

Maze 9 - Finance Module

Managing School Finances Effectively

Widely used by schools throughout Asia-Pacific, the Maze Finance Module has been developed in partnership with schools to ensure the unique requirements of schools are met.

Intuitive, reliable and easy to use, the Maze Finance Module not only meets the most stringent accounting and audit requirements, but also the practical realities of school financial management. The Maze Finance Module is ideal for school finance officers or administrators who require a powerful, reliable financial management system that is fully integrated with the Maze School Management suite.

Financial processing in Maze is based on accrual, double-entry accounting integrating Family and Sundry Debtors and Creditors with purchase orders, Assets and General ledger including Australian taxation requirements applicable to schools.

The Maze Finance Module has multiple components that can be implemented independently or seamlessly linked to provide an all-inclusive school financial solution:

- General Ledger
- Accounts Receivable – family and sundry debtors
- Accounts Payable including Purchase Orders
- Asset Management
- Stock Room - including inventory, book hire and Uniform Shop, standard and customisable financial reports
- Cost Centre Processing.

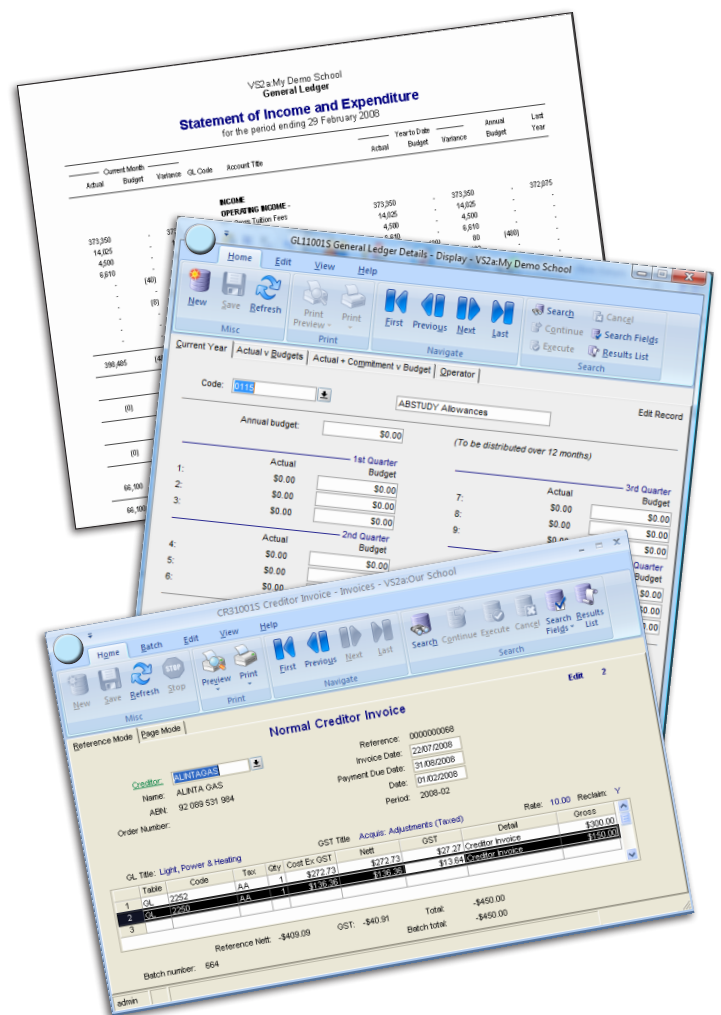
General Ledger Features

The General Ledger is the backbone of financial recording with the ability to define own chart of accounts.

- Full financial reporting including Trial Balance, Income & Expenditure Reports, Balance Sheet and DEETYA reports.
- Batch processing with audit trails and complete transaction log for audit requirements.
- BAS Detail and Summary reports make filling out Business Activity Statements simple and accurate.
- Budget information recorded for last year, this year, revised and next year.

Accounts Payable with Purchase Orders

- Ability to report on commitments.
- Outstanding orders and invoices easily identified.
- Withholding tax automatically deducted for invoices without ABN with exceptions for staff reimbursement and overseas suppliers.
- Automatic generation of creditor payments with the ability to hold part or all of an invoice.
- Creditor payments can be processed electronically to the bank or by printing cheques.



Accounts Receivable

Family Debtors

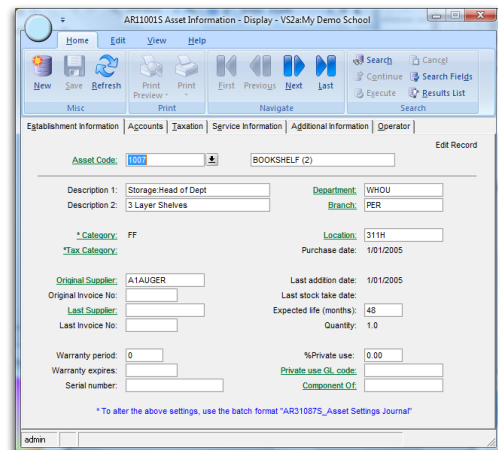
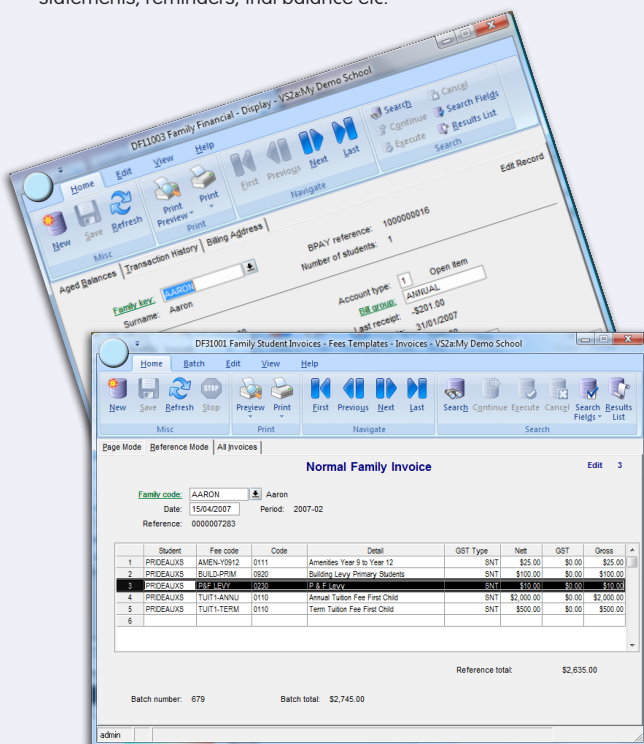
- Fees can be automatically generated using a flexible fee and discount structure and split across multiple families.
- Subject fees generated from student's timetable.
- Statements and invoices can be easily modified to suit school stationery.
- Ability to import and process BPAY and bank direct credit files.
- Full audit trail for all financial processing.
- Extensive list of reports including trial balance and reminders.
- Ability to email family statements.

Sundry Debtors

- Ability to invoice any third party entities for use of school facilities or equipment.
- Full Accounts Receivable functionality including invoicing, receipting, statements, reminders, trial balance etc.

Assets

- Comprehensive details of the asset, including pictures.
- Depreciation generated automatically, based on date or units used.
- Full tracking of asset service history.
- Ability to process additions and disposals with capital profit/loss calculation.
- Ability to print depreciation schedules, asset group reports and asset lists.
- Automated stocktake process.
- Ability to invoice any third party entities for use of school facilities or equipment.
- Full Accounts Receivable functionality including invoicing, receipting, statements, reminders, trial balance etc.



Stockroom including Inventory, Book Hire and Uniform Shop

Manages trading stock including purchases and sales directly integrated with the General Ledger.

- Automated stocktake feature.
- Extensive stock reports for slow moving stock, re-order details and sales analysis.
- Barcode reader functionality.
- Caters for cash sales and invoicing to the family account.
- Handles the sale of second hand clothing on a consignment basis with the option to automatically calculate commission.
- Simple to use book hire facility that controls titles, issues and returns, and caters for late returns and lost books.

Cost Centres

The Cost Centre Reporting module is available on request and seamlessly integrates with the existing Maze financial components providing:

- Ability to track financial transactions from all ledgers by branch, department, and/or cost centre.
- Profit and Loss statements that can be produced for any single branch, department or cost centre.
- Budgets can be set up for a General Ledger code for any combination of branch, department and cost centre.

