

training - Bug #2671

Finance Management Module - Phase 1 (Employee Expenses & Cash Management Reports)

06/03/2026 03:36 AM - Prashant Jain

Status:	New	Start date:	06/03/2026
Priority:	Normal	Due date:	
Assignee:		% Done:	0%
Category:		Estimated time:	0.00 hour
Target version:		Spent time:	9.00 hours
Description			
Summary			
Create a new Finance Management module to manage employee expenses, cash transactions, and financial reporting for audit and reconciliation purposes.			
Business Requirement			
Currently, there is no centralized system to track expenses incurred by employees or maintain cash transaction records. Finance teams require visibility into employee spending, cash movements, and supporting reports for audit and reconciliation.			
The Finance Management module will serve as the foundation for future accounting and finance features.			
Scope - Phase 1			
1. Employee Expenses Management			
Features			
Create expense entries by authorized users.			
Track expenses incurred by:			
Salesperson			
Operator			
Finance Executive			
Other Employees			
Expense Details			
Expense Date			
Employee Name			
Employee ID			
Department			
Expense Category			
Travel			
Food			
Fuel			
Accommodation			
Miscellaneous			
Payment Mode			
Cash			
Bank Transfer			
UPI			
Company Card			
Amount			
Description/Remarks			
Supporting Attachment (Bill/Invoice)			
Approval Status			
Draft			
Submitted			
Approved			
Rejected			
Reports			
Employee Expense Report			
Department-wise Expense Report			
Category-wise Expense Report			
Date Range Expense Report			
Monthly Expense Summary			
2. Cash Management			

Features

Record cash inflow and outflow transactions.

Maintain daily cash register.

Track cash balance.

Cash Transaction Details

Transaction Date

Transaction Type

Cash In

Cash Out

Amount

Purpose

Reference Number

Created By

Remarks

Reports

Daily Cash Report

Cash Ledger Report

Cash In vs Cash Out Summary

Date Range Cash Report

Monthly Cash Summary

User Roles

Finance Admin

Full access

Create/Edit/Delete records

Approve expenses

Generate reports

Finance User

Create expenses

View assigned records

Generate reports

Employee

Submit expense claims

View own expenses

Audit Requirements

Track Created By / Updated By

Maintain timestamp history

Store approval history

Maintain attachment records

Export reports in Excel/PDF

Deliverables

Module

Finance Management

Menus

Finance Management

Employee Expenses

Cash Management

Reports

Reports

Employee Expense Report

Department Expense Report

Expense Category Report

Daily Cash Report

Cash Ledger Report

Monthly Finance Summary

Future Enhancements (Out of Scope)

Journal Entries

General Ledger

TDS Management

Vendor Payments

Bank Reconciliation

Profit & Loss Reports

Balance Sheet

Expense Reimbursement Workflow

Accounting Integrations

History

#1 - 06/03/2026 09:08 AM - Saransh Bakoliya

Today i have worked on ->

Implemented new Finance Management module in the sidebar with Reports → Ledger Statement navigation.

Added routing configuration for the Ledger Statement page with permission-based access.

Created Ledger Statement API integration for fetching ledger-wise accounting statements.

Developed Ledger Statement UI following the existing project design and branding standards.

Integrated ledger dropdown and populated data using the master ledger API.

Replaced manual Ledger ID entry with ledger name selection for improved usability.

Implemented Apply and Reset filter functionality for ledger statement retrieval.

Added ledger summary section displaying opening balance, closing balance, balance nature, and statement period.

Integrated transaction table with voucher details, debit, credit, and running balance information.

Performed API testing, debugging, and validation of permission-related issues for ledger statement access.