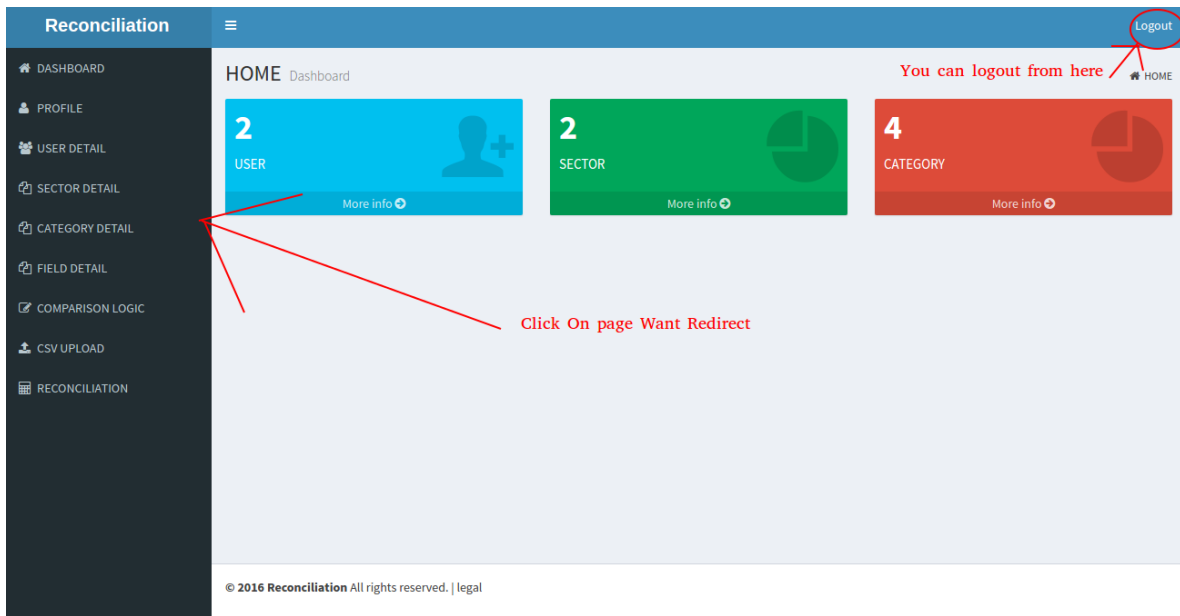
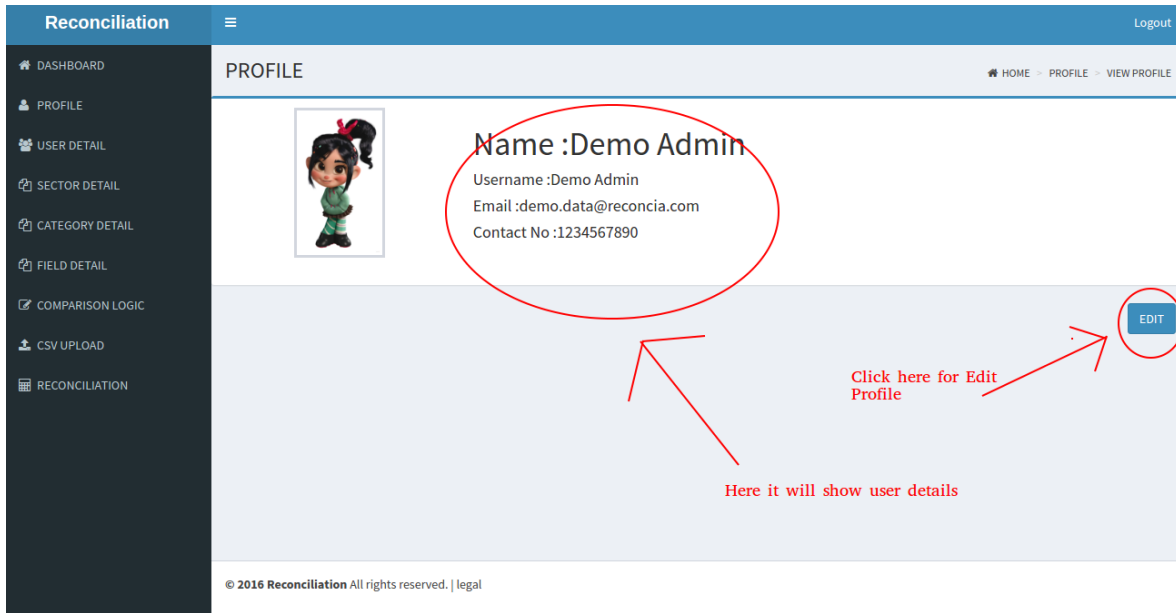


How to Use Reconcia Reconciliation Engine

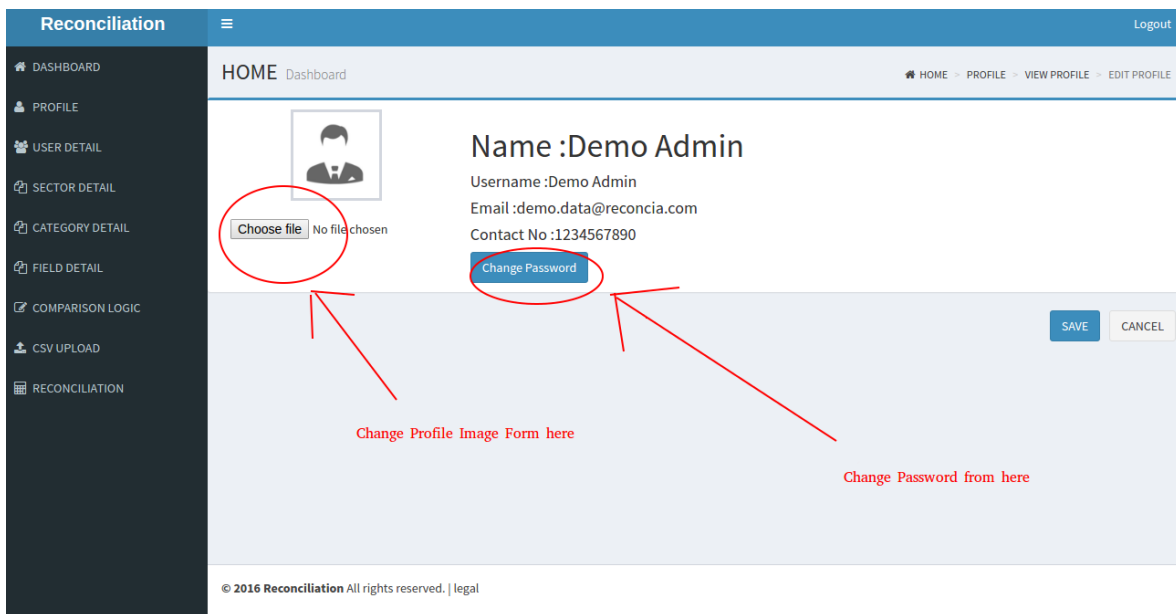
- After Login It will Redirect to dashboard of admin panel



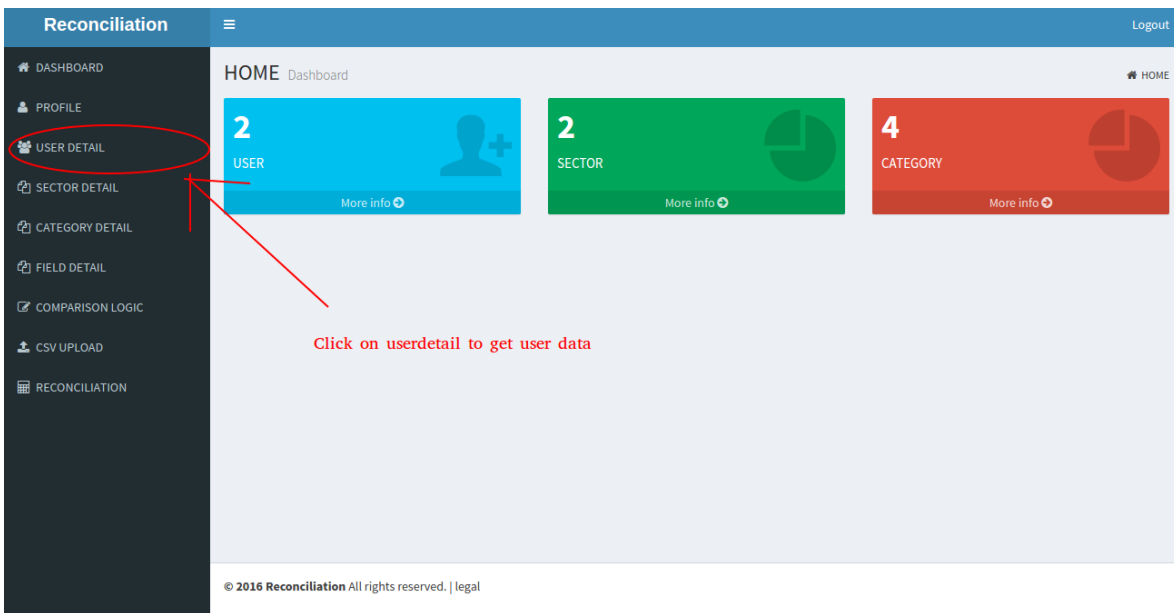
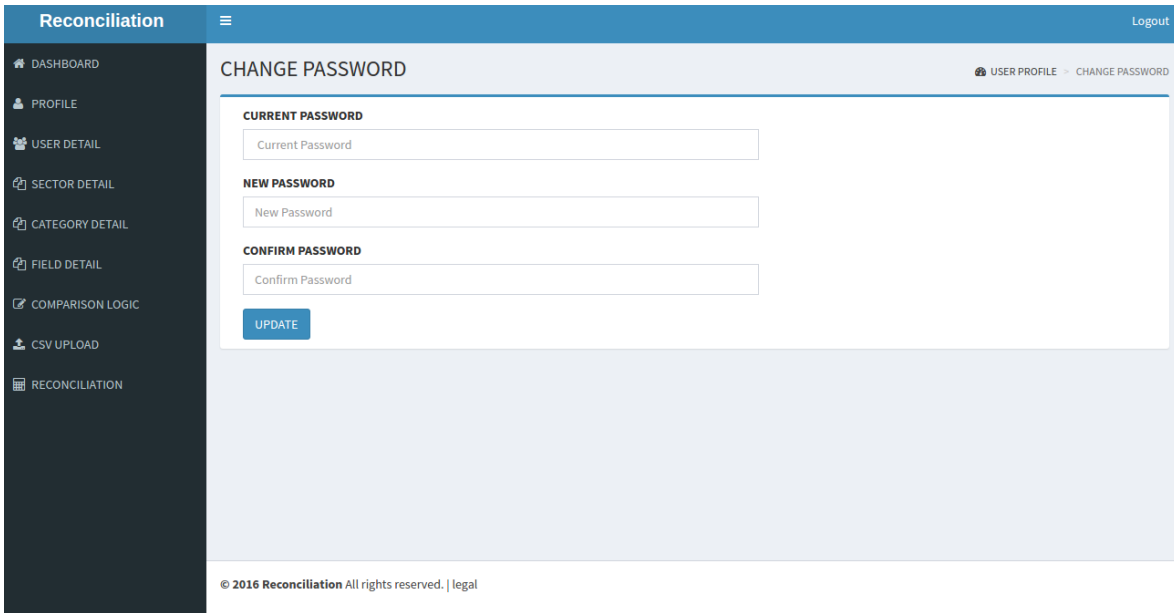
- Here you can select to go on particular page.
- Profile Page shows the particular users Details.



- Change Profile Picture and change password when you click on edit.



- Change your password by entering current password and new password.



- Click on user detail from sidebar menu.

- User detail page shows user details.
- Click On add New Button to add new user.

- Click on edit Button to edit user.
- Click on Delete Button to Delete user.





Reconciliation Logout

USER DETAIL HOME - USER DETAIL

ADD NEW

USER DETAIL

Show entries Search:

ID	USER NAME	NAME	EMAIL ID	CONTACT	ACTION
5	Kajal	Kajal Solanki	kajal.solanki@teksun.in	65745677643	 
3	Hiral.parmar	Hiral	hiral.parmar@teksun.in	9890809999	 

Showing 1 to 2 of 2 entries

Previous **1** Next

Click on delete button to delete user

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Reconciliation Logout

EDIT USER DETAIL HOME - USER DETAIL - EDIT USER DETAIL

EDIT USER DETAIL

USERNAME :Kajal

NAME

EMAIL ID

CONTACT NO

EDIT DETAIL **BACK**

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- Edit User data in Edit Page, fill the data in particular inputs.
- Click On -> Sector Detail So it will Redirect n Sector Detail page

Reconciliation Logout

SECTOR DETAIL [ADD NEW](#) HOME > SECTOR DETAIL

SECTOR DETAIL

Show entries Search:

ID	SECTOR NAME	ACTION
2	Investment	Edit Delete
1	Insurance	Edit Delete

Showing 1 to 2 of 2 entries Previous **1** Next

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Reconciliation Logout

SECTOR DETAIL [ADD NEW](#) HOME > SECTOR DETAIL

SECTOR DETAIL

Show entries Search:

ID	SECTOR NAME	ACTION
2	Investment	Edit Delete
1	Insurance	Edit Delete

Showing 1 to 2 of 2 entries Previous **1** Next

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- Click on Sector Detail → Add new to add new sector.





SECTOR DETAIL

ADD NEW

HOME SECTOR DETAIL

SECTOR DETAIL

Show 10 entries Search:

ID	SECTOR NAME	ACTION
2	Investment	 
1	Insurance	 

Showing 1 to 2 of 2 entries

Previous 1 Next

Click On Edit Button to edit Sector

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- Click On sector detail → Edit Button to edit Sector.

- Enter Sector name In Sector Field.

EDIT SECTOR

HOME SECTOR DETAIL EDIT SECTOR DETAIL

EDIT SECTOR

SECTOR NAME

Investment

UPDATE SECTOR BACK

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- Enter Sector Name In Sector Detail → Add new Page

Reconciliation

ADD SECTOR

HOME > SECTOR DETAIL > ADD SECTOR

ADD SECTOR

SECTOR NAME

Enter Sector Name

ADD SECTOR BACK

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Reconciliation

SECTOR DETAIL ADD NEW

HOME > SECTOR DETAIL

SECTOR DETAIL

Show 10 entries Search:

ID	SECTOR NAME	ACTION
2	Investment	 
1	Insurance	 

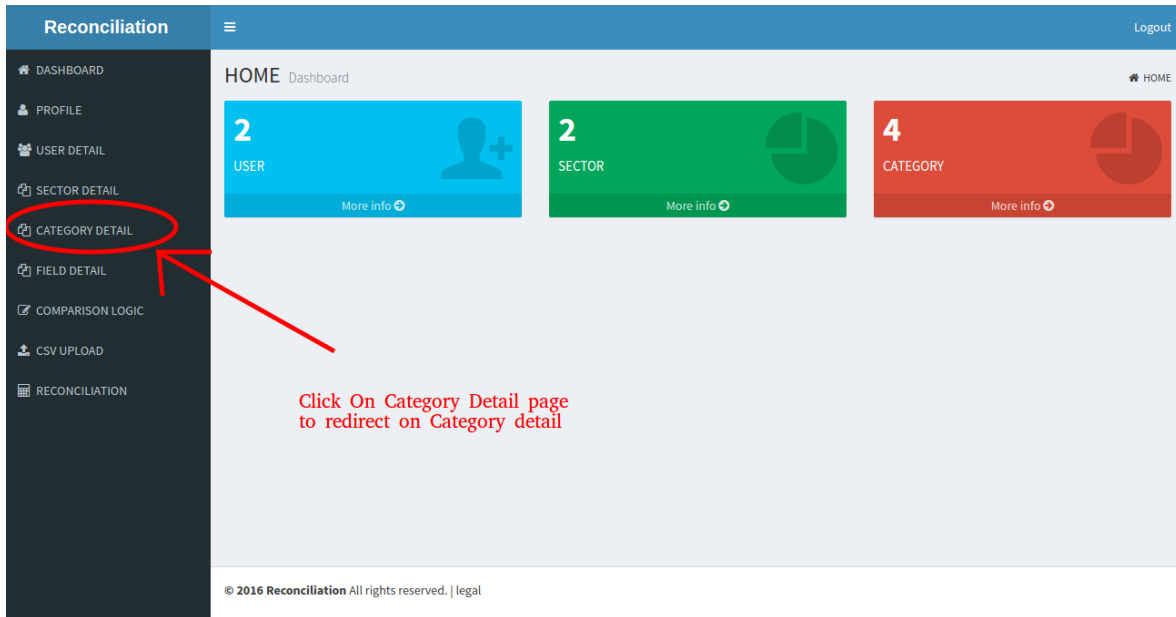
Showing 1 to 2 of 2 entries

Previous 1 Next

Click On Delete Button To Delete Sector

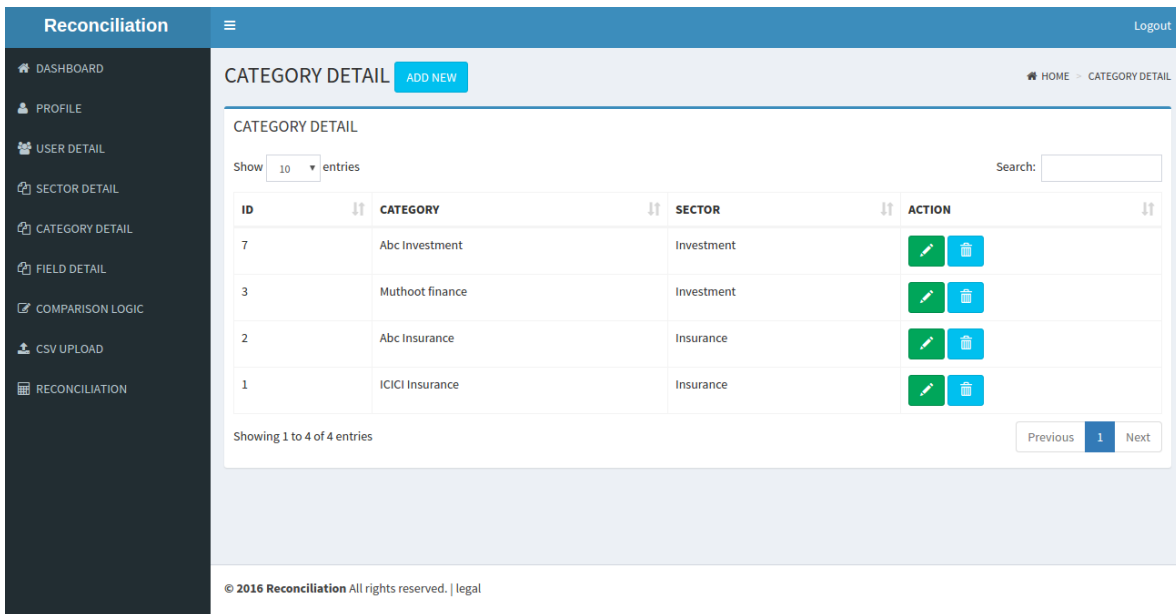
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- Click On Delete Button To Delete Sector.



- Category Detail Page

- Here It will Display all the category.



- Category Detail → Add New To Add New Category.

Reconciliation Logout

CATEGORY DETAIL HOME > CATEGORY DETAIL

CATEGORY DETAIL ADD NEW

Show entries Search:

ID	CATEGORY	SECTOR	ACTION
7	Abc Investment	Investment	
3	Muthoot finance	Investment	
2	Abc Insurance	Insurance	
1	ICICI Insurance	Insurance	

Showing 1 to 4 of 4 entries Previous **1** Next

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- Category Detail → Add New
- To add new Fill the following detail.

Reconciliation Logout

ADD CATEGORY HOME > CATEGORY DETAIL > ADD CATEGORY

ADD CATEGORY

CHOOSE SECTOR

CATEGORY NAME

ADD CATEGORY **BACK**

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Reconciliation









Logout

CATEGORY DETAIL [ADD NEW](#)

HOME CATEGORY DETAIL

CATEGORY DETAIL

Show 10 entries Search:

ID	CATEGORY	SECTOR	ACTION
7	Abc Investment	Investment	 
3	Muthoot finance	Investment	 
2	Abc Insurance	Insurance	 
1	ICICI Insurance	Insurance	 









Showing 1 to 4 of 4 entries

Previous 1 Next

Click On Edit Button To Edit category

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- Category Detail → Edit Category To Edit category
- Category Detail → Edit Category
- To Edit category Fill The following Details

ID	CATEGORY	SECTOR	ACTION
7	Abc Investment	Investment	 
3	Muthoot finance	Investment	 
2	Abc Insurance	Insurance	 
1	ICICI Insurance	Insurance	 

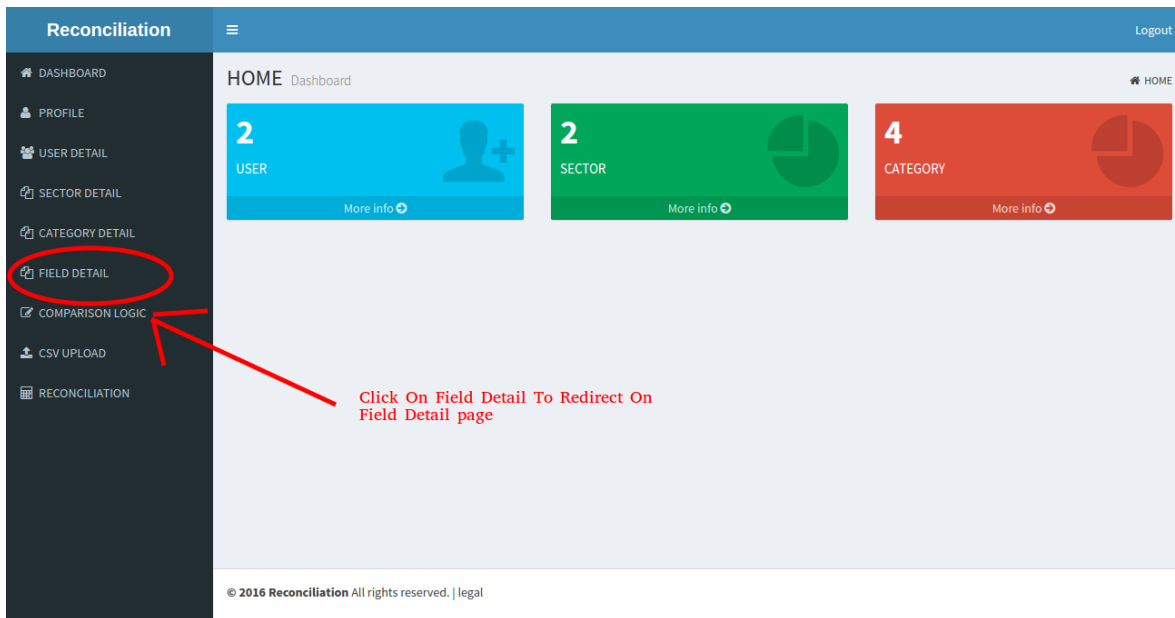
Showing 1 to 4 of 4 entries

Previous 1 Next

Click On Delete Button To Delete Category

- To Delete Category Click On Delete Category

- Field Detail page



- Here it will Display All The Field.

Reconciliation Logout

FIELD DETAIL [ADD NEW](#) HOME > FIELD DETAIL

FIELD DETAIL

Show 10 entries Search:

ID	USER	SECTOR	CATEGORY	FIELD	ACTION
15	Demo Admin	Insurance	ICICI Insurance	Retrun	
14	Demo Admin	Insurance	ICICI Insurance	insurance1	
13	demo	Investment	Abc Investment	Return	
12	demo	Investment	Abc Investment	Invest	
9	demo	Insurance	Abc Insurance	Income	
8	demo	Insurance	Abc Insurance	Invest	
7	demo	Investment	Muthoot finance	Income	
6	demo	Investment	Muthoot finance	Invest	
5	demo	Investment	Muthoot finance	Invest	

Reconciliation Logout

FIELD DETAIL [ADD NEW](#) HOME > FIELD DETAIL

FIELD DETAIL

Show 10 entries Search:

Click On Add New To Create new Field

ID	USER	SECTOR	CATEGORY	FIELD	ACTION
15	Demo Admin	Insurance	ICICI Insurance	Retrun	
14	Demo Admin	Insurance	ICICI Insurance	insurance1	
13	demo	Investment	Abc Investment	Return	
12	demo	Investment	Abc Investment	Invest	
9	demo	Insurance	Abc Insurance	Income	
8	demo	Insurance	Abc Insurance	Invest	
7	demo	Investment	Muthoot finance	Income	
6	demo	Investment	Muthoot finance	Invest	
5	demo	Investment	Muthoot finance	Invest	

- Click On Add New Button To Add New Field.

- Add Following Detail to Field Detail → Add New field

Reconciliation Logout

ADD FIELD HOME > FIELD DETAIL > ADD FIELD

ADD FIELD

CHOOSE SECTOR

CHOOSE CATEGORY

FIELD NAME

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Reconciliation Logout

FIELD DETAIL HOME > FIELD DETAIL

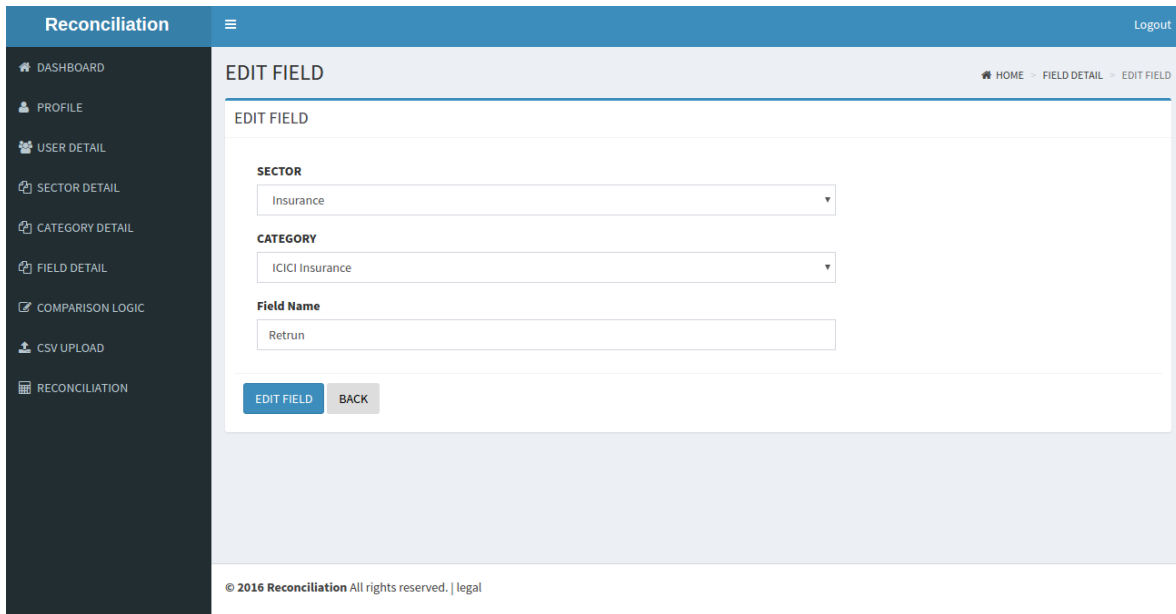
FIELD DETAIL

Show entries Search:

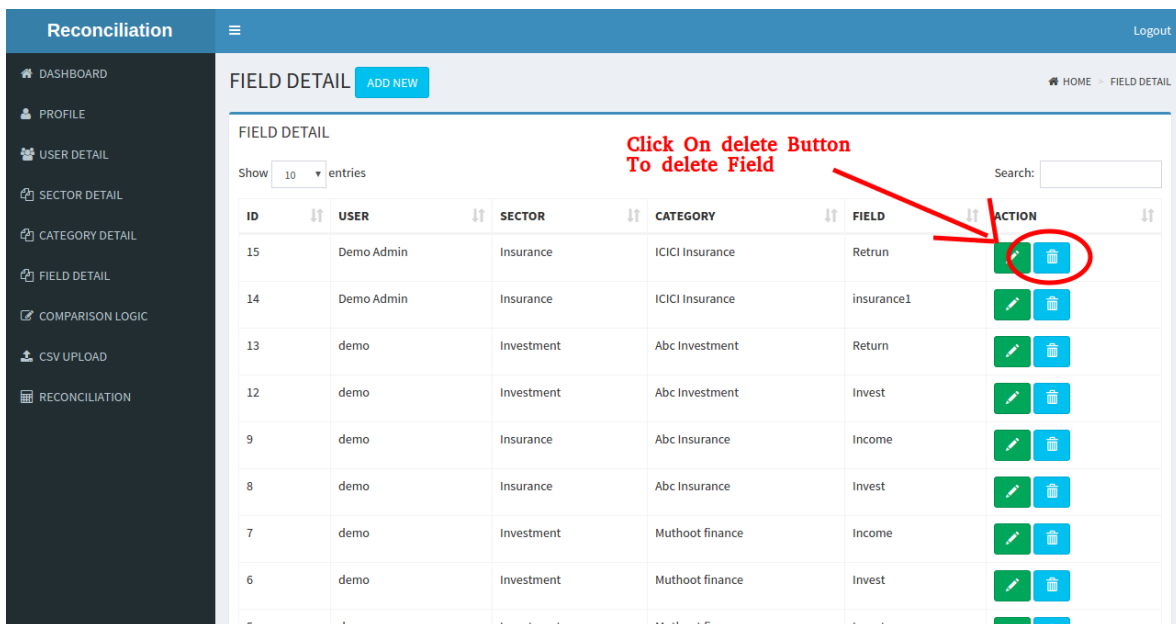
ID	USER	SECTOR	CATEGORY	FIELD	ACTION
15	Demo Admin	Insurance	ICICI Insurance	Retrun	
14	Demo Admin	Insurance	ICICI Insurance	insurance1	
13	demo	Investment	Abc Investment	return	
12	demo	Investment	Abc Investment	Invest	
9	demo	Insurance	Abc Insurance	Income	
8	demo	Insurance	Abc Insurance	Invest	
7	demo	Investment	Muthoot finance	Income	
6	demo	Investment	Muthoot finance	Invest	
5	demo	Investment	Muthoot finance	Invest	

Click On Edit to Edit Field

- click on Edit Field To Edit The Field.



- Add Detail Of Field in Field Detail → Edit Field Page
- Click On Delete Button to Delete Field.



The screenshot shows the Reconcia.com dashboard. The left sidebar contains a menu with the following items: DASHBOARD, PROFILE, USER DETAIL, SECTOR DETAIL, CATEGORY DETAIL, FIELD DETAIL, **COMPARISON LOGIC** (circled in red), CSV UPLOAD, and RECONCILIATION. The main content area displays a 'HOME Dashboard' with three cards: '2 USER', '2 SECTOR', and '4 CATEGORY'. Each card has a 'More info' link. A red arrow points from the 'COMPARISON LOGIC' menu item to the text: 'Click On Compariosn Logic To Redirect on Comparison Logic Page'. The footer contains the text: '© 2016 Reconcia All rights reserved. | legal'.

- Click On Comparison Logic To redirect On Comparison Logic page.
- Create Comparison Logic by following Steps.
- Select Sector from the DropDown.

COMPARASION LOGIC

ADD COMPARASION LOGIC

CHOOSE SECTOR

Insurance

--Select Sector--

Insurance

Investment

Select category

Apply Logic

- Select category from Dropdown.

COMPARASION LOGIC

ADD COMPARASION LOGIC

CHOOSE SECTOR

Insurance ▼

CHOOSE CATEGORY

--select category-- ▼

--select category--

ICICI Insurance

Abc Insurance

- After Selecting Category, it will Show No. of field Dropdown and Operator to create Comparison Logic.

ADD COMPARASION LOGIC

CHOOSE SECTOR

Insurance ▼

CHOOSE CATEGORY

ICICI Insurance ▼

CHOOSE FIELD

--Select Field-- ▼

OPTION

-- ▼

CHOOSE FIELD

--Select Field-- ▼

OPTION

-- ▼

Apply Logic

- Select Field From The choose Field Drop Down

ADD COMPARASION LOGIC

CHOOSE SECTOR

Insurance ▼

CHOOSE CATEGORY

ICICI Insurance ▼

CHOOSE FIELD

insurance1 ▼
 --Select Field--
 insurance1
 Retrun

OPTION

-- ▼

OPTION

-- ▼

Apply Logic

ADD COMPARASION LOGIC

CHOOSE SECTOR

Insurance ▼

CHOOSE CATEGORY

ICICI Insurance ▼

CHOOSE FIELD

insurance1 ▼

CHOOSE FIELD

--Select Field-- ▼

OPTION

-- ▼
 --
 +
 -
 *
 /
 =

Apply Logic

- Select Operator From Option Dropdown.

- Do same Procedure for another field and Click On Apply Logic Button It will Display Comparison Logic.
- H
e

Comparison Logic

The screenshot shows a configuration interface for comparison logic. It consists of four input fields arranged horizontally, containing the text 'insurance', '-', 'Retrun', and '='. Below these fields is a blue button with the text 'Apply Logic'.

1

1

Show How Comparison Logic has been created.

- Click On Proceed To Next For Next Procedure.

COMPARASION LOGIC HOME - COMPARASION LOGIC

ADD COMPARASION LOGIC

CHOOSE SECTOR
Insurance

CHOOSE CATEGORY
ICICI Insurance

CHOOSE FIELD **OPTION**
insurance1 +

CHOOSE FIELD **OPTION**
Retrun =

Comparison Logic

insurance + Retrun =

Apply Logic

Click On Proceed to next for next procedure.

PROCEED TO NEXT

- Here Upload Csv file of your Particular.

CSV UPLOAD HOME > CSV UPLOAD

CSV UPLOAD

SECTOR
Insurance

CATEGORY
ICICI Insurance

CSV FILE
Choose file csv_file.csv UPLOAD

RECONCILIATION

Upload csv File with the field you have created

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- Here it shows csv File format.
- Right now we have two field insurance1 and return so we include 2 column of data in csv file.

	A	B	C	D	E	F	G	H	I	J
1	2000	400								
2	10000	5000								
3	2000	25000								
4	3000	1000								
5										
6										
7										
8										
9										
10										
11										
12										
13										
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30										
31										

- When you upload csv file only after that Reconciliation Button would be unable before that it remain disable

The screenshot shows the 'CSV UPLOAD' page. At the top, there is a green banner that says 'CSV Uploaded Successfully!!!'. Below this, there are two dropdown menus: 'SECTOR' with 'Insurance' selected and 'CATEGORY' with 'ICICI Insurance' selected. Under 'CSV FILE', there is a 'Choose file' button with 'No file chosen' text and an 'UPLOAD' button. At the bottom, a green 'RECONCILIATION' button is circled in red, with a red arrow pointing to it from a red text annotation that reads: 'uploading csv File only after that Reconciliation button would be unable'.

- By clicking on Reconciliation It redirect to Reconciliation Report page which display total lost or total profit you have earned.


The screenshot shows the 'Reconciliation Report' page. The title is 'Reconciliation Report' and the date is 'Date: 2017-03-23'. The report is for 'ICICI Insurance'. It contains a table with the following data:

Total insurance1 (-)	17000
Total Retrun (=)	31400
Total Loss	-14400

There is a 'Print' button at the bottom left of the report area.


- You can also create print copy by clicking on print button.

Reconciliation Report

 Reconciliation

ICICI Insurance

Total insurance1 (-)	17000
Total Retrun (=)	31400
Total Loss	-14400


 Print

Click On print Button to Generate print copy of reconciliation report

- Generated Reconciliation Report.

23/03/2017

RECONCILIATION

 Reconciliation

Date: 2017-03-23

ICI Insurance

Total insurance1 (-)	17000
Total Retrun (=)	31400
Total Loss	-14400

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