



# Sage Master Builder

## Sample Reports

A tour of Sage Master Builder reports that help you gain visibility into your business





## See clearly. Respond confidently. Understand completely.

To run your business effectively and manage projects profitably, you need fast access to key metrics and indicators before, during, and after a job. Sage Master Builder puts financial and operations information at your fingertips with over 1,200 prebuilt reports plus the ability to create your own custom reports. Getting the financial big picture is no longer a big hassle. And no project detail escapes you because you can drill down to the transaction level with ease. With Sage Master Builder, you're informed and in charge.

The reports in this book provide a glimpse of the insight Sage Master Builder provides. To learn best practices for report creation and analysis, visit [www.SageU.com/MasterBuilder](http://www.SageU.com/MasterBuilder) and review training options. For a complete reporting demonstration, contact your authorized Sage business partner or call 800-628-6583.

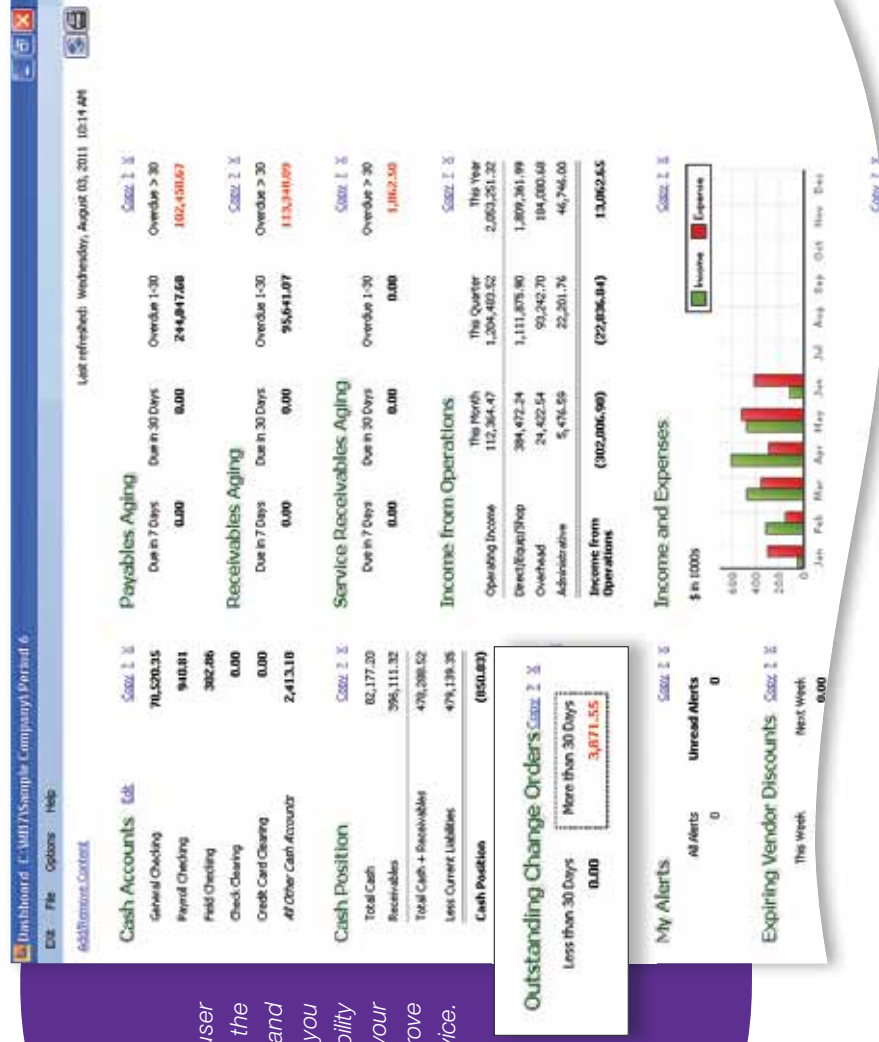
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# Customizable User Dashboard

With Sage Master Builder, a high-definition view of your business is a mere click away. A customizable User Dashboard displays key reports and indicators that help you make better decisions, address challenges, and seize opportunities. Take a high-level look across your business. Or drill down in to the detail. Sage Master Builder keeps you in the know.

*Your customizable user dashboard displays the real-time operations and financial information you need to improve visibility into all corners of your business and improve performance and service.*



## Features

- Instant access to the reports and charts that matter to you most.
- Drill down to the underlying detail.
- Receive automated daily Custom Alerts when predefined events occur.
- Each user has the ability to personalize their Dashboard.

## Benefits

- Access your key business and project information in once place.
- Make more informed business decisions.
- Gain a better picture of your company's financial health.
- Identify potential problems and make corrections quickly.



Dashboard - Outstanding Change Orders - More than 30 Days  
 10/06/11

## Managed Rite Construction

Dashboard - Outstanding Change Orders  
 More than 30 Days  
 Date < 09/06/2011, Status 2 to 4, Requested Amount <>  
 0 , ...

Record#	Order#	Date	Description	Status	Requested
207	Wood Elementary School	05/29/2011	Office Windows	Open	2,733.05
<b>Job Totals:</b>					<b>2,733.05</b>

From your dashboard, you can easily click an area of interest, such as Outstanding Change Orders, and pull up the report. Once you get the report, you can then also drill down to individual records right from the same screen for greater clarity on where the numbers come from.

207 - Wood Elementary School

Phase Description: Office Windows  
 Date: 05/29/2011  
 Submitted: 05/29/2011  
 Approved: Invoiced  
 Delay Requested: 2  
 Delay Approved: 2

Change# 1  
 Reason: Security Window Upgrade  
 Client PO#  
 User Def1  
 User Def2

Status: 2 - Open  
 CO Type: 0 - None  
 Submit to: Farrell Faber & Assoc., Ir  
 Submit by: 4 - Jones Dave  
 Upgrade  
 Hot List  
 Lock Edit

Row	Description	Estimated	O/H Rate	Profit Rate	Requested
1	Material	28.26	15.00	10.00	35.75
2	Material	2.46	15.00	10.00	3.11

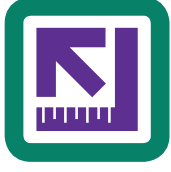
Prime Change Details: Budget and Sub Change Details

Estimate	2,160.51	Estimate O/H	324.08	Req. Profit	248.46	Requested	2,733.05
Budget	2,160.51	Overhead	324.08	Appr. Profit	248.46	Approved	2,733.05
Entered	06/21/2011	User	Dave	Appr. Period		Gross Margin	20.95

Invoice Create PO Routing

Enter a description of the change work

# Dashboard—Change Order View



*Tracking change orders helps avoid job cost surprises. Don't leave money on the table.*

### Dashboard - Outstanding Change Orders

08/03/11

Managed Rite Construction

Dashboard - Outstanding Change Orders  
 Move then 30 Days  
 Date < 07/04/2011, Status 2 to 4, Requested Amount <> 0 ...

Record#	Order#	Date	Description	Status	Requested
207	Wood Elementary School	05/29/2011	Office Windows	Open	2,733.05
Job Totals:					2,733.05
215	Jimenez Barrio #8	06/27/2011	Floor Tile Upgrade	Open	1,138.50
Job Totals:					1,138.50
Grand Totals:					3,871.55

## Features

- Single-screen monitoring and modification of prime contracts, or any number of subcontracts and budget items.

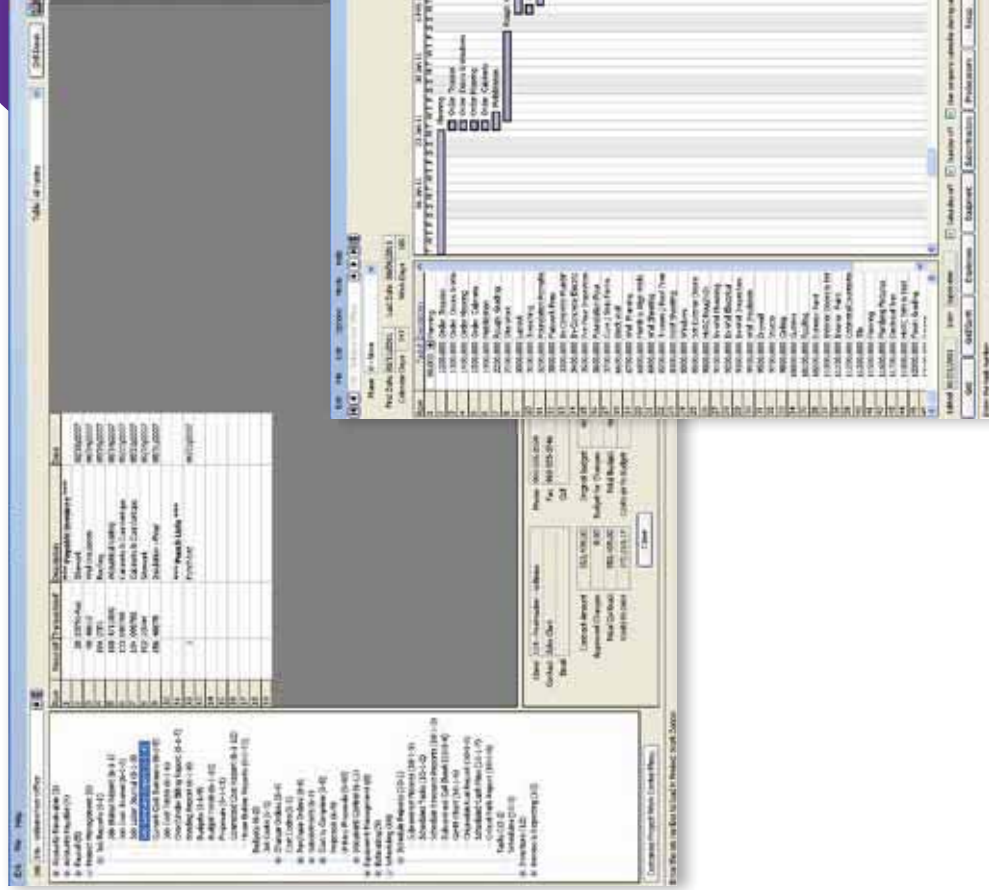
## Benefits

- Avoid starting work without written approval. Monitor all open and pending change orders.

# Project Work Center



*The Project Work Center provides centralized access to the information you need to keep production and project teams on track, improving production performance and customer satisfaction.*



## Features

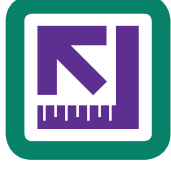
- All-in-one command center for key project details.
- Arrange menu items to view only what you want.
- Hot lists enable you to easily see and act on all outstanding project management and accounting tasks.
- Job costs show high-level job information, such as approved changes and costs to date.
- Charting capabilities enable you to examine production schedule by task grid, Gantt chart or critical path.

## Benefits

- Quickly view and access important job elements that require your attention, such as project management and accounting tasks, from a single screen.
- Manage every essential task for a job.

# Report Writing Wizard

Dive deeper into the details that matter to you most with our sophisticated custom report writing tool. Sage Master Builder makes it easier to create, modify, and edit your reports so you're able to glean more intelligence from your data.

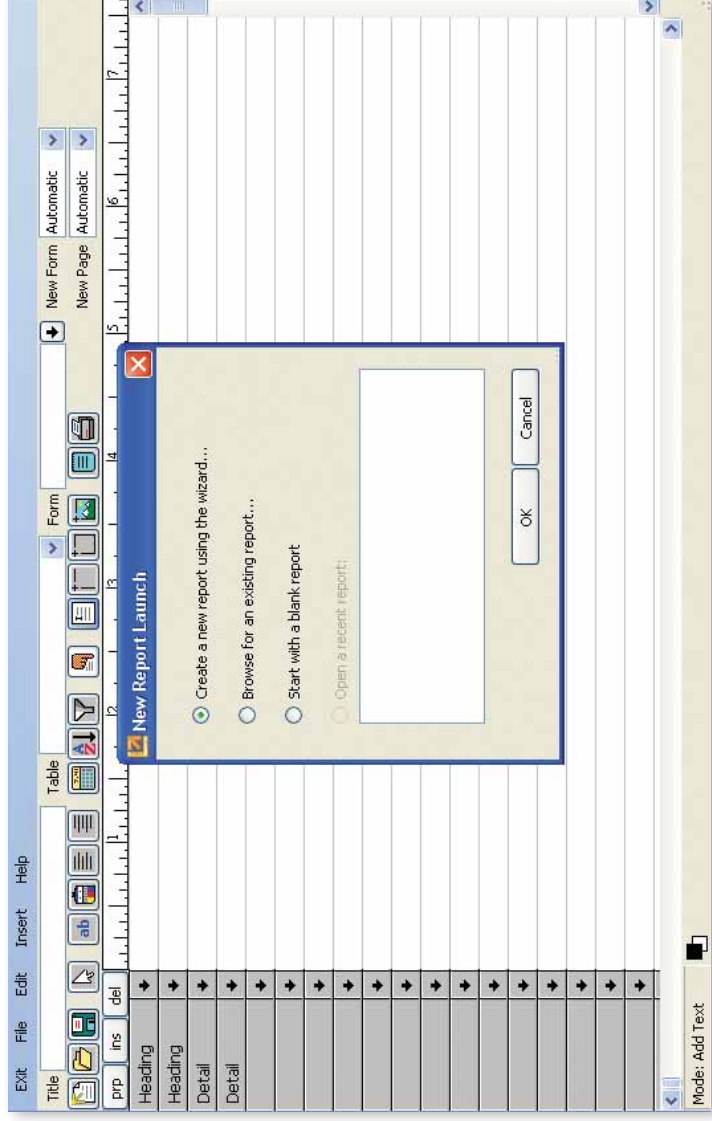


## Features

- Step-by-step guidance for creating custom reports.
- Customize columns, names, charts, and more.

## Benefits

- Take reporting to the next level.
- Easily create, modify, and edit your reports.
- Look at your business and projects, your way.



# Job Cost and Job Cost Drill Down



**Job Cost Totals**  
09/03/11

	Labor	Materials	Equipment	Subcontract	Other	Total
1 Historical Job Costs	22,266.60	17,912.56		148,781.20	203.13	203.13
166 Wages Prod Office	31,394.67	26,513.39	626.00	7,702.20	189,429.02	322,265.27
201 Wood Elementary School	1,488.85	2,119.00	2,119.00	50,737.24	306,258.59	538,544.33
216 Lark Sheds	1,187.31	87.00			211,119.81	114,565.46
221 Box Pans for Pits 68					179.28	8,276.28
222 Big Rickwood Tree-House					4,548.00	4,566.86
TOTAL	28,839.83	48,731.95	5,875.00	209,257.44	511,743.88	1,097,196.44

**Job Cost Drill Down**

Job Cost	Description	Amount
1	Historical Job Costs	22,266.60
166	Wages Prod Office	31,394.67
201	Wood Elementary School	1,488.85
216	Lark Sheds	1,187.31
221	Box Pans for Pits 68	4,548.00
222	Big Rickwood Tree-House	4,566.86

**Job Cost Drill Down Detail**

Job Cost	Description	Amount
166	Wages Prod Office	31,394.67
201	Wood Elementary School	1,488.85
216	Lark Sheds	1,187.31
221	Box Pans for Pits 68	4,548.00
222	Big Rickwood Tree-House	4,566.86

**Job Cost Drill Down Detail (Continued)**

Job Cost	Description	Amount
201	Wood Elementary School	1,488.85
216	Lark Sheds	1,187.31
221	Box Pans for Pits 68	4,548.00
222	Big Rickwood Tree-House	4,566.86

## Features

- Run reports by job, job status, phase, date range, cost code, project manager, customer, and more.
- Click on one piece of information in order to drill down into related detail.
- See up-to-the minute estimated vs. actual cost reports.

## Benefits

- Analyze job progress with up-to-the-minute information.
- Identify where you're making money and losing money.
- Make course corrections based on quality data.
- Eliminate guesswork and misinformation.

*Understand where you really stand with your job costs, and drill down from the report to see record detail.*

# Progress Billing Report



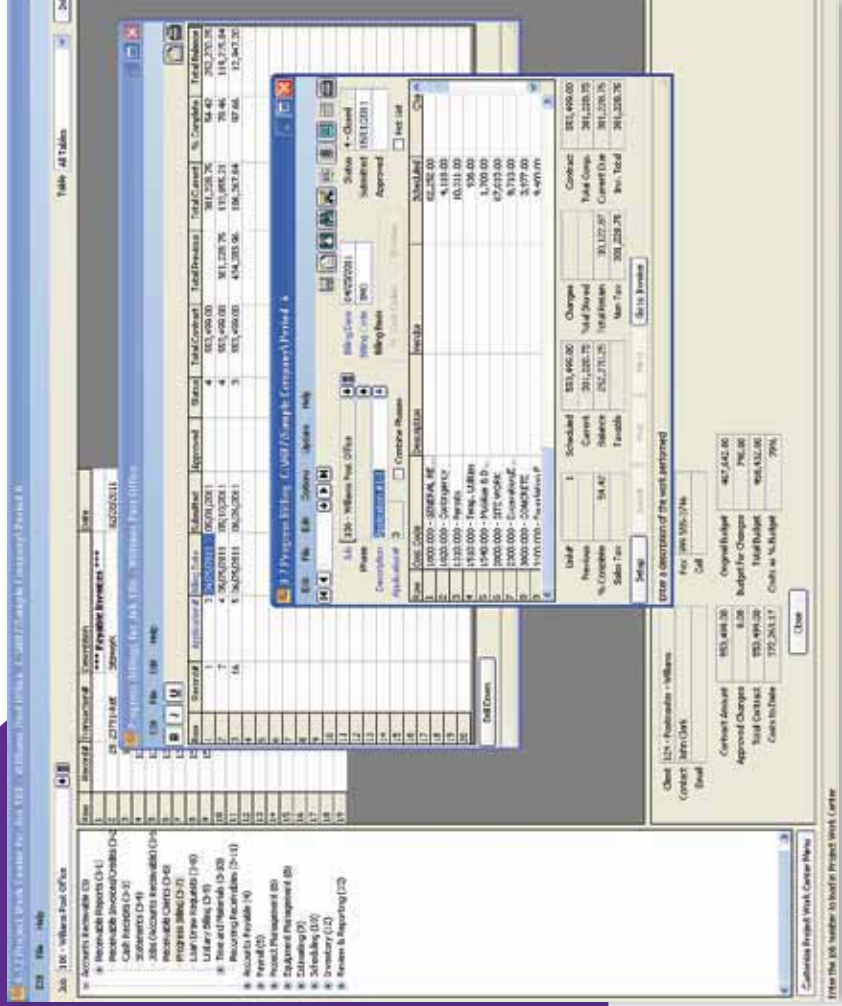
Real-time reports, like progress billing, improve your ability to manage jobs, costs, and revenue. Reports you can trust lead to improved ability to manage production and operations with meaningful impact.

## Features

- Shows how far along a project and its phases are, along with revenue earned for each.
- Prints on the AIA G702 and G703 forms as well as a number of other progress billing formats.
- Displays only the necessary information to share with the customer.

## Benefits

- Help managers determine the amount of work completed in a project and the value of that completed work.
- Use this report combined with a retention invoice to provide organized and clear billing to the customer.



# Bond Report



Off-the-shelf accounting systems can help with basic bookkeeping tasks but they typically fail to provide contractors with the reporting needed to understand how each project affects the bottom line. To successfully manage your operations and respond confidently to complex challenges—such as obtaining bonding and certified payroll—you need an operations management system with construction-specific reporting features. Sage Master Builder delivers.

*Get bonded and stay bonded.  
Bonding requirements  
have grown increasingly  
rigorous. Sage Master Builder  
empowers you to handle this  
critical process with ease.  
You can quickly produce an  
up-to-the-minute, industry-  
standard Bond Report for your  
bonding or surety company.*

## Features

- Report shows:
  - Current contract
  - Current budget
  - Profit estimate
  - Cost to date
- Designed with input from CPAs and bonding surety companies.

## Benefits

- Demonstrate your financial credibility.
- Meet your bonding company's or surety's reporting requirements.
- Get bonded and stay bonded.
- Ensure job costs and expected income are accurate in real-time or up to the minute.

**Bonding Report**  
08/05/2005

**Managed Rite Construction**  
Bonding Report

Job#	Current Contract	Current Budget	Estimate Profit	Cost to Date	% Budget	Profit to Date	Estead to Date	Billed to Date	Under Billing	Cost to Complete	Remain Contract
1 - Historical Job Costs *	293.19		-293.19	293.19	100.00	-293.19					
166 - Post Office	553,499.00	468,432.00	85,067.00	372,283.17	79.47	67,602.74	439,865.65	540,890.30	-100,824.64	86,168.83	12,898.70
201 - Motel Remodel	1,270,916.00	1,944,227.80	26,688.20	535,645.13	27.55	7,352.80	542,987.38	735,639.12	-212,651.76	1,406,562.67	1,215,276.88
207 - Elementary School	2,784,181.38	2,421,012.00	415,169.38	551,876.51	23.18	98,238.26	648,154.84	750,095.57	-101,940.73	1,829,135.49	2,048,085.81
215 - Remodel	300.00	379,835.62	-379,155.62	144,033.50	36.09	-144,420.38	144.74		144.74	234,892.12	380.00
216 - Pete Harbor Residence											
220 - Office Building	42,455.84		-42,455.84	5,735.34	13.51	-5,735.78		4,506.89	-4,506.89	36,720.50	-4,506.89
<b>5,320,976.38</b>	<b>5,215,996.45</b>	<b>105,979.93</b>	<b>1,610,366.84</b>	<b>20,742.25</b>	<b>1,631,152.60</b>	<b>2,050,937.88</b>	<b>-419,779.28</b>	<b>3,605,989.61</b>	<b>3,270,044.50</b>		

\* Total Costs exceed budget. Costs are used for report.

Report 5-1-6-21  
Supervisor

Page 1 of 1  
08/05/2005  
12:10 PM



# Over/Under Billings Report

With Sage Master Builder, running an Over/Under Billing report for each project is simple. Utilize this report to stay on top of jobs. Provide it to bonding agents to demonstrate your company's financial health and operating performance.

## Features

- Report shows:
  - Project costs
  - Project budget
  - Job profit by percent
  - Amount earned
  - Amount billed
  - Amount over/under billed

## Benefits

- Proactively address over and under billings on a job.
- Always have an accurate measure of profitability close at hand.
- Forecast where projects are headed.
- Comply with rigorous surety reporting requirements.

		Over/Under Billings				02/18/11							
Job Supervisor	Job	Cumulative Total To Date				Estimated Total at Completion							
		Total Contract	Est. Cost At Completion	Estimated Gross Profit	Percent Complete	Billed	Costs	Income	Over Billed	Under Billed	Earned Revenue	Cost of Revenue	Gross Profit
<b>Current (Job Status = 4)</b>													
David Miller	186 - Williams Post Office	553,490.00	469,432.00	65,057.00	79.47	540,551.00	372,263.17	168,288.00	100,686.14	439,866.66	372,263.17	67,602.49	
Hugh Sanchez	201 - Treppen Motel	1,970,916.00	1,944,227.00	26,689.00	27.26	755,639.12	535,645.13	219,993.99	212,691.76	542,967.36	535,645.13	7,342.23	
John Davis	207 - Wood Elementary School	2,796,919.36	2,281,073.00	415,169.36	23.13	750,035.07	550,693.79	199,336.70	103,273.00	646,756.75	550,693.79	96,062.96	
William Wilson	215 - Alvarez Durbin #0	300.00	379,252.02	-379,152.02	36.00	144,553.50	-144,553.50		144.74	144.74	144,553.50	-144,409.76	
William Wilson	216 - Alvarez Durbin #10												
	220 - Lewis Shoes		42,455.04	-42,455.04	15.56	4,206.89	6,770.70	-2,493.89	4,206.89	6,770.70	6,770.70	-6,770.70	
	221 - Bika Path 1st Rls 66	200,774.00	159,479.25	51,294.75	2.87		4,550.00	-4,550.00		6,000.51	4,550.00	1,470.51	
Devo Jones	222 - Big Redwood Tree Hill	2,005,000.00	1,739,000.46	265,999.54	11.06		192,329.89	-192,329.89		221,753.00	192,329.89	29,413.12	
	223 - Main Street Post Office	553,737.74	472,409.21	81,228.53		-5,000.00		-5,000.00		5,000.00			
	224 - Walking Shoes Shop	55,300.00	44,069.79	11,230.21									
<b>Total Current:</b>		<b>6,144,785.00</b>	<b>7,439,493.07</b>	<b>614,291.95</b>		<b>2,446,676.38</b>	<b>1,894,816.25</b>	<b>238,712.93</b>	<b>628,916.61</b>	<b>232,916.25</b>	<b>1,857,676.62</b>	<b>1,894,816.25</b>	<b>59,711.77</b>
<b>Complete (Job Status = 5)</b>													
1 - Historical Job Costs													
<b>Total Complete:</b>													
<b>Grand Total:</b>		<b>6,144,785.00</b>	<b>7,439,493.07</b>	<b>614,291.95</b>		<b>2,446,676.38</b>	<b>1,894,816.25</b>	<b>238,712.93</b>	<b>628,916.61</b>	<b>232,916.25</b>	<b>1,857,676.62</b>	<b>1,894,816.25</b>	<b>59,711.77</b>

# WH-347 Report and HR Forms

Sage Master Builder makes it easy to print and file forms, such as WH-347, to ensure compliance with Federal reporting requirements.

**WHD**  
 (For Contractor's Optional Use: See Instructions at www.dhs.gov/easyscreening/whd347.html)  
 Form No. 1350-048 Rev. Dec. 2008

NAME AND RESIDUAL EMPLOYMENT STATUS #1-LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER #2-EMPLOYER'S IDENTIFICATION NUMBER	FOR THE PERIOD		PERIOD ENDING		TOTAL RECEIVED FOR PERIOD	TOTAL AMOUNT OF PAY RECEIVED	GRAND AMOUNT OF PAY RECEIVED	TOTAL MILITARY PAY	TOTAL OTHER DEDUCTIONS	TOTAL DEDUCTIONS	NET PAY
	FROM	TO	DATE	DATE							
Edward BIRCHENWELL	01/28/11	01/28/11	01/28/11	01/28/11	0.00	250.00	250.00	0.00	0.00	0.00	250.00
\$572					0.00	250.00	250.00	0.00	0.00	0.00	250.00



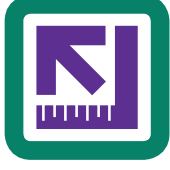
## Features

- Displays prevailing wages and fringes based on Department of Labor requirements.
- Available at the click of the button.
- Includes over 70 customizable HR forms.

## Benefits

- Simplifies compliance for contractors working on public buildings.
- Enables you to easily file the required weekly Federal form.
- Simplifies HR management for time and pay, hiring, discipline, evaluations, and more.

# Committed Cost Variance Report



Project details don't overwhelm you—they empower you. With just a few mouse clicks, Sage Master Builder assembles data into detailed reports, graphs, and screens. The information you need to run your business is close at hand, enabling you to spot trends, identify challenges, and completely understand the performance of your projects and financial health.

Managed Rite Construction		Committed Budget/Cost Variance					08/05/05	
Code #	Description	Budget	Committed Costs	Difference	Job Cost to Date	% Committed	Committed Remaining	Variance
<b>1 General Requirements</b>								
1000.000	GENERAL REQUIREMENTS	1,634.00		1,634.00	23,741.63			23,741.63
1020.000	Contingency	6,000.00		6,000.00				
1310.000	Permits	332,577.80		332,577.80				
1510.000	Temp. Utilities	3,169.00		3,169.00				
	<b>Sub Totals:</b>	<b>343,580.80</b>		<b>343,580.80</b>	<b>23,741.63</b>			<b>23,741.63</b>
<b>2 Site Work</b>								
2000.000	SITE WORK	168,970.00	166,970.90	1,999.10	88,500.00	52.38	80,470.00	
2300.000	Excavation/Export/Fill	5,749.00	5,741.25	7.75	5,741.25	100.00		
2900.000	Landscaping	17,004.00	11,004.00	6,000.00			11,004.00	
	<b>Sub Totals:</b>	<b>191,723.00</b>	<b>183,716.15</b>	<b>8,006.85</b>	<b>94,241.25</b>		<b>91,474.00</b>	
<b>3 Concrete</b>								
3000.000	CONCRETE				19,045.40			19,045.40
3100.000	Foundation Formwork	24,221.00		24,221.00	14,080.45			14,080.45
3200.000	Foundation Reinforcement	28,098.00		28,098.00	9,410.87			9,410.87
3300.000	Foundation Cast-in-Place	198,559.00	22,047.30	176,511.70	136,884.57	100.00		114,837.67
3340.000	Slab Prep	4,903.00	1,202.74	3,700.26			1,202.74	
3350.000	Slab Cast-in-Place	4,050.00	1,560.00	2,490.00			1,560.00	
	<b>Sub Totals:</b>	<b>259,431.00</b>	<b>24,810.04</b>	<b>234,620.96</b>	<b>179,821.69</b>		<b>2,762.74</b>	<b>157,474.39</b>

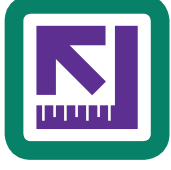
## Features

- Report shows:
  - Each job line item with projected cost.
  - Amount of dollars committed to line item to date.
  - The variance of the line item cost to budgeted amount.
  - Total costs and variance for the project.

## Benefits

- Quickly report on the cost status of projects.
- Document cost variances and the impact on projects.
- React to cost variances promptly when they appear.

# Additional Sample Reports



## Managed Rite Construction

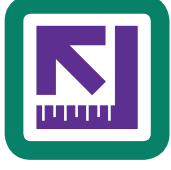
Job Profitability  
 Combined Contract and Service  
 Period 1 to 12, Job# 186 to 207

## Job Profitability

12/07/11

Job	Total Costs	Costs % of Billing	Contract Billing	Service Billing	Gross Profit	Profit % Billing
186 Williams Post Off	378,941.94	69.79	540,551.80	2,400.00	164,009.86	30.21
201 Trappen Motel	540,189.59	71.49	755,639.12		215,449.53	28.51
207 Wood Elementar	559,766.68	74.63	750,030.57		190,263.89	25.37
<b>Grand Totals:</b>	<b>1,478,898.21</b>		<b>2,046,221.49</b>	<b>2,400.00</b>	<b>569,723.28</b>	

# Additional Sample Reports



## Managed Rite Construction

Job Status Report

Land

Job# 228 Room Addition

Period# 12

## Job Status Report

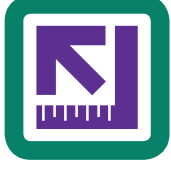
12/07/11

Record#	Item#	Description	Date	Amount				
		Original Contract		216,000.00				
Contract to Date: 216,000.00								
Code#	Description	Cost Type	Original Budget	Current Budget	Period Costs	Total Costs	% Comp	Projected Costs
1020.000	Contingency	Material	25,000.00	25,000.00				25,000.00
1050.000	Bonding	Labor	25,000.00	25,000.00				25,000.00
1310.000	Permits	Material	25,000.00	25,000.00				25,000.00
1510.000	Temp. Utilities	Material	25,000.00	25,000.00				25,000.00
8300.000	Special Doors	Material	25,000.00	25,000.00	8,000.00	8,000.00	32.00	25,000.00
10900.000	Wardrobe/Closet Access.	Material	25,000.00	25,000.00				25,000.00
			Period Billed	JTD Billed	Period Received	JTD Received		JTD Due
			11,520.00	11,520.00	10,368.00	10,368.00		1,152.00





# Additional Sample Reports



## Committed Costs

08/05/05

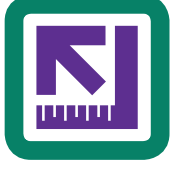


### Managed Rite Construction

#### Committed Costs


Cost Code	Budget + Changes	Cost To Date	Committed Costs	Remaining Budget
1000.000 - GENERAL REQUIREMEN	69,942.00	39,076.80		30,865.20
1020.000 - Contingency	3,500.00			3,500.00
1310.000 - Permits	10,311.00			10,311.00
1510.000 - Temp. Utilities	796.00	778.32		17.68
1520.000 - Field Office & Sheds		215.00		-215.00
1540.000 - Mobilize & Demobilize	1,446.00	878.90		567.10
2000.000 - SITE WORK	56,985.00	56,985.00	21,750.00	-21,750.00
2300.000 - Excavation/Export/Fill	8,151.00	1,510.31		6,640.69
3000.000 - CONCRETE	3,381.00	680.00		2,701.00
3100.000 - Foundation Formwork	7,695.00	6,214.46		1,480.54
3200.000 - Foundation Reinforcement	417.00	455.72		-38.72
3300.000 - Foundation Cast-in-Place	5,066.00	5,226.44	230.70	-391.14
3340.000 - Slab Prep	14,495.00	5,480.71		9,014.29
3350.000 - Slab Cast-in-Place	7,644.00	8,697.82	752.83	-1,006.65
4000.000 - MASONRY	37,125.00	37,125.00	37,125.00	-37,125.00
5100.000 - Structural Steel	10,180.00	10,943.50		-763.50
6100.000 - Rough Framing	39,339.00	8,065.14		30,669.86
6120.000 - Wall Framing	2,095.00	1,953.73		141.27
6130.000 - Roof Framing	11,098.00	12,019.71		-931.71
6190.000 - Truss (Prefab)	15,070.00	16,200.27		-1,130.27
6200.000 - Finish Carpentry	8,778.00	5,514.42		3,263.58
6400.000 - Custom Casework	655.00	732.54		-732.54
6700.000 - Rough Hardware	24.00	713.01		-58.01
7000.000 - TERMAL & MOISTURE	4,180.00	25.20		-1.20
7200.000 - Insulation			4,180.00	
7300.000 - Roofing	9,850.00	9,850.00		
8100.000 - Metal Doors & Frames	7,507.00	5,090.14		2,416.86
8500.000 - Windows	19,821.00	19,821.00	19,821.00	-19,821.00
9000.000 - FINISHES	9,309.00	9,309.00	-9,309.00	
9100.000 - Stucco	14,551.00	14,551.00		
9250.000 - Gypsum Board	9,309.00		9,309.00	
9300.000 - Ceramic Tile	1,795.00	1,795.00	-0.50	0.50
9500.000 - Acoustical Treatment	2,450.00	2,450.00		
9900.000 - Painting	9,255.00			
10300.000 - Fireplaces & Stoves	4,180.00		-4,180.00	
10800.000 - Bath Accessories	733.00	187.68		545.32
15100.000 - Plumbing	5,013.00	5,013.00	2,104.00	-2,104.00
15700.000 - HVAC	19,369.00	19,369.00	2,925.00	-2,925.00

# Additional Sample Reports



## Equipment Management Report

07/17/04



**Managed Rite Construction**  
Equipment Management Report

Equipment	Description	Unit	Total Units	Total Costs	Cost/Unit	TN Revenue	Revenue/Unit	Gross Profit/Unit
100	JCB 926 Forklift 1989	2 - Days	23.50	98.15	4.19	2,595.00	110.00	105.82
200	Drott 1900CC	2 - Days	4.00	258.48	64.62	960.00	240.00	175.38
300	Cat 916 Loader 96 w/Re	1 - Hours	34.00	743.89	31.00	466.00	19.42	-11.58
400	Strabo-Lift MPX25 #1	1 - Hours	76.00	46.66	0.61	537.80	7.08	6.46
500	96 Ford Dump Truck	5 - Miles	12,576.00			4,180.00	.33	.33
<b>Totals:</b>				<b>1,147.18</b>		<b>8,728.80</b>		<b>276.41</b>

Report 8-1-4-21  
Supervisor

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A background image showing a stack of light-colored wooden planks, likely construction lumber, arranged in a grid pattern. A dark blue curved line separates the top portion of the image from the white background below.

## For more information about Sage Master Builder:

Visit: [www.alliance-sg.com](http://www.alliance-sg.com)

Call: 888.559.9540

Contact your local Sage Master Builder  
business partner

**ALLIANCE SOLUTIONS GROUP**

### **Sage Construction and Real Estate**

15195 NW Greenbrier Parkway | Beaverton, OR 97006 | 800-628-6583 | [www.SageCRE.com](http://www.SageCRE.com)

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The Sage logo, consisting of the word "sage" in a lowercase, green, sans-serif font.