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## AutoCount FOC Quantity Module

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### Table of Contents

1.0	<a href="#">Introduction</a>
2.0	Settings
2.1	➤ <a href="#">Item FOC Setting</a>
3.0	Features
3.1	➤ <a href="#">Sales Invoice with FOC Qty</a>
4.0	Report
4.1	➤ <a href="#">FOC Analysis Report</a>



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## 1.0 Introduction

The Autocount FOC (Free of Charge) Quantity Module is a specialized feature within the Autocount Accounting software that enables the inclusion of FOC quantities in item transaction rows for both sales and purchases. This module allows businesses to accurately record and track the quantities of items provided free of charge to customers or received as free items from suppliers. This module allows FOC quantity in item transaction row (both sales and purchases).



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## 2.0 Settings

### 2.1 Item FOC Setting

1. Go to **Stock > Stock Item Maintenance**
2. Select an item, click on **Edit**,
3. At the bottom of the screen, you may maintain **For every sale of ? item(s), will be entitled to ? as FOC item(s).**  
(The FOC item is always in base UOM.)

The screenshot shows the 'Edit Stock Item' window for item 'MAXIS10'. The 'UOM Details' tab is active, displaying a table with columns 'UOM' and 'Rate'. The first row is selected, showing 'PCS' with a rate of '1'. To the right of the table, there are two text boxes: 'For every sale of 10 item(s), will be entitled to 1 as FOC item(s).' and 'For every sale of 0 item(s), will be entitled to 0 bonus point(s).'. The first text box is highlighted with a red border.

- This item FOC setting does not apply on purchase documents.



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### 3.0 Features

#### 3.1 Sales Invoice with FOC Qty

1. Go to *Sales > Invoice*
2. Add a new Invoice, add items and key in free-of-charge quantity into **FOC Qty** column.

The screenshot shows the 'New Invoice' window in AutoCount Accounting. The debtor is 'CARE PHONE SDN BHD' and the invoice date is '16-11-2017'. The invoice contains two items: 'APPLE IPHONE 6' and 'MAXIS RELOAD CARD R...'. The 'FOC Qty' column is highlighted with a red box, showing values of 1 and 5 for the two items respectively. The 'Total' column shows 61,250.00 for the first item and 1,000.00 for the second item. The 'Total (ex)' and 'Total (inc)' columns are also visible.

Item ...	Description	F...	UOM	Batc...	Dep...	Qty	Unit Price	Disco...	FOC Qty	Total	GST C...	GST Rate	GST	Total (ex)	Total (inc)
AP...	APPLE IPHONE 6	...	PCS			25	2,500.00	2%	1	61,250.00	SR-S	6	3,675.00	61,250.00	64,925.00
MA...	MAXIS RELOAD CARD R...	...	PCS			100	10.00		5	1,000.00	SR-S	6	60.00	1,000.00	1,060.00
						125			6	62,250.00			3,735.00	62,250.00	65,985.00

Subtotal (ex) 62,250.00  
 Taxable Amount 62,250.00  
 GST 3,735.00  
 Local Total 65,985.00  
 Total 65,985.00

3. Click on *Save & Preview*.



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		<b>MOBILE PHONE TRADING 2014</b>						
		27, JALAN MERU, TAMAN DESA PARK, 43200 KUALA LUMPUR. Tel: 03-96358213 GST ID No : 123456789						
		<b>No. : I-000007</b>						
<b>TAX INVOICE</b>								
CARE PHONE SDN BHD		Your Ref. :						
NO. 38, JALAN SATU, 41200 KLANG		Our D/O No. :						
TEL : 03-33420011		Terms : Net 60 days						
FAX : 03-33420022		Date : 16-11-2017						
		Page : 1 of 1						
Item	Tax Code	Description	Qty	UOM	FOC	U/ Price	Disc.	Total
						RM		RM
1.	SR	APPLE IPHONE 6	25	PCS	1	2,500.00	2%	61,250.00
2.	SR	MAXIS RELOAD CARD RM10	100	PCS	5	10.00		1,000.00

FOC quantity is displayed on the same row of transacted item.

Alternatively, user may add a new row with zero price (by which this module is not needed).

- Note: this is a customized layout. By default, the FOC label and quantity is not displayed.



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## 4.0 Report

### 4.1 FOC Analysis Report

Go to *Sales > FOC Quantity Analysis By Document Report*

Here you may view total FOC quantity and sales documents involved.

FOC Quantity Analysis By Document - MOBILE PHONE TRADING 2014 [v2 testing] - AutoCount Accounting (Ver: 2.0) (Rev: 55)

File G/L A/R A/P Inquiry Stock Sales Purchase Bonus Point Business Flow General Maintenance Tools GST Window Help Report

### FOC Quantity Analysis By Document

**Basic Filter**

Date Range: 01-11-2017 to 16-11-2017

Debtor: No filter

Item Code: No filter

**Report Options**

Group By: None

Sort By: Document No

Show Criteria In Report

More Options

Inquiry Preview Print Hide Options Criteria Close

Drag a column header here to group by that column

Debtor Code	Sales Agent	Area Code	Debtor Type	Item Code	Item Group	Item Type	Doc No	Doc Date	IV Foc Qty	IV Local Fo...	CS Foc Qty	CS Local Fo...	CN Foc Qty	CN Local F...	DN Foc Qty	DN Local F...	Total Foc Qty	Total
> 300-C001	FION			APPLE IPH...	PHONE		I-000007	16-11-2017	1									1
300-C001	FION			MAXIS 10	RELOAD	MAXIS	I-000007	16-11-2017	5									5
									6	0	0	0	0	0	0	0	6	0

Record 1 of 2