

# The Accountant's Partner

The following is a partial list of the key features and benefits you can expect to enjoy with The Accountant's Partner:

Step by step tutorial & quick set up notes  
User friendly screens & on line help  
Easy to use & comprehensive



Real (on line) or batch time entry  
Clock generated time transactions  
Multiple time interval selections  
Multiple write up/down features

Multiple invoice formats  
Select invoice type by client  
User defined invoice text  
Client and staff budgets



Email client invoices  
Email client statements  
Email client letters  
Email client tax deposit notices

On demand billing  
Automatic fixed fee billing  
Complete/partial time billing  
Clock time billing

Complete invoice history  
Invoice reprinting capabilities  
Re-billing capabilities



Full featured accounts receivable  
Payment batch entry  
After the fact invoice entry

Finance charge calculations  
Transactions journal  
Accounts receivable history