

# ACCOUNTS PAYABLE<sup>™</sup>

*Tomorrow's Integrated Information System*

**asyst:Accounts Payable** is a full featured accounts payable system that looks and works like Microsoft Office.

**asyst:Accounts Payable** is one of several individual applications that can be mixed and matched to meet your payable needs. Designed specifically for use by local governments and other not-for-profit organizations whose accounting requirements call for fund and encumbrance accounting. **asyst:Accounts Payable** integrates seamlessly with **asyst:General Ledger** for automatic entry of A/P and check writing journal entries, without further data entry. It also integrates with **asyst:Purchase Order**, USTI's powerful Purchase Order System and with **asyst:Fixed Assets**. Despite its ease of use and value pricing, **asyst:Accounts Payable** is packed with features that are typically only available in much more complex and expensive systems.

## Features include but not limited to:

- Make easy adjustment entries and simple error correction.
- Fully integrated audit and control features.
- Simultaneously open multiple months and years for easy analysis and review.
- Handles partial encumbrance liquidations up to the amount of the original.
- Encumbrances are permitted, so partial deliveries and invoices can be accepted.
- Includes default vendor discounts with user-specified discount dates, general ledger default account numbers and user override for individual line items.
- One click of the mouse and you can attach an unlimited number of documents to your database.
- Vendors can be added quickly, easily, and effortlessly.
- Checks can be voided and all associated general ledger entries automatically reversed.
- Open purchase orders and invoices can be quickly identified.
- Works with or without **asyst:Purchase Order** and **asyst:Fixed Assets**.
- Provides entry of hand-written checks for new or previously entered invoices.
- Easily process recurring transactions with one click of the mouse.
- Simple invoice and credit memo entry allows all accounts payable transactions to be entered in the same easy-to-learn program.
- Includes an abundance of reports, inquires and unlimited payment history.
- Additional reporting can be done through Microsoft Excel, Access, or Word.
- So easy to implement that you can be up and running within hours of opening the package.