

SOFT FINANCIAL MANAGEMENT APPLICATION (SOFTFINANCE)

SOFT Financial Management Application is an integrated software solution containing necessary features to build a Management Information System to process commercial and financial tasks of establishments and to provide managers the information in a reliable and fast manner to help them in making decisions.

To respond to progressing requirements of the enterprises, Database architecture is designed to accept flexible and parametric definitions.

SOFTFINANS Applications works in integration with SOFTTRANS®, SOFTARAYÜZ, SOFTMOBİL and SOFTE-DOCUMENT Applications, creating an Enterprise Resource Planning solution.

The application provides:

- Working with multiple companies,
- Working with multiple currencies,
- Parametrically definable income and expense items,
- Parametrically definable invoices via templates
- Parametrically definable documentation via templates,
- Customer specific or general definitions,
- Report generation of high flexibility,
- Tracing of issued documents,
- Transactions and reporting independent of activity year,
- General Ledger and Current Accounts integration of entered data and issued invoices
- Ability to automatically send all documents and reports via MS Exchange or SMTP System Integration Applications as e-mail without quitting the application.
- Ability to automatically send all documents and reports via FaxMaker for Exchange Application as fax without quitting the application.

SOFT Financial Management Application consists of following modules:

General Ledger Application
Current Account (Accounts Receivable & Payable) Management Application
Checks and Bills Management Application
Bank Account Management Application
Fixed Assets Management Application
Human Resources Management Application
Crew Management Application
Budget Management Application
Purchasing Management Application
Inventory Control Application
Warehouse Management Application
Production Management Application
Sales Management Application
Fuel Sales Management Application
Maintenance Management Application
Service and Maintenance Management Application
Operational Vehicle & Fleet Leasing Management Application
SOFTFINANCE Database & System Management Application

As System Management Module includes definitions necessary for the database and all other modules and common tasks, its use is imperative. All other modules are optional.

GENERAL LEDGER APPLICATION

This application consists of functions permitting to run General Accounting tasks in accordance with Uniform Accounting system and related communiqués and managerial accounting tools.

- Ledger account definition up to 16 digits and 6 levels
- Handling all transactions in TL, reference currency, EURO, transaction currency and account's currency
- Keeping of opening and closing slips in separate periods
- Cost center control, cost center – ledger links and reports
- Ability of creating collection, payment, booking, opening and closing notes, and accounting note templates
- Accounting note copy, move and search functions
- Creating provision notes
- Trial balance of different levels and for any number of months
- Drill down reporting from Trial Balance to accounting note and to invoice
- Ability of listing account transactions in selected currency
- Ability to close selected periods to transactions without printing legal books
- Ability to create Legal books, Balance Sheet, Profit and Loss Statement and other financial tables
- Ability of creating user defined reports
- Consolidation
- Inflation accounting transactions
- IFRS/IFRS reporting

CURRENT ACCOUNT (ACCOUNTS PAYABLE & RECEIVABLE) MANAGEMENT APPLICATION

Through this application customers' and vendors' management and monitoring and reporting of current accounts are performed.

- Detailed data about companies may be entered to current account cards
- Multiple cards for the same company with different currencies may be opened
- Monitoring all transactions in TL, reference currency, EURO, transaction currency and account currency
- Current account tracking based on sections
- Monitoring customers' risks, credit and warranties
- Entering current accounts transactions (Invoices, Cheques, Money orders, Transfers, Credit/Debit Notes, Cash)
- Linking debit and credit transactions and finalizing them
- Current account statement in foreign currency and interest accrual for arrears
- Overdue payment surcharge calculation
- Account balances, aging, receivables and payables tables
- Aged averages of current accounts
- Current account analysis, statement with balance, trial balance of current accounts
- Cash flow table
- Automatic integration of transactions to the ledger
- ABC analysis, static accounts lists, various analysis reports
- User defined reports
- Sending batch e-mails, fax, and printed reconciliation letter and statement to companies

CHECKS & NOTES MANAGEMENT APPLICATION

This application handles customer's checks and promissory notes and company's own checks and promissory notes.

- Using multiple portfolio
- Handling foreign currency cheques
- Checks/ Promissory notes debit, credit and results transactions monitored from the same screen
- Handling customer's checks and company's own checks
- Handling cheques by branch offices
- Black list control
- Portfolio reports and analysis
- Collection and payment tables with portfolio reports and analyses
- Chronological list of transactions
- Value loss and rediscount calculations
- Integrally running together with Accounts Payable & Receivable Application; automatic current accounts and cash flow table transactions
- Automatic integration of transactions into ledger.

BANK ACCOUNT MANAGEMENT APPLICATION

This application is working integrated with Account Payable & Receivable and General Ledger Applications and used for managing the bank accounts of the company.

- Bank account definitions
- Remittance and EFT transactions
- Remittance and EFT transactions between company accounts
- Bank instructions
- Instruction confirmation transactions
- Received remittance and EFT transactions
- Bank transaction reports
- Account reconciliation
- Short and long term credit tracking
- Credit simulation
- Credit revising
- Fixed asset relation for credits used for fixed asset purchasing
- Tracking credit payment
- Accrual of credit interests at end of period
- Integration of credits to accounting

FIXED ASSETS APPLICATION

This application includes the control of assets, depreciation accounts and reporting

- Opening of asset cards
- Tracking location and attribution of assets
- Cost price adjustment and selling operations
- Standard and declining balance system depreciation calculations
- Monitoring depreciation on cost center basis
- Reevaluation and ratification report
- Assets book
- Budgeting
- Automatically issuing depreciation and reevaluation posting notes and integration to ledger
- Integration to inflation accounting
- Monitoring fixed assets' VAT and monthly VAT reports
- Statistics and analysis

HUMAN RESOURCES MANAGEMENT APPLICATION

This application includes organizational management, personnel management, payroll and personnel development issues.

- Organization structure creation
- Job location, departments, staff definitions
- Workplace definition and planning
- Application transactions management and application guide
- Identity data of staff with photos
- Health, education, family, foreign language status of staff
- Beginning job, end of job, position change, salary, assigning transactions
- User defined transactions
- Chronologically monitoring of start, salary, changes in position and discharge of staff
- Leave transactions
- General tax, insurance, deduction, seniority and notification tariffs
- Flexible and parametric salary definitions, salaries per month, day, hour and piece
- Tallying entry and payroll transactions on batch basis
- Gross to net and net to gross salary computation
- Payroll envelop and employee payment list
- Employee payment summary by cost centers
- Social security, Saving Incentive Fund and Tax refund reports
- Electronic declaration

- Budgeting
- Automatic creation of payroll posting notes and integration to ledger
- Training management
- Performance management
- Career planning
- Statistics and analysis.

CREW MANAGEMENT APPLICATION

This application includes functions related to tracking the personal transactions of the crew working on the ships, arranging their payrolls and keeping current accounts.

- Single application entry independent of company
- Crew working on different vessels at different times
- Chronological tracking
- C/A Card transaction entry
- Current Account tracking
- Monthly accrual of leave payment
- Payroll in foreign currency
- Payment of salaries to crew member's relatives

BUDGET MANAGEMENT APPLICATION

This application is working integrated with General Ledger Application and used for creating and managing cost center based budgets.

- Budgeting based on company, branch, department, section
- Multiple budgets
- Consolidation between companies
- Budgeting with accounting and cost centers
- Budget estimations on item basis for departments
- Listing entered budget estimations
- Comparison of budget and actual status
- Flexible reporting
- Reporting in main currency, reference currency and EURO
- Cost allocation and distribution
- New budget from previous actual values
- Activity reports

PURCHASING MANAGEMENT APPLICATION

This application manages purchasing of all kinds of raw, semi-finished goods and finished products, and administrates relations with vendor companies.

- Handling purchase demands
- Offer requesting and evaluation
- Generation of purchase orders out of purchase demands
- Monitoring order status
- Purchase operations with and without orders
- Booking purchase invoices
- Purchasing invoice processing
- Closing of order on entry of goods
- Control of price in purchase invoice
- Automatic calculation over contract prices and discount tracking
- Integration with Inventory Control, Current Accounts and Ledger
- Weighing scale integration
- Vendor assessment
- Purchase reports by vendor, item and date

INVENTORY CONTROL APPLICATION

This application allows management of spare parts and items of all kinds; warehouse debiting and crediting entries and cost calculation

- Detailed Item Master definition entry and maintenance
- Tracking of items by group, type, kind and class
- Monitoring the item under three different units of quantity. Checking substitutes
- Operating with multiple warehouses
- Definable warehouse authorizations
- Monitoring item's minimum, optimum and maximum levels and alarms
- Tracking movement of items and reservation, defects, warranty, consignments
- Withdrawal for internal use and monitoring on cost center basis. Consumption lists
- Location control and pick-up list
- Cost Calculation by averaging, FIFO and LIFO methods simultaneously
- Inventory sub-ledger, inventory book and end of period accounting operations
- Displaying former transactions and reporting
- Inventory functions by item and warehouse
- ABC, inventory and cost center analysis

WAREHOUSE MANAGEMENT APPLICATION

Warehouse Management Application is the core of SOFT Logistics Management System. To provide logistics service to more than one company synchronously, this application operates in a structure which allows it to store materials in the most appropriate locations in warehouse for appropriate durations, to perform necessary actions in warehouse, to collect and to ship the materials according to incoming requests in the shortest time period, and, to be able to charge all these services. This application either operates integrally with Purchasing, Stock Control, Shipping Management and Barcode Integration modules of SOFTFINANCE, or independently.

- Multiple warehouse management
- Division, corridor and location definitions in warehouse
- Definition of locations as quarantine, quality control, refrigerated
- Definition of locations as storage, collecting, transit
- Separation of locations according to goods kind (food, chemical material, etc)
- Goods reception list
- List of goods which have discrepancies between their goods reception and waybill
- Goods reception, placing of materials, picking and shipping transactions
- Pallet tracking
- User defined actions in warehouse (Value adding services, labeling, etc.)
- Tariffs for warehousing and actions in warehouse
- Charging of warehousing and actions in warehouse using the tariffs
- Charging at the time of transaction or periodically
- Inventory tracking on palette/package/unit basis
- Movement tracking via non-standard second unit such as carrying cage and roll
- Tracking expiration
- Quality control
- Tracking serial numbers and lots
- Minimum and maximum inventory level tracking
- Printing Picking Lists sorted by location
- Assortment Product Tracking (Transferring and identifying from Excel to the Product Tree, storing, placing, collecting in different colors, numbers and different size distribution according to the order and sales estimates)

PRODUCTION MANAGEMENT APPLICATION

It works in integration with Inventory Control, Purchasing, Sales, Warehouse Management and Domestic Logistics and General Cargo Transportation Modules in order to realize simple production structures and simple production functions of teaming, kitting in logistics companies.

- Bill of material definitions
- Production work orders
- Production according to order or inventory
- Production cost calculation
- Production planning
- Material requirements planning
- Weighing scale integration

SALES MANAGEMENT APPLICATION

With this application, sales process of all kinds of goods and services can be managed; customer and dealer management is provided. This application can work independently or integrated with SOFTFINANS's Warehouse Management, Inventory Control, Shipment Management and Barcode Integration, Warehouse Management Standard EDI Integration and Weighing Scale Integration modules.

- Tracking customer data
- Multiple delivery points definable for the same customer
- Generating price lists for goods and services
- Price lists in foreign currency
- Entry of customer orders
- Defining sales conditions while receiving orders
- Entering shipping terms while receiving orders
- Parametrically defined risk calculation formulas
- Item reservation while confirming orders
- Partial deliveries and tracking order status
- Sending delivery and pick-up lists to the warehouse
- Printing waybill, invoice with waybill, invoice or e-invoice
- Integration with; Inventory Control, Accounts Payable & Receivable and General Accounting applications
- Weighing scale integration
- Sales analysis by customer, item and date.
- Tracking quotas on customer and item basis

FUEL SALES MANAGEMENT

This application operates integrated with SOFTFINANS Inventory Control, General Accounting and Current Accounts Management modules, and intends to administrate sale and monitoring of fuel, oil, spare parts and services such as washing and lubricating.

- Inventory tracking on fuel tanks basis
- Inventory tracking on fuel pumps basis
- Ability to process fuel sales both to company trucks and to others
- Invoicing lubricant, antifreeze, water and spare parts selling, and services such as washing and lubricating
- Quick and correct material withdrawal using barcode reader attached
- Fuelling by plate number and automatic creation of waybill and invoice for truck owner company
- Ability to issue single invoice by consolidating multiple waybills
- Consolidating fuel sales with same unit price to multiple vehicles of a company on single invoice
- Tracking, reporting and invoicing of fuel sales against Fuel Cards. (DKV, etc.)
- Automatic black list check for cash or card sales
- Tracking fuel sales to companies by quantity and amount
- Tracking fuel sales to vehicles by quantity and amount
- Automatic Current Accounts and General Ledger integration
- Posting of fuel sales to company's own vehicles to relevant expense and cost accounts
- Automatic posting of invoices for fuel sales to vehicles of group companies using SOFTFINANCE application for Bookkeeping
- Printing waybill, invoice with waybill, invoice or e-invoice

MAINTENANCE MANAGEMENT

This application provides monitoring maintenance control operations of any equipment and machinery, in integration with SOFTRANS® Truck Tracking and Fleet Management application. It works in integration with Inventory Control and Purchasing Applications.

- Defining and tracking basic data related to maintenance of equipment and machinery
- Defining basic data related to periodical maintenance and control of machinery
- Preventive/planned and breakdown maintenance management
- Scheduling daily, weekly and truck-specific control and maintenance programs; providing warnings
- Issuing job orders; entry of duration, personnel and parts transactions
- Finalizing job orders and job order cost calculation
- Tracing transaction history and reporting
- Spare parts and manpower planning
- Spare parts stock operations integrated with Stock Control application
- Tracking parts under warranty
- Analysis reports

SERVICE AND MAINTENANCE MANAGEMENT APPLICATION

This application provides all functions of Maintenance Management Application. In addition to this, it contains required functions for managing the operations of an enterprise, which renders repair and maintenance service for all types of machinery and hardware covered with warranty or not, and invoicing and reporting those transactions.

- General definitions related to hardware and machinery to which service is rendered
- Different standard labor duration definitions according to model
- Sales price definitions for spare parts, consumption material and labor
- Breakdown service form and service work order management
- Closing and pricing service work order, and invoicing
- Work order cost calculation
- Periodical maintenance work order templates definition
- Spare parts stock operations integrated with Inventory Control Application
- Service and warranty transaction covered by warranty
- Equipment service history
- Analysis reports

OPERATIONAL TRUCK AND FLEET LEASING APPLICATION

This application manages the business processes of companies engaged in operational vehicle and fleet leasing activities. It works in integration with SOFTFINANCE Purchasing, Inventory Control, Sales, Bank Account Management, Fixed Asset, Service and Maintenance, Accounts Receivable and Payable and General Ledger Applications. It works in integration with SOFTINTERFACE Operational Vehicle and Fleet Leasing Management Work Order and Field Operations Integration Application for real-time management of field operations on work order basis.

- Pre-pricing and offer
- Contract creating from offer
- Contract tracking
- Vehicle definitions
- Insurance, maintenance, service tracking
- Traffic fines and damage tracking
- Electronic toll (OGS/HGS) tracking
- Expense tracking on vehicle basis
- Invoice accruals and automatic invoicing
- Vehicle sales transactions
- Replacement vehicle tracking
- Document management
- Profit/loss reports on vehicle and customer basis
- Operational reports
- Printing waybill, invoice with waybill, invoice or e-invoice

SOFTFINANCE DATABASE AND SYSTEM MANAGEMENT APPLICATION

System Management module of SOFT Financial Management Application, includes SOFTFINANCE database and necessary definitions and parameters to run all the modules. This application forms the link and interface between users, PROGRESS Database Management System and all of the application modules. The following features and definitions needed to run SOFTFINANCE are created and reported through this module:

- Menu definitions
- Company definitions
- Currency definitions
- Coded data definitions
- User definitions
- User authorizations
- User password definitions
- System transaction log
- Document management subsystem
- Automatic transaction robot
- Application Log management
- Electronic Data Interchange (EDI) sub-system
- Request and problem management system
- Application version management and update system
- Electronic customer support
- License management

Menu system controls authorizations on each access to any kind of operation according to user's and company's authorizations. All kinds of operations such as creating, changing and deleting records are recorded in system journals (Logs); these operations can be queried on date, user, operation and type of operation basis.

WORKING ENVIRONMENT AND TECHNICAL SPECIFICATIONS

SOFT Financial Management Application is developed with PROGRESS Relational Database and 4.GL can run with PROGRESS Version 11 or 12 Runtime. The application has a graphic user interface complying with Microsoft Windows standards and rich graphic features assure ease of use and productivity.

The application which runs on client/server architecture, can be used Windows installed PC's at the client side, on OS/400, UNIX, and Windows Servers on server side.

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