

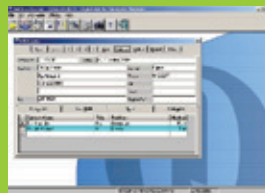
'Service is Our Priority'



- Flexible
- Simple to Use
- Flexible Document Analysis
- Customised Reporting
- Ad-Hoc Queries
- Fully Integrated
- Email Enabled
- Multi Currency
- Flexible Report Analysis
- Secure Role-Based Access Control
- Multi-Company

Financial Management System





Easy to Use Interface



Customised Reporting



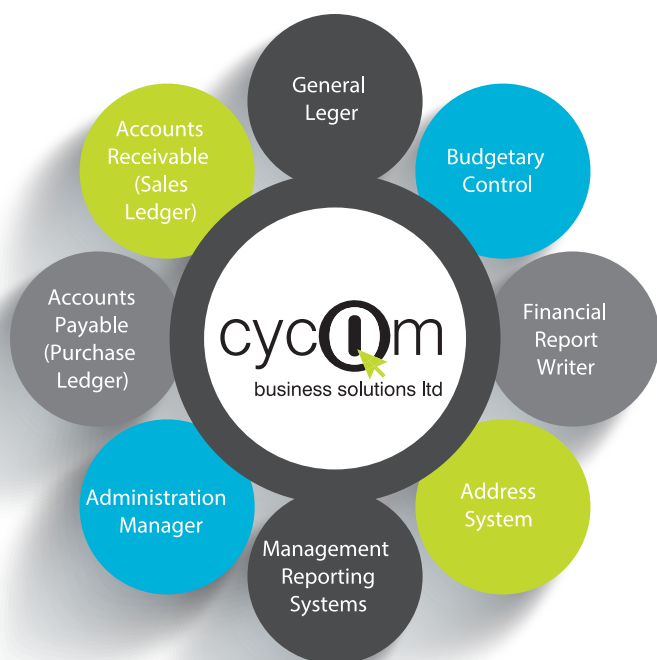
Email Enabled



Fully Integrated

overview

Financial Management System (FMS) is the main pillar of the Cycom Product Suite. It allows users to organise and adapt the system to meet their specific requirements. FMS is a comprehensive Accounting and Management Information System comprising of a number of integrated modules:



features



Flexible

FMS offers unrestricted flexibility by allowing you to customise the system according to your accounting business processes. You can define multiple chart of accounts structures, profit and cost centres, revenue and cost analysis groups and other reporting sub-divisions.



Simple to Use

FMS incorporates internationally accepted graphical elements, according to the Microsoft Windows standard, delivering a familiar "look and feel". This minimizes training time and allows users familiar with the Microsoft Windows interface to get "up and running" soon after the system is installed. The standard Windows on line help, gives you instant reference information, eliminating the need to refer to printed manuals.



Ad-Hoc Queries

Enter your search criteria in the empty text boxes of a form and press the query button to have the system select all the transactions matching the criteria entered.



Integrated

Interfacing between the modules is instantaneous and does not require special lengthy procedures to be executed periodically. This gives each user access to current, relevant data.



Email Enabled

All reports can be forwarded to any recipient or group connected to the electronic mail system after being reviewed on screen.



Multi-Currency

FMS provides comprehensive features that support the processing of multi-currency transactions. The system allows the processing of any number of different currencies for each account. It supports currency conversion translation and revaluation, in accordance with generally accepted accounting principles.



Cycom Business Solutions Ltd provides powerful software solutions for today's demanding and competitive business environment.

Their easy-to-use graphical user interface increases user productivity and enables business workgroups to manage financial information more effectively.



Multiple Cost Centres/ Activity Based Reporting

FMS can be set up to allow the analysis of transactions by different cost centres, activities, divisions, sections or products. This allows the user to define reports that extract and analyse data according to the analysis categories.



Secure Role-Based-Access Control

Your system administrator can assign each user to a role-based group. For each group the administrator can assign the functions that are to be accessible by all users of that group. For example, one group could have access to the account entry and transaction entry functions but could be restricted from accessing the generate cheques function. By restricting the functions available to particular users, you can reduce the potential for a security problem.



Integrated Address Management System

FMS includes a comprehensive address and mailing list management system. Data is held in an addresses database which is shared by all Cycom Applications. Labels, telephone lists, mailing lists, and full address reports can be produced. The easy mail merge facility allows the production of standard letters for either a selection of the addresses or for a specific mailing list.

standard reports

A rich set of standard reports is available to help you monitor your business operations. These can be previewed on the screen or exported to a variety of popular formats like: Excel, Lotus, Word, Acrobat etc, or to send the report through electronic mail. Reports are produced on demand based on user selected criteria, and can be printed for any accounting period.

Chart of Accounts

List of accounts which have been defined in the system.

Detailed Ledger Report

Lists all the transactions present on an account for any range of periods and accounts specified.

Address Records

Mailing Labels, Telephone Directories, Address Records Listing.

Comparative Balances Report

Prints the balances of each account for the range of accounts selected. It shows the opening period balance, the net period postings and the closing balance with last year comparative figures.

Trial Balance

Prints the balance for all accounts showing also a summary of the current period movements.

Journal Listing

Lists the journals posted in the system, in journal number sequence providing an audit trail of the transactions present on each account.

Cash Flow Reports

Analysis report can be produced in analytical as well as summarised format, also taking into consideration the post-dated cheques for each customer account.

Ageing Analysis of Receivable/Payables

The current balance on debtor or creditor accounts is analysed into ageing periods defined by the user. The report can be printed either in summary or in detail, showing the outstanding transactions which make up the balance.

Statements of Account

Statements can be produced selectively for Debtor or Creditor accounts in many different formats, on plain or pre-printed paper.

Cheques/Remittances

The System can automatically generate cheques and remittances for outstanding invoices which have been selected for payment, or for cash expenses.

Budgets Vs Actual

The budget amount of each account is reported together with the actual amount. The option to print only over budget accounts is provided.

Daybook Listings

Reports showing transactions by journal class, journal code and day can be printed also giving an analysis of the VAT entries.

Reminder Letters

Letters including account balance information such as overdue balance reminders and balance circularisation notices can be automatically generated by the system.

Reports can be previewed on the screen and can be printed on any printer installed on your Windows System. The reports viewer allows you to export reports to a variety of popular formats such as Excel, Word, Acrobat and others.

key-features

- ✓ The "double entry" method of accounting is used, where all transactions are entered by means of self-balancing journal vouchers thus ensuring that the ledger is always kept in balance.
- ✓ Fully integrated - Comprising Accounts Receivable, Accounts Payable, General Ledger Management Reporting and Budgetary Control.
- ✓ Multi-company processing - A three-character code is used to identify each company, allowing you to hold many companies accounts on the same computer.
- ✓ User define account codes - Structures can consist of up to 37 characters. Account codes may consist of up to twelve alpha-numeric characters. The line transaction analysis categories increase the account code to another 25 characters.
- ✓ User define journal codes - Allowing you to adapt the system to your organisation's requirements. Normal, automated double entry, recurring and reversible journals are all available. For each journal code there is a different numbering sequence for easier filing and audit trail.
- ✓ 13 Accounting periods - In a year the periods can be from 1 to 13.
- ✓ Flexible Budgets - Can be allocated to each account in total and be automatically apportioned by the system to each period or you can enter the budget for each period individually. Multiple sets of budgets can be defined for each account and year.
- ✓ Comprehensive Audit Trails - Are maintained by the system allowing you to trace transactions to their source entry.
- ✓ List of values - The pop-up list of values allows you to easily find accounts and other codes.
- ✓ Extensive bank accounts - Unlimited number of bank or cash accounts can be held by the system.
- ✓ Flexible transaction retention methods - Each account can be held on an open item, balance brought forward or "never clear" basis.
- ✓ Comprehensive account analysis - Accounts can be analysed by up to five user-define analysis categories. For example, customers may analysed by area, sales man and type of customer.
- ✓ Recurring transactions - And standing orders can be entered once and posted automatically by the system.
- ✓ Batch or on-line posting - Journals can be posted on-line, one by one or in a batch according to user selected criteria.
- ✓ Future or past postings - Can be made to any future or past period but can also be restricted by the system administrator within pre-specified open periods.
- ✓ On-line balances - Transactions and account balances can be retained on-line for as long as required.
- ✓ Comprehensive cash allocation - facilities including partial settlements.
- ✓ Extensive Transactions analysis - Transactions can be analysed by up to five user-defined analysis codes-for example expenses and sales may be analysed by division and department and vehicle expenses by car number and driver.
- ✓ User defined fields - Ten user defined fields for each account allow you to customise the Chart of Accounts data so that it is relevant to your business needs.
- ✓ Easy import from other systems - Transactions produced by external systems and stored in an ASCII file can be processed by Cycom Financial Management System. Addresses and account code structures may also be imported.
- ✓ Automatic Cheque Generation - The system allows the automatic generation of cheques for due invoices or the entry of manual cheque requests.



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Networking Infrastructure Solutions

