

## Reporting

Nothing is more important to a business than being able to derive accurate, effective reporting from its management systems. Information packs that go to the Board need to be constructed easily, with the most relevant and up to date information, to facilitate the decision making process.

### Standard Reports

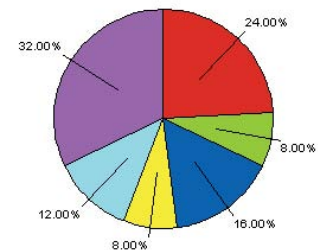
When Trace Solutions designed BlueBox, the decision was taken to provide as many reports as possible 'within the Box' as standard. This means that no matter what kind of information is required, there is likely to be a report within the system to give you what you want.

There are over 200 standard reports available within BlueBox. They are too numerous to list but cover areas such as;

### Property & Lease;

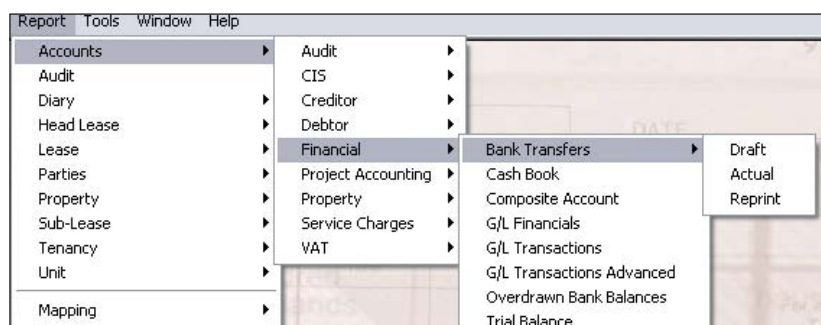
Property Amenity, Property Valuation, Property Analysis, Yield Report, Occupancy Report, Property Schedule, Property Valuation, Unit Occupancy, Sub Tenancy and Sub Lease, Diary Events linked to Outlook, Lease Charges, Lease Renewals, Rental Income and Occupancy Reports.

Property by Manager



### Accounting;

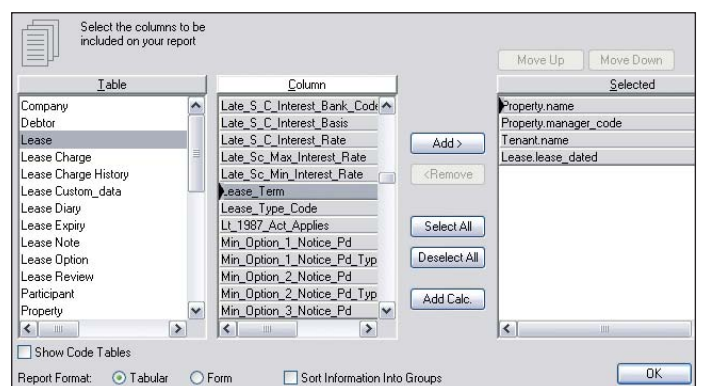
Audit Control, Creditor and Debtor Reporting, Project Accounting, VAT, GL Transactions, Property Balances, Property Expenditure, Service Charge Reconciliation, Void Funding, Syndication Reports, Trial Balance, Flexible Balance Sheet and Profit & Loss.



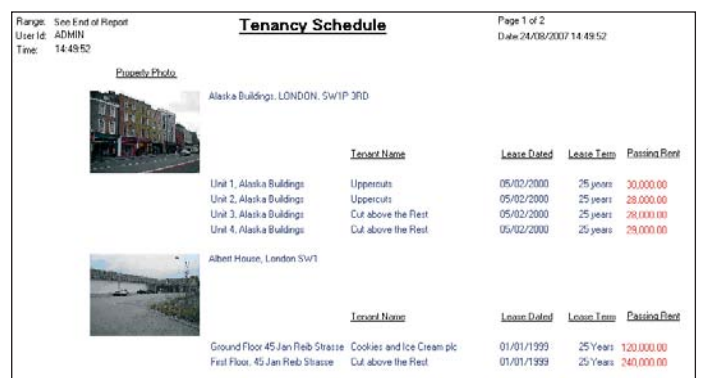
## Ad Hoc Reporting



If the comprehensive suite of standard reports that is available to you within BlueBox doesn't give you exactly what you want, then BlueBox will enable you to create your own reports, using the inbuilt "Reporters" which are fast, intuitive and easy to use.

Designed for use by surveyors, asset managers or accountants without specialist IT knowledge, the simple 'point and click' functionality allows you to select data, filter it in various ways, group it, range it and perform calculations on it without having to use third party tools such as Excel.



You can even pull photographs of your properties into the reports and all reports (standard and user created) can be emailed directly from the system and can be dropped (correctly formatted) into Excel at the touch of a button.



Property Photo	Tenant Name	Lease Dated	Lease Term	Passing Rent	
 Alaska Buildings, LONDON, SW1P 3RD	Unit 1, Alaska Buildings	Uppercuts	05/02/2000	25 years	30,000.00
	Unit 2, Alaska Buildings	Uppercuts	05/02/2000	25 years	28,000.00
	Unit 3, Alaska Buildings	Cut above the Rest	05/02/2000	25 years	28,000.00
	Unit 4, Alaska Buildings	Cut above the Rest	05/02/2000	25 years	28,000.00
 Albert House, London SW1	Ground Floor 45 Jan Reib Strasse	Cookies and Ice Cream plc	01/01/1999	25 Years	120,000.00
	First Floor, 45 Jan Reib Strasse	Cut above the Rest	01/01/1999	25 Years	240,000.00

## Third Party Reporting Tools

Third party reporting application such as Business Objects, Crystal Reports, Cognos, or standard desktop applications such as Microsoft Access and Excel can be linked directly to the data to provide flexible data manipulation as required. For users wishing to utilise the power of Business Objects for data mining and 'slice and dice' analysis, Trace Solutions can provide the relevant Business Objects Universes.