



AATITHYA - PMS

A software for Hospitality Industry

MODULES

1. Common Masters
2. Front Office
3. Point Of Sales
4. Housekeeping
5. Banquet Management
6. Material Management
7. Night Audit
8. Payroll Mgt.
9. Back Office
10. EPABX Connectivity
11. Controls

MASTERS

General Parameters

1. Tax Master
2. Tax Structure Master
3. Payment Type Master
4. Parameter Setting
5. Revenue Group Setting
6. Printing Parameters
7. Printing Setup

Common Masters

1. Country Master
2. State Master
3. City Master/Zip Master
4. Business Source Master
5. Guest Status Master
6. Charge Master
7. **Plan/Package Master** (EP/CP/AP/MAP)
8. Season Master
9. Room Features Master
10. Room Category Master
11. Room Master
12. Company Master
13. Foreign Exchange Master
14. Guest Profile (Guest Details/ Likes-Dislikes/ Passport-Visa Details etc)
15. Group Profile
16. Room Display Screen

FRONT OFFICE

Reservation Operations

1. Reservation/Cancellation (Advance Deposit/ Confirmation/ Advance Deposit)
2. Add/Edit/Delete Group With Reservation
3. Look Up Room types Reservation
4. Look Up Rooms Reservation
5. Look Up Guest Name Reservation
6. Advance Deposit
7. Print Confirmation Letters
8. Print Cancellation Letters
9. Print Registration Card

Reservation Status Report

1. Reservation Status Report
2. Reservation Status (Arrival) Report
3. Reservation Status (In-House) Report
4. Group Pickup Report
5. Group Arrival Report

Advance Recd. Report

1. Advance Recd. Report
2. Advance Recd. Report (Arrival)
3. Advance Recd. Report (In-House)

M.I.S.

1. 7-730 Days Forecast
2. 23 Day Room Availability Forecast
3. 23 Day Room Type Availability Forecast
4. Package Forecast

Front Desk Operations

1. Walk In/Check In Entry
 - Guest Profile Tracking
 - Walk in with Guest History
2. In House Guest Screen
 - Register Wake up calls
 - Receipt Printing
 - In House Guest Message
 - Change Guest Profile
 - Amend Stay
 - Guest Deposits
 - Display Folio
 - Room Dialing On/Off
 - Room Transfer
 - Bill Settlement
3. Expense Entry
4. Foreign Exchange Receive Entry
5. Display Rack
6. House Keeping Screen
7. Travel Agency Posting
8. FOM Bill Reprint
9. Reverse Check Out
10. Merge Room Bills
11. FOM Bill Re-settlement

Reports

1. Instant House Count
2. Check In Register
3. Check Out Register
4. Expected Check Out Report
5. Room Inventory
6. Guest In House
7. House Keeping Report
8. Arrival & Departure Register
9. Charges & Payment Journal
10. Payments By Cashier
11. Cashier Report
12. Settlement Report
13. Cancel Bill Details
14. Room Change History
15. Room wise Plan/Package Details
16. Room Nights for Company/Travel Agent
17. Occupancy Report
18. Revenue earned during the stay of the guest
19. Expected Plan/Package F&B Details
20. FOM Bill Change Report

Tourism Forms

1. **Form - C Report**
2. Form -1 (Tourism) Report
3. Form -2 (Tourism) Report
4. Form -5 (Tourism) Report
5. **Form -3 (Luxury Tax Register)**
6. Form -6 (Tourism) Report

Housekeeping

Transactions

1. Complaint Entry
2. Complaint Clearance
3. Lost / Found Entry
4. House Keeping Screen (Displays Vacant, Occupied, Blocked, Dirty, Out Of Order rooms)
5. Issue/Recd. Entry
6. Claim Entry

Reports

1. Issue Register
2. Room Status Report
3. Complaint Detail
4. Stock Register
5. Stock Summary

Point of Sale

Masters

1. Steward Master
2. Outlet Master
3. Table Master
4. Item Category
5. Menu Group Entry
6. Menu Item Entry
7. Session Master
8. Open Item Consumption Feeding

Operations

1. KOT Entry
2. Table Change Entry
3. Sale Bill Entry
4. Settlement Entry
5. POS Bill Reprint
6. Split Sale Bill

Reports

1. Sales Register
2. Steward wise Sale
3. Table wise Sales
4. Cashier Settlement Summary
5. KOT Wise Details
6. Discount Register Report
7. Cover Analysis Report
8. Pending KOT Report
9. Item wise Sale
10. Deleted Bills And Unsettled Bills
11. NC KOT Detail
12. Sales Day Book
13. Tax Register

M.I.S.

1. Cashier Collection Summary
2. Open Item Sales
3. Void Bills
4. KOT Rate Change Report
5. Tax Summary
6. Discount Summary Report

Banquet Management

Indoor Catering

1. Event Type
2. Venue Features
3. Venue Master
4. Item Category
5. Item Group
6. Menu Entry
7. Catalogue Entry (Define multiple catalogues with item selection)
8. Banquet Opening Entry
9. Booking Chart
10. Venue Availability
11. Banquet Enquiry
12. Banquet Booking
13. Chef Pre Costing
14. Banquet Billing
15. Banquet Settlement
16. Guest Observation & Comments

Reports

1. Sale Register
2. Outstanding Report
3. Party wise Outstanding
4. Cashier Report
5. Booking Enquiry Detail
6. Settlement Report
7. Daily Function Sheet
8. Cover Analysis
9. Item wise Sales Report
10. Tax Summary
11. Guest Observation Report

Material Management

Masters

1. Party Master
2. Department Master
3. Item Group Entry
4. Item Category Master
5. Item Entry
6. Location Master
7. Opening Stock Entry

Transactions

1. Gravy Item Entry
2. Indent Entry
3. Purchase Order
4. M.R. Entry
5. Purchase Bill/Return Entry
6. Requisition Slip Entry
7. Store issue on Req. Entry
8. Kitchen Closing Stock Entry
9. Stock Transfer

Reports

1. Kitchen Stock Report I/R Basis
2. Purchase Register
3. Purchase Summary
4. Cash/Credit Purchase
5. Stock Register
6. Stock Summary
7. Stock In Hand
8. Excess Consumption Report
9. Restaurant Issue Report
10. Store Issue Register
11. Indent Register (Pending/All)
12. Purchase Order Register
13. VAT Register

Night Audit

1. Room Inventory
2. Post Room Charges & Taxes
3. Night Audit Process
4. Charges & Payment Journal
5. Guest Trial Balance
6. Daily Report
7. Room Occupancy Analysis
8. Market Segment Analysis
9. Business Source Analysis
10. Company Analysis
11. Travel Agent Analysis
12. Food Costing
13. Night Audit Control Panel
14. F & B Cost Statement
15. Revenue Analysis

Payroll

Masters

1. Designation Master
2. Category Master
3. Holiday Master
4. Employee Master

Data Entry

1. Leave Entry
2. Attendance Entry
3. Loan/Advance Entry
4. Salary Creation
5. Leave Encashment
6. Over Time Entry

Reports

1. Attendance Report
2. Pay Slip
3. Loan Register
4. Loan Advance Summary
5. Payroll Register
7. PF Statement
8. Loan/Advance Ledger

Back Office

Masters

1. Group Accounts Entry
2. Ledger Accounts Entry
3. Narration Master
4. T.D.S. Category Master
5. Country Master
6. State Master
7. City Master/Zip Master

Data Entry

1. Voucher Entry
2. Adjustment Entry
3. Delete Adjustment Entry
4. Bank Reconciliation
5. T.D.S. Challan Entry
6. T.D.S. Certificate Entry

Reports with Zoom In Facility

1. Balance Sheet
2. Profit And Loss Account
3. Trial Balance (Group)
4. Trial Balance (Ledger)
5. Cash Flow
6. Fund Flow
7. Cash And Bank Books

Other Reports

1. Day Book
2. Ledger
3. Interest Ledger
4. Cash Book
5. Bank Book
6. Journal Books
7. Annexure
8. Bank Register
9. Ageing Analysis for Debtors/ Creditors
10. Cheque Cleared Register/ Not Cleared Register
11. Outstanding Report For Debtors/ Creditors
12. Daily Transaction Summary
13. Reference Report
14. Bill Wise Outstanding Report For Debtors
15. Control Ledger

EPABX Module

Masters

1. Call Type Master
2. Extension Master
3. Call Codes Master

Operations

1. Telephone Call Entry
2. EPBAX Call Report

Controls

1. User Permissions
2. Data Backup /Restore
3. FA Environments Setting
4. Voucher Environment Settings
5. Opening Balance Updation
6. Year End Updation
7. Current Balance Updation
8. Account Merging
9. Guest Parameters Setting