



# Sage BusinessWorks Accounting

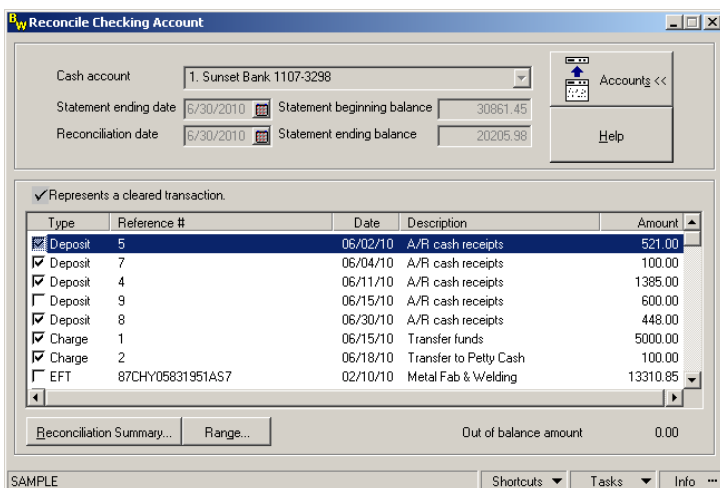
## Cash Management

The Cash Management module for Sage BusinessWorks Accounting provides superior management capabilities for your company's transaction processing and reconciliation needs. This module fully integrates with the Accounts Payable, Accounts Receivable, Payroll, and General Ledger modules to offer a comprehensive accounting software solution.

Among the most important timesaving features of the Cash Management module is its full bank reconciliation capabilities. This includes the ability to reconcile bank transactions to the General Ledger from the Accounts Receivable, Payroll, and Accounts Payable applications with your organization's bank statements.

Cash Management is also capable of generating checks to payees not defined in Accounts Payable or Payroll. Additionally, Cash Management integrates with PayrollOnline by CompuPay for businesses that choose to outsource their payroll.

Increased profit is a paramount goal for businesses of any size. Achieving that goal means making more informed decisions and managing your company's finances more effectively. The Cash Management module provides current balances and calculated future balances for all cash accounts through a variety of customizable detailed reports. Reconciliation reports include summary information for deposits, consolidation of all check register information, and general ledger distribution bank transaction information. With the Sage BusinessWorks Cash Management module, you can make better business decisions and drive your company to increased profit.



### SPECIFICATIONS (MAXIMUM LIMITS)

Number of months to keep history	60
General ledger distribution accounts per transaction	20
Number of cash accounts	9
Number of digits for a check number	6
Number of general ledger distribution accounts on an Instant Check	20
Maximum amount per check	\$9,999,999.99

### REPORTS

- Bank Deposits
- Bank Transaction
- Check Register
- Bank Transaction, General Ledger Distribution
- Instant Checks, General Ledger Distribution
- Reconciliation
- Consolidated Cash Flow

## General Features

- Maintains complete audit trails of all transactions and adjustments for better financial control.
- Provides current and future calculated balances for all cash accounts.
- Provides extensive inquiry capabilities, including drill downs to the source of original transactions and Instant Check information.
- Exports account information, including checks, charges, credits, and deposits into other programs for analysis, forecasting, presentations, reports, and more.

## System Maintenance

- Maintains transaction information for up to nine cash accounts used by Cash Management, Accounts Receivable, Accounts Payable, and Payroll when generating checks and recording deposits and bank transactions.
- Posting accounts can be individually defined for each cash account.
- Provides the flexibility to choose, on a transaction-by-transaction basis, whether to post deposits and other bank transactions to the General Ledger.
- A default cash account can be defined, improving the speed and accuracy of data entry.

## Bank Reconciliation

- Provides full bank reconciliation, which saves you time by including the convenient ability to clear a range of checks.
- Lets you reconcile all cash accounts maintained in the Cash Management module.
- Maintains information about accounts receivable deposits for bank reconciliation.
- Supports the following transaction types: Deposits, charge, credit, withdrawal, and transfers.

## Checks

- Allows entry of handwritten checks (nonprinted checks) for faster, more accurate record keeping.
- Permits check printing for payees that do not require an invoice.
- Gives you peace of mind with a complete audit trail tracking of voided, damaged, or nonprocessed checks.
- Allows checks to be voided individually or as part of a range.

## Reporting

- Available in both a detailed and summary format, the Consolidated Cash Flow report helps you forecast and better manage your company's cash. This report combines inflow from receivables, outflow from payables, and the current cash balances in the General Ledger to better analyze cash needs and determine whether a surplus or shortage exists. It also provides an early warning indicator when expenditures exceed projected receivables.
- Allows you to specify the cash account you want included in a report for specific cash analysis.
- Provides information for bank transactions—entered in the Accounts Receivable, Accounts Payable, and Payroll modules as well as Sage Payroll Services by CompuPay—to help you reconcile your bank statements more efficiently.
- Gives information on bank transactions and checks entered in the Cash Management module to help you reconcile the General Ledger module.
- Sends Instant Check amounts for vendors to Accounts Payable for 1099 reporting.

**“Our deposits are entered into the Cash Management module. All of our bank statements are reconciled through the module, saving us at least eight hours every month.”**

Shelley Rappaport, Controller  
Cyprian Keyes Golf Club