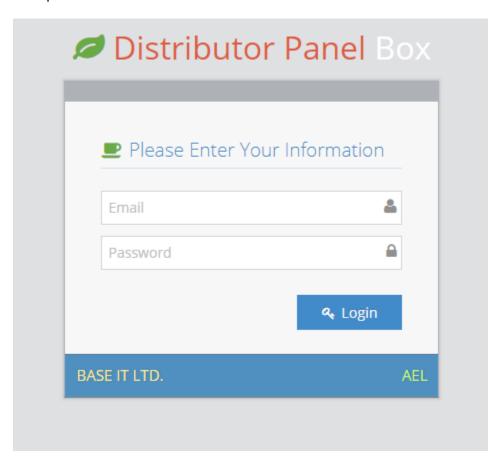
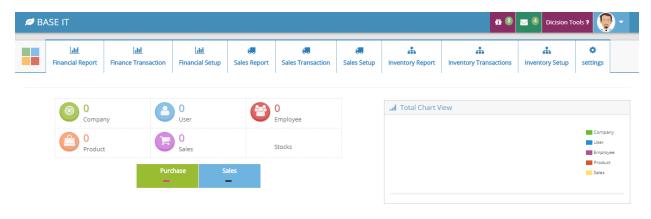
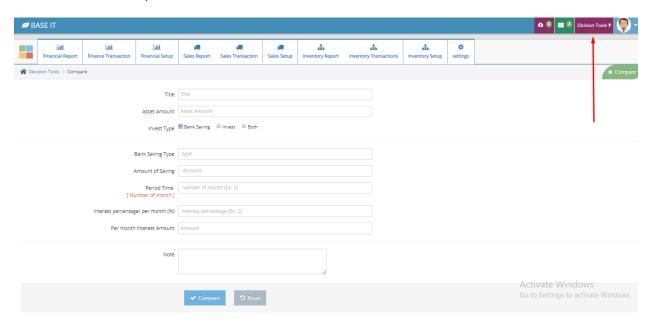
- 1. Go to software Url in your browser
- 02. Input valid User name and Password



Dashboard (there are 3 modules: purchase, sales, accounts) and each module has 3 section (setup,transaction,report)



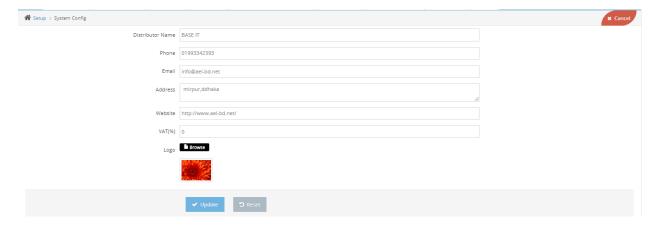
Make decision tools by click here



3. Menu -> Settings - > System Config

System config is distributor company information sus as company name, email, phone, address etc. which are show in report page on the top.

Fill the all required filed

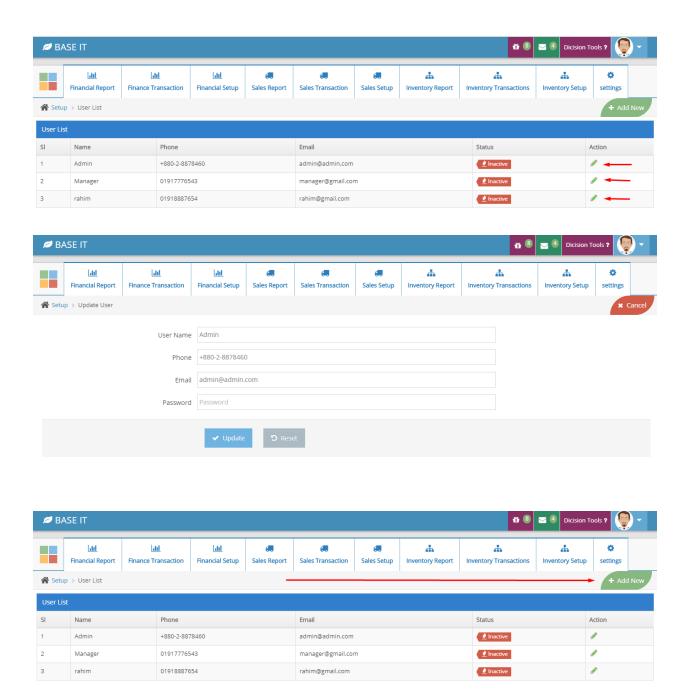


4. Create User

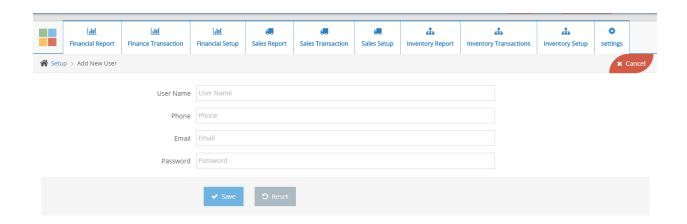
Menu - > settings -> user list

User means admin.who are use your software .you can create multiple user.after create user you can limitation user access.

You can edit by click the button (marked by red arrows)

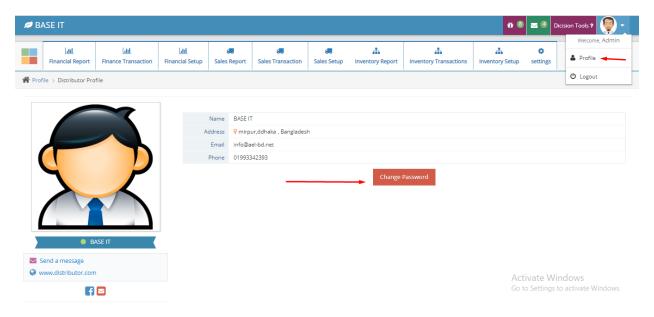


Fill the all required fields then save



User profile and change password

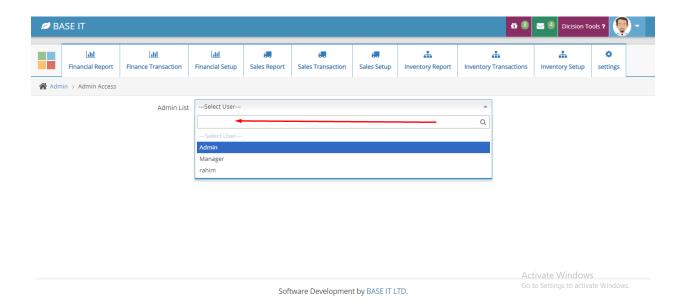
Current admin change their profile information and password.



5. user access

Menu -> settings -> user access

6. select the user for user access (you can search user from the box)



7. click the check boxes for access menu, then click the save button



Admin List Admin *



A

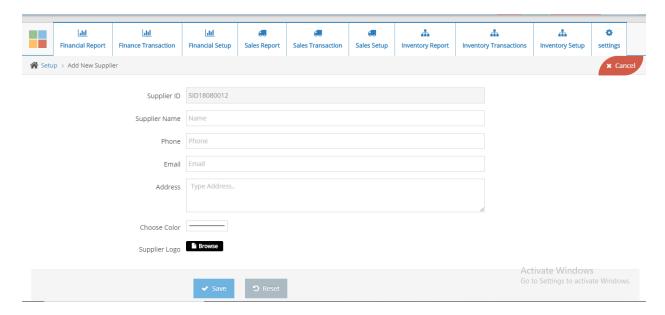
Inventory has three section(Setup,Transaction,Report)

In setup section you can setup inventory related setup such as supplier, Product, Product Unit, Brand etc.

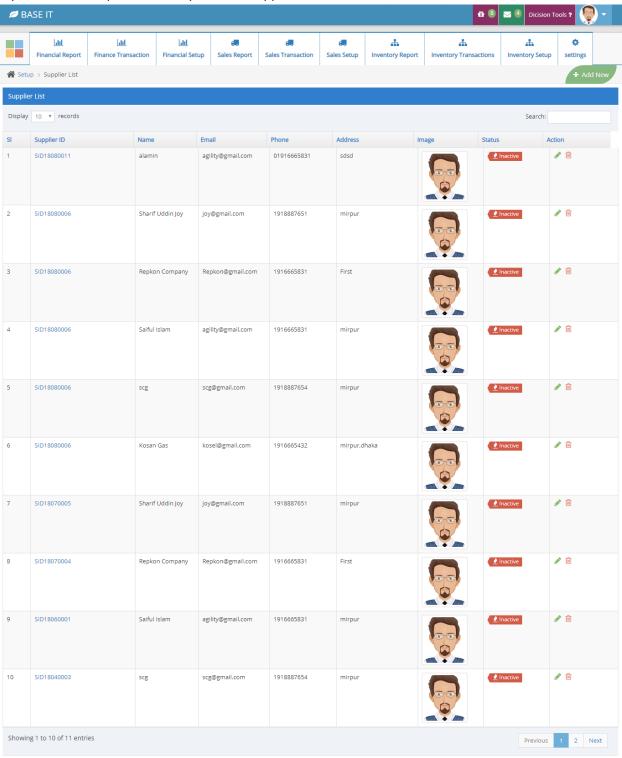
8. add supplier

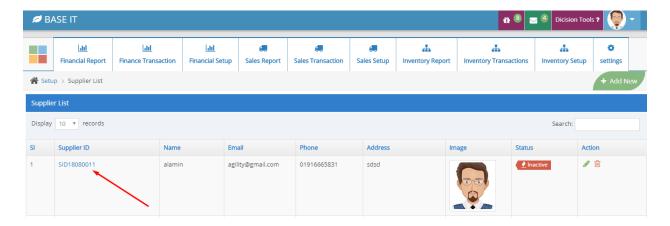
Menu -> inventory setup - > supplier list - > add new

Fill the all fields then save

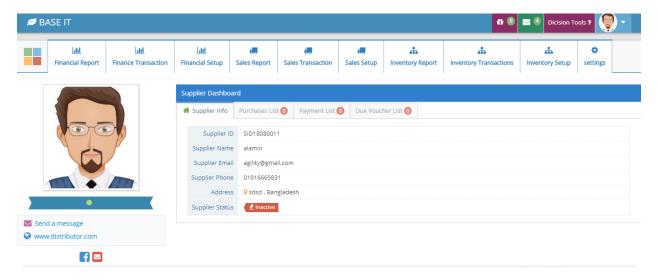


9.you can see the profile view by click the supplier id from the list, and edit, active, inactive, edit, delete.



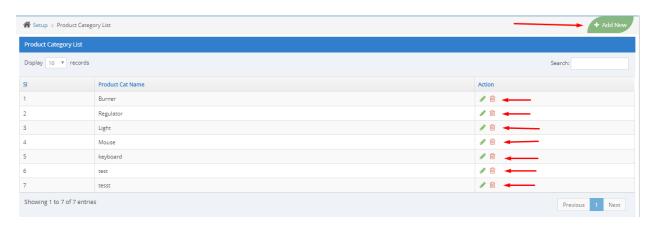


Supplier profile and purchase list, payment list, due voucher list. When click supplier id you can see supplier own dashboard.in this dashboard you can see supplier activities .such as supplier purchases history,payment history,due history,etch.



Menu -> inventory setup-> product category

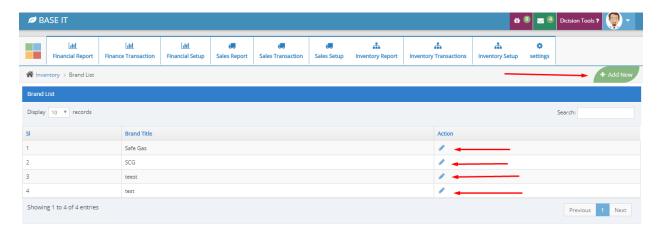
Add product category, new product create, edit, delete





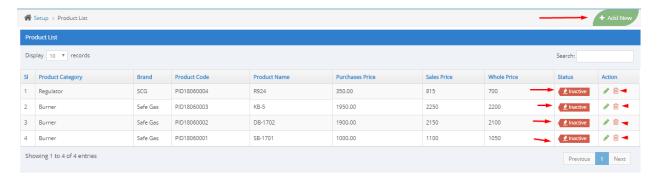
Menu -> inventory setup -> brand

Add new brand

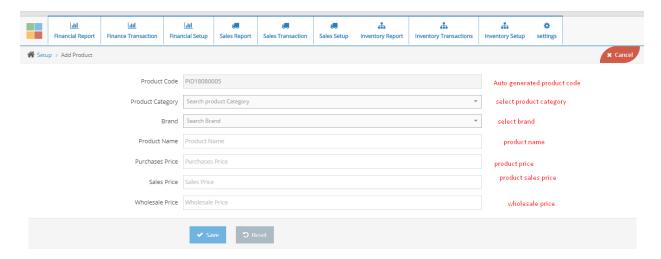


Menu -> inventory setup-> product list

Create new product, edit , delete, active , inactive.



Fill the all fields then save

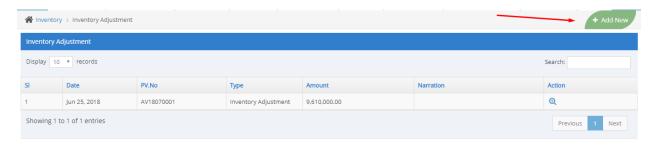


Opening inventory

First time, when you start use software you can need opening inventory add in this software.

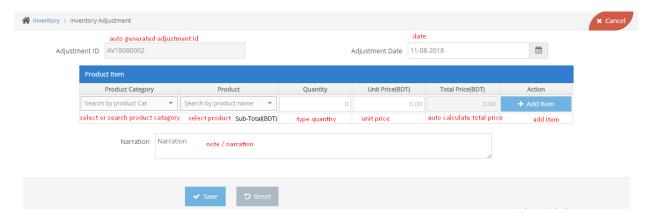
This module provide you adjust opening inventory.

Menu - > inventory setup -> opening inventory



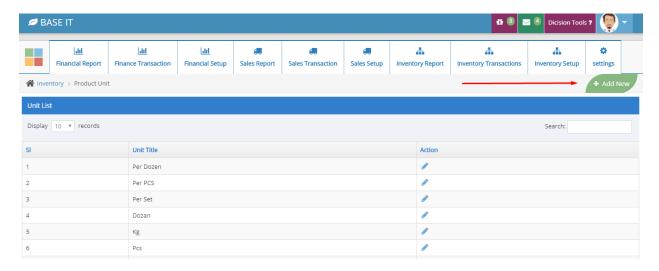
Click add new then add opening inventory

You can add more item by click add item.



Menu -> inventory setup -> unit

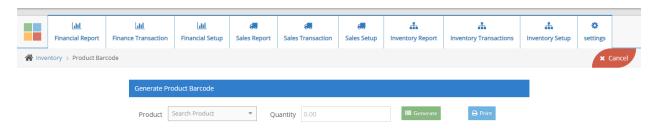
List of unit, Add unit, edit, delete



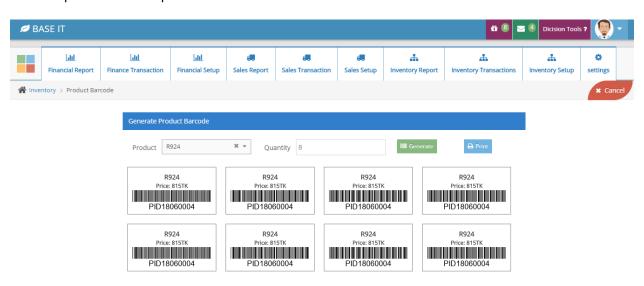
Product BarCode

Menu -> inventory setup - > Product Barcode

Select product and Quantity for barcode generate, then click generate button



Click the print button for print barcode



Input csv file for setup

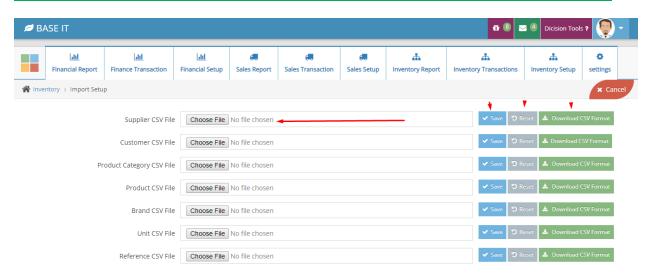
Menu -> inventory setup -> setup import

Step 1.Click download csv format button for download csv format

Step 2. Open the download file and fill it then save.

Step 3.Click **Choose file** button then click save. (youcan not upload multiple file at a time). If you feel you click wrong file then press reset button.

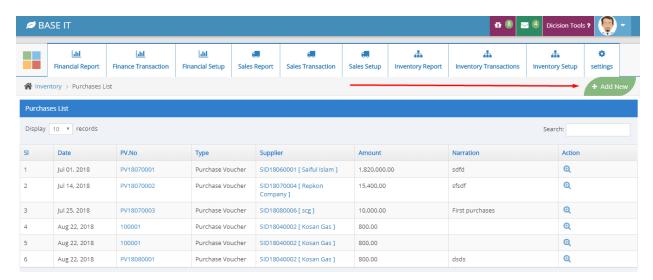
You can upload here supplier, customer, product category, product, brand, unit and reference file.



Create Purchase voucher

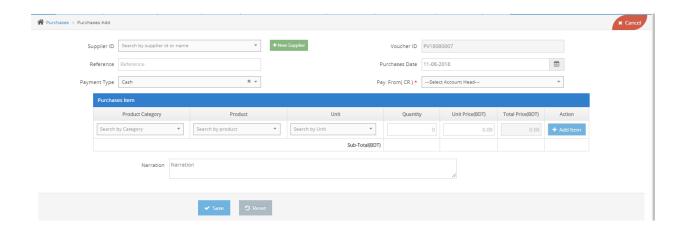
Menu->inventory transaction->purchase voucher (purchase list)

Click add new button for create new purchase voucher

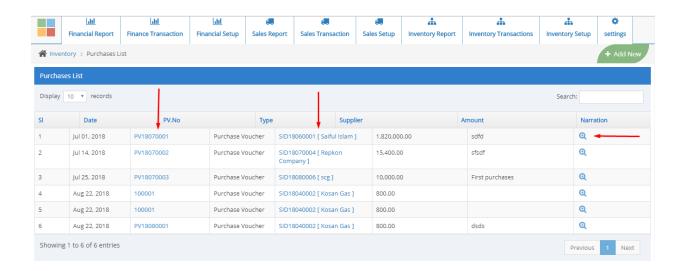


Step 1:

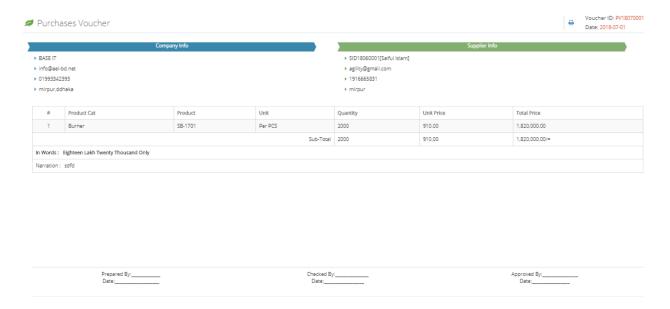
- Select supplier (you can add new supplier by click new supplier).
- Voucher id auto generate.
- Purchase reference type
- Select purchase date
- Purchase type (cash / credit)
- If you select purchase type cash then select pay from(cr)
- Purchase item: select product category, product, unit, quantity, unit price, total price, and add item (you can add more items)
- Add narration then save



If you want to see individual purchase list click invoice id or action button. You can also check supplier details by click supplier id (mark by red arrows).



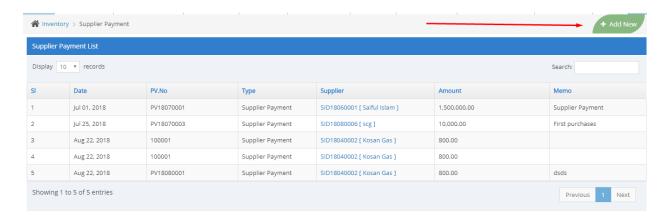
Individual purchase invoice



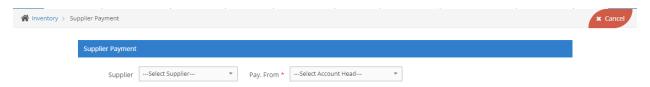
Supplier payment

Menu ->inventory transaction ->supplier payments

This is previous payment list: click add new for new payment

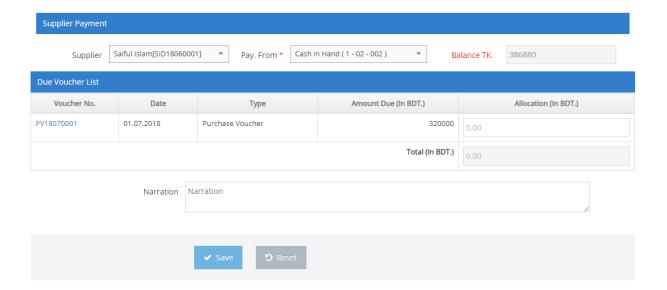


Select supplier and pay form



You can see Balance remaining in your account (like cash on hand, or others account). Due amount of this supplier.

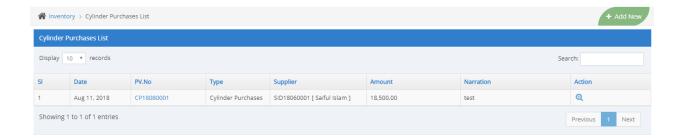
Paying amount input in allocation (in BDT) field. Then save.



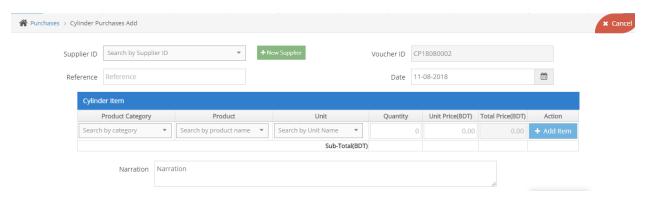
Cylinder Purchase

Menu->inventory transaction-> Cylinder Purchase

Click add new button for create Cylinder purchase voucher



Select supplier, add reference, date then add product, unit, quantity. (u can add more item)



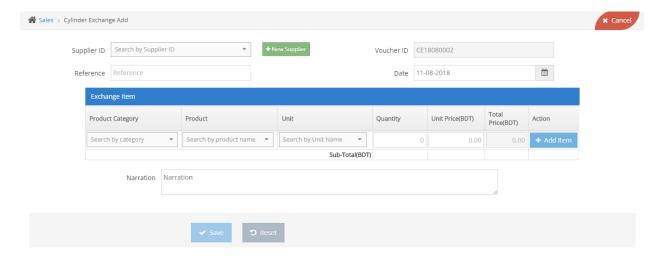
Cylinder Sale

Menu->inventory transaction-> Cylinder sale

Click add new button for create Cylinder salers voucher



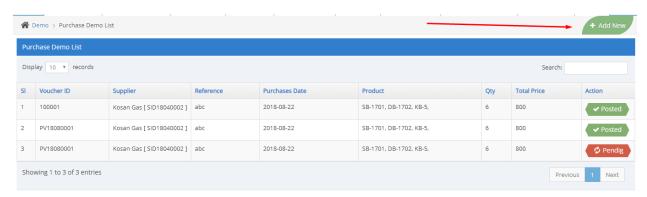
Fill the all fields



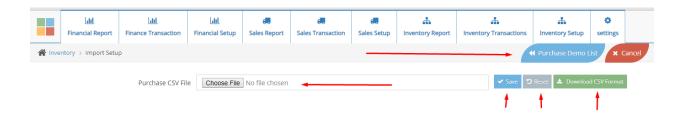
Purchase demo

Menu->inventory transaction->Purchase demo

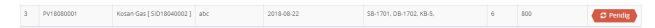
Your can upload csv format purchase file. It will be pending. When admin approve it Then it will confirm. You can see first previous pending and approved purchase demo. If you want to add new then click add new button.



Frist download the csv format. Fill the csv file then upload it.

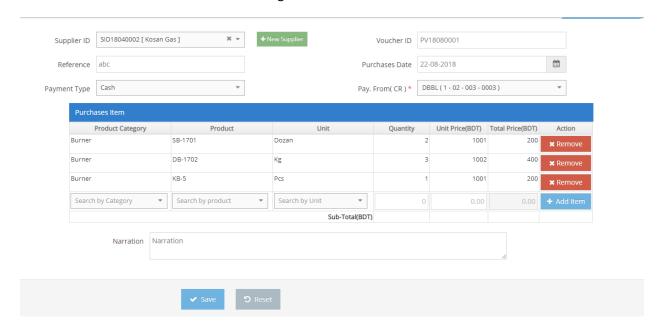


After upload the file you can see like this style of list



Click the pending button for preview.

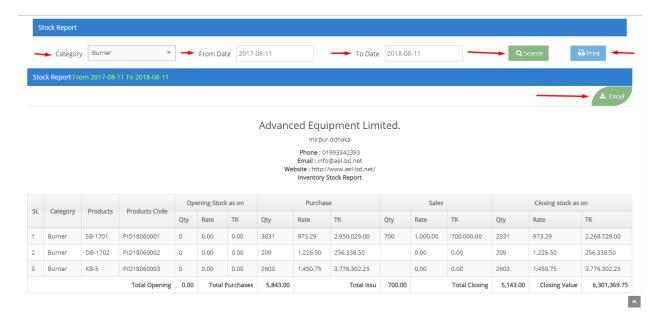
You can add item or remove item. Change all field.



Menu->Inventory Report->stock report

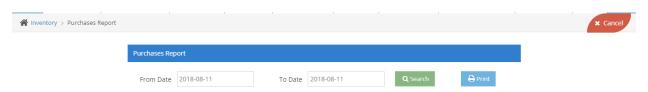


Select category, from date, to date then search button. You can print and download as excel format.

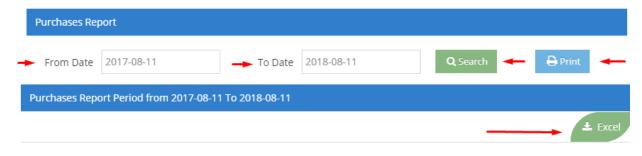


Purchase report

Menu->inventory report->purchase report



Select from date and to date then click search button. You can print it and download as excel format.



Advanced Equipment Limited.

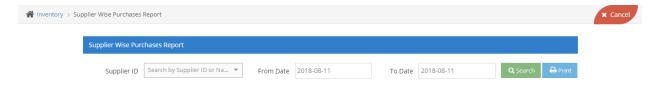
mirpur,ddhaka

Phone: 01993342393
Email: info@ael-bd.net
Website: http://www.ael-bd.net/
Purchases Report

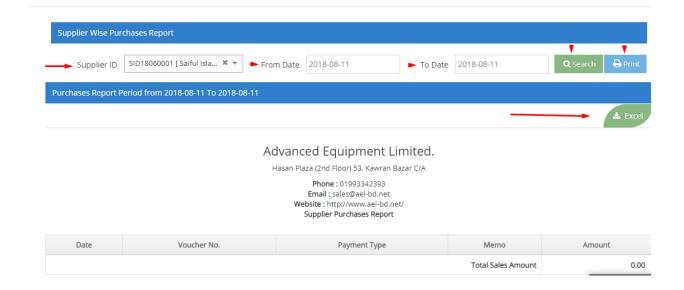
Date	Voucher No.	Payment Type	Supplier	Memo	Amount
Jul 01, 2018	PV18070001	Credit	SID18060001[Saiful Islam]		1,820,000.00
Jul 14, 2018	PV18070002	Credit	SID18070004[Repkon Company]		15,400.00
Jul 25, 2018	PV18070003	Credit	SID18080006[scg]		10,000.00
Total Purchases Amount					

Supplier Purchase report

Menu->inventory report->Supplier Purchase report



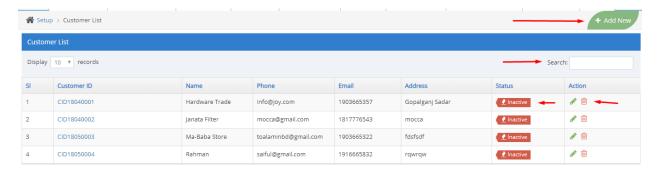
Select supplier, add from date and to date then click search button, you can print it and download it as excel format.



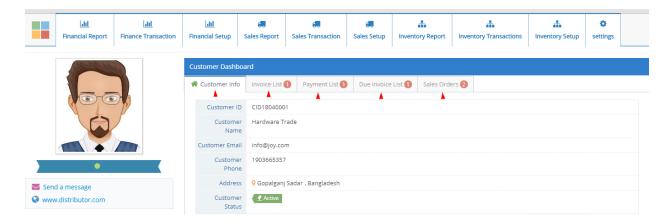
Customer list and add

Menu ->sales setup->customer list

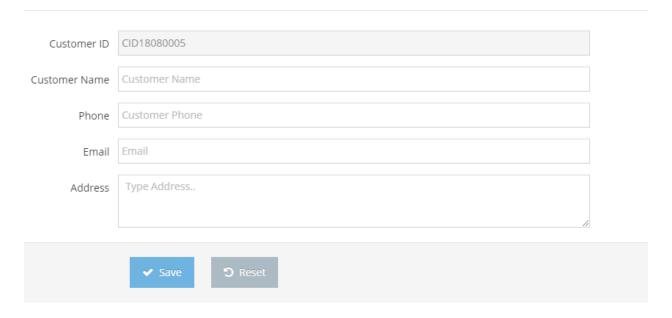
Click the add new button for and new customer. You can active deactivate customer. Edit and delete customer from the list. You can also check customer profile by click customer id.



Customer profile and details.

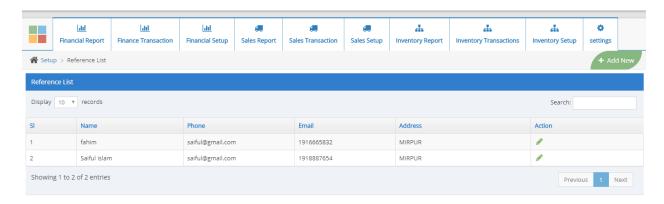


Add new customer.

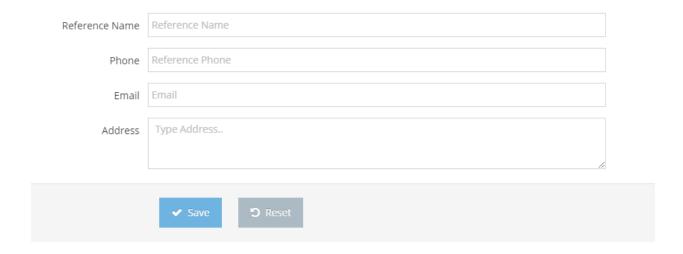


Menu ->sales setup->Reference

Reference list



Add new reference



Sales Import

Menu->sales setup->sales import

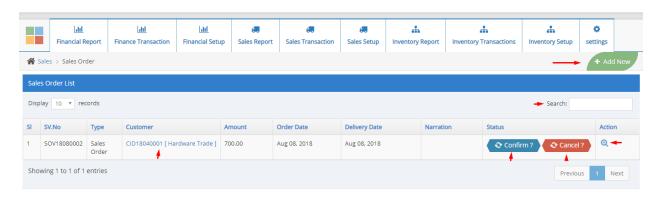
Sales order

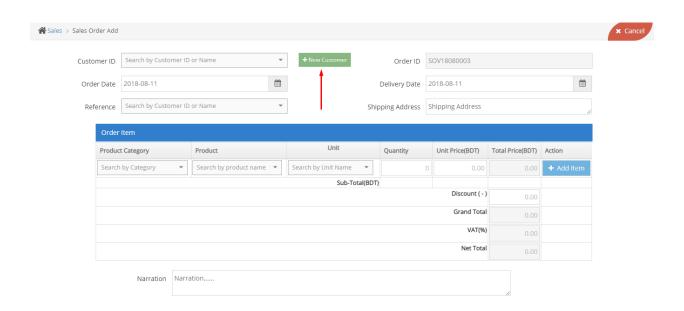
Menu->sales transaction->sales order

Sales order list here

You can check customer details by click customer id, confirm cancel. Cancel work as like delete.

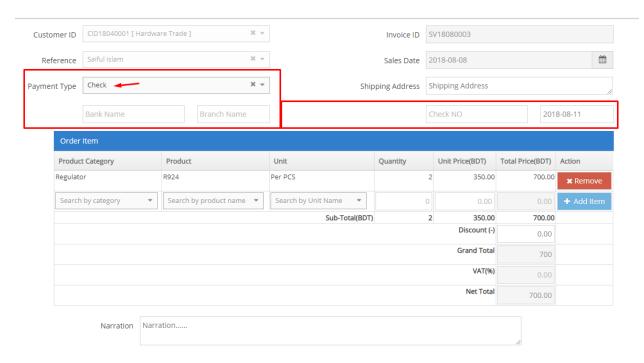
You can add new customer here. You can also add discount and vat here.



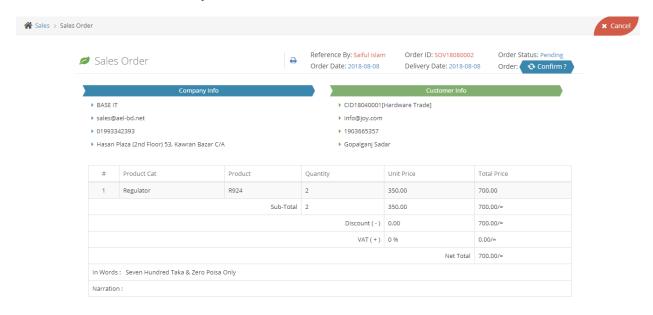


When click confirm button .you can see like this windows . you can add remove item from here You can not change customer id , invoice id, reference, shipping address.

If you select payment type of check, then you can see more field like bank name, branch name, check number, and date.

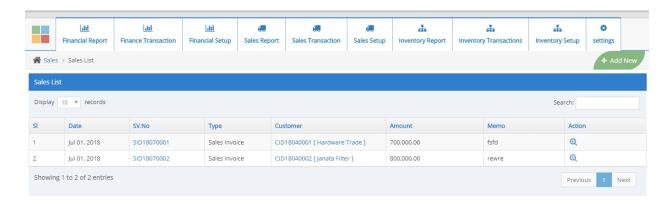


You can see details invoice by click action button from the list.



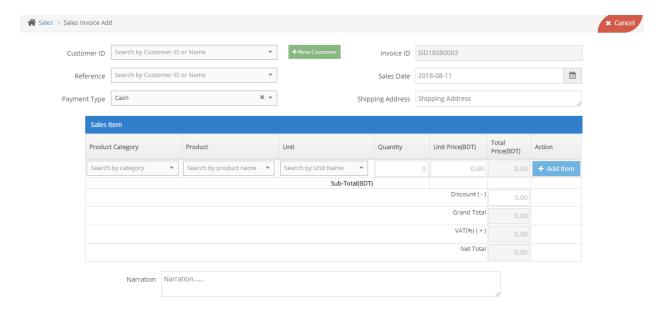
Sales Invoice

Menu->sales transaction->sales invoice



Add new sales.

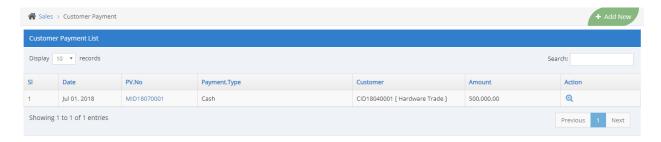
Fill the all field. You can add more item here, discount and vat option also here.



Customer Payment

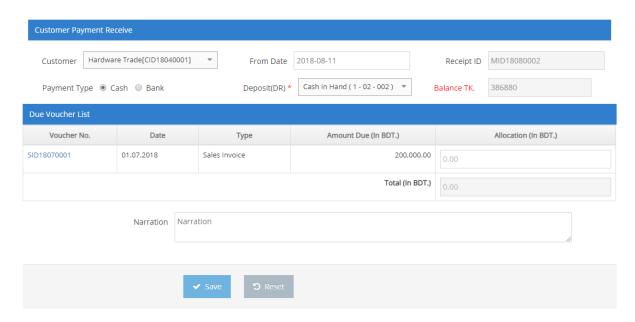
Menu->sales transaction->customer payment

Previous customer payments list. Click the add new button for new payments



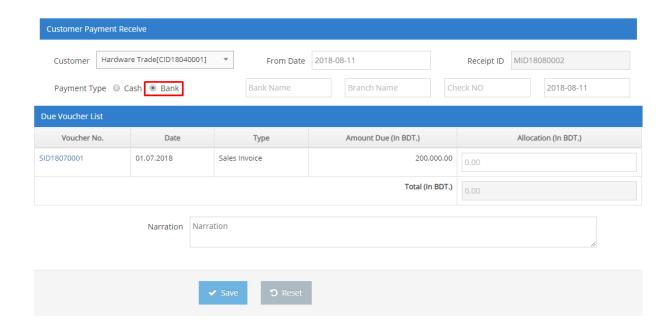
Payment by cash: select customer add date, receipt Id auto generated. Deposit from and remaining balance (its system response).

Amount due (this customer), and input pay amount (allocation) then submit



Payment by bank: select customer add date, receipt Id auto generated. Filled upBank name, branch name, check number and date field.

Amount due (this customer), and input pay amount (allocation) then submit



Pending check

Menu->sales transaction->Pending check

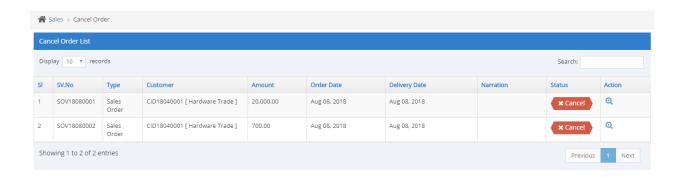
You can see pending check list here.



Cancel order list

Menu->sales transaction->Cancel order list

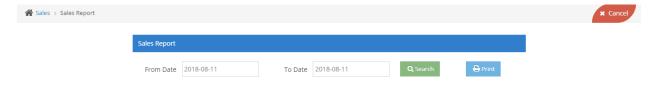
You can see Cancel order listhere.



Sales report

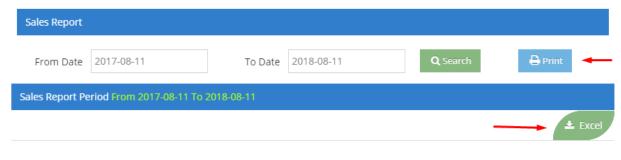
Menu ->sales report->sales report

Filled From date and to date then search



You can print out and download as excel format.

You can also check individual voucher details by click voucher id.



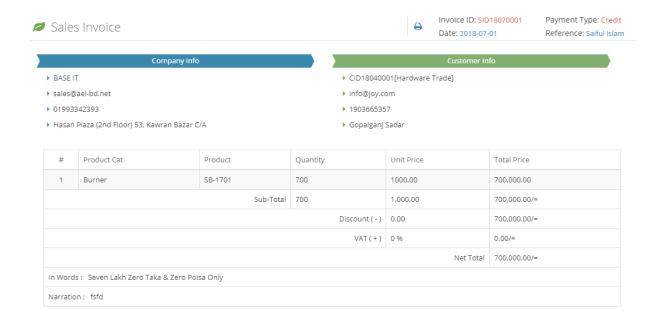
Advanced Equipment Limited.

Hasan Plaza (2nd Floor) 53, Kawran Bazar C/A

Phone: 01993342393
Email: sales@ael-bd.net
Website: http://www.ael-bd.net/
Sales Report

Date	Voucher No.	Payment Type	Customer	Memo	Amount
Jul 01, 2018	SID18070001	Credit	CID18040001[Hardware Trade]		700,000.00
Jul 01, 2018	SID18070002	Credit	CID18040002[Janata Filter]		800,000.00
	1,500,000.00				

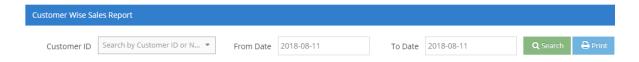
Individual voucher



Customer Sales report

Menu ->sales report->customer sales report

Select customer and filled up from and to date then click search



You can print out and download as excel format.

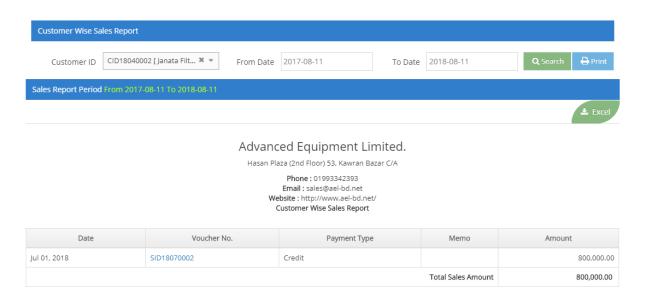
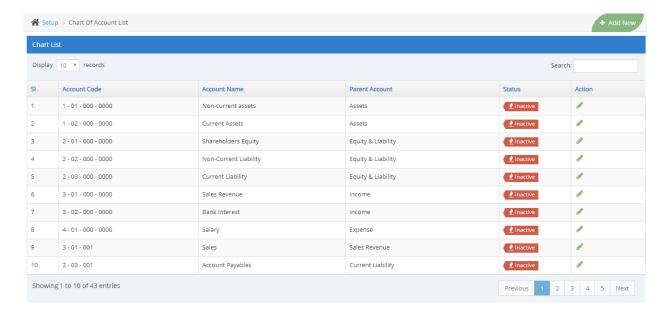


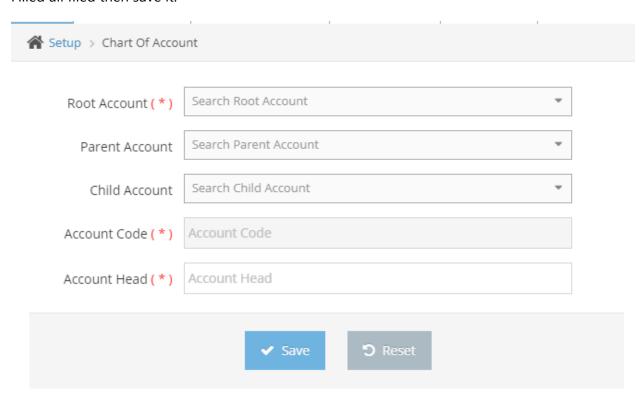
Chart of accounts

Menu->financial setup->chat of account

List of chat of accounts. Active inactive and edit option available. If you want more chat of account then click add new button.

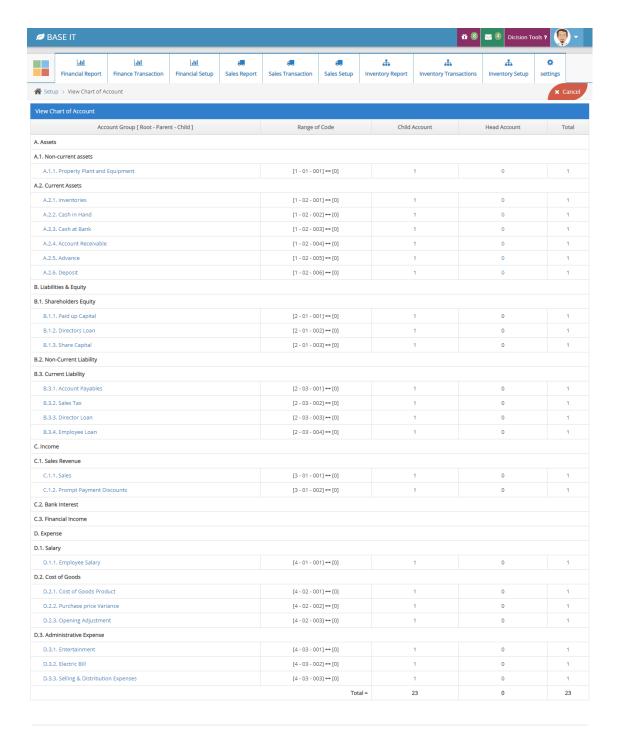


Filled all filed then save it.



View chat of accounts

Menu->financial setup->View chat of account



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Opening Balance

Menu->financial setup->Opening balance

Filled up necessary field then save it



Supplier Opening Balance

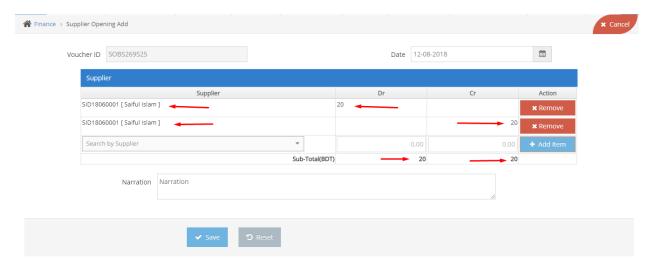
Menu->financial setup->supplier Opening

Supplier opening Debit Credit balance list

Click the add new button for new supplier balance



Voucher id auto generated, select date (default showing todays date). Select a supplier and add debit balance, then create same supplier for credit balance then save.



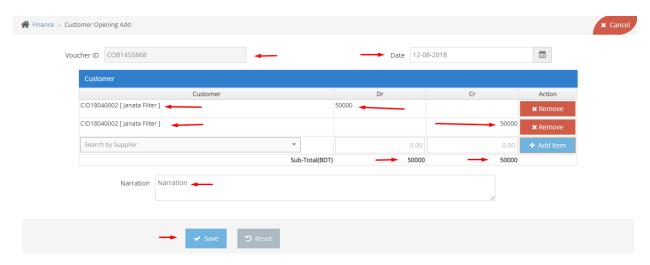
CustomerOpening Balance

Menu->financial setup->Customer Opening

Customer opening Debit Credit balance list



Voucher id auto generated, select date (default showing todays date). Select a customer and add debit balance, then create same customer for credit balance then save.

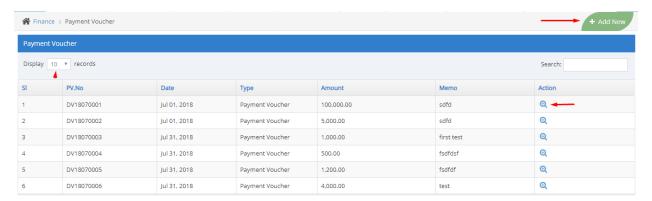


Payment voucher

Menu->financial transaction->Payment voucher

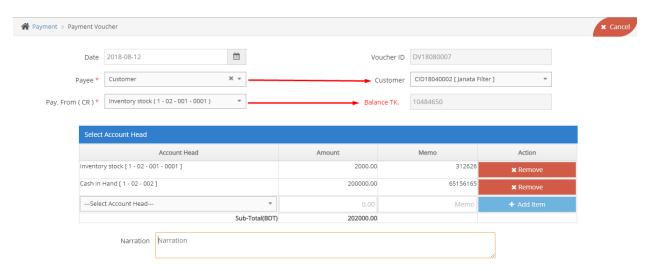
Payment voucher list. By default showing 10 item in list you can change it. Click action button for details view

Click Add new button for create new payment voucher.



Select data, voucher id auto generated.

Select payee, select pay from, select account head, amount then add item. (you can choose more item.) then save.



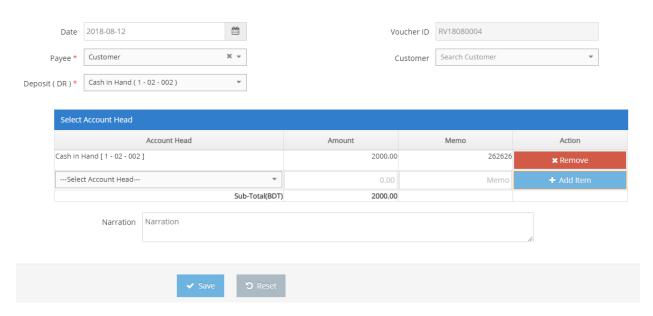
Receive voucher

Menu->financial transaction->Receive voucher

List of receive voucher, click add new button for create new receive voucher



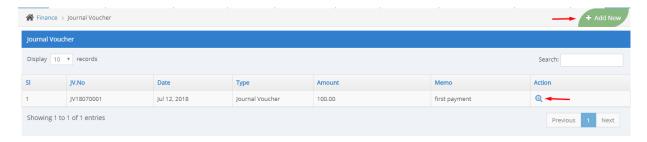
Select all necessary field then save it.



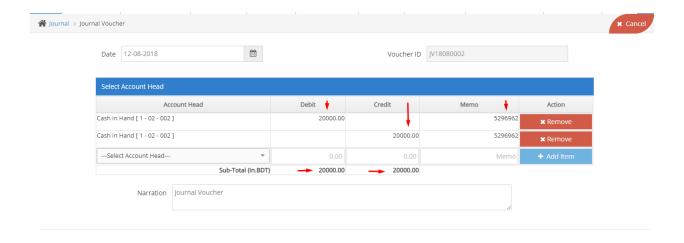
Journal voucher

Menu->financial transaction->Journal voucher

List of Journal voucher, click add new button for create new journal voucher

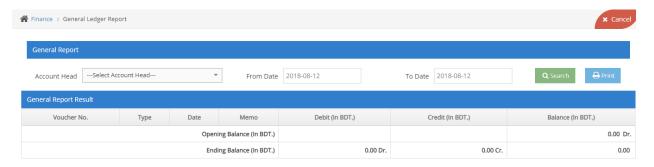


Select account head and give debit balance then add item, select same account head and give credit balance then add item. You can add more items. Then save it.

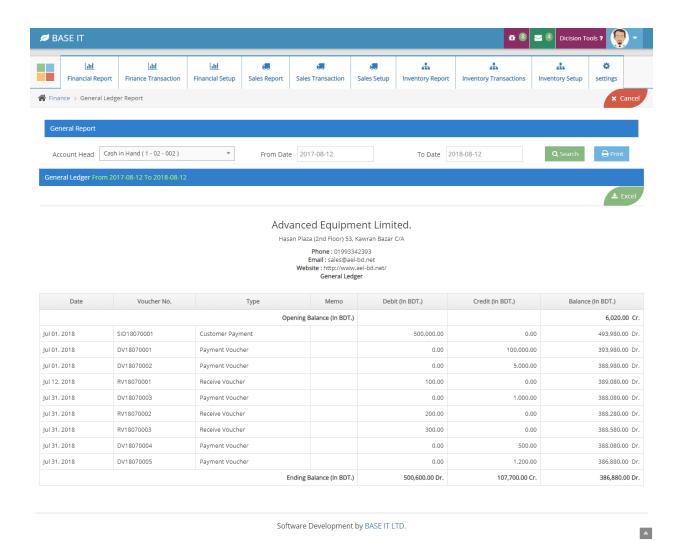


General ledger

Menu->financial report->general ledger



Select account head, from date, to date then click search button. You can printed out and download as excel format.

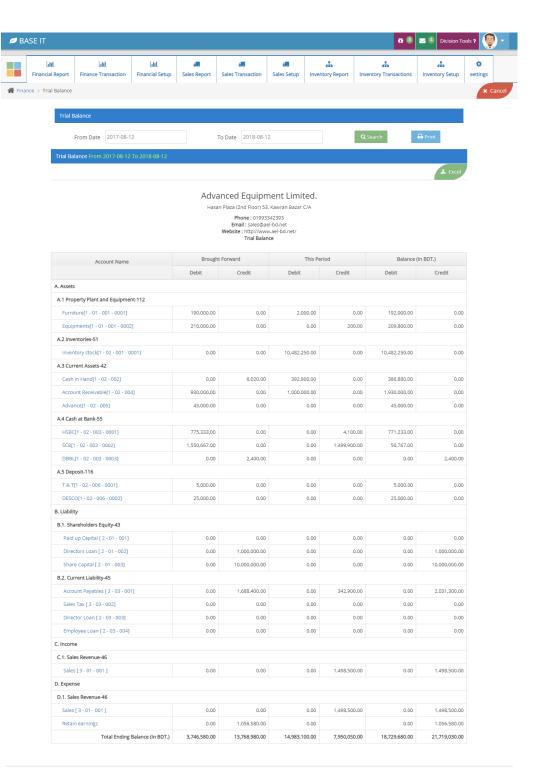


Trail Balance

Menu->financial report->trialBalance



Select from date, to date then click search button. You can printed out and download as excel format.



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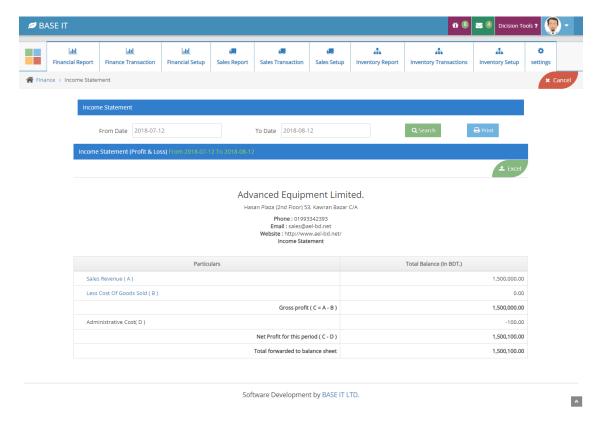
Balance sheet



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Menu->financial report->income statement

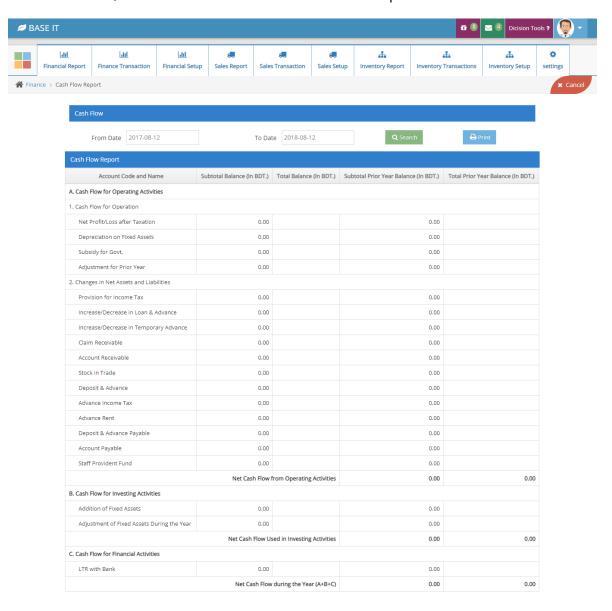
Select from date, to date then click search button. You can printed out and download as excel format.



Cash flow

Menu->financial report->Cash flow

Select from date, to date then click search button. You can printed out .

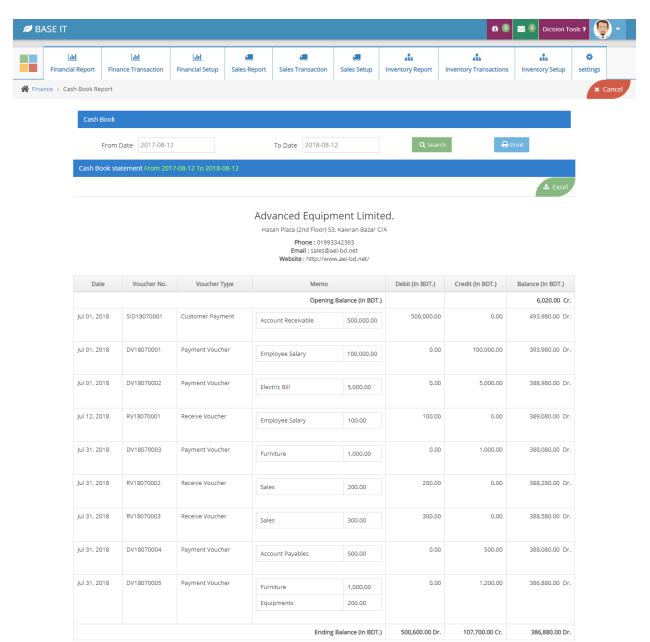


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Cash Book

Menu->financial report->Cash book

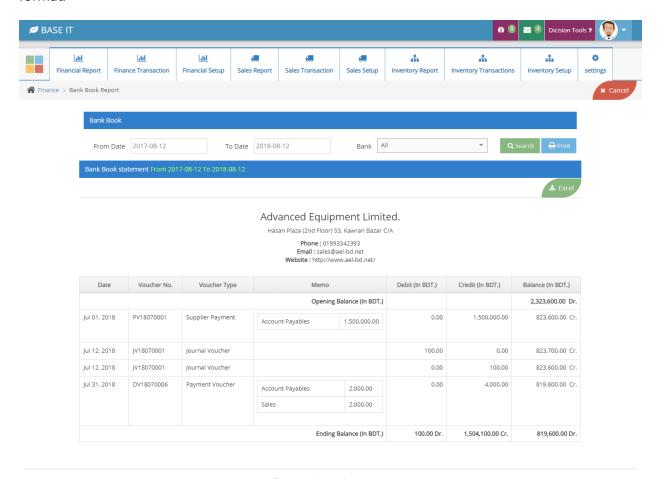


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Bank Book

Menu->financial report->Bank book

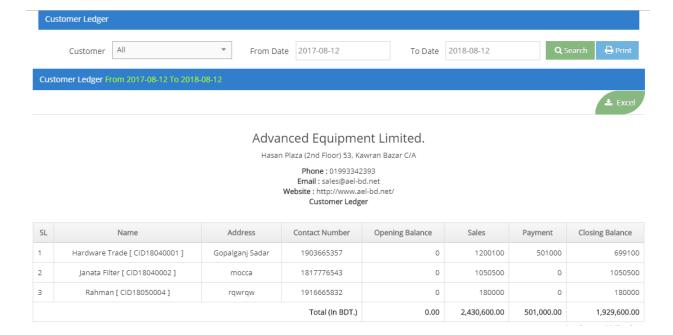


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Customer ledger

Menu->financial report->customer ledger



Supplier ledger

Menu->financial report->supplier ledger



Advanced Equipment Limited.

Hasan Plaza (2nd Floor) 53, Kawran Bazar C/A

Phone: 01993342393 Email: sales@ael-bd.net Website: http://www.ael-bd.net/ Supplier Ledger

SL	Name	Address	Contact Number	Opening Balance	Purchases	Payment	Closing Balance
1	Saiful Islam [SID18060001]	mirpur	1916665831	0	3020000	1504000	1516000
2	Repkon Company [SID18070004]	First	1916665831	0	15410	520	14890
3	Kosan Gas [SID18080006]	mirpur,dhaka	1916665432	0	500000	0	500000
Total (In BDT.) 0.00 3,545,410.00 1,514,520.00							2,030,890.00