

Journal Entry

A **Journal Entry** in **SMURPS** is a generic transaction used to record accounting events that aren't handled by invoices or payment entries. Each journal entry affects at least two accounts, and the sum of debits must equal the sum of credits.

To create a Journal Entry:

1. Go to **Home** → **Accounting** → **General Ledger** → **Journal Entry** and click **New**.
2. The **Entry Type** defaults to *Journal Entry*; change it if needed.
3. Set the **Posting Date**.
4. In the **Accounting Entries** table, add rows for each account being debited or credited. Specify the **Account**, **Party Type** (for receivables/payables), **Party**, and amounts. The total debit must match the total credit.
5. Click **Save** and then **Submit** to post the entry.

Accounting > Journal Entry > ACC-JV-2025-00011

Search or type a command (⌘ + G) | Help | A

5216 - Travel Expenses - SMUR... Journal Entry View Actions < > Print ... Cancel

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Details LHDN Details

Connections ^

Bank Transaction

Entry Type * Journal Entry
Company * STRELLA CONSULTING SDN BHD
Posting Date * 07-10-2025

Accounting Entries

<input type="checkbox"/>	No.	Classification Code	Account *	Party T...	Party	Debit	Credit	<input type="checkbox"/>
<input type="checkbox"/>	1		5216 - Travel Expe...			RM 170.00	RM 0.00	<input type="checkbox"/>
<input type="checkbox"/>	2		Bank Account - S...			RM 0.00	RM 170.00	<input type="checkbox"/>

The **Quick Entry** button lets you create simple journal entries by entering an amount, choosing the debit and credit accounts and adding a remark; it auto-fills the entries table. You can also link the journal entry to another document via the **Reference Type** and **Reference Name** fields, reverse an entry using **Reverse Journal Entry**, or have the system automatically add a balancing line with **Make Difference Entry**. For multi-currency transactions, tick **Multi Currency** and specify the

exchange rates.

The image shows a 'Quick Journal Entry' modal window overlaid on a 'New Journal Entry' page. The modal contains the following fields:

- Amount * : 0.00
- Debit Account * : [Empty field]
- Credit Account * : [Empty field]
- Date * : 05-12-2025
- User Remark : [Empty text area]
- Series * : ACC-JV-.YYYY.-

The background page, 'New Journal Entry', has a sidebar with 'Details' and 'LHDN Details' tabs. The 'Entry Type' is 'Journal Entry' and the 'Series' is 'ACC-JV-.YYYY.-'. Below the sidebar is a table for 'Accounting Entries':

<input type="checkbox"/>	No.	Classification Code
<input type="checkbox"/>	1	

Buttons for 'Add Row' and 'Add Multiple' are visible below the table. The main content area of the background page shows a 'Quick Entry' section with a 'Save' button and a table with a 'Credit' column and a value of 'RM 0.00'.

Revision #3

Created 2025-12-06 01:45:14 UTC by Admin

Updated 2025-12-06 01:51:29 UTC by Admin