

RESOURCE GUIDE

DIGITAL BUSINESS MANAGEMENT SOLUTIONS



**STILL USING
SPREADSHEETS?**

**88% OF
SPREADSHEETS
CONTAIN
ERRORS.**

DATA WATCH

5 REASONS BUSINESS SHOULD INVEST IN DIGITAL SOLUTIONS

01 AUTOMATION

Finding solutions that reduce manual entry can improve business operations and workflow that benefit employees, customers, and bottom line.

02 HUMAN ERROR

It is human nature to make mistakes. For businesses, a wrong decimal point or duplicate data entry can cost time and money. There are better solutions.

03 EFFICIENCY

Many programs integrate to more effectively and efficiently analyze data, reduce redundancies, and improve workflow.

04 SECURITY & ACCESSIBILITY

Locally stored data is vulnerable to security hacks, loss, and file corruption. Cloud-based solutions also allow for teams to easily access secured data from anywhere and more easily collaborate.

05 SCALABILITY

Planning for the future is essential to any business. Digital solutions allow your business to more seamlessly scale.

ACCOUNTING Select the solution that is flexible and includes the feature your business needs require.



Quickbooks.com

QuickBooks products are geared mainly toward small and medium-sized businesses and offer on-premises accounting applications as well as cloud-based versions that accept and manage business payments and payroll functions.



Sage.com

Sage solutions manage accounting, HR, payroll, payments, assets, construction, real estate, and enterprise systems. With solutions that fit the needs of startup, scale-up, and enterprise companies.



Freshbooks.com

Freshbooks is a cloud-based small business accounting software that easily allows you to send invoices, track time, manage receipts, expenses, and accept credit cards.



Xero.com

Xero is online accounting software that connects you to accountants and bookkeepers, your bank, and a huge range of business tools to simplify your business tasks.



Zoho.com

Zoho gives you one integrated system to transform your business' disparate activities into a more connected and agile organization. Increase productivity across your business, deliver better customer experiences, and more.

LOOKING FOR MORE COMPARISON? VISIT
WWW.PCMAG.COM/PICKS/THE-BEST-SMALL-BUSINESS-ACCOUNTING-SOFTWARE

The logo for Gusto.com, featuring the word "gusto" in a lowercase, rounded, red font.

Gusto.com

Through one refreshingly easy, integrated platform, Gusto automates and simplifies your payroll, benefits, and HR, all while providing expert support.

The logo for OnPay.com, featuring the word "onpay" in a lowercase, blue, sans-serif font.

Onpay.com

OnPay always runs payroll fast, and we give you the HR tools and reports you need to stay organized. It also syncs with QuickBooks, Xero, and other top software.

The logo for Zenefits.com, featuring a stylized red "Z" icon followed by the word "zenefits" in a lowercase, red, sans-serif font.

Zenefits.com

Zenefits has all the HR tools that make managing your people easy, from streamlined onboarding and easy PTO tracking to org charts, performance reviews, and more.

The logo for Rippling.com, featuring a stylized black "R" icon followed by the word "RIPPLING" in a bold, uppercase, black, sans-serif font.

Rippling.com

Rippling lets you effortlessly manage your employees' payroll, benefits, devices, apps, and more—all in one place.

The logo for SurePayroll.com, featuring a green square icon with a white "S" followed by the word "SUREPAYROLL" in a bold, uppercase, black, sans-serif font, with "A PAYCHEX COMPANY" in smaller text below.

Surepayroll.com

SurePayroll provides easy online payroll services such as payroll tax services, accounting services, and 401k plans.

The logo for QuickBooks by Intuit, featuring a green circle with a white "qb" inside, followed by the word "intuit quickbooks" in a lowercase, black, sans-serif font.

Quickbooks.Intuit.com

QuickBooks offers on-premises accounting applications as well as cloud-based versions that accept business payments, manage and pay bills, and payroll functions.

Bill Pay.



Bill.com



Tipalti.com



Getyooz.com



Avidxchange.com



Certify.com

Time & Project Management.



Zoho.com



Timedoctor.com



Wrike.com



Hubstaff.com

Document Management.



Onlyoffice.com



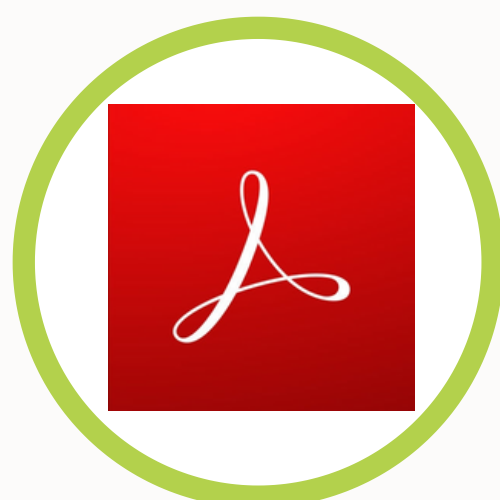
Office.com



Start.Docuware.com



Efilecabinet.com



Acrobat.Adobe.com



Hightail.com

Travel & Expense Tracking.



Certify.com

Certify is a powerfully integrated travel, expense, and invoice management software.



Rydoo.com

Rydoo offers one single app, with two modules covering the entire travel & expense journey: before, during, and after each business trip.



Expensify.com

Expensify offers expense management, receipt scanning, and business travel.



Zoho.com

Zoho gives you one integrated system to transform your business' disparate activities into a more connected and agile organization. Increase productivity across your business, deliver better customer experiences, and more.

Travel & Expense Tracking.

- **MileIQ** (www.mileiq.com)
- **TripLog** (www.triplogmileage.com)
- **Everlance** (www.rydoo.com)
- **Hurdlr** (www.hurdlr.com)



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