

ExpenseManager

by Star | System | Solutions



- Employee expense processing
- Multilevel approvals
- Multicurrency
- Integrates with accounts payable, general ledger and/or payroll
- Automated business rules
- Strong financial control
- Web enabled
- Departmental distribution of expenses



ExpenseManager

...fully automates the process of employee expenses end to end, including initial data capture, approval process and reimbursement to the employee.

Accounts Payable and Payroll Integration

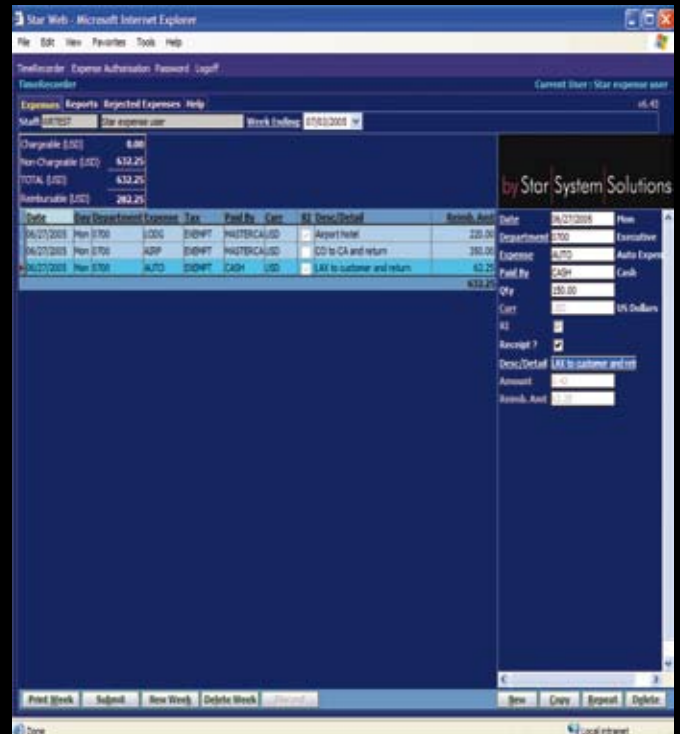
Reimbursement of employees can be processed automatically through Accounts Payable, or transferred directly to your Payroll for inclusion with your employees' pays. Full disbursement of costs to the General Ledger is supported, as is automatic percentage breakdowns across departments if applicable.

Web Enabled

Expenses can be input via the Web, or via an offline client when a web connection is not available. Employees can view a full history of all their expenses and managers can view and approve expenses over the web. Notification of rejected expenses can be communicated via email. Expense Manager enables employees to make corrections and resubmit easily in an efficient manner.

Multilevel Approvals

Approvals can be defined at both managerial and departmental levels, or based on other criteria that match your organization's structure and controls. Approval rules allow for the pre-approval of minor expenses that fit within policy guidelines. Approvals can be completed over the web for fast and efficient turnaround.



Corporate Credit Cards

Improve the management of your corporate credit cards by using Expense Manager. Each employee can fully cost all expenses they incur on the corporate credit card saving substantial administrative time chasing details of charges and introducing personal responsibility for all expenditure.

Automated Business Rules

Different expense categories can have their own business rules. Predefined mileage and per diem rates can be setup to ensure employees are claiming the appropriate amounts. Different rules can be established and applied either universally across the board, or down to departmental or even individual employee levels.

Multicurrency

If your employees incur expenses in foreign currency, Star's Expense Manager is the answer for you. It has unlimited currencies and the flexibility to manage exchange rates on either a daily or periodic basis. Override of the exchange rates by employees is a configurable option and is used in conjunction with personal credit cards, so that their reimbursement can exactly match their credit card charge. The exchange rates can be independently set within Expense Manager's administration module, or fully integrated with your host accounting systems exchange rates.

Strong Financial Controls

Expense Manager can improve your financial controls in the critical area of employee expenses. Exceptions can be set so that unusual expenses are highlighted and brought to the attention of authorized staff. A full audit trail of all expenses is maintained, even for previous financial years, providing appropriate record keeping as well as allowing trend analysis to assist with identifying over expenditures.

Employee Expense Management

Expense Manager by Star provides a powerful yet easy to use expense processing system, to streamline your operations and introduce strong financial controls over this critical aspect for most organizations.



Pressley Ridge

For more than 170 years, Pressley Ridge has been helping troubled children find joy in life, become healthy and productive and find a place in society where they can be a success. Pressley Ridge help more than 4,000 children and families annually through education, treatment foster care, residential treatment and community based services in seven states ,Washington, D.C. and internationally.

"Initially, Star's Expense Manager was rolled out to employees from several states. It proved to be such a success with employees that it is now deployed to all staff to control expenses for more than 1,200 people."

Theresa Mcheny
Accounting Coordinator

Webroot Software

Webroot Software Inc. is a privately held company based in Boulder, Colorado. They create innovative privacy, performance and protection products, and provide services for millions of customers around the world.

Founded in 1997, the company provides best-of-breed anti-spyware solutions that protect personal information and corporate assets from online and internal threats. Webroot consistently receives top ratings and recommendations by respected third-party media and product reviewers.

"We purchased Star's Expense Manager as part of our drive to increase efficiency throughout our organization. We have great confidence in the product"

Jeff Dekker,
Webroot Controller

Star System Solutions. Pty Ltd.

Asia Pacific: +61 (0)3 8415 8315

North America: +1 416 805 9175

Email: sales@starsystemsolutions.com

Web: www.starsystemsolutions.com

Star | System | Solutions

This document is for informational purposes only and subject to change without notice. Star System Solutions make no warranties, expressed or implied in this document. The contents of this document are believed to be current and accurate as of its date of publication. Companies, names and/or data used in screens are fictitious. Images used are not representatives of the organizations mentioned herein. Printed October 2005

