



Opera II at a glance



TECHNOLOGY

32-bit	✓
True Graphical User Interface	✓
Transaction Integrity	✓
Multi-tasking	✓
Developers' Toolkit	✓

MODULES

Sales Ledger	✓
Purchase Ledger	✓
Nominal Ledger	✓
Advanced Nominal	✓
Cashbook	✓
Multi-currency	✓
Fixed Assets	From July 2009
XRL	✓
Invoicing	✓
Sales Order Processing	✓
Purchase Order Processing	✓
Stock	✓
Costing	✓
Manufacturing Process / Discrete	Operations II
Bill of Materials	✓
Works Orders	✓
Production Scheduling	Operations II
Routing	Operations II
MRP	Operations II
Payroll & HR	✓
HMRC Accredited	✓
Personnel	✓
P11D Organiser	✓
System Manager	✓
Report Writer	✓
Import	✓
	(includes nominal accounts/journals/payroll timesheets)
EC VAT	✓
EURO	Base currency – No conversion routines
Pegasus Instant Messenger	✓
Sales Pipeline Management (SPM)	✓
SPM Remote	✓
Service and Helpdesk Management	✓
Executive Dashboards	✓
Document Management	✓
Advanced Document Management	✓

GENERAL FEATURES

Import	Sales customers, Sales transactions, Purchase suppliers, Purchase transactions, Nominal accounts, Nominal journals, Stock items, Stock transactions, Invoicing/SOP documents, Costing timesheets, Payroll timesheets
Multi-company	✓
No of Companies	Unlimited
E-mail reports/documents	✓
Alerts	✓ With Pegasus Instant Messenger
Scheduling of Tasks	✓ With Pegasus Instant Messenger
PDF Output	✓
Drilldown	✓
Audit Trails	✓
Standard reports	✓
Standard documents	✓
Customise reports and documents	✓
Push Pin (always on top) forms	✓
Remember form size/position	✓
Calendar	✓
Advanced Searching	✓
Searching on Grids	✓
Sorting on Grids	✓
Customise Grids per user	✓
Copy Columns to MS Excel, Word etc	✓
Post Continuous	✓
Dynamic Views definable by the user	✓
Data output to Excel and Word	✓
Company Debtor Analysis	✓
Company Creditor Analysis	✓
Company Debtor Days	✓
Company Creditor Days	✓
Company Sales Turnover Analysis	✓
Company Purchase Turnover Analysis	✓
Backup/Restore Routine	✓
System and user generated notes	✓

SALES LEDGER

Processing	Real time
Data Retention	99 periods Unlimited Sales History
Sales Analysis	By Customer, Customer Type, Territory, Region, Product, Product Group, Delivery A/C, Invoice No, Project & Department
Specialist Functions	
Trading Terms	✓
Turnover	✓
Turnover Per Period	✓
Turnover – Graphical Illustration	✓
Average Debtor Days	✓
Debtor Analysis per Period	✓
Revenue Forecast by Account/Company Debtor Days	✓
E-mail documents	Quotes, Proformas, Orders, Delivery Notes, Invoices – July 2009
Batch e-mail statement facility	✓
Unlimited Contacts	✓
Multiple Bank Accounts	✓
Part Payment of Invoices	✓
Allocation of Receipts	✓
Disputed Transactions	✓
Reason Codes for Disputed Transactions	✓
Advanced Postings	✓
VAT Inclusive	✓
Invoice drilldown	✓
Receipt drilldown	✓
Sales History	✓
Link to Nominal	Batch and Real time
Advanced Nominal Dimension Analysis	✓

PURCHASE LEDGER

Data Entry	Invoices, Credit Notes, Adjustments, Manual Payments, Write-offs, Allocations
Processing	Real time
Data Retention	99 periods Unlimited Purchase History
Specialist Functions	
Trading Terms	✓
Turnover	✓
Turnover per period	✓
Turnover – Graphical Illustration	✓
Average Creditor Days	✓
Payment Forecast by Account Creditor Days	✓

Multiple Bank Accounts	✓
Suggested Payments	✓
Automatic Payments	✓
Payment Methods	Cheques, BACS, Banking Links
Allocation of Payments	✓
Part payment of Invoices	✓
Remittance Advice	✓
Batch e-mail remittance facility	✓
Combined cheque and remittance facility	✓
Reason Codes for Disputed Transactions	✓
VAT Inclusive	✓
Advanced postings	✓
Purchase Invoice Register (PIR)	✓
Unlimited Contacts	✓
Invoice drilldown	✓
Payment drilldown	✓
Link to Nominal	Batch and Real time
Advanced Nominal Dimension Analysis	✓

CASHBOOK

Data Entry	Nominal, Sales, Purchase, Bank Transfers, Recurring Entries and Batch Processing
Processing	Real time
Data Retention – Reconciled Transactions	99 months
Specialist Functions	
Multi-currency Bank Accounts	✓
Bank Reconciliation	✓
Transaction postings during Reconciliation	✓
Saved incomplete bank reconciliation	✓
Transaction matching	✓
Paying-in Slip	✓
Payment Methods	Cheques, BACS, Banking Links
Combined Cheque/Remittance Advice	✓
Link to Nominal	Batch and real time

VAT

VAT Transaction Type	Sales, Purchase, Beyond Scope
No of VAT Codes per type	36
Definable VAT Returns	✓
VAT 100 Report	✓
EC Sales List	✓
Intrastat SSD	✓

NOMINAL LEDGER

Data Entry	Nominal Journals, Recurring Journals, Retained Journals, Reversing Journals, VAT Journals
Processing	Real time
Flexible Chart of Accounts	✓
Type and sub-type analysis	✓
Data Retention (Transactions & Journals)	9 years
Specialist Functions	
Cost Centres	✓
Cost Centre budgets	✓
Summary Cost Centre budgets	✓
Definable P&L and Balance Sheet	✓
Advanced Nominal Dimensions	2 (Project & Department)
Definable descriptions	✓
Dimension budgets	✓
Reporting Codes	5
Nominal Analysis Reporting	✓
Financial Calendar	✓
No of financial periods	1-24
Definable Period Dates	✓
Private Accounts	✓
Account Snapshot	✓
Distribution Accounts	✓
Nominal Consolidation	✓
Next Year's Budgets	✓
Budget Factors	✓
Budget Writeback	✓(with XRL)
Foreign currency Journals	✓
Post to Prior Periods	✓
Post to Prior Year	✓
Account View	✓
Journal Image Zoom and Print	✓
Nominal View	
• By Year	✓
• By Period	✓
• By Year & Period Range	✓
Update from Stock	Batch and Real time
Update from BOM	Batch and Real time
Update from Ledgers	Batch and Real time

SALES ORDER PROCESSING

Data Entry	Documents, Proforma, Quotation, Orders, Deliveries, Invoices, Credit Notes, Repeat Invoices
Processing	Real time
Specialist Functions	
Price Lists	✓
Foreign Price Lists	✓
Global Price Changes	✓
Price Lists writeback facility	✓ (with XRL)
Discount Matrix	✓
Overall Discount	✓
Quantity Break Discount	✓
Stock Allocation Routines	✓
Multi-warehouse	✓
Back to Back	Purchase Order Processing and BOM
Model Proforma	✓
Model Quotation	✓
Repeat Invoicing	✓
Picking	✓
Batch Processing	✓
Consolidated Deliveries	✓
Consolidated Invoices	✓
Part Deliveries	✓
User-generated document references	✓
System-generated document references	✓
E-mail Sales Order Acknowledgements	✓
Drilldown on Part Deliveries / Invoices	✓
Delivery drilldown on order lines	✓
SOP document Find/Enquiry function	✓
Include Un-invoiced Deliveries in Customer Balance option	✓
Display documents for last xxx months	✓
Single key progression of documents	✓
Advanced Nominal Dimension Analysis	✓

PURCHASE ORDER PROCESSING

Data Entry	Purchase Orders, Receipts, Invoices
Processing	Real time
Specialist Functions	
Purchase Documents	✓
Purchase Document Optimisation	✓
Edit Purchase Orders	✓
Re-order function	✓
Global Price Changes	✓
Receipt/Purchase Order Matching	✓
Invoice/Purchase Order Matching	✓
Invoice/Receipt Matching	✓
Foreign Currency orders	✓
Order status	✓
Satisfy facility	✓
Model orders	✓
System-generated document references	✓
POP document Find/Enquiry function	✓
Advanced Nominal Dimension analysis	✓
Display Documents for last xxx months	✓

STOCK CONTROL

Data Entry	Receipts, GRNS, Issues, Transfers, Adjustments, Returns, RTVS, Allocations, De-allocations
Processing	Real time
Specialist Functions	
Multi-warehouse	✓
Restrict transactions per warehouse	✓
Cost & Selling price per warehouse	✓
Minimum Stock, Reorder Level, Reorder Quantity per Warehouse	✓
Quarantine Warehouses	✓
Warehouse Bin	✓
GRN to Purchase Order matching	✓
Batch Traceable	✓
Serial Traceable	✓
Batch / Serial Enquiry	✓
Stock Adjustments via Excel	✓ (with XRL)
Costing Methods	
• FIFO	✓
• Standard	✓
• Last Cost	✓
• Average	✓
Stock Notes	✓
Non Stocked Items	✓

Description Only Items	✓
Negative Stock	✓
Alternative Stock Item	✓
Reverse Charge item	✓
Global Price Update	✓
Split Packs	✓
Invoice Drilldown	✓
Link to Nominal	Batch and Real time
Stock Category to Nominal Code Analysis	✓

COSTING

Data Entry	Contracts, Jobs, Estimates, Budgets, General Costs, Timesheets, Retentions, Batch Input, Commitments & Revenues
Processing	Real time
Contract Code	10 (alphanumeric)
Job Code	10 (alphanumeric)
Estimate Code	10 (alphanumeric)
Specialist Functions	
Contracts	✓
Jobs	✓
Estimates	✓
Original and revised Budgets	Costs, Write-off and Revenue
Commitments	✓
Phases	✓
Periods	✓
Departments	✓ (Maintenance table)
Frameworks	✓
Number of Cost Rates	999
Subcontractors	✓
Subcontractor CIS Codes	✓
Invoice Billing	✓
Global Cost Code update	✓
Global Cost Code update – Audit Trail report	✓
Definable Contract, Job, Phase & Department Descriptions	✓
Stock Cost Code creation and update	✓
Payroll Timesheet Transfer	✓
Percentage Complete Analysis	✓
Integration	Sales Ledger, Purchase Ledger, Stock, BOM, SOP, POP, Payroll

BILL OF MATERIALS

BOM Traceability – Assembly & Component level	✓
BOM Single Item Works Order Creation option	✓
Work In Progress Nominal Analysis	✓
BOM Works Order Batch Progress	✓
Batch De-Allocate option	✓
Batch Return option	✓
Unlimited components per level	✓
Stock Re-order Level Works Order creation	✓
Kitting option	✓
Assembly Cost Update utility	✓
Works Order Movements – Component level	Top, Bottom, Highest
Material lists	✓

SALES PIPELINE MANAGEMENT

Unlimited customer, prospect, supplier and reseller records and contact details	✓
Group calendar facilities and Microsoft® Outlook integration	✓
Send e-mails, mail merge campaigns and e-shots	✓
Attach incoming e-mail from Outlook	✓
Convert prospect/quotation details to live customer/sales orders	✓
Sales forecasting reports, optionally adjusted for probability.	✓
Analysis of sales by opportunity status/user/contact/company	✓
Import or update existing customer and supplier records from the Sales/Purchase Ledgers or from an Excel spreadsheet	✓

SERVICE MANAGEMENT

Engineer and resource scheduling	✓
Skills Matching, Service Areas and Fault Analysis	✓
Comprehensive reporting capability	✓
Recording and billing	Time, Expense, Parts, Consumables, Part Request
Convert Sales Opportunities to installation projects	✓
Attach related documents and e-mails to a contract	✓
Batch-post invoices for chargeable items and time in Invoicing/SOP	✓
Equipment models and components for fast Equipment Register entries	✓
Process stock issues and returns from worksheet entries	✓
Flexible billing periods and contract renewals	✓

HELPDESK MANAGEMENT

Call stages	Raised, Allocated, Planned, Travelling, Working, Complete
Call types	Helpdesk, Preventative Maintenance, Installation and Change Requests
SLA monitoring	✓
Knowledgebase facility	✓

PAYROLL

HMRC Payroll Standard Accredited	✓
HMRC Pensioner Payroll Standard Accredited	✓
Data Entry	Payment/Deductions, Holidays, Leavers, Transfers, Absence
Specialist Functions	
No. of Payment Profiles	999
No. of Deduction Profiles	999
Half-day holidays	✓
Processing	Real time
Transaction History	999 Pay Periods
Include Historical Employees facility	✓
Re-print Payslip facility	✓
Group Calendar facility – Tax Year Lookup	✓
Pay Frequencies	Weekly, 2-weekly, 4-weekly, monthly
Payment Methods	Cash, Cheques, BACS & Banking Links
Automated SSP Processing	✓
SSP Diary	✓
SSP Qualifying Days Patterns	✓
Automated SMP Processing	✓
Automated SPP (Birth) Processing	✓
Automated SAP Processing	✓
Automated SPP (Adopt) Processing	✓
Student Loan Processing	✓
Retrospective NI Adjustment utility	✓
Automated Attachment of Earnings Orders (Priority AEO, Non-Priority AEO, CTAEAO, DEO, EA, CMA & MCF)	✓
Attachment Orders Reporting	✓
Advanced Pension Processing (COMP, COSR, Group, Personal, COMB, Free Standing AVC, Appropriate Personal Pension)	✓
Stakeholder Pensions	Automatic
Pension Reporting Facility	✓
Net of Basic Rate Tax	Automatic
% or Value Deductions	✓
Holiday Pay Average	✓
Trade Dispute Tax Withhold facility	✓
Global Payment and Deduction changes	✓
No of NI Code Changes	8
Global Tax Code Routine	✓
Payroll Audit Log	✓
P46, P46(PEN) and P46(Expat) reporting	✓
Integration with Pegasus Online Filing manager	End-of-Year and In-Year online filing
Online Filing test submission facility	✓
P32, P11, P45(1) and P45(3) reporting	✓
Advanced Nominal Dimension Analysis	✓

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