



## OSMA Modules, Sub Modules, Features and Add-ons Summary

### Core Module

#### Basic Features:

- User Groups Management
- Users Management
- User Groups Permissions Management
- User Permissions Management
- User Logins Reports
- User Activity Audit Logs Reports
- Data Backup and Restore within the Interface
- Automated Primary and Secondary Backups on Online and Offline Servers
- License Renewal within the Interface
- Archived Attachments for Every Transaction

#### Add-ons:

- Company Schedule Management (On Online Published Servers)
- Users Exceptional Schedule Management (On Online Published Servers)
- Users Leave Days Management (On Online Published Servers)
- Users Help Center Management (Text, Documents, Images, Videos)
- Outgoing Email Settings (For System Notifications and E-mail Reports)

## Accounting Module

### Basic Features:

- **Companies:** Multiple Companies Definitions with Visibility Options per User, Fiscal Years Start / End and Transactions Confirmation Date Definition, Working Days Management, Vacation Days Management, Intercompany Accounts Import
- **Accounts:** References Definition, Accounts Management, Account Groups Management, Ledgers Definition, Value Date Availability
- **Payables:** Goods Suppliers Management, Assets Suppliers Management, Other Creditors Management, Contacts Management
- **Receivables:** Client Categories Definition, Clients and Client Discounts Management, Cash Clients and Cash Client Discounts Management, Other Debtors Management, Contacts Management
- **Currencies:** Currencies and Currency Rates / Entries Management
- **Cost Centers:** Cost Centers Definition
- **Departments:** Departments and Users by Department Management
- **Accessibility:** Users Cash Accounts, User Groups Accessibility by Department / References / Transaction Source, User Verification Management
- **Transactions:** Journal Vouchers Management, Receipts Management, Accounting Invoices Management, Payments Management, Debit and Credit Notes Management, Transaction Reservations Process, Tax Accounts Mapping , Tax Closing Process
- **Reports:** Chart of Accounts, Statement of Accounts (General, Yearly, Client Targeted, By Value Date, Send Email), Trial Balance and Balances Drill Down, Ledger Report, Daily Journal and Controls, Receipts by Salesmen Allocation, Search for Transactions, Matured Balances Report, Seriality Control, Client Positions, Cash Clients Having Balances, Client Discounts Reports, Client Information Modification Logs, Exchange Rates Control Over Tolerance Percentage Reports, Monthly / Yearly Transactions and Balances Graphs and Charts
- **P&L / Balance Sheet:** User Defined Internal Balance Sheets and Profit and Loss Reports
- **End of Fiscal Year Procedures:** Balance Forward, Closing Profit and Charge Accounts, Difference of Exchange Process

## Add-ons:

- **Accounts:** Bill Accounts Mapping
- **P&L / Balance Sheet:** User Defined Publication Balance Sheets and Profit and Loss Reports
- **Cost Centers:** Cost Center Groups Management and Relative Reports
- **Templates:** Transactions Templates, Transaction Description Templates
- **Transactions:** Checks Printing within Payment Transaction
- **PDC:** Postdated Checks Management affecting Reports Layout, Information Modification  
Logs Reports
- **Reports:** User Defined Audit Preparation Reports, Ageing Reports, Bills Reports and  
Situation, Bank Deposits

## Sub-Modules:

- **Budget Control:** Budget Settings and Parameters, Budget Entry and Link with Accounts,  
Budget Situation Report

## Assets Control Module

### Basic Features:

- **Settings and Parameters:** Settings and Parameters Management, Companies / Currencies  
/ Locations Management
- **Assets Definition:** Assets Rates Definitions, Assets Register Management
- **Calculations:** Assets Calculation without Register Update, Assets Calculation with  
Register Update
- **Reports:** Assets Register List Report, Yearly Assets Register list, Historic Assets Register  
List

## Inventory Control Module

### Basic Features:

- **Parameters:** Accounts Links Definition, Warehouses, Point of Sales, and Zones Management
- **Items:** Groups, Sub Groups, Brands, Sizes, Colors, Group Related Brands, Countries, Items, More Item Specifications, Items Price List Entry, Competitors Price Sheet, Modify Average Cost Price in Items and Transactions, Credit Letters Expenses Rates, Item Batches
- **Salesmen and Technicians:** Salesmen, Salesmen Groups, and Technicians Management, Salesmen Commissions
- **Receivables:** Clients, Sub-Clients and Limit Management, Prohibited Brands Management, Discounts Priority Matrix, Discounts Matrix
- **Accessibility:** Departments / Warehouses / Point of sales Accessibility by User or User Group management
- **Transactions:** Opening Inventory Management and Automatic Opening, Inventory Correction Management, Transfers Management, Outgoing Parts for Sales Expenses, Delivery and Receipt from Production, Orders, Purchases and Return Purchases Management, Cash and Credit Sales Management, Transaction Reservation Process
- **Reports:** **Inventory Reports** (General, with Selling Price, with Order Details, by Size, Periodic, by Batch, by Group / Brand, by Warehouse / Group), **Inventory Repartition** (General, by Size), List of Zero Inventory, **Inventory Control**, **Stock Card**, **Stock Situation**, **Transaction Movement List**, **Daily Stock Operations by Warehouse**, **Daily Transaction Control**, **Salesmen Activity**, **Client Reports** (Client Transaction List General and by Currency, Client Balances by Salesmen / Region, Clients without Sales, Clients Receipts by Salesman, Summary Client Sales, Clients Totally Blocked from Purchases and Clients Blocked from Specific Brands, List of Items Bought by Client, Clients List per Brand Sold), **Sales Reports** (General, by POS, by Level, Monthly Sales Report, Items Sold under Cost, Group / Brand Sales), **Order Reports** (General and Detailed Orders List Report, Items Ordered without Transactions, Detailed Incoming Orders List by Value, List of Receivings), **Items Reports** (Items by Size, Items Availability by Size, Items with Zero Price List, Items with Zero Cost, Items under Minimum Stock, Items not Sold Since Date, Delivered Items to cost center, Summary Item Sales, Items with Changed Cost Price, Current Cost vs Cost with Orders), **Suppliers Movement List**, **Global Amount of Purchases by Period**, **Cost Center Situation**, **Average Price for Inventory and Orders**, **Discounts Variation Reports**

## Add-ons:

- **Parameters:** Transaction Password for Sales under cost, Sales without quantity, and sales over limit
- **Items:** Statistics Levels, More Item Specifications by Group, Models / Patterns, Advanced Discount Matrix
- **Transactions:** Advanced Transfers, Advanced Transactions by Model / Pattern Matrix, Sales Passwords Logs, Enable / Disable Extra Limit for Clients with Automatic Authorization
- **Client Reservations:** Client Reservation Management, Client Reservation Integration with Sales and Direct process of reserved items, Client Reservation Integration with all Related Inventory Reports
- **Reports:** Unsettled Invoices Report, Client Sales Performance, Client Sales Comparison List, Client Sales Variation, List of Invoice that over passed the limit, Client Information Modification Logs Report, Sales Collection by Client, Comparative Sales Report by Brand, Salesman Performance, POS and Warehouse Performance, Sales Statistics by Group with and without profit, Orders Suggested Quantities, Purchase Order Prices Comparison, Item Audit Report, List of Operation Completed per User, Inventory Repartition by Warehouse, Client Sales Performance
- **Reward Points:** Reward Points Management per Brand, Reward Point Opening Balances, Reward Points on Sales, Reward Points Settlement, Reward Points Reports
- **Dashboard:** Dashboard and Dashboard Management

## Sub-Modules:

- **POS:** POS Default Settings, POS Cash Clients, POS Sales and Returns, POS Reports and Search
- **E-Commerce Solution:** Bank Links and Online Payment, Items Visible on E-Commerce Site Management, Quantities, Minimum and Maximum Order Amounts on E-Commerce Site, Other Settings, Full E-Commerce Solution with Items Gallery, Detailed Item Page, Cart, Checkout and Managerial Portal

## Statistics Module

### Basic Features:

- **Report with Graphs and Charts:** Yearly Sales Profit by Client, Comparative Sales Report (5 years), Client Sales Report (3 years), Region Sales Report (5 years), Sales Report by Salesman (5 years), Group Sales by Salesman Report, Sales & Clients' Balance Variance, Purchase or Sales Report (3 years), Received Orders Report (5 years), Received Orders with Items Report, Current Year Profitability Rate, Price List Calculation, Orders Statistics by Group, Orders Statistics by Item, Detailed Purchase Report (Received), Monthly Sales, Last 5 Years General Situation, Theoretical Profit Report After Discount, Theoretical Profit Report by QOH & Orders, Inventory with Comparative Sales

## Payroll and HR Module

### Basic Features:

- **Basic Information:** Settings, Basic Parameters, Other Parameters, Currencies, Currency Entry, Cost Centers, Cost Center Group, Employment Agreement Types, Third Parties Underwriters, Third Party Underwriter Payment Rates, Family Situations, Grades, Grades Allocation, Automatic Grades Allocation, Tax Slices, Transaction Codes, Job/Material, Banks, Employee Parameters, Occupations, Levels, Titles, Citizenships, Religions, Rites, Staff Category, Services, Sub Services, Employees, Cumulative EOS Provisions, Supplement Months Definition
- **Transactions:** Monthly Parameters, Monthly Absenteeism, Monthly Overtime per Day, Monthly Overtime per Hour, Monthly Transaction per Amount, Monthly Transaction Template, Monthly Transaction by Unit, Generate Monthly Transaction Template, Generate Monthly Transaction Code, Generate Monthly Transaction per Unit, Generation of Over Time Transactions, Pre-set Transportation Fees, Third Party Underwriter Excluded Codes, Salary Calculation, Monthly Datasheet per Employee, Temporary Employees, Lump Sum Wages, Maintenance, Adjust Old Monthly Family Situation Tax Deduction According to Monthly Family Situation, Delete Historic Salary, Scholarships

- **Link with Fingerprint Machines or Hand-Punch Machines**
- **Reports:** Salary Journal, General Salary Journal, Transactions Journal, Payroll Slip, Monthly N.S.S.F, Transaction History, Historic Salary Journal, Transaction History by Employee, Periodic N.S.S.F Journal, Yearly N.S.S.F Journal, Payroll Transfers to Bank

### **Add-ons:**

- **HR:** Personnel Affairs Procedures, Personnel Checklist, Signature Categories, Specimens of Signatures, Organizational Chart, Job Description Management and Definition in Employee, CVs Management (Interviews and Examinations Schedule and Results), Training Management, Leaves System, Employee Missions, Employee Certificates, MOF Reports, Managerial Decisions, Employee Evaluation System (Evaluation Groups, Service Years, Evaluation Entry, Calculation, Average Calculation, Employee Satisfaction Survey), Relative Reports

## **Consolidation Module**

### **Basic Features:**

- **Reports:** Consolidated Reports gathering data across available companies (Consolidated Companies Management, Statement of Accounts, Trial Balance/ Drill Down, Profit and Loss, Balance Sheet, Sales Reports, Inventory Reports, Client Reports, Other related reports that can be gathered from different companies)

## **Money Market Module**

### **Basic Features:**

- **Basic Information, Money Market Trades Transactions, Online Link for Online Platforms and data synchronization, Financial Money Market Reports including live Customer Standings and Profit and Loss Situation**

## Subscription and Memberships

### Basic Features:

- Basic Information, Subscribers, Live Dashboards for Subscriber Transactions, Relevant Reports and Digital Loops