**AR DASHBOARD**

**Project Objective:**

To create a grade based portal for sales/commercial and legal team to capture and collect of Accounts receivables from the vendor/customer which is in overdue.

**Project Description:**

The goal of this project is to collect the entire Amount which is needed to receive from the vendor. All overdue amounts was collectively comes to sales and commercial team to recover the amount by within 45 days if the pending of amount receivables even after the 45 days the data will move to the legal team to collect the pending amount from the vendor/customer and the legal team also have the power to sue the case against the vendor to recollect the amount.

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| **S.NO** | **Menu** | **Workflow description** |
| 1. | Sales/ commercial team | * The sales and commercial team should receives the data from the SAP which is overdue from the due date of the actual amounts payable by the vendor with the headers of customer code, customer name, document number, document type, document date, posting date, payment term, net balance, number of days, due date, remarks, address, dis.ch, division, cheque number and the comments column. * It will indicate here and these both teams are the responsibility to collect that money of within 45 days. * Within 45 days if the amount was fully collected by the sales or commercial team it moves to completed tab or if not collected it will move to the legal team for the further process. * If the sales and commercial team doesn’t make any if the actions in those 45 days it will move automatically to the legal team. |
| 2. | Legal team | * The legal team gets the AR Data after 45 days if the amount was not collected. Then the legal initiate to recover the money back. * The legal have the authority to sue the case against the vendor who is not payable yet. * If the legal team collect the amount later than those entries are goes into the completed tab. |