



Automated Bank Reconciliation - removing mundane and manual tasks

- 🔴 Are you still reconciling your finance systems and bank manually?
- 🔴 Spending unnecessary time working through printed bank statements?
- 🔴 Worried about your ability to audit your manual process and the increased chances of human error?

Remove manual processes with Automated Bank Reconciliation

Automated Bank Reconciliation significantly reduces the effort required to reconcile large transaction volumes. Utilising automation, the module will search for appropriate matches within your system and let you reconcile them with a single click. Bank statements can be automatically loaded, saving time, while a detailed notes field makes it easy for operators pick up and solve issues without delay. User-definable matching routines can be configured to your precise needs, enabling you to pinpoint with total accuracy all transactions lodged by your bank against the corresponding transactions within your cash book.

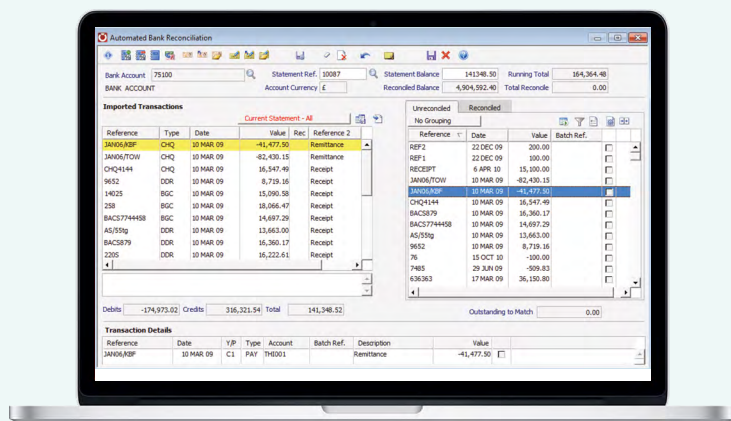
Receiving data

The Automated Bank Reconciliation module is flexible and can match and compare any data held in a standard file format that can be read into a database. As well as supporting multiple bank accounts, Automated Bank Reconciliation will receive the following bank formats as standard:

- Alliance & Leicester
- Bank of America
- Barclays
- HBOS
- HSBC
- NatWest
- The Co-operative Bank

Key Benefits

- Reduce processing time
- Resolve anomalies quickly
- Increase accuracy of reconciled transactions
- Eliminate re-keying
- Easy to use, secure system
- Fully auditable



Reconciling a transaction: all your imported transactions are shown in a single screen (left) and matches reconciled in a single click (top, right). So that you can correct any anomalies, any unreconciled transactions are made instantly visible (bottom, right).

Matching templates

Flexible matching routines enable you to reconcile corresponding transactions with precision. They will also flag up any mismatches so that you can quickly reverse and correct transactions entered in error.

Functionality includes:

- Multiple matching templates
- Ability to define formulas for statements and cash book transactions based on transaction type, date, value and reference
- Match within transaction group
- Ability to add transactions that are not in Dimensions from within the Bank Reconciliation screen
- Create transaction based on 'no match' – (e.g. 'match by' Reference, Group, Date Tolerance).

Flexible database

There is no practical limit on the amount of data that can be held within the SQL database, ensuring fast processing however many transactions you need to handle.

- Maintains reconciled and unreconciled data in a single, open database for instant access and historical data searches.

User access and security

Like any module within an Access solution, your sensitive data is fully protected. Automated Bank Reconciliation:

- Supports multiple users with comprehensive system access security and logon controls
- Is accessible by any authorised user from any network access point.



Loading data

Automated Bank Reconciliation automates the flow of bank information into your system, saving time and reducing errors. Functionality includes:

- Data load from text files and Excel worksheets
- Ability to add missing transactions on the fly
- Ability to generate nominal transactions where transactions exist on a statement but are generated outside the software
- Auto detects possible matches
- User-definable import format
 - map column to bank reconciliation field
 - option to manually auto-reconcile.

Transaction display screens

Your information is presented in one single screen with easy links to your cash information:

- Side-by-side comparison of statement and reconciliation information
- Sortable columns
- Summary by reference/date
- Shortcuts to all Dimensions cash transactions.

Audit

All your actions are fully visible, essential both for audit purposes and for other system users:

- Comprehensive audit trail for transactions
- Ability to add notes to each transaction
- Option to reverse transactions

Further information

If you would like to know more about the Access software portfolio, call us on **0845 345 3300**, click the button below or visit our website www.theaccessgroup.com/finance

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