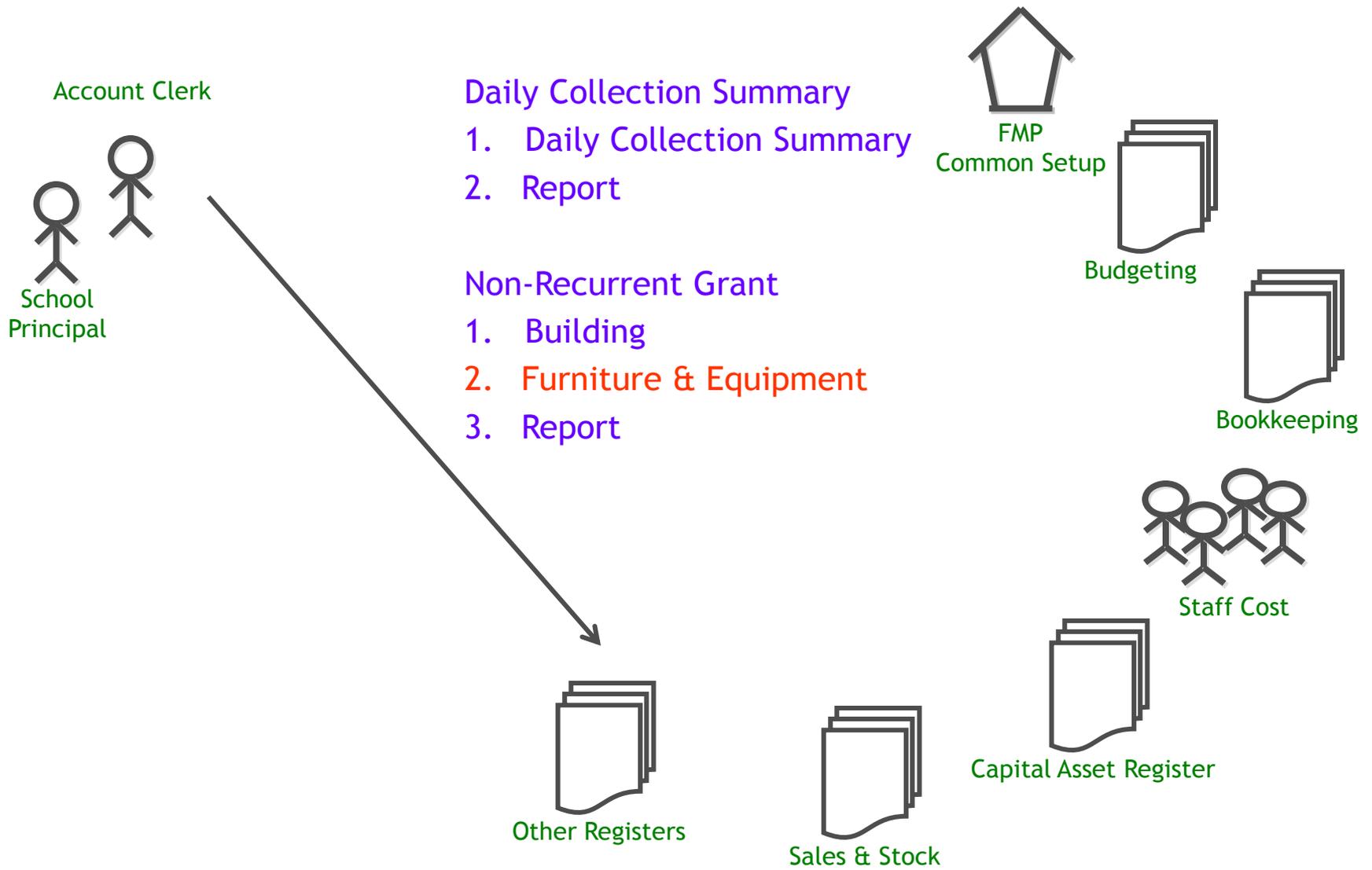


# FMP - Non-Recurrent Grant



# Non-Recurrent Grant - Furniture & Equipment

Purpose:

- It records the non-recurrent grant received from EDB for the purchase of Furniture and Equipment. It includes information of Total Cost, EDB Subsidy and School's Share.
- No year end closing concept applies to this module.
- No future date is allowed.

# Add New Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summar
  - ▼ Non-Recurent Gra
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

 Search  Add  Reset

Step 1. Click [Add] button. A new transaction line will be displayed.

# Add New Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summary
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Total Cost \$ 50,146.90  
EDB Subsidy \$ 23,888.00  
School's Share \$ 26,258.90

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	<b>10,258.90</b>	<b>5,000.00</b>	<b>5,258.90</b>	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input type="checkbox"/>			0.00	0.00	0.00	
		<b>Balance Carried Forward</b>	<b>34,146.90</b>	<b>10,888.00</b>	<b>23,258.90</b>	

Step 2. Enter the field information

# Add New Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summary
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Total Cost \$ 55,146.90  
EDB Subsidy \$ 28,888.00  
School's Share \$ 26,258.90

The balances are automatically update

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	10,258.90	5,000.00	5,258.90	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input type="checkbox"/>	6/5/2003	Projector	5000	5000	0.00	
		<b>Balance Carried Forward</b>	39,146.90	15,888.00	23,258.90	

Step 3. Enter [Total Cost]

# Add New Transactions

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Total Cost \$ 55,146.90  
EDB Subsidy \$ 26,888.00  
School's Share \$ 28,258.90

The school's share is automatically calculated.

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		Balance Brought Forward	10,258.90	5,000.00	5,258.90	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input type="checkbox"/>	6/5/2003	Projector	5000	3000	2000	
		Balance Carried Forward	39,146.90	13,888.00	25,258.90	

Step 4. Enter [EDB subsidy]  
Step 5. Enter [Remark] if necessary  
Step 6. Click [Save] button

# Add New Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summar
  - ▼ Non-Recurent Gra
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurent Grant > Furniture and Equipment

Record saved successfully.

School Level

Date (DD/MM/YYYY)   To

Total Cost	\$	55,146.90
EDB Subsidy	\$	26,888.00
School's Share	\$	28,258.90

▼Bottom

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	<b>10,258.90</b>	<b>5,000.00</b>	<b>5,258.90</b>	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input type="checkbox"/>	06/05/2003	Projector	5,000.00	3,000.00	2,000.00	
		<b>Balance Carried Forward</b>	<b>39,146.90</b>	<b>13,888.00</b>	<b>25,258.90</b>	

▲Top

Record is successfully saved

# Update Transactions

[S-FOR02-01] [FMP](#) > [Non-Recurrent Grant Register](#) > [Furniture & Equipment](#)

School Level

Secondary

Date (DD/MM/YYYY)

To



- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summ
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equipment

Step 1. Click [Non Recurrent Grant] →  
[Furniture & Equipment]  
from the left menu

# Update Transactions

[S-FOR02-01] [FMP](#) > [Non-Recurrent Grant Register](#) > [Furniture & Equipment](#)

School Level

Secondary

Date (DD/MM/YYYY)

1/9/2002

To 6/5/2003

 Search

 Add

 Reset

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summ
  - ▼ Non-Recurrent C
    - Building
    - Furniture & Eq

Step 2. Enter search criteria

- [From Date] should not be earlier than module effective date
- [To Date] should be later than or equal to system date

Step 3. Click [Search] button

# Update Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summary
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Search Add Reset

Total Cost \$ 55,146.90  
EDB Subsidy \$ 26,888.00  
School's Share \$ 28,258.90

▼ Bottom

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	<b>10,258.90</b>	<b>5,000.00</b>	<b>5,258.90</b>	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input checked="" type="checkbox"/>	06/05/2003	Projector	5,000.00	3,000.00	2,000.00	
		<b>Balance Carried Forward</b>	<b>39,146.90</b>	<b>13,888.00</b>	<b>25,258.90</b>	

Add Edit Delete Save

Step 4. Select the checkbox(es) next to [Date]

Step 5. Click [Edit] button

▲ Top

# Update Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summary
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Total Cost \$ 55,146.90  
EDB Subsidy \$ 25,888.00  
School's Share \$ 29,258.90

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		Balance Brought Forward	10,258.90	5,000.00	5,258.90	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input type="checkbox"/>	06/05/2003	Projector	5000.00	2000.00	3000	
		Balance Carried Forward	39,146.90	12,888.00	26,258.90	

Step 6. Change the values if necessary (the values will be automatically adjusted)

Step 7: Click [Save] button

# Update Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summar
  - ▼ Non-Recurent Gra
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] [FMP](#) > [Non-Recurent Grant](#) > [Furniture and Equipment](#)

Record saved successfully.

School Level   
 Date (DD/MM/YYYY)   To

Total Cost \$ 55,146.90  
 EDB Subsidy \$ 25,888.00  
 School's Share \$ 29,258.90

▼Bottom

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	<b>10,258.90</b>	<b>5,000.00</b>	<b>5,258.90</b>	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input type="checkbox"/>	06/05/2003	Projector	5,000.00	2,000.00	3,000.00	
		<b>Balance Carried Forward</b>	<b>39,146.90</b>	<b>12,888.00</b>	<b>26,258.90</b>	

▲Top

Record is saved successfully

# Delete Transactions

[S-FOR02-01] [FMP](#) > [Non-Recurrent Grant Register](#) > [Furniture & Equipment](#)

School Level

Secondary

Date (DD/MM/YYYY)

To



- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summ
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equipment

Step 1. Click [Non Recurrent Grant] →  
[Furniture & Equipment]  
from the left menu

# Delete Transactions

[S-FOR02-01] [FMP](#) > [Non-Recurrent Grant Register](#) > [Furniture & Equipment](#)

School Level

Secondary

Date (DD/MM/YYYY)

1/9/2002

To 6/5/2003

 Search

 Add

 Reset

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summ
  - ▼ Non-Recurrent C
    - Building
    - Furniture & Ec

Step 2. Enter search criteria

- [From Date] should not be earlier than module effective date
- [To Date] should be later than or equal to system date

Step 3. Click [Search] button

# Delete Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summary
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Total Cost \$ 55,146.90  
EDB Subsidy \$ 25,888.00  
School's Share \$ 29,258.90

▼ Bottom

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	<b>10,258.90</b>	<b>5,000.00</b>	<b>5,258.90</b>	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
<input checked="" type="checkbox"/>	06/05/2003	Projector	5,000.00	2,000.00	3,000.00	
		<b>Balance Carried Forward</b>	<b>39,146.90</b>	<b>12,888.00</b>	<b>26,258.90</b>	

Step 4. Select the checkbox(es) next to [Date]

Step 5. Click [Delete] button

# Delete Transactions

- ▼ FMP
  - ▶ Common Setup
  - ▶ Budgeting
  - ▶ Bookkeeping
  - ▶ Staff Cost
  - ▶ CAR
  - ▶ Sales & Stock
  - ▶ Daily Coll. Summary
  - ▼ Non-Recurrent Grant
    - Building
    - Furniture & Equip
    - Report

[S-FOR02-01] FMP > Non-Recurrent Grant > Furniture and Equipment

Record(s) deleted successfully.

School Level Secondary  
Date (DD/MM/YYYY) 1/9/2002 To 6/5/2003

Search Add Reset

Total Cost \$ 50,146.90  
EDB Subsidy \$ 23,888.00  
School's Share \$ 26,258.90

▼Bottom

<input type="checkbox"/>	Date (DD-MM-YYYY)	Particulars	Total Cost \$	EDB Subsidy \$	School's Share \$	Remarks
		<b>Balance Brought Forward</b>	<b>10,258.90</b>	<b>5,000.00</b>	<b>5,258.90</b>	
<input type="checkbox"/>	01/10/2002	Sofa	23,000.00	5,000.00	18,000.00	
<input type="checkbox"/>	15/03/2003	2 Magazine Cabinet	888.00	888.00	0.00	
		<b>Balance Carried Forward</b>	<b>34,146.90</b>	<b>10,888.00</b>	<b>23,258.90</b>	

▲Top

Add Edit Delete Save

Record is deleted successfully

Press  
ESCAPE  
To Return