General Flow on Purchase Process 購貨流程 :-

C4
[Classic P. O.]

[格式訂貨單]

Input Purchase directly

直接在 C6 輸入購貨資

C6
[Supplier Invoice]

[供應商發票]

C7
[Payment to Supplier]

[付款予供應商發
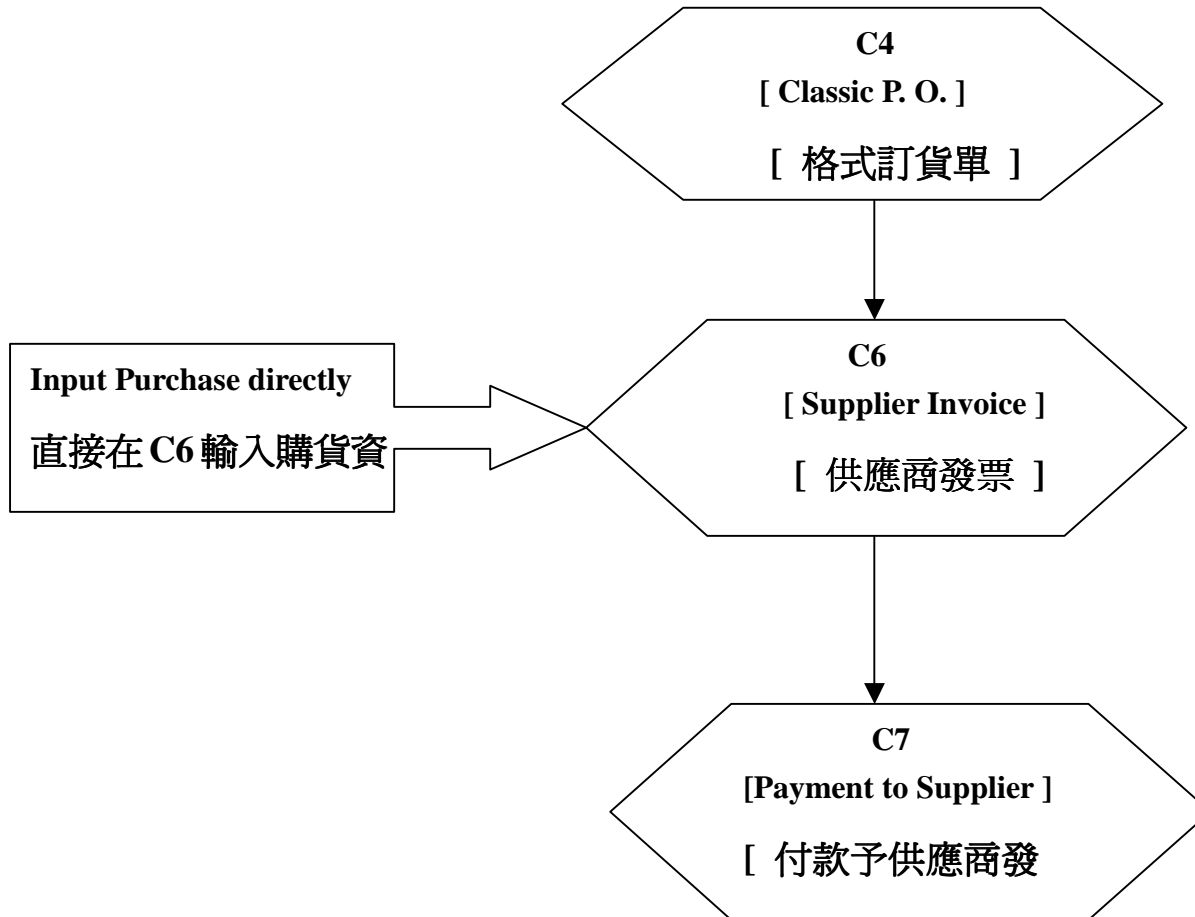
Reporting – Account Payable Section 應付帳報表 :-

FUNCTIONS 功能選項	RELATIVE REPORTS 相關報表	AUTO GENERATE ENTRIES 系統自動建立交易
C4 [Classic P. O.] C4 [格式訂貨單]	C8 [P.O. Listing] [訂貨單列表] – Check for all issued P.O. by Date / Vendor C9 [P.O. Outstanding Report] [訂貨單餘數列表] – Check for all Issued P.O. with O/S Qty.	NIL 沒有任何記錄建立
C6 [Supplier Invoice] C6 [供應商發票]	C11 [Purchase Turnover Report] [購貨額報告] - Check for all issued P.O. by Item / Date D9 [Print Bin Balance Report][倉存數量報告] - Check for Stock In / Out Record by Warehouse / Items / Date	A4 [Journal] [日記帳] - Dr. Purchase / Cr. Supplier D3 [Stock Transaction] [貨品交易] - Increase Stock Quantity
C7 [Payment to Supplier] C7 [付款予供應商發票]	C7 [Payment to Supplier] [付款予供應商發票] - Check for payment in details C12 [Supplier Aging Reporting] [供應商帳期分析] – Check for outstanding balance C10 [Supplier Statement] [供應商月結單] – Allow Suppliers to check their invoice transaction in details	A4 [Journal] [日記帳] - Dr. Supplier / Cr. Bank