**Requirements Summary: Bookkeeping**

The intended purpose of this software project is to reduce the amount of manual manipulation of data necessary to produce a set of books for a limited company, to use consistent terminology and to produce 100% accuracy within the system.

From the online banking system a monthly statement will be downloaded in Excel spread-sheet format into the ‘Bank Account’. This data will be used to create a ‘Bank Book’, N.B. this book and all other books will be structured in line with the UML\_Diagram\_F3M\_Books document. An interface form will be used to ‘sort’ i.e. put the raw data into the appropriate column in the Bank Book.

The Bank Book data will then be *sorted,* in a similar fashion as above to the ‘Sales Book’, ‘Purchases\_Expenses Book’ and ‘Journal’. If Purchases\_Expenses or Journal is destination the a *sort* to sub category will follow .

The data from the three above books will be fed into the ‘Cash Book’.

Finally a summary document will be produced, using the Bank Account and all the books in the system, and printed out.

N.B. in the first paragraph “within the system” is a key phrase, cross checks via the summary document; original bank statements, receipts etc. will be done external to this programme, to ensure integrity of company accounts.