



# Accounting Software Healthcheck

You have made an important investment in your accounting software but are you getting the most out of it?

An Accounting Software healthcheck will:

- ✍ Maximise on your software investment by using it effectively
- ✍ Ensure you are complying with legislation
- ✍ Improve the efficiency of your computer

Working with Griffins will give you access to over 25 years of accounting software experience. You can discuss your specific concerns with one of our specialist consultants who will implement a health check on your software.

Your healthcheck will be tailored to your business needs and could include:

- ✍ Decluttering your sales, purchase and nominal ledger
- ✍ Check your backup procedures are working
- ✍ Review VAT posting and reports produced to check compliance with regulations
- ✍ Clear up any unusual postings in the year like fixed asset additions or disposals, depreciation, hire purchase or finance leases
- ✍ Help in reconciling accounts such as your bank
- ✍ Set up and help you to produce the report the you need for your business
- ✍ Check that you are using the software in the most efficient way
- ✍ Review your processes to make sure you are using all the features relevant to your business.

If you have ever asked yourself any of the following questions regarding your accounting software, then contact us to arrange for one of our consultants to perform a healthcheck on your accounting software:

- ✍ Am I using the software correctly?
- ✍ Am I complying with legislation?
- ✍ How can I make this software help me with my business as I thought it would?
- ✍ Going computerised is supposed to be quicker so why does it take me so long?
- ✍ Why are there so many old balances sat in my ledgers and how do I clear them?
- ✍ What happens if my computer crashes and I loose all my data?

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