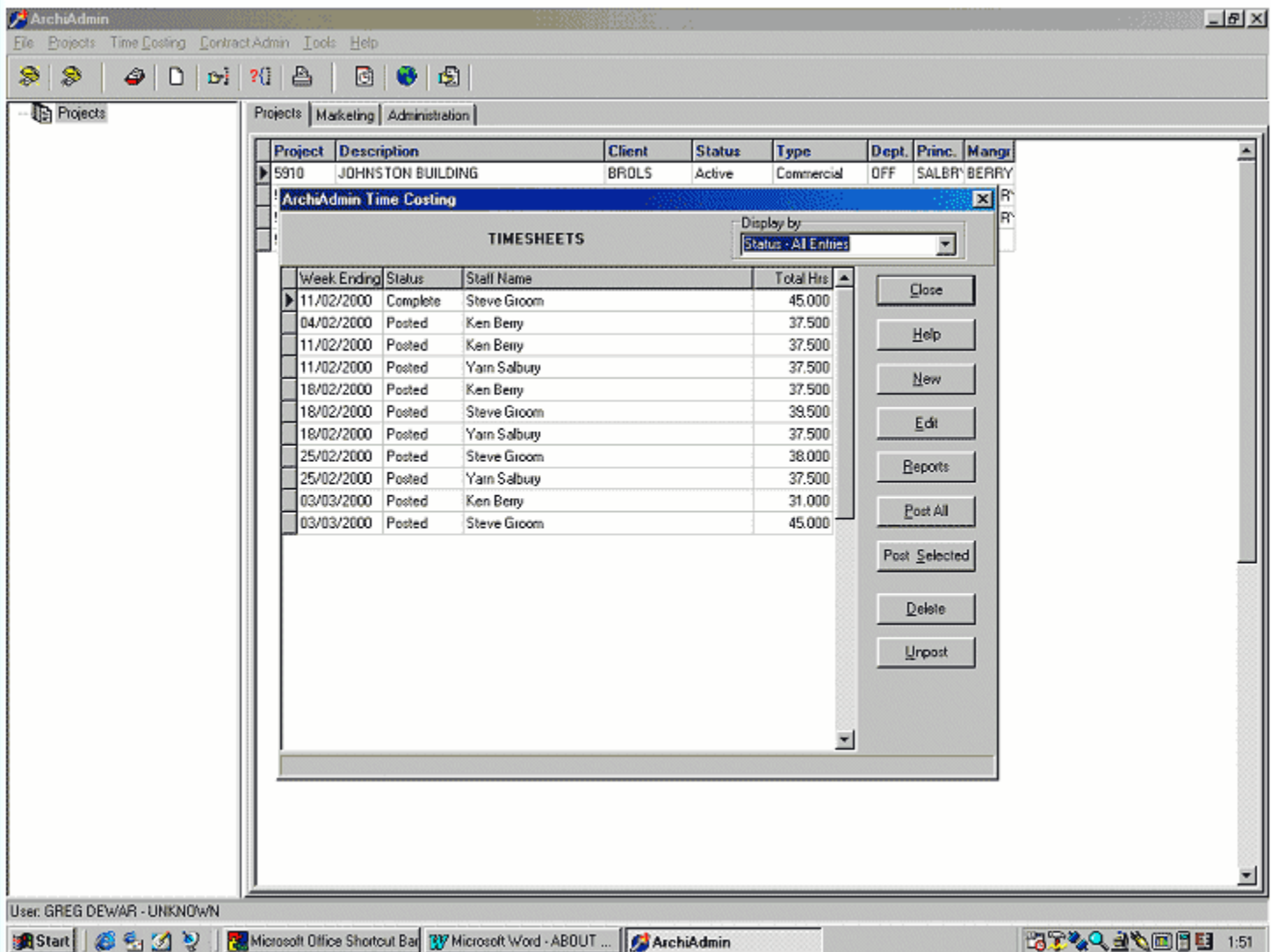


Advanced time and finance management for architectural, building and engineering professions.

Time Costing

Automated Time sheeting

Time-sheets entered directly by staff, which avoids paper forms and transfer of information by others. This also prevents incorrect job names and numbers.



Projects Reports

Immediate reports available for individual projects so that staff can know budgets and expenditures etc.

Project Staff Time Report

Example Firm Architects

PROJECT STAFF TIME REPORT

Page 1
13/04/2000 1:15:07

Project: JOHNSTON BUILDING
Number: 5910

Principal: SALBRY
Manager: BERRYK

For the Period Ending 30/04/2000

Description	Rates Normal Overtime	Spent this Period			Spent to Date		
		Normal	Overtime	Total	\$Normal	\$Overtime	\$Total
Direct Salary Expense (DSE)							
Schematic Design							
Steve Groom	61.325 92.500						7.500 459.94
Total Schematic Design							7.500 459.94
Design Development							
Ken Berry	50.175 67.500						15.000 752.62
Total Design Development							15.000 752.62
Total Direct Salary Expense (DSE)							22.500 1,212.56
Overhead Allocation 125.00%							\$0.00 \$1,515.70
Total Overhead & DSE							\$0.00 \$2,728.26
Direct Expenses							
Expense							80.00
Total Direct Expenses							80.00
Outside Expenses							
Outside Services							6,000.00
Total Outside Expenses							6,000.00
Profit 30.00%							2,642.40
Contingency 0.00%							
Reimbursables							
Reimbursement							80.00
Total Reimbursables							80.00
PROJECT TOTAL							22.500 11,530.74

Page 1 of 1

Start Microsoft Office Shortcut Bar ArchiAdmin 1:15

Cost Centre Reporting (ArchiAdmin Professional only.)

Reports in cost centres including inter-departmental costing for cross charging between departments. Enables organisation to work in small profit centres which manage their own profitability

Project Staff Time Summary Report

Your Firm Architects

PROJECT STAFF TIME SUMMARY REPORT

Page 1
13/04/2000 1:36:23

Department: Office

For the Period Ending 29/02/2000

Project	Spent this Period			Spent to Date		
	Normal	Overtime	Total	\$Normal	\$Overtime	\$Total
5910 JOHNSTON BUILDING	22.50		22.50	2,728.26	0.00	2,728.26
5911 BRADLEY RETIREMENT VILLAGE	112.50	3.00	115.50	13,829.47	556.92	14,386.39
5912 NEWTOWN SHOPPING CENTRE	153.50		153.50	17,391.98	0.00	17,391.98
5913 PHILLISTINE BUILDING	37.50		40.50	3,292.76	0.00	3,292.76
TOTAL	326.00	3.00	329.00	37,242.47	556.92	37,799.39

Page 1 of 1

Start Microsoft Office Shortcut Bar ArchiAdmin 1:15

Accrual Accounting reported against Project expenditures (ArchiAdmin Professional only.)

R

Reports on Costs expended against projects, Amounts invoiced, Accounts received and Amounts outstanding for accurate cost centre wide and firmwide cash position. Reports are available immediately. This creates a vast efficiency saving in knowing financial position and having a fast immediate report.

Office Earnings Report

Page 1

13/04/2000 1:25:17

As At 30/04/2000

Department: OFF

Number	Description/Contact	Revenue Expected	Pct. Exp.	Revenue Earned	Revenue Billed	W.L.P.	Total Expense	Profit/Loss	Revenue Received	Accounts Receivable
5910	JOHNSTON BUILDING Mr Steve Bristol	320,000.00	14.00	46,200.00	92,191.00		11,530.74	34,669.26		92,191.00
5911	BRADLEY RETIREMENT Mr Steve Bristol	110,000.00	10.00	11,000.00	30,170.00		24,207.63	-13,207.63		30,170.00
5912	NEWTOWN SHOPPING Mr Steve Bristol	22,000.00	6.00	1,320.00	13,190.00		40,024.60	-38,704.60	7,500.00	5,690.00
5913	PHILLISTINE BUILDING Mr Gary Randwick	198,001.10	12.00	23,760.13	3,750.00	20,010.13	6,971.24	16,788.89		3,750.00
TOTAL THIS DEPARTMENT		660,001.10		82,280.13	139,301.00	20,010.13	\$2,734.21	-454.03	7,500.00	131,801.00

Invoicing

E

Easy invoicing entry and fast reporting. Efficiency in information being available.

Project Ledger Report

Page 1
13/04/2000 1:27:23
Principal: GILGOM S
Manager: SALLY

Project: NEWTOWN SHOPPING CENTRE
Member 5912
For the Period 01/06/1999 to 30/04/2000

Date	Type	Reference	Fee	Exp/Outside	Reimb.	GST Accrued	Billed	Received	Discount	GST Cash	Balance
01/06/1999		Opening Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10/02/2000	INVOICE		\$10,140.00				\$10,140.00				\$10,140.00
20/02/2000	INVOICE		\$3,050.00				\$3,050.00				\$13,190.00
09/03/2000	RECEIPT							\$4,000.00			\$9,190.00
19/03/2000	RECEIPT							\$2,000.00	\$500.00		\$5,690.00
26/03/2000	INVOICE		\$0.00				\$0.00				\$5,690.00
30/04/2000		Closing Balance	\$13,190.00	\$0.00	\$0.00	\$0.00	\$13,190.00	\$7,000.00	\$400.00	\$0.00	\$3,690.00

Page 1 of 1

Budget Reporting (ArchiAdmin Professional only.)

Tracks projects, profit centres and firmwide expenditure against fee budgets. Fast input and efficiency in information being available.

Project Budgets Summary Report

Page 1
13/04/2000 1:38:35

Department: OFF

For the Period Ending 29/02/2000

Number	Description/Contact	Spent This Period		Spent to Date		Total Budget		Pct. Comp		Variance		Actual Inc OT
		Hours	OT	Hours	OT	Hours	\$	Exp.	Est.	Hours	\$	
5910	JOHNSTON BUILDING Mr Steve Bristd	23		23		300,000	8,889	4	14	-23	30,468	1,213
5911	BRADLEY RETIREMENT Mr Steve Bristd	112	3	120	3	99,998	19,471	22	10	-120	-12,344	6,939
5912	NEWTOWN SHOPPING Mr Steve Bristd	155		155		18,004	29,788	215	6	-155	-37,597	7,729
5913	PHILLISTINE BUILDING Mr Gary Randwick	38		38		180,005	3,284	2	12	-38	17,319	4,282
TOTAL THIS DEPARTMENT		328	3	336	3	588,007	61,442	13	12	-336	-5,074	20,163

Page 1 of 1

Projections Reporting (ArchiAdmin Professional only.)

Tracks cash-flows, project, profit centre and firm wide into the future. Efficiency in information being available and fast reporting. Enables resource balancing and managing of workflows to minimum income needed demands.

Project Projected Cashflow Summary Report

Page 1

For the Period Ending 29/02/2000

13/04/2000 1:44:28

Department: OFF

Number	Description/Contact	Total Budget		Mar 2000		Apr 2000	May 2000	Jun 2000	Jul 2000	Aug 2000
		Hours	\$	Hours	\$	\$	\$	\$	\$	\$
5910	JOHNSTON BUILDING Mr Steve Bristd	300,000		29,250	45,001	74,251	60,749	29,250		
5911	BRADLEY RETIREMENT Mr Steve Bristd	100,000		14,999	9,999	24,750	20,251	25,000		
5912	NEWTOWN SHOPPING Mr Steve Bristd	18,001				4,001	3,000	5,999	5,002	
5913	PHILLISTINE BUILDING Mr Gary Randwick	180,002		18,000	18,000	43,875	28,127	54,002		
TOTAL THIS DEPARTMENT		598,003		62,249	73,000	146,877	112,127	114,251	5,002	

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Start Microsoft Office Shortcut Bar Microsoft Word - ABOUT ... ArchiAdmin 1:44

Security Access Control

C

ontrol over access to sensitive information pre-programmed at log-on. Efficiency in that it directs user to certain information and automatically screens off other information.

Accounting Integration

E

xport and imports files from popular accounting packages to avoid manual re-entry and transfer of data.

Project and Contact Database

Filing and Computer Management

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our secure server

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ArchiAdmin system requirements:

IBM Compatible PC with Windows 3.x, Windows 9x, Windows 2000 or Windows NT.
Minimum hardware required is a 486DX2-66 with 16Mb RAM and CD-ROM, however the recommended system is a Pentium 120 (or better) with 32Mb RAM and CD-ROM.

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