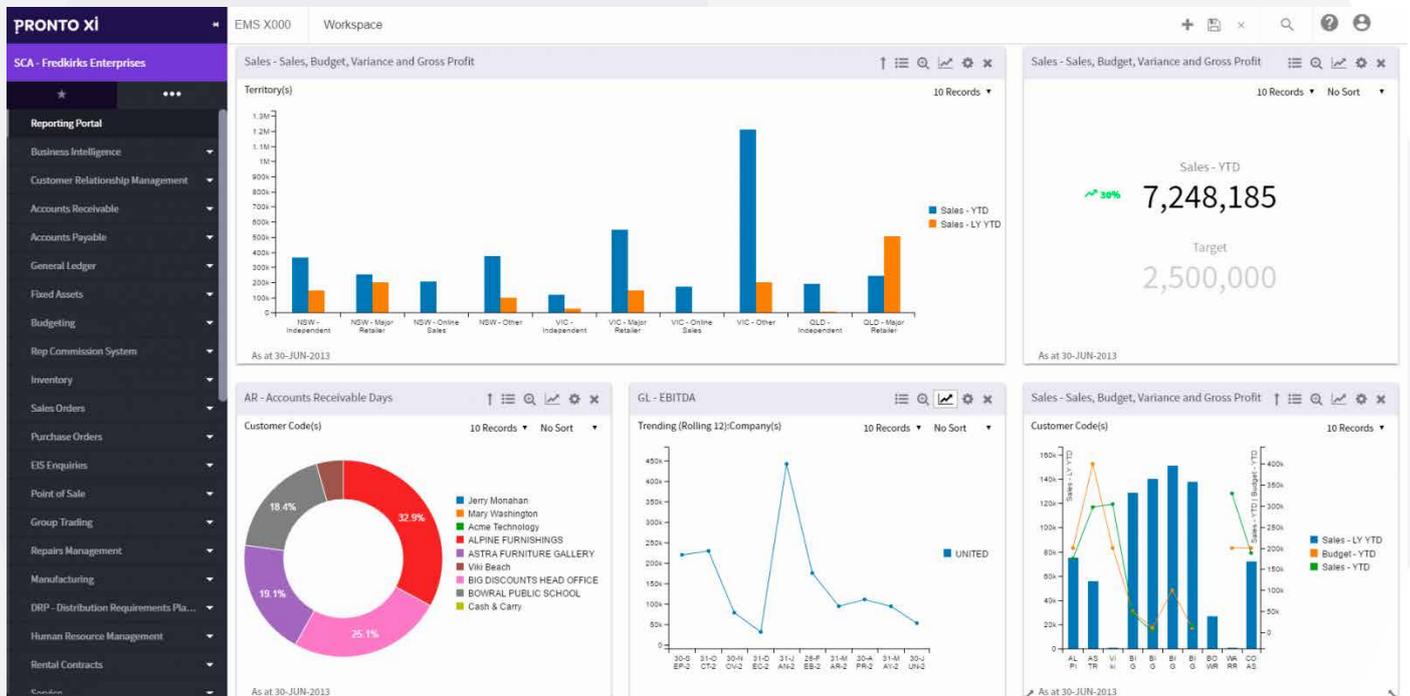
KPI Library General Ledger metrics

Pronto Xi's new KPI Library have a range of pre-configured KPI's that allow you analyse your business and get the insights you need to make effective and informed decisions.

All these metrics can be snapshot providing the ability to analyse trends over time.

These KPI's include:

- Current Ratio
- Quick Ratio
- Cash Ratio
- Working Capital
- Debt/Equity
- Return on Asset
- EBITDA to Sales
- Return on Equity
- Return on Capital Employed
- Revenue
- Cost of Sales (COGS)
- Gross Profit
- Operating Expenses
- EBIT
- EBITDA
- Net Income
- GL Accounts Receivable Values
- GL Accounts Payable Values
- Inventory Value
- GL Cash Value
- GL Investments



Pronto Xi Fixed Assets

Make the most of your assets

Fully manage all your fixed asset transactions, including acquisition, disposal, transfer, depreciation, revaluation and reporting, with Pronto Xi Fixed Assets.

Pronto Xi Fixed Assets module is a dynamic, robust and flexible suite designed to efficiently manage assets all the way from acquisition to disposal. The Fixed Asset suite is perfect for multinational companies dealing with multi-jurisdictional asset management and reporting.

Multiple depreciation regimes for each asset

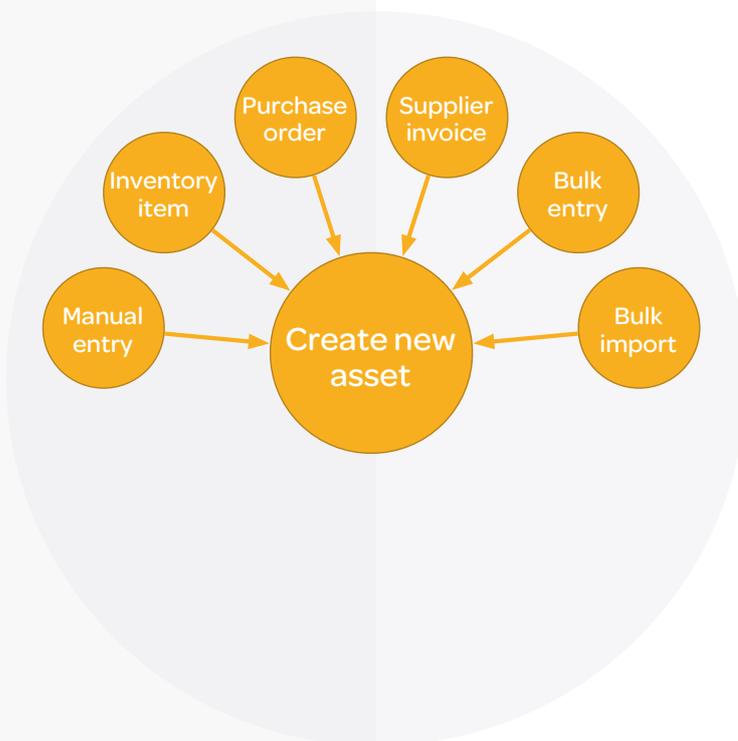
Each regime (e.g., book or tax) can have its own acquisition cost, depreciation method and depreciation rate — as well as retain a full transaction history. Attach unlimited alternative depreciation regimes to each asset.

Efficiency with bulk transactions and interaction with Excel

All the usual tasks associated with managing your fixed assets can be performed on an asset by asset basis or in bulk using the new bulk transaction functionality. Efficiency is further enhanced because these bulk transactions can be easily exported to or imported from Excel.

Other features include:

- post depreciation into next year – even when general ledger hasn't been rolled
- retain full transaction history for book, tax or any other depreciation regime, for as many years as you like
- enter transactions in bulk or on an asset by asset basis
- easily copy and paste from Excel to bulk transaction screens
- set default control accounts and only override the exception
- split depreciation expense across multiple accounts at the asset level
- set depreciation expense posting at an individual asset level
- revalue classes of assets using the new Asset Class field
- set separate user definable calendars against each depreciation regime



Acquisitions

There are five methods of processing an asset acquisition:

Manually

Create the asset profile from within the asset register, which posts amounts to a clearing account in the general ledger.

From inventory

Create an asset from an inventory item, automatically transferring the item from the inventory ledger.

From a purchase order

Create the asset profile while raising the purchase order or post directly to a specific general ledger account, making it easy to keep your asset register updated.

From a supplier's invoice

Create an asset profile while processing a supplier's invoice without the need to raise a purchase order.

Bulk asset entry

Acquire multiple assets in a single screen. This process also allows bulk asset acquisition by importing from Excel, of course the system provides all the necessary validations.

Asset Maintenance

Pronto Xi Fixed Assets uses a unique asset number or label for each asset, which can be manually or automatically generated. Additional numbers or labels can also be entered against an asset to aid identification (e.g. a motor vehicle registration number).

Associated assets may be linked in a parent-child relationship – for example, a 'parent' computer may have a keyboard and screen as 'child' assets.

Asset Maintenance allows you to view additional details (attachments, service maintenance or schedules)

You can also decide how to structure your assets for reporting purposes and easier management.

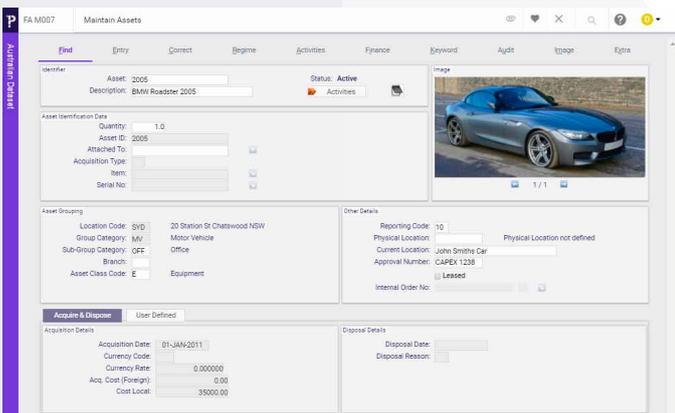
Fixed Assets interface with General Ledger

Pronto Xi Fixed Assets posts asset transactions directly to the relevant general ledger accounts.

Assets can be assigned to a group/location combination. These groupings allow things like depreciation and revaluation to be performed on a range of assets.

These groupings also determine general ledger posting and allow users to:

- set default control accounts and only override the exception
- split depreciation expense across multiple accounts
- set depreciation expense posting at an individual asset level



Activities for Asset: 2005



Options for Active

Dispose Asset

Improve Asset

Revalue Asset

Split Asset

Return Asset to Inventory

Improvements and revaluations

Use Pronto Xi Fixed Assets to record improvements to an asset. The improvement is an integral part of the asset – added to the book capital cost and included in the depreciable cost of the asset.

Pronto Xi also allows asset revaluations. The amount of the revaluation is offset to a general ledger account specified in the interface record and allows subsequent revaluations to be handled in accordance with the relevant standards.

Asset registration expiry date

The Asset Vehicle Maintenance screen tracks the vehicle's registration expiry, allowing Pronto Xi Alert Intelligence to notify users of impending expiry dates across relevant assets.

Asset usage bulk update

Assets can be grouped to simplify usage depreciation. For example, you can enter a figure for units consumed and apply it to an asset group. All assets in the group will be automatically updated with the new data.

Depreciation

There are four depreciation methods: straight line, diminishing value, units of use and variable depreciation.

Traditionally each asset has had book depreciation and tax depreciation, now users can have as many additional depreciation regimes as they like. Each regime can have a different depreciation method and rate. Each depreciation regime can be adjusted independently and each retains a full transaction history.

Where diminishing value depreciation is used, the amount of depreciation for each period can be weighted by applying spread factors

The variable depreciation can be used to meet the Modified Accelerated Cost Recovery System (MACRS) accounting requirements in the United States. The variable depreciation can also be used to assist with low-value pooling under Australian tax rules.

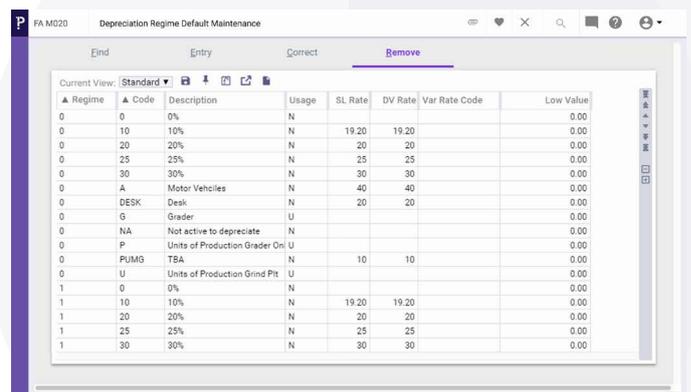
A detailed depreciation schedule can be reviewed before depreciation is posted and the asset register and general ledger are updated.

Disposals

Assets can be depreciated either individually or in bulk. When disposing of an asset, Pronto Xi Fixed Assets can calculate book depreciation up to the disposal date or for the full year in the year of disposal.

Once the disposal has been posted, no further transactions may be processed against the asset.

Balancing charges can be processed to allow a tax profit on disposal of an asset to be apportioned against the cost of a replacement asset.



Regime	Code	Description	Usage	SL Rate	DV Rate	Var Rate Code	Low Value
0	0	0%	N				0.00
0	10	10%	N	19.20	19.20		0.00
0	20	20%	N	20	20		0.00
0	25	25%	N	25	25		0.00
0	30	30%	N	30	30		0.00
0	A	Motor Vehicles	N	40	40		0.00
0	DESK	Desk	N	20	20		0.00
0	G	Grader	U				0.00
0	NA	Not active to depreciate	N				0.00
0	P	Units of Production Grader On	U				0.00
0	PUMG	TBA	N	10	10		0.00
0	U	Units of Production Grind Pit	U				0.00
1	0	0%	N				0.00
1	10	10%	N	19.20	19.20		0.00
1	20	20%	N	20	20		0.00
1	25	25%	N	25	25		0.00
1	30	30%	N	30	30		0.00

Pronto Xi Business Intelligence for Fixed Assets

Pronto Xi delivers a complete set of ready-to-go operational reports for finance and accounts staff to help run the day to day operation of their as well as provide real-time insight into its performance. Operational reports are provided with in-built filters and summary headers meaning users also have greater control and selection of the information that is reported.

Operational reports provided out of the box include: Acquisition

Displays values of all fixed assets by selected acquisition date. This report can also be used for reconciliation purposes.

Activity

View movements in value for any asset transacted between selected dates. Can also be used for reconciliation to GL accounts.

Disposal

Displays values of disposed assets by selected acquisition and/or disposal date ranges, including capital gain or loss on disposal.

Reconciliation

Allows Fixed Assets to be reconciled to the GL for a selected GL period.

Fixed Assets Transactions

View selected transactions by asset and transaction date, for reconciliation, investigation and data verification.

More features

Recording options:

- Asset history recording
- Recording of finance, land/property and motor vehicle details
- Maintenance of service history
- Expense recording
- Revenue recording for rental assets

Public Folders > Operational Reports > Fixed Assets

<input type="checkbox"/>	Name
<input type="checkbox"/>	 Business Dashboard Reports
<input type="checkbox"/>	 Drill Through Reports
<input type="checkbox"/>	 FA02 - Acquisition
<input type="checkbox"/>	 FA03 - Activity
<input type="checkbox"/>	 FA04 - Disposal
<input type="checkbox"/>	 FA05 - Reconciliation
<input type="checkbox"/>	 FA06 - Fixed Assets Transactions

Pronto Xi Accounts Receivable

Know what's coming to you

Fully integrated with Pronto Xi General Ledger and Sales, Pronto Xi Accounts Receivable automatically processes all sales transactions to Accounts Receivable with real-time postings to the general ledger.

Pronto Xi Accounts Receivable features include:

- Ageing by 7-day, 14-day, monthly or user-defined categories
- Flexible invoicing, tax options and charges
- Powerful sales analysis: enquiries, reports and budgeting
- Comprehensive cash receipting for both local and foreign values
- Automatic or manual cash allocation and full banking slips
- Part payments, retentions and credit claims
- Foreign currency, including loss/gain handling
- Support for foreign currency customer accounts
- Extensive bank reconciliation functionality
- Debt ageing, analysis and credit management
- Head office and branch accounts

Customer Maintenance

Customer Maintenance provides centralised control of your customer data, for operational efficiency and sound financial management.

Customer information is captured and used as default data in Pronto Xi Accounts Receivable and other modules. You can maintain very detailed information about your customers, including contacts, email addresses, banking information, currency, licensing details, warranty administration, multiple delivery addresses, delivery instructions and much more.

Ship to and bill to

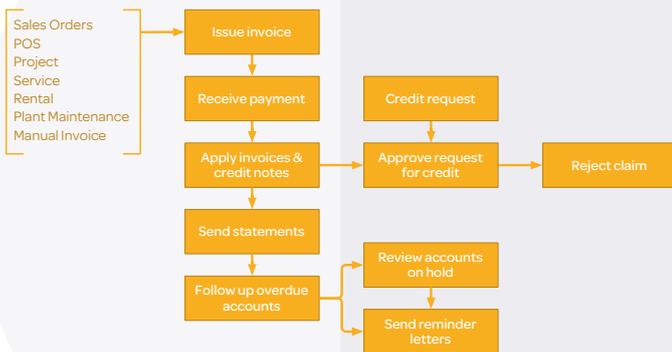
You can use Pronto Xi Accounts Receivable to set up and maintain head office and branch accounts. Sales may be held against, and shipped to, a branch account, while being billed to a head office account. You can define special pricing for the head office account, or for branch accounts.

Credit limit

Credit limits can be defined for each customer. New orders over the limit automatically go on credit hold. Orders on hold can only be released by an authorised credit officer.

A customer's credit can also be controlled by the age of outstanding invoices. For example, if the customer is under the specified credit limit but has unpaid accounts greater than 60 days, new orders can automatically be placed on credit hold.

Accounts can be placed on credit hold by changing the status to 'No Supply'. Additional holds can be placed on sales orders if the gross margin of the order is below a defined percentage.



Settlement discount

You can define a settlement discount for each customer. A user-defined table sets out the percentage discount allowed based on the number of days from the invoice date, number of days from the end of month, or on a specified cut-off date.

Security functions

Pronto Xi Accounts Receivable can mask users so they only have access to customers in specified territories. For example, you can give a state manager access to all territories, but limit the sales representatives to their respective territories.

More customer information

Default sales order information such as despatch warehouse, sales representative, territory, applicable tax and price level is defined by the customer master file. You can override these data during sales order entry. The defaults also define the reporting structure.

Additionally, the customer master file captures all the customer preferences or rules, such as:

- Send invoice with goods
- No statement required
- Purchase order required
- Charge interest on overdue accounts
- Allow part shipments
- Backorder handling instructions
- Backorder release priority
- Customised layouts for invoices, statements, etc

AR M001 Aged Balance and Sales History for Customer APA

Extra Credit Limit

Customer Ageing Details

Customer: APA Outstanding Balance: 1,024,862.99

Name: APA Group Pty Ltd PostDated: 0.00

Average Days Payment: 23 Future: 0.00

Current View: Standard

System Ageing Period of Oct. 2015-2016

	Aged Amount	Sales	Sales
Current period 2015 October	1,024,862.99	Current	991,693.63
1 period 2015 September		1 period	
2 periods 2015 August		2 periods	
3 periods 2015 July		3 periods	
4 periods 2015 June		4 periods	
5 periods 2015 May		5 periods	126,245.00
6 periods 2015 April		6 periods	
7 periods 2015 March		7 periods	
8 periods 2015 February		8 periods	208,479.50
9 periods 2015 January		9 periods	
10 periods 2014 December		10 periods	
11 periods 2014 November		11 periods	
12 periods 2014 October*		N/A	
Total	1,024,862.99	Total	1,266,418.13

Full enquiry functions

As well as viewing the full details of the customer master file and current transactions, you can interrogate the customer's file for ageing analysis, product sales history, sales orders, outstanding invoices, current inventory exposure, historical transactions, licenses or permits, complaints, delivery addresses, instructions etc.

Pronto Xi allows immediate access to current and historical sales orders and transactions through enquiry screens and reports.

Account conversions

You can change a customer's account code, which is useful if the account code is based on a name which changes. If a customer's business is taken over by another customer, you can merge the accounts.

All customers of a sales representative can be transferred to another representative, or all customers of one territory can be transferred to another territory.

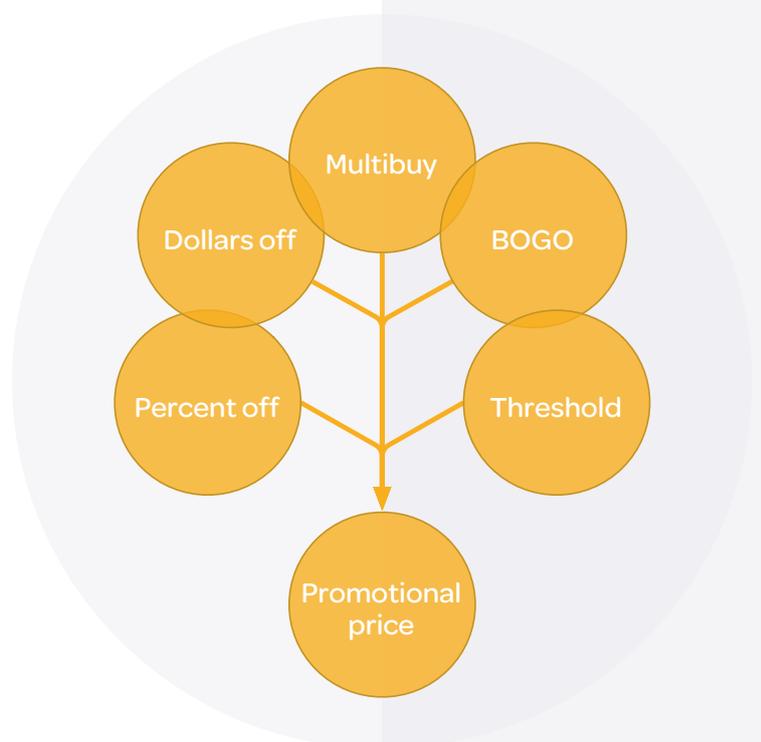
Customer pricing, discounts, promotions and rebates

Pronto Xi pricing structures can be adapted for each customer account or bill-to. The sell price is determined by a combination of customer and item attributes such as pricing levels, contract, territory, warehouse, customer group, product class, product type and item group.

The same flexibility is available for discounts, promotions and rebates.

Maintain your budgets and forecasts

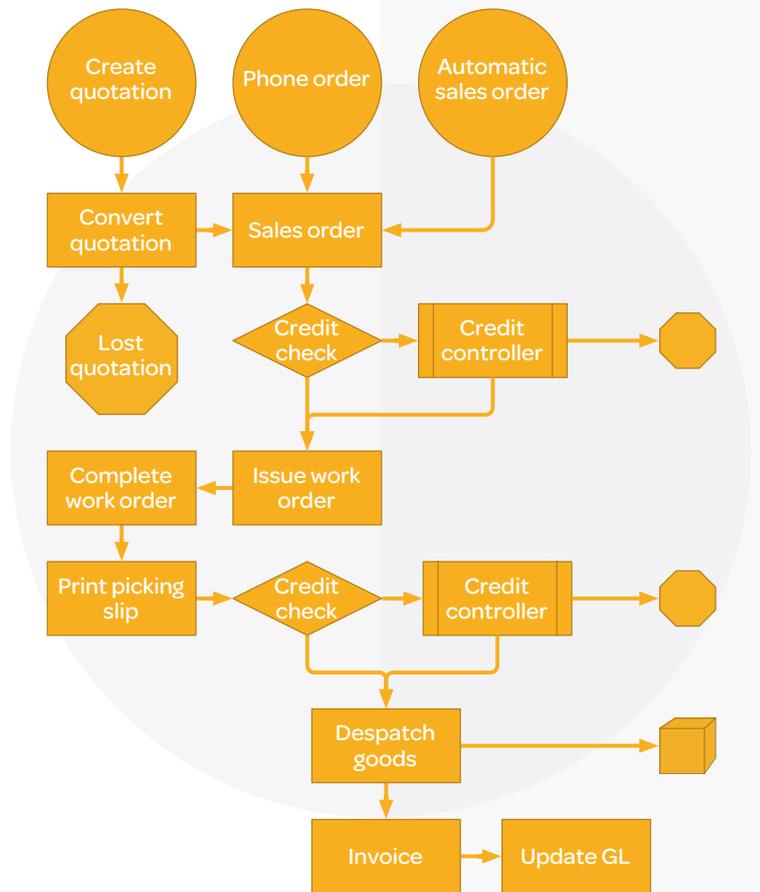
Configurable budgets allows users to create sales based budgets using any combination of attributes on the customer or inventory master records. The budgets can be created either daily, weekly or per period and based on a range of measures including: value, quantity, gross profit, gross profit % and quantity.

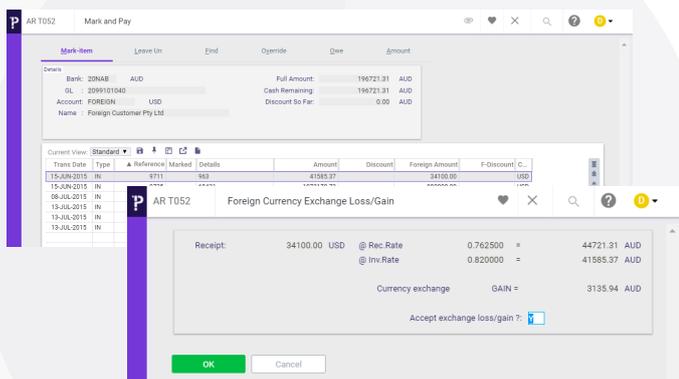


Invoices and credit notes

Pronto Xi Accounts Receivable can simplify straightforward sales order processing. For example, if you can take an order, create an invoice and post it to the customer, inventory items do not need to be created – instead, you can use a special descriptive line to record the sales information.

Where you are invoicing a customer for a non-stock item (e.g. recovery of expenses or miscellaneous revenue), the manual invoice is allocated to the appropriate general ledger account or accounts.





Cash receipting

There are a variety of allocation methods for cash receipts: they can be automatically or manually marked off against invoices; you can use one receipt to pay invoices from more than one customer account; or you can leave a receipt unallocated and mark it off against another invoice at a future date.

Pronto Xi Accounts Receivable allows the processing of foreign currency values, including associated bank charges. Any exchange gain or loss associated with the transaction is automatically calculated and posted.

Based on a user-defined global tolerance, any short payments can be automatically written off to a predefined general ledger account.

Similarly, processes are in place for dishonoured cheques and the automatic write-back of related transactions. Bank charges may be taken up in the general ledger or charged back to the customer, and a bank audit report produced. You can also print and reprint bank deposit (pay-in) slips.

Customer receipting, matching to invoices and other transactions can also be undertaken in the bank reconciliation programs.

Accounts Receivable journals

Pronto Xi Accounts Receivable supports the transfer of transactions via journal from one customer account to another. If you are using multiple control accounts, these transactions are only reflected in the general ledger if they represent activity in different control accounts. The net overall value of the accounts receivable ledger is not changed for these journals.

When a company is both a customer and a supplier, values held against the customer account may have contra transactions posted against the supplier account.

Specific transactions can be written off as bad debts when required, with automatic adjustments of consumer taxes.

Customer general ledger journals allow direct allocation of general ledger amounts to customers. This function is typically used for recharge of expenses.

End of Periods

A process to manage period-end rollovers minimises downtime and offline maintenance. This is particularly important for businesses operating in a 24/7 environment.

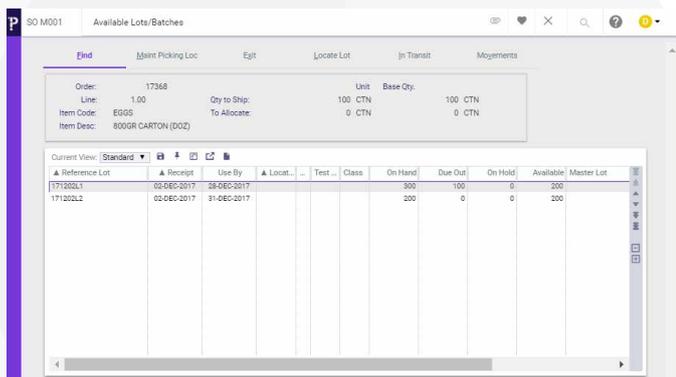
Each sub-ledger record has a period flag, allowing for a record-by-record period roll. It negates the need to log users out during the period rollover. A status screen provides detailed information on the rollover progress.

AR T036 Intra Journal Entry

Trans Date: 15-NOV-2017 Batch: 00NBP9

Debit Side		Credit Side	
Account	: JOHN2	Account	: KMART01
Name	: John Wilson Giftware	Name	: KMART HEAD OFFICE
Balance	: 980.00	Balance	: -1,078.00
Ageing	: Current 0.00	Ageing	: Current 0.00
	: 8 pers 980.00		: 8 pers -1,078.00
Reference	: 9529	Reference	: 9529
Ageing month	: 8	Ageing month	: 8
Details	: Tfer to KMART	Details	: Tfer from JOHN2
Tran Amt	: -980.00	Currency	:
		Rate	: 0.00000
		Foreign	: 0.00

OK Cancel



Special sales features

A number of features for specialised industries and sales order processing are available, including:

- Licenses or permits to purchase certain products (e.g. tobacco or liquor)
- Printing a customer's item number on the invoice if their item number is different from yours
- Allowing only specified customers to buy certain products (e.g. if you have exclusivity arrangements)
- Customer partial shipment policy – indicates whether or not a customer accepts backorders and how these backorders are handled
- Different form layouts where required by customers (e.g. invoices or statements)
- Order surcharge (fixed percentage or dollar amount for orders below minimum value)
- Mandatory input of customer purchase order number (reference) in order entry
- Defining a 'use by date' (minimum acceptable shelf-life of a product)

Admin/credit officer function

Credit officers may be responsible for debt collection, as well as controlling the level of credit to be extended to individual customers. The credit officer can place a customer on 'No Supply' until the customer pays their account, and subsequently override the 'No Supply' flag to release all or specific suspended orders.

The credit officer functions of Pronto Xi Accounts Receivable include sending overdue letters to customers and charging interest on overdue accounts.

Orders that exceed credit limits for a customer can automatically be placed on hold until a credit officer releases them. Each credit officer has value limits to control the amount they are able to release for a customer, and the value of individual credit notes they can authorise.

Sales representative commissions

Commissions to sales representatives, including bonuses and penalties, can be paid based on sliding scales. Special commission rates can also be set for specific item groups, with up to five sales commission breaks.

Bonuses and penalties can be used to encourage sales representatives to collect on outstanding debts and discourage them from offering discounts to customers.

The screenshot shows the 'Rep Codes' form in the Pronto Xi Accounts Receivable system. The form is titled 'Rep Codes' and has a menu bar with options: Find, Entry, Remove, Correct, Help, Breaks, Sales, Bank, Address, CRM Options, and POS Options. The form is divided into several sections:

- Identifier:** Rep Code: BS, Description: Barry Smith
- Details:** Location: [blank], Region: S (South - Vic & Sth Aust), Login ID: [blank], Employee No.: [blank], Start Date: 01-JUL-2005, End Date: [blank], Password: [blank], Territory: [blank], Minimum GP: [blank], GP Rule Group: [blank]
- Commission and Bonus Details:** Default 1st %: 0.00, Commission Rate: 4.50, Days for Bonus: 0, Bonus Rate: 0.00, Calculation Type: B (Breaks), Commission Base: S (Sales), POS DSS Controls: Access Level: [blank], Initial View: W
- Special Commission Rates:** A table with columns for Item Group, Description, and Commission Rate.

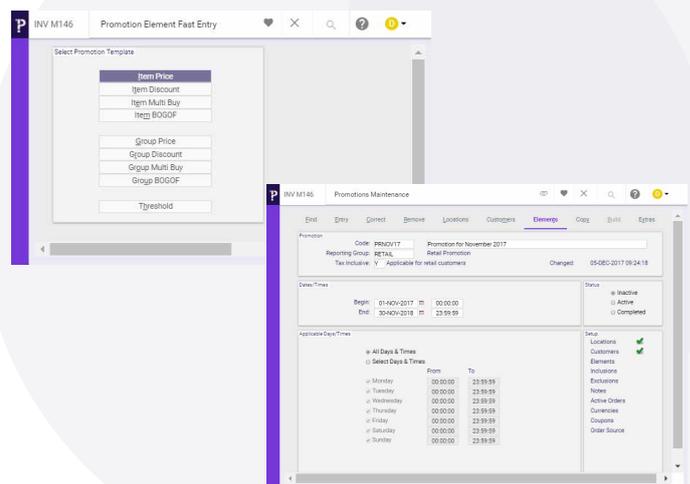
Item Group	Description	Commission Rate
ELEC	Electrical	5.50
REPR	Repairs	0.00

Retail Promotions

Retail Promotions is a feature of Pronto Xi Accounts Receivable that helps you manage and track promotions, related expenses and claims in dealing with retailers. Promotion history is captured at the transaction level for full reporting and powerful summary analysis.

The functionality of Retail Promotions includes:

- User-defined promotions and expenses (e.g. deferred or off invoice)
- Integration with Pronto Xi Sales, General Ledger and Customer Rebates
- Accrual of deferred expenses and rebates in Pronto Xi General Ledger, and review of these against the promotion and customer
- Options for how the promotion affects sales history and cost of goods sold
- Promotion status – active, on-hold, closed etc.
- Promotion start and end date
- Promotions established by customer and product, or customer and item group
- Use of rebate rules



Pronto Xi Business Intelligence for Accounts Receivable

Pronto Xi delivers a complete set of ready-to-go operational reports and business dashboards for finance and accounts staff to help run the day to day operation of the Accounts Receivable function as well as provide real-time insight into its performance. Operational reports are provided with in-built filters and summary headers meaning users also have greater control and selection of the information that is reported.

The KPI Library provides a wealth of important metrics allowing you to analyse and understand all aspects of your AR function. Importantly this data can be trended over time so you can analyse trends and proactively manage operations.

This information can be viewed via Cognos or Pronto Xi Workspaces.

Operational reports included as standard: Aged Trial Balance

Designed to display, per customer, the transactional values in historical ageing buckets by invoice or due date. When run as a summary, the report displays a value for each bucket with a percentage of the total. Users can drill on each bucket's value for any given customer to see a detailed view of that data.

Customer Transactions

View transactions by customer, by transaction date to allow reconciliation and issue investigation or for data verification purposes.

KPI Library Accounts Receivable metrics

Pronto Xi's new KPI Library has a range of pre-configured KPIs that allow you to analyse your business and get the insights you need to make effective and informed decisions.

All these metrics can be snapshot providing the ability to analyse trends over time.

These Accounts Receivable KPIs include:

- Balance and Ageing by Invoice Date
- Balance and Ageing by Due Date
- Customer Statistics
- New and Closed Customers
- Invoices – Value/Count
- Accounts Receivable Days
- Customer Zero Sales

Pronto Xi Accounts Payable

Manage debt, minimise liability

Pronto Xi Accounts Payable allows you to drill down into your supplier accounts, giving you a full view of supplier arrangements, transactions and approval levels.

Fully integrated with Pronto Xi General Ledger and Purchasing, Pronto Xi Accounts Payable features include:

- Separate purchase and pay-to accounts
- Customised cheque and remittance generation
- Automated payments processing by cheque, EFT and other formats
- Full purchase/payment history
- Multi-currency support (foreign and local bank accounts)
- Withholding Tax PAYG/1099
- Bank reconciliation for multiple banks
- Current and forward commitment tracking
- Recharging expenses back to customer account
- Easy purchase order, invoice and shipment matching

Supplier master

You can maintain detailed information about your suppliers with the supplier maintenance screen. This information is used as default data in all other modules, giving you central control over your supplier data for increased operational efficiency and sound financial management.

Supplier enquiries

Pronto Xi Accounts Payable supports a range of enquiries and analysis, including:

- Full transaction history
- Ageing analysis
- Commitment analysis
- Supplier and transaction notes
- Purchase order details and general ledger transactions
- Foreign and local invoice amounts
- Outstanding purchase orders

Supplier Type

Pronto Xi Accounts Payable uses the 'Supplier Type' field, which holds a user-definable code, to group suppliers into categories such as 'General', 'Contractor' or 'Trade'.

'Supplier Type' can be used to split accounts payable control accounts within the general ledger, while payment runs or user access can also be limited to particular accounts. This field is also a selection criterion for most accounts payable reports.

AP T003 Selective Invoice Payment

Report Options

Cheque/Draft/EFT :

Payment Selection :

Supplier Type :

Report Ranges

Start Account :

End Account :

Start Trans Date :

End Trans Date :

Pay By Date :

Minimum Payment :

Maximum Payment :

Limit Amount :

Easy options for payments

Pronto Xi Accounts Payable is easy to use and creates many options for payments:

- Draw a payment manually and enter its details against the supplier account or direct to a general ledger account, in local or foreign currencies
- Draw from foreign bank accounts and use a variety of currencies
- Automatically create a single payment
- Build, review and refine a file based on suppliers, minimum/maximum amounts, due dates and other selection criteria
- Automatically perform payment runs by selecting ranges of suppliers, due dates, amount limits and more

Pay-to account

Purchase goods from one supplier, but specify that the invoice should be paid to a different supplier account (ie. for head office/branch accounts).

This type of transaction can be set up using a supplier's 'pay-to' account to specify the parent account for payment. When using this functionality, the purchase history is stored against the branch account, while the amount owed is held against the head office or pay-to account.

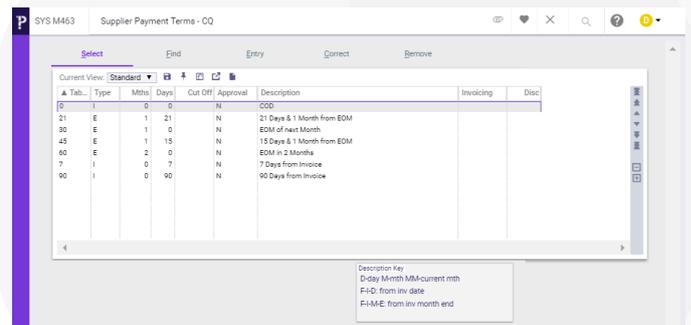
Payment terms

Pronto Xi Accounts Payable uses smart payment terms to calculate due dates for invoices. Options include the number of days from the invoice date or from the end of the month, or a specified cut-off date.

During invoice entry, the system automatically calculate the invoice due date based on the payment terms assigned to the supplier. This due date can be manually changed at any time before the invoice is paid.

Payment type

Pronto Xi Accounts Payable allows you to determine how a supplier is paid – by cheque, draft, Electronic Funds Transfer (EFT) or letter of credit.



AP M001 Maintain Supplier Accounts

Supplier: ABC Pay to: ABC Name: The ABC Trading Company NOTES EXIST

Balances

Opening Balance:	-7,100.00
Current Balance:	-9,200.00
Future Balance:	5,960.00
Outstanding Balance:	-3,240.00

Address Details

Name & The ABC Trading Company
 Address 1186 Toorak Road
 Yakboroo QLD

Tracking Dates

Last Payment: 05-DEC-2017
 Last Purchase: 09-DEC-2017
 Account Created: 19-DEC-2009

History

YTD Settlement Discount: 0.00
 YTD Purchases: -6,200.00

Supplier Details

Postcode: 4741 Tax Gp:
 Phone Country: Phone: 02-94365555
 Fax Country: Fax: 02-94365559
 Email: joanne.kelly@pronto.net
 ABN: 6671655251 DPIID:
 Mobile:
 Contact: Joel Garner

Supplier Details

Payment Select: L Local Settlement Disc: 5 5% 14 D F-I-D
 QL Acc/Dist Ref: 1001104270
 Payment Terms: 45 15 Days & 1 Month from I Purchase Disc %: 0.0000
 Auto Recq: Y Yes
 Payment Type: E EFT Leves/Volume: Unspecified
 Supplier Type: 10 10 General PG Policy: Not used
 Currency:
 Status with Supplier: OK Reporting Code:
 Tax Code: F
 Tax Exemption:
 Tax Code: F

Settlement discount code

You can automate the processing of discounts given by suppliers to encourage faster settlements, using the discount terms offered by each supplier.

Payment selection

A payment selection flag allows you to select suppliers for payment runs or reports. Suppliers are designated as:

- Local
- Foreign
- A priority code between 1 and 9
- A selection code between A and Z

Priority payment levels can be assigned to certain suppliers so that, for example, those that need to be paid promptly are given the highest priority.

Default General Ledger account

To simplify the processing of invoices, each supplier can be assigned a Default General Ledger account. For example, invoices from the local service station may default to a particular motor vehicle expense account.

Invoice transactions

Pronto Xi Accounts Payable incorporates a variety of invoice and credit note options, such as purchase order invoice, purchase return, credit note, shipment extra charge invoice, non-purchase-order invoice, asset invoice and recharge invoice. Each transaction can be processed in local or foreign currency.

For all invoice types, you can specify whether the sales order lines are consolidated or printed as individual lines.

Purchase order invoice

Invoices are linked to purchase orders. If the system identifies a variance, it must be accounted for during invoice entry. The system can be tailored to handle variances in a number of ways.

All invoices can be authorised for payment, regardless of the purchase order variance. The costing of authorised variances is automatically sent back to inventory, a project or a general ledger code.

Purchase return

If goods on a purchase order are returned when the invoice has been processed and not paid, the authorised payment amount will automatically be reduced by the value of the return.

Shipment extra charge invoice

These invoices link costs to shipments. Accounts Payable automates the costing of these charges across the shipment's inventory.

Non-purchase-order invoice

For invoices where a purchase-order is not raised, the invoice itself is directly allocated to a general ledger codes. This is typically done for utility invoices, telephone accounts and other indirect costs.

Asset invoice

Asset invoices allow accounts payable staff to create a fixed asset record within Pronto Xi Fixed Assets. The person managing the asset register can then add more information, such as depreciation rates.

Recharge invoicing

Recharge invoicing allows a supplier's invoice to be recharged directly to a customer.

Consumer taxes

Taxes are automatically calculated, however this can be overridden if the calculated amounts are different to the invoice's tax amounts.

AP M012 Periodic Payment Maintenance

Find Entry Correct Remove Supplier Enq Tax Details

Account Details

Account : 10WEST Pay to : 10WEST

Supplier Invoice No.: 5896345

Other Side Account : 1001106620 RentStore

GL Details : Rent Knox City Store

Our Reference Number: AB8654312

Tax Code: T 10.0000%

Amount: 5600.00

Payment Details

Payment Start Date : 01-JUL-2015

Payment End Date : 01-JUN-2019

Last Payment Date : 01-SEP-2017

Payment Period : M

Next Payment Due : 01-OCT-2017

Name and Address Details

Name : Westfield Knox City

Address : 1020 Burwood Hwy
Wantirna VIC

Postcode: 3152

Phone : 03 9741 5236

Invoice authorisation tracking

An approval and authority process can be configured to accurately track a supplier's invoice from the moment it is received, allowing you to see its status at any time and identify where delays are occurring or have occurred.

You can use invoice approval and payment approval both simultaneously or independently. You can also specify the approval conditions depending on the type of goods supplied, the value of the goods or even the supplier.

Periodic payments

Pronto Xi Accounts Payable can be set up to automatically process invoices for supplier accounts that need to be paid periodically, such as leases and insurances. Only those invoices that have a 'Next Run Date' equal to or less than the specified date will be processed.

The value and date of any periodic payment can be amended as required.

Current and forward commitments

The Payment Commitment by Supplier Report will keep you abreast of amounts that will become due in the coming months. Calculations are based on the value of purchase orders and shipments within the system that have not yet been invoiced.

Payments

There are four main methods available to pay supplier accounts, and payments may be made against local or foreign banks:

1. Draw a payment manually and enter its details against the supplier account

Any supplier invoice can be paid manually. If the payment was made in a foreign currency, bank charges and any exchange gain or loss (depending on currency fluctuations) will be posted to the general ledger.

2. Have payments automatically generated in a payment run

There is a great deal of flexibility in how and when payment runs can be automated for individual suppliers and groups of suppliers. Prior to completing the payment run, the user can reject payments, change due dates or part pay an invoice. Automatic payment options accommodate EFT payment, cheque printing or even a customised file for payment by a third party. Remittance advices may be printed as part of any payment run. Payment processing can be restricted to authorised personnel, and the payment register is automatically updated on completion.

3. Build a review file to fine-tune and selectively release payments

Multiple criteria can be used to build a file of supplier transactions. This can then be reviewed and refined using 'Mark' and 'Un-mark' for individual or multiple transactions. Listings of the currently selected transactions and suppliers may be produced at any time during the review process. On completion of the review, payments can be automatically created and processed in the same manner as the Automatic Payment function.

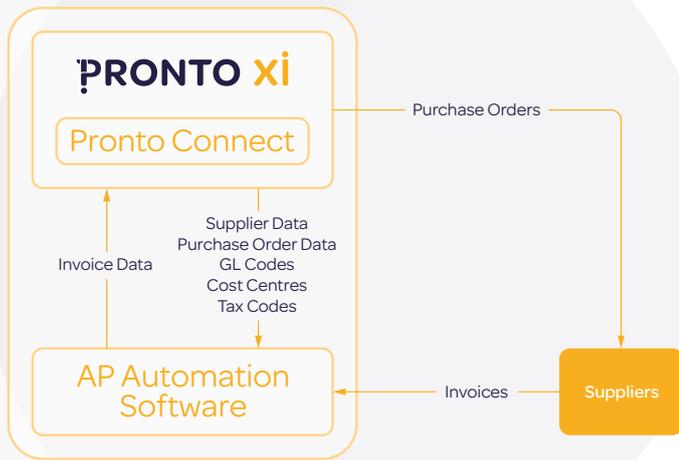
4. Use a letter of credit

You can raise a letter of credit, record drawings against a letter of credit and maintain letter of credit details.

The screenshot displays the 'Maintenance' screen for a Letter of Credit (L/C) entry. The window title is 'AP M010 Maintenance'. The interface includes a top navigation bar with icons for home, heart, close, search, help, and a user profile. Below the navigation bar, there are tabs for 'Find', 'Entry', 'Correct', 'Remove', and 'Drawings'. The 'Correct' tab is active. The main area contains a form with the following fields:

- L/C Number : 98745214
- Supplier : FOREIGN Foreign Currency Supplier P/L
- Financier : SMITH Smith Industries
- Currency : USD
- Exchange Rate : 0.662000
- Amount Available : 100000.00
- Terms in Days : 90
- Charges Amount : 0.00
- Description : New Order of Product X
- Type : LC Help!
- Commencement Date : 01-OCT-2017
- Termination Date : 31-JAN-2018

At the bottom of the form, there is a 'Maintenance' button and a scroll bar.



AP Automation integration

It is now easy to integrate third-party Accounts Payable (AP) automation solutions with Pronto Xi via a suite of APIs. You can reap the productivity and cost benefits of scanning and then processing supplier invoices electronically.

If any supplier invoices cannot be reconciled automatically, they are displayed so that they can be reviewed and validated before being posted to the sub-ledger and General Ledger.

AP M021 Review Parked Supplier Invoices - All

Find Header Entry Correct Details Remove Notes Validate All Validate One Mark Invoice Auto Invoice Supplier P/O Enquiry Shipment Tools Log

Current View: (Temp)

Status	Supplier	Supplier Name	T...	Type	V...	▲ Invoice	Trans Da...	Invoice Date	...	Discount	Amount ex Tax	Tax	Total Amount	PC
Invoice calc does not add up	ELECTRICAL	Electrical Supplier P/L	I	Normal Supplier Invo		23233	14-SEP-2016	14-SEP-2016	1.0	0.00	2000.00	200.00	2200.00	
Trans Date in closed Creditors	OFFICEWORK	Officeworks Ltd	I	Normal Supplier Invo		349723497	14-SEP-2016	10-SEP-2016	1.0	0.00	300.00	30.00	330.00	
Pending Validation	PLUMBER	Plumber R Us Pty Ltd	I	Normal Supplier Invo		23479287	14-SEP-2016	14-SEP-2016	0.0	0.00	0.00	0.00	0.00	

Supplier journals

Inter-supplier journals can be used to transfer transactions from one supplier account to another. If you are using multiple accounts payable control accounts, these transactions are only reflected in the general ledger if they represent activity in different control accounts.

Supplier journals allow transactions to be entered directly between a supplier account and a nominated general ledger account. Pronto Xi also supports contra journals between accounts payable and accounts receivable accounts where a supplier is also a customer.

Transaction history

At month-end, all invoices that have been paid in full are transferred to an archive file. Transactions in the archive are fully accessible from standard enquiries and reports.

Account conversions

It is easy to change a supplier's account code. This is useful if the account code is based on a name which changes. Similarly, if a supplier's business is taken over by another supplier, you can merge the two accounts.

The screenshot shows a software window titled 'P AR T028 Contra Customer to Supplier'. The window is divided into several sections:

- Customer/Supplier:** Account : LOCAL, Local Customer Pty Ltd; Supplier : LOCAL, Generic Local Supplier Pty Ltd.
- Customer Details:** Territory : 10; Warehouse : MEL; Rep Code : RS; Industry Code : ; Customer Type : RE; Marketing Code : .
- Address Details:** Name : Head Office; Address : 20 Lakeside Drive, Burwood East VIC; Postcode : 3151; Ph : 03-87455412; Fx : 03-87455478; Delivery Point ID : 3369999999999.
- Contra Details:** Invoice No. : 9623; Refund Amount : -1750.00; Existing Balance : \$11580.92; New Balance : \$9830.92; Comments: Transfer to LOCAL supplier.

At the bottom of the window are 'OK' and 'Cancel' buttons.

Bank Statement Entry for: NAB Bank

Entry Correct Remove Trans Detail Statement Print Reconcile Bank Unpresented Exit

Statement Details
 End Statement: 31-OCT-2015 Opening Balance: 3,356,407.64 Closing Balance: 3,502,312.50
 Less Reconciling B/F: 0.00
 Less Debits: 479,919.71
 Plus Credits: 1,115,811.16 Remaining: -489,695.59

Current View: Standard

Auto	Presented	Type	Transaction Details	Reference	Account	Batch	Debit	Credit	Write Off Value
		C			-MULTI -MULTI+ACC	-MULTI	6,900.00		0.00
	23-JUN-2015	J	Payroll Transfer	BATCH W	CONB01		7,314.81		0.00
	09-JUL-2015	C			-MULTI -MULTI+ACC	-MULTI	28,227.40		0.00
	19-JUL-2015	C			-MULTI -MULTI+ACC	-MULTI	30,800.00		0.00
	01-AUG-2015	J			-MULTI -MULTI+ACC	-MULTI	27,070.86		0.00
	06-AUG-2015	J	Payroll Transfer	BATCH W	CONB06		8,798.14		0.00
	12-AUG-2015	CF	EFT Presented	BATCH CATER	CONB02		50,000.00		0.00
	15-AUG-2015	J	Payroll Transfer	BATCH M	CONB11		11,692.25		0.00
	20-AUG-2015	J	Payroll Transfer	BATCH W	CONB0C		10,176.44		0.00
	27-AUG-2015	CF	EFT Presented	BATCH WESTFIELD	CONB03		18,300.00		0.00
	27-AUG-2015	J	Payroll Transfer	BATCH W	CONB0C		9,678.25		0.00
	01-SEP-2015	CF	EFT Presented	BATCH AVERY	CONB05		807.95		0.00
	03-SEP-2015	J	Payroll Transfer	BATCH W	CONB0K		10,687.44		0.00
	07-SEP-2015	U	Deposit Presented		-MULTI -MULTI+ACC	-MULTI		3,224.00	0.00
	09-SEP-2015	C			-MULTI -MULTI+ACC	-MULTI	190,302.80		0.00
	09-SEP-2015	U	Deposit Presented		-MULTI -MULTI+ACC	-MULTI		7,234.50	0.00
	09-SEP-2015	U	Deposit Presented		-MULTI -MULTI+ACC	-MULTI		125,414.50	0.00
	09-SEP-2015	U	Deposit Presented	CR BATCH KINGLOG	CONB01			19,884.20	0.00
	10-SEP-2015	J	Payroll Transfer	BATCH W	CONB0L		11,056.25		0.00
	11-SEP-2015	C			-MULTI -MULTI+ACC	-MULTI	16,800.00		0.00
	15-SEP-2015	J	Payroll Transfer	BATCH M	CONB05		11,580.73		0.00
	17-SEP-2015	J	Payroll Transfer	BATCH W	CONB06		11,151.14		0.00
	24-SEP-2015	J	Payroll Transfer	BATCH W	CONB0N		11,028.25		0.00
	29-SEP-2015	U	Deposit Presented	CR BATCH MCMAULLIN	CONB0T			5,142.50	0.00
	29-SEP-2015	U	Deposit Presented		-MULTI -MULTI+ACC	-MULTI		325,247.58	0.00
	30-SEP-2015	U	Deposit Presented	CR BATCH MINE	CONB0E			246,653.88	0.00

Bank statement entries and reconciliation

Pronto Xi Accounts Payable allows you to print payment registers by bank, showing presented payments, unpresented payments, or both. The register allows for maintenance requirements and will always display the current status of the payment.

Bank statement details, including electronic transfers, deposits and various bank and government charges, can be entered manually, or alternatively you can download bank statements directly from the bank and edit them as required.

PRONTO XI EMS X014 New Workspace

Projects and Services (740.1)

Ok, time to create your widget

Family: Finance

 AP - Accounts Payable Days	 AP - Balance and Ageing - Invoice Date	 AP - Balance and Ageing - Pay By Date	 AP - Invoices
 AP - New Suppliers	 AP - Supplier Statistics	 AR - Accounts Receivable Days	 AR - Balance and Ageing - Due Date

- Reporting Portal
- Cognos via Web
- Business Intelligence
 - KPI Data View
 - Sales and Inventory KPI Analysis
 - Business Dashboards
 - BI Administration
 - KPI Library**
 - KPI Data Quality Manager
 - Reporting Hierarchies
 - KPI Sales Reconciliation
 - KPI GL Hierarchy Reconciliation
 - Customer Relationship Management
 - Accounts Receivable
 - Accounts Payable
 - General Ledger
 - Rep Commission System

Pronto Xi Business Intelligence for Accounts Payable

Pronto Xi delivers a complete set of ready-to-go operational reports and business dashboards for finance and accounts staff to help run the day to day operation of the Accounts Payable function as well as provide real-time insight into its performance. Operational reports are provided with in-built filters and summary headers meaning users also have greater control and selection of the information that is reported.

The KPI Library provides a wealth of important metrics allowing you to analyse and understand all aspects of your AP function. Importantly this data can be trended over time so you can analyse trends and proactively manage operations.

This information can viewed via Cognos or Pronto Xi Workspaces.

Operational reports out of the box include: Aged Trial Balance

Designed to display, per customer, the transactional values in historical ageing buckets by invoice or due date. When run as a summary, the report displays a value for each bucket with a percentage of the total. Users can drill on each bucket's value for any given customer to see a detailed view of that data.

Supplier Transactions

View transactions by supplier, by transaction date to allow reconciliation and issue investigation or for data verification purposes.

Payment Commitments by Supplier

Forecast future payable amounts based upon due date to assist cash flow forecasting.

Foreign Currency Exposure

Provides details of foreign currency that is owed by supplier and invoice.

KPI Library Accounts Payable metrics

Pronto Xi's new KPI Library have a range of pre-configured KPI's that allow you analyse your business and get the insights you need to make effective and informed decisions.

All these metrics can be snapshot providing the ability to analyse trends over time.

These Accounts Payable KPI's include:

- Balance and Ageing by Invoice Date
- Balance and Ageing by Due Date
- Supplier Statistics
- New Suppliers
- Invoices – Value/Count
- Accounts Payable Days

Pronto Xi Resource Management

Maximise your greatest assets

Make sure you have the right people in the right place at the right time with the right equipment.

Resource Management is a significant new module in Pronto Xi 740. Resources Management allows businesses to plan and manage both human and non-human (asset) resources in a single module.

Where the resource is a human there will be a link between an employee master and a resource master. Resource Management has additional features and functionality which will be available only to employees linked to a resource.

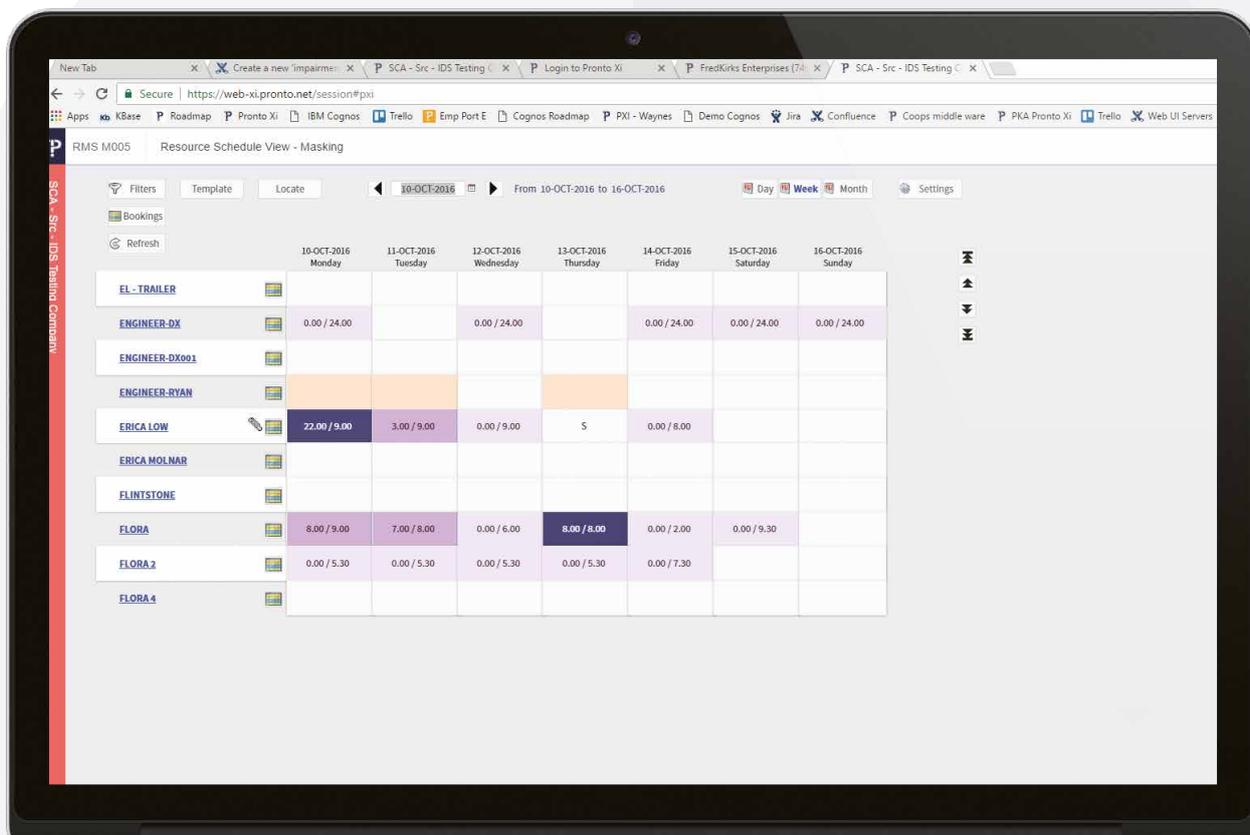
This new functionality within Resource Management that affects employees includes:

- Time Based Timesheets
- Basic Awards
- Rostering

Resource Management allows businesses to plan and manage their work requirements across large groups of human and non-human resources within a single central module.

Link Resource Master Records to other data such as Employees, Engineers, Suppliers, Assets or Serial items to manage resources within the centralised Resource Schedule view. Identify any over - or under- utilisation of resources with ease and use the screen to facilitate any re-allocations.

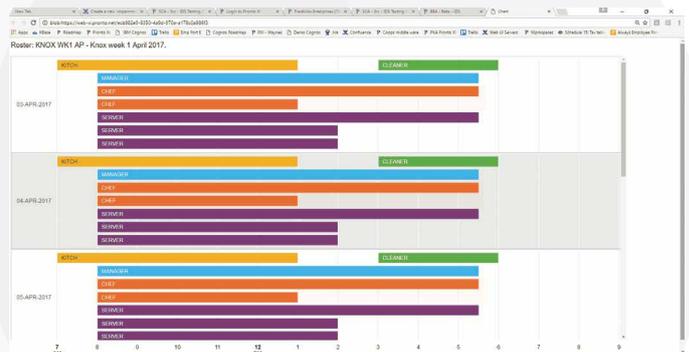
Benefit from more efficient work allocation to Project Tasks or Service Calls with user-defined Resource Attributes, like skill codes or position details. Invoke attribute filters to isolate the most appropriate resource for the job.



SCA - Src - IDS Training Company

	10-OCT-2016 Monday	11-OCT-2016 Tuesday	12-OCT-2016 Wednesday	13-OCT-2016 Thursday	14-OCT-2016 Friday	15-OCT-2016 Saturday	16-OCT-2016 Sunday
EL-TRAILER							
ENGINEER-DX	0.00 / 24.00		0.00 / 24.00		0.00 / 24.00	0.00 / 24.00	0.00 / 24.00
ENGINEER-DX001							
ENGINEER-RYAN							
ERICA LOW	72.00 / 9.00	3.00 / 9.00	0.00 / 9.00	5	0.00 / 6.00		
ERICA MOLNAR							
FLINTSTONE							
FLORA	8.00 / 9.00	7.00 / 8.00	0.00 / 6.00	8.00 / 8.00	0.00 / 2.00	0.00 / 9.30	
FLORA2	0.00 / 5.30	0.00 / 5.30	0.00 / 5.30	0.00 / 5.30	0.00 / 7.30		
FLORA4							

Awards apply automatically to timesheets entered by staff, with normal and overtime hours apportioned in accordance with the award definition. Award-specific allowances are also taken into account to ensure employees are compensated appropriately.



RMS M007 Award Shifts

Correct Remove Times Copy Chart

Award
Code: ACED CARE
Description: Aged Care Award

Shift
Code: MORNING
Work Rate:
Normal Hours: 7.50
Time & Half Hours: 2.00
Double Hours: 4.00
Double & Half Hours:
Shift Start Time: 07:00:00
Early Start Pay Scale: 1 Normal

Pay Code: 1000 ORDINARY TIME
Pay Code: 1001 TIME AND HALF HOURS
Pay Code: 1002 DOUBLE TIME
Pay Code:

Pronto Xi Payroll

Role control

Designed specifically for Australian organisations, Pronto Xi Payroll makes managing employee wages, entitlements, payments and accruals straightforward.

Pronto Xi's fully integrated Payroll module gives you control over employee pay requirements and the flexibility needed to manage multiple pay frequencies.

Numerous allowances and deductions can be created, along with leave types, lump sum payments and salary sacrifice deductions. Overtime payments and shift penalties are easily handled by multiplying the normal pay rate and a scaling factor.

The hours worked by an employee can be defined as a permanent transaction, entered on an ad hoc basis each pay run, or recorded using timesheets. Employees with payment frequencies from weekly to monthly can be paid in a single pay run.

Pronto Xi Payroll calculates and deducts the correct amount of income tax from each employee's pay according to a tax rate table, which can be updated if tax law changes. Provision is also made for before-tax and after-tax additions and deductions, as well as tax adjustments.

Personal leave, annual leave, long service leave and rostered days off are automatically accrued according to awards or individual requirements.

There is a high degree of flexibility in defining leave conditions. You can differentiate between accrued and entitled leave, and set different accrual rates before and after a prescribed qualifying period. Transactions can be posted in any pay run representing leave taken, leave loading or payments in lieu of leave.

Leave conditions can be defined with great flexibility. You can differentiate between accrued and entitled leave, and set different accrual rates before and after a qualifying period. Transactions representing leave taken, leave loading or payments in lieu of leave can be posted in any pay run.

You can maintain separate general ledger accounts, which are automatically posted, for salary and wages, leave payments, and provisions for leave and superannuation.

Pronto Xi Payroll handles Electronic Funds Transfer payments.

Employee details

A broad range of employee details can be entered to make your company's payroll as automatic as possible:

- Full remuneration details, including information about tax rebates and allowances, tax declarations, Medicare exemptions and any HELP debt
- Superannuation details, including payments by both employer and employee, and for multiple superannuation funds, as either a percentage or fixed value
- Leave details, including any special entitlements
- Banking details, with the ability to make payments to multiple banks and to pay a percentage or fixed value in cash

You can also register permanent transactions to be made for an employee such as normal hour's deductions, allowances, garnishee debts, child support, superannuation contributions and advance loans, as well as set the tax deduction to a certain percentage if the employee has an income tax variation.

Year-to-date (YTD) transactions for each employee can be viewed, with a drill-down to full details of each pay run.

PAY M108 Maintain an Employee

Find Correct Entry Remun Banking Perm Trans Super Leave Earnings Notes SuperStream Attachments Audit Positions Subordinates Extra

Employee Details

Employee No: 00124

Title: Ms

Initials: BB

Given Names: Bridget

Surname: BROWN

Preferred Name: Bobby

Date of Birth: 15-DEC-1967

Role: 210 Accountant

Occupation: Accountant

User ID:



Gender: F Female

Marital Status: M Married

Children: 4

Address Details

Address: 20 Lakeside Drive
Burwood East VIC

Postcode: 3151

Home: 03 7654 3456

Mobile: 0987 567 890

Emergency: 03 6765 4321

Email 1: test2pronto.com.au

Email 2: home@optusnet.com.au

P/Slip Password:

Employment History

Commenced On: 01-MAY-1997

Terminated On:

Terminated By:

Leaving Reason:

Contract Details

Start:

End:

Other Details

Partners Name: Joanne Brown

Emg Contact: 0987 5687 3424

Review Date: 01-MAY-2012

Prompt Date 2:

Payroll Details

Payroll No: W Weekly Payroll

Pay Point: A Administration

Department: OFF Office

Classification: Not Used

State: VIC

Country:

Location: OFF Office

Sub-Location: A Admin

Category: 02 Office

Officer Class: N

Group:

Leave Class:

Timesheet Class:

Position Details

Primary Position: 2 Accountant

Manager: 1 State Manager

Detail

All

Current View: Standard [Icons: save, pin, refresh, share, print]

Status	Description	Batch Count
10	Pay Run Processed	4
40	Pushed to ATO	2

Single Touch Payroll

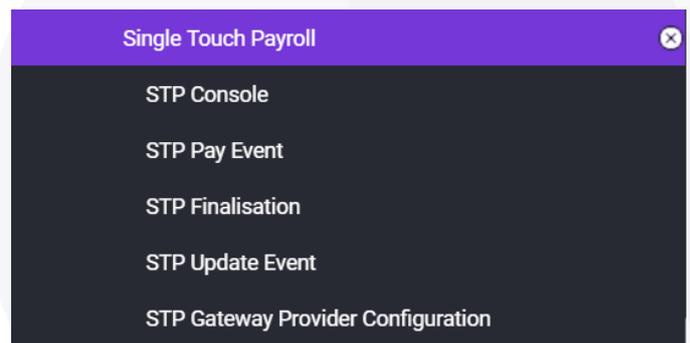
From 1 July 2018, Australian employers with 20 or more employees, are required to comply with Single Touch Payroll (STP) legislation. If your business has 19 or less employees, you will need to comply from 1 July 2019, subject to that legislation being passed in parliament – or you may opt in from 1 July 2018.

Employers need to report payments such as salaries and wages, pay as you go (PAYG) withholding and superannuation information to the Australian Taxation Office (ATO) when their employees are paid.

Pronto Xi is STP compliant and enables businesses to complete seamless reporting to the ATO.

The STP menu offers the following functions:

- STP console to help manage your STP submissions with the ATO
- STP Pay Event to submit pay run batches to the ATO
- STP Finalisation to send confirmation that employee year to date (YTD) information is final to the ATO
- STP Update Event to submit corrections to employee YTD to the ATO
- STP Gateway Provider Configuration to setup the link to the ATO via the third party gateway



Pay run workflow

The steps to prepare and perform a pay run are simple and logical.

Start pay run

This operation clears the previous pay run and allows you to set the pay run date.

Select employees for this run

Pronto Xi Payroll includes permanent pay transactions for employees selected in the pay run. Employees who have a next pay date after the date being processed will not be included; neither will employees whose pay is stopped for the current pay period (such as employees on leave without pay or suspended).

Timesheet entry

This allows you to add, modify or delete timesheets before processing the pay run.

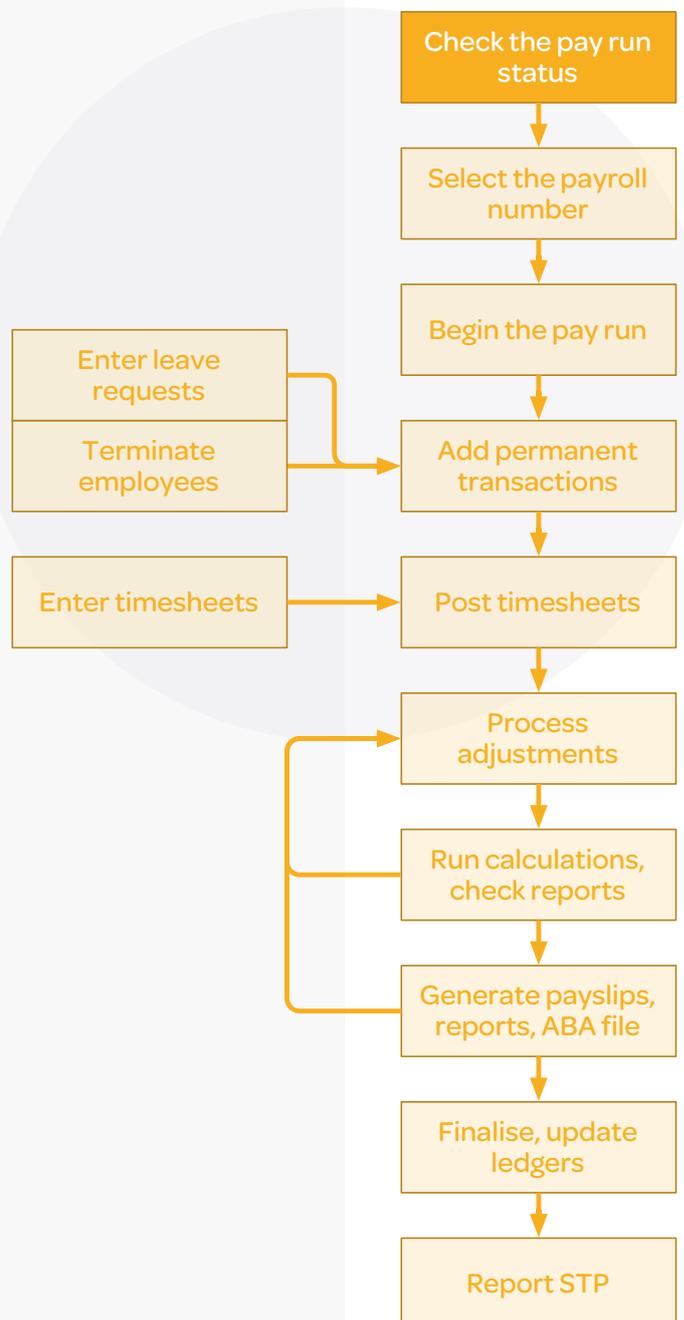
Pronto Xi Payroll can generate the pay transaction for the employee for the period using:

- The hours for each day keyed into the timesheet
- A table of pay scales for different types of day (ie. normal, weekend, overtime, public holiday)
- A calendar of public holidays

Variations to the timesheet entry screen cater for the needs of recruitment agencies and users of Pronto Xi Project.

Calculate Earnings for This Pay Run

Based on permanent transactions and timesheet entries, Pronto Xi Payroll will calculate the PAYG tax to be deducted, as well as any allowances and deductions, to arrive at the net value to be paid to each employee in the pay run.



PRONTO Weekly AW		PAYSリップ	
SOFTWARE ABN: 62272639001		Paid From:	04-DEC-2017
Employee - JON01		Paid To:	10-DEC-2017
MJ CITIZEN (PLANT OPERATOR 6B) 20 LAKESIDE DVE EAST BURWOOD 3151		Pay Date:	10-DEC-2017
Annual Salary: 78,063.20			
TIME BASED & LEAVE EARNINGS			
	Worked	Rate	This Pay
NIGHT SHIFT 1.30X	32.00	48.8020	1,561.66
NIGHT SHIFT 2X	8.00	75.0800	600.64
RDO ACCRUAL	2.00-	37.5400	75.08-
Total Hours			
	38.00		
GROSS SALARY		2,087.22	3,964.22
LESS TAX		577.00	1,072.00
NETT PAY		1,510.22	2,892.22
SUPERANNUATION			
	Amount	This Pay	Year to date
Company Super : CBUS	@ 9.50%	141.23	319.55
BANK DETAILS			
Account Name	Acct. No.	Amount	
MATT CITIZEN	521571079	1,410.22	
XMAS FUND	12352412	100.00	

Four reports will be produced:

- Errors and Warnings – Errors are shown and the pay run is suspended until they are corrected. Warnings of discrepancies (e.g. a person who has taken more leave than their entitlement allows) do not stop the pay run
- Full details of the amounts being paid to each employee in this pay run, including tax and other deductions
- Summary for each employee displaying leave accruals as well as gross and net tax, and all other allowances and deductions
- Comparisons of an employee's current pay and previous pays, showing any variances

Print pay slips and other advices

This function exports a file to order electronic transfers of funds from the company bank account to employees' accounts.

It also creates the employee's pay slip, with details of all amounts paid and deducted. Leave accrued, used and outstanding, such as annual leave, personal/carer's leave, rostered days off (RDO), and other forms of leave recognised by your organisation, can be included.

The General Ledger Postings Report is also created at this point, displaying full general ledger details to be posted.

Update employees

As the final step in the pay run, Pronto Xi Payroll and General Ledger are updated. In particular, Pronto Xi will:

- Update the employee's earnings history
- Write the pay transactions to the employee
- Update the employee's entitlements for any leave accrued, entitled and/or taken
- Update the YTD history by pay code
- Update the general ledger accounts that are affected by Payroll processing

There is also the option to restore the previous pay run, should the need arise.

PAYG payment summary - individual non-business
 Payment summary for year ending 30 June 2018

Payee Details
 MATTHEW CITIZEN
 20 LAKESIDE D'VE
 EAST BURWOOD
 VIC. 3151

NOTICE TO PAYEE
 If this payment summary shows an amount in the total tax withheld box, you must lodge a tax return. If no tax was withheld, you may still have to lodge a tax return. For more information on whether you have to lodge, or about this payment and how it is taxed, you can:
 - visit www.ato.gov.au
 - phone 13 28 61 between 8.00am and 6.00pm, Monday to Friday.

Period of payment	Day/Month/Year 01-JUL-2017	to	Day/Month/Year 30-JUN-2018	
Payee's tax file number	847 555 140			TOTAL TAX WITHHELD \$ 1072
				Lump sum payments
Gross payments	\$ 3964	S	A	\$
CDEP payments	\$		B	\$
Reportable fringe benefits amount FBT Year 1 April to 31 March	\$		D	\$
Is the employee exempt from FBT under section 57A of the FBTAA 1986?				
Reportable employer superannuation contributions	\$		E	\$
Total allowances	\$			

Total allowances are not included in Gross payments above. This amount needs to be shown separately in your tax return.

Payer details

Payer's ABN Number _____ Branch number _____
 Payer's name _____
 Privacy - For the information about your privacy, go to ato.gov.au/privacy

Signature of authorised person _____	Date _____
--------------------------------------	------------

Fringe benefits tax

Pronto Xi Payroll allows for entry of an employee's 'grossed-up' annual fringe benefit tax (FBT) amount. This amount should be entered prior to processing the payment summary, where the FBT must be included.

Payment summary

A payment summary can be printed:

- For one or more employees
- For all employees
- By ABN
- For a range of locations
- For current employees only, or terminated employees
- On blank office paper or pre-printed stationery

Information required by the Australian Taxation Office is available on magnetic media, electronic transfer, or paper.

End of year

Pronto Xi Payroll prepares for the start of a new financial year by:

- Clearing all earnings history records
- Clearing all previous year totals from employee and pay code records
- Setting payment summary flags to 'not printed'
- Setting the new payroll financial year

This process is done after payment summaries have been run, and before the first pay is run in the new financial year.

Human Resource Management

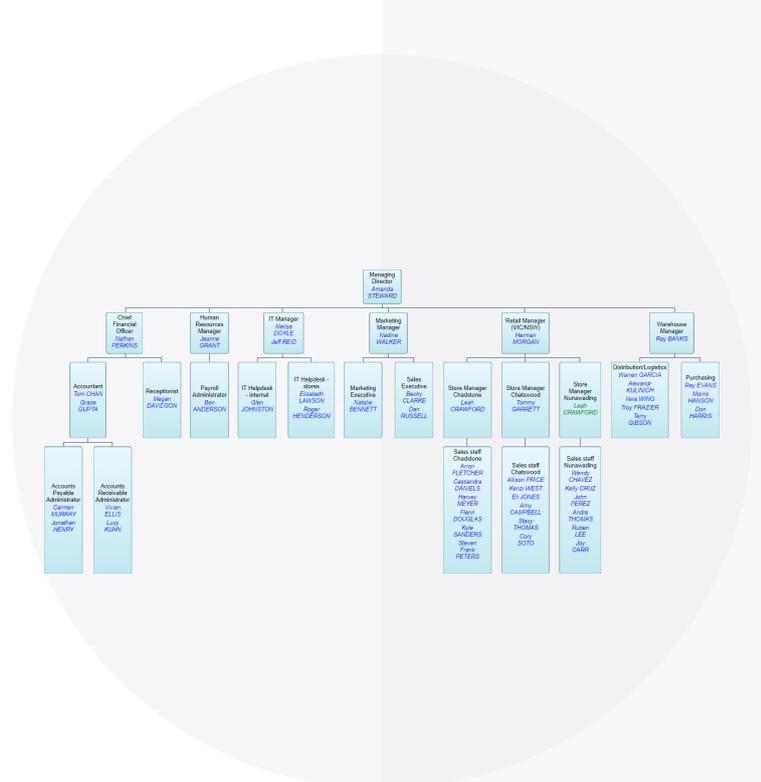
Human Resource Management (HRM) allows you to control the detailed information you need to meet the personnel management requirements of a large organisation. HRM is fully integrated with Pronto Xi Payroll and includes the following features:

- A user-definable organisation structure
- Recording of internal and external training
- Position vacancy tracking
- Employee position and salary summary
- Easy-to-maintain leave administration
- Human resource planning
- Ability to review all applicant details for each vacancy
- Statistical analysis of all employment categories

Reports

Pronto Xi Business Intelligence with IBM Cognos provides an extensive range of reports and report authoring solutions to meet your organisation's payroll information needs. Reports available in Pronto Xi Payroll include:

- Earnings by Pay Code
- Leave Liability
- Payroll Tax
- Superannuation Remittance Advice
- Superannuation History



Pronto Xi Employee Portal

Leave it to me

Empowering your employees and managers increases their satisfaction and efficiency.

Managing human resources places a large administrative burden on many companies. By reducing paper-based processes and streamlining tasks, Pronto Xi will help reduce this burden.

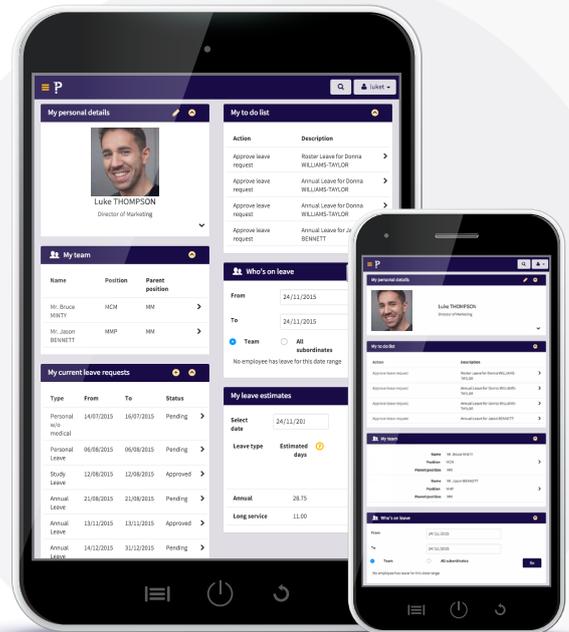
Built as a fully responsive web application, Employee Portal gives managers direct access to employee-related information, while employees can quickly perform day-to-day tasks on the go using a PC, tablet or phone.

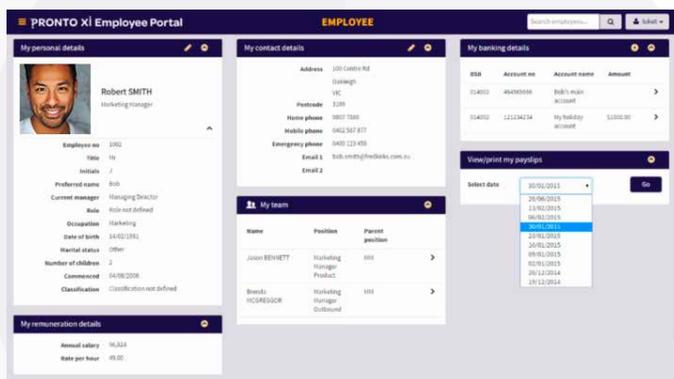
Wherever your staff are, they can:

- Enter standard timesheets, project timesheets and allowances
- If users are using Resource Management Timesheets in the Employee Portal they'll be able to enter Total Hours or Start/Stop times and benefit from the award translation and automatic assignment of allowances.
- View and update personal details such as name, address and banking details
- Submit leave requests and attach digital paperwork such as medical certificates
- View and reprint payslips

Managers have access to extended capabilities:

- View leave requests and submitted timesheets
- Manage their to-do list such as leave request and timesheet approvals
- Estimate future leave balances





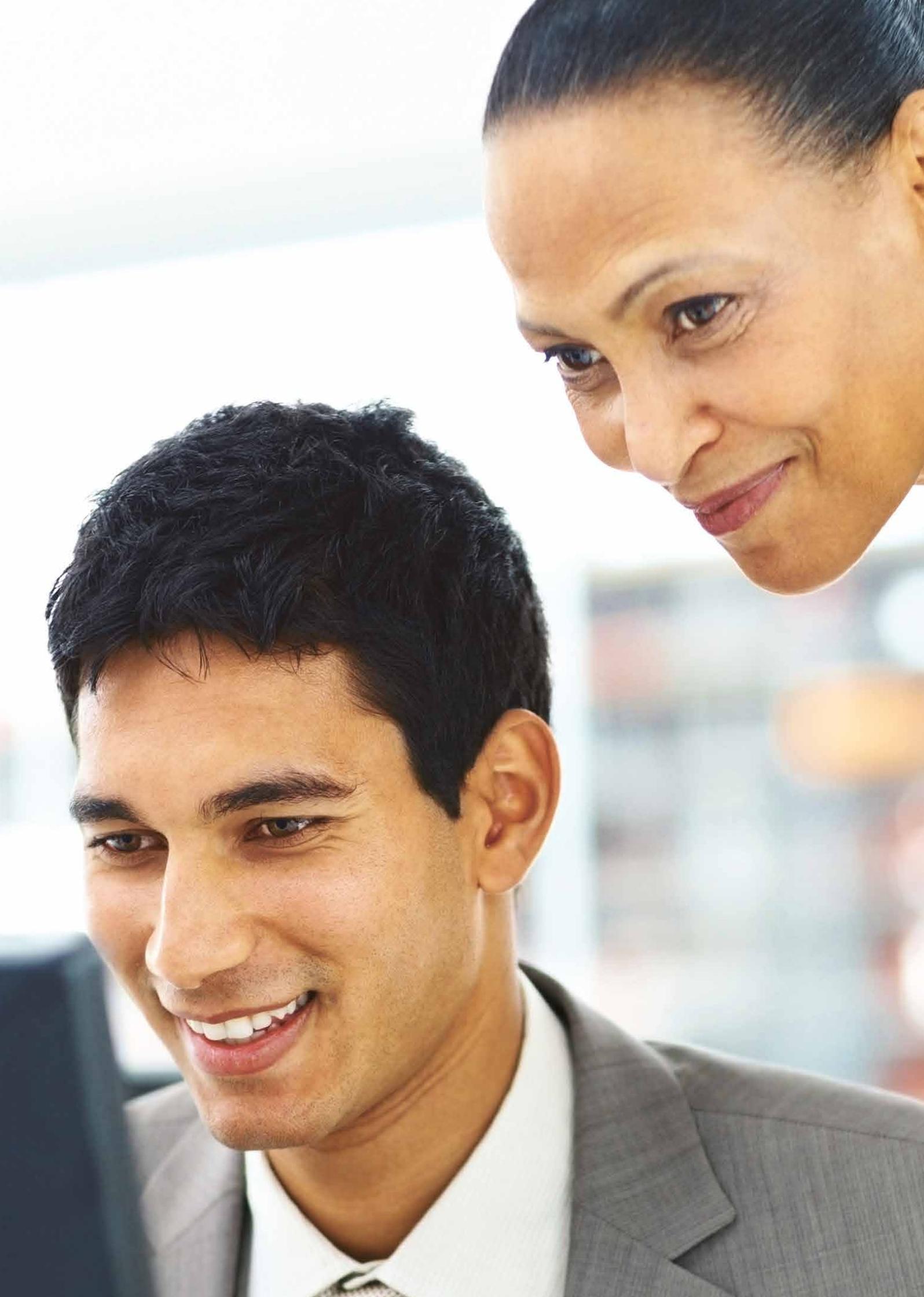
Quickly enter leave requests and timesheets, and access employee information anywhere

Flexibility as well as control

Tightly integrated with Pronto Xi Payroll functionality, the Employee Portal uses the organisation chart to ensure managers can only view information for staff within their management structure.

Administrators can determine the functionality available to users within the portal to ensure alignment to existing HR policy and processes. This control can even be set at the individual employee level, for example an administrator can selectively determine which employees can view personal/carers (sick) leave entitlement. Administrators can also customise the portal colour scheme and apply their company logo.

End users can personalise their home page as well as other view settings, allowing them quick access to their own key tasks and information.





The right call

We're always ready to adapt Pronto Xi to perfectly fit your unique requirements.

For more information on what we can do for your business, contact us at 1300 PRONTO (1300 77 66 86) or find us at: www.pronto.net



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Find your moment: www.pronto.net

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Tailor-made business software solutions.

Pronto Software has been developing award-winning business management software for 40 years. With in-built intelligence, flexibility and an easy-to-use interface, its flagship product, Pronto Xi, enables users to discover rich business insights.

Pronto believes in the power of actively listening to clients, adapting our product to meet their needs and finally revealing the best solution. It's how we continually surpass client expectations, delivering moments of utter surprise and delight.