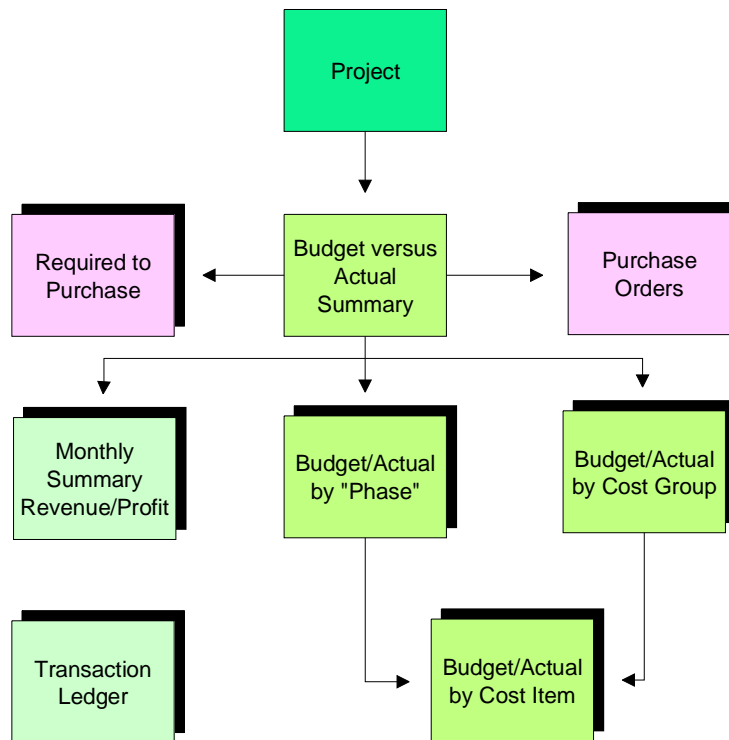


Software Features :

- ✓ Manage & analyse incoming Sales Enquiries
- ✓ Schedule appointments
- ✓ “Quick” estimating & quoting option
- ✓ Multiple estimates per Job
- ✓ Estimate summary by your “Phases” within a Job
- ✓ Cost breakdown of Phase Summary by Cost Item and standard “Kits”
- ✓ Materials calculations by Each, M2, M3, and Linear
- ✓ Requirements summary by Job – Labour, Materials, Subbies, Hire, Sundries, etc.
- ✓ Can link Cost Estimates to create Quotes with multiple print formats
- ✓ Can copy an Estimate to a Job’s Budget when it has been won
- ✓ Task Scheduling by Job Start/Finish Date, and Employee
- ✓ Contract & Variations breakdown by Phase within a Job
- ✓ Cash Flow by Phase within a Project
- ✓ Progress Claims – percentage complete by Phase
- ✓ Invoicing with a full reconciliation report on Contract, Variations, Billing, and work to complete.
- ✓ Contract hourly charge rates by employee class, by job/client
- ✓ Internal/External hire of plant & equipment to the Project
- ✓ Use the Job “Kit” to automatic issue actual costs to a job.
- ✓ Automatic Purchasing can be based on Job Budget – net material requirements.
- ✓ Cost Commitments of purchase/works orders shown against the Job
- ✓ Automatic posting of actual costs to Work in Progress from receiving materials on purchase order of supplier invoice.
- ✓ Can reserve stock of materials required for a Job, but not yet issued.
- ✓ Monthly summary of Job Revenue/Profits – expected versus actual
- ✓ Extension of Time Job Letter Writer
- ✓ Project management of percentage complete to calculate cost to complete and resulting profit variances.
- ✓ Document/Drawings Database, with graphic attachments
- ✓ Small Tools “Lending Library” Database
- ✓ Management “Alert” system interface to Diary follow up
- ✓ Report Configurator and Report Generator for Work in Progress (WIP)
- ✓ Numerous standard reports of WIP by period
- ✓ Flexible software design – add/remove fields, files, menus to suit.



Jobs & Enquiries

Jobs & Enquiries

Quotes/Invoices

Service Requests

Accounting

Getting Started...

Job No	100001	Cust No	3443	Basis	CONTRACT	L/E	01
Quoted	23-Jul-2008	Won	21-Jul-2008	Start	1-Aug-2008	Reqd	15-Aug-2008

* Invoiced \$ *		* Sell \$ *		* Costs \$ *	
Prog Claim \$	0.00	Bud Sell \$	84,508.25	Bud Cost \$	54,205.31
Invoiced \$	0.00	Exp Sell \$	0.00	Act Cost \$	0.00
Receipts \$	0.00	Quoted \$	85,000.00	Committed \$	0.00
Bal Due \$	0.00	Contract \$	85,000.00	WIP Bal \$	0.00
To Invoice \$	0.00	Variatr'n \$	0.00	Var Cost \$	54,205.31
Deposit \$	0.00	Adj Contr \$	85,000.00	Taken Up \$	0.00

* Profit \$ *		* Last Dates *	
Bud Prft \$	30,302.94	Invoiced	
Exp Prft \$	30,794.69	Receipted	
To Date \$	0.00	Last Tran	
Prft T/up \$	0.00	Retention	
Bud/Act %	0.00	Closed	
Margin %	35.86	Non Chg #	0.00

Menu

1. Quick Estimate/Quotes
2. Job Estimates
3. Budget/Actual/Variance
4. Materials Movements
5. Quotation
6. Progress Claims
7. Sales Invoices
8. Job Details Menu
9. Print : Transaction Report

Form help Field help Alerts Letters Client Accounting Tables Messages Search Ledger

	Phase	Status	Adj Contract	Adj Cost \$	Act Cost \$	Var Cost \$	Bud Hrs	Act Hrs	Var Hrs	Committed \$	Bud/Act %
1	02.DESIGN	2.DONE	2,500	963	0.00	963.00	25.00	0.000	25.00	0.00	0.00
2	03.CONSTRU	1.WIP	63,510	42,743	0.00	42,743.00	110.00	0.000	110.00	0.00	0.00
3	05.INSTALL	1.WIP	13,990	5,500	0.00	5,500.00	150.00	0.000	150.00	0.00	0.00
4	32.CONTN	1.WIP	5,000	5,000	0.00	5,000.00	0.00	0.000	0.00	0.00	0.00
			85,000	54,206	0.00	54,206.00			285.00	0.00	

Scheduling

Purchasing

Materials

Site History

Enquiries

Service

Client

Manufacture

Menu

<p>ESTIMATE/QUOTE/BUDGET :</p> <ol style="list-style-type: none"> 1. Quick Estimate/Quote 2. Detailed Estimating/Quoting 3. Quotation 4. Budget by Phase 5. Budget Summary <p>MANUFACTURING :</p> <ol style="list-style-type: none"> 6. Production Plan 7. Manufacturing Menu 8. Operations - Schedule <p>OPEN JOB - CONTRACT :</p> <ol style="list-style-type: none"> 9. Open Job - Schedule 10. Job Site Details 11. Schedule Employees 12. Contracts/Billing 13. Contract Variations <p>INVOICING :</p> <ol style="list-style-type: none"> 14. Progress Claims 15. Sales Invoices 16. Periodic Invoicing 17. Credit Notes 	<p>COST TRANSACTIONS :</p> <ol style="list-style-type: none"> 18. Required to Purchase 19. Purchase Orders 20. Auto Purchase Orders 21. Reserve Stock 22. Stock Issues 23. Auto Stock Issues 24. Auto Kit Issues 25. Works Orders 26. Auto Works Orders 27. Subbie's Claims 28. Creditor Invoices 29. Quick Timesheets 30. Timesheet Entry 31. Expense Recovery 32. Machines Used <p>PROCESSES :</p> <ol style="list-style-type: none"> 33. Job Notes 34. Reminder Letters 35. Print Job Letters 	<p>36. Contact History</p> <p>37. Alert System</p> <p>38. Work Schedule</p> <p>39. Tasks to Complete</p> <p>40. Make Appointments</p> <p>41. Document Register</p> <p>42. Drawings Register</p> <p>43. Query Sheets</p> <p>44. Emails Sent/Received</p> <p>45. Other Parties Involved</p> <p>46. Writeoff Revenue</p> <p>47. Bank Guarantees</p> <p>48. To Be Invoiced Later</p> <p>49. Sales Commissions</p> <p>50. Request for Quotes</p> <p>51. Request for Trades</p> <p>VISUAL SEARCH ENQUIRIES :</p> <ol style="list-style-type: none"> 52. Financial Summary 53. Job Cost Ledger 54. Phase Summary 55. Cost Summary 56. Cost Group Summary 57. Cost Item Summary
<p>58. Job's Purchase Orders</p> <p>59. Job's Works Orders</p> <p>60. Hours Written Off</p> <p>61. Monthly Billings/Profit</p> <p>REPORTS :</p> <ol style="list-style-type: none"> 62. Job Budget Report 63. Configure Job Reports 64. Transaction Report 65. By Phase, with Budget 66. By Phase, No Budget 67. Cost Monitoring Report 68. Job Reports Menu 69. Lost Job Details 70. Close off Job 		

Form help Field help Contract-Admin Charge-Rates Accounting Getting-Started Set-Up

This menu attempts to give you direct access to all the files in relation to a single job.

The menus will change - depending on the software modules you have purchased, and how your system has been configured.