

## AA9K Security Access / User Level Setup

| Level access  | Manager | Executive | Normal User |
|---|---------|-----------|-------------|
| MODULE  |         |           |             |
| <b>General Ledger</b>   |         |           |             |
| General Ledger > Chart Of Account                                 | Y       | Y         | Y           |
| General Ledger > Sub Account                                      | Y       | Y         | Y           |
| General Ledger > Budget Entry                                     | Y       | Y         | Y           |
| General Ledger > Account Group / (Department)                     | Y       | Y         | Y           |
| General Ledger > Cost Centre                                      | Y       | Y         | Y           |
| General Ledger > Particular                                       | Y       | Y         | Y           |
| General Ledger > Project  | Y       | Y         | Y           |
| General Ledger > Source Code                                      | Y       | Y         | Y           |
| General Ledger > Batch Title                                      | Y       | Y         | Y           |
| General Ledger > Change Account Code                              | Y       | Y         | N           |
| General Ledger > Delete Inactive Account                          | Y       | Y         | Y           |
| General Ledger > Table Setup > Service Table                      | Y       | Y         | N           |
| General Ledger > Table Setup > Currency Table                     | Y       | Y         | Y           |
| General Ledger > Table Setup > Salesman Table                     | Y       | Y         | Y           |
| General Ledger > Table Setup > Agent Table                        | Y       | Y         | Y           |
| General Ledger > Table Setup > Area Table                         | Y       | Y         | Y           |
| General Ledger > Table Setup > Class Table                        | Y       | Y         | Y           |
| General Ledger > Table Setup > Term Table                         | Y       | Y         | Y           |
| General Ledger > Table Setup > Debtor Group                       | Y       | Y         | Y           |
| General Ledger > Table Setup > Collection Term Table              | Y       | Y         | Y           |
| General Ledger > Table Setup > GST MSIC Table                     | Y       | Y         | Y           |
| <b>Debtor Ledger</b>  |         |           |             |
| Debtor Ledger > Debtor Enquiry                                    | Y       | Y         | Y           |
| Debtor Ledger > View Report > Debtor Balance                      | Y       | Y         | Y           |
| Debtor Ledger > View Report > Debtor Ledger                       | Y       | Y         | Y           |
| Debtor Ledger > View Report > View Unpaid Invoice                 | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor List                        | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Statement                          | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Statement (Group)                  | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Statement By Invoice               | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Ageing Summary              | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Ageing Summary by Month     | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Ageing Detail               | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Balance                     | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Ledger                      | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Transaction Summary                | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Top Volume                         | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Sales Analysis                     | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Print Unpaid Invoice               | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Unpaid Invoice Reminder            | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Invoice Report                     | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Unapplied Payment Item             | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Payment Report              | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Debtor Payment Detail Report       | Y       | Y         | Y           |
| Debtor Ledger > Print Report > Error Journal Report               | Y       | Y         | Y           |
| <b>Creditor Ledger</b>  |         |           |             |
| Creditor Ledger > Creditor Enquiry                                | Y       | Y         | Y           |
| Creditor Ledger > View Report > Creditor Balance                  | Y       | Y         | Y           |
| Creditor Ledger > View Report > Creditor Ledger                   | Y       | Y         | Y           |
| Creditor Ledger > View Report > View Unpaid Invoice               | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Creditor List                    | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Unapplied Payment Item           | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Statement                        | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Creditor Balance                 | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Creditor Ledger                  | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Creditor Ageing Summary          | Y       | Y         | Y           |
| Creditor Ledger > Print Report > Creditor Ageing Summary by Month | Y       | Y         | Y           |

|   |   |   |   |
|---|---|---|---|
| Creditor Ledger > Print Report > Creditor Ageing Detail             | Y | Y | Y |
| Creditor Ledger > Print Report > Top Volume                         | Y | Y | Y |
| Creditor Ledger > Print Report > Purchase Analysis                  | Y | Y | Y |
| Creditor Ledger > Print Report > Transaction Summary                | Y | Y | Y |
| Creditor Ledger > Print Report > Print Unpaid Invoice               | Y | Y | Y |
| Creditor Ledger > Print Report > Invoice Journal                    | Y | Y | Y |
| Creditor Ledger > Print Report > Creditor Payment Report            | Y | Y | Y |
| Creditor Ledger > Print Report > Creditor Payment Detail Report     | Y | Y | Y |
| Creditor Ledger > Print Report > Error Journal Report               | Y | Y | Y |
| <b>Stock Control</b>  |   |   |   |
| Stock Control > Stok Enquiry  | Y | N | N |
| Stock Control > Serial Number > Serial Number Enquiry               | Y | N | N |
| Stock Control > Serial Number > Stock Balance-Serial Number         | Y | N | N |
| Stock Control > Serial Number > Serial Number Report-By Stock Code  | Y | N | N |
| Stock Control > Serial Number > Serial Number Report-By Date        | Y | N | N |
| Stock Control > Serial Number > Serial Number Report-By Serial No.  | Y | N | N |
| Stock Control > Serial Number > Serial Number Report-By Expiry Date | Y | N | N |
| Stock Control > Serial Number > Warranty Enquiry                    | Y | N | N |
| Stock Control > Serial Number > Warranty Report                     | Y | N | N |
| Stock Control > Serial Number > Purge Serial Number                 | Y | N | N |
| Stock Control > Manager Desk > Add Stock(2)                         | Y | N | N |
| Stock Control > Manager Desk > Add Stock(3)                         | Y | N | N |
| Stock Control > Manager Desk > Add Stock(4)                         | Y | N | N |
| Stock Control > Manager Desk > Add Stock (Colour/Size)              | Y | N | N |
| Stock Control > Manager Desk > Add Stock (C.S.C.B.)                 | Y | N | N |
| Stock Control > Manager Desk > Error Coding Report                  | Y | N | N |
| Stock Control > Manager Desk > Price Formula                        | Y | N | N |
| Stock Control > Manager Desk > Offer Price                          | Y | N | N |
| Stock Control > Manager Desk > Delete Stock                         | Y | N | N |
| Stock Control > Manager Desk > Nett Realisable Value Table          | Y | N | N |
| Stock Control > Manager Desk > Nett Realisable Value Entry          | Y | N | N |
| Stock Control > Manager Desk > Edit Stock Item Record               | Y | N | N |
| Stock Control > Entry > Stock Incoming                              | Y | N | N |
| Stock Control > Entry > Stock Outgoing                              | Y | N | N |
| Stock Control > Entry > Sales Return                                | Y | N | N |
| Stock Control > Entry > Purchase Return                             | Y | N | N |
| Stock Control > Entry > Stock Adjustment                            | Y | N | N |
| Stock Control > Entry > Multi Unit Item-Pack                        | Y | N | N |
| Stock Control > Entry > Multi Unit Item-Auto Unpack                 | Y | N | N |
| Stock Control > Entry > Multi Unit Item-Unpack                      | Y | N | N |
| Stock Control > Entry > Search/Edit/Delete Transaction              | Y | N | N |
| Stock Control > Entry > Stock Transfer                              | Y | N | N |
| Stock Control > Entry > Stock Taking (Random)                       | N | N | N |
| Stock Control > Entry > Stock Taking (Group)                        | Y | N | N |
| Stock Control > Entry > Opening Stock                               | Y | N | N |
| Stock Control > Entry > Auto Batch Import (diskette)                | Y | N | N |
| Stock Control > View > Check Price > Stock/Customer                 | Y | N | N |
| Stock Control > View > Check Price > Customer/Stock                 | Y | N | N |
| Stock Control > View > Check Price > Stock/Vendor                   | Y | N | N |
| Stock Control > View > Check Price > Vendor/Stock                   | Y | N | N |
| Stock Control > View > Stock Card                                   | Y | N | N |
| Stock Control > View > Transaction By Reference                     | Y | N | N |
| Stock Control > Report > Stock List                                 | Y | N | N |
| Stock Control > Report > Price List                                 | Y | N | N |
| Stock Control > Report > Stock Balance                              | Y | N | N |
| Stock Control > Report > Stock Value                                | Y | N | N |
| Stock Control > Report > Nett Realisable Stock Value                | Y | N | N |
| Stock Control > Report > Reorder Stock Report                       | Y | N | N |
| Stock Control > Report > Over Stock Report                          | Y | N | N |
| Stock Control > Report > Print Stock Card                           | Y | N | N |
| Stock Control > Report > Transaction Report By Reference            | Y | N | N |

|  |   |   |   |
|--|---|---|---|
| Stock Control > Report > Sales Report > Sales Summary                      | Y | N | N |
| Stock Control > Report > Sales Report > Sales Analysis                     | Y | N | N |
| Stock Control > Report > Sales Report > Sales Ranking                      | Y | N | N |
| Stock Control > Report > Location > Stock Card                             | Y | N | N |
| Stock Control > Report > Location > Stock Balance                          | Y | N | N |
| Stock Control > Report > Location > Sales Summary                          | Y | N | N |
| Stock Control > Report > Location > Sales Analysis                         | Y | N | N |
| Stock Control > Report > Salesman > Monthly                                | Y | N | N |
| Stock Control > Report > Salesman > Yearly                                 | Y | N | N |
| Stock Control > Report > Salesman > 12 month                               | Y | N | N |
| Stock Control > Report > Print Stock Detail                                | Y | N | N |
| Stock Control > Report > Print Catalog                                     | Y | N | N |
| Stock Control > Report > Stock Taking List                                 | Y | N | N |
| Stock Control > Report > Consignment Report                                | Y | N | N |
| Stock Control > Utility > Costing Process                                  | Y | N | N |
| Stock Control > Utility > Change Stock / Account Code                      | Y | N | N |
| Stock Control > Utility > Stock Card Maintenance                           | Y | N | N |
| Stock Control > Utility > Index Key Checking                               | Y | N | N |
| Stock Control > Utility > Duplicate Record Checking                        | Y | N | N |
| Stock Control > Utility > Barcode-Standard Barcode Printer                 | Y | N | N |
| Stock Control > Utility > Barcode-Driver Mode Barcode Printer              | Y | N | N |
| Stock Control > Utility > Print Label                                      | Y | N | N |
| Stock Control > Utility > Add/Edit Stock Item Barcode                      | Y | N | N |
| Stock Control > Utility > Add/Edit Stock Item Category                     | Y | N | N |
| Stock Control > Utility > Purge Stock Transaction                          | Y | N | N |
| Stock Control > Utility > Delete Stock Transaction                         | Y | N | N |
| Stock Control > Utility > Clear Stock Data                                 | Y | N | N |
| Stock Control > Utility > Import From Other System                         | Y | N | N |
| Stock Control > Setup > System Setup                                       | Y | N | N |
| Stock Control > Setup > Stock Classification                               | Y | N | N |
| Stock Control > Setup > Salesman / Purchaser Table                         | Y | N | N |
| Stock Control > Setup > Location Table                                     | Y | N | N |
| Stock Control > Setup > Goods Transfer                                     | Y | N | N |
| Stock Control > Setup > User Setup   | Y | N | N |
| <b>Bank Reconciliation</b>   | Y | Y | Y |
| <b>Billing/ Invoicing</b>  |   |   |   |
| Billing / Invoicing > Issue DO > Print D.O.                                | Y | Y | Y |
| Billing / Invoicing > Issue DO > Reprint D.O.                              | Y | Y | Y |
| Billing / Invoicing > Issue DO > Update Stock Ledger                       | Y | Y | Y |
| Billing / Invoicing > Issue DO > Export D.O.                               | Y | Y | Y |
| Billing / Invoicing > Issue DO > Report                                    | Y | Y | Y |
| Billing / Invoicing > Invoicing > Issue/Reverse Invoice                    | Y | Y | Y |
| Billing / Invoicing > Invoicing > Reprint Invoice                          | Y | Y | Y |
| Billing / Invoicing > Invoicing > Update Stock Ledger                      | Y | Y | Y |
| Billing / Invoicing > Invoicing > Update General Ledger                    | Y | Y | Y |
| Billing / Invoicing > Invoicing > Export Invoice                           | Y | Y | Y |
| Billing / Invoicing > Invoicing > Report                                   | Y | Y | Y |
| Billing / Invoicing > Note Payable/Proforma Invoice > Issue                | Y | Y | Y |
| Billing / Invoicing > Note Payable/Proforma Invoice > Report               | Y | Y | Y |
| Billing / Invoicing > Note Payable/Proforma Invoice > Payment Process      | Y | N | N |
| Billing / Invoicing > Note Payable/Proforma Invoice > Bill Statement       | Y | N | N |
| Billing / Invoicing > Note Payable/Proforma Invoice > Customer Bill Report | Y | N | N |
| Billing / Invoicing > Goods Transfer Note                                  | Y | Y | Y |
| Billing / Invoicing > Goods Received Note > Issue GRN                      | Y | Y | Y |
| Billing / Invoicing > Goods Received Note > Reprint GRN                    | Y | Y | Y |
| Billing / Invoicing > Goods Received Note > Update Stock Ledger            | Y | Y | Y |
| Billing / Invoicing > Goods Received Note > Report                         | Y | Y | Y |
| Billing / Invoicing > Credit Note/Creditor Debit Note                      | Y | Y | Y |
| Billing / Invoicing > Debit Note/Creditor Credit Note                      | Y | Y | N |
| Billing / Invoicing > Sales Return   | Y | Y |   |
| Billing / Invoicing > Issue Self Billed Invoice                            | Y | Y | N |

|   |   |   |   |
|---|---|---|---|
| Billing / Invoicing > Purchase Order > Issue Purchase Order             | Y | Y | N |
| Billing / Invoicing > Purchase Order > Purchase Order Report-Summary    | Y | Y | N |
| Billing / Invoicing > Purchase Order > Purchase Order Report-Detail     | Y | Y | N |
| Billing / Invoicing > Purchase D.O. Entry                               | Y | Y | N |
| Billing / Invoicing > Purchase Invoice/Debit Note Entry                 | Y | Y | N |
| Billing / Invoicing > Purchase Return Note/Credit Note                  | Y | Y | N |
| Billing / Invoicing > Quotation   | Y | Y | Y |
| Billing / Invoicing > Sales Order > Issue Sales Order                   | Y | Y | N |
| Billing / Invoicing > Sales Order > Sales Order Report-Summary          | Y | Y | N |
| Billing / Invoicing > Sales Order > Sales Order Report-Detail           | Y | Y | N |
| Billing / Invoicing > Report > Delivery Order                           | Y | Y | Y |
| Billing / Invoicing > Report > Invoice                                  | Y | Y | Y |
| Billing / Invoicing > Report > Quotation                                | Y | Y | Y |
| Billing / Invoicing > Report > Purchase Order                           | Y | Y | N |
| Billing / Invoicing > Report > Sales Order                              | Y | Y | N |
| Billing / Invoicing > Template  | Y | Y | N |
| Billing / Invoicing > MSP Import Data                                   | Y | Y | N |
| <b>Cash Bill</b>  |   |   |   |
| Cash Bill > Issue / Reverse Cash Bill                                   | Y | Y | Y |
| Cash Bill > Reprint   | Y | Y | Y |
| Cash Bill > Update Stock Ledger   | Y | Y | Y |
| Cash Bill > Update General Ledger                                       | Y | Y | Y |
| Cash Bill > Report  | Y | Y | Y |
| <b>Cheque Writer</b>  | Y | Y | Y |
| <b>Appointment/Reminder</b>   | Y | Y | Y |
| <b>ENTRY</b>  |   |   |   |
| <b>Batch Entry</b>  |   |   |   |
| Batch Entry > Opening Balance   | Y | Y | Y |
| Batch Entry > Quick Entry   | Y | Y | Y |
| Batch Entry > Batch Entry   | Y | Y | Y |
| Batch Entry > Edit/Insert/Delete Posted Transactions                    | Y | Y | Y |
| Batch Entry > Delete Batch  | Y | Y | N |
| <b>Cash Sales Entry</b>   | Y | Y | Y |
| <b>Cash Purchase Entry</b>  | Y | Y | Y |
| <b>Cash Book Entry</b>  |   |   |   |
| Cash Book Entry> Payment Voucher  | Y | Y | Y |
| Cash Book Entry> Receiving Voucher                                      | Y | Y | Y |
| Cash Book Entry> Contra/Credit Entry                                    | Y | Y | Y |
| Cash Book Entry> Edit/Delete Transactions > Payment Voucher             | Y | Y | Y |
| Cash Book Entry> Edit/Delete Transactions > Receiving Voucher           | Y | Y | Y |
| Cash Book Entry> Edit/Delete Transactions > Contra / Credit Entry       | Y | Y | Y |
| <b>Debtor Entry</b>   |   |   |   |
| Debtor Entry > Receive Payment  | Y | Y | Y |
| Debtor Entry > Invoice Entry  | Y | Y | Y |
| Debtor Entry > Debit Note   | Y | Y | Y |
| Debtor Entry > Credit Note Entry  | Y | Y | Y |
| Debtor Entry > Contra Account   | Y | Y | Y |
| Debtor Entry > Edit/Delete Transactions > Receive Payment               | Y | Y | Y |
| Debtor Entry > Edit/Delete Transactions > Invoice / Debit Note Entry    | Y | Y | Y |
| Debtor Entry > Edit/Delete Transactions > Credit Note                   | Y | Y | Y |
| Debtor Entry > Edit/Delete Transactions > Contra Account                | Y | Y | Y |
| <b>Creditor Entry</b>   |   |   |   |
| Creditor Entry > Payment Entry  | Y | Y | Y |
| Creditor Entry > Purchase/Debit Entry                                   | Y | Y | Y |
| Creditor Entry > Credit Entry   | Y | Y | Y |
| Creditor Entry > Contra Account   | Y | Y | Y |
| Creditor Entry > Edit/Delete Transactions > Payment                     | Y | Y | Y |
| Creditor Entry > Edit/Delete Transactions > Purchase / Debit Note Entry | Y | Y | Y |
| Creditor Entry > Edit/Delete Transactions > Credit Note                 | Y | Y | Y |
| Creditor Entry > Edit/Delete Transactions > Contra Account              | Y | Y | Y |
| <b>Journal Entry</b>  | Y | Y | Y |

|   |   |   |   |
|---|---|---|---|
| Payroll Entry   | Y | Y | Y |
| Reprint Voucher   | Y | Y | Y |
| <b>VIEW</b>   |   |   |   |
| <b>Account Report</b>   |   |   |   |
| Account Report >By Account  | Y | N | N |
| Account Report >By Group  | Y | N | N |
| Account Balance   | Y | N | N |
| General Ledger Account  | Y | N | N |
| View Batch Of Transaction   | Y | N | N |
| Search/Edit Transaction   | Y | N | N |
| Delete Transaction  | Y | N | N |
| Double/Duplicate Transaction  | Y | N | N |
| Delete Batch  | Y | N | N |
| <b>REPORTS</b>  |   |   |   |
| Trial Balance   | Y | N | N |
| Trial Balance By Month  | Y | N | N |
| Trial Balance By Year   | Y | N | N |
| Balance Sheet   | Y | N | N |
| Profit & Loss   | Y | N | N |
| Profit & Loss By Group (Department)   | Y | N | N |
| Profit & Loss By Cost Centre  | Y | N | N |
| Profit & Loss By Project  | Y | N | N |
| Profit & Loss (12 Month)  | Y | N | N |
| Manufacturing Account   | Y | N | N |
| Income and Expenditure Statement  | Y | N | N |
| General Ledger Account  | Y | N | N |
| Account Balance   | Y | N | N |
| Batch Of Transaction  | Y | N | N |
| Account Group Report  | Y | N | N |
| Cost Centre Report  | Y | N | N |
| Project Report  | Y | N | N |
| Chart of Account  | Y | N | N |
| Batch Title Report  | Y | N | N |
| Batch Error Report  | Y | N | N |
| <b>Export Data</b>  |   |   |   |
| Export Data > Lejar Am (LHDN)   | Y | N | N |
| <b>GST</b>  |   |   |   |
| GST-03 Submission   | Y | N | N |
| <b>21 days Rule Delivery Order</b>  |   |   |   |
| 21 days Rule Delivery Order > 21 days Rule Delivery Order Process                       | Y | N | N |
| 22 days Rule Delivery Order > 21 days Rule Delivery Order Report                        | Y | N | N |
| <b>GST Deemed Supply Entry</b>  |   |   |   |
| GST Deemed Supply Entry > Imported Services Entry                                       | Y | N | N |
| GST Deemed Supply Entry > Deemed Supply Note Entry                                      | Y | N | N |
| GST Deemed Supply Entry > Deemed Supply Report > Deemed Supply Transaction Report       | Y | N | N |
| GST Deemed Supply Entry > Deemed Supply Report > Deemed Supply Invoice & Payment Report | Y | N | N |
| Margin Scheme Entry   | Y | N | N |
| Imported Goods Entry  | Y | N | N |
| <b>AR Bad Debt Relief/Recovery</b>  |   |   |   |
| AR Bad Debt Relief/Recovery > AR Bad Debt Relief Process                                | Y | N | N |
| AR Bad Debt Relief/Recovery > AR Bad Debt Report  | Y | N | N |
| AR Bad Debt Relief/Recovery > AR Bad Debt Reminder                                      | Y | N | N |
| <b>JKDM AP Recover/Relief Entry</b>   |   |   |   |
| JKDM AP Recover/Relief Entry > JKDM AP Recover Process                                  | Y | N | N |
| JKDM AP Recover/Relief Entry > JKDM AP Recover Report                                   | Y | N | N |
| Annual Adjustment   | Y | N | N |

|  |   |   |   |
|--|---|---|---|
| <b>Submitted GST Taxable Period Report</b>   | Y | N | N |
| <b>Submitted GST Taxable Yearly Report</b>   | Y | N | N |
| <b>General Report</b>  |   |   |   |
| General Report > GST Monthly/Quarterly Input/Output                                | Y | N | N |
| General Report > GST Monthly/Quarterly Report                                      | Y | N | N |
| General Report > GST Transaction Report > GST Transaction by Account               | Y | N | N |
| General Report > GST Transaction Report > GST Transaction by Input Tax             | Y | N | N |
| General Report > GST Transaction Report > GST Transaction by Output Tax            | Y | N | N |
| General Report > GST Yearly Report   | Y | N | N |
| General Report > GST Summary Report > GST Summary for Acquisition & Input Tax      | Y | N | N |
| General Report > GST Summary Report > GST Summary for Total Supply & Output Tax    | Y | N | N |
| General Report > GST Summary Report > List of Invoice For Debit Note               | Y | N | N |
| General Report > GST Summary Report > List of Invoice For Credit Note              | Y | N | N |
| General Report > GST Summary Report > GST Summary for Bad Debt Claims(Sales)       | Y | N | N |
| General Report > GST Summary Report > GST Summary for Bad Debt Recovered(Purchase) | Y | N | N |
| General Report > GST Summary Report > GST Summary for Other Supply                 | Y | N | N |
| General Report > Sales Report  | Y | N | N |
| General Report > Purchase Report   | Y | N | N |
| General Report > List of Capital Goods Acquired                                    | Y | N | N |
| General Report > GST Audit File (GAF)  | Y | N | N |
| General Report > GST Standard Code   | Y | N | N |
| <b>Capital Goods Adjustment (Optional Module)</b>                                  |   | N | N |
| <b>Setup</b>   | Y | N | N |
| <b>UTILITY</b>   |   |   |   |
| <b>Data Maintenance</b>  |   |   |   |
| Data Maintenance > Batch Checking  | Y | Y | Y |
| Data Maintenance > Period Checking   | Y | Y | Y |
| Data Maintenance > Data Recovery   | Y | N | N |
| Data Maintenance > Match Unpaid Invoice  | Y | N | N |
| Data Maintenance > Check/Verify Ledger Posting                                     | Y | N | N |
| Data Maintenance > Check/Verify Stock Card   | Y | N | N |
| Data Maintenance > Clear Entry History File  | Y | Y | N |
| <b>Periodic Process</b>  |   |   |   |
| Periodic Process > Roll Up Accounting Year   | Y | Y | N |
| Periodic Process > Closing Account   | Y | Y | N |
| <b>Closing Stock Entry</b>   | Y | Y | N |
| <b>Lock Accounting Period</b>  | Y | Y | Y |
| <b>Combine Account</b>   | Y | N | N |
| <b>Consolidate</b>   |   |   |   |
| Consolidate > Export To File   | Y | Y | Y |
| Consolidate > Import From File   | Y | Y | Y |
| Consolidate > Direct Consolidate   | Y | Y | Y |
| Consolidate > Unmark Exported Transaction  | Y | Y | Y |
| <b>Rebuild Voucher</b>   | Y | N | N |
| <b>Report Generator</b>  | Y | N | N |
| <b>House Keeping</b>   |   |   |   |
| House Keeping > Index Database   | Y | Y | Y |
| House Keeping > Clear Marked Transaction   | Y | Y | N |
| House Keeping > Clear All Transactions   | Y | Y | N |
| House Keeping > Clear New Account System   | Y | Y | N |
| <b>Backup Data</b>   | Y | Y | N |
| <b>Restore Data</b>  | Y | Y | N |
| <b>SETUP</b>   |   |   |   |
| <b>Setup Fiscal Period</b>   | Y | Y | Y |

|   |   |   |   |
|---|---|---|---|
| <b>Setup Company Information</b>                        | Y | Y | Y |
| <b>Counter/Default Setting</b>                          | Y | Y | Y |
| <b>User Setup</b>                                       | Y | Y | Y |
| <b>Edit Billing Item Format</b>                         |   |   |   |
| Edit Billing Item Format > Edit Invoice Item Format     | Y | Y | Y |
| Edit Billing Item Format > Edit Cash Bill Item Format   | Y | Y | N |
| Edit Billing Item Format > Edit P.O. Item Format        | Y | Y | Y |
| Edit Billing Item Format > Edit Quotation Item Format   | Y | Y | Y |
| Edit Billing Item Format > Edit S.O. Item Format        | Y | Y | Y |
| <b>Edit Billing Header Format</b>                       |   |   |   |
| Edit Billing Header Format > Edit Invoice Header Format | Y | Y | Y |
| Edit Billing Header Format > Edit D.O. Header Format    | Y | Y | Y |