

RPS Security Access / User Level Setup

Level access	Manager	Executive	Normal User
MODULE			
General Ledger > Chart Of Account	Y	Y	View
General Ledger > Sub Account Group	Y	Y	View
General Ledger > Budget Entry	Y	Y	Y
General Ledger > Group Account	Y	Y	Y
General Ledger > Cost Centre	Y	Y	Y
General Ledger > Particular	Y	Y	Y
General Ledger > Source Code	Y	Y	Y
General Ledger > Batch Title	Y	Y	Y
General Ledger > Change Account Code	Y	Y	N
General Ledger > Delete Inactive Account	Y	Y	N
General Ledger > Table Setup > Service Table	Y	N	N
General Ledger > Table Setup > Currency Table	Y	Y	Y
General Ledger > Table Setup > Salesman Table	Y	Y	Y
General Ledger > Table Setup > Area Table	Y	Y	Y
General Ledger > Table Setup > Class Table	Y	Y	Y
General Ledger > Table Setup > Paymode Table	Y	Y	Y
General Ledger > Table Setup > Tax Table	Y	Y	Y
General Ledger > Table Setup > Term Table	Y	Y	Y
General Ledger > Table Setup > Debtor Group	Y	Y	Y
Debtor Ledger > Debtor Enquiry	Y	Y	Entry
Debtor Ledger > View Report > Debtor Balance	Y	Y	Y
Debtor Ledger > View Report > Debtor Ledger	Y	Y	Y
Debtor Ledger > View Report > View Unpaid Invoice	Y	Y	Y
Debtor Ledger > Print Report > Debtor List	Y	Y	Y
Debtor Ledger > Print Report > Unapplied Payment Item	Y	Y	Y
Debtor Ledger > Print Report > Statement	Y	Y	Y
Debtor Ledger > Print Report > Statement (Group)	Y	Y	Y
Debtor Ledger > Print Report > Debtor Balance	Y	Y	Y
Debtor Ledger > Print Report > Debtor Ledger	Y	Y	Y
Debtor Ledger > Print Report > Ageing Summary	Y	Y	Y
Debtor Ledger > Print Report > Ageing Summary (By Month)	Y	Y	Y
Debtor Ledger > Print Report > Debtor Ageing Detail	Y	Y	Y
Debtor Ledger > Print Report > Sales Analysis	Y	Y	Y
Debtor Ledger > Print Report > Transaction Summary	Y	Y	Y
Debtor Ledger > Print Report > Top Volume	Y	Y	Y
Debtor Ledger > Print Report > Print Unpaid Invoice	Y	Y	Y
Debtor Ledger > Print Report > Invoice Report	Y	Y	Y
Debtor Ledger > Print Report > Debtor Payment Report	Y	Y	Y
Debtor Ledger > Print Report > Debtor Payment Detail Report	Y	Y	Y
Debtor Ledger > Print Report > Error Journal Report	Y	Y	Y
Creditor Ledger > Creditor Enquiry	Y	Y	Entry
Creditor Ledger > View Report > Creditor Balance	Y	Y	Y
Creditor Ledger > View Report > Creditor Ledger	Y	Y	Y
Creditor Ledger > View Report > View Unpaid Invoice	Y	Y	Y
Creditor Ledger > Print Report > Creditor List	Y	Y	Y
Creditor Ledger > Print Report > Unapplied Payment Item	Y	Y	Y
Creditor Ledger > Print Report > Statement	Y	Y	Y
Creditor Ledger > Print Report > Creditor Balance	Y	Y	Y
Creditor Ledger > Print Report > Creditor Ledger	Y	Y	Y
Creditor Ledger > Print Report > Creditor Ageing Summary	Y	Y	Y
Creditor Ledger > Print Report > Creditor Ageing Summary (By Month)	Y	Y	Y
Creditor Ledger > Print Report > Creditor Ageing Detail	Y	Y	Y
Creditor Ledger > Print Report > Top Volume	Y	Y	Y
Creditor Ledger > Print Report > Purchase Analysis	Y	Y	Y
Creditor Ledger > Print Report > Transaction Summary	Y	Y	Y
Creditor Ledger > Print Report > Print Unpaid Invoice	Y	Y	Y
Creditor Ledger > Print Report > Invoice Journal	Y	Y	Y

Creditor Ledger > Print Report > Creditor Payment Report	Y	Y	Y
Creditor Ledger > Print Report > Creditor Payment Detail Report	Y	Y	Y
Creditor Ledger > Print Report > Error Journal Report	Y	Y	Y
Stock Control > Stok Enquiry	Y	Add	View
Stock Control > Entry > Stock Incoming	Y	N	N
Stock Control > Entry > Stock Outgoing	Y	Y	Y
Stock Control > Entry > Sales Return	Y	Y	Y
Stock Control > Entry > Purchase Return	Y	N	N
Stock Control > Entry > Stock Adjustment	Y	N	N
Stock Control > Entry > Search / Edit / Delete Transaction	Y	Y	N
Stock Control > Entry > Purchase Invoice Entry	Y	N	N
Stock Control > Entry > Stock Transfer	N	N	N
Stock Control > Entry > Stock Taking List	Y	N	N
Stock Control > Entry > Auto Batch Import (Diskette)	Y	N	N
Stock Control > Report > Stock List	Y	Y	Y
Stock Control > Report > Price List	Y	Y	Y
Stock Control > Report > Stock Balance	Y	Y	Y
Stock Control > Report > Stock Value	Y	Y	N
Stock Control > Report > Reorder Stock Report	Y	Y	Y
Stock Control > Report > Over Stock Report	Y	Y	Y
Stock Control > Report > Print Stock Card	Y	Y	Y
Stock Control > Report > Sales Summary	Y	Y	Y
Stock Control > Report > Sales Analysis	Y	Y	N
Stock Control > Report > Transaction Report By Reference	Y	Y	Y
Stock Control > Report > Location - Stock Card	N	N	N
Stock Control > Report > Location - Stock Balance	N	N	N
Stock Control > Report > Salesman	Y	Y	Y
Stock Control > Report > Print Stock Detail	Y	Y	Y
Stock Control > Report > Stock Taking List	Y	N	N
Stock Control > Utility > Change Stock / Account Code	Y	Y	N
Stock Control > Utility > Stock Card Maintenance	Y	Y	Y
Stock Control > Utility > Index Key Checking	Y	Y	Y
Stock Control > Utility > Print Bar Code	Y	Y	Y
Stock Control > Utility > Print Label	Y	Y	Y
Stock Control > Utility > Purge Stock Transaction	Y	Y	N
Stock Control > Utility > Clear Stock Data	Y	Y	N
Stock Control > Utility > Import From Other System	Y	Y	N
Stock Control > Setup > System Setup	Y	N	N
Stock Control > Setup > Stock Classification	Y	N	N
Stock Control > Setup > Salesman / Purchaser Table	Y	Y	Y
Stock Control > Setup > Location Table	Y	N	N
Stock Control > Manager Desk > Add Stock (2)	Y	N	N
Stock Control > Manager Desk > Add Stock (3)	Y	N	N
Stock Control > Manager Desk > Add Stock (4)	Y	N	N
Stock Control > Manager Desk > Add Stock (Colour/Size)	Y	N	N
Stock Control > Manager Desk > Add Stock (C.S.C.B.)	Y	N	N
Stock Control > Manager Desk > Error Coding Report	Y	Y	Y
Stock Control > Manager Desk > Price Formula	Y	N	N
Stock Control > Manager Desk > Delete Stock	Y	N	N
Point Of Sales > Point Of Sales	N	N	N
Point Of Sales > Report > Daily Collection Report	Y	Y	N
Point Of Sales > Report > Monthly Collection Report	Y	Y	N
Point Of Sales > Report > Transaction Report	Y	Y	N
Point Of Sales > Report > Cash Till Activity	Y	Y	N
Point Of Sales > Report > Hold Bill	Y	Y	N
Point Of Sales > Report > Trade In	Y	Y	N
Point Of Sales > Utility > View/Edit/Delete/Reprint Cash Bill	Y	Y	N
Point Of Sales > Utility > Audit Trail	Y	Y	N
Point Of Sales > Utility > System Setup	N	N	N
Point Of Sales > Utility > Cashier Table	Y	N	N
Point Of Sales > Utility > Buyer Table	Y	Y	N

Point Of Sales > Utility > Edit Print Format	Y	N	N
Point Of Sales > Transaction Maintenance > Clear Cash Till Journal	Y	N	N
Point Of Sales > Transaction Maintenance > Purge Pos Cash Bill	N	N	N
Bank Reconciliation	Y	Y	N
Billing / Invoicing > Issue DO > Print DO	Y	Y	Y
Billing / Invoicing > Issue DO > Reprint DO	Y	Y	Y
Billing / Invoicing > Issue DO > Update Stock Ledger	Y	Y	Y
Billing / Invoicing > Issue DO > Report	Y	Y	Y
Billing / Invoicing > Invoicing > Issue/Reverse Invoice	Y	Y	Y
Billing / Invoicing > Invoicing > Reprint Invoice	Y	Y	Y
Billing / Invoicing > Invoicing > Update Stock Ledger	Y	Y	Y
Billing / Invoicing > Invoicing > Update General Ledger	Y	Y	Y
Billing / Invoicing > Invoicing > Export Invoice	Y	Y	Y
Billing / Invoicing > Invoicing > Report	Y	Y	Y
Billing / Invoicing > Credit Note	Y	Y	Entry
Billing / Invoicing > Debit Note	Y	Entry	N
Billing / Invoicing > Quotation	Y	Entry	Entry
Billing / Invoicing > Purchase Order	Y	Entry	Entry
Billing / Invoicing > Sales Order	Y	Entry	Entry
Billing / Invoicing > Report > Delivery Order	Y	Y	Y
Billing / Invoicing > Report > Invoice	Y	Y	Y
Billing / Invoicing > Report > Quotation	Y	Y	Y
Billing / Invoicing > Report > Purchase Order	Y	Y	Y
Billing / Invoicing > Report > Sales Order	Y	Y	Y
Cash Bill > Issue / Reverse Cash Bill	Y	Y	Entry
Cash Bill > Reprint	Y	Y	Y
Cash Bill > Update Stock Ledger	Y	Y	Y
Cash Bill > Update General Ledger	Y	Y	Y
Cash Bill > Report	Y	Y	Y
Cash Bill > Cash Bill Statement	Y	Y	Y
Cheque Writer	Y	Y	Y
ENTRY			
Batch Entry > Opening Balance	Y	Y	N
Batch Entry > Quick Entry	Y	Y	N
Batch Entry > Journal Entry	Y	Y	N
Batch Entry > Edit/Insert/Delete Posted Transaction	Y	Edit/Insert	N
Batch Entry > Delete Batch	Y	N	N
Cash Sales	Y	Y	Entry
Cash Purchase	Y	Y	Entry
Cash Book > Payment Voucher	Y	Y	Entry
Cash Book > Receiving Voucher	Y	Y	Entry
Cash Book > Contra/Credit Entry	Y	Y	Entry
Cash Book > Edit/Delete Transaction > Payment Voucher	Y	View	View
Cash Book > Edit/Delete Transaction > Receiving Voucher	Y	View	View
Cash Book > Edit/Delete Transaction > Contra / Credit Entry	Y	View	View
Debtor Entry > Receive Payment	Y	Y	Entry
Debtor Entry > Invoice Entry	Y	Y	Entry
Debtor Entry > Debit Note	Y	Y	Entry
Debtor Entry > Credit Note Entry	Y	Y	Entry
Debtor Entry > Contra Account	Y	Y	Entry
Debtor Entry > Edit/Delete Transaction > Receive Payment	Y	View	View
Debtor Entry > Edit/Delete Transaction > Invoice / Debit Note Entry	Y	View	View
Debtor Entry > Edit/Delete Transaction > Credit Note	Y	View	View
Debtor Entry > Edit/Delete Transaction > Contra Account	Y	View	View
Creditor Entry > Payment Entry	Y	Y	Entry
Creditor Entry > Purchase/Debit Entry	Y	Y	Entry
Creditor Entry > Credit Entry	Y	Y	Entry
Creditor Entry > Contra Account	Y	Y	Entry
Creditor Entry > Edit/Delete Transaction > Payment	Y	View	View
Creditor Entry > Edit/Delete Transaction > Purchase / Debit Note Entry	Y	View	View
Creditor Entry > Edit/Delete Transaction > Credit Note	Y	View	View

Creditor Entry > Edit/Delete Transaction > Contra Account	Y	View	View
Payroll Entry	Y	Y	N
Reprint Voucher	Y	Y	Y
VIEW			
Account Report >By Account	Y	N	N
Account Report >By Group	Y	N	N
Account Balance	Y	N	N
General Ledger Account	Y	N	N
View Batch Of Transaction	Y	N	N
Search/Edit Transaction	Y	N	N
Delete Transaction	Y	N	N
Double/Duplicate Transaction	Y	N	N
Delete Batch	Y	N	N
REPORTS			
Trial Balance	Y	N	N
Trial Balance By Month	Y	N	N
Balance Sheet	Y	N	N
Profit & Loss	Y	N	N
Profit & Loss (Department)	Y	N	N
Profit & Loss (12 Month)	Y	N	N
Manufacturing Account	Y	N	N
General Ledger Account	Y	N	N
Account Balance	Y	N	N
Batch Of Transaction	Y	N	N
Chart of Account	Y	N	N
Batch Title Report	Y	N	N
Batch Error Report	Y	N	N
UTILITY			
Data Maintenance > Batch Checking	Y	Edit	Y
Data Maintenance > Period Checking	Y	Y	Y
Data Maintenance > Data Recovery	Y	N	N
Data Maintenance > Unpaid Invoice	Y	N	N
Periodic Process > Roll Up Accounting Year	Y	N	N
Periodic Process > Closing Account	Y	N	N
Closing Stock Entry	Y	Y	N
Lock Accounting Period	Y	Y	Y
Combine Account	N	N	N
Consolidate > Export Via Diskette	Y	Y	Y
Consolidate > Import Via Diskette	Y	Y	Y
Consolidate > Direct Consolidate	Y	Y	Y
Report Generator	Y	N	N
Backup Data	Y	N	N
Restore Data	Y	N	N
SETUP			
Setup Fiscal Period	N	N	N
Setup Company Information	N	N	N
Counter/Default Setting	N	N	N
User Setup	N	N	N
Edit Invoice Item Format	Y	Y	N
Edit Invoice Header Format	Y	Y	N
Edit D.O Header Format	Y	Y	N
House Keeping > Index Database	Y	Y	Y
House Keeping > Clear Marked Transaction	Y	Y	N
House Keeping > Clear All Transactions	Y	Y	N
House Keeping > Create New Accounting System	Y	Y	N