PASTEL | EVOLUTION

Overview

The powerful and integrated business management solution

What our customers have to say

"With our rapid growth and large volume of transactions conducted via a high traffic website, Evolution has been a life-saver."

Marina Goodson
Financial Manager
bidorbuy.co.za

"Pastel Evolution saves us many hours every month and human error has been minimised through the automation of orders and deliveries."

Melanie Glyn-Jones
National Financial Manager
Cool Wines

"Evolution has worked miracles for our month end."
Kai Esterhuizen
Financial Manager
Dew Crisp

"We run everything through Pastel Evolution and it's wonderful to operate a business when you have such a stable and reliable system."

Yolanda Greyling
Sales and Customer Services Manager
Wahl Industries

Pastel Evolution delivers an entire business management solution. It's the new way to work.

Pastel Evolution is an Enterprise Resource Planning solution that brings all aspects of your operating environment together, giving you the ability to control your financial situation as well as your relationships with your customers, suppliers and employees.

Developed within the Pastel Evolution framework, all components and modules in the Evolution range are fully integrated. They share a common interface, providing a consistent user experience. Microsoft®'s SQL server database ensures data integrity and maintains all your data in one central database. Pastel Evolution as a core product is feature-rich, but the add-on modules that are available make it a truly revolutionary ERP software solution.

The power to run your business

Features

- General Ledger
- Cash Book
- Accounts Receivable
- Accounts Payable
- Inventory Control
- Import Cost Allocations
- Invoicing
- Sales & Purchase Order Entry
- Project Tracking
- Report Writer & Stationery Customisation

The above features and modules are referred to as the core Pastel Evolution system.

Add-on Modules

- Annuity Billing
- Bank Statement Manager
- Bill of Materials
- Branch Accounting
- Business Gateway
- Business Intelligence Centre
- Cash Manager
- Customer Account Consolidations
- Customer Credit Risk Management
- Delivery Management
- E-Business & E-Billing
- Fixed Assets*
- Information Alerts
- Job Costing

- Lot Tracking
- Manufacturing
- Mobile
- Multi-Currency
- Multi-Warehousing
- Municipal Billing
- Payroll*
- Point of Sale
- Pricing Matrix
- Procurement **
- Resolve Basic (Contact Management)
- Resolve Premium* (Contact Management)
- Retail Point of Sale
- Serial Number Tracking
- Voucher Management

* These modules can be purchased as stand-alone applications.
** Requires Resolve Premium module.
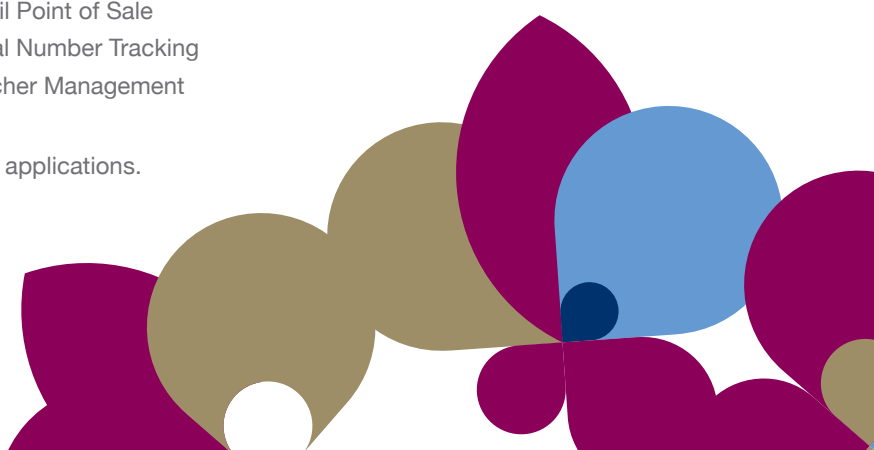
Features of the Core Pastel Evolution Application

The System Manager

The System Manager is the control centre for the entire Pastel Evolution application. It is the system's user interface. Featuring a System Tree for navigation, it also controls the system environment and set up, online help and multilevel password security. Evolution delivers enhanced efficiency, productivity and security to any business.

The System Manager offers the following:

- A consistent user interface no matter which module you are using. Fixed Assets, Payroll, and Accounting all share the same common interface and all appear as options on a single System Tree.
- Standard navigation tools such as menus, the System Tree, toolbars and favourites.
- Powerful tools for maintaining, sorting, searching and grouping your lists of data.
- The ability to customise the interface to suit each user's requirements and create user-defined fields on master and transaction file records to suit your business.

Database System

Pastel Evolution takes advantage of the latest database technologies, utilising Microsoft®'s MS-SQL Server or SQL Express Edition. MS-SQL provides Evolution with the ability to scale and to support an unlimited number of concurrent users. Additional data integrity is ensured through the use of SQL's transaction rollback feature. Pastel Evolution includes MS-SQL Express. Larger sites must purchase MS-SQL Server.

Store Data Indefinitely

The General Ledger stores five years of data and requires no month or year end procedures. You can however, block accounting periods. This prevents transaction processing into closed periods. The Subsidiary Ledgers (Inventory, Receivables, Payables, etc.) store information indefinitely.

Transaction Rollback

Data protection and integrity is significantly improved over older database systems. This feature optimises data integrity by ensuring that users will never have incomplete entries or corrupt files, even if they suffer a power failure while a transaction is in progress.

Supports Multiple Companies

The system can maintain multiple sets of books, each with its own chart of accounts. Access to companies and their related functions are password protected. Data can also be copied from one company to another, simplifying the company setup procedure.

Transaction Drill Downs

Drill down functionality allows you to find exactly what you're looking for. From summarised information you can drill down to detailed transactions right down to source documents - with just a click of the mouse!
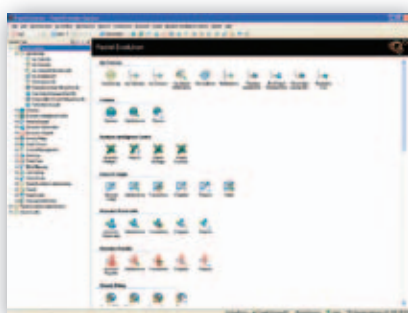
The System Manager
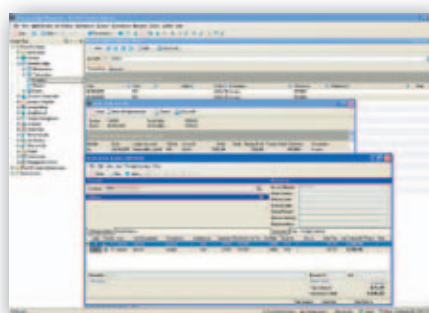
Transaction Drill Downs

Advanced Security

Every business requires its data to be confidential. You need to control access to this information. Pastel Evolution features multi-level, menu-driven password access control.

You can establish access control per user. In addition, you can establish user groups and then assign users to a group. Each user who belongs to a group has the same access level restrictions and capabilities. This streamlines the control process and leaves less room for error.

System Audit Manager

Eliminate internal fraud and unauthorised transacting within your business with the System Audit Manager. This tool assists you to track and manage database activities for all or selected database tables allowing you to report on detail changes for both transaction and masterfile tables.

Integrated with Microsoft® Office

Seamless integration with MS Office means that you can e-mail any report. You can use many standard formats such as HTML or PDF.

You can also export data into Word or Excel, where you can perform your own complex data manipulations. This feature complements Pastel's extensive range of management reports.

The Pastel Evolution Resolve module also integrates its e-mail management with Microsoft® Outlook.

Graphs

You have the ability to view graphs. For example, you can compare General Ledger account movements over a period of five financial years. You can compare sales and purchases in the Orders module, and you can view Incident analysis in the Contact Management module.

Report Writer

The Report Writer module allows you to customise standard reports per user as well as stationery layouts per user. It integrates into every module in the Pastel Evolution range. You can change layouts, add and remove fields and perform additional calculations or subtotals. You can even write your own SQL script for advanced reporting. The system includes a tutorial program that will guide you through the process of report writing.

Receivables and Payables

Pastel Evolution gives you instant access to customer and supplier balances, overdue totals and sales/purchases history. Drill down features and reports are available when you need a more detailed analysis of customer/ supplier transactions.

You can create multiple delivery addresses for each customer and supplier. Set processing defaults for delivery requirements/addresses, selling prices and discounts which you can override for each transaction. You can create sales codes and assign a commission structure to each sales code.

You can also capture multiple transactions within batches to be posted at a later stage. Settlement discounts can be calculated automatically based on the settlement terms set up when processing receipts and payments.

Force and check for duplicate customer and supplier reference numbers to aid in faster audit processing and detailed management reporting.
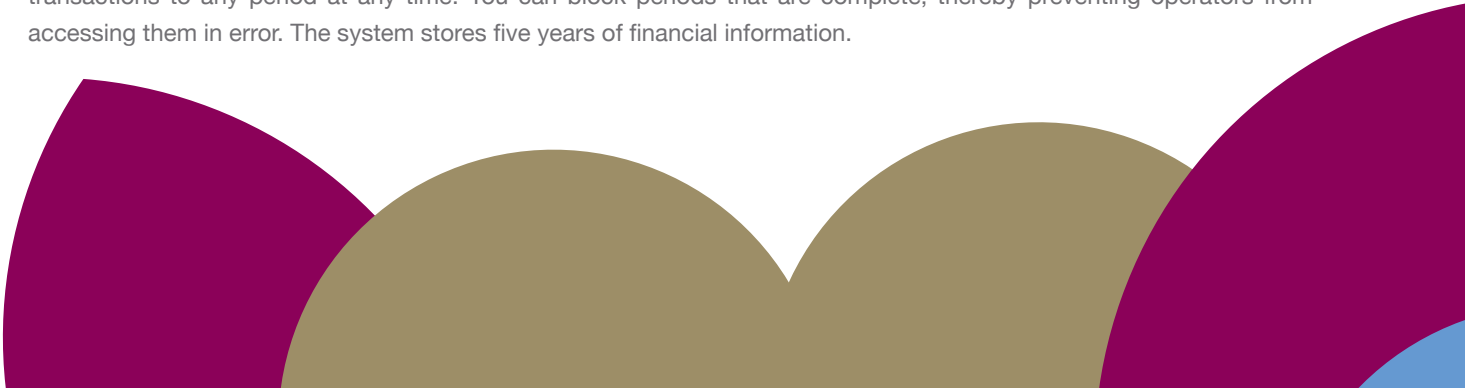
Multiple Debtor & Creditor Control Accounts

If you wish to analyse debtors and/or creditors in the General Ledger, you can use more than one General Ledger control account for Receivables or Payables. This is over and above your normal reporting within the Receivables and Payables ledgers.

Project Tracking

This module allows you to allocate income or expense transactions to particular projects. You can then filter reports on a project basis and create an income statement per project. Create master and sub projects and allocate budgets against each project to manage profitability.

General Ledger

The General Ledger is the heart of the financial function of your company. All processing you do eventually reflects in the General Ledger. The system has no tedious month or year-ends. The system is date-driven, allowing you to post transactions to any period at any time. You can block periods that are complete, thereby preventing operators from accessing them in error. The system stores five years of financial information.

Segmented General Ledger

If you have a complex and multi-dimensional General Ledger, you can create General Ledger accounts using multiple segments up to ten levels. Each segment becomes a reporting dimension in its own right. If for example, you segment the account structure into sub-levels such as accounts, branch, department and project, you can extend your financial reporting to include combinations of these levels. You can also report on an isolated section of the General Ledger.

Cheque Printing and EFTs

You can print cheques from any bank account. The cheque layout is fully customisable to accommodate requirements from different banks. You utilise user access levels to control who can print cheques. Each bank account has its own series of cheque numbers. You can make payments to all the major banks via Electronic Funds Transfer.

Sales and Purchase Order Entry

You can maintain and control outstanding orders, processed orders and back orders. This module integrates fully into Evolution's Inventory, Receivables and Payables modules.

This module allows for the following:
- Print and process purchase and sales orders, and then fill these orders in part or in whole, keeping track of outstanding orders.
- Create financial lines, which let you post non-stock amounts directly to General Ledger accounts.
- Allocate sales and purchases to projects. You can do this on a document basis or even line by line on each document.
- Allocate sales representatives to each document or even to individual document lines.
- Reserve stock quantities for customers when they place an order.
- Print picking slips and delivery notes.
- Create purchase orders automatically using the re-order fields on the inventory records.
- Create quotes and convert into sales orders once confirmed.
- Powerful reports help you manage outstanding and overdue orders.
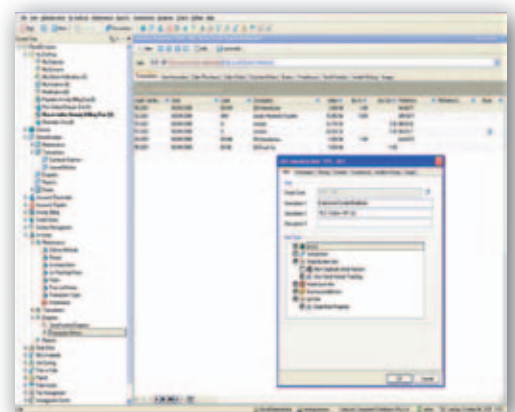- Merge multiple orders into a single invoice.

Inventory Control

Pastel Evolution's powerful Inventory module gives you unlimited control over your stock. The system provides both summary management reports as well as detailed operational reports, all customisable per user.

You can include service and physical items which can be flagged as non-commissionable. You can use inventory groups to sort and filter inventory items. Having a costing method per inventory item such as average, latest or manual costs gives you the power of increased flexibility of managing inventory within your business.

The system has an unlimited number of standard selling prices per item. You can link each customer to one of these prices, and you can specify a percentage discount per customer. You can view gross margins and percentage values in the invoice screens and also control pricing by only allowing a minimum gross profit value per inventory item.

Managing your inventory

Control access regarding who can view costs within the business, by either masking or encrypting cost prices as you deem necessary.

Extend Pastel Evolution's power by combining the Inventory module with other related add-on modules:

- With Multi-Warehousing, you can create multiple warehouses or stores and move items between these stores.
- Serial Number Tracking serialises individual inventory items and keeps track of them by their history. The system follows their purchase, internal movement in the company, sale and possible return for repair or refund.
- Lot Tracking lets you track items by lot, where batches of items all have the same lot number. You can specify expiry dates and a status per lot number.
- Bill of Materials allows you to manufacture or assemble items from components. The system takes the component materials out of stock into work in progress, and then allows you to create finished items ready for resale.
- Pricing Matrix lets you have selling prices per inventory item or inventory group and per customer/supplier or customer/supplier group. These can be price or percentage discounts on the customer's/supplier's standard price.

All these add-on modules work together. For example, you can manufacture serialised items into warehouses and track lot numbers.

Unit of Measure

This feature gives you the ability to specify a buying and selling unit for each inventory item and advises which unit will be used to account for the inventory on hand. Whenever a purchase order is processed against a particular inventory item, the program will default to the buying unit and when selling the item, the program will default to the selling unit. Units can also be set up to round off to the nearest whole unit for easy stock management.

Goods Received Voucher

This feature allows you to receive and immediately update your stock levels. This is based on a delivery note from your supplier and you do not have to update the supplier account until you receive the actual supplier invoice. The program also recalls the last cost per supplier, per item when in a GRV.

Import Cost Allocations

When you import goods, there are frequently additional costs that do not originate from the supplier. For example, you may be liable for shipping costs and/or import duties. This feature allows you to process these additional costs at the same time as the goods received voucher. The system uses the additional costs to calculate the item costs correctly. Without this, you have to process these costs at another time and then adjust your item costs manually.

Add-on Modules

Pastel Evolution grows with your business

The utilisation of the MS-SQL database makes Pastel Evolution scalable, supporting up to a 1 000 concurrent users. In addition, the growth of your business may demand the ability to add new functionality to your accounting system. By using Pastel Evolution as the core engine, you can add specialised modules to cater for industry-specific requirements. Developed within the Evolution Framework™, these add-on modules offer complete integration with the core system, as well as a common interface and user experience. Furthermore, all components within the Evolution Framework™ utilise a MS-SQL database ensuring that all your business data resides in one central database.

Pastel Evolution Business Intelligence Centre (BIC)

What do you get when you combine South Africa's leading accounting software with Microsoft® Excel? A reporting tool that revolutionises the way you make decisions in your business!

If you are comfortable using Microsoft® Excel to share, present and analyse information, Pastel Evolution's Business

Business Intelligence Dashboard

Intelligence Centre is perfect for you. BIC is an add-on module that dynamically links to your Pastel Evolution data, taking your business beyond standard reporting functionality. You generate spreadsheets by simply extracting Pastel Evolution data and converting it into an easy-to-read, graphic format. The user friendly BIC Excel Genie gives you the power to transform data using an intuitive drag and drop interface to construct reports.

BIC retains report formats and makes them available for future use. You also have instant access to 'live' information and that last minute journal no longer impacts your Excel reporting. Monthly financials account for a large percentage of manual Excel labour. BIC offers a customisable pack which provides drill down functionality.

You can customise the standard set of reports and templates and create new ones. You can be flexible in the combinations of financial data you choose to report on. BIC ships with Management Packs (Balance Sheet, Income Statement), Sales Master (Sales Reports), Inventory, Purchasing options and more.

OLAP Cubes (Online Analytical Processing)

OLAP Cubes is an extension to BIC. The OLAP module caters for multi-dimensional analysis of your data. It answers the questions 'what if' and 'why'. It analyses trends over months and years from a set of predefined cubes for Financials, Sales and Inventory. You can modify and build your own cubes based on your business requirements, rank customers and suppliers in order of importance and drill down to the level of detail you need. OLAP is predominantly powerful in analysing large volumes of data where traditional End User Query Reporting may not be appropriate.

Online Web Reporting

This module is an extension of the BIC module. It provides worldwide secure access to your business reports through a standard web browser. This is an excellent platform to share information with partners, suppliers and customers. All you need is internet access from your web browser. Once you authenticate yourself the reports will be made available to you. You will have access to critical information about your business from anywhere in the world at any time you choose. Online Web Reporting supports secure access so you receive your reports in a variety of formats across the web for example Microsoft® Excel, PDF or HTML.

Pastel Evolution Resolve (Contact Management)

Traditionally termed CRM or Contact Management, this unique module has taken the concept of traditional Contact Management much further by weaving it into the very fabric of the Evolution Accounting System. Pastel Evolution Resolve is a tool that lets you manage the interaction between your business and your customers, potential customers, suppliers and even your fellow company members.

CRM Incident History

Any activity that takes place in a business, and is important enough to be tracked, is recorded as an Incident. Evolution Resolve will track these Incidents to their conclusion - or until they are closed off. Evolution will store Incidents even after they have been closed, allowing you to track a history of events as they occurred, as far back as you wish. Using this information, you can track all sales and support activities associated with a customer and the agent or agent group who dealt with the customer.

There are two versions of Resolve:
• Evolution Resolve Basic contains basic Incident tracking as outlined above.
• The full version, Evolution Resolve Premium, contains more advanced features outlined as follows:

Sales Force Automation

Evolution Sales Force Automation allows you to track sales opportunities for existing and prospective customers. Sales personnel can update the status of opportunities through customisable sales cycle workflow steps. They can continually update the estimated possibility of making a successful sale. Information can also be captured about competitors, so that you can recognise and track patterns about sales lost to competitors. You can use this information to give sales personnel and managers an overview of the current sales pipeline and to produce sales forecast reports. These reports show actual values weighted by the probability of closing the sale.

Business Gateway

The Business Gateway extends Evolution Resolve onto the Internet and allows customers to log into the system. Customers can create, view and update Incidents. Customers do not need to contact a call centre and wait in queues for an agent. Internet queries are notorious for not being dealt with or acknowledged. However, the Business Gateway sends each query into Evolution Resolve individually, where it is tracked and escalated. The Business Gateway requires Microsoft® IIS and Windows 2000 Server or later.

Calendar

The calendar organises your company's time management. Incidents can be prioritised by date. The calendar also allows you to integrate Incident priorities with employees' availability.

Knowledge Base

The Knowledge Base lets employees create topics. In these topics, they can share information about support, sales or any other issues. In addition, employees can link documents from the document list into Knowledge Base articles.

The articles can also be linked to Incidents and if you e-mail Incidents, you can optionally include the Knowledge Base articles in the e-mail, either in the text or as an attachment.

Workflow Processing

Workflow processing allows you to process Incidents on an authorisation basis. You create a hierarchy of actions that a process has to go through in order to complete.

For example, if you are installing a product at a customer, you may require site inspection, installation, testing and approval stages. You create these workflow steps and then specify which agents or agent groups can approve each step. If necessary, the responsible person can send the process back to an earlier stage. If an inspection fails, for example, the responsible person can send the process back to the installation action. This type of processing ensures the highest level of quality.

Incident Graphs

You can view Incidents graphically (bar charts) per user, per Incident type and per Incident status. Graphical representations of Incidents give a birds-eye view of your business activities - perfect for management. You can even drill down by clicking on a particular area of the chart to see the underlying detail making up the chart.

Incident Graph Screen

Escalations

One of the most compelling reasons to use Contact Management is its ability to ensure that Incidents are dealt with in acceptable time frames. Taking too long to respond to a customer complaint/incident is damaging to your company. Escalations allow you to design a flow of responsibility for each Incident type. If an Incident is not dealt with within a specified time, the system escalates it to a higher level such as a supervisor, and will continually escalate the incident until it has been dealt with.

Contract Invoicing

This feature allows you to set up contracts for customers, based on time or number of Incidents. If a customer's contract expires, agents cannot process Incidents for the customer. This ensures that customers who are up-to-date always receive prompt service. If you use the Annuity Billing module, you can produce automatic renewal invoices for contracts that are about to expire.

Microsoft® Outlook Integration

Seamless integration with Microsoft® Outlook 2007/2010 allows you to capture all communication with your customers directly into Contact Management. The ability to capture new or existing incidents and sales leads allows you to be more efficient and productive using an interface that allows you to communicate on a daily basis. Customer and prospect contact details are available from Evolution and the Outlook Calendar appointments make tracking appointments via the Contact Management module even easier to do. Evolution Resolve Premium can be purchased as a stand-alone product.

Pastel Evolution Mobile

The Mobile add-on module allows your sales personnel to securely interact with Pastel Evolution using mobile technology. Using a PDA or a mobile phone, sales personnel can perform customer and inventory enquiries, and process sales orders from any location. The system accesses live Pastel Evolution data, guaranteeing salespersons' instant access to the latest available information. Sales personnel can review customer orders and account details, check inventory levels and reserve inventory by placing orders, all from the customer's premises, without a traditional landline connection.

This add-on module requires the following:
• On the mobile user side: a 3G or GPRS cellphone or PDA that supports HTML web browsing.
• The Evolution Resolve add-on module (the full Contact Management module).
• Microsoft® IIS (Internet Information Server) V5 or higher.

Pastel Evolution Annuity Billing

Integrating with both Receivables and Inventory, this module provides for repetitive or recurring invoices on a daily, weekly, monthly or quarterly basis. The invoice run allows for an option of printing or e-mailing to customers. Specify contract periods, design recurring invoice templates or simply set up base amounts to be charged to customers periodically. Annuity Billing is another flexible module that provides you with the ability to customise the application to fit the specific requirements of your business.

Pastel Evolution Multi-Warehousing

The Multi-Warehousing add-on module allows you to keep inventory items in discrete areas, or warehouses.
You can use warehouses for many types of situations:
• Physical warehouses in different geographic areas.
• Keep raw materials and/or internal parts separate from items you sell.
• Keep track of consignment stock/samples in a separate warehouse.
• Separate obsolete items into a separate warehouse.
• Track demo stock allocated to sales representatives.
• Track costs per warehouse.

This feature has been designed so that you are able to transfer items from the dispatching warehouse directly into a "goods in transit" (GIT) warehouse. The inventory will remain in this warehouse until the receiving warehouse does a receipt from the GIT warehouse.

There are two additional warehouses created by the program - a damaged goods warehouse and variance warehouse. This allows you to allocate and account for the receipt of inventory items by allocating them into the receiving warehouse. Any items not accounted for will either be allocated to the damaged goods or variance warehouse where reconciliation can be processed later. Documentation is printed through the various stages to accompany the delivery of goods, and reports can be printed to indicate the location of stock at any given time within the system.

Pastel Evolution Serial Number Tracking

Sometimes you may need to track items individually. For example, if you sell items that have warranties, you need to know when and to whom you sold the item, so that you know whether it is under warranty. For these types of items, you use Serial Number Tracking.

Integrating with Evolution's Inventory module, Serial Number Tracking keeps detailed information on specific inventory items. From purchase to sale, to returns, each item is tracked uniquely, providing absolute control over individual inventory items.

A Serial Number Listing report shows the current location of serial numbered items. For each Serial Number, the report shows the item code and description, the date of its last movement, the current general location in stock and the customer it was sold to.

A Serial Number Transactions report shows all transactions for a Serial Number. Reflecting one transaction per line, each line shows the Serial Number, item code and description, transaction date and reference, the customer/supplier account code and its originating module.

Pastel Evolution Lot Tracking

Lot Tracking allows you to track several units of a stock item using the same lot or batch number. Expiry dates and user-defined status allow you to further control stock items. Users can determine what can be purchased or sold by Lot Status. Users cannot sell stock items that have expired. You can track items simultaneously by Lot Number and by Serial Number.

Pastel Evolution Pricing Matrix

This module adds great flexibility to Evolution's standard pricing feature. You can establish volume-based or time-based price breaks and much more. You can specify discounts by customer or group of customers. Design unlimited discount variations, such as multiple discounts per customer per stock item, discounts per stock group and the ability to override discounts on processing invoices.

Pastel Evolution Bill of Materials

Designed for the manufacturing and assembly environment, this module allows you to create assembly sheets (or Bills as they are commonly known) detailing each component making up the completed item. Completed items can be manufactured before they are sold or you can simply invoice the completed item and Pastel Evolution will manufacture the item on-the fly, whereupon the sub-components will be drawn from stock.

You can manufacture items in a single operation, or for more complex manufacturing and for processes that occur over a significant time period, you can work on an open manufacturing process over time.

Alternative units of measure

This feature is particularly useful when dealing in different units of measure. For example, when you receive goods, you can automatically break down items in case lots to smaller units. This feature works in conjunction with the Bill of Materials module.

Pastel Evolution Job Costing

The Job Costing add-on module lets you invoice jobs to customers. A job card is more powerful than an invoice, because you can link different types of items besides inventory items in a job. For example, you can purchase an item directly for use in a job and you can allocate employee hours from the Payroll module into a job. You can also invoice a job on a partial basis.

You can allocate costs and measure the profitability of short to medium term jobs. Create an unlimited number of job cards, with the ability to archive these for future estimates. Track labour costs from payroll time sheets in Pastel Evolution Payroll and calculate transactions on a rate, lump sum or percentage basis.
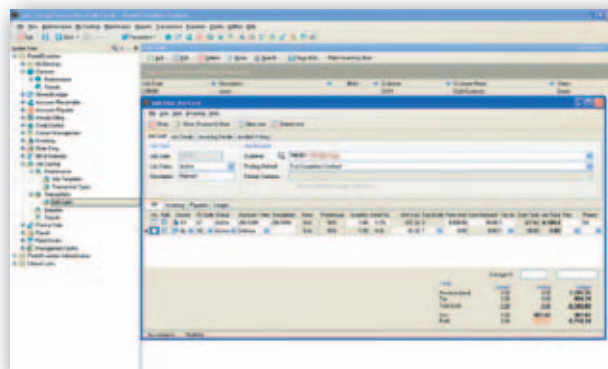
Job Card Screen

You can allocate jobs to projects on a job card basis or a job line basis.

Pastel Evolution Manufacturing

This module is a further extension to the Bill of Materials module. It separates the manufacturing process into time periods where items being manufactured are transferred into work in progress and then into finished goods.

 The manufacturing facility allows for the following:
* View a full audit trail of each manufacturing process.
* Draw stock at the beginning of the manufacturing process and reverse any unused stock once the process is complete.
* Change a Bill of Materials without affecting an ongoing manufacturing process that uses that same Bill of Materials.
* Replace one or more components in an existing process if you need to, then continue manufacturing with the new components.
* Create by-products in addition to your main manufactured item.
* Allow for over and under manufacturing of finished goods without altering the Bill of Material master.

Additional features include forward planning with the material requirements feature.

Pastel Evolution Point of Sale (POS)

This module integrates with Inventory as well as Receivables, perfectly addressing the practical issues within the Point of Sale environment with powerful reporting features. Functionality includes security parameters, tender types (cash, voucher, credit card or cheque), flexible pricing and discounting. This module supports peripheral devices such as pole display units, cash drawers, slip printers and a bar code scanner. Pastel Evolution Point of Sale is user-friendly and offers flexibility by allowing for per-till configuration.

Pastel Evolution Retail Point of Sale (POS)

Evolution Retail Point of Sale brings together a fully integrated front office POS and back office software that meets the needs of SMME retailers for an end-to-end retail management solution.

It has been designed for businesses with high retail volumes and multiple branch locations that require the flexibility of offline capabilities and branch retail independence.

Easy to use, fast and robust, it is fully and seamlessly integrated with Pastel Evolution Accounting and has a centralised maintenance area which is controlled from head office.

Pastel Evolution Retail POS is an easy to use, robust, keyboard driven application. This solution offers the ability to generate sales orders, invoices and credit notes all from a single, simple interface depending on user rights or security profiles.
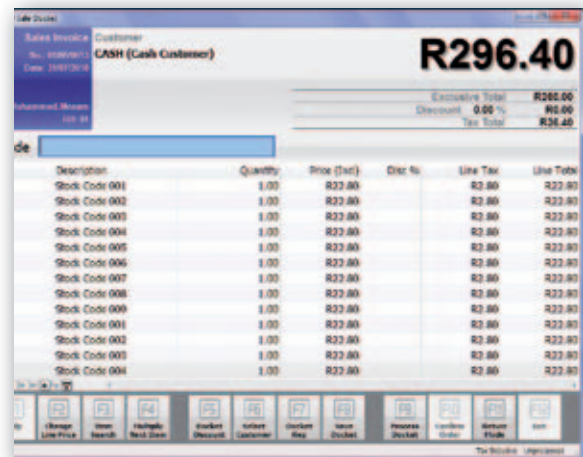
Retail Point of Sale Invoice Screen

Definable schedules for synchronisation eliminate any need for your branches to remember to send and receive data. The information flowing between head office and branches includes new product, price changes with start dates, as well as sales and associated transactions to update Evolution Accounting.

Control and maintain purchases from branch level and inter-branch transfers (IBT). This ensures that goods sent between your warehouses are monitored and tracked, reducing shrinkage.

Main features in Pastel Evolution Retail Point of Sale

- Quotes, orders, invoices and credit note processing.
- Receipting of debtor payments – Evolution debtors or external debtors systems.
- Multiple payment methods (split tendering).
- Unit pricing linked to volume sales.
- Line discount supporting both amount and percentage.
- Supervisor authorisation for unit price changes, discounts and credit notes.
- Printing of documents to multiple printers (picking slips).
- Support for Windows and POS printers, cash drawers and line-displays.
- Remote disconnected sites with scheduled bi-directional synchronisation with central POS database.
- Re-printing of all transactions.
- Barcode scanning.
- Automated integration process.

Delivery Management

Businesses that manage large items or quantities of inventory items from invoicing to on premise deliveries can now easily manage their processes from dispatch to the customer. The Delivery module seamlessly integrates into Pastel Evolution's Retail Point of Sale, Invoicing and Sales Order modules allowing for items to be flagged for collection or delivery at time of sale. All items flagged as delivery are updated electronically into the Delivery module where the warehouse manager can then control the dispatching of inventory.

Main features in Pastel Evolution Delivery Management

- The management of Inventory deliveries.
- Confirm partial deliveries and cancel deliveries.
- Search by invoice number, delivery method, item code or description.
- Generate delivery notes and re-print delivery notes.
- Generate reports on outstanding, partial and completed deliveries.
- Automatic delivery note sequence.
- Delivery note enquiries.

Pastel Evolution Credit Risk Management

Integrating with Receivables, Customer Credit Risk Management helps you manage your customer credit risk through a step-by-step process. A credit application is completed to assess a potential customer's creditworthiness before the granting of credit. This module generates credit applications and runs the data through a scoring system. A passing score will see a new account opened. A failing score will request guarantees or security against granting credit.

This module will also generate standard legal documentation based on the type of business you are running.

The following documentation, amongst others, is included:
- Terms and conditions of sale.
- Credit application forms.
- Both 'soft' and 'final' demand letters.
- Power of attorney forms.

Pastel Evolution Account Consolidations

Integrating with Receivables, this module allows for the separate invoicing of branches, but with the added functionality of printing one customer statement at a consolidated head office level. This is particularly useful when you wish to keep track of a group customer with a head office, where you need to capture sales made to the individual branches, but then present a consolidated statement to your customer's head office.

Pastel Evolution E-Business

The Internet is a necessary extension to the traditional manner in which business is conducted. Pastel Evolution's E-Business module enables you to open an online web store quickly and easily. You can set up seamless integration between your online store and Pastel. For example, you can draw product and price information from Pastel Evolution into the online store. In turn, online orders automatically download into Pastel Evolution for processing.

Fully integrated with Pastel Evolution, E-Business provides:
• Full E-Business integration - seamlessly draw customer, product and pricing information from Evolution directly into your website enabling you to merchandise and sell products online.
• Full order integration means orders automatically flow back from your E-Business web store into Pastel Evolution.
• Offline set up. No IT knowledge required.

Pastel Evolution E-Billing

Customers can view their detailed statements, with a drill down into source transactions over the Internet. This requires a password which you provide to the customer.

The benefits include:
• Getting paid faster.
• Customer self-service.
• Customer account access 24/7/365.
• Uniform electronic remittance advice.
• Mobile sales representatives with up-to-date information.
• Detailed account research.
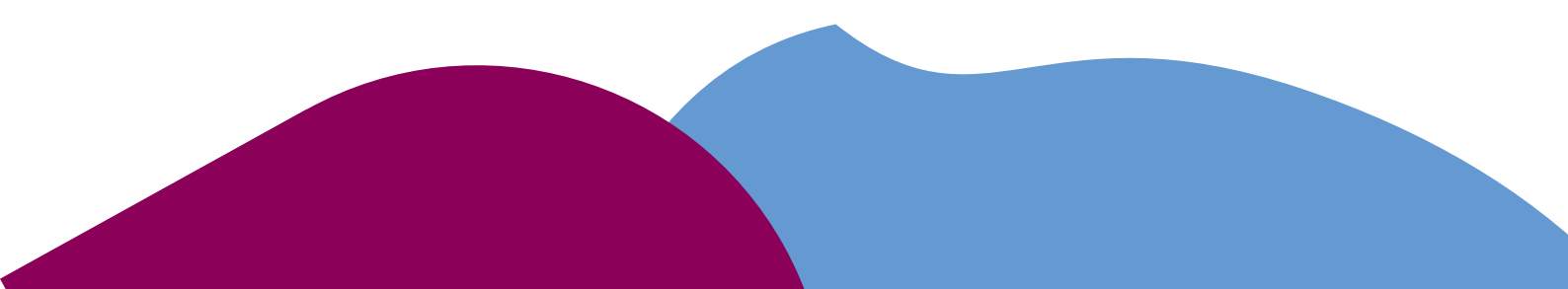
Pastel Evolution Fixed Assets

With features like an unlimited number of assets and multiple forms of depreciation, Pastel Evolution Fixed Assets helps you control your fixed assets easily, affordably and reliably. The different methods of depreciation include straight line, reducing balance, immediate write-off, units of usage, plant & machinery, and equal allowance.

Other key features include:
• Tracking an unlimited number of fixed assets by cost centres or departments.
• Group multiple assets into one asset. For example, you can treat five identical desks as a single asset.
  You can split these at any stage into lesser or individual desks.
• Use master and sub assets to add improvements to existing assets and track them together. This is especially useful for computers, where for example you can add additional memory to an existing computer.
• Multiple Asset Types.
• Capex Budgets and Orders.
• Import asset serial numbers and receive a comparison reconciliation report displaying both matched and unmatched records.
• Impairment Cost Movements.
• Asset Consolidation Listing Report.
• Asset Financing Information.

Pastel Evolution Fixed Assets can be used in conjunction with the core Pastel Evolution application or can be purchased as a stand-alone product.

Pastel Evolution Payroll

Pastel Evolution Payroll is a comprehensive, feature rich payroll package that integrates seamlessly with the core Evolution application. In addition to all standard payroll software requirements and functionality, Evolution Payroll includes a range of powerful and flexible features. These additional features significantly enhance the management level of information derived from the application, whilst delivering increased usability of the software. Process monthly, weekly and fortnightly payrolls in a single company.

The system supports standard salary structures as well as the newer total cost to company structure. It caters for all legislative requirements and reports and you receive updates whenever the legislation changes. The system also features full pension and provident fund tracking, as well as loans, savings and leave tracking. In addition, you can track employee educational achievements, promotions and any disciplinary actions. These simple but powerful features advance the system into the realm of personnel management and includes:

- Unlimited user-defined earnings and deductions.
- Enter data on an employee by employee basis, or on a batch basis.
- Preview payslips prior to printing.
- Customise the payslip layout according to user requirements - change variables, fields and include your company logo.
- Complete history of information maintained.
- Payslip information can be printed for any pay period, at any time.
- Store documents and information relating to specific employees – track leave, promotions and letters of warning.
- Comprehensive leave tracking and history via user-defined leave transactions. The system automatically excludes public holidays from leave calculations.
- Evolution Payroll can be linked to the Evolution Job Costing module. For example, from within Payroll, when you enter employee hours, you can allocate these hours to a specific job, and the cost will automatically reflect as a separate line item in Job Costing.
- The system automatically posts information through to the General Ledger detailing the relevant pay period earnings, deductions, net pay, etc.
- Skills Development and Equity Reporting capability.
- Industrial Council Compliance: MIBFA.

Evolution Payroll can be used in conjunction with the core Pastel Evolution application or can be purchased as a stand-alone product.

Voucher Management

The process of creating a payment or receipt voucher is an essential function for many businesses and the Voucher Management module helps streamline and automate these processes. This module is suitable for clubs, schools and other organisations where money is collected from members, students or customers and documented proof is required for audit and record purposes.

Main features in Pastel Evolution Voucher Management

- Role base authorisations, permissions and discretionary limits per user.
- Process Accounts Receivable receipts.
- Process Accounts Payable payment advices.
- Process General Ledger receipts and/or payments.
- Support for multi-currency accounts.
- Customisable receipts and payment voucher layouts.
- Capture and save receipts and payments for future processing.
- Maintain and print audit trails.

Cash Manager

Cash Manager provides businesses with a tool to improve debt collection processes through reports which illustrate what actions employees are taking to collect outstanding debts. With Cash Manager you can turn your debtors department into a communication centre, recording all interactions with clients in a central place.

Record the reasons for late or non-payment, the actions to be taken, as well as the due or action dates for follow-up, and then print daily reports with a status of promise to pay dates.

Main features in Pastel Evolution Cash Manager

- Visibility.
- Management are aware of amounts outstanding by aging period and reasons for outstanding amounts.
- Debtors reconciliations are instantly available.
- Reduce the risk of write-offs - all outstanding monies can be properly tracked, so the risk of overlooking a debtor for an extended period is vastly reduced eradicating write-offs.
- Cashflow forecasts - set targets for collections and manage them against targets.
- Increased productivity.
- Send automatic emails to clients with outstanding amounts.
- As the entire process of collection is recorded, there is little chance of unnecessary repetitive work.
- Automatic reconciliations for debtors.

Municipal Billing

The Pastel Evolution Municipal Billing solution interfaces and updates all billing data into Pastel Evolution financials, and updates both the consumer and General Ledger accounts. Expense control with the Supply Chain module and asset management allow for municipalities to run efficiently, improve revenue collection and consumer relationships.

Main features in Pastel Evolution Municipal Billing

- Property information management.
- Billing frequency.
- Customer categories.
- Flexible tariff structure for fixed and consumption services.
- Rates & refuse billing.
- Consumption billing.
- Indigent support subsidy billing.
- Database management tool.
- Aligned to latest property legislation.
- Comprehensive exception reporting.
- Statistical management information.
- Robust security.

Pastel Evolution Information Alerts

To cater for the move by many businesses to increase staff productivity and become more efficient, the Information Alerts module has been designed to streamline key roles within the business. The module allows you to receive notifications based on a set of predefined criteria to allow for better planning and control in your business.

Information Alerts can be configured to send out notifications to relevant users via e-mail or Resolve (CRM) incidents. These notifications can be set up to notify you on time based intervals, daily, weekly or monthly. It comes with a set of predefined methods, which the business can utilise to define which criteria they would like to be aware of, for example a client reaching their credit limit. An action can be, for example a notification being generated and sent to the financial manager, who can then take action. The module currently supports the Accounts Receivable and Payable, Inventory and Job Costing modules.

Pastel Evolution Bank Statement Manager

This module allows for the cash book to be electronically populated when a bank statement is imported where large volumes of transactions are processed. Once verified, the information can be updated to a cash book batch and then to the General Ledger. The bank statements are acquired by using a download facility that's provided by each of the four major banks in South Africa (ABSA, First National Bank, Standard Bank, Nedbank). Supported formats include OFC, CSV and ASCII.

The advantages of using this module include the instant processing and coding of accounts once the initial process of assigning recurring coding has taken place. The process of reconciliation and account coding is virtually guaranteed. Another benefit exists for transactions where the codes have been assigned as per the relevant accounts. Codes need not be assigned a second time – only new transactions have to be coded in the months to follow.

Pastel Evolution Procurement

The Procurement module is a three tiered process that allows you to precisely manage the numerous purchase orders in your business and keep control of purchases either for internal purposes or specific projects. The first tier is the requisition process where the purchase of an item or consumable can be requested and routed to a head of department for authorisation.

The second tier allows purchase orders to be generated based on configurable rules. Different levels of authorisations can be administered and set up. The procurement process also validates all purchases against budgets set up in the General Ledger.

The third tier allows the purchase order to be converted into a goods received voucher to receipt the inventory items. Throughout the span of a requisition to purchase order completion, all movements or comments are logged against incidents in Resolve Premium. Workflows and escalation rules can be configured to create efficiencies and automate processes ensuring that purchase orders are actioned on time.

Pastel Evolution Multi-Currency

The Multi-Currency module allows you to process customer and supplier transactions in their currency. Pastel Evolution tracks foreign currency, customer and supplier values in both the foreign and the local currency. You can view balances and transactions in either currency at any time.

You can maintain separate buy and sell rates for each currency. Pastel Evolution maintains a history of exchange rates so that you can process transactions at earlier dates using the most accurate exchange rate. When you process customer receipts or supplier payments, Pastel Evolution uses the current exchange rate to calculate any foreign exchange profit or loss, which it posts automatically.

The Multi-Currency module allows you to:
- Process and print customer and supplier sales and purchase documents in foreign currency or home currency.
- Print customer and supplier statements, age analysis and transaction reports using foreign currency or home currency.
- Process foreign currency cash book transactions.

Pastel Evolution Branch Accounting

Organisations that have legal entities in multiple locations struggle with the challenges of optimising operational efficiencies and control within their distributed branches. Branch Accounting lets you simplify and streamline business processes and transactions between all of these entities.

Branch Accounting introduces bi-directional synchronisation and consolidation of data. Information is now shared, consolidated and saved on both the centralised system at head office as well as at branch level. A practical example is that all financial, inventory and pricing data is always up-to-date and consistent across branches. Product prices can be changed at head office level and automatically pushed to all branches.

Some of the other benefits of Branch Accounting include the ongoing ability to transact at local level even if the ADSL lines or virtual private network goes down. In addition, any potential loss of data due to fire, theft etc. can be kept at a minimum because the regular consolidation and replication activity performed by the system means that data is housed in two locations, over and above any off-site backup processes. Data for a particular branch can be rebuilt and sent to the relevant branch within hours of loss of data.

Branch Accounting assists in:

- Increasing productivity as a result of time saved and simplified transactions.
- Minimising error potential with once-off entry of information.
- Providing full visibility into business activities with the complete audit trail, which details transaction histories per branch.
- Creating efficient, cost-effective transactions with affiliate and subsidiary companies.

Main features in Pastel Evolution Branch Accounting:

- Centralised or decentralised accounting.
- Document numbers and transaction types per branch.
- Ability to merge data to the head office database.
- Reports consolidated by branch at head office.
- Global and local customers and suppliers.
- File Transfer Protocol (FTP) as a communication protocol.

Branch Accounting Synchronisation

Evolution Database

Head Office
FTP & Sync

Cape Town

Botswana

Namibia

Kenya

Australia

System Requirements

	Single User	Workstation	Server (< 10 users)	Server (11 – 20 users)
Hardware				
Minimum	Single Core 1 Ghz	Single Core 1 Ghz	Dual Core 2Ghz	Dual Core 2Ghz
Recommended	Dual Core or more 2Ghz or faster	Dual Core or more 2Ghz or faster	Quad Core or more 2Ghz or faster	Quad Core or more 2Ghz or faster

PLEASE NOTE: 32-bit (x86) and 64-bit (x64) processors are supported.

	Single User	Workstation	Server (< 10 users)	Server (11 – 20 users)
Operating System				
Minimum	Microsoft® Windows XP Professional Edition Service Pack 3 or later	Microsoft® Windows XP Professional Edition Service Pack 3 or later	Windows Server 2003 R2 Standard Edition Service Pack 2 or later	Windows Server 2003 R2 Standard Edition Service Pack 2 or later
Recommended	Microsoft® Windows 7 Professional Edition Service Pack 1 or later	Microsoft® Windows 7 Professional Edition Service Pack 1 or later	Windows Server 2008 R2 Standard Edition Service Pack 2 or later	Windows Server 2008 R2 Standard Edition Service Pack 2 or later

PLEASE NOTE: Windows XP Home, Windows 7 Starter and Windows 7 Home Premium editions are not supported by Pastel Evolution.

	Single User	Workstation	Server (< 10 users)	Server (11 – 20 users)
RAM				
Minimum	2GB	2GB or more	4GB or more	4GB or more
Recommended	4GB or more	4GB or more	4GB or more	8GB or more
Screen Resolution				
Minimum	1024 x 768	1024 x 768	1024 x 768	1024 x 768

Database Server

Recommended	Microsoft® SQL Server 2008 R2 - Service Pack 1 or later.

FTP (File Transfer Protocol) Server

Recommended	Microsoft® FTP running IIS 6.0 or later (for Branch Accounting environments).

Additional Important Information

Recommended	If you have 11 users or more on your network, we strongly recommend you speak to your Pastel Evolution Business Partner regarding the system requirements recommended for your specific environment.

Other System Requirements

- Microsoft® Excel 2007 or later (for the Business Intelligence Centre module).
- DVD Rom.
- 256 Colour VGA or SVGA Graphics.
- The online help requires Internet Explorer version 6 or higher, or a compatible browser.
- Up-to-date network drivers, service packs and updates for your network and operating systems.
- Windows 7 personal computers/notebooks need to ensure that the recommended RAM memory requirements and Video Graphics adapters are met.
- The above serves as a guideline. Hardware requirements may differ depending on the operating system and the version of SQL Server.

Microsoft Partner
Gold Independent Software Vendor (ISV)

Comparative Features Table

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

		My Invoicing	My Business	Xpress Start-Up	Xpress	Partner	Evolution
Base	Database Manager	MS SQL Express	MS SQL Express	Pervasive	Pervasive	Pervasive	MS SQL
	Number of users	Single	Single	Single	1 – 3 ◊	1 – 20 ◊	1 – 1000+ ◊
	Number of companies	Unlimited	Unlimited	Single	Unlimited	Unlimited	Unlimited
	Number of Financial Years	Unlimited	Unlimited	2***	2***	2***	5
	User Defined Fields	Yes	Yes	Yes	Yes	Yes	Yes
	General Ledger	No	No	Yes	Yes	Yes	Yes
	Segmented GL Accounts	No	No	No	No	No	Yes
	Cash Books	None	Unlimited	30	30	30	Unlimited
	Customers	Yes	Yes	Yes	Yes	Yes	Yes
	Quotations	Yes	Yes	Yes	Yes	Yes	Yes
	Invoices	Yes	Yes	Yes	Yes	Yes	Yes
	Suppliers	No	Yes	Yes	Yes	Yes	Yes
	Purchase Orders	No	Yes	Yes	Yes	Yes	Yes
	Inventory	Yes**	Yes	Yes	Yes	Yes	Yes
	Segmented Inventory Items	No	No	No	No	No	Yes
	Import Cost Allocations	No	No	No	No	Yes	Yes
	Projects	No	No	Yes	Yes	Yes	Yes
	Report Writer	No	No	No	No	Yes	Yes
	Stationery Customisation	Yes	Yes	Yes	Yes	Yes	Yes
Add-On Modules*	Multi-Currency	No	No	No	No	Yes*	Yes*
	GL Manager	No	No	No	Yes*	Yes*	No
	Business Intelligence Centre	No	No	No	Yes*	Yes*	Yes*
	Receipting	No	No	No	No	Yes*	No
	Time & Billing	No	No	No	No	Yes*	No
	Point of Sale	No	No	No	Yes*	Yes*	Yes*
	Cash Manager	No	No	No	No	Yes*†	Yes*
	Bank Manager	No	No	Yes*†	Yes*†	Yes*†	Yes*
	Serial Number Tracking	No	No	No	No	Yes*	Yes*
	Multi-Store/Warehousing	No	No	No	No	Yes*	Yes*
	Job Costing	No	No	No	No	No	Yes*
	Bill of Materials	No	No	No	No	Yes*	Yes*
	Manufacturing	No	No	No	No	No	Yes*
	Mobile	No	No	No	No	No	Yes*
	Lot Tracking	No	No	No	No	No	Yes*
	Fixed Assets	No	No	Yes°	Yes*°	Yes*°	Yes*°
	Payroll	No	No	Yes°	Yes°	Yes°	Yes°
	Resolve Basic (Contact Management)	No	No	No	No	No	Yes*
	Resolve Premium (Contact Management)	No	No	No	No	Yes°	Yes*°
	Pricing Matrix (Disc. Matrix & Vol. Disc.)	No	No	No	No	Yes	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	No	No	Yes*	Yes*	Yes*	Yes*
	Retail Point of Sale	No	No	No	No	No	Yes*
	Branch Accounting	No	No	No	No	No	Yes*
	Project Tracker	No	No	No	No	Yes*	Yes
	Procurement	No	No	No	No	No	Yes*
	Municipal Billing	No	No	No	No	No	Yes*
	Voucher Management	No	No	No	No	No	Yes*
	Delivery Management	No	No	No	No	No	Yes*
	Information Alerts	No	No	No	No	No	Yes*

*   Purchase as an add-on module
°   Purchase as a stand-alone module
** Can sell items but does not control costs or quantities
*** 5 years worth of transactions are stored, but only 2 years are available for processing and for standard reports, available through the View menu
†   Annual License Fee product

Annual Renewal

Pastel Evolution Accounting and all modules within the Evolution range are subject to an annual renewal fee. This business model provides customers with a number of important benefits including updates and upgrades and first line telephonic and e-mail support. The compulsory annual renewal is payable on the anniversary date of registration of the Pastel Evolution 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 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 businesses that consider Pastel Evolution a crucial element to the efficient and competitive running of their business.

Pastel Peace of Mind

The Pastel range of products – My Business, Pastel Xpress Start-Up, Pastel Xpress, Pastel Partner and Pastel Evolution - ensures that from start-up to medium-size enterprises, through to large organisations, your business software will sustain and support continued growth.

Powerful and flexible, Pastel's feature-rich applications are suitable for a broad range of industries.

Softline Pastel is committed to ensuring that you get the very best out of your software. That's why we continuously invest in improving our comprehensive service and support infrastructure.