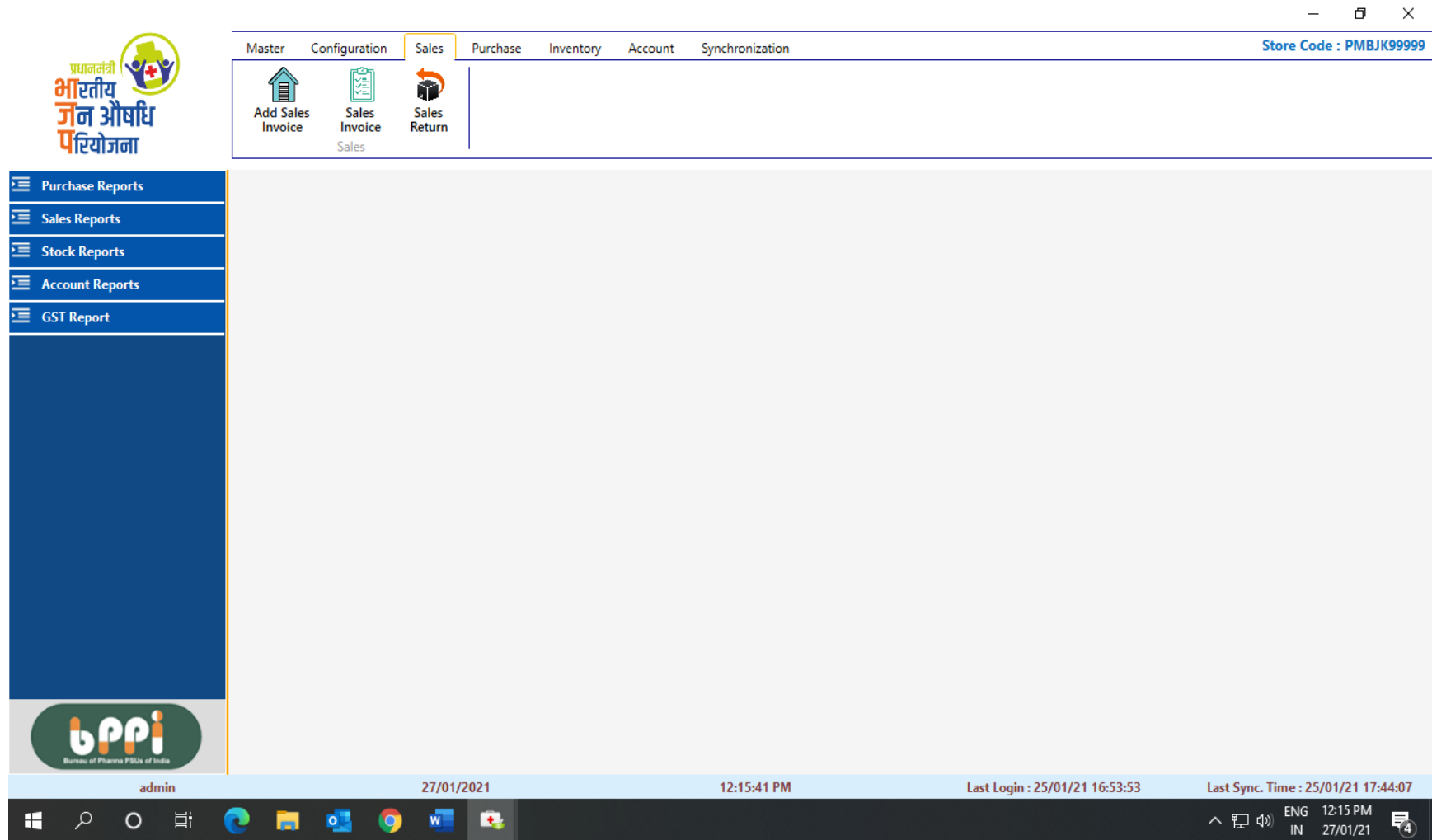# Tutorial for Kendra POS Software
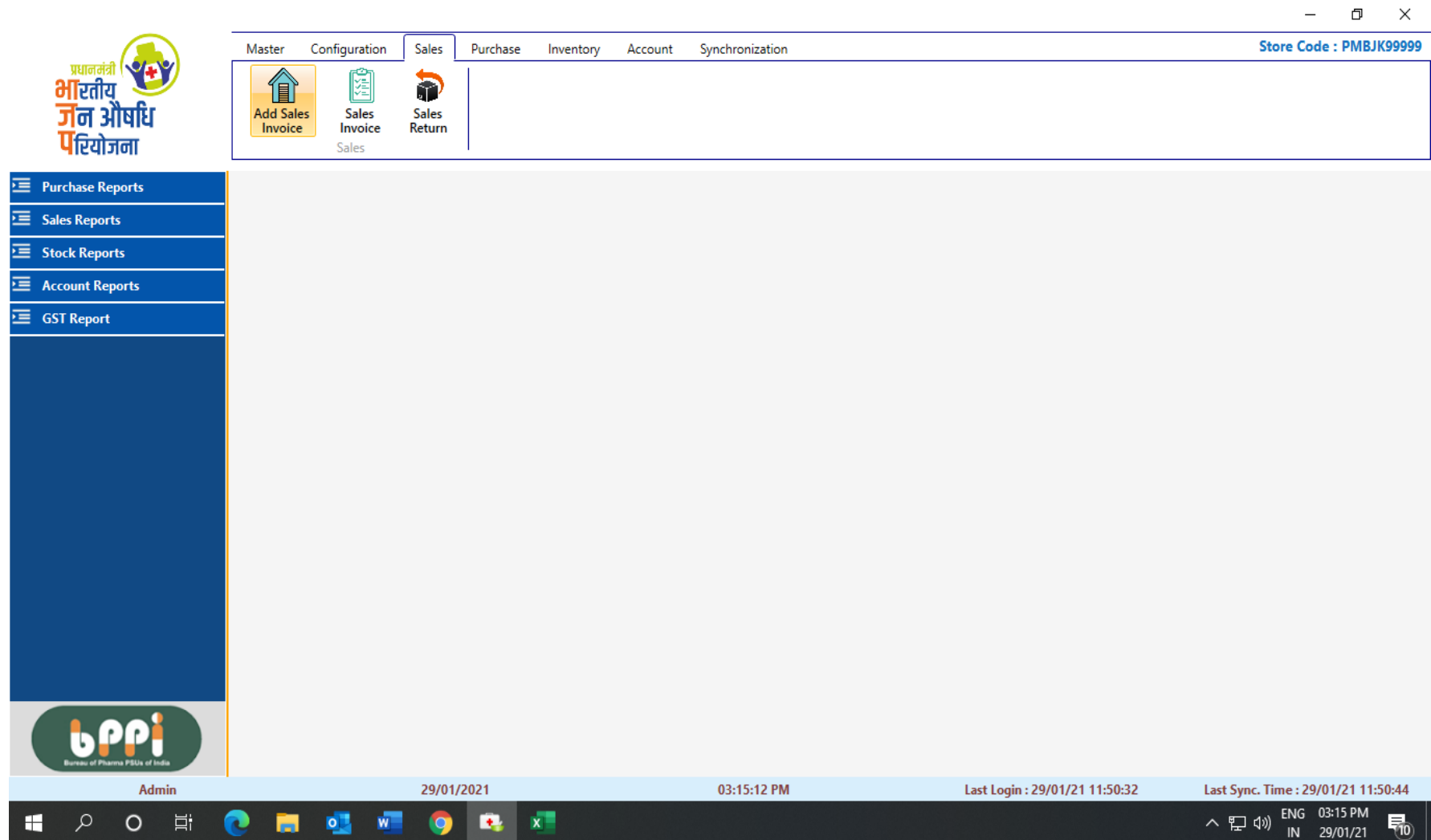
Sales Generation

PART -2

1) **Sales options** allow user to Add new sale invoice, Sale return and view Sale invoice of Customer

2) To generate the Sales Invoice, user will select the **Sales** → then click on **Add Sales Invoice** option.

3) By selecting **Add Sales Invoice** option, **Add Sales Invoice** window will open.

4) To create the Sales Invoice, User enter the details (Customer ref. no, Patient Mobile no., Email id, Patient name, Doctor name, mode of payment, Remarks) and add Drug details by typing either Drug code or Drug name in Drug text box. List of Drug will show up relative to typed detail.

Add Sales Invoice

Sales Invoice Header

Invoice No. : SI2021220002	Date : 12/02/2021	GST Type : Local State
Cust.Ref. No : Customer Ref. No	Due Date : 12/02/2021	Rate Type : Sales Rate
Pat Mob. No. : 8866051242	A/c Name : Cash Sale	Book : Bill of Supply
Email Id : xyz@gmail.com		
Patient : pri	Remarks :	
Doctor : Dr. Priya	☐ Credit Bill	

Find Invoice No.

Search Drug

Drug :   Batch :   Qty : 0.000   Discount : 0.000   **Stock** Available Qty. : **500.00**

Pack Size : 10's   Rate : 42.3729   Location : A   Bar Code :   Add

Drug Code	Drug Name	Pack Size	Batchno	No of Pack	Qty	MRP	Rate(Sales)	Exp Date
10001	ibu 400	10		100.00(10's)	100.00(10's)	22.00		
10001	ibu 400	10		1000.00(10's)	1000.00(10's)	25.00		
137	Glimepiride Tablets IP 1mg	10's	QAJCD-12	1.00(10's)	10.00(10's)	4.00	3.5714	11-2022
1441	Nirmal (Nicotine Polacrilex Chewing Gum 2 mg)	1 x 9's (mono c...	23	100.00(1 x 9's (...	900.00(1 x 9's (...	40.00	33.8983	03-2022
2	Aceclofenac Tablets IP 100 mg	10's	ACE-191	7.00(10's)	70.00(10's)	7.00	6.2500	02-2023
21	Diclofenac Sodium 50mg and Paracetamol 325mg Tablets IP	10's	SHT8127	50.00(10's)	500.00(10's)	4.91	4.3839	02-2021
29	Aciclovir Tablets IP 400 mg	10's	VCLWA-1765	1.00(10's)	10.00(10's)	40.00	35.7143	03-2022
4	Acetaminophen 325mg + Tramadol Hydrochloride 37.5mg film...	10's	BASWE-123	2.00(10's)	20.00(10's)	9.00	8.0357	12-2022
401	Amoxycillin 250mg and Potassium Clavulanate 125mg Tablets IP	6's	7885S5Q	1.67(6's)	10.00(6's)	43.00	38.3929	03-2021

No of Pack	Rate	Disc.(%)
	0.000	0.000

Tax Detail :

SGST	CGST
0	0

Card/Wallet Type : Credit Card   Gross Amount : 0.000

Card/Wallet Pay : 0.000   Tax Amount : 0.000

Cash Pay : 0   Round Off(+/-) : + 0.000

PayAmount : 0   Net Amount : 0

Save   Clear   New

5) After selecting Drug code, user will enter the Qty to be sale then click on Add button.

6) Selected Drug code details will be added in row. Same way user can enter multiple drugs in row.

7) User can add another drug detail to be requested by customer as shown below:

Add Sales Invoice

Sales Invoice Header

Invoice No. : SI2021220002	Date : 12/02/2021	GST Type : Local State
Cust.Ref. No : Customer Ref. No	Due Date : ☐ 12/02/2021	Rate Type : Sales Rate
Pat Mob. No. : 8866051242	A/c Name : Cash Sale	Book : **Bill of Supply**
Email Id : xyz@gmail.com		Remarks :
Patient : pri *		
Doctor : Dr. Priya	☐ Credit Bill	

Find Invoice No.

Search Drug

Drug :   Batch :   Qty : 0.00   Discount : 0.000

Pack Size :   Rate : 0.000   Location :   Bar Code :   ⊕ Add

Stock
Available Qty. : 0.00

Sales Invoice Detail

SrNo	Drug Code	Name	Pack Size	Batch No	Location	Mfg. Date	Exp. Date	MRP	Qty	No of Pack	Rate	Disc.(%)
1	2	Aceclofenac Tablets IP 100 mg	10's	ACE-191	A	01/01/21	28/02/23	7.000	10.00	1	6.250	0.000
2	5	Aspirin Tablets IP 150 mg	14's	CVKHD-4545	A	01/01/20	28/02/22	3.000	10.00	0.714285731	2.679	0.000
3								0.000	0.00		0.000	0.000

Tax Detail :

SGST	CGST
0.000	0.000

Card/Wallet Type : Credit Card	Gross Amount : 9.143
Card/Wallet Pay : 0.000	Tax Amount : 0.000
Cash Pay : 9	Round Off(+/-) : - 0.143
PayAmount : 9	Net Amount : 9

💾 Save   🧹 Clear   ⊕ New

8) Once Sale invoice is prepared, user will click on Save button. POS Message will pop up displaying message that "Record Saved Successfully". User sale invoice has generated from software. User will click on Ok button.

9) POS message popup window will open and display message that "Are you sure that you want to print invoice?" User will select Yes to print sale invoice.

10) User can take Sale return from the customer. For Sale return, user will click on Sales→ select Sales Return. Sale return window will open. To add new sale return, Click on Add button. Sale return Master window will open.

11) To Add Sale return, user will select the sales invoice no against which Sale return need to be done. Then click on F3 key from keyboard. Sales Invoice Drug list will open. Select drug code to be added for sale return.

12) After adding Drug in the list of Sale return, add qty to be returned by customer.

13) Click on Save Button to Save the Sale return. POS Message box will pop up that display message "Record Saved Successfully". Click on Ok button.

14) Inventory

Drug Code	Drug Name	Batchno	Stock	MRP	Sales Rate	Exp. Date	Uom	Total Amount	Print Barcode
387	Terbinafine Tablets IP 250mg	CT8111	70.00	25.71	22.9554	01-2021	7's	229.55	Print Barcode
21	Diclofenac Sodium 50mg and Paracetamo...	SHT8127	500.00	4.91	4.3839	02-2021	10's	219.20	Print Barcode
440	Metoprolol 50mg (Prolonged release) and ...	MAJT-1005	55.00	6.35	5.6696	01-2021	7's	44.56	Print Barcode
1441	Nirmal (Nicotine Polacrilex Chewing Gum ...	23	900.00	40.00	33.8983	03-2022	1 x 9's (mono c...	3389.83	Print Barcode

Total Sales Amt : 3884   Total MRP : 4553

15) Inventory → Opening Stock.

Sr. No.	Drug Code	Drug Name	UOM	Manufacture By	Market By	Mfg. Date	Expiry Date	RATE	Sales Rate	MRP	Pack Size	Location	Batch
						29/Jan/2021	29/Jan/2021	0.000		0.000			

Opening Stock Detail — Press F3 For Stock Details

MisMatch Detail

Sr. No.	Drug Code	MisMatch	Drug Name	UOM	RATE	MRP	Mnf. Date	Exp. Date	Pack Size	Location	Batch No	QTY	Sales Rate

16) Either Click on Import excel button to upload opening stock prepared in Excel or you can enter it manually by clicking on F3 key from Keyboard.
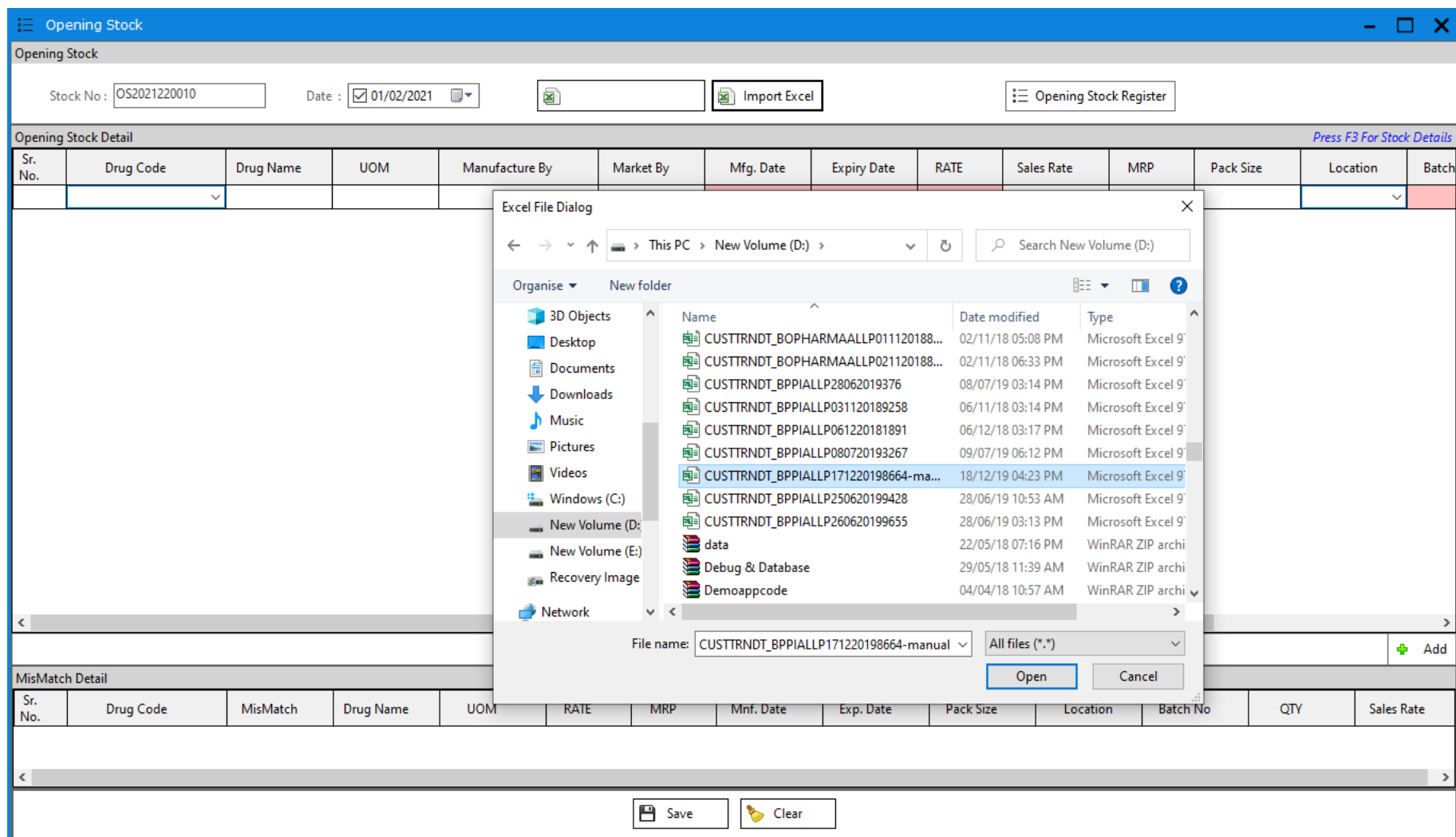
17) Click on Import excel button, Excel file dialog window will open to select the excel file prepared to import purchase detail from Excel to POS software.

18) To enter Purchase details manually in Software, Click on F3 Key from keyboard. Drug help window will open which shows drug list. You can search Drug by typing Drug name in Search box. Select Drug from list and click on Ok button.

	Opening Stock							— □ ✕

Opening Stock

Stock No : OS202...

	Drug Help						— □ ✕

Search : [   ]

	Drug Code	Drug Name	Pack Size	Rate	Stock	Lead Time
☐	42	Amoxycillin Trihydrate Dispersible Tablets IP 125 mg	10's	8.571	0.00	
☐	396	Amphotericin B Injection IP 50 mg per Vial	20 ML	714.286	0.00	
☐	1263	Ampicillin Capsules IP 500 mg	10's	28.571	0.00	
☐	46	Ampicillin Injection IP 500 mg	Vial	5.000	0.00	
☐	788	Anastrozole Tablets IP 1mg	10's	55.714	0.00	
☐	1265	Arginine Sachet 3 G	8.5 gm	15.714	0.00	
☐	1125	Aripiprazole Tablets IP 5mg	10's	10.000	0.00	
☐	1222	Artemether 80mg and Lumefantrine 480mg Tablets	6's	21.429	0.00	
☐	373	Artesunate Injection IP 60 mg	1 vial	16.429	0.00	
☐	796	Aspirin 75mg (Enteric coated) and Atorvastatin 10mg Capsules	10's	10.000	0.00	
☐	790	Aspirin Enteric Coated Tablets IP 75mg	14's	1.429	0.00	
☑	5	Aspirin Tablets IP 150 mg	14's	2.143	0.00	
☐	791	Atenolol 25mg and Amlodipine 5mg Tablets	14's	9.286	0.00	
☐	793	Atenolol Tablets IP 25mg	14's	3.571	0.00	
☐	265	Atenolol Tablets IP 50 mg	14's	4.286	0.00	
☐	420	Atorvastatin 10mg and Clopidogrel 75mg Capsules	10's	25.000	0.00	
☐	429	Atorvastatin 10mg and Fenofibrate 160mg Tablets IP	15's	19.286	0.00	
☐	266	Atorvastatin Tablets IP 10mg	10's	5.714	0.00	
☐	267	Atorvastatin Tablets IP 20mg	10's	7.857	0.00	
☐	456	Atorvastatin Tablets IP 40 mg	10's	14.286	0.00	

Opening Stock Detail — *Press F3 For Stock Details*

Sr. No.	Drug Co			Location	Batch
1	2			⌄	
2	4			⌄	
3	29			⌄	
4	401			⌄	
5	137			⌄	
6				⌄	

✔ Ok   ← Back

➕ Add

MisMatch Detail

Sr. No.	Drug Co	Sales Rate

💾 Save   🔖 Clear

19) Enter Manufacturing Date, Expiry Date, Batch No and Quantity of selected Drug list to be entered in Opening Stock.

20) Click on Save button after entering details of stock. Message box will come "Record Saved Successfully!!!" which will save the entered details.

	UOM	Manufacture By	Market By	Mfg. Date	Expiry Date	RATE	Sales Rate	MRP	Pack Size	Location	Batch No	QTY	Maintain Exp
ac Ta...	10's			01/Jan/2021	01/Feb/2023	5.000	6.25	7.000	10's	A	ACE-191	20	YES
ophe...	10's			01/Nov/2020	01/Dec/2022	6.429	8.036	9.000	10's	A	BASWE-123	20	YES
Tablet...	10's			01/Mar/2020	31/Mar/2022	28.571	35.714	40.000	10's	A	VCLWA-1765	10	YES
in 25...	6's			01/Jan/2021	01/Mar/2021	30.714	38.392	42.999	6's	A	7885S5Q	10	YES
de Tab...	10's			01/Dec/2020	30/Nov/2022	2.857	3.571	4.000	10's	A	QAJCD-12	10	YES
blets I...	14's			01/Jan/2020	28/Feb/2022	2.143	2.679	3.000	14's	A	CVKHD-4545	10	YES
				01/Feb/2021	01/Feb/2021	0.000		0.000				0.00	

Opening Stock

Stock No : OS2021220010   Date : ☑ 01/02/2021   Import Excel   Opening Stock Register

Opening Stock Detail   *Press F3 For Stock Details*

POS Message ×

ⓘ Record Saved Successfully!!!

OK

MisMatch Detail

Sr. No.	Drug Code	MisMatch	Drug Name	UOM	RATE	MRP	Mnf. Date	Exp. Date	Pack Size	Location	Batch No	QTY	Sales Rate

Save   Clear

21

21) Inventory → Batch Wise Stock Register will show all stock drug details with Total Amount.

Store Code : PMBJK99999

Master | Configuration | Sales | Purchase | **Inventory** | Account | Synchronization

Opening Stock | Batch Wise Stock Register | Expire Stock Register | Drug Wise Stock | Resolve Batch Conflict | Stock Transfer | Stock Adjustment | Audit Stock | Transfer Out | Transfer In

Stock

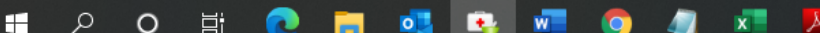Purchase Reports
Sales Reports
Stock Reports
Account Reports
GST Report

Batch Wise Stock Register

Drug Code	Drug Name	Batchno	Stock	MRP	Sales Rate	Exp. Date	Uom	Total Amount	Print Barcode
2	Aceclofenac Tablets IP 100 mg	ACE-191	20.00	7.00	6.2500	02-2023	10's	12.50	Print Barcode
4	Acetaminophen 325mg + Tramadol Hydro...	BASWE-123	20.00	9.00	8.0357	12-2022	10's	16.07	Print Barcode
21	Diclofenac Sodium 50mg and Paracetamo...	SHT8127	500.00	4.91	4.3839	02-2021	10's	219.20	Print Barcode
137	Glimepiride Tablets IP 1mg	QAJCD-12	10.00	4.00	3.5714	11-2022	10's	3.57	Print Barcode
5	Aspirin Tablets IP 150 mg	CVKHD-4545	10.00	3.00	2.6786	02-2022	14's	1.90	Print Barcode
29	Aciclovir Tablets IP 400 mg	VCLWA-1765	10.00	40.00	35.7143	03-2022	10's	35.71	Print Barcode
401	Amoxycillin 250mg and Potassium Clavul...	7885S5Q	10.00	43.00	38.3929	03-2021	6's	64.12	Print Barcode
1441	Nirmal (Nicotine Polacrilex Chewing Gum ...	23	900.00	40.00	33.8983	03-2022	1 x 9's (mono c...	3389.83	Print Barcode

Print   Total Sales Amt : 3743   Total MRP : 4396

admin	01/02/2021	12:46:42 PM	Last Login : 29/01/21 11:51:40	Last Sync. Time : 29/01/21 18:00:42

22) Inventory → Expiry Stock Register will display all the expiry stock details.

Drug Code	Drug Name	Batchno	Stock	MRP	Sales Rate	Exp. Date	Uom
19	Nimesulide 100mg and Paracetamol 325mg Tablets	ABC	99.00	2.50	2.23	03-2019	10's
387	Terbinafine Tablets IP 250mg	CT8111	70.00	25.71	22.96	01-2021	7's
112	Beclomethasone Dipropionate 0.025%w/w, Clotrimazole 1%w/w and Gentam...	GNGYJUT	40.00	10.95	9.78	12-2019	15 g tubes
212	Pantoprazole Gastro Resistant Tablets IP 40 mg	VBGR	490.00	9.50	8.48	12-2020	10's
214	Rabeprazole 20mg (Enteric Coated) and Domperidone 30mg (Sustained Relea...	CRD-7011	200.00	10.00	8.93	03-2020	10's
224	Folic Acid Tablets IP 5 mg		102.00	15.62	13.95	07-2019	15's
580	Ginseng, Multivitamins and multiminerals Capsules	AVCC	5.00	1.48	1.25	11-2019	10's
587	APPETITE ENHANCER (PEPTONE, MINERALS, VITAMINS) SYRUP	789	10.00	20.00	17.86	12-2020	300 ML
587	APPETITE ENHANCER (PEPTONE, MINERALS, VITAMINS) SYRUP	TRERT	100.00	3.21	2.87	08-2020	300 ML
30	Amikacin Injection IP 100 mg per 2 ml	456	90.00	7.76	7.39	12-2020	2ml Vial
30	Amikacin Injection IP 100 mg per 2 ml	BNJH	50.00	7.76	7.39	12-2020	2ml Vial
631	Etamsylate Tablets 500 mg	ELT601	100.00	7.86	7.02	03-2020	10's
796	Aspirin 75mg (Enteric coated) and Atorvastatin 10mg Capsules	GHN	200.00	17.24	15.39	12-2019	10's
327	Phenytoin Tablets IP 100 mg	BNUJ	100.00	45.00	40.18	12-2020	100's in Bottle
781	Alprazolam 0.25mg and Fluoxetine 20mg Tablets	123	500.00	7.76	6.93	11-2020	10's
440	Metoprolol 50mg (Prolonged release) and Amlodipine Besilate 5mg Tablets IP	MAJT-1005	55.00	6.35	5.67	01-2021	7's
6040	Absorbent gelatin sponge IP 66 , SIZE 80mm x 50 mmx 10 mm. should be ste...	1232	10.00	4.25	3.79	01-2019	1
100	Ofloxacin 200mg and Ornidazole 500mg Tablets IP	OCZT504	200.00	16.07	14.35	01-2020	10's
33	Glimepiride 2 mg + Metformin HCL 500 mg SR Tablets		120.00	20.00	17.86	12-2018	15's
8101	Cervical Collar designed to meet the needs of ambulatory patients over and ...	213	90.00	2.50	2.38	12-2019	1's

23) Inventory → Drug wise Stock will show Stock Sale and Stock Purchase & Sales value with MRP.

Drug Code	Drug Name	Stock(Sales)	Stock(Purchase)	UOM	Amount(Purchase)	Amount(MRP)	Amount(Sales)
10001	ibu 400	-3.00	-3.00	10's	0.00	-66.00	
137	Glimepiride Tablets IP 1mg	10.00	1.00	10's	2.86	4.00	3.57
1441	Nirmal (Nicotine Polacrilex Chewing Gum 2 mg)	900.00	100.00	1 x 9's (mono c...	3600.00	4000.00	3389.83
2	Aceclofenac Tablets IP 100 mg	20.00	2.00	10's	10.00	14.00	12.50
21	Diclofenac Sodium 50mg and Paracetamol 325mg Tablets IP	500.00	50.00	10's	100.00	245.50	219.20
29	Aciclovir Tablets IP 400 mg	10.00	1.00	10's	28.57	40.00	35.71
4	Acetaminophen 325mg + Tramadol Hydrochloride 37.5mg film coated Tablet	20.00	2.00	10's	12.86	18.00	16.07
401	Amoxycillin 250mg and Potassium Clavulanate 125mg Tablets IP	10.00	1.67	6's	51.29	71.81	64.12
5	Aspirin Tablets IP 150 mg	10.00	0.71	14's	1.52	2.13	1.90
580	Ginseng, Multivitamins and multiminerals Capsules	-100.00	-10.00	10's		-500.00	-423.73

Store Code : PMBJK99999

Master Configuration Sales Purchase Inventory Account Synchronization

Opening Stock | Batch Wise Stock Register | Expire Stock Register | Drug Wise Stock | Resolve Batch Conflict | Stock Transfer | Stock Adjustment | Audit Stock | Transfer Out | Transfer In

Stock

Purchase Reports
Sales Reports
Stock Reports
Account Reports
GST Report

Drug Wise Stock

Print

Document Type :   Document Type :   Document Type :

admin   01/02/2021   12:58:33 PM   Last Login : 29/01/21 11:51:40   Last Sync. Time : 29/01/21 18:00:42

24

24) Inventory → Resolve Batch Conflict will show the repetitive batches while entering Opening stock to select correct one. Click on Save button after selecting the correct batch details.

25) Inventory → Stock Transfer will allow user to transfer Stock from one location to other within Kendra. Click on Save button after selecting To Location.

Store Code : PMBJK99999

| Master | Configuration | Sales | Purchase | Inventory | Account | Synchronization |

Opening Stock | Batch Wise Stock Register | Expire Stock Register | Drug Wise Stock | Resolve Batch Conflict | Stock Transfer | Stock Adjustment | Audit Stock | Transfer Out | Transfer In

Stock

- Purchase Reports
- Sales Reports
- Stock Reports
- Account Reports
- GST Report

Stock Transfer

SrNo	Drug Code	Drug Name	BatchNo	From Loc.	Available Qty	TransferQty	To Location
1	2	Aceclofenac Tablets IP 100 mg	ACE-191	A	20.00	0.00	B
2	4	Acetaminophen 325mg + Tramadol Hydrochloride 37.5mg fil...	BASWE-123	A	20.00	0.00	B
3	21	Diclofenac Sodium 50mg and Paracetamol 325mg Tablets IP	SHT8127	A	500.00	0.00	B
4	137	Glimepiride Tablets IP 1mg	QAJCD-12	A	10.00	0.00	B
5	5	Aspirin Tablets IP 150 mg	CVKHD-4545	A	10.00	0.00	B
6	580	Ginseng, Multivitamins and multiminerals Capsules		A	500.00	0.00	B
7	29	Aciclovir Tablets IP 400 mg	VCLWA-1765	A	10.00	0.00	B
8	401	Amoxycillin 250mg and Potassium Clavulanate 125mg Tablet...	7885S5Q	A	10.00	0.00	B
9	10001	ibu 400		A	100.00	0.00	B
10	10001	ibu 400		A	1000.00	0.00	B
11	1441	Nirmal (Nicotine Polacrilex Chewing Gum 2 mg)	23	A	900.00	0.00	B

Save | Back
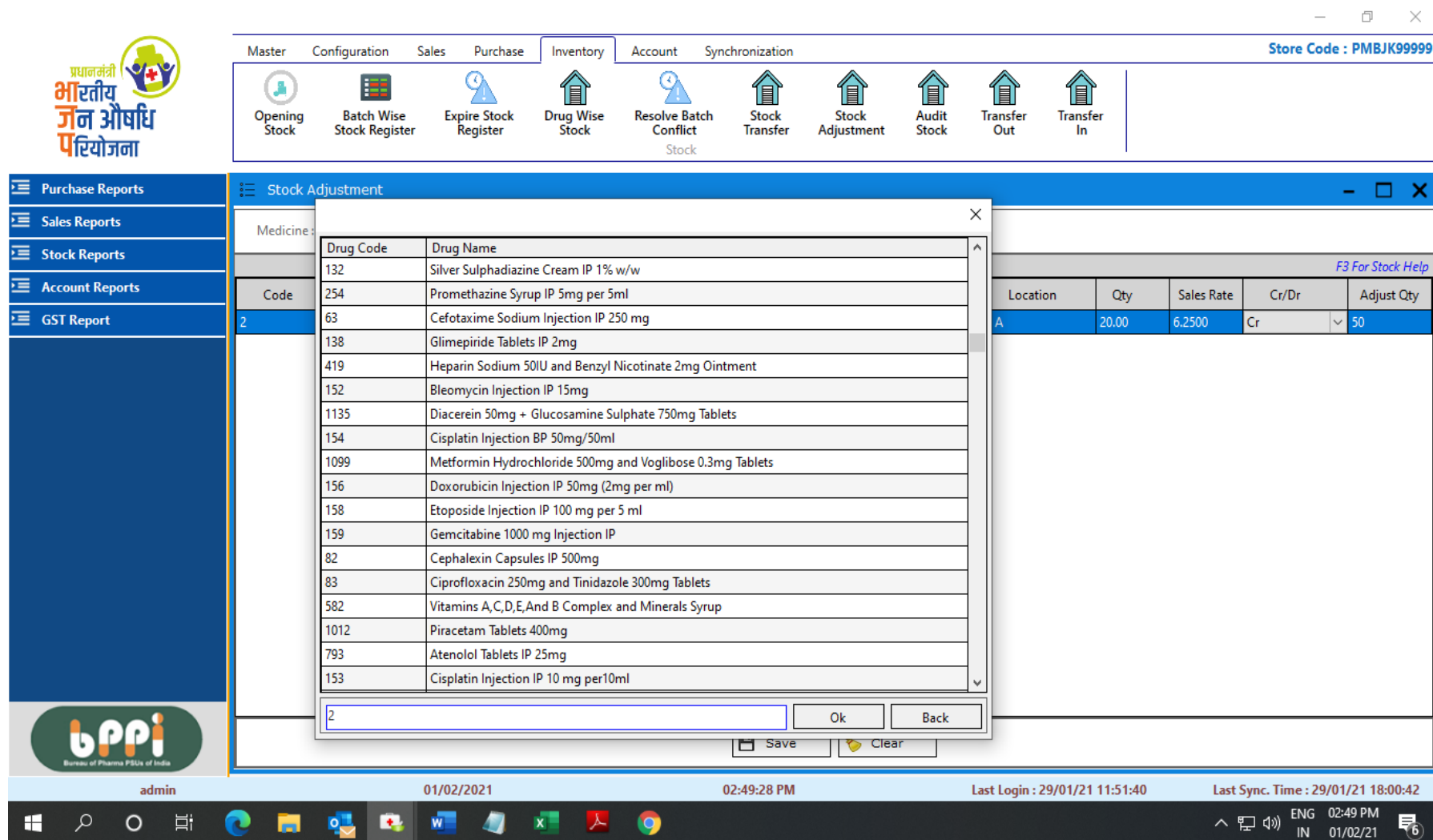
| admin | 01/02/2021 | 01:50:48 PM | Last Login : 29/01/21 11:51:40 | Last Sync. Time : 29/01/21 18:00:42 |

26) Inventory → Stock Adjustment will allow user to adjust the stock by selecting drug code. Click on Enter button in Medicine box.

27) Pop up window will open with list of Drug code to select for stock adjustment. Select Drug code from the list.

28) Enter Adjusting Quantity in front of Drug code selected for Stock Adjustment.

29) By Clicking on Save button, a message will display "Record Saved Successfully!!!".

30) Inventory → Audit Stock will allow user to update detail.

Drug Code	Drug Name	Batch No.	Location	Audit Qty	Status	Remarks	Created By	Created Dt
112	Beclomethasone Dipropionate 0.025%w/w, Clotrimazole ...	B1	B	50.000		plus	admin	24/05/18 07:20 ...
30	Amikacin Injection IP 100 mg per 2 ml		B	2.000			admin	27/05/18 02:46 ...
30	Amikacin Injection IP 100 mg per 2 ml		B	31.000			admin	27/05/18 02:46 ...
30	Amikacin Injection IP 100 mg per 2 ml	33	B	2.000			admin	27/05/18 02:46 ...
30	Amikacin Injection IP 100 mg per 2 ml	B1	B	101.000			admin	27/05/18 02:46 ...
974	Natural Micronised Progesterone Capsules 100mg	1122	C	95.000		11	admin	12/08/18 02:22 ...
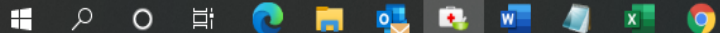
31) To add Audit details, click on Add button. Audit window will open. Click Enter key on Medicine box. Select Drug to add in Audit window. Click on Ok button.

32) Enter the Audit Qty by selecting **Credit/Debit quantity** with Remarks. Click on Save button after adding details.

33) **Inventory → Transfer Out** window helps user to transfer stock from their store to other store location. Click on Add button to transfer out stock to the other store.

34) Stock out window will open where user will add Drug details with quantity of stock to be transferred to another store.

35) **Inventory → Stock** In will allow user to accept transferred stock from another store. Click on Add button to add new stock received from another store.

36) **Add → Stock** In window will open which allow user to add Drug details with Sales Qty received from another store.

Stock In												– □ ✕

StockIn Header

StockIn No. : 2021220001   Date : 02/02/2021   Remarks :

Stock Out : | Press Enter To Get Help

StockIn Detail

SrNo	Drug Name	Batch No	Mfg. Date	Exp. Date	Sales Rate	Sales Qty	Uom	Mrp	Purchase Rate	Purchase	Uom	Location

💾 Save   🧹 Clear

37) Account Group will allow user to add category of Accounts in the software. By selecting **Account** → **Account Group**.

Name	Parent Group	Description
Advertisement	INCOME	INCOME - Profit & Loss A/C
Agent / Broker	Current Liabilities	Current Liabilities - LIABLITY
ASSETS	Balance Sheet	
Bank A/c	Current Assets	Current Assets - ASSETS
Buildings	Fixed Assets	Fixed Assets - ASSETS
Capital A/c	LIABLITY	LIABLITY - Balance Sheet
Capital A/c	Capital A/c	Liablity
Cash On Hand	Current Assets	Current Assets - ASSETS
Closing Stock	INCOME	INCOME - Trading A/C
Credit Notes	Sales Return	Sale Returns / Credit Notes
Current Assets	ASSETS	ASSETS - Balance Sheet
Current Liabilities	LIABLITY	LIABLITY - Balance Sheet
Debit Notes	Purchase Return	Debit Notes/Purchase Returns
Duties And Taxes	Current Liabilities	Current Liabilities - LIABLITY
EXPENSE	Profit & Loss A/C	

38) **Account→ Chart of Ledger** will allow user to add details of and display user group details.

39) User can add Journal Voucher details by clicking on **Account→ Journal Voucher→ Add button**.

40) Journal voucher window will open. User will enter details in the Journal Voucher.

41) Account→ Bank details will allow user to check the voucher details. User can voucher details by clicking on Add button.

| | Master | Configuration | Sales | Purchase | Inventory | Account | Synchronization | Store Code : PMBJK99999 |

Account Group | Chart Of Ledger | Journal Voucher | Bank | Cash | Notes

Account — Bank — Cash — Notes

- Purchase Reports
- Sales Reports
- Stock Reports
- Account Reports
- GST Report

Bank

Voucher Type : Bank Payment

Voucher No	Date	Ledger	Amount	Pay Amount	Adj. Amount
2018190002	12/12/18	Cash A/C	1000.00	1000.00	0.00
2018190001	23/10/18	M/s G.P.Sales	500000.00	500000.00	0.00

Add | Edit | Delete | View

| Admin | 02/02/2021 | 02:02:13 PM | Last Login : 01/02/21 10:15:34 | Last Sync. Time : 01/02/21 18:00:50 |

42) Voucher List window will open. User will enter Client A/c detail by clicking Enter key from Keyboard.

43) Client Details window will open. User will select the Client name from the list and click Ok button.

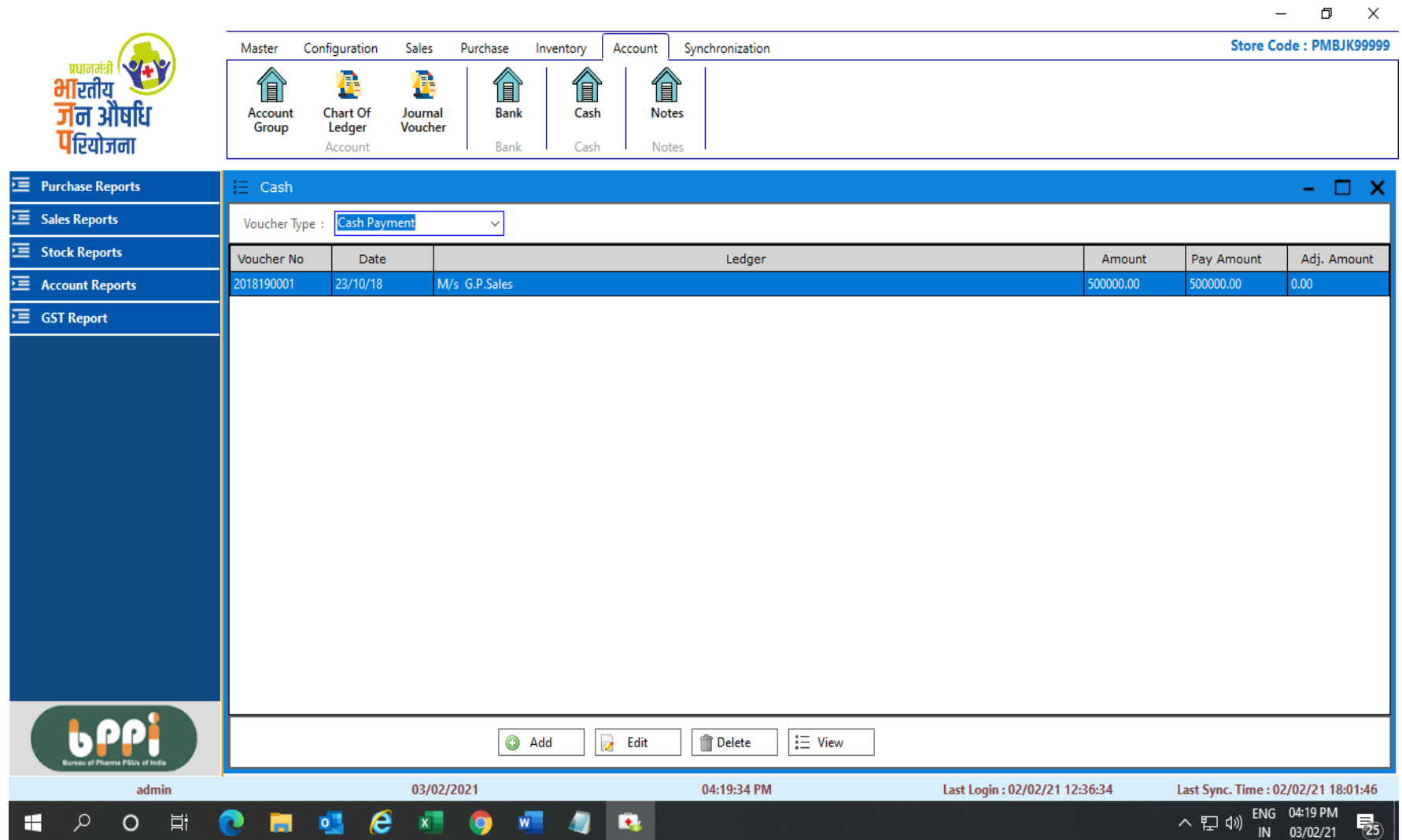| Client Id	Client Name	Address
8	Cash A/C	
10	Card/Wallet A/c	
11	Cash Sale	
12	Discount Adujst A/c	
14	BPPI	Sugal Logistic P...
14	BPPI	DAG No.884 of ...
14	BPPI	No.79,Kurutha...
16	Ajota Pharma	Shop no. 5,Rajd...
17	M/s Pharma Logistics	Rajagopalachar...
18	M/s Anand Enterprises	1st Floor,Bari P...
19	M/s Nahar Medical Agency	480/6, Opposite...
20	M/s Noble Remedies	Noble Tower,2 ...
21	M/s M/s Goel Agencies	23-24,Ganj Roa...
22	M/s Treat Well Pharma	35,36 Third floo...
23	M/s G.P.Sales	39,Shradhanan...
24	M/s Aries Distributor (P) Ltd.	House of LEO,P...
25	M/s Jyoti Enterprises	234, 1st Floor,D...
26	M/s The Managing Director, Markfed, Tripura	Badharghat,Ag...

Voucher List

Transaction Detail

Voucher Type : Bank Payment *
Voucher No : BP2021220001
Voucher Date : 02/02/2021
Narration :
Cheque/Trn No : * Date :

Transaction A/c : Your Bank *
Client A/c : Press Enter To Get Help *

Ok   Back

SrNo   Book Type   Bill Date   Bil   Remaining Amount

Save   Clear

44) User can maintain the accounts of the Sale and Purchase with debit/ credit notes details by selecting **Account option** from main menu.

45) User can add Voucher list by selecting Cash option from **Account→ Cash**

46)   User will add **Client A/c detail** by clicking **Enter button** from keyboard.

47)   User will enter Paid Amount and Adjust amount and Click on Save button.

SrNo	Book Type	Bill Date	Bill No	Due Date	Bill Amount	Paid Amount	Adjust Amount	Pay Amount	Adjust Amount	Remaining Amount
1	PurchaseInvoice	06/02/19	PI2018190010		1155.00	0.00	0.00	0.00	0.00	1155.00

48) "**Record Saved Successfully**" POS message window will display. Click on **Ok** button

Voucher List

Transaction Detail

Voucher Type : Cash Payment * Transaction A/c : Cash A/C *
Voucher No : CP2021220001 Client A/c : 19 M/s Nahar Medical Agency *
Voucher Date : 18/02/2021 Amount : 1,155.000
Narration :

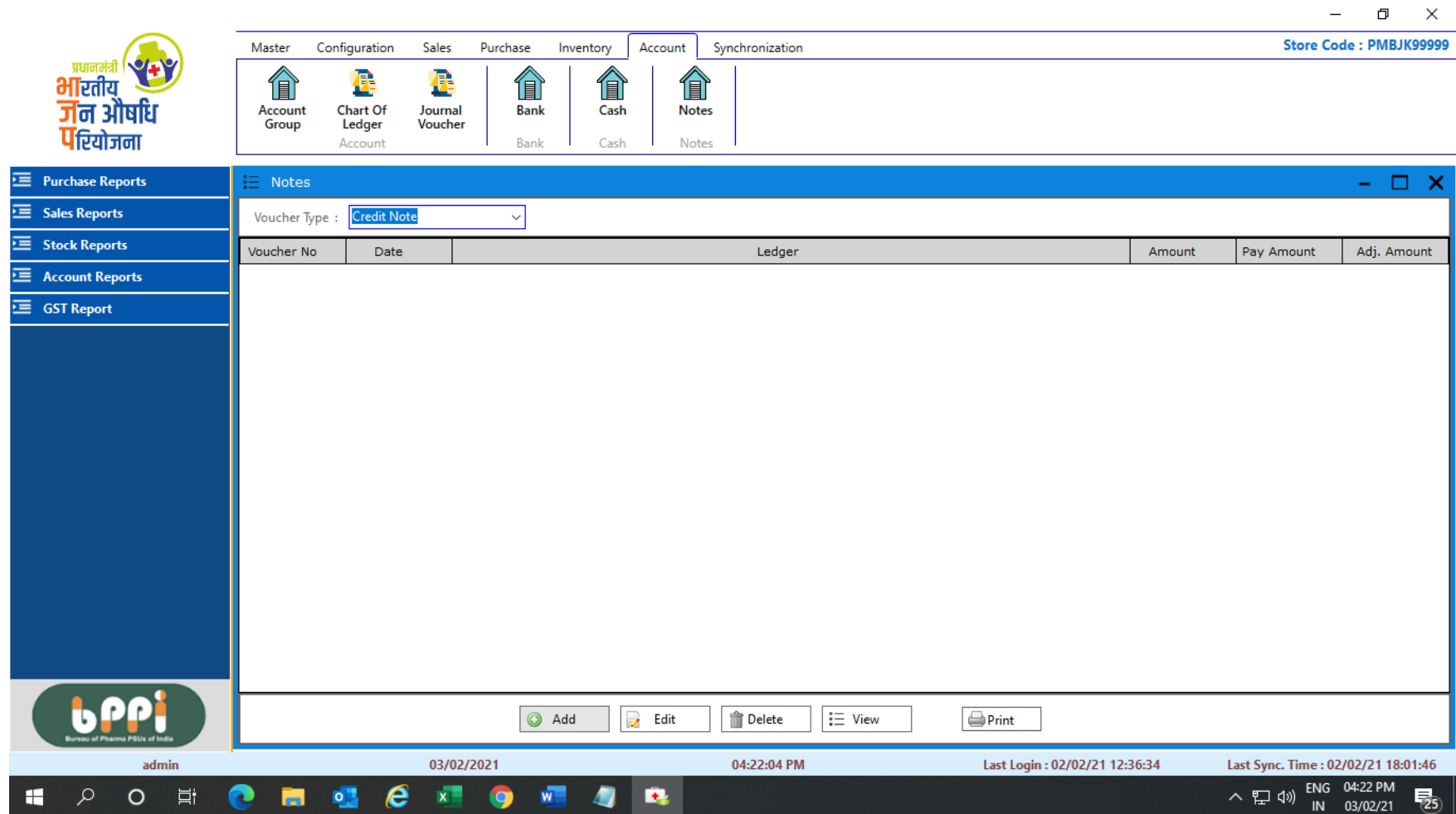| SrNo	Book Type	Bill Date	Bill No	Due Date	Bill Amount	Paid Amount	Adjust Amount	Pay Amount	Adjust Amount	Remaining Amount
1	PurchaseInvoice	06/02/19	PI2018190010		1155.00	0.00	0.00	1155	0.00	0.00

POS Message ✕

ⓘ Record Saved Successfully!!!

OK

Save   Clear

49) User can add Credit note/ Debit note by selecting Account → Notes→ Debit/ Credit Notes.

50) Voucher List window will open, User will select the Client Account by clicking on Enter from keyboard. Vendor list window will open. User will select Vendor name. Then, Select Sales Invoice. Sale invoice will display. User will enter the Qty of which credit note to be created.

51) Synchronization Tab will open window of multiple synchronizing tab of different details.
   1) Medicine Master synch user medicine detail 2) All Medicine Master will synch complete item Master. 3) Dispatch Detail will synch store ordered dispatch details 4) Purchase order will synch user Purchase order to other party. 5) Sales Detail will synch

52) Select the tab to sync details from BPPI master to POS software. Message will display as shown below "**Medicine Data Sync. Successfully**".

53) User can generate various Reports from report section.
1) **Purchase Reports**   2) **Sales Reports**   3) **Stock Report**   4) **Account Reports**   5) **GST reports**

54) User will be able to generate report by selecting the type of report under report section. Window will open to filter details required.

53) Report will generate and open as shown below:

| ◄◄ | ◄ | 1 | of 1 | ► | ►► | ← | ⊗ | ⟳ | 🖨 | ▣ | ▯ | 💾▾ | 100% | ▾ | | Find | Next |

Jan Aushadhi Kendra

Holding No-199,mangalbafg,cuttack-75262

GST No. :14jdfgyrgferygu

Purchase Register with Drug Detail(Drug Type-All List)

From Date : 03/01/19 To Date : 03/02/21

Bill Date	Bill No	Party Name	CGST	SGST	IGST	Gross Amount	Tax Amt.	Disc.	Net Amt.								
06/02/2019	2018190010	M/s Nahar Medical Agency	0.000	0.000	86.818	1068.35	86.65	0.000	1155								
		Drug Type	Drug Group	Drug Catregory	Hsn Code	Drug Code	Drug Name	UOM	Batch No	Qty	Exp. Date	Rate	Dis.Amt	CGST	SGST	IGST	Total
		BPPI	Central Nerve System (CNS)	CHRONIC	9804	781	Alprazolam 0.25mg and Fluoxetine 20mg Tablets	10's	123	50	11/20	5.54	0.00	0.000	0.000	33.258	310.41
		BPPI	Antiinfective	ACUTE	3002	30	Amikacin Injection IP 100 mg per 2 ml	2ml Vial	456	100	12/20	5.91	0.00	0.000	0.000	29.560	620.76
		BPPI	Electrolytes/ Supplements/ Vitamins & Minerals	ACUTE	3004	587	APPETITE ENHANCER (PEPTONE, MINERALS, VITAMINS) SYRUP	300 ML	789	20	12/20	10.00	0.00	0.000	0.000	24.000	224.00
18/03/2019	2018190011	BPPI	0.000	0.000	648.000	3600.00	648.00	0.000	4248								
		Drug Type	Drug Group	Drug Catregory	Hsn Code	Drug Code	Drug Name	UOM	Batch No	Qty	Exp. Date	Rate	Dis.Amt	CGST	SGST	IGST	Total
		BPPI	Central Nerve System (CNS)	CHRONIC	30049099	1441	Nirmal (Nicotine Polacrilex Chewing Gum 2 mg)	1 x 9's (mono carton pack)	23	100	3/22	36.00	0.00	0.000	0.000	648.000	4248.00
																Total :	5403

55) User can export Report by selecting (**Excel, PDF, or word**) from save button list.

			Excel					
			PDF					
			Word					

Jan Aushadhi Kendra

Holding No-199,mangalbafg,cuttack-75262

GST No. :14jdfgyrgferygu

Purchase Register with Drug Detail(Drug Type-All List)

From Date : 03/01/19   To Date : 03/02/21

Bill Date	Bill No	Party Name	CGST	SGST	IGST	Gross Amount	Tax Amt.	Disc.	Net Amt.				
06/02/2019	2018190010	M/s Nahar Medical Agency	0.000	0.000	86.818	1068.35	86.65	0.000	1155				
		Drug Type	**Drug Group**	**Drug Catregory**	**Hsn Code**	**Drug Code**	**Drug Name**	**UOM**	**Batch No**	**Qty**	**Exp. Date**	**Rate**	
		BPPI	Central Nerve System (CNS)	CHRONIC	9804	781	Alprazolam 0.25mg and Fluoxetine 20mg Tablets	10's	123	50	11/20	5.54	

Dis.Amt	**CGST**	**SGST**	**IGST**	**Total**
0.00	0.000	0.000	33.258	310.41
0.00	0.000	0.000	29.560	620.76
0.00	0.000	0.000	24.000	224.00

		BPPI	Antiinfective	ACUTE	3002	30	Amikacin Injection IP 100 mg per 2 ml	2ml Vial	456	100	12/20	5.91	
		BPPI	Electrolytes/ Supplements/ Vitamins & Minerals	ACUTE	3004	587	APPETITE ENHANCER (PEPTONE, MINERALS, VITAMINS) SYRUP	300 ML	789	20	12/20	10.00	
18/03/2019	2018190011	BPPI	0.000	0.000	648.000	3600.00	648.00	0.000	4248				
		Drug Type	**Drug Group**	**Drug Catregory**	**Hsn Code**	**Drug Code**	**Drug Name**	**UOM**	**Batch No**	**Qty**	**Exp. Date**	**Rate**	
		BPPI	Central Nerve System (CNS)	CHRONIC	30049099	1441	Nirmal (Nicotine Polacrilex Chewing Gum 2 mg)	1 x 9's (mono carton pack)	23	100	3/22	36.00	

Dis.Amt	**CGST**	**SGST**	**IGST**	**Total**
0.00	0.000	0.000	648.000	4248.00

Total : 5403

56) "**Save As**" window will open. User can save report in their system in desired format (**Excel, PDF, Word**).