

Ledgersoft Suite

The Fourth Shift Ledgersoft Suite of products is designed to extend the functionality of the Fourth Shift Financial Management and Vendor Operations product suites.



Overview.

The Ledgersoft Suite of products is comprised of the fixed asset manager, purchase order requisition assistant, purchase order tracking, cash collection assistant, and cash flow assistant modules. These modules can be purchased as a suite or individually.

Benefits.

The Ledgersoft Suite helps you to:

- **Increase efficiency:** Ensure that information about assets, purchase orders, invoices, and shipments flows efficiently through your manufacturing enterprise
- **Improve productivity:** Automate processes to reduce the risk of human error and boost employee productivity, thereby saving costs

Features and functions.

Fixed asset manager.

The fixed asset manager module is integrated with both the Fourth Shift accounts payable and general ledger modules. Invoices entered into accounts payable can be sent to the asset manager, which creates a flag to add the asset into the system. Depreciation calculations can be created and sent to general ledger batches. The fixed asset manager functionality includes:

- Tracking and searching for assets based upon any data related to the asset—location, asset number, employee responsible, dates, etc.
- Depreciating assets within multiple books and multiple methods as well as tracking residual values and sale of assets
- Tracking maintenance contracts and services delivered on assets
- A cycle count process for fixed assets

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Purchase order requisition.

The purchase order requisition module provides a comprehensive mechanism for controlling and managing the approval of indirect expenditure requests. Purchase order requisition functionality includes:

- A work flow process to request purchase of non-inventory products
- Classification of expenditures according to the department for which the expenditure will be used and the type of expense
- Automatic routing of requests via email to the appropriate people or groups of people for approval
- Approval routing dependent upon any combination of the following factors: the nature of the expense; the value; whether an existing supplier is involved or not; and whether the expense is directly related to a customer or manufacturing order
- Line items that may be individually rejected or approved
- Attachment of related files or comments to each requisition as support or for clarification
- User notification—when users log in to the system, they are shown any requisitions awaiting their action
- The final step creates the purchase order to the purchasing module with “G” type lines

Purchase order tracking.

The purchase order tracking assistant provides information to track purchases coming from other countries. Purchase order tracking functionality includes:

- Tracking duties, taxes and landed costs for each shipment from a supplier
- Tracking the location of the shipment—arrival at the freight forwarder, progress of the vessel, and its arrival at the incoming port
- Setting-up check points and enter data to facilitate tracking of a shipment

Cash collection assistant.

The cash collection assistant supports the scheduling of credit personnel, planning, and recording collection call activity. The cash collection assistant is a complementary product to the Fourth Shift accounts receivable module. Cash collection assistant functionality includes the ability to:

- See all invoices and credit memos for a customer in one list
- Record calls on a single invoice or a group of invoices
- Schedule calls and get reminders to make the calls
- Keep special customer information about the contacts and excuse codes

Cash flow assistant.

The cash flow assistant provides a look at all the Fourth Shift transactions affecting cash flow—including unshipped customer orders, yet-to-be-received purchase orders, accounts receivable (AR) and accounts payable (AP) invoices—and allows users to enter possible expenditures or cash inflow. Cash flow assistant functionality includes:

- Graphs and charts that display information affecting cash flow
- Importing AR and AP invoices, purchase orders, customer orders and credit memos from Fourth Shift to the cash flow assistant
- The ability to enter “what if” expenditures/cash receipts and see the resulting impact on cash flow
- Saving “what if” scenarios for reference

To learn more about how the Fourth Shift LedgerSoft suite of products can enhance your manufacturing business, contact your Fourth Shift representative or visit www.fourthshift.com.

SoftBrands
800 La Salle Avenue
Suite 2100
Minneapolis, MN 55402
USA
612 851 1500
612 851 1560

Infor Corporate Headquarters
13560 Morris Road
Suite 4100
Alpharetta, Georgia 30004
USA
866 244 5479
800 260 2640
www.infor.com

Contact your local
Infor office regarding
availability of products
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