IQ Retail Summary Factsheet

IQ Retail - Key functionality Summarised

IQ Retail is a suite of software designed to meet the needs of the small to medium business.

With a range of modules that have been tailored to the requirements of merchants and wholesalers, IQ Retail helps to manage the sales, purchasing, inventory and finance functions of the business.

Sales Order Processing

- Simple and quick sales order entry
- Integration with Debtors, Stock and General Ledger
- Sales order delivery date for reporting and invoicing purposes
- User defined sort and search order by customer account, document, date and order number
- Part order processing and automatic backorder tracking
- Invoice directly from the sales order to eliminate recapturing
- Easily check stock that is on sales & purchase order through stock enquiries or the re-order report
- Picking slip generation for orders that can be invoiced

Point of Sale

- Interface with barcode scanners, cash drawers and other industry hardware
- Real-time or batch updating of stock and general ledger
- Monitor any till remotely
- Tender Cash, Credit Cards, Account, Vouchers and user defined options
- Optional Integration with select Card Payment Service Providers for credit & debit cards. these include, but not limited to the following: Adumo/transaction Junxtion
- Sell from specific inventory location
- Suspend and resume sales functionality
- Credit sales to debtor or cash sale to debtor
- Caters for both 40 column slip or full invoice layouts
- Supervisor logon function
- Stock, General Ledger and Accounts Receivable integration
- Price lookup and sales history of stock items

- Petty cash in or out with reporting on petty cash movement
- Change shifts and cash-up specific terminal and shift
- Discount, Petty Cash, Refund and Void Sale/Line reports
- Account and Cash refunds
- Specify maximum selling price variance and maximum discounts allowed

Purchase Order Processing

- Simple purchase order entry
- Integration with Creditors, Stock and General Ledger
- Purchase Order arrival date for reporting
- User defined sort and search order by supplier account, document, date and order number
- Specify the arrival date of a purchase order for reporting
- Partial order processing and automatic backorder tracking
- Generate a Goods Received Note directly from the Purchase Order to eliminate recapturing
- Check stock that is on Purchase & Sales Order through stock enquiries or the re-order report

Inventory and Stock Control

- Up to 15 character stock codes, with options for barcode and supplier's code
- Stock item or non-stock/service item categorisation
- Item on hold facility
- Specify up to 10 selling prices per item which can be linked to customers
- Link image to a stock item
- Re-order level and re-order quantity for each stock item
- Variable weighted stock item facilities i.e. scale items
- Sort and search by code, barcode, description, department or supplier
- Price maintenance by single item or group of filtered items

IQ Retail Summary factsheet

- Price maintenance by selling price, mark-up on cost, GP percentage or percentage of price
- Maintain mark-up on average cost or latest cost
- Drill-down enquiries to view transactions on an item
- Export to Excel, CSV, Text or HTML
- View sales and purchase history per item, per department, per group for any day, month or year
- Integrated processing of Invoices, Credit Notes, Goods Receiving, Returned Goods, Purchase Orders, Sales Orders and Job Cards
- Maintain multiple stock locations within a single company
- Maintain serial numbers and history of serial numbers
- Contract price maintenance
- Stock reporting and customisation of standard reports
- Stock takes using complete stock list, stock department or stock location, with the option to have the stock count data imported
- Partial order processing and backorder facilities
- Invoice directly from Quotes, Sales Orders, Job Cards and GRN directly from Purchase Order

Works Orders/Kits
- Replicate Kits and BoM's with the built in copy function
- Serial number control of manufactured items
- Unlimited component item specification in a Kit
- Integration to Stock, including stock locations and Sales Order details
- Assembly and disassembly function
- Costing based on component quantities or percentage of total cost

Job Cards
- Specify an expected date of completion
- Fault description can be edited
- Job description can be edited during course of Job Card

- Add a long description or narrative to the Job Card
- User defined sort order by account number, document, date and order number
- Edit Job Card items during the course of the job
- Invoice directly from a Job Card to eliminate recapturing
- Multiple invoice layouts when finalising the Job Card
- Archiving of Job Cards

Creditors/Accounts Payable
- Easy payments and reconciliation of accounts
- View source document and General Ledger audit from supplier enquiries
- Various age analysis reports and graphs
- Automatic creditors ageing
- Export to Excel, CSV, Text or HTML
- Graphic analysis of creditor accounts
- Easy payments and reconciliation of accounts
- Supplier label printing
- Accounts payable audit trails user defined sort order
- User definable creditor groups
- E-mail Advice Notes, Goods Received Notes and Return Notes to suppliers
- Registered VAT vendor or non-registered
- Journal entries, batch and real-time processing
- Link a supplier account to a main account for group advice notes

Debtors/Accounts Receivable
- Colour allocation for aged accounts
- User definable user groups
- E-mail of statements and invoices to customers
- Normal VAT or Vat Exempt customers definition
- Link a customer account to a main account for group statements

// Combining a full suite of modules in a modern and easy to use solution, IQ Retail provides a wide range of innovative features to meet the needs of the small to medium enterprise.

IQ Retail supports a range of functions designed to support the small to medium enterprise with its day-to-day business activities.

- Customer specific selling price level allocation
- Multiple delivery addresses per customer
- Real time journals or batch processing options
- Drill down to source document
- View source document and general ledger audit from customer enquiries
- View graphs for debtors to help determine profitability
- Age analysis reports including graphs
- Date driven Statements
- Recurring charges for selected debtors
- Label printing
- Credit control facilities
- Export to Excel, CSV, Text or HTML

General Ledger

- Default chart of accounts
- VAT reporting
- Budgets with comparative reporting for Financial Statements
- Integrated Assets Register with depreciation and accumulated depreciation functions to user defined ledger accounts
- General Ledger Audit tracking
- Specification of ledger branch, department and reporting group per ledger account
- Multiple-batch journal processing
- Enquiries with drill-down for transaction viewing
- View graphs and figures for previous year, current year, year to date and budgeted amounts
- Export to Excel, CSV, Text and HTML
- Date driven entries for journal postings

Cashbook

- Transaction line notes for ledger accounts
- Save a recurring batch to alleviate recapture
- Split entries over various ledger accounts
- Print a batch before processing to check accuracy
- Unlimited number of bank accounts
- Reconcile any account specified as a bank account
- User defined sort order for reconciliations
- Show all outstanding entries or entries for selected month
- Inter bank account transfers

Report Writer

- Provides views of your data as meaningful information
- Security control specified by writer of report
- Report wizard for ease of use
- Preview of report on screen
- E-mail or save reports

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About IQ Retail (Pty) Ltd

iQ Retail (Pty) Ltd is a software development company that provides expertise in complete financial and business administration solutions. iQ Retail has been active in the development of business systems specialising in the accounting and retail management environment since 1986. In this highly competitive market, iQ Retail has grown to become one of the premier providers of innovative and strategic business solutions.

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