



Preferred Provider of  
Financial Applications for  
**AICPA** business solutions

# Product Brief

## Intacct Purchasing and Inventory

Intacct Purchasing and Inventory delivers a complete solution for streamlining and automating the procure-to-pay process to maximize cost savings. It also helps companies manage and optimize inventory to increase customer satisfaction, improve capital efficiency and reduce inventory costs.

### INTACCT PURCHASING

Intacct Purchasing automates your purchasing transactions and provides a comprehensive suite of dashboards and reporting tools for your staff to monitor and manage merchandise and services acquisition. Intacct Purchasing delivers an efficient and

cost effective way to manage your procure-to-pay workflows.

#### Purchasing that Fits Your Needs

Intacct Purchasing supplies a set of best practices templates — purchase

requisitions, requests for quotations, receivers, vendor returns, purchase orders and adjustments. You can customize these templates, or create new ones to precisely fit the way you do business. You can configure your purchasing workflows and information flow. For example, you can convert a quote to a purchase order, speeding data entry and eliminating data re-entry errors.

#### Seamless Chain of Purchasing Transactions

Intacct Purchasing is fully integrated with our online financial management applications, including Intacct Accounts Payable, Intacct General Ledger and Intacct Inventory, which allows you to create a seamless chain of transactions from requests for quotations, to purchase orders, to invoicing your customers. On-demand access links one or more warehouses to your purchasing, sales and administrative teams via the Internet.

The screenshot shows the Intacct Purchasing software interface. At the top, there's a navigation bar with links like Dashboards, Company, Vendors, Customers, Employees, Cash Management, General Ledger, Inventory Control, Customization Services, and Reports. Below that is a sub-navigation bar for Vendors with links for Purchase Order, Sales Order, and Returns. The main area is titled '3 - PURCHASE ORDER' and contains several input fields: Date (07/07/2008), Type (3 - Purchase Order), Vendor ID (VEN-001-Fenwick & West LLP), Document Number (PO-000015), Currency (USD), Exchange Rate Date, Exchange Rate Type, and Exchange Rate. Below these are sections for 'Entries' and 'Line Items'. The 'Entries' section lists various items with columns for Item, Description, Unit, Qty Avail, Price, and Extended Price. The 'Line Items' section shows a detailed list of items with columns for Item, Description, Unit, Qty Avail, Price, Department, and Project. At the bottom, there are sections for Sales Tax, Freight, and Total, along with buttons for Post, Post & Continue, Print To, Repeat, and Cancel.

Intacct Purchasing provides visibility into your entire purchasing process.

#### Flexibly Manage Your Vendors

Intacct Purchasing lets you manage vendor information including multiple contacts, pay-tos and return-tos. You can manage credit limits and put vendors on hold; manage payment priority and payment terms; and manage default bill payment dates and discount dates. You can link vendors to items, and

you can load vendor catalogs and prices into the system. Intacct Purchasing tracks vendor information at the item level including lead times, best cost and last cost. You can receive multiple shipments over time against a single purchase order or require a single receipt, as you define.

### Increase Control

Intacct Purchasing lets you define user permissions to allow users to access only specific processes, transaction documents or reports. For example, several people might be able to request proposals from vendors, but perhaps only a purchasing manager can issue a final PO. This helps you ensure compliance with procurement policies and to control costs.

### Optimize Price Management

Intacct Purchasing makes it easy to keep your vendor prices current, since your costs for acquiring inventory items often changes over time. Using the prices

IdeaWorks Enterprises Inc. Purchasing Analysis					
Vendor	Order	State	Date	Amount	
VEN.000001...Costco Business Services	3 - Purchase Order-PO-000018 3 - Purchase Order-PO-000020 3 - Purchase Order-PO-000017 4 - Purchase Receipt-PREC-000013 4 - Purchase Receipt-PREC-000014	Converted Pending Converted Pending Pending	10/02/2008 10/22/2008 10/02/2008 10/02/2008 10/02/2008	31.00 616.75 96.80 96.80 99.95	
	Total for VEN.000001...Costco Business Services				995.95
VEN.013...Axial Print	5 - Vendor Invoice-VENINV-000015 4 - Purchase Receipt-PREC-000007 3 - Purchase Order-PO-000021 1 - Purchase Requisition-REQ-000008 1 - Purchase Requisition-REQ-000006 3 - Purchase Order-PO-000007 4 - Purchase Receipt-PREC-000005 2 - Request For Quote-PREQ-000002	Pending Pending Converted Converted Converted Converted Converted Converted	03/03/2008 03/03/2008 03/03/2008 03/03/2008 02/03/2008 03/03/2008 03/03/2008 03/03/2008	24.75 49.50 24.75 0.00 49.50 49.50 49.50 272.25	
	Total for VEN.013...Axial Print				
VEN.037...CSC	4 - Purchase Receipt-PREC-000015 3 - Purchase Order-PO-000021 3 - Purchase Order-PO-000021-B	Pending Converted Pending	12/05/2008 12/05/2008 12/05/2008	3,093.75 6,187.75 3,093.75	
	Total for VEN.037...CSC				12,375.00
VEN.081...Lithia Printing Solutions	3 - Purchase Order-PO-000006 4 - Purchase Receipt-PREC-000006 1 - Purchase Requisition-REQ-000007	Converted Pending Pending	03/03/2008 03/03/2008 01/27/2008	24.75 24.75 12.50	
	Total for VEN.081...Lithia Printing Solutions				62.00
VEN.117...Watkins & Company	3 - Purchase Order-PO-000022 4 - Purchase Receipt-PREC-000016	Converted Pending	12/05/2008 12/05/2008	616.75 616.75	
	Total for VEN.117...Watkins & Company				1,237.50
	Grand Total				14,942.70

View purchasing activity by vendor, transaction or item.

you pay on purchase orders, you can automatically update vendor costs with the latest prices. You keep your cost data current with no extra effort.

Finding the best prices and quantities is easier with features such as automatic quantity price breaks and economic order quantity options. A vendor

economic order quantity is the amount most economical for you to order from a vendor — an optimal price break, or most economical to ship. You can also set up an economical reorder point per warehouse per item, assuring that each warehouse orders the amount that is most economical.



Intacct Purchasing provides a comprehensive process for automating your purchasing activities with a high level of control.

### Customizable Reporting

Customizable dashboards and reports assist both purchasing personnel and management in placing orders, monitoring order status and analyzing the state of your inventory. Price list reports and purchasing transaction reports help you manage costs of goods. A vendor exception report identifies items you have ordered, but not yet received. The purchasing analysis report gives you deeper analysis of transactions across time periods, vendors, item transaction status (open/closed), transaction types (PO or vendor bill) and back orders.

## Key Features

- Provides a complete set of user-ready transactions and documents, such as requests for quotations, purchase orders, receivers, returns, adjustments and vendor invoices

- Simplifies vendor payment flow by automatically posting received and invoiced goods to Accounts Payable as bills for payment

- Easily manage minimum, maximum and economic order amounts to optimize purchasing

## INTACCT INVENTORY

Intacct Inventory is a complete system to increase customer satisfaction, improve capital efficiency and reduce costs by streamlining inventory operations, improving inventory visibility and managing and optimizing inventory levels. Deep analysis across locations, product lines and inventory status (on-hand, on-order, back-ordered) enables you to minimize buffer stocks and to best utilize the items available. Because Intacct Inventory is on-demand, it enables collaboration between sales, finance, operations and logistics personnel regardless of location.

serial numbers with configurable masks and lot numbers. You can track multiple vendors per inventory item, along with reorder levels, quantities and costs using multiple cost-evaluation methods. You can manage items by defining which product lines they belong to, the cost method to use for cost-of-goods calculations, which vendors supply the item and the economic reorder quantity for each vendor. You can configure your warehouse operations to match the way you run the business, so if you use aisles, rows and bins, you can model your physical tracking for each warehouse online.

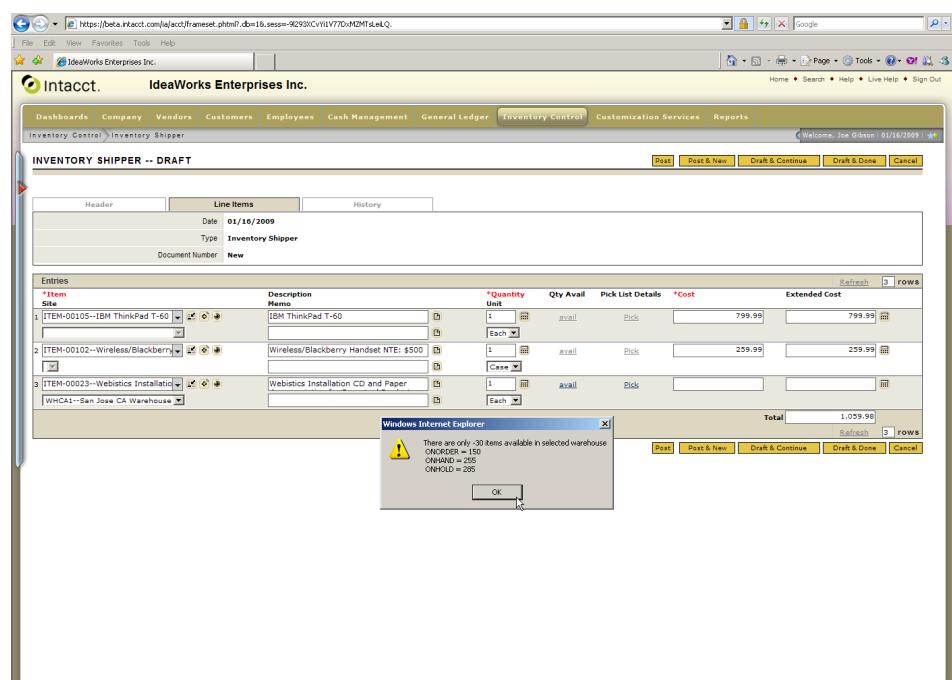
## Inventory that Meets Your Needs

Intacct's configurable workflow lets you choose how to model your transactions. Users can create custom documents and transactions from the standards you provide. For example, you can choose to convert a purchase order into inventory receipts and then to a vendor bill, ensuring accuracy and reducing time spent re-entering data.

When you save a transaction, Intacct Inventory automatically checks inventory levels, creates backorders and so on. Running totals let you know how many items are requisitioned, on

## Easily Manage Multiple Locations

Intacct Inventory gives you greater agility in managing inventory, whether you have a single location, multiple stockrooms, warehouses and distribution centers or across any combination of locations and product lines. Inventory balances and availability are available in multiple units of measure, supporting procurement, order fulfillment and returns from customers or vendors.



Intacct Inventory gives you greater control in managing inbound, on-hand and promised inventory quantities.

## Comprehensive Item Management

Flexible costing methods within Intacct Inventory enable you to configure and track costs at the inventory item level. For any item, you can configure kitting,

order, on hand, on hold, damaged, or in scrap or spoilage. Intacct also supports flexible subtotaling so you can compute discounts, and freight.

You can base transactions and associated documents on customizable templates. Intacct supplies a set of standard templates — adjustments, transfers, damaged goods, inventory receipts, scrap or spoilage and shippers. However, you can customize these templates, or create new ones, to precisely suit your business model. For example, if you have a once-a-year sale of cosmetically imperfect items directly from your warehouse, you could create a single document for warehouse personnel to simultaneously ship and sell these items.

### Easy to Use Light Assembly

Intacct Inventory delivers an easy to use solution for light assembly. Take items that are available in your inventory and assemble them into stockable kits that can be tracked as a single unit. Intacct automates this process, not only subtracting the items in your kit from your overall inventory, but also calculating the total cost per kit based on its components.

### Seamless Chain of Inventory Transactions

Intacct Inventory is fully integrated with our financial management applications, including Intacct General Ledger, Intacct Purchasing, Intacct Order Entry, Intacct Accounts Payable



Intacct Inventory automates the entire inventory management process.

and Intacct Accounts Receivable, allowing you to create a seamless chain of transactions from requesting quotes from vendors to receiving the merchandise into your warehouse to invoicing your customers.

### Comprehensive Reporting

Customizable reports assist all your staff from warehouse personnel who locate items, to managers who analyze efficiency and profits. For example, the inventory valuation report provides a rich environment for conducting research on inventory trends so you can make informed sourcing decisions. An inventory reorder report proposes how much, if any, of a given item you should order for any warehouse that needs that item. Kit analysis reports give statuses of the kits in question.

### Key Features

- User-ready transaction documents types, such as receipts, transfers, shippers, adjustments, damaged goods and scrap or spoilage simplify set-up
- Track any number of vendors per inventory item, along with reorder levels, quantities and costs using LIFO, FIFO or average costing methods for each item
- Unlimited number of hierarchical product lines
- Pricing and discounts by product line and by customer

