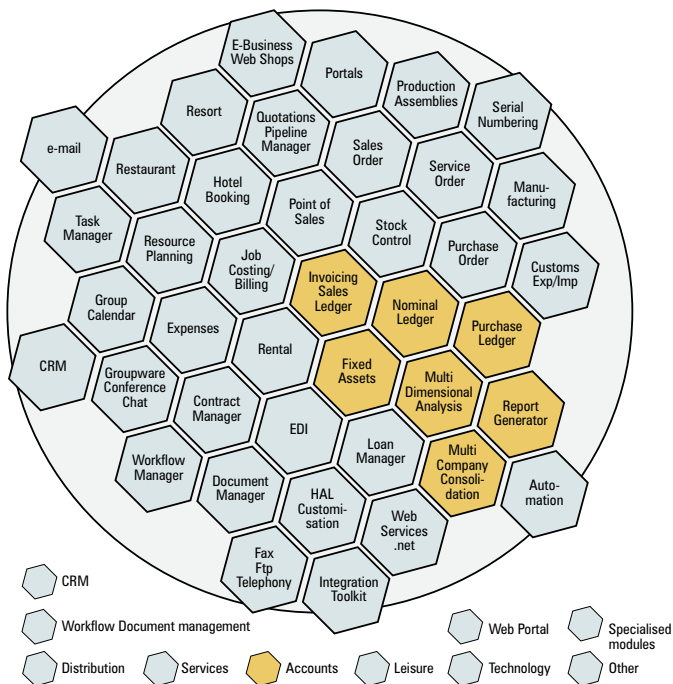


Accounts

*Analyse and report on
financial data to improve
profitability.*

In depth analysis of financial
information can be achieved
quickly and easily using
HansaWorld.





Hansaworld Honeycomb – ERP, CRM, e-Business, Accounts – All in One Integrated Solution

Budgets, Forecasts, Simulations

Budgets can be set up for any company, account, analysis code and month. You do not need, however, to set up individual budgets for each month: you can set up annual budgets for accounts, and then have HansaWorld deal with the seasonality automatically (see below).

HansaWorld also allows you to create revised budgets, so that you can keep existing budgets intact while still forecasting a more realistic figure based on results to date. Revised budgets are set up in an identical manner to budgets.

HansaWorld includes functions to make setting up budgets much easier. Budget keys exist to create monthly patterns across which to spread budget totals. For example, you can set up a budget key which has a value for months 1-11 of 1, and for month 12 of 4. This might be the case if you sell four times as much in the run up to Christmas as you do in the rest of the year. Budget keys can be set up for any number of months. When you use the key, your budgeting period must cover the same number of months as the key.

Transactions can be posted as simulations, which allows you to derive a much more detailed picture of the short-term future of your business than you could with budgets. Simulations are entered in the same way as transactions, but may be edited or deleted at any time. When you run most Nominal Ledger reports, you can choose whether or not to include simulations. As a result, you can perform detailed "what-if" scenarios.

HansaWorld can produce a liquidity (cash flow) forecast, using the due dates of purchase and sales invoices, and any nominal transactions posted as simulations.

Repetitive Transactions

Transactions can be saved as templates, for selecting automatically. For example, you can set up all the double entry for processing payroll. Creating a new Nominal transaction, with an account code of the automatic transaction brings in

all entries set up in the template. HansaWorld has several features which considerably extend the power of this module:

- You can perform calculations rather than entering fixed amounts in the debit or credit columns.
- You can cross refer a calculation line to the previous line of the template, or to the previous line in the transaction into which you are copying the template.
- You can associate an automatic transaction with an account on your chart of accounts, so that the automatic transaction appears whenever you enter a Nominal transaction using that account.
- As with all other parts of HansaWorld, you can use the Duplicate button to create an identical automatic transaction for editing - useful for reversing journals.

Reporting and Presentation

Everyone has a different view of how to present debits and credits on reports, screens and the like. For example, most people want balances on a Balance Sheet to be positive, in most cases: assets to be positive, if debits, and liabilities and equity to be positive if credits. However, they may want other parts of the system to show positive amounts for all debits, and negative figures for all credits. HansaWorld actually stores all debits as positive, and all credits as negative, as you would expect of a true double-entry system.

HansaWorld provides functions to allow you to reverse these signs independently for assets, liabilities, equity, income or expenses, on the Balance Sheet and Profit & Loss Report; ledgers, balances and budgets; and for exports.

Unlike many other accounting systems, when running various Nominal Ledger reports HansaWorld will prompt you for a brought forward date, and will present a brought forward balance for all transactions up to this date.

Balance Sheet and Profit & Loss Reports give you considerable flexibility of presentation, so that you can create your own headings, subheadings, subtotals, and simple text lines.

This allows you to perform detailed calculations on any account or series of accounts. These can be used for ratios as diverse as sales per square foot, chargeability percentages, and profit per employee.

Key reports can be drilled down, on screen, to the underlying transactions which can be corrected or updated and the report recalculated with a single command.

Cashbook and Reconciliation Features

You can create different payment modes for Payments and Receipts, linked to different nominal accounts (usually bank or cash accounts) - this is principally used to simplify bank reconciliation. You can specify bank record details against each supplier, and these will be applied by default to the purchase invoice - but may be overwritten. Payments can be made from any of your own bank or cash accounts. A batch routine exists to allow you to export a selection of payments as a Banking file, to be sent to your bank - for example in BACS format. This file is saved in common text format, which can be opened by almost all applications to reformat to the bank's specification.

HansaWorld allows you to print remittance advices for any range of payments or receipts. This form can be customised to permit automatic cheque printing in certain circumstances.

In other respects, payments work in the same way as receipts, allowing you to process bank charges and foreign exchange differences at the time of payment.

HansaWorld also has a separate Cash Ledger, allowing entry direct from Cash In and Cash Out screens. This is particularly useful when you want to restrict the cash taking or receiving functions a user is allowed to perform.

HansaWorld's Account Reconciliation feature allows any account to be reconciled. This shows all Reconciled or Unreconciled transactions on a selected account, any of which can be marked as Reconciled (which can be reversed if necessary). Reporting is available to support this.

VAT

HansaWorld's VAT features include:

- A report providing all figures for transfer to the VAT Return.
- A detailed report analysing all VAT figures that appear on the VAT Return report.
- An EU Sales list.

Multi-dimensional Analysis

You can further analyse any transactions from any of the three ledgers by allocating one or more "Objects" to those transactions. Each transaction line supports up to 15 different Object codes.

HansaWorld provides assisted data entry of Objects, prompting for the types of Object you have configured to be required on each account. If you have set up HansaWorld in this way, transactions which omit necessary Object codes will be prevented. Use Objects to report on turnover and profitability of everything from regions and salespeople to customer and product groups, and projects.

Inexperienced Users and Mistakes

Months can be closed at any time, and once closed transactions can no longer be edited.

In any situation where you want to amend a detail on a Nominal transaction, HansaWorld offers various easy to use features:

- stock count sheets, with or without system quantities
- stock count variance reporting
- automation for writing off/writing back of variances.

Stocktaking

HansaWorld produces stocktaking lists and allows stock to be written off after a stocktake. Counts can be complete or cyclical. HansaWorld produces:

- You can copy the offending transaction by highlighting it and pressing Duplicate.
- You can reverse it with one button.
- You can add a correction mark to cross refer the new entries back to the incorrect entry.
- A quicker way of achieving the above is to go in to the incorrect entry, and update it - including deleting and reprocessing any line.

one further method of protecting against mistakes is to prevent users from posting transactions at all (see simulations above for how this is done) You can edit and of the transactions which have been saved, as they have not yet been posted. At any time, you can run a batch routine which posts all

unposted transactions.

Setting Up HansaWorld from Another Accounting System

HansaWorld provides extensive functionality to make the transfer from other systems a painless process. All transactions in HansaWorld that post automatically to ledgers can be set up to start at a particular date, so that any that precede this date perform no postings. For example, if you intend to go live on HansaWorld on 1st January, 2006, any transactions you import or enter directly to the system with a date before then will be saved but will not affect control accounts.

In addition, there is a very simple screen that looks like a normal Nominal Ledger transaction, for the entry of your opening trial balance.

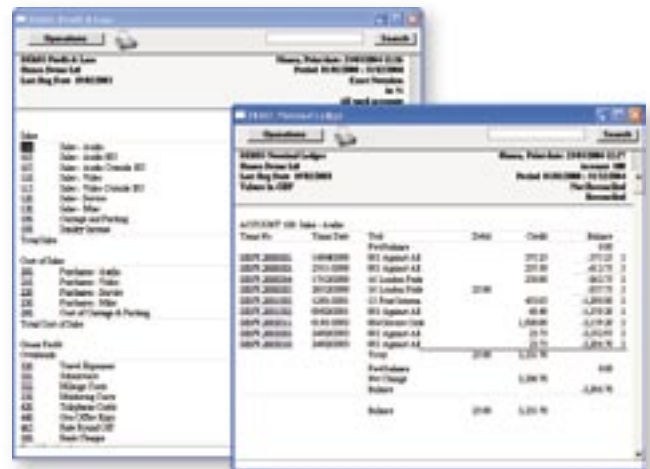
Dates and Reporting Periods

HansaWorld is a flexible, open-dated system. If you do not use HansaWorld's controls, you can enter transactions for any date at any time, and run reports for any date range. Controls exist to block data entry for each transaction register in the system independently, allowing entries only to open date ranges - up to 99 date ranges can be open at any time. Alternatively, entire ledgers can be locked with a single entry. Year-end is handled with a single, simple journal entry; transactions can be posted in the new year while still keeping the old year open.

Accounting Controls

Most transactions in HansaWorld have two states of saving - there is an OK checkbox, which must be ticked for a record to be truly committed to the ledgers (and other registers). Records can be saved prior to "OKing", and remain fully editable until OKed. Access to the OK checkbox can be controlled per user, for each screen type, so different users can enter and authorise transactions.

Purchase Orders and Purchase Invoices also have a Signatory field, so you can see who has authorised them. Purchase Invoices can be put on hold, so they are not inadvertently paid.



Accounts

All in one

With HansaWorld software, your front office and back office are totally integrated so that they function as a single, powerful tool for all employees. There are more than 45 fully featured modules covering the key business areas of most organisations, allowing you to concentrate your data in one database. Having a single datafile improves the consistency of your data, and lowers the total cost of ownership by reducing the cost of upgrading. Users can choose to run the HansaWorld client software on any Windows operating system, from 2000 to XP, Pocket PC, Mac OS X and even Linux GUI solutions. The HansaWorld server can be run on Windows XP and 2003, Mac OS X, Linux, Unix and IBM OS/400. The preferred hardware for servers is an IBM eServer (xSeries, pSeries, iSeries or zSeries) or xServe (or G4 in smaller installations).

With the HansaWorld Portal and e-business solutions, you can extend the community of users beyond your own employees, by giving customers, prospects and other partners carefully controlled access to data via a web browser.

Contact your partner

To learn more about HansaWorld ERP and CRM solutions contact your local HansaWorld office or distributor or a Certified HansaWorld Business Partner. HansaWorld offices and/or distributors are located throughout Europe, South America, South Africa and the Middle East. A list of HansaWorld offices and distributors can be found at the Country link on our website, www.hansaworld.com. Details about local Certified HansaWorld Business Partners can be found at the Countries link at www.hansaworld.com.

Company profile

HansaWorld is a major international software company specialising in business applications. The group has 130 employees in offices in Europe, South America and South Africa. Distributors are also found in Europe, South America and the Middle East.

HansaWorld's advanced and successful user interface was first developed for Apple Macintosh in 1988. In 1994, when the program was ported to Windows, it had already been proved by thousands of users. HansaWorld's experience with international sales and modern technology puts it in the perfect position to meet the challenges of the next decade.

HansaWorld provides a wide range of technologies for e-business including internal and external e-mail, several webshop solutions and PDA support. In addition, HansaWorld can help to build a corporate portal. HansaWorld is developed using C++ as its programming language, and proprietary technology for database design and for network communication.

This allows HansaWorld to have the same products available for several different operating systems, each version optimised for maximum performance. Currently HansaWorld is available for Windows 2000-XP, including Windows CE, Mac OS X and Unix, including Linux and OS/400. HansaWorld is IBM eServer proven, running on xSeries, pSeries, iSeries and zSeries.

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