



Assist Accounting

Global Software Systems

Overview

Assist Accounting is a fully integrated accounting system consisting of General Ledger, Accounts Receivable, Accounts payable, Order/Entry, Inventory/Purchasing, and Administration modules. Point-of-Sale and payroll modules are optionally available and may be integrated into the main accounting system or operated as stand alone applications. Assist applications are designed for use by small and mid-sized business of all types and have proven track records across several industries. Assist applications are known for their ease of operation, extreme flexibility and affordable pricing. Download the data sheet containing a full list of features from our website at www.globalsoftwaersystems.com

Networking/Security

Assist Account is available in either stand alone or multi-user versions. There is no limit to the number of simultaneous users that can access the multi-user version. The robust client/server technology on which Assist Accounting is built ensures fast, secure and reliable operation over LANs, WANs and the Internet. Its flexible user security system allows individual user's access to be determined for each menu selection.

Multi-Department/Multi-Entity

You can define up to 100 departments or entities each having up to 100 cost centers. Financial statements may be printed for individual cost centers or departments or you may print consolidated reports. A replicate feature is included in the Chart of accounts to make it easy for you to quickly replicate your account structure for new departments or entities.

Two Years Open

You may have two year's transactions in the system at any time and the previous year can be closed and unclosed as often as is necessary to facilitate the entry of prior year adjustments. The year-end process therefore does not hold up the entry and processing of transactions for the following year. You can print reports for the previous year at any time, provided you have not purged the data.

On-Line or Batch

Assist Accounting supports both the on-line or batch methods of operation. In the on-line mode, transactions entered in any of the subsidiary modules (AR/AP/IP/OE) are immediately posted to the General Ledger accounts. Several smaller companies prefer this mode of operation. The batch mode is generally preferred by most accountants and larger companies. In this mode, transactions posted in other modules create batches in the General Ledger, which have to be printed and posted in order for them to update the General Ledger accounts.

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Assist Accounting Features

General

- Operates in Either Batch Or On-Line Modes*
- Available In Single Or Multi-user Versions*
- Flexible User Security System*
- Operates Over WANs or LANs*
- Easy To Learn And Use*
- Handles Up to 100 Entities Each With 100 Cost Centers*
- Operates in Either Batch Or On-Line Modes*
- Save And Recall Frequently entered transactions*

General Ledger

- Caters For Up To 100 Departments Or Entities*
- Supports Multiple Account Levels*
- Consolidates Reporting Entities*
- Automatic Journal Entry Numbering*
- Supports Recurring Journal Entries*
- Supports Automatic Reversing Journal Entries*
- Validates Posting Dates*
- Permits Posting To Prior Periods*
- Permits Posting To Future Periods Of Same Fiscal Year*
- Full Bank Reconciliation Of All Bank And Cash Accounts*
- Permits Multiple Open Periods At The Same Time*
- Displays The Source Of Transaction*
- Prints financial Statements To Screen And Printer*
- Generates Automatic year-end Closing Entries*

Accounts Payable

- Supports One-time Vendors*
- Supports multiple Ship to Addresses*
- Void Check Feature For Easy Check Voiding*
- Voiding Checks Automatically Reinstates Transaction*
- Permits The Processing Of Full Or Partial Payment Of Invoices*
- Supports The Processing Of Manual Or System Generated Checks*
- Easily Apply One-Time Or Recurring Expenses*
- Permits The Writing Of Checks From Multiple Checking Accounts*
- Supports The Processing Of Debit & Credit Memos*
- Supports The Processing Of Refund Checks*
- Generates A Cash Requirements Report*

Accounts Receivable

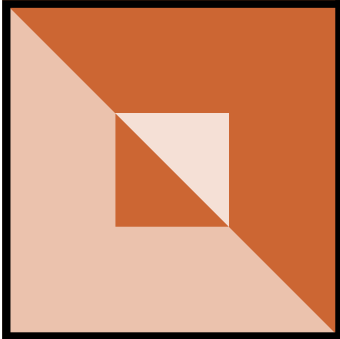
- Prints Mailing Labels*
- Supports Prepayment Of Invoices*
- Processes And Tracks Over Payments*
- Operates An Open Item Billing System*
- Permits The Generation Of Single Or Recurring Transactions*
- Track Unapplied Payments And Past Due Invoices*
- Generates late Charges On Past Due Invoices*
- Maintain Multiple Tax Codes And Billing Addresses per Customer*
- Permits Debit & Credit Memo Processing*
- Prints Customer Statements*

Inventory/Purchasing

- Supports Negative On-hand Quantities*
- Supports Multiple Price levels For Each Item*
- Caters For Both Products And Services*
- Supports Multiple Warehouse Locations*
- Supports Sales Price Tables*
- Tracks Effective Dates For Sales Prices*
- Records Vendor Part Numbers*
- Bill Of Materials Processing*
- Build Requirements To Order Or To Forecast*
- Generates Production Schedule*
- Maintain And Sell Items As A Kit*
- Automatically Generates Purchase Orders To Restock Inventory*
- Tracks Sale Activity By Individual item*

Order Entry

- Generates Invoices Orders And Quotes*
- Creates And Fills Back Orders*
- Easily Change Customers' Quotes Into Orders*
- Tracks Sales Activity Per Salesperson*
- Processes Recurring Customers' Orders Without Re-Entering Data*
- Permits The Entry Of Orders From Multiple Locations*
- Generates Recurring Invoices On A Weekly or Monthly Basis*



Assist Accounting Reports

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Chart Of Accounts Listing
Vendor List
Customer List
Item List
Bill Of Materials Explosion
Account Ledger
GL Account Activity
Trial Balance
Income Statement
Balance Sheet
Account Detail
Sub Ledger
Check Transactions
Budget Category
Budget Variance
Customer Account Detail
AR Invoice Batch journal
Payment Batch Journal
AR Debit/Credit Memo Journal
Refunds Journal
Unapplied Payments
Receivables Aging
Customer Reconciliation Report
Customer Statements
Vendor Invoices
Vendor Invoices Due

Vendor Aging Report
Vendor Reconciliation report
Invoice Journal
Check Register
Check Journal
AP Debit/Credit Memo Journal
Invoice journal
Sales Activity Summary
Invoice Detail Report
Invoice Summary Report
Sales By Class
Back Order Report
Sales tax Report
Receipts Log
Adjustments Log
Item Activity
Open purchase Orders
Item History
Inventory Requirements
Customer Movement
Sales By Vendor
Where Item Used
Inventory Valuation
Material requirements Report

Assist Accounting Screens

