

# sofia

SOPHISTICATED FINANCIAL APPLICATIONS

- Flexible
- Simple to Use
- Flexible Document Analysis
- Customised Reporting
- Fully Integrated
- Email Enabled
- Flexible Report Analysis
- Secure Role-Based Access Control
- Multi-Company
- Technologically Advanced

## Cycom Sofia Cash Management System





## overview

The Cycom SOFIA Cash Management System is an integrated, powerful and flexible business application. Cycom SOFIA Cash Management System constitutes an additional Module to the Cycom SOFIA Financial Management System which Cycom Business Solutions Ltd, targets its focus group, which is the Small and Medium-sized Enterprises. It is widely accepted that every industry has its unique processes and the Cycom SOFIA aims to cover the particularities of various vertical markets in Cyprus.

The objective of the Cycom SOFIA Platform, is to enable both the management to obtain full control over the company and the personnel to execute their daily workflow in a more efficient and effective manner.

**The new series Cycom SOFIA Cash Management System covers the following features:**

- a) Issue of Receipts.
- b) Issue of Cheques and Cash Payment Vouchers
- c) Issue of Deposit Slips
- d) Automatic Bank Reconciliation.

**\* Cycom Business Solutions Ltd provides powerful software solutions for today's demanding and competitive business environment.**

**They easy-to-use graphical user interface increases user productivity and enables business workgroups to manage financial information more effectively.**

## features



### 3-Tier Architecture

The 3-Tier Architecture is used which consists of the Client PC, the Application Server and the Database Server.



### Document Sending Method

The System provides an updated documents sending method (Receipts, Statements, Invoices, etc).



### New Receipts and Payments Monitor Screen

The system provides the capability to the user to control all entered Receipts and Payments.



### Easy Import of Currency Rates

A simplified process is followed for the import of currency rates into the system.



### Multi-Account Contacts and Addresses

The System facilitates the administration of Multi-Account Contacts and Addresses.



### Easily adjustable screen settings

The screen columns are easily adjustable and personalised, thus changes can be saved per workstation.



### Definition of Corporate Credit Policy

The System provides the capability to define and administer the corporate Credit Policy.



### Electronic Bank Payments

The facility is now provided for execution of Electronic Bank Payments through the System.



### System Menu is user-friendly and allows shortcuts' definition

The General User Interface and Menu are user-friendly, with pleasant appearance. In addition, shortcuts may be defined for the ease of use by the user.



#### Customer Mailing List

The System contains the embedded feature of Customer Mailing List.



#### Interest Calculation Policy

The user can define, administer and monitor the Interest Calculation Policy of the company.



#### Technologically Advanced

The System is developed on Visual Studio 2005, Microsoft Net Framework and makes use of the XML Protocol.



#### New Users Security

The System provides a new advanced method for User Security.



#### Cloud Enabled

The system can be accessed through the internet, provided that the user has authorisation.

## administration features

- **Fully integrated** - Cycom SOFIA Cash Management is fully integrated with Cycom SOFIA Financial Management System and other Applications
- **Multi-company processing** - A three-character code is used to identify each company, allowing you to hold many companies' accounts on the same platform.
- **List of values** - The pop-up list of values allows you to easily find accounts and other codes.
- **Cash Received handling** - Allows the processing of four different types of cash receipts. Cheques, cash, remittance advices, credit cards.
- **Post-dated cheques** - The system allows the management and processing of receivable post-dated cheques with comprehensive reporting facilities on cheque status, cheque chronological analysis, customer ageing analysis and customer statements which include post-dated cheques by users.
- **Receipts printing and automatic allocation** - The system provides for online printing of cash receipt documents and the automatic allocation of cash received against invoices during the cash receipts entry function.
- **Posting of receipts** - Automatic generation of the receipt journal and posting to the accounting system based on either receipt date or cheque's due date.
- **Posting of receipts method** - Posting of receipts may be generated either during the receipts function or during the deposits function. This is to allow for the different treatment of post-dated cheques by users.
- **Posting of deposits** - Automatic preparation of the deposit journals and posting to the accounting system.
- **Deposit slips** - The system prepares the deposit slip for both cash and cheque deposits according to the format types of the various local commercial banks. It will also auto- matically generate the corresponding accounting transactions.
- **Reversal entries** - Automatic preparation of the reverse accounting entries in the case of returned, cancelled and non-deposited cheques.
- **Account reconciliation** - Comprehensive account reconciliation facilities are available using three different methods:
  - Automatic matching of transactions based on bank statement date and statement reference using an electronic statement file provided by the bank.
  - Manual reconciliation using the on-line account reconciliation entry screen.
  - Using a combination of both of the above methods.
- **Electronic Bank statement Import** - Facility to import account transactions electronically for easier and faster reconciliation of accounts.





## standard reports

A rich set of standard reports is available to help you monitor your business operations. These can be previewed on the screen or exported to a variety of popular formats like: Excel, Lotus, Word, Acrobat and others or even to be send via the electronic mail.

### Sofia Cash Management System:

The list of the most important Reports of the SOFIA Cash Management System includes all of the above-mentioned reports. However, it further proceeds to provide among others the following reports:

- **Cheques/Remittances:** The System can automatically generate cheques and remittances for out-standing invoices which have been selected for payment, or for cash expenses.
- **Cash Flow Reports:** Analysis report can be produced in analytical as well as summarised format, also taking into consideration the post-dated cheques for each customer account.
- **Receipt printing.**
- **Receipt print-out report.**
- **Cash/Cheque Deposits Slip.**
- **Bank Reconciliation Report.**

### Receipts Report

A comprehensive report showing cash receipts in an analytical or summarised format. The report output can be restricted according to user selection criteria by defining the range of customers, Receipt types and Receipt statuses.

### Journal Listing Report

A detailed report indicating all posted transactions into the Accounting system is available in both analytical or summarised format.

### Bank Deposit Slips

Various different formats are available by the system to suit the requirements of local Commercial Banks.

### Statements

Statements for customers including post-dated cheques information can be produced for a range of customers and other user specified criteria.

### Reconciliation Report

A bank reconciliation report showing reconciled and unreconciled transactions for a period.

### Ageing Analysis

The customer ageing analysis report can be produced in analytical as well as summarised format, taking also into consideration the post-dated cheques for each customer account.

### Cheques Analysis

A comprehensive report indicating the post-dated cheques in chronological order based on the cheque's due date. A cash flow analysis report based on the post-dated cheques is available by the system.

### Record Lists

The following lists of database records may be produced by the system in an analytical or summarised format:

- **Bank branches**
- **Interface codes**
- **Salespersons**
- **Currencies**



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