

Standard ERP

Project Management

Visibility

360 degree view of project status and budget

Control

Project cost and information about deliverables at your fingertips

Graphical

Projects and resource utilization displayed graphically

Mobility

Time and materials can be entered from a mobile device

On Time

Functionality and reports help deliver projects on time

On Budget

Cost tracking and business alerts help deliver projects on budget



The World's Best Integrated Business Platform

Have the visibility and control you need to deliver projects successfully

Save time and money! Professional services, construction and creative companies will benefit from the many functions found within Standard ERP. Project management, costing and job bag capabilities are seamlessly integrated with all areas of the accounting system.

Quotations

Raise Quotations for Projects by quickly entering relevant codes, and even using drag and drop of relevant items. Mix and match time, materials, expenses and inventoried items. Enter free text descriptions, or drop in blocks of text from elsewhere. Forms can be set up with header lines and subtotals, to create excellent-looking and easy to read documents. Use Standard ERP's workflow overview feature to view all projects in different phases, see the value of potential orders per month, as well as the average sales lead times. New job numbers can be created from quotation details automatically, at any point in the sales process - whether or not the sale has been closed.

"We can be more proactive since we can identify if there is a problem with a project much earlier on in the process."

Kieran McGinley, Maiow

Project Overview and Phases

The Project record controls much of the information for invoicing, reporting and for accounting. There is huge flexibility over the level of detail to present on invoices - with different settings for each project. For example, choose to present the time worked on the project as anything from a single row consolidating all days, to separate rows for each day by each person, with the date shown. Classify projects by business type, urgency or any other criteria, and provide analysis codes that feed right through to the accounts.

"We've totally transformed our weekly project tracking and management reporting"

Matti Zadok, Experian Integrated Marketing

Create Project Phases, with the dates the phases are running from. All transactions will get labelled with their phase, enabling reporting on profitability, timing and project status per phase. Sign off completed phases, and you can trigger invoicing just for transactions belonging to those phases. Assign percentages to the phases, and get reporting on the percentage of the Project that is now complete.

Budgets

Budgets can be raised automatically from Quotations, or entered manually. These can be allocated to individuals, so reporting can pick up overruns at the person level as well as by type of work.

Rules set on Projects and Project Budgets give huge flexibility on methods of invoicing, including:

- fixed price: per project, per item or per item type
- time and materials (per diem): with rates picked up from price lists that can be set per client or group of clients
- milestones: this might be as simple as a single deposit, that gets automatically allocated against future invoices raised,

Item	Person	Qty	Description	Price	%	Sum	Phase	Sign
1	80303	HM	Repairs of Music Instr...	100.00		200.00		
2	80302	HM	Tuning of Music Instru...	350.00		450.00		
3	Subtotal		Total Services			650.00		0.00
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								

Sum Time 650.00 Sum Inventory Budget Markup
Currency USD Sum Materials Sum Purchases Total Sum 650

or as complex as a series of milestones with amounts and expected

- invoicing dates
- retentions: set these as absolute amounts or percentages, and HansaWorld reverses it automatically when the final stages have been signed off.

Each budget line can be marked with a type, that indicates whether future invoices will be based on actual costs or a fixed amount, or even not recharged to the customer at all. You can also set blocks to prevent invoicing of specific items before given dates.

Scheduling

Assign one or more managers, and all team members, by entering their person codes on the Project record. Use Standard ERP's Resource Planning module to schedule each piece of work on the Project. You can filter the schedule to show just work being performed on a specific project, or all time entries, for each project team. You do not need to replicate scheduled tasks on timesheets: if you are using the schedule, ticking work as done makes the necessary job costing entries. Resource Planning supports drag and drop reallocation between different team members.

Time Billing and Costing

Set up as many employees as you want, each with their hourly rates and cost per hour for gross profit calculations. Employees can belong to groups, all with the same rates, for ease of entry and reporting. Job groups can themselves be associated with price lists, so different customers are recharged at different rates for the same person's time. In addition, you can set up specific discounts or unit prices for individual customers and items (time or costs).

Time sheet entries allow you to enter any quantity of items (usually hours of an employee's time) against an employee and project.

In addition, items can be non-inventoried cost items, such as consumables, recharges and the like. To make things even easier, job groups can be restricted to a defined list of items that can be entered on time sheets.

To speed up data entry, clicking Enter or Tab from a blank line copies data from the line above to the line below, which can then be edited. Posted entries can be amended easily by marking them, "red-lining" deletions, and adding amended lines.

Time entries can even be given codes that relate to when on the day or in the week the work was performed. For example set overtime rates for weekdays after 5pm, double rates for weekends, and triple rates for state holidays.

"We have been impressed by the simplicity of costing time and expenses against jobs, holding this data for multiple years, and then invoicing it whenever required,"

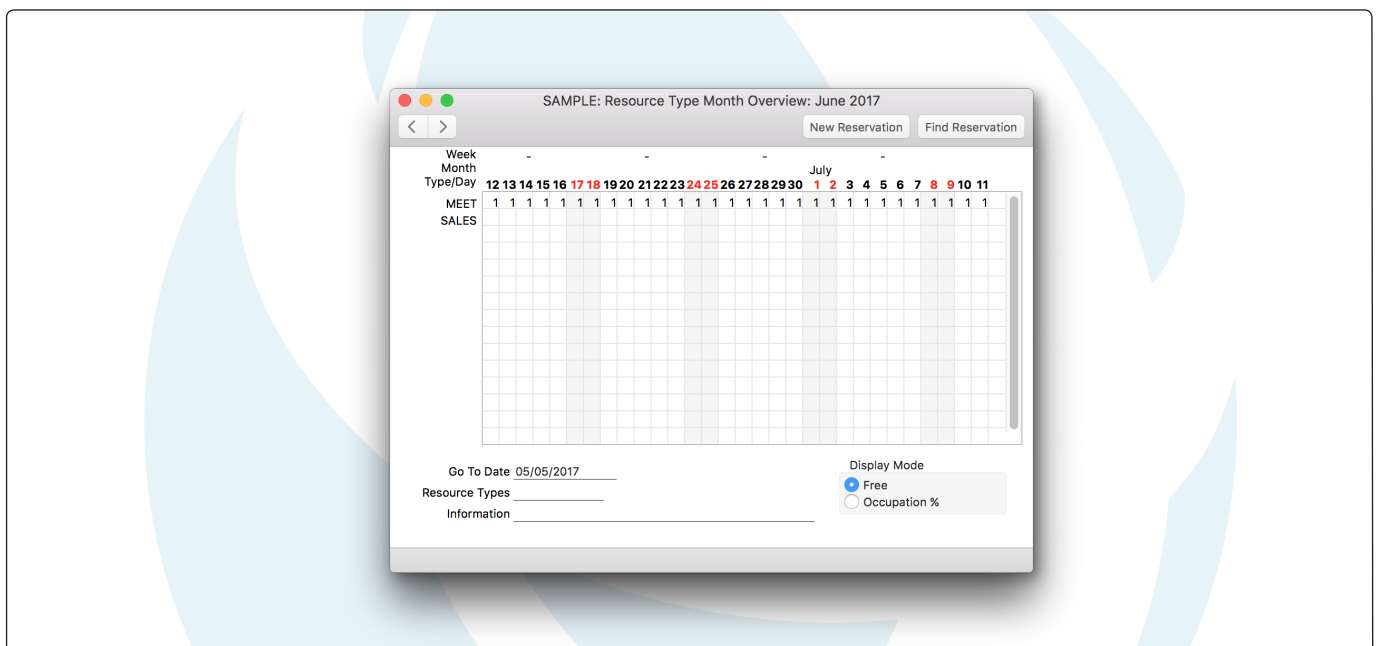
Paul Harris, ICEE

Standard reporting includes:

- Employee statistics, covering time worked, on what, by project, with productivity details
- Consultants bonus calculations
- Gross profit by project and by employee, if requested showing time, purchases, material and order items separately
- Project invoicing, giving amounts invoiced and yet to be invoiced
- Budget against actual income and costs, in value and quantity terms, at several levels of detail
- Project profit/loss

Expenses

Standard ERP provides simple expenses sheets to allow your employees to enter their expenses. The expenses input screen is headed by the employee and only books expenses against



specific employee. Coding is simplified, so the employee only needs to enter intuitive codes describing the type of receipt (e.g. "CAB" for a taxi fare), and Standard ERP takes care of the accounting entries and the tax treatment.

"For staff reimbursements, we now use the integrated Expenses module and have been able to eliminate the old manual spreadsheets which were previously very labour intensive."

Michael Gigliotti, Time Out Sydney

Standard ERP also provides the facility to have someone approve an expense sheet. Expenses sheets can be in any currency, with a current rate being picked up automatically, by default.

Standard ERP provides reports to show what is owed to each employee. Payments can be made to each employee, as advances or repayments. These show company's and the employee's bank accounts and lists to be sent to your bank. Additional bank fees can be added to these payments.

Way lists are also available for employees to enter information about travel time and distance which can also be allocated to a project.

Purchase Orders and Invoices

Each row of a Purchase Order or Purchase Invoice can be allocated to a project simply by putting the project code on it. The Project Purchase Orders Report shows, for each project, values or quantities of items allocated to the project on Purchase Orders, Purchase Invoices, and recharges on Sales Invoices - so you can quickly pick up missing accruals or recharges.

Inventory Transactions

Depending on your type of business, you may choose to allocate inventory entries against a project when purchasing, direct from inventory, or by delivering to any project location.

Invoicing

Standard ERP handles any schedule of invoicing, based on budgets, costs or any number of pre-set amounts at any date.

Standard ERP allows you to set up a default presentation for an invoice, which can be varied for any project. This determines the level of detail independently for entries from time sheets (time and consumables), and for purchases.

Detail varies from every transaction to one line per project, but alternatively allows listing by item or by item group.

Prior to invoicing, you may change the quantity or price of any time based item. Each Item can be associated with markups, so they can be re- charged from the job at the marked up price. Alternatively, you may change the mark-up percentage for any item prior to invoicing. Invoices can be raised for a client across jobs automatically.

"Previously we have been relying on people remembering to record all information relating to a project and transferring it into the accounts system."

Jacqui Howell, Air Studios

Standard ERP provides an on-screen report for all items on a project yet to be invoiced. Like many key reports in Standard ERP, the report has full drill-down, both for transactions and budget details. You can double-click down to the detailed transaction, and edit quantity, price, discount or mark-up figures to make final adjustments prior to invoicing. Billable entries can be marked as "invoice after date" and any number of interim down-payment or deposit invoices can be raised and set off against the final invoice.

A/C	Objects	Short.	Desc.	Amount Incl. Tax	Tax	T-Cd
1	61060		Instrument cleaning Supplies	1,000.00	0.00	ZR
2	13500		Computers-lap top	1,629.00	0.00	ZR
3	61079		Telephone	120.00	0.00	ZR
4	61170		Mileage	23.65	0.00	ZR
5						
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19						
20						
21						

Base Tax _____ Base TOTAL _____
 No. of Documents _____ Tax 0.00 TOTAL 2,772.65

Multi-currency and Accounting

Projects can be given a currency, and all invoicing will be in that currency. Costs incurred in that currency will be billed without translation, whereas costs in any other currency will be translated automatically to the billing currency. Price lists can be assigned per currency for any item.

Standard ERP supports real-time accounting of work-in-progress from all costing entries.

Links to Payroll

Standard ERP can easily export time sheet information for import into an external payroll package. The payroll summaries can also be exported from payroll packages for import into the Standard ERP General Ledger. See your Certified HansaWorld Business Partner for advice about imports and exports with different payroll packages.

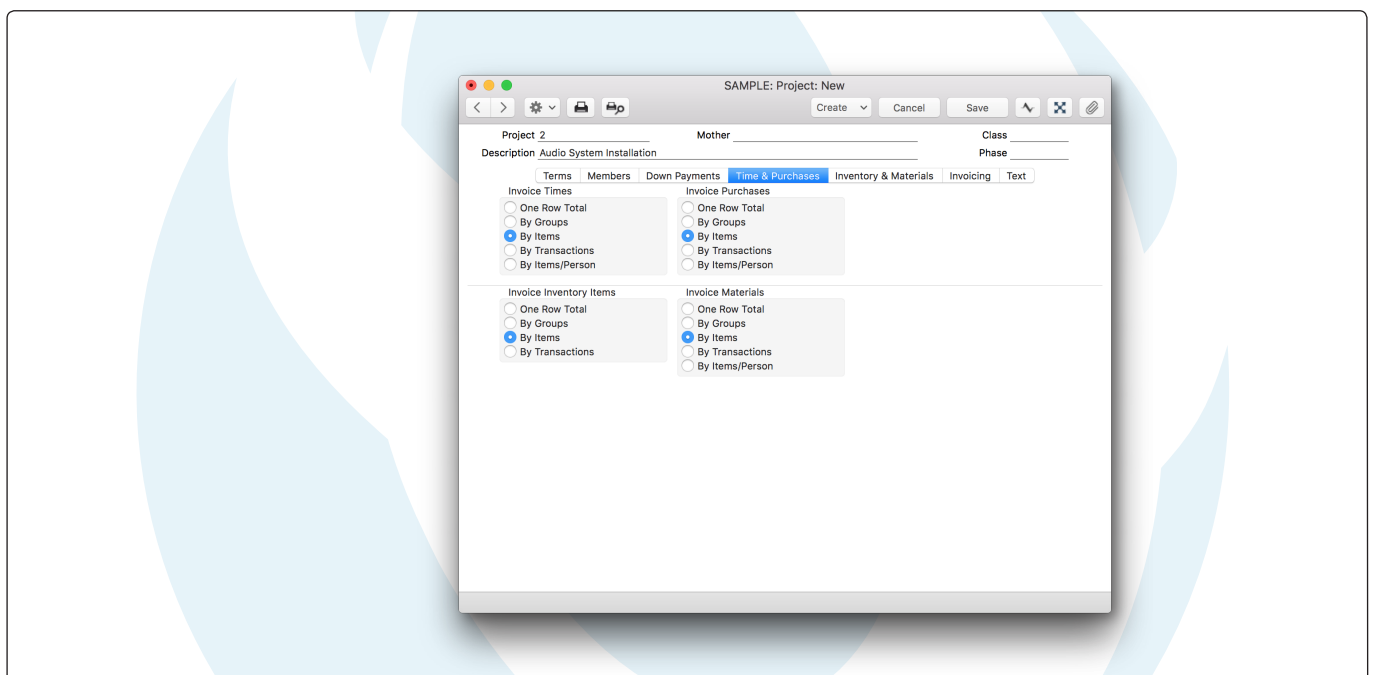
Interaction with Standard ERP

This product sheet covers several modules that all interact. There are also other modules within Standard ERP that offer benefits to companies using job costing modules:

- Engine: covers Nominal, Sales and Purchase Ledger s, Quotations, Sales and Purchase Orders, and Inventory - for all the accounting, debtors, creditors, and inventory entries
- Job Costing: covers Projects, Project Budgets, invoicing, settings and reporting
- Expenses: for the employee expense claims
- CRM: you can create Calendar entries that automatically post time to projects, create mailshots targeted to customers who

have or have not bought a specific service, and run detailed reporting by activity

- Resource Planning: shows multiple calendars simultaneously
- Document management: any file can be attached to any record in Standard ERP, such as PDFs samples of artwork to show to prospects, held against the original prospect
- Email: permits automatic emailing of Purchase Orders to vendors, statement runs to clients and much more
- Business Alerts: trigger emails and SMSs to clients and staff, such as warnings that the budget has now been exceeded, or that there is a credit note created above the authorized limit.



Modules

- Purchase Ledger
- Business Alerts
- Cash
- Checks
- Conferences
- Consolidation
- Contracts
- Course Booking
- Credit Management
- CRM
- Customs
- EDI
- Email
- Expenses
- Fax
- Fixed Assets
- General Ledger
- Group Calendar
- Hotel
- Human Resources Management
- Internal Inventory
- Inventory
- Jewelry
- Job Costing
- MRP
- Point of Sales
- POS Offline
- Pricing
- Production
- Purchase Orders
- Quotations
- Rental
- Report Generator
- Resort
- Resource Planning
- Restaurant
- Sales Orders
- Service Orders
- Share Trading
- SmartView (Business Intelligence)
- Task Manager
- Telephone Log
- TimeKeeper
- Warehouse Management
- Webshop and CMS

Technologies

- Business Communicator (Asterisk, Skype and TAPI)
- Forms Designer
- HAL Customization language
- Intelligent Routing
- Interfacing Toolkit
- Massive Cacheing
- SQL Shadowing
- SmartApps Designer
- Wide-area Networking

Internet Services

- Address Lookup
- Credit Card Payment
- Credit History
- E-invoicing
- Electronic Bank Services
- Electronic VAT Return
- Exchange Rate Lookup
- Postcode Lookup

Company profile

HansaWorld is a major international software company specializing in business optimization solutions. The group employs around 300 staff in a strong network of daughter companies and distribution partners worldwide. There are offices in 19 countries spanning all the major continents, allowing HansaWorld to offer international implementations with a single point of contact across many countries.

The group was founded in Sweden in 1988, by Managing Director Karl Bohlin, and is currently headquartered in Ireland. The products are available in 27 languages and work with almost all computers and operating systems. There have been more than 550,000 HansaWorld installations at a wide range of organizations, from small and medium-sized businesses to entrepreneurial divisions of larger companies.

HansaWorld is one of the leading drivers to bring a new perspective to corporate software business needs. Traditional software companies continue to push a silo approach involving developing an Standard ERP Resource Planning application that is difficult to integrate with other components such as Customer Relationship Management, Email, Document Management, Workflow and vertical market solutions. HansaWorld has pioneered the approach of developing solutions that cover almost all the company's main business needs in a single, integrated solution, and by underpinning these with constant technological innovation. As a result, this Integrated Business Platform unifies processes across all departments, through advanced software-based best practices which thereby improve the flow and value of business transactions to deliver time and cost savings at every level without compromise.

HansaWorld provides local product management for each market where it actively sells Standard ERP. This process covers not just translations (if required), but also localization for statutory and commercial practices, and ongoing quality control..

Product Strategy

Standard ERP's advanced and successful user interface was first developed for Apple Macintosh in 1988. In 1994, when the program was ported to Windows, it had already been proved by thousands of users. HansaWorld's experience with international sales and modern technology puts it in the perfect position to meet the challenges of the next decade.

HansaWorld provides a wide range of technologies for e-business including internal and external email, several webshop solutions and PDA support. In addition, HansaWorld can help to build a corporate portal. Standard ERP is developed using C++ as its programming language, and proprietary technology for database design and for network communication. This allows HansaWorld to have the same products available for several different operating systems, each version optimised for maximum performance.

Currently Standard ERP is available for Windows 2000-XP, including Windows CE, Mac OSX, Linux and AIX, Symbian S60 and iPhone.

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