



# FACT SHEET



## e-Service „InfoView“

Use of the customer portal with 'live data' 24/7 - interactive reports

- security provided by encrypted internet data connection with password protection
- optional: customized reports with clearly defined parameters
- global 24/7 access to documents and reports made available
- possibility to send reports automatically as PDF file by email
- real-time data evaluation, i.e. a query on reports goes hand in hand simultaneously with a direct access to the database
- predetermined intervals for report generation e.g. time set each day at 8:00 a.m.





# FACT SHEET

## INFOVIEW e-Service

Anyone wishing to make effective decisions and optimize the productivity of their enterprise needs more than just data in statistical reports. There is a need for reliable information which can be located and analyzed with ease. Only in this way will you be able to take well-founded decisions and assure yourself of substantial benefits in the clash with the competition. In addition, all of your staff should benefit from access to the same information, and do so in a manner by which you are not burdened with additional costs.

As a portal for customers, we make use of Crystal Reports Server 2008 v1 from SAP. The functionality allows you, and staff authorized by you, access to ‚live data‘ 24/7 in an ERP system. You are thus able, for example, to enjoy access at any time to lists of open items, BWAs, personal expenses etc., and export these data, send by e-mail or print, and thereby respond rapidly and flexibly. All you need is a connection to the Internet and a web browser.

We therefore support you in every aspect of report management.

The reports and Excel tables initially configured you are naturally able to configure individually and adjust to your own requirements or the form of reporting adopted. (Economic analyses for a 12-month period, balance sheets, the profit and loss statement, lists of open items, statistical analyses, graphical presentations etc.).

Also possible is the migration of existing reports using data from the finance and accounts department which you currently utilize to the getsix online services system. With each initiation of ‚live data‘ from the ERP system these will be updated and remain available for download or further editing.

### CUSTOMER PORTAL – GETSIX INFOVIEW 24/7 e-SERVICE

Test access login:

In order to test the customer portal or familiarize yourself with its potential, it is possible to take advantage of our test access. All that is needed for this purpose is a web browser, e.g. Microsoft Internet Explorer or Firefox, and access to the Internet.

Test access web address:

<http://reports.getsix.pl>



# e-SERVICE „INFOVIEW“

## 1. LOGGING INTO THE SYSTEM

We offer getsix Infoview 24/7 eService in three languages, thanks to which every member of staff / user at your enterprise is able to work in the most convenient language version of the portal.

Course of action – logging in for test access:

The login data below should be provided in the entry mask. Attention should be paid to the use of upper and lower case letters.

For German language users:

Username: guest\_de

Password: guest\_de

For English language users:

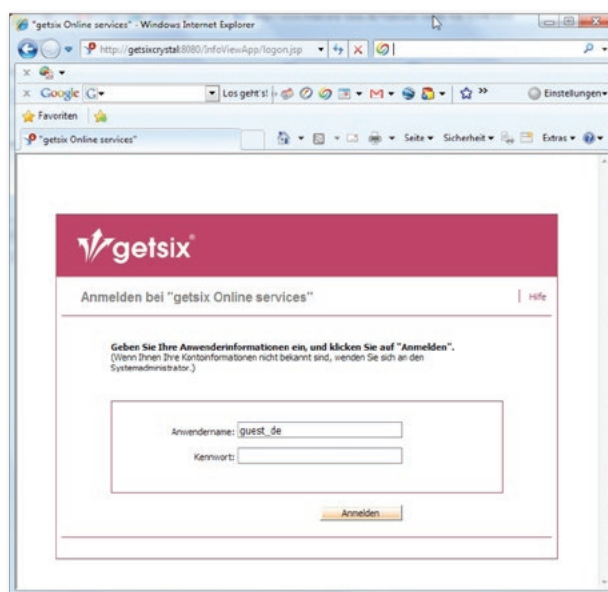
Username: guest\_en

Password: guest\_en

For Polish language users:

Username: guest\_pl

Password: guest\_pl





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## 2. NAVIGATION AND PERSONALIZATION

Once you have logged into the system, the following screen appears:



Click on the folder 'List of documents' and in 'Public folders' select the business 'Contoso', which was created by us for test purposes.



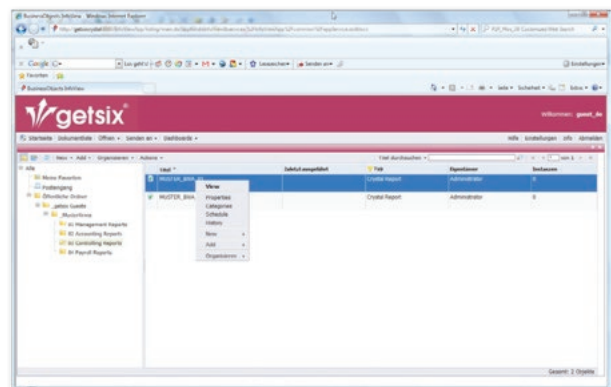
# e-SERVICE „INFOVIEW“

## 3. REPORT SELECTION

Test reports:

In the following categories created for test purposes...

- 01 Management Reports
- 02 Accounting Reports
- 03 Controlling Reports
- 04 Payroll Reports
- 05 Excel Files for LifeOffice



... it is possible to find examples of reports. To initiate a desired command, highlight a given report and click on it using the right mouse button. To display, for example, a report, click on ‚View‘.

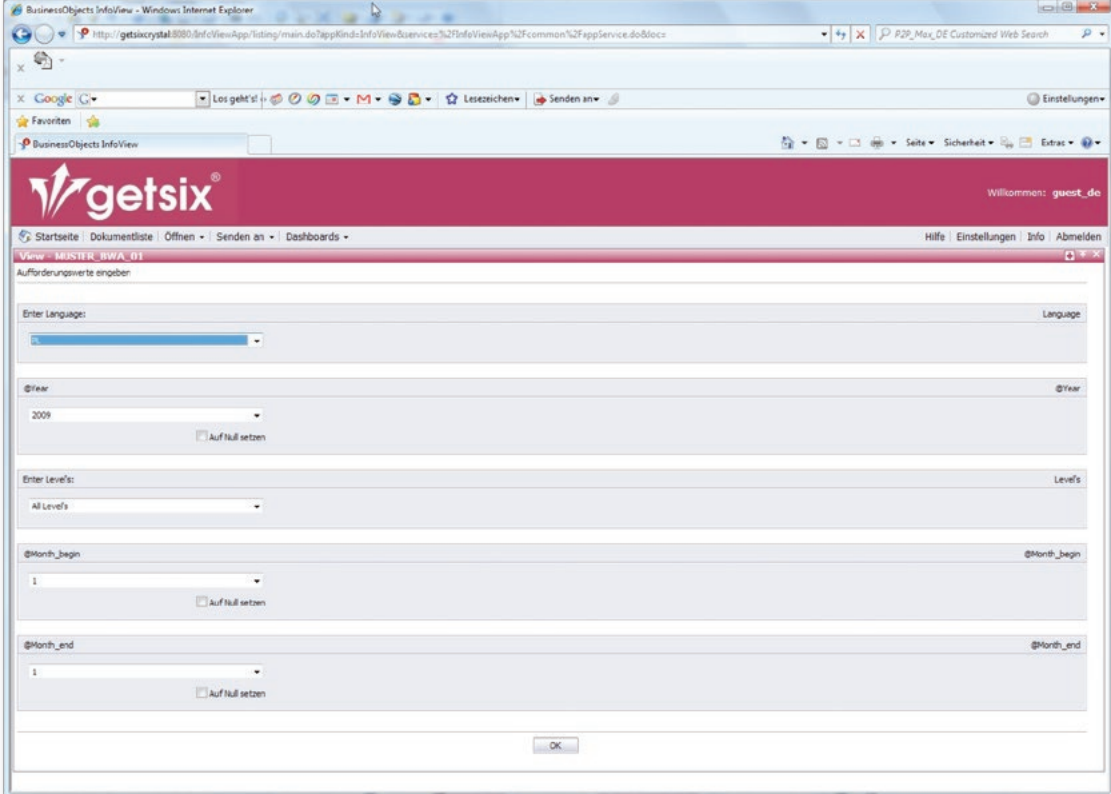
An entry mask then appears, in which you are able to select the data of interest to you. It is possible here, among other options, to select the language of the report or, by use of parameters, to view data for a selected period of time.



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## 4. SELECTION OF DATA

After clicking on ‚OK‘, a report will be generated and appear on the screen (see next window).



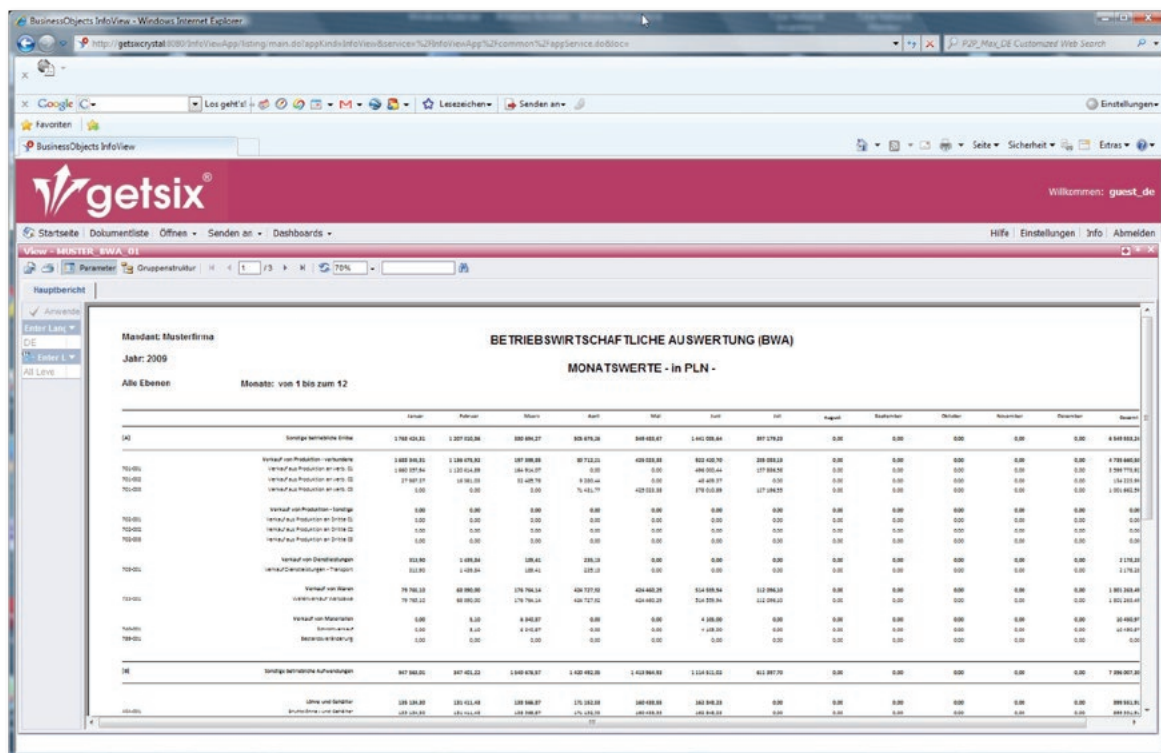


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## 5. PRESENTATION OF DATA

Various browsers enable the convenient conduct of analyses, supporting the user in viewing, filtering, updating and browsing reports. With the appropriate initial configuration it is also possible to export reports to other formats, e.g. PDF, editable RFT files and Excel tables.

Thanks to the drill down function in graphics and other report objects you will be able to check detailed data. Reports can be searched using specific criteria.



**Mandant: Musterfirma**  
**Jahr: 2009**  
**MONATSWERTE - in PLN -**

Alle Ebenen	Januar	Februar	März	April	Mai	Juni	Juli	August	September	Oktober	November	Dezember	Jahressumme
<b>(K)</b> Sonstige betriebliche Erträge	1.768.453,81	1.207.552,36	330.894,27	520.875,26	848.455,87	1.441.528,64	897.179,23	0,00	0,00	0,00	0,00	0,00	6.549.959,23
701001 Verkauf von Produktion - verkaufsfähig	3.602.266,81	1.138.479,81	187.999,88	87.712,21	428.029,81	822.450,70	228.929,21	0,00	0,00	0,00	0,00	0,00	4.726.869,61
701002 Verkauf von Produktion an Dritte (K)	1.902.197,94	1.120.544,89	184.763,07	0,00	0,00	488.596,44	127.894,93	0,00	0,00	0,00	0,00	0,00	3.724.197,26
701003 Verkauf von Produktion an Dritte (K)	17.807,87	18.915,91	12.236,79	8.333,44	0,00	48.459,37	0,00	0,00	0,00	0,00	0,00	0,00	124.133,84
701004 Verkauf von Produktion an Dritte (K)	0,00	0,00	0,00	74.117,77	422.029,37	276.500,89	127.284,51	0,00	0,00	0,00	0,00	0,00	1.051.942,54
701005 Verkauf von Produktion - Sonstige	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
702002 Verkauf von Produktion an Dritte (K)	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
702003 Verkauf von Produktion an Dritte (K)	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
702004 Verkauf von Produktion an Dritte (K)	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
703001 Verkauf von Dienstleistungen	853,80	1.488,24	128,42	229,13	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	1.170,23
703002 Verkauf von Dienstleistungen - Transport	512,80	1.428,24	128,42	229,13	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	1.170,23
703003 Verkauf von Waren	79.766,33	89.892,80	176.764,24	426.717,01	424.662,26	514.526,51	112.296,21	0,00	0,00	0,00	0,00	0,00	1.951.261,36
703004 Verkauf von Waren	79.766,33	89.892,80	176.764,24	426.717,01	424.662,26	514.526,51	112.296,21	0,00	0,00	0,00	0,00	0,00	1.951.261,36
704001 Verkauf von Material	0,00	0,00	0,00	0,00	0,00	4.188,00	0,00	0,00	0,00	0,00	0,00	0,00	4.188,00
704002 Materialerwerb	0,00	0,00	4.188,00	0,00	0,00	4.188,00	0,00	0,00	0,00	0,00	0,00	0,00	8.376,00
709001 Betriebsaufwand	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
<b>(K)</b> Sonstige betriebliche Aufwendungen	847.868,00	847.451,23	1.940.876,87	1.430.482,00	1.413.964,93	1.114.812,52	611.897,70	0,00	0,00	0,00	0,00	0,00	7.286.897,25
<b>(K)</b> Zinsen und Zinsaufw.	128.128,00	128.128,00	128.128,00	128.128,00	128.128,00	128.128,00	128.128,00	0,00	0,00	0,00	0,00	0,00	896.916,00
<b>(K)</b> Zinsen und Zinsaufw. (sonstige)	128.128,00	128.128,00	128.128,00	128.128,00	128.128,00	128.128,00	128.128,00	0,00	0,00	0,00	0,00	0,00	896.916,00



# e-SERVICE „INFOVIEW“

## COMPILATION AND DISTRIBUTION OF REPORTS AT A DESIGNATED TIME

You are able to associate the compilation of reports with a designated time or specific events. In this way it is possible to arrange, to give one example, the automatic generation of lists of open items every day at 8.00 am and the dispatch of the same to several e-mail addresses selected by you in PDF format. You would thus find an updated list of open items in your inbox every day, with no need to generate or order a report. In addition, you are able to define the format in which reports are to be provided, e.g. Excel, PDF or RTF.

The following reports for the finance and accounts department are available as standard:

• Chart of accounts	Crystal Report (PDF)
• Balance sheet	Crystal Report (PDF)
• Profit and loss statement (GuV)	Crystal Report (PDF)
• Kontoauszug FIBU	Crystal Report (PDF)
• Account statement	Crystal Report (PDF)
• Economic analyses for 12 months, according to accounts (BWA)	
• Debtor open items, with or without detailed items	Crystal Report (PDF)
• Creditor open items, with or without detailed items	Crystal Report (PDF)

The following reports for the management accounting department are available as standard:

• List of cost centers	Crystal Report (PDF)
• Balance sheet	Crystal Report (PDF)
• Profit and loss statement (GuV)	Crystal Report (PDF)

## NOTES:

Selection parameters:

All reports have standard parameters allowing a selection of appropriate data to be made.





# e-SERVICE „INFOVIEW“

## COMPILATION AND DISTRIBUTION OF REPORTS AT A DESIGNATED TIME:

- An absence of dependence on time and place, and as a result optimal support in decisions made by you and your staff, who, via the Internet – and thus from any location – are able to browse, analyze and distribute reports.
- A constant reliability as regards information, thanks to convenient analysis of information which is up-to-date and possible to update at any time.
- A higher quality and reliability as regards information, thanks to a rapid provision of responses to commercial enquiries, in that reports with interactive functions and sorting facilitate access to necessary information.
- The option of adjusting levels of access, allowing precise assignment of group entitlements to specific users and providing easier security management.
- Efficient protection functions, which may be configured at the level of the user, group, location and order, guaranteeing that the appropriate staff will receive the appropriate information at the appropriate time.
- No need for customer-user connectors: one URL address is sufficient to allow your users direct, secure access independent of location to reports for the enterprise via the Internet, and thus from everywhere in the world; it is not necessary to install special ‚customer software‘ on staff computers.
- A saving on costs, thanks to a reduction in the allotment for making information available: compilation of reports with the use of a report schedule and their dispatch automatically to defined recipient e-mail addresses; in this way it is established when and how information relating to your enterprise will be drawn up.

The IT-Desk takes responsibility for support and will serve as a constant partner for dialogue, as well as being responsible for coordination of collaboration between your business and us.

In the event of further questions, we are at your disposal.

Contact us.



## BUSINESS:



BUSINESS  
SERVICES  
& CONSULTING

ACCOUNTING  
& PAYROLL

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& SERVICES

TAX  
& LEGAL

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### Memberships:



### Partnerships:



### Competencies:



### Certifications:

