

Cash Management Plus

Concert Series™ Accounts Payable (A/P) provides a comprehensive framework for effectively tracking your liabilities and cash disbursements. It goes beyond check writing to give you a total cash management and reporting solution.

Designed for Productivity

Gains in productivity accrue rapidly when you use *Concert Series A/P*. Data entry is simplified by using standard vouchers for vendors to eliminate the need to re-key invoice information and distribution accounts for every transaction.

When you void a check, the software automatically generates reversing entries for your distributions and places the corresponding invoices back in open payables.

Database Access from Excel, Reports and Custom Check Formats

Concert Series A/P comes with two decision support and reporting applications:

- *ConcertPro™*, a Microsoft Excel plug-in that lets you download account distributions, open items and historical transactions
- *Management Report Writer*, a query and report writing application that produces detail listings, including standard reports such as vendor analysis, open payables, cash requirements, aging, and check registers

You can easily design your own reports and custom check formats without programming assistance. *Management Report Writer* lets you decide what information you want to print on the check and stub, and how this information is arranged.

Designed for Control

In addition to securing your data, A/P lets you define procedures for processing your payables. You can set maximum check amounts for each vendor, automatically generate vendor numbers, and select which bank account to use for payments.

Online Inquiries

Extensive online inquiries enable you to review data in A/P quickly without creating a report. For example, you can easily identify how much you owe a particular vendor or what checks you paid to that vendor. You can inquire based on a variety of criteria, including vendor number, invoice number, check number, P.O. number, and G/L distribution. You can even make inquiries across center boundaries.

Invoice #	Description	Invoice Amount
DECO1BILLING	Telephone Expense	1050.00
Invoice Date:	12/10/01 Due Date:	12/20/01 Amt Left: 1050.00
NOV01BILLING	Telephone Expense	902.00
Invoice Date:	11/10/01 Due Date:	12/10/01 Amt Left: 902.00
DC101BILLING	Telephone Expense	980.00
Invoice Date:	10/10/01 Due Date:	11/09/01 Amt Left: 980.00
03029168241220	Telephone Expense	2624.00
Invoice Date:	3/18/02 Due Date:	4/17/02 Amt Left: 2624.00
62412204PR02	Telephone Expense	1253.00
Invoice Date:	4/20/02 Due Date:	5/20/02 Amt Left: 1253.00

The Features You Look For:

- Easily satisfies multi-company processing and reporting requirements
- Delivers complete aging information
- Automatically calculates discount dates and amounts by vendor
- Automatically calculates invoice due dates by vendor
- Checks for duplicate invoices to stop double payments
- Automatically generates invoices for recurring purchases
- Tracks and reports 1099 vendor information
- Prints individual checks when needed
- Provides a complete audit trail of invoice adjustments and debit/credit memos
- Accepts payment decisions based on user-defined invoice selection criteria
- Provides powerful check writing capabilities
- Reconciles checks by bank tape or manually
- Posts to G/L in detail or summary
- Provides online inquiries of open activity and history
- Offers line item capability
- Includes line item adjustments
- Supports partial and full invoice payments
- Tracks physical location addresses
- Includes wire transfer payment capability
- Sets a maximum check amount for each vendor
- Maintains vendor/sub-vendor information
- Handles encumbering OSI
- Automatically calculates based on vendor codes
- Allows unique A/P centers
- Imports data from non-NGS, user-defined format applications using the outside system interface
- Selects and pays invoices by currency type
- Uses defined security at the company reporting level and menu option level
- Assigns specific products you order to specific vendors

The screenshot shows a software window titled 'Accounts Payable' with a menu bar containing 'Functions', 'Accounts Payable', and 'Help'. The window displays the following information:

Vendor ID: 100 Telbell Telephone
Sub-Vendor: 100 TEL BELL - Main
Product Type:

Invoice: DEC01BILLING Date: 10 Dec 01 PO#: Voucher:
Invoice Amt: 1050.00 Description: Telephone Expense

Co.	Level ID	Account	Sub-Account	Distribution Amt	1099
SE	510	6014		1,050.00	N
EX	100	100	Invoice		Orignl
GL EH/Btch#	12/10/01	529	Co. Journal	283	AP Control 54
SE	100	2000		1,050.00	CR N
AL	100	100	Invoice		Orignl
GL EH/Btch#	12/10/01	529	Co. Journal	283	AP Control 54

Buttons: Ok, Exit, Cancel

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