



PS Financials
Powering Better Business Decisions

Emailing Suite



Automate the distribution of documents with PSF Emailing Suite

Designed to manage the automatic distribution of outbound reports and documents to suppliers, customers, employees and partners.

The PSF Emailing Suite integrates with your preferred email service and the PS Financials Document Management system.

Output documents include Purchase orders, Remittance Advices, Sales Invoices and Debtor Statements. These documents can be printed or automatically emailed using the email address linked to the ledger account within PS Financials.

The application allows customised email notifications to be defined and associated with each document type.



Features of the PSF Emailing Suite

- ▶ Multiple contacts by account
- ▶ Audit/failed transmission reports
- ▶ Automatic attachments of documents and scanned images etc.
- ▶ Automatically attach documents (you have e-mailed) to the transaction or the account containing the (cc) carbon copy and (bcc) blind copy
- ▶ Dunning letters
- ▶ Can be broadcast to a group or individuals
- ▶ User defined message, signature and disclaimer
- ▶ Multi-currency
- ▶ Automatic back-up documents (e.g. to timesheets behind an invoice)
- ▶ Operates on internal and external e-mail system (e.g. Gmail, Outlook and Office 365)
- ▶ Sends in definable file extensions (e.g. PDF, WORD, EXCEL)

The Emailing Suite is an efficient and automated report/document distributor fully loaded with features

The Emailing Suite features the flexibility of:



Batch emailing or printing of reports



Powerful filtering to target a selection of documents



Generate reports from Microsoft SQL Server Reporting Services



Automatic attachment of reports/documents to PS Financials document or ledger account. Once a document has been sent via the PS Financials Emailing Suite the attachment can be viewed within PS Financials against the ledger account or transaction

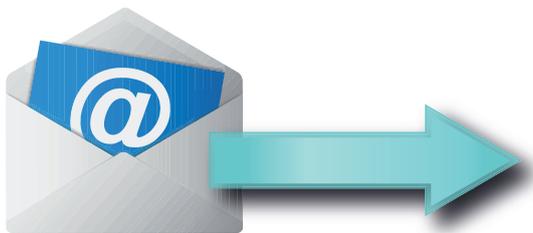


Automatic generation of remittances, statements, invoices, orders and dunning letters



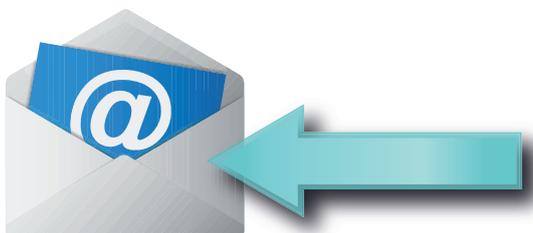
HTML editor to allow for custom email content

Systematic distribution of bespoke reports/documents:



Automate the distribution of documents including:

- ▶ Remittances
- ▶ Sales invoices
- ▶ Statements
- ▶ Dunning letters etc.



For an in-depth look into PS Financials' solutions, visit our website:
www.psf Financials.com/our-solutions

To find out how PS Financials can help you make better business decisions:
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