

Feature	Usage	Benefit
Data Concurrency	The content of on-screen data in Activity always reflects the current information in the database. There is no “refresh” key to update the data.	Never worry about viewing data that is out of sync with other viewers.
Data Centric Model	The conceptual layout of data in Activity is similar to the Windows File Explorer. The left side of the screen is populated with containers (folders) and the right side shows the contents of the folder. The view in the right pane can be column sorted. Almost any data element can be presented to the user as a column in the right pane. The view is optimized for large amounts of data.	Simple, intuitive, and efficient user interface allows each user to view, sort, and filter the data. Data visualization enables improved data maintenance and consistency.
Client Server	Activity uses the client server paradigm. The three tiers are Activity Database, Activity Server, and Activity Client. The three software components can all be run on a single physical server or separated onto multiple servers and clients.	Start small and grow big.
Framework	Activity is designed to be highly modifiable and customizable. This allows each company implementing Activity to adjust the software to the business practices instead of conforming strictly to a defined set of functions available in the software.	Software adapts to business practices instead of business adapting to software limitations.
Folder contents UI	The user interface (UI) is a unique interface which mimics the Windows Explorer and Outlook interfaces. Data is presented as right-pane contents to left-pane folders.	Simplicity of data presentation and ease of use. Visualize much more of the data than traditional interfaces to accounting software.
Foreign Key Technology	Foreign keys for related tables are totally hidden from the user. This means that any changes to “codes” do not have a significant impact. Most accounting software uses “code” fields to relate tables, e.g. vendor code is used to relate to vendor invoices. If the code is changed on the vendor, then all invoices must be changed. When you have lots of data, this can take hours. In Activity the change is instantaneous.	Organize your data with codes and change (or increase size) as frequently as you like.
Security Model	The security system provides a role-based access to the contents of the accounting system. For example, this feature allows access to various components of multiple packages (General Ledger, Payroll, Accounts Payable) by the Payroll supervisor without granting more access than required. Access can be controlled by these attributes: read, write, create, delete, change, report, visible, etc.	Controlled access to the various components of multiple packages (GL, AP, PR, HR, etc) to facilitate their job function while insuring the integrity of the data.
Security Views	Security views give the ability to segment a single data table into domains of control and access. For example the Employee file can be segmented by supervisor, the Vendor File can be segmented for multiple AP clerks, and the accounting operators can be limited to non-payroll accounts.	Control subsets of master files and facilitate the segmentation of duties in an organization.
Hyperlinks	Hyperlinks are available extensively throughout the system. For example, when entering a vendor invoice a hyperlink will open the associated vendor master record.	Efficient user navigation through the data.

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Filters	Activity master files are designed to handle massive amounts of data. When browsing the master file folders this data can be viewed in “snippets” (specific data elements from each master file record) in the contents pane. Since the amount of data can be overwhelming and not specific to the task at hand, a filtering system has been implemented to limit the data viewed in the contents pane. A comprehensive set of filters is shipped with the software and others can be defined by the users of the system. Filters can be personal or global. Parameterized filters are a special construct where the user provides a wild card data mask to filter the data. Filters expressions can be combined using “and” and “or” logic to define specific subsets of master file data. Multiple filters can be simultaneously applied to the data.	Limit the data viewed to a very specific subset of the entire database.
Wildcard Characters	Asterisks (multiple character) and question-marks (single character) wildcards are used extensively throughout the system to allow for flexible reporting and research.	Find the data you are seeking by entering just some of the known information separated with wildcard characters.
Date Controlled Data	Data is associated with dates so that file maintenance does not have to occur in a particular process in panic mode prior to critical deadlines. For example, charts of accounts can be marked obsolete at a future date, employee deductions can be changed at a future date, and payroll deductions can be tied to specific date ranges.	Allows the smooth flow of work to occur in a timely fashion.
Date Driven Accounting	Posting to all financial records are strictly governed by date. All postings are made by date, not period. There is no restriction to closing periods/years before making postings into subsequent periods.	Releases the accounting function from the structure of rigid closing procedures for accounting cycles.
Multiple Calendars	Every company can have multiple calendars to accommodate different recording and reporting requirements. Accounting periods can be closed, reopened, and reclosed as necessary. The payroll department can implement a bi-weekly accounting cycle and the AP and GL can adhere to a monthly accounting period.	Operations can be based on various calendars (periods) as appropriate.
Relative Dates	Whenever a date is required it can be entered as a relative date, i.e. “first of last month”, “beginning of year”, “beginning of period 3 of calendar bi-weekly + 6 days”, etc. This allows for the flexible entry of dates that can be the basis of dialog sessions and reports that do not have to be modified every time they are run.	Convenience and operational consistency.
Named Saved Answers	For all dialog sessions, you can save the answers that are suitable to your situation. You can also save multiple sets of answers and name each set, e.g. Month-End, Year-End, Detail, Summary, etc. One instance of the saved answers can be the default.	Ease of usability and consistency in using the software.
Notes	Many master files have a “notes” tab that can be used to store data such as images or text messages. Notes are classified into types and have date, recall date, and originator fields. With each note you can associate video clips, scanned documents, web sites, email folders or files in shared data storage. Typical uses of Notes are employee reviews, vendor invoice images, vendor correspondence, and employee records (photo, W-4, resume).	Take your paper out of filing cabinets and put it on the computer and associate it directly with the pertinent electronic record.

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Memo Fields	Every master file record has an associated free-text memo field to record notes pertaining to that particular item. The creator of a master file record can describe special circumstances or history to each entry.	Helps in the organization and maintenance of data.
Data Links	Identical information can be stored multiple places in the accounting system. For example, employees can also be vendors, customers, and authorized users. This means that there are multiple addresses, phone numbers, and email records in each of these accounting sub-systems that should contain the exact same content. However it is very difficult to keep all the associated data synchronized. Data link technology in the Activity system identifies these data elements and associates their contents. This means that a change in the employee's address is automatically changed in the other sub-system where it is stored.	Garbage in - garbage out is frequently how computerized data is described. This is because data can be very difficult to maintain. Data links help keep data consistent throughout the accounting package.
Mass Changer	Graphical interfaces (GUI) are renowned for ease of use. However GUI based systems are very awkward to use to affect mass changes to data. For example, if you need to change the sales territories for you salespeople you might be required to look up hundreds of individual customer records and change their territory assignment field. With the mass change capability in Activity, you can simply highlight the group of customers that you need to reassign and change them all with just a few keystrokes.	Easy data maintenance when changing many individual records in the database.
List Choices	When data is entered as reference data from another table, a list of valid entries is presented to the user. This list can be presented as the result of a wildcard search string. For example, if you are looking for a vendor whose name contains "craft", you can find a complete listing of all vendors with the wildcard search "*craft*".	Identify the correct entry for any validated field quickly.
Change Logs	Accounting systems are great at auditing and controlling the numeric monetary amounts. However it is just as important to control the change of other items within the database such as a vendor address or an employee's salary. The Activity system provides a complete change log for many master files to record the time and person who made changes to this critical data.	Control critical information in the accounting records from malicious or unintentional change.
Custom Fields	Activity can be extensively customized for a particular use by using the custom field capability on all master files. Most systems that use this type of technology limit the number of fields you can define along with the type of data (typically string) that you can store. Activity lets you define custom data with a rich set of data types, including: string, numeric, reference, web address, file, Boolean and date. Custom fields in Activity can be used for sorting and filtering data and can be included on reports by modifying the report design. Default values can be assigned to custom fields.	Custom fields can really be a part of the application, not just extraneous data that can be viewed on the master file form.
Multi-User	Activity was designed from the beginning to be used by many people simultaneously. Record locks are only used where necessary to preserve data integrity. If a record is locked for any reason the user needing access is told the exact person who has the data locked.	Provides effective resolution of multi-user conflicts.

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Edit/Read Modes	Entity forms can be opened in either read or edit mode to facilitate the multi-user nature of the Activity system.	Decreases the occurrence of data access conflicts.
OLE Automation	While data import could be accomplished by writing a program and inserting data directly into the SQL database tables of Activity, this method is NOT supported since the data constraints and consistency checks are not performed. Activity does have a standardized procedure of taking data from almost any external source and importing it into the Activity database while guaranteeing full data integrity. General Ledger postings, employee detail information, employee time cards, and AP invoices can all be imported directly using the OLE interface. OLE can be used for a one-time import of data from another system (e.g. vendor master files and invoice/payment records) or on a periodic basis (e.g. general ledger or time clock postings from an external system).	Import massive amounts of data with full data integrity guaranteed.
Contents Pane	Data in Activity is not hidden behind the scene and accessed only via forms. Instead, the contents pane of Activity contains a “snippet” of data from the master data file. The data contained in the contents pane is customizable by the user and can be modified easily. Typical usage of the Activity system would be to identify some data elements that you need to view and include it in the snippet. Then you can sort or filter the data based on any column viewed in the contents pane. The contents pane can be sorted by clicking on the heading. You can sort on multiple columns simultaneously.	Customizable view of data helps organization and makes data analysis easy.
Clipboard Copy	The Contents Pane can be copied directly to the clipboard and imported into Excel or other applicable software.	Quick data analysis of visualized data.
Timestamps	For all master files the timestamps record the creation date, time, and person who created/modified the record.	Increases the accountability and security of the entire database.
Crystal Reports	All reports in Activity are created with Crystal Reports®. Activity supports the user modifying the standard reports and storing them alongside the built-in reports. Any number of report variants can be implemented and used at report generation time. Crystal Reports also give the ability to export the reports in many forms, including: spreadsheet, XML, delimited, MS Word, HTTP, Access database, etc.	Industry standard report writer that can be used to modify any report in the Activity system. Data can be exported in almost any form suitable for analyzing in other applications.
SQL Database	Activity is built on Microsoft’s SQL Server® database.	High performance database to store and retrieve data.



nQativ

5214 68th Ste 200  
Lubbock, TX 79424

Information Toll-Free in the United States and Canada 1.800.354.7152

Information (local) Lubbock, Texas 1.806.687.8500

Fax 1.806.687.8511

[www.nQativ.com](http://www.nQativ.com)