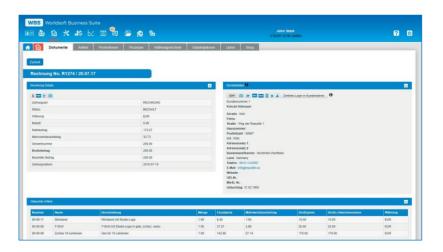
Factura (WBS)

DatWith Factura from the Worldsoft Business Suite, you can create and manage your invoice documents and automate your administration and sales via the Internet.

Quotations, order confirmations, invoices, credit notes, delivery notes, reminders, pro-forma invoices and commission statements are created quickly.

Factura simplifies your administration and gives you a precise overview of your invoices, outstanding offers, deliveries and partial deliveries, etc.

Turnover and sales statistics are calculated in real time. You always know what's going on.



All documents created can be called up again at any time. You can also generate lists, e.g. for VAT accounting.

The software automatically invoices recurring services (subscriptions or membership fees). Freely definable promotions (discounts) motivate your customers to buy.

Factura is based on the Worldsoft CRM and accesses the data from the CRM. You do not have to maintain addresses and information twice.

Convert documents

With just a few clicks you can convert an invoice into a delivery note or a quotation into an order confirmation.



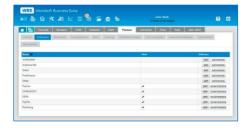
Articel management

Item management simplifies the creation of Factura documents. Stock levels and supplier information make ordering easier. Automatic processes automate sales.



Payment methods

Factura offers you customer-friendly payment methods: Invoice, instant bank transfer, PayPal, credit cards, mobile payment and Postfinance.



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Factura (WBS)

General information:

- Arrangement of navigation tabs can be changed via drag & drop
- Standardised user interface and detailed online help
- User language (German, English, French)
- Permitted languages and countries (all possible)
- API documentation, apps, WebHooks, Webinaris
- Extension through Affiliate (see Affiliate data sheet)

General settings:

- Start numbers for invoice documents
- Automatic reminders (up to 3 levels)
- Standard currency
- Second currencies in addition to the standard currency for each country
- Automatic currency converter
- Basic setting of invoice due date
- Setting the standard rounding
- Define posting accounts
- Define VAT rules by country and region
- Delivery rules by country, quantity, price, size and weight
- Enter free additional fields for invoice documents
- Changeable text for invoice documents in all languages
- Decimal places for prices, quantities and percentages
- Definition of standard units of measurement (weight, length)
- Customer administration with display of invoice documents in all languages possible (translation tool in software)

Payment methods:

- Cash discount, VAT rules and invoice texts per payment type
- Interface entries and registration information
- Payment on invoice or prepayment
- SEPA with collective booking
- Selection of these payment providers with automatic booking of incoming payments: PayPal, PostFinance, PayOne, Sofort, 2CHECKOUT, Stripe, Authorise.Net, WORLDPAY

Subscriptions:

- Subscription rules for recurring payments
- Freely define interval and number of recurrences
- Automatic invoicing before subscription renewal
- Connection to the automatic invoice run
- Automatic processes for termination and cancellation

Promotions

- Creation of any number of promotions
- Accumulation types with other promotions
- Conditions per item or invoice possible
- Promotion code possible
- Set promotion basis for: Term, number and amount
- Promotion types: special price, replace article, add article, add months, percentages, fixed amount

Statistics:

- Item statistics by date, sale, shop, commissions and comparison period
- Direct debits by month and period
- Total sales and unpaid sales per country
- Invoice status
- Annual turnover accrued and by month
- Monthly turnover per day

Lists:

- Erstellung von Listen von Rechnungsdokumenten nach Zeitraum, Land, Status, Zahlungsart, Dokumentenart, MwSt. und Buchungskonto
- Listen als CSV-Datei (ISO-8859-1, UTF-8), Listen-PDF und Dokumenten-Sammeldatei (PDF)

Factura documents (invoices etc.):

- Document types: invoices, credit notes, delivery notes, reminders, quotations, order confirmations, proforma, commissions
- Convert documents (e.g. invoice to delivery note)
- Billing and delivery address
- Delivery date and invoice due date
- Pre-booking of items with subsequent invoice clearance
- Detailed view with document details, contact details, booked items, reminders, offers and comments
- Search in documents
- Table display of documents with multiple functions:
 e.g. send documents as PDF by e-mail, send reminders...

Articel management:

- Article management with: Categories, variations, images, stock, stock options, suppliers, processes, commissions, translations, discounts, delivery and subscription rules
- Create articles: Currency, price, VAT rule, special price, description and options such as: Weight, dimensions, barcode, reference code, supplier reference, additional fields, booking account, subscription rules, supplier, manufacturer
- Add plan for affiliate network (commission rules)
- Add automatic processes for "Paid" and "Charged", e.g. send e-mail or SMS as payment confirmation
- Article import and export with selection of data (ISO and UTF-8)

Quick-Shop:

- For the sale of individual items on the website
- Creation with HTML editor, banner or text
- Settings: Select item, display language, image and description, quantity, variations, select checkout
- Link for embedding on the website
- URL for Quick-Shop

Administration for shop with Worldsoft-CMS:

- Interface to the Worldsoft eCommerce shop
- Management of shop items and invoices and delivery notes with Factura
- CheckOut can be selected per shop and country
- Order overview with search
- Shop article management with categories and display options

CheckOut:

- Free setting of the virtual checkout for e-commerce
- Sample checkout layout available
- The order process can be customised based on the WBS form generator.
- Selection and input of: Payment methods, general terms and conditions, cancellation policy
- Notification to employees and customers possible
- Assignment of automatic processes (e.g. send e-mail)
- CheckOut for Quick-Shop and Worldsoft CMS shop

Processes for automation:

- Invoice run: Invoice generation for pre-booked items
- Reminder run: Reminder for overdue invoices
- Automatic credit note settlement
- Automatic commission settlement (affiliate)
- Creation of the SEPA file for direct debits
- Creation of the SEPA file for bank transfers
- Automatically invoice orders from CheckOut