



***portfolio** Property Software from MCA is a powerful set of integrated Knowledge Management tools for the Professional Property Enterprise.*

- A single, easily updated source of owner, property, lease and tenant information.
- An automatically produced manager's diary ensures that rent reviews and expiries, compliance schedule inspections, insurance premiums, and other property events are not missed.
- Better service to tenants and management through faster and more accurate data processing and more flexible reporting.
- Reduced peak loading on property staff through improved scheduling and streamlining of tasks, saving time and money.
- Widely used throughout New Zealand by property management companies, owners, councils, and companies that either own or lease property
- **portfolio** has been developed to incorporate international best practice adapted to local conditions.
- **portfolio** Modules include
  - ◆ On Line Banking
  - ◆ GIS interface
  - ◆ Help Desk
  - ◆ External Accounting Interface
  - ◆ Internal Rents calculation
  - ◆ Insurance valuation calculation
  - ◆ Board Reporting
  - ◆ Body Corporate
  - ◆ Mall Management with turnover rent

**portfolio** is a set of software modules that forms the "digital nervous system" for an organization that owns, leases or manages property.

**portfolio** is designed to meet the administrative, operational and accounting requirements of property managers.

**portfolio** is suitable for management of any mix of leased, owned, or body corporate, residential, commercial, parking, retail including shopping malls with turnover rentals and industrial properties.

Information entered by **portfolio** front line leasing, maintenance and accounting staff is consolidated and presented to management for use in monitoring asset performance and organizational performance, and to support strategic decision making.

**portfolio** increases the efficiency of your organization, leading to more productive staff, happier tenants, and higher profits.

**portfolio** is designed for ease of use and integrates with Microsoft Office suite of applications including Mail Merge, Document Templates and linking to Outlook for contacts, diary and task reminders.

**portfolio** incorporates a property management database and diary, with a full Property Accounting System. The database and diary may be run without the accounting module.

The **portfolio** diary tracks all periodic events such as rent reviews, property inspections and insurance premiums. The diary is automatically updated with information from the database. Manual entries may also be added to the diary.

**portfolio** was developed in New Zealand for the New Zealand conditions by MCA Software, a company specializing in Property Management Software. MCA has the staff and knowledge built up over 15 years of working with industry leaders.

Expert help is available to assist users to get the most benefit from their investment in **portfolio**.

## About MCA Software Limited

MCA Software Limited was established in February 1991 as Mark Cawston and Associates Ltd. to provide software and related services to the property management profession. The company was formed from the Property Management Division of Trumic Cawston and Associates Ltd., an international software house based in Christchurch, New Zealand.

MCA specialises in property management software, and has developed a wide knowledge of the international property management industry. This in-depth knowledge of the specialised requirements of property management professionals has led to wide acceptance of MCA products and services.

## Portfolio Background

In 1988 MFL Mutual Fund, a property-based superannuation fund with a portfolio value of some \$NZ600 million, commissioned Trumic Cawston and Associates Ltd. to develop a new corporate accounting system. Part of the system was to be a property management system, as there was no suitable package software available at that time.

Following the successful implementation of this software, Trumic Cawston and Associates Ltd. began developing the software into a package for wider use. In late 1989 this package was sold to a number of prominent property management organisations, and a further period of intensive development and refinement began.

The considerable quantity of professional experience contributed by each user has been channelled back into the software, resulting in a very powerful yet "user-friendly" software package, able to be used by a wide range of property managers and accountants. Development of the software continues to be led by users, ensuring that changes within the industry and regional differences are catered for.

## Contact Us

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## Easy to Use

