

Software Giant Ltd



General Accounting and Reporting System (GARS)

FM software

User - Manual (Debit Voucher-Package Selection)

October/2024

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Login Link

Use (Chrome or Mozilla Firefox or Microsoft edge and opera mini) (*not Internet Explorer*) to log onto the accounting system.

Use the following URL Link:

<https://lgcrrp.sglglobalsoft.com/>



User Login

First search googles software link URL than Click on Log In

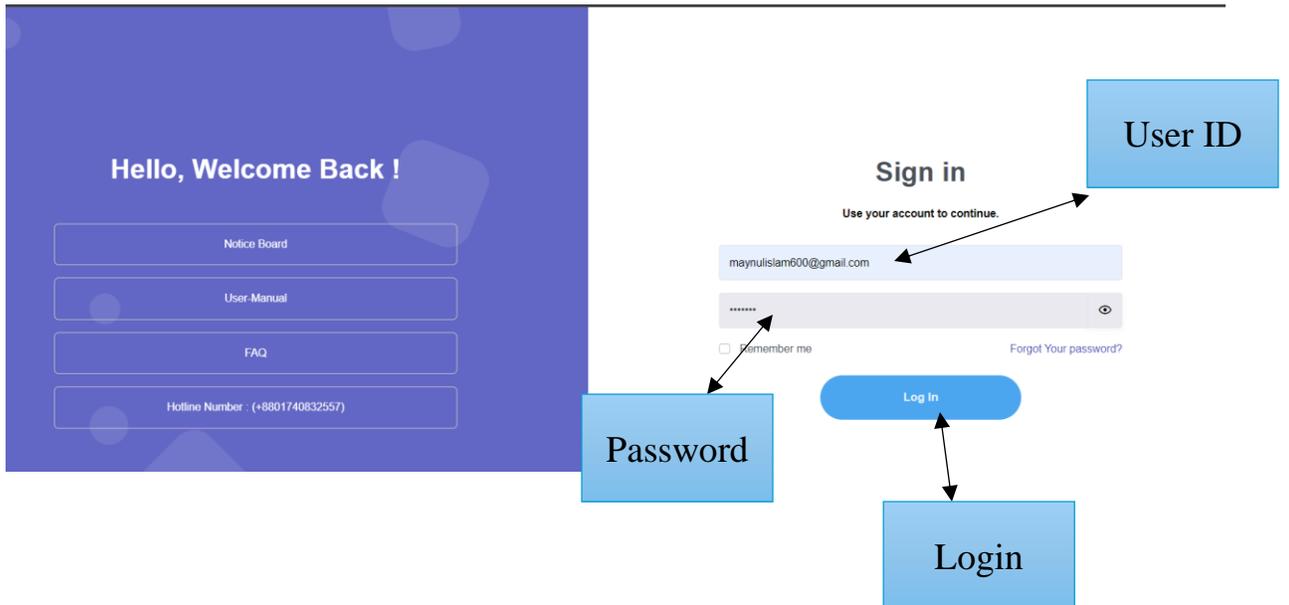


Enter the user's name means email id on the first line and password on the 2nd line.

Click on "Remember My Sign-In" box if you want Chrome to save your logon user name.

The first time that you log on - Chrome will ask if you want your password information saved. Answer 'Yes' if you want your password to be saved so you do not have to enter the password each time you log on.

Note: Each user is responsible for remembering their password.



Debit Voucher Package Selection Process

Debit Voucher Package Selection

Go to voucher on the list then click , **Debit Voucher Package Selection Entry**, and select informant

Voucher

Voucher List

05/01/2023

10/28/2024

Filter

Click Voucher Package Selection Menu

Select Voucher From Date

Select Voucher To Date

Click Filter

Click Edit

Voucher Number	Component	Cost Category	Bank Account	Advance	Created By	Creator Branch	Action
DV 2/Godagari/Rajshahi/24-25	Component 1: COVID-19 Response Grants	Category (1) Covid-19 Response Grants	Janata Bank Limited,Godagari Municipality,IDA-RPA	No	helalacgp@gmail.com	Godagari Municipality	Edit

Click Edit

Select Package No

Package No (from group):

Select Package

Update

Click Update

Voucher Number *: DV17/Godagari-Rajshahi/23-24

Date *: 02/22/2024

Package number: Select Package number

Procurement Method (Type): Select Procurement Method

Parties: N/A

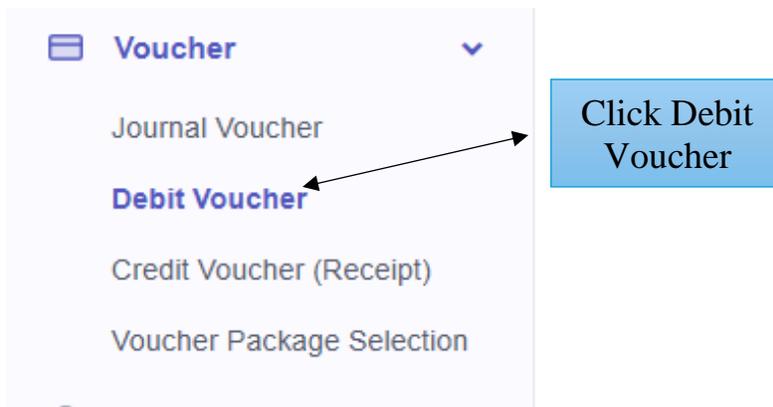
Fiscal Period: 8 February 2023-2024

Components: Component 1: COVID-19 Response Grants

Cost Category: Category (1) Covid-19 Response Grants

Debit Voucher Entry Process

Go to voucher on the list then click , **Debit Voucher**, and select informant



Debit Voucher Entry Example

A screenshot of the 'Debit Voucher' entry form. The form has a breadcrumb 'Voucher > Debit Voucher' and a title 'Debit Voucher'. Below the title are several dropdown menus: 'Select Optic', 'Select Branch', 'Select Fund', 'Select F', 'Select Tr', and a 'Filter' button. There is also a 'Show' dropdown set to '10' and a 'Search:' field. The form contains several input fields and dropdown menus, each with a blue callout box and a red box around it:

- Voucher Number *:** A red box highlights the input field containing 'DV 2/Godagari/Rajashai/24-25-1'. A blue callout box labeled 'Right Voucher Number' points to it.
- Date *:** A red box highlights the date input field containing '10/28/2024'. A blue callout box labeled 'Date Select' points to it.
- Package No (from Igcrp):** A red box highlights the dropdown menu containing 'LGCRRP/Godagari/2022-23/W-01'. A blue callout box labeled 'Package No Add' points to it.
- Add Debit Voucher:** A red box highlights a blue button labeled 'Add Debit Voucher'. A blue callout box labeled 'Click Add New Debit Voucher' points to it.

Other fields in the form include: 'Package number:' (dropdown), 'Procurement Method (Type):' (dropdown), 'Parties:' (dropdown), 'Fiscal Period*:' (dropdown), 'Components:' (dropdown), 'Cost Category:' (dropdown), 'Bank Account:' (dropdown), 'Cash Account:' (dropdown), 'Fund Type:' (dropdown), 'Funding Source *:' (dropdown), 'Tranche:' (dropdown), 'Scheme:' (dropdown), 'Invoice Amount:' (input), and 'Invoice No.:' (input).

Economic Code:

Select Economic Code

Amount:

Cheque No:

Cheque No

Type:

Debit Credit

Percentage:

100 %

+ Add

Economic Code	Economic Code Name	Cheque No	Dr Amount	Cr Amount	Remove
4211101	Covid Response Grant: Pourashava	99656	1,000.00	-	Remove
4211101	Covid Response Grant: Pourashava	99657	500.00	-	Remove
4211101	Covid Response Grant: Pourashava	99658	400.00	-	Remove
0100236982402	Janata Bank Limited -Godagari Municipality-0100236982402		-	1,900.00	Remove
			Dr Amount: 1,900.00	Cr Amount: 1,900.00	Dr-Cr Amount: 0.00

Tax Percentage:

7 %

Tax Amount:

400

Tax Challan No:

2324-0000087

VDS Percentage:

7.5 %

VDS Amount:

500

VDS Challan No:

2324-0000097

Others Amount Percentage:

%

Others Amount:

Description:

Being the amount paid

Upload Attachments:

Choose Files No file chosen

Save Save & Repeat