



Unlock the power of **wsTOOLS⁺**

As a Signature user, you've already experienced the benefits of using the best business management solution for your industry. Now, KEY2ACT can help you add even more value to your Signature solution through wsTOOLS.

wsTOOLS is a collection of add-on solutions designed to help your employees work smarter, not harder. With wsTOOLS, you'll be able to simplify and speed up common processes, equip field resources to execute tasks that previously required back office support, and offer new options that allow your employees to do their work in the way that works best for your business.

wsTOOLS can help your company:

- Gain efficiencies through automation
- Find information quickly and easily
- Fix entry errors without rekeying
- Ensure consistency and accuracy
- Improve visibility
- Empower your workforce

wsTOOLS Products and Benefits

| wsTOOLS⁺ | Gain efficiencies through automation | Find information quickly and easily | Fix entry errors without rekeying | Ensure consistency and accuracy | Improve visibility | Empower your workforce |
|----------------------------|--------------------------------------|-------------------------------------|-----------------------------------|---------------------------------|--------------------|------------------------|
| AutoBill | ● | ● | ● | ● | ● | ● |
| AutoCharge | ● | | ● | ● | ● | ● |
| AutoList | ● | | | ● | ● | ● |
| AutoOpen | ● | | ● | ● | ● | ● |
| BillingEscalations | ● | | | ● | ● | ● |
| DispatchCenter | ● | ● | ● | ● | ● | ● |
| FixMe | ● | | | | | ● |
| NextID | ● | | | ● | | ● |
| PMVendorChange | ● | | ● | | | ● |
| PORolldown | ● | | ● | ● | | ● |
| POVendorChange | ● | | ● | | | ● |
| PrintKeep | ● | ● | | ● | ● | ● |
| QuickCall | ● | | ● | | ● | ● |
| QuickCollect | ● | | | ● | ● | ● |
| QuickFind | ● | ● | | | ● | ● |
| QuickMail | ● | ● | ● | ● | ● | ● |
| QuickPO | ● | | | ● | ● | ● |
| QuickQuote | ● | | | ● | ● | ● |
| SelectCostTransfer | ● | ● | ● | ● | ● | ● |
| SimplyUse | ● | ● | ● | ● | ● | ● |
| TimeCorrect | ● | | ● | ● | ● | ● |
| VoidReopen | ● | ● | ● | ● | ● | ● |
| WebTimeEntry | ● | ● | | ● | ● | ● |

AutoBill provides another invoice option from the Process Service window, allowing users to create an invoice per service call for multiple customers and/or service calls simultaneously, and keeping your transaction details on each invoice.

AutoCharge provides a simple and convenient way to automatically insert labor, other costs and discounts to service invoices based on your unique rules. With AutoCharge, you'll never have to key standard charges line by line again.

AutoList automates a specific action on a set of records selected within a navigation list, like the receiving and closing of multiple purchase orders.

AutoOpen allows labor, material and other costs to be captured from MobileTech, eTimeTrack or Time Card Entry against a closed service call by automatically changing the call status to "complete", ensuring costs are not forgotten.

BillingEscalations provides internal reminders of upcoming billing deadlines, with three escalation levels of notification to ensure invoices are sent on time. Billing windows can be uniquely configured for each customer, with the appropriate users receiving email updates as due dates approach.

DispatchCenter gives users the ability to easily search for a customer and see key details about their locations, notes, contacts, equipment, open and closed calls, and invoices in a centralized view. Users can also create, schedule and dispatch technicians to the appointment or make adjustments through a user-friendly calendar interface.

FixMe offers customers an easy way to initiate a service request electronically, autogenerates a new service call and notifies dispatchers that it's ready to be scheduled.

NextID uses your numbering preference to automatically insert the customer ID number and/or Vendor ID number when creating a new record.

PMVendorChange allows users to easily change the vendor on an unposted payables voucher rather than having to delete the voucher and rekey the purchase details and distributions when the incorrect vendor was selected.

PORolldown lets users enter Job Number/Service Call and Cost Code information on a single line, then roll these details to the subsequent lines of the purchase order.

POVendorChange allows users to easily change a vendor on a PO rather than canceling, copying or rekeying a PO when the incorrect vendor was selected or a myriad of other reasons a PO now requires a new vendor.

PrintKeep provides additional functionality to QuickMail by automatically saving a sent document as a notes attachment in Dynamics GP. This allows users to reference previously emailed documents within GP.

QuickCall enables technicians to generate new Service Calls in the field simply by sending an email, even for new customers. Without any back office assistance, the technician will be automatically notified when the new call has been successfully created in Signature and is now visible via MobileTech.

QuickCollect automatically emails reminders to past due accounts based on your unique payment terms and settings. QuickCollect uses predefined templates which can be different for each step of your collection process to alert customers without any Dynamics GP user intervention.

QuickFind allows users to search for a customer, vendor, service call or invoice with limited information. Simply type part of a phone number, invoice number, contact name or company to find relevant results.

QuickMail adds the ability to email from Signature windows. In a single step, users can send PDF attachments of Invoices, Call Summary reports, Job Status reports and more. Users can also set up a predefined template for the subject line and message body.

QuickPO creates a new Purchase Order in Dynamics GP upon receiving an email request from a user. This automated process will reserve the PO number and email it back to the requester within minutes.

QuickQuote enables technicians to email the customer name, material, equipment, labor or other costs, and QuickQuote will automatically create a quoted service call in Signature.

SelectCostTransfer functionality allows users to select which individual posted costs they want transferred from one service call to another service call, and move them without having to rekey the transactions. Posted costs can also be transferred from a service call to a job.

SimplyUse lets users record Use Tax in Job Cost, Service, Purchasing, Sales and Inventory, leveraging GP tax schedules. Tax reports are updated for accurate reporting and general ledger entries are recorded for liability/expense/costing.

TimeCorrect allows users to automatically create a reverse entry of a committed TimeTrack labor transaction and enter another labor transaction that can be edited with the appropriate corrections, eliminating duplicate entries and the multiple revisions typically needed. Payroll is updated and the adjusted values show up correctly in Benefit, Union and Payroll reports.

VoidReopen enables users to void a service invoice by adding an option to return costs back to the Service Call. Missing charges can be added and line item costs adjusted without issuing credit memos and creating additional invoices.

WebTimeEntry provides time entry options through a web browser. Supervisors, employees, technicians and crews can track their labor, travel and expenses via mobile device or computer.

wsTOOLS⁺

SIMPLIFY – AUTOMATE – EMPOWER – GROW

Contact your CSM for more information or to arrange a demo.

Building Confidence. Building Visibility. Building a Better Business.

