

REVIEW GENERAL JOURNAL (ADJUSTMENTS)

Listed in the *Figure 1* are the Inventory Adjustments Invoices from the **Adjustments Module**. These Items are to be reviewed and posted in Accounting.

Figure 1

Review General Journal (Adjustments)

Adjustment Code	Adjustment Type	Date Adjusted	Remarks	Department
ADJ-20181017-1	OUT	10/17/2018	Defect Ribbon for the Pos Printer	Admin

Showing 1 to 1 of 1 entries

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Clicking the **+ Button** will open the transaction. The Review Journal Tab (*Figure 2*) shows the Debit and Credit Entries and the Amounts. The Transaction Tab (*Figure 3*) shows the details of the Original Transaction.

Figure 2

Review Journal Transaction

General Journal

* Txn # : TXN-MMDDYYYY-XXX

* Date : 10/17/2018

* Supplier : JAMM Fire Extinguisher Enterprise

* Branch : Admin

Journal Entries

Account	Memo	Dr	Cr	Action
Expenses		600.00	0.00	<input type="checkbox"/> <input type="checkbox"/>
Office Materials		0.00	600.00	<input type="checkbox"/> <input type="checkbox"/>
Total		600.00	600.00	

Remarks : Defect Ribbon for the POS Printer

Adjust the details to your preference then click **Finalize and Post this Journal Button** to post the Transaction to Accounting. If you do not want to post the transaction to accounting, click the **Close Button** leaving a note in the form input field on its left.

Figure 3

Adjustment Code	Adjustment Type	Date Adjusted	Remarks	Department
ADJ-20181017-1	OUT	10/17/2018	Defect Ribbon for the Pos Printer	Admin

Review Journal

Transaction

Adjustment

</> Adjustment Code : ADJ-20181017-1
 Adjustment Date : 10/17/2018
 Remarks : Defect Ribbon for the Pos Printer

Posted by : System Administrator
 Date : 2018-10-17 14:46:15

Item	Qty	UM	Net Vat	Tax	Total
Computer Ribbon RED	5.00	Piece	600.00	0.00	120.00
Discount 1:					0.00
Total Before Tax:					600.00
Tax Amount:					0.00
Total After Tax:					600.00

Adjustments Flowchart

