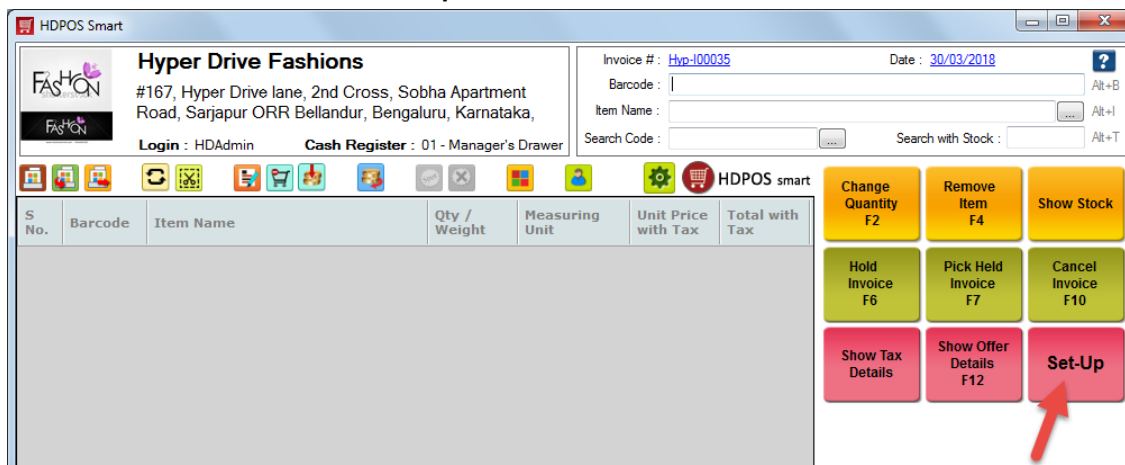




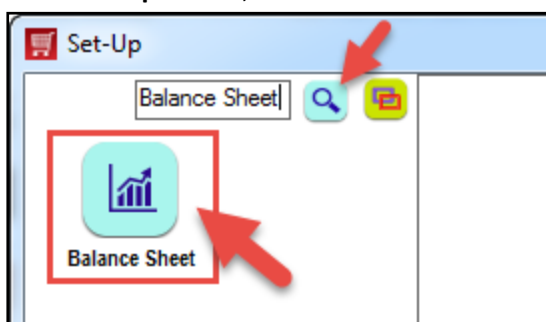
How to check Balance Sheet drill down in HDPOS smart?

To check the Balance Sheet drill down in HDPOS smart, follow the steps below:

1. Run **HDPOS smart** and click on **Set-Up**.



2. From **Set-Up** screen, search for **Balance sheet** from the **Search** icon. Click on **Balance Sheet**.



3. You will see Manage Balance Sheet screen.

- Select **Balance Sheet** radio button.
- **Select Company** for which you want to see the Balance Sheet drill down.
- **From date** always starts from financial start date, **To date** select as required.
- If you want to give time range also, check the **checkbox Time Range** and enter time also beside date.
- You can check the check box **Use FIFO to Get Stock Value** it helps to get the stock value based on **First in First Out** manner.
E.g. If an item X of Qty: 2 is first purchased at a price of Rs. 100 and the second purchase of item X of Qty: 1 is done at Rs. 110.
If the **check box is checked** then the total stock value will be calculated as $(2*100) + (1*110)$, If **not checked** then the total will be $(3*110)$ it will take the last purchase price.
- Click on **View Details** button.
- You will see the details of Balance Sheet account as shown below.





- The Balance Sheet drill down gives all Account Groups details in a financial year or selected date range.
- The Balance Sheet drill down gives all accounts' **credit and debit details**.
On the left hand side--- you can see all **Liabilities** related amounts and
On the right hand side---you can see all **Assets** related amounts.
- You can see at the bottom of the screen, the statement of Balance Sheet is balanced with same Totals on right hand side and left hand side.

- If the check box **Show Closing Stock** is checked. **Show Closing Stock** then
On the left hand side--- you can see all **Liabilities and Assets** related amounts and
On the right hand side---you can see the **Closing Stock** value

Name	Amount	Name	Amount
Current Liabilities	9,96,365.29	Closing Stock	18,51,581.58
Current Assets	2,17,384.61		
Profit & Loss A/c	1,04,575.68		
Diff. in Opening Balances :		Diff. in Opening Balances :	
Total :		Total :	
	5,33,256.00		0.00
	18,51,581.58		18,51,581.58

- By default , in HDPOS smart the **Account Groups** that come under '**Balance Sheet**' Account Type are as follows:





- **Current Assets:** Assets refer to Bank Accounts, Cash-in-hand, Sundry Debtors (Customer Accounts), Loans & Advances accounts and Closing Stock.
- **Profit and Loss Account:** Profit and loss refers to the profit or loss earned as per the profit and loss report.
- **Current Liabilities:** This refers to Sundry Creditors (Supplier Accounts), Duties & Taxes and Current Liabilities (Provisions accounts).
- **Difference in Opening balance:** Difference in Opening balance will come if you have given any opening balance (i.e. opening stock for an item or opening balance for an account).
- **Closing Stock:** Closing stock is the value of goods unsold at the end of the accounting period or the date range selected. Here the goods unsold will be multiplied with its purchase value to arrive at the closing stock value. Here is an e.g. of how your closing stock value is arrived at. Assume your purchases are as follows.

If Use FIFO To Get Stock Value checkbox is checked:

	Item purchased	Qty	Purchase Price	Qty. sold	Bal. Stock	Closing Stock Bal. qty * price
Day 1	Item 1	5	10	5	0	0
Day 2	Item 1	10	12	4	6	72
Day 3	Item 1	5	11		5	55
Closing Stock						127

If Use FIFO To Get Stock Value checkbox is unchecked.

	Item purchased	Qty	Purchase Price	Qty. sold	Bal. Stock
Day 1	Item 1	5	10	5	0
Day 2	Item 1	10	12	4	6
Day 3	Item 1	5	11		5
Total Bal. Stock					11
Closing Stock = (Total Bal. Stock) * (Last Purchase Price) = 11 * 11 => 121					

5. By default, in HDPOS smart the accounts that come under 'Balance Sheet' Account Type are as follows:

- All Employees' Accounts
- All Customers' Accounts
- All Suppliers' Accounts
- All Bank Accounts
- Tax Expense Accounts
- Tax Payable Accounts
- Petty Cash Account
- Credit Card Accounts
- Food Coupon Accounts
- Gift Card Accounts
- Store Credit Accounts





- Whenever transactions reflect the above accounts, the respective **Account Groups** will be displayed in the **Balance Sheet Drill down** Statement.

Current Assets: Following account groups and accounts come under Current Assets:

Account Group	Account Name
Bank Accounts	All Bank Accounts & Credit Card Account
Cash-in-Hand	Petty Cash Account
Sundry Debtors	All Customers' Accounts
Loans & Advances	Loans & Advances Account

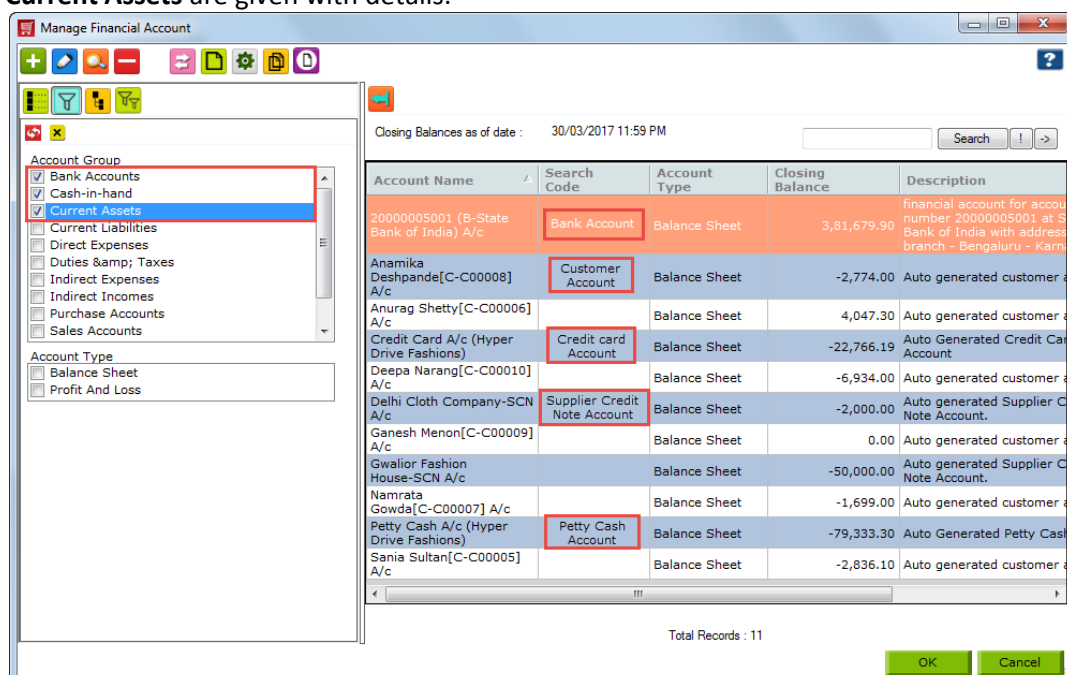
Current Liabilities: Following account groups and accounts come under Current Liabilities:

Account Group	Account Name
Sundry Creditors	All Suppliers' Accounts
Duties & Taxes	All Tax Expense Accounts
Current Liabilities	All Employees' Accounts, All Tax Payable Accounts, Food Coupon Accounts and Store Credit Accounts


Profit and Loss A/c: Following account groups and accounts come under Profit and Loss A/c:

Account Group	Account Name
Direct Expenses	Credit Card Commission Expense A/c
Indirect Incomes	Credit Card Commission Collection A/c
Indirect Expenses	Discount A/c
Indirect Incomes	Food Coupon Commission Collection A/c
Direct Expenses	Food Coupon Commission Expense A/c
Purchase Accounts	Purchase A/c
Sales Accounts	Sales A/c

- To see the **Balance Sheet drill down**, select an **Account Group** and **double click** on it. For e.g. I have selected Current Assets and double clicked on it.
- You will see a screen of **Manage Financial Account**, where the Accounts that belong to **Current Assets** are given with details.





- To drill down further, select any one account and click on **View Ledger**  button from the tool strip of **Manage Financial Accounts** screen, to see its details clearly.
 - In the account ledger, you can see all transactions of selected account clearly.
 - For e.g. I have selected **Petty Cash A/c**.

View Ledger

Select Company : **Credit Total :** 2,149.00 Cr.

Select Business Location : **Debit Total :** 81,482.30 Db.

Select Financial Account : **Petty Cash A/c (Hyper Drive Fashions)** **Net Total :** 79,333.30 Db.

From : 01/03/2016 To : 30/03/2017 Apply Time Range

Opening Balance : 0.00 Closing Balance : Db. 79,333.30

Transaction Date	Credit Amount	Debit Amount	Narration Text	Document Type	GSTNumber
09/04/2016 11:33 AM	0.00	4,298.00	Debited based on the Invoice Reference Number.Hyp-100001	SalesInvoice	
09/04/2016 11:36 AM	0.00	2,000.00	Debited based on the Invoice Reference Number.Hyp-100003	SalesInvoice	
09/04/2016 11:38 AM	0.00	4,867.00	Debited based on the payment received with Received Payment No. Hyp-RP00001 for the Invoice Reference No.Hyp-100004	Receive Payment	
09/04/2016 11:38 AM	0.00	133.00	Advance Payment Received with Received Payment No. Hyp-RP00001 from 'Sania Sultan' by 'HDAdmin' With The Narration: "Advance amount with us :133"	RECEIVED PAYMENT DETAIL	
09/04/2016 11:45 AM	449.00	0.00	Credited based on the Sales Return No.Hyp-SR00002	Sales Return	
09/04/2016 11:58 AM	0.00	2,952.00	Debited based on the Invoice Reference Number.Hyp-100006	SalesInvoice	
14/04/2016 01:32 PM	0.00	4,047.30	Debited based on the returnable amount of Anurag Shetty	Received Payment Detail	
14/04/2016 02:45 PM	1,000.00	0.00	Credited based on Cash transfer	TransferDocument	
14/04/2016 02:46 PM	0.00	500.00	Debited based on the issued and recharge gift card with gift card number : PMQTQM6BGD	Issued and Recharge GiftCard	

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Showing 14 Records

- Select any one entry in the ledger and double click on it to see the original transaction for that entry. For e.g. in the above ledger it shows all sales invoices. I selected the first one and double clicked on it.

Sales Invoice Details

Business Location : Hyper Drive Fashions

Payment Status : Cleared Invoice Date : 09/04/2016 (720 Days)

Invoice Number : Hyp-100001 Goods Delivered :

Estimate Number : Reference Number : Hyp-100001

ABD Number : Loyalty Points Given : 0.00

Customer Name : Ashna Jose Place of Supply :

Finance Agency :

Cash Register : 01 - Manager's Drawer

Payment Type : Cash

Email Invoice : ashna_12@abc.com

Sms Invoice : 9000000003

Payment Cleared Date : 09/04/2016

S No.	Barcode	Item Name	Basic Price	Unit Tax Amount	Tax Type	Tax Percent	Unit Price	Qty / Weight	Measuring Unit
1	T00041	9rasa Black Flared Skirt M	3,127.01	171.99	VAT 5.5%	5.50	3,299.00	1	Qty
2	T00020	Belle Fille Blue Solid Blouse L	946.92	52.08	VAT 5.5%	5.50	999.00	1	Qty

Item Sales Executive Name : ----- Additional Tax Amount : 0.00

Item Sales Commission Amount : 0.00 Freight Charge Amount : 0.00

Invoice Sales Executive Name : Sanjay Kumar Packing Charge Amount : 0.00

Invoice Sales Commission Amount : 164.95 Delivery Date : -----

Spot Discount Reason : Delivery Time Slot : -----

Spot Discount Amount : 0.00 CC Commission Amount : 0.00

Creator Name : HDAdmin FC Commission Amount : 0.00

Note :

Date Amount Payment Mode Bank Name Cheque Number Gift Card Number Narr

09/04/2016 11:33 AM 4,298.00 Cash

Pending Pending Amount 0.00

Returned Amount in Sales Return 999.00

Tax Included : 224.07

Discount Amount : 0.00

RoundOff Amount : 0.00

Total : 4,298.00

Quantity Total : 2

Number of Items : 2

- In the same way, you can check the drill down of every account group and its accounts for Balance Sheet drill down in HDPOS smart.

