

CFO Reports		SedonaOffice	FieldHub
Bank Compliance Workbook (BCW)*	Automation of month-end compliance reporting for Capital One, CIBC and other security industry banks	✓	
Monthly Business Analysis (MDA)*	Key performance indicators by branch and/or department compared to budget and historical benchmarks	✓	
Monthly Business Analysis (MBA)*	Management's month-end business recap with supporting tables and charts for all key metrics	✓	
ESTA Template*	Template supporting the metrics and benchmarking ESTA program	✓	
SCOR Template*	Template supporting the metrics and benchmarking Astute SCOR program	✓	
SNAPS Template*	Template supporting the metrics and benchmarking NetOne SNAPS program	✓	
<i>*Requires both Vivid CPM and Vivid Flex</i>			
Dashboards Bundle			
Executive Dashboard	Sixteen key performance indicator (KPI) charts showing YTD vs. goals or estimates	✓	
Financial Dashboard	Trend and comparative analysis of RMR, Cash, A/R, Inventory and A/P	✓	
Operations Dashboard	Trend and comparative analysis of Jobs, Service, Technicians and Prospects	✓	
Accounting Bundle			
ASC 842 Operating Leases	Tool for creating journal entries to book monthly amortization on operating leases in compliance with GAAP	✓	
Benefit Deductions Entries	Tool for creating journal entries to distribute insurance and other benefit expenses by branch and category	✓	
Benefit Payments Entries	Tool for creating journal entries to distribute insurance and other employee deductions by branch and category	✓	
Commissions Tracking	Calculates job commissions due to reps using customizable payment plans, tracks payments, supports the GL liability	✓	
Credit Card Entries	Tool to code credit card transactions and build the journal entry	✓	
Deferred Labor Allocation	Creates the journal entry to clear deferred labor at month-end to the correct branches and categories	✓	✓
Deferred Revenue Detail	Calculates deferred revenue for each customer recurring item	✓	
Expense Allocation	Tool for allocating insurance, depreciation, and other expenses to branches and categories	✓	
GL Journal	Flexible account register for viewing all or selected transaction types with filtering and drill-down features	✓	
GL Reconciliations	Tool for managing month-end balance sheet account reconciliations	✓	
Job Accrual	Tool for estimating percentage of completion on jobs and building the month-end accrual journal entry	✓	✓
Job Adjustments	Creates journal entries to adjust WIP/DRJ to comply with the closed job recognition method of accounting	✓	
Job Margin Analysis	Reconciles job general ledger activity to detailed job reports and provides job accrual progression analysis	✓	✓
Job Over-Under Billing Adjustment	Builds the month-end journal entry to book an over/under billing adjustment if WIP/DRJ is not used	✓	
Job Over-Under Margin Analysis	Similar to Job Margin Analysis but for Over/Under Billing method	✓	
Job-Svc Transactions Analysis	A list of job and service transactions that don't reference a job or ticket, respectively	✓	
Open Holdbacks	Supporting schedule of open holdbacks (aka retention amounts)	✓	
Open PO Receipts	Supports the GL balance with consideration for timing of receipts and bills	✓	
Payroll Entries	Automates the creation of payroll journal entries for liabilities, payments, expense distribution and accrual	✓	
Recurring Revenue Adjustment	Compares recurring revenue to RMR and builds a reclassification adjustment entry	✓	
Trial Balance and Register	Trial balance supported by an account register that can be filtered by two or more branches	✓	
Use Tax Calculation	Calculates use taxes on job and service parts based on your state tax laws	✓	

Cash Bundle		
AP Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
AR Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Cash Flow Forecast	Tool to forecast cash flow on a weekly or monthly basis	✓
Cash Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Collections Activity	Shows key metrics regarding your collection efforts	✓
Customer Receivable Activity	Detail report of a customer's lifetime receivables activity through a specified date	✓
RMR Bundle		
Cancellations by Notice Date	Detailed list of currently open cancellations in the cancellations queue by notice date	✓
Recurring Revenue Comparison	Compares recurring revenue to RMR by customer within each GL account to easily isolate questionable differences	✓
RMR Audit Info	Detailed list of recurring revenue accounts	✓
RMR by Item Type	Customer list showing RMR by item type (i.e. monitoring, service, inspection, lease, etc.)	✓
RMR Item Trend	A rolling 12-month analysis of each recurring revenue invoice item	✓
RMR Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
RMR Tracking Analysis	Isolates customer records where the recurring table and the RMR history table do not match	✓
RMR Tracking Fixes	Tool to insert records into the RMR tracking table to reconcile history to actual customer recurring down to the item level	✓
Jobs/Work Order Bundle		
Closed Jobs Review	For use by managers to quickly evaluate closed job results on a weekly basis	✓
Current Work Orders	Detailed list of work orders with current data, not restricted by date	✓
Job Billings	Detailed list of invoices tied to jobs including pivot tables by item code and item type	✓
Job Detail	Provides expansive job details when drilling down from various summary reports	✓
Job Parts Cost Analysis	Analyzes a job's parts and labor costs and, optionally, builds a journal entry to adjust costs before closing	✓
Jobs Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Open Jobs Review	A project management tool for tracking job costs to budget and facilitating determination of progress billings	✓
Projected Job Hours	Calculates projected technician hour requirements in the coming months for jobs in queue	✓
Prospects Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Unreconciled Job Parts	Detail list of job parts that need to be ordered or issued	✓
Service/Work Order Bundle		
Cell Conversion Tracking	Tool to track progress on cell communication conversions	✓
Contract Analysis	Calculates profit/loss on service and inspection contracts and provides drill-down to ticket details	✓
Inspections Due	Detailed list of inspections due with robust selection and filtering options	✓
Service Analysis	Analysis of the cost of go-backs, unbilled tickets and other	✓
Service Billings	Detailed list of invoices tied to service tickets including pivot tables by item code and item type	✓
Service Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Service WIP	Open service tickets by date including invoice totals, WIP totals, and custom fields	✓
Technicians Bundle		
Tech Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Tech Entry (Detail)	Timesheet by tech including chargeable and nonchargeable time, with the option to export to CSV for import to SedonaOffice	✓
Tech Time Import	Tool for importing non-chargeable tech time into SedonaOffice from payroll or time entry applications	✓
Tech Time Import (Misc Appts)	Tool for importing non-chargeable tech time into SedonaOffice from miscellaneous appointments	✓
Tech Time Reconciliations	Tech time by branch, category, tech, labor type, and jurisdiction, often used for reconciling hours to payroll	✓
Tech Timesheet	Tool for creating and emailing daily/weekly timesheets using Flex automation	✓

Customers Bundle

Customer Detail	Provides expansive customer details when drilling down from various summary reports	✓
Customer Growth	Invoice and RMR trends by individual customer	✓
Customer Invoice Totals	Customer invoice and credit activity for a specified date range	✓
Customer Profitability	Accounting of a customer's lifetime value contribution through jobs, billable service and recurring contract services	✓
Weighted Credit Score	Summary report of RMR by credit score buckets	✓

Inventory Bundle

Count and Cost Analysis	Analyzes part value changes when updating standard costs concurrently with a physical count	✓
Inventory Report Pack	Versatile roll-forward trend reporting with drill down to detail, pivot tables and charts	✓
Parts Activity	Shows parts activity (received, used, adjustments, transfers) and calculates months on hand (MOH) for each part	✓
Parts Cost Review	Compares standard costs to primary vendor prices and calculates variances	✓
Parts Count Sheet	Streamlined physical inventory count sheet	✓
Parts List	Detailed listing of inventory parts, parts ordered, and parts created	✓
Parts Value and Audit	Calculates the value of on-hand parts and compares that value to the inventory journal	✓
PO Tracking	Detailed listing of purchase orders with date, status and other filtering features	✓

Extras Bundle

AR Items	Listing of AR invoice items	✓
Daily Notes	Detail report of notes entered by user for a specified date range	✓
Eligible RMR	Automation of ineligible RMR reporting, including RMR at risk, in determining eligible RMR to support the BCW	✓
Employee List	Listing of employees	✓
GL Edit Tracking	Detail report of GL transactions by edit date and user	✓
GL Out of Balance Fix	Utility to fix GL issues, including missing GL accounts or out of balance entries	✓
Invoice Payments	Detail listing of payments made on AR invoices for a specific date range	✓
Net Sales	Report of net sales by customer, branch, and invoice type for a specified date range	✓
Revenue Breakdown	Revenue breakdown by branch location, including city, state and zip	✓
Sales Tax Rates	Detail report of sales tax setup by tax group, including tax table rates and taxability by item type	✓
Sales Tax Review	Detail report of sales taxes charged by item type for a date range, and used for sales tax filing	✓
Shared Expense Allocation*	Automation of month-end department expense allocations to revenue/cost categories in support of the BUS	✓
Stranded WIP	Detail report showing WIP that did not clear to the income statement for closed jobs and tickets	✓
Troubleshooting Reports	Tool to identify and fix common customer, site, system, UDF, and service data errors	✓
User Activity	Tool to review user activity with filters for user and date range	✓
User Permissions	Tool to review a user's SedonaOffice permissions based on his/her assignment to one or multiple user groups	✓
Vendor List	Listing of AP vendors	✓

Astute Reports require Microsoft Excel 2016 or above and Microsoft SQL Server 2012 or above.

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