

Your Goals. Our Solutions.



Financial Reports



Budget



Company Structure

## ACCOUNTING & FINANCE MODULE



الحل الأمثل والنظام الشامل لإدارة الأعمال  
The Total solution system for your business

Your Goals. Our Solutions.







Accounting & Finance

**Optimum Accounting & Finance Module** is an integrated multi-company, multi-branch and multi-currency system which works based on profit centers (activities). The system structure, based on Activity Based Cost (ABC) accounting, allows extracting reports in three dimensional (3D) views by Activity/Sub-Activity, Departments and Analysis Codes. The System can also produce statements for Customers or Vendors.

**Optimum** provides powerful Security and Workflow. Specific system and operational roles can be defined at user or user group levels. A powerful document workflow ensures the smooth flow of documents within the organization. Any number of approval levels can be defined according to the nature of the document.



### Core Components:

1. Journal Vouchers.
2. Preset Journal Vouchers.
3. Budget.
4. Account Reconciliation.
5. Financial Reports & Inquiries.
6. Create Financial Reports.
7. Financial Setup.
8. Accounting Structure.



Company Structure



Budget



## Journal Vouchers

**Optimum Accounting & Finance Module** includes the functionality of creating and managing Journal Vouchers with following features:

- √ Create Journal Vouchers electronically, according to the:
  - Currency.
  - Profit Center (Activity / Project).
  - Account.
- √ Attach all related documents.
- √ Approval through workflow with budget controls.
- √ Recall the previous Journal Voucher instead of inputting data again.
- √ Recall the Preset Journal Voucher instead entering data every time.
- √ View the history of the data input through workflow approval.
- √ Print Journal Vouchers.
- √ Inquiries & Reports.
- √ Send Journal Voucher & alerts electronically via e-mail.



Accounting & Finance



Journal Vouchers



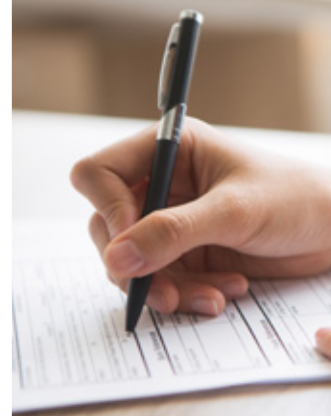
## Preset Journal Voucher

**Optimum Accounting & Finance Module** includes the facility to create and save Journal Vouchers in system to be recalled when required or periodically with following features:

- √ Create Preset Journal Voucher in advance electronically, according to the:
  - Currency.
  - Profit Center (Activity / Project).
  - Account.
  - Cost Center.
  - Analysis.
  - Vendor / Customer.
- √ Scheduling Preset Journal Voucher as per:
  - The vendor or customer.
  - Date.
- √ Cancellation of Preset Journal Voucher.
- √ Print Preset Journal Voucher.
- √ Send Preset Journal Voucher & alerts electronically via e-mail.



Accounting & Finance



Preset Journal Voucher



Accounting & Finance



Budget

## Budget

**Optimum Accounting & Finance Module** has in-built functionality to create both forecasted and actual Budget with following features:

- √ Create budgets by years and months electronically, according to the:
  - Currency.
  - Cost Center.
  - Profit Center (Activity / Project).
  - Analysis.
  - Account.
  - Vendor / Customer.
- √ Attach all related documents.
- √ Approval through workflow.
- √ Update & modify budget through the workflow approval.
- √ Print budgets by:
  - Account.
  - Profit Center (Activity / Project).
  - Cost Center (Department / Section).
- √ Inquiries & reports.





## Account Reconciliation

**Optimum Accounting & Finance Module** has in-built functionality to reconcile any counter party account statement with system statement with following features:

- √ Upload the counter party account statements electronically.
- √ Upload the corresponding account statements as needed (daily - weekly - monthly, etc.)
- √ Reconcile the statements electronically.
- √ Print reconciliation sheet as per established international standards.
- √ Un-reconcile & reconcile again after verification & corrections.
- √ Inquiries & Reports.
- √ Send reconciliation sheet and alerts electronically via e-mail.



Accounting & Finance



Account  
Reconciliation



## Financial Reports & Inquiries

**Optimum Accounting & Finance Module** has in-built functionality to produce all financial statements and reports with online real-time data postings with following features:

√ Inquire & print account statements by date & duration.

√ Inquire & print financial statements:

- Financial Position (Balance Sheet).
- Income Statement (Profit & Loss).
- Trial Balance.
- Account Statements.

√ Inquire & print financial statements by:

- Companies.
- Profit Center (Activity / Project).
- Analysis.
- Branches.
- Cost Centers (Departments/Sections/Units).

√ Inquire & print statements for vendors and customers.

√ Inquire & print accounts, vendors, customers file etc..

√ Reconcile the statements electronically.



Accounting & Finance



Financial Reports  
& Inquiries





## Create Financial Reports

With **Optimum Accounting & Finance Module** you can create your own financial reports for any purpose with following features:

- √ Create all financial reports as required by the user.
- √ Design the financial reports with:
  - Multiple user defined Statements of Financial Position.
  - Multiple user defined Income Statements.
  - Multiple user defined Trial Balances.
  - Multiple user defined Cash Flow Statements.
  - Multiple user defined Ratio Analysis.
  - Create any user defined financial report according to:
    - Companies.
    - Profit Center (Activity / Project).
    - Analysis.
    - Branches.
    - Cost Centers (Departments).
    - Vendor or Customer.
- √ Send financial statements & reports electronically via e-mail.



Accounting & Finance



Create Financial Reports



Accounting & Finance



Financial Setup

## Financial Setup

Financial Structure of any company can be mapped easily in **Optimum Accounting & Finance Module** with following features:

- √ Unlimited number of accounts structure.
- √ Unlimited number of currencies.
- √ Unlimited number of accounting matrix.
- √ Unlimited number of accounts analysis.



## Company Structure

Company structure in **Optimum Accounting & Finance Module** can be created at multiple levels with following features:

- √ Unlimited number of companies.
- √ Unlimited number of branches.
- √ Unlimited number of currencies.
- √ Unlimited number of profit centers (Activities/Projects).
- √ Unlimited number of cost centers (Departments/Sections/Units).

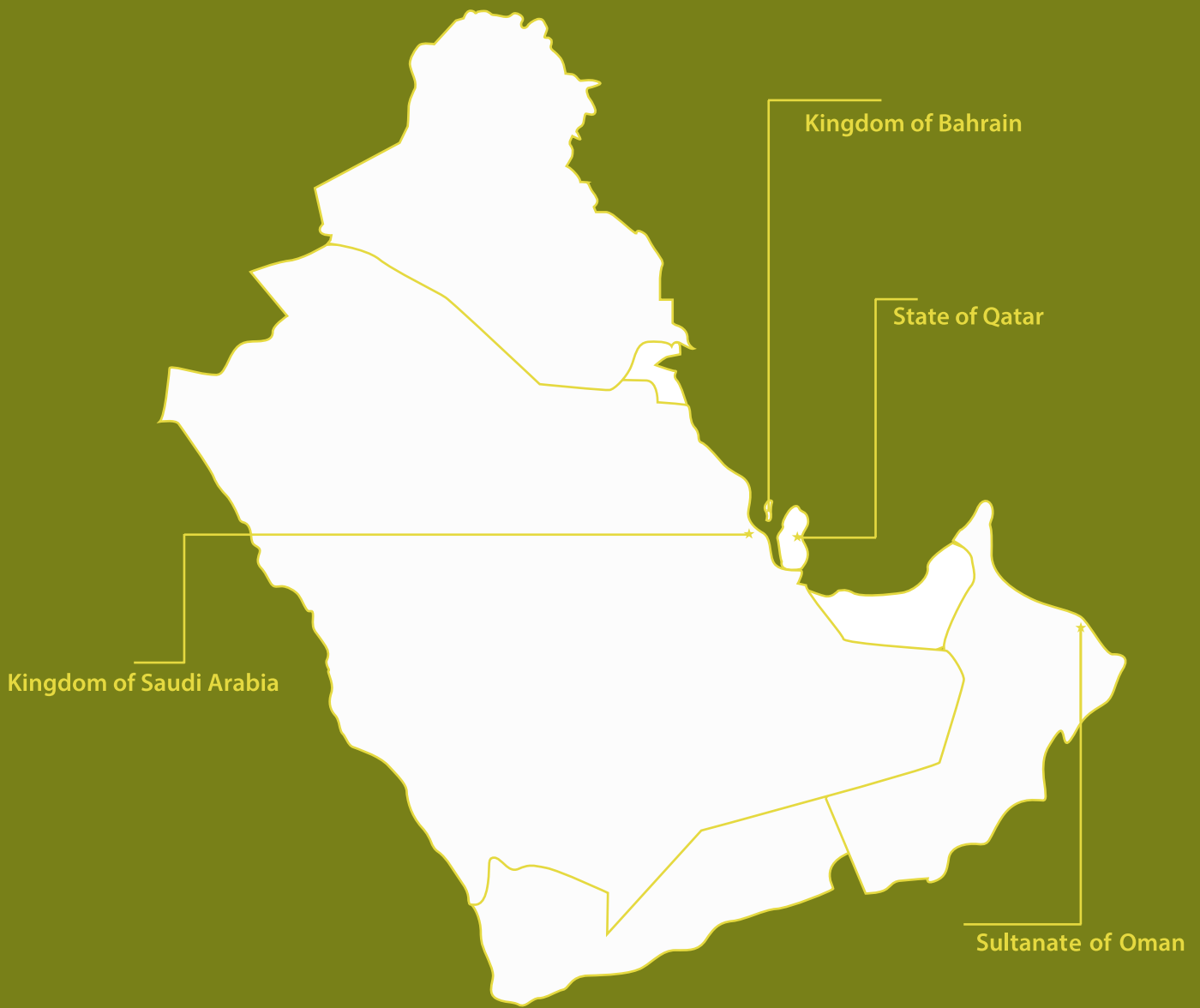


Accounting & Finance



Company Structure





## Regional Offices

### Bahrain

P.O. Box 2949  
 Manama, Kingdom of Bahrain  
 Tel. +973 17 297227  
 Fax. +973 17 297 337

### Qatar

P.O. Box 31122  
 Doha, State Of Qatar  
 Tel. +974 4491 3232  
 Fax. +974 4491 3231

### Saudi Arabia

P.O. Box 3674  
 Al Khobar, Kingdom of Saudi Arabia  
 Tel. +966 3 889 0022  
 Fax. +966 3 889 8285

### Oman

P.O. Box 1801  
 Muscat, Sultanate of Oman  
 Te . + 968 2447 2223/4  
 Fax. +968 2448 1867

