SAP Business ByDesign™

SAP Solution Brief
SAP Solutions for Small Businesses and Midsize Companies

SAP Business ByDesign

GET THE FUNCTIONALITY YOU NEED NOW – COST-EFFECTIVELY

WHILE BUILDING A FOUNDATION TO SUPPORT BUSINESS GROWTH

With the financials starter package for the SAP® Business ByDesign™ solution, you can quickly and cost-effectively obtain on-demand software to help manage the next stage of your growth. Take advantage of specific functionality now, while building the foundation for implementing additional functionality later.

Small businesses and midsize companies need to enable growth while ensuring that they conduct business in a smart, lean, and cost-effective manner. In an increasingly global economy, that means streamlining core business processes while scaling them across organizational boundaries and international borders. However, the desktop accounting software and spreadsheets typically in use present an obstacle to growth because they can't scale or handle the increasing complexity of the business. A successful future means replacing desktop accounting software and other manual, spreadsheet-based processes with enterprise-class solutions that can manage the increasing complexity of the financial and workforce-administration needs that companies must meet. However, adopting more sophisticated software often involves a trade-off – preserving capital while obtaining the best solution for solving the business challenges at hand. Fortunately, SAP, a world leader in business software, makes that decision easier.

Designed specifically for small businesses and midsize companies, the SAP® Business ByDesign™ solution is the most complete, fully integrated business solution delivered on demand. The solution addresses the needs of growing companies by providing the functional depth of a large-scale business management solution at a cost that's better suited to their budgets. SAP Business ByDesign also features a rich and user-friendly interface that adapts to each user's role and provides embedded analytics to enhance productivity.

Further, SAP Business ByDesign is also available as fixed-scope, modularized packages that let you take advantage of the specific functionality you need now, while building the foundation for implementing the additional functionality you'll need later. When that time comes, everything will be integrated.

The financials starter package for SAP Business ByDesign encompasses on-demand software and services from SAP that enable you to configure and implement your software quickly and at a predictable cost. The financials starter package helps you manage financial and HR tasks and provides integrated functionality for customer and supplier invoicing as well as internal project management. The software helps your company gain better insight and visibility across the organization, increase operational efficiency and effectiveness, and have the flexibility needed to adapt to future business changes. The financial and HR management functionality gives you critical insight into your company's financial performance. It also helps you automate and streamline your core business processes, manage your workforce, optimize cash flow, and comply with regulations more easily and at a lower cost. The financials starter package for SAP Business ByDesign is designed to allow you to expand the solution scope as your business grows into other areas such as sales, marketing, and procurement.

Financial Management

As the core of your business operations, the financial management functionality helps you process financial transactions and produce reports for internal and external stakeholders. You have a single, up-to-date view of your financial condition because the software integrates key business processes with your financial reporting systems. The software lets you keep track of payables, receivables, payments, liquidity, fixed assets, taxes, and expenses. Advanced reporting and analytics help you manage compliance and statutory reporting and make better-informed financial decisions.

Financial and Management Accounting

The financials starter package provides a consolidated, up-to-date view of your financial situation. In addition to processing general ledger transactions, it provides financial reporting and analytics that deliver information whenever and wherever needed. It can allocate costs to different departments to analyze all aspects of your business and drill down into details for better insight into your costs and revenues. In addition, you can simultaneously manage financial transactions and reporting using multiple currencies. You can also:

- Centrally manage general ledger accounts and benefit from streamlined period-end closing to reduce the time and effort required to close the books and produce reports
- Manage accounts receivable and payable, and streamline invoice and payment processes, through greater automation and collaborative workflow
- Simplify the management of your fixed assets along their lifecycle by automating routine tasks and accruals from acquisition through retirement

Customer and Supplier Invoicing

The financials starter package enables you to streamline inbound and outbound invoice processing with workflow and automation. Other functionality – credit memos, for example – is fully integrated with the general ledger to create automatic postings while minimizing manual intervention. On-time processing of supplier invoices enables your company to take full advantage of early-payment discounts.

Cash Flow Management

Nearly every business process involves the flow of cash within your company and between your company and its external business partners and customers. The financials starter package completely integrates the financial aspects of your business processes, enabling you to gain critical insight into and control over your cash inflows and outflows. You can also:

- Centrally manage your payables and receivables, automate payment and clearing processes, and valuate payables and receivables in multiple currencies
- Quickly create tax returns by using centrally managed corporate data, to comply with the requirements of every region in which you do business
- Set up expense and reimbursement policies, automate approvals, and reimburse employee expenses

The software helps your company gain better insight and visibility across the organization, increase operational efficiency and effectiveness, and have the flexibility needed to adapt to future business changes.

HR Management

The financials starter package helps you improve the efficiency and effectiveness of HR administration. The software lets you manage employee information, organizational assignments, and time recording. You can adapt HR services to changing business needs by adding, enhancing, and automating processes, including workloads and personnel.

Human Resources

Integrate your HR processes with other core business processes, so that HR data is available to all your employees when they need it. The financials starter package for SAP Business ByDesign features built-in workflows and self-services for managers and employees that relieve HR administrators of routine tasks. You can also:

- Streamline the new-employee on-boarding process – from hiring the right person to determining job responsibilities and assigning data-access rights
- Comply with HR-related guidelines and standards established by your company, as well as those of the regulatory authorities in the countries where you operate
- Manage and allocate employees' work time against a defined schedule automatically, and record it for time administration, payroll, and management accounting

Internal Project Management

The financials starter package for SAP Business ByDesign enables you to manage projects of any size, from simple to complex, and keep other departments in your company informed. In addition, project teams can collaborate on project documents and share project-related information. You can also:

- View project data using graphical presentation tools, including Gantt charts, work breakdown structures, and network diagrams
- Monitor project progress and deviations by making continuous reassessments, and escalate important issues as needed

Services

The financials starter package for SAP Business ByDesign is one of several offerings designed for companies that want to get into production quickly and efficiently while keeping their costs down. These starter packages deliver a new level of service and support to on-demand business applications through a combination of service provided by SAP and built-in learning, help, and support tools. The financials starter package for SAP Business ByDesign provides standardized implementation services that are delivered by SAP experts, enabling you to go live quickly and at an affordable price. By adhering to a defined scope and configuration, and implementation options that use SAP Best Practices packages, the starter package helps you go live quickly and successfully at a predictable fixed price.

A Strong Foundation

In short, the financials starter package for SAP Business ByDesign helps you make your business more profitable through more efficient and effective operations. The starter package lets you enjoy the depth of a large-scale solution and steer clear of an expensive and complex IT staff and infrastructure. You can better manage financial and HR tasks now, with confidence, and lay the foundation for adding additional integrated functionality when you're ready.

The financials starter package automates and streamlines error-prone and costly business processes. The software gives you visibility across key business functions and better insights for better-informed business decisions. It delivers the benefits of enterprise business management software without the need for costly in-house IT expertise. And it helps you conserve capital and increase liquidity by avoiding the high up-front costs often associated with enterprise software.

> The financials starter package completely integrates the financial aspects of your business processes, enabling you to gain critical insight and control over your cash inflows and outflows.

Building your business on a strong foundation lets you focus on growth instead of internal administration, with a scalable solution that adapts to your business needs. SAP Business ByDesign incorporates more than 35 years of SAP experience in developing software to help manage the critical business functions of the world's largest and most complex businesses.

Find Out More

For more information on the financials starter package for SAP Business ByDesign, please call your SAP representative or visit us online at www.sap.com/sme/solutions/businessmanagement/businessbydesign/starterpackages.epx.

QUICK FACTS

www.sap.com/contactsap

Summary

The financials starter package for the SAP® Business ByDesign™ solution helps small businesses and midsize companies manage the next stage of their growth while conducting business in a smart, lean, and more cost-effective manner. The starter package lays the foundation for a full implementation of the complete SAP Business ByDesign solution down the road.

Business Challenges

- Build the foundation for growing the business affordably by automating and improving error-prone and costly business processes
- Gain the benefits of enterprise business management software without costly in-house IT expertise
- Conserve capital and liquidity by avoiding the high up-front costs associated with enterprise software
- Gain visibility across key business functions and better insights as the basis for business decisions

Key Features

- **Financial management** – Process financial transactions and produce reports for internal and external stakeholders
- **HR management** – Manage employee information, organizational assignments, and time recording; adapt human resources services to changing business needs
- **Project management** – Manage projects of any size, from simple to complex, and keep other departments in your company informed
- **Services** – Take advantage of standardized implementation services that are delivered by SAP experts and that enable you to start live operations quickly and at an affordable price

Business Benefits

- **Lower costs** by avoiding the management, expense, and complexity of an in-house IT department
- **Greater agility** thanks to a scalable solution that adapts to your business needs
- **Faster employee acceptance** though a rich, user-friendly experience with simplified navigation and embedded analytics
- **Stability** thanks to a more rapid deployment at a lower and more predictable cost

For More Information

Call your SAP representative, or visit us online at www.sap.com/sme/solutions/businessmanagement/businessbydesign/starterpackages.epx.

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