K8 Summary factsheet

Kerridge Commercial Systems

K8 - Key functionality Summarised

This document highlights the key features available within K8 R21.

Sales Order Processing

- Delivered orders / Collected orders
- Direct orders
- Scheduled orders
- Ability to transfer orders to another branch either in part or whole
  - Notification to originating branch when such orders are updated
- Real-time stock allocation
- Forward and backorders
- Cash and account order
- Optional Integration with select Card payment Service Providers for credit & debit cards
  - Innervation - SA
- Quotations, with conversion option
- Optional product query workflow for sales and quotations
- Credit request processing and cash refunds
  - Hierarchical refund approval by value
- Stock products, specials and non-stock products
- Multiple delivery addresses
- Currency pricing and price lists
- Deposits and cash advances
- Word search facilities, including keywords
- Product catalogue search, with image display
- Multiple units of measure per product
- Direct access to stock, customer and CRM enquiries
- Configurable grid displays
- Hierarchical product group structure
- Real time credit checking with multi-level overrides
- Flexible pricing, discounting and customer/contract terms
- Facility to hold and release orders
- Quick access to previous orders and quotes
- Sales Order Acknowledgements
- Free text on order and order lines
- Alternatives, surcharges, supersessions and associates
- Customer product codes
- Order attachments (image, spreadsheet, document)
- Line organiser, ability to group lines on order
- Document display, including acknowledgement, pick note, advice note and invoice
- Integral CRM solution
- Kits, including fixed selection or optional additions
- Retrospective linking of back orders to purchase orders
- Ability to add labour charges
- Product image storage and retrieval
- Internet/Intranet access to supplementary information
- Barcode reader integration
- Optional SMS messaging support

Purchasing And Supply Chain

- Manual purchase order entry
- Automatic generation of suggested purchase orders
- Minimum/maximum stock levels per product/branch
- Internal and external demand captured per product/branch
- Forecast method, including seasonality profile
- Review days and frequency per product/branch
- Optional trend factor
- Internal and external demand recorded
- Lead time from supplier or average of last three applied
- Inter-branch replenishment orders
- Visibility of stocking levels at each branch
- Inter-branch orders may be raised from a sales order
- Full stock card history
- Central or branch level processing of purchase requests (requisitions) arising from customer sales
- Approval workflow for orders over a user's spend limit

Warehousing

- Warehouse picking schedule
- Task allocation
- Optional use of Hand Held Devices
- Pick face replenishment
- Immediate or batch picking notes
- Pick confirmation
- Batch & serial number control
- Picking tickets, advice notes
- Consolidated picking notes
- Picking by zone
- Multi-bin stocking
- Cross docking
- Stock Movements between bins

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Delivery Management

- Delivery planning centrally or within branch
- Allocate deliveries to vehicles
- Visibility of available vehicle capacity (weight/volume)
- Optional use of fixed or planned routes
- Optional planning by time slot
- Production of driver manifest
- Drivers delivery planning
- Delivery confirmation
- Optional integration with ePOD (remote delivery)
- Optional view of an individual vehicle location on Google maps

Stock Management

- Maintain central product file
- Maintain branch stock file
- Instantaneous stock valuation
- Average, FIFO and standard cost models
- Alternative product codes
- Alternative suppliers
- Supplier product codes
- Customer product codes
- Customer and supplier consignment stock
- Excess stock monitoring
- Stock categorisation
- Multi-bin location
- Label print
- Product variants
  - Stock and sell variants with different physical attributes to a master product

Stock Checking

- Batch stock checking
- Perpetual inventory control
- Freeze and re-freeze by count sheet
- Rough sheet input
- Classification by movement and/or value
- Input by discrepancy alarms
- Variance reporting
- Security-controlled update of actuals from count
- Optional use of Hand Held Devices

Invoicing

- Immediate or batch invoices
- Consolidated invoicing
- Electronic invoicing
- Single line invoicing for kits

Cargo Control

- Uplifts by weight, volume, percentage or absolute value by supplier/order products and product
  - Fixed or variable exchange rate per uplift
- Contract details
- Ship/importer tracking and recording
- Bill of lading
- Shipment details, including dates

Works Order Processing

- Ad-hoc works order, also back to back against sales order line
- Works order generated from Bill of Material (BoM)
- Multi-stage BoM
- Products and operations within BoM
- Record estimated costs and actual costs
- Partial or full completion of works order
- Optional integration to Configurator

Job Costing

- Job creation from sales order line
- Record estimates against jobs
- Record actual costs and raise back-to-back PO's from Job line
- Record employee time at nominated pay rates (including overtime)

Goods Receipt

- Goods received enquiry
- One, two or three stage receipting
- Alternate product receipting
- Supersessions
- Manual or batch receipting
- Back-to-back release of picking documentation
- Optional integration with eReceipt (Layered Application)
- Purchase returns

Advanced ERP Systems in trade, wholesale, distribution and retail in One solution for your business.

Verify Supplier Invoices (Vsi)

- Matching of receipt to supplier invoice
- Automatic or manual matching
- Variance monitoring
- Currency variations
- Tolerance limits
- Purchase expense order/invoice matching
- Matched invoices automatically posted
- Optional matching of invoices at line level
- Optional matching of order header uplifts against invoice

Business Intelligence

- Data warehouse, updated on a timed frequency
- Workplace views of Data
- Incremental build and snapshot drills available
- Standard two-axis drills provided
  - Sales by product analysis code/branch
  - Sales by customer/salesperson
  - Sales by order category/customer
  - Order intake by branch
  - Purchase commitments
  - Outstanding debt (aged) by branch
- Additional drills may be configured

Key Performance Indicators

- KPI's available for Branch and Company management
  - Sales and margin vs target
  - Percentage of credits vs sales
  - Stock value as a percentage of max stock
  - Percentage of lines understocked/overstocked
  - Percentage non-stock lines in stock
  - Percentage overdue PO lines
  - Overdue & queried debt as a percentage of total

Electronic Data Interchange

- Export data from K8
- Provides support for transformation and import of data
- Includes support for a number of data file formats
  - CSV
  - Fixed width
  - XLS
  - XML

Report Generator - Enquiry Utility

- Point and click wizard
- Simple displays for users
- Wide choice of output
- Permission access control to K8 database

Report Generator - Editor

- Create reports from all K8 modules
- Wizard for producing simple reports
- Flexible user defined layouts
- Screen based and printed output
- Export to Excel and CSV tables
- HTML and XML output
- Optional SMS messaging
- Optional output for letters and documents in KPRINT
- Labels
- Integrated Charts and Graphs
- Optional user table documentation for usability

K8 is an integrated Trading and Business Management solution for distributors, wholesalers, merchants and retailers.

- Trigger reports that activate when "trigger" selections are matched
- Selection criteria and run-time prompts
- Sort sequences, totals and sub-totals
- User defined calculations
- Permission access control to individual reports
- Configurable access times for running reports

Snapshot

A one page snapshot of key branch information and performance indicators with drill down facilities. Summary of orders by current status, and invoiced sales

- Selection by date and type of order
- Optional margin review facility with configurable tolerances
- Visual view of key performance indicators

General Ledger

- Multi-company, mulit-branch and multi-currency
- Financial and Management Hierarchies
- Full drill down capabilities from ledger totals to individual archive documents
- Summary and detailed levels
- Links to source documents
- Manual Journals
- Journal import facilities
- Recurring journals
- Journal apportionment
- Reversing journals
- Intrastat reporting
- Full VAT analysis & Intrastat reporting
- Multi-currency
- Divisional accounting
- Management reporting tools
- Budget creation and import facilities
- Export to spreadsheets

Asset Ledger

- Multiple depreciation methods (straight line, reducing balance)
- Asset Additions, including attachments
- Disposal, with gain/loss accounting
- Merge, split and transfer functions
- Related assets
- Asset mobility between departments or companies

Accounts Receivable

- Comprehensive display functions
- Full drill down capabilities from ledger totals to individual archive documents
- Open item accounts
- Age debtor analysis by invoice and due date
- Text and diary
- Credit account application log
- Credit chase centre
- Generate Call Lists
- Generate credit-chase letters
- Categorise customers for credit purposes
- Optional Integration with select Card payment Service Providers for account payment by credit or debit cards
  - Innervation - SA
- Cash allocation
- Automatic cash allocation
- Multiple account cash posting

- Direct debits via BACS
- Credit Chase centre, record notes and actions
- Document transfers between accounts
- Purchase ledger contras
- Statement production

Cash Book

- Multiple Bank Accounts
- Multi-currency control
- Manual bank reconciliation
- Bank reconciliation via upload of bank statement
- Add and post manual payments
- Integration with select Card payment Service Providers
  - Innervation - SA
- Till reconciliation
- Workflow and audit for petty cash approvals

Accounts Payable

- Comprehensive display functions
- Full drill down capabilities from ledger totals to individual archive documents
- Open item accounts
- Batch input of documents
- Invoice registration and on-line authorisation
- Optional integration for OCR document import with EasyAP (EZAP). (US, UK and SA)
- Factored/Consolidated payments
- Cheque Printing
- Statement reconciliation
- BACS payments
- Document transfers between accounts
- Sales ledger contras
- Remittance print and/or email
- Manual cash payments

Rebates Management

- National, regional or branch specific rebates
- Multiple rebate schedules (annual, promotional, etc.), each with independent start and end dates
- Multi-tier rebate schedules to achieve rebate target levels
- Percentage of purchase cost or fixed value
- Restricted to PO types (customer, stock, both)
- Fixed, or based upon achieving thresholds (including quantity, weight, volume)
- Special Price Agreements (SPA) applied to customer terms or specific order/quotation
- SPA applied to individual products or group
- Retrospective inclusion of qualifying purchases in new rebates

Customer Relationship Management (CRM)

- Maintain multiple contacts per customer/supplier/prospect
- Contacts may be appended to sales orders
- Capture main detail, name, address, role together with user-definable data capture
- Country specific address formatting (UK, Ireland, NL, US, Canada & SA)
- Record notes and tasks against each contact
- View event history for each contact
- Use contact detail within merged letter production
- Create contact lists and export for mailshot purposes
- User-definable fields, with soft tables for capturing marketing and validating detail for customers
- View tasks within integral diary
- Optional export of tasks to MS Outlook

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Document Archiving

- Automatic document archiving of designated document types
- Integrated retrieval facilities within key modules
- Four key indexing, allowing access and search by invoice number, account number, description and short name
- Optional incoming POD scanning, indexing and attachment to associated transaction
- Screen display of document, with optional reprint or output to fax or e-mail
- Variable retention period by document type

Hire Management

- Quotations and Hire orders supported
- Cash handling, including deposits
- Fixed term and open ended hire contracts
- Workshop facilities, with hire asses service schedules
- Attachments, including photographs
- Sell consumables on hire orders
- Asset swap and cross hire facilities

Permissions & Security

- Standard operating system login/password control with additional security layer
- Access assignable to specified modules
- Access within module to designated companies or branches
- Access defined by user role with override available for individual user

Timed Operations

- Automatic security backup to removable media
- Automatic scheduler to run batch jobs at specified times and dates
- Scheduling by hour, day, week and month
- Exception reports may be scheduled
- Full audit and logging of jobs
- Runs automatically - no need for user intervention
- Production of user specified, batch processed reports to spooler, e-Mail or SMS (with Email/SMS services installed)

Please note that, as K8 is a highly configurable solution, some options may be mutually exclusive i.e. certain features may be disabled where others are not in use.

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About Kerridge Commercial Systems (KCS)

We provide specialist software, services and support to deliver fully integrated trading and business management solutions to distributive trades customers, large and small – wherever they are in the world. Immersed in the distributive trades for over 40 years, our technical experts are thought leaders in trading and management technology, and our innovative and flexible approach ensures our customers partner with us for the long-term.

Our mission is simple: to design and deliver high performance, integrated ERP solutions that enable our distributive trade customers to source effectively, stock efficiently, sell profitably and service competitively.

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