Product Feature Summary

	RetailBasics	RetailManager
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International Award Winner Software.

MYOB products are consistently recognised by our customers and the experts as the best solutions year after year.

Recommended system requirements

Installation:

- 1.5 GHz Pentium® 4 processor (or faster) with 512MB RAM or more
- Windows ® Vista Ultimate, Windows Vista Business or Windows XP, Professional (Service Pack 2)
- 10GB or more of free disk space
- 16-bit colour, 1024x768 screen resolution
- Backup solution such as CD writer, a DVD writer or a USB storage device
- A local or network printer to print dockets, reports, etc. If you will be printing bar code labels, a high-quality laser printer is recommended for best results
- Windows-compatible mouse and keyboarde

For more information, please contact our Customer Service team:

MALAYSIA:

Phone: 1 300 88 0883

Web: www.myob.com.my

SINGAPORE:

Phone: (65) 6505 6582

Web: www.myob.com.sg

INTERNATIONAL:

Phone: (603) 8991 0166

Web: www.myob.com.my

Onsite consultants

MYOB Professional Partner can visit your store and help with the total retail solution – from business needs analysis enquiries and software/ hardware implementation right through to aftersales service.

To search for an MYOB Professional Partner visit:

MALAYSIA:

www.myob.com.my/partners

SINGAPORE:

www.myob.com.sg/partners

Mind Your Own Business.

Mind Your Own Business.

The complete retail management system

- Email connectivity streamlines manual processes
- Customer Relationship Management tools enabling targeted marketing
- Integrate with MYOB accounting software

RetailManager

Mind Your Own Business.

When you're in retail, it can be a challenge keeping up to speed with your workload. A normal 'day at the office' can see you juggling stock management, customer service and sales, staff issues and more… and then, of course, you're trying to maintain a life outside of work.

Finding a software solution that helps you understand your business, as well as run it, is the first step to ensuring your business succeeds.

For fast sales processing

Processing sales takes just a few seconds with MYOB RetailManager. The sales screen options can be customised to suit your needs:

- Customise your payment types and change the order they appear in
- Skip fields to speed up the processing of sales
- Hide or lock fields you don't want your staff to access

RetailManager handles discounts, credit notes, gift vouchers, returns, quotes, sales orders and customer special orders.

You can also record sales using multiple tender types, such as taking part payment by cash.

Your complete inventory management tool

RetailManager allows you to classify your stock into Departments and up to 3 user-defined categories such as Style, Colour and Size. This makes stock replenishment and re-ordering a breeze.

Run stocktakes on single items, particular departments/categories, or on all items in your store. Print barcode labels for stock items and packing slips to use as checklists.

Set up low stock level warnings and automatically create purchase orders for stock that has fallen below its minimum quantity.

Configure Packages/Kits which allows you to create one master item which includes a number of other items as components. Great for gift stores and the like.

Streamline your stocktaking

Reduce stocktake time and minimise stock losses by keeping track of your inventory.

You can scan or type products in directly, and run a stocktake on the whole store, part of the store, or a single item.

You can also keep close tabs on theft and shrinkage.

Planning a promotion?

Run promotions with ease – just set up your start and end dates, and MYOB RetailManager will adjust promotional pricing automatically.

The promotional pricing feature enables you to:

- **Prepare in advance** – Set up a promotion, dates and times, to seamlessly start and end sale periods.
- **Set and alter your pricing** – Mark up, mark down or set a specific dollar amount for your promotions.
- Keep track of what's selling – Monitor the progress of a single or multiple promotion using the promotions activity report.
- **Save time** – The system automatically re-sets the normal selling price at the end of the promotion.

Reach your customers the easy way

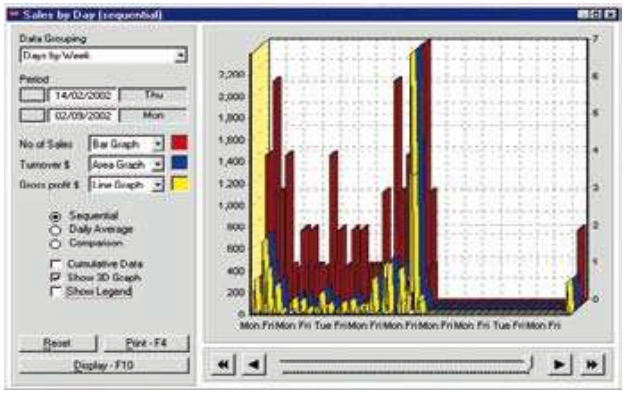
You can create customer contact groups and then use these groups to email promotional material, print mailing labels and bar code labels.

Email connectivity drastically cuts down the time it takes to send transaction documents to your customers and suppliers. With MYOB RetailManager you can streamline this timeconsumin process and simply email your orders, invoices and statements. You can also email special offers, newsletters, brochures and promotions.

The ability to print customer bar code labels lets you create membership cards for loyalty programs.

Retail-specific business analysis

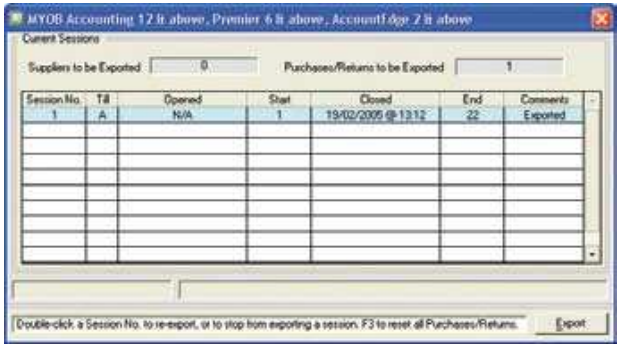
Capture sales, stock, GST, staff and customer information with every transaction for a detailed analysis of store performance.



Produce reports at point-of-sale

With a few mouse clicks MYOB RetailManager creates comprehensive reports to give you more insight into how your business makes profits and cash flow. It gives you the information you need to make the decisions that will turn your business into a success.

- Identify what's selling and what's not
- Report comprehensively on margins - where you're making money
- Understand how efficient your sellthrough process is
- Identify what you've marked down and when
- Manage your GST reporting more easily.

Integrates with your MYOB business management software

RetailManager works with most of MYOB's business management software, so that you can easily transfer the information you capture at the point of sale to your back office – saving time and money.