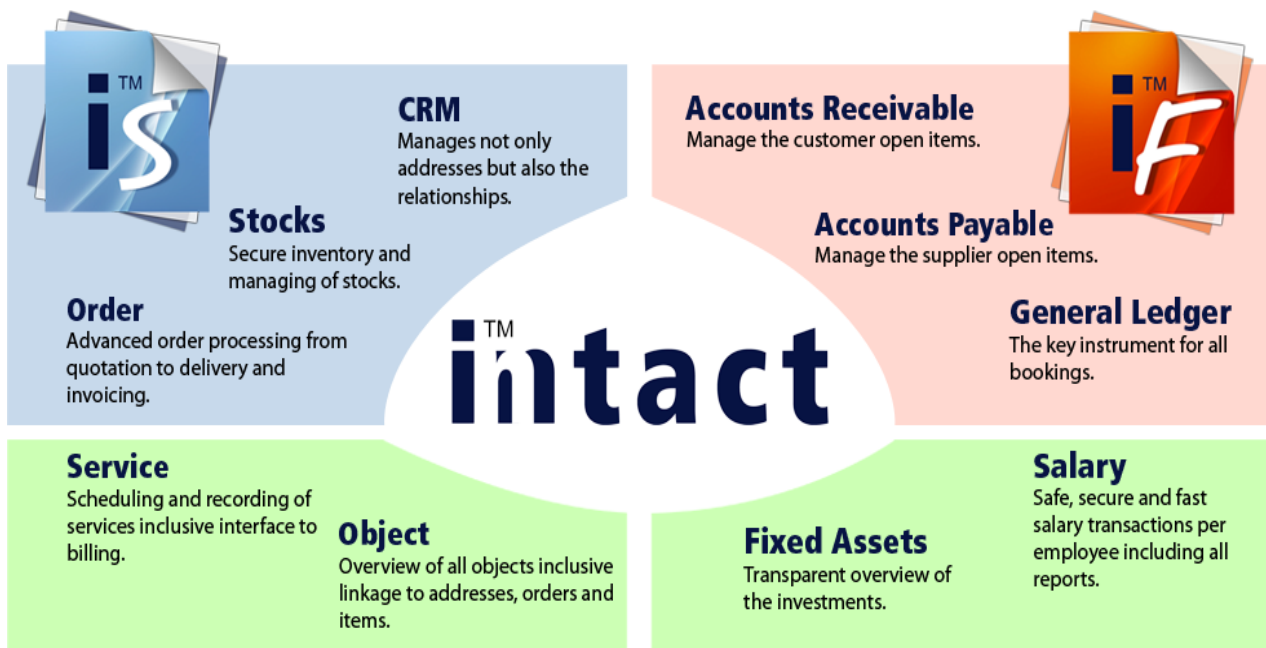




intactTM



Advantages at a glance

Always on the cutting edge of technology. intact7 is a complete redesign of proven software programmed in Microsoft Visual Basic .NET for the past 20 years.

All the best elements are still available, a large number of new features which simplify the work has been newly added. Thus screen representations can be adapted by every user.

Thanks to the specialists in the field of network technology, the possibility is given to use intact in the cloud. The advantages are obvious: daily data backup, access from any computer, no investment and no variable costs. More information on <http://www.mre.ch>

Version intact7 consists of only two programs, intact Financial and intact Sales. Thus the loading of all other modules one by one is unnecessary.

TM**intact** CRM



Manage your Addresses

All addresses of customers, prospective customers and suppliers can be managed here. Capture, search, sort, filter, and change addresses. The CRM module offers many opportunities for flexible management and processing of address data.

Document Management

Easy document management as well as many additional entries and can also capture graphics and keep journals. With the intact-Outlook interface, it can be used to all addresses exported and imported journal entries. Emails can be sent directly out of intact CRM.

Manage your Customer relationships

Define further information such as addresses and contact persons. Also all requests or orders of the customers are displayed so that you can view them directly.

Execute Campaigns

With intact CRM, you can easily send newsletters or mailings. Create a new campaign and add the affected customers. To keep track of which customers in which campaigns involved.

Schedule and Open Items

intact can link Schedules and Open Items with corresponding addresses.

intact CRM

Function Overview

Addresses with 30 additional fields (Text), 15 checkboxes, 30 date fields and 15 numeric fields

Contacts with 10 additional fields for text, checkbox, date and numeric fields

Unlimited number of contacts and group membership per address

Language code for trilingual correspondence

Addresses can be copied to the Clipboard

Define and save your own sorting and filtering criteria

Calls can be made from the address module (TAPI interface)

Additional fields can be linked into the address details with additional tables (after the values could be selected)

It is possible to create an address structure with parent and child addresses

Set schedules and Open Items per address

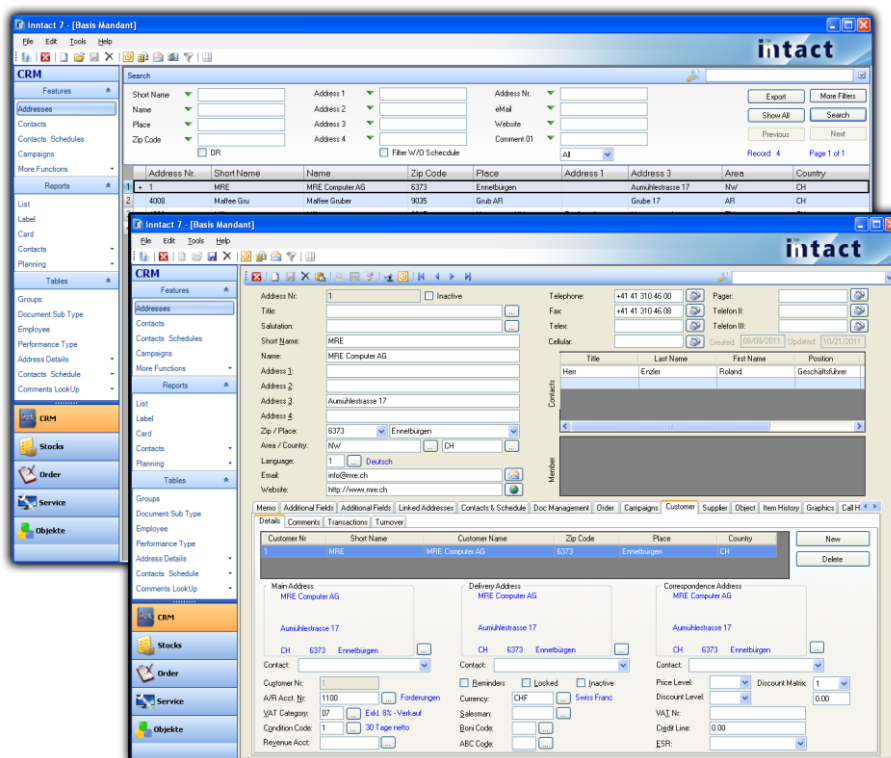
Email can be sent either via SMTP or Outlook

Interface to TWIXTEL

Suitable for mail merge

A wide range of data import and export functions

Sending campaigns/ newsletter with HTML Editor and link unlimited addresses



TM **intact** Stocks



Item Management

The intact inventory management has a firm grip on all items and monitors the inventory. Stock and inventory management includes all information relating to the inventory and services.

Networked

This information is also available on the order processing. In addition, this modern warehouse management is also characterized by many reports and statistics. Also the entire buying and selling is regulated in this module.

Webshop

Through an interface in the inventory management, it is possible to synchronize items with a webshop. The fields can be freely defined, images are synchronized. Orders can be retrieved in the order processing.

Transaction Overview

Search an item and see all transactions at a glance.

Inventory

The inventory can be performed with two different variations:

Variation A: Freeze quantity (create a counting list) -> perform counting
-> register count -> transactions.

Variation B: Direct inventory -> count directly (item + quantity)
-> transactions.

intactTM Stocks

Function Overview

Trilingual item description with alphanumeric Item number

VAT rate and revenue account per item

Items can be copied

Up to four sales prices per item with its own VAT rate

Supplier allocation with reference number of the supplier

Alternate location

20 additional editable fields and integrated document management

Products can be combined into sets

Discount groups for collecting rebates

Purchase Order which include Order suggestion

Production Orders

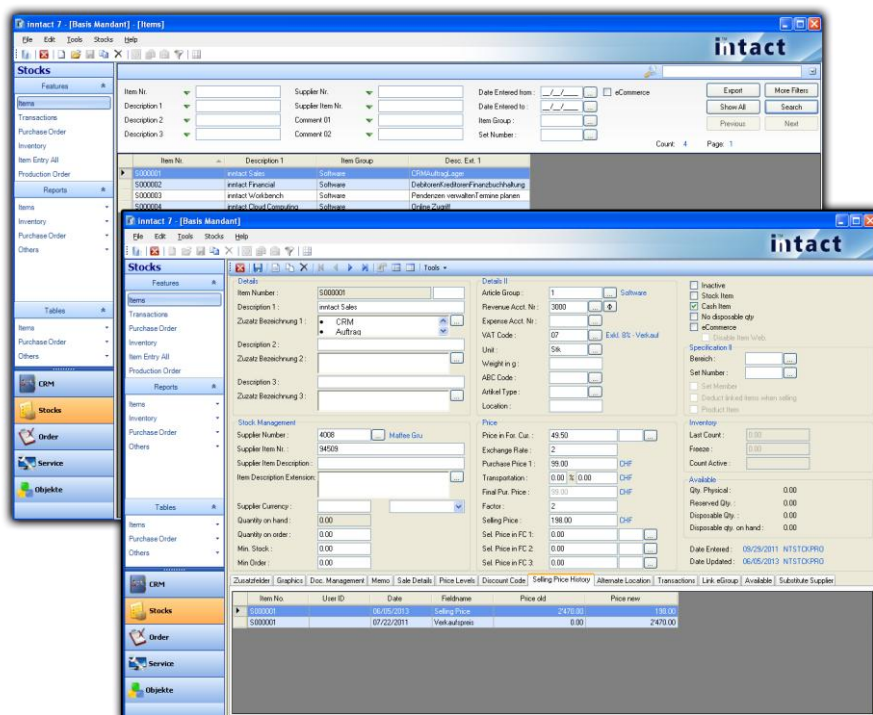
Journal price adjustments with effective dates

Price List, Product List, sales and item card

A wide range of data import and export functions that includes XML file

Interface to webshop

Automatic item entry with one click



TM **intact** Order



Modern Medium

The intact order processing has advanced resources to efficiently implement an advanced order processing from the quotation creation to delivery and invoicing.

Documents

In order processing quotations, delivery notes, invoices, payment by cash receipts, credit notes, etc. are printed and managed.

One record for everything

Every order will be presented as one record, from the offer until the invoice. Filter the overview or open the details to view all recent documents.

Export Functions

Export your orders to Excel or save a PDF document to send, for example, an invoice via email.

Reports

Let intact create various useful lists and evaluations, which can be saved in the most popular file formats.

Easy Invoicing

Additional tools that allow to create invoices based on deliveries, templates or contracts automatically.

intact™ Order

Function Overview

Document output with one click (quotation, order confirmation, delivery note, invoice, credit note)

Separate shipping and billing address

It is possible to create partial invoices and partial delivery notes per order

Can change order item position

Create item and/or set within the order, create calling Order

Multiple deliveries, Backlog maintenance

Import Word and Excel

40 additional editable fields, link table order comments

Document Management, Open Items and Planning (contacts and schedules)

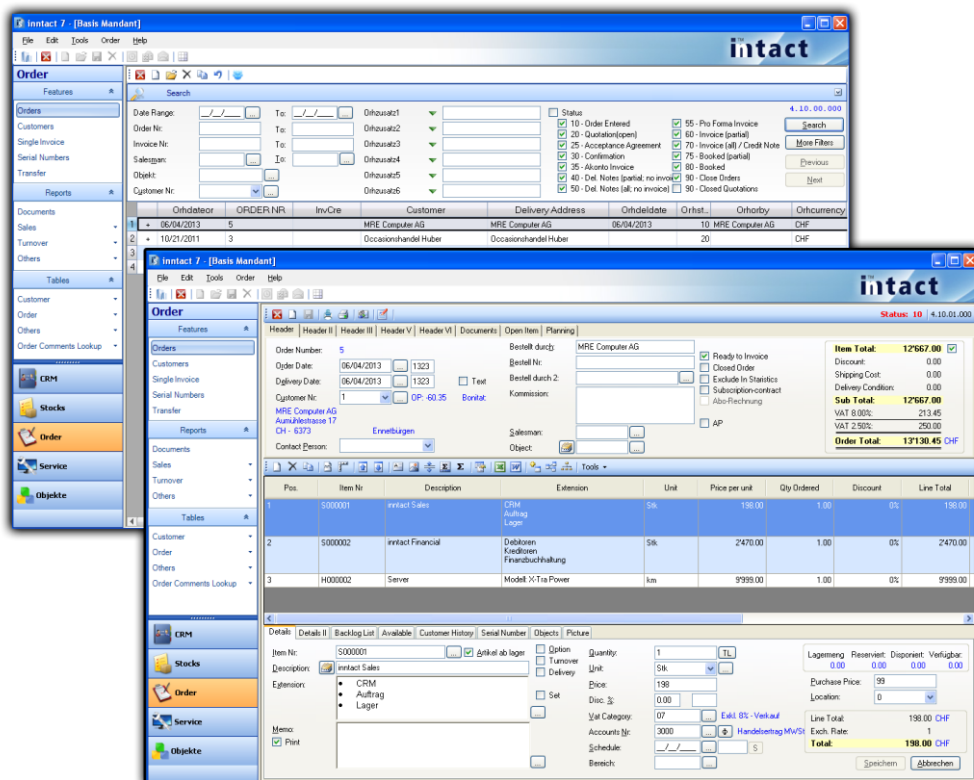
Delivery notes from several orders can be combined into one single invoice

Serial Number

Invoice journal, sales statistics and backlog list, Order in hand

Web Sync (webshop and address linking, webshop and order linking), import webshop

Make purchase copy within the order



TM **intact** Service



Planning

Each event can be recorded in detail, thus enabling customers to manage contacts optimally. Various reports provide for the necessary overview. The Outlook interface enables the exchange of calendar data for each employee. Also intact allows a variety of different views in order to ensure a clear work.

Time Recording

All activities are centralized. Either on the basis of appointments or services covered. Various statistics provide information on benefits per employee, activity type, order, object, etc.

Invitation/ Meeting

Manage meetings which include invitation, agenda, participants and protocol.

Transfer to Order Processing

Billable services can be transferred to the order processing to create the corresponding invoices.

Pending Tasks

Manage and keep track of your pending tasks. You can link this with various information, images and other files.

intactTM Service

Function Overview

Planning output with user definable fields

Create appointments on series of day

Create recurring appointments

User-definable filter

Planning overview per day, ½ day, week, month, year and unit

Synchronization between intact Calendar and Outlook Calendar

Reports for planning overview, planning details and chart view

Complete Open Item management information such as customer, responsible, status, priority, etc.

Time recording per employee with fields such as activity type, job, etc.

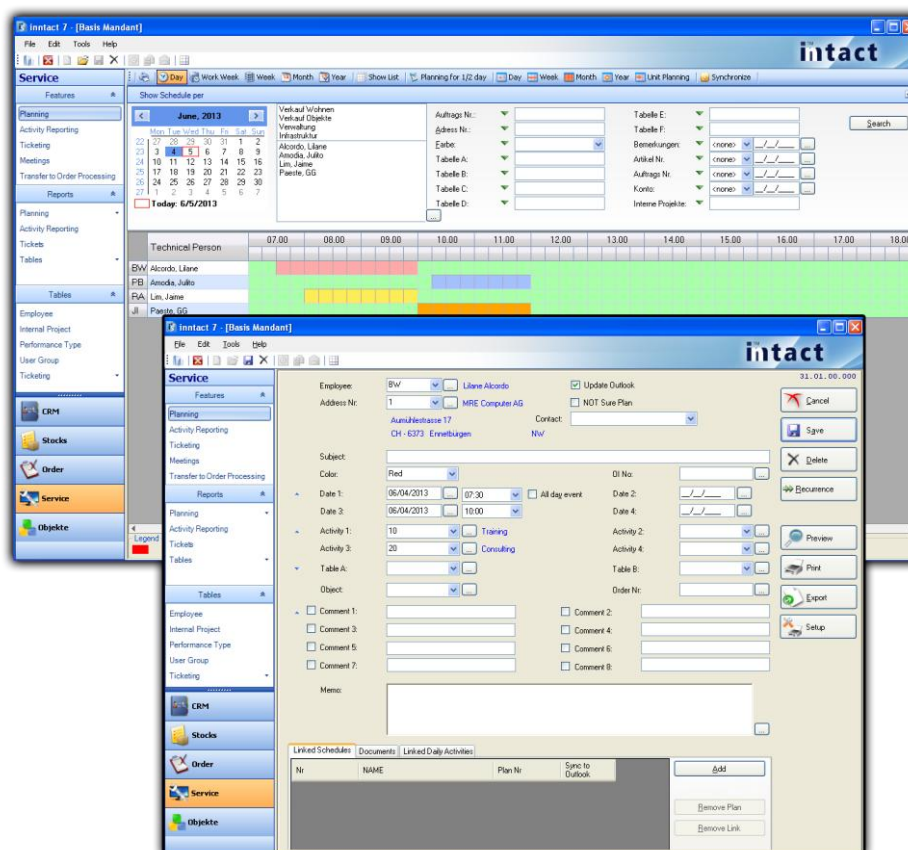
Create meetings with steps such as invitation -> Protocol -> Create Open Item

Interface for order processing for invoicing of service entry

Various statistics for the service entry

Open Items can be copy or link to documents

Manage employees' vacation and view vacation from salary module



TM **intact** Object



Object Overview

Select and save filters, can export object and freely define columns and filters.

Object Details

Each object can be recorded with numerous details including history, comments section and associated addresses. Objects can be created automatically via order processing. Schedules and Daily Activities linked from Service can be shown in Object details.

Document Management

Many documents can be linked to different formats with an object.

Scan

A built-in scan function allows the scanning of documents which are then saved as a PDF.

Order Overview

Any order which has been linked with an object number is then shown in the order overview with all positions.

Reports

Object lists or object details can be designed freely with a form editor.

intactTM Object

Function Overview

Freely definable filters and columns

Export object to Excel file

User defined filters can be saved

Select objects and update addresses in one click

Objects with 140 additional fields (text, date, numeric and checkbox)

Document Management

Scan function allow to save a scanned file to a desired location

Memo and history overview

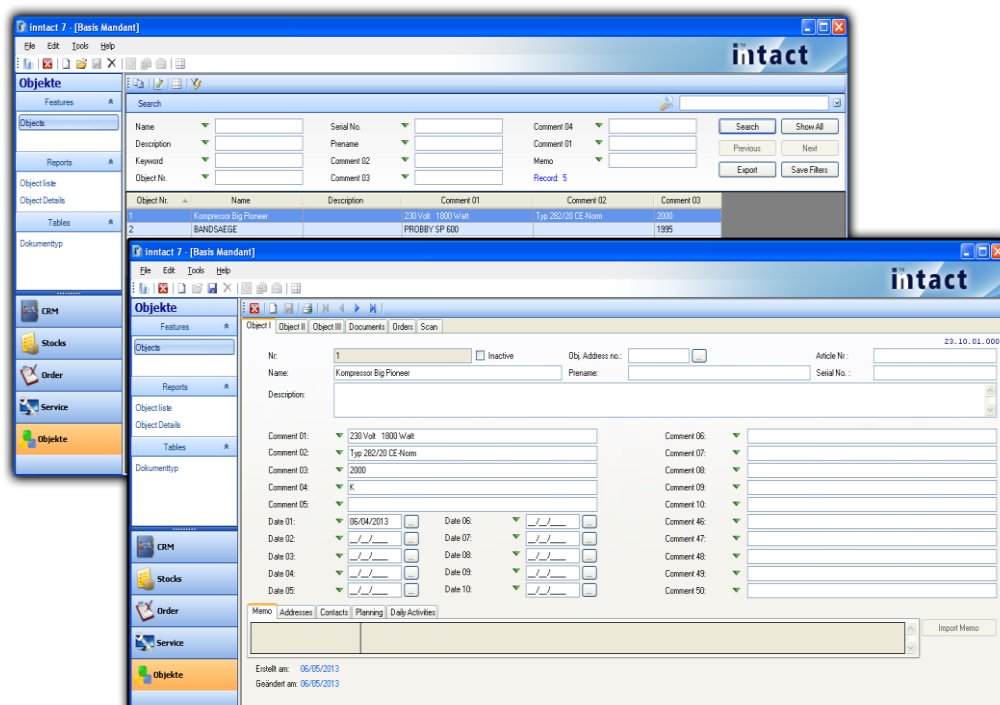
Order processing overview

Overview of linked addresses

Objects can be used for CRM and Order Processing

Object planning and daily activities by and with object (service operation)

Details form allow to link wished fields from other index tab and customize the front form



intactTM Accounts Receivable



Automatic Payment

When a payment is entered, the invoices of the selected customer are displayed automatically to keep track.

Reminder running

With the five-level Reminder running, no open account will be forgotten.

Interest on late Payments

With this function you can calculate the interest on late payments.

Transfer to Financial Accounting

All the supporting documents such as invoices, credit notes, payments or partial payments will be transferred to the General Ledger with one click.

OP List

All open vouchers such as invoices, credit notes, advances and partial payments can be easily accessed with one click.

intactTM Accounts Receivable

Function Overview

Automatic transfer from the order management

Enter invoices, credit notes, payments (with OP list) and advance payments

Multiple revenue accounts for invoices and credit notes

Automatically make payment from an invoice with a single click (daily date)

Recurring invoices as a template

Several partial payments per customer

Customers with foreign currency, price and discount code

Customers with contacts, credit limit, reminder, invoices and delivery address, 10 additional fields

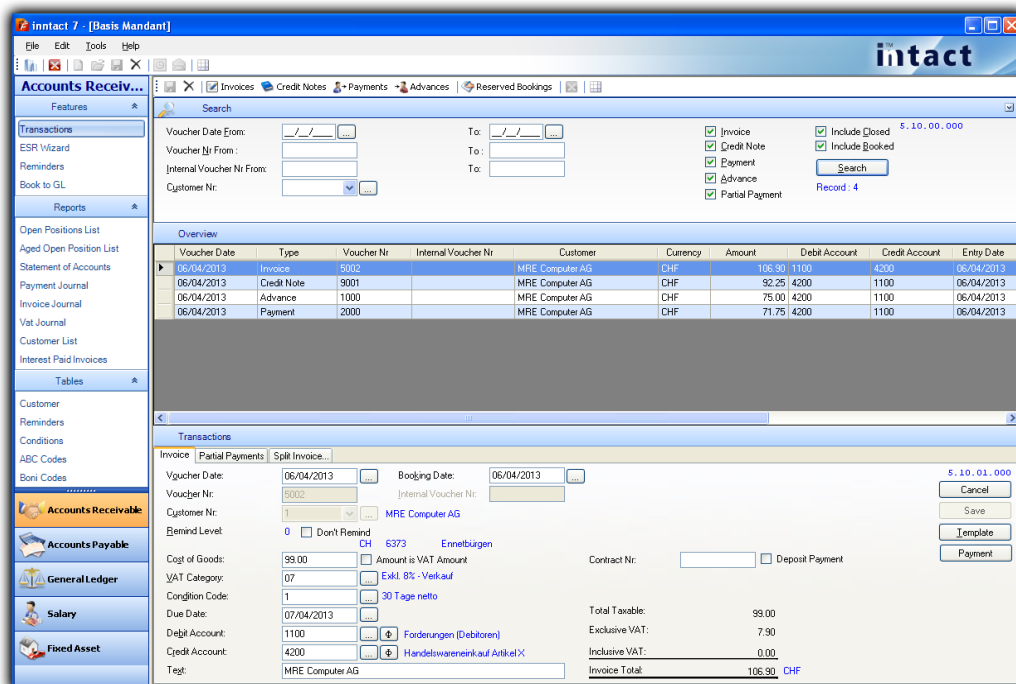
Reminders in three languages

Reminder runs up to five levels

Automatic transfer to the General Ledger

Show details before transfer to General Ledger

Address list, OP list, bank statement, payment and VAT journal on one click



TM **intact** Accounts Payable



Management Tool

Have a modern management tool for all movements of incoming supplier invoices to payments and group bookings. Similar to the Accounts Receivable module, it also has various evaluations and uniformly structured user masks.

Templates

Create templates for monthly bills such as recurring invoices (e.g. rental) to save time.

Save money

Remember to make any payment discounts to claim more.

Transfer to General Ledger

All documents such as invoices, credit notes, payments or partial payments will be transferred to the General Ledger with one single click.

intactTM Accounts Payable

Function Overview

Enter invoices, credits notes, payments, partial payments and advance payments

Set payment conditions to define the due date of the invoice and the discount deduction

Recurring invoices as a template

Use PayPen to automatically read the payment slip of an invoice

Scan the original supplier invoice

Several expense accounts for invoices and credit notes

Automatically make payment from an invoice with one single click

Supplier list, OP list, statement of accounts, payment suggestion, payment journal, invoice journal, VAT journal

Suppliers with contact persons, credit limit, minimum order, payment terms, CC & CO, 10 additional fields

Suppliers with foreign currency and additional payment center

Automatic transfer to the General Ledger

Show details of accounts for every transaction before transfer to General Ledger

The screenshot displays the 'intact' software interface for 'Accounts Payable'. The top menu bar includes 'File', 'Edit', 'Tools', and 'Help'. The main window title is 'intact 7 [Basis Mandant]'. Below the menu is a search bar and a list of features: Transactions, Payment Wizard, Book to GL, Reports, Open Positions List, Aged Open Positions List, Statement of Accounts, Payment Suggestion (Report), Payment Journal, Invoice Journal, VAT Journal, and Supplier List. The 'Overview' table shows a list of transactions:

Voucher Date	Type	Voucher Nr.	Supplier Voucher	Supplier	Currency	Amount	Debit Account	Credit	Entry Date	Text
06/04/2013	Invoice	50001		MRE Computer AG	CHF	120.00	4300	2000	06/04/2013	MRE Computer AG
06/05/2013	Credit Note	80000		MRE Computer AG	CHF	115.00	2000	4300	06/05/2013	MRE Computer AG
06/05/2013	Advance	3000		MRE Computer AG	CHF	100.00	2000	4300	06/05/2013	MRE Computer AG
06/04/2013	Payment	10000		MRE Computer AG	CHF	90.00	2000	4300	06/04/2013	MRE Computer AG

The 'Transactions' section shows details for an invoice from MRE Computer AG, dated 06/04/2013. The voucher number is 50001. The amount is 120.00 CHF. The supplier's address is CH 6373 Ennetbürgen. The due date is 07/04/2013. The VAT code is 16, and the condition code is 1 (30 Tage netto). The debit account is 4200 and the credit account is 2000. The total taxable amount is 120.00, exclusive VAT is 0.00, inclusive VAT is 8.90, and the invoice total is 120.00 CHF.

TM **intact** General Ledger



Centralized Management

The intact financial accounting centrally manages all bookings safely thanks to the optimal connection to the other intact® modules. Among other things, it summarizes all relevant data and allows the evaluation of the balance sheet and the VAT settlement.

Reports

Flexible analysis options provide beneficial information and perfect the intact® Financial Accounting to a modern accounting work tool.

Split Bookings

Split bookings improve the overview of the transaction list. This feature is very easy to use.

Recurring entries

Recurring booking records such as office rent, collection agency, etc., can be recorded as a template and then automatically create the corresponding booking rates per week, month, quarter or semester.

Account sheet bookings

Booking records of an individual account, such as bank can be displayed and processed directly. This is matched with the Bank easier.

Easy and fast reporting

Balance sheet, Income sheet, Ledgers, Budget among many other useful reports can be accessed very quickly.

intact™ General Ledger

Function Overview

Automatically execute recurring bookings or use booking templates

Automatic reverse posting of transient booking

Foreign currency translation

Automatic posting of depreciation and rate of success

Cost Centers and Cost Objects include Matrix view and reports

Exporting all reports to Excel and PDF file

Current balance display when booking and more options

Chart of account, balance sheet and income statement with previous year comparison

Split booking with variable debit and credit side

Account sheets with different sorting, journal, chart of accounts, VAT return with one click

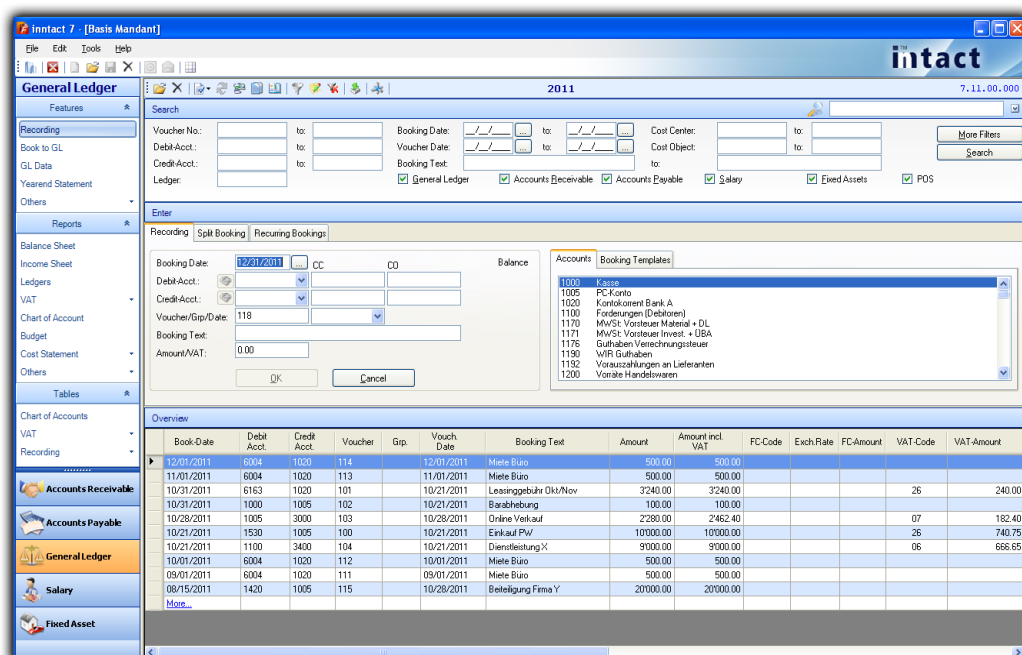
Budget Feature

Three-step definable chart of account with VAT-code, split booking, transient and settlement account

Freely definable VAT table, Accounting according to agreed or collected fee

Editable standard texts and booking groups

Individual and split bookings with automatic VAT accounting (editable and can be switched off)



TM **intact** Salary



Employee Information

All data such as addresses, assigned accounts and salary types are recorded centrally per employee. In addition, data such as holidays, undertime / overtime or employment data can be entered.

Payroll Processing

The processing is based on the employee data. The acquisition of additional items, such as charges or the mutation of existing salary types is very simple.

Payslips

All statements such as payroll, salary statement, etc. are automatically created and are available at anytime.

Transfer to General Ledger

The salary data including salary payments are transferred into the General Ledger with one click.

Vacation Control

Monitoring the vacation of each employee for the whole year.
Set the standard vacation of each employee and deduct with each use.

intactTM Salary

Function Overview

Payroll per employee

Hourly and monthly salary

Allow to recreate employees' payroll or whole payroll period

Allow to preview previous payroll period

Set memo message per employee or per payroll

All salary types are available as standard

Employee with all the necessary information

Can copy and create new employees from existing employee record

Automatic transfer to General Ledger

Holiday management per employee

Pay periods freely selectable

Annual tax statement

Year-end reports at your fingertips

The screenshot displays the 'intact 7 - [Basis Mandant]' payroll software interface. The main window shows a list of employees with columns for EmpNun, Name, Address 1, Address 2, Address 3, Zip and Place, Net Payment, Pay Center, Total Vacation, Used Vacation, and Balance Vacation. Below the list, there are summary statistics: Total Employee: 4, Total Net: 28533.85. A 'Details' section provides a breakdown of the payroll components for a selected employee, including Salary, Gehalt, Kinderzulage, Spesen, Bruttolohn, and various contributions (KTG, AHV, ALVI, NBUV, BVG) with their respective amounts and rates.

EmpNun	Name	Address 1	Address 2	Address 3	Zip and Place	Net Payment	Pay Center	Total Vacation	Used Vacation	Balance Vacation
5	Landbank Brunnen		Rülikweg 1		6440 Brunnen	7,318.65		20	0	0
4010	Miller	Ferdinand		Hausenweg 1	8915 Hausen am Albis	7,318.65		20	0	0
4	MRE Computer AG			Aumühlestrasse 17	6373 Ennetbürgen	7,318.65		20	0	0
3	Müller	Hans		Braunstrasse 120	6000 Lucern 1 Arnehne	6,577.90		25	0	25

Salary	Description	Amount	Rate	%	Line Total	Total	Account	Opposite
100	Gehalt	7,000.00 CHF			7,000.00			
300	Kinderzulage	200.00 CHF			200.00			
400	Spesen	300.00 CHF			300.00			
500	Bruttolohn				7,523.50	7,523.50		
550	KTG - Beitrag	23.50 CHF			23.50			
510	AHV - Beitrag	7,000.00 CHF	5.15%	%	360.50			
520	ALVI - Beitrag	-22,050.00 CHF	1.10%	%	-242.55			
540	NBUV - Beitrag	-22,050.00 CHF	1.45%	%	-319.70			
550	BVG - Abzug	406.60 CHF			406.60			

TM **intact** Fixed Asset



Management of Asset

Enable planning, controlling, and monitoring of depreciation and other costs associated with tangible assets such as machinery, buildings and land.

Transfer to General Ledger

The data from a chosen asset or group of assets can be transferred to General Ledger in one click.

Reports

Asset overview, Depreciation overview, and more useful reports are available for easy and fast evaluation of assets.

Asset Overview

A good treeview design to easily access records by category or group.

Depreciation Methods

Automatic computation for various depreciation of assets such as Linear, Degressive, Manual and One Time.

intactTM Fixed Asset

Function Overview

Easy adding and editing of records in Asset overview

An asset can be linked to a supplier

4 available depreciation methods (Linear, Degressive, Manual, One Time)

4 additional fields for information

An asset can be assigned with two different method of depreciation at the same time

4 available computation of depreciation by period (monthly, quarterly, semester, yearly)

Automatic transfer to General Ledger

