

Invoices

This application lets you keep track of all delivery notes and invoices generated in the company.

Listado de facturas				Opciones de filtro		Gráficas y estadísticas		Ayuda									
Nueva factura				Buscar		Buscar		Excel		Descargar PDF		Visor PDF		Enviar PDF		Reset	
IL.Fac.	Fecha	Cliente	Proyecto	Base (€)	Total (€)	Cerr.	Cobr.	Cuenta									
<input type="checkbox"/> Albarán 00107	2015-02-23	adipiscing elit. Cur...	[Sin proyecto asocia...	2820.0	2820.0	No	No	[Sin cuenta]									
<input type="checkbox"/> Albarán 00103	2015-02-23	adipiscing elit. Cur...	[Sin proyecto asocia...	760.0	760.0	No	No	[Sin cuenta]									
<input type="checkbox"/> Albarán 00102	2015-02-23	consectetuer adipisc...	[Sin proyecto asocia...	28.0	28.0	No	No	[Sin cuenta]									
<input type="checkbox"/> Albarán 00101	2015-02-19	non lorem vitae odio...	eros turpis non enim...	210.0	210.0	No	No	[Sin cuenta]									
<input type="checkbox"/> Albarán 00100	2012-09-06	Quisque fringilla eu...	penatibus et magnis...	595.0	719.95	No	No	A									
<input type="checkbox"/> Factura 001/15	2015-02-23	nec orci. Donec nibh...	[Sin proyecto asocia...	620.0	620.0	Si	No	B									
<input type="checkbox"/> Factura 002/15	2015-02-23	malesuada vel. conva...	[Sin proyecto asocia...	222.0	222.0	Si	No	B									
<input type="checkbox"/> Albarán 00097	2013-08-12	magnis dis parturien...	Lorem ipsum dolor si...	190.0	229.9	No	No	B									
<input type="checkbox"/> Albarán 00096	2012-09-15	nunc risus varius or...	neque. Nullam ut nis...	210.0	254.1	No	No	B									
<input type="checkbox"/> Albarán 00095	2012-03-22	elit. pharetra ut, p...	penatibus et magnis...	288.0	348.48	No	No	B									
<input type="checkbox"/> Albarán 00094	2013-05-10	odio. Etiam liqua t...	facilisis eget. ipsu...	324.0	392.04	No	No	B									
<input type="checkbox"/> Albarán 00093	2013-11-02	Cras interdum. Nunc...	ut cursus luctus, ip...	350.0	423.5	No	No	A									
<input type="checkbox"/> Albarán 00092	2012-08-30	faucibus leo, in lob...	ut cursus luctus, ip...	140.0	169.4	No	No	A									
<input type="checkbox"/> Factura 001/15	2015-02-23	facilisis lorem tris...	[Sin proyecto asocia...	219.0	264.99	Si	Si	A									
<input type="checkbox"/> Albarán 00090	2014-01-10	Cum sociis natoque p...	neque. Nullam ut nis...	132.0	159.72	No	No	A									
<input type="checkbox"/> Albarán 00089	2012-05-01	molestie orci tincid...	[Sin proyecto asocia...	138.0	166.98	No	No	B									
<input type="checkbox"/> Albarán 00088	2012-04-09	at fringilla purus m...	facilisis eget. ipsu...	168.0	203.28	No	No	A									
<input type="checkbox"/> Albarán 00087	2012-05-21	per conubia nostra...	ut cursus luctus, ip...	34.0	41.14	No	No	B									
<input type="checkbox"/> Albarán 00086	2013-01-27	ridiculus mus. Proin...	Donec non justo. Pro...	69.0	83.49	No	No	B									
<input type="checkbox"/> Albarán 00085	2013-01-25	sociis natoque penat...	Etiam imperdiet dict...	134.0	162.14	No	No	A									
<input type="checkbox"/> Albarán 00084	2012-12-23	eu enim. Etiam imper...	non, sollicitudin a...	222.0	268.62	No	No	B									
<input type="checkbox"/> Albarán 00083	2012-09-18	faucibus orci luctus...	Donec non justo. Pro...	33.0	39.93	No	No	B									
<input type="checkbox"/> Albarán 00082	2014-01-27	orci, consectetuer e...	Donec non justo. Pro...	29.0	35.09	No	No	A									
<input type="checkbox"/> Albarán 00081	2012-09-10	iacus. Aliquam rutru...	[Sin proyecto asocia...	344.0	416.24	No	No	B									
<input type="checkbox"/> Albarán 00080	2012-11-26	libero. Proin sed tu...	sem magna nec quam...	497.0	601.37	No	No	B									
				Suma (€)	Suma (€)												
				8776	9640.36												
Página 1 de 5 (registros del 1 al 25 de 104). Registros por página: 25																	

List of invoices

In the list of invoices you will find the most important pillars of registration:






- **N.Fac.:** Numeric code that identifies the packing slip or invoice.
- **User:** Date of delivery note or invoice.
- **Date:** Date and time of occurrence.
- **Customer:** Client for which generated the packing slip or invoice.
- **Project:** Name of project that has generated the delivery note or invoice.
- **Base (*):** Amount of the delivery note or invoice before tax.
- **Total (*):** Amount of the delivery note or invoice after applying the applicable taxes.
- **Closed:** When the packing list is closed, it becomes invoice.
- **Charged:** If you have made the payment on the packing slip or invoice.
- **Account:** Account which allocate income.

(*) **At the end of listing the sum of these columns is included, note that the result only includes the visible columns per page.**




Remember: The events can be arranged by dragging them to the user folder you want.

Listing Options

On each record. You can perform a series of actions that are represented by the following icons:

- : Check / Edit / Delete Record.
- : This action will lead to the creation of a new record using data from the current.
- : Download PDF with log data. ([más info sobre PDF](#))
- : Show data through-PDF Viewer.
- : Prepare an email with the selected budget attached as PDF file.

This list also provides the following actions by selecting multiple records simultaneously:

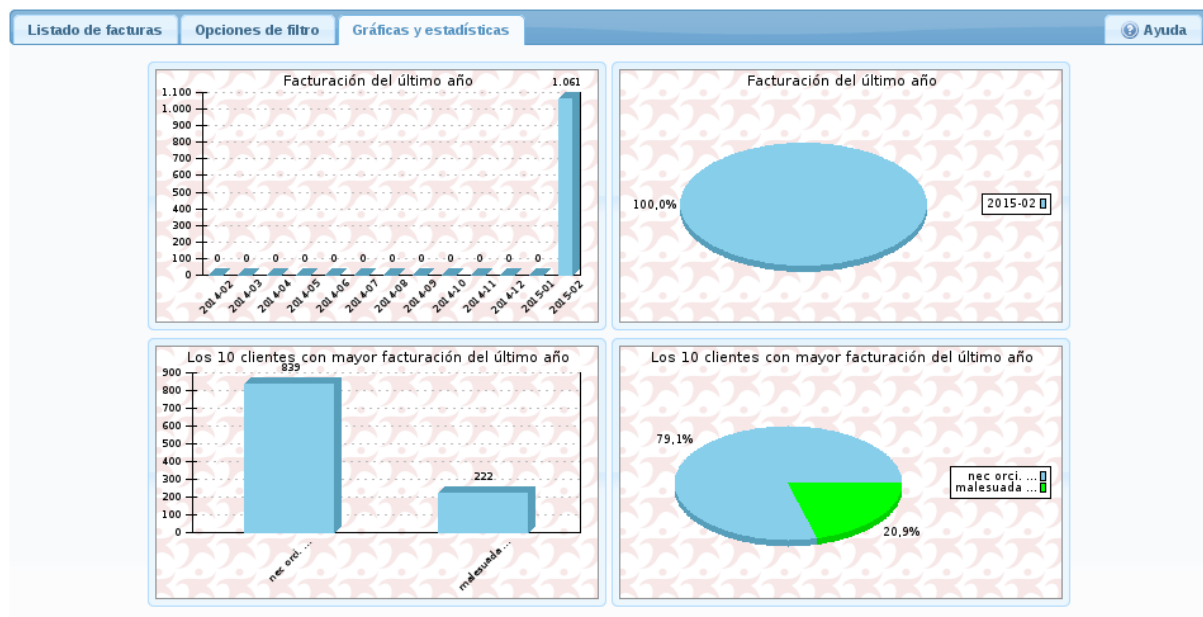
- : Download the selected records to a file format. PDF.
- : Display records selected format. PDF on screen.
- : Prepare an email with the selected records attached as PDF files.

Filter Options

For more information about the filter options listed in the [ayuda general](#).

Graphs and statistics

In this tab to find statistics turnover last year and the top 10 active customers.



Form invoices

This is the billing application, with it you can add, modify and view all data of different notes and invoices classified in different tabs: main data, concepts, products, maturities, data on the registry modifications and assignments to folders.

Data tab of the delivery note or invoice

In this tab you can view and modify the main details of the delivery note or invoice. Here we relate all information fields.


Datos de la factura	Conceptos	Nuevos conceptos	Nuevos productos	Nuevos vencimientos	Datos del registro	Carpetas	Ayuda
(*) Cuenta	[Sin cuenta]			(*) Epígrafe	[Sin epígrafe asociado]		
(*) Forma de pago	[Sin forma de pago]						
Cliente	adipiscing elit. Curabitur sed tortor. [860403!]			Proyecto	[Sin proyecto asociado]		
(*) Nombre	adipiscing elit. Curabitur sed tortor.			C.I.F.	86040395-N		
Dirección	965-9052 Vehicula Road						
País	Rwanda			Provincia	SK		
Población	Blythe			Código postal	46790		
Notas	<div></div>						
<input type="checkbox"/> Cerrado	Fecha emisión	2015-02-23		N.Fac.			
<input type="checkbox"/> Cobrado	Fecha cobro	2015-02-23					
Base (€)	I.V.A. (%)		0	I.R.P.F. (%)	0		
	I.V.A. (€)		0	I.R.P.F. (€)	0		
					Total (€)		470
<input type="button" value="Actualizar"/> <input type="button" value="Actualizar y volver aquí"/> <input type="button" value="Cancelar"/>							

- **Count (*)**: Account where the income is counted.
- **Heading (*)**: Economic activity.
- **Payment (*)**: Payment method used to collect the revenue.
- **Customer**: Which Customer will be charged the amount.
- **Project**: Project that is being billed.
- **Name (*)**: Customer name. This field is automatically populated when you select the customer.
- **Address**: Customer address. This field is automatically populated when you select the customer.
- **Country**: Customer Country. This field is automatically populated when you select the customer.
- **County**: Province client. This field is automatically populated when you select the customer.
- **Population**: Population customer. This field is automatically populated when you select the customer.
- **Postal Code**: ZIP customer. This field is automatically populated when you select the customer.
- **Notes**: Explanatory notes you want to include.
- **Closed**: Determines if a delivery note or invoice.
- **Issued on**: Date the invoice is generated when you close the delivery note.
- **N. Fac .:** Invoice number.
- **I collected**: If you have already claimed.
- **Date due**: Date of recovery.
- **VAT rate (%)**: VAT rate. ([más info sobre IVA](#))
- **Income tax (%)**: Percentage of income tax. ([más info sobre IRPF](#))
- **Base (€)**: Taxable income, total economic value before taxes.
- **VAT (€)**: Economic amount of VAT.
- **Income tax (€)**: Monetary amount of income tax
- **Total (€)**: Total receivables including tax.

(*) Required when creating or modifying a delivery note or invoice fields.

Tab Concepts

In this tab you can include all the necessary concepts to create the delivery note or invoice

Datos de la factura		Conceptos	Nuevos conceptos	Productos	Nuevos productos	Vencimientos	Nuevos vencimientos	Datos del registro	Carpetas	 Ayuda
Concepto					Unid.	Pr.Un. (€)	Dto. (%)	Total (€)		
egestas. Aliquam fringilla cursus purus. Nullam scelerisque					10	62	0	620	<input type="checkbox"/>	<input type="checkbox"/>
Lorem ipsum dolor sit amet, consectetur adipiscing elit.					11	12	0	132	<input type="checkbox"/>	<input type="checkbox"/>
Phasellus id metus in turpis ullamcorper euismod.					123	32	0	3936	<input type="checkbox"/>	<input type="checkbox"/>
Sed neque turpis, gravida in erat nec, faucibus vulputate tellus					323	15	0	4845	<input type="checkbox"/>	<input type="checkbox"/>
Aliquam facilisis libero at accumsan pulvinar.					321	8	0	2568	<input type="checkbox"/>	<input type="checkbox"/>

Tab Products

In this tab you can include all the products needed to create the delivery note or invoice

Datos de la factura	Conceptos	Nuevos conceptos	Productos	Nuevos productos	Vencimientos	Nuevos vencimientos	Datos del registro	Carpeta	 Ayuda
Concepto					Unid.	Pr.Un. (€)	Dto. (%)	Total (€)	<div><div></div><div></div></div>
Cum sociis natoque penatibus et magnis dis parturient montes, nascetur					11	<div><div>70</div></div>	10	772.2	<div><div></div><div></div></div>
Sed eu eros. Nam consequat dolor vitae dolor. Donec [GUL884HJ25]					22	12	15	224.4	<div><div></div><div></div></div>
Donec feugiat metus sit amet ante. Vivamus non lorem [MMB483F002]					33	32	15	897.6	<div><div></div><div></div></div>
Etiam bibendum fermentum metus. Aenean sed [OOD196IU43]					44	29	25	957	<div><div></div><div></div></div>

Maturities tab

In this tab you can create different maturities for the bill.

Datos de la factura	Conceptos	Nuevos conceptos	Nuevos productos	Vencimientos	Nuevos vencimientos	Datos del registro	Carpetas	Ayuda
Fecha vencimiento		Porcentaje (%)	Importe (€)	Cobrado	Fecha cobro			
2015-02-25		50	310	<input type="checkbox"/> Cobrado	0000-00-00		<input type="checkbox"/>	
2015-03-24		50	310	<input type="checkbox"/> Cobrado	0000-00-00		<input type="checkbox"/>	

Registry Data Tab

For more information about the filter options listed in the [ayuda general](#).

Tab Folders

For more information on Folder Options [ayuda general](#).