

## Online accounting – how does it work?

# PAPERWORK IS DEAD!

## Long live digital!

There's no escaping the fact that the working world is now online and even the most anachronistic businesses are embracing the digital revolution. From filing your tax returns with HMRC to checking your bank statements, it's online all the way.

Online accounting pulls all these strands together and can provide business owners with more accurate, up-to-date and insightful information than ever before – and all at the click of a mouse. But how does it work, exactly? Here's everything you need to know...



### 1

## Why you need it



**Fed up of waiting for information or data? How does no more hanging around sound?**

Get an instant view of your accounts, any time, anywhere.



**Call your accountant for a piece of information, leave a message, wait for a call back... is that really how it needs to be?**

Not any longer! Find the answer yourself in seconds.



**Swamped with paper and running out of storage space for all your files?**

Why not try an iPad on for size?



**Type, print, post, wait. Invoicing was never meant to be this time-consuming.**

Now simply swipe and send everything via email.

### 2

## What you can do



Gain access to your secure account in just three simple steps:

- 1 Log on to [www.businesscontrol.co.uk](http://www.businesscontrol.co.uk)
- 2 Tap your chosen app
- 3 Enter your password

### 3

## What you can do



- 1 Click and swipe to find the financial information you need
- 2 Do what you want, when you want (even on the road or during a meeting)
- 3 Create an invoice using ready-made templates – simply add your logo and you're ready to go
- 4 Invoice a client for the same amount, every month? There's a button for that
- 5 Send the invoice from within the package (and see if it's been opened by your customer)
- 6 Marvel as all your bank transactions appear in your accounts automatically
- 7 Got a document from a supplier? Scan it in and upload it for us to process on your behalf
- 8 OR we can always look after your traditional post and paperwork (until the rest of the world catches up!) and flow it into your online system
- 9 Email your expenses claims to us or load them into a Dropbox
- 10 Give your printer a well-earned rest
- 11 Need the numbers for use elsewhere? Download what you need in whatever format you like!
- 12 Got a receipt? Snap it and upload it!



## SMEs under the spotlight

**3.5 million**

Number of private sector businesses in the UK in 2000

**99%**

SMEs account for at least 99% of the businesses in every industry sector

**5.5 million**

Number of private sector businesses in the UK in 2016



**97,000**

Year-on-year increase in new businesses

**1.8 trillion**

Combined annual turnover of UK SMEs

