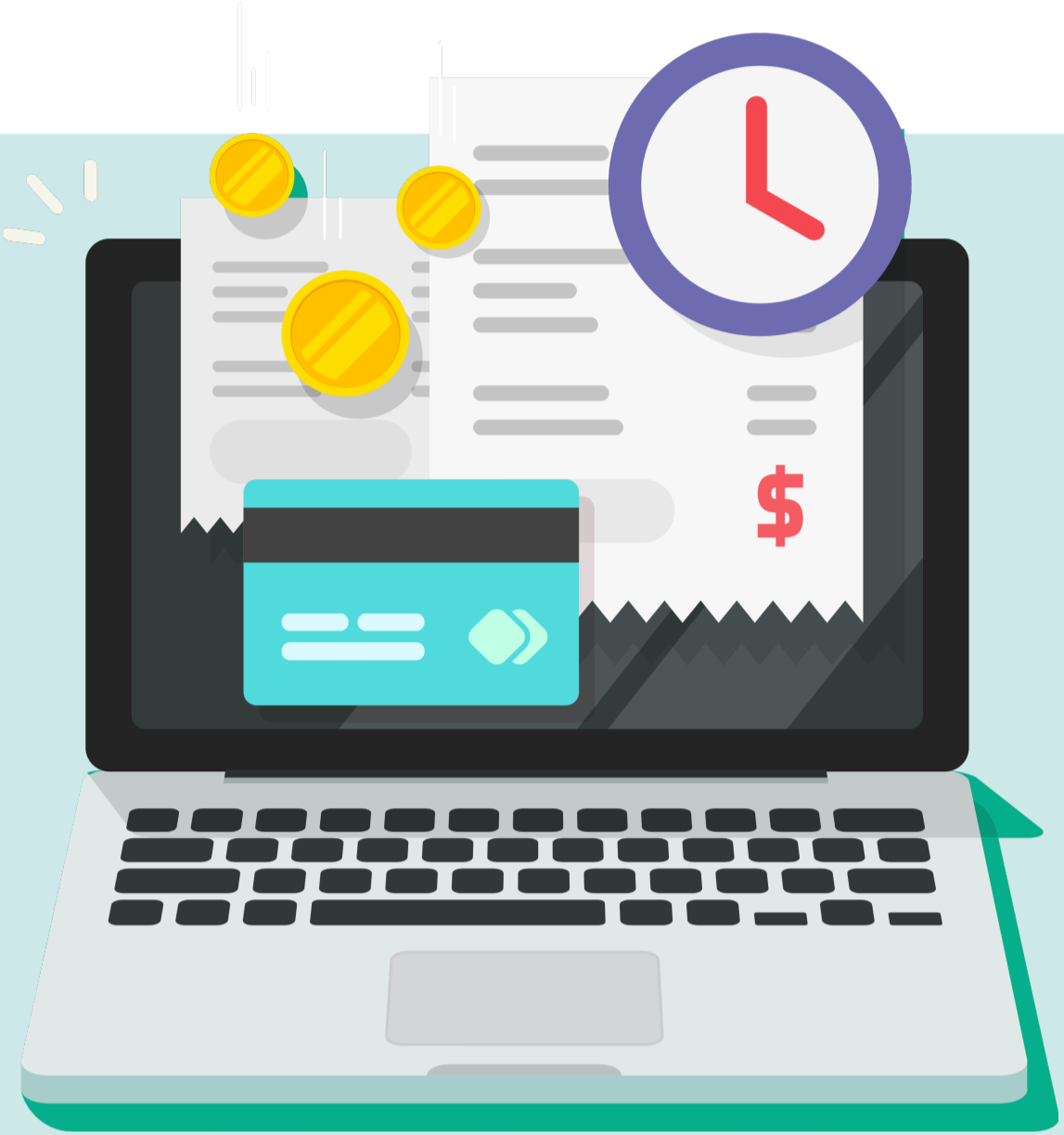


How to stay on top of your cash flow

Cash flow is the movement of money in and out of your business. It's a must-have, and when you crack it, you're in prime position to grow, plan and meet your potential. There are many ways to master it. So we thought we'd share a handful to help you as business gets back under way.



1 GET YOUR INVOICE SYSTEM SORTED

Invoices are something that most SMBs have to deal with. A lot of the time it's a waiting game - sometimes weeks or even months until you're finally paid. By automating your invoice system you can start receiving payments quicker and speed up your general turnaround time.

2 STAY ON TOP OF YOUR BOOKS

Your accounting information should be regularly updated. This is the data that keeps your business in shape and it provides you, and others, with a useful insight into your financial health. When your books are in order, they act as the bedrock for good future forecasting.



3 REFINE YOUR ACCOUNTS RECEIVABLE PROCESS

Speed is everything for small businesses. So when it comes to what you're owed, the rule is simple: the more efficient your accounts receivable system is, the quicker you can get cash off your balance sheet and into your account.

4 GET A CASHFLOW STATEMENT

While forecasting is great for future planning, businesses also need a clear picture of the here and now. Cash flow statements are a key document in the business accounting model. They display your past and current financial position, and are usually the first things investors look at.



In Summary

Whatever 'business as normal' looks like, cash flow will always play a leading role. That's why Dext equips SMBs, accountants and bookkeepers with powerful tools to help make it plain and simple. With effortless data extraction from receipts, bills, invoices and bank statements, to easy expense submissions, the ins and outs of your business are always there, right in front of you.