

QUICKFORMS – FORMS MANAGER

The QuickForms Module is an easy to use Forms Manager for use with Arrow Financials. It comprises an engine allowing automatic printing, automatic faxing and automated email of forms as well as an easy to use “drop and drag” windows look QuickForm Design area. This integrated module allows the creation, editing and output of standard stationery forms, such as invoices and statements to many different types of printers, including colour and black and white.

FORMS PRINTING FEATURES

- Ready to use standard forms supplied.
- Black and white or colour printing.
- Design your own stationery with the easy to use QuickForm Designer.
- Standard design templates enable quick and consistent form design.
- Ability to nominate 5 printers per job.
- Ability to print daily or monthly activity logs.
- Incorporates print and fax queue manipulation.
- Ability when faxing to consolidate into one transmission when multiple faxes are sent to the same number.
- Choice of either HTML or PDF format for email form attachments.
- Logo's/graphics can be placed anywhere.
- Print multiple copies to multiple printers. E.g. Customer Invoices on A4 and office copies on continuous paper on different printers.
- No need for pre printed forms.
- No wasted time swapping paper in printers.
- Print to dot matrix, bubble jet or laser.
- Easy to use, set and forget.

FORMS AVAILABLE INCLUDE

- Invoices
- Statements
- Credit Notes
- Sales Orders
- Sales Quotes
- Packing Slips
- Delivery Dockets
- Purchase Orders
- Pay Advices
- Cashbook Receipts
- Creditors Remittances
- Job Sheets
- Job Quotes
- Stock Transfer Notes

INTEGRATED SOLUTION

Quickforms – forms manager has integration links to the following Arrow Financial Modules:

- Debtors
- Sales Orders
- Creditors
- Purchase Orders
- Job Costing
- Cash Book
- Front Counter
- Stock
- Payroll (Aust. Only)