



MYOB AccountEdge Plus



Advanced accounting and business management software for your business

MYOB AccountEdge Plus provides advanced stock, multi-currency, payroll and business management capabilities. The multi-user software will enable you to save time in management and analysis of your business.

**Advanced Stock Control | Multi-Currency | Integrated Payroll
Multi-User | Universal Binary | iCal Integration | .Mac Integration**

MYOB AccountEdge Plus has all of the features of MYOB AccountEdge, and more...

Get started fast

The Easy Setup Assistant in MYOB AccountEdge Plus prompts you with a series of questions that help you set up your accounts according to your industry and business needs – you can be up and running in minutes.

Pay your employees

MYOB AccountEdge Plus automates your pay runs, calculates PAYE and National Insurance and updates all of your accounts automatically. It also provides a clear view of what needs to be billed and how employees are spending their time if you bill clients for time.

Multi-user access

MYOB AccountEdge Plus enables multiple people access to your business information simultaneously. The software is issued with one user licence and further licences are available direct from MYOB as your business requirements change. You can set up password protected user profiles to control which screens, reports and menu items each user has access to, ensuring sensitive business information remains discrete.

Generate current and future budgets

MYOB AccountEdge Plus simplifies the budgeting process by enabling you to plan next years' budget whilst in the current year. You can work on all balance sheet accounts and profit and loss accounts in one window in a simple spreadsheet format. With shortcuts you can copy actuals from last year to the current years' budget figures for easier year-to-year comparison. Budgets can also be imported and exported to and from Excel in one simple step.

Connect with Microsoft Office for Mac and Apple Address Book

MYOB AccountEdge Plus seamlessly connects to Microsoft Office 2004 and 2008 and helps to keep your contacts up to date with ease by synchronising your MYOB Card File with your Apple Address Book contacts. Create personalised letters for customer-focused marketing and communication with Microsoft Word, and send your reports to Microsoft Excel for refined data analysis.

With MYOB AccountEdge Plus you can:

- Pay all of your staff at the same time with the Process Payroll assistant
- Process pay weekly, fortnightly, monthly or set up different pay periods for different employees
- Provide hourly, salaried, overtime, bonus, commission and advance payments
- Preview payroll before recording
- Print payslips and paycheques
- Import activity slip information into your employee's pay
- Allocate pay items to multiple jobs

Record foreign currency transactions

MYOB AccountEdge Plus enables you to record transactions in foreign currencies and keep track of realised exchange rate gains and losses. You can track bank accounts held in foreign currencies and easily view your Debtors and Creditors balances in the local as well as the foreign currency.

Email quotes, invoices, statements and reports

Save time and money by emailing your quotes, orders, invoices and statements to your customers. You can also email quotes and orders to suppliers for faster processing. Send your forms individually or in batches – the process is just as easy.

Store stock in multiple locations

MYOB AccountEdge Plus allows you to store stock in multiple locations and keep track of item quantities held at each location.



MYOB AccountEdge Plus factsheet



Bill for your time the way that you want

- Track hourly and non-hourly, chargeable and non-chargeable activities
- Bill by employee, customer or activity rate
- Partially charge, write off or defer your billing until next month
- Set up records for all the activities your business provides
- Create activity slips that track the amount of time spent performing any activity for a customer
- Bill customers with a specially designed time billing invoice
- Allocate a VAT code to all your activities
- Bill for time and materials on one invoice
- Import time billing activity slip information into your employee's pay

Analyse your business in more than 200 ways

- Over 200 flexible reports and charts
- Access up-to-date Profit and Loss Statements and Balance Sheets
- Produce comprehensive reports and send to Microsoft Excel for further analysis
- Email or save reports to disk for your accountant
- Use the Company Data Auditor to detect common processing errors and to ensure the integrity of your business information
- View screen-optimised or print-preview versions of each report
- Analyse sales by salesperson
- Track where sales are coming from
- Identify customers who owe money
- Keep on top of outstanding invoices
- Track business performance and produce financial statements at a company, cost centre and job level
- And much more...

Access contact information instantly

- Synchronise your MYOB Card File with your Apple Address Book contacts
- Store up to five addresses and contacts per card
- Categorise contacts into three groups
- Search by name, postcode range, last contact date and more
- Maintain a detailed contact log
- View a five year snapshot of your customer or supplier history
- Zoom in on customers' balances for an instant debtors report

Try before you buy

The best way to experience the power and ease of use of MYOB software is by trying it.

MYOB free trial versions give you the option to use the full functionality of the products for 30 days (45 days for MYOB RetailBasics).

Once you have evaluated the software you can transfer to the full product whilst maintaining all the data entered during this trial period.

FREE introductory Telephone Support

Learning any new software can be a little daunting, so for that little extra peace of mind MYOB gives you 30 days of FREE introductory support, starting from the day you register your product.

Further information

For more information on any MYOB product, training or support visit www.myob.co.uk.

Alternatively, if you wish to speak directly to an MYOB advisor please call our Customer Service Team on: **0845 130 3975**.

System requirements



Mac OS X 10.4 or later

For a more detailed system requirements list visit www.myob.co.uk/mac

£75 FREE Online Ads



MYOB AccountEdge Plus includes a £75 Google AdWords voucher allowing free online advertising for your business. AdWords ads help you connect with potential customers in the right place, and at precisely the right moment: when they are actively reading web pages and searching on terms that relate to your business.

Terms and conditions apply. Google AdWords is solely responsible for services provided under the voucher and MYOB accepts no liability for their delivery. Promotional credit is only available to new Google AdWords customers

www.myob.co.uk