



## MYOB EXO – Job Costing Module

This is a fully featured job and project cost management tool. MYOB EXO Job Costing is designed to accommodate the whole life cycle of a job from quote and budget all the way through to profitability analysis and variance reporting.

Graphically presented you can clearly see the current status of a job, the current profitability and the expected profitability of a project or job.

MYOB EXO Job Costing is an additional module that can be purchased that integrates with MYOB EXO Finance. If interested in this module, we will place you in touch with an MYOB Enterprise partner to further assist in determining your needs.

If your business relies on accurate project cost management, or relies on tracking direct costs, then your business will benefit from MYOB EXO Job Costing. Fully integrated to inventory, customers and suppliers, it is easy for your company to manage both simple and complex jobs or projects.

MYOB EXO Job Costing module is a fully featured Job Costing tool for complete project management, costing, revenue recognition and control system. Recognising that every business has differing requirements for cost control and analysis, It is highly configurable suite small jobbing operations and large complex multi job businesses.

It allows you to accurately track equipment hours, labour hours, materials purchase, subcontractor costs, other costs and inventory used on projects. Tremendous efficiencies are realized through the timely supply of accurate job based information.

### Managing job & project profitability real time

With MYOB EXO Job Costing Module your project information is always up to date and current up to the last cost or billing transaction. Graphically presented, you can clearly see the budget, the current profitability and the expected profitability of a job.

With greater information about the current status of a job you are far better placed to make decisions as the job progresses.

MYOB EXO Business clients who use the Job Costing module report of tighter cost control, less disputes regarding mid-job amendments and increased profitability overall. One client described the difference as like 'driving a car looking through the windscreen rather than the rear view mirror'.

### MYOB EXO Job Costing – Ideal for these types of businesses

- Advertising and media
- Boat building
- Carpet and flooring contractors
- Civil engineering firms
- Cleaning services
- Computer systems integrators
- Convention and event organisers
- Custom Jobbing manufacturing
- Earthworks and drain-layers
- Electrical contractors
- Engineering
- Funeral directors and arrangers
- General construction
- Haulage companies
- Plumbing, electrical and gas fitting
- Repair and maintenance
- General job based businesses

## MYOB EXO Job Costing highlights include:

- Complete tracking of Jobs from quote to completion and analysis
- Store contract documents against Jobs
- Multiple contacts on Jobs
- Generate purchase orders directly from Quotation when accepted
- Receipt goods and out costs directly to a job
- Accounting for Work in Progress
- Allocated people costs across different departments
- Amend costs prior to invoicing a job
- Create and manage projects with master and multiple sub-jobs
- Comprehensive reporting and form design with inbuilt GUI reporting tools
- Retain job history for repeat jobs and similar quotations, and perform trend analysis
- Extremely fast data entry screens
- Generate Job Sheets, invoices and quotes and other business documents in a multitude of customizable formats
- Track Serial numbers of stock items directly from the job
- Length, Depth, Width, Quantity measurements accommodated on the same line
- Quotation allows paste to and from Excel spreadsheets to accommodate custom costing systems to integrate without software development
- Complex pricing models supported. Margin % and Mark-up % based pricing models supported
- Open database encourages interaction with a wide variety of application development tools

## Estimates vs. actual

Quotations can be automatically generated in detail and stored for comparison with Job Actual to highlight variations using Job Costing's graphical analysis display.

## Job templates

Previous jobs can easily be recalled used as templates with up to date pricing allowing your staff to quote more efficiently.

## Master and multiple sub jobs

Manage larger projects more efficiently by creating sub-jobs. This allows more effective management of component deliverables while maintaining the ability to consolidate and report on the larger project against defined budgets.

## Job to order & job to stock option

Whether your business uses jobs to generate goods for stock or you make directly to order, the Job Costing system will allow you to track all time and materials associated with a particular job and process it accordingly.

## Customisable grid layout screens

Every company is different, that's why MYOB EXO Job Costing gives you flexibility when it comes to presenting information to your team. Show or hide columns as relevant, even change the order of appearance to assist data processing. Each user is able to save personal settings, which are re-loaded at login.

## Fast timesheet entry

Timesheets can be entered directly against the job, however users may prefer to use the direct timesheet entry screen. Designed to eliminate many of the problems surrounding time capture, MYOB EXO Business makes it easy for your team to keep project information up to date.

## Analysis

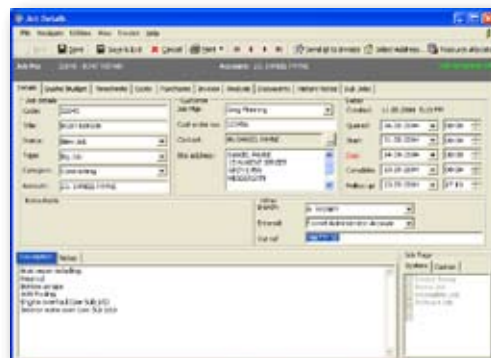
Strong support for analysis with setup available for area such as Job Status, Job Types, Job Categories, Cost Groups, Cost types, Job resources and Quote terms.

## Integration to Microsoft Outlook resource schedules

Scheduling jobs or tasks for individuals involved with a job is made easier by being able to send tasks directly to MS Outlook appointments schedule.

## Advanced kitting in a job

Job Costing Quoting and Cost entry screens support extensive kit features including price by total with pro-rata profit on componentry for realistic profitability reporting, by kit header or component lines. Alternative components (Swap in/out). Serial numbered componentry and kits.





## Large or small jobbing based businesses

Recognising that every business has differing requirements for cost control and analysis, It is highly configurable suite small jobbing operations and large complex multi job businesses, even differing departments within the same business operating with different modes, e.g. Service Dept, Production Dept and Installation dept all through one invoicing interface.

## Integrated job costing

MYOB EXO's Job Costing is a fully integrated module that allows you to track both time and material charges over the course of contract jobs or projects. Users can launch debtors, purchasing and inventory screens directly from Job Costing and store related transactions.

## Contact & document management

Job Costing makes use of MYOB EXO Finance powerful contact and document management features. You can store contracts, images and plans against specific projects creating a single repository for critical data.

## Reporting

Using the Report Writer you have full control over reporting from Job Costing. It also covers the design and layout of all job related forms such as quotations job sheets and invoice forms.

## Extra fields

Extra fields are also available within the MYOB EXO Job Costing module and add to the extraordinary flexibility of this module, allowing you to tailor data capture to your specific Industry requirements without resorting to any programming modifications.

## Invoicing from a job

Invoicing is able to be done directly from the job screen. Choices can be made about what to invoice and what to leave not invoiced in the job.

## Time sheet capture

A simple easy to understand page that allows fast time recording make MYOB EXO's Job Costing a very easy way of ensuring all time for a job is captured completely.

## Cost control

Recording all costs associated with a job gives real time job profitability feed back to all project managers.

## Additional modules to enhance your business

If you are interested in a more customisable business management solution for your mid-sized business and have some very specific industry requirements, we can help. The MYOB EXO Business Suite contains a series of additional modules that can be purchased and customised to your requirements with the assistance of an MYOB Enterprise Partners at a very competitive rate.

Additional Modules to enhance your business system include:

- MYOB EXO Job Costing
- MYOB EXO Point of Sale
- MYOB EXO Intercompany
- MYOB EXO Fixed Assets

## More information

To find out more about the MYOB EXO Business Suite please call the MYOB Sales team on 1300 555 110 or email us at [esinfo.au@myob.com](mailto:esinfo.au@myob.com)