

會計工具助你有效地管理公司業務

講者

Michelle Li 李瑞賢

首席顧問

MYOB Hong Kong Limited


- 簡介
- 如何適當進行現金流管理?
- 部門損益表為何重要?
- 如何分析應收賬?
- 產品示範

報表索引 - 唯讀

總帳 出納 銷售 按時收費 採購 存貨 卡片盒 自訂

名稱	
支票及存款	
出納記錄	
銀行入數紙	
暫存資金	
對帳報表	
現金流量表	
現金流量分析	
交易日記帳	
現金支出	
現金收款	
定期交易	
支票	
存款	
定期交易清單	
工作提示表	
定期銀行交易	

現金流量表顯示某時期內現金與現金等值物的變動。



檢視式樣 選項

現金流量表

現金流量分析

Dated From: To: Redisplay View: ▾

Job Profit & Loss Statement

April 2008 through September 2008

Account Name ^Selected Period^ Year to Date ^

115	Supply of Cooler GM	
Income		
Sales-Equipments	\$2,340.00	\$27,580.00
Sales-Water	\$0.00	\$14,855.00
Freight Collected	\$0.00	\$140.00
Total Income	<u>\$2,340.00</u>	<u>\$42,575.00</u>
Cost of Sales		
Cost of Sales-Equipments	\$1,521.00	\$19,349.00
Cost of Sales-Water	\$0.00	\$9,000.00
Total Cost of Sales	<u>\$1,521.00</u>	<u>\$28,349.00</u>
Net Profit (Loss)	<u>\$819.00</u>	<u>\$14,226.00</u>
117	Maintenance of GM	
Income		
Sales-Equipments	\$3,600.00	\$3,600.00
Sales-Rental and Services	\$75.00	\$4,767.65
Total Income	<u>\$3,675.00</u>	<u>\$8,367.65</u>
Cost of Sales		
Cost of Sales-Equipments	\$2,400.00	\$2,400.00
Total Cost of Sales	<u>\$2,400.00</u>	<u>\$2,400.00</u>
Net Profit (Loss)	<u>\$1,275.00</u>	<u>\$5,967.65</u>

MYOB Premier - [Report Display]

File Edit Lists Command Centres Setup Reports Window Help

Ageing Date: Redisplay View: ▾

Aged Receivables [Summary]

9/30/2008

Name ^	Total Due ^	0 - 30 ^	31 - 60 ^	61 - 90 ^	90+ ^
A-Z Stationery Supplies	\$59,290.00	\$3,750.00	\$0.00	\$0.00	\$55,540.00
Aadvark Advertising (H)	\$63,984.00	\$10,115.00	\$0.00	\$1,400.00	\$52,469.00
Chelsea Mosset	\$7,877.00	\$5,812.00	\$1,125.00	\$0.00	\$940.00
China Company	\$525.00	\$75.00	\$0.00	\$0.00	\$450.00
E.T Ltd	-\$474.00	-\$530.00	\$0.00	\$0.00	\$56.00
Footloose Dance Studio	\$61,099.00	\$3,099.00	\$0.00	\$0.00	\$58,000.00
Island Way Motel	\$32,515.00	\$515.00	\$32,000.00	\$0.00	\$0.00
Japan Cust	\$34,320.00	\$0.00	\$0.00	\$0.00	\$34,320.00
Joyous Technology	US\$4,006.00	US\$0.00	US\$0.00	US\$0.00	US\$4,006.00
Lee Hun & Co.	\$51,700.00	\$2,100.00	\$0.00	\$0.00	\$49,600.00
Leisure Landscape Nursery	\$56,960.00	\$0.00	\$2,340.00	\$0.00	\$54,620.00
Maori Brothers	\$2,986.00	\$0.00	\$0.00	\$0.00	\$2,986.00
Mini Computer	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00
My Town Realty	\$71,620.00	\$4,620.00	\$0.00	\$0.00	\$67,000.00
Pentagon Limited	US\$3,045.00	US\$0.00	US\$0.00	US\$0.00	US\$3,045.00
S.I.T. Ltd	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
The Motor Company	\$59,110.00	\$8,000.00	\$0.00	\$1,030.00	\$50,080.00

MYOB Premier - [Report Display]

File Edit Lists Command Centres Setup Reports Window Help

Receivables As Of: Redisplay View: ▾

Receivables Reconciliation [Detail]

9/30/2008

ID#	Date	Total Due	0 - 30	31 - 60	61 - 90	90+
A-Z Stationery Supplies						
C010						
Charles Lee						
852 2361 7878						
00000000	12/31/2007	\$50,000.00				\$50,000.00
00000003	1/26/2008	\$540.00				\$540.00
00000001	2/14/2008	\$5,000.00				\$5,000.00
Total:		\$55,540.00	\$0.00	\$0.00	\$0.00	\$55,540.00
Aadvark Advertising (H)						
C050						
852 2569 2548						
00000000	12/31/2007	\$50,000.00				\$50,000.00
00000011	2/5/2008	\$2,469.00				\$2,469.00
00000016	7/16/2008	\$1,400.00			\$1,400.00	
Total:		\$53,869.00	\$0.00	\$0.00	\$1,400.00	\$52,469.00
Chelsea Mosset						
C030						
Mr Chelsea Hua						
852 2398 1199						
00000031	1/18/2008	\$800.00				\$800.00
SJ000001	1/28/2008	\$140.00				\$140.00
00000018	8/10/2008	\$1,125.00		\$1,125.00		
00000021	9/9/2008	\$412.00	\$412.00			
Total:		\$2,477.00	\$412.00	\$1,125.00	\$0.00	\$940.00
China Company						
C20150						
00000009	2/28/2008	\$450.00				\$450.00
00000005	9/30/2008	\$75.00	\$75.00			

• Thank You

請瀏覽 <http://www.myob.com.hk>

或致電 3402 9888

查詢詳情