



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

mSupply

SYNC ENABLED

Current balance

New Transaction

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 ✎

ANCIENNE, NON STABLE

ANCIEN, NON STABLE

ANCIENNE, NON STABLE

Confirm

- 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 InCash out

ANCIEN, NON STABLE

10.00

Choose a reason

Receipt for a refund.

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 InCash out

ANCIEN, NON STABLE

10.00

Paielement du trasport du produit

Payment from a customer.

Confirm

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