



Maintain Budget

Step 1 : Click on General Ledger

Step 2 : Click on Maintain Budget

The screenshot displays the SQL Account I ERP software interface. On the left, a vertical menu lists various accounting functions: General Ledger, Customer, Supplier, Sales, Purchase, Stock, Production, Asset, Cloud, and Inquiry. The 'General Ledger' option is highlighted with a red box and a red circle containing the number '1'. The main area of the interface shows a grid of icons for different accounting tasks. The 'Maintain Budget' icon, which features a blue circle with a white 'B', is highlighted with a yellow box and a yellow circle containing the number '2'. Other icons include 'Maintain Account' (purple square with 'A'), 'Cash Book Entry' (yellow bars), 'Journal Entry' (teal book), 'Foreign Bank Adjustment' (purple diamond with 'B'), 'Bank Reconciliation' (blue squares with 'B'), and 'Maintain Stock Value' (brown squares with 'S'). Below these icons are several printer icons representing reports such as 'G/L Document Listing', 'Journal of Transaction Listing', 'Transaction Summary Listing', 'Bank Reconciliation Listing', 'Ledger Report', 'Trial Balance', 'Receipt & Payment Report', 'Profit & Loss Statement', 'Balance Sheet Statement', 'Cash Flow Statement', and 'Project Profit & Loss with Cash Flow'.

Step 3: Select the year you want to set the budget

Step 4: Choose your project code for budgeting, or select 'Non Project' if applicable

Step 5 : Click Edit

Step 6 : Enter monthly budget amounts to update quarterly, half-yearly, and yearly budgets automatically

Step 7 : Key your budget by account code

Step 8 : Click Save

The screenshot shows the 'Budget Maintenance' window. At the top, there is a 'Year' dropdown menu set to '2023' (callout 3) and a 'Project' dropdown menu (callout 4). Below these are buttons for 'Edit' (callout 5), 'Save' (callout 8), and 'Cancel'. A row of tabs for 'Monthly', 'Quarterly', 'Half Yearly', and 'Yearly' is visible, with 'Monthly' selected (callout 6). The main area is a table with columns for dates: 31/01/2023, 28/02/2023, 31/03/2023, 30/04/2023, 31/05/2023, 30/06/2023, 31/07/2023, and 31/08/2023. The rows are categorized by account type: NON-CURRENT ASSETS, INVESTMENT, OTHER ASSETS, and CURRENT ASSETS. A list of account names is on the left, including FURNITURE & FITTINGS, OFFICE EQUIPMENT, MOTOR VEHICLE, GOODWILL, and various trade debtors. A scroll bar on the right indicates the list continues. A callout 7 points to the bottom of the table area.

Profit And Loss Statement with Budget Report :

1. This Month vs Month Budget - This Year vs Year Budget
2. This Month vs Month Budget
3. This Year vs Last Year Budget

This is a sample of a Profit and Loss Statement report comparing **This Month vs. Monthly Budget** and **This Year vs. Yearly Budget**

A : Month to date Vs Monthly Budget

B : Year to date Vs Yearly Budget

25/10/2023 12:59:23
ADMIN

Testing Company (200301008596 (611016-M))
Statement Of Comprehensive Income for the period 01/10/2023 to 25/10/2023

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	A					B				
	M-T-D	%	Mth Budget	%	Variance	Y-T-D	%	Yr Budget	%	Variance
REVENUE										
RM										
SALES - BEDDING ACCESSORIES	29,750.00	46.5	15,000.00	14.3	14,750.00	115,290.00	40.5	140,000.00	12.2	(24,710.00)
SALES - FURNITURE	21,250.00	33.2	15,000.00	14.3	6,250.00	59,567.50	20.9	165,000.00	14.3	(105,432.50)
SALES - LIGHTING	4,250.00	6.6	55,000.00	52.4	(50,750.00)	96,250.00	33.8	645,000.00	56.1	(548,750.00)
SALES - STORAGE	1,200.00	1.9	15,000.00	14.3	(13,800.00)	2,400.00	0.8	150,000.00	13.0	(147,600.00)
SALES - OTHERS	7,500.00	11.7	5,000.00	4.8	2,500.00	10,870.00	3.8	50,000.00	4.3	(39,130.00)
	63,950.00	100.0	105,000.00	100.0	(41,050.00)	284,377.50	100.0	1,150,000.00	100.0	(865,622.50)
REVENUE ADJUSTMENT										
RETURN INWARDS	(6,295.00)	-9.8	(5,000.00)	-4.8	(1,295.00)	(6,465.00)	-2.3	(50,000.00)	-4.3	43,535.00
DISCOUNT ALLOWED	0.00	0.0	(1,000.00)	-1.0	1,000.00	(100.00)	0.0	(10,000.00)	-0.9	9,900.00
	(6,295.00)	-9.8	(6,000.00)	-5.7	(295.00)	(6,565.00)	-2.3	(60,000.00)	-5.2	53,435.00
	57,655.00	90.2	99,000.00	94.3	(41,345.00)	277,812.50	97.7	1,090,000.00	94.8	(812,187.50)
NET SALES										
COST OF GOODS SOLD										
STOCKS AT THE BEGINNING OF YEAR	5,000.00	7.8	8,000.00	7.6	(3,000.00)	0.00	0.0	62,000.00	5.4	(62,000.00)
MANUFACTURING	0.00	0.0	0.00	0.0	0.00	22,850.00	8.0	0.00	0.0	22,850.00
PURCHASE	40,550.00	63.4	11,100.00	10.6	29,450.00	106,837.50	37.6	111,500.00	9.7	(4,662.50)
PURCHASE RETURNED	(10,400.00)	-16.3	500.00	0.5	(10,900.00)	(11,770.00)	-4.1	5,000.00	0.4	(16,770.00)
CARRIAGE INWARDS	500.00	0.8	200.00	0.2	300.00	500.00	0.2	3,000.00	0.3	(2,500.00)
STOCKS AT THE END OF THE YEAR	(3,500.00)	-5.5	(300.00)	-0.3	(3,200.00)	(3,500.00)	-1.2	(2,633.53)	-0.2	(866.47)
	32,150.00	50.3	19,500.00	18.6	12,650.00	114,917.50	40.4	178,866.47	15.6	(63,948.97)
	25,505.00	39.9	79,500.00	75.7	(53,995.00)	162,895.00	57.3	911,133.53	79.2	(748,238.53)
GROSS PROFIT/(LOSS)										
OTHER INCOME										
GAIN ON FOREIGN EXCHANGE	0.00	0.0	0.00	0.0	0.00	5,762.05	2.0	0.00	0.0	5,762.05
	0.00	0.0	0.00	0.0	0.00	5,762.05	2.0	0.00	0.0	5,762.05

Balance Sheet Statement with Budget Report :

1. This Month vs Month Budget - This Year vs Year Budget
2. This Month vs Month Budget
4. This Year vs Last Year Budget

This is a sample of a Balance Sheet Statement report comparing **This Month vs. Monthly Budget** and **This Year vs. Yearly Budget**

C : Month to date Vs Monthly Budget

D : Year to date Vs Yearly Budget

Testing Company (200301008596 (611016-M))										
Statement Of Financial Position As At 31/12/2023										
Page 1 of 2										
	M-T-D	%	Mth Budget	%	Variance	Y-T-D	%	Yr Budget	%	Variance
NON-CURRENT ASSETS	RM									
200-200 FURNITURE & FITTINGS	40,000.00	3.3	60,000.00	14.6	(20,000.00)	40,000.00	3.3	440,000.00	12.9	(400,000.00)
200-205 ACCUM DEPRN. - FURNITURE & FITTINGS	(6,000.00)	-0.5	(40,000.00)	-9.7	34,000.00	(6,000.00)	-0.5	(215,000.00)	-6.3	209,000.00
200-300 OFFICE EQUIPMENT	100,000.00	8.3	13,000.00	3.2	87,000.00	100,000.00	8.3	103,000.00	3.0	(3,000.00)
200-305 ACCUM. DEPRN. - OFFICE EQUIPMENT	(12,000.00)	-1.0	(900.00)	-0.2	(11,100.00)	(12,000.00)	-1.0	(7,200.00)	-0.2	(4,800.00)
200-400 MOTOR VEHICLE	110,000.00	9.1	5,000.00	1.2	105,000.00	110,000.00	9.1	60,000.00	1.8	50,000.00
200-405 ACCUM DEPRN. - MOTOR VEHICLE	(15,000.00)	-1.2	(500.00)	-0.1	(14,500.00)	(15,000.00)	-1.2	(6,000.00)	-0.2	(9,000.00)
	217,000.00	18.0	36,600.00	8.9	180,400.00	217,000.00	18.0	374,800.00	11.0	(157,800.00)
OTHER ASSETS										
210-000 GOODWILL	98,000.00	8.1	21,000.00	5.1	77,000.00	98,000.00	8.1	185,000.00	5.4	(87,000.00)
	98,000.00	8.1	21,000.00	5.1	77,000.00	98,000.00	8.1	185,000.00	5.4	(87,000.00)
CURRENT ASSETS										
300-000 TRADE DEBTORS	50,605.00	4.2	30,000.00	7.3	20,605.00	50,605.00	4.2	265,000.00	7.8	(214,395.00)
305-000 OTHER DEBTORS	0.00		15,000.00	3.6	(15,000.00)	0.00		113,700.00	3.3	(113,700.00)
310-000 CASH AT BANK	784,930.30	65.0	284,000.00	68.9	500,930.30	784,930.30	65.0	2,199,004.00	64.3	(1,414,073.70)
320-000 CASH IN HAND	41,375.00	3.4	7,400.00	1.8	33,975.00	41,375.00	3.4	82,900.00	2.4	(41,525.00)
325-000 PETTY CASH	10,500.00	0.9	5,000.00	1.2	5,500.00	10,500.00	0.9	60,000.00	1.8	(49,500.00)
330-000 STOCK	0.00		5,800.00	1.4	(5,800.00)	0.00		65,500.00	1.9	(65,500.00)
340-000 DEPOSIT & PREPAYMENT	0.00		6,000.00	1.5	(6,000.00)	0.00		54,000.00	1.6	(54,000.00)
350-000 DIRECTOR'S LOAN TO	3,000.00	0.2	1,000.00	0.2	2,000.00	3,000.00	0.2	12,000.00	0.4	(9,000.00)