

User manual explaining the functions of the Smart Real Estate Program dotcom

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1- Login screen for the Smart Real Estate Program

To access the smart real estate program, you should enter your username, password, and Choose the standard login language (Arabic - English) -

2- Monitoring Dashboard Screen

- Display statistics of all current rental contract cases that have been operated on the property management system.
- The ability to search for a property and select the unit number to open a current or previous lease contract or create a new contract
- The ability to search for a tenant by name or mobile number and view all contracts registered under their name.
- The ability to search for all daily operations within a specific time period.
- The follow-up panel automatically displays all daily operations resulting from users' tasks during their daily work.
- The dashboard can display only the desired data for review, excluding others to facilitate inspection, auditing, and daily work monitoring.
- The ability to view certain data with important details that the user wishes to review through a link to access the source of the information.
- The ability to view statistics in graphical form to monitor the progress of operations in accordance with workflow and management requirements.
- The ability to control the display and review of results, statistics, and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made according to user permissions

3- Notification and Monitoring Screen

- Automatically, the screen displays all incoming checks that have been recorded in contract payments or received for any purpose, and a notification is given on the due date for their collection throughout the day, week, month, and year. Upon collection, the notification is removed from the monitoring screen, and this process repeats automatically.
- The notification screen displays all deferred cash payments that have been recorded in contract batches and have not been collected. Automatically, they appear in the notification on their due date for collection over the course of the day, week, month, and year. Upon collection, they disappear from the notification and follow-up screens, and this process repeats automatically.

- The ability to view the details of due payments of both types, check or cash, each in the designated screen for monitoring the collection process according to the nature of each transaction and executing the collection in accordance with the actual operation of the system.
- The screen displays all issued checks that have been cashed to their beneficiaries automatically. They appear in the alert with the due date for cashing throughout the day, week, month, and year. When collected, they disappear with the alert and follow-up screen.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

4- Tenants' liability Screen

- The ability to search for a tenant by name or mobile number to view and review the details of the debt as it was in the actual operation of the processes.
- The ability to use the debt screen to carry out collection operations and pay due payments in the form of checks or cash, and issue and print payment vouchers.- The ability to search generally through the display screen function to help access and display more search results.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

1- First: Real Estate Module

The smart real estate management system has been designed to include the following types (buildings, villas, traditional houses, commercial shops, commercial warehouses, and lands), and these types are recorded in the system to simulate the actual reality of the property with all the details that can be recorded.

1- Property screen functions

- Registering and constructing the property as per the actual reality from official government documents, with all details such as (owner – emirate – area – street – property name – number of floors – types of units – property number – building permit – some municipal data – recording notes general information).
- Creating a special account number for each property in the accounts directory and recording it under the asset account to facilitate tracking the financial transactions that occurred on it.
- The integrated smart real estate system is designed to divide property management into three types of operations management (rental, sale - investment).
- The smart real estate system is designed to calculate the revenues and expenses for each property based on the cost centre to process the net income during its operating period.
- The property screen contains a set of sub-screens to encode the information that assists in recording the operational data in the property configuration.
- The screen contains an electronic archive to save all property-related documents in (JPG - PDF) format and to document property documents.
- The ability to conduct a general search for all properties through the search screen, review all results, and then display the required data.
- The system is designed to divide the property complex into a set of sectors to simulate reality, with the division into sectors (A-B-C) and the repetition of unit numbers.
- The ability to register and construct units for each property by selecting (the floor, then the type, then the sector, and then entering the unit number as in the actual reality and adding it. Thus, all units of the property are built in the same way until the registration of the entire property is completed, thereby simulating the actual reality of the property.
- The possibility of adding a new owner for one or more units within a property. The system automatically transfers the units to the new owner for operation and follow-up.
- All units are registered and constructed with the same numbers and floors to simulate the actual reality of the property, facilitating the management of all different operational processes.
- The possibility of merging one or more units to create a single rental contract with merged units, with the option to revert to the original property configuration after the rental contract ends.

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- The system automatically displays the units on the property registration and construction screen in several different images to facilitate and clarify the status of each unit according to the procedure as follows.
- The black gear icon indicates that the unit needs to register data and information to describe it as it is in reality and prepare it for rent.
- The red colour means that when the unit's data is added and saved, the unit's colour changes from black to red, indicating that the unit is vacant and ready for rent.
- The green color means that a new rental contract has been created for the unit, or it has been renewed or extended. The system automatically changes the colour from red to green.
- The alternating green and red colours mean that the rental contract is nearing its expiration, with the duration specified by the user for notification through the operational settings.
- The combination of green and red means the rental contract has ended and the contract has not been renewed, to alert the status through the operating settings.
- The yellow color means that the unit is either under maintenance or vacant, to indicate the status through the operating settings.
- The orange colour means that the unit is reserved for another tenant after the current contract ends, to indicate the status through the operating settings.
- The black gear icon means that the unit has a rental complaint for unpaid dues, to alert the status through the operational settings.
- Two arrows above the unit indicate that it is a combined unit, allowing for the merging of multiple units and the creation of a single lease contract for the combined units.
- When clicking on any unit, the type of the unit is displayed as described in the unit registration.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

2- Villa complex screen

- The screen operates in the same way as the property registration system, which was previously explained in terms of data and information input logic.
- The possibility of registering individual and grouped villas according to the geographical location of each villa's construction, simulating the actual location.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

3- Arab House Screen

- The screen operates in the same way as the property registration, which was previously explained in terms of data and information input logic.
- The ability to register individual and grouped houses according to the geographical location of each villa's construction, simulating the actual location.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

4- Shop & Store display screen

- The screen operates in the same way as the property registration system, which was previously explained in terms of data and information input logic.
- The ability to register separate and grouped stores according to the geographical location of each villa's construction, simulating the actual location.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

5- Warehouses display screen

- The screen operates in the same way as the property registration system, which was previously explained in terms of data and information input logic.
- The ability to register individual and grouped plots according to the geographical location of each villa's construction, simulating the actual location.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

6- Land screen

- The screen operates in the same way as the property registration system, which was previously explained in terms of data and information input logic.
- The possibility of registering separate and grouped lands according to the geographical location to build each villa as a simulation of the actual real location.
- The ability to control the display and review of results and data through the work permissions of each user.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

❖ Explanation of the steps and method of work from the list of available property categories and types (buildings, villas, traditional houses, shops, plots, lands)

- 1- The property design is displayed in order of floor number and includes unit numbers to Simulate reality. When clicking on a unit, its type is displayed.
- 2- When selecting a unit, the system automatically transitions to the control and operation options Screen, where the Functions will be explained as briefly as possible.
- 3- The automatic unit data registration changes from the rotating gear icon to red upon saving, Indicating that the unit is ready for the rental process.
- 4- Unit revenues and expenses display all contracts concluded by the unit during the operating Stages and the resulting return after processing the revenue and expenses.

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5- Lease contracts are among the most important screens in the system and are considered the Backbone of the property management program. They contain a very large set of vital tasks and Functions in managing and organising lease contracts, as well as handling many diverse cases Prevalent in the operation and management of the property system.

Explanation of the functions (cases) of the rental contract

- 1- New is used when creating a lease contract for a vacant unit being rented for the first time, and New automatically appears pre-filled with data for entering payments and saving.
- 2- Renewal is used when the term of the new contract ends, and upon selecting renewal, the Automated system prepares the contract data for entering the renewal contract payments.
- 3- Extension is used when the term of the new or renewed contract ends, and the tenant and the Landlord agree to extend the contract for a period determined according to the system's Allowance settings.
- 4- Settlement is used when the tenant requests to exit the contract before the end of the term, and The system manager's previously specified settings allow for a settlement.
- 5- "Exit" is used when the tenant exits a lease contract after its term has ended in all cases, and the Unit becomes vacant and ready for a new lease contract.
- 6- Reservation is used when the tenant requests to reserve an unoccupied or rented unit to create A rental contract on a date agreed upon by both the property manager and the tenant.
- 7- The complaint is used when the tenant fails to pay the debt. The complaint screen is opened, and A rental case is recorded, going through all its stages until closure.
- 8- Cancellation is used when the tenant requests to cancel the lease contract before moving into The unit, provided that the system settings allow for the cancellation request.
- 9- Renewal notification is used when the lease contract is about to expire, and selecting it Automatically displays the Media options to send an email, WhatsApp, or text message.
- 10- All previous contract cases are subject to control and oversight in the execution of operations through the **pre-configured** and adjustable settings of the system administrator.

❖ Explanation of the functions, characteristics, and components of a lease agreement

- 1- Title bar options: (Change the status of a new rental contract to renewal) (Renew a new contract

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- Or renewal) (Create new) (Save and modify data) (Update data) (Return to the previous screen)
(Option to print the rental contract) (Option to print a Tax invoice and a non-tax invoice upon request)
- 2- The first party displays the owner's data and the user who created the contract. The contract is Reviewed and audited, with the authority resting with the system manager, who can approve, Accept, or reject it, select the date, and record the reason for the chosen status. The status Appears on the follow-up board for review by users.
- 3- The second party, the tenant, involves selecting the tenant and searching for the type of tenant (Individual, company, government entity). Then, choose the tenant if they are already Registered or registered a new tenant from the coding mark. If the tenant is an individual, there is
- The possibility of registering the data using the identity card.
- The possibility of changing the tenant's name with the permission of the system administrator, And it should only be with the system administrator due to its sensitivity, who can grant it to Whoever he wants.
 - The ability to display the selected tenant's debt for the second party to audit and verify the Absence of previous debts and the financial status to complete the contract.
- 4- The rented unit's data is presented with all the details as recorded and built, and some Important functions are available, which are explained as follows
- the ability to price or change the price of the unit before creating the rental contract for those Who has the authority to change the unit price?
 - The possibility of selecting linked units for the same tenant to connect to the current unit, such as
- When linking a unit with a parking space, each has an independent contract and account.
- The possibility of selecting free units linked to the same tenant to connect to the unit, such as Linking a unit with a free parking spot under the same rental contract.

Explanation of the contract duration details and rental value.

- The rental value of the unit appears automatically from the unit pricing, and the pricing value in the contract cannot be changed unless there is a change in the unit data or unit pricing.
- The duration of the contract (year – month – day) must be recorded, and then the start date of the contract is selected. The system automatically records the end date of the contract minus one day. The monthly rent and daily rent values are also displayed.
- The system automatically does not calculate tax if the unit type is residential, and if the unit type is commercial, tax is calculated and deducted from the contract value.
- The possibility of applying a discount to the contract value, provided that the reason for the discount is recorded, and the user must have the authority to apply the discount to do so.
- The possibility of rounding the contract value for small amounts and decimal fractions so that it becomes a whole number, making the collection process easier.
- The possibility of recording contract notes and selecting a date to remind the user of the note, which will appear on the follow-up board for review by users.
- Payment methods include (adding rental contract payments), (saving payments), and (printing payment installments). The method for creating contract payments is as follows.
- Recording the payment amount, then selecting the payment due date, then choosing the type of payment (advance payment – installment – tax payment), and finally selecting the payment method (cash – check – visa – bank transfer).

Explanation of payment method functions in the contract

- Cash Payment Method: Specify the payment amount and due date, choose the payment type, and then add it to the contract payments. The collection can be done later.
- Cash payment: When reviewing a previously paid tenant receipt, it can be used to automatically pay an installment of the contract. The payment is linked to the receipt.
- The possibility of issuing a collection receipt of the settlement type for payment (cash, visa, bank transfer) to settle more than one payment in more than one contract. When paying an amount from the settlement receipt, the remaining balance for another payment appears, and the receipt remains visible under the tenant until the settlement receipt amount is paid, and its balance becomes zero.

- The previously issued settlement document for payment methods (cash, check, visa, bank transfer) automatically links contract payments to the settlement document through accounting entries.
- When cash payments are added to the contract with a later due date and have not yet been collected, they remain pending in the tenant's debt and appear on the payment reminder screen.
- The payment method "Check" screen automatically qualifies to record check details: specifying the amount, due date, payment type, mandatory check number, mandatory check bank account, mandatory check bank, optional check image, and then adding the payment to the contract payment installments, and so on for the remaining installments.
- When the user records the check details in the contract and saves it, the automated system updates the check details in the following: incoming checks release, incoming checks portfolio, check collection alerts, tenant account, without user intervention. This is done to circulate the data and facilitate supervision and follow-up.
- The ability to view the check image when creating check data and inserting the image into the payment, which appears in the chequebook and tenant account for documentation.
- The possibility of recording a check in the incoming checks screen for the tenant, and in the contract, the possibility of viewing the tenant's checks and selecting a check to make a payment in the contract. The check can be divided into more than one payment in more than one contract, and when the check is collected, the system automatically collects the payments linked to the check.
- The possibility of collecting rental contract payments by check on the contract screen or collecting them through the incoming check holder both serve the same purpose.
- The payment method via Visa on the screen automatically qualifies to register Visa details, specifying the payment amount, due date, payment type, selecting the bank name where the payment was made, the transaction number from the automatic payment device, and then adding the payment to the contract payment installments, and so on for the remaining payments.

- The payment method "bank transfer" screen automatically qualifies to record the transfer details, including specifying the payment amount, due date, payment type, selecting the name of the bank to which the transfer was made, the automatic transfer operation number, and then adding the payment to the rental contract payments, and so on.
- Payment via Visa or bank transfer is automatically added to the rental contract, linked with the receipt, payment, and accounting entry.
- Payments for a lease contract cannot be made at a date later than the date of processing Visa and bank transfer payments, provided that the payment is made on the transaction date.
- The ability to modify contract payment data at any time, provided the user has the authority to make changes without any liability on the system.
- The system does not allow modification of a payment that has been collected. Modification is possible only if the accounting entry and the collection receipt are deleted; in this case, the system allows modification.
- The possibility of deleting a payment from the contract and entering one or more replacement payments of any type according to the agreement, provided that the total value of the payments equals the value of the contract.
- The deleted payment is retained by the system in the deleted payments section below the contract for auditing and monitoring the accuracy of the action taken.
- The automated system does not allow saving the contract if the payments do not equal the value of the contract. The condition for saving is that the value of the payments must exactly equal the value of the contract.
- The possibility of reviewing and paying any type of installment from the contract. When selecting an installment for collection, the system automatically displays the installment data on the voucher screen according to the type of each installment. The user only needs to review, modify, and save. The system automatically creates an accounting entry and updates the installment status in the contract.
- The ability to print contract payments in detail according to the type of payments, and the print report is handed over to the tenant to document the payment process of the contract.

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- The possibility of printing the rental contract with the same details as the current design, with the option for development and modification based on the system manager's requirements for a software request.
- The possibility of printing a tax invoice for the contract with the specifications of the tax invoice for the tax authority, with the option for development and modification as well.
- All payment details automatically appear in the tenant's account statement from the system, allowing for management, tracking, and facilitating the payment of due amounts.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

Explanation of the lease extension function-

- The possibility of extending the lease for a period determined by both parties, in accordance with the system's settings for duration and number, after which they can either exit or renew.
- The system administrator can set extension limits in terms of duration and the number of extensions allowed according to the work policy.
- When the contract status changes to extension, the automated system displays a confirmation message, and upon approval, the contract is prepared for the extension by showing the current or new rental value if the price has changed. Then, the number of extension days is entered, and the system automatically displays the start date of the extension from the original contract end date, the extension end date, and the extension value. Payments are added in the same way as the original contract creation and saving, with the possibility of modifying the duration and payments as per the agreement.
- The contract extension and addition of payments are done in the same manner as the original contract in terms of the nature of payments, settlement, and restrictions until the end of the extension period.
- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

Explanation of the function of contract appendices

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- The contract appendices list was designed to manage all the requirements for different types of additions to the lease agreement in accordance with property management and company policy.
- The ability to code the list of addition types in the contract from the contract screen. The possibility of recording all additional items and linking them with numbers in the accounts directory, allowing the repetition of a specific addition item according to work needs, and flexibility in usage for modification, deletion, and operation, subject to authorisation.
- The items are added from the additions list with the date and value to the contract annex, and the process is repeated until all items are added to the contract annex.
- **Payment installments for the contract annex items are added by selecting the payment method and then choosing the payment details, which is the same process as adding contract installments.**
- Condition when adding supplementary payments: choose the same name as the added item and match the payment with the item for correct computer processing as designed
- Insurance payments in the lease contract enabled the system to implement a mechanism for returning the insurance payment to the tenant upon contract termination, provided that all debts are settled. A link to the insurance return voucher appears next to the insurance payment, and the user determines the method of returning the insurance to the tenant in accordance with property management and company policy.
- Processing the contract annex is handled programmatically in the same way as contract payments in terms of addition, payment, and automatic recording until all procedures are completed.
- All payment details automatically appear in the tenant's account statement from the system to facilitate the follow-up for collecting due payments from the user.
- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made only with user permissions.

Real estate module operation execution screens

Explanation of the unit data screen function

- 1- Registering unit data as per the content and details on the screen, with the possibility of recording available data and later updating it when it becomes available.
- 2- Flexibility in modifying and deleting unit data in accordance with the operation and management of the system, which is designed to simulate the reality of property design.
- 3- The property rental system is designed into two types (residential - commercial), with the possibility of activating the tax system for either of them, subject to the tax authority's law.
- 4- The possibility of determining the annual maintenance amount for a unit, called the maintenance limit, and the system does not allow exceeding this limit when issuing a payment voucher during the year.
- 5- The possibility of adding additional features to a unit that differ from other similar units and adding a price for the features that are added to the approved rental price.
- 6- The possibility of allowing the creation of a new lease contract in case the unit has operational restrictions resulting from a lease contract that is under a rental dispute and in process.
- 7- The possibility of uploading all images of the unit with details and displaying them in real estate marketing to facilitate the speed of agreement procedures and the creation of a lease contract.
- 8- The possibility of applying the same unit data registration to all units similar in shape, type, and details for the same building, and saving it.
- 9- The possibility of deleting a unit that was mistakenly added to the property, provided that the unit does not have a rental contract in the system.
- 10- The ability to control the display and review of results and data through the work permissions of each user.
- 11- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

Explanation of the unit pricing screen function

- 1- The screen operates under the management of the system administrator, with the possibility of

- Granting unit pricing permissions to users according to the company's preferences and policies.
- 2- The system maintains a record of unit pricing according to the date and rental value of the unit, With the ability to view all rental prices for the unit from the record.
 - 3- The screen grants the system administrator the authority to review rental prices (approve, Reject, modify) for the user who set the prices.
 - 4- The ability to modify and delete unwanted pricing data by the authorised personnel designated By the system administrator.
 - 5- The ability to control the display and review of results and data through the work permissions Of each user.
 - 6- All system operations are monitored by the computer from the moment users log in until them Log out, and any modifications are made only with user permissions.

Settlement of the lease contract and the tenant's exit

- 1- Enabling the system administrator to specify the flexible time period allowed for settling a lease contract before the contract's end date from the operational settings.
- 2- When selecting the settlement of a contract, the system verifies the allowed settlement date specified in the operational settings. If it matches the specified period, the settlement is processed; if it does not match the specified period, the rental contract cannot be settled.
- 3- When selecting the settlement date for a lease contract, the system performs the following operations
 - Calculating the total value of the period spent on the contract in months, days, and tax if the contract is commercial
 - Calculating the total amount the client paid during the period they spent on the contract, and the difference between them will be either a debit or a credit.
 - The possibility of charging the contract with some expenses, fines, fees, maintenance, and the possibility of discounts, and settling the total value.
 - The system displays an automatic receipt voucher icon if the value is positive and displays a payment voucher icon if the value is negative.

- 4- The system automatically calculates the difference between the lease contract value and the settlement value. If the difference is negative, a reverse accounting entry is made to reduce the lease contract liability and the tenant's liability in accordance with the actual reality and to achieve the cost centre accounting mechanism.
- 5- The possibility of recording all notes as well as the unit's expenses resulting from the settlement to create an expense voucher from the screen.
 - The system automatically operates after the settlement by terminating the contract, the tenant's departure, and preparing the unit for a new rental contract.
 - The ability to print the settlement report for approval and documentation between the two parties of the contract.
 - The ability to control the display and review of results and data through the work permissions of each user
 - All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made only with user permissions.

Functions of old contracts

- 1- Registering old unit contracts from the paper archive and converting them into the electronic real estate system.
- 2- The possibility of recording and collecting payments for old contracts as they were in reality, so that they reflect on the revenues of the units.
- 3- Processing the collection of old contracts retroactively does not affect the accounting of new contracts for the same units.
- 4- The possibility of recording details for old contracts, such as (maintenance, uncollected debts – complaints etc.)
- 5- The ability to follow up on old contract debts to remind for collection and to handle the accounting aspect computationally upon collection.
- 6- Control over the display and review of results and data through the work permissions of each user.
- 7- All system operations are monitored digitally from the moment users log in until they log out, and any modifications are made only with user permissions.

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Contract complaint functions

- 1- Registering a rental contract complaint (commercial - residential) in accordance with the Procedures of the Rental Disputes Committee when filing a complaint.
- 2- Recording all administrative expenses related to the complaint and paying them with an Expense voucher, charging them to the tenant.
- 3- Recording all stages of litigation and archiving documents and memoranda to follow up on the The case until the final judgment is issued.
- 4- The tenant is required to pay the judgment amount and close the case after completing the Payment and vacating the unit.
- 5- The possibility of not allowing the creation of a new lease contract for the unit during the Litigation phase until the case is closed.
- 6- From the contracts complaint screen, the ability to create a payment voucher and a receipt Voucher according to the nature of the transaction.
- 7- Control over displaying and reviewing results and data through the work permissions of each user.
- 8- All system operations are monitored electronically from the moment users log in until they log off, and any modifications are made only with user permissions.

Maintenance screen functions

- 1- Recording a maintenance task for a property or unit in the following statuses (New – In Progress – Completed – Rejected – Cancelled)
- 2- The ability to upload photos of issues that need maintenance for documentation and follow-up during the execution of maintenance tasks.
- 3- The ability to code maintenance items and tasks and modify them to facilitate their inclusion during registration and tracking of task completion.
- 4- The possibility of recording and describing the problem in as much detail as possible to facilitate the follow-up and the maintenance executor in performing the task efficiently.
- 5- The ability to register and select maintenance companies when assigning them maintenance tasks, based on the type of work task.

- 6- Monitoring maintenance tasks and supervising both completed and uncompleted ones by following up on the system's work procedures to make decisions.
- 7- The ability to record all expenses incurred during the execution of maintenance tasks, which include (expense name – attaching a photo of the item or service invoice – value – tax – the ability to charge the expense to (the owner or the tenant).
- 8- Upon completion of the maintenance task, the ability to record a completion message for the maintenance task and send a message (WhatsApp, SMS, and Email).
- 9- The ability to dispense maintenance supplies from the inventory module available in the system through inventory item dispensing orders.
- 10-The ability to specify the individuals authorised to dispense maintenance supplies through the system administrator's permissions.
- 11-The screen contains a report that displays all maintenance cases that have been performed on the unit when the unit is selected for viewing.
- 12-The maintenance screen contains a search engine for easy and quick information retrieval, displaying results, and making decisions.
- 13-Control the display and review of results and data through the work permissions of each user.
- 14-All system operations are monitored digitally from the moment users log in until they log out, and any modifications are made only through authorised permissions.

Functions of the maintenance companies' contract screen

- 1- The possibility of recording annual maintenance contracts between the property management
The company and various maintenance companies are tracking the contract in terms of payments.
- 2- The contracts screen includes a search engine for easy and quick information retrieval,
Displaying results and making decisions.

Functions of the maintenance companies' invoice screen

- 1- The ability to record invoices issued by property maintenance companies in the system and track their payment according to due dates.

- 2- The ability to record the details of the incoming invoice from the maintenance companies, including items and services, to match the original invoice.
- 3- The ability to load the items of the maintenance invoice received from the maintenance companies onto the property or unit facilitates the flexible distribution and allocation of costs.
- 4- The ability to add, modify, or delete the content of the invoice items to meet operational needs and requirements with user permissions.
- 5- The maintenance invoice has been linked to the expense voucher to load the expense items as they were in the actual reality during the implementation stages of the property's maintenance.
- 6- The maintenance invoice screen contains a search engine for easy and quick information retrieval and displays results for auditing and follow-up.
- 7- A special report for maintenance invoices has been designed in the reports list to track the outstanding and settled amounts to facilitate the auditing and follow-up process.
- 8- Control over displaying and reviewing results and data through the work permissions of each user.
- 9- All system operations are monitored electronically from the moment users log in to the moment they log out, and any modifications are made only through authorised permissions.

Functions of the utility bill

- 1- The possibility of coding a list of services that the property management can offer to tenants consists of additional services outside the scope of the lease agreement. These services are paid and are valued according to the type, nature, and value of each service. They are optional services requested by the tenant in exchange for their payment.
- 2- The service coding screen allows for the registration of the service name and price, with the option to modify them upon entry to align with business needs.
- 3- The ability to add items to the service invoice using the registered service code or by browsing and adding items to facilitate the creation of the invoice.
- 4- The possibility of recording the service invoice on the tenant and the unit to which the service revenue is to be charged, in addition to the rental contract revenue.
- 5- Linking the service invoice to the collection receipt of type (cash, check, visa, bank transfer) and charging the unit the revenue value of the service execution.
- 6- The ability to search and review both tax-type rental contract invoices alongside service invoices according to the desired selection and display.

- 7- The possibility of linking the payment of the service invoice to a receipt for the same client that was previously collected and appears in the client's account, allowing the invoice to be paid.
- 8- The service invoice has been processed for tax purposes by applying the tax authority's law and linking it to the emirate to facilitate the details of issuing the tax declaration.
- 9- The ability to print the service invoice as well as the tax lease contract, both of which can be exported to PDF files for documentation and work requirements.
- 10- Control over displaying and reviewing results and data through user work permissions.
- 11- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made through permissions only.

Check Module

Functions of the Check Editing Screen:

- 1- The possibility of recording an incoming check between the debtor and creditor, including the check number, account number, check amount, due date, etc., etc., as per the screen details.
- 2- Recording an issued check between the creditor and debtor, check number, account number, check amount, due date, etc. And so on, as per the screen details.
- 3- When a check (incoming or outgoing) is recorded, it automatically appears on the check alert screen with the due date for notification and collection follow-up using all available methods.
- 4- The ability to record check notes, the recipient's name, the receipt date, and print a receipt for the check received from the tenant for documentation purposes.
- 5- The ability to search and view checks (incoming and outgoing) by tenant name, check number, and bank account, and display the required data within a specified time period.
- 6- The ability to view deleted checks (issued and received) in the search screen and display check data within a specified time period.
- 7- Control over displaying and reviewing results and data through user work permissions.
- 8- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made only through permissions.

Functions of the Incoming Check Holder Screen

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- 1- When a check is recorded in the system, it automatically appears in the incoming checks folder with details under the title "Received Incoming Check" or "Received Under Collection."
- 2- The employee receives the checks and deposits them into the company's treasury or the owner's treasury through the tracking mechanism in the system, which determines the current location of the checks.
- 3- The incoming checks are alerted from the check alert screen with the actual due date, followed by a deposit for collection under the name "bank deposit for collection."
- 4- If the bank sends a notification of check collection, the employee collects the checks in the system, and a collection voucher and accounting entry are automatically created.
If the bank sends a notice of a returned check, the employee will return the check to the register under the name of returned checks and communicate with the tenant.
- 5- If the tenant replaces the returned check with another check, the previous process is repeated until collection or a request to cancel the check and pay the check's value by any other payment methods: cash, bank transfer, or Visa.
- 6- If the tenant refuses to pay the value of the bounced check, a rental complaint will be filed for the amount, and legal procedures will be followed according to the system, which is called a check complaint.
- 7- The possibility of receiving a check in advance from a tenant without a lease agreement, provided that the check is linked to the lease agreement when the contract is created, and it is called a check without a contract.
- 8- The ability to search in the chequebook screen for all tenant checks to facilitate system users in tracking and monitoring all tenant checks.
- 9- If old contracts from previous years were recorded in the system before the program was implemented, and the payment method was checks, this is referred to as the old contract checks status.
- 10- The ability to track and search in the incoming check register screen for (tenants – check number – check category (payments – insurance – temporary) check status (received – treasury deposit – bank deposit – bank collection – returned – cancelled – complaint – all tenant checks –

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checks without a contract – old contract checks). The search can be conducted for all previous statuses from the contract start date, as well as within a specific time period, to obtain the necessary information.

- 11-When a check is deposited in the bank for collection, the system automatically ensures that the check does not appear on the check alert screen, and it does not appear in the check alerts during collection.
- 12-The system allows the user to cancel the collection of a check that was mistakenly collected. The system will cancel the accounting entry and the collection receipt, and the status will revert to the bank deposit.
- 13-When the check is returned and received from the bank for any reason, the system automatically displays the check again on the check alert screen for tracking and follow-up on collection.
- 14-In the event of a check being returned by the bank, the screen provides the option to record status notes for follow-up with the tenant until a method of debt repayment is reached.
- 15-The ability to revert to a previous state of the check, as mentioned earlier, in case of an error in execution, to simulate the actual reality in tracking check movements.
- 16-The ability to view the image of the check resulting from the input when recording the check data, and the ability to view the contract in which the check was recorded for auditing.
- 17-The ability to print all tenant checks from the incoming checks screen, along with issuing a comprehensive, detailed report of the checks in the general reports list.
- 18-The system does not allow the cancellation or deletion of a check from the incoming checks register if it is recorded under a payment in the lease contract. To do this, the payment check must be cancelled first from the lease contract. Additionally, the system does not allow the recording of a cancelled check payment in the payments of another lease contract for the same tenant.
- 19-The possibility of collecting a single check linked to a set of payments for a group of contracts for the tenant, so that when any payment from the check is collected, the check and all payments

are collected with a single receipt and a single entry with the same total check value, and the receipt number is linked to all payments.

20-Control over displaying and reviewing results and data through user work permissions.

21-All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made only through authorised permissions.

Functions of the issued check register screen

- 1- When a check is issued from the system, it automatically appears in the check register with details under the title "Issued Checks under Collection."
- 2- The issued checks are notified from the check notification screen with the due date for collection under the name "Check in the Bank for Collection."
- 3- If the bank sends a notification for the collection of checks, the employee collects the checks in the system automatically, creating the collection voucher and the accounting entry.
- 4- If the bank sends a notification of a returned check, the employee will return the check to the register under the name of returned checks and process the return financially.
- 5- If the returned check is replaced with another check, the previous process is repeated until collection or a request to cancel the check and pay the check amount by any payment method.
- 6- The ability to search in the chequebook screen for all issued checks to facilitate the system user in tracking and following up on issued checks for payment.
- 7- The ability to search in the issued checks screen by (clients – check number – check category (payments – insurance – temporary) check status (received – treasury deposit – bank deposit – bank collection – returned – cancelled) and also to search for all the previous statuses within a time period to reach the information.
- 8- When issuing a check in favour of the client or tenant, the system automatically displays the check in the check notification screen, and when depositing it in the bank, it does not appear in the check notifications.
- 9- The user can cancel the collection of a check that was mistakenly collected for someone else, and the system automatically cancels the accounting entry and the collection receipt.

- 10-When a check is returned by the bank for any reason, the system automatically displays the check on the check notification screen again for follow-up and collection.
- 11-The ability to revert to a previous state of the mentioned check case if it was executed incorrectly, to simulate the actual reality in tracking check movements.
- 12-Control over displaying and reviewing results and data through permissions from the system administrator in user operations.
- 13-All system operations are monitored digitally from the moment users log in until they log out, and any modifications are made through permissions only.

Function of the screen for printing issued checks settings

- 1- The possibility of designing the check printing layout through the screen contents to match the design of checks issued from the company's bank account.
- 2- The possibility of inserting the image of the bank check to be designed using the controls available on the screen to reach the desired design.
- 3- The ability to design check printing easily in Arabic and English, adjust and save the settings once, and then print the checks.
- 4- Flexibility and complete control over all design content to meet and align with the professional printing of bank checks without text errors.
- 5- I have the option to issue a check, specify the issuing bank, and request the check to be printed. The system prints it on the check paper inside the printer.
- 6- The issued checks with serial numbers that have been printed successfully cannot have their serial numbers printed again for the same check and account number.
- 7- All system operations are monitored electronically from the moment users log in to the moment they log out, and any modifications are made only through authorised permissions.

The function of the daily check delivery report.

- 1- Deposit all received checks in the possession of system users with the system manager or general manager, according to the company's procedures and policies.
- 2- Document the receipt of checks by the representative and deliver them to the concerned person, and follow up on the tracking of the checks when tracking and enquiring about them.
- 3- This report is issued based on the property management policy in executing the procedure, with documentation of the process by the signatures of all parties mentioned in the report.
- 4- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made only through authorised permissions.

Real Estate Module Codes

Employee screen function

- 1- The integration between the real estate program and the UAE ID card reader device has been Completed the extraction of data from the smart chip of the ID card.
- 2- The ability to register employee data by using the ID card to extract the available data from the Employee's smart chip.
- 3- There is a large set of fields on the screen that the system user can use to record and update data
According to the nature and policy of the administration.
- 4- The ability to control the screen through the save, add, edit, search, deactivate, and all functions
Subject to permissions.
- 5- The screen contains an electronic archive for storing employee documents in formats such as (.jpg -. PDF) with display and update permissions

Explanation of the user screen function

- 1- The system has been built to allow the registration of an unlimited number of user groups, and Under each group, users can be registered.
- 2- "System flexibility" in the ability to increase the number of user groups according to the nature

Of the company's work, work policies, and distribution of permissions.

- 3- The possibility of registering an unlimited number of users under the name of each group, with Permissions are being assigned only to the group's users.
- 4- The system administrator is the only one authorized to distribute permissions according to the Nature of each group's work in executing operational tasks under the user's name.
- 5- The ability to control certain functions when creating a new user, allowing them, and no one Else, to work on (storage - login language -). etc.)
- 6- The ability to control the screen through (saving, editing, deleting, searching, deactivating), and All are subject to the permissions manager.

The function of the owners' screen

- 1- The screen consists of three categories of owners: (individual owner, company owner, Government entity owner, and each type has its own specific data.
- 2- There is a large set of fields on the screen that allows the system user to record data according to the nature and policy of the company.
- 3- The ability to control the screen through save, add, edit, search, deactivate controls, all subject To Permissions.
- 4- The possibility of linking the owner's account with the bank account and tracking the owner's Financial transactions, with the ability to create multiple owners for each property.
- 5- The possibility of adding a commission percentage in case the system is used in real estate Brokerage companies are to calculate the commission value resulting from the operation.

The possibility of linking an owner to their properties. Another owner can be linked to one or more Units within the first owner's property, and the system handles the processing.

- 1- The screen contains an electronic archive for storing owners' documents of this type. JPG -. PDF) with display and update permissions
- 2- The screen contains a search engine where data can be browsed by type, name, and mobile, and The desired search results are displayed.

The function of the tenants' screen

- 1- The screen consists of three categories of tenants: individuals, companies, and government entities, each with its own specific registration data.
- 2- Integration has been completed between the real estate program and the UAE ID card reader to extract data from the smart chip of the ID card.
- 3- The possibility of registering individual tenants' data using the ID card by extracting the available data from the smart chip of the ID.
- 4- There is a large set of fields on the screen that allows the system user to enter data according to the nature and policy of the company.
- 5- The ability to control the screen through save, add, edit, search, and deactivate controls is subject to permissions.
- 6- Enabling the linking of the three types of tenants with account numbers in the accounts directory is essential for creating account entries resulting from transaction recording.
- 7- The possibility of banning a tenant in the third category if they show problems in dealing and are not adhering to the payment rules and policies of the real estate company.
- 8- The screen contains an electronic archive to store tenant documents of the type (. JPG - . PDF) with display and update permissions
- 9- The screen contains a search engine that displays data through filters for type, name, and mobile, and shows the desired search results.

Functionality of the Suppliers Screen

- 1- The screen contains two categories of suppliers (individuals – companies), and each type has its Specific data for registration for use in purchases and services.
- 2- The screen contains a set of fields that allow the system user to record the available data according to the nature and policy of use.
- 3- The ability to control the screen through save, add, edit, search, and deactivate controls. All of them are subject to user permissions.
- 4- Suppliers must be linked to the account directory numbers so that the automated system can create accounting entries when saving purchase and service transactions.
- 5- The screen contains an electronic archive to store supplier documents of the type (. JPG - . PDF) with display and update permissions

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6- The screen contains a search engine that displays data through filters for type, name, and mobile, and shows the required search results.

Function of the Maintenance Companies Screen

- 1- The screen contains two categories of companies (individuals – companies), and each type has its specific data for registration to use in service requests.
- 2- The screen contains a set of fields that allow the system user to record the available data according to the nature and policy of use.
- 3- The ability to control the screen through save, add, edit, search, and deactivate controls. All of them are subject to user permissions.
- 4- Maintenance must be linked to the account directory numbers so that the automated system can create accounting entries when saving maintenance service operations.
- 5- The screen contains an electronic archive to store documents of maintenance companies in the format of (.JPG, PDF) with display and update permissions.
- 6- The screen contains a search engine that displays data through filters for type, name, and mobile, and shows the search results to be executed.

Functions of the buyers' screen

- 1- The screen consists of three categories of buyers: individuals, companies, and government entities, and each type has its own specific data for registration.
- 2- The real estate program has been integrated with the UAE ID card reader to extract data from the smart chip in the card.
- 3- The ability to register individual buyers' data using the ID card by extracting the available data from the smart chip of the ID.
- 4- The screen contains a set of fields that allow the system user to enter data according to the nature and policy of use.
- 5- The ability to control the screen through save, add, edit, search, and deactivate controls is subject to user permissions.
- 6- The ability to link the three types of buyers to account numbers in the accounts directory to create the accounting entries resulting from operational processes.

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- 7- The possibility of banning a buyer if there is a desire to stop dealings for any reason, according to the laws and policies of the real estate company management.
- 8- The screen contains an electronic archive to store buyers' documents in the format of (. JPg - . JPg - . PDF) with display and update permissions
- 9- The screen contains a search engine where data can be viewed by type, name, and mobile, and the search results can be displayed as required.

The function of the visitors' screen

- 1- The screen consists of three categories of visitors: individuals, companies, and government entities, each with its own specific data configuration.
- 2- The real estate program has been integrated with the device that reads UAE identity data by extracting data from the smart chip of the card.
- 3- The ability for visitors to register their data themselves by logging into the website and creating an account to take advantage of what is available in the store.
- 4- There is a large set of fields on the screen that allows the system user to enter the missing data according to the requirements.
- 5- The ability to control the screen through the save, add, edit, search, and deactivate all controls is subject to permissions.
- 6- The possibility of linking the three types of visitors to account numbers in the accounts directory to create the accounting entries resulting from the transactions.
- 7- The possibility of converting the visitor into a buyer if the purpose of the transaction is purchase, and also converting them into a renter if the purpose of the transaction is rental.
- 8- The possibility of banning a visitor in the third category if they cause problems in the transaction and do not adhere to the rules and policies of the real estate company.
- 9- The screen contains an electronic archive to store buyers' documents in the format of (. JPG). JPg - . PDF) with display and update permissions
- 10- The screen contains a search engine where data can be viewed by type, name, and mobile, and the search results are displayed as required.

Functions of the permissions screen

- 1- The screen operates on two main lists: the user group list, which includes the users under it, and the system components content items list.
- 2- The system administrator's ability, through permissions, to assign tasks to each group name, under which only its users fall, and so on with the other groups.
- 3- Enabling the system administrator to activate permissions for each user group at the level of each command in the program to execute the required tasks.
- 4- Each list in the system contains a set of control and execution commands, and each command is subject to a different activation permission.
- 5- Each group of users can view the screens they are authorized to work on and restrict access to other screens that they are not permitted to enter.
- 6- Ease and flexibility in selecting and distributing permissions through the design of flexible and organized menus for the program and the method of content display for task distribution.
- 7- The user cannot perform any operation on the system without authorization and permission from the system administrator, with the possibility of deactivating any user.

Secondly: General Accounting Module

The accounting module has been designed and developed based on the latest advancements in accounting sciences for managing complex administrative business systems, from the initial creation of account entries to the completion and issuance of financial reports. One of our main goals in building the accounting module is to simplify complex processes and transform them into simple operations that an ordinary user can handle by entering basic data. The automated system then takes over to create accounting entries automatically based on the input data, relying on pre-set entry configurations by the company's accountant in the system settings, without the need to create entries manually. This ensures that the module meets the company's requirements and needs and complies with local accounting laws and standards derived from the principles and organizational structure of global accounting sciences.

Function of the account directory screen

- 1- The chart of accounts has been designed flexibly to serve the activities of real estate companies of various types, taking into account the principles and accounting rules in building the structure of the chart, with attention to precision in creating and organizing the sub-accounts for each main account (assets, liabilities, revenues, expenses).
- 2- The chart of accounts is designed to operate on four analytical levels for each account, which are (Main - Sub - Branch - Analytical).
- 3- The chart of accounts is designed to work and process the use of multiple currencies using conversion transactions for each operation in a different currency.
- 4- The chart of accounts is designed based on the principles of logic and flexibility, allowing the system administrator to create the chart of accounts in accordance with business requirements.
- 5- Flexibility and ease of creating sub-accounts, modifying them, and copying data to create a new account at the same level to facilitate account creation.
- 6- Flexibility and ease in defining the type and nature of each account's work, whether it is (debit, credit, closing, bank, and tax – active – inactive).
- 7- The ability to search and review accounts by account number, account name, level, or group, and display the desired results.
- 8- The ability to export the chart of accounts to an Excel file for review and to ensure that the chart of accounts has been constructed in a manner that meets business needs.
- 9- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made with user permissions.

Financial year screen function

- 1- The possibility of choosing the following financial periods: week, month, quarter, half-year, when creating the financial year.
- 2- The ease of creating financial periods, starting from an opening period and financial periods of choice, followed by a settlement period and a closing period.
- 3- The ability to modify financial periods, provided they are open, allowing for the creation of entries on them, while closed periods cannot have entries created on them.
- 4- The ability to link a specific user to the financial period so that they can exclusively create manual adjustment entries, such as profit distribution and other entries.
- 5- The ability to search for financial years, review results, display details of financial periods, and control the activation of these periods when creating entries.
- 6- All system operations are monitored digitally from the moment users log in to the moment they log out, and any modifications are made with user permissions

The function of the budget screen

- 1- The possibility of recording accounts that are subject to expenditure control when creating the accounting entry, so that it does not exceed the allowed expenditure limit.
- 2- The possibility of creating a budget estimate during the fiscal year with a verification feature (monthly – annually) and execution procedures (warning – stop – disable).
- 3- When recording an account in the estimated budget and specifying the expenditure amount, the system automatically displays the total value of the account entries and the difference between them.
- 4- The ability to record notes on each account and receive alerts through the supervision and follow-up panel for operations management according to work requirements.
- 5- The ability to search for estimated budgets, review results, display account details, movement values, and control their operation.
- 6- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

Function of the daily journal screen

- 1- The accounting system is designed to automatically create accounting entries when saving various financial transactions in all operations of the automated system module.
- 2- The automated system does not allow the creation of unbalanced entries resulting from financial transactions, provided that the debit and credit in the entry are equal.
- 3- The journal template system has been designed to create automated entries, and the templates are prepared once and can be modified as needed.
- 4- The system user can prepare journal entry templates according to the nature and needs of the work, and the automated system executes them automatically upon saving.
- 5- The automatic entry is executed when the user saves the data in the receipt or payment voucher, creates a rental contract, or performs financial transactions in the system.
- 6- The general accounting system is designed to rely on cost center accounting for all operations that inherently involve both revenue and expense.

- 7- The structure of the accounting entries was designed with types such as (journal entry, receipt entry, payment entry, opening entry, adjustment entry, closing entry).
- 8- Different types of accounting entries have been designed with the capability to create an independent serial number for each type, differing from one another for ease of auditing and follow-up.
- 9- When creating the automatic entry resulting from financial transactions, the details of the financial periods, the reference number of the transaction, and the entry description automatically appear, etc.
- 10- The ability to code the subject of the entry is chosen when creating the entry, and the subject is followed up according to the company's requirements and the handling of accounting matters.
- 11- The possibility of creating an accounting entry under review, which, depending on the work requirements, is unbalanced and cannot be posted to the accounts until it is balanced.
- 12- The system is designed so that when creating the automatic entry resulting from transactions, it displays some important information in the entry details to facilitate auditing and follow-up.
- 13- The ease of creating manual accounting entries as needed by the work, by selecting all entry data through smart search, facilitating the process, and speeding up completion.
- 14- When creating the accounting entry, there is the option to select the cost center and allocate the cost to achieve the principle of actual revenue for financial operations.
- 15- The automated system has been designed to create copies of the current entry data to create a new entry with modifications to meet the requirements and facilitate the process.
- 16- The automated system was designed to handle the posting of entries, and upon posting, the entry is locked and cannot be modified unless the posting is reversed.
- 17- The ability to search for records with all search parameters, review the results, and display details to facilitate accurate auditing and follow-up.
- 18- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made within the user's permissions.

Function of the audit screen

- 1-The journal entry audit screen searches for unbalanced entries or entries with notes in the subject for review and necessary actions.
- 2-The journal entry audit screen searches for and displays entries that have discrepancies, are unbalanced, and have subject notes, while balanced entries do not appear.
- 3-The screen is designed to monitor all entries resulting from various financial transactions, as well as manual entries from system users.

The function of the journal entry posting screen

- 1- I designed the journal entry posting screen to search for all types of entries created in the system, both automated and manual entries.
- 2- All types of entries are processed in an automated manner, and the entries are closed without allowing any modifications, preparing for the year-end closing process.
- 3- The ability to reverse the posting of any entry and make the necessary adjustments to it in accordance with work, auditing, and follow-up requirements.
- 4- The ability to search for a specific type of records within a specified time period, display the results, and then request the migration of the records with ease, and complete the task.
- 5- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

End-of-year closing screen function

- 1- The automated system is designed to execute the following when selecting the financial year to be closed, choosing the new financial year, and selecting the closing process:
- 2- The automated system performs the financial year-end closing in a matter of seconds and creates a closing entry for the previous year and an opening entry for the new year.
- 3- The automated system, through the closing process, rotates the accounts according to their nature so that they reflect on the balance and the final budget.
- 4- The automated system was designed with the capability to reopen the financial year after closing it in case of any errors in the closing balances or for any other administrative reason.
- 5- The possibility of making the necessary and required adjustments to balance the accounts by system users, verifying them, and then re-closing the year as before.

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6- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

General Ledger Module: Sub-ledgers and Vouchers

The function of the box screen:

- 1- The possibility of creating all funds, safes, and bank accounts according to the company's requirements in accordance with the actual reality and the chart of accounts.
- 2- The ability to choose the type of treasury and create the treasuries needed by the company, such as cash, petty cash, advances, owner, etc, etc.)
- 3- The ability to choose the type of bank and create all bank accounts for the company and activate payment methods (check, Visa, bank transfer).
- 4- The possibility of enabling a main account to be selected as the default when executing transactions, with the option to change it manually or replace it with an alternative standard account.
- 5- The possibility of creating an old account to settle old financial transactions before activating the current system without affecting the current accounts.
- 6- The possibility of deactivating the treasury or bank account by selecting the "inactive" option for any reason. Possibility of reactivation again.
- 7- The possibility of linking and operating a specific cash register with a user who is the only person responsible for executing the transactions of this cash register.
- 8- All bank accounts and cash registers created by system users are linked to the account numbers in the chart of accounts.
- 9- The ability to search for safes and banks using search criteria, view results, and display details to facilitate the review of creation and modification.
- 10- All system operations are monitored by the computer from the moment users log in to the moment they log out, and any modifications are made with user permissions.

The function of the storage switching screen

- 1- The ability to transfer financial amounts between stores and simulate the actual reality of the company's daily operations, and work on adjusting the balances of stores and banks.

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- 2- The automated system creates the accounting entry for the transfer process when the user saves the transaction without user intervention in creating the entry.
- 3- The screen is subject to review and auditing by the system manager or the authorized person. And it is recorded under the username of the person who executed it.
- 4- The ability to search for transfer operations between stores and banks with search parameters, review the results, and display details for auditing.
- 5- The transfer between the storages cannot be deleted before deleting the associated accounting entry first. The ability to view deleted operations by authorized personnel.
- 6- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

Receipt voucher screen function

- 1- The screen performs all financial collections using various collection methods (cash, check, visa, bank transfer).
- 2- When creating a receipt voucher, there is an option to select from the list the type of category to be collected from, and through this, a list of names associated with the same type appears. Additionally, there is an option to select the collection treasury from a list to issue the receipt voucher and receive the revenue in the treasury to be collected.
- 3- The automated system creates the accounting entry for the receipt operation when the user saves the operation without any intervention in creating the accounting entry.
- 4- The screen displays a link to the accounting entry for the voucher and another link to the transaction that caused the creation of the voucher, to facilitate tracking and auditing.
- 5- All data and information from the various collection vouchers are automatically filled in by the system, allowing the user to review the data and then save it.
- 6- The possibility of collecting other revenues that appeared in the real estate management system, where the system enabled the coding of all other types of revenues that appear later.
- 7- The possibility of canceling a collection voucher if necessary. The system maintains the appearance of the voucher number in the list of vouchers, marked as canceled and cannot be modified. The system automatically creates a reverse payment voucher for the receipt voucher and a payment entry according to the type of voucher (cash, check, visa, bank transfer) in the same treasury. This is an automated process and is called (reverse entry for the receipt entry creates a payment entry upon cancellation).

- 8- The ability to display all canceled vouchers for auditing and review, and they cannot be deleted after cancellation, as the system does not allow modification of the transaction.
- 9- A receipt voucher of any type cannot be deleted; the accounting entry must be deleted first, and then the deletion can be executed. This is a system procedure and verification. When the receipt voucher is deleted, its sequence number disappears from the list of vouchers. The voucher can only be displayed in the search for deleted vouchers.
- 10- The automated system displays all deleted vouchers of all types in the search and allows for reviewing and auditing the voucher data.
- 11- The ability to conduct a general search for all types of collection vouchers with search filters, review the results, and display details for work auditing.
- 12- All system operations are monitored electronically from the moment users log in to the moment they log out, and any modifications are made only through authorized permissions.

The function of the cash voucher screen

- 1- The screen facilitates debt repayment using all different payment methods, such as cash, check, Visa, and bank transfer.
- 2- When creating a payment voucher, there is an option to select from the list the type of category for which the payment is intended. From this, a list of names associated with the same type appears. Additionally, the cash register for the payment can be selected from another list to issue the payment voucher and settle the debt from the desired cash register.
- 3- The automated system creates the accounting entry for the disbursement process when the user saves the operation without intervening to create the disbursement entry.
- 4- A link to the accounting entry for the disbursement and another link to the transaction that caused the disbursement to be created appear on the screen to facilitate tracking, auditing, and follow-up.
- 5- All data for the payment voucher of different payment types is automatically filled in by the system; only the user needs to edit, review, and save.
- 6- The automated system displays all deleted vouchers of all types in the search and allows for reviewing and auditing the voucher data.
- 7- The possibility of canceling a payment voucher, if necessary, the system maintains the appearance of the voucher number in the voucher list marked as canceled and cannot be modified. The system automatically creates a reverse receipt voucher for the payment voucher and a receipt entry according to the type of voucher (cash – check, visa – bank transfer) in the same treasury. This is an automated process called (reverse entry for the payment voucher creates a collection entry upon cancellation).

- 8- The possibility of displaying all canceled vouchers for auditing and review, and they cannot be deleted after cancellation, as the system does not allow modifications to the transaction.
- 9- The automated system displays all deleted vouchers of all types in the search and allows for reviewing and auditing the voucher data.
- 10- A payment voucher cannot be deleted in any form; the accounting entry must be deleted first, after which the deletion can be executed. This is a system procedure and verification. When the payment voucher is deleted, its sequence number disappears from the list of vouchers. The voucher can only be displayed in the search for deleted vouchers.
- 11- The ability to conduct a general search for all types of payment vouchers with search filters, review the results, and display details for work auditing.
- 12- All system operations are monitored by the computer from the moment users log in to the moment they log out, and any modifications are made with user permissions.

Expense voucher screen function

The screen is designed to manage and process all types and categories of expenses as they occur in daily business operations. The screen was developed with many functions and capabilities to perform its work with exceptional efficiency by categorizing expenses as available in the system, with the ability to flexibly modify the content in accordance with the methods and types of disbursement, allocating costs to the expense item, and achieving the company's management policies and plans.

- 1- Categorizing the expense item into three lists: (category – type – description), with each list containing a set of items that can be modified.
- 2- The ease and accuracy in searching for the category, type, and description of the expense, and the selection to create the expense voucher and execute the disbursement process as it is in reality.
- 3- A disbursement list has been created containing a set of categories: (Property – Tenant – Employee – General Expenses – Bank Commissions – Maintenance Companies). All of them have been programmed with a design according to each type and linked to the added expense items to meet their purpose and operational needs.
- 4- The ability to create an expense voucher for a property or a separate unit and allocate the cost, as well as the ability to add more than one expense item for a single expense category.
- 5- It is important that when creating an expense voucher and allocating the expense value to the property's cost center, the property's name must be selected from the expense list, provided

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- that all added expense items pertain only to the property and its units. Upon saving, an accounting entry is automatically created to allocate the expense to the property.
- 6- The expense list has been programmed so that when selected, it displays the related data to facilitate data entry, speed, and accuracy in completing tasks.
 - 7- When selecting the expense category, the data associated with it is displayed, followed by the data related to the description to facilitate the selection of the expense item.
 - 8- The screen has been programmed with the feature that prevents the user from saving the voucher unless the necessary data, which must be recorded in the expense voucher details, is entered.
 - 9- The ability to record currencies and bank fees that the bank charges on the account so that the bank statement aligns with the actual reality.
 - 10- The automated system, upon saving the disbursement voucher, verifies that the entered voucher data is complete and logically consistent, and then saves it successfully.
 - 11- The automated system, upon saving, automatically creates the accounting entry linked to the voucher, and the entry link appears in the voucher, allowing the details to be displayed.
 - 12- When recording an expenditure transaction in the (Maintenance - Complaints - Settlement) screens, the link to the expense voucher screen automatically opens when the expenditure is selected.
 - 13- The possibility of canceling an expense voucher, if necessary, the system ensures that the voucher number appears in the voucher list marked as canceled and cannot be modified. And automatically, the system generates a reverse receipt for the expense voucher and a collection entry according to the type of voucher (cash, check, visa, bank transfer) in the same treasury. This is an automated process and is called (reverse expense voucher entry creates a collection entry upon cancellation).
 - 14- The ability to display all canceled vouchers for auditing and review, and they cannot be deleted after cancellation, as the system does not allow modification of the transaction.
 - 15- The expense voucher cannot be deleted in any form; the accounting entry must be deleted first, after which the deletion can be executed. This is a procedure and verification by the system, and

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when the expense voucher is deleted, the voucher number disappears from the list of displayed vouchers. They can only be displayed in the search for deleted vouchers.

16-The automated system displays all deleted vouchers of all types and allows for reviewing the deleted voucher data for auditing and verification.

17-The ability to search for expense vouchers of all types using search criteria, review the results, and display details for auditing and review.

18-All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

Third: Purchasing Module – Purchase Orders

Purchase Order Screen Function

- 1- The possibility of listing all the items to be purchased for operational needs and property and unit maintenance requirements, and recording a purchase order.
- 2- The possibility of pre-registering and coding items in the item card screen to facilitate their selection in the purchase order screen and expedite the process.
- 3- The ability to add and modify the purchase order with the requirements and needs of the work until it is completed and sent to the suppliers to request a price quote.
- 4- The ability to convert the purchase order into a quotation without reentering the data and waiting for price offers from suppliers to execute the purchase.
- 5- The ability to search for purchase orders of items using search criteria, review the results, and display details for work auditing.
- 6- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made according to user permissions.

Price display screen function

- 1- The possibility of converting the purchase order into a quotation and modifying it with operational and work requirements, saving it, and requesting quotations from suppliers.
- 2- Upon approving the quotation, the supplier is selected, quantities and final prices are adjusted, saved, and then transferred to an invoice for processing the purchases.

- 3- The possibility of creating a purchase invoice from the price quote with all details, with the option to modify it to match the original supplier's invoice.
- 4- The possibility of converting the quotation into a purchase invoice without reentering the data after approving the supplier's quotation and delivery.
- 5- The ability to search for item price quotes using search parameters, review the results, and display details for work auditing.
- 6- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made with user permissions.

The function of the purchasing screen

- 1- The ability to convert the quotation into a purchase invoice with the same details and allow modifications to match the supplier's purchase invoice.
- 2- The automated system, when registering purchase items, automatically generates a serial barcode aimed at tracking the item from its entry into the warehouse until its exit.
- 3- The possibility of designing the automatic barcode by the user, and the system applies the barcode format when purchasing items.
- 4- The possibility of disabling the automatic system in applying the barcode serial and using the printed barcode serial on the item according to the user's preference.
- 5- The possibility of purchasing an item with a single serial number and also purchasing multiple items with a serial quantity, according to the nature of the item in warranty, storage, dispensing, and operation.
- 6- The ability to track all movements of the item from purchase through storage and issuance using the associated barcode serial when purchasing the item.
- 7- The system is programmed to work flexibly in implementing tax laws, deductions, and changes in tax rates according to the tax authority's decisions.
- 8- The user ensures that the invoice details are correct and can post the invoice to the selected warehouse for storage, and the system automatically creates the entry.

- 9- The automated system does not allow modifying the invoice after posting. The posting must be reversed first, then modifications can be made, and the posting must be done again after reversing and modifying.
- 10- The possibility of recording the payment of the invoice in installments according to the agreement on the value and payment date, and a reminder on the payment date of the installment payments.
- 11- The possibility of recording the loading of purchased items with transportation, shipping expenses, and all administrative fees until they reach the company's warehouse.
- 12- The ability to search for a purchase invoice using search criteria, review the results, and display details for auditing and work follow-up.
- 13- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

The function of the purchase returns screen

- 1- The possibility of returning purchased items via the barcode serial, displaying all item details, supplier information, purchase price, and quantity in the return.
- 2- It is necessary to post the returns of purchased items so that they are deducted from the inventory balance, and the supplier is charged the value of the return, which will appear in their account statement.
- 3- The automated system performs all financial and accounting processes resulting from the return posting by creating the return entry and handling tax adjustments, etc. Etc.
- 4- The ability to search for purchase item returns with search criteria, review the results, and display details for auditing and follow-up.
- 5- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

The function of issuing a stock item.

- 1- The possibility to choose the type of expenditure (property, unit – facilities) and the required items for maintenance work is provided, with the cost being charged.
- 2- The option to choose the category of expenditure (tenant, employee, or owner) where the tenant bears the cost of the item. The employee is responsible for maintenance. The owner bears the cost.
- 3- The ability to dispense items via barcode scanning or by searching for the item in the inventory and selecting it for dispensing.
- 4- The necessity of posting the item issuance order so that it is deducted from the inventory balance and the cost of the issuance is automatically charged to the system.
- 5- The automated system performs all financial and accounting processes resulting from the posting of the disbursement order and the creation of the disbursement entry until the end of the execution process.
- 6- The ability to search for item disbursement orders using search criteria, review the results, and display details for auditing and follow-up.
- 7- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

Function of the return order screen

- 1- The possibility of returning an item issuance order through the barcode serial, displaying all item details, specifying the quantity returned from the issuance, and saving.
- 2- It is necessary to post the returned order so that it returns and is added to the inventory balance as it was originally.
- 3- The automated system performs all financial and accounting processes resulting from the posting of the returned item order by creating the return entry and doing what is necessary.
- 4- The ability to search for returned item orders using search criteria, review the results, and display details for auditing and follow-up.
- 5- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made according to user permissions.

Fourth: Warehouse Module

Warehouse screen function

- 1- The possibility of coding warehouse names in accordance with the nature and method of storing inventory items and the company's policy for easy storage and dispensing.
- 2- The possibility of linking the warehouse screen with the warehouse account numbers in the chart of accounts to monitor the movements of each warehouse account, including the entry and exit of items.
- 3- The ability to select a default main warehouse, and the other warehouses are chosen when recording item purchases, with the items being automatically transferred to the selected warehouse.
- 4- The ability to deactivate a specific warehouse according to the system manager's requirements, with the option to reactivate it later and allow modification of warehouse names.
- 5- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made according to user permissions.

The function of the item card screen

- 1- The item coding is designed into three sections: (category – type – description). The item name is composed as follows: first, we register the category names, then select the category and register the type names under it. Each type is then selected, and its name and description are recorded, thus forming the full item name.
- 2- The purpose of dividing the item name is to facilitate and speed up registration, as well as to accommodate the large number of diverse items with different names within the same category and type.
- 3- The ability to easily code item categories and modify them, as well as code types under the categories, activate them, and deactivate them.
- 4- The items have been classified into two types (Product - Raw Material), and each is essential in defining the item during purchase for easy access and dispensing.

- 5- The ability to code types and units of measure for purchasing items, item sizes, country of origin, and select the storage warehouse to define the item.
- 6- The ability to set a minimum stock level for an item, enabling the automated system to alert for purchasing the item when the stock quantity falls below the required level.
- 7- The possibility of adding an image of the item upon registration to identify it if the names are similar but the shape differs, distinguishing it from others.
- 8- The cost of items has been programmed based on the average price principle, and the automated system calculates the average cost for each item after its purchase.
- 9- The ability to search for categories, types, and items using search criteria, review results, and display details for auditing and follow-up.
- 10- All system operations are monitored electronically from the moment users log in until they log Out, and any modifications are made with user permissions.

The function of the opening balance screen

- 1- The possibility of recording all available balances in the actual location of the company's warehouses after inventorying them, verifying their existence, and preparing the item data.
- 2- The possibility of recording all items after inventorying them in the opening balance with the same design and inputs as the opening balance screen to facilitate tracking.
- 3- The automated system automatically assigns a barcode to each item, with the option to select the supplier's name, the purchase invoice number, and the purchase date, if available.
- 4- To register the item, you can search for it if it has been previously registered and select it. If it has not been registered before, it will be registered only once.
- 5- Selecting the item in the opening balance, we add the quantity, then add the price, the total appears automatically, then add the item, and so on for the next one.
- 6- After all the items are entered in the opening balance, we save and then post them to load the balances into the item store for dispensing.
- 7- The possibility of recording inventory items in two ways: (Quantity System – Single Item System). The Quantity System allows for recording a single item in large quantities and linking it

to a single barcode. The single-item system is linked to only one barcode according to the work and operational requirements.

- 8- The ability to search for the opening balance using search parameters, review results, and display details for auditing and follow-up.
- 9- All system operations are monitored electronically from the moment users log in until they log out, and any modifications are made with user permissions.

Function of the balance adjustment screen

- 1- The ability to view a stock item through a barcode search, displaying the item with all its details. The available stock balance in the warehouse can be adjusted; if the actual inventory count is higher, the item is increased by the same amount, and if it is lower, the item is decreased by the same amount to balance the warehouse.
- 2- After adjusting the inventory of the item to the actual available quantity in the warehouse, the data is transferred to adjust the warehouse and the available balances of the actual items.
- 3- The ability to search for balance adjustments using search criteria, review the results, and display details for auditing and follow-up.
- 4- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

The function of the receiving screen for an inventory item

- 1- The ability to search by item code or the associated item barcode during entry. The automated system tracks the item's movement throughout the entire system and displays item details, which include (item category – item type – item description – available stock in the warehouse – average price – expiration date). It then tracks the item's movement in the entire system as follows (opening balance – balance adjustments – purchase invoice – purchase returns – issuance orders – return of issuance orders) and displays the item's data at any of these stages it went through from entry to exit.
- 2- The details of the item's movement are displayed on the screens mentioned as follows (invoice – supplier – date – quantity – price - etc.)

Function of the inventory item balance screen

- 1- The screen tracks the movement of the item from the moment it is registered in the system from any of the input screens to the warehouse, as well as the dispensing process.
- 2- The ability to search for the item using search parameters, review the results, and display all item movements and the available stock in the warehouse.
- 3- The ability to display the balance of item movements resulting from purchases only, and the ability to display the results from purchases along with the opening balance.
- 4- The ability to print the inventory item balance as a report for auditing and tracking inventory movement.

Function of the item alert screen

- 1- The automated system alerts the reordering of items whose stock level has fallen below the required amount in the warehouse to restock them.
- 3- The possibility of directing the data resulting from the item alert screen to the purchase request and reordering it to cover the stock shortage and reorder point.

Inventory Movement Screen Function

- 1- The automated system tracks all items registered in the system in terms of entry and exit, and displays the available stock balance in the warehouse.
- 2- The automated system calculates the quantity of items that have left the warehouse in terms of value and the quantity of items available in the warehouse in terms of value.
- 3- The ability to print the inventory balance of the stock item as a report.

Employee Affairs Module

Function of the attendance and departure law screen

- 1- Recording attendance and departure settings for each employee according to the nature of each employee's work and the working hours set by the operations management.
- 2- The possibility of organizing employee shifts according to the administration, branch, and department, selecting the employee, and determining the start and end working hours throughout the day.

- 3- The possibility of dividing the daily work into (morning shift – evening shift) with start and end times for the morning shift, start and end times for the evening shift, and daily working hours.
- 4- The possibility of determining the allowed delay time at the beginning of the daily shift, as well as the allowed daily leave duration and the number of such leaves during the month.
- 5- The ability to search for the attendance and departure policy for employees with search criteria, review the results, and display details for follow-up.

The function of the daily attendance and departure screen

- 1- The possibility of coding types of attendance and departure movements in accordance with the company's policy, for example (on-time attendance – early attendance – late attendance without permission – late attendance with permission – on-time departure – early departure with permission – morning overtime – evening overtime, etc.). Etc.)
- 2- The screen records the entry and exit times in the format (minutes: hours: days), automatically calculates the number of extra hours, automatically calculates the hourly wage based on the salary, and then the value of the extra wage, with the possibility of describing the process in a way that suits the user's method and aligns with the management policy.
- 3- The ability to search for employee attendance and departure, with search parameters, result review, and detailed display for follow-up.

The function of the permission screen

- 1- The user has the option to submit a leave request specifying the department, start and end times, date, direct manager, and reason for the leave, and then wait for the administration's response.
- 2- The requests appear on the management follow-up board for review and to provide approval, rejection, or modification with reasons that align with the management policy.
- 3- The ability to search for employee leave requests with search criteria, review the results, and display details for follow-up and decision-making.

Employee leave screen function

- 1- The possibility of coding types of leave, for example, annual, sick, casual, etc., and also coding the source of the leave, such as department manager or administration.

- 2- The user's ability to submit a leave request with the following details (type of leave, start, and end - duration automatically calculated - explanation of the leave request - direct manager's decision). The leave request automatically appears in the tracking board, awaiting the administration's decision.
- 3- The automated system, when selecting the employee, displays the department and then the balance of accrued leave in the employee's account in days.
- 4- The ability to add a travel ticket account to the employee's leave, including ticket details (description, date, value – creating a payment voucher).
- 5- The ability to search for employee vacations using search criteria, review the results, and display details for follow-up and administrative decision-making.

Employee Leave Balance Screen Function

- The possibility of recording employee leave balances is in accordance with the employment contract and the agreement between the two parties. It involves determining the year the leave begins, then the annual leave balance, and describing the process. The stipulated duration applies to subsequent years, with the possibility of modification as agreed by both parties.
- The ability to search for employee leave balances with search criteria, review results, and display details for follow-up and implementation.

The function of the payroll structure screen for employees

- The possibility of calculating the annual service bonus based on the number of days, as well as calculating the number of absence days during the year, which are automatically deducted from the bonus amount.
- The possibility of implementing this law or developing its execution procedure in line with the management's policy to achieve the desired goal.
- The possibility of coding salary components in accordance with management policy, such as (Basic salary – allowances – bonuses – incentives – benefits, etc.). ...etc.) With the possibility of modifying, activating, and deactivating them, all under the complete control of the user in terms of selection and execution.

Employee Contracts Screen Function

- 1- The ability to code the contract status (under test, temporary, overtime, permanent) and also to code the contract type (fixed, indefinite)
- 2- The user can select the employee from a list that automatically appears (nationality – position – salary – start date – contract start date – contract end date – contract release – contract notes – then follow up on the government procedures until the issuance of the employee's residence and the completion of the procedures).
- 3- The possibility of renewing the contract after its expiration, following the same governmental procedures, with the option to modify the data if necessary, according to the agreement of both parties.
- 4- The possibility of searching for employee contracts with search criteria, reviewing the results, and displaying details for follow-up and supervision.

Function of the employee salary details screen

- 1- The user can select the employee's name from the list and then choose the employment contract from the contracts list, automatically displaying the salary and contract value.
- 2- The salary items automatically appear as they were previously coded. Salary items for each employee can be recorded according to the agreement and management policy, ensuring that the total salary items equal the total contract value. Otherwise, the screen cannot be saved, with the option to easily modify the item values.
- 3- The ability to search for employee contract items using search criteria, review the results, and display details for monitoring and supervision.

The function of the employee bonuses and deductions screen

- 1- The possibility of coding types of additions and deductions in accordance with management policy, such as (overtime – incentive – achievement bonus ... etc.), and deductions such as (absence – tardiness – negligence The user selects the type and records the operation with the value determined by the management.
- 2- The automated system, when selecting the type of transaction and then the employee, automatically displays (employee salary – daily wage – hourly wage). Then, by specifying the

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day and hour, it automatically calculates the value of the days and the value of the hours, from which the total value for the deduction or addition is derived.

- 3- The ability to determine the number of installments for the deduction or addition between the employee and the company, save it, and display it in the form of installments defined by the payment periods, either as a receipt or payment, depending on the nature of the transaction, with the possibility of modifying it according to new procedures between the two parties.
- 4- The ability to search for additions and deductions with search parameters, review the results, and display details for follow-up and implementation.-

Employee Loan Screen Function

- 1- The user can submit a loan request that includes (name, loan amount, reason for the loan, payment method, and date), and then save it. The request will appear in the tracking panel for the administrative decision of approval or rejection, along with the reason for the decision and repayment notes if the request is approved.
- 2- Upon approval of the loan amount by the administration, the disbursement voucher is automatically activated, and the amount is disbursed to the employee, along with the determination of the loan repayment method.
- 3- The ability to determine the number of loan repayment installments between the employee and the company, which are displayed as installments defined by the repayment periods through receipt vouchers from the employee's account. These can be paid either in cash or deducted from the salary, according to the agreement between the employee and the management.
- 4- The possibility of searching for employee loans with search criteria, reviewing the results, and displaying details for follow-up and execution.

Employee payroll disbursement screen function

- 1- The ability to select from the employee list the number of employees eligible for salaries in a flexible manner, and the employees are displayed with the value of their entitled salaries. The user can view the salary components of each employee according to the agreement contract from the automated system, which displays the following items: total salary with allowances and

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bonuses, total monthly additions, total monthly deductions, total monthly loans, net monthly salary, previous due amounts, total salary with arrears, and salary differences.

- 2- The user has the option to select the month for salary disbursement. The system automatically displays the totals of the previously mentioned items, and each employee can be displayed individually to verify the accuracy of the values. Then, the salary disbursement treasury (cash – bank) can be selected, and the operation can be saved with the possibility of modifying the data.
- 3- When the transaction is saved, the automated system creates the disbursement voucher data, and upon saving the disbursement voucher, the employee's salary disbursement entry is automatically generated.
- 4- The screen can display the details of salary items for review and to ensure that all values are correct and consistent with logic and actual reality.
- 5- The ability to search for employees' monthly salaries using search parameters, review the results, and display details for follow-up and auditing.
- 6- All system operations are monitored by the computer when users log in, make any changes to user permissions in the system, and even when logging out.

The function of the payroll report screen

- The payroll report in the system has been designed to comply with the requirements of the Wage Protection System and the bank system. After completing the payroll process, the automated system exports the payroll report with the details shown on the screen and sends it to the bank to execute the disbursement of employee salaries.
- When selecting the month date in the search, the report details are displayed as per the specified design, and it can be printed or exported to a PDF file.

Employee termination screen job

- The possibility of coding service termination methods, which are (cancellation of residency, resignation – employee dismissal, etc.), and also coding the disbursement of entitlements.
- When selecting the employee, the automated system automatically displays the termination data, which includes (branch – department – method of service termination – reason for termination – contract start date – service end date – duration of service – basic salary – end-of-service gratuity

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period – end-of-service gratuity value – deductions – loans – net entitlement – employee notes).

Then, the service termination is selected, and the payment voucher and accounting entry are created.

- The ability to search for employee terminations using search criteria, review the results, and display details for follow-up and completion of procedures.

System settings and text messaging services

Text messages

the function of the message screen

- 1- Templates for various types of messages (SMS, WhatsApp, and Email) have been designed, with the possibility of integration by developers. After providing the integration requirements for the media by the client, work will be done on integration and activation.
- 2- Message templates have been designed in two types: English and Arabic. The user can encode the content of the message templates, which consists of, first, the sending category, such as tenants, employees, suppliers, management, etc.. Secondly, selecting the language (Arabic/English). Thirdly, recording the message content to suit each target group and comply with the management's requirements.
- 3- The screen is designed to accommodate two tenant phone numbers and is compatible with sending emails and WhatsApp messages easily.
- 4- The ability to search for tenants and select the target, as well as choose the template of the ready-made message to be sent, with the flexibility to modify it before sending.
- 5- The sending of messages has been linked within the rental contracts to facilitate sending directly to the tenant in any of the three types.

The function of the system settings screen

- 1- Registering the company's data and branches with all screen details, including the ability to insert the logo, footer, and location on Google.
- 2- Registering the company's departments in accordance with management and operational requirements and the company's organizational structure.
- 3- Registering positions in accordance with management requirements and the company's structure.

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- 4- Registering the public and available banks in the United Arab Emirates to align with the registration of incoming checks from the tenants' banks.
- 5- Registering the cash registers and banks as per the actual reality and the requirements of the management and system administrator.
- 6- Registering nationalities to facilitate the selection of nationality when registering tenants, with the possibility of applying a nationality filter.
- 7- Categorizing and coding expense categories in accordance with the nature of the company's expenses and the ease of tracking the movement of each expense category.
- 8- Categorizing and coding types of expenses under expense categories for easy tracking of expense types.
- 9- Categorizing and coding the expense description under categories and types for easy tracking of expense description movements in the system.
- 10-Payment methods: The system is designed to work and integrate with multiple payment methods, four in total (cash, check, visa, bank transfer).
- 11-Types of payment: The system is designed to work and integrate with types of payment such as (advance payment – installment, tax payment – settlement).
- 12-Types of checks: The system is designed to work and integrate with types of checks, such as (outgoing check – incoming check).
- 13-The reason for the check: The system is designed to work and integrate with check reasons such as (payments, insurance – temporary).
- 14-Check cases: The system is designed to handle the following cases (receipt – deposit to owner's treasury – bank deposit – bank collection – return from the bank – check cancelation – check complaint – tenant checks – checks without a rental contract).
- 15-Cost Center: The system is designed to operate with a cost center allocation system for real estate rental operations (revenue and expense).
- 16-Types of maintenance: The ability to record maintenance activities performed on properties in accordance with actual conditions and work requirements.

- 17-The operation settings are among the most important screens of the program as they control the execution of system operation commands through flexible registration by the system administrator in accordance with management requirements and control and supervision of operations as follows:
- 18-Renewal before contract expiration (choose the duration). The selected duration controls the renewal period before the expiration of each contract in the system.
- 19-Notification period before contract expiration (choose the duration). The selected duration changes the unit's status between green and red for the notification.
- 20-Extension before contract expiration (choose the duration). The selected duration controls the extension period of the contract before its expiration for all contracts in the system.
- 21-Number of extensions (choose the duration). The selected duration controls the number of times the contract can be extended after its expiration for all contracts in the system.
- 22-Contract settlement (choose the duration). The selected duration controls the period for settling the contract before its expiration for all contracts in the system.
- 23-Early contract termination (choose the duration). The selected duration controls the period for early contract termination before its expiration for all contracts in the system.
- 24-Booking before contract expiration (choose the duration). The selected duration controls the booking period for a unit before the contract expiration for contracts in the system.
- Duration of the rent contract increase (choose the duration). The selected duration controls the
- 25-Increase in the rent contract value for all contracts in the system.
- 26-The percentage increase in the rental contract value (choose %). The selected percentage controls the increase in the rental contract value for all contracts in the system.
- 27-Terms and Conditions of the Contract: Recording the terms for each case of the contract, where the terms appear only for the selected case, or recording them generally for all cases, with flexibility in modifying the terms and controlling their activation and deactivation.
- 28-Terms and conditions of the service invoice: the possibility of recording terms that comply with the system administrator's requirements and are suitable for the invoice.

- 29-The property tax: The system is designed to apply the tax law to all system operations, both revenues and expenses.
- 30-The rental contract insurance is mandatory when renewing the contract (optional) and controls the inability to save the renewal of a rental contract without insurance.
- 31-Message settings allow for coding message templates in Arabic and English and selecting the target audience's language for preparation and sending.
- 32-Accounting entry settings are among the most important screens in the system, as they enable users and the system administrator to create entry templates, meaning setting up entries that fit and align with all financial operations in the system to create the entry during saving.
- The design and coding of the registration of all types of transactions in the system were carried out by the producing and developing company of the system.
- The types of entries (opening, daily, receipts, payments, adjustments, closing) were designed and coded by the producing and developing company.
- The description and explanation of the accounting entry in the system were designed, coded, and recorded by the producing and developing company of the system.
- The accounting entries were designed, coded, and created in accordance with the nature of each financial transaction, so that they reflect on the balances, the principles of accounting rules, and the movement of accounts in terms of revenue and expenses, and cost allocation to achieve the actual net income.
- The complex accounting entries that require loading cost centers onto the accounts to reach the actual revenue have been processed.
- The accounting entry templates have been programmed, integrated, and linked with the financial transactions throughout the entire system on all screens to perform the most important operation in the system. When a user saves any financial transaction in the system, the automated system immediately creates a balanced accounting entry with all the details, linked to the same transaction from which it originated. This is one of the key features that distinguishes us from others in this work.

The system has been developed to perform some control tasks on operations that were

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previously saved without creating an accounting entry upon saving and editing.

The system enabled the display of the accounting entry number for each financial transaction when reviewing financial movements in the search. Additionally, there is a filter to search for transactions that have been saved but do not have an accounting entry. When displaying the transaction and making an automatic modification, the system generates the entry.

The automated system was developed by searching for the types of financial transactions saved in the system, which are

33-(Contracts – Receivables – Disbursements – Expenses – Check Collections – All Different Payment Methods – Warehouse Transfers – Purchases – Purchase Returns – Warehouse Disbursements – Warehouse Disbursement Returns) and when selecting any of these items, choosing any financial period, selecting the status of uncreated entries, and choosing to create entries, the automated system will automatically create all uncreated accounting entries upon saving the operation.

If the system administrator wishes to delete all entries and recreate them, they can do so through the automated system by selecting all entries and the required time period. The automated system automatically searches for financial transactions and creates accounting entries without user intervention.

The automated system, upon completing the creation of entries within a specified time period, generates a report detailing all the different financial transactions for which it could not create accounting entries. The user must review the financial transactions or consult technical support to resolve the issue.

34-The tenant has the option to request additional services provided by the landlord, for which invoices are issued and paid by the tenant, in addition to the rent.

- Coding the additional services into flexible categories that can be classified according to the System administrator's preferences and the company's policy.
- Under each category, the names of the services provided by the property management are Recorded, and each service has its own unique and distinct nature.

- The possibility of linking all provided services to revenues in the accounts directory and Monitoring the return from their operation and their feasibility.
- 35-The color customization screen has been designed for control and flexibility in changing the appearance of the program's screens to suit the user's comfort.
- 36-Enabling the user to create a backup of the database at any moment with ease. The automated system executes this task in a few seconds by creating a backup file within the storage file for the database files on the computer's hard drive.

Seventh: Real Estate Marketing Module, the website and online store RealSmart.com

A simple, easy, and flexible website and online store have been designed and programmed to operate in both Arabic and English. It allows easy control over function settings and content for the front-end through the back-end of the smart real estate program with user permissions. Both the back-end and front-end can be managed with system administration permissions, and development on both interfaces can be carried out according to the requirements of the operations and system manager by the development management for study, analysis, and necessary development.

The ability to manage and monitor all units and display them for rent through the website of the Smart Real Estate Program.

- ✓ Offering vacant units of various types for rent through the online marketing website.
- The possibility of creating a preliminary rental contract by the tenant through their account on the online marketing website.
- The possibility for the tenant to follow up through the website for (account statement, maintenance, and contracts).
- Possibility of sending some notifications to the tenant on their personal account on the website.
- The possibility of activating approvals for certain rental procedures by the tenant for documentation and verification.
- Possibility of online payment upon meeting all electronic payment requirements by the first party.
- The possibility of creating an account for the owner and displaying the report and data that the owner needs to review periodically.
- Most of the content on the e-marketing website is subject to control from the user's operational

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version.

All content on the e-commerce website is subject to the system administrator's permissions for management and control of operations.

Managing the sale of properties and units through the website of the Smart Real Estate Program

registering the properties to be sold with all available details in the Smart Real Estate Program, including photos and videos.

Controlling the display of property images and videos through the user interface of the Smart Real Estate Program.

Possibility to track all website visitors with the ability to communicate with them through the site with information.

The possibility of creating a preliminary sales contract through the website to reach the final sales contract, according to the law.

The possibility of online payment through the website after providing the linking information from the first party.

The possibility of determining commissions for real estate brokerage between the seller and the buyer for each transaction conducted on the system.

The ability for the owner, buyer, and broker to view all procedures through admin privileges.

All real estate sales transactions are subject to the system administrator's authority for management, control, and monitoring of procedures.

Real estate brokerage through the website of the Smart Real Estate Program Dotcom

The study, analysis, and development of the first party's requirements for managing and executing the brokerage are carried out in accordance with the logic of real estate brokerage in the real estate sector and in compliance with the country's laws and procedures for managing this type of activity.

Eighth: Electronic Archive Module

The electronic archive works on registering documents of both types (images – PDF) and saves the data in dedicated files on the central server's hard drive, with the ability to view, download, upload, print, and handle the documents with ease and flexibility.

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- 1- The ability to code the types of documents that are entered in the archive screen to facilitate their identification and monitor the expiration date alert.
- 2- The archive screen displays the title of the main screen that saves the data within it to ensure the linkage of the entered data.
- 3- The possibility of recording the document name linked to the coded title with the document's expiration date, if it has an expiration date for notification and follow-up.
- 4- The possibility of entering documents with two types of file extensions (JPG, PDF) and displaying each document on the same input screen for review
- 5- The ability to add multiple documents, edit an added document, delete a current document, deactivate a document, and input flexibility.
- 6- All system operations are monitored by the computer from the moment users log in until they log out, and any modifications are made with user permissions.

Ninth: Reports Module:

A large set of smart reports has been designed to manage the content of the Smart Real Estate System Dotcom in terms of speed, flexibility, and efficiency in obtaining information from the database storage based on the movements and operations that have been carried out on the system. Therefore, various types of reports have been designed, including (statistical, alert, guiding, archival, documentation, administrative, procedural, financial, and final, etc.). Etc.)

Real Estate Report

The ability to search by (type – category – name – emirate – area – owner – tenant – mobile) to display the operational status results of the following units (vacant – rented – expiring soon – expired – reserved – maintenance – complaint). When selecting all properties in the search, the number of the specified cases mentioned above is displayed automatically, with the option to display data for each type separately when choosing to show details for each case, in accordance with the available data and information in the data storage tables.

- 1- **Contract Report:** The ability to search by (type – category – name – emirate – region – owner – tenant – unit category – status – date – contract number) to display the operational status results of the following units (new – renewal – extension – expiring soon – expired – settlement – exit – reserved – cancelation – complaint – old contracts). When selecting all properties in the search, the number of

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specified cases is automatically displayed, with the possibility of showing data and details of each type individually in accordance with the available data in the data storage tables. The results of the information display data reflect the operational data, enabling the system manager to monitor, audit, and make the appropriate decision.

2- Old Contracts Report: The ability to search by (type – category – name – emirate – region – owner – tenant – unit category – status – date – contract number) to display the operational status results of the following units (old contracts – contract expenses – unpaid amounts – complaints). When selecting all properties in the search, the number of cases is automatically displayed with the option to show data for each type separately, in accordance with the available data and information in the data storage tables. The results of the information display data reflect the operational outcomes, enabling the system manager to monitor, audit, and make appropriate decisions.

3- General Maintenance Report for Properties and Units: The ability to search by (type – category – name – emirate – area – owner – tenant – unit category – status – date – contract number) to display the maintenance status results of the following properties and units (new – operational – suspended – expired – rejected – canceled). When selecting all properties in the search, the number of cases is displayed automatically, with the option to show data for each type separately for each case in accordance with the available data in the data storage tables. The results of the information display reflect the operational data, enabling the system manager to monitor, audit, and make the appropriate decision.

4- Property Account Statement: The ability to search by (property type – property name – owner – time period) and when selecting all types or a specific type in the search filter, the data and information are automatically displayed based on the available transactions in the data storage tables as follows (unit number – floor – tenant – contract number – contract start and end – contract status – user – contract value – insurance – collection – expenses – net income). The revenue result reflects the actual operational reality, which depends on recording all the transactions that actually occurred on the property during system management.

5- Service Invoice Report:

- A report for invoices of additional service sales when renting a unit, which generates additional revenue for providing services. The report allows for the selection of (property category – property name – unit types – usage type – all contract statuses – contract start and end – tenant – owner – time period). Upon

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selection from the filter, the system automatically displays information reflecting the results of operations conducted during actual operation.

- The ability to print the report and export it to an Excel file, and view more details by opening the link to the available lease contract numbers in the report.

Contract Additions Report (Commissions and Insurance)

- The rental contract additions report is designed to search through a list of addition types and includes a search filter (contract, tenant, property name, owner, commission types, payment methods, commission payment status, and time period). Upon selection, the system automatically displays information reflecting the results of operations conducted during the process, demonstrating workflow efficiency, ease of tracking and auditing, and speed and accuracy in making the correct decision.
- The ability to print the report, export it to an Excel file, and view more details by opening the link to the available lease contract numbers in the report.

Financial operations report (revenues – expenses)

- The financial operations report is designed to display the results of the system's operation over a day or a specified period, including two main types: revenues and expenses. It uses filter lists: emirate, tax, non-tax, and time period. The report presents the results of financial operations, which include all types of lease contracts, contract additions, service invoices, other revenues, purchase invoices, purchase returns, and expenses. The automated system processes daily operational data and information, and the report concludes with the financial position of the operations over the day or period, facilitating the closing and posting of financial operations.

Account statements report

1- Daily Cash Report

- The report is designed to work on daily cash operations (revenues – expenses – financial transfers) through the output of movements in the cash register, enabling the user to view the details of financial movements for the day or period for all available cash registers and manage the account through user permissions.
- The ability to print the report, export it to an Excel file, and display more details through the operations link in the report columns to facilitate daily auditing.

2- Bank statement

- The report is designed to display daily financial transactions (revenues, expenses, withdrawals, and transfers) through the results of movements made by checks, Visa, and bank transfers, and to enable the user to view the details of the transactions for the day or period on the bank account and manage the account with ease and flexibility through user permissions. All bank fees and expenses were also processed in the same report design to achieve reconciliation with the bank statement report.

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- The ability to print the report, export it to an Excel file, and view more details through the operations link in the report columns to facilitate daily auditing.

3- Tenant account statement

The smart tenant account statement report was designed to display the financial transactions that occurred on their account, including the recording of debts and their settlement as follows:

- 1- The ability to search in the report by the tenant's name or mobile number and display the account statement details, which consists of two options (all contracts or one contract).
- 2- Tab-1: Display details of the contracts' debts by their numbers and a link to view contract details, as well as debt repayment, and a link to view repayment details.
- 3- Tab-2: A brief overview of the debt, payment method, and the amounts recorded in the client's account resulting from debit and credit financial transactions.
- 4- Tabah-3 Display of uncollected payments in detail and due dates to facilitate the follow-up of payment collections on due dates.
- 5- Tabah-4: Display the security deposit payments for rental contracts refunded to the tenant, as well as the return of security deposit payments to the tenant after exiting the contract.
- 6- Tabah-5: Display canceled and bounced checks to the tenant for review and follow-up, allowing decision-makers to determine whether to continue dealing with the tenant in the future or to impose a ban.
- 7- Tab-6: Displaying the payments and attachments of the tenant's rental contracts, showing paid and unpaid amounts with the option to pay them, and displaying and printing payment receipts.
- 8- Tab-7: the ability to display canceled contracts and payments, and the system stops collecting canceled payments so that the user cannot collect them.
- 9- Tab-8 When displaying the contract payments, it shows (contract start and end date - property name - unit number) to facilitate the inspection and auditing of the report movements.
- 10- The ability to print a tenant account statement report for a single contract or for all contracts as per the user's preference and document the details of transactions between the two parties.

4- Property Owner's Account Statement

- The account statement displays, when a time period is selected, all cash and bank balances, financial transactions with total debits and credits, and the financial position.
- The ability to print the results of the property owner's report during the period and also export the report data to a file type (PDF or Excel) for auditing.

5- Property Owner Account Statement (Investment)

- When selecting the owner and then the date, the contract details (number, date, transaction type, description, debt, payment, revenues) are displayed.
- Once the program is activated for investment companies, all expenses charged to the owner and the amounts paid on their behalf can be displayed in the report.
- The ability to print the results of the property owner's account statement report for a specific period and also export the report data to a file type (PDF or Excel) for auditing.

6- Visa account statement

- The possibility of activating a Visa-type bank account, and the system is designed to process payment transactions via the Visa device or by linking with the electronic payment gateway.
- The ability to print the results of the Visa account statement report for a specified period and also export the report data to a file of type (PDF – Excel) for auditing.

7- Statement of External Maintenance Companies

- When selecting the maintenance company and then the date, the maintenance works (number – date – type – description – debt – payment) are displayed as in the report.
- In the report, it is possible to display the details of maintenance company operations through a link to the operation number in detail to facilitate auditing and account follow-up.
- The ability to print the results of the maintenance companies' report over a period and also export the report data to a file of type (PDF – Excel) for auditing.

8- Supplier Account Statement

- When selecting the supplier and then the date, the purchase transactions are displayed in (number – date – type – description – liability – payment).
- In the report, it is possible to display the details of purchase transactions through a link to the transaction number in detail to facilitate auditing and account follow-up.
- The ability to print the results of the supplier account statement report for a specific period and also export the report data to a file in (PDF – Excel) format for auditing.

9- General Expenses Account Statement

- The report consists of a search filter for expense lists, selecting (categories – types – items), a disbursement filter selecting (stores), choosing the payment method, a filter selecting (taxable – non-taxable), and a date filter. The search displays the transaction number, and the voucher link can be opened to view account details.
- The ability to print the results of the expense account statement report for a specific period and also export the report data to a file of type (PDF – Excel) for auditing.

10- General Receipts Voucher Report

- The report consists of a search filter in the lists of property categories. Select the name (cash – bank), payment method filter, type filter (tax – non-tax), and period filter. Upon searching, it displays the report details. Through the transaction number, you can open the voucher number link and view the details.
- The ability to print the results of the receivables account statement report for a specific period and also export the report data to a file of type (PDF – Excel) for auditing.

11- Check Report (Issued - Received)

- The report consists of a search filter in the treasury and bank lists. Select the name (property), filter the check category (issued – received), filter the check status (received – treasury – deposit – collection – returned – canceled – consolidated, etc.). ... etc.) Deposit Bank Filter (Bank Accounts List), Tenant List Filter, and Period Filter, and when searching, it displays the report details and information. From the transaction number, you can open the movement number link and view the available details.
- The ability to print the results of the check movement report over a period and also export the report data to a file of type (PDF – Excel) for auditing.

12- General Debts Account Statement (Debits and Credits)

- The report consists of a search filter in the list of types (revenues – expenses), a filter for the name (property), and a filter for the period. When searching, the report displays the results of data and operations (rental contracts, contract extensions, contract additions, contract settlements – service invoices – contract complaints – purchase returns – tenant maintenance –

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purchase invoices - company maintenance invoices - expenses). The data for each case appears according to the selected criteria, and through the report columns, the movement number link can be opened to review the operation details for auditing, follow-up, and decision-making.

- The ability to print the results of the debt movement report during the period and also export the report data to a file of type (PDF – Excel) for auditing.

13- Tax Declaration Period Report

- The report consists of a search filter in the lists of (property owners) showing (the owner's tax number), followed by determining the due tax period. The report results appear according to the revenue of each emirate and the due tax, and the report concludes with the net value of the tax to be paid to the tax authority.

General Accounts Report

1- Account Movement Statement

- The report consists of a search filter by account name and number from the pre-prepared chart of accounts, selecting the period, and then choosing the display type (posted, unposted – all). The results of the transactions on the account appear in the following columns (entry number – entry type – entry date – check number – entry description – debit – credit – posted balance). By using the entry number, the link can be opened to view the details, leading to the transaction that resulted in the creation of the entry. This has facilitated and made the inspection and auditing of the transactions on the account easier and more flexible, allowing for the approval of the results.
- The ability to print the results of the account movement report for a specific period and also export the report data to a (PDF) file for auditing and approval.

2- Assistant Professor Account Report

- The assistant professor's report consists of a search filter for the chart of accounts (assets, liabilities, revenues, expenses, capital) followed by a filter to select a financial year from the years within the period. The report results show the value of the transactions that occurred on each account during the financial periods of the year, from the opening of January to the closing period of December. The total balance of the transactions for each account is displayed in front of each account.

- The ability to print the results of the trial balance report over a period and also export the report data to a (PDF) file for auditing and approval.

3- Daily Journal Entries Report

- The daily entries report consists of a search filter in the entry subject list, followed by a search in the entry types list (daily entry – receipt voucher – payment voucher – adjustment entry – closing entry) over a period, with the option to select the entry status (posted – unposted – all). The entry data appears as in the report view, and details can be displayed from the entry number to the financial transaction it originated from, which facilitates and provides flexibility in examining and auditing the entries.
- The ability to print the results of the journal entries report for a specific period and also export the report data to a (PDF) file for auditing, approval, and posting.

4- Trial Balance Report

- The report consists of a search filter for the level (assistant – analytical), a search for cost centers, the determination of the financial period, and the selection of the posting status (posted – unposted – all). It displays the results of each level according to the transactions that occurred in the system during the operation and management period of the program, as follows.
- The assistant level displays the balances of general and main accounts according to the chart of accounts and the components of the budget items at this level.
- The analytical level displays the balances of the detailed sub-accounts derived from the main accounts and constitutes the budget items at this level.
- The ability to print the trial balance report and also export the report to a PDF file for auditing, review, and approval by the specialist.

5- Estimated Budget Report

- The estimated budget report consists of searching for the financial year directly, displaying the data and details of the estimated budget if it has been prepared and recorded in advance by the system users. Its importance lies in making entries and monitoring accounts so that spending limits are not exceeded during execution.

- The ability to print the annual budget report and also export the report to a PDF file for auditing, review, and approval by the specialist.

6- General Budget Report

- The general budget report consists of examining the list of levels (sub-level, auxiliary, analytical) and then selecting the financial year. The search results display the balances of debit and credit accounts and the balance according to the selected level. Overall, the budget report presents the summary of operations resulting from the net financial movements in processing both assets and liabilities, with the outcome being either a profit or a loss, which is automatically carried forward to the opening of the New Year.
- The ability to print the annual general budget report and also export the report to a (PDF) file for auditing, review, and approval by the specialist.

7- Income Statement

- The financial statements have been designed easily and flexibly by the specialized user for this task thru an income statement settings template, which allows the creation of multiple income statements according to the nature of the work and the management's requirements. The system manager can control the inputs for creating the income statements.
- After the income statements are created by the user, the automated system automatically processes the account data of the statement and displays the financial statement result.
- The ability to print the annual income statement report and also export the report to a (PDF) file for auditing, review, and approval by the specialist.