InterAcct for Job Accounting

Why InterAcct?

☑ Job Purchasing

Often the first step once a job has been won is to purchase materials from Suppliers and raise Works Orders on Sub Contractors

☑ Auto Accounting

This option is used with Kit Issues by taking the material estimate as a basis to raise pro forma purchase orders

☑ Cost Mark-ups

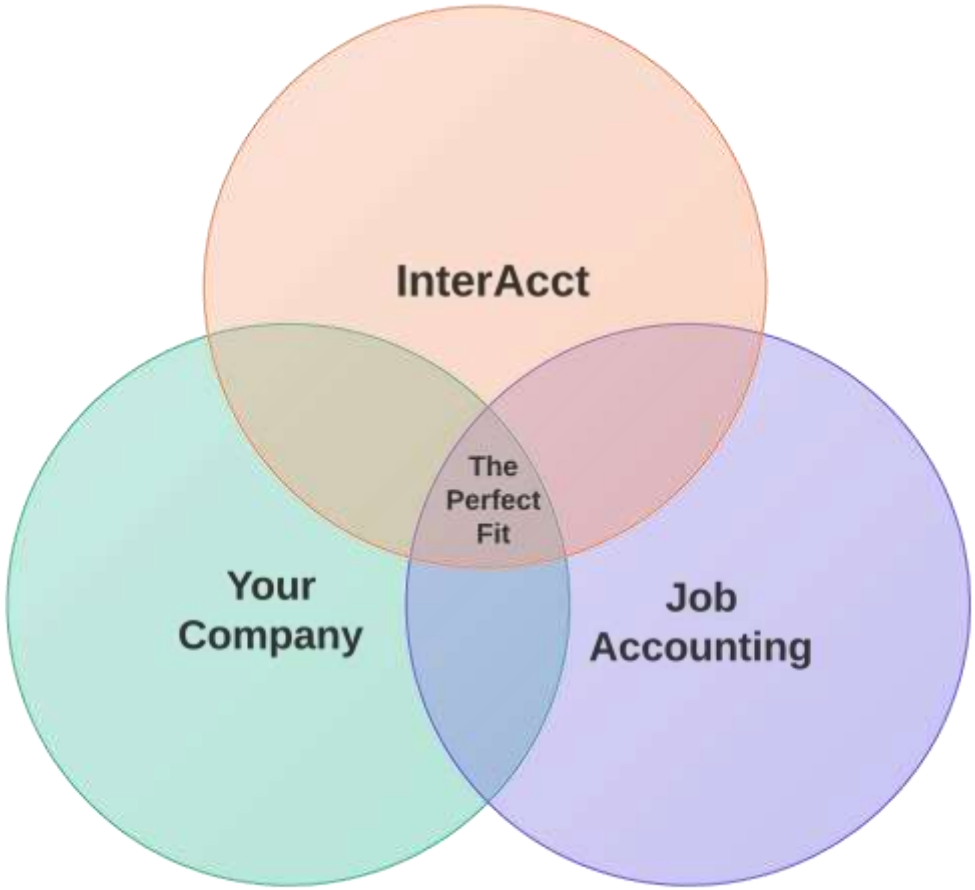
As you enter job related accounting cost transactions, a markup % is applied in order to calculate the Expected Revenue

☑ Contract Pricing

Jobs are often Do & Charge, or based upon an Contract Price - subject to agreed Variations to Contract

☑ Budget/Forecast

InterAcct compares actual costs against the job's Adjusted Budget Costs, and the latest Forecast - to show and explain variances



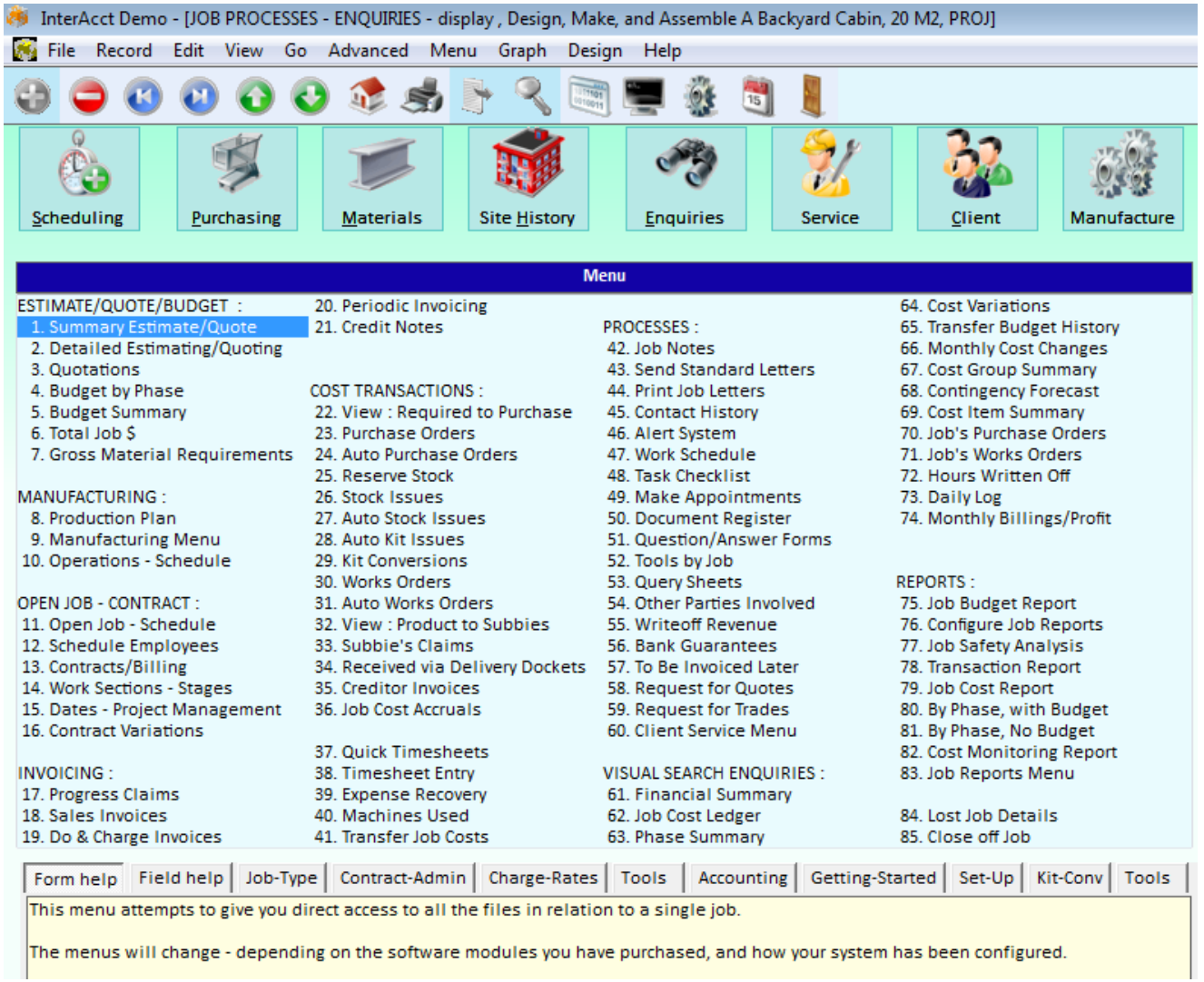
Job Transactions & Processes

A

B

C

D



Job Transactions (flowchart)

'Integrating estimating with quotations and then accounting saves time and improves accuracy'

Accounting :
Accounting transactions can be entered under each job, or at the main Accounting Menu - they 'mirror' each other

Auto Update :
As each transaction is entered, the job costs are updated in Total, by Phase (option), and by Cost Item. Variance to budget is calculated too.

Integration :
Transactions also update the General Ledger, BAS/GST, and a wide variety of cost/profit analysis enquiry screens



Key Features & Advantages

	Feature :	Advantage :	Base?
Purchase Materials	Manual or semi-automatic purchasing for a job	Purchasing can be based on the Job's Budget requirements - net of any stock available	Option
Stock Issues	Both manual and semi-automatic issues from existing stock	Shows gross and net product requirements	Option
Reserve Stock	Reserve stock held for future use for a job	Reduces the net available balance of stock	Option
Works Orders	Manual or semi-automatic	Instructions to Sub Contractors to do works	Option
Subbie's Claims	Sub Contactors claims against Works Orders	Include approved variations	Option
Delivery Dockets	Receive materials without a Creditor Invoice	Auto Receive against Purchase Order option	Option
Creditor Invoices	Supplier and Creditor expense invoices	Option to match to Purchase Order - cost variances	Option
Employee Timesheets	No need to reconcile exactly to Payroll - can have more or less hours than actually paid	Charged, Non Charged, Allowances, and time Written Off - updates employee performance	Option
Machine Timesheets	Your Plant & Machinery used on the job	Machine utilisation statistics - profitability	Option
Expense Recovery	Recovery sundry consumable items used on a job	Monitor actual and recovered costs	Option
Budget v's Actual	Actual costs are posted against the job to calculate variances to budget/forecast	Cost breakdown in Total, by Phase, by Cost Group, and Cost Item	Option
Expected Revenue	Actual Costs are marked up to calculate the expected job revenue - to compare with the Contract/Invoices	Compare Budget revenue, adjusted contract price, and actual revenue - by job by month	Option
Personalisation	Remember, that InterAcct is normally personalised to suit each client - removing unwanted fields/menus	You can simplify the use of your InterAcct system so that you only see what information you need	Option
Reporting	Numerous options available - detailed and summarised - can be personalised to suit	Also Report configurators & Report Generators - to create your own report designs	Option

Screen 1: Convert Estimate to Budget

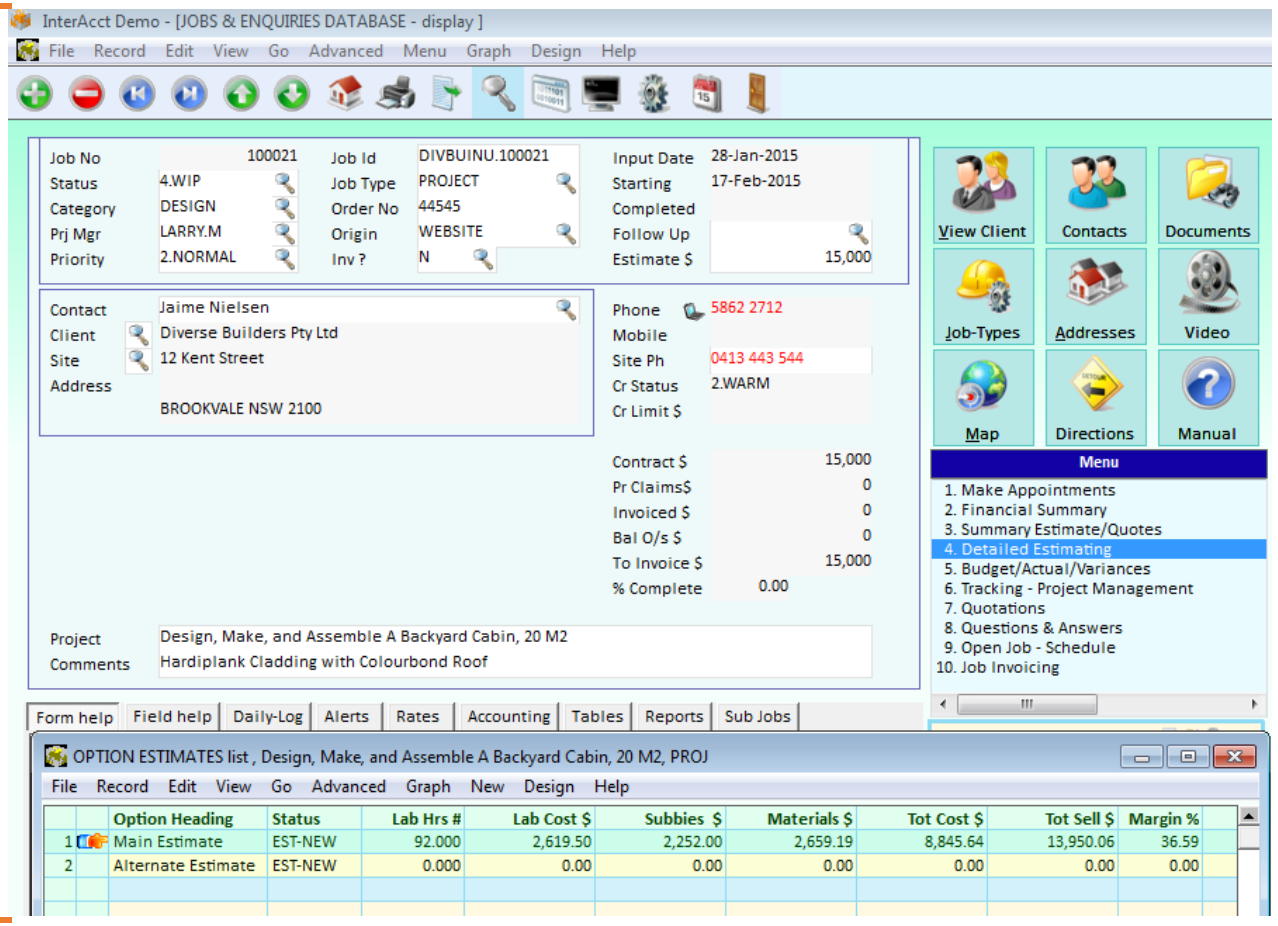
Job Open & Ready for Business :
By this stage the user has input the Job Open details via Menu [9] and so the Job Status has changed to “WIP” (Work in Progress).

If a previously entered a Detailed Job Estimate(s), (under Menu [4]), the user can now elect to automatically copy that across into the job’s Budget (Menu [5]).

Alternatively, it is easy to input the job’s budget. If using a 3rd Party software program to estimate, it may be possible to import that data into InterAcct as an automatic process.

Of course, it you don’t want/need a comparison between a job’s budget (and forecast) with the actual costs, then there is no compulsion to have a Job Budget.

Having a Job Budget allows the ability to drill down into the details of a job’s costing to identify what factors are causing the cost variances.



Screen 2: Job Budget Details

Optionally create a Budget :
There is the option to create a Budget for a job (or copy down a previously used Estimate for that job.

That Budget can be (optionally) broken down by work "Phases", and then by Cost Item.

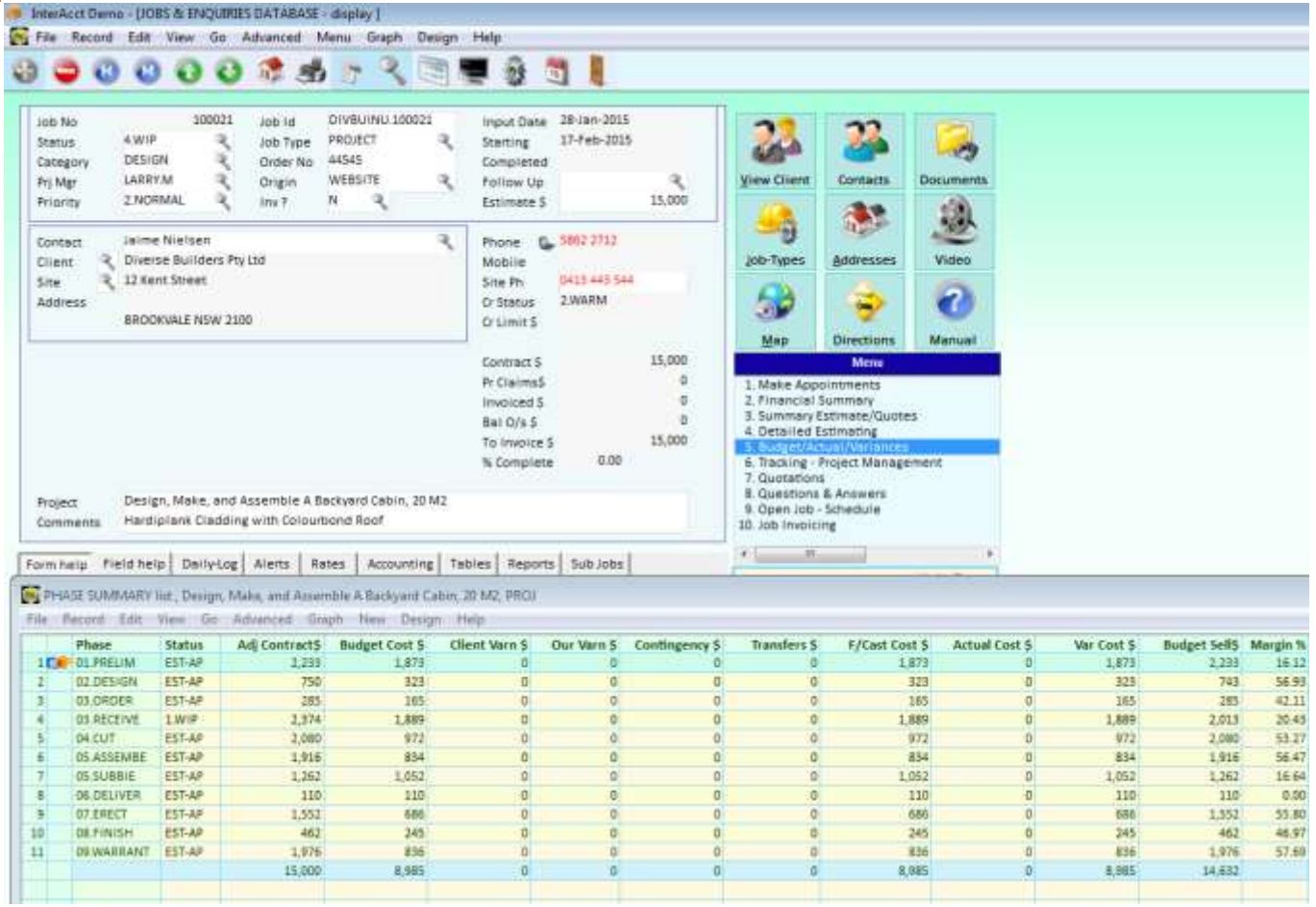
Cost Items are broken down into five areas :

1. Direct labour - by labour class
2. Materials (eg. Each, M2, M3, LM, etc.)
3. Trades - Sub Contractors (trade tasks)
4. Plant & Equipment use/hire
5. Sundry costs

The agreed Contract price can be assigned to each Phase in order to later enable Progress Claims based on a percentage complete by Phase.

That Budget can be revised later as a Forecast :

- ✓ Variations to Contract
- ✓ Contingency for future possible variations
- ✓ Transfers between one Phase and another



Screen 3: Project Management

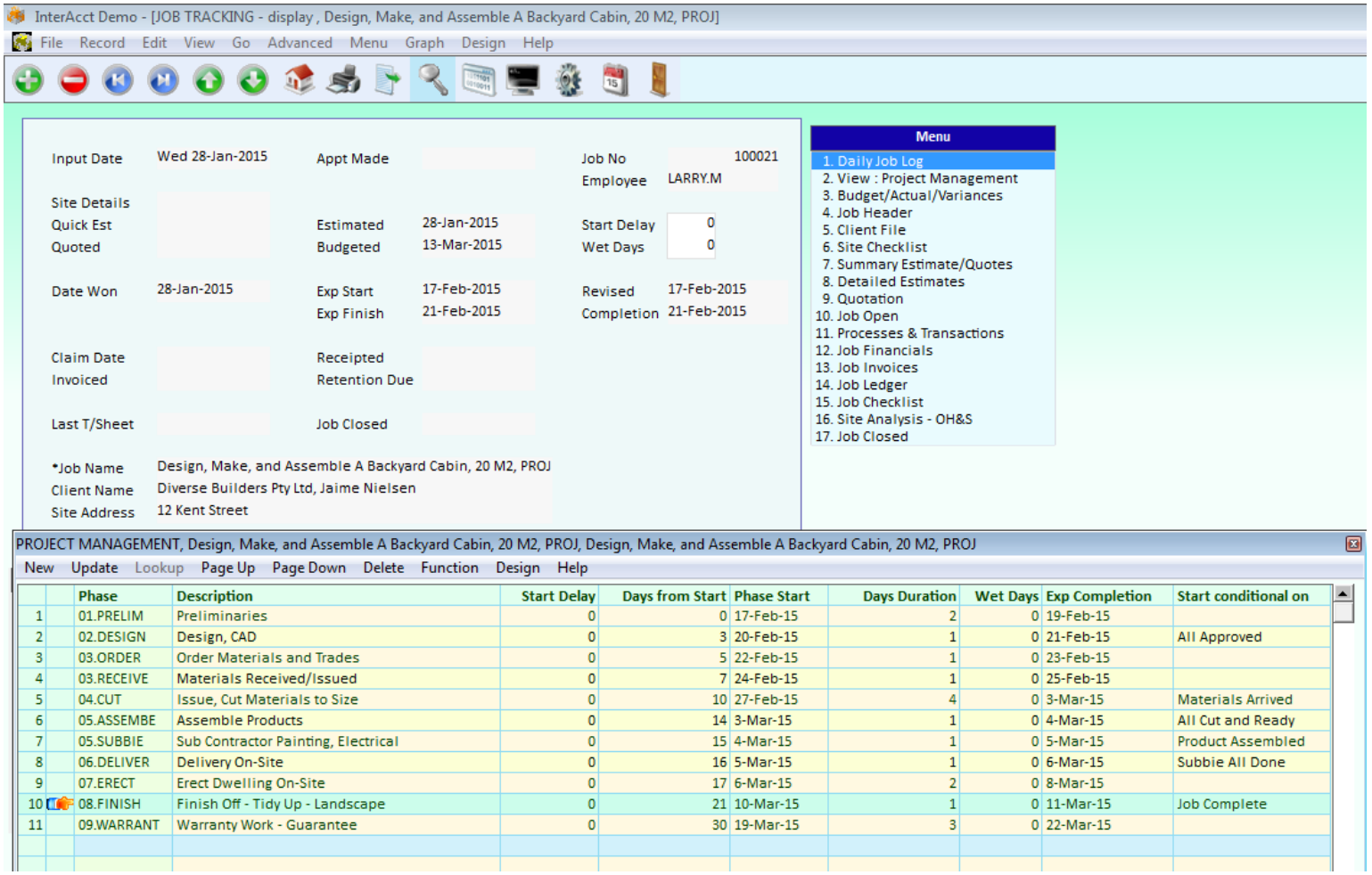
Create a Project Schedule :
If the job is broken down into work Phases, then a schedule of expected start and completion dates for each Phase can be created.

This can be adjusted by the effects of:

- ✓ Wet days
- ✓ Delays

This data could also be exported into a csv format file and then used in programs such as MS-Project.

See also the Employee Task Schedule (shown in the Job Database Brochure)



	Phase	Description	Start Delay	Days from Start	Phase Start	Days Duration	Wet Days	Exp Completion	Start conditional on
1	01.PRELIM	Preliminaries	0	0	17-Feb-15	2	0	19-Feb-15	
2	02.DESIGN	Design, CAD	0	3	20-Feb-15	1	0	21-Feb-15	All Approved
3	03.ORDER	Order Materials and Trades	0	5	22-Feb-15	1	0	23-Feb-15	
4	03.RECEIVE	Materials Received/Issued	0	7	24-Feb-15	1	0	25-Feb-15	
5	04.CUT	Issue, Cut Materials to Size	0	10	27-Feb-15	4	0	3-Mar-15	Materials Arrived
6	05.ASSEMBE	Assemble Products	0	14	3-Mar-15	1	0	4-Mar-15	All Cut and Ready
7	05.SUBBIE	Sub Contractor Painting, Electrical	0	15	4-Mar-15	1	0	5-Mar-15	Product Assembled
8	06.DELIVER	Delivery On-Site	0	16	5-Mar-15	1	0	6-Mar-15	Subbie All Done
9	07.ERECT	Erect Dwelling On-Site	0	17	6-Mar-15	2	0	8-Mar-15	
10	08.FINISH	Finish Off - Tidy Up - Landscape	0	21	10-Mar-15	1	0	11-Mar-15	Job Complete
11	09.WARRANT	Warranty Work - Guarantee	0	30	19-Mar-15	3	0	22-Mar-15	

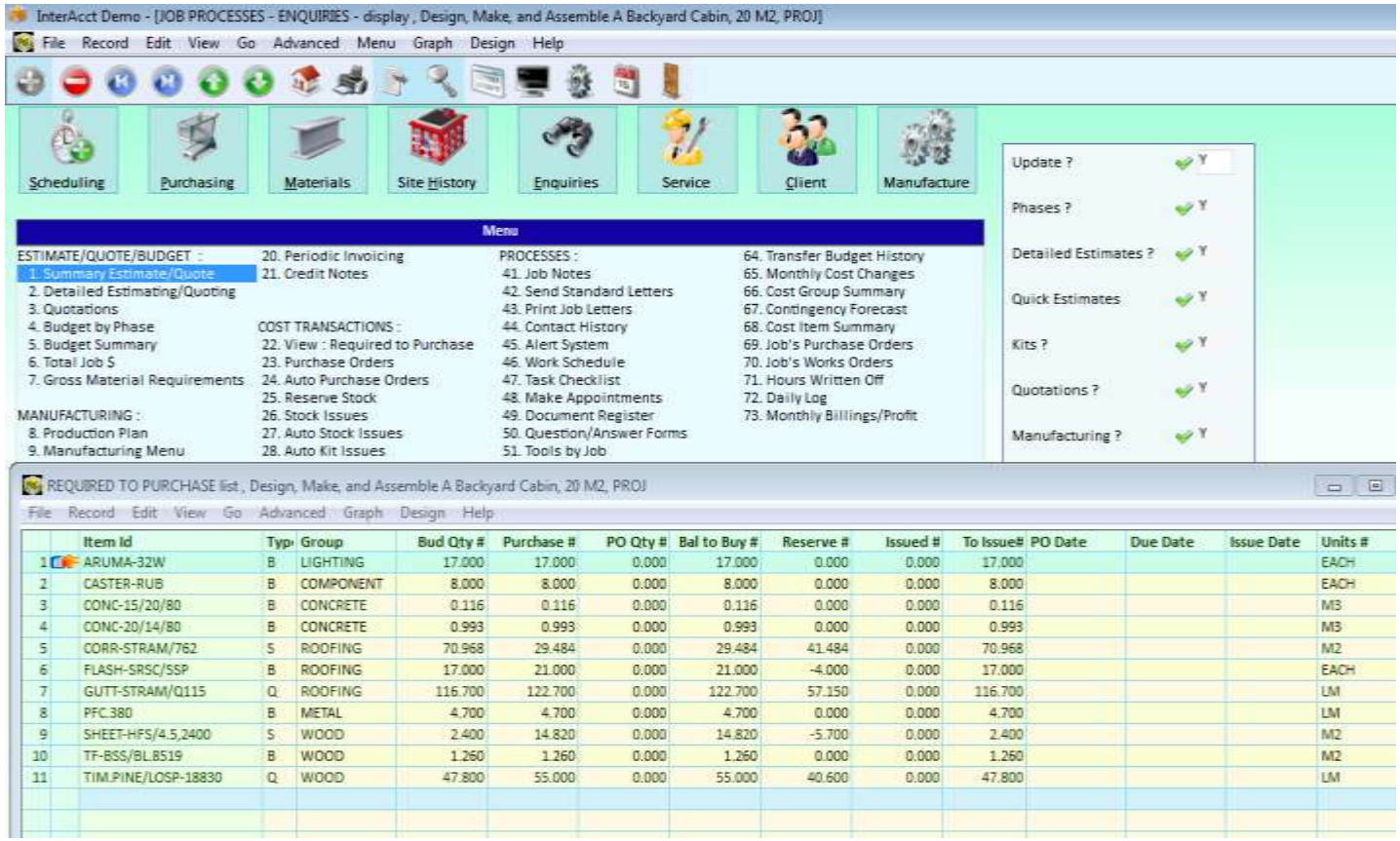
Screen 4: Required to Purchase

Raising Purchase Orders :
Purchase Orders for Materials can be raised manually for a Job (and/or Stock), or they can be created semi-automatically.

The Budget for Materials updates a Required to Purchase file for each job. That file can then be used by the system to create pro-forma Purchase Orders.

Once created, they can be edited to suit, and used as a Request for Quote on multiple alternate Suppliers, or to create the purchase orders. Purchase Orders update:

- ✓ Committed costs for that job
- ✓ PO by Supplier, Material Item
- ✓ PO by Date and Due Date
- ✓ PO by Job



	Item Id	Typ	Group	Bud Qty #	Purchase #	PO Qty #	Bal to Buy #	Reserve #	Issued #	To Issue#	PO Date	Due Date	Issue Date	Units #
1	ARUMA-32W	B	LIGHTING	17.000	17.000	0.000	17.000	0.000	0.000	17.000				EACH
2	CASTER-RUB	B	COMPONENT	8.000	8.000	0.000	8.000	0.000	0.000	8.000				EACH
3	CONC-15/20/80	B	CONCRETE	0.116	0.116	0.000	0.116	0.000	0.000	0.116				M3
4	CONC-20/14/80	B	CONCRETE	0.993	0.993	0.000	0.993	0.000	0.000	0.993				M3
5	CORR-STRAM/762	S	ROOFING	70.968	29.484	0.000	29.484	41.484	0.000	70.968				M2
6	FLASH-SRSC/SSP	B	ROOFING	17.000	21.000	0.000	21.000	-4.000	0.000	17.000				EACH
7	GUTT-STRAM/Q115	Q	ROOFING	116.700	122.700	0.000	122.700	57.150	0.000	116.700				LM
8	PFC.380	B	METAL	4.700	4.700	0.000	4.700	0.000	0.000	4.700				LM
9	SHEET-HFS/4.5,2400	S	WOOD	2.400	14.820	0.000	14.820	-5.700	0.000	2.400				M2
10	TF-BSS/BL.8519	B	WOOD	1.260	1.260	0.000	1.260	0.000	0.000	1.260				M2
11	TIM.PINE/LOSP-18830	Q	WOOD	47.800	55.000	0.000	55.000	40.600	0.000	47.800				LM

Screen 5: Job Purchase Orders

Material Purchases :
This screen shows the list of purchase orders that have now been raised (automatically) for this job.

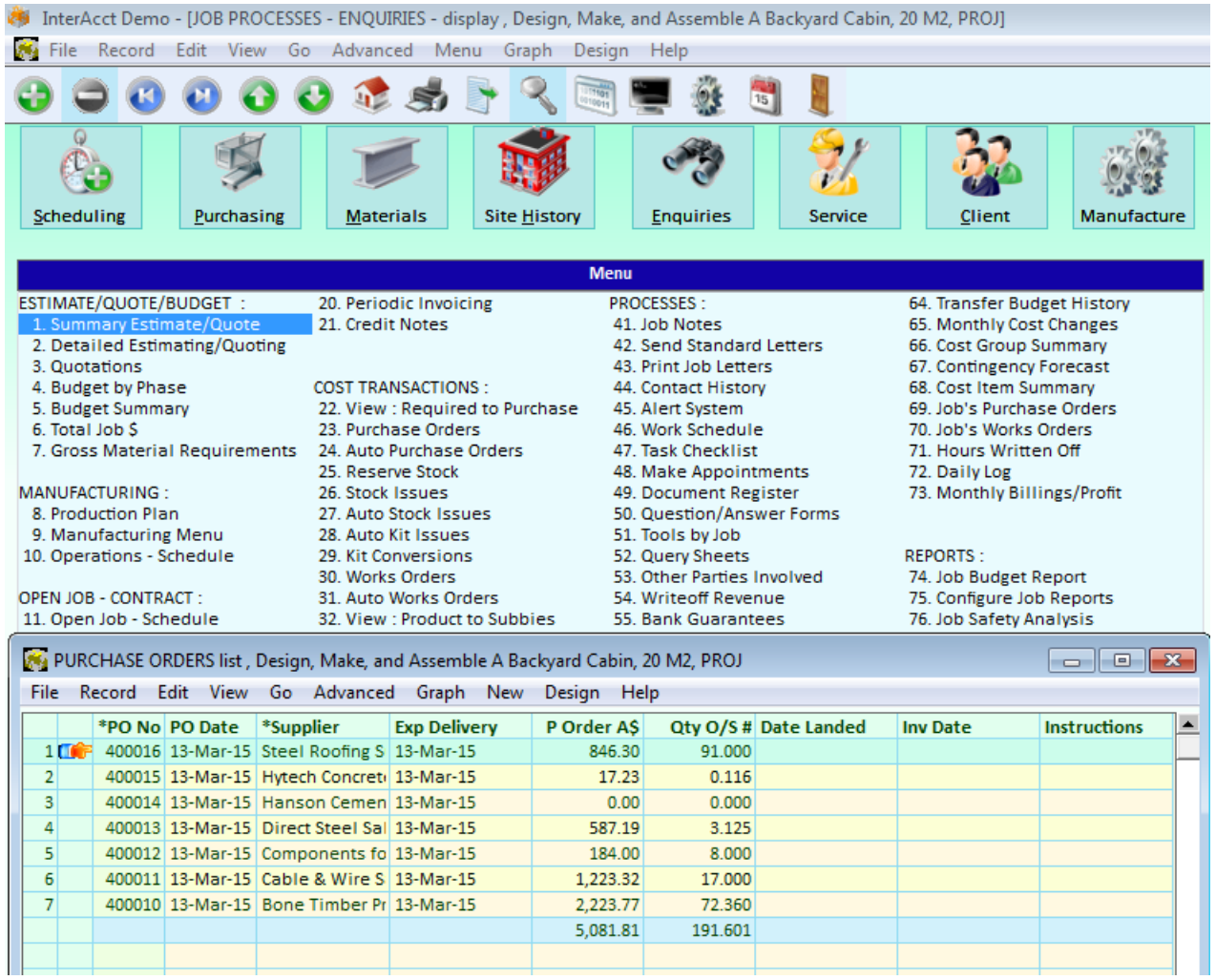
The default Supplier is used initially for each product item, although this can be changed to an alternate Supplier.

A Purchase Order easily edited by:

- ✓ Quantity required
- ✓ Date to be received
- ✓ Add free format comments
- ✓ Deliver to site, or warehouse

Purchase Orders can be printed or emailed as a file attachment.

Later, when the goods are received, this list will be updated showing what remains to be received.



Screen 6: Goods Received - No Invoice

Goods Received via Delivery Docket - No Supplier's Invoice:

This routine allows you to receive goods without having the Supplier's invoice.

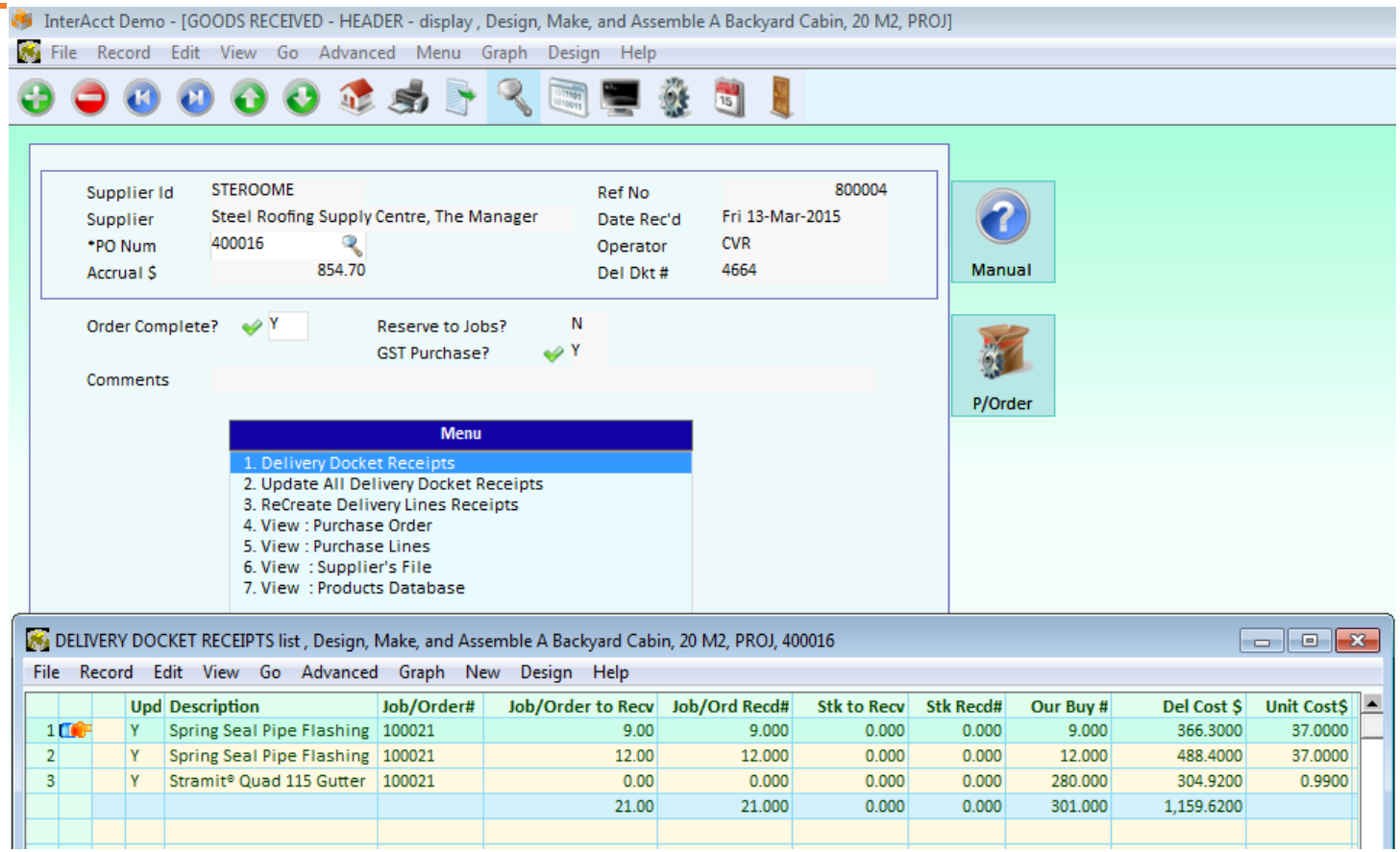
If a purchase order has previously been raised, a user can "auto receive" the line items if they correctly match.

Goods received could relate to one or more jobs, and some for stock.

Job costs are automatically updated.

An accounting 'accrual' entry is created to later match up with the Supplier's invoice.

- ✓ Speeds up data processing
- ✓ Reduces data entry errors



Screen 7: Trades - Works Orders

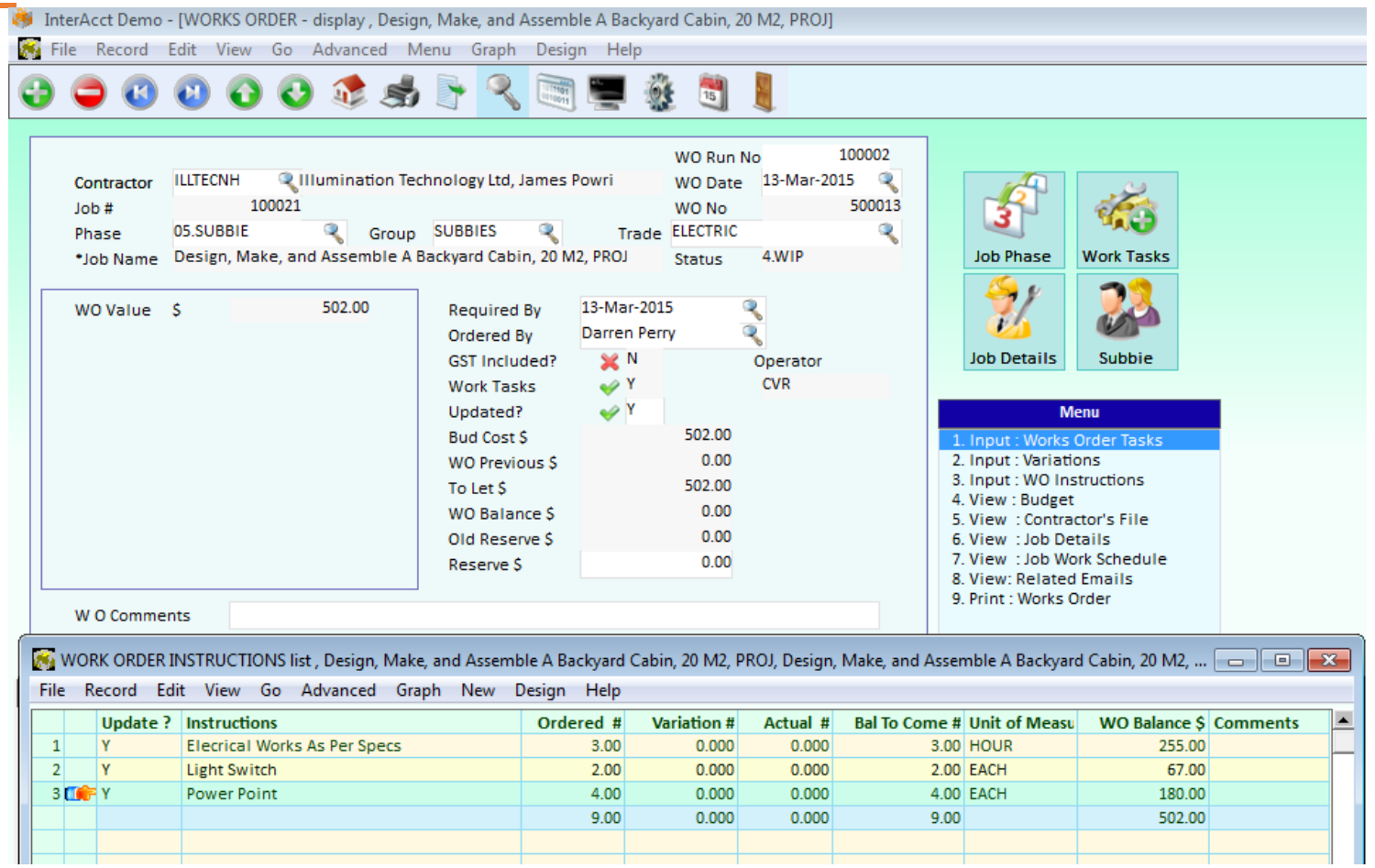
Subbies Works Orders :

Like Purchase Orders, Works Orders can be created manually, or automatically - based on the Estimate/Budget figures.

Sub Contractors (Trade Costs) can have a breakdown by agreed 'Work Tasks' at contract rates.

Works Orders may later have approved Variations to Contract, and add to Committed Costs for the job.

As actual costs are recorded (Subbie's Claims), these are shown against the Work Order to show remaining costs to come.



Screen 8: Creditor Invoices

Creditor Invoices :

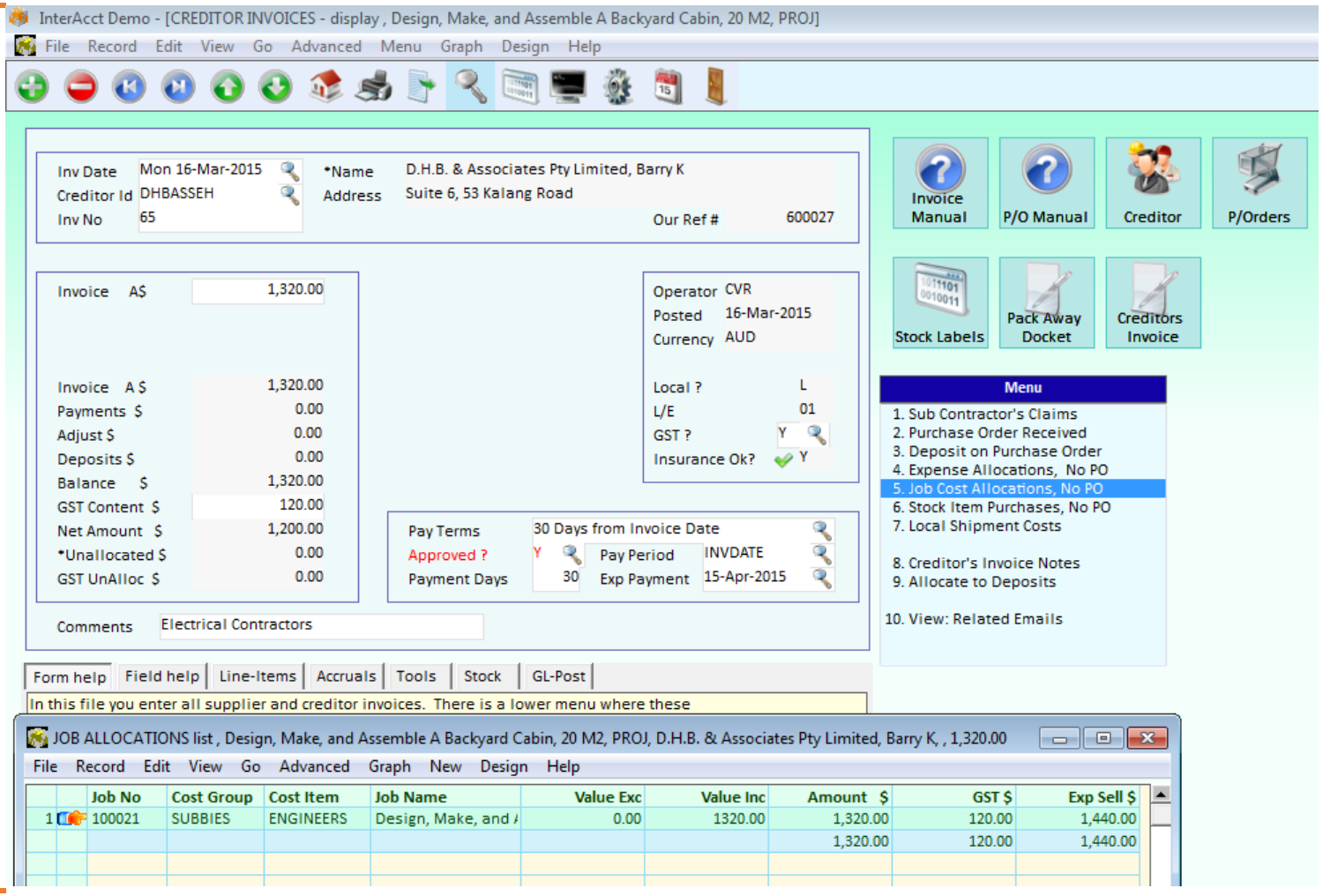
A Creditor's invoice could relate to one or more jobs and could also be associated with:

- ✓ Purchase Order(s)
- ✓ Works Order(s)
- ✓ Delivery Docket(s)

A Creditor's invoice could be for materials (product items) or expenses.

It might also be divided between jobs and General Ledger accounts (such as expenses, or asset purchases).

Menu links to be job are available.

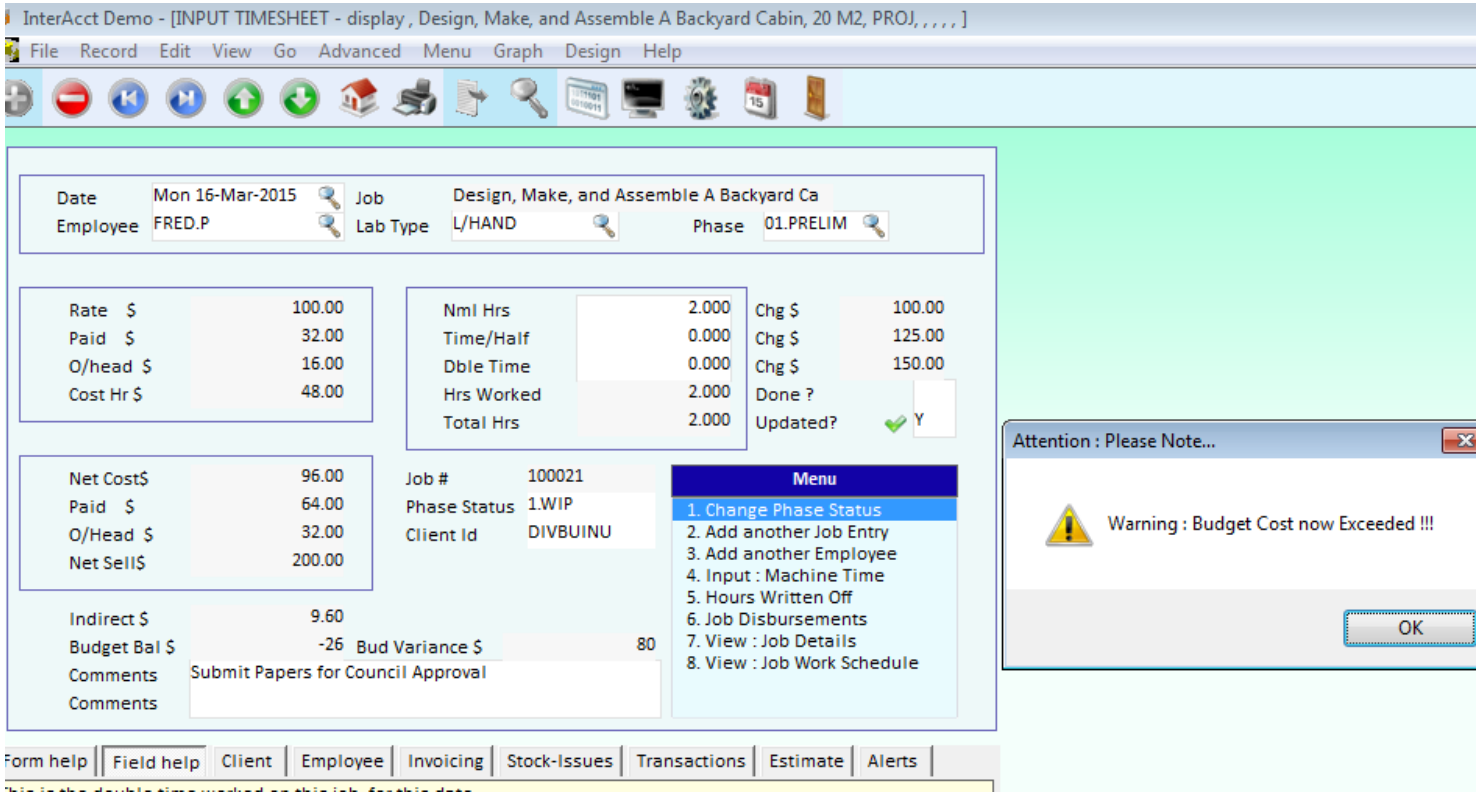


Screen 9: Employee Timesheets

Employee Timesheets :
There are a couple of alternate methods for entering employee timesheets against a job.

A timesheet entry is allocated to a Job, Phase (optional), and the Labour Class (cost item).

- ✓ Work comments can be added.
- ✓ The budget for the Cost Item is shown and any variance is highlighted.
- ✓ A summary of the charged and non charged time is shown for each employee for the day/week. This can be a useful basis for reconciliation to the wage records.
- ✓ Unproductive time (written off) affects the Employee's Performance Analysis for the month.



Screen 10: Expense Recovery

Job Sundry Expense Recovery :

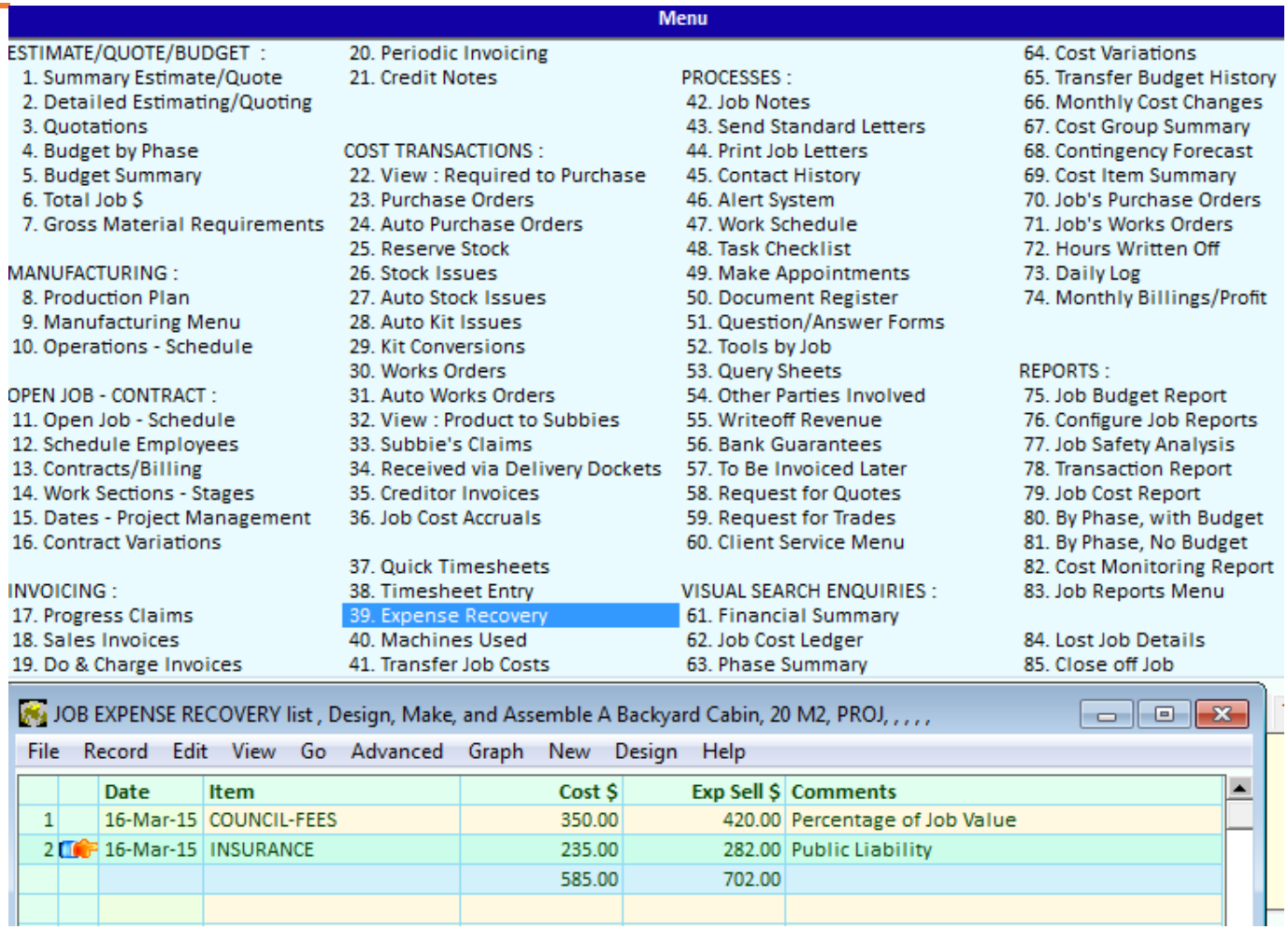
The four main Cost Groups are:

- ✓ Direct Labour
- ✓ Materials
- ✓ Trades
- ✓ Plant & Equipment hire

The fifth Cost Group is for Sundries costs relating to the job.

Sometimes these are costs that are not the subject of a Creditor's invoice and are the recovery of 'small' consumable cost items invariably used on the job:

- ✓ Oils, Lubricants, Sealants
- ✓ Fasteners
- ✓ Etc



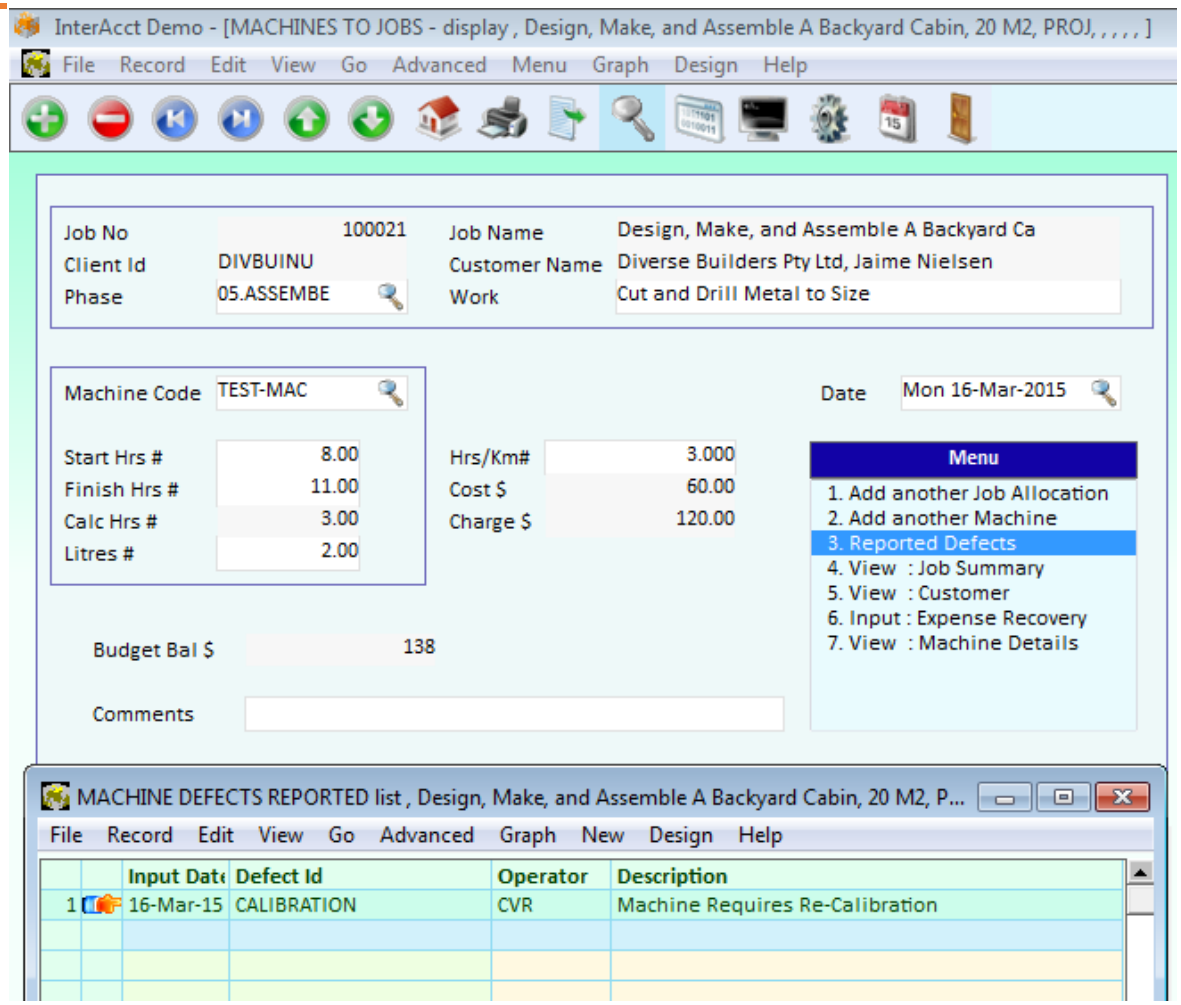
Screen 11: Plant & Equipment Hire

Machine Timesheets :
Within InterAcct there can be a database of Plant & Equipment items (Machines) that can be used on Jobs.

The machine time can be charged to jobs in much the same way as Employees.

This updates the machine's usage statistics to indicate whether the revenue generated from a machine at least covers the true running costs.

In this example, you can also record when defects in the use of a machine - which may require a separate (internal) service job.



Screen 12: Job Cost Summaries

Not all these fields may relate to your business, and so it is normal to personalize which fields are used/displayed.

Adjusted Contract Sum $ (to be billed to the client)

Budget Cost $ + Approved **Client Variations** + **Unapproved Variations** + **Contingency** = **Forecast Cost $**

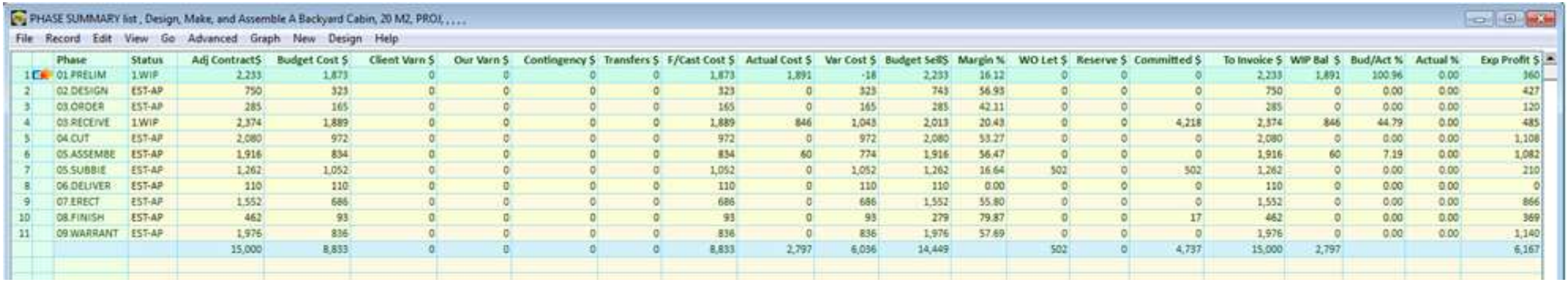
WO Let $ (Works Orders let to Subbies)

Reserve (Works Orders let for less than the Budget)

Committed Costs $ (outstanding balance of Purchase/Works Orders yet to be received)

Actual % Complete (extrapolates the true cost to complete each Phase of work and the resultant effect on Job Profits)

Expected Profit $ (The Adjusted Contract Sum less the Forecast Costs)


PHASE SUMMARY list , Design, Make, and Assemble A Backyard Cabin, 20 M2, PROJ, ...

File Record Edit View Go Advanced Graph New Design Help

	Phase	Status	Adj Contract$	Budget Cost $	Client Varn $	Our Varn $	Contingency $	Transfers $	F/Cast Cost $	Actual Cost $	Var Cost $	Budget Sell$	Margin %	WO Let $	Reserve $	Committed $	To Invoice $	WIP Bal $	Bud/Act %	Actual %	Exp Profit $
1	01.PRELIM	1.WIP	2,233	1,873	0	0	0	0	1,873	1,891	-18	2,233	16.12	0	0	0	2,233	1,891	100.96	0.00	360
2	02.DESIGN	EST-AP	750	323	0	0	0	0	323	0	323	743	56.93	0	0	0	750	0	0.00	0.00	427
3	03.ORDER	EST-AP	285	165	0	0	0	0	165	0	165	285	42.11	0	0	0	285	0	0.00	0.00	120
4	03.RECEIVE	1.WIP	2,374	1,889	0	0	0	0	1,889	846	1,043	2,013	20.43	0	0	4,218	2,374	846	44.79	0.00	485
5	04.CUT	EST-AP	2,080	972	0	0	0	0	972	0	972	2,080	53.27	0	0	0	2,080	0	0.00	0.00	1,108
6	05.ASSEMBE	EST-AP	1,916	834	0	0	0	0	834	60	774	1,916	56.47	0	0	0	1,916	60	7.19	0.00	1,082
7	05.SUBBIE	EST-AP	1,262	1,052	0	0	0	0	1,052	0	1,052	1,262	16.64	502	0	502	1,262	0	0.00	0.00	210
8	06.DELIVER	EST-AP	110	110	0	0	0	0	110	0	110	110	0.00	0	0	0	110	0	0.00	0.00	0
9	07.ERECT	EST-AP	1,552	686	0	0	0	0	686	0	686	1,552	55.80	0	0	0	1,552	0	0.00	0.00	866
10	08.FINISH	EST-AP	462	93	0	0	0	0	93	0	93	279	79.87	0	0	17	462	0	0.00	0.00	369
11	09.WARRANT	EST-AP	1,976	836	0	0	0	0	836	0	836	1,976	57.69	0	0	0	1,976	0	0.00	0.00	1,140
			15,000	8,833	0	0	0	0	8,833	2,797	6,036	14,449		502	0	4,737	15,000	2,797			6,167

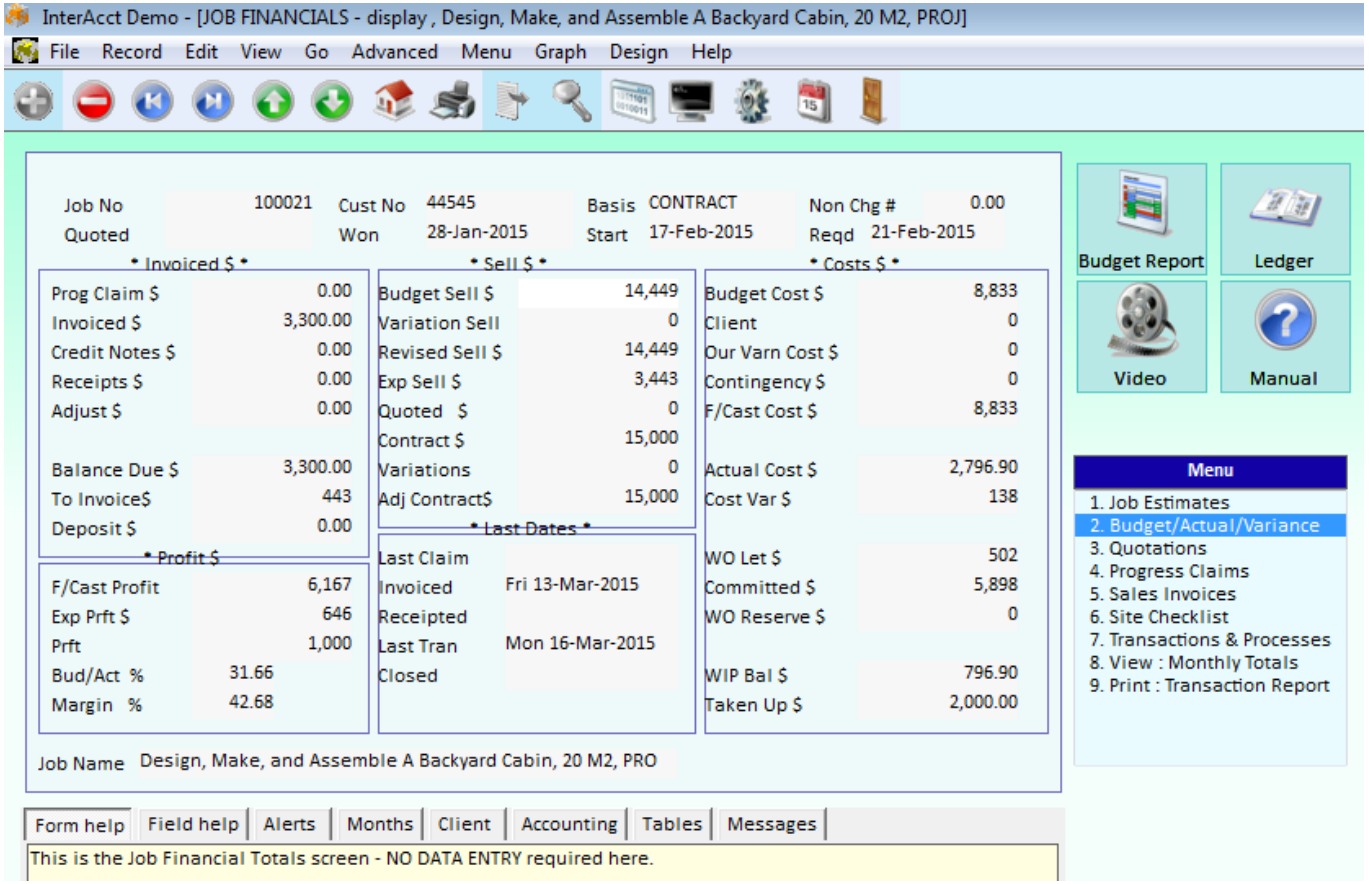
Screen 13: Job Cost Analysis

As each Job Cost transaction is entered into the system, the following files are automatically updated (and compared to Budget with variance to Actual costs):

- ✓ Job Grand Totals screen (see screen opposite)
- ✓ Job Phase Summary (optional)
- ✓ Cost Group Summary
- ✓ Cost Item Summary
- ✓ Job Cost Transaction Ledger
- ✓ Monthly Cost Changes
- ✓ Monthly Expected / Actual Billing

In addition, for job cost transactions with a subsidiary ledger involved, the accounting ledgers are also updated:

- ✓ Creditors, Inventory
- ✓ General Ledger
- ✓ GST Summary

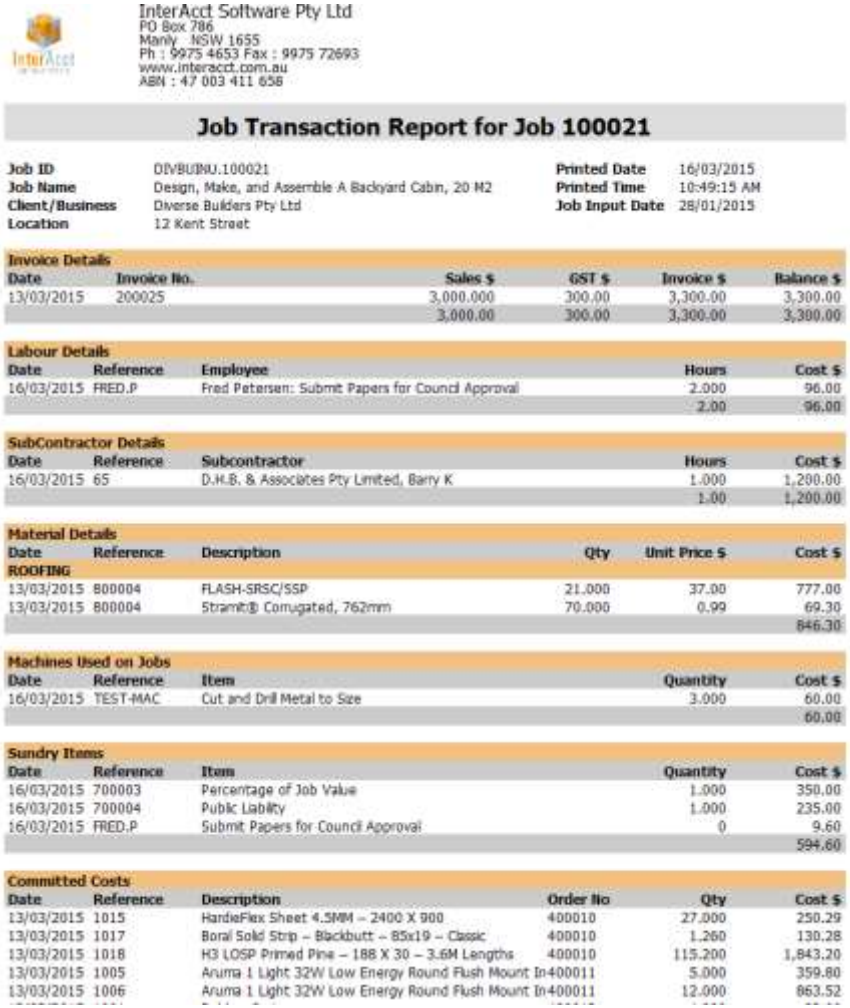


Screen 14: Job Cost Reporting

Within the InterAcct there are literally hundreds of report examples.
These existing report designs have been created via :

- ✓ Super Reports : Where there is complete control over
  - ☑ What Information is printed
  - ☑ The print Layout
  - ☑ What recorded are selected, and their sort sequence(s)
  - ☑ Colours, images
  - ☑ Calculations - sub totals, percentages
  - ☑ Printed, emailed
- ✓ Report Configurators
  - ☑ Simple question & answer format to decide what prints
  - ☑ Pre-determined report print layout
- ✓ Report Generators
  - ☑ Simple to use and create new report designs
  - ☑ Print details on one, or many jobs
  - ☑ Decide what fields to print
  - ☑ Sort Sequence(s)





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ABN : 47 003 411 658

Job Transaction Report for Job 100021

Job ID	DIVBUBNU.100021	**Printed Date**	16/03/2015
Job Name	Design, Make, and Assemble A Backyard Cabin, 20 M2	**Printed Time**	10:49:15 AM
Client/Business	Diverse Builders Pty Ltd	**Job Input Date**	28/01/2015
Location	12 Kent Street		

Invoice Details

Date	Invoice No.	Sales $	GST $	Invoice $	Balance $
13/03/2015	200025	3,000.000	300.00	3,300.00	3,300.00
		3,000.00	300.00	3,300.00	3,300.00

Labour Details

Date	Reference	Employee	Hours	Cost $
16/03/2015	FRED.P	Fred Petersen: Submit Papers for Council Approval	2.000	96.00
			2.00	96.00

SubContractor Details

Date	Reference	Subcontractor	Hours	Cost $
16/03/2015	65	D.H.B. & Associates Pty Limited, Barry K	1.000	1,200.00
			1.00	1,200.00

Material Details

Date	Reference	Description	Qty	Unit Price $	Cost $
ROOFING					
13/03/2015	800004	FLASH-SRSC/SSP	21.000	37.00	777.00
13/03/2015	800004	Stramit® Corrugated, 762mm	70.000	0.99	69.30
					846.30

Machines Used on Jobs

Date	Reference	Item	Quantity	Cost $
16/03/2015	TEST-MAC	Cut and Drill Metal to Size	3.000	60.00
				60.00

Sundry Items

Date	Reference	Item	Quantity	Cost $
16/03/2015	700003	Percentage of Job Value	1.000	350.00
16/03/2015	700004	Public Liability	1.000	235.00
16/03/2015	FRED.P	Submit Papers for Council Approval	0	9.60
				594.60

Committed Costs

Date	Reference	Description	Order No	Qty	Cost $
13/03/2015	1015	HardieFlex Sheet 4.5MM – 2400 X 900	400010	27.000	250.29
13/03/2015	1017	Boral Solid Strip – Blackbutt – 85x19 – Classic	400010	1.260	130.28
13/03/2015	1018	H3 LOSP Primed Pine – 188 X 30 – 3.6M Lengths	400010	115.200	1,843.20
13/03/2015	1005	Aruma 1 Light 32W Low Energy Round Flush Mount In	400011	5.000	359.80
13/03/2015	1006	Aruma 1 Light 32W Low Energy Round Flush Mount In	400011	12.000	863.52

Screen 15: Job Cost Detailed Report example

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Ph : 9975 4653 Fax : 9975 72693
www.interacct.com.au
ABN : 47 003 411 658

Job Cost Report

Job No: 100021

Job Name: Design, Make, and Assemble A Backyard Cabin, 20 M2

Date : 16/03/2015
Printed : 10:59:59 AM
User : CVR

Description	Original Budget $	Transfers	Client Variations $	Revised Budget $	Our Variations $	Cost Contingency $	Forecast Costs $	Works/Purchase Order Let $	Reserve $	Committed Balance $	Actual Cost $	Budget vs Actual %	% Complete	Adjusted Contract $	Forecast Profit $
Preliminaries															
Direct Labour															
Leading Hand	80.00	0	0		0	0	80.00				96.00	120.00			
Sub Contractors, Trades															
Engineering Consultants	1,200.00	0	0	1,200	0	0	1,200.00	0	0	0	1,200.00	100.00			
Sundry Items															
Council Fees	350.00	0	0	350	0	0	350.00	0	0	0	350.00	100.00			
Insurance Policies	235.00	0	0	235	0	0	235.00	0	0	0	235.00	100.00			
Indirect Overhead	8.00	0	0	8	0	0	8.00	0	0	0	9.60	120.00			
Preliminaries Sub Totals	1,873	0	0	1,873	0	0	1,873	0	0	0	1,891	100.96	0	2,233	360
Design, CAD															
Direct Labour															
CAD Designer	280.00	0	0		0	0	280.00				0	0			
Sundry Items															
Sundry Materials	15.00	0	0	15	0	0	15.00	0	0	0	0	0			
Overhead Recovery	28.00	0	0	28	0	0	28.00	0	0	0	0	0			
Design, CAD Sub Totals	323	0	0	323	0	0	323	0	0	0	0	0	0	750	427
Order Materials and Trades															
Direct Labour															
Administration People	150.00	0	0		0	0	150.00				0	0			
Sundry Items															
Overhead Recovery	15.00	0	0	15	0	0	15.00	0	0	0	0	0			
Order Materials and Trades Sub Totals	165	0	0	165	0	0	165	0	0	0	0	0	0	285	120
Materials Received/Issued															
Materials - Products															
Rubber Castor	92.00	0	0	92	0	0	92				0	200.00			
Aruma 1 Light 32W Low Energy Round Flush Mount In	863.52	0	0	864	0	0	864				0	141.59			
380 Parallel Flange Channel, 380, 55.2KG Metre	295.94	0	0	296	0	0	296				0	298.35			
Stramit® Corrugated, 762mm	140.05	0	0	140	0	0	140				0	0.00			
Spring Seal Pipe Flashing	444.00	0	0	444	0	0	444				777.00	175.00			
Stramit® Quad 115 Gutter	53.01	0	0	53	0	0	53				69.30	130.75			
HardieFlex Sheet 4.5MM – 2400 X 900	0	0	0		0	0	0				0	0.00			
Boral Solid Strip – Blackbutt – 85x19 – Classic	0	0	0		0	0	0				0	0.00			
H3 LOSP Primed Pine – 188 X 30 – 3.6M Lengths	0	0	0		0	0	0				0	0.00			
Materials Received/Issued Sub Totals	1,889	0	0	1,889	0	0	1,889	0	0	4,218	846	44.79	0	2,374	485

InterAcct Pricing (Per User)

Users	Base InterAcct	Job Costing, Estimating, Quoting (A)	Costing by Phases (B)	Building Repairs, Insurance Claims (C)
1	$1,500 (15-25)	+ $500 (10)	+ $350 (5)	+ $250 (2-3)
2-3	$1,000 (20-30)	+ $500 (10)	+ $350 (5)	+ $250 (2-3)
4	$750 (20-30)	+ $375 (10)	+ $250 (5-8)	+ $188 (2-3)
5-9	$600 (25-35)	+ $300 (10-15)	+ $200 (5-8)	+ $150 (3-5)
10-19	$500 (30-40)	+ $275 (10-15)	+ $175 (5-8)	+ $125 (3-5)
20-49	$400 (40-60)	+ $250 (10-15)	+ $150 (10-15)	+ $100 (3-5)
50+	$350 (50-75)	+ $230 (15-25)	+ $130 (10-20)	+ $90 (5-10)

Software Pricing

Software Pricing is per Computer Network "User" as defined in the above table. The optional software modules (eg, Job Cost Estimating) require the Base InterAcct as well, and are purchased based on the number of base Network Users. Prices are all ex GST.

+ Annual Support Pricing

Yearly support is calculated at 20% of purchase price, with no CPI annual increases. Support is reduced by 30% after 3 years. For example a single User (with just the base InterAcct) would be ($1,500 x 20%) = $300

+ Implementation & Training Budget

The (Number) denotes the estimated min/max hours of Implementation & Training required in the budget per installation / module (not per User). Implementation / training "Advanced" is currently charged at the average rate of $160 per hour.

Modules

There is a wide variety of software modules available for purchase, talk to InterAcct staff about your specific software needs.

Request a Cost Estimate:

InterAcct Software Pty Ltd

Toll Free: 1300 66 26 26 **After Hours:** 0412 578 622
Email: sales@interacct.com.au **Web:** http://www.interacct.com.au