

जैसा कि आप जानते हैं **Soft World India (P) Ltd. (Data Soft)** देश की एक मात्र **ISO 9001:2000** कम्प्यूटर सॉफ्टवेयर कम्पनी है जो कि पूर्णतया दवा व्यवसायों के लिए कार्य कर रही है। आपके असीम सहयोग तथा विष्वास के कारण ही आज हम पूरे देश में 8000 से अधिक थोक तथा खुदरा दवा व्यवसायों को अपनी सेवाएँ उपलब्ध करा रहे हैं ।

जुलाई माह में शुरू किये गए कस्टमर केयर सेंटर को आप सभी की ओर से बहुत सराहना मिली है। कस्टमर केयर सेंटर के टोल फ्री नम्बर **18001806080** पर उपलब्ध ऑन लाइन सेवाओं ने Customer Satisfaction Level को पहले से बेहतर कर दिया है। कस्टमर केयर सेंटर के प्रति आपके उत्साह से हमें प्रोत्साहन मिला है तथा इसे और बेहतर बनाने के क्रम में हमने इसमें कुछ Functional Changes किये हैं जिसके बारे में जानकारी सीधी-बात के इस अंक में उपलब्ध है। (See Page No. ____)

जुलाई माह से ही हमने **UNISOLVE** तथा **CROSS** के मूल्य के अलावा LAN तथा Upgrade Charges को बेहद आकर्षक कर दिया था तथा आपको यह जानकर बेहद प्रसन्नता होगी कि नई Rates तथा Upgrade Charges में उपलब्ध नए विकल्पों को काफी सराहना मिली है तथा अब सभी Customers अपनी आवश्यकता के अनुरूप बेहतर एवं किफायती सेवाओं का लाभ ले रहे हैं। (See Page No. ____)

नए Versions में **VAT Forms** से सम्बन्धित Changes के अलावा राजस्थान, बिहार, झारखण्ड तथा उड़ीसा के लिए भी VAT Forms सम्मिलित किए गए हैं। (See Page No. ____)

नया Version 6.3 अब आपके लिए उपलब्ध है तथा इसे आप स्वयं स्कैंक कर सकते हैं। (See Page No. ____)

हमारा प्रयास है कि दवा व्यवसाय के लिए सॉफ्टवेयर से सम्बन्धित किसी भी नई जानकारी तथा बदलाव को **सीधी-बात** के माध्यम से आप तक पहुँचाते रहें। हमें विश्वास है कि **सीधी-बात** का यह अंक बहुत उपयोगी सिद्ध होगा तथा आपके सुझाव इसे और बेहतर बनाने में मददगार होंगे, अतः आपसे निवेदन है कि आप हम तक अपनी सीधी-बात अवश्य पहुँचाएँ।

आशा है आपका सहयोग तथा विष्वास निरन्तर इसी प्रकार मिलता रहेगा ।

धन्यवाद ।

SWIL Team

Soft World India (P) Ltd (Data Soft) is the only **ISO 9001:2000** computer software company providing software solutions exclusively for pharmaceutical industry. With the cooperation & support from our esteemed clients like you, we are able to serve more than 8000 wholesalers & retailers all over India.

You will be glad to know that Customer Care Centre started in July 2006 is being praised all over for its performance and the services available on toll free no. **18001806080** have improved the customer satisfaction levels. Your response to the customer care centre has raised our spirits and we have done some functional changes to further improve the services. The information regarding the changes is being given in this issue. (See Page No.____)

The prices of Unisolve & Cross, Lan upgrades & Upgrade Charges were made more attractive in July 2006 and you will be glad to know that we have received a great appreciation for the new rates & options available in upgrade charges and the customers are now taking better services by adopting the best suitable option according to their requirements. (See Page No.____)

In new versions besides the changes related with **VAT Forms**, new forms for Rajasthan, Bihar, Jharkhand & Orrisa have been included. (See Page No.____)

New version 6.3 is now available for you and you can load the same very easily at your own. (See Page No.____)

Our effort is to convey new developments in the software related with the pharmaceutical business through **Seedhi-Baat**. We hope that new issue of **Seedhi-Baat** will be very useful & we will be getting your suggestions to further improve **Seedhi-Baat**.

Thanks for your continued cooperation & faith in our products & services.

SWIL Team

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Know your company more

SWIL aims to provide state of the art IT solutions to business organizations around the globe and create an environment conducive for the development of employees, customers, shareholders, society and nation.

The basic idea is to provide a complete and comprehensive solution to every unit in pharmaceutical trade, no matter how small or large it is. A Solution is available for every stage of operation, chain of depots, distributor, c&f agent, wholesaler, semi-wholesaler and retail chemist shop.

SWIL's head office is located in the heart of the pink city, Jaipur near SMS hospital for easy access to the customer. There are two different buildings, one is dedicated software development & customer care centre and another one is dedicated to business activities.

In 2008, SWIL intends to launch solution for pharmaceutical manufacturing companies & hospital.

The Management

The management team at SWIL consists of professionals with vast experience in customer care services, business development & information technology. Key persons in management are:

Mr. M.L. Gupta - Founder, CTO

Mrs. Pooja Gupta - Director

Mr. R. N. Gupta - CEO

Mr. Manish Joshi - G.M. Operations

Mr. Anil Agarwal - Regional Manager-Business

Maj. (Retd) V. K. Sharma - Manager – Customer Care

How to avail better support

You will be pleased to know that the new Customer Care Centre started on July 6th, 2006 is providing fast & efficient services to our customers all over India. Customers are feeling happy & more satisfied with the on line services available at customer care

centre through toll free no. & support through email/courier. We have done some functional changes to help you get the support through toll free no. in a much better way.

When you are connected to our Customer Care Centre at our toll free no. **18001806080**, following message is played regarding the options available:

“Welcome to SWIL Customer Care. Please dial the desired extension no. or Press 1 for CROSS, 2 for UNISOLVE, 3 for Purchasing New Software, 4 for Operator assistance, 5 for FAX tone.

Option 1 will directly connect you to the CROSS Customer Care Executive and you can take the required support.

Option 2 will directly connect you the UNISOLVE Customer Care Executive and you can take the required support.

Option 3 will connect you to the Business Section and you can enquire about how to buy the new software.

Option 4 will connect you the operator where from you can get the desired assistance.

Option 5 will connect you the FAX tone and then you Fax you letter/document.

Please note that in case if you phone is not having the Tone dialing then please press * before pressing the desired option i.e. *1, *2 etc.

If you are not able to connect toll free no. or if you are not calling from BSNL land line phone then you can call at 0141-2573086 (Chargeable) or 0141-2577600 (10 lines). **SWIL** is not liable for its non-availability in some area due to some technical reason. Please do mention your registration number to our customer care executive.

Services through Email/Courier:

Please email us at support@swindia.com whenever you need some help. Please do mention your registration number in the mail. You can also attach your data backup with the mail if required.

Please note that we work 10am to 6pm on Monday to Friday and 10am to 1.00pm on Saturday.

End User Price List

(Wef. 1st of August 2006)

CROSS (Single Company) – End User License

No of Users – Version	Price	Upgrade Charges			
		No Free Visits	Limited Free Visits		Per Visit Charges
	Rs.	Rs.	Rs.	Max. No. of Free Visits	Rs.
Single User	-	2000	3000	5	300
Double User	8500	2000	3000	5	300
Multi User	12500	3000	4000	5	300
LAN Upgrade Charges					
Double To Multi	4000				

UNISOLVE (Single Company) – End User License

No of Users – Version	Price	Upgrade Charges			
		No Free Visits	Limited Free Visits		Per Visit Charges
	Rs.	Rs.	Rs.	Max. No. of Free Visits	Rs.
Single User	8500	2000	3000	5	300
Double User	12500	3000	4000	5	300
Multi User	15000	3000	5000	10	300
LAN Upgrade Charges					
Single To Double	4000				
Double To Multi	2500				

UNISOLVE (Multi Company) – End User License

No of Users – Version	Price	Upgrade Charges			
		No Free Visits	Limited Free Visits		Per Visit Charges
	Rs.	Rs.	Rs.	Max. No. of Free Visits	Rs.
Single User	12500	2000	3000	5	300
Double User	22500	3000	4000	5	300
Multi User	25000	3000	5000	10	300
LAN Upgrade Charges					
Single To Double	10000				
Double To Multi	2500				

Support:

- Free online support (through toll free phone, email, courier) upto one year is available from the date of registration.
- In case the service executive is visiting from outside, client will have to pay out of pocket expenses including fare/conveyance but not limited to the same.

Terms & Conditions:

- Taxes are extra as applicable.
- All prices valid only in India.
- Prices are valid till June 30th 2007.

Support Policy

We would like to assure you that almost all problems in CROSS/UNISOLVE can be solved over phone/email/courier. You must take the backup of your data before making any changes or visit of service executive so that data can be restored in case of any problem.

If you want personal visit, please call our dealer or all India distributor office at 0141-2563885, 5104892, 3260214. Please remember that the problem may or may not be solved fully in a particular visit. If more than one visit is required charges for every visit will be applicable. In case the service executive is visiting from outside, client will have to pay out of pocket expenses including fare/conveyance but not limited to the same.

Personal visits will be possible only when the person is available. **SWIL** is not able to guarantee the time required for visit and the quality of the visiting executive. Mostly visits are to be done by the dealer/distributor staff. In case you don't get support from dealer/distributor, you may lodge your complaint through SMS at 0141-3265729.

CROSS & UNISOLVE are standard products and we do not provide change in them to each & every customer. Based on general requirements we keep on providing general upgrade to clients. If you need any specific upgrade or report, you may get the same on payment, which is usually in range of Rs.3000-Rs. 5000 per report.

We do not provide any data entry support. If any dealer/reseller/sales executive has done any deal with you for the same, he may charge for the same and **SWIL** is not liable for the same.

Some master databases are provided in Installation CD by **SWIL** with the product but please check them for accuracy. **SWIL** is not liable for any errors in them and they are not part of **CROSS** or **UNISOLVE** standard products.

Invoice format can be changed by client/dealer/reseller/sales executive/service executive and if you want it to be done by **SWIL** customer care then please note down your desired changes and send the same by courier or email. Changed format will be sent back to you & you may load it yourself. Please note that it is chargeable.

Software provides many more features and you may learn them by practice. **SWIL** provides only operational training and comprehensive understanding can be achieved by practice and studying online help and knowledge base at www.swindia.com.

Windows version of **CROSS & UNISOLVE** is having more features than DOS version and both versions are compatible only at database level. If you use windows version for its advanced features, you may need to do indexing. Features will never be same in both versions and please use windows version to get benefit of advanced features.

Important Features - CROSS

How to Install CROSS 6.3

Please take your data backup before installing the new version.

Insert the CD labeled "**CROSS 6.3**" in to the CD drive of your System.

The CD is autorun so it will run automatically & installation screen will appear before you. (If the upgrade CD does not run automatically then please browse the CD & run SETUP.EXE file).

Please select the version (DOS/Windows), you wish to install or select both options to install both DOS & Windows versions on your computer and click on Install button. (Please select Single/1+1/Multi User as per your license).

Please define the folder in which you want to install the program & click on Continue button. (By default CROSS DOS version is installed in \CS folder and CROSS windows version is installed in \CROSS folder and the data resides in \CS folder).

Now please run CROSS (or CSDOS for DOS version) from the Icon on your desktop. When you will run the new version first time, it will ask you for the registration password so please enter the same. (Please see the key & password details attached with the upgrade CD).

You may need to reload the program after restoring the data so please keep upgrade CDs sent by us safely and also note down passwords with you for future use.

Please call our customer care centre for any assistance required.

Important Changes in CROSS 6.3 (Windows)

- 1. DOS & Windows 6.3 versions are compatible:** CROSS DOS 6.3 & Windows 6.3 are now compatible. If you are using DOS version for invoicing then you can also use Windows version to get additional reports & features available in Windows version.
- 2. Change in Sales->Patient Wise Reports->Account Statement:** In this report now you can also print the patient Registration No. with each entry. For this new option “**Print Reg. No.**” is added in this report.
- 3. Option to change the Invoice Series:** Now you can also change the invoice series using **F2** key while making sales invoice.
- 4. New hot key to see Sales History:** Now you can use **Ctrl+F11** keys to see the Sales History in Sales Invoice (Wholesale), Purchase Invoice & Order Book. Options are available to see Sales History upto five years (please define previous year companies in System Constants), Include Returns & Includes Expiry/Breakage.
- 5. New hot key to see Purchase History:** Now you can use **Ctrl+F12** keys to see the Purchase History in Sales Invoice (Wholesale), Purchase Invoice & Order Book. Options are available to see Purchase History upto five years (please define previous year companies in System Constants), All Parties, Include Returns & Includes Expiry/Breakage.
- 6. Changes for LT Extra items:** Now when you will enter the LT type as “**I**” for Inclusive & “**E**” for Extra while entering purchase invoice or challan, the same will be updated in Product Master also.
- 7. Changes in Purchase->Daily Report->Check List(Date/Supplier wise):** Now you have the option to take the Date & Supplier wise check list for All/Cash/Cheque & Credit purchases. Now options are also available to print Discount & Tax Amount column in check list.
- 8. Option to calculate Lot Rate in Purchase Invoice:** Now you can use **Shift+F2 (Alt+F4 in DOS)** key to calculate Lot Rate while entering your purchase invoice. You will have to define the rate & scheme like 10+1 & it will automatically calculate the Lot Rate accordingly.
- 9. Option to define nature of Schedule in Schedule Master:** Now one more option “**Nature**” of Schedule is added in **Accounts->Master Data->Schedules**. Here you can define the nature of schedule like “Current Assets, Current Liabilities, Expenses, Fixed Assets etc.
- 10. Option to Change Tax Type Code:** Now there is a new option **Change Tax Type Code** added in **System->Facilities** menu to change the tax type code in existing tax types. It will ask you the old tax type code & new tax type code. This will change the tax type code in Tax Type master & all the transactions as well.
- 11. Improvement in Recalculate Product Balances option:** Now in **System->System Integrity->Recalculate Product Balances** a list of all the products having difference in current & calculated quantity will be shown so that you can exactly know the difference between the current & calculated quantity. There is one more question “**Don't want to update Current Balances (Update Adjustment Qty.)**” which you can use if you do not want to change the current quantity, the system will automatically update the adjustment quantity field according to the difference without affecting the current quantity.
- 12. User wise Invoice Format & Printer Settings:** Now Invoice Format & Printer Settings will be saved user wise in CROSS DOS version also. This feature was already there in Window version.
- 13. Option to Transfer Patients Opening Balances:** Now the option to transfer the patients opening balances while closing financial year is optional. Please tick the question “**Transfer Patient Opening Balances**” if you want to transfer the patients opening balances.
- 14. Corruption Handler Utility:** A new utility “**Corruption Handler**” is added in **System->Facilities** menu to deal with the corruption in the files that can cause due to the improper shut down & virus in your computer.

How to use BAR Code Facility in CROSS

Bar Codes provide immense easiness in retail business. With Bar Codes data entry can be much faster and accurate and inventory management becomes very easy. To implement the Bar Code solution you need to have a Bar Code Scanner/Gun and a Bar Code printer. Now-a-days many of the products are coming with Bar Codes and you can use that Bar Code to directly enter the details with the help of Bar Code Scanner. CROSS already supports the Bar Code printers like Zebra Z4000, Data Max, CX400, Argox, InterMac & Ace. If you have any other Bar Code printer then please contact our customer care centre so that the same can be made available in CROSS.

To activate the Bar Code facility in CROSS please tick the option “**Item Selection By Bar Code**” in **System->System Constant->System** menu. Now please select **BarPrint** option to print the Bar Code labels while entering Purchase Invoice/Challan. When you will click on **BarPrint** option a parameter windows will appear on the screen, please click on Bar Code Setup to define the parameters like Printer Name, No. of labels per line, Gap between labels, Position of first label etc. To print the Bar Codes of existing product please modify the product & click on **BarPrint** option.

If you are dealing in cosmetic items, you can find Bar Codes printed on most of them. As the MRP & other details in cosmetic items do not change frequently, you can use the Bar Code print on product also. For this please define the Bar Code in “**Bar Code**” field in Product Master.

How to Close Financial Year

1. Please clear all the pending purchase challans & all sales return entries before closing as pending challans & sales return entries are not carried forward to next year.
2. If you are using Cross Windows version & also using wholesale challan option then please also clear pending wholesale challan before closing financial year.
3. If you have not received the purchase invoices against the pending purchase challans then please create the purchase invoice & clear the pending challans and leave the Net Amount blank in the purchase invoice. You will have to modify and enter the Net Amount whenever you receive the purchase invoice.
4. Before one or two days of closing, to validate the stock, please run **“System->System Integrity->Recalculate Product Balances”** option with all the questions **“Y”** except the question **“Don’t want to update Current Balances(Update Adjustment Qty.)”**. Please tick this question only if your current balance of items is correct & and you want to update the difference between current quantity & calculated quantity to Adjustment field. Please match the computer’s stock with the physical stock in your shop and make the surplus/shortage entries if required. Ensure that exact stock is carried forward to next year.
5. Please take your data backup and then select **“Close Financial Year”** option & enter the closing date as **“31/03/07”**.
6. Now it will ask you following questions:

“Transfer Nil Balance Batch No?”

Please tick this option if you want to transfer nil balance batches in the new year company.

“Transfer –ve Balance Batch No.?”

Please tick this option only if you want to transfer the –ve balance batches to the new year company. This question will appear only if **“Control Inventory”** in **System->System Constants->Default** is set to **“Product & Batch Level”** and you are maintaining the inventory.

“Transfer stock as opening balance.?”

Please tick this option if you want to transfer the opening stock in the new year company.

“Transfer Patient Opening Balances”?

Please tick this option if you want to transfer the opening balances of the patients to the new year company.

Now please click on **Ok** to continue the closing process. This process may take some time and will automatically create new year company.

How to Transfer Account Balances

While closing, accounts balances are not transferred automatically due to the changes required to finalize the accounts even after closing. To transfer the balances, you will have to import the same from the last year company to the New Year Company. You can import the balances in both ways Pending Bill Wise of supplier or customer (If you are using windows version) & Total A/c Balance.

If you maintain Bill-to-Bill payment system, then first complete all the receipts & payments of last year. Then before importing the pending bills please ensure that credit days of customers are greater than 1 in current year company. It will not transfer the pending bills of customer having 0 credit days in customer master. Run this option only in case if you wish to import accounts balances pending bill wise. To transfer the pending bills, please select **“Opening Balance (Pending Bills)”** option from **Accounts->Import Data** menu in the new year company. It will ask you to select the Source Company so please select the last year company, then it will ask you to select the **Voucher Type**, so please select the invoice series that you want to import. Please enter the last financial year when the period is asked. This process may take some time & after the completion of this process all the pending bills will be imported to the new year company.

Now to import the net balance of other accounts from last year please select **“Import Opening Balances”** option from **Accounts->Import Data** menu.

After the completion of the above process, please run **“Recalculate Account Balances”** option from **System->System Integrity** menu. (Run **“Balance Validation”** option from **Accounts->System** menu in DOS version)

Accounts balances can be imported at any time in the current year company and can be done again if required.

Important Features - UNISOLVE

How to Install UNISOLVE 6.3

Please take your data backup before installing the new version.

Insert the CD labeled **“UNISOLVE 6.3”** in to the CD drive of your System

The CD is autorun so it will run automatically & installation screen will appear before you. (If the upgrade CD does not run automatically then please browse the CD & run SETUP.EXE file)

Please select the version (DOS/Windows), you wish to install or select both options to install both DOS & Windows versions on your computer and click on Install button. (Please select Single/Multi User as per your license)

Please define the folder in which you want to install the program & click on Continue button. (By default Unisolve DOS version is installed in |US folder and windows version is installed in \UNISOLVE folder and the data resides in \US folder.)

Now please run UNISOLVE (or USDOS for DOS version) from the Icon on your desktop. When you will run the new version first time, it will ask you for the registration password so please enter the same. (Please see the key & password details attached with the upgrade CD).

Please note that if you are having single firm only and don't want to use Security Disk then please do not tick the questions **“Multiple Company”** & **“Use Security Disk”**. Please send us your security disk back as now your version will work without security disk. (Please remember that if you are working with multiple firms then the security disk will work as earlier so please tick the questions **“Multiple Company”** & **“Use Security Disk”** in such case).

You may need to reload the program after restoring the data so please keep upgrades CDs sent by us safely and also note down passwords with you for future use.

Please call our customer care centre for any assistance required.

Important Changes in UNISOLVE 6.3

- 1. Option to enter Commodity in Tax Type Master:** Now you can enter the Item Description to print in VAT Forms (Commodity) in Tax Type Master. You can modify Tax Type & change the same from **System->Master Data** menu. By default this is initialized from Accounts System Parameters.
- 2. Option to enter LT Type in Product Master:** Now you can enter the LT Type as “I” or “E” in **System->Master Data->Product Master**.
- 3. Change for Packing Slip to Invoice conversion in LAN environment:** Now you can convert Packing Slip to Invoice while working on the other nodes in LAN environment.
- 4. Option to remove adjusted Cr./Dr. note items from the Invoice:** Now you can remove all the adjusted Cr./Dr. note items using **Ctrl+Del** keys from a particular invoice.
- 5. Generic wise Product Selection in Sales Invoice (Windows ver.):** Now if you are not having a particular item in stock then you can check other items in stock based on the generic name of that product using **Alt+F5** keys in Sales Invoice. It will show you the list of the products with similar generic name & then you can select & invoice the product from that list.
- 6. Option to adjust Credit/Debit/Replacement Note in Transfer Out:** Now you can also adjust Credit/Debit/Replacement note using **F5** key in **Transfer Out** option available in **Sales** menu.
- 7. Option to display Scheme in % in Lot Rate Calculation (Windows ver.):** Now you can see the scheme in percentage also when you press **Shift+F2** key for Lot Rate calculation of a batch.
- 8. Option to check Scheme received on a particular Batch:** Now while invoicing you can check the scheme on which the Lot Rate is calculated in purchase invoice using **Alt+F2** key. Please check that the width is defined as 10 in “**Width Lot Rate Scheme**” field in **System->System Maintenance->System Parameters->System** menu. If value defined in this field is 0 then please define 10 in this field & run **Structure Verify** option from **System->System Maintenance** menu.
- 9. Option to convert Packing Slips to Invoice based on Net Amount (Windows ver.):** Now you can convert Packing Slips to Invoice for those customers whose total net amount of packing slips is greater then the given amount. For example if you want to convert invoices for only those customers whose net amount of packing slips is greater then Rs. 2000 then please define 2000 in **Net Amount** while converting Packing Slips to Invoice using **Sales->Packing Slip--->Invoice** option.
- 10. Convert Packing Slips to Different Series for MRP, VAT & Transfer Invoice:** Now you can convert the packing slips to three separate invoices for MRP, VAT & Transfer Invoice. Please ensure that the tax type codes defined are as per the list given on page no. _____. Please define the series for VAT Invoice, MRP Invoice & Transfer Invoice while converting Packing Slips to Invoice using **Packing Slip→Invoice** option in Sales menu.
- 11. Company wise Discount, Rate Hike & Lot Discount options in Packing Slip (Windows ver.):** Now in Packing Slip/Challan, you have the options of Company wise Discount using **F4** key, Company wise Rate Hike using **Ctrl+F7** keys & Company wise Lot Discount using **Shift+F4** keys.
- 12. Option to see Supplier Wise Outstanding in Purchase Invoice (Windows ver.):** Now while entering purchase invoice, you can use **Alt+F11** keys to see the total outstanding of that supplier.
- 13. Option to select all products from the pending purchase challan in Purchase Invoice (Windows ver.):** Now you can select all the products from a particular pending purchase challan while entering purchase invoice. Please press **F5** key on any product when pending purchase challan entries are shown and it will automatically select all the products of that challan in to invoice.

14. **Option to adjust Purchase Return/Replacement Note in Transfer In:** Now you can also adjust Purchase Return/Replacement note using **F5** key in **Transfer In** option available in **Purchase** menu.
15. **Option to Enter Local Tax type in Purchase Challan:** Now you can enter the LT type as “I” for Inclusive & “E” for Extra in Purchase Challan also.
16. **Check on Duplicate Bill No. in Purchase Invoice & Transfer In:** Now in 6.3 DOS version it will check the duplicate bill no. in Purchase Invoice & Transfer In & will give the warning message if the bill no. is already entered.
17. **Option to check the Invoice No. in which the Credit/Debit Note is adjusted:** Now you can check the invoice no. in which a particular Credit/Debit note is adjusted by pressing **Shift+F8** keys on that particular Credit/Debit note entry.
18. **Option to take valuation on Billing/Sales Rate in Sales & Stock Statement:** Now you can take the valuation of Sales column on Billing Rate or on Sales Rate of the batch in **Reports->Sales & Stock Statement** report.
19. **Improved Purchase Return Register: Purchase Return Register** available in **Reports->Expiry->Breakage->Returns** menu is now same as Credit/Debit note register. Now you also get the details of adjusted/pending purchase return entries using this report.
20. **New Replacement Received Summary (Product Wise) Report:** This new report is added in **Reports->Expiry/Breakage/Returns** menu. You can get the product wise summary of goods received against the replacement using this report.
21. **New Replacement Received Summary (Value Wise) Report:** This new report is added in **Reports->Expiry/Breakage/Returns** menu. You can get the value wise summary of goods received against the replacement using this report.
22. **Option to enter Secondary Sales Data and Print Secondary Sales & Stock St. (Windows ver.):** A new option “**Secondary Sales**” is added in **Reports->Customize Reports->Others** menu. In this option you can enter the secondary sales data & can print the Secondary Sales & Stock Statement.
23. **Option to print Report in three columns (Windows ver.):** Now you can print the **Reorder Reports** available in **Reports->Inventory Details->Reorder Reports** menu in three columns.
24. **Changes in RM/DM wise Sales Report (Windows ver.):** Now multi selection of MSR is available in **Reports->Sales Reports->RM-DM wise Sales** report. Options to print Product/Value wise summary & cumulative sales is also available in this report now.
25. **Series Selection option in Sales & Purchase Reports (Windows ver.):** Now in 6.3 Windows version you can take the Sales & Purchase reports for selected series. For these in all the report Series Selection option is available now.
26. **Option to print No. of Sales Challans & Pending Sales Challans in Daily Report (Windows ver.):** Now in **Daily Report** available in **Reports** menu, you can also get the details of No. of Sales Challans made in that particular day & Pending Sales Challans.
27. **Party Name & Product Name in Short Item Report:** Now in **Reports->Inventory Details->Short Item List**, Party Name & Product Name will also be printed.
28. **Option to Check Pending Post Dated Cheques (Windows ver.):** Now you can check the pending PDC details using **Accounts->Transactions->Pending PDC** option. You can also print the report of pending PDCs from this option.
29. **Option to Export and Import Purchase Invoice (Windows ver.):** Now you can export & import purchase invoice or transfer in entries using “**Import Purchase Invoice**” & “**Export Purchase Invoice**” options available in **System->Facilities** menu.

- 30. Corruption Handler Utility (Windows ver.):** A new utility “**Corruption Handler**” is added in **System->Facilities** menu to deal with the corruption in the files that can cause due to the improper shut down & virus in your computer.
- 31. Define Prompt for Transfer Out:** Now you can define the prompt for Transfer Out as per your choice in **System->System Parameters->Standard Values**.
- 32. Option to Update Tax Type in Transactions from Product Master:** A new option “**Replace By Tax Type Specified in Product Master**” is added in **System->Facilities->Change Tax Type in Transaction** option. Please tick this option if you want to update the tax type in existing transactions from Product Master.
- 33. Option to change Local Tax Type in Product Master:** Now you can change the Local Tax from Extra to Inclusive & Inclusive to Extra using **System->Facilities->Change Local Tax** option. This option will change the Local Tax in Product Master only.
- 34. VAT related changes:** Please refer page 32 for VAT related changes.
- 35. New Export option to export reports to Excel, DBF & Text Files Format:** Now there is a new option **Export**, available in report parameters. Now it will export the data more properly to the desired format.

How to Close Financial Year

1. If you have not received the purchase invoices against the pending purchase challans then please create the purchase invoice & clear the pending challan and leave the Net Amount blank in the purchase invoice. You will have to modify and enter the Net Amount, whenever you receive the purchase invoice.
2. Before one or two days of closing, please run **System-> System Maintenance->Balance Validation** option with all the questions “Y” to validate the stock. Before closing match the computer’s stock with the physical stock in your shop and make the surplus/shortage entries if required. Ensure that exact stock is carried forward to next year.
3. Please take your data backup and then select **System-> System Maintenance->Close Financial Year** option to close the financial year. Enter the closing date as “31/03/07”.
4. Now it will ask you three questions. First one is Recalculate Product Balances? <Y/N> so if you have not run the Balance Validation option earlier, then you can answer this question as “Y” other wise leave it as “N”. (Please be careful because if your answer is “Y” then it may take a lot of time)
5. Second question is C/F Discontinued Customers? <Y/N>. Please answer this question as “Y” in case you wish to carry forward the discontinued customers to next year.
6. Third question is Transfer Pending Sales Challans? <Y/N>. Please answer this question as “Y” to carry forward the pending sales challans to next year. This option will delete the pending sales challans from the last year company & will import all the pending sales challans with new serial number starting from 1 in April 1st.

Now press Enter key to continue the closing process. This process will take some time and will create the New Year Company automatically. You can start working in new year company after the completion of the process.

How to Transfer Account Balances

While closing, accounts balances are not transferred automatically due to the changes required to finalize the accounts even after closing. To transfer the balances, you will have to import the same from the last year company to the New Year Company. You can import the balances in both ways Pending Bill Wise of supplier or customer & Total A/c Balance.

To import the customer/supplier bill wise outstanding please use “**Import Customer’s Outstanding**” & “**Import Supplier’s Outstanding**” options from **System->Facilities** menu. This option will import the pending bills upto the current account balance of the party. It will ask you to select the source company so please select the last year company, then it will ask you to select the Voucher Type, so please select the invoice series that you want to import. Please enter the last financial year when the period is asked. This process may take some time & after the completion of this process all the pending bills will be imported to the new year company.

Now to import the net balance of other accounts from last year please select “**Import Opening Balances**” option from **Accounts->System->Import Data** menu.

After the completion of the above process, please run “**Balance Validation**” option from Accounts->System menu.

Accounts balances can be imported at any time in the current year company and can be done again if required.

Vat Related Changes in Windows Version

1. New VAT Forms for Rajasthan: New VAT forms 11, 48 & 50 are added in 6.3 version. VAT Forms 7, 8, 9, 10 & 12 were already provided in 6.2 version. Changes in VAT Form 8 are also done to print Station & Taxable/Sales Value column in MRP Detail. All these forms are available in **Reports->VAT Forms (Rajasthan)** menu.

2. New VAT Forms for Bihar: New VAT forms RT-I, RT-II & D-XI (Purchase) are added in 6.3 version. D-XI (Sales) was already provided in Unisolve 6.2 version. There are some changes in D-XI also like now you have the option to print Status, Date of Filling, Net Amount, Sales Value, Taxable Value & Tax Amount. Multiple selection for customers is also available now in D-XI. You can get these forms in **Reports->VAT Forms (Others)** menu.

3. New VAT Forms for Jharkhand: New VAT forms 200, 500 & 501 are now available in 6.3 version. You can get these forms in **Reports->VAT Forms (Others)** menu.

4. New VAT Form for Orissa: New VAT form 201 for Orissa is now available in 6.3 version. You can get this form in **Reports->VAT Forms (Others)** menu.

Please ensure that you have defined your tax types properly with the following codes:

Description	For VAT	For MRP Tax	Reimbursement	Composition
Sales Tax Types				
Tax Types for Exempted Sales	S0	S0M	S0R	S0C
Tax Types for 4%	S1	S1M	S1R	S1C
Tax Types for 12.5%	S2	S2M	S2R	S2C
Tax Types for 1%	S3	S3M	S3R	S3C
Inter State Exempted Sales	SI0			
Inter State Stock Transfer	SIT			
Inter State Taxable Against Form C	SIC			
Inter State Taxable Without Form C	SIW			
Inter State Sales 3(a) of CST Act	SIA			
Inter State Sales 3(b) of CST Act	SIB			
Export Sales 5(1) of CST Act	SE1			
Export Sales 5(3) of CST Act	SE3			
Tax Types for Stock Transfer	ST	STM	STR	STC
Tax Types for Sales Against Form VAT-15	SF	SFM	SFR	
Purchase Tax Types				
Tax Type for Exempted Purchase	P0	P0R	P0R	P0C
Tax Type for 4% taxable goods	P1	P1R	P1R	P1C
Tax Types for 12.5% taxable goods	P2	P2R	P2R	P2C
Tax Types for 1% taxable goods	P3	P3R	P3R	P3C
Inter State Exempted Purchase	PI0			
Inter State Exempted Purchase with C'Form	PIC0			
Inter State Exempted Purc. without C'Form	PIW0			
Inter State Purchase of 4% taxable goods with C'Form	PIC1			
Inter State Purchase of 4% taxable goods without C'Form	PIW1			
Inter State Purchase of 12.5% taxable goods with C'Form	PIC2			
Inter State Purchase of 12.5% taxable goods without C'Form	PIW2			
Inter State Purchase of 1% taxable goods with C'Form	PIC3			
Inter State Purchase of 1% taxable goods without C'Form	PIW3			
Inter State Stock Transfer Exempted	PIT0			
Inter State Stock Transfer of 4% taxable goods	PIT1			
Inter State Stock Transfer of 12.5% taxable goods	PIT2			
Inter State Stock Transfer of 1% taxable goods	PIT3			
Inter State Purchase 3(a) of CST Act	PIA			
Inter State Purchase 3(b) of CST Act	PIB			
Export Purchase 5(1) of CST Act	PE1			
Export Purchase 5(3) of CST Act	PE3			

Stock Transfer Exempted	PT0			
Stock Transfer of 4% taxable goods	PT1			
Stock Transfer of 12.5% taxable goods	PT2			
Stock Transfer of 1% taxable goods	PT3		PTR	
Tax Types for Sales Against Form VAT-15	PF	PFM	PFR	

Note: If you have not defined the tax type codes as above then please use **Change Tax Type** options available in **System->Facilities**. You need to define only those tax types which you need.

Important Utilities in Windows Version

Personal Assistant

Personal Assistant is a very useful feature for your day to day communication. You can design the master sample letter like reminders, circulars etc. & then can use the same with the mailing list. You can import the mailing list from Customer/Supplier/Accounts master. You can also generate the mailing labels here. Personal Assistant manages all of your communication very easily & efficiently.

Format Editor

You can design your invoice format on your own using the Format Description option available in System->Master Data menu.

Please select the format in which you want to make the changes & click on Edit button. The whole format file is divided into different blocks like Header Line, Item Line, Message Line etc. so please select the block in which you want the changes. After selecting the Block it will display all the lines of that block so please press enter or click on Modify on the line in which you want to make the change. If you want to add a new line then please click on Add button. You can also use F2 key to break the line in small expressions & functions. Expressions & Functions may further break using F2 key. Now make the desired changes & click on Ok button to save the changes.

Corruption Handler

Corruption Handler utility is available in **System->Facilities** menu to deal with the corruption in the files that can cause due to the improper shut down & virus in your computer. Please take proper back up of your data before using this option.

Please select the file in which you want to check the corruption. It will display you the primary fields of the selected file. Now please select the Corruption Type to check Empty Value, Corrupted Value & Check as Numeric if you have numeric value in Character type field. Now click on **Check Corruption** button. Now it will display the corrupted records. To remove the corrupted records, please select the records you want to remove and click on **Remove Corruption**. Now it will ask you the Password to remove the corruption so please contact our customer care centre to get this password.

Query Designer

If you require a new query, you can easily design the same using this powerful Query Designer option available in **Utility** menu.

To add a new query please click on Add button & define Query Code & Caption. Query Detail is divided into following two parts:

File Information: In File Information you have to select the Files required for the Query. After selecting the file please also select the index order. If you want to process multiple files then please also define the File Level. Now please select the file you want to set relation to and also define the Relation String.

Field Information: In this part you have to select the fields/columns you want to display in the query. You can choose the fields from the selected files or can also define the Code Block.

Other Options:

Variables: Contains the list of all the variables used in the query. You can also define the new variable required in the report here.

Parameters: If you want the query based on some parameters then please use Parameters option to define the required parameters.

Click Event: If you want to perform any action on click on any records then please define the process in Click Event option.

Report Designer

Report Designer is a very powerful feature available in Utility menu. New reports can be designed using this feature in desired format.

To add a new report please select Utility->Report Designer->Report Master option. Click on Add button to add the new report & define Report Code, Name, Date & Remarks. Report Detail is divided into following two parts:

File Information: In File Information you have to select the Files/Conditions required for the Report. After selecting the file please also select the index order. If you want to process each record then please select **Run Loop** option. When Run Loop is selected, you have to define the process to be performed on every record in Pre Record Block, Loop Termination condition in Loop Condition and record skip condition in Look Skip Condition. Loop Level provides nesting of Loops (one file/condition within another file/condition).

Field Information: In this part you have to select the field you want to print in the report. You can choose the fields from the selected files or can also define the Code Block.

Other options:

Variables: Contains the list of all the variables used in the report. You can also define the new variable required in the report here.

Parameters: If you want the report based on some parameters then please use Parameters option to define the required parameters.

Pre Report Block: If you want to perform any process before the processing of detail Part (File/Condition) then please fine the process in Pre Report Block option to define the process.

End Report Block: If you want to perform any process after the processing of detail Part (File/Condition) then please use End Report Block option to define the process.

Dealer Network

Jaipur Office (All India Distribution) – 0141-2563885, 5104892, 3260214
Customer Care Centre: 18001806080, 0141-2573086, 2577600 (10 Lines)

Bangalore	Mr. Dayanand	093412-82402	
Bilaspur	Computer Master	07752-507503, 231825	098271-66585
Cuttack	Labanya Enterprises	094370-35766	099371-24501
Dibrugarh	S.B.Computers	0373-2324911	094350-33534
Gorakhpur	Vineet Computers	0551-2504726, 2345050	099351-44678
Guwahati	Shyam Sunder Sharma	094351-08304	
Imphal	Rajesh Jain	099547-03485	094351-85025
Indore	National Computer Point	0731-3043049	093295-25009
Jabalpur	Shanti Enterprises		094253-24787
Jammu	Source Peripherals	0191-2570055, 2579354	094191-98275
Kolkata	Sri Shyam International	033-24455188	098300-57334
Ludhiana	Instant Solution	0161-2461814, 5016502	098157-32300
Mumbai	Mr. Manish Gupta	093225-91864	
New Delhi	Mr. Devendra Rawat	093124-37215	
Patna	Software House	0612-2622993	094310-21467
Ranchi	Software House	098350-37875	094310-21467
Sri Nagar	Allaquband Sons	0194-2434141	094190-04841

Rajasthan

Station	Dealer Name	Phone No.	Mobile No.
Ajmer	Royal Agencies		093520-03370
Alwar	Best Computer Solution	0144-2348702	094142-93230
Banswara	Light System		094141-01181
Bharatpur	Pace Data & Computers	05644-226126	094140-26126
Bhilwara	Sri Nath Enterprises & Software	01482-222964	094142-87279
Bikaner	AKCS Infotech Pvt.Ltd.	0151-2524597	094141-37575
Dholpur	Dot Com Solutions	05642-224393	094142-06911, 94140-26838
Hindaun City	Gomati Computer Services		094144-05578
Jaipur	Computer Garage	0141-2327134	094140-50897
Jhunjhunu	Super Collections	01592-309900,236672	094140-80450, 93140-80450
Jodhpur	Narendera Kumar Khatri	0291-2616839	094141-28970
Kota	Krazy Computers		098293-96432
Kotputli	Vikrant Computers	01421-512035	094142-09685
KuchamanCity	Jai Ambay Solutions		098291-01095
Pali-Marwar	Balaji Soft Web	02932-227376	094141-20376
Sikar	Rachit Computers	01572-253906	098285-66811
Sri Ganganagar	Diamond Medicare	0154-2485625	094142-82096
Sujangarh	Computer House	01568-220855	094144-37209
Tonk	Supertronics	01432-512189	094140-28789
Udaipur	Maxima Soft	0294-2493210	094141-57519

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