



Computer Software Solutions

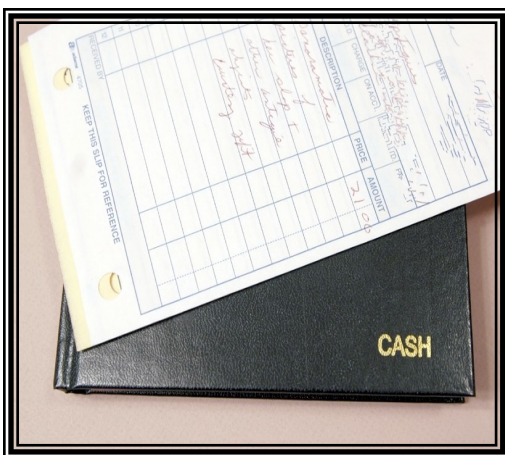
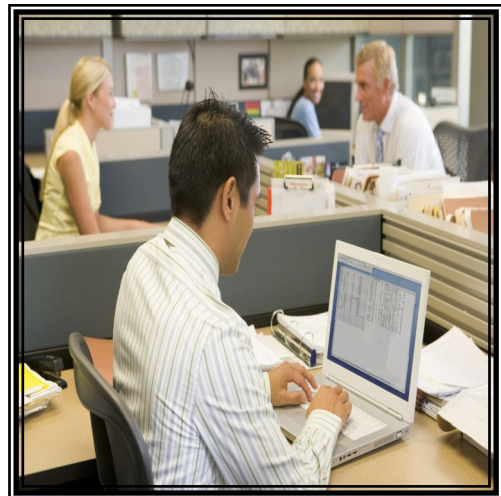
Our Solution for

Accounts Receivable

Accounts Receivable is one of the most important assets your company manages. This software package provides the tools you need to track and monitor all your A/R activities. The strength of any good A/R system must be measured by its ability to allow quick and easy entry of cash receipts, easy lookup of customer history and provide the tools needed to help collect past due accounts. Our accounting software does that and more.

Customer Management

The A/R system is designed to allow you total control over your most valuable asset, your customer files. Whether you want to search for a customer, enter a cash receipt, view a customer's invoice history or fax them a copy of an overdue invoice, this system can do it all. Our A/R system provides an extensive customer search and selection program that will allow you to find the desired customer both quick and efficiently. Our Customer Master Inquiry can provide a wealth of information about your customers. All sales information is available at the invoice summary and item detail levels. You may view current period and current/prior year sales by customer or item categories. The system will keep a complete log of all activity for each customer. You are also allowed unlimited years sales and payment history.



Cash Receipts/Adjustments

Entering and posting cash receipts and adjustments should be easy, fast and most of all flexible. This system allows multiple users, multiple cash accounts and any user-defined payment types including cash, checks, wire, credit cards, debit cards and non A/R cash. The system will accept multiple payments and payment types for the same invoice. You can choose between open invoice or balance forward payment methods. Edit and posting reports are provided with the ability to reprint lost or misplaced posting reports.



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Manage A/R Collections



To be a successful business, you not only have to sell your product, you have to collect your money. Since a steady stream of cash is vital to the well being of any company, the ability to manage cash flow through A/R collections becomes a paramount concern. This system provides all the tools you need to manage your A/R while aggressively collecting on past due accounts. The system is capable of generating a set of past due letters with increasing levels of aggressiveness based on the age of the overdue invoices. A past due call list can be generated to aid in collections. Collection comments can be maintained at both the customer and invoice levels. Bad debt customers can be removed from open A/R and turned over to outside collection agencies when the internal collection process has failed.

Faxing and Emailing

Often times important information such as customer aging reports, invoice registers and other information needs to be quickly distributed to buyers, managers or even bank officers. By adding our faxing and email modules you can get your information to the people that need it in a quick, efficient and secure manner. This integrated package provides the ability to email any A/R report generated by the system. You may also fax any report without leaving your desk.



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A/R System Features and Highlights

- *Extensive Customer Search and Selection Parameters*
- *Unlimited Customer Contact Collection*
- *Unlimited Customer Comments Allowed*
- *Ability to Merge Duplicate Customers*
- *Multiple A/R Locations Allowed*
- *Alternate Name Entry and Selection*
- *Sales Tax and Tax Exempt Tracking*
- *Complete Customer History and Activity Log*
- *Open and Closed Invoice Inquiry with Detail Drill Down*
- *Unlimited Years of Sales History*
- *Automatic Stop Credit Feature*
- *Credit Approval Feature*
- *Aging by Invoice or Due Date*
- *User Defined Aging Brackets*
- *Customer Category Tracking*
- *Gift Card Inquiry*
- *Flexible Cash Processing*
- *Non A/R Cash Processing*
- *Balance Forward or Open Item Methods Supported*
- *Manual Invoice Facility*
- *On Demand Customer Statements*
- *Commission Maintenance and Reporting*
- *User-Defined Default Order Entry Comments*
- *Collection Comments at Invoice and Customer Level*
- *User Level Security, with Company/Location Permissions*
- *Ability to Archive and Retrieve any Saved Report*
- *Ability to Email or Fax any Report*
- *Source Code Included*
- *Three Month Warranty*

All CSS software is written exclusively for the IBM iSeries/AS400 server. If you do not have an iSeries server, CSS can provide you the latest in IBM hardware custom fit for our software applications. If you do not want to purchase an iSeries server ask about our low cost online option. The A/R module comes as part of our integrated package or can stand-alone.



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Accounts Receivable Menus

The Accounts Receivable system is designed for easy use through three user-friendly menus.

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ACRMENU1          Computer Software Solutions
CSS              Accounts Receivable Menu 1

Select one of the following:

1. Customer Master Maintenance      13. Print A/R Receivable Reports
2. Customer Master Inquiry          14.
3.                                  15. Gift Card Maintenance
4.                                  16.
5. Enter Cash & Adjustments         17. Commission Maintenance
6. Edit Cash & Adjustments          18. Commission Report
7. Post Cash & Adjustments          19.
8. Reprint Deposit Register         20.
9.                                  21.
10.                                 22.
11. A/R Collection Comments         23. Past Due/Collections Menu
12. A/R Open Invoice Maintenance    24. Additional A/R Procedures
                                   30. Display A/R Documentation

Selection or command
====> _____
```

This is the first or main A/R menu. It has the most used programs including the Customer Master Maintenance, Customer Inquiry and the cash receipts processing programs. The A/R system reports, sales commission maintenance/reporting and the gift card inquiry are also included.

This is the second A/R menu. It contains many of the programs that are used to setup the initial system. It also provides several maintenance programs and other procedures that are used periodically such as the manual invoice entry and the A/R end of month close.

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ACRMENU2          Computer Software Solutions
CSS              Accounts Receivable Menu 2

Select one of the following:

1. Enter Manual Invoices            13. Location Code Maintenance
2. Print Manual Invoices           14. Transaction Code Maintenance
3. Post Manual Invoices            15. Terms Code Maintenance
4. Reprint Manual Invoice Post      16. Ship Code Maintenance
5. Salesman Master Maintenance     17. Category Code Maintenance
6. Salesrep Master Maintenance     18. Sales Tax Master Maintenance
7. Commission Report               19. Sales Tax Reason Maintenance
8. Open Commission Maintenance     20. Payment Type Master Maintenance
9. Cash Journal                    21. Customer Level Maintenance
10. Adjustment Journal             22. Method Master Maintenance
11.                                 23. A/R System Parameters
12. Enter Credit Approval/Orders   24. A/R Period End Processing
                                   30. Display A/R Documentation

Selection or command
====> _____
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ACRMENU3          Computer Software Solutions
CSS              Accounts Receivable Menu 3

Select one of the following:

1. Customer Master Maintenance     13. Print A/R Reports
2. Customer Master Inquiry         14.
3.                                  15. Print Invoices in Collections
4. Print Past Due Letters          16.
5.                                  17.
6. Collections/Write Off Entry     18.
7. Collections/Write Off Edit      19.
8. Collections/Write Off Post      20.
9.                                  21.
10.                                 22.
11. A/R Collection Comments        23.
12. A/R Open Invoice Maintenance   24. A/R Parameter Maintenance
                                   30. Display A/R Documentation

Selection or command
====> _____
```

This is the third and final A/R menu. It contains the past due and collection procedures. The A/R system can create a variety of collection and past due letters as well as move uncollectable invoices to outside collection agencies after removing them from the current aging reports.



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