Enterprise Edition – Key functionality summarised

This document highlights the key features available within the Enterprise Edition of the Palladium suite.

- Number of users – up to 500 may be deployed
- Mail or export reports directly in Excel, Word or PDF
- Multiple companies
- Store data for multiple financial years
- Dynamic reconnection to the database
- Transactional database processing
- Post in the previous financial period
- User-defined optional fields
- User-level security by feature and function
- User access rights per report GL warehouse
- Vendor item category
- View the user who created GL journal on processing documents
- User task function with user statistics
- Lock closed financial periods
- Attach files to master files and processing documents
- Archive data
- Tools to aid data conversion from simply accounting (master files)
- Tools to aid data conversion from Pastel Partner
- Business intelligence olap functionality
- Report drill down to source document processing screens
- Customisable field re-naming conventions
- Integrated SMS marketing & collections – additional fees apply
- Batch printing and emailing function

General Ledger

- Segmented General ledger to ten levels
- General ledger financial reporting
- Import bank statements
- Financial reporting history
- Multi-company reporting tool
- Account sets (stock control groups)
- Journal entry
- Sundry receipts and payments journals

- Post/save/recall/amend journal entries
- Bank (cash book) reconciliation
- Budget ledger accounts
- General ledger account user access security
- Enter cash deposit slips
- Third party payroll imports
- Multicurrency (accounts/transactions) excluding POS
- Departmental accounting with budgeting
- Profit centre accounting & budgeting with profit centre template allocations
- Profit centre template allocations

Accounts Payable

- Maintain vendor accounts
- Purchase invoice input
- Purchase orders/requisitions (or quotes)
- Purchase order approval/authorisation
- Payments facility with pre-payments
- Vendor payment pre-approvals
- Invoice inventory items, service items, GL codes
- Multiple delivery locations
- Secure save/recall/amend purchase invoices
- Bookmark documents for recall & copy
- View and copy info from previous purchase docs to current doc
- Inline spell check on documents
- User-defined dynamic document status types
- Vendor terms
- Create purchase order from sales order(s) "copy" and trace through to receiving
- Convert multiple goods received or purchase orders to one vendor invoice
- Additional cost accrual (landed cost)
- Bulk reorder form from reorder quantities
- Print vendor purchase docs using item codes and descriptions

- View supplier purchase history
- Automatic debit note (returns) facility
- Apply discounts automatically
- Bulk replenishment per vendor
- Warehouse integration
- Allocate transactions to centres (job costing)
- Keep track of backorders
- Payables accounts browser & analysis
- Tax authority payment calculation
- Terms system at the document
- Optional document fields at header and line level
- Vendor prices with warranties & estimated landed costing
- Bulk request for quote (RFQ) functionality
- Set allowable price variances (increases) & drill down to previous purchases

Accounts Receivable

- Maintain customer accounts
- Sales invoices & delivery notes
- Document revision tracking
- Courier waybills
- Sales orders & quotes
- Business intelligence sales reporting
- Freehand quotes
- User approvals on freehand quotes
- Create purchase & sales documents
- Multiple shipping/delivery locations
- Create delivery routes & assign deliveries to drivers/vehicles with manifest printing
- Receipts facility with deposits
- Set unlimited upsell items with screen alerts/pops
- Save/amend/recall invoices with audit trail
- View sales & order history from all processing documents & copy required info to the current document
- Bookmark documents for recall or copy
- Print delivery note
- Inline spellcheck on documents
- Record reason codes for cancelled customer orders
- Link customers to pricelists
- Display manufactured components on sales invoices and sales orders
- Change customer pricelists on stock receiving/manufacturing on pre-defined stock/group mark-ups
- Link customers to salespersons
- Customer terms/credit control & adjust as document cover
- Hire purchase (HP) terms with contract creation and printing

- Set backorder rules per customer to allow/warn/block
- Attach due invoices with email statements
- Record sales persons & targets
- Recurring invoices (contract billing)
- Salesperson recording at document header or document line level
- Recall sales invoices in bulk (recurring)
- Automate credit note facility from invoice
- Credit note authorisation and return reasons
- Bookmark documents for recall or copy
- Customer item discounts (discount pricing matrix)
- Apply payment discounts automatically
- Warehouse integration
- Allocate transactions to departments & profit centres
- Allocate invoices, order & quotes to projects
- Report on customer backorders
- User security per customer category
- Cycle billing (subscription / repetitive billing)
- Interest billing (overdue accounts)
- Receivables account browsers with bi & excel integration
- Record terms at document level
- Optional document fields at header and line level
- Sales "in-document" price-override processing
- Authorisation options with override reason codes
- Document validations for blank or duplicate reference fields
- Document validations for blank departments or sales representative fields
- Allow for multiple tender types or payment splits on customer invoicing
- Display unshipped or open quantity field added to sales orders
- Convert multiple sales orders to one invoice
- Create deliveries from sales orders, then convert them to invoices
- Optionally view GPS within the sales documents at the time of processing
- Maintain minimum GPS by item category
- Optionally convert sales orders to sales quotes on overdue or over credit limit customers
- Maintain temporary customer credit limits
- Optional unique sales form layouts per customer
- Customer account groups
- Invoice customers using their codes
- Display item weights on sales documents
- Attach item documents on the fly with emailed account statements
- Open order cancellation management
- Set delivery charges automatically

Inventory & Manufacturing

- Maintain inventory & service items
- Inventory forecasting
- Issue requisitions
- Inventory buyouts
- Inventory categories
- Buy & stock in different units & conversions
- Sell & stock in different units & conversions
- Serial number and lot or batch tracking
- User security per inventory location & inventory category
- Vendor lead times & days on hand for inventory management
- Business intelligence inventory reporting
- Serial number tracking with serial number profiles
- Maintain up-sell items with optimal screen pop notifications
- Optional item segmentation & item create numbering conversions
- Link items to multiple vendors with warranties and vendor item details & descriptions
- Item copy/create function
- Process using two or more item dimensions or factors for box sizes to squared meters
- Extended inventory descriptions
- Insert item images on all purchases & sales processing documents such as sales orders
- Multiple price lists for items
- Set reorder points with inventory forecasting for automatic updating based on sales
- Barcode enabled
- Print stock labels with barcodes
- Inventory adjustments
- Internal requisitions & issues
- Multi-location (warehouse) inventory with stock, transit and repair warehouses with transfers
- Define warehouse processing rules for receiving, sales and/or customer returns
- Define user warehouse access securities
- Bill of materials/auto kitting
- Assembly - assemble multiple finished goods or by-products
- Assembly - create work orders and print master material requirements
- Assembly - view production schedule
- Inventory masterfile optional fields
- Stock count, optionally with pdt scanner
- Set container items to be added per multiple of the primary item
- Manufacture to - and issue from different inventory warehouses
- Bill of materials management with revision management
- Manufacturing - manage work in progress
- Manufacturing - use work centres with inventory, machine, labour & overhead issues

Warehousing and Distribution

- Maintain warehouses with user access security for warehouse types & processing rules
- GRV function to receive stock at the warehouse with label printing
- Print pick tickets in bin/warehouse sequence
- Shipping & manifest functions
- Create delivery routes/vehicles & drivers with delivery planning, consolidations and packing order
- Security to optionally allow over receiving
- Security to optionally allow under deliveries or vendor backorders
- Optionally allow for blind goods receiving, with a default receive quantity as one, or set quantity to default as the open order quantity.

Project Tracking

- Create projects with project budgeting
- Manage payment schedules & project logs
- Assign unlimited project contacts, contact details & designations
- Report on progress and profitability by both costs & quantities
- Attach documents to the project for completeness

Point of Sale

- Manage cashiers, assigning drawers & floats
- Cater for account payments & multiple or split tender types
- Point of sale (pos) system with price & weight-embedded barcoding
- User security & management authorisations with on-screen approvals
- Create unique pole-display messaging for till
- Full document rounding
- Cash security with safe warning drops
- Sales orders & quote processing

Reporting

- Run reports on any day(s) or over any period in history
- Drill down on grids to source document
- Aging in days or calendar periods
- Quick view customer & supplier aging totals with drill down capabilities
- Business intelligence drag & drop enquiries with dynamic Excel integration
- Customised form locations for the document by user
- Customise printer per document type
- Customisable forms
- Multi-company reporting tool

Palladium summary factsheet

- Batch printing/batch emailing
- Add custom reports to Palladium menu system
- Dynamic balance b/f or open item customer statement reporting option
- Email or export all reports directly to MS office
- Trends reports & graphs in modules
- Quick journal entry report on all processing documents to view transaction
- View the user who created the document on all processing documents
- Price & stock check facility
- Graphical business summary (quick report)
- View user system login history & processing statistics
- Palladium alerts compatible

Integration

- Integrated SMS module - additional fees apply
- Import/export to and from Excel
- Integrated business intelligence with the ability to export directly to Excel, word or pdf
- Export all reports to Excel, word or pdf or to email as attachments in one of the formats
- Send email directly from the standard mail server or exchange server
- Import customer, supplier and inventory opening balances from Excel
- MS Outlook integration
- Data import from ACCPAC Simply Accounting

Fixed Assets

- Manage five depreciation methods per asset
- Control and record costs against assets
- Transfer assets across various locations

SMS Messaging

- Integrated SMS marketing & collections. Additional fees apply

Other

- Tools to aid data conversion from Pastel Partner, including master files, opening balances, general ledger transactions, and sales and purchase transactions
- Cloud hosting option available

About Palladium Software

Palladium offers end-to-end business solutions catering for aspects of business from accounting, manufacturing, point-of-sale and distribution. Our software features are also developed on 3 core business success values of increasing turnover, optimising margins and improving operational efficiency.

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