

Login

Logging in

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First time login

Huge Software has multiple servers around the world

South Africa Video login 2023/12 - [SA_FirstTime_Login.mp4](#)

New Zealand login 2023/12 - [NZ_FirstTime_Login.mp4](#)

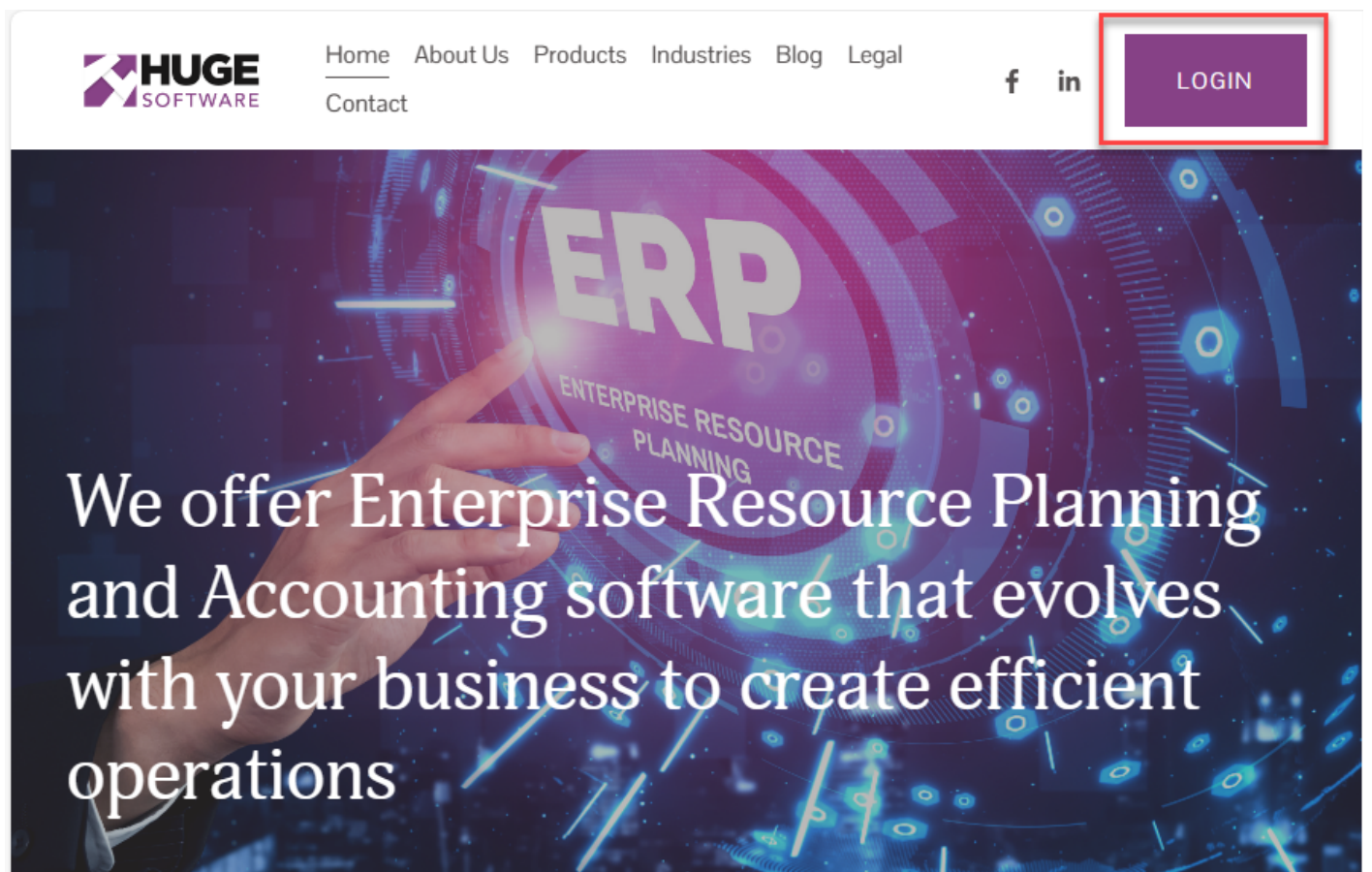
The two main countries are:

1.	South Africa
2.	New Zealand

Below are the links to the websites for each country

South Africa

<https://hugesoftware.co.za>



New Zealand

<https://erpsolutions.co.nz>



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[LOGIN](#)

We offer Enterprise Resource Planning and Accounting software that evolves with your business to create efficient operations.

Old Video training manual 2016 - [Click Here](#)

Log in

This document gives you a quick step by step guide on how to get going.

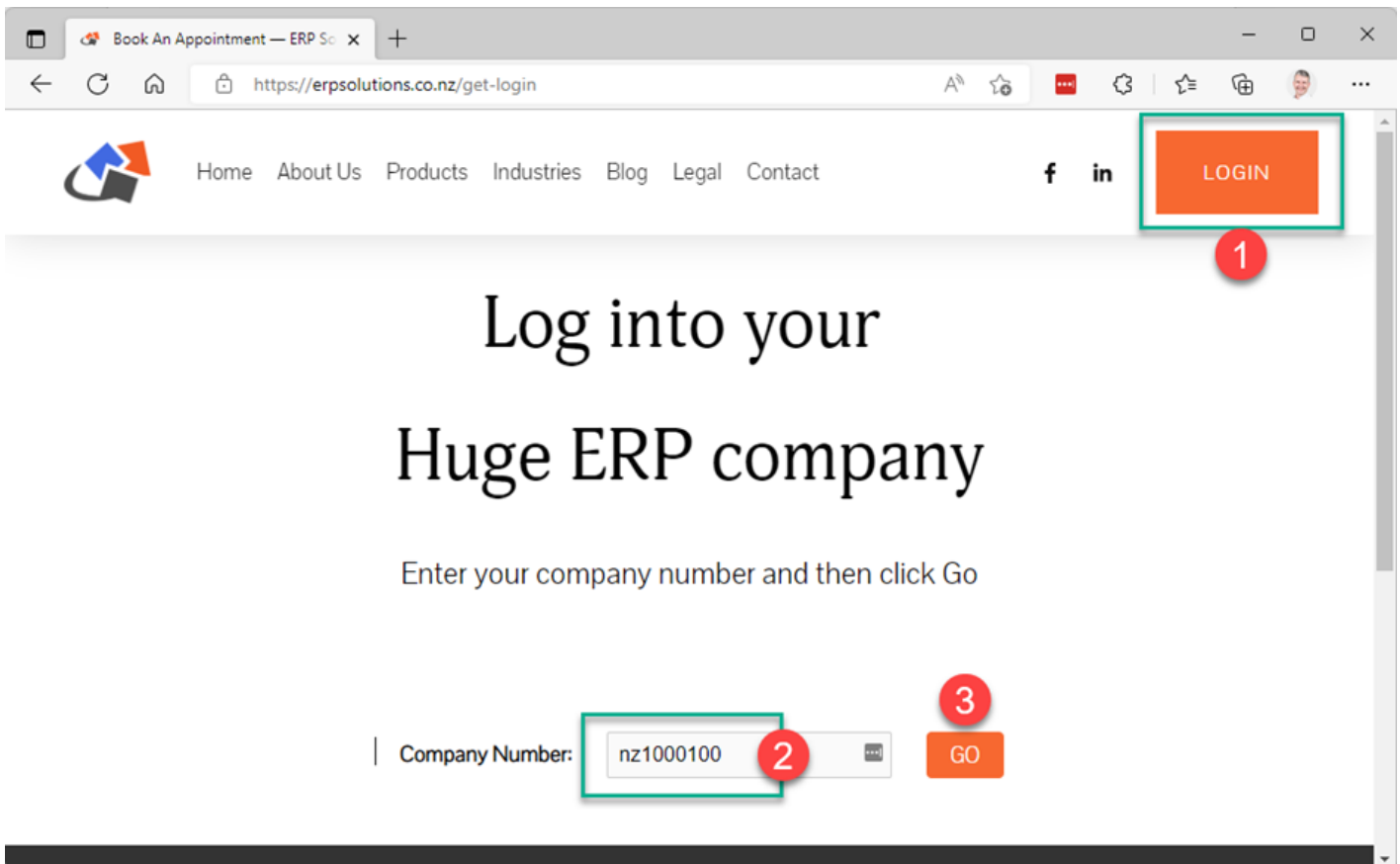
Watch login video 2023/12 - [Click here](#)

Getting Started

Go to hugesoftware.co.za or www.erpsolutions.co.nz .

Please enter your company number into the “Login” and then click on Login button.

This company number was provided to you in the welcome letter.



The screenshot shows a web browser window with the URL <https://erpsolutions.co.nz/get-login>. The page has a navigation bar with links: Home, About Us, Products, Industries, Blog, Legal, Contact. There are social media icons for Facebook and LinkedIn, and a red 'LOGIN' button highlighted with a green box and a red circle with the number '1'. The main heading is 'Log into your Huge ERP company'. Below it, the text says 'Enter your company number and then click Go'. At the bottom, there is a 'Company Number:' label, a text input field containing 'nz1000100' (highlighted with a green box and a red circle with the number '2'), and a red 'GO' button (highlighted with a red circle with the number '3').

After clicking “Go” a pop up screen appears, please enter your User Name and Password and then click on Sign In button or enter button on keyboard.

Please Note - User Name and Passwords are case sensitive.



HUGE ERP

Please sign into
Huge ERP DEMO

Sign in

NZ1000100

Clock In

Clock Out

Basic Navigation

After gaining access to your company account you will be presented with the Huge ERP and Asset Management landing page.

Each button on the landing page takes you to a specific module, Customers, Suppliers, Inventory and General Ledger are the main modules and the ones accessed to perform daily accounting requirements or Asset Management.



HUGE ERP

Huge ERP DEMO

NZ1000100

2023-12-23

Malcolm Granville

[Refresh](#)

[Back to login](#)

[Logout](#)



Favourites



General Ledger



Debtors



Creditors



Inventory



Job costing



CRM



Asset Tracker



Lab



System Config

The System Configuration Module is where you set up various defaults (eg company information).

The Asset Management module is where you will track all of your assets.

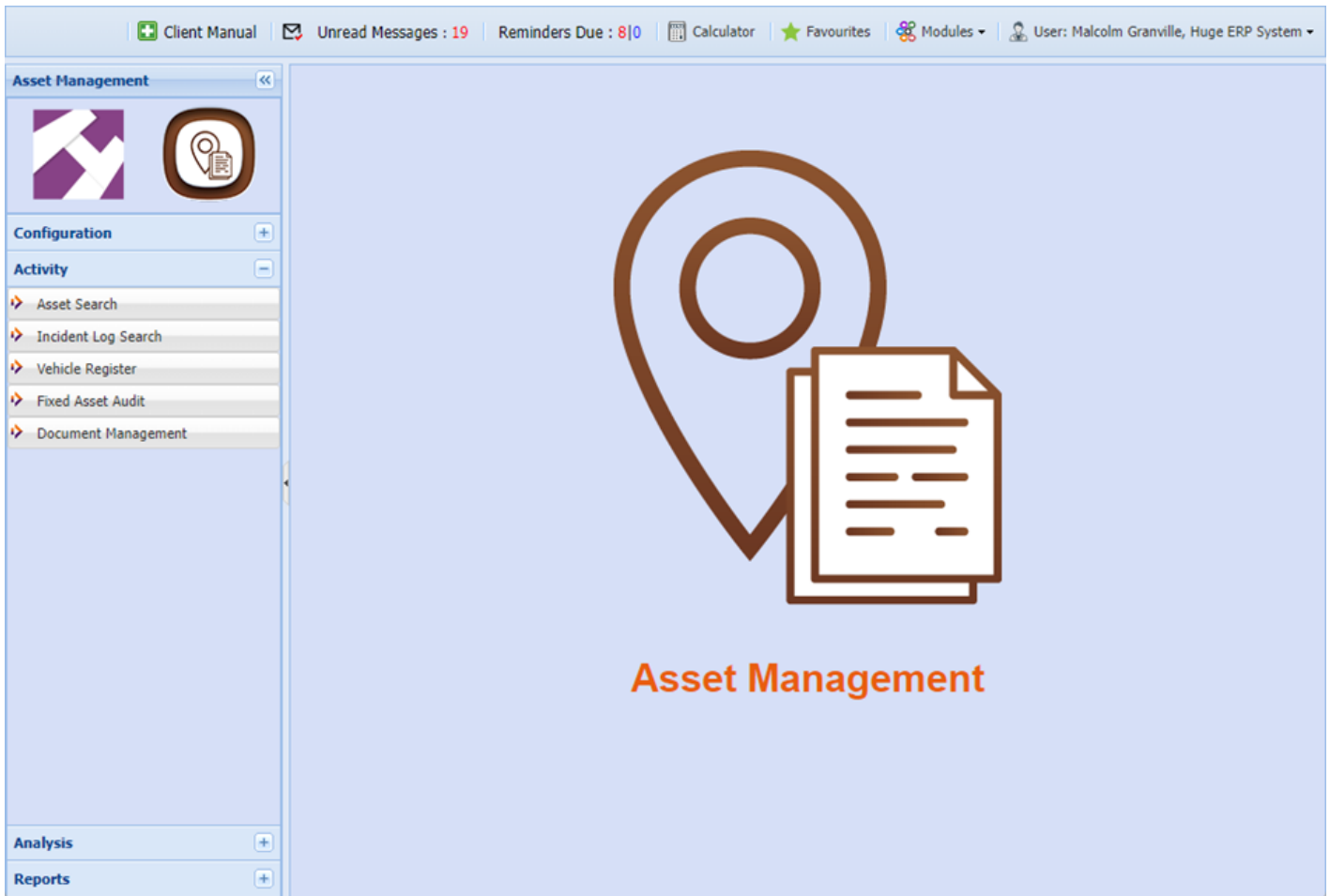
The Job Costing Module is a highly specialized Job Tracking and Costing System which can be purchased as an Add on Module.

Speak to us if you're interested in tracking Jobs and Serial Numbers.

All the Modules are configured in the same way. i.e. The first thing you see when you click on a Module is a blank centre viewing pane with a panel of drop-down group menus on the left.

Clicking on the Asset Management Module

Menu Groups	Description
Configuration	Set something up
Activity	Do something eg make an Invoice Quote etc
Analysis	Analyse what you've done
Reports	Print Specific Reports, Menu located on the left of the main viewing pane



Clicking on the Menu Group (button left) called Activity, then click on Asset Search and click on the search button.

Clicking on a Menu Title expands it to reveal the functions available through that menu. Once a menu item has been selected the main viewing pane populates with a layout that is standard all through Huge ERP and Asset Management barre a few exceptions.

i.e The top of the viewing pane will contain the Search and Filtering section. The main body will contain the data contained in that database and the bottom section will contain the ability to Add, Edit, Delete, Print and other functionality.

In some of the windows you will notice that the Add, Edit and Delete buttons are mid way.

Section A	Functions to Add, Edit or Delete in the various windows, including Print and other functions
Section B	Search filter functions – Once you have entered your criteria, click on the Search button
Section C	Result data back on the grid from the search criteria

Client Manual Unread Messages : 19 Reminders Due : 8/0 Calculator Favourites Modules User: Malcolm Granville, Huge ERP System

Asset Management

Asset Search

Search Add Edit Clone Action Imports Print / Export

Basic Search Custom Search Expand

Total Assets 25 Checked Out 6 Asset Utilization 24 % Fixed Assets 6 Vehicles 2

Asset No.: Asset Name: Customer: Employee: Location: All Condition: All Status: All Stock Item:

Asset Activity Data

Page 1 of 1 Remove Paging: Displaying 1 - 25 of 25

#	Att	Memo	Status	A-Status	Asset No.	Asset Name	Asset Category	Reference	Asset Location
1					12345001	Crate Fold Green	General	Crate Fold Green	Auckland
2					12345002	Crate Fold Green	General	Crate Fold Green	Auckland
3					123456789	MG phone	General	Cell phone	Auckland
4					160474	HP Laptop TS500	General	HP Laptop 6 gig hd	Auckland
5					BA-EML	Building Emergency Lights	General	Emergency Lights	
6					BA-FA	Building A fire Alarm	General	Fire Alarm	Christchurch
7					BRICK056	The Crossing	General	Heritage Red bricks	Christchurch
8					Building A	Building A location	General	Building A location	
9					CHA005	Chair	Fixed Asset		
10					CITA202011300...	CIT - Access	General	CIT - Access License issued	
11					DER123GP	Owned Assets - Motor Ve...	Fixed Asset	Fixed Asset car	Christchurch
12					ENZ-1001	Enzell Toilet	General		Christchurch

Analysis Reports

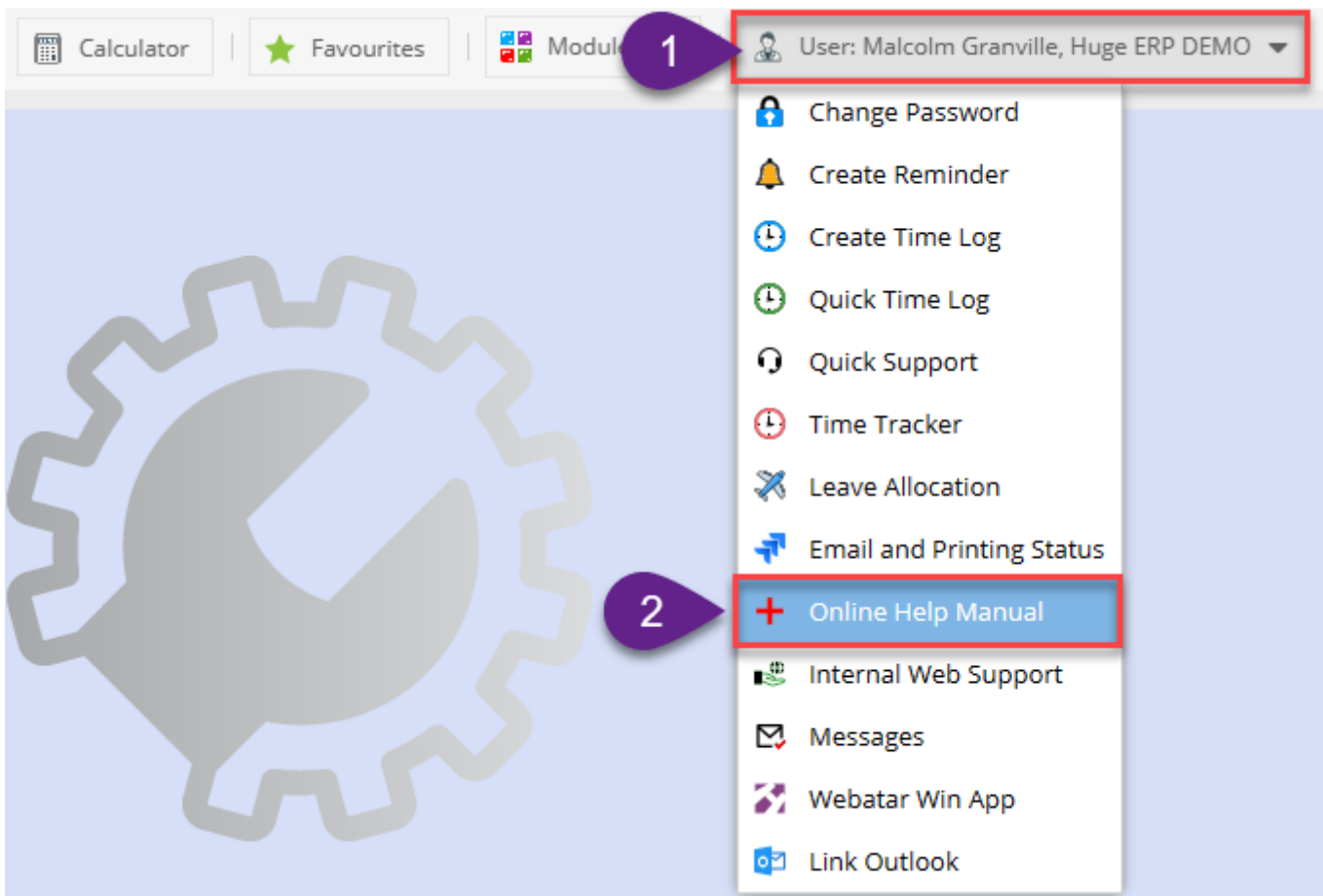
Invitation

Now that you have some idea of how Huge ERP and Asset Management operates, we invite you to see how much of your internal company workflow you can control and monitor using Huge ERP System.

We have a range of help video's available and manuals through our help button within the system.

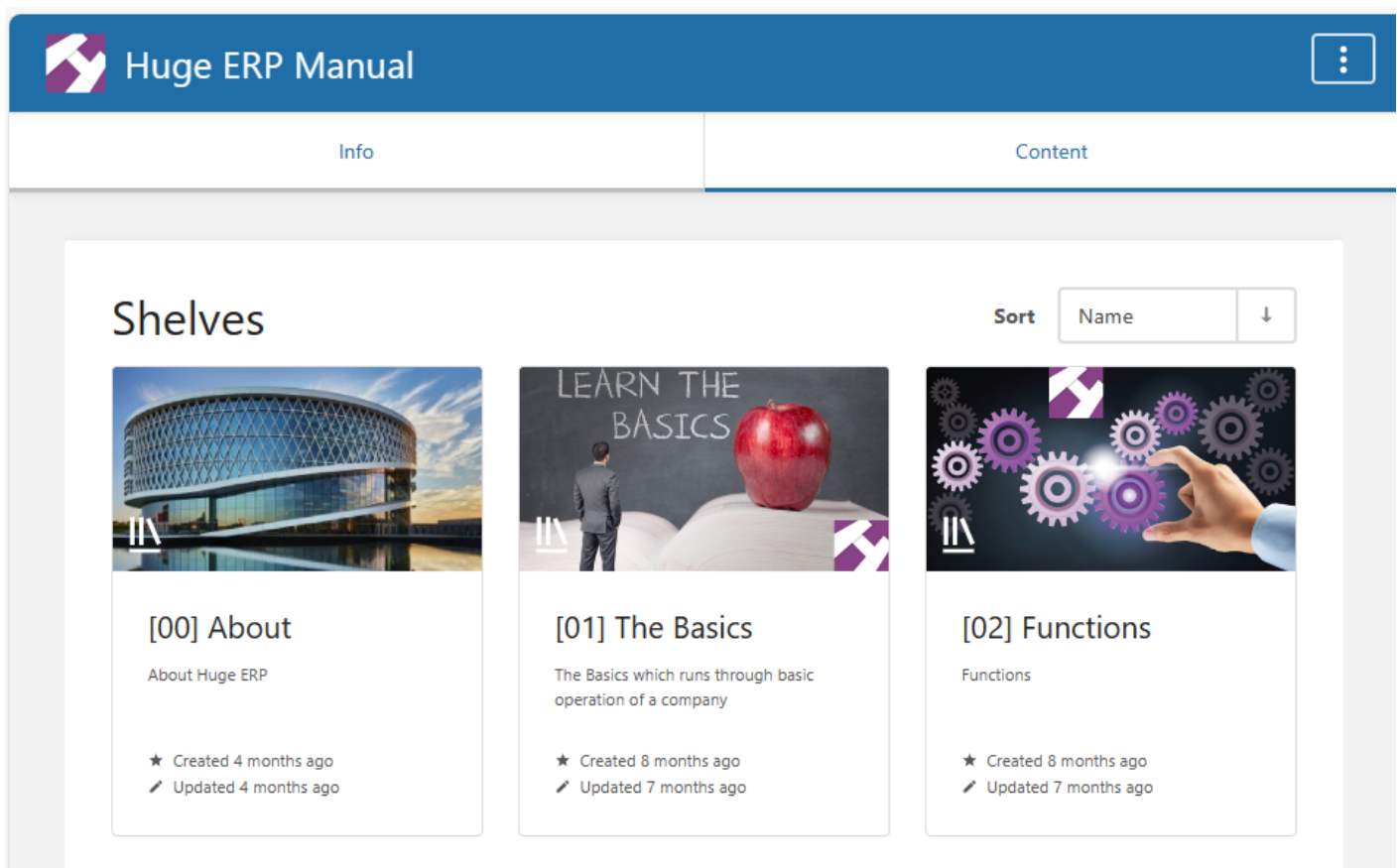
After logging into the system and going into any one of the modules. Click on your user on the top right-hand corner of the window to view the drop down. Click on Online Help Manual

You are also welcome to give us support a call to discuss a specific aspect of your accountancy, inventory management, asset management and work management requirements.



This will direct you to our online help menu.

It is a good idea to start off with the Getting started introduction training videos.

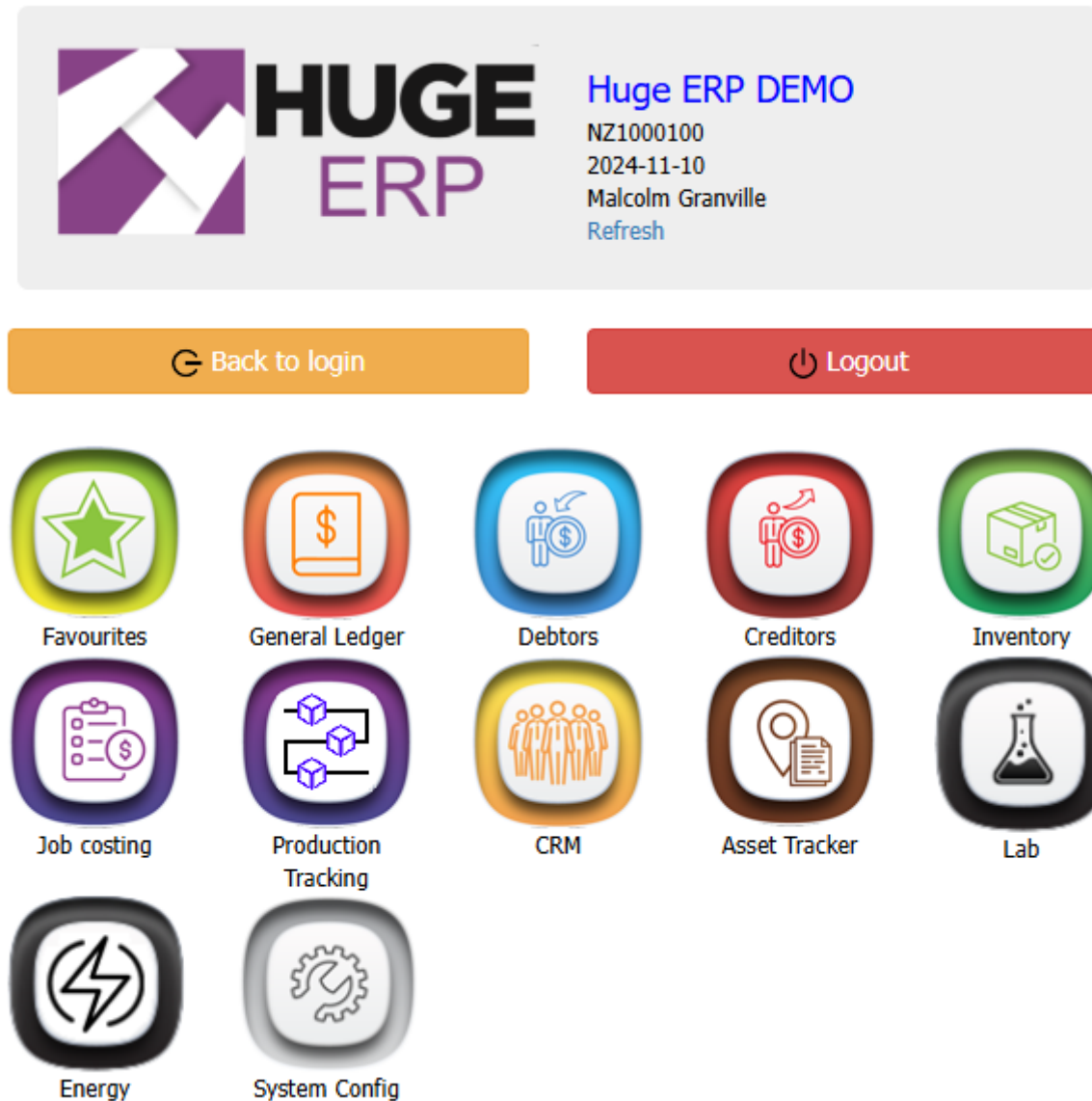


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Landing page defined

Modules and mini icons

The landing screen may differ to what your Module landing page looks like.



Main Modules

Modules are only visible if you have access to them, otherwise they will not display.

Module access in **System Configuration > General > User Setup**

Edit Employee Info

Employee Management

Attachments
Restrict Access
Set Password
Incident
Functions
Close

Details 1
Details 2
Module Access
Address
Account Details
Email
Custom Fi

System Configuration Module:	Full Access System Config	Reports And Security Role:	Administrator
General Ledger Module:	Full Access General Ledger	Favourite Role:	Basic Shortcut Role
Debtors Module:	Full Access Debtors Modul	Form Security:	Full Security Role
Creditors Module:	Full Access Creditors Modu	CRM:	Webatar Full Access
Inventory Module:	Full Access Inventory Modi	Asset:	Asset Management Base S
Job costing Module:	Full Access Job Costing	Lab Module:	No Access
Energy Module:	Energy Role Permission Fu	Production Module:	PT Full security Role

Allow Multiple Module Windows:	☒	Job Supervisor:	☒	Mobile Access:	☒
Show Column Selector:	☒	Financial Supervisor:	☒	Mobile Role:	Mobile All
View Security Button:	☒	Change Control Supervisor:	☒	Add Edit Delete	
Allow Statement Export:	☐	Password Supervisor:	☒	Exclude CRM:	☐
Storeman:	☒	Purchase Supervisor:	☒	Preferred Users:	Preferred Users
Change Control Manager:	☒	Messages Supervisor:	☒	Warehouse Access:	Warehouses
Creditors Bank Acct. Change:	☐	Sales Margin Supervisor:	☐	Default Warehouse:	MAST - Master Warehouse
Sales Order Status:	Preparation And Authorized	Hide Slider Menu:	☐	Default Storeman:	Malcolm Granville
Default Favourites Report:	☒	Internal User Popup:	☐	Process by Internal User:	☐
Module Dashboard:	☐				

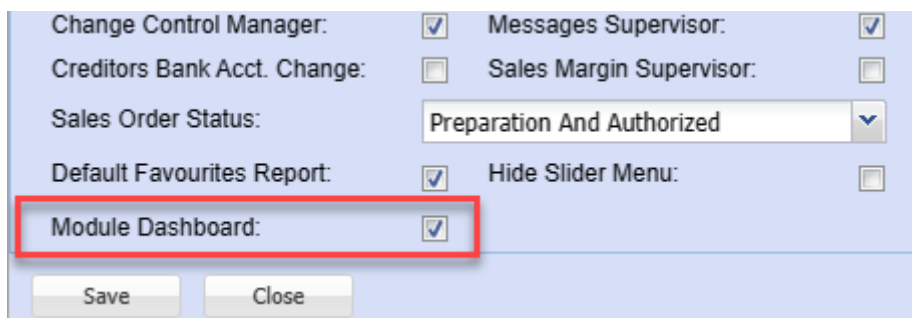
Save
Close

Mini Icons

This is setup at the user setup to allow for Dashboard view



One of the reasons for the new mini-icons is to give the user a small dashboard. You will be able to click on the icon to go directly to that section. Icons will be grayed out if you don't have access to the module license.

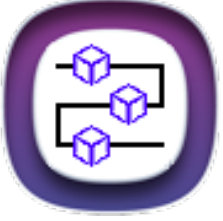


Definition of the mini modules

Messages	this will show the number of messages you have outstanding
Reminders	this will show the number of reminders outstanding link to the user
Support logs	this will show the number of support logs linked to you (under the assigned to)
Time logs	this will show the current number of hours for the current month accumulative
Sales Leads	this will show the number of sales leads you have outstanding
Jobs	this will show the number of jobs assigned to you either as a job manager or job capture (if the job manager in job capture or the same only one count is done)

Module colours defined

Each module is defined by a colour so it is easy to identify which module you are accessing.

System Configuration Module SCM - S (Grey)  System Config	General Ledger GL - G (Orange)  General Ledger	Debtors / Customer /Receivable Module DM - D (Blue)  Debtors
Creditors / Suppliers / Payables Module CM - C (Red)  Creditors	Inventory / Stock / Service Module IM - I (Green)  Inventory	Job Costing Module JCM - J (Purple)  Job costing
Asset Management AM - A (Brown) Asset Management  Asset Management	CRM (Customer Relationship Management) Module W - W (Gold) Webatar  CRM	Lab (Laboratory) Module LAB - L (Black)  Lab
Energy Module ENGY - E (Black)  Energy Module	Production Tracking PT - PT (Purple)  Production Tracking Module	

