# AUTOMATED BILLING CONCEPTS with 

 Burroughs Series L
## Electronic Billing

## Computer



WHETHER YOU ARE PREPARING INVOICES BY HAND, TYPEWRITER OR USING SOME TYPE OF BILLING EQUIPMENT, THE SERIES L HAS THE ABILITY TO PROVIDE GREATER THROUGHPUT IN YOUR BILLING OPERATION
Any of three methods of entering data upon an invoice can be combined to automate your billing:

- Keyboard entry
- DATA RETRIEVAL FROM MEMORY
- AUTOMATIC DATA INPUT FROM EDGE-PUNCHED OR 80-COLUMN PUNCHED CARDS

Depending upon your needs, you may select any one of these as the primary method of data entry. Each method brings a new level of productivity to your billing operation.
IN ADDITION, through the power and flexibility of the Series L internal program, YOU WILL BENEFIT FROM:

- Automatic decision making to simplify the operator's job
- Automated forms handling with a choice of unit set or continuous forms
- Complete system control of what the operator does and when she does it.

THE SERIES L ALSO provides several approaches to automated report writing through its memory and flexible data input/output capabilities. You can obtain:

- Reports from memory-as a by-product of invoicing
- Reports from re-entry of previous output data through the Series L
- Reports from the processing of Series L generated data on electronic data processing equipment.

The result is a more complete, highly-automated billing system. A system that is production-oriented and management-oriented. A system offering productivity unmatched by comparably-priced equipment.

KEYBOARD INPUT
The Series $L$ permits complete data input through its electronic alphanumeric and numeric keyboards.

Controlled input simplifies the operator's job. Because of its enforced sequence of operation, anyone can efficiently operate the Series $L$ with a minimum of training. For example, controlled through Program Selec

Keys that inform the operator when they are to be used via "availability" lights. These keys are selectively activated under program control.

This is a simple, economical method hat automates many invoice entries. in blue are either automatic or retrieved from memory.


## DATA RETRIEVAL FROM MEMORY

This method reduces operator effort by retrieving from memory a large portion of the ribbon, body and closing data.

## TYPICAL DATA THAT CAN BE RETRIEVED FROM MEMORY

- Terms - Salesman's name - Ship via instructions - Date - Invoice number - Product descriptions • Product selling prices • Product cost prices • Units by which sold - Sales tax rates Miscellaneous add-on descriptions such as freight, insurance and their rates Miscellaneous words; e.g., Pay last amount in this column.

In the invoice above, items printed in blue are either automatic or retrieved from memory.

AUTOMATIC DATA INPUT FROM EDGE PUNCHED OR 80-COLUMN PUNCHED CARDS
This method provides automatic input of customer and item data.

## TYPICAL HEADER DATA INTRODUCED AUTOMATICALLY

" "Sold to" name • "Sold to" address • "Ship to" name • "Ship to" address • Terms for that customer • Salesman who handles the account - Customer number - Method of shipment charges, discounts, taxes, etc. that wodes-for automatic determination charges or credits applying to that customer.

## TYPICAL PRODUCT DATA INTRODUCED AUTOMATICALLY

- Product number • Product description • Single or Multiple sale prices • Cost price • Discoun or discounts applicable to that product $\bullet$ Unit by which that product is sold $\bullet$ Odd
lot pricing code.

In the invoice above, all entries printed in blue are either automatic, retrieved from memory or obtained automatically from edge punched or 80 -column punched cards.

NUMBER DESCRIPTION
NET COST

1 ELECTRIC TEST FIXTURES 7.540.00 4.250.00 3.290.00

2 REPLENISHERS

$$
\begin{array}{lll}
200.00 & 106.00 \quad 94.00
\end{array}
$$

3 MAGNETIC TAPE REEL LAB

$$
51.30 \quad 21.60
$$

29.70

4 NO. 10 BOLTS
8.75
6.00
$\begin{array}{ccc}5 \mathrm{~K} \& \text { W WATERLESS SOAP } \\ 260.00 & 128.00 & 132.00\end{array}$
6 MOLDING GRADE IRON
6.61
4.20
2.41

|  | 23,937.42 |
| :---: | :---: |
| MISC. |  |
| FRE IGHT  <br>   <br>   <br> 7.15  |  |
| POSTAGE $17.60 \quad 17.60$ |  |
| INS. $5.70 \quad 5.70$ |  |
| 50,295.59 26,358.17 | 23,937.42 |
| TAX 3.5 \% | 267.42 |
| TAX 4 \% | 1,519.84 |
| TAX MISC. \% | 195.19 |
| TOTAL TAXES | 1,982.45 |
| TOTAL A/R | 52,278.04 |
| DISC. | 379.70 |
| 1 WAGNER | 4,221.06 |
| 2 MILLER | 962.55 |
| 3 BURTON | 1,831.12 |
| 4 BRUCE | 2,184.23 |
| 5 RIDER | 4,004.58 |
| 6 THOMAS | 385.40 |
| 7 CARR | 880.55 |
| 8 DANIELS | 970.56 |
| 9 LAWSON | 1,258.39 |
| 10 HUNTER | 828.34 |
| 11 IVERSON | 1,026.30 |
| 12 JORDON | 31,190.00 |
| 13 MISC. | -452.26 |
| TOTAL | 50,195.34 |

## AUTOMATIC REPORT WRITING

Through its memory, powerful processing and versatile data input/output capabilities, the Series L provides two approaches to automated report writing. In addition, it provides compatible output media for expanded data manipulation through electronic data processing equipment.

## REPORTS FROM MEMORY

Here is a typical report prepared from
data captured in memory as a by-produc
of invoicing. This easy-to-read, neatly
printed and formatted report was
prepared under complete program
control. The only operator effort was a
single key depression.

| PROD NO | QTY | SELL | COST | PROFIT | PERCENT |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 1 | 40 | 200.00 | 180.00 | 20.00 | 10 \% |
| 5 | 100 | 678.00 | 645.00 | 33.00 | 4.86\% |
| 8 | 23 | 181.47 | 171.58 | 9.89 | 5.44\% |
| 15 | 100 | 200.00 | 199.00 | 1.00 | . 5 \% |
| 17 | 156 | 155.84 | 138.53 | 17.31 | 11.1 \% |
| 21 | 96 | 191.90 | 181.15 | 10.75 | $5.6 \%$ |
| 25 | 78 | 390.00 | 374.40 | 15.60 | 4 \% |
| 28 | 45 | 223.20 | 215.10 | 8.10 | 3.62\% |
| 29 | 13 | 130.00 | 123.50 | 6.50 | 5 \% |
| 33 | 16 | 95.04 | 94.24 | . 80 | . $84 \%$ |
| 39 | 45 | 135.00 | 123.75 | 11.25 | 8.33\% |
| 45 | 49 | 332.22 | 316.05 | 16.17 | 4.86\% |
| 51 | 12 | 180.00 | 168.00 | 12.00 | 6.66\% |
| 55 | 10 | 60.00 | 57.80 | 2.20 | 3.66\% |
| 59 | 48 | 362.64 | 357.31 | 5.33 | 1.46\% |
| 65 | 100 | 456.00 | 400.00 | 56.00 | 12.28\% |
| 71 | 1,000 | 758.00 | 699.00 | 59.00 | 7.78\% |
| 79 | 19 | 90.82 | 85.50 | 5.32 | 5.85\% |
| 83 | 28 | 140.00 | 63.94 | 76.06 | 54.32\% |
| 95 | 18 | 89.28 | 82.08 | 7.20 | 8.06\% |
| 102 | 100 | 100.00 | 95.00 | 5.00 | 5 \% |
| 108 | 16 | 112.00 | 108.48 | 3.52 | 3.14\% |
| 111 | 16 | 156.80 | 152.96 | 3.84 | 2.44\% |
| 115 | 13 | 156.00 | 143.00 | 13.00 | 8.33\% |
| 120 | 7 | 280.00 | 273.00 | 7.00 | 2.5 \% |
| 136 | 18 | 90.00 | 81.00 | 9.00 | 10 \% |
| 141 | 15 | 26.70 | 23.40 | 3.30 | 12.35\% |
| 149 | 16 | 32.00 | 23.20 | 8.80 | 27.5 \% |
| 158 | 20 | 60.00 | 55.60 | 4.40 | 7.33\% |
| 164 | 30 | 60.00 | 53.40 | 6.60 | 11 \% |
| 172 | 100 | 300.00 | 275.00 | 25.00 | 8.33\% |
| 179 | 26 | 156.00 | 150.28 | 5.72 | 3.66\% |
| 185 | 19 | 93.10 | 90.25 | 2.85 | 3.06\% |
| 191 | 14 | 224.00 | 210.00 | 14.00 | 6.25\% |
| 197 | 100 | 178.50 | 156.20 | 22.30 | 12.49\% |
| 200 | 30 | 222.26 | 193.50 | 28.76 | 12.93\% |
|  |  | 7,176.77 | 6,644.60 | 532.17 | 7.41\% |

If additional data is desired, the previous to-date tape
could then be read into the system and a new to-date report and tape generated automatically.

REPORTS FROM ELECTRONIC DATA PROCESSING EQUIPMENT

80-column punched card and punched paper tape output can also be processed on other on- or offpremise systems to obtain maximum results from Series L generated data. Companion accounting records and analysis reports can be prepared easily and quickly from this proven output media.


## Burroughs IDTL SMSIEN SUPPDIII assurise ile surexass il your insalialion

## Systems Analysis

Burroughs Representatives, well trained in billing, accounting and information processing, are familiar with your business problems. They are also backed by a knowledgeable technical staff.

## Forms Consultation

Burroughs Forms Specialists assist you in developing the most economical and efficient forms to complement your system.

## Software

Burroughs offers you the following choices in obtaining software:
D Burroughs standard application programs.
$\downarrow$ Burroughs standard application programs with modifications.
D Customized programs written by Burroughs Application Software Representatives.
D Writing your own programs, after you receive Burroughs training.
You pay only once for a specific program. Programıng charges are determıned by actual software you need.

## Training

Burroughs equipment is simple to understand and operate. Your Burroughs Representative will work with your operator until the fundamentals of efficient operation have been mastered.

## Service and Supplies

Trained Field Engineers are ready to provide any necessary service A complete line of quality machine supplies is also available through your Field Engineer.

## Maintenance

To keep your equipment at peak efficiency, a program of periodic preventive maintenance * is available through a Burroughs Maintenance Agreement.


