

sage

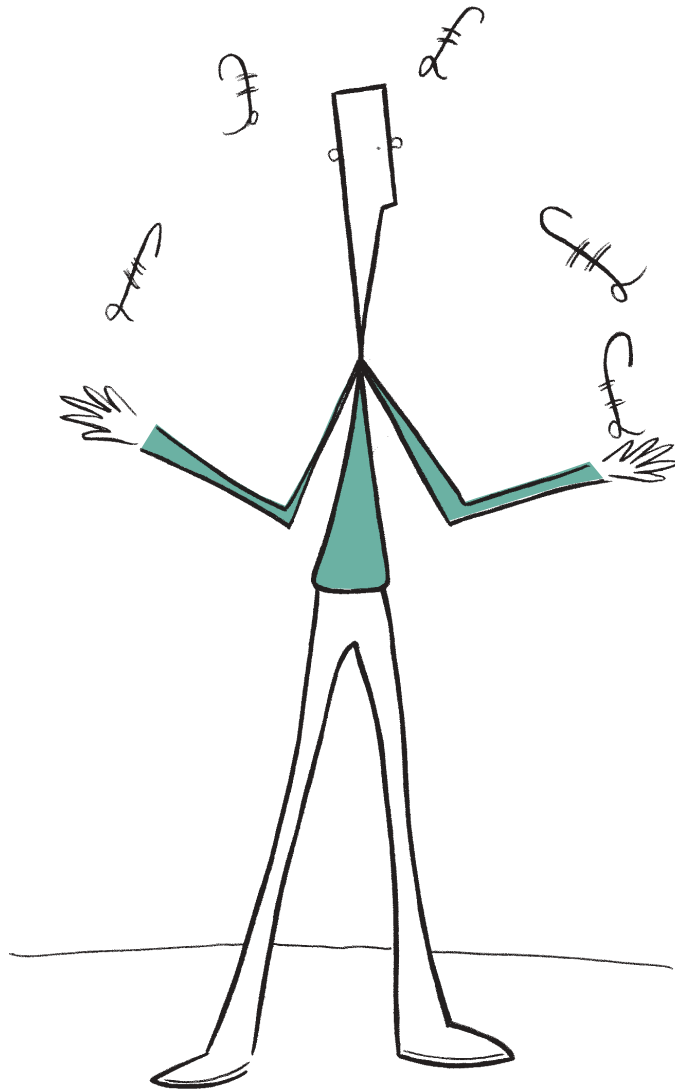
200

Project
Accounting

sage

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“At Sage, we understand that mid-sized and larger businesses have varied and complex requirements. From accounting and payroll through to CRM and ERP, we offer scalable, integrated software to meet their needs.”

Paul Stobart,
CEO, UK and Ireland Region, Sage (UK) Limited

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Sage is one of the world's leading suppliers of business management software and has been providing software and support to businesses like yours for more than 25 years. Over this time, we've built up a deep understanding of the needs of all sizes and types of business. Using this insight we constantly develop our products and services in order to meet customer requirements.

A network of support

Thanks to our unrivalled customer service and close relationship with Business Partners and Developers we can provide the right business management solution for you – whatever the size and nature of your company. With over 5.2 million Sage customers worldwide - 700,000 in the UK, the network of people relying on Sage systems is growing - many include your customers and suppliers. In this increasingly connected world, becoming a Sage customer will enable you to do business more efficiently with the thousands of other companies who already rely on Sage.

Software that grows with your business

If you thought Sage was only for small businesses, think again. The Sage 200 suite has been designed specifically for mid-sized businesses in all sectors of industry and commerce, typically with a turnover of £1-20m

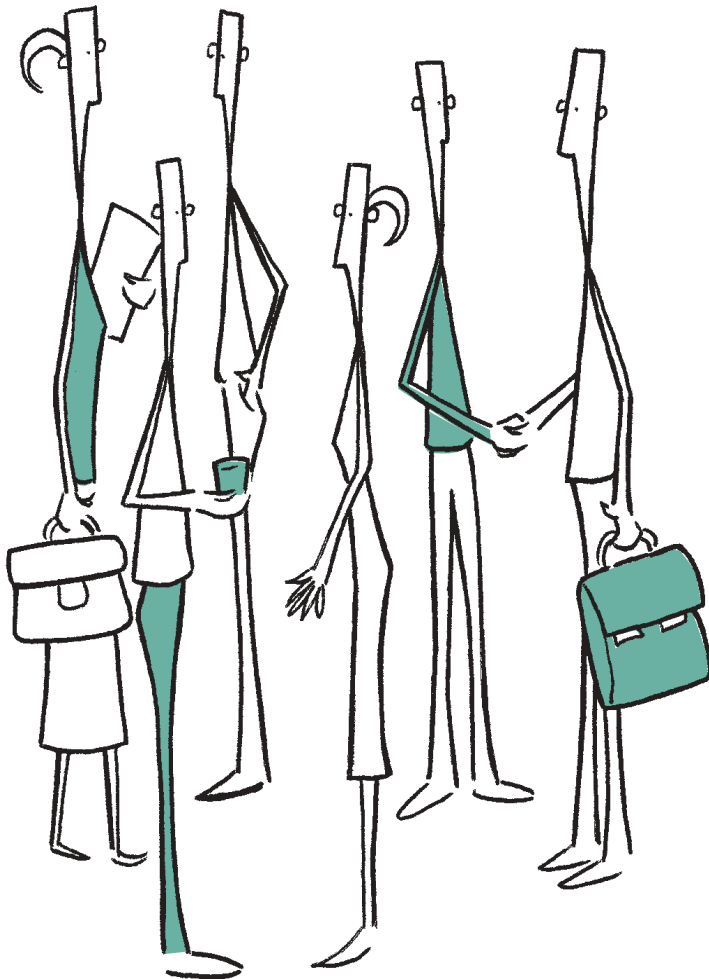
The philosophy behind the Sage 200 suite is to provide you with the means to implement integrated business processes that are flexible enough to match the way you work. The concept is simple; Sage 200 suite provides you with integrated software for every part of your business.

Profitable project management

Effective project management keeps your business profitable and keeps you ahead of your competition. By maintaining control over your projects and budgets you can generate increased revenue at reduced costs, eliminate unproductive time spent on projects and improve bottom line savings.

Sage 200 Project Accounting is a powerful, intuitive and highly configurable costing and analysis application. It is designed for any business that needs to improve the management, performance and profit associated with its projects. It provides full visibility into your projects as they progress.

By capturing time and expenditure associated with a project, Sage 200 Project Accounting ensures that your projects are delivered on time and to budget. In addition, it will provide you with in-depth analysis and reporting features, ensuring that projects remain on track and profit levels are maintained.



Sage 200 Project Accounting key features:

- Set up simple or detailed project structures that suit the way your business works.
- Track profitability of projects with customised project structures, flexible cost transactions, drill down analysis and accounts integration.
- Automate invoicing processes and set up billing schedules to ensure accuracy with flexible billing options, including billing a fixed cost, quantity or by percentage complete on a project.
- View, sort and filter customisable reports and enquiries, to show the position of your projects at anytime – including progress against budget, billings to date, revenue per project, change orders, and other project-related information.

Integration

Sage 200 Project Accounting links seamlessly with your Sage 200 Financials and Commercials and Payroll modules so that you can allocate transactions in your Sales, Purchase, Nominal, Stock Control, Sales and Purchase Order Processing modules to your projects. The result – you no longer have to re-key information held in your Project Accounting or other Sage 200 modules.

Simple project creation

Sage 200 Project Accounting allows your project managers to optimise their time and project profitability using a choice of project types – whether it's time and materials, fixed price or a combination of the two. This removes the need for you to maintain multiple project tracking systems.

You can create new projects quickly and easily using the project templates supplied or by copying existing projects - with the added functionality of having an unlimited number of sub projects within one parent project. In addition, Sales Orders or quotations raised can be converted into projects; saving you time and the need to re key information.

Sage 200 Project Accounting has been designed to cater for businesses requiring simple or more detailed

costing scenarios. An example of this flexibility is the project options which allow the system to be configured to match your requirements. For example if your business tracks cost but not revenue budgets, this option can simply be de-selected. As a result, the corresponding entries are also disabled on the user forms, removing confusion, avoiding data being keyed into the wrong fields and aiding user adoption of the system.

Configurable terminology

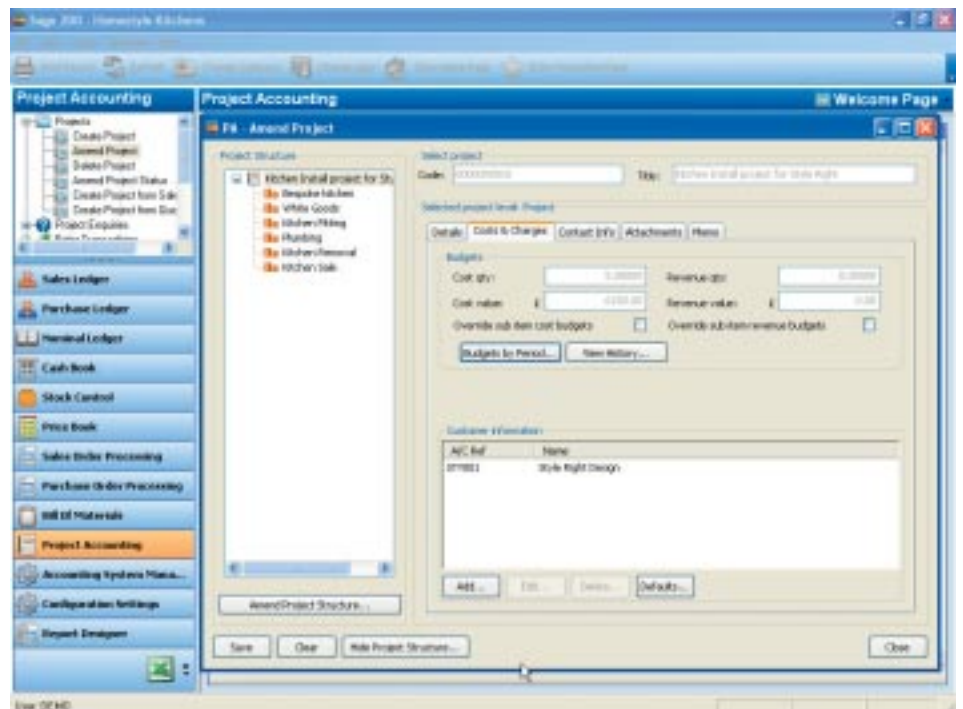
Imagine how easy it would be for a business to adopt a new piece of software, if that software used the terminology that you and your employees understand? Sage 200 Project Accounting has been designed to do just that. For example Sage 200 Project

Accounting, out-of-the-box, uses terminology such as Projects, Project Cost Items and Customers. Using the configurable terminology tools, those headings could be changed to 'audit' for a firm of auditors or 'cases' for a firm of solicitors – making the software instantly recognisable to your staff.

Budgeting

Each item in your project can have its own budgets for both costs and revenue, where necessary, these budgets can be easily rolled up to form one project budget structure. Each project can also have various user-defined statuses, ensuring that you can track the performance of each project at each stage of its lifecycle.

Flexible project structures allow you to track projects against different budgets.



Resource management

Automating the recording of time and expenses associated with a project is essential for ensuring that projects are billed accurately and resource costs are monitored. Sage 200 Project Accounting offers a simplified way to submit, review, track and approve timesheets and expense claims. At the same time, it helps you control costs and time worked, consolidate timesheet information, and adhere to your organisational time management rules. For added flexibility it offers a web-based* interface for time entry and approval.

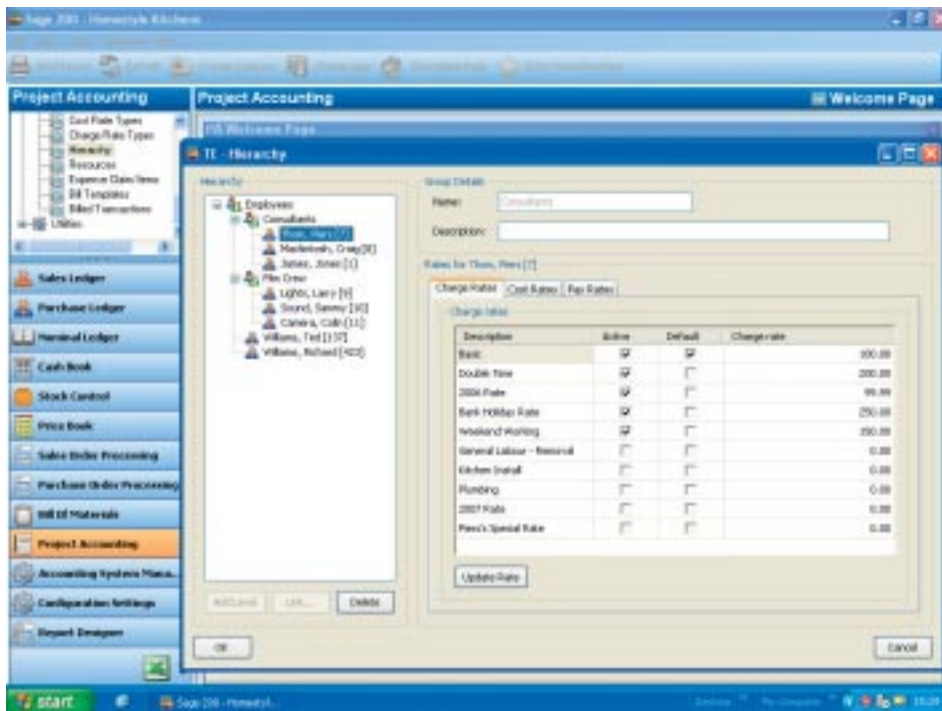
Sage 200 Project Accounting offers you a choice in how expenses are

reimbursed; through wages in Sage Payroll, bank payments in Sage 200 Financials, or via a supplier payment if the employees are set up as suppliers in the Purchase Ledger.

Integration with Sage 200 Payroll ensures that accurate employee data is maintained, removing the need to duplicate information in your project accounting module. Staff information can also be entered directly into Sage 200 Project Accounting, catering for staff that have worked on a project but are perhaps not in your employment or listed in your payroll system.

Flexible tools in the software allow you to group your employees into a resource hierarchy, with employees who perform similar functions being grouped together. In addition each employee or group can be allocated a variety of different charge out rates, allowing you to charge out the same person or group at many different rates, depending on the project.

Many companies have staff who work off site, our software makes it easy for these employees to submit information remotely, therefore removing the need for them to either send information into the office, or travel to the office.



Group employees into resource hierarchies and allocate a variety of different charge rates.

* Available May 2007

We understand that being able to capture all project costs in a timely and accurate manner is fundamental to ensuring profitability and is key to successful project analysis. With this in mind, Sage 200 Project Accounting allows you to capture data from a number of different sources, such as the Purchase Ledger and Purchase Order Processing to help you keep your project information accurate and complete.

Cost control

Sage 200 Project Accounting has been designed to link seamlessly with the Sage 200 Financials and Commercial software, making it even easier to view information generated against projects from within other Sage 200 modules.

The Sage 200 Financials integration allows you to analyse information generated from your Nominal, Sales and Purchase ledgers to your projects. Allowing you to efficiently analyse sales and purchase transactions against projects.

Using the Sage 200 Commercial integration you can associate stock allocations made through your Sage 200 Stock Ledger to a project.

Furthermore the Purchase Order Processing integration allows you to purchase stock for specific projects. In addition, for added flexibility and cost tracking Purchase Orders can be split across multiple projects, with different order lines being allocated to different projects. Using information from your Purchase Order Processing module you can also track committed costs – which are essential for maintaining accurate costing records.

Information analysis

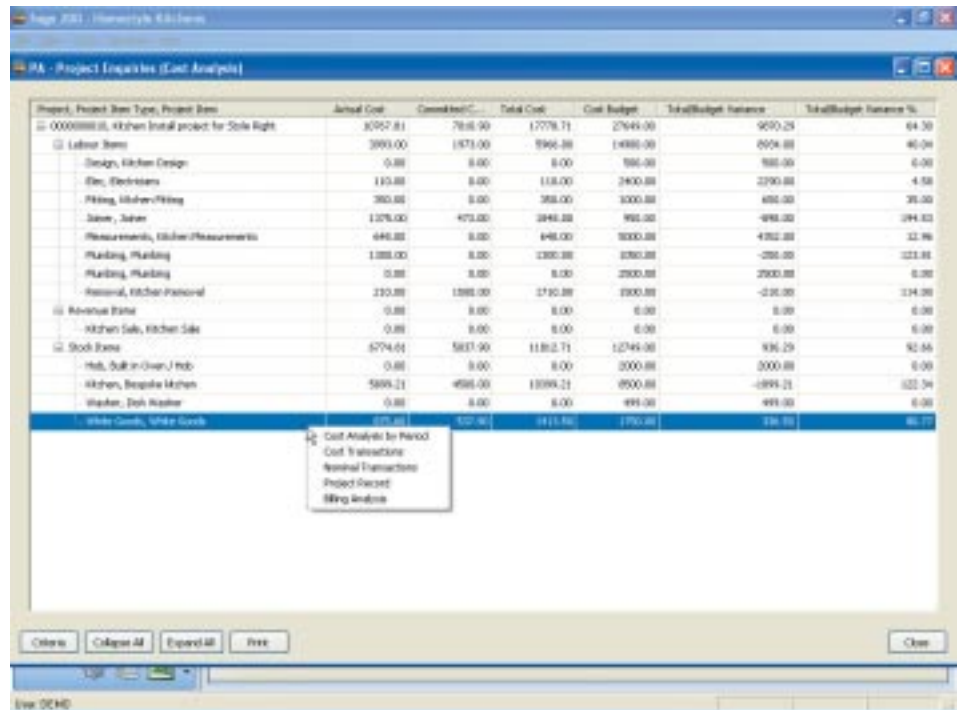
Key to efficient and profitable project management is the ability to proactively review and monitor projects at any given stage. Sage 200 Project Accounting gives you the tools you need for an immediate view of the status of your projects, either grouped together or as individual projects. You can then use the flexible project views

to define the information you wish to display and perform searches and drill downs on your data.

The Project Accounting module is also equipped with many powerful enquiry screens, reflecting real time information which is presented in an easy to analyse format. The drill down and drill around functionality gives you access to information even down to an individual transaction level, and the enquiries and reports instantly display vital project data such as progress made, costs incurred, revenue received, budget variances and ultimately profitability.

Sage 200 Project Accounting also offers powerful reporting functionality with the added flexibility of allowing you to design your own reports. In addition the information held in the Project Accounting module can be easily exported to excel for review and manipulation.

Drill down functionality gives you access to information at individual transaction level.



Flexible Billing

Sage 200 Project Accounting is designed to be flexible and accommodate all your billing process requirements. We know that most service-based companies deliver projects that vary according to the customer's needs and the nature of the project. We understand that some of your customers, for example, may prefer fixed price billing whilst some may prefer to be billed at appropriate milestones, perhaps when certain deliverables have been reached.

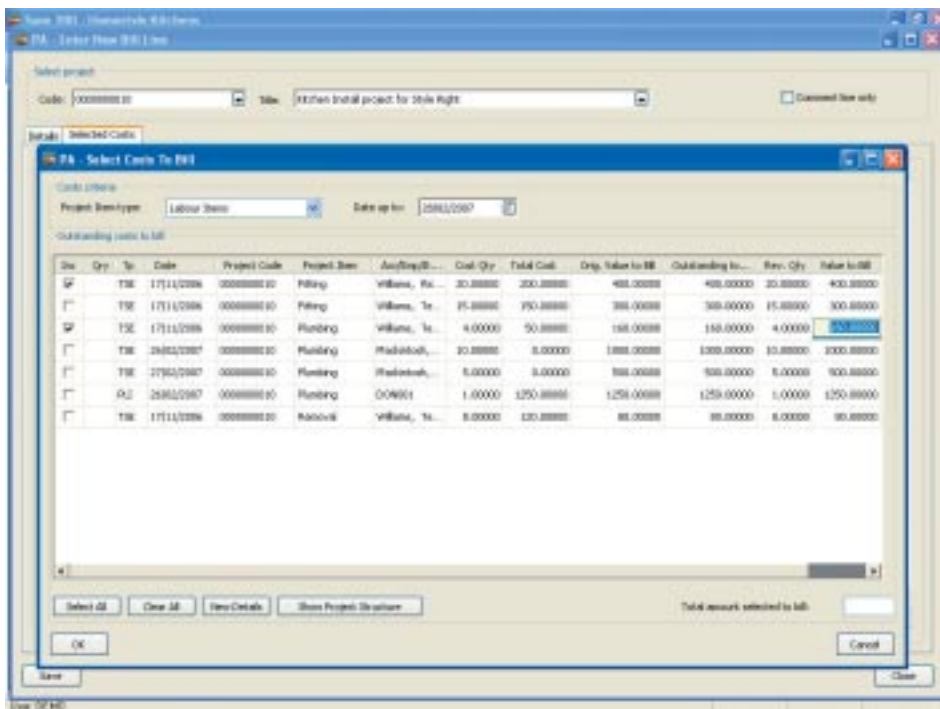
With adaptability in mind, our project accounting module makes it's easy for you to create billing templates to

include billing amounts, whether they are a fixed price, quantity or a percentage of the total amount. You can also easily create billing schedules for event-driven billing, showing when a customer should be invoiced and for how much. This ensures that you accurately bill customers at the appropriate milestones in the project life cycle. What's more, you can also raise manual bills or use our automatic bill production facility.

Our software also lets you produce bills with a detailed backing sheet showing a breakdown of all project costs. This is a useful internal

checking tool for your project managers who can sign off bills once they are in agreement with all the costs. As a result your customer invoices are more accurate, reducing billing complaints which encourages prompt payment and aids your cash flow.

Being able to accommodate different project billing arrangements without increased overhead costs, means that you can meet your customer's needs without reducing your profit margin.



Flexible billing options allow you to tailor your billing processes to your customer requirements.

A thriving network of support

Once organisations reach a certain size and complexity, their software must map tightly onto their processes. You have the reassurance of knowing that our unrivalled customer service organisation and well established network of carefully selected business partners and developers will ensure that your Sage 200 suite fits your needs now and into the future.

You can draw on a truly impressive skills base. It's a fact that we have the UK's largest network of accredited Business Partners who provide the consultancy, implementation and support to align the solution with customers' strategic and tactical objectives. Sage Business Partners are well skilled in the technology that drives the applications within the Sage

200 suite. They have the in-depth industry knowledge and outstanding technical expertise to work with you and your teams before, during, and after implementation. They will be able to extend and modify your software, as well as link it to other market-leading applications.

Software support

Designed to give you peace of mind, the Sage Annual License Plan (SALP) provides information and advice over the telephone, through technical guides and frequently asked questions ensuring that your business and software is fully supported at all times. SALP ensures that your Sage 200 suite product continues to support your business as it grows. As a SALP member, you will also receive free software updates and discounts on Sage software.

Finance options from Sage

At Sage we recognise the upfront cost associated with purchasing and installing software can often be a barrier to acquiring the solution your business really needs. This is why we have created a variety of finance options allowing you to spread the cost of the payment and enabling you to purchase the best possible systems for your business.



Sage 200 suite - software to meet your business needs

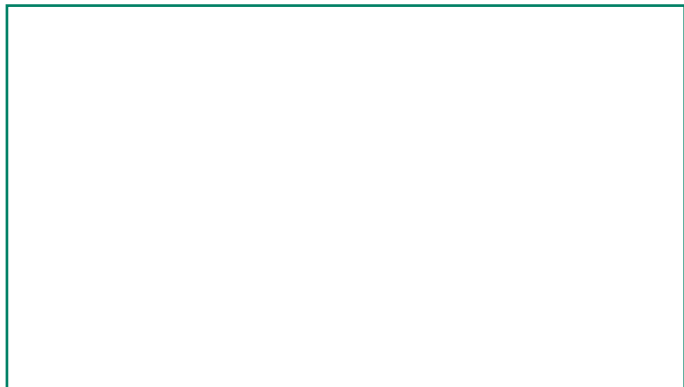
	Sage 200 Financials	Sage 200 Commercials	Sage 200 Project Accounting	Sage 200 CRM*	Sage 200 Business Intelligence*	Sage 200 Forecasting*	Sage 200 Asset Manager*	Sage 200 Payroll*	Sage 200 Manufacturing*	Sage 200 Bill of Materials*	Sage 200 Wholesale and Retail*	Sage 200 POS*	Sage 200 Construction
Accounting and Payroll	✓		✓				✓	✓					
Supply chain and distribution		✓		✓						✓	✓		
Project management and billing	✓	✓	✓	✓				✓					
Sales management		✓		✓									
Contact Management				✓									
Customer management, service and support				✓									
Marketing management				✓									
Retail and wholesale		✓									✓	✓	
Construction	✓	✓		✓									✓
Manufacturing and production		✓							✓	✓			
Business forecasting, reporting and analysis	✓			✓	✓	✓							

To find out how our software can help your business please call us on 0845 111 9988 or visit www.sage.co.uk

Notes

* Available from Summer 2007. For more details please visit www.sage.co.uk

Your Sage Business Partner:



System Requirements

The hardware requirements for Sage 200 will vary depending on the usage pattern on each workstation. Please see www.sage.co.uk or consult your Sage Business Partner for details.

This publication is not intended to form any contract for computer software with Sage (UK) Limited or any of its subsidiaries ('Sage'). If you require a particular application or feature, the suitability of the Program should be verified.

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