



AN INTRODUCTION TO XERO

WHAT IS XERO?

Xero is an online accounting software solution, aimed at providing a fast and easy to use package to business owners and accountants.

Data is stored in the cloud and can be accessed from multiple devices.

With the ability to automate tasks, connect to your bank, and collaborate with advisors and staff in real time, Xero offers a powerful accounting solution to help business owners take control of their numbers.

Xero was designed for small business owners. It offers all the key features necessary to manage and run your businesses finances, making it as stress free as possible.



THE 'CLOUD'

The cloud stores your data, so that you can access it from any computer or device. Rather than traditional desktop software, which can only be accessed from one computer, Xero allows full access from anywhere with an internet connection.

As well as ease of access, storing data in the cloud frees up storage space and offers greater flexibility over how you can keep up to date with your businesses performance.



5 REASONS WHY XERO WILL BENEFIT YOUR BUSINESS

Accessibility

Unlike desktop software, Xero users can access their financial information from any laptop, pc, tablet or phone with an internet connection. There is no need to 'wait until you're in the office' for that information, it's readily available from anywhere.

Automation

Xero can connect with your bank accounts, automatically importing transactions on a daily basis. This saves time and assists with real-time information.

Data entry integrations are available to reduce manual input time, allowing invoices to be entered via your phone or tablet, email and scanner.



Integration

Xero has hundreds of third-party integrations, offering a wide range of specialist features. Integrations for management reporting, payroll, debt chasing and farm management are some of the options available.

Real-time information

Being a business owner requires making key decisions based on financial information. The use of bank feeds, automated processes and third-party integrations allows more accurate, more timely information to know how your business is performing on a day-to-day basis.

Multiple users

Employees, advisors, bookkeepers; they can all be given access with varying degrees of visibility and permissions. This cuts down on wasted time and allows better communication between stakeholders.

FREQUENTLY ASKED QUESTIONS

Q. Don't you need fast internet to use Xero?

A. Having a faster connection will always help, but you do not need a fast connection speed to access and use Xero. There are tips to improve performance and using a free account first to check access is sufficient is advisable before signing up.

Q. Isn't new software difficult to learn?

A. Xero has one of the cleanest and easiest to navigate layouts of all accounting software options. It has been designed to be easy to use on all devices, and training sessions are provided to show how it can be used to its full extent.

Q. Is my business too big for Xero?

A. It's not so much the turnover that's the criteria, rather the complexity of the business operations and the number of monthly transactions. Xero can cope well with up to a few thousand transactions per month, but beyond that it would be worth summarising transactions. With third party tools for payroll, stock and many other areas of business, Xero can grow to meet the demands of many businesses.

Q. How much does it cost?

A. Starter plans start at £12+VAT per month, with the Standard plan starting at £26+VAT (excluding any discounts available from Xero Partners).

Q. Is my data secure?

A. All data is stored securely and is encrypted to prevent unwanted access. All servers and data centres have physical security controls and Xero undertake regular data security audits. It is important to use dual factor authentication and secure passwords help keep your data safe.

DID YOU KNOW?

Over 3 million subscribers across, 180 countries, now use Xero for their accounting software.

Because Xero is cloud based, there is no need to download any software updates, or take data backups.

Xero originated in New Zealand, and is now widely adopted by rural businesses across New Zealand and Australia.





XERO TRAINING

Our Xero migrations include Xero training for up to 5 members of staff. We also offer Xero training courses, with an Introduction and Advanced course, depending on the level of training required.

TESTIMONIAL

How did you find the process of migrating to Xero?

"It went very smoothly, I didn't have to do anything. All the necessary data was transferred from my old software to Xero without any issues."

What are the benefits of using Xero?

"My financial information is now in real time and allows the accounting to be kept more up to date.

I have been able to give consultants direct access so they can login and access data when needed.

Copies of my invoices are now all on Xero and I have noticed a reduction in queries from my accountant when preparing the year end accounts.

Xero has definitely saved my business time and money."

Nick, Farmer, Kent



HOW CAN I FIND OUT MORE?

Visit our social media pages on LinkedIn and Facebook for more on how Xero is used in practice.

Sign up to our monthly newsletter (see the banner on our homepage) for regular Xero tips and news.

Contact us at admin@roakeandcook.co.uk or call us on 01227 788086 to discuss how we can use Xero to benefit your business.

