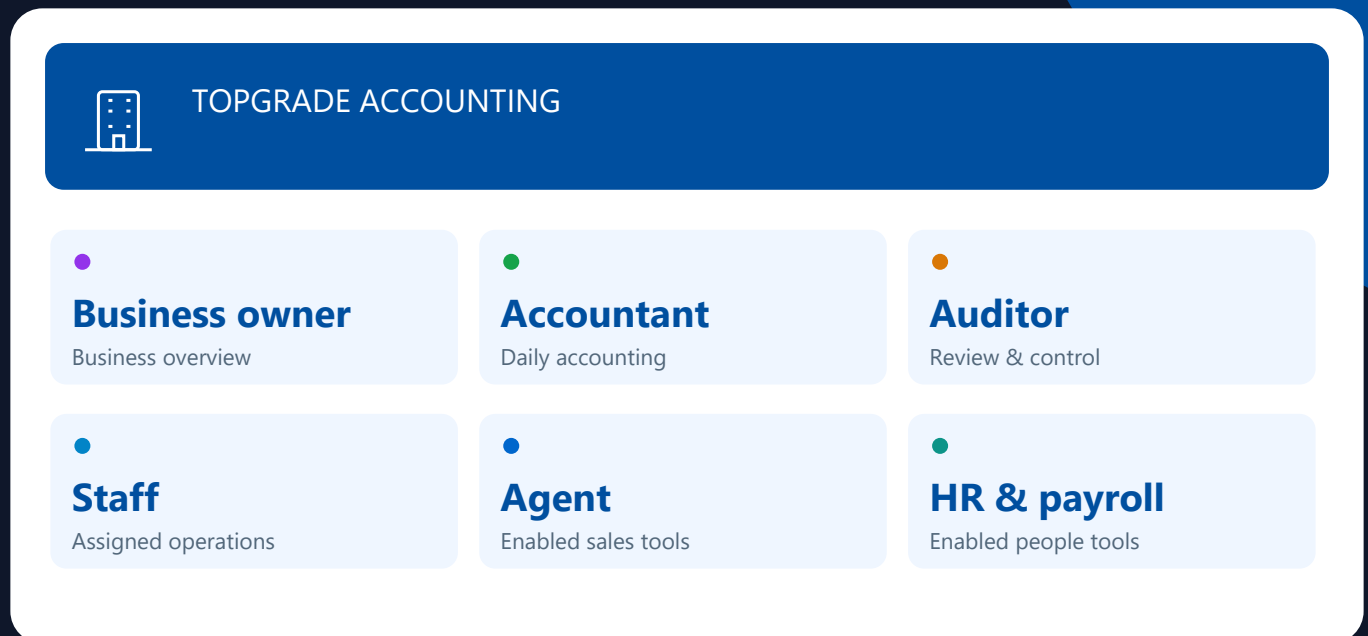




ACCOUNTING & BUSINESS MANAGEMENT

Know your numbers. Control your next move.

From everyday vouchers to financial statements.
A connected workspace for your business accounts.



Crisp vector recreation of the public portal graphic.
Access depends on company permissions and enabled modules.

LEDGER / BILLING / BANKING / REPORTS / CONTROL

Built for accountants. Useful for business owners.



THE BUSINESS CASE

Replace scattered records with a clearer routine.

Give daily finance work a structured path from entry to review.

01

Keep transactions connected.

Vouchers, contacts, invoices, bills and receipts provide the records behind your business balances.

02

Know what needs attention.

Review receivables, supplier obligations, cash movements and financial statements from the available reports.

03

Put responsibilities in place.

Use company access, permissions, approvals and accounting-period controls to support your working process.



THE DAILY WORKFLOW

Record. Review. Post. Then understand.

Follow a practical transaction through the accounts workspace.

01

1. Capture the activity.

Create the invoice, bill, receipt or voucher with the relevant accounts, contact and supporting details.

02

2. Apply the controls.

Review debit/credit totals, configured approval requirements and the accounting-period status before posting.

03

3. Follow the result.

Inspect the ledger, contact balance and applicable report. Use authorized correction or reversal actions when required.



BILLING & TREASURY

Stay close to the money coming in and going out.

A practical toolkit for accounts receivable, payable and reconciliation.

01

Sales and collections.

Prepare invoices, record receipts and payments, and investigate outstanding customer amounts through aging views.

02

Bills and spending.

Record supplier bills and expenses, follow payable balances and record settlement through the permitted workflows.

03

Cash and bank review.

Use day, cash and bank books. Import supported statement CSVs, run matching and review unmatched reconciliation lines.

Statement import and rules require setup; direct bank feeds are not implied.



REPORTS & GOVERNANCE

See the position. Investigate the detail.

Bring management questions back to the recorded accounting evidence.

01

Financial visibility.

Review trial balance, general ledger, income statement, balance sheet and cash flow, with supported report exports.

02

Plans and period control.

Review budgets and cost centers. Manage open, closed and locked periods using the authorized closing process.

03

Audit and integrity tools.

Investigate recorded activity, review posted-voucher integrity and export available evidence for further review.



CONFIGURABLE BUSINESS TOOLS

Start with accounting. Add the tools you need.

Choose the scope that fits your company and team.

01

Inventory and assets.

Maintain supported item and warehouse records, stock adjustments, fixed assets and depreciation actions.

02

Optional people and pay.

Enable payroll profiles, salary runs, payments, payslips, attendance, leave, timesheets and employee self-service as agreed.

03

Optional business extensions.

Enable property/CRM, client access and provider-configured messaging when these workflows fit your business.

Optional modules, feature flags, providers and commercial scope are confirmed during setup.



YOUR DEMONSTRATION

Make the demo about your daily business.

Use representative records to confirm the workflow before rollout.

01

Bring a simple business cycle.

Walk through one customer invoice and receipt, one supplier bill and payment, and their accounting effect.

02

Check the reports and roles.

Review account balances and aging, demonstrate preparer and approver responsibilities, and inspect period controls.

03

Agree the implementation.

Confirm opening data, taxes, optional modules, devices, integrations, migration, training and support requirements.



TAKE THE NEXT STEP

Explore the details. Plan your demo.

Scan the QR code for the complete customer guide.
Share the link with your accounts and management team.



24-page feature guide

Core finance workflows,
optional modules and
implementation planning.

READ THE FULL GUIDE

Visit topgradeaccount.com/signup

Discuss the modules, data and configuration required for your business. Pricing and service scope are agreed in your proposal.