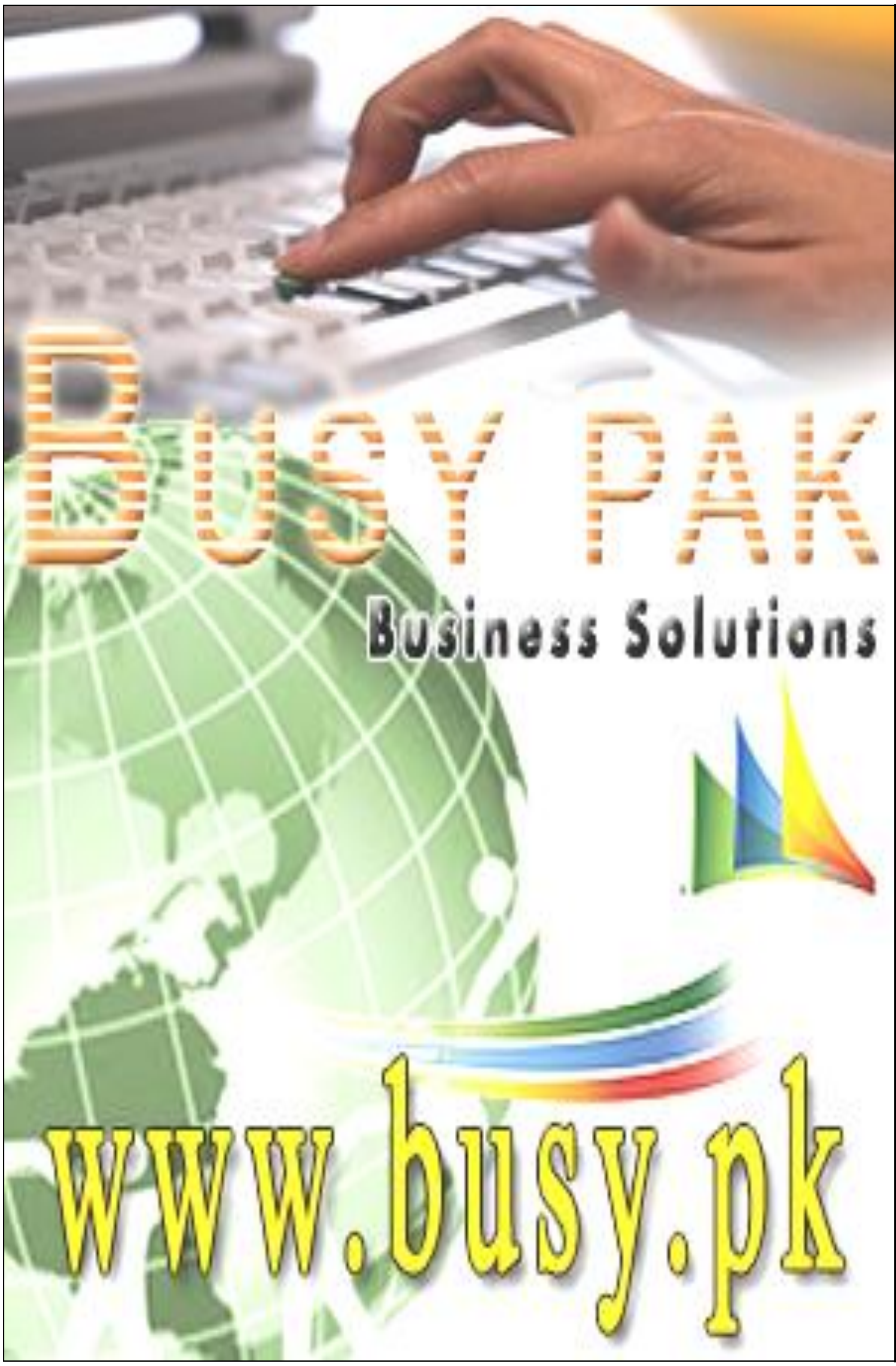

Busy®

BUSINESS ACCOUNTING SOFTWARE

Integrated
Accounting & Inventory
Software

with
SALES-TAX

Invoicing
Registers
Summaries

Easy-Powerful-Affordable

Serving Society Through IT

Busy®

For further information
Please contact :
BUSINESS SOFTWARE SOLUTIONS
Mobile: 0333 – 3660117
Email: abraiz@busy.pk
www.busy.pk

Business Accounting Software

Standard Features List

- *Completely Code-less*

  No need to create complicated codes for Items, Accounts and Material Centers. BUSY recognizes all these with their names
- *Multi-Company Accounting*

  Create as many companies as you wish; their data located in any partition of the disk, or located anywhere in the Network or even on FTP sites.
- *Multiple Years Accounting*
- *Multiple Voucher Series for each Voucher Type*

  Multiple numbers of Voucher Series can be created; their configuration and numbering can be independent of each other.
- *Definable Flexible Voucher-numbering system*

  Numbering can be manual or automatic, with Prefix and Suffix, optionally padded with any character of up to 9 digits. The numbering feature can also be switched off.
- *User-definable 10 Optional Fields in Masters / Vouchers*

  Upto 10 optional fields can be created in each voucher types and voucher series.
- *Multiple levels of Grouping of Accounts / Items / Material-centers*

  Since it is codeless the level of grouping and sub-grouping can be done up to any level.
- *Voucher entry while viewing reports & vice-versa*

  This is activated by use of short-cut keys
- *Voucher Cancellation*

  Any voucher can be cancelled and their status-report can be maintained. Such cancelled vouchers can be activated any time.
- *Zoom-down / Drill-down from any Report, right up to the Voucher Level – Source Document*
- *Print Preview of all Documents and Reports*
- *Search, Sort and Filter option in nearly all Reports*
- *Definable Short-cut Keys*
- *Definable Favorite Menus*
- *All Books of Accounts & Final Results*
- *Hierarchical Trial Balance (7-Column)*
- *Balance Sheet with various Schedules*
- *Outstanding Reports - Nett Amount Basis*
- *Outstanding Reports - Bill-by-Bill Basis*
- *Ageing Analysis (from Bill-date / Due-date)*

  Configurable Ageing Analysis time-slabs. Create your own time-slabs. Bill-wise/Due-date-wise Receivable and Payable Report with number of days.
- *Payment Reminder Letters-SMS (Configurable)*
- *Statement of Account Letter (Configurable)*

  Fully configurable, with the features of mail-merge.
- *Daily / Monthly Summaries of Accounts / Groups*
- *Columnar Accounts Register (Configurable)*
- *Columnar Cash / Bank Book (Columnar)*
- *Interest Calculation*

  Multiple Slabs based on Amount & Days
- *Bank Re-conciliation*

  Cleared, Un-cleared and All Entries Reports
- *Depreciation Chart*
- *All books of Inventory*
- *Stock Ledger*
- *Hierarchical Stock Status*
- *Stock Valuation (Global as well as Individual) on Multiple Methods*
- *Multiple Material Centres with Multiple level of Grouping*
- *Daily / Monthly Summaries of Items / Item Groups*

- *Critical Levels Reports*
- *VAT Invoicing (Tax / Retail)*
- *Multiple Taxes in Single Invoice*
- *Optional Item details printing in Ledgers*
- *User-Configurable Invoicing*
- *Tax Inclusive / MRP Billing*
- *Standard Document Printing*
- *User-configurable Documents*

  Accounting Vouchers
  Purchase Invoice
  Sales Return / Purchase Return Invoice
  Receipt / Payment Advice
  Debit / Credit Note
  Sales / Purchase Order
  Delivery Note / Goods Receipt Note
  Stock Transfer Memo

- *Sales / Purchase Type Summary*
- *Sales / Purchase Tax Summary*

  As required by Tax department

- *Sales Tax Registers*
- *Cash Flow / Funds Flow*
- *Ratio Analysis*

  a. ***Liquidity Ratios***
     i. *Current Ratio*
     ii. *Quick Ratio*
  b. ***Turnover Ratio***
     i. *Inventory-Turnover Ratio*
     ii. *Average Collection Period*
     iii. *Receivable-Turnover Ratio*
     iv. *Fixed Assets-Turnover Ratio*
     v. *Total Assets-Turnover Ratio*
  c. ***Leverage Ratios***
     i. *Debt-Equity Ratio*
     ii. *Debt-Asset Ratio*
  d. ***Profitability Ratios***
     i. *Gross Profit-Margin Ratio*
     ii. *Nett Profit Margin Ratio*
     iii. *Return on Investment*
     iv. *Return on Equity*
     v. *Return on Working Capital*

- *Masters / Vouchers Statistics*
- *Sales / Purchase Analysis Reports*

  Item-wise

  Party-wise

- *Pop-up Calculator*

  Pressing F10 shows a pop-up calculator. Use it and paste the result directly from the calculator to the desired field

- *User-definable Warning Alarms*

  Set warning alarms and optionally block data entry for Negative Cash, Negative Stock, Min., Max., Re-order Levels etc.

- *Year-wise Data Back-up and Restore*
- *Data Freezing*

  Full Freezing of Data upto a given date
  Partial: Apply freezing to all or some series upto a given date

- *Fully User-definable Access Rights*

  Various options to choose from. Only those menu items appear on the screen for which the rights have been given to the user.

-
- *Import Masters from MS-Excel / Text File*
- *Powerful Query System*

  Query on any field of any Voucher; thus giving the user complete power to extract information from any data.

- *Price-List Printing*
- *Merging of Account / Item Masters*
- *Bulk Updations & Voucher Replication*

  a. *Field entry-types can be set as Fixed, Variable and Semi-variable*
  b. *6 types of Bill Sundry details can be entered*
  c. *3 Types of Bill Settlement can be entered in one Bill:*
     i. *Cash*
     ii. *3 types of Credit Cards*
     iii. *Cheque*
  d. *Balance or all amount of the Bill can be debited to Customer's Account and subsequently his ledger can be maintained*

- *Bills Reference Management*
- *Reports Export (Plain File / HTML / PDF / MS-Excel)*

- *Context-sensitive Help*
- *Quick Start Guide*
- *User's Manual*
- *Accounting Knowledge Documents*
- *Images / Notes in Account / Item Masters and Vouchers*

  Input images and notes of individual items and accounts. Image of individual Serial number of items can also be input.

- *Multi-Currency Accounting*

  Any number of currencies can be set together with their conversion factor

- *Cost Centers with Multiple level of Grouping*

  To track Project-wise costing

- *Handling of Post-dated Cheques (PDC)*
- *Broker / Salesman : Sales & Commission Report*

  Option to set commission on lump-sum, percentage and quantity-wise.

- *Sub Ledger*
- *Royalty Calculation (for Book Publishers)*
- *Ageing Analysis on FIFO Basis*
- *Ledger Abstract Report*
- *Party Abstract Report*
- *Sales / Purchase-Order Processing*
- *Pending Sales Orders*
  - *Party / Item-wise*
  - *Item / Party-wise*
- *Pending Purchase Orders*
  - *Party / Item-wise*
  - *Item / Party-wise*
- *Order Cancellation*
- *Provision to cancel any order*

Invoice / Challan Generation from Orders

- *Sales / Purchase Challan*

  Multi-DC → One / Multi Invoice
  One DC → One / Multi-Invoice

- *Material Issue & Received Vouchers and their Analysis*
- *Sales / Purchase Return in Sales / Purchase Vouchers*
- *Minimum / Maximum / Re-order Level Maintenance*
- *Primary and Alternate Unit for each item*
- *Batch-wise Inventory with Date of Manufacture & Expiry*
- *Provision for FREE QTY in Inventory Vouchers*
- *Item-wise Serial No. and Warranty Tracking*

  Item Serial Number
  Installation Details
  Description
  Warranty
  S-No.-wise image
  S-No.-wise value
  Item S. No. Stock
  Item S. No. History
  Item S. No. Ageing

- *Stock Ageing on FIFO Basis*
- *Multiple Price-Lists for Items*
- *Item-Qty-wise Price / Discount Slabs*
- *Party-wise Price Structure for Items / Item Groups*
- *Multiple Price-list for Items*
- *Multiple Price Structures*

  Party-wise / Qty-wise / Category-wise

Provision to update Item Prices on various Criterion

- *Stock Journal Entry*
- *BOM / Production Planning*
- *Production Variance Report*
- *Production / Un-assemble*
- *Allocation of Expenses to Items*

  Value-addition; such as labour charges, cartage, utilities etc incurred on manufacture or purchase of the goods

- *POS Invoicing*
- *Design any number of the following documents :*
- ***Fully User-configurable Designs.***

  Use Plain / Pre-printed Stationery
  Option for Fonts, Colors & Logos
  Option to Print Outer Box, Horizontal & Vertical Lines
  Multiple-taxes in Single Invoice
  Tax Inclusive / MRP Billing
  Point-of-Sale (POS) Billing

a. *Sales Invoice / Purchase Invoice*
b. *Purchase Order / Sales Order*
c. *Payment Advice With Cheque Printing*
d. *Delivery Order / Delivery Challan /GRN*
e. *Gate Pass*

In Receipts / Payments

Warning for PDC entries at the time of start-up
Option to view Ledgers/reports with or without PDC entries
PDC details report which may include one Bank or all Banks.
Regularize PDCs By Check Mark.

- *Profitability Reports : Bill-wise, Item-wise, Item Serial-No.-wise, Party-wise*
- *Data Checklist*
- *Blocking / Un-blocking of Account and Item Masters*
- *Activation / De-activation of Account and Item Masters*
- *Multi-Company Results*

Combine the data of multiple companies to get the following combined Reports:

- *Balance Sheet*
- *Trial Balance*
- *Account Group Balance*
- *Stock Status*
- *Item Group Balance*
- *Stock Ledger*
- *Item-MC Ledger*
- *Bills Receivable*
- *Bills Payable*
- *Ageing Receivable*
- *Ageing Payable*

UTILITIES

- *Data Freezing*

Full Freezing of Data upto a given date
Partial: Apply freezing to all or some series upto a given date

- *Pop-up Calculator*

Pressing F10 shows a pop-up calculator. Use it and paste the result directly from the calculator to the desired field

- *Notes / Task Manager*
  Enable this feature to take random notes set up category-wise. This note can be set to show at the start of the program
- *User-definable Access Rights*
  Various options to choose from. Only those menu items appear on the screen for which the rights have been given to the user.
- *User-definable Warning Alarms*
  Set warning alarms and optionally block data entry for Negative Cash, Negative Stock, Min., Max., Re-order Levels etc.
- *Bill Settlement details*
  Enter any amount received as advance etc directly in the Sale Invoice. For retailers enter the different types of settlement modes.
- *Account / Item Labels Printing*
  Design your own labels/stickers of Accounts and Items.
- *Merging of Accounts / Items*
  Merge entries of two accounts /Items
- *Synchronization of Masters*
- *User-wise Data Check-list for Added, Modified and Deleted Vouchers*
- *Data Export / Import (XML / MS-Excel)*
- *Reports Export (Plain File / HTML / PDF / MS-Excel / JPEG)*
- *Bills Reference Adjustment Wizard*
  Manually / Automatically adjustment of Bill references
- *Batch Deletion of Masters & Vouchers*
  Delete all or series-wise vouchers
- *Voucher Replication*

- *Budgets / Targets / Credit Limits*
- *Consumption Analysis*
- *Direct E-mail / SMS*

Send SMS to one account or group of accounts. Ideal for sending notification of goods dispatched, invoice issued, payment received or announcement of schemes and promotions.
Bulk SMS through Mobile Device or through API
Email Reports and Documents directly from within the program or routed through Outlook

- *SQL Query Executor*
- *Data Export / Import (XML / MS-Excel)*

Enterprise Features

Voucher / Master Approval System

By this feature, Owner can control the posting and printing of Masters and transactions unless approved by him or any authorized user. This feature helps the authenticity of data and also minimizes the wrong posting of entries in books.

Triggers

Triggers refer to intimating a person about the specified condition. Super User can create triggers for various conditions that can appear at the time of data entry. Administrator have the option to send message, Email or SMS to a person whenever the condition specified for raising Trigger will be met.

User Activity Log

This is an advanced tracking system by which complete activity of any user can be tracked like user Log-in / Log-Out time, Reports Viewed / Printed, Data Modified / Exported etc.

Message Center

This is an internal e-mail system by which e-mails can be exchanged between different users in same database / Company.

Master Series Group

By this feature, Masters (like Accounts, Items etc.) can be tagged with users and that user can only operate with those masters. At the time of voucher entry and reports, only those masters will be visible which are allocated to that user.

Multi-Branch Management

By this feature, multiple branches can be managed in online as well as in offline data entry mode. This feature is useful for the companies that have various branches at different locations.

Head-office / Branch-office Data Synchronization

This features helps in auto merging of Branch's data in Head Office. By this feature, Branch will operate in its own premises (without internet) and data will merge with Head Office data after periodic intervals

Points to Remember :

- *"HO-BO Data Synchronization" feature is available in Enterprise Edition only.*
- *At Server System, (where data will merge), Enterprise SQL Client version is mandatory.*
- *In case, data is sent from remote location, Static IP is required at server location.*
- *Internet connection is required only at the time of data sync.*
- *In HO-BO model, there is separate data files of every branch stored in their local computers. Head office has separate & consolidated data of all branches.*

Services | Training

Services like Implementation, Training and Support chargeable extra, as applicable

- *Annual Maintenance Contract or Yearly Charges are mandatory.*
- *No Re-installation Charges: Installation CD provided*
- *Flexibility to switch computers in case of malfunction : Hardware Lock / Security Device (Dongle) provided*
- *Online Help, Quick Start Guide, User's Manual (with screen-shots) and Knowledge Documents (with charts and diagrams) provided on CD*
- *Implementation, Training and Support by qualified and experienced professionals*
- *Trainee will be trained for the following Tasks*
    - *Setting up of Accounts*
    - *Setting up of Items*
    - *Input Methodology for Data Entry Screens*
    - *Data Entry Procedures*
    - *Creating Masters*
    - *Generating Relevant Reports*
    - *Exporting of Reports to Multiple Formats*
    - *Vouchers Configuration*
    - *Register Designing*
    - *Data Backup /Restore*
    - *Necessary Configuration*
- *They will be trained on the best use of the software together with trouble-shooting aspects.*
- *Support For Initial Configuration, Training and related Issues Will be provided.*
- *Support Also Includes Bugs Removing / Problem in Reinstallation, Dongle Detection*
- *Only Online Support via Phone / Team Viewer / Skype would be provided.*

Prerequisites:

a. *The trainee should be computer literate and must have some basic knowledge of principles of accounting.*
b. *If there is a Fast Computer with at least 8 GB Ram, then it would be an added advantage for you to prepare it as Server.*
c. *The Computers of all users should be up to date, at least Core2Duo and 2GB Ram for Fast Processing of Reports.*
d. *The Local Area Network (LAN) should be properly Configured.*
e. *The Network Printer is to be configured properly.*
f. *For Better Data Protection and to avoid damage or loss of Data, there should be a UPS attached with the Server.*
g. *For Creating Auto Backup of Data, Internet Connection Should be Fast.*
h. *Customer is required to provide accounts /items in EXCEL Format as described below if he desires to import masters by us.*
i. *The Format for Accounts is as described below.*
   a. *Customer Name / Vendor Name*
   b. *Customer Code /Alias*
   c. *Print Name*
   d. *Group*
   e. *Address Line 1,2,3,4*
   f. *Telephone*
   g. *Mobile*
   h. *Email*
   i. *GST No*
   j. *CNIC*
   k. *Opening Balance Debit / Credit*

Format for Items is as described below.

   a. *Item Name*
   b. *Item print Name*
   c. *Item Group*
   d. *Main Unit*
   e. *Alternate Unit*
   f. *Conversion factor*
   g. *Opening Stock*
   h. *Opening Value*

Some of the Users of Busy

TYFON TOTAL CONTROL

KAGZI PRINTERS

Indus Pencil Industries (Private) Ltd.

AHBAB

CLIPSAL

CHEMPRO

PBA PAKISTAN BROADCASTERS ASSOCIATION

DUX

EXCEL CNG

fintex

adamjee PANTHERHOLDINGS

telenor Franchise
I & U Communications
Authorized Distributor of Telenor Pakistan (Pvt) Limited
Renala Khurd.

ZAAD ENTERPRISES
hp Registered Resellers
invent

iTech Authorised Reseller
LUNAR The Sign of Quality

captain POULTRY COMPLEX (Pvt.) LTD.

APNA CHANNEL

DataFlow

INTRACHEM

POLANI TEXTILES
Manufacturer & Exporter of Terry Products, Textile Fabrics & Madeups

Royal
Royal Trend

TSM
TUWAIRQI STEEL MILLS

BIOTECH PAKISTAN

Sand Bloom (Pvt.) Ltd.
Dubash Group
Pestonjee Bhicajee of 1855
Committed to Excellence
Bena'Co
Karachi

JAFFRANI BROTHERS
MIAL
JAFFRANI IRON
AL-FAROOQ IRON
GROUP

Khan Petroleum
Non Stop Fuel Supply Service
PSO
Shell
CALTEX

Blue Lines
Smart Transport

PIERLITE

ego

Consul Sox
(Pvt.) Limited

SHADCO
SHADCO (PVT) LIMITED

PAK GREASE
ISO 9001-2000 CERTIFIED

CITY LINKS
Security & Network Solutions
ISO 9001

STAR COTTON
(PVT) LTD

Physician
Select International
of USA

MUSTAFA
COMPUTERS & PERIPHERALS

FLAIR

NASSCOM®

Benlays
CONSUMER PRODUCTS

For Further Details:
Contact: 0333-3660117.