SQL ACCOUNT ADVANCE MODULE USER GUIDE

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Payment Voucher Running Number Set

To set different running number for payment voucher. You can assign different running number of payment voucher base on different payment method.

Sample: PV0615/001 (PVmmyy/001)

Step 1: Tools | Maintain Document No Step 2: Create New or amend from the existing make sure the format is follow the sample attached

🚰 Document Num	ber	
		New
Description	Payment Voucher	Edit
Document Type	Payment Voucher 👻	
Format	PV{@mmyy}/%.3d	Delete
Script		Save
Frequency	Never Reset 🔻	Cancel
		More V
Next Number		Preview -
	PV0615/001	Refresh
		> Browse
Step 3:		
🚰 Document Num	ber	
		New
Description	Payment Voucher	
Document Type	Payment Voucher 👻	<u>E</u> dit v
Format	PV{@mmyy}/%.3d	Delete
Script	•	Save
Frequency	Never Reset 💌	Cancel
	Never Reset Reset Monthly	More -
Next Number	Reset Yearly	Preview
Next Number	PV0615/001	
		> Refresh
		Browse
lf you v	vish to reset the running no every month or every year just select respectively	

🚰 Document Number		
Description Payment Vou Document Type Payment Vou Format PV(@mmyy) Script Frequency Re Year Next Number 2014 98: I 2015	cher cher %6.3d set Yearly set Yearly prv0114/985 prv0115/001 this is the sample, you no need to do any settings, system automatic will capture the last running no respectively	New Edit Delete Save Cancel More Preview Preview Prowse
)

We can also set default running no at for default payment method

Step 4: Go to Tools | Maintain Payment Method

🚰 N	laintain Payment M	ethod					
Attad	- Maintain F	ayment [Meth	od -		New	
Iments	Method:	310-001		MAYBANK		Edit	
:	Journal:	BANK	•				
	Currency: Overdraft Limit:		•				
	Bank Charge Acc:	902-000	•			Refresh	0
	OR Number Set:		-	_		> <u>B</u> rowse	
	PV Number Set:		-	Bar	nk Info.		
		DocKey		Description	n	Format	Next Number
		4	Payme	ent Voucher		PV{@mmyy}/%.3d	PV0615/001
		5	Petty	Cash PV		PC-%.5d	PC-00001
		36	Maste	r Card PV		MCPV-%.5d	MCPV-00027
		37	Visa C	ard PV		VCPV-%.5d	VCPV-00028
		43	Suppli	er PAYMNET		SPV%.5d	SPV00001

🚰 s	upplier Payment Entry					
Attachmen	Supplier Code: k00-C0001 Supplier Ba Project :	nk:		Curre	ncy:	New Edit
5	Supplier Payment			P/V No:	< <new>></new>	Delete
Not	Cancelled			Next No :	PV0615/001 💌	Save 🗨
:				Date :	15/05/2015 💌	Cancel
	Paulto : CELCOM (M) COMMUNICATION BHD			Agent:	•	Refresh
	Tay to . CELCON (N) COMMONICATION BID			Area :	SJ 🔻	
	Payment By : MAYBANK			Paid Amount :	0.00	Browse
	Bank Charge : 0.00					
	Cheque No :					>
	Description: Payment For Account		▼	Unapplied Amt:	0.00	
		Knock-off Invoice	es / Debit Notes			
	Knock Off Grid					J
	Type Date Post Date	Doc No.	Amount 0	outstanding	Pay	
	▶ PI 06/01/2012 06/01/2012	PI-00001	9,800.00	9,800.00	0.00	
	SD 08/01/2012 08/01/2012	SD-00001	4.00	4.00	0.00	

vice versa for Official Receipt

Maintain Form Mode

1. It helps to filter the data based on the conditions defined.

2. It is very useful for those who **DO NOT ALLOW** certain users to access the documents.

3. For example, agent **Lip Fong'** can view and access the sales invoices belong to his agent code LF ONLY.

Sample: Filter by Agent

Step 1: Tools | Maintain Form Mode. Step 2: Click on New and Enter the code eg: IV-LF, IV-SF

🏙 Maintain Form Mode			X
- Maintain Form Mode -			New
			Edit
Code : IV-LF			Delete
Form:			Save -
Filter Text:			Cancel
		>	Refresh
			Browse
Allow Multiple Windows		U	
Force Filter	Customize Filter		
Split Browse & Detail Window Default Window			
Browse Detail			Close

Step 3: Select the **Form** to filter, eg. Invoice.

🍄 Maintai	n Form Mode			×
- Main	tain Form Mode -			lew dit
Code :	IV-LF		D	elete
Form:	Invoice	~		Save -
Filter Text:	Supplier Pricing Inquiry Print BOM Material Usage Print BOM Planner Print BOM Wastage Report Quotation Sales Order Delivery Order		Re Br	fresh owse
	Split Browse & Detail Window Default Window Browse Detail	×		lose

Step 4: Click on **Customize Filter.** Click on **press the button to add a new condition.**

Maintai	n Form Mode		- 0 X	
- Main	tain Form Node -		New	
(Edit	
Code :	IV-LF		Delete	
Form:	Invoice	~	Save -	
Filter Text:			Cancel	
			> Refresh	
			Browse	
	Allow Multiple Windows Force Filter Solit Browse & Detail Window	Customize Filter	J	
	Default Window	Customize Filter		×
1	Browse Detail	Please customize your filter condition	n:	
		Filter AND <root></root>		
		press the button to add a new co	ndition	
		ОК	Cancel	



Step 5: Choose a field to filter, eg. Agent (SL_IV.AGENT).

Step 6: Change the filter operators, eg. equals.

Maintai 🏙	n Form Mode			
- Main	tain Form Mode -			New
(Edit
Code :	IV-LF			Delete
Form:	🖄 Invoice	~		Save 🕶
Filter Text:				Cancel
		Customize Filter		×
		Please customize your filter	condition:	
		Filter AND <root></root>		
	Allow Multiple Windows	<u>SL IV.AGENT</u>	like	
	Split Browse & Detail Window	press the button to	= equals	^
	Default Window		≠ does not equal	
	🖲 Browse 🔵 Detail		< is less than	
			≼ is less than or e	qual to
			> is greater than	
			➢ is greater than	or equal to
			atc like	
		OK	axc not like	
			O is blank	
			 is not blank 	
			A between	
			not between	~

Step 7: Enter the **agent code**.

Maintai - Main Code: Form:	n Form Mode tain Form Mode – IV-LF Invoice	<u> </u>	Lew Edit Delete
Pilter Text:	Allow Multiple Windows Force Filter Split Browse & Detail Window Default Window Browse Detail	Customize Filter Please customize your filter conditi Filter AND <root> </root>	LF ew condition

Step 8: Filter Text will be display as: (SL_IV.AGENT = 'LF').

🏙 Maintain Form Mode			
- Naintain Form Node			New
			Edit
Code : IV-LF			Delete
Form: SINVOICE		~	Save -
Filter Text: (SL_IV.AGENT = 'LF')			Cancel
			> Refresh
			Browse
Allow Multiple V God			J
Force Filter	ws	Customize Filter	
Split Browse & Detai	Window		
Default Window			
Browse OL	etail		Close

Sample: Filter by Date

Step 1: Tools | Maintain Form Mode. Step 2: Click on New and Enter the code eg: Invoice 2016.

🎬 Maintain I	Form Mode		
- Main	tain Form Mode -		New
			Edit
Code :	INVOICE 2016		<u>D</u> elete
Form:	▼		<mark>] <u>S</u>ave ▼</mark>
Filter Text:			<u>C</u> ancel
			Refresh
		,	Browse
	 Allow Multiple Windows Force Filter ✓ Split Browse & Detail Window Default Window Image: Browse Operation 		
			Close

Step 3: Select the **Form** to filter, eg. Invoice.

🚰 Maintain F	Form Mode	
- Main	tain Form Mode -	New
		Edit
Code :	INVOICE 2016	Delete
Form:	Invoice	Save -
Filter Text:	C Supplier Pricing Inquiry	Cancel
	APrint BOM Planner	Refresh
	Print BOM Wastage Report	Browse
	Sales Order	×
	Delivery Order	
	Split Browse & Detail Window	U
	Default Window	
	🖲 Browse 🔿 Detail	
		Close
		Close



Step 4: Click on Customize Filter. Click on press the button to add a new condition

Step 5: Choose a field to filter, eg. DocDate (SL_IV.DOCDATE).



Step 6: Change the filter operators, eg. Between.

Customize Filter		X	
Please customize your filter co	ndition		
Filter AND <root></root>			
SL IV.DOCDATE	equals	<empty></empty>	
press the button to add	=	equals	
	≠	does not equal	
	<	is less than	Ξ
	\leq	is less than or equal to	
	>	is greater than	-
	≥	is greater than or equal to	
	0	is blank	
	0	is not blank	
OK	4	between	L
	-16	not between	
	000	in	
	000	not in	Ŧ

Step 7: Enter the **date.**

Customize Filter					
Please customize your filter condition:					
ter <u>AND</u> <root></root>					
press the button to add a new condition					
OK Cancel					

Step 8: Filter Text will be display as: (SL_IV.DOCDATE BETWEEN '01 Jan 2016' AND '31 Dec 2016').

🎬 Maintain	Form Mode	
- Main	tain Form Mode -	New
		Edit
Code :	INVOICE 2016	Delete
Form:	Through the second seco	Save -
Filter Text:	(SL_IV.DOCDATE BETWEEN '01 Jan 2016' AND '31 Dec	Cancel
	2016)	Refresh
		Browse
		1
	Allow Multiple Windows Force Filter Customize Filter	
	Split Browse & Detail Window	5
	Default Window	
	🔘 Browse 🔘 Detail	
		Close

Sample: Filter by Document Number

This is useful to hide those P&C payment voucher, eg: Salary.

Please make sure you have another running number set of Payment Voucher for P&C.

Step 1: Tools | Maintain Form Mode.

Step 2: Click on New and Enter the code eg: P&CPV

1	Maintain F	orm Mode			
-	Maint	ain Form Mode -			New
16					Edit
	Code :	P&C-PV			<u>D</u> elete
F	Form:		•		📙 <u>S</u> ave 🔻
F	Filter Text:				<u>C</u> ancel
					Refresh
				>	Browse
		 Allow Multiple Windows Force Filter Split Browse & Detail Window Default Window Browse O Detail 	Customize Filter	J	
					Close

Step 3: Select the **Form** to filter, eg. Cash Book Entry.

🕍 Maintain I	Form Mode	- • ×
- Main	tain Form Mode -	New
		Edit
Code :	P&C-PV	Delete
Form:	S Cash Book Entry	Save -
Filter Text:	Maintain Journal	Cancel
	Maintain Project	Browse
	SQL Power Search	>
	Cash Book Entry	J
	Split Browse & Detail Window Default Window O Browse O Detail	
		Close



Step 4: Click on **Customize Filter.** Click on **press the button to add a new condition**

Step 5: Choose a field to filter, eg. DocNumber (GL_CB.DOCNO).



Step 6: Change the filter operators, eg. Not like (Don't want to show)

Customize Filter			x
Please customize your filter c	onditio	n:	
Filter AND <root></root>			
GL CB.DOCNO	<u>ike</u> <	empty>	
press the button to a	=	equals	
	≠	does not equal	
	<	is less than	
	\leq	is less than or equal to	
	>	is greater than	Ξ
	≥	is greater than or equal to	
	a%c	like	
	a%c	not like	
OK	abc	contains	
	a <mark>c</mark> b	does not contain	
	[a]b	begins with	
	b[c]	ends with	-

Step 7: Enter the **Running Number. P&C%**

(Please make sure that you have another running number for payment voucher P&C)

Customize Filter	x
Please customize your filter condition:	
Filter AND <root></root>	
GL CB.DOCNO not like P&C%	
press the button to add a new condition	
OK Cancel	

8	🗳 Maintain f	form Mode	
	- Main	tain Form Mode -	New
			Edit
	Code :	P&C-PV	Delete
	Form:	S Cash Book Entry	▼ Save ▼
	Filter Text:	(GL_CB.DOCNO NOT LIKE 'P&C%')	Cancel
			Refresh
			Browse
		Allow Multiple Windows Eorce Filter Customize	Filter
		Split Browse & Detail Window	
		Default Window	
		🖲 Browse 💿 Detail	
			Close
l			

Step 8: Filter Text will be display as: (GL_CB.DOCNO NOT LIKE 'P&C%')

Apply Form Mode on User

Step 1: Go to Tools | User Access Right Assignment...

Step 2: Under the list of security, click on form mode.

Step 3: Select the user, eg. user code: LF (Lip Fong).

Step 4. Tick to allow execute the form mode, eg. tick on form mode: IV-LF.



Step 6: Login the user as LF.

Step 7: Go to Sales | Invoice...

Step 8: User LF can see the invoices belong to his agent code: LF.

Invoice No	Date	Code	Company Click here to define a filter	Agent	Curre	Amount	<u>N</u> ew
IV-00002	19/01/2014	300-A0001	A'BEST TELECOMMUNICATIO	LF	S\$	7,500.00	Edir
V-00111	03/02/2016	300-A0002	ALPHA & BETA COMPUTER	LF		53.00	Delete
							Save
							Cancel
						ſ	De <u>t</u> ai
						Ĺ	De <u>t</u> a
							De <u>t</u> ai
						-	De <u>t</u> ail

Barcode

Barcode setting is for scan, insert into documentation, and print barcode.

You can use item code as Barcode or else you can use Barcode column under Maintain Stock Item to record the barcode.

🖀 Maintain Item	
Maintain Stock Item Serial No. Serial No. Stock Control Active	New Edit
Description: BARCODE1	Delete
Item Group: ACC Reorder Level: 0.00 Remark 1:	<u>Cancel</u>
Base UOM UNIT Reorder Qty: 1.00 Remark 2: Ref. Cost: 0.0000 Lead Time: 0 Barcode: B123456	Refresh Browse
Ref. Price: 0.00 Output Tax: Shelf: Input Tax: Input Tax: Bal Qty : 0.00	>
UOM Cust. Price Supp. Price BOM More Desc. Opn Bal. Category Alternative Cust. Item Supp. Item Barcode Note More	
Image: Contract of the second sec	L
Sales: Purchase:	
Stock:	Close

If you have different UOM with different barcode then you may click in the Barcode tab to add on the barcode for others UOM.

Maintain	Stock Item					Ne
Code:	BARCODE1			Serial No. 🗸 Stock Cont	rol 🗸 Active	Edi
Description:	BARCODE1					Dele
)	Sav
Item Group:	ACC 👻 ····	Reorder Level: 0.00	Remark 1:			Cano
Base UOM	UNIT	Reorder Qty: 1.00	Remark 2:			Refre
Ref. Cost:	0.0000	Lead Time: 0 ≑	Barcode: B123456			Brow
Ref. Price:	0.00	Output Tax:			>	Eion
Shelf:		Input Tax: 🗾 👻	Bal Qty : 0.00			
UOM Cust. P	rice Supp. Price BOM	More Desc. Opn Bal. Ca	tegory Alternative Cust	. Item Supp. Item Barcode Note	More	
1		Barcode		UOM		
B123456				UNIT		
* b123456CART	ON			CARTON		

If you want to print barcode from system, then you may click on the Step 1: Tools | Print Bar Code (Windows Printer)

<u>Iools W</u> indow <u>H</u> elp
츰 Maintain User Group
🙀 Maintain User
📝 User Access Right Assignment
📰 Maintain Style
Maintain Commission Script
Maintain Document Number
Maintain Acceptable Transaction Date
📴 Maintain Form Mode
📊 Maintain Agent
Maintain Area
🔭 Maintain Terms
Maintain Currency
😰 Maintain Journal
🚵 Maintain Payment Method
DEPT Maintain Project
‰ Maintain Tax
强 Maintain Company Category
Maintain Shipper
📑 Print Audit Trail
🖺 Analyse Data Integrity
🎁 Report Designer
HI Print Bar Code (Direct Printer)
Print Bar Code (Windows Printer)
DIY
[Options

Step 2: Click on the + button to select which barcode that you want to print out and click on Preview.

🚰 Bar Code						
🔒 🌍 🚭	V 🛃	🕽 📚 🗠 븛				
Item Code	UOM	Barcode B123456	Ref. Price 0	Remark 1	Description BARCODE1 you can add on copies that you particular barco	Copies
1						

When you key-in transaction, you can just scan the barcode from F8.

Step 1: Click New for the invoice and select Customer.

Step 2: Then right click at the wording of "Invoice" and select Barcode or you can use keyboard "F8" to call out the barcode

i 🎬 I	nvoice					
More		1	nvoice		Cancelled 🕅 New	
1	Customer:	300-A0004 👻	Transfer From Quotation	Inv No :	< <new>> Edit</new>	
At		ali enterprise	Transfer From Sales Order	Next No :-	IV-00151	
tach	Address :-	123123	Transfer From Delivery Order	Date :-	16/05/2017 V	
ments			Barcode F8	Agent :-	V	•
Ĩ			Undate Unit Price	Terms :-	C.O.D.	1
Z	Description :-	Sales	opuse one nee	▼ ••• Ref 1. :-	Refresh	ר
te	+ = 6	Profit Estimator Transferable	Insert Blank Line	Ext. No. :-		
	Invoice Ma	trix more	Show Double Entry Ctrl+O		Browse	
tem	Item (inde Description Oty UOM U/Price	Copy Invoice	mount Sub Total	(Tax) Batch	
Tem			Paste Invoice	and and bab rotal	>	
plate			Paste From Purchase Items			
1						
			Invoice Batch Print		U	
		10</td <td>Audit Irail</td> <td></td> <td></td> <td></td>	Audit Irail			
	records					
	Deposit Am	ount: 0.00 ···				
	Local Net To	tal: 0.00		Net Total:	0.00 Close	

Step 3: You may scan the barcode and system will record automatically.

I 🎬	nvoice											
More					Invoic	e				Cancelle	d 🔲	New
ore Attachments Note Item Te	Customer: Address :- Description :- Invoice M Invoice M Intem	300-A0004 al enterprise 123123 Sales Sales Profit Estimator atrix more Code) Trans Description	oferable 🕢 Qty UOM	U/Price Sub	Control Tax	Tax Tax In	Tax Amount	Inv No : Next No :- Date :- Agent :- Terms :- Ref 1. :- Ext. No. :- Sub Total (T	Cancelle < <new>> IV-00151 16/05/2017 C.O.D. Fax) [</new>	d T	Leew Edit Delete Cancel Refresh Browse
plate	1 records	3	Bar	arcode : barcode 1 tem Code : barcode 1 is added. BARCODE1	•			0.0		0.00		
	Deposit Am Local Net To	ount:	0.00	Qty : Unit <u>P</u> rice : Discount : Subtotal :	1.00 0.	• UNIT •		Saye Delete Close	• tal:		0.00	Close

Supplier Item Code

This feature you can set different supplier with different item code, so that your purchase report can show out accordingly.

Step 1: Stock | Maintain Stock Item.

Step 2: Click on the Supp Item and click on the + button.

Code:	iphone 6		Serial No. 🔽 Stock Control 🔽 Active		Edit
Description:	iphone 6				elet
Item Group:	ACC 🔻 …	Reorder Level: 0.00	Remark 1:	I	Canc
Base UOM	UNIT	Reorder Qty: 1.00	Remark 2:		Refre
Ref. Cost:	1,000.0000	Lead Time: 0 ≑	Barcode:	1	Brow
Ref. Price:	2,000.00	Output Tax: 🗨		>	<u>D</u> . 011
Shelf:		Input Tax: 🗾 👻	Bal Qty: 0.00		
UOM Cust. Pr	ice Supp. Price BOM	More Desc. Opn Bal. Cate	egory Alternative Cust. Item Supp. Item Barcode Note More		
- +				1	
I Suppli	ier	Supplier Name	Supplier Item Code Description		
			<no data="" display="" to=""></no>		

Step 3: Assign the Supplier and insert the supplier preferred item code then Save.

Maintain Item Maintain Code: Description Item Group Base UOM Ref. Cost: Ref. Price: Shelf: UOM Cust.	In Stock Item iphone 6 : iphone 6 : UNIT 1,000.0000 2,000.00 Price Supp. Price	Reorder Level: 0.00 Reorder Qty: 1.00 Lead Time: 0 - Output Tax: - Input Tax: - More Desc. Opn Bal. Cat	Serial No. ✓ Stock Control ✓ Ac Remark 1:	tive	X I
₩ Sup 400-C0001	pplier CELCOM (N	Supplier Name	Supplier Item Code Description IPHONE 6 CELCOM		æ

Step 4: During transaction, it still will show as "iphone 6" but you can field chooser call out Supplier Item.



Step 5: The supplier item will show out the supplier item code that you set under Maintain Stock Item.

🚰 Р	urchase Invoi	ice													1 🐹
More	Supplier :-	400-C0001			P. 1	nvo	oice					Inv No :	Cancelled 🗐		<u>N</u> ew Edit
Attachments Not	Address :- Description :-	CELCOM (M 33-37 MEN 7 JALAN 89 KAW PERU 54098 SJ Purchase	() COMMUNICATION BHD ARA CELCOM) SAHAAN								•	Next No :- Date :- Agent :- Terms :- Ref 1 :-	PI-00052		<u>e</u> lete <u>S</u> ave ▼ <u>ancel</u> efresh
e Iten	+ - O	atrix						Transferable 🔽				Ext. No :-			rowse
n Template	ill Iten ≱iphone 6	n Code	Supplier Item IPHONE 6 CELCOM	Description phone 6	Qty 1.00	UOM JNIT	U/Price 1,000.0000	Sub Total 1,000.00	Tax Tax TX 6%	Tax Incl	Tax A	mount 1,	Sub Total (Tax) 060.00	נ	

Multi Currency Module

If you have the multi currency module, then you may set Customer / Supplier in foreign currency.

Step 1: Tools | Maintain Currency

Default currency (----) is your based home currency. For example, your Financial Reports currency is SGD, then you should rename the default currency's description and symbol to "SINGAPORE DOLLAR" and "SGD" respectively.

Step 2: Click on New and Enter the information accordingly.

Symbol:	USD						De
we BUY at ra	te:	3.2000) 	<u>C</u> a
we SELL at ra	te:	3.1000	Color:	Buying Pate	Selling Pate		Re
01/02/201	3	28/02/201	3	3.1550	3.1890	>	Bro
• 01/01/201	3	31/01/201	3	3.2112	3.2055		

Field Name	Explanation & Properties
Currency	Input the new currency codeField type : AlphanumericalLength : 6
Symbol	 Input the ISO Currency code, eg MYR, SGD, USD, etc. Field type : Alphanumerical Length : 6
Description	Input the Currency descriptionField type : AlphanumericalLength : 30
We BUY at rate	Exchange rate relate to PURCHASE module Field type : Numeric
We SELL at rate	Exchange rate relate to SALES moduleField type : Numeric

Create Periodic Exchange Rate Table

Step 1: You can define periodic exchange rate from date to date. Step 2: Click on the (+) sign to insert or (-) sign to remove.

Description: US DOLLAR we BUY at rate: 3.2000 we SELL at rate: 3.1000 Color:
we BUY at rate: 3.2000 we SELL at rate: 3.1000 Color:
we SELL at rate: 3. 1000 Color:
I Date From Date To Buying Rate Selling Rate
01/02/2013 28/02/2013 3.1550 3.1890
▶ 01/01/2013 31/01/2013 3.2112 3.2055

Currency: Symbol: Description:	USD USD US DOLL	AR				
we BUY at rate	e: e:	3.2000 3.1000	Color:			
3 Date F	rom	Dat	e To	Buying Rate	Selling Rate	Brow
01/02/2013 01/01/2013		28/02/201 31/01/201	3 3	3.1550 3.2112	3,1890 3,2055	

Step 3: After you create the currency master file, then you have to assign under Maintain Customer.

🚰 Ma	aintain Custo	omer						
Attac	- Mai	intain Custom	ier -					New
hmer			05.170				Ŋ.	Edit
nts	Compa	IN: US CORPORATION	PELID					Delete
		Code	Description	Symbol	Buy	Sell		
			RINGGIT MALAYSIA	RM	1.0000	1.0000		Save 🔻
		S\$	SINGAPORE DOLLAR	S\$	2.3098	2.5030		Cancel
	General Cri	USD	US DOLLAR	USD	3.8000	3.7400		
							Jh	Refresh
	Branch:							Browse
	BILL							
	DELIV							
							 >	
							ш	
							UU	
	2 bra							
		1						
	-	3					2	
	Area:			Catal All A				
	Agent:			Fetch All A	A=a	new		
	Currency:	USD 🔻 😶		Price Tag:		-		
								Close

Step 4: When u key-in invoice, system will auto detect the customer in foreign currency and show out the exchange rate.

		Invo	oice		-0	
More		In	voice	_	Cancelled	New
Attachments Note	Address :- US CORPORATION	IPE LTD		Inv No Next No Date :- Agent :- Terms :- Ext. No.	: IV-00103 :- IV-00104 • 11/02/2015 • 	Edit Delete Save V Cancel Refresh Browse
Item Template	Indice Matrix	Description NTENNA	UOM U/Price UNIT 100.00	Qty Tax 10.00	Sub Total 1,000.00	
	1 records Deposit Amount:	0.00 ····	and net total is not same	10.00	1,000.00	
	Local Net Total:	3,500.00 means the curr	rency is not in RM based	Net Total:	1,000.00	Close

Customer currency (USD), receive payment in (RM)

Step 5: When you do payment,

2 2				Custome	er Payment Entry				
Attachme	Customer Cod Project :	e: 300-T0005 -				5a	Rat	e: 3,5000	<u>N</u> ew Edit
ents	Custome	r Payment					0/R No :	OR-00059	Delete
F	Cancelled]					Next No :	OR-00060	Save +
ñ							Date : Agent :	11/02/2015	Gancel
	Paid By :	US CORPORATION PE LTD					Area :	💌	Refresh
	Received In :	MAYBANK 👻				5c	Paid Amount :	3,500.00	Browse
	Bank Charge :	0.00	DC SD				1	3 500 00	n
	Cheque No :						Local Amount :	3,500.00	
	Description:	Payment For Account		Knock-off	lovoices / Debit Notes		• ••• Unapplied Amt:	0.00	
	Knock Off Grid			KIIOCK-OII I	HYDICES / DEDR NOTES				>
	3 Туре	Date	Doc No.		Amount	Outstanding	Рау	۵	
	▶ µv	11/02/2015	10-00103		1,000.00	0.00		1,000.00	4 11
						5d	ſ		
		1 doc		Totali	1.000.00	0.00		1.000.00	Close

5A – Currency rate for knocking off the payment (System auto calculate)

5B – Bank payment method, make sure you choose the correct bank.

5C – Payment Amount made in RM

(Note: This payment amount is based on Bank payment method currency)

2D – This pay amount you can either put it on your desire amount and check on the 2A, you'll notice that currency rate will change once you try to knock off the amount.

Advance Currency Module

If you have the advance currency module, then you may set bank in foreign currency.



🎬 Maintain Account				
Description	Code	△ Special Type	Tax Industries Co Cash Flow St *	New
🖶 😓 FIXED ASSETS			- 1	
FURNITURE & FITTINGS	200-200			Edit
ACCUM DEPRN FURNITURE & FITTINGS	200-205	Accumulated Deprn. Account	step 2 : click on NEW	Delete
OFFICE EQUIPMENT	200-300			
ACCUM. DEPRN OFFICE EQUIPMENT	200-305	Accumulated Deprn. Account		
MOTOR VEHICLE	200-400		-	
ACCUM DEPRN MOTOR VEHICLE	200-405	Accumulated Deprn. Account	-	Defeat
LAND & BUILDING	200-500			Refresh
HANDPHONE	200-600	-	-	
INVESTMENT			-	
🖨 💪 OTHER ASSETS				
GOODWILL	210-000		-	
CURRENT ASSETS			-	
🖉 🎂 dfh		Balance Stock Account	-	
Step 1: point on cash a	t bank	Customer Control Account	-	
OTHER DEBTORS		-	- >	
🖻 👙 CASH AT BANK 🧹	310-000	Bank Account	-	
··· 🌞 MAYBANK	310-001	Bank Account	-	
MAYBANK-VISA	310-002	Bank Account	-	
··· 🏪 MAYBANK-MASTER	310-003	Bank Account	-	
	310-004	Bank Account	- 4	1
HSBC - S\$ ACCOUNT	310-006	Bank Account	-	
INSTALLMENT RECEIVABLE	4534	Bank Account	-	
S CASH IN HAND	320-000	Cash Account	-	
PETTY CASH	325-000	Cash Account	-	
STOCK	330-000	Balance Stock Account	-	
DEPOSIT & PREPAYMENT	340-000		-	
DIRECTOR'S LOAN TO	350-000		-	
GST - CLAIMABLE	GST-101		-	
GST - PURCHASE DEFERRED TAX	GST-102			
GST - OUTPUT TAX PREPAID	GST-103		-	
CURRENT LIABILITIES			- - -	Close



Account - MAY	BANK - USD	X
GL Code:	310-007	
Description:	MATBAINK - USD	
Tax:	•	Industries Code: 🗸 🗸
Special Bank Ac	Account Type :	Cash Flow Statement Type
🔘 Cash Ac	count	None
🔘 Custome	r Control Account	Cash Flow From Financing
🔘 Balance	Stock Account	Activities
		OK Cancel

🚰 Maintain Payment M	ethod	E	
- Maintain H	Payment Meth	ođ -	New
Method: Journal: Currency: Overdraft Limit: Bank Charge Acc: OR Number Set: PV Number Set:	310-007 BANK • USD • 0.00	MAYBANK - USD Bank Info.	Edit Delete Save Cancel Refresh Browse

Step 3: Tools | Maintain Payment Method

Customer currency (USD), receive payment in (USD)

For this case where customer currency is USD and payment also in USD, there'll be a few more step to do.

1		Invoice				
More.		Invoice			Cancelled	New
Attachments	Customer: 300-T0006 VUSD @ 3.5000 US CORPORATION PE LTD Address :-	urrency on Invoice		Inv No Next No Date :- Agent :- Terms :	: IV-00103 IV-00104 ▼ 11/02/2015 ▼ ▼ 30 Days ▼	Edit Qelete Save V Cancel
Note	Description :- Sales			• ··· Ref 1. :		Refresh
ľ	e = O O Profit Estimator			Canto		Browse
Item Templat	I Item Code Description	UOM UNIT	U/Price 100.00	Qty Tax 10.00	Sub Total 1,000.00	
						b
	1 records			10.00	1,000.00	
	Deposit Amount: 0.00 ···· Local Net Total: 3,500.00			Net Total:	1,000.00	Close

*				Customer Payment Entry						
Attachme	Customer Cod Project :	e: 300-T0006 💌				1.3A	Curr Rate	ency: USD x: 3.5	5000	<u>N</u> ew
ents Note	Custome Cancelled Paid By : Received In : Bank Charge : Cheque No :	US CORPORATION PE LTD PBB (USD)	1.38			1.3C	D/R No : Next No : Date : Agent : Area : Paid Amount : Local Amount :	< <new>> OR-00060 11/02/2015 1,00 3,500.0</new>		2elete 2elete 2ancel 2efresh 3rowse
	Description:	Payment For Account	ł	Knack-off Invoices / Debit Notes		▼	Unapplied Amt: [0.00	
	Type	Date	Doc No.	Amount	Outstanding		Pav			
	►IV	11/02/2015	IV-00103	1,000.00		0.00		1,000.00	✓	
						1.3E				
		1 doc	Total:	1,000.00		0.00		1,000.00		dana
										Close

Note: Only Customer currency that is same with payment currency will enable the editing of Rate for currency on top right corner

1.3A - Now, this rate can be changed as the currency rate change according to the currency rate 1.3B - Select the correct payment method in order to allow USD payment knocking off USD Invoice

1.3C – Paid amount will be the amount of USD you received

1.3D – Local amount is the amount of conversion of (paid amount x currency rate at the moment)

1.3E – This IV amount will always be following the currency amount not local amount.

After confirming all the related info is correct may save it. If your currency rate is different from the one stated in the Invoice, a message should prompt out defining your gain/loss on foreign exchange.



If your Invoice currency is stated 3.5 at the moment, and when your customer pay to you on 3.6 rate,

the system will auto calculate the amount of gain/loss you actually got from this transaction and show to you the amount when you click save. Above prompt dialog will appear.

Customer currency (USD), receive payment in (SGD)

**					Customer Payment Entry						- • ×
Attachme	Customer Coo Project :	le: 300-T0006 💌				(USD Currency rate		arrency: USC ate:	3.5042	New
ents Note	Custome Cancelled Paid By : Received In: Bank Charge : Cheque No : Description:	IN Payment		Check for SGD Bank account			SGD Currency rate	U/R No : Next No : Date : Agent : Area : Paid Amount : SS @ R Local Amount	OR-00060 OR-00061 11/02/201 ate : 3,	▼ 5 ▼ ▼ 1,400.00 2.5030 504.20 0.00	Qelete Qelete Gancel Refresh Browse
	Knock Off Grid				Knock-off Invoices / Debit Not	es					
	Type	Date		Doc No.	Amount	Outstanding		Pay	∆ GainLo	ss	ľ
	▶ [tv	11/02/2015	IV-00103		1,000.00	nent amount as in USD	0.00	1,000.00	V	(4.20)	
		1 doc		Total	1 000 00		0.00	1.000.00		(4.30)	
1 1				Totali	2/000100		0.00	1,000.00		(4.20)	Close

Note: Only Customer currency that is same with payment currency will enable the editing of Rate for currency on top right corner

- Select for the payment method (Bank account in SGD)
- Put in the payment amount and change the currency rate of SGD, check the local amount for confirmation
- Put in the payment amount on Pay column/tick on the payment knocking invoices and check for the USD rate as it change.

The knock-off amount will auto calculate itself and if there's any gain/loss on foreign exchange, simple click on the save button and you'll be notify about the amount of gain/loss on foreign currency exchange.

Advance Credit Control

Credit Control use to control the customer outstanding within the specific overdue and credit limit given

- Maintain C	ustomer	-							Ne
Company: ALPHA	& BETA COMPUT	TER							Ē₫
								1	Dele
Control A	/C: 300-000	Code: 3	300-A0002 (Cust. Category:	🔻				
	1								1 50
General Credit Control	lote Sales	Tax						<u> </u>	Can
Credit Limit	10,000,00	0	verdue Limit:		0.00			R	efr
	10,000.00				0.00				106909
Add PD Uneque	o Lredit Limit								rov
1	Al	QT	SO	DO	IV	CS	DN	1	
Apply to									
Apply to									
Exceed Credit Limit								1U	
Exceed Credit Limit Exceed Overdue Limit									
Exceed Credit Limit Exceed Overdue Limit Suspended									
Exceed Credit Limit Exceed Overdue Limit Suspended Suspended Message								-	
Exceed Credit Limit Exceed Overdue Limit Suspended Suspended Message									
Exceed Credit Limit Exceed Overdue Limit Suspended Suspended Message									

IMPORTANT:

- 1. Depends on the user access rights to the Customer Credit Control.
- 2. Override credit limit can be granted in the user access control.

Credit/Overdue Limit

Credit limit is the limit to set based on the total outstanding.

Overdue limit is the limit to set based on the overdue outstanding only.

Tick "Add PD Cheque to Credit Limit" to include any post dated payment to increase the credit limit.

Exceed Credit/Overdue Limit

Credit Control can be apply to the following document type:-

- 1. QT Quotation
- 2. SO Sales Order
- 3. DO Delivery Order
- 4. IV Sales Invoice
- 5. CS Cash Sales
- 6. DN Debit Note

You have tick "Apply To" in order to set the further action (eg. unblock, block or override) to control the exceed credit and overdue limit.

- Main	tain Cu	stomer	-							New
Compan	Y. ALPHA & BE	TA COMPUTE	R							Edit
										Delete
	Control A/C:	300-000	Code:	300-A0002	Cust. Category:	🔻]			Save
General Cred	lit Control No	te Sales Ta	IX							⊆ancel
Credit Limit:		10,000.00	0	verdue Limit:		0.00			11	Refresh
D PPY 2	dd RD. Choque to Credit Limit									
1		All	QT	SO	DO	IV	CS	DN	>	
Apply to					V					
Exceed Cred	lit Limit				Block					
I Exceed Over	rdue Limit				Override					
Suspended				L						
Currended A	lessage									

Control Type	Action	ALLOW EXCEED
Exceed Credit Limit	Unblock	YES
Exceed Credit Limit	Block	NO
Exceed Credit Limit	Override	PASSWORD REQUIRED
Exceed Overdue Limit	Unblock	YES
Exceed Overdue Limit	Block	NO
Exceed Overdue Limit	Override	PASSWORD REQUIRED

Project Module

This module allow user to maintain the project accounting as the branch or departmental basis, normally user will use for simple construction base so that they get to view Profit and Loss / Balance Sheet compare by Project.

tion - Testing Company [2012]
<u>T</u> ools <u>W</u> indow <u>H</u> elp
Maintain User Group
🗽 Maintain User
刻 User Access Right Assignment
🔠 Maintain Style
Maintain Commission Script
Maintain Document Number
Maintain Acceptable Transaction Date
🚱 Maintain Form Mode
🙀 Maintain Agent
🔛 Maintain Area
🚆 Maintain Terms
😭 Maintain Currency
😰 Maintain Journal
蔐 Maintain Payment Method
Maintain Project
Maintain Project Maintain Tax

Step 2: Insert **Project Code & Description**, for project value and project cost is not compulsory field to fill in, if you have fill in then it's just remark purpose.

	Maintain Project	- • ×
Attachr	- Maintain Project -	New
nents	Code : PJ-PetalingJaya Step 2 *Project Code can up to 20 Description: PJ-PetalingJaya Project Value: 1,000,000.00 Project Cost: 500,000.00	it ete Save v Cancel
		> <u>B</u> rowse
	Project Value and Project Cost is just for remark purpose only, it's won't bring any impact for reporting and transaction.	U
		Close

Step 3: Click on **Tools** | **Options.**



Step 4: Then look for **Miscellaneous** | Make sure " **Show Document Project** " have tick this option.

		Options		×							
General	Miscellaneous										
Numeric Value Display Format:-											
	I Numbering Type	Display Format	Number	Sample							
BarCode	Accounting Value	#,0.00;(#,0.00)	123456789.12345	123,456,789.12							
	Currency Rate	#,0.0000	1234.12345	1,234.1235							
7 😜	Stock Quantity	#,0.00;-#,0.00	1234.12345	1,234.12							
Miscellaneous	Item Selling Price	#,0.00;-#,0.00	1234.12	1,234.12							
	Item Purchase Price / Costing	#,0.00;-#,0.00	1234.1234	1,234.12							
Unit Price Image: Construct of the state of the s											
			OK Cancel	Help							

Step 5: During **sales and purchase** transaction make sure you can **call out the project option**, then **update** accordingly.



When key-in transaction, some user will ask why there have a project at item detail and beside customer | More tab also have project?

<u>What is the different and what is the purpose between More | Project |(Document Project)</u> and Item Detail | Project (Item Project)?





Project has 2 purposes: Balance Sheet Report

- In order for balance sheet to capture the project figures, at the top left more button (Document Project), you need to select the project.

Profit and Loss

- To show your detailed profit and loss by project, you'll need to select the project on each item under the item detail (Item Project).

It is not compulsory to select either of them, it depends on what kind of report you wish to view.

**			Cash Book En	try				• 🗙	
Note Attachments	Paym	ent Voucher	Doc Proje	Voucher No: Next No: Date: Project :		<u>N</u> ew ▼ Edit Delete			
·	Pay To Payment By:	TAN ALI CASH IN HAND	Curren	cy: = Να:		▲gent: [Cancel Refresh Browse	
	Document Deta	ail Grid Description NLARIES MAYBANK - TAN ALI	Project PJ-PetalingJaya	Amount Tax 1,000.00	x Tax Tax Am 0.00	. Sub Total (Ta. 0 1,000.00			
	Item Project								
	1 record	Total		1,000.00	0.00	1,000.00		Close	

Same Things Apply on GL | Cash Book Entry.

After complete update the document with project, then how to view report with project and compare by project? For example : **GL** | **Print Profit & Loss Statement.**

Step 6: Filter the date that you want to view for P&L report, then if you want to view project comparison then choose "Comparison – Project (6 column)"

Profit & Loss Statement							
Date : 18/11/2015 v Project: v Agent: v Area: v Show Up to Level 2 Report Title: Trading Profit and Loss for the period 01/01/2015 to 18/11/2015 Show Up to Level 2 Show Up to Level 2 Image: Select P/L Report Format :- Image: Comparison - Yeajet (16 Columns) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project (10 Columns) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project (10 Columns) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project (19 Columns) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project Summary (20 Rows) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project Summary (20 Rows) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project Summary (20 Rows) Image: Select P/L Report format :- Image: Select P/L Report format :- Image: Comparison - Project Summary (20 Rows) Image: Select P/L Report format :- Image: Sele	Step 6						
Account	Year 2015						
<no data="" display="" to=""></no>							
6 columns = up to 6 projects 10 Columns = up to 10 projects 19 Columns = up to 19 projects.							

Step 7.1: After selecting the report that you want, make sure to tick on the "Show Column Options", then the top of the report will appear column option.

Step 7.2: You may change the period that you want to view, eg: by default it will be "Current Month".

If you want to view whole year figure then you have to change to "Current Year".

Profit & Loss Statement	
Period : Current Month V Month Index : 0	Percentage Budget
Font: Current Month Font: Current Quarter Current Year Step 7.2 Variance Variance Agent Month Report Quarter Half Year Variance Year Comparison - Yearly (4 Years) Comparison - Yearly (4 Years) Comparison - Project (10 Columns) Comparison - Project (19 Columns) Comparison - Project Summary (20 Rows)	Header Script : ▼ Options :- Show Up to Level 2 Show Up to Level 2 □ Use Second Description. 2 □ Use Second Description. 2 □ Print Sub Account. □ Print Sub Account Only Print Manufacturing Account □ Print Manufacturing Account Print Project Comparison □ Step 7.1 ✓ Apply □ □
Main Crid Transform	
Account	Year 2015
<no data="" displa<="" td="" to=""><td>iγ></td></no>	iγ>

Step 8: After change the column option, next you have to tick on the "Print Project Comparison", then at right hand site will come out the project tab, you can select which project that you want to view then click on Add.

Profit & Loss Statement		
Period : Current Month v Month Index : 0 🗘	Projects	Proje
Period : Lurrent Romin v Romm Janck 10 v Step 8 Pont : Tationna v B V Roject : Vinit Acrea: Vinit Agent: Step 8 Step 8 Date: 18/11/2015 v Acrea: Vinit Acrea: Vinit Agent: Vinit Acrea: Vinit Acrea: Vinit Acrea: Vinit Agent: Comparison - Project (Step Rollman) Step 8 I - Comparison - Project (Step Columna) Step Roll (Step Rollman) Step Roll (Step Rollman) I - Comparison - Project (Step Columna) Vinit Sub Account Only Step Rollman) I - Step Columna) Vinit Sub Account Only Step Rollman) I - Step Columna) Vinit Sub Account Only Step Rollman) I - Step Columna) Vinit Sub Account Only Step Rollman) I - Step Columna) Vinit Sub Account Only Step Rollman) I - Step Columna) Vinit Sub Account Only Step Rollman) I - Step Columna) Vinit Sub Account Step Rollman) I - Step Columna) Vinit Sub Account Step Rollman) I - Step Columna) Vinit Sub Account Step Rollman) I - Step Columna) Vinit Sub Account Step Rollman) I - Step Columna) Vinit Sub Account Step Rollman) I - Step Columna) Kinet	Image: Constraint of the second sec	Description Description NOR+PROSECT WEEK 1 WEEK 2 WEEK 3 WEEK 4 WEEK 5 WEEK 4 WEEK 2 WEEK 4 WEEK 5 WEEK 5 A B
<to data="" display="" to=""></to>	Pj-Jetaing	lay, PJ-PetaingJaya

Step 9: Click on Apply and you will see the result. The P&L report will compare each project that you select.

🕍 Profit & I	Loss Statement					×	
Period : Current Month V Month Index : 0				Pe	rcentage 🗌 Budget	Proje	
Font: The Tahoma V 8 V B I U S			Heade	r Script :	~ 	ds	
Date : 18/11/2015 v Project: v v Agent: v Area: v v Report Title : Trading Profit and Loss for the period 01/01/2015 to 18/11/2015 Show Up to Level 2 v Show Up to Level 2 v v Comparison - Yroject (6 Columns) v v Print Sub Account Only v Print Sub Account Only Print Manufacturing Account Project Comparison							
Account	Project Total	Project Total (%)	Year 2015		PJ-PetalingJaya	Ē	
> SALES							
SALES	0.00	0.00	5.00	0.00	0.00		
SALES-HANDPHONES	50,000.00	100.00	51,099.99	0.00	50,000.00		
SALES-ACCESSORIES	0.00	0.00	109,684.21	0.00	0.00		
SALES-PREPAID	0.00	0.00 0.00		0.00	0.00		
	50,000.00	100.00	161,779.77	0.00	50,000.00		
SALES ADJUSTMENT			(n				
RETURN INWARDS-HANDPHONES	0.00	0.00	(2,000.00)	0.00	0.00		
	0.00	0.00	(2,000.00)	0.00	0.00		
	E0 000 00	100.00					

Sales & Purchase Module

Print Outstanding Document Listing / Back Order Report

This report can help you to trace outstanding document, which document haven't fully transfer, usually is used to trace the outstanding of order (Outstanding Sales Order).

Listing 🗖 🖸 🔀									
Documents: Outstanding Sales Order Doc Date 01/05/2017 Delvery Date / / Visit Sales Order:				Group/Sort Date Delivery [Documer Qustome Agent Area Doc Proje Item Proj Item Cod Seq Location Batch Stockforo Company Shipper	By : Jate It No cet eet ect category				
Doc No	Date	Company Name	Agent	Project	Item Code	Orig. Qty	Transfer Qty	O/S Qty	
▶ ± SO-00007	03/12/2016	A'BEST TELECOMMUNICATION PTE	LF		N-3310	10.00	0.00	10.00	
	15/12/2016	ALPHA & BETA COMPUTER	SY		COVER	10.00	3.00	7.00	
	17/12/2016	ALPHA & BETA COMPUTER	SY		C-PRE-100	2.00	0.00	2.00	
	17/12/2016	ALPHA & BETA COMPUTER	SY		D-PRE-50	1.00	0.00	1.00	
+ SO-00011	17/12/2016	ALPHA & BETA COMPUTER	SY		C-PRE-50	1.00	0.00	1.00	
Count = 5						24.00		21.00	

Step 1: Sales | Print Outstanding Document Listing

Step 2: If you want to check those fully transfer document and have been transferred to which document, then you may tick on the "Print Fulfilled Item"

2 Outstanding Sales Document Listing									
Occuments: Outstanding Sales Order Doc Date 01/05/2017 Delvery Date / / Delvery Date / / Customer: Sales Order: Group/Sort By : Delvery Date Customer: Agent: Area: Doc Project: Item Project: Coctation: Print Fulfied Item Coctation: Include Canceled Documents Cackulate Outstanding S0 & PO Qty Transfer Doc Date Folow Filtered Date									
E Doc No	Date	Company Name	Agent	Project	Item Code	Orig. Qty	Transfer Qty	O/S Qty ^	
▶ ± SO-00001	09/01/2016	KITTY SECURITY SDN BHD	HALIM		M-R-GP300	80.00	80.00	0.00	
± SO-00002	18/01/2016	A'BEST TELECOMMUNICATION PTE	LF		E-BAT	5.00	5.00	0.00	
± SO-00002	18/01/2016	A'BEST TELECOMMUNICATION PTE	LF		E-T10s	5.00	5.00	0.00	
	18/01/2016	A'BEST TELECOMMUNICATION PTE	LF		N-3210	5.00	5.00	0.00	
± SO-00002	18/01/2016	A'BEST TELECOMMUNICATION PTE	LF		N-3310	10.00	10.00	0.00	
± SO-00002	18/01/2016	A'BEST TELECOMMUNICATION PTE	LF		N-BAT	15.00	15.00	0.00	
± SO-00003	20/02/2016	ALPHA & BETA COMPUTER	SY		N-8250	2.00	2.00	0.00	
± SO-00003	20/02/2016	ALPHA & BETA COMPUTER	SY		N-8850	2.00	2.00	0.00	
	20/02/2016	KITTY SECURITY SDN BHD	HALIM		N-BAT	4.00	4.00	0.00	
± SO-00005	20/02/2016	AB ENTERPRISE SDN BHD	NF		N-7110	1.00	1.00	0.00	
± SO-00005	20/02/2016	AB ENTERPRISE SDN BHD	NF		N-8850	2.00	2.00	0.00	
Count 10	21/02/2016	AB ENTEDDDICE CON BHD	NIE		N 22E0	1.00	1.00	0.00	
Count = 18						158.00		21.00 🗸	

Step 3: Preview the report then you can check the document already transferred to which document.

Date Delivery Date Document Company Co Category Agent Area Doc Project Item Location Category Incl Cancellei Sort By Testing Cor	: AII : Doc mpany (Outstandi i A Date;DeliveryDate;DocNo)	ng Sale s At 19/0	s Orde r 5/2017	^r Listin	g		19/05/: Pa	17 4:57 PM ADMIN age 1 of 1
Seq. Code		Description	U/Price	Delivy date	Orig Qty	O/Stding	Date	Doc No	Tfer Qty
SO-00001 1 M-R-GP3	300	KITTY SECURITY SDN BHD MOTOLORA RADIUS GP300	1,000.00	09/01/16	80.00	0.00	11/01/16 20/02/16 22/02/16	DO-00001 DO-00007 DO-00003	40.00 20.00 20.00
SO-00002		A'BEST TELECOMMUNICATION PTE LTD	150.00	18/01/16	5.00	0.00	19/01/16	DO-00002	5.00
3 F-T10s		FRICSSON T10s	800.00	18/01/16	5.00	0.00	19/01/16	DO-00002	5.00
4 N-3210		NOKIA 3210	900.00	18/01/16	5.00	0.00	19/01/16	DO-00002	5.00
5 N-3310		NOKTA 3310	988.00	18/01/16	10.00	0.00	19/01/16	DO-00002	10.00
6 N-BAT		NOKIA BATTERY	150.00	18/01/16	15.00	0.00	19/01/16	DO-00002	15.00
SO-00003		ALPHA & BETA COMPUTER							
7 N-8250		NOKIA 8250	890.00	20/02/16	2.00	0.00	20/02/16	DO-00006	2.00
8 N-8850		NOKIA 8850	3,800.00	20/02/16	2.00	0.00	20/02/16	DO-00006	2.00
SO-00004		KITTY SECURITY SDN BHD							
9 N-BAT		NOKIA BATTERY	150.00	20/02/16	4.00	0.00	20/02/16	DO-00007	4.00
SO-00005		AB ENTERPRISE SDN BHD							
10 N-7110		NOKIA 7110	1,388.00	20/02/16	1.00	0.00	20/02/16	DO-00008	1.00
11 N-8850		NOKIA 8850	3,800.00	20/02/16	2.00	0.00	20/02/16	DO-00008	2.00
SO-00006 12 N-3350		NOKIA 3350	360.00	21/02/16	1.00	0.00	21/02/16	IV-00006	1.00

Print Sales Price History

This report is useful for you to get item selling price to customer easily.

Sales Price Hist	tory							
Date 2 01/06/2 Customer: Agent: Area: Co. Category: Doc Project: Shipper: Tax:	:016 v to 19/05/2	2017 ~ Stk Group: ~ Stk Group: ~ Item: ~ Location: ~ Location: ~ Gategory: ~ Item Proje ~ Category 1 Latest	tt:	Quotab Sales Or Delvery Extra D V Invoice Cash Sa Debit N Credit N	Group/Sort rder y Order boo classification ale lote Note Batch Co. Cat Batch Co. Cat Batch Co. Cat Batch Co. No Co. No	By : roup opect opect egory v Pby	can choose ument that ace the sal	e which you want es price
rice History Price	e Movement Price/C	Qty Breakdown Price Boo Item Code	k Company Name	Qty	UOM	Unit Price	DISC	SubTotal
rice History Price	Movement Price/C	Qty Breakdown Price Boo Item Code COVER	k Company Name CASH SALES	Qty 1.00 U	UOM	Unit Price	DISC	SubTotal
ice History Price Date 12/09/2016 12/09/2016	Movement Price/C Doc No CS-00001 CS-00001	Qty Breakdown Price Boo Item Code COVER LCLIP	k Company Name CASH SALES CASH SALES	Qty 1.00 U 1.00 U	UOM JNIT JNIT	Unit Price 0.00 0.00	DISC	SubTotal
ice History Price Date 12/09/2016 12/09/2016 12/09/2016	e Movement Price/C Doc No CS-00001 CS-00001 CS-00001	Cover LCLIP P-N-7110	k Company Name CASH SALES CASH SALES CASH SALES	Qty 1.00 U 1.00 U 1.00 P	UOM JNIT JNIT PKG	Unit Price 0.00 0.00 1,500.00	DISC	SubTotal
ice History Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016	e Movement Price/(Doc No CS-00001 CS-00001 CS-00001 CS-00001	Item Code COVER COVER LCLIP P-N-7110 C-PRE-100	k Company Name CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES	Qty 1.00 U 1.00 U 1.00 P 1.00 U	UOM JNIT JNIT PKG JNIT	Unit Price 0.00 0.00 1,500.00 0.00	DISC	SubTotal
ice History Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016	e Movement Price/C Doc No CS-00001 CS-00001 CS-00001 CS-00001 IV-00007	Otype Price Boo Item Code COVER LCLIP P-N-7110 C-PRE-100 M-R-GP300	k Company Name CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD	Qty 1.00 U 1.00 U 1.00 P 1.00 U 1,000.00 U	UOM JNIT JNIT PKG JNIT JNIT	Unit Price 0.00 0.00 1,500.00 0.00 5.00	DISC	SubTotal 1,50
ice History Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 25/10/2016	Movement Price/K Doc No CS-00001 CS-00001 CS-00001 CS-00001 CS-00001 IV-00007 IV-00007	Rem Code Cover COVER LCLIP P-N-7110 C-PRE-100 M-R-GP300 N-3210	k CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD	Qty 1.00 U 1.00 U 1.00 V 1.00 U 1.00 U 1.00 U	UOM JNIT PKG JNIT JNIT JNIT	Unit Price 0.00 0.00 1,500.00 0.00 5.00 900.00	DISC	SubTotal 1,50
Instance Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 25/10/2016 25/10/2016 09/12/2016 09/12/2016	E Movement Price/c Doc No CS-00001 CS-00001 CS-00001 CS-00001 I N/00007 I/-00007 I/-00007 I/-00007	Reside the second sec	K Company Name CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD KITTY SECURITY SDN BHD	Qty 1.00 U 1.00 U 1.00 P 1.00 U 1.00 U 1,000.00 U 1.00 U 4.00 U	UOM JNIT JNIT PKG JNIT JNIT JNIT JNIT	Unit Price 0.00 1,500.00 5.00 900.00 150.00	DISC	SubTotal 1,50 5,00 90 61
Ce History Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 09/12/2016 09/12/2016	Movement Price/c Doc No CS-00001 CS-00001 CS-00001 CS-00001 CS-00001 IV-00007 V-00007 CS-00002 CS-00002	Residence Price Boo Item Code COVER LCLIP P-N-7110 C-PRE-100 M-R-GP300 N-8210 N-BAT M-R-CP300 M-R-GP300	k Company Name CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SON BHD AB ENTERPRISE SON BHD KITTY SECURITY SON BHD KITTY SON BHD	Qty 1.00 U 1.00 U 1.00 U 1.00 U 1.00 U 1.00 U 1.00 U 1.00 U 1.00 U	UOM UNIT PKG UNIT UNIT UNIT UNIT UNIT	Unit Price 0.00 1,500.00 0.00 5.00 900.00 150.00 1,000.00	DISC	SubTotal 1,50 5,00 91 6 6 10,00
History Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 25/10/2016 09/12/2016 09/12/2016 09/12/2016	Movement Price/C Doc No CS-00001 CS-00001 CS-00001 CS-00001 CS-00001 IV-00007 CS-00002 CS-00002 CS-00002	Zty Breakdown Price Boo COVER COVER LCLIP P-N-7110 C-PRE-100 M-R-G9300 N-3210 N-82T M-R-GP300 M-R-GP300	k Company Name CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD KITTY SECURITY SON BHD KITTY SECURITY SON BHD	Qty 1.00 U 1.00 U 1.00 U 1.00 U 1,000.0 U 1.00 U 4.00 U 10.00 U 10.00 U	UOM JNIT PKG JNIT JNIT JNIT JNIT JNIT JNIT	Unit Price 0.00 1,500.00 0.00 5.00 900.00 150.00 1,000.00 1,000.00	DISC	SubTotal 1,51 5,01 91 61 10,00 15,01
Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 09/12/2016 09/12/2016 09/12/2016 10/12/2016	Movement Price/f Doc No CS-00001 CS-00001 CS-00001 CS-00001 UN-00007 IV-00007 IV-00007 CS-00002 CS-00002 CS-00002 UN-00007 IV-00007 UN-00007	Rem Code Ttem Code COVER LCLIP P-N-7110 C-PRE-100 M-R-G9300 N-3210 N-BAT M-R-G9300 M-R-G9300 M-R-G9300 M-R-G9300 M-R-G9300	Company Name CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD KITTY SECURITY SON BHD AB ENTERPRISE SDN BHD	Qty 1.00 U 1.00 U	UOM JNIT YKG JNIT JNIT JNIT JNIT JNIT JNIT INIT	Unit Price 0.00 1,500.00 0.00 5.00 900.00 150.00 1,000.00 1,000.00 2.50	DISC	SubTotal 1,51 5,00 91 61 10,00 15,00
History Price Date 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 25/10/2016 09/12/2016 09/12/2016 17/12/2016 17/12/2016 17/12/2016	Movement Price/(Doc No CS-00001 CS-00001 CS-00001 CS-00001 IV-00007 IV-00007 CS-00002 CS-00002 CS-00002 CS-00008 IV-00008	Zty Breakdown Price Boo Item Code COVER LCLIP P-N-7110 C-PRE-100 M-R-GP300 M-R-GP300 M-3210 N-BAT M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300	Company Name CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD KITTY SECURITY SON BHD KITTY SECURITY SON BHD KITTY SECURITY SON BHD AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD	Qty 1.00 U 1.00 U	UOM JNIT PKG JNIT JNIT JNIT JNIT JNIT JNIT JNIT	Unit Price 0.00 1,500.00 0.00 5.00 900.00 150.00 1,000.00 2,50 500.00	DISC	SubTotal 1,50 5,00 66 10,00 15,00 25 55 55
Initial content Price 12/09/2016 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 09/12/2016 09/12/2016 09/12/2016 17/12/2016 17/12/2016 17/12/2016	e Movement Price/(Reakdown Price Boo Item Code COVER LCLIP P-N-7110 C-PRE-100 M-R-GP300 N-B310 N-B3210 N-B4T M-R-GP300 M-R-GP300 M-R-GP300 M-R-GP300 N-B410 M-R-GP300 N-R-GP300 M-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300 N-R-GP300	k Company Name CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SON BHD AB ENTERPRISE SON BHD KITTY SECURITY SON BHD KITTY SECURITY SON BHD KITTY SECURITY SON BHD AB ENTERPRISE SON BHD AB ENTERPRISE SON BHD AB ENTERPRISE SON BHD	Qty 1.00 U 1.00 U	UOM JNIT PKG JNIT JNIT JNIT JNIT JNIT JNIT JNIT JNIT	Unit Price 0.00 1,500.00 0.00 5.00 900.00 150.00 1,000.00 1,000.00 2.50 500.00 900.00	DISC	SubTotal 1,50 5,00 90 60 10,00 15,00 15,00 35 99 99
Internet Price 12/09/2016 12/09/2016 12/09/2016 12/09/2016 12/09/2016 12/09/2016 25/10/2016 09/12/2016 09/12/2016 17/12/2016 17/12/2016 17/12/2016 17/12/2016 17/12/2016	Novement Price/t Doc No CS-00001 CS-00001 CS-00001 CS-00001 CS-00001 IV-00007 IV-00007 IV-00007 CS-00002 CS-00002 CS-00002 CS-00002 IV-00008 IV-00008 IV-00008 IV-00008 IV-00008	Zty Breakdown Price Boo COVER COVER LCLIP P-N-7110 C-PRE-100 M-R-G9300 N-3210 N-3210 M-R-G9300 M-R-G9300 M-R-G9300 M-R-G9300 M-R-G9300 COMERCIAN STREAM COMERCIAN STREAM COMERCIAN STREAM	k Company Name CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES CASH SALES AB ENTERPRISE SDN BHD AB ENTERPRISE SDN BHD KITTY SECURITY SON BHD KITTY SECURITY SON BHD AB ENTERPRISE SDN BHD	Qty 1.00 U 1.00 U	UOM JNIT PKG JNIT JNIT JNIT JNIT JNIT JNIT JNIT JNIT	Unit Price 0.00 0.00 1,500.00 5.00 900.00 150.00 1,000.00 1,000.00 2.50 500.00 900.00 500.00	DISC	SubTotal 1,51 5,00 91 66 10,00 15,00 51 51 91 91 91 91 91 91 91 91 91 91 91 91 91

Step: Sales | Print Sales Price History.

Print Sales Profit and Loss by Document

This report can help you to view your item profit, you can check the price that you offer to customer is bring how much profit for you.

🕌 Sales Profit Loss By Document					- • ×
Delvery Order:	Customer:		Group By : Customer Date Date Document No Stock Group Item Code Type Agent Area Doc Project Item Project Company Categor Shipper Category		Δρρίγ
	,				Preview 🔻
Drag a column header here to group by that co	olumn or pressing CTRL key with dragged c	column to merge grouping	columns		^
Doc No Post Date	ItemCode	Item Cost	Local Item Sales	Item P/L	Item Margin
▶ IV-00002 19/01/2016	E-BAT	450.00	12,515.00	12,065.00	96.40
IV-00002 19/01/2016	N-3210	0.00	6,257.50	6,257.50	100.00
IV-00004 20/02/2016	N-8250	0.00	1,780.00	1,780.00	100.00
IV-00004 20/02/2016	N-8850	0.00	7,600.00	7,600.00	100.00
IV-00010 18/12/2016	ANT	1.50	2.50	1.00	40.00
IV-00006 21/02/2016	N-3350	0.00	360.00	360.00	100.00
Count = 20		1,538.50	66,223.00	64,684.50	97.68 🗸

Print Sales Analysis By Document

FAUNG TECK WAI

Count = 7

KITTY SECURITY SDN BHD

This report can help you to check total sales value, with this report you can easily know who is the Top 5 Customer / what is the Top 5 selling item.

Step: Sales | Print Sales Analysis By document.

ales Analysis By Document				
Date 01/01/2016 to 31/05/2017 Customer:	Quotation Sales Order Delivery Order Cash Sale Extra DO Credit Note Debit Note Quantity With Output Tax In Foreign Currency Include Zero Balance	Group/Sort By : Customer Stock Group Item Code Agent Area Doc Project Item Project Location Batch Currency Company Category Shipper Estenory	 1. Filter th want to ch view base quantity of 2. Group / you want 3. Apply. 	e document that you heck, and you can on amount / r BOTH. sort by the info that accordingly.
		<u>^</u>)	
Company Name		IV Value	CS Value	Total Value
A'BEST TELECOMMUNICATION PTE LTD		18,772.50		18,772.50
		9,382.50	2,307.5	11,690.00
AD ENTERPRISE SUN DRU		10,843.00	500.0	11,343.00
CASH SALES		5,225.00	1.555.0	6,780,00
FAUNG TECK WAI		5,225.00	5.0	5.00
KITTY SECURITY SDN BHD		16,000.00	25,600.0	41,600.00
Count = 7		66,335.60	29,967.5	96,303.10
Sales Analysis By Document				
Date 01/01/2016 \to	ation Group/Sort Order Custom exp Order Stock G ce Agent Tem Co DO DO DO Tem Pro t Note Coarbon int Coarbon Corrency de Zero Balance	By: ar or oup de Pect ject y y Category Ppty right cl select that yc	lick on total value then sort descending, after bu may preview report.	\$1 Sort Ascending \$1 Sort Descending Clear Sorting Soroup By This Field Image: Group By Box Image: Footer Group Footers Remove This Column
Category Tpl :				Field Chooser
- Company Name	T Make	cost-t-	Tabelitebra	🛱 Best Fit
A'BEST TELECOMMUNICATION PTE LTD	IV Value	3,772.50	rotal Value	18,7 Best Fit (all columns)
ALPHA & BETA COMPUTER	ç	9,382.50	2,307.50	11,6 🗭 Find Panel
AB ENTERPRISE SDN BHD	16	5,843.00	500.00	17,3 Filter Row
ai CASH SALES		112.60	1.555.00	6.7 Filter Box
FAUNG TECK WAT	-	1223.00	5.00	🗸 🗸 Quick Column Customization

16,000.00

66,335.60

5.00

25,600.00

29,967.50

41,6 🗸 Columns Auto Width

Find Text in Column

96,3

🖌 Hide Column On Grouping Cell Auto Height Find Text in Grid...

Da	ate	: From 01/01/2016 to 31/05/20	17			cha aco	ange the nu ordingly.	umber	2017 12:51:21
So Gr	ort By roup By	: Company : Company	Sales	Analysi As At 3	s by Do L/05/2017	cument			ADMIN
Te	esting Corr	npany ()							Page 1 of 1
Co	ode	Description			Invoice	Cash Sales	Credit Note	Debit Note	Total
30	00-K0001	KITTY SECURITY SDN BHD		RM	16,000.00	25,600.00			41,600.00
30	00-A0001	A'BEST TELECOMMUNICATE	ON PTE LTD	RM	18,772.50				18,772.50
30	00-A0003	AB ENTERPRISE SDN BHD		RM	16,843.00	500.00			17,343.00
			Grand Total Ar	nount (RM)	51,615.50	26,100.00	0.00	0.00	77,715.50
То	otal Record(s): 3							

Print Yearly Sales Analysis

This report you can view comparison monthly 12 months sales information. This report can advance drill down the information, you can just double click the value that you want to explore will do.

				Group By :									
Date 2 01/01/2016 ~ to 3	1/12/2016 V Ite	: 🗆 🔄	~	Item Code									
Customer:	~ Lo	cation:	~	Customer									
Agent:	✓ Ba'	tch:	~	Batch	0								
Area:	√ Ca	itegory:	~	Stock Group	0								
	×	tegory Tol :	~	Ageni									
			-	Doc Project									
Co. Category:		With Output Tax		Item Project									
Doc Project:	··· 🗋	In Foreign Currency		Currency									
Item Project:	v 🗆	Include Zero Balance		Company Ca	tegory								
Stk Group:		Amount Quan	tity	Shipper									
				Apply	r								
						*)					
Item Code	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Total Value
PANT	30.00	25.00									(2.50)	27.50	80.00
BOM											(20.00)	(00.40)	(20.00)
COVER	20.00								0.00		(100.00)	(23.10)	(3.10)
C-PRE-100	10,100.00	50.00							0.00		(100.00)		10,000.00
C-PRE-50		50.00										(220.00)	50.00
D-PRE-100		500.00	500.00									(230.98)	(230.98)
E-AIUI8S	12 515 00	500.00	500.00									500.00	1,500.00
E-DAT	12,515.00											(000.43)	(2 (47 04)
E-1105	2 200 00											(2,047.04)	(2,647.64)
LCI ID	2,200.00								0.00				2,200.00
M-PRF-120	1 200 00	120.00							0.00			120.00	1 440 00
M-R-GP300	2,200100	16 000 00								5 000 00		25 000 00	46,000,00
M-STV		10,000.00	2 988 00							5,000.00		25,000.00	2 988 00
N-3210	8.057.50	900.00	2,,,00,000							900.00		(254.90)	9,602,60
N-3350		360.00										(360.00
N-7110				1.388.00									1.388.00
N-8250		1,780.00											1,780.00
N-8850		7,600.00		7,600.00									15,200.00
N-BAT												600.00	600.00
P-N-7110									1,500.00				1,500.00
	34,122.50	27,335.00	3,488.00	8,988.00	0.00	0.00	0.00	0.00	1,500.00	5,900.00	(122.50)	22,282.25	103,493.25

Landing Cost

Landing Cost is to handle the cost to the warehouse that not bill by the same supplier. In others word, is the additional cost to increase your stock cost. This cost is depending on the company whether want to add in or not. For Instant, I buy the product from Supplier A, but ship by Transport company B, this transport charges you may enter at landing cost to increase your product cost.

Local Net Total: 1,949.00 Landing Cost 1: 1 => 200.00 + Deposit Amount: 0.00 + Landing Cost 2: 2 => 0.00 +			Net Total: 1,949.00
Deposit Amount: 0.00 ···· Landing Cost 2: 2 => 0.00 +	Local Net Total:	1,949.00	Landing Cost 1: 1 📻 200.00 🕞 🚺
	Deposit Amount:	0.00	Landing Cost 2: 2 - 0.00 +

- 1. Landing Cost 1 = Key your Landing Cost to this column.(This cost will not take into the account.)
- 2. Landing Cost 2 = If you have different calculation than Landing Cost 1, you may enter your value to this column.
- 3. Click on + Button to select the cost allocated.

Please choose your option: ×
Cost Allocated By:
O Quantity
O Smallest Quantity
OK Cancel

Cost Allocated By: SubTotal

28 Goods Received - - -More... Cancelled New **G/R** Note Supplier :-400-C0001 💌 G/R No : <<New>> CELCOM (M) COMMUNICATION BHD Next No : Attachments... Delete 33-37 MENARA CELCOM Address :-Date :-03/02/2015 -7 JALAN 89 🚽 Save 👻 Agent :-KAW PERUSAHAAN Terms :-45 Days -54098 SJ Cancel Ref 1 :-Description :- Goods Received Note... **•** ... Est No : + - 🕜 🔮 Browse Goods Received Matrix Item Item Code Description UOM U/Price L/Cost1 L/Cost2 Qty Sub Total Template... ► ANT ANTENNA 10.00 UNIT 5.00 50.00 5.13 0.00 1,899.00 194.87 0.00 IP6 I Phone 6 1.00 UNIT 1,899.00 D B 1.949.00 2 records 11.00 200.00 0.00 Net Total 1.949.00 Landing Cost 1: 200.00 + Local Net Total: 1,949.00 Deposit Amount: 0.00 ···· Landing Cost 2: 0.00 + Close

Formula: Item Subtotal / Document Subtotal * Landing Cost1

Item 1 = A/B * C

```
Landing Cost1 (D) = 50.00 / 1949.00 * 200 = 5.13
```

Item 2

Landing Cost1 (D) = 1899.00/1949.00 * 200 = **194.87**

Let me show you the Stock Card result:

4			Stock Ca	rd				- • ×
Date 🗹 01/02/2015 🗸	to 28/02/2015 v							
Stock Group:	✓ Batch:			×	Print Active Iten	n	Include Zero Ba	lance
Item: 🖌 ANT	✓ Catego	ry:		¥	In-Active Item		Calculate Serial	Number
Location:	✓ Catego	ry Tpl:		~	✓ Merge Same Co	st (FIFO Only)		
		(^				Apply
Stock Card Stock Card Stock	Card							x
								Preview 🗸
E Location	Sto	ckGroup			ItemCod	e		Batch
)	ACC		A	ANT				
				1				
I Post Date Doc No	Doc Description	U. Cost	U. Price	Qty In	Qty Out	Bal Qty	Cost	
• 01/02/2015	(Balance b/d)					39.00	75.00	
03/02/2015 GR-00046	CELCOM (M) COM	5.51	0.00	10.00	0.00	49.00	130.13	
2 trans(s)				10.00	0.00			

How to get unit cost = 5.51?

Formula: Product Unit Cost + Item Landingcost1/Item Qty

5 + (5.13/10) = 5.51

Cost Allocated by: Qty



Formula: Item Qty / Document Qty * Landing Cost1

				Goods Re	eceived				
More				G/1	R Note		Ca	ancelled	New
:	Supplier :-	400-C0001 🔻				(G/R No: GR	2-00046	Edit
Att		CELCOM (M) COMMUNICATION	BHD				Next No :- GR	L-00047 🗨	Delata
achn	Address :-	33-37 MENARA CELCOM					Date:- 03	3/02/2015 💌	Delete
nent		AW PERUSAHAAN					Agent :	- 🔽	<u> Save</u> ▼
S		54098 SJ					Terms :- 45	Days 🔻	Cancel
z	Description :- 1	Goods Received				~	Ref 1 :-		
ote	+ = 🕥 (•				(Ext. No :-)	Refresh
·	Goods Receiv	ed Matrix							Browse
[tem]	Item Cod	e Description	Qty	UOM	U/Price	Sub Total	L/Cost1	L/Cost2	>
Tem	► ANT	ANTENNA	10.00	UNIT	5.00	50.00	181.82	0.00	
olate	IP6	I Phone 6	1.00	UNIT	1,899.00	1,899.00	18.18	0.00	
:	2 records		11.00			1 949 00	200.00	0.00	J
	Zrecords		11.00			1,949.00	200.00	0.00	
						Net Tol	al:	1,949.00	
	Local Net To	tal: 1,949.00				Landing Cos	t1:	200.00 +	
	Deposit Amo	unt: 0.00 ···				Landing Cos	t 2:	0.00 +	Close

Item 1: 10/11 * 200 = **181.81** Item 2: 1/11 * 200 = **18.18**

Stock Card Report for Item 1: Ant unit cost will be 23.18, how to get 23.18 ? Unit Cost + (Landing Cost1/ Qty) = 5 + (181.82/10) = 23.18

Item 2: IP6 Unit Cost will be 1917.18 Unit Cost + (Landing Cost1/ Qty) = 1899 + (18.18/1) = **1917.18**

Cost Allocated by: Smallest Qty

Please choose your option: ×
Cost Allocated By: SubTotal Quantity
Smallest Quantity
OK Cancel

Formula: Item Qty * Rate/ Sum(Qty * Rate) * Landing Cost1

<u>111</u>				(Goods Received				c	
More		_			G/R Not	e		C	Cancelled 🗌	New
Attachments Note	Supplier :- Address :- Description :- Coods Rece	400-C0001 V CELCOM (M) COMMUNICATION B 33-37 MENARA CELCOM 7 JALAN 89 KAW PERUSAHAAN 54098 SJ Goods Received	HD				v	G/R No :- G Next No :- G Date :- 0 Agent : Terms :- 4 Ref 1 : Ext. No :	R-00046 R-00047 3/02/2015 5 Days	Edit Delete Save V Cancel Refresh Browse
tem	Item Co	de Description	Qty	UOM	Rate	U/Price	Sub Total	L/Cost1	L/Cost2	>
- m	♦ ANT	ANTENNA	10.00	CARTOON	12.00	30.00	300.00	198.35	0.00	
blate	IP6	I Phone 6	1.00	JNIT	1.00	1,899.00	1,899.00	1.65	0.00	
:			А		В					J
	2 records	5	11.00				2,199.00	200.00	0.00	
							Net To	otal:	2,199.00	
	Local Net 1	fotal: 2,199.00					Landing Co	ost 1:	200.00	
	Deposit Am	ount: 0.00 ···					Landing Co	ost 2:	0.00 +	Close

Item 1: 10 * 12 = 120/121 = **198.35**

Item 2: 1*1 = 1/121 = 1.65

Stock Card Report for

Item 1: Unit cost for Ant = [Unit Price + (Item Landing Cost1/Item Qty)] / ItemRate= <math>[30 + (198.35/10)]/12 = 4.15

Item 2: Unit Cost for **IP6** = [Unit Price + (Item Landing Cost1/Item Qty)] / ItemRate = 1899 + 1.65 = **1900.65**

Maintain Item Template

1. It is usually use for a set or package items.

2. It can be create a template consists of the item selected and use in Sales/Purchase/Stock documents.

Step 1: Click on Maintain Item Template | New.



Field Name	Explanation & Properties
Code	 Input the new Item Template code. Field type : Alphanumerical Length : 20
Description	 Input the Item Template description. Field type : Alphanumerical Length : 200
Description 2	 Input the Item Template description 2. Field type : Alphanumerical Length : 200
Reference Price	 Input the Reference Selling Price. Field type : Float
Item Template	 Insert the items details.
Matrix	 To load the Matrix profile. It is require Stock Matrix module.

Step 2: For example at the Sales Invoice, click on Item Template (Left Side Bar).Step 3: Double click on the Item Template.

	nvoice				
More	Item Template	-[2]	Invoice	Cancelled	New
e :	■ Code Descrip Ref Price	Multiply		Inv No : < <new>></new>	Edit
A	Click here to define a filter			Next No :- IV-00112 -	Delete
tach	PACKAGE-A PACKA 1500	1		Date :- 15/02/2016 -	Save -
ments.				Terms: 45 Days	Cancel
:			• •••	Ext. No. :-	Refrech
Note				1	Browse
Item Template			<no data="" display="" to=""></no>		
			N	et Total: 0.00	Close

Step 4: List of items updated into the Sales Invoice detail.

			💒 M	laintain Item Tem	plate				
			Attachments	Code: Description:	tem Template- PACKAGE-A PACKAGE A			Active	<u>N</u> ew Edit Delete
				Item Template Ma	זיא	Ref	erence Price:	1,500.00	Gancel
				Item Code	Description	Qty UOM	U/Pri Disco	Sub Total	Refresh
i in	Invoice			N-5130 COVER D 895 100	NOKIA 5130 HANDPHONE COVER	1.00 UNIT	1,000.00	1,000.00	Browse
More	Customer: 300-A0002 -	Invoice		E-BAT	ERICSSON BATTERY	1.00 UNIT	150.00	150.00	
Attachments	ALPHA & BETA COMPUTER Address :- 838 JALAN WORLD 40485 RAWANG SELANGOR DE								
Note	Profit Estimator Invoice Matrix					4.00		1,260.00	Close
. Ite	Item Code Description More D	e Qty U U/Pr Sub 1	Total F 00.00 SR	T Ta Tax Am 6% 60.00	Local T Sub Tot 60.00 1.060.00		с.		
m Tem	COVER HANDPHONE COVER	1.00 U 10.00	10.00 SR	6% 0.60	0.60 10.60	>			
plate	E-BAT ERICSSON BATTERY	1.00 U 150.00 1	50.00 SR	6% 9.00	9.00 159.00				
	- 17					L.			
	4 records Deposit Amount: 0.00 ····	4.00 1,25	60.00	75.60	75.60 1,335.60				
	Local Net Total: 1,335.60			Net Total:	1,335.60	Close			

Maintain Stock Price Tag

This module mainly to set different pricing groups from different customer and supplier, normally is use to set different customer category with different pricing. In order to do individual customer then you can group your customer into different price groups.

Step 1: Click on Stock | Maintain Stock Price Tag.



*	Maintain Stock Price Tag		
- Maintai	in Stock Price Tag -		<u>N</u> ew
Code : R	SELLER		<u>E</u> dit
Description: RE	SELLER		<u>D</u> elete
			<u>S</u> ave •
		>	<u>C</u> ancel
	Step 2		Refresh
			Browse
Price Tag	Maintain Stock Price Tag Description		
	Click here to define a filter	Edit	
DEALER	DEALER DENANC END LISED	Eur.	
PJ-E	PJ END USER	Delete	
RESELLER		Save -	
SG-E	SINGAPORE END USER	<u>C</u> ancel	
		Refresh	
		De <u>t</u> ail	
6 price tags		Close	

Step 2: Create category of the customer that you want.

Step 3: After created the category of the customer at maintain stock price tag then click **on Customer** | **Maintain Customer** | **Edit the Price Tag and assign accordingly.**

<u>8</u>			Ma	intain Cust	tomer		
Atta	- Maintain Custo	omer -					New
dhn							
lents	Company: KITTY SECORI	I Y SDN BHD			Code	Description	
Ĩ					DEALER	DEALER	
	Control A/C: 30	• 000-000	Code: 300-K0001	ust. Category	P-E	PENANG END USER	
					PJ-E	PJ END USER	
	General Credit Control Note	Tax more	2		RESELLER	RESELLER	
		Branch Name	RTUTNO		S-End User	SARAWAK END USER	
	Branch: 🕈 =	Address	NO 294 MOUSE DO/		SG-E	SINGAPORE END USER	
	BILLING	Address.		í	-		
					-	Chun 2	
			34657 WILD WURLD	<u> </u>		Step 5	
			WILD PLANET				
		Attention:	MS PURR / MS KITTEN				
	1 hans bee	Phone:	9485-9884-8474	Fax			
	Torancies						
		Email:		F			
	Area: WW 💌 …	Credit Terms:	60 Davs 💌 …	Statement	6		
	Agent HALIM V			Aging On:		Fetch A	ll A A=a New
	Agence internet			Price Tag			
	Currency:			Thice ray.			
							Close

Step 4: Click into Stock | Maintain Stock Item | Edit and click in the Cust Price Tag then assign accordingly.

	Maintain Item		
Atta	Maintain Stock Item		New
dhmer	Code: STK1 Serial No. 🗸 Stock Cor	ntrol 🔽 Active	Edit
ıts	Description: STK1		Delete
)	<mark>] _</mark> ave ▼
	Item Group: ACC Reorder Level: 10.00 Remark 1:		Cancel
	Base UOM UNIT Reorder Qty: 15.00 Remark 2:		Refresh
	Ref. Cost: 100.00 Lead Time: 0 🗘 Barcode:		Browse
	Ref. Price: 150.00 Output Tax:		
	Shelt: Input Iax: 🔽 Bal Qty : 100.00		
	UOM Cust. Price Supp. Price BOM More Desc. Opn Bal. Category Alternative Cust. Item Supp. Item Barcode Note		
	Please set your multiple level of Selling Price here (by qty,	UOM & customer)	
	Price Tag Company Qty UOM Unit Price Discount Note Date From	n Date To	
	* 300-A0003 5.00 UNIT 200.00 10% a	30/11/2015	
			Close

Step 5: **Repeat** the same step on Supplier if you want apply on the **Supplier Price.**

No.	Bank	File Format	Intrabank Transfer	Interbank Transfer
1	Alliance Bank	BizSmart Bulk Payment	Y	Y
2	AmBank	Upload P2	Y	Y
3	Bank Simpanan Nasional	AutoCredit	Y	-
4	CIMB Bank	Bulk Payment	Y	Y
5	Citibank	CitiDirect	Y	Y
6	HSBC	SBC HUB ACH		Y
	h	HVP	Y	Y
7	Maybank	Ancillary Pay	Y	Y
	1	AutoCredit System	Y	Y
8	OCBC Bank	Easi-GIRO	Y	Y
9	Public Bank	Electronic Credit Payment	Y	Y
10	RHB Bank	AutoCredit System	Y	-
		Reflex (20.3.4.2 RHB Account Excel File Format)	Y	-
11	UOB	IBG Bulk Payment Services	Y	Y
		IBG Notification	Y	Y

Bank Credit - Supplier Payment IBG The following shows list of banks file format that are currently supported.

Step	1: Tools	Maintain	Payment	Method	Edit	Click on the	e Bank Info.
------	----------	----------	---------	--------	------	--------------	--------------

M			
- Maintain Pa	ayment Method		New
Matha	310-007	TRC	Edit
louma	BANK	100	Delete
Currency	V		Save
Overdraft Limi	0.00		> Cancel
Bank Charge Acc	× 🔹 🗸		Refresh
OR Number Se	×		Browse
PV Number Se	~	Bank Info.	
T Y Humber Se			d

Step 2: Choose a Bank.

		Bank Informati	ion		×
Bank Please o	hoose a bank				
				ОК	Cancel

Step 3: Click Ok.

Select I	Bank	×
AmBank (M) Berhad Bank Simpanan Nasional Berhad CIMB Bank Berhad Citibank Berhad HSBC Bank Malaysia Berhad Malayan Banking Berhad Alliance Bank Malaysia Berhad OCBC Bank (Malaysia) Berhad Public Bank Berhad RHB Bank Berhad		
united Overseas barik (Malaysia) ond	ОК	Cancel

Step 4: The bank you've choose may have more than one file format, please ensure you've chosen the right file format.

			Bank Information	×
Bank United Ove	erseas Bank (Malaysia) 6 Bulk Payment	Bhd	•••	
Company ID Account No.			Provided by bank.	
Transaction Code	Remittance Credit	~	receiving A/C's bank's statement.	
			OK Cano	el

Step 5: Enter bank information | Click OK button | Save.

		Bank Information	×
Bank United Ove	erseas Bank (Malaysia) Bhd		
File Format IBC	G Bulk Payment 🗸 🗸		
Company ID	AAA	Provided by bank.	
Account No.	12345678901		
Account Name	AAA	This corporation name is printed in the UOB group receiving A/C's bank's statement.	
Transaction Code	Remittance Credit 🛛 🗸		
			_
		OK Cancel	

Supplier Bank Account

Step 1: Add Bank Account and Save.

			Maintain Suppl	ier		8	
	- Maintai	n Supplier -					New
	Company:	TEST					Edit
							Delet
		Control A/C: 400-000) Code: 400-T0	001 Supp. Ca	ategory:	• •••	Sav
G	eneral Note	Tax Bank Accou	nt				Cance
							Refres
1	Bank	Account No.	Account Name	ID Type	ID	Active	Brows
			and a state of the	the second s	the second se		

Supplier Payment Method

Step 1: Select Supplier Bank from drop down list.

				Supplier Paym	ent Entry			G	
1	Supplier Co Project :	de: 400	-T0001 V	Supplier Bank: CIMB Bank 🛛 👻		Currenc	y:		New Edit
ſ	Supplie	r Pav	ment		P/	V No: P	V-00057		Delete
Т	Cancelled	_			Nex	ct No : P	V-00062	•	Save -
					Da	te: 1	2/02/2014	•	Cancel
					Age	ent: -	[•	20100
	Pay to :	TEST			Are	a: -	[-	Refresh
	Payment By :	IBG		•	Pai	d Amount :	2,000.	00	Browse
	Bank Charge		0	.00					n i
	Cheque No :								
1	Description	Paym	ent For Account		v ··· Una	pplied Amt:	700	.00	
		_	K	nock-off Invoices	/ Debit Notes				>
	Knock Off Gri	1							
	≣ Ту	Date	Post Date	Doc No.	Amount	Outstanding	Pay		
	▶PI 12/0	2/2014	12/02/2014	PI-00029	1,000.00	0.00	1,000.00	-	
	an inter	12014	12/02/2014	PT-00030	2 000 00	1 700 00	300.00	1	

Step 2: Choose the payment method that contains bank information then Save.

				Supplier Payr	nent Entry			C	
Suppli Projec	er Code: t :	400-T000	1 🔹	Supplier Bank: CIMB Bank 💌]	Currency:			New Edit
Sup	plier P	avme	nt		РА	VNo: PV-	00057		Delet
Cancel	led 🗌				Nex	ct No : PV-	00062 [•	Sav
					Dat	te: 12,	/02/2014	•	Canc
Pay to : TEST						a:		•	Refre
Payment By : IBG 🗨						d Amount :	2,000.	.00	Brows
Bank Charge : 0.00 Cheque No :									
Descri	ption:	Payment Fo	r Account		👻 🚥 Unaj	pplied Amt:	700	0.00	
Knock (Off Grid		K	nock-off Invoice	s / Debit Notes				>
≣ Ту	Dat	e	Post Date	Doc No.	Amount	Outstanding	Pay		
▶ PI	12/02/20	14 12/	02/2014	PI-00029	1,000.00	0.00	1,000.00	-	
PT	12/02/20	14 12/	02/2014	PT-00030	2,000,00	1,700,00	300.00		

Print Supplier Document (Interbank GIRO) Listing

Step 1: Click on the Giro button.

8		Su	pplier Docume	nt Listing				- •
Document Ty Payment Me Date Payment:	vpe : Supplier Pa thod:	yment Listing v 07 v to 12/31/2014 v v d Documents Jnapplied Amt Only	Supplier:		Group D D D S S S A A A C C C C C C C C C C C C C C	Sort By: ate bocument No upplier Code upplier Name gent ea arrency boc Project ayment Method appany Category Apply	© ©	Giro
Drag a column	header here to g	roup by that column	ny Name	Currency	Amount	Unapplied A	Cance	KnockOff Amt
▶ 03/10/2014	PV-00052	DIGI COMMUNICATI	ON BHD		1,234.56	1,234.56		0.00
03/10/2014	PV-00053	LION HPHONE ACCE	SSORIES SDN BHD		1,234.56	1,234.56		0.00
11/30/2014	PV-00059	Supplier A			3,000.00	2,220.00		780.00
12/02/2014	PV-00057	TEST			2,000.00	700.00		1,300.00
12/02/2014	PV-00058	TEST			800.00	800.00		0.00

Step 2: Enter additional information and click on Save.

Seq No 1 User can submit a total of up to 99 payment and collection instruction files per day. Value Date 12/22/2014 The date when payments or collections are effected. Save To C:\Users\Tony\Desktop			UOB Bank
Value Date 12/22/2014 V The date when payments or collections are effected. Save To C:\Users\Tony\Desktop	Seq No	1	User can submit a total of up to 99 payment and collection instruction files per day.
Save To C:\Users\Tony\Desktop	Value Date	12/22/2014 🗸	The date when payments or collections are effected.
Save To C:\Users\Tony\Desktop			
Save To C:\Users\Tony\Desktop	0		
	Save To	:: \Users \Tony \Deskto	pp

Step 3: You can now upload bank instruction file to bank host.