

PEAK VIEW

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1. INTRODUCTION

PEAKVIEW, a Software Product of **EyeT** is a complete Package for fulfilling all the requirements in a construction Company. Peak View is an integrated cost / schedule system that provides management information necessary to run job forecasting and financial systems. The package is designed to provide the right information on any project. Peak View uses its versatility to accommodate the needs of small, medium, and large scale of Construction Company. Saves time, easily accessed and viewable as data is saved by project name and number which can be viewed in a grid table and in Report form. It can also export data to other files. If you have any particular requirements, we can modify the program to better suit your needs.

2. FEATURES

- User friendly operation - all menu driven
- Integrated accounts module equivalent to TALLY
- Manage different projects, clients, quotations, different transactions, materials, employees etc
- Forecast estimated cost in time
- Applies to large and small projects
- Deals with all types of labor, contractors and materials
- Able to generate various reports
- Incorporated cheque/credit/debit alert

3. INVENTORY MODULE

It includes

- ❖ Master
- ❖ Purchase Section
- ❖ Stock Adjustment
- ❖ Material Rate Variation

Before the regular use of this software user must enter appropriate datas in all Master Forms.

3.1 MASTER

Master is for entering the basic details which are used repetitively in most of the Forms. For example, item master is used to enter all the basic details about items used in the pharmacy, then it can be used in a Purchase form to select item. Like this there are different master forms.

In Master Forms we have the Facilities

- Can save the details and can make updation at anytime

- Searching Facility is available with certain search
- Deletion of Unwanted data is possible with delete button.

- Supplier Master

Supplier Master is for entering the details of Supplier. Here User has to enter Name, address and phone number

- Manufacturer Master

Manufacturer Master is for entering the details of Manufacturer. Here User has to enter Manufacturer name, address, Place and Phone Number

- Tax Master

Here user has to enter tax name and percentage for storing common tax details.

- Category Master

Category Master is for entering the details of Item Category. Here User has to enter Category name and description if needed

- Unit Master

This is for entering the details of unit. Here we save the unit name only

- Item Master

Item Master is for entering the details of each and every item used there. Here we save item name, manufacturer, Supplier, Item Category, rate, Maximum quantity, minimum quantity and unit of item

3.2 PURCHASE SECTION

It includes

- Purchase request
- Purchase Order
- Purchase
- Purchase Return

3.2.1 PURCHASE REQUEST

Through this form user can place a request for purchase of various items that are required in stock the user must pick the date of request. Then user can select a list of items to be purchased by selecting Item and quantity of items to be purchased. Reports are there based on

- All
- Id
- Purchase Request Date
- Finished or not

3.2.2 PURCHASE ORDER

This Section can be used by user to issue Purchase order for corresponding Purchase Requests. Through this form the user who is responsible for confirming the purchase requests can make Purchase Orders from corresponding purchase request. The user must pick the date of Order. There will be a list of Purchase requests which are made previously. The user should select one of the requests and he can verify the request details in next list. Then user can modify that list and make Purchase Order using that modified list There is a Confirm Button which the user should click in order Confirm the Order. This Purchase order is then transferred to Purchase .Report is there based on

- All
- Id
- Purchase order Date
- Done or not

3.2.3 PURCHASE

This Section can be used by Purchase division of the Construction Company 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. Then he should select the Purchase Order he wished to make purchase by clicking it .The same will result in the display of 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 and balance amount is updated to journal. Purchase should be confirm and only after that Purchased quantity is updated to Stock. Reports are there based on

- ✓ All
- ✓ Purchase Id
- ✓ Supplier
- ✓ Date

3.2.4 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 .Amount to be paid is calculated and updated in journal .Purchase Return Reports are there based on

- All
- Id
- Supplier
- Return date
- Confirmed

3.3 STOCK ADJUSTMENT

This Section is used to add or remove items directly to stock . Through this form we can directly Add or remove Items to the current stock. For E.g. If some of the Item gets damaged, that item can be removed directly from stock through this form . The user must select Add to stock or remove from stock option. Then select item code, Item description, quantity to be adjusted ,rate etc. We can also enter descriptions for a particular stock adjustment.

3.4 MATERIAL RATE VARIATION

This Section is used to compare material's rate in estimate with last Purchase rate. Here When we select an estimate, it displayed it's estimated rate and last purchase rate.

4. PUBLIC RELATION MODULE

This module details about the complaints from public and case details of the Company . It Includes

- ❖ Case
- ❖ Case Hearing Details
- ❖ Public Complaints

4.1 CASES

It includes the case details. It details about Case Name, Court Name, start Date, details of party etc. There is an option to close the case after all hearing. Reports of Case details are there based on

- ❖ All
- ❖ Start date
- ❖ Case Name
- ❖ Court Name
- ❖ Party
- ❖ Status

4.2 CASE HEARING DETAILS

It includes hearing details of the cases . Here when we select a case it displayed its details there, there is an option to enter the court verdict. Case Hearing details are there based on

- ❖ All
- ❖ Date
- ❖ Case Name
- ❖ Court Name
- ❖ Party
- ❖ Court Verdict

4.3 PUBLIC COMPLAINTS

Here it includes the details of Complaint from Public. Reports of Complaints from Public are there based on

- ❖ All
- ❖ Date
- ❖ Name

- ❖ Complaint
- ❖ Solution

5. HRD MODULE

It includes

- ❖ Vacancy
- ❖ Staff Interview
- ❖ Staff Selection
- ❖ Staff Termination
- ❖ Staff Complaints

5.1 VACANCY

Vacancy form is used for reporting the vacancies arising various departments in the Company. We can save the details of vacancy after selecting the designation with Job code, Number of Vacancy, Start date, Closing date and Description about the Vacancy. Reports are there based on

- Start Date
- Close date
- Designation
- Vacancy No.
- Job code
- All

5.2 STAFF INTERVIEW

By the help of Interview form, user can record all the personal details of the applied candidates. This form is also used for short listing the candidates .Interview form is the Continuation of Vacancy form. The Name, Age, Address, Qualification etc .are Mandatory for saving the interview Form. Reports are there based on

- All
- Date
- Job code
- Name
- Post

- Status

5.3 STAFF SELECTION

Staff Selection is for just confirming the selection of Employee. Short listed employees are listed in grid there, for selection we just confirm the data with selected button .Reports are there based on

- All
- Date
- Job code
- Name
- Post
- Status

5.4 STAFF TERMINATION

Staff termination is for storing the terminated staff details .Here we can save data by selecting employee name and entering termination date and reason. Reports are there based on

- All
- Date
- Staff Name
- Designation
- Reason
- Status

5.5 STAFF COMPLAINTS

It deals with various complaints arising from the company itself , i.e Complaints from different staffs of the company can be reported here. Staff Complaints are reported here after selecting employee name and designation. Reports are there based on

- All
- Date
- Staff Name

- Complaint
- Solution

6. VEHICLE MODULE

It includes

- ❖ Vehicle Master
- ❖ Maintenance
- ❖ Appreciation/Depreciation
- ❖ Scrap Selling
- ❖ Receipts and Payments

6.1 VEHICLE MASTER

It includes the details of existing and new vehicles. It includes vehicle no., model, manufacturer, category, Purchase date, purchase price and Current value .Reports are there based on

- ❖ All
- ❖ Id
- ❖ Vehicle
- ❖ Manufacturer
- ❖ Model
- ❖ Category
- ❖ Purchase Date
- ❖ Status

6.2 VEHICLE MAINTENANCE

Maintenance deals with any Maintenance works done on Vehicles .Here we can enter the maintenance details after selecting the vehicle from list. Reports are there based on

- ❖ All
- ❖ Id
- ❖ Vehicle
- ❖ Maintenance Date
- ❖ Status

6.3 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 .Reports are there based on

- All
- Id
- Current Year
- Last Year
- Type
- Confirmed
- Vehicle

6.4 VEHICLE SCRAP SELLING

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 .Reports are there based on

- All
- Id
- Vehicle
- Selling date
- Profit or loss
- Confirmed

6.5 VEHICLE RECEIPTS AND PAYMENTS

It details about the receipts and payment details of the vehicle. Receipts and Payment records entire cash transaction made on Vehicle's. Reports are there based on

- All
- Id
- Entry Date
- Type
- Confirmed
- Vehicle

7. PAYROLL MODULE

It Include

- ❖ Designation
- ❖ Employee Details
- ❖ Leave / Holiday

- ❖ Advance
- ❖ Increment
- ❖ Payment
- ❖ Attendance

7.1 DESIGNATION

This is the master form for entering the designation details. Here user has to enter designation ,salary type. there are two types of salary are there

- ✓ Monthly
- ✓ Daily

For daily salary user has to enter full wage, half wage and overtime details .For monthly salary user has to enter TA,DA and PF details etc

7.2 EMPLOYEE DETAILS

This is for entering all employee details of the Company. i.e. Storing all the personal details of an employee. User can specify whether they have come either through interview or direct .Designation wise they can enter all the personal details of an employee. For employee by interview ,all details displayed there after selecting the employee Name .

7.3 LEAVE / HOLIDAY

Admin can store major holidays in the company after selecting holiday tab .For this admin has to select date and enter the reason for holiday. For Leave user has to select the employee and project in which the employee is working. Overtime working details also marked there after selecting 'overtime' .For that User has to enter the ' No. of hours' there

7.4 ADVANCE

This is for entering the salary advance taken by employees. For that user has to select the date and employee name and enter the paid amount

7.5 INCREMENT/ PROMOTION

This is for storing increment/promotion details of the employees .We can enter the increment details can save after selecting increment date and employee name,current designation and Salary displayed that after selecting employee name. User can enter any remarks there if needed .For promotion also user has to select the employee name and designation ,then current designation displayed there ,user has to select new designation from there

7.6 PAYMENTS

This form is for entering the salary payment for employees. Here when we select the date and employee name amount to pay displayed there. Reports of salary payments are there based on

- All Payment
- Within a date interval
- Employee

7.7 ATTENDANCE

This is for entering the daily attendance details of the employees. Here we can enter the attendance details of regular employees and panel employee .For regular employees , when we select the date and project it lists all employees working with that project, from there user can mark the attendance .For panel employees after selecting the date and project user can enter each employee's name and daily wage .Attendance Report and panel employee 's report are there based on

- All
- Project
- Date

8. PROJECT MANAGEMENT MODULE

It includes

- ❖ Beginning Document Details
- ❖ Estimate Details
- ❖ Project Details
- ❖ Client Details
- ❖ Company Details
- ❖ Work Master
- ❖ Work Assignment
- ❖ Comparison of Prices

8.1 BEGINNING DOCUMENTS

It includes the documents needed for starting a Project . Details of different documents can save there. Reports are there based on

- All Report
- Date interval
- By Project

- Type of Document

8.2 CLIENT DETAILS

Here user can view the details of Clients . Here user has to enter name,address,date and phone number. Report of all Client details are there.

8.3 COMPANY DETAILS

Here user has to enter the company details like name,address, email, register number and Income tax number

8.4 WORK MASTER

Work Master is for entering the work rate of each designation per day.

8.5 WORK ASSIGNMENT

This is for entering the details of work assignment to workers. Here when user select the project details, its pending assignment and work details displayed there, then the user can Assign workers for each work. There is an additional option for entering the details of completed work there. Reports are there based on

- Project Current status
- Sub Project status
- Project division Current status
- Deviation of estimate due to addition of new items
- All Material Issue status
- Individual Material issue status
- Work Status
- Work Progress
- Material Issue
- Labour Report
- Total Work status
- Work Forecasting

8.6 ESTIMATE DETAILS

Here User can store the estimate details of different Project. Here user can save each and every details of a project there. After entering all details ,total square feet and expense displayed automatically there. In ' estimate Item details ' user has to enter item details there like item name, quantity etc, In 'worker estimate details' user can enter the ' No. of employees' , 'No. of days' and amount/day will display there

Go to Estimate Sections

With this form user can directly view the details of items/worker/sub estimate details. Report are there based on

- ❖ Estimate
- ❖ Sub Estimate
- ❖ Estimate Sub Division
- ❖ Estimate Division Items
- ❖ Estimate Worker Details

8.7 PROJECT DETAILS

Here it includes the details of projects in the company. We can enter details here either after selecting the estimation details or by direct. After entering all sub project and material issue details total expense and total square feet automatically displayed there.

Go to Project Sections

With this user can directly view the subproject/material issue details directly. Reports are there based on

- ❖ Project details
- ❖ Sub Project details
- ❖ Project Sub Division
- ❖ Project Division Items
- ❖ Project Worker Details

8.8 COMPARISON OF RATE

Here user can compare the rate of issued materials

9. SALES MODULE

It includes

- ❖ Section Sales
- ❖ Installment Payment
- ❖ Incentive Payment
- ❖ Contract Cancel
- ❖ Settings
 - ✓ Section Master
 - ✓ Additional Charges Master

9.1 SECTION MASTER

It details about the sections in the project. Here for each project like flat we can enter the details of each sections like 'no. of rooms' in that section, square feet, rate/square feet and

Section name

9.2 ADDITIONAL CHARGES MASTER

It details about the additional charges details.

9.3 SECTION SALES

It includes details of sales of individual sections in the project. After Selecting date, client and project, it will display the details of all section, for sale we can select each section there. here can enter the percentatge of incentive payment for employee .Here payment can be like installment. For that user has to select the details of installment payment

9.4 INSTALLMENT PAYMENT

Here it details about schedule for installment payment . Details of pending payment are displayed there in a grid ,for payment select data from grid,we can make complete payment after selecting 'complete payment' button.

9.5 INCENTIVE PAYMENT

It includes details of incentive payment for employees .when we select an employee it details The incentive payment details i.e, project paid amount and balance amount

9.6 CONTRACT CANCEL

Here it details about the details of cancellation of contract . Here it details paid deducted amount, refund amount and details of deduction charges .

10 ACCOUNTS MODULE

This module deals with cash/bank, receipts/payments, journal vouchers, etc... Various books of accounts, such as cashbook, bankbook and ledgers, can be generated and maintained using this module. It can also generate trial balance, balance sheet, project wise P and L a/c and profit and loss statements.

10.1 MAIN GROUP

Main Group is the master form used for creating Sub Account heads in this software. Initially the main group contains some Built-in Account heads that cannot be deleted. The main Heads under the main Group are

- Bank,
- Cash,

- Assets
- Liability
- P and L expense
- P and L Income
- Trading Expense
- Trading Income

The User can add some more Sub groups under this Main Group.

10.2 LEDGER GROUP

The Ledger Group is the sub group of Main group. Ledger Group is used to create different sub groups under Main Group the Ledger Head name is the head that are displayed in the Reports like Trading Account, Profit& Loss A/c and Balance Sheet. The User also has the facility to add Opening stock values by the help of ledger Group.

10.3 LEDGER HEADS

The Ledger head is the Subgroup of Ledger Group.

10.4 CHEQUE BOOK

It details about all the cheque book details in the Company .For each cheque book it saved issuing bank, receive date ,count and beginning no. of cheque . Cheque details report are there based on

- All
- Date
- Party
- Bank Name

10.5 RECEIPTS AND PAYMENTS

Receipts & Payments form is used to Pay or Collect the Cash transactions arising in the Company .The Receipts & Payments form allows partly paying facility. It has an additional feature to record the transactions as Cash or Cheque

10.6 JOURNAL BOOK

To Debit/Credit any Account Using Journal Entries. In peak view 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 company is posted to journal through ledger

10.7 LEDGER BOOK

It details about day by day debit/credit details arising in the Company

10.8 CHEQUE REGISTER

It details about all the cheque book details in the Company .For each cheque book it saved issuing bank, receive date ,count and beginning no. of cheque

10.9 TRADING ACCOUNT

To display the Direct Expenses and Direct Incomes and the Balance as a report.The Trading Account consists of all the Direct Expenses and Direct incomes that are arising in a company. Example of Direct Expense is Purchase and example of direct income is Sales. It shows the Gross Profit or Gross Loss without effecting the indirect Expenses and Indirect Incomes. Normally this Report is processed within a specified date Range.

10.10 PROFIT AND LOSS ACCOUNT

To display the Indirect Expenses and indirect Incomes and the Balance as a report.Like the Trading Account, Profit& Loss A/c displays the Indirect Expenses and Indirect incomes in a company. It also displays the Balance Profit or losses that are arising from the Trading account. The Final Difference is treated as Net Profit or Net Loss.

10.11 BALANCE SHEET

The Balance sheet is the statement of assets and liabilities of a Company . All Assets and liabilities arising in the Company are displayed in Balance Sheet.

10.12 PROJECT WISE P AND L ACCOUNT

It displayed the project wise account details after selecting the project name