



DISTRIBUTION MANAGER

Distribution Manager leverages the functionality of Microsoft® Excel while automating the delivery of key business information to your critical users.

Eliminate the time-consuming tasks of printing, copying, or creating email attachments just to get information to your end-users. Empower your users with a tool that delivers this business-critical information in an easy and efficient manner.

Benefits include:

- Automate full delivery of reports and files using: Email, Printing, and Archiving
- Unlimited file attachments of all types
- Define important key variables available to all spreadsheets
- Provide custom parameters to spreadsheets prior to re-calculating
- Optional selection of specific Excel worksheets for distribution
- Conversion of Excel documents to HTML, and PDF formats via Adobe Acrobat®
- Optional conversion of Global Software, Inc. and/or Excel formulas to values



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The screenshot shows the 'Maintain DM Specs' dialog box with the following callouts:

- Distribution Method:** Points to the 'Destination Type' dropdown menu, which is currently set to 'Email'.
- Output Format:** Points to the 'File Type' dropdown menu, which is currently set to 'Excel'.
- Send Entire Workbook or Specify Worksheets:** Points to the 'Specify Worksheets' list, which includes 'Sheet1', 'Profit & Loss', 'Balance Sheet', 'Branch Consolidation', 'Distribution Control', and 'Sheet2'.
- Replicate Settings for Multiple Distributions:** Points to the 'Replace Excel Row' radio button.
- Pass Parameters (Dept, Cost Center, Period, etc.):** Points to the 'Cell Value' field, which contains 'F10 420,450'.
- Retain Formulas or Convert to Values:** Points to the 'Convert Formulas to Values' dropdown menu, which is currently set to 'None (No Conversion)'.

DISTRIBUTION MANAGER FEATURES & BENEFITS

Leveraging Microsoft® Excel

With Distribution Manager for use with Microsoft® Excel, the distribution levels/profiles are created directly in Excel, and are thus displayed in a matrix format. Users can also reference equations in any worksheet within the active workbook.

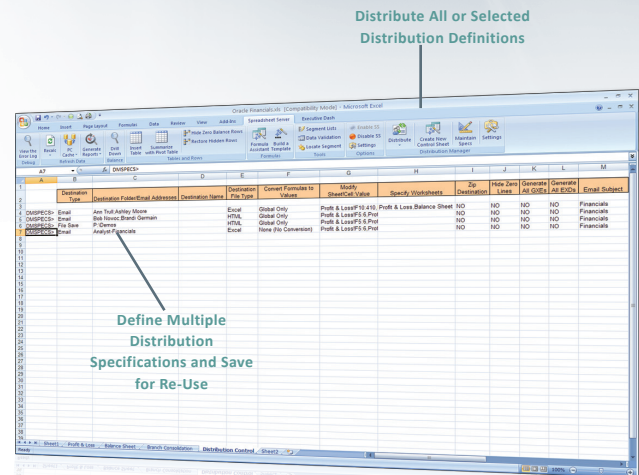
Distribution Options

Distribution Manager for use with Microsoft® Excel allows users automated delivery of reports and files via email, print and archive. With this application, users can assign and save a different folder location for each control level, define the default value for converting formulas by user designations, and pass parameters into the new file to be distributed. Users also have the ability to set automatic calculation of the worksheet prior to distribution, giving the recipients the most up-to-date information. When distributing via email, users may email to an unlimited number of addresses, accessing their current address book. The emails are grouped by recipient, so each user receives a single email with multiple attachments- email consolidation at its finest.

Distribution Content Examples

- Management reports
- Financial statements
- Monthly, quarterly, yearly financial reports
- Event photographs
- Marketing promotions
- Sales forecasts/reports
- Internal company memos

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