



SHE Technologies

A Software, Web Development & Consultant Co.

Sales Management System (SAMS) User Manual



Ver 5.6

Dated Apr 07, 2021

SHE Technologies

Ph. 042 3740 1143



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1. SAMS User Guide

1.1. Member Registration (Booking)

Systems → Developers Management → Member Registration

- write new registration no. (1122)
- Enter member information i.e. (CNIC, Name, Address Etc.)
- Select Payment Plan i.e. (5MR)
- Total Price (1600,000) and
- Booking Amount (480,000)
- Net Price (1,600,000)
- Other Payment Section with due dates
(Booking 480,000, Half Yearly 2 x 200,000, Possession 300,000, installments 10 x 42,000)
- Other Payments + Installments Total must be equal to Net Price
 $480,000 + 200,000 + 200,000 + 300,000 + 420,000 = 1600,000$

1.1.1. Generate from Payment Plan

it will populate all installments according to parameters (payment schedule). i.e. if you defined in payment schedule 36 installments then it will make 36 installments on click this button.

1.1.2. Generate Special Plan

You can make customize plan for any member using generate special plan button.

- Enter Start Date (1st installment date)
- No. of installments
- Total Amount of installments i.e. 420,000 (42000 x 10)

Click Button – Save

Member Registration (w_member_registration_new)

1.1 Branch: OVP007 Booking ID / Reg# /UID #: 1122

ID & Name: 35202-2817316-9 member name

Father/Husband: S/O member father name

NID & Nationality: 35202-2817316-9 DOB: 18/01/1979

Current Address: xxxxxxxxxxxx

Country: PAKISTAN City: LAHORE Area:

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Plan & Booking: 5MR 01/01/2021

Block & Plot:

Unit Rate(M): .00

Total Price: 1,600,000.00

Add. Unit Rate: .00 % 1,600,000.00

Additional Amt: .00 G.Tot.Price: 1,600,000.00

Discount/Rebat: .00 Net Price: 1,600,000.00

Special Rebat: .00 Sp. Price: 1,600,000.00

Booking Price: 30.00 480,000.00

Thumb Register Reset

Payment Plan Oth. Payments Alerts Personal Info. Misc. Partners Analysis SP. Rebat Preferences Notes Letters

Sr.No.	Payment Type	Inst. No.	Inst. Date	%age	Amt To Receive	Rebat Amt.	Amt Received	Show	You. Date
1	BOOKNG	1	01/01/2021	30.00	480,000.00	.00	.00		00/00/0000
2	HALF 1	1	30/06/2021	12.50	200,000.00	.00	.00		00/00/0000
3	HALF 2	1	31/12/2021	12.50	200,000.00	.00	.00		00/00/0000
4	POSSES	1	31/12/2021	18.75	300,000.00	.00	.00		00/00/0000
Total :					1,180,000.00	0.00	0.00		

Populate



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Inst. No	Inst. Date	%age	Inst. Amount	Rebate	Received Amt	Remarks
1	19/03/2021	.00	42,000.00	.00	.00	
2	19/04/2021	.00	42,000.00	.00	.00	
3	19/05/2021	.00	42,000.00	.00	.00	
4	19/06/2021	.00	42,000.00	.00	.00	
5	19/07/2021	.00	42,000.00	.00	.00	
6	19/08/2021	.00	42,000.00	.00	.00	
7	19/09/2021	.00	42,000.00	.00	.00	
8	19/10/2021	.00	42,000.00	.00	.00	
9	19/11/2021	.00	42,000.00	.00	.00	
10	19/12/2021	.00	42,000.00	.00	.00	
Total =>			420,000.00	0.00	0.00	

Start Date :: 01/01/2021

Generate from Payment Plan

Start Date: 19/03/2021

Frequency: 1 Month Later

Tot. Inst. 10

Inst. Amt : 420,000

Generate Special Plan

Repeat 1st Amt Reset

1.1.3. From-1 (Account statement)

Reports New → 10-02-01

After enter booking you can give print of account statement to your client.

Member Information		Account Statement																																																																																																																																									
Registration No:	1122																																																																																																																																										
CNIC No.	35202-2817316-9																																																																																																																																										
Member Name:	1. member name																																																																																																																																										
S/O :	member father name																																																																																																																																										
Address:	xxxxxxxxxxxx																																																																																																																																										
	xxxxxxxxxxxx																																																																																																																																										
	xxxxxxxxxxxx																																																																																																																																										
	LAHORE PAKISTAN																																																																																																																																										
Mobile , Ph. Off/Res. :	xxxxxxxxxxxx , xxxxxxxxxxxx , xxxxxxxxxxxx																																																																																																																																										
File/Plot Information																																																																																																																																											
Block Name:	Payment Code:	05 Maria Residential																																																																																																																																									
File/Plot No.:	Street # :																																																																																																																																										
Type:	Category :	SMR Actual Size :																																																																																																																																									
	Booking Date:	01/01/2021																																																																																																																																									
Payments Detail																																																																																																																																											
Total Price :	1,600,000	Discount Amt :	0																																																																																																																																								
Net Price :	1,600,000	Receive Amount :	0																																																																																																																																								
Waive Amt :	0	Outstanding Amt.	1,600,000																																																																																																																																								
PDC Amount :	0	Over Due Amt:	480,000																																																																																																																																								
Hold Amount :	0																																																																																																																																										
<table border="1"> <thead> <tr> <th>Payment Desc</th> <th>Inst No</th> <th>Date</th> <th>Due Amt.</th> <th>Rebat / Adj</th> <th>Recv. Amt.</th> <th>OS Amt</th> <th>Surocharge</th> </tr> </thead> <tbody> <tr> <td>Booking</td> <td>1</td> <td>01/01/2021</td> <td>480,000</td> <td>0</td> <td>0</td> <td>480,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>1</td> <td>19/03/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>2</td> <td>19/04/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>3</td> <td>19/05/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>4</td> <td>19/06/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>1st Half Yearly</td> <td>1</td> <td>30/06/2021</td> <td>200,000</td> <td>0</td> <td>0</td> <td>200,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>5</td> <td>19/07/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>6</td> <td>19/08/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>7</td> <td>19/09/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>8</td> <td>19/10/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>9</td> <td>19/11/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>Installment</td> <td>10</td> <td>19/12/2021</td> <td>42,000</td> <td>0</td> <td>0</td> <td>42,000</td> <td>0</td> </tr> <tr> <td>2nd Half Yearly</td> <td>1</td> <td>31/12/2021</td> <td>200,000</td> <td>0</td> <td>0</td> <td>200,000</td> <td>0</td> </tr> <tr> <td>Final Land Payment</td> <td>1</td> <td>31/12/2021</td> <td>300,000</td> <td>0</td> <td>0</td> <td>300,000</td> <td>0</td> </tr> <tr> <td>Sub Total :</td> <td></td> <td></td> <td>1,600,000</td> <td>0</td> <td>0</td> <td>1,600,000</td> <td>0</td> </tr> <tr> <td>Grand Total :</td> <td></td> <td></td> <td>1,600,000</td> <td>0</td> <td>0</td> <td>1,600,000</td> <td></td> </tr> </tbody> </table>				Payment Desc	Inst No	Date	Due Amt.	Rebat / Adj	Recv. Amt.	OS Amt	Surocharge	Booking	1	01/01/2021	480,000	0	0	480,000	0	Installment	1	19/03/2021	42,000	0	0	42,000	0	Installment	2	19/04/2021	42,000	0	0	42,000	0	Installment	3	19/05/2021	42,000	0	0	42,000	0	Installment	4	19/06/2021	42,000	0	0	42,000	0	1st Half Yearly	1	30/06/2021	200,000	0	0	200,000	0	Installment	5	19/07/2021	42,000	0	0	42,000	0	Installment	6	19/08/2021	42,000	0	0	42,000	0	Installment	7	19/09/2021	42,000	0	0	42,000	0	Installment	8	19/10/2021	42,000	0	0	42,000	0	Installment	9	19/11/2021	42,000	0	0	42,000	0	Installment	10	19/12/2021	42,000	0	0	42,000	0	2nd Half Yearly	1	31/12/2021	200,000	0	0	200,000	0	Final Land Payment	1	31/12/2021	300,000	0	0	300,000	0	Sub Total :			1,600,000	0	0	1,600,000	0	Grand Total :			1,600,000	0	0	1,600,000	
Payment Desc	Inst No	Date	Due Amt.	Rebat / Adj	Recv. Amt.	OS Amt	Surocharge																																																																																																																																				
Booking	1	01/01/2021	480,000	0	0	480,000	0																																																																																																																																				
Installment	1	19/03/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	2	19/04/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	3	19/05/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	4	19/06/2021	42,000	0	0	42,000	0																																																																																																																																				
1st Half Yearly	1	30/06/2021	200,000	0	0	200,000	0																																																																																																																																				
Installment	5	19/07/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	6	19/08/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	7	19/09/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	8	19/10/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	9	19/11/2021	42,000	0	0	42,000	0																																																																																																																																				
Installment	10	19/12/2021	42,000	0	0	42,000	0																																																																																																																																				
2nd Half Yearly	1	31/12/2021	200,000	0	0	200,000	0																																																																																																																																				
Final Land Payment	1	31/12/2021	300,000	0	0	300,000	0																																																																																																																																				
Sub Total :			1,600,000	0	0	1,600,000	0																																																																																																																																				
Grand Total :			1,600,000	0	0	1,600,000																																																																																																																																					

Report 10-05-01

Registration Wise Detail										Date :	19/02/2021 15:05:50	
ID No.		To		ZZZZZZZZZZ						Print By : SU		
Registration From : 1122		To 1122										
Booking Date From : 01/01/2016		To 19/02/2021		Finalize Status: ALL								
Payment Plan : ALL				Registration Status: ALL								
Block : ALL												
Sr. No.	Booking Date	Reg. No	Member Name	ID No.	PayCode	Plot No.	Plot Type	Total Price	Add. Price	Discount	Net Price	Status
1	01/01/2021	1122	member name	35202-2817316-9	SMR	-		1,600,000	0	0	1,600,000	Normal
Total :-								1,600,000	0	0	1,600,000	



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1.2. Member Registration (Non-Financial Information)

Systems → Developers Management → Member Registration – Changes Non-Financial

1.2.1. Alerts

Alert will popup this information to users at different stages

Alert No	Alert Narration
1	HE IS RELATIVE OF BOSS
2	HE IS VIP MEMBER

1.2.2. Personal Information

- You can add all personal information for member's file
i.e. Permanent Address, Nominee information
- Letter & Ph Contact (Yes/No)
(Click "No" to Skip Print of letters of this member just when bulk printing)
- SMS & Email Contact (Yes/No)
Click "No" to Skip SMS to this client when sending SMS from software.

Payment Plan	Oth.Payments	Alerts	Personal Info.	Misc.	Partners	Analysis	Price BreakUp	Preferences	Notes	Letters
1 Permanent Address: NIC / ID: Nominee Name: Country & City: Father/Husband: Relation: DOB: Letter & Ph Contact: ☐ Yes ☐ No ☐ Yes ☐ No Address: SMS & Email Contact: ☐ Yes ☐ No ☐ Yes ☐ No Contact #: Membership # Allotment # Transfer # Payment Schedule # booking Ref # Alottee Form Sr # Personal Information Filler Status: ☐ Yes ☐ No Filler Date:										

1.2.3. Misc. Information

Use for different miscellaneous information

- Include in Ballot (Yes/No) – Mark Yes if you want to add this file in balloting
- Possession Status – (Done / Pending)

Payment Plan	Oth.Payments	Alerts	Personal Info.	Misc.	Partners	Analysis	Price BreakUp	Preferences	Notes	Letters
File Location: File / FDR/Mem #: Booking Ref # /Plot ID: Allotment No: Allocation Date: Application / Form #: Include In Ballot: ☒ Yes ☐ No Plot Type: Branch: Customer Code: Possession Status: Target Date: Sale By: Actual Date: Sale To / Company: Remarks: Rebat %age: Percent Of: Rebat Amt: Special Rebat:										



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1.2.4. Partners Information

In case of more than one owner of a file, you can add subsequent partners.

- Click Add new line Button or Press (Ctrl + N)
- Click Button “New” + Add Member’s Information + Save + Close
- Click Button “Search” Select Partner to Enter
- Click “P” Button for Select Partners Picture.

Payment Plan	Oth. Payments	Alerts	Personal Info.	Misc.	Partners	Analysis	Price BreakUp	Preferences	Notes	Letters
Sr #	Partner ID. No.	Partner Name	S / D / W	Father/Husband Name	Remarks					
1	03202-0260990-2	member name	W/O	member father name	Search	New	Thumb	P		
2	11111-1000000-9	member name	S/O	member father name	Search	New	Thumb	P		

1.2.5. Analysis Code

Add Multiple analysis to catagorize the files for different reports and letter printings

(see admin guide session to add parameters for analysis code).

- Click New Line Button (Ctrl + N) + Select analysis code

Payment Plan

Oth.Payments

Alerts

Personal Info.

Misc.

Partners

Analysis

Price BreakUp

Preferences

Notes

Letters

Sr.No.	Analysis Type	Analysis Code
1	AGENT	0016
2	FILE	OPEN_FILE

1.2.6. Preferences

You can set plot preference (Corner, Park-face). It will be corner plot in balloting.

- Add New Line (Ctrl + N) + Save

Payment Plan
 Oth. Payments
 Alerts
 Personal Info.
 Misc.
 Partners
 Analysis
 Price BreakUp

Preferences

Notes

Letters

Sr. No.	Plot Type
1	Corner

1.2.7. Notes

You can add Member Notes for any file.

- Add New Line (Ctrl + N) + Save

Payment Plan

Oth.Payments

Alerts

Personal Info.

Misc.

Partners

Analysis

Price BreakUp

Preferences

Notes

Letters

Sr No	Key Point Dt
1	Account Ledger is still not updated.



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1.3. Attach Pictures

Open file **d:\she\developers\developers.ini** (on Local Machine) and check the **docs folder** path i.e. **s:\developers\docs** in below screenshot.

- After save booking, you can see member registration folder in docs (auto created) folder S:\developers\docs\RD0004\RG-0001
- Format of all images should be .jpg format
- Fixed Names are:
 - 1-p (Person 1)
 - 2-p (transferred to Person 2)
 - 1-b (Person 2 before transfer) i.e. transfer draft stage
 - RG-0001-1-p-partner1.jpg (Partner of Person 1) i.e. Reg_no. + person no. + partner no

This is screenshot of developers.ini file, you can see **docs folder** path here

```
[connection]
dbms="MSS (Msoft) SQL Server 6.0"

servername = server
database    = your_db_name

logid       = sa
logpass     = 11

userid      =
password    =
default_branch = SHE001

members_folder = 's:\developers\members\'
docs_folder    = 's:\developers\docs\'
letters_folder = 's:\developers\letters\'
default_folder = 's:\developers\default\'
```

See pictures and fixed names in below folder

RD0004 is branch code folder

RG-0001 is folder for member's file





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1.4. Attach Scanned Documents

All scanned documents starting with 1 will be shown for 1st person and 2 is for 2nd persons documents then 3 and so on...

Name	Date modified	Type	Size
1-p.jpg	21/11/2019 10:13 AM	JPG File	5 KB
1-scan_2.jpg	21/11/2019 10:13 AM	JPG File	6 KB
1-scan3.jpg	21/11/2019 10:13 AM	JPG File	5 KB
2-scan_1.jpg	21/11/2019 10:13 AM	JPG File	5 KB
scan.jpg	21/11/2019 10:14 AM	JPG File	7 KB

all scanned documents names should be in format:
"1- or 2- or 3- " and so on.

1- is for 1st person's documents
2- is for 2nd person's documents
3- is for 3rd person's documents

- This is how it will show in software

Registered Members Inquiry (w_member_registration_inq)

1 Branch: OVP001 Booking ID / Reg # [REDACTED] Thumb Verification

Member ID & Name: [REDACTED] Quota Category: [REDACTED]

Father/Husband: S/O [REDACTED] Size & Booking Dt: 03-M 01/03/2019

NID/CNIC & Nationality: [REDACTED] DOB: 08/07/1993 Block & Plot #: [REDACTED]

Address: MUHALLA MAKHAN PURA Unit Rate: [REDACTED] S.Ft

CHAMERA Total Price: [REDACTED]

Country: PAKISTAN City: LAHORE Add Price: [REDACTED] .00

Ph.Off/Res/Mob: [REDACTED] Call SP: Rebat [REDACTED] .00

Email Address: [REDACTED] Net/ SP: Price: [REDACTED]

Booking Price: 20.00 240,000.00

Zoom

1-p.jpg
1-p.jpg
1-scan_2.jpg
1-scan3.jpg



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1.5. Rebate / Discount

Systems → Developers Management → Member Registration

You can add discount/rebate amount as rebate / discount. Note that, you can enter receipts for just Net Price 1,450,000

Member Registration (w_member_registration_new)

1.1 Branch: OVP007 Booking ID / Reg# /UID #: 1122

ID & Name: 35202-2817316-9 member name

Father/Husband: S/O member father name

NID & Nationality: 35202-2817316-9 DOB: 18/01/1979

Current Address: xxxxxxxxxxxx

Country: PAKISTAN City: LAHORE Area: GULBERG III

Ph.Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Plan & Booking: 5MR 01/01/2021

Block & Plot:

Unit Rate(M): .00 M

Total Price: 1,600,000.00

Add. Unit Rate: .00 % .00

* Additional Amt: .00 G.Tot. Price: 1,600,000.00

Discount/Rebat: 9.38 150,000.00 Net Price: 1,450,000.00

Special Rebat: .00 .00 Sp. Price: 1,450,000.00

Booking Price: 22.76 330,000.00

Thumb Register Reset

Report 10-05-01

Registration Wise Detail												Date :	20/02/2021 10:32:48	
ID No.			To			ZZZZZZZZZZ						Print By : SU		
Registration From :			1122			To			1122					
Booking Date From :			01/01/2016			To			20/02/2021			Finalize Status: ALL		
Payment Plan :			ALL			Registration Status:			ALL			Block : ALL		
Sr. No.	Booking Date	Reg. No	Member Name	ID No.	PayCode	Plot No.	Plot Type	Total Price	Add. Price	Discount	Net Price	Status		
1	01/01/2021	1122	member name	35202-2817316-9	5MR	-		1,600,000	0	150,000	1,450,000	Normal		
Total :-								1,600,000	0	150,000	1,450,000			



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1.6. Location Price (Corner / Park-face / Main Boulevard)

1.6.1. Additional amount

You can add location price in total price. As per screenshot you can enter receipt till 1750,000.

Member Registration (w_member_registration_new)

1.1 Branch: OVP007 Booking ID / Reg# /UID #: 1122

ID & Name: 35202-2817316-9 member name

Father/Husband: S/O member father name

NID & Nationality: 35202-2817316-9 DOB: 18/01/1979

Current Address: xxxxxxxxxxxx

Country: PAKISTAN * City: LAHORE Area: GULBERG III

Ph.Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Plan & Booking: 5MR 01/01/2021

Block & Plot

Unit Rate(M) .00 M

Total Price: 1,600,000.00

Add. Unit Rate: 9.38 % 1,600,000.00

* Additional Amt: 150,000.00

Discount/Rebat: .00 .00

Special Rebat: .00 .00

Booking Price: 41.71 730,000.00

S.Tot.Price: 1,750,000.00

Net Price: 1,750,000.00

Sp. Price: 1,750,000.00

Thumb Register Reset

Report 10-05-01

Registration Wise Detail										Date : 20/02/2021 10:23:55		
ID No.		To		ZZZZZZZZZZ						Print By : SU		
Registration From : 1122		To 1122										
Booking Date From: 01/01/2016		To 20/02/2021		Finalize Status: ALL								
Payment Plan : ALL		Registration Status: ALL		Block : ALL								
Sr. No.	Booking Date	Reg. No	Member Name	ID No	Pay Code	Plot No.	Plot Type	Total Price	Add. Price	Discount	Net Price	Status
1	01/01/2021	1122	member name	35202-2817316-9	5MR	-		1,600,000	150,000	0	1,750,000	Normal
Total :-								1,600,000	150,000	0	1,750,000	



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1.7. Booking Finalize

User can't do changes in Finalized File. Only Non-Financial change all allowed in Finalized File

Systems → Developers Management → Member Registration – Finalize All

Click Button “Retrieve” to show list of un-finalized files.

Sr.No.	Registration No	Member Name	Plot/Shop #	Size	Total Price
1	AWJ5816004	member name	CLVCOM 84	04-M C	4,000,000.00
2	AWJ5816005	member name	CLVCOM 85	04-M C	4,000,000.00

1.8. Booking - Unfinalized

If File is already finalized, then for changing Financial information or change payment plan, user need to un-finalize the file.

Maintenance → Developers → Change & Deletion → Reverse of Finalized member registration

- Select File + Save

Information

Registration No. is UN-Finalized

OK



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1.9. How to Transfer the File

1.9.1. Transfer Draft:

System → Developer management → Transfer Draft

- Select "Reg #" (Seller)
- Enter buyer data
- Enter Transfer Date (i.e. 15-05-2018 in below screenshot)
- Enter Transfer changes (i.e. 10,000 in below screenshot) (**Optional**)
- Click on the Save button. (Ctrl + S).

1.9.2. Transfer Letters

- After Save, Select already saved transfer draft
- Click Button "**Letters**"



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- Print all your letters related to transfer for sign and stamp from buyer and seller.

File Record Window About

Letters

Letter Type: ☒ Fixed ☐ User Define

Brn Code: MMK001 Registration No: MAF1000069

Letter Type: Transfer Deed

Sub-Category Description

- Terms & Conditions
- Transfer Deed
- Transfer Form

Preview Print Close

Preview Close Printer Data Object

Print Date: 15/05/2018 3:02:25 PM

1.9.3. Transfer Finalization:

System → Developer management → Transfer

- 1- Give the Registration No. that you want to Transfer Finally.
- 2- Click on the Save button. (**Ctrl + S**).

File Record Window About

Transfer

Branch: MMK001 Booking ID / Reg #: MAF1000069

Member ID & Name: 35201-7531561-9 Registraton # MA

Father/Husband: S/O xxxxxxxxxxxx

NID/CNIC & Nationality: 35201-7531561-9 xxxxxxxxxxxx DOB: 01/01/1982

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: Size & Booking Dt: 1-3M 06/01/2018

Block & Plot #: Unit Rate: .00 S.Ft

Total Price: 1,950,000.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat: .00 .00

Net/ SP. Price: 1,950,000.00

Booking Price: 38.46 750,000.00 Ext. Amt:

Member Data | Installments | Oth.Amount | Personal Info. | Partners

Registration No: MAF1000069

ID. No.: 35201-2220002-3 Registraton # MAF

Father/Husband: S/O xxxxxxxxxxxx

NIC/Nationality: 35201-2220002-3 DOB: 01/03/1986

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email ID: xxxxxxxxxxxx

Remarks:

Transfer Date: 15/05/2018 N

Transfer Charges: 10,000.00

Agent ID:

Agent Name:

Surrender Charges: .00

1 Select Transfer Draft from this Button



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1.9.4. Verify the Transfer is Done?

- Go to Inquiry screen and verify your transfer is done

Inquiries → Developers → Member Registration (Ctrl + I)

- 1st person is showing in history "Adeel Hanif"
- 2nd Person is Now the Seller "Sibghat Ullah"
- It is showing (2) at left top corner, that means files is transferred to 2nd buyer from 1st buyer

Registered Members Inquiry

Registration No. AS-001

Member ID & Name: 35202-1234567-8 SIBGHAT ULLAH

Father/Husband: S/O HADAYAT ULLAH

Passport & Nationality: 35202-1234567-8 PAKISTAN DOB: 06/01/1992

Address: 7/A FAISLA STREET TOHEED PARK GULSHAN-E RAVI

Country: PAKISTAN City: LAHORE

Ph. Off/Res/Mob: 042-3456321 042-741323 0324-1234567

Fax & Email Address:

Quota Category:

Old Reg. No.

Size & Booking Dt. PLAN 10/06/2014

Block & Plot #

Total Price: 100,000.00

Fin./Rent Amt: .00 .00

Rebat Amt: .00 .00

Net/Retail Price: 100,000.00

Booking Price: 10.00 10,000.00 Ext. Amt: 10,000.00

OS Amts Installments Inst. Dt. Oth. Amt Oth. Dt. History Personal Misc. PDC Allocations Partners Alerts Analysis Hold Receipts 2 Letters Form

Sr.No.	Id No	Member Name	S/D/W	Father/Husband Name	Transfer Date	Remarks
1	123	ADEEL HANIF	S/O	M HANIF	11/06/2014	FILE TRANSFER

1.9.5. Transfer Reversal:

System → Developer management → Transfer Cancel/ Reversal

- Select transferred File
- Save (Ctrl + S)
- You can see in inquiry screen top left corner (1), that means this is 1st buyer, because file transfer is reversed.

Registered Members Inquiry (w_member_registration_inq)

Branch: PDPC01 Booking ID / Reg # PC-0786

Member ID & Name: 12345-1234567-8

Father/Husband: S/O

NID/CNIC & Nationality: 12345-1234567-8 PAKISTAN DOB: 00/00/0000

Address:

Country: PAKISTAN City: LAHORE

Ph. Off/Res/Mob: 0333-1234567

Email Address:

Quota Category:

Size & Booking Dt. PLAN 01/01/2014

Block & Plot # A 4

Unit Rate: 1,333 1,125.00 S Ft

Total Price: 1,500,000.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP Rebat: .00 .00

Net/ SP Price: 1,500,000.00

Booking Price: 10.00 150,000.00 Ext. Amt: 300,000.00

OS Amts Installments Inst. Dt. Oth. Amt Oth. Dt. History Personal Misc. PDC Allocations Partners Alerts Analysis Receipts 2 Letters Statement



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1.9.6. Delete Transfer Draft

You can delete a transfer draft if you don't want to finalize it in future.

Systems → Developers Management → Delete Transfer Draft

- Select File **Reg #**
- Click **Delete** button (highlighted at top left corner)

File Record Window About

Transfer Draft - Deletion (w_dev_mr_transfer_draft_del)

1 Branch: OVP001 Booking ID / Reg # AMY4304068

Member ID & Name: 35202-2491853-8 member name

Father/Husband: S/O member father name

NID/CNIC & Nationality: 35202-2491853-8 PAKISTAN DOB: 01/01/1949

Address: xxxxxxxxxxxx

Country: PAKISTAN City: LAHORE

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: 03-M 23/07/2017

Size & Booking Dt: 03-M 23/07/2017

Block & Plot # B 239

Unit Rate: .00 S.P.

Total Price: 1,050,000.00

Add Price: .00

Rebat Amt: .00

SP. Rebat: .00

Net/ SP. Price: 1,050,000.00

Booking Price: 15.00 157,500.00 Ext. Ar

Member Data Installments Oth.Amount

AMY4304068

ID No. 35202-2491853-8 ASMA QUDSIA

Father's Name: S/O KHALID ABID ULLAH

Nationality: PAKISTAN Date of Birth: 00/00/0000

Address: HOUSE NO 277, BLOCK 2, SECTOR 2-C TOWNSHIP

Transfer Date: 27/09/2018

Transfer Charges: 15,000.00

Agent ID:

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1.10. Allocation / De-allocation of Plot

You need to have map / plot details entered in software. Then you can allot the plot to file / member.

1.10.1. Allocation (Plot Allotment)

After Allocation plot status will be **"booked" / sold**

System→Developer→Allocation of Plot/Shop/Apt/Office (Ctrl + A)

- Select File (Registration No.)
- Enter Plot information in New (B-274 in below screenshot)

Using Plot allocation option, you can replace allocation with new allocation (i.e. change plot # B-275 to B-274 in below screenshot), as well as you can allot plot if already not allotted.

Allocation/Re-Allocation

1 Branch: AJD002 Booking ID / Reg #: AMT5756005

Member ID & Name: 35202-4103967-9 member name

Father/Husband: S/O member father name

NID/CNIC & Nationality: 35202-4103967-9 DOB: 25/01/1987

Address:

Country: City:

Ph. Off/Res/Mob:

Email Address:

Quota Category:

Size & Booking Dt: 05MR-1 10/05/2018

Block & Plot #: B 275

Unit Rate: 2,444 1,125.00 S.Ft

Total Price: 2,750,000.00

Add Price: .00 .00

Rebate Amt: .00 6,759.00

SP. Rebate: .00 .00

Net/ SP. Price: 2,743,241.00

Booking Price: .00 275,000.00 Ext. Amt: .00

Installments Oth.Amts Personal Info. Transfer History Allocation Allocation History Refund History

Allocation Date: 22/02/2021

Old Block No: B Plot No: 275 Type:

New Block No: B Plot No: 274 Type: NORMAL

Remarks: New Plot Allotted / Replaced with B-274

1.10.2. De-Allocate of Plot

Using this option, you can de-allocate the plot from file. After deallocation plot status will be **"available"**

System→Developer→De-Allocation of Plot/Shop/Apt/Office

- Select Reg # + Enter Remarks + Save



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1.11. Cancellation & Reactivation of File/Plot/Shop

You can cancel and re-activation file due to payment recovery and management functions. Cancelled file can re-activated.

1.11.1. Cancellation

This option can be used for propose of Plot/Shop Cancellation. If your existing client are not paying his Installments ore other dues then you have right to cancel his file. You can use this option for different propose. At this window as you are seeing below you will enter the requisite registration no and enter the Remarks relating with file cancellation and press save button. File will be mark as "Cancel".

System → Developer Management → Cancellation

- Select Reg #
 - Enter Cancel Date + Remarks
 - Save
- After Cancellation File Status will be "Cancelled"

- This is how it will pop to you when user will access the file.



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File Record Window About

Registered Members Inquiry

1 Branch: MMK001 Booking ID / Reg # MAF1000069 << >> Zoom Re - Pc

Member ID & Name: 35201-7531561-9 Registraton # MAF1000069 Quota Category: Size & Booking Dt. J-3M 06/01/2018

Father/Husband: S/O xxxxxxxxxx

NID/CNIC & Nationality: 35201-7531561-9 xxxxxxxxxx DOB: 01/01/1982 Block & Plot #

Address: xxxxxxxxxx

Country: xxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxx

Email Address: xxxxxxxxxx

Status

Cancelled

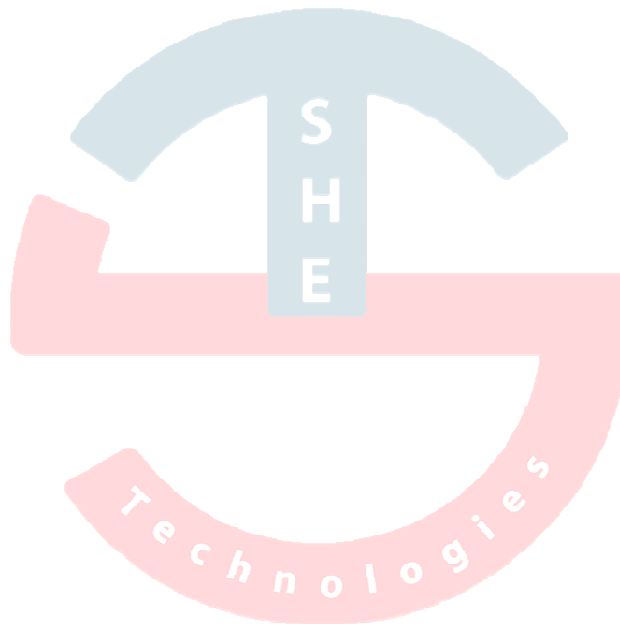
Exit

OS Amt. Installments Inst. Dt. Oth. Amt.

OS Amounts

OS Installments As On ~ 15

Inst. No	Inst. Date	O.S. Amount
----------	------------	-------------





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1.11.2. Re-activation

System → Developer Management → Re-Activation

After Cancellation you have also option to Re-Activate the File/Shop Data. At the Re-Activation window you will enter the Requisite Registration No. and Remarks if any and press the Save Button. System will automatically reactivate the File/Shop or your Client Data as you are seeing below.

- Select Reg #
- Enter Re-activation Date + Re-activation Charges + Remarks
- Save

After Save - You can enter receipt for re-activation charges received from customer, and file status will be **"Normal"**

Cancelled File - Re-Activation

1 Branch: MMK001 Booking ID / Reg # MAF1000069 1

Member ID & Name: 35201-7531561-9 Registraton # MAF1000069

3 Father/Husband: S/O

NID/CNIC & Nationality: 35201-7531561-9 DOB: 01/01/1982

Address:

Country: City:

Ph. Off/Res/Mob:

Email Address:

Quota Category:

Size & Booking Dt. I-3M 06/01/2018

Block & Plot #

Unit Rate: .00 S.F.

Total Price: 1,950,000.00

Add Price: .00

Rebat Amt: .00

SP. Rebat: .00

Net/ SP. Price: 1,950,000.00

Re-Activation Installments Oth.Amount Personal Info.

Buyer/Person No.: 1 Status Change No.: 1

Reactivation Date: 15/05/2018 Activation Charges: Optional .00

Remarks: reactivation on approval 2

Information

File/Plot Re-Activate Successfully

OK



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1.12. File Refund Settlement

Refund of file has two steps, first you mark it as refund, then you need to finalize to done the refund process.

1.12.1. File Mark Refunded

System → Developers Management → Refund/Settlement. marking

- Select Reg #
- Enter Charges (Optional)
- Enter Remarks + Save

Refund Marking (w_dev_refund)

Branch: MMK001 Booking ID / Reg # MAF1000072 1

Member ID & Name: 35202-4443192-3 Registraton # MAF1000072

Father/Husband: S/O xxxxxxxxxxxx

NID/CNIC & Nationality: 35202-4443192-3 xxxxxxxxxxxx DOB: 20/07/1984

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: Size & Booking Dt: I-3M 20/02/2018

Block & Plot # Unit Rate: .00 S.Ft

Total Price: 1,950,000.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat: .00 .00

Net/ SP. Price: 1,950,000.00

Booking Price: 38.46 750,000.00 Ext. Amt: .00

Refund Detail | Installment Detail | Oth. Payments

Refund Date: 15/05/2018 2

Total Price: 1,950,000.00

Inst Amt Received: .00 Other Refundable: 750,000.00

Charges Percent: .00 % Cahrges At: Total/Net Price

Other Charges: .00 Discount Amt: .00

Purchase Price: 1,950,000.00 Profit Amt: .00

Non Refunable: .00

Total Received: 750,000.00

Charges Amt: .00

Total Charges: 0.00

Net Settle Amt: 750,000.00

Refund Remarks: Refund and Amount is Adjustable to Another Plot 3

in case of repurchase you can give profit to you client.

Information

Registration Marked Refunded Sucessfully

OK

Account Statement

Member Information

Registration No: AMT5758005

CNIC No.: 35202-4103967-9

Member Name: 1. member name

S/O: member father name

Address: xxxxxxxxxxxx

Mobile, Ph. Off/Res: xxxxxxxxxxxx, xxxxxxxxxxxx, xxxxxxxxxxxx

Plot Information

Block Name: B

Plot No.: 275

Type: Residential-NORMAL

Payment Code: 5 MARLA RESIDENTIAL

Street #: 5-M

Category & Size: 5-M

Booking Date: 10/05/2018

Payments Detail

Net Price: 2,743,241.00

PDC Amount: 0.00

Total Received: 70.84 %

Receive Amount: 1,941,850.00

Hold Amount: 0.00

Outstanding Amt: 801,391.00

Over Due Amt: 370,715.00

*** MARK REFUND ***



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1.12.2. File Refund Finalize

You need to finalize refund to complete refund process.

Systems → Developers Management → Refund/Settlement Finalization

- Select Reg#
- Select Hard Coded Remarks
- Refund
- Re-Purchase
- Merge
- Shift

Further consequences of (Refund, Re-Purchase, Merge, Shift) are same.

Refund Finalization

Branch: MMK001 Booking ID / Reg # MAF1000072 1

Member ID & Name: 35202-4443192-3 Registraton # MAF1000072

Father/Husband: S/O xxxxxxxxxxxx

NID/CNIC & Nationality: 35202-4443192-3 xxxxxxxxxxxx DOB: 20/07/1984

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: I-3M 20/02/2018

Block & Plot #

Unit Rate: .00 S.F.

Total Price: 1,950,000.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat .00 .00

Net/ SP. Price: 1,950,000.00

Booking Price: 38.46 750,000.00

Refund Detail | Installment Detail | Oth.Amount

Refund Date: 15/05/2018

Total Price: 1,950,000.00

Inst Amt Received: .00 Other Refundable: 750,000.00

Charges Percent: .00 % Cahrges At: Total/Net Price

Other Charges: .00 Discount Amt: .00

Purchase Price: 1,950,000.00 Profit Amt: .00

Non Refunable: .00

Total Received: 750,000.00

Charges Amt: .00

Total Charges: 0.00

Net Settle Amt: 750,000.00

Refund Remarks: Refund and Amount is Adjustable to Another Plot

2 Refund Status: ☒ Refund ☐ Re-Purchase ☐ Merge ☐ Shifting

Just Informations

This is how it will pop up in inquiry screen

Registered Members Inquiry

Branch: MMK001 Booking ID / Reg # MAF1000072

Member ID & Name: 35202-4443192-3 Registraton # MAF1000072

Father/Husband: S/O xxxxxxxxxxxx

NID/CNIC & Nationality: 35202-4443192-3 xxxxxxxxxxxx DOB: 20/07/1984

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: I-3M 20/02/2018

Block & Plot #

Unit Rate: .00 S.F.

Total Price: 1,950,000.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat .00 .00

Net/ SP. Price: 1,950,000.00

Booking Price: 38.46 750,000.00 Ext. Amt: .00

OS Amounts | Installments | Inst. Dt. | Oth. Amt. | Oth. Dt. | History | Personal | Misc. | PDC | Allocations | Partners | Alerts | Analysis | Receipts | 2 | Letters | Statement

OS Amounts

OS Installments As On: 15/05/2018

Inst. No	Inst. Date	O.S. Amount	Payment Type
1	20/03/2018	30,000.00	
2	20/04/2018	30,000.00	
Total :-		60,000.00	

Refunded



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1.12.3. Refund Reversal

You can reverse the refund process.

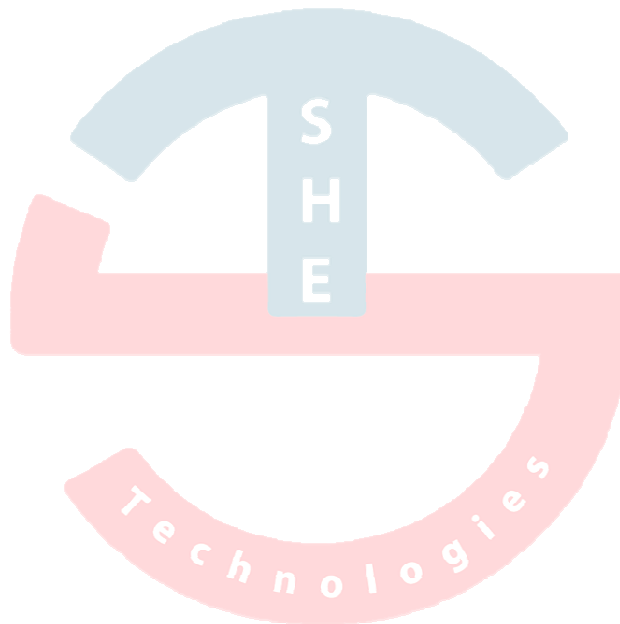
Systems → Developers Management → Refund Reversal (Before Finalization)

- Select Reg # + Save

Systems → Developers Management → Refund Reversal (After Finalization)

- Select Reg # + Save

Refund/Settlement Marking
Refund/Settlement Finalization
Refund Reversal (Before Finalization)
Refund Reversal (After Finalization)





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1.13. File Refund – Further Procedures

If you have **already entered some receipts in Refunded File**. Then You can do then below

- Pay cash / cheque to customer
- Adjust Balance in client's another File
- Balance Transfer

1.13.1. OS Balance Pay as Cash / Bank

You can pay client's balance amount in cash / cheque to him after refund this file.

Receipts & Payments → Member & Clients → Payments [Auto Entry]

- Enter CNIC of Member
- Payment Against "Refund Files" (it will show OS. Balance i.e. 500,000 in below screen shot)
- Enter Date
- Select Payment mode
- Enter Cash / Cheque Amount
- Bank Information and Remarks
- Save (Note **Payment No.** after Save)

Sr.No.	Balance Type	Balance Amount	Adjusted Amt	Paid Amount	Transfer Amt	OS Amt to Pay	Tax Deducted
1	Refund Files	750,000.00	250,000.00	.00	.00	500,000.00	.00
Total :-		750,000.00	250,000.00	0.00	0.00	500,000.00	



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1.13.2. Adjust Balance in Another File of Client

You can adjust refunded file balance in another file

Receipt & Payment → Developers Receipts → Receipts Auto

- Enter receipt in his normal file as below
- Payment Mode "**ADJ**"
- Select **Account no** of Refunded File (i.e. 2350100735)
- Save

Branch: MMK001 Receipt No: **OS amount of Files of Same Member CNIC**

Registration No.: MAF1000074 **1** Registraton # MAF **Detail** Unit #: **2**

Receiving Date: 15/05/2018 Receiving Type: ☐ Inst ☐ Other ☒ Both Amt.To Adjust: 750,000.00

Receiving Mode: **ADJ** **3** Received Amt: 250,000.00 Receipt Ref#: **5**

Instrument No.: Instrument Date: 00/00/0000 Adj A/C # / Reg #: 2350100735

Drawer Bank: Drawer Branch: **1**

Deposit in: Deposit A/C No.: **1**

Deposit Date: 00/00/0000 Reference No.: **1**

Post In A/C System: ☒ Yes ☐ No Clearance Date: 00/00/0000

Deposit By & Contact: **1**

Posting Date: 15/05/2018

Remarks: **1**

Sr.No	Payment Type	Inst.No.	Inst.Date	Due Amt.	Amount	Remarks
1	BOOKING	1	15/05/2018	750,000.00	250,000.00	
Total ::				750,000.00	250,000.00	





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1.13.3. Balance Transfer

If Refunded File's CNIC is Different from his Another File in which you want to Adjust Receipts. Then you can transfer Balance to Other CNIC as.

Systems → Member & Clients → Balance Transfer

- Enter CNIC From, CNIC To
- Balance type "DEVREFUND" to "DEVREFUND"
- Enter Amount + Remarks
- Save

File Record Window About

Balance Transfer

Balance Transfer No:

From

1 ID. No. From: 35202-4443192-3

Registraton # MAF

3 Balance Type: DEVREFUND

To

2 ID. No. To: 31202-0294079-5

ID # 31202-0294079-5

4 Balance Type: DEVREFUND

Transfer Amount: 5 250,000.00

6 Remarks: Half Amount Transferred to 31202-0294079-5 Reg # ABC

Member-1 Balances | Member-2 Balances

Sr.No.	Balance Type	Balance Amount	Adjusted Amt	Paid Amount	Transfer Amt	OS Amt to Pay	Tax Deducted
1	Refund Files	750,000.00	250,000.00	.00	.00	500,000.00	.00
Total :-		750,000.00	250,000.00	0.00	0.00	500,000.00	



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1.14. Waive (Cash Discount)

1.14.1. Waive Entry

Systems → Developers Management → Waive Amounts Misc. Developers → Waive Due Amount

- Enter waive information as below + Save

Sr.No.	In. Tot.	Payment Type	Inst. No.	Inst. Date	Amt To Receive	Rebat Amt.	Amt Received	Amt Receivable	Waive
1	Y	BOOKNG	1	06/01/2018	750,000.00	0.00	750,000.00	0.00	0.00
2	N	CORNER	1	06/01/2018	195,000.00	0.00	50,000.00	145,000.00	100,000.00
3	N	TRANSFR	1	15/05/2018	10,000.00	0.00	0.00	10,000.00	0.00
Total :					955,000.00	0.00	800,000.00	155,000.00	100,000.00

1.14.2. Waive Finalize

Systems → Developers Management → Waive Amounts Misc. Developers → Waive Due Amount - Finalize

- Enter Waive No + Save

Sr.No.	In. Total	Payment Type	Inst. No.	Inst. Date	Amt To Receive	Rebat Amt.	Amt Received	Amt Receivable	Waive
1	Y	BOOKNG	1	15/05/2018	750,000.00	0.00	250,000.00	500,000.00	50,000.00
Total :					750,000.00	0.00	250,000.00	500,000.00	50,000.00



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Total Received: 13.16 %									
Payment Desc	Inst #	Due Date	Due Amt.	Rebat Amt	Recv. Amt.	O.S. Amt	Recp. No.	Recp. Amt.	Adj. Amt.
Booking		15/05/2018	750,000	0	250,000	500,000	22	250,000	250,000
Installment	1	15/06/2018	30,000	0	0	30,000			
	2	15/07/2018	30,000	0	0	30,000			
	3	15/08/2018	30,000	0	0	30,000			
	4	15/09/2018	30,000	0	0	30,000			
	5	15/10/2018	30,000	0	0	30,000			
	6	15/11/2018	100,000	0	0	100,000			
	7	15/12/2018	30,000	0	0	30,000			
	8	15/01/2019	30,000	0	0	30,000			
	9	15/02/2019	30,000	0	0	30,000			
	10	15/03/2019	30,000	0	0	30,000			
	11	15/04/2019	30,000	0	0	30,000			
	12	15/05/2019	100,000	0	0	100,000			
	13	15/06/2019	30,000	0	0	30,000			
	14	15/07/2019	30,000	0	0	30,000			
	15	15/08/2019	30,000	0	0	30,000			
	16	15/09/2019	30,000	0	0	30,000			
	17	15/10/2019	30,000	0	0	30,000			
	18	15/11/2019	100,000	0	0	100,000			
	19	15/12/2019	30,000	0	0	30,000			
	20	15/01/2020	30,000	0	0	30,000			
	21	15/02/2020	30,000	0	0	30,000			
	22	15/03/2020	30,000	0	0	30,000			
	23	15/04/2020	30,000	0	0	30,000			
	24	15/05/2020	300,000	50,000	0	250,000			
Sub Total =>			1,950,000	50,000	250,000	1,650,000			250,000
Grand Total =>			1,950,000	50,000	250,000	1,650,000			250,000

1.14.3. Cancel Waive

Systems → Developers Management → Waive Amounts Misc. Developers → Cancel Waive Due Amount

- Enter Waive No + Save

Waive - Due Amount Cancel (w_dev_mr_waive_due_amt_cancel)

Project ID: Mehal Avenue

Charges Waive No: 1 3

Registration No: MAF1000074 Registraton # MAF

Waive Date: 15/05/2018 Waive Amt: 50,000.00 Charge Type: DUEAMT

Waive Remarks: Rebate Due to Early Payment

Post By: SU Finalize By: SU

Posting Date: 15/05/2018 Finalization Date: 15/05/2018

Voucher: 00/00/0000

Waive Charges Detail

Sr.No.	Payment Type	Installment No	Waive Amt
1	Booking	1	50,000.00
			50,000.00

Information

Due Amt. Waive No. ==> 3
Successfully Cancelled

OK



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1.15. How to Due Payment Extra Payment(s)

1.15.1. "Add Payment" (Dev. Misc. Processing)

You can Due Unlimited Extra Payments to any already finalized registration.

Systems → Developers Management → Waive Amounts. Misc. Developers → Developers Misc. Processing

- Processing Date i.e. already set today date, you can change date if you need.
- Select "Payment ADD"
- Select Registration Status i.e. if you select normal, it will populate in normal files only.
- Enter Registration no from & Registration no To
 - Same reg_no (step # 4 and 5) in case of single registration
 - Range 0 to zzzzz in case of add payment(s) in all files in project.
- Select "Payment Type"
- Select "Payment Nature" (Optional – in case of multi registration i.e. residential / commercial)
- Payment Start Date (Due Date(s))
- Total Amount of Payment i.e. 350,000
- Installment # (Starting installment no. in case of multi installment)
- Remarks
- In case of multiple installments Step # 12, 13, and 14 is required (otherwise leave blank)
- Click "Ready" (step # 15)
- Click "Populate"
- Save and Note processing no.

Misc. Processings & Payment Add (w_dev_processing)

17-Save

Bm Code: OVP001

Processing No:

Processing Date: 11/03/2021

Registration Status: Normal

Registration From: AFC2515111

Payment Type & Nature: Development Charge

Payment Amount: 350,000.00

Process Remarks: Development Charges 10 Installments

For Multiple Installments: No. of Inst.: 10

Installment Amt: 35,000.00

Processing Criteria: PAYMENTADD

Late Payment Days:

Registration To: AFC2515111

Payment Start Date: 11/03/2021

Installment No.: 1

Status: ☐ Pending ☒ Ready

Frequency: After 1 Month

Populate

Report

Reset

Information: Data Populated. Now Save and then Finalize

Sr.No.	Registration No	Member Name	Amount	LP Days	Inst.No.	Status
1	AFC2515111	member name	350,000.00		1	Ready



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1.15.2. Finalize “Add Payment” (Dev. Misc. Processing)

Systems → Developers Management → Waive Amounts. Misc. Developers → Dev Misc. Processing-Finalize

- Select “Processing No.”
- Click “Finalize”

The screenshot shows the 'Misc. Processings' window with the following details:

- Brn Code: MMK001
- Processing No.: 1
- Processing Criteria: 15/05/2018
- Registration Status: Normal
- Registration From: MAF1000069
- Payment Type: Corner Charges (highlighted in red)
- Payment Amount: 10,000.00
- Process Remarks: Corner Charges to 2 Corner Plots
- Payment (Start) Date: 15/05/2018
- Installment (Start) No.: 4
- Frequency: (empty)
- Inst. Amt: .00

The table below shows the processing details:

Sr.No.	Registration No	Member Name	Amount	LP Days	Inst.No.	Status
1	MAF1000069	Registraton # MAF	10,000.00		4	F

The 'Finalize' button is highlighted in red. An 'Information' dialog box is open, displaying 'Processing Finalized' and an 'OK' button.





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You can check that charges are added as per below screenshot (Inquiry – Ctrl + I)

Registered Members **Inquiry**

Branch: MMK001 Booking ID / Reg # MAF1000070

Member ID & Name: 35201-2220002-3 Registraton # MAF1000070

Father/Husband: S/O xxxxxxxxxxxx

NID/CNIC& Nationality: xxxxxxxxxxxx DOB: 01/03/1986

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph.Off/Res/Mob: xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Size & Booking Dt: I-3M 19/02/2018

Block & Plot #

Unit Rate: .00 S.Ft.

Total Price: 1,950,000.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat: .00 .00

Net/ SP. Price: 1,950,000.00

Booking Price: 100.00 1,950,000.00 Ext. Amt: 10,000.00

OS Amts Installments Inst. Dt. Oth.Amt Oth.Dt. History Personal Misc. PDC Allocations Partners Alerts Analysis Receipts 2 Letters Statement

Sr.No.	Payment Type	Inst. No.	Inst. Date	Due Amt.	Rebat	Amt Received	O.S. Amt.	PDC	Hold Amt	Charges
Y 1	Booking	1	19/02/2018	1,950,000.00	450,000.00	1,500,000.00	0.00	.00	.00	Y
N 2	Corner Charges	4	15/05/2018	10,000.00	.00	.00	10,000.00	.00	.00	Y
Total :-				1,960,000.00	450,000.00	1,500,000.00	10,000.00	0.00	0.00	0.00

This is how it will be looked in reports.

Booking Date: 19/02/2018

Payments Detail

Net Price : 1,950,000.00 Receive Amount : 1,500,000.00 Outstanding Amt. 0.00

PDC Amount : 0.00 Hold Amount : 0.00 Over Due Amt: 10,000.00

Total Received: 99.34 %

Payment Desc	Inst #	Due Date	Due Amt.	Rebat Amt	Recv. Amt.	O.S. Amt	Recp. No.	Recp. Amt.	Date	Adj. Amt.
Booking	1	19/02/2018	1,950,000	450,000	1,500,000	0	13	1,500,000	19/02/2018	1,500,000
Sub Total >>>			1,950,000	450,000	1,500,000	0				1,500,000
Corner Charges	4	15/05/2018	10,000	0	0	10,000				
Sub Total >>>			10,000	0	0	10,000				0
Grand Total >>>			1,960,000	450,000	1,500,000	10,000				1,500,000

1.15.3. Cancel Due Payment

Systems → Developers Management → Waive Amounts. Misc. Developers → Cancel Dev Misc. Processing

- Select **processing no**
- Click **"Cancel"** Button.

Misc. Processings Cancellation (w_dev_processing_cancel)

Brn Code: OVP001

Processing No: 6

Processing Criteria: 15/11/2018

Registration Status: Normal

Registration From: AXU4046101

Payment Type: Map Scrutiny Charge

Payment Amount: 10,000.00

Process Remarks: for Installments

No. Of Inst: Frequency:

Inst. Amt: .00

Cancel Remarks: Salman Naseer

Processing Criteria: Payment Type Add

Late Payment Days:

Registration To: AXU4046101

Payment (Start) Date: 15/11/2018

Installment (Start) No.: 1

Cancel

Sr.No.	Registration No	Member Name	Amount	LP Days	Inst.No.	Status
1	AXU4046101	member name	10,000.00		1	Ready



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1.16. Change Payment Code

Systems → Developers Management → Changes & Misc. Information → Change Payment Code

- Select Reg #
- Change Payment Code + Save

Change Payment Code

2 Branch: AJD002 Booking ID / Reg # AMT5756003

Member ID & Name: 35202-4863112-5 member name

Father/Husband: S/O member father name

NID/CNIC & Nationality: 35202-4863112-5 DOB: 01/12/1981

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: 05MR-1 10/05/2018

Size & Booking Dt: 05MR-1 10/05/2018

Block & Plot #

Unit Rate: 2,567 1,125.00 S.Ft

Total Price: 2,887,500.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat: .00 .00

Net/ SP. Price: 2,887,500.00

Booking Price: .00 275,000.00 Ext. Ar

Payment Code: 08MR-1

Payment Description: 8 MARLA RESIDENTIAL

Total Price: 4,400,000.00 Plan Type: Amt %age

Booking Percent: 10.00 Booking Price: 440,000.00

Plot/Shop Size: 08M Size & Dimen: .00

You can see the result in Inquiry screen. Now file's payment code is changed from 5M to 8M and user can allot 8 Marla plots to this file. (You can't allot 8 Marla plots to 5 Marla payment code.)

Registered Members Inquiry (w_member_registration_inq)

2 Branch: AJD002 Booking ID / Reg # AMT5756003

Member ID & Name: 35202-4863112-5 member name

Father/Husband: S/O member father name

NID/CNIC & Nationality: 35202-4863112-5 DOB: 01/12/1981

Address: xxxxxxxxxxxx

Country: xxxxxxxxxxxx City: xxxxxxxxxxxx

Ph. Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: 08MR-1 10/05/2018

Size & Booking Dt: 08MR-1 10/05/2018

Block & Plot #

Unit Rate: 2,567 .00 S.Ft

Total Price: 2,887,500.00

Add Price: .00 .00

Rebat Amt: .00 .00

SP. Rebat: .00 .00

Net/ SP. Price: 2,887,500.00

Booking Price: .00 275,000.00 Ext. Amt: 35,000.00

Thumb Verification

Follow Up

Zoom

2-p.jpg



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1.17. Plot Parameters Changes

Systems → Developers Management → Changes & Misc. Information → Plot Parameters Changes

- Select Plot #
- Change the enabled fields + Save
- You can see history of changes in **History** Tab

Plot Parameter Change

Project: AL-Noor Orchard

Block No: A Plot No: 2

Registration No: AMT5756286 Member Name: member name

Type: NORMAL Allocated Flag: Yes Allocated By: UMAR Allocation Date: 19/04/2019

Size Code: 10M Size in Sqft: 2,195.00 Actual Size: 0 Plot Size Narr: Marla

Plot Nature: Residential Plot Category: Plot Phase Narr: I Dimension: Status: Sold

Include In Ballot: No Allocated Auto Manual: M

Remarks: 32

Parameter Changes | History

Change No: Change Date: 08/03/2021

Plot Size Code Old: 10M	Plot Size Code: 10 MARLA
Plot Size Old: 0	Plot Size: 0
Plot Size Narr Old: Marla	Plot Size Narr: Marla
Size In Sqft Old: 170.00	Size In Sqft: 170.00
Plot Dimension Old:	Plot Dimension:
Plot Type Old: NORMAL	Plot Type: NORMAL
Plot Nature Old: Residential	Plot Nature: Residential
Plot Category Old: Plot	Plot Category: Plot
Unit Rate Old:	Unit Rate: .00
Plot Price Old: 5365556.00	Plot Price: 5,365,556.00
Owner ID Old:	Plot Ownership:
Plot Price Old:	Purchase Price:
Change Remarks:	

Size

Acre: 9

Kanals: 9

Sq.Ft.: 170.00





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1.18. Member & Client Information

Systems → Member & Clients → Member / Clients Information

- You can Enter All Information of Any Member Here + Save

Members / Clients Information

I.D./Membership No: 13101-0916041-5

Business Type: Individual Gender:

Member Name: member name

S/D/W Of: S/O member father name

Current Address:

Country/City:

Area:

DOB/SOB: 02/03/1979

CNIC/Passport #:

Parent ID:

Relation:

Zoom

Correspondence Personal Analysis Alerts Int./Deals In Key Points Family/Branches Addresses Accounts New Follow Up

Arrange Upload Mobile Nos Remove Duplicate Contacts

Sr. No.	Communication	Contact ID / No./ Detail	Corresp.	Active	Contact Name	1	2	3	4	5	Designation
1	PHRES		Yes	Yes		☐	☐	☐	☐	☐	
2	PHOFF		Yes	Yes		☐	☐	☐	☐	☐	
3	MOBILE		Yes	Yes		☒	☒	☒	☒	☒	
4	EMAIL		Yes	Yes		☒	☒	☒	☒	☒	





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1.19. Receipts (Auto Generation)

Receipts & Payments → Developer Receipts → Receipts (Auto Generation) Ctrl + T

- Enter Registration No.
- Receiving Type (Inst = Installment, Other = Other than installments, Both = Both)
- Receiving Mode (Cash, Cheque, Adjustment)
- Enter Amount
- Receipt Ref# (Physical / Manual Receipt No.)
- Drawee Bank (Client's Bank – Just for information)
- Deposit in (I will deposit in this bank)
- Deposit A/C No. (Deposit bank sub account)
- Post In A/C System (Yes = will post its auto voucher in accounts)
- Enter Remarks
- Click populate (see populate in installment no. 19 and 20)
- Save

Sr.No	Inst. No	Inst.Date	Due Amt.	Inst. Amt	Remarks
1	19	01/04/2020	85,126.00	85,126.00	
2	20	01/05/2020	30,333.00	14,874.00	
Total:			115,459.00	100,000.00	

1.20. Receipt Changes

Receipts & Payments → Developer Receipts → Receipt Changes

- Enter Receipt No.
- Do changes + Save (For Change Amount etc. you have other options.)

Sr.No	Inst. No	Inst.Date	Due Amt.	Inst. Amt	Remarks
-------	----------	-----------	----------	-----------	---------



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1.21. Receipt Cancel Voucher Cancel

Receipts & Payments → Developer Receipts → Receipt Cancel Voucher Cancel

- Enter Registration No.
- Select Receipt No. (Receipt # 305)
- Click Button “Do All Selected Receipts”
(its voucher is also cancelled if already posted in accounts)

1.22. Receipt Cancel Voucher Reversal

Receipts & Payments → Developer Receipts → Receipt Cancel Voucher Reversal

This option is SAME as “Receipt Cancel Voucher Cancel”. **Receipt will be cancelled but voucher will be reverse** (not cancel).

1.23. Receipt Hold Voucher Cancel

Receipts & Payments → Developer Receipts → Receipt Hold Voucher Reversal

This option is SAME as “Receipt Cancel Voucher Cancel”. **Receipt will be Hold but voucher will be cancel**.

1.24. Receipt Hold Voucher Reversal

Receipts & Payments → Developer Receipts → Receipt Hold Voucher Reversal

This option is SAME as “Receipt Cancel Voucher Cancel”. **Receipt will be Hold but voucher will be reverse** (not cancel).

Receipt Cancel and Voucher Cancel
Receipt Cancel and Voucher Reversal
Receipt Hold and Voucher Cancel
Receipt Hold and Voucher Reversal



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1.25. Receipt Hold (Auto Generation)

Receipts & Payments → Developer Receipts → Receipt Hold (Auto Generation)

If you want to post receipt with **hold** status then you can post by this option. Otherwise this option is same as **Receipt (Auto Generation)**

1.26. Receipt Hold Changes

Receipts & Payments → Developer Receipts → Receipt Hold Changes

- Enter Receipt No.
- Do changes (everything can be change in hold status receipt using this option)

Receipts Posting - Hold (w_receipts)

Branch: AJD002 Receipt No: 305

Registration No.: AMT5756006 member name

Receiving Date: 08/08/2018 Receiving Type: ☐ Inst ☒ Other ☐ Both

Receiving Mode: CASH Receipt Amount: 5,000.00

Instrument No.: Instrument Date: 00/00/0000

Drawer Bank: Drawer Branch:

Deposit in: CASH Deposit A/C No.: CASH IN HAND

Deposit Date: 00/00/0000 Reference No.

Post In A/C System: ☒ Yes ☐ No Clearance Date: 00/00/0000

Deposit By & Detail

Rebat Amt: .00 Security Amt: .00 Received Amt: 5,000.00

Remarks:

Detail Unit #: B 102

Amt. To Adjust 1,227,550.00

Receipt Ref#

Adj A/C # / Reg #:

Installments Other Payments Analysis Debt Detail Credit Detail Balance Receipts Payments Receipts Payments Receipts Payments Print 1 Print 2

1.27. Receipt Finalization

Receipts & Payments → Developer Receipts → Receipt Hold Changes

- Enter registration no. + Click Retrieve Button + Select Receipt to Finalize
- Tick "Pop" Button (if you want to populate and finalize)
- Click Button "Finalize All receipts"

Receipts Finalization -- AL-Noor Orchard

Registration 1: AMT5756003

Registration 2: AMT5756003

Retrieve Finalize All Receipts

Recp.#	Reg. No.	No	Pop
290	AMT5756003	☒	☒
286	AMT5756003	☒	☒

Brn Code: AJD002 Receipt No: 290

Registration No.: AMT5756003 member name

Payment Date: 07/08/2018 Payment Type: ☐ Inst ☒ Other ☐ Both

Payment Mode: CASH Paid Amt: 5,000.00

Instrument No.: Instrument Date: 00/00/0000

Bank Code: Branch:

Deposit in: CASH Deposit A/C #: 123

Deposit Date: Clearance Date:

Date & Remarks: 04/03/2021

Remarks:

Post Via:

Installments Other Payment Analysis

Sr.No	Payment Type	Inst. No.	Due Date	Recv. Amt	Paid	Remarks
1	PROCESSING FEE	1	07/08/2018	5,000.00		
Total:-				5,000.00		



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1.28. Posted Voucher Changes

Receipts & Payments → Developer Receipts → Posted Voucher Changes

- Enter Receipt No.
- Payment Mode
- You can do changes (receipt and voucher both will be changed)
- Click Buttons “Populate” + “Generate Voucher”
- Save

Receipts - Changes in Posted Voucher (w_receipts_voucher_change)

Branch: OVP001 Receipt No: 45 Unit #: B 163

Registration No.: AMY4304070 member name Detail Amt. To Adjust .00

Receiving Date: 25/07/2017 Receiving Type: ☐ Inst ☐ Other ☒ Both Receipt Ref#

Receiving Mode: CASH Received Amt: 157,500.00 Adj A/C # / Reg #

Instrument No.: Instrument Date: 00/00/0000

Drawee Bank: Drawee Branch:

Deposit in: CASH Deposit A/C No.: 2010100004

Deposit Date: 00/00/0000 Reference No.

Post In A/C System: ☒ Yes ☐ No Clearance Date: 00/00/0000

Deposit By & Contact:

Rebat/Discount: .00 Security Amt: .00 Received Amt: 157,500.00

Remarks: BOOKING RECEIVED

Installments | Other Payments | Analysis | Debit Detail | Credit Detail | Old Voucher | **New Voucher** | **Populate** | **Generate Voucher**

Tr. #	Account No.	Account Title	Chq No/Ref. No	Ref. Date	Dr. Amount	Cr. Amount	Analysis Code
1	2010100002	XXXXXXXXXXXXXXXX		00/00/0000	157,500.00	.00	
Receipt No. 45 Reg # AMY4304070 member name Unit # B-163 ,Cash For BOOKNG, Remarks BOOKING RECEIVED							
2	2350100107	XXXXXXXXXXXXXXXX		00/00/0000	.00	157,500.00	
Receipt No. 45 Reg # AMY4304070 ANIS AHMAD JANJUA Unit # B-163 Booking.							
Batch Total >>					157,500.00	157,500.00	





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1.29. Data Population

Communications → Developers Letters → Data Population New

- Select (Enter New) **Criteria No.**
- Select **Letter Type** (i.e. "Fixed Letters")
- Select **Letter Name** (i.e. Arrear Letter Urdu)
- Data Criteria
 - Default Amt tot/Gtot (Use it normally)
 - Next Inst. Reminder
 - Member Data (All Members without any filter i.e. Eid Mubarak Msg etc.)
- Block # i.e.
Blank + All for not filter block
= + A for A Block Only
- Reg No. From, Reg No. To** (Registration No. Range)
- Data Populate As** (Reg No.)
- Default Level** (Amount Range)
GTotal = Grand Total i.e. Installments + Other Include in Total + Other Not Include in Total
Total = Include in Total i.e. Installments + Other Include in Total
- Default Count Group** (Overdue Installment Count)
Create Group in Report 100109 and Include Payment Types in Your Custom Group
- Default Inst. Count (1-999)**
i.e. For Range 5-999 means 5 or More than 5 Payments are overdue / default
- Registration Status** (Normal)
- Payment Code** (Filter for Payment Code)
- Date Range**
- Installment Range** (Installment # From To)
1-999 means it will check in all installment nos. of every payment type.
- Delay Days Range** (10 – 9999 means overdue installments delay is 10 or more days.)
- Analysis** (Filter Analysis Code wise)
- Click **"Populate Data"** (Its done)

Developers Data Populating

Registration No. RD2767762

Data Population Data Criteria Base

Project ID: OVP001 Criteria No: 16 Change On: 04/03/2021 17:04

Comm. Type: Fixed Letters Letter Type: Arrear Letter Urdu SMS No.: Data Criteria: Default Amt Tot/GTot

Block/Floor#: ALL Blank Default Level: GTOTAL Payment Code 1: 0

Reg No From: 0 Default Amt From: 00 Payment Code 2: ZZZZZZ Delay Days: 1

Reg. No. To: ZZZZZZZZZZ Default Amt To: 999,999,999.00 Date From: 01/01/2000 To: 9999

File # From: 0 Def Count Group: Installment Date To: 05/01/2021 Analysis: 1

File # To: ZZZZZZZZZZ Def Inst. Count: 1 To 999 Inst. No From: 1 To 999 Analysis Type: Analysis Code From:

Data Pop As: ☒ Reg No. ☐ File No. Reg. Status: Normal

Remarks: Last Reminder Sector - A

Populate Data **Reset**

Sr.No.	Registration No	Member Name	Block & Plot Number	OS/OD. Amt	Grand OS/OD. Amt
100	AXU4046401	member name	A-COM 50	1,126,000.00	1,245,141.00
101	AXU4046402	member name	A-COM 36	1,148,200.00	1,313,918.00
102	AXU4046403	member name	A-COM 13	1,517,000.00	1,760,749.00
103	AXU4046404	member name	A-COM 2	2,828,000.00	3,140,881.00

1.29.1. Send SMS To Populated Data

- For SMS You need to select **Comm. Type "SMS"** and Select **Letter Type: SMS Title**
- After Populate Data List, click "SMS" to send SMS to this List

1.29.2. Address Printing

- After Populate Data List, click "Address" to Print Addresses



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1.30. Printing of Populated Data

Communications → Developers Letters → Printing of Populated Data

- Select Criteria No. (You can sort the list also)
- Starting No. Ending No. i.e. 1 to 5 will print only Sr.No. From 1 to 5 in below list.
- You can skip the letter print by uncheck box for any specific registration in printing range.
- Click “Printer” and Select Printer
- Click Print and Give Print (it will give print of sr.no. Starting no. to Ending no.)

Members Letters Printing (w_data_printing)

Printer **Letters Printing** **Print**

Brn Code: OVP001 Criteria No: 1

Communication Category: LETERF Comm. Sub Category: LTRRCL

Data Pop Criteria: DEFAULTAMTTOT Criteria Date: 26/01/2019 14:16

Starting No.: 1 Ending No.: 346

Lock Files Cancel Files Visible Sort Da

Sr.No.	Registration No	File No.	Member Name	Delay Days	OS.Inst.Amt	OS.Other.Amt	X	Bl
1	A78293504E		member name		.00	4,000.00	✓	A-COM
2	ABC0001		member name		384,000.00	.00	✓	A-COM
3	AER2785524		member name		420,000.00	.00	✓	B
4	AKT3676324		member name		60,444.00	.00	✓	A-COM





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1.31. Inquiries:

1.31.1. Member registration Inquiry

Inquiries → Developers → Member Registration (Ctrl + I)

In this inquiry screen you will find each and everything regarding any file including below information i.e.

- Member File information
- Due & Outstanding
- Overdue
- Transfers & History
- Installments & Other Payments Detail
- Partners Information
- Alters
- Analysis codes and Agents
- Personal Information
- Misc. Information
- Receipts
- PDC
- Sales Vouchers & Account Ledgers
- Waive
- Thumb
- Notes
- Courier
- List of Other files on the name of this Member ID (CNIC)
- Etc.

User Id => SU

Registered Members Inquiry

1 Branch: HVD001 Booking ID / Reg # 0001 << >> Thumb Verification

Member ID & Name: 12345-1234567-8 HASSAN ALI Quota Category: Zoom

Father/Husband: S/O M ALI KHAN Size & Booking Dt: 10M-1 01/05/2018

NID/CNIC & Nationality: 12345-1234567-8 DOB: 01/01/2000 Block & Plot #

Address: Address line 1 Unit Rate: .00 S.Ft

Address line 2 Total Price: 2,400,000.00

Address line 3 Add Price: .00

Country: PAKISTAN City: LAHORE Rebat Amt: 10.00 240,000.00

Ph. Off/Res/Mob: 0332-2020201 SP Rebat: .00

Email Address: Net/ SP Price: 2,160,000.00

Booking Price: 10.00 216,000.00 Ext. Amt: .00

OS Amts Installments Inst. Dt. Oth. Amt Oth. Dt. History Personal Misc. PDC Allocations Partners Alerts Analysis Receipts 2 Letters Statement

OS Amounts OS Installments As On :- 08/05/2018 Other Receivables Same Member ID Registrations Print By ID

Inst. No	Inst. Date	O.S. Amount	Payment Type	Due Date	O.S. Amt.	Sr.No	Registration No	Unit #	Plan
			BOOKNG	01/05/2018	216,000.00	1	0001		10M-1
					Total :- 216,000.00	2	0003		10M-2
						3	786		10M-1

< Inst 0 OS As On 216,000.00 Inst. Recv. 0.00 Oth.Recv. 0.00 Tot Recv. 0.00 Xtra Recv 0.00

OS (- PDC - Hold) 216,000.00 PDC 0.00 Hold Amt. 0.00 Total Recv: 0.00



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1.31.2. Plot Inquiry

Inquiries → Developer → Plot/shop/apt/office Inquiry Detail (Ctrl + P)

You can check plot status and plot history and parameters

Cottage Information

Block No: LANE 1
Cottage No: 3

Registration No: EXC-P1-008 MUHAMMAD ASLAM CHANGAZI ...

Type: NOR+FA Allocated Flag: Yes

Allocated By: YOUNAS Allocation Date: 15/08/2012

Actual Size: 3.50 Dimension:

Size Code: House Allocated Auto Manual: M

Plot Category: House Status: Booked

Remarks:

Status Change Remarks:

Allocation History | History Print | Status History **Print**

Sr. No	Registration No	Member Name	Date	Old	New	Net Price	Unit Rate
1	EXC-P1-008	MUHAMMAD ASLAM CHANGAZI	15/08/2012		L1 3	3,100,000	885,714.29
2	EXC-P1-008	MUHAMMAD ASLAM CHANGAZI	15/08/2012		L1 3	3,100,000	885,714.29
3	EXC-P1-008	MUHAMMAD ASLAM CHANGAZI	15/09/2012	L1 3		3,100,000	885,714.29

1.31.3. Plot Inventory Checking

Inquiries → Developer → Plots / Shops – Inventory Checking

- Select Project + Select Block
- Can Select Different Fields to Filter i.e. Size of Plot, Status of Plot (To show list of plots / inventory as per filter using above fields)

Member Registration - Sector-A

Project ID: Sector-A
Block / Floor #: A-Block
Unit No:

Size: 05 Marla Status: Available

Type: Plot Nature:

Actual Size From: .00 Actual Size To: 9,999,999.99

Allocated By: Allocation Date: 00/00/0000

Actual Size: Dimension:

Remarks:

Detail as Per Criteria **Retrieve** **Reset**

Sr.No.	Unit #	Status	Type	Size Code	Unit Size	Street No	Price
1	A 29	Available	Dt Normal	05-M	.00 25'X45		.00
2	A 30	Available	Dt Normal	05-M	.00 25'X45		.00
3	A 32	Available	Dt Normal	05-M	.00 25'X45		.00



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1.31.4. Receipt Inquiry

Inquiries → Developer → Receipts Information

Receipt inquiry has all information about receipts.

Receipts Inquiry

Receipt No: 6

Post By: YOUNAS

Registration No.: EXC-P1-002

TALAT MEHMOOD

Payment Date: 10/07/2012

Payment Type: ☒ Inst. ☐ Other ☐ Both

Payment Mode: DD

Paid Amt: 448,500.00

Rebat (%age): .00

Rebat/Percentage: .00

Bank Code: BAHL

Branch:

Instrument No.: 2759830

Instrument Date: 10/07/2012

Deposit in Bank: SILK

Deposit in Br:

Remarks: FIRST INSTALLMENT RECEIVED AGAINST HOUSE # 2

Date & Remarks: 00/00/0000

Receipt Status: Posted

VoucherType: BR

Voucher No.: 8

Installments

Other Payment

Analysis

Sr.No	Registration No	Inst No	Inst Date	Inst Amt	Inst Remarks
1	EXC-P1-002	1	00/00/0000	448,500.00	
Total:-				448,500.00	





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2. SAMS Parameters Guide

2.1. Branch Setup

Maintenance → Administration & Parameters → Branch Setup

- Address
- Branch Short Name
- Booking Date (Project Start Date)
- Account Branch Code

2.2. Systems Policies

Maintenance → Administration & Parameters → Systems Policies

You can set key value to set your policy

(i.e. if **key code** is FINALSAME and **Key value** "Y" then SAME User can finalize his own posted voucher while not in "N" case)

- You need to Set **key value** for relevant **key code**
- Key value is guided on every section if it is required any policy. So, you can see relevant section

Branch Code	Section Code	Key Code	Key Value	Key Remarks
000000	21	ANALY_CODE	N	Analysis Code Compulsory
000000	21	TOTAL_CHECK	N	Total Check Y/N
000000	21	VOU_AT_STAGE	CHQFINAL	Voucher At Stage
000000	ACC	AC_FORMAT	1234	Account Format
000000	ACC	CHKDIGIT	N	Apply Check Digit Policy
000000	ACC	DEV_TAB_ON	Y	Developer Tab On or not
000000	ACC	ENTRY_LINE	2	Voucher Entry Lines.
000000	ACC	FINALSAME	Y	Finalize by same User Y/N
000000	ACC	LASTLEVEL	3	Last Level in COA
000000	ACC	LENGTH	10	Account Number lengthn
000000	ACC	POST_PERD	M	Posting Period Auto/Manual A/M
000000	ACC	POSTACDIGT	4	Posting Accoutn Digits



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2.3. Report Parameters

Maintenance → Administration & Parameters → Report Parameters

- Active / Disable Report ("NO" case will hide report from all users)
- Change Report Name (It will display in report)
- Margin (Left / Right / Top / Bottom)
- Paper Size (A4, Legal)
- Orientation (Portrait / Landscape)
- Zoom (Report will print in this zoom size)

Reports Parameters												
Report Names												
Report No	Active	Report Name	Left	Right	Top	Bottom	Paper Size	Orientation	Zoom	Level No	Pict No	
100000	Yes	Developers Management					0	0	100	1	1	
100100	Yes	Developer Administration Reports					0	0	100	2	2	
100106	Yes	Month Wise Aging Report					0	0	95	3	3	
100109	Yes	Payment Types Grouping					0	0	99	3	3	
100195	Yes	Developer Misc. Process					0	0	99	3	3	

2.4. Analysis code

Maintenance → Administration & Parameters → Analysis Code

2.4.1. Analysis Types

Fixed (Hard Code) Analysis Types

- AGENT (This will use for dealer's management at different stages)
- ACCANL (This will show in Accounts Dropdowns as a Cost Center)

Other Analysis Types

- You can add more analysis types to use as criteria to filter reports and bulk printing etc.

Misc. Parameters			
Analysis Types			
Analysis Code	Analysis Description	Analysis Category	
ACCANL	Sectors for Accounts	Account Voucher	
AGENT	Agent	Developers	

2.4.2. Analysis Code

- COMMAG - Commission Agent (Basic Agent Code)

Misc. Parameters			
Analysis Types			
Analysis Code	Analysis Description	Analysis Category	
COMMAG	Commission Agent		
0015	Property Palace		
0072	Property Master		



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Output:

User can filter reports (etc.) using analysis type and analysis code.

10-05-01 Registration Wise Detail (0-Arguments)

Branch Code:

Block No.:

ID No. From:

ID No. To:

Registration No. From:

Registration No. To:

Date From:

Date To:

Payment Code:

Registration Status:

Finalize Status:

Analysis Type:

Analysis Code From:

2.5. Country, Cities, Areas

Maintenance → Administration & Parameters → Country, Cities, Areas

You can add Countries, Cities and Areas for Client Address and Filtration

Country, City and Area Parameters

Country:

Cities

City Code
ABBDABAD
ASTOOR
ATTAQ
AZAD KASHMIR



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2.6. Communication Parameters

Maintenance → Administration & Parameters → Communication Parameters

2.6.1. Fixed Letters

Misc. Parameters

Items Category | Sub Item Categories | Courier Companies | ResponseTypes

Item Category	Category Desc
EMAIL	Email.
LETERF	Fixed Letters
LETERU	User Defined Letters
SMS	SMS Generations

Misc. Parameters

Items Category | Sub Item Categories | Courier Companies | ResponseTypes

Item Category: Fixed Letters

Sub Category	Sub Category Description	Obj.Type	Object Name	Retr.Criteria	Pre Fix	Pre - Fix
LTRAFF	Affirmation Letter		d_letter_transfer_ovp001	LTR009		
LTRAFFB	Affidavit From Buyer		d_letter_affidavit_buyer_ovp001	LTR009		
LTRAFFS	Affidavit From Seller		d_letter_affidavit_seller_ovp001	LTR009		

- Counter (Auto # for letter generation) + Length + Pre-Fix "RG" i.e. RG-000287
- Margin (Top, Left)

Misc. Parameters

Items Category | Sub Item Categories | Courier Companies | ResponseTypes

Item Category: Fixed Letters

Fix	Pre - Fix 2	Counter	Length	Post Fix	Post Fix2	Ref. No. Base	Top Margin	Left Margin	
		286	6	☒		☐ Reg.No ☐ Person No.	300	150	LTRAFF
				☐		☐ Reg.No ☐ Person No.			LTRAFF
				☐		☐ Reg.No ☐ Person No.			LTRAFF

2.6.2. Courier Companies

Misc. Parameters

Items Category | Sub Item Categories | Courier Companies | ResponseTypes

Code	Comp Name
LEOPARD	LEOPARD
TAIZ	TAIZ
TCS	TCS

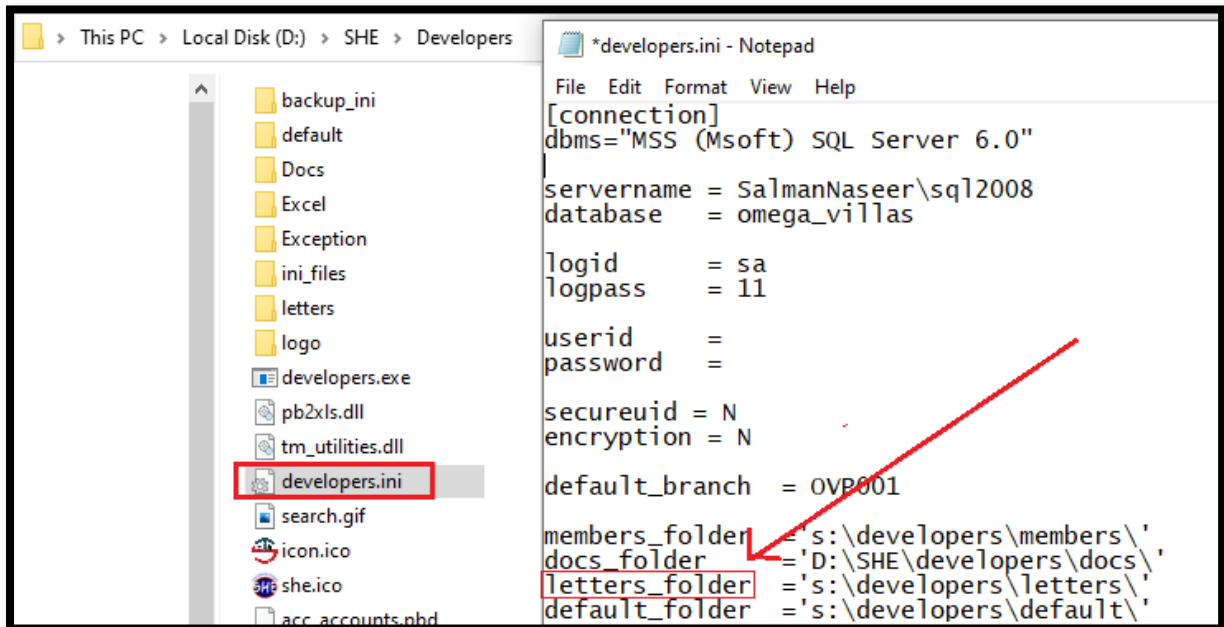


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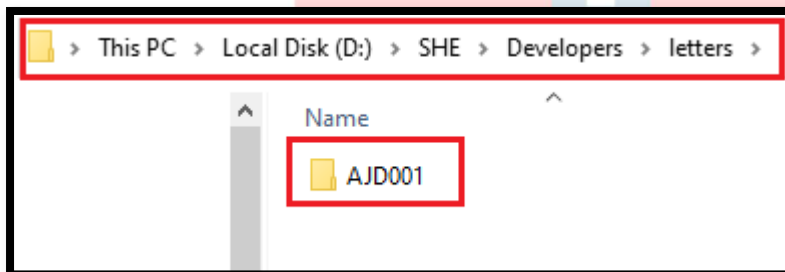
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2.7. User Defined Letter

- Check Letters folder path in **developers.ini** File



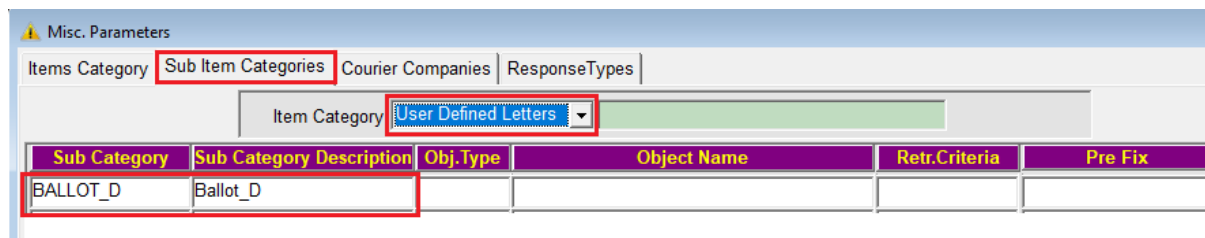
- Check "Branch" Folder in Letters Folder



- Come to This menu

Maintenance → Developer Addons → Letters → Communication Parameters

- Add Name of your letter i.e. "BALLOT_D"





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- Give Rights of this letter to your user

Maintenance → Misc. → User Parameters → User Creation

- Add new Line and (Ctrl + N)
- Select Item Category "User Defined Letters"
- **Select Letter Name** in Sub Category
- Save

User Creation (w_users)

User ID: SU

User Name: Super User

Mobile No:

Email:

Expiry Date: 00/00/0000

Status: Normal

Mac ID:

Level No:

Copy Profile From:

Copy

MenuRights | RegistrationRights | Communication | Reports | Policies | Branches | Modules | DashBoard | Plot Status | PaymentModes

Item Category	Sub Category
User Defined Letters	Ballot D
User Defined Letters	Reminder 1
User Defined Letters	Reminder 2





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2.7.1. Letter Design (New Letter Making)

- Come to this Menu

Maintenance → Developer Addons → Letters → Letter Formatting

- Go to Member Registration Inquiry + Click Letters
- Select "User Define" + Select Letter "Ballot_D" + Click Preview

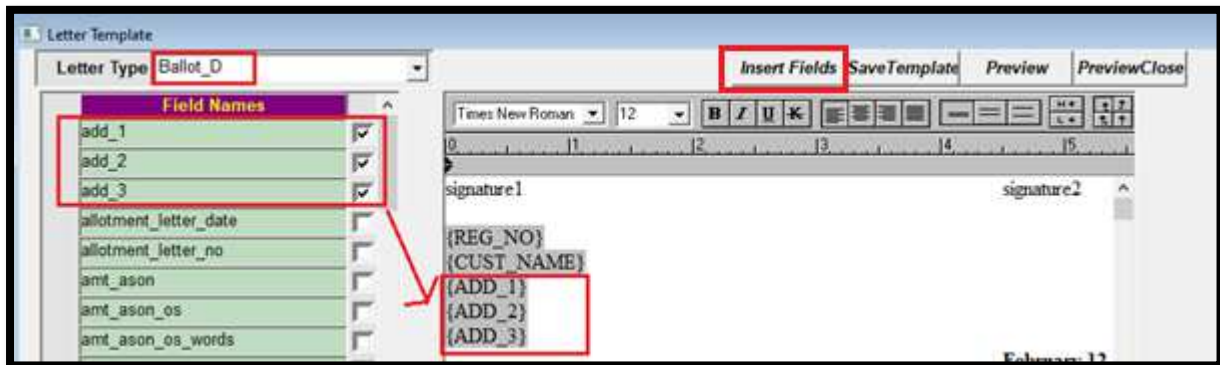


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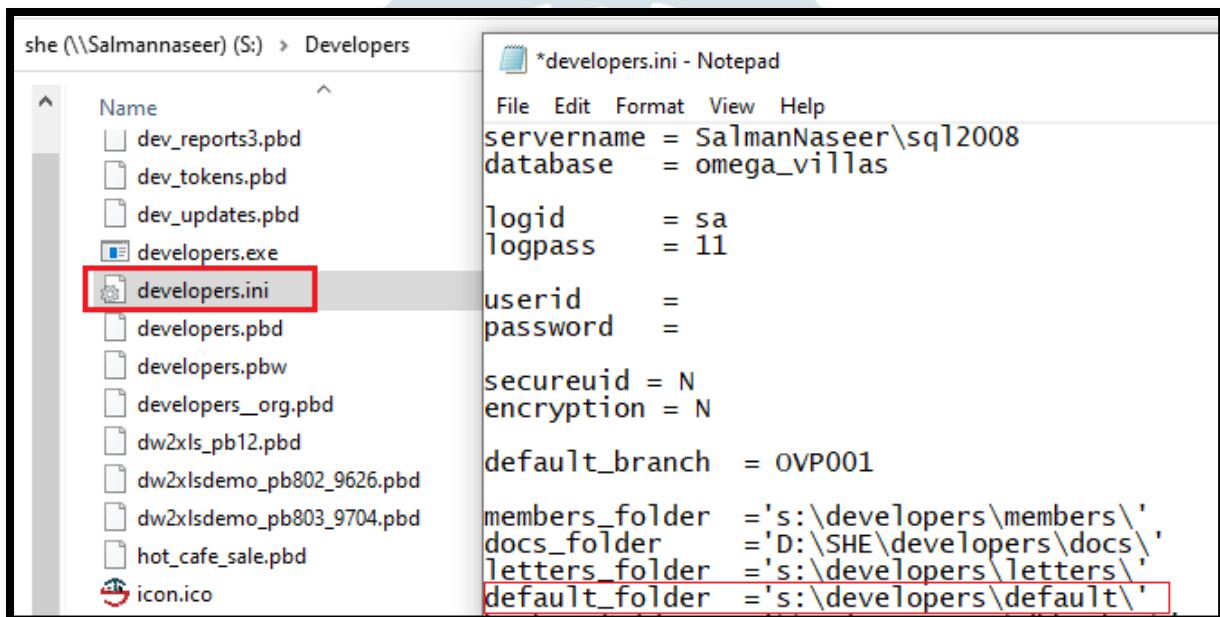
Use Can Add Fields (i.e. Member Name, Registration No, Address 1, Address 2, Address 3, Etc.)

- Click Button “Insert Fields”
- Tick Fields that you want add + Click “OK”



2.7.2. Use Logo, Signatures / Pictures in User Defined Letter

- Check “default” folder path in developers.ini



- Place pictures in bmp format at path s:\developers\default\
Signature1.bmp, Signature2.bmp, signature3.bmp





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2.8. Member Parameters

Maintenance → Member, Client & Sponsors → Member Parameters

2.8.1. Salutation

Members Parameters	
Salutation	Member Types Balance Types Business Types Designation Relationships Communication Int./Deals In
Salutation	Description
Mr.	Mr.
Ms.	Miss

2.8.2. Member Types

Members Parameters	
Salutation	Member Types
Member Type	Member Desc
VIP	VIP
NORMAL	NORMAL
WALKIN	WALK IN

2.8.3. Balance Type

Members Parameters	
Salutation	Member Types
Balance Type	Business Types Designation Relationships Communication Int./Deals In
Balance Type	Description
DEVREFUND	Refund Files

2.8.4. Business Type

Members Parameters	
Salutation	Member Types
Balance Types	Business Types
Business Type	Narration
COP	CARPENTER
ARMY	ARMY
JOB	JOB
POL	POLITICIAN



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2.8.5. Designation

Members Parameters

Salutation	Member Types	Balance Types	Business Types	Designation	Relationships	Communication	Int./Deals In								
				<table><thead><tr><th>Design Code</th><th>Description</th></tr></thead><tbody><tr><td>CEO</td><td>CEO</td></tr><tr><td>OWNER</td><td>OWNER</td></tr><tr><td>MANAGE</td><td>MANAGER</td></tr></tbody></table>	Design Code	Description	CEO	CEO	OWNER	OWNER	MANAGE	MANAGER			
Design Code	Description														
CEO	CEO														
OWNER	OWNER														
MANAGE	MANAGER														

2.8.6. Relationships

Members Parameters

Salutation	Member Types	Balance Types	Business Types	Designation	Relationships	Communication	Int./Deals In																				
				<table><thead><tr><th>Relation Code</th><th>Level No</th></tr></thead><tbody><tr><td>WIFE</td><td>1</td></tr><tr><td>HUSBAND</td><td>2</td></tr><tr><td>SON</td><td>3</td></tr><tr><td>DAUGHTER</td><td>4</td></tr><tr><td>FATHER</td><td>5</td></tr><tr><td>MOTHER</td><td>6</td></tr><tr><td>BROTHER</td><td>7</td></tr><tr><td>FRIEND</td><td>8</td></tr><tr><td>UNCLE</td><td>9</td></tr></tbody></table>	Relation Code	Level No	WIFE	1	HUSBAND	2	SON	3	DAUGHTER	4	FATHER	5	MOTHER	6	BROTHER	7	FRIEND	8	UNCLE	9			
Relation Code	Level No																										
WIFE	1																										
HUSBAND	2																										
SON	3																										
DAUGHTER	4																										
FATHER	5																										
MOTHER	6																										
BROTHER	7																										
FRIEND	8																										
UNCLE	9																										

2.8.7. Communication Channel

Members Parameters

Salutation	Member Types	Balance Types	Business Types	Designation	Relationships	Communication	Int./Deals In						
				<table><thead><tr><th>Communication Type</th><th>Communication Description</th></tr></thead><tbody><tr><td>EMAIL</td><td>Email Address</td></tr><tr><td>MOBILE</td><td>Mobile No.</td></tr></tbody></table>	Communication Type	Communication Description	EMAIL	Email Address	MOBILE	Mobile No.			
Communication Type	Communication Description												
EMAIL	Email Address												
MOBILE	Mobile No.												

2.8.8. Interest / Deals In.

Members Parameters

Salutation	Member Types	Balance Types	Business Types	Designation	Relationships	Communication	Int./Deals In			
				<table><thead><tr><th>Deals In</th></tr></thead><tbody><tr><td>RESIDENCE</td></tr><tr><td>INVENSTMENT</td></tr></tbody></table>	Deals In	RESIDENCE	INVENSTMENT			
Deals In										
RESIDENCE										
INVENSTMENT										



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2.9. Developers Parameters

Maintenance → Developers → Parameters → Developers Parameters

2.9.1. Payment Mode

Admin User can add new payment modes i.e. cash, bank, cheque, DD, PO, Etc.

Developers Parameters				
Balance Types	Payment Type	Payments-Cat	Plot Types	Member Category
Payment Mode	Plot Sizes	Plot Nature	Block Nos	Plot Category
Charge Types	Street/Portion			
Payment Mode	Payment Desc	Payment For	Category	
ADJ	Adjustment of file	Both	Adjustment	⇒ JV
ADJFIL	Adjustment of File	Both	Other	
ADJTOK	Token Adjust	Both	Other	
ADJUST	Adjustment	Both	Other	
CASH	Cash Payment	Both	CASH	⇒ CR
CHEQUE	Cheque	Both	BANK	⇒ BR

2.9.2. Payment Type

Maintenance → Developers → Parameters → Developers Parameters

You can add New Payment Types

- Payment Type (Booking, Inst, LPC, Transfer Fee, Etc.)
- Payment Type Description (User can edit it to show in reports)
- Payment For (Receipts)
- Include in Total (Case "Y" = payment type is part of total, Case "N" = Extra Other Payments)
- Refundable ("Y" = when file refund then this payment will be payable to client)
- Order # (Unique sequence no. 1.2.3....)
- Usage Type ("Blank" = Normally)
- Sale A/C
("6010010001" = this income account will be credit on post account voucher)
- Cr. A/C No.
("CLIENT_AC" = respective client account will be debit on post account voucher)
("6010010001" = Same income account in case of LPC payment type)
- Income A/C No.
("Blank" = Normally leave this column blank)
("6010010001" = same income account in case of LPC payment type)
- Post Voucher ("N" = Any User can't post voucher of this payment type)
- Show on Bill (No = it will hide in account statement of client)
- Calc. Charges (Yes = Late Payment Charges will be calculated on this payment type)

Developers Parameters									
Balance Types	Payment Type	Payments-Cat	Plot Types	Member Category	Plot Sizes	Plot Nature	Block Nos	Plot Category	Charge Types
Payment Mode	Street/Portion								
Sr.No.	Payment Type	Payment Description	Payment For	Include In Tot.	Refundable	Order #	Usage Type	Post Vou.	Sale A/C
1	BOOKING	Booking	Receipts	☒ Yes ☐ No	☒ Yes ☐ No	1		☐ Yes ☒ No	
2	INST	Installment	Receipts	☒ Yes ☐ No	☒ Yes ☐ No	2		☐ Yes ☒ No	
3	HALF	Half Yearly	Receipts	☒ Yes ☐ No	☒ Yes ☐ No	3		☐ Yes ☒ No	
4	POSSES	Possession	Receipts	☒ Yes ☐ No	☒ Yes ☐ No	4		☐ Yes ☒ No	
5	LOC	Location Charges	Receipts	☒ Yes ☐ No	☒ Yes ☐ No	5		☐ Yes ☒ No	
6	LPC	Late Payment Charges	Receipts	☐ Yes ☒ No	☒ Yes ☐ No	6		☐ Yes ☒ No	booking
7	TRANSF	Transfer Fee	Receipts	☐ Yes ☒ No	☐ Yes ☒ No	7		☐ Yes ☒ No	



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2.9.3. Plot Types

Maintenance → Developers → Parameters → Developers Parameters

User can add plot types for detail of plot in map.

- Location Type (6-digit code, don't change it)
- Location Description (Description to show in reports)

⚠ Developers Parameters

Balance Types | Payment Mode | Payment Type | Payments-Cat | Plot Types | Member Category | Plot Sizes | Plot Nature | Block Nos | Plot Category | Charge Types | Street/Portion

Location Type	Description	Rd. Amt Type	Rd. Amt	Rd.Pay Type	Extr. Amt Type	Extr. Amt	Payment Type
40FTCP	40 Feet Road Corner Park-Face		.00			.00	
40FTCR	40 Feet Road Corner		.00			.00	
40FTPF	40 Feet Road Park-Face		.00			.00	
50FT	50 Feet Road Normal		.00			.00	
50FTCP	50 Feet Road Corner Park-Face		.00			.00	
50FTCR	50 Feet Road Corner		.00			.00	
50FTPF	50 Feet Road Park-Face		.00			.00	
MB	80 Feet Road Normal		.00			.00	
MBCR	Main Boulevard Corner		.00			.00	
MBPF	Main Boulevard Park-Face		.00			.00	
MBCRPF	Main Boulevard Corner Park-Face		.00			.00	

2.9.4. Plot Sizes

Maintenance → Developers → Parameters → Developers Parameters

You need to define plot sizes

- Plot Size Code
- Plot Size Description
- Order No. (1.2.3...)
- Include in Balloting (Yes/No)

⚠ Developers Parameters

Balance Types							
Payment Mode	Payment Type	Payments-Cat	Plot Types	Member Category	Plot Sizes	Plot Nature	E
Size Code	Size Description	Size	Dimension	Order No.	Include in Ballot		
02M	02 MARLA	.00		1	☐ Yes	☒ No	
02MC	02 MARLA COMMERCIAL	.00		2	☐ Yes	☒ No	
03M	03 MARLA	.00	22X41.3	3	☐ Yes	☒ No	
04M	04 MARLA	.00		4	☐ Yes	☒ No	
04MC	04 MARLA COMMERCIAL	.00		5	☐ Yes	☒ No	
05M	05 MARLA	.00		6	☐ Yes	☒ No	
10M	10 MARLA	.00		7	☐ Yes	☒ No	



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2.9.5. Plot Nature

Maintenance → Developers → Parameters → Developers Parameters

- Residential
- Commercial

Developers Parameters

Balance Types | Payment Mode | Payment Type | Payments-Cat | Plot Types | Member Category | Plot Sizes | Plot Nature | Block Nos | Plot Category

Plot Nature	Description
C	Commercial
R	Residential

2.9.6. Block No.

Maintenance → Developers → Parameters → Developers Parameters

You need to define block nos. before enter or uploading map

Developers Parameters

Balance Types | Payment Mode | Payment Type | Payments-Cat | Plot Types | Member Category | Plot Sizes | Plot Nature | Block Nos | Plot Category | Charge Types | Street/Portion

Sr No.	Branch No.	Block No	Block Name	Short Name	Order #	Account #	Sale A/C #
1	OVP001	A	A-Block		1		
2	OVP001	B	B-Block		2		
3	OVP001	A-COM	A-Com		3		
4	OVP001	B-COM	B-Com		4		
5	OVP001	E	Block E		5		

2.9.7. Plot Category

Maintenance → Developers → Parameters → Developers Parameters

Developers Parameters

Balance Types | Payment Mode | Payment Type | Payments-Cat | Plot Types | Member Category | Plot Sizes | Plot Nature | Block Nos | Plot Category | Charge Types | Street/Portion

Category	Description
A	Homes
P	Plot

2.9.8. Street (Portion)

Maintenance → Developers → Parameters → Developers Parameters

Developers Parameters

Balance Types | Payment Mode | Payment Type | Payments-Cat | Plot Types | Member Category | Plot Sizes | Plot Nature | Block Nos | Plot Category | Charge Types | Street/Portion

Street/Portion	Street Name	Plot Size Narr	Unit Price	Order No.
30Ft	30 Feet Road		.00	1
35Ft	35 Feet Road		.00	2
40Ft	40 Feet Road		.00	3
150Ft	150 Feet Road		.00	4
MB	Main Boulevard		.00	5

Update Plot Price



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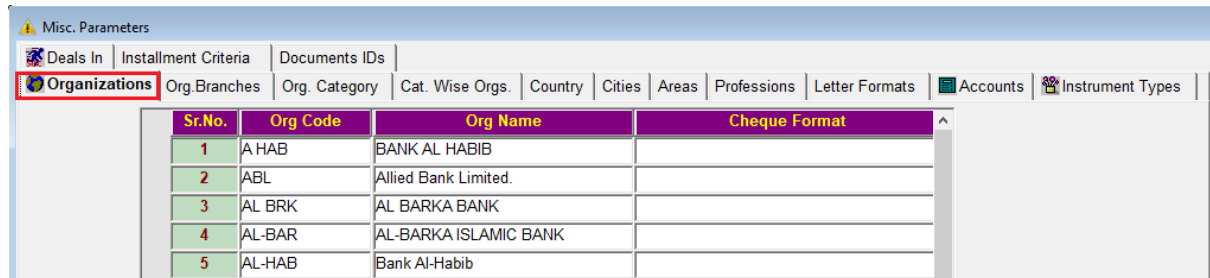
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2.10. Misc. Parameters 1

2.10.1. Organizations (Banks Etc.)

Maintenance → Developers → Parameters → Misc. Parameters 1

This is just a list of Organizations, if you added bank name then further add it in Banks Category in Cat. Wise Orgs.



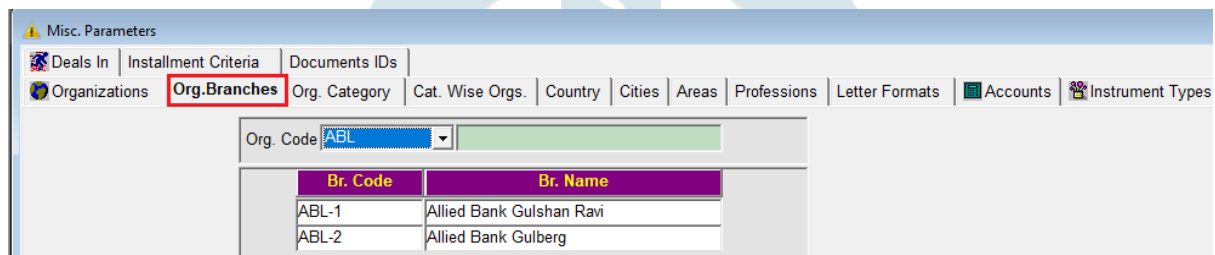
The screenshot shows the 'Misc. Parameters' window with the 'Organizations' tab selected. The table below lists the organizations.

Sr.No.	Org Code	Org Name	Cheque Format
1	A HAB	BANK AL HABIB	
2	ABL	Allied Bank Limited.	
3	AL BRK	AL BARKA BANK	
4	AL-BAR	AL-BARKA ISLAMIC BANK	
5	AL-HAB	Bank Al-Habib	

2.10.2. Org. Branches

Maintenance → Developers → Parameters → Misc. Parameters 1

You can add organization's branches as below.



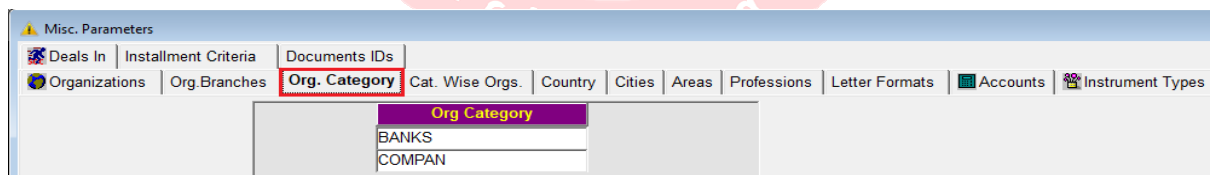
The screenshot shows the 'Misc. Parameters' window with the 'Org. Branches' tab selected. The 'Org. Code' dropdown is set to 'ABL'. The table below lists the branches for ABL.

Br. Code	Br. Name
ABL-1	Allied Bank Gulshan Ravi
ABL-2	Allied Bank Gulberg

2.10.3. Org. Category

Maintenance → Developers → Parameters → Misc. Parameters 1

"BANKS" category is hard coded, it has some default links in software, don't delete it.



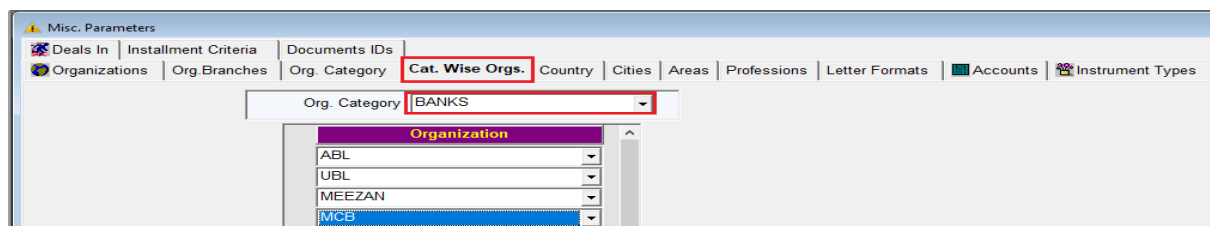
The screenshot shows the 'Misc. Parameters' window with the 'Org. Category' tab selected. The table below lists the categories.

Org Category
BANKS
COMPAN

2.10.4. Cat. Wise Orgs.

Maintenance → Developers → Parameters → Misc. Parameters 1

Now these organizations are treated as bank in software.



The screenshot shows the 'Misc. Parameters' window with the 'Cat. Wise Orgs.' tab selected. The 'Org. Category' dropdown is set to 'BANKS'. The table below lists the organizations under this category.

Organization
ABL
UBL
MEEZAN
MCB



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2.10.5. Professions

Maintenance → Developers → Parameters → Misc. Parameters 1

You can add professions for more detail of members

Profession Code
ARMY
DOCTOR
TEACHER
PRINCIPLE

2.10.6. Accounts (Link GL Accounts to Bank Information)

Maintenance → Developers → Parameters → Misc. Parameters 1

(when you will post receipt, you select Bank: **ABL**, Branch: **ABL-1**, then it will debit linked GL Account "2050100001" in accounts voucher of that particular receipt)

Project Code	Bank Code	Branch	Account No	Account Title	A/C System Unit ID & A/C #
OVP001	MEEZAN	0103	0103322674	MEEZAN SAMANABAD	OVP001 2050200005
OVP001	ABL	ABL-1	1002800940002	ABL GULSHAN RAVI	OVP001 2050100001
OVP001	ABL	ABL-2	1002800940002	ABL SABBAZAR	OVP001 2050100001

2.10.7. Instrument Types

Maintenance → Developers → Parameters → Misc. Parameters 1

Instrument types can be defined to use in PDC and different stages in software.

Instrument Type	Instrument Type	Voucher Type
CASH	CASH	
CHEQUE	CHEQUE	
DD	Demand Draft	
ONLINE	Online Payment	
PO	PO	



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2.11. Payment Schedule

Maintenance → Developers → Parameters → Payment Schedule

- Select Branch
- Payment Code i.e. 03M
- Payment Code Description i.e. 03 Marla Residential
- Total Price i.e. 12,00,000
Total of Instalments + Total in Other Payments (Include in Total) = Total Price
600,000 + 600,000 = 12,00,000
if Include in Tot = "No" then payment is extra
i.e. Transfer Fee, Late Payment Charges are not part of total but extra other payments
- Plan Type i.e. %age
- Booking Percent i.e. 15% Booking (Booking Price 180,000)
- Plot Size i.e. 03-M
- Nature (Residential, Commercial)
- Payment Frequency (Monthly = After 1 Month, Quarterly = After 3 Month, Etc.)
- Sale A/C No. (Income Account)
- A/C Head. (235010)
- Other Payments (Booking, Half Yearly, Possession, Etc.)
- Include in Total "Y" = This Payment is part of **Total**
- Include in Total "N" = This Payment is **Extra** i.e. Processing Fee, Transfer Fee, Etc.

Payment Schedule

Branch Code: OVP001
Payment Code: 03-M

Payment Description: 03 Marla

Total Price: 1,200,000.00
Booking Percent: 15.00
Plot Size: 03-M
Nature: Residential
Payment Frequency: After 1 Month
Sequence No.:
Plot Category:

Plan Type: Amt %age
Booking Price: 180,000.00
Size In Sq Ft.:
No Of Installments: 12
First Installment Date: 00/00/0000
Quota Files:

Enable Flag: Yes No
Launching #:
Dimension:
Size & Narr: 00
Sale A/C No: 6010100001
A/C Head: 235010
Disc. Adj A/C#:

Inst. Payments Oth. Payments

Sr. No	Payment Type	Inst. No.	Inst.Date Criteria	Inst.Date	Days/Months	Amt Criteria	Amt %age	Amt To Receive	Include in Tot
1	BOOKING	1	Months after B-	00/00/0000	0	% of Net Price	10.00	180,000.00	Yes No
2	HALF 1	1	Months after B-	00/00/0000	6	% of Net Price	10.00	120,000.00	Yes No
3	HALF 2	1	Months after B-	00/00/0000	12	% of Net Price	15.00	120,000.00	Yes No
4	POSSES	1	Months after B-	00/00/0000	12	% of Net Price	15.00	180,000.00	Yes No
								Total >	600,000.00

- Come on **Installments** Tab
- Click Button "**Generate**" Installment + Save
(it will generate 12 installment as given No. of Installments: 12)

Inst. Payments Oth. Payments

Install. No	Date Criteria	Inst Date	Days/Month	Amt Criteria	Amt %age	Installment Amt	Fix Installment	Remarks
1	Months after Booking	00/00/0000	1	Fix Amount	.00	50,000.00	Yes No	
2	Months after Booking	00/00/0000	2	Fix Amount	.00	50,000.00	Yes No	
3	Months after Booking	00/00/0000	3	Fix Amount	.00	50,000.00	Yes No	
4	Months after Booking	00/00/0000	4	Fix Amount	.00	50,000.00	Yes No	
5	Months after Booking	00/00/0000	5	Fix Amount	.00	50,000.00	Yes No	
6	Months after Booking	00/00/0000	6	Fix Amount	.00	50,000.00	Yes No	
7	Months after Booking	00/00/0000	7	Fix Amount	.00	50,000.00	Yes No	
8	Months after Booking	00/00/0000	8	Fix Amount	.00	50,000.00	Yes No	
9	Months after Booking	00/00/0000	9	Fix Amount	.00	50,000.00	Yes No	
10	Months after Booking	00/00/0000	10	Fix Amount	.00	50,000.00	Yes No	
11	Months after Booking	00/00/0000	11	Fix Amount	.00	50,000.00	Yes No	
12	Months after Booking	00/00/0000	12	Fix Amount	.00	50,000.00	Yes No	
						Total :	600,000.00	

Generate
Repeat 1st Inst.
ReSet
Generate Inst.No.
Update All Inst.No.



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2.12. Member Registration – Bulk Entries

2.12.1. Add / Check Agent Mandatory Fields in Member Information

Systems → Member & Clients → Member / Client Information

- CNIC/Passport # should be SAME as ID. No i.e. 0005
- Address 1, Address 2, Country, City
- Mobile No.
- Analysis Type = “Agent”
- Analysis Code = “COMMAG”
(You can search and see relevant section, how to open analysis code)

2.12.2. Bulk Files Range / Parameters

Maintenance → Developers → Parameters → Member Files – Parameters

- Select Branch
- Enter Agent id.no. i.e. 0005 and 0006 (Click “+” to Search id. No)
- Payment Code i.e. 07-M
- Booking Date i.e. 10-03-2021
- No. of Files to Enter in Bulk i.e. 5, 10, or 100
- Registration No. Range i.e. OV07-0001 to OV07-0005 for 5 files
- Tick Upload

Sr. No.	Id No.	Id No.		Payment Code	Booking Date	Files	Reg. No. St.	Reg. No. End	Upload
1	0005	member name	+	07-M	10/03/2021	5	OV07-0001	OV07-0005	☒
2	0006	member name	+	07-M	10/03/2021	10	OV07-0011	OV07-0020	☒



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2.13. Add Plots in Map

Maintenance → Developers → Plot/Shop/Apt/Ofc Information → Plot/Shop/Apt/Ofc Information by Block

- Select Branch
- Select Block
- Add New Line (Ctrl + N)
- Add (Edit) Information in Line i.e. below screenshot
- Save

Block & Plot Information (w_plot_information_by_block_new) - Available

Branch Code: Const-A

Block/Floor No: A-Block

Units (Inventory) % Ext. Charges Validate

Sr.No.	Plot No	Plot # Actual	Order #	Size Code	Acres	Canals	Marlas	Sq. Ft.	Unit Rate	Price	Type	Ext. Price
1	1	1	1	05-M			5	.00	.00	350,000.00	CORNER	.00

Units (Inventory) % Ext. Charges Validate

Size in Sq.Ft.	Status	Nature	Category	Street No	Phase /Sector	Ranking	Reg.No.	Incl.In Balloting	Ballot Pref.	Bifurcation
.00	Available	Residential	Plot					☐ Yes ☒ No		

2.14. Plot/Shop/Apt/Ofc Status Change

Maintenance → Developers → Plot/Shop/Apt/Ofc Information → Plot/Shop/Apt/Ofc Status Change

- Select Block and Plot
- Mark Status
- Remarks (Optional) + Save

Member Registration - Sector-A

Brn Code: Sector-A

Block/Floor No: A-Block Unit No: 5

Registration No: [Empty]

Type: M/B+CR

Allocated By: [Empty]

Actual Size: [Empty]

Size Code: 10-M

Include In Ballot: N

Remarks: [Empty]

New Status: ☒ Reserve ☐ Available ☐ Token

Remarks: [Empty]

Allocated Flag: No

Allocation Date: 00/00/0000

Dimension: [Empty]

Allocated Auto Manual: [Empty]

Status: Reserve

Information Status Successfully Updated OK

Status History

Comp. No.	Block No	Plot No	Token Date	Expiry Date	Token Amt	Token Status	Remarks
2657	A	5	11/03/2021	00/00/0000		Reserved	



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2.15. Plot Deal with Dealers

Maintenance → Developers → Plot/Shop/Apt/Ofc Information → Plot Deal with Dealers

- Select Branch + Select Block No.
- Assign dealer to any plot no(s) i.e. Al-Rehman Estate
- Save

Units Deal with (w_dev_plots_deal_with)

Branch Code: Sector-A

Block/Floor No: A-Block

Sr.No.	Plot No	Status	Type	Size Code	Deal With	
1	1	Available	M/B+CR	10 Marla	Al-Rehman Estate	B
2	2	Available	M BOU	10 Marla	BISMILLAH ESTATE(MR. EHSAN)	B
3	3	Available	M BOU	10 Marla		B
4	4	Available	M BOU	10 Marla		B

2.16. Plot Sorting Serial No. wise

Maintenance → Developers → Plot/Shop/Apt/Ofc Information → Plot Size Change by Block

- Select Branch + Select Block
- Click Button "Setting Order"
- Save

Units Parameters Change (w_dev_plot_size_1)

Branch Code: Sector-A

Block/Floor No: A-Block

Setting Order

Sr.No.	Block No	Plot No	Order #	Status	Type	Size Code	PlotSize	Size in Sq.Ft.	Dimension	Nature	Category
1	A	1	1	Available	M/B+CR	10-M	.00 35'X65	.00		Residential	Plot
2	A	2	2	Available	M BOU	10-M	.00 35'X65	.00		Residential	Plot
3	A	3	3	Available	M BOU	10-M	.00 35'X65	.00		Residential	Plot
4	A	4	4	Available	M BOU	10-M	.00 35'X65	.00		Residential	Plot



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2.17. Moza & Khasra Parameters

2.17.1. Moza

Maintenance → Developers → Plot/Shop/Apt/Ofc Information → Plot Size Change by Block

- Add New Line (Ctrl + N)
- Enter Moza Code + Save

Moza Code	Moza Name
BOLAGHARI	BOLAGHARI
KANJRA	Shah Pur Kanjra
NIAKOT	Nia Kot
SHAHZADA	Shahzada

2.17.2. Khasra

Maintenance → Developers → Plot/Shop/Apt/Ofc Information → Plot Size Change by Block

- Select Moza + Add New Line (Ctrl + N)
- Enter Khasra No. and Details
- Save

Sr. No.	Khasra No	Acres	Kanals	Marlas	Squar Feet	Tot. Squar Feet	Ownership	Purchased	Status
1	1		25	19	224.00	116,999.00	.00	.00	Available

Information

Changes successfully saved against Index 2

OK



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2.18. Change Registration No.

Maintenance → Developers → Changes & Deletion → Change Registration No.

- Select Branch
- Enter Old (Current Reg. No.)
- Enter New Reg. No.
- Save

2	Registration No.:	AFC2515111
Member ID & Name:	35202-3340750-1	member name
Father/Husband:	S/O	member father name
Passport & Nationality:	35202-3340750-1	PAKISTAN
DOB:	01/09/1992	
Size & Booking Dt.	03-M	01/03/2019
Block & Plot#	R	254

2.19. Member Registration Deletion

Maintenance → Developers → Changes & Deletion → Member Registration Deletion

- Select Branch + Enter Registration No.
- Click Button “Delete”

2	Branch:	OVP001	Booking ID / Reg #	AFC2515111
Member ID & Name:	35202-3340750-1	member name		
Father/Husband:	S/O	member father name		
NID/CNIC & Nationality:	35202-3340750-1	PAKISTAN	DOB:	01/09/1992
Address:	xxxxxxxxxx			
Country:	PAKISTAN	City:	LAHORE	
Ph. Off/Res/Mob:	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	
Email Address:	xxxxxxxxxx			
Quota Category:				
Size & Booking Dt.	03-M	01/03/2019		
Block & Plot#	B	254		
Unit Rate:		.00	S. Ft	
Total Price:		1,200,000.00		
Add Price:	.00	.00		
Rebat Amt:	.00	.00		
SP. Rebat:	.00	.00		
Net/ SP. Price:		1,200,000.00		
Booking Price:	20.00	240,000.00	Ext. A	



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2.20. Correct Allocation/De-allocation History of Plot

Maintenance → Developers → Changes & Deletion → Correct Allocation / De-allocation History

- Select Branch + Select Registration No.
- Changes in below detail lines
- Save

Allocation/Re-Allocation History

2 Branch: OVP001 Booking ID / Reg # AFC2515111

Member ID & Name: 35202-3340750-1 member name

Father/Husband: S/O member father name

NID/CNIC & Nationality: 35202-3340750-1 PAKISTAN DOB: 01/09/1992

Address: xxxxxxxxxxxx

Country: PAKISTAN City: LAHORE

Ph.Off/Res/Mob: xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx

Email Address: xxxxxxxxxxxx

Quota Category: Size & Booking Dt: 03-M 01/03/2019

Block & Plot # B 254

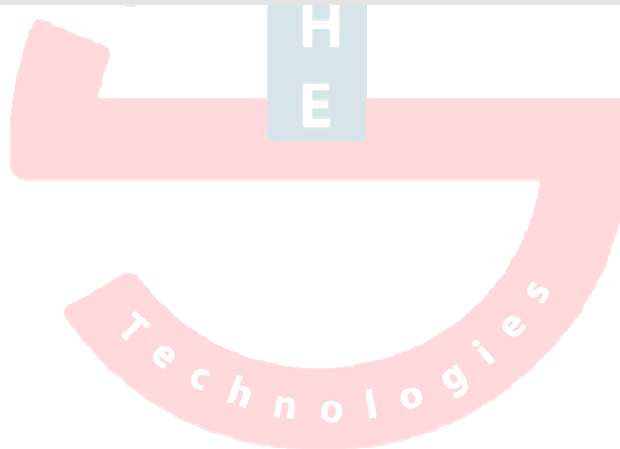
Information History is Updated for Registration # => AFC2515111

Booking Price: 20.00 240,000.00 Ext. Amt: .00

Allocation History

Sr.No	Allocation Date	Old Block	Old Plot	Block	Plot	Allot By	Remarks
1	15/04/2019 02:56:34			B	254	YOUSAF	allocated (remarks changed)

Re-Arrange





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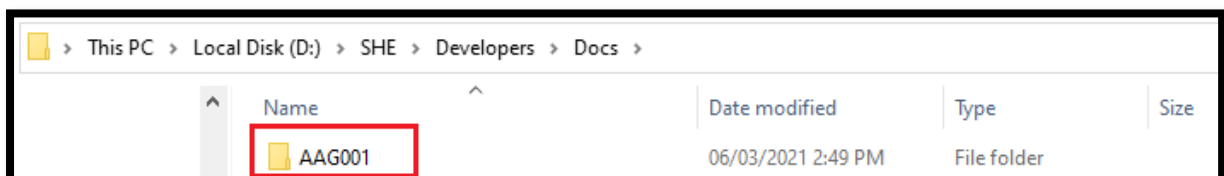
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2.21. Create Folders for Registrations

- See d:\she\developers\developers.ini for **docs folder** path
(You can change this path)

```
developers.ini - Notepad
File Edit Format View Help
members_folder = 'd:\she\developers\members\'
docs_folder = 'd:\she\developers\docs\'
letters_folder = 'd:\she\developers\letters\'
default_folder = 'd:\she\developers\default\'
```

- Make Sure that Branch code folder is there i.e. d:\she\developers\docs\AAG001



2.21.1. Create Folders

Maintenance → Developers → Misc. for Developer → Create Folders for Registrations

- Select Branch
- Click Button “All” (to select all registrations)
- Click Button “Create Folder”

Creat Folder for Registrations (w_dev_mr_create_folder)

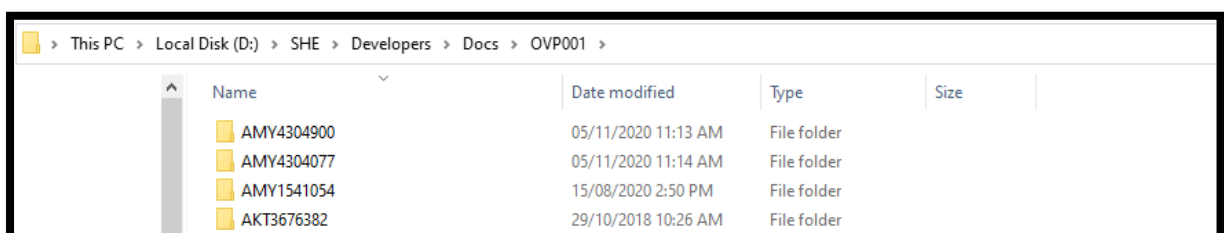
Create Folders for Registrations D:\SHE\developers\docs\OVP001\

Branch Code: Sector-A

Create Folder **All** X

Sr.No.	Registration No	Member Name	Plot/Shop #	
1	A78293504E	member name	A-COM 1A	☒
2	ABC0001	member name	A-COM 3	☒
3	AER2785524	member name	B 317	☒

See Result as below screenshot





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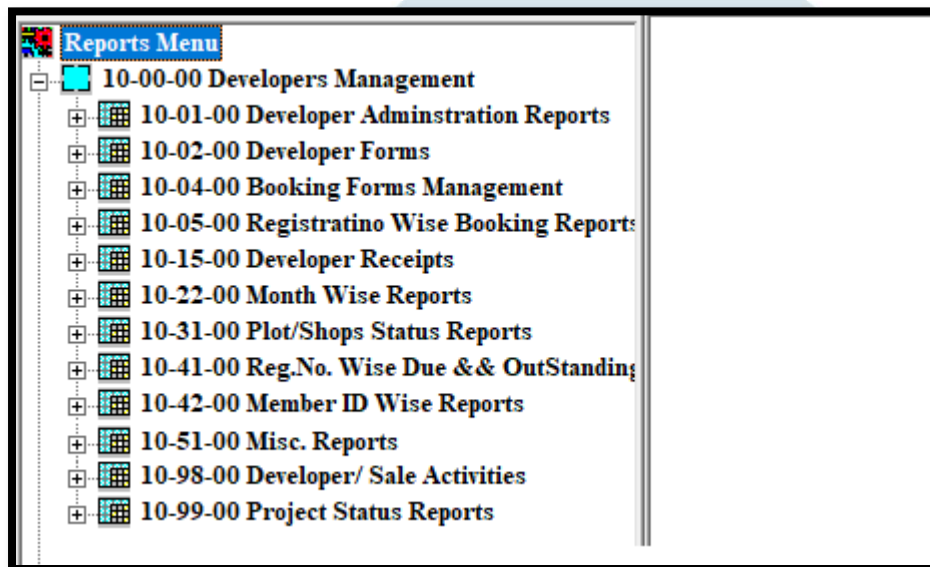
3. Reports

Reports New → (All Reports)

These are all reports of SAMS which covers all your basic reporting need, feel free to order new report formats and changing in existing reports.

3.1.1. SAMS Reports Basic Information

- 10-01-00 – Payment Type Grouping (Report Setting / Exceptions)
- 10-02-00 – Single Client Detail Reports (Account Statement)
- 10-05-00 – Client wise Details & Summaries
- 10-15-00 – Receipts Details & Summaries
- 10-22-00 – Month wise Due & Received Reports
- 10-31-00 – Plots Details & Summaries (Map / Inventory)
- 10-41-00 – Client wise Due & Outstanding (Details & Summaries)
- 10-42-00 – Member CNIC / ID wise Reports (Details & Summaries)
- 10-51-00 – Transfers & Refund Reports
- 10-98-00 – User Log Reports
- 10-99-00 – Project Status (Details & Summaries)





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3.1.2. Payment Type Grouping - Report Setting / Exceptions – (10-01-00)

10-01-09 – Payment Type Grouping

- Define custom group in this screen. i.e. **Possession**

Payment Types Gruping (w_100109)

Group | Group Detail

	Group	Narration
1	TOTAL	Total Price
2	EXTRA	Other Not Include in Total
3	GTOT	Grand Total
4	POSSES	Possession
5	HALF	Half Yearly

- Add payment types in Group (Custom Defined Group)

Payment Types Gruping (w_100109)

Group | **Group Detail**

Group :- Possession

	Payment Type
1	Possession

<= Add All
<= Add Inc. Tot

Information
Changes successfully saved against Index 2
OK



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- You can call this group on inquiry or different reports i.e. **10-22-21**

10-22-21 Month wise Due and OS Report (0-Arguments)

Registration No. From : >>

Registration No. To :

Date From : 01/01/2016

Date To : 06/03/2021

Registration Status: Normal

Payment Type Group: Possession

Group	Narration
EXTRA	Other Not Include in Total
GTOT	Grand Total
HALF	Half Yearly
POSSES	Possession
TOTAL	Total Price

The report is showing for possession group

(i.e. Total will show report for all payment types added in **Total** group)

Month wise Due and OS Report							Date: 06/03/2021
Due Date From : 01/01/2021 To 06/03/2021							Print By: SU
Registration From : To ZZZZZZZZZZ							
Registration Status: Normal To Normal							
Group : Possession							
Sr.No	Inst.	Month	Net.Receivable	Received Amt	%age Received	OS Amount	Accum.Total
Opening Balance :							212,988,080
1	Jan	2021	9,138,000	88,000	0.96	9,050,000	222,038,080
2	Feb	2021	9,138,000	88,000	0.96	9,050,000	231,088,080
3	Mar	2021	12,000	0	0.00	12,000	231,100,080
Total :-			18,288,000	176,000	0.96	231,100,080	



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3.1.3. Single Client Detailed Reports - Account Statement (10-02-00)

10-02-01 – Account Statement (Form1)

This is clients account statement, showing its all details regarding file and financials.

Account Statement										
Member Information										
Registration No:	3014									
CNIC No.	0									
Member Name:	1. OPEN PARTY									
S/O :	abc									
Address:	LAHORE									
	LAHORE									
	LAHORE ALL.									
Mobile , Ph. Off/Res. :	0333-6546752 , ,									
Plot Information										
Block Name:	Block E			Size:	3.00		Marlas			
Plot No.:	311			Booking Date:	07/06/2017					
Type:	Residential-Norm			Dimension:	20*40					
Payments Detail										
Total Price :		825,000.00		Discount :		0		Net Price :		825,000.00
Receive Amount :		545,000.00		Outstanding Amt :		280,000.00		Over Due Amt :		152,000.00
Total Received: %										
Payment Desc	Inst #	Due Date	Due Amt.	Recv. Amt.	O.S. Amt	Recp. No.	Recp. Amt.	Pay. Mode	Date	Adj. Amt.
Booking		07/06/2017	213,750.00	213,750.00	0.00	225	213,750.	CASH	15/06/2017	213,750.00
Installment	1	07/07/2017	8,000.00	8,000.00	0.00	1606	8,000.	CASH	03/10/2017	8,000.00
	2	07/08/2017	8,000.00	8,000.00	0.00	1608	8,000.	CASH	03/10/2017	8,000.00
	3	07/09/2017	8,000.00	8,000.00	0.00	1986	8,000.	CASH	07/11/2017	8,000.00
	4	07/10/2017	8,000.00	8,000.00	0.00	2380	8,000.	CASH	07/12/2017	8,000.00
	5	07/11/2017	8,000.00	8,000.00	0.00	2926	8,000.	CASH	31/12/2017	8,000.00





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3.1.5. Receipts List & Summaries (10-15-00)

10-15-01 – Daily Receipt Summary

Daily Receipts Summary			
Receipt Date From: 01/01/2021 To 01/01/2021		Payment Mode: ZZZZZZ	Receipt Status: Posted
Registration Status: ALL		User ID : To ZZZZZZ	Plot Size: ALL
Registration No. From :		To ZZZZZZZZZZ	Analysis Type: Regardless Analysis Code: Regardless
Post By	CASH	ONLINE	Grand Total
ASAD	47,000		47,000
SHAHZ2		45,210	45,210
Grand Total	47,000	45,210	92,210

10-15-11 – Receipt Detail Report

This report shows all receipts list with detail.

Receipts Detail													
Receipt Date From: 01/01/2020 To 06/03/2021		User ID : To ZZZZZZ											
Registration Status: ALL		Plot Size : ALL											
Payment Mode: ZZZZZZ		Receipt Status: Posted		Analysis Type: Regardless		Analysis Code: Regardless		Registration No. From :		To ZZZZZZZZZZ			
Sr. No.	Receipt No	Receipt Date	Pay Mode	Cheque No.	Receipt Amt.	Discount Amt.	Security Amt.	Recvd Amt.	Cheque Date	Reg.No	Member Name:	Block & Plot	Pay Code
49	40	29/07/2017	CASH		157,500.00	.00	.00	157,500.00	00/00/0000	AMY4304127	member name	B - 251	03-M 00/00/0000
50	42	29/07/2017	CASH		787,500.00	.00	.00	787,500.00	00/00/0000	AMY4304073	member name	B - 120	5-M 00/00/0000
51	43	29/07/2017	CASH		945,000.00	.00	.00	945,000.00	00/00/0000	AMY4304134	member name	B - 247	03-M 00/00/0000
52	44	29/07/2017	CASH		262,500.00	.00	.00	262,500.00	00/00/0000	AMY4304141	member name	B - 44	5-M 00/00/0000
53	45	29/07/2017	CASH		240,000.00	.00	.00	240,000.00	00/00/0000	AMY4304071	member name	B - 25	5-M 00/00/0000
54	47	31/07/2017	CASH		240,000.00	.00	.00	240,000.00	00/00/0000	AMY4304140	member name	B - 26	5-M 00/00/0000
55	48	31/07/2017	CASH		157,500.00	.00	.00	157,500.00	00/00/0000	AMY4304145	member name	B - 134	03-M 00/00/0000





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3.1.6. Month wise Due & Received Reports (10-22-00)

10-22-21 – Month wise due & outstanding

Date: 06/03/2021

Print By: SU

Month wise Due and OS Report

Due Date From : 01/01/2000 To 06/03/2021

Registration From : To ZZZZZZZZZZ

Registration Status Normal To Normal Group : Half yearly

Sr.No	Inst. Month	Net.Receivable	Received Amt	%age Received	OS Amount	Accum.Total
Opening Balance :						0
11	Apr 2020	1,120,000	1,106,952	98.84	13,048	13,048
12	Jul 2020	456,000	456,000	100.00	0	13,048
13	Sep 2020	1,110,000	800,000	72.07	310,000	323,048
14	Oct 2020	1,120,000	697,286	62.26	422,714	745,762
15	Dec 2020	43,066	43,066	100.00	0	745,762
16	Jan 2021	456,000	136,000	29.82	320,000	1,065,762
17	Mar 2021	320,000	0	0.00	320,000	1,385,762
Total :-		10,807,066	9,421,304	87.18	1,385,762	





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3.1.7. Plots Details & Summaries - Map / Inventory – (10-31-00)

10-31-01 – Plot Summary Size wise, Location Wise

Size & Category Wise Plot/Shops Report										
Status : ALL			Nature : ALL							
Order No	Plot Size	Description	CORNER	M BOU	M/B+CR	NORMAL	P FAC	P+COR	P+CR+M	Grand Total
18	05-M C	05 MARLA COMMERCIAL		1						1
21	04-M C	04 Marla commercial		53	3					56
23	02-M C	02 Marla Commercial		33	2					35
24	03-M	03 Marla	8			83				91
26	04-M	04 Marla	5			73				78
27	05-M	05 Marla	19		3	153	27	4		206
29	07-M	07 Marla	2	5	8	1			2	18
31	10-M	10 Marla	1	28	10	19				58
454	3.06 M	3.06 COMMERCIAL PLOT		1						1
554	3.8 MC	3.8 MARLA COMMERCIAL		2						2
750	3.86 M	3.86 MARLA COMMERCIAL		1						1
Grand Total			35	124	26	329	27	4	2	547

10-31-02 – Plot Summary Block wise

Block & Category Wise Plot/Shops Report

Size : ALL

Nature : ALL

Status : ALL

Order #	Block Name	CORNER	M BOU	M/B+CR	NORMAL	P FAC	P+COR	P+CR+M	Total
1	A-Block	8	17	7	101				133
2	B-Block	27	16	14	228	27	4	2	318
3	A-Com		65	4					69
4	B-Com		26	1					27
Grand Total		35	124	26	329	27	4	2	547

10-31-05 – Plot Detail Report

Plots Detail Reprot													
Size : ALL			Nature : ALL										
Status : ALL			Block : ALL										
Sr.No	Plot #	Type	Nature	Size	Actual Size	Status	Unit Rate	Plot Price	Location Amt	G.Tot. Amt	Reg. No	Member Name	Allocation Date
13	A.. 13	M BOU	Residential	10-M	.00	Sold					AKT3676987	member name	11/09/2018
14	A.. 14	M BOU	Residential	10-M	.00	Sold					AUK8995596	member name	28/10/2018
15	A.. 15	M BOU	Residential	10-M	.00	Sold					AMY2561454	member name	09/05/2018
16	A.. 16	M BOU	Residential	10-M	.00	Sold					AMC0172802	member name	09/05/2018



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3.1.8. Client wise Due & Outstanding (Details & Summaries) – 10-41-00

10-41-11 – Block wise Due & Outstanding Summary

Block Wise Due & OutStanding											Page:- Page 1 of 1
Registration Status: Normal											Print By:- SU
Sr.No	Block #	No. of plots	Net Price	G.Tot. Due.	G.Tot. Rcvd.	G.Tot. OS.	Inst. O.D.:	Oth. O.D.	Extra. O.D.	Tot. O.D.	OD.Inst
1	A-Block	73	147,488,844	161,129,498	117,672,291	43,457,207	6,924,988	11,322,628	1,048,832	19,296,448	117
2	B-Block	185	336,261,375	384,731,446	295,800,562	88,930,884	12,654,630	15,664,956	1,087,368	29,406,954	278
3	A-Commercial	44	192,364,365	208,001,975	145,630,167	62,371,808	6,919,747	7,639,709	921,801	15,481,257	123
4	B-Commercial	18	94,290,000	101,659,139	66,911,007	34,748,132	2,143,850	10,124,760	99,999	12,368,609	28
Total ==>		322	770,404,584	855,522,058	626,014,027	229,508,031	28,643,215	44,752,053	3,158,000	76,553,268	546

10-41-12 – Size wise Due & Outstanding Summary

Size Wise Due && Outstanding											Page:- Page 1 of 1
Registration Status: Normal											Print By: SU
Sr.No	Size	No. of files	Net Price	G.Tot. Due.	G.Tot. Rcvd.	G.Tot. OS.	Inst. O.D.:	Oth. O.D.	Extra. O.D.	Tot. O.D.	OD.Inst
1	04 Marla commercial	38	195,368,365	210,167,134	142,837,597	67,329,537	5,538,935	13,531,067	988,467	20,058,469	59
2	02 Marla Commercial	22	68,360,000	74,190,802	50,327,604	23,863,198	2,629,631	3,283,162	33,333	5,946,126	80
3	03 Marla	64	70,196,653	82,450,686	66,238,074	16,212,612	3,219,119	1,772,804	430,500	5,422,423	69
4	04 Marla	46	69,905,066	75,651,845	60,320,327	15,331,518	990,965	2,336,705	1,048,832	4,376,502	49
5	05 Marla	109	202,432,500	233,304,277	173,290,193	60,014,084	8,176,017	9,568,534	656,868	18,401,419	200
6	07 Marla	10	28,831,000	31,416,003	25,832,712	5,583,291	397,818	1,417,542	0	1,815,360	10
7	10 Marla	29	112,385,000	123,038,133	87,791,547	35,246,586	6,795,699	11,891,999	0	18,687,698	67
Total =>		322	770,404,584	855,522,058	626,014,027	229,508,031	28,643,215	44,752,053	3,158,000	76,553,268	546

10-41-65 – Due & Outstanding Reports client wise

Due & Outstanding															
ID No.						Amount Summary		Till Date : 06/03/2021		Registration Status: Normal					
Reg No.						To To		Block : ALL							
						To To									
Sr.No	Reg. No.	Member Name	Plot No.	PayCd	Booking Date	Net Price	G.Tot. Due.	G.Tot. Rcvd.	G.Tot. O.S.	Discount Amt	Security Amt	Inst. Over Due:	OD. Inst.	Oth. Over Due:	Extra. Over Due:
1	APC2515111	member name	B 254	03-M	01/03/2019	1,200,000	1,270,159	669,000	601,159	0	0	121,000	7	0	0
2	AKT3676324	member name	A-COM 49	02-M C	17/09/2018	3,200,000	3,305,411	2,074,000	1,231,411	0	0	77,108	3	0	0
3	AKT3676360	member name	A 10	10-M	12/08/2018	4,250,000	4,322,736	3,000,194	1,322,542	0	0	0	0	634,240	0
4	AKT3676543	member name	B 161	03-M	21/08/2017	1,050,000	1,112,543	1,015,174	97,369	0	0	0	0	49,826	0



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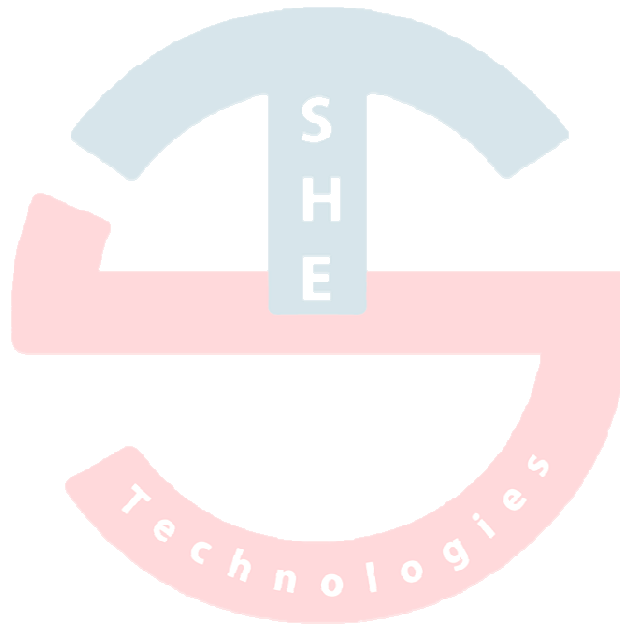
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3.1.9. Member CNIC / ID wise Reports - Details & Summaries – (10-42-00)

10-42-11 – Member ID Wise Due & Outstanding

One member can have more than one file on his CNIC. This report shows member wise list with details.

Member Wise Due & Recv. Summary											Date:- 06/03/2021 Page:- Page 1 of 498	
Sr.No	ID. No.	Member Name	Total	G.Tot. Due.	G.Tot. Rcvd.	G.Tot. O.S.	Inst. Over Due:	Oth. Over Due:	Extra. Over Due:	Tot. Over Due	OD.Inst	
1	35202-3036987-1	member name	10	38,035,059	5,447,289	32,587,770	0	0	0	0	0	
2	35404-4929920-9	member name	9	5,130,792	5,116,616	14,176	14,176	0	0	14,176	4	
3	352022-194924-1	member name	8	3,534,512	3,534,512	0	0	0	0	0	0	
4	35202-8903205-7	member name	8	20,916,524	18,436,360	2,480,164	111,250	1,372,084	0	1,483,334	1	
5	42201-3225805-3	member name	8	16,710,129	12,326,000	4,384,129	1,153,085	663,361	0	1,816,446	55	





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3.1.10. Transfers & Refund Reports (10-51-00)

10-51-01 – Transfers Report

This report shows transfers list.

Transfer Reports														
Date From : 01/01/2000 To : 06/03/2021														
Sr.No	Transfer Date	Reg. No	Booking Dt	App No.	Transfer No.	Plot #	Size	Leas To Dt	Seller Name	Seller ID	Buyer Name	Buyer ID	Transfer Chg.	Transfer By
1	06/03/2018	AMY4304064	21/07/2017	1		B_32	5.88	05/05/2000	MUHAMMAD RAZ	35202-2739614-7	member name	35202-2515437-8	.00	NAZDA
									HOUSE # 15, MOWALLA SHAKEEL STREET, CHOKAN ROAD, CHOTI SANDA, LAHORE, PAKISTAN		XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX LAHORE, PAKISTAN			
2	06/03/2018	AMY4304065	21/07/2017	1		B_33	5.88	05/05/2000	MUHAMMAD RAZ	35202-2739614-7	member name	35202-2515437-8	.00	NAZDA
									HOUSE # 15, MOWALLA SHAKEEL STREET, CHOKAN ROAD, CHOTI SANDA, LAHORE, PAKISTAN		XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX LAHORE, PAKISTAN			
3	02/05/2018	AMY4304167	13/09/2017	1		A_45	5.88	05/05/2000	ZULFIQAR ALI	421011-759220-7	member name	35202-2705655-5	.00	NAZDA
									B-091, BLOCK N NORTH NAZIMABAD LAHORE, PAKISTAN		XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX LAHORE, PAKISTAN			

10-51-91 – Refund Report

Refund Report														
Registration No. From : 01/01/2000 To : ZZZZZZZZZZ														
Date From : 01/01/2000 To : 06/03/2021														
Sr.No.	Reg. No	Member Name	Booking Date	Refund Date	Net Price	Tot. Received	Charges Amt	Other Charges	Discount	Refund Charges	Refund Amt	Remarks	Status	
1	AMY4307067	member name	21/07/2017	05/02/2019	1,750,000.00	250,000.00	0.00	0.00	0.00	0.00	250,000.00	NEW REG MAKE AMY4304067	Refund Finalized	
2	AMC0172888	member name	25/09/2018	29/04/2019	6,400,000.00	1,400,000.00	0.00	0.00	0.00	0.00	1,400,000.00	As Per Townplanner Mr Asif This plot com	Refund Finalized	
3	AMY4304291	member name	07/11/2017	03/07/2019	3,500,000.00	1,100,000.00	0.00	0.00	0.00	0.00	1,100,000.00	AMOUNT 1,100,000/- PAID AGAINST CI	Refund Finalized	
4	AMY4304292	member name	07/11/2017	03/07/2019	3,500,000.00	1,100,000.00	0.00	0.00	0.00	0.00	1,100,000.00	AMOUNT 1,100,000/- PAID AGAINST CI	Refund Finalized	
5	AFC1251541	member name	03/12/2017	21/09/2019	2,117,500.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00	NEW PURCHASER REHANA KAUSER	Refund Finalized	





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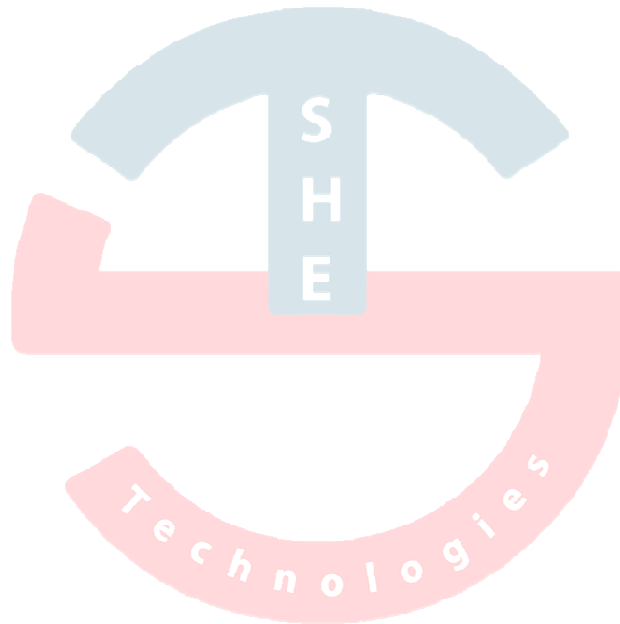
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3.1.11. User Log Reports (10-98-00)

10-98-05 – User Wise Log Report

All users activity can be monitored.

User wise Log / Activity -					
Date From: 01/01/2000 00:00:00		To 06/03/2021 23:59:59		User Name: All	
Sr. No	Activity Date	Activities	Activity Code	User	Log Remarks
1	21/03/2008 00:31:05	INQUIRY	AMY4304292	SHUM	Inquiry / View Reistration AMY4304292
2	21/03/2008 00:32:28	INQUIRY	AMY4304292	SHUM	Inquiry / View Reistration AMY4304292
3	21/03/2008 00:32:37	100201VIEW	AMY4304292	SHUM	Ledger View by using option 100201 of Reg # AMY4304292
4	21/03/2008 00:40:29	INQUIRY	AMY4304292	SHUM	Inquiry / View Reistration AMY4304292
5	21/03/2008 00:40:42	100201VIEW	AMY4304292	SHUM	Ledger View by using option 100201 of Reg # AMY4304292





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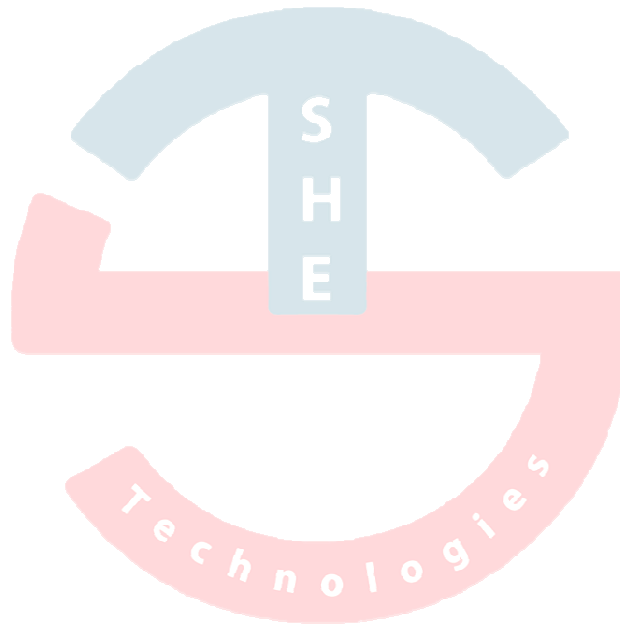
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3.1.12. Project Status - Details & Summaries (10-99-00)

10-99-02 – Client wise Payment Wise Due, Received & Outstanding Report

This is complete detail of due, received & outstanding.

Project Status Payment Type wise												Page 1 of 547	
From Date		01/01/2020		To		06/03/2021		Registration Status: Normal		Date: 06/03/2021 17:41:08			
Print By : SU													
Sr No.	Registration No	Member Name	Plot #	Net Price	Payment Type	Install. No.	Installment Date	Amt To Receive	Rebat Amt	Amt Received	OS Amt	Mobile No.	Status
22	AFC2515111	member name	B 254	1,200,000.00	INST	20	01/11/2020	18,000	0	0	18,000	xxxxxxxxxxxx	Normal
23	AFC2515111				INST	21	01/12/2020	18,000	0	0	18,000	xxxxxxxxxxxx	
24	AFC2515111				INST	22	01/01/2021	18,000	0	0	18,000	xxxxxxxxxxxx	
25	AFC2515111				INST	23	01/02/2021	18,000	0	0	18,000	xxxxxxxxxxxx	
26	AFC2515111				INST	24	01/03/2021	18,000	0	0	18,000	xxxxxxxxxxxx	
27	AFC2515111				TRNSFR	1	24/02/2020	15,000	0	15,000	0	xxxxxxxxxxxx	
28	AFC2515111				TRPROF	1	24/02/2020	1,000	0	1,000	0	xxxxxxxxxxxx	
29	AKT3676324		A-COM 49	3,200,000.00	BOOKING	1	17/09/2018	640,000	0	640,000	0	xxxxxxxxxxxx	Normal
30	AKT3676324				HALF 1	1	18/08/2019	160,000	0	160,000	0	xxxxxxxxxxxx	
31	AKT3676324				HALF 2	1	18/09/2019	160,000	0	160,000	0	xxxxxxxxxxxx	
32	AKT3676324				HALF 3	1	18/03/2020	160,000	0	160,000	0	xxxxxxxxxxxx	





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