



**SYSCOM ERP**

**MODERN MANUFACTURING  
SOFTWARE**





# AN INTRODUCTION TO SYSCOM ERP

Syscom ERP is a modern and flexible ERP software solution designed and developed by Syscom PLC, ideal for manufacturers of all types.

It offers a complete ERP system unifying data and processes across multiple sites, connecting staff, customers and suppliers regardless of time or location.

Requiring minimum maintenance and IT resources, Syscom ERP offers a significant business advantage with a rapid return on investment.

As companies struggle to compete in today's highly competitive market, a means to operate gracefully using highly accurate information is a great advantage, having goods delivered on time and at the right price. Syscom ERP is proven to deliver this desirable result.



## **USE SYSCOM ERP ON THE GO**

The system can be accessed anytime, anywhere and from any device.



## **HIGHLY SCALABLE**

Syscom ERP is suitable for organisations both large and small.



## **GLOBAL SOLUTION**

Syscom ERP offers multi-currency and multi-lingual functions.



## **REAL TIME ORDERS**

Orders are instantly ready to be picked up, improving order turnaround and customer satisfaction.



## **WIDE VARIETY OF USER INTERFACES**

Deploy user interfaces that best fit the needs of individual departments and business processes.



## **COMPREHENSIVE ERP SOLUTION**

Syscom ERP is a complete business management system, unifying data and processes.

# MODULES

Syscom ERP contains a variety of fully integrated modules which can be combined together to form a complete system, covering:



## FINANCIAL

- Accounts Payable
- Accounts Receivable
- Cashbook
- General Ledger
- Tax



## PRODUCTION

- Bill of Materials (BOM)
- Manufacturing Resource Planning
- Production Activity Control



## SALES

- EDI Processing
- Sales Order Processing
- Web Transactions



## PROCUREMENT & DISTRIBUTION

- Inventory
- Purchase Order Processing
- Warehousing



## CUSTOMER SERVICE

- Customer Relationship Management



# FINANCIALS

Manage your company's finances with ease and clarity using the financial modules in Syscom ERP: Accounts Payable, Accounts Receivable, Cashbook, General Ledger, and Tax.

## ACCOUNTS PAYABLE

The Accounts Payable module lets you easily track invoices and expenditures. Invoices can be received manually or electronically or through a vendor portal.

Once invoices have been entered into the system, they can be reviewed for approval. This process can be automated so that when particular criteria are met, invoices are automatically approved and any remaining invoices are left for manual review.

Different amounts can be set to different general ledgers, such as freight or tax.



### EASILY MANAGE YOUR SUPPLIERS

Maintain various aspects of each supplier including setting the default payment term and the currency they deal in, and also adding a minimum PO value.



### CONTROL INVOICE AUTHORIZATION

Hold invoices until they are ready to be released, for example if there are any queries such as quantities or values.



### SET UP AUTOMATIC PAYMENTS

You can generate automatic payments for various suppliers for a single bank and create a BACS file which can be imported into third-party systems.



## ACCOUNTS RECEIVABLE



### AUTO RECONCILIATION

Import reconciliation files into Syscom ERP and reconcile hundreds of payments with one click.



### TAKE CARD PAYMENTS

With the Barclaycard API, payments can be taken for any amount – part payment or full balance.



### OVERDUE PAYMENTS

Automatically put customers on stop if they do not keep up to date with invoices and put future orders on hold.

Within the Accounts Receivable module, you can easily maintain aspects of your customers including:

- Setting different customers to receive or pay for the goods ordered
- Price adjustments – adding or subtracting any percentage that a customer would pay
- Default delivery and service methods
- Making the customer a Proforma customer
- Maintaining the reports that the customer will be sent – order confirmation, invoice etc.

## CASHBOOK

Control your businesses day-to-day finances with ease with the Cashbook module. The Cashbook module also allows you to update the system finances with the input of cash from physical tills or payment points.

### PAYMENTS ENTRY

Payments can be made against a customer, supplier or a general ledger code. Once entered, payments can be applied against an invoice. Card payments can be taken over the phone with the Sage Pay integration, and payments can be processed in a variety of currencies.

### STANDING ORDER ENTRY

Create, amend, and delete standing orders / direct debits. You can set a fixed amount or allow variable amounts and limit the number of times to action a payment.

# GENERAL LEDGER

With the General Ledger module, you can create all the individual general ledger's within the system, so that financials can be posted.

- Set the type of general ledger – asset, liability or operating
- Make the general ledger either debit or credit

## EXCHANGE RATES

The General Ledger module lets you set the from and to exchange rates. Exchange rates can be set up using effective and expiry dates, so certain rates can be used at certain times.



### BUDGET ENTRY

Create budgets for a general ledger for 3 accounting years - previous, current, and next.



### IMPORT & EXPORT

Budgets can be imported via or exported to an Excel document or a CSV file.



### EASILY COMPARE

Compare the actual values used to the budgeted values on the same screen.



## TAX

Within the Tax module, tax codes can be assigned to customers, suppliers, items etc. You can set the rate for each level of each tax code. Each level can have its own general ledger account.

## VAT 100 RETURN

This feature displays the VAT values since the last tax return. The tax return can be exported into a JSON file, which can then be imported into MTD (Making Tax Digital) for digital tax returns that go straight to HMRC.



# PRODUCTION

## BILL OF MATERIALS

Within the Bill of Materials module, you can:

- Maintain the components (ingredients) used to make the finished item, such as component code, quantity and any scrap (wastage)
- Allow multiple revisions, so that the finished good can be updated at anytime & copy the complete version to another item code
- Use effective and expiry dates – dictating the dates when the finished good can be manufactured
- Calculate the cost to manufacture an item based on component price, labour and material for each component



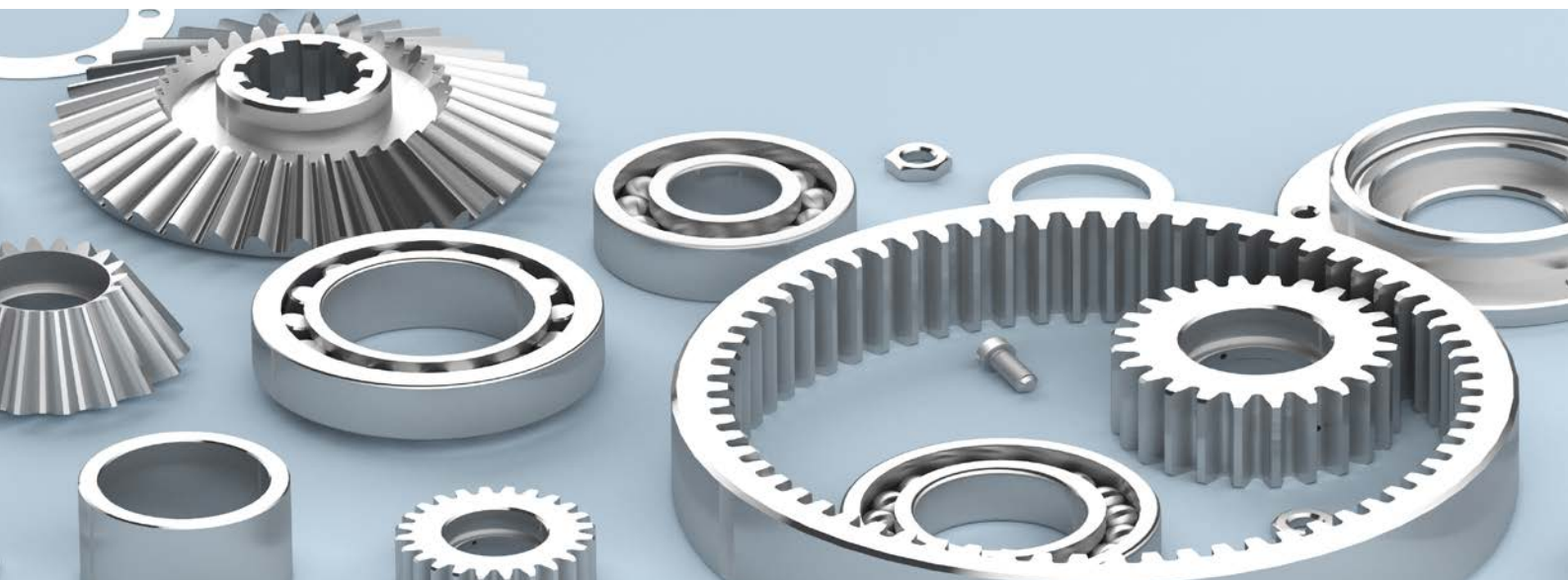
### INCREMENTAL BOM

Because some items can contain hundreds of components and have multiple different attributes, Incremental BOM allows the components on these items to be updated with a couple of clicks.



### ACCURATE COSTINGS WITH ROUTING AND OPERATIONS

Tell the system how the finished good will be manufactured (recipe), what machine is being used and how long each stage of the manufacturing process will take - this leads to more accurate costings.



# MANUFACTURING RESOURCE PLANNING

Manage your manufacturing processes with the Manufacturing Resource Planning (MRP) module, including production planning and scheduling.



## MATERIALS REQUIRED

See items that have demand (from a customer or a works order) and the quantities required, or run a simulated plan.



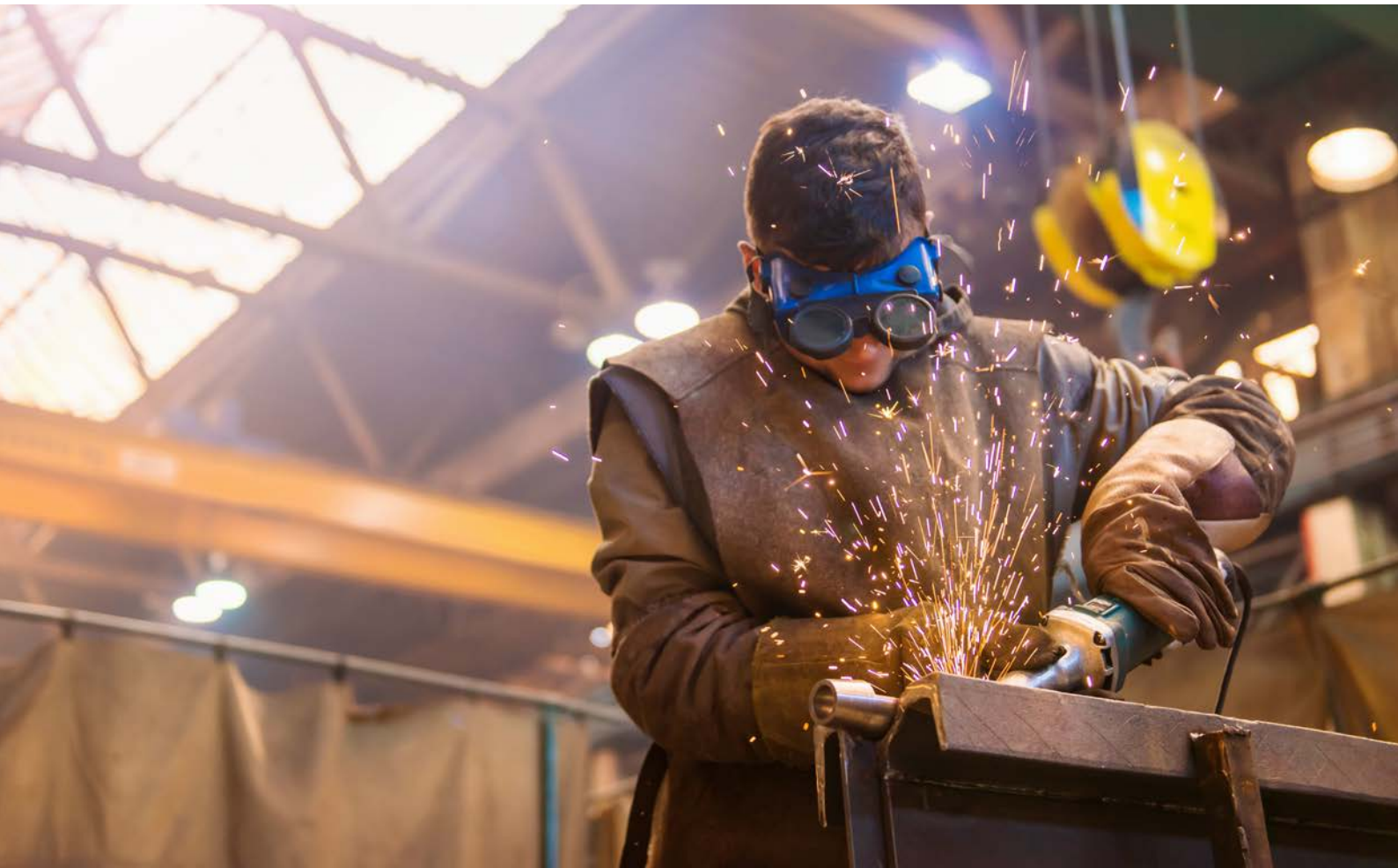
## PURCHASED ITEMS

Create requisitions based on calculated demand and easily convert them into purchase orders.



## WORK ORDERS

Create work orders for items or components that need to be manufactured in house.





# PRODUCTION ACTIVITY CONTROL

The Production Activity Control module lets you:

- Record activities performed on the shop floor
- Move multiple work orders or multiple jobs with 1 click
- Issue the allocated components to the work order
- See a warning if there are not enough components in stock to complete the operation



## WORKS ORDERS

Works orders can be linked to a sales order, so as soon as the item is received into the inventory it is allocated to the sales order to speed up the despatch process. Each item can be individually raised or grouped together as jobs, plus jobs or work orders can be raised in bulk via an import function.

## COMPONENT ALLOCATION

This feature checks to see if there is enough of the required component on hand, and allocates the components to the work order / job from multiple locations (shelves, bins, racks).

## RECEIVING FINISHED GOODS

Finished goods are received into the inventory so they can be sold. This functionality allows the full or part of the work order to be received, and automatically closes the work order down when fully received. Multiple work orders / jobs can be received at one time via an import.

# PROCUREMENT & DISTRIBUTION

## INVENTORY

The Inventory Management module allows you to control inventory, manage your supply chain effectively and collaborate with your suppliers & customers efficiently. It has been designed to give you a 360° visibility window into your supply chain including stock movement in all locations, irrespective of whether you have a distributed manufacturing process or a single site.

It should be this easy, yet for many companies being able to measure demand patterns or supplier reliability is not an easy task.

Knowing what stock you should have to hand along with the flow of inventory to meet your demand patterns will make sure you are giving your customers the service levels they seek.



### **KEEP CONTROL OF COST**

Syscom ERP Inventory Management allows you to keep tight control of cost and supplier performance.



### **ACCURATE VIEW OF STOCK**

Attribute maintenance and matrix functionality ensures you always have an accurate view of stock.



### **DEMAND FORECASTING**

Know the predictability of your demand to item level, along with the reliability of your supply.



Inventory Management allows you to:

- Handle multiple units of measure both for stock and sales
- Easily undertake stock takes - generate count sheets to record results and update this in Syscom ERP so physical stock levels match the system stock levels
- Track by lot/serial/dye lot and piece
- Use barcoding
- Use manual and automatic stock allocation at point of order entry or after order acceptance
- Set a brand on items and utilise brand restriction - limiting access to set customers for certain brands
- Handle unlimited warehouses, keeping all dynamic attributes such as quantities, costs, storage structures and pricing by warehouse

## **FLEXIBLE STOCK HANDLING**

Easily deal with 'one-time' non-stock items, in addition to stock adjustments, transfers, receipts, shipments, production updates and requisitions plus dynamic labelling of stock storage and stock types.

## **ITEM MAINTENANCE**

Attribute item and price maintenance with unlimited flexibility in amending complex attributed products. Also create generic and variant items, set the volume and weight of the item to be used for customs documents, store the default price in multiple currencies and record material composition of the item.

## **WAREHOUSE TRANSFERS**

Transfer stock in bulk from one warehouse to another, or from one location to another in the same warehouse (intra movement), receive from and send stock to transit warehouses, move stock from inspection into a 'normal' warehouse where the item can be sold, and request stock from another warehouse, and allocate to the required warehouse.





# PURCHASE ORDER SYSTEM

Streamline your purchasing process with this module that offers easy purchase order entry and simple receipt entry.



## ITEM SUPPLIER CONTROL

The same item can be priced differently, depending on the supplier, and you can restrict the items that can be ordered.



## REQUISITION ENTRY & CONFIRMATION

Create requisitions manually or via bulk import & convert into a PO with a couple of clicks or convert to sales orders for different entities.



## RECEIPT RECONCILIATION

3-way matching matches PO against receipt and invoice, reconciles the invoice and creates all required financial transactions.



# WAREHOUSING

Control the set up of your warehouses with this module.



## WAREHOUSE MAINTENANCE

Create normal, transit or inspection warehouses and assign storage / sub-storage locations.



## STORAGE / SUB-STORAGE

Create storage and sub-storage locations with automatic allocation features.



## KEEP AN EYE ON QUALITY

Record quality checks of inspected items with multiple reason codes.

# SALES

## SALES ORDER PROCESSING

The Sales Order Processing (SOP) module is used for controlling the end-to-end sales process. It is fully integrated with purchasing and inventory to help improve your customer service.

When processing an order, Syscom ERP makes sure that any raw materials are provisioned, the work has been scheduled correctly, then when complete it is dispatched and invoiced in accordance with the terms of that order.

Syscom ERP's SOP module allows you to requisition and control inventory, manage supply chain expectations and collaborate with suppliers and customers to convey details effectively.



### **AUTOMATIC ALLOCATION**

Set up automatic scheduled import of all sales orders with the ability to immediately allocate available stock, in a batch or individually.



### **FLEXIBLE PRICING OPTIONS**

Use flexible pricing options by customer, customer type, dates, quantity or item for effective sales promotions and customer management.



### **HANDLE RETURNS WITH EASE**

Return items back into inventory, generate credit memos and consolidate them in the same way as an invoice.



### **SALES ORDER ENQUIRY**

View all sales orders, easily find the source of the order and any document numbers relating to it such as picking slip, despatch or invoice number.



### **INTEGRATION WITH CARRIERS**

Syscom ERP integrates with carriers such as Royal Mail, FedEx & DPD, and tracking numbers are automatically updated within the system.



### **PICK SCANNING MOBILE APP**

Items can be scanned into a box with the pick scanning app, and documents and shipping labels will be automatically printed.

## **SELL ONLY WHAT CAN BE BOUGHT**

Being rules based, only that which you wish to sell can be bought eliminating the risk of error at order entry. However, those with the correct authority may override rules and this information is captured within the audit trail should it be queried at any point.

## **ACCURATELY RECORD THE DETAILS OF CUSTOMER ORDERS**

The SOP module has rapid multiple line and single line order entry options, including EDI orders. These can be processed back to back with purchase orders, requisitions or works orders from the sales order entry. There is an optional matrix sales order entry for items with multiple product attributes, that can be ordered with a few clicks.

## **MASS AMENDMENTS**

Mass amendments can be made to multiple sales orders at the same time including carrier/service, request date and item code, plus update item prices with one click.

## **HANDLE DESPATCHING WITH EASE**

Despatch multiple orders for a customer on the same despatch number, enter box barcodes via scanner or manual input, and automatically print invoices if required.

## **EASY INVOICING**

Generate invoices at any stage of the order process – order, picking or despatch. Invoice multiple sales orders under one consolidated invoice, generate invoices as an XML file for easy import into 3rd-party systems. In addition, create sundry invoices for ad-hoc transactions.





# EDI PROCESSING

The EDI Processing module allows multiple sales orders to be created from a CSV.



## USE AN EDI TEMPLATE

Set fields within Syscom ERP, in the same order as the file to be imported, at both header and line level and overwrite values with EDI defaults.



## AMAZON INTEGRATION

API support allows integration with Amazon web orders, so they can be downloaded and imported with 1 click.



## 1 CLICK SALES ORDERS

Create sales orders with 1 click in multiple files or multiple orders on a single file. This can be scheduled to run at any time.



# WEB TRANSACTIONS

The Web Transaction module controls the setup for the integration B2B (business to business) or B2C (business to customer) websites.

## CONNECT TO A B2B WEBSITE

When orders are created on the B2B website, they hit EDI. EDI then automatically validates the order and creates the sales order. If there is enough stock to allocate the order, allocation takes place.

## CONNECT TO A B2C WEBSITE

Similar to the B2B website connection, but in addition to allocation, picking slips can be generated. In the case of insufficient stock to fulfil the order, an email is sent to notify the appropriate person.

# CUSTOMER SERVICE

## CUSTOMER RELATIONSHIP MANAGEMENT (CRM)

The Customer Relationship Management module helps your sales teams easily control and take care of the customers and prospects you deal with.



### MANAGE CONTACTS & ACTIVITIES

Create contacts and assign them to a company, record follow-ups, send emails and store notes against a contact or company.



### TELEMARKETING SCRIPTS

Store telemarketing scripts that display pre-written questions or prompts to give your sales team confidence on the phone.



### EASILY IMPORT CUSTOMER DETAILS

Import data from other modules into CRM. An in-built duplicate checker ensures no duplicate data is imported.

