

**Comparative Product Analysis Worksheet****Module/Subsystem****1. Overall System Attributes**

	<b><u>eTEK</u></b>	<b><u>Comp - 1</u></b>	<b><u>Comp - 2</u></b>
Has system been certified by Microsoft for Windows XP/XP Pro? Works on Vista?	Yes		
Has system been independently evaluated by CPA's?	Yes		
Was the first version designed for Windows (not DOS)?	Yes		
Date of 1st Windows release?	1992		
Is system fully integrated (no redundant data entry)?	Yes		
Can security be set up precisely by end-user?	Yes		
Can the main menu be configured by user/workstation?	Yes		
Is the accounting based on GAAP/automated double-entry posting?	Yes		
Does the system provide the user with both real-time/batch posting?	Yes		
Are audit trails on-line and pervasive?	Yes		
Is error log separate from code & data?	Yes		
Can use of system audit pin-point all actions by users?	Yes		
Direct links to MS Office applications?	Yes		
Ability to immediately fax or email reports?	Yes		
User-defined fiscal year?	Yes		

**2. Accounts Payable**

Are there any practical limits on the number of suppliers/vendors?	No		
Can suppliers be added "on-the-fly" during data entry?	Yes		
On-line, immediate drill down to source transactions?	Yes		
Ability to sort drill down results by wide range of criteria?	Yes		
Ability to print copy of invoice based on drill-down recall?	Yes		
Select specific invoices to be paid based on project/jobs/other criteria?	Yes		
Complete, supplier information database with YTD purchases.	Yes		
On-line payment history detail, current balance, aging & analysis?	Yes		
Flexible, immediate hand-written checks?	Yes		
Ability to enter multiple project/job cost accounts on same invoice?	Yes		
AP templates to allow automatically split/allocation of expenses?	Yes		
Ability to split expenses between jobs and GL accounts?	Yes		
Default GL AP accounts; with ability to override on any line item?	Yes		
Any limits on number of suppliers?	No		
Ability to define then charge/track expenses to equipment?	Yes		

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Ability to void checks?	Yes		
<b>3. Accounts Receivable</b>			
Wide variety of AR invoice types:	Yes		
Regular?	Yes		
Periodic?	Yes		
Time & Materials (Itemized Billing)?	Yes		
Contract/Progress Billing?	Yes		
AIA Billing (with automatic inclusion of customer change orders)?	Yes		
Any limit on number of AR accounts?	No		
Complete customer information database?	Yes		
Any limit on number of cash accounts?	No		
Ability to apply sales tax on a line item basis?	Yes		
Retainage?	Yes		
Sales tax reporting?	Yes		
Multiple project/job accounts can be billed on same invoice?	Yes		
Ability to add new customers "on the fly"?	Yes		
<b>4. General Ledger</b>			
Complete GAAP-based; accrual?	Yes		
User-defined chart of accounts?	Yes		
Flexible GL number segments (4 each of which may use up to 9 digits)?	Yes		
User-defined alphanumeric segment descriptions for each numeric value?	Yes		
Multi-company?	Yes		
Any limits on number of accounts?	No		
Any limits on number of different operating divisions, departments or products?	No		
Automatic consolidation of entities using common chart of accounts?	Yes		
Ability to define up to 366 user-defined fiscal periods/year?	Yes		
All source transaction line items provide links between job cost/GL accounts	Yes		
Ability to setup default GL accounts throughout system?	Yes		
Recurring journal entries?	Yes		
Ability to reverse journal entries?	Yes		
Automatic journal entry reversals?	Yes		
On-line check registers?	Yes		
Provision to define account number controls/acct ranges?	Yes		

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Ability to drill-down on all GL account details?	Yes		
Provision to reconcile + correct job cost vs. GL transactions?	Yes		
<b>5. Financial Reporting</b>			
All reports date-range driven (user can select any period of time desired)?	Yes		
Sales journal?	Yes		
Purchase journal?	Yes		
Trial balance; summary and detail for any date range?	Yes		
Gross profit analysis by division/department/product?	Yes		
Chart of accounts?	Yes		
Balance sheet, including comparative?	Yes		
Consolidated/divisional/department/product operating statements?	Yes		
Operating statements by period & YTD (including budget & prior year variance)?	Yes		
Tax liability reports?	Yes		
Can fiscal months/periods be kept open indefinitely (hard close is not forced)?	Yes		
Can closed periods be rolled back to post corrections/adjustments?	Yes		
User-defined financial reporting groups/summary total levels	Yes		
Fiscal periods: daily, monthly, 4-weeks, or user-defined?	Yes		
Ability to recall any and all closed and open fiscal periods for reporting?	Yes		
<b>6. Budgeting</b>			
Can setup financial budgets for all income and expense accounts?	Yes		
Built-in utility to allow budgeted amounts to be entered in various ways/spreads?	Yes		
Ability to import budgets from external files (Excel/Access)?	Yes		
Budgets for multiple operating divisions, departments, and product/service lines?	Yes		
System automatically rolls up lower level budgets as required?	Yes		
Comprehensive actual vs. budget variance analysis reporting; by period & YTD?	Yes		
Easy to use budget worksheets built-in?	Yes		
<b>7. Cash Management</b>			
Complete bank reconciliation is included?	Yes		
Uncleared checks report?	Yes		
Ability to select/analyze any beginning date/ending date range/any account?	Yes		
Any limits on the number of different bank accounts?	No		

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Cash requirements reporting/analysis?	Yes		
Statement of Cash Flows (GAAP-style)	Yes		
<b>8. Payroll</b>			
Fully integrated with GL for automatic labor cost distribution?	Yes		
Any limits on earnings & deduction types?	No		
Automatic splits between accounts as required?	Yes		
Complete employee records database?	Yes		
Can employees time be reported to any number of different jobs for same pay period?	Yes		
Employees can work on different jobs at different payrates during same pay period?	Yes		
User-defined workers comp, wage groups & wage classes?	Yes		
Ability to perform "quick time card" data entry?	Yes		
Standard time sheets?	Yes		
Broad range of pay periods for hourly and salaried employees?	Yes		
Ability to review payroll in advance, including distribution to job costing?	Yes		
Direct deposit payroll?	Yes		
Ability to combine hourly and salaried payroll in one run?	Yes		
Option to setup system to require job costs for all labor time records?	Yes		
Full-50 state, multi-county, multi-city + other tax jurisdiction calculations & reports?	Yes		
Complete W-2 and tax table updates included?	Yes		
SUTA & FUTA reporting?	Yes		
Built-in report wizard for custom labor reports for Unions?	Yes		
Certified payroll reports?	Yes		
Ability to void checks?	Yes		
<b>9. Job Cost / Project Management / Accounting</b>			
Fully integrated with GL, Payroll, AP, AR, Purchasing, Sales/Order Entry / Inventory?	Yes		
User-defined project/job/phase/task number and associated descriptions?	Yes		
Can import estimates from 3rd party estimating programs?	Yes		
Ability to enter estimated costs at any level?	Yes		
Ability to enter "estimates-to-complete" at any level, at any time?	Yes		
WIP and other reports automatically calculate % complete?	Yes		
Ability to charge the use of equipment to any level desired?	Yes		
Ability to charge non-payroll labor costs to any level desired?	Yes		
Change orders for sub-contractors and customers?	Yes		

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Ability to track both approved and pending change orders for subs & customers	Yes		
Any limits on the number of subs/project or job?	No		
On-line ability to compare all actual costs to estimates?	Yes		
Ability to drill-down to all source transactions "behind" all actual costs?	Yes		
Management reports than pin-point profitable and unprofitable projects/jobs?	Yes		
Complete billing/receipts analysis per standards of banks & bonding agencies?	Yes		
Built-in project/job report wizard?	Yes		
WIP reporting to any level desired?	Yes		
Analysis of subcontractor costs by project/job?	Yes		
Vendor analysis reporting?	Yes		
Direct costs analysis?	Yes		
Equipment/labor charges analysis?	Yes		
Equipment expense analysis?	Yes		
Use tax reporting?	Yes		
<b>10. Sales Order Entry</b>			
Ability to add new customers "on-the-fly"?	Yes		
Fully integrated with GL, Job Cost & Inventory?	Yes		
Work orders can be assigned/scheduled via MS Outlook?	Yes		
On-line drill-downs to source transactions; status of all orders?	Yes		
Backorders?	Yes		
Measurement of shipping performance?	Yes		
Order integrity allows only approved orders to be processed?	Yes		
Pick list generation?	Yes		
Ability for immediate ship & invoice?	Yes		
Ability to assign price levels by customer (tied into n-tier pricing/inventory)	Yes		
Sales quotes; later edited and/or approved as desired?	Yes		
<b>11. Purchasing</b>			
Fully integrated with job cost, inventory & AP?	Yes		
Ability to create and use master PO's?	Yes		
Ability to set and use automatic receiving function?	Yes		
Approved PO's included in analysis of total committed costs for projects/jobs?	Yes		
On-line drill down and reporting for all PO's by supplier and other criteria?	Yes		
Complete analysis reports by item, buyer & supplier?	Yes		

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Control over processing based on approval authority?	Yes		
Automatic inclusion for projected net inventory levels and valuations?	Yes		
Provision to add/edit shipping carriers?	Yes		
Automatic charge wording on PO's by order type?	Yes		
Date-driven receipts register by PO#, item, supplier & buyer?	Yes		
Provision for partial receipts/differing quantities?	Yes		
<b>12. Inventory Control</b>			
User-defined unit of measures?	Yes		
Any limits on number of items?	No		
N-tier pricing (no limits on the number of different prices a single item may have)?	Yes		
Kitting/assemblies?	Yes		
Non-inventory items (service charges/freight)?	Yes		
Min/max levels user defined?	Yes		
Any limits on inventory locations/groups within locations?	No		
On-line immediate access to item prices/locations/availability?	Yes		
Management reports to identify slow-moving/fast-moving stock?	Yes		
Ability to analyze by item, by buyer & supplier?	Yes		
Audit trails on any and all inventory adjustments?	Yes		
Fully integrated with GL, Purchasing and Sales.Order Entry?	Yes		
Material transfers?	Yes		
<b>13. System Security / Utilities</b>			
Ability to administer end-user desktop access options & permitted functionality?	Yes		
Company profile setup of default GL accounts, bank accounts, FICA & Medicare	Yes		
Ability to setup warnings and permissions for job costs for all modules?	Yes		
Prevent payment of AP for expired workers comp insurance and related?	Yes		
Ability to customize main menu / integration of other 3rd party programs?	Yes		
Sales tax specs for city, county, state and other jurisdictions?	Yes		
<b>14. Technical Features</b>			
Open source code licensed to user (not for resale); all versions?	Yes		
Industry standard use of Windows + Microsoft Office tool bars?	Yes		
Certified by Microsoft for Windows XP/Works with Vista?	Yes		

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Internal code well-documented; consistent object naming standards?	Yes		
Ability to connect to other databases (ODBC)?	Yes		
Ability to use 3rd party reporting tools such as Crystal Reports?	Yes		
Any limits on the ability to attach to other databases/entity books?	No		
Archive capabilities provided?	Yes		
Available as web-based, hosted system?	Yes		
Complete system error logs and user activity logs?	Yes		
<b>15. Training</b>			
On-line Help includes links to web videos for complex issues?	Yes		
Training FREE with all complete system purchases (all modules)?	Yes		
Available on web?	Yes		
Available on-site?	Yes		
Remedial available?	Yes		
<b>16. Technical Support</b>			
8 hours/day; M-F EST?	Yes		
Email and web 24x7?	Yes		
Toll-free 1-800 access?	Yes		
Provided only by eTEK employees?	Yes		
FREE FTP site provided to all customers for updates/downloads?	Yes		
At least 2/3 updates/year; no charge?	Yes		
Custom programming services available direct from company?	Yes		
Custom work fully warranted and included in product support agreement?	Yes		