

Re-Designing of Customized Reports from GST to SST (RCRG-S)

1. Introduction

- 1.1. Reports here refer to sales documents such as Quotation, Sales Order, Delivery Order, Invoice, Credit Note, Debit Note, Cash Sale... and purchases documents such as Request Quotation, Purchase Order, Purchase Invoice ...

System reports refer to reports that are generated by the system and not being customized. Customized reports refer to reports that have been customized and saved as **User** reports.



- 1.2. For those who are using standard system reports, **re-designing is not needed**. When print or preview report, just select the correct report name will do.

E.g. If you are not SST Taxable Person, you may choose not to upgrade to the latest SST version of AutoCount Accounting. When printing or previewing report, choose **Invoice** instead of **Full Tax Invoice**; choose **Quotation** instead of **Tax Quotation**; choose **Credit Note** instead of **Tax Credit Note** ...

E.g. If you are a SST Taxable Person, after upgraded to the latest SST version of AutoCount Accounting, when printing or previewing report, choose **SST Invoice**, **SST Quotation**, **SST Credit Note**

- 1.3. For those who are using customized reports, **RCRG-S** is necessary.

2. Charges

You may re-design the customized reports easily by referring to this guide. However, if you are not comfortable to do it by your own, you may contact your servicing AutoCount dealer for assistance, such service is chargeable.

3. Scope of **RCRG-S**

- 3.1. For business that is **not** a taxable person of SST, you may choose not to upgrade to the latest SST version. The scope of this **RCRG-S** will cover only the following changes on customized reports (removal of GST elements):
 - 3.1.1. Not to display GST ID;
 - 3.1.2. Not to display customer's GST ID;
 - 3.1.3. "Tax Invoice" change to "Invoice";
 - 3.1.4. Not to display GST tax code;
 - 3.1.5. Not to display any GST summary;
 - 3.1.6. Not to display GST at 0% and GST amount 0.00 at the footer.
- 3.2. For business that is a taxable person of SST, after upgraded to the latest SST version, the scope of this **RCRG-S** will cover the following changes on customized reports:
 - 3.2.1. To display SST ID;
 - 3.2.2. To display SST Tax Code;
 - 3.2.3. To display SST % and amount at the footer.

4. Updates

- 4.1. Visit this link for latest updates: https://wiki.autocountsoft.com/wiki/2018_SST_Resources

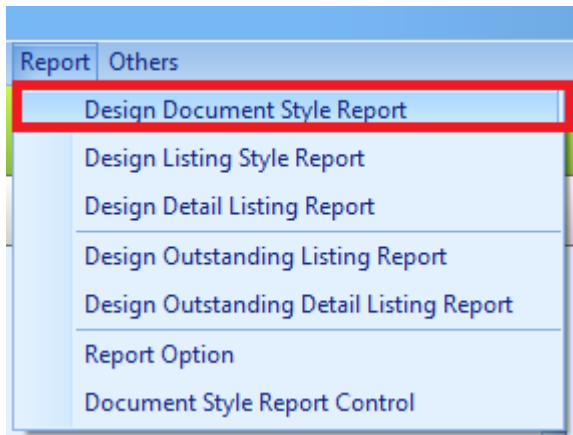
5. Recommendation

| Current Status | SST Status | What can you do? |
|----------------|----------------------|---|
| Using 1.8 | Not a taxable person | <p>(a) If you are using standard system reports:</p> <ul style="list-style-type: none"> - no need to upgrade to the latest SST version, OR - Contact your servicing AutoCount dealer to upgrade to the latest SST version <p>(Remember to select normal system reports when preview or printing reports.)</p> <p>(b) If you are using customized reports:</p> <ul style="list-style-type: none"> - no need to upgrade to the latest SST version, then - perform RCRG-S by yourself; OR - contact your servicing AutoCount dealer to get a quotation for RCRG-S <p>OR</p> <ul style="list-style-type: none"> - Contact AutoCount to upgrade and perform RCRG-S |
| Using 1.8 | Taxable person | <p>(a) If you are using standard system reports:</p> <ul style="list-style-type: none"> - Contact your servicing AutoCount dealer to upgrade <p>(b) If you are using customized reports:</p> <ul style="list-style-type: none"> - Contact your servicing AutoCount dealer to upgrade and perform RCRG-S |
| Using 1.9 | Not a taxable person | <p>(a) If you are using standard system reports:</p> <ul style="list-style-type: none"> - no need to upgrade to the latest SST version; OR - upgrade to the latest SST version by yourself (free of charge). <p>https://wiki.autocountsoft.com/wiki/SST_Download_Links</p> <p>(Remember to select normal system reports when preview or printing reports.)</p> <p>(b) If you are using customized reports:</p> <ul style="list-style-type: none"> - no need to upgrade to the latest SST version; OR - upgrade to the latest SST version by yourself (free of charge). <p>https://wiki.autocountsoft.com/wiki/SST_Download_Links</p> <p>AND</p> <ul style="list-style-type: none"> - perform RCRG-S by yourself, OR - contact your servicing AutoCount dealer to get a quotation for RCRG-S |
| Using 1.9 | Taxable person | <p>(a) If you are using standard system reports, just upgrade to the latest SST version by yourself (free of charge)</p> <p>https://wiki.autocountsoft.com/wiki/SST_Download_Links</p> <p>(Remember to select SST system reports when preview or printing reports.)</p> <p>(b) If you are using customized reports, just upgrade to the latest SST version by yourself (free of charge)</p> <p>https://wiki.autocountsoft.com/wiki/SST_Download_Links and:</p> <ul style="list-style-type: none"> - perform RCRG-S by yourself, OR - contact your servicing AutoCount dealer to get a quotation for RCRG-S |

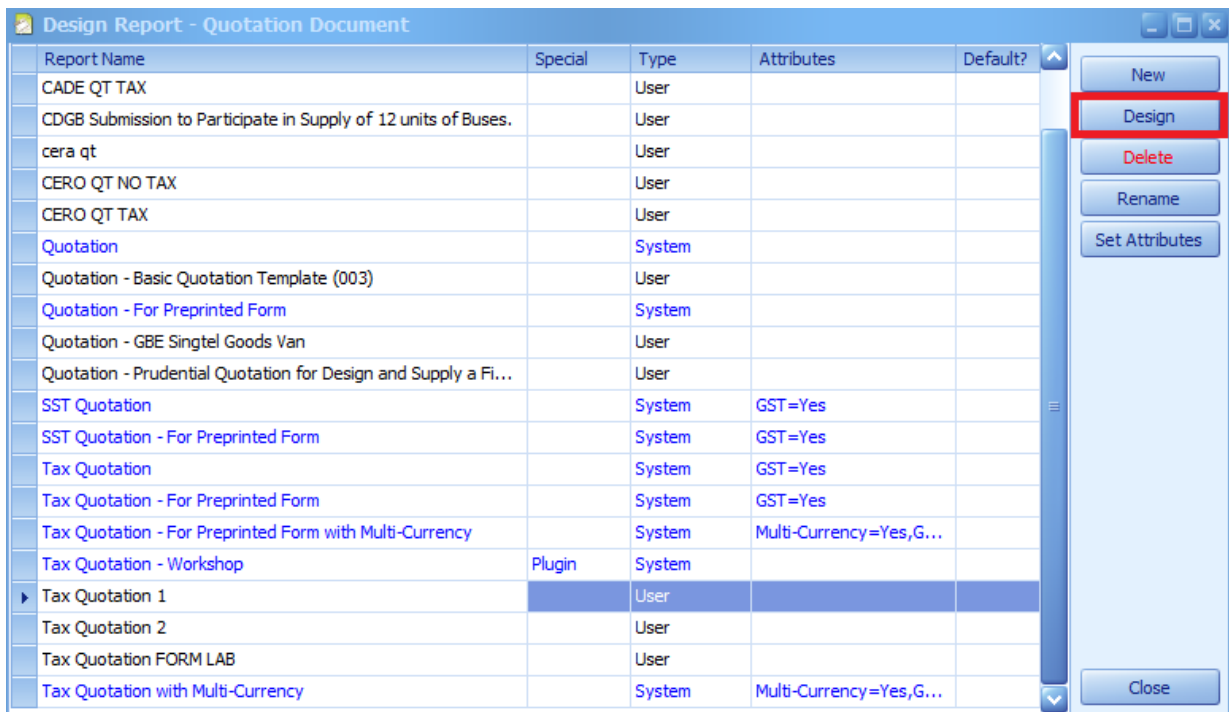
6. Guide on how to edit your customised report.

6.1 Make a copy of customized report and start redesigning:

Go to Sales → Quotation / Sales Order / Delivery Order / Invoice / Cash Sales / Credit Note Report → Design Document Style Report



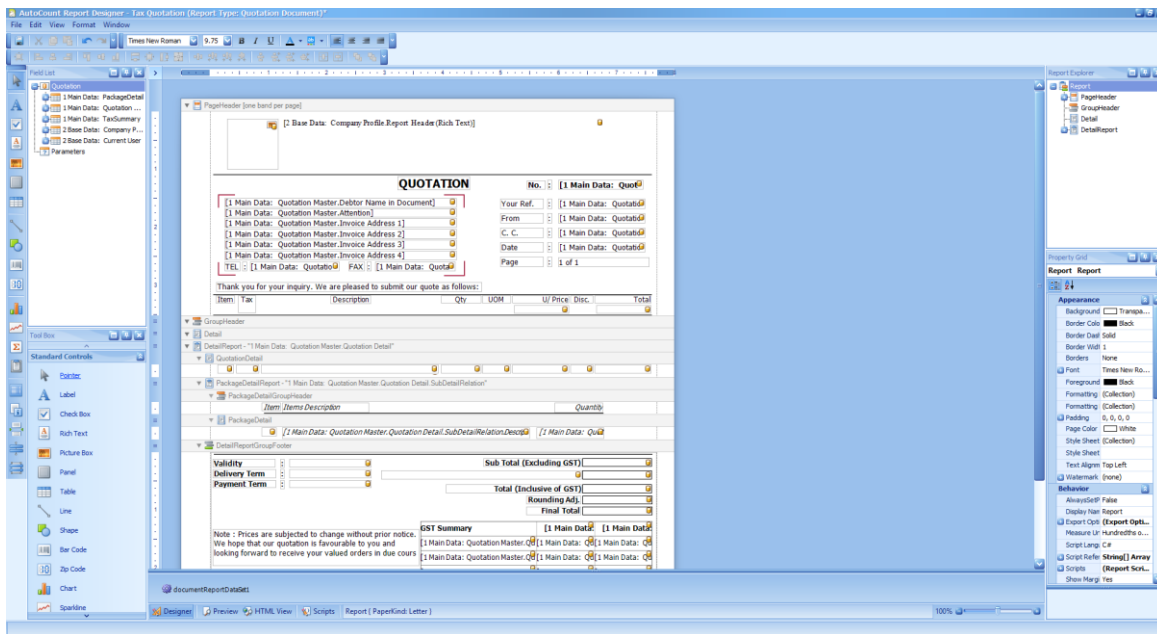
Choose which report you want to amend and highlight it. After that click on **Design** button.



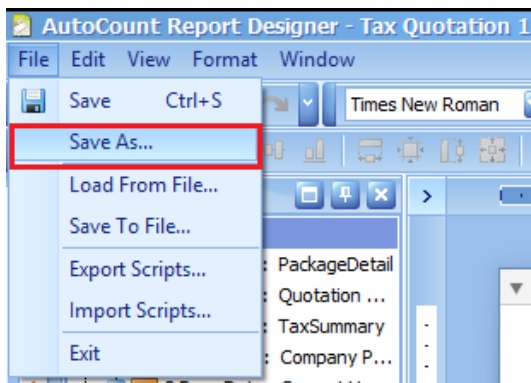
Guide on RCRG-S

Re-Designing Customized Reports from GST to SST

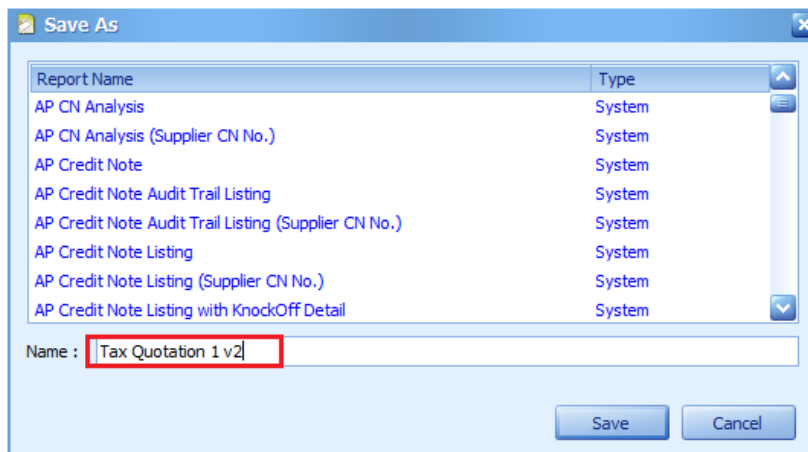
You will see the report designer as shown below.



Then go to **File > Save As**.



Rename it and click on save. Example below, I put a v2.



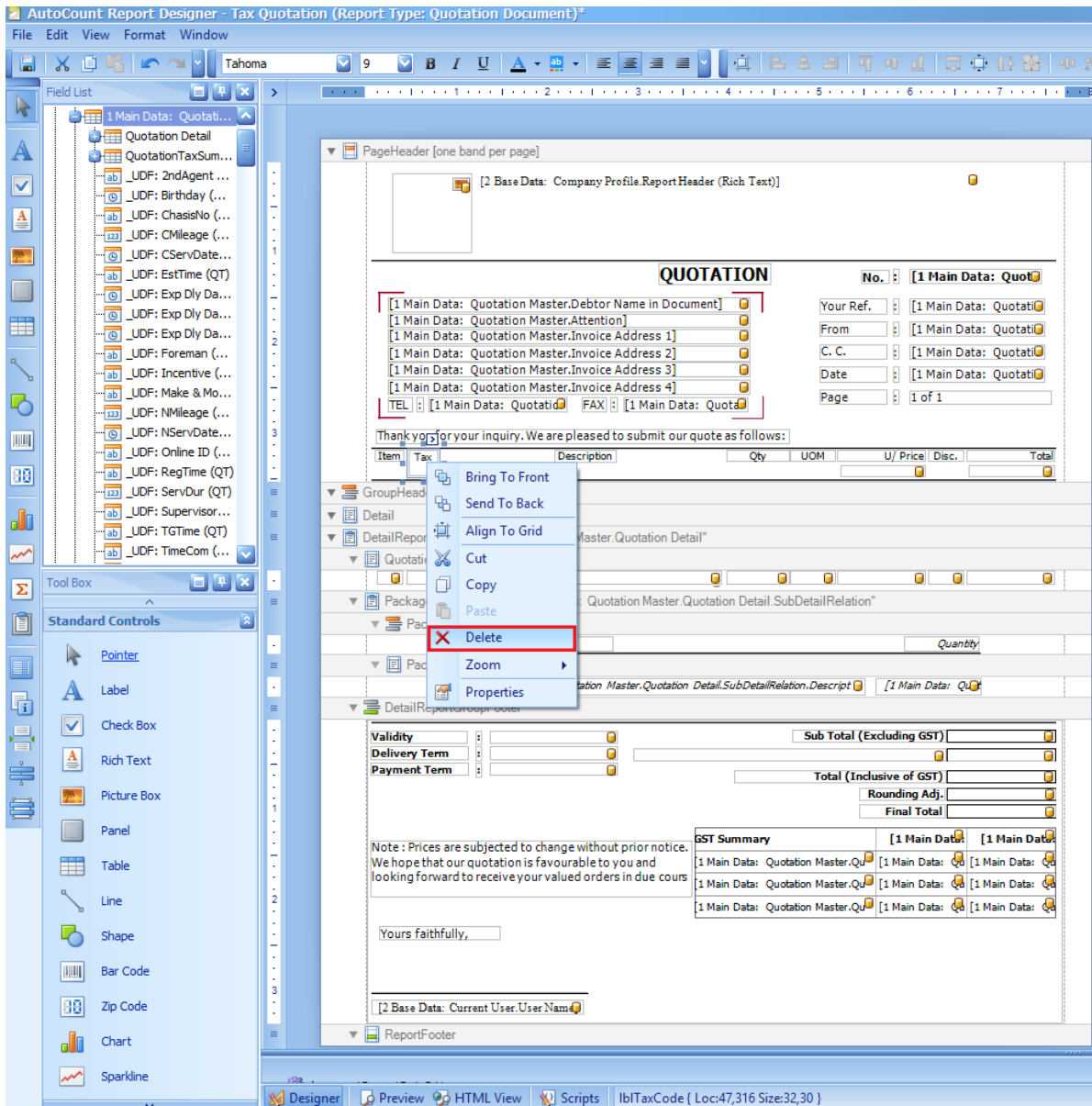
You will have your v2 and your original report. Now choose your v2 to start edit.

| Design Report - Quotation Document | | | | | |
|--|---------|--------|-------------------------|----------|--|
| Report Name | Special | Type | Attributes | Default? | |
| CDGB Submission to Participate in Supply of 12 units of Buses. | | User | | | |
| cera qt | | User | | | |
| CERO QT NO TAX | | User | | | |
| CERO QT TAX | | User | | | |
| Quotation | | System | | | |
| Quotation - Basic Quotation Template (003) | | User | | | |
| Quotation - For Preprinted Form | | System | | | |
| Quotation - GBE Singtel Goods Van | | User | | | |
| Quotation - Prudential Quotation for Design and Supply a Fi... | | User | | | |
| SST Quotation | | System | GST=Yes | | |
| SST Quotation - For Preprinted Form | | System | GST=Yes | | |
| Tax Quotation | | System | GST=Yes | | |
| Tax Quotation - For Preprinted Form | | System | GST=Yes | | |
| Tax Quotation - For Preprinted Form with Multi-Currency | | System | Multi-Currency=Yes,G... | | |
| Tax Quotation - Workshop | Plugin | System | | | |
| Tax Quotation 1 | | User | | | |
| Tax Quotation 1 v2 | | User | | | |
| Tax Quotation 2 | | User | | | |
| Tax Quotation FORM LAB | | User | | | |
| Tax Quotation with Multi-Currency | | System | Multi-Currency=Yes,G... | | |

New
Design
Delete
Rename
Set Attributes
Close

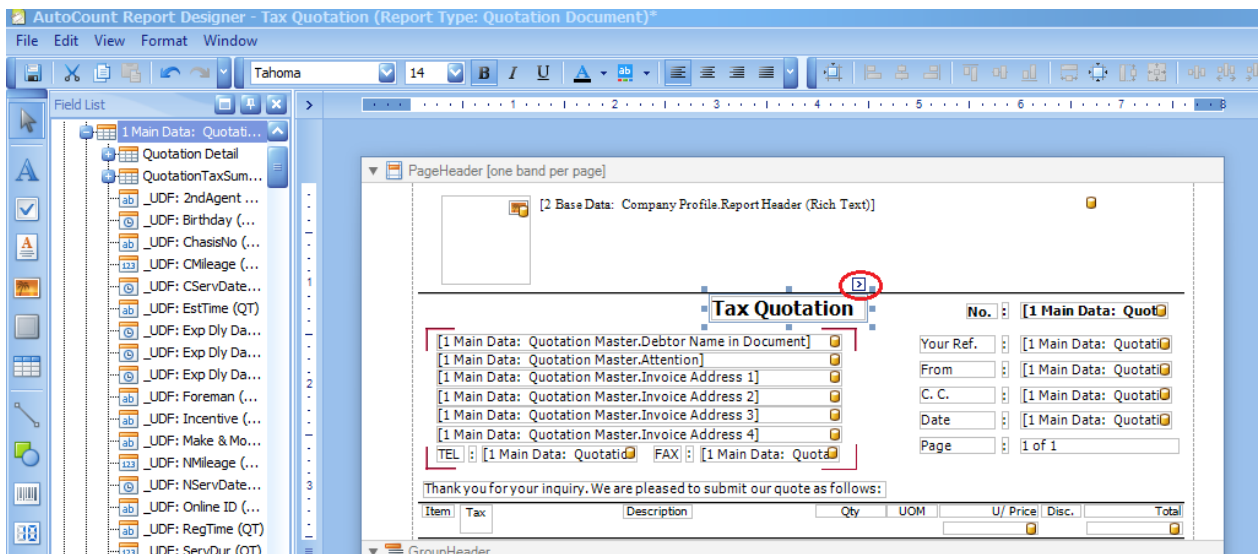
6.2 How to delete unwanted label.

Click on the label that you want to remove, then right click and delete.

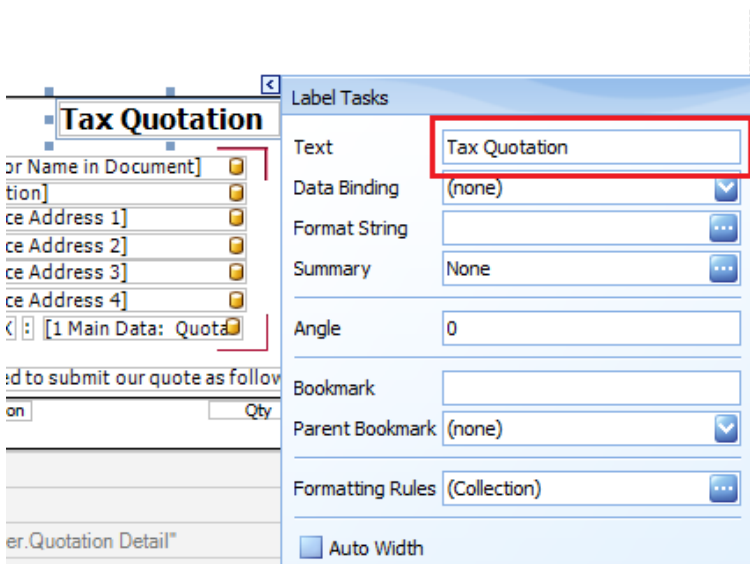


6.3 How to rename the label.

Click on the label you want to rename, then you will see a small arrow pointing toward the right side. Click on that arrow.



Label tasks will pop out after you click on the arrow.
On the **Text** box, you can rename your label as highlighted below.
After you rename just press enter button.



6.4 How to hide label or table.

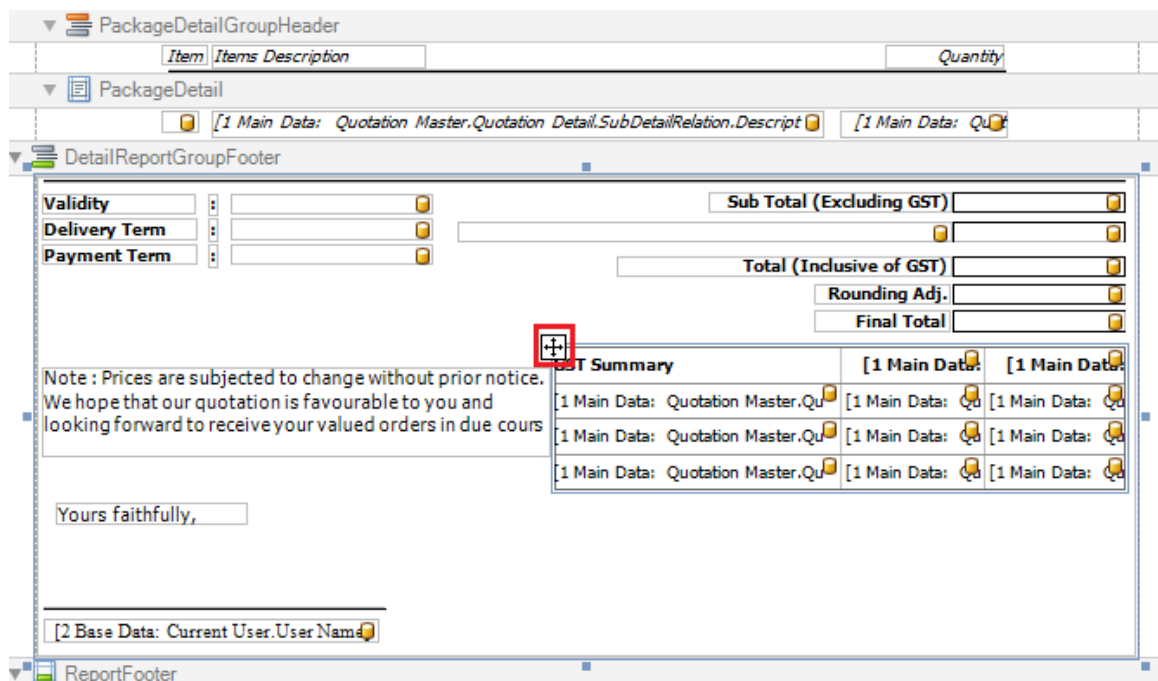
Since GST is a delicate field which involve coding, you can't simply delete or rename it because it will cause error.

To remove them, we simply just hide them.

For label you can just highlight it while for table you have to select the whole table.

To select the whole table, navigate your mouse cursor to top left and you will see an arrow pointing all 4 directions as shown in the picture below.

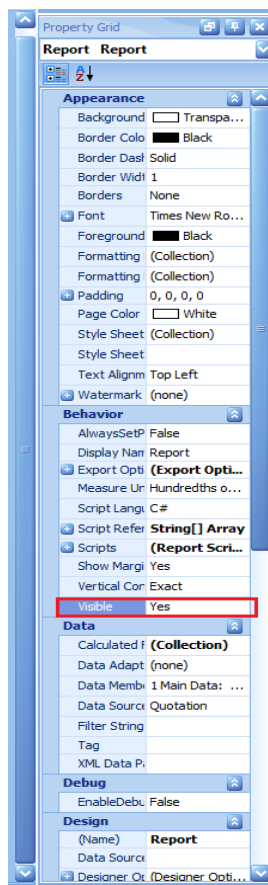
Click on that arrow you will highlight the whole table.



The screenshot shows a report design window with several sections:

- PackageDetailGroupHeader:** Contains fields for Item, Items Description, and Quantity.
- PackageDetail:** Contains a data source field: [1 Main Data: Quotation Master.Quotation Detail.SubDetailRelation.Descript].
- DetailReportGroupFooter:** This section contains:
 - Fields for Validity, Delivery Term, and Payment Term.
 - Summary fields: Sub Total (Excluding GST), Total (Inclusive of GST), Rounding Adj., and Final Total.
 - A text area with a note: "Note : Prices are subjected to change without prior notice. We hope that our quotation is favourable to you and looking forward to receive your valued orders in due cours".
 - A signature line: "Yours faithfully,".
 - A footer field: [2 Base Data: Current User.User Name].
 - A table with the title "GST Summary" containing three columns, each with a data source: [1 Main Data: Quotation Master.Qu].
- ReportFooter:** The bottom-most section.

After highlighted them, on your right side search for Visible and then change it to 'No'.



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Auto Count Sdn Bhd (751600-A) www.autocountsoff.com
B2-3A-01, Level 3A, Block B2, Meritus @ Oasis Corporate Park, No.2, Jalan PJU 1A/2, Ara Damansara, 47301 Petaling Jaya, Selangor Darul Ehsan.
Tel: 603-3080 8888 Fax: 603-7621 0911

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6.5.5 Example: CASH SALES (RECEIPT SIZE)

AutoCount Report Designer - Tax Cash Sale - Receipt Printer Size (Tax Invoice) (Report Type: Cash Sale Document)*

File Edit View Format Window

Times New Roman 9.75 B I U

Field List

- Cash Sale
 - 1 Main Data: ARPay...
 - 1 Main Data: ARPay...
 - 1 Main Data: Cash S...
 - Cash Sale Detail
 - CashSalePayment...
 - CashSaleTaxSum...
 - UDF: 2ndAgent ...
 - UDF: Birthday (...)
 - UDF: ChasisNo (...)
 - UDF: CMileage (...)
 - UDF: CServDate...
 - UDF: Exp Dly Da...
 - UDF: Exp Dly Da...
 - UDF: Exp Dly Da...
 - UDF: Foreman (CS)
 - UDF: Incentive (...)
 - UDF: Insurance ...
 - UDF: LMileage (CS)
 - UDF: Make & Mo...
 - UDF: NMileage (...)
 - UDF: NServDate...

Tool Box

Standard Controls

- Pointer
- Label**
- Check Box
- Rich Text
- Picture Box
- Panel
- Table
- Line
- Shape
- Bar Code
- Zip Code
- Chart
- Sparkline

PageHeader [one band per page]

GroupHeader

[2 Base Data: Company Profile.InvoiceAddress]

TEL: [2 Base Data: Company Pr]

~~GST ID No: [2 Base Data: Company Pr]~~ DELETE

Detail

DetailReport - "1 Main Data: Cash Sale Master.Cash Sale De

CashSaleDetail

[1 Main Data: Cash Sale Master.Cash Sale]

[1 Main Data: Cash Sale Master.Cash Sale] [1 Main Data: Cash Sale Master.Cash Sale] DELETE

DetailReportFooter

1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj

DELETE then pull a new label and then RENAME to Total

CASH 1 Main Data: Cash Sale Master Round Adj

CHANGE 1 Main Data: Cash Sale Master Round Adj

GST Summary 1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj

1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj

1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj

1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj 1 Main Data: Cash Sale Master Round Adj

INV NO: [1 Main Data: Cash Sale Master Round Adj] Date: [1 Main Data: Cash Sale Master Round Adj]

POINTS BALANCE: [1 Main Data: Cash Sale Master Round Adj]

POINTS EARN: [1 Main Data: Cash Sale Master Round Adj]

ReportFooter [one band per page]

documentReportDataSet1

Designer Preview HTML View Scripts Report { PaperKind: Custom }

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B2-3A-01, Level 3A, Block B2, Meritux @ Oasis Corporate Park, No.2, Jalan PJU 1A/2, Ara Damansara, 47301 Petaling Jaya, Selangor Darul Ehsan.
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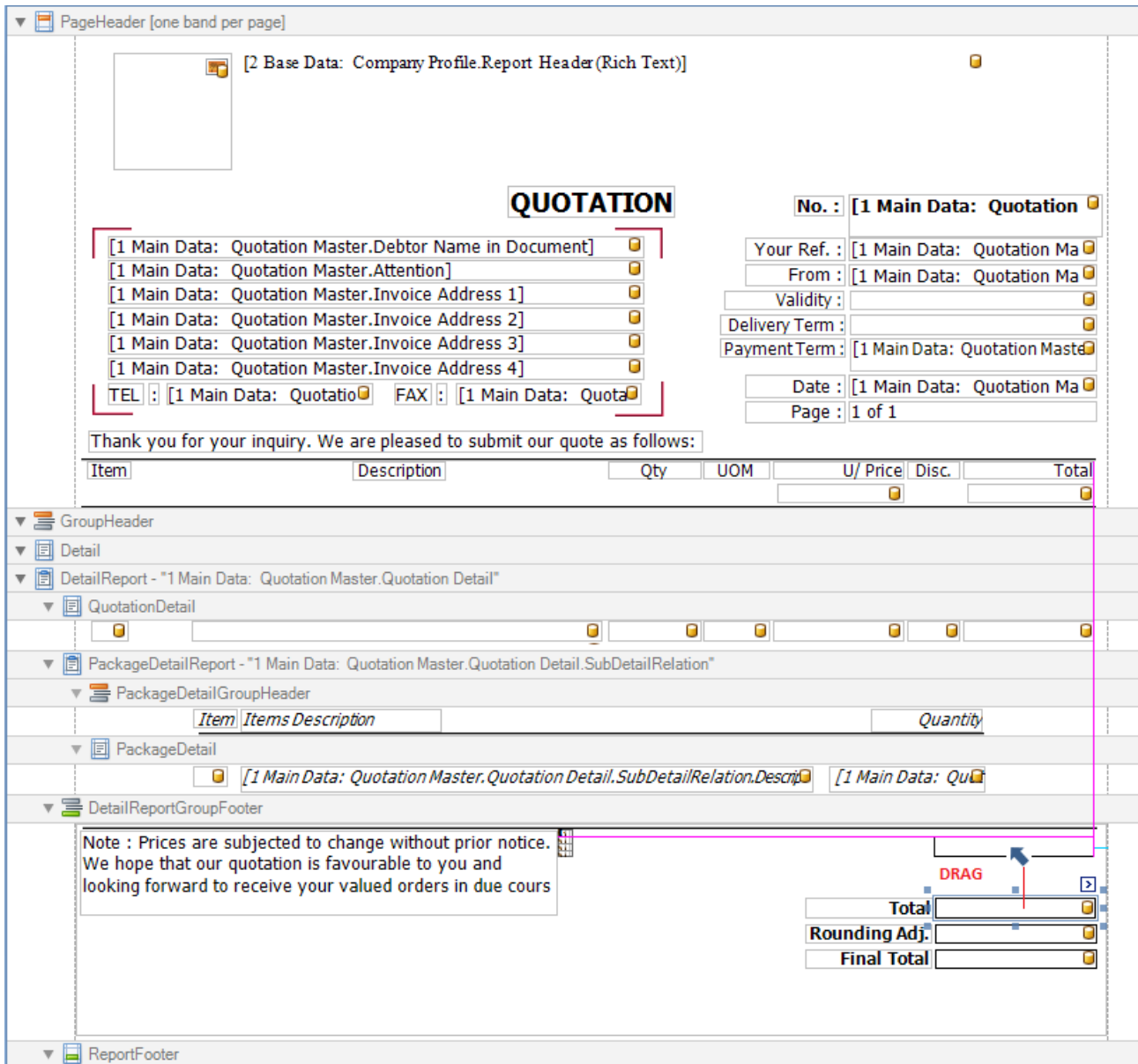
7. How to move a label

After you have deleted some of the labels, that area will be blank and it may not look nice.

| GST > SST (123456-A) B3-9-2, 2nd Floor, Lorong Batu Nilam 3F, Bandar Bukit Tinggi, 41200 Klang, Selangor Tel: 03 3080 8888 Sales Tax ID No : SST-12345 Service Tax ID No : SST-56789 | | | | | | |
|---|--------------------|--------------|------|--|-------|------------------------------|
| QUOTATION | | | | No. : QT-000001 | | |
| Debtor One D1 Jalan D1 Bandar D1 | | | | Your Ref. : From : Validity : Delivery Term : Payment Term : | | |
| TEL : | | FAX : | | Date : 15-01-2017 Page : 1 of 1 | | |
| Thank you for your inquiry. We are pleased to submit our quote as follows: | | | | | | |
| Item | Description | Qty | UOM | U/ Price RM | Disc. | Total RM |
| 1. | Portable PC 405 | 2 | UNIT | 450.00 | | 900.00 |
| 2. | Portable PC 705 | 2 | UNIT | 750.00 | | 1,500.00 |
| 3. | OS System 2010 | 1 | UNIT | 200.00 | | 200.00 |
| 4. | OS System 2010 SE | 1 | UNIT | 250.00 | | 250.00 |
| 5. | Accounting Express | 2 | UNIT | 150.00 | | 300.00 |
| 6. | Iventory Express | 2 | UNIT | 150.00 | | 300.00 |
| 7. | Office 123 | 1 | UNIT | 100.00 | | 100.00 |
| 8. | Windows 456 | 1 | UNIT | 120.00 | | 120.00 |
| Note : Prices are subjected to change without prior notice. We hope that our quotation is favourable to you and looking forward to receive your valued orders in due course. Thank and regards. | | | | | | Total 3,670.00 |

Blank? Not
presentable?

To adjust the fields, go back to the report designer, highlight the label(s) you wish to move, hold and drag it to the desired place.



Or you may use the up, down, left and right buttons on your keyboard to move it.



After you are happy with the position of the label(s), then save it.

PageHeader [one band per page]

[2 Base Data: Company Profile.Report Header (Rich Text)]

QUOTATION

[1 Main Data: Quotation Master.Debtor Name in Document]
 [1 Main Data: Quotation Master.Attention]
 [1 Main Data: Quotation Master.Invoice Address 1]
 [1 Main Data: Quotation Master.Invoice Address 2]
 [1 Main Data: Quotation Master.Invoice Address 3]
 [1 Main Data: Quotation Master.Invoice Address 4]
 TEL : [1 Main Data: Quotation Master.Telephone] FAX : [1 Main Data: Quotation Master.Fax]

No. : [1 Main Data: Quotation Master.Quotation No.]
 Your Ref. : [1 Main Data: Quotation Master.Your Reference]
 From : [1 Main Data: Quotation Master.From]
 Validity : [1 Main Data: Quotation Master.Validity]
 Delivery Term : [1 Main Data: Quotation Master.Delivery Term]
 Payment Term : [1 Main Data: Quotation Master.Payment Term]
 Date : [1 Main Data: Quotation Master.Date]
 Page : 1 of 1

Thank you for your inquiry. We are pleased to submit our quote as follows:

| Item | Description | Qty | UOM | U/ Price | Disc. | Total |
|------|-------------|-----|-----|----------|-------|-------|
| | | | | | | |

GroupHeader

Detail

DetailReport - "1 Main Data: Quotation Master.Quotation Detail"

QuotationDetail

PackageDetailReport - "1 Main Data: Quotation Master.Quotation Detail.SubDetailRelation"

PackageDetailGroupHeader

| Item | Items Description | Quantity |
|------|-------------------|----------|
| | | |

PackageDetail

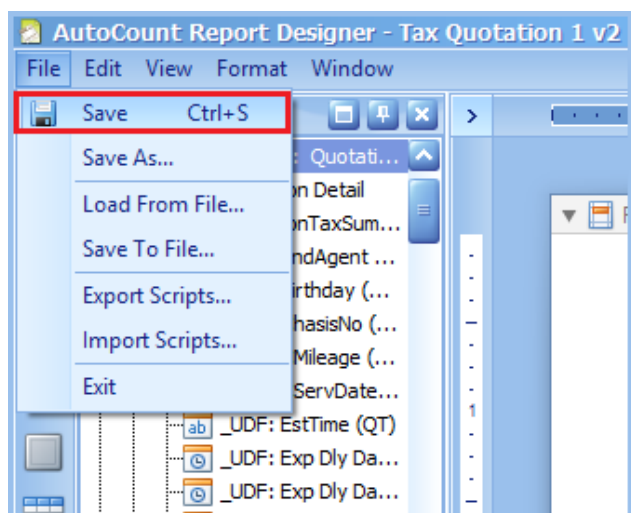
[1 Main Data: Quotation Master.Quotation Detail.SubDetailRelation.Description] [1 Main Data: Quotation Master.Quotation Detail.SubDetailRelation.Quantity]

DetailReportGroupFooter

Note : Prices are subjected to change without prior notice.
 We hope that our quotation is favourable to you and
 looking forward to receive your valued orders in due cours

| | |
|---------------|--|
| Total | |
| Rounding Adj. | |
| Final Total | |

ReportFooter



Then preview the report again.

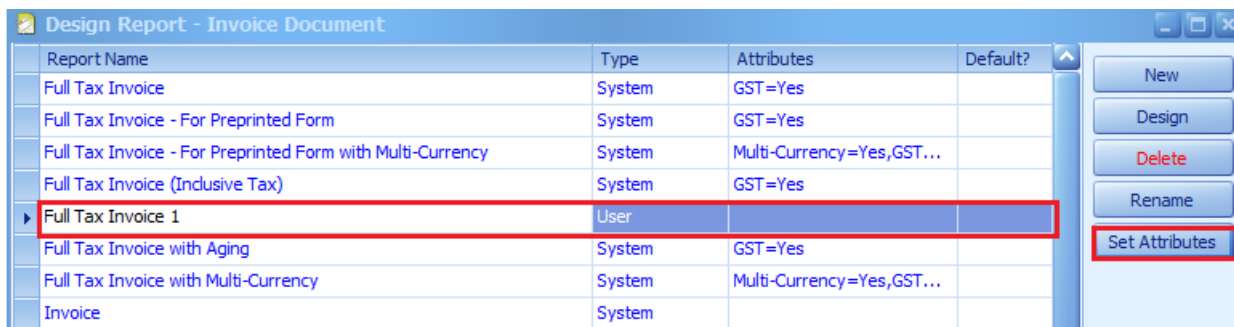
You may need to make several times adjustment to achieve your desired outcome.

| GST > SST (123456-A) B3-9-2, 2nd Floor, Lorong Batu Nilam 3F, Bandar Bukit Tinggi, 41200 Klang, Selangor Tel: 03 3080 8888 Sales Tax ID No : SST-12345 Service Tax ID No : SST-56789 | | | | | | |
|---|--------------------|--------------|------|--|-------|------------------------------|
| QUOTATION | | | | No. : QT-000001 | | |
| Debtor One D1 Jalan D1 Bandar D1 | | | | Your Ref. : From : Validity : Delivery Term : Payment Term : | | |
| TEL : | | FAX : | | Date : 15-01-2017 Page : 1 of 1 | | |
| Thank you for your inquiry. We are pleased to submit our quote as follows: | | | | | | |
| Item | Description | Qty | UOM | U/ Price RM | Disc. | Total RM |
| 1. | Portable PC 405 | 2 | UNIT | 450.00 | | 900.00 |
| 2. | Portable PC 705 | 2 | UNIT | 750.00 | | 1,500.00 |
| 3. | OS System 2010 | 1 | UNIT | 200.00 | | 200.00 |
| 4. | OS System 2010 SE | 1 | UNIT | 250.00 | | 250.00 |
| 5. | Accounting Express | 2 | UNIT | 150.00 | | 300.00 |
| 6. | Iventory Express | 2 | UNIT | 150.00 | | 300.00 |
| 7. | Office 123 | 1 | UNIT | 100.00 | | 100.00 |
| 8. | Windows 456 | 1 | UNIT | 120.00 | | 120.00 |
| Note : Prices are subjected to change without prior notice. We hope that our quotation is favourable to you and looking forward to receive your valued orders in due course. Thank and regards. | | | | | | Total 3,670.00 |

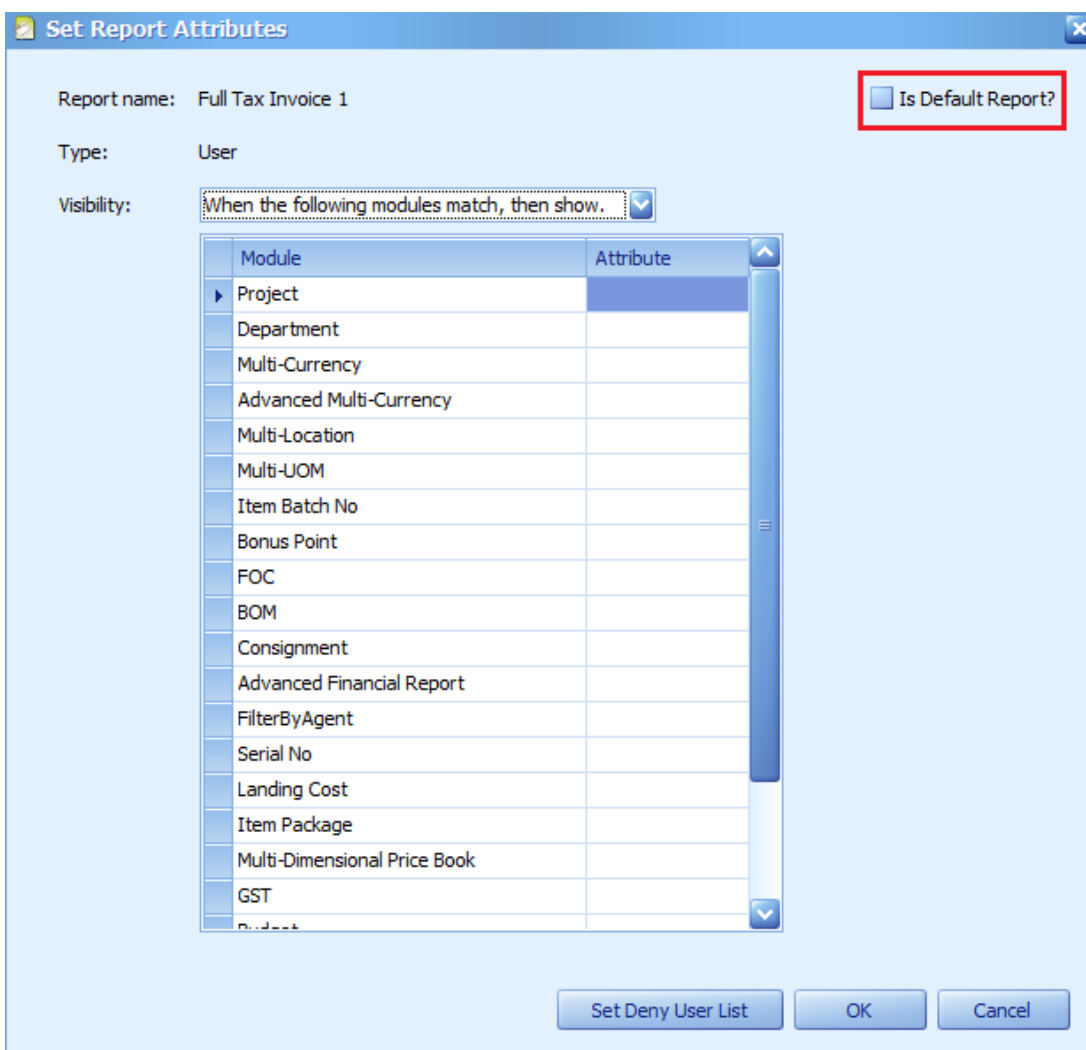
8. How to set default report.

Some of you may have defaulted your report that still using GST.

To change the default report, highlight which report you want to set as default, then click on Set Attributes button.



After that tick on 'Is Default Report?', OK.



9. How to remove GST ID on report header

If you are using default report header, go to General Maintenance > Company Profile

1. Navigate to Logo & Report Header tab.
2. Highlight the GST ID No: and remove it (backspace / delete)
3. Or remove your GST registration number.
3. Click OK.

Remove the GST ID only when you no longer need to issue documents with GST. Suggest to remove it on 1 Sept 2018 or later.

10. How to replace GST ID with SST ID on report header

10.1 If you are using default report header, refer to item 4.

10.2 If you are not using default report header, there are several possibilities:

10.2.1 You have created report header (together with GST ID) directly at Report Designer; OR

10.2.2 Your GST ID is placed separately;

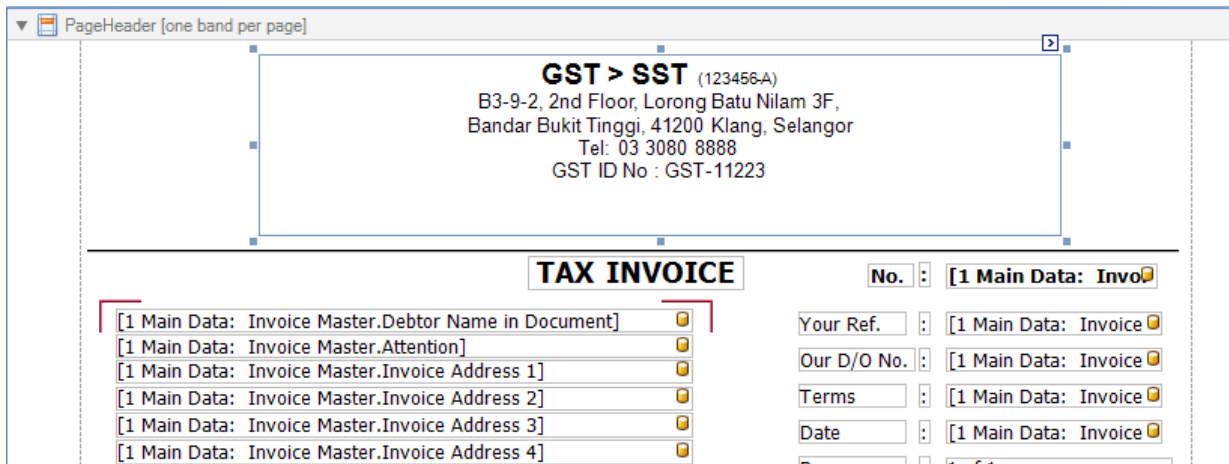
10.2.3 Your report header (together with GST ID) is a picture file as a whole.

Scenario 1

You have created report header (together with GST ID) directly at Report Designer.

What you need to do is just edit the text at Report Designer.

To edit, click to highlight the company header.



PageHeader [one band per page]

GST > SST (123456-A)
 B3-9-2, 2nd Floor, Lorong Batu Nilam 3F,
 Bandar Bukit Tinggi, 41200 Klang, Selangor
 Tel: 03 3080 8888
 GST ID No : GST-11223

TAX INVOICE

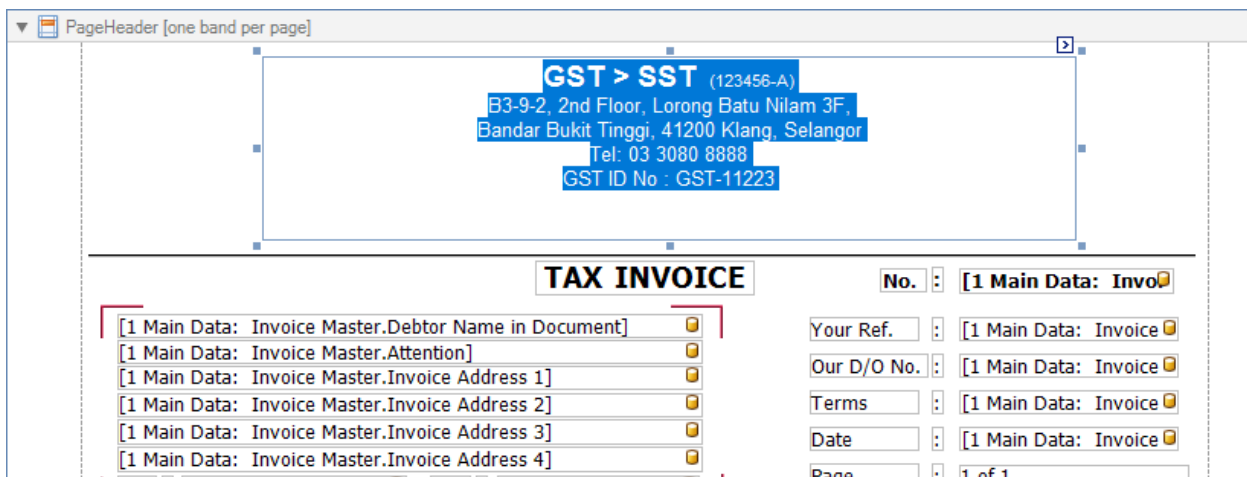
No. : [1 Main Data: Invo]

[1 Main Data: Invoice Master.Debtor Name in Document]
 [1 Main Data: Invoice Master.Attention]
 [1 Main Data: Invoice Master.Invoice Address 1]
 [1 Main Data: Invoice Master.Invoice Address 2]
 [1 Main Data: Invoice Master.Invoice Address 3]
 [1 Main Data: Invoice Master.Invoice Address 4]

Your Ref. : [1 Main Data: Invoice]
 Our D/O No. : [1 Main Data: Invoice]
 Terms : [1 Main Data: Invoice]
 Date : [1 Main Data: Invoice]
 Page : 1 of 1

Then double click on it and you can start edit the text, e.i. change the GST ID to Sales Tax ID and Service Tax ID....

Save it.



PageHeader [one band per page]

GST > SST (123456-A)
 B3-9-2, 2nd Floor, Lorong Batu Nilam 3F,
 Bandar Bukit Tinggi, 41200 Klang, Selangor
 Tel: 03 3080 8888
 GST ID No : GST-11223

TAX INVOICE

No. : [1 Main Data: Invo]

[1 Main Data: Invoice Master.Debtor Name in Document]
 [1 Main Data: Invoice Master.Attention]
 [1 Main Data: Invoice Master.Invoice Address 1]
 [1 Main Data: Invoice Master.Invoice Address 2]
 [1 Main Data: Invoice Master.Invoice Address 3]
 [1 Main Data: Invoice Master.Invoice Address 4]

Your Ref. : [1 Main Data: Invoice]
 Our D/O No. : [1 Main Data: Invoice]
 Terms : [1 Main Data: Invoice]
 Date : [1 Main Data: Invoice]
 Page : 1 of 1

Scenario 2

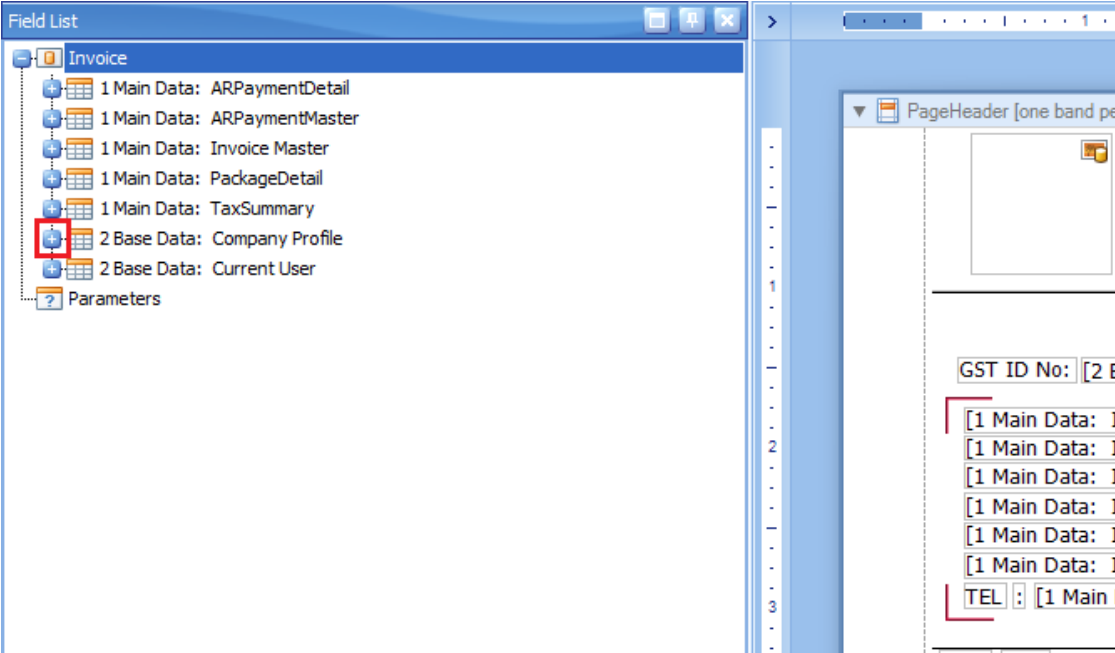
Your GST ID is placed separately.

Example as shown below, your GST ID are placed on top of your debtor address.

| GST > SST (123456-A) B3-9-2, 2nd Floor, Lorong Batu Nilam 3F, Bandar Bukit Tinggi, 41200 Klang, Selangor Tel: 03 3080 8888 | | | | | | | |
|---|----------|-------------|-----|-----------------------|-------------|-------|----------|
| TAX INVOICE | | | | | | | |
| GST ID No: GST-11223 | | | | No. : I-000001 | | | |
| Company A | | | | Your Ref. : | | | |
| | | | | Our D/O No. : | | | |
| | | | | Terms : C.O.D. | | | |
| | | | | Date : 31-08-2018 | | | |
| TEL : | | | | FAX : | | | |
| | | | | Page : 1 of 1 | | | |
| Item | Tax Code | Description | Qty | UOM | U/ Price RM | Disc. | Total RM |
| 1. | SR abc | | 1 | | 50.00 | | 50.00 |
| 2. | SR efn | | 1 | | 50.00 | | 50.00 |

To edit, go into report design.

On the left panel (Field List), search for **2 Base Data: Company Profile** and click on the '+' sign to expand.



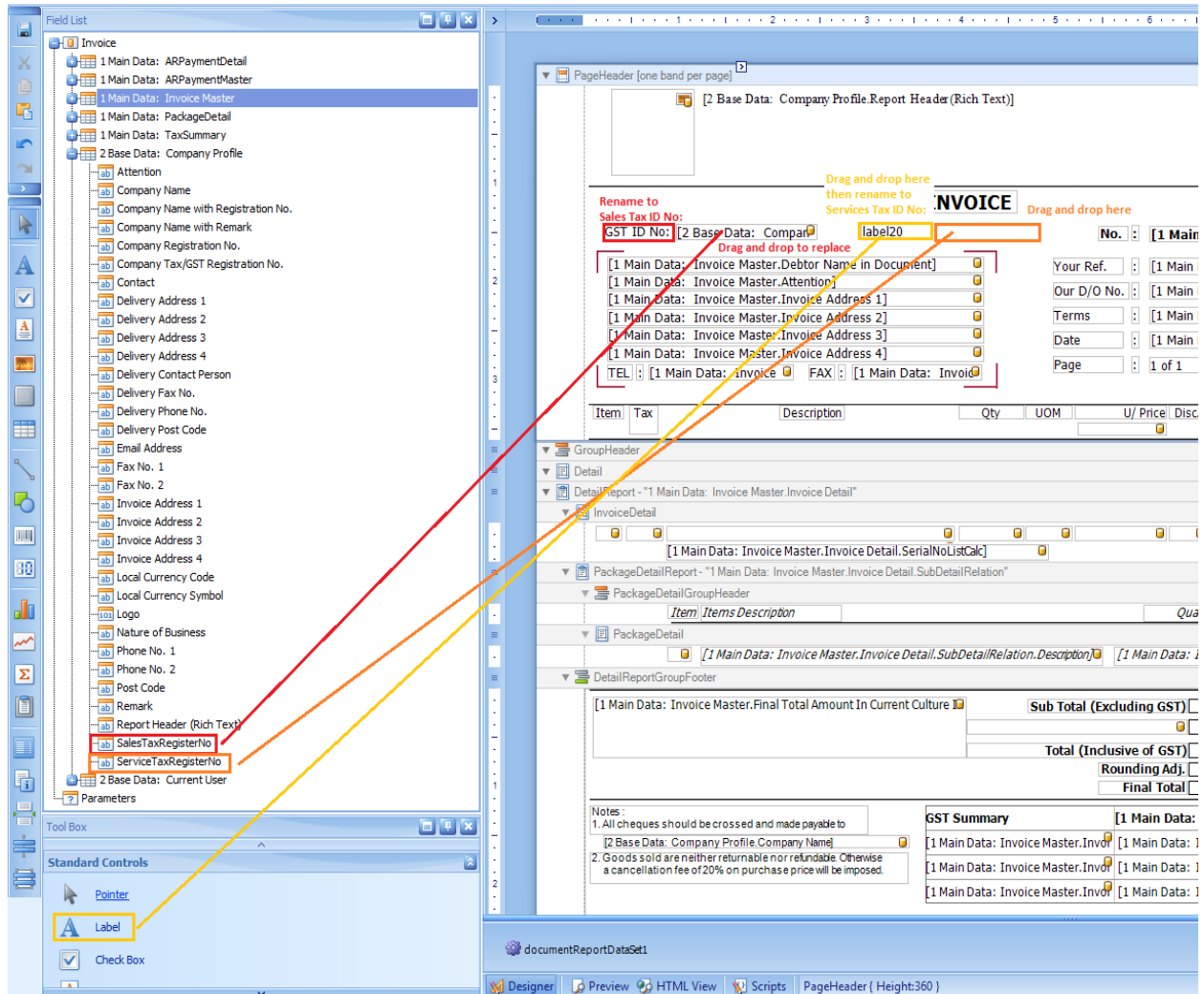
The screenshot shows the 'Field List' on the left with the following items:

- Invoice
 - 1 Main Data: ARPaymentDetail
 - 1 Main Data: ARPaymentMaster
 - 1 Main Data: Invoice Master
 - 1 Main Data: PackageDetail
 - 1 Main Data: TaxSummary
 - 2 Base Data: Company Profile** (highlighted with a red box)
 - 2 Base Data: Current User
- Parameters

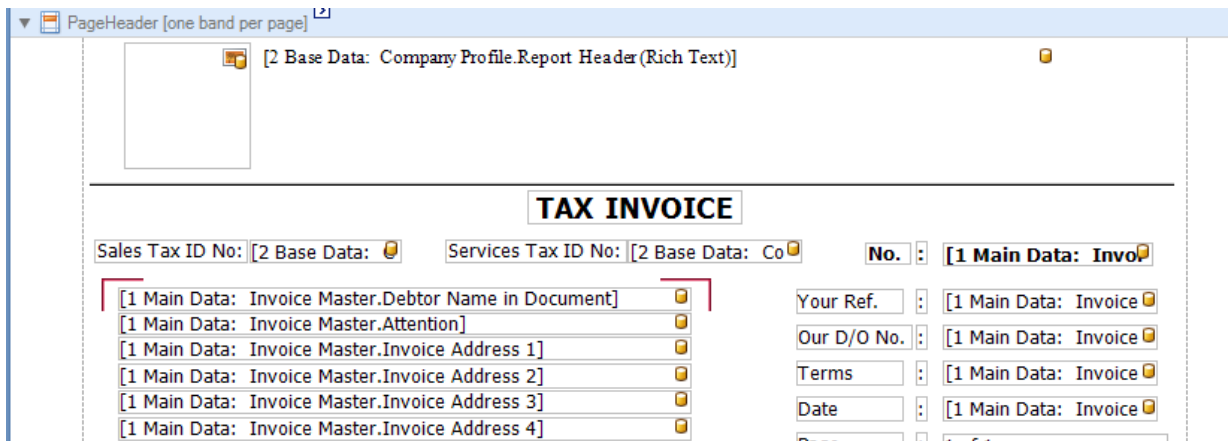
The report preview on the right shows the 'PageHeader' section with the following fields:

- GST ID No: [2 B
- [1 Main Data: I
- [1 Main Data: I
- [1 Main Data: I
- [1 Main Data: I
- [1 Main Data: I
- [1 Main Data: I
- TEL : [1 Main I

Kindly note that GST ID Number has only 1 field for you to edit, if your company has both Sales Tax ID and Services Tax ID, you have to create one more field in order to display both IDs. Follow the following steps, then save it.



After that you will get something like this.



Then preview it.

| | | | | | | | |
|---|----------|-------------|-----|--|----------------|----------------|-------------|
| GST > SST (123456-A) B3-9-2, 2nd Floor, Lorong Batu Nilam 3F, Bandar Bukit Tinggi, 41200 Klang, Selangor Tel: 03 3080 8888 | | | | | | | |
| TAX INVOICE | | | | | | | |
| Sales Tax ID No: SST-12345 | | | | Services Tax ID No: SST-56789 | | No. : I-000001 | |
| Company A | | | | Your Ref. : Our D/O No. : Terms : C.O.D. Date : 31-08-2018 Page : 1 of 1 | | | |
| TEL : | | FAX : | | | | | |
| Item | Tax Code | Description | Qty | UOM | U/ Price RM | Disc. RM | Total RM |
| 1. | SR abc | | 1 | | 50.00 | | 50.00 |
| - | -- | | - | | -- -- | | -- -- |

Scenario 3

Your report header (together with GST ID) is a picture file as a whole.

You have to replace it with a new picture file (with SST ID).

Go to report design and click highlight the company header.

If it is a picture you will see a small icon with a yellow cylinder logo at top right of the header as shown below.

PageHeader [one band per page]

TAX INVOICE

No. : [1 Main Data: Invo]

Your Ref. : [1 Main Data: Invoice]

Our D/O No. : [1 Main Data: Invoice]

Terms : [1 Main Data: Invoice]

Date : [1 Main Data: Invoice]

[1 Main Data: Invoice Master.Debtor Name in Document]

[1 Main Data: Invoice Master.Attention]

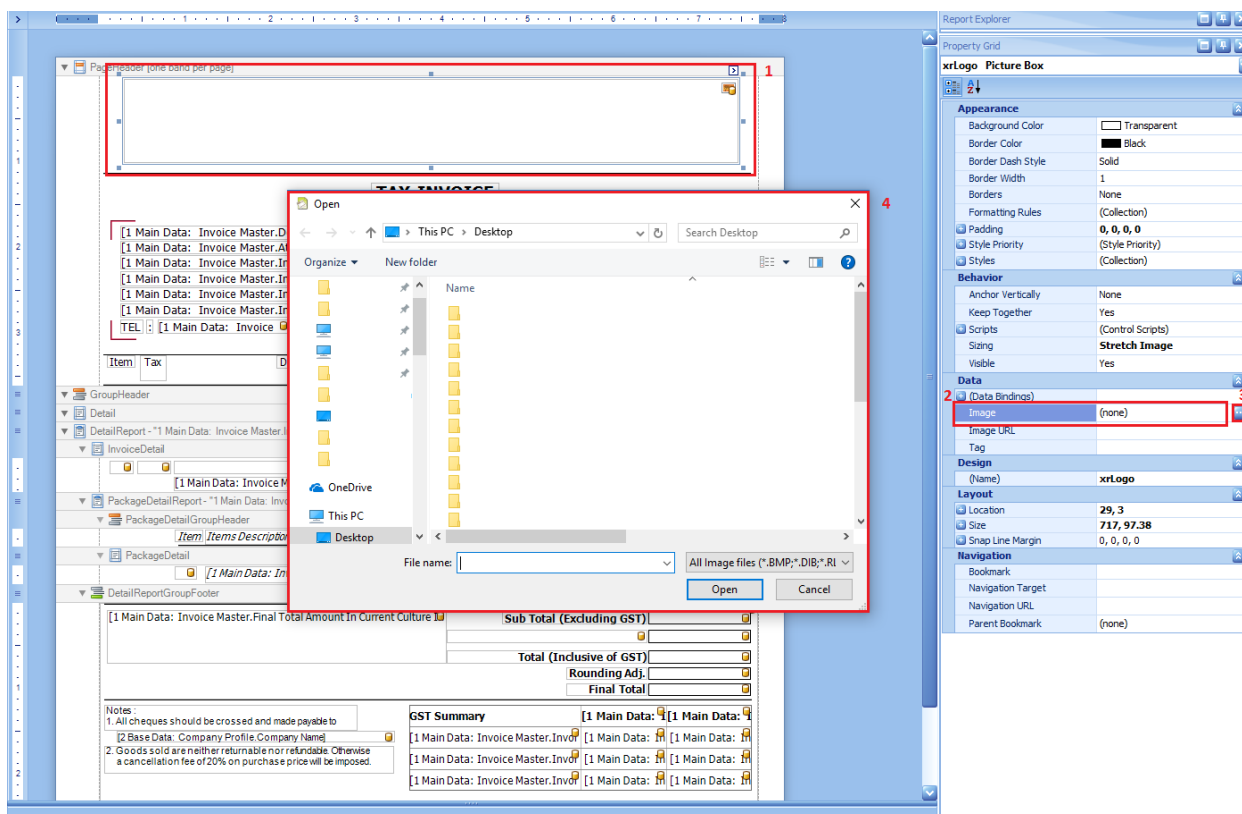
[1 Main Data: Invoice Master.Invoice Address 1]

[1 Main Data: Invoice Master.Invoice Address 2]

[1 Main Data: Invoice Master.Invoice Address 3]

[1 Main Data: Invoice Master.Invoice Address 4]

1. Highlight the company header.
2. On right panel, side, search for **Image**.
3. Then click on the ... (ellipse button).
4. Locate your new picture file and then click open.



Save it.

Guide on **RCRG-S**

Re-Designing Customized Reports from GST to SST



More info at: https://wiki.autocountsoft.com/wiki/2018_SST_Resources