

CORPORATE OVERVIEW

Accuracy Corporate Services Limited is engaged in setting up accounting information system, tax planning and advisory services to HK/China operations. With over seven years of history in these fields, our clientele are mostly manufacturers and trading companies. The company is operated by qualified accountant with solid working experience and experience gained from those Big 5 International Accounting firms.

On 2 October 2001, Accuracy Corporate Services Limited has been appointed the sole agent for distributing the accounting software “GL2K” in Hong Kong. GL2K has been upgraded from the DOS platform to the window environment. It is tailored made for Hong Kong SME since year 2000. In addition to the installation, training and full technical support of the “GL2K”, we are committed to help the client in setting their own accounting information system in a sensible manner and making a smooth transition to computerized accounting.

公司簡介

鑑準企業服務有限公司是一間專為中港兩地客戶提供會計系統電腦化、稅務計劃及顧問服務的公司。我們具有七年多的實際工作經驗，現在擁有的客戶主要為製造商及貿易公司。公司並由曾於五大國際會計師樓工作，擁有多年實際會計經驗及具專業資格之會計師經營。

在 2001 年 10 月 2 日，鑑準企業服務有限公司榮獲自 2000 年開發、專為香港證券市場交易而設的「啟航會計總帳」之香港總代理，不但可以提供「啟航會計總帳」之安裝、訓練及支援，還可以協助客戶制定有條理的會計資訊系統及流暢地過渡至電腦化會計系統。

GL2K DESIGN PHILOSOPHIES

This accounting software is specially designed for the use of an accounting department of 1 to 5 staff. GL2k do not focus on the operation control such as password control, posting, strict accounting period setting, standard period end procedures such that user cannot amend data in previous period

To us the accounting department of this scale, the segregation of duties

General ledger accounting software is a program that provide an interface for the user to systematically input the balanced vouchers using a structural chart of accounts, the program should also have sufficient space to handle the long description as required. User should be able to enter the data under the windows environment as if under the Text/DOS mode.

No posting is required

會計軟件是提供一個介面讓用戶在借貸平衡、規範會計科目號的控制下，結構化地輸入會計交易的完整傳票資料，包括有足夠位置輸入較長的交易摘要。再者用戶能在 Windows 平臺上以 DOS 模式進行輸入操作，用戶並不需過帳即可提供根據會計科目及發生時間的匯總報表（即；資產負債表、損益表、科目平衡表 / 試算表），按日期先後次序列出總帳明細列表（即 General Ledger）及已輸入之會計交易按 Voucher No.印出。

除此之外，系統亦應提供線上查詢功能，讓用戶能輸入特定的查詢條件，以在成千上萬的會計交易中找出相關的會計交易，僅此而已。

快捷方便、實用、穩定。因它是在為滿足一切會計日常工作的基礎上設計，並經過反復測試、改良之後而形成的。

概括來講就只有四個字：**快、易、穩、準。**

HIGHLIGHTS OF GL2K ACCOUNTING SOFTWARE

“Efficient& Convenient, Easy, Stable & Secure, Accurate” is our 4 major and basic principles in the design and development of GL2K.

Efficient/Convenient (GL2K focus on how to let the clerks input the vouchers smoothly)

- A voucher can be entered and saved smoothly by keyboard operation only. (Remember those old days of DOS that users can operate without using the mouse to select and click)
- User can add new journal type/code and accounts during the input of voucher.
- User can select to print voucher to specified printer at the same time user save the input voucher.
- User can press a function key to auto balance a voucher
- User can input analysis code to each line entry for job costing or any analysis purpose.
- Real time processing for all voucher entries. All relevant financial reports and enquiry will be updated instantly after the voucher is saved. No posting is required.
- Special enquiry function allow user to locate all those transactions having a user specified word/string in the Particular field or a user specified amount
- All reports can be pre-viewed on screen and export to Excel file format for further modifications.
- User can copy a chart of account from an existing company to a newly setup company.
- Unlimited years of transaction details can be retained for reports and enquires. No period end closing is required.

Easy

- There is **only 2 input screens** in GL2K and **an account clerk** (with basic bookkeeping knowledge such as LCCI elementary level) **can master the software within 20 minutes**.
- There are several sample charts of accounts available to be used in setting up new company's ledger.
- Support user-defined Journal Code and support both manual and auto-numbering voucher number.
- Support unlimited entries per voucher.
- Length of the Particular field per entry is 58 characters which provide sufficient space for description of transaction. (It can be theoretically extended to over 120 characters in length on request of user)
- Support voucher modification at any time.

Stable/Secure

- Simplified data files architecture that minimizes data corrupt during sudden machine failure/hangup. (*The only instance that corrupt data files is machine failure during the time the voucher is saved)
- File maintenance functions to rebuild corrupted data and index file.
- 2 access levels with password control : Supervisor and User.
- Supervisor can control which menu each user can access.

Accurate (Controls only placed on those critical areas to maintain data integrity)

- Strict balance checking before saving.
- User can define accounting period to control the transaction date input.
- Data files checking routines to highlight any data integrity problems.
- Year 2000 compliant.

「啟航會計總帳」軟件

在開發此套「啟航會計總帳」時，「快、易、穩、準」是我們主要的構想及理念。

快捷

- 設有快捷方便的查詢功能，可即時查閱詳盡的明細交易記錄
- 可在網絡上運作，由單用戶版本升級至多用戶版，只需簡單的手續，所有資料在升級後可繼續使用
- 聯機處理可供實時更新相關資料及報表
- 無需過帳程序即可提供各種會計報表
- 無限個交易年度之報表制作及查詢

易用

- 提供多公司、多用戶功能（無限個用戶名稱及密碼）
- 每個交易項目可輸入多行交易摘要
- 傳票/憑証可供修改及隨時輸入今天之前之傳票/憑証
- 提供工程成本功能，可計算每個工程之盈利
- 提供人手編碼或自動編碼系統，用戶可自訂傳票/憑証分類
- 每張傳票/憑証可輸入無限個交易項目
- 用戶自訂最多 10 個數字之科目帳戶
- 交易金額可達\$999,999,999.99

穩定

- 無限個用戶名稱及密碼記錄
- 設有檔案維護功能，可助用戶重整受損之檔案資料及重建索引文件

準確

- 自動加總及在存檔前核實結餘無誤
- 自動存檔，不受當機影響

SPECIFICATIONS FOR GL2K

Area	Special Features
General Information	<ul style="list-style-type: none"> ● Handle Multi-companies ● Lookup of code or name with speed search ● Interface can be in English, Traditional Chinese or Simplified Chinese ● Online processing for real-time updating of relevant data & reports. No posting is required ● User password & System password Encryption ● Compressed Backup System ● Data checking routines to check data integrity ● File maintenance functions to rebuild corrupted index file ● Unlimited years of transaction can be retained for reports & enquiry
Chart of Account	<ul style="list-style-type: none"> ● User-defined account number up to 8 characters (a mix of digit and character) ● Chart of Account Report ● Sample chart of accounts available for easy start-up of new companies
General Ledger	<ul style="list-style-type: none"> ● Double Entry System ● User-defined Journal Code up to 8 characters and Journal Name up to ? characters ● Manual or Auto-numbering of journal no / voucher no made up to ? digits ● User-defined accounting period (no restriction on length of accounting period) to avoid date input error ● Unlimited entries per voucher ● Extra analysis code for each entry for job costing or analysis purpose ● Transaction amount reaches 999,999,999.99 ● Press function key to auto-balance voucher ● Balance checking of voucher before saving ● Voucher printing automatically on save of voucher entry ● Support voucher modification at any time
Enquiry	<ul style="list-style-type: none"> ● On screen enquiry of account balance and user can drill down to account movements and detail breakdown of the selected account. ● Search and highlight those accounting transactions that match user specified criteria

Area	Special Features
Reports	<ul style="list-style-type: none"> ● All reports printing may be directed to screen, to printer, or to Excel file ● Voucher listing / Journal listing ● Account Ledger Report ● Trial Balance (showing Brought Forward, Transaction amount during the period, Period End Balance) ● Profit & Loss Account and Balance Sheet
Network	<ul style="list-style-type: none"> ● GL2K is network ready and can handle multi-user environment. ● Support Novell Netware 3.11 or above and Microsoft Network (Peer to Peer)
System Requirements	<ul style="list-style-type: none"> ● Pentium PC or above with minimum 32MB Ram that support Windows 95/98 ● 20MB of free Disk Space (depends on volume of transactions) ● A monitor that can display resolution up to 800x600 lines

「啟航會計總帳」軟件

「啟航會計總帳」軟件可應用在中小企業至大型企業。本軟件適合多用戶及可在 Novell 網絡上使用。另外，本軟件是一套集合不同會計性質的分類設計，以應付現今不斷變遷的商業環境及需要。在同一電腦上可用同一軟件同時操作多間公司的帳目。亦可提供軟件修改。

性質	特點	報表
基本資料	<ul style="list-style-type: none"> ● 可容納多間公司 ● 提供多用戶功能 (無限個用戶名稱及密碼) ● 快速搜尋編號或名稱 ● 用戶可自行設計多種報表格式 ● 所有報表均可輸出至打印機、屏幕、電子郵件或記存於檔案內供其他軟件等重新整理之用 ● 提供中文(繁體或簡體字)與英文之轉換 ● 壓縮備份 ● 用戶密碼及系統密碼加密 ● 設有檔案維護功能，可助用戶重整受損之檔案資料及重建索引文件 ● 聯機處理可供實時更新相關資料及報表 ● 無限個交易年度之報表制作及查詢 	
會計科目	<ul style="list-style-type: none"> ● 用戶自訂最多 10 個數字之科目帳戶 ● 可使用預先設定之會計科目，方便快捷 	<ul style="list-style-type: none"> ● 會計科目列表
會計總明細帳	<ul style="list-style-type: none"> ● 複式記帳系統 ● 提供工程成本功能，可計算每個工程之盈利 ● 提供人手編碼或自動編碼系統 ● 用戶可自訂傳票/憑証分類 ● 每個交易項目可輸入多行交易摘要 ● 每張傳票/憑証可輸入無限個交易項目 ● 交易金額可達\$999,999,999.99 ● 傳票/憑証可供修改及隨時輸入今天之前之傳票/憑証 ● 用戶自訂會計年度，以防錯誤輸入日期 ● 自動加總及在存檔前核實結餘無誤 	<ul style="list-style-type: none"> ● 會計傳票列印 ● 會計傳票列表 ● 會計明細帳列表 ● 交易摘要查詢 ● 試算表 ● 損益表及資產負債表