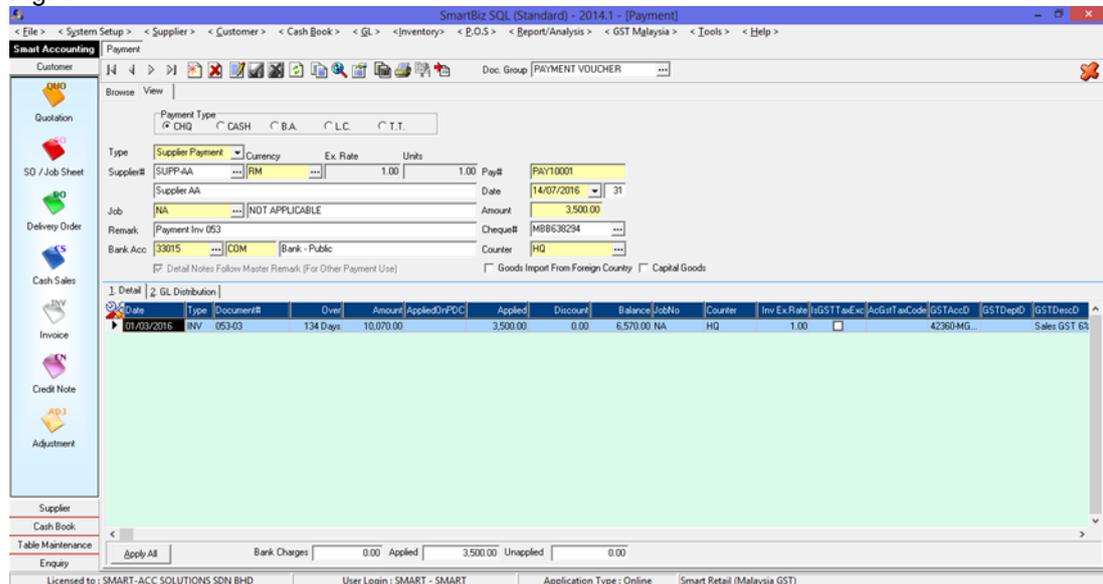


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D. ACCOUNTING TRANSACTIONS

1. Payments

Fig. 1



- Select Type [Supplier Payment] and choose the Supplier Code and correct currency and exchange rate. The outstanding invoices on the currency will appear the detail screen below.
- Key in the amount in the currency chosen. Key in also the particulars of [Cheque#].
- At the screen below, double click on mouse or key in the amount in the [Applied] column of the invoice.

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2. Receipts

Fig. 2

SmartBiz SQL (Standard) - 2014.1 - [Receipt]

Customer Receipt

Payment Type: CHQ CASH B.A. L.C. T.T. M.P.

Type: Customer Receipt

Customer#: CUST-A Currency: RM Ex. Rate: 1.00 Units: 1.00 Recit#: REC10001

Customer A Date: 01/02/2016 26

Amount: 13,780.00

Job: NA (NOT APPLICABLE) Cheque#: SM123456

Remark: Customer A Counter: HQ

Bank Acc: 33015 CDM Bank - Public Cheque Date:

Detail Notes Follow Master Remark (For Other Receipt Use) Goods Export To Foreign Country Capital Goods

Date	Type	Document#	Over	Amount	AppliedOnPDC	Applied	Discount	Balance	JobNo	Counter	Inv Ex Rate	GSTTaxExc	AcGstTaxCode	GSTAccd	GSTDspD	GSTDet
02/01/2016	INV	0002	29 Days	13,780.00		13,780.00	0.00	0.00	NA	HQ	1.00	<input checked="" type="checkbox"/>				

Supplier: < >

Cash Book: < >

Table Maintenance: Apply All Multi Receipt Mode Bank Charges: 0.00 Applied: 13,780.00 Unapplied: 0.00

Enquiry

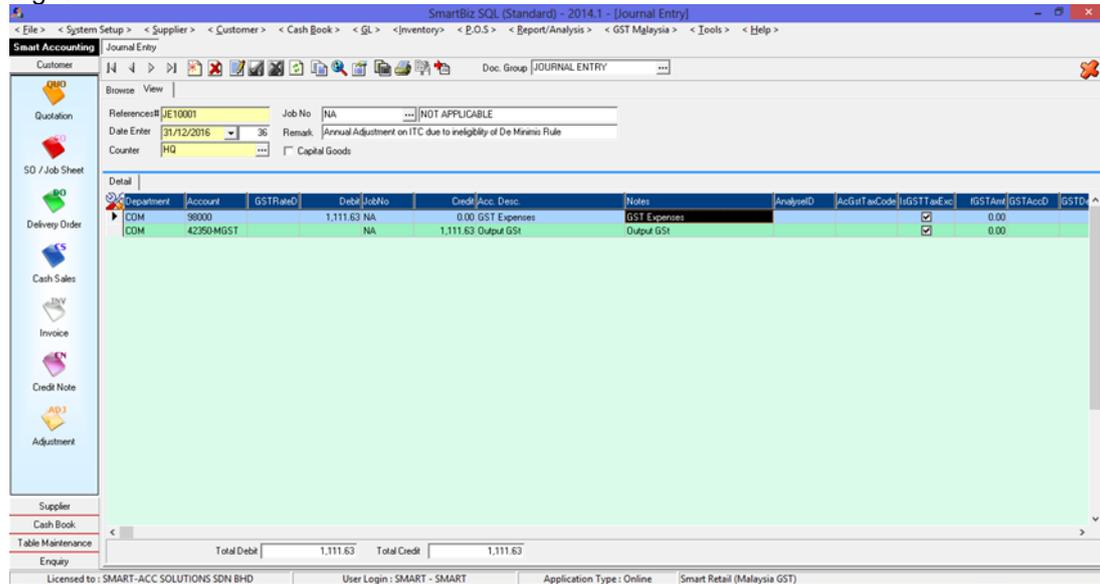
Licensed to: SMART-ACC SOLUTIONS SDN BHD User Login: SMART - SMART Application Type: Online Smart Retail (Malaysia GST)

- Select Type [Customer Receipt] and choose the Customer Code and correct currency and exchange rate. The outstanding invoices on the currency will appear the detail screen below.
- Key in the amount in the currency chosen. Key in also the particulars of [Cheque#].
- At the screen below, double click on mouse or key in the amount in the [Applied] column of the invoice.

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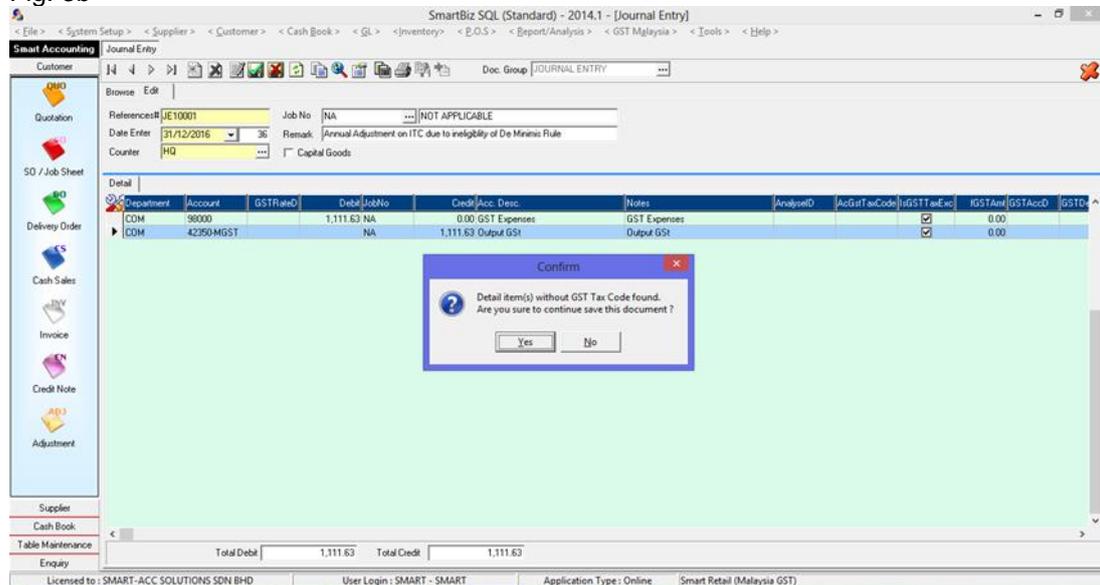
3. Journal Entry

Fig. 3



- i. Reference Number will be automatically generated. You can still key in manually.
- ii. Key in the date and other particulars.
- iii. Select the account for Debit or Credit.

Fig. 3b



- iv. If GST Code is not selected, system will prompt you. If there is no need for GST Code, then ignore the message and continue to save.