**Accounts Management**

Good financial management is very important to any successful system. In our system, the person responsible for this accounts managing, named as an Accountant. The accountant should have accounting experience, knowledge of budget planning and risk management.

These are the tasks accountant can do using our system.

* Accountant should be able to monitor all money coming in and going out.

**ways of money coming in**

* from government
* from sponsors
* others (staff, students)

**ways of money going out**

* costs for decorations, sound systems, meals and beverages, certificates and awards, equipment etc.
* salaries of judges and coaches
* allowances of sports coordinators and certificates writers

Accountant should be able to insert, update and delete all the above details.

* System should be able to generate the final report of budgets and expenses of the sports meet and also should be able to create the balance sheets.
* Accountant have to send the emails to sponsors for requesting sponsorships. For send the emails, accountant can search the sponsors by typing their names on the search bar.

Accounts Management

* In Accounts Management user (Accountant) is getting the opportunity to handle all the expenses of the event. Accountant can make a budget for each and every event and later it can be compared with the actual expense and calculate the profit/deficit.
* System keeps track of both internal and external costs such as beverages , equipments, certificates and awards etc. Details of the inventory can be accessed by the accountant and the admin (in a special case scenario) and retrieve the details
* has the authorization for insert , update and delete details.
* Accountant can insert, delete and update all the details of budgets and expenses.
* Accountant can do search for sponsors by their names, types etc.
* After searching sponsors Accountant can send emails to them, requesting for their sponsorship.
* System keeps track of the all budget which gets from government, students and staff members.
* System keeps track of costs for decoration, sound systems, meals and beverages, certificates and awards, equipment etc.
* System should generate reports of budgets and expenses of the sports meet.
* Accountant should be able to allocate allowance from the profit to Sports Coordinators & Certificate Writers.