

# Sage ERP X3

## Finance

Sage ERP X3 Finance covers financial, personal, cost and budget accounting, commitments, and fixed assets. It can also handle transfers and reporting of information from one country to another, and between subsidiaries and their headquarters. Sage ERP X3 combines decentralized and international company management.

Particularities relating to different legislations are integrated as early as the product design stage: predefined accounting systems, with payment entries involving up to four accounting steps; user definition of bank files, open-ended and adapted to national format; management of fiscal and excise taxes and associated returns (hardcopy or magnetic format according to legislation); fee and sales returns; closing of financial periods in successive stages or simplified form; and more.

Local particularities are centralized and packaged to provide a single solution irrespective of working language or country. Functional comprehension and maintenance of these environments are simplified.

Sage ERP X3 offers multicurrency processing features that provide the ability to calculate transaction amounts, produce reports, and restate values in different currencies. Special processing allows applicable European currencies to be tied to the Euro to simplify exchange rate maintenance. Amounts can be expressed in the currency of the company, the business partner, or a user-defined reporting currency. Sage ERP X3 maintains all currencies and exchange rates in a single table and provides immediate conversion to alternate values on demand within any business transaction. Invoices and payments can be accepted and issued in varying currencies. Sage ERP X3 provides full accounting of exchange rate variances and automatically posts them to the appropriate general ledger (GL) gain or loss accounts.

Sage ERP X3 Finance consists of three major functional domains: General Ledger, Accounts Receivable/Accounts Payable, and Fixed Assets.

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### General Ledger

#### GL Accounts and Fiscal Calendars

Sage ERP X3 General Ledger supports multiple companies and sites and allows an unlimited number of fiscal calendars to be defined with up to 24 open periods per calendar. A special period can be used for year-end postings. Account numbers can be expressed in fixed or variable lengths and can be identified by a short mnemonic. Accounts can also be defined as "collectives," permitting customer and supplier subledger information to be fully integrated within the GL.

#### Automatic Journals

Sage ERP X3 supports manual, simulated, template, recurring, and reversing journal entries. Entries can be saved in a temporary state prior to final posting. Simulated journals can be active or inactive, allowing for different levels of "what-if" scenarios. Recurring journals can be fixed by period or variable with the ability to allocate an amount according to monthly weighted distributions. Accruals can be defined to reverse automatically on a predefined date. User-defined allocation structures and formulas can also be defined and processed automatically, with multipass capability.

#### Analytical Dimensions

Sage ERP X3 supports up to nine user-defined analytic dimensions for budgeting, allocations, and analysis. Dimensions can be both financial- and quantity-based. Dimension views can be defined for analyzing financial information from up to three different perspectives, such as sales by channel by product line. Dimensions can support any number of groupings of up to 99 levels to permit access to varying levels of account information.

#### Budgeting

Budgets can be defined based on dimension views, at various grouping levels, in the company currency or varying currencies, in financial and quantity form, and with an unlimited number of revisions. Sage ERP X3 supports commitment accounting with budget comparisons against precommitted and committed amounts from Purchasing. Budgets can be manually entered, uploaded from spreadsheets, or calculated online with user-defined formulas based on elements such as previous budgets and actual prior period amounts, adjusted according to seasonal distributions.

#### Account Inquiries

Sage ERP X3 provides the ability to research financial activity easily through a number of account, account balance, dimension, and dimension balance inquiries. Users can zoom in on selected accounts to view varying levels of detail. All business partner collective account activity is fully integrated in the general ledger so users are not obligated to look in different subledgers to locate the information they need.

## Financial Extraction and Reporting

Sage ERP X3 provides a powerful, financial-oriented data extraction facility for all inquiry and reporting needs. Used in conjunction with Microsoft® Office PerformancePoint® Management Reporter or Infor F9™, users can easily design and generate all company-specific operating statements, balance sheets, and other financial reports and inquiries. Sage ERP X3 provides a number of report-building tools, such as row and column content and formatting flexibility, as well as content restriction facilities such as reporting and company group codes.

## Features and Functions

### Chart of Accounts

Simplified charge of account structures with account linking | Fixed or variable GL account lengths with user-defined mnemonics | Validity date-controlled | Financial and quantity amounts | Collective accounts for storing business partner account activity | Up to nine user-defined analytical dimensions (for example, departments, cost centers, product lines)

### Fiscal Periods

Multiple fiscal calendars per company | Up to 24 periods per calendar | Year-end period for adjustments | Reopen closed periods according to rules

### Multi-Currency Management

Unlimited number of currencies and exchange rates—manually entered or imported | Tracks and posts exchange rate variances | Currency by company, site, and account | Multiple currency types—company, business partner, and reporting | Multiple exchange rate types—daily, monthly, average | Euro-compliant

### Multi-Company Processing

Multiple companies with same or different account structures | Intercompany transactions and eliminations | Consolidate results | Multiple fiscal calendars

### Analytical Dimensions

Define up to nine analytical dimensions | Financial and quantity amounts | Multidimension analytical pyramids (99 levels) | Optional use by company and site | Restricted combinations of accounts and dimensions (for example, no R&D department in New York)

### Journals

Manual journal entry with user-defined entry screens and processing rules | Multiple types of automatic journals | Temporary and final status controls | Recurring journals—fixed by period or variable | Distribute total amount based on monthly weighting factors (for example, seasonal profile) | Simulated journals—active and inactive | Model journals (templates) | Perform automatic accrual reversals on user-defined date | Currency variances

### Journal Matching

Manual and automatic | Collective account journal matching (for example, payments on account) | User-defined search priorities | Match based on amounts, balances, descriptions, references, and currencies | Unmatching capability

## Allocations

Redistribute to and from any account | Perform multiple allocation passes | Define recurring allocations based on fixed or variable amounts

## Budgeting

By company or site | Financial and quantity amounts | Up to three dimension views (for example, sales by channel by product line) | Track budgets against precommitted and committed amounts from purchasing | Actual vs. budget comparisons | Unlimited revised budgets | Enter manually, import from spreadsheets, or use formulas | Adjust budgets based on monthly weighting factors (for example, seasonal profiles) | Create budgets using cost allocation ratios (for example, overhead by department)

## Commitment Accounting

Budget controls for PO precommitments and commitments | Multidimensional inquiries | Zooms from general to details | Multicriteria search | Accounts, account balances, dimensions, and dimension balances | Inquiry of analytical dimension pyramids (groupings) with successive zooms

## Financial Integration

Automatic journals from sales, PO, AR, AP, and more | Real-time or deferred posting

## Financial Extraction and Reporting

Operating statements and balance sheets | Other financial reports—trial balances and more | Integrated with Microsoft Office PerformancePoint Management Reporter and Infor F9 | Inquiry screens or hard copy | User-defined row and column content and formats | Reporting codes and company group codes to restrict report content | User-defined reporting periods and accounts | Consolidated, company, and site-level reporting

## Accounts Receivable/Accounts Payable (AR/AP)

### Business Partners

Sage ERP X3 provides the ability to define a business partner and identify relationship types including customer, supplier, carrier, and sales rep. For each type, the various roles and associated information can be defined, such as customer ship-to, bill-to, and pay-by as well as supplier buy-from, invoice-from, and pay-to information. Any number of partner contacts and addresses can be identified, such as supplier return-to locations. By maintaining all relationship data and financial business transactions in concerted fashion, companies can view business activity for a given business partner across all aspects of the relationship, thereby improving their ability to fully assess the value of their relationships.

### AR Item and Collections Management

Sage ERP X3 supports comprehensive item management and control over prepayments, installment payment due dates, statements, and past-due invoices. A flexible payment application function is provided, permitting users to enter payments on account, apply them fully or partially against specific invoices, or across a range of invoices based on user-defined criteria. Automatic

matching is also supported. The cash collection process can be streamlined by allowing entry fields and the timing and sequence of steps—bank selections, deposit slips, and GL postings—to vary by payment type. This allows credit cards, EFTs, and checks to have their own processing rules. Sage ERP X3 also accommodates returned checks and full reinstatement of the original items.

### Automatic Financial Integration

Sage ERP X3 AR/AP provides parameters that control the flow of information from other Sage ERP X3 functional domains. Customer and supplier invoices automatically generate open items that form the basis for ensuring optimal cash management. Miscellaneous sales and purchases are recorded using a full-featured manual invoice entry function.

### AP Disbursements Management

Sage ERP X3 provides complementary functionality in Accounts Payable for supporting prepayments, installment payments, and user-defined payment entry and processing steps by payment type. Users can easily locate invoices to pay based on their own selection criteria, such as due date, minimum and maximum payment amounts, and currency. Check writing, bank account selections, payment voiding, and bank statement reconciliation are also fully supported. Purchases are recorded using a full-featured manual invoice entry function.

## Features and Functions

### Integrated with Sales and Purchasing

Automatic generation of receivable and payable items from sales and purchase invoices | Multiple invoice types—normal, credit, returns

### Multi-Currency Management

Unlimited number of currencies and exchange rates manually entered or imported | Tracks and posts exchange rate variances | Multiple currency types—company, business partner, and reporting | Multiple exchange rate types—daily, monthly, average | Euro-compliant

### Business Partner Roles and Types

One parent for multiple business partner types and roles | Flag business partner as customer, supplier, carrier, sales rep, factor, or miscellaneous | Multiple ship-to, bill-to, and pay-by suppliers per parent | Multiple buy-from, bill-from, and pay-to suppliers per parent | Unlimited contacts and addresses per business partner

### Manual Invoice Entry

Enter customer invoices for miscellaneous sales | Multiple invoice types including pro forma | Enter vendor invoices for miscellaneous purchases | Automatically detects duplicate invoice numbers

### Open Item Management

Inquiries based on user-defined criteria | Prepayments | Installment payments with multiple due dates and payment methods | Multiple payment methods and types—check, EFT, credit card with user-defined processing rules | Edit open items (for example, extend due dates) | Send statements, optional by business partner | Track disputed items

### Flexible Payment Terms

User-defined rules for calculating item due dates | Split item amount by percentages and create multiple due date installments | Share terms between AR and AP | Automatically calculate item due dates based on user-defined rules | Automatically adjust due date to next workday based on predefined calendar | Automatic use of alternate payment term if amount due is less than predefined minimum

### User-Defined Cash Collection Process

Enter and apply payments | Select single or multiple banks for deposit | Generate deposits and create deposit slips | Post cash to GL

### Cash Application Methods

Automatic payment matching | Apply by invoice and amount | Apply fully or partially | Sort items by date, amount, and more prior to applying | Apply against range of invoices | Enter payments on account | Apply by invoice statement | Reapply mistaken applications

### Dunning Letters/Reminders

Optional by business partner | Send based on single late invoice or for all invoices | Multiple levels | Reminders for installment payments

### Flexible AP Payment Process

Payment proposals—simulated or real | Payment selections—manual or automatic | Pay partial or full amounts | Optional item and payment approval, multilevel | Select single or multiple bank accounts—prorated | Check writing with restart and number controls | Check voiding with item reinstatement | Check reconciliation by check or bank statement | Import bank statements

### AP Payment Proposals

By payment method, business partner, site | By due date, minimum and maximum amount | Pay from one bank account or prorate across multiple accounts

### Credit Management

Inquiry of complete customer account | Credit insurance amounts by business partner | Authorized credit amount and current available credit calculations | Customer hold/release management | Tracks credit position with suppliers

### Multinational Requirements

“Southern European” accounting | Draft management | VAT | Analytical accountin

### Employee Expense Reporting

User-definable expense codes | Code spending limitations | Signature approval with workflow functionality | Full currency and tax recording compliance | Complete integration with Sage ERP X3 Accounts Payable for check or EFT reimbursement

## Fixed Assets

Sage ERP X3 Fixed Assets maintains all the information required to track and manage a firm's property, plant and equipment, and associated costs. The system calculates depreciation based on commonly used formulas and tables. Implementing Sage ERP X3 Fixed Assets can result in significant time savings so you can focus on more critical operational areas. It is fully integrated with Sage ERP X3 Purchasing, Accounts Payable, and General Ledger.

## Features and Functions

### Expenses

From personal account invoices (Sage ERP X3 / Accounting) and purchase invoices (Sage ERP X3 / Purchasing) | Imported from an external application | Direct import in fixed asset base | Dual accounting classification: National standards, GAAP, and IFRS international standards | Double measurement: In transaction currency and translated to corporate currency | Filing of capitalized expenses justifying the asset and providing for measurement of partial write-offs

### Fixed Asset Records

Matching with expense(s) justifying and measuring the fixed asset | Dual accounting classification: National standards, GAAP, and IFRS international standards | Dual measurement: National standards and IFRS international standards | Management of carrying types: Full ownership, capital lease, operating lease, under license, or forecast | Origin: References to budget and budgeting processes | Purchase date, accounting date, and commissioning date | Cost allocations, matching with the CGUs, geographical sectors, and activity | Location and bar code registration providing for audit inventories | VAT management for entities not liable or partially liable | Tax base for business tax or land tax | Component management | Depreciation schedules: 15 possible schedules including: accounting schedules according to national standards, fiscal schedule for determining tax-regulated depreciation, restated for consolidation in accordance with IFRS international standards, integration of goodwill amounts, determination of reversal ceiling | Generation of vouchers: Commissioning, accruals, depreciation, revaluation, write-off, and more | Actual calculated or simulated | Integration of different depreciation methods in force in U.S., Canada, Europe, and others | Reporting by financial year or period (breakdown of financial years into periods: month, quarter, and more)

### Display of Depreciation Schedules

Accounting | Fiscal | Tax-regulated | Consolidation to GAAP or IFRS standards | Subsidy and others

### Breakdown for Reallocation or Partial Write-off

Through quantity for a fixed asset corresponding to a lot | Through expense selection (invoice lines) for a fixed asset grouping a number of expense amounts | Through the value of the fixed asset

### Change of Accounting Allocation

Commissioning of the fixed asset | Account/account transfer

### Transfer

Change of cost allocation, sectors, or CGU | Change of location

### Change of Depreciation Parameters

Method, period, residual value, and others

### Revaluation Management

Revaluation according to market value or by application of a coefficient | Calculation of revaluation reversal

### Write-off of Fixed Assets

For different reasons: Sale, scrapping, termination of direct financing lease, or cancellation | Intragroup transaction: Partial contribution of asset, merger, demerger

### Financing Management

Equipment subsidies: Management of a number of subsidies for the same asset, or a number of assets for the same subsidy | Direct financing lease contracts: Lessor, validity, maturity schedule, associated assets | Portfolio management: Exercise of purchase option, cancellation, maturity

### Inventory Management

Registration of fixed assets using bar-code technology | Fixed asset inventory by reading bar-code labels | Comparison of inventoried situation with situation recorded in the Abel® X3 base: identification of differences | Treatment of differences: Assets shifted, assets not inventoried, and others

### Reporting

Depreciation schedule: Financial year or periodic | Simulation of a depreciation schedule for a user-definable number of financial years or periods | Comparative for two depreciation schedules | Capital gains/losses on disposals | List of fixed assets: entries, write-offs, components, and others | Direct financing lease credit commitments | Annuities—financial depreciation comparative statement

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