Receipting

Overview

Receipting for SunSystems is a flexible solution that offers receipting, deposit slip preparation and online allocation to assist in the accurate processing of receipts.

The system of internal control is enhanced by separation of duties, avoiding teaming & lading, full audit trail and enforced balancing.

Receipting for SunSystems allows users to receipt and allocate monies with the least amount of key strokes while providing the maximum adherence to the system of internal control without compromise to flexibility and analysis.

Reasons why you use Receipting

■ Customer Service

Hear how customers have cut down the length of queues and increased customer service by using Receipting for SunSystems. Customer inquires are fast and flexible.

The ability to receipt simultaneously from multiple billing systems and process one consolidated receipt makes for happy customers and low transaction costs. The system redundancy can be configured to allow for processing when the network connection to the server is lost.

■ 'Fragile Final Mile'

The fragile final mile encapsulates the breakdown of internal controls when steps in the process require spreadsheet reporting (e.g. deposit slips) or permit unauthorised manual amendments. Receipting for SunSystems includes the steps necessary to control an important company asset.

■ System of internal control

The system of internal control is adhered to by functional security on the menu options and data set security limiting data access. All receipt numbers are audit controlled per user. With Receipting for SunSystems your data integrity is not compromised.

■ High speed processing

This is essential in high volume sites. Workflow of processing a receipt is optimised. Our approach includes *keyboard hot-keys* defined for faster processing of each transaction, *cheque scanner* and *EFTPOS* processing. Our proven JET technology learns transactional information so that on subsequent repeated transactions much re-keying is avoided thus saving time and improving data accuracy.

■ Remove cost and duplication

Receipting for SunSystems will remove unnecessary cost and data rekeying from the process. Cheque scanners and barcode invoices/statement speed the process, improve data integrity and eliminate administration costs.

■ Integration to third party invoice systems

Lookup options allow for user definable ways of integrating reference data from other source systems without the data being present in SunSystems. This data can then form part of the receipt information for printing and posting to the ledger. For example receipting of local council rates or receipting of student charges at TAFE.

■ Remote Receipting

No need for Citrix or terminal services to deploy receipting. The system is designed for speed and redundancy and is optimised for processing in LAN, WAN or briefcase mode. Briefcase mode permits the user to process receipts without a live connection to the server.

■ Receipt Tellers (optional)

Public receipting allows for cashier or teller style of processing. This configuration is enhanced by cashier balance information for end of day or shift cash control, user defined speed / hot keys and unique learn modes. Receipt processing is optimised by the integration to cheque scanners and EFTPOS machines.

professional **advantage**

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Receipting

Features at a glance:

■ General
- User definable processing options
- User definable reports
- Automatic calculation of tax
- Online account allocations
- Rounding of amounts
- Batching of receipts
- Interface to cheque reader & EFTPOS
- Calculation of change
- Fixed pricing
- Integration to third party billing systems
- Automatic collation of multiple receipts to one deposit slip
- Cheque memory function
- User defined hot-keys
- Online bank branch validation
- Multiple bank accounts
- Search receipts by any data field
- Re-print receipts
- Receipt number audit control
- Multiple payment methods
- User defined journal and ledger set-ups

■ Receipt Items
- Data entry is made simple with the comprehensive setup of item details
- Default analysis, description and amount options
- Additional user definable description fields available on all items for extra reference and analysis options
- Default the entry of multiple items
- Default name and address fields for printing on receipts

■ Lookups
- Lookups of unpaid invoices are user defined
- Lookups can refer to data held in tables separate to SunSystems
- Lookups can refer to any SunSystems tables on any index. Therefore the lookup can be by debt or name, code or just invoice number across all debtors
- Automatically insert values from pre-defined lookups in more than one field for display in receipts or posting to the ledger. For example an external rates invoice can be automatically updated to SunSystems when receipted

■ Cost of Ownership
High speed and automated efficiencies have proven reductions in processing by 8 times previous systems.
- Receipting for SunSystems users can benchmark receipt processing in single digit seconds
- Data accuracy and reduced manual administration gives an increased level of internal control with lower administration costs

■ Industry
Companies processing large volume of cheques or cash
Specific Industries
  Aged Care
  Education
  Local and State Government
  Membership Organisation
  Not for profit
  Services