USL FINANCIALS

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USL FINANCIALS, INC.

USL Financials Accounts Payable contains all the functions necessary to track, distribute and pay invoices. This module integrates with the Purchase Order, Inventory Management, Project Accounting and Fixed Assets modules to price and quantify purchase orders created by the system.

On-line inquiries are fast and comprehensive with USL Financials. View a vendor's Invoice History, Open Items or Payments with complete filtering and sort capabilities, full drill-down to details and easy export to Excel and other MS Office Products.

FLEXIBILITY

Full security to enter, edit, post, and approve payable transactions.

PAYMENTS

Automated check processing for plain paper check printing on safety stock with MICR encoding; direct deposits, electronic payments and Positive Pay.

VOUCHERS

Track, distribute, and pay invoices. Easy management of recurring payables.

DOCUMENT MANAGEMENT

Ability to attach documents to ledger entries. Documents can be attached/scanned prior to, during or after ledger entry and retrieved during reporting or inquiry.

ONLINE HELP

USL Financials contains context-sensitive, online help for all features and functions of the system.

WORKFLOW

Workgroups allow departmentalization and different approval paths for transactions.

KEY FEATURES

General

- ✓ Full security to enter, edit, post and approve payable transactions.
- ✓ Optional Workgroups for distributed processing.
- ✓ Optional batch processing with workflow, supervisory reassignment, edit, review and posting.
- ✓ Comprehensive query and reporting.
- ✓ Allows numeric or alphanumeric vendor numbers up to 12 characters in length. Optional automatic numbering of new vendors entered into the system.
- ✓ Easy export and import with validation to/from Excel and other Microsoft Office products.
- ✓ Handles unlimited recurring payable entries, either fixed or variable amounts.

Vendors

- ✓ Easy Vendor maintenance and user defined fields.
- ✓ Fast, on-line, comprehensive vendor account inquiry.
- ✓ Keeps a full vendor history showing the details of all entry and payment activity for as long as you want to keep it.
- ✓ Alternate vendor names can be designated for check-printing, 1099's etc.
- ✓ Vendor purchasing addresses are maintained separately from the vendor's remittance address.
- ✓ Vendors can be designated as temporary and easily purged from the system.
- ✓ Optional Sales and Use Tax.

Workflow

- ✓ Workgroups allow departmentalization and different approval paths for transactions.
- ✓ Multiple batches have a 1 tier approval between user and supervisor.
- ✓ Supervisory edit, redirection or reassignment of batches.
- ✓ Optional email notifications.

Payments

- ✓ Automated check processing for plain paper check printing on safety stock with MICR encoding.
- ✓ Electronic payment option (EFT, ACH, Wires, P-Card, etc.).
- ✓ Positive Pay option.
- ✓ Allows for separate checks to be printed for designated vouchers.

Vouchers

- ✓ Track, distribute and pay invoices.
- ✓ Supports entry and modification of new payable vouchers, open item adjustments and voucher cancellations.
- ✓ Ability to attach documents to vouchers. Documents can be attached/scanned prior to, during or after voucher entry and retrieved during reporting or vendor inquiry.
- ✓ Easy management of recurring payables.
- ✓ Payable account distributions can be made by dollar amount or percentage.
- ✓ Distribution codes can be set up to automatically distribute payables by percentage.
- ✓ A 50 character reference description field is provided on the accounts payable transaction screen. This reference can be optional or required, printed on check stub and optionally transferred to General Ledger.
- ✓ Optional Voucher Approval prior to voucher and check processing.

1099s

- ✓ Flexible 1099 processing for all 1099 payment types and by fund for unique TIN numbers on both paper forms and electronic formats.
- ✓ Allows for multiple 1099 years being open simultaneously.
- ✓ Allows for 1099 "adjustments" and entries for amounts not paid through USL.
- ✓ Supports entry and modification of new payable vouchers, open item adjustments and voucher cancellations.
- ✓ Alternate addresses specifically for 1099s.

Reports

- ✓ Standard Access/Crystal Reports
    - ◆ Payment Register History
    - ◆ Excess Checks
    - ◆ Vendor History
    - ◆ Vendor Labels
    - ◆ Vendor Information
    - ◆ Distributions to General Ledger

- ✓ Datasheet Reports with drill down
    - ◆ Vendor Activity
    - ◆ Payment Register
    - ◆ Distributions to General Ledger

- ✓ On-line Inquiry
    - ◆ View Vendor Invoice History
    - ◆ View Open Items
    - ◆ View Payments by Month
    - ◆ View Payments

Security

- ✓ Full USL Database, Module, Menu, Function, Action and Account Level security options relative to the system security.
- ✓ Full security by Delivery Location in PO and PQ.
- ✓ Departmental Security via Workflow in all modules.

Minimum System Requirements

- ✓ SERVERS

    File Server
    - ◆ Dual Core, 2.3 GHz or better
    - ◆ 4GB RAM (32-bit Windows Server) or 8GB RAM (64-bit Windows Server) sized by need
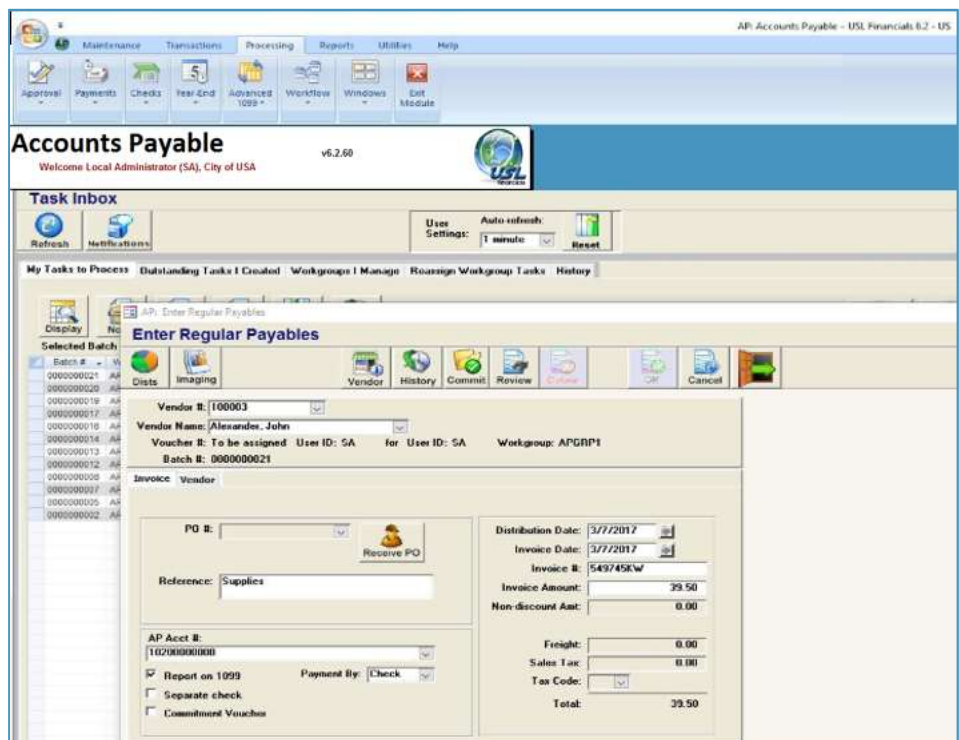   - ◆ Windows Server 2008 R2 – 2019/R2 (64-bit recommended)

    SQL Server
    - ◆ Microsoft SQL Server 2008 R2 – 2019 (64-bit recommended)

    RDS/Terminal Server (if utilized)
    - ◆ Dual Core, 2.3 GHz or better
    - ◆ 4GB RAM (32-bit Windows Server) or 8GB RAM (64-bit Windows Server) sized by user count
    - ◆ Windows Server 2008 R2 – 2019/R2 (64-bit recommended)
    - ◆ Microsoft Office Pro 2010 – 2019/365 (32-bit only)

- ✓ CLIENT WORKSTATIONS

    - ◆ Core 2 Processor, 2.3 GHz or better
    - ◆ 2GB RAM or better
    - ◆ Windows 10 Pro/Enterprise (64-bit recommended)
    - ◆ Microsoft Office Pro 2010 – 2019/365 (32-bit only)

Contact us:

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