

## REPORT GENERATOR AND CONFIGURATION MODULES

Whether you are running a large distribution business or a small bike shop, Platinum is capable of storing all the Data you are ever likely to generate or need. However, sometimes you will need to get at this data in a different way, whether its to see your fastest selling products, the accounts with the highest turnover or maybe to use the data in third party software or on a website, and this is where the Report Generator Module comes in.

Consisting of support options for other Platinum Modules and of various reporting and configuration routines. This module is included free of charge and will be supplied when any other Platinum Software module is installed.

### **Set Financial Period**

- Allows the Current Financial Period to be altered. This system will allow postings to be made outside of the current period if required.

### **Vat Audit & Cashbook**

- A Very Comprehensive Audit Trail to Sales & Purchase Ledgers
- Fully Itemised Report by Cost Centre
- Fully Itemised Cashbook for Bank Reconciliation

### **Analysis File Maintenance**

- Allows Analysis Codes (used by Reports Option) to be altered

### **Vat Reports**

- Vat Summaries broken by VAT. Quarters & Months
- Totals Broken Down by Sales, Purchase & Nominal Ledgers

### **Analysis Reports**

- Custom Report Generating Program
- Design & Save Report Formats

### **End Of Year**

- Clears Down All Information not Required for the Following Year

### **Turnover Analysis**

- Month by Month Display/Report of Supplier & Customer Turnover

### **Invoice History**

- Complete History of all Invoices Received or Issued
- Search for an Invoice by Date Range or even Text on the Invoice
- View or Reprint Sales Invoices

### **Bank Reconciliation**

- On Screen ability to Match Payments to Bank Statements.
- Identifies uncleared Cheques etc.

### **Mail Shots**

- Allows Use Of Sales & Purchase Account information For Mailing Purposes.
- Add, Amend & Print Letters.

### **Transaction Archives**

- Stores Cleared Sales & Purchase Transactions.
- Restore Transactions By Account & Date To The Ledger For Statements, Reports Etc.

### **Custom Menus**

- Create Your Own Menu's.
- Ability to Mix items from all Modules Installed
- Allocate Menus to Members specific Staff.

### **Held Document Reports**

- Report On Held Documents In Sales & Purchase Ledgers.

### **Accounts Reports Generator**

- Access Data From Sales, Purchase & Nominal Ledgers.
- Create & Format Your Own Reports
- Report To Screen Or Printer.
- Report Formats May Be Stored & Recalled For Later Use

### **System Monitor Screen**

- A real time view of which users are in which programs, this being continuously updated

### **System Administrator**

- Set System Parameters
- Alter Passwords
- Alter The Colour Scheme
- Configure Printers - Dot Matrix, Ink Jets & Lasers
- Amend Document Formats (Invoice Layouts Etc.)