	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd. SINCE 1987	Menu Code	01.201.06	
	Process Name	Item Group Master	
Release Version	1.0	Document No	LISPL/OHD/MM/201/006
Release Date	05-Jan-2016	Pages	Page - 1 - of 3

01.201.06 – Item Group Master

PROCESS OVERVIEW

The purpose of creating Item Group is to link the Item wise accounts posting in various GL Accounts. Items are grouped as per the GL accounts defined in Chart of Accounts.
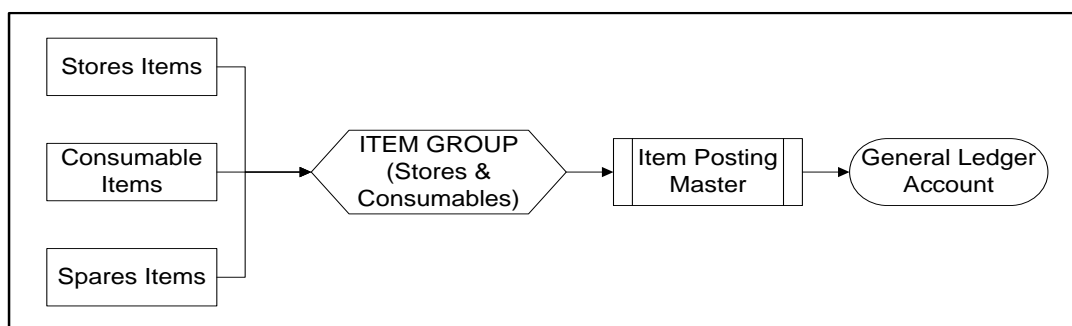
PROCESS PRE-REQUISITES

Input Fields	Input Field Details	Remarks
Item Gp code	User is required to enter the Gp code	User defined
Item Gp Name	User is required to enter the Gp Name	User defined

KEY FEATURES

- Grouping of items can be done
- Further the details are useful in item posting and General Ledger.

PROCESS DETAILS

BUTTONS	DESCRIPTION
Add	To add new Item Group master.
Edit	To edit the existing master data, code cannot be changed.
Delete	To delete the existing master data only if the same is not used in any other master data or in any transaction.
Find Item	To find the master data by code or name.
View	To view the master data in display mode.
Print	Facility to export the master data populated in the data browser window in Excel file.
Exit	To exit from the master form.

Item Group Details

Item Gp Code* `CONS`

Item Gp Name* `STORES & CONSUMABLES`

Ok   Cancel

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Item Gp Code	Group Code	R	Unique Item Group Code upto 5 characters.
Item Gp Name	Item Group Description	R	Item Group Name upto 50 characters.

(R-Required, O-Optional, C-Conditional)