

Split Transactions and SAVED RECURRING SPLIT transactions

In this section, SmartBank Bank manager walks through how easy it is to:

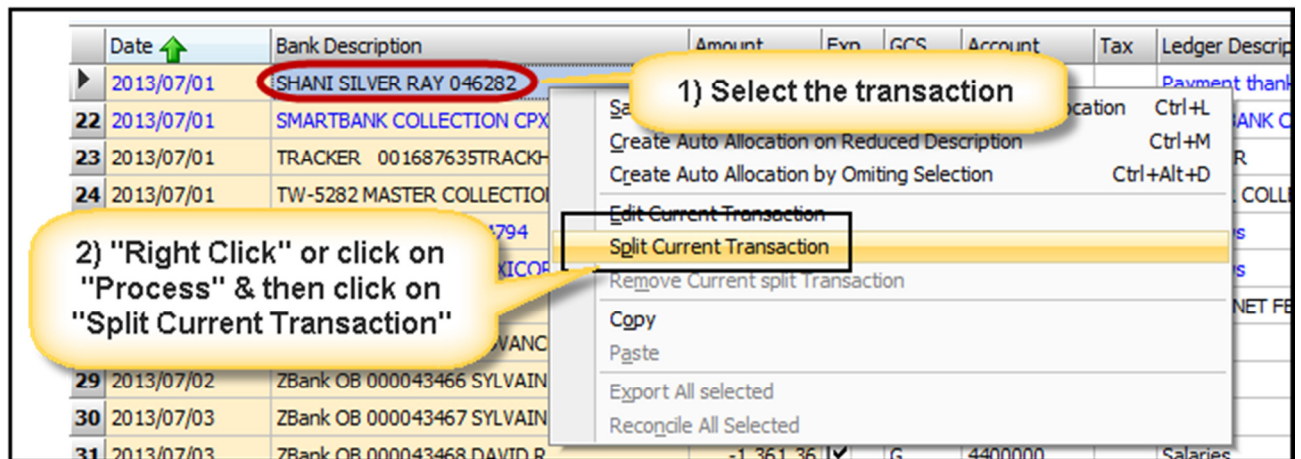
- Split a transaction and then
- SAVE a RECURRING transactions that needs to be
- AUTOMATICALLY SPLIT the SAVED SPLIT transactions every month or more often... without having to remember the Splits



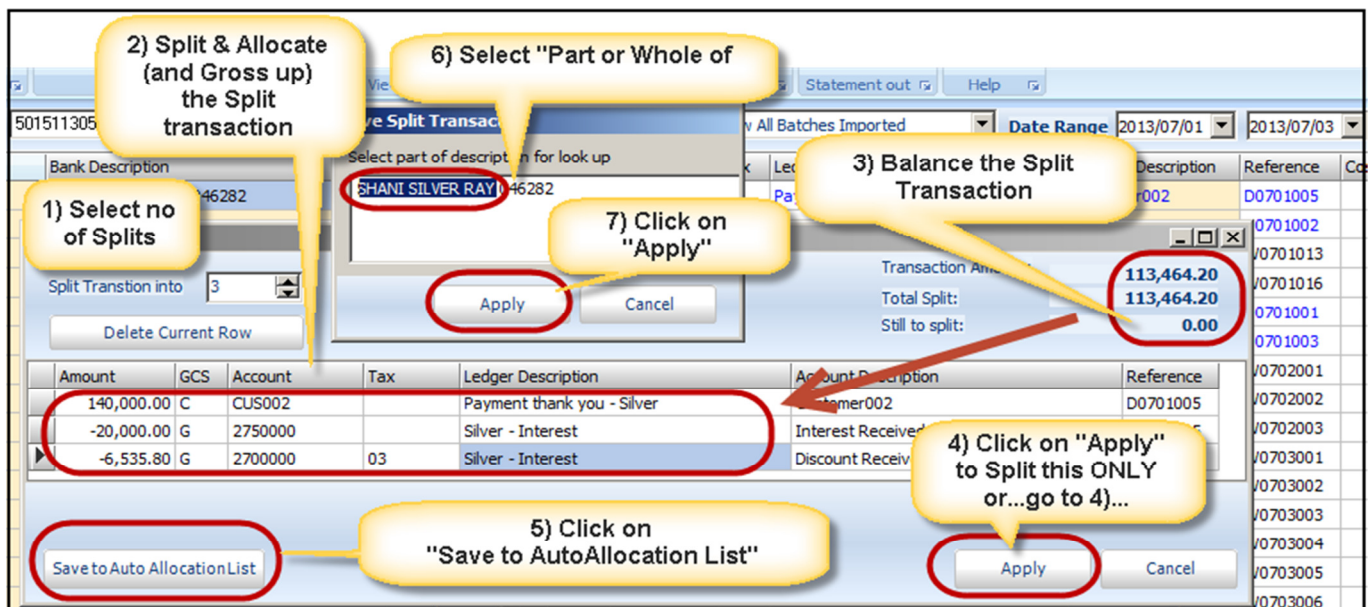
"SPLIT" & Auto Allocation of RECURRING Transactions – READ MORE

Splitting of Recurring transactions is UNIQUE to SmartBank and is simple and easy to use as follows:

Step 1) Select the transaction that needs to be Split and then Right Click (or click on "edit" and then "Split Current Transaction")



Step 2) Split, Edit, Balance, Apply or Click on Save to Auto Allocation List (if recurring), Select Part of Whole of Bank description and then "Apply"



Step 3) The Split Transaction is displayed in RED with the TOTAL displayed at the BOTTOMN of the screen under "Split Total" by clicking anywhere in the Split.

the Split Transaction looks like this with the "Split" amounts being in RED and the "Split Total" shown at the bottom the Screen

21	2013/07/01	SHANI SILVER RAY 046282	-20,000.00	✓	G	2750000	Interest	Interest Received	D0701005
22	2013/07/01	SHANI SILVER RAY 046282	-6,535.80	✓	G	2700000	Silver - Interest	Discount Received	D0701005
23	2013/07/01	SHANI SILVER RAY 046282	140,000.00	✓	C	CUS000000	Payment thank you - Silver	Customer002	D0701005
2700000 Discount Received for Cash			Split Total: 113,464.20						

The Split can be edited further in the same way and then resaving as above.

Step 4) The Saved Split transaction can be viewed in BLUE under the Auto Allocation Menu.
In the same way as Normal Auto Allocations, the Saved Recurring transactions can be deleted using the "Delete Rule" option.

As said, to Edit a recurring Split Transaction, the Split Transaction needs to be edited from INSIDE a Transaction, and then RESAVED again using the "Save to Auto Allocation List option as above

1) Click on "Auto Allocation"

2) Recurring Split transaction is SAVED to the "Auto Allocation List" and can be EDITED further and RESAVED as and when required...

Date	Bank Description	Amount	GCS	Account	Tax	Ledger Description	Account Description	Reference	Cost Code
21	2013/07/01	SHANI SILVER RAY 046282	-20,000.00	✓	G	2750000	Silver - Interest	Interest Received	D0701005
22	2013/07/01	SHANI SILVER RAY 046282	-6,535.80	✓	G	2700000	03 Silver - Interest	Discount Received	D0701005
23	2013/07/01	SHANI SILVER RAY 046282	140,000.00	✓	C	CUS000000			D0701005
24	2013/07/01	SMARTBA							
25	2013/07/01	TRACKER							
26	2013/07/01	TW-5282							
27	2013/07/01	ZBank OB							
28	2013/07/01	ZBank OB							
29	2013/07/02	#INTERNE							
30	2013/07/02	ZBank OB							
31	2013/07/02	ZBank OB							
32	2013/07/03	ZBank OB							
33	2013/07/03	ZBank OB							
34	2013/07/03	ZBank OB							
35	2013/07/03	ZBank OB							
36	2013/07/03	ZBank OB							

Auto Allocation List

Delete Rule Export Import

Auto Allocations Other Setting

From Bank Statement	GCS	Account	Tax Type	Ledger Description
16 ZBank OB	G	4400000		Salaries
17 SHANI SILVER RAY	G			SHANI SILVER RAY

Find next Find previous Highlight Match case

Close