

Accounts Production



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Accounts Production – the challenges

Preparing statutory and financial accounts remains a core activity for many professional accountants, providing an important opportunity to get to know clients and their businesses.

Although legislation and accounting guidelines are constantly changing – and accountants are therefore having to work harder than ever – clients are reluctant to accept higher fees. The challenge is to continue to make a profit from compliance activities, while developing and delivering added-value services.

Accounts Production – the solution

CCH Accounts Production meets these challenges with a range of innovative features:

Produce fully compliant final accounts every time

Whenever you prepare a set of accounts you always know they'll satisfy current statutory and legal requirements. System settings are provided for house styling and practice preferences, so you retain complete control over final content and appearance.

Deal with the widest variety of client types

Standard Accounts Formats enable you to save time by automating accounts production for a wide variety of client types, including sole traders, limited companies and partnerships.

Reduce risk and streamline accounts preparation

Exception reports highlight potential issues before the accounts are finalised, allowing you to complete the job more quickly. By ensuring that all disclosures are identified and addressed, risks to you and your clients are minimised.

Enter and import data from a wide variety of sources

Data entry options allow you to post from trial balances, incomplete records or source documents. Transactions and balances can be imported from a number of sources including third-party accounting software, saving staff time and eliminating transcription errors.

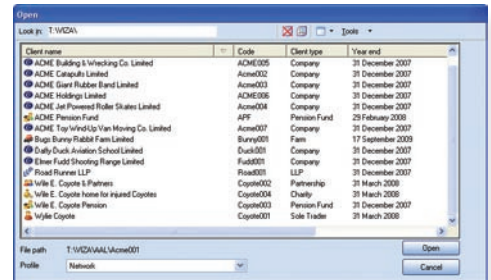
Present complex accounting information in a simple way

CCH Strategic Planning works with CCH Accounts Production to produce a range of reports, charts and graphs. These make it easier for you to present accounting information to your clients and offer additional fee-earning services.

CCH Accounts Production – key features at a glance

Produce fully compliant final accounts

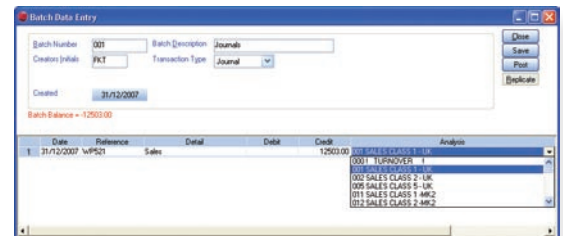
- **Quick turnaround** – High quality final accounts are produced in the shortest possible time.
- **Accounts formats** – Standard Accounts Formats enable you to save time by automating accounts production for a wide variety of client types including sole traders, limited companies and partnerships.
- **Regular updates** – Compliance updates are issued regularly and promptly, often supported by seminars, online presentations and other resources.



Deal with a wide variety of different client types

Enter and import data from a variety of sources

- **Data entry options** – Data can be entered from analysed cash books, draft trial balances, bank statements, cheque stubs or even a paper bag full of receipts and bills!
- **Onsite working** – Individual clients can be transferred to a laptop for onsite accounts production and review.
- **Optimised data entry** – Data entry has been designed for the widest range of users, from junior staff with basic accounts knowledge to experienced users.
- **Simplified working** – Intuitive screens are backed by context-sensitive prompts to guide users through their work.
- **Data import** – Transactions and balances can be imported from a variety of sources, including third-party business accounting systems.



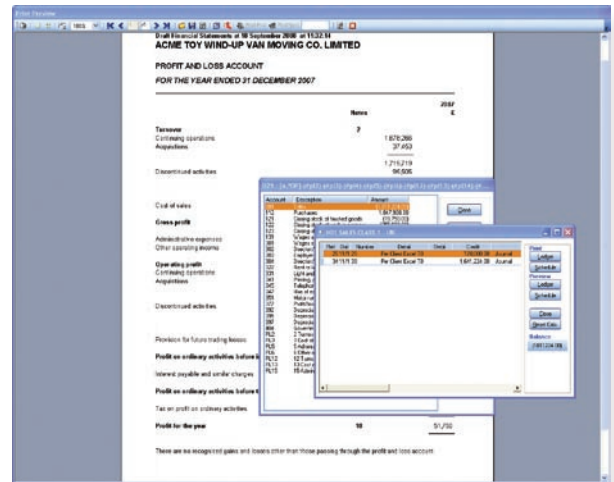
Optimised data entry is quick and easy for all staff

Customise final accounts

- **More choice** – It's possible to customise individual words, phrases and even punctuation that's commonly used in final accounts. This allows house styling to be preserved even when the formats are updated.
- **Practice preferences** – Notes and pages within the formats can be re-ordered to suit practice preferences.
- **Fine control** – Choose whether cash flow notes are included in the accounts pages or in the notes to the financial statements.

Review and amend accounts on screen

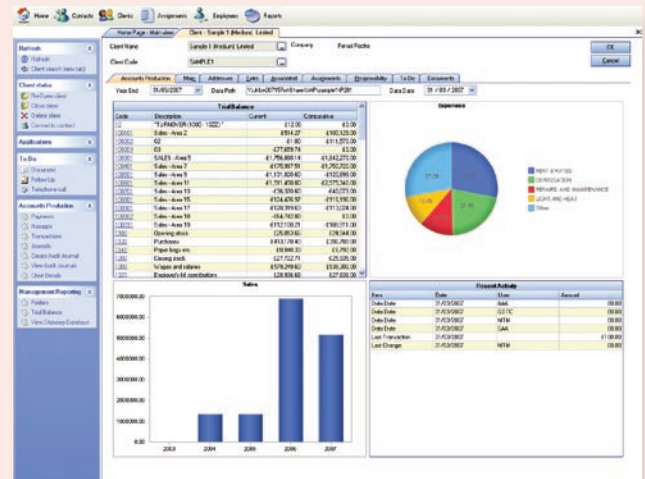
- **Drill-down** – From the preview of the final accounts it's possible to drill down to the underlying data. This makes it much easier to review and finalise accounts.
- **Right-click** – Right-clicking on any figure in the accounts will display the formula used to calculate it and show a breakdown of the nominal account balances that make up each total.
- **Personalisation** – Paragraphs within the accounts can be instantly personalised by right-clicking to edit the underlying text held in the comprehensive Statutory Database.
- **Meet client needs** – It's also possible to go directly to the accounts formats that control the disclosures, layout and text on each page of the accounts. You can amend individual pages to match specific client requirements.



Get a breakdown of nominal account balances by drilling down from the final accounts

Harness client and practice information with CCH Central

- **Common environment** – CCH Central brings the CCH products together, enhancing individual applications and extending the CCH ProSystem Suite.
- **Personalised** – CCH Central allows everyone in the practice to see exactly the information they need, brought together in one place on customisable "home pages".
- **Speed and simplicity** – The browser-style environment delivers rich functionality with instant ease of use. Drill down to the detail with a single mouse click.
- **Reporting** – Cross-product reporting brings client and practice information to life, opening up new markets and opportunities.
- **Save time** – Spend less time maintaining client information with a single point of entry for data.



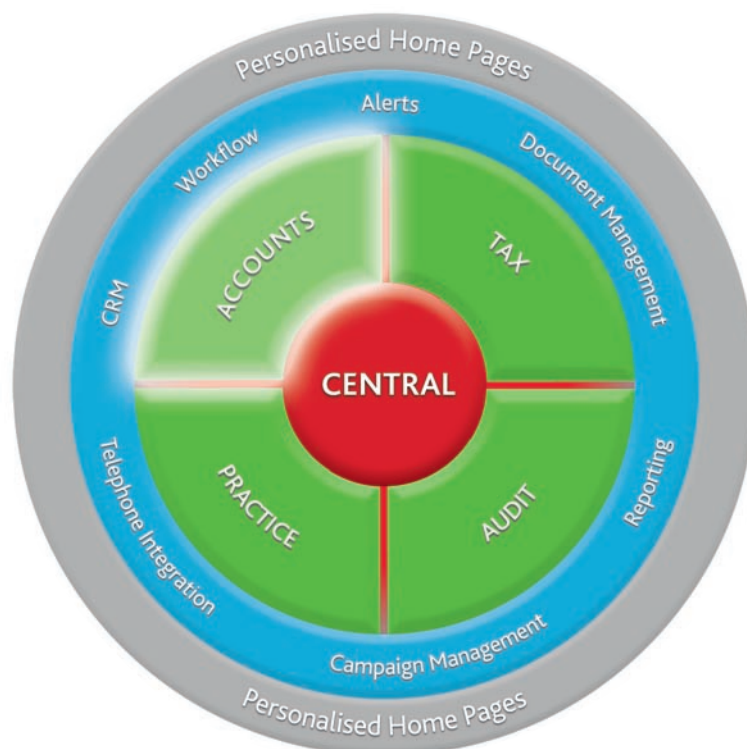
Build a home page in CCH Central to bring together all the information you need in one place

Putting integrated data to work

CCH Central integrates applications in the CCH ProSystem Suite to create something that's much more than the sum of its parts.

Its intuitive interface makes it easy for everyone – even occasional users – to use. A single point of entry means less time setting up and maintaining client data, and fewer errors.

Personalised “home pages” collect data from across the Suite and bring the information together on a single screen. You and your staff get the complete client picture all the time, without having to swap between individual programs.



Not only is data shared across the Suite, but so are core functions, such as workflow, reporting and alerts.

Cross-application reporting

Even non-technical users can construct comprehensive reports using information drawn from multiple CCH applications, simply by dragging and dropping fields. Cross-application reporting unlocks the information you already hold within the practice.

Monitor key information

Overdue information or impending deadlines – whatever you need to monitor, the software can keep an eye on it so you don't have to. Alerts can be sent by email to any number of individuals within, or outside, the practice.

Make your marketing count

Any significant piece of information about your clients or prospects – including relationships between them – can be captured, used for your marketing campaigns and reported on.

About CCH

CCH enjoys a unique position within the tax and accounting communities, having provided them with first class business solutions for more than 100 years. In April 2008 Wolters Kluwer established CCH in Ireland by acquiring MYOB Ireland. CCH now services more than 3,000 professional firms of all sizes across Ireland and the UK, from sole practitioners to most of the top 100 accounting practices.

A wide variety of products and services are available – from software, professional development programmes and fee protection services to training and consultancy, reference books, CDs and online information.

Whether you're looking to build client relationships, improve your firm's profitability, develop new revenue streams or reinvigorate your business processes, CCH have solutions that can help.

The CCH ProSystem Suite

Central

The core products within the CCH ProSystem Suite work within CCH Central.

CCH Central provides a single point of entry for data, and enables cross-product reporting and data mining. Personalised home pages allow individuals to bring together all the information they need on a single screen.

Practice Management

CCH Practice Management helps partners and practice managers organise staff resources and maximise chargeable time. The software supports multiple offices and remote data entry and enquiry for staff working offsite.

Document Management

CCH Document Management stores and manages the full range of documents used by an accounting practice, giving 24/7 remote access to client files. Sophisticated search options and integration with Microsoft Outlook make it easy to find and use any item of client correspondence.

Audit Automation

CCH Audit Automation automates the process of conducting an audit, minimising risk, enforcing standards and reducing costs. Paperless working allows tasks to be divided easily between staff.

Tax

Through market-leading tax applications, CCH provides an integrated solution to tax administration and planning for individuals and companies, together with a company secretarial function.

■ CCH Personal Tax IE ■ CCH Corporation Tax IE

Accounts Production

CCH Accounts Production turns raw accounting data into finished statutory accounts quickly and cost effectively. Regularly updated accounts formats are available for a wide range of entities, including sole traders, partnerships and limited companies.

Want to know more?

For more information about CCH Accounts Production or any of the other CCH products and services:

- Call us on 01 460 4718
- Send an email to info@wolterskluwer.ie
- Visit www.ie.cch.com