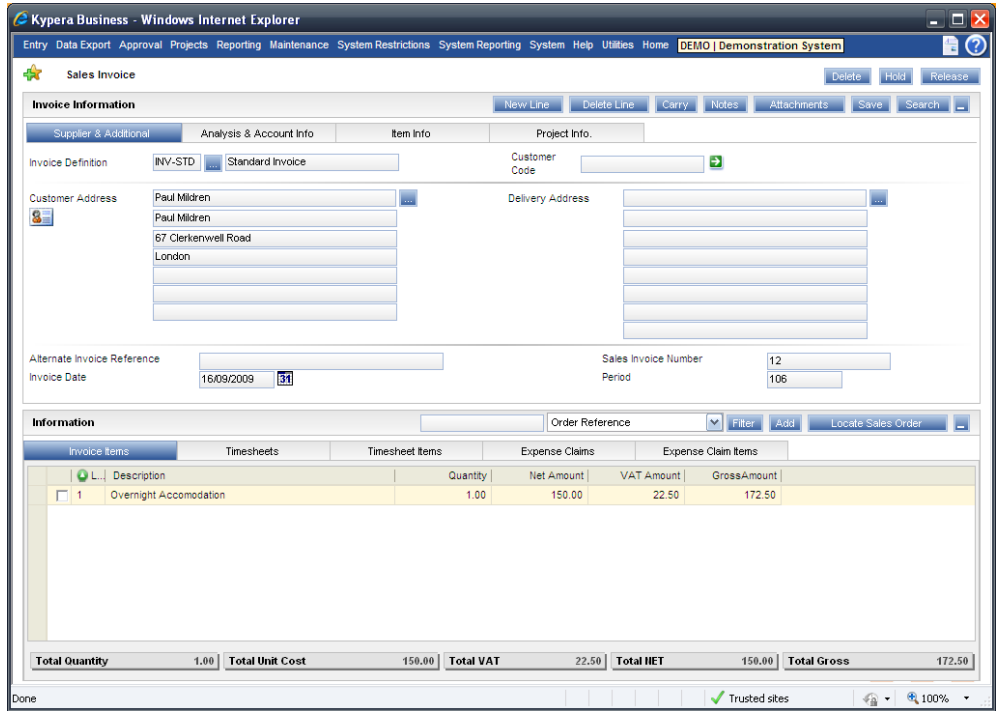




# Kypera Business – Sales Management

With the ever increasing success of Kypera Business, Kypera have recently expanded the boundaries of the system to include full sales order and invoice processing, project costing and time recording modules. Coupled with the existing requisitioning, goods receipting and purchase invoice processing functionality, Kypera Business is truly a market leading business solution.

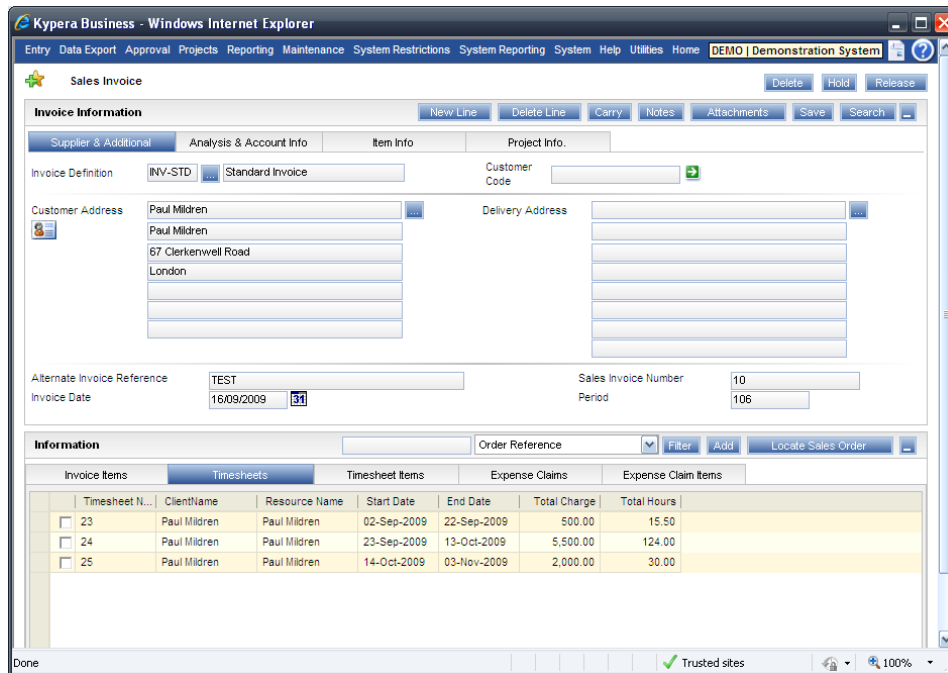


The Kypera Business Sales Module provides an online application to manage the complete sales ordering and invoicing process. Raising sales orders within the system allows users to track incoming orders across the organisation. Whether you wish to use the system to manage sales quotes or to match sales orders to purchase invoices, Kypera Business provides a user friendly system to meet your business requirements.

Orders can be raised in a single entry screen before being released for online approval, speeding up the entry and approval process in addition to the distribution to clients.

The Sales Invoicing Module can be utilised as a standalone module or can be intrinsically linked with the Kypera Business Projects, Timesheets and Expense modules.





Linking with these modules, rechargeable items can be simply added to a sales invoice, removing the need to rekey any information. Providing this ability to 'build' a sales invoice, in addition to creating fixed cost invoices, means the system can be easily adapted to any organisation.

Customisable invoice formats and the ability to review invoices prior to posting into the finance system makes this module an excellent tool to manage the entire sales process.

**Features and Benefits include:**

- Fully integrated to expense claims and time recording features
- Sales Invoice processing and sales order creation
- Electronic invoice generation and emailing
- Recharge of expenses to customers with ease.
- Flexible Online Approval
- Real-time reporting of Sales figures
- Review Invoices prior to release and financial commitment
- Customisable printable invoice formats
- Multicurrency Compliant
- Matching to Time and Expense Claim items