

DOFIN and more

Financial management software

ADVANTAGES AND BENEFITS

- ***Security and control***
 - **Optimized and flexible management of security and confidentiality as well as an optional budget control of :**
 - budget accounts,
 - categories,
 - centres/projects.
 - **Several locking dates to block modifications in a fiscal year, depending on different groups of people and their tasks.**
- ***User-friendliness***

As the software functions in a graphic environment, the access to information is simplified by the use of spreadsheets for the display of data.
- ***Decentralization***

DOFIN is set up to function in a decentralized mode, without adding other modules.
- ***Links with other software***

All Société GRICS systems managing financial data generate transactions for DOFIN to retrieve.

The DOFIN software is a computerized financial management system that operates under SQL. It allows institutions to process and access their financial and budget data for their management and control needs.

Intended clientele

- Financial resources personnel
- School personnel, as per authorized functions

Main features

The software is used for :

- management of the general ledger, including :
 - managing central/local accounts,
 - managing accounts by category,
 - generating personalized, budget and fiscal financial reports;
- validation of the integrity of the accounting coherence between the general ledger, the histories and the subsidiaries;
- management of the budget, monthly and annually, including an option to control budget transfers so as to maintain balance;
- management of projects;
- management of accounts payable, including:
 - management of discounts,
 - direct deposit function,
 - local suppliers,
 - approval of invoices to be paid,
 - printing of personalized payment forms;
- management of petty cash;
- management of accounts receivable, including:
 - a list of products,
 - an inter-service accounts receivable invoice,
 - printing of personalized invoices, account statements and receipts;
- management of supplier/client dossiers, including :
 - dossier search tool,
 - management of dossiers by groups,
 - printing of T4A forms and RL-1 slips;
- complete bank reconciliation, including:
 - massive reconciliation of payments using file retrieved from your financial institution;
- management of a school bank account;
- management of GST and PST;
- automated change of fiscal year;
- permanent subsidiary ledgers;
- planned tasks;
- messaging and closing;
- simultaneous access to several fiscal years.

Data can be accessed through a software such as ACCESS for the production of local reports.

School decentralization

DOFIN also functions in a decentralized setting, giving the schools access to centralized data in an interactive mode.

The school user could, depending on access rights :

- query;
- print;
- record financial data;
- manage their projects/school;
- manage their own bank account;
- manage their petty cash.

The financial data are limited to the authorized school, as per access privileges. However, the administrative centre can always intervene in the management of operations.

Links with other software

DOFIN also has links with several other software products :

- PAIE, for the accounting of transactions from the personnel remuneration software, as well as AVANT-GARDE, HELIOS PIASTRE and TFP;
- interactive link with ACHAT, the supply-management software.

External links

- Interface with TRAFICS (Québec Ministry of Education);
- interface with the Revenue Ministry in the framework of the fiscal claims compensation dossier;
- links with your financial institution for:
 - retrieval of the collected-payments file;
 - transmission of a file for direct deposits to suppliers.

For more information please visit our Web site at www.grics.qc.ca, or communicate with Customer Service at (514) 251-3730 or by e-mail at info@grics.qc.ca.