

[Optimum] How to
customize report format
if want to show amount
in words

[Version 1]

Hazel

[27-3-2018]



QNE
SOFTWARE

QNE TIPS

Product : QNE Optimum

Version: 1.00

Doc No : 1

Page No: 1 of 3

REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	Creation	Hazel	27-3-2018	Weina

Amendment Record



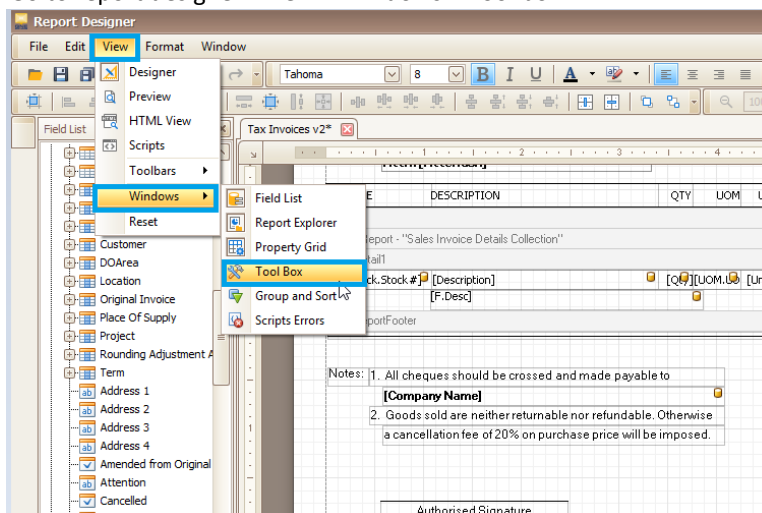
SCENARIO

How to customize report format if want to show amount in words (eg. Due Amount)

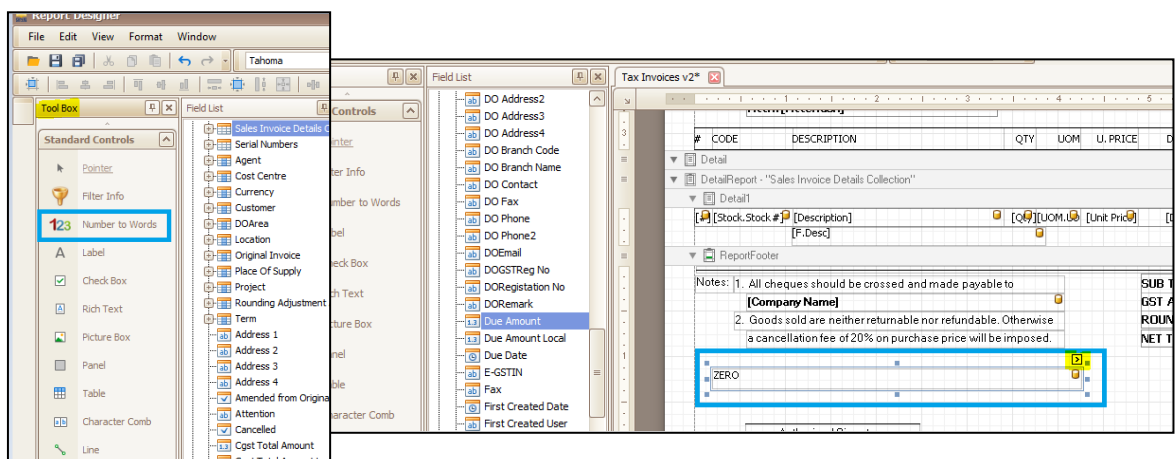
MALAYSIAN RINGGIT SIX THOUSAND FOUR HUNDRED EIGHTY SEVEN 8 CENTS TWENTY ONLY		SUB TOTAL	6,120.00
Notes: 1. All cheques should be crossed and made payable to SAMPLE TRADING (M) SDN. BHD. 2. Goods sold are neither returnable nor refundable. Otherwise a cancellation fee of 20% on purchase price will be imposed.		GST AMOUNT	367.20
		ROUNDING ADJ	0.00
		NET TOTAL	RM 6,487.20

SOLUTION

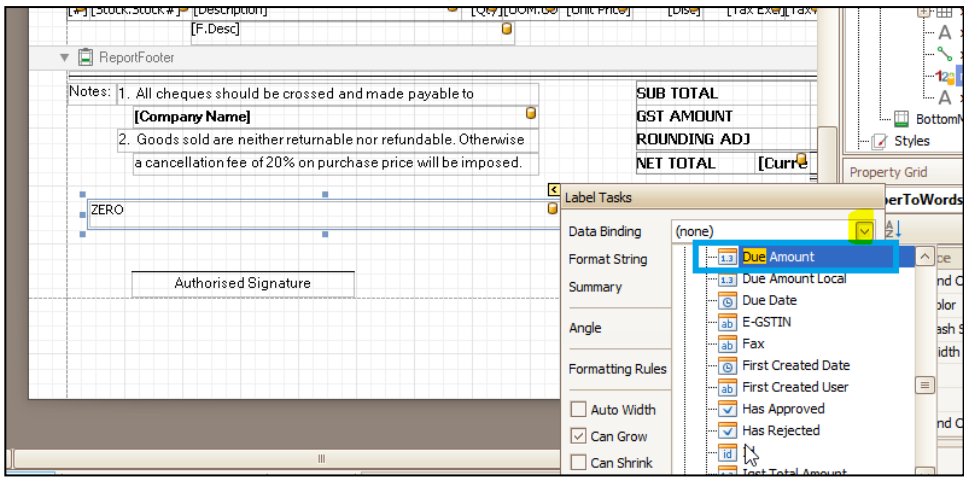
1. Go to report designer> View > Windows > Tool box



2. Pull out 'Numbers to Words' from tool box



3. Set Data Binding to ‘Due Amount’



Done 😊