



How to select multiple running number for transaction

Overview:

Number series is used to have a multiple kinds of document numbering depending on its use. In QNE AI Cloud Accounting, we call it "Running Number". It will allow the user to use the latest document number upon creating a transaction.

1st - Click Company > Expand Maintenance > Click Running Numbers > Press Add

The screenshot shows the 'Running Numbers' management interface. The left sidebar contains a navigation menu with 'Company' expanded, showing 'Company Profile', 'Maintenance', 'Currencies', 'Terms', 'Areas', 'Running Numbers', 'Default Accounts', 'Projects', and 'Tools'. The 'Running Numbers' section is highlighted. The main area displays a table of running numbers with columns for checkboxes, Type, Format, Default, and Frequency. The 'Add' button in the top right corner is highlighted with a red box, and a red arrow points from it to the 'Running Numbers' section in the sidebar.

<input type="checkbox"/>	Type	Format	Default	Frequency
<input type="checkbox"/>	AP	AAA-B(n3)	Default	No Reset
<input type="checkbox"/>	AR	AAA-B(n3)	Default	No Reset
<input type="checkbox"/>	BIL	BILyy((mm)/n3)	Default	Reset Monthly
<input type="checkbox"/>	BIR	BIRINFO-(n5)	Default	No Reset
<input type="checkbox"/>	CCN	CCNyy((mm)/n3)	Default	Reset Monthly
<input type="checkbox"/>	CDN	CDNyy((mm)/n3)	Default	Reset Monthly
<input type="checkbox"/>	CN	CNyy((mm)/n3)	Default	Reset Monthly
<input type="checkbox"/>	CP	CPyy((mm)/n3)	Default	Reset Monthly
<input type="checkbox"/>	CRF	CRFyy((mm)/n3)	Default	Reset Monthly
<input type="checkbox"/>	CS	CSyy((mm)/n3)	Default	Reset Monthly

2nd - After Press Add > Below Screen will prompt below Screen

insert Details below, for NEW OR Running Number, then Press Submit

Running Numbers

Running Numbers

Notes

Type

OR

* Format

NEW{OR{yy}{mm}}/{n3}

Sample

NEWOR2404/001

Start Sequence

1

Space Holder

0

Frequency

Reset Monthly

Date Type

Transaction Date

Default

Cancel

Submit

Note: User allow to Press Notes for Explanation .

Running Numbers

Notes

Format : 'f' is a Char to use as start and end Replaceable Variable. Which means it should start with 'f' and end with 'f'.

Variable (Date)

(d) = Day (1, 2, 3, ... 31)

(dd) = Day (01, 02, 03, ... 31)

(m) = Month (1, 2, 3... 12)

(mm) = Month (01, 02, 03, ... 12)

(yy) = Year (99, 00, 01, ... 98)

(yyyy) = Year (1999, 2000, 2001, ... 2098)

Variable (Running Number/Sequence)

(nb) = Next Number

'b' is a number that fixed the length of the running number, this variable must begin with 'n'.

Take note that the number part must be the ending part of the format. Example: INV-{n5}.

eg:

(n3) = 001, 002 ... 999

(n4) = 0001, 0002 ... 9999

(n5) = 00001, 00002 ... 99999

Start Sequence :- Generates the series starting with the specified value. If the value defined is already used, the following number will be taken as the next running number. Set the value to "0" to avoid sequence gap or start the series with 1.

Space Holder :- The character that will be used as a place holder.

3rd - and Now i have multiple OR Running Number Set

Running Numbers

OR

Q

Add

Delete

Reload

<input type="checkbox"/>	Type	Format	Default	Frequency
<input type="checkbox"/>	OR	OR{yy}{mm}/{n3}	Default	Reset Monthly
<input type="checkbox"/>	OR	NEWOR{yy}{mm}/{n3}		No Reset

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In Transaction Screen user are require to manual change the running number set by pressing dropdown button of running number

Home / GL / Receipt Vouchers / <---New--->

Receipt Voucher

Cancel

Save

Save & New

OR2404/003

OR{yy}{mm}/{n3}

NEWOR{yy}{mm}/{n3}

Receive From

Date

17/04/2024

Currency Rate

MYR

1.000000

Deposit To

MAYBANK

Cheque/Ref No.

Bank Charges (Local Amt.)

Description

Project

Tax Inclusive

Details

Notes

Others

#	Account	Account Name	Description	Ref No.	Amount	Project	Tax
+							
+							

