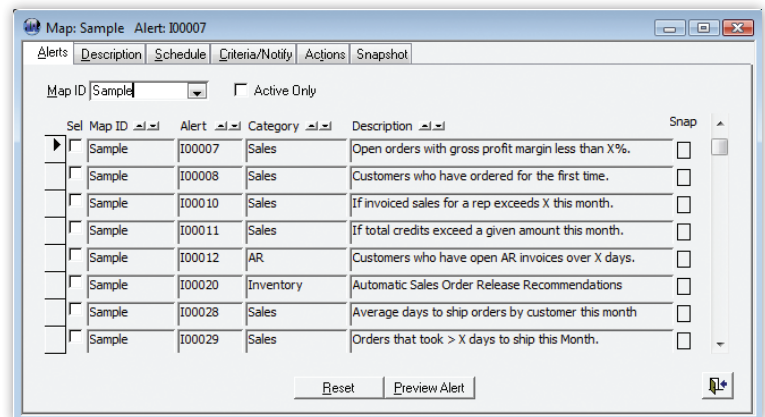# Info-Alert

## Automated functions keeping your business alert!

- Automatically identify issues before they become problems
- Catch data entry errors while there is still time to correct them
- Find exceptions in your data that you should know about
- Automatically send late notices, acknowledgements, ship notices, etc.
- Update CRM systems or other databases with alert information
- Increase productivity without working harder

## Alerts

Info-Alert scans your data looking for conditions or criteria you have asked it to look for such as purchases that have not been received, orders with a low gross margin, important items that need to be reordered, etc. Once identified, you will be alerted by email, fax or printed report.



## Actions

Info-Alert can automatically send dunning messages, order acknowledgements, invoices and other customer related messages that you configure.  It can also request status of late shipments from your vendors, requests for product quotes and other actions you require.

## Events

Events can be configured to create and send files as email attachments, update customer credit hold flags, move suspect orders to another batch, update CRM data, and other unattended functions.

- *Quickly put Info-Alert to work by selecting from pre-defined alerts and actions.*

- *Simply set criteria and schedule events to run as needed.*

- *Set various notification options, output to fax, email or report.*

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## Alert and Action Examples

- Customers with open A/R invoices over x days
- Open orders older than x days
- Open purchase orders that have not been received
- Customers over their credit limit
- Orders with a gross margin less than x
- Items below their order point
- Employees x days past their hire date

- Customers who have not purchased in x days
- Send electronic invoices
- Email or fax customer dunning notices
- Send order acknowledgements
- Request P/O delivery status from vendors
- Check order entry to verify margins
- Put customers on credit hold when over limit
- Generate and email Excel sheets
- GL accounts within x% of budget

*Use the schedule function to let Info-Alert know how often each alert should be reviewed.*

*Enter an unlimited number of email or report IDs for notification.*

*Use actions and events to create files, update data and configure output to vendors and customers.*

## Optional Tool Kit

Use the optional "Tool Kit" module to connect Info-Alert to other databases and spreadsheets generating custom alerts and actions. The tool Kit can also be used to create new or edit existing alert logic.

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