

Bookkeeping Overview

Purpose

The **Bookkeeping Overview** dashboard provides a real-time summary of the company's financial status, including receivables, payables, cash flow, revenue, expenses, and overdue accounts. It helps users monitor financial performance and manage outstanding transactions.

Dashboard Components

1. Outstanding Receivable

Type

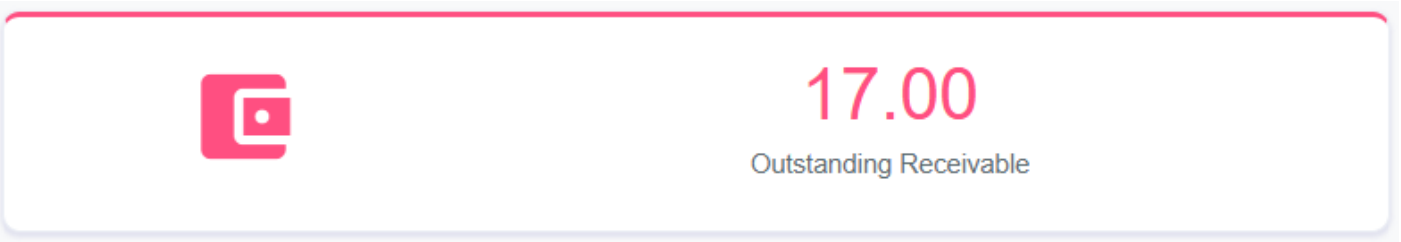
- KPI Card

Description

Displays the total outstanding Accounts Receivable (AR) amount that customers have not yet paid.

Purpose

Monitor outstanding customer payments and improve collection management.



2. Outstanding Payable

Type

- KPI Card

Description

Displays the total outstanding Accounts Payable (AP) amount owed to suppliers.

Purpose

Monitor unpaid supplier balances and manage payment schedules.



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Outstanding Payable

3. Cash Received / Payment

Chart Type

- Bar Chart

Display

Monthly comparison of:

- Cash Received
- Cash Payment

Purpose

Monitor monthly cash inflow and cash outflow.



4. YTD Revenue vs Expenses by Month

Chart Type

- Pie Chart

Display

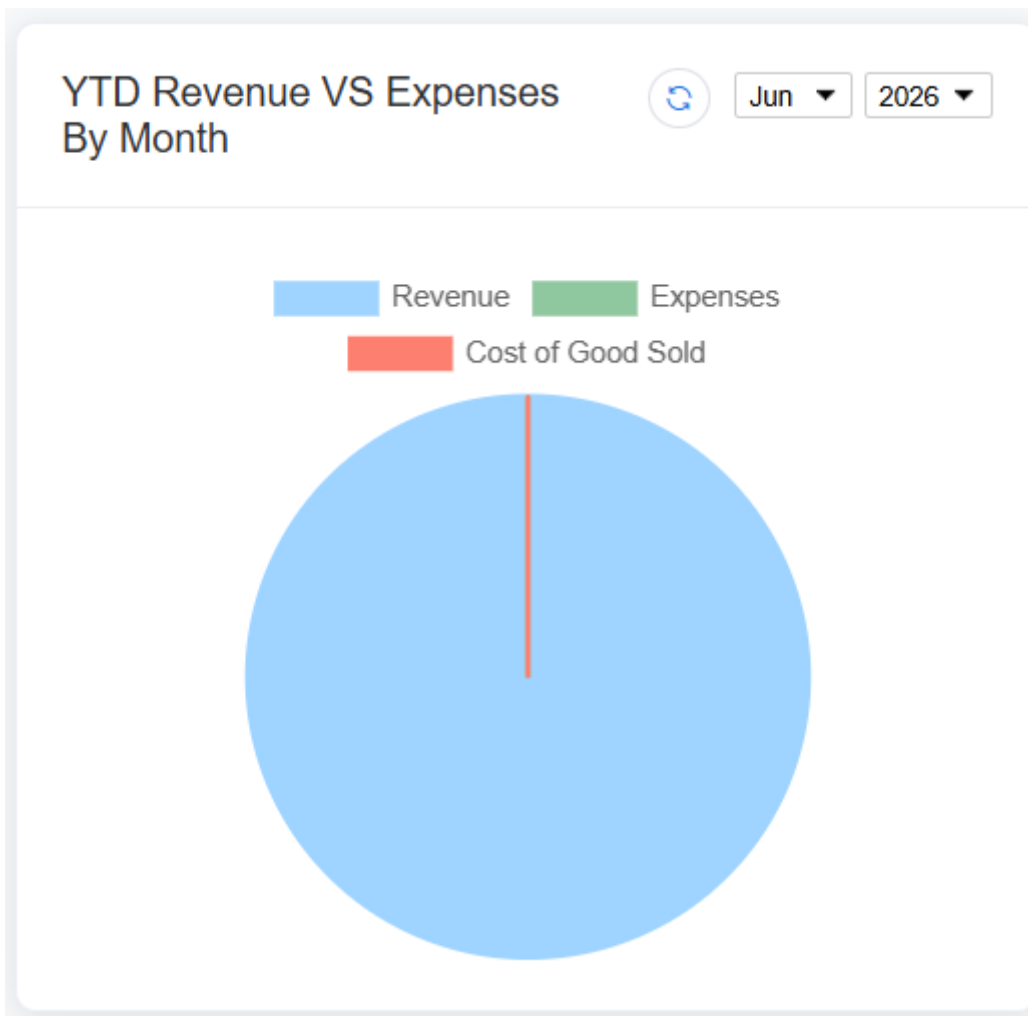
Year-to-Date (YTD) comparison between:

- Revenue
- Expenses
- Cost of Good Sold

Displayed based on the selected month.

Purpose

Provide a quick overview of the relationship between company income and operating expenses.



5. 8 Month Aging Summary

Chart Type

- Bar Chart

Display

Outstanding balances categorized by aging periods over the past eight months.

Example:

- Current
- 1 Month
- 2 Month
- 3 Month
- 4 Month
- 5 Month
- 6 Month

- 7 Month+

Purpose

Monitor overdue receivables and payables according to aging periods.



6. Monthly Expenses Summary

Chart Type

- Pie Chart

Display

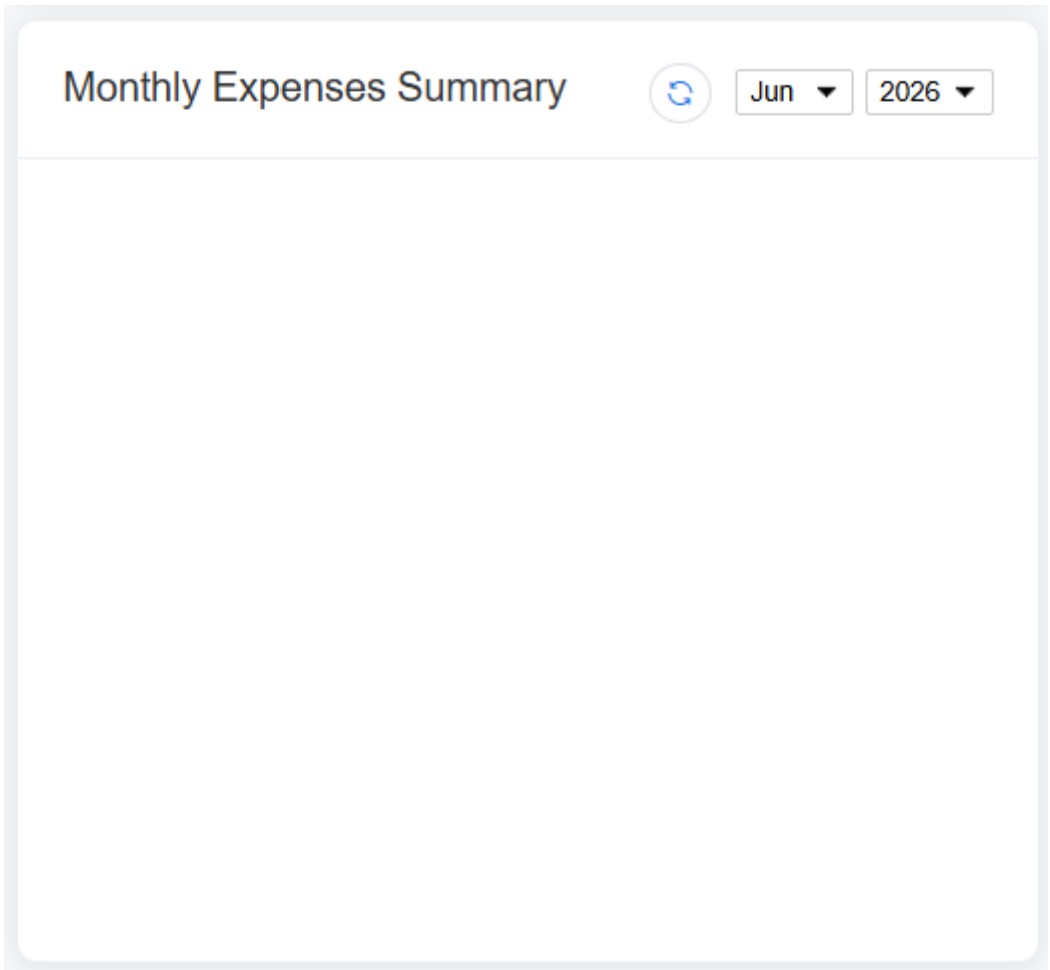
Breakdown of monthly expenses by expense category.

Example:

- Salary
- Rental
- Utilities
- Transportation
- Office Expenses
- Others

Purpose

Identify major expense categories during the selected month.



7. Income and Expenses

Chart Type

- Bar Chart

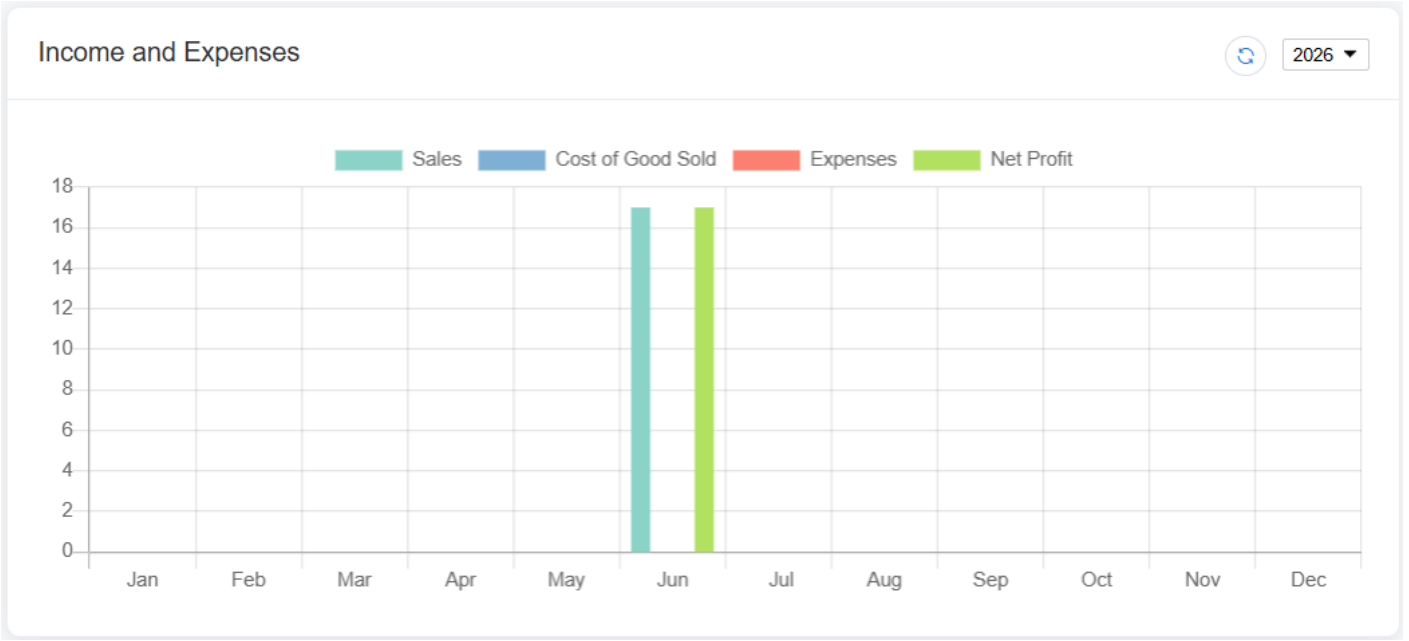
Display

Monthly comparison between:

- Sales
- Cost of Good Sold
- Expenses
- Net Profit

Purpose

Evaluate business profitability and compare income against operating expenses.



Financial Tables

8. Top 30 Debtors with Overdue

Displays the top 30 customers with overdue outstanding invoices.

Column
No.
Customer Code
Customer Name
Outstanding Amount

Purpose

Identify customers requiring collection follow-up.

Top 30 Debtors with Overdue				
No.#	Code	Customer	Amount	
1	3000-C0001	CASH SALES	15.00	
2	3000-J0001	JM	2.00	

9. Recent Overdue Invoice & Bills

Column
No.
Type
Document No.
Code
Customer / Supplier
Total
Terms

Column
Date
Due Date
Created Date

Purpose

Monitor recently overdue financial documents to support timely collection and payment.

Recent Overdue Invoice & Bills (200 Records due date by ascending)									
No.#	Type	Document No.#	Code	Customer	Total	Terms	Date	Due Date	Created
1	AR_INV	HQ/I-R00001	3000-C0001	CASH SALES	15.00	COD	22/06/2026	22/06/2026	22/06/2026
2	AR_INV	HQ/I-R00005	3000-J0001	JM	2.00	COD	23/06/2026	23/06/2026	23/06/2026

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