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1. ISHYIGA IMPORT SALES & STOCK BASIC FEATURE DESCRIPTION.

ISHYIGA SOFTWARE is an application used in sales and stock management, each part (SALES & STOCK) is composed by many features but interact together on the same central data. This is the basic features to starting using any of them.

THE BASIC FEATURES IN:

- ISHYIGA IMPORT VENDE (SALES)
 - Clients
 - Delivery
 - Delivery-Invoice
 - Return
 - Comptabilite
 - Proforma
 - Proforma-Facture
 - Cash desk (Caisse)
 - Credit
 - Refund

- ISHYIGA IMPORT CMD (STOCK)
 - BLT(TEMP): Bon de Livraison Tempolaire
 - Delivery (BON DE RECEPTION)
 - Calcul
 - Commande (ORDER)
 - GROUPAGE
 - MVT(Mouvement)
 - MVT OUT
 - MVT IN
 - RAP.FRSS
 - TRANSFER(VIREMENT)
 - MANUFACTURING (FABRICATION)

2. DESCRIPTIONS

2.1. ISHYIGA IMPORT VENTE (SALES).

Ishyiga import sales is one part of ishyiga import used to interact with the customers. Making delivery, create proforma, transforming invoices, get a daily sales report, ...

2.1.1 CLIENTS

Clients is a button presented on the home page of ISHYIGA SALES, it's functionality is "CREATE" and make "MODIFICATION" to the clients into the system, any INVOICE must have it's own client with real information.

STEPS:

Client > Nouveau (for create a new client)/ Corrige (for modification) > fill the form and click "ENVOYER".

2.1.2 DELIVERY

Delivery is also a button presented on the home page of ISHYIGA SALES, used to create a delivery note before being transformed into invoice, which will avoid many risk of refunding invoices made by mistake and the consequences from RRA.

STEPS:

Select the client name > select item needed > click ADD (top button) > give the quantity needed > give the price if asked > click delivery button (Livraison) > Save Livraison > click Yes.

2.1.3 DELIVERY-INVOICE

Delivery-Invoice is also a button presented on the home page of ISHYIGA SALES, used to "TRANSFORM" Delivery into invoice. On this level more than one delivery from the same client can be transformed on one invoice.

STEPS:

Select Client (Customer) > Click Delivery-Invoice (Livraison-facture) > Select the Delivery you want to transform > click cash or credit > Save Delivery- Invoice > Click Yes.

2.1.4 RETURN

Return is another feature of ISHYIGA SALES, presented in "OPTIONS" from the home page, used to make modification on the presented delivery.

STEPS:

Options > Select Return > date (start & end) > Select the delivery > choose the the code corresponding to the item you want to return > confirm the quantity > confirm if the delivery item is the one that you want > Click Yes.

2.1.5 COMPTABILITE

Comptabilite is another feature of ISHYIGA SALES, presented from "DATA", is used to export invoices from ISHYIGA into another accountancy software like SAGE or other integrated software.

STEPS:

Data > Comptabilite > enter the password > Select Global or Refund > journal Caisse (CAP) > journal vente (VENLOC) > Operation Number depending on SAGE or other > Operation Number (CAP) > date (Start & End) > give the name (format MMY) > day (Start & End) > Ok.

You're find the exported files in a folder named COMPTA in ishyiga.

2.1.6 PROFORMA

Proforma is a very important document used to ask for sales price list, this feature is also presented in ISHYIGA on the home page.

STEPS:

Proforma > Nouveau > Select Client > Select item > Click ADD > give quantity > precise the price if asked > Click Poforma > fill the field of CASH (proforma amount) > Click Save Proforma > Click Yes.

2.1.7 PROFORMA-FACTURE

Proforma-Facture is used to TRANSFORM the created proforma into invoice, this feature is also presented on the home page of ISHYIGA SALES.

STEPS:

Select Client > Proforma > Proforma-Facture > date (Start & End) > A4 > Select proforma id > Click Cash or Credit > fill the field of CASH (proforma amount) > Click Save Proforma > Click Yes.

2.1.1 CASHDESK(CAISSE)

Cashdesk is another feature presented in ishyiga sales, used to used once you want to know the total amount presented into the caisse and show the sales total amount of each employee.

STEPS:

Data > Caisse > Journalier > give the date > then ok.

2.1.2 CREDIT

Credit is a button presented on the home page, it's functionality is to create credit invoices or to give credit to the clients.

2.1.3 REFUND

Refund is another feature of ISHYIGA SALES, presented in "OPTIONS" from the home page, is used when you want to cancel invoices sent to the RRA by SDC, created into the system. The application gives the justification document of this canceled invoice. This option can be also being used to delete a delivery by using different password.

STEPS:

Options > Refund (Annuler) > Password > NS (for Normal Sales) or TS (Training Sales) > date (Start & End) > find out the number (id) of invoice or delivery > Refund Options (Partiel or Tout) partiel for one or more items and tout for refund the entire document > Click Yes > give the reason > Ok.

2.2 ISHYIGA IMPORT CMD (STOCK)

Ishyiga import CMD (Stock) is a part of this software which is used in the management of the stock, checking of the butch number of the items, creates commandes (orders), creating suppliers, sales price calculations, suppliers report, transfer ...

2.2.1 DELIVERY (BON DE RECEPTION)

Delivery is a justification document, proving that the quantity of an item has been entered into the system (STOCK), Delivery button is located on the home page of ishyiga stock. You can create a new delivery or get it based to the different level of transformation from Commande (ORDER).

At this level we are going to see how to make a new delivery from a local purchase using Direct button, the other purchase from foreign currency are calculated using calcul button

STEPS:

Click Livraison > Select New > type in the supplier name or click ok and select the supplier > Select all products > then Select the item > click add > give the quantity received > give the buying price > batch number > expiration date > Click on Direct button > select depot > give the reference number of that document (optional) > aucun changement (if you don't need to change the selling price) > click OK.

2.2.2 BRT (BON DE RECEPTION TEMPOLAIRE)

BRT is a level from an Order but not yet a final Delivery, when you are waiting for the reception of the final documents (invoice) of the supplier, at this level you are allowed to make any modification you want to your order depending to the supplier. On this level it is recommended to check and verify all details information about the order like butch number, expiration date, ... of the items.

STEPS:

Click Temp. > Select Open > Select id_bon_cmd > Select the CMD > then after any modification made click Save > ok.

2.2.3 COMMANDE (ORDER)

Order (Commande) is a button presented at the home page, is used to create, open orders. A transformed order to another level is removed in the pending order of the system.

STEPS:

Click COMMANDE > Select NEW > give the supplier name or click ok and make selection > Select all products > Select the item in the list > click add > give the quantity > give the buying price > click SEND > yes > fill the form click send BC > click yes.

2.2.4 CALCUL

CALCUL is a button located at the home page, is used to make the sales price calculation. The sales price calculation is made once you have an order in the foreign currency. The system asks about any charged money in order to calculate the coast of the item so that you can determine the sale price.

STEPS:

After make a new delivery (Livraison) > click calcul button > yes > select depot > give the exchange rate depending the currency used for your delivery if not, use zero (0) > suite livraison, select EXISTE if there is other quantity to be delivered or select FINIE if the quantity is completely delivered > give the reference number for this document > choose the calculation based to the weight (POIDS) > select the mode (here we talk about MARGE) categorie tarifaire or famille > print this document or save it > fill the form on all expenses made then click calcul button > click save button > click ok > (DO YOU WANT POS PRICES) click NO > OK.

NB: the quantity on each items after calcul will be presented in TRANSIT waiting for the confirmation of those prices.

2.2.5 GROUPE

Groupage is also a button located to the home page, in calculation when you have one container which have more than one order on different suppliers, it helps to combine all those orders and produce a single price calculation (CALCULE DES PRIX).

2.2.6 MVT (MOUVEMENT)

On this button you're find in another language version of ishyiga cmd, it's written "VIEW EVENTS", when you select an item and click on this button, you'll get the details about HOW, WHERE and WHEN the item is sold.

STEPS:

1. Select item in the list > click view event.
2. Select item in the list > click ITEM button (PRODUIT) > click MVT > date (start & end) > ok.

2.2.7 MVT OUT

You'll find this button in the field of STOCK MANAGEMENT, where it will help you to remove the quantity in the stock for a specific reason.

STEPS:

Click MVT SORTIE (it will change the color into green also the mode will be changed) > Select the item in the list > Click ADD > give the quantity that you want to get out > go back and click mvt sortie > give the reason > ok.

2.2.8 MVT IN

MVT IN is also located in the stock management, with task of put the quantity in the stock from no way means without the supplier example inventory.

STEPS:

Click MVT ENTRE (it will change the color to green) > select the item in the list > click add > give the quantity > batch number > expiration date > go back to mvt entre button > select the depot > select the supplier > give the reference number for this document (optional) > ok.

2.2.9 TRANSFER (VIREMENT)

Suppose that you have more than one depot and you want shift some quantity from one depot to another. TRANSFER button is there for those issues therefor you can get the report of all transfer made in the system time and date included. To get this report, pass by DATA > VIREMENT.

STEPS:

Virement (transfer) > choose the origin depot (FROM:) > Select item > click add > give the quantity > go back to virement > choose depot where you want transfer those quantity > give the reason > ok.

2.2.10 RAP. FRSS (SUPPLIER REPORT)

The report of the supplier is important in the stock management therefor RAP. FRSS is used to get each report of different supplier. If you need it, pass by data and then click RAP.FRSS, you'll find different options about those kinds of report.

STEPS:

Click data > Rap. FRSS > Select vente Frss > date (start & end) > Select the supplier > ok.

2.2.11 MANUFACTURING (FABRICATION)

Let's say you have to mix more than one product to get one product, manufacturing will help

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STEPS:

Select item > click MANUFACTURING (OR FABRICATION) > select depot > OK > type quantity you want to fabricate > OK > do adjustment if you want > OK > Type batch number > Type Expiration date > select depot (to store the final product) > OK > type reference > YES > OK

2.2.12 SET FORMULA

This will help us to set rules, for example product A, mix with B & C will give product D

STEPS:

Select item > click ITEM (OR PRODUIT) > FABRICATION > search item(s) to mix in the formula > ADD > type quantity (to use in the formula) > click QTY (type quantity you want to produce) > OK

2.2.13 MANUFACTURING REPORT

Click DATA (DONNEES) > FABRICATION > FABRICATION (to see total fabrication) or DETAIL (in detail items produced) or DETAIL AVEC FABRICATION (to see item produced and their components)