



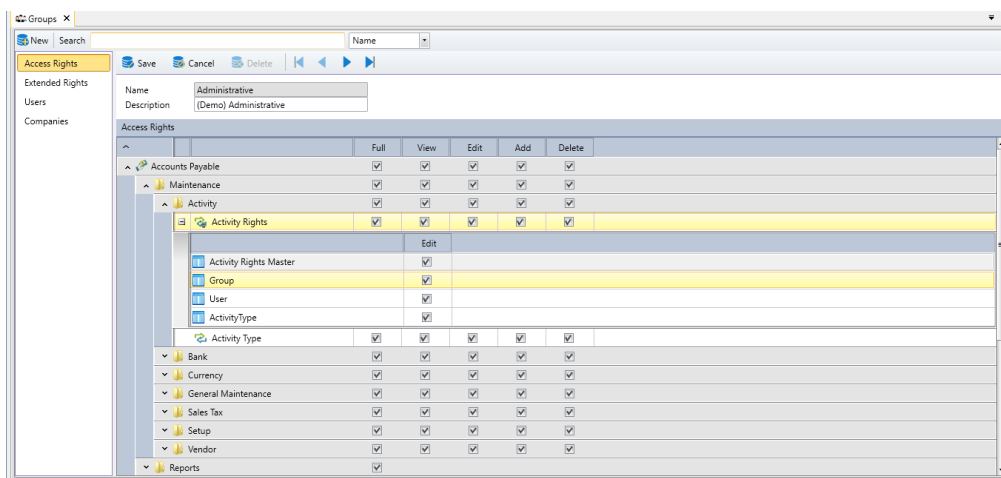
AccountMate
SOFTWARE THAT FITS

The System Manager module is the control center for the entire AccountMate system. It controls the system environment and setup, on-line help, multi-level password security, report engine, module and company selection, system date and all pop-up menus. AccountMate System Manager delivers the utmost efficiency, productivity, and security to any business.

AccountMate Enterprise 2026 System Manager Module

Multiple Security Levels

Data security is vital to every company. The System Manager module delivers multiple levels of password-based security. You can set access rights by company, by module or by function. For each function, you can specify what type of access rights the group has. You can set the users' access rights to view, add, edit, delete, or full access. You can also set up extended rights to specific screens or data fields, such as being able to see the credit card number.



Price Screens in Inventory Maintenance

Multi-Factor User Login Authentication

The user login protocol is strengthened with the ability to enforce a secondary authentication, requiring users to identify themselves by more than a username and password. After a user has passed the first level authentication (by providing the correct username and password in the login window), the system will send an email to the user's registered email address that contains a 6-digit verification code. The user must enter this verification code to complete the login process. When enforced, this feature adds next-level security, provides better control over who has access to the system, and helps protect sensitive information and company data.

Password Policies

AccountMate allows you to set password policies that facilitate Sarbanes-Oxley compliance. You can define parameters for password structure and expiration; track history of invalid logon attempts and use any of the following options:

- Disallow changing of certain user passwords
- Require password change during next login
- Disallow reuse of old passwords
- Make multi-level authentication mandatory or optional for users



Assign User to Multiple Groups

A user can be assigned to more than one group. Each user receives all the access rights granted to all the groups to which they belong.

User Access Log

AccountMate keeps a log of all functions accessed by each user. The system tracks the date and time of each access, the company accessed, the actions taken, and a description of the function accessed or the event.

Powerful Search Feature

When a Maintenance or Transaction function is accessed, AccountMate automatically shows the Search screen. This screen automatically filters existing records and displays only those that match the values you type in the Search field. This is a grid which lets you select the columns to display and further filter the search results by the data shown in each column. You can sort the records displayed in either ascending or descending order using one or more of the columns that are visible on the screen. You can also browse the search results by page. You can create your own search filter criteria and save it for future use.

When you initiate a search in certain fields, you can opt to use either a key field search or a full-text search.

Export or Email Any Report

Users who are granted the appropriate access rights can export or email reports. You can set up the email subject line, the contents of the email body, export file name, and the email addresses of the recipients for specific reports. The following export file formats are supported out of the box: PDF, Microsoft Word, Microsoft Excel formatted or raw data. Users can export reports to spreadsheets for analysis or email PDF files to their desired recipients. This is most useful if your organization wants to go “paperless”.

Run Multiple Functions without Closing the Current Screen

You can have several screens running simultaneously even if the functions are from different modules. Each function that you access appears as a separate tab to make it easier for you to find the screens that you have open and switch from one screen to the other. You can also move the tabs to another section of the same screen or even move them to another screen if you are using multiple computer monitors. This is especially useful if you want to do a side-by-side comparison of data from multiple AccountMate screens or reports.

Supports Data Import

Data entry is sped up by the ability to import data into AccountMate Enterprise. It allows you to enter data such as information required to create master records, establish inventory on-hand quantities, account balances, and others. You can import from an Excel file and select the actual import fields.

Transaction Rollback Gives Additional Data Protection

This fundamental feature significantly improves data integrity by ensuring that – if a power failure occurs while a transaction is in process – the likelihood of having incomplete entries or corrupted files is kept to the absolute minimum. This crucial safety feature offers significant data integrity benefits.

Maintain Unlimited Data History

Data can be maintained for an infinite number of years limited only by the database server’s available disk space and memory. This gives you the ability to view transactions and quickly generate reports for any period of any year.



Disconnect User and System Lock

Certain situations may require exclusive system access. A Disconnect User function allows authorized users to disconnect specific individuals from AccountMate Enterprise or from a particular company. This function comes with an option to activate the system lock to prevent any other users from logging in. These access control features are designed to aid system administrators and supervisors during system maintenance tasks.

Flexible Report Engine

AccountMate's reporting engine supports the selection of multiple sorting options for each report that comes with the software. This gives you the flexibility to sort the data in a way that will best meet your reporting needs and facilitate analysis. Various layouts are also available for each report.

There are also a wide variety of criteria options that you can use to filter the data that will appear in each report. This helps you narrow down the report output to the relevant information that you need to effectively run your business.

Powerful Report Designer

AccountMate comes with a Report Designer that lets you create new reports or customize existing ones. It uses a wizard-style approach that takes the user step-by-step through the report creation or modification process. It automatically creates the report layout based on the selections made during the setup process. Refer to this [document](#) for more information.

Easily Accessible Online Help

At every level of operation, AccountMate provides user-friendly Help screens that allow you to search for topics related to any module, function or feature regardless of the module or function that is currently being accessed. If you have internet connection in the workstation where you are running AccountMate, you can access the Help file that is maintained online. If you do not have internet connection, you can access the Help file that is installed with the software.

Current User Login List

AccountMate Enterprise can provide a list of users who are currently logged in to the software regardless of which module or company they are currently in. When a process that requires exclusive access to the system needs to be performed (such as a software update), this screen indicates which users must exit AccountMate.

Productivity Tools

Documents or files can be attached to each transaction or maintenance record to use as supporting documents or references. These attachments can be retrieved or updated at any time by users who are granted access rights to the source transactions or maintenance record. Shortcut keys or hot keys are also available to navigate the screen without using a mouse and to facilitate data entry.