

# herbst Insight Bank & Cash

## The Complete Cash Flow Control System

- Fully integrated with accounts
- Receipts / Payments
- On-line reconciliation
- Multiple Banks/Multiple Currencies
- Instant tracing
- Full user rights control
- Print cheques and documents
- Full financial analysis
- Internal bank transfers
- Reviewing and forecasting
- Importing / Exporting

Whether you are looking for an independent Bank and Money Control Program or are thinking of using this program in connection with Herbst Insight Accounting program, your business' financial requirements are fully catered for with Herbst Bank & Cash module.



The fully integrated bank and cash ledger adds a strong financial control dimension to Insight. All financial transactions involving multiple banks and multiple currencies can be created, viewed and monitored here. Cash money and cheques held in the office can be supervised in the cash accounts until they are transferred into the appropriate bank accounts.

### User rights control

Total bank and money movements and all cash flow can be forecasted or reviewed in seconds using the unique Herbst Grid View system. All the data is presented in grid format, which can be easily customised to suit your user needs. All the information can be made readily available or concealed as required. With the grid view columns, different views for different users can be set, giving various personal instant views of important management information. Click or select a group of customers and see all payments received. View an amount, click on "relations" and view all related document invoices etc.

### Receipts / Payments

Receiving payments and issuing payments and allocating them against sales / purchase invoices is easily transacted in Insight. You can allocate against specific transactions either at the time of issuing the payment or later and while allocating you can opt to allow the system automatically allocate the payment against the oldest outstanding invoice(s) for the particular trader in question or manually select which invoices the receipts / payments should be offset against. Insight also supports contras and customer / supplier balance transfers from one trader to another.

Relation Kind	Kind	Number	Post Date	Currency	Amt
Debtor Debit	Sales Invoice	SI-243-002095	30/06/2000	IR£	166.57
Debtor Debit	Sales Invoice	SI-253-002130	10/07/2000	IR£	96.80
Debtor Debit	Sales Invoice	SI-253-002131	10/07/2000	IR£	1793.34
Debtor Debit	Sales Invoice	SI-274-002273	31/07/2000	IR£	202.67
Debtor Debit	Sales Invoice	SI-282-002318	08/08/2000	IR£	276.88
Debtor Debit	Sales Invoice	SI-284-002328	10/08/2000	IR£	1069.64
W/Ou Sale Debit	Lodgement	LOG-309-000115	05/09/2001	IR£	3000.00

The overall view gives you your financial status and shows you when you need to transfer funds, renew loans, or make payments etc.

### Customisable Cheques and Forms

Herbst Insight Form Designer allows you to print, for any bank, various standard cheques, lodgement sheets and transfer forms.

Supporting documents can be attached to any bank or cash document in Insight. Payments or lodgements can be made from either the trader or the bank selected. You can instantly view payments from, or to, a group or specific trader.

Glen Fuel Services Ltd.

One thousand, two hundred and fifty-two euro and zero cent only

06/03/2002

1,252.00

These cheques can be customised to your existing cheque book and do not require specially pre-printed paper.

## Issue Transfers/Receive Transfers

Recurring transactions in Herbst Bank & Money program are made simple and make your life easier in Herbst Bank and Money Program, with the Periodical transactions. Set up the payment or Receipt once and inform it how often to make the transaction and it will do it automatically. This is especially handy for monthly direct debits from your bank.

## On-line Reconciliation

This will give you a completely accurate "Cleared" Balance at all times in your accounts, allowing you to forecast and make important informed decisions relating to your cash flow.

The Bank Ledger gives you a completely different viewpoint on your business. A bank type statement can be viewed or compared on screen and transactions cleared against the bank statement and the bank statement number input against the transaction document.

The accounts list shows you bank and cash accounts and their properties: balance, cleared balance, etc. and you can also analyse balances and cleared balances. The balances can be viewed in default currencies or consolidate into one currency, your base currency or indeed that of another country.

You can then drill down further into each bank account and view each transaction that makes up this balance, check outstanding cheques or payments that have yet to hit your bank etc.

## Notes & Security

Notes can be recorded against documents with a user and date & times stamp and there is a notes search utility allowing you to search through records for key words or phrases that you may use. Any record with a note attached will be highlighted accordingly. All user activity can be traced via the security log to see who made changes to the data and at what point in time.

## Report Options

A variety of essential, pre-configured reports with the option to modify them or create new reports via the Report Designer tool gives you great flexibility in terms of print outs for your business. This is further enhanced by the Herbst grid view analysis designer mentioned above which enables to customise your views and create user specific views where required.

## True Multi-Currency

For any customer, supplier or bank you can issue any transaction in any currency. Insight will keep separate balances for each currency plus consolidated balance in the base currency. This system gives you extremely high flexibility and control over multi-currency accounts.

**Other standard features** include notepad, reminders, report desktop and designer, form designer and exporting / importing capabilities to & from MS Excel, MS Word, ASCII files.