INTERAC
APPLICATIONS

Construction Accounting System

We understand that an accounting system is really all about:

Better Decision Making

As a business grows it becomes more difficult for management to keep up with all the details that may be important to making good business decisions. The accounting department and system are a vital resource to the management team for providing timely and accurate business information. The long term health and success of any business is dependent on making the right choices along the way.

Timely & Accurate Information

If information isn't readily available, or if it isn't an accurate reflection of what is really happening with the business, management won't have the necessary tools to make wise decisions along the way. An accounting system must be able to provide information in a variety of formats to meet the needs of the various departments. This information must be current and accurate to be of any real value in the decision making process.

Improved Cash Flow

The lifeblood of any company is cash. Without it everything comes to a halt, so managing cash flow is a critical function that requires the accurate and timely information provided by the accounting department. An accounting system must also be a tool to track cash flow, point out potential problems, and, in the end, increase profitability.

Selecting The Right System

Selecting the right accounting system will enable the team to function at its peak and support this steady stream of vital business intelligence, empowering management to succeed. Is your accounting system doing this for you now?

Intersoft Systems understands that our software is a tool to make you and your company more successful and profitable. More than 30 years of service to a loyal and satisfied customer base is a testimony to Intersoft's ability to deliver results. We welcome the opportunity to introduce our company and the INTERAC product line to you.

Easy Ways to Deploy INTERAC Accounting Solutions

INTERAC applications are compatible with current business editions of Microsoft Windows personal computer and server operating environments.

Traditional Server Implementation

For typical multi-user workgroups Intersoft recommends the Microsoft Windows Server 2008 / 2012 operating system with Terminal Services (Remote Desktop Connections). For customers who prefer to purchase the server pre-configured, Intersoft is happy to supply HP servers with the INTERAC applications set up and ready to use.

File Server Implementation

INTERAC may be configured to run from networked PC's, sharing data files which are shared from a file server. This environment will work for smaller workgroups, but is not recommended for installations with more than five users.

Desktop / Laptop PC Implementation

INTERAC applications are compatible with current business editions of the Windows desktop and laptop operating systems.

Hosted Server Implementation

For users preferring not to own the hardware or software, but simply prefer to utilize a web-based system, Intersoft offers hosted configurations.

INTERSOFT

Intersoft Systems, Inc.

Intersoft has continued to develop and support the INTERAC suite of applications since 1982 and has an established base of satisfied users all across the United States and Canada. Although computer hardware and operating systems have changed dramatically, and INTERAC has had numerous additions and revisions, the underlying core applications have remained stable throughout the years.

At Intersoft we take pride in our reputation and go out of our way to respond to customer needs. We value customer feedback and requests which are used to direct our development team. Many of the new applications and features in INTERAC come about as a direct result of user input.

INTERAC Construction Accounting System

The INTERAC Construction Accounting System's suite of applications provides comprehensive support for the special needs of contractors with fully featured Job Cost and Payroll modules which tightly integrate with the other accounting applications such as AP, AR and GL.

The system is rounded out with applications to manage fixed assets and equipment, inventory, and purchase orders. What makes INTERAC really different are the "Manager" applications which are designed to make the data readily available to those beyond the accounting group in an easy to use format. One of the most dramatic enhancements to the INTERAC suite has been the addition of a fully integrated Document Management system which serves to reduce the mountains of paper that are piling up in almost every office while providing instant access to a wealth of documentation directly from within the INTERAC system. External documents like invoices, contracts and change orders, employment applications, I-9 forms can now be scanned and associated with the appropriate records within the system while anything that is printed from an INTERAC application can now be sent directly into DMS. Save time, space, and money while significantly enhancing the availability of information.

Microsoft Windows based

INTERAC is compatible with current Microsoft Windows operating systems and works equally well in a server/workgroup environment or as a standalone installation. The system is completely scalable, supporting single users or enterprise installations alike.

INTERAC also supports wide area network installations for remote offices or worksites with appropriate levels of system access controlled by INTERAC security settings.

Whatever your current needs, INTERAC can be configured appropriately with the flexibility to grow with you as your needs change. Intersoft continues to monitor the constant changes in computer hardware to maintain compatibility with a broad range of hardware. As a Microsoft Registered Partner we keep up to date with the latest changes in Windows operating systems.

Heads down data entry for efficiency and accuracy

We have gone out of our way to design the journalizing and data entry screens to maximize efficiency and ease of use. Although a typical Windows graphical user interface is utilized, as much as possible, INTERAC utilizes numeric codes so that journalizing is done primarily using the number pad and doesn't require the use of a mouse.

Automation options allow many of the input fields to be populated with default values, speeding data entry and eliminating keying errors. In most cases, you also have the option to override the default values for those occasions where the values are different.

Error Prevention & Correction

Maintaining the accuracy of the accounting data is vital in maintaining the confidence of the management team that their decisions are based on reality. INTERAC is always keeping watch over your data entry providing warnings if there is a potential problem, and preventing the entry of obviously incorrect data.

One of the strengths of INTERAC is the opportunity it provides for you to verify and edit your data before it gets posted throughout the rest of the system. An edit report is generated which flags potential problems in the data, helping you locate and correct keying errors before posting.

Seamless integration with 3rd party applications

INTERAC is fully ODBC compliant and will share data with a variety of other applications such as specialty estimating software, scale systems, Excel, Access, etc. It is very easy to import, export, and share data with a wide variety of other applications, so if you have a special need to maintain connectivity to existing systems, INTERAC can help. In most cases routine importing and exporting can be automated using the INTERAC Job Stream application assuring that the same steps are repeated in the proper sequence every time.

"Manager" applications provide instant access to a wealth of current data

Knowing that the ultimate goal of an accounting system is to keep the management team informed so that they can make informed business decisions, INTERAC has developed a series of "Manager" applications to facilitate this need. These are view only programs which do not allow any changes to the data. Each of these applications is designed with a very easy to use single screen interface providing complete summary data, drill down to transaction level detail, one button report generation, and direct access to a whole range of documentation and images.

Job Cost

The Job Cost and Billing applications are at the heart of every construction accounting system. The flexibility to tailor the system to your specific needs will greatly enhance its effectiveness and the resulting satisfaction of the management team. INTERAC Job Cost fully integrates with the other accounting applications, providing an extremely powerful tool to track and manage jobs, particularly when implemented with Job Manager, Equipment Manager, Report Manager and the Document Management System.

Following are some of the key capabilities of the INTERAC Job Cost System:

- Track and report data by Job, Phase, and Category
- User defined categories to track such things as labor, materials, sub-contracts, equipment, etc.
- User defined phases and sub-phases to group and report data
- Built in report writer provides sophisticated reporting capabilities using either standard or custom designed reports
- Easily set up new jobs using model jobs
- Easily update job estimates with change orders
- Automatically track percent complete
- Automatically generate and post burden expenses to jobs
- Supports AIA, Time & Material, Contract, and Free- Form billing

INTERAC Construction Accounting System

Job Manager

The Job Manager application is a great resource for project managers, general management, and the accounting team. Job Manager ties directly into the Accounts Payable, Job Cost, and Payroll systems to present a comprehensive single-screen summary of job related information.

- *Quickly and easily filter the view by job, phase, category, or date to narrow the view to specific data.*
- *Generate a report of the displayed data with a single button.*
- *Job Manager also provides instant access to project related documents that you may want to associate with projects such as contracts, change orders, bids, INTERAC reports, etc.*
- *The user interface is very simple and doesn't require any knowledge of the other accounting applications.*

Equipment Cost

For organizations with a fleet of equipment to be tracked, and maintained, INTERAC offers an integrated Equipment Cost system. Keep track of revenue, expenses, maintenance, taxes, and overall profit & loss for every piece of equipment. Equipment cost is completely integrated with the system, allowing data to flow in from Payroll and Job Tracker through to Job Cost and General Ledger and the Fixed Asset Management System.

Equipment Manager

Equipment Manger provides instant access to all the equipment related information in Equipment Cost. All the information is displayed in a simple point and click interface, making it very quick and easy to locate the information you need.

- *The main screen provides a complete summary P&L for each piece of equipment.*
- *Click to drill down to the source entries and associated documentation.*
- *All the information is neatly arranged in tabs.*
- *Digital images may be kept to show the equipment, document damage and repairs, or provide maintenance instructions.*
- *Easily generate equipment related reports.*

Payroll

The INTERAC Payroll application provides extensive features to accommodate the special needs of the construction trades. Beyond keeping track of employees and their earnings and producing payroll checks, this module is tightly integrated with the INTERAC Job Cost, Document Management System, and HR Manager.

Following are some of the key capabilities included in Payroll:

- Supports employees working in multiple states including state reciprocity
- Direct deposit capabilities
- Certified Payroll requirements fully supported
- Multiple Union benefits deduction calculation & tracking
- Workers Compensation Insurance calculations
- Simultaneous entry of labor & equipment hours
- 99 user defined earnings codes for bonuses, benefits, etc.
- 99 user defined deduction codes for retirement plans, Sec. 125 plans, garnishments, etc.
- Alternate rate file accommodates pay rates based on job, locality, union, job classification, job phase, or department
- Supports electronic filing for W2 & 1099
- Use complete laser check, W2, 1099, 940, 941, 943 form capabilities
- Manual Check option for special circumstances like layoff checks
- Integrated report writing capability
- Supports Positive Pay confirmation with your bank

HR Manager

Make it easy on your HR Manager by keeping your employee files in electronic format and provide immediate access to the appropriate personnel. INTERAC Security enables complete access control to this sensitive data. HR Manager keeps track of personal information, contact information, earnings history, and provides instant access to associated documents like employment applications, W4's, I-9's, drug test results, certification documents etc.

Report Manager

Our Design Custom Report function is available in all the primary INTERAC applications. Payroll, Job Cost, and General Ledger also contain specific report writers designed for their unique reporting needs. Pre-designed sample report formats are provided with each INTERAC application. These designs can be used as is or modified. The Sample Report Designs are easily used as templates for new reports, adapting them to meet your specific needs. It is also easy to create multiple versions of a report if you have several people looking at similar information, but want to see it formatted differently.

Give your management team instant access to all the data they need in a format that suits their needs. Report Manager is a tool that will execute any INTERAC generated report on demand, providing a current look at critical information. Many reports utilize filters and conditions which may be set and changed with each report run. Each user's menu can be customized to present only the appropriate reports.

Document Management System (DMS)

Save time, space, and money while significantly enhancing the availability of information. Reduce the mountains of paper that clutter your office, taking up valuable space in your file cabinets and storage areas, by implementing the fully integrated INTERAC Document Management System.

In Accounts Payable, DMS associates documents like invoices and checks with the detail records, making them available throughout the system wherever these transactions are posted. For example, reviewing a vendor invoice may be done in AP, GL, or directly in DMS.

In Payroll, copies of paychecks can be automatically added and external data like employment applications, I-9 forms, job certifications, drug test results and other HR related documents may be also be associated directly with the employee's record.

DMS also enhances other INTERAC applications such as Job Manager and HR Manager by providing direct access to all the related documentation from within INTERAC.

Use DMS to share documentation with remote offices, job sites, clients, or customers by creating archived copies, complete with a standalone DMS viewer, to your choice of removable media

Documents may be associated with the appropriate INTERAC records and distribution data entered during the scan or add process. This data is stored in the document and will be automatically transferred into INTERAC during journalizing. Having documents associated with detail and master file records makes them available for instant recall from within the appropriate INTERAC applications as well as in DMS.

Utilizing document titles and keywords provides for powerful search and filter capabilities, allowing you to quickly locate the specific documents you need. In addition to simply purging documents from the database, the archival features in DMS are a great way to backup and create copies of selected documents to be shared with remote offices, customers, or vendors.

Document Management Approval System

The INTERAC Document Management Approval System provides a seamless way to route invoices to the appropriate personnel for approval. Individual inboxes are established where documents are stored until approved and released into the main DMS system. DMS users may be set up with full access, scan only access, or approval only access for optimum security and control.

Approval System users will have an opportunity to review all documents assigned to them and still pending release. After selecting a document for release, the title may be edited, a password added, the application association, vendor and invoice numbers all edited.

Once approved, the document may be electronically stamped with a either a general or user specific stamp.

The Distribute option allows Coding information to be added electronically to the pdf document for subsequent processing and distribution into the INTERAC AP system. This coding data is transferred automatically into the AP journalizing screen as the document is processed.

Job Tracker

Job Tracker is an efficient easy-to-use product designed to gather data in the field for both field reporting and for input to the INTERAC accounting system. Job Tracker has two primary purposes. First is to collect and report employee time, equipment usage, and materials usage in the field. It also provides access to a wealth of reporting information which can be used as a management tool to monitor job progress and labor costs. Supported on a Windows PCs, Job Tracker provides a simple data entry screen for project managers, timekeepers, or remote office personnel. With Job Tracker you will no longer need to fax handwritten time cards, call in daily time, or pay overnight charges to get payroll and equipment data back to the accounting department or in from client locations. Employee time, equipment and material usage information can all be collected real-time.

INTERAC Accounting System Applications

- **Accounts Payable**
- **Accounts Receivable**
- **Bank Reconciliation & Cash Manager**
- **Document Management System**
- **Equipment Cost**
- **Equipment Manager**
- **Fixed Asset Management**
- **General Ledger**
- **Human Resources Manager**
- **Inventory & Inventory Manager**

- **Job Cost & Job Billing**
- **Job Manager**
- **Job Tracker (Field Data Capture & Reporting)**
- **Laser Check Package**
- **Payroll**
- **Purchase Order**
- **Report Manager**
- **Service Billing**
- **Subcontractor Control**

System Requirements & Recommendations

- **Server Recommendations**
  - *Windows Server 2008 / 2012 with Terminal Services*
  - *The server can be on premise or a hosted web server*

- **Workstation Recommendations**
  - *Windows 7 Professional*
  - *Windows 8.1 Professional*
  - *Windows 10 Pro*

- **Hard Drive File Storage Recommendations**
  - *40 GB minimum hard drive space available for INTERAC system and data files*

- **Scanners for Document Management System**
  - *Canon DR Series Workgroup and Departmental Scanners*

- **Laser Printers**
  - *HP LaserJet networked printers*

- **Implementation Support**
  - *Intersoft offers hardware sales, setup and implementation services for INTERAC users.*