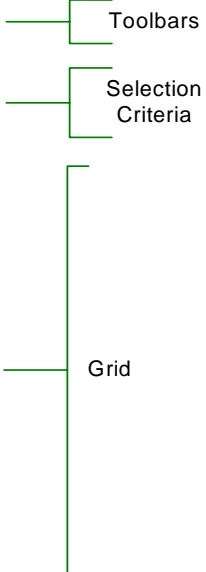
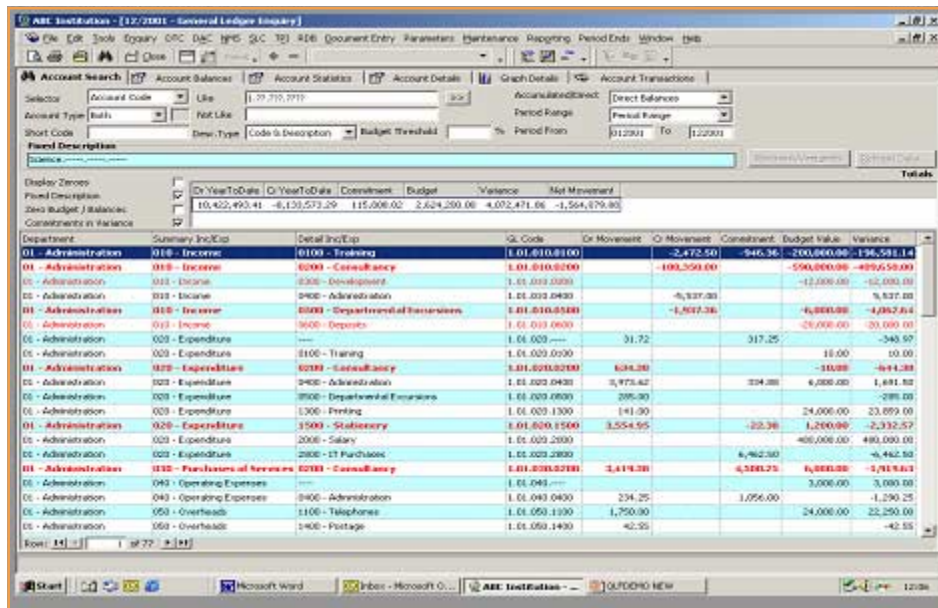




*Users of Agresso QL Finance at all levels throughout the institution will appreciate the benefits of the Agresso QL Workbench desktop presentation. For core users in the finance department, it provides outstanding speed, power and flexibility. More casual, less accomplished users will appreciate the ease of use provided by the standard Windows “look & feel” and the ability to see everything in a single screen display. All users will enjoy the ability to define their own views of information using simple “point & click” functionality.*

## Agresso QL DESIGN

Whilst senior managers want a finance system that is comprehensive and sophisticated, most users long for a system that is easy to use and which provides flexible access to information. In layman’s terms, the Agresso QL workbench is the “front-end” or “shop window” of the sophisticated Agresso QL Finance system. It delivers the desired simple-to-use flexibility by means of its revolutionary grid-based design. The Agresso QL Workbench is literally the window into each module of software. By using standard Microsoft tools and conventions, everything is achieved via this single screen display.



The Workbench consists of three main areas - toolbars in the top section provide the full range of required functionality; the mid section prompts for search criteria to allow the user to specify exactly what information is required; the main section displays the resultant information in the Microsoft standard Janus Grid. It is this grid area that offers tremendous scope to define the format of the information retrieved. A variety of tabs allow the user to select alternative views of the information retrieved via additional, definable grids.

## INFORMATION NOT DATA

Of fundamental importance to the usability of the Workbench is the component design of the Agresso QL system. In simple terms the raw data stored in the underlying Agresso QL database is presented to the user in the form of information pick-lists. This simplified, component view of the database is fundamental in liberating access to information. Users can easily see what information is available to them, they can select what they want to see and the Workbench allows them to organise and present it as required. All this is provided within the strict confines of the underlying Agresso QL security system which ensures that staff can only see the information to which they have been granted access.

The screenshot shows the Agresso QL software interface. At the top, there's a menu bar and a toolbar. Below that, there's a search area with fields for 'Account Code', 'Life', 'Period Range', and 'Period From'. The main area is a grid with columns: Department, Summary Inc/Exp, Detail Inc/Exp, QL Code, Dr Movement, Cr Movement, Commitment, Un Movement, Budget Value, and Variance. A 'Setup Grid' dialog box is open, showing options for 'Field Name', 'Align', and 'Show Grid Lines'. The grid data includes rows for various departments like Administration, Mathematics, and Purchases of Services, with values for budget and variance.

Information available for selection is presented in easy to understand pick-lists.

### User Defined Grid Views

- The number of columns displayed
- The name of the Column displayed
- The width of the column displayed
- The position of the Column displayed
- Ordering column content alphabetically
- Ordering column content by value
- Colours of grid rows
- Vertical/Horizontal grid lines

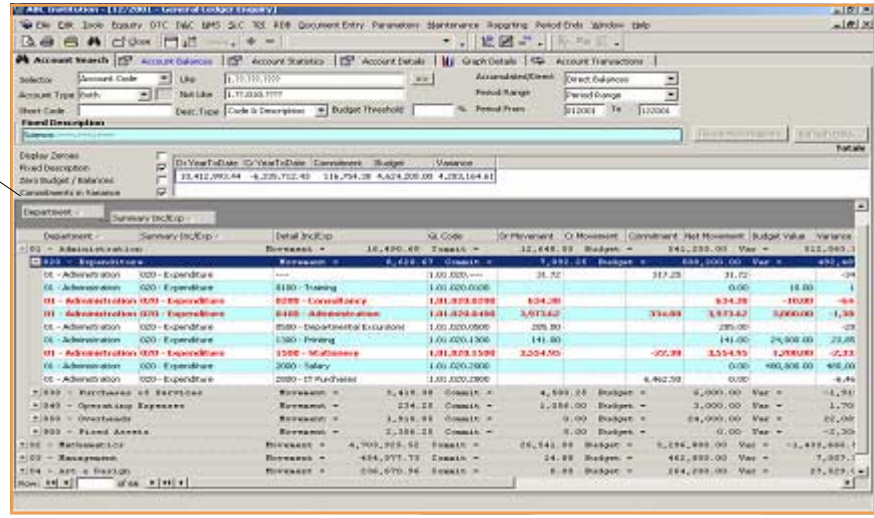
The user decides both content and positioning

## ENQUIRY & REPORTING

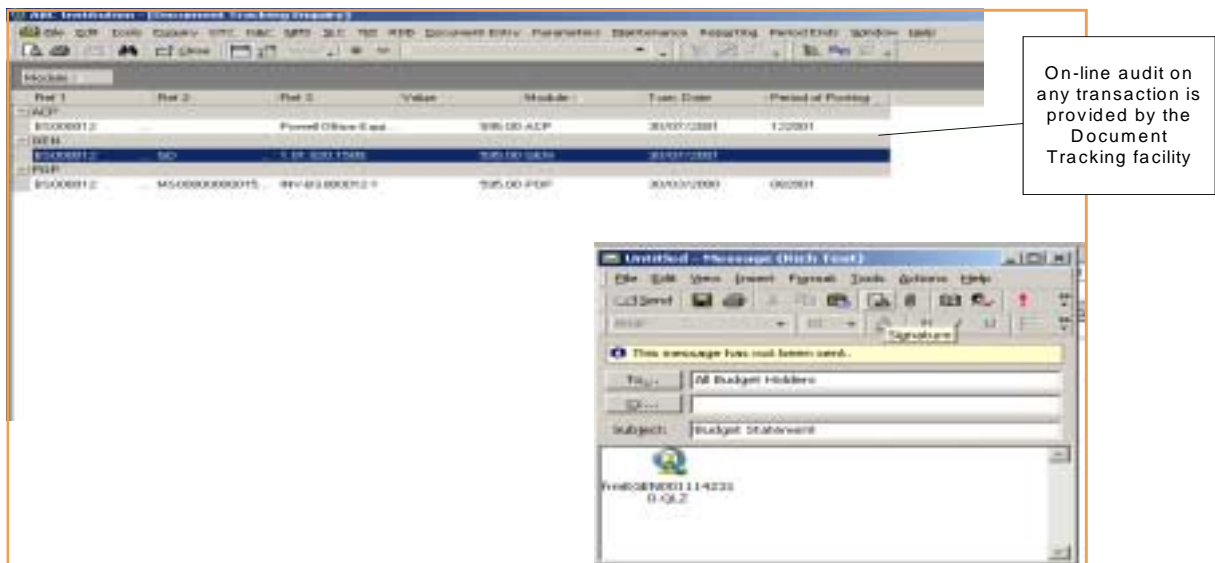
The wide range of search criteria allows the user to find a single transaction by entering a matching reference or to select a range of qualifying accounts. The fields of information presented for each account can be chosen from the grid look-up and each column can be sized, sorted and moved to its desired position. The appearance of the grid can also be modified by specified colours and dividing lines.

The Group By facility allows the information presented to be summarised into more meaningful analyses, using any of the column headings available. In seconds a crude listing of accounts can be summarised into meaningful analyses showing totals by type of transaction, by cost centre or department. A range of tabs provide additional views of the same data such as period balances or the transactions making up each account balance. Each of these views is definable in its own separate grid.

Meaningful analyses can be created on screen by means of the Group-by facility



In addition to this "vertical drilling" from summary to transaction detail and back, a horizontal drill capability is available on every transaction. This Document Tracking facility allows the full audit trail of every transaction to be viewed on-line at any time, regardless of the modules/ledgers involved. For example, a purchase invoice can be tracked back to its originating purchase order and forward to its payment recorded in the Cash Book and corresponding double entries in the General Ledger. Document Tracking works from and to any module and is available on every transaction in Agresso QL Finance.



For ad hoc reporting purposes, all grid views can be printed or dragged dynamically into Excel for further manipulation. For ease of distribution, any view can also be saved as an icon and attached to an e-mail message. Upon receipt of the e-mail, the user simply double-clicks the icon, enters their user ID at the prompt and the Agresso QL Workbench view appears, showing only that range of data to which the user has been granted access. The view presented contains live data and both vertical and horizontal drilling to more detail is possible.

For more formal reporting requirements, Agresso QL Finance comes complete with a wide range of listing reports each of which is definable in terms of content and presentation. The General Ledger module has its own report generator allowing the creation of management and statutory accounts representing any groupings of accounts from within the Chart.

## DATA CAPTURE

The same Agresso QL Workbench functionality is available for data entry purposes. In this case, the search criteria area is used to capture document header details and each line of information is entered into the grid area. All the same grid formatting and presentation features are available so that the fields of data required can be tailored to match college processes.

Product	Order Line Item	Quantity	Purchase Price	Tax Code	Net Value	Tax Value	Gross Value	GL Account
A4	A4 Paper Pad	20.00	8.9500 01		179.00	3.33	182.33 0.01.000.1180	
A3	A3 Paper Pad	10	1.2500 01		12.50	2.36	14.86 0.01.000.1180	
8000	Double sided, 80...	10	18.0000 01		180.00	17.58	197.58 0.01.000.1180	
FOUR12	12" Plastic Rules	1.00	8.4500 01		8.45	6.48	14.93 0.01.000.1180	
PKY1348	Box of 10	2	2.4000 01		4.80	0.88	5.68 0.01.000.1180	
PK80	Mini Ball - Box of 5	1	18.0000 01		18.00	2.83	20.83 0.01.000.1180	
PK111	Pack of 20	2	3.6000 01		7.20	1.22	8.42 0.01.000.1180	

At the bottom, there is a 'Purchase Order Totals' section showing: Net 219.30, Tax 37.34, and Gross 256.64. There are also buttons for 'Copy PO...', 'Add PO', 'Delete PO', 'Evaluate PO...', and 'Close'.

Familiar grid functionality is provided in the Data Entry Workbench

Some on-line validation is provided as data is entered, notably on-line look-ups to account and analysis codes. However, the document entry Workbench is forgiving enough to allow casual users to enter partially-complete data. This can be recalled and added to later by a departmental administrator or finance department user.

To ensure that only complete and validated transactions are posted, the on-line Checkpoint facility applies the full set of business rules prior to posting. The error display provides on-line tracking back to the original source document to allow corrections to be made before posting is completed. This approach effectively de-skills the data capture process, encouraging its devolvement in the knowledge that finance department users have ultimate control over what is posted.

## TECHNICAL DEPLOYMENT

The Agresso QL Workbench has been designed to assist end-users in making the most of information in their finance system. It is logical, therefore, that Agresso QL software resides on each user's PC, where it can utilise the local processing speed and integrated PC systems such as Microsoft Excel and e-mail.

In this conventional client/server deployment, upgrades applied to the main Agresso QL Finance server are automatically applied to each PC at login. Where a client/server deployment is not appropriate, the full range of Agresso QL functionality is available via a Web browser, without the need to deploy Agresso QL locally on each PC.