



How to use Group Company Function?

[2021.1.0.3]

Amanda

[3/11/2021]



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Product : QNE Optimum

Version: 1.00

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REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	How to use Group Company Function?	Amanda Wong	3/11/2021	

Amendment Record



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SCENARIO

Scenario 1: Some Creditors would send Statement of Account to the Company's HQ but not the sub branches.

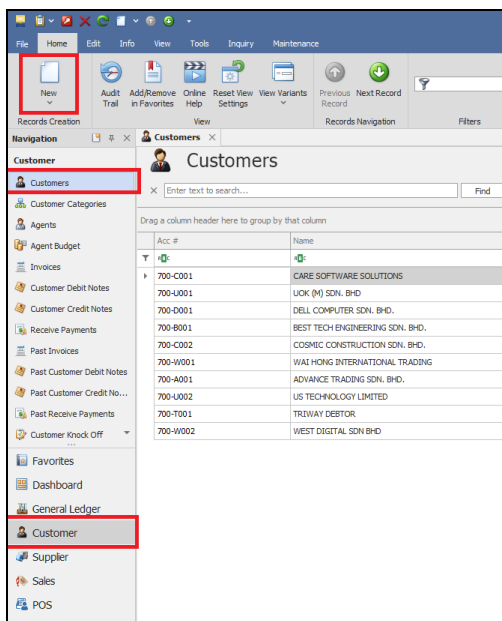
For instance, like large corporations who owns many sub branches all over Malaysia. Debtor would need to send many Statements of Account to each and every single branch which wouldn't be convenient for the debtors.

This function would assist to generate a summary report of all the sub companies under the grouped company.

Scenario 2: Company leaders would like to preview the summarized amount that their company have owed in an efficient way. User may preview the Statement of Account with this function so they would be able to know the total amount in a summarized report which have already includes all branches.

SOLUTION

Step 1: Go to Customer Module, click on customer and create New





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Step 2: Create Company A, and tick on “Group Company”

Customers

Customer Name: COMPANY A

Group Company: ☒ Group Company

Control Account: 700-0000

Customer #: -Auto Generate- Auto Code

Registration #:

Status: ACTIVE

Start Date: 05/11/2021

Category: USER

Group Company:

Sales Tax Reg No. Service Tax Reg No.

Details Picture Customer Price Others Member Delivery Addresses Notes Files

Homepage

Address

Address

Zip Code

Contact

Contact Person

Email

Phone #

Phone 2 #

Fax #

Fax 2 #

Sales Tax Exemption

No.

Expiry Date

Misc

Business Nature

Area

Term

C.O.D.

Agent

Price Group

Account Group

Currency

DM

Default Tax Code

Current Balance

Step 3: Create COMPANY B and COMPANY C, at Group Company column, select COMPANY A, then SAVE.

Customers

Customer Name: COMPANY B

Group Company: COMPANY A

Control Account: 700-0000

Customer #: 700-C004 Auto Code

Registration #:

Status: ACTIVE

Start Date: 05/11/2021

Category: USER

Group Company: 700-0000

Sales Tax Reg No. Service Tax Reg No.

Details Picture Customer Price Others Member Delivery Addresses Notes Files

Homepage

Address

Address

Zip Code

Contact

Contact Person

Email

Phone #

Phone 2 #

Fax #

Fax 2 #

Sales Tax Exemption

No.

Expiry Date

Misc

Business Nature

Area

Term

C.O.D.

Agent

Price Group

Account Group

Currency

DM

Default Tax Code

Current Balance

Customers

Customer Name: COMPANY C

Group Company: COMPANY A

Control Account: 700-0000

Customer #: 700-C004 Auto Code

Registration #:

Status: ACTIVE

Start Date: 05/11/2021

Category: USER

Group Company: 700-0000

Sales Tax Reg No. Service Tax Reg No.

Details Picture Customer Price Others Member Delivery Addresses Notes Files

Homepage

Address

Address

Zip Code

Contact

Contact Person

Email

Phone #

Phone 2 #

Fax #

Fax 2 #

Sales Tax Exemption

No.

Expiry Date

Misc

Business Nature

Area

Term

C.O.D.

Agent

Price Group

Account Group

Currency

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Default Tax Code

Current Balance



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Step 5: In Customer Module, click Invoice tab and create new.

The screenshot shows the QNE Software interface. The 'Invoices' form is open, and the 'New' button is highlighted in the top toolbar. The 'Customer' field is highlighted in the left sidebar. The form includes fields for Customer, Currency, Rate, Description, Doc Date, and JIV #. The 'Customer' field is highlighted in the left sidebar.

Step 6: Create Invoice for both COMPANY B and COMPANY C, then SAVE

The screenshot shows the QNE Software interface. The 'Invoices' form is open, and a customer selection dialog box is displayed. The 'Customer' field is highlighted in the left sidebar. The dialog box shows a list of customers, with 'COMPANY B' and 'COMPANY C' highlighted.

Customer #	Name
700-W001	WAI HONG INTERNATIONAL TRADING
700-U002	US TECHNOLOGY LIMITED
700-T001	TRIWAY DEBTOR
700-D001	DELL COMPUTER SDN. BHD.
700-C005	COMPANY C
700-C004	COMPANY B
700-C001	CARE SOFTWARE SOLUTIONS
700-B001	BEST TECH ENGINEERING SDN. BHD.



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Records Creation

Navigation: Save, Save and New, Preview and New, Print and New, Audit Trail, Online Help, Recent View Settings, View, View Variants, Print, Previous, Next Record, Search, Close

Customer

Customer Details

Customer: 700-C004, COMPANY B

Currency: RM, Rate: 1.00000000

Description: SALES, Agent

Doc Date: 05/11/2021, INV #: INV00023, Reference No:

Account: 600-0300, SALES - SOFTWARE, SALES, Amount: 10,000.00, Tax Code, Tax Rate: 0.00%

Account	Notes	File	Info
600-0300	SALES - SOFTWARE	SALES	Amount: 10,000.00, Tax Code, Tax Rate: 0.00%

Customer

Customer Details

Customer: 700-C005, COMPANY C

Currency: RM, Rate: 1.00000000

Description: SALES, Agent

Doc Date: 05/11/2021, INV #: INV00024, Reference No:

Account: 600-0210

Available records:

Customer #	Name
700-W002	WEST DIGITAL SDN BHD
700-W001	WAI HONG INTERNATIONAL TRADING
700-U002	US TECHNOLOGY LIMITED
700-T001	TRIWAY DEBTOR
700-D001	DELL COMPUTER SDN. BHD.
700-C005	COMPANY C
700-C004	COMPANY B
700-C001	CARE SOFTWARE SOLUTIONS

Records Creation

Navigation: Save, Save and New, Preview and New, Print and New, Audit Trail, Online Help, Recent View Settings, View, View Variants, Print, Previous, Next Record, Search, Close

Customer

Customer Details

Customer: 700-C005, COMPANY C

Currency: RM, Rate: 1.00000000

Description: SALES, Agent

Doc Date: 05/11/2021, INV #: INV00024, Reference No:

Account: 600-0210, ACC. DEPRN - COMPUTERS & SOFT, SALES, Amount: 5,000.00, Tax Code, Tax Rate: 0.00%

Account	Notes	File	Info
600-0210	ACC. DEPRN - COMPUTERS & SOFT	SALES	Amount: 5,000.00, Tax Code, Tax Rate: 0.00%



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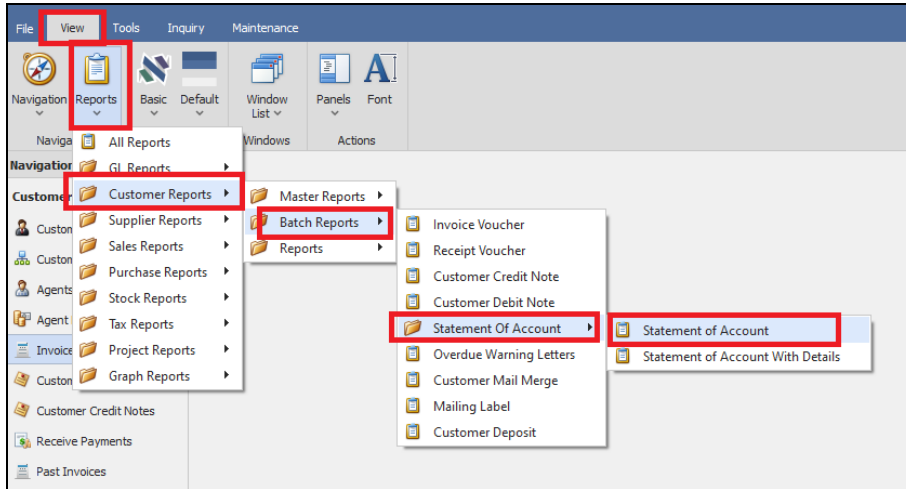
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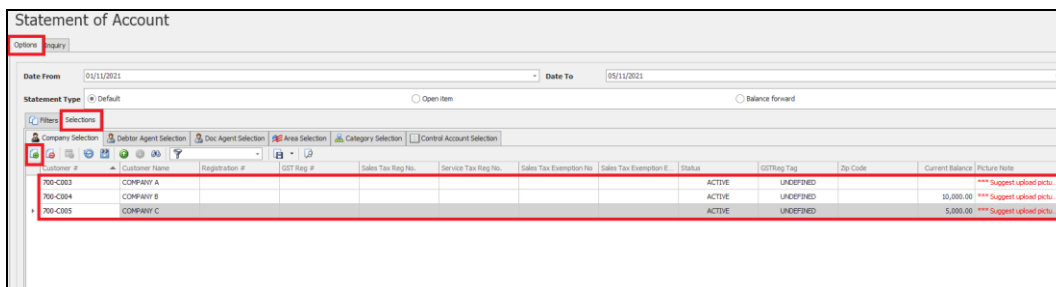
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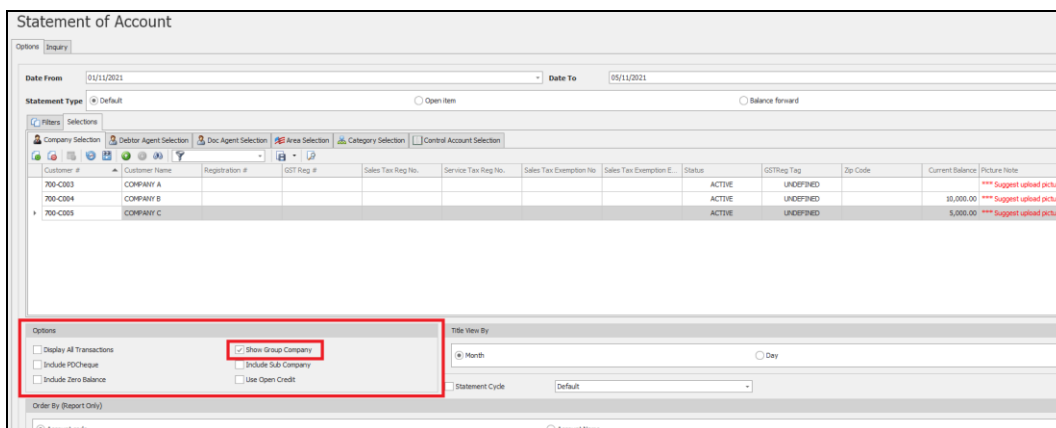
Step 7: To preview the report. Go to View tab > Customer Reports > Batch Reports > Statement Of Account > Statement of Account.




Step 8: Add the companies that you want to preview. In Option tab > Selection > Company Selection > click on add button




Step 9: In Options section, tick on “Show Group Company”.



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Results of filtering “Show Group Company”, the report will show a summary of both COMPANY B and COMPANY C invoices in one report.



SAMPLE TRADING (M) SDN. BHD.
4277 Reg No. 222954
 99, Jalan 101B, KL Business Centre, 50100 Kuala Lumpur, Malaysia.
 Tel : (603) 9133 8888 Fax :
 URL : www.sample-software.com Email : admin@sample-software.com

STATEMENT OF ACCOUNT
 As at 01/11/2021

COMPANY A

A/C CODE 790-C003
 TERMS C.O.D.
 PAGE 1 OF 1

DATE	REFERENCE	DESCRIPTION	DEBIT	CREDIT	BALANCE
01/11/2021	INV0002	SALES	10,000.00		10,000.00
01/11/2021	INV0004	SALES	5,000.00		15,000.00

Fifteen Thousand Only

Open Credit: 0.00

15,000.00

If user wants to have summary of COMPANY A which includes COMPANY B and COMPANY C meanwhile also want to generate individual report of both COMPANY B and COMPANY C.

In Option section, user would also need to tick on “Include Sub Company” as shown below.

Options

☐ Display All Transactions
☐ Include PDCheque
☐ Include Zero Balance

☒ Show Group Company
☒ Include Sub Company
☐ Use Open Credit

The report will be generated as the results shown below.

COMPANY A which includes COMPANY B and COMPANY C invoice shown in 1 report. System will also generate COMPANY B and COMPANY C individual report as shown below.

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STATEMENT OF ACCOUNT

As at 01/11/2021

COMPANY A

A/C CODE 790-C003
TERMS C.O.D.
PAGE 1 OF 1

DATE	REFERENCE	DESCRIPTION	DEBIT	CREDIT	BALANCE
01/11/2021	INV0002	SALES	10,000.00		10,000.00
01/11/2021	INV0004	SALES	5,000.00		15,000.00

Fifteen Thousand Only

Open Credit: 0.00

DATE	REF	DATE	DATE	DATE	DATE	DATE
Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22
10,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Nov 21	Apr 21	Nov 21	Feb 22	Mar 22	Apr 22	May 22
0.00	0.00	0.00	0.00	0.00	0.00	0.00

WE SHALL BE RESPONSIBLE TO YOU UP TO THE EXTENT OF OUR LIABILITY AS FAR AS POSSIBLE.
ANY DISCREPANCY IN THIS STATEMENT PLEASE INFORM US IN WRITING WITHIN 10 DAYS.

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Tel : (603) 9133 8888 Fax :
URL : www.sample-software.com Email : admin@sample-software.com

STATEMENT OF ACCOUNT

As at 01/11/2021

COMPANY B

A/C CODE 790-C004
TERMS C.O.D.
PAGE 1 OF 1

DATE	REFERENCE	DESCRIPTION	DEBIT	CREDIT	BALANCE
01/11/2021	INV0002	SALES	10,000.00		10,000.00

Fifteen Thousand Thousand Only

Open Credit: 0.00

DATE	REF	DATE	DATE	DATE	DATE	DATE
Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22
10,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Nov 21	Apr 21	Nov 21	Feb 22	Mar 22	Apr 22	May 22
0.00	0.00	0.00	0.00	0.00	0.00	0.00

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URL : www.sample-software.com Email : admin@sample-software.com

STATEMENT OF ACCOUNT

As at 01/11/2021

COMPANY C

A/C CODE 790-C005
TERMS C.O.D.
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DATE	REFERENCE	DESCRIPTION	DEBIT	CREDIT	BALANCE
01/11/2021	INV0004	SALES	5,000.00		5,000.00

Fifteen Thousand Thousand Only

Open Credit: 0.00

DATE	REF	DATE	DATE	DATE	DATE	DATE
Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22
5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Nov 21	Apr 21	Nov 21	Feb 22	Mar 22	Apr 22	May 22
0.00	0.00	0.00	0.00	0.00	0.00	0.00

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