SkyStep by 2M Technologies

SkyStep, from 2M Technologies, is an ERP (Enterprise Resource Planning) SaaS (Software as a Service) application tailored to the needs of Orthotic Device laboratories.

SkyStep provides a competitive productivity and profitability advantage. Because it is offered under a SaaS subscription, it dispenses with the purchase, maintenance and upkeep of a server and related software.

2M Technologies is a Microsoft Silver Certified ISV Partner whose personnel has over 100 years of experience in the industry. Since 1987, 2M has been helping our clients get the most out of their technology investment. Our staff is well trained, customer-oriented and has the ability, skill and knowledge to address the needs of the Manufacturing and Distribution community.

Our staff of professionals will help you get results quickly. We have listed just a few of the items that will give you the information you need, when you need it. 2M excels in providing knowledge, management tools and premier customer support to ensure that you receive maximum benefit from **SkyStep**. From Quotations and Customer Job Orders through Purchasing, Production and Inventory Control through Accounts Receivable, **SkyStep** is a solution you won't outgrow.

Throughout the system you will find features that will help you become more productive and responsive to your customers' needs as well as becoming more compliant in your electronic record tracking. The results combine for a more profitable operation. A few of the features you will find in the system are:

- Flexible Pricing and Discounting Definition.
- Customer, Vendor and Manufacturer Item Number Tracking.
- Doctor Standard Comments and Evaluation Options
- Flexible Product Configuration Options
- Document attachment to Customers, Items, Sales Orders and Purchase Orders.
- Workflow / Shop Floor Control w/Scanning for improved Customer Service.
- Work in Process and Location Tracking
- Shipper Tracking Number integration.
- Integration with Microsoft Outlook for Document Emailing.
- Powerful customer / item / vendor lookups.
- Extensive drill down capability to quickly get detail information.
- Upcharge Matrix for Additions and non-Standard Work

Now that you know what **SkyStep** *can do, you'll be amazed at how easy it is to get started.*

System Modules

SkyStep is available with Integration to QuickBooks, Sage and Dynamics Financials (if desired) or with native A/P and G/L Modules.

Accounts Receivable (A/R)

Track and collect money that is owed to you by your customers. It integrates to Customer Analysis, G/L and Billing. Cash Application, Statements and Aging Schedules and Collection Reports are run within this module. In addition, Notes may be applied to Customer Accounts regarding payments, conversations, etc.

Accounts Payable (A/P)

Track and disburse money that you owe your vendors. Enter Vendor Invoices and provide Hold/Pay status. Select A/P for Payment by Discount or Due Days or specific vendors or specific invoices. Direct and Manual Checks Processing as well. Invoice and Payment History. Live A/R and Aging Schedule. This Module integrates with General Ledger and Purchasing.

Customer Analysis

Required for any SkyStep installation; it is used to define customers and interfaces with most modules in the system. In addition to defining Customer Information, the module is used to track customer activity in sales and orders.

Sales Order Receiving, Evaluation, Processing and Invoicing

These modules are used to receive Sales Orders into the system, Evaluate them, produce Shop Cards and Bill them. Affects product availability and Customer Dollars on Order. Credit Checking to automatically HOLD orders. Picking Tickets and Packing Lists as well as Invoices. May be integrated to EDI Trading. There is an entire series of tools for reporting your Open Customer Orders. These module interfaces with Customer Analysis, Accounts Receivable, Sales Analysis and Inventory Control.

Inventory Control

One of your biggest assets is probably your Inventory. This module allows you to keep track of it, order it when you need, and analyze what's active, what's stagnant, what's profitable. This module interfaces with Order Entry and Billing, Purchase Order Processing, G/L and Shop Order Processing. There are many tools in the module for update of Inventory Counts, taking a Physical Inventory, setting up a Product Structure and Route, etc.

Purchase Order Processing (P/O)

You may enter Vendor Purchase Orders through this module. Those P/Os may be expedited, received, inspected and updated through this module. Also, activity and the history of purchases may be tracked through the module. The module integrates with Inventory Control and Work Order Processing.

Sales Analysis

This module is used to track information on Sales to Customers. Analysis is provided in a number of methods and with various criteria. The user can determine the timeframe to be run by changing the Application Date for historical purposes. The module interfaces with Customer Analysis and Billing.

Sales Quotation Processing

Before there is an order, there is often a quote or proposal. This module allows the user to enter a quote with pricing to a prospect. Once approved, the Quote can be turned into an order. In addition, there are special Formulation Quote functions for developing and costing a quote for process-driven products. Built-in Prospect tools are available as is integration with Microsoft's Dynamics CRM. The Module includes powerful workflow tools to integrate with Order Entry and Customer Analysis.

Service Processing, Time Accounting and Contracts

This module allows for tasks to be entered and recorded. Time may be applied to the tasks and accumulated for billing or for analysis of a Customer or Project. Time Contracts may be recorded and tracked (subtracting time used from a customer's balance). Budgets and efficiency may be tracked through the programs as are Open / Closed Tickets. This is an excellent module for customers who sell time and expertise, rather than material. The module integrates with Order Entry and Billing and Customer Analysis.

Shop Floor Control and Production Tracking

Shop Orders may be scanned and workflow monitored through this module. There are many tools for expediting and tracking these orders through the system. In addition, there are extensive Analysis Reports for tracking Work against Standards and for trapping Exceptions. The module integrates with Sales Orders, Billing and Inventory Control.

General Ledger (G/L)

Produce Financial Statements and Trial Balance, Create Journal Entries and Enquire upon the Account balances and transactions.

Accounts Receivable (A/R)

Accounts Receivable (A/R) provides the operator with a full range of functions for tracking and processing customer (practitioner) invoices and payments. By allowing you to easily manage all outstanding receivables, reduce collection time and increase cash flow, this module pays for itself in a very short time.

Highlighted Features:

- A/R detail history kept on file for a period of time determined by the organization.
- Details are kept to the level of the Patient Invoice
- Customer comments and Note Pad / Follow-up
- Customer access via various search criteria.
- Documents such as files, images and scans may be linked to the Customer Record for immediate display.

- User defined payment types.
- Invoice Range or Search Selection
- On Account Payments
- Late charges calculation by customer.
- Split Terms Aging.
- Due Date Adjustments and Split Capability.
- A/R Journal entries/adjustments.
- General Ledger interface journal.
- Overdue summary lists by salesman and customers.
- Accounts Receivable Historical Ledger.
- Identify "high risk" customers.
- A/R Statements
- Journal Summary Listing (Consolidates all Posting Register batches)
- Cash Receipts "Batch Posting" w/Multiple Banks
- Cash Posting for non-A/R income
- Complete History on every Cash Payment
- Trial Balance by Customer, Sales Rep or A/R Asset Account with filtering
- Drill-down and report of invoice detail invoices at the click of a mouse.
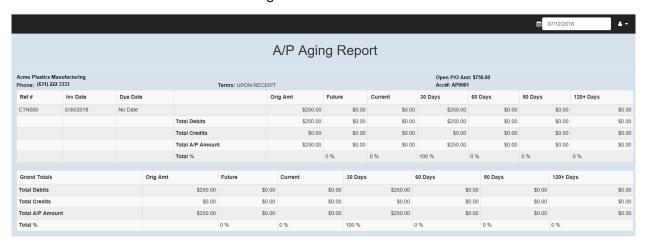- Email duplicate Invoices directly from **SkyStep** as PDF.

Accounts Payable (A/P)

Accounts Payable (A/P) provides the user with a full range of functions for tracking and processing vendor invoices and cash disbursements. By allowing you to easily manage all outstanding payables and track Vendor Activity, this module pays for itself in a very short time.

Highlighted Features:
- A/P detail history kept on file for a period of time determined by the user.
- Extensive Stats for Vendor activity
- Vendor Maser Maintenance w/separate remit-to address and extensive Search
- Standard G/L Distribution Accounts per Vendor with Percentages
- Hold / Pay / Discount processing for Invoices
- Cash Requirements – multiple criteria
- Direct Checks – disbursements w/out invoice
- Manual Checks – process check, don't print
- A/P Open Invoice / History Inquiry w/Invoice Details
- A/P Age Schedule (Aged Trial Balance)
- Check Voiding
- On-Account Payments
- Invoice and Check Registers and history listings
- Automatic InTransit and Receipt Vendor Invoices if Vessel Module is purchased
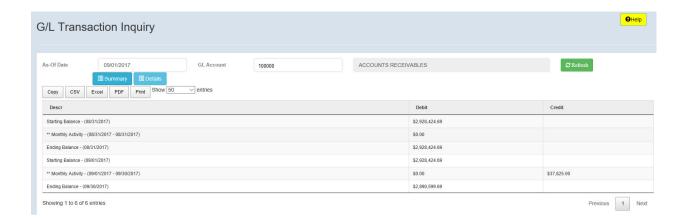- Interfaces to G/L and Purchasing

| | | | | | | 07/12/2018 | | |

A/P Aging Report

Acme Plastics Manufacturing
Phone: (631) 222-3333   Terms: UPON RECEIPT

Open P/O Amt: $750.00
Acct#: AP0001

Ref #	Inv Date	Due Date		Orig Amt	Future	Current	30 Days	60 Days	90 Days	120+ Days
CTN500	5/30/2018	No Date		$250.00	$0.00	$0.00	$250.00	$0.00	$0.00	$0.00
			Total Debits	$250.00	$0.00	$0.00	$250.00	$0.00	$0.00	$0.00
			Total Credits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			Total A/P Amount	$250.00	$0.00	$0.00	$250.00	$0.00	$0.00	$0.00
			Total %		0 %	0 %	100 %	0 %	0 %	0 %

Grand Totals	Orig Amt	Future	Current	30 Days	60 Days	90 Days	120+ Days
Total Debits	$250.00	$0.00	$0.00	$250.00	$0.00	$0.00	$0.00
Total Credits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total A/P Amount	$250.00	$0.00	$0.00	$250.00	$0.00	$0.00	$0.00
Total %		0 %	0 %	100 %	0 %	0 %	0 %

General Ledger (G/L)

General Ledger (G/L) serves to collect all transaction registers from the rest of the system and consolidate them in such a way that they "keep the books" as well as provide management with views of current operation and financial picture.

Highlighted Features:
- Chart of Accounts.
- Transaction Detail or Summary Inquiry and Report
- Journal Entries
- Trial Balance
- Income Statement Definition and Generation
- Balance Sheet Definition and Generation
- Month-End Close
- Interfaces with A/P, A/R, Billing and Inventory

G/L Transaction Inquiry ❶Help

As-Of Date	09/01/2017	GL Account	100000	ACCOUNTS RECEIVABLES		⟳ Refresh

📋 Summary   📋 Details

Copy   CSV   Excel   PDF   Print   Show 50 entries

Descr	Debit	Credit
Starting Balance - (08/31/2017)	$2,928,424.69	
** Monthly Activity - (08/31/2017 - 08/31/2017)	$0.00	
Ending Balance - (08/31/2017)	$2,928,424.69	
Starting Balance - (09/01/2017)	$2,928,424.69	
** Monthly Activity - (09/01/2017 - 09/30/2017)	$0.00	$37,825.00
Ending Balance - (09/30/2017)	$2,890,599.69	

Showing 1 to 6 of 6 entries   Previous   1   Next

Customer Analysis and Processing

The Customer Processing module provides better customer service by tracking detailed historical information and handling of special requirements for each customer through extensive comment capability. It also allows you to better manage customers through our comprehensive credit checking system.

Highlighted Features:

- Customer Master File with demographics, statistics, Ship-to Addresses, Contacts, eMail Addresses and comments for each customer account.

- Includes immediate access to Customer Account Statement and ability to eMail an A/R Statement to the Customer at the click of a mouse.

- Attach documents such as Credit Agreements, NDAs, Partnership Agreements directly to the Customer record for instant retrieval.

- Printing and non-printing Comments.
- System Look-ups: account#, name, address, city, user-definable keys.
- Flags for Hold, late charges, statement printing, activity, etc.
- Credit limit and credit status are set by individual customer.
- Multiple ship-to locations for each customer.
- Customer label printing.
- Customer History / History Trend Reporting.
- Boundless number of special pricing options and quantity breaks.
- Automatic calculation of average days to pay for each customer and invoice.
- Customer Profitability reports.
- Extended address handling (excellent for institutions and foreign accounts).
- Accounts Receivable Notepad for collections and correspondence.
- Lot and serial number tracking by customer
- Cross Reference of Customer Item# vs. YOUR Item# (where necessary).
- Separate matrix of Default Configuration Options to the Practitioner level
- Easy export of Customer Information into Excel for production of Mailings and other Merge-related functions.

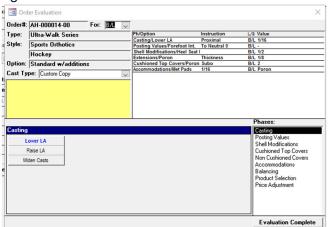## Sales Order Processing and Billing

These modules provide a range of functions beginning with the entry of customer orders all the way through to the final invoicing and updating. Once billed and updated, transactions may be tracked though the Accounts Receivable module.

Highlighted Features:

- Order management shows complete visibility from start to finish.
- Customer lookup by number, name, Patient or user defined 'selection' keys.
- Credit management subsystem with credit hold/release processing.
- Query items and Customers by number, or partial description.

- Sales History by customer including item, date, and price available.
- Customer or item comments automatically retrieved.
- Sales tax activity for any specified time period.

- Extensive Device Configuration Options
- Open order listings by multiple methods
- Open Order inquiries by customer, patient or item with drill-down to details.
- Daily and Open Order Summary listings.
- Automatic PDF Invoice Archive.
- Device Configuration Options
- Extensive Sales Analysis
- Standard comment codes
- Order Duplication Capability
- Customer/Item Cross reference for easy entry.
- Sales Order Acknowledgements.
- Integration with UPS / FedEx Shipping Stations.
- Late Order Reporting.

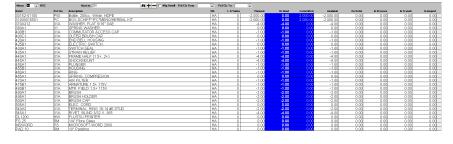Integrates with Inventory, A/R, Quotation and Shop Floor Control.

Inventory Control

The Inventory Management module provides you with complete control of inventory and availability, comprehensive pricing structures and on-demand management reporting.

Highlighted Features:

- User-definable item properties for Finished Goods and Components.
- Cross reference from your item number to customer and vendor item numbers.
- Quarantine capability for tight inventory control.
- Standard, Average, Last, FIFO, LIFO Valuation.
- Profitability by Item / Standard Cost Variance Exception Reporting
- Complete lot traceability from receipt to finished good.
- Full Inventory "Ledger" of transactions.
- Allows indentification of primary vendor and information.
- User-definable product classes to group items.
- User-definable item Class Templates.
- Costed multi-level BOM's and routing with theoretical and actual yields.
- BOM Scrap Factors.
- Mass replace of components in BOM's.
- Estimates for new jobs and costing evaluation.
- Traceability by your or Vendor's lot/serial#.
- Sales and Purchase History
- Documents, such as digital images, specifications and Sales Literature may be linked to the item and displayed directly from **SkyStep**.

- Multi-Warehouse and multi-location capability.
- Quantities and dollar comparison and trending.
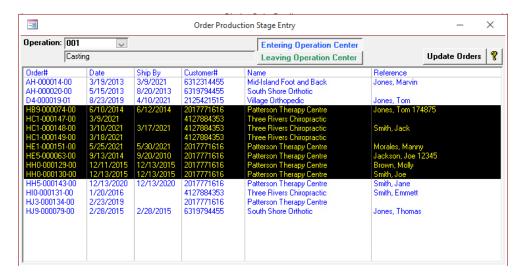- Critical item report for both over and under stocking levels.
- Cycle count code & ABC classification (with automatic recalculation).
- Labor reporting, material issues, inspection, job costing.
- Availability / Expediting reports and alerts for required items.
- Material Planning and purchase of inventory to stock or directly to a job.
- Master Item "Cost Roll-up" of Component Costs.
- Physical inventory and variance reporting.
- Vessel Schedule, Intransit Tracking and Landed Cost Calculation available.
- FIFO display for available Lots and Serial#s - allows efficient allocation of material to jobs (oldest, first).
- Scanning / Warehouse Automation available.

Shop Floor Control

The Shop Floor Module provides a full range of functions beginning with the development of a Shop Order form a Sales Order through final completion and Shipment. It also allows you to better manage technican throughput, workflow and work in process with a detailed tracking system.

Highlighted Features:

- Workflow Tracking: track each operation of a Production Order.
- Location and Stage information immediately available to Customer Service
- Shop Floor Control / Scanning *available*
- Work in Process Reporting
- Productivity Reporting
- History Tracking of all Production Orders and Configuration Options.
- Support Documents: Shop Card, QC Form, Device and Packaging Labels, etc.
- Ability to Job Shop a Work Order to an outside facility.
- User-definable configuration Options
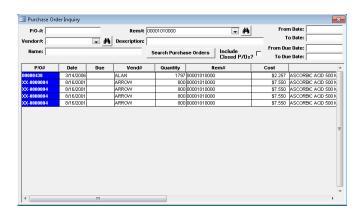- QC Tracking and rerouting.

Vendor Purchase Order Processing

The Purchasing sub-system provides an excellent vehicle to maintain and control all purchasing activities of the company. Making the correct buying decisions requires accurate and up to date information.

Highlighted Features:

- Vendor-Specific Conversions, Costing, Lead Time processing.
- Inspection / Quarantine processing with electronic signoff for release.
- Revision number assigned each time maintenance is done on a purchase order.
- Ability to flag items that must be inspected/quarantine. Once received, quarantine items remain separate from On-Hand until inspected and accepted.

- Full or partial receipts of line items on purchase orders.
- Integrates with Vendor Master for Standard Information.
- Multiple Warehouse / Drop Ship Warehouses.
- Multiple Sources for a given item.
- Special pricing for item x vendor.
- On-line analysis and reporting for all vendors for a specified item.
- Complete P/O History by Item / Vendor
- Comments from the inventory and vendor file may be displayed and/or printed.
- Purchasing vs. stocking unit of measure conversion.
- Multiple Due Dates per Order w/delivery schedule.
- Supports drop shipment handling (to customer or other site).
- Receipt History by vendor, item and p/o number.
- Pricing from vendors including up to 6 quantity breaks and last Quote Date.
- Search for items by description, Item# or Product Class.
- Open P/O inquiries and listings by multiple criteria.
- Look-ahead cash requirements based upon outstanding purchase orders.
- Receipts register printed on demand.
- Bar-coded Receiving Labels printed on demand.
- Suggested reorder reports can be run on-demand.
- Min / Max Qty support and calculation.
- eMail P/Os to Vendors (if applicable).

Integrates with A/P, Inventory Control, Project Tracking, Sales Order Processing and Service Processing.

General

The **Response** family of Business Management System from 2M Technologies is written with users in mind and **SkyStep** inherits that design. Information detail can be drilled-into with the click of a mouse – saving time (and money) for those answers that you need **now!** Common methods and functions utilized throughout the application minimize user training time. If you get stuck, try the browser-based Help screens. **SkyStep** is a flexible, easy to use multi-instance application that provides companies with a road to success.

Modularity: Modules can be installed in a variety of sequences and combinations.   Users need only subscribe to the modules they require, and add-on as needed.

Flexibility and Scalability: The **SkyStep** family runs on SQL Azure, Microsoft's Cloud-based Relational Database which features high availability and scalability and allows us to be one of the most cost-effective ERP SaaS offerings available. **SkyStep** will scale with your needs. Add modules or turn on features to grow your system as your business grows.

Ease of Modification: 2M recognize that some users wish to customize portions of the **SkyStep** system to their own specialized needs. To this end, 2M has set many of the system features up in tables that can be modified as needed. If you require additional modifications, 2M can customize the application to meet your needs. Also, **SkyStep** leverages technology from Microsoft Office – the world's most popular office suite and the Microsoft Azure Cloud.

Security Administration: User-level and Group security allow the system manager to restrict access to any area of the system. Action logging and Electronic Signatures appear throughout.

Menu-Driven: All applications are run from menus, facilitating both ease of use and security administration.

Reporting Options: Via SQL Azure, **SkyStep** is easily connectable to standard reporting tools such as MS Access, SSRS and PowerBI. PowerBI, Microsoft's Cloud-based, user-centric BI tool is most effective for extracting ad hoc information for Business Intelligence.

Comprehensive: Far from high-priced, **SkyStep** is high value. From its user-friendly interface with many imbedded searches, through its ability to fully track Lots along the supply chain, to the use of Electronic Signatures it packs a lot of bang for the buck! Being deployed as a SaaS also dispenses with the cost of Servers and Licenses and ensures that your Line of Business Application is not compromised by local hardware issues.

Standardization: **SkyStep** is designed with consistent standards. The operator and keyboard usage are the same in each of the modules, so a user who has learned one module has a very short training time for any of the others. (Users spend time working – not training!)

About 2M Technologies

2M Technologies (2mtech.com) was founded in 1987 and has been providing software solutions to businesses for 30 years. We have evolved over time, adapting to the latest technologies and continue to provide high quality software solutions to its clients. Manny Morales is a co-founder and acquired sole ownership in 2012.

2M is a Microsoft Silver Level partner earning Competencies in Application Development and Cloud Solutions. We are fluent in Microsoft Platform technologies such as SQL Server, Windows, SharePoint, .NET and the Azure Cloud Platform as well as many Open Source technologies such as jQuery, Javascript, HTML, CSS and many more. In addition, we have expertise in legacy tools such as VB, ODBC and Universe / Pick.

We are located in the NY Metro area and service clients throughout the USA and Canada.

We specialize in Applications and Solutions for Businesses (as opposed to consumers) and have provided to clients in the following sectors:

- ➢ Manufacturing
- ➢ Distribution
- ➢ Not for Profit
- ➢ Healthcare
- ➢ Educational
- ➢ Food Service and Restaurant
- ➢ Compliance Services
- ➢ Repair Services
- ➢ 3rd Party Logistics

Our off-the-shelf ERP applications: Response, ResponsePro, OrthoWare, Response3PL and ResponseSVC are Microsoft-Certified ISV products which we have created for several vertical markets. Our "next generation" SaaS (Software as a Service) Offerings: SkyStep, SkyStep and SkyServe are available as a subscription, delivered through the Microsoft Azure Cloud.

In addition, 2M provides custom "one off" solutions where package solutions do not fit and provide integration and middleware solutions.

All of 2M's applications are available On Premises and in The Microsoft Azure Cloud.

References

Available upon Request.