



ROBINSON
— REED —
LAYTON

Meet our staff

We have a team of dedicated and well qualified Sage experts, all of whom stay up to date with the latest developments and successfully pass annual examinations to endorse these qualifications

Our backgrounds range from many business sectors from Farmers to International Exporting companies.

We also cater for different sized organisations from Sole Traders to Incorporated companies.

We can use our experience and links with Sage to help your customers to set up and keep relevant and useful Management Accounts that integrate with core accounting functions

What Sage say about their Accredited Accountant Partners

"Hand-picked by Sage as demonstrating the necessary skills, expertise and resources to support a business requiring a Sage Solution"

Have you recently acquired Sage Accounting software and now want to discover its benefits but don't have the know-how?

Robinson Reed Layton are the only Sage Accredited Accountant Partner in Cornwall and appreciate that the implementation of new accounting procedures can be costly and will involve a lot of time.

Solution

We are a small friendly team with necessary skills to help minimise the effort and provide appropriate training at an affordable cost.

We:

- recognise that each client's need is different
- aim to implement your new Sage accounting software system as smoothly and efficiently as possible
- introduce you to your Sage accounting software package and meet the requirements of your business.

Training

There is no substitute for good quality appropriate training.

Our focus is on tailor-made training in situ with **your** system and **your** data. Alternatively we will be happy to host these sessions at our offices in Truro.

We will be sensitive however to your resources both in terms of staffing levels (and their experience) and any financial considerations.

We will hold an initial meeting to identify your requirements and plan a timetable which could include regular visits to review your progress and Health Checks

Training includes:

Assessing staff and responsibilities
Software set-up
Passwords and security
Nominal coding structure
Data entry including:

- Back-up routine
- Reconciliations
- Bank
- VAT
- Sales Ledger
- Purchase Ledger
- Journals
- Month end routines
- Reporting
- Corrections
- Use of Demo & Practice company data
- Chart of Accounts checking

Sage software available

Sage Instant Accounts – upgrade to Sage 50 or Sage 50 Professional
Sage Payroll
Sage Forecasting
Sage HR
Sage Act!
Sage Job Costing
Sage CIS



Accredited
Accountant Partner

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