



**Prosoft CRM Co., Ltd.**

2571/1 Software Resort, Ramkhamhaeng Rd.Huamak, Bangkok, Bangkok 10240

**PROSOFT CRM**

Tel.:02-402-6141, 02-402-6143-4, 02-402-6561 Email: [support@myaccount-cloud.com](mailto:support@myaccount-cloud.com) Website: [www.myaccount-cloud.com](http://www.myaccount-cloud.com)

---

## Bank Transfer

To record transfers between bank accounts of the Company.

## Bank Transfer

Refers to the recording of transfers between bank passbook of the company.

## Window to save money during the passbook.

The record will be broken out into 5 parts:

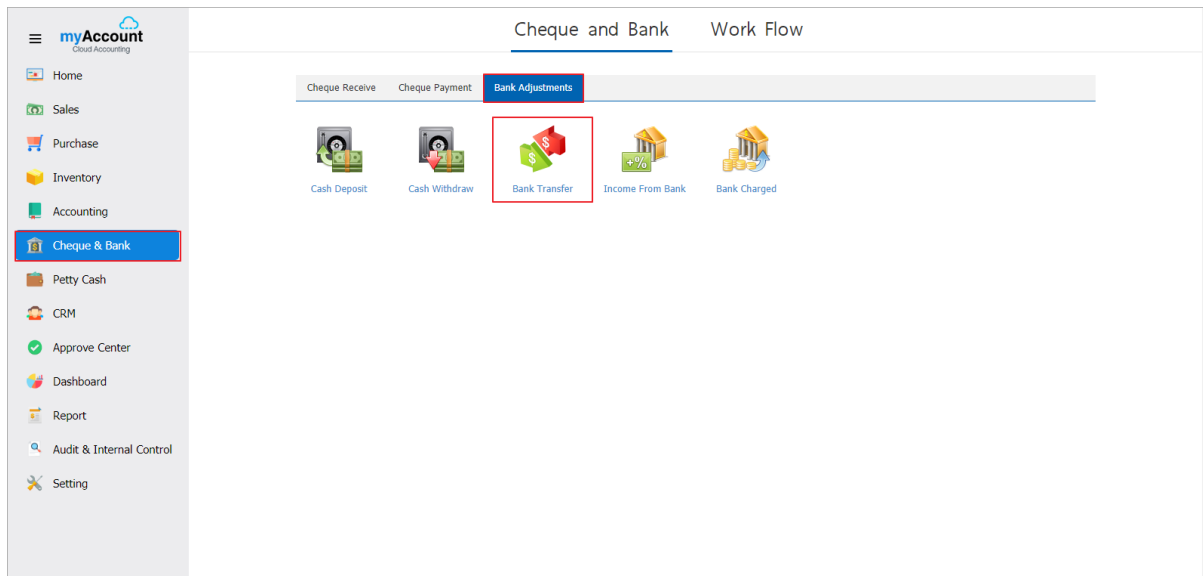
- **Tab Basic Data** is recorded details of the document transfer between passbook.
- **Tab WHT** is a detailed record of tax withholding.
- **Tab Post GL** is recorded Post GL entries to accounts, transfer money between accounts.  
Passbook to the ledger.
- **Tab Note & Attachment** is to record the details about Description of Notes.
- **Tab Define Field** is the data that users generate more forms to fill out manually (Tab Define Field will only appear if it is set Define Field only).

## The document Bank Transfer

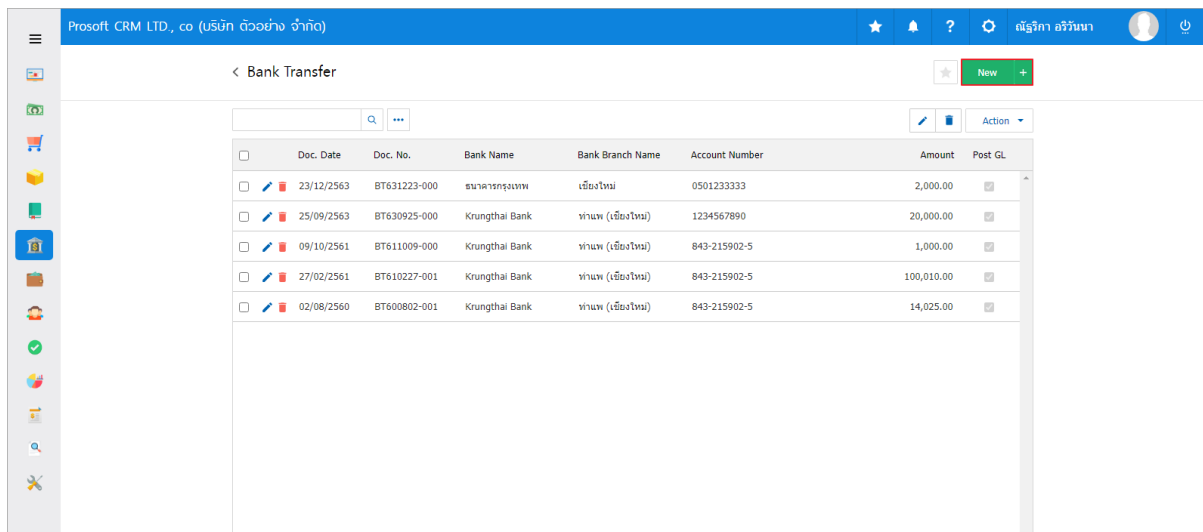
Record bank transfer system can save the bank direct transfer.

## The recording process documentation bank transfer

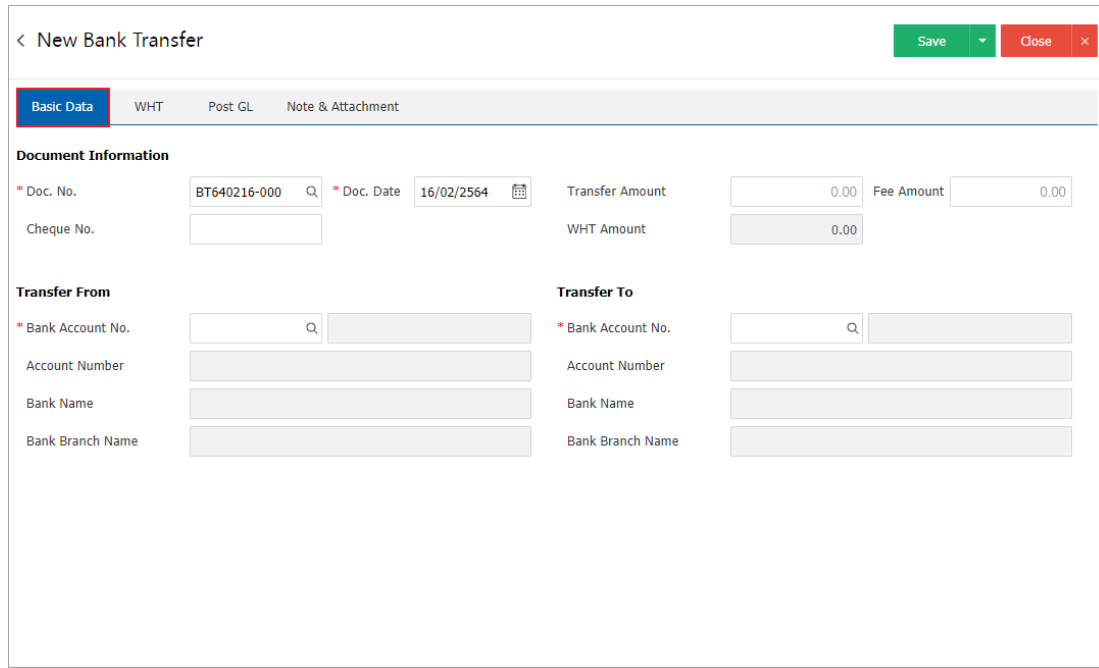
- Users can save documents by bank transfer, press Menu "Cheque & Bank"> "Bank Adjustments"> "bank transfer" as shown in Figure



- The system will then display a list of the bank transfer. You can create documents bank New transfer by pressing the "New" button at the top right of the screen shown in Figure



- In the Tab "Basic Data" is to save the details of the document bank. Including transfer code number passbook, bank name, branch, document number, date, document number, Transfer amount, fees, etc. Users should fill in the form marked "\*" to complete the picture.



**New Bank Transfer** [Save] [Close]

**Basic Data** | WHT | Post GL | Note & Attachment

**Document Information**

\* Doc. No.  \* Doc. Date  Transfer Amount  Fee Amount

Cheque No.  WHT Amount

**Transfer From** **Transfer To**

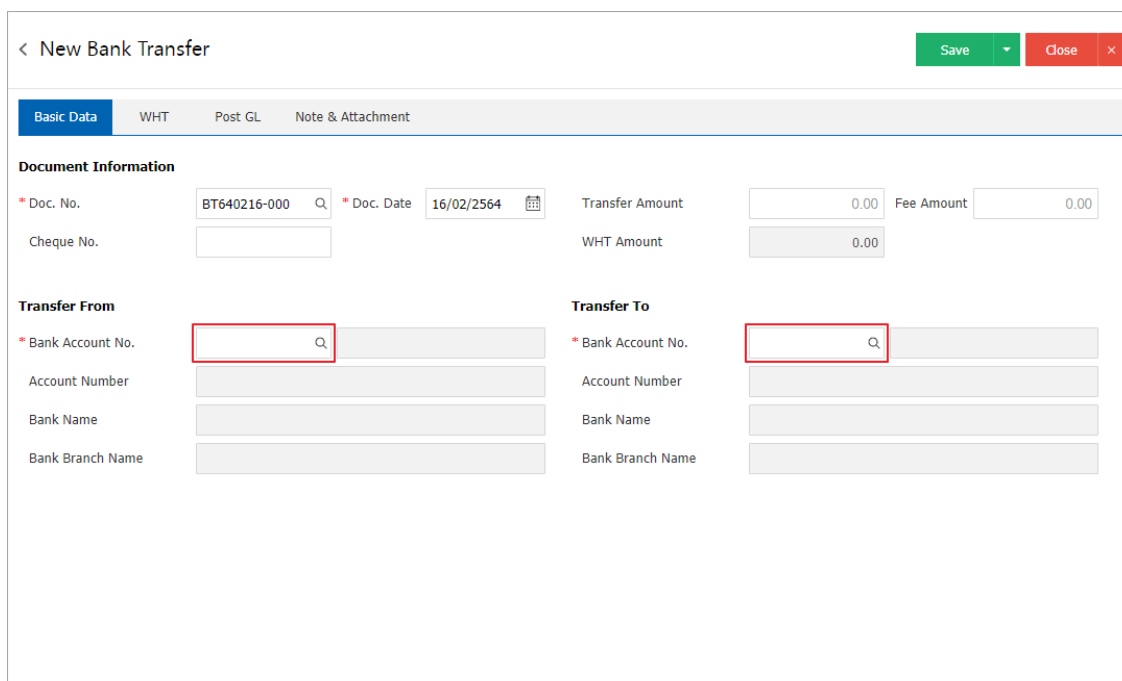
\* Bank Account No.  \* Bank Account No.

Account Number  Account Number

Bank Name  Bank Name

Bank Branch Name  Bank Branch Name

- Users can select the passbook. According to its users have made the bank transfer of the company by pressing "Bank Account No." The system will display a list of book data, total deposits, including code passbook of bank, account numbers passbooks, bank name, branch and account type banks such



**New Bank Transfer** [Save] [Close]

**Basic Data** | WHT | Post GL | Note & Attachment

**Document Information**

\* Doc. No.  \* Doc. Date  Transfer Amount  Fee Amount

Cheque No.  WHT Amount

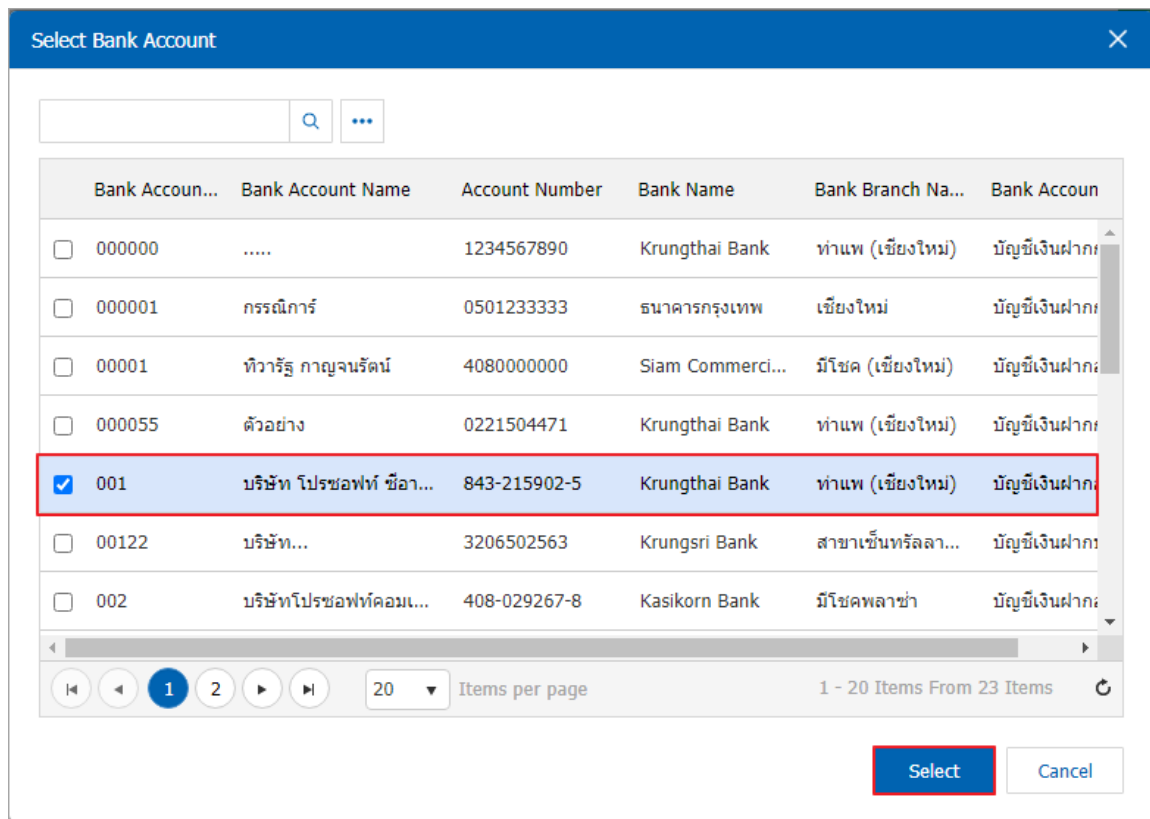
**Transfer From** **Transfer To**

\* Bank Account No.  \* Bank Account No.

Account Number  Account Number

Bank Name  Bank Name

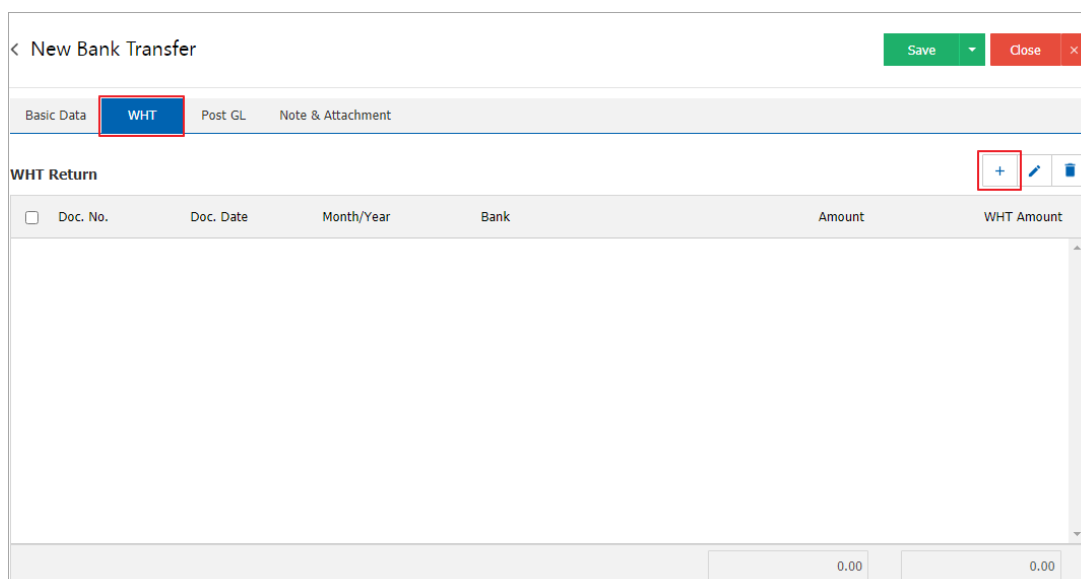
Bank Branch Name  Bank Branch Name



Bank Account...	Bank Account Name	Account Number	Bank Name	Bank Branch Na...	Bank Account
<input type="checkbox"/> 000000	.....	1234567890	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝาก
<input type="checkbox"/> 000001	กรรณิการ์	0501233333	ธนาคารกรุงเทพ	เชียงใหม่	บัญชีเงินฝาก
<input type="checkbox"/> 000001	ทิวารัฐ ภาณุจันรัตน์	4080000000	Siam Commerci...	มีโชค (เชียงใหม่)	บัญชีเงินฝาก
<input type="checkbox"/> 000055	ตัวอย่าง	0221504471	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝาก
<input checked="" type="checkbox"/> 001	บริษัท โปรซอฟท์ ซ้อ...	843-215902-5	Krungthai Bank	ท่าแพ (เชียงใหม่)	บัญชีเงินฝาก
<input type="checkbox"/> 00122	บริษัท...	3206502563	Krungsri Bank	สาขาเซ็นทรัลลา...	บัญชีเงินฝาก
<input type="checkbox"/> 002	บริษัทโปรซอฟท์คอม...	408-029267-8	Kasikorn Bank	มีโชคพลาซ่า	บัญชีเงินฝาก

\* Note: Data of Bank, users can set the system to "Setting"> "Cheque & Bank "> "Bank"

- In the Tab "WHT" is to save tax withholding in the case of a tax deduction. Paid by pressing the "+" button will display the recorded tax withholding, the user should fill in the form marked "\*" are required, then press the "+" button to create Withholding Tax users to "choose tax" > "specified amount paid " > " ✓ " to save the image.



**New Bank Transfer** [Save] [Close]

Basic Data **WHT** Post GL Note & Attachment

**WHT Return** [+] [edit] [trash]

Doc. No.	Doc. Date	Month/Year	Bank	Amount	WHT Amount
				0.00	0.00

WHT Return
✕

\* Doc. No.

\* Doc. Date    \* Period No.

\* Bank No.   \* Type

\* Branch   \* Time

\* Tax ID

\* Address

\* Type

\* Payee Type

**WHT Return** + ✎ 🗑

<input type="checkbox"/>	Withholding Tax	Section	Tax Rate %	Pay Amount	WHT Amount
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="text" value="ภาษีหัก ณ ที่จ่าย"/>	<input type="text" value="3 เศรษฐ การจ่ายเงิน"/>	3.00	1,000.00	30.00
<b>Total</b>					0.00

OK
Cancel

- In the Tab "Post GL" is to save statement to the Post account entries listed bank. This transfer to the General Ledger. Users can click on the "pattern Post" system lists the documents connected GL all the users select documents to GL desired Figure

< New Bank Transfer

Save
Close

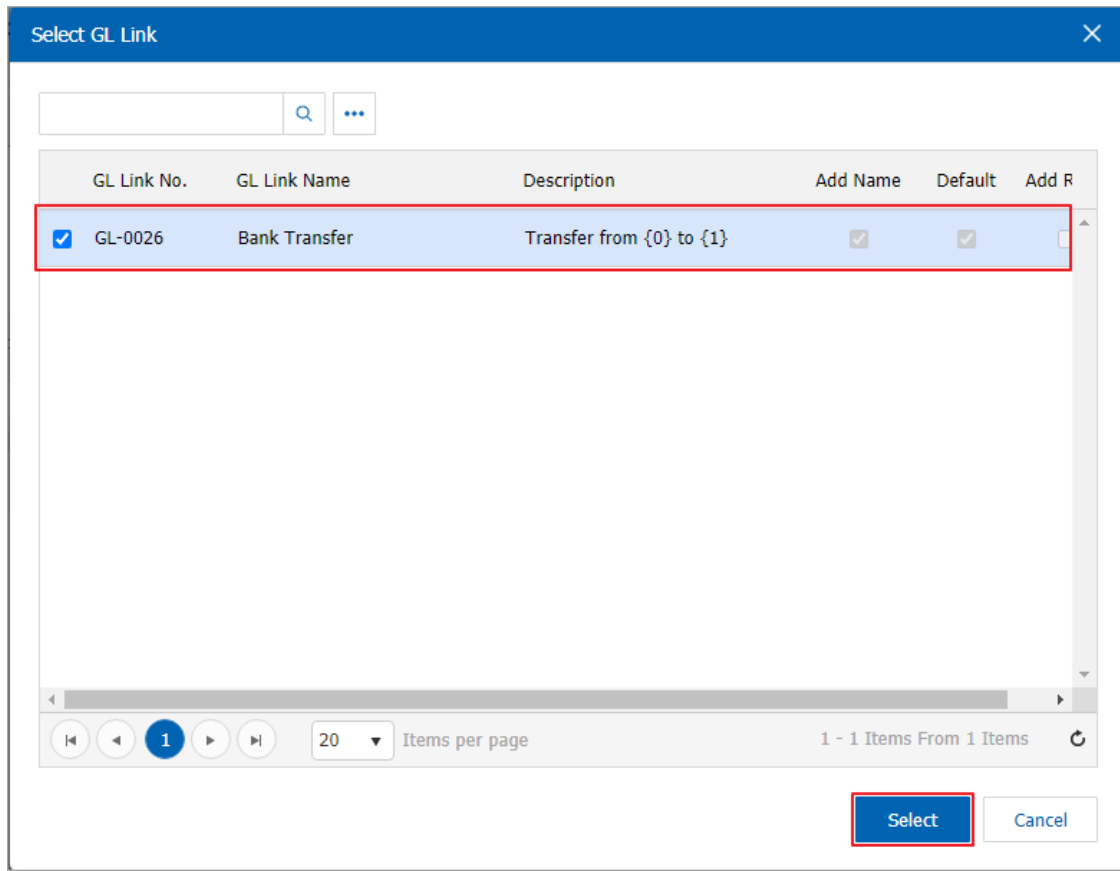
Basic Data
WHT
Post GL
Note & Attachment

Post GL Format

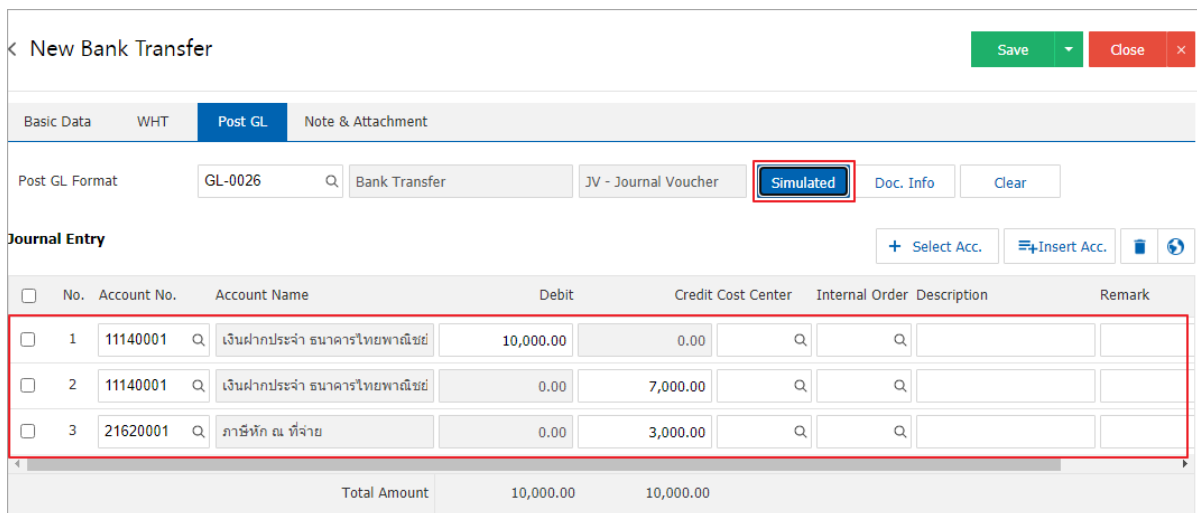
Simulated
Doc. Info
Clear

**Journal Entry** 
+ Select Acc.
 ⇄ Insert Acc.
 🗑
🔄

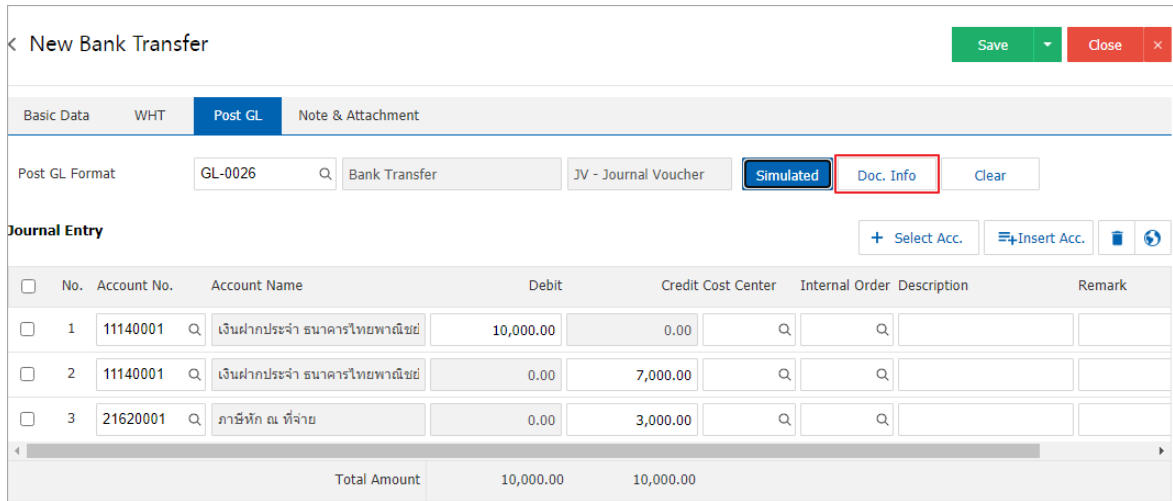
<input type="checkbox"/>	No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order Description	Remark
Please select account no.							
<b>Total Amount</b>				0.00	0.00		



7. Then the user presses the "Simulated" system of accounting by automatically as users connect GL has tie in Figure

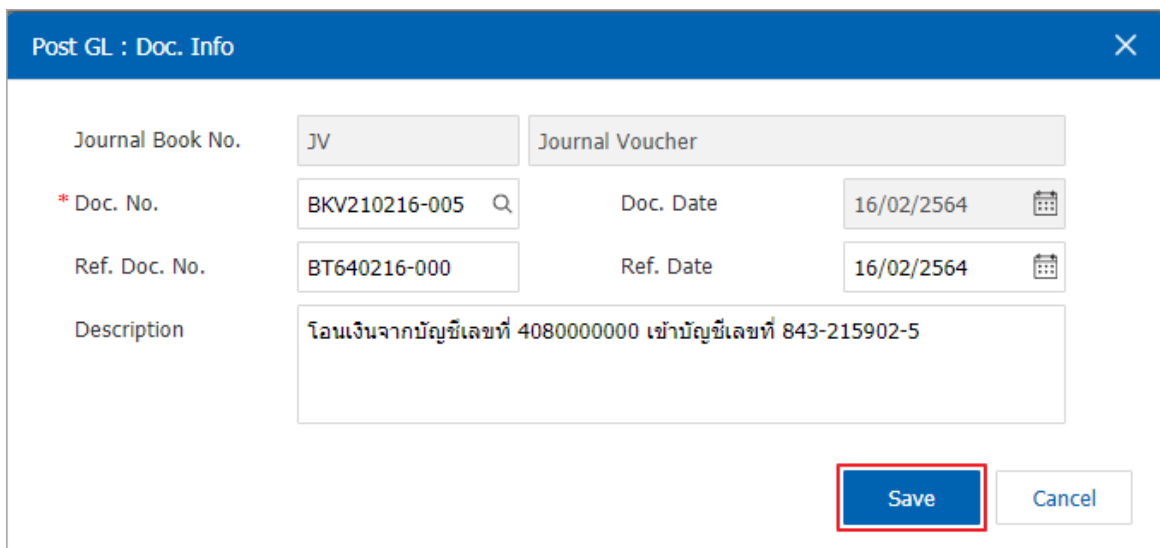


8. When the user presses the "Doc. Info" to browse to the document number, Reference Document date and description to record daily Figure



The screenshot shows the 'New Bank Transfer' form with the 'Post GL' tab selected. The 'Post GL Format' section includes fields for 'GL-0026', 'Bank Transfer', 'JV - Journal Voucher', 'Simulated', 'Doc. Info' (highlighted with a red box), and 'Clear'. Below this is the 'Journal Entry' table with three rows of account data.

No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order	Description	Remark
1	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	10,000.00	0.00			
2	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	0.00	7,000.00			
3	21620001	ภาษีหัก ณ ที่จ่าย	0.00	3,000.00			
Total Amount			10,000.00	10,000.00			

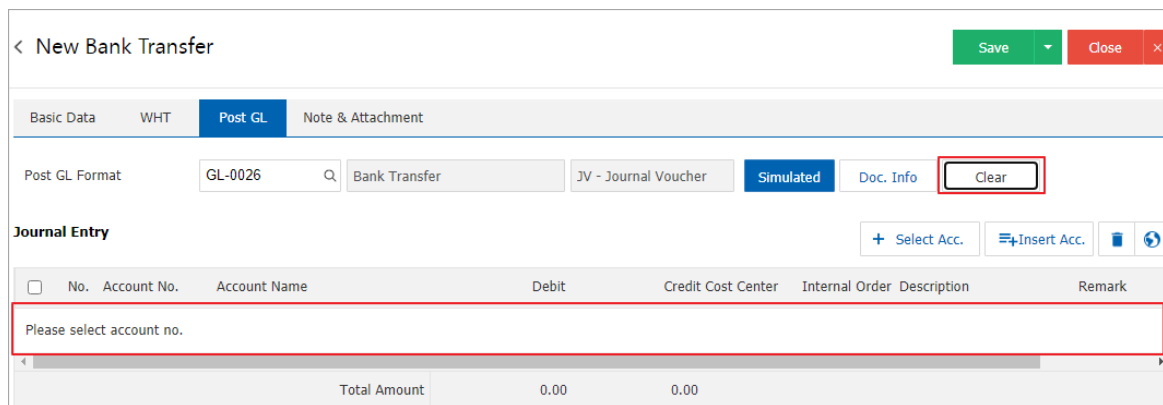


The 'Post GL : Doc. Info' dialog box contains the following fields:

- Journal Book No.: JV
- Journal Voucher: [Field]
- \* Doc. No.: BKV210216-005
- Doc. Date: 16/02/2564
- Ref. Doc. No.: BT640216-000
- Ref. Date: 16/02/2564
- Description: โอนเงินจากบัญชีเลขที่ 4080000000 เข้าบัญชีเลขที่ 843-215902-5

Buttons: Save (highlighted with a red box), Cancel.

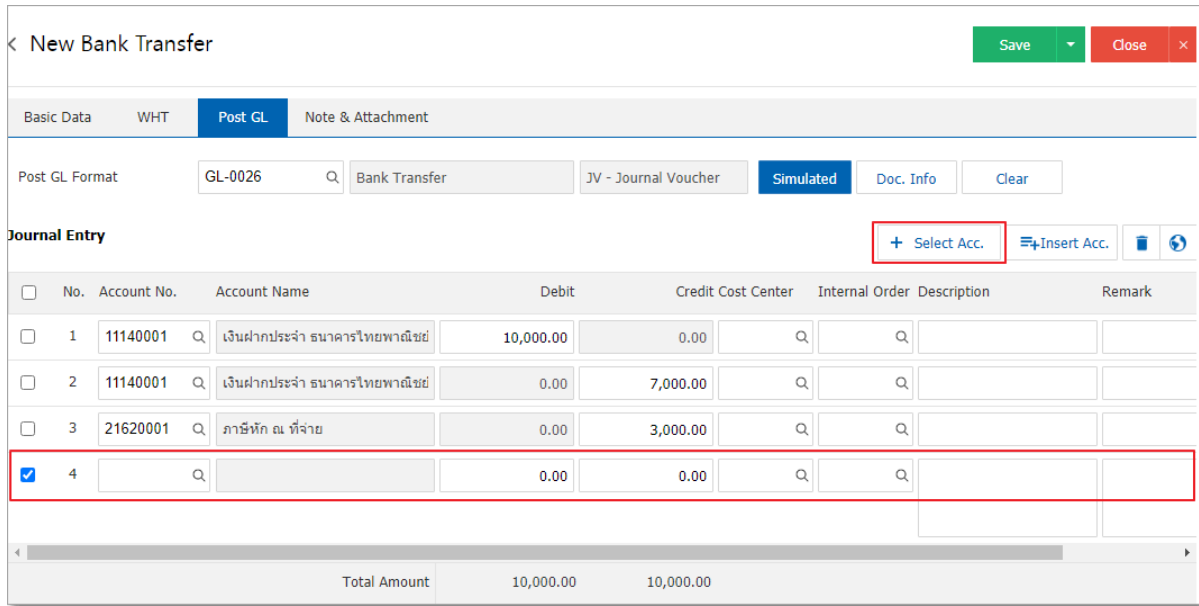
9. When the user presses the "Clear" button will remove all items listed in Figure



The screenshot shows the 'New Bank Transfer' form with the 'Post GL' tab selected. The 'Clear' button is highlighted with a red box. The 'Journal Entry' table is empty, with a message 'Please select account no.' displayed in the first row.

No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order	Description	Remark
Please select account no.							
Total Amount			0.00	0.00			

10. When the user presses the "+ Select account" adds additional more accounts.



**New Bank Transfer** [Save] [Close]

Basic Data WHT **Post GL** Note & Attachment

Post GL Format: GL-0026 Bank Transfer JV - Journal Voucher [Simulated] [Doc. Info] [Clear]

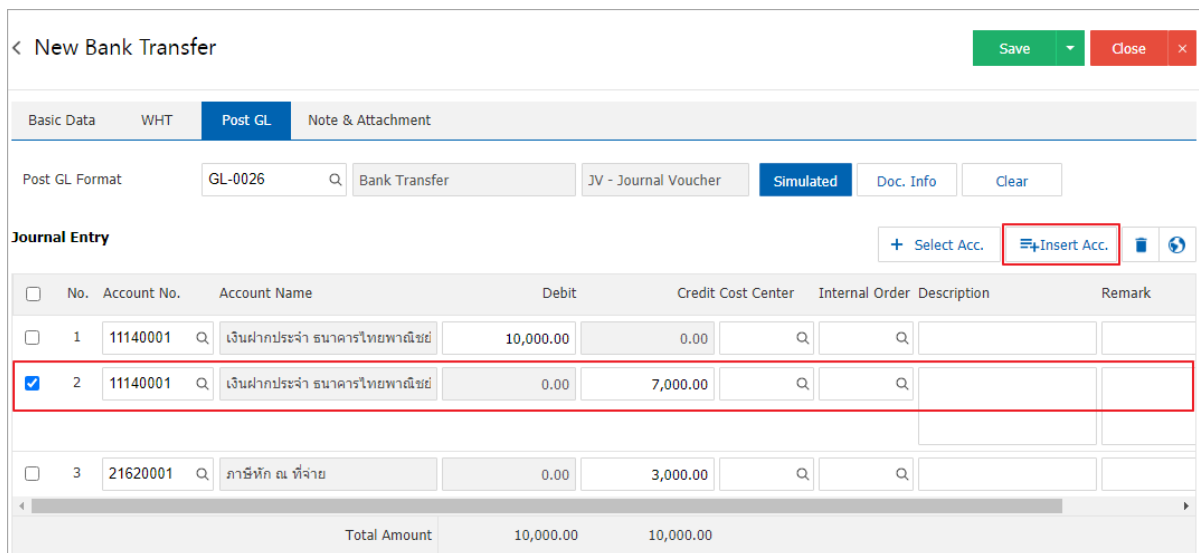
**Journal Entry** [+ Select Acc.] [+Insert Acc.] [Trash] [Refresh]

No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order	Description	Remark
<input type="checkbox"/>	1	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	10,000.00	0.00		
<input type="checkbox"/>	2	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	0.00	7,000.00		
<input type="checkbox"/>	3	21620001	ภาษีหัก ณ ที่จ่าย	0.00	3,000.00		
<input checked="" type="checkbox"/>	4			0.00	0.00		

Total Amount: 10,000.00 10,000.00

\* Note : The user must make the Check box "Edit GL" to be added or edit entries to the "Document to the GL"

11. Users can insert between the accounts of others. The first entry, then press the "Insert" will show exactly where the top of the account to add selected items as shown in Figure



**New Bank Transfer** [Save] [Close]

Basic Data WHT **Post GL** Note & Attachment

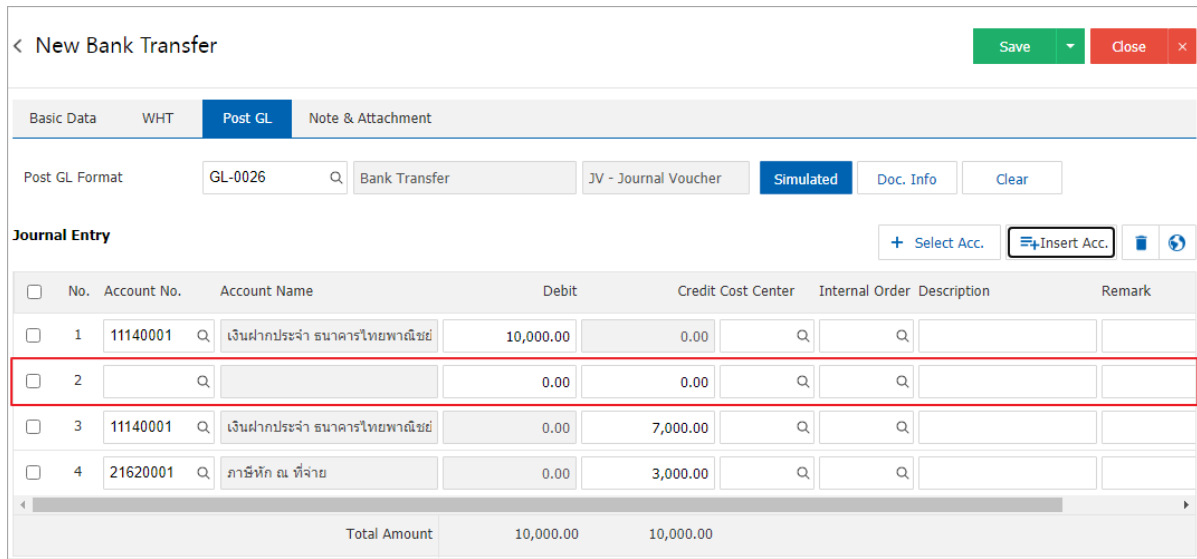
Post GL Format: GL-0026 Bank Transfer JV - Journal Voucher [Simulated] [Doc. Info] [Clear]

**Journal Entry** [+ Select Acc.] [+Insert Acc.] [Trash] [Refresh]

No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order	Description	Remark
<input type="checkbox"/>	1	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	10,000.00	0.00		
<input checked="" type="checkbox"/>	2	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	0.00	7,000.00		
<input type="checkbox"/>	3	21620001	ภาษีหัก ณ ที่จ่าย	0.00	3,000.00		

Total Amount: 10,000.00 10,000.00





**New Bank Transfer** [Save] [Close]

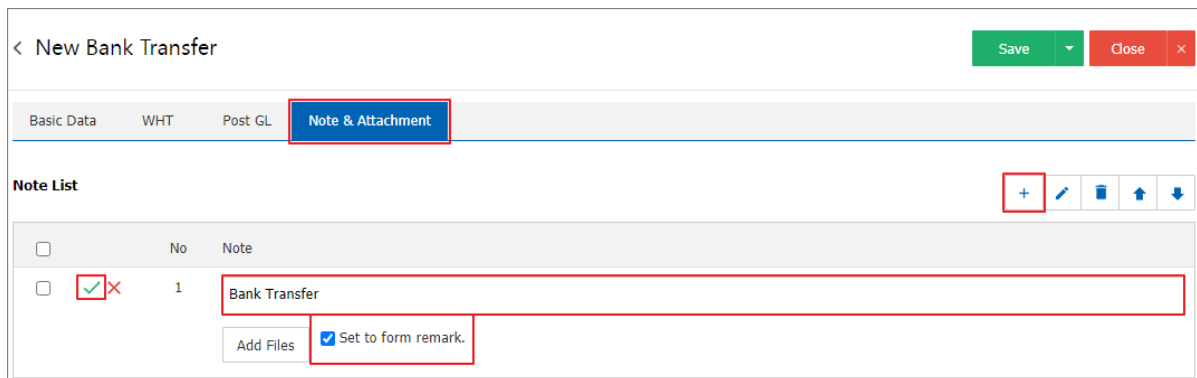
Basic Data | WHT | **Post GL** | Note & Attachment

Post GL Format: GL-0026 | Bank Transfer | JV - Journal Voucher | **Simulated** | Doc. Info | Clear

**Journal Entry** [Select Acc.] [Insert Acc.] [Refresh] [Print]

No.	Account No.	Account Name	Debit	Credit Cost Center	Internal Order	Description	Remark
1	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	10,000.00	0.00			
2			0.00	0.00			
3	11140001	เงินฝากประจำ ธนาคารไทยพาณิชย์	0.00	7,000.00			
4	21620001	ภาษีหัก ณ ที่จ่าย	0.00	3,000.00			
Total Amount			10,000.00	10,000.00			

12. In the Tab "Note & Attachment" is to note the bill. Users can specify the notes you want by pressing the "+" > "specify the desired" >  Note as shown on the form" used in the definition. Because the bill of over 1 and up to the present in the form >  " to save the image





**New Bank Transfer** [Save] [Close]

Basic Data | WHT | Post GL | **Note & Attachment**

**Note List** [Add] [Edit] [Delete] [Up] [Down]

No	Note
1	Bank Transfer

Add Files  Set to form remark.

\* Note: The "  " and "  " to scroll the text up. Or according to user requirements

\* Note: If the user has to bring other documents referred to in the document, bank transfer, users can "attach" other documents.

13. After the check is complete, press the "Save" button at the top right of the screen to save the document data transfer between a passbook. The recorded data can be saved into 3 types:

- Save the document with normal bank transfer data with the record already.
- Save & New to save and open a new documents, bank transfer records when the user saves the document data bank transfer successfully. The system will display the document data transfer between passbook immediately.
- Save & Close to save and return to the list of bank transfer data when a user save a document bank transfer completed. Will be added to the list of bank transfer immediately.

