Mosoftware Systems

CHAMA

Securing your investments

We hold these truths to be self-evident, that all men are created equal, that they are endowed by their creator with certain unalienable rights that among these are life, liberty and the pursuit of happiness

Within each Individual lies the desire to save, invest, safeguard and enjoy their savings at any moment without human or technological limitation
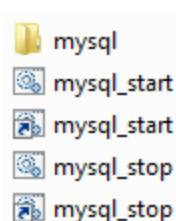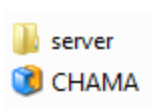
When great minds interact, engage and share investment ideas, some call it table banking, others investment groups but we call it CHAMA

These are three statements that best describe what Mosoftware Systems – CHAMA stands for: safety, security, efficiency, cost effectiveness, investments, wealth creation and maximization of shareholders wealth.

After installing CHAMA navigate to the drive where it was installed to access the **chama** folder

Open the **chama** folder and go to **server** folder

Double click to open mysql_start file as below

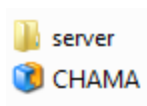This will open a black window as below. Click to minimize this window

```
C:\Windows\system32\cmd.exe
*******************************************************************************
Mosoftware Systems CHAMA Database Engine
.
*******************************************************************************
Please dont close Window while MySQL is running
MySQL is trying to start
Please wait   ...
MySQL is starting with mysql\bin\my.cnf (console)
161223 17:59:08  InnoDB: Started; log sequence number 0 43655
161223 17:59:08 [Note] mysql\bin\mysqld: ready for connections.
```

Go back to the **chama** folder and open CHAMA file as shown below

This will launch the CHAMA application window as below

Log in with your username and password

(If it's for the first time, use username admin and the allocated password to log in)

To access the system, enter your username and password

Username: amutiso

Password: ●●●●

Login

Home | Chama | Inventory | Finance | Users | Logout
Welcome Alex Mutiso, You have successfully logged into Mosoftware Chama System.

You have the following access on this system: , Admin Access

Name	Mr Alex Mutiso
National ID No	0
Username	amutiso
Phone	254722******

Once logged in, here is the system view

2016 submit

Would you like to logout now?

Chama – enables management of various income channels of the organisation

Inventory – enables acquiring and distribution of property within the members of the organisation

Finance – enables management of all financial transactions within the organisation

Users – enables management of members and their system access within the organisation

Logout – enables logged in users to safely exit the CHAMA system

Click submit to download your financial statement for the specified year

USERS Module

Menu is only accessible by users with system admin access only

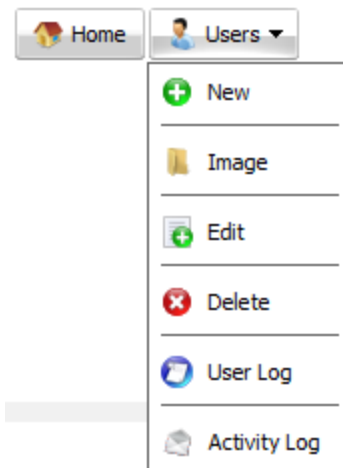New – enables adding new members in the system

Image – enables adding of member`s passport image into the system

Edit – enables edit of member details including managing system access

Delete – enables deleting of members from the system

User Log – enables downloading a list of all the users within the system

Activity Logs - enables downloading a list of all the user activity within the system

New user interface

Grant system access to members, by filling in all the fields

National ID No*	00000000	
Member`s Name*	Mr ▼	Alex Mutiso
Telephone No.*	254722******	
Postal Address*	04788 00900 Nairobi	
Physical Address*	Umoja Innercore	
Email Address*	amutiso@email.com	
Verify Email Address*	amutiso@email.com	
Monthly Contribution(Ksh)*	2500	
Max Loan Amount(Ksh)*	200000	
Username*	amutiso	
Password*	••••	
Repeat Password*	••••	
	Submit Request	

Enter all the required details in the fields provided

Once done click Submit Request

CHAMA user`s search engine

The system supports two rapid types of searching of user by either

Username (should be typed in full)

| Home | Users ▾ |

◉ Username   ○ Name

```
amutiso|
```

| Submit | Reset |

Or Name (use % to display all users) and click on the desired username

| Home | Users ▾ |

○ Username   ◉ Name

```
%
```

| Submit | Reset |

| Home | Users ▾ |

admin System Admin
lmaitha Lukas Maitha
amutiso Alex Mutiso

This enables faster retrieval of user details from the system

User Image interface

| Home | Users ▾ |
Upload passport image of Alex Mutiso

| | Browse... | click to insert the Employee`s photo |

| Upload Photo | Clear Form |

| Home | Users ▾ |
Upload passport image of Alex Mutiso

| J:\Passport\1.jpg | Browse... | click to insert the Employee`s photo |

| Upload Photo | Clear Form |

Supports jpeg passport images of less than 100kb in size

Edit user interface

National ID No*	00000000	
Member`s Name*	Mr ▼ Alex Mutiso	
Membership Status*	Active ▼	
Telephone No.*	254722******	
Postal Address*	04788 00900 Nairobi	
Physical Address*	Umoja Innercore	
Email Address*	amutiso@email.com	
Monthly Contribution(Ksh)*	2500.00	
Max Loan Amount(Ksh)*	200000.00	
User Verified	☑	
Administrator	☑	Reset Password
Inventory	☐	
Accontant	☐	
	Submit Request	

To revoke access, just click to remove the tick and submit request

Delete user interface

Username	amutiso	
National ID No	0	
Member`s Name	Mr Alex Mutiso	
Membership Status	Active	
Telephone No.*	254722******	
Email Address	amutiso@email.com	
User Verified	☑	
Administrator	☑	
Inventory	☐	
Accontant	☐	
	Delete User	

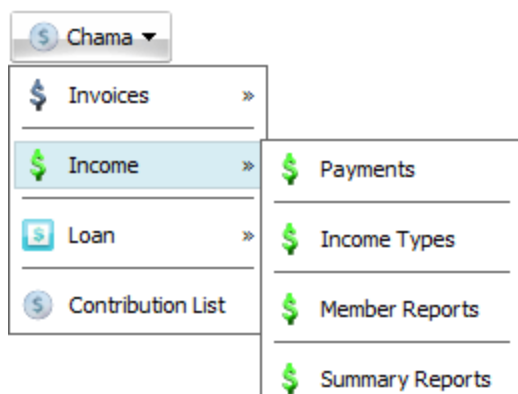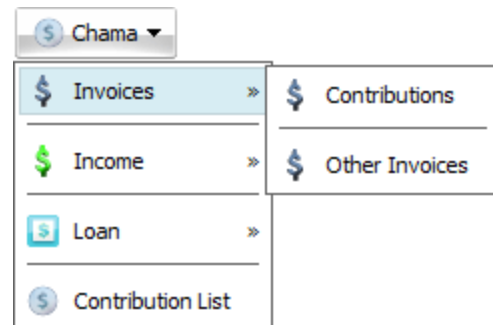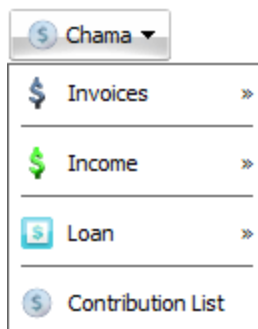**Chama Module**

Divided into four sections

Invoices, Income, Loan, Contribution List

1) Invoices

Enables creating of invoices for payments are made to

Each active member gets 12 contribution invoices each year

Other invoices are generated for each desired month

2) Income

Enables management of income from members

Payments enable collecting funds against set invoices

Other income types may be defined and their invoices given

Also set income amount and due date for collecting funds

Use members report for individual annual payments report

Get all annual income reports from summary reports

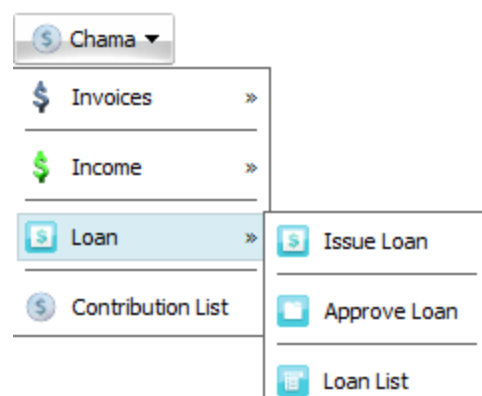Sms is sent to members once money is received from them

3) Loan

Enables issue of loan to members

One cannot approve loan issued to them or one they have issued

Loan may be issued or approved by those with accountants access

Once approved the loan is due from the following month

Use loan list to download loan statements and view loan details

Activity Logs interface

Activity Logs view

Select the start date, end date and Status. Click on Submit to search. Click Reset to cancel

Start Date [   ]   [   ] **End Date**

Submit   Reset

Use start date and end date to specify the duration you would like to view the activities in the system

Inventory Module

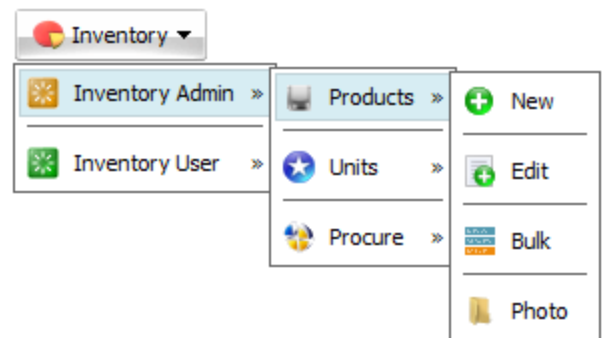Divided into inventory admin and inventory user

Inventory admin has products, units and procure

1) Products

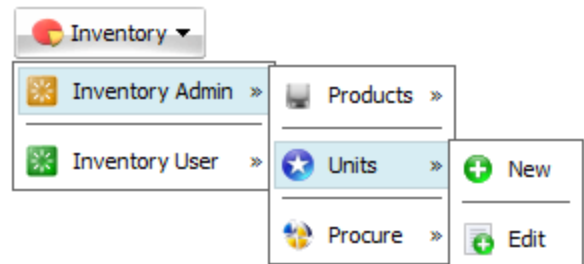Enables new entry, editing, bulk entry and upload of products

Purchase transaction is created once a product quantity is given

Also captures any new purchases by the organisation

2) Units

Enables entry or edit of units of measurements of products

3) Procure

Enables process of procuring new products from
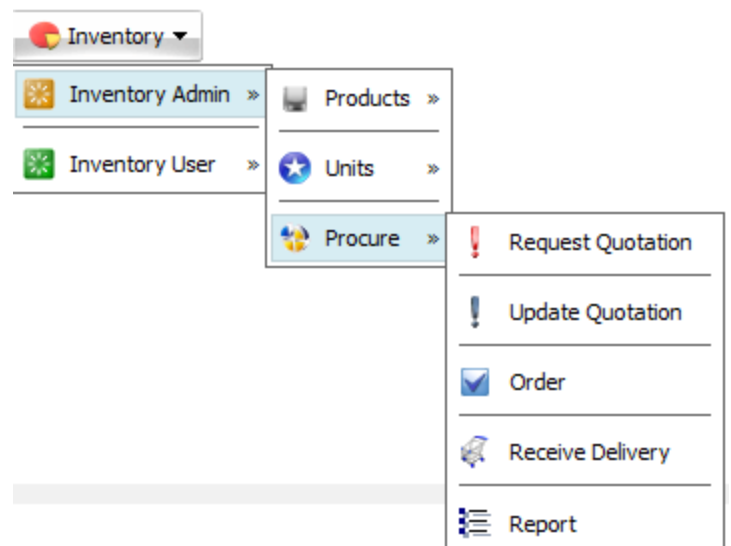
Prequalified suppliers

Supports either approval or cancellation of the

Process between quotations and orders

Support for sms delivery at each stage

Suppliers are prequalified from the finance module

Approved orders generate an LPO number
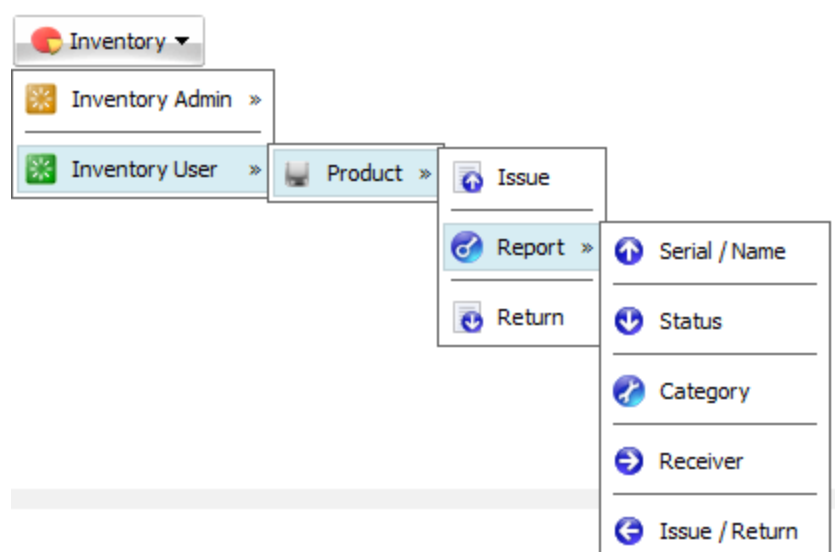
Inventory User has three areas

1) Issue

Enables issue of products to active members

2) Return

Enables retrieval of products from members

3) Reports

Comprehensive reports based on diverse search parameters

Finance Module

Enables management of all financial transaction

Financial admin has four sections

1) Suppliers

Enables new entry, edit and view of suppliers

2) Manage Assets

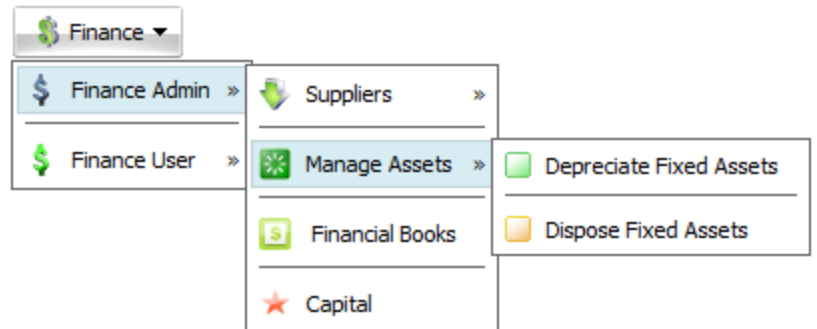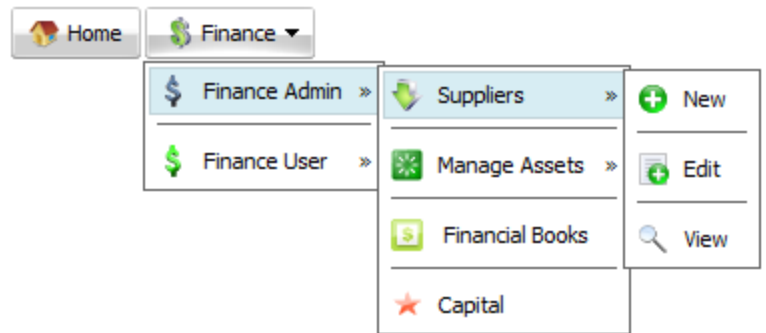Supports depreciation or disposal of assets

3) Financial Books

Has Income statement, Trial balance and

Balance sheet

4) Capital

Enables injecting initial capital into the organisation

Finance user has four sections

1) Pay Invoice

Enables payment of supplier invoices after delivery of products

2) Manage Loan

Enables acquisition and payment of loan and interest from banks

3) Move cash

Enables deposit into or withdrawal of funds from banks

4) Financial Statement

Enables download of all financial transactions within a specified period