

PASTEL | ACCOUNTING

PARTNER

FOR NON-PROFIT ORGANISATIONS

FOR SMALL TO MEDIUM-SIZED NPOs

Includes the Pastel Partner base module, Pastel Inventory, Pastel Multi-Currency, Pastel Business Intelligence Centre and Pastel Partner Project Tracker - all in a language familiar to NPOs.

An accounting
software solution
for NPOs.

sage

The combination of your ability to track projects and the reporting flexibility of the BIC module makes Pastel Partner for NPOs the perfect choice for organisations in the non-profit sector.

Sage Pastel is always at the forefront of economic, legislative and technological developments. Make the right choice for your business with the trusted name in accounting software.

[Non-Profit Terminology]

Pastel's Non-Profit Terminology means that your reports are presented using terminology that you are familiar with, such as Surplus, Deficit, Accumulated Funds etc.

[Project Tracker]

Project Tracker allows you to generate reports such as Income Statements and detailed ledgers relating to specific projects, assignments or tasks. The budgets per project code and per ledger account enable you to track actual movement versus budgeted values. Use the hierarchical reporting levels to enable categorised or consolidated reporting to manage multiple disparate projects.

[Business Intelligence Centre (BIC)]

Direct access to business critical information has never been this easy. The Business Intelligence Centre allows you to design standard reporting templates in Microsoft Excel and update these reports directly from Pastel at the click of a button. The BIC module dynamically links Pastel to Excel (a popular data manipulation tool) where your information can be viewed, manipulated, sliced and diced, to give you greater insights into your business.

[Drill Down]

Pastel's drill down functionality allows you to click on an item from any report and see further details. No more navigating cumbersome reports or having to go backwards and forwards to retrieve information. Simply click on an item whilst in your report and drill down to the information you need.

[The System Navigator and Explorer]

Pastel Partner for NPOs lets you find your way around the system using either the System Navigator or Pastel Explorer. On Explorer, the 'Tasks' option in the left panel allows quick and easy access to lists of customers, suppliers, inventory items and general ledger accounts.

The Explorer allows you to easily add, edit and delete accounts, enquire about and find customers, suppliers, inventory items and general ledger accounts, invoke processing screens directly from the item selected, export lists to Microsoft Excel, as well as group and filter data.

The 'To Do List' option shows notes due and overdue post-dated items, customer and supplier invoices, expiring quotations, sales orders due for delivery and incoming purchase orders.

[PDF Printing and E-mailing]

This standard feature allows e-mailing of documents such as statements, invoices, orders and quotations in PDF and HTML format. Each document layout has a corresponding PDF layout. The e-mail screen allows you to cc and bcc recipients and contacts from Microsoft Outlook.

[Microsoft Office Integration]

Microsoft Windows 7 compatible

Pastel Partner for NPOs is compatible with Windows 7, having passed specially designed Microsoft tests for compatibility.

Microsoft Office

Integrate your general ledger, customer and supplier data with Microsoft Office, and export customer and supplier contact information into Microsoft Outlook. The 'Create Letters' and 'Labels Assistant' allows you to easily set up mail merge documents and labels through Microsoft Word, automatically creating the required data sources and links.

*Microsoft Office 2000 and later required.

[Customers]

Pastel's flexible customer account setup allows you to configure parameters per customer. For example, you can set individual trading and settlement terms as well as select the e-mail and/or print option for invoices and statements. Each customer can have multiple delivery addresses and user-defined fields. Create as many customers as you need - Pastel's high performance database won't slow you down as your customer base grows.

The 'Block Assistant' allows you to manage your customers and suppliers and 'block' them based on pre-defined criteria. Simply select the criteria, by payment terms, overdue days or overdue amounts for example, and Pastel will take care of the rest.

[Invoicing]

Pastel allows you to enter invoices in a logical and intuitive manner. Save time, ensure accuracy and control back orders by linking quotations and sales orders. The 'Recurring Invoice Assistant' allows you to adjust selling prices dynamically. If you use this option, the system is able to determine the selling price on a per item basis, using the full selling price hierarchy. These prices are then used instead of the ones on the original recurring invoices.

[Suppliers]

Pastel Partner for NPOs Automatic Cheque and Remittance Printing facility makes paying your suppliers a simple task. Select a range of suppliers and the payment date. Pastel displays any invoices due for payment in a table. You can edit payment amounts or choose not to pay specific invoices. Pastel automatically generates payments and prints the remittance and cheque for each supplier. In addition, Pastel can automatically incorporate settlement discounts for early payment terms.

[Inventory Items]

Pastel Partner for NPOs can track your inventory in as much detail as necessary. You can create product or service items, establish minimum and maximum stock levels and more. The Pastel Re-order Assistant can also create purchase orders for fulfillment. Pastel allows you to set customer-specific pricing, specify per item which discount types apply, and even set the maximum cost percentage difference and minimum gross profit percentage. There is an extensive list of ready to run reports available, some of which include History Reports, Activity Summaries, Preferred Suppliers and Gross Profit.

[Multi-Currency]

Pastel Partner for NPOs has full multi-currency processing which can define a currency for each customer, supplier and bank account.*

[Pastel Product Range Family Tree]

Product	Business environment	Parameters
My Business	Start-up businesses Simple customer, supplier and item quantities, with income and expenses through bank accounts	Single user Multi company
Xpress Start-Up	Start-up and small businesses Uncomplicated accounting environment	Single user Single company
Xpress	Small businesses Uncomplicated accounting environment	Can accommodate from 1 up to 3 users*. (Each package includes a single user license only.)
Partner	Small to medium-sized businesses	Can accommodate from 1 up to 20 users*. (Each package includes a single user license only.)
Evolution Accounting & ERP	Medium to large-sized businesses	Can accommodate from 1 up to 1000+ users*, with pre-defined user breaks. Extensive range of business-specific add-on modules.
Payroll	Start-up, small, medium and large businesses	Unlimited employees

* The base product contains one user license. Additional users can be purchased in increments from Softline Pastel. One user license equates to the loading of software onto one PC.

[System Requirements]

Hardware	Minimum: Pentium IV; Recommended: Pentium IV 2GHz or Higher
Operating System	Windows XPSP3, Windows Vista and Windows 7
Operating System-Server	Windows XPSP3, Windows Vista and Windows 7 and Windows 2003, 2008 Server
Screen Resolution	Minimum: 1024 x 768
RAM	Minimum: 512MB; Recommended: 1GB or Higher Add 128MB per simultaneous user who accesses the system
Requirements for all users	DVD-ROM

Pastel Partner for NPOs gives you the ability to effectively manage your money and your organisation. After all, accounting isn't only about getting the numbers right, it's also about what you are able to do with those numbers. With Pastel Partner for NPOs in the equation, you'll go beyond accounting.

[ANNUAL RENEWAL]

Pastel Partner for NPOs is subject to an annual renewal fee. This business model provides customers with a number of important benefits including updates and upgrades. The compulsory annual renewal fee is payable on the anniversary date of registration of the Pastel Partner for NPOs application and will automatically provide you with advanced notification.

The accounting system forms the financial heart of your business which becomes a central repository of key information that you rely on. The mission critical role of these systems requires a comprehensive service and support infrastructure and ongoing investment in research and development. The concept of a compulsory annual renewal fee is similar to insurance. It gives you peace of mind that you always have the back-up service, support and expertise you need. This concept appeals to business that considers Pastel Partner for NPOs a crucial element to the efficient and competitive running of their business.

[Need a good reason to choose Pastel?]

Here's a few

- Over 20 years of experience!
- 52 countries, 200,00 companies and counting.
- Country-specific applications for local requirements.
- Business Partners per territory backed by an international support infrastructure.
- It's easy to learn and use.
- Pastel caters for the growth of your business.
- Built to grow as your business grows from 1 to 20 concurrent users.
- Add specialised modules to cater for industry specific requirements.
- Pastel is a leading South African brand.
- Seamless integration between Pastel Accounting and Pastel Payroll software.

[Comparative Features Table]

◇ Additional user licenses can be purchased, according to the number of users accommodated per product, as outlined below.

	Xpress Start -Up	Xpress	Partner	Partner For NPOs	Evolution Professional	Evolution Enterprise	
Base	Database Manager	Pervasive	Pervasive	Pervasive	Pervasive	MS SQL	MS SQL
	Number of users	Single	1 - 3	1 - 20	1 - 20	5 Max	1 -1000+
	Number of companies	Single	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
	Number of Financial Years	2***	2***	2***	2***	5	5
	User Defined Fields	Yes	Yes	Yes	Yes	Yes	Yes
	General Ledger	Yes	Yes	Yes	Yes	Yes	Yes
	Segmented GL Accounts	No	No	No	No	No	Yes
	Cash Books	30	30	30	30	Up to 10	Unlimited
	Customers	Yes	Yes	Yes	Yes	Yes	Yes
	Quotations	Yes	Yes	Yes	Yes	Yes	Yes
	Invoices	Yes	Yes	Yes	Yes	Yes	Yes
	Suppliers	Yes	Yes	Yes	Yes	Yes	Yes
	Purchase Orders	Yes	Yes	Yes	Yes	Yes	Yes
	Segmented Inventory Items	No	No	No	No	No	Yes
	Import Cost Allocations	No	No	No	Yes	Yes	Yes
	Projects	Yes	Yes	Yes	Yes	Yes	Yes
	Report Writer	No	No	Yes	Yes	Yes	Yes
	Stationery Customisation	Yes	Yes	Yes	Yes	Yes	Yes
	Customer Pricing Matrix (Disc. Matrix & Vol.Disc.)	No	No	Yes	Yes	No	Yes*
	CRM Basic (Contact Management)	No	No	No	No	Yes	Yes
Add-On Modules*	Inventory	Yes**	Yes	Yes*	Yes	Yes	Yes
	Multi-Currency	No	No	Yes*	Yes	Yes*	Yes*
	GL Manager	No	Yes*	Yes*	No	No	No
	Business Intelligence Centre	No	Yes*	Yes*	Yes	Yes*	Yes*
	Receipting	No	No	Yes*	No	No	No
	Time & Billing	No	No	Yes*	No	No	No
	Point of Sale	No	Yes*	Yes*	No	Yes*	Yes*
	Cash Manager	No	No	No	No	Yes*	Yes*
	Bank Manager	No	Yes ^{oo}	Yes ^{oo}	No	Yes ^{oo}	Yes ^{oo}
	Serial Number Tracking	No	No	Yes*	No	No	Yes*
	Multi-Store	No	No	Yes*	No	Yes*	Yes*
	Job Costing	No	No	No	No	No	Yes*
	Bill of Materials	No	No	Yes*	No	Yes*	Yes*
	Manufacturing	No	No	No	No	Yes*	Yes*
	Mobile	No	No	No	No	No	Yes*
	Lot Tracking	No	No	No	No	No	Yes*
	Fixed Assets	Yes ^o	Yes ^o	Yes ^o	No	Yes ^o	Yes ^o
	Payroll	Yes ^o	Yes ^o	Yes ^o	No	Yes ^o	Yes ^o
	CRM Premium (Contact Management)	No	No	No	No	No	Yes ^o
	Pricing Matrix (Disc. Matrix & Vol. Disc.)	No	No	No	No	No	Yes*
	Customer Account Consolidations	No	No	No	No	No	Yes*
	Customer Credit Risk Management	No	No	No	No	No	Yes*
	Annuity Billing	No	No	No	No	No	Yes*
	eBusiness & eBilling	Yes*	Yes*	Yes*	No	No	No
	Procurement	No	No	No	No	No	Yes*
Information Alerts	No	No	No	No	No	Yes*	
Retail Point-of-Sale	No	No	No	No	No	Yes*	
Branch Accounting	No	No	No	No	No	Yes*	
Municipal Billing	No	No	No	No	No	Yes*	
Business Gateway	No	No	No	No	No	Yes*	
Management Reports	No	Yes*	Yes*	No	No	No	
Business Gateway	No	No	No	No	No	Yes*	
Project Tracker	No	No	Yes*	Yes	Yes	Yes	

* Purchase as an add-on module

** Can sell items but does not control costs or quantities

*** 5 years transactions are stored, but only 2 years are available for processing and for standard reports, available through the View menu

^o Purchase as a stand-alone module

^{oo} Only applicable if country specific templates are available.