

Create and Manage Wastages in RunOnWeb

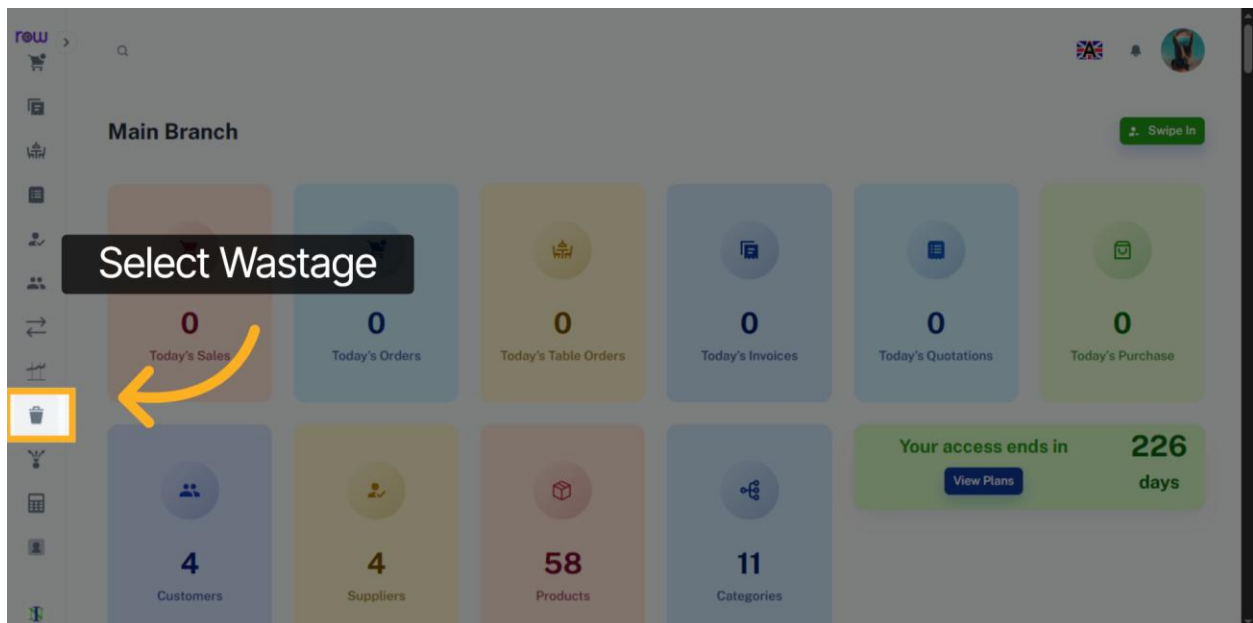
Go to runonweb.com

1. Introduction

In this tutorial you learn how to create and manage wastage.

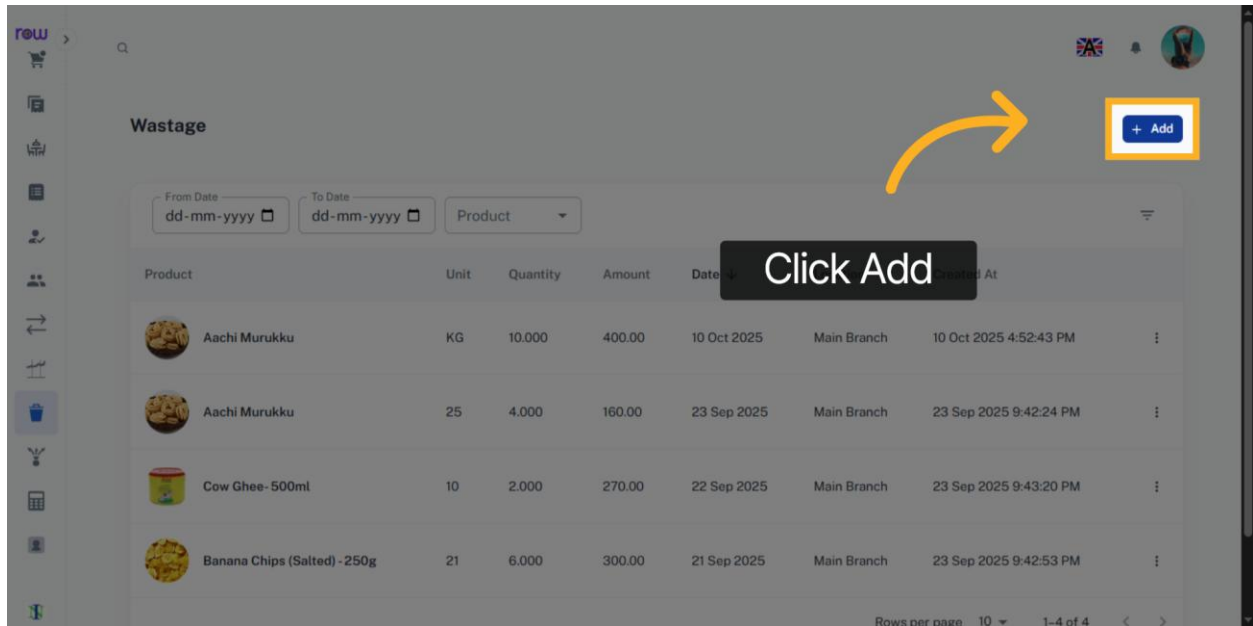
2. Wastage Menu

Click the wastage menu to open the wastage list screen.



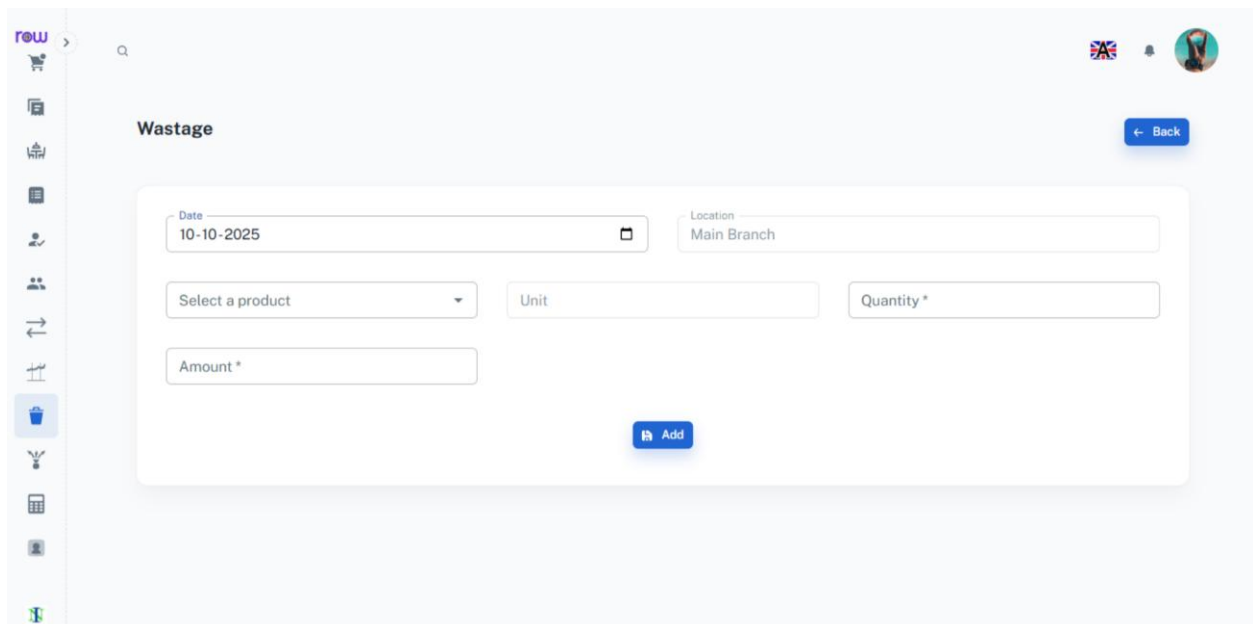
3. New Wastage Button

Click Add button to start creating the new Wastage.



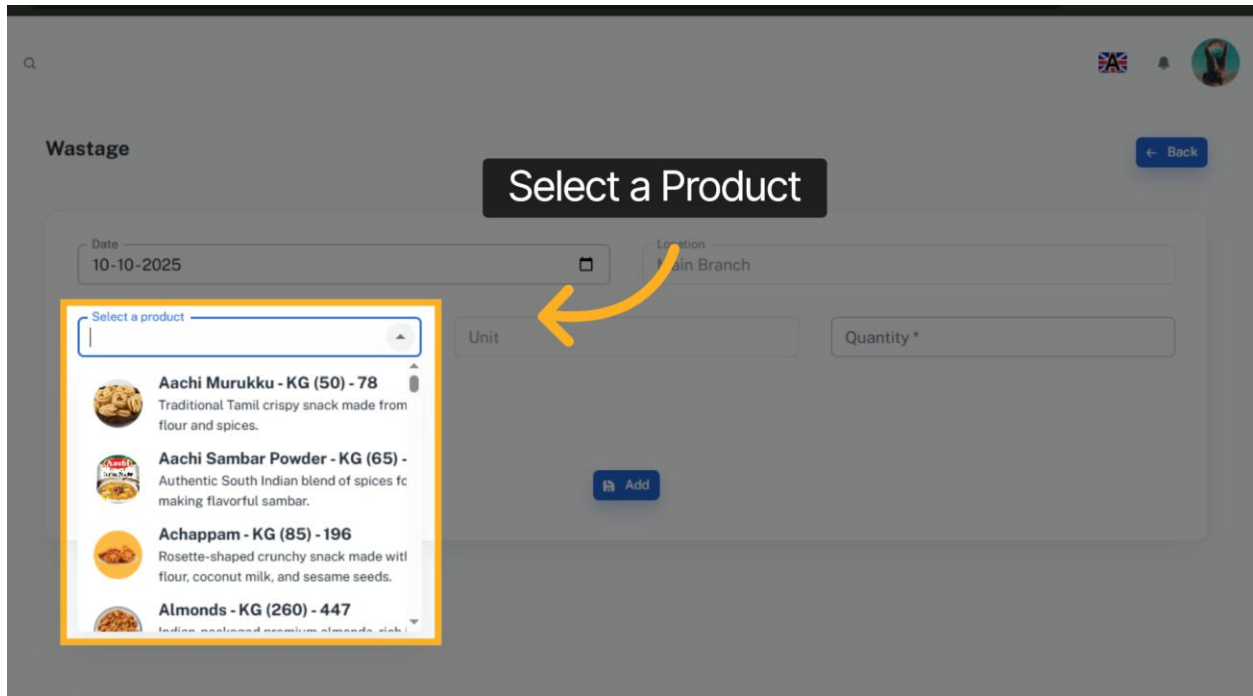
4. Wastage Screen

The Date and Location fields are already filled in. The Location cannot be changed.



5. Select Product

Select a product from the dropdown. You can search by product name or code.



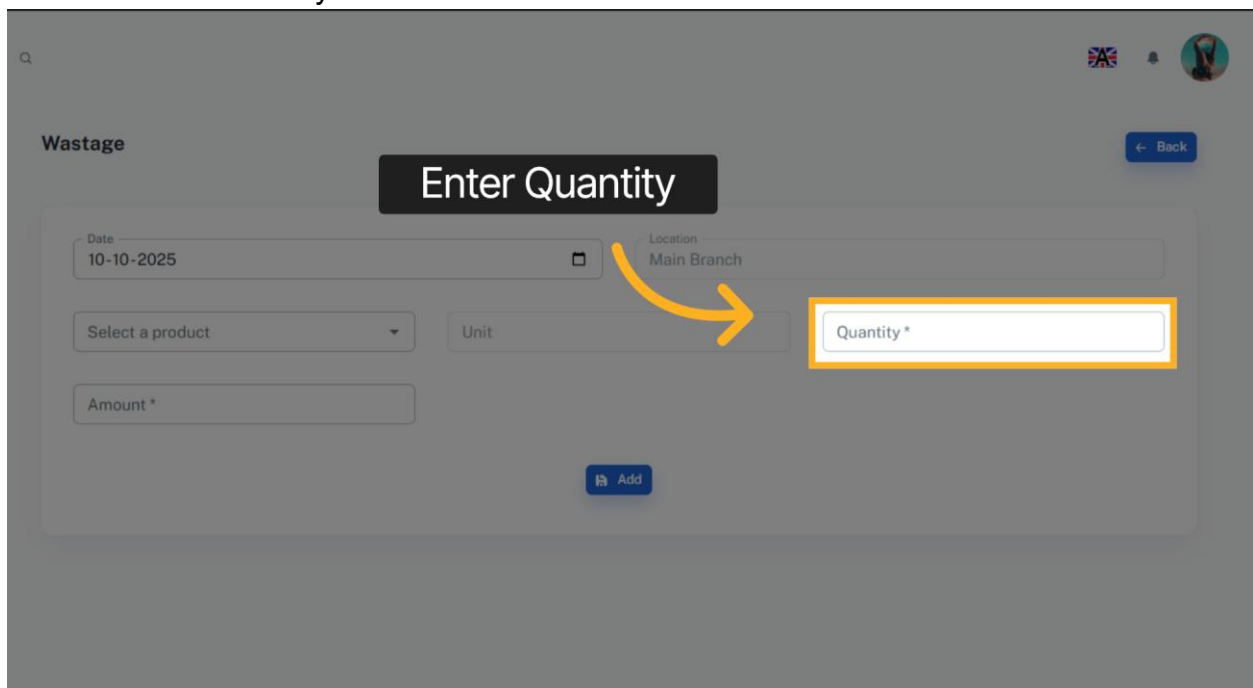
The screenshot shows the 'Wastage' form with a dark overlay that says 'Select a Product'. The form includes fields for Date (10-10-2025), Location (Main Branch), Unit, and Quantity *. A dropdown menu is open, showing a list of products with their codes and descriptions:

- Aachi Murukku - KG (50) - 78**
Traditional Tamil crispy snack made from flour and spices.
- Aachi Sambar Powder - KG (65) -**
Authentic South Indian blend of spices for making flavorful sambar.
- Achappam - KG (85) - 196**
Rosette-shaped crunchy snack made with flour, coconut milk, and sesame seeds.
- Almonds - KG (260) - 447**
Indian roasted premium almonds, etc.

An orange arrow points from the 'Select a Product' text to the dropdown menu.

6. Product Quantity

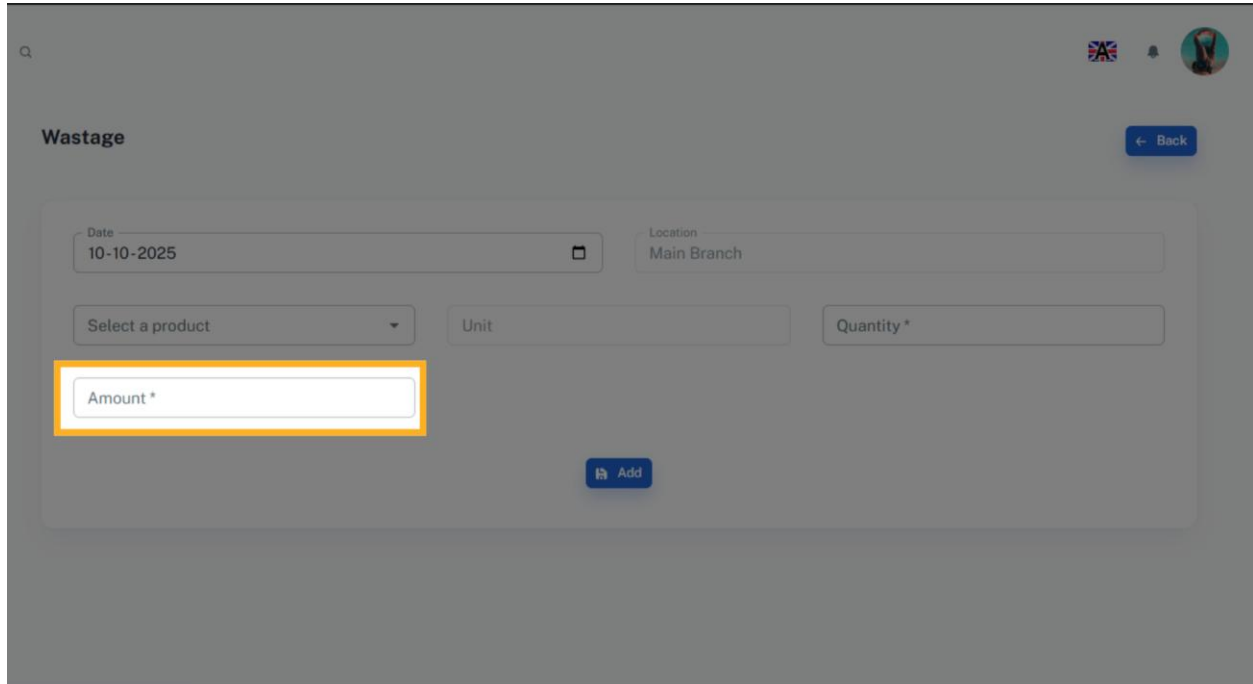
Enter Product Quantity.



The screenshot shows the 'Wastage' form with a dark overlay that says 'Enter Quantity'. The form includes fields for Date (10-10-2025), Location (Main Branch), Unit, and Quantity *. The 'Select a product' dropdown is now closed. An orange arrow points from the 'Enter Quantity' text to the 'Quantity *' field.

7. Amount

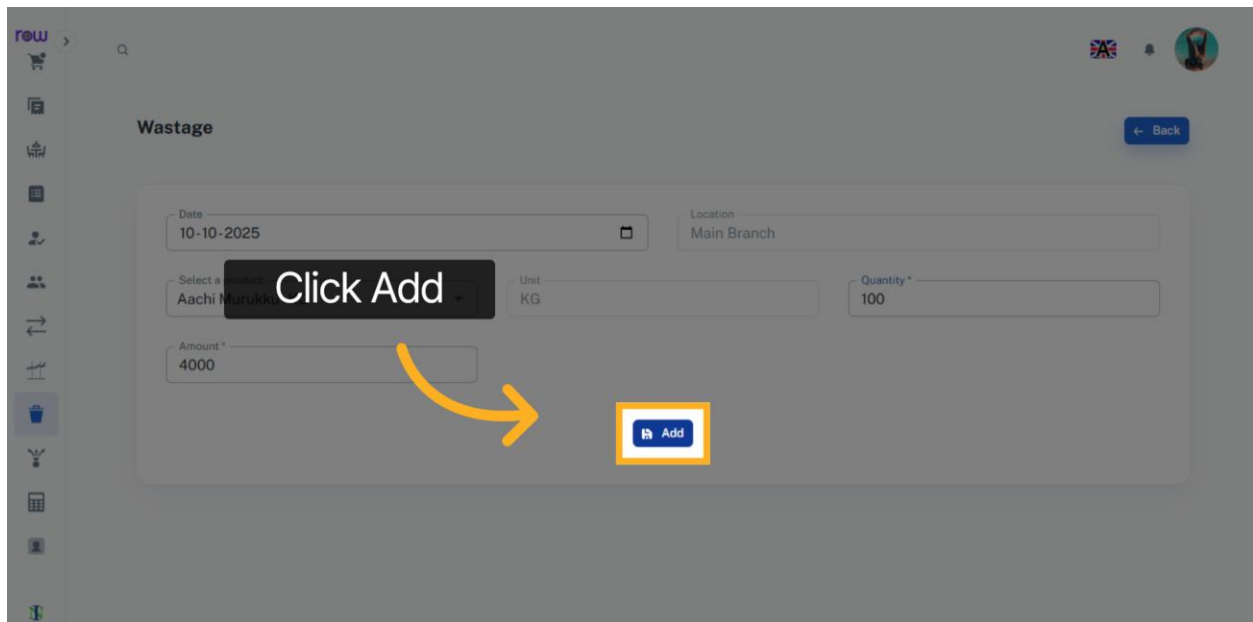
The Amount will be automatically calculated based on the products and quantities you select. You may modify it if necessary.



A screenshot of a web application interface titled "Wastage". The form contains several input fields: "Date" with the value "10-10-2025", "Location" with the value "Main Branch", "Select a product" (a dropdown menu), "Unit", "Quantity *" (with a value of "100"), and "Amount *" (which is highlighted with a yellow border). There is an "Add" button at the bottom right of the form. The top right corner shows a search icon, a flag icon, and a user profile icon.

8. Add

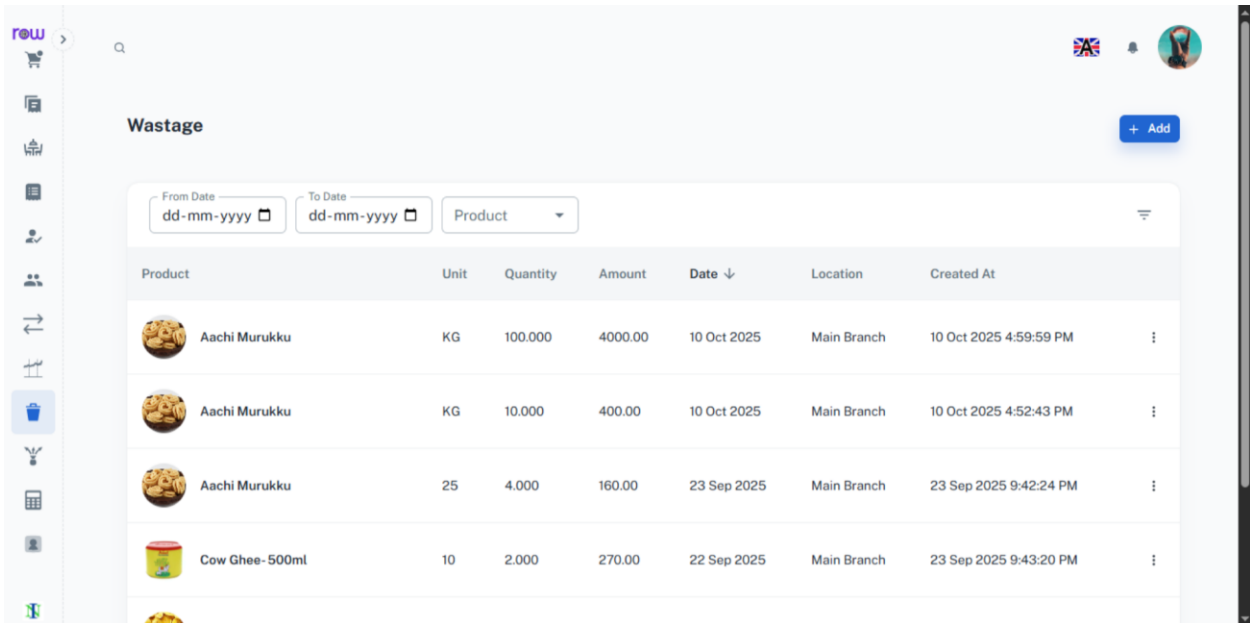
Click Add Button to create a wastage.



A screenshot of the same "Wastage" form, but now with data entered: "Date" is "10-10-2025", "Location" is "Main Branch", "Select a product" is "Aachi Murukku", "Unit" is "KG", and "Quantity *" is "100". The "Amount *" field now contains the value "4000". A yellow arrow points from the "Amount" field to the "Add" button, which is highlighted with a yellow border. A black callout box with the text "Click Add" is positioned over the "Add" button. The left sidebar of the application is visible, showing various icons for navigation.





9. Wastage List Screen

You will be redirected to the Wastage List screen after the Wastage is successfully created.



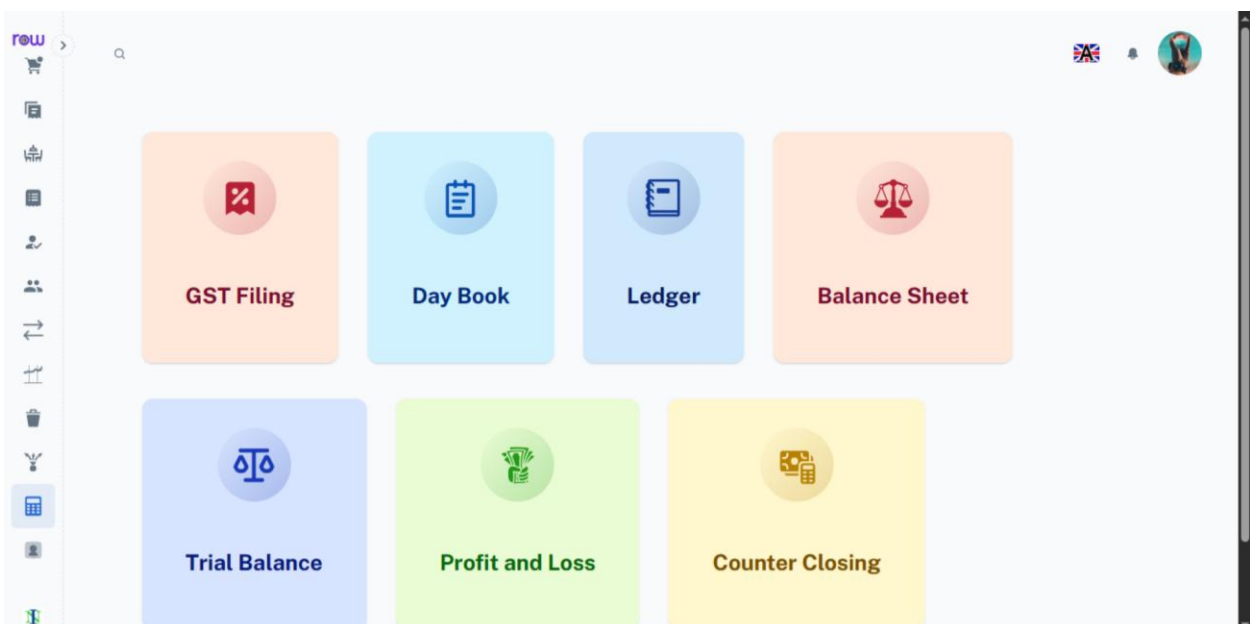
Wastage + Add

From Date: dd-mm-yyyy To Date: dd-mm-yyyy Product: ▼

Product	Unit	Quantity	Amount	Date ↓	Location	Created At
 Aachi Murukku	KG	100.000	4000.00	10 Oct 2025	Main Branch	10 Oct 2025 4:59:59 PM
 Aachi Murukku	KG	10.000	400.00	10 Oct 2025	Main Branch	10 Oct 2025 4:52:43 PM
 Aachi Murukku	25	4.000	160.00	23 Sep 2025	Main Branch	23 Sep 2025 9:42:24 PM
 Cow Ghee-500ml	10	2.000	270.00	22 Sep 2025	Main Branch	23 Sep 2025 9:43:20 PM

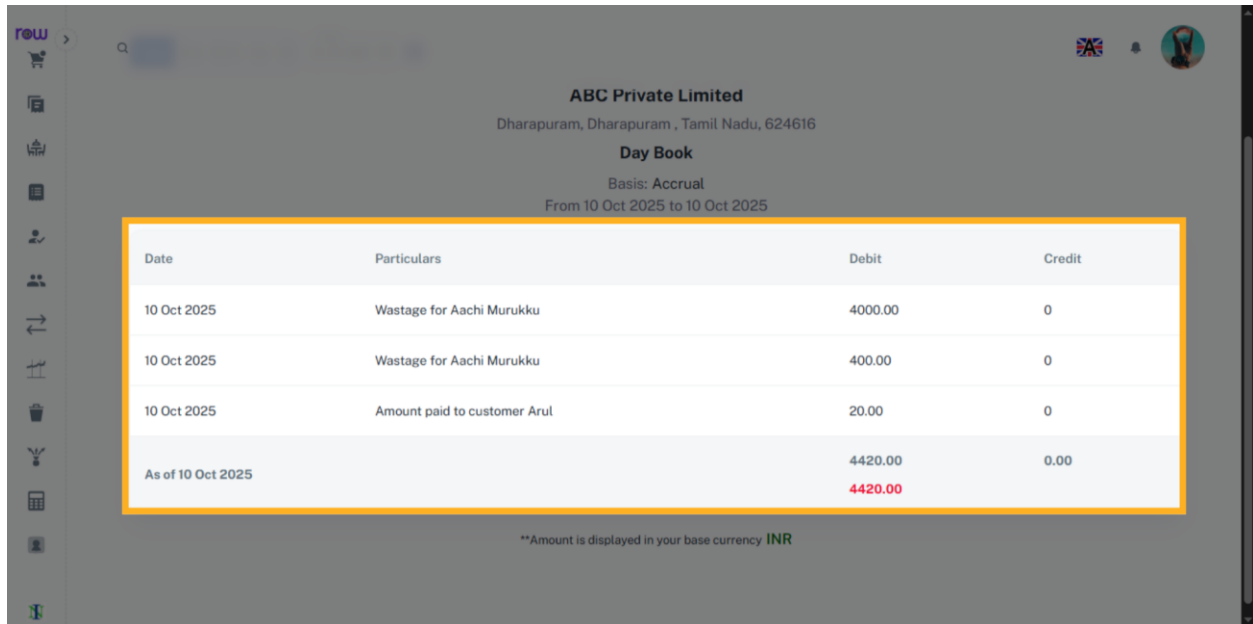
10. Accounts Menu

The wastages are recorded in the Accounts section. You can view their reflection in the Day Book, Ledger, Balance Sheet, Trial Balance, Profit Loss, etc.,



11. Day Book

You can see the wastage record in Day Book.



ABC Private Limited
Dharapuram, Dharapuram , Tamil Nadu, 624616

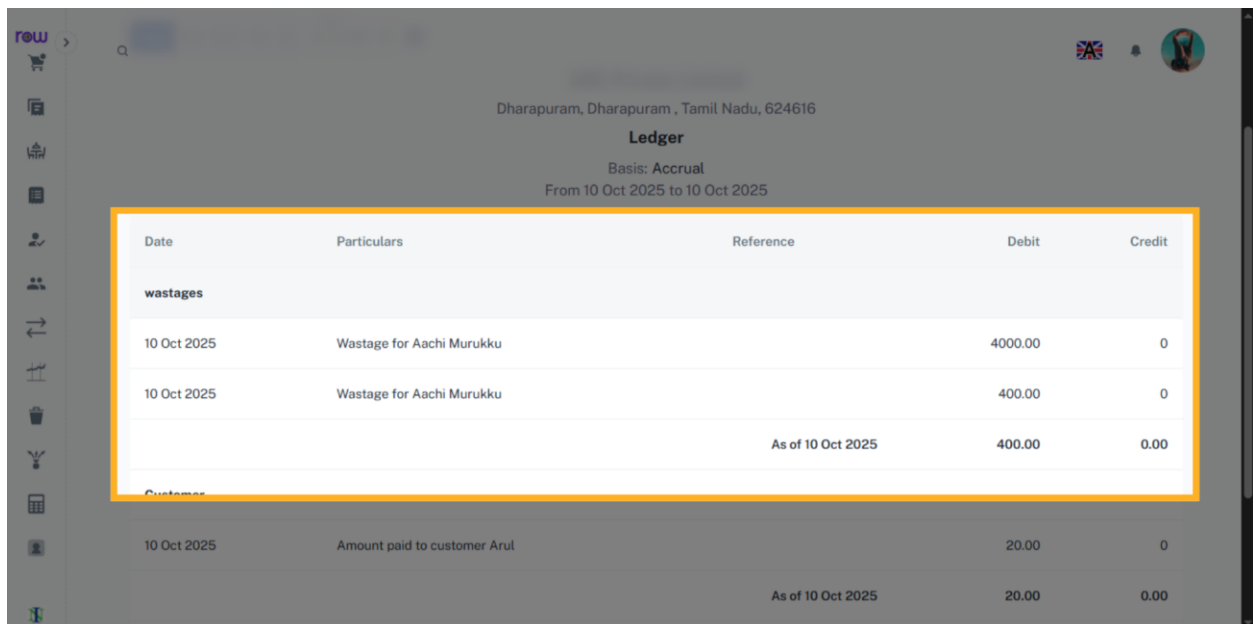
Day Book
Basis: Accrual
From 10 Oct 2025 to 10 Oct 2025

Date	Particulars	Debit	Credit
10 Oct 2025	Wastage for Aachi Murukku	4000.00	0
10 Oct 2025	Wastage for Aachi Murukku	400.00	0
10 Oct 2025	Amount paid to customer Arul	20.00	0
As of 10 Oct 2025		4420.00	0.00

**Amount is displayed in your base currency INR

12. Ledger

You can see the wastage record in Ledger.



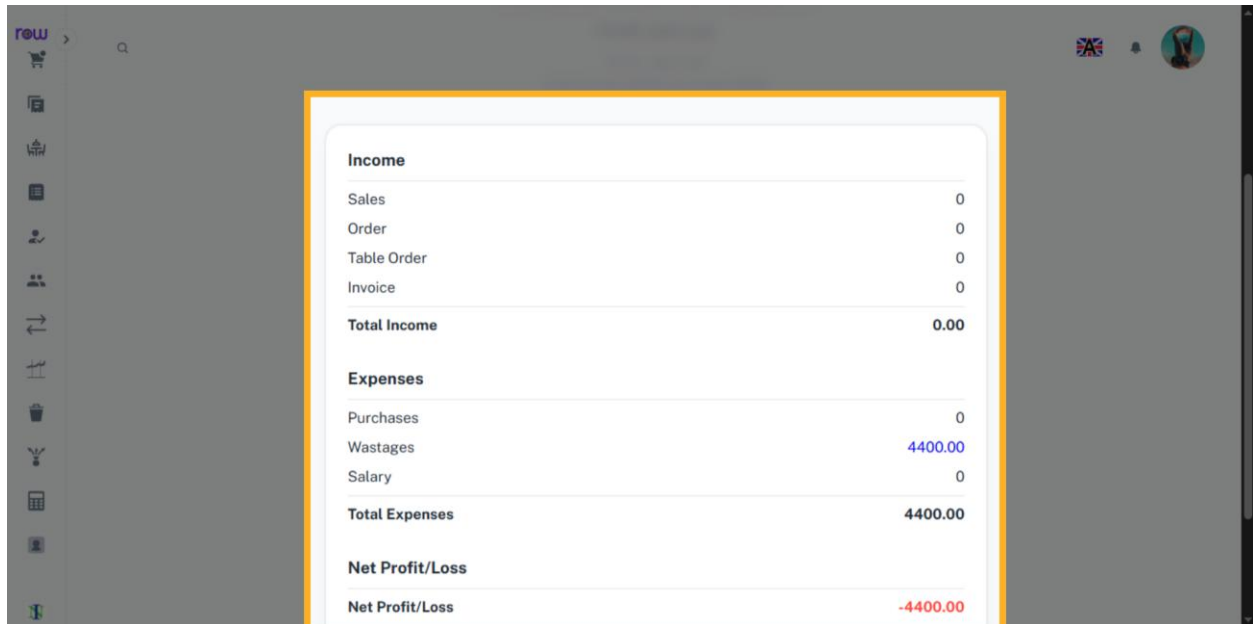
ABC Private Limited
Dharapuram, Dharapuram , Tamil Nadu, 624616

Ledger
Basis: Accrual
From 10 Oct 2025 to 10 Oct 2025

Date	Particulars	Reference	Debit	Credit
wastages				
10 Oct 2025	Wastage for Aachi Murukku		4000.00	0
10 Oct 2025	Wastage for Aachi Murukku		400.00	0
	As of 10 Oct 2025		400.00	0.00
Customers				
10 Oct 2025	Amount paid to customer Arul		20.00	0
	As of 10 Oct 2025		20.00	0.00

13. Profit and Loss

You can see the wastage record in Profit and Loss.

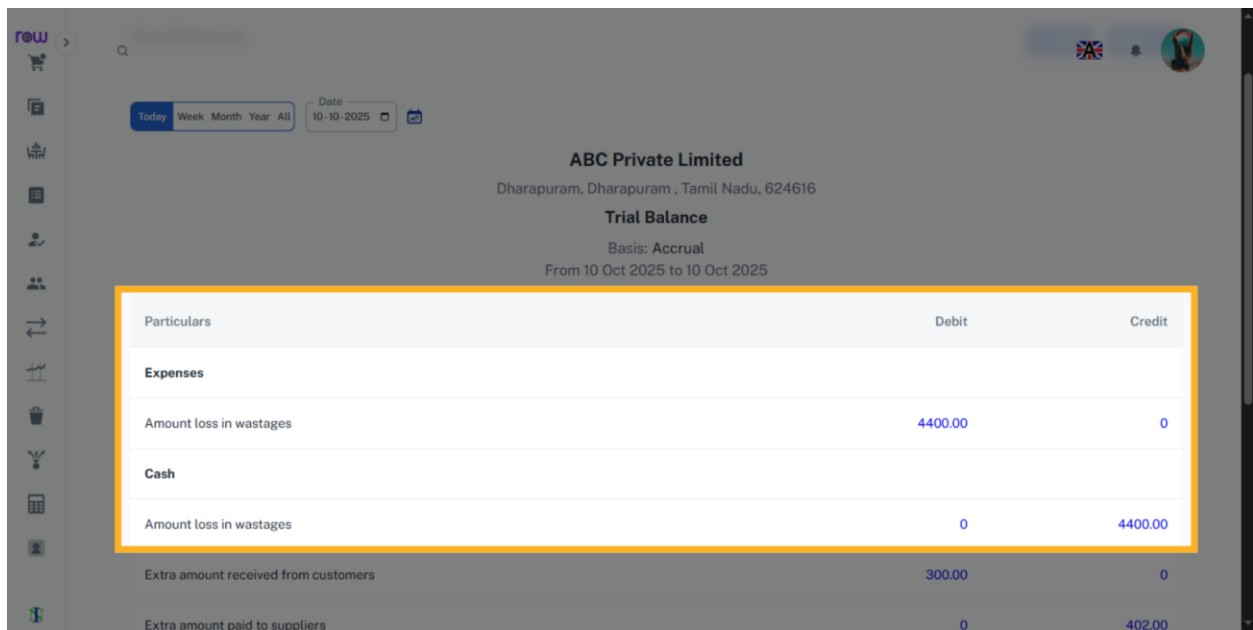


The screenshot displays a Profit and Loss statement for a company. The statement is divided into three main sections: Income, Expenses, and Net Profit/Loss. The Income section shows Sales, Order, Table Order, and Invoice, all with values of 0. The Expenses section shows Purchases (0), Wastages (4400.00), and Salary (0). The Total Income is 0.00, and the Total Expenses are 4400.00. The Net Profit/Loss is calculated as -4400.00, indicating a net loss. The Wastages entry is highlighted in blue.

Income	
Sales	0
Order	0
Table Order	0
Invoice	0
Total Income	0.00
Expenses	
Purchases	0
Wastages	4400.00
Salary	0
Total Expenses	4400.00
Net Profit/Loss	
Net Profit/Loss	-4400.00

14. Trial Balance

You can see the wastage record in Trial Balance and in all other accounts.



The screenshot shows the Trial Balance for ABC Private Limited. The company details are: ABC Private Limited, Dharapuram, Dharapuram, Tamil Nadu, 624616. The basis is Accrual, and the period is From 10 Oct 2025 to 10 Oct 2025. The Trial Balance table has three columns: Particulars, Debit, and Credit. The Expenses section shows 'Amount loss in wastages' with a debit of 4400.00. The Cash section shows 'Amount loss in wastages' with a credit of 4400.00. Other entries include 'Extra amount received from customers' (debit 300.00, credit 0) and 'Extra amount paid to suppliers' (debit 0, credit 402.00). The Wastages entry is highlighted in blue.

Particulars	Debit	Credit
Expenses		
Amount loss in wastages	4400.00	0
Cash		
Amount loss in wastages	0	4400.00
Extra amount received from customers	300.00	0
Extra amount paid to suppliers	0	402.00

Wastage will be recorded in all the accounting sections.

A rectangular graphic with a vibrant gradient background transitioning from orange on the left to purple on the right. The text "Thank You" is centered in a large, bold, white sans-serif font. To the right of the text, there are two overlapping circles: a solid purple circle on top and a white outline circle below it.

Thank You