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- The Project Module is used to manage hours, projects and project accounts. The Project Module can be used on its own, but is integrated with the Ledger, Debtor, Creditor, Purchase and Stock modules. In the Project Module, the user can enter budgets and actual figures for hours, costs, materials, and revenues.

Project Module

Budget/Actual

Revenues are the invoicing basis for projects, which were agreed at a fixed price. The budgets calculated can be stored with the actual transactions for cost analysis and cost calculation.

Budgets in the Project Module can be transferred as transactions to the Ledger Module. Materials budgets can be included in the stock item requirement calculation.

Project/Section/Activity

Even in long and complex projects it is possible to see immediately where a budget has been exceeded. This is due to the structure of the projects that divide individual projects into any number of sections, which in turn can be divided into any number of activities.

This means, for example, that the project of constructing a building can be divided into drawing, calculating, building, etc. The drawing section again can be divided into several activities that together make up the drawing.

Employee Capacity

Every employee is linked to a calendar. Budgeting or planning of available employee hours is based on the employee capacity shown in this calendar. The capacity can be displayed graphically. A Gantt diagram can be used for planning purposes. The employee administration functions include a mileage



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account in which the mileage covered can be transferred to projects. There are also functions available for managing the flextime hours for individual employees.

Data Entry

Project transactions are entered in worksheets, and the data already entered can be printed before the project data is updated. Alternatively, data can be created in special screen displays for individual transaction types (costs, revenue, materials and hours).

Hour Registration

There are different screen displays available for managing data relating to hours, costs, materials and revenue. This enables employees to enter their own hours, orders, etc. Alternatively, this information can be entered centrally for all employees. The Project Module offers different screen displays designed for each of these purposes.

Transactions from the Ledger Module "Transactions for Projects" can be created using the worksheet in the Ledger Module. The transactions are then either accounted or immediately activated, but only entered once into the system. Transactions relating to the materials consumption can be created directly in the Purchase Module. The relevant stock items then can be withdrawn automatically for a project as soon as the order is received. Alternatively, the user can register a delivery note in the same way that a transaction is registered in the Sales Order Module. A stock item summary provides a full overview of the

ordered stock items that can be made available to a project.

Capitalization / Accounting

Transactions in the Ledger Module are either created directly in the Ledger Module or cash worksheet, or via jobs executed by the user. These transactions will be created after invoicing has taken place. In each case, accounting (setting up of ledger accounts for sales, costs, etc.) is based on a project group or cost type. The user can choose whether a project to be entered should be evaluated on the basis of its links with project groups (e.g. projects at home/abroad) or its cost type (e.g. sales by type). In general, the second option will provide a more detailed result and the Ledger Module will show how sales have been distributed across cost types.

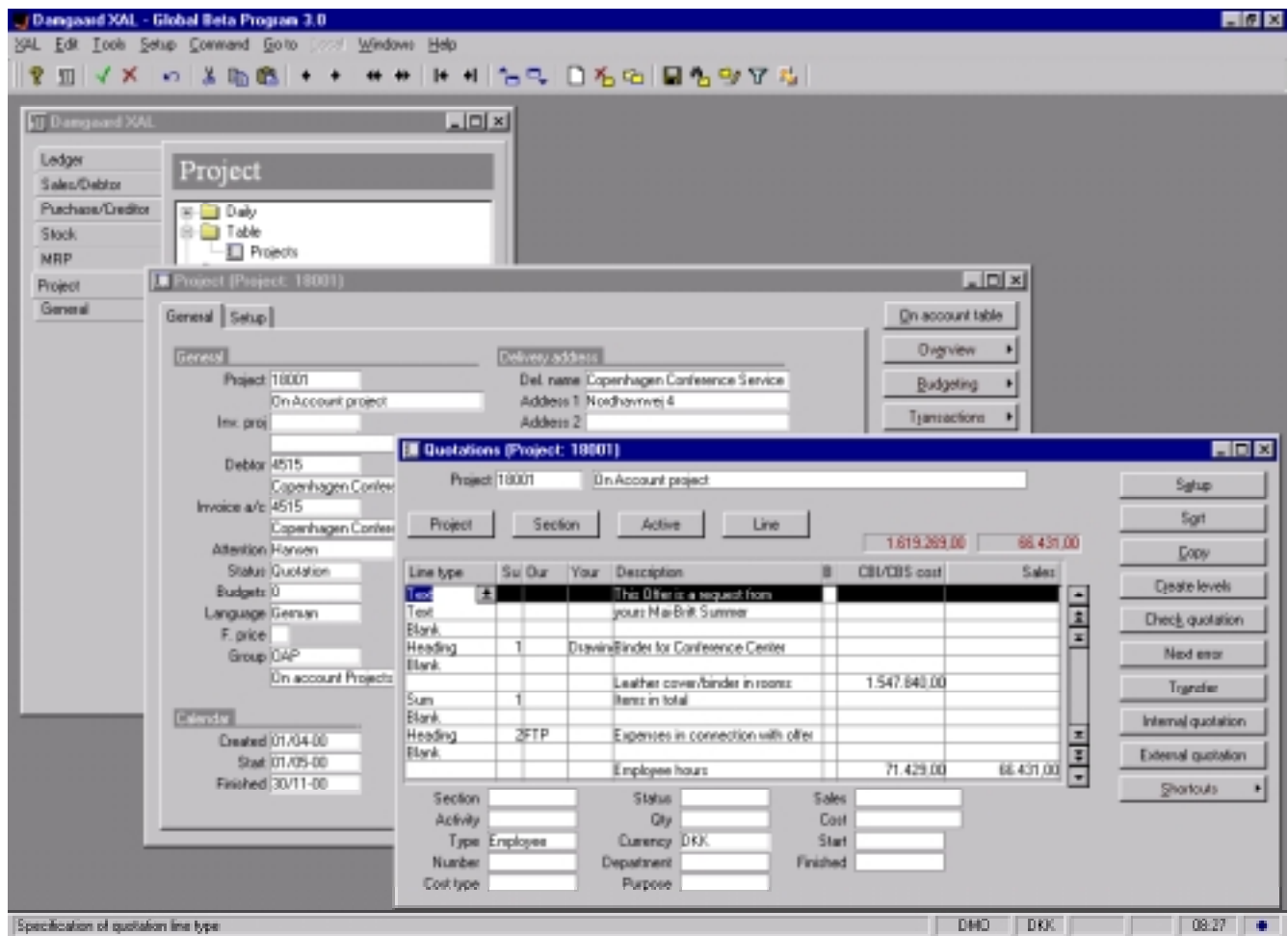
Fixed Price/On Account

The Project Module incorporates invoicing and partial invoicing functions with an option for automatic settlement. Invoicing can be carried out on an item-by-item or a fixed price basis. Both methods also can be combined. When invoicing on an item-by-item basis, each transaction must be flagged to indicate whether or not it should be invoiced. This means, for example, that internal administration costs are usually not invoiced to the customer.

Differentiated Invoicing Functions

During the course of a project, there may be

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Use the project module to issue quotations and handle all financial aspects of projects.

deviations between the quantity to be invoiced and the quantity that has actually been used. Individual transactions to be invoiced can be adjusted at the time of invoicing. The customer pays for the quantity invoiced, and the actual consumption is shown in the project. Project transactions that are not included as part of the invoice can be marked/locked to ensure that they are included as costs in the contribution margin calculation for the relevant invoices. An unlimited number of projects for the same customer can be invoiced through one invoice project.

Multi-Currency Handling

Exchange rates can be set on transaction level, so projects can be run with more than one currency. Like in the Sales module, only one invoice currency can be used for each project.

With all project prices, revenue and costs, a separate field keeps track of the currency. You can also see the currency on all realized transactions and in the statistics. Also when budgeting projects, you can use currencies.

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User-Defined Statistics

The Project Module contains a tool with which the user can produce an unlimited number of statistical output. Individual reports can be set up with an optional number of columns containing, for example, actual or budgeted figures for hours, sales, projects, quantities, levels, etc. In addition to the selected columns, it is possible to create calculations using data from other columns.

Budgeting and Quotations

An additional module can extend the Project Module. This gives access to budgeting functions and allows the user to work with project sections and activities. Also the user is enabled to issue quotations and transfer data to a payroll system.

Reporting

The following is a selection of reports available with the project module:

- Employee lists
- Transactions per project or employee
- Time sheets
- Hour reports
- Quotations
- Delivery notes
- Invoices

List of Functions

- Project for invoice purpose
- Currencies
- Project dependencies
- Costing of stock item consumption
- Unlimited number of budget versions
- Transfer of budgets to Ledger Module
- Employee table
- Project/Section/Activity - 3 levels
- Project invoicing
- Capacity determined in accordance with calendar
- Gantt diagrams
- Electronic mileage accounts
- Flextime administration
- Numerous entry options for individual transactions
- Materials consumption transferred directly from the Purchase Module
- Ledger posting according to project group or cost type
- Direct entries for projects from the Ledger work sheet
- Invoice adjustments
- Locking of transactions
- Exact contribution margin per invoice

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Project

Navision XAL – An Integrated Business Solution

All modules of Navision XAL are tightly integrated, and work together to form the heartbeat of your company.

The project module links closely to general ledger, to sales and purchase and to the stock module.

Functionality described in this fact sheet is contained in the following modules:

- Project
- Extended Project

For more information on Navision XAL integrated business solution, please also see the other brochures.

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