

# Table of Content

<b>Introduction</b>	<b>2</b>
<b>1. Bank &amp; Accounts</b>	<b>2</b>
<b>2. Currency Configuration</b>	<b>4</b>
<b>3. Open Accounting Periods</b>	<b>6</b>
<b>4. Taxation</b>	<b>8</b>
<b>5. Charges</b>	<b>10</b>

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## Introduction

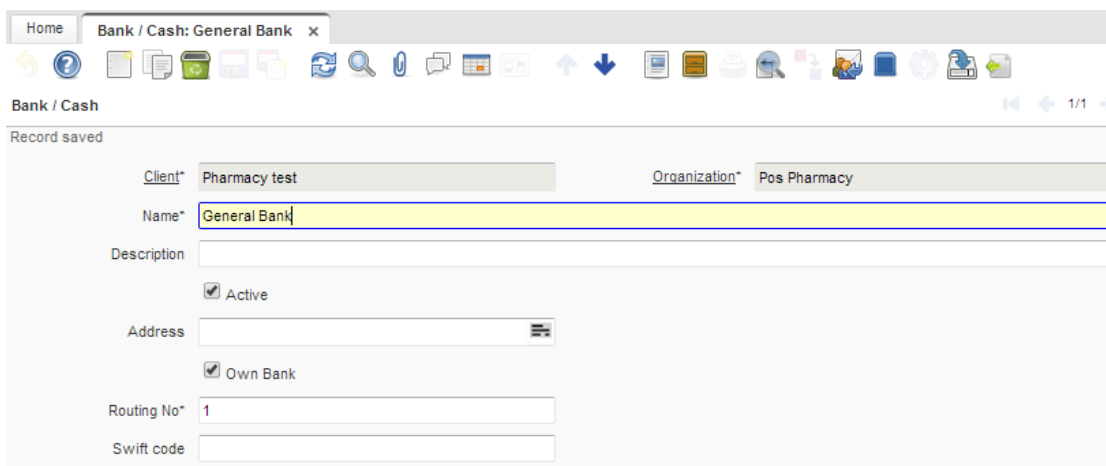
These are the basic/essential items (configuration) that you need to define to manage your financial processes, please go step by step creating one item at minimum per section depending on your business requirements

**Note:** As Indicated during previous lessons, please notice this is a simplified approach for agile business, for complete/complex environments we suggest to hire some of the Idempire consultants of your preference close to your location or focussed in your industry

## 1. Bank & Accounts

### System Admin – Organization Rules – Bank

Define the bank (Mandatory) and at least one account for each warehouse/POS.



Home Bank / Cash: General Bank x

Bank / Cash 1/1

Record saved

Client\* Pharmacy test Organization\* Pos Pharmacy

Name\* General Bank

Description

Active

Address

Own Bank

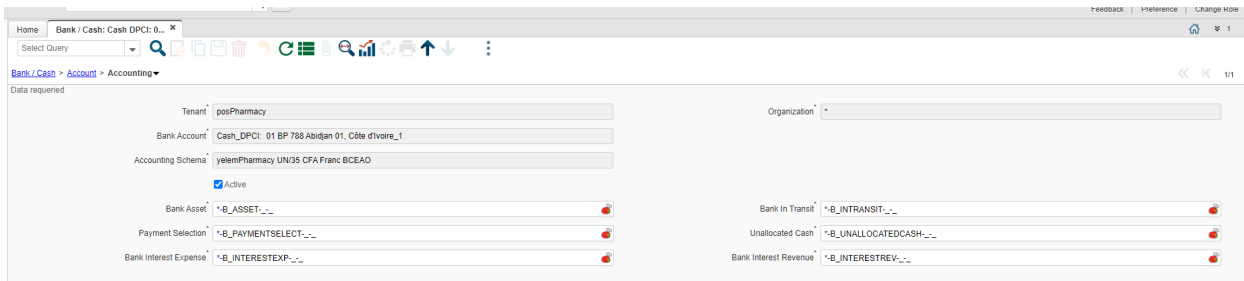
Routing No\* 1

Swift code

- Enter the bank name into the Bank tab. Feel free to set up multiple bank name records here.
- Enter your bank account into the Account tab. Here, you can save more than one bank account.

- Set your bank account document. In this record, you will define the standard printing document for cash, a bank check, and other payment document rules. You could also set up many bank account documents.
- With the selected bank account, you can open the Accounting tab to check your accounting configuration.

With your bank account number, you can examine its accounting configuration in the Accounting tab. There is a list of default accounts that will be used for this bank account.



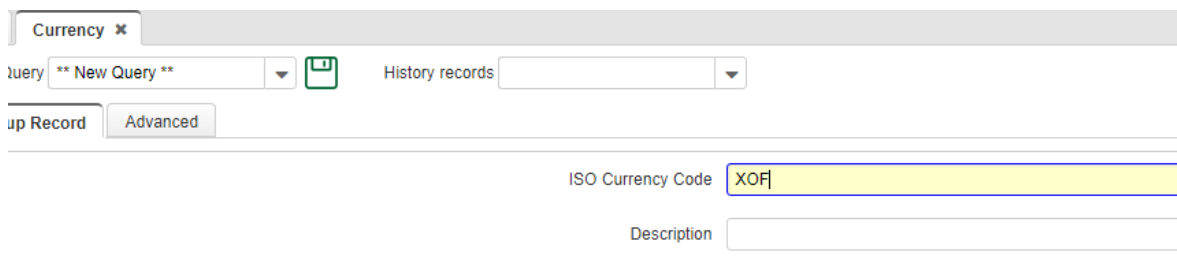
The screenshot shows the 'Accounting' configuration page for a bank account. The page includes the following fields and options:

- Tenant:** posPharmacy
- Bank Account:** Cash\_DPCC: 01 BP 788 Abidjan 01, Côte d'Ivoire\_1
- Accounting Schema:** yelemPharmacy UN35 CFA Franc BCEAO
- Active:**
- Bank Asset:** ^\_B\_ASSET\_...\_
- Payment Selection:** ^\_B\_PAYMENTSELECT\_...\_
- Bank Interest Expense:** ^\_B\_INTERESTEXP\_...\_
- Organization:** (empty field)
- Bank In Transit:** ^\_B\_INTRANSIT\_...\_
- Unallocated Cash:** ^\_B\_UNALLOCATEDCASH\_...\_
- Bank Interest Revenue:** ^\_B\_INTERESTREV\_...\_

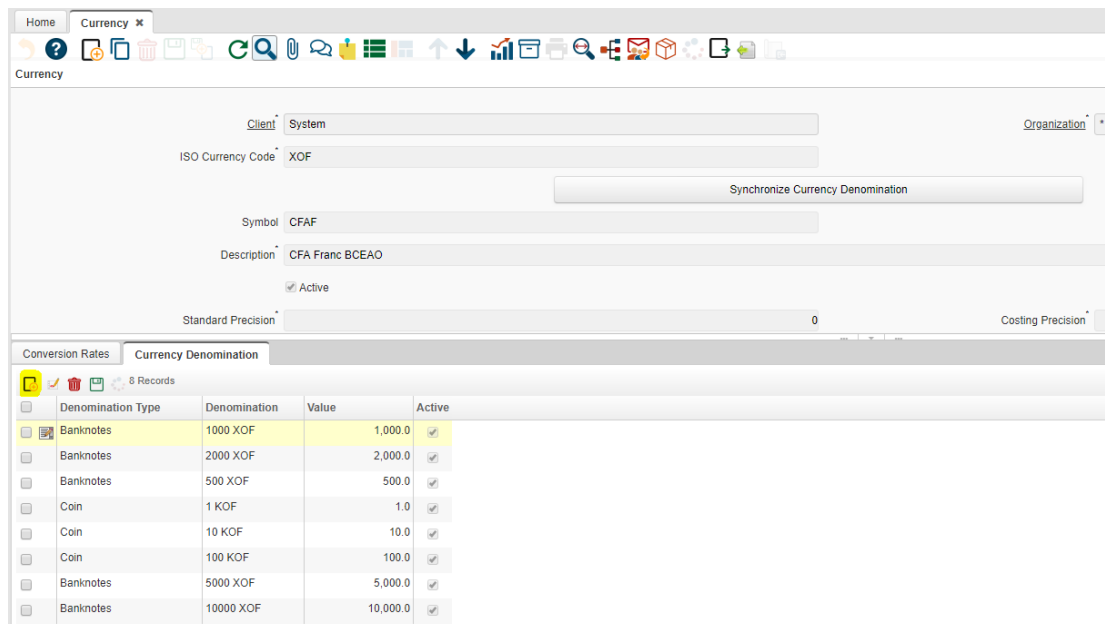
## 2. Currency Configuration

An addition to the close cash process is to ask the cashier the number of bills and coins received every day, prior to proceeding with the closing cash process.

Before proceeding with closing cash you need to create the currency denominations, this can be done in the window 'Currency':



Look up your currency, in this case XOF:



Denomination Type	Denomination	Value	Active
Banknotes	1000 XOF	1,000.0	<input checked="" type="checkbox"/>
Banknotes	2000 XOF	2,000.0	<input checked="" type="checkbox"/>
Banknotes	500 XOF	500.0	<input checked="" type="checkbox"/>
Coin	1 KOF	1.0	<input checked="" type="checkbox"/>
Coin	10 KOF	10.0	<input checked="" type="checkbox"/>
Coin	100 KOF	100.0	<input checked="" type="checkbox"/>
Banknotes	5000 XOF	5,000.0	<input checked="" type="checkbox"/>
Banknotes	10000 XOF	10,000.0	<input checked="" type="checkbox"/>

On the Currency Denomination TAB you can create all the Banknotes (Bills) and Coins with their respective value, once these Denominations have been created, lets click on the button on the top part of the screen:

Synchronize Currency Denomination

This button will synchronize these values into the prepare close cash process, after clicking, you will see the following fields on the previous on the Prepare Close Cash Process TAB:

Home Currency x Prepare Close Cash x

Do you want to start the Process?

CloseCashType Partial

Date 12/11/2018

1 KOF

10 KOF

100 KOF

500 XOF

1000 XOF

2000 XOF

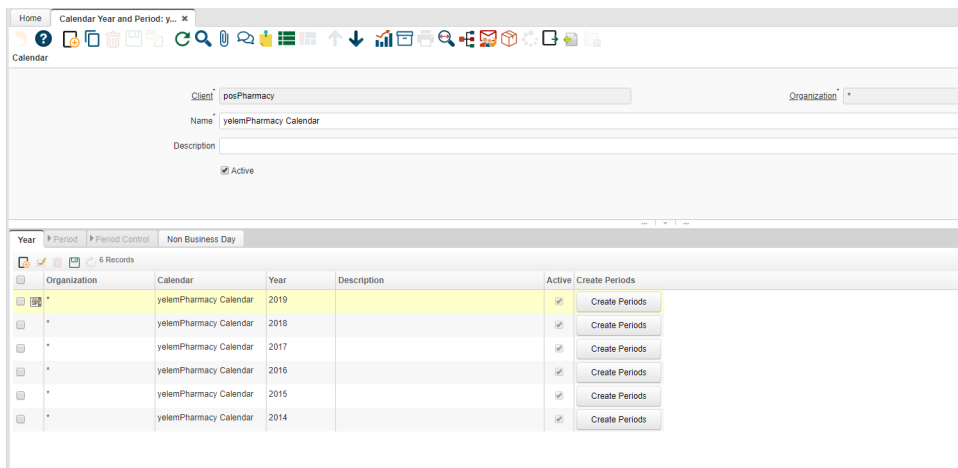
5000 XOF

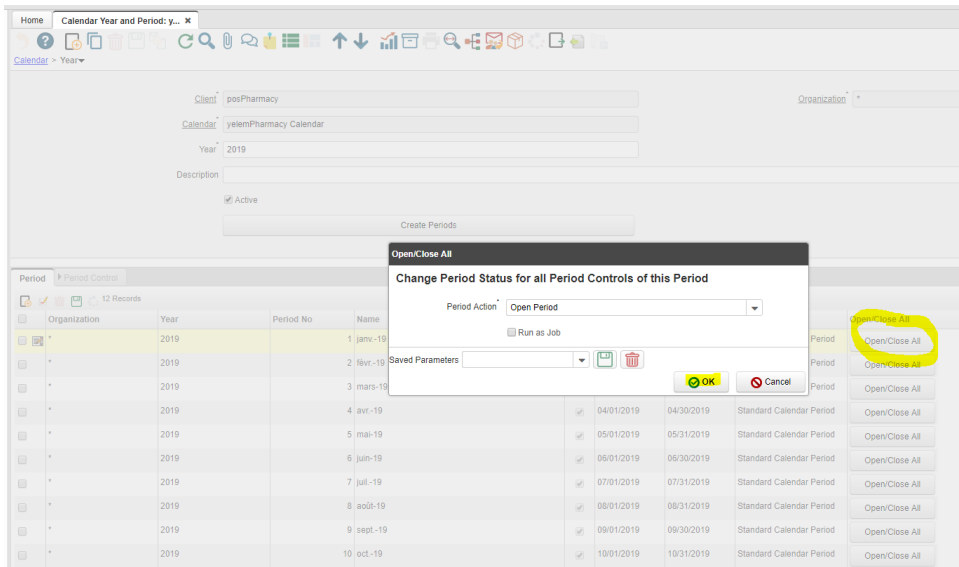
10000 XOF

Run as Job

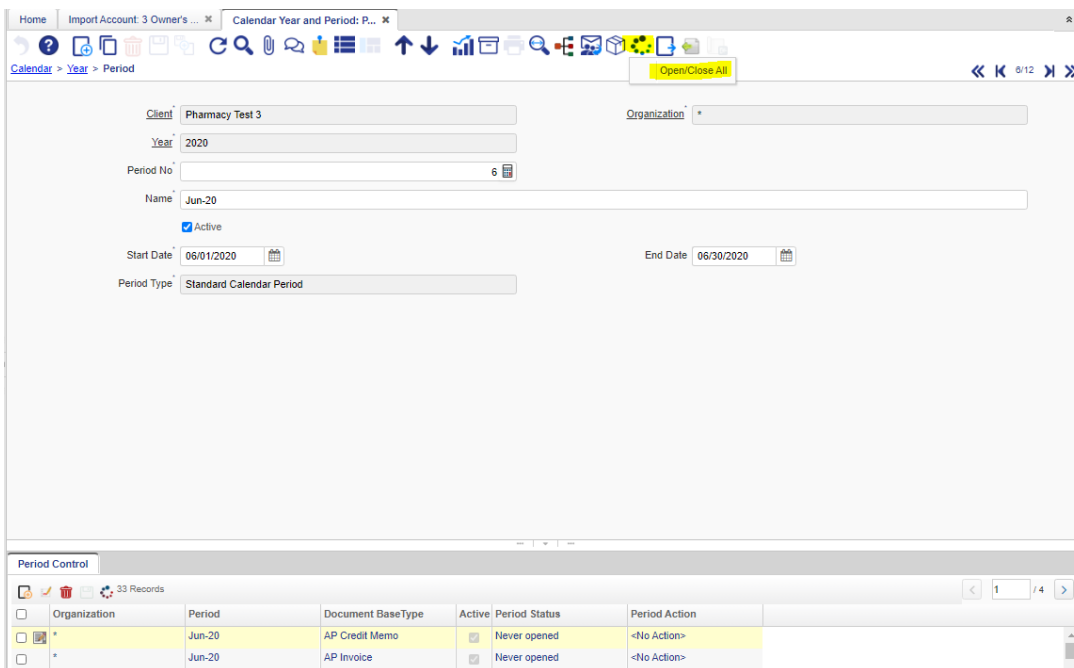
### 3. Open Accounting Periods

Before starting to create POS transactions between your POS (Point of Sale) and the ERP you need to open the current accounting period, login with an Admin role, and go to the window: Calendar, year, period, choose your current year tab, next your desired month (period to open), and push the open/close ALL.



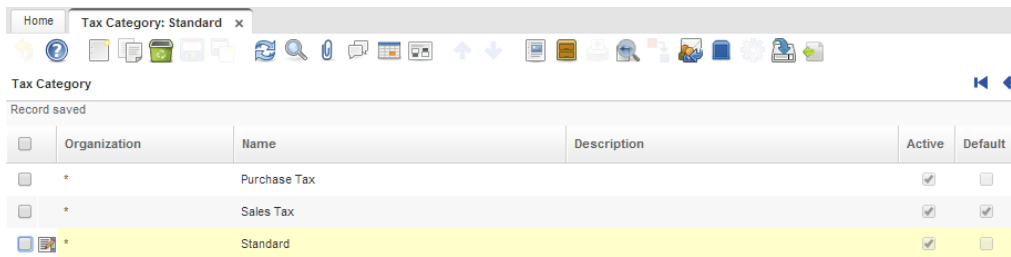


The Open/Close All function can be found in the process button.



## 4. Taxation

Creating a tax category for Purchases, Sales and Standard is recommended, which is the default in the case of products which have no tax.



Home Tax Category: Standard x

Tax Category

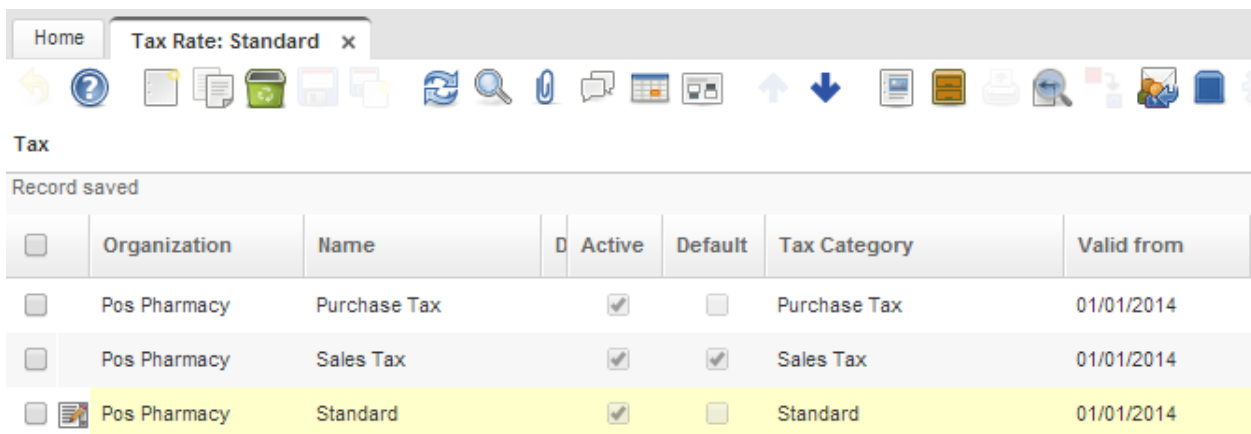
Record saved

<input type="checkbox"/>	Organization	Name	Description	Active	Default
<input type="checkbox"/>	*	Purchase Tax		<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	*	Sales Tax		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	*	Standard		<input checked="" type="checkbox"/>	<input type="checkbox"/>

### Performance Analysis – Accounting Rules - TAX CATEGORY

**TAX RATE NOTE:** Define just one tax rate for each tax category given that the SmartPOS supports just one per product

### Performance Analysis – Accounting Rules - TAX Rate



Home Tax Rate: Standard x

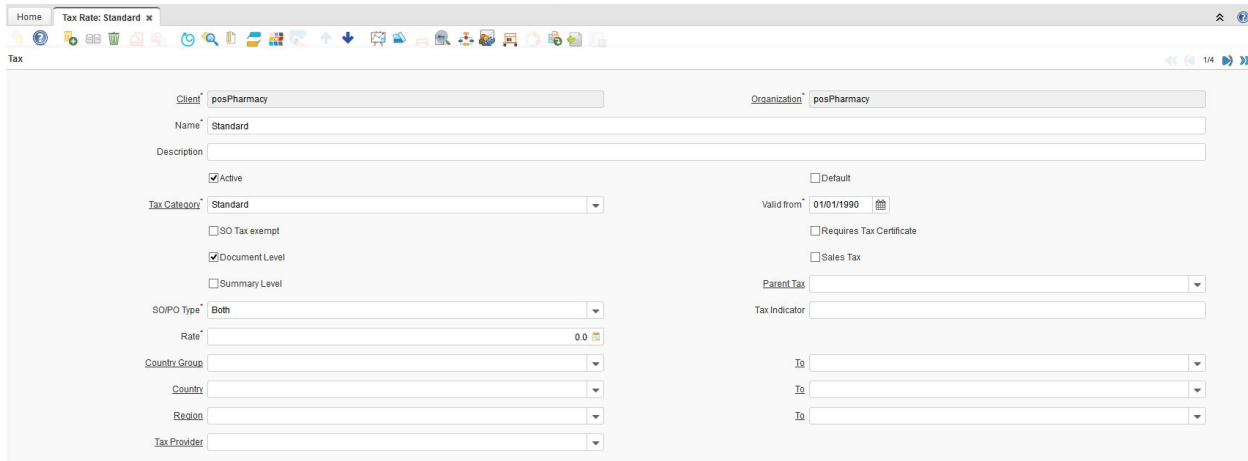
Tax

Record saved

<input type="checkbox"/>	Organization	Name	D	Active	Default	Tax Category	Valid from
<input type="checkbox"/>	Pos Pharmacy	Purchase Tax		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Purchase Tax	01/01/2014
<input type="checkbox"/>	Pos Pharmacy	Sales Tax		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Sales Tax	01/01/2014
<input checked="" type="checkbox"/>	Pos Pharmacy	Standard		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Standard	01/01/2014

Contains the field **Country group**





Each product is assigned the category of tax to which it belongs

### *Global Tax Configuration Just For POS Transactions*

\*This Parameter is Defined in the Organization Window- POS Configuration TAB

Some countries require a unique TAX for POS transactions, this be control configured in the organization variable: POS TAX: Check if the POS tax always applies.

- Checked. It will take the tax category id from the : TAX DISCOUNT organization variable
- Unchecked. It will take the tax category from the normal tax category of the ERP

## 5. Charges

Performance Analysis – Accounting Rules – Charge

Charges: Create a type of charge, for tips and insurance coverage charges to be generated in the POS

Home Charge: Tips Service x

Charge

Record saved

<input type="checkbox"/>	Organization	Name	Description	Active	Charge amount	Tax Category
<input type="checkbox"/>	Pos Pharmacy	Insurance coverage	Insurance coverage	<input checked="" type="checkbox"/>	0.00	Standard
<input checked="" type="checkbox"/>	Pos Pharmacy	Tips Service	Tips Service	<input checked="" type="checkbox"/>	0.00	Sales Tax

Index: <http://www.smartjsp.com/web/en/idempiereFirstSteps>