



>TimeLine® Financial Accounting.
Accountancy//

>Ergonomics//

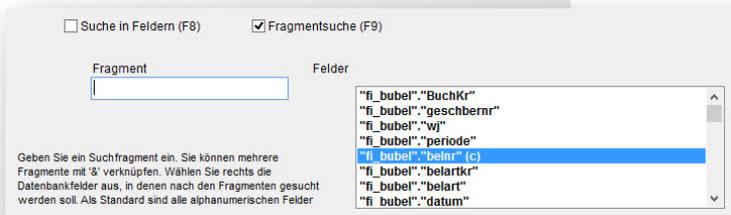
Our software is being developed in close cooperation with our users.

As we are a medium-sized software company, our customers' experience and wishes reach us in a direct and unfiltered manner.

Clarity of the presentation in the screens and menus, intuitive operation and simple handling are some of the most important features of our Timeline® products.

From practice for practice:

- ✓ direct link from each screen to the relevant master data
- ✓ easy full text and fragment search functions



Fragment search for an account

- ✓ one transaction per screen - no more need to change screens
- ✓ completely keyboard-operatable
- ✓ seamless integration into Excel
- ✓ generation of e-mail orders (e.g. Outlook, David)

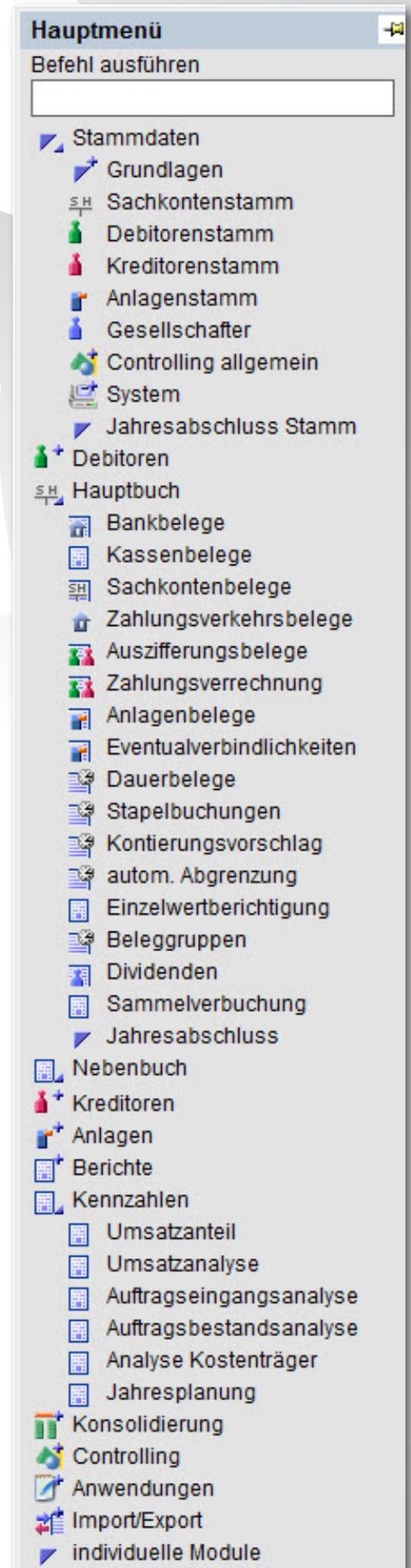
>Application areas//

The software comprises all areas of commercial administration-right through to an informative representation of the result.

Additional modules:

- ✓ asset accounting
 - overview of the assets
 - daily information about the value stream
- ✓ cost accounting
 - classic structure according to: cost types, cost units and cost object
 - representation according to the needs of the company

Extract from the main menu



>Characteristics//

Features:

- ✓ multi-client-capable
- ✓ consolidation-capable
- ✓ accounting for up to 99 periods
- ✓ unlimited number of company codes and tax keys
- ✓ integrated receivable and payable accounting
- ✓ subsidiary accounting for several cash accounts
- ✓ various types of dunning with specific
 - texts
 - levels
 - conditions
 - languages

- ✓ foreign currencies accounting with parallel exchange rate management
- ✓ table of currencies incl. reference values with daily currency update from the Internet
- ✓ capturing vouchers by company codes and divisions
- ✓ import of accounting records from text files

Accounting vouchers:

- ✓ voucher-type-oriented
- ✓ automatic allocation to the correct account
- ✓ definition of specific types of vouchers for automated accounting
- ✓ access on debtor and creditor accounts with individual and summary posting
- ✓ permanent inspection whether debt and credit are equal, as well as the turnover tax / input tax
- ✓ defined standard boxes and lines for free text for your individual entries

Reporting:

The basic module already provides you with an extensive and performant reporting system.

- ✓ preparation of balance sheets and P&L (profit & loss) statements according to the rules of commercial and fiscal laws
- ✓ quick overview with
 - a list of current totals and account balances
 - information on accounts / ARs

Pos.	1	2	Bez	Saldo Per d.	Saldo J.	% 1	% 2	Plan Perio	Plan VJ	% 1	% 2	Abw. in %	Saldo Per VJ	Saldo VJ	Planzahl Jahr
200			AUFWENDUNGEN	0,00	0,00			0,00					0,00	0,00	
205			Wareneinsatz	0,00	0,00			0,00					0,00	0,00	
210			a) Wareneinkauf	-374.120,27	-2.717.402,04	99,1	-77,2	0,00	0,00	0,00	0,00	0,00	-2.592.548,85	-2.592.548,85	0,00
220			b) Warenbezugs-kosten	-3.448,93	-25.431,07	0,9	-0,7	0,00	0,00	0,00	0,00	0,00	-9.488,76	-9.488,76	0,00
230			c) Bestandsveränderung	0,00	0,00			0,00					-14.883,13	-14.883,13	0,00
298			Summe Wareneinsatz/Einkauf	-377.569,20	-2.742.833,11	100,0	-77,9	0,00	0,00	0,00	0,00	0,00	-2.616.918,54	-2.616.918,54	0,00
300			Sonstige Aufwendungen	0,00	0,00			0,00					0,00	0,00	0,00
305			Personalaufwand	-117.019,70	-1.318.193,23	31,0	-24,1	0,00	0,00	0,00	0,00	0,00	-1.309.853,73	-1.309.853,73	0,00
310			Personalarbeitskosten Soziale Abgaben	-21.742,44	-229.573,06	5,9	-4,5	0,00	0,00	0,00	0,00	0,00	-52.993,45	-52.993,45	0,00
320			Raumkosten	-20.000,30	-220.577,38	5,3	-4,1	0,00	0,00	0,00	0,00	0,00	-206.529,51	-206.529,51	0,00
330			Versicherungen	0,00	-13.885,43			0,00					-14.822,88	-14.822,88	0,00
380			Kfz-Kosten	-7.075,46	-102.490,46	1,9	-1,5	0,00	0,00	0,00	0,00	0,00	-47.930,42	-47.930,42	0,00
390			Werkkosten	-2.250,77	-70.089,79	0,6	-0,5	0,00	0,00	0,00	0,00	0,00	-134.588,84	-134.588,84	0,00
400			Reisekosten allgemein	-1.277,11	-11.845,46	0,3	-0,3	0,00	0,00	0,00	0,00	0,00	-4.583,95	-4.583,95	0,00
420			Kosten der Warenabgabe	-12.634,38	-124.135,36	3,4	-2,6	0,00	0,00	0,00	0,00	0,00	-328.021,51	-328.021,51	0,00
430			Instandhaltung	-5.334,57	-26.505,30	1,4	-1,1	0,00	0,00	0,00	0,00	0,00	-62.214,68	-62.214,68	0,00
435			allgemeine Geschäftskosten	-38.626,43	-294.981,11	10,2	-8,0	0,00	0,00	0,00	0,00	0,00	-103.710,65	-103.710,65	0,00
440			Skonto-/Boni-Aufwand	-3.582,04	-52.651,74	1,0	-0,7	0,00	0,00	0,00	0,00	0,00	-53.140,95	-53.140,95	0,00
450			neutraler Aufwand	-3.351,97	-32.431,63	0,9	-0,7	0,00	0,00	0,00	0,00	0,00	-21.883,57	-21.883,57	0,00
460			Steuern	-846,11	6.197,63	0,2	-0,2	0,00	0,00	0,00	0,00	0,00	-88.738,82	-88.738,82	0,00
600			Summe sonstige Aufwendungen	-233.835,28	-2.501.092,32	81,9	-48,2	0,00	0,00	0,00	0,00	0,00	-2.448.108,97	-2.448.108,97	0,00
700			Summe Aufwand	-611.204,48	-5.243.925,43	161,9	-126,1	0,00	0,00	0,00	0,00	0,00	-5.065.027,51	-5.065.027,51	0,00
710			ERTRÄGE	0,00	0,00			0,00					0,00	0,00	0,00
715			Erlöse In- und Ausland	472.372,20	5.013.362,03	125,1	97,5	0,00	0,00	0,00	0,00	0,00	4.842.334,85	4.842.334,85	0,00
720			Erlöse Inland	449.452,51	4.651.397,31	119,0	92,7	0,00	0,00	0,00	0,00	0,00	4.511.479,98	4.511.479,98	0,00
730			Erlöse Ausland	22.919,59	361.964,72	-6,1	-4,7	0,00	0,00	0,00	0,00	0,00	330.854,87	330.854,87	0,00
740			Skontoertrag	6.811,78	68.141,67	-1,8	1,4	0,00	0,00	0,00	0,00	0,00	76.028,39	76.028,39	0,00
750			neutraler Ertrag	1.840,02	-32.574,02	-0,5	0,4	0,00	0,00	0,00	0,00	0,00	11.704,96	11.704,96	0,00
760			sonstige Erlöse	3.671,72	41.931,21	-1,0	0,8	0,00	0,00	0,00	0,00	0,00	45.716,92	45.716,92	0,00
800			Summe Erträge	484.095,72	5.090.890,89	-128,4	100,0	0,00	0,00	0,00	0,00	0,00	4.975.785,12	4.975.785,12	0,00
900			GEWINN / VERLUST	-126.568,76	-1.653.064,54	33,5	-28,1	0,00	0,00	0,00	0,00	0,00	-89.242,39	-89.242,39	0,00

P&L statement (profit & loss)

>Language selection//

The programme can be operated in several languages:

- ✓ language selection:
 - German
 - Czech
 - Polish
- ✓ UNICODE-capable
- ✓ accounting in compliance with the respective legal regulations

Multi-language vouchers in the dunning system:

- ✓ language selection:
 - German
 - English
 - French
 - Spanish
 - Czech
 - Polish
 - Slovakian
- ✓ the respective language for the reminder is recorded in the debtor master data

Text supplied for multilingual reminders



Czech main menu

>Settings//

Pre-allocation of new company codes

- ✓ transfer of master data from existing company codes
 - general ledger accounts
 - tax keys
 - types of vouchers
 - business years
- ✓ pre-allocation with installation settings for
 - balance sheet
 - P&L (profit & loss)

Pre-allocation of company codes

>Electronic archiving//

- ✓ inserting/activating directly from the application
- ✓ automatic allocation of the scanned documents to the respective transactions
- ✓ cross-program queries to the archive (TimeLine Materials Management > Financial Accounting)
- ✓ integration of several archives
- ✓ direct printing into the archive per PDF file
- ✓ seamless integration by means of DMS interfaces to the archiving programs
 - ELO
 - Easy
 - DocuWare

Pos	Schlagnwort (SW)	Quell-Datavindow	Werteformel	Selektion	SW für Dateiname
1	Buchungskreis	t1.p1.dw_buchkopfl.dw_buch	buchkr	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Wirtschaftsjahr	t1.p1.dw_buchkopfl.dw_buch	wj	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Belegart	t1.p1.dw_buchkopfl.dw_buch	belart	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Individual tagging

- ✓ scanning of all vouchers
 - during capturing
 - as a batch
- ✓ individually definable tagging of all objects by creating archive schemes

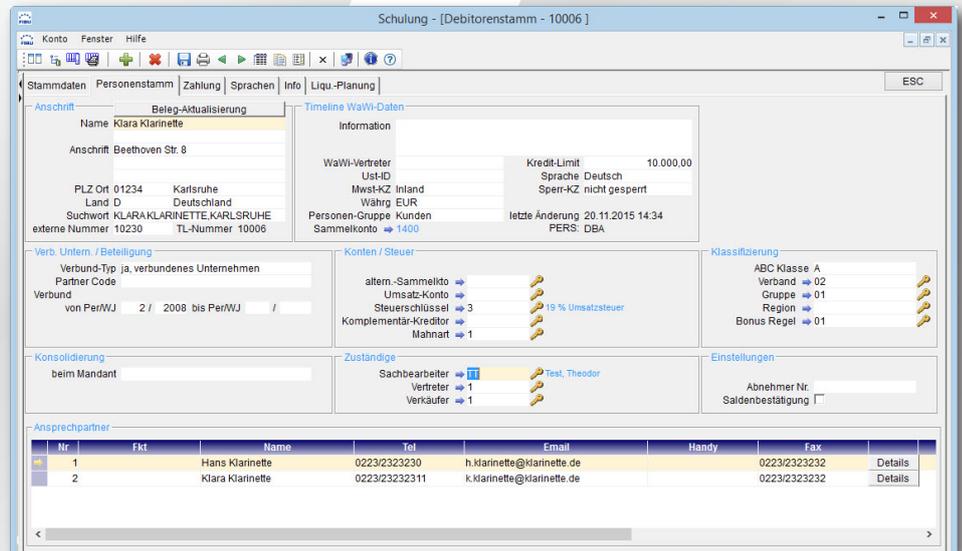
>Master data//

Debtors/creditors:

- ✓ complete master data management
- ✓ any number of contact persons, incl.
 - Fax / phone numbers
 - e-mail-addresses
 - comments
- ✓ seamless connection to TimeLine Materials Management

- ✓ specification of up to three bank account details for
 - direct debit procedures
 - bank transfers

- ✓ customer-specific settings, such as
 - any number of terms of payment can be defined
 - blocking for dunning management



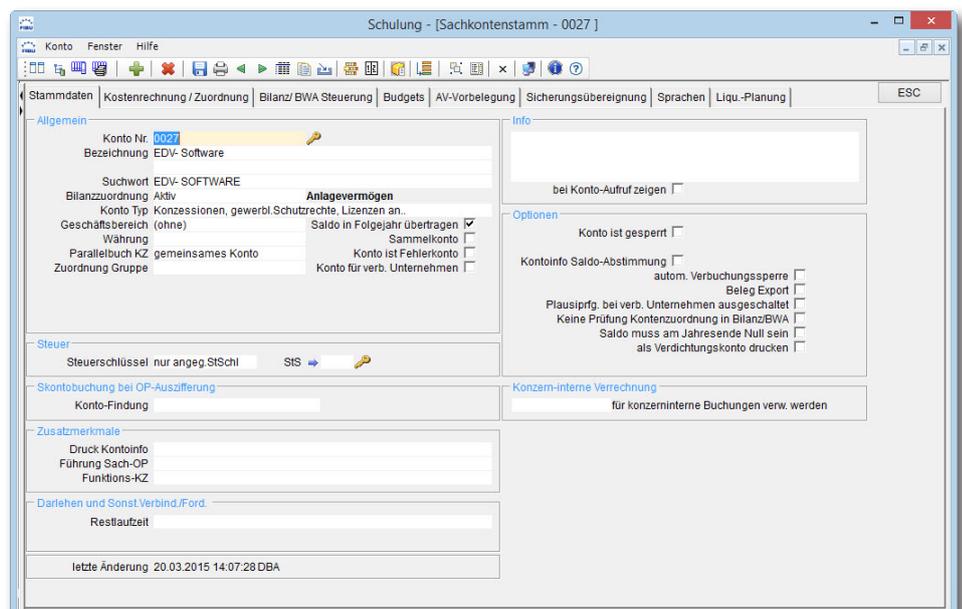
Master data management

Account master record:

- ✓ choice of account system:
 - account system SKR 03
 - account system SKR 04
 - freely definable account system
- ✓ more master data about
 - tax keys
 - booking cash discounts
 - management of general ledger accounts and accounts receivable
 - cost accounting
 - information on duration of loans, accounts receivable and payable

- ✓ account management in a foreign currency
- ✓ balance brought forward automatically in balance accounts

- ✓ assignment of accounts to any number of balance sheets and/or P&L statements



Selection of the master data in the general ledger account master record - general

>General ledger//

Cash-book/bank:

- ✓ keeping any number of cash books and bank accounts
- ✓ subsidiary accounting for several cash accounts
- ✓ creating and editing accounts receivable in case of overpayment or cancellation for
 - debtors
 - creditors
- ✓ printing the cash receipts and the booking journal per reference day
- ✓ immediate listing of the accounts receivable as payment proposal

Hauptbuchungskreis		Konto		Kassenbuch		DBA 23.02.2016 10:31					
Zeitraum: Periode 3/2015 bis 3/2016		1000 S		Alle Angaben in EUR		Seite 1 von 1					
Datum	Per	Belegfz./int.	Belegfz./Ext.	Buchungstext	StS % Steuerbetrag	Einnahmen	Ausgaben	Gegenkonto	Sammelkonto	WrtL. Bewegung	KA-Bestand
13.01.2015	4	HKA000004					5.000,00	1360	S	100	-5.000,00
01.03.2015	3	HKA000001			19,00	-15,97	100,00	1110	S	100	100,00
01.03.2015	3	HKA000002			19,00	-15,97	100,00	1110	S	100	100,00
14.07.2015	7	HKA000008					500,00	10007	D	100	500,00
08.10.2015	10	HKA000009					1.000,00	10002	D	100	1.000,00
Anfangsbestand:						1.700,00	5.000,00				-1.232,40

Unterschrift Kassenführer

Cash book

Import bank statements:

- ✓ reading in the following files:
 - SWIFT MT940
 - Gemini
 - TXT-format
- ✓ detection rules can be freely defined
- ✓ automatic generation of booking proposals

LfdNr	Buch.Nr.	Buch.Tag	Wert	Umsatzvorgang	Soil	Haben	
1	97171	31.12.	01.01.	GEBUEHREN	10,00		
Auszug / Blatt: 225 / 1				COINFO-RECHNUNG CB 3155 4582 9213 RC12 ABGERECHNETE PRODUKTE AUSZUG/COMP DIR SUMME ENTHAEHLT EUR 10,00 PAUSCHALE	Erkennung	Buch.-Vorschlag	
KTO: 0196955900888 BLZ: 86080000				ABZNR: 01.12.2013-31.12.2013 SPE: 66,42 S SALD: 66,42 S	Erkennungsregel ✓ Rg. 1	Fibu-Beleg: COM000002 / 2014	
AG: 86080000				10,00 S2010 BETRIEBSFREI ZK:		<input type="checkbox"/> Übersch. Skto-frist	
2	97190	31.12.	31.12.	ABSCHLUSS	66,42		
Auszug / Blatt: 225 / 1				AKTO:45840026 622850600EUR	Erkennung	Buch.-Vorschlag	
KTO: DE044584002605000333427				ABZNR: 01.12.2013-31.12.2013 SPE: 66,42 S SALD: 66,42 S	Erkennungsregel ✓ Rg. 2	Fibu-Beleg: COM000002 / 2013	
AG: POLANSKI				66,42 S4240 GAS, STROM, HEI; ZK:		<input type="checkbox"/> Übersch. Skto-frist	
3	97195	31.12.	31.12.	SEPA-CT SOLL EINZELBUCHUNG	10.317,30		
Auszug / Blatt: 225 / 1				000000000000	Erkennung	Buch.-Vorschlag	
KTO: DE0345850005000333427				EREF-NOTPROVIDED SRE-NR:AG2005001 Spiele GmbH LT.VERTRAG V. 23.01.13	Erkennungsregel ✓ Rg. -999	Fibu-Beleg: COM000004 / 2013	
AG: POLANSKI				10.317,30 D10003 POLANSKI ZK: 10 Tage 2%, 30 Tage netto 23 Tage Zahlungsverzug		<input type="checkbox"/> Übersch. Skto-frist	
4	97195	31.12.	31.12.	SEPA-CT SOLL EINZELBUCHUNG	14.285,36		
Auszug / Blatt: 225 / 1				000000000000	Erkennung	Buch.-Vorschlag	
KTO: DE04458400260522801900				EREF-NOTPROVIDED MIETE DE200/123 BLZ	Erkennungsregel ✓ Rg. -999	Fibu-Beleg: COM000003 / 2013	
AG: BUENTE U. REMMLER GMBH U. C O KG				14.285,36 K70000 BUENTE U. REM ZK: Bankeinzug		265 Tage Zahlungsverzug <input type="checkbox"/> Übersch. Skto-frist	
Ende Saldo:					6.798,70 H	vom: 31.12.2013	Kontosaldo Fibu: 1110 -24.735,50 31.534,20

Import bank statements

Compound entries/ voucher groups:

- ✓ representation of the vouchers created in the other modules (e.g. asset accounting)
- ✓ these vouchers will then be available for
 - compound entries
 - individual entries

Period vouchers/ batches entries:

- ✓ Periodic posting cases can be pre-captured as permanent vouchers to be used in the following periods. They can be reworked until the final booking.

Additional functions:

- ✓ automatic setting of accrual postings
- ✓ automatic individual value adjustment

>Debtors / creditors//

Capturing:

- ✓ capturing in and out vouchers
- ✓ presentation in foreign and domestic currency
- ✓ direct allocation of the cost unit/cost object on the voucher
- ✓ indication of any deviating payment recipient

The screenshot shows a SAP Debitorenbeleg (Debtor's voucher) for account assignment in a foreign currency. The document number is AR00000003. The voucher is dated 07.03.2016 and is for a payment of 1,256.14 USD. The account assignment is to account D 20001 (London Limited) and S 8320 (Erlöse aus im anderen EG-Land steuerpflichtigen Lieferungen). The voucher is for a payment of 1,256.14 USD, which is equivalent to 2,903.04 EUR at the current exchange rate of 1.00000. The voucher is for a payment of 1,256.14 USD, which is equivalent to 2,903.04 EUR at the current exchange rate of 1.00000.

Pos	Konto	Bezeichnung	StS	Brutto St.Grp.	Soll	Haben	Co.Obj.	Erläuterung	in USD	in EUR	Gegenkonto	Journ
10	D 20001	London Limited			1,256.14			Buchungstext			S 8320	
20	S 8320	Erlöse aus im anderen EG-Land steuerpflichtigen Lieferungen 11				1,256.14					D 20001	
					1,256.14	1,256.14						

Debtor's voucher - account assignment for a voucher in a foreign currency

Management of accounts receivable:

- ✓ management of receivables/payables
- for all debtors/creditors
- for a specific debtor/creditor

The screenshot shows the SAP (w_zavo_verb) - Offene Forderungen (Open Receivables) screen for a single debtor. The screen displays a list of open receivables for the debtor LONDON LIMITED. The total amount is 3,156.16 EUR. The screen also shows the date of the receivable (07.03.2016) and the amount in USD (1,256.14).

Bel.Nr.	Ext.Bel.Nr.	ext.Datum	P	WJ	Konto	Sachwort	Zugler Zahlungsang.	Belrag	offen Belrag	Bel.Betr.	offen Bel.Betr.	Wbrg	fällig	ZK	Int.ML_H1
AR00000002		07.03.2016	3	2016	20001	LONDON LIMITED	SEPA- erfaucht	1,725.89	1,725.89	1,725.89	1,725.89	EUR	06.04.16	10 Tage 2 %, 30 Tage net	
AR00000003	RE201600653-107.03.2016		3	2016	20001	LONDON LIMITED	SEPA- erfaucht	1,177.15	1,177.15	1,256.14	1,256.14	USD	06.04.16	10 Tage 2 %, 30 Tage net	
								3,156.16	3,156.16						

Receivables - single debtor

Evaluation of sales:

- ✓ evaluation of sales in the categories
- domestic
- foreign
- total

The screenshot shows the SAP (w_persumsatz) - Umsatzauswertung Personen (Sales Evaluation by Person) screen. The screen displays a table of sales data for various companies and categories. The table includes columns for the company name, account number, and sales amount for each period from 1 to 12. The total sales amount is 22,579.07.

KontArt	Konto	Bezeichnung	Umsatz WJ / Abw. %	Umsatz WJ	Periode 1	Periode 2	Periode 3	Periode 4	Periode 5	Periode 6	Periode 7	Periode 8	Periode 9	Periode 10	Periode 11	Periode 12
D	10001	Spielwaren AG	0.00	-100.0	2,114.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D	10130	Fa. Steglich	253.44	-15.3	299.19	0.00	529.41	252.10	1.34	0.00	0.00	0.00	0.00	0.00	0.00	-529.41
D	10005	Susa Sonnenschein	3,789.87	189.1	1,316.92	0.00	0.00	0.00	0.00	1,316.92	1,316.92	747.86	0.00	0.00	0.00	426.17
D	10002	Friedrich Test	212.71	72.2	123.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212.71
D	20001	London Limited	253.12	0.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	253.12
D	10007	Peter Pan	168.91	0.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	168.91	0.00	0.00	0.00
D	10014	Siemens Polen	200.00	19.0	168.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00
D	10003	Siemens	4,330.93	431.6	4.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,670.93
D	10006	Klara Klarinette	1,025.22	-68.8	3,281.51	0.00	16.81	840.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	168.07
D	10011	Mustertunde NL	8,006.00	0.0	0.00	0.00	0.00	7,506.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
					22,579.07	7,297.47	0.00	546.22	8,598.44	1.34	1,310.82	1,310.82	916.57	0.00	0.00	9,050.78

Evaluation of sales - debtors

>Dunning / payment transactions//

Dunning:

The integrated dunning allows comprehensive and exact dunning activities.
Various dunning levels but also different types of reminders are possible.

Bel-Nr	Extbelnr	ext.Datum	P	WJ	Konto	Suchwort	fällig	Betrag	Status	ZK-Bezeichnung	Bel.Betr.	Whrp	offen	markiert	Ltzt Mdat	Ltzt MSt	Mahnart	Sprache	
AR00000016	AR00000016	09.12.15	12	2015	10005	SUSI SONNENSCHIEIN	08.01.16	500,00	*	10 Tage 2 %, 30 Ta	500,00 EUR	500,00			18	08.03.2016	1	1	Deutsch
AR00000001	AR00000001	01.01.16	1	2016	10005	SUSI SONNENSCHIEIN	01.02.16	1.200,00	*	10 Tage 2 %, 30 Ta	1.200,00 EUR	1.200,00			18	08.03.2016	1	1	Deutsch
AR00000009	zhzh	13.07.15	7	2015	10005	SUSI SONNENSCHIEIN	27.07.15	800,00	*	5 Tage 3%, 7 Tage	800,00 EUR	800,00			18	08.03.2016	2	1	Deutsch
AR00000006	AR00000006	05.06.14	12	2014	10001	SPIELWAREN AG	19.06.14	308,00	*	14 Tage netto	1.258,00 EUR	308,00						1	Deutsch
AR00000006	AR00000006	22.04.15	4	2015	10005	SUSI SONNENSCHIEIN	22.05.15	-201,00	*	10 Tage 2 %, 30 Ta	201,00 EUR	-201,00						1	Deutsch
VB000004	VB000004	06.03.15	3	2015	10130	STEGLICH	06.03.15	-300,00	!	0	-300,00 EUR	-300,00						1	Deutsch
AR00000018	STORNO zu AR000016	22.04.15	4	2015	10005	SUSI SONNENSCHIEIN	22.04.15	-201,00	*	10 Tage 2 %, 30 Ta	-201,00 EUR	-201,00						1	Deutsch
HKA000008	HKA000008	14.07.15	7	2015	10007	PETER PAN	14.07.15	-500,00	!	Barzahlung	-500,00 EUR	-500,00						1	Deutsch
AR00000019	AR00000019	11.11.15	11	2015	10003	POLANSKI	11.12.15	10.317,30	*	10 Tage 2 %, 30 Ta	10.317,30 EUR	10.317,30						1	Deutsch
HKA000009	HKA000009	08.10.15	10	2015	10002	FRIEDRICH TEST	08.10.15	-1.000,00	*	Lastschrift	-1.000,00 EUR	-1.000,00						1	Deutsch
AR00000011	AR00000011	01.10.15	10	2015	10011	MUSTERKUNDE NL	02.11.15	7.506,00	*	10 Tage 2 %, 30 Ta	7.506,00 EUR	7.506,00						1	Deutsch
AR00000012	AR00000012	28.10.15	10	2015	10014	SIEMENS POLEN	27.11.15	200,00	*	10 Tage 2 %, 30 Ta	200,00 EUR	200,00						1	Deutsch
AR00000013	AR00000013	28.10.15	10	2015	10011	MUSTERKUNDE NL	27.11.15	500,00	*	10 Tage 2 %, 30 Ta	500,00 EUR	500,00						1	Deutsch
AR00000007	AR00000007	01.05.15	5	2015	10005	SUSI SONNENSCHIEIN	01.06.15	1.500,00	!	10 Tage 2 %, 30 Ta	1.500,00 EUR	1.500,00						1	Deutsch
AR00000008	AR00000008	01.06.15	6	2015	10005	SUSI SONNENSCHIEIN	01.07.15	1.500,00	!	10 Tage 2 %, 30 Ta	1.500,00 EUR	1.500,00						1	Deutsch
VB000011	VB000011	01.04.15	4	2015	10006	KLARA KLARINETTE	01.04.15	-63,20	*	50% Vorauskasse/	-63,20 EUR	-63,20						1	Deutsch
AR00000014	AR00000014	05.06.14	16	2014	10001	SPIELWAREN AG	19.06.14	1.258,00	*	14 Tage netto	1.258,00 EUR	1.258,00						1	Deutsch
AR00000017	AR00000017	01.12.15	12	2015	20001	LONDON LIMITED	01.12.15	253,12	!	sofort	253,12 EUR	253,12						1	Englisch
AR00000001	AR00000001	31.12.13	16	2013	10011	MUSTERKUNDE NL	30.01.14	7.506,00	*	10 Tage 2 %, 30 Ta	7.506,00 EUR	7.506,00						1	Deutsch

Dunning

✓ reminders

- for any period of time
- in several languages

✓ selection of individual debtors for creating the reminder

- ✓ blocking the reminder at the debtor's voucher

✓ last dunning level for accounts receivable and status (blocked/free) immediately apparent

Payment transactions:

- ✓ SEPA payment transactions
- ✓ for various banks
- ✓ foreign payment transactions

✓ summary of the vouchers of one group

✓ data output as a

- payment transaction file
- check
- transfer order

Konto	Zahlungsempfänger	Abw. Empf.	Clea-ring	Scheck druck	Zahlweg	Zahl-Betrag	Währung	Anzahl Belege	Anz. Bank-Verb.	Ziel-BIC	Ziel-IBAN	Ziel-Bank	durchgeführt
70004	MÜLLER OHG				Einzel-Überw	50.000,00	EUR	1	1	BYLADEM1NLG	DE12 5001 0517 0648 4898 90	Sparkasse Nördlingen	08.03.16
70008	FINANZAMT DRESDEN				Scheck	500,00	EUR	1	1	WELADED1PRP	DE31 1605 0101 1266 3254 89	Sparkasse Prignitz	08.03.16
70009	KRAUT & RÜBEN GMBH & CO. KG				Überweisung	500,00	EUR	1	1	COBADEBB120	DE94 5001 0060 0091 4366 07	Commerzbank Filiale Br	08.03.16
70006	BÜROMARKT KLEINERT				Überweisung	800,00	EUR	1	1	ESSEDE5F505	HU29 1170 8001 2054 7794 0000 00SEB		08.03.16
						51.800,00							

Carry out payment transactions

>Analysis//

Account information/account sheets:

✓ presentation of the postings entered in a specific period of time

✓ output of individually adaptable print lists

✓ account balances immediately retrievable

Konto	Bezeichnung	Vortrag	SH	Kumu Soll	Kumu Hab	Kumu Saldo	SH	Endbestand	SH	Bu Vorh	Druck	Verdicht
0970	Sonstige Rückstellungen	589,98	H	1.680,00	20.000,00	18.320,00	H	18.909,98	H	ja	<input type="checkbox"/>	
0971	Rückstellungen für unterlassene Aufwendungen	0,00	S	3.462,30	0,00	3.462,30	S	3.462,30	S	ja	<input type="checkbox"/>	
0999	Einzelwertberichtigungen auf Forderungen mit	0,00	S	0,00	12,94	12,94	H	12,94	H	ja	<input type="checkbox"/>	
1000	Kasse	810,00	S	14.192,60	16.235,00	2.042,40	H	1.232,40	H	ja	<input type="checkbox"/>	
1010	Nebenkasse 1	0,00	S	0,00	1.000,00	1.000,00	H	1.000,00	H	ja	<input type="checkbox"/>	
1100	Nebenkasse	0,00	S	0,00	20.000,00	20.000,00	H	20.000,00	H	ja	<input type="checkbox"/>	
1110	Postbank 1	0,00	S	563,20	168,06	395,14	S	395,14	S	ja	<input type="checkbox"/>	
1195	Bundesbankguthaben	0,84	S	0,00	0,00	0,00	S	0,84	S	nein	<input type="checkbox"/>	
1200	Bank Volksbank	58.217,98	H	87.421,45	30.982,83	56.438,62	S	1.779,36	H	ja	<input type="checkbox"/>	
1201	Zahlungsverkehr Volksbank	26.278,00	H	0,00	2.440,09	2.440,09	H	28.718,09	H	ja	<input type="checkbox"/>	
1202	Zahlungsverkehr Sparkasse	224,78	S	38.748,70	108.022,98	69.274,28	H	69.049,50	H	ja	<input type="checkbox"/>	
1210	Bank Sparkasse	20.385,20	S	32.500,00	900,00	31.600,00	S	51.965,20	S	ja	<input type="checkbox"/>	
1360	Geldtransit	475,00	S	6.664,35	53.361,50	46.697,15	H	46.222,15	H	ja	<input type="checkbox"/>	
1400	Forderungen aus Lieferungen und Leistungen	38.640,00	S	34.558,14	43.113,92	8.555,78	H	30.084,22	S	ja	<input type="checkbox"/>	
1470	Forderungen aus Lieferungen und Leistungen	0,00	S	0,00	16,81	16,81	H	16,81	H	ja	<input type="checkbox"/>	
1521	Abschreibungsberechnung	0,00	S	0,00	10.695,60	10.695,60	H	10.695,60	H	ja	<input type="checkbox"/>	

Account sheet

List of current totals and account balances:

✓ output of a balance extract for

- general ledger accounts
- debtors
- creditors
- assets

✓ determination of balance for any period in the business year

✓ clear output of the transactions

- on the screen
- in a print list

Balance sheet/P&L statement:

✓ preparation of balance sheets in accordance with the legal regulations (German Commercial Code, International Financial Reporting Standards IFRS)

✓ consolidation

- intrayear financial statements, as well as
- consolidated financial statements

✓ comparison of different periods

✓ definition of several reference values

✓ individual control of the balance sheet and the P&L (profit & loss) statement

✓ retrievable any time for periods in the past

Review:

✓ review of accountancy by means of lists of

- errors
- notifications
- passed reviews

✓ additional secure documentation of the postings by

- journalising
- general ledger accounts
- receivables information

durchgeführt am	durchgeführt von	Prüf. WJ.	Prüf. Periode	Bemerkung	Prüfung ER-TL Belege	Prüfung AR-TL Belege	Prüfung Zwisch. TL-Res zu KST	Prüfung TL Belege ab Kal.Monat	Prüfung TL Belege bis Kal.Monat	Prüfung sensible	Prüfung Doubletten	Feh-Check	AV-Check	Anzahl Buchungen	Programm Version
08.03.2016 10:36:56	DBA	2016	3		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	I.O.	Fehler	30.04.179.0000
Fehler															
2	1	Fehler	Fi/AV	AV-Sammelkonto 0146 ist mit -1.000.000,00 bebuucht. Summe der AV-Buchungen beträgt aber 0,00.											
3	1	Fehler	Fi/AV	Es gibt 1 Fehler bei der Abstimmung der AV-Kontosummen.											
12	1	Fehler	Fi/FIBU	Sachkonto 0021 ist Bilanzkonto, aber ohne ÜbertragshZ.											
13	1	Fehler	Fi/FIBU	Sachkonto 0024: Steuerschlüssel bei Sammelkonten muß auf «nicht erlaubt» stehen.											
14	1	Fehler	Fi/FIBU	Sachkonto 0026: Steuerschlüssel bei Sammelkonten muß auf «nicht erlaubt» stehen.											
15	1	Fehler	Fi/FIBU	Sachkonto 1760: Kontotyp Umsatzsteuer fordert die Bilanzzuordnung «Passiv».											
Hinweise															
59	1	Hinweis	FIBU	Aktiv-Konto 0027: Saldo sollte positiv sein, ist aber negativ (-720,34).											
60	1	Hinweis	FIBU	Aktiv-Konto 0065: Saldo sollte positiv sein, ist aber negativ (-2.000,00).											
61	1	Hinweis	FIBU	Aktiv-Konto 0146: Saldo sollte positiv sein, ist aber negativ (-1.000.000,00).											
62	1	Hinweis	FIBU	Aktiv-Konto 1000: Saldo sollte positiv sein, ist aber negativ (-1.232,40).											
63	1	Hinweis	FIBU	Aktiv-Konto 1010: Saldo sollte positiv sein, ist aber negativ (-1.000,00).											
64	1	Hinweis	FIBU	Aktiv-Konto 1572: Saldo sollte positiv sein, ist aber negativ (-1.050,84).											
Bestandene Prüfungen															
1	1	ok	FIBU	Alle Buchungen sind journalisiert.											
4	1	ok	PERS	Alle 2 Personen-Sammelkonten stimmen mit den Summen der Salden der Personenbuchungen überein.											
5	1	ok	PERS	Alle Personen-Konten stimmen mit den Summen der OP überein.											
6	1	ok	FIBU	Alle 16 Konten stimmen mit den Summen der Perioden-Salden überein.											
7	1	ok	FIBU	Alle Belege stimmen in Soll und Haben überein.											
8	1	ok	FIBU	Alle Belege haben mindestens 2 Kontenrancen.											

Error and notification messages during accountancy review

Turnover tax advance return:

✓ can be issued per

- month
- quarter
- year

✓ electronic transmission by means of the "Perfidia" interface to the Regional Tax Office for

- turnover tax advance returns (USTVA)
- sales tax advance payment (SVZ)
- permanent extension of deadline (DFV)

✓ consolidation of the tax data for several clients

✓ print a list of proof for the turnover tax advance return

Settings for the turnover tax advance return

Recapitulative statement:

✓ creating a statement for the tax office about the sales transactions within the EU

✓ direct transmission of the prepared data via Internet to ElsterOnline or by means of the ELMA5 procedure

Nr.	Anmelde-Jahr	Anmelde-Zeitraum	berichtigte Anmeldung	von WJ	von Periode	bis WJ	bis Periode	Status	übermittelt Internet	Anzahl Beleg-Positionen	Summe der Beleg-Beträge	Datum Übermittlung	Abgabe Variante	übermittelt von Nutzer
9	2015	quart.	1	2015	1	2015	3	noch unverändert gültig	ja	1	7.506,00	08.03.2016 11:18	ElsterOnline	DBA
7	2015	quart.	4	2015	10	2015	99	noch unverändert gültig	ja	3	953,12	08.03.2016 11:16	ElsterOnline	DBA
6	2015	quart.	3	2015	7	2015	9	noch unverändert gültig	nein	0				
4	2015	quart.	2	2015	4	2015	6	noch unverändert gültig	nein	0				

Recapitulative statement

>Cost accounting / controlling//

Master data:

- ✓ principles
 - performance type
 - quantity units of performance
 - cost units
 - cost objects
 - primary costs types
 - secondary cost types

- ✓ settlement types
 - cost type accounting
 - cost unit accounting
 - cost object accounting

Leistungsart Nummer	Leistungsart Bezeichnung	Mass.-einheit	Preis.-einheit	Kostenart bei Verrechnung	Zuordnung bei Herkunft	Faktor anwenden	Faktor nach	KST mit Leistungsart als Tarif	KST mit Stamm-Leistungsart	Daten Herkunft bei Berechnung BAB
KWH	Kilowattstunden	kWh	1		Zuordnung	<input type="checkbox"/>		002		
MASCH	Maschinenstunden	Std.	16002		Zuordnung	<input type="checkbox"/>			998.000000	
PSTD	produktive abrechenbare Stunde	Std.	16201		Zuordnung	<input type="checkbox"/>		100,102	100,101,102,103,104	
QM	Quadratmeter	qm	1		Zuordnung	<input type="checkbox"/>				
MST	Mitarbeiterstunden	Std.	14110		Zuordnung	<input type="checkbox"/>				BDE-Rückmeldung

Performance type

- ✓ overhead absorption with appointment of cost units to cost objects

Cost units

Automatic posting of appointments:

- ✓ various definitions of the allocation
 - dynamic
 - fixed
 - percentage
 - time-related

- ✓ in-house cost allocation

Automatic posting of appointments:

- ✓ discharging a cost unit by defining the receiving cost unit
- ✓ tracking back to the initial voucher by means of posting information about the reference objects
- ✓ calculation of all the pre-defined appointments in one process
- ✓ definition of the order of appointment postings
- ✓ collection of all automatic postings in one voucher group
- ✓ presentation of the result of the cost unit accounting
 - per period
 - cumulatively

Cost unit allocations

Posting of quantities:

Quantities such as hours or kilometres can be posted in the period per cost unit.

- ✓ presentation and processing of the quantities in a cost unit accounting

Nr	Bezeichnung	Nachkomma
1	Stück	2
2	g	0
3	t	0
4	Stunde/n	2

Units for different types of performance

Posting of tariffs:

- ✓ the tariffs per type of performance are recorded at the cost units
- ✓ crediting the performances among the cost units

Posting of tariffs

Kostenart	Kostenobjekt	Stat.Kostenobjekt	Leist.Nr.	Menge	Soll	Haben	Tarif	Tarif-PE	Betrag	Soll	Haben	fix / variabel	Stat. KZ	ERP-Referenz	Lager	Art-Nr
annehmend	XTR	2421	BMW F10,F11,F18 Armatur	2	4000,0000	0	Stunde	10,00	40.000,00	0,00	0,00	variabel				
abgebend	KST	15215	CNC-Fräse 1 Werk 1	2	0	4000,0000	Stunde	10,00	0,00	40.000,00	0,00	variabel				
				Saldo Menge		0,00			Saldo Betrag		0,00					

Posting of tariffs

Accounting per cost unit/ accounting per cost object:

various elements are included

- free text lines
- summary of several cost types
- calculation lines with a formula interpreter
- various performance types
- printer control

- ✓ use of statistical indexes

- ✓ calculation of important indexes of the cost units

Operating cost and revenue statement - cost units

KOST	Pos	Bezeichnung	Formel	Perio 1	Perio 2	Perio 3	Perio 4	Perio 5	Perio 6	Perio 7	Perio 8	Perio 9	Perio 10	Perio 11	Perio 12
gesamt	10	Statistische Kennzahlen / Leistung		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	20	Fläche		320	320	320	320	320	320	320	320	320	320	320	320
gesamt	30	Anzahl Mitarbeiter		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	40	Anzahl PC		25	25	25	25	25	25	25	25	25	25	25	25
gesamt	50	Energieverbrauch		1.225	1.225	1.225	1.225	1.225	1.225	1.225	1.225	1.225	1.225	1.225	1.225
gesamt	60	abgerechnete Leistung		-240	0	0	0	0	0	0	0	0	0	0	0
gesamt	1000	Direkte Kosten		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	1010	Materialkosten		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	1020	Personalaufwand		20.000	14.500	15.500	0	0	0	0	0	0	0	0	0
gesamt	1030	Miete		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	1040	Energie		10.000	1.000	1.000	0	0	0	0	0	0	0	0	0
gesamt	1050	Raumkosten		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	1060	Fahrtzeugkosten		1.000	0	0	0	0	0	0	0	0	0	0	0
gesamt	1070	Erwerbung		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	1080	Fremdarbeiten		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	1190	Abschreibungen		0	0	0	2.548	0	0	0	0	0	0	0	7.844
gesamt	1200	Sonstige Kosten		0	0	0	100	0	0	0	0	0	0	0	0
gesamt	1999	Summe direkte Kosten	SUMME(1000,1998)/0,8+0,4	31.040	15.540	16.540	2.588	40	40	40	40	40	40	40	7.884
gesamt	3000	Umlage		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	3010	Umlage Verwaltung		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	3020	Umlage Energie		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	3030	Umlage Sekretariat		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	3040	Umlage EDV		0	0	0	0	0	0	0	0	0	0	0	0
gesamt	3999	Summe Umlage	SUMME(3000,3998)/0,8+23	0	0	0	0	0	0	0	0	0	0	0	0
gesamt	4000	Summe Kosten	Z1999+Z3999	31.040	15.540	16.540	2.588	40	40	40	40	40	40	40	7.884
gesamt	6000	tatsächlicher Tarif	-1Z4000/Z60	570	0	0	0	0	0	0	0	0	0	0	0
gesamt	7000	Plan-Tarif		158	158	158	158	158	158	158	158	158	158	158	474
gesamt	7010	Kosten zu Plan-Tarif	-1Z7000/Z60	37.920	0	0	0	0	0	0	0	0	0	0	0
gesamt	7020	Über/Unterdeckung	Z7010-Z4000	6.880	-15.540	-16.540	-2.588	-40	-40	-40	-40	-40	-40	-40	-7.884

Operating cost and revenue statement - cost units

>Asset accounting//

- ✓ method of depreciation
 - linear
 - degressive
 - progressive

- ✓ time periods
 - related to the month
 - related to the day

- ✓ documentation of
 - incoming
 - outgoing
 - partially outgoing
 - account transfers
 - depreciations

- ✓ creation of compound items for low-value assets

- ✓ manual or automatic depreciation possible

- ✓ determination of the imputed depreciation

- ✓ depreciation preview for the following years can be called

- ✓ current depreciation table included, but can also be defined individually

- ✓ issuing the fixed asset schedule

Importing the depreciation table

>Electronic management / GDPdU (guidelines on data access and verification of digital documents)//

A module for a series export of data in GDPdU-format is integrated - for an automatic creation of any data extracts from the data base.

- ✓ a complete standard GDPdU profile exists, which exports the essential data

- ✓ definition of individual export profiles

- ✓ updating the GDPdU profiles by means of regular updates

- ✓ automatic transfer of the company master data from the current company code

Nr.	Export	Tabellename
1	<input checked="" type="checkbox"/>	fi_kto
2	<input checked="" type="checkbox"/>	fi_sts
3	<input type="checkbox"/>	pers
4	<input type="checkbox"/>	fi_bubel
5	<input checked="" type="checkbox"/>	fi_bubelop
6	<input checked="" type="checkbox"/>	fi_bubelkto
7	<input type="checkbox"/>	fi_bubelwritelevel
8	<input checked="" type="checkbox"/>	fi_ktoanl
9	<input checked="" type="checkbox"/>	fi_ktoanl_beweg
10	<input type="checkbox"/>	fi_bubelco
11	<input type="checkbox"/>	fi_ab
12	<input checked="" type="checkbox"/>	fi_bubelkto_gdpdu
13	<input checked="" type="checkbox"/>	fi_anlag_gdpdu

Data export - GDPdU (guidelines on data access and verification of digital documents)

> Interfaces / operating systems//

Integration into the Microsoft world:

- ✓ Excel
- ✓ Outlook

Server operating systems:

- ✓ Windows
- ✓ Linux (database server)

Other interfaces:

- ✓ DATEV

Interfaces to the following archiving systems:

- ✓ ELO
- ✓ Easy-Archiv
- ✓ DocuWare documents management systems

TimeLine® interfaces:

- ✓ TimeLine Materials Management
- ✓ TimeLine Payroll Accounting
- ✓ TimeLine Time and Attendance Recording
- ✓ TimeLine Social

Terminal server:

- ✓ Citrix and terminal server-capable
- ✓ special options for working with a reduced colour depth

Standard and system interfaces:

- ✓ ODBC
- ✓ SQL

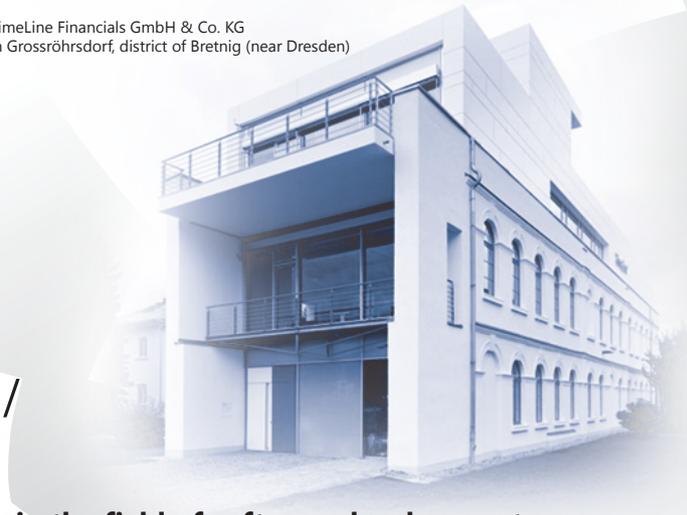
> Customising abilities//

Reporting:

- ✓ reports in source format
- ✓ reports individually adaptable
 - rapid creation of new reports

Database:

- ✓ based on SQL
 - simple addition of new boxes and tables
 - quick readout of data in any common ODBC-capable program



>From practice - for practice//

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