

Limited Edition



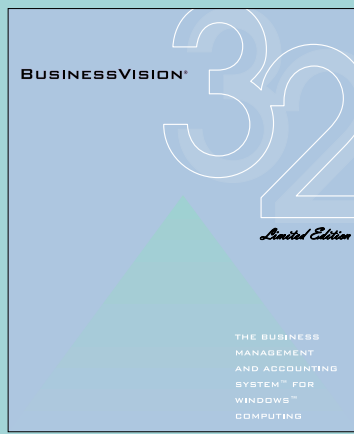
BUSINESSVISION®

32

Limited Edition

THE BUSINESS
MANAGEMENT
AND ACCOUNTING
SYSTEM™ FOR
WINDOWS™
COMPUTING

**THE BUSINESS MANAGEMENT
AND ACCOUNTING SYSTEM FOR WINDOWS™
32 BIT OPERATING SYSTEMS.**



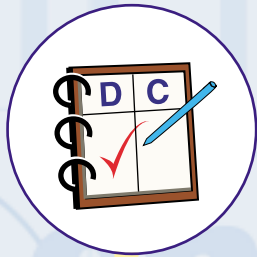
BusinessVision® 32 Limited Edition

The business management and accounting system for Windows™ 32 bit operating systems.

The uniquely advanced technological features of BusinessVision 32 Limited Edition (LE) include twelve fully-integrated modules, delivering a robust, industrial-strength, business management and accounting system for today's business environment. With the addition of an optional LAN Pack, BusinessVision 32 LE can be used by up to three users concurrently.

SYSTEM HIGHLIGHTS INCLUDE:

- ▲ Fully-integrated, real-time accounting - no batching or month-ends
 - ▲ Automatic transaction posting
 - ▲ High security features - customizable by user
 - ▲ Accounts Receivable
 - ▲ Accounts Payable
 - ▲ General Ledger
 - ▲ Inventory Control
 - ▲ Order Entry - up to 99 tax jurisdictions
 - ▲ Point-of-Sale
 - ▲ Sales Analysis
 - ▲ Payroll
 - ▲ Bank Reconciliation
 - ▲ Purchase Order - landed cost capabilities
 - ▲ Purchase Analysis
 - ▲ Import - user definable ASCII input
 - ▲ Export
 - ▲ Financial Reporting - up-to-the-minute!
 - ▲ Print output options - screen, e-mail, HTML, Microsoft® Access, Word, Excel, Lotus®, etc
 - ▲ Context-sensitive HTML Help
 - ▲ Integration with Microsoft® Office
 - ▲ Dynamic integration with the popular Microsoft® Outlook™ contact management system
- Optional Add-on Features:**
- ▲ e-BusinessVision - a fully-integrated e-commerce website and web-store solution
 - ▲ ODBC enabled
 - ▲ Fully-customizable WYSIWYG reporting with Seagate Crystal Reports™



SEAMLESS INTEGRATION WITH MICROSOFT® OFFICE

Streamline your entire business processes with the power of BusinessVision 32 Limited Edition, seamlessly integrated with Microsoft Office. Publish financial reports in Microsoft Word, analyze financial reports in Microsoft Excel, or populate a Microsoft Access database, all with the click of a mouse. And with the BusinessVision Data Access Tools provided, you can write add-on features or even whole modules using Microsoft Access, or other popular ODBC compliant programming languages.



SALESFORCE AUTOMATION

BusinessVision 32 LE comes ready-enabled to dynamically link to the popular Microsoft Outlook contact management system. The Outlook database is updated immediately, whenever changes are made in BusinessVision, and vice versa!



UP-TO-THE-MINUTE FINANCIAL REPORTING

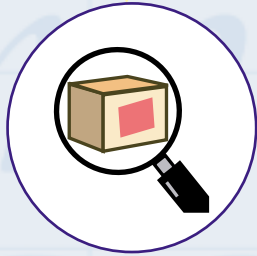
With no batching of transactions from one module to another, and no month-end processes or closes to worry about, BusinessVision 32 LE provides you with true, up-to-the-minute financial reporting at any time. With a reporting suite of over 130 pre-designed reports, forms and graphs, you'll know exactly where you are, and how well your business is doing.

You can publish your reports in practically any format, and publish them just about anywhere. Export your reports to a wide variety of popular formats, including Microsoft Word and Excel, HTML or even e-mail. Distribute reports via the web, or just print them out as hard copies! With the addition of Seagate Crystal Reports, enjoy a wide range of reporting tools, including advanced web reporting, embedded logos and graphics, multiple font and color support, and comprehensive layout features.



AUTOMATIC AND FLEXIBLE POSTING

"AutoPost" allows you to forget about the General Ledger for most of your everyday business transactions. BusinessVision 32 LE calculates the effect of sales, receipts, purchases and payments on your General Ledger accounts, and automatically takes care of the accounting distribution. AutoPost automatically creates and posts transactions to sales, cost-of-goods-sold, inventory on-hand, sales tax and general accounts effortlessly. It even manages tax input credits automatically!



HIGH SECURITY FEATURES PROTECT YOUR DATA

Protecting your data - one of your most valuable company assets - is of paramount importance in today's high-tech business world. BusinessVision 32 LE offers full user identification and password protection, using sophisticated encryption technology. Restrict user access to modules, features, or reports, and rest assured that your private financial data remains protected and secure.

NOTEPAD

The powerful Notepad feature lets you attach as many free-form notes to your data as you wish. Notes can be attached to customer, supplier and employee records, orders and inventory items. Notes can even be attached to specific items in Accounts Receivable, Accounts Payable and to your entries in the General Ledger.

CUSTOMER AND SALES INFORMATION

The Customer module provides you with a convenient way of keeping track of all of your customers. Access customer information instantly, including sales and gross profit statistics for the current and previous years. Customers may be assigned to geographic or vertical territories. Specific terms, discounts, and shipping methods can be assigned to each customer. Unlimited billing and shipping addresses are supported. Customer invoices, statements, and quotations can be printed, e-mailed or faxed directly to the client. Sales information may be viewed by invoice number, time period, customer or part number, and additional filters can be used to specify your desired display or reporting criteria.

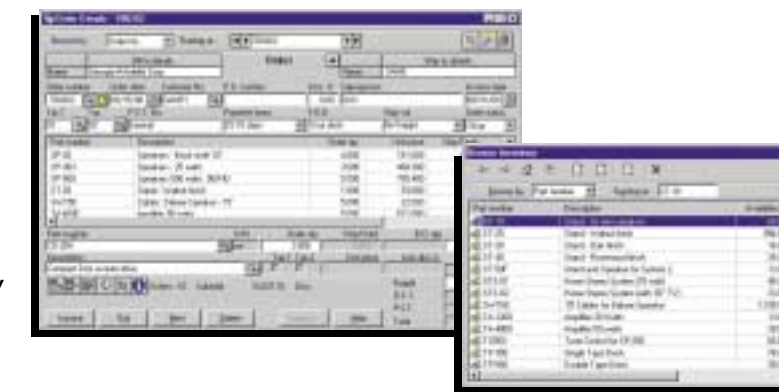


ORDER ENTRY AND POINT-OF-SALE

The heart of virtually any business is order processing, and that's where the BusinessVision 32 LE system's powerful and comprehensive Order Entry module really excels, allowing unlimited orders including quotations, layaways, standing orders and automatic or manual backordering of out-of-stock items.

Orders draw down both inventory and non-stock/service items immediately, and when invoiced, the system automatically calculates taxes, revenue, cost-of-goods, receivables, etc - posting this vital information directly to the General Ledger. No need to worry about journal entries or debits and credits, because BusinessVision 32 LE does it all automatically.

The high speed Point-of-Sale function is designed specifically for point-of-purchase transaction processing, and can be used with barcode readers, cash drawers, receipt printers and display poles.



INVENTORY CONTROL

The Inventory module handles an unlimited number of items, and pictures can be embedded directly into the inventory file for rapid and easy recognition. Quantity breaks and vendor pricing are just two of the many features maintained on the Inventory profile. Numerous reports help you track sales/usage of all parts/components or services, to help you manage this vital area of your business. Automatic tracking of customer's backordered items and stock commitment levels are available on-screen at all times. Re-order, backorder and margin calculations are built right into this powerful system.

The Receiving function allows for the rapid data entry of quantity, location, cost price, and selling price changes when new shipments are received. Just like all BusinessVision 32 LE modules, the inventory is maintained dynamically, so you always know exactly what's in stock and where to find it!

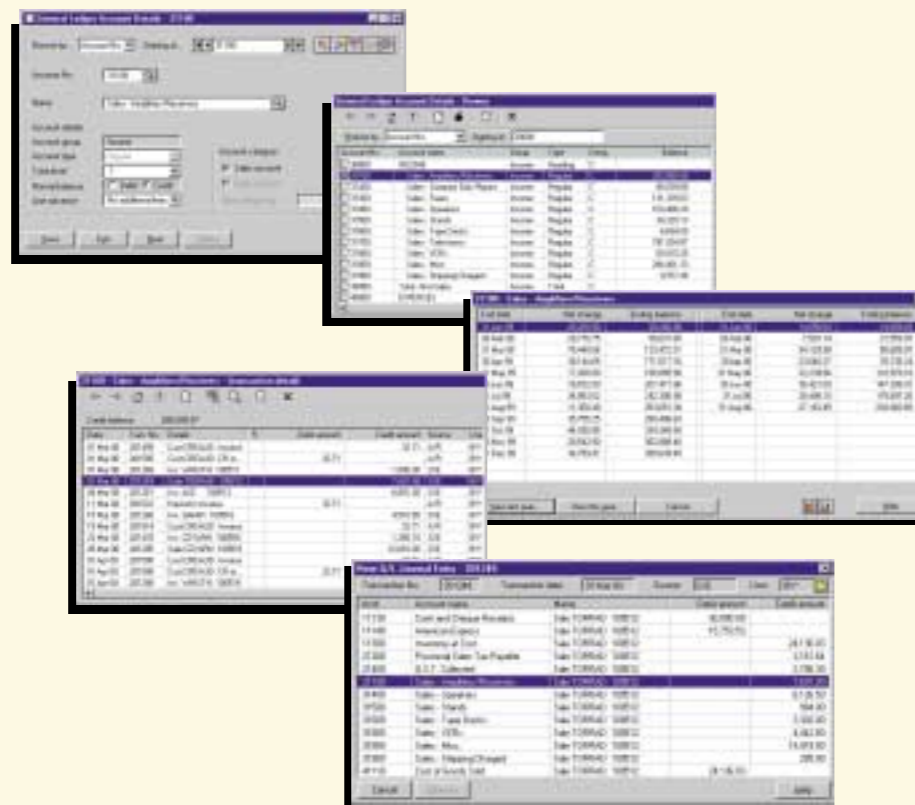


PURCHASING INFORMATION

With BusinessVision 32 LE's fully-integrated Purchase Order, Accounts Payable, Inventory, and Supplier modules, you can easily keep track of vendors, purchases, cost prices, payables, and much more. Purchase orders can be e-mailed or faxed directly to vendors. The system can close purchase orders directly to Accounts Payable and the General Ledger, with the automatic calculation of landed costs. AutoPost even manages accounting accruals at the time goods are received! Purchase information may be viewed by purchase order number, time period, vendor, or part number, and additional filters can be used to specify your desired display or reporting criteria.

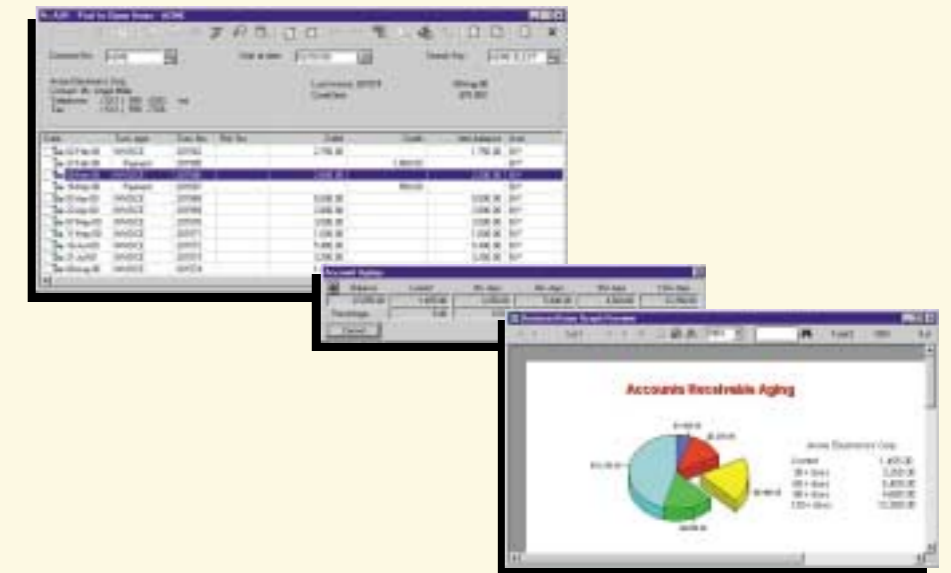
GENERAL LEDGER

The dynamic General Ledger can produce up-to-date balance sheets and income statements at any time. No batching or waiting until month-end exists, because BusinessVision 32 LE handles it automatically. You can even post transactions into last year, (with proper authority), making your year-end a snap! The General Ledger Inquiry function offers five levels of detail. The first level provides an on-screen overview of all General Ledger accounts and present balances, the second shows the net change and closing balances for each month per account, the third shows every transaction on the General Ledger, starting at the period you select. The fourth and fifth levels permit complete on-screen reconstruction of the journal entry, invoice or purchase order.



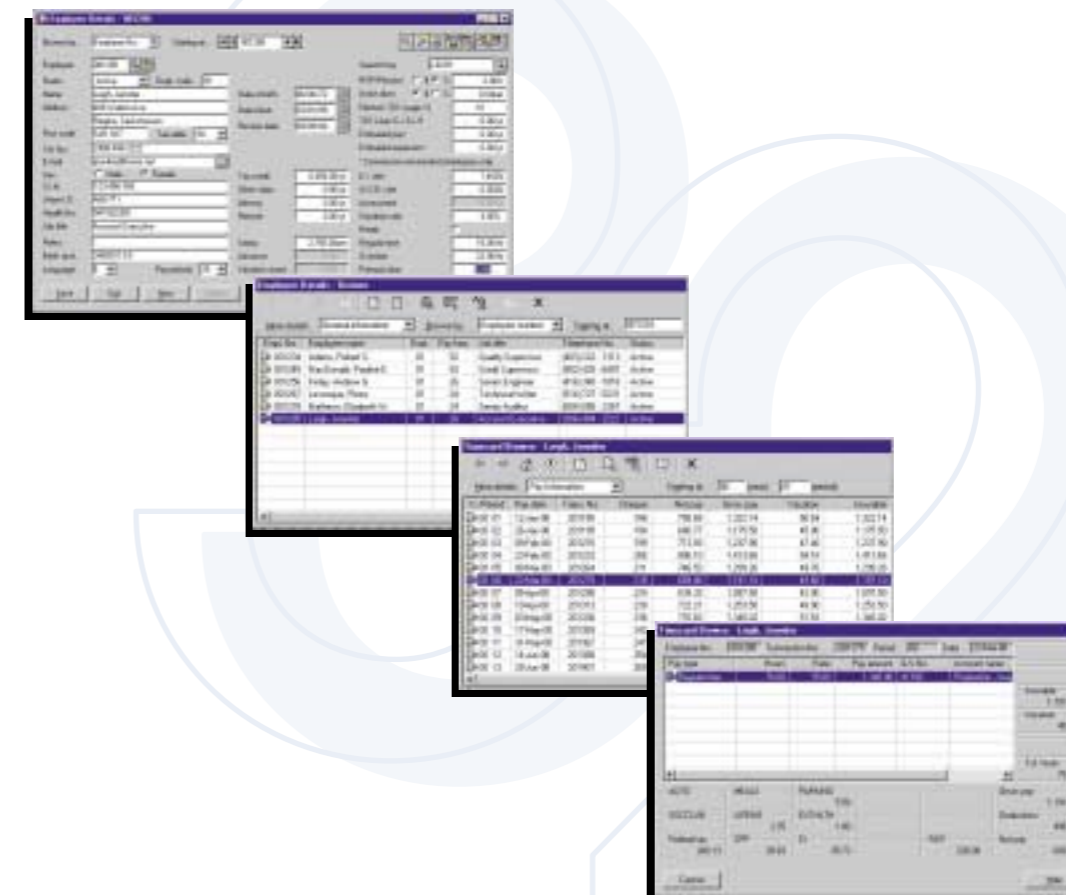
ACCOUNTS RECEIVABLE

Keeping on top of your accounts receivable is critical in today's fast-paced business environment. BusinessVision 32 LE maintains a complete history of open (unpaid) and closed (paid) items for every customer. You can even establish your own aging periods and produce graphs of customer account aging at any time. Unique "flagging" and "linking" features are designed to apply payments to many open items, or to link associated items together. Accounts Receivable details can be kept on file indefinitely, with instant access to the original invoice and General Ledger transaction.



PAYROLL MANAGEMENT

Payroll management becomes easy with BusinessVision 32 LE - and both U.S. and Canadian versions are available. BusinessVision 32 LE calculates the withholdings for federal, state and provincial legislation. Pay history for any employee can be viewed at any time - right down to the individual's timecard for a pay period. Departmentalization can be used to allocate payroll expenses to various General Ledger accounts. Multiple benefit and deduction categories are available, making payroll suitable for most needs.



TECHNICAL HIGHLIGHTS

OVERVIEW

- ▲ Twelve fully-integrated modules, offering real-time accounting - no batching or month-ends
- ▲ Quick installation and setup for single or multiple companies
- ▲ Unlimited transactions, customers, suppliers, inventory items, etc - restricted only by available disk space
- ▲ High security features - customizable by user
- ▲ Up-to-the-minute financial reporting
- ▲ Numerous print options - screen, e-mail, HTML, Microsoft® Access, Word, Excel, Lotus, etc
- ▲ Integration with Microsoft® Office
- ▲ Dynamic integration with the popular MS Outlook™ contact management system
- ▲ Economical telephone support, payroll and program update services

AUTOMATIC POSTING (AUTOPOST)

- ▲ Eliminates outdated "posting" to each ledger
- ▲ Eliminates "batching" transactions at month-end
- ▲ Make an entry in any financial module and AutoPost automatically creates the necessary journal entry and posts it to the applicable ledgers
- ▲ Create an invoice and AutoPost calculates the effect on the revenue, inventory, cost, tax, freight and receivables accounts
- ▲ Close a purchase order and AutoPost calculates the effect on the expense, inventory, tax, freight and payables accounts



ACCOUNTS RECEIVABLE

- ▲ Browse and select from "ListViews" of account codes and names - account codes may contain up to six characters
- ▲ Powerful search and find options with multiple criteria
- ▲ Alternate user-defined search key of up to ten characters can be specified (e.g. customer telephone number)
- ▲ Customer database dynamically links with MS Outlook contact management system
- ▲ Open item accounting by customer
- ▲ Territory code grouping of customers (e.g. by sales area)
- ▲ Multiple shipping addresses
- ▲ E-mail customers directly
- ▲ On-screen account history with five configurable aging periods
- ▲ Automatic sales tax and GST/HST calculations (Canada)
- ▲ Open item window for easy payment application
- ▲ Unique "flagging" and "linking" capabilities for multiple item payments
- ▲ Ability to view and reprint invoices
- ▲ Drill-down to the General Ledger journal entry
- ▲ Partial and unapplied payments fully supported
- ▲ Sales and profit statistics by customer
- ▲ Automatic calculation and verification of discounts given
- ▲ Automatic or manual calculation and posting of finance charges
- ▲ Graphical view of account aging
- ▲ Reports produced by specific customer, range of customers or sales territory
- ▲ Fully-integrated with Order Entry, Point-of-Sale and General Ledger



ACCOUNTS PAYABLE

- ▲ Browse and select from "ListViews" of account codes and names - account codes may contain up to six characters
- ▲ Powerful search and find options with multiple criteria
- ▲ Alternate user-defined search key of up to ten characters can be specified (e.g. vendor telephone number)

- ▲ Open item accounting by supplier
- ▲ E-mail suppliers directly
- ▲ On-screen account history, five configurable aging periods, and due dates for unpaid items
- ▲ Open item screen for easy payment application
- ▲ Unique "flagging" and "linking" capabilities for multiple item payments
- ▲ Partial and on-account payments fully supported
- ▲ Drill-down to the General Ledger journal entry
- ▲ Ability to view closed purchase orders
- ▲ Automatic calculation of available discounts
- ▲ Purchase statistics by supplier
- ▲ 1099 Forms (U.S.)
- ▲ CPRS T5018 Forms (Canada)
- ▲ Automatic calculation and posting of GST/HST credits (Canada)
- ▲ Graphical view of account aging
- ▲ Multiple bank accounts with built-in check writer
- ▲ Instant "one-time" check capabilities
- ▲ Reports produced by specific supplier or range of suppliers
- ▲ Fully-integrated with Purchase Order and General Ledger



GENERAL LEDGER

- ▲ User-defined Chart of Accounts, or select one of the Charts of Account provided
- ▲ Browse and select from "ListViews" of account numbers and descriptions
- ▲ Powerful search and find options with multiple criteria
- ▲ Up to 40,000 account numbers in 1-5 digit format
- ▲ Unlimited transactions per account, viewable at any time
- ▲ Journal entries automatically numbered and forced to balance at time of entry - up to 198 transaction lines/entry
- ▲ No month-end processing - system is always up-to-date
- ▲ Past and future period postings permitted this year or last year (with authority)
- ▲ Fully automatic year-end close procedure, with lockable months
- ▲ View changes in financial position by period and account
- ▲ GIFI code cross-reference table (Canada)
- ▲ Bank and/or account reconciliation and reporting
- ▲ Graphical view of net change/balances by month versus previous year
- ▲ Account detail for any period can be printed or viewed at any time
- ▲ Reports by account number, transaction number or fiscal period
- ▲ Income Statement, Balance Sheet and Comparative Performance reports, for any period



INVENTORY

- ▲ Browse and select from "ListViews" of stock codes and item descriptions
- ▲ Powerful search and find options with multiple criteria
- ▲ Up to fifteen-character stock codes or service item codes
- ▲ Fractional inventory - up to three decimal places
- ▲ Vendor part number and cost price tracked by item
- ▲ Costing based on weighted average method
- ▲ Graphical view of sales/usage patterns by item by month (rolling twelve month period)
- ▲ Two tax indicators for use by billing functions
- ▲ Stock location code by item
- ▲ Quantity break discount pricing - four breaks per item
- ▲ Price discount matrix by product group and customer type
- ▲ Dynamic tracking of on-hand, on-order, backorder and re-order requirements

- ▲ Receiving function with cost, selling price and location change option
- ▲ Alternate part number tracking
- ▲ View pictures of inventory items
- ▲ Supports 320-character "comment" items for service details or special messages
- ▲ Reports by product line, item or range of items
- ▲ Fully-integrated with Order Entry and Purchase Order



ORDER ENTRY

- ▲ Browse and select from "ListViews" of customers, stock items, orders, quotations and layaways
- ▲ Powerful search and find options with multiple criteria
- ▲ Supports quotations, orders, standing (recurring) orders, layaways, credit hold and backorders
- ▲ Includes automatic order/invoice processing for periodic billing or subscription and membership renewals
- ▲ Credit limit verification for orders and invoices
- ▲ Restrict user invoicing ability for customers over credit limit
- ▲ Up to 99 tax rates supported. Also fully supports GST/HST (Canada)
- ▲ Automatically creates backorders for unfilled items (with manual override)
- ▲ Supports multiple discounts by customer and item
- ▲ Non-stock, service items and comments may be entered
- ▲ Selling price override at order entry time
- ▲ Line item discounts supported
- ▲ Handles separate billing and shipping addresses
- ▲ Returns and credit memos fully supported
- ▲ Up to 99 line items or comment lines per invoice
- ▲ Supports direct e-mail, fax and printing of multiple page invoices
- ▲ Quotations may be changed to orders and then billed
- ▲ Override of prices, terms, tax, freight, discount and salesperson
- ▲ Item availability, location and alternate part number shown on-screen
- ▲ Cost price shown (with proper authority)
- ▲ Invoices, quotes and packing slips can be processed individually or in batches
- ▲ Inventory allocated at order time
- ▲ Inventory, Accounts Receivable, Sales History and General Ledger updated immediately and automatically at billing time
- ▲ Negative inventory processing option
- ▲ Reports by order number or range of order numbers
- ▲ Fully-integrated with Inventory, Accounts Receivable and General Ledger



POINT-OF-SALE

- ▲ High-speed "hands-free" option at point-of-sale (no keyboard entry required)
- ▲ Supports cash drawer, barcode readers and popular pole displays
- ▲ Supports popular point-of-sale printers (paper roll)
- ▲ Fast browse and select "ListView" of SKU's
- ▲ Access existing customer for on-account and cash/credit card sale
- ▲ Retail customers can be added to database on-the-fly
- ▲ Line item discounts supported
- ▲ Non-stock, service items and comments supported
- ▲ Supports credits and returns
- ▲ Handles multiple taxes and GST/HST (Canada)
- ▲ Layaway sales orders and periodic payment support
- ▲ Multiple payment types, on-account and split-tendering fully supported

- ▲ All accounting performed automatically
- ▲ Daily sales reports by clerk and grand totals (X and Z totals) by payment method
- ▲ Complete end-of-day and periodic reporting
- ▲ Fully-integrated with Inventory, Accounts Receivable and General Ledger



SALES ANALYSIS

- ▲ Maintain sales invoice details on file for two years
- ▲ View invoices or sales by customer, invoice number, date range, item, or sales territory
- ▲ Past invoices may be viewed and re-printed at any time
- ▲ Drill-down to General Ledger journal entry
- ▲ Daily sales reports and point-of-sale details/totals
- ▲ Complete monthly and periodic sales reporting
- ▲ Reports may be produced in summary or detailed format



PURCHASE ORDER

- ▲ Browse and select from "ListViews" of supplier codes and inventory items
- ▲ Powerful search and find options with multiple criteria
- ▲ Automatically assigned purchase order numbers
- ▲ Vendor part numbers and prices automatically maintained on file
- ▲ Supports vendor discounts
- ▲ Non-stock items and comments may be entered
- ▲ Up to 99 line items or comment lines per order
- ▲ Supports direct e-mail, fax and printing of multiple page purchase orders
- ▲ Override of prices, terms, taxes, freight, discount and buyer
- ▲ Partial receipts accepted, with automatic accrual to General Ledger
- ▲ Item availability, on-order and on-backorder quantities shown on-screen
- ▲ Inventory on-order updated when purchase order issued/printed
- ▲ Inventory on-hand updated when items are received
- ▲ Supports fractional quantities to three decimal places
- ▲ Landed cost capabilities
- ▲ Closed purchase orders can be viewed and re-printed
- ▲ Close purchase orders directly to Accounts Payable and General Ledger
- ▲ Purchase history detail maintained on file for two years
- ▲ Reports by purchase order number or range of purchase order numbers
- ▲ Fully-integrated with Inventory, Accounts Payable and General Ledger



PURCHASE ANALYSIS

- ▲ Maintain purchase order details on file for two years
- ▲ View purchase orders by supplier, purchase order number, date range, item purchased or buyer
- ▲ Past purchase orders may be viewed at any time
- ▲ Drill-down to General Ledger journal entry
- ▲ Daily, monthly and periodic purchase order reporting
- ▲ Reports may be produced in summary or detailed format



PAYROLL (U.S. or Canada)

- ▲ Browse and select "ListViews" of employee numbers and names - employee number may be up to six digits
- ▲ Powerful search and find options with multiple criteria
- ▲ E-mail employees directly
- ▲ View pictures of employees

- ▲ Payroll may be run separately for up to 99 departments
- ▲ Complete flexibility for tipped, salaried, commissionable or hourly-paid employees
- ▲ Multiple pay frequencies, e.g. weekly, bi-weekly, semi-monthly, monthly, etc
- ▲ Fast timecard entry, permitting the allocation of wages to up to eighty General Ledger expense accounts per employee
- ▲ Automatic timecard creation for salaried employees
- ▲ Up to two years of timecard and payroll history for each employee is maintained on file, permitting on-screen inquiry for past pay periods
- ▲ Provisions for wages/salary, regular time, overtime, other time, tips, commission, vacation, advances, etc
- ▲ In U.S. payroll, automatic calculation of FIT, FICA, FUTA, SIT, SUTA and SDI for employer and employee, with user override provision. All states supported. Union dues and up to five additional benefits and five additional deductions on each timecard. Provision for the definition of local taxes
- ▲ In Canadian payroll, automatic calculation of Federal tax, Provincial tax, CPP/QPP, EI, Worker's Compensation/CSST, RSP and insurable earnings, with user override provision. All provinces and territories supported. Union dues, remote allowance, and up to ten additional benefits and ten additional deductions on each timecard. Pays or retains vacation pay automatically. Direct deposit and Record of Employment supported
- ▲ Paychecks can be produced in batch mode, or a single paycheck can be printed on-the-fly
- ▲ Reports may be produced by department, employee or range of employees, including W-2 Wage and Tax Statement (U.S.) and 941 Quarterly Worksheet (U.S.) and T4 and RL-1 (Canada)
- ▲ Reporting includes timecard detail, payroll journal, earnings and benefits, withholdings detail, etc

IMPORT/EXPORT

- ▲ The Import function allows users complete flexibility when importing supplier, customer and inventory file information
- ▲ Import file record lengths up to 1,800 bytes, ASCII text or columnar delimited
- ▲ Can create new records or update existing records (e.g. price changes)
- ▲ User defined input format
- ▲ Import file definitions can be saved for future use
- ▲ The Export function provides complete flexibility in exporting data for use in other applications
- ▲ Files can be exported in fixed ASCII text columns, or columnar delimited

OPTIONAL ADD-ON FEATURES

- ▲ LAN Pack for multiple user operation - up to three users
- ▲ e-BusinessVision - a fully-integrated e-commerce website and web-store solution (multiple price lists and multiple currency capabilities not available with BusinessVision 32 LE)
- ▲ Fully-customizable WYSIWYG reporting with Seagate Crystal Reports

MINIMUM SYSTEM REQUIREMENTS

To use BusinessVision 32 LE, you require an IBM PC or 100% compatible (Pentium or higher) computer, with a minimum of 32MB available memory (RAM), and 50MB of space on the hard drive. System performance can be optimized by increasing available memory. SVGA or higher-resolution monitor. BusinessVision requires the Windows 95 operating system, or higher. A mouse or compatible pointing device is required.

