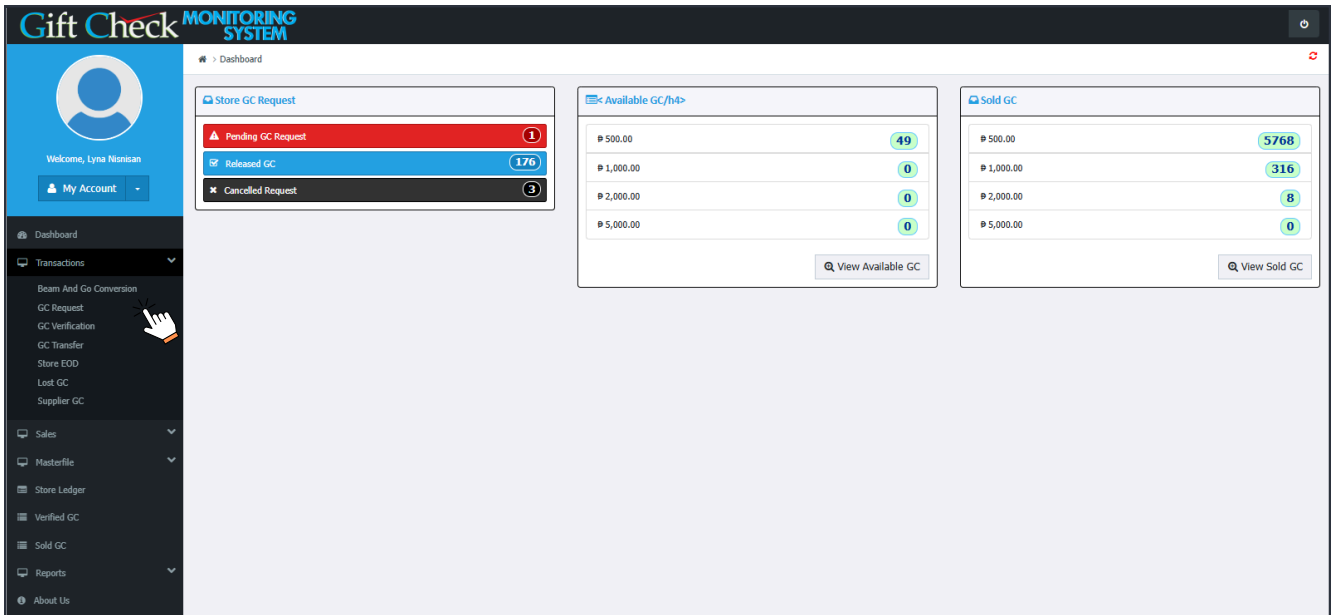


GC REQUISITION PER STORE

Retail Store Account



Gift Check MONITORING SYSTEM

Welcome, Lyna Nisnisan

Store GC Request

Status	Count
Pending GC Request	1
Released GC	176
Cancelled Request	3

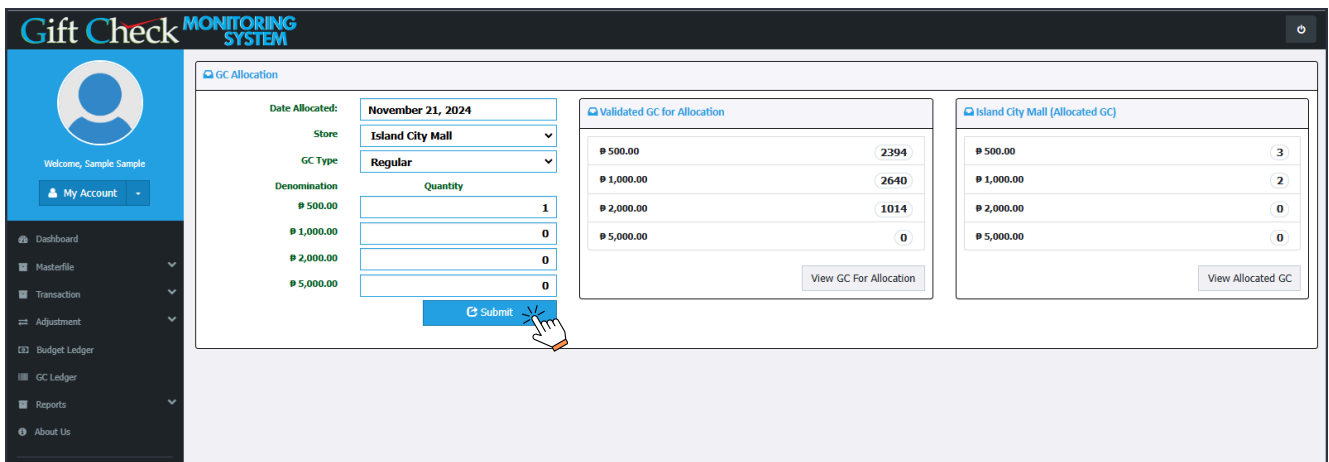
Available GC/h4>

Denomination	Count
₱ 500.00	49
₱ 1,000.00	0
₱ 2,000.00	0
₱ 5,000.00	0

Sold GC

Denomination	Count
₱ 500.00	5768
₱ 1,000.00	316
₱ 2,000.00	8
₱ 5,000.00	0

1st Step: Click GC Request under Transaction to create a Store GC Request.



Gift Check MONITORING SYSTEM

Welcome, Sample Sample

GC Allocation

Date Allocated: November 21, 2024

Store: Island City Mall

GC Type: Regular

Denomination

Denomination	Quantity
₱ 500.00	1
₱ 1,000.00	0
₱ 2,000.00	0
₱ 5,000.00	0

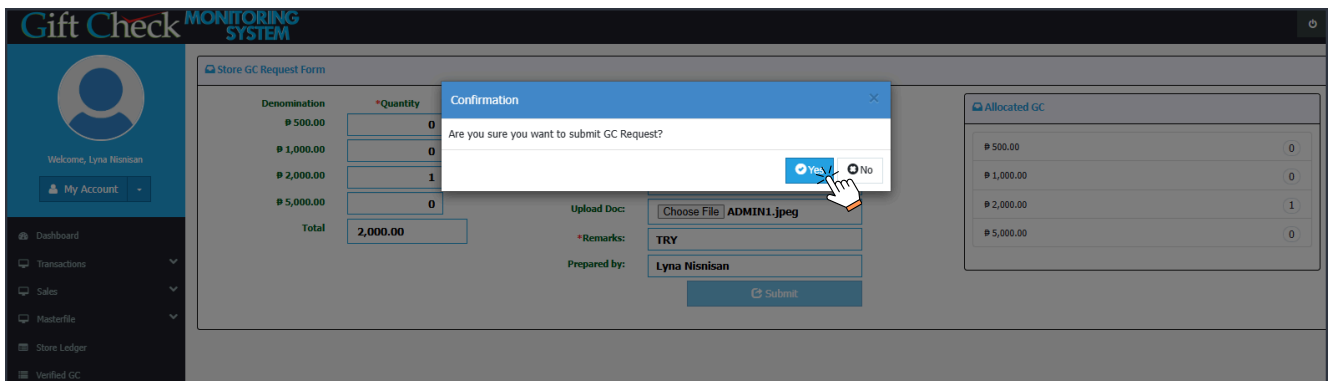
Validated GC for Allocation

Denomination	Count
₱ 500.00	2394
₱ 1,000.00	2640
₱ 2,000.00	1014
₱ 5,000.00	0

Island City Mall (Allocated GC)

Denomination	Count
₱ 500.00	3
₱ 1,000.00	2
₱ 2,000.00	0
₱ 5,000.00	0

2nd Step: Fill-up Store GC Request Form and click submit to finalize the request. On the left side it shows the denomination and the number of GC's available for Store Allocation.



Gift Check MONITORING SYSTEM

Welcome, Lyna Nisnisan

Store GC Request Form

Denomination

Denomination	Quantity
₱ 500.00	0
₱ 1,000.00	0
₱ 2,000.00	1
₱ 5,000.00	0
Total	2,000.00

Confirmation

Are you sure you want to submit GC Request?

☒ Yes ☐ No

Allocated GC

Denomination	Count
₱ 500.00	0
₱ 1,000.00	0
₱ 2,000.00	1
₱ 5,000.00	0

3rd Step: Click "Yes" for confirmation of GC Request.

GC ALLOCATION



1st Step: Click Transaction on Dashboard then click Allocate GC to request for GC Allocation.

2nd Step: Fill-up GC Allocation Form and quantities per denomination needed for requisition then "Submit"..

3rd Step: Click OK to confirm GC Allocation.



GC ALLOCATION APPROVAL



1st Step: Click Pending Request button under Store GC Request Module.

GC Request No.	Requested By	Date Needed	Prepared By	Date Requested	Request Status
0171	Alturas Mall	November 21, 2024	Lyna Nisanis	November 20, 2024	
0170	Alturas Mall	November 21, 2024	Lyna Nisanis	November 19, 2024	
0169	Alturas Mall	November 21, 2024	Lyna Nisanis	November 19, 2024	
0168	Alturas Mall	November 21, 2024	Lyna Nisanis	October 17, 2024	

2nd Step: To view GC Request details click GC Request line.

3rd Step: Click Ok to Create Releasing Entry Form.



Gift Check MONITORING

Releasing Entry

GC Releasing No.: 686
 Date Released: November 21, 2024
 Upload Document: [Choose File] ADMIN1.jpeg
 Remarks: TEST
 Checked by: Mary Grace Celeste I. I.
 Released by: Sample Sample
 Received by: CAGAS
 Payment Type: Cash
 Amount Received: 2,000.00

Store: Alturas Mall
 GC Request No.: 0171
 Date Requested: November 20, 2024
 Date Needed: November 21, 2024
 Time Requested: 9:30 am
 Remarks: TRY
 Requested by: Lyna Nisnisan

Denomination	Requested GC	Subtotal	Allocated GC
2,000.00	1 pc(s)	2,000.00	2 pc(s)
Total		2,000.00	

Buttons: Save, Close, View Allocated GC, Scan Range, View Scanned GC

4th Step: Fill-up and complete Releasing Entry Form.

5th Step: Click View Allocated GC to check for GC barcode number ready for releasing.

Alturas Mall Allocated GC

Barcode No.	Pro. No.	Type	Denomination
1410000004186	27	Regular	2,000.00
1410000004187	27	Regular	2,000.00

Showing 1 to 2 of 2 entries

Buttons: Close, View Allocated GC, Scan Range, View Scanned GC

6th Step: To search for Store Allocated GC, input GC Barcode # in the search box.

Alturas Mall Allocated GC

Search: 1410000004186

Barcode No.	Pro. No.	Type	Denomination
1410000004186	27	Regular	2,000.00

Showing 1 to 1 of 1 entries (filtered from 2 total entries)

Buttons: Close, View Allocated GC, Scan Range, View Scanned GC

7th Step: Click Scan GC button to scan each GC barcode number.

Gift Check MONITORING

Releasing Entry

GC Releasing No.: 686
Date Released: November 21, 2024
Upload Document: Choose File ADMIN1.jpeg
Remarks: TEST
Checked by: Mary Grace Celeste I. I.
Released by: Sample Sample
Received by: CAGAS
Payment Type: Cash
Amount Received: 2,000.00

Store: Alturas Mall
GC Request No.: 0171
Date Requested: November 20, 2024
Time Requested: 9:30 am
Date Needed: November 21, 2024
Document: Download
Remarks: TRY
Requested by: Lyna Nisnisan

Denomination	Requested GC	Subtotal	Allocated GC	Scanned GC
P 2,000.00	1 pc(s)	P 2,000.00	2 pc(s)	0
Total		P 2,000.00		

Buttons: View Allocated GC, Scan Range, View Scanned GC, Save, Close

8th Step: Scan GC barcode number then click submit.

Scan GC for Releasing

Release No.: 686
Date: November 21, 2024
Store: Alturas Mall
Denomination: P 2,000.00

Barcode: 1410000004186

Validated by: Sample Sample

Buttons: Submit, Close

9th Step: GC successfully scanned.

Scan GC for Releasing

Release No.: 686
Date: November 21, 2024
Store: Alturas Mall
Denomination: P 2,000.00

Barcode: 1410000004186

Validated by: Sample Sample

Message: Barcode Number 1410000004186 successfully scanned for release.

Buttons: Submit, Close

10th Step: Allocated GC must be equal to Scanned GC. Click save to finalize GC Releasing Entry Form.

Gift Check MONITORING

Releasing Entry

GC Releasing No.: 686
Date Released: November 21, 2024
Upload Document: Choose File ADMIN1.jpeg
Remarks: TEST
Checked by: Mary Grace Celeste I. I.
Released by: Sample Sample
Received by: CAGAS
Payment Type: Cash
Amount Received: 2,000.00

Store: Alturas Mall
GC Request No.: 0171
Date Requested: November 20, 2024
Time Requested: 9:30 am
Date Needed: November 21, 2024
Document: Download
Remarks: TRY
Requested by: Lyna Nisnisan

Denomination	Requested GC	Subtotal	Allocated GC	Scanned GC
P 2,000.00	1 pc(s)	P 2,000.00	2 pc(s)	1
Total		P 2,000.00		

Buttons: View Allocated GC, Scan Range, View Scanned GC, Save, Close

11th Step: Click OK to Save the Transaction.

The screenshot shows the 'Gift Check MONITORING' interface. A 'Releasing Entry' form is open, displaying details for GC Releasing No. 686, Store: Alturas Mall, and GC Request No.: 0171. A confirmation dialog box is overlaid on the form, asking 'Are you sure you want to save transaction.' with 'OK' and 'Cancel' buttons. The form includes fields for Date Released, Upload Document, Remarks, Checked by, Released by, Received by, Payment Type, and Amount Received. A table shows the transaction details: Denomination (₱ 2,000.00), Requested GC (1 pc(s)), Subtotal (₱ 2,000.00), and Allocated GC (2 pc(s)).

12th Step: GC Releasing Report is available for viewing.

Sample GC Releasing Report Document

The screenshot shows a PDF report titled 'GC Released No. 686 Report'. The report is from ALTURAS GROUP OF COMPANIES, Head Office - Treasury Department. It includes the following details:

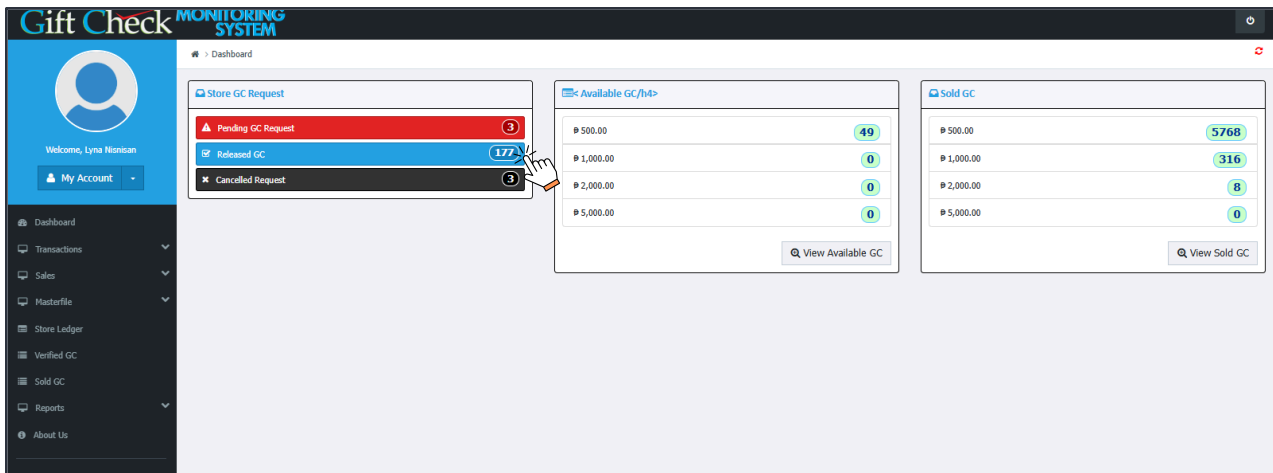
- Location: AGC Head Office
- Store: Alturas Mall
- GC Rel. No.: 686
- Date Released: November 20, 2024
- Denomination: 2,000.00
- No of GC: 1 pcs
- Releasing Type: Whole
- Total No. of GC: 1.00 pc
- Total GC Amount: 2,000.00
- Payment Type: CASH
- Amount Received: 2,000.00
- Received by: CAGAS
- Released by: Sample Sample
- Checked by: Mary Grace Celeste I. Bernaldez

13th Step: Log-in Store Department Account for GC Receiving.



RETAIL STORE - GC RECEIVING

Retail Store Account



Gift Check MONITORING SYSTEM

Welcome, Lina Nonsan

My Account

Dashboard

Transactions

Sales

Masterfile

Store Ledger

Verified GC

Sold GC

Reports

About Us

Store GC Request

Pending GC Request 3

Released GC 177

Cancelled Request 3

Available GC/h4>

500.00 49

1,000.00 0

2,000.00 0

5,000.00 0

View Available GC

Sold GC

500.00 5768

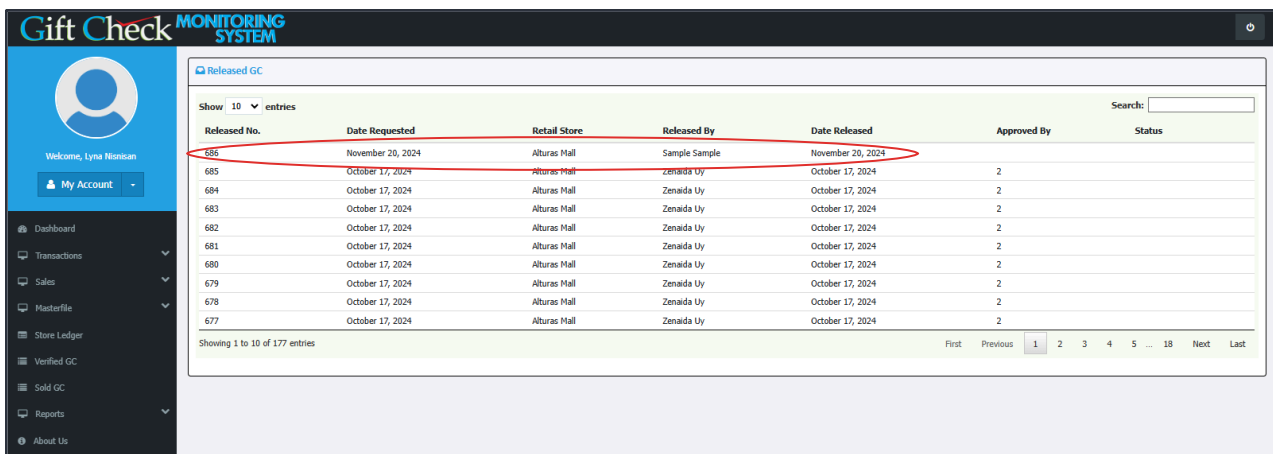
1,000.00 316

2,000.00 8

5,000.00 0

View Sold GC

1st Step: Click Released GC button under Store GC Request Module.



Gift Check MONITORING SYSTEM

Welcome, Lina Nonsan

My Account

Dashboard

Transactions

Sales

Masterfile

Store Ledger

Verified GC

Sold GC

Reports

About Us

Released GC

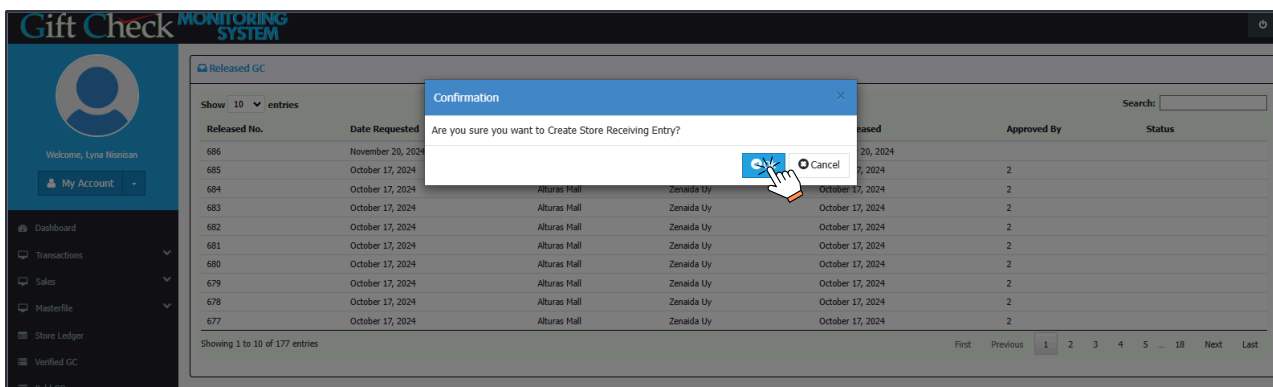
Show 10 entries

Released No.	Date Requested	Retail Store	Released By	Date Released	Approved By	Status
686	November 20, 2024	Alturas Mall	Sample Sample	November 20, 2024		
685	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
684	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
683	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
682	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
681	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
680	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
679	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
678	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
677	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	

Showing 1 to 10 of 177 entries

First Previous 1 2 3 4 5 ... 18 Next Last

2nd Step: To view Store GC Request details Click Released GC line



Gift Check MONITORING SYSTEM

Welcome, Lina Nonsan

My Account

Dashboard

Transactions

Sales

Masterfile

Store Ledger

Verified GC

Sold GC

Released GC

Show 10 entries

Released No.	Date Requested	Retail Store	Released By	Date Released	Approved By	Status
686	November 20, 2024	Alturas Mall	Sample Sample	November 20, 2024		
685	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
684	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
683	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
682	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
681	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
680	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
679	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
678	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	
677	October 17, 2024	Alturas Mall	Zenaida Uy	October 17, 2024	2	

Showing 1 to 10 of 177 entries

First Previous 1 2 3 4 5 ... 18 Next Last

Confirmation

Are you sure you want to Create Store Receiving Entry?

OK Cancel

3rd Step: Click OK to Create Store Receiving Entry.



Gift Check MONITORING SYSTEM

Welcome, Lyna Nisnisan

Store GC Receiving Module

GC Receiving No.: 163
 Date Received: November 21, 2024
 GC Request No.: 0171
 Date Requested: November 20, 2024
 GC Released No.: 686
 Date Released: November 20, 2024
 Released By: Sample Sample
 Received Type: Whole
 Checked By:
 Received By: Lyna Nisnisan

Denomination	Qty	Scanned GC
P 2,000.00	1	0
Total:	1	0

Buttons: Save, Manager Key, Close

4th Step: Fill-up Store GC Receiving Form and Scan all validated GC ready for receiving.

Gift Check MONITORING SYSTEM

Welcome, Lyna Nisnisan

Validate GC for Receiving

Receiving No.: 163
 Date: November 21, 2024
 Store: Alturas Mall
 Denomination: 2,000.00
 GC Barcode: 1410000004186
 Validated by: Lyna Nisnisan

Buttons: Submit, Save, Manager Key, Close

5th Step: Scan GC Barcode Number and then click Submit to Validate GC for receiving.

Gift Check MONITORING SYSTEM

Welcome, Lyna Nisnisan

Validate GC for Receiving

Receiving No.: 163
 Date: November 21, 2024
 Store: Alturas Mall
 Denomination: 2,000.00
 GC Barcode: 1410000004186
 Validated by: Lyna Nisnisan

✓ GC Barcode #1410000004186 successfully scanned for receiving.

Buttons: Submit, Save, Manager Key, Close

6th Step: Barcode number successfully scanned.

Store GC Receiving Module

GC Receiving No.: 163

Date Received: November 21, 2024

GC Request No.: 0171

Date Requested: November 20, 2024

GC Released No.: 686

Date Released: November 20, 2024

Released By: Sample Sample

Received Type: Whole

Checked By: CLAIRE

Received By: Lyna Nisnisan

Denomination	Qty	Scanned GC
P 2,000.00	1	1
Total:	1	1

Buttons: Save, Manager Key, Close

7th Step: Click Save to finalize the store receiving form with Scanned GC.

Confirmation

Are you sure you want to save transaction?

Buttons: Yes, No

8th Step: Click Yes to save and confirm the Transaction.

Dashboard

Store GC Request

- Pending GC Request: 3
- Released GC: 177
- Cancelled Request: 3

Available GC/h4

Denomination	Count
P 500.00	49
P 1,000.00	0
P 2,000.00	1
P 5,000.00	0

Sold GC

Denomination	Count
P 500.00	5768
P 1,000.00	316
P 2,000.00	8
P 5,000.00	0

Buttons: View Available GC, View Sold GC

9th Step: Click Available GC button to view the number of GC received.

Available GC

Barcode No.	Denomination	Request No.	Returned
1210000056961	P 500.00	154	
141000004186	P 2,000.00	171	
1210000056974	P 500.00	154	
1210000056955	P 500.00	154	
1210000057480	P 500.00	160	

Showing 1 to 5 of 50 entries

Buttons: Close

10th Step: Available allocated GC.

