

Client: **Baxter Codeworks**

Client Product: **ExpTraxx** – Expense Tracker application

Functionality (PC Module):

- Display (tree)
 - Sort by date
 - Sort by category
 - Subtotals by Category
 - Tax Deductible expenses by year
 - Estimated Tax payments by year
 - Tracking - non-deductible, non-reimbursable expenses (ie. Budget, hobby)
 - Project – reimbursable expenses
 - Subtotals by Status (in addition to Subtotals by Category)
- Delete
 - Expense Item
 - Delete parent node if last item
 - Category (if Sort by Category)
 - Delete group if last category
 - Group
 - Delete all children, and grand-children (if Sort by Category)
- Edit
 - Edit item
 - Item name
 - Amount
 - Where Purchased
 - Details
 - If project & Can Reimburse,
 - Reimbursable
 - Status
 - Edit Group/Category (CanReimburse Projects only)
 - Change Status from -> To
- Add New
 - Expense Item
 - Item Name
 - Date
 - Type (Tax, EstTx, Tracking, Proj)
 - Category
 - If Project (can reimburse)
 - Project ID
 - Reimbursable item
 - Category
 - If not Project (non-reimbursable)
 - Year (ie. Tax Year)
 - Amount
 - Where Purchased
 - How paid

- Check Nbr
 - detail
- Export – as csv file, all expenses, by current sort
 - Select/enter filename
- Create Backup
 - Browse for file (SaveAs), then copy database.
- Open/switch database
 - Browse for file
 - Option to make choice the default database
- Configure Projects (list/grid)
 - Add new project
 - ProjID (sort order)
 - ProjName
 - Description
 - Delete project
 - Edit
 - See Add New for fields
- Configure Categories (tree)
 - Add/Edit Group
 - TypeID (sort order)
 - Name
 - Description
 - Can Reimburse
 - Add category to group/Edit category
 - Display ExpType (read only)
 - Category name
 - Description
 - Delete
 - Group (and all attached Categories)
 - Category
 - Note: TAX and ESTX groups are not editable, but their categories are
- Reports (direct, preview). Dialog for selecting Report options.
 - Tax Deductible for selected year (s) (checklist)
 - Summary
 - Detail
 - Estimated Taxes (detail only) for selected year(s) (checklist)
 - Selected Project(s) (checklist, radiobuttons for grouping)
 - Summary
 - Detail
 - By Category/status (incurred, billed, paid, non-billable)
 - By Status/category
 - Note: show non-reimbursable items as separate category on report.
- AboutBox – version information.
- Exit