



User Guide - mSupply Mobile

The Cash Register

This feature is primarily for Côte d'Ivoire - it has to be enabled on the server for your version of mSupply mobile to use it. It will not be visible in the interface otherwise.

The Cash Transaction List

- Clicking the “Cash register” register button shows all receipts and payments
- Your stores current cash balance is shown in the top left.

Cash Register							
<div> <div>Current balance</div> <div>New Transaction</div> </div>							
INVOICE NUMBER	PATIENT	TYPE	REASON	COMMENT	TOTAL	CONFIRM DATE	STATUS
915		receipt	N/A				Finalised
921		receipt	N/A				Finalised
923		receipt	N/A				Finalised
924		payment					Finalised

- Tapping the **New Transaction** button brings up a dialog to create either a CASH IN (receipt) or CASH OUT (payment) transaction

Cash-In Transactions

The screenshot shows a mobile application interface for creating a new cash transaction. At the top left, it displays 'Current balance: -8.00'. The main title is 'Create new cash transaction' with a close button (X) in the top right corner. Below the title, there are two buttons: 'Cash In' (highlighted in orange) and 'Cash out'. Under these buttons, there are four input fields: 'Choose a name' with a dropdown arrow, 'Enter the amount' with a pencil icon, 'N/A' (disabled), and 'Enter a description' with a pencil icon. At the bottom center, there is a 'Confirm' button.

- You must complete each step to proceed
- First select the Choose a Name button and select a name from the list

Current balance -8.50

Create new cash transaction

New Transaction X

Cash In Cash out

Choose a name ▼

Enter the amount ✎

N/A

Enter a description ✎

Confirm

ANCIENNE, NON STABLE

ANCIEN, NON STABLE

ANCIENNE, NON STABLE

- Then press the **Enter The Amount** button and enter the amount

Current balance -8.50

Create new cash transaction

New Transaction X

Cash In Cash out

ANCIEN, NON STABLE ▼

Enter the amount ✎

N/A

Enter a description ✎

Confirm

10.00

Confirm

- Once confirmed, you can then create the cash receipt transaction.
- Optionally, you can enter a description for this receipt.

Current balance - 0.00

Create new cash transaction

New Transaction X

Cash InCash out

ANCIEN, NON STABLE

10.00

N/A

Receipt for a refund.

Confirm

Cash Out Transactions

Creating a **CASH OUT** transaction is the same process, except that you must provide a reason for the transaction. Select the Choose a reason button, and select a reason from the list

Current balance -8.60

Create new cash transaction

New Transaction X

Cash In

Cash out

ANCIEN, NON STABLE

10.00

Choose a reason

Receipt for a refund.

▼

✎

▼

✎

Confirm

Transfert vers le regisseur

Paielement du trasport du produit

Annulation de versement

- Once you have selected a reason, you are able to create and save this transaction

Current balance -8.60

Create new cash transaction

New Transaction X

Cash In

Cash out

ANCIEN, NON STABLE

10.00

Paielement du trasport du produit

Payment from a customer.

▼

✎

▼

✎

Confirm

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