

» beetext flow



Easy project tracking
and invoicing.

Flow provides a detailed real-time picture of current workload

By allowing you to see a detailed list of all current projects, the steps involved, who is assigned to each step and where the project is in the workflow Flow provides you with an up to date overview of all projects

The screenshot shows a web browser displaying the 'Flow 2008' application. The page title is 'Flow > Requests'. It features a table with columns for request ID, Reception, Delivery, Customer, Contact, Nb. doc., Units, and Status. The table lists several requests, including ACME-090126-1, ACME-090126-2, AWESO-090227-1, AWESO-090226-1, ACME-090126-3, AWESO-090304-1, and AWESO-090213-1. Each request row includes a 'To be translated.docx' section with details for translation steps (tra, edi, for) and their respective status indicators (green for 'In Progress', red for 'Not Started').

Request ID	Reception	Delivery	Customer	Contact	Nb. doc.	Units	Status
ACME-090126-1	2009/01/28 12:57	2009/06/28 17:00	ACME Inc.	u. demo	3		In Progress
ACME-090126-2	2009/01/28 12:57	2009/07/28 17:00	ACME Inc.	u. demo	1		In Progress
AWESO-090227-1	2009/02/27 11:25	2009/09/03 17:00	Awesome Co.	A. Capone	2	1000 W 50 100%	In Progress
To be translated.docx							
				(tra) P. Parker		2009/09/03 17:00	●
				(edi) A. Stark		2009/09/03 17:00	●
				(for) B. Wayne		2009/09/03 17:00	●
AWESO-090226-1	2009/02/26 13:51	2009/09/14 17:00	Awesome Co.	A. Capone	2	2000 W 100 100%	In Progress
To be translated.docx							
				(tra) P. Parker		2009/09/14 17:00	●
				(edi) C. Kent		2009/09/14 17:00	●
				(v.d.) L. Lane		2009/09/14 17:00	●
ACME-090126-3	2009/01/28 12:57	2009/09/28 17:00	ACME Inc.	u. demo	1		In Progress
AWESO-090304-1	2009/03/04 11:19	2009/09/30 17:00	Awesome Co.	A. Capone	2	300 100% 1000 W	In Progress
To be translated.docx							
				(tra) P. Parker		2009/09/30 17:00	●
				(edi) A. Stark		2009/09/30 17:00	●
AWESO-090213-1	2009/02/13 10:28	2009/09/30 17:00	Awesome Co.	A. Capone	2	1000 W	In Progress
FLOW Business Case.doc							
				(tra) B. Wayne		2009/02/18 14:00	●
				(edi) A. Stark		2009/09/30 17:00	●
				(for) L. Lane		2009/09/30 17:00	●

This makes it easy to open any one of the request by clicking on the request number (seen on the left) and seeing a more detailed view of the request. Modify it, or quickly follow up with any contact.

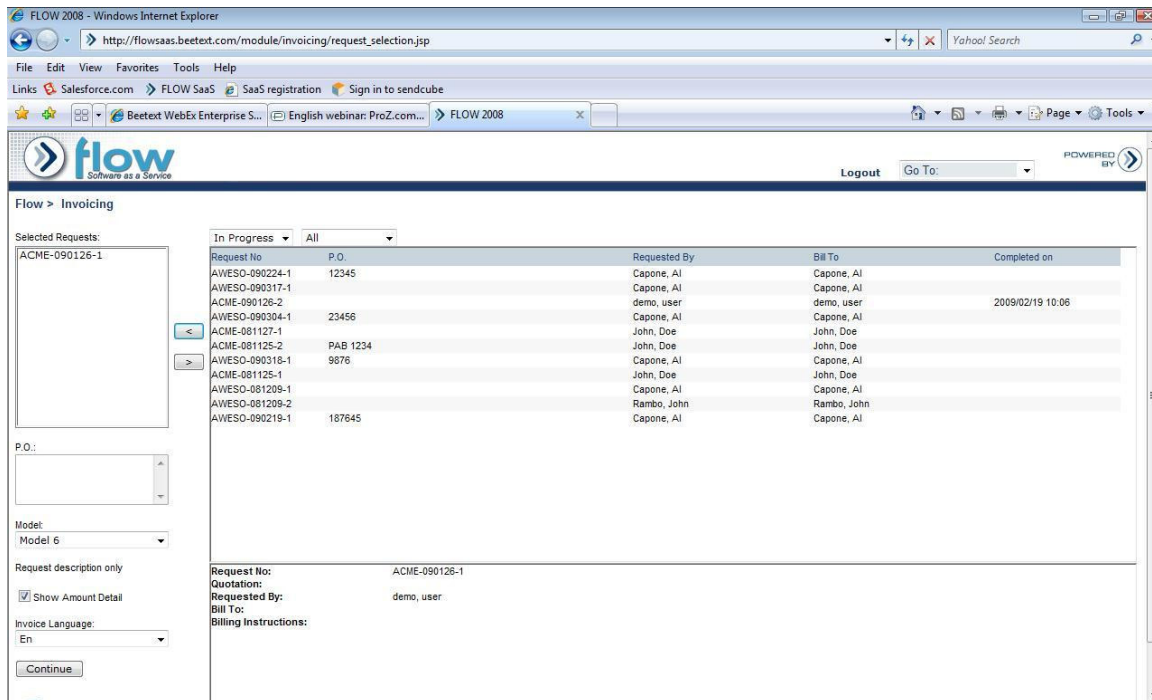
The screenshot shows a detailed view of a request in the Flow 2008 application. The page title is 'Flow > Requests :: Request Information: AWESO-090227-1'. The interface includes tabs for Overview, Request, Documents, Workflow, Instructions, and Quotes. The 'Request Information' section displays details such as Request Type (Request), Priority (Regular), Title (example), Languages (ENG->BER, FRE), Reception Date (2009/02/27 11:25), Delivery Date (2009/09/03 17:00), and Delivery Date Requested (2009/02/28 17:00). The 'CONTACT AND BILLING INFORMATION' section shows the Requested By (Capone, Al), Customer (Awesome Co.), and Billing details. The 'STATUS & DELIVERY' section indicates the Request Status is 'In Progress' and shows a list of services to be translated, including Translation, Edition, and Formatting, with their respective providers and status indicators. The 'REFERENCE DOCUMENTS' section lists 'Case Study-Anglocom.pdf'.

Request ID	Reception	Delivery	Customer	Contact	Nb. doc.	Units	Status
AWESO-090227-1	2009/02/27 11:25	2009/09/03 17:00	Awesome Co.	A. Capone	2	1000 W	In Progress

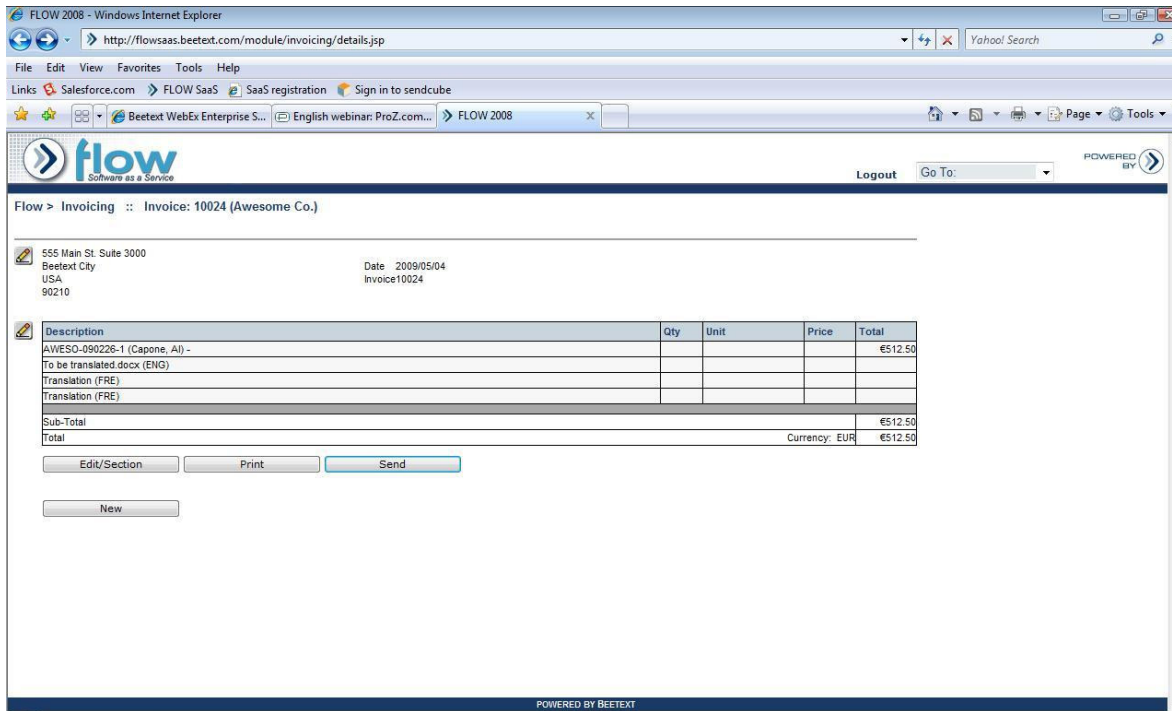
Service	Provider	Lang.	Units	Delivery	Status
To be translated.docx (ENG)		FRE	50 100%		●
Translation	Parker, Peter	FRE	1000 W		●
Edition	Stark, Anthony	FRE			●
Formatting	Wayne, Bruce	FRE			●

Flow will enable you to significantly cut down the amount of time you spend on invoicing in a month.

Creating new invoices becomes as easy as a few clicks of a mouse. Simply select which requests you want to invoice, and click continue. By retaining all information entered into the system, Flow automatically creates invoices for projects based on the rates for billable work, and their associated rates for the client for a given request.



Once an invoice is created a pm can edit/modify or add any details they wish and send the invoice directly from Flow wither as an email with a PDF attachment, or directly to the clients Flow system by simply clicking the send button.



From the Invoicing module it is quick and easy to create, modify and send customer invoices. You will also be able to view/ modify and update the status of the invoice between Sent, Not Sent, Paid and Not Paid.

In addition to this, if you currently work with QuickBooks, Flow can be integrated. With the appropriate connector in place when you create invoices in Flow the system will automatically create the invoice for the same client in QuickBooks. On the receiving end, once you enter the payment into your accounting system, it will be updated in Flow.

Want more Information?

Send your questions to Flowsaas@beetext.com a Flow SaaS expert will be happy to answer any question you have about Flow.