

COMPANY OVERVIEW

AiM Software Limited was formed in the late 1980's with the joint objectives of providing high quality software solutions and systems support services to users of the IBM mid-range family of computers.

The provision of a cost-effective high quality support service coupled with a commitment to in-house product development has formed the basis of the Company's continued growth.

The AiM application package – designed and developed to make full use of the operational benefits of the modern range of computers – addresses the business requirements of all industry sectors.

Our in-depth knowledge and experience, gained from working with major engineering and distribution companies, enables us to provide turnkey support solutions to complement, and not necessarily replace, existing business applications. This enables customers to maximise the return on their hardware and software investment.

Applications, which we have re-designed or enhanced, have given our customers' business systems a new lease of life, and on many occasions released previously untapped capacity from existing systems.

This willingness to support previously installed software – often in demand from users who are dissatisfied with the post sales support of their application base – has been a contributory factor in the development of AiM Software's broad range of skills and experience.

AiM Software Limited, which is rightly proud of its blue chip client base, provides a variety of high level skills in the following areas:

- Project Management
- Systems Consultancy
- Systems Analysis and Design
- Education and Training
- Hardware and Software Installation
- Programming
- Survival Support
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OVERVIEW

Designed specifically to address the needs of your business, AiM ERP from AiM Software Limited provides a sensible, flexible, easy to use, cost effective solution to the information systems requirements of Businesses from all industry sectors. The system consists of the following reliable, interactive modules.

AiM MODULES

Nominal Ledger

Accounts Receivable Ledger

Accounts Payable Ledger

Cash Management

VAT & Intrastat Management

Asset Management

Inventory Management

Product Data Management – Items

- Product Data Management – Bills of Material
- Sales Order Processing
- Sales Forecasting
- Purchase Order Processing
- Production Control
- Material Requirements Planning
- Production Scheduling
- Contract Management
- Capacity Planning
- Sales & Marketing Manager
- Service Management
- Professional Services
- Payroll
- Personnel

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DESIGN AND DEVELOPMENT PHILOSOPHY

The AiM package has been designed and developed by a team of experienced systems professionals who understand and appreciate the importance of an overall Development Philosophy throughout a system utilising a Relational Database.

- Design
 - Common Design Standards
 - Data Dictionary
 - “Top-Down” Structured Techniques
- Data Integrity
 - Value Checks
 - Range Checks
 - Validation against Master File Data
- Security
 - User Password
 - User Defined Menus
 - Automatic File Back-up in Day End Routines
- Integration
 - All AiM modules fully integrated
 - Mutually compatible in design
 - Common design principle
 - “Standard” interface file to accept data from third party software

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NOMINAL LEDGER

The Nominal Ledger is a well-structured, versatile accounting tool. It is ideal for multi-company processing, as the Chart of Accounts is designed to consolidate across a number of companies using a common account code structure. Through comprehensive summary and detail reporting and enquiry facilities, you can review the financial position of your business on a day to day basis.

KEY FEATURES

- Flexible Account Code
- Budget Maintenance and Control
- Batch Audits
- User Defined Accounting Periods
- Reserve and Automatic Reversal
- Drill Down Enquiry to source transactions
- Interfaces from all subordinate systems
- Trial Balance Reporting
- Balance Sheet Reporting
- Profit and Loss Reporting
- Budget Comparisons & Variance by Period & Year to Date
- Standing Journals
- Management Reporting Facility
- Data Transfer to P.C. based Applications i.e. Spreadsheet

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ACCOUNTS RECEIVABLE LEDGER

Whether your company operates from a single facility or through an extensive international network, the Accounts Receivable Ledger will assist you in managing the sales accounts and credit control activities of your business with optimum effectiveness. The package is designed to record and retrieve detailed information about sales transactions, and identify and progress outstanding debts easily.

KEY FEATURES

- Customer Details, Statement Address
- Transaction Entry/Review
- Credit Control Enquiry
- Foreign Currency
- Automatic Invoice Posting from Sales Order Processing
- Automatic interface to Nominal Ledger
- Automatic interface to VAT reporting module
- Customer Statements
- Summary and Detailed Aged Debt Analysis
- Credit Control Reports
- Account On-Stop Facility
- Comprehensive Audit Trails
- Control Accounts

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ACCOUNTS PAYABLE LEDGER

Efficient control of creditors is an essential component of business success, and the AiM Accounts Payable Ledger will enable you to manage your purchase liability effectively.

The system ensures your outstanding debts are settled in a timely and efficient manner, thus maximising your cash flow management.

KEY FEATURES

- Invoice Register
- Foreign Currency Capabilities
- Payment Generation
- Selective Payments
- Payment Methods can be via cheque or any automated payment method
- Automatic Cheque Processing
- Remittance Advices
- Aged Payment Report
- Supplier History
- Automatic Interface to Nominal Ledger
- Automatic Interface to VAT Register
- Interface from Cash Management
- Manual Cheques
- Supplier Account Details

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CASH MANAGEMENT

Cash Management is an increasingly important facet of business today, and this module provides support for multiple bank accounts and enables a single source of entry for all cash movements thus producing a more accurate and efficient control of your most valuable asset.

KEY FEATURES

- Multiple Bank Accounts
- Multiple Currencies
- Interface to and from Accounts Receivable Ledger
- Interface to and from Accounts Payable Ledger
- Interface to Nominal Ledger
- Reconciliation to Bank Statement
- "Void" Transaction Processing
- Payment and Receipt Analysis Reporting
- Returned Payment/Receipts Processing
- Cancelled Cheque Report
- Un-cleared Transaction Report
- Manual Payment Processing via Cheque/BACS

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VAT & INTRASTAT MANAGEMENT

This module provides a single source of data for the VAT and INTRASTAT reporting requirements imposed by HM Customs and Excise. It enables production of VAT Returns in statutory format in addition to providing statistical and analysis reporting.

KEY FEATURES

- VAT Input/Output Analysis
- VAT Adjustments Processing
- VAT Return Printing and Processing
- Interface to Nominal Ledger
- Interface from Sales Ledger
- Interface from Purchase Ledger
- Interface to Cash Management
- VAT Reconciliation Reporting
- INTRASTAT Reporting

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ASSET MANAGEMENT

The Asset Management module provides the control of asset acquisition, depreciation and disposal and provides full audit trail information in addition to comprehensive asset valuation and analysis reporting.

KEY FEATURES

- Unique Asset Referencing
- User Defined Asset Categories
- User Defined Depreciation Periods
- User Defined Depreciation Method
- Cost Centre Identification
- Residual Values
- Net Book Values
- Acquisition and Disposal Processing
- Asset Revaluation Processing
- Asset "Write Off" Processing
- Depreciation History Enquiry
- Interface to Nominal Ledger
- Interface to Sales Ledger
- Interface to Purchase Ledger
- Asset Valuation Reporting by Category
- Asset Valuation Reporting by Department

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INVENTORY MANAGEMENT

Accurate and detailed Inventory Management is an essential component of effective cost control. AiM provides for user definition of multiple warehouses and locations, thus enabling stock to be located and controlled for the most effective use, therefore allowing reduced stock holding.

KEY FEATURES

- Stock Traceability
- Stock Valuation
- Perpetual Inventory
- Inventory History
- FIFO Costing and Allocation
- Goods Inwards Receipts
- Goods Returned
- Issues to Sales and Production Orders
- Receipts to Stores
- Pareto Analysis of Products
- Stock Movement Reporting
- Usage Report – Stock Transaction Report
- Stock Variance Reporting
- Lot and Serial Number Traceability
- Re-order Level
- Re-order Quantity and Multiples

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PRODUCT DATA MANAGEMENT - ITEMS -

The AiM Product Data Management - Items module holds all the detailed information pertinent to finished products and their component parts. Unlike most similar packages, it is available as a stand-alone system, making it a cost-effective solution for distribution and factoring businesses which do not require the complexity of a Bills of Material application.

KEY FEATURES

- Flexible Item Number structure
- Rapid access to specific information based on product identity
- Integration with AiM Product Data Management – Bills of Material
- Flexible user defined product groups
- User-defined analysis codes that can be used for statistical analysis
- Extensive product description
- Define and maintain material, labour and overhead costs
- Standard Manufacturing area
- Alpha Search facility
- Lead Time
- Item Maintenance selective by functional area

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PRODUCT DATA MANAGEMENT - BILLS OF MATERIAL -

The AiM Bills of Material Processing module allows the user to define the most complex of product structures with no limitation on the number of levels employed.

KEY FEATURES

- Product Structure
- Versioning
- Product Costing
- Enquiry and Reporting
- Product Number and Description
- Product Sales Code
- Product Type
- Unit of Measure Conversion Factor
- Status
- Production Weight
- Standard Cost
- Current Cost
- Interface from Sales Order Processing
- Interface from Inventory Management
- Interface from Purchase Order Processing
- Interface from Production Control

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SALES ORDER PROCESSING

This module provides the management tools for monitoring and controlling sales orders received by your Business, from receipt of order through picking and despatch and on to invoicing.

KEY FEATURES (Summary)

- Order Entry and Amendment
- FIFO Stock Allocation
- Picking Note Processing
- Despatch Processing
- Invoice/Credit Note Production
- Inventory Update and Back Order Generation
- Enquiry and Reporting
- Customer Price Book Facility
- Customer Part Number
- Deliveries Calendar
- Override Facility for Customer and Line Item Discounts
- Default Packing and Delivery Instructions with Override Facility
- Order Analysis Reporting
- Sales Analysis Reporting
- Discounting
- Multiple Delivery and Invoice Addresses
- Value by Item by Customer

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SALES ORDER PROCESSING OVERVIEW

KEY FEATURES (Detail)

- Customer Defined Picking/Shipment Level
- Delivery Calendar defines non-delivery days (ie weekends, holidays, etc.)
- User Defined Pricing
 - Item within Customer
 - Customer within Item
 - Customer specific Price Book
 - Quantity breaks – 5 price books per break related to customer
- Customer Discounts
 - Value breaks with 3 discount levels
 - Manual entry line discount
 - Total order value discount
- Packing and Delivery Instruction
 - by Customer
 - by Delivery Point
 - Override at Order Entry
- Customer Product History
 - Last price and quantity ordered
 - Records last order if price overridden
- Customers' Product Numbers and Descriptions
- Multiple Order Source
 - Mail, Phone, Fax
 - Customer Direct, Salesman, Agent
- Carrier Details
 - Name, Address, Telephone Number
 - Minimum and Maximum Weights
 - Own Tracking Number
 - Trailer Details
- Reason for Credit Codes

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SALES ORDER PROCESSING OVERVIEW

KEY FEATURES (Detail) Cont'd

- Customer Defined Delivery Points
- Enquiries
 - Sales Order Detail
 - Outstanding Orders by Product
 - Customer and Product History
 - Pricing
 - Manual Override Report
- Orders can be modified through to despatch stage
- Back Orders
 - Can be listed by customer and product
- Orders can be warehouse specific
- Multiple Deliveries and Schedule Orders
 - Additional description
 - Orders automatically scheduled based on day and frequency
 - Deliveries specified by frequency (daily, weekly, monthly)
- Part shipment of Back Orders can be specified
- Order Acknowledgement Print
- Orders can specify manufactured, purchased or ordered items
- Credit Control
 - Suspends orders for customers on stop or over credit limit
 - Warning signal if credit limit exceeded during Order Entry
- User Defined Picking Note Generation
- Despatch Confirmation Produced using Picking Note Number
- Despatch notes printed to accompany goods
 - Automatic interface to Intrastats

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SALES ORDER PROCESSING OVERVIEW

KEY FEATURES (Detail) Cont'd

- Picking Note Cancellation returns goods to stock
 - Orders can be maintained and re-picked
- Invoice Generation at day end routine based on the despatches
- Reports available as standard
 - Order type codes
 - Source codes
 - Price books
 - Customer discounts
 - Carrier Details
 - Reason Codes
 - Customer/Product History
 - Customer Item References
 - Trailer Details
 - Order Book
 - Outstanding Orders by Customer/Item and Item/Customer
 - Orders in Abeyance
 - Outstanding Picking Notes
 - Picking Discrepancy
- Sales Analysis by:
 - Customer
 - Product/Product Group
 - Area
 - Representative

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SALES FORECASTING

The AiM Sales Forecasting system provides a flexible tool for entering and monitoring the sales forecast information at either item level or at items for a specific customer by interfacing to the AiM Materials Requirements Planning. The system generates production and purchasing demand.

KEY FEATURES

- Forecast by Item or Item/Customer
- Forecast Cost Valuation
- Forecast Sales Valuation
- Forecast versus Actual Analysis
- Interface to AiM Materials Requirements Planning
- Analysis Reports by Item
- Analysis Reports by Item/Customer

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PURCHASE ORDER PROCESSING

The Purchase Order Processing module provides the facilities for accurate, cost-effective material procurement and control for both stock and non-stock items.

KEY FEATURES

- Multiple Procurement Points
- Multiple Call-Off Dates
- Supplier Buying Books
- Supplier Part Number
- Goods Received and Returned Processing
- Invoice Matching
- Purchase Analysis
- Interface to Inventory Management
- Interface to VAT & INTRASTAT
- Buyer Identification
- Forced Closing of Orders
- Manual Price Overrides
- Blanket Orders
- Monitoring Overdue and Incomplete Orders
- Accruals from Goods Received
- Expenditure by Supplier and by Commodity
- Outstanding Orders Reports

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PRODUCTION CONTROL

The Production Control module provided additional database facilities to maintain Routing, Operation and Resource details, together with Order Creation, Release and Tracking facilities.

KEY FEATURES

- Cost Centre Definitions
- Resource Definitions
- Resource Grouping
- Multiple Routing Definitions
- Alternative Operation Definitions
- Sub-Operation Definitions
- Order Creation from MRP Recommendations
- Controlled Order Release
- Job Tracking
 - Order
 - Operation
 - Transaction
 - Shop Floor Data Collection Interface
- Order Status Enquiries and Reports
- Production Documentation Printing
- Allocation of Materials/Components
- Production Costing
 - Standard
 - Current
 - Actual
- Timings
 - Set Up
 - Labour
 - Run
 - Free
- Cost Rates
 - Set Up
 - Labour
 - Run
 - Overhead

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PRODUCTION CONTROL

Continued...

- Resource Availability Shift and Pattern
Efficiency
- "Where Used" Resources
Jig/Tools
Gauges
- Work-In-Progress Valuation

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MATERIAL REQUIREMENTS PLANNING OVERVIEW

The Material Requirements Planning provides the facility to evaluate Sales Forecasts, Sales Orders, Production Orders, Purchase Orders, Inventory Levels and Inventory Parameters based on a future daily assessment together with ordering lead times. In the case of recommended Manufacturing Orders, the Bill of Materials is used to determine lower level requirements and recommended further Orders where necessary.

KEY FEATURES

- Master Production Forecast Maintenance
- Full MRP Reporting and Enquiry Facilities
- Current Order Situation Reviewed Against Stock
- Date Within Item Sequence
- Finished Products linked to Resources for Resource and Financial Planning
- Automatic Purchase or Manufacturing Order Recommendations
- Availability Automatically Adjusted by Recommended Orders
- User Defined Planning Horizon
- Maximum/Minimum Batch Sizes
- "What-if" Simulations
- Finite Forward Scheduling
- Estimated Planning Capacity
- Net Requirement Planning
- Review Function Re-scheduling Recommendations accepted for Jobs and Purchase Orders

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PRODUCTION SCHEDULING

The Production Scheduling module provides the facility to schedule production orders in priority sequence utilising the up to date order status and availability of resources. A facility is also provided to schedule/unschedule orders on an individual basis.

KEY FEATURES

- Driven by Released Production Orders
- Resource Availability Set-up by easy-to-use Templates
- Mass Schedule by Priority
- Order Schedule
- Order Unschedule
- Optimised Allocation to Resource within Group
- Resource Work to List Enquiry
- Job Tracking Interface
- Efficiency of Individual Resource

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CONTRACT MANAGEMENT

The Contract Management module provides the facility to generate Estimates or Contracts, which can be based upon previous jobs.

Material Schedules are generated from Estimates or through the Contracts Maintenance Procedures. The System allows for standard and non-standard parts, which can be directly linked to suppliers.

Through the Production Control Interface, MRP will generate manufacturing and purchasing requirements for all components used within Material Schedules.

The Purchasing Interface will allow collection of goods received actual costs. Despatch paperwork will be generated when Material Schedules or sections of a Contract are to be delivered.

Comprehensive Reports and Enquiries show an up to date picture of estimate, actual and expected final cost.

KEY FEATURES

- Allows Estimate creation based upon previous Contract or Estimate
- Estimate to Contract conversion
- Material Schedules allow standard and non-standard parts, Drawing Reference, Description, Comments, Supplier and Quantity off
- Issue and Change Control Facilities with Enquiry
- Contract Parts Allocations linked to Inventory Management
- Demands generated by MRP to Purchase Ordering and Production Control
- Accounts Payable Actual Costs Interface
- Miscellaneous postings of additional expenses and costs
- Contract Parts Where-used Enquiry
- Contract Parts Detail Enquiry
- Kit Lists
- Comprehensive Enquiry and Reporting

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CONTRACT MANAGEMENT

KEY FEATURES (Continued)

- User Defined Analysis Reporting
- Analysis Comparison of Estimates against Actual
- User Defined Transaction History Period

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CAPACITY PLANNING

The Capacity Planning module provides the facility to evaluate production requirements against availability. The standard evaluation matches firm production orders against resource availability, on a due date basis, to establish utilisation levels.

If Production Scheduling is interfaced, a scheduled date basis is also used to establish schedule underloads. If Material Requirements Planning is interfaced, recommended production orders are used with firm orders to provide a third view of utilisation levels.

KEY FEATURES

- Utilisation - Firm Requirements versus Availability
 - Scheduled Requirements versus Availability
 - Firm and Recommended Requirements versus Availability
- User Defined Over/Under-load Threshold
- User Defined Planning Windows
- Variable Duration Planning Windows
- Flexible Planning Horizon

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SALES AND MARKETING MANAGER

The AiM Sales and Marketing Manager is a flexible easy to use system, providing a Database of Customer and Prospective Customers, with information and control facilities for Sales, Sales Management and Marketing Disciplines.

KEY FEATURES

DIRECT OR TELEPHONE SALES FACILITIES

- Single or Multi-screen display of Customer and Prospect Information
- Displays and Database easily modified to suit specific requirements
- Records accessed by:-
 - Reference Number
 - Full or Partial Name Scan
 - Follow-up Date
 - Product Type
- Unlimited Contact Names and Position in Company
- Full Customer and Product History
- Records Follow-up Date with Action Type
- Unlimited Contact and Action Notes
- Unlimited History Notes
- Prospective New Business by:-
 - Product
 - Value
 - Anticipated Order Date
- Activity Type – telephone call, visit, quote etc.
- Customer by Product Usage – stimulate repeat business
- Transfer Data to and from PC's and Lap-Tops

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SALES AND MARKETING MANAGER

KEY FEATURES (Cont'd)

SALES MANAGEMENT FACILITIES

- “Browse” Facility
- Salesmen Activity Review
- Management Action Initiatives
- Management Monitoring
- Analysis of Sales Activity
- Management Allocation of Areas by:-
 - Town
 - County
 - Post Code
 - Vertical Markets
- Security – access to sales areas restricted
- Sales Order Forecast Summary by Customer, Value, Product, Anticipated Order Date

MARKETING FACILITIES

- Integrate with PC's for Word-processing Mail shots
- Definition of Market Areas
- Flexible Reporting Facilities