

The Accounting Library

Detailed Needs Definition

Sample Accounts Payable Questions

Modifiable Edition	Enterprise Edition	Standard Edition	Accounts Payable Vendor Master File
X	X	X	Departmental/Divisional Accounts Payable Files
X	X		Roll A/P Processing into Parent Entity
X	X	X	Supports One Time Vendors
X	X	X	Automatically Assigns New Vendor Number
X	X	X	Supports User Defined Numbering Convention
			Change Vendor ID Number:
X	X	X	Change Individual Vendor ID
X	X	X	Mass Change Vendor ID Numbers
X	X	X	Automatically Updates Transaction Files
X	X		Consolidate Vendor Files
X	X	X	Identifies Vendor Type
X	X	X	Supports Foreign Addresses
			Supports Contract Employees:
X	X	X	Process Through Accounts Payable
X	X	X	Process Through Payroll
X	X		Process Federal Withholding in A/P Automatically
X	X		Process State Withholding in A/P Automatically
			Vendor Master File Supports:
X	X	X	Single Order-From Contact
X	X	X	Multiple Order-From Contacts
X	X	X	Single Ship-From Contact
X	X	X	Multiple Ship-From Contacts
X	X	X	Multiple Pay-to Contacts
X	X		Default Freight Carrier
X	X		Default FOB Terms
X	X		Maintain Electronic Copy of Purchase Contracts
			Attach Vendor Contracts to:
X	X		Master Files
X	X		Item Cost Tables
X	X		Supports Vendor Web Access to Master Files
			Vendor Can View:
X	X		Item Sales History
X	X		Production Forecasts
X	X		Open Sales Orders
X	X		Pricing Tables
X	X		Payment History
			Vendor Can Change:
X	X		Basic Contact Information
X	X		Order From
X	X		Remit To
X	X		Payment Terms
X	X		Pricing Tables
X	X		Changes Automatically Routed for Approval
X	X		Changes Marked as Provisional Until Approved
X	X	X	Supports Multiple 1099 Codes per Vendor

Modifiable Edition	Enterprise Edition	Standard Edition	
X	X	X	Non-Print 1099 if Below Minimum Value
X	X		Automatically Prints W-4 Forms for New Vendors:
X	X		Prints W-4 Information Form or Equivalent
X	X		Prints User Defined Cover Letter
X	X		Holds PO/Invoice if W-4 Information Missing
X	X	X	Payment to Third Party
X	X	X	Quick Purchase Review:
X	X	X	Outstanding Balance
X	X	X	Last Check Date
X	X	X	Check Amount
X	X	X	Invoices Paid
X	X	X	Last Purchase Date
X	X	X	Last Purchase Amount
X	X	X	Purchases This Year
X	X	X	Purchases in Previous Years
X	X	X	Single Default Expense Account
X	X	X	Multiple Default Expense Accounts
X	X	X	Default Percentage Distribution
X	X	X	User Defined Blanket Payment Terms:
X	X	X	Due Date
X	X	X	Discount Date
X	X	X	Discount %
X	X		Grace Period for Discounts Taken
X	X	X	Tax Rate
X	X	X	User Defined Individual Payment Terms:
X	X	X	Due Date
X	X	X	Discount Date
X	X	X	Discount %
X	X		Grace Period for Discounts Taken
X	X	X	Tax Rate
X	X		Supports User Defined Discount Calculations
X	X	X	Primary Contact
X	X	X	Comment Field
X	X		Maintain Vendor Special Purchasing Instructions
X	X		Display Instructions Automatically During P.O. Entry
X	X	X	Vendor Performance Ratings System:
X	X	X	Automatically Calculated and Tracked
X	X	X	Manual Assignment of Ratings
X	X		Prints Performance Rating Report
X	X		Warns if Rating Below User Defined Limits
X	X		Compares Vendors Supplying Equivalent Items
X	X		On-Time Delivery
X	X		Price Variation from Standard/Last Cost
X	X		Over/Under Shipments
X	X		Reject Rates
X	X		Billing Errors
X	X		Response Rate to Requests for Quotations
X	X		User Defined Criteria

Modifiable Edition	Enterprise Edition	Standard Edition	
			Vendor Contact Manager:
X	X	X	Unlimited Notes by Date and User
X	X	X	Call Back Scheduling
X	X		Workflow Forwarding with Attached Notes
X	X	X	Stores all Applicable Documents
X	X		Review by User ID
X	X		Review by Item ID
X	X		Review by Purchase Order
X	X		Review by Subject Matter
			Supports Vendor Document Management System:
X	X		Contracts
X	X		General Correspondence
X	X		E-mail Documents
X	X		Documents Linked to Fields and Tables
X	X		Supports e-Signatures on Contracts
X	X	X	User Defined Vendor Master Fields
			Purchasing Controls
X	X	X	Supports Purchase Order Control System
			Supports Web Based eProcurement:
X	X		Vendor Provided
X	X		Third Party Product
X	X		Third Party Product Integrates with A/P
X	X		Supports Trading Exchanges / Marketplaces
			Trading Exchange Integrates with:
X	X		Purchasing System
X	X		Supply Chain Management
X	X		Inventory Management
			Supports Purchasing of:
X	X	X	Direct Materials Only
X	X	X	Indirect Materials
			Indirect Material Purchase Controls:
X	X		Restricts Access to Identified Items
X	X		Restricts Access to Identified Vendors
X	X		User or Workgroup Item Permissions
X	X		Establishes Purchase Order Dollar Limits
X	X		Establishes Annual Purchase Budgets
X	X		Supports Vendor Catalogs
X	X		Supports Management Oversight/Review
			Purchase Order Types Supported:
X	X	X	Planned
X	X	X	Firm Planned
X	X	X	Template
X	X		Printed
X	X	X	Open
X	X	X	Hold
X	X		Received
X	X	X	Closed
X	X	X	Canceled
X	X		Supports CFAR Replenishment Planning

Modifiable Edition	Enterprise Edition	Standard Edition	
X	X		Supports Non-Nettable Locations
			Supports Purchase Budgeting by:
X	X	X	G/L Account
X	X	X	User Defined Responsibility Group
X	X		Buyer
X	X		Item
X	X		Tracks Paid and Committed Expenses
X	X		Supports Budget Exception Reporting
X	X	X	Supports Landed Cost Tracking
X	X		Special PO Placement Functions for Imports
X	X		Special PO Tracking Functions for Imports
X	X		Prints Applicable Import Documentation
			Landed Cost Tracking Functions:
X	X		Display Purchase History for Each Item
X	X		Display Most Recent Orders from Each Vendor
X	X		Provides Additional Fields in PO Screens
X	X		Display Brokers and Contacts
X	X		Brokerage Fees
X	X		Tariffs and Exchange Rates
X	X		Ocean/Air Freight
X	X		Inland Freight
X	X		Handling Fees
X	X		Other User Defined Costs
			Automatically Prorate Landed Costs to:
X	X		Inventory Items (Stock Available for Resale)
X	X		Customer Drop Ship Orders
X	X		Jobs/Projects
			Adjust Landed Costs After-the-Fact
X	X	X	Supports External Requisition System
X	X	X	Supports Internal Requisition System
X	X	X	Order Supplies from Vendor Catalogue
X	X	X	Service Contract Orders
X	X	X	Outsourced Manufacturing Orders
X	X	X	Blanket Orders
X	X	X	Recurring Orders
X	X	X	Define Cycle Dates for Recurring Orders
X	X	X	Copy Existing/Past Purchase Orders
			Search Web for New Vendor/Items:
X	X		Supports D&B DUNS Numbers
X	X		Supports SPSC Item Code Searches
X	X	X	Supports Proforma/RFQ Orders
			Supports RFQ Management System:
X	X		Separate RFQ Management Function
X	X		Tracks Effective Dates for Pricing
X	X		Records Vendors Participating in RFQ
X	X		Print RFQ for Multiple Vendors Automatically
X	X		Post RFQ on Web Site
X	X		Tracks RFQ Responses from Web Site

Modifiable Edition	Enterprise Edition	Standard Edition	
			Supports RFQ Management System (Con't):
X	X		Print Cover Letter Automatically
X	X		Tracks Status of Open RFQs
X	X		Records Vendor Quotes in Special Table
X	X		Records Special Notes From Vendors
X	X		Records User Notes Per Item Per Vendor
X	X		Displays Prices Quoted in Summary Table
X	X		Transfers Pricing to Item File Automatically
X	X		Establish Effective Date for New Pricing
X	X		Transfers Vendor Notes to Item File Automatically
X	X		Define Cycle Time for Next RFQ
X	X	X	Maintains Listing of Qualified Vendors
X	X	X	Conversion of Proforma/RFQ Order
			Sends Tax Exempt Forms Automatically to:
X	X	X	New Vendors
X	X	X	Existing Vendors as Requested
X	X	X	Route System Generated POs to Buyers for Action
			Automatic Purchase Orders:
X	X	X	User Defines Order Price Ceiling
X	X	X	User Defines Items Not Requiring Approval
X	X		User Defines Vendors Not Requiring Approval
X	X	X	Defaults to Best Quantity Price Break Point
			Auto P.O. Based on MRP Planned Orders:
X	X		Auto P.O. with Manual Confirmation
X	X		Auto P.O. without Manual Confirmation
			Supports Purchase Order Approval System:
X	X		Maintains Table of Approval Levels
X	X		Sets Trigger Limits for Approval
X	X		Updates Table as Approvals Given
X	X		Supports Workflow-Based Approval Process
X	X		Displays Orders Awaiting Approval
X	X		Supports User Defined Notes/Questions
			Displays Purchase Order Status for:
X	X	X	System Generated Orders Awaiting Action
X	X	X	Manual Requisitions Awaiting Action
X	X	X	RFQs Awaiting Vendor Responses
			Orders Awaiting Approval by Approval Level
X	X	X	Orders Approved
X	X	X	Orders Rejected
X	X	X	Maintains Rejection Codes or Reason Fields
X	X	X	Lists Suggested Orders Sorted by Vendor
			Automatically Displays Item Status Information:
X	X	X	On Hand by Location
X	X	X	Open Sales Orders by Location
X	X	X	Open Purchase Orders by Location
X	X		Expected Arrival Dates by Location
X	X		Forecasted Requirements
X	X	X	Last Price by Location

Modifiable Edition	Enterprise Edition	Standard Edition	
			Auto Displays Item Status Information (Con't):
X	X	X	Minimum Safety Stock
X	X	X	Maximum Stock Limit Quantity
X	X	X	Economic Order Quantity by Location
X	X	X	Systems Calculates Suggested Order by Location
X	X	X	System Calculates Order By Date
			Order By Date Based Upon:
X	X		Requested Customer Ship Date
X	X		Internal Administrative Lead Time
X	X		Internal Production Lead Time
X	X		Vendor Production Lead Time
X	X		Transportation Time
X	X	X	Sorts Suggested Orders by Priority
X	X	X	Highlights Stock-Out Items
			Forecasted Requirements Based Upon:
X	X		MRP Computer Planned Orders
X	X		Time-Phased Demand Formula
X	X		Past Periods Average Usage
X	X		Forecasted Demand Based on Formulas
X	X		Adjusts Forecast for Seasonal Variations
X	X		Ignores Exceptional Sales
X	X		Budgeted Demand Forecasting
X	X	X	Displays/Compares Usage Information Graphically
			Automatically Displays Vendor/Item Information:
X	X	X	Primary Vendor
X	X	X	Vendor Part Number
X	X	X	Item Pricing at Quantity Required/Suggested
X	X	X	Requested or Normal Reorder Quantity
X	X	X	Minimum Order Quantity
X	X	X	Price Break Quantities
X	X		Delivery Time
X	X		Other Discount/Contract Information
X	X	X	Automatically Toggle to Alternate Vendor(s)
X	X		Split Screen View of Primary and Secondary Vendor
X	X		System Tracks/Displays Best Vendor Match
X	X	X	Automatic Numbering
X	X	X	Multiple Ship to Addresses
X	X	X	Multiple Ship to on Same Order
X	X	X	Multiple Ship to for Same Item
X	X	X	Multiple Delivery Dates on Same Order
X	X	X	Multiple Delivery Dates for Same Item
X	X	X	Multiple Purchase Addresses
X	X	X	Indicate Preferred Manufacturer
X	X	X	Order Contact Person
X	X	X	Free Form Special Instruction Fields
X	X	X	User Defined Special Instructions File
X	X		Displays Additional Cost Items Automatically

Modifiable Edition	Enterprise Edition	Standard Edition	
			Purchase Discounts Supported:
X	X	X	Item Order Quantity Discount
X	X	X	Item Order Dollar Discount
X	X	X	Total Order Dollar Discount
X	X	X	Annual Item Volume Contract
X	X	X	Annual Dollar Volume Discount
X	X		Tracks Actual vs. Contract Status
X	X		Projects Totals and Compares Against Contract
X	X	X	Group Similar Items into Single Discount Category
X	X	X	Unit of Measure Conversion
X	X		Tracks Tax Status by Line Item
X	X	X	Listing of Alternate Items/Vendors
X	X	X	Restrict Orders Above a Specified Price Range
X	X	X	Prevents Alteration of Unit Cost
X	X		Set Not-to-Exceed Price Limits
X	X		Set Estimated Pricing with Tolerances
X	X	X	Restricts Orders From Specified Vendors
X	X	X	Automatic Creation of New Inventory Items
X	X	X	Prints Vendor Part Number on Purchase Order
X	X	X	Print Required By Date Per Line Item
X	X	X	Assign Cancel By Date per Line Item
X	X		Note Special Internal Receiving Instructions
X	X	X	Assign Job Number for Entire Purchase Order
X	X	X	Supports Dropped Ship Purchases
			Drop Shipments Integrate with:
X	X		Order Entry
X	X		Job/Project Costing
X	X		Work Order Processing
			Drop Shipment Notification Trigger Based on:
X	X		Requested Delivery Date
X	X		Vendor Delivery Notification
X	X		Vendor Invoice
X	X		Maintains P.O. Delivery Options for Each Vendor
X	X		Automatically Sends P.O. Using Specified Routing
X	X	X	Alter Outstanding Purchase Order
X	X		Automatic Item Increase to Meet New Sales Orders
			Purchase Order Change Mechanism:
X	X	X	Input Changes in Special Screen
X	X	X	Issue Modified Original Purchase Order
X	X	X	Issue New Order Listing Changes
X	X	X	Tracks Original PO and all Changes
X	X	X	Tracks Status of Open Purchase Orders
			Segregate Open PO Items by Status Code:
X	X	X	Expected Arrival Date Exceeded
X	X	X	O/S/D Status
X	X	X	Expedite Status
X	X	X	Exceptional Value

Modifiable Edition	Enterprise Edition	Standard Edition	
			Tracking System Functions Supported:
X	X	X	Provides Contact Manager Type Functionality
X	X	X	Supports Unlimited Notes Field
X	X		Assign Expedite Status to Line Item
X	X		Assign Promised by Date per Line Item
X	X		Notify Buyer of Adjusted Arrival Dates
X	X		System Reflects Adjusted Arrival Dates
X	X	X	Assign Next Review Date
			Transfer Tracking From Buyer to Expediter
			Place Hold on Open PO Automatically if:
X	X	X	Expected Arrival Date Exceeded
X	X	X	Cancel Date Exceeded
X	X	X	Hold Placed on Vendor
X	X		User Defined Conditions
X	X	X	Set Tolerance for Quantity Ordered/Received
X	X	X	Close Purchase Order Short
X	X		Material Receipt Triggers Automatic Voucher
X	X	X	Match Purchase Order to Invoice
X	X	X	Verification of Material Receipt on Purchase Order
X	X	X	Automatically Reports Discrepancies
X	X	X	Hold Invoice Pending Approval
X	X		Hold Invoice if Purchase Order Modified
X	X	X	Verification of Quoted Cost to Actual Cost
X	X	X	Verification Against Duplicate Invoice
X	X		G/L Distribution Based on Purchase Order
X	X	X	User Defined Vendor Performance Criteria
X	X	X	Automatic Tracking of Vendor Performance
X	X	X	Display Vendor Catalogues
X	X	X	Automatic Order Placement from Vendor Catalogues
X	X	X	Create Material Requisitions for Internal Transfer
X	X	X	Maintains Full Purchase Order Audit Trail
			Purchase Order Forms Supported:
X	X	X	Purchase Order
X	X	X	Request for Quotation (RFQ)
X	X	X	Purchase Change Order
X	X	X	Internal Material Requisition
X	X		Receipt Traveler
X	X		RMA Debit Memo
X	X		Shipper
			Data Input
X	X	X	Forces Balanced Transactions
X	X	X	Automatic Processing of Prepaid Expenses
X	X	X	Define Start/End Dates for Expensing Prepays
X	X	X	Post to G/L Prepaid Account Only When Paid
X	X	X	Automatic Processing of Accrued Expenses
X	X	X	Automatic Amortization Scheduling

Modifiable Edition	Enterprise Edition	Standard Edition	
			Automatic Inter-Company Processing:
X	X		Creates Receivables Transaction Automatically
X	X		Posts Expense in Related Entity Automatically
X	X	X	Carries Prepaid, etc. into New Year
			Supports Procurement Card Processing:
X	X		Import Transactions from Credit Card Company
X	X		G/L Account Assigned by Credit Card Company
X	X		G/L Account Assigned Manually
X	X		Route to Card Holder for Approval
X	X		Route to Others for Approval
X	X		Disallowed Charges Deducted From P/R
			Supports Travel & Entertainment Reporting:
X	X	X	Supports T&E Reporting Screens
X	X	X	Supports Web Based T&E Reporting
X	X	X	Supports Wireless T&E Reporting
X	X		Routes T&E Expense Forms for Approval
X	X		Posts Reimbursement as A/P Voucher
X	X		Posts Reimbursement to P/R
X	X		Tracks and Deducts Advance Payments
			Automatic Posting to Jobs/Projects for:
X	X		Procurement Card Transactions
X	X		T&E Expenses
X	X	X	Assigns Voucher Numbers Automatically
X	X	X	Override Invoice Date as Posting Date
X	X	X	Restricts Discounts by Line Item
			Post Discounts Earned to:
X	X	X	General Ledger Discount Account
X	X	X	Line Item Cost
X	X	X	Multiple Distribution of Expenses
			Input Job/Project Costing Details:
X	X	X	Job/Project Number
X	X	X	Phase Number
X	X	X	Cost Category
X	X	X	Input Descriptions for Job/Project Costs
			Input Inventory Details:
X	X	X	Item Number
X	X	X	Quantity Ordered
X	X	X	Quantity Received
X	X	X	Input Products and Services in Same Routine
X	X		Flags Line Items Not Listed on Purchase Order
X	X		Requires Special Approval for Flagged Items
X	X	X	Automatic Segregation of Freight Charges
			Prorate Freight Charges:
X	X	X	To Expense Account
X	X	X	Prorate to Each Item

Modifiable Edition	Enterprise Edition	Standard Edition	
			Distributes Freight to Line Item Based on:
X	X		Manual Distribution
X	X		Dollar Value
X	X		Weight
X	X		Cubic Measurement
X	X		User Selects Distribution Method
X	X		User Override
X	X		Prorate Freight After Item Invoice Received
X	X	X	Automatic Segregation of Sales Taxes
			Prorate Sales Tax:
X	X	X	To Expense Account
X	X	X	Prorate to Each Item
X	X	X	Schedule Invoice Payment Over Time
X	X	X	Restricts Invoice Amount
X	X	X	Prevents Alteration of Unit Cost
X	X		Override Default G/L Distribution in Purchase Order
X	X		Modify G/L Distribution for Posted Invoice
X	X	X	Automatic Payment of Recurring Invoices
X	X	X	Automatic Posting of Loan Principle and Interest
X	X		Maintains Separate Files for Each Loan
X	X	X	1099 Backup Withholding
X	X	X	Hand Written Check Posting
X	X	X	Free Form Field to Describe Invoice
X	X	X	Automatic Deletion of Invoice and Expense Account
			Payables Analysis
			Automatic Invoice Approval if:
X	X		Invoice Below Threshold Amount
X	X		Vendor Pre-Approved
X	X		Invoice and PO Subtotals Agree
X	X		PO Closed and Unit Prices Agree
X	X	X	Supports 3-Way Invoice Approval
			Invoice Approval Workflow System:
X	X		User Defined Workflow Criteria
X	X		Route to Individual by Dollar Value
X	X		Display Discrepancies Only
X	X		AutoDial Vendor
X	X		Contact Manager Tracking
X	X		Create to-do Lists
X	X		Route Up/Down Approval Chain
X	X		Supports Approval Audit Reviews
X	X	X	Supports Offsetting Entries Between A/P and A/R
X	X	X	Automatic Account Aging
X	X	X	Aging Based Upon Discount Date
X	X	X	Aging Based Upon Period End Date
X	X	X	User Defined Aging Criteria
X	X	X	Payment Scheduling by Discount Date
X	X	X	Payment Date Based on User Defined Payment Cycle
X	X	X	Prompts for Excessive Payment Delay

Modifiable Edition	Enterprise Edition	Standard Edition	
X	X	X	Automatic Calculation of Discount
X	X	X	Review and Modify Calculated Discounts
X	X	X	Reinstate Discount After Expiration Date
X	X	X	Part Pay Invoice for Partial Receipt
			Screen Review of Invoices Which Are Due:
X	X	X	By Vendor
X	X		By Range of Vendors
X	X		By Vendor Type
X	X	X	By Invoice
X	X	X	By Voucher
X	X	X	By Due Date
X	X		By Bank Account
X	X	X	Display of Cash Available
X	X		Cash Available Includes Projected Revenues
			Analyze all Obligations in Single Screen:
X	X		Sorted by User Defined Periods
X	X		Invoices Received
X	X		Outstanding Purchase Orders
X	X		Unvouchered Receipts
X	X		Recurring Charges
X	X		Loans Payable
X	X		Estimated Payroll Expenses
X	X		Other Fixed Obligations
X	X		Estimated Operating Expenses
X	X	X	Past Due Payables Report
X	X	X	Suspend Recurring Payments
X	X	X	Clear Payment Schedule
			Automatic Recalculation of Payment Schedule:
X	X	X	Users Specified Total Payment
X	X	X	User Specified Percentage Reduction
X	X	X	Alter Due Dates
X	X	X	Exclusion of Specified Invoices
X	X	X	Partial Payment of Specified Invoices
X	X	X	Select Specific Invoices
X	X	X	Select Specific Vendors
			Globally Modify Invoice Selection Parameters:
X	X		Increase Payment Due Date
X	X		Exempt Specified Vendor Types/Classes
X	X		Exempt Specific Vendors
X	X		Exempt Specific Invoice Types
X	X		Parameters Modified Until Changed
			Manual Selection of Payments:
X	X	X	Specific Invoices
X	X	X	Specific Vendors
X	X		Adjust Invoice Amount During Payment Processing
X	X	X	Assign Payment Priority by Vendor
X	X	X	Put Vendor on Hold
X	X	X	Pay Invoices Which Are Not on File

Modifiable Edition	Enterprise Edition	Standard Edition	
X	X	X	Supports Approval Prior to Check Printing
X	X	X	Supports Invoice Adjustments After Check Printing
X	X	X	Automatically Deducts Adjustment in Next Check
			Check Writing
X	X	X	Supports Multiple Checking Accounts
			Assign Bank Account Based on:
X	X		Vendor
X	X		Entity/Location
X	X		Float Maximization
X	X	X	System Printed Checks
X	X	X	Prints Manual Checks
			Check Formats Supported:
X	X	X	Laser Checks
X	X	X	MICR
X	X	X	EDI
X	X	X	EFT (Electronic Funds Transfer)
X	X	X	Automatic Assignment of Check Number
X	X	X	Manual Assignment of Check Number
X	X	X	Check for Duplicate Check Number
X	X	X	Manual Check Cost Distribution
X	X	X	Pay Multiple Invoices With One Check
X	X	X	Print Check Details on More Than One Check Stub
X	X	X	Print Separate Check Remittance Advice
X	X	X	Sales Tax Payment
X	X	X	Voided Checks
X	X	X	Void Check Automatically Reinstates Transactions
X	X	X	Prints Discounts Taken
X	X	X	Prints Facsimile Checks
X	X	X	Prints Message on Check Stub
X	X	X	Check Register Before Printing
X	X	X	Full Bank Statement Reconciliation
			Control Reports
X	X	X	Invoice Summary
X	X	X	Transaction Register
X	X	X	Sort Transaction Register by GL Account
X	X	X	Sort Transaction Register by Transaction Type
X	X	X	Sort Transaction Register by Vendor
X	X	X	Vendor Master Changes
X	X	X	Credit, Debit, and Cancellation Report
			Financial Reports
X	X	X	Vendor List
			Receiving Report:
X	X	X	Actual Receipts
X	X	X	Actual Receipts Sorted by Date (History)
X	X	X	Actual Receipts Sorted by Receipt Type
X	X		Anticipated Receipts

Modifiable Edition	Enterprise Edition	Standard Edition	
			Open Purchase Orders Sorted by:
X	X	X	Buyer
X	X		Requested Delivery Date
X	X		Expedite Status
X	X	X	Inventory Item
X	X	X	Job/Project
X	X	X	Backordered Sales Orders
X	X	X	Production Work Order
			Unvouchered Receipts Sorted by:
X	X	X	Vendor
X	X	X	Inventory Item
X	X		General Ledger Account
			Cash Requirements Report:
X	X	X	Sort by Due Date
X	X	X	Sort by Discount Date
X	X	X	Print Total Discounts Available
X	X	X	Include All Obligations
X	X	X	Summarize by Obligation Type
X	X	X	Aged Accounts Payable Report
X	X	X	Period End Check Register
			Purchase Journal Sorting:
X	X	X	Vendor
			Vendor Category
X	X	X	General Ledger Code
X	X	X	Inventory Item Number
X	X	X	Job Number
X	X		Department
X	X	X	Buyer
			Purchase Comparisons:
X	X	X	Previous Period Versus Last Year
X	X	X	Year to Date Versus Last Year
X	X	X	Previous Period Versus Budget
X	X	X	Year to Date Versus Budget
X	X	X	Discounts Lost
X	X	X	Discounts Earned
			Discounts as % of Total Payments for:
X	X		Discounts Earned
X	X		Discounts Lost
X	X	X	1099 Reports
			Vendor Analysis Report:
X	X	X	All Transactions
X	X		Discounts Taken YTD
X	X		Discounts Lost YTD
X	X		Discounts Taken Previous Years
X	X		Discounts Lost Previous Years
X	X	X	Purchase History This Year
X	X	X	Purchase History Previous Years

Modifiable Edition	Enterprise Edition	Standard Edition	
X	X		Buyer Performance Analysis Sorted by:
X	X		Exception Code
X	X		Price Variances
X	X		Delivery Times
			O/S/D Exception Reporting Sorted by:
X	X	X	Financial Period
X	X	X	Item
X	X	X	Vendor
X	X		Buyer
X	X		Reject Code
X	X		Delivery Times
X	X		Display Trend Line Graphically
			Purchase Price Variance Analysis by:
X	X	X	Vendor
X	X	X	Inventory Item
X	X		Buyer
X	X		Standard Cost vs Actual Cost
X	X		Average Cost vs Actual Cost
X	X		Preferred Vendor vs Other Vendors
			Statistical History Reports:
X	X	X	Summary for Multiple Time Periods
X	X	X	Summaries Cut Across Multiple Years
X	X	X	Purchase Orders Written
X	X		Internal Requisitions
X	X	X	Normal Restock Purchase Orders
X	X	X	Stock Out Purchase Orders
X	X	X	Production Work Order Purchase Orders
X	X		Expedited Purchase Orders (All Types)
X	X	X	Invoices Processed
X	X	X	Average Invoice Value
X	X	X	Invoices Paid on Time
X	X	X	Invoices Paid Late
X	X	X	Invoices Paid on Time as % of Total Invoices