

Cheque Received

Means cheque record of the company. Proceeds from sales To receive payment from customers cheque the deposit. Daily Record Cheque out and replace the original check.

The documentation received cheque

The recorded data is divided into 3 parts :

- **Tab Basic Data** is a detailed record of documents received cheque include the document number, date, document number, bank cheque / credit card. The amount receivable on cheque code and so on.
- **Tab Note & Attachment** is to record detailed notes. Item Description Conditions and attach additional documentation.
- **Tab Define Field** is the data that users create a form to fill out more information on manually (Tab Define Field will only appear if it is set Define Field only).

The document cheque received

The document was cheque Can save two ways :

- Check the documentation system cheque directly. According to other systems, including systems for cash deposits and transactions daily.
- Document by reference cheque been deposit and transactions daily. The program retrieves information such as document number, date, document number, bank branch code cheque, cheque date on the debtors and the amount present in the automatic document cheque users can update to complete.

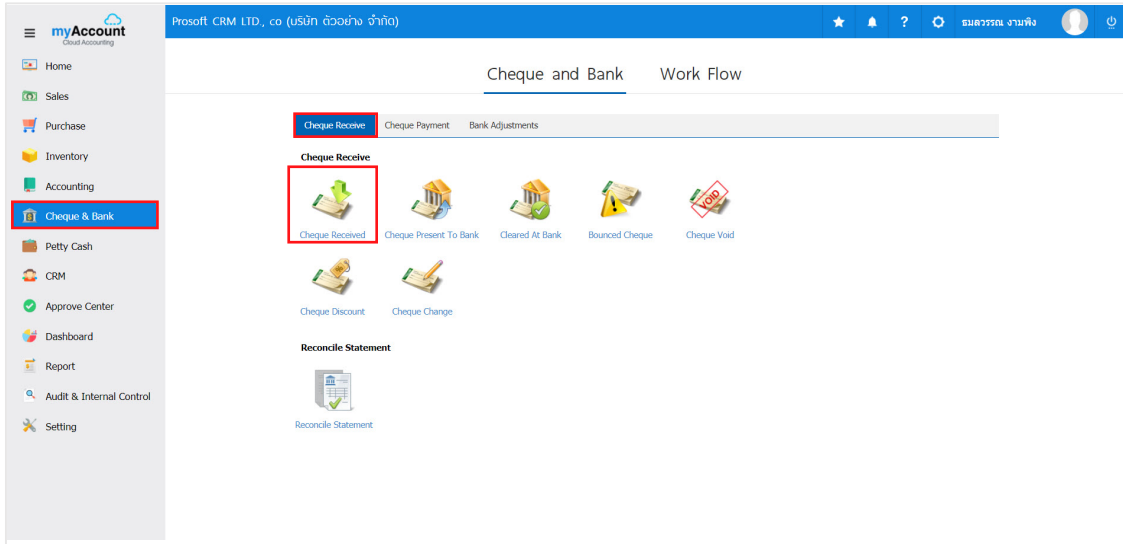
Cheque document status

Documents cheque received documents from cheque received a total of seven states, including.

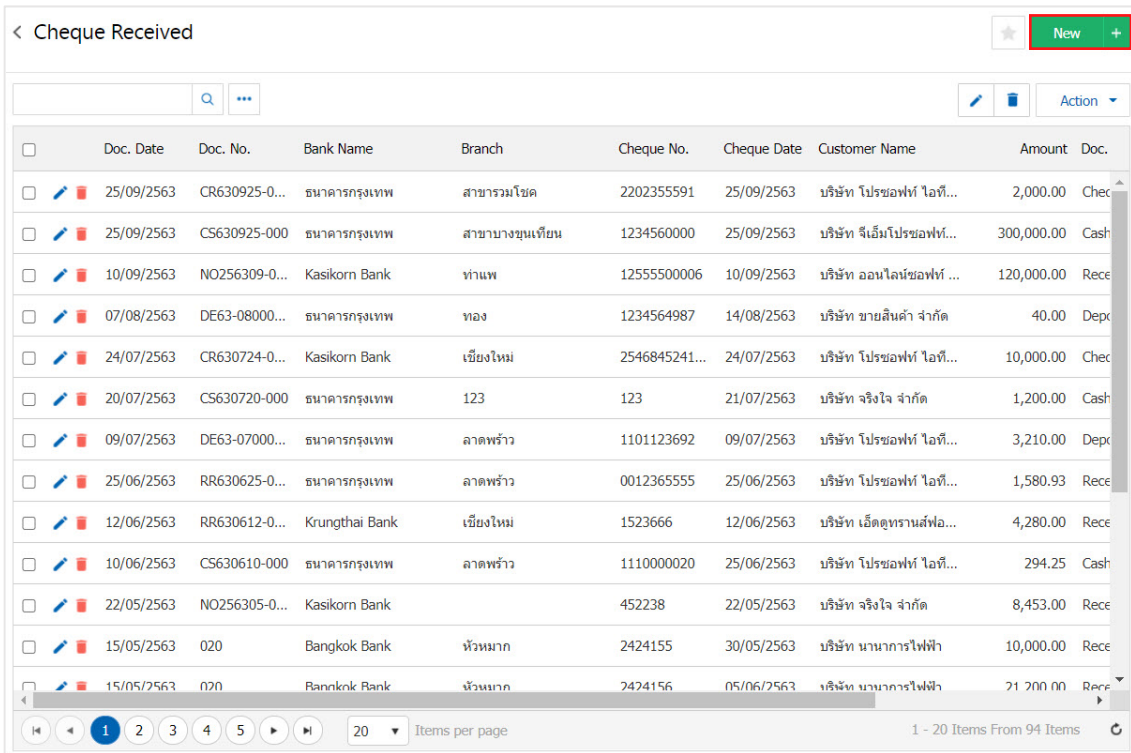
- **On Hand** is a supplier of cheque. Also on hand were references to other documents in cheque received.
- **Pay In** cheque received the document, which was made to deposit cheque.
- **Passed** the bank has already received the documents in the transaction cheque received through the bank successfully.
- **Return** cheque received the document that was made cheque. Returns from bank.
- **Cancel** cheque received the documents that were made and then canceled cheque.
- **Changed** cheque received the document is invalid or cheque was canceled and replaced with a new cheque received.
- **Discount** is the lead document cheque. A discount to the bank or third parties by that amount. Get a discount cheque. Or fees.

The document cheque received

1. Users can save documents cheque received by pressing Menu "Cheque & Bank"> "Cheque Receive"> "Cheque Received" as shown in Figure.



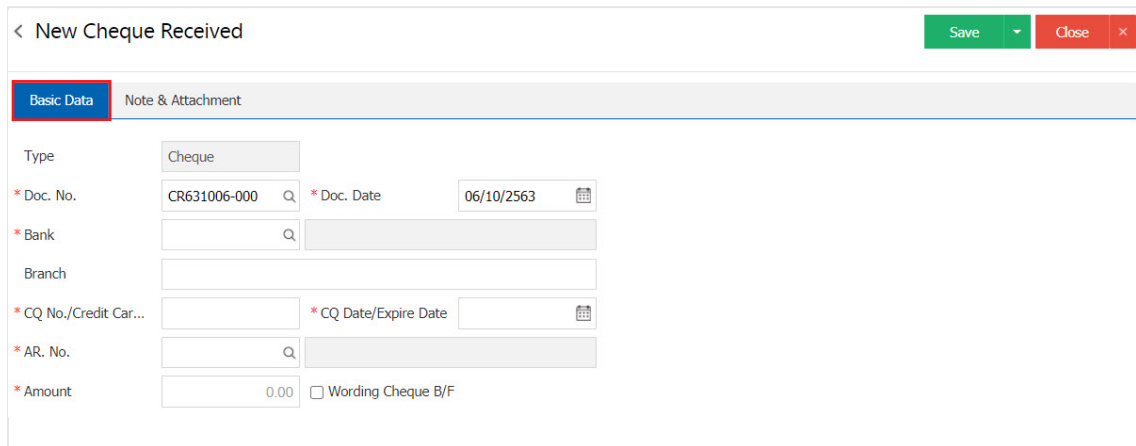
2. The system will then display a list of the documents cheque received. users can create documents cheque received a new one by pressing the "New" button at the top right of the screen shown in Figure.



The screenshot shows the 'Cheque Received' list view. At the top right, there is a 'New' button highlighted with a red box. Below the header, there is a table with the following columns: Doc. No., Bank Name, Branch, Cheque No., Cheque Date, Customer Name, Amount, and Doc. The table contains 15 rows of data. At the bottom, there is a pagination control showing '1 - 20 Items From 94 Items'.

Doc. No.	Bank Name	Branch	Cheque No.	Cheque Date	Customer Name	Amount	Doc.
25/09/2563	ธนาคารกรุงเทพ	สาขารวมโชค	2202355591	25/09/2563	บริษัท โปรซอฟท์ ไอที...	2,000.00	Cheq
25/09/2563	ธนาคารกรุงเทพ	สาขามงกุฎเกษียณ	1234560000	25/09/2563	บริษัท ซีเอ็มไอโปรซอฟท์...	300,000.00	Cash
10/09/2563	Kasikorn Bank	ท่าแพ	12555500006	10/09/2563	บริษัท ออนไลน์ซอฟท์ ...	120,000.00	Rece
07/08/2563	ธนาคารกรุงเทพ	ทอง	1234564987	14/08/2563	บริษัท ขายสินค้า จำกัด	40.00	Depo
24/07/2563	Kasikorn Bank	เชียงใหม่	2546845241...	24/07/2563	บริษัท โปรซอฟท์ ไอที...	10,000.00	Cheq
20/07/2563	ธนาคารกรุงเทพ	123	123	21/07/2563	บริษัท จรุงใจ จำกัด	1,200.00	Cash
09/07/2563	ธนาคารกรุงเทพ	ลาดพร้าว	1101123692	09/07/2563	บริษัท โปรซอฟท์ ไอที...	3,210.00	Depo
25/06/2563	ธนาคารกรุงเทพ	ลาดพร้าว	0012365555	25/06/2563	บริษัท โปรซอฟท์ ไอที...	1,580.93	Rece
12/06/2563	Krungthai Bank	เชียงใหม่	1523666	12/06/2563	บริษัท เอ็ดดูเทรชันส์ฟอ...	4,280.00	Rece
10/06/2563	ธนาคารกรุงเทพ	ลาดพร้าว	1110000020	25/06/2563	บริษัท โปรซอฟท์ ไอที...	294.25	Cash
22/05/2563	Kasikorn Bank		452238	22/05/2563	บริษัท จรุงใจ จำกัด	8,453.00	Rece
15/05/2563	Bangkok Bank	หัวหมาก	2424155	30/05/2563	บริษัท นานาการไฟฟ้า	10,000.00	Rece
15/05/2563	Bangkok Bank	หัวหมาก	2424156	05/06/2563	บริษัท นานาการไฟฟ้า	21,200.00	Rece

3. In the Tab "Basic Data" is to save the details of the document cheque received as Document Number Document Date Bank Branch No. cheque /. the date on the credit card receivables amount cheque cheque so on. Users should fill Information on the form marked "*" to complete the picture.

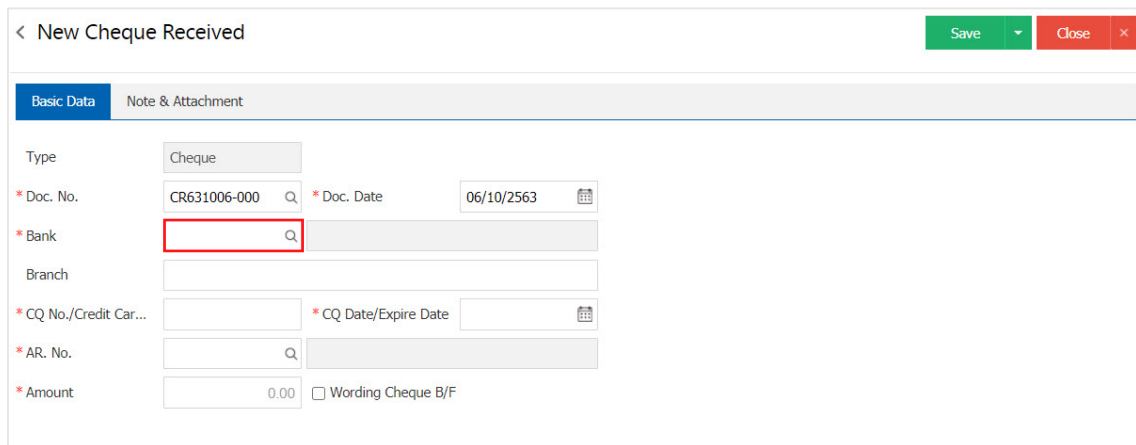


The screenshot shows a web form titled "New Cheque Received" with a "Save" button and a "Close" button. The "Basic Data" tab is active. The form contains the following fields:

- Type: Cheque
- * Doc. No.: CR631006-000
- * Doc. Date: 06/10/2563
- * Bank: (empty search field)
- Branch: (empty text field)
- * CQ No./Credit Car...: (empty text field)
- * CQ Date/Expire Date: (empty date field)
- * AR. No.: (empty search field)
- * Amount: 0.00
- Wording Cheque B/F: (checkbox, unchecked)

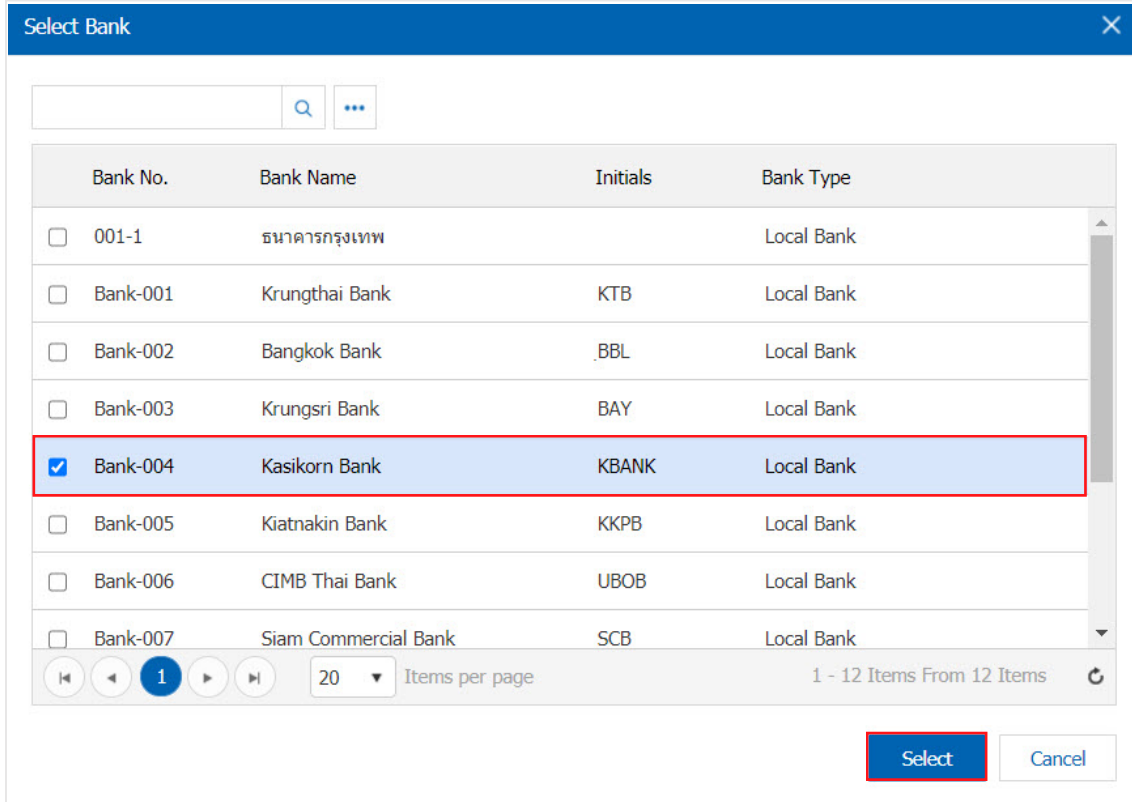
* Note: The "Wording Cheque B/F" is quoted cheque received are recorded at the time of the first system only. By cheque a position to hold in the hand. Not to make the system more.

4. User can choose the bank where customers cheque issued by the press. "Search banks" Figure.



This screenshot is identical to the previous one, but the "Bank" search field is highlighted with a red rectangular box, indicating the user's action to search for a bank.

- The system lists all bank information, including bank code, bank name initials and type of bank image.



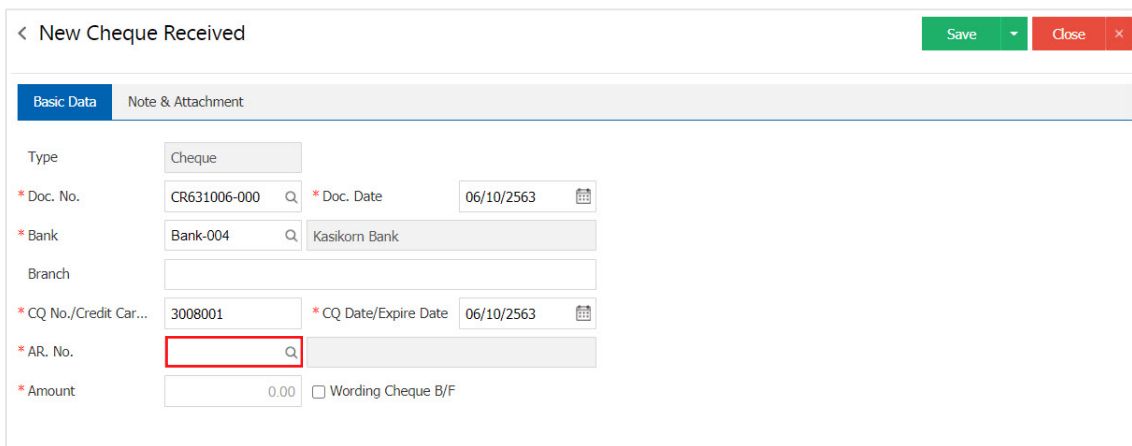
Bank No.	Bank Name	Initials	Bank Type
<input type="checkbox"/> 001-1	ธนาคารกรุงเทพ		Local Bank
<input type="checkbox"/> Bank-001	Krungthai Bank	KTB	Local Bank
<input type="checkbox"/> Bank-002	Bangkok Bank	BBL	Local Bank
<input type="checkbox"/> Bank-003	Krungsri Bank	BAY	Local Bank
<input checked="" type="checkbox"/> Bank-004	Kasikorn Bank	KBANK	Local Bank
<input type="checkbox"/> Bank-005	Kiatnakin Bank	KKPB	Local Bank
<input type="checkbox"/> Bank-006	CIMB Thai Bank	UBOB	Local Bank
<input type="checkbox"/> Bank-007	Siam Commercial Bank	SCB	Local Bank

1 - 12 Items From 12 Items

Select Cancel

* Note: Data Bank, users can set the system to "Setting"> "Cheque & Bank"> "Banks".

- The user can select the debtor cheque received Figure.



< New Cheque Received Save Close

Basic Data Note & Attachment

Type: Cheque

* Doc. No.: CR631006-000 * Doc. Date: 06/10/2563

* Bank: Bank-004 Kasikorn Bank

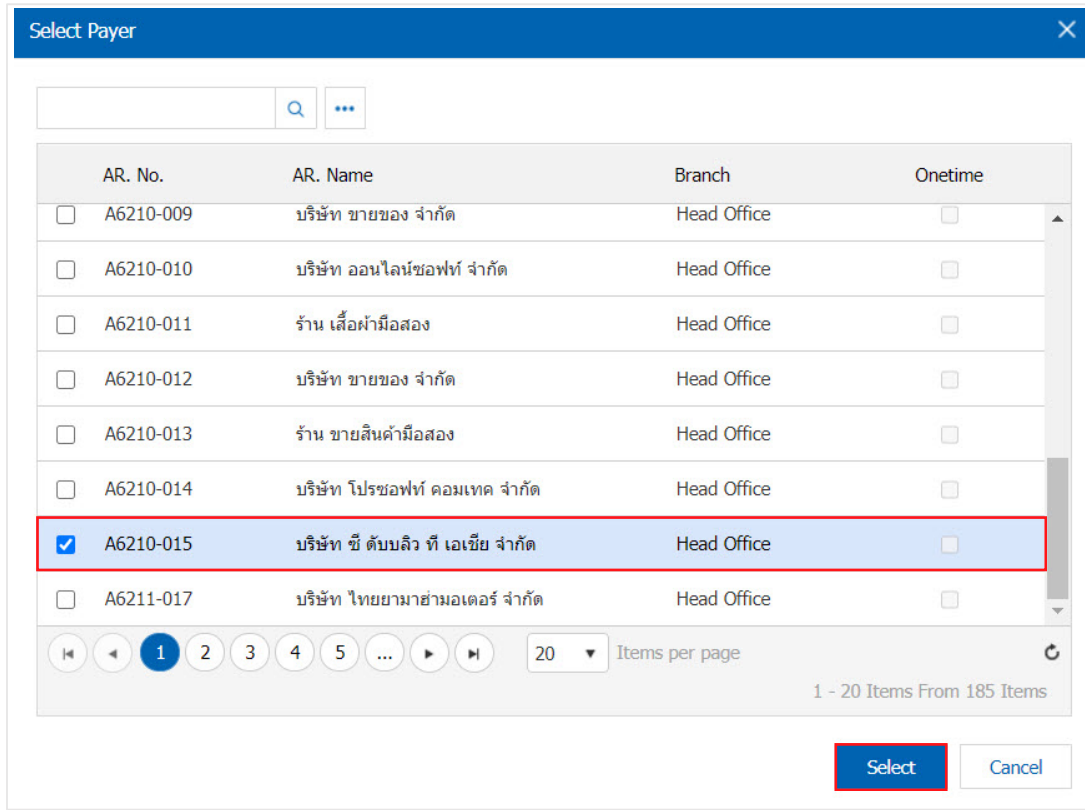
Branch:

* CQ No./Credit Car...: 3008001 * CQ Date/Expire Date: 06/10/2563

* AR. No.:

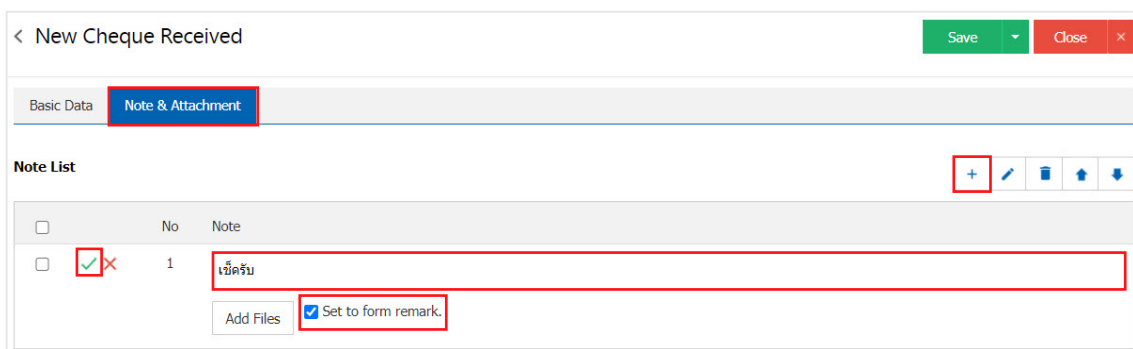
* Amount: 0.00 Wording Cheque B/F

7. The system displays a list of all debtors. Borrowers who want to use the list as shown in Figure.



AR. No.	AR. Name	Branch	Onetime
<input type="checkbox"/>	A6210-009 บริษัท ขายของ จำกัด	Head Office	<input type="checkbox"/>
<input type="checkbox"/>	A6210-010 บริษัท ออนไลน์ซอฟต์แวร์ จำกัด	Head Office	<input type="checkbox"/>
<input type="checkbox"/>	A6210-011 ร้าน เสื้อผ้ามือสอง	Head Office	<input type="checkbox"/>
<input type="checkbox"/>	A6210-012 บริษัท ขายของ จำกัด	Head Office	<input type="checkbox"/>
<input type="checkbox"/>	A6210-013 ร้าน ขายสินค้ามือสอง	Head Office	<input type="checkbox"/>
<input type="checkbox"/>	A6210-014 บริษัท โปรซอฟต์แวร์ คอมเทค จำกัด	Head Office	<input type="checkbox"/>
<input checked="" type="checkbox"/>	A6210-015 บริษัท ซี ดับบลิว ที เอเชีย จำกัด	Head Office	<input type="checkbox"/>
<input type="checkbox"/>	A6211-017 บริษัท ไทยยามาฮ่ามอเตอร์ จำกัด	Head Office	<input type="checkbox"/>

8. Tab "Note & Attachment" is to note the bill. Users can specify the notes you want by pressing the "+"> "Specify the desired"> "✓ Set to form remark" used in the definition. Because the bill of over 1 and up to the present in the form> "✓" to save the image.



New Cheque Received

Basic Data **Note & Attachment**

Note List

No	Note
1	เช็ครับ

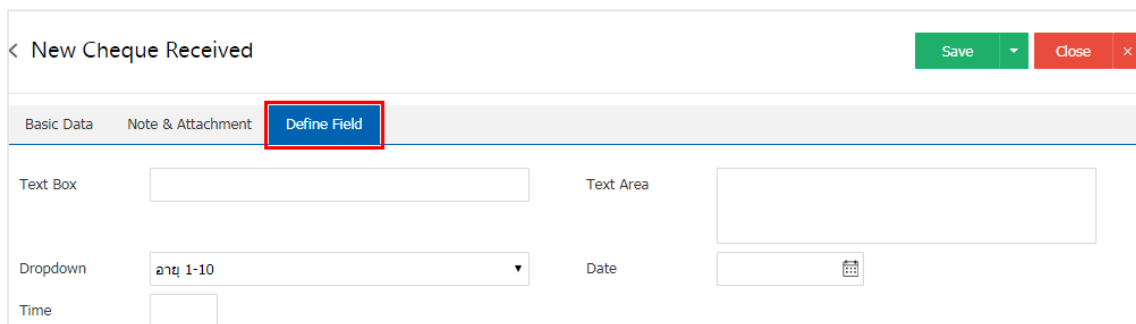
Add Files Set to form remark.

* Note: The "↑" and "↓" to scroll the text up. Or according to user requirements.

* Note: If the user has other documents to bring to the reference in the document check, user can "Add Files" other documents.

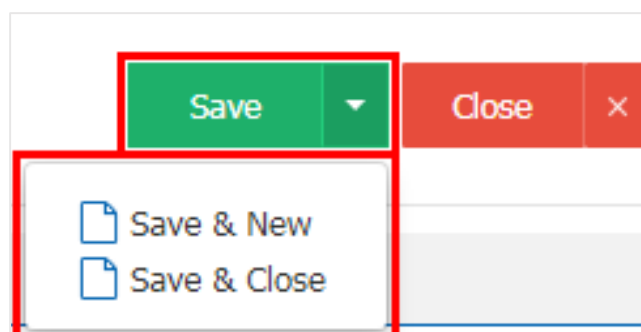
9. Tab "Define Field" was recorded. the user creates a form to fill up more self-Define Field, which has a total of five types :

- **Format Text Box** is a small text box. The user can not enter. A limited number of characters And enter only one line only.
- **Format Text Area** is to display large text box model. The user can enter An unlimited number of characters. And enter several lines.
- **Forms Dropdown** is a display format options. The user can set the option in the menu "Setting"> "General"> "ENUM".
- **Date Format** is the data date format.
- **Time Format** is the data time format.



10. After the check is complete, press the "Save" button at the top right of the screen. To save documents cheque received by recording data can be divided into 3 Recording format :

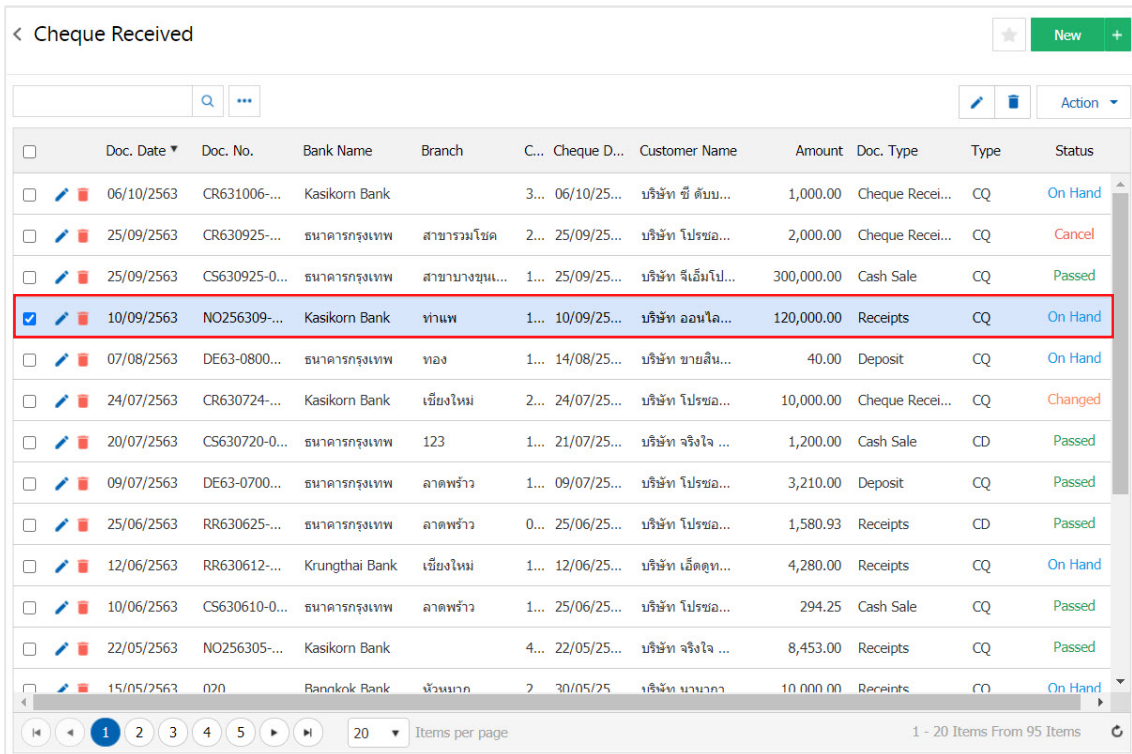
- **Save** the document cheque. The normally received, along with successfully saved.
- **Save & New** to save and open documents cheque received new information recorded on users save documents cheque received successfully. The system will display the data in a document obtained immediately.
- **Save & Close** to save and return to the list cheque received when users save documents cheque received successfully. The system will display a list back cheque. All received immediately.



Reference of the cheque received document to the Cheque Present to Bank document, Cancel cheque pick up or sell cheque discount

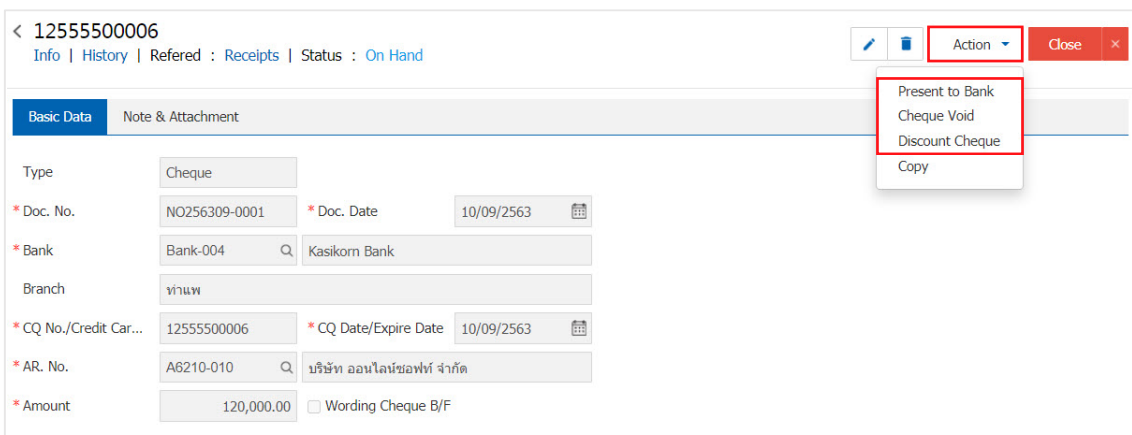
Is a reference to the cheque received document to the Cheque Present to Bank document, Cancel cheque received or sell cheque reductions to provide continuous recording process with reference methods. As follows:

1. Users only select a list of receivedcheque documents with **On Hand** status. As figure.



Doc. Date	Doc. No.	Bank Name	Branch	C...	Cheque D...	Customer Name	Amount	Doc. Type	Type	Status
06/10/2563	CR631006-...	Kasikorn Bank		3...	06/10/25...	บริษัท ซี ดับบ...	1,000.00	Cheque Recei...	CQ	On Hand
25/09/2563	CR630925-...	ธนาคารกรุงเทพ	สาขารวมโชค	2...	25/09/25...	บริษัท โปรรขอ...	2,000.00	Cheque Recei...	CQ	Cancel
25/09/2563	CS630925-0...	ธนาคารกรุงเทพ	สาขานางพ...	1...	25/09/25...	บริษัท จีเอ็มโ...	300,000.00	Cash Sale	CQ	Passed
10/09/2563	NO256309-...	Kasikorn Bank	ท่าแพ	1...	10/09/25...	บริษัท ออนไลน์...	120,000.00	Receipts	CQ	On Hand
07/08/2563	DE63-0800...	ธนาคารกรุงเทพ	ทอง	1...	14/08/25...	บริษัท ขายสิน...	40.00	Deposit	CQ	On Hand
24/07/2563	CR630724-...	Kasikorn Bank	เชียงใหม่	2...	24/07/25...	บริษัท โปรรขอ...	10,000.00	Cheque Recei...	CQ	Changed
20/07/2563	CS630720-0...	ธนาคารกรุงเทพ	123	1...	21/07/25...	บริษัท จริงใจ ...	1,200.00	Cash Sale	CD	Passed
09/07/2563	DE63-0700...	ธนาคารกรุงเทพ	ลาดพร้าว	1...	09/07/25...	บริษัท โปรรขอ...	3,210.00	Deposit	CQ	Passed
25/06/2563	RR630625-...	ธนาคารกรุงเทพ	ลาดพร้าว	0...	25/06/25...	บริษัท โปรรขอ...	1,580.93	Receipts	CD	Passed
12/06/2563	RR630612-...	Krungthai Bank	เชียงใหม่	1...	12/06/25...	บริษัท เอ็ดดูท...	4,280.00	Receipts	CQ	On Hand
10/06/2563	CS630610-0...	ธนาคารกรุงเทพ	ลาดพร้าว	1...	25/06/25...	บริษัท โปรรขอ...	294.25	Cash Sale	CQ	Passed
22/05/2563	NO256305-...	Kasikorn Bank		4...	22/05/25...	บริษัท จริงใจ ...	8,453.00	Receipts	CQ	Passed
15/05/2563	020	Banankk Bank	วังทอง	2	30/05/25	บริษัท ขาวขาว	10 000 00	Receipts	CO	On Hand

2. Then let the user press the "Action" button > "Present to Bank", "Cheque Void (uncheque received)" or "Discount Cheque" button will display Pop up to confirm the document reference.



1255500006
Info | History | Referred : Receipts | Status : On Hand

Basic Data | Note & Attachment

Type: Cheque

* Doc. No.: NO256309-0001 * Doc. Date: 10/09/2563

* Bank: Bank-004 Kasikorn Bank

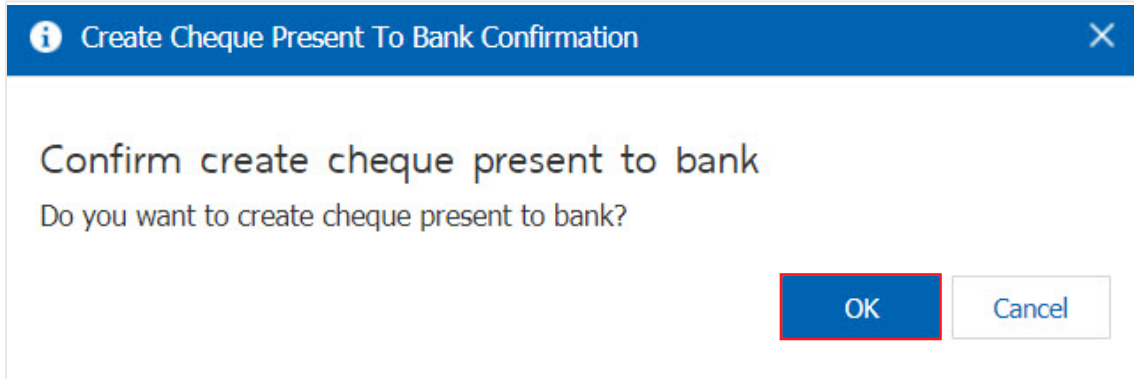
Branch: ท่าแพ

* CQ No./Credit Car...: 1255500006 * CQ Date/Expire Date: 10/09/2563

* AR. No.: A6210-010 บริษัท ออนไลน์ซอฟต์แวร์ จำกัด

* Amount: 120,000.00 Wording Cheque B/F

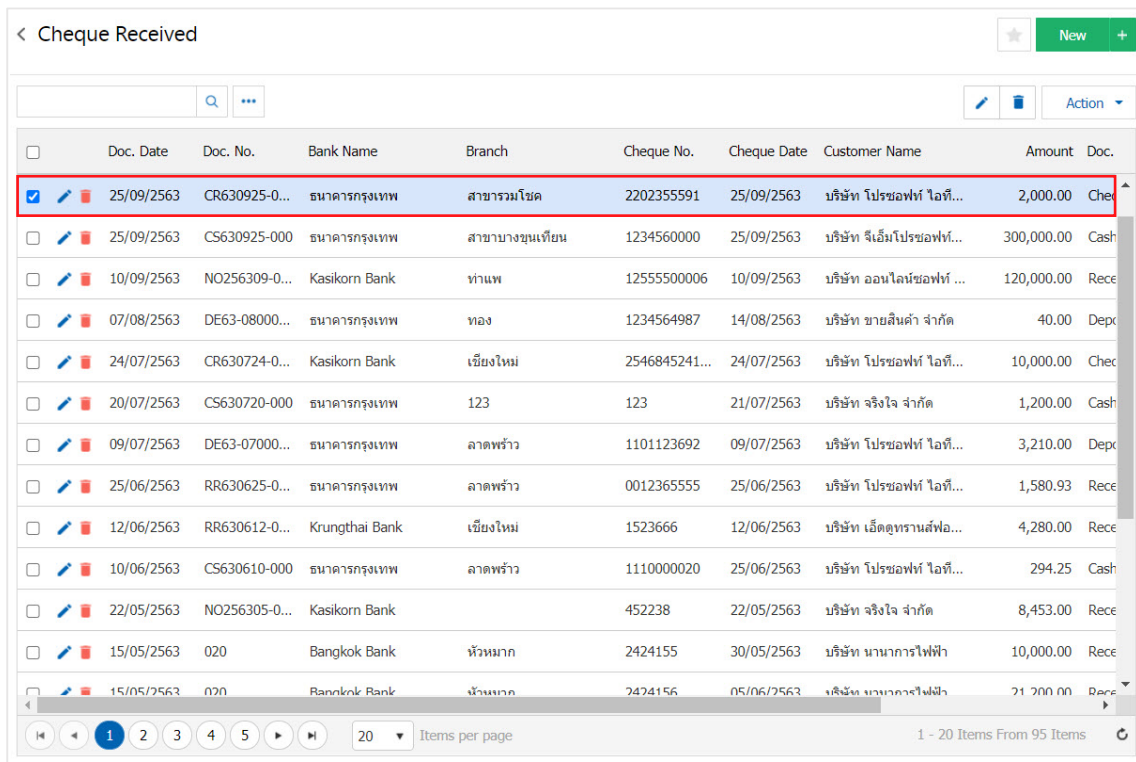
Action: Present to Bank, Cheque Void, Discount Cheque, Copy



Copy a cheque received document

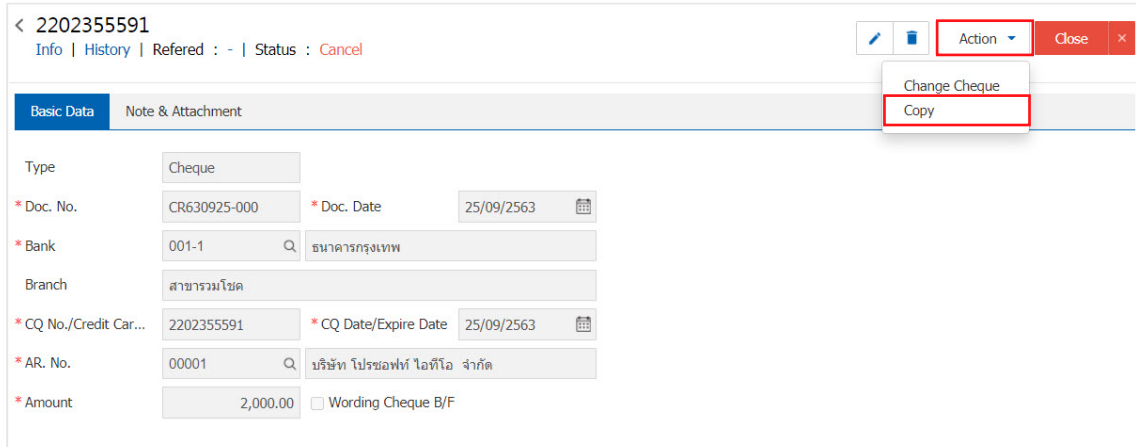
Is to copy the cheque received document. In the event that a user wants to create a new received cheque document and the cheque list details are not changed, it reduces the duration of the creation of the document. Users can copy received cheque documents with the following copy methods :

1. Allows users to select a list of received cheque documents that you want to copy documents, which can be copied in all status the cheque received document. As figure.

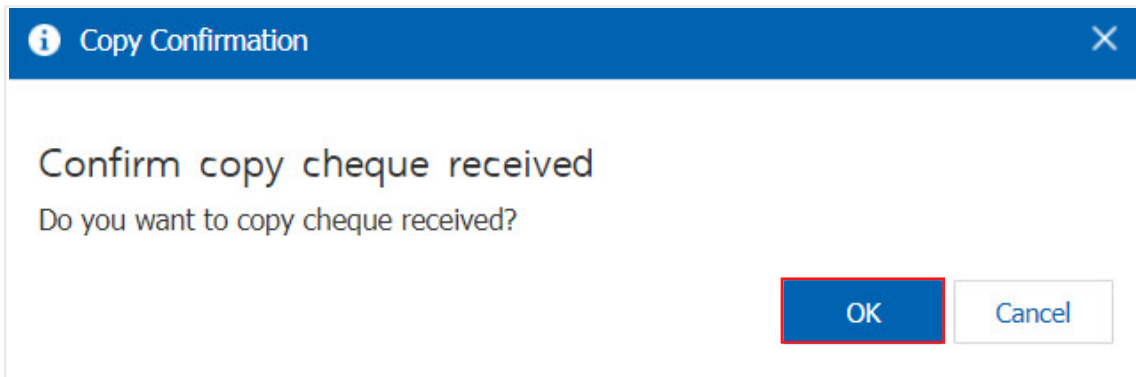


	Doc. Date	Doc. No.	Bank Name	Branch	Cheque No.	Cheque Date	Customer Name	Amount	Doc.
<input checked="" type="checkbox"/>	25/09/2563	CR630925-0...	ธนาคารกรุงเทพ	สาขารวมโชค	2202355591	25/09/2563	บริษัท โพรซอฟท์ ไอที...	2,000.00	Cheq
<input type="checkbox"/>	25/09/2563	CS630925-000	ธนาคารกรุงเทพ	สาขางานงเข็ญ	1234560000	25/09/2563	บริษัท จีเอ็มโพรซอฟท์...	300,000.00	Cash
<input type="checkbox"/>	10/09/2563	NO256309-0...	Kasikorn Bank	ท่าแพ	12555500006	10/09/2563	บริษัท ออนไลน์ซอฟท์...	120,000.00	Rece
<input type="checkbox"/>	07/08/2563	DE63-08000...	ธนาคารกรุงเทพ	ทอง	1234564987	14/08/2563	บริษัท ขายสินค้า จำกัด	40.00	Depo
<input type="checkbox"/>	24/07/2563	CR630724-0...	Kasikorn Bank	เชียงใหม่	2546845241...	24/07/2563	บริษัท โพรซอฟท์ ไอที...	10,000.00	Chec
<input type="checkbox"/>	20/07/2563	CS630720-000	ธนาคารกรุงเทพ	123	123	21/07/2563	บริษัท จรุงใจ จำกัด	1,200.00	Cash
<input type="checkbox"/>	09/07/2563	DE63-07000...	ธนาคารกรุงเทพ	ลาดพร้าว	1101123692	09/07/2563	บริษัท โพรซอฟท์ ไอที...	3,210.00	Depo
<input type="checkbox"/>	25/06/2563	RR630625-0...	ธนาคารกรุงเทพ	ลาดพร้าว	0012365555	25/06/2563	บริษัท โพรซอฟท์ ไอที...	1,580.93	Rece
<input type="checkbox"/>	12/06/2563	RR630612-0...	Krungthai Bank	เชียงใหม่	1523666	12/06/2563	บริษัท เอ็ดดูเทรชันส์ฟ...	4,280.00	Rece
<input type="checkbox"/>	10/06/2563	CS630610-000	ธนาคารกรุงเทพ	ลาดพร้าว	1110000020	25/06/2563	บริษัท โพรซอฟท์ ไอที...	294.25	Cash
<input type="checkbox"/>	22/05/2563	NO256305-0...	Kasikorn Bank		452238	22/05/2563	บริษัท จรุงใจ จำกัด	8,453.00	Rece
<input type="checkbox"/>	15/05/2563	020	Bangkok Bank	หัวหมาก	2424155	30/05/2563	บริษัท นานาการไฟฟ้า	10,000.00	Rece
<input type="checkbox"/>	15/05/2563	020	Bangkok Bank	หัวหมาก	2424156	05/06/2563	บริษัท นานาการไฟฟ้า	21,200.00	Rece

2. Then let the user press the "Action" button > "Copy" the system displays pop -up to copy the new cheque received document as shown.



The screenshot shows a web interface for a cheque record. At the top, there is a header with the ID '2202355591' and a status of 'Cancel'. Below this is a tabbed interface with 'Basic Data' selected. The form contains several fields: Type (Cheque), Doc. No. (CR630925-000), Doc. Date (25/09/2563), Bank (ธนาคารกรุงเทพ), Branch (สาขารวมโชค), CQ No./Credit Car... (2202355591), CQ Date/Expire Date (25/09/2563), AR. No. (00001), and Amount (2,000.00). An 'Action' dropdown menu is open, showing options for 'Change Cheque' and 'Copy'. The 'Copy' option is highlighted with a red box.



The screenshot shows a 'Copy Confirmation' dialog box. The title bar reads 'Copy Confirmation'. The main text asks 'Confirm copy cheque received' and 'Do you want to copy cheque received?'. At the bottom right, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red box.