



Opera II at a glance



## TECHNOLOGY

32-bit	✓
True Graphical User Interface	✓
Transaction Integrity	✓
Multi-tasking	✓
Developers' Toolkit	✓

## MODULES

Sales Ledger	✓
Purchase Ledger	✓
Nominal Ledger	✓
Advanced Nominal	✓
Cashbook	✓
Multi-currency	✓
Fixed Assets	From July 2009
XRL	✓
Invoicing	✓
Sales Order Processing	✓
Purchase Order Processing	✓
Stock	✓
Costing	✓
Manufacturing Process / Discrete	Operations II
Bill of Materials	✓
Works Orders	✓
Production Scheduling	Operations II
Routing	Operations II
MRP	Operations II
Payroll & HR	✓
HMRC Accredited	✓
Personnel	✓
P11D Organiser	✓
System Manager	✓
Report Writer	✓
Import	✓
	(includes nominal accounts/journals/payroll timesheets)
EC VAT	✓
EURO	Base currency – No conversion routines
Pegasus Instant Messenger	✓
Sales Pipeline Management (SPM)	✓
SPM Remote	✓
Service and Helpdesk Management	✓
Executive Dashboards	✓
Document Management	✓
Advanced Document Management	✓

## GENERAL FEATURES

Import	Sales customers, Sales transactions, Purchase suppliers, Purchase transactions, Nominal accounts, Nominal journals, Stock items, Stock transactions, Invoicing/SOP documents, Costing timesheets, Payroll timesheets
Multi-company	✓
No of Companies	Unlimited
E-mail reports/documents	✓
Alerts	✓ With Pegasus Instant Messenger
Scheduling of Tasks	✓ With Pegasus Instant Messenger
PDF Output	✓
Drilldown	✓
Audit Trails	✓
Standard reports	✓
Standard documents	✓
Customise reports and documents	✓
Push Pin (always on top) forms	✓
Remember form size/position	✓
Calendar	✓
Advanced Searching	✓
Searching on Grids	✓
Sorting on Grids	✓
Customise Grids per user	✓
Copy Columns to MS Excel, Word etc	✓
Post Continuous	✓
Dynamic Views definable by the user	✓
Data output to Excel and Word	✓
Company Debtor Analysis	✓
Company Creditor Analysis	✓
Company Debtor Days	✓
Company Creditor Days	✓
Company Sales Turnover Analysis	✓
Company Purchase Turnover Analysis	✓
Backup/Restore Routine	✓
System and user generated notes	✓

## SALES LEDGER

Processing	Real time
Data Retention	99 periods Unlimited Sales History
Sales Analysis	By Customer, Customer Type, Territory, Region, Product, Product Group, Delivery A/C, Invoice No, Project & Department
<b>Specialist Functions</b>	
Trading Terms	✓
Turnover	✓
Turnover Per Period	✓
Turnover – Graphical Illustration	✓
Average Debtor Days	✓
Debtor Analysis per Period	✓
Revenue Forecast by Account/Company Debtor Days	✓
E-mail documents	Quotes, Proformas, Orders, Delivery Notes, Invoices – July 2009
Batch e-mail statement facility	✓
Unlimited Contacts	✓
Multiple Bank Accounts	✓
Part Payment of Invoices	✓
Allocation of Receipts	✓
Disputed Transactions	✓
Reason Codes for Disputed Transactions	✓
Advanced Postings	✓
VAT Inclusive	✓
Invoice drilldown	✓
Receipt drilldown	✓
Sales History	✓
Link to Nominal	Batch and Real time
Advanced Nominal Dimension Analysis	✓

## PURCHASE LEDGER

Data Entry	Invoices, Credit Notes, Adjustments, Manual Payments, Write-offs, Allocations
Processing	Real time
Data Retention	99 periods Unlimited Purchase History
<b>Specialist Functions</b>	
Trading Terms	✓
Turnover	✓
Turnover per period	✓
Turnover – Graphical Illustration	✓
Average Creditor Days	✓
Payment Forecast by Account Creditor Days	✓

Multiple Bank Accounts	✓
Suggested Payments	✓
Automatic Payments	✓
Payment Methods	Cheques, BACS, Banking Links
Allocation of Payments	✓
Part payment of Invoices	✓
Remittance Advice	✓
Batch e-mail remittance facility	✓
Combined cheque and remittance facility	✓
Reason Codes for Disputed Transactions	✓
VAT Inclusive	✓
Advanced postings	✓
Purchase Invoice Register (PIR)	✓
Unlimited Contacts	✓
Invoice drilldown	✓
Payment drilldown	✓
Link to Nominal	Batch and Real time
Advanced Nominal Dimension Analysis	✓

## CASHBOOK

Data Entry	Nominal, Sales, Purchase, Bank Transfers, Recurring Entries and Batch Processing
Processing	Real time
Data Retention – Reconciled Transactions	99 months
<b>Specialist Functions</b>	
Multi-currency Bank Accounts	✓
Bank Reconciliation	✓
Transaction postings during Reconciliation	✓
Saved incomplete bank reconciliation	✓
Transaction matching	✓
Paying-in Slip	✓
Payment Methods	Cheques, BACS, Banking Links
Combined Cheque/Remittance Advice	✓
Link to Nominal	Batch and real time

## VAT

VAT Transaction Type	Sales, Purchase, Beyond Scope
No of VAT Codes per type	36
Definable VAT Returns	✓
VAT 100 Report	✓
EC Sales List	✓
Intrastat SSD	✓

## NOMINAL LEDGER

Data Entry	Nominal Journals, Recurring Journals, Retained Journals, Reversing Journals, VAT Journals
Processing	Real time
Flexible Chart of Accounts	✓
Type and sub-type analysis	✓
Data Retention (Transactions & Journals )	9 years
<b>Specialist Functions</b>	
Cost Centres	✓
Cost Centre budgets	✓
Summary Cost Centre budgets	✓
Definable P&L and Balance Sheet	✓
Advanced Nominal Dimensions	2 (Project & Department)
Definable descriptions	✓
Dimension budgets	✓
Reporting Codes	5
Nominal Analysis Reporting	✓
Financial Calendar	✓
No of financial periods	1-24
Definable Period Dates	✓
Private Accounts	✓
Account Snapshot	✓
Distribution Accounts	✓
Nominal Consolidation	✓
Next Year's Budgets	✓
Budget Factors	✓
Budget Writeback	✓(with XRL)
Foreign currency Journals	✓
Post to Prior Periods	✓
Post to Prior Year	✓
Account View	✓
Journal Image Zoom and Print	✓
Nominal View	
• By Year	✓
• By Period	✓
• By Year & Period Range	✓
Update from Stock	Batch and Real time
Update from BOM	Batch and Real time
Update from Ledgers	Batch and Real time

## SALES ORDER PROCESSING

Data Entry	Documents, Proforma, Quotation, Orders, Deliveries, Invoices, Credit Notes, Repeat Invoices
Processing	Real time
<b>Specialist Functions</b>	
Price Lists	✓
Foreign Price Lists	✓
Global Price Changes	✓
Price Lists writeback facility	✓ (with XRL)
Discount Matrix	✓
Overall Discount	✓
Quantity Break Discount	✓
Stock Allocation Routines	✓
Multi-warehouse	✓
Back to Back	Purchase Order Processing and BOM
Model Proforma	✓
Model Quotation	✓
Repeat Invoicing	✓
Picking	✓
Batch Processing	✓
Consolidated Deliveries	✓
Consolidated Invoices	✓
Part Deliveries	✓
User-generated document references	✓
System-generated document references	✓
E-mail Sales Order Acknowledgements	✓
Drilldown on Part Deliveries / Invoices	✓
Delivery drilldown on order lines	✓
SOP document Find/Enquiry function	✓
Include Un-invoiced Deliveries in Customer Balance option	✓
Display documents for last xxx months	✓
Single key progression of documents	✓
Advanced Nominal Dimension Analysis	✓

## PURCHASE ORDER PROCESSING

Data Entry	Purchase Orders, Receipts, Invoices
Processing	Real time
<b>Specialist Functions</b>	
Purchase Documents	✓
Purchase Document Optimisation	✓
Edit Purchase Orders	✓
Re-order function	✓
Global Price Changes	✓
Receipt/Purchase Order Matching	✓
Invoice/Purchase Order Matching	✓
Invoice/Receipt Matching	✓
Foreign Currency orders	✓
Order status	✓
Satisfy facility	✓
Model orders	✓
System-generated document references	✓
POP document Find/Enquiry function	✓
Advanced Nominal Dimension analysis	✓
Display Documents for last xxx months	✓

## STOCK CONTROL

Data Entry	Receipts, GRNS, Issues, Transfers, Adjustments, Returns, RTVS, Allocations, De-allocations
Processing	Real time
<b>Specialist Functions</b>	
Multi-warehouse	✓
Restrict transactions per warehouse	✓
Cost & Selling price per warehouse	✓
Minimum Stock, Reorder Level, Reorder Quantity per Warehouse	✓
Quarantine Warehouses	✓
Warehouse Bin	✓
GRN to Purchase Order matching	✓
Batch Traceable	✓
Serial Traceable	✓
Batch / Serial Enquiry	✓
Stock Adjustments via Excel	✓ (with XRL)
Costing Methods	
• FIFO	✓
• Standard	✓
• Last Cost	✓
• Average	✓
Stock Notes	✓
Non Stocked Items	✓



Description Only Items	✓
Negative Stock	✓
Alternative Stock Item	✓
Reverse Charge item	✓
Global Price Update	✓
Split Packs	✓
Invoice Drilldown	✓
Link to Nominal	Batch and Real time
Stock Category to Nominal Code Analysis	✓

## COSTING

Data Entry	Contracts, Jobs, Estimates, Budgets, General Costs, Timesheets, Retentions, Batch Input, Commitments & Revenues
Processing	Real time
Contract Code	10 (alphanumeric)
Job Code	10 (alphanumeric)
Estimate Code	10 (alphanumeric)
<b>Specialist Functions</b>	
Contracts	✓
Jobs	✓
Estimates	✓
Original and revised Budgets	Costs, Write-off and Revenue
Commitments	✓
Phases	✓
Periods	✓
Departments	✓ (Maintenance table)
Frameworks	✓
Number of Cost Rates	999
Subcontractors	✓
Subcontractor CIS Codes	✓
Invoice Billing	✓
Global Cost Code update	✓
Global Cost Code update – Audit Trail report	✓
Definable Contract, Job, Phase & Department Descriptions	✓
Stock Cost Code creation and update	✓
Payroll Timesheet Transfer	✓
Percentage Complete Analysis	✓
Integration	Sales Ledger, Purchase Ledger, Stock, BOM, SOP, POP, Payroll

## BILL OF MATERIALS

BOM Traceability – Assembly & Component level	✓
BOM Single Item Works Order Creation option	✓
Work In Progress Nominal Analysis	✓
BOM Works Order Batch Progress	✓
Batch De-Allocate option	✓
Batch Return option	✓
Unlimited components per level	✓
Stock Re-order Level Works Order creation	✓
Kitting option	✓
Assembly Cost Update utility	✓
Works Order Movements – Component level	Top, Bottom, Highest
Material lists	✓

## SALES PIPELINE MANAGEMENT

Unlimited customer, prospect, supplier and reseller records and contact details	✓
Group calendar facilities and Microsoft® Outlook integration	✓
Send e-mails, mail merge campaigns and e-shots	✓
Attach incoming e-mail from Outlook	✓
Convert prospect/quotation details to live customer/sales orders	✓
Sales forecasting reports, optionally adjusted for probability.	✓
Analysis of sales by opportunity status/user/contact/company	✓
Import or update existing customer and supplier records from the Sales/Purchase Ledgers or from an Excel spreadsheet	✓

## SERVICE MANAGEMENT

Engineer and resource scheduling	✓
Skills Matching, Service Areas and Fault Analysis	✓
Comprehensive reporting capability	✓
Recording and billing	Time, Expense, Parts, Consumables, Part Request
Convert Sales Opportunities to installation projects	✓
Attach related documents and e-mails to a contract	✓
Batch-post invoices for chargeable items and time in Invoicing/SOP	✓
Equipment models and components for fast Equipment Register entries	✓
Process stock issues and returns from worksheet entries	✓
Flexible billing periods and contract renewals	✓

## HELPDESK MANAGEMENT

Call stages	Raised, Allocated, Planned, Travelling, Working, Complete
Call types	Helpdesk, Preventative Maintenance, Installation and Change Requests
SLA monitoring	✓
Knowledgebase facility	✓

## PAYROLL

HMRC Payroll Standard Accredited	✓
HMRC Pensioner Payroll Standard Accredited	✓
Data Entry	Payment/Deductions, Holidays, Leavers, Transfers, Absence
<b>Specialist Functions</b>	
No. of Payment Profiles	999
No. of Deduction Profiles	999
Half-day holidays	✓
Processing	Real time
Transaction History	999 Pay Periods
Include Historical Employees facility	✓
Re-print Payslip facility	✓
Group Calendar facility – Tax Year Lookup	✓
Pay Frequencies	Weekly, 2-weekly, 4-weekly, monthly
Payment Methods	Cash, Cheques, BACS & Banking Links
Automated SSP Processing	✓
SSP Diary	✓
SSP Qualifying Days Patterns	✓
Automated SMP Processing	✓
Automated SPP (Birth) Processing	✓
Automated SAP Processing	✓
Automated SPP (Adopt) Processing	✓
Student Loan Processing	✓
Retrospective NI Adjustment utility	✓
Automated Attachment of Earnings Orders (Priority AEO, Non-Priority AEO, CTAEAO, DEO, EA, CMA & MCF)	✓
Attachment Orders Reporting	✓
Advanced Pension Processing (COMP, COSR, Group, Personal, COMB, Free Standing AVC, Appropriate Personal Pension)	✓
Stakeholder Pensions	Automatic
Pension Reporting Facility	✓
Net of Basic Rate Tax	Automatic
% or Value Deductions	✓
Holiday Pay Average	✓
Trade Dispute Tax Withhold facility	✓
Global Payment and Deduction changes	✓
No of NI Code Changes	8
Global Tax Code Routine	✓
Payroll Audit Log	✓
P46, P46(PEN) and P46(Expat) reporting	✓
Integration with Pegasus Online Filing manager	End-of-Year and In-Year online filing
Online Filing test submission facility	✓
P32, P11, P45(1) and P45(3) reporting	✓
Advanced Nominal Dimension Analysis	✓

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