

## DEVASOM MANAGEMENT SOFTWARE

1. INTRODUCTION .....	2
2. FEATURES .....	2
3. MASTERS .....	2
4. PAYROLL.....	4
4.1 EMPLOYEE DETAILS .....	4
4.2 ATTENDANCE .....	4
4.3 SALARY DETAILS .....	4
4.4 WAGE PAYMENT DETAILS .....	4
4.5 ADVANCE DETAILS.....	4
5. VEHICLE .....	5
5.1 VEHICLE MAINTENANCE DETAILS .....	5
5.2 SCRAP DETAILS.....	5
5.3 VEHICLE APPRECIATION / DEPRECIATION .....	5
6. INVENTORY MODULE.....	5
➤ PURCHASE ORDER.....	6
➤ PURCHASE .....	6
➤ PURCHASE RETURN .....	7
➤ STOCK ADJUSTMENT.....	7
7. ACCOUNT MODULE .....	7

## 1. INTRODUCTION

Devasom management ,software in Malayalam version, developed by EyeT is used to manage all the functioning of temples

## 2. FEATURES

- Managing Pooja scheduling
- A software in Malayalam Version
- maintaining accounts
- Generating various types of reports for temple management like Pooja schedule report.

## 3. MASTERS

Before the regular use of this software, user has to enter the basic details in Master forms. Masters are for entering the basic details which we repetitively used in our application.

- Ledger Details

Ledger Group is used to create different sub groups under Accounts Group. The User also has the facility to add Opening stock values by the help of ledger Group.

- Designation Master

Designation Master is for entering the details of designations in the temple .Here user has to enter salary type, either monthly or daily. For daily salary user has to enter full wage,half wage and details of overtime wages .

- Offerings

This is the master form for entering the offering details .Here user has to enter offering name and amount for that offering etc. Reports for offering are there with criteria

- Name Wise

- Coupen Master

Coupen Master is for entering the details of special coupens issued from temple. Here User has to enter coupen name, start date, no. of coupen and draw date.

➤ Lease Details

This is the master form for entering the lease details. It includes the details of renter, date, place, property details, amount etc .Reports of lease details are there based on criteria's

- All
- Lease date wise
- Lease Name wise

➤ Locker Details

It includes the details of temple's personal locker. It includes item details in the locker and bank details .Reports of locker details are there with criteria

- Locker Date Wise
- Locker Bank Wise

➤ Maintenance Details

It includes the details of item maintenance.

➤ Vehicle Master

It includes the details of vehicles in the temple.

➤ Counselor Master

It includes the details of counselors of temple.

➤ Case Master

This includes the details cases in court.

➤ Property Master

It includes the details of properties in temple .It includes all the details regarding the property. Reports will get with criteria ' all'

➤ Temple Master

It includes the details of temples under the devasom board .

## **4. PAYROLL**

Payroll module includes all the details regarding the Employee. It includes

- Employee Details
- Salary
- Wage
- Attendance
- Advance Payment

### **4.1 EMPLOYEE DETAILS**

It includes all the employee details in the temple .User can enter the staff's details after selecting the designation .Here all employee's are divided into two category .Employee who is having the monthly salary is treated as staff and employee having daily wages is treated as worker.

### **4.2 ATTENDANCE**

This form is for entering the details of attendance of employees . Here User can enter the attendance of both staff and worker .Details of overtime hours is also marked with this form. For marking the attendance for any employee first user has to select the staff /worker then date and designation of that employee, when click on list button all employees with that designation displayed there. For staffs we can enter the attendance like half day/full day.

For workers user has to enter attendance + details of overtime.

### **4.3 SALARY DETAILS**

This form is for entering the details of salary for staffs' .Here when we select the employee name advance payment details and already paid details displayed there.

### **4.4 WAGE PAYMENT DETAILS**

Wage payment form is for entering the details of wage payment for workers .Here when the user select worker name ,employee's wage details and advance payment details displayed there.

### **4.5 ADVANCE DETAILS**

It includes the details of advance payment made to the employees. Here user can enter the advance payment details after selecting the employee name .

## **5. VEHICLE**

Vehicle management module is for entering the details of vehicles

### **5.1 VEHICLE MAINTENANCE DETAILS**

Maintenance deals with any Maintenance works done on Vehicles; here user can enter the details after selecting the vehicle number.

### **5.2 SCRAP DETAILS**

Scrap Selling deals with Selling of used or Scrap Vehicles. Profit or Loss can be calculated based on current value of vehicle. Here we can record the data by selecting the vehicle entering the scrap price and entering any remarks if needed .

### **5.3 VEHICLE APPRECIATION / DEPRECIATION**

Appreciation\Depreciation deals with the Current value Calculation of Vehicles. For this First we have to select appreciation/Depreciation , after selecting the vehicle it displayed its current value, then we enter the percentage of appreciation/Depreciation, it displayed new current price after entering the percentage of appreciation/depreciation.

## **6. INVENTORY MODULE**

### **➤ Supplier Master**

This is the master form for entering the details of the Suppliers .Here we can enter the Name, address, place and phone number of the Supplier.

### **➤ Client Master**

This is the form for entering the Client details. Here we can enter the client Name, address, Place and Phone Number of Each Client

### **➤ Manufacturer Master**

This is the master form for entering the details of a Manufacturer. It includes Name, address, Phone and place of the Manufacturer.

### **➤ Tax Master**

Tax Master is for entering all the tax details. Here we save tax name and Percentage of

Tax. Tax details Reports are there

➤ Department Master

Department Master is for saving all the departments in the temple. Here It includes department name .

➤ Unit Master

Unit Master is for entering the Unit's details. Here we can define each unit with reference To other units like 1 KG=1000 G

➤ Item Master

Item Master is for entering the details of all items. Here for saving an item details user has to Enter Item Name, Rate, Maximum quantity, Minimum quantity and has to select Manufacturer, Supplier and category of that Item. There is an optional option for adding tax details of that item there . If Enter the Margin percentage for whole sale rate, retail rate there corresponding amount displayed there.

➤ PURCHASE ORDER

This Section can be used to issue Purchase order. Through this form the user who is responsible can make Purchase order . The user must pick the date of Order. Then the user can enter the Item details like item Name and quantity.

➤ PURCHASE

This Section can be used by Purchase division of temple to Purchase items with respect to corresponding Purchase order .Automated Calculation of tax and Discount and overall Total. The user must select the Supplier from the list and click on refresh button . Then he should select the Purchase Order he wished to make purchase by clicking it .The same will display details of Purchase Order in the next list from which we can select Item and Quantity required. Then we can enter the purchased rate, Discount amount, Discount Type (Qty Wise or Total discount for Item), Tax, and can be added to the Purchase List. Various expenses like freight charges and round off amount can be entered. Paid amount can be entered. Purchase should be confirmed and only after that Purchased quantity is updated to Stock.

➤ PURCHASE RETURN

This Section can be used to return Purchased items to Suppliers due to Defects. Through this form, we can return the Purchased Item back to the Supplier in case of damaged items or other circumstances .The user must select a supplier to which the item to be returned. The user then must select a purchase from which item has to be returned and the list of purchased item details for that supplier is displayed in another list. From this List we can select items and their returned qty and thus make a return list.

➤ ISSUE AND RETURN

This form is for entering the item issue details and the details of returned Items.

➤ STOCK ADJUSTMENT

This Section is used to add items directly to stock. Through this form we can directly Add Items to the current stock. Here user has to select item name and enter quantity to be adjusted and rate. We can also enter remarks for a particular stock adjustment. Total amount displayed there .Stock get updated after confirming the stock adjustment.

## **7. ACCOUNT MODULE**

### JOURNAL BOOK

To Debit/Credit any Account Using Journal Entries. In this software all the Account entries will display under the master Journal. The user has the option to Debit/Credit any Ledger groups by the help of Journal. Narration about each entry is compulsory for a journal entry. All accounts in the shop is posted to journal through ledger

### VOUCHER

This form is for displaying the voucher details.

### BANK DETAILS

This is for entering the bank details .Here user can enter name, address, place and phone number

### BANDARAM DETAILS

This is for entering the details of amount in bandarams .

## RECEIPTS AND PAYMENTS

Receipts & Payments form is used to Pay or Collect the Cash transactions arising in the temple .The Receipts & Payments form allows partly paying facility .

## USER MANAGEMENT

Each User who uses this software will get a unique username and password with this form and that particular user can login to the application with that username and password.

