



Genesis Transactions Overview

- A framework for custom development which encompasses customer management, vendor management, inventory control, purchasing, invoicing, job/project quoting, tracking and billing Standard
- Genesis Transactions™ is designed for rapid solution development and can be seamlessly linked with Genesis Accounting™ and Genesis Business Metrics™ to provide the ultimate in efficiency, control, and reliability Standard
- Other work-flow processes specific to your business model can easily be added Standard
- Cross-Platform (Win/Mac) Standard
- State-of-the-art security; data-integrity is assured Standard
- By putting all your business processes into a centralized system, you eliminate redundant data entry, improve control, and increase efficiency Standard
- All records are tracked by creator and creation date, modifier and modifier date Standard
- Painless upgrades using the Separation Model Standard
 - After deployment, the user's "Data" file is never replaced Standard
 - Future upgrades are done in the "Interface" file; this means there is no data import for upgrades – just a replacement of the old "Interface" file with a new one Standard
- New Millennium's Security Administrator™ plug-in is included, providing: Standard
 - Central administration of user account names, initial passwords, and privileges for all files Standard
 - A single interface where all user accounts are entered and edited, and privilege sets are assigned Standard
 - Addition, inactivation, and removal of user accounts and privilege sets Standard

- Genesis Transactions contains several fully developed “engines” to make custom development efficient: Standard
- Print Engine – from “Print” icon, selections include: Standard
 - Navigate pages, Page setup, Print, Save as PDF, Zoom in and out, Scroll up and down, Cancel Standard
- Navigation Engine provides a professional, button driven interface Standard
 - Consistent in all modules Standard
 - Facilitates navigation between modules, or within a given module, intuitively and easily Standard
 - Preserves and restores context – when the user revisits a module, they return to the same layout, tab, and found set as was present when the user was there last Standard
- Window Management Engine Standard
 - Automatically sets window size correctly to suit each individual user’s screen. Standard
- Find Engine Standard
 - Easy-to-use Find interface is consistent across all modules Standard
- Status Stages Engine Standard
 - Configurable Status Stages provide control of workflow for Contacts, Invoices, Purchase Orders, and Jobs Standard
- Error Handling Engine Standard
 - Traps for errors, logs them, and tells the user what needs to be corrected Standard
- Edit Mode Engine Standard
 - A user’s rights to edit data on any layout is permitted or restricted by the “privilege set” that has been assigned to them Standard
 - A user is prevented from trying to edit a record that is already being edited by another user Standard
 - A user may be prevented from editing a record based on the record’s status (e.g. transaction is “final”) Standard
- Change Log Custom
 - Logs changes in all modules by user, date, time, record content, and transaction status, with complete audit trail Custom

Contacts

- Information about all entities (Prospects, Customers, Contractors, Vendors, Advisors, etc.) is centrally maintained in Contacts Standard

▪ Contacts may have multiple locations and shipping addresses	Standard
▪ Efficient Customer Service via immediate drill-down into transactions and communication history	Standard
▪ Instant reference to Credit Status, outstanding AR and AP when integrated with Genesis Accounting™	Standard
▪ Unlimited number of Subcontacts (people) within any Contact (company)	Standard
▪ Easy-to-remember Contact Codes promote efficient data entry and reporting	Standard
▪ Multiple Contact Types (such as Client, Prospect, or Vendor) promote clarity about relationships and allow precise searches	Standard
▪ Standard Contacts Reports (Customizable)	Standard
• Find Contacts by Status	Standard
• Find Duplicate Contacts	Standard
• Activities Report (If optional Activities module is implemented)	Standard
• Active Contacts	Standard
▪ Highly detailed and customizable Prospect information and status management	Custom
▪ Move Subcontact record to different Contact	Custom
▪ Automatically check for existing Contact records to prevent duplicate entries	Custom
▪ Communications Log	Custom
• Automatic Date & Time Mark	Custom
▪ Appointments and call-backs report	Custom
▪ Save and retrieve pre-defined groups ("Found Sets") of companies and individuals	Custom
▪ Marketing and sales tools such as:	Custom
• mail-merge, postal and e-mailing lists, prospect management, project and campaign tracking, and results assessment	Custom

Internet Integration (Contacts)

▪ Automatic creation and addressing of email messages in users' default email program from Contacts	Standard
• Centralizes individual email address lists, maintains correct current addresses	Standard

- Automatic navigation to a Contact website from Contacts using your preferred web browser Standard
- Direct mass emailing from Genesis in standard text or html using optional SMTP email plug-ins, or through your default email program. Custom
 - Maintains email address and mailing lists Custom
 - eMailings Log Custom
- Automated import and semi-automatic validation of names, email addresses, and other information from emails and e-commerce solutions Custom
- Use your iPhone to remotely access Contacts, Orders Entry, etc. (Requires FileMaker Server Advanced) Custom

Document Creation and Management

- Create Documents directly from Contacts Custom
- Close/Unclose (Lock/Unlock) Documents Custom
- Records location, searchable keywords, and summary information of external documents Custom
- Forms store boilerplate text for insertion into editable Documents. Custom
- Postal mail-merge to Contacts and selected subcontacts Custom
- Maintains Postal Mailing lists Custom
- Postal Mailings Log Custom
- Manage modifiable templates for quick and easy creation of letters, contracts and other correspondence containing merged field data Custom

Calendar/Activities

- Maintains personal calendars of Activities and Events for each user Custom
- Tracks Enterprise-wide Group Activities and Meetings Custom
- Tracks Time-Clock Events linked to Jobs and Job Line Items Custom
- Activities sorted and displayed in time order Custom
- Month, Week and Day Views Custom
- Activity, Event, and Appointment Entry Custom
- The appointment-management functions of Genesis can be augmented by integration with third-party Resource Scheduling programs for overall scheduling functionality Custom

Reference

- | | |
|--|--------|
| ▪ Maintains a library of reference information – procedures, routines, policies, information, etc. | Custom |
| ▪ Search on Reference Types (such as Procedure or Marketing) | Custom |
| ▪ Expiration Dates for automatic deletion of obsolete References | Custom |
| ▪ Flag Date to identify time-sensitive material | Custom |
| ▪ Related Contacts and Subcontact Information | Custom |
| ▪ Automatic navigation to a related website | Custom |

Products (Stock Goods, Special-Order Goods, Services, and Expenses)

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|---|----------|
| ▪ All transaction elements (stock goods, special-order goods, services, and expenses) are Products | Standard |
| ▪ Inventory Valuation Methods: | Standard |
| • Cost Averaging (Running Average) | Standard |
| • Standard Cost | Standard |
| • Manual Valuation per transaction | Standard |
| ▪ Enter New Product manually or from imported vendor price lists | Standard |
| • Products organized by Product Group and Product Category | Standard |
| • Update costs and prices of existing products from price list | Standard |
| • Select Vendor and Cost for use in Job/PO Line Items | Standard |
| • Delete Product only if it has no Transaction History | Standard |
| • Lookup Item by Description, Product Number, or Manufacturer Item Number | Standard |
| • Inventory Adjustments | Standard |
| • Track Bin Location; Quantities Available, On Hand, On Order, and Unallocated; Vendor Item Number, Manufacturer Item Number, Taxable Status, Creation & Modification Date, weight, customizable industry-specific properties, etc. | Standard |
| • Update Item cost from job line item or latest PO | Standard |
| ▪ Products are linked to Sales and Cost G/L Accounts | Standard |

- Inventory on hand is incremented when vendor orders are received, decremented when customer is invoiced, and allocated when a customer order is confirmed Standard
- Shows Quantity-on-Hand of Stocked Goods on Order/Quote Line Item line Standard
- Re-ordering of Stocked Goods is flagged at user-set or calculated minimum-stock levels Standard
- Basic Component Assembly and Work-in-Progress functions Custom
- Service Products, if implemented, are tracked differently than Goods Products Custom
- Calculate tiers of standard prices – markup from cost or discount from Suggested Retail Price Custom
- Products can be classified as taxable or non-taxable Custom
- Standard Inventory Reports (Customizable) Custom
 - Inventory On Hand Report – Item Number, Description, Quantity, Unit Value, Extended Value Custom
 - Inventory Quantity and Value Adjustments Reports Custom
- Inventory Transfers Custom
- Vendor Buy Backs Custom

Jobs/Projects/Quotes

- Jobs track all transaction elements – goods, services, and expenses Standard
- A Job/Project can have different aspects (with corresponding views): Quote/Estimate, Sales Order, Proposal, Project, etc. Standard
- Instant conversion of Quotes/Estimates/Proposals to Sales Orders and Jobs Standard
- Create a Job from Contacts, or directly in Jobs Standard
- Create Workorder(s) from Project Standard
- Add Product to Job as a Line Item Standard
- Close Jobs (finalizing all income and costs) Standard
- Can invoice all Line Items or any selected items; can invoice partial quantities Standard
- Create sub-Jobs linked to primary Job Custom
- Can maintain running comparison of current actuals with original estimate Custom
- Select from multiple Bill-to and Ship-to Address and Subcontacts Custom

- Calculate Sell Price based on Tiers or Margin (can manually override) Custom
- Calculate overall Job Profit and Margin Custom
 - Calculate Job Line Item Profit and Margin Custom
- Maintain “Master” Job templates Custom
 - Standard sets of Items that are ordered or sold together Custom
 - Standing and repeat orders from customers Custom
 - Standard sets of service tasks, goods, and frequently used expenses Custom
- Duplicate existing Jobs Custom
 - Create linked Job Revisions for Change Orders and new iterations of complex Quotes Custom

Service Billing

- Handles complex Service Billing Custom
- Service Products can be fixed-price or hourly Custom
- Service Products are tracked as Project/PO/Invoice Line Items; Custom
- Can invoice from a given Line Item multiple times Custom
- Can change Service Provider of an existing Project Service Line Item Custom

Internet Integration (of Transactions)

- Can be integrated with any Web Shopping Cart Solution Custom
- Access via FileMaker directly, or remote access via Terminal Services, Citrix, or other third-party applications Custom
- Remote administration of FileMaker Server Custom
- Virtualization of hosting Custom
- Use your iPhone to remotely access Contacts, Orders Entry, etc. (Requires FileMaker Server Advanced) Custom

Purchase Orders

- Create POs from Jobs or directly in POs Standard
- Duplicate existing POs Standard

- Vendor information automatically entered from Contacts – Name, Address, etc. Standard
- Receipt of Items updates Inventory and Job Standard
- Create Vendor Returns (RMAs) from PO Standard
- Line-Item, Vendor, and In-House Notes Standard
- Lookup Line Item by Inventory Item Number or Description Standard
- Record Payment Method, Vendor Terms, Vendor Invoice & Date, Ordering Person, Use Tax, 1099, Receiving, Shipping Method, Creation Date, Modification Date, Creator and Modifier Name, Expected Ship Date, etc. Standard
- G/L Accounts are automatically entered (from Products), and can be overridden Standard
- PO data automatically validated Standard
- Track PO Status; finds POs by Status Standard
- Close/Lock POs Standard
- Post POs to Accounts Payable and General Ledger, individually or in a batch, when integrated with Genesis Accounting™ Standard
- Track Back-Orders Standard
- Standard PO Reports (Customizable) Standard
- Record Serial Numbers of Items received Custom
- Ordered-goods valuation (for Inventory) can include shipping costs and discounts Custom
- Back-update Product costs from PO Custom
- Expense-entry layout Custom
- Split POs for Back-Orders Custom
- Track Drop-Shipping by Line Item and Ship-to address Custom
- Sending of POs by email from directly from Genesis POs via user’s default email program Custom

Invoices

- Create Invoices from Jobs, or directly in Invoices Standard
- Create new Invoice from Project Line Item or add Item to existing Invoice Standard
- Line-Item, Customer, and In-House Notes Standard
- Lookup Line Item by Product Number or Description Standard

▪ Record Payment Method and Amount, Customer Type, Invoice Status, Posting Status, Customer PO Number, Payment	Standard
▪ Line Item Costing and Profit Margin	Standard
▪ Calculate overall Invoice Profit and Margin	Standard
▪ Customer information automatically entered from Contacts – Name, Address, Sales Tax Category, etc.	Standard
▪ Select Bill-to and Ship-to Address and Subcontact	Standard
▪ Option to print Packing Slip with Invoice, or separately	Standard
▪ Close Invoice; Lock Costs	Standard
▪ Post Invoice(s) to Accounts Receivable and General Ledger, individually or in a batch, when integrated with Genesis Accounting™	Standard
▪ Allocate transaction Amount and Profit to Salesperson/Manager	Custom
• Track multiple Commissions at variable percentages	Custom
• Divide Commission between sales persons and sales managers	Custom
▪ Automatically generate recurring Invoices	Custom
▪ Duplicate Invoice(s)	Custom
▪ Automatic or Manual Costing and Cost Verification	Custom
▪ Standard Invoices and Sales Reports (Customizable)	Custom
• Sales by Customer Report	Custom
• Sales by Period (Day, Week, Month, Quarter, Year)	Custom
• Sales Tax Report	Custom
• Salesperson Report	Custom
• Commission Reports	Custom
▪ Sending of invoices by email directly from Genesis Invoices and user’s default email program	Custom

Vendor Returns and Customer Returns

▪ Create Vendor Return from PO, and Customer Return from Invoice	Custom
▪ Vendor Returns can be for Replacement or Credit	Custom

- Returns are managed correctly with regard to inventory – Company Inventory or Customer property Custom
- Generate Customer RMAs and track process to completion – by Replacement or Credit Custom
- Close/Lock Returns Custom
- Standard Returns Reports (Customizable) Custom

Credit

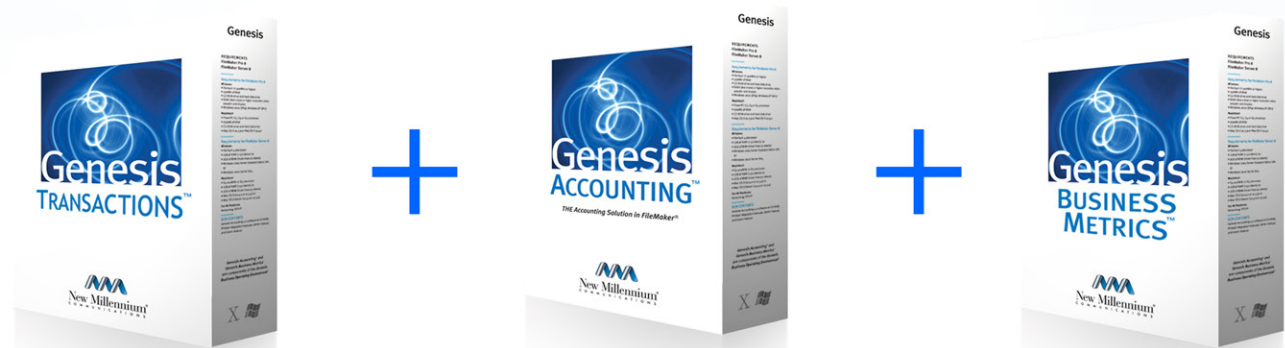
- Manage Company Credit with unlimited Vendors – Detailed Tracking of Credit Cards and Vendor Accounts Custom
- Reconcile Vendor Statements and Credit Card Statements Custom

Manage Your ENTIRE Business in FileMaker®



Genesis

TRANSACTIONS™



Genesis Transactions™ can be seamlessly linked with
Genesis Accounting™ and Genesis Business Metrics™

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