

ERP Fundamentals User Guide

Financial Accounting System

1 INTRODUCTION

Financial Accounting System is an application which enables recording the transactions of a firm. Hereunder is the *Financial Accounting System* menu:-



Figure 1

Depending upon the country in which your organization is located, you can register the home currency, by clicking **Set Home Currency Symbol** under the **SETUP** tab (Figure 1).

2 ACCOUNTS I TAB



Figure 2

Under this tab, the required balance sheet accounts can be created. For example, see Figure 3 below:-

List of accounts

Account ID	Account Name
LoanPayable	Loan Payable
AccReceivable	Accounts Receivable
AccPayable	Accounts Payable
Inventory	Inventory
Equipment	Equipment
WagesPayable	Wages Payable
RetainedEarnings	Retained Earnings
Cash	Cash
Truck	Truck
CapitalStock	Capital Stock

Figure 3

3 ACCOUNTS II TAB

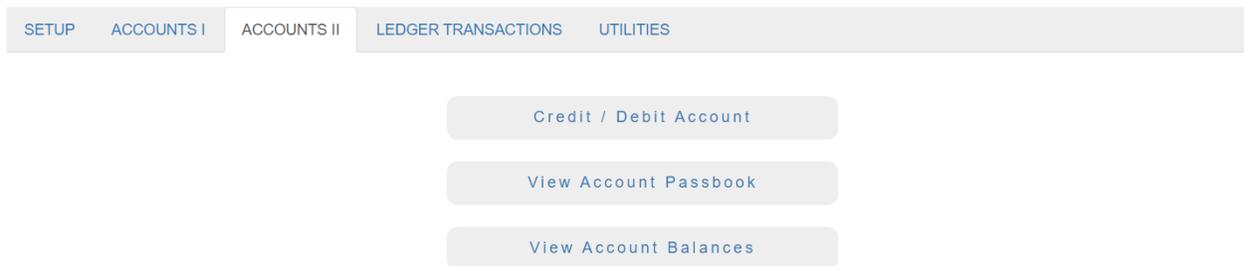


Figure 4

Under this tab, individual accounts can be credited or debited. This is *not recommended*, since it does not ensure balance. It should be done only to make corrections and to initialize accounts.

4 LEDGER TRANSACTIONS TAB

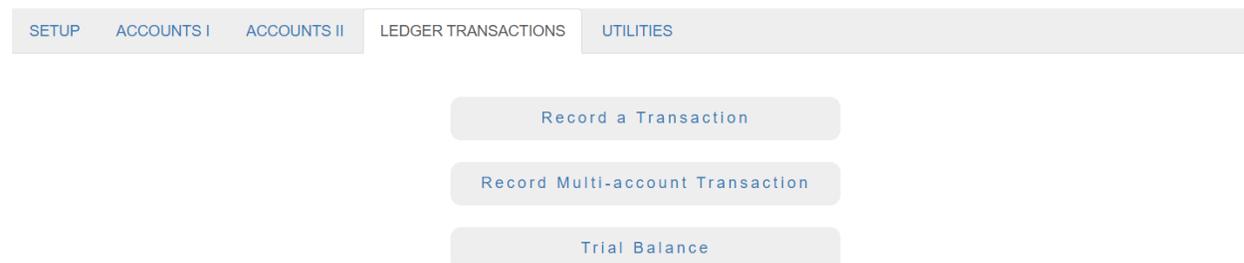


Figure 5

This is the main tab, and is used for recording transactions. It ensures that accounts are always under balance.

5 UTILITIES TAB



Figure 6

Under this tab, all accounts can be downloaded. Thereafter, they can be copy / pasted into Excel for generating required reports.