

# REALTIMME ACCOUNTING SOFTWARE



**Book-Keeper Version.....Your accountant's tools**  
 For Small and medium business enterprises,  
 A preferred solution for today and tomorrow's business needs



**“Home grown, developed by CPA and tested by accountants...  
 ...enjoyed by thousands of delighted customers since 1997”**

- Keep unlimited sets of company accounts
- True multi currency features and reporting
- Cross Rate feature, handles 3<sup>rd</sup> currency transaction
- Auto calculate actual foreign exchange gain/loss in AR and AP
- Revalue unrealised outstanding foreign balances at a click of a button
- User defined ageing date with roll back ageing date capabilities
- Instant updates of all accounts right to P&L and Balance Sheet, no more batch posting
- Easy to learn DIY training video CD provided, save money and time
- Management and audit reports included
- Forms and reports layout easily modified by users
- GST reports with user defined tax rate
- Export selected final reports to Ms-Excel
- Wide range of upgrades and optional modules\* to choose from as your business expands
- 可输入中英文字母
- ...& many other features to suit your budget and needs



**Training VCD**

**Call Tel : +65 6297 7623 for a no obligation onsite demo**

A fully integrated 3-in-1 packages: Accounts Receivables, Accounts Payables, General Ledgers

*Realtime : We start with you ... We grow with you*



**Setup:** Easy one-step installation procedure from one CD.  
Built-in chart of accounts for immediate use minimizes setup time.  
One character fast code for speedier data-entry.

**Sales Journals:** Create and print your service invoice direct, update your sales journal and customers' a/c. Sales Ledger updated all at one single transaction posting.

**Cash Book:** Bank-in and cheques issued data-entries never been so easy.  
Indicate the payer or payee, the amount received or paying, the invoice numbers and amounts.  
Payment in full, partial, advance, on account, with discount, bank charges, all in one single entry

**Cross Rate features:** Pay your supplier in any third currency using your US dollar bank account or receive third currency to offset your customer's foreign currency in one single transaction journal. Then, **Click ...** And Bingo, your AR, AP and GL will be updated instantaneously. Check your Customers' or bank balances anytime with greater ease and confidence.

**Simplified Bank Reconciliation:** Needs no hassle to tally your bank statements to your bank records. Tick your Deposit and withdrawal transactions for non-presented cheques and your Reconciliation report will be generated.

**Recurring entries:** Increase productivity by recalling templates of previous entries such as payments, invoices, depreciations, rent and other recurring expense, etc...

**Realized / unrealized gain or loss** in foreign exchange auto-calculated in AR and AP and GL

**Debtors /Creditors:** Check their balances due from your computer screen in their own currencies or number of days overdue at a click away. Compare sales volume by months, salespersons, area. Print address labels, letter of reminders for delinquent customers. Ageing report is user defined ageing date

**Project Modules (Add on modules)** to manage projects' profitability analysis

**Copy and Paste:** Restore client's data into your PC, check the account, and pass adjustments, accruals, provisions or reclassify GL journals. Copy your journal entries and paste into client's Realtime system days later, without disturbing their daily entries.

## **REPORTS: ALL TRANSACTIONS WITH AUDIT TRIALS FOR AUDIT PURPOSES. GST REPORTS FOR GST RETURNS**

Management reports for credit controls and decision-making purposes.  
Statement of accounts, collection projections, various financial reports

**Customisable reports and Vouchers:** Free format for Sales Tax invoice, Official Receipts, Payment Vouchers, Debit /Credit Notes, Goods Returned Voucher.

### **Accesses and Rights:**

- Rights to do data-entry, to edit records, to delete, and to print
- Access to view can be given or denied to each user groups
- Prevents unauthorized or restricted users' access to sensitive information.
- Lock date controls after closing monthly accounts.

**Authorised Dealer:**

Call for a free demonstration today  
**@ Tel: 6 2 9 7 7 6 2 3**  
or visit us @ [www.realtime.com](http://www.realtime.com)