

# Client Portal & Bookkeeping

SharePoint with its in built document management supports the bookkeeping operation very effectively and easy maintenance.



## CASE STUDY

### REQUIREMENT

XYZ has to manage and process its customers' documents (invoices, receipts, bank statements etc) time to time. As the customer base was increasing, XYZ proposed to offer bookkeeping services to its clients.

The clients will provide documents (invoices, receipts, bank statements, etc...) in electronic format, which would be managed, processed by the operators and kept for historical reference. In addition, as part of the service these documents will be made available to the client in order to achieve a paperless office. Client's documents should be treated confidentially. Clients would only ever see documents that relate to them and can never be able to access, view, download, upload, edit or delete documents that belong to another client. Likewise, operator's can only view documents of clients assigned to them. The whole system is designed in such a way that it is easily configurable by any system-administrator designated for a particular organization

### SOLUTION

The SharePoint team handled XYZ's bookkeeping services using Windows SharePoint services (WSS 3.0). Using WSS, each client was assigned a document management site which he could access using a username and password (forms authentication). The site has libraries where the client can upload, view, edit and delete documents. Operators that are part of the process were able to access the associated clients' site based on their permissions / restrictions, process and move the processed documents to another library. Operators were able to schedule tasks via the custom calendar provided in the client site.

The SharePoint team also offered the ease to programmatically creating a site from a pre existing custom template for a registered client at the click of a button. The pre existing custom templates include groups for the client and operator with the permissions for each library and list. The administrator could add new features like a document library or a list with permissions for the client and operator to the existing sites. The new features seamlessly become available to pre-existing sites, without any additional effort. The administrator module was created using web parts developed using Microsoft .Net 2.0, ASP.NET 2.0, and C#. SharePoint database is MS SQL Server 2005.

### BENEFITS

**Ease of maintenance** – SharePoint with its in built document management supports the bookkeeping operation very effectively and easy maintenance.

**Security** – SharePoint offers high security features restricting a client to access only his site and have access to only his documents. Operators too can access only the client sites they are associated with.



#### N-Tier Business Solutions Private Limited

**INDIA** : New No. 22/1, Sardar Patel Road, Kasturba Nagar, Adyar, Chennai - 600020, India.  
Tel. : +91 44 42303168 - 72 (5 Lines), +91 44 24916386  
Fax : +91 44 42303163, +91 44 24916387  
URL : [www.ntierbusiness.com](http://www.ntierbusiness.com) E-Mail : [enquiries@ntierbusiness.com](mailto:enquiries@ntierbusiness.com)

**AUSTRALIA** : Suite 19, 103 George Street Parramatta,  
Sydney NSW 2150, Australia.  
Phone : 1300 85 45 02  
URL : [www.ntierbusiness.com.au](http://www.ntierbusiness.com.au) E-Mail : [enquiries@ntierbusiness.com.au](mailto:enquiries@ntierbusiness.com.au)