

MANAGE my payables

with *InfoMaster* Accounts Payable (InfoCreditor)

INFOCREDITOR TRACKS ALL YOUR PAYABLES IN REAL TIME FOR BETTER BUSINESS PLANNING AND CASH FLOW

InfoCreditor provides robust accounting features to streamline your entire cash flow process and help you reduce unnecessary expenditures. It keeps track of all important vendor purchase information, invoice, debit balances and outstanding balances. The Drill down feature makes tracking of source documents (invoice, debit notes, etc) a simple task. With this comprehensive financial management tool you can prioritize payments, make flexible payment disbursements, negotiate terms, reduce bad debts — all in a timely manner. With its powerful accounting and reporting features, InfoCreditor makes it easier to manage vendor payable information the way your company requires. It is integrated to **InfoCash** for seamless bank withdrawal activity, **InfoBuy** for immediate purchase amount updating and **InfoProject** for users with project information integration requirements.

MAXIMISE YOUR EFFICIENCY AND CASH FLOW

A Delivery Order usually accompanies the goods delivered. In most cases, the invoice will be sent later. For small volume of purchases, this may not be a critical problem. However, once the purchase volume increases, you may not be able to know exactly which invoices have not been received or paid. This will give rise to many administrative problems. The last thing a business needs is the sudden appearance of invoices that are unaccounted for. Not only does it eat into the sales margin, it will also lead to difficulty in tracking the goods and cause unnecessary delays in the business process - InfoCreditor makes sure that all A/P invoices are accounted for and if not received are in an A/P accrued list.

Key Benefits

- Enables you to manage accounts payable data in real-time, track outstanding vendor invoices, manage vendor payments and make informed decisions for your business
- Comprehensive on-screen data presentation for macro/micro view of your vendor ageing details, receipt and adjustment history, vendor drill-down information and vendor purchase history
- Improve your payable management process for prompt payment through our functional reporting system
- Seamless integration to all other InfoMaster Modules for increased productivity and efficiency

InfoCreditor is integrated to :-

- InfoBuy
- InfoProject
- InfoCash
- InfoLedger

Vendor Name	Current	30 Days	60 Days	90 Days	Total Amount
PLP CHLASHAPORANE PTE LTD	500			6,000.00	
CONCRETE PTE LTD	500	529.00			
AL-TECHNOLOGY SOLUTIONS PTE LTD	500	5,250.00		91,580.00	
ALUMINATE LTD	500			20,000.00	
ATYESTERLAND CONSULTANCY PTE L.	500			18,322.00	

Invoice Date	Product Description	Quantity	Unit Price	Total Amount
06/06/04	DISPEND 0808 HANE SHOWER LABELLE	200.00	15.00	3,000.00
07/11/04	DISPEND 0711 BEET SHOWER SET LABELLE	200.00	20.00	4,000.00
08/05/04	DISPEND 0808 HANE SHOWER LABELLE	200.00	15.00	3,000.00
08/08/04	DISPEND 0808 HANE SHOWER BEACH	200.00	15.00	3,000.00
08/09/04	DISPEND 0808 HANE SHOWER (HANE)	200.00	15.00	3,000.00
08/09/04	DISPEND 0808 HANE SHOWER (HANE)	200.00	15.00	3,000.00
07/11/04	DISPEND 0711 BEET SHOWER SET (BEET)	200.00	20.00	4,000.00
07/11/04	DISPEND 0711 BEET SHOWER SET (BLACK)	200.00	20.00	4,000.00
07/11/04	DISPEND 0711 BEET SHOWER SET (GREY)	200.00	20.00	4,000.00
10/08/04	DISPEND 1008 SHOWER SET (BLACK)	200.00	35.00	7,000.00
10/08/04	DISPEND 1008 SHOWER SET (SHIMME)	200.00	35.00	7,000.00
10/08/04	DISPEND 1008 SHOWER SET (SHIMME)	200.00	35.00	7,000.00
08/08/04	DISPEND 0808 BATH-MEMBER (CHROME/GOLD)	40.00	48.00	19,200.00
08/08/04	DISPEND 0808 BATH-MEMBER (CHROME/GOLD)	40.00	48.00	19,200.00
07/11/04	DISPEND 0711 BEET SHOWER SET (HANE)	200.00	20.00	4,000.00
08/08/04	DISPEND 0808 BATH-MEMBER SET (HANE)	200.00	50.00	10,000.00

Vendor Aging Inquiry Screen with Drill Down Feature

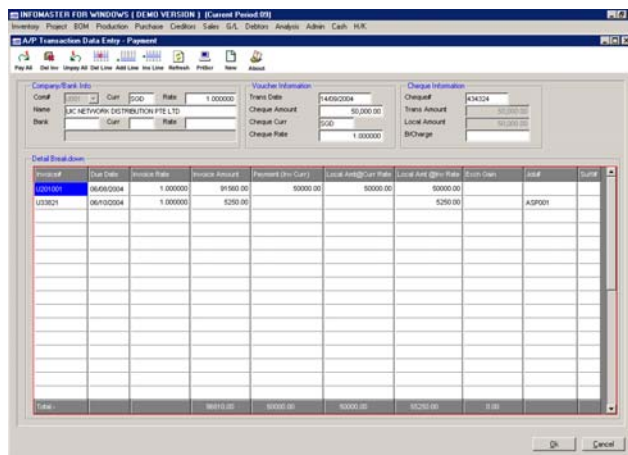
ENHANCED FEATURES FOR BETTER CONTROL

InfoCreditor streamlines your payment process and makes sure that you have firsthand information of all A/P invoices. As part of the InfoMaster for Windows Series, InfoCreditor delivers real-time, online information.

You will be able to tell exactly which payment is outstanding at any one time without the need to perform any tedious posting process. This allows the finance manager to make better cash flow planning and make financial decisions based on up to time information.

InfoCreditor's control system ensures that late invoices are accrued and properly accounted for. You will thus avoid problems associated with late billings; such as sudden fluctuations of profit/loss amounts, unexpected costs incurred for the business that result in negative profit.

With InfoCreditor's tracking system, payment due dates can be verified on-screen. You will thus avoid incurring unnecessary interest charges, make duplicate payment of A/P invoices or accept duplicate A/P invoices.



With InfoCreditor, you can assign any clerk to enter the data - InfoCreditor will do the rest. No more delays because of staff turnover or when the accounts clerk is on leave. The Microsoft Excel like data entry screen provides a familiar look and feel for most users.

The accounts staff will also benefit from the real-time nature of InfoCreditor. Rather than have time consumed on manual computation and manual record keeping, the accounts personnel can allocate more time on process flow, data accuracy and vendor negotiation.

Each A/P invoice entered can be in any foreign or local currency. The original currency will be tracked together with its exchange rate at the time of sales. Exchange gain/loss will be computed automatically when payment is made. For foreign invoices, any bank charges incurred can be taken care of at the same time.

InfoCreditor AutoPayment feature automates the payment process so that routine tasks can be handled easily. It is divided into the following sub tasks: -

- Payment Data Generation
- Payment Data Maintenance
- Payment Voucher Printing (Batch)
- Payment Status Update

Optionally, if the payment volume is large, an auto cheque-printing feature can also be installed.

STRATEGIC INFORMATION FOR ENTIRE BUSINESS

InfoCreditor allows the Company Management access to online data anytime without reliance on the accounts personnel. Data transparency ensures that information is available whenever it is needed. You can analyze the purchase patterns for different vendors and in the process negotiate for better credit terms or pricing.

InfoCreditor's drill down facility allows ageing information to be drilled down 3 levels - from ageing buckets to specific invoices to invoice contents. Such a view affords the accounts personnel to identify a particular segment that needs attention.

The management, the accounts and the purchasing department will benefit greatly from the accurate date presented in InfoCreditor.

REPORTING and ANALYSIS

Ageing analysis or statement of accounts can be viewed or printed as and when is required.

Management summary reports provide the view of the A/R and A/P status for side-by-side comparison. Information on MTD receipts and MTD payments provide the management with vital cash flow information.

Mastering your information with *InfoMaster*

Key Functions	Description
MASTER	<ul style="list-style-type: none"> • Maintains a complete vendor data base • Captures the full particulars of the vendor • Maintains person contact/s of vendor • Support multiple vendor control accounts • Maintains A/P accrual data for invoices not received
TRANSACTION	<ul style="list-style-type: none"> • Allows entering of invoices with or without accrual • P/O matching upon invoice entry • Allows entry of invoices, payment, debit notes, debit balances and adjustment • Allows contra with A/R invoice • Allows contra with debit balance (deposits) • Hold or release payment definition • Support multiple bank and multiple currency • User defined currency codes and daily exchange rate • Accept partial payment, full payment and over-payment • Auto application of payment amount to offset multiple invoices • Allows single cheque payment to offset bills from many companies • Support bank charges in foreign and/or local currency • Automatic exchange gain/loss computation upon receipt • Outstanding bill re-valuation on exchange rate fluctuation • On-line / real-time update of information • Multiple G/L allocation per invoice • Auto Payment for batch generation of payment vouchers and batch update
INQUIRY	<ul style="list-style-type: none"> • Maintains a complete A/R history for current, last and past year • To identify key vendor accounts and ranking • Management summary of A/R and A/P status for side-by-side comparison • Display summarized information to provide management a better overall picture of the entire purchase and payable status • Provide on-line summarized ageing as well as detailed outstanding bills to assist accounts payable staff in handling all incoming as well as internal inquiries efficiently • Analyze outstanding invoices in 5 ageing fields i.e. current, 30 days, 60 days, 90 days and above 120 days • Drill down facility to allow viewing the source entry of an outstanding invoice
REPORT	<ul style="list-style-type: none"> • Many reports to be printed as and when required • A/P Status report (local and foreign currency), Statement of Account printing, vendor ranking report, payment due exception report, vendor outstanding bill report, G/L report, Transaction analysis, Ageing analysis and vendor master detail listing • Provides adhoc report printing to facilitate management reporting needs • Printing by selection criteria • Full report preview before printing
OPTIONAL APPLICATIONS	<ul style="list-style-type: none"> • Auto cheque printing/processing feature is available as an option • Auto payment data integration to banking system is available as an option • Thin client browser based access to InfoMaster System (requires appropriate hardware, licenses, third party software and internet connectivity)

To learn more about the InfoMaster for Windows Accounting/ ERP Application you can visit our website at www.ise.com.sg or call us at (65) 6747 5665.