

Overview - Purchase Module

PROCUREMENT MODULE

The Procurement Module in Uniq365 is where all the Purchase transactions take place. Uniq365 is able to handle the various Purchases methods to cater to the different needs of different organizations. In this section, we will explore the different types of entries made and how these entries affect the ledger as well as the inventory status.

MENU NAVIGATION

Sub-menu items of PROCUREMENT MODULE are listed below:

The screenshot displays the Uniq365 Procurement Module interface. The top navigation bar includes HOME, FINANCE, SALES, **PROCUREMENT** (highlighted with a red box), and STOCKS. Below this, sub-menu items PURCHASING, ANALYTICS, and SUPPLIER MANAGEMENT are visible. The main dashboard area is titled 'Purchases Dashboard' and features four summary cards: 'REQUSSION' (Count: 0, Amt: 0.00), 'Orders' (Count: 0, Amt: 0.00), 'Invoice' (Count: 0, Amt: 0.00), and 'GRN' (Count: 0, Amt: 0.00). To the right, there are two data tables: 'SUPPLIERS' and 'PRODUCTS', both with columns for Code, Name, and Purchase Amount. A legend at the bottom right identifies the icons for Purchase Requisition, Purchase Order, Purchase Invoice, and Purchase GRN.

Purchase Dashboard a visual interface that aggregates and presents key metrics, trends, and insights related to procurement activities.

The Procurement Module has 3 Sub tabs, as shown above, which are Purchasing, Analytics, and Supplier Management.

Purchasing is where transactions are entered, such as Supplier Purchase Order, Supplier GRN (Goods Receive Note), Supplier Invoice, Goods Return Credit and Debit Notes.

Analytics refers to the tools, techniques, and reports used to analyze and derive insights from the data related to procurement activities.

Supplier Management is where all supplier masters are created and the main settings for Purchase module are set.

Revision #21

Created 7 January 2025 08:21:52 by Admin Uniq365

Updated 12 March 2025 08:37:33 by Jason