

| Platform Feature | Basic | Professional |
|--|-------|--------------|
| ADDRESS | | |
| Clients, Vendors, Contacts | ✓ | ✓ |
| ITEMS | | |
| RFQs, Proposals, Orders, Invoices | ✓ | ✓ |
| Specifications | ✓ | ✓ |
| Link to Images | ✓ | ✓ |
| Studio Capture | ✓ | ✓ |
| Client Portal | ✓ | ✓ |
| Item History | ✓ | ✓ |
| ACTIVITIES | | |
| Schedule Meetings | | ✓ |
| Follow Up Reminders | | ✓ |
| TIME BILLING | | |
| Enter Time Billing Hours | | ✓ |
| Create Time Billing Invoices | | ✓ |
| CALENDAR | | |
| View Calendar by Day, Week or Month | | ✓ |
| BALANCES | | |
| View General Ledger Balances | ✓ | ✓ |
| MONEY IN | | |
| Enter Cash Receipts from Clients | ✓ | ✓ |
| Enter Misc. Cash Receipts | ✓ | ✓ |
| MONEY OUT | | |
| Pay Order Deposit and Final Payment Entries | ✓ | ✓ |
| Pay Office Expenses | ✓ | ✓ |
| Post Credit Card Payments | ✓ | ✓ |
| RECONCILIATION | | |
| Reconcile Bank and Credit Card Accounts | ✓ | ✓ |
| Bank Import Feature for Reconciliation | ✓ | ✓ |
| GENERAL LEDGER | | |
| View Detailed General Ledger Accounting Entries | ✓ | ✓ |
| Enter General Ledger Journal Entries | ✓ | ✓ |
| SETTINGS | | |
| Enter and Maintain Company Default Files Information | ✓ | ✓ |

| REPORTS | | |
|--|---|---|
| Create Management Reports, Financial Statements, and Sub Ledgers | ✓ | ✓ |
| Custom Report Builder | ✓ | ✓ |
| MOBILE APP | | |
| Addresses, Items, and Images | ✓ | ✓ |
| Activities | | ✓ |
| PINTEREST | | |
| Link Design Boards on Pinterest to Studio Designer | ✓ | ✓ |
| SUPPORT | | |
| Access to User Guide, Training Videos and Classes | ✓ | ✓ |
| Free Email Support, Live Chat, and 15 Minute Phone Support | ✓ | ✓ |
| PAID SUPPORT AVAILABLE TO ALL USERS | | |
| Initial Setup Session (90 Minutes): \$150 | | |
| Outside Experienced Consultants: Rates Vary | | |