



Module : Meter Billing

[1.0]

Faradyana Azman

[10/11/2021]

 QNE SOFTWARE	QNE TIPS	
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REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	Module : Meter Billing	Faradyana Azman	10/11/2021	

Amendment Record

Faradyana Azman

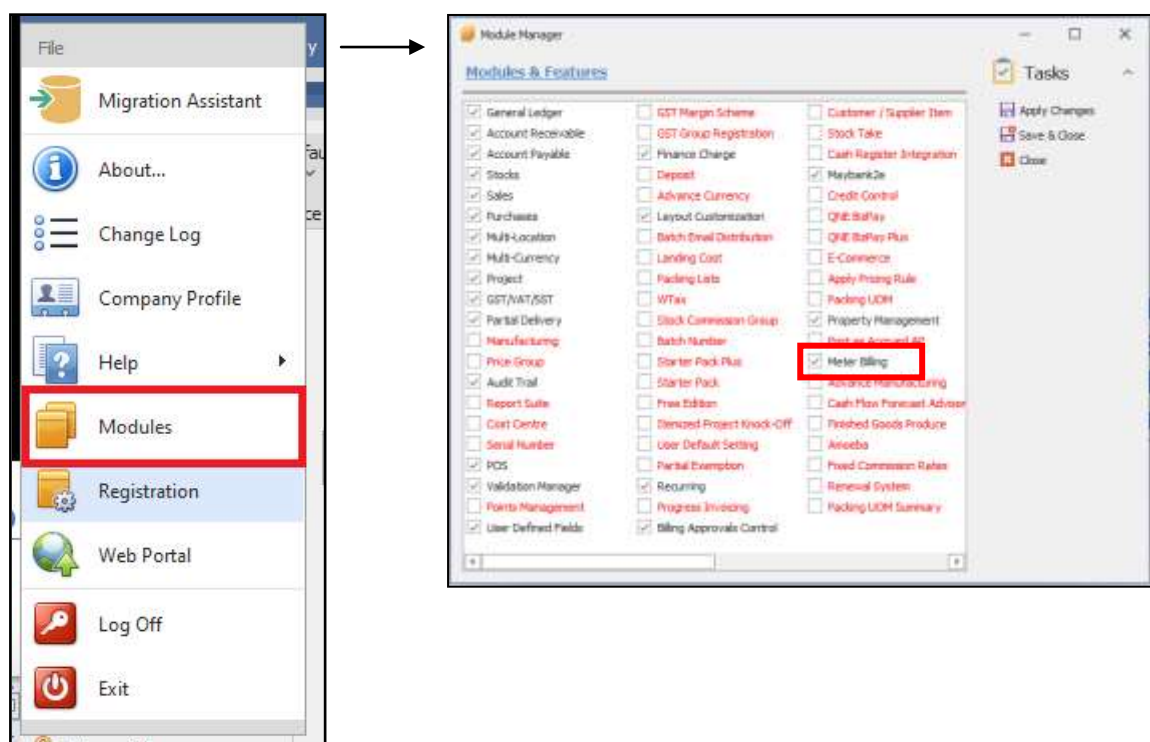
[10/11/2021]

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SCENARIO

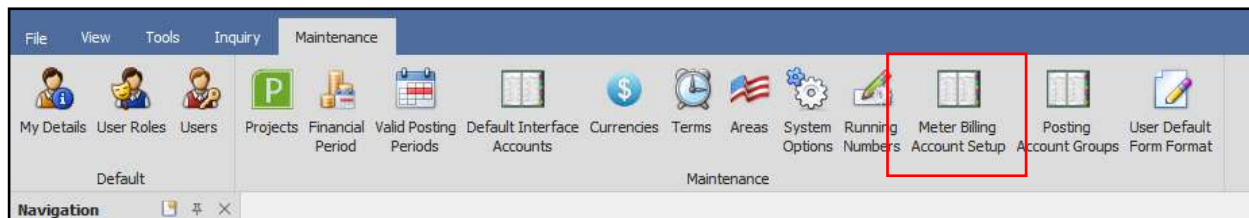
ENABLING METER BILLING MODULE

- 1) File – Modules
- 2) Tick 'Meter billing'
- 3) Click 'Apply' button.



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4) Go to maintenance → Meter Billing Account Setup



5) Set your meter billing account

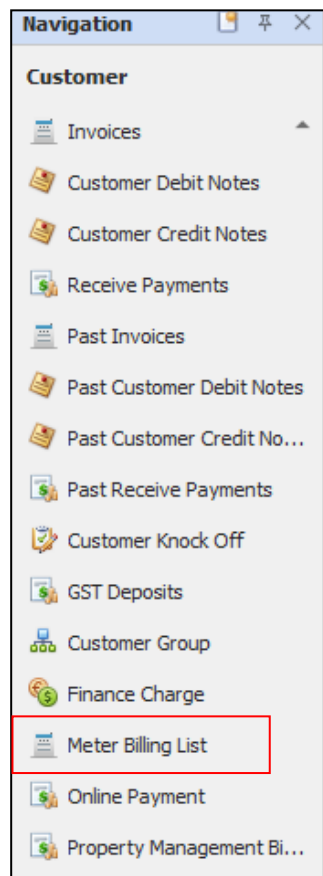
Meter Billing Account Setup	
Meter Code	METER_001 1.
Description	WATER BILLING 2.
Account Code	100-0200 3.
Minimum Charge	5.00 4.
Surcharge	2.00 5.
Unit Rate	1.00 6.

1. Meter code : Type of meter
2. Description : Description of meter code
3. Account Code : Posting to GL account code
4. Minimum Charge : Minimum amount to charge. Example the charges is below RM5
5. Surcharge : Additional charges to charge customer
6. Unit Rate : Rate of per meter amount

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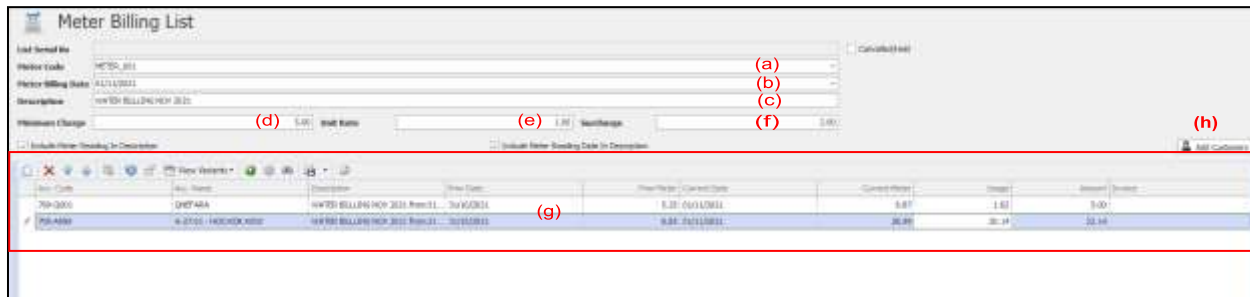
GENERATING METER BILLING

1. To generate meter billing, go to Customer → Meter billing list



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- Click New and fill up Meter Billing List to generate



- Meter Code : Select meter created in Meter Billing Account Setup
- Meter Billing Date : Meter date
- Description : Description for generate meter billing
- Minimum Charge : if the amount less than Minimum charge, system will charge base on Minimum Charge. Example:

$$\text{Usage} = (\text{Current meter} - \text{Prior Meter}) \times \text{Unit Rate}$$

$$= 1.62 \times 1$$

$$= 1.62 \rightarrow \text{less than minimum charges}$$

$$= \mathbf{5.00} \rightarrow \text{system will charge based on minimum charge amount}$$
- Unit Rate : Rate per unit to charge
- Surcharge : Extra charges to customer. Example:

$$\text{Usage} = (\text{Current meter} - \text{Prior Meter}) \times \text{Unit Rate}$$

$$= 20.14 \times 1$$

$$= 20.14 \rightarrow \text{amount more than min charge}$$

$$= 20.14 + 2 \rightarrow \text{add surcharge}$$

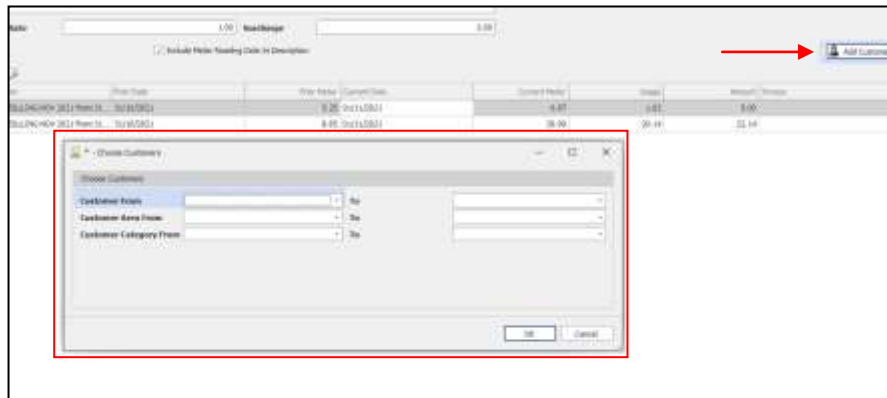
$$= \mathbf{22.14}$$
- Click new to add customer and keyin
 - Prior Date : Previous meter date
 - Prior Meter : Previous Meter number
 - Current Meter : Current Meter number



No	Date	Description	Prior Date	Prior Meter	Current Date	Current Meter	Usage	Amount	Remarks
1	10/11/2021	QNE TIPS	10/11/2021	100000	10/11/2021	100000	0	0.00	
2	10/11/2021	QNE TIPS	10/11/2021	100000	10/11/2021	100000	0	0.00	

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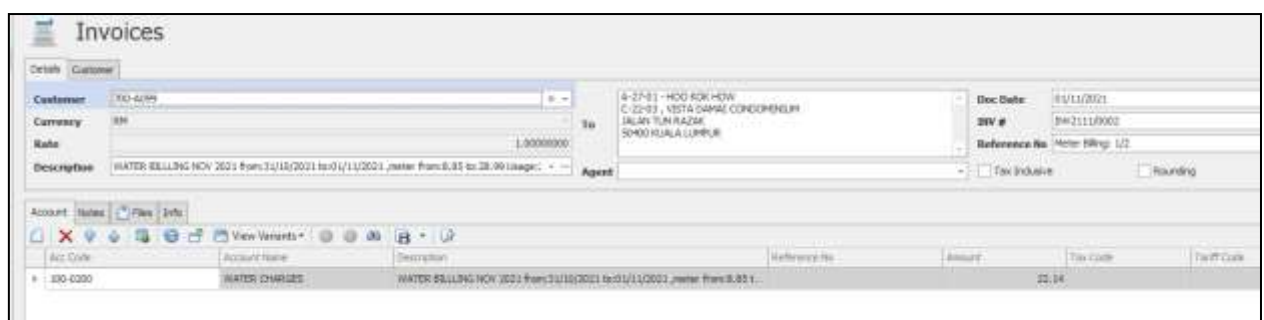
- h) User can click 'add customer' to select multiple customers at once



3. After fill in all the details, click save. System will auto generate invoice for meter billing.

Prior Meter	Current Date	Current Meter	Usage	Amount	Invoice
5.25	01/11/2021	6.87	1.62	5.00	INV2111/0001
8.85	01/11/2021	28.99	20.14	22.14	INV2111/0002

4. Generated invoice will show as below details



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5. When create new meter billing list, system will auto update Prior Date and Prior Meter based on your last details

☒ Include Meter Reading In Description
 ☒ Include Meter Reading Date In Description

View Variables

Acc. Code	Acc. Name	Description	Prior Date	Prior Meter	Current Date	Cur
700-Q001	QNEFARA	WATER BILLING from 01/11/2021 t...	01/11/2021	6.87	01/12/2021	
700-A099	A-27-01 - HOO KOK HON	WATER BILLING from 01/11/2021 t...	01/11/2021	28.99	01/12/2021	