One-Write PLUS

An ADP Company

Easy-to-Use Accounting for Small Business Owners!

New Features!
- Job Cost Tracking
- Inventory Tracking
- Enhanced Password Protection
- Plain Paper Forms

Uniquely Simple!
The "check" appears on screen with the "check register"—just like your manual checkbook—so you can see detail without switching to other screens.

One-Write Plus is the easiest to learn and easiest to use accounting package around! Simpler than *QuickBooks*, One-Write Plus is perfect for those small or home-based businesses who are automating from a manual system or using an automated accounting system for the first time. One-Write Plus makes the transition seamless—and painless!

Easy to Learn
One-Write Plus screens look just like the forms you are already familiar with, such as checks, receipts, etc. You'll feel right at home since One-Write Plus looks and works like

manual or paper systems, such as the commonly used "pegboard" or carbon copy "one-write" systems. And you won't have to learn a whole new language to use it— One-Write Plus uses everyday terms like "write checks" and "pay bills" to describe common functions!

Unique Tutorial
The on-screen "interview" asks you questions about your business, then guides you step-by-step through the process of setting up your books. The setup is based on the answers you give, so the program will fit your needs perfectly!
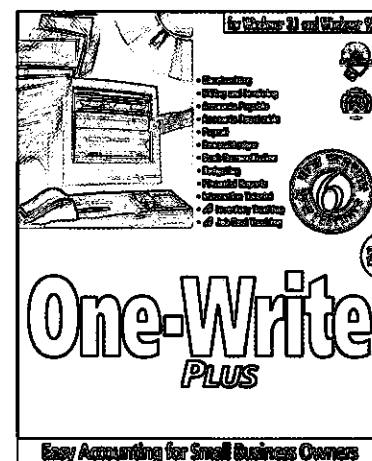
Easy to Use!

One-Write Plus has organized tasks logically on simple to understand pull-down menus. And the Help feature is always just a click away for extra guidance.

Automatically Pay Bills

With One-Write Plus you can write checks and pay bills in record time. Select the bills you want to pay (individually or in batches), and One-Write Plus automatically fills out your checks in one quick and easy step! One-Write Plus also tracks the total amount due, bank balances, discounts, and finance charges, too!

Collect Money Faster

Our flexible invoicing helps you quickly get out the bills! All you have to do is bring up your customer information on screen, save it, print it, and put it in the mail! And to make things even easier, there are pre-designed invoice formats for every type of business—service, professional, or inventory.

Do Payroll in Minutes

One-Write Plus payroll capabilities can literally save you hours! One-Write Plus calculates all income taxes, writes and prints your checks, and then updates your balance! It also prints W-2s, 941 report information, and more. And since One-Write Plus includes tax tables for federal, state, and many local jurisdictions, doing your payroll is practically effortless!

Makes Banking a Breeze

One-Write Plus makes deposits a snap. You simply select the checks or cash you want to include; One-Write Plus then automatically records the amount and instantly creates a deposit report for you! You can reconcile bank statements in seconds so you can always be in control of your cash flow.

Reports are Always at the Ready

One-Write Plus can instantly produce more than 80 financial reports, giving you the information you need to help better manage your business!

Reports include:
• Income Statement (Profit & Loss)
• Balance Sheet
• Budget vs. Actual
• Prior Year Comparison
• Trial Balance
• Detail General Ledger
• Aging (Receivables & Payables)
• Sales Journal
• Sales Analysis
• Bank Deposit
• Purchase Journal
• Purchase Analysis
• Check Register
• Check Analysis
• Bank Reconciliation
• Payroll Journal
• Quarterly Tax Liability
  and many more!

Job Cost Tracking

Allows you to track income, expenses, and hours associated with jobs or projects. Whether you need to make comparisons between projects or in-depth information for a particular phase of a job, One-Write Plus will provide the information you need with reports as general or specific as you want!

Job Cost Reports Include:
• Job List
• Job Cards
• Job Hours Activity
• Job Profitability
• Job Budget Comparison
• Job Activity

Inventory Tracking

Track inventory information by type of item, item description, price, quantity on hand, and reorder point. And inventory information can be used to automatically fill out invoices and detail purchase screens—saving you from re-keying the information!

Inventory Reports Include:
• Inventory/Item List
• Price List
• Inventory Card Report
• Physical Inventory Worksheet
• Stock Status
• Inventory Activity

Plain Paper Forms!

Save money by printing invoices and statements on plain paper! No special forms required.

Customer Support

To make sure you get up and running smoothly, One-Write Plus offers 30 days of free technical support. After that, you simply choose one of our annual support plans for toll-free, technical support!

Satisfaction Guarantee
Every One-Write Plus product is backed by an unconditional, no-risk guarantee. If, within 60 days, you're not convinced that One-Write Plus for Windows is worth every penny, we'll refund your money.

System Requirements

3.5" Diskette
386 IBM compatible PC or higher; 8MB RAM; 3.5" high density disk drive; Windows 3.1 or Windows 95; DOS 3.3; hard disk with 25MB free disk space; VGA or higher resolution monitor; mouse; Windows compatible printer

CD-ROM
486 IBM compatible PC or higher; 8MB RAM; double-speed CD ROM drive; Windows 3.1 or Windows 95; DOS 3.3 or higher; hard disk with 25MB free disk space; SVGA or higher resolution monitor that supports 256 colors; 16-bit sound card; mouse; Windows compatible printer

**For More Information,
Please Call:
800-649-1720**