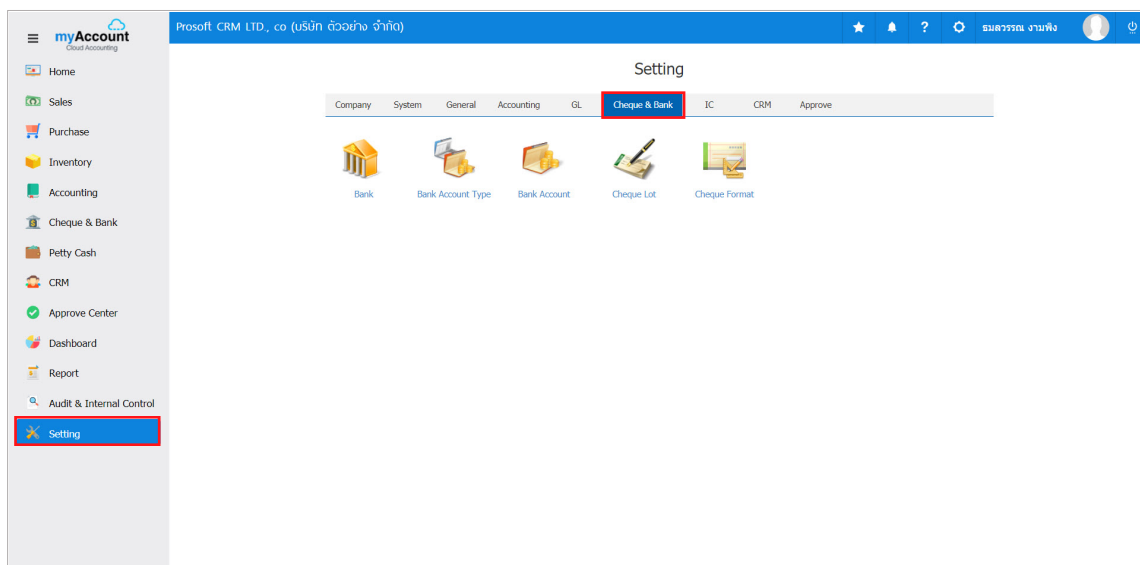


## Set up Cheque & Bank

Is the default configuration of the bank and cheque in order to save cash cheque received-cheque payment in order to make the system work more perfectly. Users can set up a common system by pressing the "Setting"> "Cheque & Bank" system to screen for setting data shown.



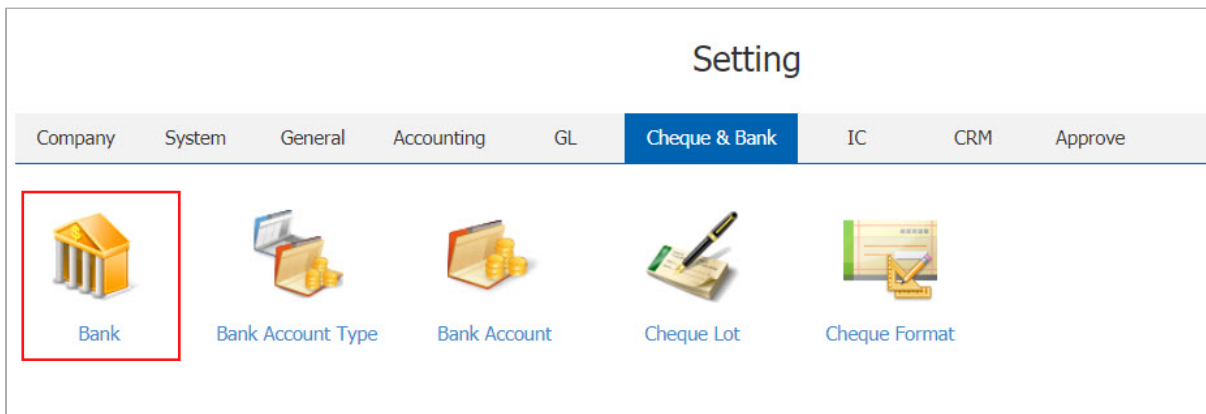
In the information system generally has 5 menu below.

- Menu set up a data of bank.
- Bank Type Data Preferences menu.
- Setting bank account information.
- Menu settings Cheque.
- Cheque format data preferences menu.

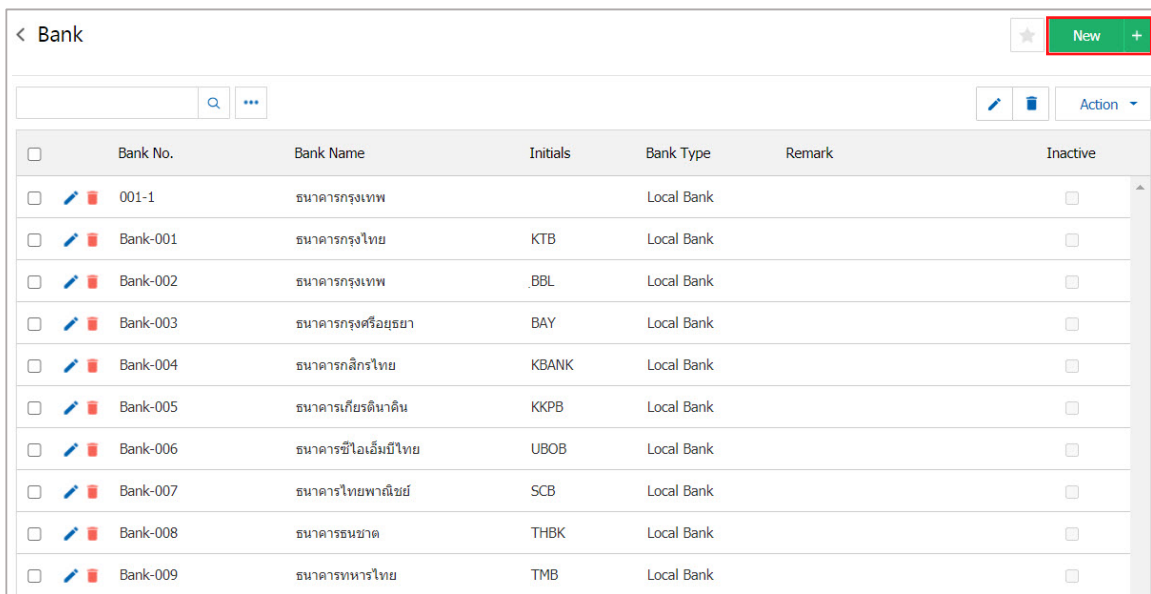
## Menu settings data bank

Means to determine the details of the bank, including bank code, bank name and bank branches. In order to show cheque received - cheque payment Deposit - withdraw. Transfer between passbook Money - the expense and reports of the company.

1. Users can set up a bank by pressing the "Bank" Figure.





2. The system will display the name of the bank. Users can create a new list by pressing the "New" button at the top right of the screen shown below.

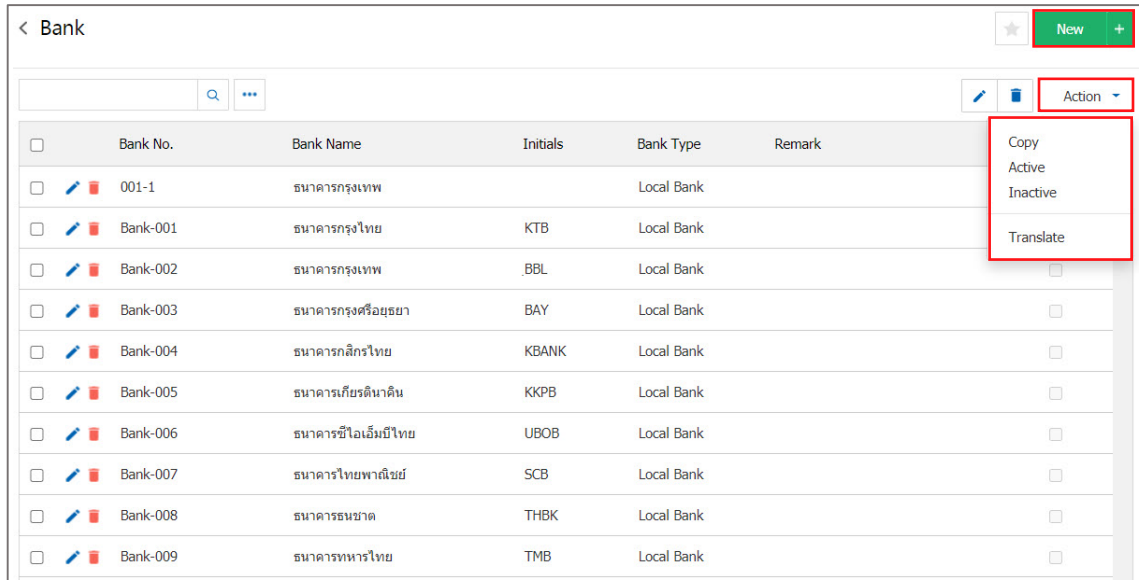


The screenshot shows a 'Bank' list interface. At the top right, there is a 'New +' button highlighted with a red box. Below it is a search bar and a table of bank records. The table has columns for 'Bank No.', 'Bank Name', 'Initials', 'Bank Type', 'Remark', and 'Inactive'.

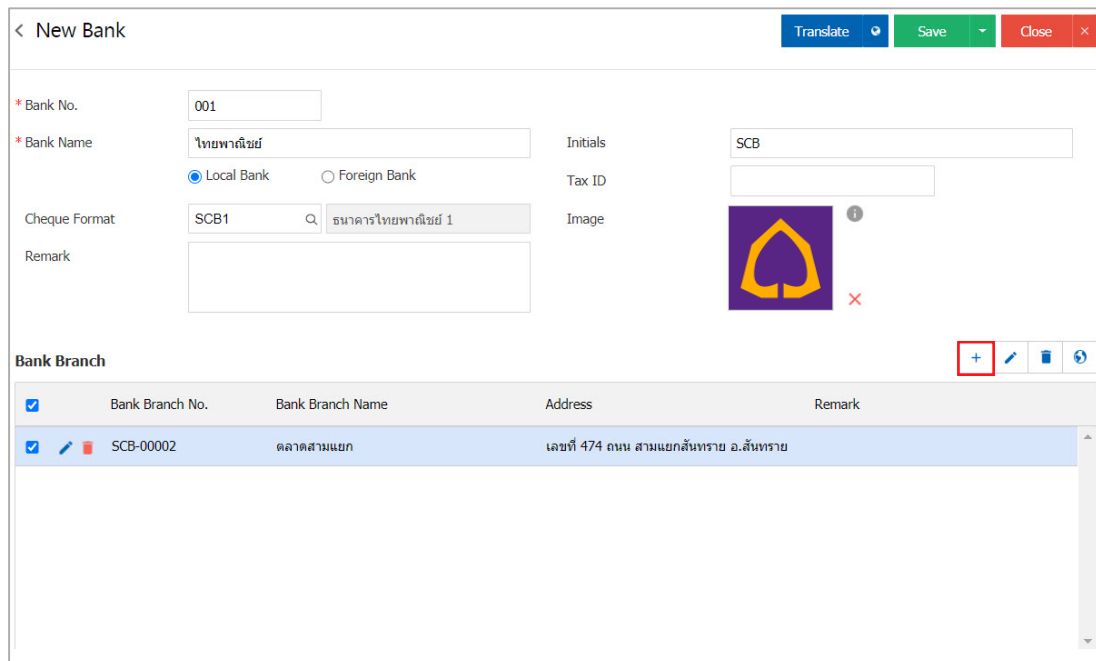
<input type="checkbox"/>	Bank No.	Bank Name	Initials	Bank Type	Remark	Inactive
<input type="checkbox"/>	001-1	ธนาคารกรุงเทพ		Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-001	ธนาคารกรุงไทย	KTB	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-002	ธนาคารกรุงเทพ	BBL	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-003	ธนาคารกรุงศรีอยุธยา	BAY	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-004	ธนาคารกรุงไทย	KBANK	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-005	ธนาคารเกียรตินาคิน	KKPB	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-006	ธนาคารซีไอเอ็มบีไทย	UBOB	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-007	ธนาคารไทยพาณิชย์	SCB	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-008	ธนาคารธนชาต	THBK	Local Bank		<input type="checkbox"/>
<input type="checkbox"/>	Bank-009	ธนาคารทหารไทย	TMB	Local Bank		<input type="checkbox"/>

- \* Note: If users want to edit the original item by pressing the "  " button to edit.
- \* Note: If the user want to delete the original item by pressing "  " to delete the data.

3. User can enable / disable the bank. To stay active or deactivate the bank by pressing the "select a bank to open / close"> "Action"> "Active is to enable the Bank" or "Inactive to disable the bank" the system will display the Pop - up to the user to confirm the enable / disable the bank Figure.



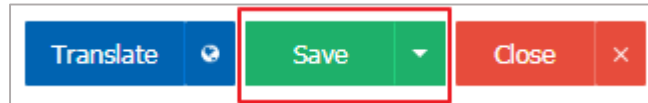
4. The screen displays detailed information such as bank name, bank code etc., users have to complete. Information marked "\*" are required and users can create in a new bank account by pressing the "+" button below.



\* Note: If users want to edit information for the original item by pressing the " " button to edit.

\* Note: If users need to delete the previous period by pressing " " to remove the paint.

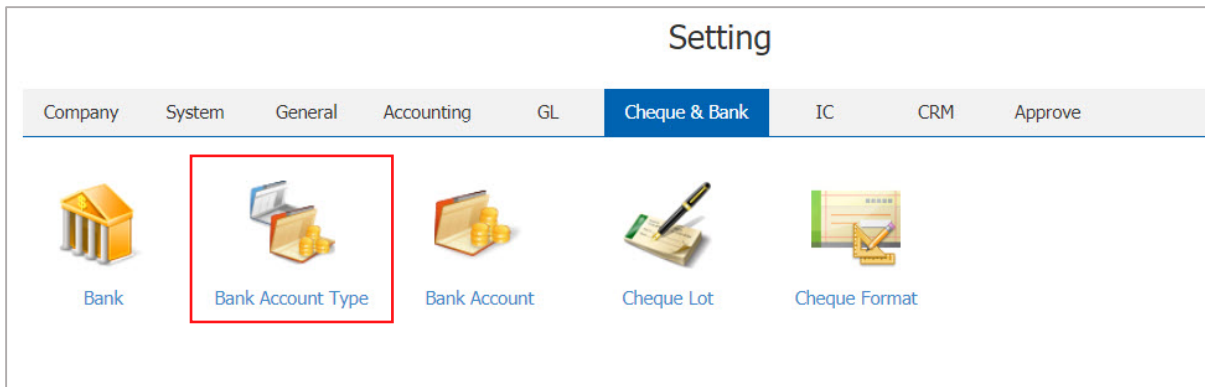
5. When the filling is complete. Users can save data by pressing the "Save" button on the right side. Screen Applications to save the information shown.



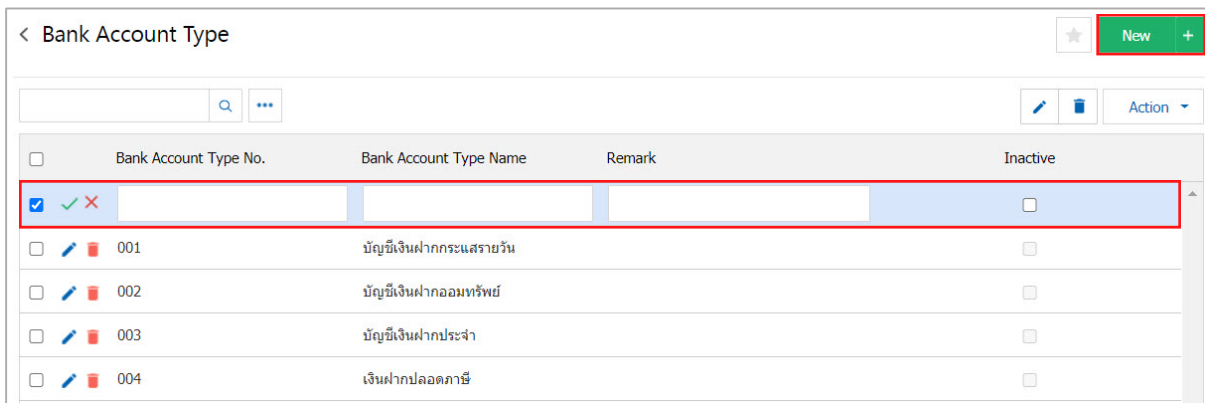
## Menu settings banking data type



Refers to the type of bank account. To apply for Coded passbook of companies such as fixed deposits, current accounts, savings, etc.

1. Users can set up a common system by pressing "Cheque & Bank" > "Bank Account Type" system to screen for settings. Overview Figure.



2. Users can create bank by pressing the "New" button at the top right of the screen shown below.

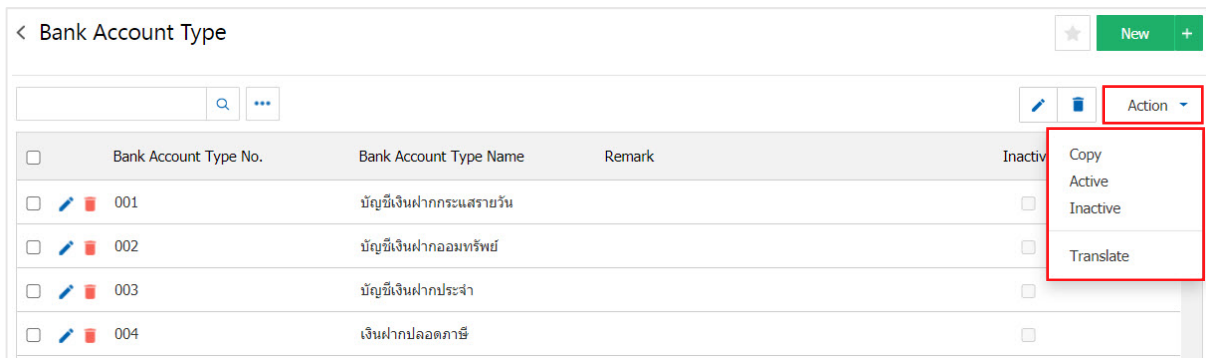


- \* Note: If users want to edit the same data used by the press "  " to apply the edit.
- \* Note: If the user wants to delete the original item by pressing the "  " button to apply the deletion.

3. When users completed, users can save data by pressing "✓" In order to save the information as in the picture.



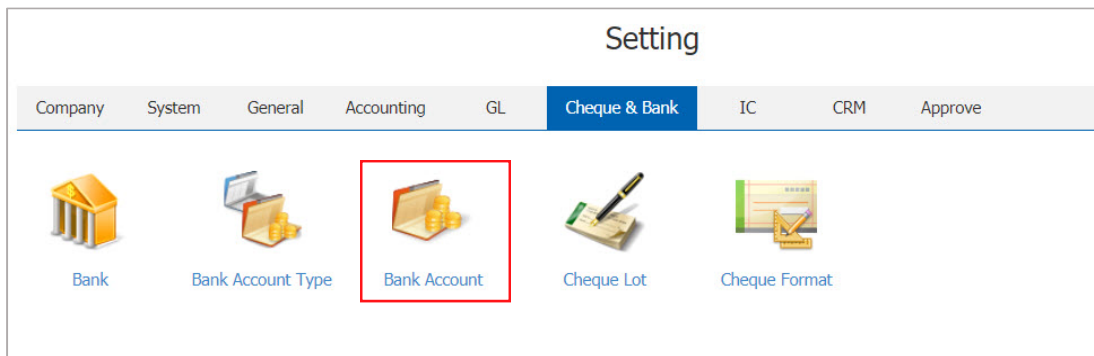
4. User can enable / disable the account type, banks have to stay active or deactivated. Sector bank by pressing "Select the type of bank account opening / closing" > "Action" > "Active is to enable the types of bank" or "Inactive is to disable the account type, banks" will show Pop - up to the user to confirm the enable / disable the types of bank accounts as shown.



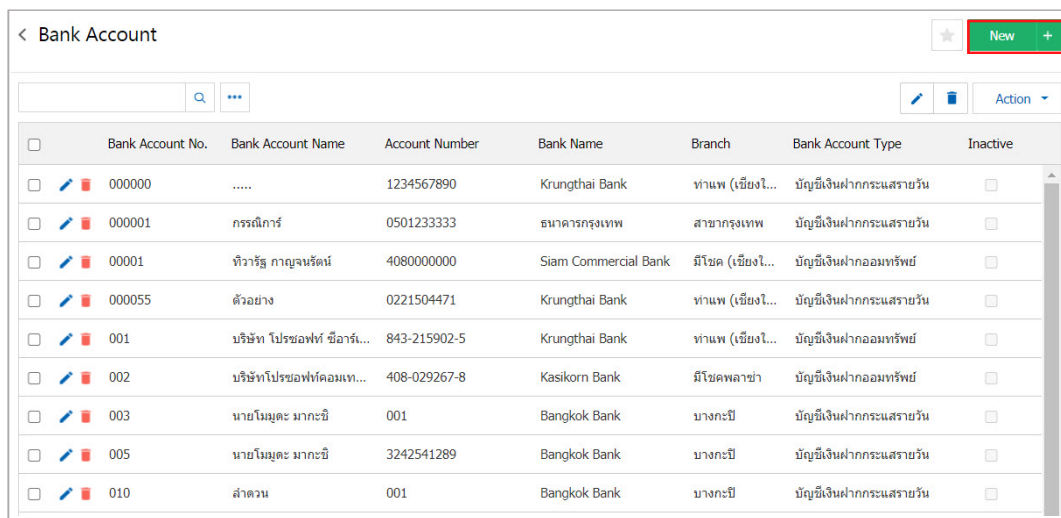
## Menu settings bank account information

Refers to a set of detailed information about your bank account or set of accounts, banking information. The company's users to show the deposit - cash transfers, income and expenses of bank users.

1. Users can set up a bank account by pressing the "Bank Account" as shown in Figure.



2. Users can create accounts the new bank by pressing the "New" button at the top right of the screen shown below.



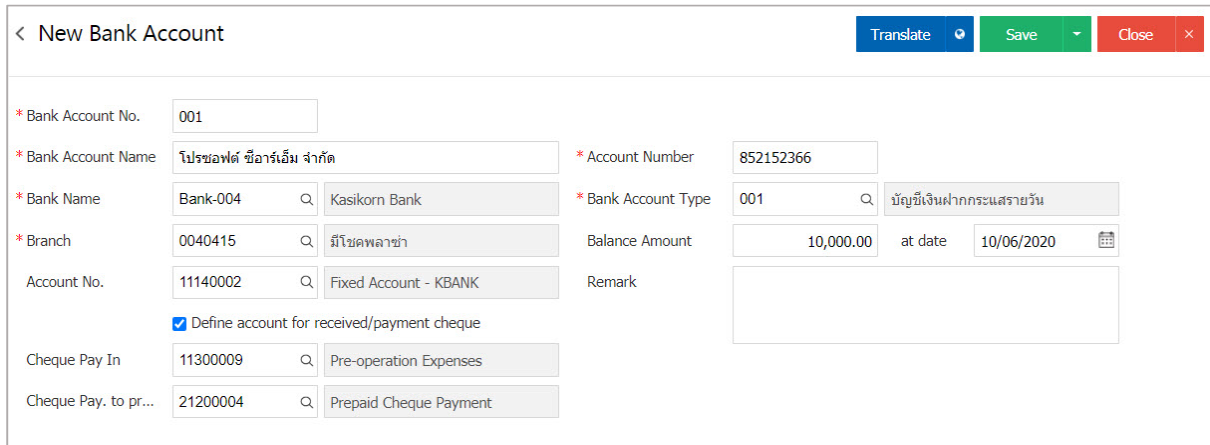
The screenshot shows a list of bank accounts with columns: Bank Account No., Bank Account Name, Account Number, Bank Name, Branch, Bank Account Type, and Inactive. A 'New' button is highlighted in red at the top right.

Bank Account No.	Bank Account Name	Account Number	Bank Name	Branch	Bank Account Type	Inactive
000000	.....	1234567890	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝากกระแสรายวัน	<input type="checkbox"/>
000001	กรรณิการ์	0501233333	ธนาคารกรุงเทพ	สาขารุงเทพ	บัญชีเงินฝากกระแสรายวัน	<input type="checkbox"/>
00001	ทิวาธิฐ กาญจนรัตน์	4080000000	Siam Commercial Bank	มีโชค (เชียงใหม่)	บัญชีเงินฝากออมทรัพย์	<input type="checkbox"/>
000055	ตัวอย่าง	0221504471	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝากกระแสรายวัน	<input type="checkbox"/>
001	บริษัท โปรซอฟท์ ซิวาร์...	843-215902-5	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝากออมทรัพย์	<input type="checkbox"/>
002	บริษัท โปรซอฟท์คอมเท...	408-029267-8	Kasikorn Bank	มีโชคพลาซ่า	บัญชีเงินฝากออมทรัพย์	<input type="checkbox"/>
003	นายโมมุดะ มากะชี	001	Bangkok Bank	นางกะปี่	บัญชีเงินฝากกระแสรายวัน	<input type="checkbox"/>
005	นายโมมุดะ มากะชี	3242541289	Bangkok Bank	นางกะปี่	บัญชีเงินฝากกระแสรายวัน	<input type="checkbox"/>
010	ลำดับ	001	Bangkok Bank	นางกะปี่	บัญชีเงินฝากกระแสรายวัน	<input type="checkbox"/>

\* Note: If users want to edit the information by pressing the "  " button to edit.

\* Note: If users need to delete the original item by pressing "  " to delete the data.

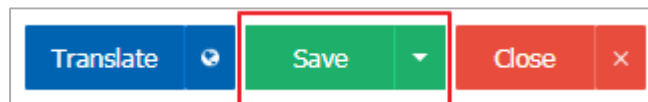
3. The screen will show the general information of the cheque book such as checkbook code, deposit number, bank name, branch, etc. The user must fill in the complete information as "\*" and the user can create lot items by Press the "+" button.



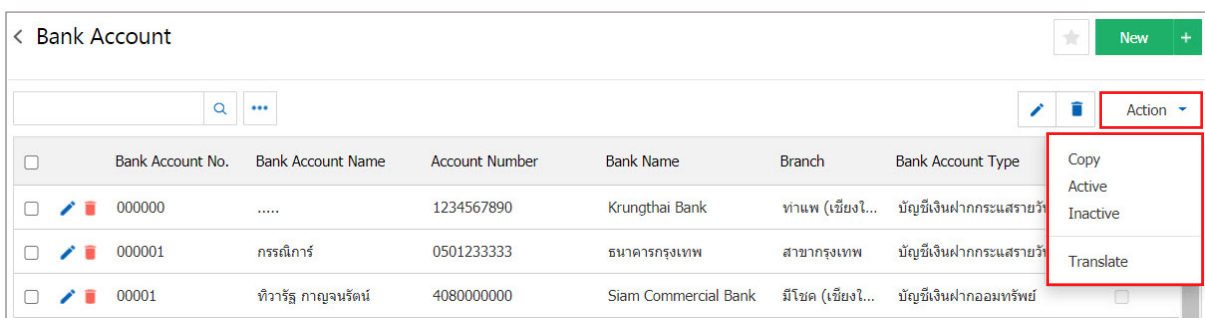
The screenshot shows a 'New Bank Account' form with the following fields and values:

- \* Bank Account No.: 001
- \* Bank Account Name: โปรซอฟต์ ซิวาร์เอ็ม จำกัด
- \* Account Number: 852152366
- \* Bank Name: Bank-004 (Kasikorn Bank)
- \* Bank Account Type: 001 (บัญชีเงินฝากกระแสรายวัน)
- \* Branch: 0040415 (มีโชคพลาซ่า)
- Balance Amount: 10,000.00 at date 10/06/2020
- Account No.: 11140002 (Fixed Account - KBANK)
- Remark: (empty)
- Define account for received/payment cheque
- Cheque Pay In: 11300009 (Pre-operation Expenses)
- Cheque Pay. to pr...: 21200004 (Prepaid Cheque Payment)

4. When the filling is complete. Users can save data by pressing the "Save" button on the right side. Screen Applications to save the information shown.



5. The user can set on / off applications to stay active or deactivate your bank account, then press the "Select the desired on / off "> "Action"> "Active is enabled bank account "or" inactive is to disable the account "will show Pop - up to the user to confirm the enable / disable the account picture.



The screenshot shows a 'Bank Account' list with a table of accounts and an 'Action' dropdown menu open over the first row.

	Bank Account No.	Bank Account Name	Account Number	Bank Name	Branch	Bank Account Type
<input type="checkbox"/>	000000	.....	1234567890	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝากกระแสรายวัน
<input type="checkbox"/>	000001	กรรณิการ์	0501233333	ธนาคารกรุงเทพ	สาขากรุงเทพ	บัญชีเงินฝากกระแสรายวัน
<input type="checkbox"/>	00001	ทีวาร์รุ กายจนรัตน์	4080000000	Siam Commercial Bank	มีโชค (เชียงใหม่)	บัญชีเงินฝากออมทรัพย์

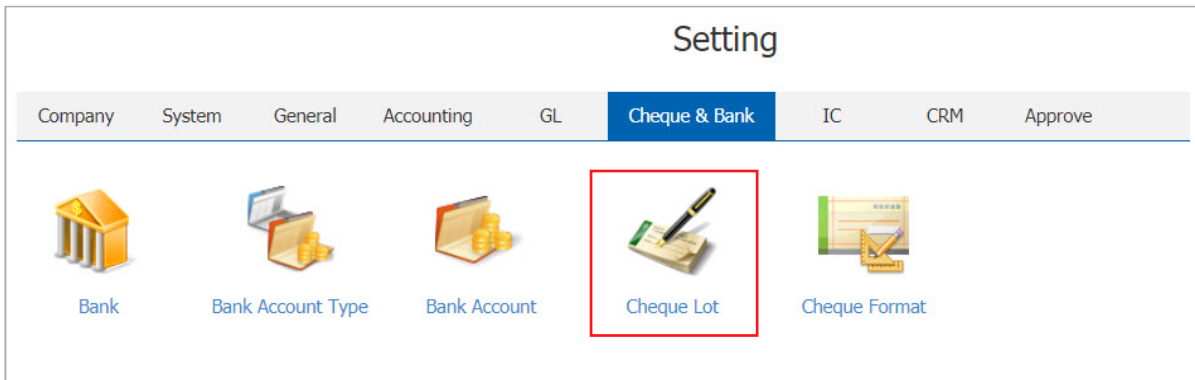
The 'Action' dropdown menu is open, showing options: Copy, Active, Inactive, and Translate.



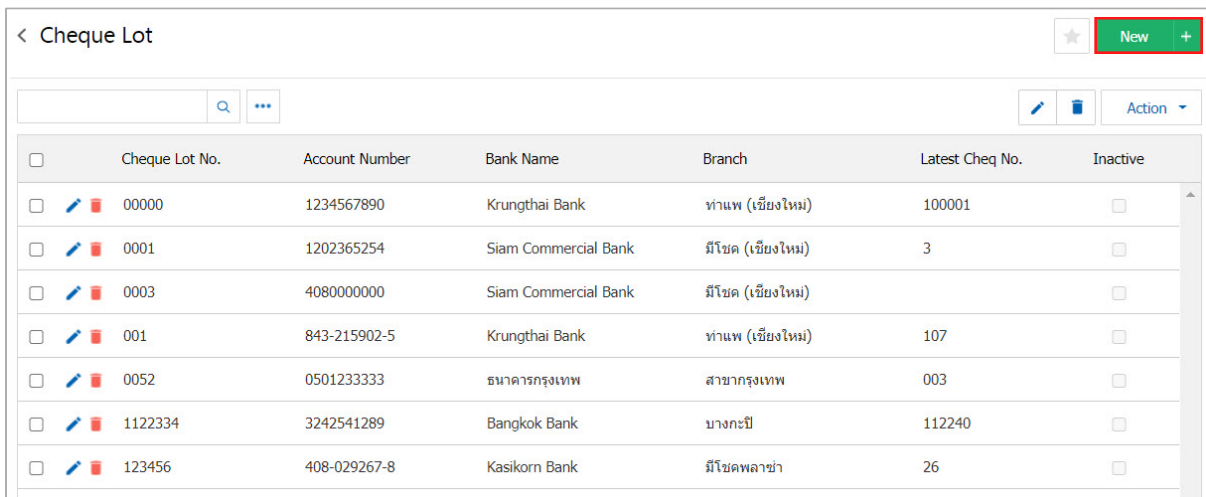
## Menu settings data check book

Specifying the details of the checkbook of the user company Set by the user Such as checkbook codes Passbook number, bank name and bank branch.

1. The user can set the book cheque by pressing the "Cheque Lot" Figure.





2. The system lists the checkbook. Users can create a new check book entries by pressing the "New" button at the top right of the screen as shown below.

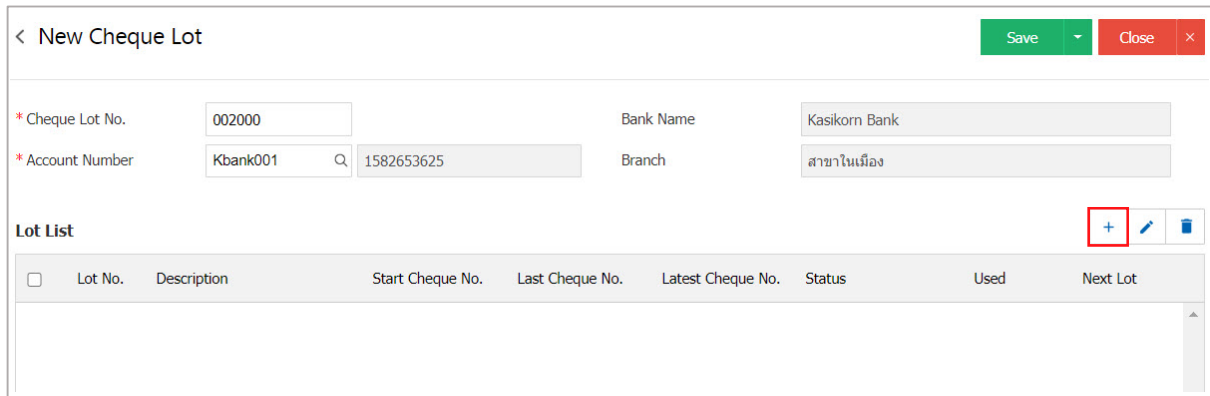


The screenshot shows a list view titled 'Cheque Lot'. At the top right, there is a 'New +' button highlighted with a red box. Below the title bar, there is a search bar and an 'Action' dropdown menu. The main content is a table with the following columns: Cheque Lot No., Account Number, Bank Name, Branch, Latest Cheq No., and Inactive. The table contains several rows of data.

<input type="checkbox"/>	Cheque Lot No.	Account Number	Bank Name	Branch	Latest Cheq No.	Inactive
<input type="checkbox"/>	00000	1234567890	Krungthai Bank	ท่าแพ (เชียงใหม่)	100001	<input type="checkbox"/>
<input type="checkbox"/>	0001	1202365254	Siam Commercial Bank	มีโชค (เชียงใหม่)	3	<input type="checkbox"/>
<input type="checkbox"/>	0003	4080000000	Siam Commercial Bank	มีโชค (เชียงใหม่)		<input type="checkbox"/>
<input type="checkbox"/>	001	843-215902-5	Krungthai Bank	ท่าแพ (เชียงใหม่)	107	<input type="checkbox"/>
<input type="checkbox"/>	0052	0501233333	ธนาคารกรุงเทพ	สาขารุงเทพ	003	<input type="checkbox"/>
<input type="checkbox"/>	1122334	3242541289	Bangkok Bank	บางกะปิ	112240	<input type="checkbox"/>
<input type="checkbox"/>	123456	408-029267-8	Kasikorn Bank	มีโชคพลาซ่า	26	<input type="checkbox"/>

- \* Note: If users want to edit information for the original item by pressing the "  " button to edit.
- \* Note: If the user wants to delete the original item by pressing "  " to delete.

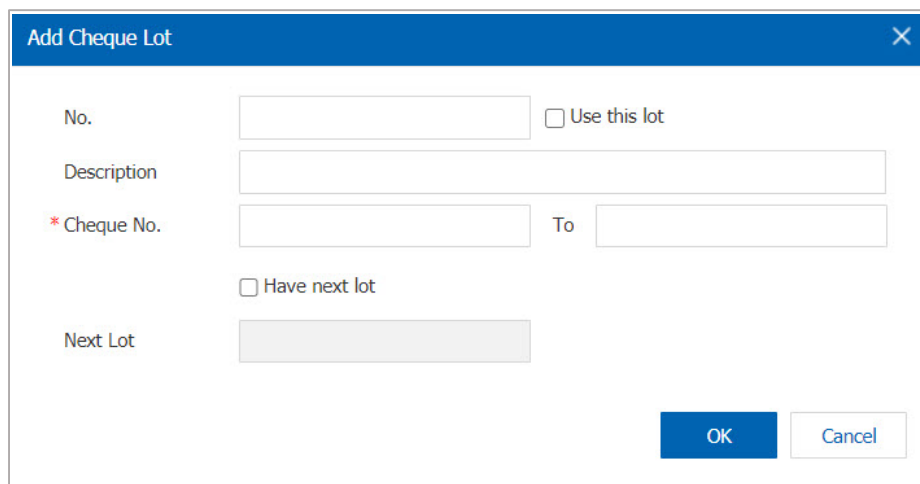
3. Screen displays detailed of Book cheque such code book cheque, No. passbooks, bank name, branch, etc. Users must fill marked "\*" are required and users can create a lot by pressing the "+" button.



The screenshot shows a 'New Cheque Lot' form with the following fields: 'Cheque Lot No.' (002000), 'Bank Name' (Kasikorn Bank), 'Account Number' (Kbank001), and 'Branch' (สาขาในเมือง). Below these is a 'Lot List' table with columns: Lot No., Description, Start Cheque No., Last Cheque No., Latest Cheque No., Status, Used, and Next Lot. A red box highlights a '+' button in the top right of the Lot List section.

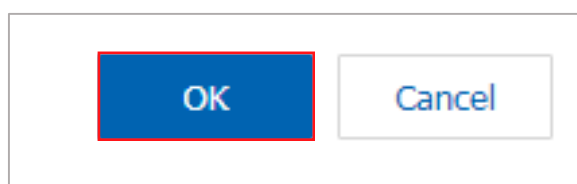
- \* Note: If the user wants to modify its original press "✎" to edit.
- \* Note: If the user wants to delete the data period by pressing "🗑" to delete.

4. The screen displays details such as the order lots Lot words. Explaining that a number cheque start and No. cheque closing of Lot Next, the user must enter information marked "\*" are required.



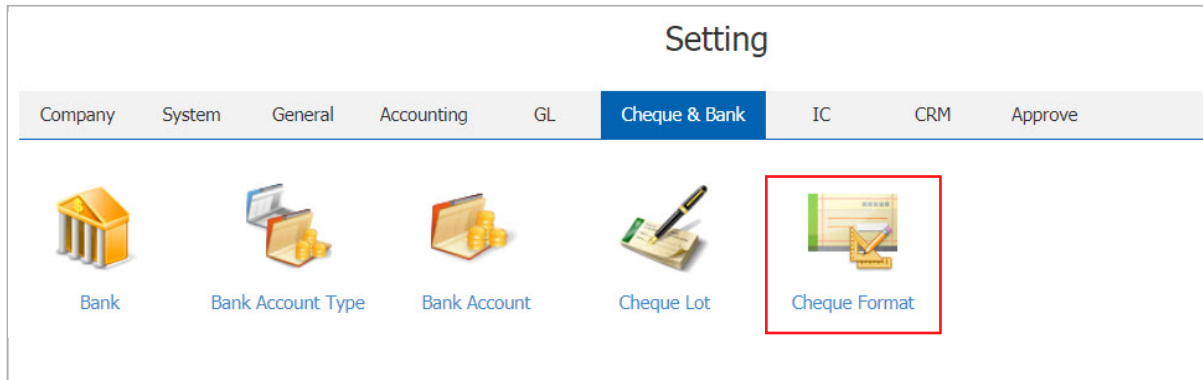
The screenshot shows an 'Add Cheque Lot' dialog box with fields for: 'No.', 'Description', '\* Cheque No.' (with a 'To' field), and 'Next Lot'. There are checkboxes for 'Use this lot' and 'Have next lot'. 'OK' and 'Cancel' buttons are at the bottom right.

5. When users complete the information Users can save information by pressing the "OK" button on the bottom right of Program screen In order to save the list information as in the picture.



## Menu settings cheque data format

Refers to the types of cheque. To be used in printing costs cheque. You can check cheque by pressing the "Cheque Format" Figure.



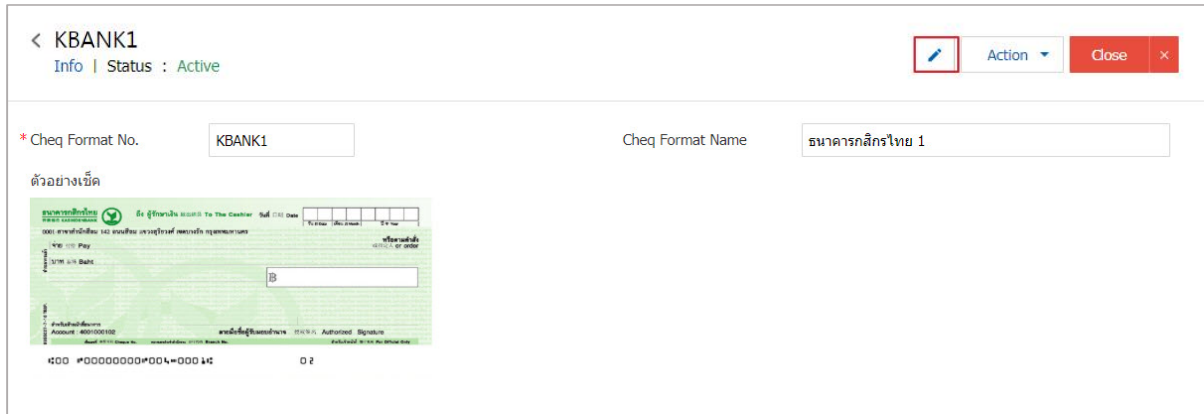
1. The system lists the forms cheque. The system records the start. To cope no select a format cheque want to user then press the "✎" button to edit the image.



\* Note: If users want to edit the original item by pressing the "✎" button to edit.

\* Note: If the user wants to delete the data in the same period press "🗑" to erase.

2. The display profile format cheque. The user must press the "  " button to make a change.



\* Note: If users want to edit the original item by pressing the "  " button to edit.

3. The screen showing details of the cheque, such as a cheque form code Name, cheque form, etc. Users must fill in information. Complete the "\*" sign as in the picture.



4. When the filling is complete. User data can be saved by pressing "Save" to save the information shown.

