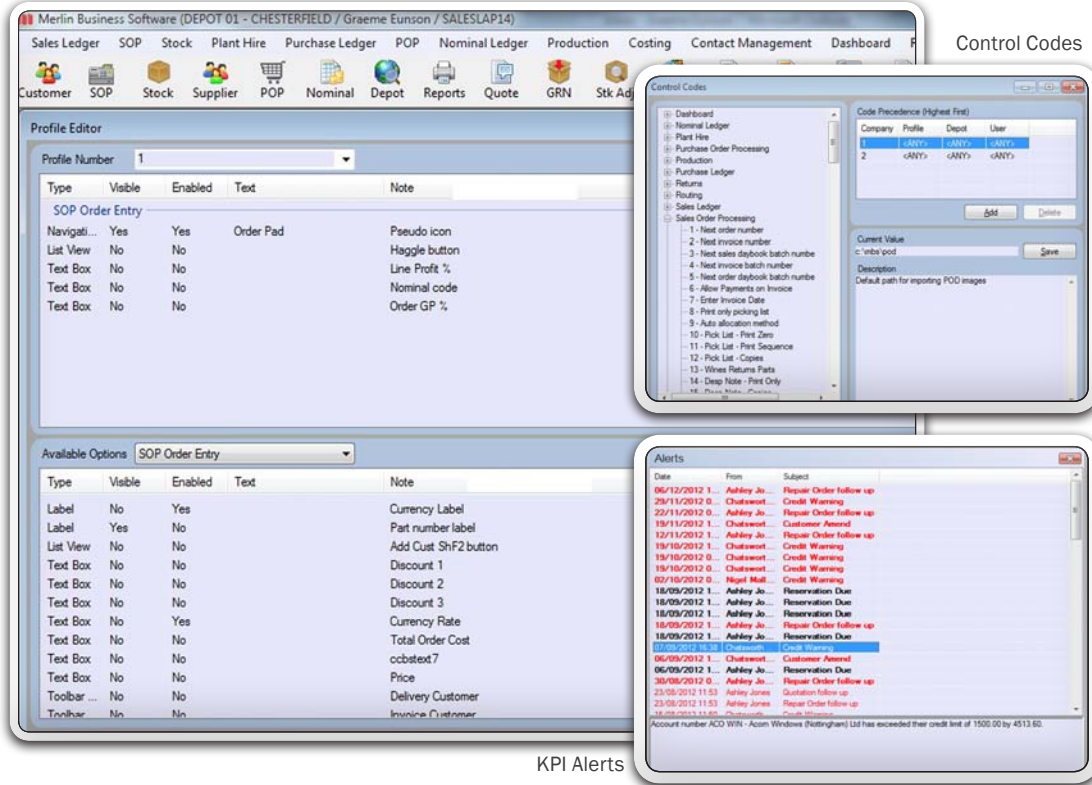


# System Management

The entire Merlin suite is controlled by the System Management Module that coordinates and administers the flow of data and tailors Merlin to meet the requirements of your company and the system's users.

Profile Editor



## Key Features ...

### Email and Fax

Save time and money on printing and postage

### Flexible Reporting

Choose from a predefined suite or build bespoke reports with Crystal Reports

### Control Codes

Customise Merlin to suit your business, without the need for bespoke modifications

### System Log

Merlin keeps a full audit trail of entries made on the system, perfect for when errors or discrepancies are found

### Personalisation

Customise layouts and add your logo to all outgoing documentation

### User Profiles

Manage access to all areas of the system at user and group level

## User Profiles and Personalisation

**MANAGE ACCESS TO ALL AREAS OF THE SYSTEM AT USER AND GROUP LEVEL** - User profiling allows you to limit your staff to viewing the relevant parts of Merlin needed to perform their role and at the same time enables you to protect sensitive information.

**PERSONALISATION OF MERLIN** Everything from embedding your logo on outgoing documentation and customising layouts to users having the ability to personalise how the information on screen is displayed.

## Control Codes

**TAILOR MERLIN TO BE SPECIFIC TO YOUR BUSINESS** - Governed by control codes the entire Merlin system can be specifically tailored

to meet the requirements of your business with simple on/ off switches.

## System Logging

### WHO, WHAT, WHERE, WHEN?

A full audit trail of all entries made in the system by user, depot, date and time gives management full traceability where errors and discrepancies are found.

## Alerts

Set to dynamically alert designated members of the team of potential problems in real-time, so immediate action can be taken, i.e.

- A salesman discounts too heavily
- A credit limit has been or is about to be exceeded
- When a special stock item is created

## Email and Fax

**SAVE HUNDREDS OF POUNDS ON PRINTING AND POSTAGE** - Set-up customer and supplier records with their preferred method of receiving documentation and let the system automatically take care of the rest.

## Reporting

### FLEXIBLE REPORTING

**Bespoke Reports** - Build and schedule specific bespoke reports utilising Crystal Reports

**Standard Reports** - choose from a suite of over 70 predefined reports available within the Merlin system i.e.

- Sales Order Reports
- Purchase Order Reports
- Financial Reports (including Trial Balance)
- Aged Debtor Report

