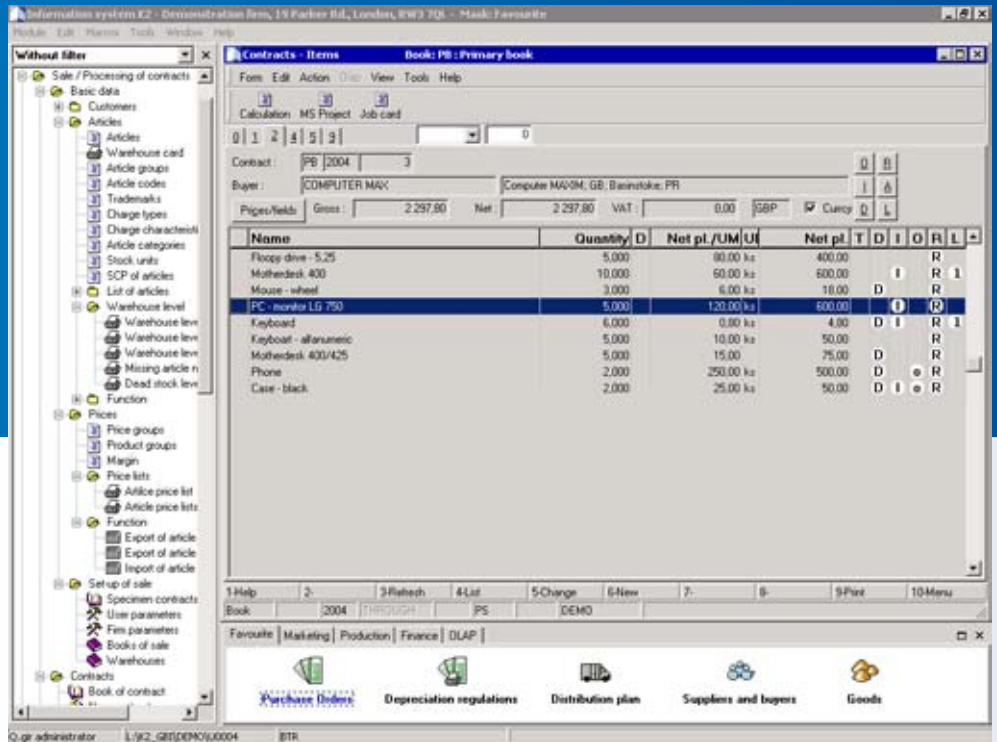




The module Sale serves for management and realization of business transactions of customers.

FUNCTIONS

- > Accounts receivable ledger
- > Additional information about business partners
- > Administration of VAT codes
- > Advance invoices
- > Alternate units – quantities, volumes, weight
- > Apportionment of delivery to parcels according to the weight limits (C.O.D.)
- > Automatic generation of mutual offsets
- > Automatic penalization
- > Automatic repricing
- > Bar code, electronic scale
- > Bills of materials
- > Blocking of bad payers
- > Blocking of goods in stock for customers
- > Calculation of commissions according to the agents
- > Calculation of postal charges, packing charges, insurance premium
- > Classification of business partners according to the two abbreviations, groups, codes, ID No
- > Code list of articles
- > Creation of penalty invoices
- > Credit notes in
- > Customer's prices and discounts
- > Customer's prices of goods
- > Customer's withdrawals of goods
- > Customer's wrapping account
- > Customers' margin
- > Customs tariff
- > Directory of business partners
- > Dispatch stores



Immediate overview

On one desktop, the module concentrates immediate overview of all contracts under progress. Selected conditions limit this set to groups of contracts in similar stage of realization with analogous features. Particular lines provide the dealer with immediate overview as concerns the section for which s/he is responsible, while classification and grouping can be combined with the lines arbitrarily.

Linkage of documents

Documents in which particular contract item appears are represented by its initial letter. At the same time, this letter serves as a hotkey which enables direct switching to the selected document. However, the programme itself remains on the selected item (stock card), but it displays continuously set of related documents.

Single data entry

Particular items of a business transaction are entered once only, namely when creating it. Usually, this is the case when creating an offer or other primary document. Other documents created within realization of a contract are generated from the existing set. Thereby, the business transaction concerned can be realized in parts, or to completed gradually without it is necessary to define sequence for creating particular documents in advance. On the contrary, it is possible to define strictly procedure for processing a business transaction, if appropriate.

Evaluation from primary documents

The information System K2 provides, without booking of documents being necessary, comprehensive overview concerning sales, ledgers, profitability of contracts or partner hitlists. By dipping into contract item, the user obtains analytical information about given item, in particular about its price levels in various documents (stages) of the contract. Special role plays reservation. Sum of reservations indicates requirement for purchase/production of the item in question with link to the Purchase/Production mode.

Automat of summary reports

The user, or system administrator, as the case may be, control logic for usage of contract items in the summary reports. These can be located directly in the bar (toolbar) and started directly from the contract. This mechanism is suitable in particular for print output (owing to individual selection of the look for concrete document – offer, invoice, deliver note, release note...) and for evaluation reports, generating orders, various item hitlists, ratios, general overviews (weight, volume, discount, number of boxes etc.) At the same time, it is possible to include reports directly into the document in so-called view sub-window so that they are automatically updated by selection of a document or document item.

Primary logic

The principle of confirming documents (in combination with program script) enables to use watching operation logic. Confirmation of the document depends on concrete facts, for example missing goods in stock means



FUNCTIONS

- > Evaluation and print of reminders (1., 2., 3., conciliation at arbitration...)
Exchange differences for invoices out
- > on certain day
- > Foreign invoices in foreign currencies
- > Goods release of stock
- > Check of commercial margin in the price list
- > Leasing – automatic generation of instalment sheets broken down according to the time
- > Margin for sold goods
- > Mass creation of commercial documents
- > Monitoring of contract fulfilment
- > Monitoring sales for contracts
- > Monitoring settlement of invoices out
- > Preparing goods for customers
- > Prices in foreign currency
- > Print of dispatch notes, paying-in slips
- > Print of labels
- > Print of offers, mass sending...
- > Proforma invoices out
- > Progress of an order
- > Quantity discounts
- > Receipt and confirmation of an order
- > Returnables
- > Rounding off selling prices in foreign currency
- > Sale management within particular cost centres
- > Selection of invoices for penalization
- > Selling price calculation according to entered criteria
- > Several addresses to one accounting unit
- > Statistics concerning sales to customers
- > Statistics concerning sold articles
- > Texts of contracts of any size
- > Up to 255 price (dealer) categories
- > VAT from invoices out

automatic reservation for ordering. The script watches sequence of operations or, on the contrary, it is possible to create only confirmed documents (e.g. cash documents). With regard to existence of confirmed as well as unconfirmed documents, it is possible to monitor together firms sending demands but never realizing an order, offering procedures, calculations against documents which have impact on stock and financial flows in the firm concerned and which have to be booked.

Default documents

Creation of default documents means important advantage for the users. Frequently repeated transactions are entered from specimen or by copy. The strength of the system is appreciated by the user mostly when creating individual contracts. Full linkage with the module Stock ensures universal pricing. This solution takes into account the customer, currency, dealer group, quantity, and date. Individual algorithm for fixing the selling price of every item is possible. Furthermore, the contract has additional adjustment of the price. Additional modifications are displayed by the system directly in the items of a business transaction and, at the same time, contracts for which any modification has been made are marked in the list of all contracts.

Marketing of the market

The module Sale together with the module Marketing supports continuous evaluation of the market. It concerns not only new opportunities and scale for evaluation as concerns probability of realization, but also monitoring of competition, development of contacts, meetings, communication etc. Utilization of the contract module in the marketing section of the programme ensures exact records for items offered from stock for prepared transactions and, subsequently, it solves only processing of the offered contract configuration for realization.

Card of customer

The card of customer is divided into monitoring development of a contact in the light of the time sequence – minutes, meetings, contracts, contacts, documents etc. These data are summarized in the card of partner. His/her position in the firm's structure, assignment to a dealer, region, route, superior customer, accounting analytics, all created business transactions and other data are contained in the form of the customer. For individual data as monitored in various lines of business, additional fields exist with assignable meaning, the data of which enter in further calculations (searching, sorting). By watching authorized credit, the programme limits creation of documents, or it does not allow to realize the movements, if appropriate.

Export

Created reports, filters, macros, and masks are recorded by the system against the user password. Results of these actions can be displayed, printed or exported into optional files in general formats or it is possible to save them as units in order to process them later.

Joint contracts, project management

Long-term or complex projects are implemented by means of a set of contracts (and orders) joined up in realized joint contract. Thereby, transparency is improved and evaluation of gradual realization of various (stages) of contracts is facilitated. By means of a link with the module Production and resources calendars in connection with internal mail and documents related to the business transaction, project management is facilitated.

Document analyses

Every commercial document has a sorting page where it is possible to summarize realized items according to the user setting. For example, it concerns non-delivered, unprepared, unordered, non-invoiced goods on a concrete day as summarized by groups of articles (goods, products, wraps, services, waste) expressed in money or in stock units.

Easy control

New control logic reflects many years of development and monitoring of user needs. Frequently repeated and routine operations are performed over filters of suitable documents. Definition of conditions as well as start of the filters itself is hidden for the user behind user name so that the user need not know about the filter. By performing a working step on its content, it comes, naturally, to a change in the selected documents, which, thereafter, comply with conditions of another filter, into which they are inserted in a dynamic manner. The advantage lies therein that, by means of appropriate definition of conditions, the users can distinguish between normal routine contracts and specific contracts requiring special care.