

IFS APPLICATIONS

FINANCE MODULE

ACTIVITY WISE USER MANUAL

I N D E X

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BROAD IDEA ABOUT IFS APPLICATIONS.

The activities of APTRANSCO can be divided broadly in ‘ 6 ‘ (SIX) modules for implementations of ERP _ IFS Applications in APTRANSCO. They are

1. Distribution module.
 2. Enterprise Asset Management Module.
 3. Engineer to order and project delivery.
 4. Finance Module.
 5. H R M S. (introduced subsequently)
 6. Payroll module (introduced subsequently)
1. **DISTRIBUTION MODULE**: This module deals with the Material Management. Procurement of Material and Utilization.
 2. **ENTERPRISE ASSET MANAGEMENT**: This Module deal with the Maintenance activities i.e. O & M works such as maintenance of S.S and Lines.
 3. **ENGINEER TO ORDER AND PROJECT DELIVERY** : This module deals with the project works. I.e. Capital works such as Construction of new S.S, erecting lines and improvements works.
 4. **FINANCE MODULE**: This module deals with the Accounting of all the above three modules.
 5. **H R M S** : This module deals with the maintenance of employees details and sanctions relating to employees payments.
 6. **Pay Roll**: This module deals with the processing of pay bills.

TRANSACTIONS IN APTRANSCO : -

The transaction related to Finance in AP Transco can be classified as follows:

- 1) Transactions related to Employees.
 - 2) Transactions related to contractors/suppliers.
 - 3) Transactions related to Lenders.
 - 4) Transactions related to Fixed Assets.
 - 5) Transactions related to Customers.
 - 6) Transactions related to Services.
 - 7) Transactions related to compilation of Final Accounts.
 - 8) Transactions related to others.
- I) **Employee transactions**: It includes mostly the following items.
- 1) Pay bills, T.A. Bills, G.P.F., Loans and Advances, Remittances to outside agencies

II) Contract works: It includes mostly following items:

- 1) Work bills, Refund of SD, EMD retentions and penalties.
- 2) Advance payment

Material procurement: It includes mostly the following items.

- 1) Supplier invoices, Refund of SD, EMD retentions and penalties, Advance payment.

III) Lenders: It covers the following items.

- 1) Receipt and repayment of loans.
- 2) Interest payments.

IV) Fixed Assets: It includes the following items.

- 1) Capitalization of CWIP, Depreciation, Scrapping, Sale and Transfer of Assets.

V) Final Accounts: It includes the following.

- 1) Creation of provisions to OSL.
- 1) Consolidation of all units Trial Balances.
- 2) Preparation of Final Accounts.

VI) Customers: it covers the following transactions.

- 1) Transmission charges.
- 2) SLDC charges.
- 3) Open Access charges.
- 4) Sale of scrap and material.

VII) Services: Telephone bills, vehicle bills, postage, telegram, rent, other professional services. Mostly transactions related to Administration & General Expenses.

VIII) Others: Temporary advances, Imprests, Accounting of Miscellaneous receipts such as tender specification, Interest receipt, etc.

1) **Passing of Salary / Pay Bills in IFS Applications.**: After introduction of HR and Pay roll Modules the pay bill process is automated in the PAYROLL exe,. The pay bill process activity is detailed in the PAYROLL module manual. In the absence of the PAYROLL ie., before introducing of PayRoll the following methodology was used to be followed.

Prepare a Pay Bill as usual in MS. Excel with allocations.

PATH: Accounting Rules -Voucher – Voucher Entry. Open the Voucher Entry screen. The screen will be as follows. Voucher Entry is nothing but Journal Entry. As the pay roll package is not taken from IFS Application, we have to account for Employee cost bills through this screen (Voucher Entry).

STEPS

1. Click on new or Press ‘ F5’
2. Enter the voucher date in voucher Date Field.
3. Give Voucher Text as follows;

“Pay Bill of ----- for the period / Month-----

Now the screen will be appear as follows.

4. Go to the line items clicks on New.
5. Enter the Account Number in the column of Account or select it from LOV, Enter the Amount in Amount column with positive sign for Debit Accounts. One separate line is to be taken for each and every account as per allocation of Expenditure. To go to the next line we have to click on New on completion of data entry in first line. We can see the total Gross Amount in the Header of Voucher Entry Screen in “Balance” Field after entering all Debit Amounts.
6. After entering all Debit entries, now we have to enter the recoveries (i.e. Credits) in the same screen by selecting separate new line for each and every recovery. Here amount should be given with Negative ‘Sign’. While entering the recoveries related to Out side Agencies we should select the code part (Code I) from LOV related to the recovery in the Column of “Code I”. For this purpose, the code pats should have been already created in the System agency wise for all the recoveries payable to outside Agencies.
7. After entering all Debit and Credit amounts, the Net Amount Payable to the Staff/ Employee will appear in the “Balance” Field of Header Items in Voucher Entry Screen.
8. The Balance Amount payable to the Staff / Employee is to be taken in a separate line by selecting A/c. No. 044.300 in Account column of line Item, and the amount should be given in Negative Sign. After entering the net payable amount, the amount in Balance Field of header items becomes “Zero”. Now the screen will be appeared as follows.

IFS Applications Finance Module Activity Wise Course Material

9. Finally we have to click on save button or Press 'F12'. Before saving we have to ensure that the amount shown in balance Field of Header Items should be Zero.

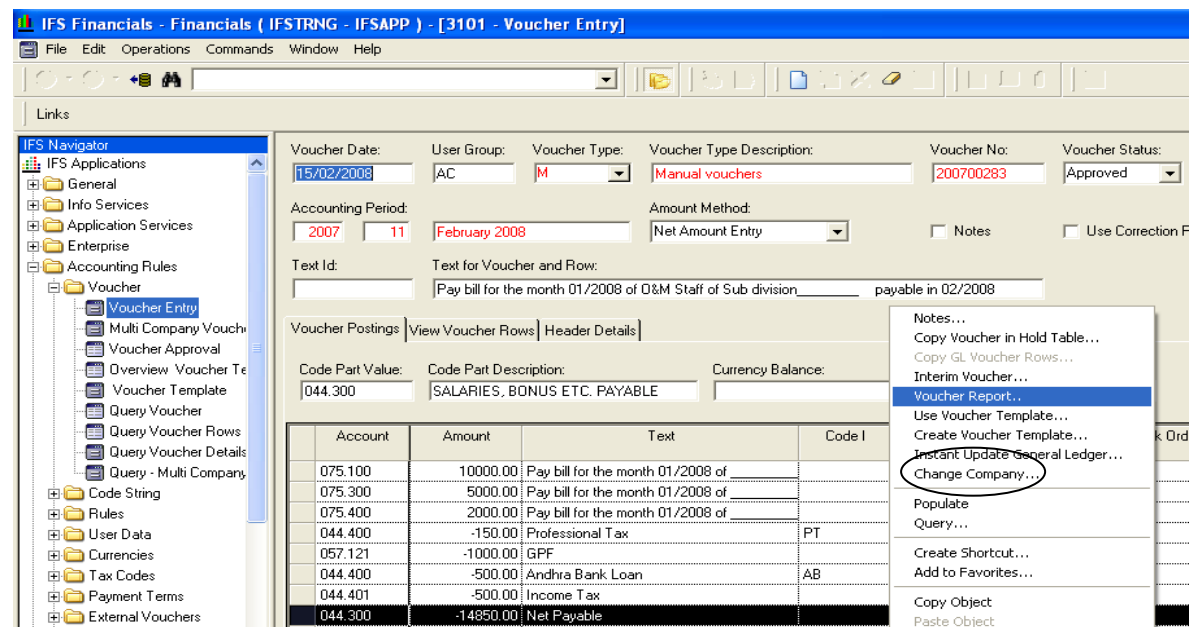
10. On Clicking the Save Button the systems will generate a Voucher which is 'M' Type Voucher.

Now the screen will be appeared as follows.

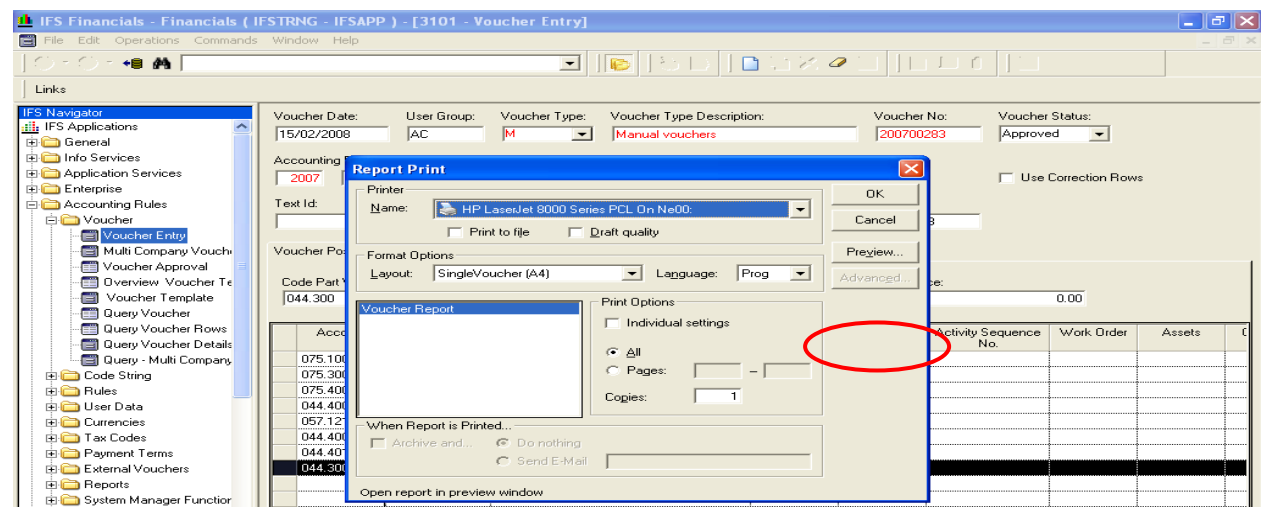
11. We can take a print of Voucher Report by doing the following steps.

a) Do RMB on the Header of Voucher Entry.

IFS Applications Finance Module Activity Wise Course Material



b) Click on Voucher Report.



c) Click on preview (We can view the report)



d) Click on printer Icon on preview Screen.

e) Then we will get the Report.

12. The Report so obtained shall be attached to the Pay Bill prepared in MS. Excel duly obtaining the signature of Competent Authority.

2). **PAYMENT OF EMPLOYEE BILLS : After introduction of HR and Pay roll Modules the pay bill payment is automated in the PAYROLL exe, the pay bill payment process is detailed in the PAYROLL module manual. In the absence of the PAYROLL ie., before introducing of PayRoll the following methodology was used to be followed for making PayBill related payments.**

PAY BILLS: After Passing the pay Bill through Voucher entry Screen, we have to make the payment of Bill in IFS Applications as follows:

PATH : Payment / Cash Books / Mixed Payment / Mixed Payment

- 1) **Open the Mixed Payment Screen and Click on General Tab. The screen will be appeared as follows.**

- 2) **Click on New or press “ F5”**
- 3) **Select “Drawing A/c”. in the Field of Cash Account from LOV or press ‘F8’ (LOV stands for list of values)**
- 4) **Enter the payment Date, if you are doing past data, otherwise System will adopt System Date automatically.**
- 5) **Give text in Text Field. Now the screen will be appeared as follows.**

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

File Edit Operations Commands Window Help

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General Transactions

Cash Account: H (DRAWING) Statement No: 10 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 15/02/2008 Payment Status:

Currency: INR Currency Rate: 1.0000 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 15/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period:

Voucher Text: Payment of salaries for the month of 01/2008 of Prov Staff of payable in 02/2008

Balances

Calculated: -9339872.17 Actual Opening: Actual Closing:

Balances in Accounting Currency

Calculated: -9339872.17 Actual Opening: 0.00 Actual Closing: 0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent

- 6) Go to the Transaction Tab.
- 7) Click on New.
- 8) Select the “Direct Cash Payment” in mixed payment transaction type column.
- 9) Give Account No. “044.300” in Account column for the transactions already entered in Voucher Entry Screen.
- 10) Give Net Amount payable in Amount column with “Negative” Sign.
- 11) Give Cheque No. Date, and Bank Name in the respective columns.
- 12) Give TAX code as ‘N’ in the “TAX code” column. Now the screen will be appeared as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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 - Tax Codes

General Transactions

Cash Account: H (DRAWING) Statement No: 1499 Remaining Amount: 14850.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 14850.00

Lump Sum Trans Number	Mixed Payment Transaction Type	Account	Account Description	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Work Order	Bank T Code
1	Direct Cash Payment	044.300	SALARIES, BC	-14850.00	N	123456	01/02/2008	ab		*

- 13) Click on Save or press “F12”
- 14) Now the transaction will be in “ Not Approved status ”

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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General Transactions

Cash Account: H (DRAWING) Statement No: 1499 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 01/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method: Detailed

Voucher Information

Voucher Date: 01/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period:

Voucher Text: Payment of pay bill for the month of 01/2008 of prov staff. paid in 02/2008

Balances

Calculated: -3353903.00 Actual Opening: Actual Closing: Balances in Accounting Currency: Calculated: -3353903.00 Actual Opening: 0.00 Actual Closing: 0.00

Bank To Bank Transfer

Company Short Name User Group Voucher Type Voucher No Statement No Account Cost Cent:

15) Go to the General Tab, Do RMB on the Right hand side of screen.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

File Edit Operations Commands Window Help

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General Transactions

Cash Account: H (DRAWING) Statement No: 1499 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 01/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method: Detailed

Voucher Information

Voucher Date: 01/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period:

Voucher Text: Payment of pay bill for the month of 01/2008 of prov staff. paid in 02/2008

Balances

Calculated: -3353903.00 Actual Opening: Actual Closing: Balances in Accounting Currency: Calculated: -3353903.00 Actual Opening: 0.00 Actual Closing: 0.00

Bank To Bank Transfer

Company Short Name User Group Voucher Type Voucher No Statement No Account Cost Cent:

Employee Work Order Assets Project Finance ID Fund Agen Code I Code J:

Context Menu:

- Approve...
- Cancel...
- Copy Cancelled Mixed Payment...
- Print Mixed Payment...
- Voucher Report...
- Change Company...
- Contra Mixed Payment...
- Calculate...
- Query...
- Create Shortcut...
- Add to Favorites...
- Copy Object
- Paste Object
- Properties

16) Click on Approve. Now the System generates 'N' Type Voucher. The screen will be as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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General Transactions

Cash Account: H (DRAWING) Statement No: 1499 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 01/02/2008 Payment Status: Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method: Detailed

Voucher Information

Voucher Date: 01/02/2008 User Group: AP Voucher Type: N Voucher No: 200701172 Accounting Period: 2007 11

Voucher Text: Payment of pay bill for the month of 01/2008 of prov staff. paid in 02/2008

Balances

Calculated: -3368753.00 Actual Opening: -336875.00 Actual Closing: 0.00 Balances in Accounting Currency: Calculated: -3368753.00 Actual Opening: -336875.00 Actual Closing: 0.00

Bank To Bank Transfer

Company Short Name User Group Voucher Type Voucher No Statement No Account Cost Cent:

Employee Work Order Assets Project Finance ID Fund Agen Code I Code J:

We can view the Voucher Report as follows;

1. Do RMB on the Right hand side of General Tab Screen.
2. Click on Voucher Report.
3. Click on Preview. Then system will display the preview.

To have a print, click on printer Icon of Preview screen. The printed Report should be attached to the passed Bill duly obtaining signature of Competent Authority.

II. TA BILLS, GPF, LOANS & ADVANCES, REMITTANCES TO OUTSIDE AGENCIES:-

We have to adopt same procedure as is done for payment of Pay bill except following.

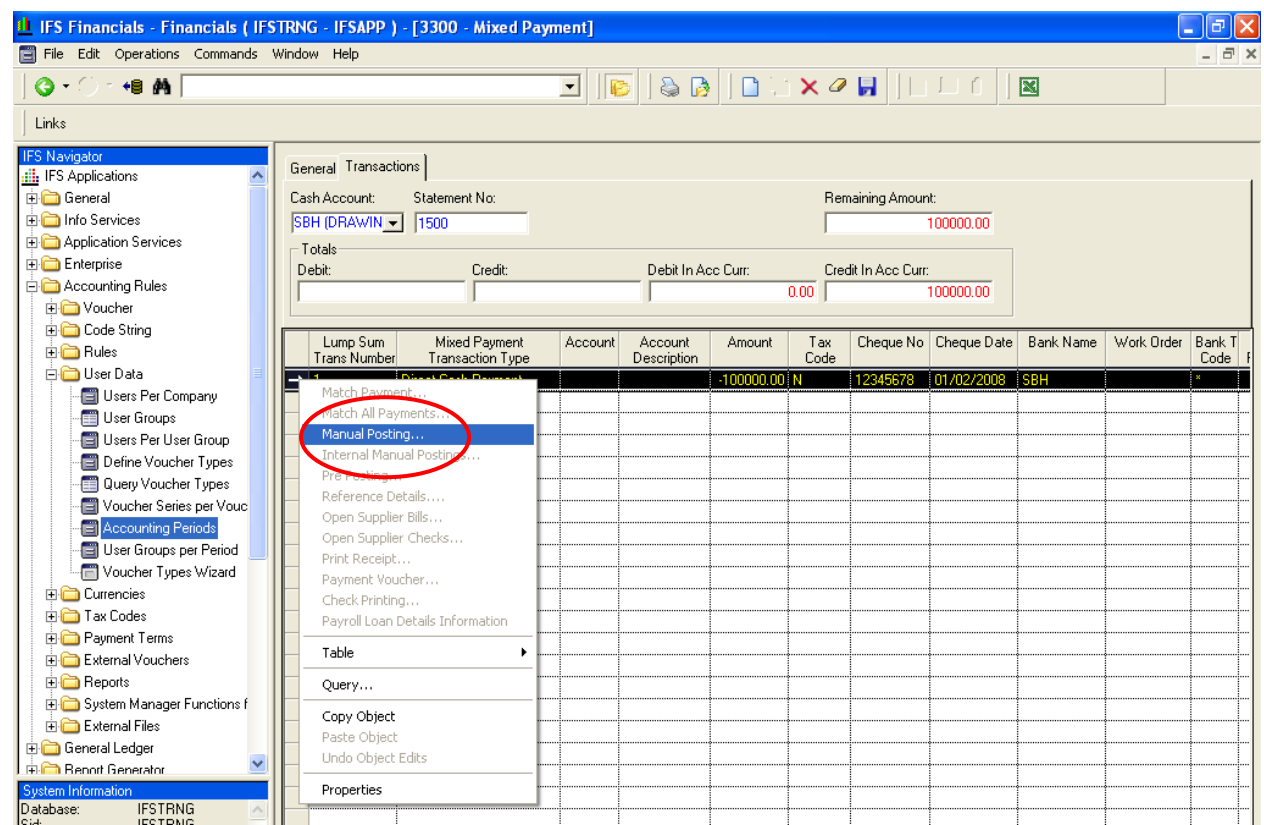
1. We have to assign Account No. related to the Expenditure Head only in Account Column.

2. We have to attach code part related to recovery for remittance of outside Agencies in the “CODE I” Column duly selecting from LOV.

While making payment of Employee related items, the following points should be kept in view.

In day to day transactions we may come across to make so many payments through single cheque. Thus the payments against a single cheque may attract different chart of Accounts and code parts. In such case we have to enter the data as follows:

- 1) Repeat the step numbers 1 to 8 as explained in payment of employee bills.
- 2) Give the amount of cheque in amount column with Negative sign.
- 3) Give cheque No., Date and Bank Name in respective columns.
- 4) Now select the line, DO RMB and Click on “ Manual Posting” as shown in the below screen.



- 5) System will drag on you to the other small window called Manual posting window.

- 6) Enter the Account No. Amount and Code part wherever it is necessary. Here we have to enter the amount with positive sign with related account. After entering all the transactions, the Balance field of manual posting window become "Zero". We have to ensure that this should be 'Zero'.

- 7) Click on OK of small Window.

- 8) Now repeat the step Nos. 13 to 16 as explained in payment of employee bills.

CONTRACTOR / SUPPLIERS:

Supply / Work Bills: - There are two types of work / Supply Bills. They are

1. Work / Supply Bills against purchase orders / Agreements.
2. Work / Supply Bills without purchase orders / Agreements

Passing of Work / Supply Bills against Purchase Order:

PATH: - Invoice / Supplier Invoice / Supplier Invoice Entry.

- 1) Open the Supplier invoice Entry Screen. The screen will be as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry]

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 - Query Supplier Invoices f
 - Query Self-billing Invoice
 - Query Invoice Enclosure:
 - Query Multi Company Sup
 - Query Multi Company Sup
 - TDS
 - Form Document Tracking
 - General Supplier

System Information

Database: IFSTRNG
Sid: IFSTRNG
ManSupplierInvoice
frmManualSupplierInvoice

Vou. Date: 15/02/2008 Period: 2007 11 User Group: AP Vou. Type: I Vou. No:

PO Ref: Supplier: Name: State: Gross Amount: TDS Amount:

Invoice Identity: Currency: Currency Rate: Authorizer: Net Amount: Net Of TDS:

Invoice Date: Arrival Date: Pay. Term Base Date: Payment Terms: Due Date: Plan. Pay Date: Payment Reference:

Vou. Type Ref: Vou. No Ref: Vou. Date Ref: ☐ Preposting ☐ Deductions Applicable ☐ Ld Applicable ☐ Tower Variance ☐ Notes ☐ Authorize for Payment at Final Posting

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method Tax Received	Gross Amount	Net Amount	Tax Amou

Posting Information

Balance: Balance in Acc Curr: Voucher Text:

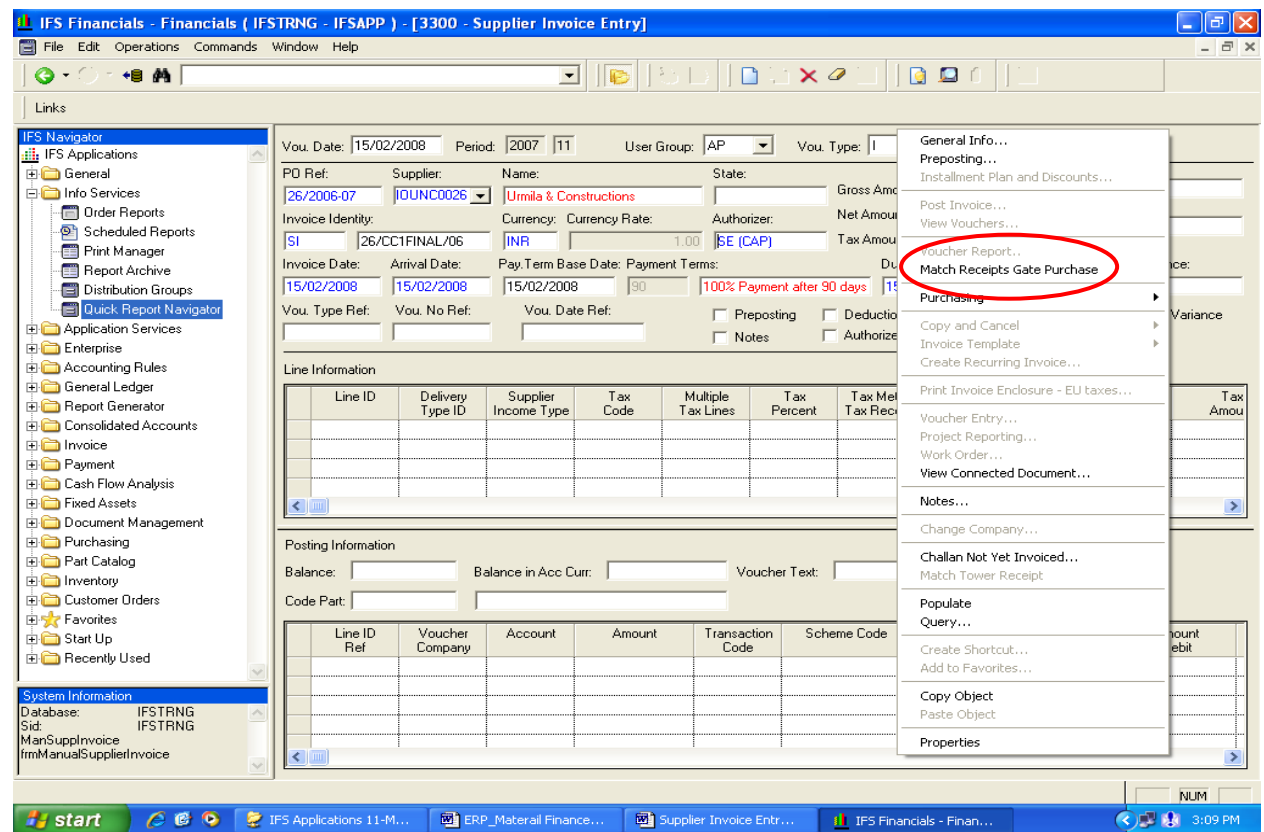
Code Part:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Scheme Code	Amount in Acc Curr	Employee	Amount Debit

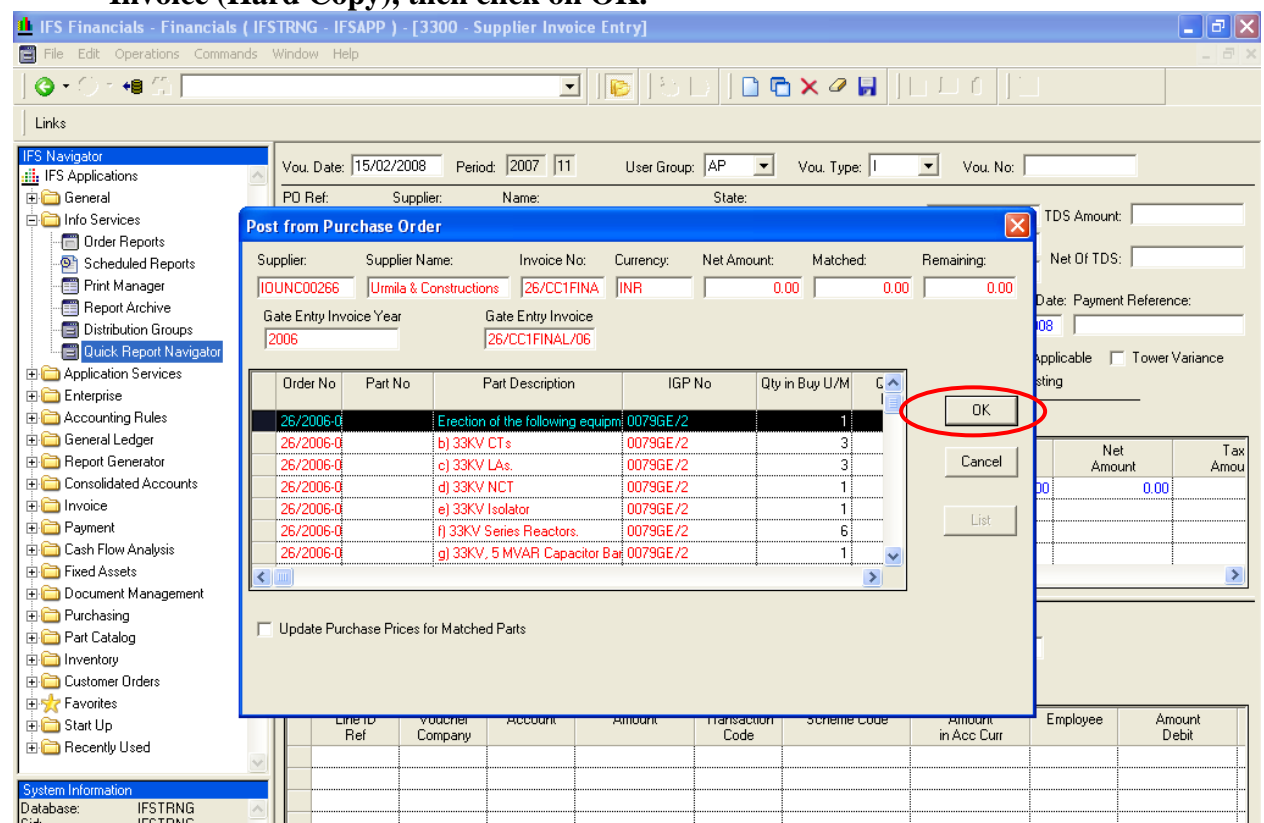
start IFS Applications 11-M... ERP_Material Finance... Supplier Invoice Entr... IFS Financials - Finan... 3:07 PM

- 2) Click on New or Press ' F5'
- 3) Select the purchase order (PO) from list of value (LOV) or press "F8" when the cursor is in P.O. Field.
- 4) Select the Invoice ID from LOV.
- 5) Select the Authorizer from LOV.(As per the Expenditure Head)
- 6) Do RMB on the Header of supplier invoice entry screen click on Match receipts Gate purchase.

IFS Applications Finance Module Activity Wise Course Material



Now the System will drag on you to the new screen i.e. Post from purchase order. Where user can find the details of Works / Material executed by the Contractor / Supplier. If this information matches with the document i.e. Supplier Invoice (Hard Copy), then click on OK.



- 7) Now IFS Application generates the entries in the Posting Information Window.
- 8) Bring the Cursor at rows of line information Window and Click on “New or Press ‘F5’ or Double click.
- 9) Value of Balance Field in posting information window is to be entered in Gross Amount field of Line Information Window. The amount entered in line information window is what we would credit to supplier / contractor. Check that the Balance field in posting information window shows “0” value.
- 10) Click on save or press ‘F12’. Now the status of Invoice will be Preliminary.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry - SI 26/CC1FINAL/06]

File Edit Operations Commands Window Help

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- System Information
 - Database: IFSTRNG
 - Sid: IFSTRNG
 - ManSupplInvoice
 - frmManualSupplierInvoice

Vou. Date: 15/02/2008 Period: 2007 11 User Group: AP Vou. Type: I Vou. No:

PO Ref: 26/2006-07 Supplier: JOUNC0026 Name: Urmila & Constructions State: Preliminary Gross Amount: 93917.88 TDS Amount:

Invoice Identity: SI 26/CC1FINAL/06 Currency: INR Currency Rate: 1.00 Authorizer: SE (CAP) Net Amount: 93917.88 Tax Amount: 0.00 Net Of TDS:

Invoice Date: 15/02/2008 Arrival Date: 15/02/2008 Pay Term Base Date: 15/02/2008 Payment Terms: 90 100% Payment after 90 days Due Date: 15/05/2008 Plan. Pay Date: 15/05/2008 Payment Reference:

Vou. Type Ref: Vou. No Ref: Vou. Date Ref: Preposting Deductions Applicable Ld Applicable Tower Variance Notes Authorize for Payment at Final Posting

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method	Tax Received	Gross Amount	Net Amount	Tax Amount
1		N			0	No VAT		93917.88	93917.88	

Posting Information

Balance: 0.00 Balance in Acc Curr: 0.00 Voucher Text: Urmila & Constructions

Code Part:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Scheme Code	Amount in Acc Curr	Employee	Amount Debit
3300	014.500	9800.00	M93		9800.00		9800.00	
3300	042.200	0.00	M91		9800.00		0.00	
3300	022.700	0.00	M92		-9800.00			
3300	014.500	3600.00	M93		3600.00		3600.00	
3300	042.200	0.00	M91		3600.00		0.00	

System Information

NUM

start IFS Applications 11-M... ERP_Material Finance... Supplier Invoice Entr... IFS Financials - Finan... 3:15 PM

- 11) At this stage we have to effect Deductions if any as follows.
 - a) Click on the Deduction Applicable Check Box on the Header and Save.
 - b) Select the row of line information Window.
 - c) Do RMB, Click on Deductions.

The system will drag on you to the Tax Deduction Details Screen.

The screenshot shows the 'IFS Financials - Financials (IFSTRNG - IFSAPP) - [Tax Deduction Details]' application window. The interface includes a menu bar (File, Edit, Commands, Window, Help), a toolbar with various icons, and a 'Links' section. On the left is the 'IFS Navigator' tree view showing a hierarchy from 'IFS Applications' down to 'Quick Report Navigator'. The main area displays 'Invoice Details' with fields for Invoice No., Invoice Id., Invoice Date, Invoice Amount, TdsInvoiced, and Voucher Date, each with a corresponding input box. Below this is a table with columns: Taxable Amount, Tds Type, Tax Rate, Surcharge Rate, Cess Rate, Tax Amount, Surcharge Amount, Cess Value, Tds Invoice Id, and Payment Id. The table currently contains no data rows.

- d) **Click on New or F5.**
- e) **Give the actual deduction amount in Taxable Amount, Select TDS type from LOV, Click on save. If there is more than one deduction, then we have to take the number of lines based on deductions. To get new line we have to click on New on completion of data entry in previous line.**

Now the screen will be as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [Tax Deduction Details]

Invoice Details

Invoice No: 26/CC1FINAL/0 Invoice Id: 10288

Invoice Date: 15/02/2008 Invoice Amount: 93917.88

TdsInvoiceId: Voucher Date: 15/02/2008

☐ Cancel

Line	Taxable Amount	Tds Type	Tax Rate	Surcharge Rate	Cess Rate	Tax Amount	Surcharge Amount	Cess Value	Tds Invoice Id	Payment Id
1500	194(C)	100.00	0.00	0	1500	0	0			
2500	SD (CAP)	100.00	0.00	0	2500	0	0			
500	PENALTY	100.00	0.00	0	500	0	0			
1500	RM (CAP)	100.00	0.00	0	1500	0	0			

12) Now go to Invoice Entry Screen, refresh it, and check up the net amount payable with the amount shown in net of TDS Field.

13) Check up the voucher Date Field.

14) If the Invoice is 'OK' in all aspects, Do RMB on the Header, click on Post Invoice.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry - SI 26/CC1FINAL/06]

Vou. Date: 15/02/2008 Period: 2007 | 11 User Group: AP Vou. Type: I Vou. No:

PO Ref: Supplier: Name: State: Gross Amount: 93917.88 TDS Amount: 6000.00

Invoice Identity: 26/2006-07 JOUNC0026 Urmila & Constructions Preliminary Net Amount: 87917.88

Invoice Date: 15/02/2008 Arrival Date: 15/02/2008 Pay Term Base Date: 15/02/2008 Payment Terms: 90 100% Payment after

Vou. Type Ref: Vou. No Ref: Vou. Date Ref: ☐ Preposting ☐ Notes

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent
1			N		

Posting Information

Balance: 0.00 Balance in Acc Curr: 0.00 Voucher Text:

Code Part:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Sc
3300		014.500	9800.00	M93	
3300		042.200	0.00	M91	
3300		022.700	0.00	M92	
3300		014.500	3600.00	M93	
3300		042.200	0.00	M91	

System Information

Database: IFSTRNG Sid: IFSTRNG ManSupInvoicePostings tblPostings

Right-click context menu options:

- General Info...
- Preposting...
- Installation Plan and Discounts...
- Post Invoice...**
- View Vouchers...
- Voucher Report...
- Match Receipts Gate Purchase
- Purchasing
- Copy and Cancel
- Invoice Template
- Create Recurring Invoice...
- Print Invoice Enclosure - EU taxes...
- Voucher Entry...
- Project Reporting...
- Work Order...
- View Connected Document...
- Notes...
- Change Company...
- Challan Not Yet Invoiced...
- Match Tower Receipt
- Populate
- Query...
- Create Shortcut...
- Add to Favorites...
- Copy Object
- Paste Object
- Properties

15) Now the system will generate 'I' type Voucher.

16) System will automatically generate another one Invoice with prefix 'TDS'.

17) Now the status of Invoice will be **"Partly paid Posted "**.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry - SI 26/CC1FINAL/06]

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 - Part Catalog
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 - Customer Orders
 - Favorites
 - Start Up
 - Recently Used
- System Information
 - Database: IFSTRNG
 - Sid: IFSTRNG
 - ManSupplInvoicePostings
 - tblPostings

Vou. Date: 15/02/2008 Period: 2007 11 User Group: AP Vou. Type: I Vou. No:

PD Ref: 26/2006-07 Supplier: JOUNC0026 Name: Urmila & Constructions State: PartlyPaidPosted Gross Amount: 93917.88 TDS Amount: 6000.00

Invoice Identity: SI 26/CC1FINAL/06 Currency: INR Currency Rate: 1.00 Authorizer: SE (CAP) Net Amount: 93917.88 Net Of TDS: 87917.88

Invoice Date: 15/02/2008 Arrival Date: 15/02/2008 Pay Term Base Date: 15/02/2008 Payment Terms: 90 100% Payment after 90 days Due Date: 15/05/2008 Plan. Pay Date: 15/05/2008 Payment Reference:

Vou. Type Ref: I Vou. No Ref: 200700234 Vou. Date Ref:

☐ Preposting ☒ Deductions Applicable ☐ Ld Applicable ☐ Tower Variance

☐ Notes ☐ Authorize for Payment at Final Posting

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method	Tax Received	Gross Amount	Net Amount	Tax Amou
1		N			0	No VAT		93917.88	93917.88	

Posting Information

Balance: 0.00 Balance in Acc Curr: 0.00 Voucher Text: Urmila & Constructions

Code Part:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Scheme Code	Amount in Acc Curr	Employee	Amount Debit
3300	014.500	9800.00	M93		9800.00		9800.00	
3300	042.200	0.00	M91		9800.00		0.00	
3300	022.700	0.00	M92		-9800.00		-9800.00	
3300	014.500	3600.00	M93		3600.00		3600.00	
3300	042.200	0.00	M91		3600.00		0.00	

NUM

We can view and get Voucher Report by doing following steps.

- Do RMB on the Right Hand side of Invoice entry Screen.
- Click on Voucher Report.
- Click on preview, the system will display the preview.

To have a print, click on printer Icon of preview Screen. The report so obtained shall be attached to the Work Bill / Supplier Invoice duly obtaining signatures of Competent Authority.

PASSING SUPPLY/ WORK BILL WITHOUT PO:-

PATH: - Invoice / Supplier Invoice/ Supplier Invoice Entry

- 1) Open the supplier Invoice entry Screen.
- 2) Click on New or Press “F5”
- 3) Select the Supplier ID from LOV or Press F8.
- 4) Enter the ‘Invoice No’ in Invoice Identity Field as per Hard copy.
- 5) Select Authorizer from LOV or press ‘F8’.(As per Exp.Head)
- 6) Go to the line information Window click on New or press ‘F5’.
- 7) Enter the Tax code as ‘N’.
- 8) Give the Gross Bill amount in Gross Amount Field.
- 9) Go to the posting Information Window.
- 10) Enter the Account Number, amount, W.O... No. , code parts wherever it is necessary.
- 11) If the total bill amount attracts difference chart of Accounts and code parts, we have create new lines by clicking on “ New” based the Allocation of Expenditure.
- 12) After entering the data in posting information window, the Balance field of this Window should become ‘ZERO’.
- 13) Click on save or press “F12”. Now the Invoice will be preliminary status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry - SI 25634]

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 - Account Types
 - Account Groups
 - Code Parts
 - Process Codes
 - Overview Code String Cc
 - Code String Completion
 - Pseudo Codes
 - VoucherText
 - Depb Account
 - Attributes
 - Rules
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 - Currencies
 - Tax Codes
 - Payment Terms
 - External Vouchers
 - Rennts

System Information

Database: IFSTRNG

Sid: IFSTRNG

ManSupplInvoice

frmManualSupplierInvoice

Purchase Order Reference

Vou. Date: 15/02/2008 Period: 2007 11 User Group: AP Vou. Type: I Vou. No:

PD Ref: Supplier: Name: State: Gross Amount: 100000.00 TDS Amount: Net Amount: 100000.00 Net Of TDS:

Invoice Identity: Currency: Currency Rate: Authorizer: Tax Amount: 0.00

SI 25634 INR 1.00 SAD (OM)

Invoice Date: Arrival Date: Pay Term Base Date: Payment Terms: Due Date: Plan. Pay Date: Payment Reference:

15/02/2008 15/02/2008 15/02/2008 90 100% Payment after 90 days 15/05/2008 15/05/2008

Vou. Type Ref: Vou. No Ref: Vou. Date Ref: Preposting Deductions Applicable Ld Applicable Tower Variance Notes Authorize for Payment at Final Posting

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method	Tax Received	Gross Amount	Net Amount	Tax Amou
1			N		0	No VAT		100000.00	100000.00	

Posting Information

Balance: 0.00 Balance in Acc Curr: 0.00 Voucher Text: Anand Agencies

Code Part: D00CA06359 Erection of 31.5MVA Power Transformer at

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Work Order	Scheme Code	Amount in Acc Curr	Employee
	3300	074.100	50000.00	MANUAL	D00CA04411		50000.00	
	3300	074.500	50000.00	MANUAL	D00CA06359		50000.00	

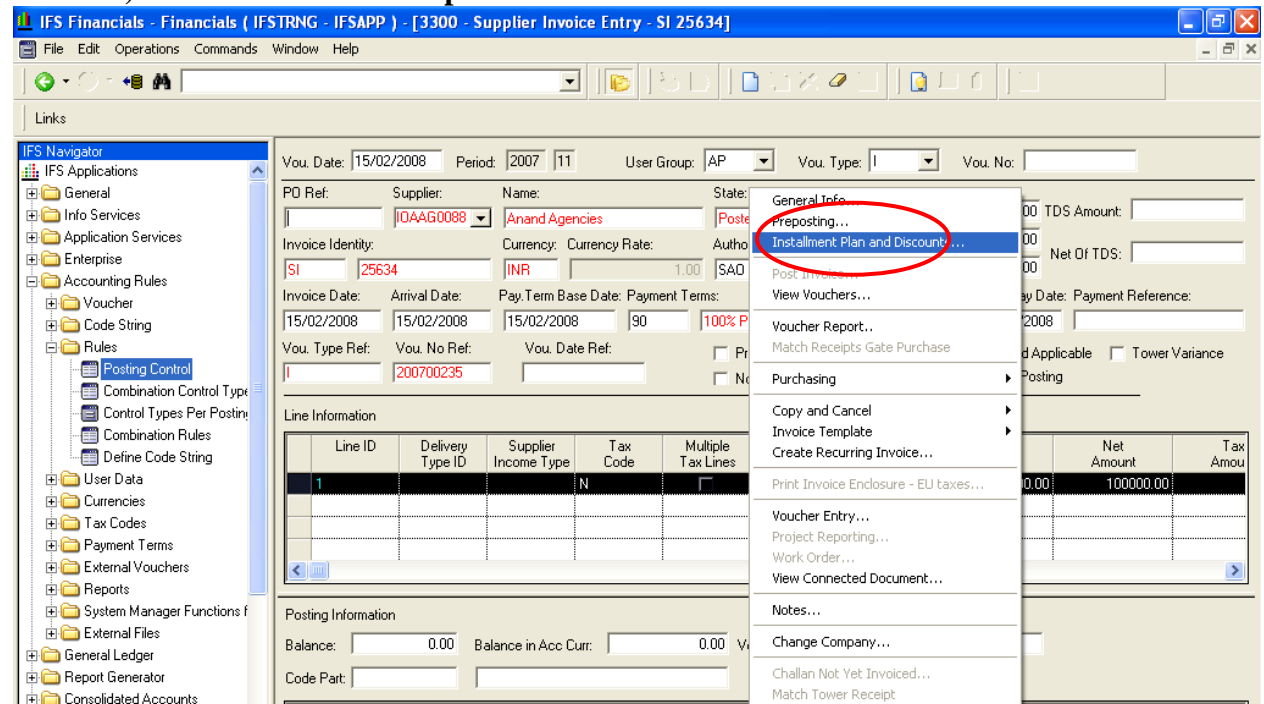
start IFS Applications 11-M... ERP_Material Finance... Supplier Invoice Entr... IFS Financials - Finan... 3:45 PM

- 14) Now repeat the step numbers 11 to 17 as explained for the Invoice against Pos .

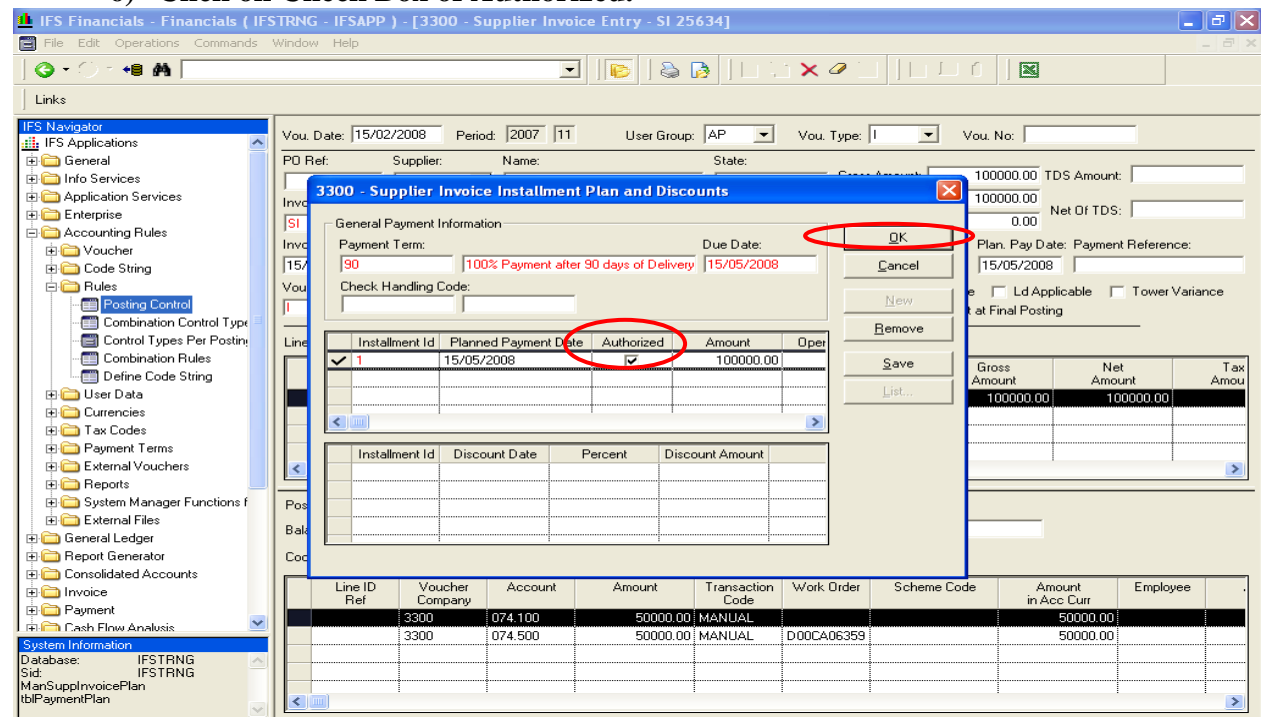
AUTHORIZE SUPPLIER INVOICES FOR PAYMENT:

PATH: - Invoice / Supplier Invoice / supplier Invoice Entry.

- 1) Open the supplier Invoice Entry screen.
- 2) Select the Invoice to be authorized using query dialogue Box or Press” F3”.
- 3) Do RMB on the header of Invoice entry Screen.
- 4) Click on Installment plan and Discount.



- 5) Then the System will drag on to the another Window called Supplier Invoice Installment plan and Discounts.
- 6) Click on Check Box of Authorized.



- 7) Click on OK.

8) Now the Invoice will be in **Posted Authorized** status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry - SI 25634]

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 - User Data
 - Currencies
 - Tax Codes
 - Payment Terms
 - External Vouchers
 - Reports
 - System Manager Functions f
 - External Files
 - General Ledger
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 - Payment
 - Cash Flow Analysis

System Information

Database: IFSTRNG

Sid: IFSTRNG

ManSupplInvoicePostings

tblPostings

Vou. Date: 15/02/2008 Period: 2007 11 User Group: AP Vou. Type: I Vou. No:

PO Ref: Supplier: Name: State: Gross Amount: 100000.00 TDS Amount: 0.00

Invoice Identity: 10AAG0088 Anand Agencies PostedAuth Net Amount: 100000.00

SI 25634 Currency: INR Currency Rate: 1.00 Authorizer: SAO (DM) Tax Amount: 0.00 Net Of TDS: 100000

Invoice Date: 15/02/2008 Arrival Date: 15/02/2008 Pay Term Base Date: 15/02/2008 Payment Terms: 90 100% Payment after 90 days Due Date: 15/05/2008 Plan. Pay Date: 15/05/2008 Payment Reference:

Vou. Type Ref: Vou. No Ref: Vou. Date Ref: Preposting Deductions Applicable Ld Applicable Tower Variance

I 200700235 15/02/2008 Notes Authorize for Payment at Final Posting

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method Tax Received	Gross Amount	Net Amount	Tax Amou
1		N			0	No VAT	100000.00	100000.00	

Posting Information

Balance: 0.00 Balance in Acc Curr: 0.00 Voucher Text: Anand Agencies

Code Part:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Work Order	Scheme Code	Amount in Acc Curr	Employee
3300		074.100	50000.00	MANUAL			50000.00	
3300		074.500	50000.00	MANUAL	D00CA06359		50000.00	

Authorizer

CAPS NUM

start IFS Applications 11-M... ERP_Material Finance... Supplier Invoice Entr... IFS Financials - Finan... 3:52 PM

PAYMENT AGAINST SUPPLIER INVOICE:-

PATH : - Payment / Cash Book / Mixed Payment / Mixed Payment

- 1) Click on New or press ' F5' in general TAB
- 2) Select cash Account "Drawing Account" from LOV or press ' F8'
- 3) Give voucher text as payment made to M/s..... against P.O..... Now the screen will be as follows.

IFS Financials - Financials (IFSAPP) - [3300 - Mixed Payment]

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 - Overview Mixed Payn
 - Overview Mixed Payn
 - Mixed Payment
 - Query - Mixed Paymer
 - External Interface
 - Auto Cash External Interf
 - Bank Reconciliation
 - Cash Book Queries And I
 - Cash Book Basic Data
 - Payment Schedule
 - Automatic Payment
 - Payment Documents
 - Manual Payment
 - Customer Credit Managemer
 - AR Queries and Remnts

System Information

Database: IFSRNG
Sid: IFSRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: SBH (DRAWING) Statement No: 1500 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 15/02/2008 Payment Status:

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method:

Voucher Information

Voucher Date: 15/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Payment made to M/s. Anand Agencies

Balances

Calculated:	Actual Opening:	Actual Closing:
-3368753.00		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
-3368753.00	0.00	0.00

Bank To Bank Transfer

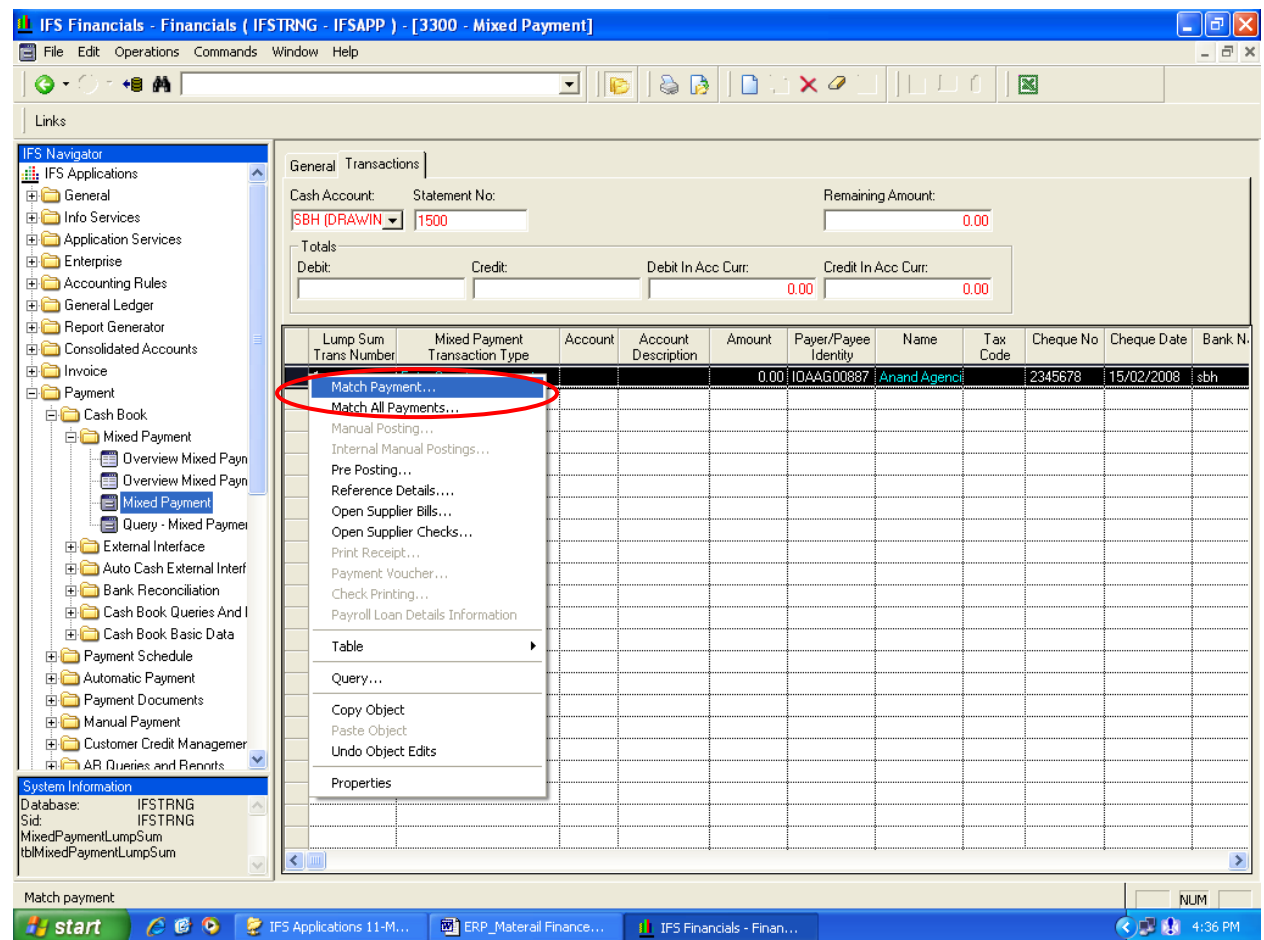
Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent

Employee	Work Order	Assets	Project	Finance ID	Fund Agen	Code I	Code J

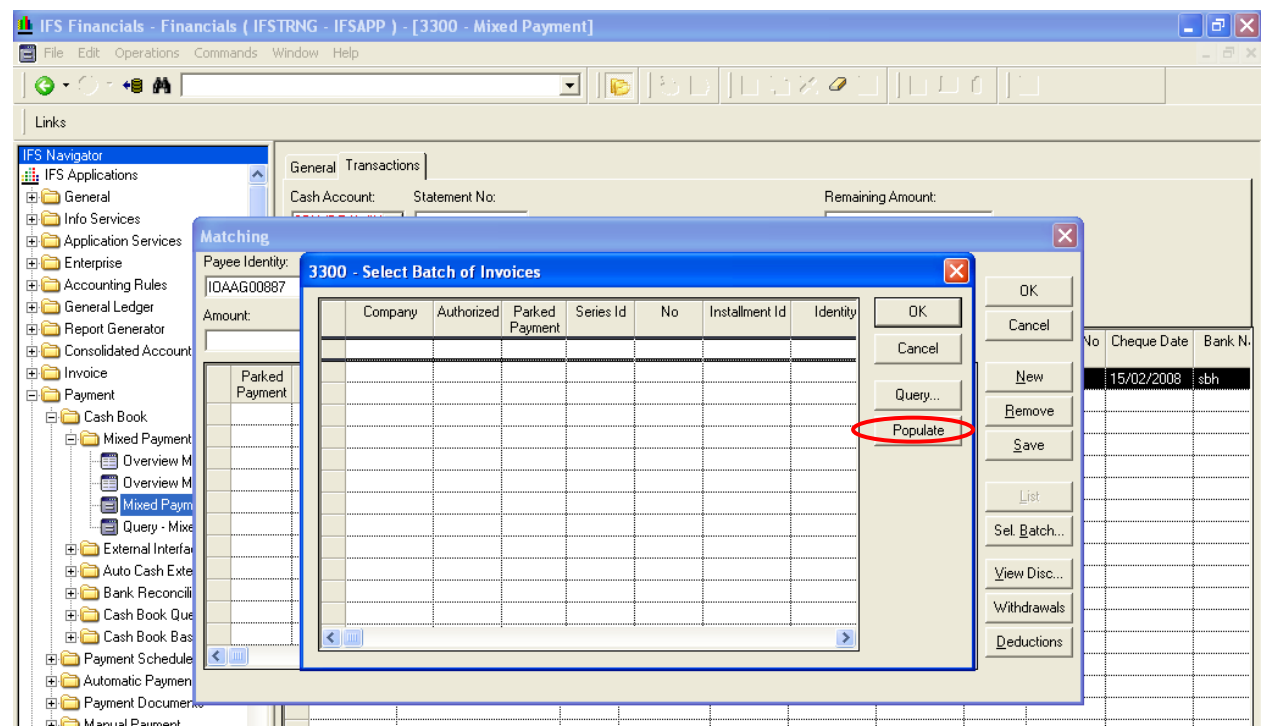
start IFS Applications 11-M... ERP_Material Finance... IFS Financials - Finan... 4:30 PM

- 4) Go to transaction TAB, Click on New.
- 5) Select the "Enter supplier Payment" in mixed payment transaction Type column.
- 6) Select the payer / payee ID from LOV or press ' F8 '
- 7) Put amount 'ZERO' in Amount column.
- 8) Click on Save.
- 9) Select the line, Do RMB, Click on Match Payment.

IFS Applications Finance Module Activity Wise Course Material

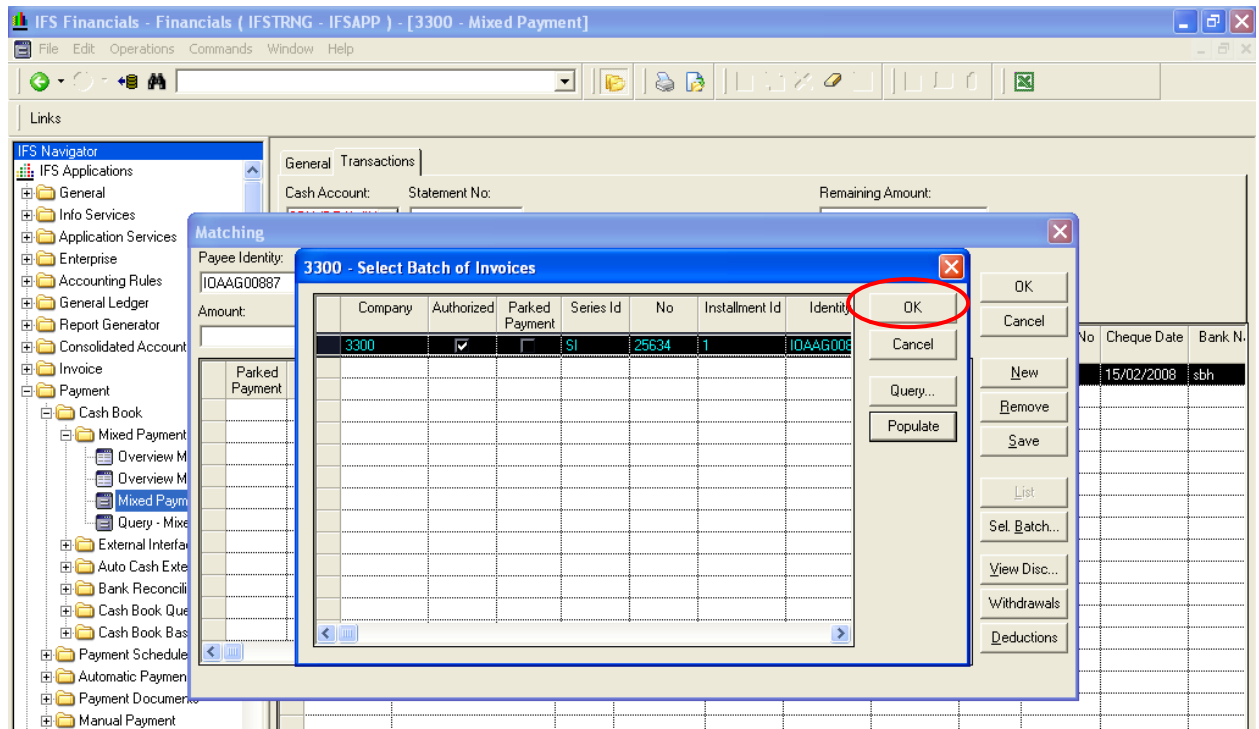


10) Then the System will drag on to another Window called “Select Batch of Invoices”.



11) Click on populate or press 'F7'.

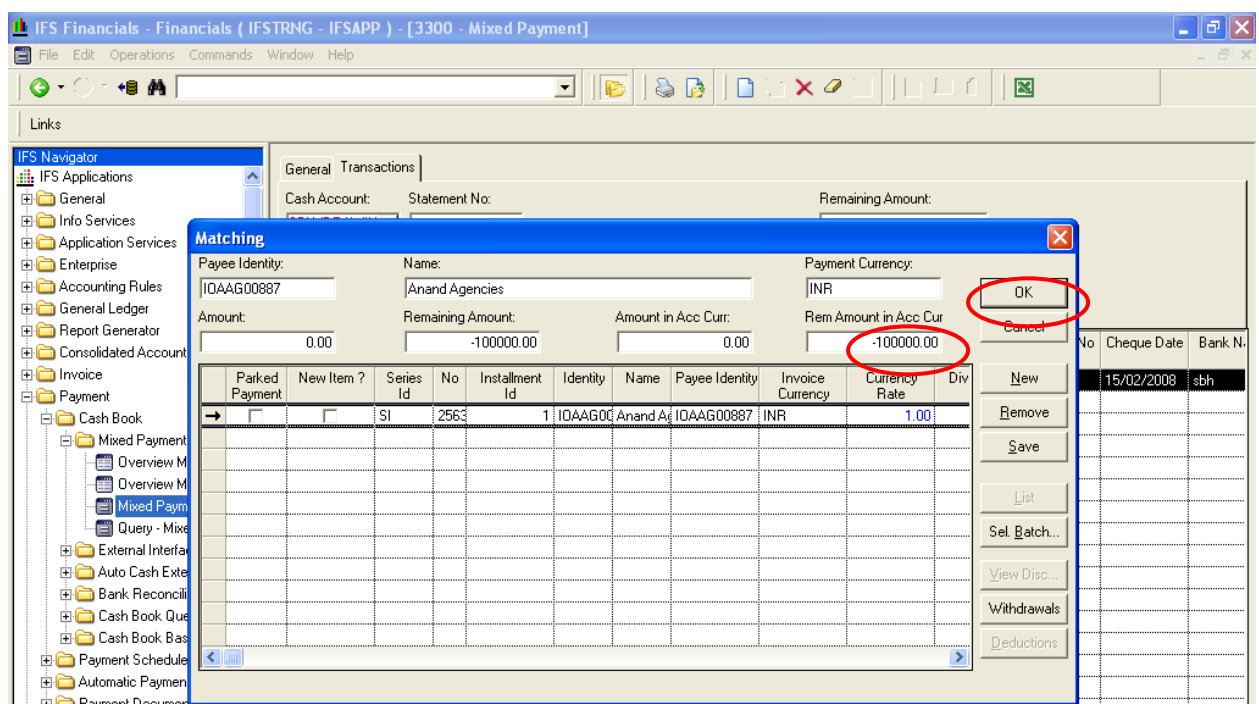
- 12) Then system will display all the passed and authorized invoices of selected supplier.



- 13) Select the Invoice / Invoices against which payment is to be made using control button if necessary.

- 14) Click on OK

- 15) Then system will drag on to the “Matching” Screen.



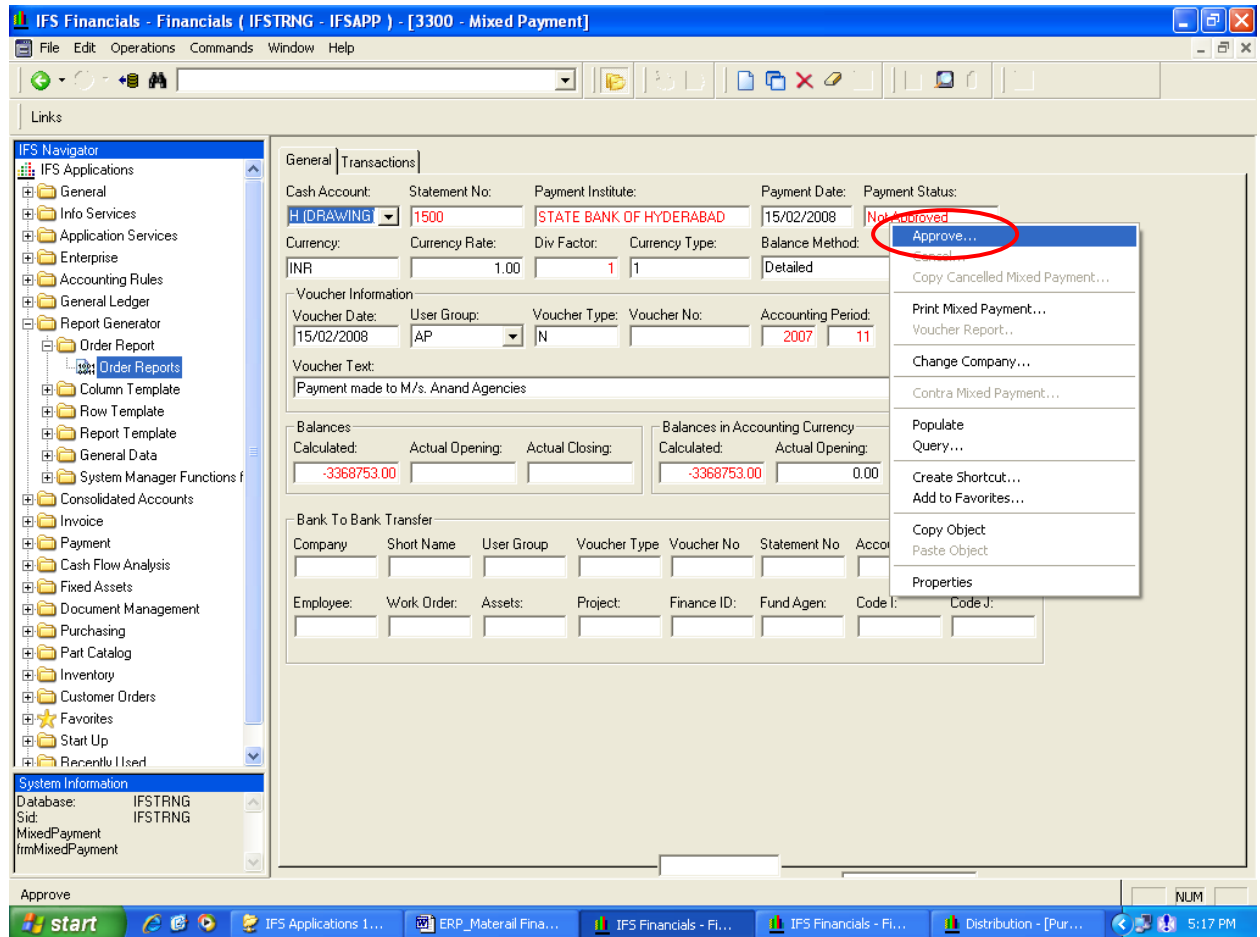
- 16) Copy the amount shown in “Rem amount in Acc cur” Field Click on OK.

17) Then paste the amount with a negative sign in the amount field of line.

18) Click on Save or press 'F12'.

19) Now the transaction will be in Not Approved Status.

20) To approve the transaction go to general Tab, Do RMB on the Right hand Side of Screen, Click on approve.



21) Now the system will generate 'N' type of Voucher.

We can view and get printed Voucher Report by doing following steps.

- Do RMB on the Right hand side of General Tab Screen.
- Click on voucher Report.
- Click on preview.
- Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.

SUPPLIER ADVANCE PAYMENTS:-

PATH : - Payment / Manual Payment / Supplier Payment / Supplier Payment.

- 1) Click on New or Press 'F5' in General TAB and Check up the payment Date.
- 2) Select the Cash account "Drawing Account" from LOV.
- 3) Enter cheque Number
- 4) Go to the line Items and click on New or Press 'F5'.
- 5) Enter the amount to be paid to the supplier in payment Amount column. Here there is no need to assign any sign. As the screen itself is supplier payment. Now the screen will be appear as follows.

- 6) Now go to the transaction tab.
- 7) Click New or press 'F5'
- 8) Click on New Payment on Account check Box.
- 9) In the Identity Field, Select the SupplierID to whom Advance payment is to be made.
- 10) In the amount Field enter the amount. Here no need to assign and sign.
- 11) Now check up the amount on "Total Balance in Account Currency". It should be "Zero".

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Payment]

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 - Supplier Automatic Of
 - Supplier Rollbacks
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 - AR Queries and Reports
 - AP Queries and Reports
 - Multi Company AR Queries a
 - Multi Company AP Queries a

System Information

Database: IFSTRNG
Sid: IFSTRNG
IntercompanyTransaction
tblIntercompanyTransaction

General Transactions Deductions References

Payment Currency: INR Remaining Amount in Payment Currency: 0.00 Total Balance in Accounting Currency: 0.00

Company	New Payment On Account	Parked Payment	Amount	Bank Transaction Code	Pre Posting	Identity	Name	Currency	Currency Rate	Div Factor
3300	<input checked="" type="checkbox"/>	<input type="checkbox"/>	15000.00		<input type="checkbox"/>	IOAAG00887	Anand Agenc	INR	1	1

- 12) Click on Save or press 'F12'.
- 13) Now the system will generate 'U' Type of Voucher.

We can view and get printed Voucher Report by doing following steps.

- a) Do RMB on the Right hand side of General Tab Screen.
- b) Click on voucher Report.
- d) Click on preview.
- e) Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.

CLEARANCE OF ADVANCE PAYMENT (SUPPLIER OFFSET)

To clear the Advance payment, at first instance we have to process the supplier Invoice as explained in passing of supplier Bill.

After processing Invoice the following steps is to be carried out for clearance of Advance payment.

PATH :- Payment / Manual Payment / Supplier Payment/ Supplier offset.

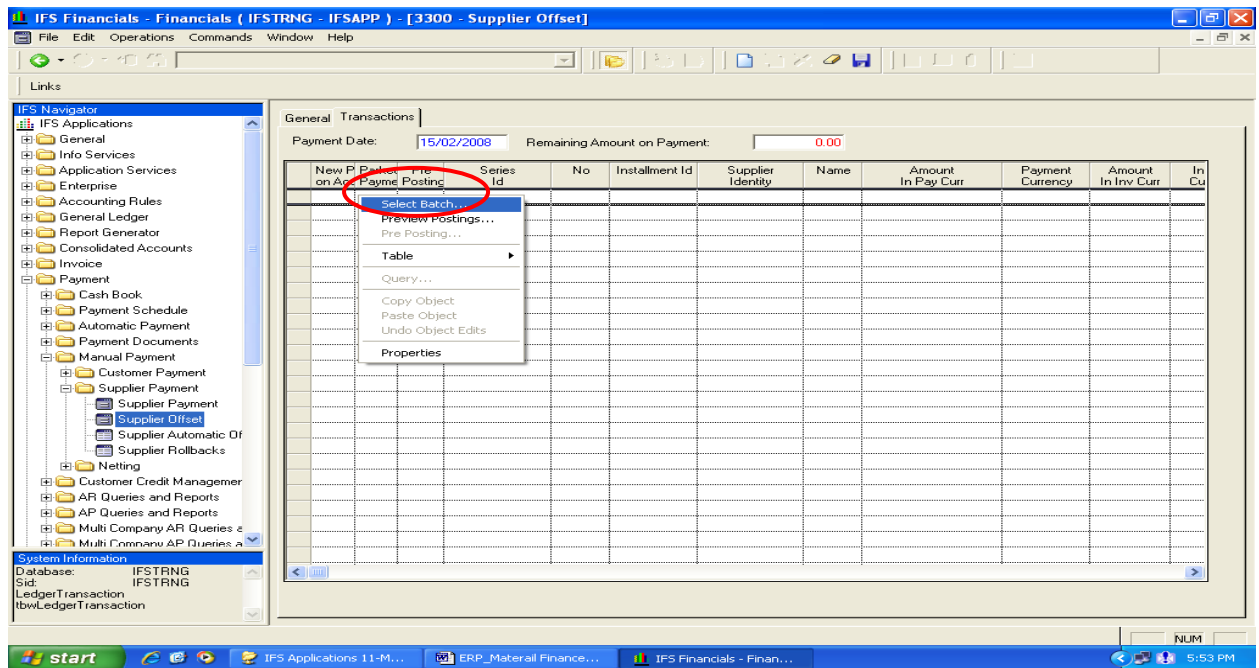
The screenshot shows the IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Offset] window. The 'General' tab is active, displaying fields for Payment Date, Voucher Date, Period, User Group, Voucher Type, and Curr Rate Type. The 'Payment Amount' section includes Cash Account, Cash Currency, Payment Currency, Cash Amount, Rate, and Amount In Acc Curr. The 'Bank Fee' section includes Fee In Pay Curr, Value In Acc, Fee In Acc Curr, and Cash Account. The 'Payment Date' field is highlighted with a red circle.

1) Click on New or press ' F5'

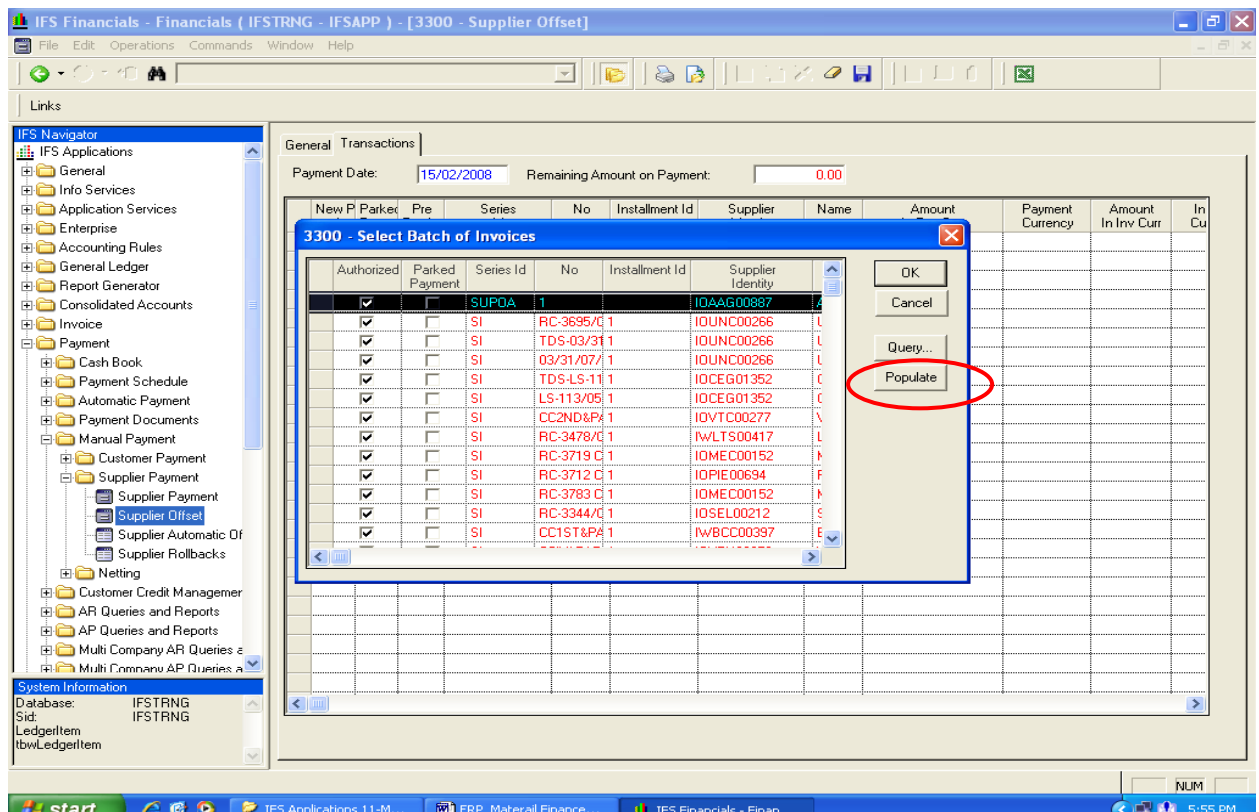
2) Enter the payment date in general TAB

The screenshot shows the IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Offset] window. The 'Payment Date' field is now populated with '15/02/2008' and is highlighted with a red circle. Other fields like Voucher Date, Period, User Group, Voucher Type, and Curr Rate Type are also visible.

3) Go to Transaction TAB, Do RMB on the empty row click on select Batch.



- 4) Then system will drag on to the window called select batch of Invoices. On clicking the populate button of this screen, the system will display all the Advance payments and pending supplier invoices.



- 5) Query with the supplier ID. Then system will display the invoices of selected supplier.

- 6) Select the Advance payment row and supplier Invoice which we want to set off.
Click on OK.

General Transactions

Payment Date: 15/02/2008 Remaining Amount on Payment: 0.00

3300 - Select Batch of Invoices

Name	Due Date	Status Id	Currency	Full Amount	Open Amount	R
Anand Ape	15/02/2008	NORMAL	INR	-15000.00	-15000.00	
Anand Ape	15/05/2008	NORMAL	INR	15000.00	15000.00	
Anand Ape	15/05/2008	NORMAL	INR	100000.00	100000.00	

Buttons: OK, Cancel, Query... (circled), Populate

- 7) Then selected rows will be carried out by the system in transaction rows. Check the remaining amount Field should be "ZERO". Here in the transaction TAB window, there is an option to edit the invoice open amount as well advance paid amount in "Amount in Pay curr column". So that we can adjust either actual invoice amount or advance paid amount to pair off the advance payment to the extent of invoice passed or advance paid as the case may be.

General Transactions

Payment Date: 15/02/2008 Remaining Amount on Payment: 0.00

New P	Parker	on Acc	Payme	Posting	Series Id	No	Installment Id	Supplier Identity	Name	Amount In Pay Curr	Payment Currency	Amount In Inv Curr	In Cu
→					SUP0A	1		10AAG00887	Anand Ape	-15000.00	INR	-15000.00	INR
→					SI	25468	1	10AAG00887	Anand Ape	15000.00	INR	15000.00	INR

8) Click on Save or Press 'F12'. Then the system will generate 'U' Type Voucher.

We can view and get printed Voucher Report by doing following steps.

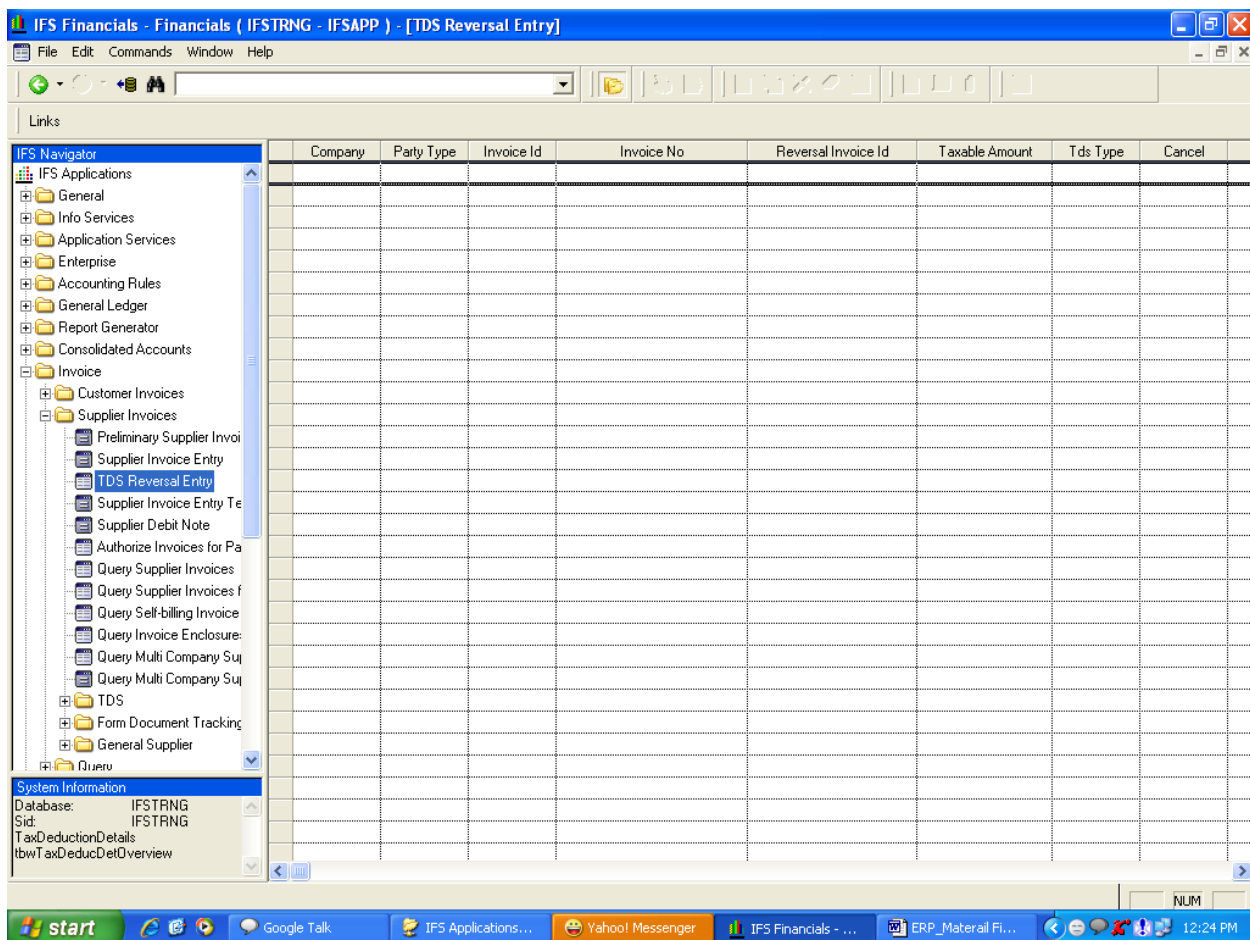
- a) Go to Voucher Entry screen, Query with the voucher No and Voucher Type**
- b) Do RMB on the Right hand side of Voucher Entry Screen.**
- c) Click on voucher Report.**
- d) Click on preview.**
- e) Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.**

REFUND OF SD, RETENTION AND PENALTIES RECOVERED FROM THE SUPPLIER/ CONTRACTOR INVOICE:-

You are aware that the system will generate a separate Invoice for the deductions effected while processing Supplier Invoice. This Invoice No. will be original Invoice No with prefix as TDS.

We have to follow the following steps while refund of SD, retention and penalties recovered from the Supplier Invoice.

PATH: - Invoice/ Supplier Invoices/ TDS Reversal entry. The screen will be appearing as follows.



- 1) Click on Populate or Press “F2”. The system will display all the deduction particulars made earlier through the Supplier Invoice Entry.
- 2) Query with the company ID by using query dialogue Box or “F3”. Then system will display all the deduction particulars made earlier through the Supplier Invoice Entry related to selected company. The screen will be as follows.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [TDS Reversal Entry]

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 - Supplier Invoices
 - Preliminary Supplier Invoice
 - Supplier Invoice Entry
 - TDS Reversal Entry**
 - Supplier Invoice Entry Template
 - Supplier Debit Note
 - Authorize Invoices for Payment
 - Query Supplier Invoices
 - Query Supplier Invoices for Self-billing
 - Query Self-billing Invoice
 - Query Invoice Enclosure
 - Query Multi Company Supplier
 - Query Multi Company Supplier
 - TDS
 - Form Document Tracking
 - General Supplier
- System Information

Company	Party Type	Invoice Id	Invoice No	Reversal Invoice Id	Taxable Amount	Tds Type	Cancel
3300	Supplier	165	FIRST & FINAL/PO-41		2041	194(C)	<input type="checkbox"/>
3300	Supplier	165	FIRST & FINAL/PO-41		3637	WCTJ	<input type="checkbox"/>
3300	Supplier	165	FIRST & FINAL/PO-41		1371	SENIORAGE	<input type="checkbox"/>
3300	Supplier	165	FIRST & FINAL/PO-41	RM-41	6820	RM (CAP)	<input checked="" type="checkbox"/>
3300	Supplier	165	FIRST & FINAL/PO-41		7565	SD (CAP)	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1/06		18114	194(C)	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1/06		80721	RM (CAP)	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1/06		32288	WCTJ	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		9389	194(C)	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		41841	RM (CAP)	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		16736	WCTJ	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		23473	SENIORAGE	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		7414	194(C)	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		33037	RM (CAP)	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		13215	WCTJ	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		54178	SENIORAGE	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		53285	RM (CAP)	<input type="checkbox"/>
3300	Supplier	490	LS-55/06-07/CCI & FINAL/06		1018	RM (CAP)	<input type="checkbox"/>
3300	Supplier	490	LS-55/06-07/CCI & FINAL/06		305	194(C)	<input type="checkbox"/>
3300	Supplier	490	LS-55/06-07/CCI & FINAL/06		543	WCTJ	<input type="checkbox"/>
3300	Supplier	490	LS-55/06-07/CCI & FINAL/06		500	SD (CAP)	<input type="checkbox"/>
3300	Supplier	491	RC-3773/CC1ST&PART/06		10005	RM (CAP)	<input type="checkbox"/>
3300	Supplier	491	RC-3773/CC1ST&PART/06		2245	194(C)	<input type="checkbox"/>
3300	Supplier	491	RC-3773/CC1ST&PART/06		4002	WCTJ	<input type="checkbox"/>
3300	Supplier	492	RC-3687/CC2 CIVIL/06		264341	RM (CAP)	<input type="checkbox"/>
3300	Supplier	492	RC-3687/CC2 CIVIL/06		61648	SENIORAGE	<input type="checkbox"/>
3300	Supplier	492	RC-3687/CC2 CIVIL/06		50	BC	<input type="checkbox"/>
3300	Supplier	492	RC-3687/CC2 CIVIL/06		59318	194(C)	<input type="checkbox"/>
3300	Supplier	492	RC-3687/CC2 CIVIL/06		105736	WCTJ	<input type="checkbox"/>

3) Now select the row of particular deduction which is going to be refunded, Do RMB click on Create Reverse Deduction Entry.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [TDS Reversal Entry]

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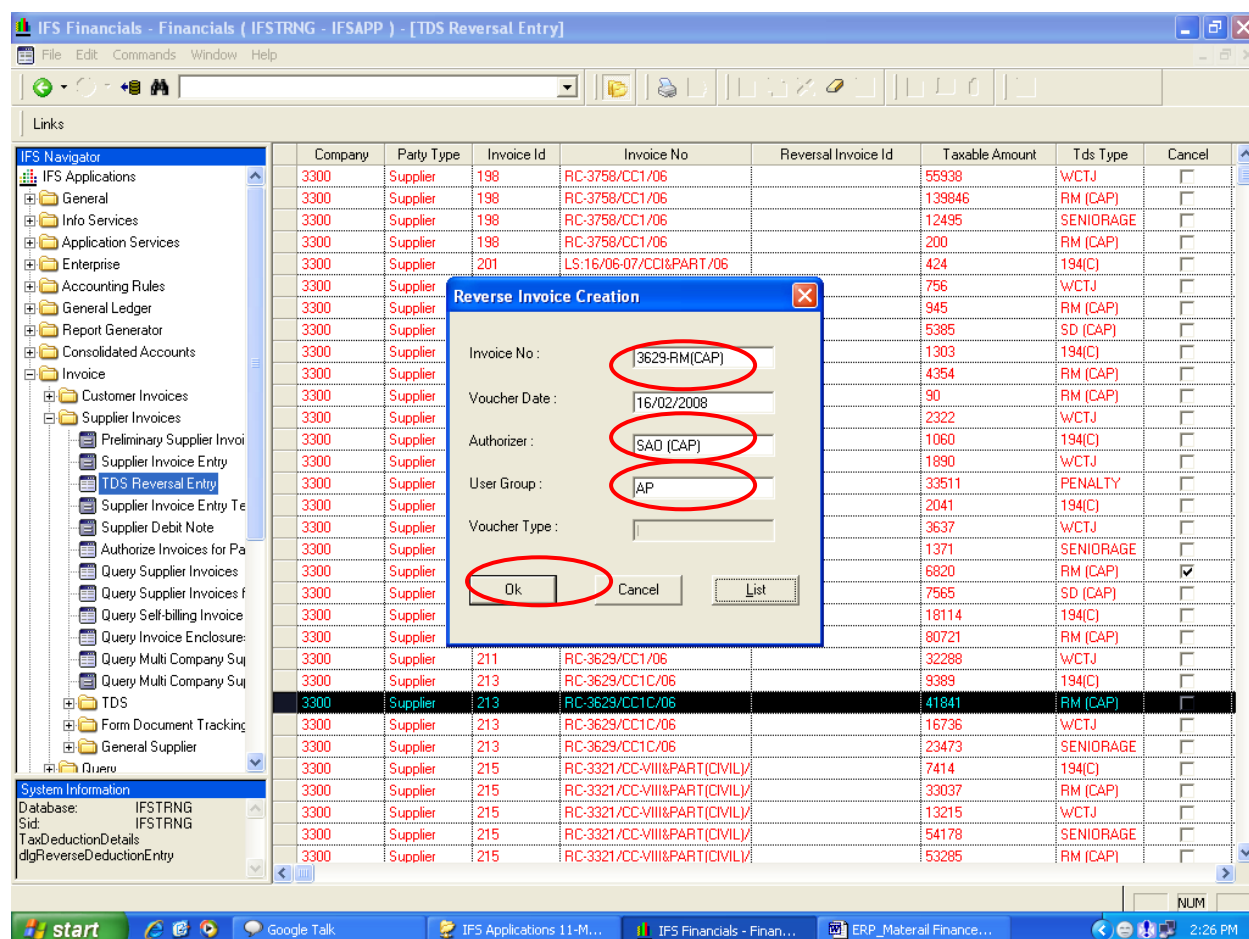
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Company	Party Type	Invoice Id	Invoice No	Reversal Invoice Id	Taxable Amount	Tds Type	Cancel
3300	Supplier	198	RC-3758/CC1/06		55938	WCTJ	<input type="checkbox"/>
3300	Supplier	198	RC-3758/CC1/06		139846	RM (CAP)	<input type="checkbox"/>
3300	Supplier	198	RC-3758/CC1/06		12495	SENIORAGE	<input type="checkbox"/>
3300	Supplier	198	RC-3758/CC1/06		200	RM (CAP)	<input type="checkbox"/>
3300	Supplier	201	LS-16/06-07/CCI&PART/06		424	194(C)	<input type="checkbox"/>
3300	Supplier	201	LS-16/06-07/CCI&PART/06		756	WCTJ	<input type="checkbox"/>
3300	Supplier	201	LS-16/06-07/CCI&PART/06		945	RM (CAP)	<input type="checkbox"/>
3300	Supplier	275	CCI & FINAL		5385	SD (CAP)	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		1303	194(C)	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		4354	RM (CAP)	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		90	RM (CAP)	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		2322	WCTJ	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		1060	194(C)	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		1890	WCTJ	<input type="checkbox"/>
3300	Supplier	277	CCIII & FINAL		33511	PENALTY	<input type="checkbox"/>
3300	Supplier	215	FIRST & FINAL/PO-41		2041	194(C)	<input type="checkbox"/>
3300	Supplier	215	FIRST & FINAL/PO-41		3637	WCTJ	<input type="checkbox"/>
3300	Supplier	215	FIRST & FINAL/PO-41		1371	SENIORAGE	<input type="checkbox"/>
3300	Supplier	215	FIRST & FINAL/PO-41	RM-41	6820	RM (CAP)	<input checked="" type="checkbox"/>
3300	Supplier	215	FIRST & FINAL/PO-41		7565	SD (CAP)	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1/06		18114	194(C)	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1/06		80721	RM (CAP)	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1/06		32288	WCTJ	<input type="checkbox"/>
3300	Supplier	211	RC-3629/CC1C/06		9389	194(C)	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		41841	RM (CAP)	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		16736	WCTJ	<input type="checkbox"/>
3300	Supplier	213	RC-3629/CC1C/06		23473	SENIORAGE	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		7414	194(C)	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		33037	RM (CAP)	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		13215	WCTJ	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		54178	SENIORAGE	<input type="checkbox"/>
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		53285	RM (CAP)	<input type="checkbox"/>

Database: IFSTRNG
Sid: IFSTRNG
TaxDeductionDetails
tbwTaxDeductionOverview

- 4) Now the system will drag on to another small window called “Reverse Invoice Creation”. In this screen the user has to assign invoice number (new invoice will be created by the system for refund). While assigning the invoice number, the user has to assign the new number so that he could recollect the invoice number very easily. For instance to refund the Retention amount against PO. No.3629, if user assigns new invoice number as “3629-RM (CAP)”, it will be easy to the user to recollect the invoice number.
- 5) Select the authorizer from List Button. Here authorizer should be the authorizer which was selected while processing main supplier invoice.
- 6) Select the user group from List Button. Now the screen will be appeared as follows.



- 7) Click on ok. Then the system will create one new invoice with number as “3629-RM(CAP)” which will be in posted status. We can notice this invoice number in the column of Reversal Invoice ID. Here the system has reversed the earlier deduction by debiting the retention account and crediting supplier account.

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Company	Party Type	Invoice Id	Invoice No	Reversal Invoice Id	Taxable Amount	Tds Type	Cancel
3300	Supplier	198	RC-3758/CC1/06		55938	WCTJ	
3300	Supplier	198	RC-3758/CC1/06		139846	RM (CAP)	
3300	Supplier	198	RC-3758/CC1/06		12495	SENIORAGE	
3300	Supplier	198	RC-3758/CC1/06		200	RM (CAP)	
3300	Supplier	201	LS-16/06-07/CCI&PART/06		424	194(C)	
3300	Supplier	201	LS-16/06-07/CCI&PART/06		756	WCTJ	
3300	Supplier	201	LS-16/06-07/CCI&PART/06		945	RM (CAP)	
3300	Supplier	275	CCI I & FINAL		5385	SD (CAP)	
3300	Supplier	277	CCIII & FINAL		1303	194(C)	
3300	Supplier	277	CCIII & FINAL		4354	RM (CAP)	
3300	Supplier	277	CCIII & FINAL		90	RM (CAP)	
3300	Supplier	277	CCIII & FINAL		2322	WCTJ	
3300	Supplier	279	5TH & FINAL		1060	194(C)	
3300	Supplier	279	5TH & FINAL		1890	WCTJ	
3300	Supplier	279	5TH & FINAL		33511	PENALTY	
3300	Supplier	165	FIRST & FINAL/PO-41		2041	194(C)	
3300	Supplier	165	FIRST & FINAL/PO-41		3637	WCTJ	
3300	Supplier	165	FIRST & FINAL/PO-41		1371	SENIORAGE	
3300	Supplier	165	FIRST & FINAL/PO-41	RM-41	6820	RM (CAP)	
3300	Supplier	165	FIRST & FINAL/PO-41		7565	SD (CAP)	
3300	Supplier	211	RC-3629/CC1/06		18114	194(C)	
3300	Supplier	211	RC-3629/CC1/06		80721	RM (CAP)	
3300	Supplier	211	RC-3629/CC1/06		32288	WCTJ	
3300	Supplier	213	RC-3629/CC1C/06		9389	194(C)	
3300	Supplier	213	RC-3629/CC1C/06	3629-RM(CAP)	41841	RM (CAP)	
3300	Supplier	213	RC-3629/CC1C/06		16736	WCTJ	
3300	Supplier	213	RC-3629/CC1C/06		23473	SENIORAGE	
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		7414	194(C)	
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		33037	RM (CAP)	
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		13215	WCTJ	
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		54178	SENIORAGE	
3300	Supplier	215	RC-3321/CC-VIII&PART(CIVIL)/		53285	RM (CAP)	

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8) Now go the Supplier Invoice Entry screen (Invoice/Supplier Invoice / Supplier Invoice Entry). Query with the invoice number. Then system will display the Refund invoice which is in posted status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Supplier Invoice Entry - SI 3629-RM(CAP)]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
TaxDeductionDetails
tbwTaxDeducDetOverview

You. Date: 16/02/2008 Period: 2007 11 User Group: AP You. Type: I You. No:

PO Ref: Supplier: Name: State: Gross Amount: 41841.00 TDS Amount: 0.00

Invoice Identity: Currency: Currency Rate: Net Amount: 41841.00 Net Of TDS: 41841

Invoice Date: 16/02/2008 Invoice Date: 16/02/2008 Pay. Term Base Date: 16/05/2008 Payment Terms: 100% Payment after 90 days Due Date: 16/05/2008 Plan. Pay Date: 16/05/2008

Vou. Type Ref: Vou. No Ref: Vou. Date Ref: Preposting Deductions Applicable Ld Applicable Tower Variance

Line Information

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method	Gross Amount	Net Amount	Tax Amou
1		N			0	No VAT	41841	41841.00	

Posting Information

Balance: 0.00 Balance in Acc Curr: 0.00 Voucher Text: Indian Air Force

Code Part:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Work Order	Scheme Code	Amount in Acc Curr	Employee
	3300	046.104	41841.00	MANUAL			41841.00	

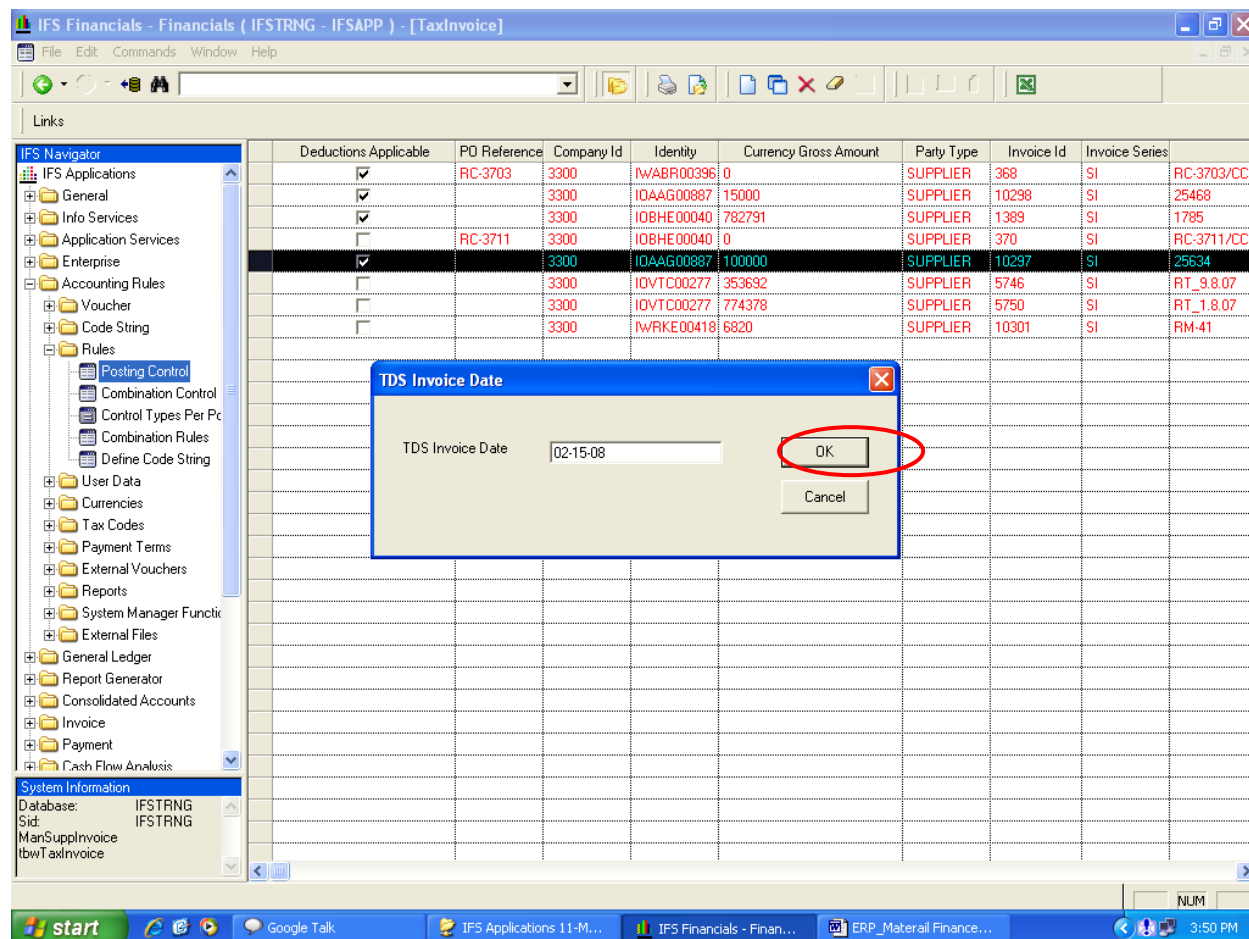
- 9) Now we have to authorize this invoice to make payment duly following the steps explained in **“AUTHORIZE SUPPLIER INVOICES FOR PAYMENT”**.
- 10) Now we have to make payment against this invoice duly following the steps explained in **“Payment against supplier Invoice”**.
- 11) If there are any other deductions to be made from refund of S.D, Retention and Penalties, we can deduct the same by following the deduction steps explained in **“Passing of Work / Supply Bills against Purchase Order”**(supplier Invoice processing vide step No.11 and 12.).
- 12) Now Go to Invoice/Supplier Invoice/TDS/Tax Invoice. The screen will be as follows.

Deductions Applicable	PO Reference	Company Id	Identity	Currency Gross Amount	Party Type	Invoice Id	Invoice Series
<input checked="" type="checkbox"/>		3300	IQAAG00887	100000	SUPPLIER	10310	SI 23546
<input checked="" type="checkbox"/>		3300	IOSHC00222	41841	SUPPLIER	10308	SI 3629-RM(CAP
<input checked="" type="checkbox"/>	RC-3703	3300	IWABR00396	0	SUPPLIER	368	SI RC-3703/CC1
<input checked="" type="checkbox"/>	RC-3711	3300	IOBHE00040	0	SUPPLIER	370	SI RC-3711/CC1
<input type="checkbox"/>		3300	IQAAG00887	100000	SUPPLIER	10297	SI 25634
<input checked="" type="checkbox"/>		3300	IQAAG00887	15000	SUPPLIER	10298	SI 25468
<input type="checkbox"/>		3300	IOBHE00040	782791	SUPPLIER	1389	SI 1785
<input type="checkbox"/>		3300	IOVTC00277	353692	SUPPLIER	5746	SI RT_9.8.07
<input type="checkbox"/>		3300	IOVTC00277	774378	SUPPLIER	5750	SI RT_1.8.07
<input type="checkbox"/>		3300	IWRKE00418	6820	SUPPLIER	10301	SI RM-41

- 13) Select the row of invoice, DO RMB click on **“Post Deductions”**.

Deductions Applicable	PO Reference	Company Id	Identity	Currency Gross Amount	Party Type	Invoice Id	Invoice Series
<input checked="" type="checkbox"/>		3300	IQAAG00887	100000	SUPPLIER	10310	SI 23546
<input checked="" type="checkbox"/>		3300	IOSHC00222	41841	SUPPLIER	10308	SI 3629-RM(CAP
<input checked="" type="checkbox"/>	RC-3703	3300	IWABR00396	0	SUPPLIER	368	SI RC-3703/CC1
<input checked="" type="checkbox"/>	RC-3711	3300	IOBHE00040	0	SUPPLIER	370	SI RC-3711/CC1
<input type="checkbox"/>		3300	IQAAG00887	100000	SUPPLIER	10297	SI 25634
<input checked="" type="checkbox"/>		3300	IQAAG00887	15000	SUPPLIER	10298	SI 25468
<input type="checkbox"/>		3300	IOBHE00040	782791	SUPPLIER	1389	SI 1785
<input type="checkbox"/>		3300	IOVTC00277	353692	SUPPLIER	5746	SI RT_9.8.07
<input type="checkbox"/>		3300	IOVTC00277	774378	SUPPLIER	5750	SI RT_1.8.07
<input type="checkbox"/>		3300	IWRKE00418	6820	SUPPLIER	10301	SI RM-41

- 14) Now the system will drag on to another small window called “TDS Invoice Date” where we have to click on Ok. The system will give message as TDS Invoice ID.**



- 15) Now the system will effect the deductions by creating one new TDS Invoice for fresh recovery and the open amount against the refund invoice will be reduced to that extent and we can make the payment of balance amount duly following the steps explained in “Payment against supplier Invoice”.**

We can view and get printed Voucher Report by doing following steps.

- Go to Voucher Entry screen, Query with the voucher No and Voucher Type**
- Do RMB on the Right hand side of Voucher Entry Screen.**
- Click on voucher Report.**
- Click on preview.**

Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.

REMITTANCE OF TDS AMOUNTS (IT,VAT, ENTRY TAX ETC.,) TO THE CONCERNED STATUTORY AUTHORITY :-

You are aware that the system will generate a separate Invoice for the deductions effected while processing Supplier Invoice. This Invoice No. will be original Invoice No with prefix on TDS.

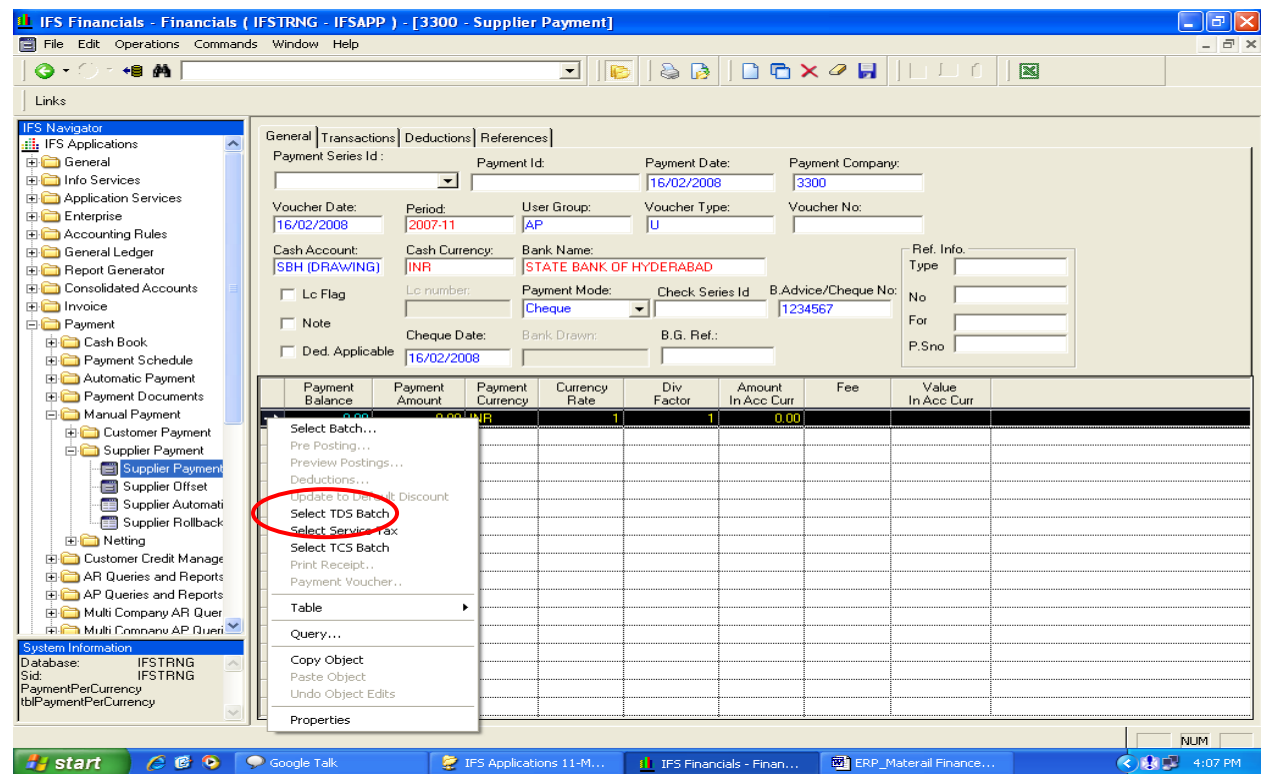
We have to follow the following steps for remittance of TDS amounts the concerned authorities.

PATH : - Payment / Manual Payment / Supplier Payment / Supplier Payment. The Screen will be as follows.

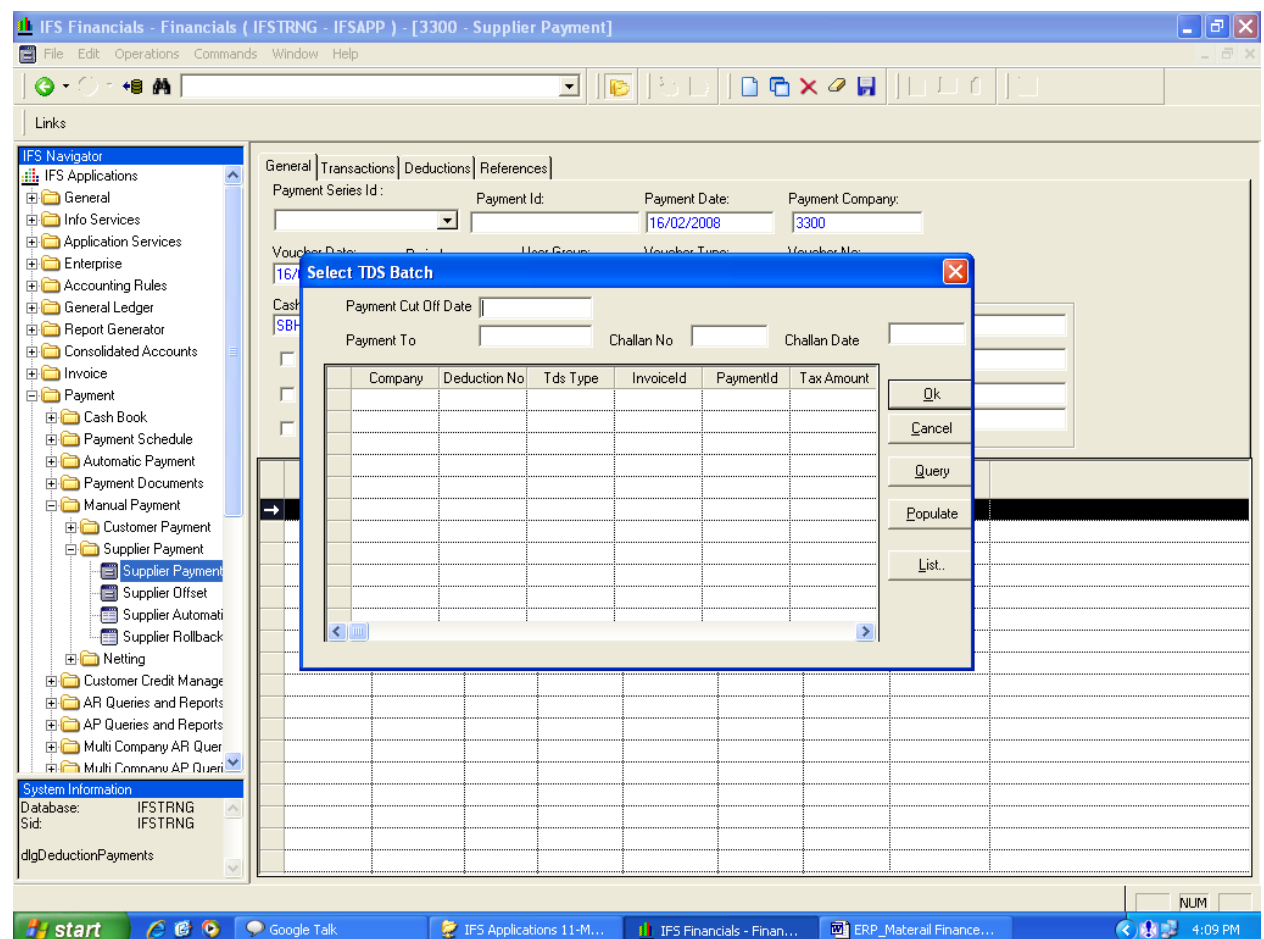
[illegible]

- 1) Click on New or Press ‘F5’ in general TAB, verify the date.**
- 2) Select the cash Account “Drawing Account” from LOV or F8.**
- 3) Enter the Cheque Number.**
- 4) Go to the Line items and click on New or press ‘F5’.**
- 5) Put the Amount as “ZERO’ in payment amount column.**
- 6) Select the line, Do RMB and click on select TDS Batch.**

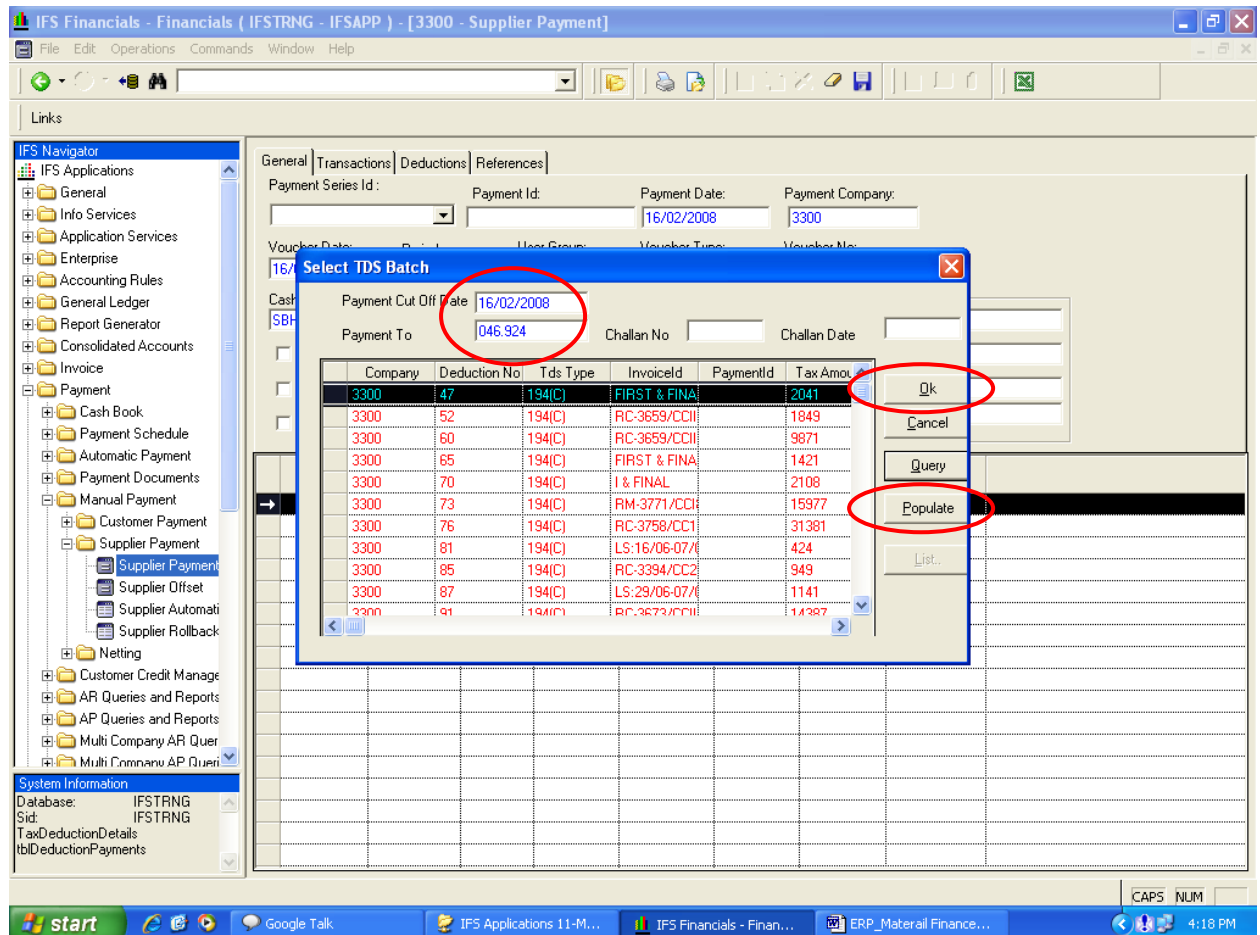
IFS Applications Finance Module Activity Wise Course Material



7) System will drag on to another window called “Select TDS Batch”.



- 8) Enter the payment cut off date.
- 9) Enter the payment to Field by selecting from the list Button i.e. IT, WCT etc.,(046.924, 046.926 etc.)
- 10) Click on Populate. Then system will display all the deductions made from the supplier Invoices (TDS Invoices). From this list we have to select the TDS Invoice/Invoices which is going to be refunded using query dialogue Box or using control Key.



- 11) Click on OK.
- 12) Then system will copy the amount to the payment Balance column.
- 13) Enter the amount shown in payment Balance column in payment amount column. Ensure that the payment Balance column should become "ZERO".

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System Information

Database: IFSTRNG
Sid: IFSTRNG
PaymentPerCurrency
tblPaymentPerCurrency

General Transactions Deductions References

Payment Series Id: Payment Id: Payment Date: Payment Company:

Voucher Date: Period: User Group: Voucher Type: Voucher No:

Cash Account: Cash Currency: Bank Name: Ref. Info:

SBH (DRAWING) INR STATE BANK OF HYDERABAD Type

☐ Lc Flag Lc number: Payment Mode: Check Series Id B.Advice/Cheque No:

☐ Note Cheque Date: Bank Drawn: B.G. Ref.: No

☐ Ded. Applicable 16/02/2008 P.Sno

Payment Balance	Payment Amount	Payment Currency	Currency Rate	Div Factor	Amount In Acc Curr	Fee	Value In Acc Curr
0.00	67162.00	INR	1	1	67162.00		

CAPS NUM

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14) Clicks on SAVE; Now System will generate a “U” Type Voucher.

We can view and get printed Voucher Report by doing following steps.

- Do RMB on the Right hand side of General Tab Screen.
- Click on voucher Report.
- Click on preview.
- Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.

CANCELLATION OF INVOICE:-

In IFS Applications, the states of the Invoice are ' 5 ' five types. They are

- 1) Preliminary
- 2) Posted
- 3) Posted authorized
- 4) Partly paid and posted
- 5) Paid posted

The cancellation of Invoice depends upon the status of Invoice.

Preliminary, posted and posted authorized :- when the Invoice is in preliminary , posted and posted authorized status you are aware that “NO PAYMENT” made against the Invoice. Hence, cancellation of the Invoice which is in these statuses is easier.

PATH: - Invoice / Supplier Invoice/ Supplier invoice Entry

- 1) Select the Invoice which you want to cancel using query dialogue Box or press “F3”.

The screenshot shows the 'Supplier Invoice Entry' form in IFS Applications. The 'State' field is highlighted with a red circle and contains the value 'PostedAuth'. The 'Line Information' table shows the following data:

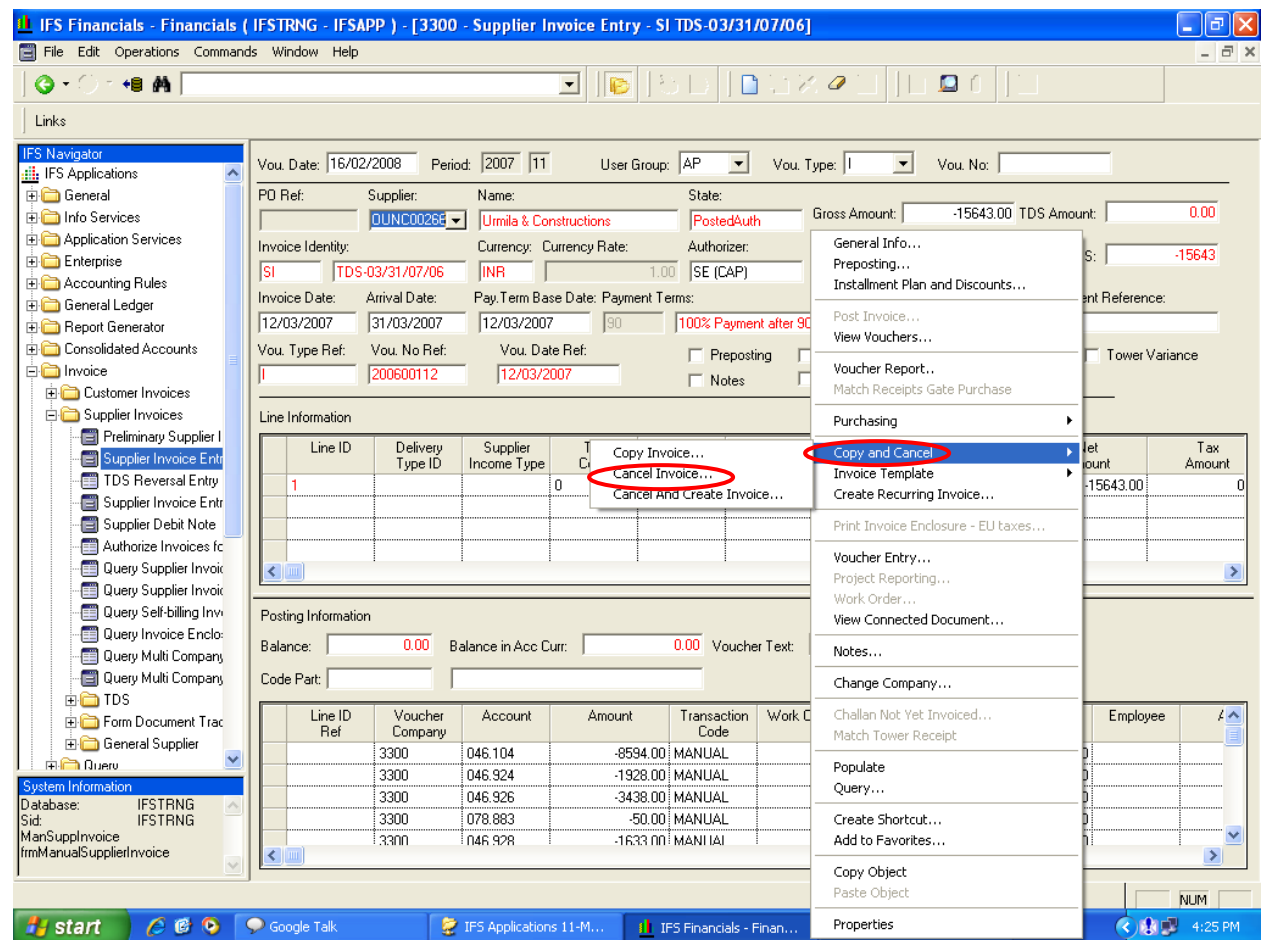
Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method	Gross Amount	Net Amount	Tax Amount
1			0		0	Invoice Entry	-15643.00	-15643.00	0

The 'Posting Information' table shows the following data:

Line ID Ref	Voucher Company	Account	Amount	Transaction Code	Work Order	Scheme Code	Amount in Acc Curr	Employee
3300	046.104	-8594.00	MANUAL			-8594.00		
3300	046.924	-1928.00	MANUAL			-1928.00		
3300	046.926	-3438.00	MANUAL			-3438.00		
3300	078.883	-50.00	MANUAL			-50.00		
3300	046.928	-1633.00	MANUAL			-1633.00		

- 2) Do RMB on the header of Invoice at right hand side, move the cursor to the copy and cancel and click on cancel Invoice.

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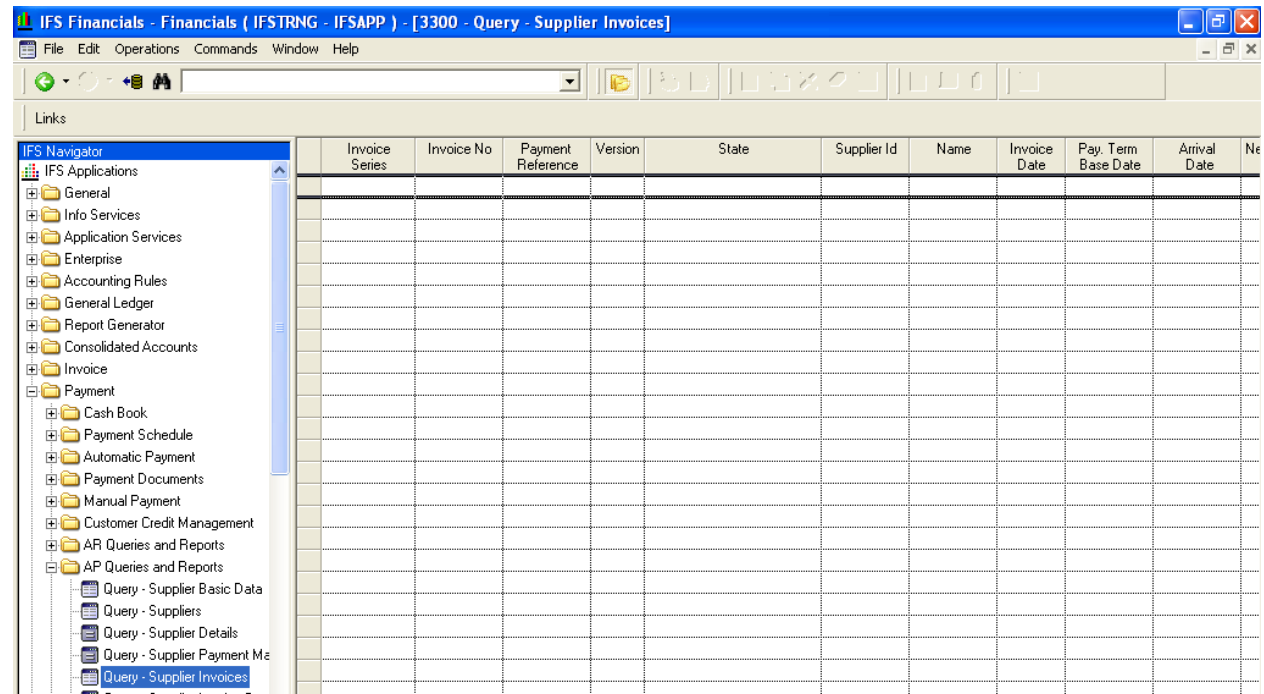
- 3) The system will cancel the Invoice which is in these status. The Invoice will disappear from the screen.

PARTLY PAID AND PAID POSTED STATUS

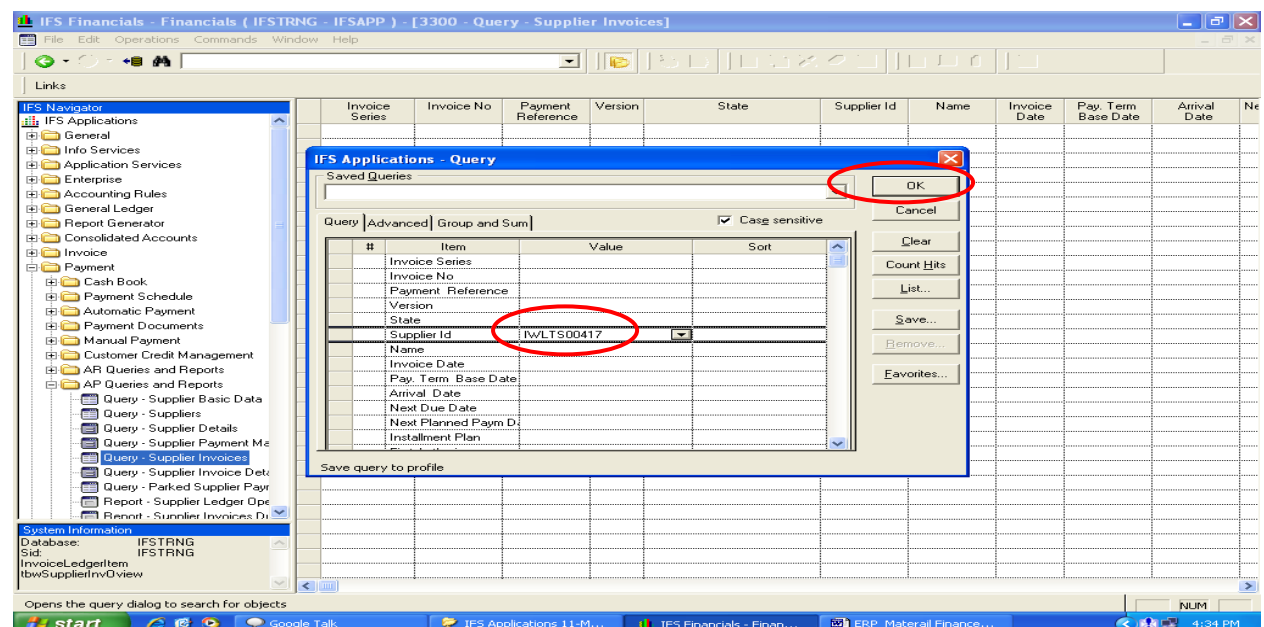
These statuses imply that there are certain payments already made against the Invoice. If we want to cancel this type of Invoice first we have to cancel the payments and then Invoice.

Cancellation of Payments against Invoice:-

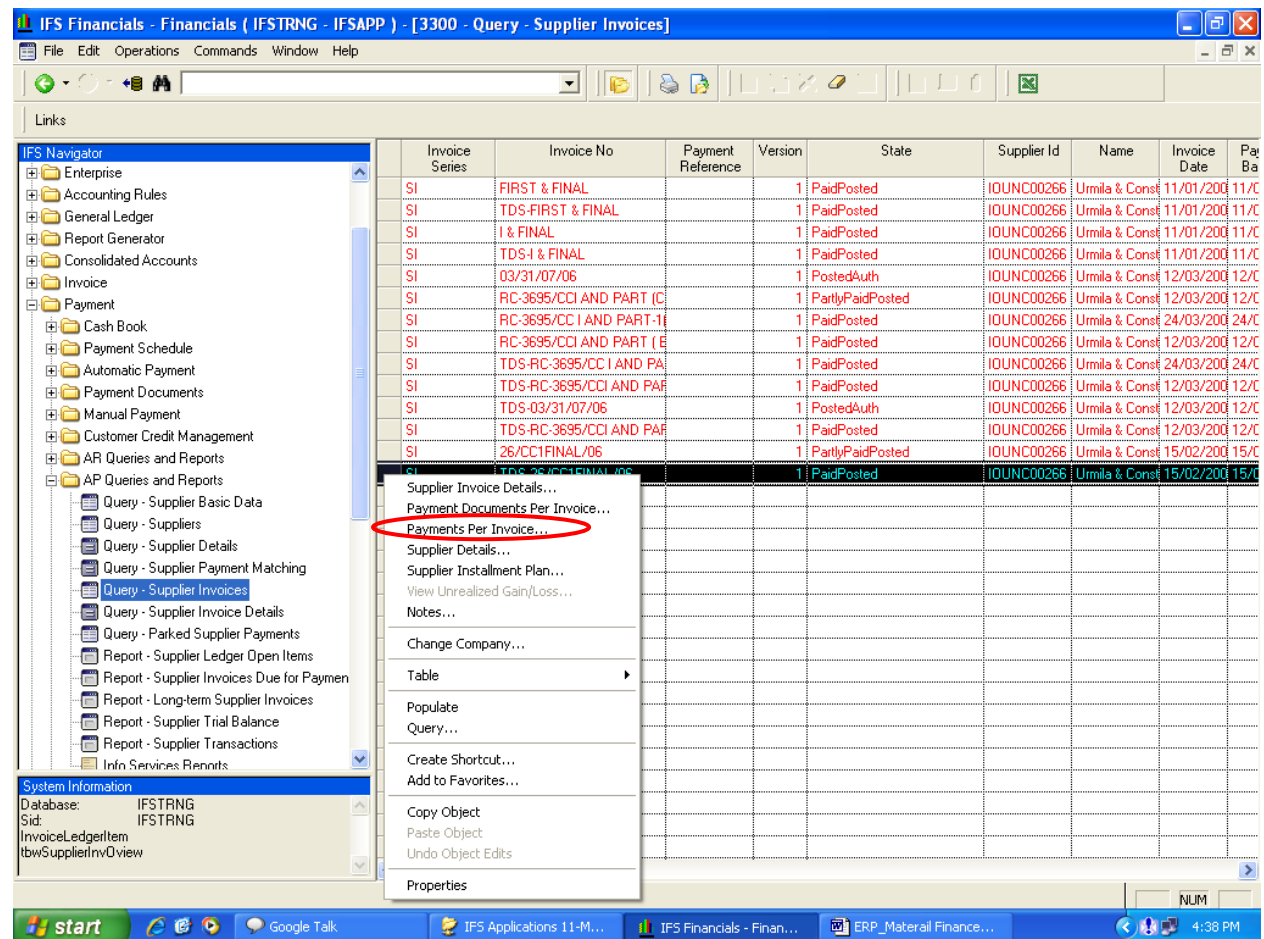
PATH: - Payment / AP queries and Reports / Query Supplier Invoice.



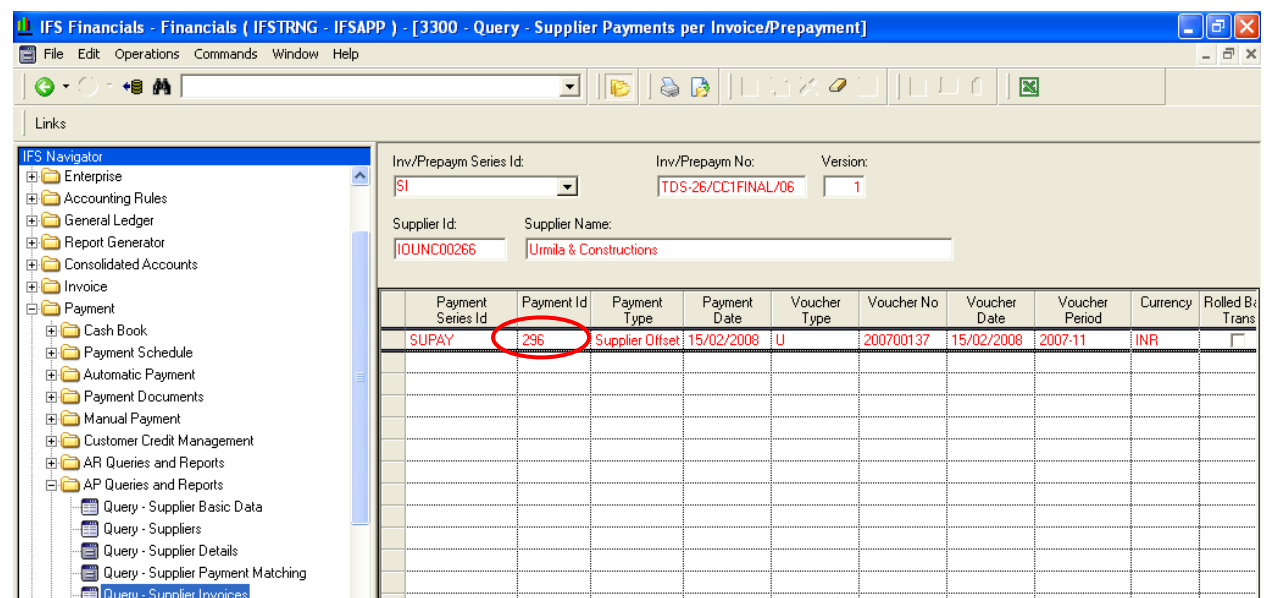
- 1) Click on query Dialogue Box or Press ' F3'
- 2) Select the Supplier ID from list.
- 3) Click on OK.



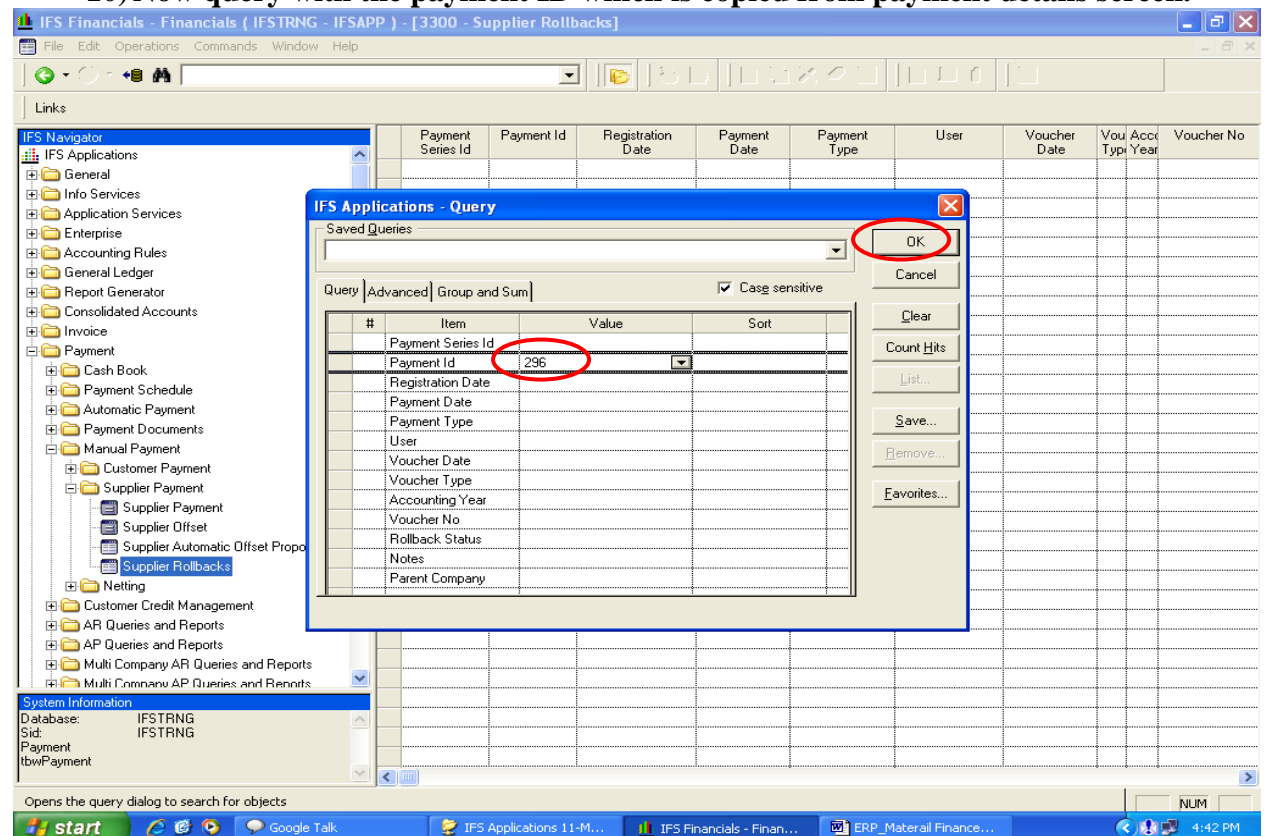
- 4) The system will display all the Invoices pertains to the selected supplier.
- 5) Select the TDS Invoice which you want to cancel.
- 6) Do RMB click on payments per invoice.



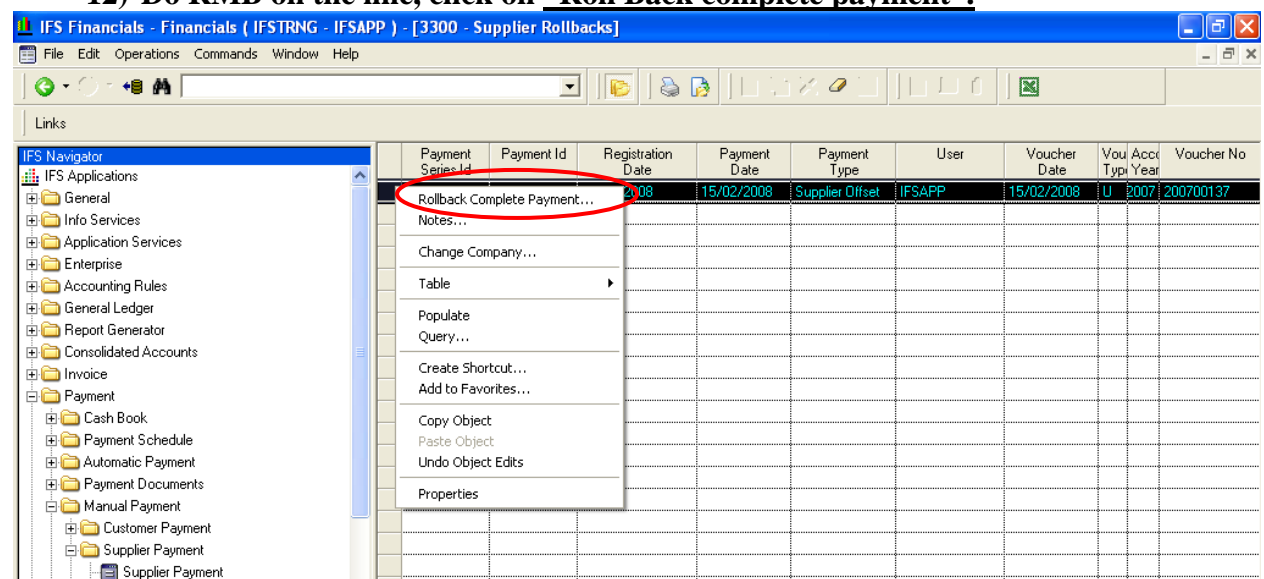
- 7) The System will drag on to another window where we can find the payment details against the selected Invoice.



- 8) Copy the payment ID from payment details screen.
- 9) Now go to the payment / Manual Payment / Supplier payment / Supplier Roll Back.
- 10) Now query with the payment ID which is copied from payment details screen.



- 11) Now the system will display the payment details in the line.
- 12) Do RMB on the line, click on **Roll Back complete payment**.



- 13) Now the system will cancel the payments and Invoice status will become to the Posted Authorized / Posted status.
- 14) Now we can cancel the Invoice through Invoice Entry Screen by following three steps explained in cancellation of Invoice which is in preliminary / Posted status.

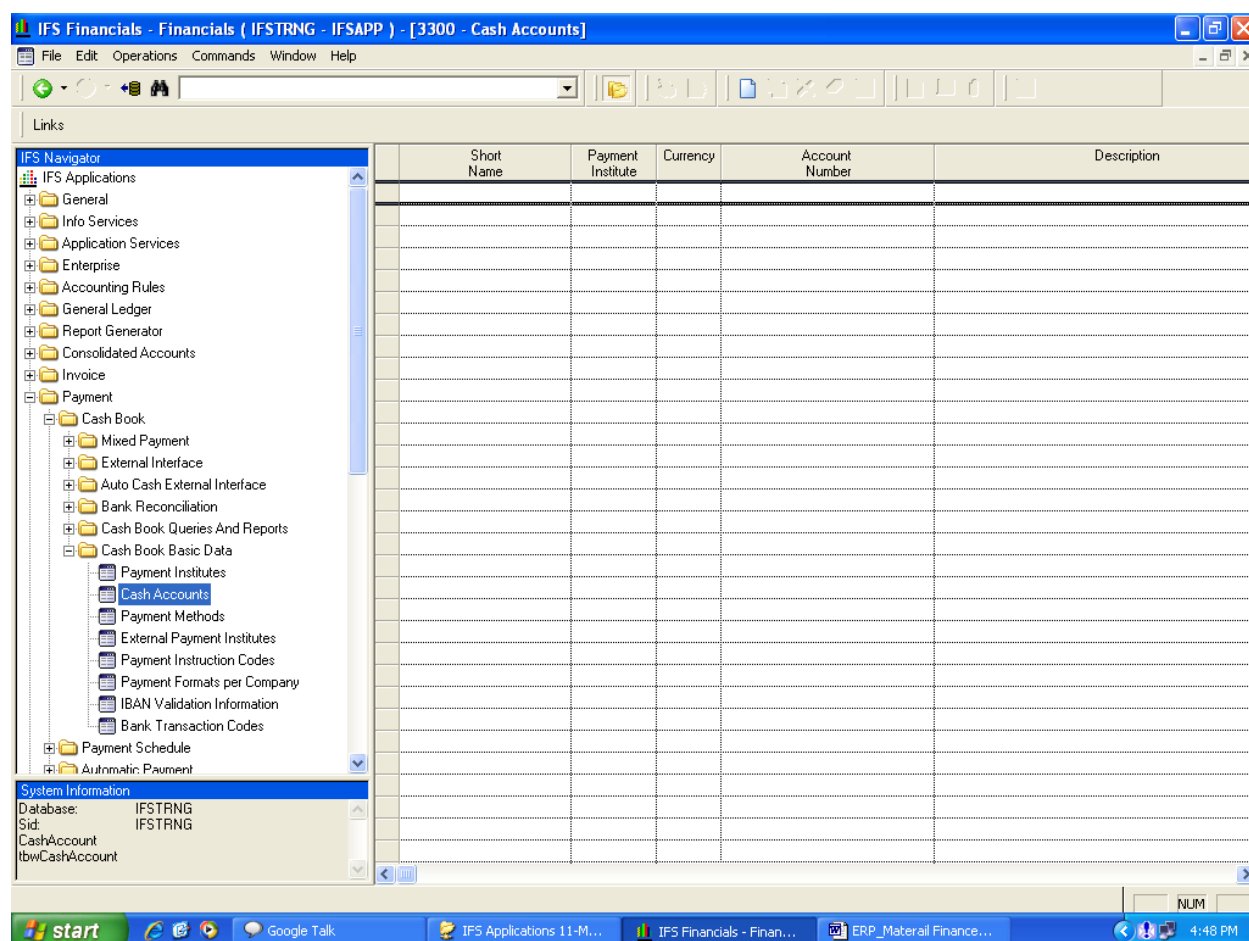
CASH BOOKS:-

In IFS Applications separate cash books are identified for Drawing Account, Receipt Account, Temporary Advances, Permanent Imprest and LOC also. Each and every Temporary Advance holder will have a separate cash Book to account for the amounts opened through all temporary Advances in his favour. All these cash Books will be operated by the Finance wing only.

CREATION OF CASH ACCOUNT

Cash Account is nothing but cash book. In IFS cash book is called as cash Account. For creation of cash Account we have to follow following steps.

PATH: - Payment / Cash Book / Cash Book Basic Data / Cash Accounts.



- 1) Click on New or Press 'F5'.
- 2) Enter the Cash Book Name (Drawing, Receipt, T- Advance,) in the column of short name.
- 3) Select payment Institute from LOV or press 'F8' for Drawing and receipt Account payment institute will be Bank Name. For Temporary Advance and Imprest payment institute will be Temporary advance and imprest as the case may be.
- 4) Enter the Account Number

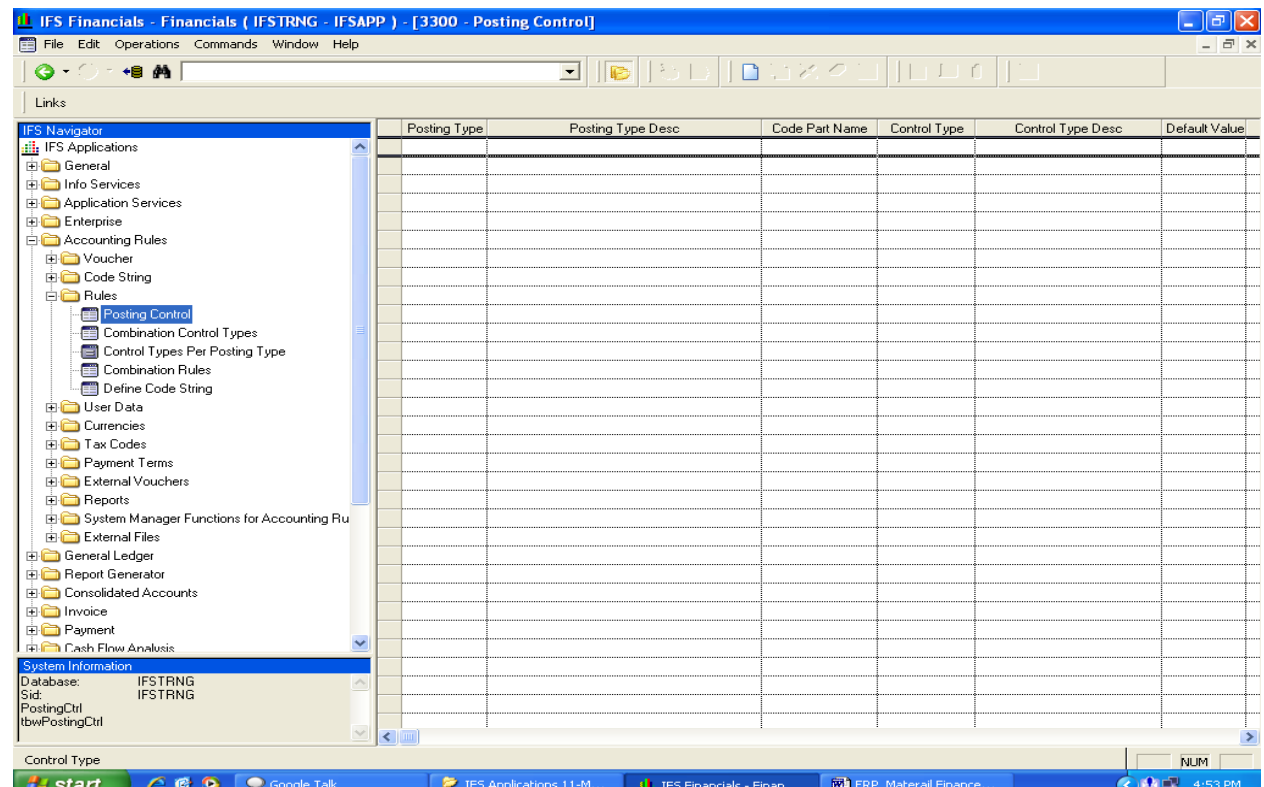
For Drawing & Receipt Accounts the account number will be the number assigned by Banker. For others the account number will be either running Sl.No. or Name of the account holder.

- 5) Give Description in Description column.**
- 6) Select Detailed in Balance method Column using Drop down button.**
- 7) Click on save or press 'F12'**
- 8) On doing the above steps one new cash account is created in IFS Applications.**

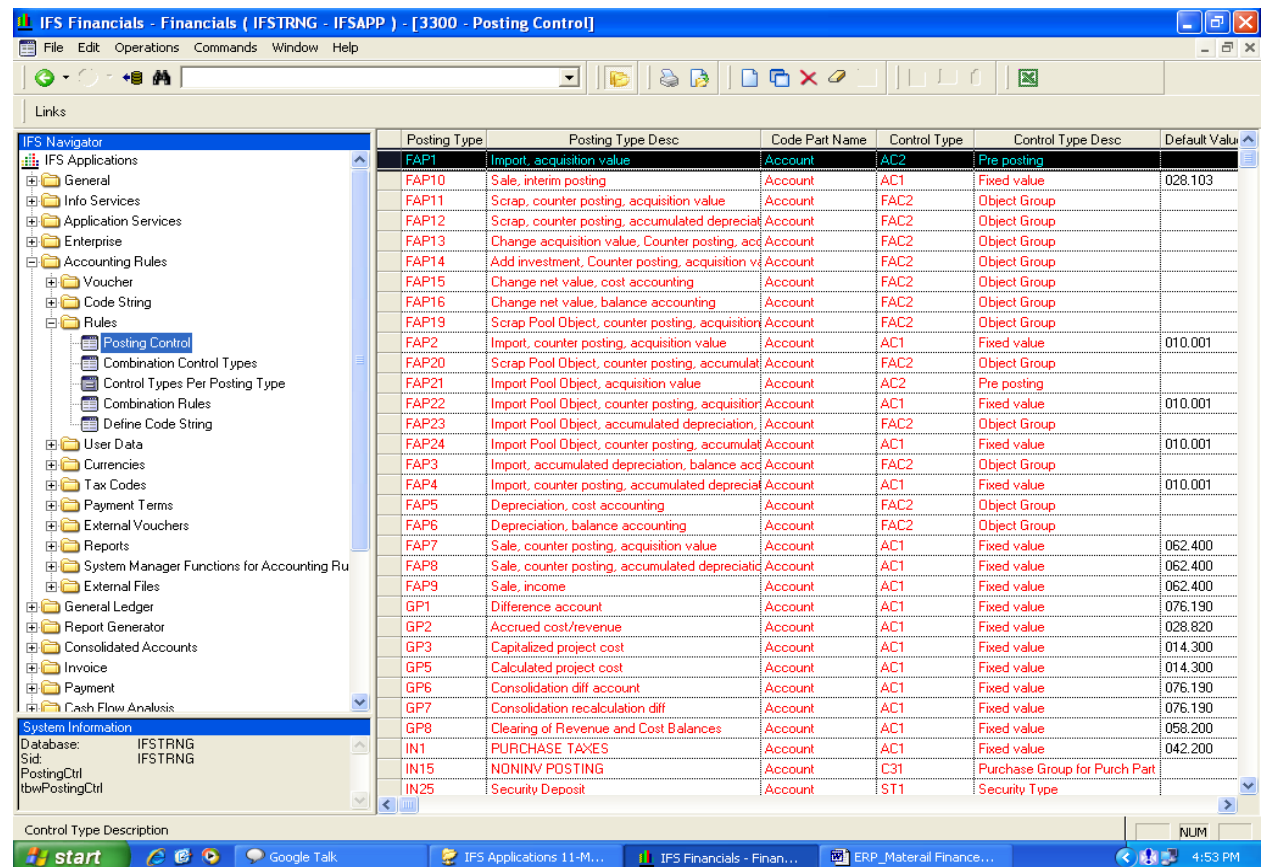
Short Name	Payment Institute	Currency	Account Number	Description
ADE/3	TEMPORARY	INR	25	venkatesh
ADVANCE (ADE/SD)	TEMPORARY	INR	K. MURALIKRISHNA, AEE	TEMPORARY ADVANCE OF K. MURALIKRISHNA, AEE
ADVANCE (ADE/SD)	TEMPORARY	INR	V. SRI HARI	TEMPORARY ADVANCE OF V. SRIHARI
ADVANCE (AEE)	TEMPORARY	INR	V. ARUN KUMAR, AEE, NALGONDI	TEMPORARY ADVANCE TO V. ARUN KUMAR, AEE, NALGONDI
ADVANCE (EE/RN)	TEMPORARY	INR	P. MOHAN RAO	TEMPORARY ADVANCE OF P. MOHAN RAO
ADVANCE (ADE/MB)	TEMPORARY	INR	A. RAM KOTI	TEMPORARY ADVANCE OF A. RAM KOTI
ADVANCE (ADE/MD)	TEMPORARY	INR	G. V. SRINIVASA BABU	TEMPORARY ADVANCE
ADVANCE (ADE/MR)	TEMPORARY	INR	G. SUDHA SAGAR	TEMPORARY ADVANCE OF G. SUDHA SAGAR
ADVANCE (ADE/SD)	TEMPORARY	INR	K. SURESH	TEMPORARY ADVANCE OF K. SURESH
ADVANCE (ADE/TR)	TEMPORARY	INR	K. VENKATESWARARAO	TEMPORARY ADVANCE AGAINST K. VENKATESWARARAO
ADVANCE (ADE/CM)	TEMPORARY	INR	B. RAGHAVA REDDY	TEMPORARY ADVANCE
ADVANCE (AEE/C/M)	TEMPORARY	INR	R. YELLAREDDY	TEMPORARY ADVANCE OF R. YELLAREDDY
ADVANCE (AEE/C/S)	TEMPORARY	INR	K. UMAMAHESHWARA RAO	TEMPORARY ADVANCE OF K. UMAMAHESHWARA RAO
ADVANCE (AEE/C/S)	TEMPORARY	INR	N. BOSU BABU	TEMPORARY ADVANCE OF R. YELLAREDDY
CASH (LEGAL TEND)	CASH IN HAND	INR	000000	CASH BOX
IMPREST (PERM)	PERMANENT	INR	000000	PERMANENT IMPREST
SBH (DRAWING)	SBH	INR	52117469226	STATE BANK OF HYDERABAD (PAYING BANK)
SBH (RECEIPT)	SBH	INR	52117469656	STATE BANK OF HYDERABAD (COLLECTING BANK)
SBH (RECEIPT) 330	SBH	INR	52117469703	STATE BANK OF HYDERABAD (COLLECTING BANK- 3301)
SBH (RECEIPT) 330	SBH	INR	52117469714	STATE BANK OF HYDERABAD (COLLECTING BANK- 3302)

After creation of Cash Account, we have to attach the Chart of Account related to cash Account with the help of posting controls. Unless and until, posting controls, are made we could not operate cash Account. The following are the steps for attaching posting control to cash Account.

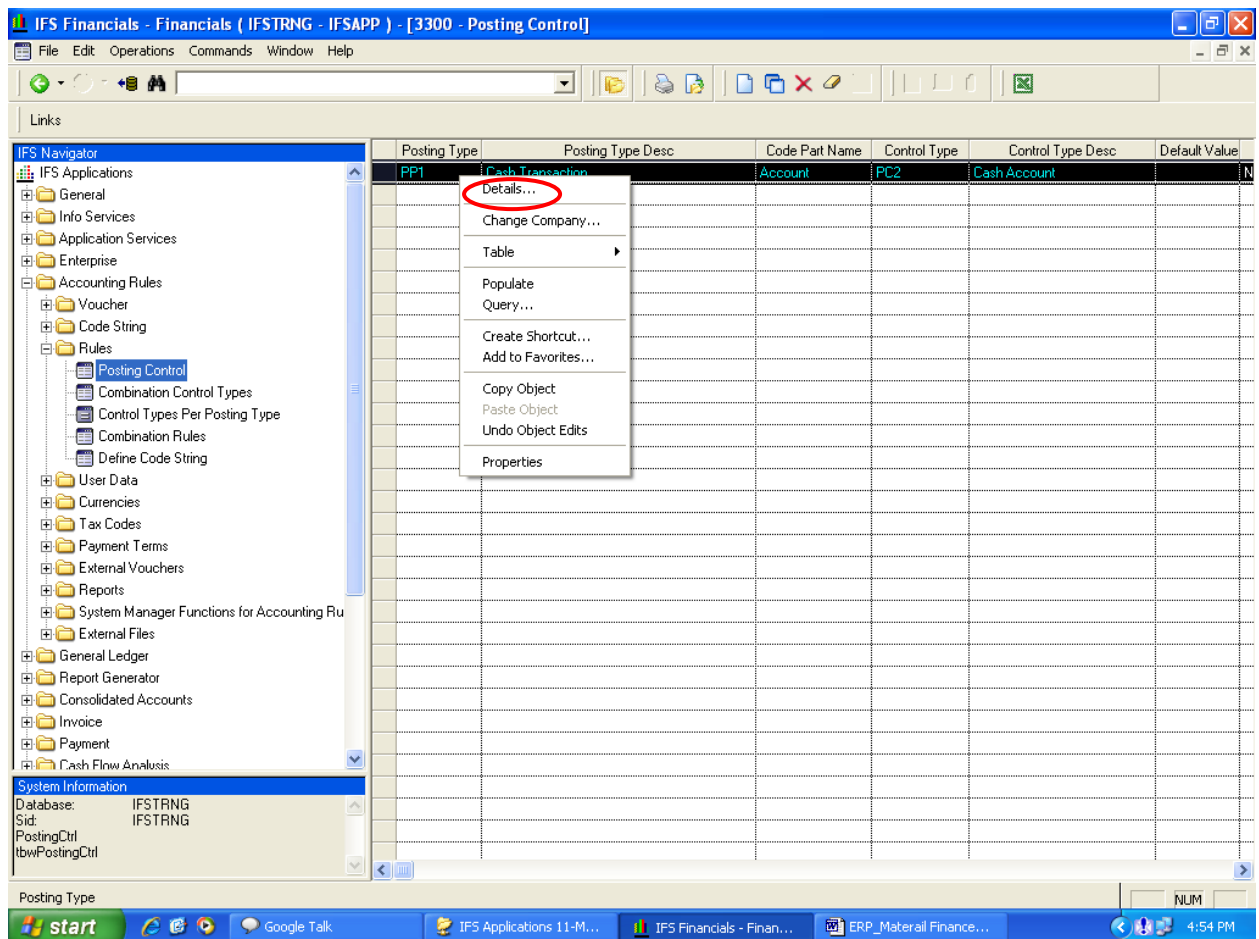
PATH: - Accounting Rules / Rules / Posting Controls



- 1) Click on Populate or press 'F2' then system will display all the posting controls.



- 2) Select posting control 'PP1' either with the help of query Dialogue Box or by scrolling the screen. Posting Control 'PP1' is related to cash transactions.
- 3) Do RMB click on Details.



- 4) Click on New or press 'F5'.
- 5) Select the Cash Account from LOV to which posting control is to be made.
- 6) Select Account Number in the account column through LOV.
- 7) The following are the chart of Account related to cash Account.

CASH Account	Chart of Account
Drawing A/c SBH	24.401
Drawing A/c SBI	24.402
Drawing A/c AB	24.403
Receipt A/c	24.300
For all Banks	
Temporary Advances	24.220
Imprest	24.210
Chitta	24.110

8) Give valid from and valid until dates.

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System Information

Database: IFSTRNG

Sid: IFSTRNG

PostingCtrlDetail

tblPostCtrlDet

Posting Type: PP1 Code Part Name: Account Control Type: PC2 Default Value:

Cash Account	Control Type Description	Account	Code Part Description	Valid Fr
ADE/9	venkatesh	024.220	TEMPORARY IMPREST - STAFF	05/01/20
ADVANCE (ADE/SD-1)	TEMPORARY ADVANCE OF K. MURAI	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (ADE/SD-1)	TEMPORARY ADVANCE OF V. SRIHAI	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (AEE)	TEMPORARY ADVANCE TO V. ARUN	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (EE/RN)	TEMPORARY ADVANCE OF P. MOHAN	024.220	TEMPORARY IMPREST - STAFF	16/01/20
ADVANCE (ADE/MBNR)	TEMPORARY ADVANCE OF A. RAM K	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (ADE/MDK)	TEMPORARY ADVANCE	024.220	TEMPORARY IMPREST - STAFF	16/01/20
ADVANCE (ADE/MRT)	TEMPORARY ADVANCE OF G. SUDHA	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (ADE/SD-6)	TEMPORARY ADVANCE OF K. SURES	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (ADE/TRE)	TEMPORARY ADVANCE AGAINST K.	024.220	TEMPORARY IMPREST - STAFF	01/02/20
ADVANCE (ADE/TRE-1)	TEMPORARY ADVANCE	024.220	TEMPORARY IMPREST - STAFF	24/01/20
ADVANCE (AEE/C/MBNR)	TEMPORARY ADVANCE OF R. YELLA	024.220	TEMPORARY IMPREST - STAFF	31/12/20
ADVANCE (AEE/C/SD-7)	TEMPORARY ADVANCE OF K. UMAMA	024.220	TEMPORARY IMPREST - STAFF	31/12/20
CASH (LEGAL TENDER)	CASH BOX	024.110	CASH ON HAND (LEGAL TENDER)	31/12/20
IMPREST (PERM)	PERMANENT IMPREST	024.210	PERMANENT IMPREST WITH STAFF	31/12/20
SBH (DRAWING)	STATE BANK OF HYDERABAD (PAYIN	024.401	STATE BANK OF HYDERABAD	31/12/20
SBH (RECEIPT)	STATE BANK OF HYDERABAD (COLL	024.300	COLLECTING BANK ACCOUNTS	31/12/20
SBH (RECEIPT) 3301	STATE BANK OF HYDERABAD (COLL	024.300	COLLECTING BANK ACCOUNTS	31/12/20
SBH (RECEIPT) 3302	STATE BANK OF HYDERABAD (COLL	024.300	COLLECTING BANK ACCOUNTS	31/12/20

Control Type Value Description

NUM

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9) Click on save or press 'F12'.

OPENING OF TEMPORARY ADVANCE AND IMPREST:-

To open a Temporary Advance, there should be a cash Account in the name of employee against whom Temporary Advance is required to be opened. If there is no cash Account against the particular employee, first we have to create Cash Account in his favour duly following the steps as explained in creation of cash Account.

To open a Imprest, there should be Imprest cash Account.

STEPS:

PATH:- Payment/Cash Book / Mixed Payment / Mixed Payment.

- 1) Click on New or press 'F5' in General TAB.
- 2) Select the Cash Account as Drawing A/c. from LOV or press 'F8'.
- 3) Check up the payment Date.
- 4) Give text as opening of Temporary Advance in Favour oftowards.....
- 5) Go to Bank to Banks transfer items, Enter the Company Code / Unit Code.

- 6) Select the short name (Cash Account) from LOV as Temporary Advance account (Here we have to select the Temporary Advance Cash A/c of employee against whom Temporary Advance is required to be opened. If it is Imprest, we have to select the imprest cash Account.

- 7) Enter Voucher Type 'N'.

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: SBH (DRAWIN) Statement No: 1502 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 16/02/2008 Payment Status:

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method:

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Opening of Temporary advance infavour of Sri. towards

Balances

Calculated:	Actual Opening:	Actual Closing:	Calculated:	Actual Opening:	Actual Closing:
-3390573.00			-3390573.00	0.00	0.00

Balances in Accounting Currency

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent
3300	ADVANCE(A)	AP	N				

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

- 8) Go to transaction TAB click on NEW or press 'F5'.
- 9) Select 'Direct Cash Payment' in mixed payment transaction type column.
- 10) Enter the amount of temporary Advance with Negative sign in Amount column.
- 11) Enter the TAX code as 'N'.
- 12) Enter the Account No. "034.00". Here we have to observe that the account number '034.000' is to be used for all the transactions which are routed through 'Bank to Bank Transfer'.
- 13) Enter cheque No. Date and Bank Name.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

General Transactions

Cash Account: SBH (DRAWING) Statement No: 1502 Remaining Amount: 5000.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 5000.00

Lump Sum	Mixed Payment	Account	Account Description	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer Id
Trans Number	Transaction Type								
1	Direct Cash Payment	034.000	INTER UNIT	-5000.00	N	12345467	16/02/2008	sbh	

14) Click on save or press 'F12'.

15) Now the transactions will be in "Not Approved" status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

General Transactions

Cash Account: H (DRAWING) Statement No: 1502 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 16/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: 2007 Accounting Period: 11

Voucher Text:

Opening of Temporary advance in favour of Sri. towards

Balances

Calculated: -3390573.00 Actual Opening: Actual Closing:

Balances in Accounting Currency

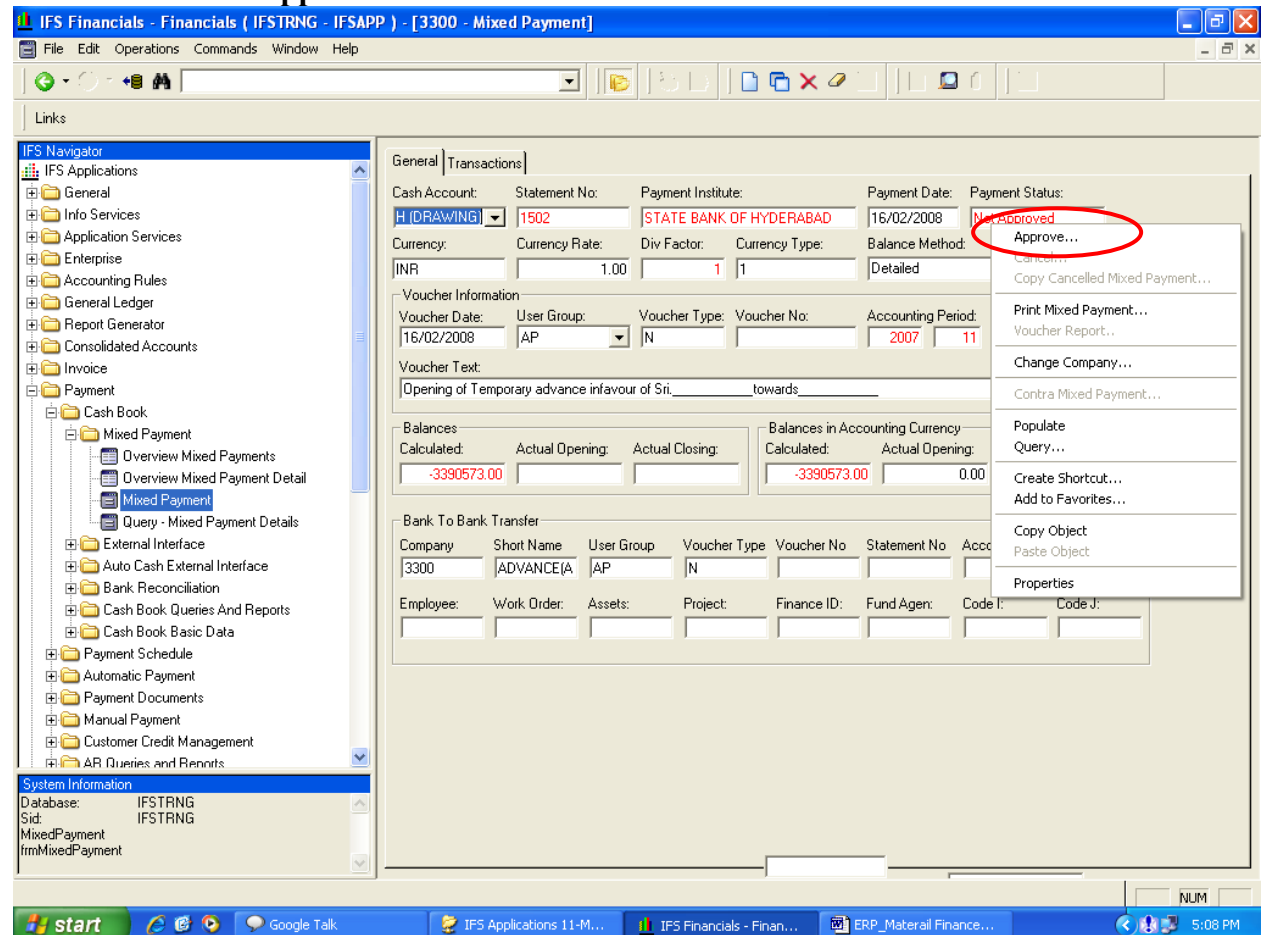
Calculated: -3390573.00 Actual Opening: 0.00 Actual Closing: 0.00

Bank To Bank Transfer

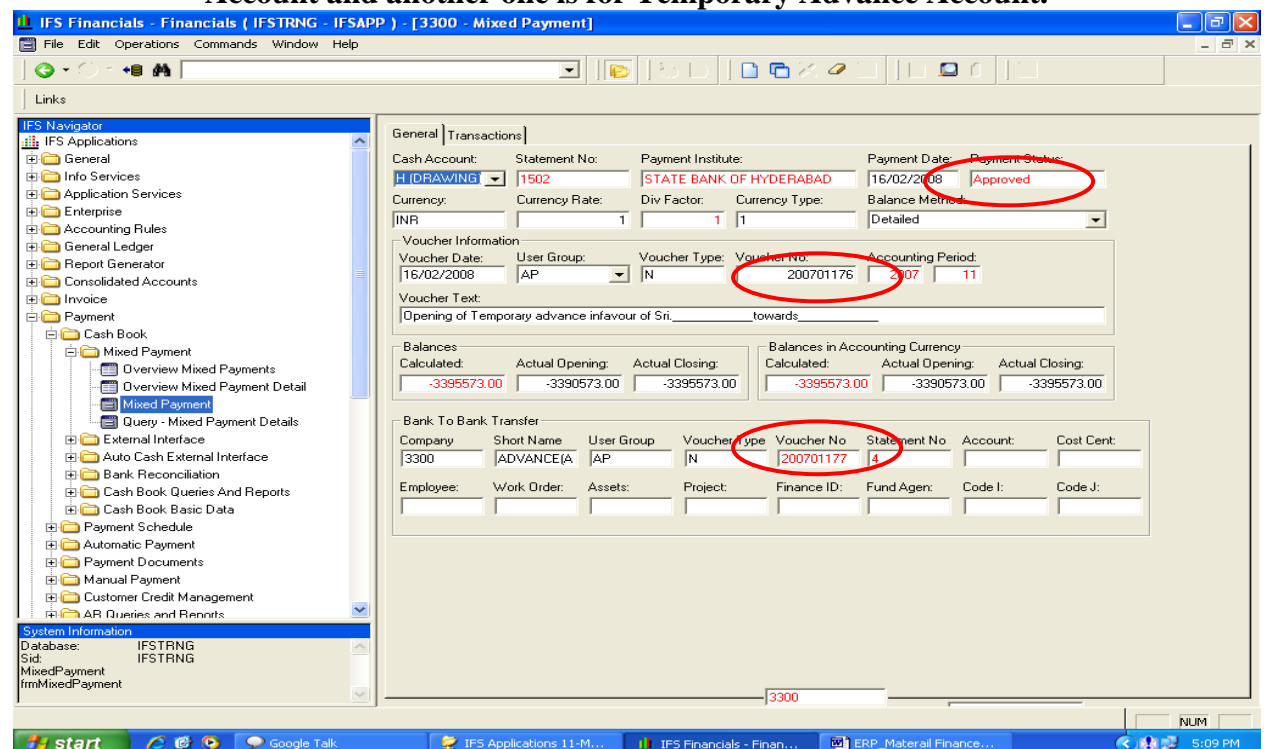
Company: 3300 Short Name: ADVANCE(A) User Group: AP Voucher Type: N Voucher No: 2007 Statement No: 11 Account: 3300 Cost Cent: 3300

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

16) To approve, Go to general TAB, Do RMB on the Right hand Side and click on 'Approve.'



17) Now the system will generate two 'N' type Vouchers. One is for Drawing Account and another one is for Temporary Advance Account.



We can view and get printed Voucher Report by doing following steps.

- a) Do RMB on the Right hand side of General Tab Screen.**
- b) Click on voucher Report.**
- c) Click on preview.**
- d) Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.**

CLOSING OF TEMPORARY ADVANCE AND IMPREST:-

PATH :- Payment / Cash Bank / Mixed Payment / Mixed Payment.

- 1) Click on New or press 'F5'
- 2) Select cash Account from LOV or 'F8" as Temporary Advance / Imprest as the case may be
- 3) Check up the payment date. It should be the date of closing of T.A / Imprest.
- 4) Give text as closing of T.A / Imprest opened in favour of..... Vide cheque No.

- 5) Go to the Transaction TAB click on new or press 'F8'.
- 6) Select Direct cash payment in Mixed payment transaction type through Drop down button.
- 7) Give closed amount with negative sign in amount column. Here we have to enter the amount of Temporary Advance / Imprest closed. Unspent amount is to be accounted for separately.
- 8) Enter the Tax Code as 'N'
- 9) Give Account Number against which Temporary Advance / Permanent Imprest is closed.
- 10) Give code part such as work under number, project ID and project activity ID etc. wherever it is necessary.

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPaymentLumpSum
tblMixedPaymentLumpSum

General Transactions

Cash Account: CE(ADE/SD-6) Statement No: 5 Remaining Amount: 4500.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 4500.00

Lump Sum Trans Number	Mixed Payment Transaction Type	Account	Account Description	Amount	Tax Code	Work Order	Cheque No	Cheque Date	Bank
1	Direct Cash Payment	074.100	S & M - PLANT	-4500.00	N	D00CA04411			

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- 11) Click on save or press 'F12'. Now the transaction will be in Not Approved status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: CE(ADE/SD-S) Statement No: 5 Payment Institute: TEMPORARY ADVANCE WITH ST Payment Date: 16/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Closing of Temporary advance opened infavour of vide cheque No. towards

Balances

Calculated:	Actual Opening:	Actual Closing:
5000.00		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
5000.00	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent:

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

- 18) To approve Go to general TAB, Do RMB on the Right hand Side and click on 'Approve.'

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: CE(ADE/SD-S) Statement No: 5 Payment Institute: TEMPORARY ADVANCE WITH ST Payment Date: 16/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Closing of Temporary advance opened infavour of vide cheque No. towards

Balances

Calculated:	Actual Opening:	Actual Closing:
5000.00		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
5000.00	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent:

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

Context Menu:

- Approve...
- Cancel...
- Copy Cancelled Mixed Payment...
- Print Mixed Payment...
- Voucher Report..
- Change Company...
- Contra Mixed Payment...
- Populate Query...
- Create Shortcut...
- Add to Favorites...
- Copy Object
- Paste Object
- Properties

12) Now the system will generate 'N' Type of Voucher.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: CE(4DE/SD-6) Statement No: 5 Payment Institute: TEMPORARY ADVANCE WITH ST Payment Date: 16/02/2008 Payment Status: Approved

Currency: INR Currency Rate: 1 Div Factor: 1 Currency Type: Detailed Balance Method: Detailed

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: 200701178 Accounting Period: 2007

Voucher Text:

Closing of Temporary advance opened infavour of vide cheque No. towards

Balances

Calculated:	Actual Opening:	Actual Closing:
500.00	5000.00	500.00

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
500.00	5000.00	500.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent

Employee	Work Order	Assets	Project	Finance ID	Fund Agen	Code I	Code J

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We can view and get printed Voucher Report by doing following steps.

- Do RMB on the Right hand side of General Tab Screen.**
- Click on voucher Report.**
- Click on preview.**
- Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.**

ACCOUNTING OF UNSPENT AMOUNT

In certain transactions, we may come across with the transactions like unspent amount. This situation arises, when a Temporary Advance / Imprest holder could not spent entire amount what is given to him. In certain units, the unspent amount is being remitted in Receipt Account and in some units this unspent amount is used in Chitta.

As per rules in vogue, the unspent amount should be remitted in Receipt A/c. only. The following steps are required to be followed to account for this amount in IFS applications.

PATH: - Payment / Cash Book / Mixed Payment / Mixed Payment.

The screenshot shows the IFS Financials application interface. The title bar indicates the window is titled "IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]". The menu bar includes File, Edit, Operations, Commands, Window, and Help. The left-hand navigation pane shows a tree structure under "IFS Applications", with "Payment" expanded and "Mixed Payment" selected. The main window area is divided into two tabs: "General" and "Transactions". The "General" tab is active, showing fields for "Cash Account:", "Statement No:", and "Remaining Amount:". Below these are "Totals" for "Debit:", "Credit:", "Debit In Acc Curr:", and "Credit In Acc Curr:". A large table with columns for "Lump Sum Trans Number", "Mixed Payment Transaction Type", "Account", "Account Description", "Amount", "Tax Code", "Work Order", "Cheque No", "Cheque Date", and "Bank" is displayed below the form fields. The Windows taskbar at the bottom shows the Start button and several open applications, including "IFS Applications 11-M...", "IFS Financials - Finan...", and "ERP_Material Finance...". The system clock shows 5:26 PM.

- 1) Click on new or Press 'F5'.
- 2) Select cash accounts Temporary Advance/ Imprest from LOV against which unspent amount is received.
- 3) Check up the payment date. It should be date of closing or date of remittance in to Receipt A/c.

- 4) Give text as : Unspent Temporary Advance / Imprest amount received / remitted in receipt A/c. byopened vide cheque No.....
- 5) Go to Bank to Bank Transfer. Enter Company Code / Unit Code
- 6) Select Receipt A/c. if unspent amount remitted in Receipt A/c. or as “chitta” if unspent amount taken is Chitta in Short name field.
- 7) Enter voucher Type ‘N’.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: ADVANCE (AD) Statement No: 6 Payment Institute: TEMPORARY ADVANCE WITH ST Payment Date: 16/02/2008 Payment Status:

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method:

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Being the remittance of unspent Temporary advance of Sri. _____ in to receipt account vide pay inslip Dt. _____

Balances

Calculated:	Actual Opening:	Actual Closing:
500.00		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
500.00	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent
3300	SBH (RECEI)	AP	N				

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

- 8) Go to transaction TAB click on New.
- 9) Select Direct cash Payment in Mixed Payment transaction type field through Drop down button.
- 10) Enter the unspent amount in amount column with negative sign.
- 11) Enter the Account Number as ‘034.000’ in Account column.
- 12) Enter TAX code as ‘N’.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG

Sit: IFSTRNG

General Transactions

Cash Account: CE(ADE/SD-6) Statement No: 6 Remaining Amount: 500.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 500.00

Lump Sum	Mixed Payment	Account	Account	Amount	Tax	Work Order	Cheque No	Cheque Date	Bank
Trans Number	Transaction Type	Description	Description		Code				
1	Direct Cash Payment	034.000	INTER UNIT A	-500.00	N				

13) Click on save or press 'F12'.

14) Now the transactions will be in "Not Approved" status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG

Sit: IFSTRNG

General Transactions

Cash Account: CE(ADE/SD-6) Statement No: 6 Payment Institute: TEMPORARY ADVANCE WITH ST Payment Date: 16/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text:

Being the remittance of unspent Temporary advance of Sri. in to receipt account vide pay inslip Dt.

Balances

Calculated: Actual Opening: Actual Closing:

Balances in Accounting Currency

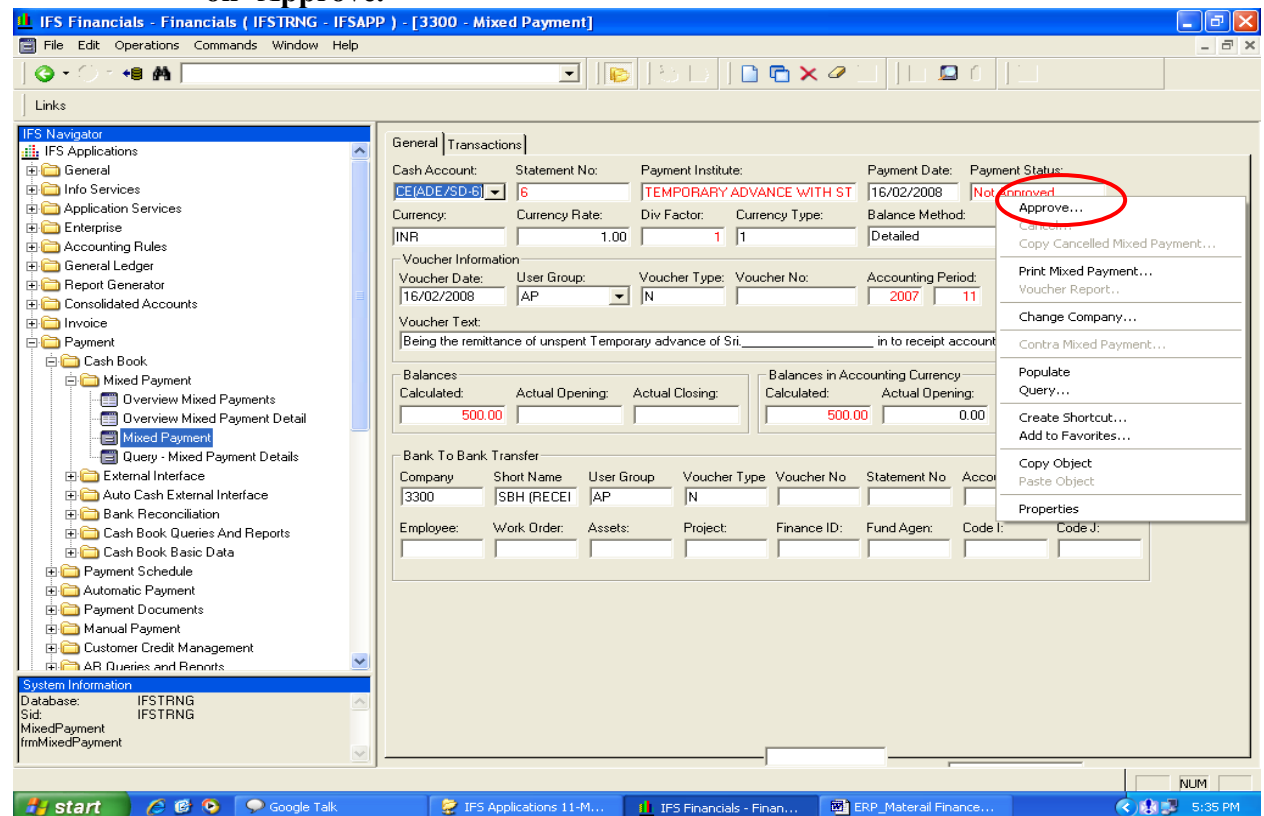
Calculated: Actual Opening: Actual Closing:

Bank To Bank Transfer

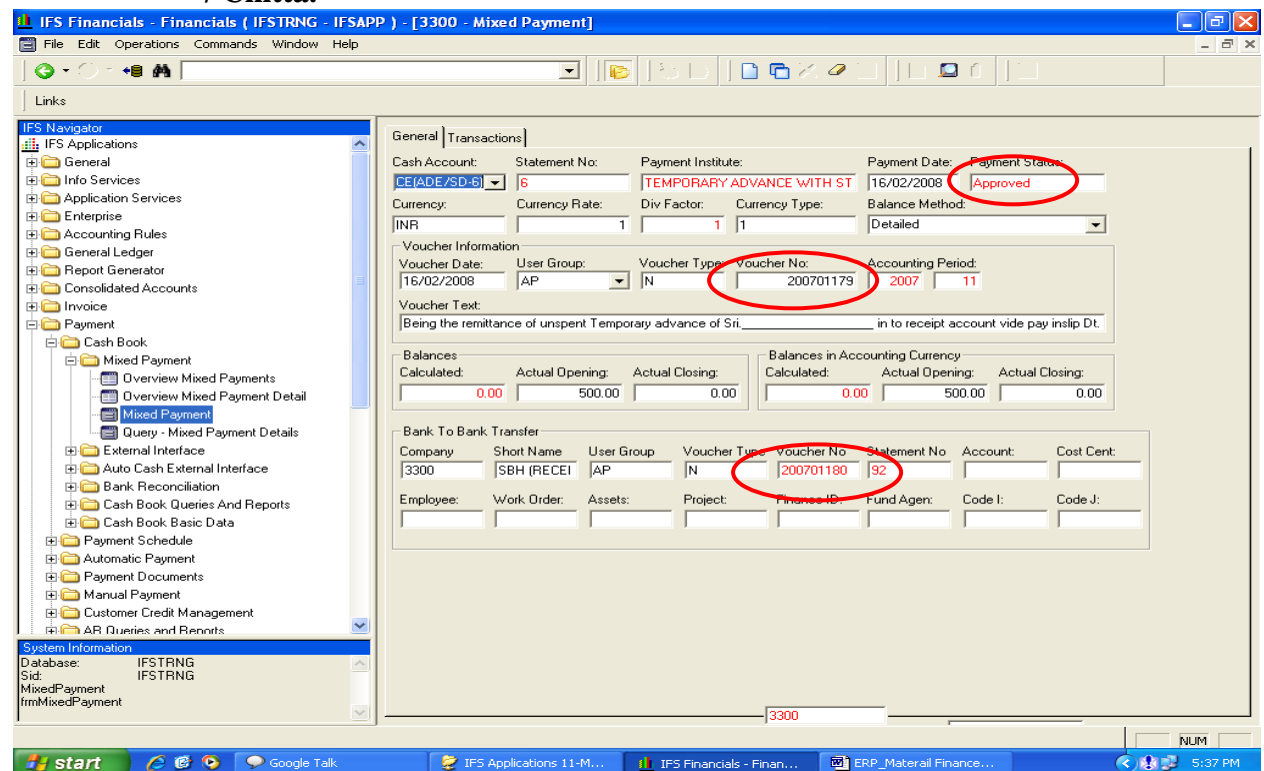
Company: 3300 Short Name: SBH (RECEI) User Group: AP Voucher Type: N Voucher No: Statement No: Account: Cost Cent:

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

- 15) To approve Go to general TAB, Do RMB on the Right hand Side and click on 'Approve.'



- 16) Now the system will generate two 'N' Type vouchers. One voucher is for unspent Temporary Advance / Imprest account and second one is for Receipt / Chitta.



We can view and get printed Voucher Report by doing following steps.

- a) Do RMB on the Right hand side of General Tab Screen.**
- b) Click on voucher Report.**
- c) Click on preview.**
- d) Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.**

RECOUPMENT OF IMPREST:-

We are aware that when an imprest is recouped, a new cheque will be issued to the imprest holder from a Drawing A/c . charging the amount of vouchers to the respective accounts. Thus the Balance of drawing A/c. will be reduced to the extent of cheque drawn and balance of permanent imprest will remain unchanged.

The following are the steps to recoup permanent imprest in IFS Applications.

PATH : - Payment / Cash Book / Mixed Payment / Mixed Payment.

- 1) Click on New or Press 'F5' in General Tab.
- 2) Select Drawing A/c. from LOV in Cash Account Field.
- 3) Check up payment Date. It should be date of cheque drawn.
- 4) Give text as recoupment of P. Imprest of Sri.....

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: SBH (DRAWIN) Statement No: 1503 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 16/02/2008 Payment Status:

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: Detailed Balance Method:

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Recoupment of Permanent Imprest of Sri. vide PCB No.

Balances

Calculated:	Actual Opening:	Actual Closing:
-3395573.00		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
-3395573.00	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent:

Employee:	Work Order:	Assets:	Project:	Finance ID:	Fund Agen:	Code I:	Code J:

start Google Talk IFS Applications 11-M... IFS Financials - Finan... ERP_Material Finance... 5:42 PM

- 5) Go to Transaction Tab Click on New.
- 6) Select "Direct cash payment" in Mixed payment transaction type column.
- 7) Enter the amount of recoupment in amount column with negative sign.
- 8) Enter the TAX code as 'N'.
- 9) Enter the A/c. No. in Account column through LOV.
- 10) Enter the cheque number, date & Bank name.
- 11) Enter the required code parts such as W.O.No., project ID, Activity ID or Misc. Code part wherever it is necessary.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPaymentLumpSum
tblMixedPaymentLumpSum

General Transactions

Cash Account: SBH (DRAWING) Statement No: 1503 Remaining Amount: 450.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 450.00

Lump Sum Trans Nur	Mixed Payment Transaction Type	Account	Account Description	Amount	Tax Code	Work Order	Cheque No	Cheque Date	Bank Name
1	Direct Cash Payment	074.100	P.M. - PLAN	-450.00	N	D00CA04411	245678	16/02/2008	sbh

NUM

start Google Talk IFS Applications 11-M... IFS Financials - Finan... ERP_Material Finance... 5:44 PM

12) Click on save or press F12.

13) Now the transaction will be in “Not Approved” status.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Mixed Payment]

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System Information

General Transactions

Cash Account: H (DRAWING) Statement No: 1503 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 16/02/2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 16/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: Recoupment of Permanent Imprest of Sri... vide PCB No...

Balances

Calculated: Actual Opening: Actual Closing: Balances in Accounting Currency

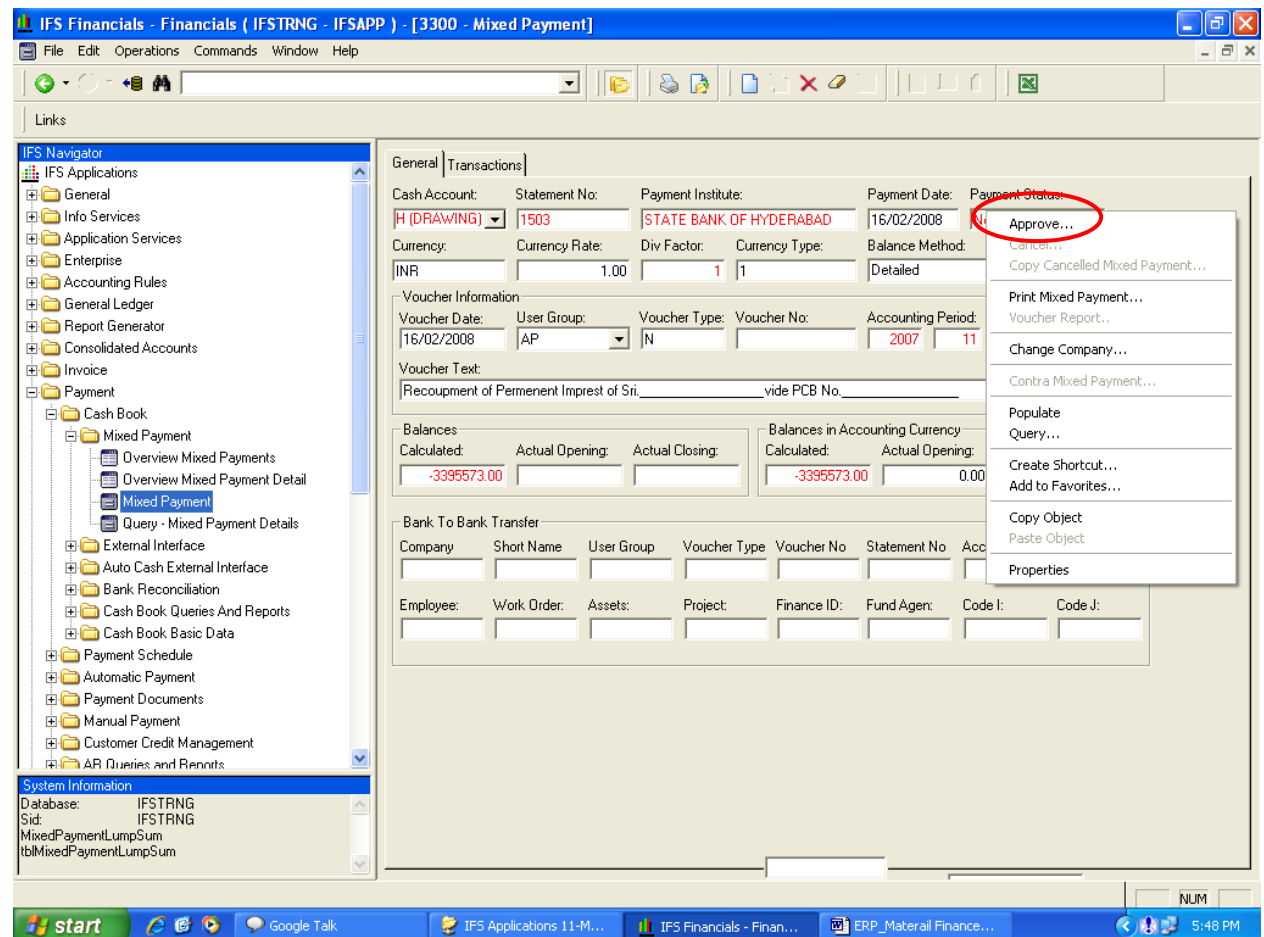
Calculated: -3395573.00 Actual Opening: Actual Closing: Calculated: -3395573.00 Actual Opening: 0.00 Actual Closing: 0.00

Bank To Bank Transfer

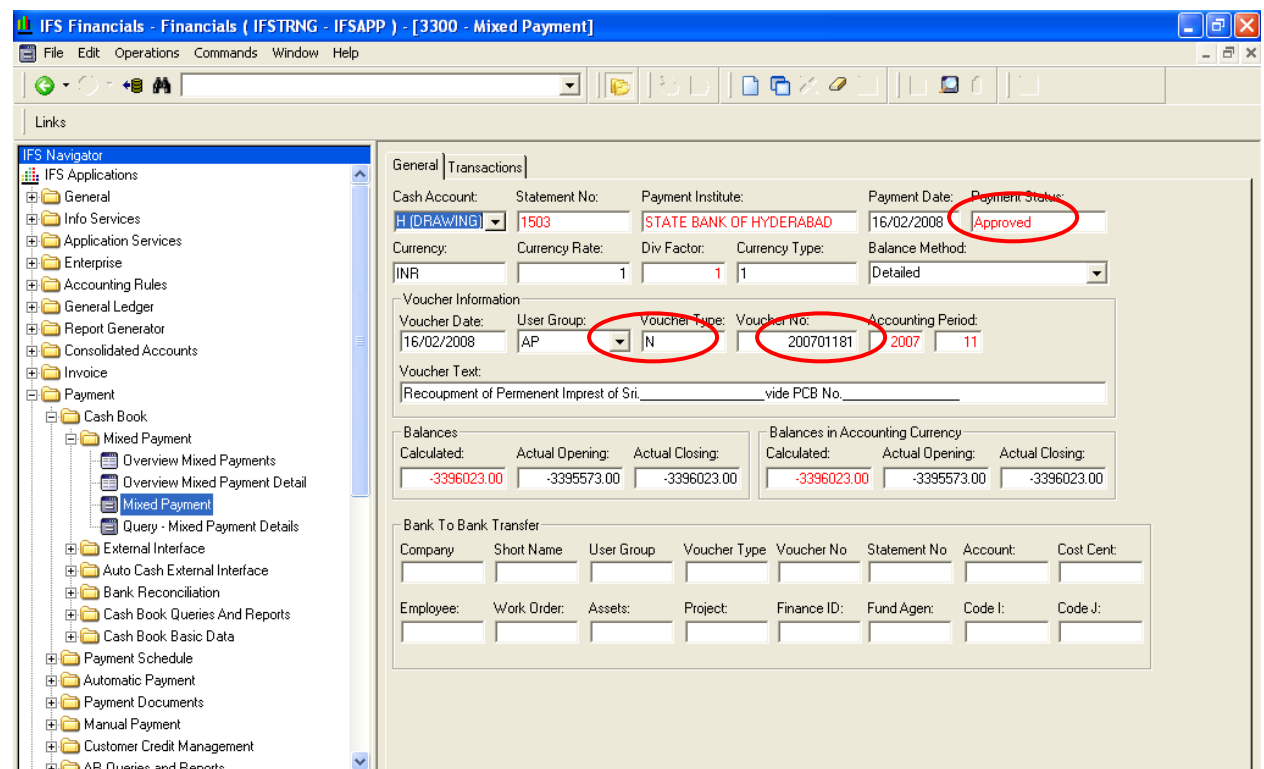
Company: Short Name: User Group: Voucher Type: Voucher No: Statement No: Account: Cost Cent:

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

14) Go to general TAB, Do RMB on the Right hand side Click on approved.



15) Now the system will generate 'N' Type voucher.



We can view and get printed Voucher Report by doing following steps.

- a) Do RMB on the Right hand side of General Tab Screen.**
- b) Click on voucher Report.**
- c) Click on preview.**
- d) Now system will display the preview screen .To have a print, Click on printer Icon on preview Screen. The report so obtained shall be attached to the passed invoice duly obtaining signature of Competent Authority.**

DRAWL OF SELF CHEQUE :-

We are aware that a self cheque is drawn to meet the petty office expenses in cash. When a self cheque is drawn balance of Drawing A/c. will be reduced and the balance of Chitta will be increased to the extent of cheque amount.

The steps for drawl of self cheque are the same steps which are explained in opening of Temporary Advance. The following are only the changes.

- 1) In Bank to Bank transfer, we have to select the Chitta cash Account (Cash Legal Tender) in Short Name field.(See step no. 7 of T.A opening)**
- 2) We have to give the text as Drawal of Self cheque to meet office expenses. (See step no. 5 of T.A opening.)**

PAYMENT THROUGH CHITTA:

The steps which are explained in closing of Temporary Advance are stands hold good except the following.

- 1) We have to select Cash Account from LOV or 'F8' as Chitta (Cash Legal Tender) (See step No.2of Temporary Advance closing)**
- 2) Give text as payment made to**
- 3) Give the Amount paid in amount column with negative sign in transaction TAB screen line items.**

VIEWING OF CASH ACCOUNT BALANCES:-

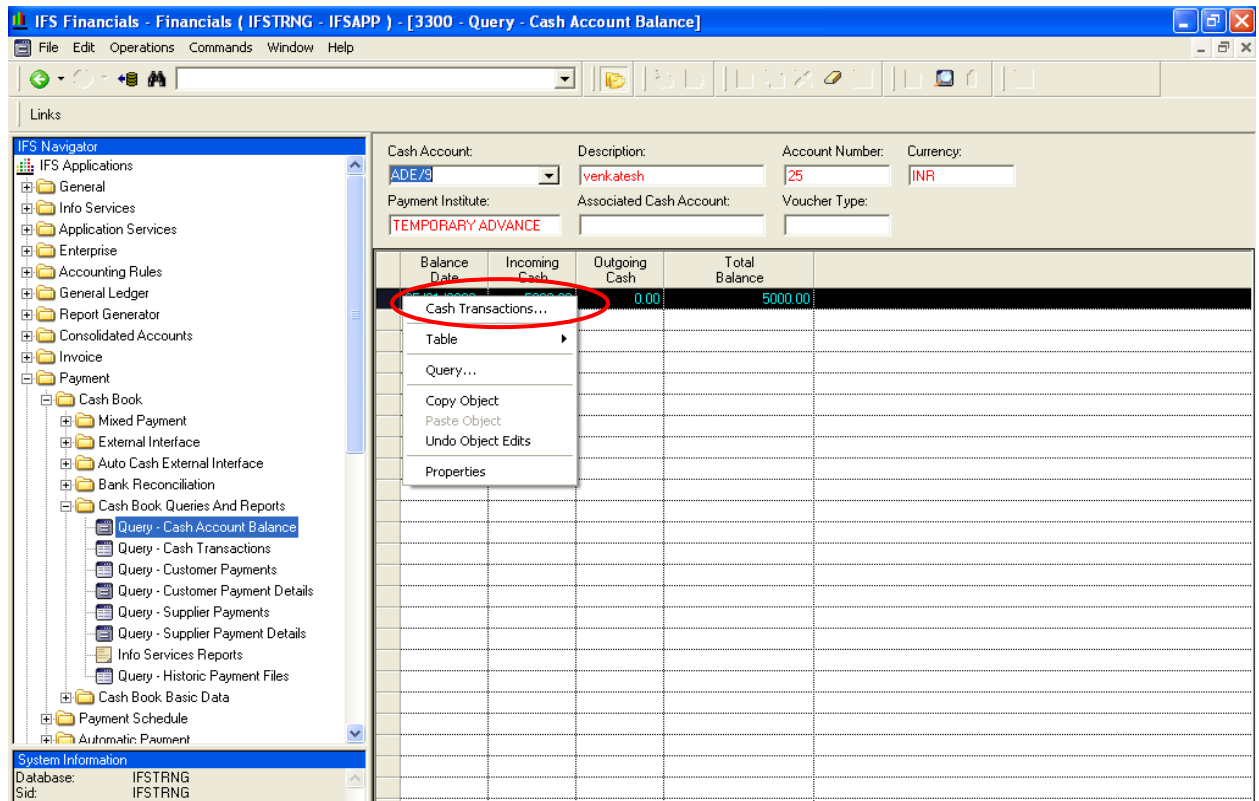
PATH: -Payment / Cash Book / Cash Book queries and Reports / Cash Account Balance.

The screenshot shows the IFS Financials application window titled "IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Cash Account Balance]". The window has a menu bar with "File", "Edit", "Operations", "Commands", "Window", and "Help". Below the menu bar is a toolbar with various icons. On the left side, there is a "Links" section and an "IFS Navigator" tree view. The tree view is expanded to show "Query - Cash Account Balance" under the "Cash Book" folder. The main area of the window displays a table with the following columns: "Balance Date", "Incoming Cash", "Outgoing Cash", "Total Balance", and "NUM". The table is currently empty. Above the table, there are input fields for "Cash Account:", "Description:", "Account Number:", "Currency:", "Payment Institute:", "Associated Cash Account:", and "Voucher Type:". The bottom of the window shows the Windows taskbar with the "start" button and several open applications: "IFS Applications 11-M...", "IFS Financials - Finan...", and "ERP_Material Finance...". The system clock in the bottom right corner shows "5:54 PM".

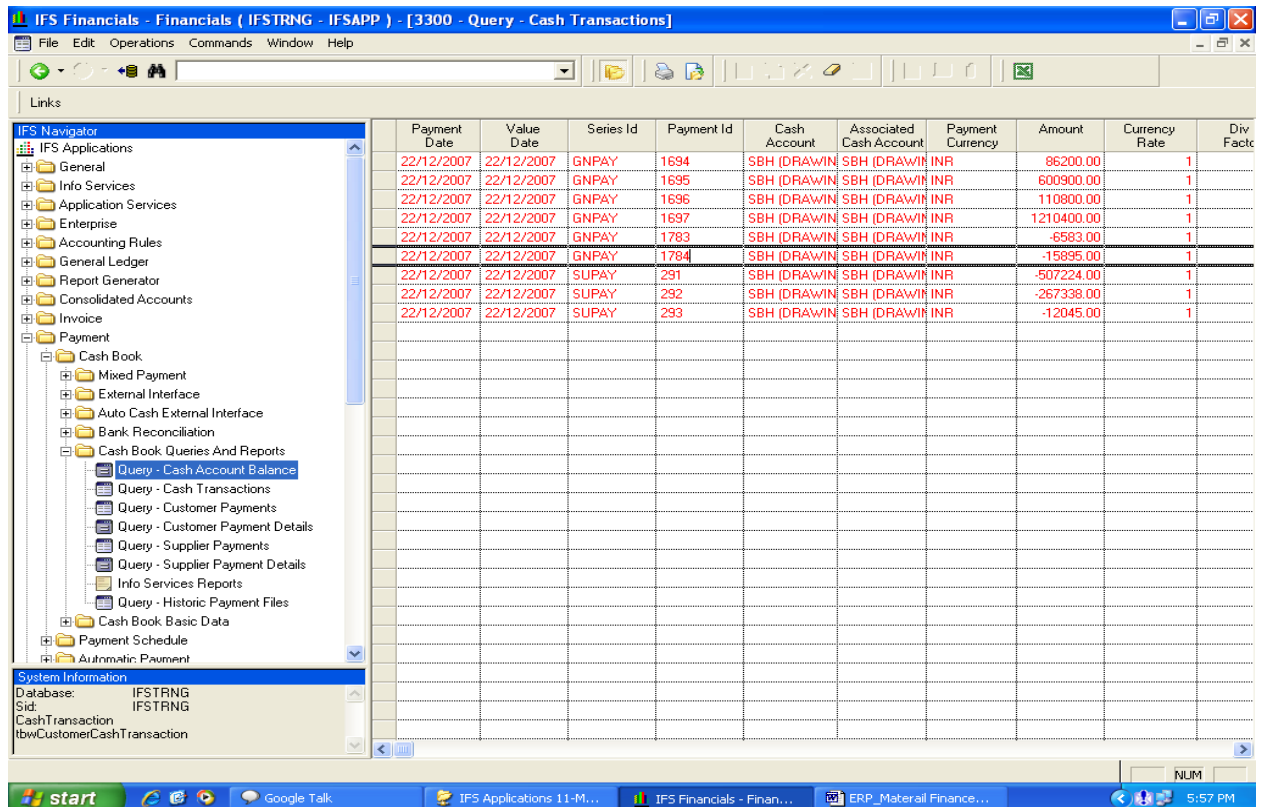
- 1) **Click on populate Button or press ‘ F2’ . Then system will display the balances of all cash Accounts.**
- 2) **Select the Cash Account through Drop Down Button to view the Balance of required cash Account.**

[illegible]

- 3) To view the details of cash Transactions on a particular date select the row of required date, Do RMB . Click on cash Transactions.



- 4) Now the system will display all the cash Transactions taken place on the particular date.



VIEW OF CASH ACCOUNTS:-

PATH: - Payment / Cash Book / Cash Book Basic Data / Cash Account.

- 1) **Populate or press 'F2' on Cash accounts screen. System will display all the existing cash accounts.**

Short Name	Payment Institute	Currency	Account Number	Description
ADE/9	TEMPORARY	INR	25	venkatesh
ADVANCE (ADE/SD)	TEMPORARY	INR	K. MURALIKRISHNA, AEE	TEMPORARY ADVANCE OF K. MURALIKRISHNA, AEE
ADVANCE (ADE/SD)	TEMPORARY	INR	V. SRI HARI	TEMPORARY ADVANCE OF V. SRIHARI
ADVANCE (AEE)	TEMPORARY	INR	V. ARUN KUMAR, AEE, NALGOND	TEMPORARY ADVANCE TO V. ARUN KUMAR, AEE, NALGOND
ADVANCE (EE/RN)	TEMPORARY	INR	P. MOHAN RAO	TEMPORARY ADVANCE OF P. MOHAN RAO
ADVANCE (ADE/MBN)	TEMPORARY	INR	A. RAM KOTI	TEMPORARY ADVANCE OF A. RAM KOTI
ADVANCE (ADE/MD)	TEMPORARY	INR	G. V. SRINIVASA BABU	TEMPORARY ADVANCE
ADVANCE (ADE/MR)	TEMPORARY	INR	G. SUDHA SAGAR	TEMPORARY ADVANCE OF G. SUDHA SAGAR
ADVANCE (ADE/SD)	TEMPORARY	INR	K. SURESH	TEMPORARY ADVANCE OF K. SURESH
ADVANCE (ADE/TRE)	TEMPORARY	INR	K. VENKATESWARARAO	TEMPORARY ADVANCE AGAINST K. VENKATESWARARAO
ADVANCE (ADE/TRE)	TEMPORARY	INR	B. RAGHAVA REDDY	TEMPORARY ADVANCE
ADVANCE (AEE/C/M)	TEMPORARY	INR	R. YELLAREDDY	TEMPORARY ADVANCE OF R. YELLAREDDY
ADVANCE (AEE/C/S)	TEMPORARY	INR	K. UMAMAHESHWARA RAO	TEMPORARY ADVANCE OF K. UMAMAHESHWARA RAO
ADVANCE (AEE/C/S)	TEMPORARY	INR	N. BOSU BABU	TEMPORARY ADVANCE OF R. YELLAREDDY
CASH (LEGAL TEND)	CASH IN HAND	INR	000000	CASH BOX
IMPREST (PERM)	PERMANENT	INR	000000	PERMANENT IMPREST
SBH (DRAWING)	SBH	INR	52117469226	STATE BANK OF HYDERABAD (PAYING BANK)
SBH (RECEIPT)	SBH	INR	52117469656	STATE BANK OF HYDERABAD (COLLECTING BANK)
SBH (RECEIPT) 3301	SBH	INR	52117469703	STATE BANK OF HYDERABAD (COLLECTING BANK- 3301)
SBH (RECEIPT) 3302	SBH	INR	52117469714	STATE BANK OF HYDERABAD (COLLECTING BANK- 3302)

CODE PARTS:-

There is a provision of '10' code parts in IFS Application. Each code part allows '10' digits maximum. The details of code parts are:

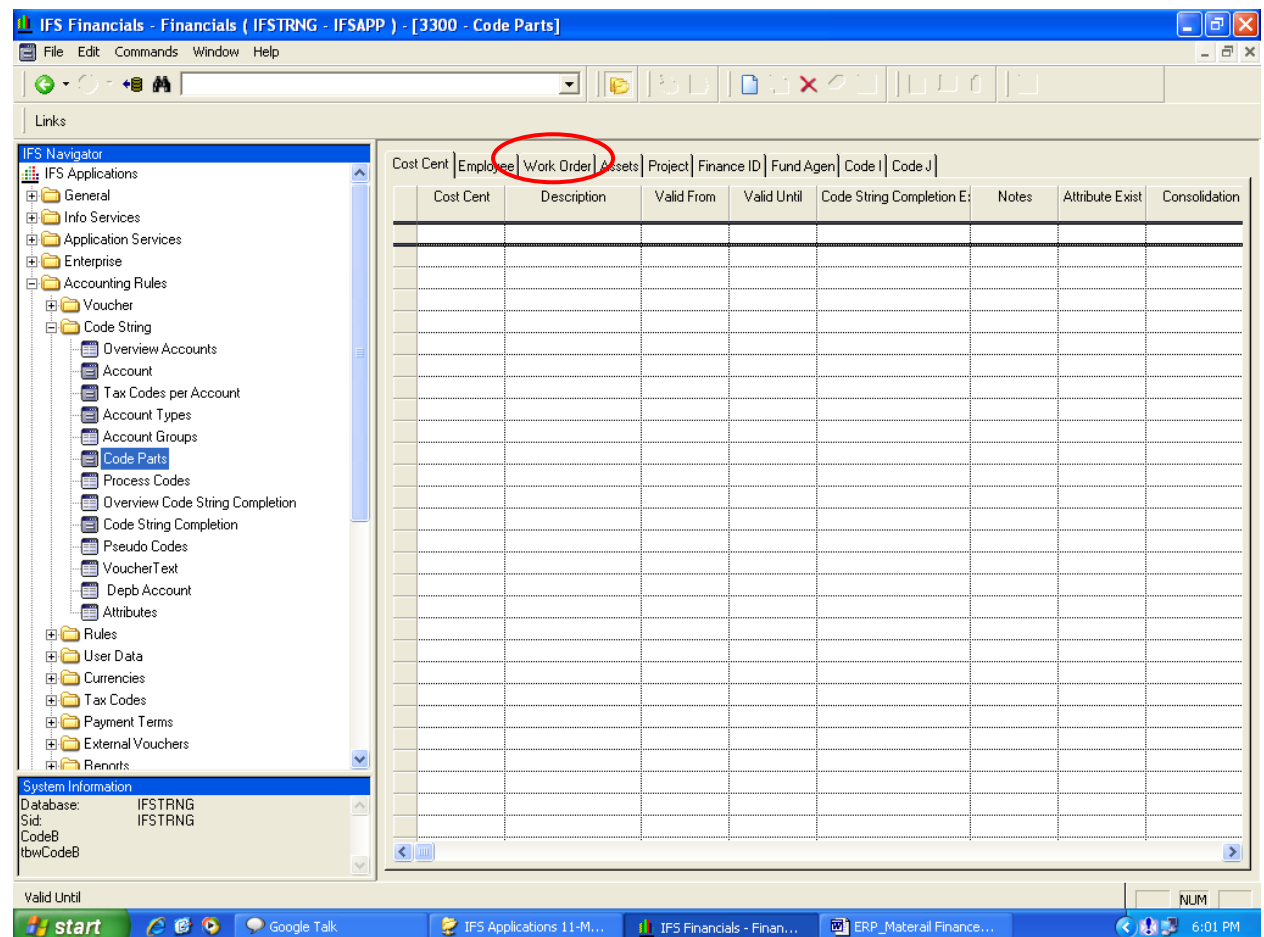
- 1) Employee
- 2) Cost Centre
- 3) Work Order
- 4) Account
- 5) Finance ID
- 6) Project ID
- 7) Fixed Assets
- 8) Funding Agency.

Other "2" Code parts Code "I" and "J" are kept for further usage.

Out of the above Two code parts one code part i.e "Code I" is proposed to use as Misc. code part for remittances, Phones etc.

CREATION OF WORK ORDER ID :-

PATH :- Accounting Rules / Code String/Code parts.



- 1) Click on the Work order TAB
- 2) Click on populate Button or press 'F2'. System will display all the existing work orders.

The screenshot shows the IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Code Parts] window. The 'Work Order' tab is selected. The table displays a list of work orders with columns: Work Order, Description, Valid From, Valid Until, Code String Completion E, and Notes. The table contains 24 rows of data, each representing a different work order with its description and validity dates.

Work Order	Description	Valid From	Valid Until	Code String Completion E	Notes
D00CA04411	Erection of 132KV Line from 220KV SS Wanap	01/04/2004	31/03/2008		
D00CA04434	Erection of 132KV DC/SC Line from 132KV Nar	01/04/2004	31/03/2007		
D00CA04923	Erection of 220 KV Line from Mamidipally to Ma	01/04/2004	31/03/2007		
D00CA05201	132KV SS LIL0 to Turkayamzal SS (Hayathnagi	01/04/2005	31/03/2007		
D00CA05203	132KV DC/SC Line from Minpur to Jogipet	01/04/2005	31/03/2008		
D00CA05205	132KV LIL0 to Pargi SS Tandur - Dharmasagar	01/04/2005	31/03/2008		
D00CA05206	Erection of 220 KV LIL0 to Shamshabad 220/1	01/04/2005	31/03/2007		
D00CA05211	132/33KV SS at Madugulapally	01/04/2005	31/03/2007		
D00CA05214	50 MVA P/T in place of 31.5 MVA P/T at 132K	01/04/2005	31/03/2007		
D00CA05217	2nd 100 MVA P/T at 220KV SS Tandur	01/04/2005	31/03/2008		
D00CA05218	Erection of 132KV Bay at 132KV SS Shaligawra	01/04/2005	31/03/2007		
D00CA05219	132KV LIL0 from Shaligowaram to Mothkur	01/04/2005	31/03/2007		
D00CA05220	132KV SS at Mothkur	01/04/2005	31/03/2007		
D00CA05222	132KV SS at Madhapur	01/04/2005	31/03/2007		
D00CA05224	31.5 MVA P/T in place of 10/16 MVA P/T at 1	01/04/2005	31/03/2007		
D00CA05225	Erection of 50 MVA 132/33KV P/T in place of 3	01/04/2005	31/03/2007		
D00CA05231	Erection of 3rd 100 MVA P/T at 220KV SS Gac	01/04/2005	31/03/2007		
D00CA05232	Erection of LIL0 to both circuits of 220KV Shap	01/04/2005	31/03/2007		
D00CA05233	Erection of 3rd 132/33KV 31.5MVA P/T at Sidd	01/04/2005	31/03/2007		
D00CA05234	132KV SS at Alampur X Road	01/04/2005	31/03/2007		
D00CA05238	31.5 MVA P/T in place of 10/16 MVA P/T at 13	01/04/2005	31/03/2007		
D00CA05239	31.5 MVA P/T in place of 10/16 MVA P/T at 13	01/04/2005	31/03/2007		
D00CA05241	2nd 100 MVA P/T at 220KV SS Shivarampally	01/04/2005	31/03/2007		
D00CA05243	Erection of 132KV SS at Thungathurthy	01/04/2005	31/03/2007		
D00CA05244	Erection of 132KV DC/SC Line from Bhoothpur	01/04/2005	31/03/2007		
D00CA05245	Erection of 132KV Bay extension at Bhoothpur	01/04/2005	31/03/2007		
D00CA05247	220KV DC/SC Line from 400/220KV SS Veltur	01/04/2005	31/03/2007		
D00CA05248	Erection of 31.5 MVA 132/33KV P/T in place of	01/04/2005	31/03/2007		

- 3) To create a new work order ID, Click on new or press 'F5'.
- 4) Enter the '10' digits code part of work order ID in Work order column.
- 5) Give the Description of work in Description column.
- 6) Give valid from and until date.
- 7) Click on SAVE or press 'F12'.

EXPLANATION OF '10' DIGITS CODE OF WORK ORDER ID.

- 1) First three digits allotted to unit code /
Example : - First four digits of unit code 2600 will be " AOO". Here 'A' stands for 26 and '00' stands for last two digits of unit code. Thus three digits of code part used for unit code.
- 2) Fourth digit is allotted for type of Work Order.
Example :- R-R& M, C-Capital, O-Others, D-DCW
- 3) Next three digits (5, 6, and 7) are allotted for financial year.
Example : - 2006 is codified as AO6, FY 2006-07
 2007 is codified as AO7, FY 2007 – 08 and so on.
- 4) Last three digits (8,9,10) are allotted for running serial number.

MISCELLAENEOUS CODE PART:-

Out of '2' code parts which are kept for future purpose, one code part (Code I) may be utilized for creation of Misc. code part to account for the transactions related to remittances to out side Agencies, Telephone Bills, Vehicle payments, Imprest etc., there is no specific form for creation of Misc. code part. However the following procedure may be adopted.

- 1) Create separate ID for each and every outside remittance as follows.

Professional Tax- PT

LIC Branch wise – LTC.....

Bank Loans – Branch wise – SBH VS, SBH ANR, AB SR NAGAR

Telephone / Mobiles – Phone wise – Phone number

Imprest – Designation or name of the employee

While making transactions we have to attach these code parts wherever it is necessary. Then only we can get the data code part wise. Remittances code part is required to be used at the time of recovery (In Voucher Entry screen) as well as payment (In Mixed payment screen). Then only we can reconcile the outside remittances. Imprest code is used at the time of opening and closing only (In Mixed payment screen). At the time of recoupment need not be used. Mobile / Telephone code part is used as and when payments are made. Then we can able to get the expenditure phone wise.

CREATION OF FIXED ASSET ID:-

In IFS each and every asset will be identified with an object. For each and every object one ID will be created. This ID will be called as “Object ID”. System will create Object ID automatically. We need not codify it. The following are the steps for creation of object ID.

PATH : - Fixed Assets / General Data / Object.

The screenshot displays the IFS Financials application window for creating a new Object. The left-hand 'IFS Navigator' pane shows the hierarchy: IFS Applications > General > Info Services > Application Services > Enterprise > Accounting Rules > General Ledger > Report Generator > Consolidated Accounts > Invoice > Payment > Cash Flow Analysis > Fixed Assets > General Data > Object. The main window title is 'IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Object]'. The 'General' tab is selected, showing various input fields for object details. The 'Object' field is empty, and the 'Description' field is also empty. The 'Object Type' is set to 'Fixed Asset'. The 'Object Group' is set to 'Fixed Asset'. The 'Object Group Description' is 'Fixed Asset'. The 'Prefix Code' is empty. The 'Object Status' is 'Active'. The 'Valid From' and 'Valid Until' dates are empty. The 'Object Location' is empty. The 'Object Owner' is empty. The 'Supplier' is empty. The 'External Identity' is empty. The 'Acquisition Information' section has 'Acquisition Account' set to '1000', 'Account Description' set to 'Depreciation', and 'Acquisition Date' set to '2010-01-01'. The 'Transfer Details' section has 'Remarks' set to 'Newly created object'. There are checkboxes for 'Attributes', 'Notes', 'Rotable Pool Object', and 'Transferred', all of which are currently unchecked.

- 1) Click on new or press 'F5'.
- 2) Give Asset Description and Qty.
- 3) Select Object group from LOV or press 'F8'.
- 4) Select Object prefix from LOV or press 'F8'.
- 5) Give valid from Date and Until Date.
- 6) Give object location, supplier, and owner.
- 7) Give voltage / Type of asset in External Identity field.
- 8) Give notes if any by Double clicking on notes check Box.

The screenshot shows the 'General' tab of the 'Object' form. The following fields are circled in red:

- Object: [Construction of control room of 132 KVSS]
- Object Group: [BD]
- Object Group Description: [Buildings & Structures]
- Prefix Code: [BDA07]
- Object Location: [132 KVSS]
- Object Owner: [APTRANSCO]
- Supplier: [M/s. Laxmi Transmissions, Hyderabad]
- External Identity: [132 KV]

Other visible fields include: Object Type: [Normal], Object Status: [Valid From: 16/02/2008, Valid Until: 31/12/2049], Acquisition Account: [010.200], Account Description: [BUILDINGS], and Acquisition Date: [].

- 9) Copy the object prefix, click on main object TAB and paste it in main object field.

The screenshot shows the 'Main Object' tab of the 'Object' form. The following fields are circled in red:

- Main Object: [BDA07]
- Main Object Description: [Construction of control room of 132 KVSS]

Other visible fields include: Inherit Depreciation Method (unchecked) and Inherit Final Depreciation Period (unchecked).

- 10) Go to General tab and SAVE it. System will automatically create Object ID. Now the object will be in Registered status.

IFS Financials - Financials (IFSTRNG) - [3300 - Object]

File Edit Operations Commands Window Help

Links

IFS Navigator

- IFS Applications
 - General
 - Info Services
 - Application Services
 - Enterprise
 - Accounting Rules
 - General Ledger
 - Report Generator
 - Consolidated Accounts
 - Invoice
 - Payment
 - Cash Flow Analysis
 - Fixed Assets
 - General Data
 - Object Prefix**
 - Account (Work In Progress)
 - Unallocated CWIP Vouchers
 - Overview - Objects
 - Object
 - Overview - Object Groups
 - Object Group
 - Acquisition Account
 - Depreciation Schedule

Object: **BDA0710000** Description: Construction of control room of 132 KVSS

General Main Object User-defined Base Values **Books** Preposting Rotable Pool Quantity Details CWIP Voucher Details

Object Type: Normal Object Group: BD Object Group Description: Buildings & Structures Prefix Code: BDA07

Object Status: **Registered** Valid From: 16/02/2008 Valid Until: 31/12/2049

Object Location: 132 KVSS Object Owner: APTRANSCO

Supplier: M/s. Laxmi Transmissions, Hyderabad External Identity: 132 KV

Acquisition Information

Acquisition Account: 010.200 Account Description: BUILDINGS Acquisition Date:

Transfer Details

Remarks:

Attributes Notes Rotable Pool Object Transferred

The screenshot shows the "IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Object]" application window. The top menu bar includes File, Edit, Operations, Commands, Window, and Help. Below it are navigation icons and a toolbar. On the left is the "Links" section, which contains the "IFS Navigator". Under "IFS Applications", several folders are listed, including General, Info Services, Application Services, Enterprise, Accounting Rules, General Ledger, Report Generator, Consolidated Accounts, Invoice, Payment, Cash Flow Analysis, Fixed Assets, and General Data. Within "General Data", there's an expanded view showing "Object Prefix", "Account (Work In Progress)", "Unallocated CWIP Vouchers", "Overview - Objects", "Object", and "Overview - Object Groups". The main area displays details for an object. It has two input fields at the top: "Object:" containing "BDA0710000" and "Description:" containing "Construction of control room of 132 KVSS". Below these are tabs for different views: General, Main Object, User-defined Base Values, Books, Preposting, Rotable Pool, Quantity Details, and CWIP Voucher Details. The "Quantity Details" tab is active, showing a table with columns: Book, Depreciation Method, Estimated Life, Thru Date, Fully Depreciated, Scrap Value, Depr Start Date, and Start Year. A single row is visible under the "Books" tab, where the "Book" column value is "ELECTRICITY", "Fully Depreciated" has a checkbox icon, and the "Scrap Value" is highlighted by a red circle as "1000.00".

80

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Object]

File Edit Operations Commands Window Help

Links

IFS Navigator

- IFS Applications
 - General
 - Info Services
 - Application Services
 - Enterprise
 - Accounting Rules
 - General Ledger
 - Report Generator
 - Consolidated Accounts
 - Invoice
 - Payment
 - Cash Flow Analysis
 - Fixed Assets
 - General Data
 - Object Prefix
 - Account (Work In Progress)
 - Unallocated CWIP Vouchers
 - Overview - Objects
 - Object
 - Overview - Object Groups
 - Object Group
 - Acquisition Account
 - Depreciation Calendar
 - Book
 - Depreciation Method
 - Overview Depreciation Methods
 - Base Values
 - Query

System Information

Database: IFSTRNG

Sit: IFSTRNG

Object: BDA0710000 Description: Construction of control room of 132 KVSS

General Main Object User-defined Base Values Books Preposting Rotable Pool Quantity Details CWIP Voucher Details

Object Type: Normal Object Group: BD Object Group Description: Buildings & Structures Prefix Code: BDA07

Object Status: Registered Valid From: 16/02/2008 Valid Until: 31/12/2049

Object Location: 132 KVSS Object Owner: APTRANSCO

Supplier: M/s. Laxmi Transmissions, Hyderabad External Identity: 132 KV

Acquisition Information

Acquisition Account: 010.200 Account Description: BUILDINGS Acquisition Date:

Transfer Details

Remarks:

Investment

Reset Investment

Inactivate Accounting

Activate Object

Deactivate Object

Move Object

Split Object

Sell Object

Scrap Object

Replace Object

Undo Scrap Expended

Import Object

Transfer Object

Notes

Connect Attribute

Change Company

Populate Query...

Create Shortcut...

Add to Favorites...

Copy Object

13) Now the status will be changed to Investment.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3300 - Object]

File Edit Operations Commands Window Help

Links

IFS Navigator

- IFS Applications
 - General
 - Info Services
 - Application Services
 - Enterprise
 - Accounting Rules
 - General Ledger
 - Report Generator
 - Consolidated Accounts
 - Invoice
 - Payment
 - Cash Flow Analysis
 - Fixed Assets
 - General Data
 - Object Prefix
 - Account (Work In Progress)
 - Unallocated CWIP Vouchers
 - Overview - Objects
 - Object
 - Overview - Object Groups
 - Object Group
 - Acquisition Account
 - Depreciation Calendar
 - Book
 - Depreciation Method

System Information

Database: IFSTRNG

Sit: IFSTRNG

Object: BDA0710000 Description: Construction of control room of 132 KVSS

General Main Object User-defined Base Values Books Preposting Rotable Pool Quantity Details CWIP Voucher Details

Object Type: Normal Object Group: BD Object Group Description: Buildings & Structures Prefix Code: BDA07

Object Status: Investment Valid From: 16/02/2008 Valid Until: 31/12/2049

Object Location: 132 KVSS Object Owner: APTRANSCO

Supplier: M/s. Laxmi Transmissions, Hyderabad External Identity: 132 KV

Acquisition Information

Acquisition Account: 010.200 Account Description: BUILDINGS Acquisition Date:

Transfer Details

Remarks:

Attributes

Notes

Rotable Pool Object

Transferred

Now we can load any amount to the object while capitalization through Voucher entry, Mixed payment and invoice entry.

Creation of LOA Application:

Path:-General Ledger> Budget > Budget Application

1. Click New and select Company from LOV or “F8”.
2. Select Budget type as LOA from Drop down Button, and Prefix , respective Budget Head and Funding Agency from LOV. Save the data. After saving system will generate Application Number.

3. Do RMB on the header click on ‘Select Invoice’ for which LOA to be raised.

4. In Details Tab relevant Application Amount will appear and in Invoice Details Tab you can see the Invoice Number.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials - [Budget Application]

File Edit Commands Window Help

Company: 3305 Prefix: 3305LOA Budget Type: LOA Remarks:

Application No: 3305LOA55 Application Date: 01-11-07 State: Created

Budget Head: CONSM1 Budget Head Desc: Construction-material Accounting Year: 2007 Budget Company: 9900 Funding Agency: APTRANSCO Desc: TRANSMISSION CORPORATION O

Transferred Amount: 0 Transferred Date: Sanctioned Amount: 30000000 Remaining Amount: 30000000 Detail Amount: 69.79 Payable Amount:

User Group: Voucher Type: Cash Account: Institute Id: Account: Voucher No: Statement No: Payment Id:

Cost Center: Code C: Work Order: Code E: Project: Finance ID: Funding Agency: Code I: Code J:

Payer Information:

Company: Payment Id: Voucher No: Voucher Type: Voucher Date: Check Series Id:

User Group: Cash Account: Statement No: Institute Id: Cheque No:

Details Invoice Details

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amou	Application Amount	Party Type Id	Transaction T	Reference Series	Reference Nu	Account	Des
1	I	200700051		09-08-07		69.79		GL Voucher	SI	CV856/07		

NUM SCRL

5. This LOA Application will be approved by Functional Head from RMB.

IFS Financials - Financials - [Budget Application]

File Edit Commands Window Help

Company: 3305 Prefix: 3305LOA Budget Type: LOA Remarks:

Application No: 3305LOA55 Application Date: 01-11-07 State: Created

Budget Head: CONSM1 Budget Head Desc: Construction-material Accounting Year: 2007 Budget Company: 9900 Funding Agency: APTRANSCO Desc: TRANSMISSION CORPORATION O

Transferred Amount: 0 Transferred Date: Sanctioned Amount: 30000000 Remaining Amount: 30000000 Detail Amount: 69.79 Payable Amount:

User Group: Voucher Type: Cash Account: Institute Id: Account: Voucher No: Statement No: Payment Id:

Cost Center: Code C: Work Order: Code E: Project: Finance ID: Funding Agency: Code I: Code J:

Payer Information:

Company: Payment Id: Voucher No: Voucher Type: Voucher Date: Check Series Id:

User Group: Cash Account: Statement No: Institute Id: Cheque No:

Details Invoice Details

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amou	Application Amount	Party Type Id	Transaction T	Reference Series	Reference Nu	Account	Des
1	I	200700051		09-08-07		69.79		GL Voucher	SI	CV856/07		

Approve
Cancel
Add Vouchers.....
Create Mixed Payment
Cancel Mixed Payment.....
Select Invoices.....
Create Supplier Payment.....
Rollback Supplier Payment.....
Populate

6. Once the LOA Application is approved the Payable Amount in Budget Application Screen will be populated by the same amount as applied amount. In case payment to be made less than applied amount, the payer will change the Payable amount.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials - [Budget Application]

File Edit Commands Window Help

Company: 3305 Prefix: 3305LOA Budget Type: LOA Remarks:

Application No: 3305LOA55 Application Date: 01-11-07 State: Approved

Budget Head: CONSM1 Budget Head Desc: Construction-material Accounting Year: 2007 Budget Company: 9900 Funding Agency: APTRANSCO Desc: TRANSMISSION CORPORATION O

Transferred Amount: 0 Transferred Date: Sanctioned Amount: 50000000 Remaining Amount: 49999953.47 Detail Amount: 46.53 Payable Amount: 46.53

User Group: Voucher Type: Cash Account: Institute Id: Account: Voucher No: Statement No: Payment Id:

Cost Center: Code C: Work Order: Code E: Project: Finance ID: Funding Agency: Code I: Code J:

Payer Information:

Company: Payment Id: Voucher No: Voucher Type: Voucher Date: Check Series Id

User Group: Cash Account: Statement No: Institute Id: Cheque No:

Details

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amount	Application Amount	Party Type Id	Transaction T	Reference Set	Reference Nu	Account
1	I	200700053		09-08-07		46.53		GL Voucher	SI	CVB66/07	

7. For making payment do RMB and click on 'Create Supplier Payment'.

IFS Financials - Financials - [Budget Application]

File Edit Commands Window Help

Company: 3305 Prefix: 3305LOA Budget Type: LOA Remarks:

Application No: 3305LOA55 Application Date: 01-11-07 State: Approved

Budget Head: CONSM1 Budget Head Desc: Construction-material Accounting Year: 2007 Budget Company: 9900 Funding Agency: APTRANSCO Desc: TRANSMISSION CORPORATION O

Transferred Amount: 0 Transferred Date: Sanctioned Amount: 50000000 Remaining Amount: 49999953.47 Detail Amount: 46.53 Payable Amount: 46.53

User Group: Voucher Type: Cash Account: Institute Id: Account: Voucher No: Statement No: Payment Id:

Cost Center: Code C: Work Order: Code E: Project: Finance ID: Funding Agency: Code I: Code J:

Payer Information:

Company: Payment Id: Voucher No: Voucher Type: Voucher Date: Check Series Id

User Group: Cash Account: Statement No: Institute Id: Cheque No:

Details Invoice Details

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amount	Application Amount	Party Type Id	Transaction T	Reference Set	Reference Nu	Account	Des
1	I	200700053		09-08-07		46.53		GL Voucher				

Approve
Cancel
Add Vouchers.....
Create Mixed Payment
Cancel Mixed Payment.....
Select Invoices.....
Create Supplier Payment.....
Rollback Supplier Payment.....
Populate
Query...
Create Shortcut...
Add to Favorites...

8. Put Cash Account and click OK.

IFS Applications Finance Module Activity Wise Course Material

The screenshot shows the 'IFS Financials - Financials - [Budget Application]' window. A dialog box titled 'Enter Details For The Supplier Payment' is open, displaying fields for Company (9900), Cash Account (ALLBK), Voucher Date (01-11-07), Period (2007-08), User Group (AC), Voucher Type (U), Check Series Id, and Cheque No. The background window shows application details: Company (3305), Prefix (3305LOA), Budget Type (LOA), Application No (3305LOA55), Application Date (01-11-07), State (Approved), Budget Head (CONS-M1), Budget Head Desc (Construction-material), Accounting Year (2007), Budget Company (9900), Funding Agency (APTRANSCO), and Desc (TRANSMISSION CORPORATION O). The Transferred Amount is 0, Sanctioned Amount is 50000000, and Remaining Amount is 49999999.99.

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amount	Application Amount	Party Type Id	Transaction T	Reference Series	Reference Nu	Account
1	I	200700053		09-08-07		46.53		GL Voucher	SI	CVB66/07	

9. Once Ok is clicked the Payment Voucher will be created and relevant Payer information will come in Budget Application Screen. The Transferred amount will be updated accordingly. The State of LOA Application will be changed to 'released'.

The screenshot shows the 'IFS Financials - Financials - [Budget Application]' window after clicking 'Ok'. The State is now 'Released'. The Transferred Amount is updated to 46.53. The Payer Information section is populated with details for the Budget Company (9900) and the LOA Application Company (3305). The Payment Id is 50, Voucher No is 200700030, Voucher Type is U, Voucher Date is 01-11-07, Check Series Id is, and Cheque No is. The background window shows application details: Company (3305), Prefix (3305LOA), Budget Type (LOA), Application No (3305LOA55), Application Date (01-11-07), State (Released), Budget Head (CONS-M1), Budget Head Desc (Construction-material), Accounting Year (2007), Budget Company (9900), Funding Agency (APTRANSCO), and Desc (TRANSMISSION CORPORATION O). The Transferred Amount is 46.53, Sanctioned Amount is 50000000, Remaining Amount is 49999953.47, and Detail Amount is 46.53.

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amount	Application Amount	Party Type Id	Transaction T	Reference Series	Reference Nu	Account	Des
1	I	200700053		09-08-07		46.53		GL Voucher	SI	CVB66/07		

In the above screen two payment ids are generated one is for Budget Company and second is for LOA Application Company.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials - [Budget Application]

File Edit Commands Window Help

Company: 3305 Prefix: 3305LOA Budget Type: LOA Remarks:

Application No: 3305LOA55 Application Date: 01-11-07 State: Released

Budget Head: CON5-M1 Budget Head Desc: Construction-material Accounting Year: 2007 Budget Company: 9900 Funding Agency: APTRANSCO Desc: TRANSMISSION CORPORATION 0

Transferred Amount: 46.53 Sanctioned Amount: 50000000 Remaining Amount: 49999953.47 Detail Amount: 46.53 Payable Amount: 46.53

User Group: Voucher Type: Cash Account: Institute Id: Account: Voucher No: 200700043 Statement No: Payment Id: 66

Cost Center: Code C: Work Order: Code E: Project: Finance ID: Funding Agency: Code I: Code J:

Payer Information:

Company: 9900 Payment Id: 50 Voucher No: 200700030 Voucher Type: U Voucher Date: 01-11-07 Check Series Id:

User Group: AC Cash Account: ALLBK Statement No: Institute Id: ALLBK Cheque No:

Details Invoice Details

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amount	Application Amount	Party Type Id	Transaction T	Reference Series	Reference Nu	Account	Des
1	I	200700053		09-08-07		46.53		GL Voucher	SI	CVB66/07		

10. Record will be generated in Supplier Payment Screen (Payment >Manual Payment>Supplier Payment> Supplier Payment)

IFS Financials - Financials - [9900 - Supplier Payment]

File Edit Operations Commands Window Help

IFS Navigator

- Consolidated Accounts
- Invoice
- Payment
 - Cash Book
 - Payment Schedule
 - Automatic Payment
 - Payment Documents
 - Manual Payment
 - Customer Payment
 - Supplier Payment
 - Supplier Payment
 - Supplier Offset
 - Supplier Automatic Offset Propos.
 - Supplier Rollbacks
 - Netting
 - Customer Credit Management
 - AR Queries and Reports
 - AP Queries and Reports
 - Multi Company AR Queries and Reports
 - Multi Company AP Queries and Reports
 - Payment Basic Data
 - Central Bank Reporting

System Information

Database: IFSDEV
Sid: IFSDEV
Fnd User: IFSAPP
IFS&PP PAYMENT PFR CURRENCY

General Transactions Deductions References

Payment Series Id: SUPAY Payment Id: 50 Payment Date: 01-11-07 Payment Company: 9900

Voucher Date: 01-11-07 Period: 2007 - 8 User Group: AC Voucher Type: U Voucher No: 200700030

Cash Account: ALLBK Cash Currency: INR Bank Name: ALLAHABAD BANK Ref. Info. Type: No For P.Sno

☐ Lc Flag Lc number: Payment Mode: Check Series Id B.Advice/Cheque No:

☐ Note Cheque Date: Bank Drawn: B.G. Ref.:

☐ Ded. Applicable

Payment Balance	Payment Amount	Payment Currency	Currency Rate	Div Factor	Amount In Acc Curr	Fee	Value In Acc Curr
	46.53	INR	1	1	46.53		

11. Relevant Budget Head will be updated by Applied Amount and Paid Amount.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials - [9900 - Budget Head]

File Edit Commands Window Help

Company: 9900 Budget Head: CONS-M1 Budget Head Desc: Construction-material State: Approved

Accounting Year: 2007 Functional Head: CEECONSTVS Desc: CE/CONSTRUCTION/VS Budget Type: LOA

Code String Detail Scheme Detail

Budget Category	Scheme Code	Budget Amount	Applied Amount	Paid Amount	State
Materials	AG064PTRS	10000000	0	0	Approved
Materials	DC052GRLIS	20000000	46.53	46.53	Approved
Works	DC052GRLIS	20000000	0	0	Approved

Cancellation of LOA Payments

If any LOA Payment is required to be cancelled following steps to be followed:

- Do RMB in the relevant Budget Application Screen which is in 'released' state and click on "Rollback Supplier Payment"

IFS Financials - Financials - [Budget Application]

File Edit Commands Window Help

Company: 3305 Prefix: 3305LOA Budget Type: LOA Remarks:

Application No: 3305LOA59 Application Date: 01-11-07 State: Released

Budget Head: CONS-M1 Budget Head Desc: Construction-material Accounting Year: 2007 Budget Company: 9900 Funding Agency: APTRANSCO Desc: TRANSMISSION CORPORATION O

Transferred Amount: 46.53 Transferred Date: Sanctioned Amount: 50000000 Remaining Amount: 49999953.47 Detail Amount: 46.53 Payable Amount: 46.53

User Group: Voucher Type: Cash Account: Institute Id: Account: Voucher No: 200700043

Cost Center: Code C: Work Order: Code E: Project: Finance ID: Funding Agen:

Payer Information:

Company: 9900 Payment Id: 50 Voucher No: 200700030 Voucher Type: U Voucher Date: 01-11-07 Check Series Id:

User Group: AC Cash Account: ALLBK Statement No: Institute Id: ALLBK Cheque No:

Details Invoice Details

Line No	Voucher Type	Voucher No	Row No	Voucher Date	Voucher Amount	Application Amount	Party Type Id	Trail	Reference Nu	Ac
1	I	200700053		09-08-07		46.53		GL	CV866/07	

Approve
Cancel
Add Vouchers.....
Create Mixed Payment
Cancel Mixed Payment.....
Select Invoices.....
Create Supplier Payment.....
Rollback Supplier Payment.....
Populate
Query...
Create Shortcut...
Add to Favorites...
Copy Object
Paste Object
Properties

- In Roll Back Screen do RMB after selecting the Line and click on 'Rollback Complete Payment'. Reverse Voucher will be created and Budget Application state will be changed from "Released" to "Approved".

IFS Applications Finance Module Activity Wise Course Material

[illegible]

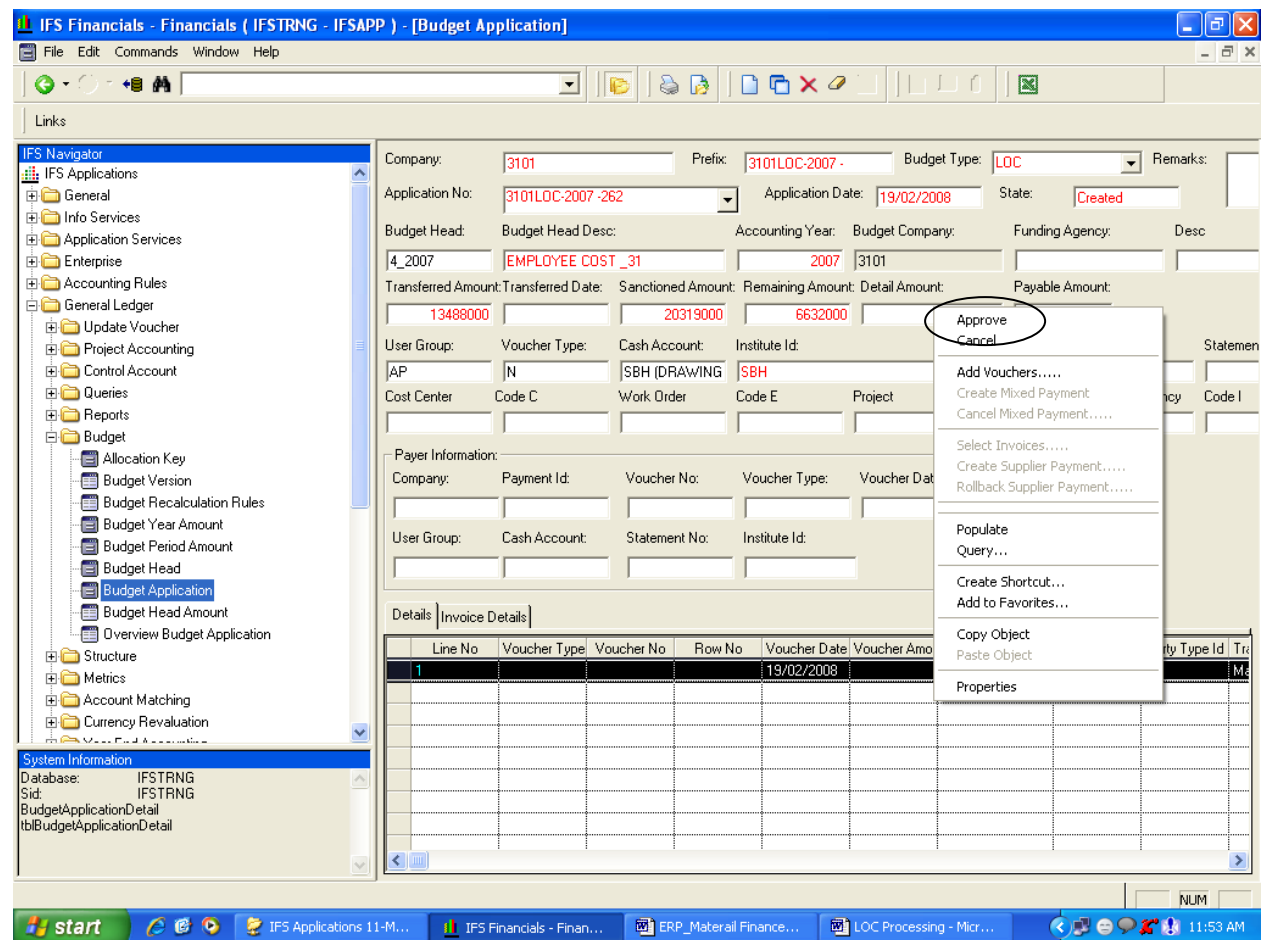
Creation of LOC Application:

Path:-General Ledger> Budget > Budget Application

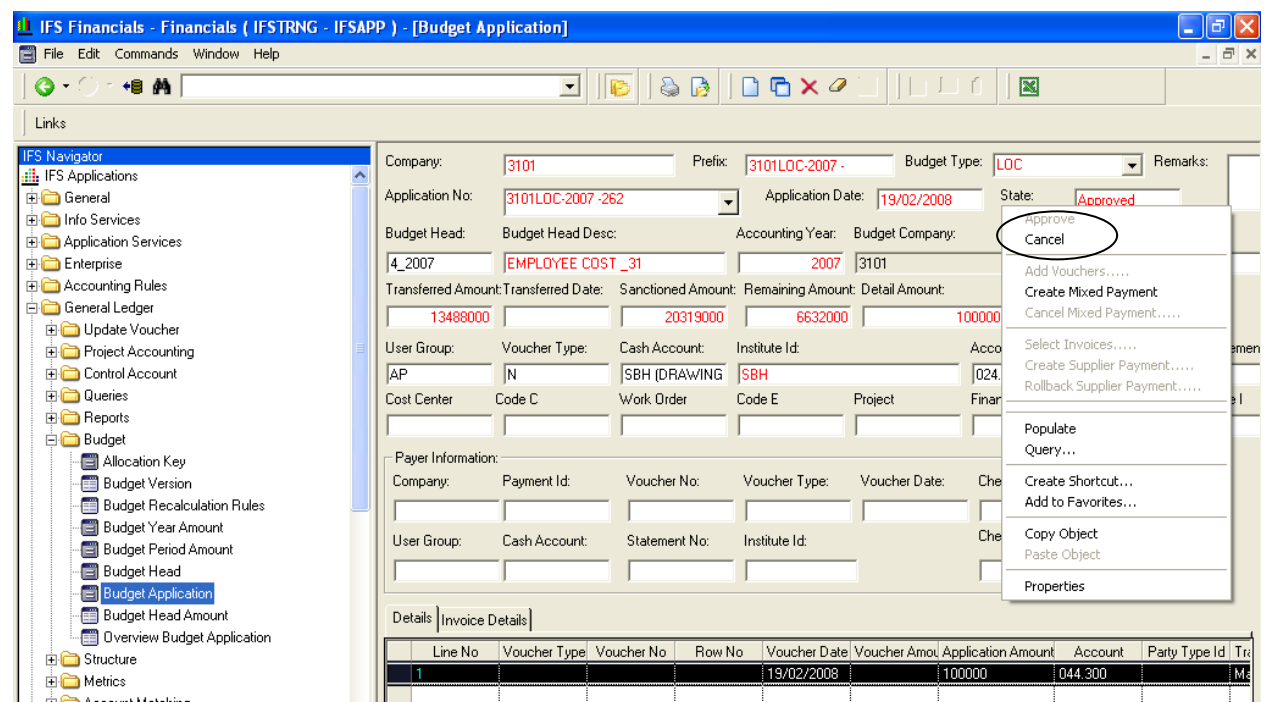
1. Click New or press “F5”
2. Select company from LOV or “F8”. Select Budget type as “LOC” from Drop down Button.
3. Select Prefix, Budget Head, User Group, Voucher Type, Cash Account (Loc Cash Account) and Account Number (024.600) from LOV.
4. Click on Save or press “F12”.
5. On saving the record, System will generate one application number and it will be in created status.

7. Now go to line items click on New or Press “F5”.
8. Give Voucher Date, Application amount and account number related to Budget head.
9. Click on Save or Press “F12”
10. Do RMB on the header and click on Approve.

IFS Applications Finance Module Activity Wise Course Material



11. To cancel the Loc Application Do RMB on the header of Approved Loc Application click on Cancel. Statues of LOC will be changed as cancelled.

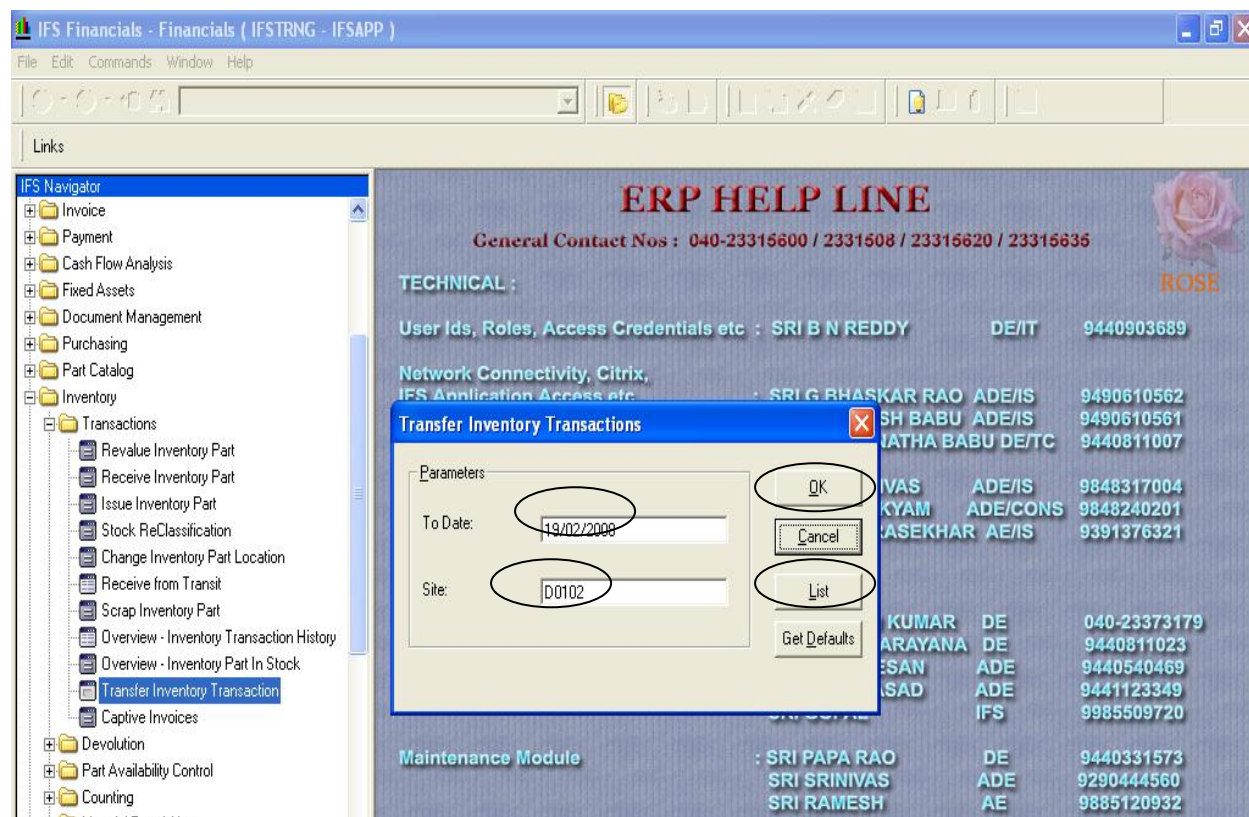


[illegible]

Transfer Inventory Transactions:-

In IFS, the system will generate entries in material module as and when the material transaction takes place. To account for the transactions related to material receipts and issues in the stores and material drawals & devolutions by the accounting units, the users have to run this activity in IFS Applications.

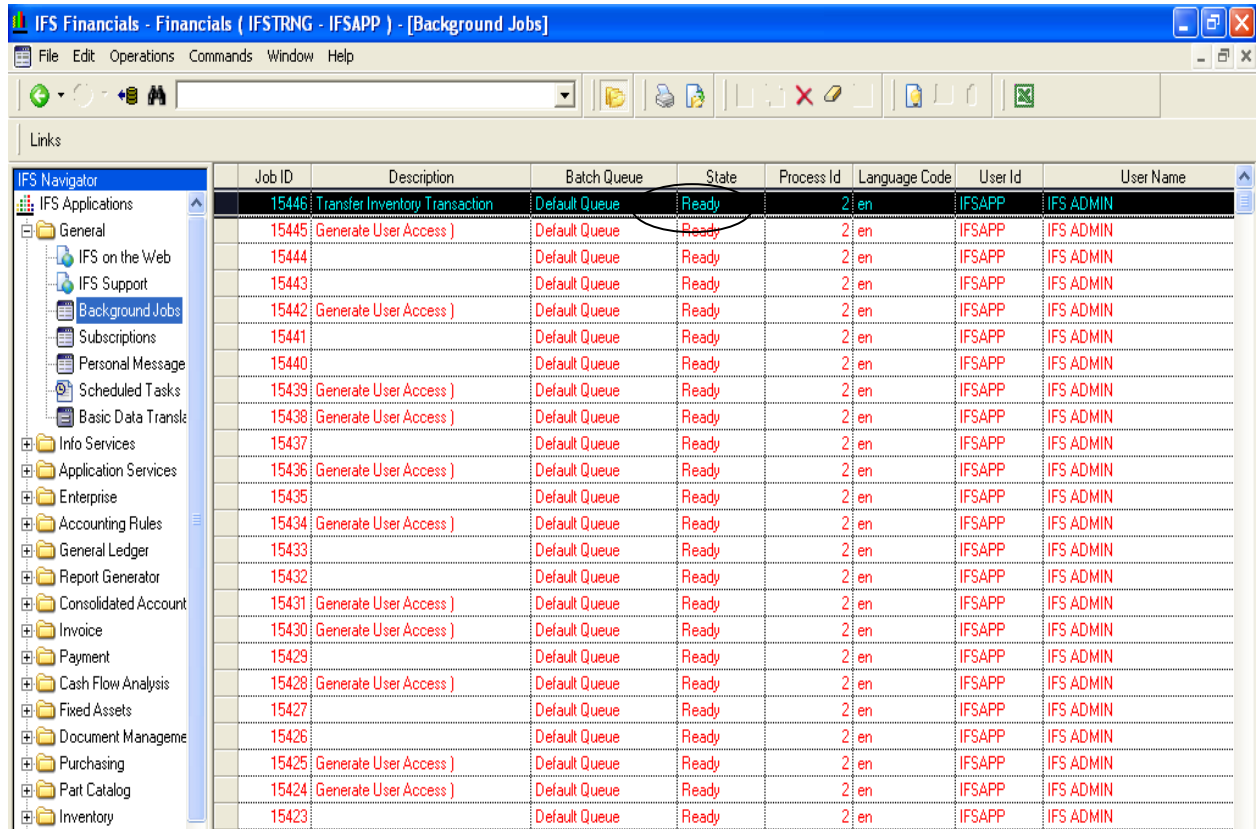
Path:-Inventory/Transactions/Transfer Inventory Transactions. Screen of Transfer Inventory Transaction is as follows.



Steps:

1. Enter the date up to which material transactions are required to be transferred. By default system date will be appeared in the screen of Transfer of Inventory transaction.
2. Select the site from list button.
3. Click on Ok. Do these three steps for all the sites linked with the company (unit).
4. On doing the above steps, the transactions will be flown to the Back ground Jobs. From where system will transfer the entries to the finance module. For these transactions system will generate “MPL” Type vouchers. We can also execute the transactions from Back ground jobs to transfer the entries immediately to the finance module as follows

5. **Path:-General / Back Ground Jobs. Open the Back Ground Jobs screen.**
6. **Click on populate. System will display all the transactions that are to be transferred to the finance module on site wise.**
7. **Select the concerned row, Do RMB click on execute. The status will be changed to “Ready”.**



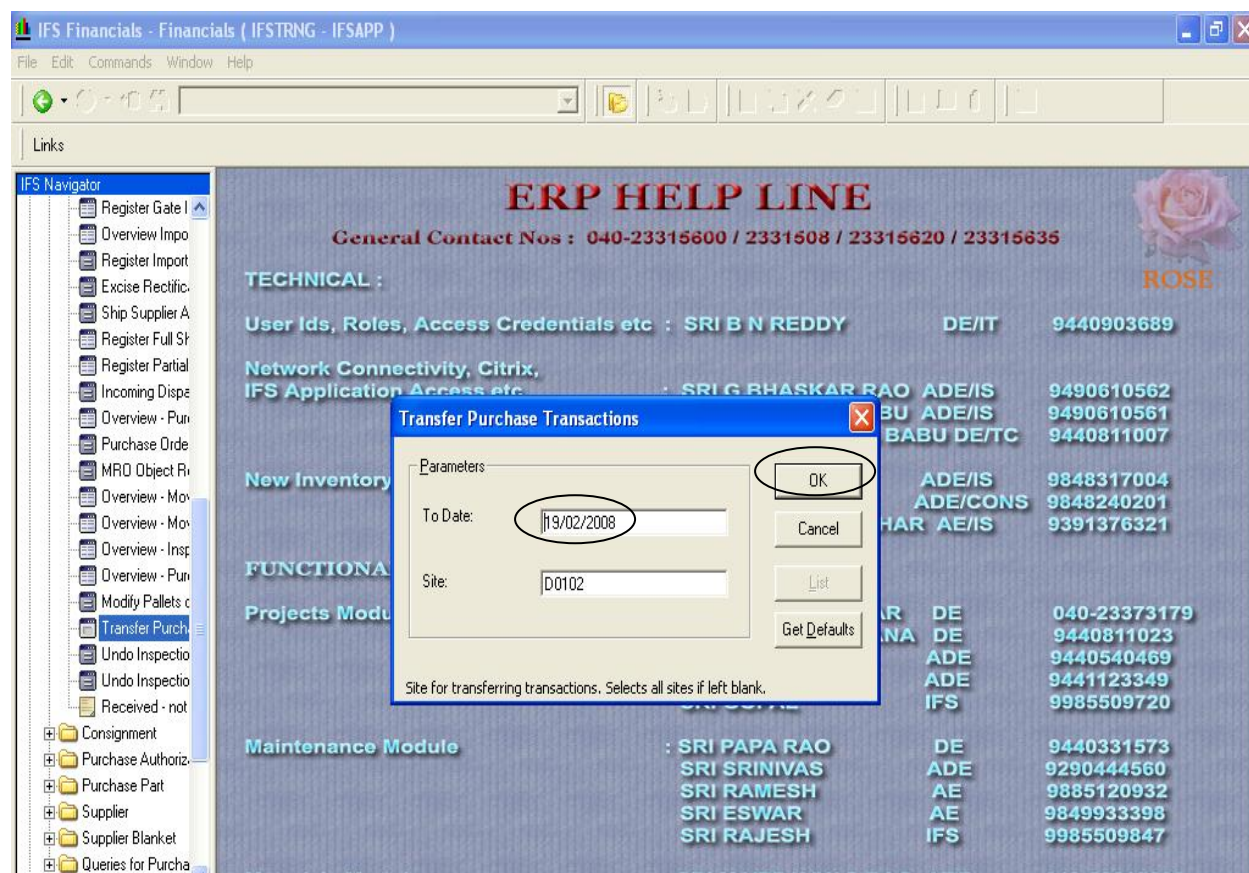
Job ID	Description	Batch Queue	State	Process Id	Language Code	User Id	User Name
15446	Transfer Inventory Transaction	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15445	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15444		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15443		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15442	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15441		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15440		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15439	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15438	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15437		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15436	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15435		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15434	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15433		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15432		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15431	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15430	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15429		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15428	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15427		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15426		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15425	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15424	Generate User Access)	Default Queue	Ready	2	en	IFSAPP	IFS ADMIN
15423		Default Queue	Ready	2	en	IFSAPP	IFS ADMIN

We can view the “MPL” Type vouchers through voucher entry screen.

Transfer purchase transactions:-

In IFS, the system will generate entries in projects module as and when the gate entry is made. To account for the transactions related to gate entry, the users have to run this activity.

Path:- Purchasing / Receipt / Transfer purchase transactions. The screen of Transfer purchase transaction will be as follows.



Steps:

1. Enter the date up to which purchase transactions are required to be transferred. By default system date will be appeared in the screen of Transfer of purchase transaction.
2. Select the site from list button.
3. Click on Ok. Do these three steps for all the sites linked with the company (unit).
4. On doing the above steps, the transactions will be flown to the Back ground Jobs. From where system will transfer the entries to the finance module. For these transactions system will generate “0”(Zero) Type vouchers. We can also execute the transactions from Back ground jobs to transfer the entries immediately to the finance module as follows

Voucher Approval:-

In IFS Applications, system will generate various types of vouchers based on function group on doing the activities in various screens. The user has to approve all the vouchers generated in various screen.

Path:- Accounting Rules/Voucher/Voucher Approval.

1. Open the Voucher Approval screen. Click on Populate Button or press “F2”. The system will display all the vouchers that are to be approved.

IFS Financials - Financials - [9900 - Voucher Approval]

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Voucher Info

User Group for Approval: AP User Id for Approval: COREUSER Date for Approval: 20/02/2008

Voucher Status	Voucher Type	Voucher No	Voucher Date	Year	Period	Entry Date	Entered By User Group	Entered by User	Debit Amount in Acc Curr	Credit Am in Acc C
Not Approved	N	200700001	11/04/2007	2007	1	06/09/2007	EN	SA0BNR02	114800.00	11480
Not Approved	N	200700002	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	18800.00	1880
Error	I	200700003	04/04/2007	2007	1	30/07/2007	AP	SA0LOAN1	3191833.00	319183
Not Approved	N	200700003	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	30000.00	3000
Not Approved	N	200700004	07/04/2007	2007	1	12/09/2007	EN	SA0BNR02	91100.00	9110
Not Approved	N	200700005	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	67900.00	6790
Not Approved	N	200700006	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	3200.00	320
Not Approved	N	200700007	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	94700.00	9470
Not Approved	N	200700008	30/04/2007	2007	1	12/09/2007	EN	SA0BNR02	116300.00	11630
Not Approved	N	200700009	26/04/2007	2007	1	12/09/2007	EN	SA0BNR02	692000.00	69200
Not Approved	N	200700010	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	30200.00	3020
Not Approved	N	200700011	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	170000.00	17000
Not Approved	N	200700012	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	15900.00	1590
Not Approved	N	200700013	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	104700.00	10470
Not Approved	N	200700014	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	32500.00	3250
Not Approved	N	200700015	30/05/2007	2007	2	12/09/2007	EN	SA0BNR02	4500.00	450
Not Approved	N	200700016	30/05/2007	2007	2	12/09/2007	EN	SA0BNR02	39400.00	3940
Not Approved	N	200700017	30/05/2007	2007	2	12/09/2007	EN	SA0BNR02	1031100.00	103110
Not Approved	N	200700018	25/05/2007	2007	2	12/09/2007	EN	SA0BNR02	725100.00	72510
Not Approved	N	200700019	30/05/2007	2007	2	12/09/2007	EN	SA0BNR02	27700.00	2770

2. To approve the vouchers, Select the vouchers, Do RMB click on Approve Voucher.

IFS Financials - Financials - [9900 - Voucher Approval]

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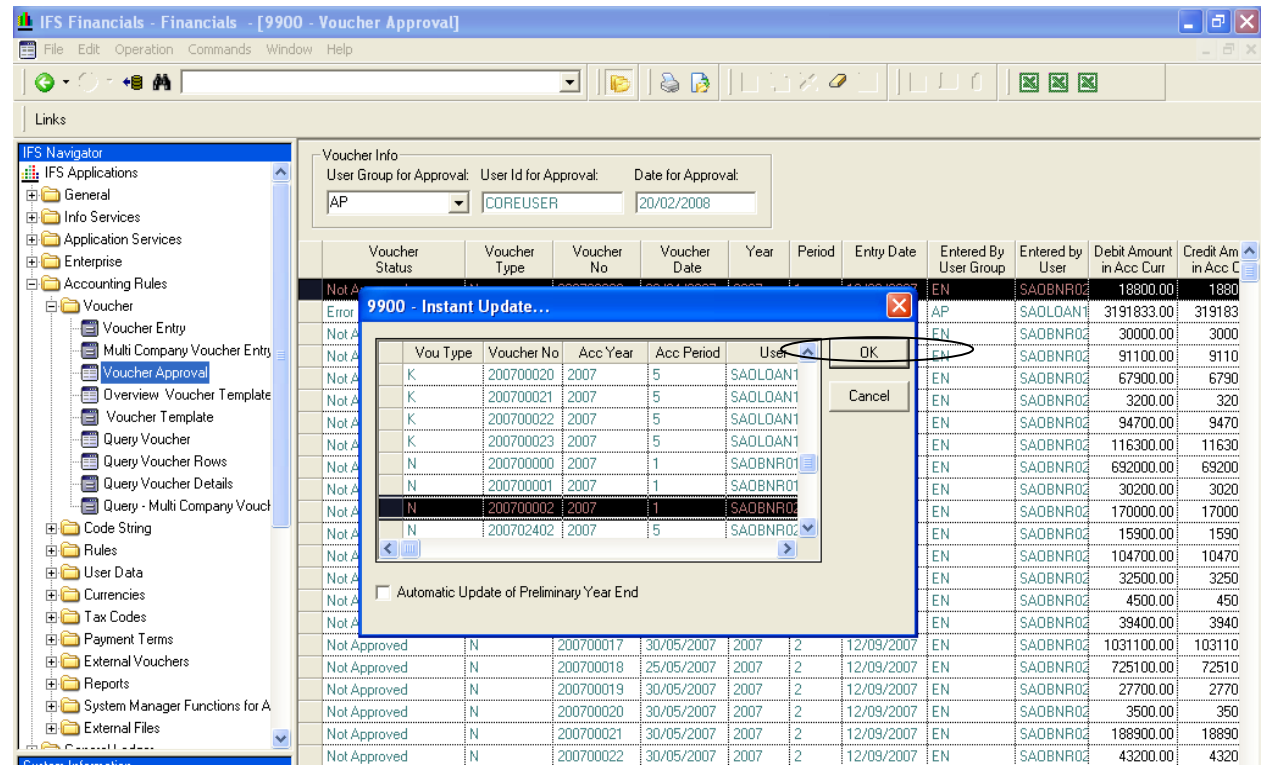
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Voucher Info

User Group for Approval: AP User Id for Approval: COREUSER Date for Approval: 20/02/2008

Voucher Status	Voucher Type	Voucher No	Voucher Date	Year	Period	Entry Date	Entered By User Group	Entered by User	Debit Amount in Acc Curr	Credit Am in Acc C
Not Approved	N	200700001	11/04/2007	2007	1	06/09/2007	EN	SA0BNR02	114800.00	11480
Not Approved	N	200700002	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	18800.00	1880
Error	I	200700003	04/04/2007	2007	1	30/07/2007	AP	SA0LOAN1	3191833.00	319183
Not Approved	N	200700003	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	30000.00	3000
Not Approved	N	200700004	07/04/2007	2007	1	12/09/2007	EN	SA0BNR02	91100.00	9110
Not Approved	N	200700005	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	67900.00	6790
Not Approved	N	200700006	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	3200.00	320
Not Approved	N	200700007	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	94700.00	9470
Not Approved	N	200700008	30/04/2007	2007	1	12/09/2007	EN	SA0BNR02	116300.00	11630
Not Approved	N	200700009	26/04/2007	2007	1	12/09/2007	EN	SA0BNR02	692000.00	69200
Not Approved	N	200700010	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	30200.00	3020
Not Approved	N	200700011	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	170000.00	17000
Not Approved	N	200700012	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	15900.00	1590
Not Approved	N	200700013	20/04/2007	2007	1	12/09/2007	EN	SA0BNR02	104700.00	10470
Not Approved	N	200700014	11/04/2007	2007	1	12/09/2007	EN	SA0BNR02	32500.00	3250
Not Approved	N	200700015	30/05/2007	2007	2	12/09/2007	EN	SA0BNR02	4500.00	450
Not Approved	N	200700016	30/05/2007	2007	2	12/09/2007	EN	SA0BNR02	39400.00	3940

3. Now the system will ask for should approved vouchers be updated via instant update general ledger. If we click on “Yes” the system will approve the all selected vouchers and update the General ledger also. On clicking the “Yes”, the system will drag on to small pop up Box “Instant update” where user has to click on OK.



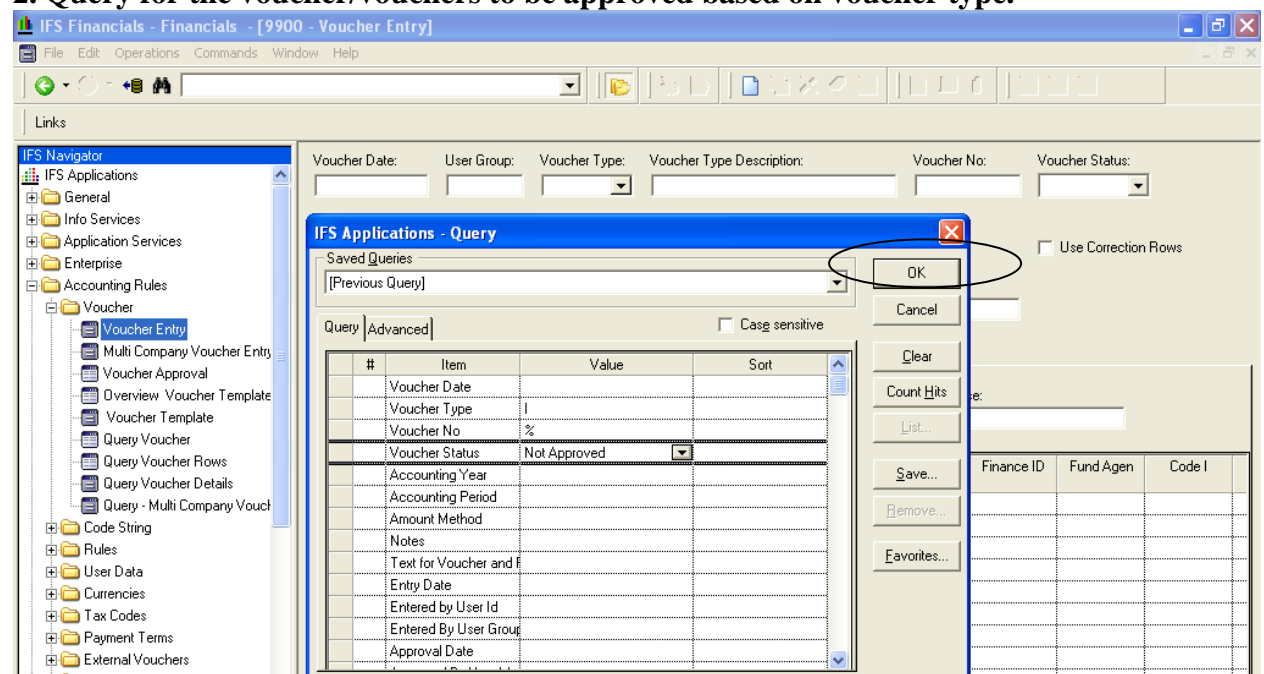
Then system will give message as Journal completed.

Voucher approval can also be made through voucher entry screen as follows.

Path: Accounting Rules/Voucher/Voucher Entry.

1. Open the voucher entry screen.

2. Query for the voucher/vouchers to be approved based on voucher type.



3. Click on “Ok” the system will display all the vouchers based on selection.

IFS Financials - Financials - [9900 - Voucher Entry]

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System Information

Database: IFSPROD
Sid: IFSPROD
Fnd User: COREUSER
IfmVoucherRow

Voucher Date: 27/10/2007 User Group: AP Voucher Type: Supplier invoice, entry Voucher No: 200700325 Voucher Status: Not Approved

Accounting Period: 2007 07 October 2007 Amount Method: Notes Use Correction Rows

Text Id: Text for Voucher and Row: REPAYMENT OF LOAN DUE TO ICICI

Voucher Postings View Voucher Rows Header Details

Code Part Value: Code Part Description: Currency Balance: 0.00 Balance: 0.00

Account	Account Description	Amount	Code I	Project	Cost Cent	Cost Cent Description	Employee	Work Order
051.050	REPAYMENT DUE	-348890.00						
078.201	INTEREST ON BONDS 2004	348890.00						

Code Part Value NUM

start IFS Financials - Fi... IFS Financials - Fi... IFS Applications 1... Microsoft Excel ERP_Material Fina... 6:23 PM

4. Select the “Approved” from Drop down button and click on save or press “F12”. Now the voucher will be approved. In this process the System will allow the user to approve vouchers one by one only.

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System Information

Database: IFSPROD
Sid: IFSPROD
Fnd User: COREUSER
IfmVoucherRow

Voucher Date: 27/10/2007 User Group: AP Voucher Type: Supplier invoice, entry Voucher No: 200700325 Voucher Status: Approved

Accounting Period: 2007 07 October 2007 Amount Method: Notes Use Correction Rows

Text Id: Text for Voucher and Row: REPAYMENT OF LOAN DUE TO ICICI

Voucher Postings View Voucher Rows Header Details

Code Part Value: Code Part Description: Currency Balance: 0.00 Balance: 0.00

Account	Account Description	Amount	Code I	Project	Cost Cent	Cost Cent Description	Employee	Work Order
051.050	REPAYMENT DUE	-348890.00						
078.201	INTEREST ON BONDS 2004	348890.00						

Code Part Value NUM

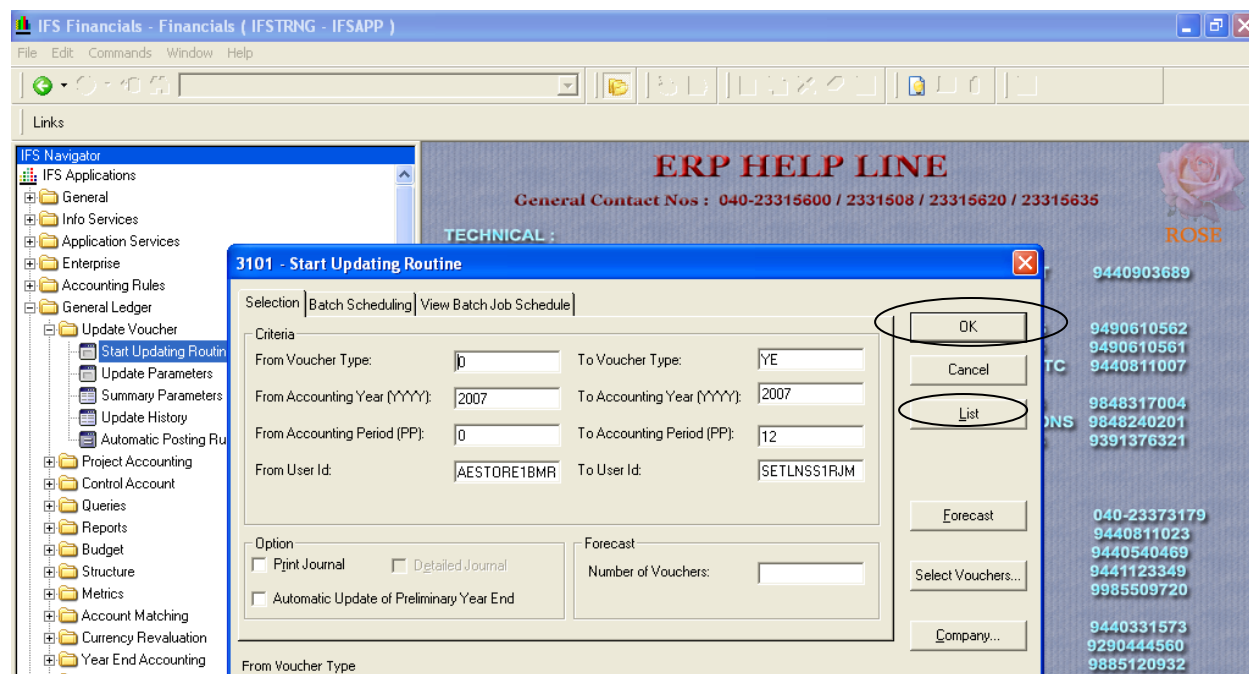
start IFS Financials - Fi... IFS Financials - Fi... IFS Applications 1... Microsoft Excel ERP_Material Fina... 6:23 PM

Updation of Vouchers to the General Ledger:-

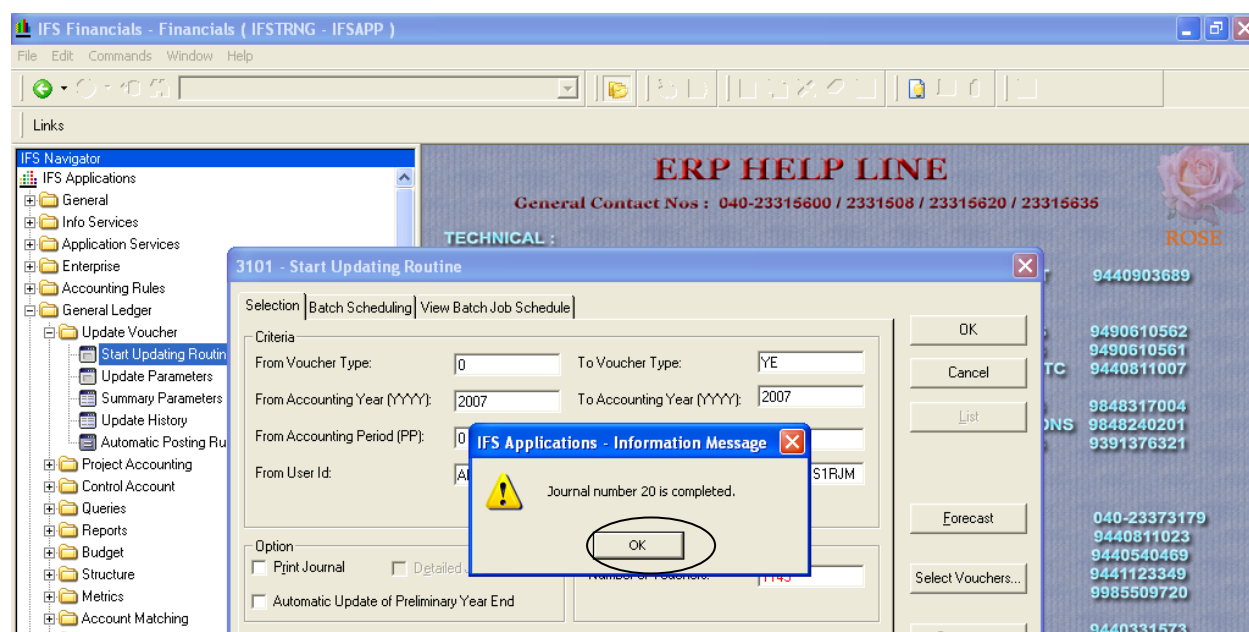
In IFS Applications, all the approved vouchers should be updated to the General Ledger for closing the period. Unless and until all the vouchers are updated to the General Ledger, the system will not allow to close the period. The process for updation of vouchers to the General Ledger is as follows.

Path: General Ledger/Up date voucher/Start up date routine.

1. Open the screen. By default the system will take all the fields. If any manual selection is required, the user can select the fields as per requirement.
2. Select Voucher Type, Accounting Year, Accounting Period and user ID from list Button.
3. Click on OK.



The system will give message as Journal completed. Click on Ok.



Accounting of Earnest Money Deposit, Security Deposit DDs received from Contractors and suppliers:-

In day to day activities we may come across with the receipt of Demand Drafts from the suppliers/Contractors towards Earnest Money Deposit and Security Deposit against the Tenders and agreements. As there is no tendering process in ERP, user can not account for these transactions against the Tender or Agreements. However, user can account for these transactions against the Supplier/Contractor through the following process provided Supplier ID should exist and attached to the company.

Path:Payment/Cash Book/Mixed Payment/Mixed payment

1.Open the Mixed Payment screen. Click On General TAB.

The screenshot shows the IFS Financials - Financials - [9100 - Mixed Payment] application. The left-hand navigation pane is expanded, showing the 'Mixed Payment' option under the 'Payment' folder. The main window displays the 'General Transactions' form. This form includes input fields for 'Cash Account', 'Statement No.', and 'Remaining Amount'. Below these fields is a 'Totals' section with sub-fields for 'Debit', 'Credit', 'Debit In Acc Curr', and 'Credit In Acc Curr'. The bottom portion of the window is occupied by a large table with the following headers: 'Lump Sum Trans Number', 'Mixed Payment Transaction Type', 'Account', 'Amount', 'Bank Transaction Code', 'Pre Posting', 'Manual Posting', 'Lump Sum Trans Date', and 'Currency'. The table is currently empty of data rows. The Windows taskbar at the bottom shows several open applications, including 'IFS Applications 11-M...', 'IFS Financials - Finan...', and 'ERP_Material Finance...'. The system clock indicates the time is 5:23 PM.

2. Click on New or Press “F5”. Select Cash Account as ‘Receipt Account’ from LOV or “F8”.

3. Enter payment date. By default this field will be filled up with the system date.

4. Select “Manual” in the field of Balance method through the Drop down Button.

5. Give voucher Text as DD Received from M/s._____ towards EMD/SD against Tender Enquiry No./Agreement No.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: SBH (RECEIP) Statement No: 44 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 21/02/2008 Payment Status:

Currency: INR Currency Rate: 1.0000 Div Factor: 1 Currency Type: 1 Balance Method: Manual

Voucher Information

Voucher Date: 21/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: DD received from M/s. Anand Agencies towards EMD vide D.D. No. 234567 Dt.21/02/08 against T.E. No.10/2007

Balances

Calculated:	Actual Opening:	Actual Closing:
-4521073.45		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
-4521073.45	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent

Employee	Work Order	Assets	Project	Finance ID	Fund Agen	Code I	Code J

start IFS Applications 11-M... IFS Financials - Finan... ERP_Material Finance... 5:32 PM

6. Go to Transaction TAB , Click on New or press “F5”.

7. Select “Manual Supplier” in Mixed payment transaction type field.

8. Give Account Number in Account field either with the help of LOV or enter manually.

9. Give amount in Amount field. (Here no necessary to put the sign). As it is a receipt, system will automatically take as positive figure.

10. Enter DD No., Date and Bank name in respective fields.

11. Select Supplier ID in Payer identity field from LOV or “F8”.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPaymentLumpSum
tblMixedPaymentLumpSum

General Transactions

Cash Account: BH (RECEIPT) Statement No: 44 Remaining Amount: -10000.00

Totals

Debit: 10000.00 Credit: 0.00

Lump Sum Trans Nur	Mixed Payment Transaction Type	Account	Account Description	Amount	Cheque No	Cheque Date	Bank Name	Tax Code	Worl
1	Manual Supplier	046.123	EARNEST MO	10000.00	234567	21/02/2008	ICICI		

NUM

start IFS Applications 11-M... IFS Financials - Finan... ERP_Material Finance... 5:43 PM

12. Click on save or Press “F12”. Now the transaction will be in “Not Approved” Status.

13. To approve the voucher, Go to General TAB, Do RMB , Click on Approve. Now the transaction will be get approved and the system will generate voucher.

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General Transactions

Cash Account: BH (RECEIPT) Statement No: 44 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 21/02/2008 Payment Status: Approved

Currency: INR Currency Rate: 1 Div Factor: 1 Currency Type: 1 Balance Method: Manual

Voucher Information

Voucher Date: 21/02/2008 User Group: AP Voucher Type: N Voucher No: 200701095 Accounting Period: 2007 11

Voucher Text

DD received from M/s. Anand Agencies towards EMD vide D.D. No. 234567 Dt.21/02/08 against T.E. No.10/2007

Balances

Calculated: -4511073.45 Actual Opening: -4521073.45 Actual Closing: -4511073.45

Balances in Accounting Currency

Calculated: -4511073.45 Actual Opening: -4521073.45 Actual Closing: -4511073.45

Bank To Bank Transfer

Company: Short Name: User Group: Voucher Type: Voucher No: Statement No: Account: Cost Cent:

Employee: Work Order: Assets: Project: Finance ID: Fund Agen: Code I: Code J:

Accounting of Tender Specification cost :-

In day to day activities, we may come across with the receipts of Tender specification cost. It is not necessary to account for these transactions against the supplier/Contractor. The process to account for these transactions in IFS Applications can be done as follows.

Path: Payment/Cash Book/Mixed Payment/Mixed payment.

1. Open the mixed payment screen. Click on General TAB.
2. Click on New or Press “F5”.
3. Select the “Receipt Account” in Cash Account field from LOV.
4. Enter receipt date in payment date field. By default system will take present date.
5. Give voucher Text as “DD/Cash received from _____ towards _____ vide D.D. No.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: SBH RECEIP Statement No: 45 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 22/02/2008 Payment Status:

Currency: INR Currency Rate: 1.0000 Div Factor: 1 Currency Type: Detailed Balance Method:

Voucher Information

Voucher Date: 22/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: DD received from M/s. _____ towards Tender specification cost against TE No. _____ Vide D.D. No. _____

Balances

Calculated:	Actual Opening:	Actual Closing:
-4511073.45		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
-4511073.45	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent:

Employee:	Work Order:	Assets:	Project:	Finance ID:	Fund Agen:	Code I:	Code J:

start ERP_Material Finance... IFS Applications 11-M... IFS Financials - Finan... 11:50 AM

6. Go to Transaction TAB, Click on New or press “F5”.
7. Select “Direct Cash Payment” in Mixed payment transaction type field through the drop down button.
8. Give amount in Amount field. (Here no necessary to put the sign). As it is a receipt, system will automatically take as positive figure.

9. Enter DD No., Date and Bank name and Tax code as “N” in respective fields.

10. Select the line, DO RMB, click on manual posting.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

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System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPaymentLumpSum
tblMixedPaymentLumpSum

General Transactions

Cash Account: SBH (RECEIP) Statement No: 45 Remaining Amount: -225.00

Totals

Debit: Credit: Debit In Acc Curr: 225.00 Credit In Acc Curr: 0.00

Lump Sum Trans Nur	Mixed Payment Transaction Type	Account	Account Description	Amount	Cheque No	Cheque Date	Bank Name	Tax Code	Work
1	Direct Cash Payment			225.00	24567	22/02/2008	ICICI	N	

Match Payment...
Match All Payments...
Manual Posting...
Internal Manual Postings...
Pre Posting...
Reference Details...
Open Supplier Bills...
Open Supplier Checks...
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Check Printing...
Payroll Loan Details Information

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Query...
Copy Object
Paste Object
Undo Object Edits
Properties

start ERP_Material Finance... IFS Applications 11-M... IFS Financials - Finan... 11:51 AM

11. System will drag on to the another window called “Manual Posting” where the user has to give the account number and amount allocation wise. As the Tender specification cost attracts two different chart of accounts, user has to give account number “062.917” for sale amount and “046.926” for Sales Tax/VAT portion.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

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 - Bank Reconciliation
 - Cash Book Queries And Report
 - Cash Book Basic Data
 - Payment Schedule
 - Automatic Payment
 - Payment Documents
 - Manual Payment

System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPaymentManPosting
tblManualPosting

3101 - Manual Posting

Amount Method: Net Amount Entry Gross Amount: 225.00
Net Amount: 225.00
Tax Amount: 0.00

Text: DD received from M/s. towa Balance: 0.00 Balance in Acc Curr: 0.00

Code Part Value: 046.926 Code Part Description: SALES TAX PAYABLE TO GOVERNMENT

Account	Amount	Code I	Cost Cent	Employee	Work Order
062.917	-200.00				
046.926	-25.00				

Remaining Amount: -225.00
Credit In Acc Curr: 0.00

Cheque Date: 22/02/2008 Bank Name: ICICI Tax Code: Work Order:

Buttons: OK, Cancel, New, Remove, List..., Internal Postings

start ERP_Material Finance... IFS Applications 11-M... IFS Financials - Finan... 11:52 AM

12. See that the remaining amount field of ‘Manual posting’ window should be “0” (Zero). Click on OK.

13. Click on save or Press “F12”.

14. Now the transaction will be in “Not Approved” status. To Approve go to General TAB, Do RMB and click on Approve. The system will generate “N” Type voucher.

Accounting of receipts for sale of old news paper and other misc.Receipts:-

In day to day activities we may come across with the transactions like sale of old news paper and receipt of other miscellaneous amounts. In IFS applications, users have to account for these miscellaneous transactions as follows.

Path:-Payment/Cash Book/Mixed payment/Mixed payment.

1. Open the mixed payment screen. Click on General TAB.
2. Click on New or Press “F5”.
3. Select the “Receipt Account” in Cash Account field from LOV.
4. Enter receipt date in payment date field. By default system will take present date.
5. Give voucher Text as “DD/Cash received from _____ towards _____ vide D.D. No.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

File Edit Operations Commands Window Help

Links

IFS Navigator

- IFS Applications
 - General
 - Info Services
 - Application Services
 - Enterprise
 - Accounting Rules
 - General Ledger
 - Report Generator
 - Consolidated Accounts
 - Invoice
 - Payment
 - Cash Book
 - Mixed Payment
 - Overview Mixed Payments
 - Overview Mixed Payment De
 - Mixed Payment
 - Query - Mixed Payment Data
 - External Interface
 - Auto Cash External Interface
 - Bank Reconciliation
 - Cash Book Queries And Reports
 - Cash Book Basic Data
 - Payment Schedule
 - Automatic Payment
 - Payment Documents
 - Manual Payment
 - System Cash Management

System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPayment
frmMixedPayment

General Transactions

Cash Account: SBH (RECEIP) Statement No: 46 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 22/02/2008 Payment Status:

Currency: INR Currency Rate: 1.0000 Div Factor: 1 Currency Type: Detailed Balance Method:

Voucher Information

Voucher Date: 22/02/2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2007 11

Voucher Text: DD/Cash received from M/s. towards sale of old news paper

Balances

Calculated:	Actual Opening:	Actual Closing:
-4510848.45		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
-4510848.45	0.00	0.00

Bank To Bank Transfer

Company	Short Name	User Group	Voucher Type	Voucher No	Statement No	Account	Cost Cent

Employee	Work Order	Assets	Project	Finance ID	Fund Agent	Code I	Code J

start ERP_Material Finance... IFS Applications 11-M... IFS Financials - Finan... 12:46 PM

6. Go to Transaction TAB, Click on New or press “F5”.
7. Select “Direct Cash Payment” in Mixed payment transaction type field through the drop down button.
8. Give account number and amount in respective fields. (Here no necessary to put the sign). As it is a receipt, system will automatically take as positive figure.

9. Enter DD No., Date and Bank name and Tax code as “N” in respective fields.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [3101 - Mixed Payment]

File Edit Operations Commands Window Help

Links

IFS Navigator

- IFS Applications
 - General
 - Info Services
 - Application Services
 - Enterprise
 - Accounting Rules
 - General Ledger
 - Report Generator
 - Consolidated Accounts
 - Invoice
 - Payment
 - Cash Book
 - Mixed Payment
 - Overview Mixed Payments
 - Overview Mixed Payment De
 - Mixed Payment
 - Query - Mixed Payment Deta
 - External Interface
 - Auto Cash External Interface
 - Bank Reconciliation
 - Cash Book Queries And Reports
 - Cash Book Basic Data
 - Payment Schedule
 - Automatic Payment
 - Payment Documents
 - Manual Payment
 - Customer Credit Management

System Information

Database: IFSTRNG
Sid: IFSTRNG
MixedPaymentLumpSum
tblMixedPaymentLumpSum

General Transactions

Cash Account: SBH (RECEIP) Statement No: 46 Remaining Amount: -100.00

Totals

Debit: Credit: Debit In Acc Curr: 100.00 Credit In Acc Curr: 0.00

Lump Sum Trans Nur	Mixed Payment Transaction Type	Account	Account Description	Amount	Cheque No	Cheque Date	Bank Name	Tax Code	Work Order	Payer/Ps Identit
→ 1	Direct Cash Payment	062 900	MISCELLANEOUS	100.00	24567	22/02/2008	sbh	N		

NUM

13. Click on save or Press “F12”.

14. Now the transaction will be in “Not Approved” status. To Approve go to General TAB, Do RMB and click on Approve. The system will generate “N” Type voucher.

Accounting of receipts for sale of material/scrap:- As per rules in vogue, No material/scrap will be delivered from the stores/sites against sale orders unless and until the payment is received in full from the buyer. Thus this is an advance payment received from the buyer against the Sale/Customer order. In certain cases we may come across that the payments are received after delivery of material. This happens mainly in sales made to Discoms. This will not be an advance payment. Thus there are advance receipts as well as receipts after delivery against sale orders. Hence the process of accounting depends up on the receipt type i.e. Advance receipt or Receipt after delivery.

We are aware that the amount paid by the buyer against Sale Order comprises the Basic price (Sale value) and Taxes. Penalty towards delayed payment and delay in lifting of material/scrap will be collected separately.

I. When the payment is received in advance:-

Path:Payment/Cash Book/Mixed Payment/Mixed payment

1.Open the Mixed Payment screen. Click On General TAB.

The screenshot displays the 'IFS Financials - Financials - [3100 - Mixed Payment]' window. The 'General' tab is selected and highlighted with a red circle. The window features a navigation pane on the left with a tree structure where 'Mixed Payment' is selected. The main area contains several input fields: 'Cash Account' (with a dropdown arrow), 'Statement No.', and 'Remaining Amount'. Below these are 'Totals' fields for 'Debit', 'Credit', 'Debit In Acc Curr', and 'Credit In Acc Curr'. At the bottom, there is a table with the following columns: 'Lump Sum Trans Number', 'Mixed Payment Transaction Type', 'Account', 'Amount', 'Tax Code', 'Cheque No', and 'Cheque Date'.

2. Click on New or Press “F5”. Select Cash Account as ‘Receipt Account’ from LOV or “F8”.

3. Enter payment date. By default this field will be filled up with the system date.

4. Select “Manual” in the field of Balance method through the Drop down Button.

5. Give voucher Text as DD Received from M/s._____ towards Sale order amount against sale order No._____ vide D.D. No._____ Date.

IFS Applications Finance Module Activity Wise Course Material

General Transactions

Cash Account: SBH (RECEIP) Statement No: 103 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 10-10-2008 Payment Status:

Currency: INR Currency Rate: 1.0000 Div Factor: 1 Currency Type: 1 Balance Method: Manual

Voucher Information

Voucher Date: 10-10-2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2008 7 Parent

Voucher Text: ved from M/s. Raja Metals, New Delhi towards sale amount against Sale order No.01/08-09 vide D.D. No.123 Dt:10-10-08

Balances

Calculated:	Actual Opening:	Actual Closing:
-47461.00		

Balances in Accounting Currency

Calculated:	Actual Opening:	Actual Closing:
-47461.00	0.00	0.00

Bank To Bank Transfer

6. Click on Transactions TAB

7. Click on New or Press “F5”

8. Select “Manual customer” in Mixed payment Transaction type column from Drop down Button.

9. Give Account No. “046.922” manually or select from LOV.

10. Give amount in Amount column. Here no need to specify the “Sign”. By default system will take as positive amount.

11. Enter D.D.No., Date and Bank Name in respective columns.

12. Select Customer ID in payer/Payee identity column.

General Transactions

Cash Account: BH (RECEIPT) Statement No: 103 Remaining Amount: -10000.00

Totals

Debit:	Credit:	Debit In Acc Curr:	Credit In Acc Curr:
		10000.00	0.00

Lur Tra	Mixed Payment Transaction-Type	Account	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer/Payee Identity	Name	Assel
1	Manual Customer	046.922	10000		123456	10-10-2008	sbh	CORAME003	Raja Metals	

13. Click on Save Button or Press “F12”.

14. Now the statement will be in “Not Approved” Status.

The screenshot shows the IFS Financials - Financials - [3100 - Mixed Payment] window. The 'General' tab is selected. The 'Payment Status' field is circled in red and contains the text 'Not Approved'. Other fields include Cash Account: BH (RECEIPT), Statement No: 103, Payment Institute: STATE BANK OF HYDERABAD, Payment Date: 10-10-2008, Currency: INR, Currency Rate: 1.0000, Div Factor: 1, Currency Type: 1, Balance Method: Manual. The 'Voucher Information' section shows Voucher Date: 10-10-2008, User Group: AP, Voucher Type: N, Voucher No: (blank), Accounting Period: 2008 7, and a checkbox for Parent. The 'Balances' section shows Calculated: -47461.00, Actual Opening: (blank), Actual Closing: (blank). The 'Balances in Accounting Currency' section shows Calculated: -47461.00, Actual Opening: 0.00, Actual Closing: 0.00. The 'Bank To Bank Transfer' section is also visible.

15. To Approve go to General TAB, Do RMB and click on Approve. The system will generate “N” Type voucher.

The screenshot shows the IFS Financials - Financials - [3100 - Mixed Payment] window. The 'General' tab is selected. The 'Payment Status' field is circled in red and contains the text 'Approved'. The 'Voucher Type' field is circled in red and contains the text 'N'. The 'Voucher No.' field is circled in red and contains the text '200800108'. Other fields include Cash Account: BH (RECEIPT), Statement No: 103, Payment Institute: STATE BANK OF HYDERABAD, Payment Date: 10-10-2008, Currency: INR, Currency Rate: 1, Div Factor: 1, Currency Type: 1, Balance Method: Manual. The 'Voucher Information' section shows Voucher Date: 10-10-2008, User Group: AP, Voucher Type: N, Voucher No: 200800108, Accounting Period: 2008 7, and a checked checkbox for Parent. The 'Balances' section shows Calculated: -37461.00, Actual Opening: -47461.00, Actual Closing: -37461.00. The 'Balances in Accounting Currency' section shows Calculated: -37461.00, Actual Opening: -47461.00, Actual Closing: -37461.00. The 'Bank To Bank Transfer' section is also visible.

Payment received towards penalty for delayed payment as well as for delay in lifting of material/scrap shall be accounted duly following the steps explained in Accounting of receipts for sale of old news paper and other misc.Receipts.

5. Click on Transaction TAB. Click on New or Press “F5”

6. Select Enter Customer Payment in Mixed payment transaction type column.

7. Put amount “0” in amount column.

8. Enter D.D. No., Date and Bank Name in respective columns.

9. Select the Customer ID (From whom the payment is received) in Payer/Payee identity column .

IFS Financials - Financials - [3100 - Mixed Payment]

File Edit Operations Commands Window Help

Links Mixed Payment Balance Analysis Monthly Material Transactions Report

IFS Navigator

- Part Catalog
- Inventory
- Customer Orders
 - Sales Enquiry
 - Emergency Requisitions
 - Sales Quotations
 - Customer Orders
 - Stage Billing
 - Load List
 - Manual Pegging
 - Reserve Customer Orders
 - Report Picking
 - Package Verification
 - Handle Consignment
 - Delivery of Customer Orders
 - Return Material Authorization
 - Invoicing of Customer Orders
 - Overview - Customer Invoices
 - Overview - Customer Invoice Lines
 - Create Customer Invoices
 - Create Collective Customer Invoices

General Transactions

Cash Account: BH (RECEIPT) Statement No: 104 Remaining Amount: 0.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 0.00

Lur Trs	Mixed Payment Transaction Type	Account	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer/Payee Identity	Name	Assel
1	Enter Customer Payment		0.00		234	10-10-2008	sbh	COSEN005	SE/OP/NALG	

12. Click on save or Press “F12”

13. Select the line DO RMB Click on “Match Payment”

IFS Financials - Financials - [3100 - Mixed Payment]

File Edit Operations Commands Window Help

Links Mixed Payment Balance Analysis Monthly Material Transactions Report

IFS Navigator

- Part Catalog
- Inventory
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 - Sales Enquiry
 - Emergency Requisitions
 - Sales Quotations
 - Customer Orders
 - Stage Billing
 - Load List
 - Manual Pegging
 - Reserve Customer Orders
 - Report Picking
 - Package Verification
 - Handle Consignment
 - Delivery of Customer Orders
 - Return Material Authorization
 - Invoicing of Customer Orders
 - Overview - Customer Invoices
 - Overview - Customer Invoice Lines
 - Create Customer Invoices
 - Create Collective Customer Invoices

General Transactions

Cash Account: BH (RECEIPT) Statement No: 104 Remaining Amount: 0.00

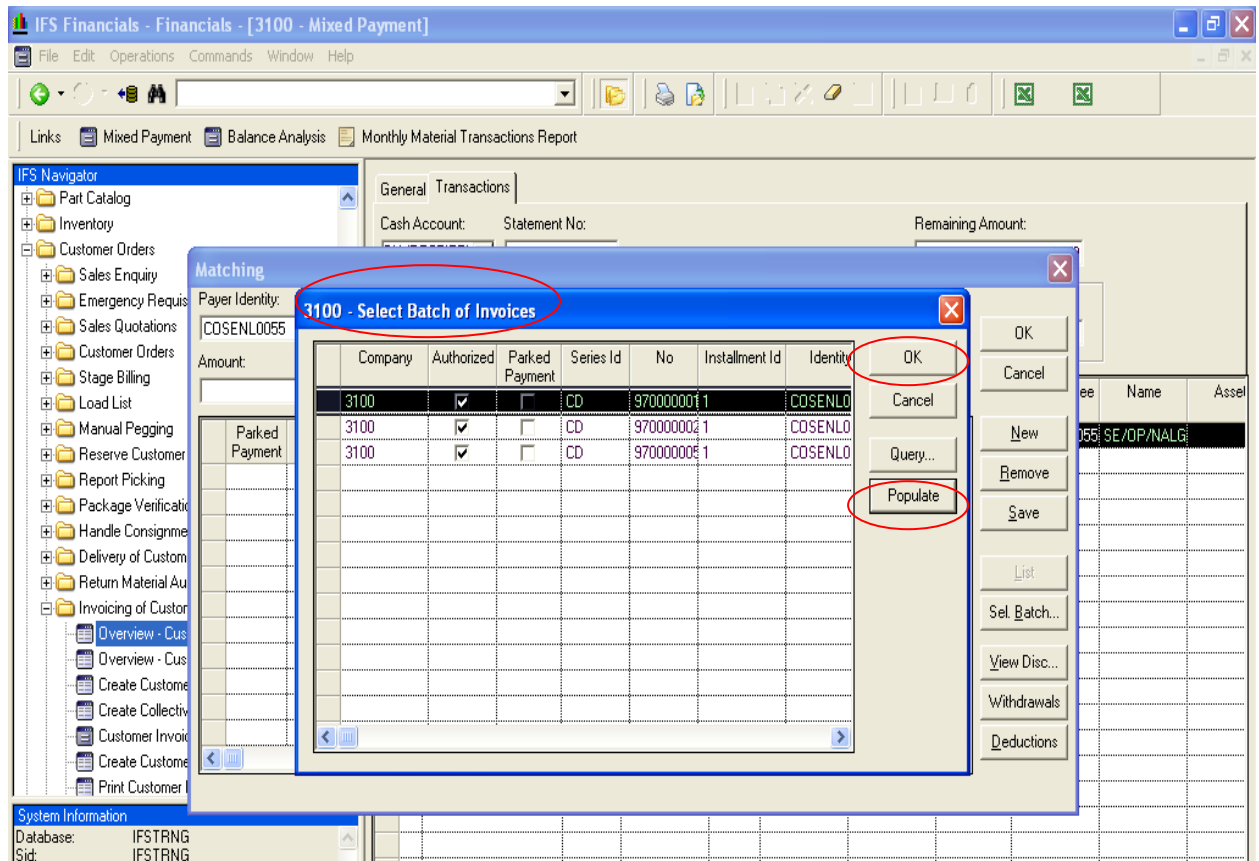
Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 0.00

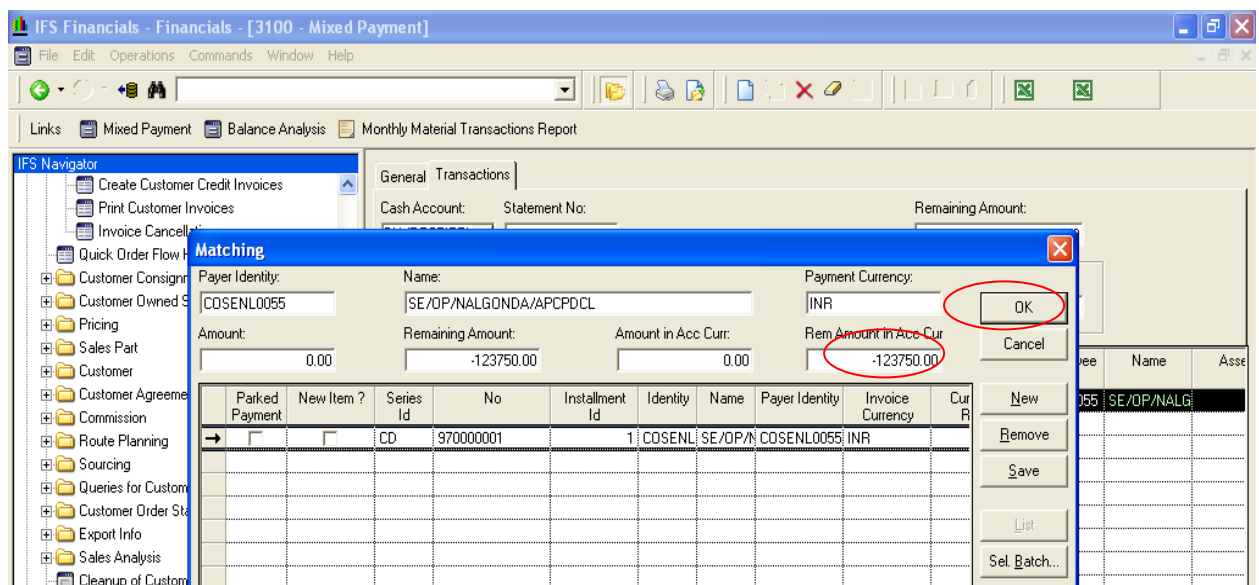
Lur Trs	Mixed Payment Transaction Type	Account	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer/Payee Identity	Name	Assel
1	Enter Customer Payment		0.00		234	10-10-2008	sbh	COSEN005	SE/OP/NALG	

Match Payment...
Match All Payments...
Manual Posting...
Internal Manual Postings...
Pre Posting...
Reference Details...
Open Supplier Bills...
Open Supplier Checks...
Print Receipt...
Payment Voucher...
Check Printing...
Payroll Loan Details Information

14. Now the system will drag the user to another small window called “Select Batch of Invoices”
15. Click on Populate. Now the system will display the all the Customer Invoices which are due to be paid.



16. Select the lines against which payment is received and Click on OK. On clicking the OK Button system will match the amount in Matching window.
17. Copy the amount shown in Rem Amount in Acc cur field. Click on OK.



- 18. Paste the copied amount in amount column of Mixed payment “Transaction TAB” window. Here the amount should be in positive. (Receipt should be positive in Mixed Payment window)**

IFS Financials - Financials - [3100 - Mixed Payment]

File Edit Operations Commands Window Help

Links Mixed Payment Balance Analysis Monthly Material Transactions Report

IFS Navigator

- Create Customer Credit Invoices
- Print Customer Invoices
- Invoice Cancellation
- Quick Order Flow Handling
- Customer Consignment Stock
- Customer Owned Stock
- Pricing
- Sales Part
- Customer
- Customer Agreement
- Commission
- Route Planning
- Sourcing
- Queries for Customer Order

General Transactions

Cash Account: BH (RECEIPT) Statement No: 104 Remaining Amount: -123750.00

Totals

Debit	Credit	Debit In Acc Curr	Credit In Acc Curr
		123750.00	0.00

Lur Trz	Mixed Payment Transaction Type	Account	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer/Payee Identity	Name	Asse
✓ 1	Enter Customer Payment		123750.00		234	10-10-2008	sbh	COSENLO055	SE/OP/NALG	

- 19. Click on Save or Press “F12”. Now the statement will be in Not Approved Status.**

IFS Financials - Financials - [3100 - Mixed Payment]

File Edit Operations Commands Window Help

Links Mixed Payment Balance Analysis Monthly Material Transactions Report

IFS Navigator

- Create Customer Credit Invoices
- Print Customer Invoices
- Invoice Cancellation
- Quick Order Flow Handling
- Customer Consignment Stock
- Customer Owned Stock
- Pricing
- Sales Part
- Customer
- Customer Agreement
- Commission
- Route Planning
- Sourcing
- Queries for Customer Order

General Transactions

Cash Account: BH (RECEIPT) Statement No: 104 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 10-10-2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.0000 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 10-10-2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2008 7 Parent

Voucher Text:

D.D. received from SE/OP/APCPDCL/Nalgonda towards sale amount against Sale Order No. 02/08-09 vide D.D. No.234

Balances

Calculated:	Actual Opening:	Actual Closing:	Calculated:	Actual Opening:	Actual Closing:
-37461.00			-37461.00	0.00	0.00

- 20. To Approve go to General TAB, Do RMB and click on Approve. The system will generate “N” Type voucher.**

IFS Financials - Financials - [3100 - Mixed Payment]

File Edit Operations Commands Window Help

Links Mixed Payment Balance Analysis Monthly Material Transactions Report

IFS Navigator

- Create Customer Credit Invoices
- Print Customer Invoices
- Invoice Cancellation
- Quick Order Flow Handling
- Customer Consignment Stock
- Customer Owned Stock
- Pricing
- Sales Part
- Customer
- Customer Agreement
- Commission
- Route Planning
- Sourcing
- Queries for Customer Order
- Customer Order Statistics
- Export Info

General Transactions

Cash Account: **BH/RECEIPT** Statement No: 104 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 10-10-2008 Payment Status: **Approved**

Currency: INR Currency Rate: 1 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 10-10-2008 User Group: AP Voucher Type: N Voucher No: **200800109** Accounting Period: 2008 7 ☒ Parent

Voucher Text:

D.D. received from SE/OP/APCPDCL/Nalgonda towards sale amount against Sale Order No. 02/08-09 vide D.D.No.234

Balances

Calculated:	Actual Opening:	Actual Closing:
86289.00	-37461.00	86289.00

Balances in Accounting Currency

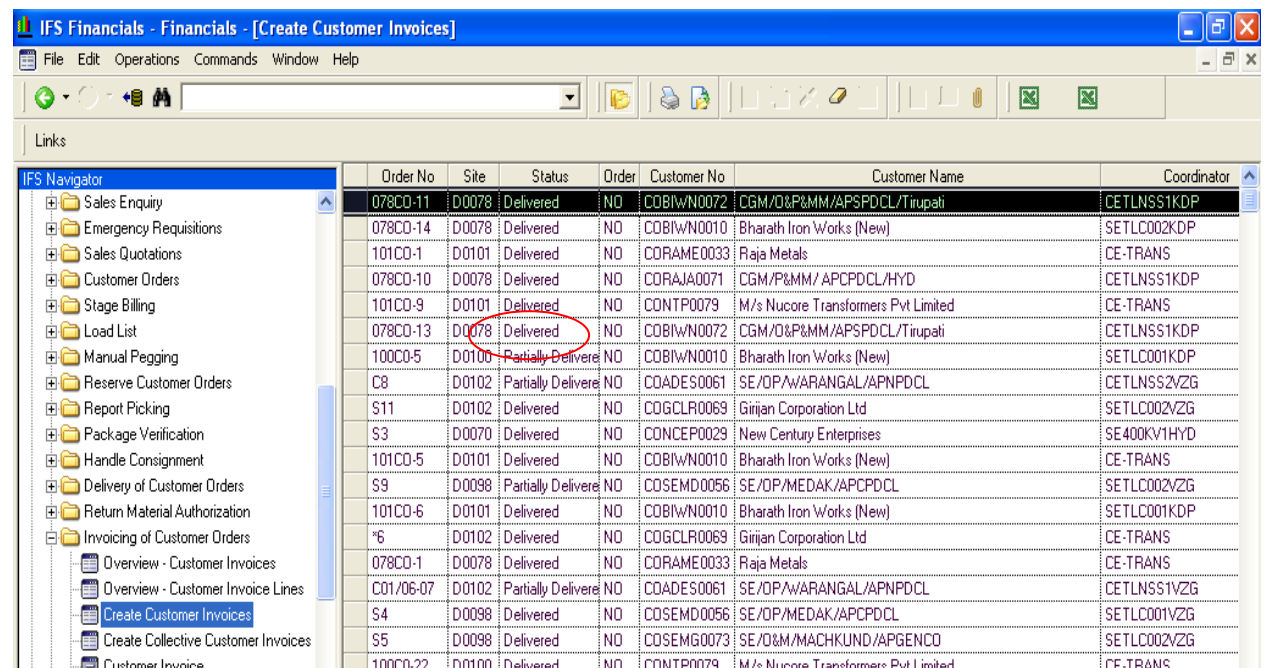
Calculated:	Actual Opening:	Actual Closing:
86289.00	-37461.00	86289.00

Creation of Customer Invoice against Sale of Material/Scrap against Sale Order:-

In IFS Applications, we have to prepare Customer Invoice after delivery of material/scrap against Sale Order or Customer Order. The following is the process to prepare a customer invoice.

Path:-Customer Orders/Invoicing of Customer orders/Create customer invoices.

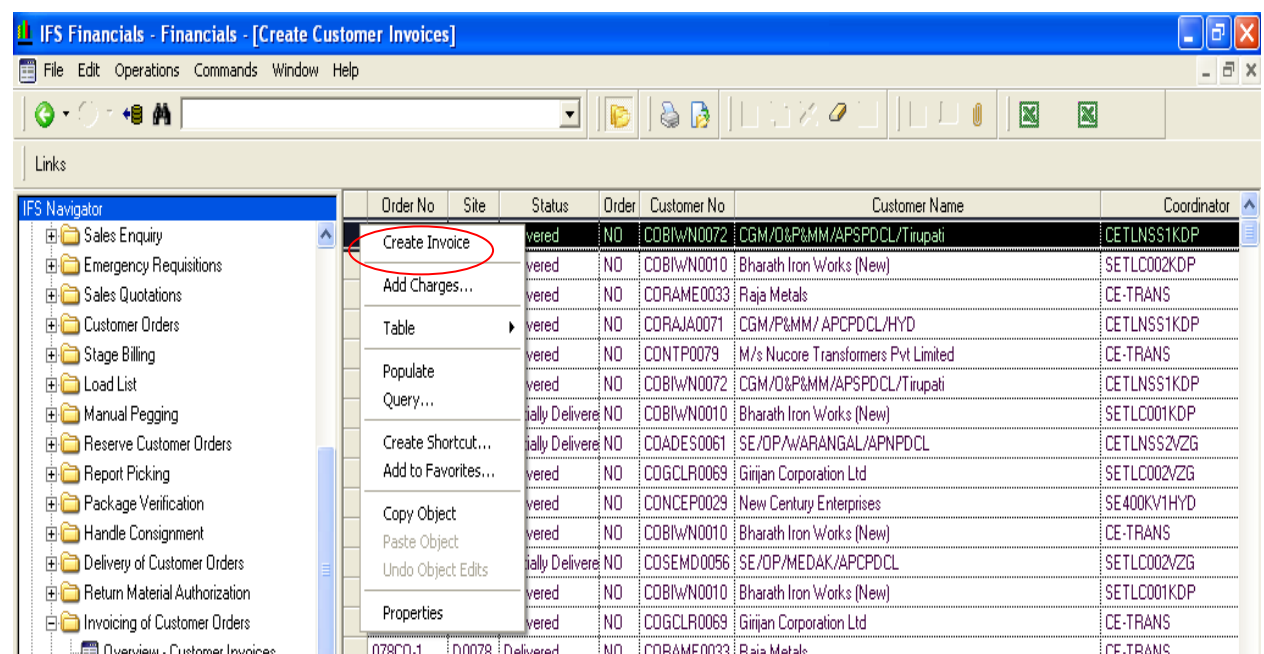
1. Open the Create customer invoices screen.
2. Click on populate. The system will display all the sales transactions against which material/scrap has been delivered. Here user can query for specific site related to his site.



The screenshot shows the 'Create Customer Invoices' window in IFS Financials. The 'IFS Navigator' on the left lists various functions, with 'Invoicing of Customer Orders' expanded. The main table displays a list of sales transactions with columns: Order No, Site, Status, Order, Customer No, Customer Name, and Coordinator. The row for Order No 078CO-13 and Site D0078 is highlighted, and the 'Status' column for this row is circled in red.

Order No	Site	Status	Order	Customer No	Customer Name	Coordinator
078CO-11	D0078	Delivered	NO	COBIWN0072	CGM/D&P&MM/APSPDCL/Tirupati	CETLNS51KDP
078CO-14	D0078	Delivered	NO	COBIWN0010	Bharath Iron Works (New)	SETLC002KDP
101CO-1	D0101	Delivered	NO	CORAME0033	Raja Metals	CE-TRANS
078CO-10	D0078	Delivered	NO	CORAJA0071	CGM/P&MM/APCPDCL/HYD	CETLNS51KDP
101CO-9	D0101	Delivered	NO	CONTP0079	M/s Nucore Transformers Pvt Limited	CE-TRANS
078CO-13	D0078	Delivered	NO	COBIWN0072	CGM/D&P&MM/APSPDCL/Tirupati	CETLNS51KDP
100CO-5	D0100	Partially Delivered	NO	COBIWN0010	Bharath Iron Works (New)	SETLC001KDP
C8	D0102	Partially Delivered	NO	COADES0061	SE/DP/ARANGAL/APNPDC	CETLNS52VZG
S11	D0102	Delivered	NO	COGCLR0069	Girijan Corporation Ltd	SETLC002VZG
S3	D0070	Delivered	NO	CONCEP0029	New Century Enterprises	SE400KV1HYD
101CO-5	D0101	Delivered	NO	COBIWN0010	Bharath Iron Works (New)	CE-TRANS
S9	D0098	Partially Delivered	NO	COSEMD0056	SE/DP/MEDAK/APCPDCL	SETLC002VZG
101CO-6	D0101	Delivered	NO	COBIWN0010	Bharath Iron Works (New)	SETLC001KDP
*6	D0102	Delivered	NO	COGCLR0069	Girijan Corporation Ltd	CE-TRANS
078CO-1	D0078	Delivered	NO	CORAME0033	Raja Metals	CE-TRANS
C01/06-07	D0102	Partially Delivered	NO	COADES0061	SE/DP/ARANGAL/APNPDC	CETLNS51VZG
S4	D0098	Delivered	NO	COSEMD0056	SE/DP/MEDAK/APCPDCL	SETLC001VZG
S5	D0098	Delivered	NO	COSEMD0073	SE/DP/MACHKUND/APGENCO	SETLC002VZG
100CO-22	D0100	Delivered	NO	CONTP0079	M/s Nucore Transformers Pvt Limited	CE-TRANS

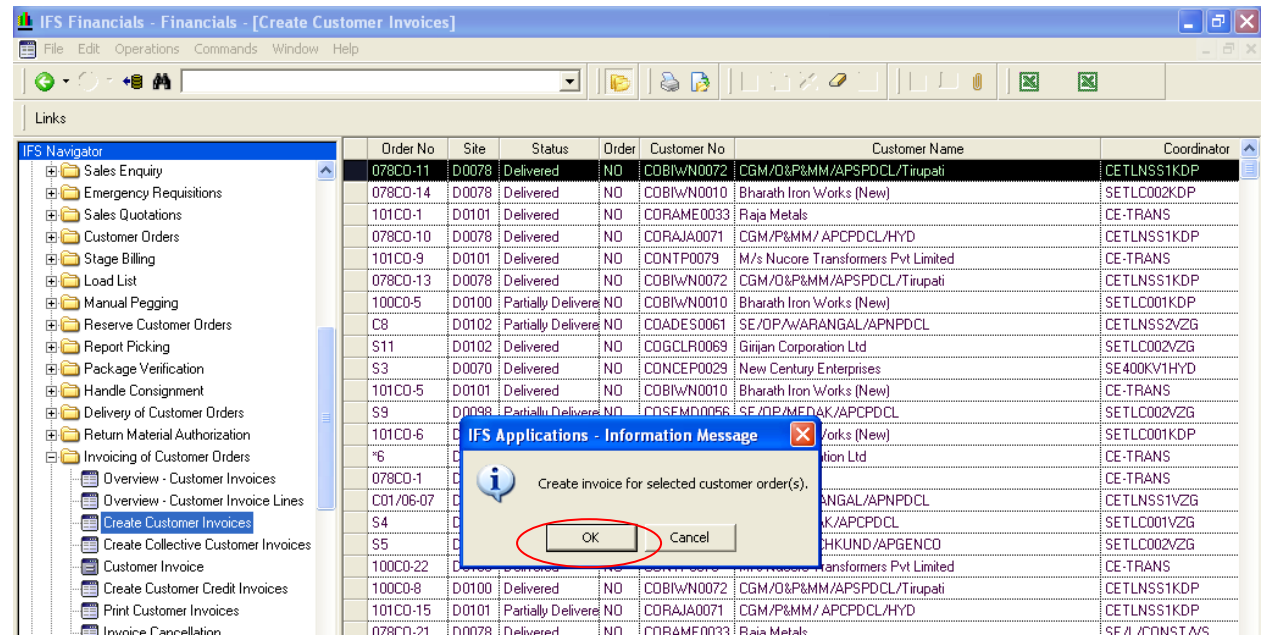
3. Select the row for which invoice is to be done. Do RMB click on Create Invoice.



The screenshot shows the same 'Create Customer Invoices' window. The row for Order No 078CO-1 and Site D0078 is selected. A right-click context menu is open over this row, with the 'Create Invoice' option highlighted by a red circle.

Order No	Site	Status	Order	Customer No	Customer Name	Coordinator
078CO-1	D0078	Delivered	NO	COBIWN0072	CGM/D&P&MM/APSPDCL/Tirupati	CETLNS51KDP
		Delivered	NO	COBIWN0010	Bharath Iron Works (New)	SETLC002KDP
		Delivered	NO	CORAME0033	Raja Metals	CE-TRANS
		Delivered	NO	CORAJA0071	CGM/P&MM/APCPDCL/HYD	CETLNS51KDP
		Delivered	NO	CONTP0079	M/s Nucore Transformers Pvt Limited	CE-TRANS
		Delivered	NO	COBIWN0072	CGM/D&P&MM/APSPDCL/Tirupati	CETLNS51KDP
		Partially Delivered	NO	COBIWN0010	Bharath Iron Works (New)	SETLC001KDP
		Partially Delivered	NO	COADES0061	SE/DP/ARANGAL/APNPDC	CETLNS52VZG
		Delivered	NO	COGCLR0069	Girijan Corporation Ltd	SETLC002VZG
		Delivered	NO	CONCEP0029	New Century Enterprises	SE400KV1HYD
		Delivered	NO	COBIWN0010	Bharath Iron Works (New)	CE-TRANS
		Partially Delivered	NO	COSEMD0056	SE/DP/MEDAK/APCPDCL	SETLC002VZG
		Delivered	NO	COBIWN0010	Bharath Iron Works (New)	SETLC001KDP
		Delivered	NO	COGCLR0069	Girijan Corporation Ltd	CE-TRANS
078CO-1	D0078	Delivered	NO	CORAME0033	Raja Metals	CE-TRANS

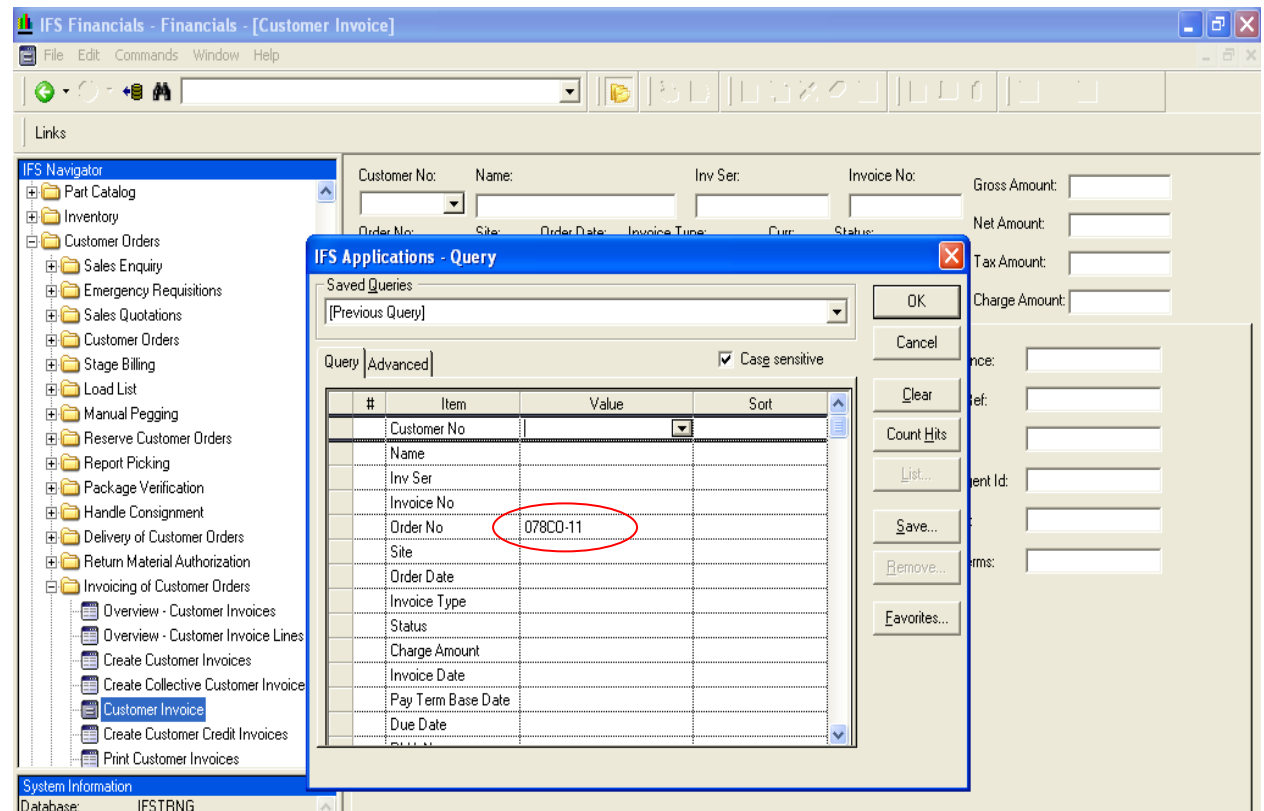
3. System will throw the information message as “Create Invoice for Selected Customer Order(s)”. Click on OK.



4. The particular line will disappear from the screen and the system will generate one customer invoice which can be viewed in customer invoice screen on doing the following steps.

5. Path:-Customer Orders/Invoicing of Customer orders/ Customer invoice.

6. Open the customer invoice screen. Query with the Customer Order No.



7. Click on OK. Now the system will display the customer invoice against queried Order which will be in preliminary status.

The screenshot shows the 'IFS Financials - Financials - [Customer Invoice]' window. The 'Status' field is highlighted with a red circle and contains the text 'Preliminary'. The 'Invoice No.' is 20954. The 'Gross Amount' is 517781.25, 'Net Amount' is 460250.00, and 'Tax Amount' is 0.00. The 'Charge Amount' is 57531.25. The 'Order No.' is 078CO-11, 'Site' is D0078, 'Order Date' is 25-07-2007, and 'Invoice Type' is CUSTORDDEB. The 'Currency' is INR. The 'Inv Address' is 01, 'RMA No.' is blank, and 'Our Reference' is CETLNSS1Kadapa. The 'Del Address' is 01, 'Branch' is blank, and 'Customer Ref' is blank. The 'Invoice Date' is 13-10-2008, 'Print Date' is blank, and 'Ship Via' is By Road. The 'Delivery Date' is 25-07-2007 12:00:00, 'Inv Ref No.' is blank, and 'Forward Agent Id' is blank. The 'Payment Term' is 90, '100% Payment after 90 days of Delivery' is checked, and 'Label Note' is blank. The 'Pay Term Base Date' is 13-10-2008, 'Currency Rate' is 1, and 'Delivery Terms' is Delivery within 30 day. The 'Due Date' is 11-01-2009, and 'Payment Ref' is blank.

8. To post the Invoice, Do RMB and click on Print Invoice.

The screenshot shows the same 'IFS Financials - Financials - [Customer Invoice]' window. A right-click context menu is open over the 'Status' field, which is still 'Preliminary'. The 'Print Invoice' option is highlighted in the menu. Other options in the menu include 'Send Invoice...', 'Create PDC...', 'Show PDC Details...', 'Print Work Copy', 'Generate Final Claim Invoice', 'Cancel Invoice', 'Query Customer Invoice Postings...', 'Installment Plan and Discounts...', 'Populate', and 'Query...'.

9. The system will through the information message as “The customer Invoice will be Printed” Click on OK.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials - [Customer Invoice]

File Edit Commands Window Help

Links

IFS Navigator

- Part Catalog
- Inventory
- Customer Orders
 - Sales Enquiry
 - Emergency Requisitions
 - Sales Quotations
 - Customer Orders
 - Stage Billing
 - Load List
 - Manual Pegging
 - Reserve Customer Orders
 - Report Picking
 - Package Verification
 - Handle Consignment
 - Delivery of Customer Orders
 - Return Material Authorization
 - Invoicing of Customer Orders
 - Overview - Customer Invoices
 - Overview - Customer Invoice Lines

Customer No: DBIWN0072 Name: CGM/D&P&MM/APSPDCL/Tirup Inv Ser: PR Invoice No: 20954 Gross Amount: 517781.25

Order No: 078CD-11 Site: D0078 Order Date: 25-07-2007 Invoice Type: CUSTORDDEB Curr: INR Status: Preliminary Net Amount: 460250.00

General Lines

Inv Address: 01 RMA No: Our Reference: CETLNSS1Kadapa

Del Address: 01 Branch: Customer Ref:

Invoice Date: 13-10-2008 Print Date: Ship Via: By Road

Delivery Date: of Delivery

Payment Term: Label Note:

Pay Term Base Date: 1 Delivery Terms: Delivery within 30 day

Due Date: Charge Amount: 57531.25

IFS Applications - Information Message

The customer invoice will be printed

OK Cancel

10. Now refresh the Customer Invoice screen. Then the status of the Invoice will be changed to “PostedAuth”.

IFS Financials - Financials - [Customer Invoice]

File Edit Commands Window Help

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 - Retention Invoice
 - Print Invoice
 - Customer Invoices with Posting Error
 - Create Collective Voucher

Customer No: DBIWN0072 Name: CGM/D&P&MM/APSPDCL/Tirup Inv Ser: CD Invoice No: 970000001 Gross Amount: 517781.25

Order No: 078CD-11 Site: D0078 Order Date: 25-07-2007 Invoice Type: CUSTORDDEB Curr: INR Status: PostedAuth Net Amount: 460250.00

General Lines

Inv Address: 01 RMA No: Our Reference: CETLNSS1Kadapa

Del Address: 01 Branch: Customer Ref:

Invoice Date: 13-10-2008 Print Date: 13-10-2008 Ship Via: By Road

Delivery Date: 25-07-2007 12:00:00 Inv Ref No: Forward Agent Id:

Payment Term: 90 100% Payment after 90 days of Delivery Label Note:

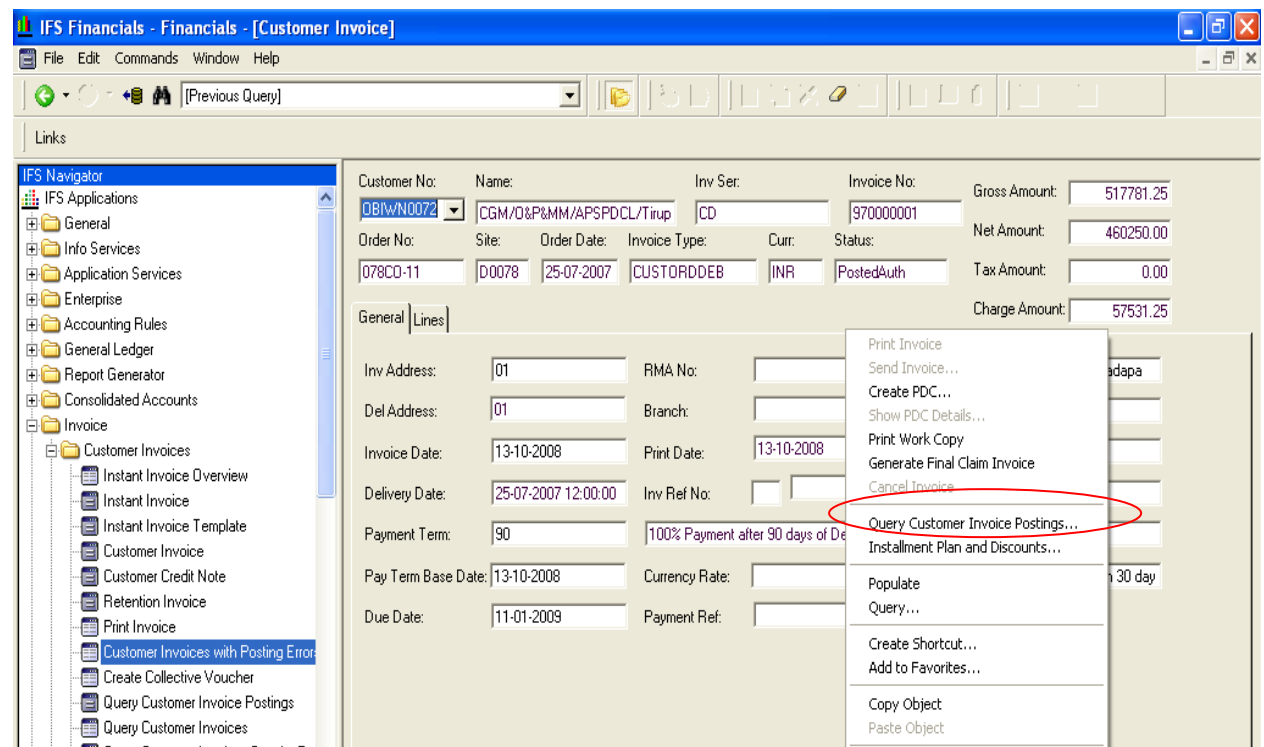
Pay Term Base Date: 13-10-2008 Currency Rate: 1 Delivery Terms: Delivery within 30 day

Due Date: 11-01-2009 Payment Ref:

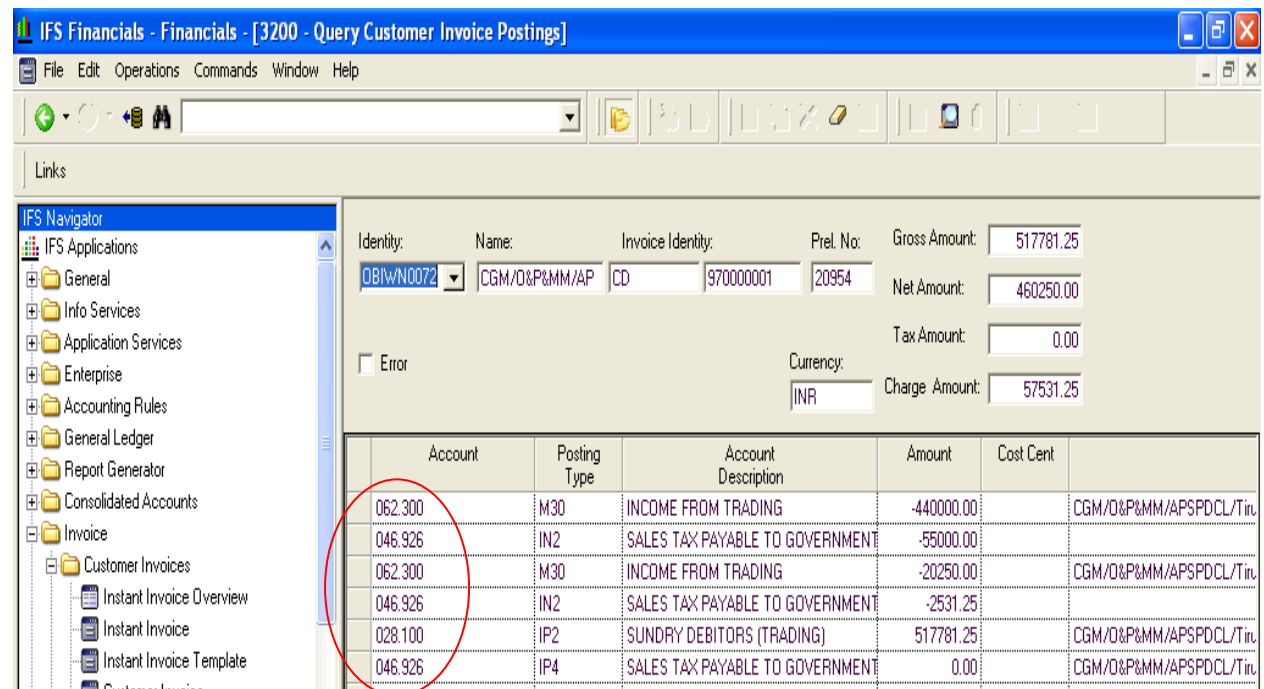
Charge Amount: 57531.25

11. To view the invoice postings, DO RMB Click on Query customer invoice postings.

IFS Applications Finance Module Activity Wise Course Material



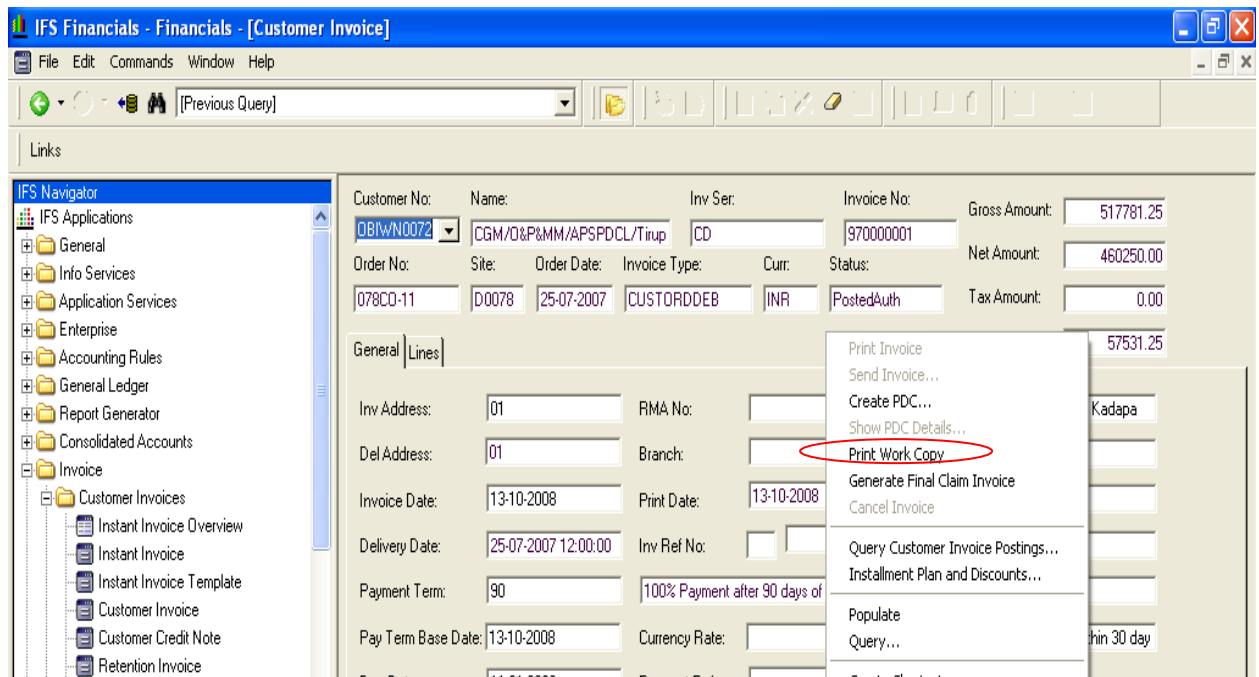
12. Now the system will drag to the Customer Invoice posting screen, where user can find the postings against the customer invoice.



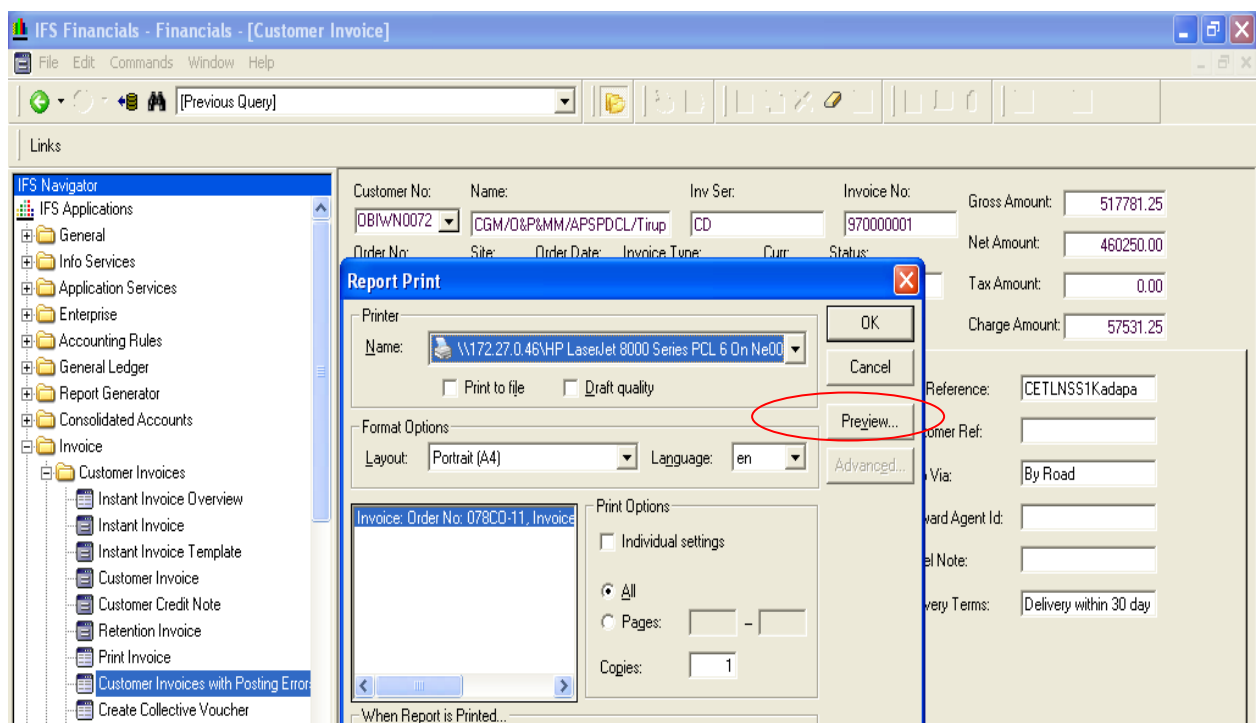
13. User can also get the invoice copy by doing the following steps.

14. DO RMB on the customer invoice screen, click on Print work copy.

IFS Applications Finance Module Activity Wise Course Material



15. Report print screen will be pop-up where the user has to click on either preview or on OK.



16. If user click on preview, the system will display the preview as follows.

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials - [Invoice: Order No: 078CO-11, Invoice No: CD970000001, Invoice Id: 20954 [Portrait (A4)] - Preview]

File Edit Operations Commands Window Help

[Previous Query]

Links

Page Layout: Portrait (A4) en

Our Reference
CETLNSS1Kadapa

Customer NO / Name
COBIVN0072 / CGM/O&P&MM/APSPDCL/Tirupati

Delivery Address
CGM/O&P&MM/APSPDCL/Tirupati
CGM/O&P&MM/APSPDCL
Tirupati, Chittoor Dist
Tirupati
Andhra Pradesh
INDIA

PO Number

Invoice
Invoice Date
13-10-2008
CO Date:
25-07-2007

Your Reference

CO Number:
078CO-11

Invoice Number
CD970000001

CO Number:
078CO-11

Terms of Delivery
Delivery within 30 days

Real ship Date
25-07-2007

Due Date
11-01-2009

Terms of Payment
100% Payment after 90 days of Deliver

Date & Time Of Removal of Goods :

Vehicle No:

Net Wt : 0.00

No. of Packages:

Gross Wt : 0.00

Transporter :

Gr No. & Date :

Ship Via
By Road

Customer
CST No. :
LST No. :
TIN No. :

Our
CST No.
LST No.
TIN No.

Part No	Description	Unit	Lot Batch No	Sales Quantity	Unit Price	S.T.Rate	Amount (Rs.)
OFL0030002	REMOVED TRANSFORMER OIL	I		20,000.000	22.00		440,000.00
OOM0050001	EMPTY TRANSFORMER OIL BARRELS	nos		81.000	250.00		20,250.00

Taxable Turnover 460,250.00

AP VAT 12.50 % 57,531.25

Invoice Amount to Pay 517,781.25

17. If user clicks on OK, The system will give the Print copy.

CLEARANCE OF ADVANCE RECEIVED FOR SALE OF SCRAP/MATERIAL **(CUSTOMER OFFSET):-**

To clear the Advance received for sale of scrap/material, at first instance we have to create the Customer Invoice duly following the steps as explained in creating of Customer Invoice.

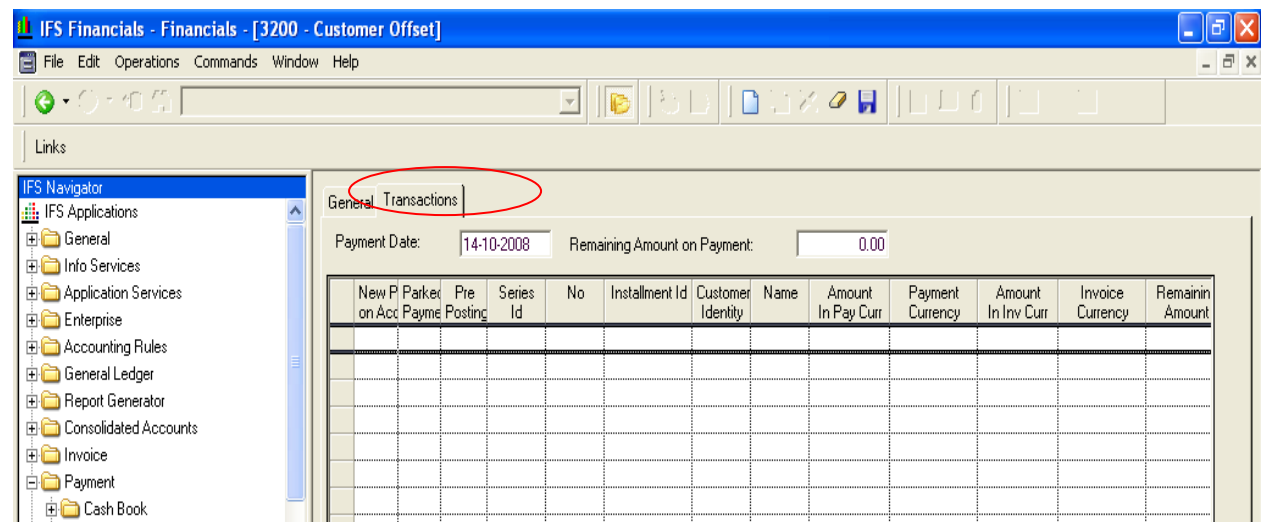
After creating customer invoice the following steps are to be carried out for clearance of Advance payment.

Path:-Payment/Manual Payment/Customer Payment/Customer offset.

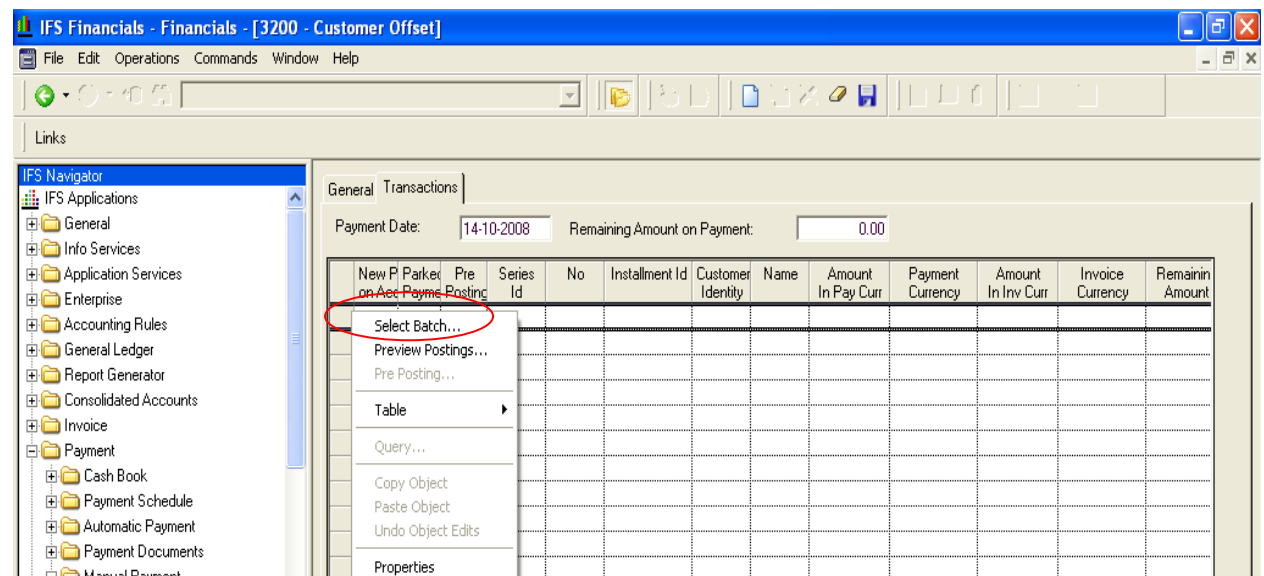
1. Open the Customer offset screen. The screen will be as follows.

2. Click on New or press "F5". Verify the payment date and voucher date. The screen will be as follows.

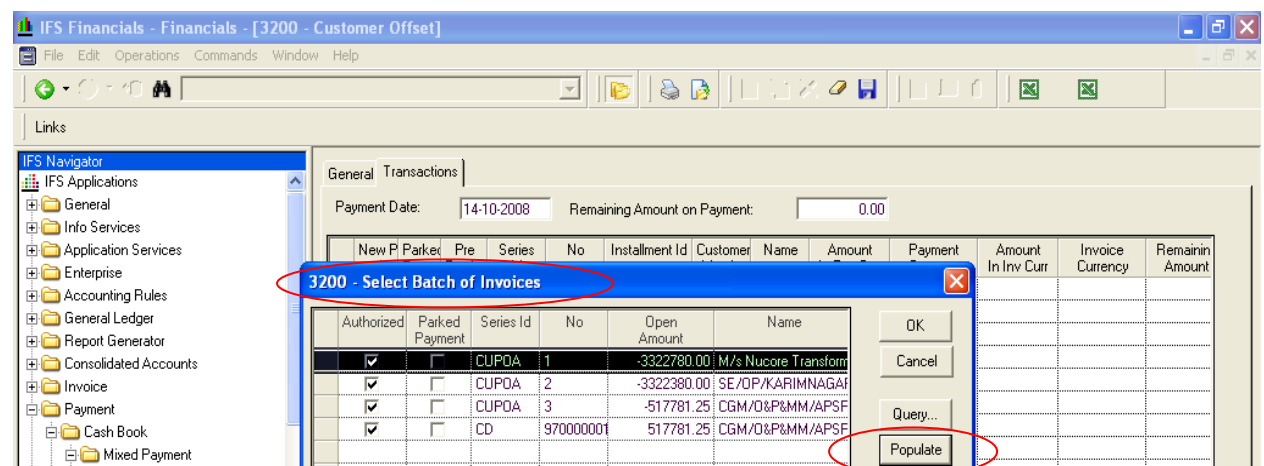
3. Click on Transaction TAB. The screen will be as follows.



4. Do RMB on the empty line, click on Select Batch.

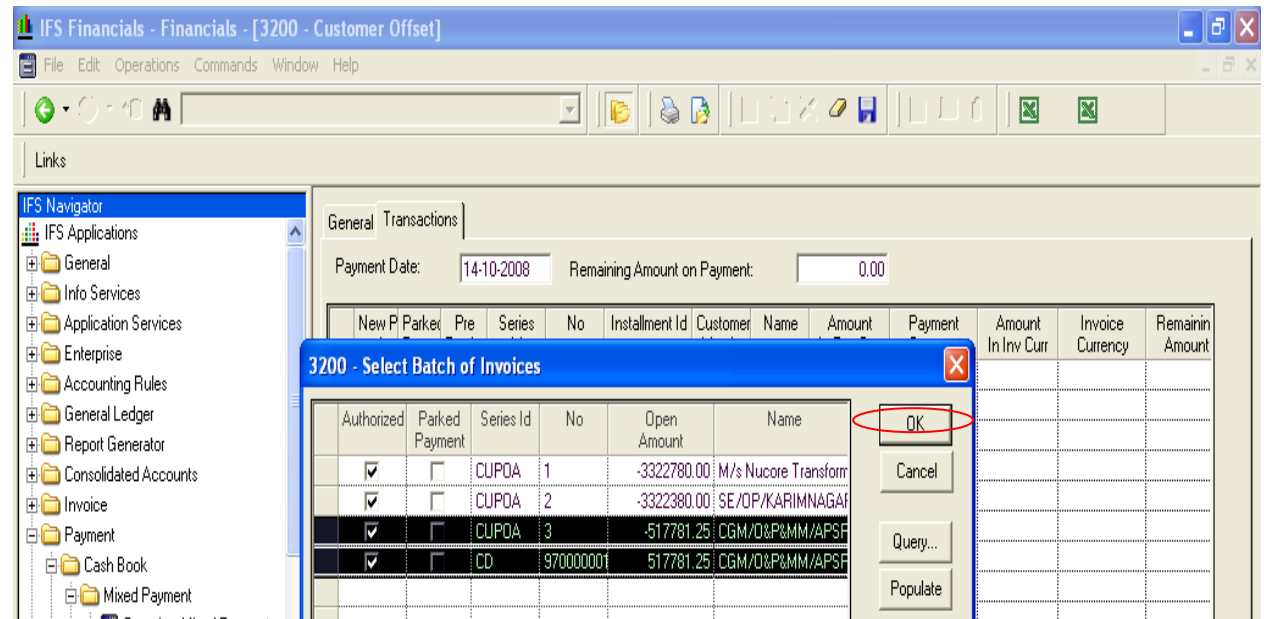


5. Now the small Pop-up box window called "Select batch of invoices" will be opened. The User has to click on Populate Button.

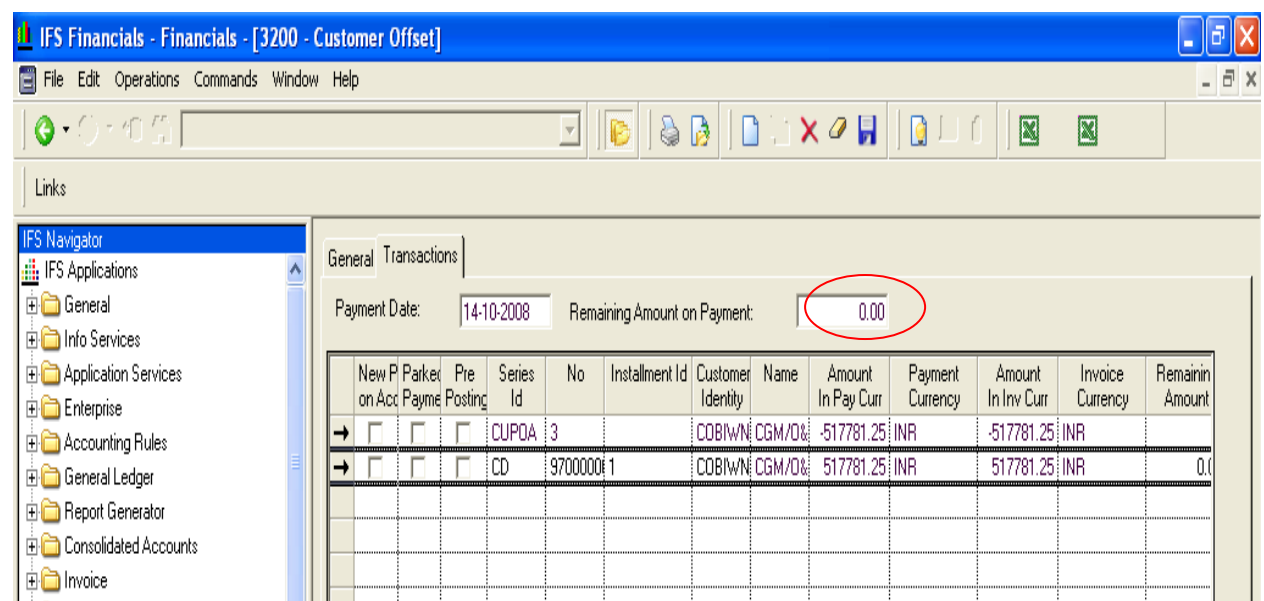


6. Now the system will display the list of all the customer invoices and advance payments received from the customers.

7. Select the rows of Customer Invoice and advance payment. Click on Ok.

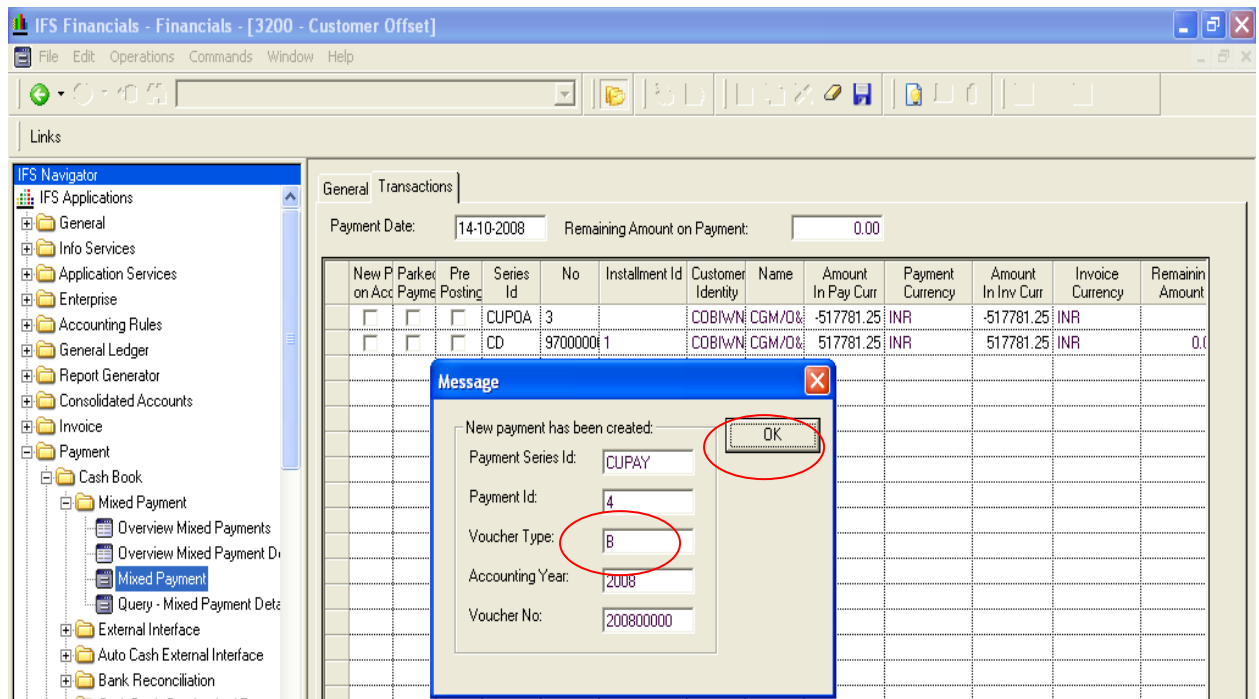


8. Selected lines will be flown to the Transaction window. Here the user has to ensure that the amount shown in "Remaining Amount in payment" field should be come "Zero". Here in the transaction TAB window, there is an option to edit the invoice open amount as well advance amount in "Amount in Pay curr column". So that we can adjust either actual invoice amount or advance amount to pair off the advance payment to the extent of invoice processed or advance paid as the case may be.



9. Now Click on Save Button or Press "F12". The system will generate "B" Type voucher.

IFS Applications Finance Module Activity Wise Course Material



10. Click on Ok.

Refund of S.D and E.M.D which is received by way of Cash/D.D :-

The user has to follow the following steps while refunding the Security Deposit as well as Earnest Money Deposit which is received either in the form of Cash or Demand Draft or cheque. The steps involved in accounting of these transactions at the time of receipt has been explained vide Item No.34 page No.100-102. As seen from these steps, we can observe that the receipts towards S.D. and EMD has been accounted for against the supplier through the manual method. Like wise refunds should also be accounted for against the supplier.

Path:- Payment / Cash book / Mixed payment / Mixed payment.

1. Open the mixed payment screen. Click on New or Press “F5”.
2. Select Cash Account as “Drawing Account” from LOV.
3. Verify the payment date.
4. Enter voucher text as “Refund of SD/EMD to M/s. _____ received vide D.D. No. and voucher No. _____ Date. _____.

IFS Financials - Financials - [3300 - Mixed Payment]

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 - Overview Mixed Payment D
 - Mixed Payment
 - Query - Mixed Payment Data

General Transactions

Cash Account: SBH (DRAWIN) Statement No: 1979 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 14-10-2008 Payment Status:

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 14-10-2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2008 7 Parent

Voucher Text: Refund of EMD to M/s. Anand Agencies, Hyd received vide D.D.No.123456 Dt:14/10/08 vide Vr. No.200800257

Balances

Calculated: -453457.35 Actual Opening: Actual Closing:

Balances in Accounting Currency

Calculated: -453457.35 Actual Opening: 0.00 Actual Closing: 0.00

Bank To Bank Transfer

5. Click on transactions TAB. Click on New or press “F5”.
6. Select “Enter supplier payment” in mixed payment transaction type column.
7. Put amount as “0” in amount column.
8. Enter Cheque No. , Date, and Bank name.
9. Select supplier ID to whom refund is to be made from LOV in payer/payee identity column.

IFS Financials - Financials - [3300 - Mixed Payment]

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 - Mixed Payment

General Transactions

Cash Account: SBH (DRAWIN) Statement No: 1979 Remaining Amount: 0.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 0.00

Lur	Tr	Mixed Payment Transaction Type	Account	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer/Payee Identity	Name	Assets	B
1		Enter Supplier Payment		0.00		12346	14-10-2008	sbh	IOAAG00887	Anand Agenci		*

10. Click on Save Button or press “F12”.

11. Now select the row, Do RMB click on Match payment.

IFS Financials - Financials - [3300 - Mixed Payment]

File Edit Operations Commands Window Help

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 - Overview Mixed Payments
 - Overview Mixed Payment D
 - Mixed Payment
 - Query - Mixed Payment Data
 - External Interface
 - Auto Cash External Interface

General Transactions

Cash Account: SBH (DRAWIN) Statement No: 1979 Remaining Amount: 0.00

Totals

Debit: Credit: Debit In Acc Curr: 0.00 Credit In Acc Curr: 0.00

Lur	Tr	Mixed Payment Transaction Type	Account	Amount	Tax Code	Cheque No	Cheque Date	Bank Name	Payer/Payee Identity	Name	Assets	B
1		Enter Supplier Payment		0.00		12346	14-10-2008	sbh	IOAAG00887	Anand Agenci		*

Match Payment...

Match All Payments...

Manual Posting...

Internal Manual Postings...

Pre Posting...

Reference Details...

Open Supplier Bills...

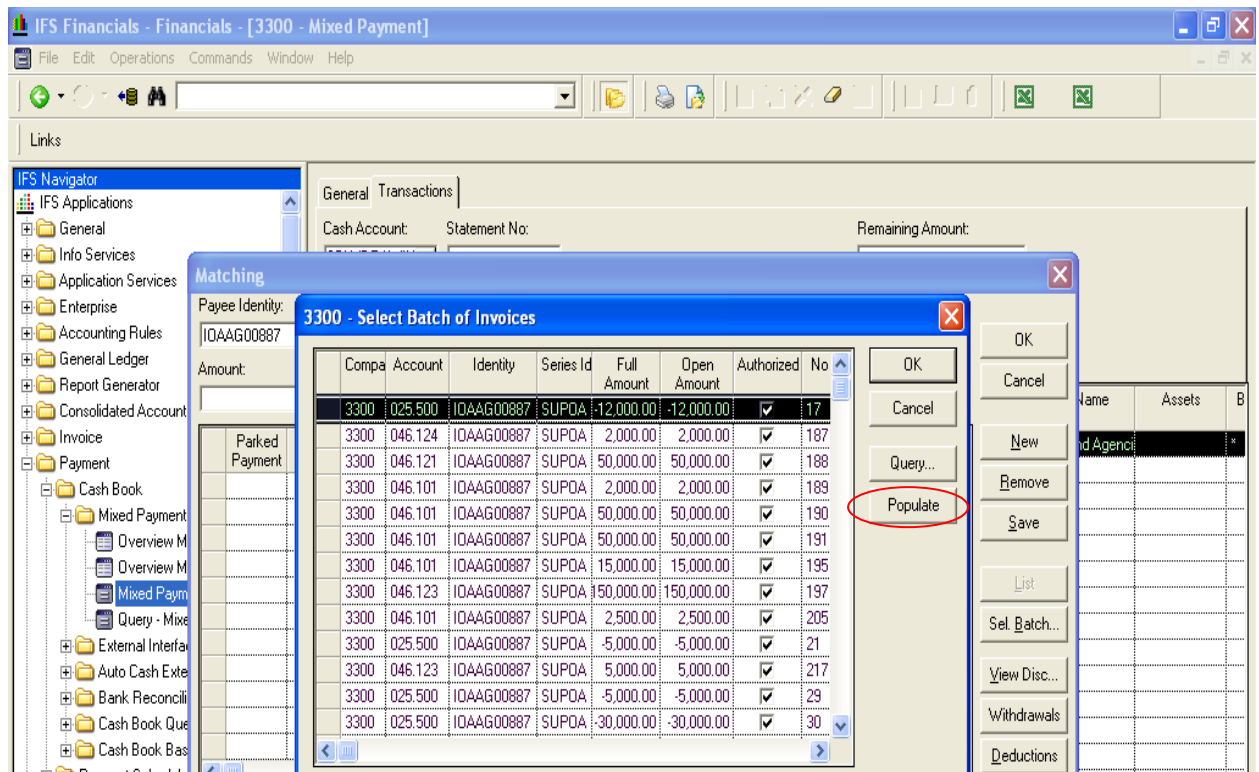
Open Supplier Checks...

Print Receipt...

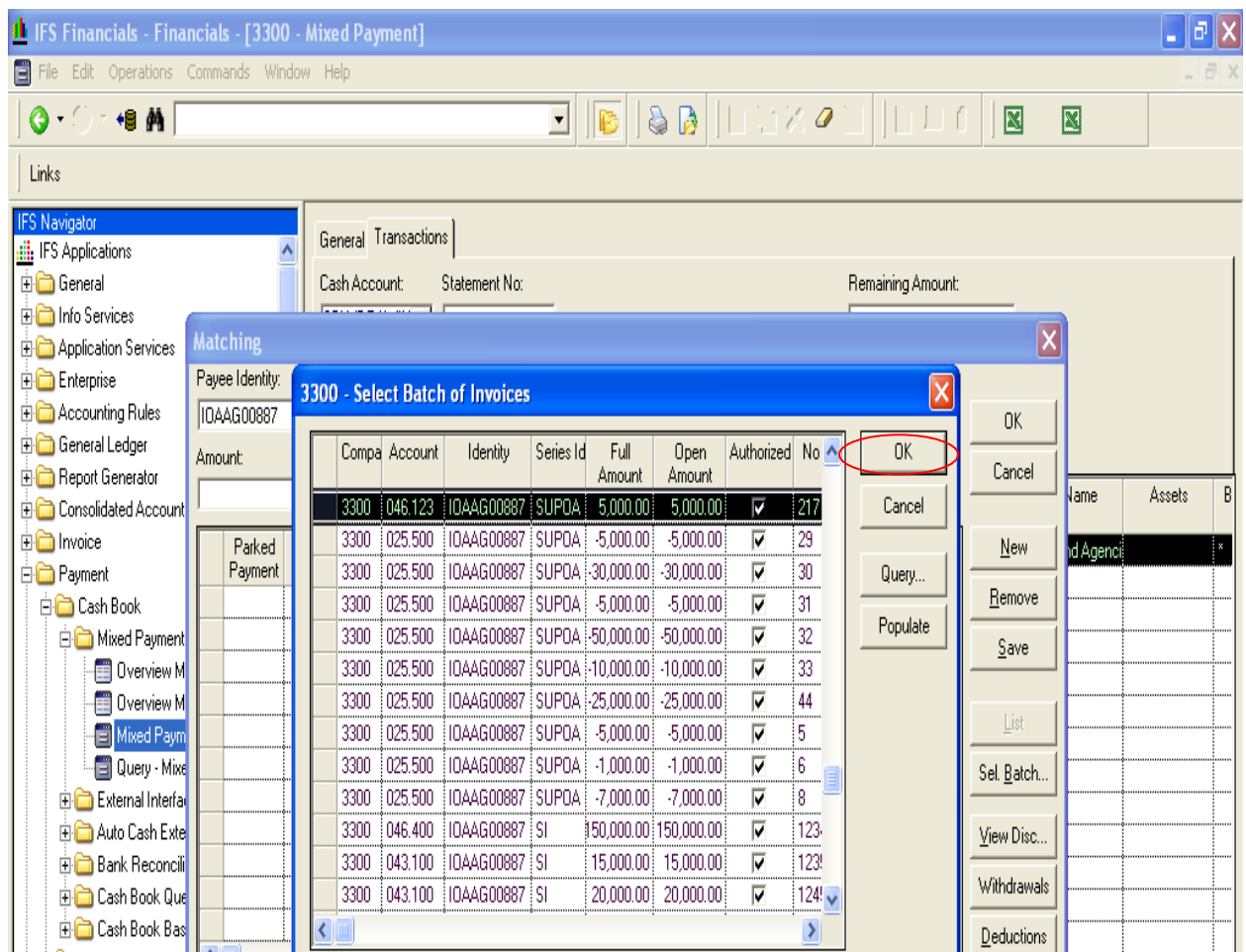
12. Now the system will drag on to another small window called “Select batch of invoices”.

13. Click on Populate Button. Now the system will display all the Open invoices , SD/ EMD receipts and advance payments of the selected supplier.

IFS Applications Finance Module Activity Wise Course Material



14. Select the row/rows which are going to be refunded and click on OK.



- 15. Now the system will drag to “Matching” screen where the user has to copy the amount shown in “Rem Amount in Acc cur” field and click on OK.**

Matching

Payee Identity: IOAAG00887 Name: Anand Agencies Payment Currency: INR

Amount: 0.00 Remaining Amount: -5000.00 Amount in Acc Curr: 0.00 Rem Amount in Acc Cur: -5000.00

OK Cancel

Parked Payment	New Item ?	Series Id	No	Installment Id	Identity	Name	Payee Identity	Invoice Currency	Cur R
[X]	[X]	SUPDA	217	[X]	IOAAG00	Anand Agencies	IOAAG00887	INR	[X]

New Remove Save List Sel. Batch... View Disc... Withdrawals Deductions

- 16. Now paste the amount copied in amount column with negative sign.**

- 17. Click on Save Button. Now the transaction will be in “Not Approved” Status.**

General Transactions

Cash Account: H IDRAWING Statement No: 1979 Payment Institute: STATE BANK OF HYDERABAD Payment Date: 14-10-2008 Payment Status: Not Approved

Currency: INR Currency Rate: 1.00 Div Factor: 1 Currency Type: 1 Balance Method: Detailed

Voucher Information

Voucher Date: 14-10-2008 User Group: AP Voucher Type: N Voucher No: Accounting Period: 2008 7 Parent

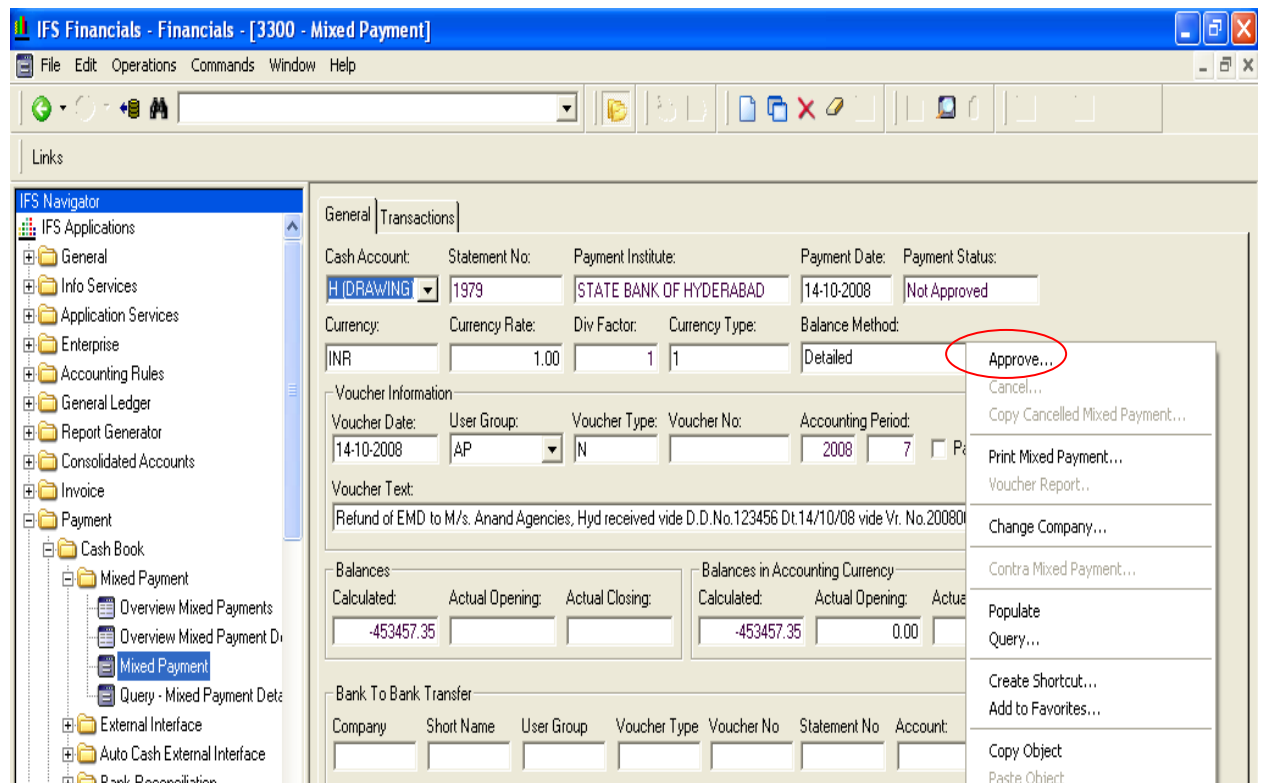
Voucher Text: Refund of EMD to M/s. Anand Agencies, Hyd received vide D.D.No.123456 Dt.14/10/08 vide Vr. No.200800257

Balances

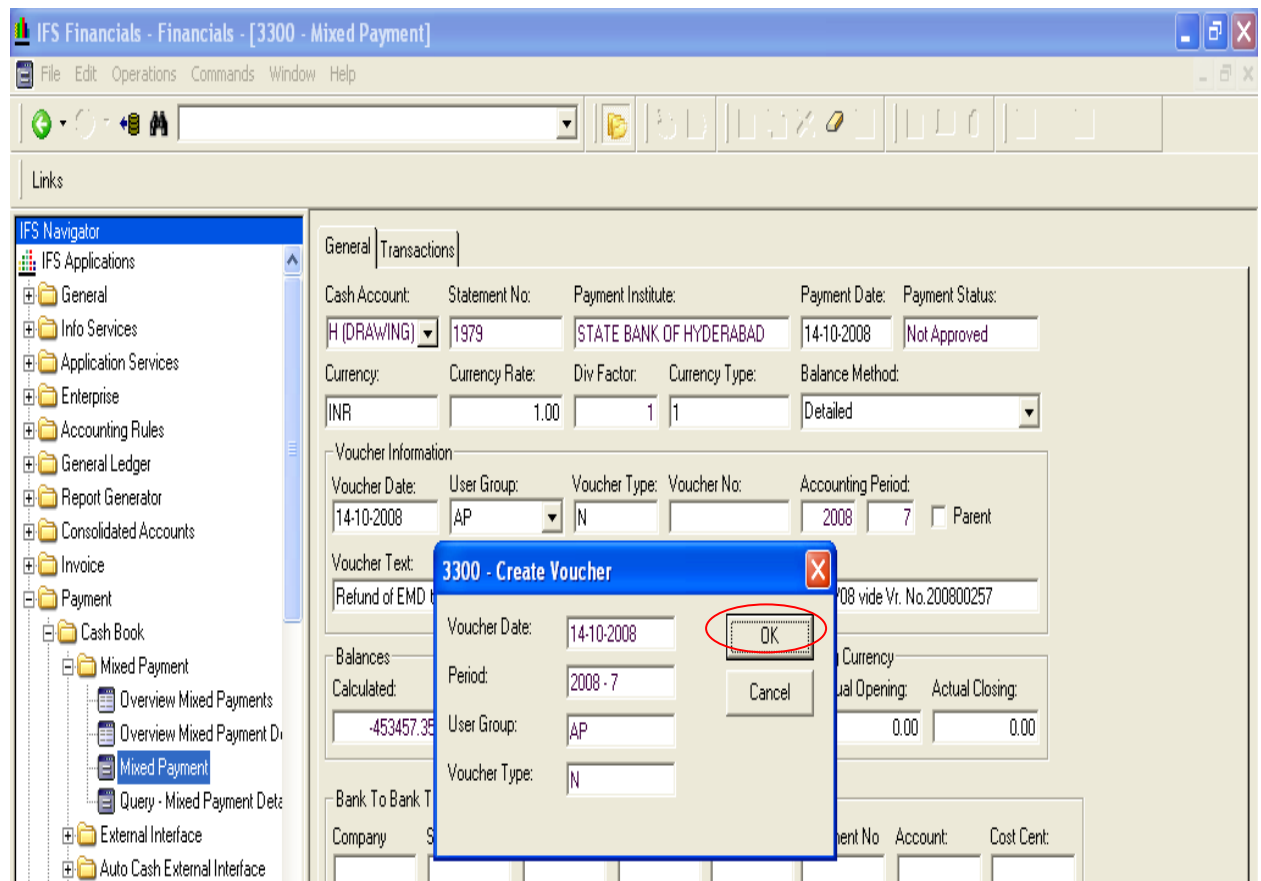
Calculated: -453457.35 Actual Opening: Actual Closing: Balances in Accounting Currency

Calculated: -453457.35 Actual Opening: 0.00 Actual Closing: 0.00

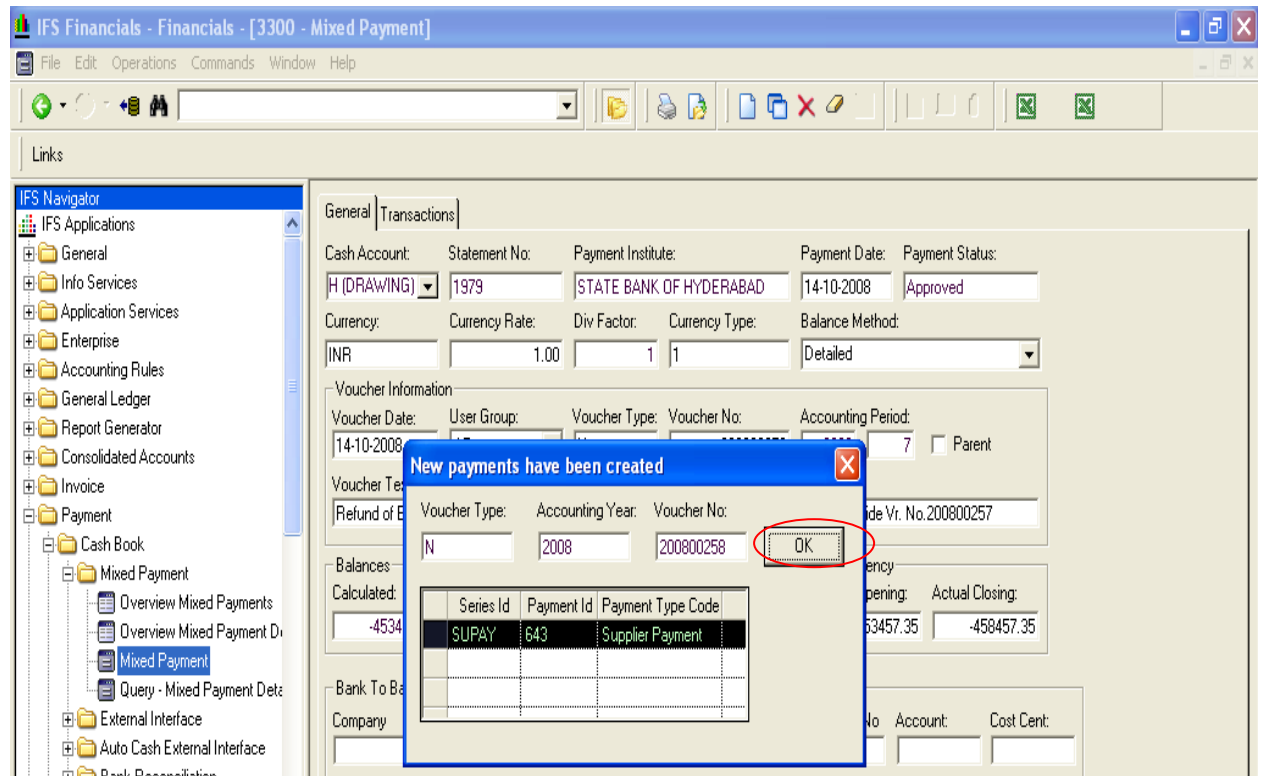
18. To Approve, Do RMB and click on Approve.



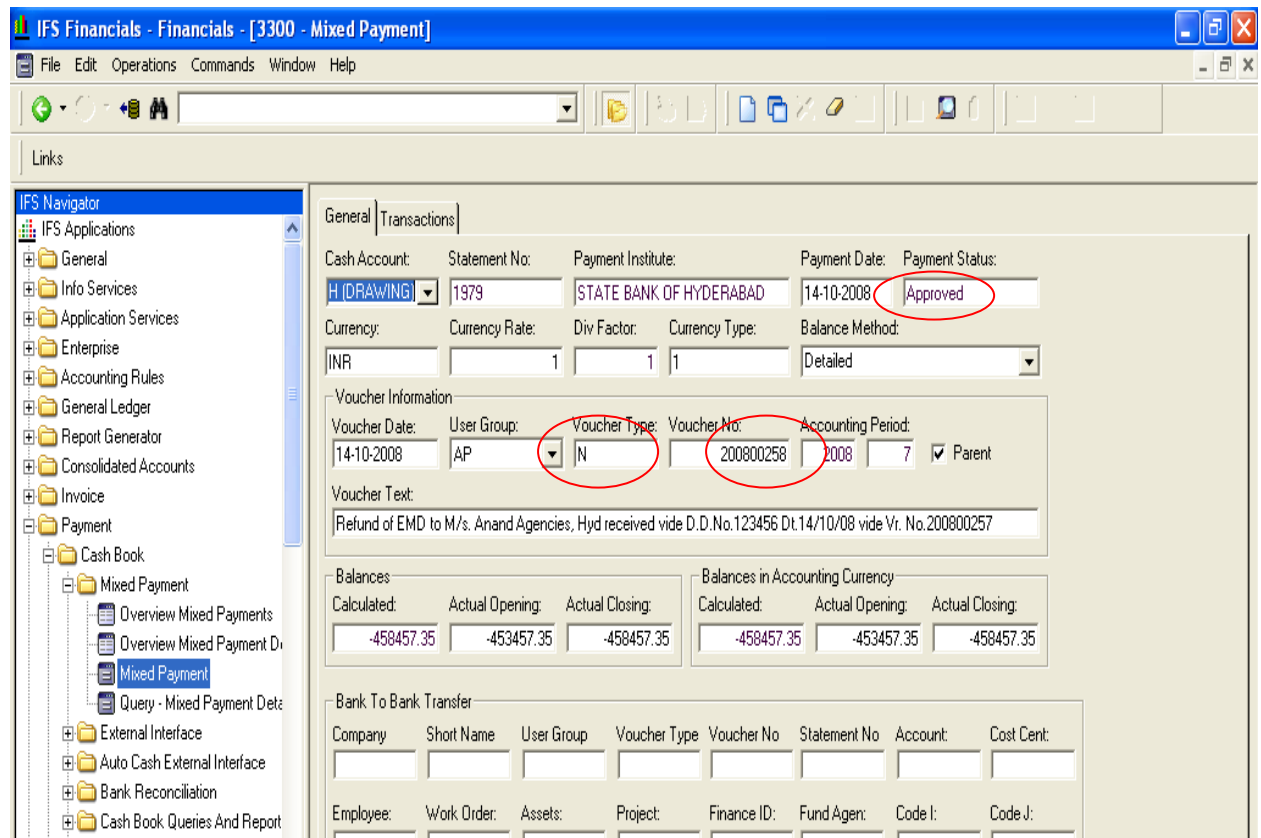
19. Now the system will drag to small pop-up window called “Create Voucher” where the user has to click on OK.



- 19. On clicking the OK, the system will give message as “New payments have been created where the user has to click on OK.**



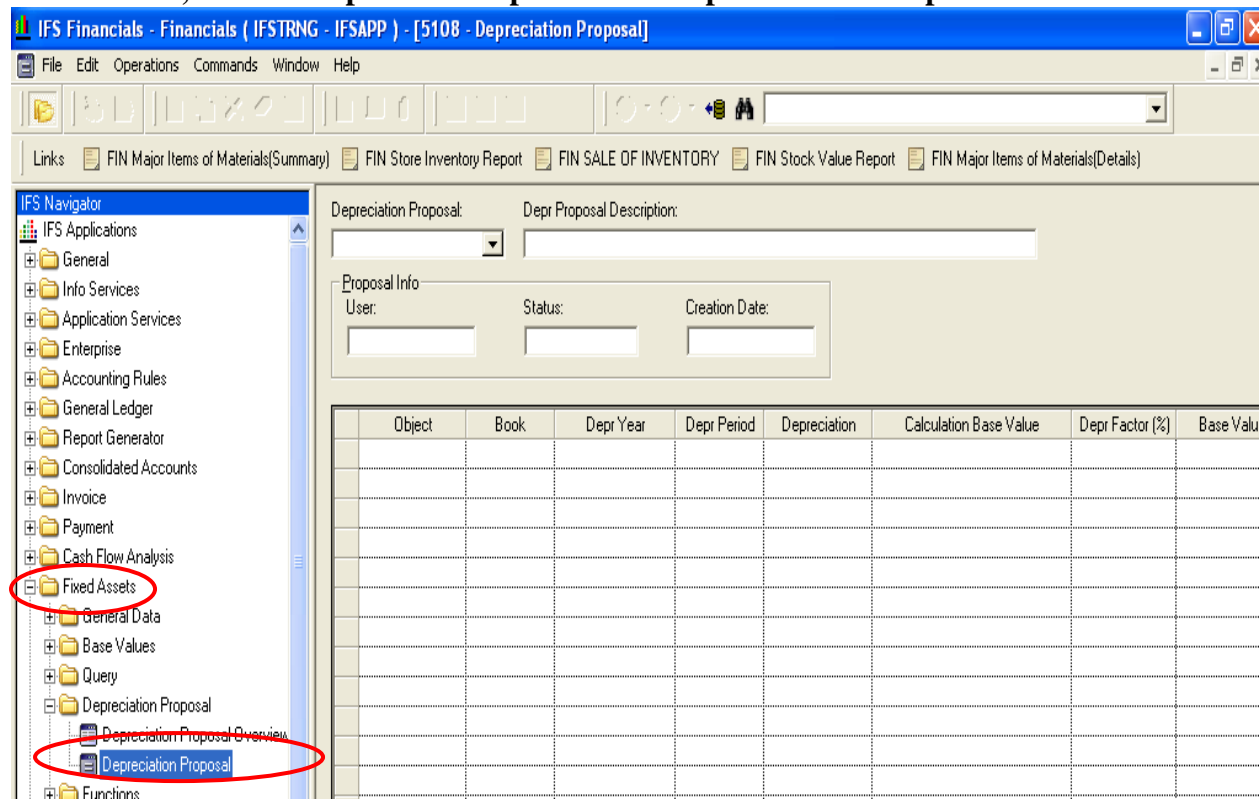
- 20. On clicking the OK, the system will create “N” Type voucher and the status will be changed to Approved.**



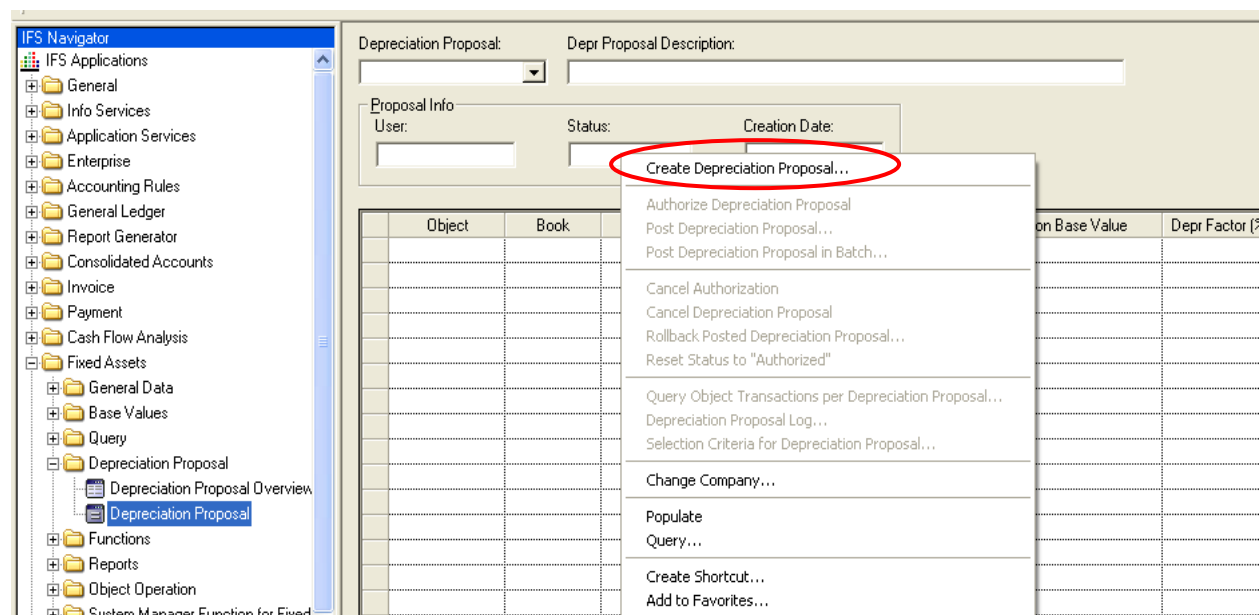
Depreciation:- On implementation of IFS Applications in Aprtransco, the Fixed Asset balances are being maintained Accounting Unit wise from the financial year 2006-07. Thus every Accounting Unit having Fixed Assets shall create provision for Depreciation every year. The Steps to be followed for creation of Depreciation provision are as follows.

Path: - Fixed Assets / Depreciation Proposal /Depreciation Proposal

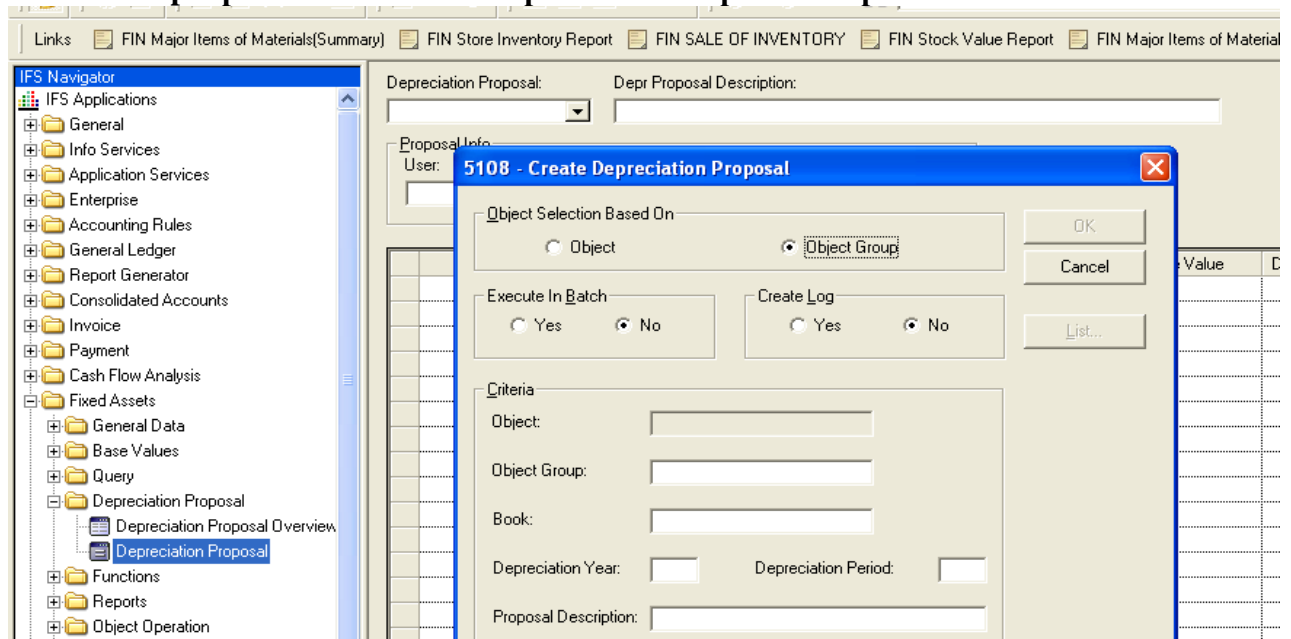
1. Double click on Depreciation Proposal or Select the Depreciation Proposal, Do RMB, Click on Open. The Depreciation Proposal screen is opened as follows.



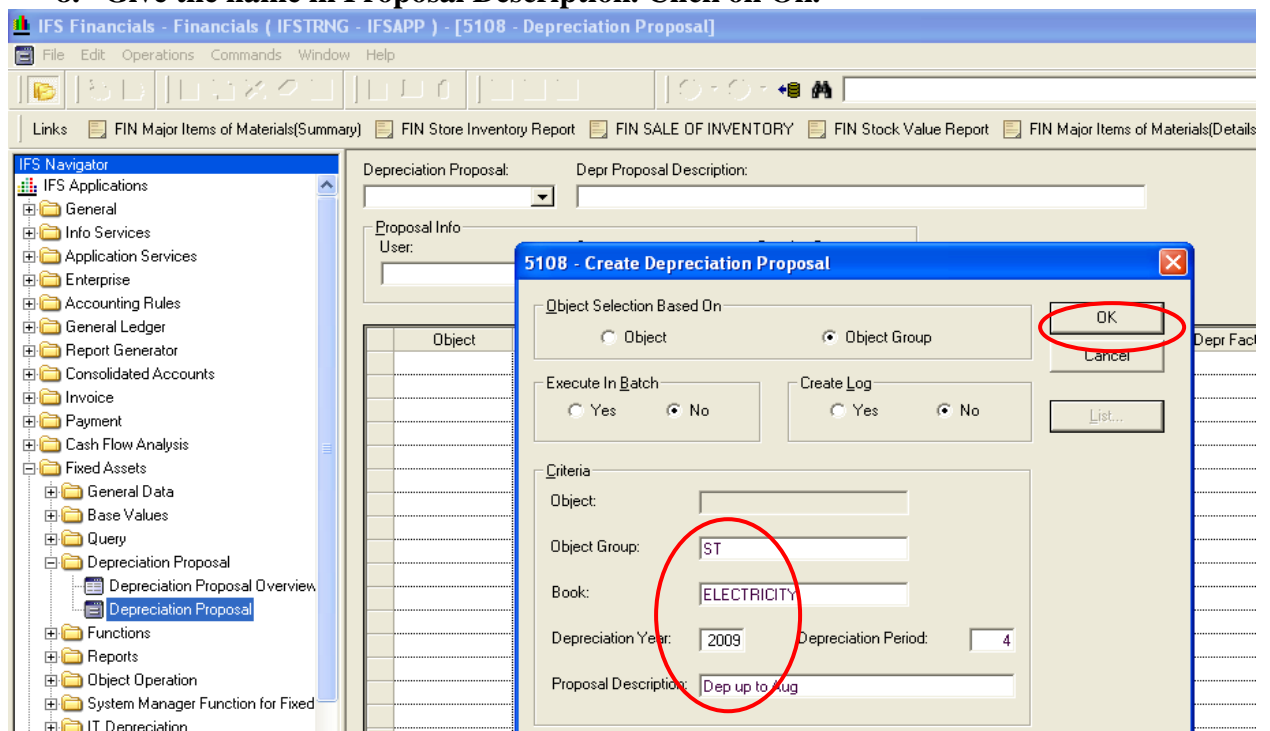
2. Do RMB on the the Header of the screen, Click on Create Depreciation Proposal.



3. A Pop-Up window “ Create Depreciation Proposal” is opened as follows.



4. Tick on the Object or Object Group. If we tick on the Object system runs the depreciation against particular object given in the object field. If we tick the object Group system runs the depreciation against the entire object group given in object group field.
5. Select the object or object group based on the requirement from the list button.
6. Select the Book “Electricity” from list Button.
7. Enter the Depreciation Year and Period.
8. Give the name in Proposal Description. Click on Ok.



9. System will create the Depreciation Proposal for all the objects of the selected Object group and display the period wise depreciation as appeared in the below screen and the status will be created.

Depreciation Proposal: 8 Depreciation Proposal Description: Dep up to Aug

Proposal Info
User: IFSAPP Status: Created Creation Date: 05-09-2009 12:49:22

Object	Book	Depr Year	Depr Period	Depreciation	Calculation Base Value	Depr Factor (%)	Base Value
STA0610000	ELECTRICITY	2009	1	201493.00	(((7.84/100)/12)/12) * 12	0.00653333	308407
STA0610000	ELECTRICITY	2009	2	201493.00	(((7.84/100)/12)/12) * 12	0.00653333	308407
STA0610000	ELECTRICITY	2009	3	201493.00	(((7.84/100)/12)/12) * 12	0.00653333	308407
STA0610000	ELECTRICITY	2009	4	201493.00	(((7.84/100)/12)/12) * 12	0.00653333	308407
STA0710000	ELECTRICITY	2009	1	33920.00	(((7.84/100)/12)/12) * 12	0.00653333	51918
STA0710000	ELECTRICITY	2009	2	33920.00	(((7.84/100)/12)/12) * 12	0.00653333	51918
STA0710000	ELECTRICITY	2009	3	33920.00	(((7.84/100)/12)/12) * 12	0.00653333	51918
STA0710000	ELECTRICITY	2009	4	33920.00	(((7.84/100)/12)/12) * 12	0.00653333	51918
STA0710001	ELECTRICITY	2009	1	310841.00	(((7.84/100)/12)/12) * 12	0.00653333	475777
STA0710001	ELECTRICITY	2009	2	310841.00	(((7.84/100)/12)/12) * 12	0.00653333	475777
STA0710001	ELECTRICITY	2009	3	310841.00	(((7.84/100)/12)/12) * 12	0.00653333	475777
STA0710001	ELECTRICITY	2009	4	310841.00	(((7.84/100)/12)/12) * 12	0.00653333	475777

10. Do RMB on the header of the screen click on “Authorize Depreciation Proposal”.

Depreciation Proposal: 8 Depreciation Proposal Description: Dep up to Aug

Proposal Info
User: IFSAPP Status: Created Creation Date: 05-09-2009 12:49:22

Object	Book	Depr Year	Depr Period	Depreciation
STA0610000	ELECTRICITY	2009	1	201493.00
STA0610000	ELECTRICITY	2009	2	201493.00
STA0610000	ELECTRICITY	2009	3	201493.00
STA0610000	ELECTRICITY	2009	4	201493.00
STA0710000	ELECTRICITY	2009	1	33920.00
STA0710000	ELECTRICITY	2009	2	33920.00
STA0710000	ELECTRICITY	2009	3	33920.00
STA0710000	ELECTRICITY	2009	4	33920.00
STA0710001	ELECTRICITY	2009	1	310841.00
STA0710001	ELECTRICITY	2009	2	310841.00
STA0710001	ELECTRICITY	2009	3	310841.00
STA0710001	ELECTRICITY	2009	4	310841.00

Right-click context menu options:

- Create Depreciation Proposal...
- Authorize Depreciation Proposal**
- Post Depreciation Proposal...
- Post Depreciation Proposal in Batch...
- Cancel Authorization
- Cancel Depreciation Proposal
- Rollback Posted Depreciation Proposal...
- Reset Status to "Authorized"
- Query Object Transactions per Depreciation Proposal...
- Depreciation Proposal Log...
- Selection Criteria for Depreciation Proposal...
- Change Company...
- Populate
- Query...
- Create Shortcut...
- Add to Favorites...

11. Now the status will be changed to “Authorized”

IFS Financials - Financials (IFSTRNG - IFSAPP) - [5108 - Depreciation Proposal]

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 - Base Values
 - Query
 - Depreciation Proposal
 - Depreciation Proposal Overview
 - Depreciation Proposal

Depreciation Proposal: 8 Dep Proposal Description: Dep up to Aug

Proposal Info

User: IFSAPP Status: Authorized Creation Date: 05-09-2009 12:49:22

Object	Book	Depr Year	Depr Period	Depreciation	Calculation Base Value	Depr Factor (%)	Base Value
STA0610000	ELECTRICITY	2009	1	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0610000	ELECTRICITY	2009	2	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0610000	ELECTRICITY	2009	3	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0610000	ELECTRICITY	2009	4	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0710000	ELECTRICITY	2009	1	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710000	ELECTRICITY	2009	2	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710000	ELECTRICITY	2009	3	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710000	ELECTRICITY	2009	4	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710001	ELECTRICITY	2009	1	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770
STA0710001	ELECTRICITY	2009	2	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770
STA0710001	ELECTRICITY	2009	3	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770
STA0710001	ELECTRICITY	2009	4	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770

12. Do RMB on the header of the screen. Click on “Post Depreciation Proposal”.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [5108 - Depreciation Proposal]

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 - General Data
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 - Query
 - Depreciation Proposal
 - Depreciation Proposal Overview
 - Depreciation Proposal

Depreciation Proposal: 8 Dep Proposal Description: Dep up to Aug

Proposal Info

User: IFSAPP Status: Authorized Creation Date: 05-09-2009 12:49:22

Create Depreciation Proposal...
 Authorize Depreciation Proposal...
Post Depreciation Proposal...
 Post Depreciation Proposal in Batch...
 Cancel Authorization
 Cancel Depreciation Proposal
 Rollback Posted Depreciation Proposal...
 Reset Status to "Authorized"
 Query Object Transactions per Depreciation Proposal...
 Depreciation Proposal Log...
 Selection Criteria for Depreciation Proposal...
 Change Company...
 Populate
 Query...

Object	Book	Depr Year	Depr Period	Depreciation	Calculation Base Value	Depr Factor (%)	Base Value
STA0610000	ELECTRICITY	2009	1	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0610000	ELECTRICITY	2009	2	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0610000	ELECTRICITY	2009	3	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0610000	ELECTRICITY	2009	4	201493.00	(((((7.84/100)/12)/12) * 12)	0.00653333	3084076
STA0710000	ELECTRICITY	2009	1	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710000	ELECTRICITY	2009	2	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710000	ELECTRICITY	2009	3	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710000	ELECTRICITY	2009	4	33920.00	(((((7.84/100)/12)/12) * 12)	0.00653333	519183
STA0710001	ELECTRICITY	2009	1	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770
STA0710001	ELECTRICITY	2009	2	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770
STA0710001	ELECTRICITY	2009	3	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770
STA0710001	ELECTRICITY	2009	4	310841.00	(((((7.84/100)/12)/12) * 12)	0.00653333	4757770

13. A Pop-Up window called Post Depreciation Proposal is opened as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [5108 - Depreciation Proposal]

File Edit Operations Commands Window Help

Links FIN Major Items of Materials(Summary) FIN Store Inventory Report FIN SALE OF INVENTORY FIN Stock Value Report FIN Major Items of Materials(Details)

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 - Query
 - Depreciation Proposal
 - Depreciation Proposal Overview
 - Depreciation Proposal

Depreciation Proposal: 8 Depr Proposal Description: Dep up to Aug

Proposal Info

User: IFSAPP Status: Authorized Creation Date:

5108 - Post Depreciation Proposal

Proposal Information

Depr Proposal: 8 Description: Dep up to Aug

Posting Information

Voucher Date: 31-07-2009 User Group: AC Voucher Type: A

OK Cancel List...

Object	Book	De	Base Value
STA0610000	ELECTRICITY		3084076
STA0610000	ELECTRICITY		3084076
STA0610000	ELECTRICITY		3084076
STA0610000	ELECTRICITY		3084076
STA0710000	ELECTRICITY		519183
STA0710000	ELECTRICITY		519183
STA0710000	ELECTRICITY		519183
STA0710000	ELECTRICITY		519183
STA0710001	ELECTRICITY		4757770
STA0710001	ELECTRICITY		4757770
STA0710001	ELECTRICITY		4757770
STA0710001	ELECTRICITY		4757770

14. Click on Ok. Now the system will post the Depreciation and "A" Type voucher will be generated by debiting the Depreciation A/c. and Crediting the provision for Depreciation.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [Voucher Entry]

File Edit Operations Commands Window Help

Voucher Date: 31-07-2009 User Group: AC Voucher Type: A Voucher Type Description: Fixed assets accounting transactions Voucher No: 200900000 Voucher Status: Approved

Accounting Period: 2009 04 July 2009 Amount Method: Notes Use Correction Rows

Text Id: Text for Voucher and Row:

Voucher Postings View Voucher Rows Header Details

Code Part Value: Code Part Description: Currency Balance: 0.00 Balance: 0.00

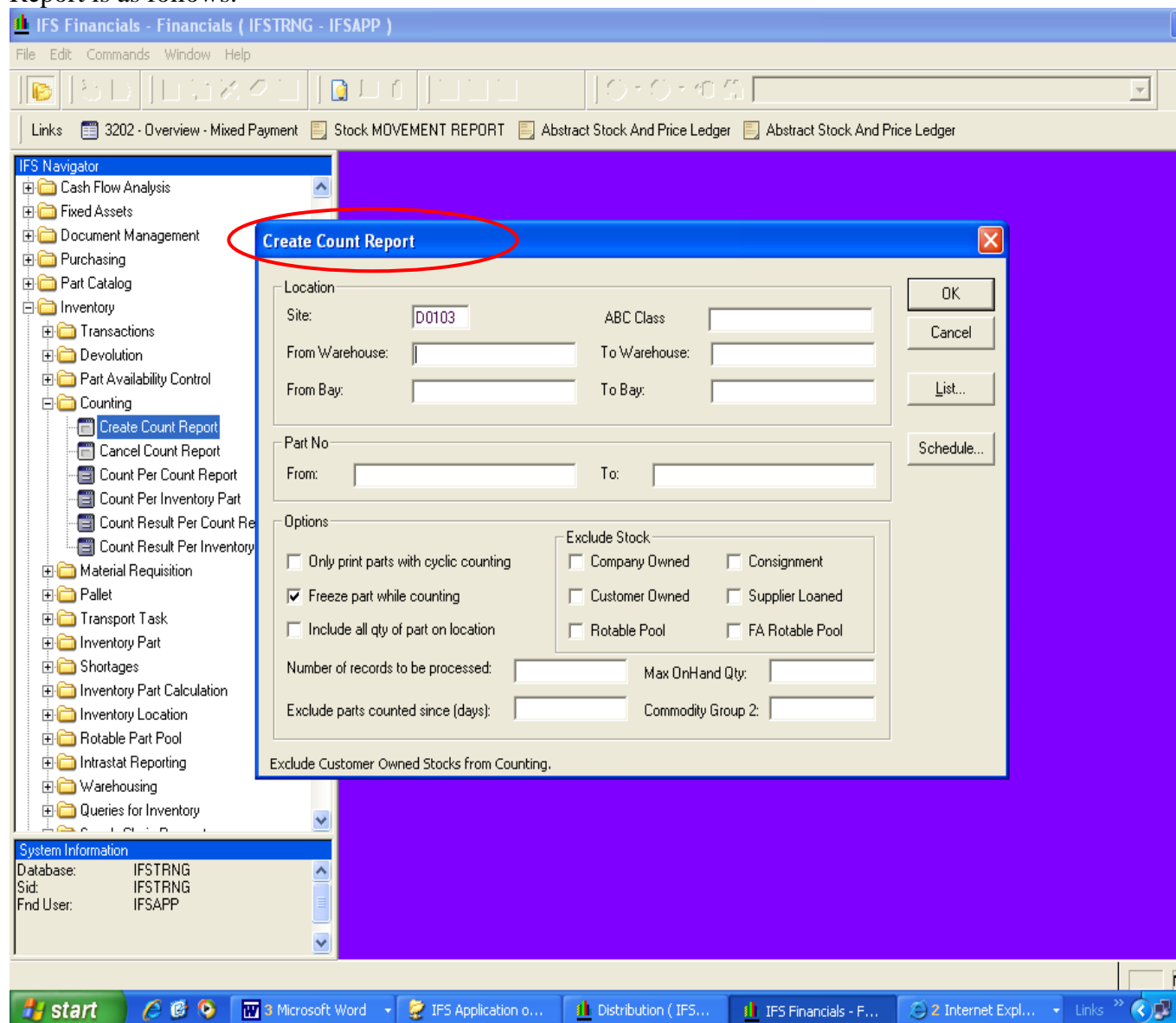
Account	Account Description	Cost Cent	Amount	Trans Code	Cost Cent Description
077.150	DEPRECIATION - PLANT AND MACHINERY		201493.00	FAP5	
012.500	PLANT AND MACHINERY		-201493.00	FAP6	
077.150	DEPRECIATION - PLANT AND MACHINERY		201493.00	FAP5	
012.500	PLANT AND MACHINERY		-201493.00	FAP6	
077.150	DEPRECIATION - PLANT AND MACHINERY		201493.00	FAP5	
012.500	PLANT AND MACHINERY		-201493.00	FAP6	
077.150	DEPRECIATION - PLANT AND MACHINERY		201493.00	FAP5	
012.500	PLANT AND MACHINERY		-201493.00	FAP6	
077.150	DEPRECIATION - PLANT AND MACHINERY		33920.00	FAP5	
012.500	PLANT AND MACHINERY		-33920.00	FAP6	
077.150	DEPRECIATION - PLANT AND MACHINERY		33920.00	FAP5	
012.500	PLANT AND MACHINERY		-33920.00	FAP6	
077.150	DEPRECIATION - PLANT AND MACHINERY		33920.00	FAP5	

Process in ERP for Stock verification and adjustment of Differences:-

All the users are aware that the stock of all stores of APTRANSCO should be got verified by the Accounts officer /Special once in a year who works under the direct control of SAO (Stores) / VS/ Hyd. Verification of physical balances of material at the stores with that of the ledger balances is called as stock verification. The step by step process in ERP for completion of stock verification process is as follows.

1. Before starting the stock verification, the list of items to be verified on each day has to be prepared by the Accounts officer /Special in consultation with the Stores custodian and they shall ensure that all the receipts and issues took place before the verification have been entered in the ERP and correct balance is arrived. The following steps are required to be followed in ERP for generation of list of items to be verified on a day.

2.Path: ***Inventory/ Counting/ Create Count Report***. The screen shot of Create Count Report is as follows.



3. Select Site, from ware house (Indoor/Out door), to ware House where the counting has to be done from the list. Select the part number from and to range from the list button.
4. If recently counted parts are to be excluded from counting, the last counted days can be entered in box "exclude parts since last counted days"
5. If the **Freeze while counting** check box is on, the items would be available for any transaction till the counting results are entered and approved. Uncheck is this condition is not to be put.
6. Uncheck **Only parts with cyclic count** box. The screen will be as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP)

File Edit Commands Window Help

Links 3202 - Overview - Mixed Payment Stock MOVEMENT REPORT Abstract Stock And Price Ledger Abstract Stock And Price Ledger

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 - Part Availability Control
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 - Cancel Count Report
 - Count Per Count Report
 - Count Per Inventory Part
 - Count Result Per Count Report
 - Count Result Per Inventory Part

Create Count Report

Location

Site: D0103 ABC Class:

From Warehouse: Erragadda To Warehouse: Erragadda

From Bay: In To Bay: In

Part No

From: ICB0020008 To: JB00020006

Options

☐ Only print parts with cyclic counting

☒ Freeze part while counting

☐ Include all qty of part on location

Exclude Stock

☐ Company Owned ☐ Consignment

☐ Customer Owned ☐ Supplier Loaned

☐ Rotable Pool ☐ FA Rotable Pool

Number of records to be processed: Max OnHand Qty:

Exclude parts counted since (days): Commodity Group 2:

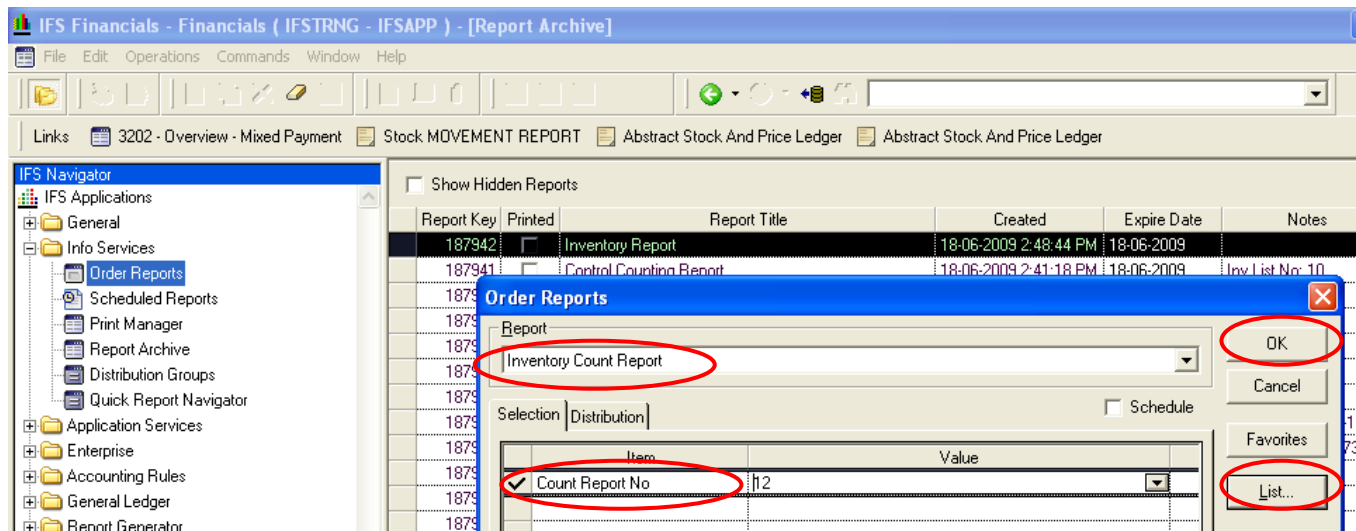
OK Cancel List... Schedule...

7. Click **OK**. This will create the count report.

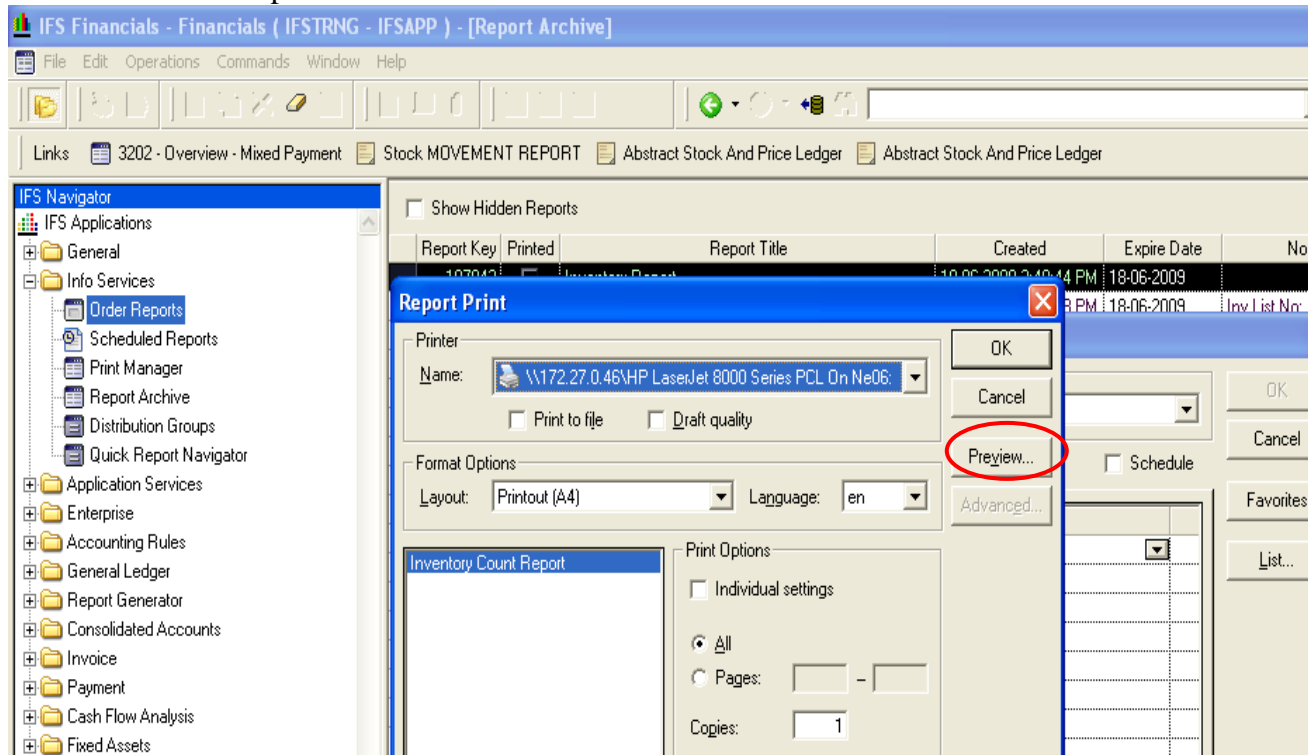
Steps for accessing the generated count report:

1. Go to **Info Services/ Order Reports**. You will find a report with name **Inventory Count Report**.

IFS Applications Finance Module Activity Wise Course Material



2. Select the Count report No. from List. Click Ok. System will drag on to Report print screen. Click on preview.



3. You will find the count report as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [Inventory Count Report [Printout (A4)] - Preview]

File Edit Operations Commands Window Help

Links 3202 - Overview - Mixed Payment Stock MOVEMENT REPORT Abstract Stock And Price Ledger Abstract Stock And Price Ledger

Page Layout: Printout (A4) en

Inventory Count Report

00103
ERRAGADDA
(N)

Site No	Tier	Bin	Part No Description	Configuration Id	Unit Of Measure	Lot/Batch Serial No	Condition Code Condition Code Description	W/D/R No E C	Quantity
			ICC0010041 PARALLEL GROOVE (P.G.) TYPE POWER		nos	*	*	*	
			ICC0010040 PARALLEL GROOVE (P.G.) TYPE POWER		nos	*	*	*	
			ICC0010035 INSULATED DEAD END CLAMPS		nos	*	*	*	
			ICC0010034 DEAD END ASSEMBLY FOR WOLF		nos	*	*	*	
			ICC0010030 3 BOLTED PG CLAMPS FOR		nos	*	*	*	

4. Check the site and parts that are printed to be sure that you are accessing the right report.

5. The report shows the item site and location wise and a blank space is provided to enter the physical counting.

6. This report is printed and used for noting physical counting results.

Steps for entering results of the physical count in the system:

1. Go to **Inventory/ Counting/ Count per Count Report**. Query for the Report Number as shown in Count Report. The screen appears as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [Count Per Count Report - 12]

File Edit Operations Commands Window Help

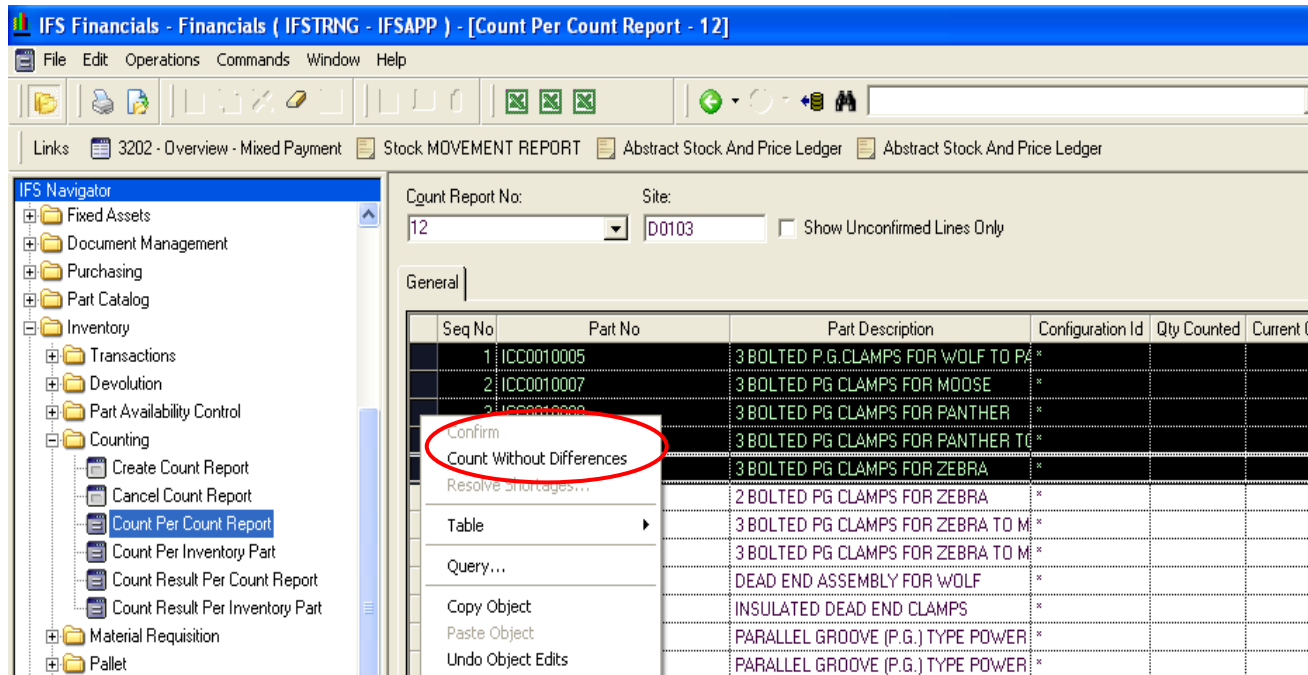
Links 3202 - Overview - Mixed Payment Stock MOVEMENT REPORT Abstract Stock And Price Ledger Abstract Stock And Price Ledger

Count Report No: 12 Site: 00103 ☐ Show Unconfirmed Lines Only

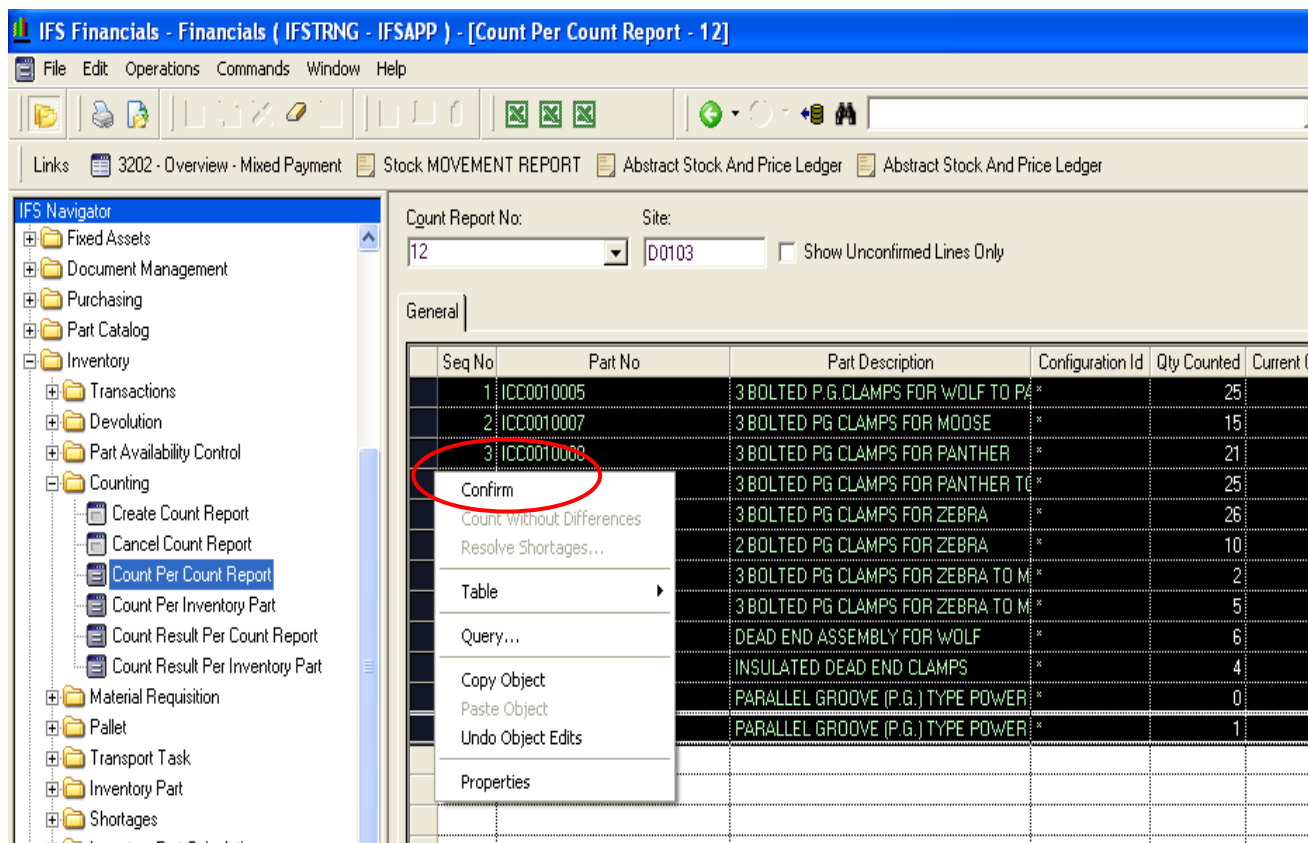
General

Seq No	Part No	Part Description	Configuration Id	Qty Counted	Current
1	ICC0010005	3 BOLTED P.G.CLAMPS FOR WOLF TO P	*		
2	ICC0010007	3 BOLTED PG CLAMPS FOR MOOSE	*		
3	ICC0010008	3 BOLTED PG CLAMPS FOR PANTHER	*		
4	ICC0010010	3 BOLTED PG CLAMPS FOR PANTHER TO	*		
5	ICC0010011	3 BOLTED PG CLAMPS FOR ZEBRA	*		
6	ICC0010025	2 BOLTED PG CLAMPS FOR ZEBRA	*		
7	ICC0010029	3 BOLTED PG CLAMPS FOR ZEBRA TO M	*		
8	ICC0010030	3 BOLTED PG CLAMPS FOR ZEBRA TO M	*		
9	ICC0010034	DEAD END ASSEMBLY FOR WOLF	*		
10	ICC0010035	INSULATED DEAD END CLAMPS	*		
11	ICC0010040	PARALLEL GROOVE (P.G.) TYPE POWER	*		
12	ICC0010041	PARALLEL GROOVE (P.G.) TYPE POWER	*		

2. All the parts that were included in the count report will appear on the screen. You will find a box for **Qty counted** to enter the count result. If there are many parts with no difference then you can select the multiple lines at a time and click right mouse button and click on the option **Counting without differences**. This will automatically enter quantity on hand in the quantity counted box. If there are any differences between Physical and ledger quantities, enter actual qty found during verification in quantity counted box and save.



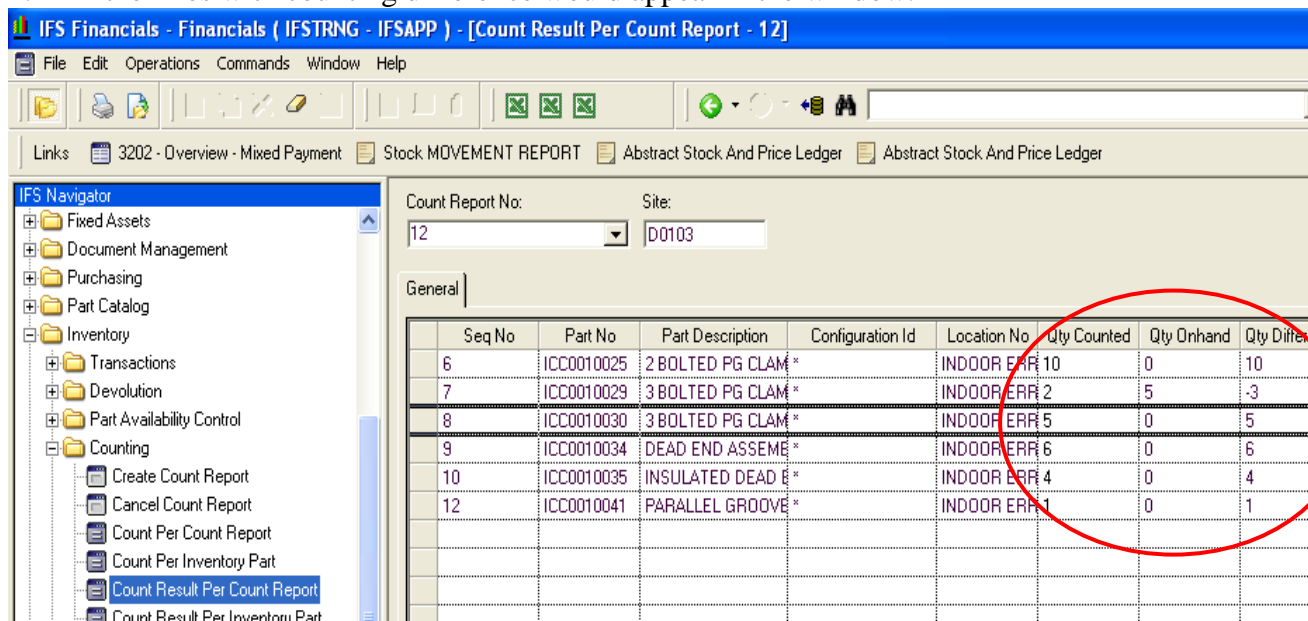
3. Once all the results are entered, select all the lines, click **RMB** and click **Confirm**, this will confirm the entries. It is suggested to verify the entries before confirming. Confirm has to be done by the stores custodian.



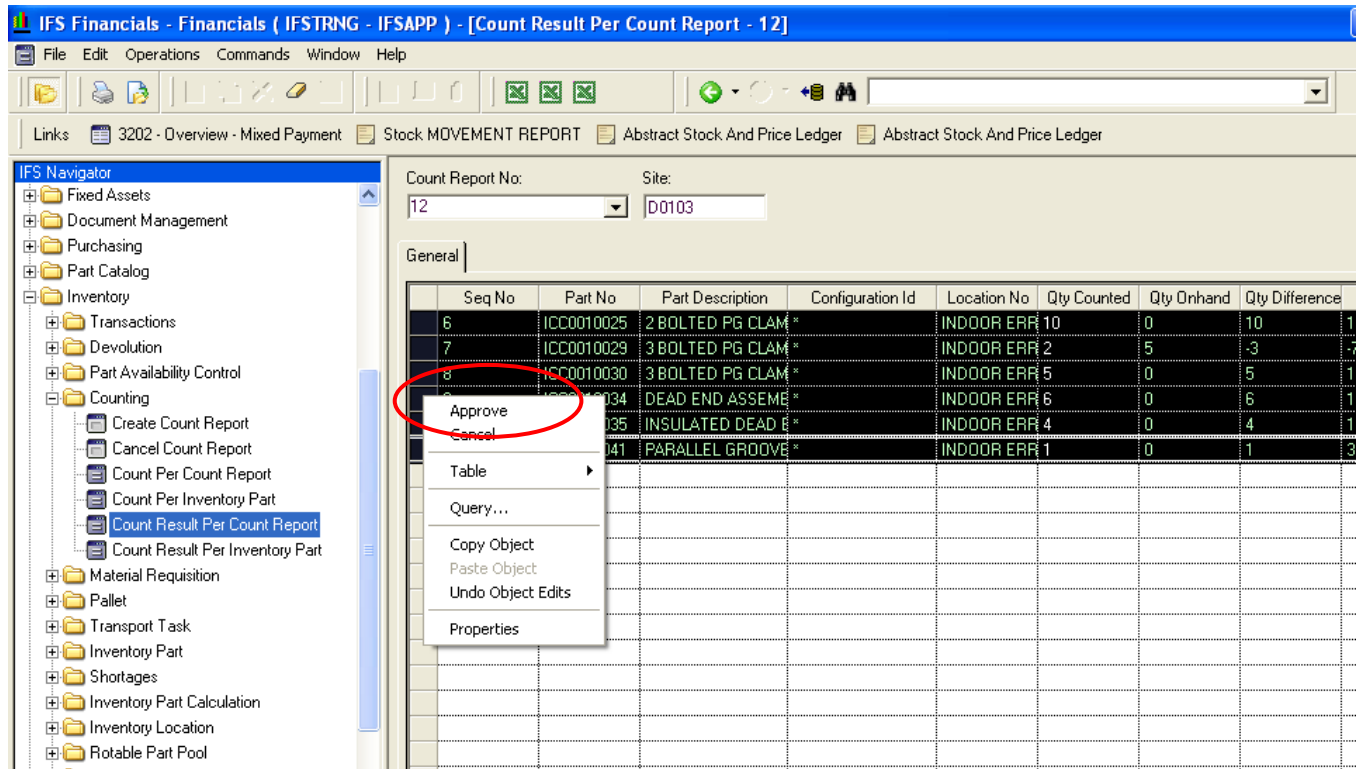
- After confirming any discrepancy noted would require approval from the authorizer i.e. the user who has the access to the transaction of approval. This user(s) would be from finance.

Steps for approving the results of the physical count in the system:

- Query for the Report Number, as in the print out in *Inventory/ Counting/ Count Result per Count Report*.
- All the lines with counting difference would appear in the window.



- It is possible to change the results in this screen as well. After the results are changed or viewed, select all the lines, click right mouse button and click *Approve*.

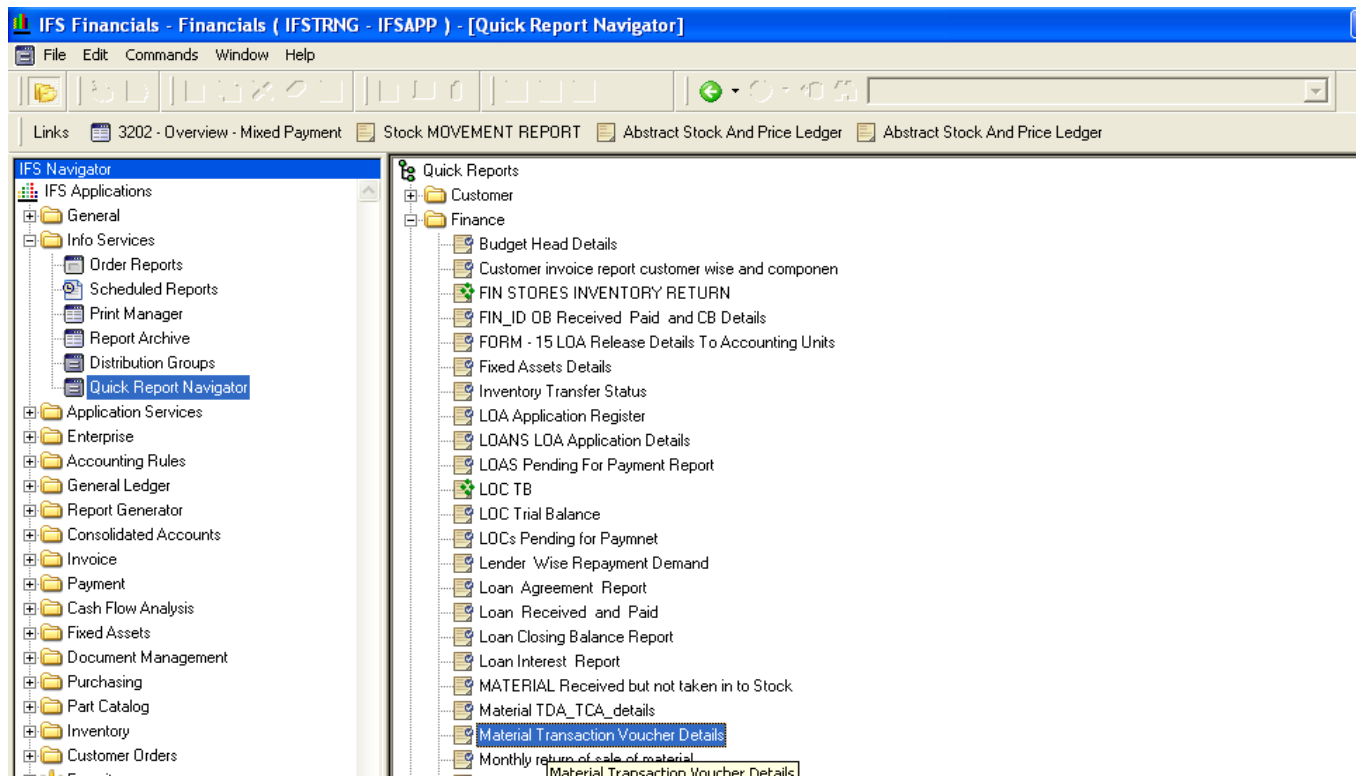


4. This will complete the counting process.
5. The results are posted in Inventory and Financials.
6. After completing counting process, inventory parts are available for transactions (depending upon the flag at create count report stage, i.e. **Freeze while counting** is checked on)
7. The total value of excess stock found during physical verification is debited to the stock A/c.(022.600) by crediting the A/c.(022.800) like wise shortages are also accounted for by the system through the posting control “M1 and M7”

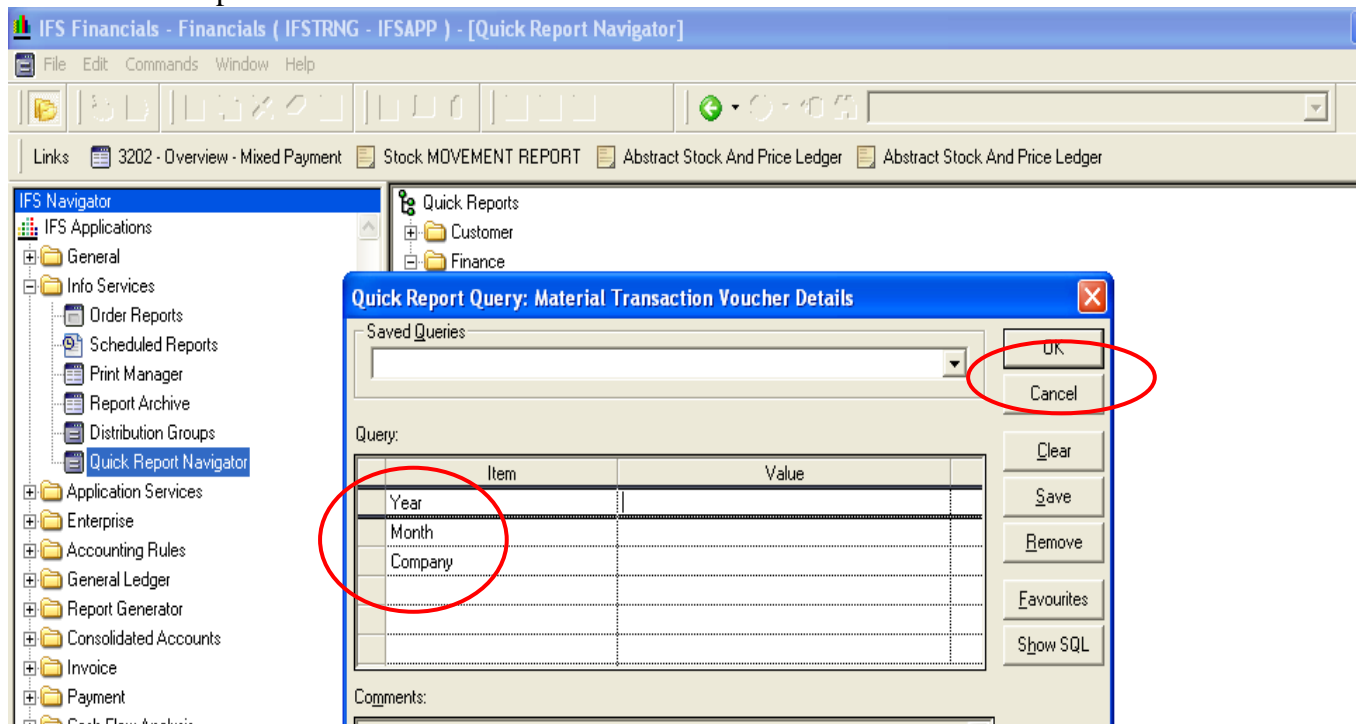
Steps to get the details of excess and shortages:-

Path: - Info services/Quick Report Navigator/Finance/Material Transaction Voucher details

IFS Applications Finance Module Activity Wise Course Material



1. Double click on the “Material Transaction voucher details”. The Pop Box will be opened as follows.



2. Enter the Year/Month/Company and click on Ok. System will display all the material transaction of selected month and year of particular company as follows.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [Quick Report: Material Transaction Voucher Details]										
File Edit Operations Commands Window Help										
Links 3202 - Overview - Mixed Payment Stock MOVEMENT REPORT Abstract Stock And Price Ledger Abstract Stock And Price Ledger										
Dated	Transaction Code	Transaction Id	Part No	Description	Work Order	Account No	Quantity	Cost	Value Of Inventory	
01/06/2009	ARRIVAL	691563	OCT0010047	132 KV CTS OF RATIO 300-200-100/ 1-0.5775,1			+1	89190.2	+89190.2	
18/06/2009	COUNT-IN	691595	ICB0020011	2.5 SQ MM FERRULES T TYPE 0-9,+,-			+5	6.76	+33.8	
18/06/2009	COUNT-IN	691596	ICB0020012	2.5 SQ MM FERRULES T TYPE ALPHABETS			+2	6.76	+13.52	
18/06/2009	COUNT-IN	691583	ICB0040028	2.5 SQMM .6MM COPPER LUGS FORK TYPE			+10	280.8	+2808	
18/06/2009	COUNT-IN	691585	ICB0040039	TAPE ROLLERS (R,Y,B, BLOCK)			+10	12.38	+123.75	
18/06/2009	COUNT-IN	691587	ICB0040050	2.5 SQMM INSERTING TYPE CU LUGS			+6	520	+3120	
18/06/2009	COUNT-IN	691589	ICC0010007	3 BOLTED PG CLAMPS FOR MOOSE			+15	312	+4680	
18/06/2009	COUNT-IN	691591	ICC0010010	3 BOLTED PG CLAMPS FOR PANTHER TO ZEE			+25	270	+6750	
18/06/2009	COUNT-OUT	691593	ICC0010029	3 BOLTED PG CLAMPS FOR ZEBRA TO MOOSE			-4	255	-1020	
18/06/2009	COUNT-IN	691592	ICC0010011	3 BOLTED PG CLAMPS FOR ZEBRA			+16	301	+4816.01	
18/06/2009	COUNT-IN	691590	ICC0010008	3 BOLTED PG CLAMPS FOR PANTHER			+11	255.26	+2807.81	
18/06/2009	COUNT-IN	691588	ICC0010005	3 BOLTED P.G. CLAMPS FOR WOLF TO PANTH			+10	191.06	+1910.6	
18/06/2009	COUNT-IN	691586	ICB0040047	2.5 SQMM 3.5MM DIA CU LUGS			+3	239.2	+717.6	
18/06/2009	COUNT-IN	691584	ICB0040038	2.5 SQMM .6MM DIM COPPER LUGS			+1	1.58	+1.58	
18/06/2009	INVSCRAP	691597	ICB0040023	2X 25 SQ.MM T JOINTS			-10	1100	-11000	
18/06/2009	INVSCRAP	691598	ICB0040023	2X 25 SQ.MM T JOINTS			-340	1100	-374000	

- The transaction code "Count In" refers to excess material and Transaction code "Count Out" refers to Shortages. This report can be exported to Ms-Excel. Through the Ms-Excel user can get the Excess and shortage report separately.
- Statement III (Statement of excesses and shortages of materials of like nature and like quantities) has to be prepared manually by the user based on the excess and shortage reports obtained through the item No.3 above.
- Statement IV (Statement of excesses and shortages of material of like nature but unlike quantities) has to be prepared manually by the user based on the excess and shortage reports obtained through the item No.3 above.
- Statement V (Statement of shortages placed under personal account of Physical Custodian) has to be prepared manually by the user based on the excess and shortage reports obtained through the item No.3 above after adjustment of like nature material. All these statements shall be got approved from the competent authority.
- Finally the Net excess shall be transferred to A/c. 062.905 by debiting the A/c. 022.800 like wise net shortages shall be kept under the Personal A/c. (028.400) of Stores custodian by crediting the A/c. 022.800. The value difference of like nature adjustments shall be transferred to the respective works where the material is consumed.
The Balance under A/c.022.800 should be "Zero" after making all adjustments. These entries are to be made through the Voucher Entry manually in ERP.

Bank Reconciliation:- The Bank Reconciliation process in IFS Application is as follows.

Path:- Payment / Cash Book / Bank Reconciliation / Match Bank Transactions / Internal manual matching.

1. Double click on Internal Manual matching or Select the file , Do RMB , Click on Open. The screen is opened as follows.

The screenshot shows the IFS Financials application interface. The title bar reads "IFS Financials (IFSTRNG - IFSAPP) - [5108 - Internal Manual Matching]". The menu bar includes File, Edit, Commands, Window, and Help. Below the menu is a toolbar with various icons. A link bar at the top contains several options, with "FIN Major Items of Materials(Summary)" selected.

On the left is the "IFS Navigator" tree view, which lists the application's hierarchy. Under "Payment", the "Match Bank Transactions" folder is expanded, and "Internal Manual Matching" is highlighted.

The main area displays a form for account selection:

- Account:** A dropdown menu.
- Description:** A text input field.
- Account Number:** A text input field.
- Currency:** A text input field.
- Associated Cash Account:** A text input field.
- Payment Institute:** A text input field.

Below the form is a large table with the following columns: Match Transaction, Payment Date, Bank Transaction Code, Amount, Value Date, Cheque No, Series ID, Payment ID, and Currency. The table is currently empty.

- 2. Click on Populate or Press “F2”. The system will display all the cash account transactions.**

IFS Applications Finance Module Activity Wise Course Material

IFS Financials - Financials (IFSTRNG - IFSAPP) - [5108 - Internal Manual Matching]

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 - Transaction Matching

Account: **AB-LOC CASH A** Description: ANDHRA BANK (PAYING BANK) Account Number: 052211011002174 Currency: INR

Associated Cash Account: Payment Institute: LOC

Match Transaction	Payment Date	Bank Transaction Code	Amount	Value Date	Cheque No	Series ID	Payment ID	Currency
<input type="checkbox"/>	08-02-2008	*	222000.00			GNPAY	3495	INR
<input type="checkbox"/>	08-02-2008	*	262700.00			GNPAY	3496	INR
<input type="checkbox"/>	08-02-2008	*	545500.00			GNPAY	3497	INR
<input type="checkbox"/>	08-02-2008	*	638900.00			GNPAY	3498	INR
<input type="checkbox"/>	08-02-2008	*	57400.00			GNPAY	3499	INR
<input type="checkbox"/>	08-02-2008	*	43100.00			GNPAY	3500	INR
<input type="checkbox"/>	08-02-2008	*	56000.00			GNPAY	3501	INR
<input type="checkbox"/>	08-02-2008	*	43100.00			GNPAY	3502	INR
<input type="checkbox"/>	08-02-2008	*	6800.00			GNPAY	3503	INR
<input type="checkbox"/>	23-02-2008	*	60500.00			GNPAY	3607	INR
<input type="checkbox"/>	23-02-2008	*	409000.00			GNPAY	3608	INR
<input type="checkbox"/>	23-02-2008	*	296500.00			GNPAY	3609	INR
<input type="checkbox"/>	23-02-2008	*	2400.00			GNPAY	3610	INR

3. Select the Cash Account for which Bank Reconciliation is to be done from the drop down button of Account Field.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [5108 - Internal Manual Matching]

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 - External Interface
 - Auto Cash External Interface
 - Bank Reconciliation
 - Match Bank Transactions
 - Internal Manual Matching
 - Transaction Matching

Account: **ANDBK (DRAW)** Description: ANDHRA BANK (PAYING BANK) Account Number: 052211011002174 Currency: INR

Associated Cash Account: Payment Institute: ANDBK

Match Transaction	Payment Date	Bank Transaction Code	Amount	Value Date	Cheque No	Series ID	Payment ID	Currency
<input type="checkbox"/>	01-02-2008	*	-6756.00		325392	GNPAY	3613	INR
<input type="checkbox"/>	11-02-2008	*	-651.00		325029	GNPAY	3666	INR
<input type="checkbox"/>	11-02-2008	*	-799.00		325029	GNPAY	3666	INR
<input type="checkbox"/>	11-02-2008	*	-1134.00		325029	GNPAY	3666	INR
<input type="checkbox"/>	01-07-2008	*	-2600.00		332011	GNPAY	4791	INR
<input type="checkbox"/>	02-03-2009	*	-7423.00		355282	GNPAY	6771	INR
<input type="checkbox"/>	19-03-2009	*	-150.00		355405	GNPAY	6914	INR
<input type="checkbox"/>	20-04-2009	*	-200.00		355566	GNPAY	7185	INR
<input type="checkbox"/>	07-05-2009	*	-2000.00		367144	GNPAY	7318	INR
<input type="checkbox"/>	27-05-2009	*	-2400.00			GNPAY	7431	INR
<input type="checkbox"/>	01-07-2009	*	-500.00		368056	GNPAY	7715	INR
<input type="checkbox"/>	01-07-2009	*	-450.00		368057	GNPAY	7716	INR
<input type="checkbox"/>	01-07-2009	*	-227.00			GNPAY	7717	INR

4. Tick the Match Transaction as per Bank scroll and click on save or press F12.

IFS Financials - Financials (IFSTRNG - IFSAPP) - [5108 - Internal Manual Matching]

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 - Auto Cash External Interface
 - Bank Reconciliation
 - Match Bank Transactions
 - Internal Manual Matching

Account: **ANDBK (DRAW)** Description: ANDHRA BANK (PAYING BANK) Account Number: 052211011002174 Currency: INR

Associated Cash Account: Payment Institute: ANDBK

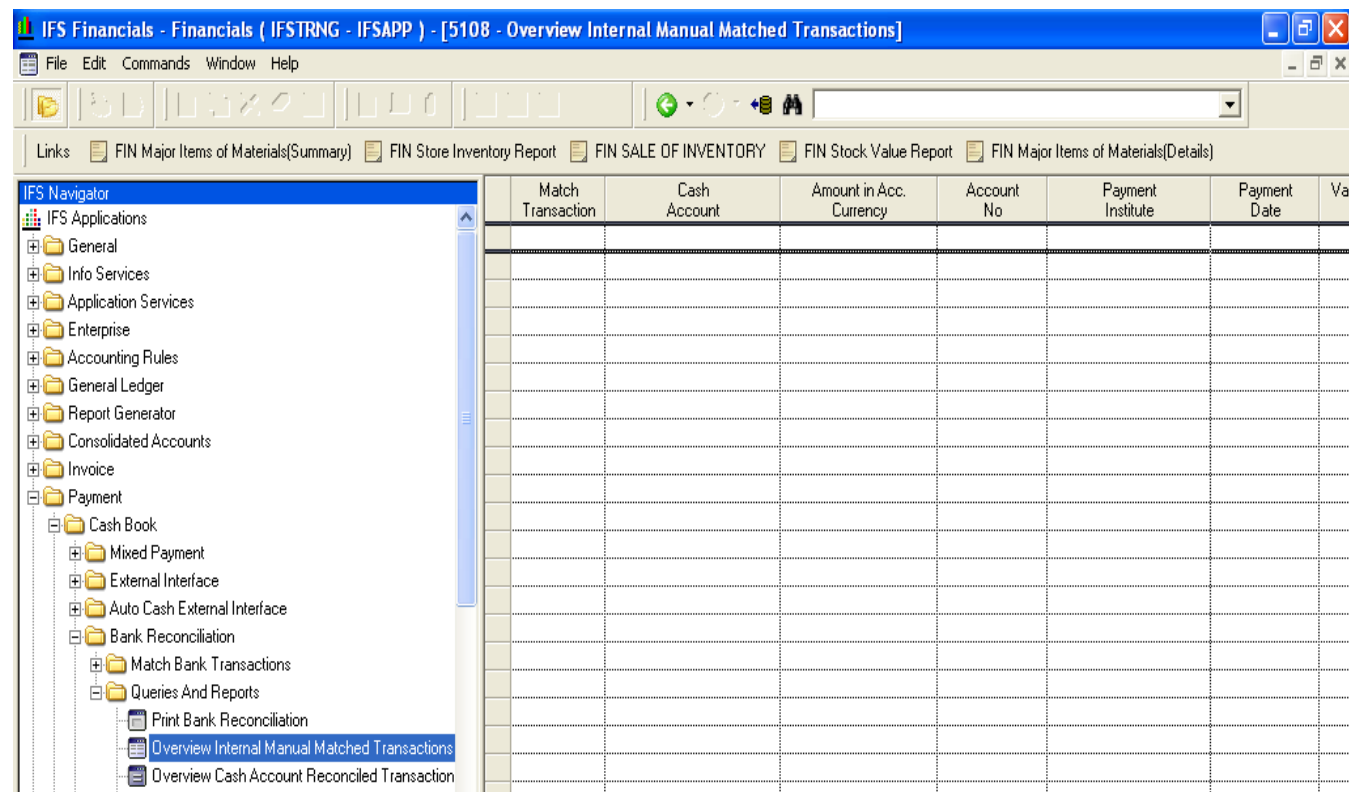
Match Transaction	Payment Date	Bank Transaction Code	Amount	Value Date	Cheque No	Series ID	Payment ID	Currency
<input checked="" type="checkbox"/>	01-02-2008	*	-6756.00		325392	GNPAY	3613	INR
<input checked="" type="checkbox"/>	11-02-2008	*	-651.00		325029	GNPAY	3666	INR
<input checked="" type="checkbox"/>	11-02-2008	*	-799.00		325029	GNPAY	3666	INR
<input checked="" type="checkbox"/>	11-02-2008	*	-1134.00		325029	GNPAY	3666	INR
<input checked="" type="checkbox"/>	01-07-2008	*	-2600.00		332011	GNPAY	4791	INR
<input type="checkbox"/>	02-03-2009	*	-7423.00		355282	GNPAY	6771	INR
<input type="checkbox"/>	19-03-2009	*	-150.00		355405	GNPAY	6914	INR
<input type="checkbox"/>	20-04-2009	*	-200.00		355566	GNPAY	7185	INR
<input type="checkbox"/>	07-05-2009	*	-2000.00		367144	GNPAY	7318	INR
<input type="checkbox"/>	27-05-2009	*	-2400.00			GNPAY	7431	INR
<input type="checkbox"/>	01-07-2009	*	-500.00		368056	GNPAY	7715	INR
<input type="checkbox"/>	01-07-2009	*	-450.00		368057	GNPAY	7715	INR

5. If any transaction is matched erroneously, the user has to roll back the matched transactions as follows.

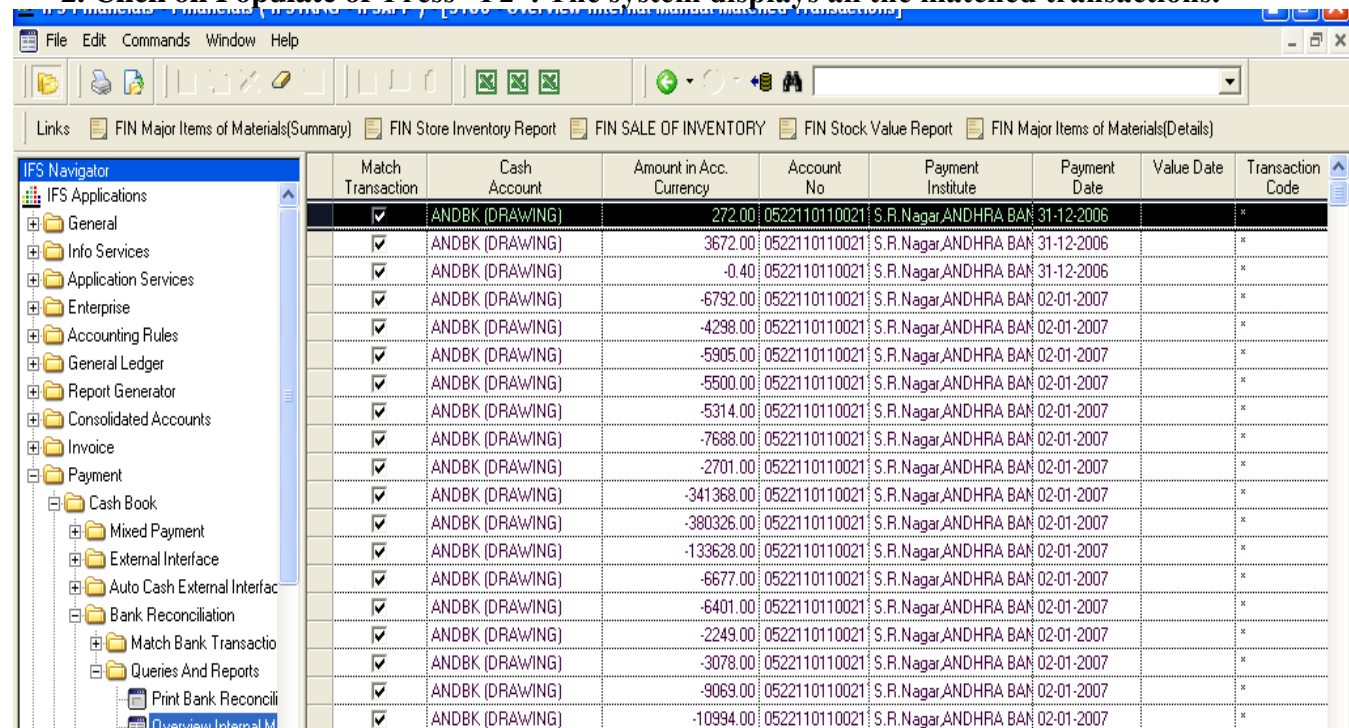
Path:- :- Payment / Cash Book / Bank Reconciliation / Queries and reports / Overview Internal Manual matched transactions.

1. Double click on Overview Internal Manual matched transactions or Select the file , Do RMB , Click on Open. The screen is opened as follows.

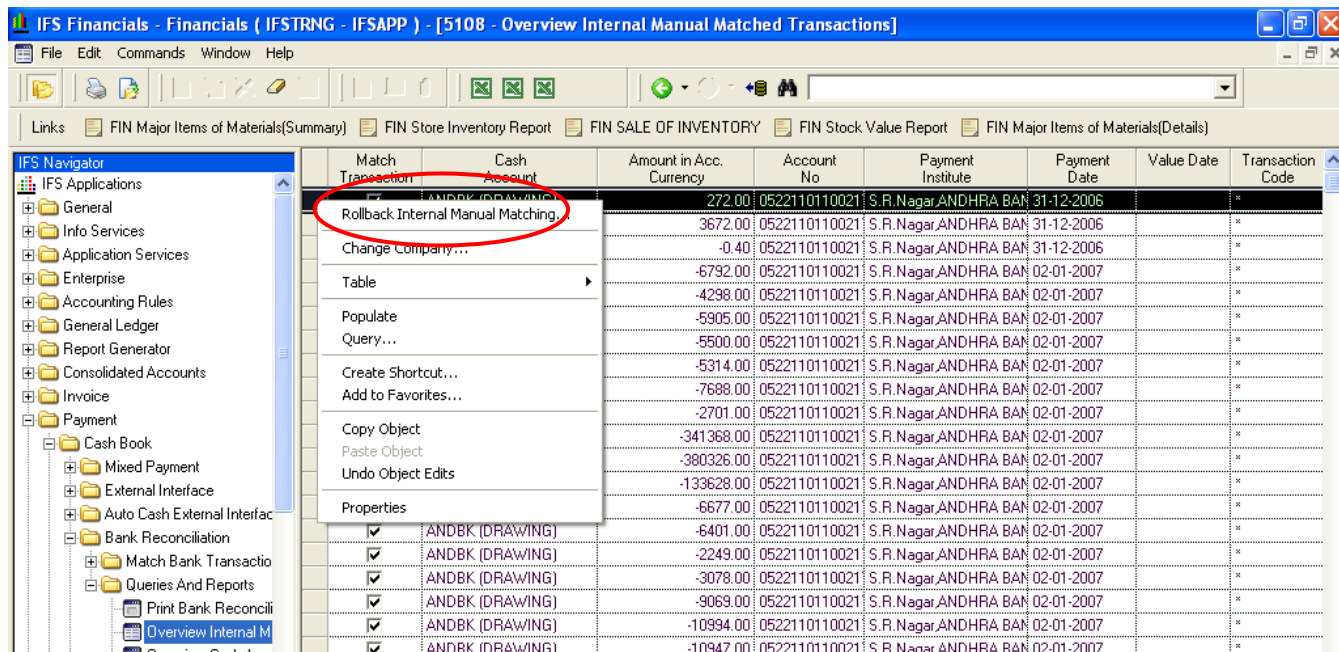
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2. Click on Populate or Press “F2”. The system displays all the matched transactions.



3. Select the row of erroneously matched transaction, DO RMB , Click on “Roll back internal manual matching”.

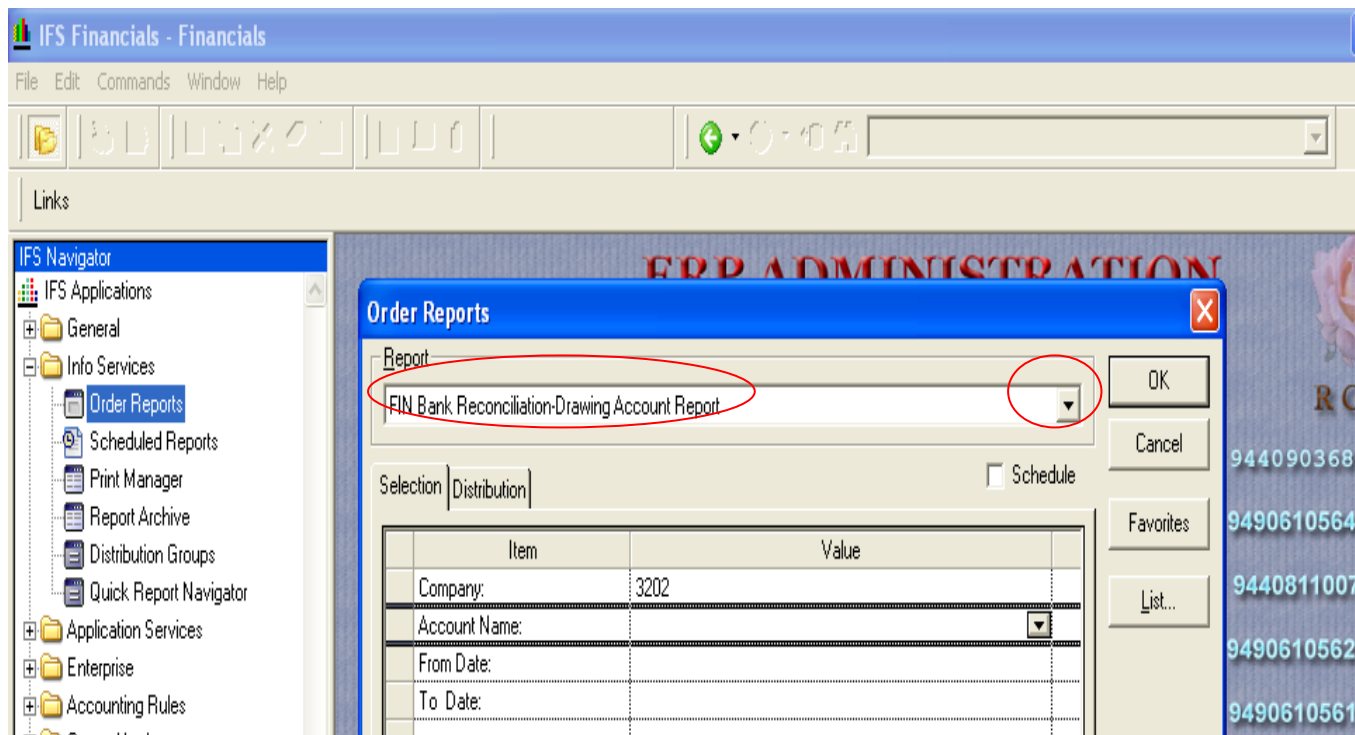


4. Now the matched transaction will move to the internal manual matching screen.

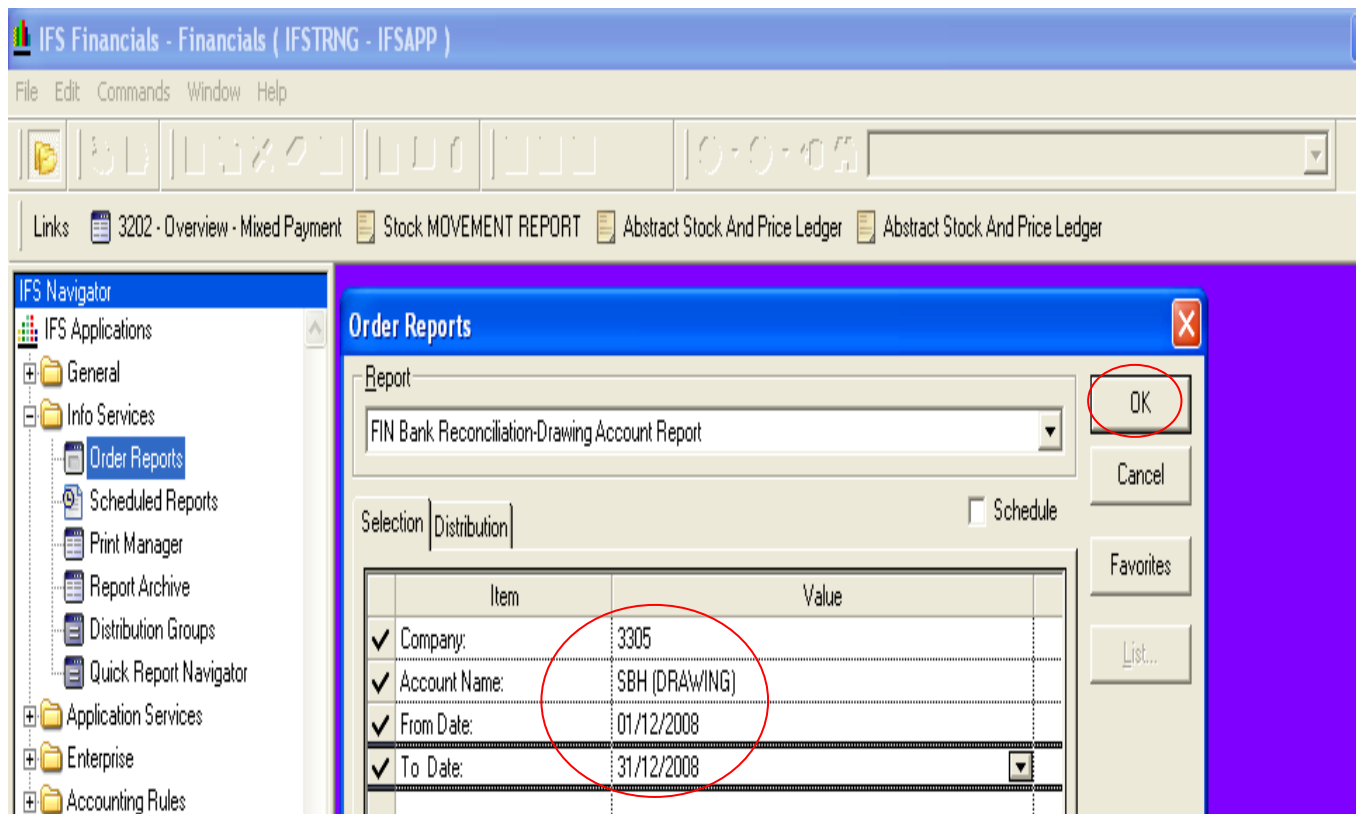
To obtain the Bank Reconciliation statement follow the following steps.

Path:- Info services/Order Reports/ Fin Bank Reconciliation-Drawing Account Report

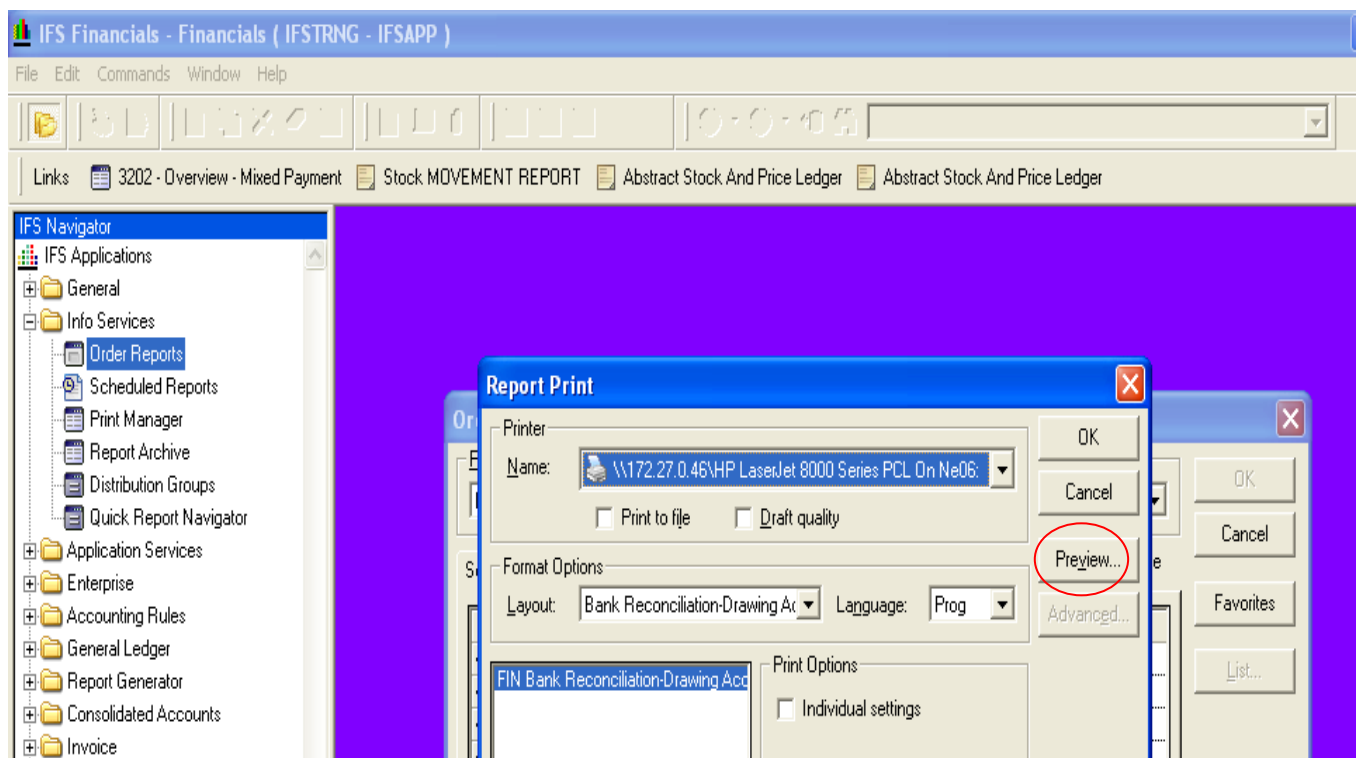
Steps:- 1.Select Fin Bank Reconciliation-Drawing Account Report from drop down button of order reports window. The window will be as follows.



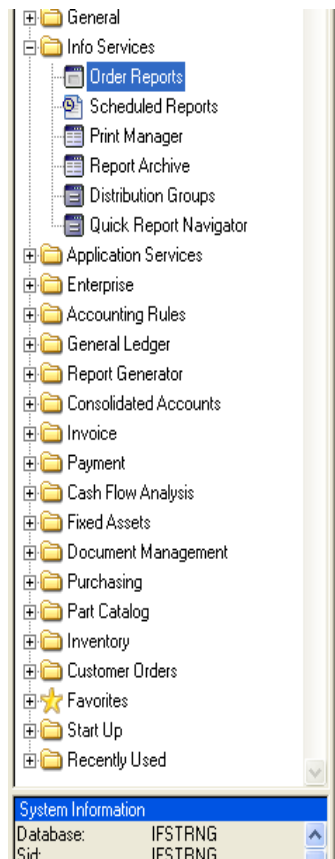
2. Enter company. Select Account Name from list. Enter From Date, To date and click on OK.



3. On clicking OK, the system will drag on to the report print window. Where the user can view the preview by clicking on preview button.



4. The Preview is as follows. By clicking the page scroll buttons (Arrow marks) the user can view the preview as follows



TRANSMISSION CORPORATION OF ANDHRA PRADESH LIMITED

Bank Reconciliation Report



Company : 3305 From Date : 01/12/2008
Account : SBH (DRAWING) To Date : 31/12/2008

PART - A

Particulars	Amount
Opening Balance As per Transco Cashbook	24,868.73
ADD:	
a) Funds Received from HO during the period	1,619,600.00
Other Debits in Cashbook	
LESS:	
a) Cheques issued during the period	1,618,407.44
b) Other Credits in Cashbook	
Closing Balance Asper APTRANSCO Cashbook to end of the period	26,061.29

5. To have a print out click on printer icon.

USER MANUAL FOR PROCESSING LEGAL CHARGES PAYMENT- IN ERP

STEPS FOR PROCESSING LEGAL CHARGES PAYMENT IN IFS-ERP RELATING TO FINANCE MODULE: (This activity is to be done after processing the legal charges sanction id in the legal cases interface package)

Open the supplier invoice entry screen : path :- Invoice/ supplier invoice/ supplier invoice entry screen.

For processing the Legal case payment invoice

Step 1: Click new (F5) for processing new invoice.

Step 2 : Select the sanction id in the sanction id field from list of values.

Step 3: Give the Invoice number in the Invoice identity filed.

Step 4: Select the Authorizer from list of values.

Step 5: In the line information, give tax code as 'N'

Step 6: click Save /(F12)

The screenshot displays the 'Supplier Invoice Entry' window in IFS Financials. The left pane shows the application tree with 'Supplier Invoice Entry' selected. The main window contains the following sections:

- Header Fields:** Vou. Date: 02/07/2012, Period: 2012, User Group: AP, Vou. Type: I, Vou. No.: .
- Supplier Information:** Supplier: , Name: , State: , TDS Amount: , LD Amount: , Sanction Id: (highlighted with a red circle).
- Invoice Identity:** Invoice Identity: , Currency: , Currency Rate: , Authorizer: , Net Amount: , Net Di TDS: , Net+TDS+LD: .
- Invoice Date:** Invoice Date: , Arrival Date: , Pay Term Base Date: , Payment Terms: , Due Date: , Plan Pay Date: , Payment Reference: .
- Posting Information:** Balance: , Balance in Acc Curr: , Voucher Text: .
- Code Part:** .
- Line Information Table:**

Line ID	Delivery Type ID	Supplier Income Type	Tax Code	Multiple Tax Lines	Tax Percent	Tax Method	Tax Received	Gross Amount	Net Amount	Tax Amount	Withheld Tax Amount	Line Balance
- Posting Information Table:**

Line ID Ref	Voucher Company	Account	Cost Cent	Budget Head	Employee	Funding Agen	Work Order	Assets	Project	Finance ID	Fund Agen	Code I

Step 7: Do RMB and click on “Generate Sanction Posting”

Step 8: Now click on Save or F12 for saving the invoice.

The invoice will be in the preliminary state.

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If any recoveries are to be made, check on the Deductions applicable and do the further process as being done for the regular supplier invoices.

Step 9: Do RMB and click on “PostInvoice..”

The screenshot displays the IFS Financials - Financials (IFSTRNG - IFSAPP) - [9100 - Supplier Invoice Entry] window. The interface includes a menu bar (File, Edit, Operations, Commands, Window, Help), a toolbar, and a left-hand IFS Navigator pane. The main area contains several sections: 'Vou. Date: 02/07/2012', 'Period: 2012', 'User Group: AP', 'Vou. Type: I', and 'Vou. No:'. Below these are fields for 'PO Ref.', 'Supplier', 'Name', 'State', 'Gross Amount', 'TDS Amount', 'LD', 'Invoice Identity', 'Currency', 'Currency Rate', 'Authorizer', 'Net Amount', 'Net Of TDS', 'Net', 'Tax Amount', 'Invoice Date', 'Arrival Date', 'Pay Term Base Date', 'Payment Terms', 'Due Date', 'Plan Pay Date', and 'Payment Reference'. There are also checkboxes for 'Preposting', 'Deductions Applicable', 'Ld Applicable', 'Tower Variance', 'Notes', and 'Authorize for Payment at Final Posting'. The 'Line Information' section contains a table with columns: Line ID, Delivery Type ID, Supplier Income Type, Tax Code, Multiple Tax Lines, Tax Percent, Tax Method Tax Received, Gross Amount, and Net Amount. The 'Posting Information' section includes fields for 'Balance', 'Balance in Acc Curr', 'Voucher Text', and 'Code Part'. The 'System Information' section at the bottom left shows 'Database: IFSTRNG', 'Sid: IFSTRNG', 'VIEW: IFSAPP.MAN_SUPP_INVOICE', and 'Fnd User: IFSAPP'. The right-hand menu is open, showing options like 'General Info...', 'Preposting...', 'Installment Plan and Discounts...', 'Post Invoice...', 'View Vouchers...', 'Voucher Report..', 'Match Receipts Gate Purchase', 'Purchasing', 'Copy and Cancel', 'Invoice Template', 'Create Recurring Invoice...', 'Print Invoice Enclosure - EU taxes...', 'Voucher Entry...', 'Project Reporting...', 'Work Order...', 'View Connected Document...', 'Notes...', 'Change Company...', 'Challan Not Yet Invoiced...', 'Match Tower Receipt', 'Generate Sanction Postings' (highlighted with a red circle), 'Populate', 'Query...', 'Create Shortcut...', and 'Add to Favorites...'.

Payment Process for the Legal Invoices: The steps that are being followed for the regular suppliers invoices payment are to be followed for the Legal supplier invoice payment also.