Inquiry Tool

To stay ahead of the competition you need an evolutionary data solution for today and tomorrow.

COMPLETE SOFTWARE

Company Information

Since 2004, Complete Software (CS) has created unique software solutions for non-profit organizations nationwide.

Our development team has taken our core products and reconfigured them so that we can provide solutions to both profit and non-profit organizations alike.

Our experience allows us to implement and support a multitude of applications.

We put the power in the hands of the users; developing solutions that are setup for the users to work with and maintain.

Custom Development of Inquiry Tool And Financial Software Solutions Add-On

The Inquiry Tool provides instant access to your accounting data. Users can access vendor information, detailed transactions, check number information and much more! This product was designed to provide information to accounting and non-accounting users in a format that is recognizable to both. Inquiry Tool can be customized so that accounting and non-accounting professionals can specify the layout of each report and save the format of each report for future use.

How Does It Work?

The Inquiry Tool allows users to sub-group information and apply multiple filters to the data to achieve the required reports. Additional non-accounting information can be added to provide users with a complete view of the company's information. This software will provide you with tools which can access millions of records and filter them down to a single record in the matter of seconds. The Inquiry Tool will put you in touch with your data by eliminating system limitations in your accounting system.

Please see the reverse side of this brochure for more information.

Why the CS Inquiry Tool?

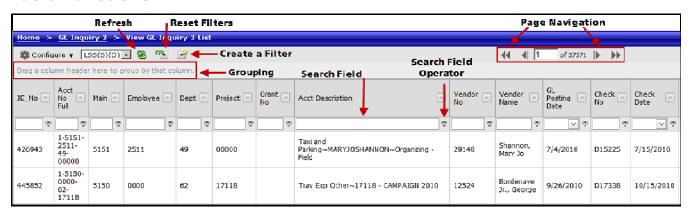The Inquiry Tool adapts to every clients environment to provide a seamless solution.
- The easy use of the Inquiry Tool provides instant information without knowledge of an accounting system.
- The Inquiry Tool can group and filter data based on the users requirements.
- The Inquiry Tool can export data to standard reporting tools such as excel or Crystal Reports.
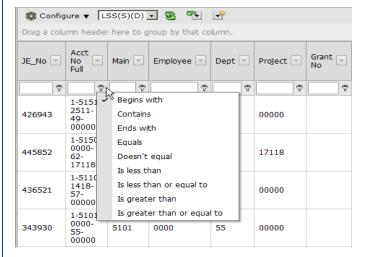- The Inquiry Tool can link F/S groupings to an individual account number.

The Inquiry Tool provides many functions.
Below are a few screen shots displaying some of the functions offered.

Basic Functions

- **Refresh** – Refreshes the screen
- **Filter** – Create a multi-level filter
- **Reset Filters** – Removes filters
- **Search Field** – Enter search criteria

- **Grouping** – Group items in a "expand/collapse" format.
- **Search Field Operator** – Defines For example, Begins with, Ends with, Contains, etc.

Search Function

How to use Search Function:
- **Click on the Inquiry tab in the blue menu bar.**
- **Enter information– Choose Inquiry option:**
  - **1) Search a single column-**
    Click the box below the column.
  - **2) Enter an account number. Press Enter.**
  - **3) The "key" symbol provides more options.**

More Information

Need more information?
Please contact us today!

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Product Demonstrations/ Product Webinars

Complete Software will demonstrate our product at your office or online

Please contact us today to schedule a Product Demonstration or visit our website at www.completesoftware.net for our product webinar schedule.