Example 1 Lighthouse	Document Name	Object Help Document		
Info Systems Pvt. Ltd.	Menu Code	01.109.02		
SINCE 1907	Process Name	Cost Center Master		
Release Version	1.0	Document No LISPL/OHD/FI/109/002		
Release Date	27-Oct-2016	Pages	Page - 1 - of 6	

01.109.02 - Cost Center Master

PROCESS OVERVIEW

This master is used to define the Cost Code. Cost code is required to define the cost of the product .In this master grouping of costs can be done depending on their nature and function.

PROCESS PRE-REQUISITES

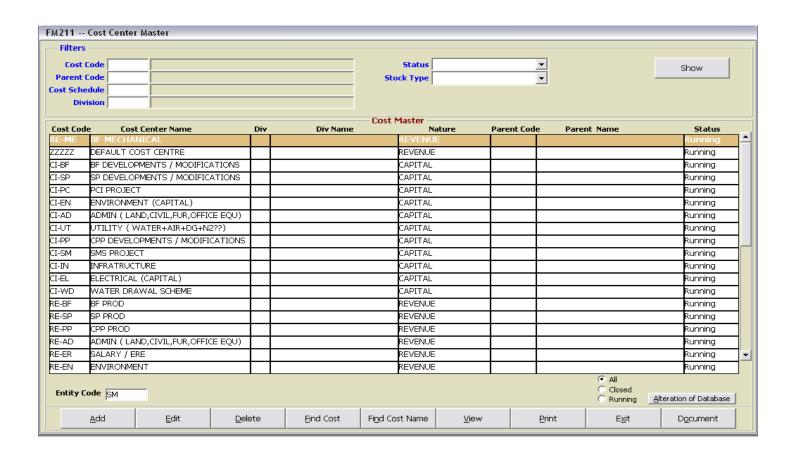
Input Fields	Input Details	General Remarks
Cost Schedule	Cost Center Schedule Master	Data in the cost center schedule master must be available in the table.
Cost Code	Require to enter the cost code	

KEY FEATURES

- Helps in easy report generation
- Helpful in account purpose

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Release Version	1.0	Document No LISPL/OHD/FI/109/002	
Release Date	27-Oct-2016	Pages	Page - 2 - of 6

PROCESS DETAILS



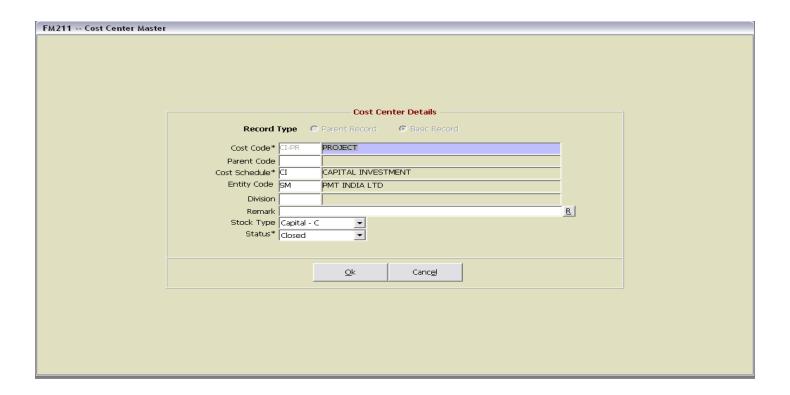
BUTTONS	DESCRIPTION	
Show	To show the data as per filter assigned.	
Add	To Add new record.	

Example 1 Lighthouse	Document Name	Object Help Document	
Info Systems Pvt. Ltd.	Menu Code	01.109.02	
SINCE 1987	Process Name	Cost Center Master	
Release Version	1.0	Document No	LISPL/OHD/FI/109/002
Release Date	27-Oct-2016	Pages	Page - 3 - of 6

Edit	To Edit the selected record. Cost Code cannot be changed.
Delete	To Delete selected record. It is possible only if the selected Cost Code is not used in any master relationship or in any transaction.
Find Cost	To search the Cost Code as per Cost Code wise.
Find Cost Name	To search the Cost Name as per Cost Name wise.
View	To View the selected record.
Print	To print the selected record.
Exit	To Exit from the open form.
Document	To attached important soft copy of documents to the Cost Center that is about to create.

FIELDS	DESCRIPTION	R/O/C
Cost Code	Select the Cost Code from LOV if you want to filter the data according to Cost Code.	О
Parent Code	Select the Parent Code from LOV if you want to filter the data according to Parent Code.	
Cost Schedule	Select the Cost Schedule from LOV if you want to filter the information according to Cost Schedule.	О
Division	Select the Division from LOV if you want to filter the data according to Division.	0
Stock Type	Select the Stock Type from drop down list.	0
Status	Select the Status from drop down list.	0

Lighthouse	Document Name	Object Help Document		
Info Systems Pvt. Ltd.	Menu Code	01.109.02		
Process Name Cost Center Maste		Cost Center Master	•	
Release Version	1.0	Document No	LISPL/OHD/FI/109/002	
Release Date	27-Oct-2016	Pages	Page - 4 - of 6	



Work Step – To Add General Ledger Account

- Step 1 Press 'Add' Button.
- Step 2 Specify the code and name to the Cost Code.
- Step 3 Select Cost Schedule from the LOV.
- Step 4 Select the Status from the drop down list.
- Step 5 Press "Ok" buttons to save the record.

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SINCE 1987	Process Name	Cost Center Master		
Release Version	1.0	Document No LISPL/OHD/FI/109/002		
Release Date	27-Oct-2016	Pages	Page - 5 - of 6	

Input Field Level Information

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Cost Code	Depending on the user requirement	R	Specify the Cost Code which shouldn't be more than five characters.
Parent Code	User is required to enter the parent code if required	0	Specify the parent if it is applicable.
Cost Schedule	Cost Center Schedule Master	R	Select the Cost Schedule from the LOV.
Entity Code	User has to select from the LOV	0	Select Entity if you want to restrict the entry for selected Entity wise.
Division	User is required to select division from the LOV	0	Select Division if you want to restrict the entry for selected Division only.
Remark	User is required to enter remarks if any	0	Specify the remark here if require.
Stock Type	User can select Revenue/capital from the drop down list	0	Select the Stock type from drop down list.
Status	Status can be running or closed depending on the requirement	R	Select the Status from the drop down list.

R = Required, O = Optional, C = Conditional

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Release Version	1.0	Document No	LISPL/OHD/FI/109/002
Release Date	27-Oct-2016	Pages	Page - 6 - of 6