Sistrade Software
Administrative
&
Financial Management
MIS | ERP

GET TO KNOW SISTRADE

SISTRADE – Software Consulting, S.A. is an information systems company with know-how in software development and consulting service for different areas, including industrial companies. SISTRADE main goal is to offer the market the best information systems tools, in order to help its customers to improve their performance in all the critical business processes.

Sistrade® MIS | ERP is a configurable solution and the modules can be adapted to specific needs of each company, avoiding the implementation of a package which is too generic and will not be used at 100% of its capacity.

Technology

All Sistrade® solutions use Microsoft SQL Server support database. It is a relational database which optimises IT environments, providing a safe and reliable platform for data analysis and management. SQL Server delivers fundamental technological advances in terms of information repository for collaborative users and adds value to the organizations.
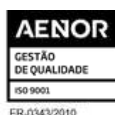
Sistrade® modules also incorporate an engine based reporting (SSRS - SQL Server Reporting Services) in multidimensional perspectives and adjusted to the profile of each user.

Markets

Printing & Packaging Industry
Labels & Flexible Packaging Industry
Security Printing Industry
Metalworking Industry
Plastic Extrusion Industry
Publishing Industry
Wire and Cable Industry
Baler Twine Industry
Netwrap Industry
Beverage Industry
Service sector
Commercial sector

SISTRADE is also certified in the standards NP 4457:2007 and ISO 9001:2015

AENOR
GESTÃO
DE QUALIDADE
ISO 9001
ER-0343/2010

IQNet
CERTIFIED MANAGEMENT SYSTEM

AENOR
GESTÃO DA IDI
NP 4457
IDI-0014/2010

W W W . S I S T R A D E . C O M

Key points

+ 3000 Users

+ 20 Countries

4 Continents

Industry 4.0

Detailed reports

SQL Server

Cloud Based

Easy Interface

Multi-device

Flexible and adaptable

+ 15 Languages

Business Intelligence

Sistrade ERP Software - Administrative & Financial
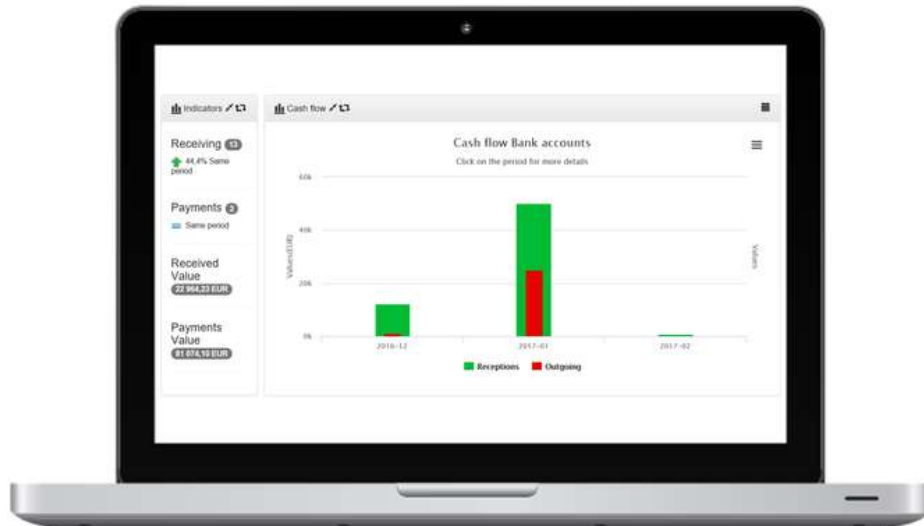
Financial Management

Financial Management is a set of actions and administrative proceedings involving the planning, analysis, and control of the company financial activities, to maximise the economic and financial results from its operational activities.

Main Features

- Management of invoices to customers and from suppliers
- Management of agent and salesperson commissions
- Cost management
- Current accounts
- Payments delays
- Expiration alerts
- Banks management

- Control of cheques and bills
- General, Analytical and Budgetary Accounting
- Real-time analysis of global financial status
- Automatic synchronisation of data across the company
- Direct export of legal documents to the Finance Portal

Sistrade ERP Software - Administrative & Financial

Treasury

Current Accounts

- Make **direct entries in the current accounts**
- **Register settlement and reconciliation of documents**, for customers and suppliers
- **Create cash settlements of customer and supplier documents** launched in the system
- **Manage pending payments** from customers
- **Manage closed payments** to suppliers
- **Manage credit or debts transfers** between customers or suppliers
- **Create, validate and accept document groups**
- **Automatic issuance of settlement confirmations** to be sent to customers and suppliers

Reports & Analytics

- Current account balance sheet and search
- Statement of settlements
- Pending statements
- Complete report of all documents of a third party
- Customers, suppliers and other debtors & creditors payments delays

Sistrade ERP Software - Administrative & Financial

Treasury

Current Accounts

- **Direct connection to bank accounts**
- **View and automatically manage exchange rates**
- **Create lots related to a factoring entity**
- **Management of Cash flow:**
  - Management of financial document portfolio
  - Management of the remittance documents
- **Automatic integration with General and Analytical Accounting module**

Vendors and Agents

- **Management of Agent and Salesperson commissions in three ways:**
  - Sales over the invoiced/charged
  - Fixed percentage over the invoiced/charged during a certain time period
  - Variable over the invoiced/charged during a certain time period, according to ranks or objectives
- **Payment and summary of commissions monthly or quarterly**

Reports & Analytics

- Due-date notice
- Notices of collection
- Suppliers payment sheet
- Print receipts by range of documents
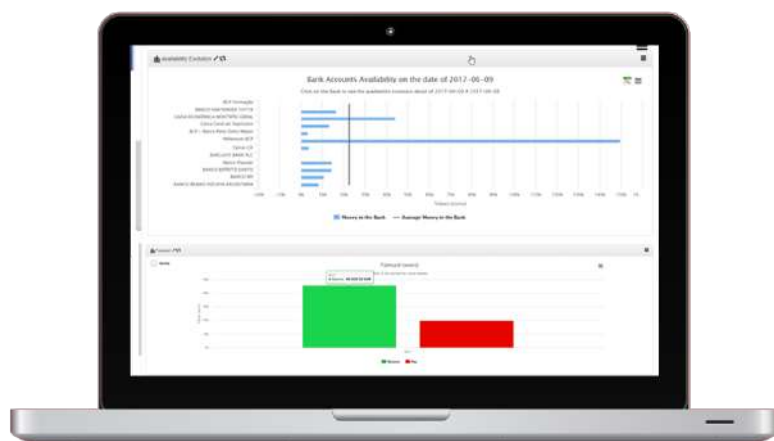- Customer and supplier virtual wallet

Sistrade ERP Software - Administrative & Financial
Treasury

Control of Payments and Receivables

- Define **typical entry transactions**
- Pre-program **automated entries**
- **Perform and search entries**, and **view statements**
- Control **entries, bills, discounted securities and statements**
- Perform **entries of transfers between banks**
- Open of **one or more accounts for each bank**, and search each one individually
- Register and control **of several company accounts in different banks**
- Create, control, and view **statements of each account**
- **Bank statement reconciliation and management**
- **Integrate treasury entries** of deposits and transfers
- **Manage cheques and cash** from received payments
- **Manage bank cash flows and bank expenses**
- Perform **cash flow management** of the received cheques
- Create **customised reports**
- **Dynamic SmartStatistics** reports with complete information for analytical review

This module can also be integrated with Current Accounts, in such a way that the entries can be performed automatically by the system.

Reports & Analytics

- Account search and consultation
- Search of bills of exchange
- Suppliers' bills of exchange
- Report of issued/received documents
- Cheques control
- Bank account consultation

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General and Analytical Accounting

- **Integrated with other modules**
- General and analytical accounting with a **comprehensive reporting system**
- High level of **automation**, improving **efficiency** and **error prevention**
- **Define all typical entries** used by the organisation
- **Budgetary accounting**, which allows defining a budget in order to analyse the deviation between the real and estimated transactions
- **Cost centre management:**
  - Create and manage cost centre groups

- **Management of Charts and Plans:**
  - Define and manage all accounts of VAT Chart
  - Define and manage all accounts of the centre cost chart
  - Define and manage all cash flow plans
  - Define and manage all plan features

Reports & Analytics

- Account statement and accruals account statement
- Periodic VAT statement and accumulated VAT statement
- Cash flow statement
- Cost centre statement and accumulated cost centre reports
- Report of Journal
- Analytical VAT, Cost Centre trial balance
- Trial balance of accruals and final balance
- Journal of monthly summary
- Loss and profit statement balance sheet
- Regularisation Journal, Closing and Opening summary reports

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General and Analytical Accounting

Sistrade® accounting module allows automating the process, resulting in a secure and fast integration of accounting entries and calculations.
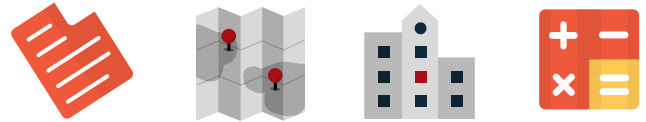
- **Open and close Fiscal years (Balance transfer):**
  - Manage accounting periods
- **Manage VAT and profit and loss clearance of the organisation**
- **Simulate VAT clearances**
- **Profit and loss clearance account**
- **Complete tax management, printing templates and automatic generation of official files** according to each country requirements
- **Profit and loss configuration:**
  - Balance, Income statement, Cash flow demonstration, Profit and loss demonstration by functions, Analysis of accounts, Recapitulative and other reports
- **Define and manage the integrations in accounting:**
  - Sales
  - Purchases
  - Treasury
  - Entry of deposits and transfers
  - Stocks
  - Wages
  - Fixed assets
- **Manage and configure connections for integrations, treasury documents, accounting, human resources, and stocks**

Reports & Analytics

- Accounting ledger
- Ledger balance sheet
- Trial balance of VAT
- Analytical trial balance
- Trial balance by cost centre
- Annual Return/Declaration and all its annexes

- Fiscal reports including Balance, Profit and Loss Demonstration, Account Analysis, Income Statement, IES, and others
- Dynamic Dashboards reports with general information for analytical review

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Fixed Assets Management

Key features

- Direct **integration with accounting**
- **Revaluations** (statutory and free)
- Individual **sheet of assets**
- **Handle and manage the entire lifecycle of fixed assets** - financial effects
- **Designed and optimised based on the new rules of IAS**
- Associate **Value, Interest Rate, Monthly Installment, and others**, to the lease-purchase of goods
- **List and manage assets with integration with other modules**
- **Registration of factories within the company**
- **Management of insurance policies**
- **Statement and management of depreciations**

- **Disposals**
- **Write-offs**
- **Repairs**
- **History of processes**
- **Management of homogenous groups**
- **Management of depreciation decrees**

Reports & Analytics

- Complete sheet of an asset and list of total assets
- Depreciation balance sheet
- List of revaluations
- List of depreciations, individual or by group
- List of write-offs
- Printing labels to identify the assets of the company

- General depreciation and amortisation report
- Capital gains and losses report
- Reintegration report
- Legal reports according to the Finance Portal publications
- Dynamic SmartStatistics reports with general information for analytical review

Sistrade ERP Software - Administrative & Financial

Human Resources

Administrative Management
- Employee Register
- Vacation Management
- Absence Management
- Management of SHHW
- Automatic payroll
- Work Schedule Management

Talent Management
- Performance Evaluation
- Training Management

Dashboards
- Internal reports
- Absences
- Vacations
- Performance Evaluation
- Payroll

Portal de Colaborador
- General data
- Company organizational chart
- Vacation schedule
- Training courses
- Performance evaluation

Administrative Management

- **Employee complete registration**
- **Court lawsuits** processes
- Maintenance of **advances**
- **Time & attendance** management system
- **Work schedule, absences, and vacations**

- Holidays and Christmas/End-of-year **allowances**, and employees **withholdings**
- **Compensatory time** management
- **Job forecasts**
- **Employee performance details**

Reports & Analytics

Internal reports
- Payroll
- Monthly and annual remuneration
- Annual employee income statements
- Absences
- IRS settlement

Legal reports
- Declaration of wages (TA)
- Monthly Income Statement
- Survey on Income and Work hours
- Labour Compensation Fund

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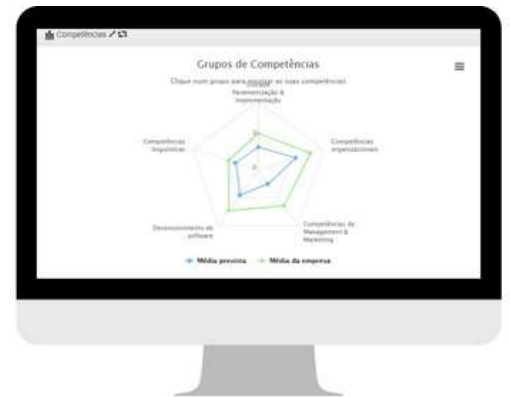
Human Resources

Talent Management

- **Training Management:**
  - Registration, attendance and evaluation
  - Registration, attendance and evaluation report
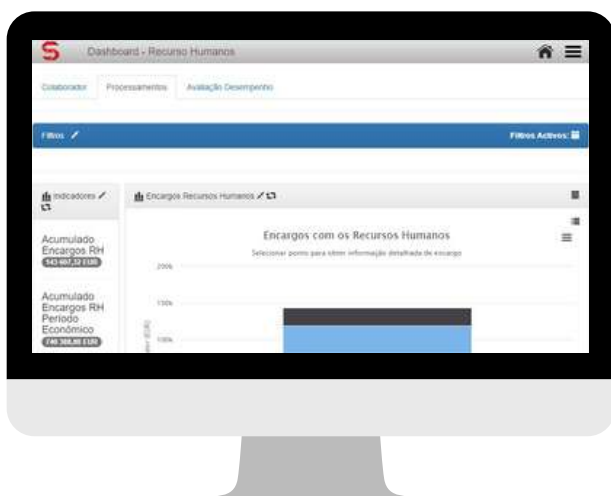 - Certificates

- **Performance Evaluation:**
  - Skills evaluation
  - Evaluation criteria
  - Evaluators and evaluated
  - Response analysis
  - Forecasted vs. actual results analysis
  - Forecasted results for the next evaluation
  - Action plan

Employee Portal

- General data (personal and professional)
- Company organizational chart
- Vacation schedule
- Performance evaluation
- Planned training courses

Dashboards

- Absences
- Vacations
- Employment Contracts
- Work Schedules·
- Payroll
- Performance Evaluation

Sistrade ERP Software - Administrative & Financial
Dashboards

Analyse information about returns to the supplier and average delivery time, product consumption, bank account cash flows, work efficiency per employee and other information with Sistrade® Dashboards for different business areas.

All the data are delivered in a user-friendly interface, which facilitates the analysis of important information.

This tool allows the creation of different dashboards for the following business areas:

- Administrative
- Financial
- Accounting and Treasury
- Fixed Assets
- Commercial and Estimating
- Sales

- Procurement and Purchases
- Stocks
- Production
- Equipment Maintenance
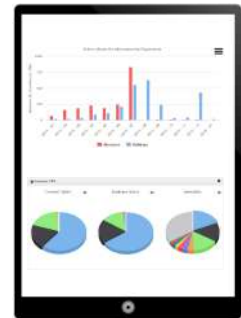- Human Resources
- Quality Control

All modules have the most relevant indicators to be presented in each area, such as:

- The accumulation of invoicing in sales
- The occupation of the stocks in the warehouses
- Approved production orders in production
- The total of debit and credit in accounting
- The number of active employees in human resources
- The differences between current values and depreciated values in fixed assets
- The bank account cash flows and receipts vs payment analysis in treasury
- And many other, as all the data can be customised to show the information your company needs

Sistrade ERP Software - Administrative & Financial
Dashboards

Dashboards applied to **Treasury** allows the visualisation of charts and reports of:

- Payments and receipts, for total quantities and values
- Bank account cash flow, according to debits and credits
- Debit and credit forecast daily, monthly or yearly
- Evolution of financial availability
- Agent and salesperson commissions situation
- Clients and suppliers debts

Dashboards applied to **Accounting** allows the visualisation of charts and reports of:

- Total debit and credit
- Values of inventory
- Expenses
- Incomes

Dashboards applied to **Fixed Assets** allows the visualisation of charts and reports of:

- Number of assets
- Value of assets
- Totally depreciated assets
- Actual value vs depreciated value of assets
- Assets revaluations, disposals, and write-offs
- Type of assets and homogeneous group

Dashboards applied to **Human Resources** allows the visualisation of charts and reports of:

- Number of employees, employees on vacation, employee absences and situation
- Types of contracts
- Schedules
- Medical consultations and examinations
- Work accidents and occupational diseases
- Training actions
- Human Resources accumulated charges, in total or by period
- Information about salary values
- Monthly payments, in cash, cheque or transfer, and by department

Sistrade ERP Software - Administrative & Financial

Business Intelligence

All management areas allow the user to perform analysis, by crossing multiple dimensions and metrics, applying filters to any dimension of analysis in a fast and simple way. Information hubs are set to the needs of each company, allowing the information to be explored. The results can be displayed analytically and graphically using any device: PC, Tablet, Smartphone, or other. The information can be updated hourly, daily or on weekly basis, and the user can set its latency, this way the business owners have correct and updated data results. Sistrade® BI allows exporting data results to PDF, Excel and Word files. As Microsoft Golden Partner, SISTRADE uses exclusively Microsoft Technology.

Main Features

Real time key information

Data predictability

Deviations and irregularities visualisation

Critical data measurement

Increase profitability

Quick view of the **information about several business areas**:

- A cube with the information of each area is built and published in an analysis service database
- Multi-dimensional analysis tool, 100% Web based, responsive and user-oriented, which allows aligning the results to the commitments and interests of each company focused on previously established goals
- The managers are able to make quick and assertive decisions, using dynamic and appealing dashboards
- Provides information and results focused on business challenges
- Tool is fully integrated with Sistrade® ERP using its database as information source
- Multi-language and multi-company tool
- Results are displayed focused on the customer and can be customised to the needs of each company

Sistrade ERP Software - Administrative & Financial

Business Intelligence

Sistrade® BI offers the following areas of analysis as information hubs:

- Financial and Administrative Management
- Commercial Management
- Stocks & Purchases
- Production Management
- Quality Management
- Asset Management

Sales dashboard contains sales and financial analysis allowing:

- Sales by profit margin analysis
- Product invoicing
- Payments to suppliers
- Receipts from customers

Purchases dashboard contains the analysis of Purchases and Stocks allowing:

- Major suppliers' analysis
- Most purchased products
- Inventory
- View inventory turnover rate

Production dashboard contains production indicators, with the possibility to:

- Analyse deadline compliance rate, by presenting the satisfaction rate among agreed delivery date and actual delivery
- Analyse job order costs (actual cost vs estimated vs sales value)
- Analyse setup time rate to get the percentage of setup time over total production, allowing to check the setup time of machines to carry out a given production
- Analyse the availability ratio: a period of time the machine/section/plant should work vs the time it is working

Sistrade MIS | ERP Software
Solutions

Commercial Management & Estimating

Estimating
Customer order
Shipment
Invoicing
CRM

Stocks & Purchases Management

MRP
Purchases
Stocks management
Suppliers management

Production Management

Scheduling
Data collection
Industrial costing
Job order management

Administrative & Financial

Accounting
Treasury
Fixed assets
Human resources

Other features

Mobile Warehouse
Equipment Maintenance
Quality Control
Ecomanager
Energy Management
RDI Management

Business Intelligence
Dashboards
Report Generator
Web2Print
Balanced Scorecard

Sistrade ERP Software - Administrative & Financial
WorldWide Clients

Sistrade MIS | ERP Software is used by more than 3000 users, in more than 20 countries and spread over 4 continents.

Meet some of our clients using Administrative & Financial module:

Edelmann

Edelmann
India

Edelman is a leading global communications marketing firm that partners with many of the world's largest and emerging businesses and organizations.
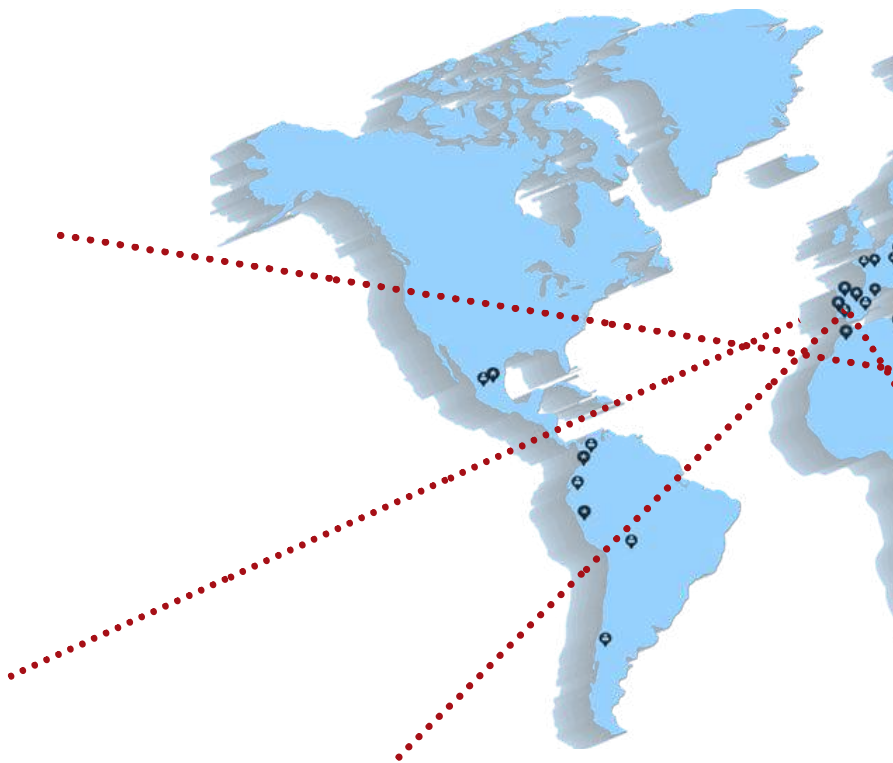
eikon
Centro Gráfico, sa

Eikon
Portugal

EIKON - Centro Gráfico, S.A ordered Sistrade® at SISTRADE. The project implementation begins with Estimating Module, followed by Supplies Management and Production Control. The implementation of ERP in its entity allowed EIKON to have a very detailed management control in various areas of the company.

idepa Indústria de Passamanarias, Lda

Idepa
Portugal

IDEPA is specialized in manufacturing woven and non-woven labels and uses Sistrade® in all sections of the company from estimating of a job, invoicing, purchases from suppliers, stocks management, e-business, job order management and production data collection.

SENTEZ AMBALAJ
Turkey

Sentez produces cardboard packaging, corrugated packaging and flexible packaging, using Sistrade® in all the company departments, from estimating invoicing, stocks management, job orders, production management and accounting.

PREPACK THAILAND CO., LTD.
Thailand

The company produces flexible packaging of excellent quality using Rotogravure and Flexography printing solutions, in order to meet the demands of the customers and focus on innovation in order to provide value-added products to the market.

Lisgráfica
Portugal

Lisgráfica one of leading national printing companies decided to implement the integrated business management system Sistrade®.

El Yaman Group
Lebanon

El Yaman Group provides Pre-press, Offset Printing, Digital Printing, Security Printing, Label Printing and Post-press services. El Yaman Group uses Sistrade® MIS|ERP solution to manage all the business and production processes of the company. Several distinguishing factors played a major role in choosing Sistrade® MIS|ERP system, one of which is its flexibility and large portfolio of features that allow adapting it to any printing sector in any country worldwide.

powered by **Sistrade**

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