

Supplier / Employee

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Introduction

Following shows a sample window.

The chapter describes features available within the window.

finance-employee-en.png

Create Supplier

Click "New supplier" on upper right corner of Supplier/Staff table

finance-employee-en.png

Enter supplier data, then click "Create".

supplier-new-modal-en.png

Update Supplier / Employee

Click "Update" button on the right of supplier

finance-employee-en.png

Update information, then click "Update".

supplier-update-modal-en.png

View Supplier / Employee

Click "View" button on the right of supplier

finance-employee-en.png

Supplier modal appears

supplier-view-modal-en.png

Pay Supplier / Employee

Click "Pay" button on the right of Supplier / Employee

finance-employee-en.png

Enter date, bank-account, pay-amount, etc., then click "Update"

payment-modal-en.png