

PANDUAN PENGGUNAAN SISTEM AKAUN

eCoops@iWork v1.0

MODUL LEJER AM

The screenshot displays the 'eCoops@iWork' system interface. On the left, a sidebar menu is visible with 'Lejer AM' highlighted in red. Below it, a sub-menu is open, showing 'Pelarasan' in red. The main area shows the 'Status Jurnal' page for the date 01/01/2023. A 'Paparan Jurnal' window is open, displaying a list of journal entries. The window has a header with 'Jenis Jurnal' (PELBAGAI), 'ID Jurnal' (BIRO2023/C2255), 'Status' (2), and 'Trk.Transaksi' (10/02/2023). Below this, there are fields for 'Trk.Dokumen' (04/01/2023), 'No Rujukan' (C2255), and 'Keterangan' (PELARASAN PECAHAN KOD AKAUN BAGI LARIAN C2255). The main table in the window has the following columns: Bil., Kod Urusan, Kod Akaun, Keterangan, Debit, Kredit, and Kod Aktiviti. The table contains five entries:

Bil.	Kod Urusan	Kod Akaun	Keterangan	Debit	Kredit	Kod Aktiviti
1	0101	310202	PELARASAN LARIAN BIRO2023/C2255 - Caruman Urusan	0.00	(140.00)	
2	0501	210502	PELARASAN LARIAN BIRO2023/C2255 - Insuran Akaun	0.00	(16.00)	
3	0504	311102	PELARASAN LARIAN BIRO2023/C2255 - Caruman Tabarru	0.00	(20.00)	
4	0601	310702	PELARASAN LARIAN BIRO2023/C2255 - Tabung Khairat	0.00	(3.00)	
5	K4188	410313	PELARASAN LARIAN BIRO2023/C2255 - KEUNTUNGAN BAI	0.00	(208.33)	

PELARASAN TRANSAKSI AKAUN

Buat pilihan menu [Lejer AM] dan pilihan [Pelarasan]. Daftar Pelarasan akaun dengan klik pada pilihan [Daftar Edit]. Isikan semua maklumat dan klik Simpan.

Buat pilihan [Kelulusan Jurnal] dan Simpan.