

## SANAD list of Services

### Email Integration

Brief of Service: Connect your email via SMTP and control it along with features addition to integrate with SANAD.

Service features:

- Connect your email via IMAP/SMTP and send/receive emails and control folders.
- Set rules for email action such as automatic forwarding/reply/sorting and many other.
- Assign emails to various components within SAND such as assigning emails to tasks, invoices, bills and many more.
- Create and save templets for quick use in the future.

### Accounting

Brief of Service: Simple yet powerful accounting app with various Models such as accounting entries, Invoicing, purchasing, inventory and other.

Service features:

- Accounting app with custom charts of accounts creation and manual journal inputs.
- Quoting and Invoicing module for creation, mentoring and exporting invoices in various formats (i.e., PDF, word and csv).
- RFQ, purchase orders and billing module for creation, mentoring and exporting various components in various formats (i.e., PDF, word, and csv).
- Inventory and Assets management module with features for creating, controlling various products and services along with asses recording and automatic depredation.
- Payroll and HR management.

### Supporting features

Brief of Service: Additional features to make it easy and efficient to create your work and have things done.

Service features:

- Inviting users with authority management for each user.
- Chatting module within the different parts of the system.
- Task Management.
- File storage with ability to share files.
- API integration with various accounting and cloud systems.

