Create and Manage Wastages in RunOnWeb
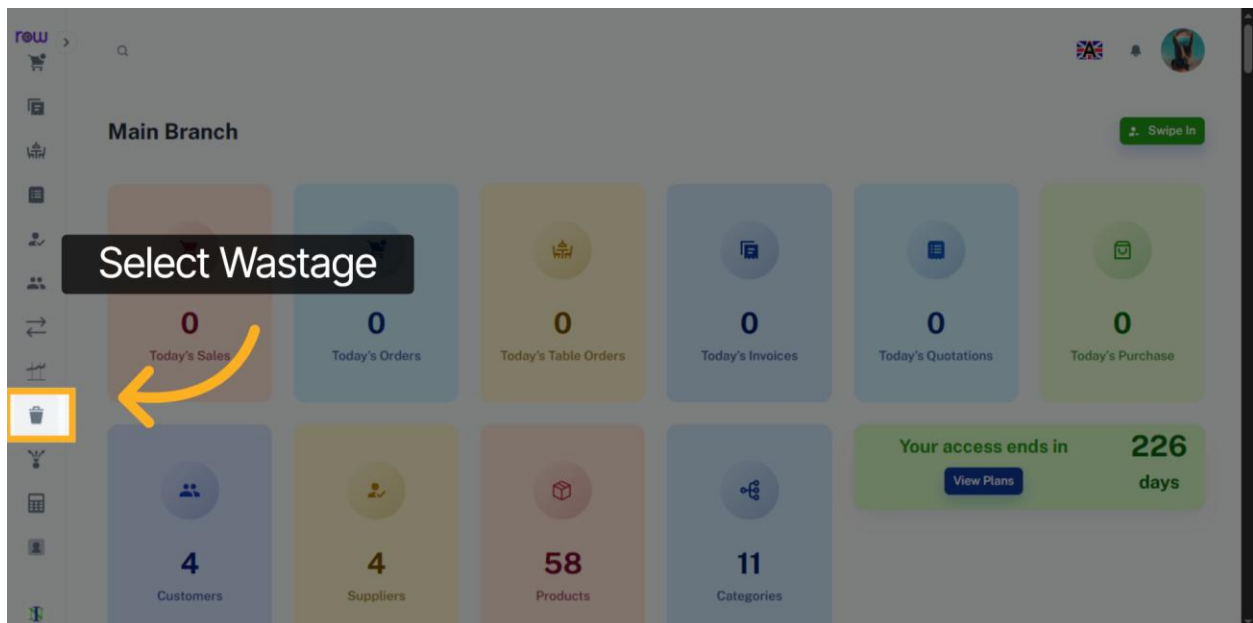
Go to runonweb.com

1. Introduction

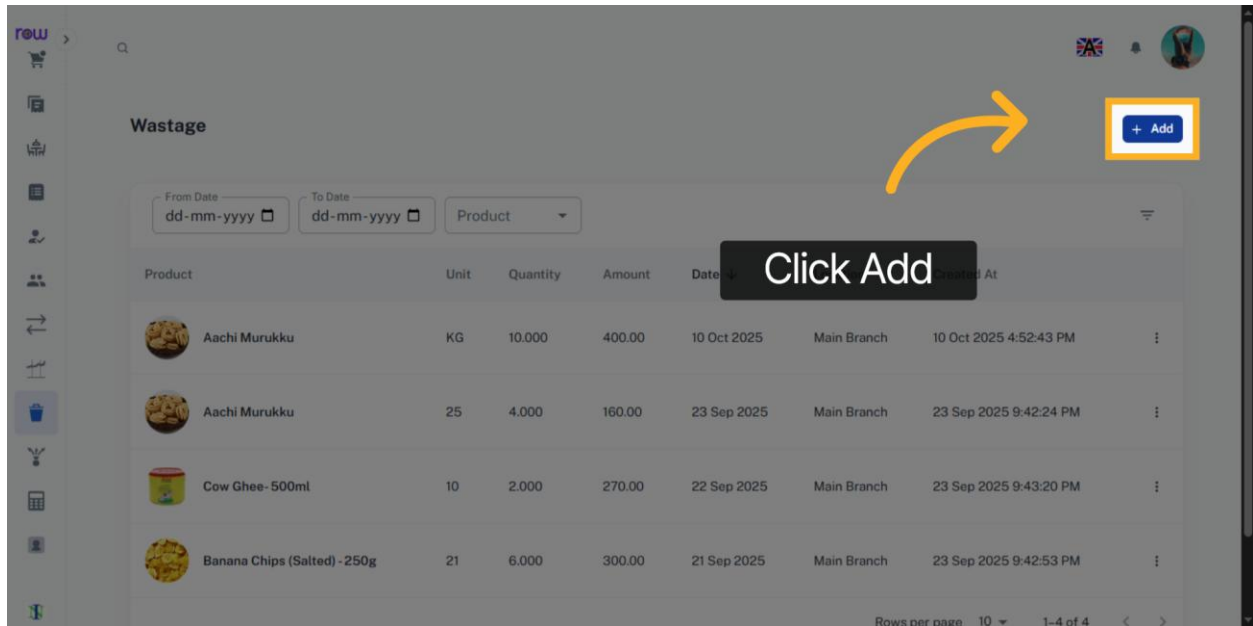In this tutorial you learn how to create and manage wastage.

2. Wastage Menu

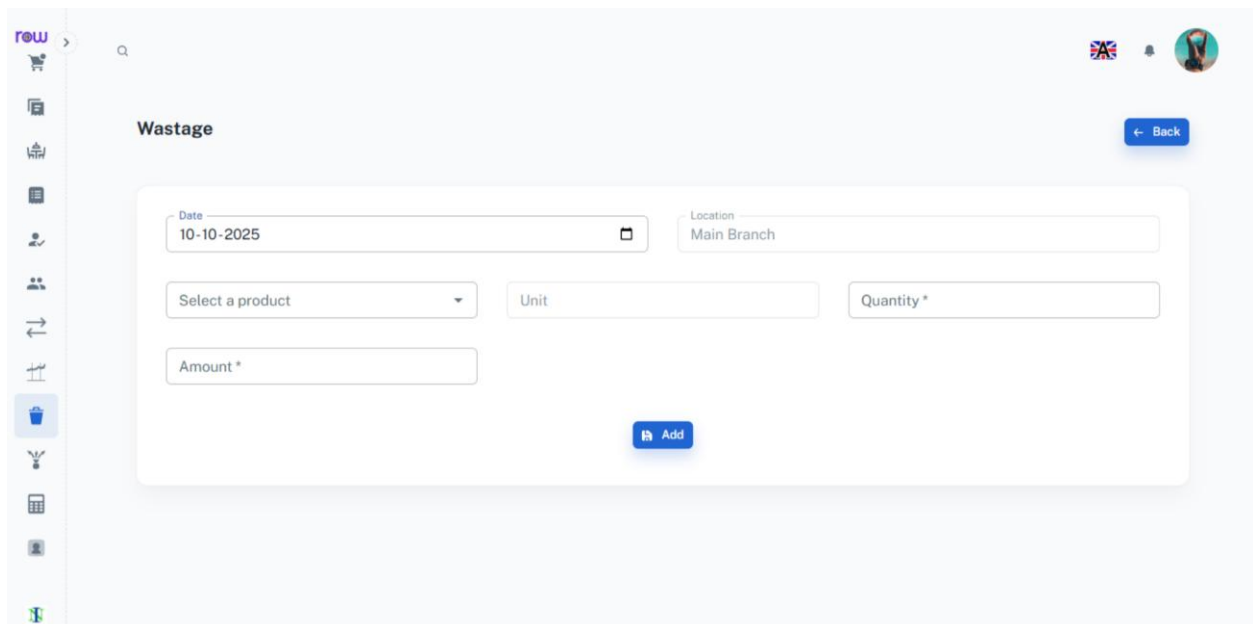Click the wastage menu to open the wastage list screen.

3. New Wastage Button

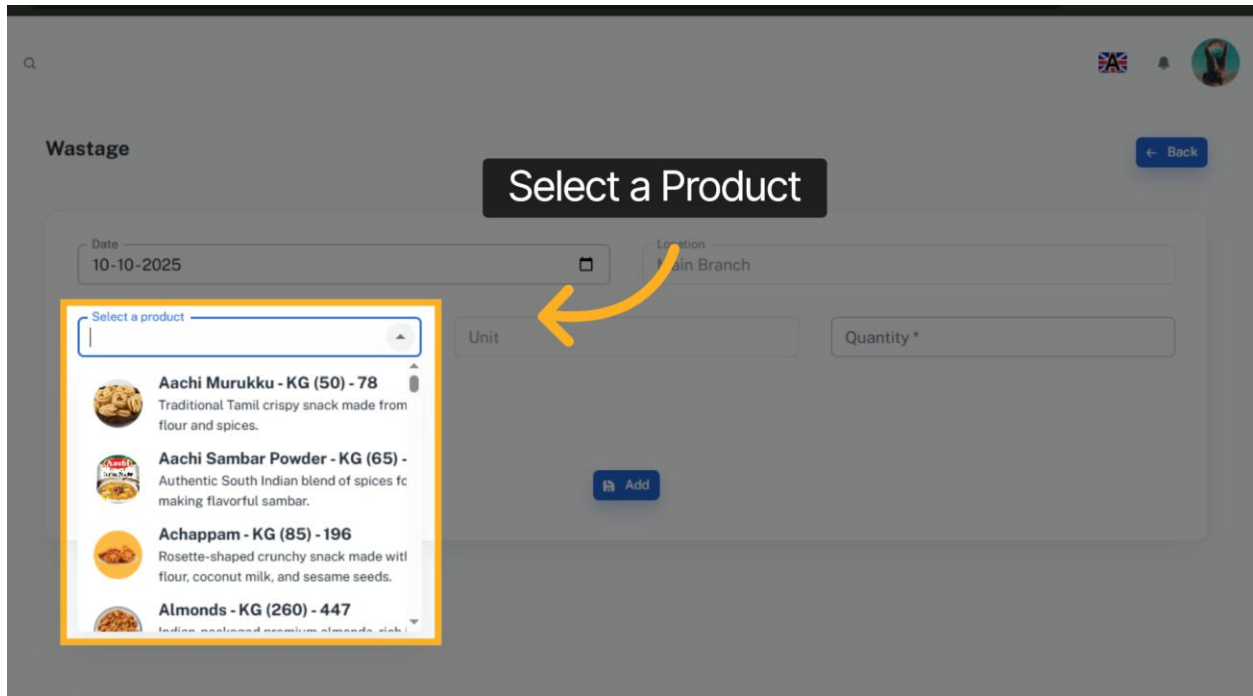Click Add button to start creating the new Wastage.

4. Wastage Screen

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

5. Select Product

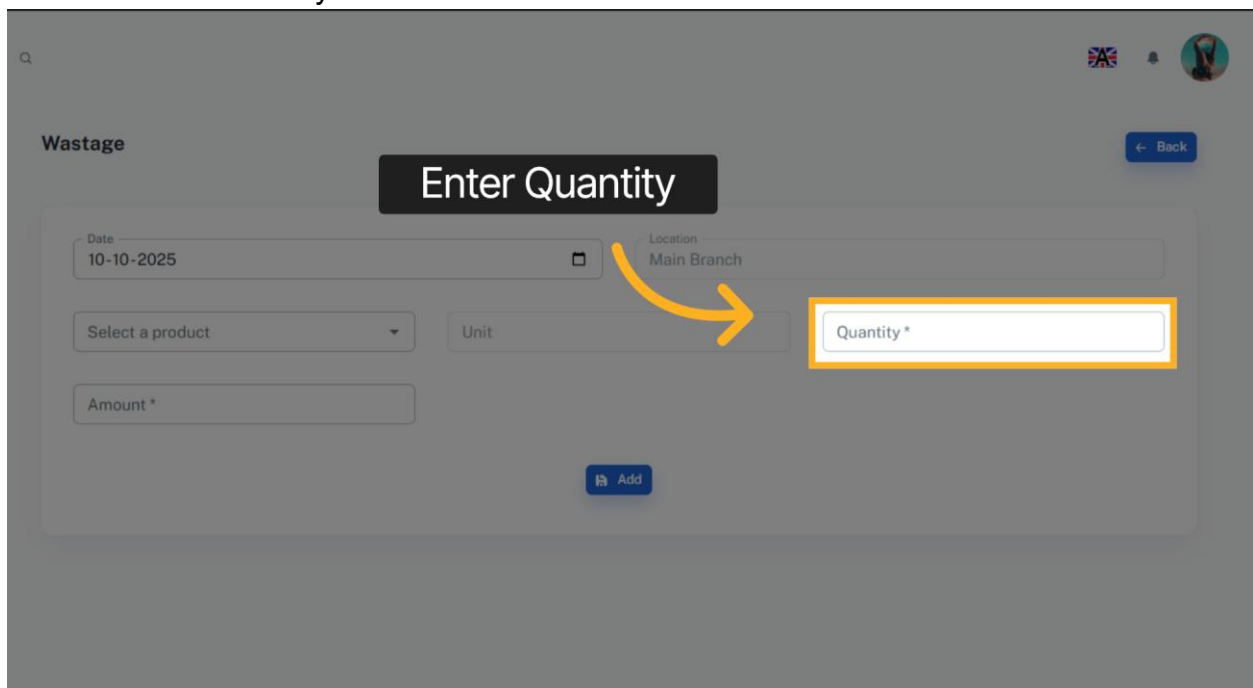Select a product from the dropdown. You can search by product name or code.
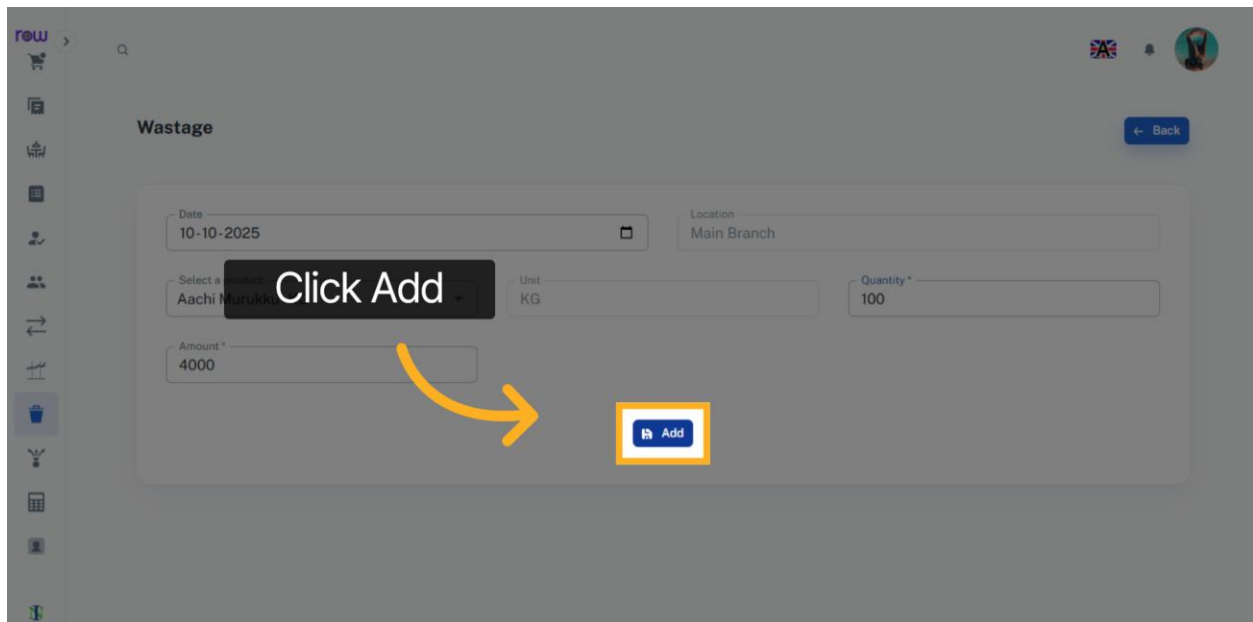

6. Product Quantity

Enter Product Quantity.

7. Amount

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

8. Add
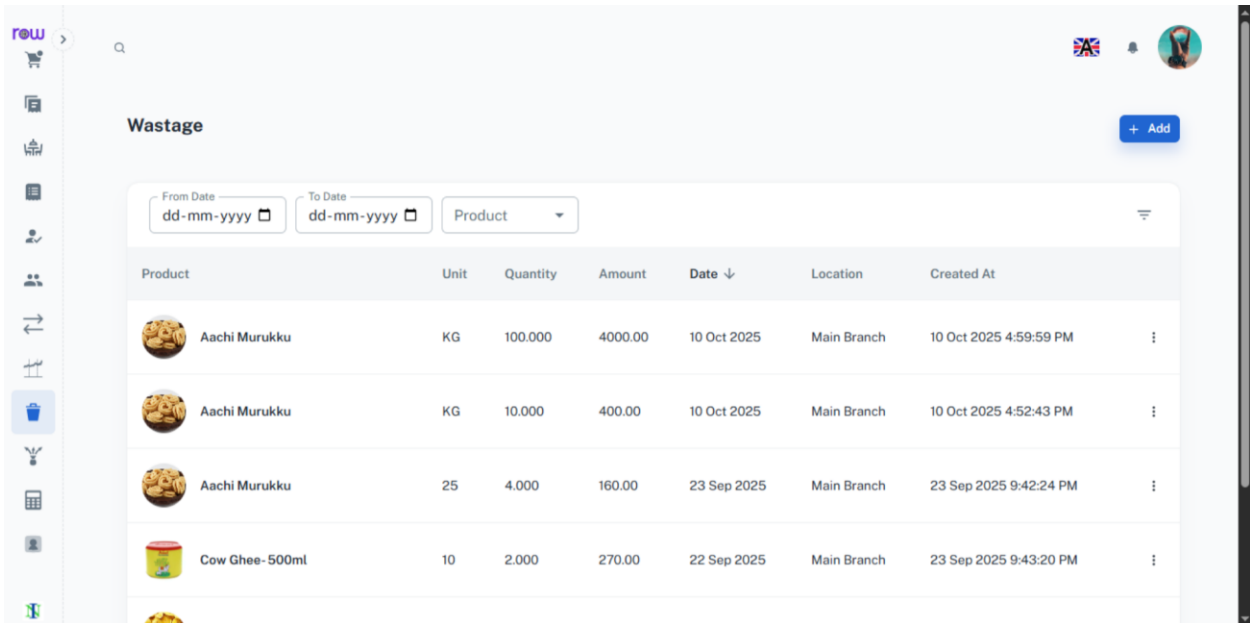
Click Add Button to create a wastage.

9. Wastage List Screen

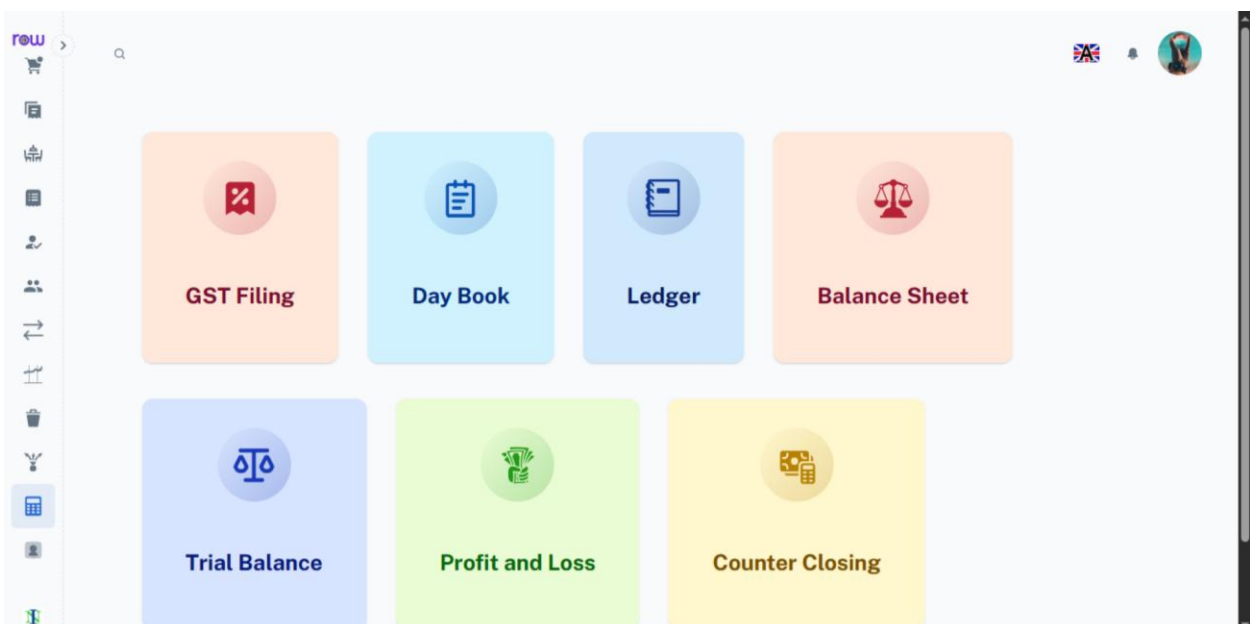You will be redirected to the Wastage List screen after the Wastage is successfully created.
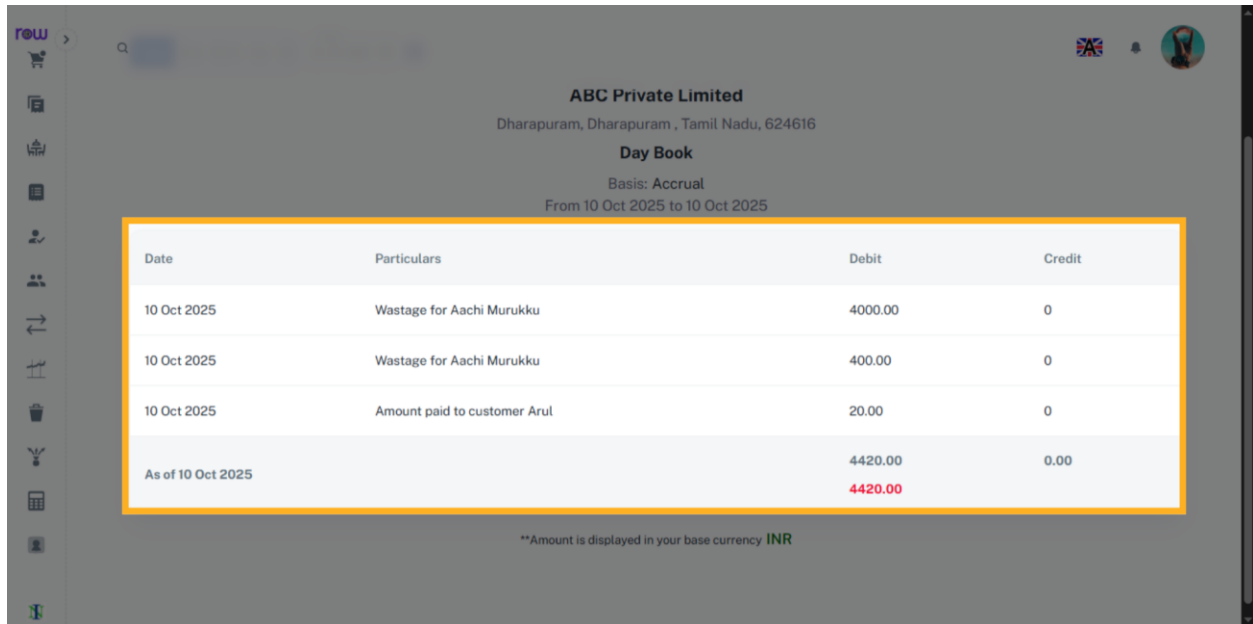

10. Accounts Menu

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.
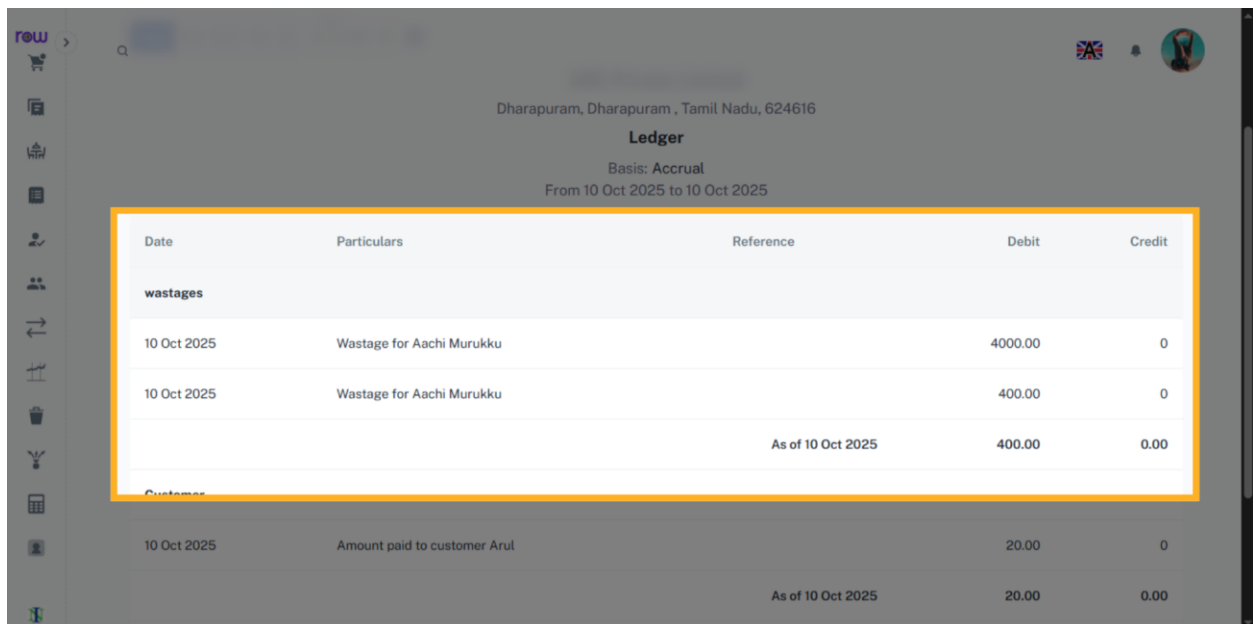
12. Ledger

You can see the wastage record in Ledger.
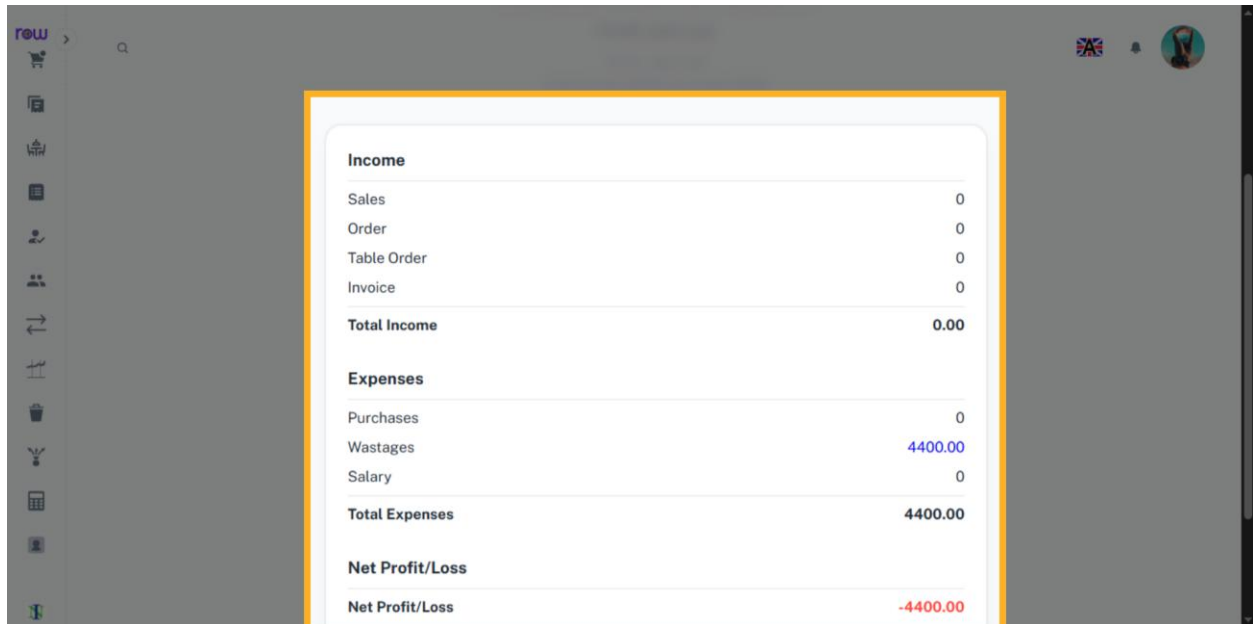
13. Profit and Loss

You can see the wastage record in Profit and Loss.

14. Trial Balance

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

Wastage will be recorded in all the accounting sections.