

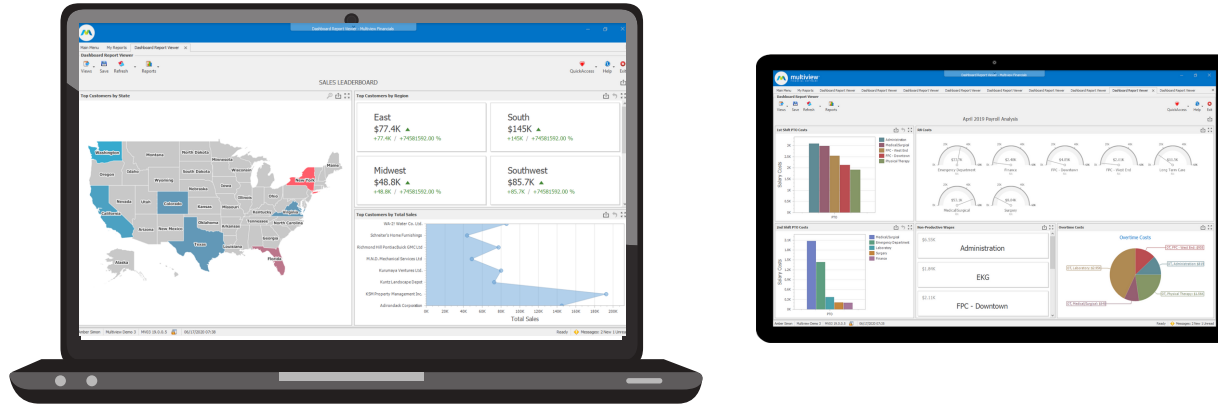


MULTIVIEW ERP CORE FUNCTIONALITY

STOP CHASING NUMBERS.
START USING THEM.

Multiview's innovative ERP solution delivers real-time, actionable insight into your business.

MULTIVIEW ERP CORE FUNCTIONALITY



Multiview Financials ERP provides a single point of truth within your organization, enabling visibility across divisional, regional, or product line silos. It goes beyond traditional finance and accounting to add the sophisticated capabilities that today's complex organizations demand.

This document details Multiview ERP's Core Modules that help power some of the world's leading companies; from healthcare providers to hospitality chains to asset management firms.



GENERAL LEDGER



ACCOUNTS PAYABLE



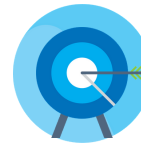
ACCOUNTS RECEIVABLE



BUSINESS INTELLIGENCE



FIXED ASSET MANAGEMENT



BUDGETING AND FORECASTING

GENERAL LEDGER



Puts the financial information you need within reach, and guarantees you timely access to the information your organization requires, both now and into the future. General Ledger functionality: From a single database, complies with regulators and auditors; view performance data from any perspective; eliminate errors and extra work; and operate in multiple currencies.

Accounting Structure

- Multiple company capabilities allow for growth and expansion
- Multiple business units/departments within each company are easily tracked
- All companies and business units can share the same chart of accounts. Multiple chart of accounts functionality available if required.
- Related Accounting Data (RAD) fields are defined by clients and used to drill down to a granular level in the data set
- Security measures can be placed to limit user access as defined by internal control measures
- Default Distribution Codes provide reduction in data entry keystrokes
- User Defined Fields (UDF's) can be set for a multitude of purposes throughout the system in order to capture additional information that can be viewed, sorted, and reported
- Interfaces can be custom or standard files. They allow for faster data entry and can be used in conjunction with several modules

Inter-company Accounting

- Automated inter-company "due to" and "due from" entries are created on a transactional level
- Multiple companies can be included on one entry
- Inter-company settlement feature allows the user to clear out balances between companies using General Ledger entries or Accounts Payable/Accounts Receivable transactions

Reporting Hierarchies

- Account Ownerships and Control Groups are used to control groups or categories of accounts by defining financial statement classifications, or reporting hierarchies
- Comprehensive reporting and query functionality provide reporting aggregated by company, by business unit, by account, by RAD, or a combination of any of these components

Accounting Periods

- Reporting on a weekly, monthly, quarterly, or annual basis
- 13-month calendar available
- Reporting periods and Fiscal periods can be different

Closing

- Soft Close is available with cut off dates set by management
- Monthly and annual closing process
- Each company can be closed independently
- Generation of automatic closing entries

GENERAL LEDGER (CONT.)

Journal Entries

- Entered manually or can be imported
- Created from memorized templates
- Set to automatically reverse and recur
- Electronic approval workflow process available
- Electronic image storage linked to each transaction

Statistics

- Statistics generated automatically
- Statistics created singly or in batches
- Statistics results in table or graph format
- Use statistics in reporting for KPI visibility

Trial Balance

- The Trial Balance Analysis tool is useful for validation of closing entries
- Opening balance, current activity, and closing balances are easily filtered and displayed
- Users have the ability to drill back to particular transactions that comprise the balance

Currencies

- Transactions entered in foreign currency can be translated into the ledger currency
- Revalue balances using exchange rates
- Reports generated showing ledger currency as well as translated currency
- Currency exchange rates interfaced into the system



ACCOUNTS PAYABLE



Gives you complete control over payments and payment strategies without the need to involve your IT personnel to get the job done. Built-in policy tables enhance control, speed processing, and make it easier to tailor system functions to your unique requirements. Accounts Payable functionality helps you to: Control cash with ease; get the most out of your banks; enhance vendor relationships.

Voucher Entry

- Post Voucher Workflow manages how the voucher will be approved before it is posted.
- Hold Voucher Workflow will place the voucher in the hold status until it completes the approval process
- The Pre-Voucher Workflow is initiated by scanning invoices, followed by data entry, and concludes with approval prior to being entered into Accounts Payable as a voucher.
- Automatic or manual posting of vouchers is possible
- Multiple A/P transaction types available (invoice, Cash Management, Document Management, paid invoice, employee expense, advance, deposit, prepayment, freight invoice, adjustment, scheduled payment)
- Documentation is electronically stored and attached to the transactions

Inter-company Accounting

- Vendors can have multiple billing accounts and each billing account can have its own accrual requirements
- Accrual by Accounting Date Past Billing Month allows the accrual entries to be generated from any invoices where the Accounting Date is past the Period End Date and the Invoice Date is before or on the same day as the Period End Date
- Accrual by Billing Frequency allows the accrual entries to be calculated based on the last paid invoice.
- Accruals are automatically booked and reversed

Use Tax

- Track use tax on vendor level or by individual invoice level
- Generate voucher for payment of taxes

Expense Management

- Employee Reimbursement for direct expenses, mileage, and per diem
- Credit Card receipts are matched to credit card statement activity
- Expense documentation is electronically stored and attached to the transactions

Voucher PO Price Discrepancies

- A/P and Purchase Order modules interact to allow for matching
- The price discrepancy query will allow users to determine how to handle any price variance
- Vouchers can be automatically put onhold until price variances are resolved

Escheat Transactions

- Vouchers can be voided into an escheat account
- Checks are then cut to the government to clear the escheat account

Prepayment Amortizations

- Create an amortization schedule for any General Ledger distribution in the voucher entry process
- Post amortization entries in future months at time of voucher entry or via a job submission process

ACCOUNTS PAYABLE (CONT.)

Schedule Recurring Payments

- Create schedules for recurring payments to avoid repetitious data entry
- Schedules can be modified and monitored

Payment Production

- Check
- EFT
- ACH
- Manual Checks
- Positive Pay
- Payment Confirmations

Bank Reconciliations

- Automatic bank statement reconciliation between statement and ledger using the BAI (Bank Administration Institute) code files from client's bank
- Automatic payment clearing using interfaces to upload bank activity
- Review the result of automatic matching
- Tools for manual reconciliation are available

Cash Requirements Reports

- Create a comprehensive report for open A/P items
- Forecast cash flow needs
- Customize the report for ease of reporting
- Memorize the search criteria (by company, by business unit, by vendor, by due date, etc.)

Interfaces

- Application Programming Interfaces (API) allow for interaction with other programs

Distribution Adjustments

- Adjust G/L distribution in the original transaction, but in the current accounting period
- Eliminate the need for extra journal entries that are not directly attached to the original transaction
- Provide visibility of the correction to eliminate the duplication of the original coding error on future transactions

1099 Processing

- Produce 1099-MISC with automation
- Track 1099 information on the vendor level
- Adjust 1099 information as needed on each voucher
- Utilize annual live client support webinars to review the process

Vendor Maintenance

- Set up vendors with default information to reduce keystrokes on transaction entry
- Utilize User Defined Fields (UDF's) to track information specific to your organization's needs
- Set up multiple addresses for each vendor
- Automate the accrual process by defining common vendor accruals

ACCOUNTS RECEIVABLE



A comprehensive system for managing receivables, cash receipts, and customer credit that allows you to control this critical business function, yet retain the flexibility you need to adapt to changing business conditions. Accounts Receivable functionality helps you to: Collect cash efficiently; stay ahead of credit and collection problems; and adapt to any business model to allow you to work the way you know best.

Customer Maintenance

- Set up customers with default information to reduce keystrokes on transaction entry
- Manage customer credit limits, credit terms, and customized pricing
- Maintain credit history and related documentation
- Use customer types to group your customers by classifications such as Reseller, Referral, New, etc.

Sales Tax Management

- Sales Tax groups and reporting can be maintained in the system
- Interface Multiview data with Avalara to report in multiple jurisdictions

Reports

- Customize reports to fit client needs
- Maintain an Accounts Receivable master record for all receivables
- Monitor all customer past due items through interactive query reports
- Produce a Cash Receipts Journal

Refunds

- Produce refund check from Accounts Receivable through Accounts Payable

Invoices

- Create invoices for individual and recurring transactions
- Use established pricing levels to generate invoices
- Print informational messages on invoices

Statements

- Customized statement templates
- Print informational messages on statements
- Ability to generate delinquency letters by client
- Statements may be emailed or printed

ACCOUNTS RECEIVABLE (CONT.)

Cash/Check Receipts

- Apply cash and check payments to invoices
- Partial payments can be applied on a line-by-line basis
- Apply a single payment to multiple open items

Miscellaneous Receipts

- Record cash receipts that are not related to an already recorded transaction

Write Offs

- Handle bad debt, small balances, etc. with ease

Deferred Recognition

- Receive a payment and define schedule for recognition of deferred revenue in future periods

Commission Calculations

- Track commissions due to sales representatives

Interfaces

- Application Programming Interfaces (API) allow for interaction with other programs



BUSINESS INTELLIGENCE



ViewPoint. Multiview's powerful reporting environment, gives you the ability to drill-down directly from the dashboards and financial statements. The Business Intelligence tools provide easy-to-use, fast, and powerful reporting without IT involvement.

Overview

- Summarize and store details from your production system in the ViewSource360 data warehouse
- Drill to the production system detail from the financial statements and dashboards; follow the trail from a general ledger account or financial statement figure all the way to the individual business transactions it comprises
- Create dashboards to transform your pivot and analytical reports into easily accessible and graphically stunning data representations
- Get accurate information in real-time
- Utilize on-demand dashboards and pivot tables
- Create your own reporting hierarchies to customize your reporting structure



FIXED ASSET MANAGEMENT



A comprehensive system for measuring and managing productive assets, both tangible and intangible. Exercise tight financial controls, minimize tax liabilities, and maintain flexibility. Asset Management functionality helps you to: Experience more than just depreciating schedules and discover what it truly means to manage your assets; streamline the acquisition, operation, maintenance, and disposition of your assets.

Financial, Tax and Supplemental Books

- Define classes and categories of fixed assets
- Track acquisition methods
- Post depreciation for all fixed assets in the system based on the depreciation schedule established for the asset
- Track transfers and history of movement of fixed assets

General Ledger Interface

- Fixed asset module fully integrated into Multiview
- Depreciation, acquisitions, dispositions, and adjustments are posted automatically to G/L

Month-end and Year-end Close

- Easily complete period closing entries

Interface

- Import data from your existing asset tracking system
- Import data from reports on new acquisitions or dispositions

Reporting

- Ad hoc reporting on assets can be completed using numerous different groupings/sorting
- Report on category, financial class, location, acquisition date, disposition date, etc.
- Project depreciation out on a monthly basis for 10 years or on an annual basis for 40 years

BUDGETING AND FORECASTING



Budget and forecast your organization's long-and short-term goals. Create budget approval workflows and compare budget to actual results. Budget various ways using general accounting structure, payroll, or allocations. Budgeting and Forecasting functionality, helps you to: Collect budget inputs into a single point of truth; improve budget planning driven from behavioral analysis of historical data; see process status at a glance.

Budgeting and Forecasting

- Multi-year consolidated budgeting for short-term and long-term goals
- Each version of the budget is maintained separately to provide history
- Assumptions by percent, statistical, fixed dollar amount, etc.
- Allocations by department/organization can be built in to budget workbooks
- Human resource workbooks can be budgeted at a very granular level (by employee, department, hourly, salary, benefits, etc.)
- Create scenarios to evaluate the what-if's and create budget allocations to establish a single point of truth
- Version controls to maintain audit trails on original, amended, adopted, and forecasted budgets
- Version controls allow for subsequent proposals and changes to budgets to be analyzed without affecting current budgets

Reporting

- Budget module fully integrates with the reporting module to allow for visibility of budget to actual
- Drill-back functionality from the reports to the budget workbooks is available based on security
- Hierarchical structures can be defined that allow for reporting of individual as well as aggregate revenues and expenditures

Interfaces

- From existing Budget system
- Capital asset budgets

Security Assignments and Progress Tracking

- Multiple departments can contribute to the budget
- Security levels can define who can access which departments' budgets
- Security levels can be further defined as:
 - Analyst –review only
 - Contributor –data entry abilities
 - Approver –review and approval
 - Administrator –design, data entry, review
- The progress of each worksheet and each workbook can be electronically tracked
- Designing and creating the budget in Multiview keeps links from being broken

Workflow

- Use of the electronic workflow processes allow for the electronic review and approval of budgets