

Your Goals. Our Solutions.



Financial Reports



Budget



Company Structure

**PUBLICATION
MANAGEMENT
SYSTEM E-ERP**



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



Your Goals. Our Solutions.



Wholesale &
Retail E-ERP

Enabling you to achieve your goals by cost effective & innovative integrated IT solutions

OPTIMUM Publication Management is designed to run any types of Media, Advertising and Press organizations. It covers all the aspects of the Press Management business; be it functional or departmental. It is a multi company, Multi-branch and Multi-profit/cost center system. It has a fully-fledged workflow process, and comprehensive authorization limit features. It is an intranet/Internet E-ERP system that allows online, real time interaction with your customers and vendors.

The Distribution module controls and monitors the distribution network through various channels whereas the Advertising module ensures that the customers' advertisements are well-managed from space-booking to collection. The below- mentioned modules of the system integrate into a complete system, making it the most efficient, reliable and comprehensive one in the market.



Publication Management (E-ERP) Components:

1. Distribution Module.
2. Advertising Module.
3. Procurement & Supply Chain Module.
4. Inventory Module.
5. Financial Management & Budgeting Module.
6. Fixed Assets Module.
7. HRMS & Payroll Module.
8. Time Attendance Module.



Company Structure



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Distribution Management

Distribution Management Software is a fully-fledged, paperless distribution management product meant to organize and control all the processes of any types of press releases; be it newspapers, magazines, leaflets etc. It is a totally parameterized product that allows mapping the software to the organization's needs and requirements. The Optimum Distribution module covers most of the well known types of distribution methodologies namely subscriptions, outlets and Paper boys.

Powerful enquiry & report generation facility.

Enables users to obtain all the detailed or summarized information at the click of a button

Subscription Management:

- Individual Subscription Management .
- Companies Subscription Management.

Outlet Management:

- Cash. - Credit.

Boys Distribution Management:

- Cash. - Credit.

Customer Profile Management:

- Full data profile. - Contracts. - CRM.

Inquiries & Reporting.



Advertising Management

Advertising Management Software is a major module within the press management E-ERP system covering advertising pricing, advertizing booking, publishing scheduling, customer billing etc. Advertising Management has a multi-media setup where customer can set many newspapers and many locations for booking. It has a complete financial module with built-in sub-ledger. It has online customer booking, and online customer enquiry features.

Media Management:

- Classified. - Unclassified. - Banners.

Publishing Management:

- Media Booking. - Space Booking.
- Issue/Booking Management.

Boys Distribution Management:

- Cash. - Credit.

Customers:

- Direct Customers. - Agency Advertising.

Advertising Financials:

- Invoicing Management.
- Collection Management.
- Ageing & Accounting Management

Whenever needed an online context sensitive help system pops up to assist & guide you through all the procedures.



Procurement & Supply Chain Module

The **OPTIMUM** Procurement & Supply Chain Module manages all aspects of the purchases and payment functionalities. It is a multi-currency system starting from departmental request till final payment. It has unlimited workflow levels and user authorization limits.

The **OPTIMUM** Procurement & Supply Chain Module is linked to the budget where controls can be set at the account level, profit centre level, cost centre level or a combination of all these. It has a full-fledged parameterized inquiry and reporting system that allows the user to retrieve any information needed.

- Departmental Requests Management.
- Vendor Requests for Quotation Management.
- Purchase Orders Management (Inventory - Non Inventory Items).
- Delivery Notes Management.
- Invoices Management (Direct & against Deliveries).
- Payment Management (Cheque - Transfer - A/C to A/C).
- Vendor's Profile Management.
- Payables Reporting & Inquiries Management.



Inventory Management

OPTIMUM Inventory Management System controls the organizations' inventory, whether that inventory is for internal use or for resale.

The **OPTIMUM Inventory system** maintains for each stock a fully fledged master file containing all aspects such as the Re-Order level, Re-Order quantity, Lead time and so on. It has a multi-currency, multi-store, multi-location and multi-level inventory structure. The open parameterization structure, drill down facilities, and the inquiries and reporting capabilities give the best control over the organization's inventory.

- Inventory Received Management (Delivery Received Update).
- Store To Store Transfer Management.
- Direct Addition/Deduction Management.
- Assembly Management.
- Delivery Notes Management.
- Inventory Returns Management.
- Store Structure Management.
- Inventory Master Management.
- Inventory Reporting & Inquiry Management.



Financial Management

OPTIMUM Financial Management is a fully-fledged Activity-based Cost accounting (ABC) ledger, that has unlimited segments of chart of accounts, unlimited accounts setup, unlimited profit centres, and unlimited cost centers.

OPTIMUM Financial Management is a multi-company, multi-branch and multi-currency system. It has a fully fledged built-in Customer/Vendor sub-ledger. Its powerful parameterization, drill down facilities, and inquiries and reporting capabilities allow the user to retrieve any information at the click of a mouse.

Our Powerful Accounts Parameterization features facilitates greater flexibility & adaptability to suit any kind of business.

The customers can design their own parameters that are distinctive for their own organization.

- Journal Vouchers
- Pre-set Vouchers
- Customers / Vendors.
- Auto-Generation Vouchers.
- Budgeting & Forecast
- Accounts Reconciliation
- Financial Reporting



Fixed Assets Management

OPTIMUM Fixed Assets Management System is aimed at recording all the fixed assets bought or capitalized, whether these assets are tangible or intangible. It will keep track of all movements of these assets, whether these movements are from staff to staff or department to department or from one location to another.

OPTIMUM Fixed Assets Management System also keeps full track of the financial aspects of the assets i.e. original cost, depreciation, net book value, disposal, remaining life etc. It also keeps all related documents, and it has a full fledged reporting and inquiry system.

Whenever needed, an online context sensitive help system pops up to assist & guide you through all the procedures.

- Assets Management.
- Assets Financials.
- Assets Maintenance.
- Assets Movements.
- Assets Documents.
- Assets Insurance.
- Assets Tracking.



Human Resources & Payroll

OPTIMUM Human Resources & Payroll covers all aspects of Human Resources required by any organization. It has a multi-company, multi-branch, and unlimited departmental structure. It is bi-lingual so you can logon in the language of your choice (Arabic-English).

OPTIMUM Human Resources & Payroll is totally parameterized so it can accommodate the laws, rules, regulations, policies and procedures of any country or organization.

OPTIMUM Human Resources & Payroll allows setting up many payroll templates in multi-currencies, and many payroll generations.

- Recruitment Management.
- Personnel Administration.
- Document Management.
- Attendance Management (Attendance, leave, sick leave etc.)
- Payroll Management.
- Loans Management.
- Organization Structure Management.
- Policies & Procedures Management.
- Appraisals & Forms Management.
- Staff Communication (Bulk Email, SMS etc).
- Training Management.
- Self Services Management.
- Inquiries & Reporting.



Time & Attendance Management

OPTIMUM Time & Attendance Management OPTIMUM Time & Attendance Management system has been designed to manage the manifold and complex processing of your company's employee time and attendance data. The module may be linked to OPTIMUM Personnel Administration and Payroll module, to work as an integrated system.

The users will be able to organize and manage the company's time and attendance data with little effort as well as generate required reports with ease, The employees' time and attendance may be tracked by any type of data capturing machine, such as swipe cards and/or finger prints that can also be linked to door access/main gates.

OPTIMUM Time & Attendance System structure allows the user to parameterize any type of shifts and special policies required by the organization.

Access Control:

- Live Monitoring with Dashboard.
- Remote Door Control.
- Facility to Enter Data Manually.

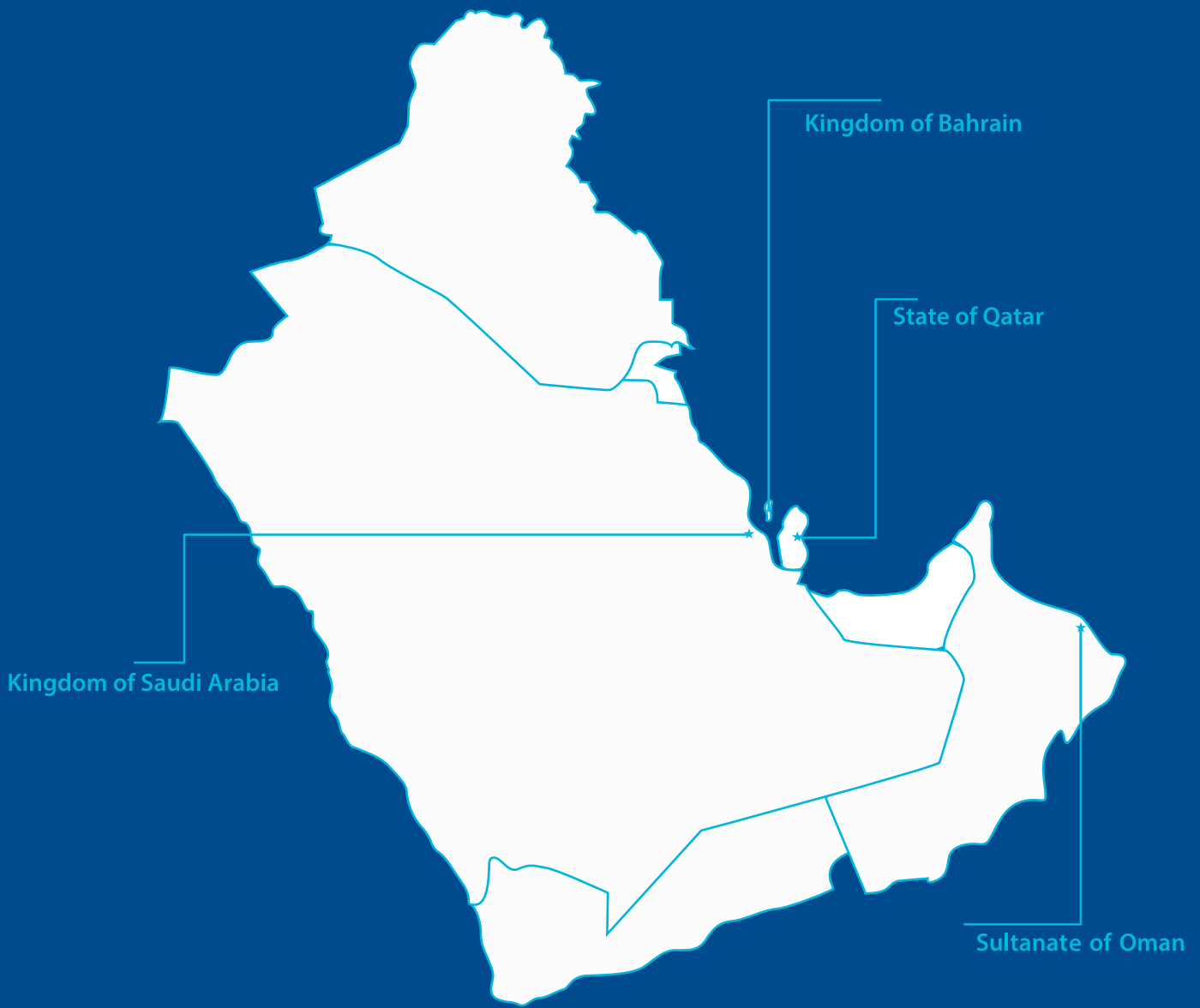
Roster Management:

- Create All Types of Rosters.
- Dashboards for Management & Staff.

Attendance Management:

- Late In Monitoring.
- Early Out Monitoring.
- Break Monitoring (Absence During working hours.
- Absence Monitoring.
- Overtime Monitoring.





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