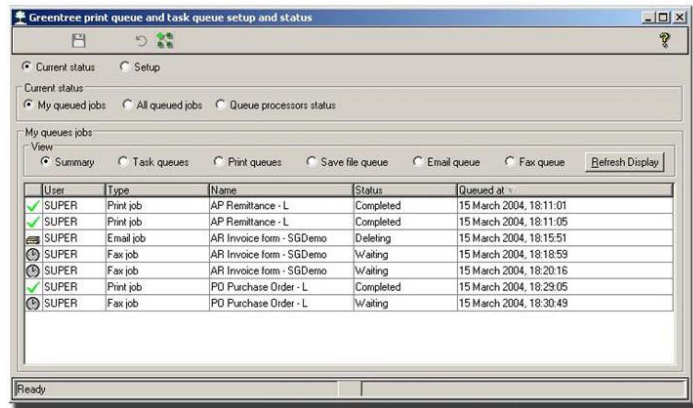


Every business looks for ways to save valuable time spent on repetitive, yet essential, administration tasks. At the push of a button Greentree's eReporting provides the flexibility and ease to automatically send reports and business documents to customers and suppliers via fax or email.



Key Benefits

Vital functions at your fingertips

eReporting provides the ability to automatically transmit invoices, statements, remittance advices and purchase orders to customers and suppliers from within Greentree via email, fax, or post. Each user has a variety of report formats to choose from such as HTML, JPG, PNG (colour), and PNG (black & white), based on their requirement.

Financial gains

With these powerful capabilities, eReporting will pay for itself within a very short space of time. Just add up the cost of postage, stationery and all that valuable staff time currently spent in preparing your monthly mailings. Using eReporting will considerably reduce these costs and staff time can then be allocated to better servicing your customers.

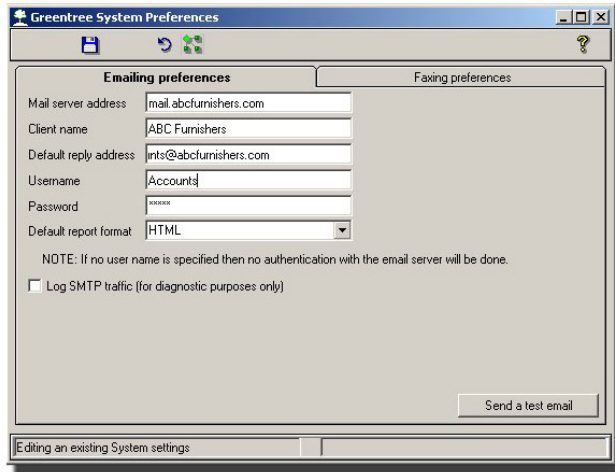
Tailored to your needs

Greentree's eReporting allows the automatic formatting, processing, and delivery of many business documents, including Account Receivable invoices and statements, Accounts Payable remittances and Purchase Orders, by the appropriate delivery format defined for each customer or supplier.

Commonly used reports, such as customer invoices, customer statements, supplier remittances and supplier purchase orders, can be produced by print, email, or fax, based on the needs of the customer or supplier. The preferred output format for each customer or supplier is recorded in the master files of the Greentree system, guaranteeing the report will be generated in the correct format every time.

Automatic Remittances

eReporting will dramatically reduce the time spent manually processing and printing the monthly remittance advices that are posted out to suppliers. Using eReporting, each individual supplier can nominate which method they would prefer to receive the remittance advice by, email, fax, or post. Email address or fax number details are then entered against each supplier specifically for remittance advices. On printing of the remittance advice batch, the job is simply passed to the task queue where it is separated into individual tasks per remittance advice. Once they have been processed, the task queue forwards the jobs to the relevant print, email or fax queue for distribution.

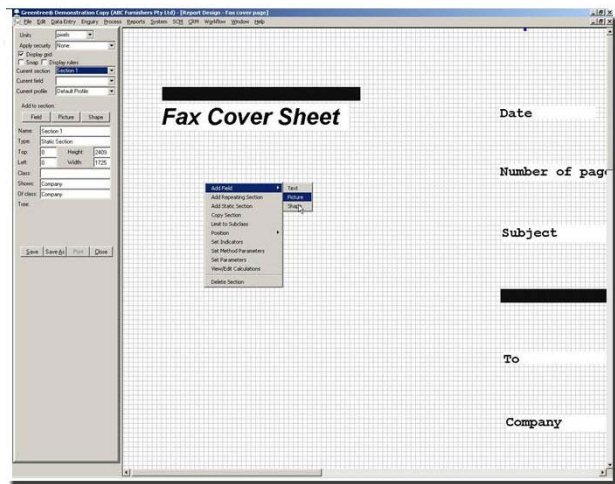


Company Preferences for Email

To save time and to maintain company standards, Greentree allows system wide email and fax preferences to be specified. When reports are emailed to your customers or suppliers the system will use the preferred options in the Utilities menu, which means time is not wasted having to specify the criteria each time a report needs to be sent. Email preferences include mail server address, client name, reply email address, username and password and also the default report format.

Faxing Preferences

Keeping to the expected business standards of sending faxes, eReporting allows faxes to be sent with a cover page outlining the sender's and receiver's details, the number of pages sent and relevant comments. When faxes are sent these details are automatically filled in and the cover page is sent along with the report. Users can also choose whether or not to include a fax cover page.



Customised Reporting

Greentree has provided a standard cover page report, Fax cover page, created using the Greentree Report Writer, which can be customised to suit your business. Providing the user with further flexibility, each individual report can have its own cover page specified. Users can choose from a range of cover pages to print with their selected report.