

University Booksellers Benefits

mBIBLIOFILE has been designed to be customised to suit each individual university's specific needs to ensure it manages the critical functions that are unique to each of our university clients.

With **mBIBLIOFILE** you can maintain details of lecturers, liaisons, courses, enrolment figures and book lists. **mBIBLIOFILE** also has a powerful dispatch function which integrates with Toll Connect Connote to ensure shipping of orders occurs seamlessly.

As semesters and years finish **mBIBLIOFILE** can finalise courses or roll them over into a new semester or a new year if required. This is an easy and efficient way to centralise, maintain and keep critical data at your finger tips.

mBIBLIOFILE has powerful searching capabilities which have been honed and developed to suit the extensive needs of our university bookstore clients.

mBIBLIOFILE allows you to search by:

- ✓ Lecturer
- ✓ Course code
- ✓ Course name

and you can view course listings for selected text books.

Web Store

mBIBLIOFILE comes with a fully integrated feature rich web store. The web store has customisable features so that the university's colours and logos can be represented. **mBIBLIOFILE** also has the ability to integrate with a pre-existing web store that your university may already be running.

The web store comes with powerful online search tools which include text book search by course code, advance search by ISBN, title search and author or key word search. It also has the ability to do a text book search through the interactive process of selecting university, semester, campus, facility and department.

The **mBIBLIOFILE** web store is easy to navigate and your clients will like the simple, multiple payment options. Your clients can view the purchase cart at any time and you have the ability to add to the purchase cart from the multiple search results. The web store can receive payments by card which can be made through third party web sites like PayPal and DPS.

Web Listener

The key to **mBIBLIOFILE** and its web store is the cohesive link between the web store and the back end financial power of **mBIBLIOFILE**.

The module that allows this is called the web listener, the web listener comes with powerful functions like:

- ✓ Automatic processing of orders into financial orders
- ✓ Allocation of stock based on branch sequence
- ✓ Ability to view order details
- ✓ Ability to view unprocessed web orders
- ✓ Ability to print error reports for unprocessed web orders
- ✓ Ability to view processed web orders that haven't been fully delivered
- ✓ If required, the ability to manually process orders



- ✓ Customisable look
- ✓ Advanced search options
- ✓ Easy payment options



Contact Ecco Software for further information on 03 8516 9999 or visit eccosoftware.com.au



A revolution in university bookselling management systems

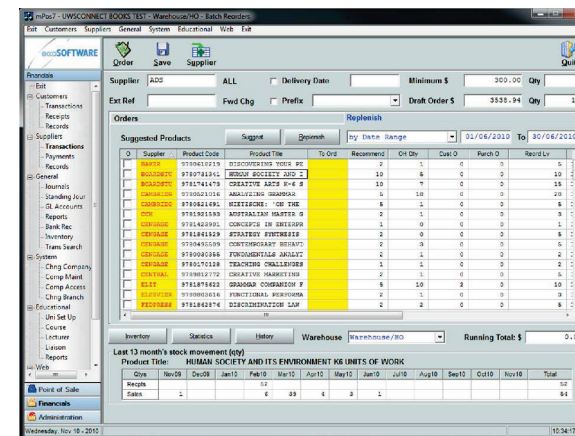
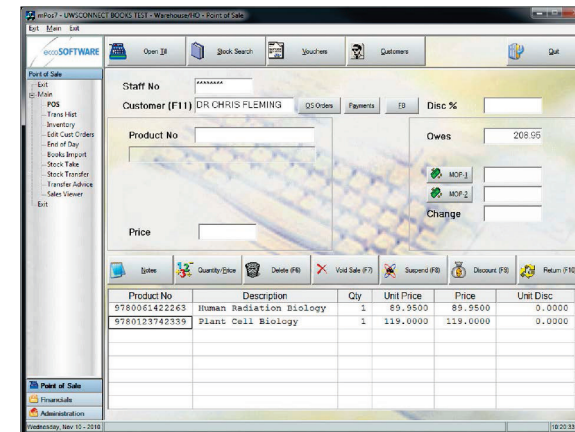
mBIBLIOFILE is one of Ecco Software's Point Of Sale (POS) software solutions. **mBIBLIOFILE** is designed to efficiently manage your university book sales, taking control of clients, inventory, sales and financials.

mBIBLIOFILE is designed to address all the functions a university bookseller needs to run their business whether you are a single or multi-store operation, **mBIBLIOFILE** delivers powerful tools like:

- ✓ Fully integrated POS system
- ✓ Complete accounting module
- ✓ Automated delivery and inventory management system
- ✓ Integrated web store
- ✓ In-depth sales and financial reporting
- ✓ Mail Ordering

mBIBLIOFILE is available in several configurations, either as a compact single-user version using your existing accounting software or the full multi-user product with a complete accounting back-end system.

mBIBLIOFILE is everything a university bookseller should expect from their business software system. Easy to use, flexible and powerful, **mBIBLIOFILE** has the tools to help make every aspect of book selling run smoothly.



Powerful Point Of Sale

mBIBLIOFILE incorporates a Point Of Sale(POS) solution that is simple, fast and powerful. It handles sales, credits, lay-bys, special orders and vouchers. All of this can be done by the touch of a button as resources, time and counter space are all precious. You also have the ability to record EFTPOS payments and link a number of the banks EFTPOS devices directly into your **mBIBLIOFILE** system.

POS - Features List

- ✓ Quick-scan for single quantity sales
- ✓ Extensive stock searching functionality
- ✓ Lay-bys with payment tracking
- ✓ Customer account management
- ✓ Transaction history
- ✓ Frequent buyer facility for loyalty programs
- ✓ Track interests by department and category
- ✓ View customer balances (with ageing)
- ✓ Pay accounts
- ✓ Generate and sell store vouchers
- ✓ Redeem store and 3rd party vouchers
- ✓ Add transaction notes
- ✓ Allows credit card surcharges
- ✓ Customised receipts and invoice layouts

mCafé

Building on the strengths of Ecco Software's feature rich POS solution, the mCafé module has been developed to accommodate the needs of a variety of food and beverage retail outlets. Whether your business is a University bookstore playing host to a café, a café or restaurant that also sells retail products (e.g souvenirs) or any other kind of food and beverage outlet, mCafé embodies what you should expect from a retail management solution. It has been developed with efficient features like touch screen functionality for ease of use.



Special Orders

Customers special orders may be taken directly at the Point of Sale or in the financial module. Orders can be met out of stock, left on back order or placed on order with suppliers. A single customer order can be a mixture of all three types, which can be manually controlled or run automatically, depending on stock levels.

Account customers can be part invoiced for the items that have been supplied, with an optional balance of order report, or the invoice can be deferred until all items on an order have been accounted for.

Customers can be assigned discount rates, which then apply automatically to their orders, except for inventory items that have been flagged as net of discount or subject to a maximum discount rate. This eliminates potential operator error.

Stock Search - Features List

- ✓ Basic search by ISBN, title (including any word search) and 321 key.
- ✓ Advanced search by author, category, department, subject, supplier, barcode, title key and extra key
- ✓ University book searches by lecturer, course code and course name
- ✓ Quick information including quantities
- ✓ View title history, titles on approval, titles on lay-by, stock at other stores and course listings
- ✓ Easy import from BookFind
- ✓ Add items to supplier draft order



Push Button Accounting

mBIBLIOFILE boasts a complete accounting system including accounts receivable, payable and a sophisticated yet easy to use general ledger module.

No more double keying of information into a separate accounting system. With **mBIBLIOFILE** you enter once and the information flows through automatically. This applies to receipting stock from suppliers, sales, customers and all of the transactions in between. All point of sale transactions are reconciled and posted into the respective ledgers, maintaining tight inventory control and an accurate financial picture of your business.

mBIBLIOFILE has 75 built in reports which filter by department, time period and location among others. As well as pre-existing reports, custom reports can be created.

Suppliers - Features List

- ✓ Generate supplier orders from draft orders
- ✓ Generate supplier orders based on replenishment rules by review period, data range or minimum quantity on hand
- ✓ Receive stock for multiple orders concurrently
- ✓ Generate claims and allocations on the fly
- ✓ Receive and invoice in a single step
- ✓ Transmit order information directly to PACSTREAM
- ✓ Maintain new release information (Bisac and XML)
- ✓ Maintain links between distributors, publishers and importers

Customers - Features List

- ✓ Handle order creation with ease
- ✓ Generate invoices and delivery records directly from orders
- ✓ Process returns manually or based on deliveries
- ✓ Generate credits manually or based on invoices
- ✓ Add terms and conditions to transactions
- ✓ Add order cancellation reason for audit trail
- ✓ Maintain consignments
- ✓ Allocate stock against customer orders
- ✓ Customised invoice layouts
- ✓ Receipt customer payments against account balance, specific invoices or partial invoice
- ✓ Maintain multiple addresses, contacts and manage mailouts and interests per customer record
- ✓ Place accounts on stop lay-bys, stop orders, stop deliveries and stop invoices
- ✓ Review financial details and transactions including outstanding invoices, deliveries, allocated stock and completed transactions
- ✓ Review month-by-month sales figures via convenient reports and graphs



Inventory - Features List

- ✓ Keep detailed notes on specific inventory records
- ✓ Record Illustrator and "blurb" as well as keep jacket images on file
- ✓ Manage ordering information
- ✓ Review on hand, allocated, on lay-by, on approval, on return, on consignment quantities at a glance
- ✓ Do stock take with PDE
- ✓ Adjust stock for single items
- ✓ Transfer stock between locations
- ✓ Create transfer advices
- ✓ Eight price scales

Receiving Stock

Stock receipting is simple and effective with **mBIBLIOFILE**. Scan the titles corresponding to a supplier's invoice and **mBIBLIOFILE** will build the invoice on screen. You can instruct **mBIBLIOFILE** to print barcode labels automatically for all unlabeled titles.

You can enter short supplies, back orders and claims directly at receipt of stock plus update or add inventory items. At the process end, you have the equivalent of the supplier invoice on screen, which can be recalled in the event of a dispute or simply a query. The invoice is posted to the creditors' ledger for payment (which can be in foreign currency), stock is updated, orders are satisfied and claims are raised.

Stock is allocated automatically on receipt, with customer orders given priority ahead of stock orders and in order of date. The automatic allocation can be viewed on screen and changed manually if needed. You also have the ability to receive at a central location and assign stock to other locations thereby managing your distribution network. Allocation slips are printed automatically for allocated customer order lines.