September 2012 Release

Thank you for attending. Today's webinar will be recorded and available for replay.

Pay Bills Usability Enhancements

PAYABLES

Pay Bills Usability Enhancements

What is it?

- Changes in the options on the Pay Bills page.
- Changes in default page for the "Payer" role.

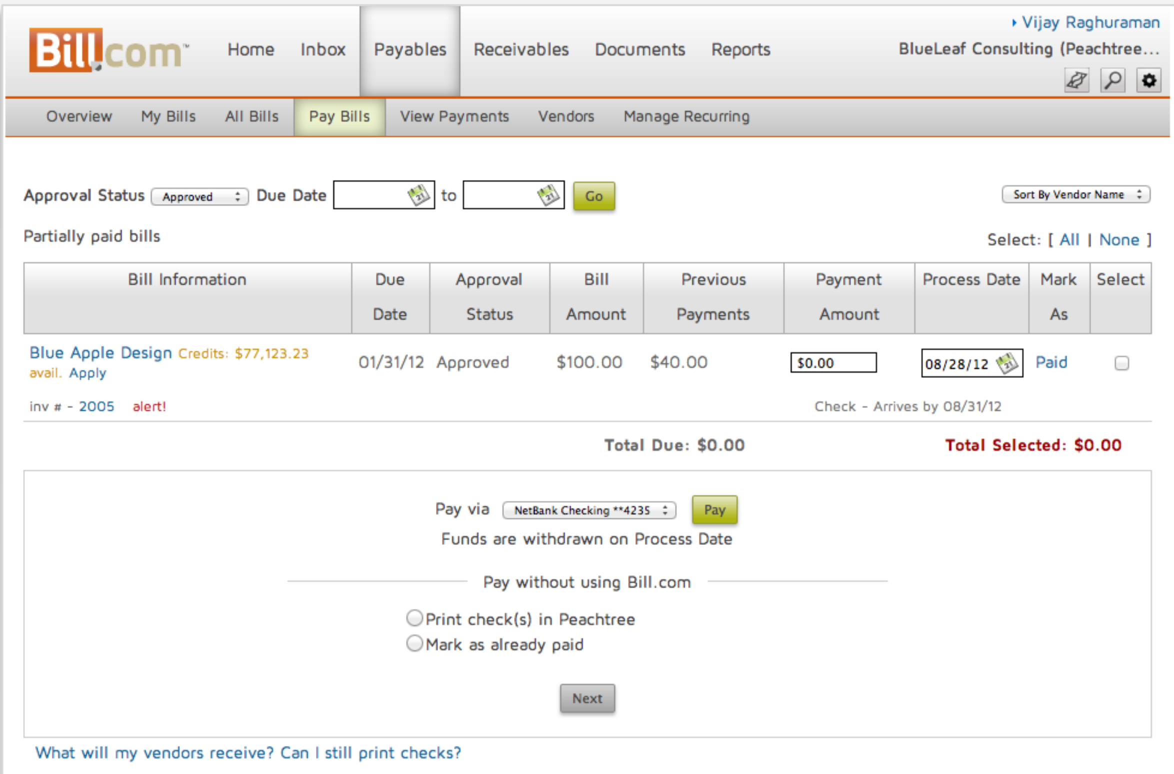
Who's it for?

- For you/your clients who pay bills/record payments in Bill.com

Why?

- Reduce confusion for you/your clients
- Clarify the different options available when paying outside of Bill.com

Pay Bills Usability Enhancements

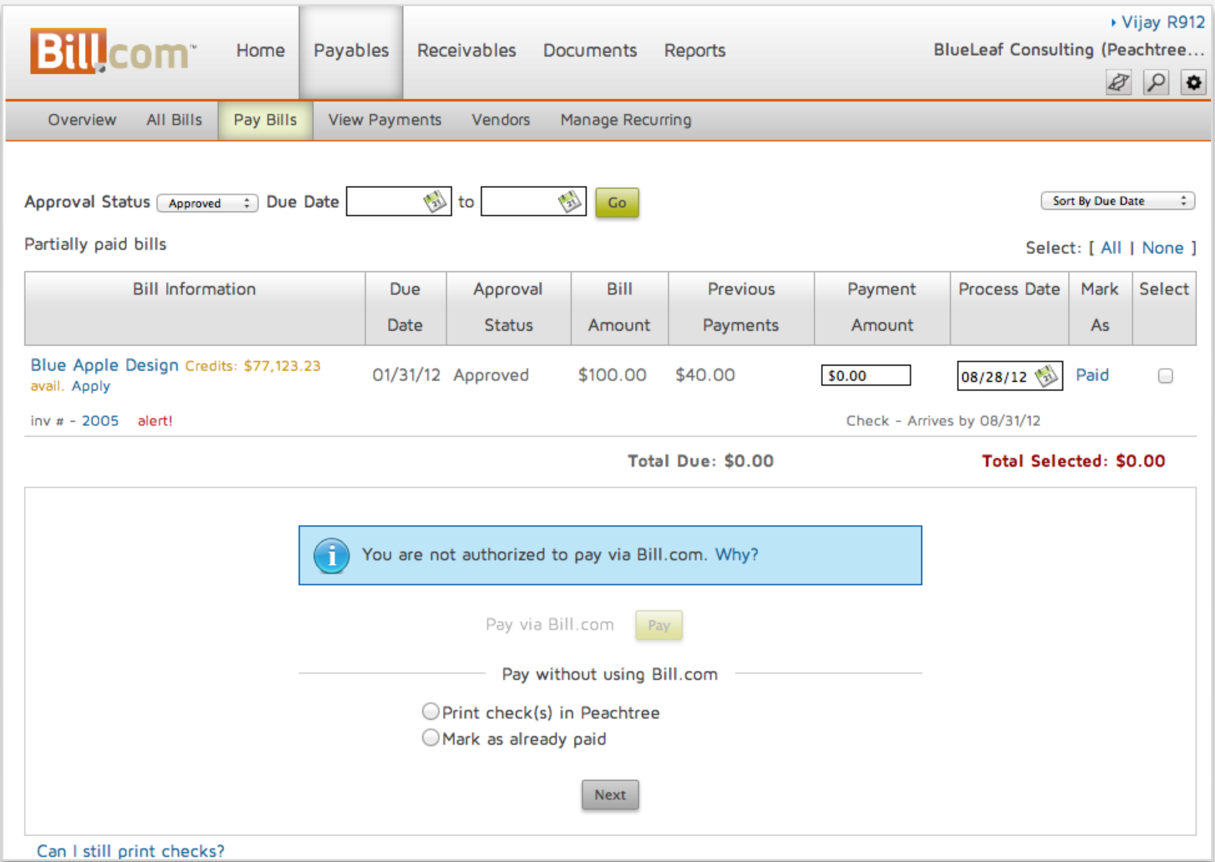


Moved the buttons to the center of the page

Clear separation of pay via Bill.com and pay outside of Bill.com

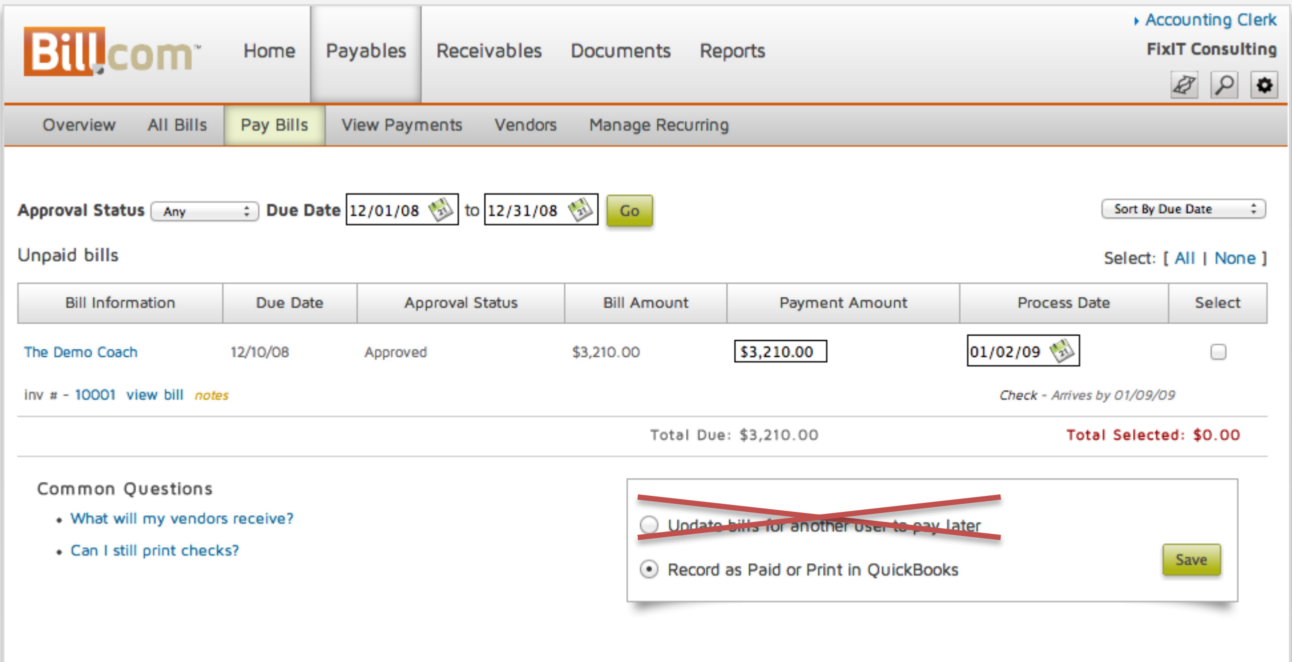
Separated out options for Print check, and Mark as Paid

Pay Bills Usability Enhancements



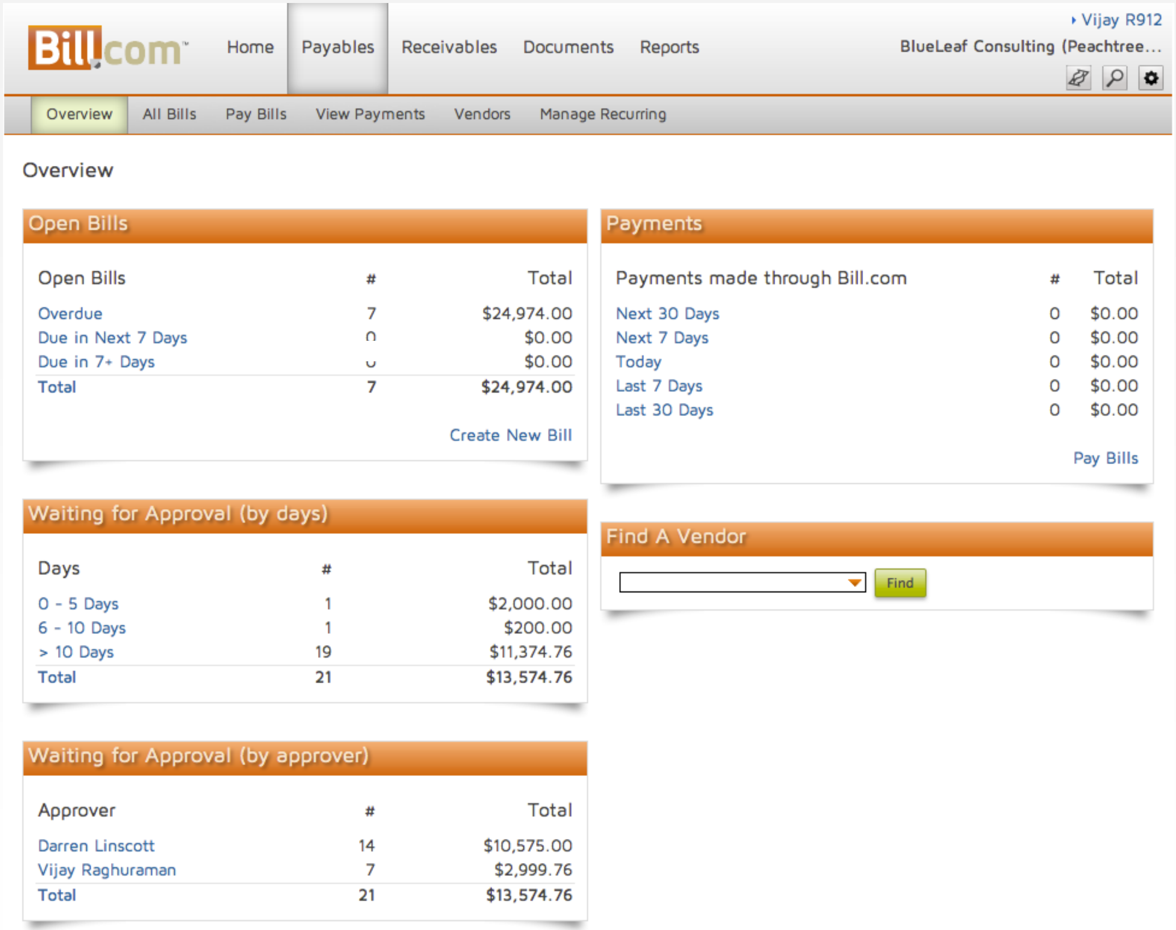
If user is not authorized for Bill.com payments, then clearly indicated on the Pay Bills page

Pay Bills Usability Enhancements



Removing option to “Update bills for another user to pay later”

Pay Bills Usability Enhancements



On clicking Payables tab, Payers will be taken to Overview page instead of Pay Bills (navigation standardization)

Reporting Enhancements

PAYABLES/RECEIVABLES

Reporting Enhancements

What is it?

- Make some of the reports easier to export to Excel

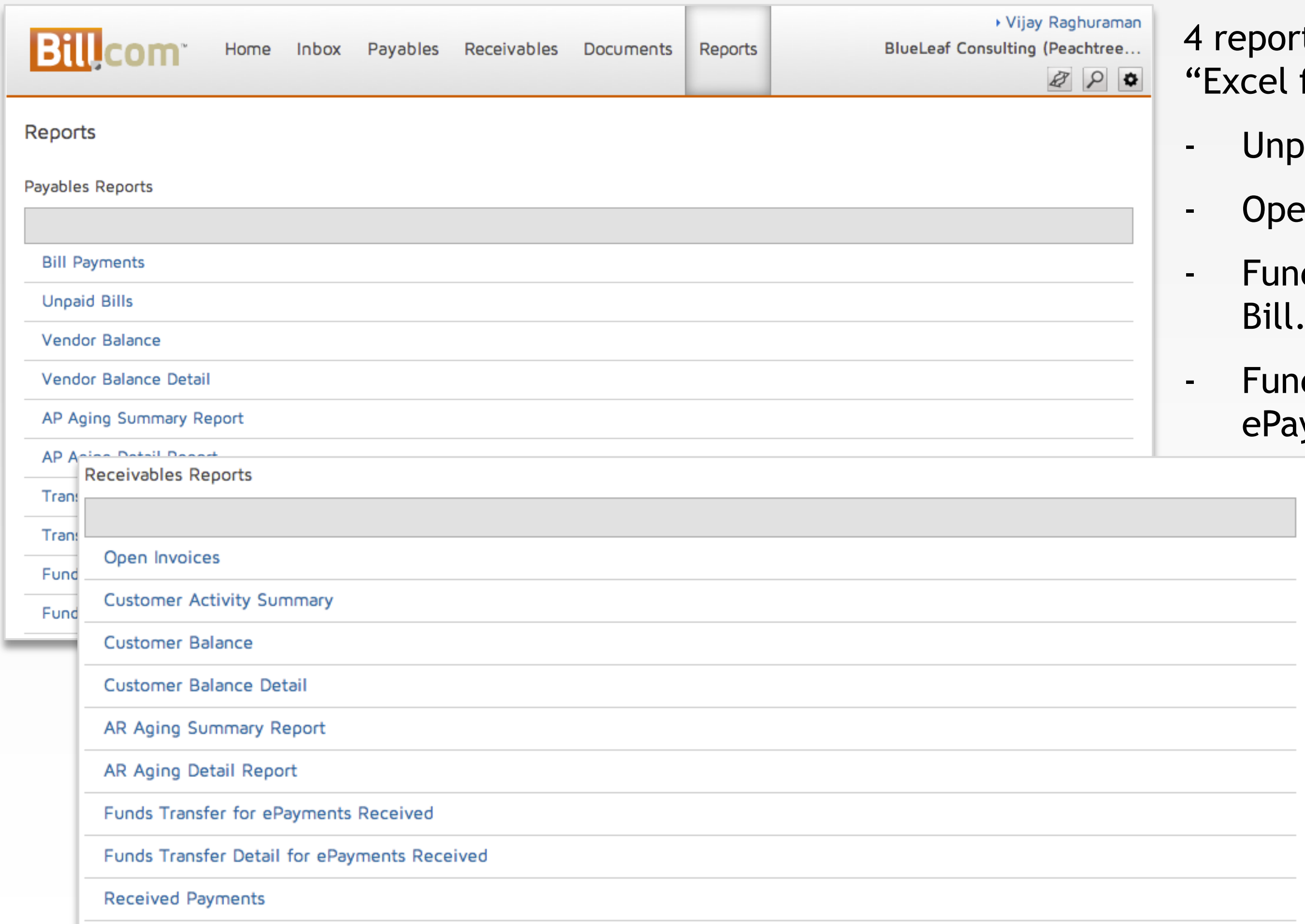
Who's it for?

- For users who need access to information in Bill.com and manipulate it for analysis

Why?

- Reduce extra work for you in getting information in the right format
- Leverage tools you already use (e.g. Excel) to format the information you need

Reporting Enhancements



4 reports available in “Excel friendly” format

- Unpaid Bills
- Open Invoices
- Funds Transfer for Bill.com Payments
- Funds Transfer for ePayments Received

Reporting Enhancements

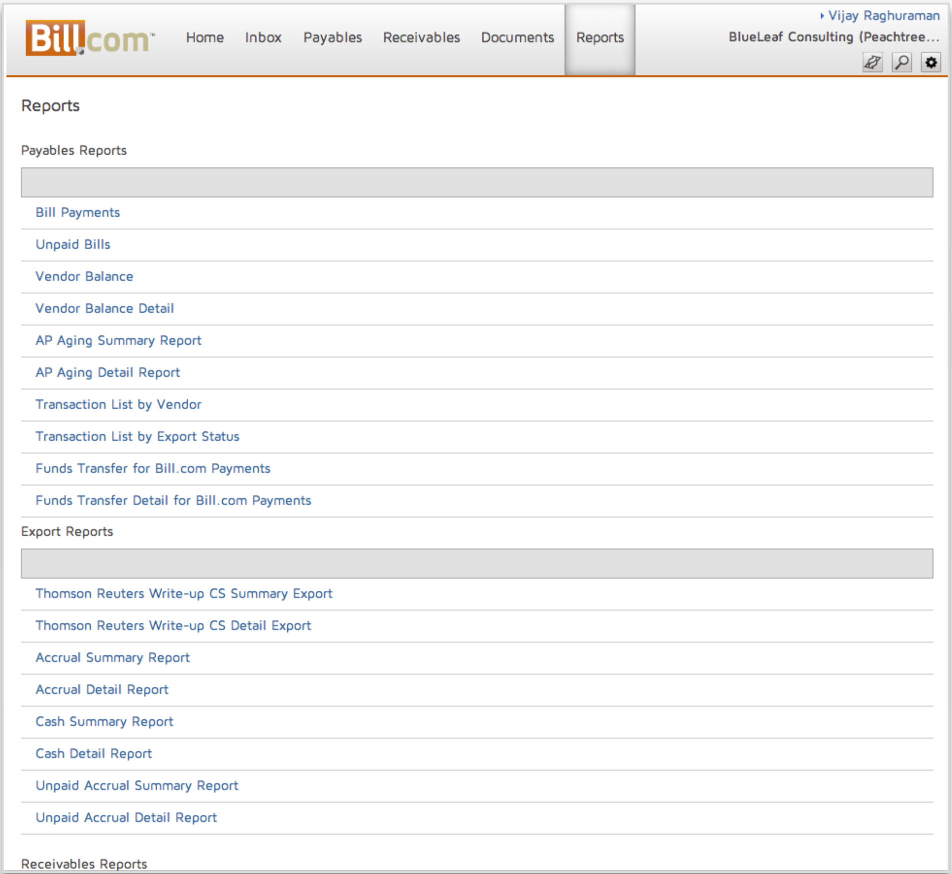
Open Invoices report now includes Sales Rep so you can track how each sales rep is doing.

Open Invoices

Download Back

Customer	Invoice #	Invoice Date	Due Date	Sales Rep	Aging	Open Balance
John Smith	003	08/27/12	08/10/12	PAL	33	100.00
Acme Co	005	09/04/12	08/24/12	MT	19	1500.00
John Smith	002	08/23/12	08/24/12	PAL	19	300.00
John Smith	004	09/04/12	08/26/12	PAL	17	300.00
Acme Co	006	09/04/12	09/04/12	MT	8	1650.00

Reporting Enhancements



Based on customer feedback, bill payments in scheduled status will be included in a date range with future dates is chosen in following reports:

1. Cash Detail/Summary
2. Accrual Detail/Summary
3. Unpaid Accruals Detail/Summary
4. Thomson Reuters Detail/Summary

Role/Permission Changes

CONSOLE

Console Role/Permission Changes

What is it?

- Remove some permissions for “Team Member” role

Who’s it for?

- For console staff users

Why?

- Based on customer feedback, for Adminstrative tasks to be done by “Console Admin” role.

Console Role/Permission Changes

* First Name

* Last Name

* Email — We send instructions to this address

Time Zone: Pacific Time (GMT-8)

Console Role: Console Admin

Console Role: What this staff member can do in the Console

Console Activity	Console Admin	Team Member
Clients - Add Client Company	Yes	No
Features - View	Yes	No
Features - Manage	Yes	No
Billing - View	Yes	No
Billing - Manage	Yes	No
Selling - Demos	Yes	No
Selling - Tools	Yes	Yes
Selling - Directory	Yes	No
Training	Yes	Yes
Logo - Customize	Yes	No
My Staff - View	Yes	Yes
My Staff - Manage	Yes	No
Console Info - View	Yes	Yes
Console Info - Manage	Yes	No

Team Members will not get alerted when a client company is added to/removed from console

Team Members will not have access to the Features tab in the Console to turn on/off Client features (like Payables, Receivables, etc)

Profile Picture

PAYABLES/RECEIVABLES/CONSOLE

Profile Picture

What is it?

- Show your profile picture in various places in Bill.com (such as Approvals, Notes, Login page)

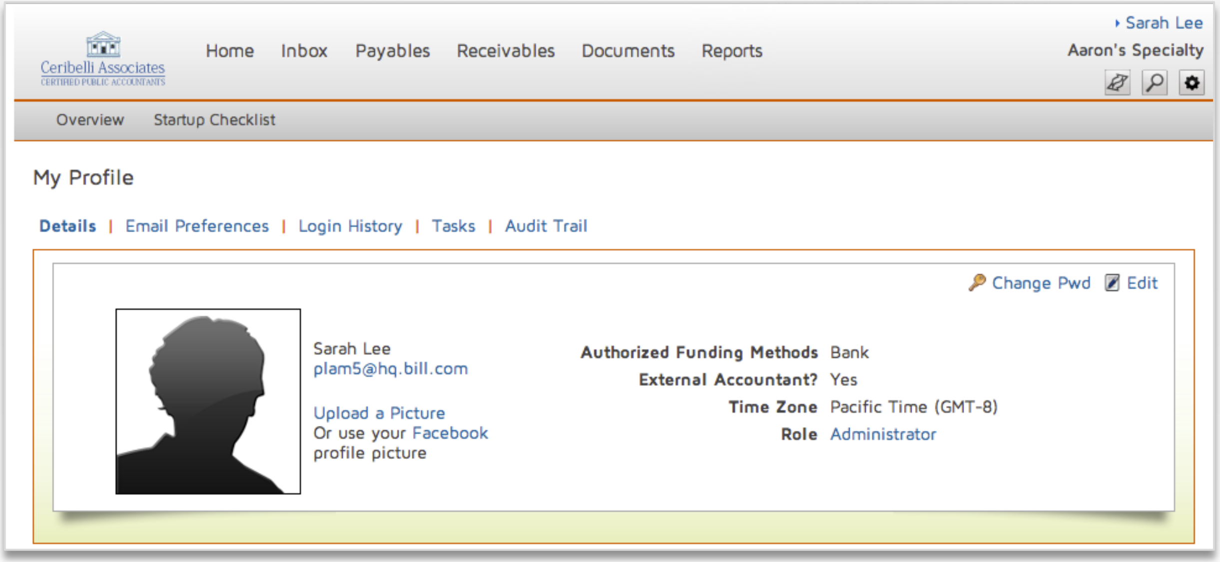
Who's it for?

- All users

Why?

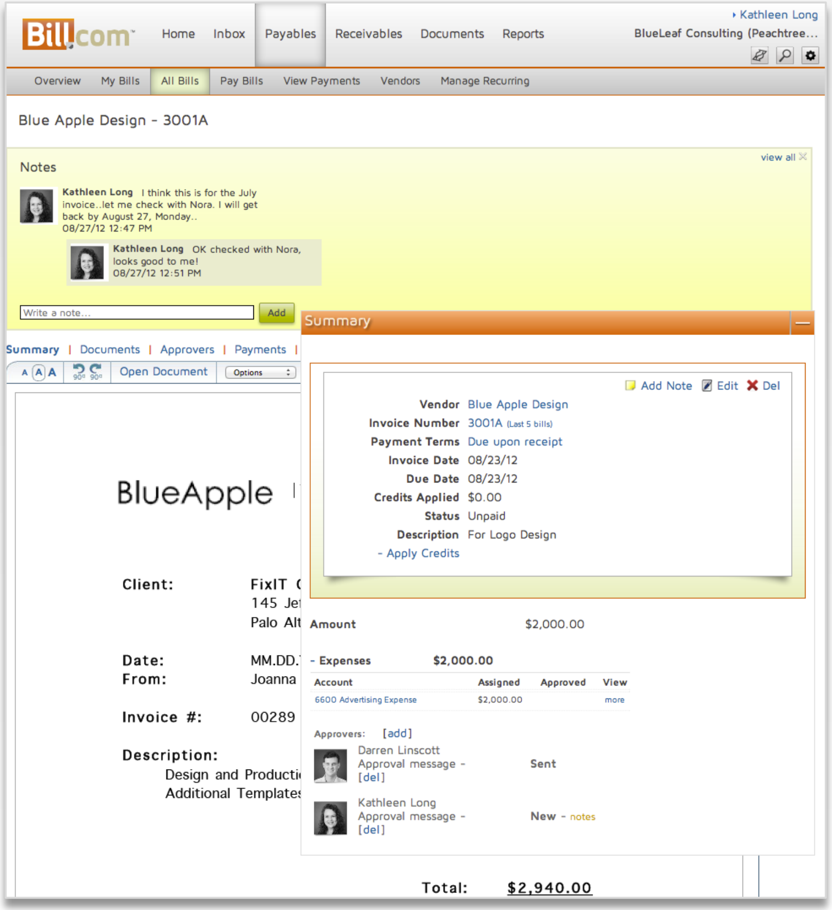
- Lend a personal touch to your day-to-day use of Bill.com, especially for accountants to forge a tighter relationship with clients
- Make payables and receivables more fun!!

Profile Picture



Upload your picture or use your Facebook profile picture!

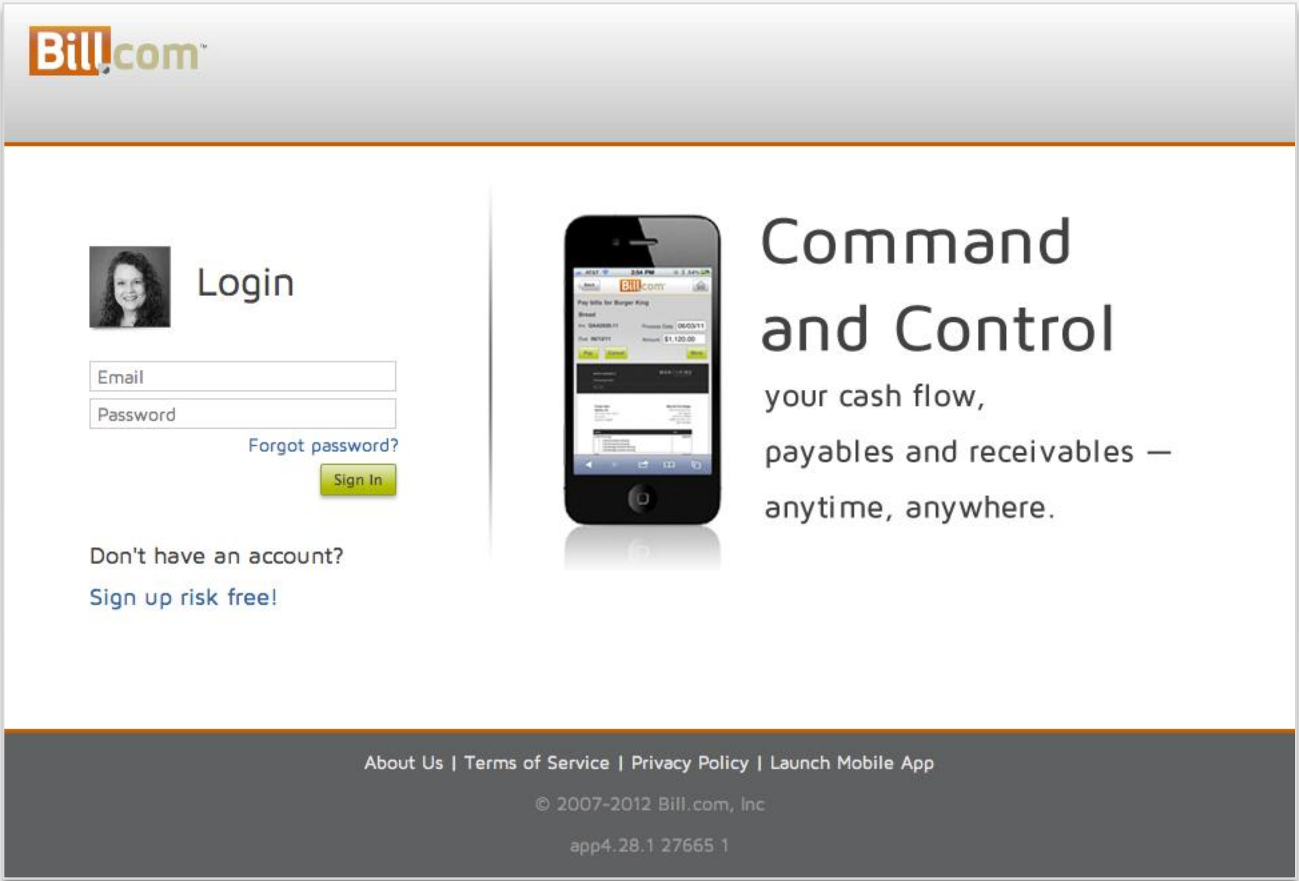
Profile Picture



Shown in Notes

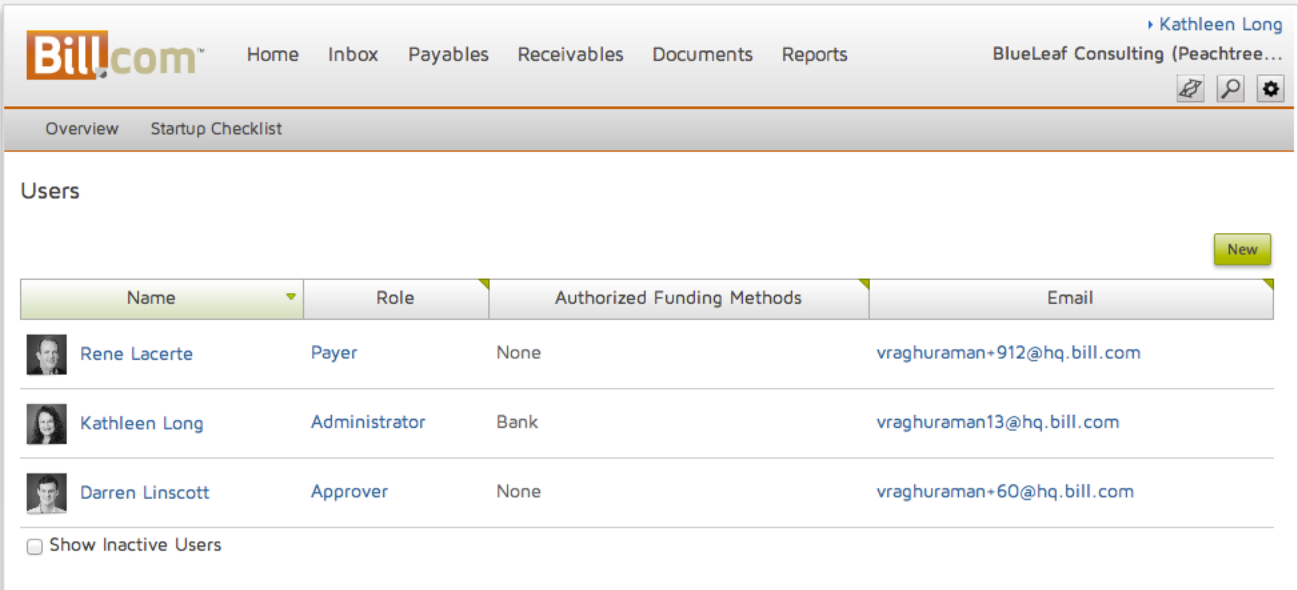
Bill.com

Profile Picture



On your login page

Profile Picture



List of users

- First Name, Last Name is now consolidated as Name columns in User List

Usability Feature

FEEDBACK

Feedback

What is it?

- Users can submit product feedback

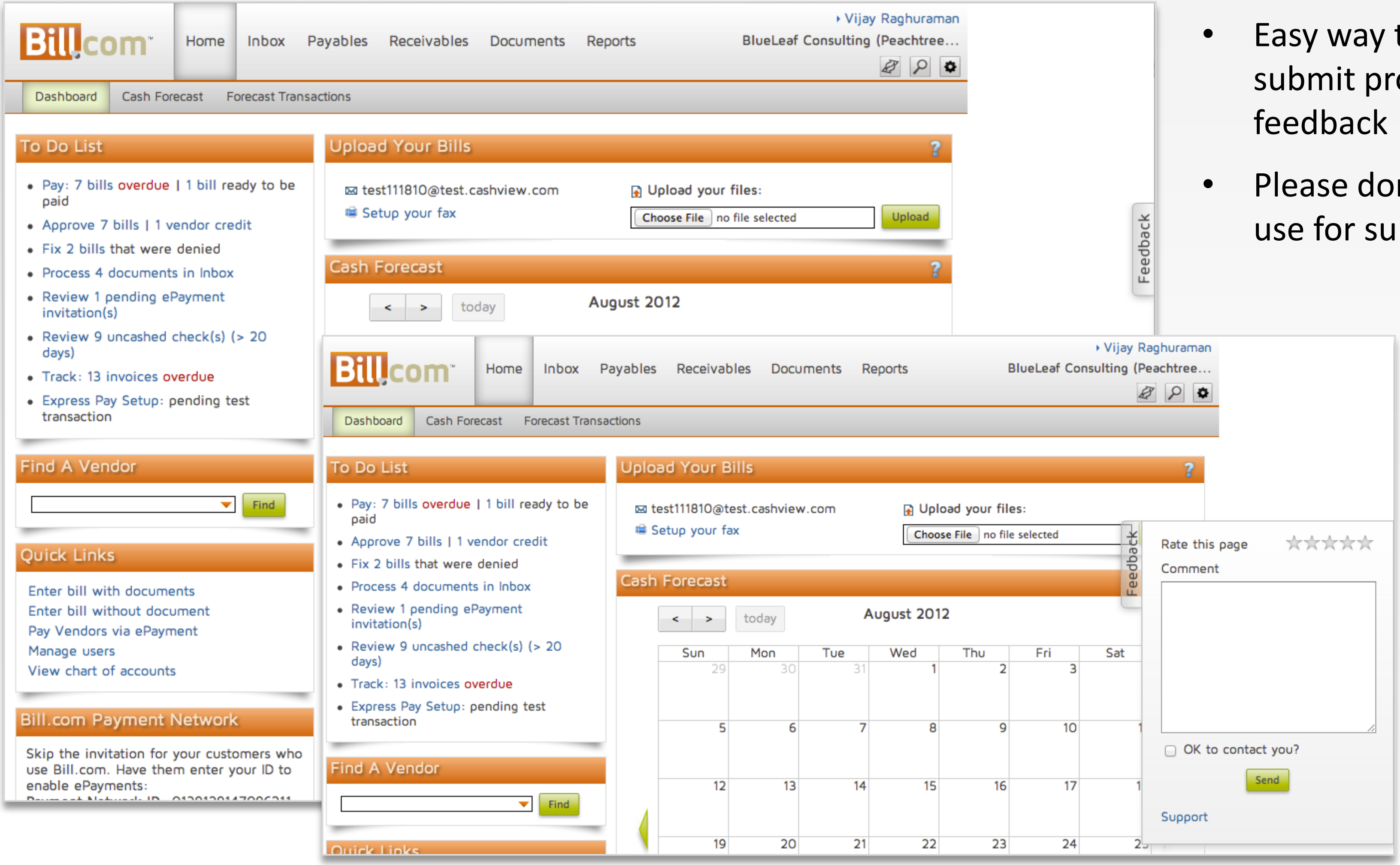
Who's it for?

- All users

Why?

- Your feedback helps make our product better!!

Feedback



- Easy way to submit product feedback
- Please don’t use for support

Send attachments with invoices

RECEIVABLES

Attach Docs To Invoice Email

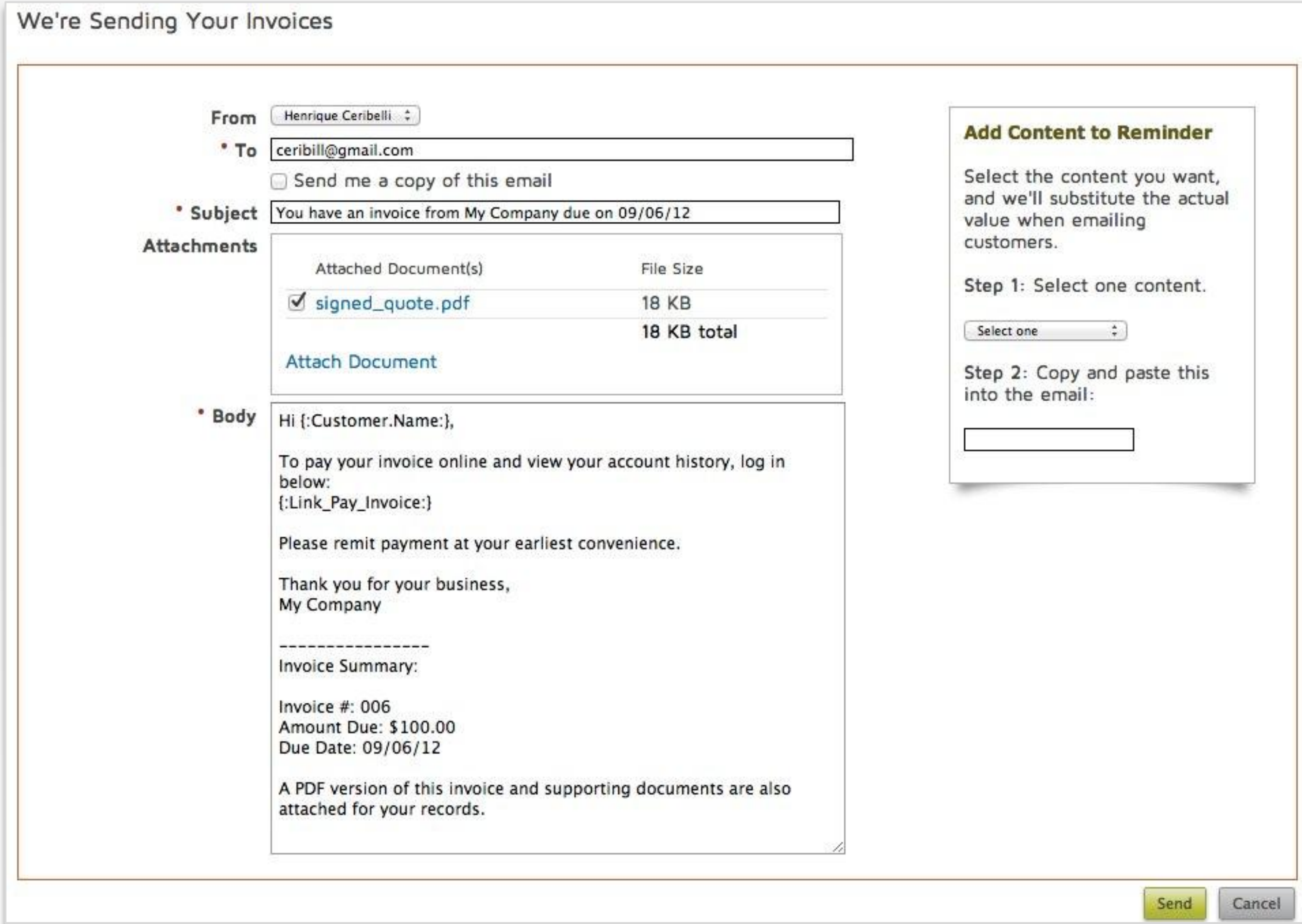
- **What is it?**
  - Easily attach documents as part of the invoice flow and send those attachments as part of the email (in addition to making them available in the portal)
- **Who's it for?**
  - Customers/Clients who use AR and need to email attachments to their customers
- **Why?**
  - Makes the feature more prominent: some subscribers don't even know how to share documents with their customers
  - Sends the document within the email body: makes it easier for customers to view since they don't need to log into the portal
  - Ease of Use: you can add documents right in the workflow. Previously you would have three steps: create invoice, add docs, then send the invoice

Bill.com™

Attach Docs To Invoice Email

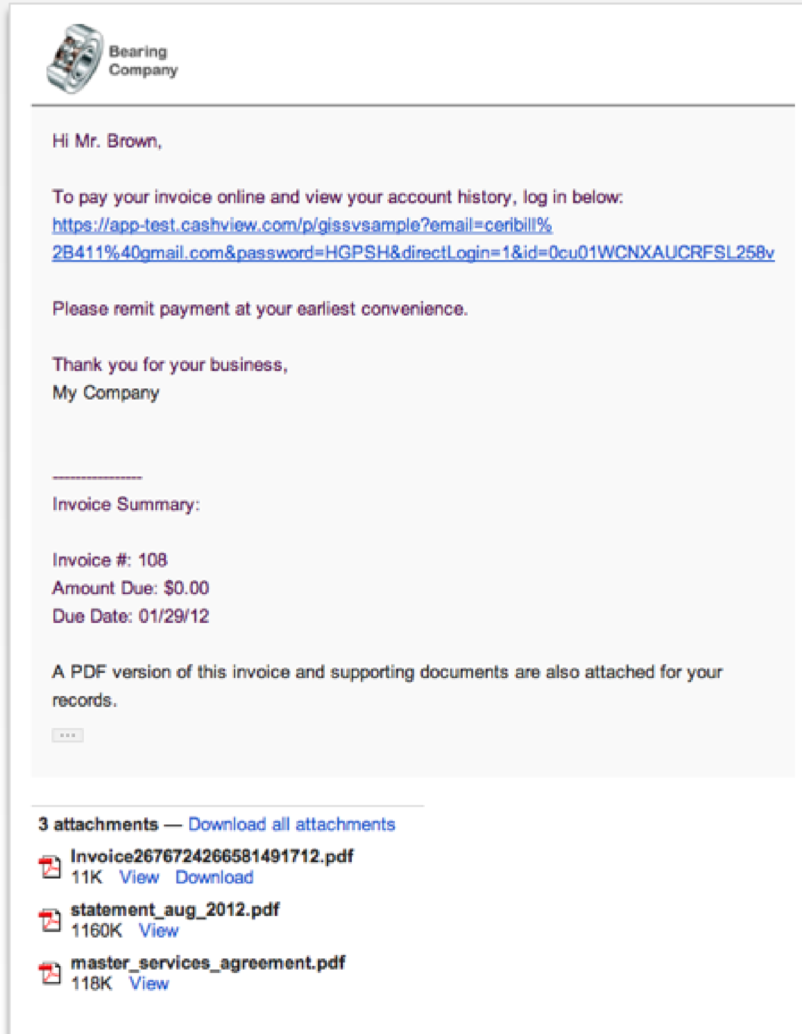
We now allow you to attach documents directly to the invoice email (and they are also available in the portal)

Option is not available when emailing more than 1 invoice at the same time.



Attach Docs To Invoice Email

Your customers receive a email with the invoice and supporting documents attached



Bearing Company

Hi Mr. Brown,

To pay your invoice online and view your account history, log in below:
https://app-test.cashview.com/p/gissvsample?email=ceribill%2B411%40gmail.com&password=HGPSH&directLogin=1&id=0cu01WCNXAUCRFSL258v

Please remit payment at your earliest convenience.

Thank you for your business,
My Company

Invoice Summary:

Invoice #: 108
Amount Due: $0.00
Due Date: 01/29/12

A PDF version of this invoice and supporting documents are also attached for your records.

3 attachments — Download all attachments

Invoice2676724266581491712.pdf
11K View Download

statement_aug_2012.pdf
1160K View

master_services_agreement.pdf
118K View

Broadcast messages to customers

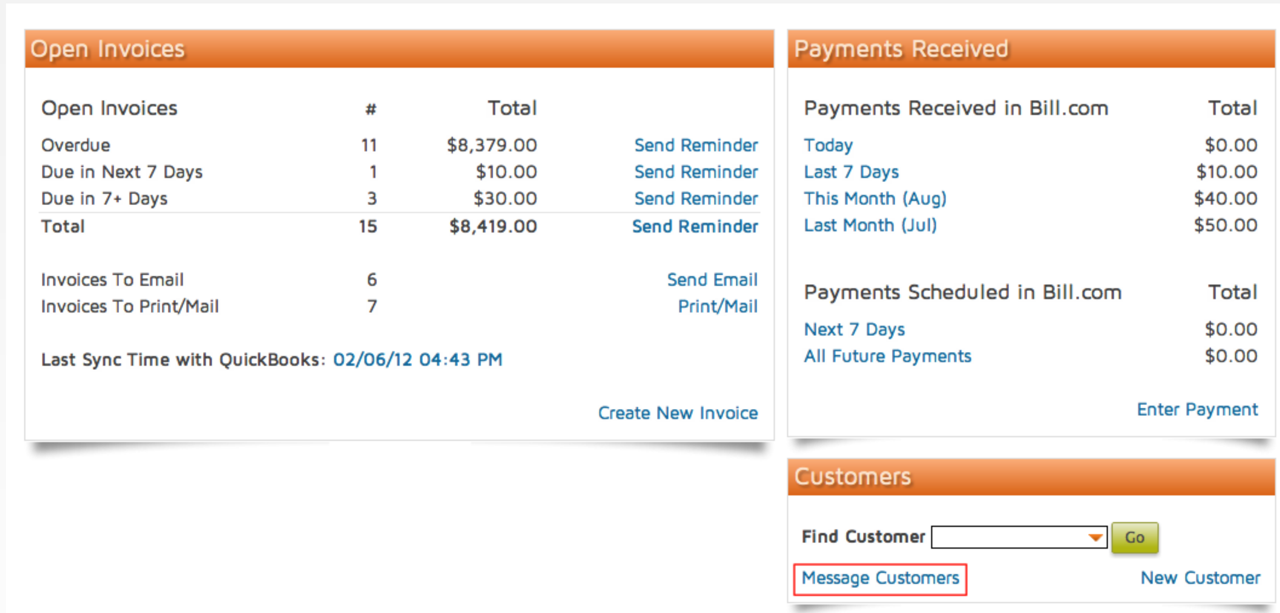
RECEIVABLES

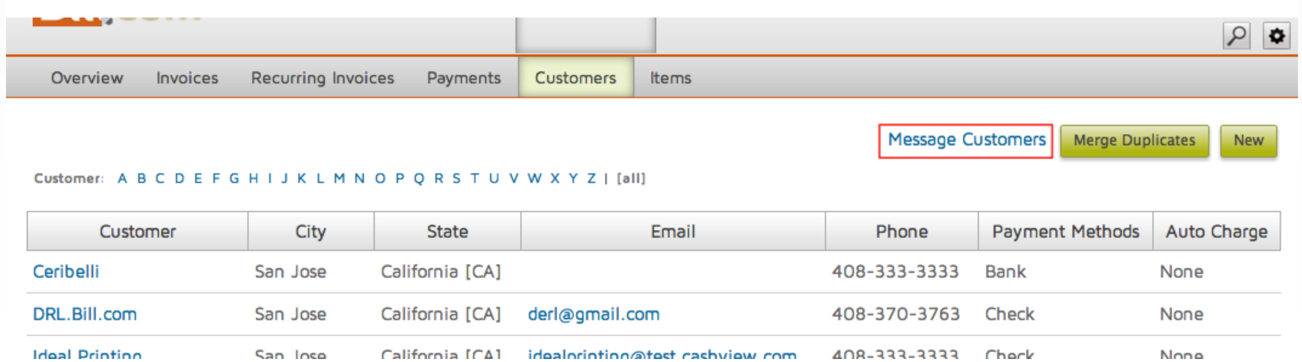
Broadcast message to your customers

- **What is it?**
  - Send notes to multiple customers at the same time, without sending out an invoice
- **Who's it for?**
  - Customers/Clients who use AR and need to message their customers
- **Why?**
  - Useful to onboard new customers before sending their first invoice, so they know what to expect
  - Offers a very easy way to send a message about such things as terms of service or other notices that are the same for all customers

Broadcast message to your customers

Click on the 'Message Customer' list on the Receivables Overview Page or Customer List





Broadcast message to your customers

Add a message, select customers and click ‘next’

Send Public Note to Customers

Enter a note and select the customers you wish to notify

* Note

Select: [All | None]

Customer: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z | [all]

Customer	City	State	Email	Select
Ceribelli	San Jose	California [CA]	satisfactorytest@gmail.com	
DRL.Bill.com	San Jose	California [CA]	satisfactorytest@gmail.com, derl@gmail.com	
Ideal Printing	San Jose	California [CA]	idealprinting@gmail.com, idealprinting@test.cashview.com	
Judy's Printing Serivces	SAN JOSE	California [CA]	judyprinting99@gmail.com	
Mary's Landscaping	San Mateo	California [CA]	maryslandscaping@gmail.com	
Portal Bank Test	San Jose	California [CA]		
RackLite	San Jose	California [CA]	satisfactorytest@gmail.com	
Sippies Pizza	Sippies Pizza	Maryland [MD]	tdo+3@hq.bill.com, sippiespizza@gmail.com	
Skip's Pizza	asdf	sdfs		

Next Cancel

Broadcast message to your customers

Your customers receive an email with your note.

There is also a link to view their account online.

Bearing Company

Hi John,

Bearing Company sent you a note
"We would like to inform you that we are having issues with our phone lines so please contact us via email or send us a note via your online account."

To view your account online, follow the link below:
https://app.bill.com/p/bearingco?email=ceribill%2B411%40gmail.com&id=0cu01WCNXAUCRFSL258v&password=HGPSH&directLogin=1

Thanks,
William Smith
Bearing Company

Don't reply to this email. It was sent from a notification-only email address

Re-apply payments received

RECEIVABLES

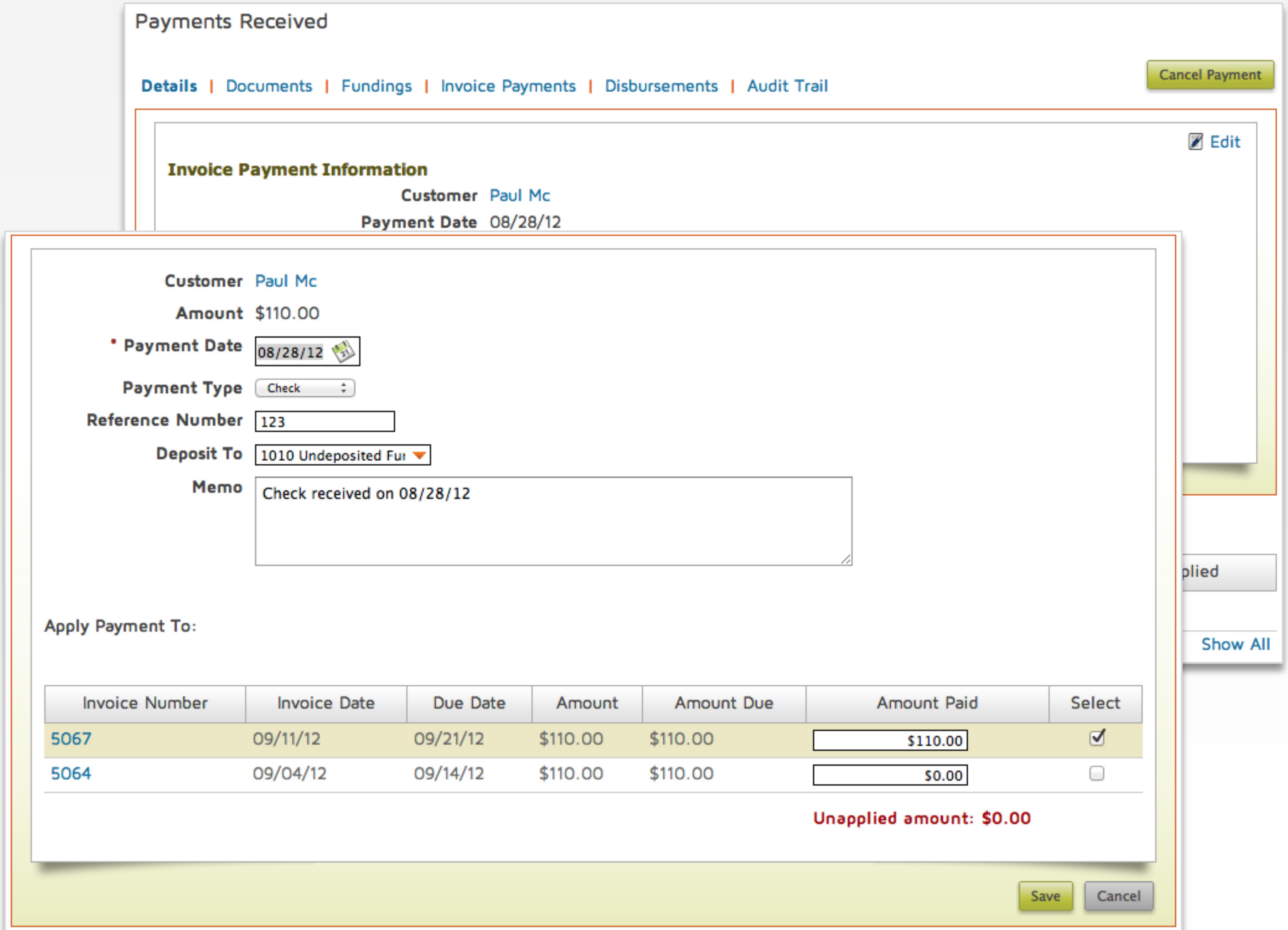
Re-apply payments received

- **What is it?**
  - Ability to re-apply payments received or recorded
  - Any changes made are synced to QuickBooks Windows and QuickBooks Online
- **Who's it for?**
  - Customers/Clients who use AR and need to change the invoices applied to the payment received
- **Why?**
  - Your customer paid in the portal but he/she selected the wrong invoice to paid (e.g. paid new invoice instead of an older one)
  - You recorded a payment or charged a customer but applied it to the wrong invoices

Re-apply payments received

To update any payment received or recorded in Bill.com,

click Edit.



Invoice departments for QuickBooks Online

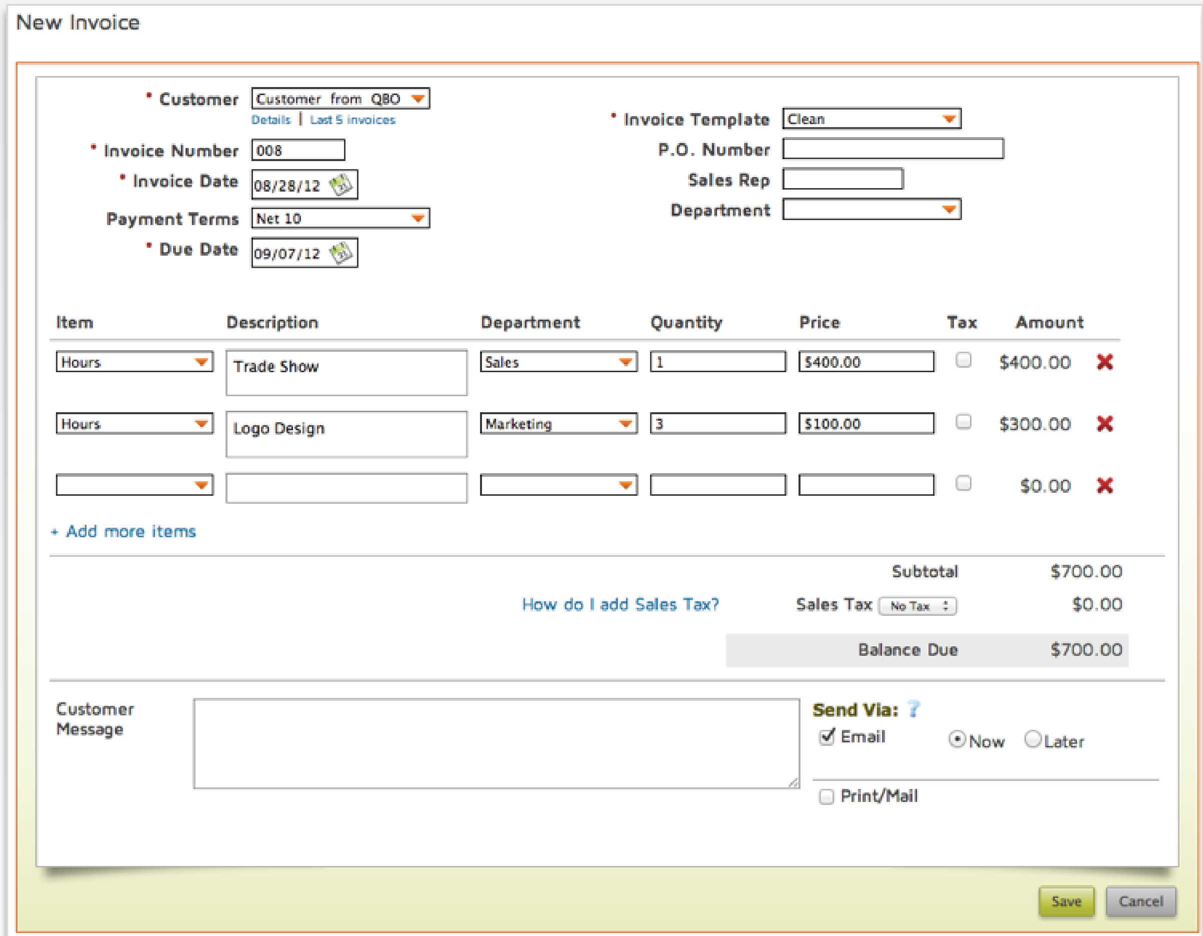
RECEIVABLES

Invoice departments for QuickBooks Online

- **What is it?**
  - You can track invoices by departments (classes in QBO)
  - Departments on the invoice line item are synced to QuickBooks Online
- **Who's it for?**
  - Customers/Clients who use AR, departments/classes and QuickBooks Online
- **Why?**
  - You create invoices in Bill.com and you need to track them by department/classes

Invoice departments for QuickBooks Online

If you use Departments, you can track your invoice line items by department.



QuickBooks Windows, QuickBooks Online, Intacct, Sage 50/Peachtree

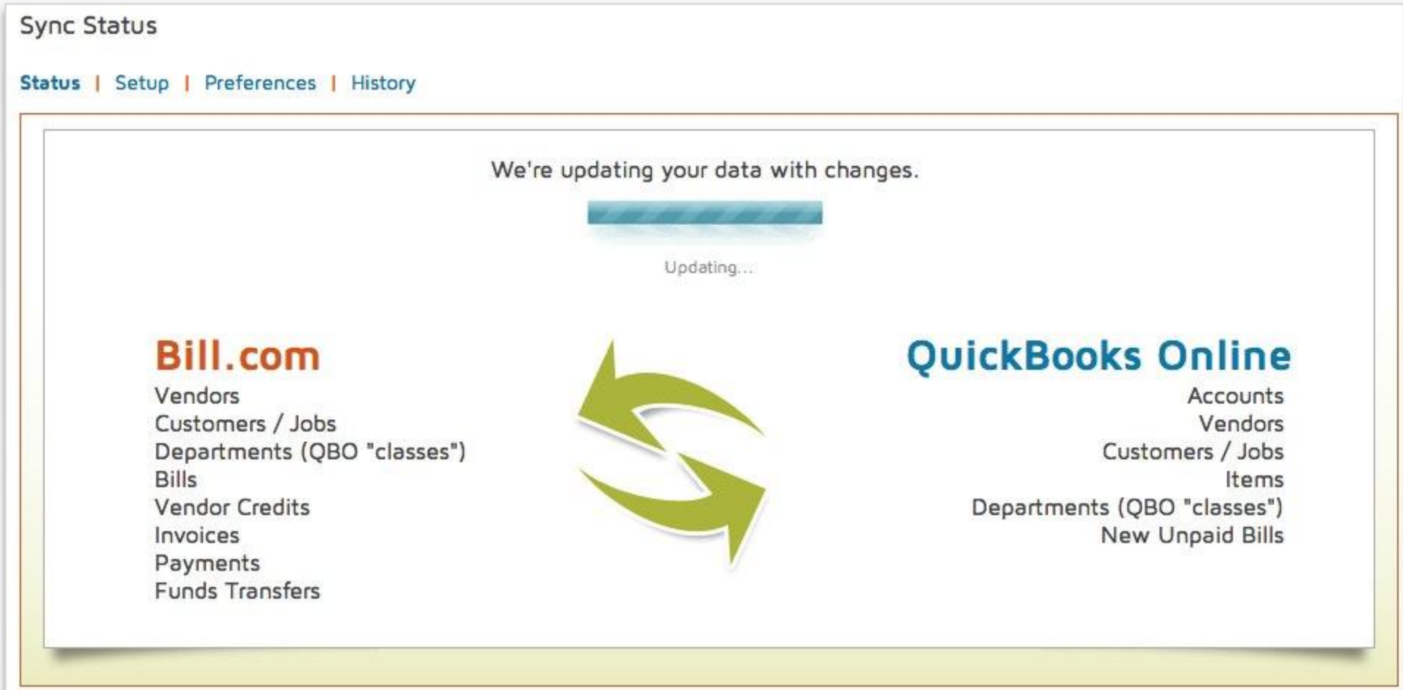
SYNC ENHANCEMENTS

Sync Enhancements

- **What is it?**
  - QuickBooks for Windows: simplified first-time sync, streamlined on-going sync for fewer errors
  - QuickBooks Online: simplified first-time sync, streamlined on-going sync for fewer errors
  - Intacct: streamlined on-going sync for fewer errors
- **Who's it for?**
  - Customers/clients who sync with QuickBooks Online, QuickBooks Windows or Intacct
- **Why?**
  - Sync is crucial to saving you time, we're constantly making improvements

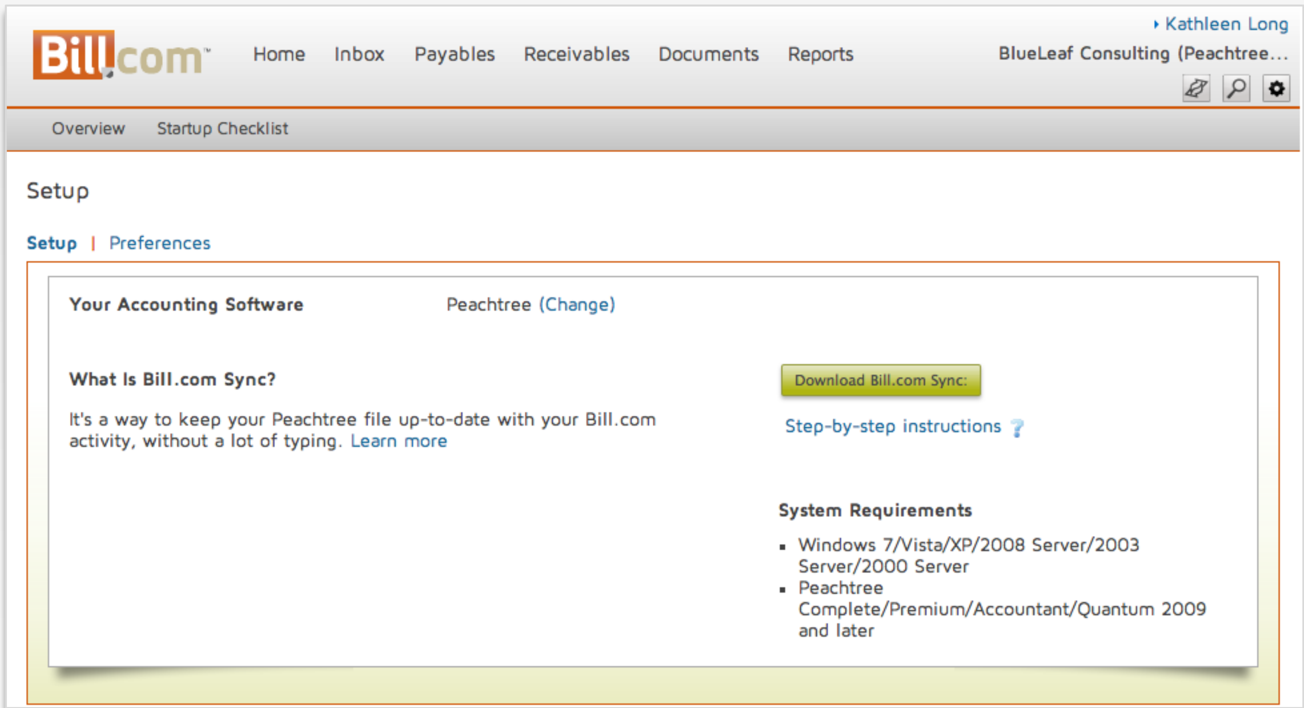
Sync Enhancements

We've streamlined on-going sync for fewer errors with QuickBooks Online, QuickBooks Windows and Intacct.



Sync Enhancements

Support for Sage 50/Peachtree 2013



Q&A