PINION INTEGRATED OFFICE

Be in control of your bookkeeping

Pinion Integrated Office, powered by Robot Accounts, is pre-accounting software that improves the efficiency and effectiveness of farm bookkeeping.

Using AI, all your bills and statements are processed through Robot Accounts and each expense is allocated to the global standard Chart of Accounts in Xero.

Integrated Office ensures the bill is correct before it goes into Xero.

Integrated Office has been piloted and refined with Pareta Farms in South Australia.

BENEFITS

Integrated Office will save you time. This will then enable you to spend time on the things that motivate you or on higher value tasks within your business. In addition to this, Integrated Office will:
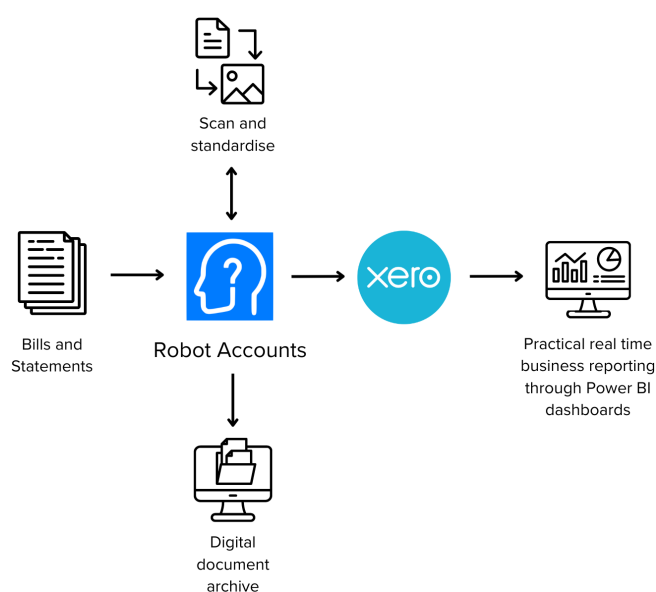
• Improve accuracy
• Help bookkeeping succession in your business
• Standardise your data
• Reduce your reliance on key people in your organisation
• Easily report total operating costs for each piece of equipment
• Ensure better decision making from having your accounting information ready to use
• Mean you don't have to keep spending time coding receipts
• Automatically input units of measure for fuel (fuel rebate reporting), water and power (future sustainability reporting requirements)

HOW IT WORKS

- Bills and Statements from your vendors are emailed to Robot Accounts, where they are digitised and categorised
- Each vendor bill is analysed line by line and coded to the global standard Chart of Accounts
- Bills can be reviewed and approved whilst still in Robot Accounts

Scan and standardise

Bills and Statements

Robot Accounts

xero

Practical real time business reporting through Power BI dashboards

Digital document archive

- A copy of the bill is uploaded and linked to the transaction in Xero
- Each night, data from Xero is uploaded to Power BI so you have real time reporting of your bookkeeping information, including:
  - Combined accounts payable (if you have multiple separate entities)
  - Total cost of operating each piece of equipment

FAQ'S

How much does Pinion Integrated Office cost?
There is an onboarding fee then an annual fee (paid monthly) that is based on a sliding scale depending on your business size and complexity.

How much bookkeeping experience do I need to use Integrated Office?
The same amount of experience as you currently have will be fine. As long as you know what expense accounts you want your bills coded to, the rest is easy.

What changes will I need to make to my Chart of Accounts?
During the onboarding process Pinion will use a Chart of Accounts Conversion Tool, that will intelligently select your existing accounts and remap them to the Standard Chart of Accounts. Any specific accounts that you require will be added for future use.

How does Robot Accounts handle different expense lines from the one vendor?
Robot Accounts has a line standardization database, which allows it to identify what is on each line of an invoice and then link it to the correct account in the standard Chart of Accounts. Let the robot do the work for you.

How is my data stored?
Data is stored in the US on secure servers. For data protection we are using industry standard encryption in-transit and encryption at-rest, in addition to row-level encryption for sensitive information.

Who owns my data and can I get documents stored in Robot Accounts if I need to?
You own any data that you upload directly. Robot Accounts can export all documents uploaded if required.

DISCOVER HOW SARAH CAN HELP YOU

Sarah Heinjus
0419 841 174
sheinjus@pinionadvisory.com

For more information
contact us on **1300 746 466**
or visit **pinionadvisory.com**