Total Contractor's Diary

your contracting management solution

SUM-IT
AGRICULTURAL SOFTWARE

This is a bolt-on module to the Total Standard Accounts Program. It is designed to organise client records allowing you to track work that has been quoted, completed and invoiced.

Invoices and statements are raised automatically from the diary input details with the option to email directly from the software. Full histories are retained for each client and detailed management reports can help you analyse the efficiency of your business.

- **Organise client records** under one simple diary system
- Record **client addresses, phone numbers and other details** in drop-down windows for ease of use
- An **aged Debtors list** is included
- Complete **historical records** available for any client at any time
- Full **job costing analysis** facility included
- **Job details and pricing** held on drop-down windows for ease of input
- **Multi-selective reports** provide a variety of practical business management information

- **Invoices raised on request** for work completed
- **Self-Billing Invoice and Credit Note** printing facilities included
- **Email** (from within the software) **or print invoices** on plain paper with your logo or use headed stationary
- Built-in flexible Client and Product **Discount Structure**
- **Quotes and Orders can be printed** out when needed
- All Invoices, Statements and Quotes can use **window envelopes**
- **Integrated Stock Control** for Revenue Items

Contractor's Diary Module

£ 395

Module with Standard Accounts

£ 1090

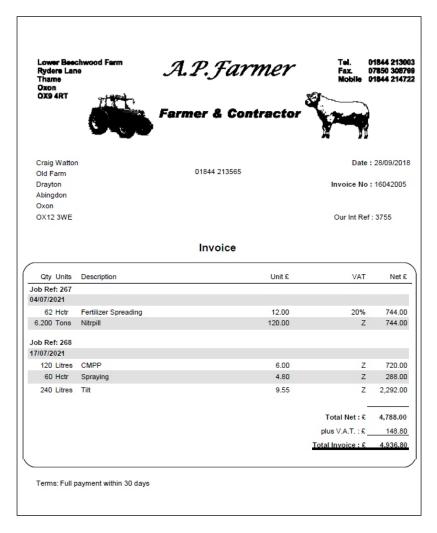Prices include 3 months Support and are subject to VAT

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The most important hallmark for all SUM-IT's Total programs, is that for all they provide, they are SIMPLE-TO-USE. They have all been written with the User in mind, gaining the maximum output from the minimum input and requiring no previous knowledge of computers to operate them. With any Total module purchase receive three months of Gold Level support completely free, this includes support calls on a non-Premium landline and weekly online back-ups of your data.

Optional Modules & Equipment

Total Contractor's App
Provides Agricultural Contractors with instant access to their client records (both Operator and Manager authorisation levels) via Android Smartphones or Tablets. Multiple operators running the App can synchronise to a single Dataset on the PC at any time to then run fully off-line whilst out and about. Users have access to client's phone number and can locate them on a map if needed.

Total Standard Accounts
Double-Entry Accounts level software which can fully integrate with Contractor's Diary (or any Total module) to omit time-consuming data entry across separate modules. Semi-Automatic features such as bank rec and standing order processing make book-keeping as seamless and straightforward as possible.

Hardware Requirements
Total operates on Windows 10 and Windows Server and will require 500MB of Hard Disk capacity plus an occasional internet connection to receive program updates and communicate with HMRC and BCMS. Hardware should have a minimum of 4GB Ram.

To find out more about how SUM-IT's Total Contractor's Diary can help you, give our Sales team a call on **01844 213003**. They can arrange an on-line or on-farm demonstration and provide demonstration data for you to have a go yourself.

All prices exclude VAT.

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