EPES
software

206 North Armstrong
Bixby, OK  74008

EPES
software

*America's*

#1 SCHOOL
SOFTWARE

www.**EPES**.org

# Contents

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## 1.800.424.7512

# Training

**On-Site Training**
Training is available for all software at a per day charge plus expenses.

**On-Line Training is also available.**

For specific costs and date availability, please call:

## 1.800.424.7512

# Our Commitment to You

**Software**
You will receive a 30-day FREE Trial, one year FREE technical support, and a six-month money back guarantee (that means that at any time during the six months, you may return the software for a full refund, no questions asked). All modules are networkable, call for details. All software is IBM compatible.

**Updates**
Updates are released periodically throughout the year. Updates to the software are free of charge on our web site for our customers who have current technical support contract with EPES Software.

**Technical Support**
We have a trained technical support staff available for you at your convenience Monday - Friday 8:00 a.m. to 5:00 p.m. Central Time. The support staff will be glad to answer any questions you might have.

**Shipping**
All orders received prior to 1:00 p.m. Central Time will be processed and shipped priority same day. Orders received after 1:00 p.m. will be given priority on the following workday.

## Activity Accounting Program

**Are you looking for an Activity Accounting Program that is easy to use, Affordable, and designed for Windows 98, 2000, XP and Vista?**
*Look No More.*

Is your school having trouble meeting deadlines for your Activity Accounting Reports? Have you been looking for an accounting program that will meet your specific needs? EPES Software has been developing and marketing School Software for more than 30 years. We currently have more than 20,000 schools nationwide utilizing our Accounting Software.

*Below are just a few of the things we think make our software the most widely used on the market:*

**Fast and Easy to Use**
With our software you can print receipts, checks, make adjustments and print reports in minutes instead of hours.

**Toll Free Technical Support**
When you call our toll-free technical support group, you will talk to a courteous, well-trained support technician who will assist in resolving your accounting problems.

**Guaranteed Pre-Printed Forms**
T.B.F. (Tom Brock Forms, Inc.) provides guaranteed, competitively priced special forms for all EPES Software programs.

**Strongest Guarantee in the Business**
All software sales include 1 year toll free technical support, plus a 6 month return warranty.

**Electronic Check Re-presentment**
Electronic Check Re-presentment is a new process for recovering NSF checks by converting the check into an electronic transaction and debiting the customer's account for the amount of the check and the collection fee.

The Process
• You deposit checks into your bank as usual.
• The insufficient checks are returned to our processing center Insuracheck.
• The check is re-presented electronically at uniquely specific times and collected if funds are detected.
• 100% of the face value of collected funds is deposited into your account.

Benefits of electronic check processing
• Collect NSF checks electronically with NO COST to the school.
• No monthly or annual fees
• No set up fees
• No equipment to lease or purchase
• No per transaction charge
• Dramatic improvement in collection rates
• Weekly payments
• Weekly fax or e-mail reports
•  No binding contracts.
• Online account access 24/7
• You get 100% of ALL checks collected
• NSF bank charges eliminated
*If no NSF bank charges are incurred then a rebate is offered for each collected check.*

For more info please call **1.866.729.6316**
NSF Checks is a division of EPES Software

**WEB BASED ACCOUNTING**
*Scheduled for Release*
*SUMMER 2008*

NEW RELEASE
EPES SOFTWARE SUMMER 2008

# Additional Programs

### School Office
A complete Office administrator program designed to record attendance, grades, report cards, transcripts, GPA, discipline and much more. While viewing student records you can also view attendance, activities, discipline, GPA, grades, schedule, test scores and more simply by a click of the mouse.

### Careers and Jobs
Careers and Jobs is designed to help the counselor get a complete picture of a student's career interest and job related skills. The student takes the survey on the computer then the program helps the student with their career interests and job skills.

### Title I Assessment
Title I Assessment program automatically remembers test information for all students. All you do is enter each student's ID number and test score. You'll easily track student test scores for one or many years.

### Library Wizard
The Library Wizard Program is the most affordable library book program available. It does everything a librarian does on a daily basis. We guarantee it!
• It's a circulation and Card Catalog for: Books, Magazines, AV Materials and Cassette.
• Automatically calculate and track fines.
• Print a one-third page overdue book notice.
• Check in and out a book with just a few keystrokes.
• Instantly browse all books in your library by a specified related field
• Print bar-code labels for Patrons, Staff and Books.
• Automatically read books from the MARC record disks when you order new books.
*Optional - Print catalog cards in a familiar format on Rolodex cards. Print card labels, spine labels, or bar-code labels*
• Print a wide variety of reports for every type of media.

These include:
| | |
|---|---|
| Accession Record | Overdue Reports |
| Shelf List Report | Circulation Reports |
| Related Subject Bibliography | Flagged Books |
| Inventory Reports | Patrons |
| Discarded Books | Teachers |
| Book Orders | |

• Set your own fine limit and number of check out days allowed (by type book and patron)

12

### Activity Accounting Program Features
*Listed below are just a few of the features of the program that make it reliable and easy to use:*

**Account Code Structure**
The program provides for a 6 digit G.L. Account code, a 6 digit Activity Account code and a 4 digit sub-account code. You also have up to an additional 100 digits of user defined code for GASB34 requirements.

**General Ledger by Account Group**
Assign your Activity Accounts to a group (Assets, Inventory, etc.) and receive Ledger totals by group.

**Preview Checks Before Printing**
Display your checks on the screen for accuracy before printing.

**Print Receipts as you enter them**
You have the option to print receipts as they're entered, or you can print them later with the click of a mouse.

**Automatically Void Checks and Receipts**
Void checks and NSF entries are automatically reversed with the click of a mouse.

**Automatically Create Data Backups**
Automatic backups can be created to be sent across the WAN. This ensures current data backups and gives the District Finance Personnel immediate access to Schools data.

**Print Date/Time Transaction Reports**
Each transaction entered is recorded to allow the Auditor or District Personnel to verify entries and who was logged onto the computer when each entry was generated.

**Data Entry is Quick and Accurate**
• Drop down lists help you select the right account, sub-account or vendor.
• Screen displays the check or receipt as you enter information.
• Print one or all checks.
• You can manually enter checks without printing.
• Adding or editing entries updates Account balances immediately.
• Begin your new year with correct balances in less than 60 seconds.

**Create more than 40 Reports**
Produce Financial Reports, Outstanding Checks, Bank Reconciliation, plus more in minutes.

**District Consolidation Software**
Consolidate data for all schools into one data base to run accurate 1099's and consolidated General Ledger reports totaled by School Identification.

**Auditors Special Software**
Auditors Software is included, at no cost, to allow Auditors to create special auditing functions. Run lists of missing check and receipt numbers, run a list of high and low dollar transactions; plus, a list of randomly selected transactions by percentage.

5

## Purchase Order Software

This program is designed to enter, print and keep track of Purchase Orders. The Purchase Order Program maintains total accountability of all purchase orders issued by the School.

This program interacts with the Accounting Program, posting to Accounts Payable to prepare payments for items that have been received.

**Program Features**
• Maintain total accountability for all Purchase Orders issued and received.
• Print Purchase Order Reports by Date, Account or P.O. number.
• Print reports to compare actual vs. budgeted items.
• Encumbered amounts also reported in Accounting Software.
• Receive an entire P.O. or line item by a click of the mouse.

This program will either share the Accounts and Vendor Files with the accounting or this module can be run as a "Stand Alone" Program.

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*Below are just a few of the advantages included when you order any EPES Software Product:*

**Fast and Easy to Use**
With our software you can print purchase orders and print reports in minutes instead of hours.

**Toll Free Technical Support**
When you call our toll-free technical support group, you will talk to a courteous, well-trained support technician who will assist in resolving your accounting problems.

**Guaranteed Pre-Printed Forms**
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**Strongest Guarantee in the Business**
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6

## Textbook Manager

Use this program to keep a total accountability of all textbooks purchased, issued or discarded. The Textbook Manager program makes it easy to record and track textbooks distributed to schools, teachers, or individual students. You'll be able to do both your textbook inventory and textbook tracking using the same program.

• Track the total textbooks purchased and when.

• View a complete distribution history of when and where your textbooks were sent and returned.

• Instantly view the number of textbooks currently left in inventory.

• Track the condition of each textbook when it was checked out and returned (if you want to track textbooks issued to individual students) plus much more.

• To check in books, just enter the textbook ID #. The entire system is updated instantly.

• Transfer student information from one building to another, or delete an entire class of students at the end of the year.

• Print a wide variety of reports. These include Books issued by teacher, Books by students, Books by textbook ID #.

• Automatically post textbook fees to the Student Fees program if you want track textbook fees paid by students.

*For detailed information: email to: sales@epes.org*

11

# School Inventory

This program is designed to keep track of inventory purchased by the school. You'll know what inventory items you've purchased by building, room, vendor, etc.

**Prints 14 standard reports:**
• Building-Room
• Date Purchased
• Property number
• Check number
• Depreciation
• Deleted Inventory
• Barcode Labels
• Classification Code
• Fund Code
• Vendor
• P.O. Number
• Replacement Cost
• Standard labels
• (Barcode) Inventory Status

• Depreciation period and value
• Deleted item information
  (date deleted and authorization
  name)
• % of funds from state, local,
  federal
• Replacement cost

# Student Fees

**The most Time-Saving program yet for Student Fees...**
*It's Fast, Easy & Comprehensive*

You can press one key and get the history of every fee a student has ever paid. Press another key and get the total amount of fees due for that student.

Student Fees is easy to use: Enter Student information first, enter Fee codes, descriptions and normal charges for each fee. Now you're ready to record student fees! (If you have your students in another program, use the Import option to automatically set up your student information without re-typing).

**Key Benefits**
• Printing is a snap, preview the reports on the screen or print to the printer.
• Use the Advance payment option for pre-payments, balances are reduced as fees are paid.
• To record student fees, simply enter, or scan the student's I.D. and Fee Code.
• Create up to 99 of your own personalized letters to parents
• Use the same receipts as you use for your Activity Accounting Program.
• Schedule Backups to be performed automatically.

*Here are just a few of the reports you'll be able to print:*
• Fees Due
• Fees Received
• Form Letters to Parents
• List of Students with Credit
• List of Fee Codes

Now you can save time and eliminate duplication of effort. The Student Fees program will automatically post receipts to your EPES Activity Accounting program. You don't have to calculate totals or re-enter information to deposit money received. You can still keep detailed accounts on students and keep track of activity accounts without duplication of effort.

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## Substitute Teacher

*Keep track of which employee (teacher, bus driver, cafeteria, or maintenance worker) was absent on what day, for what reason, and who was substituted?*

**You can:**
- Automatically post and keep track of total days absent for employees and substitutes as you enter absentees.

- View multiple entries on the screen in a simple row and column browse format.

- Use the automatic lookups to quickly find any information you've entered.

- While viewing absentees, press one button to print an Employee Absentee Authorization form.

- Use the Report Query option to select only the information you want to print.

- You can print teachers in one school, Cafeteria workers at the high school, substitute bus drivers, and much more.

- Print all reports to the screen. Preview them before printing.

- Click one button to back up your data or restore it to your hard disk.

For detailed information, email to: sales@epes.org

8

## School Daycare

*This software has been developed and beta tested by more than 50 schools and is now ready to release. Here are some of the benefits you get when you order from EPES:*

- Parents check in/out students with a click of the mouse. All check in/out times displayed for accuracy verification.

- Maintain current balances for all parents.

- Maintain Staff information and certifications.

- Verify immunization records for Children.

- Create invoices for weekly, bi-weekly or monthly schedules.

- Provides special rate tables for State subsidized Children.

- Automatically create and post special fees (field trips, late pick ups, late payments, etc. Calculate discounts for multiple children, etc.).

- Print invoices on any billing schedule. Include special messages on invoices.

- Purchase price includes 1 year toll free technical support.

- Join more than 20,000 schools currently using EPS School Software products.

- All EPES products include a full 180 day return guarantee (if the software does not fit your needs, simply return it for a full purchase price refund).

- Guaranteed invoice forms by Tom Brock Forms. (877-325-0189)

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9