General Account

Introduction

General account software is one of the most commonly used old software, this application has also a package with the same name called 'General Account Software'. A complete video training is available which tells us how to use this package and what are the features in it, some of them are mentioned below.

1. The most special thing of this package is that all kind of business accounts can be easily maintained and it's an extremely easy software, even a low educated person can easily understand and operate that software.

2. This software is usually used for both accounting and inventory purposes, it contains all the necessary entries and reports related to accounting and inventory.

3. Multiple users can operate at a time.

4. You can also sale your product online in this software, you can keep whole stock online if you need, it is also very useful for your business and your product advertising and marketing.

5. This package contains a C-M-S for your own website, you can create your own business website and modify any time from your mobile.

6. This package can also be used without your internet in mobile phone.

Using Method

The method to use this package in such a way that, when you install this application in your mobile, first you will have to create your own account through your mobile number. When you login to this application by this account, you will find some packages according to the different types of business. So you will have to create one sub-account with your business name in general account package.

This means that once you have logged in with your mobile number account in this application you also have to log in with your business sub-account, then you will be able to use this package of application.

Here are some of the features related to accounting and inventory in this package.

Chart of Account

When you create your business account in this mobile application in this general account package, a specific chart of account created by us will automatically be created in your business account and then you can open more accounts accordingly.

In this package we have managed the chart of accounts at three levels, in this we have managed the first level and the second level as per the requirement of the consumer, while in the third level we have opened some necessary accounts, but more accounts can be tailored to the groups you need.

1. Employee Accounts
2. Cash and bank accounts
3. Client Accounts
4. Suppliers Accounts
5. Expense accounts

6. Income Accounts
7. Investment accounts

All of these are second level's group accounts that we have managed in the first level, i.e. head of accounts, according to accounting rules.

1. Assets
2. Liabilities
3. Expense
4. Revenue
5. Capital

Chart of Item

This package also has a chart of items like chart of accounts. In this package if you want to maintain your business stock as well as accounting, you should use this chart of items as well. You will have to enter the names of all the items you want to manage in stock.

In this entry we have made the item stock up to two levels. In this first level you can group your stock item and in the second level you can name the item of your stock, which you can name these items using in sales and purchase.

Cashbook

Cashbook is the most commonly used entry in this software; every account you open in the Chart of Account uses all these accounts; it contains all kinds of business related business entries.

According to the accounting rules, it is necessary to fill in one of the five fields to complete the entry in this cashbook, which will have to fill in the entry history, debit account, credit account, entry description, and related account that happens.

Cashbook can be used for a variety of purposes and to fully understand it, EasySoft has also created a complete video training of another basic business accounting that has been extremely useful to our customers.

Sales Entry
From this entry, the customer's bill is created an inventory is maintained, the customers and suppliers account are maintained too with that entry. One of the account must be used from Chart of Account and few items from Chart of Items. Posting an entry reduces the number of these items in your stock, as well as adds the bill amount to the account of the client whose name is promoted. If the bill is created through a cash account, then your cash account will be added to this bill

There is also a sales return mode in this inventory. Enabling this cell return mode allows you to add the returned items from your customers back to your existing stock, after activating the return mode, any item you return. They will be added back to your stock and the client will automatically make adjustments to the bill.

Purchase Entry
Sale Entry and Purchase Entry are the same type of entries, the only difference is that, posting an entry increases your existing stock. The account which is used from chart of accounts, from that account the amount of purchase bill gets credited.

It also has a sales return mode like purchase return which after enabling it, any item added to this entry will be lessed instead of being added to the stock and the bill itself will also be itself adjusted.

Reports:

This package contains all the reports that consumers typically needs, all of them are present in it. Rather, some additional reports have also been made, all the reports made in this application has many features, some of them are given below the following, searching, filtering, sorting, grouping, printing, emailing, export to PDF, export to excel, navigation, layout changing and other features which are included.

Reports in any of our products are not limited, but we keep making reports as per the configuration of our consumer. These are the names of some special reports in this package.

1. Sales Invoice
2. General Ledger
3. Item Ledger
4. Cashbook Report
5. Sales ,Sales Return, Purchase and Purchase Reports Order by Day, Date, Month and year and filter by client, suppliers and item
6. Many Types of Stock Reports
7. Cost of Stock Reports
8. Account Recoverable and Payable Reports
9. Summary of Receivable and payable Reports
10.   Standard Trail Balance
11.   Summarize Trail balance
12.   Transactional Trail balance
13.   Standard Profit and loss Statement
14.   Profit and loss Statement Order by Date, Months, yearly, on Sales on
15.   Item and etc.
16.   Standard Balance Sheet

17.   Balance Sheet Order by Date, Month and year