



## Streamline and Centralize Your Internal Processes and Close Faster with Confidence

Managing your financial close checklist manually in spreadsheets won't get the job done anymore. Shared spreadsheets frequently crash. Monitoring progress is difficult. Daily closing meetings eat up a lot of valuable time. Your accounting systems don't speak the same language, resulting in redundancy. Is it any surprise that only 38 percent of companies are satisfied with the quality of their close management?\*

Adra Task Manager by Trintech brings your team together in one place. By centralizing detailed task lists and controls, everyone on the finance team knows what needs to be done every step of the way. Now, managers can have full visibility of the close process. Your daily close meetings will focus on bottlenecks and potential issues instead of status updates – a much better use of your team's valuable time.

Adra Task Manager automatically documents the progress of each item on your to-do list. Save time by standardizing tasks, improving the flow of information and adopting best practices. Centralize all close tasks and documentation into one common location, with full accountability and auditability. Track close performance at the KPI level down to the task.

- Centralize checklists and documentation in the cloud
- Automated notifications instead of emails and phone calls
- Track at team, entity, or department levels
- Enforce SOD and completion steps
- Governance and risk management

## Key Benefits

- Effortless definition and execution of period-end tasks
- Enhanced visibility and control across the entire close process creates ownership and accountability
- Increased efficiency with continuous monitoring of what needs to be done and when
- Improved collaboration with better flow of information and more transparency, reducing time spent in meetings
- Increased enforcement of best practices and internal controls
- Seamless integration with the Adra Suite that simplifies and automates closes processes
- Close automation with system prepared parent tasks

# Close Faster with Confidence

## Templates and Library

With Adra Task Manager you can build task lists with clear and concise instructions that create ownership and accountability. Create folders for accounts receivable, accounts payable, accruals, cash and other major accounts. You'll be able to keep documents organized and eliminate clutter. The solution's setup includes documenting policies and procedures to ensure consistent behavior.

## Built-in Dashboards

To communicate information clearly and efficiently, Adra Task Manager presents data in a visual context. Its dashboards provide real-time feedback and actionable insights, allowing managers to check progress anytime, anywhere and identify any issues that need immediate attention.

## Notifications and Alerts

Adra Task Manager provides transparency into the close process making it easier for users and managers to collaborate. Additionally, notifications and alerts keep everyone on task, and comments are archived to streamline communications.

## Workflow and Audit Trails

The solution's approval workflow and built-in segregation of duties provides governance and control, and an audit trail is automatically created to allow for consistent tracking of every event within a task.



The ability of the Task Manager product to inform the next person down the line of what was due has been extremely helpful and allowed us to be much more consistent on our days to close and much more efficient on our closing process."

*CFO*

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As part of internal checks, Adra Task Manager is worth its weight in gold."

*Group Controller*

[READ THE CASE STUDY](#)

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