

# Finsys Document

FINSYS is an Accounting Software FINSYS is updated version of ERP.

FINSYS is a comprehensive cloud accounting platform that takes care of your business finance. From accounting, stock tracking, bank reconciliation and managing projects and keeping your business GST compliant.

FINSYS provides complete ERP Management tools. Using this application we can generate invoices, estimates, record expenses, payments and incomes, manage inventory etc. FINSYS generate accurate financial reports based on the transactions we recorded. We can easily record our business transactions by using this application.

With FINSYS we can generate GST invoices and file accurate GST returns.

FINSYS comes with a wide range of banking features. By using online banking, we can do banking transactions by directly connecting to the concerned bank's website. Offline banking helps us to record bank transactions. And we can reconcile the bank account transactions using the Bank Reconciliation feature in FINSYS.

“Item” module in FINSYS allows us to create the product and services we have. We can add opening balance if any, using this feature. And by using “Stock Adjustment” feature we can adjust the quantity of stock items.

## Items Module:

Items are the products you sell, or the service you provide.

Items module consists of three sections:

- 1) Items
- 2) Price List

### 3) Stock Adjustment

#### **1) Items:**

- When clicking on the item option a drop down list must appear with three options :
  - Items
  - Price Lists
  - Stock Adjustments
- When clicking on Items it will redirect to ALL ITEMS page, which lists all items in a table containing table details of NAME, TYPE, UNIT, HSN, PURCHASE COST, SALES COST, STOCK .
- On top of the table Search option :Working on alphabets order.
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    1. All: (Working)
    2. Name: (Working)
    3. HSN: (Working)
- On top of the table Filter by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    1. All : (Working)
    2. Active: (Working)
    3. Inactive: (Working)

- On top of the table Add Item button:
  - When clicking on Add Item button it will redirect to ADD ITEM page.
- ADD ITEM page consists of a form containing:
  - NAME: Name of the item
  - TYPE: When clicking on the input field for type, a drop down list must appear with the below two options and user must be able to select one:
    1. Goods
    2. Services
  - UNIT: When clicking on the input field for unit, a drop down list must appear with the list of units available with unit symbol and unit name.
    - ❖ An ADD button must be there near to the input field. When clicking on the ADD button it must direct to UNIT CREATE page.
    - ❖ UNIT CREATE page consists of a form containing below two input fields and a create button, after filling the input fields and click create button new unit must get created and that unit must be visible in the unit drop down.
      1. Unit symbol.
      2. Unit name.
  - HSN: (**Work not completed**) When clicking on the input field for HSN user must be able to add an exactly 6 digit number.

**MISTAKE:(Update this section such that for every item there must be an associated HSN number, and when selecting the**

item the HSN number must be automatically updated to this input field).

**MISTAKE: Add one more field in the add item page.**

**Minimum stock to maintain. When stock is less than minimum number give alert message that stock is less.**

➤ **TAX REFERENCE: (Work not completed)** Tax reference section consists of checkbox options:

1. Taxable
2. Non Taxable

When the user select the taxable option , two more input fields must appear.

1. Intra State Tax Rate: When user click on the input field a drop down must appear with the GST Tax rates:

- ☐ GST 0(0%)
- ☐ GST 5(5%)
- ☐ GST 12(12%)
- ☐ GST 18(18%)
- ☐ GST 28(28%)

2. Inter State Tax Rate: When user click on the input field a drop down list must appear with the IGST Tax rates:

- ☐ IGST 0(0%)
- ☐ IGST 5(5%)
- ☐ IGST12(12%)
- ☐ IGST18(18%)
- ☐ IGST28(28%)

### **MISTAKE:**

**(Update this section such that when the user select any GST or IGST rate that is not suitable or not applicable to that particular item, give an error message: invalid GST/IGST rate and here in this section both the checkbox options are able to select at a time, modify this section like, not to select two checkboxes at a time).**

- **PURCHASE PRICE: (Work not completed)** This section consists of a label INR, and an input field for typing price in digits.
- **SALES PRICE: (Work not completed)** This section consists of a label INR and an input field for typing price in digits.

### **MISTAKE:**

**(Update this section such that ,make the Currency field as a label not as an input field)**

- ACCOUNT(for purchase price):When clicking on the account input field one drop down list must appear with options
  - Cost of goods sold
  - Cost of sales
  - Equipment rental for sales
  - Freight and Shipping Cost
  - Inventory Shrinkage
  - Merchant Account Fees
  - Purchases-Hardware for Resale
  - Purchases-Software for Resale
  - Subcontracted Services
  - Tools and Craft Suppliers
- ACCOUNT(for sales price):When clicking on the account input field one drop down list must appear with options
  - Sales
  - General Income
  - Account Charges
  - Interest Charges
  - Other Charges

**MISTAKE:**

**(Update this section such that when this page is get loaded don't give the first option in the drop downlist as default option)**

- DESCRIPTION(for purchase price):A text area to write multiple line of texts.

- DESCRIPTION(for sales price):A text area to write multiple line of texts.
- TRACK INVENTORY (check box):When user select the track inventory checkbox three new input fields must appear below that.
  - Inventory Account: When user click on the input field a drop down list must appear with options:
    - Inventory Assets
      - Stock on hand: An input field to add price in digits.
      - Stock rate per unit: An input field to add price in digits.
- ACTIVE/INACTIVE: Two radio buttons to select whether the item is active or inactive according to the stock available. When the user select inactive, then that particular item must get inactive in every item list.
- When clicking on any of the items from the ALL ITEMS table it will redirect to VIEW ITEM page.
- VIEW ITEM page consists of two sections:
  1. Overview
  2. Transactions
- 1) Overview: This page consists of:
  - ✓ The view of items with details of :
    - ❖ Item details : Type, Unit, HSN Code, Tax  
Reference, Intra State Tax Rate, Inter State Tax Rate, Inventory Account, Stock On Hand, Stock Rate per Unit.
    - ❖ purchase information: Purchase Price, Purchase Account, Description.

❖ Sales information: Sales Price, Sales Account, Description.

**MISTAKE: (Correct the alignment of Purchase information and sales information section and pdf button)**

- ✓ On top of the view section active, edit, delete and print button. (**printing mistake**)
- ✓ On bottom of the view back button.

**MISTAKE:(In edit section ‘not sure about the HSN click here’ is not working properly).**

2) Transactions: This page consists of:

- ✓ The transactions of items with details of : Sales Price, Purchase Price, Stock Quantity, Stock Value, Type, Date, Quantity, Price, Total.

**MISTAKE:(Even though there is no transaction taken place transaction is shown in this page).**

**MISTAKE 8: (Correct the alignment of stock quantity and stock value. Add pdf button.)**

## **2) Price List:**

- When clicking on the item option a drop down list must appear with three options :
  - Items
  - Price Lists
  - Stock Adjustments



- When clicking on Price Lists it will redirect to ALL PRICE LIST page, which lists all price lists in a table containing table details of NAME, DESCRIPTION, TYPE, ITEM RATE, ROUNDING, STATUS DETAILS.
- On top of the table Search option :Working on alphabets order.
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    4. All: (Working)
    5. Name: (Working)
    6. Type: (Working)
- On top of the table Filter by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    4. All : (Working)
    5. Active: (Working)
    6. Inactive: (Working)
- On top of the table Add Price List button:
  - When clicking on Add Price List button it will redirect to NEW PRICE LIST page.
- NEW PRICE LIST page consists of a form containing:
  - NAME: Name of the item
  - TYPE: Two radio buttons to select either sales or purchase.

- ITEM RATE: Two radio buttons to select either ‘Markup or Markdown the item rates by a percentage’ or ‘Enter the rate individually for each item’.

When the user select the ‘Markup or Markdown the item rates by a percentage’ option , three more input fields must appear below the page.

1. Description: A text area to type multi line input texts.
2. Percentage: On the right hand side a drop down with two options:
  - Markup
  - Markdown
3. Round Off to: Drop down list consist of 5 options:
  - Never mind
  - Nearest whole number
    - .99
    - .49
    - .50

When the user select the ‘Enter the rate individually for each item’ option , three more input fields must appear below the page.

1. Description: A text area to type multi line input texts.
2. Currency: A drop down list containing the option Indian Rupee
3. Customize Item Rates in Bulk: Another section at the bottom of the page. Which allows to Add custom rates for each item to be saved as a price list. Consists of a table containing ITEM DETAILS, STANDARD RATE(INR), CUSTOM RATE(INR).

- Save and Cancel button.

- When clicking on any of the items from the ALL PRICE LIST table it will redirect to PRICE LIST OVERVIEW page.
- PRICE LIST OVERVIEW page consists of one section:

### 3. Overview

#### 3) Overview: This page consists of:

- ✓ The price list details with :
  - ❖ Type, Item Rate, Description, Percentage, Round off to, Currency.
- ✓ On top of the price list details section inactive, edit, delete and pdf button.

**MISTAKE: print button is missing**

## 3) Stock Adjustments:

- When clicking on the item option a drop down list must appear with three options :
  - Items
  - Price Lists
  - Stock Adjustments
- When clicking on Stock Adjustments it will redirect to ALL STOCK ADJUSTMENTS page, which lists all items in a table containing table details of DATE, REASON, DESCRIPTION,

REFERENCE No, TYPE, STATUS, CREATED BY, CREATED TIME.

**MISTAKE:**

**(Created time is not getting displayed in the table) □**

On top of the table Search option :Working on alphabets order.

- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    7. All: (Working)
    8. Reason: (Working)
    9. Reference Number: (Working)
- On top of the table Filter by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    7. All : (Working)
    8. Draft: (Working)
    9. Approved: (Working)
- On top of the table Add Price List button:
  - When clicking on Add Adjustment button it will redirect to NEW ADJUSTMENT page.
- NEW ADJUSTMENT page consists of a form containing:
  - MODE OF ADJUSTMENT: A drop down list consist of two options:
    - Quantity Adjustment
    - Value Adjustment

- REFERENCE NUMBER: An input field to add reference number.
  - DATE: Date picker
  - ACCOUNT: Drop down list to select account
  - REASON: Drop down list to select reason, and an add button to add new reason. When clicking on the add button a modal will appear which consists of an input field to add a reason and Add and cancel button. After the reason is added it must get displayed in the reason drop downlist.
  - DESCRIPTION: A text area to to give multi line text input.
  - If the mode of adjust is 'Quantity Adjustment'. The items details portions is displayed with a table containing:
    - Item details: A drop downlist of items available
    - Quantity Available: An input field to enter quantity.
    - New Quantity on hand: An input field to enter quantity.
    - Quantity Adjusted: An input field to enter quantity.
    - A delete button to delete the row.
    - An add button to add new row.
  - Choose file: Choose file section to add any related files.
  - Draft and Save buttons.
- When clicking on any of the items from the ALL STOCK ADJUSTMENTS table it will redirect to STOCK ADJUSTMENT VIEW page.
  - STOCK ADJUSTMENT VIEW page consists of two sections:
    4. Overview
    5. Statement

**4**) Overview: This page consists of:

- ✓ The view of stock adjustment details with details of : Reference Number, Reason, Description, Date, Mode of Adjustment, Status, Account, Created By, Item Details, Quantity Available, New Quantity on hand, Quantity Adjusted.
- ✓ On top of the view section edit and delete button.
- ✓ On bottom of the view back button.

**5) Statement:** This page consists of:

- ✓ The statement of stock adjustment with details of : Reference Number, Reason, Description, Date, Mode of Adjustment, Status, Account, Created By, Item Details, Quantity Available, New Quantity on hand, Quantity Adjusted.
- ✓ On top of the view section edit, delete, print, pdf, comment buttons. When comment button is clicked a modal box is appeared to add comment, after adding the comment it must be get displayed in the statement and View page.
- ✓ On bottom of the view back button.

## ➤ **Cash & Bank Module**

Record All Cash and bank transactions cash

& Bank module consists of six sections:

### 1. Offline Banking

2. Bank Reconciliation
3. Bank Holders
4. Cash in Hand
5. Cheques
6. Loan Amount

### **1) Offline Banking**

- When clicking on Offline Banking it will redirect to List out page, which lists all items in a table containing details of Date, Bank Name, Account Number, IFSC Code, Opening Balance, Balance, Status.

- On top of the table Search option:
- On top of the table Sort by option (**Missing Sort Option**):

**MISTAKE (When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:**

1. All
2. Name
3. Opening Balance

- On top of the table Filter by option:
  - When clicking on the filter option a drop down menu must appear with the below options and sorting must be done in these three ways:

1. All
2. Active
3. Inactive

**MISTAKE (The current drop down options available are incorrect and need to be corrected)** □ On top of the table Add Bank button:

- When clicking on Add Bank button it will redirect to CREATE PAGE.
- CREATE PAGE consists of a form containing:
  - BANK NAME: Name of the Bank
  - ACCOUNT NUMBER: Account Number of the bank
  - BANK IFSC CODE: Ifsc code of the bank
  - BRANCH NAME: Name of the bank branch
  - OPENING BALANCE (**work not completed**): Opening Balance of Account Holder.

**MISTAKE:(Update this section such that opening balance should be 2-part DEBIT & CREDIT. Debit consist of increase the Opening Balance and Credit consist of decrease the Opening Balance)**

- DATE: Corresponding Date
- Save Bank Account & Close Button
- When trying to add existing account number it shows a error message□
- When Clicking any banking table of BANKING, it will Redirect OVERVIEW PAGE□
- Overviewpage which lists all items in a table containing details of Serial number, Date, Type, Name, Amount, Action : (EDIT & DELETE)□

**MISTAKE:(Currently Available fields name needs to be corrected)**

- On top of the table displays BANK NAME and TOTAL Amount□

**MISTAKE:(Missing detailing such that ACCOUNT**



**NUMBER, IFSC CODE, OPENING BALANCE should display)**

- On the top of the table Search Option:
- On the top of the table EDIT BANK Option Available. When clicking the button, it redirects to EDIT PAGE□
  - EDIT PAGE Consists of Form containing:( Everything on the Create page must be edited)
- On the top of the table Delete Button Available: To delete Bank

**MISTAKE:(Not Working needs to be Completed)**

- On the top of the table Bank Transaction are available. It consists of the following:
  1. **Bank to Cash Transfer:** When clicking this option, it redirects to bank\_ to \_cash page it consists a form:
    - FROM: It list out the Bank name
    - TO: It contain cash
    - Amount: Amount to be Transfer
    - ADJUSTMENT DATE: It contain date
    - DESCRIPTION: It contains the description about transactions
    - SAVE & CANCEL Button
    - When save this details it should be display in transaction table
    - After this transaction decrease the bank balance and increase the cash balance
  2. **Cash to Bank Transfer:** When clicking this option, it redirects to cash \_to \_bank page it consists a form:
    - FROM: It contain cash

- TO: It list out the Bank name
- Amount: Amount to be Transfer
- ADJUSTMENT DATE: It contain date
- DESCRIPTION: It contains the description about transactions
- SAVE & CANCEL Button
- When save this details it should be display in transaction table
- After this transaction decrease the cash balance of from bank and increase the bank balance

3. **Bank to Bank Transfer:** When clicking this option, it redirects to bank \_to \_bank page it consists a form:

- FROM: It list out the Bank name
  - TO: It list out the Bank name
  - Amount: Amount to be Transfer
- ADJUSTMENT DATE: It contain date
- DESCRIPTION: It contains the description about transactions
- SAVE & CANCEL Button
- When save this details it should be display in transaction table

After this transaction decrease the cash balance of from bank and increase the bank balance

4. **Adjust Bank Balance:** When clicking this option, it redirects to cash \_to \_bank page it consists a form:

- Account Name: It contain Bank Name ▪

TYPE: It Consist of Two types:

☐ Increase

Balance

☐ Reduce

Balance ✓ Increase Balance

- Amount: Amount to be Transfer
- ADJUSTMENT DATE: It contain date
- DESCRIPTION: It contains the description about transactions
- SAVE & CANCEL Button
- When save this details it should be display in transaction table
- Increase the bank balance

✓ Decrease Balance

- Amount
- Adjustment
- Description
- Save & cancel Button
- When save this details it should be display in transaction table
- Decrease the bank bank balance

- On the Top of the Table STATEMENT Button is Available
  - STATEMENT contain table details of Serial Number, Date, Type, Name, Amount

- On the top of statement table include details of transaction table
- All module bank entries should be shown on the transaction page
- Statement should be include:
  - PRINT
  - PDF
  - Share
  - Attach File

**MISTAKE:(Missing features of Edit, Delete, Print, Pdf, Attach file, Download Attached file and share through WhatsApp or mail)**

## **2) Cash in Hand Module:**

- When clicking on Cash in hand it will redirect to cash \_in \_hand page, which lists all items in a table containing details of Date, Type, Name, Amount ,Action

**MISTAKE:(Currently Available fields name needs to be corrected)**

- On top of the table Search option:
- On top of the table Filter by Date option:

**MISTAKE:(Currently Filter by option is incorrect, it works as filter the data using date and also user can choose 'from' date & 'To' date)**

- On the top of the table shows cash balance
- On the top of the table Add Cash button

➤ When Clicking Add Cash Button it redirects to add \_cash \_adjust page: it contains a form of following fields

- ADJUSTMENT: It consist of 2 options

- ✓ Add Cash

- ✓ Reduce Cash

- AMOUNT: Contain Amount

- ADD DATE: To adjust date

- DESCRIPTION: To add description

- CLOSE & SAVE Payment

□ On the Top of the table Statement Button Available. When clicking statement, it redirects to cash statement page.

- Statement contains table of details such that Date, Type, Name, Amount, Balance

- On the top of the statement table displays the login customer details and company name, balance

**MISTAKE:(Missing features of Edit, Delete, Print, Pdf, Attach file, Download Attached file and share through WhatsApp or mail)**

### **3) Bank Reconciliation(NILL)**

#### **4) Bank Holders**

- When clicking Bank Holders option it redirects to bank\_account\_holder list out page
- bank\_account\_holder page consists of table containing HOLDER NAME, BANK NAME, IFSC CODE, BRANCH NAME
- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to Excel option
- On top of the table Sort by option (**Missing Sort Option**):  
**MISTAKE (When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:**

**1.All**

**2.Holder Name**

**3.Bank Name**

- On top of the table Filter by option:□
  - When clicking on the Filter option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Active
    - 3.Inactive
- On top of the table New button:
  - When clicking on New button it will redirect to CREATE PAGE.

- **CREATE PAGE** consists of a form containing:

- **Form Contain**

- i. Bank Account Holder Form**

- **NAME:** Name of the Customer
- **ALIAS:** Contain alternative name of account
- **PHONE NUMBER:** Number of the Customer
- **EMAIL:** Email of the Customer
- **ACCOUNT TYPE:** Contain the type of account

**MISTAKE:(Needs to remove Credit card option from account type dropdown)**

- ii. Bank Account Form**

- **BANK NAME:** It list out all added bank names and customer can choose one of them

**MISTAKE:(Current filed name is incorrect needs to change holder name to bank name and extra bank name filed will remove)**

- **ACCOUNT NUMBER:** This field Automatically updated when customer choose bank name
- **IFSC CODE:** This field Automatically updated when customer choose bank name
- **SWIFT CODE:** To contain swift code
- **BRANCH NAME:** Contain branch name

- iii. Bank Configuration Form**

- **SET CHEQUE BOOK RANGE:** Consist of two option
  - ✓ YES
  - ✓ NO
- **ENABLE CHEQUE PRINTING:** Consist of two option
  - ✓ YES

✓ NO

➤ SET CHEQUE PRINTING CONFIGURATION: Consist of two option

✓ YES

✓ NO

#### **iv. Mailing Address Form**

➤ MAILING NAME: Mail name

➤ ADDRESS: Contain the address

➤ COUNTRY: Contain list of country

➤ STATE: Contain the list of state

➤ PIN: Contain the pin number

#### **v. Tax registration form**

➤ PAN IT NUMBER: Contain Pan number

➤ REGISTRATION TYPE: It contain 4 option

✓ REGULAR

✓ COMPOSITION

✓ CONSUMER

✓ UNREGISTER

**MISTAKE:(Unknown option needs to remove)**

➤ GST IN: This field is only Available for Regular and

composition ➤ SET ALTER GST DETAILS: It contains 2 option

✓ YES

✓ NO

#### **vi. Opening Balance Form**

➤ DATE: It contain date

➤ AMOUNT: It contains amount (Debit and credit balance )

- On the bottom of the form check box which is to agree all terms and conditions and a SAVE button□



- Clicking any items in the table it redirects to OVERVIEW page□
- Overview page list out all information about Bank holder
- Top of the page 2 button Edit, Active & inactive

**MISTAKE:(Missing DELETE option, needs to Complete)**

## **5) Loan Amount**

- When clicking Loan Amount option, it redirects to list out page
- bank\_account\_holder page consists of table containing DATE, HOLDER NAME, ACCOUNT NUMBER, LOAN AMOUNT, BALANCE, STATUS, ACTION(EDIT&DELETE)
  - ✓ Edit & delete perform based on the id
- On the top of the table Search option: Working on alphabets order.
- On top of the table Filter by option:

➤ When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:

1.All

2.Active

3.Inactive

□ On top of the table Sort by option (**Missing Sort Option**):

**MISTAKE (When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:**

**1.All**

**2.Holder Name**

**3.Amount**

- On the top of the table Export to Excel option

**MISTAKE:(Missing this option, need to completed)**

- On the top of the table Add Loan Account Button Available: it contains a form
  - ACCOUNT NAME: This field list out holder's name and also enable to add holder's name

**MISTAKE:(Not completed needs to add option and also list out holder's name)**

- ACCOUNT NUMBER: This field automatically updated by choosing account name
- CURRENTE BALANCE: This field automatically updated by choosing account name
- LENDER BANK: This filed allows to choose and enable to type.

**MISTAKE:(Not completed, Missing Typing feature. Needs to Complete)**

- BALANCE AS OF: This field shows the current date and also user can choose date

**MISTAKE:(Not completed, show current date needs to complete)**

- LOAN RECEIVED IN: This field list out cash, bank name and upi

**MISTAKE:(Not Completed, Upi option needs to add)**

- TERMS: It enable to type terms
- PROCESSING PAID FROM: This field list out cash, bank name and upi

**MISTAKE:(Not Completed, Upi option needs to add)**

- INTEREST RATE: It contain the interest rate
- PROCESSING FEE: It contain the process fee
- On the bottom of the form Save Loan Account Button Available
- By clicking Any of items in table it Redirects to the OVERVIEW PAGE
  - Overview page Contain The transaction table. Which includes the field of NAME, TYPE, DATE, AMOUNT, INTEREST, TOTAL AMOUNT, ACTION(EDIT&DELETE)
  - On the top of the transaction table Search option: Working on alphabets order.
  - On the top of the table date Filter option: filtration is based on the from date and to date

**MISTAKE:(Missing filter option, needs to complete)**

- On the top of the table Display the NAME, ACCOUNT NUMBER, RECEIVED BANK, BALANCE

□ Balance calculated by loan amount-payment amount

- On the top of the Make Payment Button Available
  - When clicking to make payment it redirects to loan payment.

It contains a form:

□ PRINCIPLE AMOUNT: It include the principle amount

□ INTEREST AMOUNT: It include the interest amount □

PAID FROM: It include CASH, UPI, BANK NAME

**MISTAKE:(UPI Option is missing Needs to complete)**

□ DATE: To set date

- TOTAL AMOUNT: Total amount is calculated by adding principle amount and interest, and total amount updated automatically
- On the bottom of the form close and save button
- After adding payment, it shows in the transaction table
- On the top of overview page STATEMENT button available
  - STATEMENT contain table details of DATE, TYPE, NAME, AMOUNT, INTEREST, TOTAL, BALANCE
  - On the top of statement table shows the all details of transaction table
  - On the top of table filter by date option: which filter name and holder's name according to the date
  - On the top of the table SHARE, PRINT, PDF and ACTIVE INACTIVE are available

## **Sales Module:**

The sales transactions in your business may be a simple cash sales, or even sales on credit. For each sales transaction, you will need to keep a record of the items that you sold, the payment that you received, goods returned, and so on. The invoice also serves as a proof of the purchase made by the buyer.

Sales module consists of nine sections:

- 1) Customers
- 2) Estimate
- 3) Sales Order
- 4)Invoices
- 5)Credit Notes

6)Payments Received

7)Retainer Invoices

8)Delivery Chellan

9)Recurring Invoices

## **1) Customers: (Work not completed)**

- When clicking on customers it will redirect to CUSTOMERS page, which lists all customers in a table containing details of:
  - ✓ CUSTOMER NAME
  - ✓ GST TYPE
  - ✓ GST NUMBER
  - ✓ MAIL
  - ✓ OPENING BALANACE
  - ✓ STATUS
  - ✓ BALANCE

**MISTAKE:(Remove Pan number, mobile number, receivables from table)**

- On top of the table Search option:
- On top of the page export to excel option: **MISTAKE:(Not working properly, its not directly exporting to excel)** □ On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    - All: (Working)
    - Name(Working)
    - Amount

**MISTAKE:(Add amount to sorting option)**

- On top of the table Filter by option:
  - When clicking on the Filter by option a drop down menu must appear with the below options and sorting must be done in these three ways:

10.All : (Working)

11.Active: (Working)

12.Inactive:

(Working)

- On top of the table Add Customer button:
  - When clicking on Add Customer button it will redirect to ADD CUSTOMER page.
- ADD CUSTOMER page consists of a form containing:
  - Customer information:
    - ✓ Title
    - ✓ First Name
    - ✓ Last Name
    - ✓ Company
    - ✓ Location
    - ✓ GST Type:
      - ❖ If the GST Type is registered a new input field must appear to add GSTIN. (GSTIN must possess the desired format otherwise give error message)
    - ✓ PAN number (PAN number must possess the desired format otherwise give error message)
    - ✓ Opening Balance: **MISTAKE:(For Opening Balance give two sections as debit and credit,**

**if the amount is credit make it as a minus figure)**

- ✓ Email
- ✓ Website
- ✓ Mobile number
  - Billing Address
- ✓ Street
- ✓ City
- ✓ State
- ✓ PIN Code
- ✓ Country (**MISTAKE: Make a drop down list of all countries**)

- Shipping Address
  - ✓ Street
  - ✓ City
  - ✓ State
  - ✓ PIN Code
  - ✓ Country (**MISTAKE: Make a drop down list of all countries**)

- Agree to terms and conditions checkbox.
- Save Option
- Save option is done redirect the customer list out page

**MISTAKE:(Add a new input field ‘credit limit’ to add credit limit amount. If the credit limit amount is not meeting the limitations a notification must be shown.)**

- When clicking on any of the customer from the CUSTOMERS table it will redirect to CUSTOMER profile page.
- CUSTOMER profile page consists of three sections: ○ Overview ○ Transactions ○ Statement ○ Overview: This page consists of:
  - ✓ Customer details: Name, company, email, mobile, website.

- ✓ Billing address: Street, city, state, pin code, country.
- ✓ Shipping address: : Street, city, state, pin code, country.
- ✓ GST details: GSTIN, GST type, PAN number, Opening balance, status.
- ✓ On top of the view section edit and delete, active/inactive, attach file button.

**MISTAKE: (Create a reason modal for delete option, add share, pdf, print button)**

○ Transactions:(**adopt finsys model**) (**Updation work**):

This page consists of:

- ✓ Customer details: Name, email, address, mobile, GSTIN.
- ✓ Transaction details: SI No., Date, Type, Number, Total, Balance.
- ✓ On top of the view section edit, delete, print, pdf, share button.

**Updation: (Create a reason modal for delete option, add share, pdf, print button)**

○ Statement: (**Updation work**): This page consists of:

- ✓ Customer details: Name.
- ✓ Report period: Custom date range picker to select start and end date.
- ✓ Search button: Filter statements according to the selected date.
- ✓ Statement contains:
  - Start date, end date,



- user address, email, pin code, ○

To:

Customer name, address, pin code,  
email.

- Transaction details: Transactions,  
Date, Type, Number, Total,  
Balance.

- ✓ On top of the statement section print, pdf button.
- ✓ On top of the view section edit and delete,  
active/inactive, attach file button.

**Updation: (Create a reason modal for delete  
option, add share, pdf, print button)**

**MISTAKE: pdf is not clean and visible.**

## **2) Sales Order: (Work not completed):(Updation):**

- When clicking on Sales order it will redirect to SALES ORDER page,  
which lists all sales order in a table containing details of :

Date,  
Sales order  
number, customer  
name, mail id,  
amount,  
status balance,  
action.

**MISTAKE: Remove reference number from the table.**

- ✓ When sales order get saved/drafted 'action' should be  
changed to 'convert to invoice' and Recurring invoice.

✓ when click on 'convert to invoice' and convert to recurring invoice option the sales order is converted to invoice and the 'action' should be changed to 'completed'.

- On top of the table Search option : (Updation)
- On top of the page export to excel option: **MISTAKE:(Not working properly)**
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    - All: (**Updation**)
    - Sales Order Number:  
(**Updation**)
    - Customer Name:(Updation) □
  - On top of the table Filter by option:
    - When clicking on the filter by option a drop down menu must appear with the below options and sorting must be done in these three ways:
      - All:(**Updation**)
      - Draft: (**Updation**)
      - Save: (**Updation**)
- On top of the table Add Sales order button:
  - When clicking on Add Sales order button it will redirect to SALES ORDER page.
- SALES ORDER page consists of a form containing;(**Work not completed updation**)
  - Customer information:

- ✓ Customer Name: A drop down list to select customer name.
- ✓ Add customer button: Redirect to add customer page, and when a new customer is added show that in the customer drop down list.
- ✓ Email: Automatically get updated when customer name is selected.
- ✓ Billing Address: Automatically get updated when customer name is selected.
- ✓ **(Updation)GST Number:** Automatically get updated according to selected customer's GST type and GST Number.
- Sales order date: Automatically set to current date. User can set any date.
- **(Updation)Payment Terms:** A drop down list containing three options:
  - ✓ Due on Receipt
    - ✓ NET 30
    - ✓ NET 60
  - ✓ 'Add new Term' button (User can add a custom term)
- Expected shipment date: Automatically generated according to the Payment terms and Start date .
- Reference Number: Automatically generated.
- **Sales order number(Updation): User can set sales order number give error message when the numbers are not continuous.**
- Place of supply: Automatically get updated when customer name is selected.(User can change place of supply option)
- **Payment method: (Updation)**A drop down list to select payment methods:

- Cash
- Cheque (Apply cheque number)
- UPI(Apply UPI Number )
- Bank

If the selection is Bank or Cheque,

Account number and Cheque number is

automatically generated in another input box.

**MISTAKE: Place of supply is not automatically getting updated when a customer name is selected.**

▪ Product details table:

- ✓ Product/Sales: Drop downlist of all items.
- ✓ Add product button: Redirect to add new item page.

**MISTAKE: Add product modal is not working properly. GST options are not visible when Taxable option is selected.**

- ✓ HSN: Automatically created when an item is selected.
- ✓ Qty: Type the quantity.
- ✓ Available Quantity: Automatically get updated according to the sales order quantity.
- ✓ Price: Automatically updated when an item is selected.
- ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to the Place of supply (This option should automatically updated

according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)

- ✓ Discount: Input field to add discount if applicable.
- ✓ Total: Total will be automatically generated.
- ✓ Clone option: Clone the above row.
- ✓ Delete row: Delete the particular row.
- ✓ Add new row: Add new row.

- Note: A text area to type notes.
- Choose file: Option to add extra files if needed.
- Sub Total: Generated automatically.
- CSGT: Generated automatically
- SGST: Generated automatically
- Tax Amount: Generated automatically ▪ Shipping Charge: Add shipping charges if any ▪ Adjustment: Add adjustment if any.
- Grand Total: Generated automatically.
- **Advanced Paid(Updation):** Add advance paid amount if any.
- **Balance (Updation):** Balance amount is automatically calculated according to the advance paid and grand total.
- **Save Button(Updation):**Add Save button

- Draft Button(**Updation**): Add draft button
- When clicking on any of the sales order from the SALES ORDER table it will redirect to SALES ORDER VIEW page.
- SALES ORDER VIEW page consists of two sections:
  - Template
  - Overview
  - Overview:  
This page  
consists of:

✓ Sales order details:

Sales order number.

Sales order date,

Payment terms(**Updation**)

Expected shipment date

Reference number(**Updation**)

Place of supply

✓ From:

Company Name

Address

✓ To:

Customer Name

GST Number(**Updation**)

Address

✓ Product details:

Product/Sales

HSN

Qty

Price

Tax rate

Discount

Total

Note

SubTotal

CSGT

SGCT

Tax Amount

Shipping Charge

Adjustment

Grand total

Advance Paid(**Updation**)

Balance(**Updation**)

✓ Edit button: Edit sales order

✓ Delete button: Delete sales order

✓ File attach button: Attach file and download attached file.

✓ Print: Print sales order

✓ Pdf: Convert to pdf

✓ Share: Share to facebook, WhatsApp, email.

**MISTAKE : Create reason modal for delete button and only one file is getting attached in attach file option and be able to download.** o Template:

- Template page consists of :

- ☐ Sales order number

- ☐ From:

- Company Name

- Address

- ☐ To:

- Customer Name

- Address

- ✓ Sales order date

- ✓ Expected shipment date

- ✓ Items details:

- Item name

- HSN(**Updation**)

- Price

- Quantity

- Tax

- Discount

- Total

- ✓ Subtotal

- ✓ CGST

- ✓ SGST

- ✓ Tax Amount

- ✓ Shipping charge

- ✓ Adjustment(**Updation**)



✓ Sale Total

▪ On the top of the page:

✓ Edit button: Edit sales order

✓ Delete button: Delete sales order

✓ Print: Print template

✓ Pdf: Convert the template to pdf

✓ Convert: (If the status is draft then only  
this button is enable)

Draft

To

Save

✓ Share: Facebook, WhatsApp, Email

▪ Template page can be converted in three formats(**Updation**)

▪ Template can be converted to slip format.(**Updation**)

**MISTAKE: Give reason modal to delete button**

**Pdf, print ,( If you use a different user ID, the**

**PDF and print option does not work correctly) Customer**

**Mail ID and address will not come automatically if you  
use another user ID.**

### **3) Invoices: (Work not completed):(Updation):**

- When clicking on Invoices it will redirect to INVOICES page, which lists all invoice in a table containing details of :

invoice date

invoice

number

customer name

mail id amount

status balance

- On top of the table Search option
- On top of the page export to excel option: **MISTAKE:(Not working properly)**
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    - All: (Updation) ○ Invoice

number: (Updation) ○ Customer

Name:(Updation) □ On top of the table

Filter by option:

- When clicking on the filter option a drop down menu must appear with the below options and sorting must be done in these three ways:
  - All:(Updation)
  - Draft: (Updation)
  - Save : (Updation)

**MISTAKE :icons are not displaying properly.**

- On top of the table Add Invoices button:
  - When clicking on Add Invoices button it will redirect to INVOICE page.
- INOVICE page consists of a form containing:(**Work not completed updation**)
  - Customer information:
    - ✓ Customer Name : A drop downlist to select customer name.
    - ✓ Add customer button: Redirect to add customer page, and when a new customer is added show that in the customer drop down list.

- ✓ Email: Automatically get updated when customer name is selected.
- ✓ Billing Address: Automatically get updated when customer name is selected.
- ✓ **(Updation)GST Number:** Automatically get updated according to selected customer's GST type.
- Invoice date: Automatically set to current date. User can set any date.
- **(Updation)Payment Terms:** A drop down list containing three options:
  - ✓ Due on Receipt
  - ✓ NET 30
  - ✓ NET 60
  - ✓ 'Add new Term' button (User can add a custom term)
- Expected shipment date: Automatically generated according to the Payment terms.
- Reference Number: Automatically generated.
- **Invoice number(Updation): user can set invoice number give error message when the numbers are not continuous.**
- **Payment method: (Updation)**A drop down list to select payment methods:
  - Cash ○ Cheque ( cheque number ) ○ UPI ( upi id ) ○ Bank
  - If the selection is Bank or Cheque, Account number and Cheque number is automatically generated in another input box.

- Place of supply: Automatically get updated when customer name is selected.

**MISTAKE: Place of supply is not automatically getting updated when a customer name is selected.**

- Product details table:
  - ✓ Product/Sales: Drop downlist of all items.
  - ✓ Add product button: Redirect to add new item page.

**MISTAKE: Add product modal is not working properly. GST options are not visible when Taxable option is selected.**

- ✓ HSN: Automatically created when an item is selected.
- ✓ Qty: Type the quantity.
- ✓ Available Quantity: Automatically get updated according to the sales order quantity.
- ✓ Price: Automatically updated when an item is selected.
- ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to the Place of supply (This option should automatically updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)

- ✓ Discount: Input field to add discount if applicable.
- ✓ Total: Total will be automatically generated.
- ✓ Clone option: Clone the above row.
- ✓ Delete row: Delete the particular row.
- ✓ Add new row: Add new row.
- Note: A text area to type notes.
- Choose file: Option to add extra files if needed.
- Sub Total: Generated automatically.
- CSGT: Generated automatically
- SGST: Generated automatically
- Tax Amount: Generated automatically ▪ Shipping Charge: Add shipping charges if any ▪ Adjustment: Add adjustment if any.
- Grand Total: Generated automatically.
- **Advanced Paid(Updation):** Add advance paid amount if any.
- **Balance (Updation):** Balance amount is automatically calculated according to the advance paid and grand total.
- Save Button(**Updation**):Add Save button
- Draft Button(**Updation**): Add draft button
- When clicking on any of the invoices from the INVOICES table it will redirect to INVOICES VIEW page.
- INVOICES VIEW page consists of two sections :
  - Overview
  - Template
  - Overview: This page consists of:
    - ✓ Invoice details:

Invoice number.

Invoice date,

Payment terms(**Updation**)

Expected shipment date

Reference number(**Updation**)

Place of supply

✓ From:

Company Name

Address

✓ To:

Customer Name

GST Number(**Updation**)

Address

✓ Product details:

Product/Sales

HSN

Qty

Price

Tax rate

Discount

Total

Note

SubTotal

CSGT

SGCT

Tax Amount

Shipping Charge

Adjustment

Grand total

Advance Paid(**Updation**)

Balance(**Updation**)

- ✓ Edit button: Edit invoices
- ✓ Delete button: Delete invoices
- ✓ File attach button: Attach file and download  
attached file.
- ✓ Print: Print invoices
- ✓ Pdf: Convert to pdf
- ✓ Share: Share to facebook, WhatsApp, email.

**MISTAKE : Create reason modal for delete button, only one file is getting attached and be able to download.**

○ Template:

- Template page consists of :
  - ✓ Company Name
    - Address
    - GSTIN/UIN
    - State
  - ✓ Customer/Buyer Name(**MISTAKE:Name is not displaying in template page**)
    - Address
    - GSTIN/UIN
  - ✓ Place of supply
  - ✓ Delivery note
  - ✓ Reference number and date
  - ✓ Buyers order number
  - ✓ Terms of delivery
  - ✓ Dated(**MISTAKE:Repeated two times**)
  - ✓ Mode/Terms of payment
  - ✓ Delivery note date ✓ Items details Sl.No  
Item name

HSN(**Updation**)

Quantity

Price

Tax rate

Discount

Total

- ✓ Subtotal
- ✓ CGST
- ✓ SGST
- ✓ Tax Amount
- ✓ Shipping charge
- ✓ Adjustment(**Updation**) ✓ Grand Total(**Updation**) ▪

On the top of the page:

- ✓ Edit button: Edit invoices
  - ✓ Delete button: Delete invoices
  - ✓ Print: (**Updation:Make neat format**)
  - ✓ Pdf: Convert the template to pdf
  - ✓ Convert: Approved, Invoice(Enable this button only when status is draft)
  - ✓ Share: , WhatsApp, Email
- Template page can be converted in three formats(**Updation**)  
**Template can be converted to slip format.**

(**Updation**)**MISTAKE**: Give reason modal to delete button. Every templates should be in same format.

**Pdf ,print ,( If you use a different user ID, the PDF and print option does not work correctly) Customer Mail ID and address will not come automatically if you use another user ID.**

**4) Estimate: (Work not completed):(Updation):**



□ When clicking on Estimate it will redirect to ESTIMATE page, which lists all estimates in a table containing details of :

- Date,
- Estimate number,
- customer name,
- mail id,
- amount,
- status
- action.

**MISTAKE: Remove reference number from the table.**

- ✓ When estimate get saved/drafted 'action' should be changed to 'convert to invoice, Sales order and Recurring invoice.
  - ✓ when click on 'convert to invoice, sales order or recurring invoice option the estimate is converted and the 'action' should be changed to 'completed'.
  - On top of the table Search option : **(Updation)**
  - On top of the page export to excel option: **MISTAKE:(Not working properly)**
  - On top of the table Sort by option:
    - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
      - All: **(Updation)**
      - Estimate number: **(Updation)**
      - Customer Name:**(Updation)**
    - On top of the table Filter by
- option:

- When clicking on the Filter option a drop down menu must appear with the below options and sorting must be done in these three ways:
  - All:(**Updation**)
  - Draft: (**Updation**)
  - Save : (**Updation**)
- On top of the table Add Estimate button:
  - When clicking on Add Estimate button it will redirect to ESTIMATE page.
- ESTIMATE page consists of a form containing:(**Work not completed updation**)
  - Customer information:
    - ✓ Customer Name : A drop downlist to select customer name.
    - ✓ Add customer button: Redirect to add customer page, and when a new customer is added show that in the customer drop down list.
    - ✓ Email: Automatically get updated when customer name is selected.
    - ✓ Billing Address: Automatically get updated when customer name is selected.
    - ✓ (**Updation**)**GST Number**: Automatically get updated according to selected customer's GST type.
  - Estimate date: Automatically set to current date. User can set any date.
  - (**Updation**)**Payment Terms**: A drop down list containing three options:
    - ✓ Due on Receipt
      - ✓ NET 30
      - ✓ NET 60

- ✓ 'Add new Term' button (User can add a custom term)
- Expiration date: Automatically generated according to the Payment terms.
- Reference Number: Automatically generated.
- **Estimate number(Updation): user can set estimate number give error message when the numbers are not continuous.**
- **Payment method: (Updation)**A drop down list to select payment methods:

- Cash
- Cheque ( cheque number )
- UPI (upi id )
- Bank

If the selection is Bank or Cheque,  
Account number and Cheque number is  
automatically generated in another input  
box.

- Place of supply: Automatically get updated when customer name is selected and user can change place of supply .

**MISTAKE: Place of supply is not automatically getting updated when a customer name is selected.**

- Product details table:
  - ✓ Product/Sales: Drop downlist of all items.
  - ✓ Add product button: Redirect to add new item page.

**MISTAKE: Add product modal is not working properly. GST options are not visible when Taxable option is selected.**

- ✓ HSN: Automatically created when an item is selected.

- ✓ Qty: Type the quantity.
  - ✓ Available Quantity: Automatically get updated according to the sales order quantity.
  - ✓ Price: Automatically updated when an item is selected.
  - ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to the Place of supply (This option should automatically updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)
  - ✓ Discount: Input field to add discount if applicable.
  - ✓ Total: Total will be automatically generated.
  - ✓ Clone option: Clone the above row.
  - ✓ Delete row: Delete the particular row.
  - ✓ Add new row: Add new row.
- Note: A text area to type notes.
  - Choose file: Option to add extra files if needed.
  - Sub Total: Generated automatically.
  - CSGT: Generated automatically
  - SGST: Generated automatically
  - Tax Amount: Generated automatically
  - Shipping Charge: Add shipping charges if any

- Adjustment: Add adjustment if any.
- Grand Total: Generated automatically.
- **Advanced Paid(Updation):** Add advance paid amount if any.
- **Balance (Updation):** Balance amount is automatically calculated according to the advance paid and grand total.
- Save Button(**Updation**):Add Save button
- Draft Button(**Updation**): Add draft button
  - When clicking on any of the estimate from the ESTIMATE table it will redirect to ESTIMATE VIEW page.
  - INVOICES VIEW page consists of two sections :
    - Overview
    - Template
    - Overview: This page consists of:
      - ✓ Estimate details:
        - Estimate number.
        - Estimate date,
        - Payment terms(**Updation**)
        - Expiration date
        - Reference number(**Updation**)
        - Place of supply
      - ✓ From:
        - Company Name
        - Address
      - ✓ To:
        - Customer Name
        - GST Number(**Updation**)

## Address

### ✓ Product details:

Product/Sales

HSN

Qty

Price

Tax rate

Discount

Total

Note

SubTotal

CSGT

SGCT

Tax Amount

Shipping Charge

Adjustment

Grand total

Advance Paid(**Updation**)

Balance(**Updation**)

### ✓ Edit button: Edit estimate

### ✓ Delete button: Delete estimate

### ✓ File attach button: Attach file and download attached file.

### ✓ Print: Print estimate

### ✓ Pdf: Convert to pdf

### ✓ Share: Share to facebook, WhatsApp, email.

**MISTAKE : Create reason modal for delete  
button, only one file is getting attached and be able  
to download.**

### ○ Template:

- Template page consists of :

✓ Estimate number

✓ From:

Company Name

Address

✓ To:

Customer Name

Address

✓ Estimate date

✓ Expiration date

✓ Items details:

Item name

HSN(**Updation**)

Price

Quantity

Tax

Discount

Total

✓ Subtotal

✓ CGST

✓ SGST

✓ Tax Amount

✓ Shipping charge

✓ Adjustment(**Updation**)

Sale Total

▪ On the top of the page:

✓ Edit button: Edit estimate

✓ Delete button: Delete estimate

✓ Print: Print template

✓ Pdf: Convert the template to pdf

✓ Convert: (If the status is draft then only  
this button is enable)

Approved

## Sales

- ✓ Share: Facebook, WhatsApp, Email
- Template page can be converted in three formats(**Updation**)
- Template can be converted to slip format. (**Updation**)

**MISTAKE: Give reason modal to delete button Every templates should be in same format.**

**PDF , print ,( If you use a different user ID, the PDF and print option does not work correctly)  
Customer Mail ID and address will not come automatically if you use another user ID.**

### **5) Retainer Invoices: (Work not completed):(Updation):**

- When clicking on Retainer Invoices it will redirect to RETAINER INVOICES page, which lists all retainer invoices in a table containing details of:
  - Date,
  - Retainer invoice number,
  - customer name,
  - mail id,
  - amount,
  - status (Draft and Save )
  - Balance

**MISTAKE: Remove reference number from the table.**

- On top of the table Search option : (**Updation**)



- On top of the page export to excel option: **MISTAKE:(Not working properly)**
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways:
    - All: **(Updation)**
    - Retainer invoice number: **(Updation)**
    - Customer Name:**(Updation)**
  - On top of the table Filter by option:
    - When clicking on the Filter option a drop down menu must appear with the below options and sorting must be done in these three ways:
      - All:**(Updation)**
      - Draft: **(Updation)**
      - Save : **(Updation)**
- On top of the table New Retainer Invoice button:
  - When clicking on New Retainer Invoice button it will redirect to RETAINER INVOICE page.
- RETAINER INVOICE page consists of a form containing;**(Work not completed updation)**
  - Customer information:
    - ✓ Customer Name : A drop downlist to select customer name.
    - ✓ Add customer button: Redirect to add customer page, and when a new customer is added show that in the customer drop down list.
    - ✓ Email: Automatically get updated when customer name is selected.
    - ✓ Billing Address: Automatically get updated when customer name is selected.

✓ **(Updation)GST Number:** Automatically get updated according to selected customer's GST type.

- Retainer Invoice date: Automatically set to current date.

User can set any date.

- **(Updation)Payment Terms:** A drop down list containing three options:

✓ Due on Receipt

✓ NET 30

✓ NET 60

✓ 'Add new Term' button

(User can add a custom term)

- Expiry date: Automatically generated according to the Payment terms.
- Never Expiring check box:**(Updation: Correct alignment)**
- Reference Number: Automatically generated.
- **Retainer invoice number(Updation):User can set Retainer invoice and give error message when the numbers are not continuous.**
- **Payment method: (Updation)**A drop down list to select payment methods:

○ Cash

○ Cheque ( Apply cheque Number )

○ UPI (Apply UPI ID )

○ Bank

If the selection is Bank , Account number and is automatically generated in another inputbox.

- Place of supply: Automatically get updated when customer name is selected.

**MISTAKE: Place of supply is not automatically getting updated when a customer name is selected.**

- Description: ( List out the items details ) and select the item name
  - Amount:
  - Total:
  - Paid
  - Balance ( **mistake** ) (automatically generate the balance amount based on total amount and paid amount) ▪ Customer notes:
  - Terms and Conditions:
  - Draft Button:
  - Save
- When clicking on any of the retainer invoices from the RETAINER INVOICE table it will redirect to RETAINER INVOICE VIEW page.
  - RETAINER INVOICE VIEW page consists of two sections :
    - Overview
    - Template
    - Overview: This page consists of:
      - ✓ Retainer invoice details:
        - Retainer invoice number.
        - Retainer invoice date,
        - Payment terms(**Updation**)
        - Expiry date
        - Reference number(**Updation**)
        - Place of supply
      - ✓ From:
        - Company Name
        - Address

- ✓ To:
  - Customer Name
  - GST Number(**Updation**)
  - Address
- ✓ Description
  - ✓ Amount
  - ✓ Note
- ✓ Retainer invoice total
  - ✓ Paid
  - ✓ Balance
- ✓ Edit button: Edit retainer invoices
- ✓ Delete button: Delete retainer invoices
- ✓ File attach button: Attach file and download attached file.
- ✓ Pdf: Convert to pdf
- ✓ Share: Share to facebook, WhatsApp, email.
- ✓ Comments:

**MISTAKE: Create reason modal for delete button, only one file is getting attached and be able to download.**

○ Template:

▪ Template page consists of :

- ✓ Retainer invoice number
- ✓ From:

Company Name  
Address

- ✓ To:
  - Customer Name

## Address

- ✓ Invoice date
- ✓ Expiry date
- ✓ Description
- ✓ Amount
- ✓ Note
- ✓ Retainer

## Invoice

- ✓ Invoice total
- On the top of the page:
  - ✓ Edit button:  
Edit retainer invoice
  - ✓ Delete button:  
Delete retainer invoice
  - ✓ Pdf: Convert the template to pdf
  - ✓ Share:  
Facebook, WhatsApp, Email
  - ✓ Comments
  - ✓ Attach file and download

- Template page can be converted in three formats(**Updation**)
- Template can be converted to slip format. (**Updation**)

**MISTAKE: Give reason modal to delete button**

## **6) Credit Notes: (Work not completed):(Updation):**

- When clicking on Credit Notes it will redirect to CREDIT NOTES page, which lists all credit notes in a table containing details of :

Date,  
Credit  
number,  
customer  
name,  
Email,  
Amount  
Status  
  
Balance

- On top of the table Search option :
- On top of the page export to excel option: **MISTAKE:(Not working properly)**
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways: ○ All ○ Credit Number ○ Customer Name
- On top of the table Filter by option: (**MISTAKE: filter button is missing**)

➤ When clicking on the Filter option a drop down menu must appear with the below options and sorting must be done in these three ways:

○ All:(Updation)

○ Draft:

(Updation) ○

Save : (Updation)

**MISTAKE: icons are not**

**displaying** □ On top of the table Add

Credit Note button:

➤ When clicking on Add credit note button it will redirect to CREDIT NOTE page.

- CREDIT NOTE page consists of a form containing;(Work not completed updation)

- Customer information:

- ✓ Customer Name : A drop downlist to select customer name.

- ✓ Add customer button: Redirect to add customer page, and when a new customer is added show that in the customer drop down list.

- ✓ Email: Automatically get updated when customer name is selected.

- ✓ Address: Automatically get updated when customer name is selected.

✓ **(Updation)GST Number:** Automatically get updated according to selected customer's GST type.

- Credit note date: Automatically set to current date. User can set any date.
- **Credit Note number(Updation):** User can set credit note number give error message when the numbers are not continuous.
- Place of supply: Automatically get updated when customer name is selected and user can change place of supply.
- **Payment method: (Updation)**A drop down list to select payment methods:
  - ✓ Cash
  - ✓ Cheque (Cheque number )
  - ✓ UPI (UPI ID )
  - ✓ Bank

If the selection is Bank or Cheque,

Account number and Cheque number is automatically generated in another input box.

**MISTAKE: Place of supply is not automatically getting updated when a customer name is selected.**

- **Invoice number:** List out number which based on the customer bills and recurring bill



- **Reference Number (automatically generated )**
- Item details table:
  - ✓ Product/Sales: Drop down list of all items.
  - ✓ Add product button: Redirect to add new item page.

**MISTAKE: Add product modal is not working properly. GST options are not visible when Taxable option is selected.**

**MISTAKE: The items are selected based on the invoice number, otherwise it shows error message**

- ✓ HSN: Automatically created when an item is selected.
- ✓ Qty: Type the quantity (The qty are selected based on the invoice and recurring invoice otherwise it shows error message.)
- ✓ Available Quantity: Available quantity will be added and Automatically

**MISTAKE: (Availbale quantity mistake )**

- ✓ Price: Automatically updated when an item is selected.
- ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to the Place of supply (This option should automatically updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate

should be automatically updated to 0%)

- ✓ Discount: Input field to add discount if applicable.
  - ✓ Total: Total will be automatically generated
  - ✓ Clone option: Clone the above row.
  - ✓ Delete row: Delete the particular row.
  - ✓ Add new row: Add new row.
- Note: A text area to type notes.
  - Sub Total: Generated automatically.

- CSGT: Generated automatically
  - SGST: Generated automatically
  - Tax Amount: Generated automatically
  - Shipping Charge: Add shipping charges if any
  - Adjustment: Add adjustment if any.
  - Grand Total: Generated automatically.
  - **Paid(Updation):** Add advance paid amount if any.
  - **Balance (Updation):** Balance amount is automatically calculated according to the advance paid and grand total.
  - **Save Button(Updation):**Add Save button
  - **Draft Button(Updation):** Add draft button
- When clicking on any of the credit notes from the CREDIT NOTES table it will redirect to CREDIT NOTES VIEW page.
  - CREDIT NOTES VIEW page consists of two sections:
    - Template
    - Overview
    - Overview: This page consists of:
      - ✓ Customer Name
      - ✓ Email
      - ✓ Address
      - ✓ Credit Note date
      - ✓ Place of supply

✓ Invoice number(Mistake)

Credit amount(Correct alignment)

✓ From:

Company Name

Address

✓ To:

Customer Name

GST Number(**Updation**)

Address

✓ Product details:

Product/Sales

HSN

Qty

Price

Tax rate

Discount

Total

Note

SubTotal

CSGT

SGCT

Tax Amount

Shipping Charge

Adjustment

Grand total

Advance Paid(**Updation**)

Balance(**Updation**)

✓ Edit button: Edit Credit notes

- ✓ Delete button: Delete Credit notes
- File attach button: Attach file and download attached file.
- ✓ Print: Print credit notes
- ✓ Pdf: Convert to pdf
- ✓ Share: Share to facebook, WhatsApp, email.

**MISTAKE : Create reason modal for delete button and only one file is getting attached in attach file option and be able to download.** ○ Template:

- Template page consists of :

- ✓ Credit notes number

- ✓ From:

- Company Name

- Address

- ✓ To:

- Customer Name

- Address

- ✓ Credit date

- ✓ Ref

- ✓ Items details:

- Item name

- HSN(Updation)**

- Price

- Quantity

- Tax

- Discount

- Total

✓ Note

Subtotal

✓ CGST

✓ SGST

✓ Tax Amount

✓ Shipping charge

✓ Adjustment(**Updation**)

✓ Grand Total

✓ Authorized signature

✓ Company Name(**Missing**)

▪ On the top of the page:

✓ Edit button: Edit credit notes

✓ Delete button: Delete credit

notes

✓ Print: Print template

✓ Pdf: Convert the template to

pdf

✓ Share

✓ Convert function (draft to save

)

▪ Template page can be converted in three formats(**Updation**)

▪ Template can be converted to slip format. (**Updation**)

**MISTAKE: Give reason modal to delete button**

## **Delivery Challan**

- When clicking Delivery challan option, it redirects to list out page

- Delivery challan list out page consists of table containing DATE, CHALLAN NUMBER, CUSTOMER NAME, EMAIL, BALANCE, STATUS, TOTALAMOUNT, ACTION

**MISTAKE:(ACTION filed is missing action performs 2 ways such that convert to invoice and recurring bill)**

- On the top of the table Search option: Working on alphabets order.
- On top of the table Filter by option:
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Draft
    - 3.Save
- On top of the table Sort option:
  - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
    - 1.All
    - 2.Customer Name
    - 3.Challan Number
- On the top of the table Export as Excel Option:

**MISTAKE:(Excel option is missing, needs to complete)**
- On the top of the table Add new option: it contains a form



- ◆ SELECT CUSTOMER: It list out all added customer in the dropdown list and add button to add customers it include following field

- ✓ Title
- ✓ First name
- ✓ Last name
- ✓ Company
- ✓ Location
- ✓ Gst type: This is a dropdown list contains gst type
- ✓ Pan Number
- ✓ Opening balance
- ✓ Email
- ✓ Website
- ✓ Mobile
- ✓ Billing and Shipping Address: both contain same fields such that-Street, city, state, pin code, country
- ✓ Checkbox to agree all terms and condition
- ✓ Submit button

- ◆ EMAIL: Automatically Updated when user select customer name (**updation work**)
- ◆ GST NUMBER: Automatically Updated when user select customer name
- ◆ GST TREATMENT: Automatically Updated when user select customer name

**MISTAKE:(Currently GST number and GST treatment options are missing, needs to complete)**

- ◆ CHALLAN NUMBER: Customer can type this field and if the number is not continuous it displays error message
- ◆ REFERENCE NUMBER: Automatically Updated when user select customer name (**upadation work**)
- ◆ CHALLAN DATE: This field displays the current date and user also can set the date
- ◆ PLACE OF SUPPLY: Automatically Updated when user select customer name and also user can change the place
- ◆ CHALLAN TYPE: This is a dropdown list user can choose the following option:
  - ✓ Supply of liquid gas
  - ✓ Job work
  - ✓ Supply on approval
  - ✓ others
- ◆ BILL TO: Automatically Updated
- ◆ Item details Table:
  - Product: Drop down list of all items.
  - Add product button: Redirect to add new item page.
  - Add product button contains a form that include following fields:
    - ✓ Name
    - ✓ Type
    - ✓ Unit: When clicking on the input field for unit, a drop down list must appear with the list of units available with unit symbol and unit name.
      - An ADD button must be there near to the input field. When clicking on the ADD

button it must direct to UNIT CREATE page.

- UNIT CREATE page consists of a form containing below two input fields and a create button, after filling input fields and click create button new unit must get created and that unit must be visible in the unit drop down.

1. Unit symbol.

2. Unit name.

✓ HSN

✓ Tax Preference (Taxable, non-taxable)

✓ Purchase price: This fields to add purchase price and it consists the following field

- Account: it is a dropdown list that contains:

- ❖ Cost of goods sold
- ❖ Cost of sales
- ❖ Equipment retail for jobs
- ❖ Freight and shipping cost
- ❖ Inventory shrinkage
- ❖ Merchant account fees
- ❖ Purchases-hardware for resale
- ❖ Purchases-software for resale
- ❖ Subcontracted services
- ❖ Tools and craft suppliers

- Description: To add description

- Intra state tax rate: it contains dropdown list of following:

- ❖ GST 0(0%)

- ❖ GST 5(5%)
- ❖ GST12(12%)
- ❖ GST18(18%)
- ❖ GST 28(28%)
- ❖ Out of scope (0%)

✓ Sales price: This fields to add sales price It consist of following fields:

- Account: sales
- Description: To add description
- Inter state tax rate: it contains dropdown list of following:

- ❖ IGST 0(0%)
- ❖ IGST 5(5%)
- ❖ IGST12(12%)
- ❖ IGST18(18%)
- ❖ IGST 28(28%)
- ❖ Out of scope (0%)

✓ Track inventory: check box, if track inventory applicable it shows extra two option such that:

- Inventory Account
- Stock in hand

✓ Active / inactive: user can choose any one of this

✓ Back and submit Button

▪ Hsn: Automatically updated the field

- Quantity: Display the quantity. Also show the available quantity

**MISTAKE:(Available quantity not shown updation work)**

- Rate: Automatically updated
- Discount: Input field to add discount if applicable.
- Tax: Drop down options get automatically updated to (GST or IGST) according to the Place of supply
- Total: Total will be automatically generated
- Clone option: Clone the above row.
- Delete row: Delete the particular row.
- Add new row: Add new row.

- ◆ Note: A text area to type notes.
- ◆ File attaching option
- ◆ Sub Total: Generated automatically.
- ◆ CSGT: Generated automatically
- ◆ SGST: Generated automatically
- ◆ Tax Amount: Generated automatically
- ◆ Shipping Charge: Add shipping charges if any
- ◆ Adjustment: Add adjustment if any.
- ◆ Grand Total: Generated automatically
- ◆ Save Button(**Updation**): Add Save button
- ◆ Draft Button(**Updation**): Add draft button

- When clicking on any of the items from the DELIVERY CHALLAN table it will redirect to VIEW DELIVERY CHALLAN page.

- VIEW page consists of two sections:

➤ Template (**Updation work**)

**MISTAKE:(Missing template, remove statement option and add template)**

- Templates must have some features like edit, print, pdf, attach file, download attached file, slip, share, delete, a convert function which convert draft to approved

➤ Overview page consist of the following:

- Customer name
- Delivery challan details:
  - ✓ Challan status
  - ✓ Challan number
  - ✓ Challan date
  - ✓ Challan type
- Product details:
  - ✓ CGST
  - ✓ SGST
  - ✓ Shipping charge
  - ✓ Adjustment
  - ✓ Total
- Customer details:
  - ✓ Status
  - ✓ Join date
  - ✓ Name
  - ✓ Customer id
  - ✓ Email id
  - ✓ Phone number

- ✓ Location
- ✓ Opening balance

## **Recurring invoices**

- When clicking Recurring Invoice option, it redirects to list out page
- Recurring invoice list out page consists of table containing DATE, NUMBER, CUSTOMER NAME, EMAIL, AMOUNT, BALANCE, STATUS
- On the top of the table Search option: Working on alphabets order.
- On top of the table Filter by option:
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Draft
    - 3.Save
- On top of the table Sort option:(**Missing Sort option**)  
**MISTAKE:(When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:**
  - 1.All**
  - 2.Customer Name**
  - 3.Recurring invoice Number)**
- On the top of the table Export as Excel Option:

**MISTAKE:(Excel option is missing, needs to complete)**

- On the top of the table Add Recurring invoice button: it redirects to new recurring invoice page, it contains a form of following fields:
  - ◆ SELECT CUSTOMER: It list out all added customer in the dropdown list and add button to add customers it includes following field
    - ✓ Title
    - ✓ First name
    - ✓ Last name
    - ✓ Company
    - ✓ Location
    - ✓ Gst type: This is a dropdown list contains gst type
    - ✓ Gst in: This field is only available for registered business
    - ✓ Pan Number
    - ✓ Opening balance
    - ✓ Email
    - ✓ Website
    - ✓ Mobile
    - ✓ Billing and Shipping Address: both contain same fields such that-Street, city, state, pin code, country
    - ✓ Checkbox to agree all terms and condition
    - ✓ Submit button
  - ◆ BILLING ADDRESS: Automatically updated when user select customer name



- ◆ EMAIL: Automatically updated when user select customer name
- ◆ GST TYPE: Automatically updated when user select customer name
- ◆ PLACE OF SUPPLY: Automatically updated when user select customer name and also user can change the place of supply
- ◆ ENTITY TYPE: This include 2 radio button such that invoice and bill of supply. User can choose any of them
- ◆ PROFILE NAME: Contain the name
- ◆ ORDER NUMBER: Automatically updated
- ◆ REPEAT EVERY: It list out added time periods eg:  
weekly,2 months,3 months
  - By clicking add button it appears a modal it includes:
    - ✓ Repeat Every field
    - ✓ Add button
- ◆ START DATE: This field displays the current date and user also can set the date
- ◆ PAYMENT TERMS: It list out payment terms such that:
  - Due on receipt
  - NET 15
  - NET 30
  - NET 60
- ◆ Payment terms has an add button and by clicking this a modal appears it contains the following:
  - ✓ Input field to add payment terms

✓ Save button

◆ END DATE: Automatically updated

◆ Item details table consists of:

- Product: Drop down list of all items.
- Add product button: Redirect to add new item page.
- Add product button contains a form that include

following fields:

✓ Name

✓ Type

✓ Unit: When clicking on the input field for unit, a drop down list must appear with the list of units available with unit symbol and unit name.

- An ADD button must be there near to the input field. When clicking on the ADD button it must direct to UNIT CREATE page.
- UNIT CREATE page consists of a form containing below two input fields and a create button, after filling input fields and click create button new unit must get created and that unit must be visible in the unit drop down.

3. Unit symbol.

4. Unit name.

✓ HSN

✓ Tax Preference (Taxable, non-taxable)

- ✓ Purchase price: This field is to add purchase price and it consists of the following field
  - Account: it is a dropdown list that contains:
    - ❖ Cost of goods sold
    - ❖ Cost of sales
    - ❖ Equipment retail for jobs
    - ❖ Freight and shipping cost
    - ❖ Inventory shrinkage
    - ❖ Merchant account fees
    - ❖ Purchases-hardware for resale
    - ❖ Purchases-software for resale
    - ❖ Subcontracted services
    - ❖ Tools and craft suppliers
  - Description: To add description
  - Intra state tax rate: it contains dropdown list of following:
    - ❖ GST 0(0%)
    - ❖ GST 5(5%)
    - ❖ GST12(12%)
    - ❖ GST18(18%)
    - ❖ GST 28(28%)
    - ❖ Out of scope (0%)
- ✓ Sales price: This field is to add sales price. It consists of the following fields:
  - Account: sales
  - Description: To add description

- Inter state tax rate: it contains dropdown list of following:

- ❖ IGST 0(0%)
- ❖ IGST 5(5%)
- ❖ IGST12(12%)
- ❖ IGST18(18%)
- ❖ IGST 28(28%)
- ❖ Out of scope (0%)

- ✓ Track inventory: check box, if track inventory applicable it shows extra two option such that:

- Inventory Account
- Stock in hand

- ✓ Active / inactive: user can choose any one of this
- ✓ submit Button

- Hsn: Automatically updated the field
- Quantity: Display the quantity. Also show the available quantity

**MISTAKE:(Available quantity not shown updation work)**

- Rate: Automatically updated
- Discount: Input field to add discount if applicable.
- Tax: Drop down options get automatically updated to (GST or IGST) according to the Place of supply
- Total: Total will be automatically generated
- Clone option: Clone the above row.

- Delete row: Delete the particular row.
- Add new row: Add new row.

- ◆ Note: A text area to type notes.
- ◆ File attaching option
- ◆ Payment terms (**update work**): In this field user can type the payment terms eg: bank, cash, upi, cheque etc. if user type bank then automatically updated the account number in a particular field and if user type cheque or upi it works similarly

**MISTAKE:(Payment terms Missing needs to complete)**

- ◆ Sub Total: Generated automatically.
- ◆ CSGT: Generated automatically
- ◆ SGST: Generated automatically
- ◆ Tax Amount: Generated automatically
- ◆ Shipping Charge (**Missing field, Updation**): Add shipping charges if any
- ◆ Adjustment (**Missing field, Updation**): Add adjustment if any.
- ◆ Paid (**Missing field, Updation**): To add paid amount
- ◆ Grand Total: Generated automatically
- ◆ Balance (**Missing field, Updation**): The balance is automatically updated and it calculate by adding paid amount and grand total
- ◆ Check box to agree terms and conditions
- ◆ Save Button(**Updation**): Add Save button

- ◆ **Draft Button(Updation):** Add draft button
- By clicking any items of list out page it redirects to OVERVIEW page. It consists of following:
  - **Template (Missing template, Updation work)**

**MISTAKE:( Templates must have some features like edit, print, pdf, attach file, delete, download attached file, slip, share, a convert option which convert draft to approved)**
  - Overview page consist of the following:
    - ✓ Company name and details
    - ✓ Customer details
    - ✓ GSTIN
    - ✓ Place of supply
    - ✓ Recurring invoice, no
    - ✓ Delivery note
    - ✓ Reference no
    - ✓ Buyers order no
    - ✓ Dispatch doc no
    - ✓ Dispatch through
    - ✓ Terms of delivery
    - ✓ Date
    - ✓ Terms of payment
    - ✓ Delivery note date
    - ✓ Destination
    - ✓ Sl no
    - ✓ Description
    - ✓ HSN

- ✓ Rate
- ✓ Quantity
- ✓ GST rate
- ✓ Discount
- ✓ Amount
- ✓ Subtotal
- ✓ IGST
- ✓ SGST
- ✓ Grand total

## **Payments received**

- When clicking Payment received option, it redirects to list out page
- Payment received list out page consists of table containing DATE, PAYMENT NUMBER, CUSTOMER NAME, EMAIL, BALANCE, TOTALAMOUNT  
**MISTAKE:(Table fields need to re-arrange and add email, balance also remove reference no, applied amount)**
- On the top of the table Search option: Working on alphabets order.
- On top of the table Filter by option:(**Missing Filter option**)  
**MISTAKE:(When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:**

**1.All**

**2.Draft**

**3.Save)**

- On top of the table Sort option:(**Missing Sort Option**)

**MISTAKE:(When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:**

**1.All**

**2.Customer Name**

**3.Payment Number)**

- On the top of the table Export as Excel Option:

**MISTAKE:(Excel option is missing, needs to complete)**

- On the top of the table Add new option: it contains a form

◆ **SELECT CUSTOMER:** It list out all added customer in the dropdown list

◆ **Email(update):** Automatically updated when user select customer name

◆ **GST TREATMENT (Missing needs to update):**

Automatically updated when user select customer name

◆ **DATE:** This field displays the current date and user also can set the date

◆ **REFERENCE NO:** The reference number should be order otherwise it shows error message and also user can save number



◆ PAYMENT NUMBER: The Payment number should be order otherwise it shows error message and also user can save payment number

◆ Payment method: it includes dropdown list:

- Bank: when select bank there must be automatically updated account number **(updation work)**
- Cash
- Upi: when select bank there must be automatically updated Upi id **(updation work)**
- Cheque: when select bank there must be automatically updated cheque number **(updation work)**
- Add new: to add new payment terms. When clicking add new, an input filed display and user can add payment terms

**MISTAKE:(needs to remove 2options such that deposit to and amount received)**

◆ This page contains a table of following fields:

- ✓ Sl no.
- ✓ Date
- ✓ Invoice number
- ✓ Invoice amount
- ✓ Amount due
- ✓ Payment: customer can enter amount
- ✓ Balance: Difference between balance and payment amount

- ◆ The table containing following data:
  - ✓ Opening balance (if balance available)
  - ✓ Invoice
  - ✓ Credit note
  - ✓ Retain invoice
  - ✓ Recurring invoice
- ◆ Amount to apply: this displays the total of all payment amount
- MISTAKE (needs to remove amount to credit option)**
- ◆ Save and draft button(**updatation**)

- By clicking any items of list out page it redirects to OVERVIEW page. It consists of following:
  - Template: it contains all information and Templates must have some features like edit, print, pdf, delete, share, a convert option which convert draft to approved
  - Overview page consist of the all details of listout page

**MISTAKE:(Overview page shows error)**

## ➤ **ACCOUNTING MODULE**

- Accounting Module consist of two types
  1. Chart of Accounts
  2. Manual Journal
  3. Reconcile(**NILL**)

## **1)Chart of Accounts**

- When clicking Chart of account option, it redirects to list out page
- On the top of the table Search option: Working on alphabets order.
- On top of the table All option: it works like a filter, user can filter through using the following options:
  - ✓ All
  - ✓ Asset
  - ✓ Liability
  - ✓ Equity
  - ✓ Income
  - ✓ Expense
- On the top of the table Run Report(**NILL**)
- On the top of the table New Button Available: It contains a form
  - ACCOUNT TYPE: It Contain dropdown list which include:
    - ❖ Asset
      - ✓ Other asset
      - ✓ Cash
      - ✓ Bank
      - ✓ Fixed asset
      - ✓ Stock
      - ✓ Payment clearing
    - ❖ Liability
      - ✓ Other current liability

- ✓ Credit card
- ✓ Long term liability
- ✓ Other liability
- ✓ Overseas tax payable

❖ Equity

- ✓ Equity

- NAME: Contains the name
- CREDIT AMOUNT: User can type the amount if applicable
- DEBIT AMOUNT: User can type the amount if applicable
- DESCRIPTION BOX: This field automatically updated the description based on the dropdown list
- DATE: To add date
- DESCRIPTION: To add description
- Save & Close Button

- All created accounts are displayed in the list out page
- By clicking any of any of item in listout page it redirects to OVERVIEW page
- Overview page consists of:
  - ❖ Edit: It enable edit the information
  - ❖ Active/Inactive: User can convert the status to active or inactive
  - ❖ Run Report(NILL)
  - ❖ Account Information: it contains two type of information
    - ✓ Type Description
    - ✓ Name Description

❖ Account Details: it contains the details about account

- ✓ Account type
- ✓ Account name
- ✓ Status
- ✓ Credit
- ✓ Debit
- ✓ Date

## **2)Manual Journal**

- When clicking Manual Journal option, it redirects to list out page
- Manual Journal list out page consists of table containing DATE, JOURNAL NUMBER, CONTACT NAME, STATUS, AMOUNT, NOTES (notes shows a message symbol when user click this symbol user can able to view the notes)
- On the top of the table Search option: Working on alphabets order.
- On top of the table Filter by option:
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Draft
    - 3.Save
- On top of the table Sort option:

- When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:

1.All

2.Contact Name

3.Journal Number

- On the top of the table Add journal button: It redirects to create page which contain a form:

- DATE: It contain date
- JOURNAL NUMBER: Customer can enter journal number here if number is not in the continuous it should display an error message and user also save this.
- REFERENCE NUMBER: Automatically updated
- NOTES: Customer can add notes
- CURRENCY: Customer can choose currency
- JOURNAL TYPE: Contain a checkbox Customer can click cash based journal
- This form contains a table which include the following:
  - Select Account: Dropdown list -It list out all accounts in the chart of accounts and also add button to add account
  - Description: To add description
  - Contact: It should be listout 3 names which is:
    - ✓ Vendor name
    - ✓ Customer name
    - ✓ Employee name

- Debits: Add debit amount
  - Credit: Add credit amount
  - Delete row: Delete the particular row.
  - Add new row: Add new row
- ATTACH FILE: To attach file
- SUB TOTAL: Automatically Updated
- TOTAL AMOUNT: Automatically Updated
- DIFFERENCE: Automatically Updated
- CHECK BOX: To agree terms and conditions
- SAVE & DRAFT Button
- By clicking any items of listout page it redirects to OVERVIEW page
- Overview page Consists of:
  - ❖ Overview (**Updation work**)
    - MISTAKE:(overview page missing needs to complete)**
  - ❖ Templates: Templates Consists of the following:
    - ✓ Company name & details
    - ✓ Journal number
    - ✓ Date
    - ✓ Amount
    - ✓ Reference number
    - ✓ Notes
    - ✓ Account
    - ✓ Contact
    - ✓ Debits
    - ✓ Credits
    - ✓ On the top of the page contains following features:
      - a. Edit
      - b. Delete
      - c. Print

- d. Pdf
- e. Convert option
- f. Comment
- g. Share (**Updation**)

**MISTAKE:(Missing share option needs to complete)**

## ➤ **PAYROLL MODULE**

Payroll module consist of 3 types:

1. Employee
2. Employee loan
3. Holiday

### 1) **EMPLOYEE**

- When clicking Employee option, it redirects to list out page
- Employee list out page consists of table containing JOINING DATE, NAME, EMPLOYEE ID, EMAIL ID, EMPLOYEE NUMBER, SALARY, STATUS

**MISTAKE:(Table fields needs to rearrange)**

- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel
- On top of the table Filter by option:
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:

1.All



2.Active

3.Inactive

- On top of the table Sort option:(**Updation work**)
    - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
      - 1.All
      - 2.Name
      - 3.Salary
- MISTAKE:(Incorrect sort options needs to update)**

- On the top of the table Add new button: It redirects to a create page which contain a form:
  - UPLOAD FILE: To upload file
  - UPLOAD IMAGE: User can upload images which show as title image
  - Title: It contain a dropdown list which is:
    - ✓ Mr.
    - ✓ Mrs.
    - ✓ Miss.
    - ✓ Ms.
  - FIRST NAME: Contain first name
  - SECOND NAME: Contain second name
  - ALIAS: If applicable
  - EMPLOYEE CURRENT LOCATION: To add employee's location
  - EMPLOYEE MAIL ID: Contain employee's mail id

- EMPLOYEE NUMBER: Employee's number
- MOBILE
- DATE OF JOINING
- EMPLOYEES: It contain a dropdown list of following
  - ✓ Fixed
  - ✓ Time based
  - ✓ Temporary
- DEFINE SALARY DETAILS: This contain checkbox such that YES/NO If customer select yes then salary details visible based on the employee's dropdown list. It contains the following:
  - If customer choose FIXED or TEMPORARY following details are visible
    - ❖ EFFECTIVE FROM
 

**MISTAKE:(This field contain a dropdown list of added time period example:**

      - ◆ 1-5
      - ◆ 5-15
      - ◆ 15-31

**And also contain a add button which shows a modal to add time period)**
    - ❖ PAY HEAD: It contain following items
      - ✓ Bank
      - ✓ Cheque
      - ✓ Cash
      - ✓ UPI(Updation)
    - ❖ AMOUNT: Customer can enter the amount
  - If customer choose Time based extra two options added which is:
    - ❖ HOURS
    - ❖ RATE

➤ **GENERAL INFORMATIONS:** This include the following:

- ✓ Designation
- ✓ Function
- ✓ Date of birth
- ✓ Age (**Updation**)

**MISTAKE:(Missing, Age automatically  
updated when user select the date of birth)**

- ✓ Blood group
- ✓ Father's/mother's name
- ✓ Spouse name
- ✓ Emergency contact no.

➤ **BANK DETAILS:** This include the following:

- ✓ PAN Number
- ✓ Aadhaar number
- ✓ Account details: drop down list includes: Yes, No, Unknown
- ✓ Universal account number
- ✓ PF account number
- ✓ ESI number
- ✓ TDS Applicable: drop down list includes: Yes, No
- ✓ Transaction type: drop down list includes:

- I. Unknown
- II. End of list
- III. Cheque
- IV. E-fund Transfer
- V. ATM
- VI. ECS
- VII. Others

➤ **PERMANENT &TEMPORARY ADDRESS:** Both are containing same fields:

- a. Street

- b. City
  - c. State
  - d. Pin code
  - e. Country
- Checkbox to agree terms and conditions
- CREATE Button
- After adding this should be display in the listout page
- By clicking any items of Employees, it redirects to the OVERVIEW page
- Overview page includes all details of list out page:
  - Personal information
  - Bank derails
  - Permanent address
  - Temporary address
  - Employee details
  - Bank account details
  - On the top of the overview page following features are available:
    - ✓ Edit
    - ✓ Delete
    - ✓ Comment
    - ✓ Active/inactive
    - ✓ Attach files

**MISTAKE:(if any other user login not able to create employee)**

## **2) EMPLOYEE LOAN**

- When clicking Employee loan option, it redirects to list out page
- Employee loan list out page consists of table containing DATE, EMPLOYEE NAME, EMPLOYEE ID, EMPLOYEE NUMBER, EXPIRY DATE, LOAN AMOUNT
- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel
- On top of the table Filter by option:
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Active
    - 3.Inactive
- On top of the table Sort option
  - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
    - 1.All
    - 2.Employee Name
    - 3.Loan Amount
- On the top of the table Add new loan button: It redirects to a create page which contain a form:
  - EMPLOYEE: A drop down to select employee) . Add employee button (Redirect to add employee page

and when a new employee is added show that in the employee drop down list

- EMPLOYEE ID: Automatically updated by selecting employee name
- EMAIL ID: Automatically updated by selecting employee name
- SALARY: Automatically updated by selecting employee name
- JOIN DATE: Automatically updated by selecting employee name
- LOAN DATE: It contain the loan date
- LOAN AMOUNT: customer can enter the loan amount
- EXPIRY DATE: It contain expiry date
- MONTHLY CUTTING: It contain radio button user can choose any of them
  - ✓ In amount: when choose this option there is a input field display which is Monthly Cutting in Amount. Customer can enter the monthly cutting amount
  - ✓ In percentage: when choose this option there are 2 input field display which is monthly cutting in percentage and amount. Customer can enter the monthly cutting percentage and amount field automatically updated
  - ✓ If amount is greater than the salary, there should be display an error message

- NOTES: Customer can add notes

**MISTAKE (Not working properly needs to complete)**

- ATTACH FILE: Customer can attach file
- SUBMIT Button
- After adding this should be display in the listout page
- By clicking any item of listout page it redirects to OVERVIEW Page
- OVERVIEW page consists of following

- LOAN TRANSACTION: it contains a table of following fields:

- ✓ Date
- ✓ Particulars
- ✓ Amount
- ✓ Interest
- ✓ Total

- ❖ Make payment (**Missing this option, Updation work**)

- ◆ When clicking to make payment it redirects to loan payment. It contains a form:
- ◆ DATE: To set date
- ◆ PRINCIPLE AMOUNT: It include the principle amount
- ◆ INTEREST AMOUNT: It include the interest amount
- ◆ PAID FROM: It include CASH, UPI, BANK NAME

- ◆ TOTAL AMOUNT: Total amount is calculated by adding principle amount and interest, and total amount updated automatically

- ◆ SAVE BUTTON

- OVERVIEW: It includes the following details

- ❖ Loan details:

- ✓ Loan status

- ✓ Loan amount

- ✓ Loan date

- ✓ Expiry date

- ✓ Monthly cutting

- ❖ Employee details

- ✓ Status

- ✓ Designation

- ✓ Employee number

- ✓ Function

- ✓ Date of joining

- ✓ Contact

- ✓ Email

- STATEMENT: This statement contains the details of loan transaction page and it consist of following features:

- ✓ Print

- ✓ Pdf

- ✓ Share

- ✓ Edit

- ✓ Delete



✓ Active/inactive button

### 3) **HOLIDAYS**

- When clicking Holidays option, it redirects to list out page
- Holidays list out page consists of table containing SERIAL NUMBER, MONTH, YEAR, TOTAL HOLIDAYS, TOTAL WORKING DAYS
- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel
- On top of the table Sort option
  - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
    - 1.All
    - 2.Month
    - 3.Year
- On the top of the table Add new button: It redirects to a create page which contain a form:
  - START DATE: User can choose start date of the holiday
  - END DATE: User can choose end date of the holiday
  - HOLIDAY NAME: User can also define the holiday name
  - Check box to agree the terms and conditions
  - ADD button
  - After adding this should be display in the listout page

- By clicking any items of listout page, it redirects to OVERVIEW Page
- Overview page consist of:
  - CALENDAR: It display the calendar format and mark the holiday
  - OVERVIEW page List out the following:
    - Start date
    - End date
    - Holiday name
    - Action: which contain Edit & Delete
  - TEMPLATE page contain the following:
    - Start date
    - End date
    - Holiday name
    - Also take PRINT and PDF of each holidays

### **SALARY DETAILS (Updation work)**

- When clicking Salary details option, it redirects to list out page
- Salary details list out page consists of table containing MONTH, EMPLOYEE NAME, EMPLOYEE ID, AMOUNT, STATUS
- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel
- On top of the table Filter by option:

- When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:

- 1.All

- 2.Save

- 3.Draft

- On top of the table Sort option

- When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:

- 1.All

2. Name

- 3.Month

- On the top of the table Add new button: It redirects to a create page which contain a form:

- EMPLOYEE: A drop down to select employee) . Add employee button (Redirect to add employee page and when a new employee is added show that in the employee drop down list
- EMAIL: This field automatically updated when customer choose employee name
- EMPLOYEE ID: This field automatically updated when customer choose employee name
- SALARY: This field automatically updated when customer choose employee name

- DATE OF JOINING: This field automatically updated when customer choose employee name
  - SALARY DATE: It contain salary date
  - CASUAL LEAVE: It contain casual leave
  - MONTH: It contain month
  - YEAR: It contain year
  - LEAVE: This field automatically updated
  - HOLIDAY: This field automatically updated
  - SALARY: Automatically calculated and updated
  - SAVE & DRAFT Button
  - By clicking any items of listout page it redirects to details page
- By clicking any items of listout page it redirects to details page it includes the following:
  - Details page includes the all information of create page
  - Pay slip (**Must be a format**) it includes the following:
    - ✓ Company name
    - ✓ Address
    - ✓ Name
    - ✓ Email
    - ✓ Full Salary
    - ✓ Allowance
    - ✓ Date of joining
    - ✓ Month
    - ✓ Year
  - Pay slip must have the following features:
    - ✓ Print

- ✓ Pdf
- ✓ Share
- ✓ Edit
- ✓ Delete

## **ATTENDANCE**

- When clicking Attendance option, it redirects to list out page
- Attendance list out page consists of table containing SERIAL NUMBER, EMPLOYEE NAME, MONTH, YEAR, TOTAL HOLIDAYS, TOTAL WORKING DAYS, TOTAL LEAVE
- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel
- On top of the table Sort option
  - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
    - 1.All
    - 2.Employee name(**updation**)
    - 3.Month
- On the top of the table Add new button: It redirects to a create page which contain a form:
  - EMPLOYEE: It list out the employees
  - DATE: User can choose date
  - STATUS: User can choose the status

- REASON: Customer can add reason (**Updation work**)
- Check box to agree the terms and conditions
- ADD button
- After adding this should be display in the listout page
- By clicking any items of listout page, it redirects to OVERVIEW Page
- Overview page consist of:
  - CALENDAR: It display the calendar format and mark the Attendance
  - OVERVIEW page List out the following:
    - Date
    - Status
    - Action: which contain Edit & Delete
  - TEMPLATE page contain the following:
    - Date
    - Status
    - PRINT, PDF, SHARE

## 1. Purchase Module

A purchase receive in accuhub is a document that is issued to record the items that are delivered or yet to be delivered by your vendor to your warehouse.

Purchase Module Consists of eight sections:

- Vendors

- Purchase Order
- Bill
- Expenses
- Payment
- Debit Note
- Recurring Bill

## 1. Vendors

When clicking on vendors it will redirect to Vendors page, which lists all vendors in a table containing details of ;

- ✓ Vendor Name
- ✓ GST Type
- ✓ GST Number
- ✓ Phone Number
- ✓ Mail ID
- ✓ Opening Balance
- ✓ Status
- ✓ Balance

**(Mistake : Current table pattern remove ,)**

- On top of the table Search option
- On top of the page export to excel option ( **Mistake : not working properly ,it's not directly exporting to excel**)
- On top of the table sort by option:

□ When clicking on the sort by option a drop down menu must appear with the below options and sorting must be done in these three ways :

- i. All
- ii. Vendor Name
- iii. Amount

**(Mistake :Sort option not completed)**

□ On top of the table filter by option:

When clicking on the filter option a drop down menu must appear with the below options and filter must be done in these three ways:

- ii. All
- ii. Active
- iii.Inactive

□ On top of the table Add Vendor button:

When clicking on Add customer button it will redirect to ADD Vendor Page.

- ADD VENDOR page consists of a form containing

□ Vendor Details

✓ Tile



- ✓ First Name
- ✓ Last Name
- ✓ Company Name
- ✓ Location
- ✓ GST Type

- i. If the GST Type is registered a new input field must appear to add GSTIN(GSTIN must possess the desired format otherwise give error message )

✓ PAN number (PAN number must possess the desired format otherwise give error message )

✓ Opening Balance ( Opening balance give two sections as debit and credit ,if the amount is credit make it as a minus figure )

✓ Place of supply (to choose state )

✓ Currency

✓ Payment Terms {To select payment terms in drop down list containing ( Due on receipt ,Net 30,Net 60 ) add new term button user can add a custom term }

✓ Billing Address ( State ,street ,city,pin code ,country)

✓ Shipping address( same format of billing address)

✓ Agree to terms and conditions checkbox.

( **Mistake : Add a new input field ‘credit limit’ to add credit limit amount .If the credit limit amount is not meeting the limitations a notifications must be shown.**)

✓ When clicking on any of the vendor from the Vendors table it will redirect to Vendor profile page .

✓ Vendor profile page consists of three sections

I. Overview

II. Transactions

III. Statement

✓ Overview: This page consists of vendor details (full details of create page)

✓ Transaction (**Mistake: transactions not display**)

I. Vendor details: Name, email, credit limit, mobile, GST number)

II. Transaction details: Date, Type, Number, Total, Balance

✓ On top of the view section edit, delete, print, pdf, Attach and download file, Active and inactive, share (WhatsApp and mail)

**Mistake: Print and Pdf, share button, attach file not working in other user id)**

✓ Statement (**Mistake**): This page consists of :

a) Report period: custom date range picker to select start and end date.

b) Statement contains (statement to adopt template format) it contains details of vendors transition page. )

## **PURCHASE ORDER**

A Purchase order is an official document that a buyer issues to a seller indicating information about the items they want to buy, their quantities, and their prices. Purchase order are document issued from a buyer (your organization) to a seller (the vendor). They are an important tool for buyers because they formalize requirements and pricing, and serve as legally binding documentation of the good and services that were ordered.

□ When clicking on purchase order it will redirect to purchase order page, which lists all purchase order in a table containing details of :

- ✓ Date
- ✓ Purchase order number
- ✓ Vendor name
- ✓ Mail id
- ✓ Total Amount
- ✓ Status
- ✓ Balance
- ✓ Action

**(Mistake: current table pattern remove)**

- When action should be changed to convert to Bill And convert to Recurring Bill .when click on '**convert to Bill**' option the purchase order is converted to bill and the action should be changed to **completed** same as Recurring bill.
- On top of the table search option

- On top of the page export to excel option (**Mistake: Not working properly**)
- On top of the table sort option:
  - ✓ When clicking on the sort by option a drop menu must appear with the below options and sorting must be done in these three ways :
- All
- Purchase order Number
- Customer Name

**(Mistake : updation work in Sort function)**

- On top of the table filter by option:
  - ✓ When clicking on the filter by option a drop down menu must appear with the below options and sorting must be done in these three ways :
- All
- Draft
- Save

**(Mistake: Billed Option changed )**

- On top of the table Add Purchase Order button:
  - ✓ When clicking on Add Purchase Order button it will redirect to Purchase Order Page:

- **Purchase Order** Page consists of a form containing ( Mistake: Add purchase order work not completed)

- ✓ Vendor details ( A drop down to select vendor name) . Add Vendor button (Redirect to add vendor page and when a new vendor is added show that in the vendor drop down list )
- ✓ Email (Automatically get updated when vendor name is selected
- ✓ GST Type And Number ( Automatically get updated when customer name is selected ( Mistake : Mail ID and GST No not displayed in other user id)
- ✓ purchase Order Date (Display current date .User can select any date )
- ✓ Reference Number (automatically display the reference number ) (**Mistake** :Reference number field add by add purchase order create page)
- ✓ Source of supply (Automatically get updated when vendor name selected and user can change vendor place of supply)

- Customer Information

- ✓ Customer name :A drop downlist to select customer name.
- ✓ Add customer button : Redirect to add vendor page ,and when a new customer is added show that in the vendor drop down list.
- ✓ Email :Automatically get upload when customer name is selected.
- ✓ Billing Address :Automatically get updated when customer name is selected.

✓ GST Type /Number :Automatically get updated according to selected customers GST type and Number.

✓ Place of supply : Automatically get updated when customer name is selected and user can change the customer place of supply

✓ Payment Terms ( A drop down list containing three option :

- Due on Receipt
- Net 30
- Net 60
- Add new Term button ( User can add a custom term)

✓ Expected shipment date :Automatically generated according to the payment terms and purchase order date .

✓ Payment Method :(Mistake )A drop down list to select payment methods:

- Cash
- Cheque
- UPI
- Bank (If the selection is Bank name account number is automatically generated. Cheque and UPI is selected generated in another input box .to fill the UPI ID and Cheque number

✓ Product /service drop down list of all items

- ✓ Add product button :redirect to add new item page .
- ✓ HSN :Automatically get updated
- ✓ Qty:Type qty
- ✓ Available quantity: display the available quantity
- ✓ .Price :Automatically updated when an item is selected (purchase rate ) Tax rate : Drop down options get automatically updated to (GST or IGST ) according to the customer place of supply and company state . (This option should automatically updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)

- ✓ Discount :Input field to add discount if applicable
- ✓ Total: Total will be automatically generated.based on quantity ,discount and rate  

$$= \text{Qty} * \text{Rate} - \text{Discount} = \text{Total}$$
- ✓ Add new row :Add new row
- ✓ Delete row : Delete the particular row .
- ✓ Subtotal :Generated automatically
- ✓ CGST :Generated Automatically
- ✓ SGST : Generated Automatically
- ✓ IGST
- ✓ Tax Rate based to display the GST Value or SGST Value
- ✓ Shipping charges
- ✓ Adjustment
- ✓ Grand Total :Gerated automatically
- ✓ Paid
- ✓ Balance ( Balance amount is automatically calculated according to the paid and grand total .)
- ✓ Save
- ✓ Draft
- ✓ Note
- ✓ Choose file :option to add extra files if needed ☐ When clicking on any of the purchase order from the PURCHASE ORDER table it will redirect to PURCHASE ORDER VIEW page.

☐ PURCHASE ORDER VIEW page consists of two sections.

a. Overview /Details



## b. Template

### ○ Overview: This page consists of :

- ✓ Purchase Order Details (To include the create page full details)
- ✓ Edit button : Edit purchase order
- ✓ Delete button: Delete purchase order
- ✓ File attach button : Attach file and download attached file .
- ✓ Print (Template page )
- ✓ PDF (Template page )
- ✓ Share : share to email and Whatsapp
- ✓ Convert ( Draft purchase order convert to save )
- ✓ Slip (Template page to convert the slip format)

### ○ Template

Template page consists of following:

- ✓ Purchase order number
- ✓ Purchase order date
- ✓ From (company name, address)
- ✓ To (Customer name, address)
- ✓ Item details :(Item name, hsn, price, quantity,tax,discount,total)
- ✓ Subtotal
- ✓ Tax value
- ✓ GST/IGST
- ✓ Tax amount
- ✓ Shipping charge
- ✓ Adjustment
- ✓ Total

**MISTAKE: Give reason modal to delete button, pdf, print ,( If you use a different user ID, the PDF and print option does not work correctly)**  
**Customer Mail ID and address will not come automatically if you use another user ID**

## ☐ **PURCHASE BILL**

when clicking on bill it will redirect to bill page, which lists all bill In a table containing details of :

- ✓ Date
- ✓ Bill number
- ✓ Vendor name
- ✓ Mail id
- ✓ Amount
- ✓ Status
- ✓ Balance

- On top of the table filter by option
- When clicking on the sort option a drop down menu must appear with the below options and sorting must be done in these three ways:

- ✓ All
- ✓ Bill number
- ✓ Vendor name

- On top of the table filter option

When clicking on the filter option a drop down menu must appear with the below options and sorting must be done In these three ways :

- ✓ All
- ✓ Save
- ✓ Draft

**(Mistake: icons are not displaying properly)**

- On top of the table Add bill option:( When clicking on add bill it will redirect to Bill page.
- Export to excel (**mistake: work not completed**)
- BILL Page consists of a form containing (Updation work)

a. Vendor information:

- ✓ Vendor name: A drop down list to select customer name.
- ✓ Add vendor button: Redirect to add vendor page, and when a new vendor is added show that in the vendor drop down list.
- ✓ Email: Automatically get upload when vendor name is selected.
- ✓ Billing Address: Automatically get updated when vendor name is selected.
- ✓ GST Type /Number: Automatically get updated according to selected vendor's GST type and Number.
- ✓ Place of supply: Automatically get updated when vendor name is selected and user can change the vendor place of supply

b. Bill date : Automatically set to current date .User can set any date.

c. Purchase Order Number (automatically generated based on purchase order convert function )

d. Payment Terms :A drop down list containing three options:

- ✓ Due on Receipt
- ✓ Net 30
- ✓ Net 60
- ✓ Add new Term button (user can add a custom term)

- Expected shipment date: Automatically generated according to the payment terms and purchase order date.
- Reference Number: Automatically generated.
- Customer Information

- ✓ Customer name: A drop down list to select customer name.

- ✓ Add customer button: Redirect to add vendor page, and when a new customer is added show that in the vendor drop down list.
  - ✓ Email: Automatically get upload when customer name is selected.
  - ✓ Billing Address: Automatically get updated when customer name is selected.
  - ✓ GST Type /Number: Automatically get updated according to selected customers GST type and Number.
  - ✓ Place of supply: Automatically get updated when customer name is selected and user can change the customer place of supply
- 
- Bill number: user can set invoice number and give error message when the number are not continuous.
  - Payment Method: A drop down list to select payment method:
    - ✓ Cash
    - ✓ Cheque
    - ✓ UPI
    - ✓ Bank Name

If the selection is Bank or Cheque, Account number and Cheque number is automatically generated in another input box.
  - Product details table
    - ✓ Product /sale: Drop down list of all items
    - ✓ Add product button: Redirect to add new item page.
    - ✓ HSN: Automatically get updated according to the item is selected
    - ✓ Qty: Type the quantity

- ✓ Available Quantity: Automatically generated.
- ✓ Price: Automatically updated when an item is selected (purchase price)
- ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to customer place of supply and company state.

(This option should automatically updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)

- ✓ Discount: user can set discount
- ✓ Total: Total will be automatically generated
- ✓ Clone option
- ✓ Delete row
- ✓ Add new row
- ✓ Tax amount
- ✓ Shipping charges
- ✓ Adjustment
- ✓ GST /IGST (based on tax)
- ✓ Paid (
- ✓ Balance (automatically generated)
- ✓ Save
- ✓ Draft

- When clicking on any of the bill from the bill table it will redirect to Bill Details Page.

- Bill Details page consists of two sections

Overview

Template

Overview: This page consists of Bill details (It should include all values on the create page)

- ✓ Edit
- ✓ Delete
- ✓ File attach button: Attach file and download attached file
- ✓ PDF: Template page
- ✓ Print :(Template page)
- ✓ Share (WhatsApp and mail)
- ✓ Slip
- ✓ Convert (draft option to convert save)

- Template

- ✓ Company Details (name, Gst number, address)
- ✓ Vendor Details
- ✓ Customer details
- ✓ Bill number
- ✓ Bill date
- ✓ Item details
- ✓ Amount
- ✓ Subtotal
- ✓ Tax amount
- ✓ Shipping charges
- ✓ Adjustment
- ✓ Grand Total
- ✓ Status

**MISTAKE: Give reason modal to delete button, pdf print, ( If you use a different user ID, the PDF and print option does not work correctly)**

**Customer Mail ID and address will not come automatically if you use another user ID**

## **RECURRING BILLS**

when clicking on recurring bill it will redirect to bill page, which lists all bill In a table containing details of:

- ✓ Date
- ✓ Recurring Bill number
- ✓ Vendor name
- ✓ Mail id
- ✓ Amount
- ✓ Status
- ✓ Balance

- When clicking on the sort option a drop down menu must appear with the below options and sorting must be done in these three ways:

- ✓ All
- ✓ Recurring bill number
- ✓ Vendor name

- On top of the table filter option

When clicking on the filter option a drop down menu must appear with the below options and sorting must be done In these three ways:

- ✓ All
- ✓ Save
- ✓ Draft

**(Mistake: icons are not displaying properly)**

- On top of the table Add Recurring Bill option:( When clicking on add bill it will redirect to Bill page.
- Export to excel **(Mistake: work not completed)**
- Recurring Bill Page consists of a form containing **(Updation work)**

e. Vendor information:

- ✓ Vendor name: A drop down list to select customer name.
- ✓ Add vendor button: Redirect to add vendor page, and when a new vendor is added show that in the vendor drop down list.
- ✓ Email: Automatically get upload when vendor name is selected.
- ✓ Billing Address: Automatically get updated when vendor name is selected.
- ✓ GST Type /Number: Automatically get updated according to selected vendor's GST type and Number.
- ✓ Place of supply: Automatically get updated when vendor name is selected and user can change the vendor place of supply

f. Bill date: Automatically set to current date. User can set any date.

g. Purchase Order Number: (automatically generated based on purchase order convert function)

h. Payment Terms: A drop down list containing three options:

- ✓ Due on Receipt
- ✓ Net 30
- ✓ Net 60
- ✓ Add new Term button (user can add a custom term)

- Expected shipment date: Automatically generated according to the payment terms and purchase order date.
- Reference Number: Automatically generated.
- Customer Information

- ✓ Customer name: A drop down list to select customer name.
- ✓ Add customer button: Redirect to add vendor page, and when a new customer is added show that in the vendor drop down list.
- ✓ Email: Automatically get upload when customer name is selected.



- ✓ Billing Address: Automatically get updated when customer name is selected.
  - ✓ GST Type /Number: Automatically get updated according to selected customers GST type and Number.
  - ✓ Place of supply: Automatically get updated when customer name is selected and user can change the customer place of supply
- Recurring Bill number: user can set invoice number and give error message when the number are not continuous.
  - Payment Method: A drop down list to select payment method:

- ✓ Cash
- ✓ Cheque
- ✓ UPI
- ✓ Bank Name

If the selection is Bank or Cheque, Account number and Cheque number is automatically generated in another input box.

- Product details table
  - ✓ Product /sale: Drop down list of all items
  - ✓ Add product button: Redirect to add new item page.
  - ✓ HSN: Automatically get updated according to the item is selected
  - ✓ Qty: Type the quantity
  - ✓ Available Quantity: Automatically generated.
  - ✓ Price: Automatically updated when an item is selected (purchase price)

✓ Tax rate: Drop down options get automatically updated to (GST or IGST ) according to customer place of supply and company state.

(This option should automatically have updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)

- ✓ Discount: user can set discount
- ✓ Total: Total will be automatically generated
- ✓ Clone option
- ✓ Delete row
- ✓ Add new row
- ✓ Tax amount
- ✓ Shipping charges
- ✓ Adjustment
- ✓ GST /IGST (based on tax )
- ✓ Paid (
- ✓ Balance (automatically generated)
- ✓ Save
- ✓ Draft

- When clicking on any of the bill from the bill table it will redirect to Bill Details Page.

- Bill Details page consists of two sections

Overview

Template

Overview: This page consists of Recurring Bill details (It should include all values on the create page)

- ✓ Edit
  - ✓ Delete
  - ✓ File attach button: Attach file and download attached file
  - ✓ PDF: Template page
  - ✓ Print :(Template page)
  - ✓ Share (WhatsApp and mail)
  - ✓ Slip
  - ✓ Convert (draft option to convert save)
- Template
  - ✓ Company Details (name ,Gst number ,address)
  - ✓ Vendor Details
  - ✓ Customer details
  - ✓ Bill number
  - ✓ Bill date
  - ✓ Item details
  - ✓ Amount
  - ✓ Subtotal
  - ✓ Tax amount
  - ✓ Shipping charges
  - ✓ Adjustment
  - ✓ Grand Total
  - ✓ Status

**MISTAKE: Give reason modal to delete button, pdf  
, print ,( If you use a different user ID,  
the PDF and print option does not work correctly)  
Customer Mail ID and address will not come  
automatically if you use another user ID**

## **DEBIT NOTE**

- When clicking on Debit Notes it will redirect to Debit Note page, which lists all credit notes in a table containing details of :
  - ✓ Date
  - ✓ Debit number
  - ✓ Vendor name
  - ✓ Mail id
  - ✓ Amount
  - ✓ Status
  - ✓ Balance
- On top of the table Search option :
- On top of the page export to excel option: **MISTAKE:(Not working properly)**
- On top of the table Sort by option:
  - When clicking on the Sort by option a drop down menu must appear with the below options and sorting must be done in these three ways: ○ All ○ Debit Number ○ Vendor Name

- On top of the table Filter by option: (**MISTAKE: filter button is missing**)

➤ When clicking on the Filter option a drop down menu must appear with the below options and sorting must be done in these three ways:

- ✓ All (**Updation**)
- ✓ Save (**Updation**)
- ✓ Draft (**Updation**)

▪ **MISTAKE: icons are not displaying**

□ On top of the table Add Debit Note button:

➤ When clicking on Add debit note button it will redirect to DEBIT NOTE page.

- DEBIT NOTE page consists of a form containing;(**Work not completed updation**)

▪ Vendor information:

- ✓ Vendor Name : A drop downlist to select vendor name.
- ✓ Add vendor button: Redirect to add vendor page, and when a new vendor is added show that in the vendor drop down list.
- ✓ Email: Automatically get updated when vendor name is selected.
- ✓ Address: Automatically get updated when vendor name is selected.
- ✓ (**Updation**)**GST Number:** Automatically get updated according to selected customer's GST type.

- Credit note date: Automatically set to current date. User can set any date.
- **(Updation)Payment Terms:** A drop down list containing three options:
  - ✓ Due on Receipt
  - ✓ NET 30
  - ✓ NET 60
  - ✓ 'Add new Term' button (User can add a custom term)
- **Credit Note number(Updation): User can set credit note number give error message when the numbers are not continuous.**
- Place of supply: Automatically get updated when customer name is selected and user can change place of supply.
- **Payment method: (Updation)**A drop down list to select payment methods:
  - ✓ Cash
  - ✓ Cheque (Cheque number)
  - ✓ UPI (UPI ID)
  - ✓ Bank

If the selection is Bank or Cheque,

Account number and Cheque number is automatically generated in another input box.

**MISTAKE: Place of supply is not automatically getting updated when a customer name is selected.**

- **Bill number:** List out number which based on the vendor bills and recurring bill

- Item details table:

- ✓ Product/Sales: Drop down list of all items.
- ✓ Add product button: Redirect to add new item page.

**▪ MISTAKE: Add product modal is not working properly. GST options are not visible when Taxable option is selected.**

**MISTAKE: The items are selected based on the invoice number, otherwise it shows error message**

- ✓ HSN: Automatically created when an item is selected.
- ✓ Qty: Type the quantity.
- ✓ Available Quantity: Available quantity will be deducted and Automatically

**▪ MISTAKE: when qty is greater than available quantity, it shows error message**

- ✓ Price: Automatically updated when an item is selected.
- ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to the Place of supply (This option should automatically updated according to ITEMS page 'Tax rate'. In items page if the tax rate is 12%, here user can't select any other option rather than 12%, for example if user select 18% create an error message, if the item is non-taxable here the Tax rate should be automatically updated to 0%)
- ✓ Discount: Input field to add discount if applicable.
- ✓ Total: Total will be automatically generated
- ✓ Clone option: Clone the above row.
- ✓ Delete row: Delete the particular row.

- ✓ Add new row: Add new row.
- Note: A text area to type notes.
- Sub Total: Generated automatically.
- CSGT: Generated automatically
- SGST: Generated automatically
- Tax Amount: Generated automatically
- Shipping Charge: Add shipping charges if any
- Adjustment: Add adjustment if any.
- Grand Total: Generated automatically.
- **Advanced Paid(Updation):** Add advance paid amount if any.
- **Balance (Updation):** Balance amount is automatically calculated according to the advance paid and grand total.
- Save Button(**Updation**): Add Save button
- Draft Button(**Updation**): Add draft button
- When clicking on any of the credit notes from the DEBIT NOTES table it will redirect to DEBIT NOTES VIEW page.
- DEBIT NOTES VIEW page consists of two sections:
  - Template
  - Overview
  - Overview: This page Consists of:

This page consists of Debit Note details (It should include all values on the create page)

- ✓ Edit
- ✓ Delete
- ✓ File attach button: Attach file and download attached file



- ✓ PDF : Template page
- ✓ Print :(Template page )
- ✓ Share (whatsapp and mail)
- ✓ Slip
- ✓ Convert (draft option to convert save )

➤ Template

- ✓ Company Details (name ,Gst number ,address)
- ✓ Vendor Details
- ✓ Debit note number
- ✓ Bill date
- ✓ Item details
- ✓ Amount
- ✓ Subtotal
- ✓ Tax amount
- ✓ Shipping charges
- ✓ Adjustment
- ✓ Grand Total
- ✓ Status

**MISTAKE: Give reason modal to delete button**

**Pdf, print, ( If you use a different user ID,  
the PDF and print option does not work correctly)**

**Customer Mail ID and address will not come  
automatically if you use another user ID**

## **EXPENSES**

- When clicking Expense option, it redirects to list out page

- Expense list out page consists of table containing DATE, NAME, EXPENSE ACCOUNT, EXPENSE TYPE, PAYMENT METHOD, AMOUNT, STATUS

**MISTAKE:(Table fields needs to rearrange)**

- On the top of the table Search option: Working on alphabets order.
  - On the top of the table Export to excel (**Updation work**)
  - On top of the table Filter by option (**Updation work**)
    - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
      - 1.All
      - 2.Active
      - 3.Inactive
  - On top of the table Sort option:(**Updation work**)
    - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
      - 1.All
      - 2.Expense Account
      - 3.Amount
- MISTAKE:(Excel, sort, filter option, needs to complete)**

- On the top of the table Add new button: It redirects to a create page which contain a form:

- DATE: To add date
- EXPENSE ACCOUNT: A drop down to select expense account) . Add expense button (Redirect to add expense page and when a new expense is added show that in the expense drop down list
- EXPENSE TYPE: Customer can choose goods/service
- HSN/SAC: To add hsn or sac
- AMOUNT: To enter amount
- PAID THROUGH: It contain a drop down list of:
  - ✓ Cash
  - ✓ Bank
  - ✓ Upi
  - ✓ Cheque

**MISTAKE:(Current options are incorrect, needs to update)**

- SOURCE OF SUPPLY: Customer can choose the place of supply from the drop down list
- VENDOR: A drop down to select vendor name) . Add Vendor button (Redirect to add vendor page and when a new vendor is added show that in the vendor drop down list
- CUSTOMER: A drop down to select customer) . Add customer button (Redirect to add customer page and when a new customer is added show that in the customer drop down list
- TAX: Drop down options get automatically updated to (GST or IGST) according to customer place of supply and company state.

- REFERENCE NUMBER: Automatically updated
  - UPLOADED FILE: Any files to attach
  - NOTE: To add notes
  - SUBMIT Button
- By clicking any items of listout page it redirects to overview page
  - Overview page consists of following:
    - Details page it includes:
      - ✓ Total expense amount
      - ✓ Date
      - ✓ Expense type
      - ✓ Reference
      - ✓ Hsn/Sac
      - ✓ Tax
      - ✓ Paid through
      - ❖ Vendor
      - ✓ Amount
      - ✓ Source of supply
      - ✓ Customer
      - ✓ Note
    - Templates consist of: **(Missing Template, Updation work)**
      - ✓ Company details
      - ✓ Vendor details
      - ✓ Customer details
      - ✓ Tax amount
      - ✓ Expense account

- ✓ Date
- Template includes
  - ✓ Print
  - ✓ Pdf
  - ✓ Edit
  - ✓ Delete
  - ✓ Attach file
  - ✓ Active and inactive button

## **PAYMENT**

- When clicking Payment option, it redirects to list out page
- Payment list out page consists of table containing DATE, NUMBER, VENDOR NAME, EMAIL, AMOUNT, STATUS, BALANCE

### **MISTAKE:(Table fields needs to rearrange)**

- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel (**Updation work**)
- On top of the table Filter by option (**Updation work**)
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Draft
    - 3.Save
- On top of the table Sort option:(**Updation work**)

- When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:

1.All

2.Number

3.Vendor name

- On the top of the table Add new button: It redirects to a create page which contain a form:
  - VENDOR: A dropdown list to select vendors
  - DATE: Automatically display the current date and also user can choose the date
  - REFERENCE NUMBER: Automatically updated when user select the vendor
  - EMAIL (**Updation**): Automatically updated when user select the vendor
  - Gst number (**Updation**): Automatically updated when user select the vendor
  - Bill Number (**Updation**): User can enter the bill number and also display an error message if bill number is not continues
  - PAID THROUGH: This includes following:
    - ✓ Bank
    - ✓ Cash
    - ✓ Cheque
    - ✓ UPI

**MISTAKE:(Currently this options are incorrect and remove the add button, remove payment method field and**

**add button)**

- Table format containing the following details:
  - ✓ Serial number
  - ✓ Date
  - ✓ Bill number
  - ✓ Bill amount
  - ✓ Balance payment

**MISTAKE:(Table fields needs to rearrange and add, remove some fields)**

- This page automatically shows data which are following:
  - ✓ Opening balance
  - ✓ Recurring bills
  - ✓ Debit note
  - ✓ Bill
  - ✓ Total balance
- SAVE & DRAFT Button
- By clicking any items of listout page it redirects to OVERVIEW PAGE
- Overview page consists of:
  - Template which list out the following:
    - ✓ Vendor details: Show vendor details
    - ✓ Company details: show company details
    - ✓ Transaction date: show the date of creative page
    - ✓ Particulars: Payment/paid
    - ✓ Amount: Show amount
  - Templates consist of:
    - ✓ Print
    - ✓ Slip

- ✓ Pdf
- ✓ Edit
- ✓ Delete
- ✓ Share
- ✓ Draft & Save Button

**MISTAKE:(Missing slip, draft & save button, share)**

## **EWAY BILL**

**MISTAKE:(Currently eway bill include in purchase module, it should change as a separate module)**

- When clicking Eway bill option, it redirects to list out page
- Eway bill list out page consists of table containing DATE, BILL NUMBER, NAME, EMAIL ID, TRANSACTION, AMOUNT, STATUS

**MISTAKE:(Table fields needs to rearrange)**

- On the top of the table Search option: Working on alphabets order.
- On the top of the table Export to excel
- On top of the table Filter by option
  - When clicking on the Filter by option a drop down menu must appear with the below options and filtering must be done in these three ways:
    - 1.All
    - 2.Save
    - 3.Draft



- On top of the table Sort option:
  - When clicking on the Sort option a drop down menu must appear with the below options and sort must be done in these three ways:
    - 1.All
    - 2.Eway bill number
    - 3.Name
- On the top of the table Add new button: It redirects to a create page which contain a form:

❖ BILL DETAILS:

- DOCUMENT TYPE: It contain dropdown:
  - ✓ Invoice
  - ✓ Credit notes
  - ✓ Delivery challan
- TRANSACTION SUB TYPE: It contain dropdown
  - ✓ Supply
  - ✓ Export
  - ✓ SKD/CKD
- TRANSACTION TYPE: It contain dropdown
  - ✓ Goods
  - ✓ Services

❖ CUSOMER DETAILS:

- SELECT CUSTOMER: A drop down to select customer) . Add customer button (Redirect to add customer page and when a new customer is added

show that in the customer drop down list

- ADDRESS DETAILS: Automatically updated when user select customer from the dropdown list
- EMAIL: Automatically updated when user select customer from the dropdown list
- GST TREATMENT: Automatically updated when user select customer from the dropdown list
- PLACE OF SUPPLY: Automatically updated when user select customer from the dropdown list and also customer can change place of supply
- INVOICE NUMBER: User can enter the bill number and also display an error message if bill number is not continues
- DATE: Display the current date
- TRANSPORTATION: A drop down to select transportation) . Add customer button (Redirect to add transportation modal and when a new transportation is added show that in the transportation drop down list
- KILOMETERS: Customer can enter the kilometers
- Item details table:
  - ✓ Product/Sales: Drop down list of all items.
  - ✓ Add product button: Redirect to add new item page.
  - ✓ HSN: Automatically created when an item is selected.
  - ✓ Qty: Type the quantity.
  - ✓ Available Quantity: Available quantity will be deducted automatically

**MISTAKE: when qty is greater than available quantity, it shows error message**

- ✓ Price: Automatically updated when an item is selected.
  - ✓ Tax rate: Drop down options get automatically updated to (GST or IGST) according to the Place of supply.
  - ✓ Discount: Automatically Updated if applicable
  - ✓ Total: Automatically Updated
  - ✓ Clone option: Clone the above row.
  - ✓ Delete row: Delete the particular row.
  - ✓ Add new row: Add new row.
  - Note: A text area to type notes.
  - Attach file: To attach file
  - Sub Total: Generated automatically.
  - IGST: Generated automatically
  - Tax Amount: Generated automatically
  - Shipping Charge: Add shipping charges if any
  - Adjustment: Add adjustment if any.
  - Grand Total: Generated automatically.
  - SAVE & DRAFT Button
- 
- By clicking any items of listout page it redirects to the OVERVIEW PAGE
- MISTAKE:(Not working it does not redirect overview page)**

- Overview page consist of the following:
  - Details page: It listout all details of listout page
  - Template: it consists of following details
    - ✓ Date
    - ✓ Customer name & details
    - ✓ Item details
    - ✓ Bill number
    - ✓ Amount
  - Template must have the following features:
    - ✓ Print
    - ✓ Pdf
    - ✓ Edit
    - ✓ Delete
    - ✓ Attach file
    - ✓ Save & Draft convert button

## **MAIN MISTAKES:**

- **Dash board work is not completed**
- **Missing Report section needs to complete**
- **The login and admin pages should be redesigned to accommodate 100+ employees and be customized to the company's needs.**
- **Finsys should be implemented in a similar manner to how trial domain purchases are handled**
- **All modules and templates should follow the same format**
- **Each entries should be display**
- **Company can choose the modules**
- **If using this software for trail user must be enter a valid email id (received otp) notification should be received as message**
- **The registration page should be updated to include additional details**

✓

