

Administrative Software Solutions



Add-on Modules

Administrative Interactive Management System - AIMS

INTEGRATED SYSTEM

The application suite and optional modules are designed to work together for seamless workflow and user-friendly interface.

OPEN PLATFORM

A software architecture built on solid programming, flexible for on-demand custom routines and able to run on PC's, LAN's, WAN's, LINUX and UNIX based computer systems.

CONSULTING SERVICES

Annual maintenance subscription provides user support covering normal software operation during the subscription period. Refer to maintenance agreement for detailed description of covered services.

Integrated modules for flexible and efficient workflow.

PDF Interface

- Allows user to print any report from DCR graphical system into PDF format.
- Allows user to distribute reports electronically via email.
- Allows user to save reports on local computer or remote server for future viewing.
- Reduces paper requirements and usage.
- Saves money on paper supplies.
- Requires Adobe™ PDF Writer or similar application to be installed on users' computers for interface to be fully functionally.
- Works with Adobe Acrobat™ Writer, any PDF file maker software or any PDF file maker freeware (i.e., <http://www.cutepdf.com/Products/CutePDF/Writer.asp>).

Report Query Tool (Relativity)

- Allows user to create custom reports from any data fields in the DCR AIMS system using any application the user is proficient with. (i.e., Payroll, Human Resources or any department user can query any data field to generate customized reports or spreadsheets).
- Works with MS Excel™, MS Access™, FileMaker Pro™ and any other application that are ODBC compliant.
- Allows user to write queries using MS Excel™.
- Security control through data dictionary.
- Permission based security access via application.
- Security access levels can be defined from general to specific for each user.
- ODBC compliant data bridge.
- Central dynamic data dictionary.

Payroll History Query Module - Provides users with a customizable query tool for detailed line item transactions on employee check distributions.

User defined searches on:

- Base Contacts
- Supplemental Contracts
- Additional Pay
- Voluntary Deductions
- Benefits Information
- Drills down to specific date, employee number, assignments, cost centers, contract activity.

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A.I.M.S. Base System

Accounts Payable

Budgetary Accounting

Budget Reporter

Check
Reconciliation

Encumbrances
Accounting

General Ledger

Payroll Database

Payroll History

Enhanced Query Module - Provides users with a predefined list of employee queries from Payroll Maintenance and employee queries from Personnel Maintenance.

User searches on:

- By pay cycle
- Employees in a payroll location
- TRS all board paid pension
- TRS non-Board paid pension
- TRS split pension
- IMRF pension
- IMRF all Board paid pension
- IMRF split pension
- FICA and Medicare
- FICA and Medicare all Board paid
- Medicare only
- Medicare only all Board paid
- Employees with no pension
- Employees with TRS docks

Report Archive & Retrieval System

- Allows user to save any report on disc and print at anytime in the future.
- Automatically creates report file names and file organization structure.
- Lookup screen allows user to find reports by report type for ease of printing.
- Server based storage for regularly scheduled backups.
- Security control by user specific permission access level.

Child Support Transmission

- Tracks case information.
- Transmits ACH NACHA file format via financial institution to State Disbursement Unit.

Web-based Employee Information System (WEIS)

- Internet browser based interface for district employees
- Allows access to personal data
- View employee attendance
- View pay check information
- Change or modify name and address
- Input and submit time card information
- Security access levels through user based permissions

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