



A P M
Accounts Payroll Management

XISVO
IT & WEB
SOLUTIONS

- Organize your finances all in one place
- Immediately know where you're making money or not
- Be ready at tax time with full & accurate reports
- Instantly create invoices and manage expenses
- Create paychecks in just a few clicks
- Payroll automatically calculates payroll taxes
- Instantly generates tax forms for you
- Manage all your VAT tasks in one place
- Store your company data
- Manage your departments effectively
- Managing your customers and suppliers
- Keep track of the flow of your money
- Plan ahead to avoid the crunch
- Manage your products

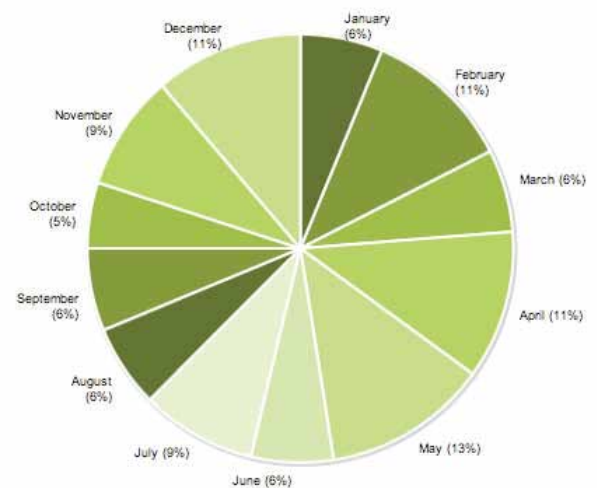
FEATURES

Import data from Excel, Quicken, Microsoft Office Accounting & prior Quick Books
 Track inventory, set reorder points & create purchase orders
 Track international sales & expenses in multiple currencies
 Manage payroll & taxes; offer Direct Deposit
 Create orders, allocate stock, despatch stock
 Effortlessly track bills & set due-date reminders
 Create & customize professional-looking forms
 Easily print checks, pay bills & track expenses
 Track sales, taxes & customer payments
 Download your bank & credit transactions
 Sales order processing and fulfilment
 Manage your finances more efficiently
 Save time on routine accounting tasks
 Quickly create estimates & invoices
 Create industry-specific reports
 Number of simultaneous users
 Easily create a business plan
 One-click business reports
 Forecast sales & expenses
 Produce delivery notes



Managing your finances

- Store a complete history of your VAT return
- Increase the accuracy of your VAT returns
- Easily track your VAT returns
- Instant information about your accounts
- Quicker and easier bank reconciliations
- Print out your cheques
- Individual customer pricing and custom price lists
- Speed up your invoices and orders
- Professional invoicing
- Make the most of discounts and deposits
- Refunds in one single transaction
- Handle quotations with ease
- Store your documents
- Quickly and securely run your reports together
- View the figures that matter
- Flexible management reports
- Export reports into pdf, excel, word or text files
- Bill of Materials
- Allocate your stock
- Purchase order processing
- Improve your project costing



Manage your HR information and your people

- Record all your people information and store it in one place for instant access.
- Record and report on the unique information that's relevant to your people and your business.
- Create reports that keep you in control
- Track absences and holidays, and monitor potential gaps and plan ahead.
- Keep sensitive information secure
- Avoid disputes
- Maintain records, time scales and details of behaviour

Manage your wages and salaries

- Easily pay employees
- Handle your own payroll taxes and filings
- Create paychecks in just a few clicks
- Stay current on payroll tax rates
- Run customized reports anytime
- Keep track of when payroll tax payments are due
- Confidently handle tax forms
- Net to gross payments
- Net payment types
- Batch time sheet entry
- Multi- company
- Multi-user
- Pay everyone at the right rate
- Manage commissions, bonuses and overtime
- Manage your payroll costs
- Easily access your historical data
- Import and export employee data
- Easily import time sheet data
- Predict the impact of pay increases, bonuses or overtime plans with the salary forecast tool
- Supports weekly, fortnightly, four-weekly and monthly payment periods
- Overtime, bonus and commission calculations at the touch of a button
- Calculate average pay and the holiday payment due
- Automatically calculates earnings, payroll taxes and deductions for you
- Easily print paychecks yourself,
- Wide choice of layouts for your pay slips which can be printed
- Manage tax parameters and codes, payments, additions, holiday schemes
- Give your people the information they need
- Your employee records in one place
- Store information on: appraisals, disciplinary records, job and salary history
- Apply changes to more than one record in one go
- Create your own individual employee groups
- Select groups of employees not linked by department or cost centre
- Add notes to keep track of changes
- Add new employees quickly and easily
- Managing your reports and analysis
- Automatic reminders prompt you when you need to take actions

