

Product Disclosure Statement

Financial reporting software that ticks all the boxes

The features listed below are just some of the features of Accurri, to discover more please visit accurri.com/demo to view a recorded demonstration.

- Allocations are automated
- Balance checks and validations inbuilt
- Basis of preparation, country specific
- Basis of preparation, select from list
- Cash flow, automated or manual
- Cash flow, created in minutes
- Cash flow, detailed workings
- Change options or choices any time
- Choice of presentation currency
- Consolidations are automated
- Consolidation, detailed spreadsheet
- Context sensitive filters
- Context sensitive help
- Context sensitive links
- Create and store your preferences
- Create your own 'master' formats
- Data entry options, including:
 - Import from Word and Excel
 - Keyboard for manual input
 - Select from drop-down lists
 - Tick or untick 'tick boxes'
- Data from all common GL's accepted
- Disclosures, capture tool inbuilt
- Disclosures, support tool inbuilt
- Drag and drop to order:
 - Divisions
 - Notes
 - Sections
- Edit in one place, edits in all places
- Edit at any point in the process
- FX Trial Balances conversion
- FX Trial Balances import
- Hyperlinks to:
 - Accounting Standards
 - Chart of Accounts
 - Legislation
 - Trial Balance items
- Import graphics and images
- Import Trial Balances from Excel
- Import your Chart of Accounts
- Import your own sections from Word
- Inbuilt tutorial
- Integrates with Word and Excel
- Intuitive interface and workflow
- Major events log
- Manage user rights related to:
 - Specific entities
 - Specific reports
 - Specific tasks
- Mapping, automated or manual
- Multi-point editing capability
- No add-ons, everything is included
- No coding needed
- No extra charges
- No implementation needed
- No manual mapping necessary
- No 'template driven' limitations
- Notes to the financial statements
 - Choice of placement
 - Combine current and non-current
 - Create and store custom notes
 - Drag and drop to re-order
 - Easily edited or replaced
 - Regularly audited and updated
- Online and telephone support
- Outputs include:
 - Annual and Interim reports
 - Comprehensive audit trails
 - Consolidation spreadsheet
 - iXBRL tagged files
 - Supporting reports
- Outputs in Word, Excel and PDF
- Page breaks are automated
- Page numbering is automated
- Presentation, apply your styles
- Preview mode for real time review
- Price includes training and support
- Priced per user (not the # of reports)
- Primary statements, format choice
- Roll forward in minutes
- Rolled reports retain user settings
- Rounding, multiple options available
- Save multiple (milestone) reports
- Secure, multiple layers of security
- Set and forget - options and wording
- Set up entities or divisions in minutes
- Set up 'special' divisions as needed
- Share read-only access with Auditors
- Simple and intuitive navigation
- Simple access via web browser
- Straight forward adjustment process
- Sub-consolidations, just tick a box
- Up to date Accounting Standards
- Updating is automated and real time
- Use for multiple entities
- Warnings displayed automatically

Introduction

The Product Disclosure Statement ('PDS') is intended to provide the prospective Licensees of Accurri (also referred to as the 'software') with sufficient information to enable them to determine whether Accurri is suitable for them.

The adoption of any new technology can inspire, or require, a change in 'the way things get done' and Accurri is no different. We are very confident that Accurri will deliver substantial benefits, but in order to get the most out of the software, some users should

be prepared to review and change some existing processes and preferences. If you are reading a printed version of this publication, please visit accurri.com/resources to make certain that it is the most up-to-date version.

Our guarantee

Accurri is used by many entities and it has been used to prepare thousands of statutory financial reports in a wide range of jurisdictions.

We work extremely hard to ensure that the software is easy to use and it exceeds the needs of our most discerning users. As a measure of our confidence in the software and our ability to support it, we offer a 120 day 'no strings attached' refund as follows:

- If the Licensee is dissatisfied, in any way, with Accurri they may cancel the licence. If the cancellation occurs within 120 days of the Commencement Date (i.e. the first 120 days) the full amount of all licence fees paid will be refunded within 14 days into a nominated bank account.

The Licensee is not required to provide a reason for cancellation (although for development purposes we like to know) they just have to advise us via email that they wish to cancel and provide details of the bank account into which they wish the refund to be paid.

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Licencing

Accurri offers a range of licence and user types as shown below. Licences are granted on a named user basis and the sharing of login credentials is not permitted.

Licence types:

 <p>Platinum</p>	<p>The ultimate automated statutory financial reporting tool. Platinum includes all Gold and Silver features, plus those required for public company or Australian government reporting. Suitable for use in Australia, New Zealand and the United Kingdom and Ireland.</p>
.....	
 <p>Gold</p>	<p>The ideal solution for private company statutory financial reporting. Gold includes everything needed to ensure compliance within Australia (ASIC and AASB), New Zealand (NZ-IFRS, NZASB and XRB) and the United Kingdom and Ireland (IFRS and FRS).</p>
.....	
 <p>Silver</p>	<p>This licence provides primary statements and notes that comply with International Financial Reporting Standards (IFRS). Silver is suitable for use in countries that require or permit IFRS reporting and in which English is the primary business language.</p>

User types:

 <p>Administrator</p>	<p>Full user rights plus the ability to add, delete and manage users. Administrators can also manage organisational controls such as two factor authentication, password management and default user rights.</p>
.....	
 <p>User</p>	<p>Rights to all of the functions and features of the software or only those determined by an Administrator or Manager.</p>
.....	
 <p>Reviewer</p>	<p>Complimentary licence that provides read only access, plus the right to produce all outputs.</p>
.....	
 <p>Manager</p>	<p>Complimentary licence that allows for user management and client site settings. Managers cannot access reports.</p>

All pricing information is available at accurri.com/software

Basis of preparation

The basis of preparations that are available are determined by i) the licence type and ii) country of the report, as shown below.

Silver licence

The Silver licence includes the following basis of preparation options:

All jurisdictions where IFRS* is required or permitted

- Management Reporting IFRS
- Cash Flows - Annual IFRS
- Cash Flows - Interim IFRS
- International Financial Reporting Standards - Annual IFRS
- International Financial Reporting Standards - Annual SME

Gold licence

The Gold licence includes all of the basis of preparation options available under Silver, plus:

Australia

- Company Limited By Guarantee - Annual General Purpose
- Company Limited By Guarantee - Annual RDR General Purpose
- Company Limited By Guarantee - Annual Special Purpose
- Company Limited By Guarantee - Annual Simplified Disclosures
- Proprietary Company - Annual General Purpose
- Proprietary Company - Annual RDR General Purpose
- Proprietary Company - Annual Special Purpose
- Proprietary Company - Annual Simplified Disclosures
- Incorporated Association - Annual General Purpose
- Incorporated Association - Annual RDR General Purpose
- Incorporated Association - Annual Special Purpose
- Incorporated Association - Annual Simplified Disclosures
- Managed Investment Scheme - Annual General Purpose
- Managed Investment Scheme - Annual RDR General Purpose
- Managed Investment Scheme - Annual Special Purpose
- Managed Investment Scheme - Annual Simplified Disclosures

New Zealand

- Private Company - Annual General Purpose
- Private Company - Annual RDR General Purpose
- Private Company - Annual Differential Reporting
- Private Branch - Annual Differential Reporting

United Kingdom and Ireland

- Private Limited Company - Annual IFRS
- Private Limited Company - Annual FRS 101
- Private Limited Company - Annual FRS 102
- Private Limited Company - Annual FRS 102 / 1A
- Private Limited Company - Annual FRS 105
- Limited Liability Partnership - Annual IFRS
- Limited Liability Partnership - Annual FRS 101
- Limited Liability Partnership - Annual FRS 102
- Limited Liability Partnership - Annual FRS 102 / 1A
- Limited Liability Partnership - Annual FRS 105

Platinum licence

The Platinum licence includes all of the basis of preparation options available under Gold and Silver, plus:

Australia

- Listed Public Company - Annual
- Listed Public Company - Interim
- Unlisted Public Company - Annual General Purpose
- Unlisted Public Company - Annual RDR General Purpose
- Unlisted Public Company - Annual Special Purpose
- Unlisted Public Company - Annual Simplified Disclosures
- Unlisted Public Company - Interim
- Government Agency
- Government Department

United Kingdom and Ireland

- Listed Public Limited Company - Annual IFRS
- Listed Public Limited Company - Interim IFRS
- Unlisted Public Limited Company - Annual IFRS
- Unlisted Public Limited Company - Interim IFRS
- Unlisted Public Limited Company - Annual FRS 102
- Unlisted Public Limited Company - Interim FRS 104

All other jurisdictions where IFRS is required or permitted

- International Financial Reporting Standards - Annual IFRS
- International Financial Reporting Standards - Interim IFRS

*Please note, 'IFRS' is a registered trademark of the IFRS Foundation and is used by Accurri solely for descriptive purposes.

Report sections

Accurri has default settings for i) the sections required in the report/accounts and ii) the order in which those sections appear. The default settings are just recommendations which users can easily change.

Sections can be:

- Edited
- Replaced (by importing a Word document)
- Added (by importing a Word document)
- Re-sorted (via 'drag and drop')
- Turned on or off at any time (using simple drop-down selections)
- Reset

Section availability and order

The sections available, and the default order in which they appear, are:

- Appendix 4⁽ⁱ⁾
- Cover
- Corporate directory
- Strategic report⁽ⁱⁱ⁾
- Directors' report
- Directors' remuneration report^{(ii), (iii)}
- Directors' responsibilities statement⁽ⁱⁱ⁾
- Auditor's independence declaration
- Contents
- Statement of profit or loss and other comprehensive income
- Statement of financial position
- Statement of changes in equity
- Statement of cash flows
- Notes to the financial statements
- Directors' declaration
- Independent auditor's report
- Shareholder information

⁽ⁱ⁾ The Appendix 4 is only available where the basis of preparation is Listed Public Annual (AU) or Listed Public Interim (AU).

⁽ⁱⁱ⁾ The Strategic report and Directors' remuneration report are only available where the basis of preparation is for Ireland (where these reports are optional) or the United Kingdom (where they are required).

⁽ⁱⁱⁱ⁾ Included in the Directors' report where the basis of preparation is Listed Public Annual (AU).

Additional sections can be created in Word and easily imported into Accurri. Such sections might typically include (but are not limited to) the:

- Chairman's report
- Chief Executive Officer's report
- Operating and Financial Review
- Corporate Governance Statement

Section presentation options

In addition to being able to edit, replace, add, re-sort and turn on and off, some sections have presentation format options.

The presentation options allow the user to specify naming and format preferences from drop-down lists for the following sections.

Naming options for the Statement of profit or loss and other comprehensive income include:

- Statement of profit or loss and other comprehensive income
- Statement of comprehensive income
- Statement of financial performance
- Statement of profit or loss
- Profit and loss account
- Income statement

It may be presented as either:

- A joint statement
- Two separate statements

Naming options for the Statement of financial position include:

- Statement of financial position
- Balance sheet

It may be presented as:

- Current/Non-current
- Non-current/Current
- Liquidity
- Format 1 adopting IFRS terminology
- Format 1 adopting GAAP terminology

Naming options for the Statement of changes in equity include:

- Statement of changes in equity
- Statement of changes in net assets attributable to unitholders

It may be presented as:

- By Class
- By Total

The Statement of cash flows may be presented as:

- Direct Method
- Indirect Method

Directors' report - subsections

The Accurri Directors' report is made up of many subsections. The three variables that determine which subsections appear are i) Country, ii) Basis of preparation and iii) User inputs.

The following is a list of all Directors' report subsections:

- Accounting records
- Additional disclosures relating to key management personnel
- Additional information
- Audit committee
- Auditor
- Auditor's independence declaration
- Charitable and political donations
- Committee members
- Company secretary
- Contracts of significance
- Contributions on winding up
- Controlling shareholder
- Corporate Governance Statement
- Designated members
- Details of remuneration
- Directors
- Directors' and company secretary's interests
- Directors' interests
- Disabled employees
- Disclosure of information to the auditors
- Dividends
- Employee involvement
- Environmental regulation
- Fees paid to and interests held in the fund by the responsible entity or its associates
- Financial instruments
- Foreign branches
- Going concern
- Greenhouse gas emissions
- Indemnity and insurance of auditor
- Indemnity and insurance of officers
- Indemnity of directors
- Information on directors
- Interests in the fund
- Introduction
- Likely future developments
- Loans to directors and executives
- Matters subsequent to the end of the financial year
- Meetings of directors
- Members' profit share and drawings
- Non-audit services
- Notice of annual general meeting
- Objectives
- Officers of the company who are former partners of [audit firm name]
- Performance measures
- Principal activities
- Principles used to determine the nature and amount of remuneration
- Proceedings on behalf of the company
- Purchase of own shares
- Remuneration report
- Research and development
- Retirement, election and continuation in office of directors
- Review of operations
- Rounding of amounts
- Service agreements
- Share-based compensation
- Shares issued on the exercise of options
- Shares issued on the exercise of performance rights
- Shares issued on the exercise of retention rights
- Shares under option
- Shares under performance rights
- Shares under retention rights
- Significant changes in the state of affairs
- Signing
- Social contribution
- Spare sections x 5
- Strategy for achieving the objectives
- Substantial shareholdings
- Takeover Directive requirements

Subsections can be:

- Edited
- Re-sorted (via 'drag and drop')
- Turned on and off

Notes to the financial statements

Accurri has a comprehensive range of notes and each one has passed the 'real auditor, real audit' test. Notes can be easily edited, re-sorted, managed or turned on or off.

The variables that determine which notes appear are i) Country, ii) Basis of preparation and iii) User inputs. The following is a list of all the notes to the financial statements:

- Administered transactions and balances
- Arrangements for the provision of public infrastructure by other entities
- Average number of employees and employee benefits expense
- Average number of members and highest paid member
- Budget vs actual comparison
- Business combinations
- Cash flow information
- Changes in liabilities arising from financing activities
- Collocation arrangements
- Commitments
- Contingent assets
- Contingent liabilities
- Critical accounting judgements, estimates and assumptions
- Deed of cross guarantee
- Derivative financial instruments
- Directors' remuneration
- Discontinued operations
- Earnings per share
- Economic dependency
- Events after the reporting period
- Expenses
- Fair value measurement
- Financial instruments
- General information
- Imputation credit account
- Income tax expense
- Interests in associates
- Interests in joint operations
- Interests in joint ventures
- Interests in subsidiaries
- Interests in unconsolidated structured entities
- Investments held
- Key management personnel disclosures
- Net assets attributable to unitholders
- Non-cash investing and financing activities
- Operating segments
- Other income
- Parent entity information
- Reconciliation of profit after income tax to net cash from operating activities
- Related party transactions
- Remuneration of auditors
- Restatement of comparatives
- Revenue
- Share of profits of associates accounted for using the equity method
- Share-based payments
- Significant accounting policies

- Spare notes
 - introductory x 2
 - net revenue x 20
 - revenue x 10
 - expenses x 10
 - revenue/expenses x 4
 - revenue after operating profit x 5
 - expenses after operating profit x 5
 - general notes x 10
- Trust transactions and balances

Current assets:

- Assets of disposal groups classified as held for sale
- Biological
- Cash and cash equivalents
- Contract assets
- Derivative financial instruments
- Financial assets at fair value through other comprehensive income
- Financial assets at fair value through profit or loss
- Income tax refund due
- Inventories
- Investments
- Non-current assets classified as held for sale
- Other
- Right-of-use assets
- Spare notes x 2
- Trade and other receivables

Non-current assets:

- Biological
- Contract assets
- Deferred tax
- Derivative financial instruments
- Exploration and evaluation
- Financial assets at fair value through other comprehensive income
- Intangibles
- Inventories
- Investment properties
- Investments
- Investments accounted for using the equity method
- Mining
- Other
- Other financial assets
- Property, plant and equipment
- Receivables
- Retirement benefit obligations
- Right-of-use assets
- Spare notes x 2

Current liabilities:

- Borrowings
- Contract liabilities
- Derivative financial instruments
- Employee benefits
- Financial guarantee contracts
- Income tax
- Lease liabilities
- Liabilities directly associated with assets classified as held for sale
- Loans and other debts due to members
- Other
- Provisions
- Spare notes x 2
- Trade and other payables

Non-current liabilities:

- Borrowings
- Contract liabilities
- Deferred tax
- Derivative financial instruments
- Employee benefits
- Financial guarantee contracts
- Lease liabilities
- Loans and other debts due to members
- Other
- Payables
- Provisions
- Retirement benefit obligations
- Spare notes x 2

Equity:

- Dividends
- Issued capital
- Non-controlling interest
- Reserves
- Retained profits
- Spare notes x 2

Styles

The 'look and feel' of reports can be easily customised using the styles features.

Standard page settings:

- Size, 210 x 297 mm (A4)
- Orientation, Portrait (fixed)
- Font type, Arial (changeable)
- Font colour, Black (changeable)
- Font size, 10 pt (changeable)
- Top margin, 15 mm
- Bottom margin, 10 mm
- Left margin, (adjustable)
- Right margin, (adjustable)

Available fonts:

- Arial
- Calibri
- Cambria
- Century
- Courier New
- Helvetica LT Std
- Lucida Sans
- Tahoma
- Times New Roman
- Trebuchet MS
- Verdana

Font styles:

- Normal
- Bold
- Bold-Italic
- Bold-Italic-Underline
- Bold-Underline
- Italic
- Italic-Underline
- Underline

Font sizes:

A range of font sizes are available

Alignments:

- Left
- Centred
- Right
- Justified

Colours:



Colours can be selected from a colour picker or by using the appropriate HEX or RGB codes

Underline options:

- Column or page width
- Double
- Single
- Thick single

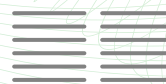
Logo import file:

- Type, PNG or JPG
- Size, 100 KB maximum
- Dimensions, 115 x 45 pixels

Images:

- Type, PNG or JPG
- Size, 2 MB maximum

Two column options:



Both accounting policies and critical accounting can be set as two columns

		Example Limited Notes to the financial statements 31 December 20XY		
		20XY CU'000	20XX CU'000	
18. PROPERTY, PLANT AND EQUIPMENT				
Land and buildings - at independent valuation		58,500	58,500	
Leasehold improvements - at cost		33,585	27,185	
Less: Accumulated depreciation		(18,401)	(13,120)	
		<u>15,184</u>	<u>14,065</u>	
Plant and equipment - at cost		105,607	100,362	
Less: Accumulated depreciation		(56,152)	(44,044)	
		<u>49,455</u>	<u>56,318</u>	
		<u>123,139</u>	<u>128,883</u>	
Reconciliations				
Reconciliations of the written down values at the beginning and end of the current and previous financial year are set out below:				
	Land and buildings	Leasehold improvements	Plant and equipment	Total
	CU'000	CU'000	CU'000	CU'000
Balance at 1 January 20XX	56,500	17,478	69,050	143,028
Additions	-	2,308	740	3,048
Disposals	-	-	(58)	(58)
Revaluation increments	2,000	-	-	2,000
Depreciation expense	-	(5,721)	(13,414)	(19,135)
Balance at 31 December 20XX	<u>58,500</u>	<u>14,065</u>	<u>56,318</u>	<u>128,883</u>
Additions	-	6,400	6,425	12,825
Disposals	-	-	(1,089)	(1,089)
Depreciation expense	-	(5,281)	(12,199)	(17,480)
Balance at 31 December 20XY	<u>58,500</u>	<u>15,184</u>	<u>49,455</u>	<u>123,139</u>
Refer to note 42 for further information on fair value measurement.				
Land and buildings stated under the historical cost convention				
If land and buildings were stated under the historical cost convention, the amounts would be as follows:				
		20XY CU'000	20XX CU'000	
Land and buildings - at cost		52,000	52,000	
Less: Accumulated depreciation		(1,059)	(1,007)	
		<u>50,941</u>	<u>50,993</u>	

Important style notes

- Page orientation is fixed as portrait, landscape page orientation is not available.
- Fonts cannot be added to, or imported into, Accurri. If other fonts (e.g. corporate or custom) are required, they can be applied to the outputs after they have been exported from Word.

Data storage and access controls

We understand that our clients expect and deserve the most rigorous commitment to data security and that is what we deliver.

Secure facilities

The Accurri application and all client data is hosted in Amazon Web Services (AWS) controlled secure facilities. Clients can choose to store data either in Australia, Ireland or Singapore.

Data handling

Other than providing a tool and repository for the purpose of preparing statutory financial accounts, Accurri staff do not handle or in any other way manipulate client data.

The Accurri support team may advise Administrators and Users as to the most appropriate way to structure their data, but they will not do it for them.

Encryption

The Accurri software is accessed via HTTPS using Transport Layer Security (TLS).

Once client data reaches the Accurri AWS hosted environment, all information is encrypted at rest, using AES-256 grade encryption using AWS key management services.

Financial data stored

It should be noted that only summarised financial data is stored in Accurri. For instance, 'Total sales', 'Total salaries and wages' and 'Closing Cash Position' from the Trial Balance.

Accurri does not need, and therefore will not accept, client customer data, sales data, transactional data or any other data that is not specifically required for the preparation of statutory financial reports.

Personally identifiable information (PII) data

The PII data stored within Accurri is limited to:

- The first and last name and email address of named users
- The details of Directors and Key Management Personnel that are required for the purposes of preparing statutory financial reports

Access

Access is restricted to named users (which includes Administrators, Users, Reviewers and Managers) authorised by the client. Accurri support staff may, when requested by the client, access data in order to provide training or support.

Each named user must have unique login credentials and all named users must be real people. Generic or team logins are not permitted, neither is the sharing of logins.

Client Administrators can track individual user access and all major events at a report level.

Accurri has a range of default access controls and security settings and also provides the Administrator the ability to set:

- Inactivity timeouts - ranging from 5 to 60 minutes
- Password minimum length - at least 10 characters
- Password maximum length - up to 100 characters
- Days password valid - between 0 and 365 (0 = always valid)
- Two factor authentication - required or not required

Accurri staff

All Accurri staff undergo background and police checks as a condition of employment.

Data backups and recovery

Backups are taken daily and retained for up to two years. Backups are taken and tested for disaster recovery or business continuity purposes not as safeguards against client errors. Clients should always maintain their report versions and output copies.

Data breach

If our security was compromised (which has not occurred to date), or we suspect it to be compromised, we would, as a matter of priority:

- Notify all affected clients at the earliest opportunity, and
- Take all necessary corrective action

Key processes and practices

Accurri business processes are developed and tested to ensure that clients can operate efficiently and easily knowing that their data and work is secure.

Vulnerability assessments and penetration testing regime

Testing is conducted every 90 days or immediately following systems updates. Testing is in accordance with OWASP testing guidelines 4.1.

Upon request we will provide a summary of the most recent assessment, however we will not provide detailed findings and we will not allow external testing as both of these actions would introduce risks we consider unacceptable.

Disaster recovery and business continuity plans

Accurri has documented disaster recovery and business continuity plans that are reviewed and/or tested at least annually.

Confidentiality

All client data (regardless of form) held by Accurri shall be treated as confidential and will not be disclosed to anyone, except where:

- Such disclosure is required by law
- The client gives specific written permission to disclose
- The client company name and logo (and no other information) may be used in Accurri promotional material as per the EULA

From time to time Accurri support team members may need to log into a client report to investigate or understand a scenario. Any such access will be bound by the employee's terms of employment which includes the confidentiality statement above.

Pay fair

Accurri licencing is underpinned by simplicity and value. We want our clients to be able to access from anywhere, upgrade or change users quickly and easily and above all, feel that Accurri is a sound and positive investment.

In return we ask that clients have the correct number of licenses and ensure that they are used in accordance with the EULA.

Product development

Accurri is developed using a series of discrete development, test and production environments and all developments go through a rigorous testing and quality assurance process before being released.

Release cycles for new features, enhancements and content updates (collectively described as latest developments) are scheduled at six monthly intervals. Where circumstances require it, releases may be brought forward and/or additional releases may be added.

All latest developments for a particular licence type (i.e. Platinum, Gold etc.) will be available to all users of that licence type.

Accurri does not offer customisation. The software is developed to ensure that it can be used by a wide range of clients in as many scenarios as practical.

We do however listen to our clients and where a particular circumstance or request warrants it, we will add developments (features and/or content).

Interpretations

Accurri develops and maintains proprietary interpretations of relevant source literature; being the International Financial Reporting Standards and the following regional adaptations:

- Australia - Corporations Act 2001 and its regulations, ASX, ASIC and AASB
- Ireland - Companies Act 2014 and its regulations and FRC
- New Zealand - Companies Act 1993 and its regulations, NZ-IFRS, NZASB and XRB
- United Kingdom - Companies Act 2006 and its regulations and FRC

Training

While Accurri is intuitive and user friendly, it - like most sophisticated tools - still requires some level of training in order to get the best out of it.

Despite the training requirements being minimal they should be completed if the users intend to maximise the benefits offered by Accurri.

Training is available to all Administrators and Users, including individuals (new or replacement staff) added throughout the term of the licence.

Training consists of two parts:

- Inbuilt tutorial - approximately 45 minutes
- Online training - approximately 2.5 hours

Inbuilt tutorial (training - part 1)

Each new Administrator and User should complete the inbuilt tutorial as soon as they can. The tutorial is the foundation of all subsequent training in, and use of, Accurri and completion is a prerequisite for online training.

Online training (training - part 2)

Once the inbuilt tutorial has been completed, the online training session can be booked.

In the online training one of the Accurri experts will answer user specific questions, address client entity specific challenges and issues as well as covering many 'tips and tricks' within Accurri.

Please note, for all new Accurri clients, the online training will be presented as a group session, so all Administrators and Users must have completed the tutorial.

When booking the online training please allow for up to 5 - 7 working days for the first available session.

We encourage users to spend as much time using Accurri as they can prior to the training session, as this leads to more detailed and informed questioning by the users.

“I just wish I had done the training as soon as I started, rather than leaving it until later. I would have saved days...”

Support

The most efficient way to get support queries resolved is to email our support team using the [Email Support](#) link within Accurri.

Product support is included in the licence fee and is available to Administrators and Users throughout the term of the licence (refer to the EULA for details).

Standard support hours are 8:00 am to 6:00 pm Monday to Friday. Support outside standard hours may be available by prior arrangement and mutual agreement.

Support requests should be submitted using the Email Support link within Accurri or via email to: support@accurri.com

We understand that all requests are urgent, which is why we respond to each one as quickly as we can. However, the speed and relevance of our support team's response will be directly correlated to the quality and quantity of information in the request.

All support requests should include:

- The entity and report name to which the query relates
- A brief description of the issue or challenge
- Supporting files (e.g. Trial Balance) where relevant
- A contact telephone number so our support team can call if required

While there is no limit on the number of support requests, Accurri reserves the right to limit support to individuals who have not completed the recommended training or those that have excessive and unreasonable support requirements.

Frequently asked questions

Q Are there any special system requirements?

A There are no special system requirements. Accurri is accessed via a web browser (we recommend Google Chrome). MS Word and Excel (or equivalents) and a PDF reader are needed to open outputs.

Q I have many Trial Balances to consolidate, can Accurri help?

A Accurri has many features that will help you take care of consolidations quickly and easily. The system has been tested with more than 150 Trial Balances in a single consolidation and it passed with flying colours.

Q Can Accurri use our company's master Chart of Accounts?

A Yes, if you have a master Chart of Accounts or third party codes that you wish to use, simply import them and instruct the system to use those codes.

Q Can Accurri handle complex reporting scenarios?

A Accurri is used by many large (and very large companies) private and public companies, many of which have challenging consolidations, complicated business combinations and specific disclosure requirements and after more than a decade we are yet to find a scenario that it doesn't cope with.

Q Because of the complexity of our organisation I need to produce accounts under different standards, how will that work in Accurri?

A Accurri will allow you to produce reports or accounts under many standards. Simply select the required jurisdiction and then the required basis of preparation from the drop-down list. If you (or your auditor) want to change the basis of preparation mid process you just re-select from the drop-down list and Accurri will apply all of the appropriate changes saving you many hours of re-work.

Q How can Accurri automatically populate the notes and what if I, or the auditors, want different notes or wording?

A The reporting standards are a set of codified rules that apply when given conditions exist. Accurri analyses the reporting options selected, Trial Balance(s) and Disclosures to determine what conditions apply and based on that analysis, notes are turned on or off. All notes can be edited and custom notes can be created.

Q I am preparing reports for a number of companies, can I create a master report and then copy other reports from it?

A Yes. There are a number of ways to create a master report or to copy part, or all, of the content from one report to another.

Q My Trial Balances are in 'US GAAP', will that be a problem?

A It is not a problem. A lot of Accurri clients have US GAAP Trial Balances, it is simply a matter of importing the 'US GAAP' Trial Balances and then entering the IFRS adjustments via the adjustments screen.

Q Can more than one user access a report at the same time?

A Yes, Accurri allows multiple users to work on a single report or set of accounts simultaneously.

Q How often do you update Accurri to reflect any changes to the Standards?

A Accurri is updated at least twice a year to ensure that it is applying the latest Standards as at 30 June or 31 December each year.

Q Can I trial Accurri?

A Yes. A 14 day, obligation free, trial is available. Please contact enquiries@accurri.com to find out more.

Frequently asked questions...

Q Can I change the appearance of the reports?

A Yes. Accurri allows you to add a logo, change colours, fonts and underline styles as well as introducing graphics and custom tables as well as re-sorting and re-ordering the report contents.

Q Can I manage individual user access?

A Yes, Accurri allows Administrators or Managers to set individual user rights. An individual's rights determines which tasks they may perform and which data sets they may access.

Q How secure is the system?

A Accurri is secure and uses a number of layers of security and a number of security protocols in order to ensure that client data is protected.

Q Where is my data stored and how safe is it?

A Data is stored in an Amazon Web Services (AWS) data warehouse and depending on your location that could be in Australia, Ireland or Singapore. Your data is very safe. Accurri uses the same security protocols as those used for internet banking and your data is both encrypted and scrambled to ensure that it cannot be read by unauthorised parties.

Q Can I take a back-up of my data?

A Yes. We encourage all users to make and save copies of their reports or accounts and all related outputs and store them in their own environment. We also advise users to save 'milestone' versions of their work in progress as this provides a quick and easy method of reverting to an earlier point (if ever needed).

Q Can I have customisation?

A We do not offer customisation as part of a standard licence. We do however encourage users to offer suggestions and make requests. The vast majority of enhancements and improvements introduced over the last five years are the result of such suggestions and requests.

Q How is Accurri priced?

A Accurri is licenced on a Named User annual subscription basis, with prices determined by the type and number of licences required. All pricing information is available at accurri.com/software.

Q Does the licence include training and support?

A Yes.

Q What training is available?

A Standard training takes around 3 or 4 hours and is made up of 2 parts. Part 1 involves completing the inbuilt tutorial. The tutorial takes approximately 45 minutes to complete and is the foundation for Accurri activities. Part 2 is a 2.5 hour online training session that addresses specific questions and assists users to get the most out of Accurri.

Q What is involved with implementation, how long does it take and is there an implementation cost?

A Accurri is cloud based and no implementation is required. All you need is an internet connection and a browser. As there is no implementation, there is no implementation cost.

Q Is Accurri able to do iXBRL tagging, and if it can, is it a manual or automated process?

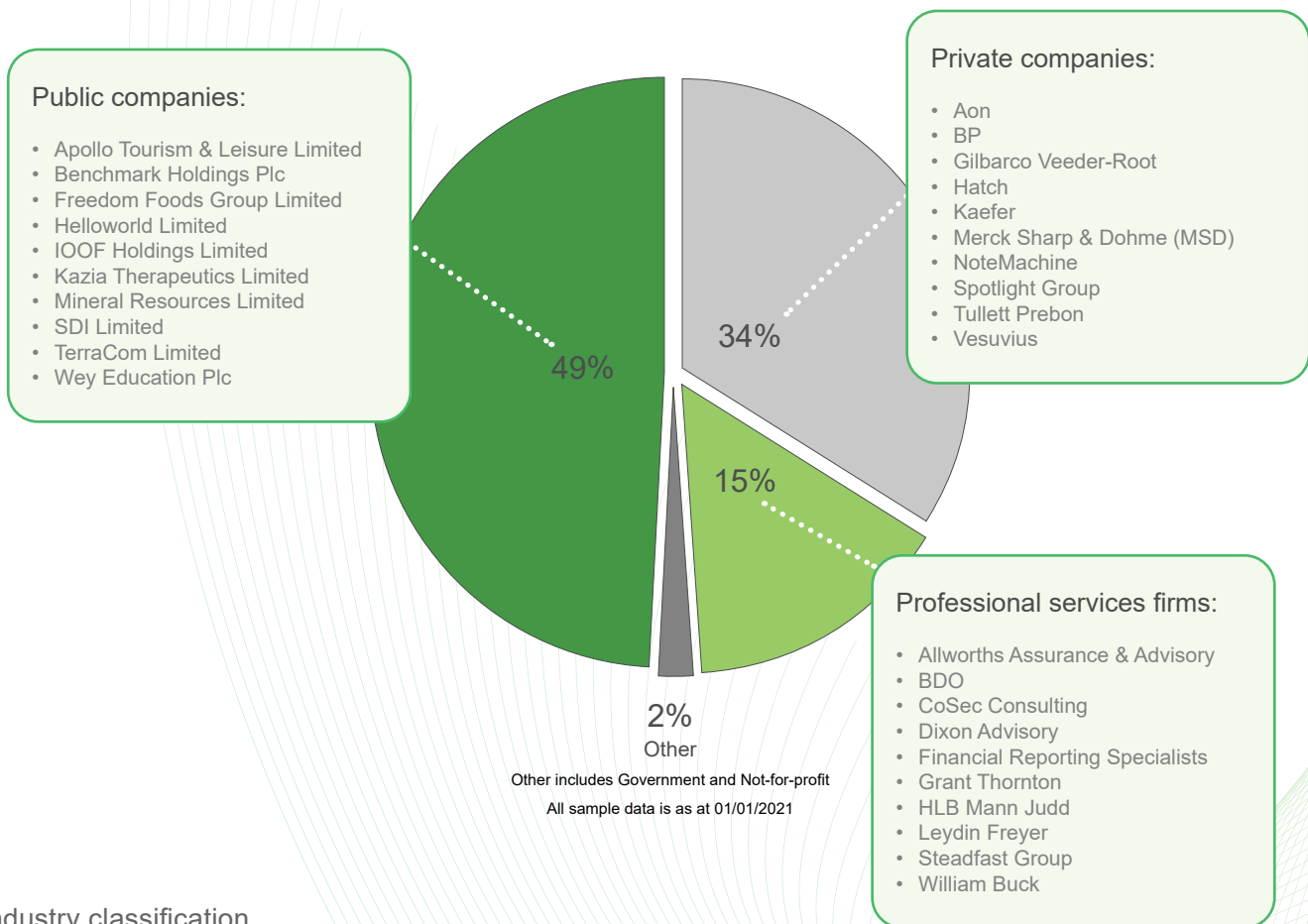
A Accurri does produce iXBRL tagged files (where required) and it does so automatically. Users are able to generate the file by going to 'Outputs' to instantly download an iXBRL tagged file.

Q What if I am not satisfied with the product?

A We understand that businesses want to manage risk and not commit to technology that may not suit them. For this reason, we offer a 120 day 'no strings attached' money back guarantee. If within 120 days of purchasing Accurri you are in any way dissatisfied with it, let us know and we will refund 100% of licence fees paid.

Client profiles

A random sample of 100 entities which use Accurri (summarised below) demonstrates that Accurri software is capable of meeting the statutory financial reporting obligations and preferences of a broad range of entity types.



Industry classification

Accurri works regardless of industry classification. The sample of 100 referred to above, includes entities within the following Global Industry Classification Standard (GICS) industries:

- Oil, Gas & Consumable Fuels (101020)
- Chemicals (151010)
- Containers & Packaging (151030)
- Metals & Mining (151040)
- Paper & Forest Products (151050)
- Construction & Engineering (201030)
- Professional Services (202020)
- Auto components (251010)
- Automobiles (251020)
- Household Durables (252010)
- Leisure Products (252020)
- Textiles, Apparel & Luxury Goods (252030)
- Hotels, Restaurants & Leisure (253010)
- Media (254010)
- Specialty Retail (255040)
- Food Products (302020)
- Health Care Equipment & Supplies (351010)
- Biotechnology (352010)
- Pharmaceuticals (352020)
- Diversified Financial Services (402010)
- Insurance (403010)
- Software (451030)
- Water Utilities (551040)
- Real Estate Management & Development (601020)

To find out more about Accurri you can:



- **Visit our website:**
accurri.com



- **View an online demonstration:**
accurri.com/demo



- **Email:**
enquiries@accurri.com



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- **Pricing:**
available at accurri.com/software