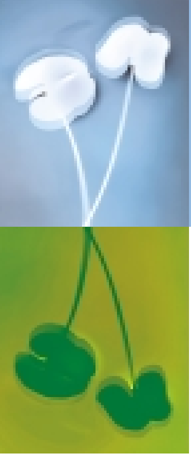


Ledgers

JEEVES ENTERPRISE
The Organic Business System

by Jeeves

Accounts receivables often represent a significant part of a company's capital and value of material assets. Supplier liabilities in turn represent one of the company's cheapest and most easily accessible sources of capital. Jeeves Accounts Receivable and Jeeves Accounts Payable give flexible support for control of your company's credit management. Together with Jeeves General Ledger, both ledger modules constitute a powerful tool for efficient control of your company's payment flows and liquidity.

One of the principal and fundamental advantages with integrated business systems is that data is only entered on one single occasion, and that is done at the "source". All duplicated data entries means increased risks and costs.

These advantages are well illustrated by Jeeves Ledgers, as they have a central role in the commercial relationship with customers and suppliers.

Posting templates

Posting templates are defined in both the accounts receivable and accounts payable ledger to increase the effectiveness of the postings you make. Certain templates contain suggestions for posting, while other templates completely control the postings.

The templates can be defined generally or for each supplier/customer. In the accounts payable ledger, posting templates are defined for arrival entry, final approval and payment of supplier invoices. Correspondingly, posting templates are defined for the accounts receivable ledger with regard to invoicing and incoming payments.

A module in Jeeves Enterprise for giro payments makes it possible for payment routines to be connected to the bank giro or postal giro. This applies to domestic and overseas payments. In the case of overseas payments, the payment order is sent on to your bank. Alternatively, the overseas payments can go directly to the bank. Payments and reporting of payments can be done manually or electronically.

By using the bank giro or postal giro service for monitoring supplier invoices so that they are paid on the correct date, you gain interest days while avoiding penalty interest for invoices paid late. In this way you can make more secure liquidity estimations.

Claims of debts

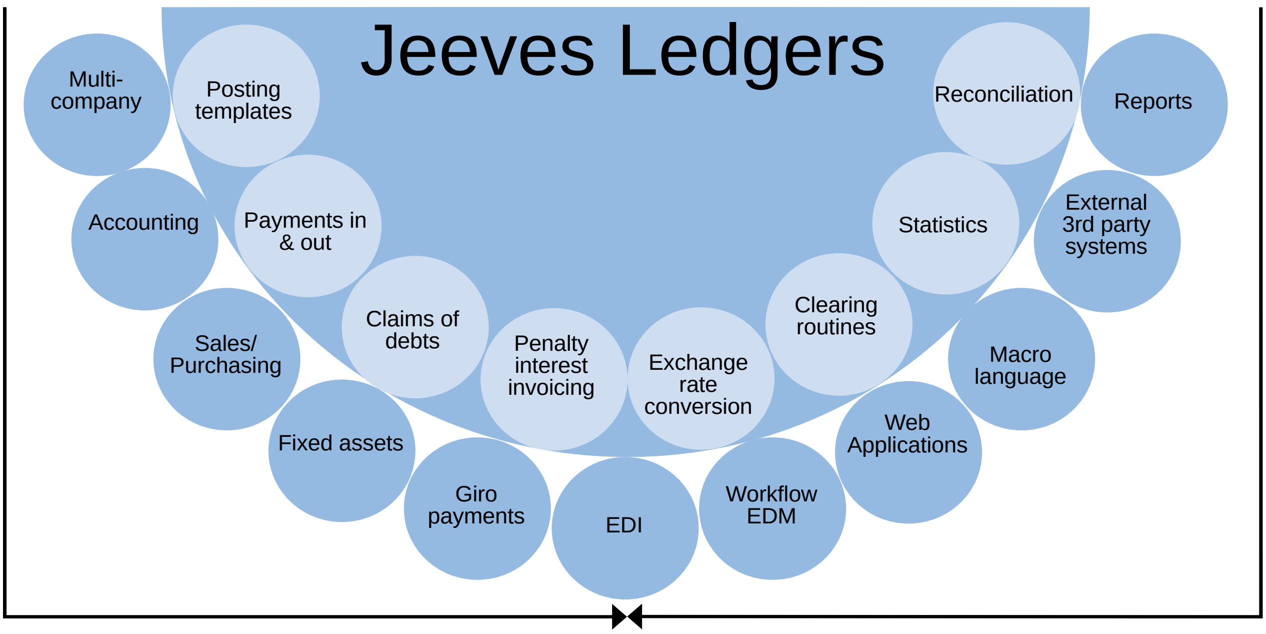
The claims routine can be drawn up individually for each customer. This is done by defining claims agreeements. The agreement determines the number of claims (up to 4), the lowest amount for which a claim will be written and the interest rate for accrued interest. Before the final claim is sent, an individual customer or invoice can be canceled from the claims batch. The collection routines process the invoices that have had the predetermined number of claims.

Interest on overdue payments

Penalty interest invoicing is controlled via individual agreements for each customer in the same way as the claims routine. You can choose from two methods of interest calculation - the balance method and the 'traditional' method. The balance method entails gradual invoicing as the interest increases, while the traditional method only processes paid invoices.

The interest is calculated on the net amount of debit and credit invoices (optional). The interest agreement fixes the interest rates and minimum amounts needed for interest invoicing to take place (can be entered on a total level or a detail level).

You can also 'save' interest invoices that fail to reach the minimum amount for an optional number of days



Rev. 991220

for future interest invoices.

Exchange rate conversion

Jeeves Enterprise handles an unlimited number of currencies. You maintain your exchange register and enter current exchange rate date

If you use many foreign currencies in your ledgers you can quickly and easily re-value both the accounts payable ledger and accounts receivable ledger to current exchange rates. Exchange rate differences are automatically booked by defined posting rules, while amounts owed, as well as claims are recalculated.

Statistics, data stocks and OLAP

Closed invoices can be removed from the ledgers. In Jeeves Enterprise it is possible to create history tables and store these in other databases, as a data storage for historical data. Using the OLAP tool in SQL Server you can easily analyze your data storage with “cubes”. This can be presented both in table and chart form.

On the customer side, statistics concerning invoicing, order entry and payments are created for each period and customer. This type of statistics gives a quick overview of how your customers deal with their payments and how the accounts receivables change over a period of time. Corresponding information concerning your payments out can be found on the supplier side.

Reconciliations

The accounts receivable and accounts payable ledgers are fully integrated with accounting and this means you obtain complete tracking, from accounting right down to the ledgers and vice versa. Thanks to defined posting templates and the rules there is also less risk of incorrect postings and accounting reconciliation problems. There are simple and clear routines for reconciliation of supplier liabilities and customer claims. Reconciliation can be done for each period even for each booking date.

Multi-company handling

Jeeves General Ledger, Jeeves Ledgers and Jeeves Fixed Assets can all handle several companies in one single database. All companies that administer more than one company can use this function. In one simple operation you change companies via a pull-down menu or by entering the company code. It is easy to print a report for one or more companies by entering current company codes.

Fixed assets

When supplier invoices are entered in a fixed asset account, a fixed assets is automatically created in the fixed assets ledger. Thus, you connect an invoice to the purchase of the and you can track the asset from the invoice and vice versa.

Internet / EDI

The outgoing payments files can now be encrypted and transferred to the bank giro via the Internet. This technique means you escape the stage of approval and faxing of payment orders. Using EDIFACT, you can automatically load and post all your supplier invoices in Jeeves Enterprise. In this way you avoid the often time-consuming processing and entering of supplier invoices.

Integration

The accounts payable ledger is integrated with the order routine.

An invoice can thereby be checked off against an order and is finally posted. Any price differences are dealt with and posted separately. This gives you control over the delivered items and agreed prices. Customer invoices are created from the invoicing routine, and posting is carried out according to defined posting templates. Thanks to the integration, you obtain full tracking from the ledgers down to accounting and vice versa.

Workflow & document management

Jeeves Workflow can be used to design and present a workflow as “to do” lists and flowcharts for the personnel who are performing the tasks in the flow. This means that lead-times in the workflow are shortened, the personnel can be reminded by a Jeeves Workflow e-mail when the previous processing step is completed, and that the next stop is awaiting input from the person concerned.

Macro language

Macro language is a very powerful tool with which you can make your own adaptations in Jeeves Enterprise. The Macro language is based on Pascal syntax and SQL procedures.

You can, for instance, define a macro, which, at the time when the invoice is reconciled with the order, checks whether the goods have been delivered.

If the delivery has not been received, a warning is issued and the invoice is blocked for payment. When the delivery actually takes place, the invoice payment block is removed.

External 3rd party systems

With its open interface, Jeeves Enterprise can easily be integrated with external systems, such as invoicing systems, credit information etc.

Reports

With Jeeves template manager you can edit your report printouts easily; add and delete fields, move fields, change fonts, link bitmap files etc.

Crystal Reports (runtime version) is completely integrated into Jeeves Enterprise. This means that you can draw your own reports in Crystal Reports and have them integrated into Jeeves Enterprise.

Hide Info For more information on Jeeves Enterprise: www.jeeves.se or e-mail: info@jeeves.se Show info
Hide adress Jeeves Information Systems AB, Box 1042, 101 38 Stockholm, Sweden. Telephone: +45-8-587 09900. Show adress