

Accounts Module

This Software is especially Designed & Developed to maintain Accounts Data electronically.

The Main Features of this application are:

- ❖ Creation of Head of Accounts
- ❖ Posting of Receipt and Payment Vouchers
- ❖ Generation of various Reports

Create User:

Admin can create the New Users by giving new User **ID**,

Password and **Account ID**. After Successful creation of the New User admin can issue the New User ID and Password to particular user, by using these details user can access the application.

Change Password:

By using this option user can Change the password by user, who was logged in to the application. In which user can reset his/her new password by giving old and new passwords.

Select Financial Year:

By using this option user can Select Financial Year for which particular financial year user is doing transaction like 2012-2013, 213-2014 etc.

Update Opening Balances

By using this option user can update the opening balances under each account wise based on financial year.

Lock Database:

By using this option user can lock the data-base by specifying lock date. After locking the database user cannot perform any transactions on database below specified lock date.

Masters:

Account Details:

By using this option user can create different accounts details maintained by the Organization.

Expenditure Details:

By using this option user can create expenditure.

Receipts Heads:

By using this option user can create receipt Heads.

Payment Heads:

By using this option user can create Payment Heads.

Receipts Entry:

User can enter Receipt Voucher details by entering the Voucher No, Voucher date, amount, Voucher Narration, Receipt Head, DD No, Bank Name and Branch etc., after submitting the data system will generate one Transaction ID.

By using this Transaction ID user can modify or delete the Receipt Voucher.

Payment Entry:

User can enter Payment Voucher details by entering the following fields like Voucher No. Voucher date, amount, Voucher Narration, Expenditure Head, Payment Head, Receipt Head etc., after submitting the data system will generate one Transaction ID.

By using this Transaction ID user can modify or delete the Payment Voucher.

Journal Entry:

User can make adjustment entries under various head of accounts.

Cheque Printing:

User can generate and print Cheques by specifying Payment Voucher Transaction ID, Cheque No, Cheque Date, and Cheque in favour of. Here user can also prepare single Cheque for multiple Payment Vouchers.

Playbill Data transfer:

With this option we can transfer the Pay bill data to generate Salary Vouchers

Reports

The following reports will be generated from the application

- Cash Book Month & Year Wise
 - Receipt & Payment
 - Cheque Details
 - Head wise Payments and Receipt
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