



User Guide

:: Powered by ::

Multiicon
THE MARKET COMPILER

205, Rumi Plaza, Air Port Road, Nr. Race Course Ring Road,
Rajkot (Gujarat)(India). Call : +91.9825551889

Web : www.multiiconindia.com Email : info@multiiconindia.com

INDEX

<u>SR. NO</u>	<u>SUBJECT</u>	<u>PAGE NO.</u>
1	<u>Introduction</u>	3
2	<u>Login</u>	4
3	<u>Bank Master</u>	5
4	<u>Ledger Master</u>	7
5	<u>Deposit</u>	8
6	<u>Withdraw</u>	10
7	<u>Cheque Cancel</u>	12
8	<u>Smart Search</u>	13
9	<u>Setting</u>	15
10	<u>Backup</u>	17

Banker [An Easy Banking]

In today's world it seems that money is everything. Look the world around you every people is going at a speed of jet to get money from one or the other way. In search of money people have forgotten basic rules for living the life. All are running madly behind the money. In this entire scenario bank places the vital role for the transaction of the monetary fund like depositing or withdrawing the money.

Almost every people working might be having at least one account in one or other bank. But to maintain record of all the bank transaction on your side seems bit difficult means how much you have withdraw? What is your balance? Etc for this every people is running behind the bank to get the present status of his or her account.

We at Multiicon understood this difficult and developed software named Banker which works as your private bank. In this bank you can maintain the records same as the real bank do means how much amount is withdrawn? what is the balance? how much amount is deposited? On which day etc in Banker.



Banker has many facility which are listed as below

- Login.
- Bank Master
- Ledger Master
- Deposit
- Withdraw
- Cheque Cancel
- Smart Search
- Settings
- Backup

Login:

Login is one of the best features of the Banker software. When you start the software the Banker. It asks for the password and user name there you have to enter the user name and its password. If you are the new user then click on **New User** button given in the bottom of the form there it asks for the user name and password there you have to give your user name and password and press the **Save** button. So now user id is create and now from normal Login screen you can enter into the software by giving the password and user name correctly. The login screen is shown below.



The screenshot shows a window titled "Security" with a blue header. On the left, there is an illustration of two keys, one silver and one gold. To the right of the keys, there are two input fields: "User Name : Multiicon" and "Password : *****". Below these fields are two buttons: "Login..." and "New User".

So as shown above you can enter into the Banker software with the help of valid user name and password and if you are a new user then you can create using the **New User** button as shown in the figure.

Bank Master:

Bank Master is one of the most important forms of the Banker Software. In Bank Master you have the option of bank details and Cheque details along with control option as listed below.

- New
- Modify
- Delete
- Search
- Exit

New

In new option you can insert the details of the new bank which you want to create. In bank details you have to enter the details of the bank like the name of the bank its address, city, branch name, A/c name, A/c number, along with four other fields which you can use for your own use for storing credit card number, debit card number etc

And in Cheque details you have to enter the details like Cheque book number along with the range of the cheques. If you have multiple cheque books for the same account then you can enter the same in the cheque details window.

Remember that Banker software works on the basis of different user. Means the user who have log in can see his or her cheque and bank details no other user can see your bank details that is one of the best feature of Banker

Below given screen shows the main screen of the Bank Master along with entry for your knowledge

The screenshot displays the Bank Master software interface, divided into two main sections: Bank Details and Cheque Details.

Bank Details Section:

- Bank No: 1
- Bank Name: ICICI Bank
- Address: Near Air Port, Race Course Ring Road
- Branch: Ring Road
- City: Rajkot
- A/c No: 123456789
- A/c Type: Saving
- A/c Title: Multiicon India
- Opening Balance: 100000
- Min. Balance: 100
- Credit Card: 123456
- Debit Card: 123456
- Master Card: 123456
- Visa Card: 123456
- Note: * Entry Required
- Include Signature

Cheque Details Section:

- Cheque Book No. [] Add
- Cheque Range: From [] To []
- Table of Cheque Books:

Cheque Book No	Cheque From	Cheque To
123456	100	200
987654	5001	6000

Signature: [] E.g.: For Multiicon

Account Type: Multiicon

Designation: Proprieter E.g.: Proprieter/Partners

Controls: New, Modify, Delete, Search, Exit

So as shown above you have to insert all the details in the box given in front of the field name. Remember that fields with * sign are compulsory fields and are too inserted.

Modify

Modify option is used to make changes in the details of the bank which you have already inserted for this you have to first select that particular bank with help of Search option. We you press search option it will show you the list of the bank select the bank which you want to modify be double clicking on it.

So that bank details will be shown as above now press the modify button and make the modification which you wanted to do and press the update button. Now your bank details are modified.

Delete

Delete option is used to delete the bank details which not used or you have closed that bank account.

To delete the bank you have to search the bank as discussed above and then press the Delete button so the banker will ask for the confirmation press ok so now your bank is deleted.

Search

If you want Modify or to delete the bank details then you have to search that particular bank which you can select with the help of the search option.

For searching press the Search button so the list of the bank will appear on the screen double click on the bank which you want to delete or modify.

Exit

Exit option is used to come out of any control or from the Bank Master form.

Thus above is a short description on how the Bank Master works.

Ledger Master:

Ledger Master is used to enter the details of the ledger means the person with whom you are having bank transaction like giving cheque to him or receiving cheque from him on regular basis.

In Ledger Master you have same controls as new, modify, delete, search and exit. For entry in Ledger Master you can insert the name of the person along with the address, city and phone number. For this you have to press the new button given in the controls window. Enter all the fields and press insert button, so your record is now entered. For modify you have to select the record which you want to modify. But the for searching. A search window is given over the controls from where you can do searching on different criteria like city name, its phone number or its name so when the record is obtain then double click on it to modify and update the field which you want to update and press the Update button now your record is updated. In the same way you can delete the record by selecting the required record and pressing the Delete button. Exit button is used to cancel any operation if going on or it is used to exit from the Ledger Master.

Below shows the figure of the Ledger Master.

Ledger Detail		
Ledger Name	Multiicon India	
Address	Near Race Course Ring Road	
	Air port road	
City	Rajkot	Note :- * Entry Required
Phone No	1234567	
Search Window		
Look in	All	Show
	Ledger Name	City
	Pratik Rupani	Rajkot
	Multiicon India	Rajkot
		Phone No.
		6598967
		1234567
Total Records		2
Controls		
New	Modify	Delete
		Exit

As shown above Ledger Master is used to enter the Ledger’s record. These ledger entries are very useful during the time of deposit and withdraw transaction.

Deposit:

Deposit option is used to enter the money in your Account. As in real bank deposit term is used to deposit the amount in the bank's account. So when you deposit the amount in bank account. In the same way make the deposit entry for that bank having that Ledger in Banker Software.

New

For entry in Deposit table there are same controls as they are in Bank Master and Ledger Master. For this you have to press the new button. So the focus goes on the Ledger Master Field, select the appropriate ledger name from there if it is not there in the box then you can insert your own ledger. The same ledger entry will be done in the Ledger Master without any confirmation. After the entry of Ledger, enter the name of the bank in which deposition is done. Select the bank name from the list and press enter so a pop up window will be shown on the screen from which you have to select account in which the deposition is done. After selecting the account the remaining information of the account will be filled on its own like account name, its number and its type.

After the account is selected enter the amount which is deposited along with the date and after that select the Mode of payment whether it is a By cash, By cheque or By demand draft. If it is Cheque of Demand Draft then you have to insert the it's number in the box given below of the mode of payment and after enter in the detail box the details which want means received money from this person due so and so reason. And after that click on Insert button so your record is now inserted.

Modify

To modify the record you have to first search that record then double click on it in the table given below. So that record will be shown in the fields given up now press on the Modify button and make necessary modification and press the Update button so your record is now Modified.

Delete

To delete the record you have to select that record same as Modify option. For this you can use the search option to find the particular record. And after finding the record press the Delete button so the Banker will ask you for the confirmation press yes to Delete the record.

Search

Search option in Deposit is advance you can search records in two ways 1) By ledger name wise and 2) by bank name

To Search a record you first have to select the criteria on which you have to do the searching so first select the criteria in the Look in whether search by Ledger Name wise or by Bank name wise. If you select the Ledger name wise then all the ledger name with whom you have made transaction will be shown in the box. Select the particular ledger name so all the records pertaining to that ledger will be shown in the below given table.

If you are doing search on Bank name wise then select the By Bank wise in the Look in and select the particular bank from the For box. When you select a bank in for box at that time your all accounts in that bank will be shown in to another box select any account on which you have to do searching so all the records of that particular bank having that account number will be shown in the below given table.

If you want to do searching in the date range then also you can do it for this select the date check box. So two box will appear on the screen enter the From date to To date in box and press enter so all the records pertaining to that criteria between this date range will be shown.

Exit

Exit is used to cancel any operation going on or it is used to get off from the deposit window.

Print

If you want to get the print of the records on the paper or on hardcopy then you can use the Print option given in the search window. If records are filtered then also print option is also used.

Below shows the screen of the Deposit window.

The screenshot shows a software window titled "Deposit" with a "Detail" section and a "Search Window".

Detail Section:

- Ledger Name:** Multiicon India
- Bank Name:** ICICI Bank
- A/c Number:** 123456789
- A/c Type:** Saving
- A/c Title:** Multiicon India
- Amount:** 1000
- Date:** 15/02/2008
- Mode of Payment:** By Cash
- Detail:** recived from Bhavinbhai

Search Window:

- Look In:** Ledger Name
- Search for ...:** Multiicon India
- Date:** Date
- Print:**

Date	Ledger Name	Bank Name	Amount	Mode	Cheque/Draft No	Details
15/02/2008	Multiicon India	ICICI Bank	1000	CASH		recived from Bhavinbhai

Total Records: 1

As shown above you can insert different deposit transaction of your bank into the Banker.

Withdraw:

As Deposit is used to deposit the amount in the software in the same way withdraws is used to withdraw the amount from the bank. There are same option in the withdraw as they are in deposit.

For new entry press on the **New** button so the focus goes on the bank name box select the bank from which you want to withdraw the amount. When you select the bank at that time pop up window asks you to select the account number. When you select the account remaining details like account type, account number and account name will be filled on its own and the focus goes on Ledger Master. Select the Ledger to whom you want to pay the amount if there is no ledger in the box then you can enter your own ledger the ledger which you entered will be saved automatically to Ledger Master. After entering the ledger it asks for the amount. Enter the amount and the date on which you want to give the cheque or the postdated cheque then enter the description in the detail box in which you can write short note for what reason this money is given etc

After entering all this information select the mode of payment. The mode of payment can be by Cheque, Cash, Draft or Card.

If the mode of payment is cheque then you have to select which cheque book is to be used and which cheque is to be given by default serial cheques are coming one after the other. If you want to keep few cheques with you then only you have to enter the cheque next to the number otherwise it will call next cheque on its own.

If mode of payment is draft then you have to enter the draft number and if it is card then you have to enter the card number or if it is cash then there is no need of any number.

After selecting the mode of payment press the insert button so the record will be inserted in the withdraw transaction

Modify

Same as other option like bank master or ledger master etc. In the same way you have to select the record which you want to modify after selecting double click on it so the record will be displayed now press the modify button and make the necessary changes into it and then press the update buttons so your record is now updated.

Remember that in modify option you can not change the mode of payment. If you want to change the mode of payment then you have to delete the record and have to make a new entry.

Delete

Same as in other option to delete a record you have to select it then double click on it so it will be displayed on the screen in the box now press the delete button so the Banker will ask you for the confirmation press yes button so your record will be deleted

Exit

Exit button is used to cancel any procedure going on or it is used to get out of the withdraw window.

Search

Like deposit window searching in the withdraw is of advance type. In withdraw you can do searching on multiple criteria like ledger wise or bank name wise.

If you want to does searching on ledger name wise then select the ledger name wise in look in box and name of the ledger on which you want to do the searching.

If you want to do searching on bank name wise then select the bank name wise in the look in box and name of the bank in the for box and a new window will be highlighted from where you have to select the account name.

You can do the searching on the date also for this select the check box date on the screen so two new box will be activated enter the range of the date in this box and press enter so all the records fulfilling the criteria will be displayed.

Future Balance Help

It is one of the features of the Banker when you are giving the cheque of Postdated and wanted to know the balance in that account so that cheque can not bounce back. Then you can know the balance by pressing “?” Help button on the screen after selecting the bank.

Online Balance

If you’re writing any cheque or are using any mode of payment and wanted to know the present balance in a particular account then you can know in the box given in the top of the screen. In which balance will be displayed when the bank is selected.

Print

If you want to get the print of all those records which you have searched then you can get it with help of print button.

Below shows the screen of the withdraw.

Date	Ledger Name	Bank Name	Amount	Mode	Book No.	Cheque/Draft/Card
15/02/2009	Multicon India	ICICI Bank	1,000.00	CHEQUE	987654	5002

So as shown above withdraw option is used to record the withdraw transaction

Cheque Cancel

When you have issued a cheque to a person and want to cancel that cheque due to some reason like physical cheque is torn off. Then you can do it with the help cheque cancel option in the Banker for this open the cheque cancel window select the bank for which you want to cancel the cheque then select the account number and then the cheque book number from the box now enter the number of the cheque which you want to cancel and press the enter also its related information will be displayed on the screen now if you want to delete that cheque click on Cheque Cancel button so it will ask for the confirmation for two times after that cheque will be deleted.

Below shows the screen of the Cheque Cancellation.

The screenshot shows a window titled "Cheque Cancel" with a close button (X) in the top right corner. The window is divided into three main sections: "Bank Details", "Cheque Details", and "Details".

Bank Details

Bank Name	Account No.	Cheque Book No.	Cheque No.
ICICI Bank	123456789	987654	5001

Cheque Details

Cheque Date: 15/02/2008 A/C Pay Only

Ledger Name: Multiicon India Amount: 100

Details

this is the test

At the bottom right, there are two buttons: "Cheque Cancel" (highlighted in yellow) and "Exit".

So as shown above cheque cancel is used to cancel any cheque entry.

Smart Search

Smart Search option is used to do the advance searching in the Banker. There are many facilities available in the Smart Search they are as follow

- Deposit
- Withdraw
- Statement
- Cheque Cancel

To do different type of searching you have to select the name of the bank for which you have to do the searching and then the account number. So when you select this both information account name and the balance will be displayed on the screen. Now you can do other searching as shown in the points above

Deposit

When you want to do searching on the deposit then you have to select the Deposit tag in the window. Now give the criteria on which you want to do searching by default All is selected and it shows all the records of the deposit for the particular account number.

If you want to do searching on mode of payment then you have to select the mode of payment which can be cash, draft or cheque you can also do searching on the date also for this check the date option and give the date range and press the show button.

Withdraw

When you want to do searching on the Withdraw then you have to select the Withdraw tag in the window. Now give the criteria on which you want to do searching by default All is selected and it shows all the records of the withdraw for the particular account number.

If you want to do searching on mode of payment then you have to select the mode of payment which can be cash, draft, card or cheque you can also do searching on the date also for this check the date option and give the date range and press the show button.

Statement

As every bank give you the statement of your account on time to time basis or when you demand in the same way in Banker also you can generate the statement for your account. To generate the statement you can give the date range also so the statement which will be generated will be between this range.

Cheque Cancellation

If you want to do searching on the cheque cancellation like between this days which cheque are cancelled or in all how many cheque are cancelled then you can do it with the help of cheque cancellation.

Thus in short Smart Search is used to do different type of searching and we can also get the print of these records by pressing the print button.

Below shows the screen of the Smart Search.

BANKER – USER GUIDE

Smart Search
_ | 5 | X

BANK	ACCOUNT NO.	ACCOUNT TITLE	CURRENT BALANCE
ICICI Bank	123456789	Multicon India	101,800.00

Deposit Transaction of ICICI Bank

Deposit	Withdraw	Statement	Cheque Cancellation Details
---------	----------	-----------	-----------------------------

Mode of Payment	ALL	<input checked="" type="checkbox"/> Date	From	01/02/2008	To	15/02/2008	Show	Print
-----------------	-----	--	------	------------	----	------------	----------------------	-----------------------

Date	Ledger Name	Amount	Mode of Payment	Chq/Dr No	Details
15/02/2008	Multicon India	1000	CASH		recived from B
15/02/2008	Pratik Rupani	1000	CHEQUE	123456	this is the test

Total Records 2

Figure shows how the smart search works.

Settings:

Settings option is used to do setting for two things these are cheque setting and user login setting along with four different fields.

Cheque Setting

As you know when enter the withdraw transaction having mode of payment as cheque then it asks for the confirmation that “Do you want to print the cheque” and when you press yes then cheque is printed. But different bank has different settings of different field on physical cheque. So it might happen that settings for different fields should be changed, that changing you can do in the settings form by pressing Modify button where different fields are given along with its distance from top and left. So if you want to do changes then do the change and save it so that particular field will be printed at that particular distance form top and left.

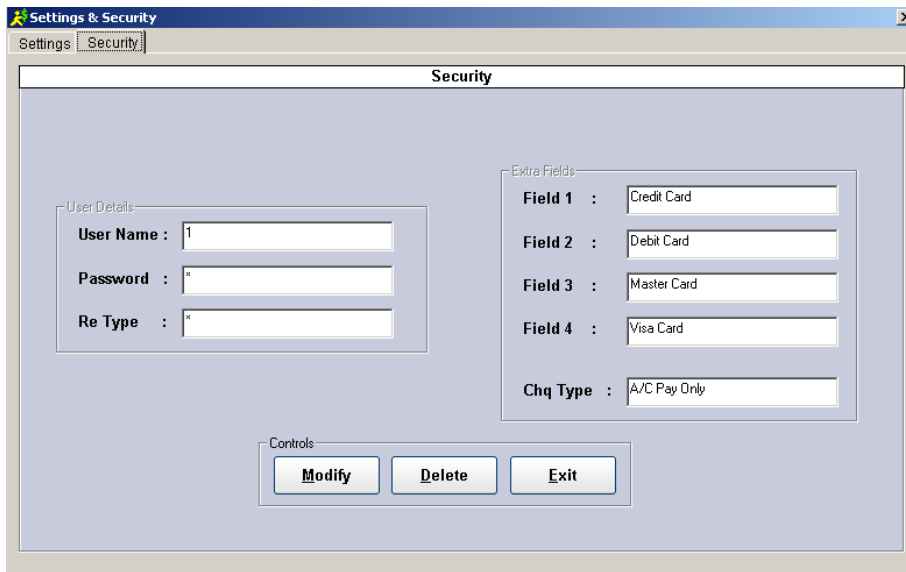
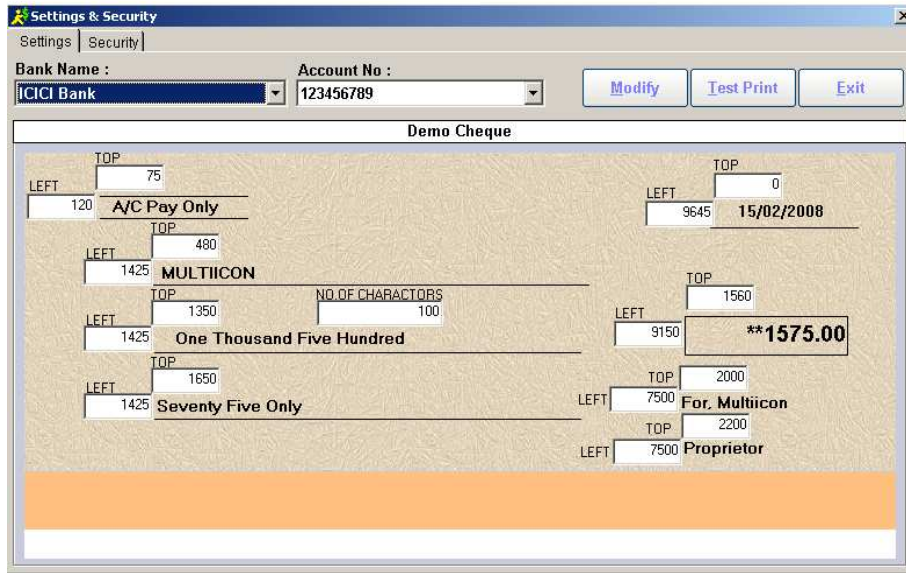
You can store different settings for different type of cheques for different bank. You can test the setting by pressing the Test Print button.

Security

Security option is used to change the password or user name for this enter the username and press the modify button and make the changes you required and press update button so your new username and password will be updated. You can delete the user also by pressing the delete option. You can also add name of the four extra fields given in the bank master here. By default it is field 1, field 2 ..3..4 instead of it you can give the name which you wanted like credit card, debit card, master card etc and press the update button

You can also set the setting for the option of a/c pay or not. If you have notice then each cheque printed has A/c pay line written if you do not want this A/c pay line on the cheque then you can remove it by unchecking the A/c pay option in the security and press the update button.

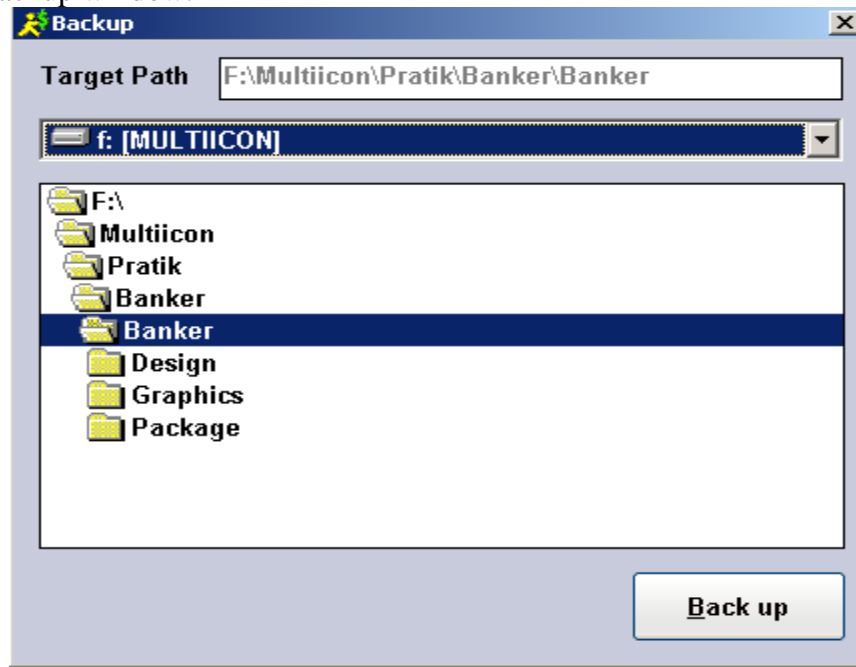
Below shows the screen for setting and security.



As shown above both the figure are used for setting the cheque setting or the security setting.

Backup

It is one of the most important option of the Banker software suppose you want to take the copy of your records saved then you can do it with help of Backup option for this you have to select the path and just press the backup button so Banker will take the backup on its own. So your records will be safeguarded. If the records from original database are missing then you can copy them from the backed up file. Below shows the figure of backup window.



So as shown above you can take the backup of the database.

Thus Banker software is very useful software for the person who is having more concerned with the bank in one way or the other.