

Synthesis Software; Company Profile

About Synthesis

History & Objectives: Synthesis Software Ltd was founded in 1989; we are a Cyprus based Information Technology Company and our primary objective is to provide sophisticated business solutions to a selected group of companies.

Management & Staff: The management and staff of Synthesis have the academic background, the expertise, the willingness and enthusiasm to handle challenging projects with the highest possible rate of success.

Innovation: The combination of gained experience and continual self-improvement allow us to persist in innovative developments and enhancements of our existing systems despite the increased competition and the difficulties of the local market.

Commitment: Over the years, we have proved ourselves as one of the most professional and reliable companies. We are committed to our customers who rely greatly on our systems and experienced teams.

In Brief:

- From small businesses to large multi-lateral corporations, we provide the tools to fully computerise and strengthen the foundation of your organisation.
- Here at Synthesis, we are investing heavily on our systems and people for the benefit of our customers. We are proud for both of them but mainly we are proud of our customers who are using our systems at their full potential.
- It is in our best interest to fully understand customers business requirements and always offer the appropriate solution to their specific needs.
- Our customers covered by our maintenance agreement have direct access to the latest version of our software.
- First class products and subsequent support is our primary objective, aiming to provide accuracy and high quality in development and support services.
- We value each of our customers and their satisfaction is our motivation for keeping the same quality and professional standards over the years.

What do we offer

ERP products and Services: Synthesis is in a position of providing a full range of products and services towards information systems management covering a variety of business sectors including accounting, insurance, trading, construction and manufacturing.

Knowledge: We constantly improve our systems by taking into consideration the needs of the local and international market and the special requirements of our existing and potential customers.

Implementation as per your needs: The purchase of a software is just the beginning. Here at Synthesis, we make sure that we understand your needs and ensure that your implementation and training are done in the most effective way.

Training and continuous improvement: General purpose training sessions/seminars are organized periodically for our customers demonstrating new enhancements and at the same time emphasizing existing options ignored or misused. We also organize seminars covering our clients' specific requests.

Professional Development & Support

Professional & Quick Development: Considering that software development is generally a time-consuming and an expensive procedure, we decided to develop our systems using professional tools and standards in a way to speed up the production and minimize errors. For that reason we are almost independent from any third parties applications which may jeopardise the uniformity and consistency of our systems.

Organised & immediate support: Our experience, our organized systems and our way of working are the ingredients of the professional support we offer. By using electronic registered libraries of solutions and by keeping history records of all our calls, visits and notes, we can figure out the solution or propose an alternative as quickly and accurately as possible.

SynPlus ERP Systems - Main Characteristics

Fully Integrated modules

Complete range of standard ERP systems: Our company offers a range of fully integrated systems developed and implemented in a scalable way to meet the current and future requirements of any local or multinational company. It consists of traditional Financial Systems, Payroll, Inventory/Stock Control, Purchase Orders, Purchasing, Sale Orders, Invoicing, Point Of Sales and Statistical Analysis.

Industry Specific software: Furthermore, our company has designed and developed industry specific solutions such as: Insurance (general business), Crushing/Asphalt/Batching Plant, Workshop, Plant Costing and Job Costing. These applications are fully integrated with the core of our systems, in order to satisfy the needs of our clients.

Automated processes/security: More sophisticated processes including automated intercompany transactions, scheduled processes and data synchronization across databases, import/export of data and log files analysis will increase user performance and avoid duplication of work.

In Brief:

- Our SynPlus systems provide extensive features and incorporate powerful functionality, while monitoring a high degree of user friendliness.
- Everything works better when everything works together. Skip from one window to another with a click of a button. Drill down until you reach the originating document input by the users or electronically imported.
- Locate your records using a multitude of enquiries based on your own selection criteria and sort them the way you want.
- Provided that adequate training is given, your administrator may change the way each and every window looks (labels, micro help, etc) and implement extra conditions regarding each column's behaviour.
- Go paperless by using all available system tools to register notes, events and attach digital documents (agreements, signatures, pictures, etc) to all entities and transactions of the system.
- Help yourself by implementing actions to be taken and setting up reminders.

Powerful, flexible

Information on the tips of your fingers: The foundations of modern organisations are largely based on their business software. With SynPlus systems, you have the information readily available at the tip of your fingers thus enabling you to take crucial and important decisions quickly.

Reliable and proven technology: Initially developed in 2000, our system has been since greatly enhanced and improved. We are currently using reliable and proven technology in both development and database management.

Flexible/Shareable: SynPlus systems are designed to be fully parameterized allowing a high level of flexibility. Data can be exported in various files formats and imported using pre-defined file layouts.

Report Writer for existing and new reports/enquiries: All standard reports and enquiries can be adjusted by your company's administrator or even duplicated and incorporated back into the system thus producing reports that suit your company's exact requirements.

User-friendly

User-friendly: The system's easy-to-use interface not only allows instant access to any part of the application, but also gives you a clear picture on clean and consistent data.

Logically structured menus: User defined menus at any level of your organisation's hierarchy that ensures satisfaction in operational requirements and at the same time offering easy and time efficient access.

Colours for programmes' personalisation: Distinguish your programmes by changing assigned colours and modifying the properties (fonts, sizes, etc) of each object present.

Graphs: Graphs are available almost everywhere in the system. Graphs showing your accounts' performance by month, your items' sales by salesman/year, your plants' expenses by expense type/year are some examples of our system's capabilities.

SynPlus Accounting, Financials & Fixed Assets

SynPlus Financial Management & Accounting is a complete and reliable financial solution for all types of business and organisations. It integrates the functions of the nominal ledger, accounts receivable, accounts payable, cash books and fixed assets (optional) all into one system.

It is designed in a way to facilitate and speed up the end users' operations by automating manual processes and enhancing accounting and financial management reporting. It incorporates all major procedures needed to be always in touch with your banks, customers, suppliers and governmental institutions.

It is completely integrated with other SynPlus & third party software providing seamless flow of information across modules that can be audited and checked on the spot with a click of a button. It is undeniably a very powerful tool in the hands of financial and power users by improving data clarity through custom enquiries and sophisticated management/analytical reporting.

Benefits:

- Speed up the implementation process by using pre-existing chart of accounts, document definitions and reports created to satisfy several business environments.
- Flexible setup allowing you to get quick results by using the system as little as you want or as much as your company can handle.
- Control the access to your accounts, documents and balances based on users' duties, involvement and position within the company.
- Get full clarity and control of your data by arriving at the source of the input; drill down to the origin of each accounting transaction from any available enquiry and/or report.
- Streamline your business through a seamless integration of your Accounting with your SynPlus Inventory, SOP, POP, Job Costing, Payroll, Insurance, Workshop, Crushing/Asphalt/Batching and Plant Costing modules.
- Have a consistent picture of your assets by doing the work once. The rest comes automatically and you know that is correct.

Accounting & Financial Management

- Multi-dimensional accounting including debtors, creditors and contacts
- Cost Centres / Project accounting with quantities and values
- Budget and Forecast based on custom setup
- Consolidation of companies through management reporting or by transferring summarised/detailed data
- Multi-currency system with automatic generation of realised/unrealised gain or loss transactions
- Transaction templates, duplicate documents, reverse entries, VAT auto calculation
- Re-distribution of costs/expenses based on user defined rules
- Automatic generation of Intercompany transactions as per defined rules and structure
- Bank reconciliation using downloaded bank files
- Auto generation of supplier cheques, remittances and bank direct debits
- Interest provisional calculation with automatic capitalisation
- Debit advices and documents under factoring send to the bank; Automatic creation of receipts from successful replies
- Statements/Reports including outstanding documents or even documents from other SynPlus systems not yet interfaced
- Custom defined analysis at document and transaction lines level with parameterised accounts restrictions
- Salesmen commission released upon allocation of receipts against invoices due; Batch auto-allocation of receipts
- User defined management reports with up to 24 columns and unlimited lines using cellular expressions for colours, fonts & sizes
- VAT reports, VIES files complying with tax regulations
- Appointments, visits, notes & timesheets against accounts & contacts
- Events, reminders & attachments against accounts, documents & visits

Fixed Asset Register

- Flexible multiple groupings (categories, departments, locations, etc)
- Accounting and Tax (Wear & Tear) depreciation calculated on a month by month, yearly basis, manually input or calculated based on asset's operation hours
- Seamless both ways interface with accounting (purchase/sale of assets, calculated depreciation), stock and plant modules
- Depreciation, valuation reports for current and past periods

SynPlus on Cloud (SaaS)

Synthesis is an established software developer and vendor with systems running for many years by a multitude of large, medium and small companies engaged in a wide range of activities (wholesale, retailing, constructions, insurance, accounting, services, etc).

Acting as an Independent Software Vendor (ISV), we now offer "Software (or SynPlus) As A Service" (SaaS) platforms running on the "Cloud" under a multitenant environment.

Our "SaaS" option is offered to potential clients who do not want to purchase the application but they want to use it as a service. The access of the programs is done through the internet. We can even host companies starting with as little as a single user license.

Our company uses the "Platform as a Service" (PaaS) model of well known providers. "PaaS" is a cloud model in which providers deliver applications over the Internet and host users' hardware and software on their infrastructure.

Benefits:

- Reduce your cost significantly in terms of hardware, software and energy consumption.
- Quick access to your account from anywhere and anytime by simply going online. No requirement of servers and software installations; just sign up from any device using the web browser you like.
- We provide the security of your data because we are using the cloud facilities of big and professional organisations.
- We maintain the same user friendly interface and give the same facilities as we do with our client/server applications.
- Avoid purchasing the system and use the system as long as you need it by paying an annual fee for each concurrent user.
- Keep your documents, attachments and inventory pictures on the cloud.
- Fast printing using any of your local printers.

There is a general feeling that data kept on the cloud is not safe and therefore may be lost or stolen. We appreciate our clients (or prospect clients) concerns but we guarantee that unless you spend a lot of money and effort securing your data locally, your company is more vulnerable to attacks than when on the cloud. However, like other technology solutions, "SaaS" may not be suitable for your organisation. It is important to thoroughly research the options on an individual basis before implementing any solutions

Having said all the above, there are actually a lot of benefits when running your applications on the cloud. These are briefly described at the left hand side of this page. We have to point out although the ones we consider really important and worth mentioning.

- Takes care of disaster recovery. If some form of disaster should strike your business premises, you can get back up and running relatively easily from any location with internet-connected computers.
- Pay as you go without capital expenditure.
- Expand your setup when you need it.
- Improve your work-life balance by being able to work from anywhere and anytime.
- Always have the latest version as we upgrade the solution and it becomes immediately available to our customers
- Share documents and data with other company users.
- Avoid multiple installations (due to connection costs or any other issues) and avoid transferring data between those setups.
- No extra costs to setup clients' programs and access rights when a new computer is purchased (upgraded, stolen or lost). Connect to the internet and go.
- Be environmentally friendly by using a multitenant setup where the computer uses the maximum of its resources.

SynPlus Sale/Purchase Order Processing & Stock Control

SynPlus Sale/Purchase Order Processing & Stock Control is a complete, powerful and reliable system that incorporates all the major functions needed to satisfy the majority of today's inventory, sales and ordering requirements.

In the competitive world we live today, it is unquestionably the right tool for your organisation by giving you a clear and consistent picture of your data thus helping you improve your inventory management, sales capabilities and ordering procedures.

The flow of information represented by different documents can be followed up across all modules with a click of a button. Through a proper use of our system, the decision making process is greatly facilitated. This is achieved by implementing rules and actions against each document and by giving to the users authorised access to statistical, past and forward information related to accounts, items, sales, purchases or anything that seems to be necessary to improve and speed up their performance.

Benefits:

- Take complete control of your inventory management, sales & purchasing operations by using powerful existing and user defined enquiries/reports / graphs.
- Configure your inventory's workflow by defining custom documents and by taking related actions before finalising.
- Setup flexible pricing/discount structure allowing your system to suggest and authorised users to overwrite.
- Place your purchase orders directly from your system using custom suggestion rules. We all know what overstocking will do to your business.
- Streamline your business through a seamless integration of your Stock Control with your SynPlus Accounting, Job Costing, Workshop, Crushing/ Asphalt/Batching and Plant Costing modules .
- Reduce work load by importing supplier prices and discounts directly from files.

Stock Control and Inventory Management

- Items/Services with many standard and unlimited user defined groupings for classification and reporting purposes
- Attributes used to describe items' characteristics, synonyms with search capabilities and items' related events
- Multiple barcodes on each item and separate barcode on every item/size relation (items with sizes)
- Consignment/Batch/Expiry-dated items with tracking control
- Serialised items (electrical, electronic devices) with related repairs and services provided
- Items recipes/sets for production/consumption control
- Average costing at location level and document specific costing for bonded warehouses
- Costing of goods based on amount, volume, weight and tariffs
- Stock take, Sales/Receipts automated procedures through Hand Held Terminals (HHT)
- Auto generation of over-sales and stock devaluation adjustments
- Events, reminders & attachments against items & documents

Sale Order Processing, Invoicing

- Up to six item prices at item level and many more on user defined price lists with/without starting/expiry dates
- Quantity Discounts defined at any required level
- User defined customer credit and overdue invoices control
- Point of Sales (POS) and Hand Held Terminals (HHT) module
- Loyalty Card Members scheme
- Auto generation of store to store demand notes based on either static or dynamic selection criteria
- Budget control, Statistical Analysis and Performance Credit Notes

Purchase Order Processing, Purchases

- Supplier prices and discount agreements; History of supplier prices for enhance purchasing control
- Auto generation of Purchase Orders based on either static or dynamic selection criteria
- Custom rules for each and every step of the supply chain
- Goods In Transit, Direct Shipments, Direct Issue Vouchers

SynPlus Job Costing; Crushing/Asphalt/Batching Plant

SynPlus Job Costing is an invaluable asset for any business's cost and project management needs. The system is mainly a set of relationships between contracts, activities and cost elements with throughput/production, budgets, selling prices and associated expenses. Job Costing related transactions are interfaced from documents such as labour time-sheets, plant timesheets, materials issues or from any other memo integrated functions available in all modules.

It became the basic tool for major construction and development companies due to its usefulness, its accuracy and time efficiency by avoiding duplication of input and maintaining complete audit trail.

- Single/Multi company or stand alone operation
- Predefined contract/activity/cost element structural templates
- Copy and create a new contract structure from an existing one
- Automatic creation of contract/activity/cost element relationships as per given authorities; Import budgets/selling prices from text files
- Import Job Costing transactions from other Synplus modules (accounting, payroll, inventory, plant, etc) and external files from third party systems
- Budgets (cost/selling) entered manually or imported from files
- Reports are produced including transactions from other modules not yet interfaced and still outstanding in the originating module
- Powerful enquiries/reports providing full audit trail
- Contract/Project/Activity statements with projection figures by applying implemented 'forecast' and 'learning curve' rules
- Transactions analysis reports and graphs

Job Costing Benefits:

- Full control over your expenses and immediate comparison with defined budgets.
- Maintenance of Quantities Survivors' certified productions for more precise forecast results.
- On time and accurate results with full audit trail for all interfaced documents.
- Receives data from all modules thus avoiding duplication of work.

Crushing/Asphalt/Batching Benefits:

- User friendly with straight forward processes easily comprehended by any person with minimum knowledge on how these plants operate.
- Immediate results regarding the production and the income from your operations.
- Full control of your stock control raw materials when using finish goods recipes.

SynPlus Crushing/Asphalt/Batching (CBA) Plant is a system designed to assist the daily operations related to the production and delivery of crushed raw materials (gravel, sand) or finished goods (asphalt, concrete). It can either function independently or as part of our ERP system linked to our accounting, stock control and job costing modules.

The system provides sophisticated enquiries, reports, statistics and graphs allowing better control over your data and therefore streamlining your daily and periodical tasks.

- Register of vehicles and their unladen weight; Register of contracts under owners/customers; Register of projects under customers
- User defined pricelists at item, customer and/or project level
- Sale Orders used for recurring or ad hoc operation
- Waybills issued against sale orders or registered directly against customers and/or contracts
- Ad hoc or batch creation of invoices by summarising all customers' waybills entered within a range of dates; Auto charge of defined services
- Remote locations' waybills/invoices electronically imported
- Accounting is directly updated from customer invoices and contract waybills which may also be received from the Job Costing; Delivered goods may also create Stock Control issue documents subtracting recipes' raw materials (asphalt/concrete products)
- Sophisticated enquiries, and statistical production/sales reports
- Production and Income analysis and graphs

SynPlus Workshop/Garage/Maintenance and Plant Costing

SynPlus Workshop/Garage/Maintenance module is a great tool for any business that wants to keep track over the repairs performed and the maintenance schedule of plants, vehicles, projects, equipments or any kind of installation owned by the company or its clients.

Powerful program that eliminates any hassle arising from plant/vehicles/equipments service related issues and gives at the same time a clear picture thus allowing a much better control over either own or clients' equipments.

- Multi-workshop with user defined access restrictions
- System can be used as a workshop for repairing and servicing plants/equipments or maintaining installations under service agreements
- Service or repair work orders created manually or automatically as per defined parameters
- Automated or ad-hoc creation of Service work orders that initiate the requisition process for the supply of spare parts, as per defined service plans, from either company's internal stores or external suppliers
- Maintenance agreements at installation or at equipment level
- Bidirectional interface with SynPlus Stock Control and Payroll systems
- Register, schedule and complete technician visits
- Batch or ad-hoc completion or work/repair orders with automatic updating of SynPlus Accounting, Job and Plant Costing (where implemented)
- Full history of plant/equipment services, repairs and readings
- Powerful standard or user defined enquiries

Workshop/Garage Benefits :

- Full control over your equipment/vehicles enabling you to spot the costly ones.
- Full audit trail of all documents interfaced from/to any other SynPlus module .
- Reduce manual input to the minimum by automatically creating work/repair orders, requisition documents and by avoiding duplication of timesheets and store issues .
- Reduce your work load and increase productivity by linking your Workshop/Garage/Maintenance system to all the related systems.

Plant Costing Benefits :

- Clear and consistent picture of your plants based on their income and expenses.
- Control fuel consumption by comparing it to hours worked under given projects.
- Calculate your rates as often as required as per economical fluctuations.
- Auto creation of debit notes and subsequent updating of our SynPlus Accounting and Job Costing modules.

SynPlus Plant Costing module can be described as an industry specific application, which can be implemented to companies owning or managing any number of plants working for either their projects or any external client. .

Plant Costing is characterised by accuracy and flexibility since it gives the possibility to control income and expenses as per defined expense categories and income charging rates or even do so as per plant sub-rates.

- Maintenance of Company's and clients' plants with all necessary static and dynamic information; possibility of assemblies
- Register plant physical movement and owner project (if any)
- Plant charging rates calculated using our Excel style formulas; values can be selected from an abundance of user defined variables and plant/group of plants and owners columns
- Plant estimate rates and market value calculated using the same process
- Contracts/Projects owned by the company or its clients; possibility to define special charging rates for each and every project or group of projects
- Plant income can be either registered manually, imported from external devices/files or auto calculated as per defined formulas based on contract allocation, meter reading or even vehicle consumption
- Plant expenses are automatically interfaced from our SynPlus Workshop and Stock Control systems or manually registered by the users
- Auto calculation of owning cost and depreciation expense
- Powerful standard or user defined enquiries
- Invoices, debit notes, plant/contract statements, income/expense comparison analysis reports and graphs

SynPlus Accounting for Provident Funds

SynPlus Accounting is a complete and reliable accounting software used by major companies in Cyprus and abroad. We have tailored it down to completely satisfy the needs of Provident Fund organisations with accurate follow up of all members' accounts (Fund A, Fund B, Loans, etc). By implementing our system, your organisation will always have an up to date and exact picture of the fund and at the same time, it will eliminate charges for extra services offered by external accountants.

It is designed in a way to facilitate and speed up the end users' operations by automating manual processes and enhancing accounting and financial management reporting.

It is completely integrated with SynPay Payroll system and it can import accounts and transactions from text files created by any third party software provided that this is agreed in advance.

It covers practically all the characteristics that a company looks for, in a Provident Fund Accounting Software

Benefits:

- Accounts Breakdown for the allocation of Special Account amount (Income - Expenses) to A&B accounts
- Provident Fund Loans interest calculation and capitalisation.
- Easy-to-use system that gives you a clear picture on clean and consistent data.
- Simple, straightforward without any real effort.
- Easy to read reports showing outstanding balance of A&B funds, Interest assigned on loans and statement of account displaying movement of A&B account. Ability to produce reports that suit your company's exact requirements.


Accounting for Provident Funds

- Part of our multi-dimensional accounting including debtors (Employee Loan accounts), creditors (Employee A&B Fund accounts) and contacts.
- Keep track on income and expenses of your provident fund.
- Employees can be created or updated automatically provided you are using our SynPay Payroll system. Employees from other vendor payroll system can also be updated using a pre-defined file layout.
- Accounts' Breakdown for the allocation of Special Accounts' amounts (Income - Expenses) to A&B accounts based on various options like 'Account Balances', 'Year B/ Forward Balances', 'Given Percentages' etc.
- Direct import of provident fund and loan amounts from our SynPay Payroll system or any other system using a pre-defined text file layout.
- Interest provisional calculation and automatic capitalisation of interest usually applied to employees' loans.
- Up to date specialised statements/reports for employee loans and A&B provident fund accounts that might include outstanding documents. E-mail them directly to members.
- Standard Accounting Reports (Trial Balance, Account Balances/Movement, Account Statements) to support internal and external audit procedures. These reports can be e-mailed directly from our system.
- Speed up the implementation process by using pre-existing chart of accounts, document definitions and reports created.
- Get full clarity and control of your data by arriving at the source of the input; drill down to the origin of each accounting transaction from any available enquiry and/or report.
- Events, reminders & attachments against accounts and transactions.

SynPlus Insurer System

SynPlus Insurer system is built to be flexible, giving you, the Insurance Company, ultimate control. Your clients are better served with quick access to your products and up-to date accurate information.

The System integrates policy and claim administration, accounting and management reporting. With its integrated processing features and advanced client-server technology, it is the ultimate solution to administer your business with flexibility and control.

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- Insurance products are implemented based on the company's needs, in a dynamic way that requires no actual hard coding, using facilities to provide the structure, rating and underwriting rules upon which policies and claims are based.
 - Functions have been included to support the specific requirements of insurance general business, such as Motor, Property, Misc. Accident, Marine, Liability, Engineering, Cargo, etc.
 - Complete set of policy business transaction is supported according to the structure of each product. This includes quotations, new business, mid term adjustments, renewals (batch and per policy), declaration adjustments and cancellations.
 - The details of all entities involved in the system transactions are maintained by the system. Such entities are clients, agents, drivers, reinsurers, etc.



Benefits :

- Use the many options of the product build procedure to bring Insurance products to your exact requirements.
- Make use of the provided claim settlement statistics and premium analysis reports to help you analyse the performance and profitability of your Insurance Products.
- Filling the maximum amount of information will prove to be very useful for your future needs.
- Allow you agents to remote access the quotation process to have an instant and accurate view of all the risk under actual and temporary cover.
- Full-delegated authority claims processing service with fully integrated links to the Accounts component for claims payments, recoveries and cheque production
- Define user limits and make use of the approval mechanism for out-of-limit requests.
- The Entities component can be used as a pivotal point, since policies, accounts and claims associated with the entity, can be accessed with a click of a button.
- The Claims component supports the needs of claims departments for both insurance companies and issuing agents.
- Claims are recorded against a valid policy picture, matched against the correct view of the policy, making automatic use of policy historical archive where needed.
- Payment and recovery details are processed and recorded individually to support the accurate reporting of claims and underwriting statistics.
- Various levels of authorisation can be set against the claims handling officers, to control the creation and issue of claim payment requests.
- Reinsurance treaties are used to define the reinsurance agreement for different insurable risks.
- The reinsurance component supports Quota Share, Surplus and Facultative proportional arrangements to be processed at risk level, as well as Excess Of Loss schemes.
- Reinsurance recoveries are automatically logged during claims processing.
- Extensive set of standard reports, which can be accessed from the system menu or directly from the related processing window. All existing standard reports may be modified by the user and automatically incorporated back into the system.
- Report generator is the tool where you can create easily any extra and/or modified reports, policy schedules, certificates, and cover notes in-house.
- Access to the system is secured - Each user can be restricted to the sections of the system he/she is allowed to use.
- Additionally restrictions assigned to each user allow access to specific records/entities.

SynPlus Insurance Agency System

SynPlus Insurance Agency is a complete, sophisticated and user friendly insurance agency management system. Built to be flexible, it will undoubtedly satisfy your company's growth alongside your current and future requirements. At any moment, from wherever you are within the system, you can reach any information with a click of a button. You can better serve and satisfy your clients by accessing quickly their accounts and policies which are always accurate and up-to date.

The system integrates insurance companies, agents, products, policies, claims administration, accounting and management reporting. With its integrated processing features and advanced client-server technology, it is the ultimate solution to administer your business.

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- Complete picture of Insurance Companies, Reinsurers, Agents and Clients is maintained by the system. Furthermore commissions paid either by the Insurance Companies or to our Sub-Agents are maintained at product level.
 - Flexible setup of multiple Products under multiple Insurance Companies with extensive parameterization, including items allowed and accounting interfaces for each type of transaction.
 - Complete set of policy business multicurrency transactions is supported according to the structure of each product, insurance company, client and agent. This includes new business, endorsements.

Benefits :

- Take complete control of the system by defining your Insurance companies / products relations to meet your exact requirements.
- Take advantage of the facilities provided to analyse the performance and profitability of your company.
- Register any type of event including files and document attachments.
- Filling the maximum amount of information will be very useful for your current and future statistical and archiving needs.
- Flexible setup allowing you to get quick results by using the system as little as you want or as much as your company can handle.
- Locate your records using a multitude of enquiries based on your own selection criteria and sort them the way you want.
- Use the system as a tool and not simply as a register.
- Customization of Rich Text Wordings and Clauses on Policies.
- Enquire and/or drill down to customers', agents', insurance companies' related policies (or any other associated entity such as claims and clients) with a click of a button. User defined enquiries are available under each main entity's window.
- Claims are recorded against valid policy pictures along with all their related information (documents, pictures, claimant, third party, legal, etc).
- Policy Reinsurances may be registered if your organisation handles directly its own reinsurances.
- As per our systems' standards, events (attachments, actions, events, etc) can be registered under policies, clients and all other entities mentioned above.
- Flexible Accounting Interface templates to update your Clients, Agents, Reinsurers and Insurance Companies accounts. Memo accounting may be maintained for sub-agents unable to handle their own accounting.
- An extensive set of standard reports is available. These can be accessed through the menu or directly from their related processing windows. As per our standards, all existing reports may be exported, modified or duplicated by the user and incorporated back into the system. This includes policy schedules, endorsements and cover notes. Please note that the user should have extensive experience in report writing.
- As per SynPlus system standards, access to the system is secured. Each user can be restricted to the sections of the system he/she is allowed to access and furthermore to the modifications he/she is allowed to perform.

SynPlus Payroll, Human Resource and Time & Attendance

SynPlus Payroll, HR and Time & Attendance is a state of the art payroll solution with a touch of human resource management and time & attendance sub-module, suitable for any type of business. It offers a flexible and comprehensive solution that organises, integrates and simplifies complex business operations.

The multitude of parameters and processes incorporated into the system enable your administrator to setup the operational environment as per your company's structure and needs.

One of the main advantages is that the system is simple, straightforward and the payroll is issued without any real effort. Once the periodical data related to time & attendance (if in use) is input/imported, the payroll is then calculated in seconds by running a single process.

Payroll System

- User defined earnings, deductions & contributions using Excel like formulas with columns and computed fields selected from almost all payroll tables.
- User defined input formats, help narratives, validation rules and messages.
- Multiple of parameters, restrictions to financial/historical records.
- Monthly and/or Weekly paid employees defined under multiple payment categories and employment agreements.
- Numerous employee data including basic information, user defined codes, leave entitlement, permits numbers and dates, bank details, comments, digital attachments and events.
- Current/past years payroll maintained under the same database.
- Keep history of changes in employees and parameter data.
- Automatic calculation of salary increases and arrears due as per defined rules and agreements.
- Auto calculation of leave and extra salary settlement amounts.
- Batch acceptance of periodical entries, effortless payroll calculation and creation of log file containing employees' income tax calculation sequence.
- Printing payroll payslips and reports as per standard or customised layouts.
- Creation of Bank money transfer file and printing of cheques.
- Electronic media to Social Insurance and Income tax authorities.

Human Resource Management

- Employee permits with starting and expiry dates; picture, contact, spouse & previous employer information.
- Extended annual leave information facilitated by defined timetables and controlled by implemented annual/sick leave entitlement rules.
- Education, Skills, Seminars and Appraisals register.
- Expenses and Travel history register.

Time & Attendance

- Maintenance of timesheets against contracts, activities, jobs and projects.
- Input of timesheets through manual or batch input.
- Import timesheets from 'Hand Held Terminals' (HHT) or any other application that produces entries as per agreed layout.
- Costing method option; the payroll entries are automatically created/updated from the timesheet inputs and upon payroll calculation the cost is distributed to the originating entries.
- Allocation method option; the payroll is first calculated (based on the total units communicated) and when the timesheets are entered, the system automatically distributes the payroll cost.

Benefits:

- Maintain full control of your employees' information; Take advantage of the accurate and reliable processing and reporting.
- Get complete picture of your company's figures with a click of a button. See individual employees' data including current and historical information from the same screen.
- Maintain correctly your employees' leave register using the facilities provided by the system; let the system do the rest.
- Monitor your company's costs through your Time & Attendance sub-module. During these difficult times, monitoring the costs is probably your primary task towards company's profitability.
- Streamline your business through a seamless integration of your Payroll with your SynPlus Accounting, Job Costing, Workshop and Plant Costing modules.
- Automate your Provident Fund with immediate update of your accounts and through batch update of your Fund A, Fund B and loans accounts.