

# *Data Business Systems*

"Business Software for a Changing World"

www.databusiness.com

## *MenuMaster™ Automatic Program Dispatcher*

- \* Allows user to customize program launchings
- \* Displays customized welcome message
- \* Displays user's personal workstation name
- \* Incorporates scroll-bar for quicker program navigation
- \* Displays time, day-of-week, date, holidays and events
- \* Personalized Phone Book w/Calendar
- \* Supports multi-user operation up to 250 workstations
- \* Features our under 1 second program loader for all signatures series programs

## *Point-of-Sale Retail Invoicing with Inventory Control*

- \* Stores all customer information including: Company name, bill-to and ship-to address, phone and fax, message lines, volume year-to-date and last years volume, account balance, account terms, credit card number with expiration date, starting date, last sale date, residential/commercial, international zone, backorders, discounts, price level A-D, sales person's code, sales tax code, credit limit, fixed billing amount, customer code, sales rep commission, credit-card CCV, and user defined fields.
- \* Automatically updates the Inventory Quantities, Customer balances, Accounts Receivable, Sales-History, Serial Number, GL-Journal, Invoice Report and Daily Sales files.
- \* Holds up to 250,000 Inventory Items, 100,000 Customers and 10,000 Vendors
- \* Built-in inventory search by partial item number or partial description
- \* Built-in supersede feature for cross reference of older inventory items
- \* Automatic credit card authorization with check guaranty
- \* Supports all major bar-coding and scanning devices
- \* Min/Max pricing protects clerk from accidental under/over charge
- \* Produces debit memos and refunds
- \* Single button invoice credit reversal
- \* Prints pick tickets, labels, and shelf tags
- \* Allows for flexible payment terms of Cash, Check, Money Order, Net 0-360, Master, Visa, Discover and American Express cards.
- \* Produces user defined invoice messages with individual invoice override
- \* Allows for invoicing of labor, sub-labor and non-inventory items
- \* Supports 9 unique Inventory, Customer and Vendor Files
- \* Allows for placing customer orders on hold for future retrieval and invoicing
- \* Allows for freight charges to be added
- \* Tracks sales representative accounts for commission percentage reports
- \* Automatic customer alpha search
- \* Automatically tracks job numbers
- \* Displays amount tendered, displaying total, amount received and customer's change
- \* Prints forms on laser or dot matrix printers
- \* Supports up to 5 printers simultaneously
- \* Hyperlinks to the Backorder, Customer, Sales History, and Inventory files
- \* Supports up to 250 workstations simultaneously
- \* Flexible correction mode for accidental entries

## ***Order Entry wholesale invoicing including ShipMaster Parcel Shipping System***

- \* All of the features found in Point-of-Sale plus:
- \* Automatically updates the shipping manifests, backorder and shipping reports
- \* Built-in certified United Parcel Service electronic shipping system including rates for: Ground, 3-Day Select, 2-Day standard, 2-Day Early A.M., Overnight Standard Early A.M. and P.M. Saver, Letters, International World Wide Express and Expedite, Saturday Delivery, Delivery Confirmation & Adult Signature Required, as well as the ability to ship FedEx, RPS & US Post Office.
- \* Holds over 5 years of detailed shipping information for future parcel detailed information
- \* Built-in 200 Pound Electronic Scale Interface
- \* Supports oversize packages, hazardous materials handling, UPS additional handling and UPS Call Tags
- \* Automatic quotation-to-order function
- \* Automatic backorder tracking and backorder invoicing
- \* Tracks orders with order status report
- \* Handy add-on package function for shipping parcels not invoiced, including void package option
- \* Prints shipping labels for UPS, Federal Express, Post-Office, RPS and auxiliary carriers
- \* Instant add-on customer, vendor or manual entry shipping labels with memo detail for United Parcel Service, Federal Express, RPS, U.S. Post Office and an auxiliary.
- \* Retains up to 30,000 orders in the system for future processing
- \* Flexible correction mode for accidental entries

## ***Accounts Receivable***

- \* Automatically updates the Receivables, Customer, Banking, Deposit, History, Invoice and GL files
- \* Allows for the Adding, Viewing, Correcting and Archiving of transactions
- \* Automatically sorts transactions for organized detailed reports
- \* Prints customer statements
- \* Prints reports sorted by customer, invoice number, trial aging, paid only, unpaid only, both, summary, detail, cash-only, non-cash, COD and net-terms.
- \* Prints reports within selected starting and ending dates
- \* Prints reports to screen or printer
- \* Accepts and records customer payments
- \* Automatically produces the bank deposit
- \* Flexible correction mode for accidental entries
- \* Direct hyperlink to your backorder, customer and inventory files

## ***Accounts Payable***

- \* Automatically updates the Payables, Banking, General Ledger, Journal and Vendor files
- \* Allows for the Adding, Viewing, Correcting and Archiving of vendor invoices
- \* Automatically sorts transactions for organized detailed reports
- \* Prints all reports to screen or printer
- \* Prints reports sorted by purchase order, trial aging, general ledger account, paid & unpaid only, both, summary, detail, include deferred transactions and report codes A-Z.
- \* Prints reports within selected starting and ending dates
- \* Automatic check writing feature, individual or batch
- \* Flexible correction mode for accidental entries
- \* Direct hyperlink to your Banking and Vendor file maintenance

### ***Check Writing/Banking***

- \* Automatically updates the Vendor, Customer, Deposit, Accounts Payable, GL and Journal files
- \* Writes checks with automatic vendor and customer lookup information
- \* Supports up to 9 separate bank and deposit files and Writes checks up to one million dollars
- \* Automatically posts to Banking Ledger, Deposit File, GL-Ledger and produces pay-line printing
- \* Handles banking interest and ATM charges
- \* Includes provision for hold and retrieve and non-print mode for hand written checks
- \* Reconciles bank statements
- \* Includes automatic void check function
- \* Allows full deposit functions including printing of deposit slip
- \* Prints bank statements sorted by pay-to name, general ledger account number, dollar amount and outstanding checks.
- \* Prints sorted cash disbursement journal and detailed deposit report
- \* Prints reports to screen or printer
- \* Flexible correction mode for accidental entries
- \* Direct hyperlink to the accounts payable files

### ***Payroll***

- \* Automatically updates the Payroll, Employee, GL and Journal files
- \* Adds, deletes and archives employee information
- \* Built-in tax table with weekly, bi-monthly and monthly charts with salary feature
- \* Prints payroll checks including year-to-date voucher advice, while updating payroll, employee and banking ledger files.
- \* Adjusts for maximum FICA, SDI and Medicare
- \* Prints payroll records, employee files, 1099's and W2's
- \* Prints reports to screen or printer
- \* Flexible correction mode for accidental entries

### ***Purchase Orders***

- \* Automatically scans your inventory for low level items
- \* Generates vendor purchase orders including special messages
- \* Allows for adding, deleting, correcting and voiding of items
- \* Processes incoming purchase orders, while updating inventory levels automatically
- \* Prints purchase order summary and allows for reprinting of orders on demand
- \* Prints reports to screen or printer
- \* Flexible correction mode for accidental entries

### ***General Ledger***

- \* Lets you add, correct and delete your own GL accounts
- \* Journal maintenance automatically updates the up to 9 banking files
- \* Prints GL master file sorted by GL number or description
- \* Provides access to 13 accounting periods, with actual, budget and last year columns
- \* Breaks down GL accounts by account-type, debit-credit and department types
- \* Prints income statement and balance sheet, trial balance and journal
- \* Built-in direct posting table produces offsetting entries automatically

## ***Return Merchandise Authorization (RMA)***

- \* Issues, maintains, views, corrects and deletes RMA's
- \* Prints a detailed RMA report for tracking of goods to and from customer
- \* Prints reports to screen or printer
- \* Direct hyperlink to your customer file

## ***ReportMaster***

- \* Conveniently prints all system reports from one location
- \* Prints all reports to screen or printer
- Accounts receivable, accounts payable, backorder, balance sheet, banking/deposit, budget forecast, cash disbursements, daily sales, general ledger, income statement, inventory, invoice, commission, month-end, payroll, employee, return merchandise authorization, sales history, serial number, shipping rates and postal zones.

## ***Backorder Tracking***

- \* Automatically updated from Order-Entry and Point-of-Sale
- \* Allows for adding, deleting and correcting of inventory items
- \* Prints by customer, item number or all
- \* Allows for the deletion of terminated or all customers by day, month and year
- \* Flexible correction mode for accidental entries
- \* Prints reports to screen or printer

## ***BudgetMaster***

- \* Produces budgetary reports
- \* Stores and prints 12 months of information in last year, actual, and variance columns
- \* Prints barcode charts
- \* Prints reports to screen or printer

## ***Utilities***

- \* The following programs are included in the **Signature Series** family:
- \* **Amortization** - quickly calculates and prints monthly payments for real estate, autos and equipment
- \* **Electronic Mail** - Allows you to send and store messages for yourself and other workstations
- \* **File Repair** - Allows you to repair data files that may have become damaged as the result of bad power
- \* **Just for Practice** - Allows you to practice without changing live data
- \* **LabelMaster** - Allows you to print general information on 1" x 4" labels
- \* **Ordering Forms** - Allows ordering of all necessary forms required for our **Signature Series** package
- \* **Price List** - Allows you to generate an inventory pricelist with optional price levels for your customers
- \* **System Setup** - Allows for you to design your own flexible navigational program default paths
- \* **Telephone Communication** - Allows you to connect to other computer sites
- \* **Word Processing** - WordPro II letter writer
- \* **Auxiliary Program** - Allows you to select other programs to navigate to and from
- \* **Year End Close** - Allows you to reset all necessary data files to get ready for the following year