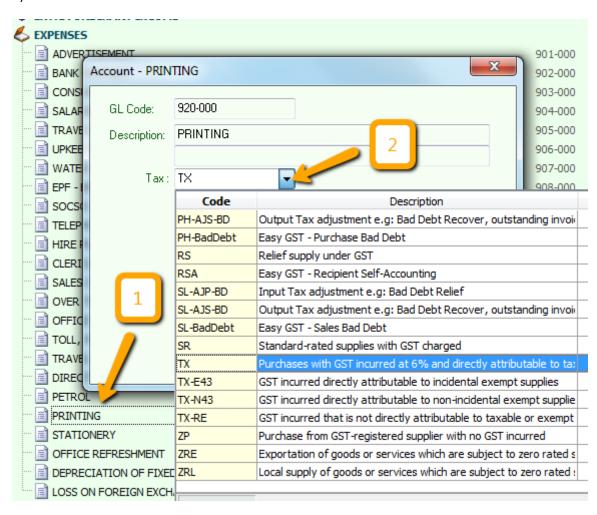
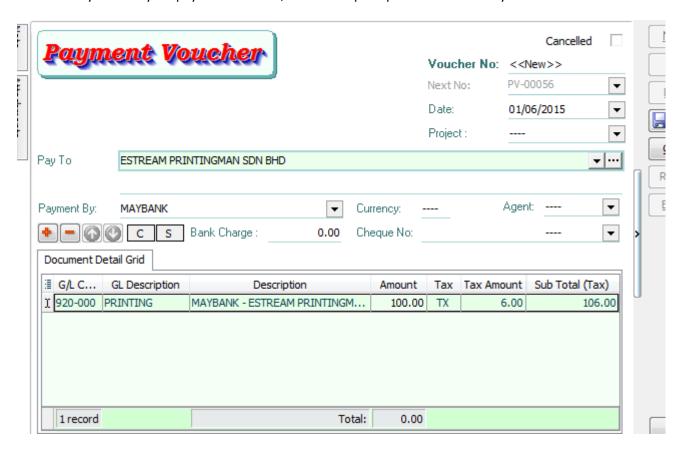
TAX CODE IN CHART OF ACCOUNT

You may also pre-set tax code based on your account. For example if you want to set a certain tax code to all your transaction in your Printing Account under Expanses

- 1) Double click into the account
- 2) Select the relevant tax code



Then when you issue your payment voucher, it will auto prompt the tax code for you.



Same thing applies for your Journal Entry, for Example:



- 1) Select your GL Account. For example: Printing
- 2) Key in the amount and system will auto apply the tax and calculate your total
- 3) Select your next GL Account. For example: Maybank
- 4) You may key in the total amount without tax