

STUDIO I.T.

Studio Designer 8.0

From Proposal to Invoice, **Studio Designer** manages the daily activities of interior design firms.



- Organization
- Efficiency
- Professional Presentation

Studio Designer features include:

- Proposals
- Purchase Orders
- Invoices
- Cash Receipts
- Check Writing

- Email Client Correspondence
- Email Vendor Correspondence
- Automatic Expediting Reminders
- Phone Message Management

- Address Management
- Mailing Labels

- Project Management
- Budget and Profit Analysis
- Time Management
- Time Billing

- Inventory Management
- Inventory Labels
- Inventory Bar Coding
- Inventory Scanning

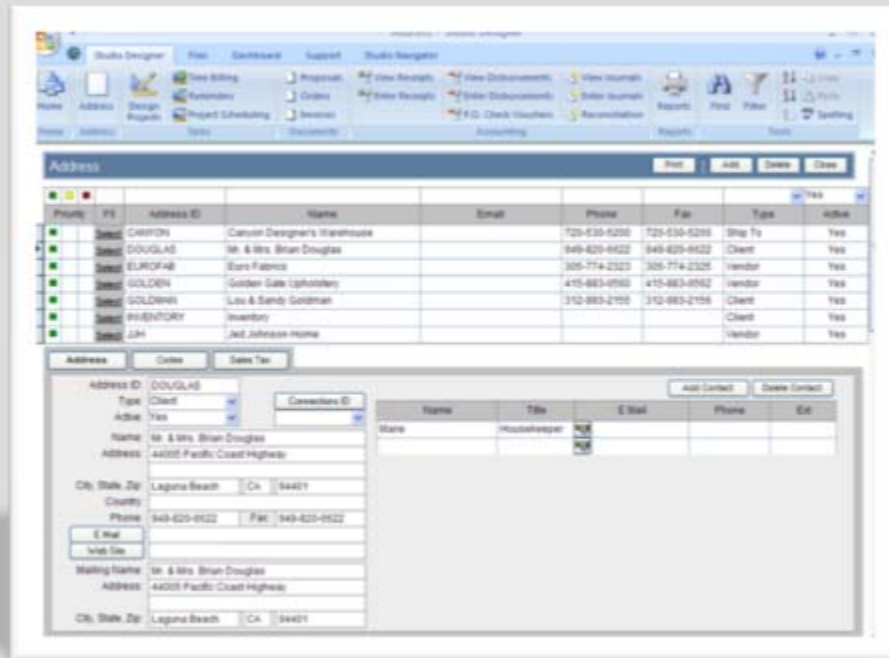
- General Ledger Accounting
- Accounts Receivable
- Accounts Payable
- Client Deposits
- Work in Progress

Our clients include:

Barbara Barry, Inc.
Barry Dixon, Inc.
Bruce Bierman Design
Cadwallader Design
Cullman & Kravis, Inc.
David Phoenix, Inc.
Emily Summers Design
Hilary Heminway Interiors
J. Banks Design Group
Jed Johnson Associates
Kaufman Segal Design
Kerry Joyce Associates
Lafia/Arvin
Madeline Stuart & Associates
Michael Graves & Associates
Michael S. Smith, Inc.
Peter Marino Architects
Philpotts & Associates, Inc.
Robin McGarry ASID
RTKL Associates, Inc.
Sandra Oster Interiors, Ltd.
South Beach Design Group
Thom Filicia, Inc.
Thomas Pheasant, Inc.
Tom Stringer Inc.
Tucker & Marks, Inc.
Victoria Hagan, Inc.

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Address Management



manage client and vendor information in one central location

Name and Address

Maintain name and address information for clients and vendors.

Separate physical and mailing address.

Enter the company email address and automatically address emails to the company.

Enter the company website address and automatically link to the company website.

Contacts

Enter contacts with email address and phone numbers.

Automatically address emails to specific contacts.

Personalize

Define the parameters of how you work with individual clients and vendors to personalize how Studio Designer works for you.

Filter, Locate and Sort

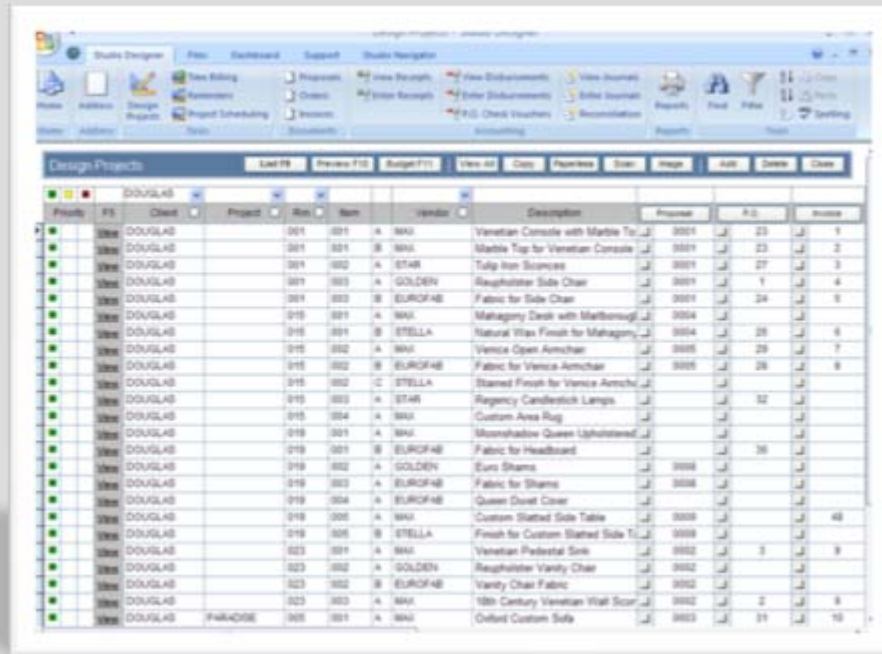
Filter addresses by any field in the address database.

Locate addresses by any field in the address database.

Sort the entire address list ascending or descending by any field in the address database.

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Design Projects



Priority	FS	Client	Project	Ref.	Item	Vendor	Description	Proposal	P.O.	Invoice
View		DOUGLAS		001	001	A MAI	Venetian Console with Marble Top	0001	23	1
View		DOUGLAS		001	001	B MAI	Marble Top for Venetian Console	0001	23	2
View		DOUGLAS		001	002	A STAR	Tall Iron Sconces	0001	27	3
View		DOUGLAS		001	003	A GOLDEN	Regulator Side Chair	0001	1	4
View		DOUGLAS		001	003	B EUROFAB	Fabric for Side Chair	0001	24	5
View		DOUGLAS		015	001	A MAI	Mahogany Desk with Marbletop	0004		
View		DOUGLAS		015	001	B STELLA	Natural Wax Finish for Mahogany	0004	28	6
View		DOUGLAS		015	002	A MAI	Venice Open Armchair	0005	29	7
View		DOUGLAS		015	002	B EUROFAB	Fabric for Venice Armchair	0005	28	8
View		DOUGLAS		015	002	C STELLA	Stained Finish for Venice Armch			
View		DOUGLAS		015	003	A STAR	Regency Candlestick Lamps		32	
View		DOUGLAS		015	004	A MAI	Custom Area Rug			
View		DOUGLAS		018	001	A MAI	Moonshadow Queen Upholstered			
View		DOUGLAS		018	001	B EUROFAB	Fabric for Headboard		36	
View		DOUGLAS		018	002	A GOLDEN	Euro Shams	0008		
View		DOUGLAS		018	003	A EUROFAB	Fabric for Shams	0008		
View		DOUGLAS		018	004	A EUROFAB	Queen Duvet Cover			
View		DOUGLAS		018	005	A MAI	Custom Stained Side Table	0009		48
View		DOUGLAS		018	005	B STELLA	Finish for Custom Stained Side T	0009		
View		DOUGLAS		023	001	A MAI	Venetian Pedestal Sofa	0002	3	9
View		DOUGLAS		023	002	A GOLDEN	Regulator Vandy Chair	0002		
View		DOUGLAS		023	002	B EUROFAB	Vandy Chair Fabric	0002		
View		DOUGLAS		023	003	A MAI	18th Century Venetian Wall Sco	0002	2	9
View		DOUGLAS	PHAROSE	005	001	A MAI	Oxford Custom Sofa	0003	31	10

manage design projects from the initial proposal to final invoice

One Step Entry

Items for clients are entered in one simple step. Proposals, Purchase Orders, Invoices and Checks are automatically created with the click of a button.

Project Management

View the summary status of design project items in one central location.

View your purchase cost, selling cost and profit for each individual item in the list.

Watch the project profit change as you adjust item costs.

Enter and maintain budgets for individual items or for the project overall.

Expediting

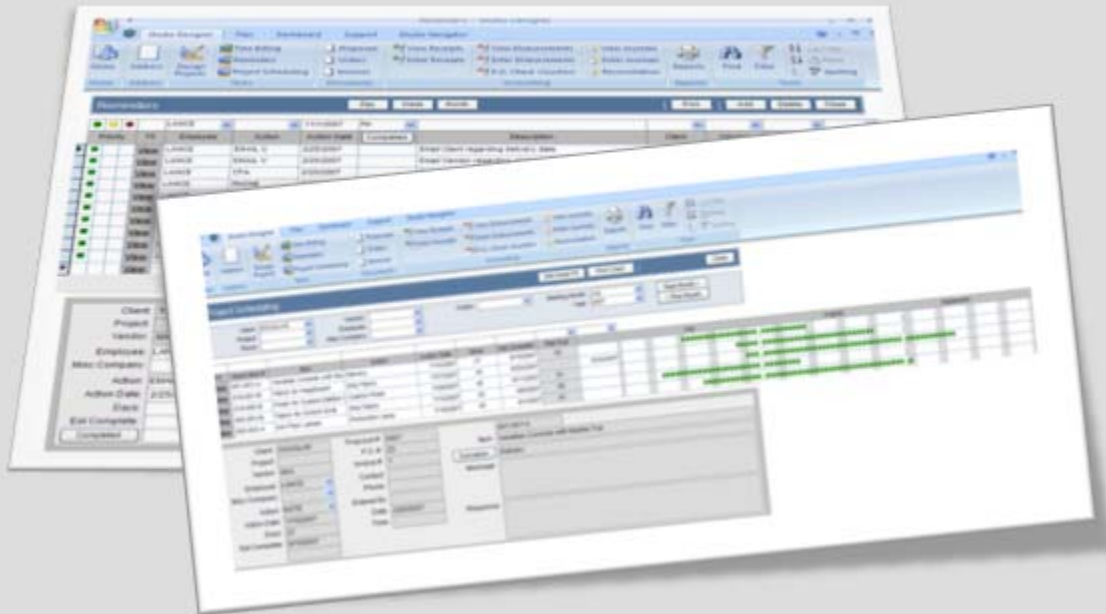
Easily track the status of each item with dates and notes to insure orders proceed seamlessly.

Filter, Locate and Sort

Filter, locate and sort items to find information quickly.

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Reminders and Project Scheduling



reminders keep orders on track and clients informed

Reminders

Studio Designer provides employees a list of reminders or tasks that need to be completed to keep orders on schedule.

Project Scheduling

Enter and maintain activities with beginning and estimated completion dates.

View and print project schedule timeline charts with a click of the mouse.

History

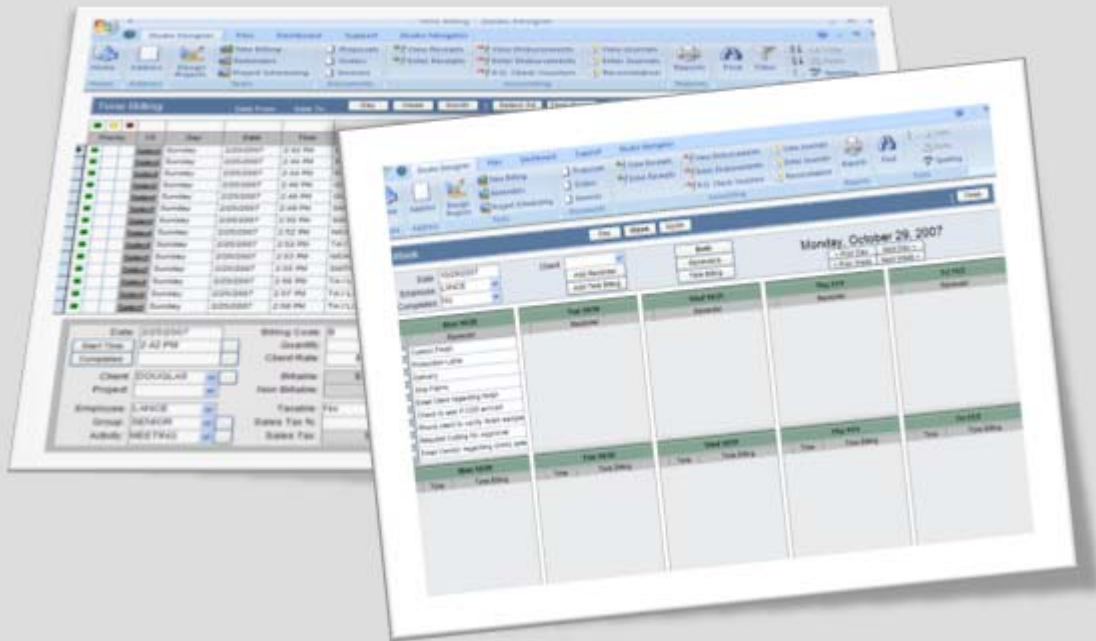
A complete history of all communication regarding an order is displayed for quick reference when employees follow up on tasks.

Phone Messages

No more lost phone messages. Studio Designer keeps track of phone messages and maintains an ongoing history of all calls.

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Time Billing



schedule meetings and produce time billing invoices

Schedule

Schedule and maintain an organized list of meetings with clients and vendors.

View schedules in a calendar format by day, week or month.

Track

Track time spent on design projects by employee and the activity performed.

Measure project profitability by time spent.

Start and stop a timer to calculate time spent on administrative tasks

Invoice

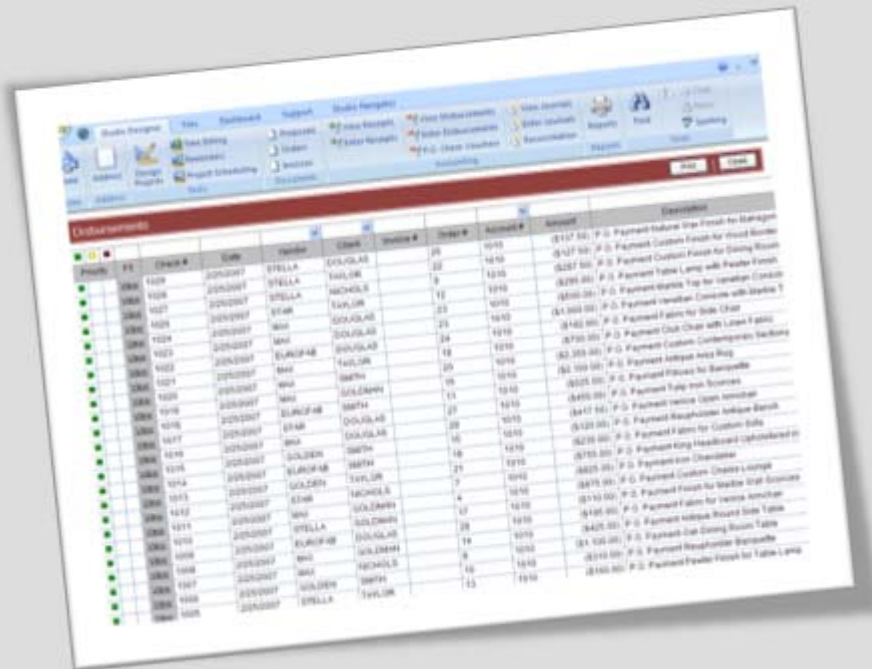
Time is money. Automatically invoice clients for the time spent on a design project.

Client Rates

Unique client rates can automatically fill in based on the client, employee and the activity.

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Checks



Check #	Date	Vendor	Check #	Amount	Description
1101	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1102	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1103	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1104	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1105	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1106	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1107	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1108	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1109	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1110	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1111	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1112	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1113	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1114	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1115	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1116	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1117	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1118	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1119	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager
1120	10/15/2007	STELLA	10150	10.00	P.O. Payment Invoice for Food for Manager

print P.O. and office expense checks

Deposit Checks

Vendor deposit check entries can automatically be created when Purchase Orders are generated.

Purchase Order Payments

Easily select purchase order deposit and final payment check entries to be created.

Office Expenses

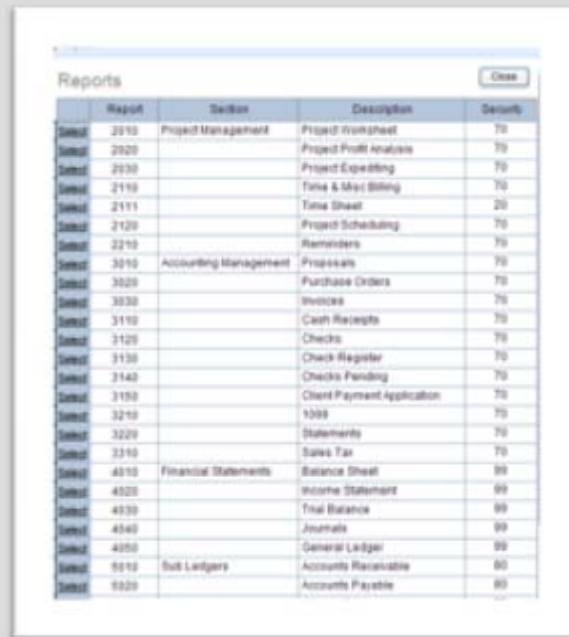
Enter and print checks to pay office overhead expenses.

Check Detail

View account posting detail for each individual check. Studio Designer tracks expense account details and updates order accounts payable as checks are printed.

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Reports



Report	Section	Description	Security
Select 2010	Project Management	Project Worksheet	70
Select 2020		Project Profit Analysis	70
Select 2030		Project Expediting	70
Select 2100		Time & Material Billing	70
Select 2111		Time Sheet	20
Select 2120		Project Scheduling	70
Select 2210		Reminders	70
Select 3010	Accounting Management	Processes	70
Select 3020		Purchase Orders	70
Select 3030		Invoices	70
Select 3110		Cash Receipts	70
Select 3120		Checks	70
Select 3130		Check Register	70
Select 3140		Checks Pending	70
Select 3150		Client Payment Application	70
Select 3210		1099	70
Select 3220		Statements	70
Select 3310		Sales Tax	70
Select 4010	Financial Statements	Balance Sheet	99
Select 4020		Income Statement	99
Select 4030		Trial Balance	99
Select 4040		Journals	99
Select 4050		General Ledger	99
Select 5010	Sub Ledgers	Accounts Receivable	80
Select 5020		Accounts Payable	80

print reports to manage daily activities

Management Reports

Management reports track item details and provide information to analyze and manage design projects.

- Project Management
- Budget Analysis
- Profit Analysis

Sub Ledgers

Sub ledger reports track detailed accounting transactions.

- Accounts Receivable
- Accounts Payable
- Work in Progress
- Client Deposits

Financial Statements

Financial statements summarize transactions to provide an accurate picture of the bottom line.

- Income Statements
- Balance Sheet

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General Ledger

Studio I.T. Inc.
Balance Sheet
November 30, 2007
Continued

Assets		
Cash		\$51,774.21
Equity		\$50,274.26
Current Assets		\$51,774.21
Accounts Receivable		\$1,007.00
Work in Progress		\$0.00
Inventory		\$0.00
Total Current Assets		\$11,826.79
Total Assets		\$62,880.92
Liability		
Current Liabilities		\$4,004.00
Accounts Payable		\$14,000.00
Accounts Payable		\$0.00
Accounts Payable		\$0.00
Accounts Payable		\$0.00
Total Current Liabilities		\$44,880.92
Equity		\$18,000.00
Common Equity		\$18,000.00
Total Equity		\$18,000.00
Total Liabilities and Equity		\$62,880.92

automatic general ledger accounting to manage the bottom line

Automatic

Studio Designer automatically generates general ledger accounting transactions as daily tasks are performed.

Year End Closing

Close the year with a click of the mouse. The prior year may remain open for one full year while adjustments are finalized.

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Studio Designer Pricing			
features	Basic	Professional	Professional w/ Inventory
address management	x	x	x
proposals	x	x	x
purchase orders	x	x	x
invoices	x	x	x
client cash receipts	x	x	x
purchase order checks	x	x	x
office checks	x	x	x
time management	optional \$750	x	x
schedule meetings		x	x
view by day, week, month		x	x
time billing		x	x
follow up reminders	optional \$750	x	x
project scheduling		x	x
view timeline chart		x	x
print timeline chart		x	x
general ledger accounting		x	x
accounts receivables		x	x
accounts payables		x	x
client deposits		x	x
work in progress		x	x
income statement		x	x
balance sheet		x	x
general ledger		x	x
trial balance		x	x
journals		x	x
inventory			x
studio maintenance	x	x	x
price	\$500	\$2,750	\$3,750
<p>Studio I.T., Inc. 545 Broadway, Suite 33 Denver, CO 80203</p> <p>Phone: 720-932-1235 www.StudioToTheTrade.com</p>			

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Training and Support Pricing

Studio Maintenance Agreement , first year subscription Installation of Studio Designer Email notification of updates to Studio Designer Updates to Studio Designer Unlimited access to Studio Support online training classes	Included
Studio Maintenance Agreement , after first year Email notification of updates to Studio Designer Updates to Studio Designer Unlimited access to Studio Support online training classes	\$350 per year
Personalized Online Training and Support Personalized online training and support Prepaid support may be purchased at a discounted rate of	\$135 per hour \$105 per hour
Online Training and Support 4 hour package Prepay 4 hours of online support and save \$120 This package is recommended for all new Studio Designer users Get the most out of your software with personalized training	\$420
Online Training Classes Beginner to advanced classes are available All training classes are free with Studio Premier Maintenance	\$70 - \$105

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Additional Options

Studio Designer SQL Version	\$1,500
Upgrade to the Microsoft SQL version for an additional \$1,500	
Studio Specification	\$1,500
Prepare and print hospitality project specification books	
2 hours of support to customize documents for your specific needs	
Specialized specification report database included	
Studio Synch	
Inventory bar code scanner and management software	
Symbol CS1504 Keychain Scanner	
1 st scanner, cable and software	\$1,000
Additional scanner	\$200
Additional user without scanner	\$150
Flic Batch Scanner	
1 st scanner, cable and software	\$1,100
Additional scanner	\$300
Additional user without scanner	\$150
Additional Users	
Studio Designer additional users	\$150 each
30 Day Free Trial	
Try Studio Designer at no cost for 30 days.	

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