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"At last, a breath of fresh air, the OMS team have understood what challenges practices like ours are facing, the software is very easy to use and required little training. We have finally got rid of our wall planner!"

**J Raja & Co**  
Chartered Accountants  
Newbury Park

"Moving to OMS was a breeze. Our previous practice management system was really a bolt on to the accounts production and constantly required a lot of data input and training. We just could not keep up. With OMS, all the staff, right from trainees to managers got to grips with it straight away"

**Parvez & Co**  
Chartered accountants  
Hammersmith

"OMS has given us the control we need and freed up valuable time to concentrate on client facing activities. The Document Management System automates file saving and retrieval process through a simple single interface which means we do not have to worry anymore looking for lost stored files"

**Tailored Tax Solutions LLP**  
Canary Wharf

The complete

# Accounts Practice Management

solution for your business

helping you to

Optimise & Streamline

Manage & Delegate

Expand & Prosper

OMS is an integrated accountancy practice management suite designed specifically for the needs of accountancy firms.

Designed and developed under the guidance of accountancy professionals, OMS is a complete software solution that can be tailored to the needs of accountancy practices of all sizes.

With time and resources at accountancy practices such a valuable commodity, OMS offers swift, simple, comprehensive and effective practice management and administration tools that enable accountancy practices to increase profitability through enhanced use of time and resources.

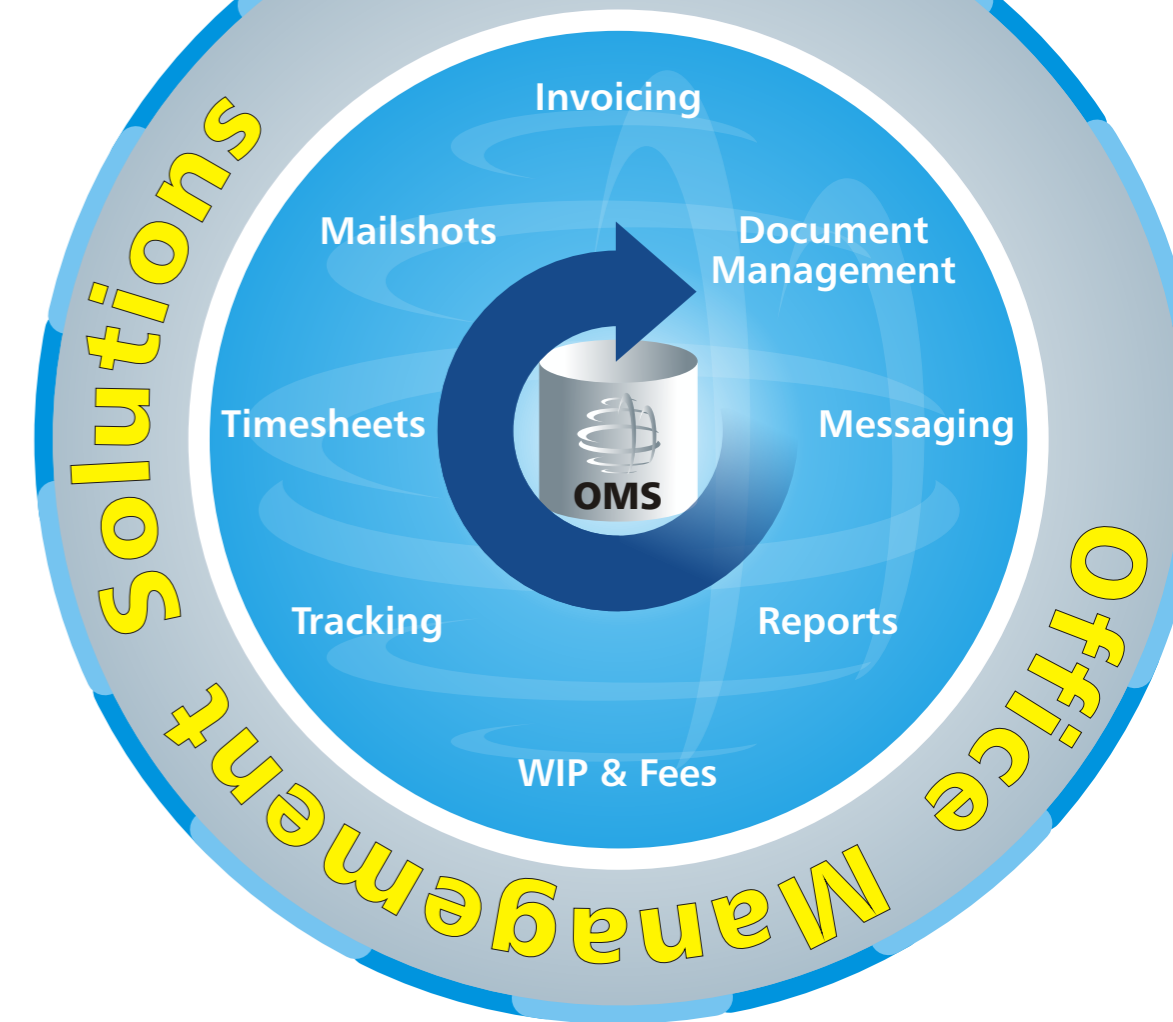
OMS cuts practice overheads by reducing burdensome administration time, increases revenues by optimizing practice operations and frees up cash flow by streamlining practice procedures.

## **OMS** delivers intelligent, simple and comprehensive practice management solutions that yield greater revenues and profits

By simplifying and improving client relationship management processes, OMS can help transform occasional clients into highly profitable and busy accounts.

An extremely affordable, highly flexible, robust and practical tool for use by all accountancy practice management and staff, OMS is very user friendly and requires minimal user training.

The ultimate turnkey solution for excellent practice management, OMS is easily installed and integrated into existing practice networks. Powerful features include secure contact and client relationship management; assignment, resources and staff delegation; single source document storage and management; and centralised invoicing and timesheet facilities.



### **Intelligent**

OMS makes accountancy practice management easy through features and modules that are simple to understand and flexible in design. The solution actively helps practice partners and staff complete otherwise time-consuming tasks with minimum fuss and maximum efficiency. Use powerful OMS grouping features to organize, distribute, protect and share clients, contacts, invoices, project work and other documents.

### **Complete**

Designed as a one-stop solution, OMS contains modules that cover all facets of a real accountancy practice. Wholly scalable, OMS lets partners and managers create, monitor and delegate tasks to streamline performance across practices. Synchronized and single source data storage helps ensure that no task is overlooked or duplicated, offering a route to full practice efficiency and personal client services.

### **Simple**

No technical skills are required to master the OMS practice management suite. OMS allows authorised staff to manage practice information securely and easily through a single application accessible across the practice. OMS is suitable for both occasional staff usage and dedicated accountancy practice managers.



## Usable and Friendly

### Flexible Functionality

When practice staff have varying roles to fulfil and different ways of approaching tasks, OMS allows individuals to work to their strengths. Flexible OMS personalised features enable individuals to view and modify work files in a preferred manner before saving updates to a central database.

### Document Management

OMS enables users to import and continue to update common format file types including Word, Excel, PowerPoint and Access so that project work can be progressed seamlessly by individuals, groups and departments.

### Agile Workflow

As the number of client files grow it becomes ever more important to have good housekeeping. OMS allows easy management of files and folders through the document management system.

## Automate

Manage the entire practice with automated and paperless precision. Create efficient workflow processes among staff that reduces project hours and wasted down-time. Fast, accurate invoicing and billing procedures to improve practice cash flow. Single source document storage facilities allow all documents to be easily retrieved and saved by authorised users.

## Streamline

Reduce non-chargeable hours and free-up valuable time so that staff can focus efforts on higher revenue stream activities. Effortlessly create, update and import work documents in a variety of standardized formats as required from a single application interface. Use integrated OMS messaging features to keep partners and staff informed of important notes and actions.

## Visualise

Access and update client information instantaneously. Import, manipulate, save and export practice and client information in user friendly and flexible document formats.

## Grow

Maximize practice revenues with powerful staff time and cost recording features. Track all billable time to ensure client accounts generate maximum levels of revenue. Generate extra practice revenues by using OMS marketing and communications tools to offer valuable services to clients. Increase practice size and turnover with increased working efficiencies and client satisfaction.

Unlock valuable revenue streams  
with the **OMS** accountancy  
practice management  
solution

