ERP HEAD TO HEAD™

Vendor Demonstration

SCRIPTS

www.**ERP**HEADtoHEAD™.com

12/13 MARCH 2019, MILTON KEYNES, UK

lumenia ►

Ask me about

Finance SCRIPT 60 minutes
ERP HEADtoHEAD™ Demonstration Script UK 2019

Introduction to the ERP Products and Vendor

Provide a brief introduction to the ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software products being demonstrated today (including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system interface and how to navigate around the system. During your demonstration please specifically show:

> Any significant usability features provided, including user level personalisation facilities

> Integration with desktop tools such as Outlook and Excel

Financial & Management Reporting

> Demonstrate how the structure of the Chart of Accounts is defined in your system.

> Demonstrate any additional functionality provided as standard by your system to facilitate the analysis of financial transactions through additional categories, tags or dimensions separate to the regular chart of accounts structure setup

> Show how a user would use the financial reporting tools provided by the system to analyse financial data.

> Demonstrate how a user can drill through from a P&L report into the details of the source transactions

> Show some examples of other financial reports generated using your preferred financial reporting tool

Cash Flow Forecasting

Please provide an overview of how your system supports cash flow forecasting.

Unique Selling Points

Provide an overview of some of the unique selling points for your system relating to Finance processes.

Overflow time/Questions

Introduction to the
ERP Products and Vendor

Provide a brief introduction to the ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software products being demonstrated today (including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system interface and how to navigate around the system. During your demonstration please specifically show:

> Search capabilities

> Integration with desktop tools such as Outlook and Excel

Self-Service

A key aspect of any modern HR system is the usability of employee and manager self-service tools. Please provide an overview of the functionality provided as standard by your system, showing:

> **How an employee can log-in and perform tasks such as:**

   > view/amend their personal details

   > view their current holiday balance and book time-off

   > access their payslips and view their benefits package

   > request and book training

> **How a manager can have an overview of all their direct reports, including:**

   > approving holiday or logging absence

   > managing annual appraisals

Performance Appraisals

Provide a brief overview of the functionality available to assist with managing employee Performance Appraisals, covering such areas as:

> How the annual appraisal process is triggered, and how the form is created, pulling through details of the previous year's plan and any relevant business information

> Dashboards available to the HR department that can monitor overall progress through the appraisal process

> How the employee can set both their personal goals, objectives and associated action pan, and personal development plan

> How their manager can review and update this and how both the manager and employee can sign this off

> How actual performance is recorded against current objectives, how a rating is assigned and how a manager can review this for both the whole team and an individual employee

Unique Selling Points

Provide an overview of some of the unique selling points for your system which are of relevance to HR processes.

Overflow time/Questions

Introduction to the ERP Products and Vendor

Provide a brief introduction to the ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software products being demonstrated today (including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system interface and how to navigate around the system. During your demonstration please specifically show:

> Search capabilities

> Integration with desktop tools such as Outlook and Excel

Supplier Quotation Management

Please provide an overview of the functionality provided by your system to help businesses manage supplier quotations, including:

> The generation of RFQs

> Issuing RFQs to vendors

> Recording interactions with vendors

> Storing documentation received from vendors

> Storing supplier pricing details

Purchasing Approval Process

Please provide an overview of the options provided by your system to manage a purchasing approval process for non-inventory purchases (services, consumables etc.)

Unique Selling Points

Provide an overview of some of the unique selling points for your system relating to Procurement processes.

Overflow time/Questions

Introduction to the
ERP Products and Vendor

Provide a brief introduction to the
ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software
products being demonstrated today
(including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system
interface and how to navigate around
the system. During your demonstration
please specifically show:

> Search capabilities

> Integration with desktop tools
such as Outlook and Excel

Planning, Scheduling
and Production Orders

Provide a brief overview of the
functionality available to assist with
production planning and scheduling
by demonstrating the following:

> A sample demand plan, made up
of forecast and customer orders

> A typical workbench for a production
planner showing the output from
Material Requirements Planning (MRP)

> Options to aid scheduling of
production, taking into account
available capacity

> Conversion of a planned order
to a production order

> Completion of a production order,
showing relevant inventory movements

Product Costing

Provide an overview of the functionality
provided as standard by your system to
manage standard costs for manufactured
products, showing:

> Cost rollups for a multi-level
bill of materials

> How the system handles costs under
various cost elements/components
(e.g., materials, labour, overheads).

Unique Selling Points

Provide an overview of some of the
unique selling points for your system
which are of relevance to manufacturers.

Overflow time/Questions

Projects SCRIPT 60 minutes
ERP HEADtoHEAD™ Demonstration Script UK 2019

Introduction to the ERP Products and Vendor

Provide a brief introduction to the ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software products being demonstrated today (including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system interface and how to navigate around the system. During your demonstration please specifically show:

> Search capabilities

> Integration with Microsoft tools

Project Planning

Provide a brief overview of the functionality available to assist with project planning and scheduling by demonstrating the following:

> How a project is set-up in the system and how this is linked to the financial ledgers to ensure seamless financial reporting

> How a budget is assigned to a project, how this can be broken down to sub-projects (if required), and how this can then be used in a purchase order approval process

> How milestones can be assigned to the project and how these could be used as stage gates for both approval and billing

> How resources can be assigned to projects, ensuring that utilization can be optimised

Project Costing, Billing and Reporting

A key aspect of any project is understanding the costs and revenue versus budget. Please provide an overview of the functionality provided as standard by your system to capture costs against a project, enabling billing and reporting, showing:

> How time and expenses can be captured against the project using a mobile device

> How costs of goods and services are assigned to the project

> How the system supports periodic billing of the customer

> The project dashboards available to monitor and report project performance against Budget or Milestones for a project or program of work

Unique Selling Points

Provide an overview of some of the unique selling points for your system which are of relevance to project-based organisations.

Overflow time/Questions

Introduction to the
ERP Products and Vendor

Provide a brief introduction to the ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software products being demonstrated today (including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system interface and how to navigate around the system. During your demonstration please specifically show:

> Search capabilities

> Integration with desktop tools such as Outlook and Excel

Sales Order Processing

Please provide an overview of the Sales Order Processing functionality provided by your system, showing:

> Searching for a customer account

> Adding the customer's order reference

> Searching for products

> Adding new lines to a sales order

> How a user can see the customer's previous sales history while taking the sales order

> Changing the price on a line (assuming the user has some discretion to do this)

> Amending the customer delivery address

> Adding carriage charges

> Adding order comments (visible on internal and external documents)

Sales Pricing and Rebates

On-Invoice Sales Pricing

Provide an overview of the functionality provided by your system to manage the calculation of complex pricing scenarios such as:

> Buy One Get One Free

> Buy One, Get One Half Price

> Buy Product X, Get Product Y free or at a reduced price

Sales Rebates

Please provide a brief overview of how your system can support a process for managing customer rebates, describing:

> How rebate rules are defined

> How accruals are generated based on sales activity

> How a user can monitor rebate accruals

> The options for making rebate payments

Unique Selling Points

Provide an overview of some of the unique selling points for your system relating to Sales processes

Overflow time/Questions

Sales (Quotation-Based) SCRIPT 60 minutes
ERP HEADtoHEAD™ Demonstration Script UK 2019

Introduction to the
ERP Products and Vendor

Provide a brief introduction to the
ERP product and the vendor, covering:

> The ERP software author

> The software partner/reseller (if relevant)

> The names and versions of the software
products being demonstrated today
(including 3rd party software if relevant)

General Navigation

Provide a brief overview of the system
interface and how to navigate around
the system. During your demonstration
please specifically show:

> Search capabilities

> Integration with desktop tools
such as Outlook and Excel

Sales Quotation Management

Provide an overview of the functionality
provided by your system to support the
generation of sales quotations, covering:

> Entering a sales quotation

> Creating a new revision
of a sales quotation

> Converting a sales quotation
into a sales order

Sales Product Configuration

Provide an overview of the functionality
provided by your system to support
businesses selling or manufacturing
products with multiple configurable
options.

Unique Selling Points

Provide an overview of some of the
unique selling points for your system
relating to Sales processes.

Overflow time/Questions

Thank you