



## Datasheet > Full Service Accounting

### Reengineer Your Accounting to a New Standard

IQ BackOffice streamlines and automates your accounting processes with state-of-the-art, web-based solutions that follow tight internal controls while delivering savings of up to 68%.

We reengineer your current accounting processes to SAS70 Type II/SSAE 16 standards, developing best-practices business rules and coding them into our proprietary Archimedes software, which seamlessly integrates with your existing infrastructure. Our highly trained staff processes all transactions within 24 hours, preparing them for review on your company's web-accessible Archimedes dashboard.

IQ BackOffice provides you with the highest level of insight and control, ensuring you have the data you need for real-time decision support. With IQ BackOffice, your accounting function is backed by the security and reliability of a global company that processes millions of transactions each year at a 99.97% accuracy rate.

### Client-Centric Solutions

Our experienced team develops client-centric solutions that leverage your current accounting systems rather than replacing them. By focusing on your rules and systems, we reduce implementation timeframes, risk and expense, and allow your interfaces and reports to function without disruption.

*Our fully integrated client-centric solutions give you real-time control, both in the office and out on the road.*

IQ BackOffice offers complete accounting services that combine top-to-bottom process reengineering and best practices with web-based workflow systems. We leverage your existing infrastructure to **reduce errors and lower costs**, while improving your controls and delivering real-time insight into your processes at all levels.

#### **IQ BackOffice's outsourced accounting services include:**

- Accounts payable
- Accounts receivable
- Billing
- Cash application
- Payroll services
- Electronic payment solutions
- Credit card payments with rebates
- Cash and credit card reconciliations
- Fixed assets accounting
- Financial statement preparation

## Rules-Focused Processing

Starting with a top-to-bottom review, IQ BackOffice documents, formalizes and improves your business processes. Our solution uses best practices and controls to ensure your accounting tasks are guided by a structured process rather than the decisions and methods of individual employees.

In addition to codifying your business rules in our proprietary Archimedes software, IQ BackOffice measures transaction volumes, quality, cycle times, service levels and spend across your enterprise. Our metrics-driven approach ensures rapid and accurate processing, and enables us to meet your standards from day one.

Every transaction and document is recorded in our Archimedes system and routed to our clients for online approval as needed, whether it's an invoice, bill, new hire paperwork, journal entry or financial statement, so you always have all of your business information at your fingertips.

## Broad Experience, Narrow Focus

The IQ BackOffice management team has more than 30 years of experience providing outsourced accounting services and more than 150 years of experience developing and managing financial process solutions. Our collective knowledge helps us build best practices into your business model, while retaining the elements that make your business unique.

## Why IQ BackOffice?

A large importer and distributor of stone, glass, ceramics and pewter had grown from small to mid-sized in just a few years, and its internal accounting infrastructure had not kept pace.

IQ BackOffice worked with the client and their external vendors to implement new accounting and payroll systems across the board. The company now has accurate, timely financial and operational reports to manage their growth, and has reassigned their accounting staff to other business-critical duties, realizing a significant savings each month.

## About IQ BackOffice

IQ BackOffice is the leading accounting outsourcer, offering 99.97% accuracy and up to 68% savings to companies around the globe. Our accounts payable, accounts receivable, payroll and human resources services leverage your current systems to deliver significant process improvements and faster access to information. Working with IQ BackOffice drives lower costs, better decision-making and stronger financial controls for our clients.



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