



Sage PFW ERP

Bank Book

A critical consideration weighed into nearly every business decision and all too often the one you know the least about at any given moment—is your cash position. Sage PFW ERP Bank Book makes it easy to determine your cash position and reconcile your books. As a true subledger to the general ledger, it integrates all your cash transactions into a single system for reconciliation. Transferring funds among cash accounts and adjusting and entering miscellaneous cash transactions have never been easier. In addition to providing quick access to your cash position, Bank Book also generates insightful cash balance reports for all accounts or select accounts. Account balances can be instantly viewed in detail or in a summary recap of cash receipts and disbursements. By comparing your current cash receipt position with projected cash receipts, Bank Book can provide insight for appropriate investment and financial strategies.

CUSTOMIZATION

Sage PFW is easily customized, not only within Bank Book, but also throughout the solution to fit the widely varying needs of today's businesses.

MULTICURRENCY CAPABILITIES

Extensive multicurrency capabilities, including instant conversion of foreign currencies to home currency and vice versa, give you the competitive edge to succeed in the global marketplace.

ACCESS TO BUSINESS-CRITICAL INFORMATION

Empower your staff with vital information when they need it! Universal Notes and Attachments put critical information at your fingertips, improving customer satisfaction and increasing productivity.

STREAMLINED INTEGRATION

Seamless integration with other Sage PFW modules eliminates redundant data entry and automates your workflow, creating a fully integrated solution.

SIMPLIFIED RECONCILIATION

Bank Book integrates all your cash-related accounts and transactions for quick, organized reporting and reconciliation.

FLEXIBLE PROCESSING

Flexible processing and automation eliminate manual bank book processes, save valuable time, and free you for more productive activities.

INSIGHTFUL REPORTS

Knowledge of your cash position provides the insight for strategic decision making. Real-time status reports put this critical information at your fingertips whenever and wherever you need it.

Account Reconciliation By Document Date - Demo Golf, Inc.								
File Edit View Window Help								
MICHELE 10/23/03 03:01:05 PM								
Doc	Orig	Date	Description	Natural Amt	Book Amount	Bank Amount	Uncleared	
1	2003-000 BB	01/01/09	Transfer From General Cash	-5,000.00	-5,000.00	0.00	-5,000.00	
2	2003-000 BB	01/01/09	Transfer From General Cash	-5,000.00	-5,000.00	0.00	-5,000.00	
3	2003-000 BB	01/01/09	Transfer From General Cash	-5,000.00	-5,000.00	0.00	-5,000.00	
4	2003-000 BB	01/01/09	Transfer From General Cash	-5,000.00	-5,000.00	0.00	-5,000.00	
5	2003-000 BB	01/01/09	Transfer From General Cash	-10,000.00	-10,000.00	0.00	-10,000.00	
6	000000 AR	03/30/09	Deposit	20,367.98	33,607.17	0.00	33,607.17	
7	000000 AR	03/30/09	Deposit	162,404.88	121,803.66	0.00	121,803.66	
8	00000406 AP	03/30/09	Margaret Bergman	-21,000.00	-21,000.00	0.00	-21,000.00	
9	00000406 AP	03/30/09	Holmes, David	-10,000.00	-10,000.00	0.00	-10,000.00	
10	00000407 AP	03/30/09	Knoll Properties	-15,327.00	-15,327.00	0.00	-15,327.00	
11	00000407 AP	03/30/09	Gray's Insurance Company	-9,481.14	-9,481.14	0.00	-9,481.14	

Acct Curr/Tran Curr/Acct	Description	Last Rec Amount	1,788,844.08	Uncleared Trans	69,602.69
	U.S. Dollars	Opening Balance	1,689,241.39	Ending Balance	1,689,241.39
1000-0000-000-DG1	U.S. Dollars	Cleared Debits	0.00	Bank Stmt Balance	9,387,457.93
	Checking - General	Cleared Credits	0.00	Total Discrepancy	7,698,216.54

Demo Golf, Inc.



Multicurrency Capabilities

Take control of the global marketplace with robust multicurrency capabilities, including instant conversion of foreign currencies to home currency (and vice versa) and calculation of gains and losses accrued through currency exchange. For maximum versatility, this module also accommodates multiple bank accounts in an unlimited number of currency types.

Access to Business-Critical Information

Proactively maintain proper audit trails on your journal entries down to the line item level. In cases where the bank information was downloaded from the Web or requires more information, you can attach supporting documents and then launch those documents for viewing right from the journal entry screen. This ensures that each journal entry can be validated even if the person making the entry is not readily available. Sage PFW Universal Notes and Attachments functionality provides insight into your bank book journal entries and much more. Since this functionality is available throughout Sage PFW, the possibilities are virtually unlimited.

Streamlined Integration

Streamlined integration with Sage PFW modules such as Accounts Receivable, Accounts Payable, and Standard or Premier Ledger further simplifies work processes, eliminates redundant entry efforts, and reduces errors. When bank fees, adjustments, and cash transfers are entered in Bank Book, they automatically post into your general ledger. Payroll data may also be imported from Sage Abra or various other payroll systems.

Simplified Reconciliation

Sage PFW Bank Book is your central clearinghouse for cash management, simplifying reconciliation so you are always armed with the most accurate and comprehensive financial information. Through Account Reconciliation, all cash transactions (from fully integrated Sage PFW modules and Bank Book Journal Entry) are compared to the transactions listed on your bank statement. For ease of comparison, the transactions are sequenced in the same order in which they are listed on your bank statement; that is, either by document date or document number. As you compare the transactions listed in your bank statement to those listed on the screen, you indicate those that are accounted for in both places. You can use the Reconcile Line option to have the system clear a line by duplicating the line's book amount, or the Auto Reconcile option to reconcile all lines. To further simplify your reconciliation, automate the process by importing transactions into the reconciliation screen using the bank statement file downloaded from your bank.

Flexible Processing

Sage PFW Bank Book can be easily tailored to your business processes for maximum functionality. For example, you can define categories for transfers between accounts, corrections and adjustments, bank fees, deposits and withdrawals, interest charges, and loan payments—each with an associated general ledger account. Transactions can then be referenced and grouped by category. When you select a category during transaction entry, the description and general ledger account are automatically entered, simultaneously increasing efficiency and reducing errors. Bank Book automates time-consuming manual cash management processes such as reconciliation and general ledger posting, so you can concentrate on more important tasks.

Insightful Real-Time Status Reports

To make critical business decisions, you need to have accurate and immediate knowledge of your cash position. The Cash Balance report provides access to your current cash position for each defined cash account in any currency, at any time—all without having to manually finalize subledgers or update your Bank Book module with cash receipts and disbursements. The Reconciliation Report lists outstanding checks or deposits in-transit, and the Distribution Report automatically generates entries when there is a different buy/sell rate from the exchange rate file. In addition, all reports may be performed on a trial basis for review purposes without altering any records. Bank Book makes it easy to stay in the know, even when you're on the go.