

PONTEM®  
FUND  
ACCOUNTING  
SUITE

A Quick Overview

# WHO SHOULD USE IT?

- ◉ Counties, Cities, Villages, Townships
- ◉ Charter Schools
- ◉ Non-Profit Organizations
- ◉ Large or Small Organizations  
Pontem's scalable pricing provides *affordability* regardless of your organization's size



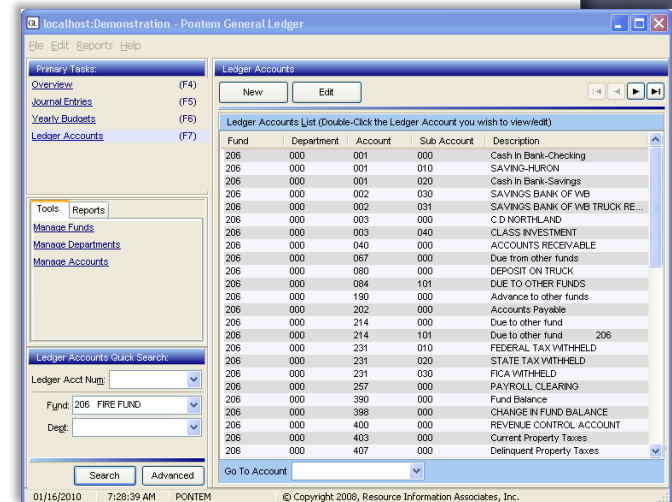
# SCALABLE MODULAR DESIGN

- ◎ General Ledger/Budgeting
- ◎ Accounts Payable
- ◎ Payroll
  - ◎ Imaging and Document Management Add-On
  - ◎ Integrated Time Management Add-On
- ◎ Cash Receipts / Management

# FLEXIBLE & POWERFUL FEATURES

## ○ General Ledger/Budgeting

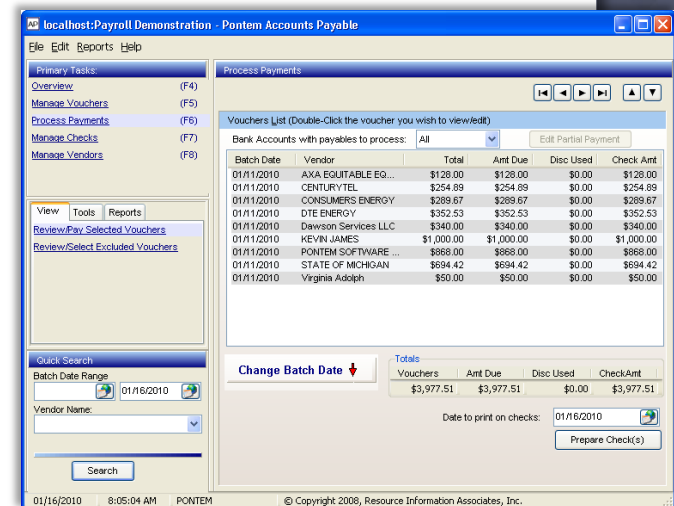
- Real-Time Posting Providing Up-to-Date Balances
- Easy to Use Budgeting
  - Unlimited Budget Amendments with Comments
  - Convenient Tools Make Budgeting a Snap
- Unlimited Transaction History
- Built-in State Chart of Accounts
- Numerous Flexible Reports
  - Customize with Built-in Report Writer
  - State-Required Reports (i.e. MI - F65)
- GASB-Compliant Chart of Accounts
- Automated Transaction Audit Trail



# PRECISE AND EASY TO USE...

## ○ Accounts Payable

- Validate Budget Balance at Invoice Entry
- One-step Processing of Payments from Multiple Banks
- Need to Void a Check? You've Got Options!
  - Void and Reissue Check
  - Void Check and Reopen Invoice Voucher
  - Void Check and Invoice Voucher
- Batch Process Checks or Print on Demand
- Customize Your Checks
  - Add Your Organization's Logo
  - Include an Electronic Signature
- Choose Cash or Accrual Accounting



# PRECISE AND EASY TO USE...

## ○ Cash Receipts/Management

- Enter Receipts Using User-Defined Transactions
- Create Receipt Templates for Interdepartmental or Recurring Receipt Functions
- Process Deposits with One Easy Step
- Manage Various Payment Methods
  - Cash Payments, Lock Box, and Credit Card
- Real-time Posting to General Ledger
- Customize Your Receipts
- Automated Bank Reconciliation

localhost:Demonstration\_CR - Pontem Cash Receipts

File Edit Reports Help

Primary Tasks

- Overview (F4)
- Manage Receipts (F5)
- Process Deposits (F6)
- Cash Management (F7)
- Manage Transaction Codes (F8)
- Manage Customers (F9)

View Tools Reports

- Review Cash Drawers
- Review Credit Cards
- Review Lock Boxes
- Review Deposited Receipts
- Review All Receipts

Quick Search

Payer Name: [Dropdown]

Status: [Dropdown] Payment Method: [Dropdown]

Receipt Date Range: [Start] [End]

Search Advanced

Manage Receipts

New Void

Detail View (Left-Click this header or press Alt-L to display the list)

Receipt Nbr: T0040139 Payer: FULLERTON BROS. CONSTRUCTION

Department: Treasurer Address: MCCANN BDLG. ZNG. PERMIT

Receipt Date: 11/09/2010

Transaction Date: 11/09/2010

Quick Code: [Dropdown]

Trans Code	Qty	Description	Amount	Memo
101609	1.00	ZONING	\$20.00	
669490	1.00	BUILDING PERMITS	\$165.32	

Payment Method: Cash Drawer 1 Total Due: \$185.32

Total Cash: \$0.00 Check Numbers: 1188 Check(s) Amount: \$185.32 Total Paid: \$185.32

Change Returned: \$0.00

Print Receipt Print Endorsement Save Cancel

01/18/2011 8:04:45 AM PONTM © Copyright 2008, Resource Information Associates, Inc.

# WORK SMARTER, NOT HARDER WITH PONTEM...

## ○ Payroll

- Comprehensive Employee Management and Payroll Set-up
  - Scalable Set-up Designed to Handle from the Most Simple to the Most Complex Payroll Requirements
  - Automated Direct Deposit for Deductions and Net Pay
- View Employee Check and Ledger Transactions from One Screen
- Fully-Automated Leave Time Accruals
- Image/Document Management Add-On
  - Maintain Electronic Employee File
- Integrated Time Management Add-On
  - Punch to Paycheck Automation
  - Extended Employee Benefit Management
  - Employee Self-Service

The screenshot displays the 'Pontem Payroll' application window. The main area shows a 'Detail View' for a specific payroll transaction. The employee's name is OLMSTEAD, PAUL E., with employee number 348 and department 410. The check date is 08/11/2009, and the pay period end date is 08/09/2009. The transaction date is also 08/11/2009. The address listed is 5752 N.E. County Line Rd., Long Lake, MI 48743.

Pay Type	Rate	Labor Category	Hours/Units	Amount	Date	Memo
Regular Pay	10.0500	410702	35.00	\$351.75		
Regular Pay	10.0500	569-261-704	12.00	\$120.60		
FICA Whid	0.0000		0.00	(\$29.29)		
Federal Whid	0.0000		0.00	(\$19.27)		
Medicare Whid	0.0000		0.00	(\$6.85)		
State Whid	0.0000		0.00	(\$20.55)		
Employer FICA	0.0000		0.00	(\$29.29)		
Employer Med	0.0000		0.00	(\$6.85)		

Summary: Gross: \$472.35, Taxes: (\$75.96), Deductions: \$0.00, Net: \$396.39

# UNPARALLELED CUSTOMER SERVICE AND SUPPORT

- ◉ Knowledgeable Support Specialists
- ◉ 24/7 Emergency Support
- ◉ Unlimited Remote Training and Support
- ◉ Free Upgrades - Including Next Generation Product Releases

*With Pontem's support plan, you not only receive GREAT service and support, you can rest assured you'll never have to purchase a new release upgrade again!*





# NAVIGATING THE SOFTWARE

## Access All Major Functions from One Screen

The main screen is divided into 3 areas.

**Primary Tasks:** Click to change what is shown in the main workspace. The workspace is where all your data will be displayed.

**View, Tools, and Reports Tabs:** Display relevant information for the primary task you've chosen.

**Quick Search:** Find information *fast!* Tailored to conduct common searches from the workspace view.

**Main Workspace:** Displays list views or detail views related to the chosen Primary Task.

localhost:Payroll Demonstration - Pontem Accounts Payable

File Edit Reports Help

**Primary Tasks:**

- Overview (F4)
- Manage Vouchers (F5)
- Process Payments (F6)
- Manage Checks (F7)
- Manage Vendors (F8)

**1**

View Tools Reports

- Review Open Vouchers
- Review Paid Vouchers
- Review All Vouchers

**2**

**Quick Search**

Voucher Status: all

Vendor Name: PONTEM SOFTW

Batch Date:

**3**

Search Advanced

**Vouchers**

New Copy Voucher Edit

Vouchers List (Double-Click the voucher you wish to view/edit)

Vendor Name	Address One	Vendor's Ref #	Batch Date	Balance Due
PONTEM SOFTWARE B...	215 DEXTER		07/20/2006	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		09/21/2006	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		10/20/2006	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		10/20/2006	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		12/21/2006	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		05/16/2007	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		10/19/2007	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		12/13/2007	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		05/22/2008	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		10/21/2008	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		12/04/2008	\$0.00
PONTEM SOFTWARE B...	215 DEXTER		05/21/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	87899	09/17/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	7899	10/08/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	809808	10/08/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	7789	10/29/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	8890	11/04/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	7899	12/15/2009	\$0.00
PONTEM SOFTWARE B...	215 DEXTER	9874	01/11/2010	\$868.00

**Main Workspace**

**Voucher Detail**

Description: annual support for all programs Voucher ID: 3075

Voucher Date: 12/01/2008 Total: \$2,545.00 Payments: \$2,545.00

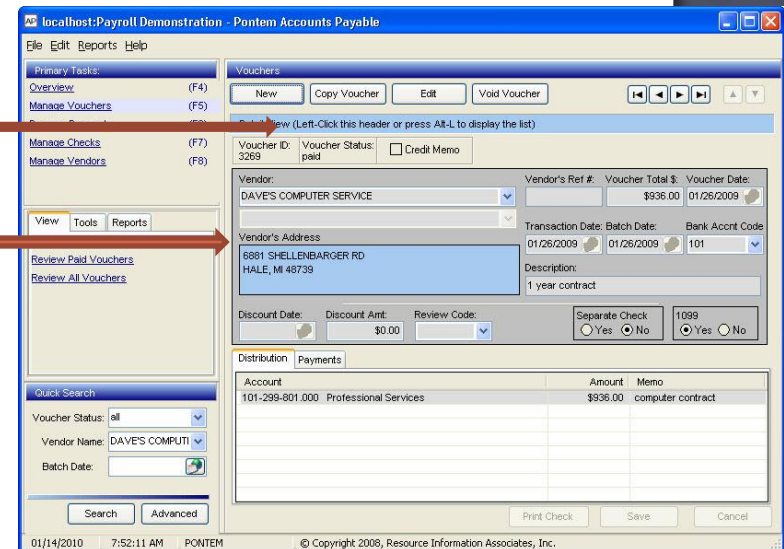
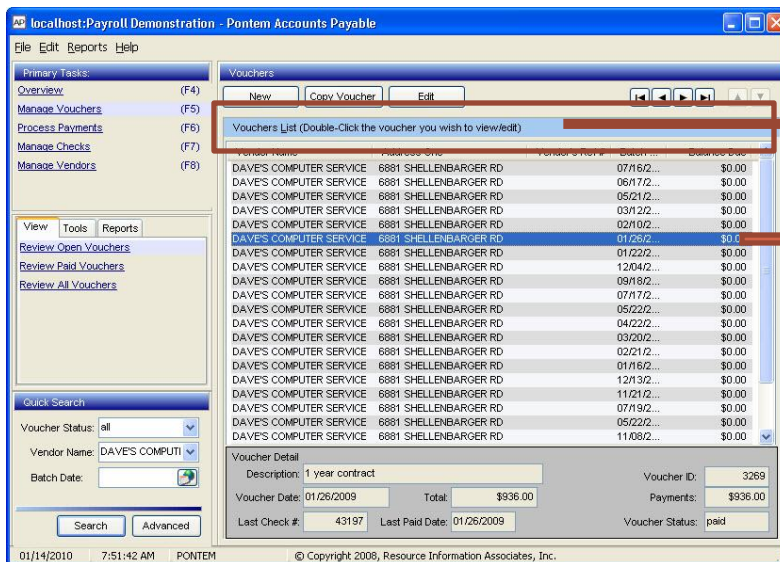
Last Check #: 43013 Last Paid Date: 12/04/2008 Voucher Status: paid

01/10/2010 1:26:30 PM PONTEM © Copyright 2008, Resource Information Associates, Inc.

# NAVIGATING THE SOFTWARE

## ◉ Toggle between “List” and “Detail” Views

Click a Primary Task list to view a list of the records in your database. From here you can either click on the toggle bar to switch to the Detail View OR narrow your list with ‘either a Quick or Advanced Search’ to find the records you’re looking for. Click on a record from the List View to display its detail record.



# NAVIGATING THE SOFTWARE

## ○ Tools and Reports Tabs

Dynamically changes with each primary task. Everything you need from *one simple screen*



### Tools Tab

Includes items such as customization of user defined tables, periodic processes (1099's and W-2s) and data exports.



### Reports Tab

No more searching for reports. Customize each primary task view with your favorite, frequently used reports.



# MANAGING YOUR DATA

- ◎ Powerful Database
  - Open Source
  - ODBC- and SQL-Compliant
- ◎ Built-in Standardized Chart of Accounts
  - Local Government (Michigan, Illinois)
  - Michigan Schools
  - Or Build Your Own

*Note: If your State has a standardized chart not listed above, Pontem will build it for you!*

# MANAGING YOUR DATA

- Real-time Integration Between Modules  
Providing Accurate Up-to-the-Minute Balances
- “Smart” Data Entry Helps to Avoid Mistakes
  - Notification of Insufficient Budget for Invoices
  - Warning of Dates Entered in Prior Fiscal Year
  - Tests “In Balance” Condition of Journal Entries
- Maintains Complete Audit Trail for Changed Transactions
- Ultimate Flexibility with User-Defined Tables and Fields

# ROBUST SEARCHES AND REPORTING

## Quick Access to Your Data is Crucial

- Retrieve Information with Easy to Use Searches
  - Quick Search - *Find Information FAST!*

Tailored to conduct common searches. Each workspace view has its own customized “Quick Search”.

Enter your criteria to quickly display a results list.

The screenshot displays the 'localhost:Payroll Demonstration - Pontem Accounts Payable' window. The interface includes a menu bar (File, Edit, Reports, Help) and a 'Primary Tasks' sidebar with options like Overview (F4), Manage Vouchers (F5), Process Payments (F6), Manage Checks (F7), and Manage Vendors (F8). The main area shows a 'Checks List' table with columns for Date, Check #, Payee, Amount, and Status. A 'Quick Search' dialog box is open, allowing users to filter by 'Check Date Range' (01/01/2009 to 09/30/2009), 'Vendor Name' (CONSUMERS ENERGY), and 'Check Status' (All). The table lists various checks from 01/22/2009 to 06/16/2009, all for 'CONSUMERS ENERGY'.

Date	Check #	Payee	Amount	Status
01/22/2009	4017	CONSUMERS ENERGY -	\$355.27	Open
01/22/2009	2243	CONSUMERS ENERGY -	\$217.95	Open
01/22/2009	2312	CONSUMERS ENERGY -	\$304.24	Open
02/19/2009	43252	CONSUMERS ENERGY -	\$1,347.48	Open
03/02/2009	4046	CONSUMERS ENERGY -	\$311.75	Open
03/02/2009	43272	CONSUMERS ENERGY -	\$1,081.38	Open
03/02/2009	2069	CONSUMERS ENERGY -	\$171.79	Open
03/02/2009	2321	CONSUMERS ENERGY -	\$314.16	Open
03/19/2009	43309	CONSUMERS ENERGY -	\$1,649.47	Open
03/19/2009	2323	CONSUMERS ENERGY -	\$260.23	Open
03/24/2009	2072	CONSUMERS ENERGY -	\$181.41	Open
04/01/2009	4069	CONSUMERS ENERGY -	\$267.40	Open
04/01/2009	43380	CONSUMERS ENERGY -	\$342.12	Open
04/23/2009	4075	CONSUMERS ENERGY -	\$278.76	Open
04/23/2009	43443	CONSUMERS ENERGY -	\$1,920.97	Open
04/23/2009	2075	CONSUMERS ENERGY -	\$210.30	Open
04/23/2009	2331	CONSUMERS ENERGY -	\$176.82	Open
05/21/2009	4093	CONSUMERS ENERGY -	\$248.61	Open
05/21/2009	43533	CONSUMERS ENERGY -	\$1,849.94	Open
05/21/2009	2334	CONSUMERS ENERGY -	\$123.73	Open
05/21/2009	2079	CONSUMERS ENERGY -	\$203.85	Open
06/16/2009	2081	CONSUMERS ENERGY -	\$201.08	Open
06/16/2009	5339	CONSUMERS ENERGY -	\$60.20	Open

# ROBUST SEARCHES AND REPORTING

- Need to Dig a Little Deeper with Your Search?
  - Advanced Search is the Perfect Solution!

Advanced Search filters provide powerful, yet easy to use capability to build complex, compound queries.

Display the results on a list view , then click on a record to display more detailed information.

Advanced Search filters are also used for defining information you want to print on a report.

You can even name and save filters for frequently used searches!

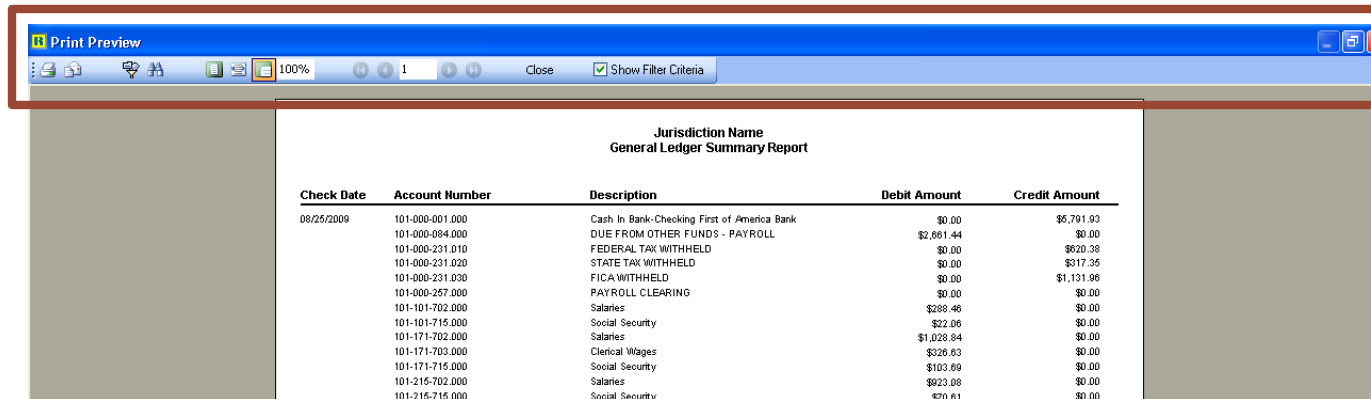
The image displays three overlapping screenshots of the 'Employee Filter' dialog box. The top window shows the 'UDFs' tab with fields for 'Special Needs', 'Alpha #2', 'Alpha #3', and 'Alpha #4', along with 'Numeric #1' through 'Numeric #4'. The middle window shows the 'Additional' tab with options for 'Selected Ethnicity' (American Native, Asian, Black or African American, All Ethnicity) and 'Selected Classes' (MERS 01, MERS 02, MERS 10, All Benefit Classes). The bottom window shows the 'General' tab with fields for 'Employee Number', 'Employee Address', 'Hire Date', and 'Termination Date', along with options for 'Selected Departments', 'Active/Inactive', 'Pension/No Pension', and 'Selected Unions'. Each window has 'Save Filter' and 'Delete Filter' buttons at the bottom.

# ROBUST SEARCHES AND REPORTING

## Dynamic Reporting Tools

### Print Preview Tool Bar

- Print (Including 'Print to File' in Various Formats)
- Automatically Create PDF and E-mail
- Re-filter with New Criteria
- Find Text or Phrases Within Report



The screenshot shows a 'Print Preview' window with a toolbar at the top. The toolbar includes icons for back, forward, and search, along with a 'Close' button and a 'Show Filter Criteria' checkbox. The report content is titled 'Jurisdiction Name General Ledger Summary Report' and contains a table with the following data:

Check Date	Account Number	Description	Debit Amount	Credit Amount
08/26/2009	101-000-001.000	Cash In Bank-Checking First of America Bank	\$0.00	\$5,791.93
	101-000-094.000	DUE FROM OTHER FUNDS - PAYROLL	\$2,661.44	\$0.00
	101-000-231.010	FEDERAL TAX WITHHELD	\$0.00	\$620.28
	101-000-231.020	STATE TAX WITHHELD	\$0.00	\$317.35
	101-000-231.030	FICA WITHHELD	\$0.00	\$1,131.96
	101-000-257.000	PAYROLL CLEARING	\$0.00	\$0.00
	101-101-702.000	Salaries	\$288.46	\$0.00
	101-101-715.000	Social Security	\$22.06	\$0.00
	101-101-702.000	Salaries	\$1,028.84	\$0.00
	101-171-703.000	Clerical Wages	\$326.63	\$0.00
	101-171-715.000	Social Security	\$103.69	\$0.00
	101-215-702.000	Salaries	\$923.08	\$0.00
	101-215-715.000	Social Security	\$70.61	\$0.00



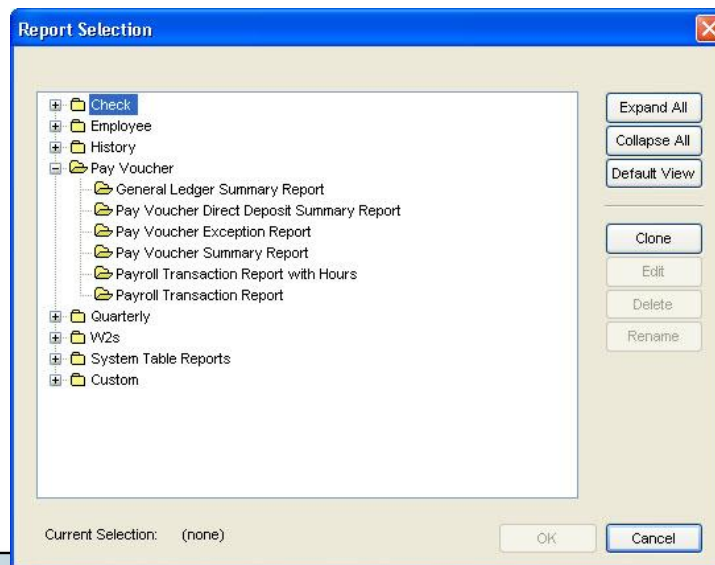
# ROBUST SEARCHES AND REPORTING

## Dynamic Reporting Tools

- Report Selection with Organized, Expanding Views
- Built-in Report Writer for Customizing Your Forms

Open one folder of reports or expand them all to view your report selections.

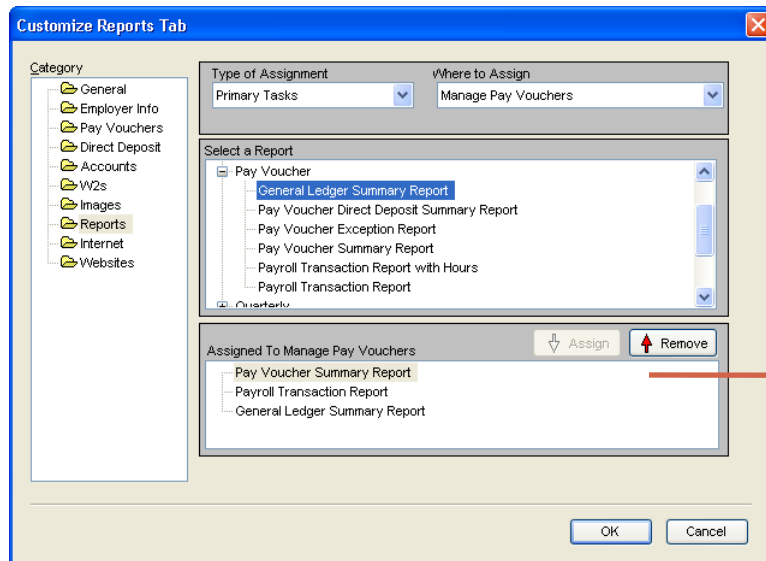
Customize reports and forms with your organization's logo for a truly professional look.



# ROBUST SEARCHES AND REPORTING

## Dynamic Reporting Tools

- Customize Reports Tab on Each Workspace with Your Frequently Used Reports



# ROBUST SEARCHES AND REPORTING

## Reports, Reports, Reports!

- Including State-Required Reports
  - Local Government Michigan F65
  - Charter Schools - Electronic FID

**Jurisdiction Name**  
**Standard Budget Report**  
**June 2009 Expenditures**

Account No.	Account Title	Y.T.B.	Budget	Variance	Percent
<b>Fund: GENERAL OPERATING FUND</b>					
<b>Part: Recreation and Culture</b>					
101-701-000	Salary per Ann	98.00	1,950.00	1,950.00	40.40
101-701-000	Salaries and Wages	202.00	4,000.00	3,797.97	41.51
101-701-000	Travel	41.28	177.43	136.15	36.41
101-701-000	Travel and Travel Expenses	1.00	94.00	92.99	24.20
101-701-000	Travel per Diem	11,824.28	302,899.10	291,074.82	76.74
101-701-000	Travel and Lodging	48.00	2,000.00	1,952.00	51.05
101-701-000	Manufacture	120.00	1,000.00	880.00	22.50
101-701-000	Capital Outlay	13,894.37	100,123.44	86,229.07	22.24
<b>Total Recreation and Culture</b>					
<b>Other Functions</b>					
<b>Fringe Benefits</b>					
101-601-000	Health Insurance	1,308.25			
101-601-000	Retirement Contributions	1,308.25			
<b>Total Fringe Benefits</b>					
<b>Insurance</b>					
101-000-000	Insurance	0.00			
<b>Total Insurance</b>					
<b>Contingency Fund</b>					
101-000-000	Contingency Fund	0.00			
101-000-000	Contingency Fund	0.00			
<b>Total Contingency Fund</b>					
<b>Total Other Functions</b>					
<b>Total Expenditures</b>					

January 16, 2010 11:27 am

**Jurisdiction Name**  
**Preliminary Budget Worksheet**  
**Expenditures**

Account Title	2008-01 Actual	2008-10 Actual	2009-10 Budget	Percentage	Wagebase	Account No.
<b>Fund: GENERAL OPERATING FUND</b>						
<b>General Government</b>						
Salaries	1,954.98	100.00	1,950.00	1.56%	100,247,900.00	101-701-000
Social Security	0.00	0.00	100.00	0.00%	100,247,900.00	101-701-000
Other Expenses	0.00	0.00	100.00	0.00%	100,247,900.00	101-701-000
Printing	0.00	0.00	0.00	0.00%	100,247,900.00	101-701-000
Printing and Publishing	0.00	0.00	100.00	0.00%	100,247,900.00	101-701-000
Manufacture	0.00	0.00	100.00	0.00%	100,247,900.00	101-701-000
<b>Total Board of Review</b>		<b>1,954.98</b>	<b>100.00</b>	<b>1,950.00</b>	<b>1.56%</b>	
<b>Fire/Police</b>						
Salaries	24,000.00	6,401.50	24,000.00	26.67%	100,250,700.00	101-701-000
Other Expenses	0.00	0.00	10,000.00	0.00%	100,250,700.00	101-701-000
Social Security	2,022.16	693.20	10,000.00	0.00%	100,250,700.00	101-701-000
Other Expenses	0.00	0.00	0.00	0.00%	100,250,700.00	101-701-000
Printing	2,000.00	0.00	0.00	0.00%	100,250,700.00	101-701-000
Manufacture and Fees	75.00	0.00	100.00	0.00%	100,250,700.00	101-701-000
Manufacture and Fees	107.97	0.00	400.00	0.00%	100,250,700.00	101-701-000
Printing and Publishing	1,728.00	760.39	3,000.00	0.00%	100,250,700.00	101-701-000
Manufacture	49.00	0.00	400.00	0.00%	100,250,700.00	101-701-000
Capital Outlay	0.00	340.70	500.00	0.00%	100,250,700.00	101-701-000
<b>Total Fire/Police</b>		<b>28,762.97</b>	<b>7,422.65</b>	<b>42,400.00</b>	<b>46.66%</b>	

January 16, 2010 12:11 pm

**Pay Type Totals**

Wages Pay Type	Amount	Deductions Pay Type	Amount	Taxes Pay Type	Amount	Employer Taxes Pay Type	Amount
CENTRETRY	\$38.00	PERSON	(\$103.00)	Federal With	\$622.91	Employer FICA	(\$473.93)
INSPECTO	\$400.00			FICA With	(\$473.93)	Employer Med	(\$110.83)
Original Pay	\$4,062.28			Medicare With	(\$110.83)		(\$504.76)
SALARY	\$3,163.46			State With	(\$229.02)		
<b>Total</b>		<b>\$7,642.20</b>			<b>(\$1,335.29)</b>		<b>\$6,005.91</b>

Number of Males: 6  
Number of Females: 8

**ANNUAL LOCAL UNIT FISCAL REPORT FOR FISCAL YEARS ENDING BETWEEN JULY 1, 2008 AND JUNE 30, 2009**

County Name: \_\_\_\_\_ State: \_\_\_\_\_

Local Unit Name: \_\_\_\_\_

Local Unit Number: \_\_\_\_\_

Fiscal Year: \_\_\_\_\_

Page 1 of 1



# THANK YOU FOR YOUR INTEREST

**In an Era Where Every Day and Dollar Count,  
Pontem Can Make a Real Difference.**

- Call us at 888.742.2378
- Email [sales@pontem.com](mailto:sales@pontem.com)
- Visit our website - [www.pontem.com](http://www.pontem.com)

**We're Looking Forward to Hearing From You!**



888.742.2378

[www.pontem.com](http://www.pontem.com)

© Copyright 2011 Resource Information Associates, Inc., Makers of Pontem Software.