

Sage One Accounts Extra

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Introducing new Sage One Accounts Extra

Sage One Accounts Extra is an online accounting service for small businesses that want to manage international trade easily, control how they share accounts data with trusted colleagues and get real insights into their finances and future with business forecasts.

It's the latest addition to Sage One - our online accounting and payroll service designed to help you work with your clients.

Why online?

From online shopping, to online banking, more and more of us do business online. And that includes many of your clients who may be looking for an online solution to help manage their business finances and are likely to turn to you, their accountant, for advice.

Work anytime, anywhere

Because it's online, Sage One gives you and your clients flexibility to work together wherever and whenever you need to. All you need is an internet connection and you can collaborate and work on accounts or payroll on a PC, laptop, Mac, tablet or smart phone.

Secure and backed up

Working with Sage One means your clients' data is always secure and backed up. No more worries about losing accounts data or re-installing it from a backup disk.

And because it's online, using Sage One means you're always up to date. From being able to see your clients' latest financial figures without having to wait for them to send you their books, to always working with the latest version of the software, without having to worry about installing upgrades.

Sage One offers a choice of online accounts and payroll solutions from as little as £5 per month. All backed by our expert telephone support, 24 hours a day, 365 days a year.

Sage One provides:

- Online access – you and your clients can use it from anywhere with internet access
- Secure, backed up data available in an instant when you need it
- No need to install or upgrade anything ever
- 24/7 telephone support – all day, every day whenever you and your clients need our help

Why choose Sage One Accounts Extra

Sage One Accounts Extra is the new member of the Sage One family – our online accounts and payroll services for small businesses. It offers all the benefits of Sage One, with extra services that make it ideal for growing businesses with typically 5-25 employees.

Sage One Accounts Extra features:

Easy international trading

Many businesses deal with customers or suppliers overseas. Sage One Accounts Extra makes it really easy to keep track of foreign sales, purchases and VAT.

Your clients can produce invoices in foreign currencies or enter invoices received from their foreign suppliers, with exchange rates and any bank charges automatically calculated.

Sage One also helps your clients comply with VAT laws on selling goods and services inside and outside the EU.

- Record income and outgoings in multiple currencies
- Exchange rates and bank charges are calculated automatically
- Calculate VAT for EU and non EU sales and purchases

Greater accessibility and control

As businesses grow, owners realise they can't do everything but still want to maintain control. Sage One Accounts Extra opens up business accounts to multiple users, while offering control over exactly what each person can see and do.

- Allow trusted users access to your accounts data
- Control exactly what each person can see and do
- Maintain an audit trail to see what's happening to data

Manage more than one company

Sometimes it makes sense to split a business into more than one company, for tax, funding or logistical reasons. With Sage One Accounts Extra, you can set up two businesses under the same subscription.

Business owners can still control and manage access to the information contained in each set of company accounts.

Plan for the future with financial forecasts

Cash flow is critical for any business. Not only does Sage One Accounts Extra provide an accurate and up to date picture of business as it stands, but it also allows your clients to forecast their future cash flow status, and plan ahead.

Using repeating incomes and outgoings, and taking account of VAT payments where applicable, you and your clients can estimate how much cash the business will have and need in future.

- Estimate how much cash the business will have or need
- Use recurring invoices and payments to calculate net cash flow
- Tailor forecasts to suit business needs

Analyse business performance

When it comes to analysing costs and profits, many businesses want to break that down by department, project or other variables. Sage One Accounts Extra gives you complete flexibility to define how to analyse your accounts to see what areas of business are performing well and where there's scope for improvement.

For example, you could see how many sales each individual records by setting up analysis categories for each member of your sales team.

Koje Solutions & Certax Accounting (Leeds) use Sage One Accountant Edition to produce their accounts.

“We would recommend Sage One to other accountants because of the way it can help you build a better relationship with your clients.”



Manage data quickly and easily

We don't think that having accurate and up to date finances should mean you have to spend hours entering data. So with Sage One Accounts Extra, we've made it really easy to input data quickly and easily.

Quick entry tools allow you to enter high volumes of data, such as bulk purchases or invoices in one line, saving time and reducing errors.

And customisable views mean that users can quickly see the information they need, prioritising what's important to them and eliminating other distractions.

Faster and easier bank reconciliation

To help speed up bank reconciliation, your clients will be able to import business banking statements and automatically match them up with their accounts information.

This is such an important area for businesses, we're introducing it across the range of Sage One accounts online software.

Collaborate to work even more closely with your clients

Sage One now features 'collaborate' which makes it even easier to share data with your clients in a highly secure online environment. Helping you offer your advice and expertise based on up to the minute information.

- Ask your clients for information
- Monitor the progress of transactions
- Share files with your clients in a secure online environment
- Get notified of actions

Sage One Accountant Edition

Work online with your clients and access their data remotely and securely, in real-time.

We've kept Sage One jargon-free for your clients but the Accountant edition gives you the tools you need to deliver a personalised service.

- Free for accountants
- Manage clients using any Sage One service including new Sage One Accounts Extra

Sign up today:

Call **0845 111 1111** or visit **sage-exchange.co.uk**



For further information about Sage Accountants' Division please visit sage-exchange.com

Existing Sage customers - **0845 111 1111**

New customers - **0800 092 8091**

Email - **exchange@sage.com**

Twitter - **[@sage_exchange](https://twitter.com/sage_exchange)**

If you'd like this information in an alternative format, call Customer Care on 0845 111 66 66 or email access@sage.com so we can consider your request.

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