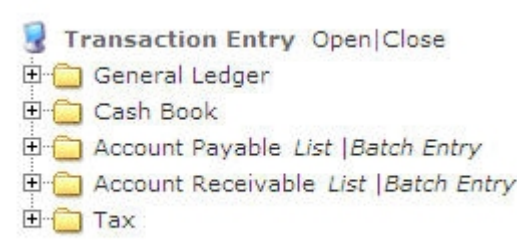


Accounting - Transaction Tables

Under **Accounting -> Transaction Entry**



Accounting transaction entry will sort out the type of transaction and it grouped into 5 categories.

1. General Ledger



Under this categories there are:

a. General Ledger

General ledger transactions are using Double Entry Concept. By using Double Entry Concept, users have to key in two entries for one transaction i.e. one entry on debit side and the other entry on credit side. User may key in multiple entries via general ledger. Multiple entries mean a transaction that have more than one debit entries or credit entries. Users need to insert at least two account and make sure it was balance at both credit and debit side. But users have to make sure that, all the account that they need already add in at Chart of Account.

b. Budget

For Budget is to estimate the financial allocation to different part either by Account, Debtor, Creditor or Salesman.

- Account -> to estimate base on the individual account
- Debtor -> to estimate on the monthly buying power of each debtor
- Creditor -> to estimate on the monthly purchase amount of each creditor
- Salesman -> to estimate on the monthly sales target of each salesman

More explanation on budget click this [link](#).

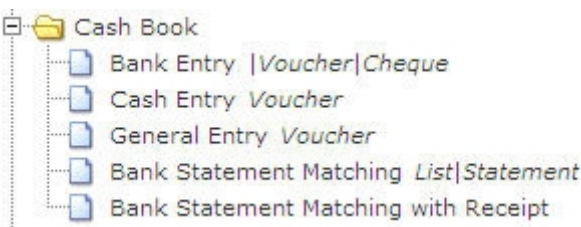
c. Currency Realization

For Currency Realization is to reflect actual financial status of the company and to generate journal for the currency rounding for those outstanding bill by certain period.

More explanation on currency realization click this [link](#).

2. Cash Book

In any accounting system, user will always sort out the type of transactions they're doing. In XeerSoft accounting system transactions or entries are grouped into 5 categories.



a. Bank Entry

Use to key in **bank transactions** in one **single entry** that is either one debit entry or one credit entry. User may key in multiple entries via general ledger. Multiple entries mean a transaction that have more than one debit entries or credit entries.

b. Cash Entry

Use to key in **cash transactions** in one **single entry** that is either one debit entry or one credit entry. User may key in multiple entries via general ledge. Multiple entries mean a transaction that have more than one debit entries or credit entries.

c. General Entry

General Entry for quick entry. It will not required double entry here. So users do **not** need to do double entry in this part.

d. Bank Statement Matching

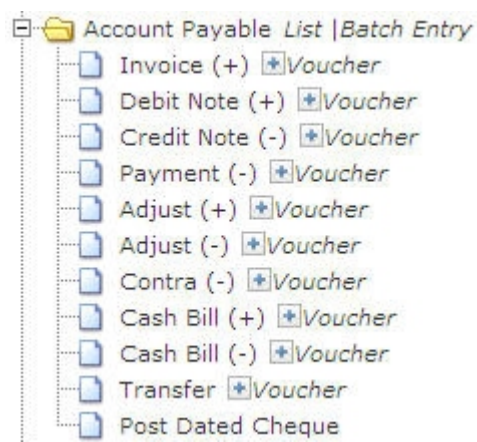
This page will prompt user to select a bank account from the Account list with the available bank accounts. Users can compare the record with their actual bank statement and write it off after matched. In this page also will show the breakdown by detail for every transaction to match. It will show one by one cheque no. but will not show the receipt no.

e. Bank Statement Matching With Receipt

This page will prompt user to select a bank account from the Account list with the available bank accounts. Users can compare the record with their actual bank statement and write it off after matched. The different of this page with Bank Statement Matching is this page can see the receipt no. upon doing matching. There is scenario that one receipt will have more than one cheque bind as well. So user may have more visibility upon this function usage.

3. Account Payable

Process all creditors transactions.



AP Invoice

AP Debit Note

AP Credit Note

AP Payment

AP Adjust (+)

AP Adjust (-)

AP Contra

AP Cash Bill (+)

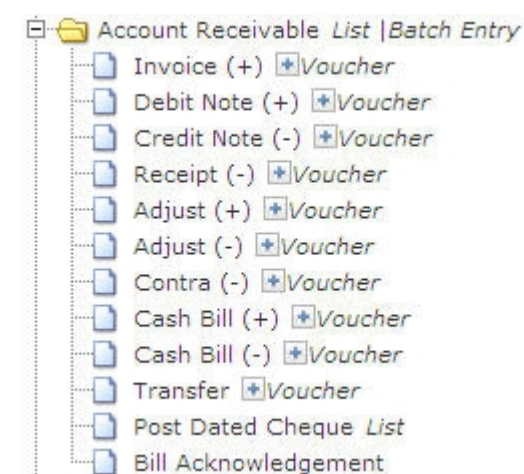
AP Cash Bill (-)

AP Transfer

AP Post Dated Cheque

4. Account Receivable

Process all debtors transactions.



AR Invoice

AR Debit Note

AR Credit Note

AR Receipt

AR Adjust (+)

AR Adjust (-)

AR Contra

AR Cash Bill (+)

AR Cash Bill (-)

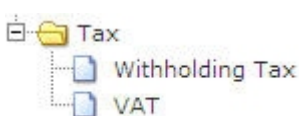
AR Transfer

AR Post Dated Cheque

AR Bill Acknowledgement

5. Tax

Process all tax transactions.



Currently XeerSoft system can handle 2 type of tax:

- With holding tax (Wht) -> is the supplier hold the tax on behalf on the customer
- Value added tax (Vat) -> is the tax to end user

More explanation on tax click this [link](#).

Related Tables

General Ledger and Cash Book (Cash Entry, Bank Entry, General Entry) use [ledger_header](#) and [ledger_detail](#) table.

Account Payable use [ledger_detail](#), [creditor_detail](#) table.

Account Receivable use [ledger_detail](#), [debtor_detail](#) table.

Bank Statement Matching, Bank Statement Matching With Receipt use [ledger_detail](#), [creditor_detail](#) and [debtor_detail](#) table.

Tax use [vat_header](#) table.

FAQ

1. Why there is (+) and (-) sign for each document in accounting payable and account receivable transaction entry

To indicate the money flow. (+) meaning increase in money and vice versa for (-).

2. Why do user no need to do double entry in general entry?

System already have automation to add the double entry with the amount key in by users.