

Day in the Life of Your Office Accountant

Your office accountant is there to make sure the money is collected and counted, and that team members get paid their fair share. Cilio CiO gives them the information and tools to find gaps and opportunities, and reduce manual efforts, like running payroll. Here's how:

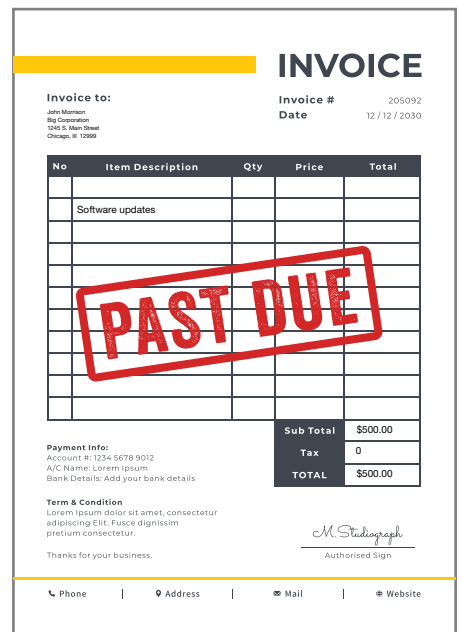


8:00 AM

Review the list of **recent receivables** and mark every job as paid with just a few clicks.

9:00 AM

Follow up on your list of **past-due invoices**. One button will send a customized reminder with a copy of your invoice.

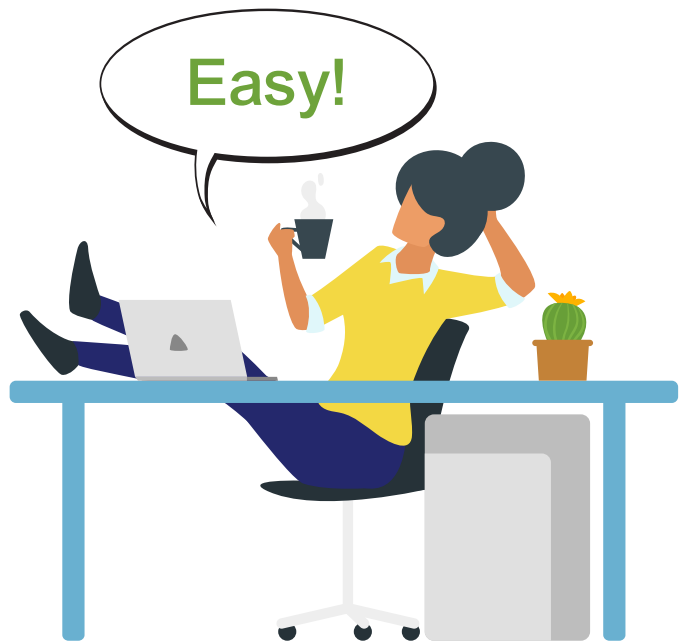


11:00 AM

Quickly see a color-coded view of any job where **you were shorted money**, or over-sold. Request corrections in a snap!

2:00 PM

Payroll. CiO **auto-calculates your crew's pay** on scheduled jobs based on rules you set up. Pay them a % of the job, by the line item, billable hour, flat rate, or a combination. Simply run a report and the math is already done!



4:00 PM

Update your **QuickBooks** directly from CiO. This customized process keeps your books just the way you like them without the dreaded data entry or human error.