

PMS Project

High level requirements of the modules

Module	Description
01.Master Data	Manages core data entities like COA, field mappings, billing layout...etc. Supports data validation and error checking. Facilitates bulk data updates and maintenance.
02.Landlord/Tenants/Occupant Profile	Includes invoice and receipt delivery options. Manages billing details and payee information. Allows browsing of history for landlords and tenants.
03.Property Profile	Supports bulk updates for property billing details. Features download options for unit lists. Integrates master data across systems.
04.Billing & Invoice	Automates invoice generation and delivery. Supports customization of invoice layouts and templates. Monitors billing statuses and reconcile discrepancies.
05.Credit Control	Monitors payment statuses and overdue accounts. Automates reminder generation for late payments. Tracks outstanding invoices. Records Legal action status.
06.Collection	Manages receipt and collection of payment methods. Automates data extraction for transaction verification. Supports advance payment handling and documentation. Handles Sundry Receipt collection.
07.Approval Workflow	Facilitates approval processes for invoices and transactions. Supports multi-level approval configurations. Tracks approval history and status.
08.Vendor Profile	Manages vendor information and documentation. Supports vendor assessments and performance tracking. Facilitates communication and interactions with vendors.
09.Vendor On-boarding & Performance Evaluation	Streamlines the vendor on-boarding process. Evaluates vendor performance based on predefined criteria. Manages documentation and compliance for vendors.
10.Procurement	Facilitates vendor selection and purchase requisition processes. Manages contract creation and compliance tracking. Handles Supplier invoices Automates procurement reporting and invoice matching.
11.Payment	Handles payment processing and settlement. Supports various payment methods (e.g., ACH, bank transfer). Generates payment advice and tracks payment statuses.
12.Reporting and Dashboarding	Provides comprehensive reporting capabilities for financial and operational data. Supports customizable dashboards for real-time insights. Enables data visualization and trend analysis.
13.Lease Management	Tracks lease activities and renewal processes. Manages lease terms, deposits, and rental refunds. Automates notifications for expiring leases.

14.Fixed Asset Management	<p>Manages fixed asset registers and depreciation calculations.</p> <p>Tracks asset lifecycle and maintenance schedules.</p> <p>Automates reporting for asset-related financials.</p>
15.Budgeting	<p>Supports budget preparation with application of past year (s)' figures and monitoring functionalities.</p> <p>Facilitates approval workflows for budget changes.</p> <p>Generates reports on budget performance and variances.</p>
16.System Log and Audit Trail	<p>Tracks user activities and system changes for compliance.</p> <p>Maintains logs of transactions and modifications.</p> <p>Supports audit reporting for security and accountability.</p>
17.Integration	<p>Facilitates data synchronization with internal & external systems.</p> <p>Ensures data mapping and transformation between platforms.</p> <p>Provides a centralized interface for system integration.</p>
18.Security Setting	<p>Establishes security protocols for data protection.</p> <p>Manages user authentication and access controls.</p> <p>Ensures compliance with relevant security standards.</p>
19.User/Role Management	<p>Manages user access and permissions.</p> <p>Supports role-based security settings.</p> <p>Allows customization of user profiles and access rights.</p>
20.Technical Requirement	<p>Outlines system requirements for deployment and operation.</p> <p>Supports security protocols and system integration.</p> <p>Ensures compatibility with existing IT infrastructure.</p>
21.General	<p>Manages system-wide settings and configurations.</p> <p>Provides a robust alerting and notification system.</p> <p>Supports multiple languages and input methods.</p>