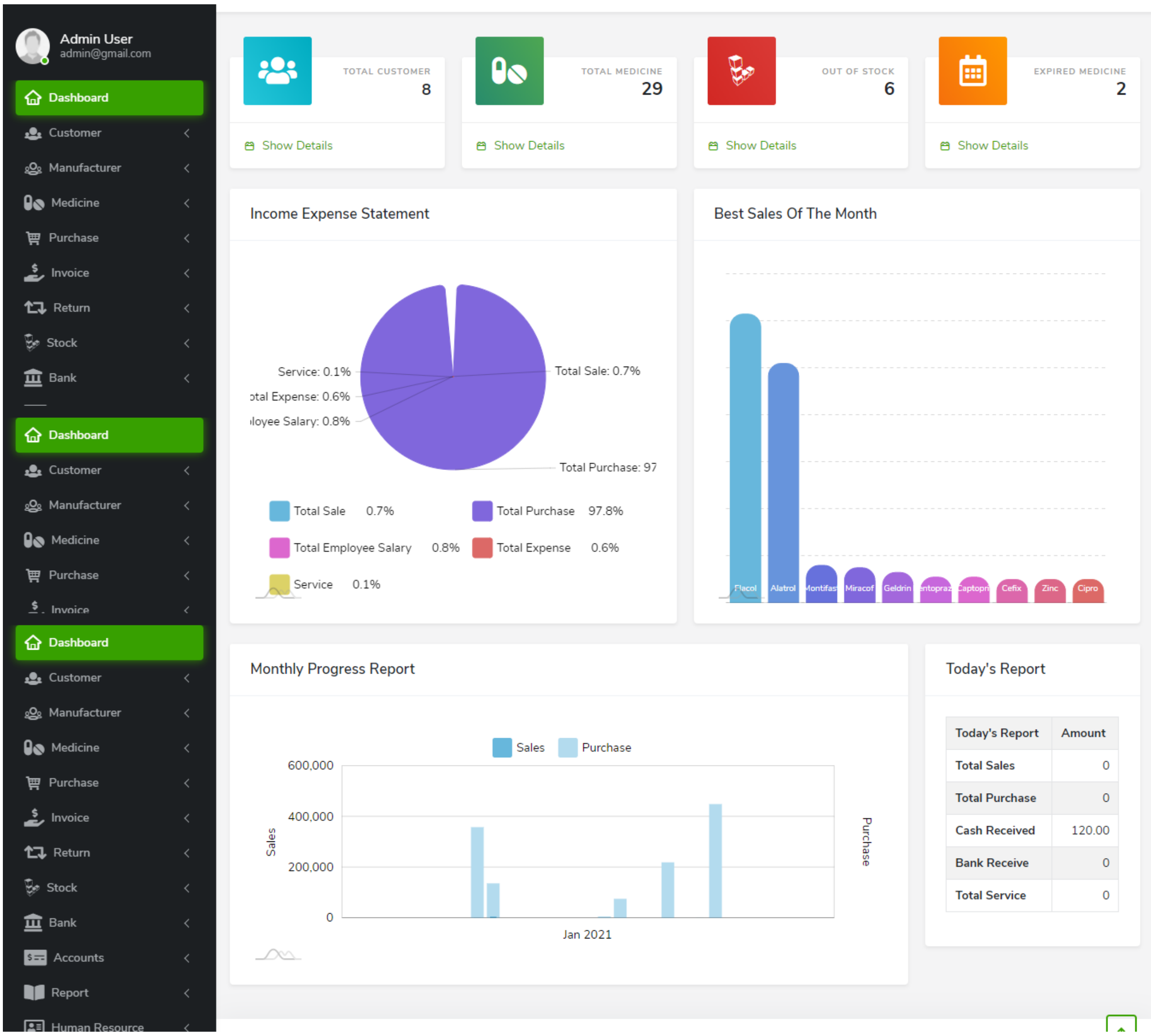
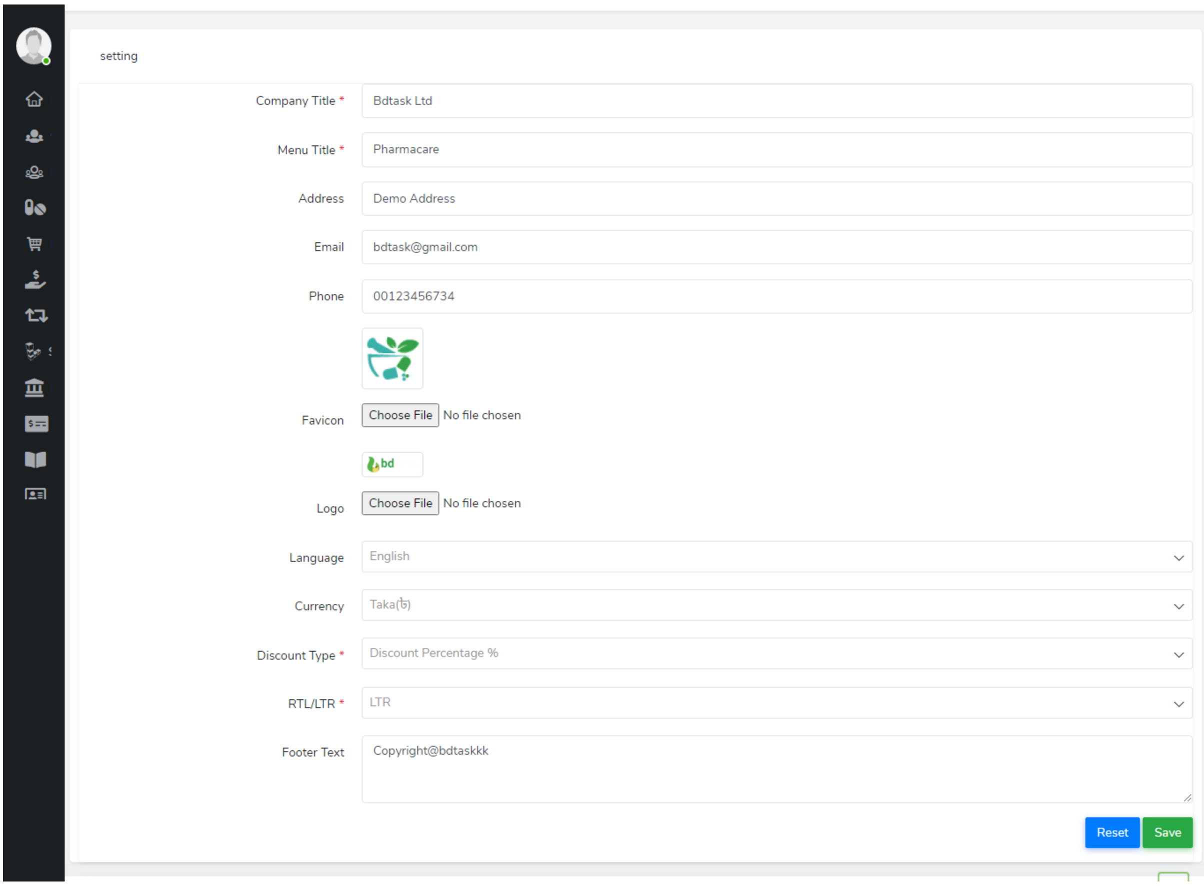
Dashboard

After login, at first you will find the Dashboard where you can find the overview of your business. all the sell and purchase data will be shown in the dashboard. The monthly progress report, today's report, best sales of the month will be shown in this dashboard.



Application Settings

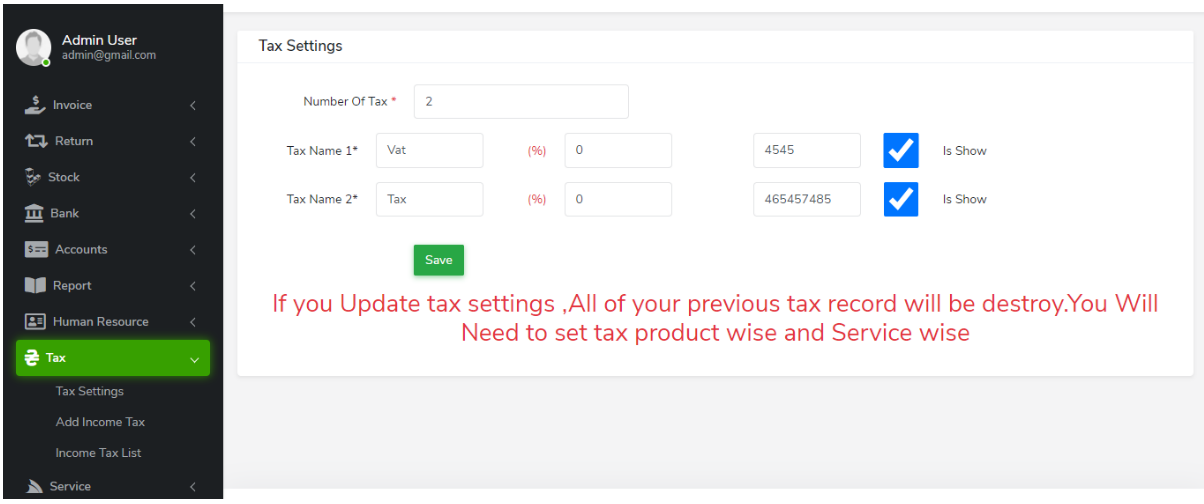
After login, first thing you have to do is Settings. To do the setting of you application, just go to Setting. In this module you will get all the Settings for your application where you can set your company title, menu title, language, discount type, currency, timezone etc.



Tax Setting

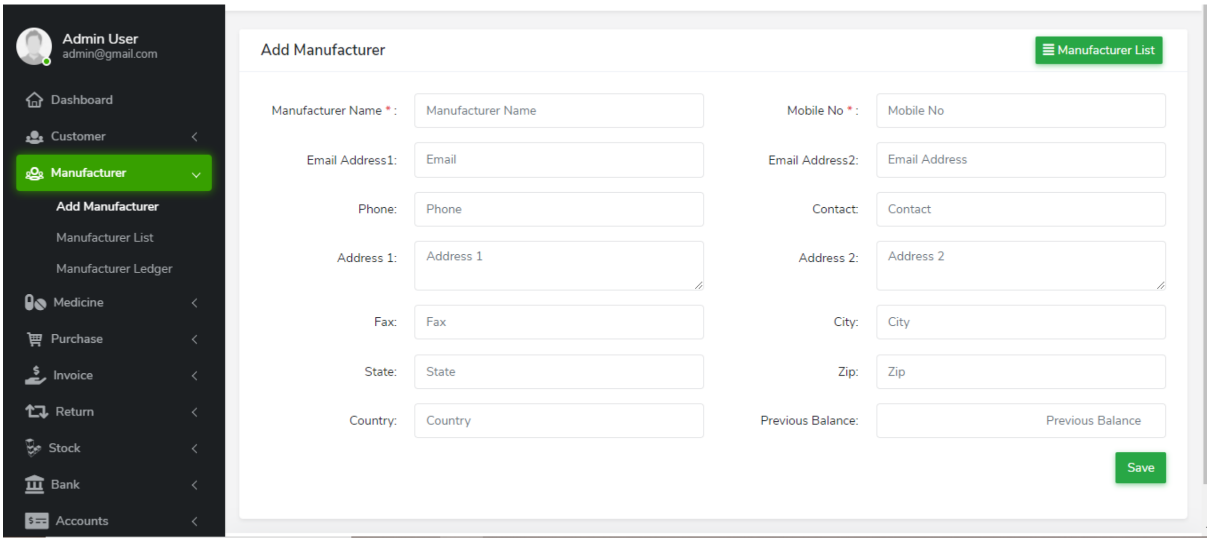
In Tax setting you can set your product tax which will automatically calculate and show in the invoice.

N.B: If you update tax setting in the running process then all of your previous tax records will be destroyed)



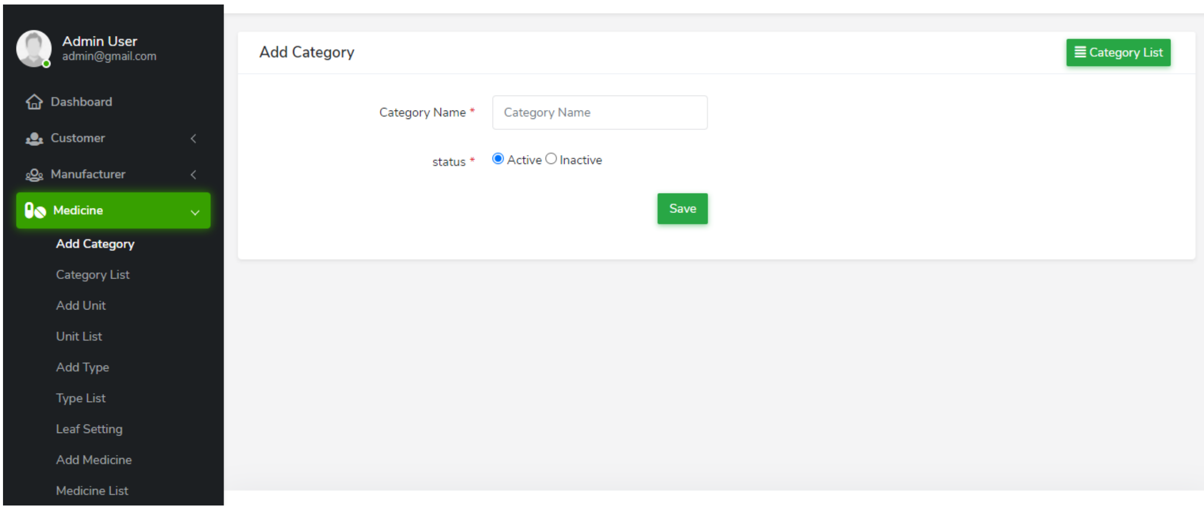
Add manufacturer

Now go to Add manufacturer. Here you can add manufacturer name, phone number, email address and other necessary information of the manufacturer.



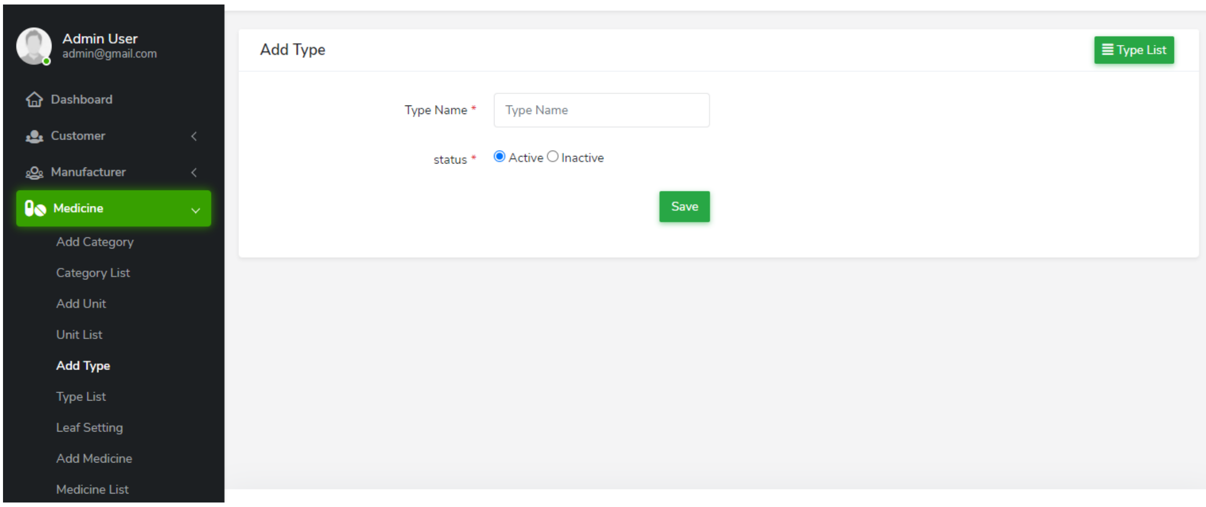
Add category

You can add different category name of the medicines in add category module.



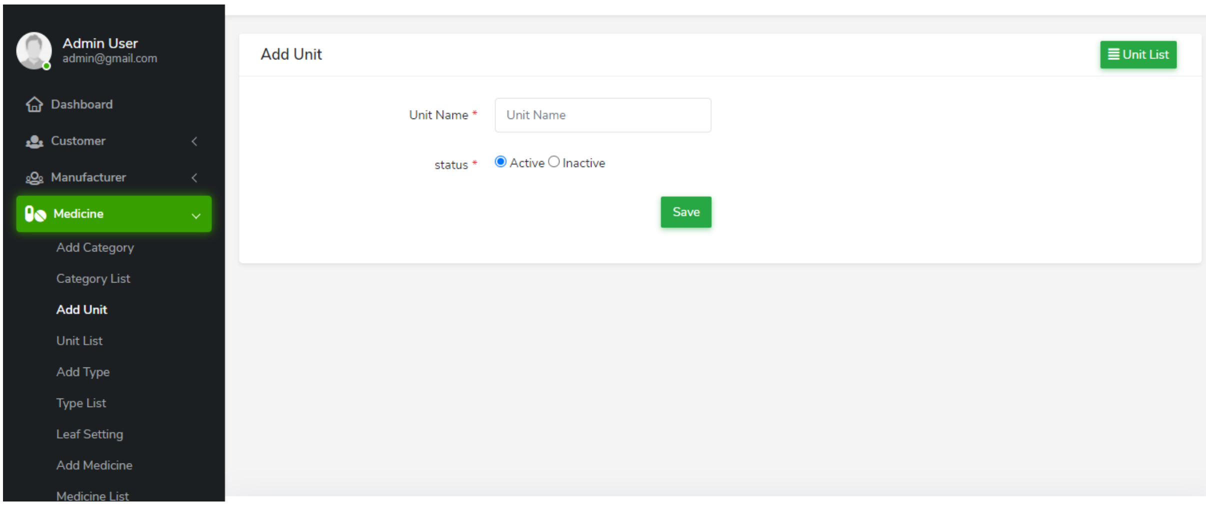
Add Type

If your store has different types of medicine you can add those type names of the medicines in add type module.



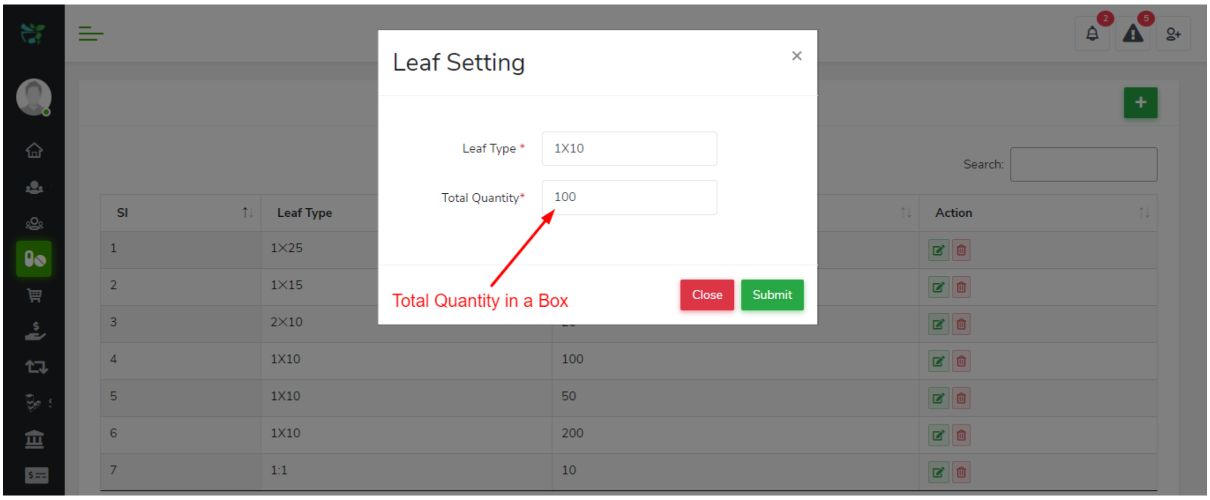
Add Unit

You can add different unit name of the medicines in add unit module.



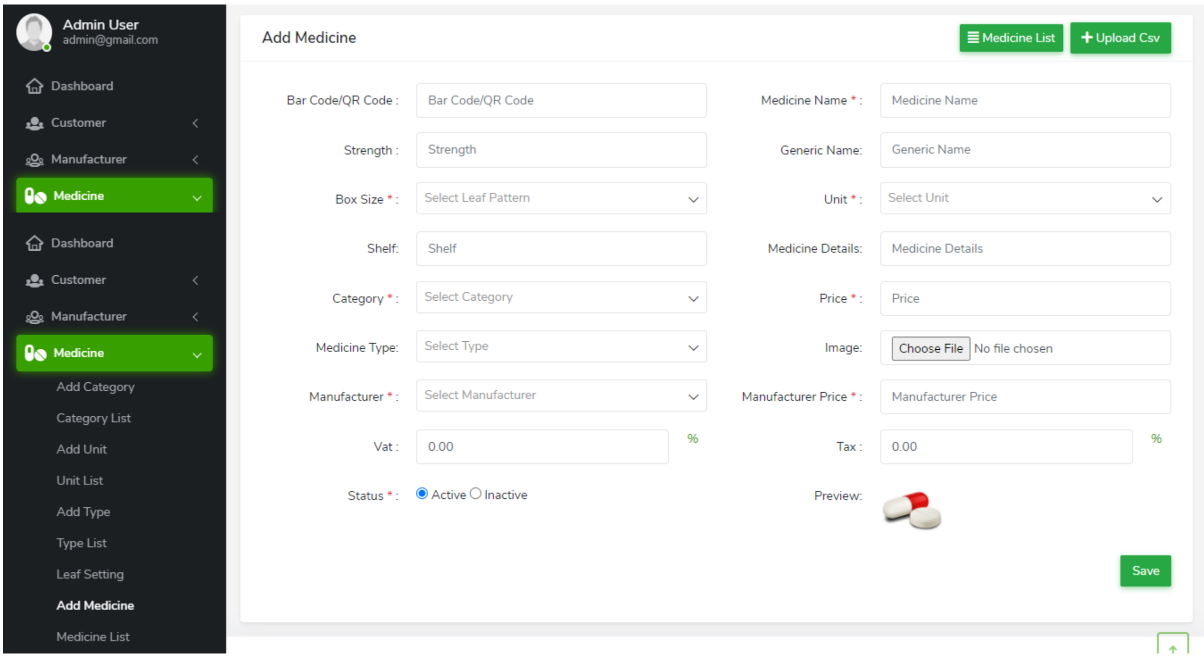
Leaf Setting

You have to set the leaf setting and total quantity of medicines in a box in this module. To add a new leaf setting click on the plus button on the top right corner of the page. When you will purchase any medicine you can select the leaf setting according to this setting. The unit price will automatically be calculated considering this leaf setting's total quantity. To get more details check the demo of Pharmacare or contact our support.



Add Medicine

You will add name of the medicines in add medicine module. All the information of a medicine such as category, unit, box size, manufacturer price, sale price can be defined here. Adding all the informations just press save button. All the medicines will be added to the medicine list.



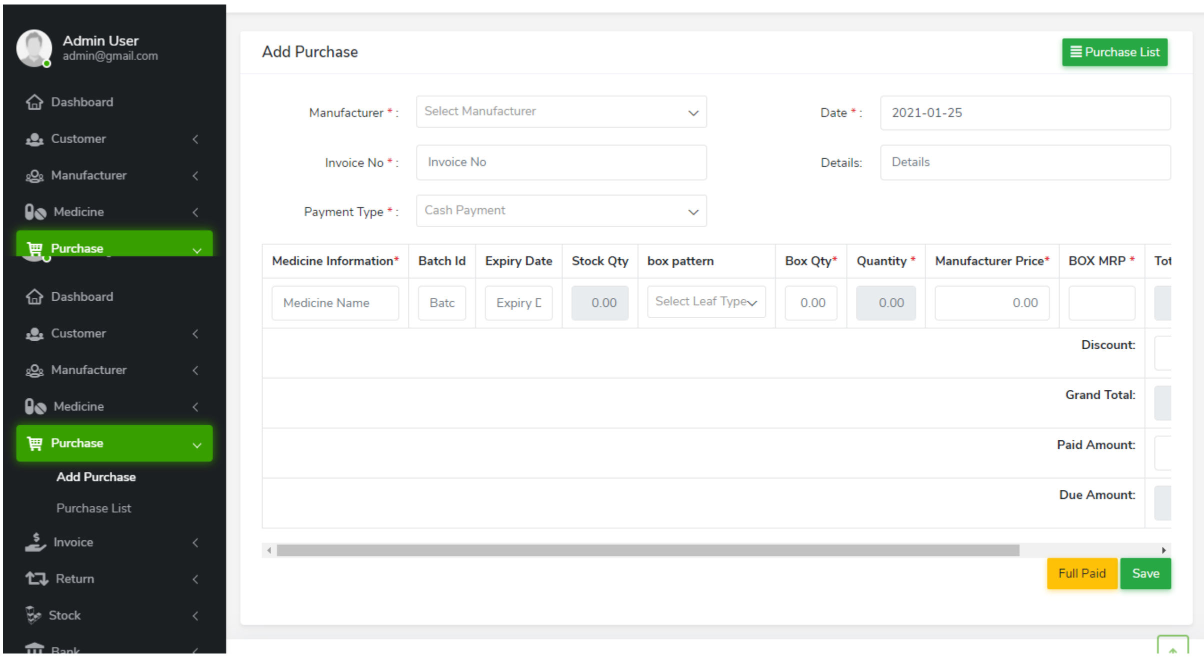
Bulk upload Medicine By CSV file

To upload medicine by CSV file you have to go to the “Add Medicine” page.Then click on the top right side“Upload Csv” button.First download the sample file,in this sample file you have to insert the data .Only required fields data are shown in the sample file, other fields are not necessary to insert to run further process. Please insert data in all the fields in the sample file, otherwise the CSV will not upload successfully You can add new medicines in this sample file with existing manufacturers in your system or you can add new manufacturers for new medicines as well.

[Note: You don’t need to add manufacturers separately in the system. You can add manufacturers in Csv file with medicine upload]

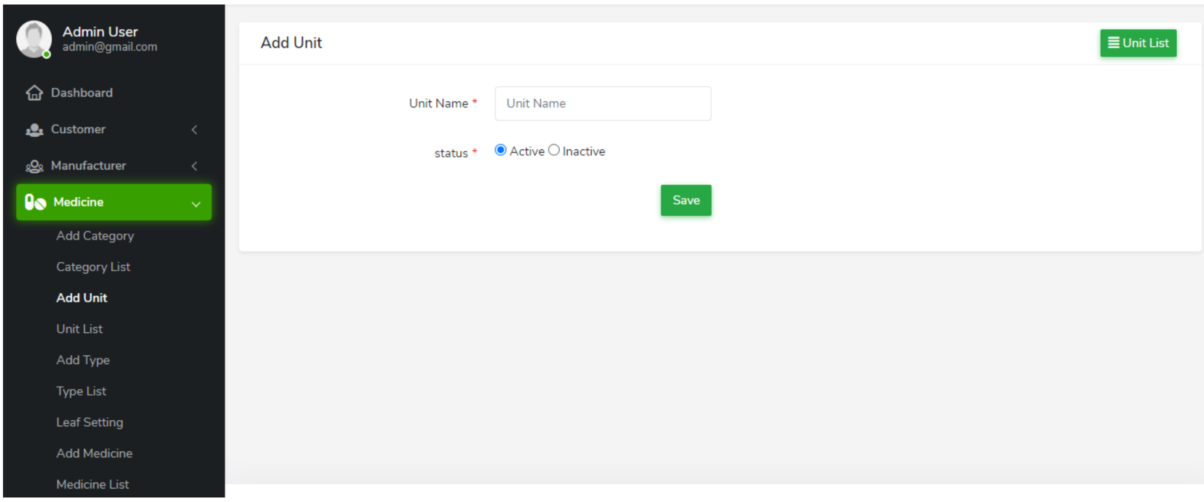
Add Purchase

Now you can purchase medicines from manufacturer. Go to add purchase, select manufacturer, input an invoice number, select payment type, add medicine name, give a batch ID, expire date, leaf pattern and medicine quantity and save. The manufacturer price, Box MRP and total sale price will automatically update. If manufacturer gives any discount you can add that here.



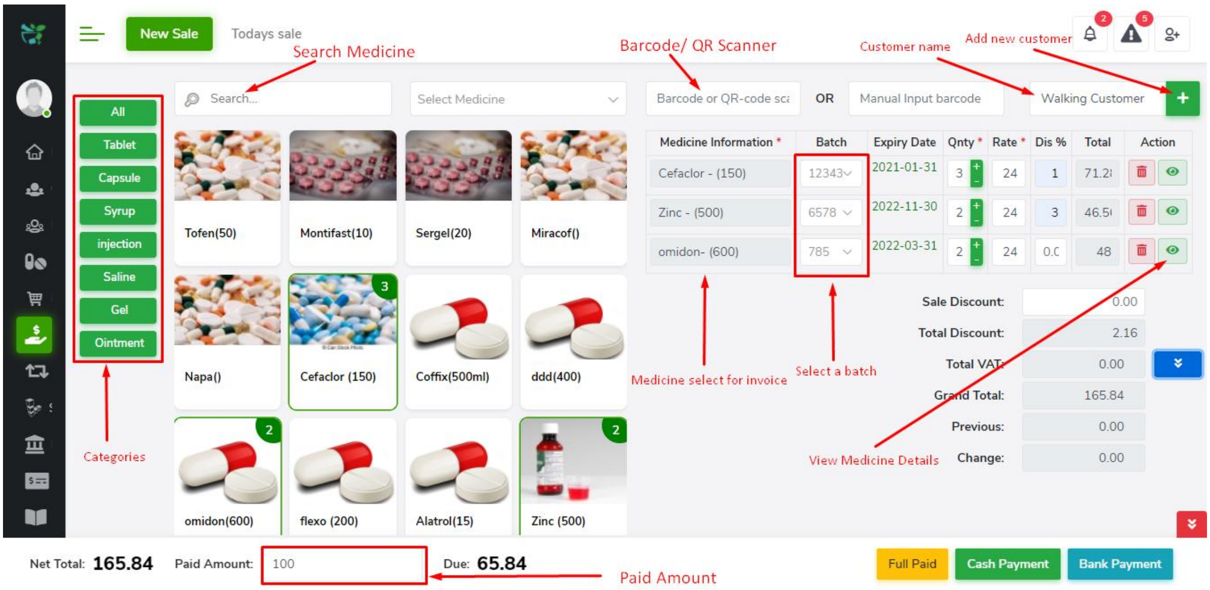
Add Customer

You can add customers in add customer module. Necessary informations such as name, phone no, address, email address can be added here. But is this system there is a defualt customer named walking customer. For quick sale you can select walking customer.



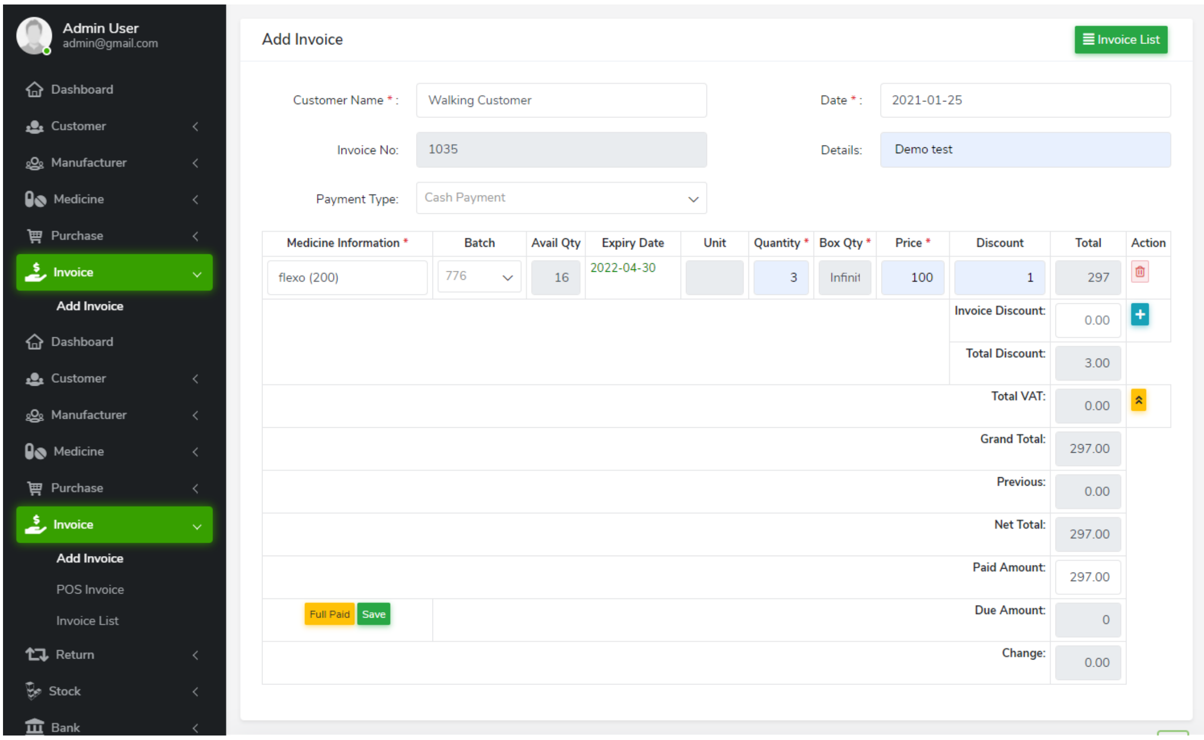
Pos invoice

You can sell your medicines with POS Invoice. There is a search option for medicine search. You can also select the categories from the leftside bars and select medicines from there. Select batch id and medicine quantity for sale. When you will select the batch ID of a medicine you can see the expire date of the medicine. The system will automatically show the price of the medicines. There are two types of discount options here such as Individual medicine discount and Invoice discount. If you want to give any discount for any medicine to a customer, you can add here. Add paid amount and submit. You can select medicine also by scanning the QR code.



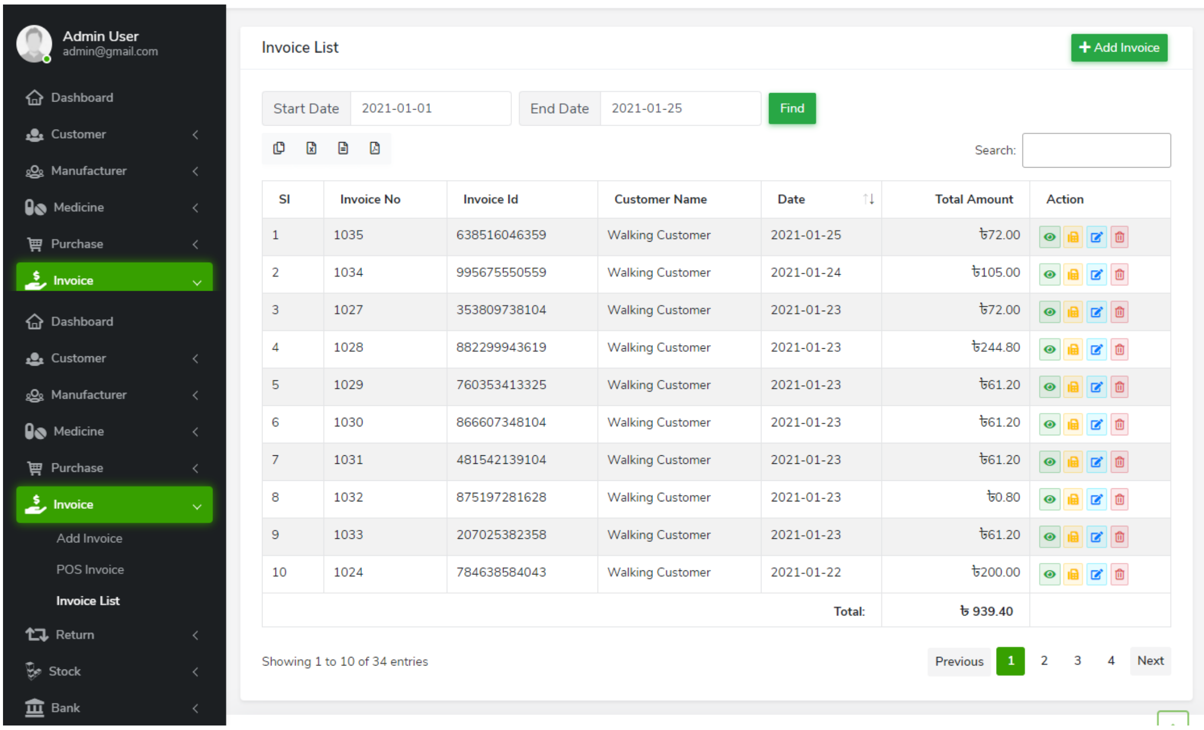
Add Invoice

In add invoice you can sell a medicine to a customer. But there is no QR code scanner in Add invoice. It will print an invoice in an A4 size page.



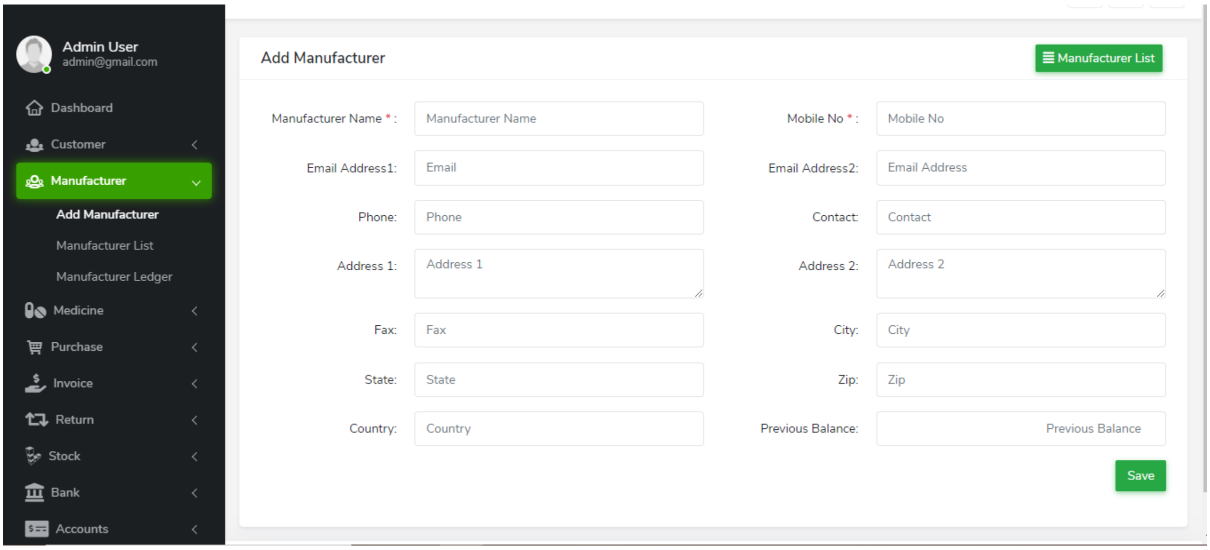
Invoice List

You will find all the invoices listed in the invoice list. you can search invoice information by date from here.



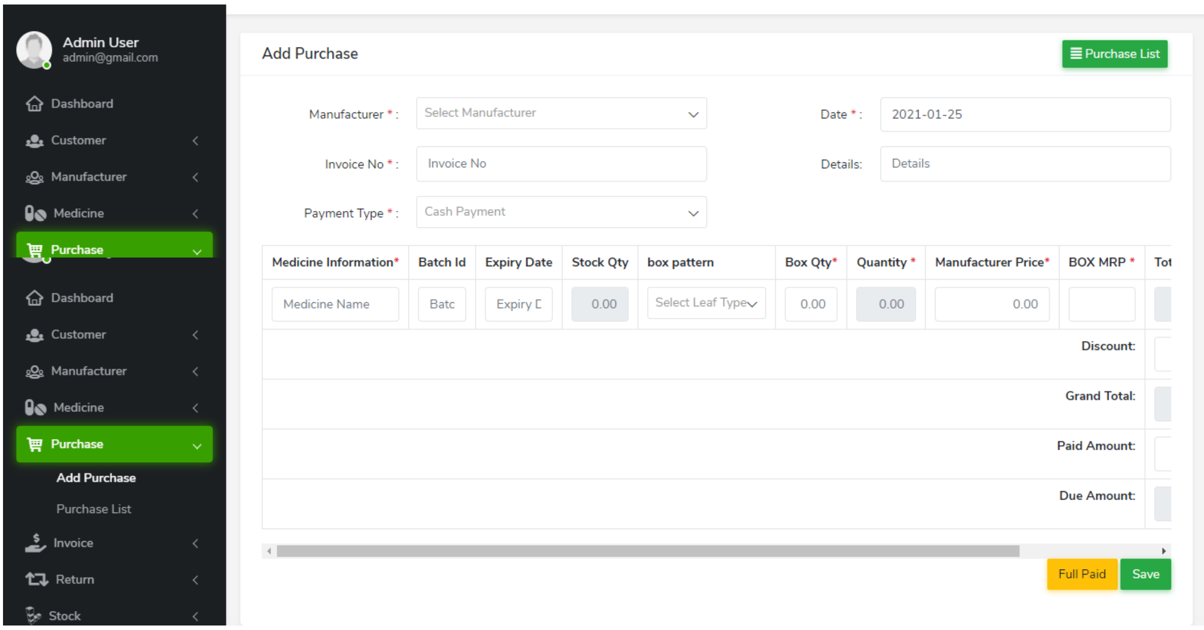
Add manufacturer

Now go to Add manufacturer. Here you can add manufacturer name, phone number, email address and other necessary informations of the manufacturer.



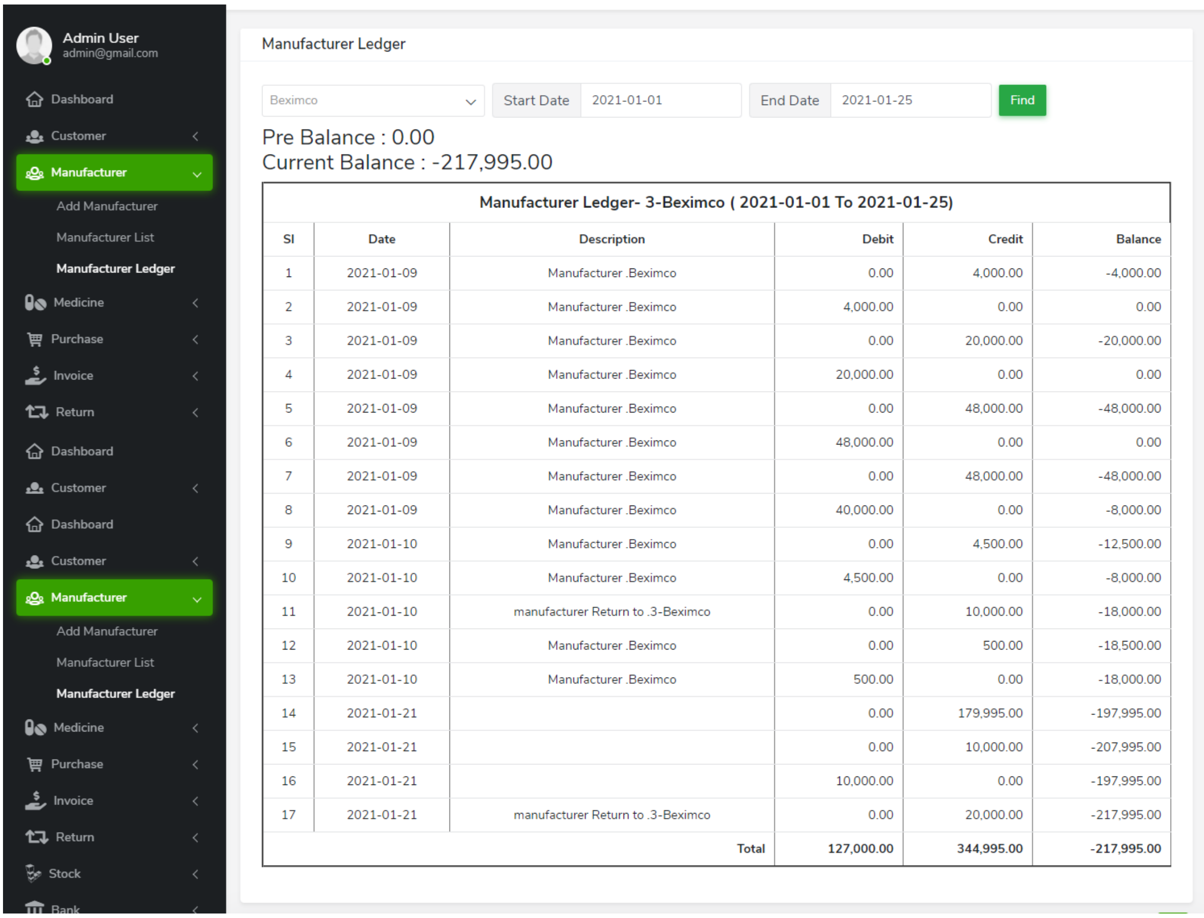
Add Purchase

Now you can purchase medicines from manufacturer. Go to add purchase, select manufacturer, input an invoice number, select payment type, add medicine name, give a batch ID, expire date, leaf pattern and medicine quantity and save. The manufacturer price, Box MRP and total sale price will automatically update. If manufacturer gives any discount you can add that here.



Manufacturer Ledger

In manufacturer ledger you can find all the details of the transactions of a manufacturer. First, select a manufacturer then select the start and end date and click the find button. All the ledger of a manufacturer will show here.

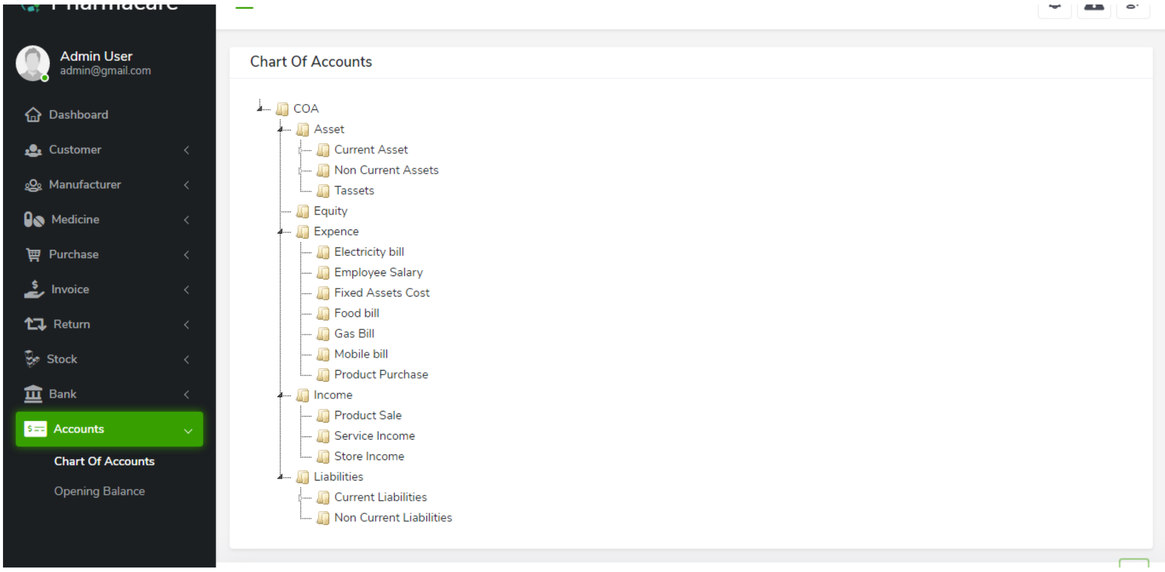


Sl	Date	Description	Debit	Credit	Balance
1	2021-01-09	Manufacturer .Beximco	0.00	4,000.00	-4,000.00
2	2021-01-09	Manufacturer .Beximco	4,000.00	0.00	0.00
3	2021-01-09	Manufacturer .Beximco	0.00	20,000.00	-20,000.00
4	2021-01-09	Manufacturer .Beximco	20,000.00	0.00	0.00
5	2021-01-09	Manufacturer .Beximco	0.00	48,000.00	-48,000.00
6	2021-01-09	Manufacturer .Beximco	48,000.00	0.00	0.00
7	2021-01-09	Manufacturer .Beximco	0.00	48,000.00	-48,000.00
8	2021-01-09	Manufacturer .Beximco	40,000.00	0.00	-8,000.00
9	2021-01-10	Manufacturer .Beximco	0.00	4,500.00	-12,500.00
10	2021-01-10	Manufacturer .Beximco	4,500.00	0.00	-8,000.00
11	2021-01-10	manufacturer Return to .3-Beximco	0.00	10,000.00	-18,000.00
12	2021-01-10	Manufacturer .Beximco	0.00	500.00	-18,500.00
13	2021-01-10	Manufacturer .Beximco	500.00	0.00	-18,000.00
14	2021-01-21		0.00	179,995.00	-197,995.00
15	2021-01-21		0.00	10,000.00	-207,995.00
16	2021-01-21		10,000.00	0.00	-197,995.00
17	2021-01-21	manufacturer Return to .3-Beximco	0.00	20,000.00	-217,995.00
		Total	127,000.00	344,995.00	-217,995.00

Accounts

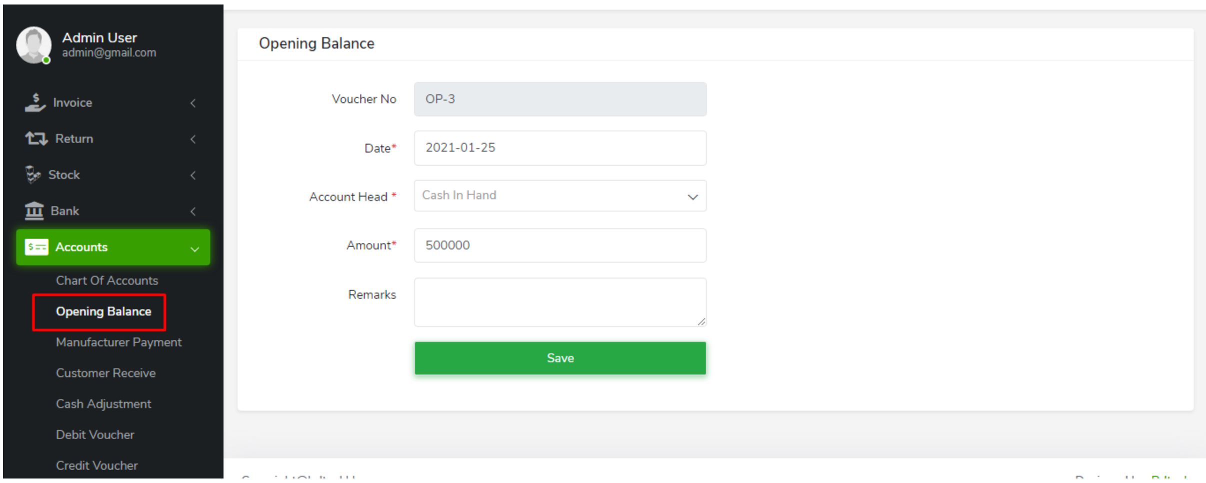
Chart of Account

There is a total Account solution in Pharmacare. To check the chart of your accounts just go to Accounts > chart of account.



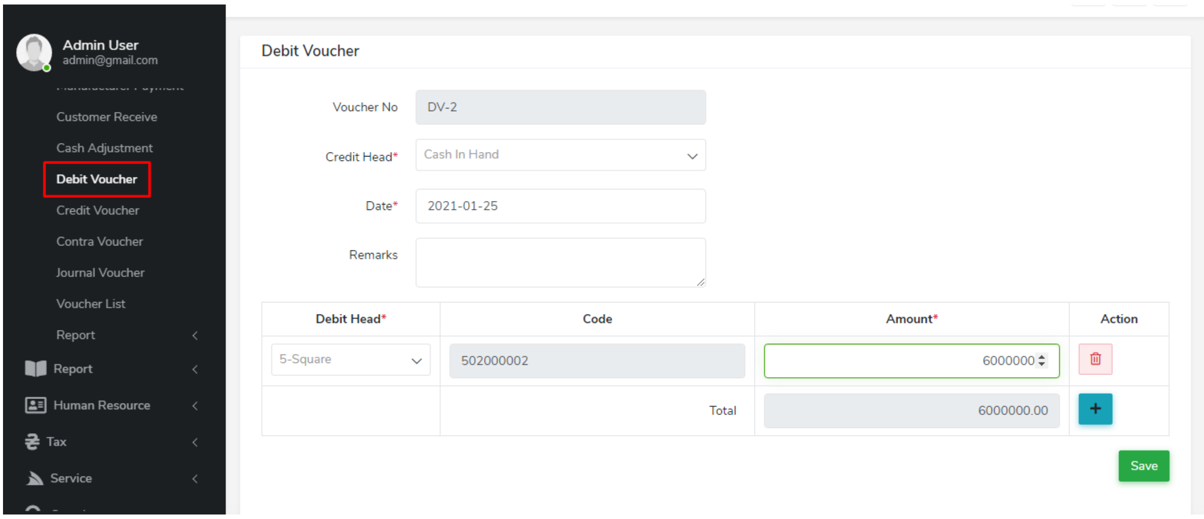
Opening Balance

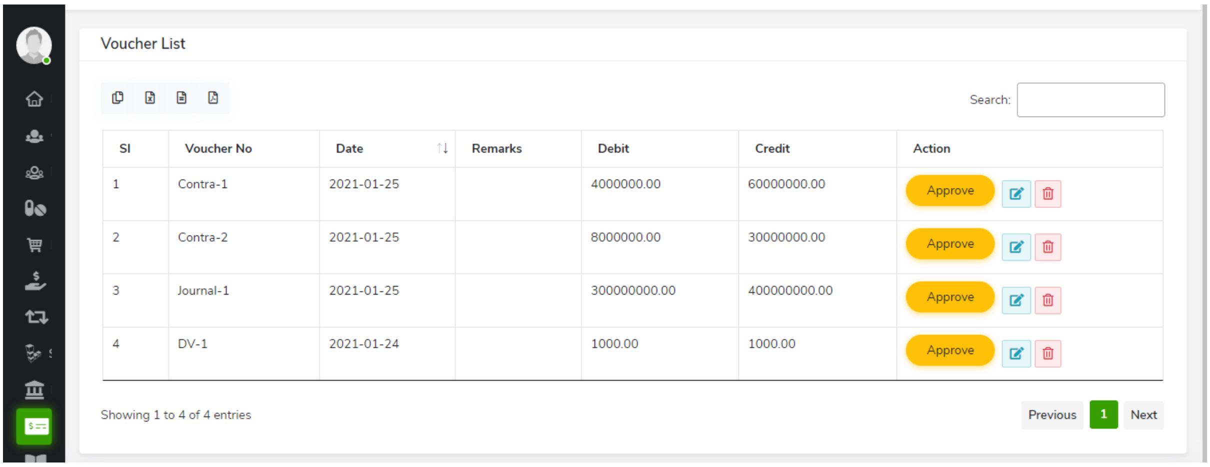
There is an Opening balance module in Accounts in Pharmacare. First, Select an accounts head,give an amount and save. The opening balance added in this page will be added in the cash in hand.



Account Voucher

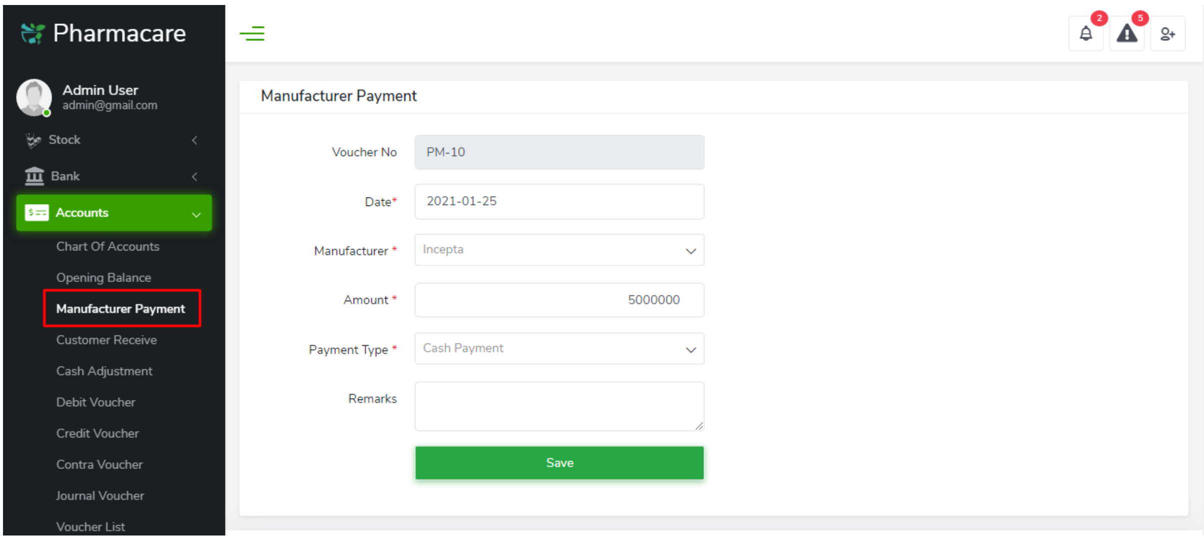
There are 4 type of voucher in the Pharmacare Accounts. Dabit Voucher, Credit Voucher,Contra Voucher, Journal Voucher. After creating a voucher, the voucher will not make any effect in the accounts until you approve it from Voucher list page. There is also a Voucher report in Accounts report Section in accounts module.





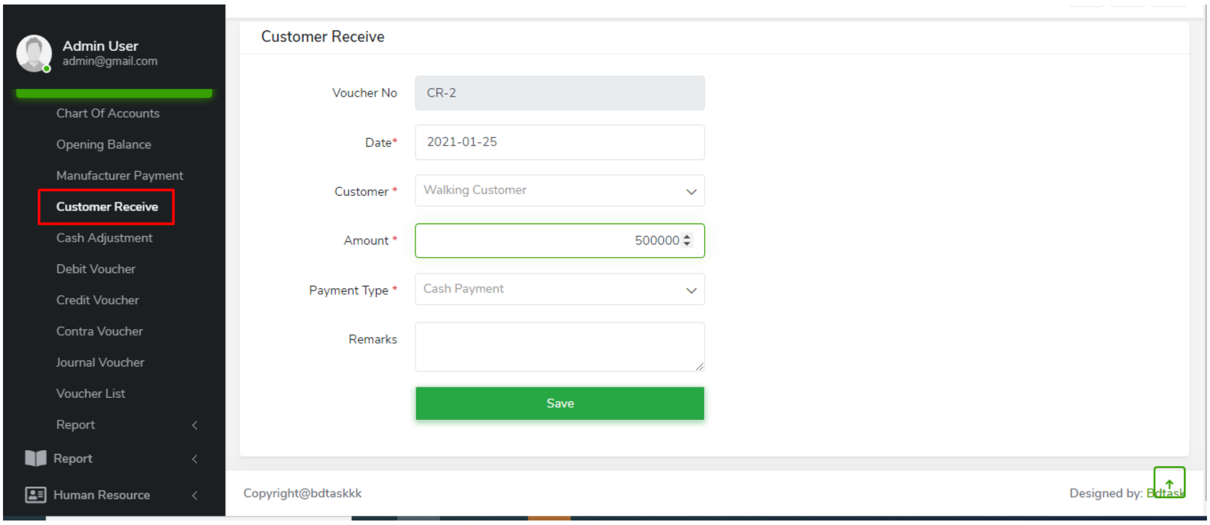
Manufacturer Payment

To create manufacturer payment first select a manufacturer, give an amount, select payment type and save.



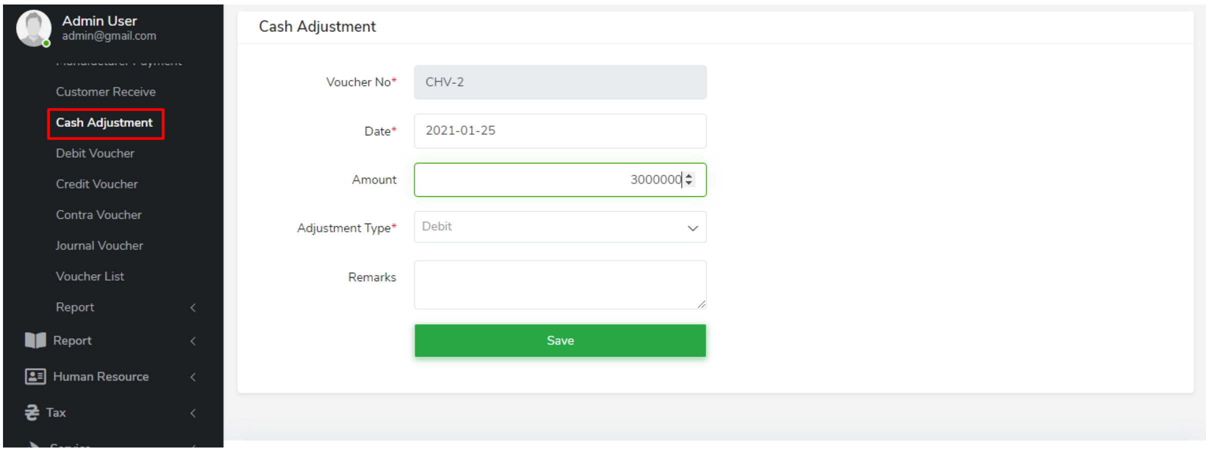
Customer Recieve

To create customer recieve first select a customer, give an amount, select payment type and save.



Cash Adjustment

To create cash adjustment give the amount you want to adjust. Select adjustment type (debit/credit) and save.

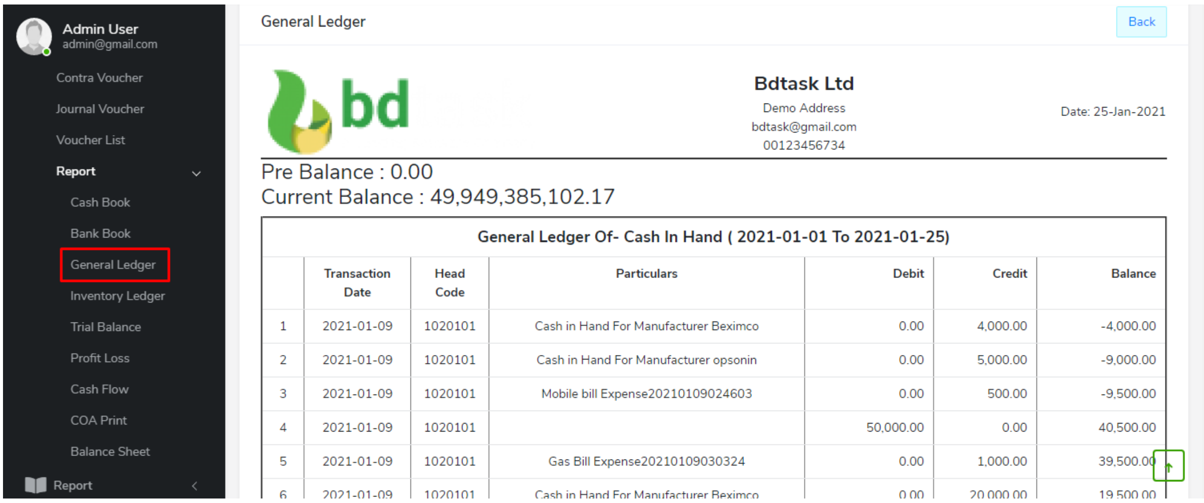


Account Report

There is an account report in Pharmacare such as cash book, bank book, General ledger, Inventory Ledger, cash flow, Balance sheet etc.

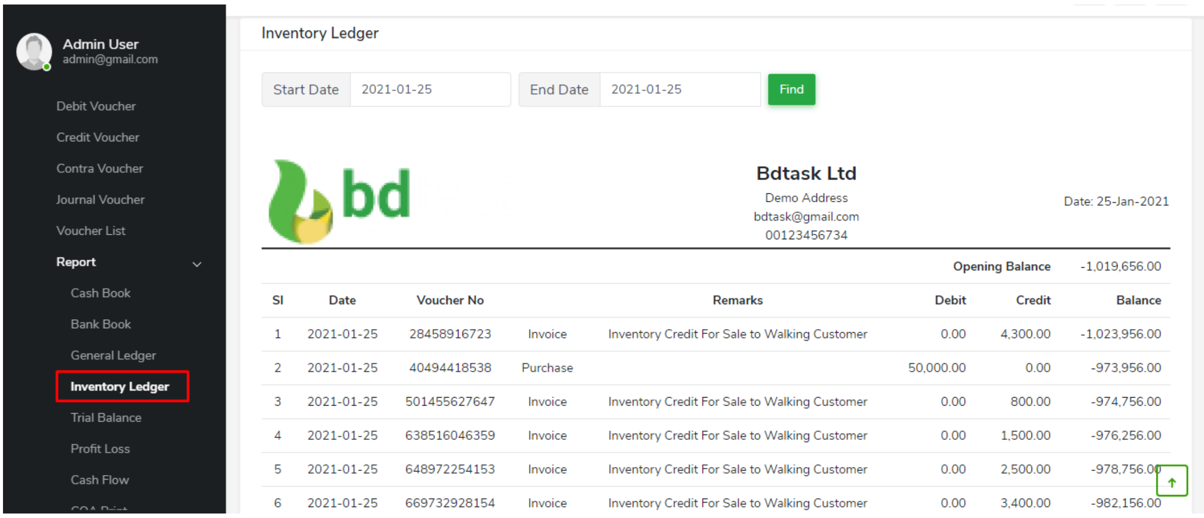
General Ledger

If you want to see a general ledger, go to the general ledger module. Select a general head, a transaction head, start and end date then search. If you want to see the details click on the detail button and then save.



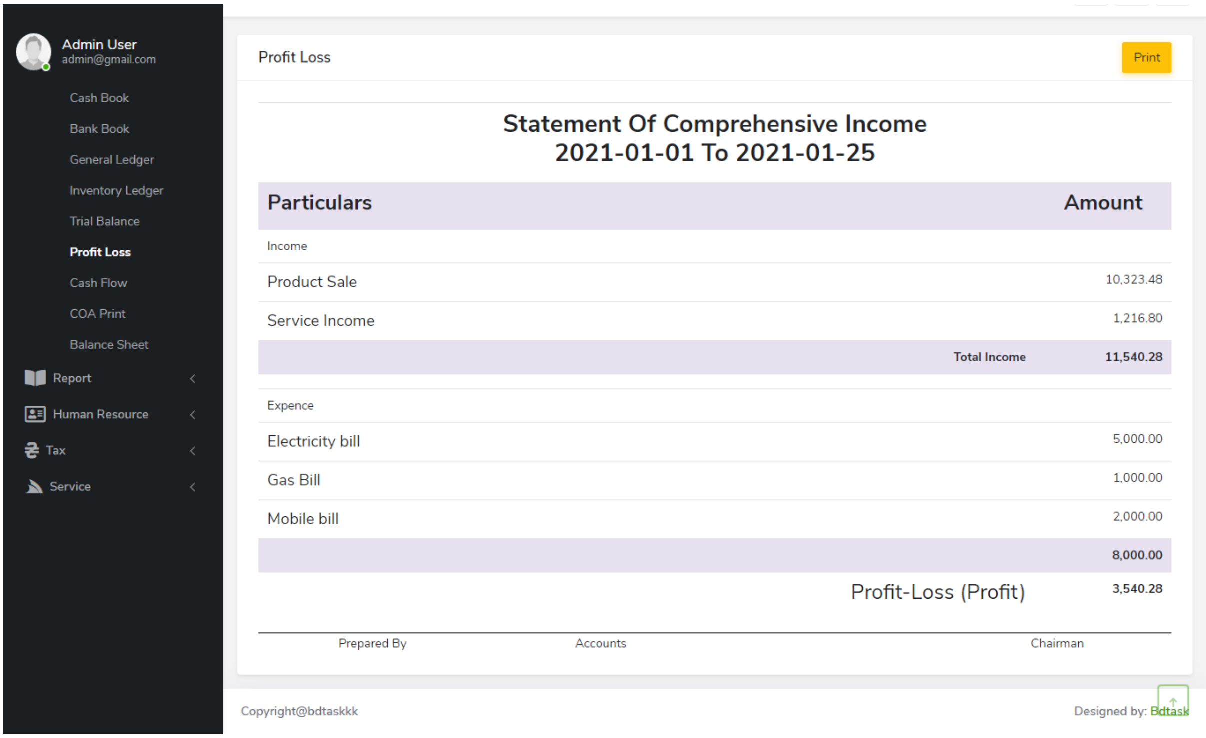
Inventory Ledger

If you want to see an Inventory ledger, go to the inventory ledger module. Select start and end date then click on find.



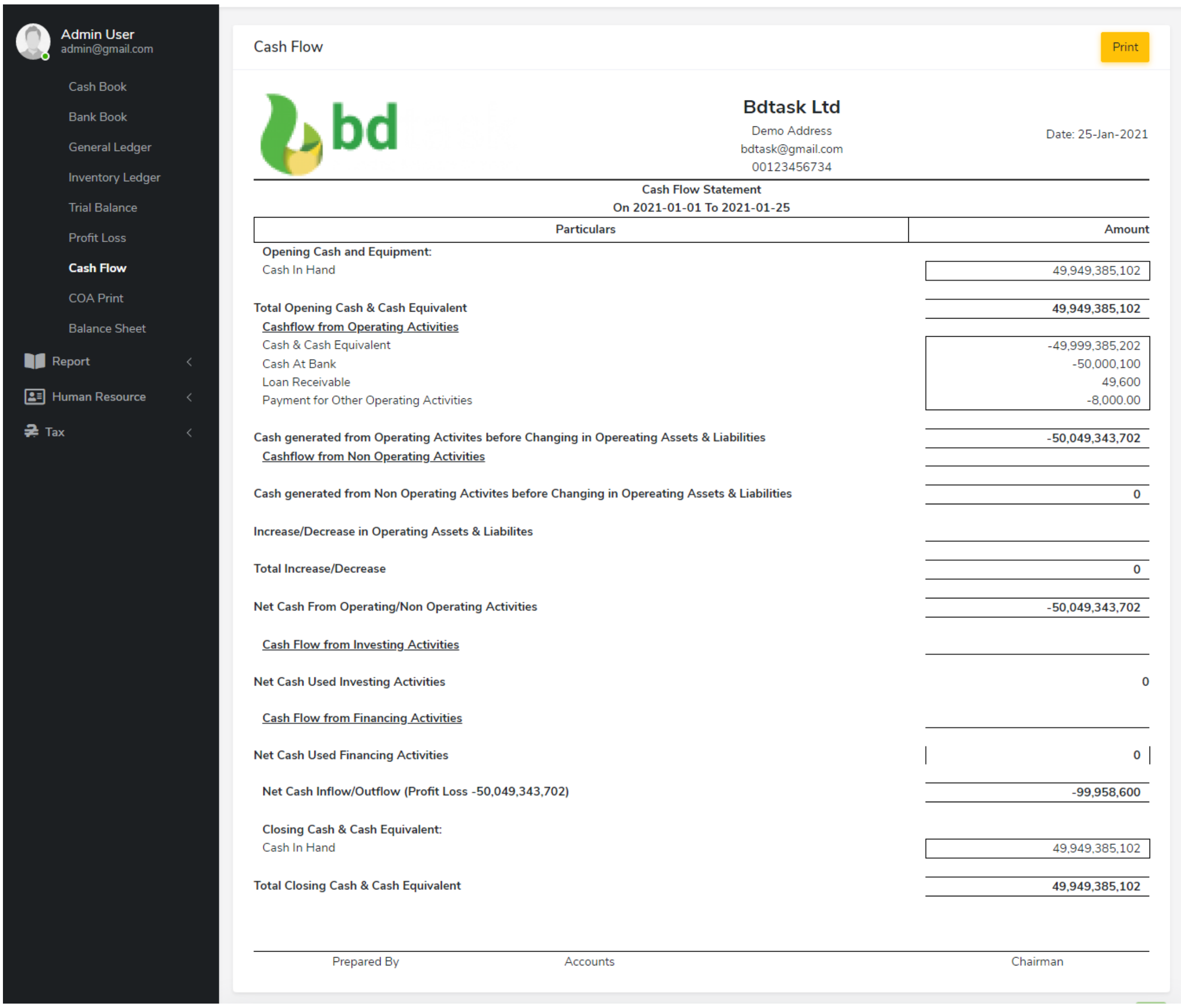
Profit-Loss

To check your profit-loss you just need to go to the profit-loss module and select the start and end date and press the search button. All the details will appear in-front of you.



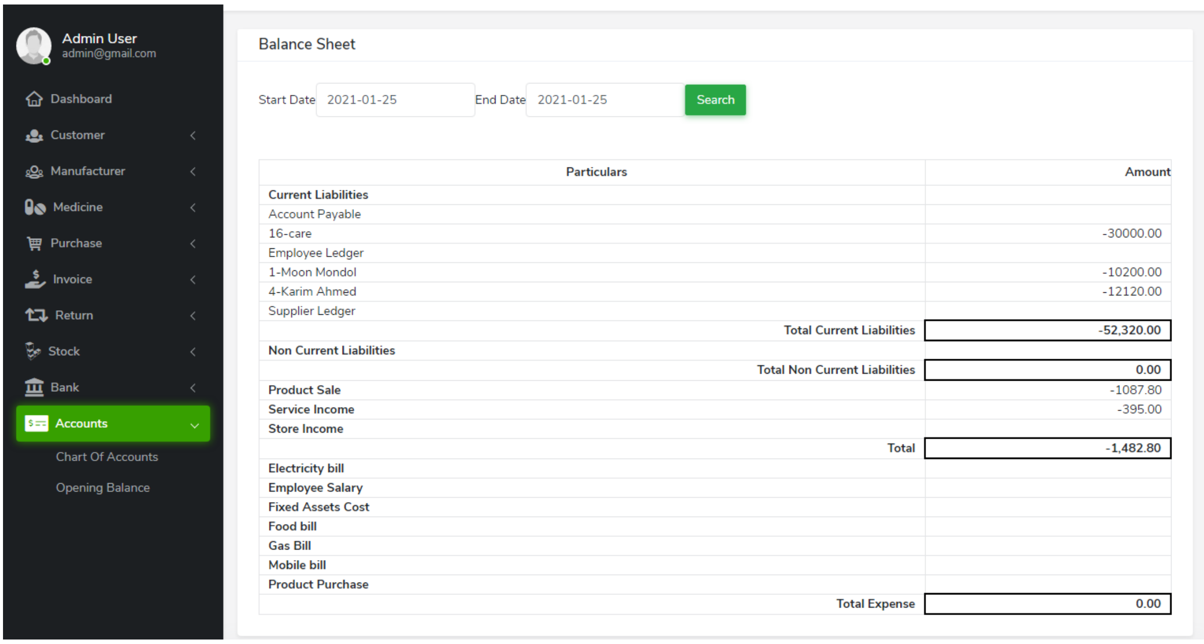
cash-flow

If you want to see the cash-flow, go to the cash-flow module. Select start and end date then click on search. You will get the cash-flow for the selected dates.



Balance-sheet

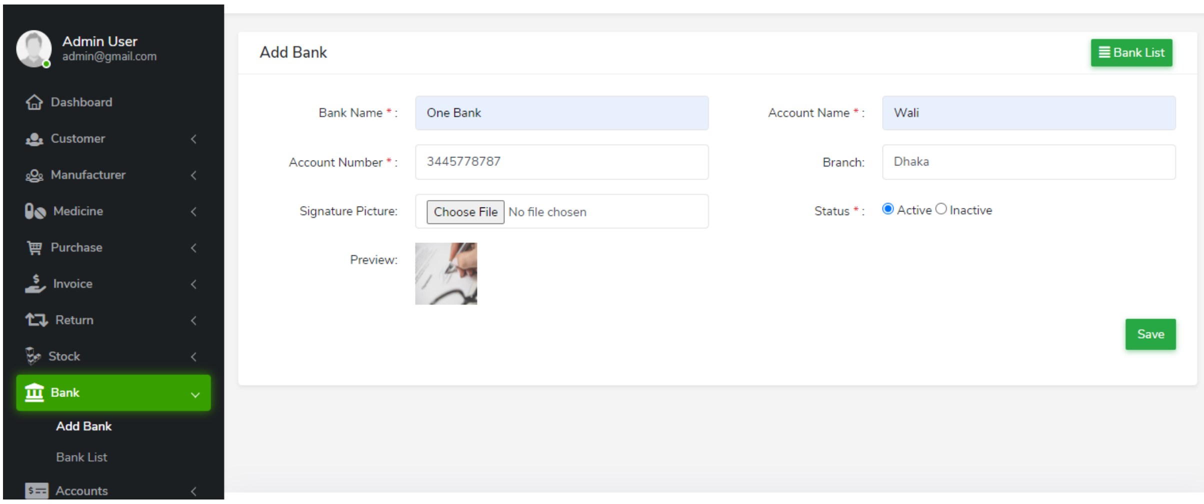
If you want to see a balance-sheet, go to the balance-sheet module. Select start and end date then click on search. You will get a balance-sheet for the selected dates.



Bank Setup

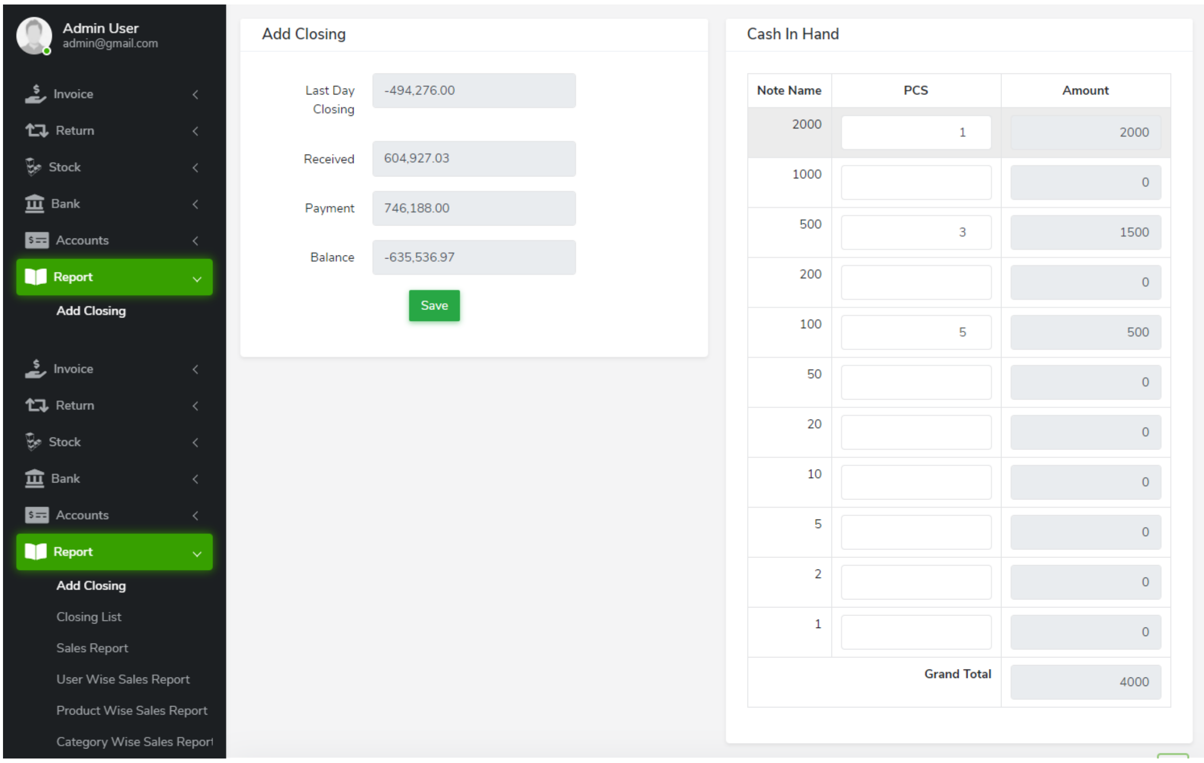
Add Bank

To Add Bank, go to Bank>Add Bank. Enter a bank name, account name, account no, add a signature picture. Activate it and save. You will find all the added banks in Bank list on the top-right corner of the page.



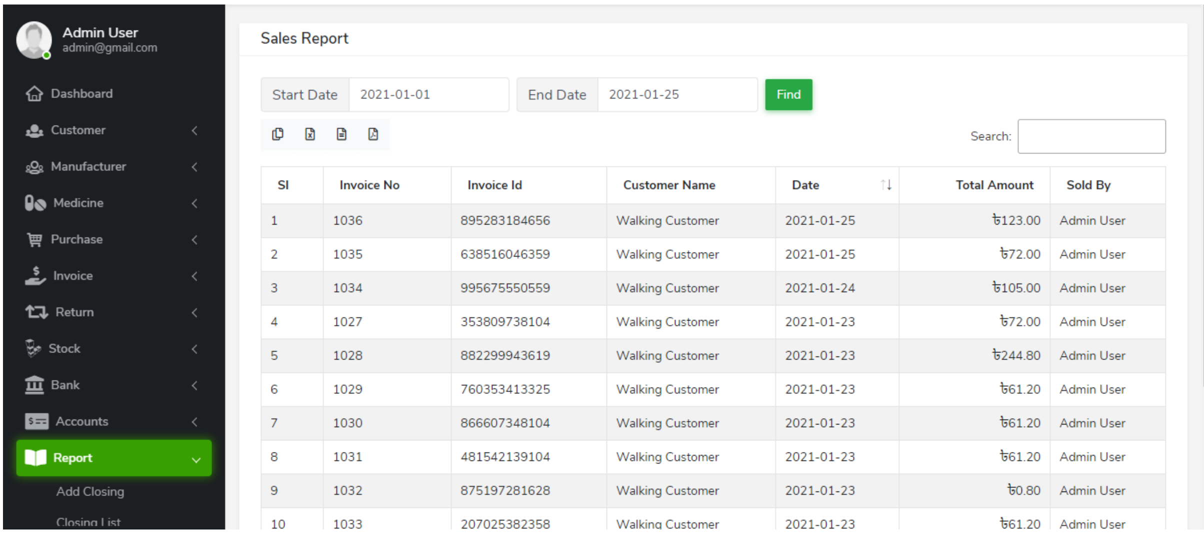
Add-closing

If you want to see the last day closing amount, go to the add closing module. It will show the recieved amount and paid amount and the balance automatically.



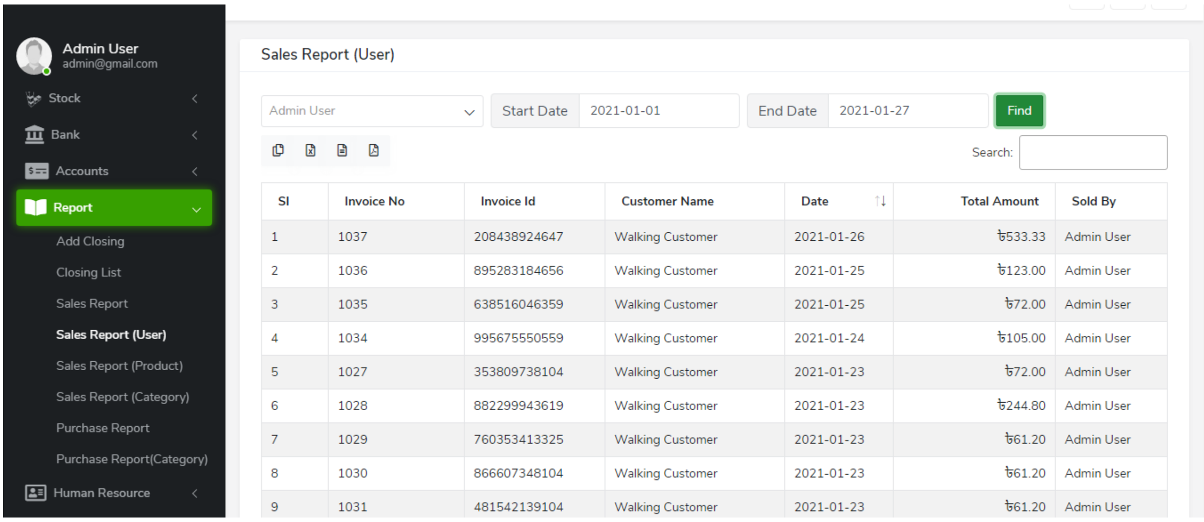
Sales report

If you want to see a sales report, go to the sales report module. Select start and end date then click on find. You will get a sales report for the selected dates.



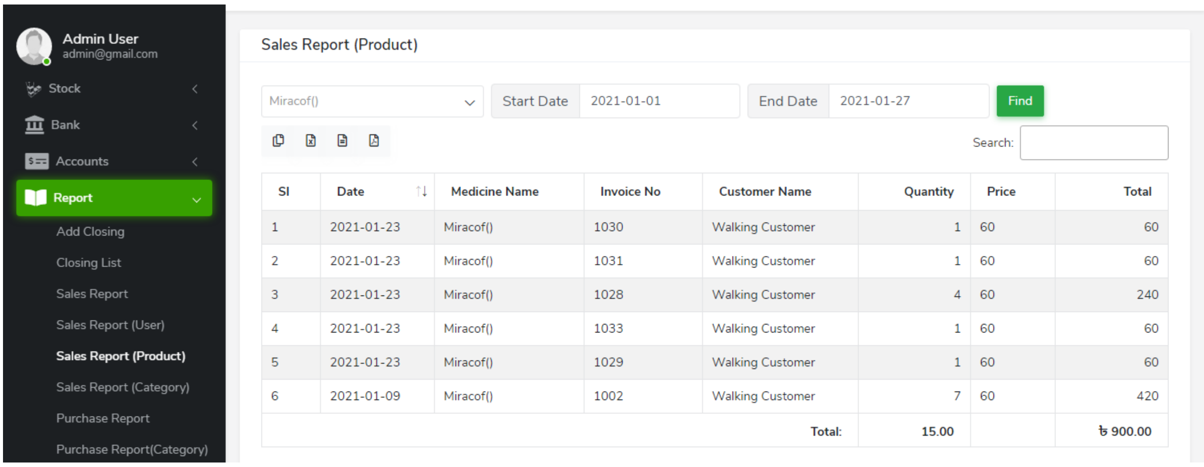
Sales Report(User)

If you want to see a userwise sales report, go to the sales report(user) module. Select a user, select start and end date then click on find. You will get a userwise sales report for the selected dates.



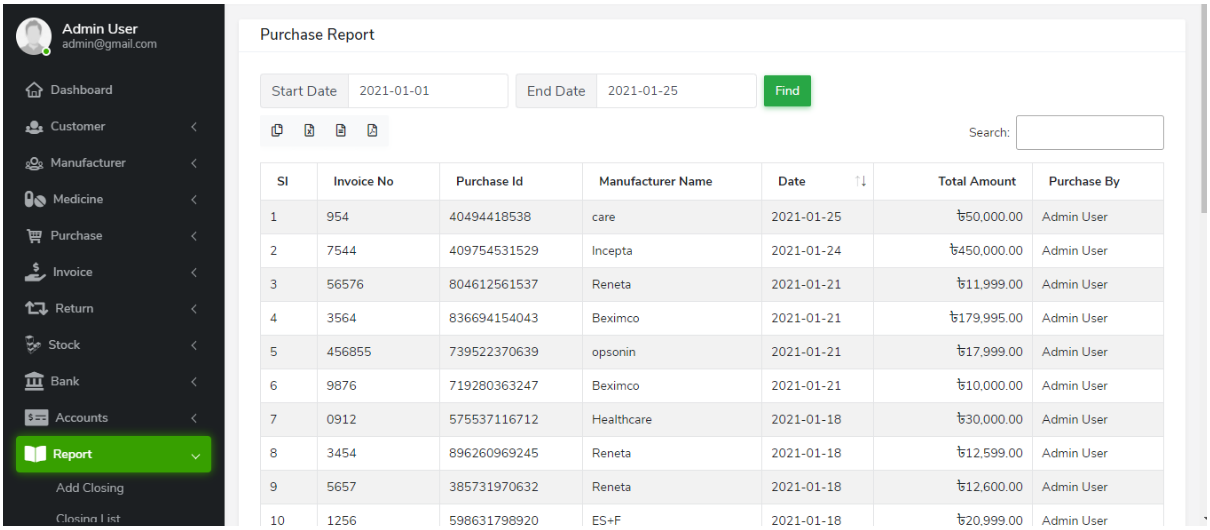
Sales Report(Product)

If you want to see a product-wise sales report, go to the sales report(product-wise) module. Select a medicine name, select start and end date then click on find. You will get a product-wise sales report for the selected dates.



Purchase Report

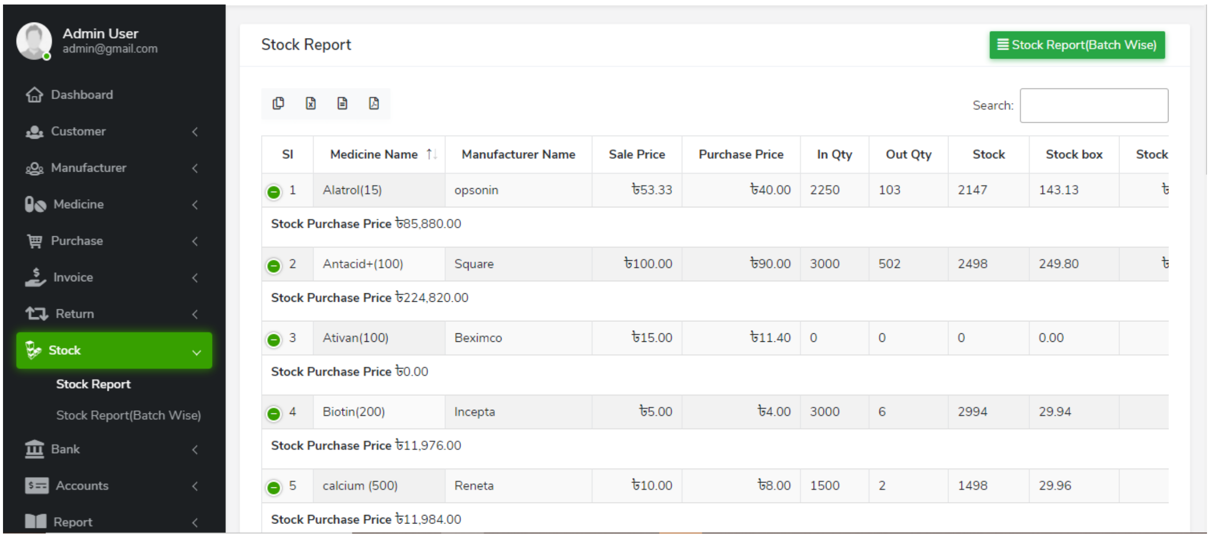
If you want to see a purchase report, go to the purchase report module. Select start and end date then click on find. You will get a purchase report for the selected dates.



Stock Management

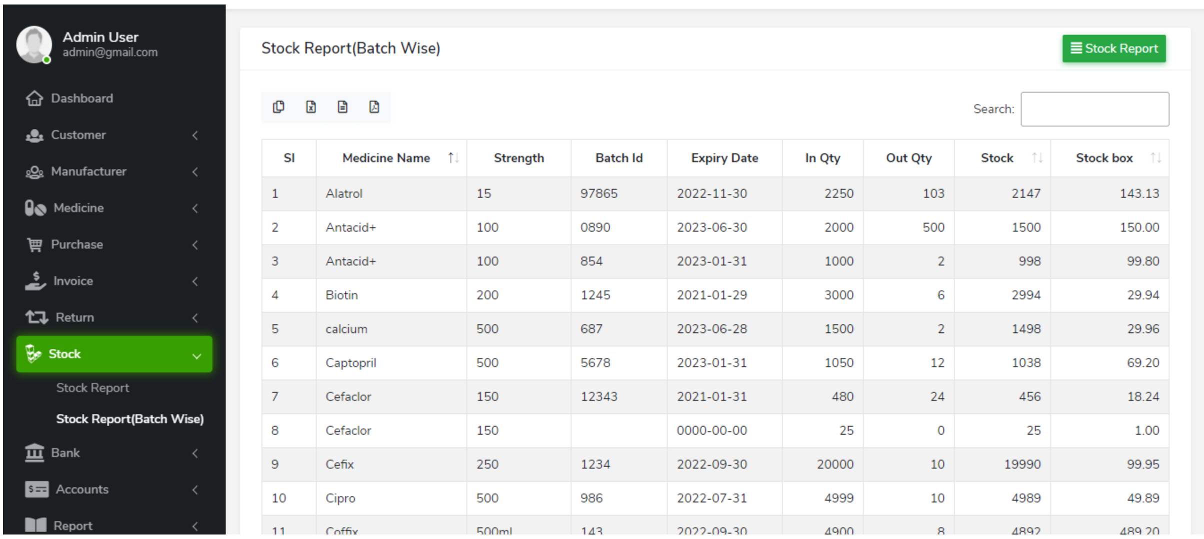
Stock report

If you want to see the stock report go to Stock>Stock Report.



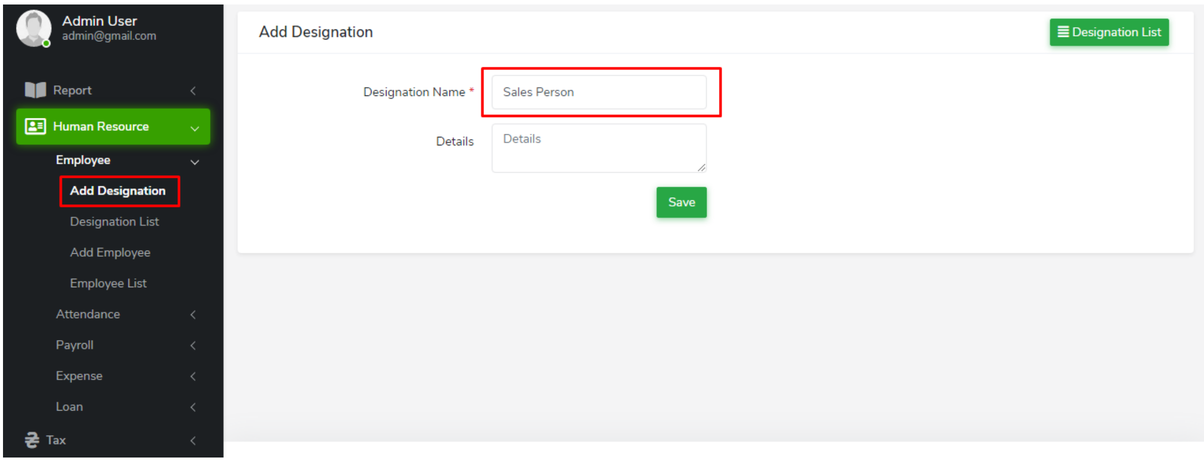
Stock report Batchwise

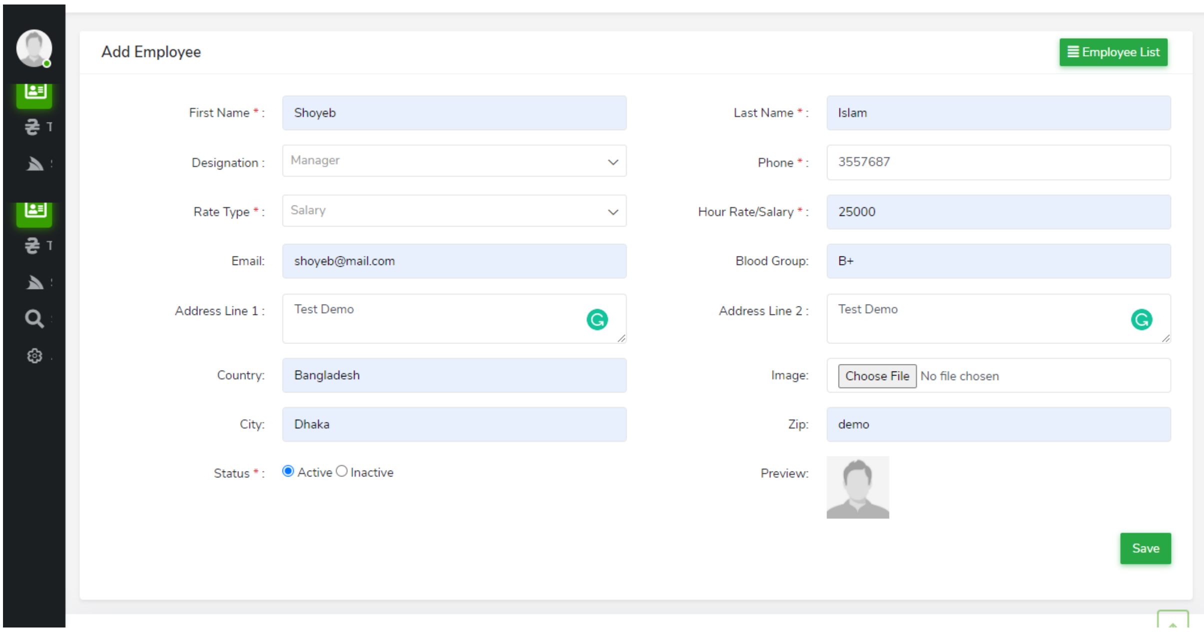
If you want to see medicine's batchwise stock report then go to Stock>Stock Report(Batchwise).



Add Employee

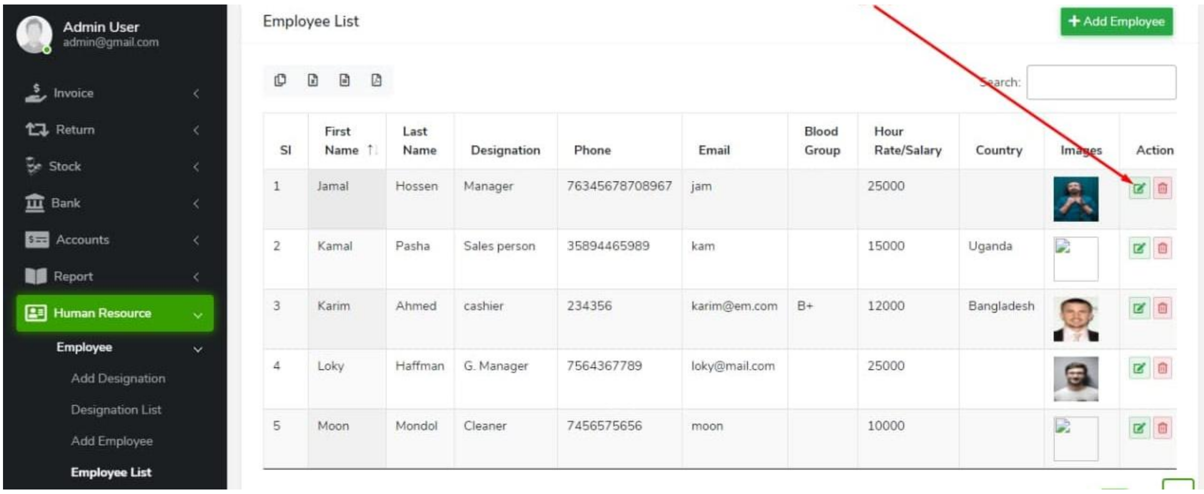
Before adding an Employee you have to add his/her designation, for that at first go to the Add Designation module. Now go to add employee module and fill up the name, phone no, email address, rate type, hour rate/salary then hit the save button to add an employee.





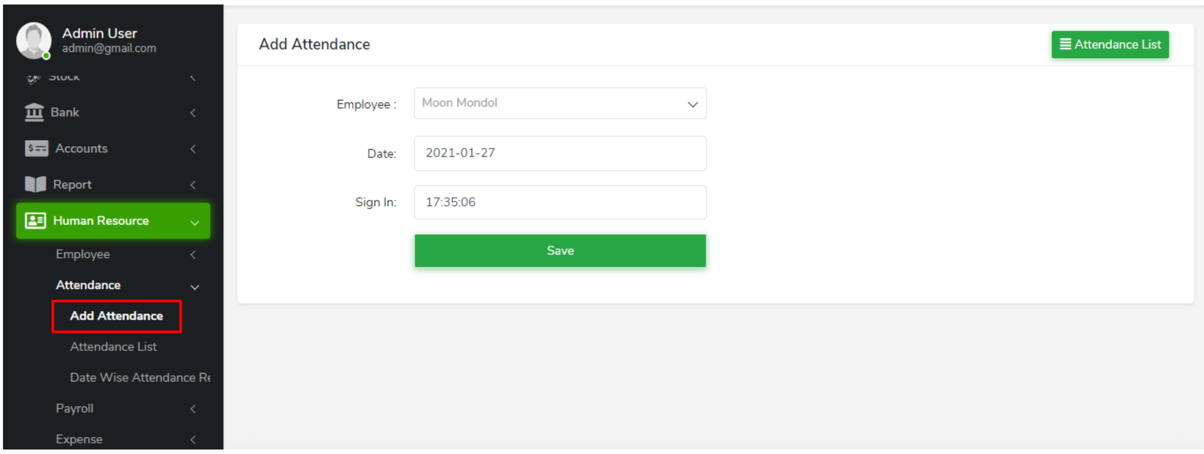
Employee list

You can see the employee list in the employee list module. You can update any information of any employee from here or you can delete any employee from the employee list



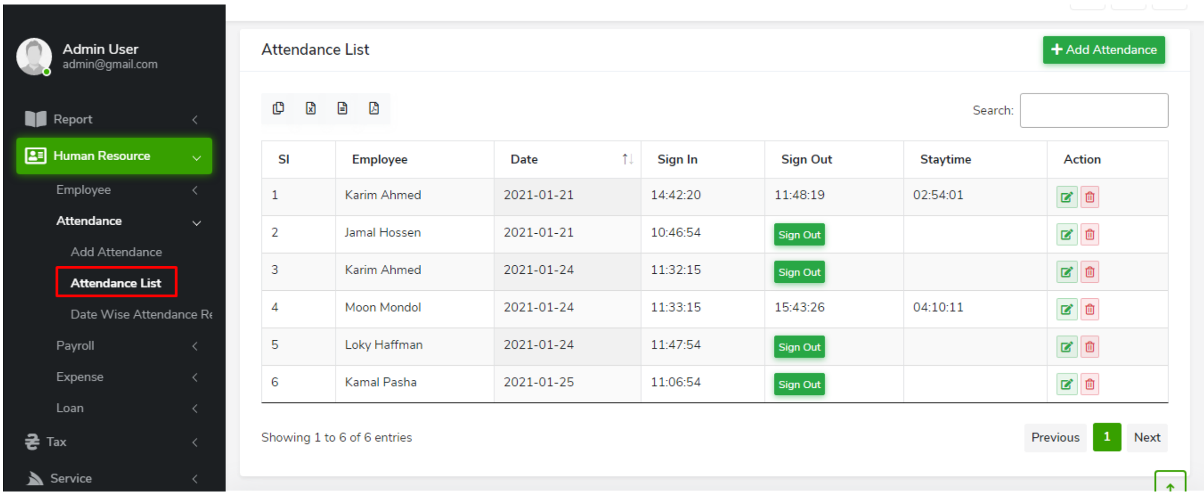
Add Attendance

To add an employee attendance go to Human Resource> Attendance> Add Attendance, select an employee, date and sign in time of the employee then click the save button to add the attendance of the employee.



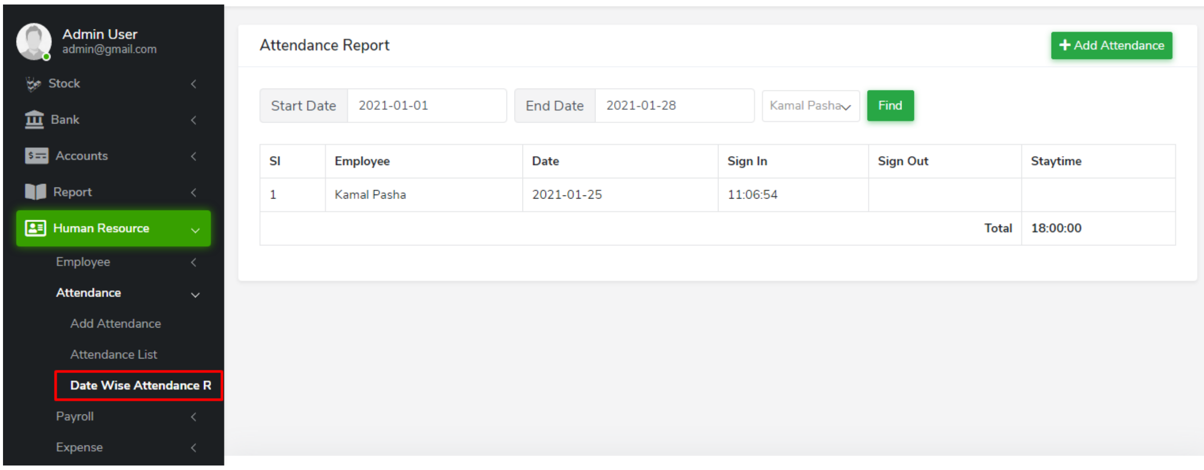
Attendance list

For signing out an employee go to attendace list and click sign out button for an individual employee. All the employee's attendance record will be here. You can update or delete any information of attendance from here.



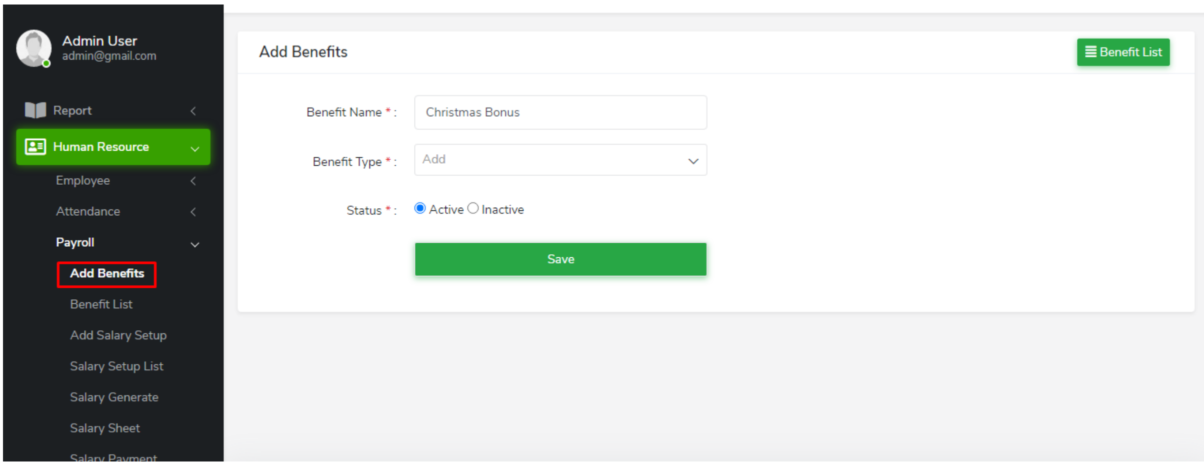
Date-wise Attendance Report

If you want to see date wise attendance report then go to Human Resource> Attendance> Date wise Attendance Report. Here you have to select an employee and start date to end date according to your need, then click the find button to see an attendance report of a particular employee.



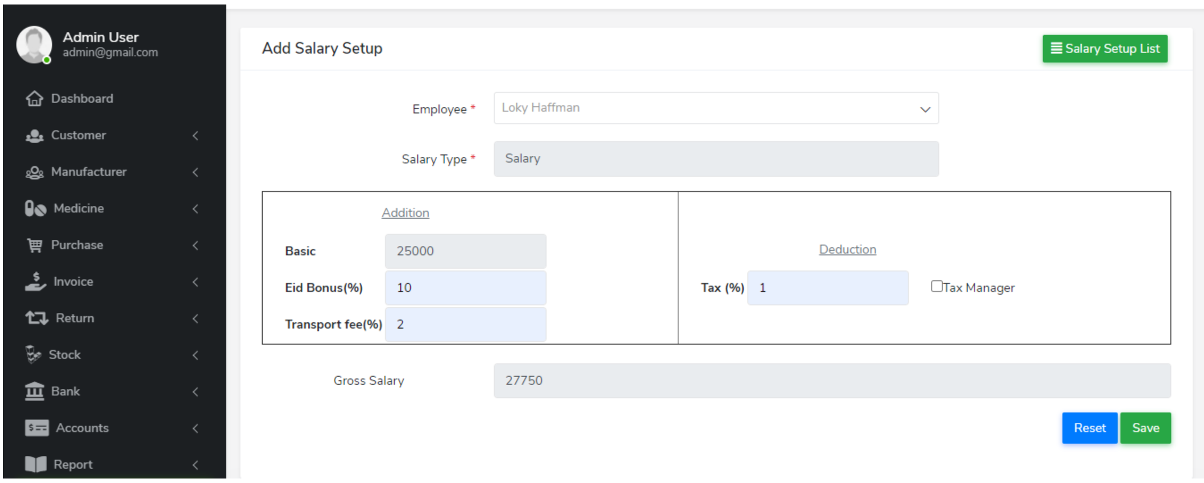
Add Benefit

If you want to Add any Benefit in addition to salary or any deduction from salary for an employee just go to Human Resource> payroll > Add Benefits. Now add a benefit name with benefit type then hit the save button to add a benefit.



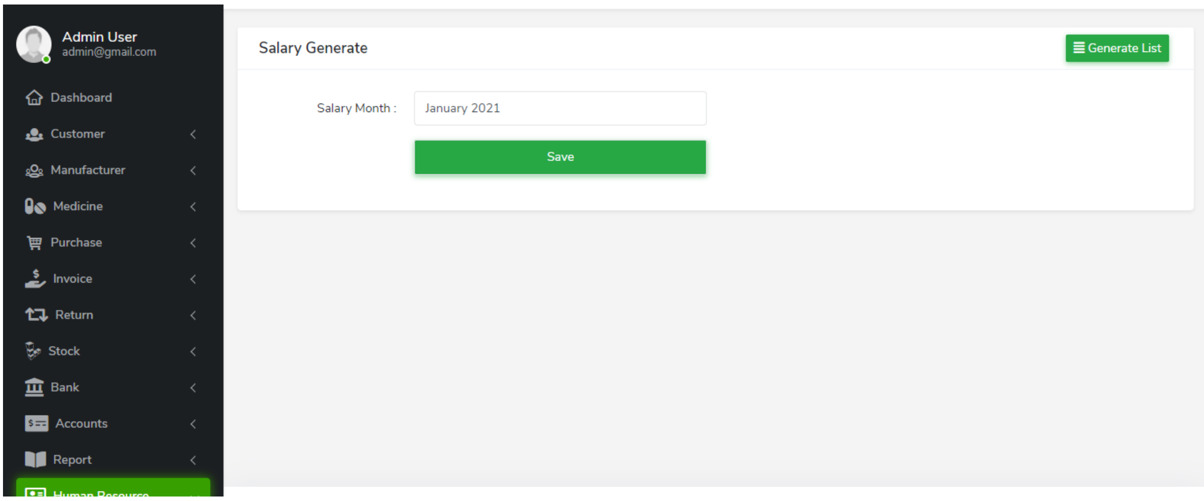
Add Salary Setup

For salary setup of an employee go to Human Resource> payroll > Add salary setup. In Add Employee module you already have selected salary type and basic salary for an individual employee, so here when you will select an employee for salary setup it will automatically show the type and basic salary of the employee. If the employee has any additional benefit or if there is any deduction from his salary, fillup the additions or deductions fields and save. The system will automatically calculate and show the gross salary of the employee in realtime. There is a check box for tax manager. If you click on the tax manager it will calculate the tax from the income tax setup which you have set earlier in the tax module. This deducted amount will be calculated with the gross salary).



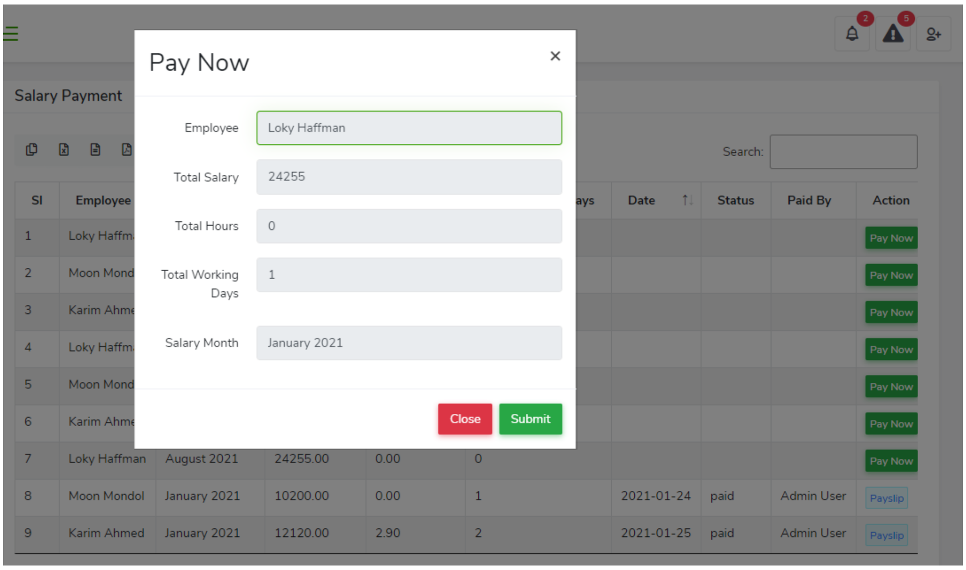
Salary Generate

To generate salary for an employee you have to go to Human Resource> payroll> salary generate. Select a month to generate a salary for all the employees. The employees who are working for hourly salary, their salary will generated as (hourly amount * worked hour).



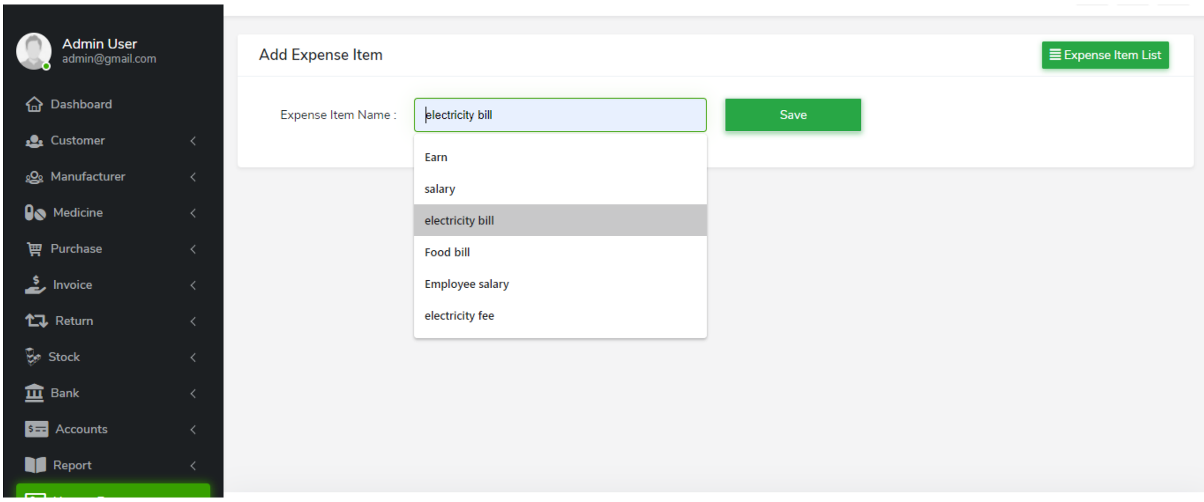
Salary Payment

For Salary payment just go to Human Resource> Payroll > Salary payment. All generated salary is shown here. just click on the pay now button and pay the salary for an employee.



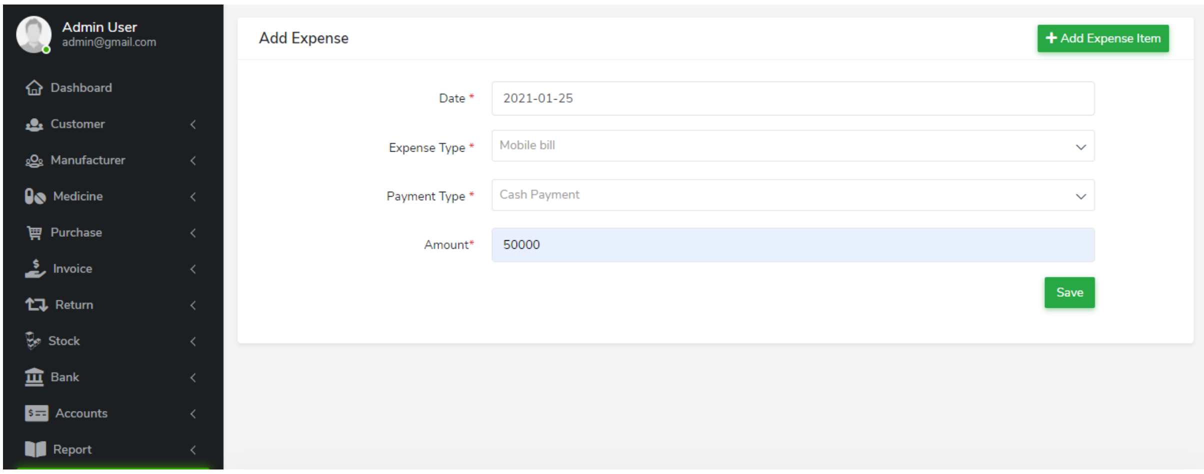
Add Expense Item

To Add Expense Item go to Human Resource> Expense > Add Expense Item and save.



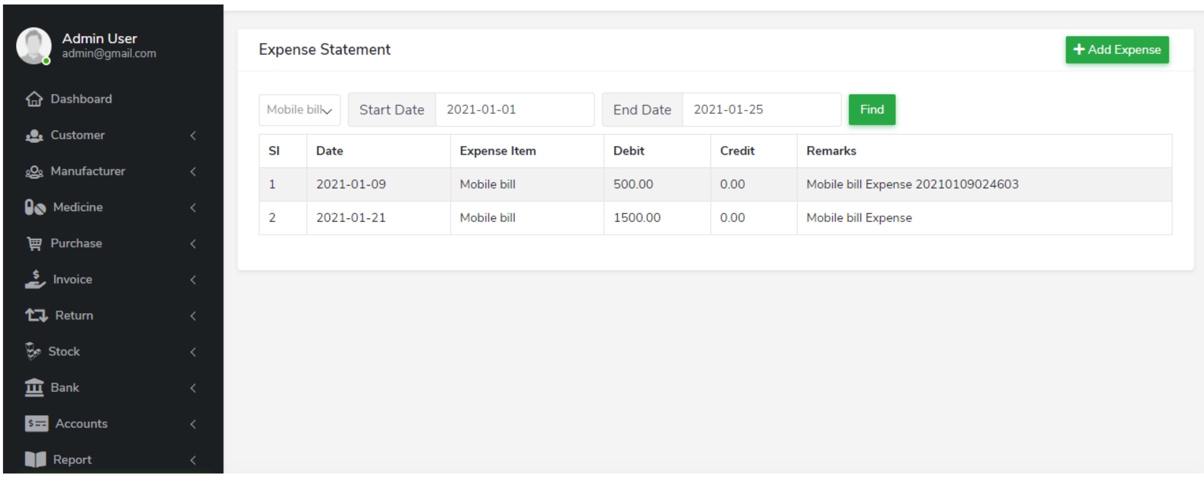
Add Expense

To Add Expense go to Human Resource> Expense > Add Expense. Select expense item, select payment method, enter expense amount and save.



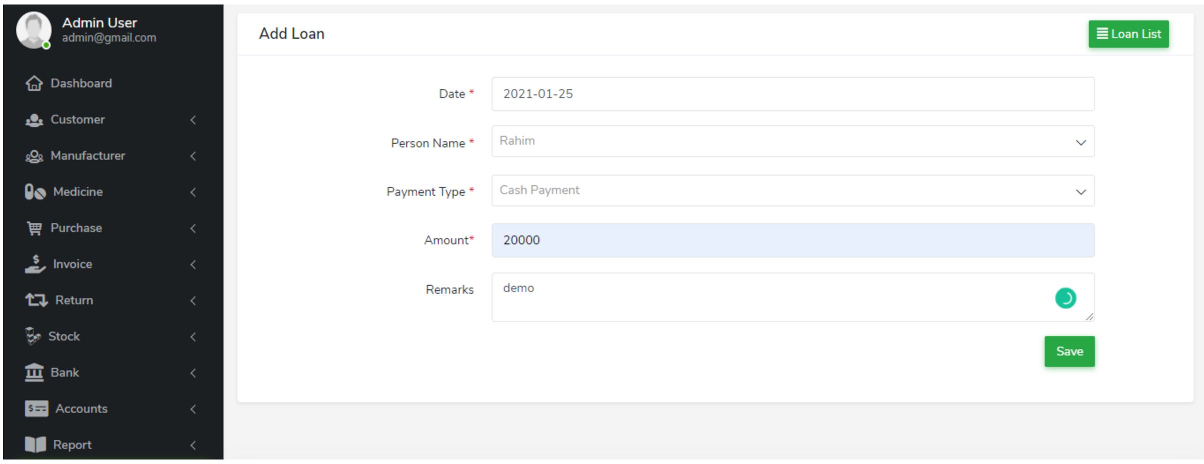
Expense statement

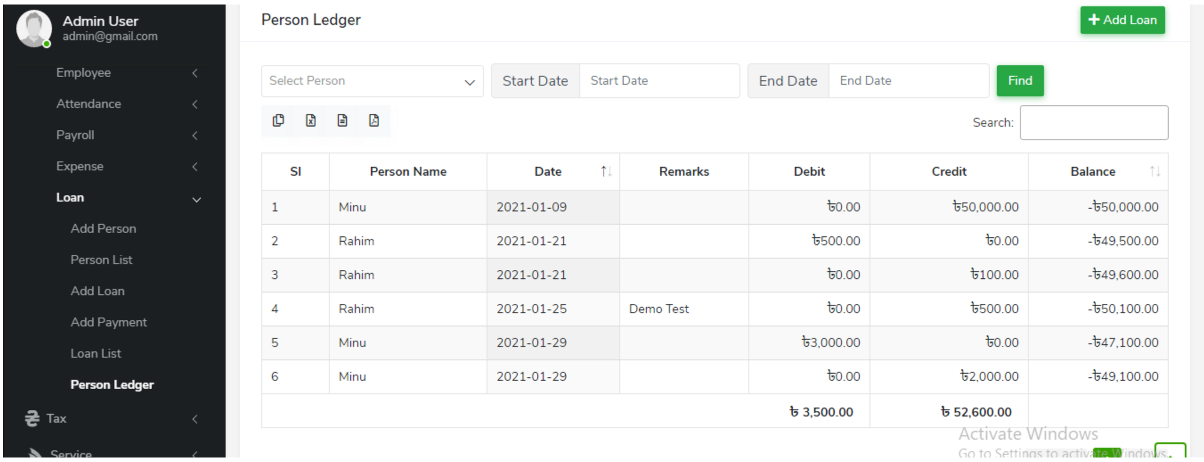
If you want to see the expense statement go to Human Resource> Expense > Expense Statement. Select an expense item. Select start and end date and press find.



Loan

If the owner of the company wants to lend money to someone, this module is for that parpous. At first, you have to add a person's name, phone number, address in the Add Person module. Then go to Add Loan, select person name, payment type, amount of loan and save. You can find the loan list clicking on the loan list button which is on the top-right corner. If the person pays any amount of loan, go to Add Payment, select person, payment type and save. You will get Person Loan Ledger in the person Ledger module.

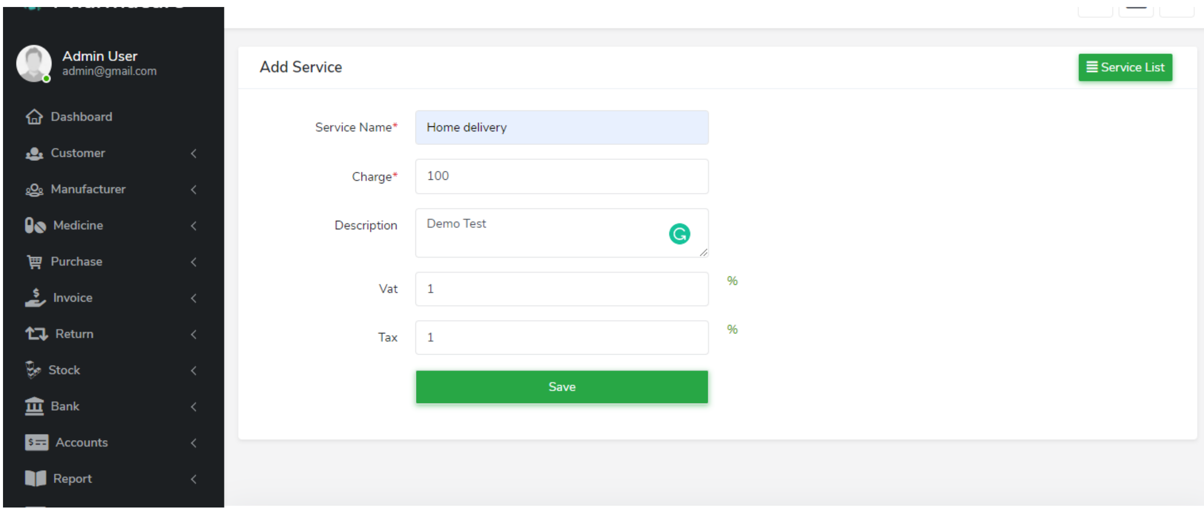




Service

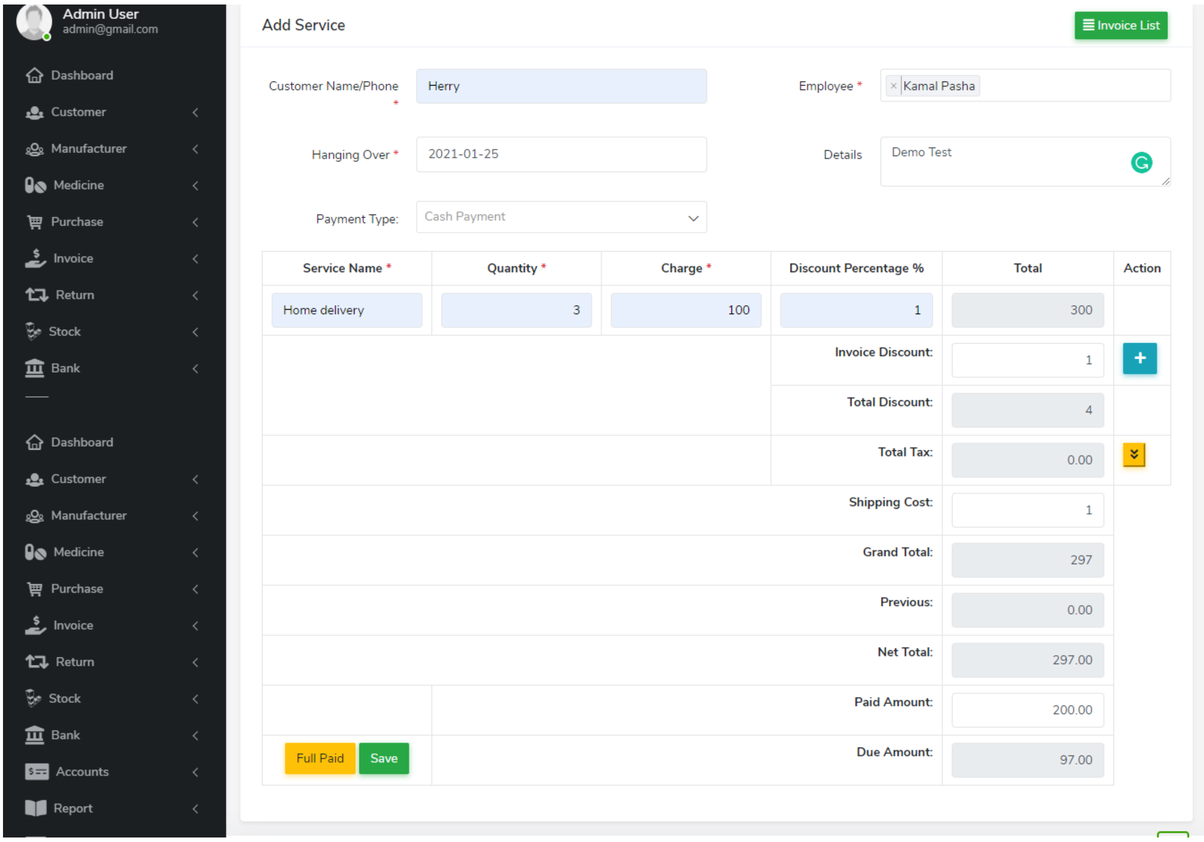
Service

If you want to add any service of your company. Go to Service>Add Service. Enter a service name, service charge and save. You will get all the service list in the Service list module.



Service Invoice

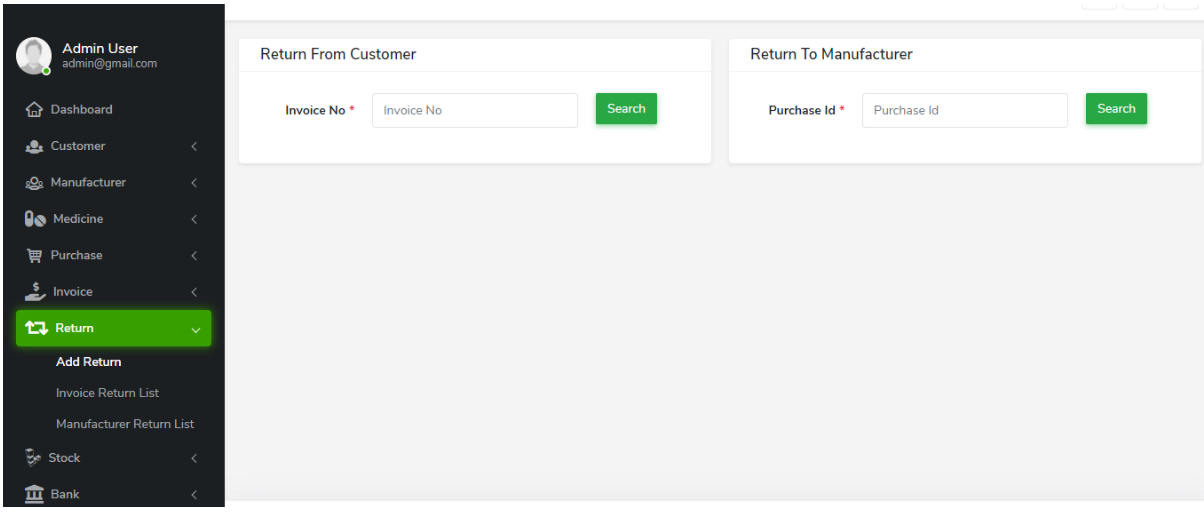
To get a service invoice go to Service>Add invoice. Select customer, Select employee, add service name, service quantity. Service charge will automatically updated. If you want to give any service discount add discount percentage. Total bill of the service will be shown. Now add paid amount and save. All the invoice list will be found in Invoice List.

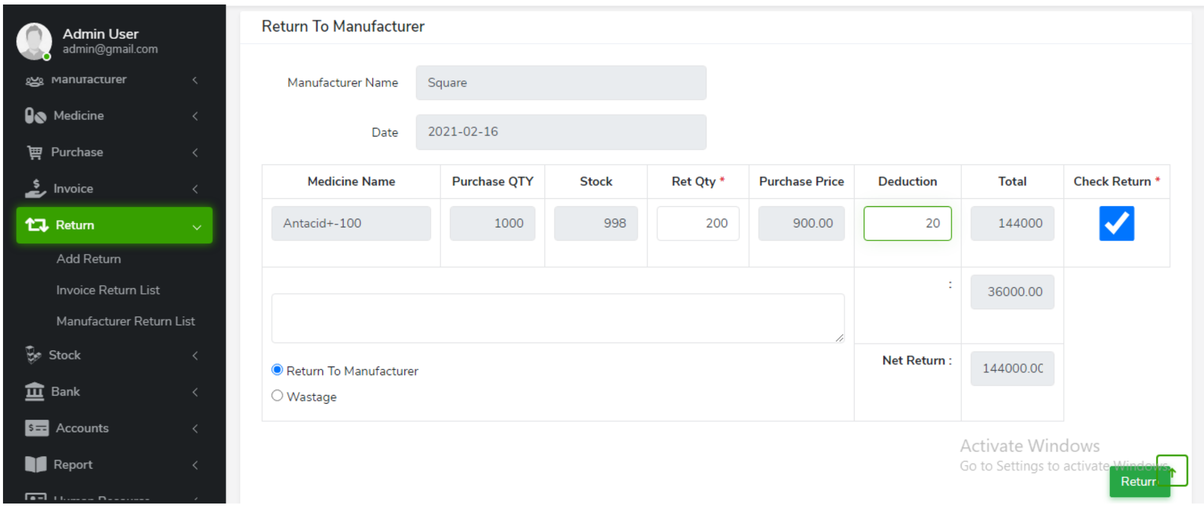


Return

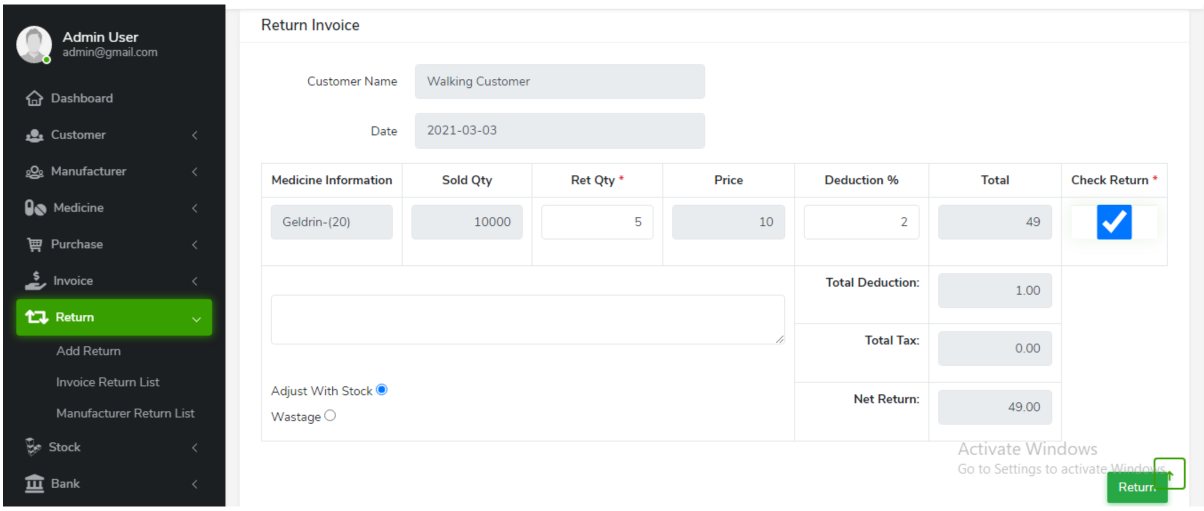
Add Return

There are two types of return in Pharmacare. Invoice Return and Purchase Return. Purchase return is the return to Manufacturer and invoice return is return from your customer. If you want to return any purchased medicine to any manufacturer, add the purchase ID and search. The medicine information will appear here, you just need to add return quantity and deduction percentage. Total price of returned medicine will show automatically. On the left-bottom side choose an option between return to manufacturer and wastage. Now click the check return and make the return successful.





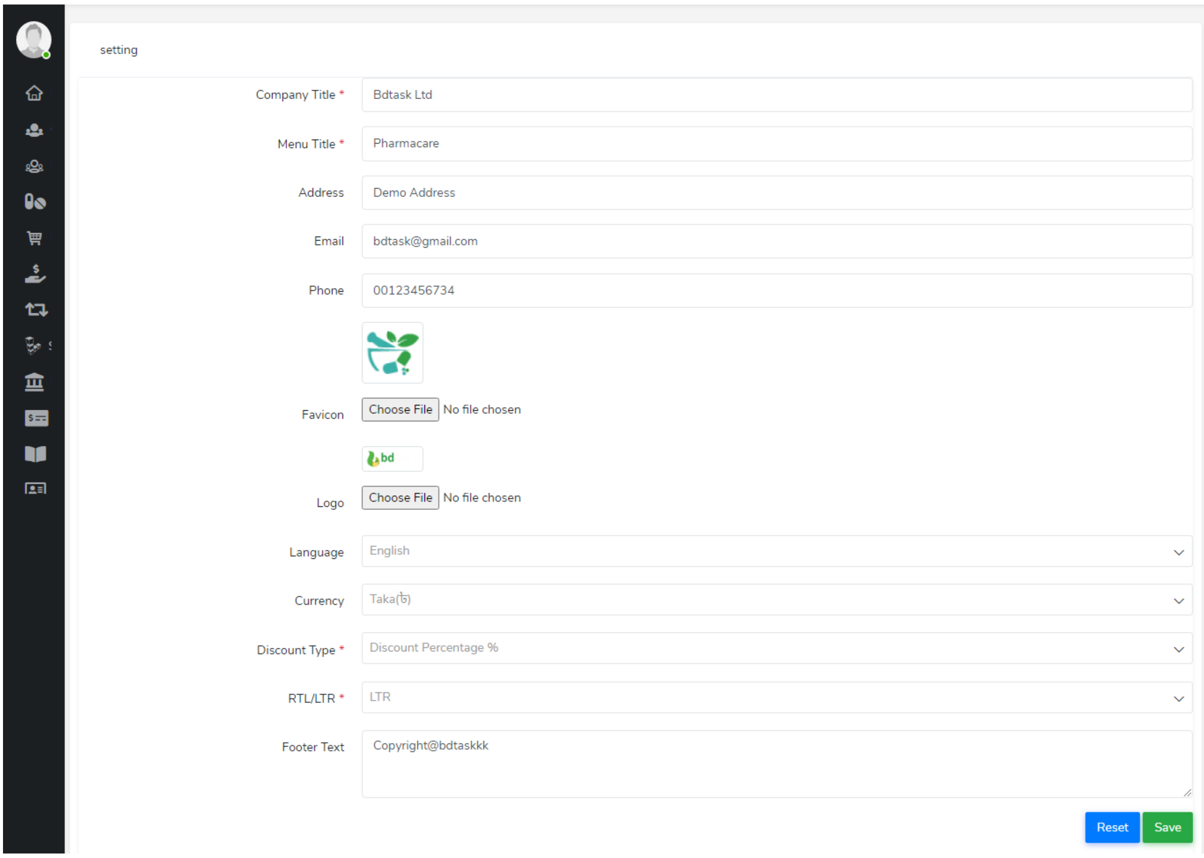
If you want to add invoice return then add invoice no and search. The medicine information will appear here, you just need to add return quantity and deduction percentage. Total price of returned medicine will show automatically. On the left-bottom side choose an option between adjust to stock and wastage. Now click the check return and make the return successful.



Application Settings

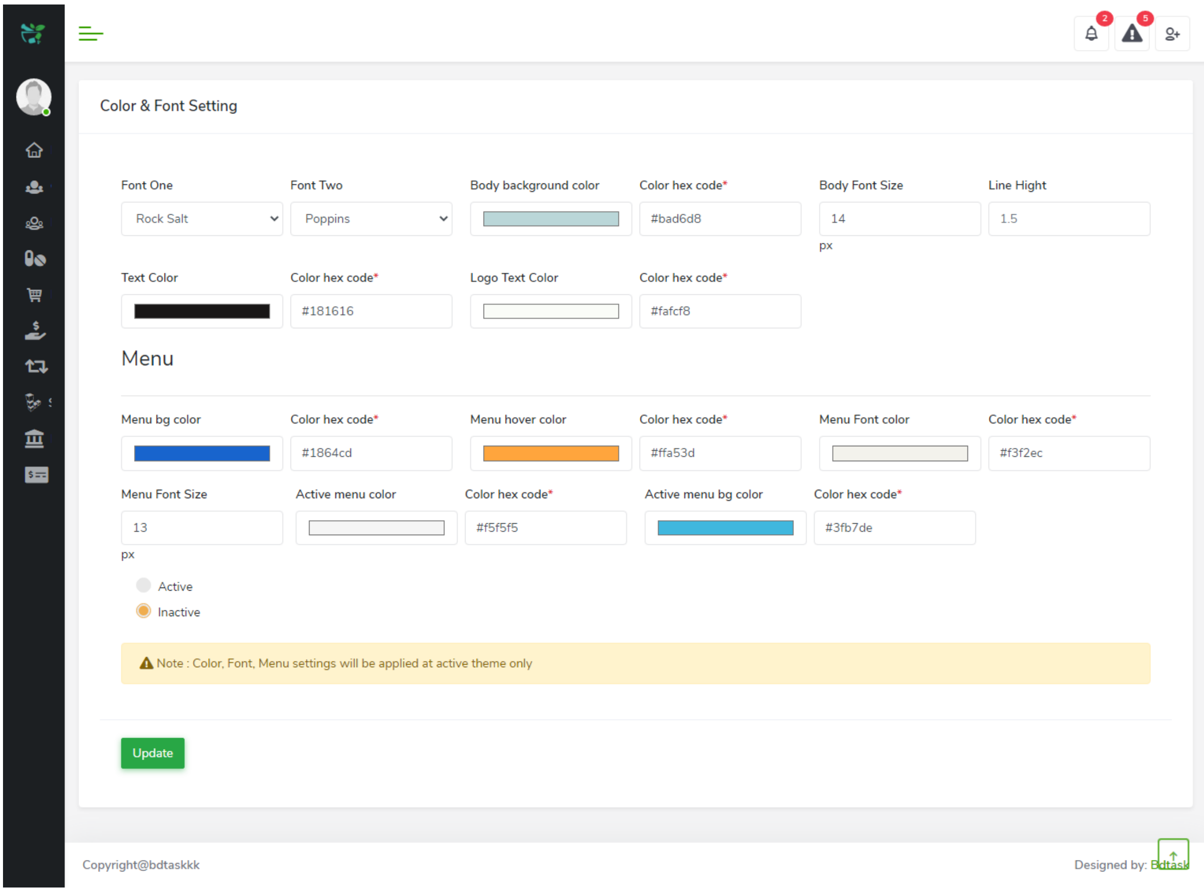
Setting

After login,first thing you have to do is Settings. To do the setting of you application, just go to Setting. In this module you will get all the Settings for your application where you can set your company title, menu title, language, discount type, currency, timezone etc.



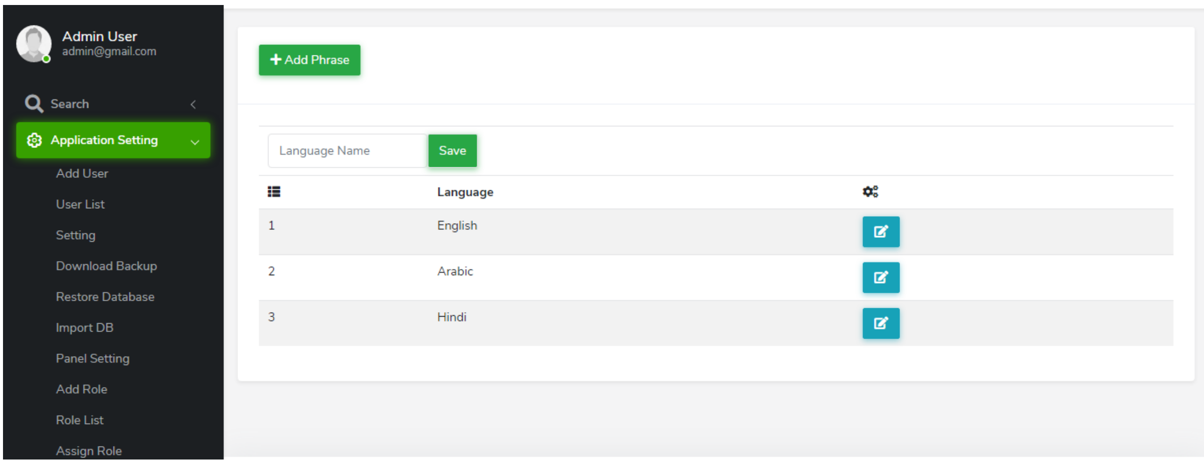
panel Setting

If you want to customize the colour and font of your software you can edit them in the Panel setting.



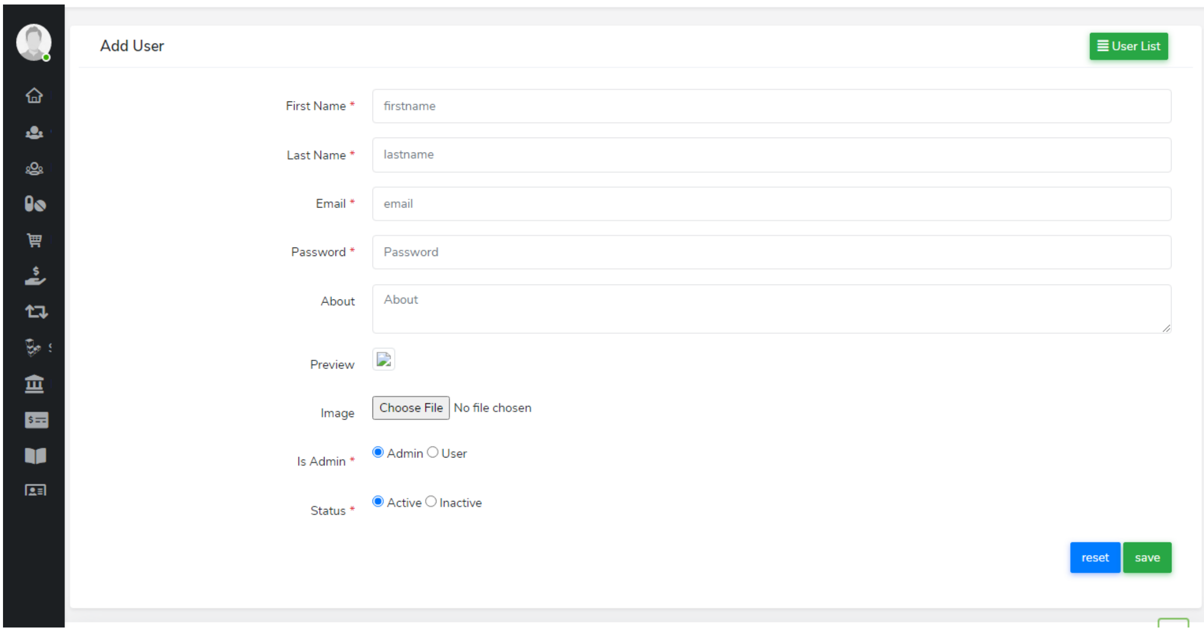
Language Setting

You can set the language of the software according to your prefference.



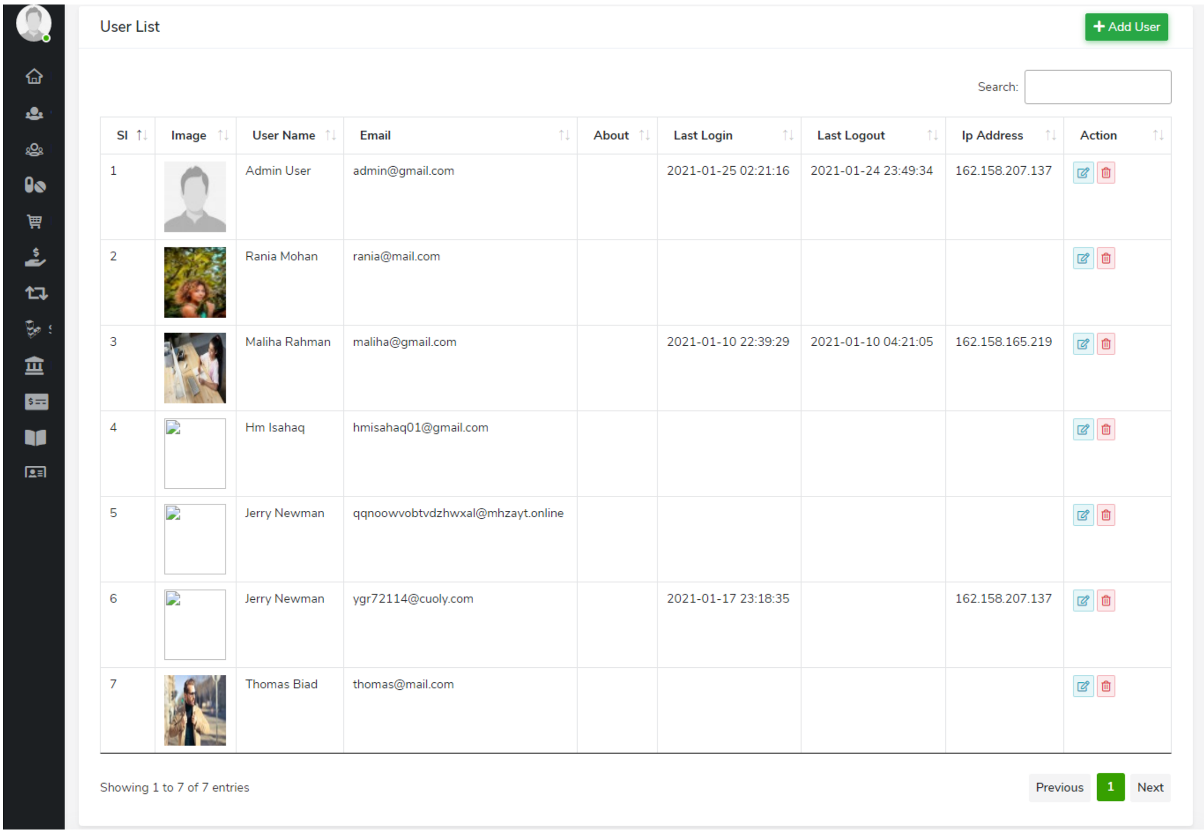
Add User

you can add user here according to your need with their necessary information such as name, phone no, email address etc. A password for a user can be set here for his login into the system.



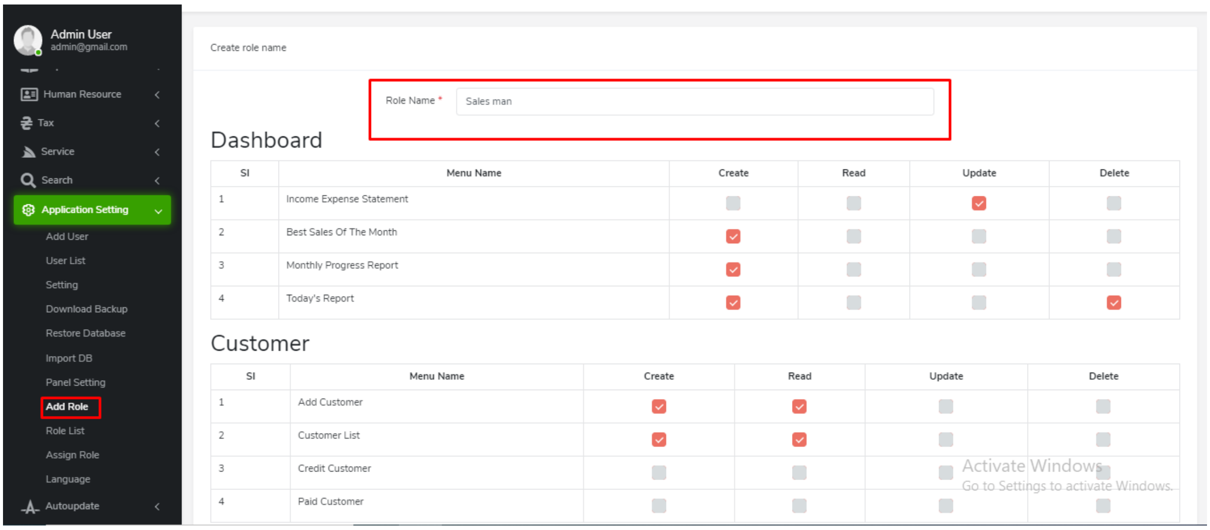
User List

You will find all the user list here. Their email address, login information, ip address etc will be listed here.



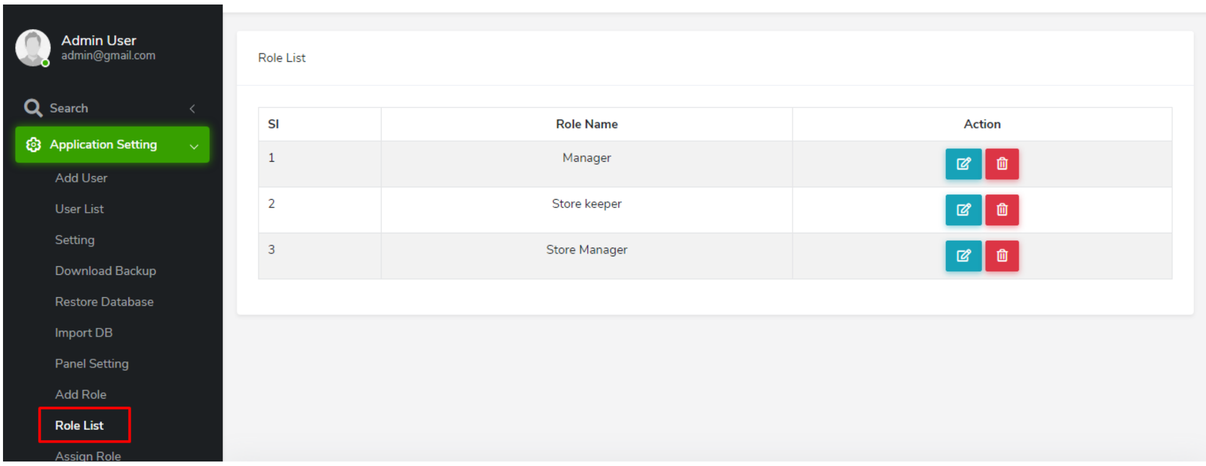
Add role

You can create a role from this module. The roles can be customized here. At first Set a role name and assign some modules to that role. There are checkboxes to assign the modules to a role. A role can only work on the specific check marked modules.



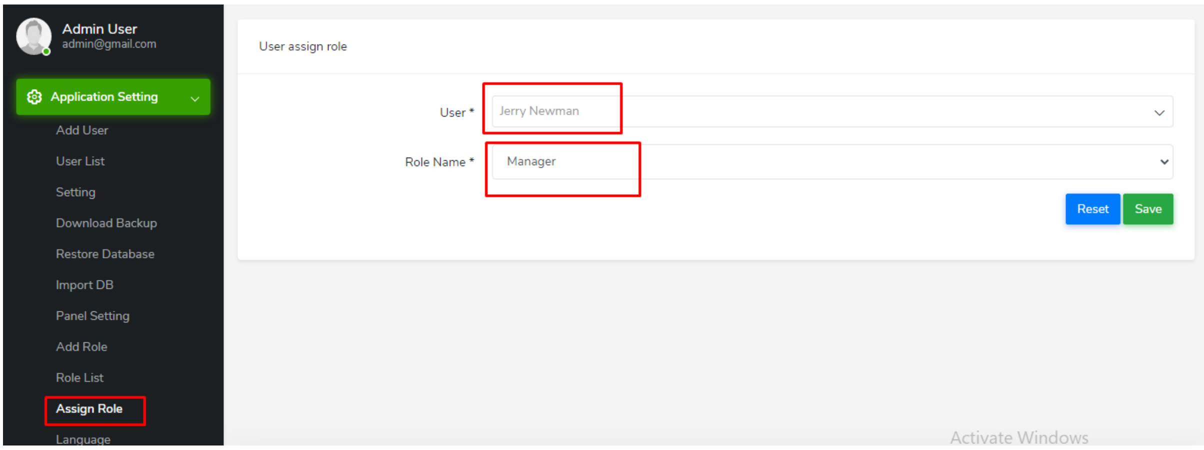
Roll List

You can find all the roles in the role list. You can edit and delete any role from here.



Assign Role

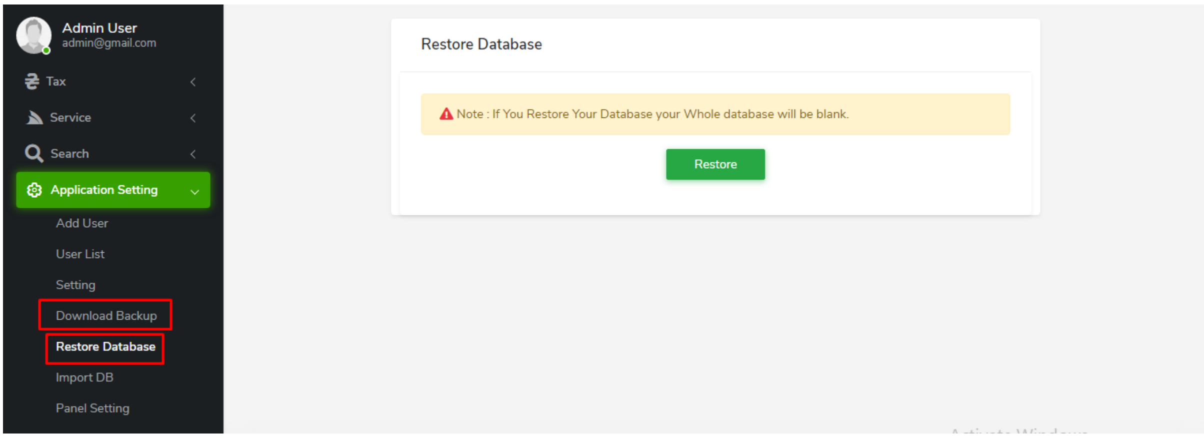
You can select a user and a role here to assign the role to that user.



Data Backup

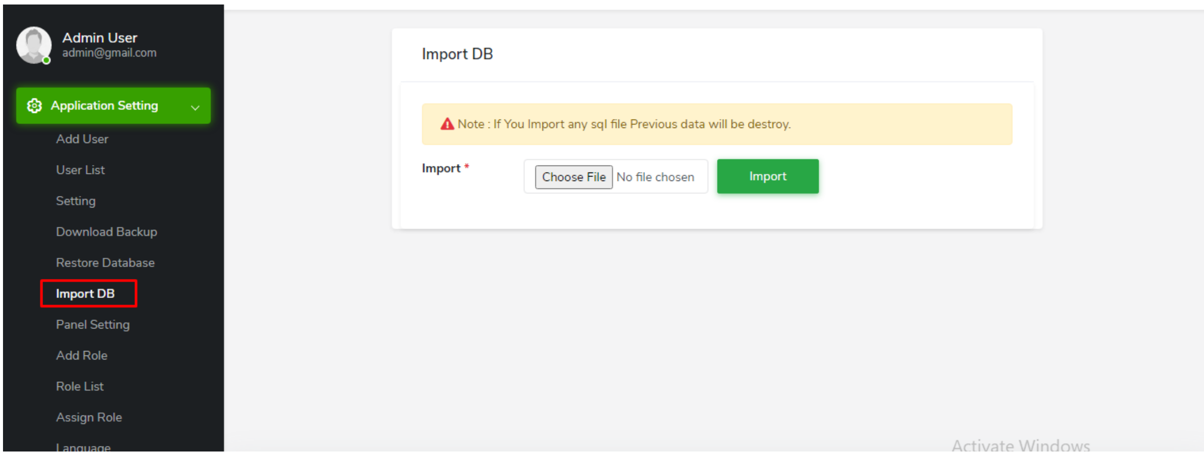
Restore Database

If you want to restore your software database then go to Application Setting>Restore Database. If you click on restore button it will remove all of the data of your system. For safety you can download a backup sql file of all of the data at first. Go to Application Setting and just click on Download Backup. You will get a sql file downloaded instantly.



Import DB

If you want to import a new database to your system then go to Application Setting>Import DB. Now choose a sql file and upload it. Once you import a new sql file all the previous data will be removed.



Forget Password

Password Reset

You may forget your password, anyhow to login to your software. In that case, during setting up your software you must need to set your valid email address in setting. By setting your email address in setting whenever you forget your password during login just click on forget password. An email will be sent to your email, you will get a link there, from there you can reset your password.