

Free Invoice Sample

User Manual

Index

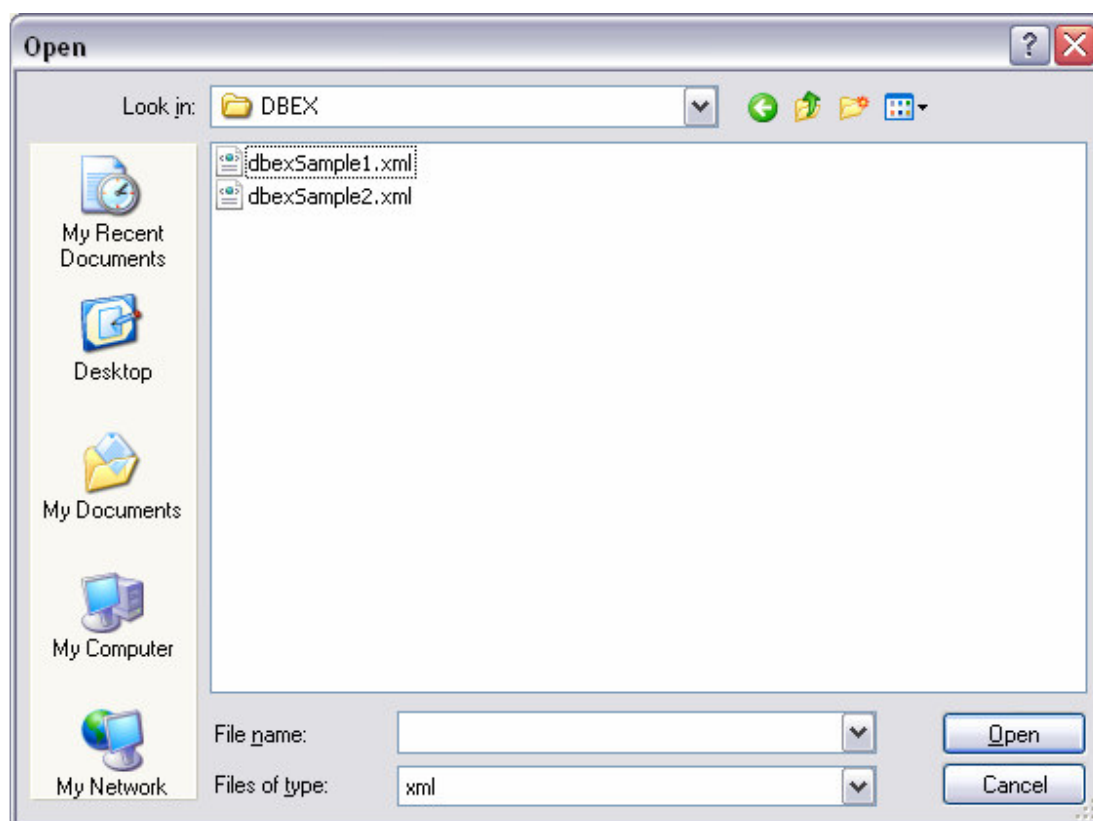
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|---|----|
| Index..... | 2 |
| 1. Introduction..... | 3 |
| 2. Opening application..... | 4 |
| 3. My Company | 5 |
| 4. Customers | 6 |
| 5. Products | 7 |
| 6. Invoices..... | 8 |
| 7. Invoice Layout..... | 9 |
| 8. Browsing data..... | 11 |
| 8.1. Changing between form and list..... | 11 |
| 8.2. Filtering..... | 11 |
| 8.3. Changing sort order. | 12 |
| 8.4. Browsing buttons and record item field | 12 |
| 8.5. Grid view..... | 12 |
| 9. Editing data | 14 |
| 9.1. Adding new record | 14 |
| 9.2. Modifying data | 14 |
| 9.3. Accept changes..... | 14 |
| 9.4. Cancel changes | 14 |
| 9.5. Deleting record | 15 |
| 9.6. Validation..... | 16 |
| 9.7. Locate list..... | 17 |
| 10. Editing subforms..... | 18 |
| 10.1. Grid in subform..... | 18 |
| 11. Printing | 19 |
| 12. Support..... | 20 |

1.Introduction

FreelInvoice is could be distributed, used modified and resold as free. It could be with DBEXform designer. To execute FreelInvoice there is a free player license for DBEXform.

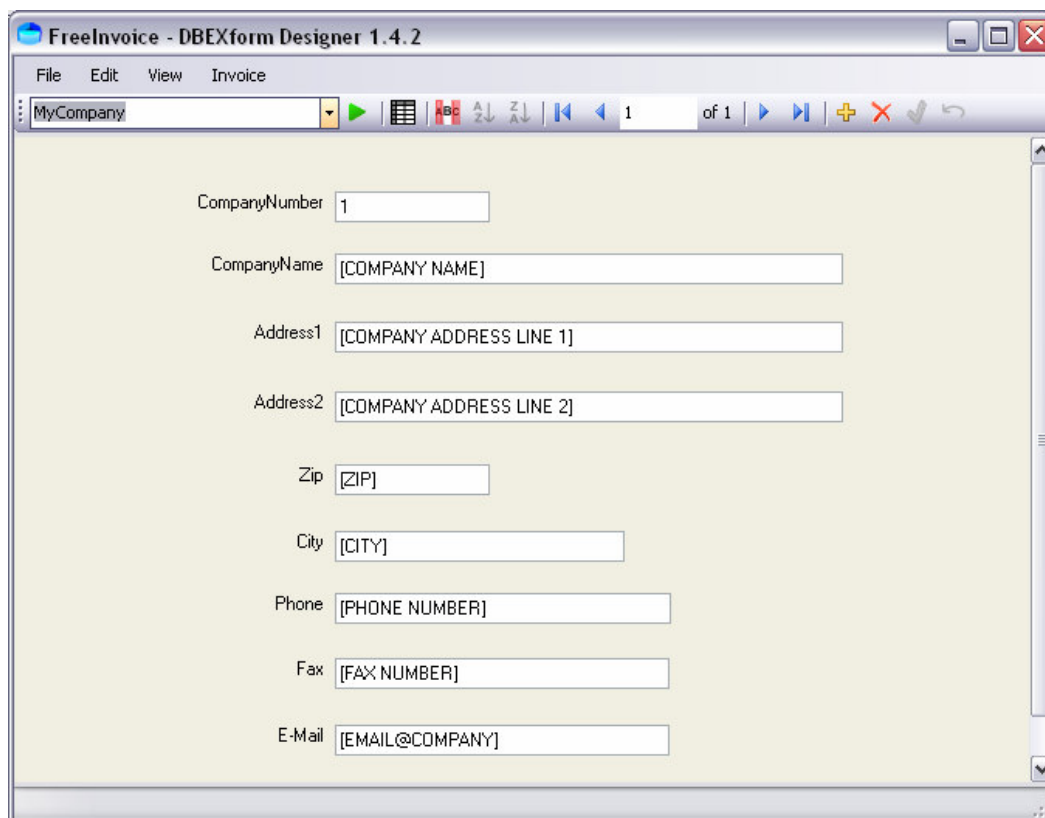
FreelInvoice is a sample project and there is no warranty of any kind.

2. Opening application



Select from File menu Open and select application file FreeInvoice.dbex with open file dialog window.

3. My Company



The screenshot shows the 'FreeInvoice - DBEXform Designer 1.4.2' application window. The title bar includes standard Windows window controls. The menu bar contains 'File', 'Edit', 'View', and 'Invoice'. Below the menu bar is a toolbar with various icons for form design and navigation. A dropdown menu on the left shows 'MyCompany' selected. The main area displays a form with the following fields:

- CompanyNumber: 1
- CompanyName: [COMPANY NAME]
- Address1: [COMPANY ADDRESS LINE 1]
- Address2: [COMPANY ADDRESS LINE 2]
- Zip: [ZIP]
- City: [CITY]
- Phone: [PHONE NUMBER]
- Fax: [FAX NUMBER]
- E-Mail: [EMAIL@COMPANY]

My Company should be entered once when starting to use Free Invoice. There should be Company Number 1 and other fields should be filled with company contact information for printing invoices.

4. Customers

The screenshot shows the 'FreeInvoice - DBEXform Designer 1.4.2' application window. The title bar includes standard Windows window controls. The menu bar contains 'File', 'Edit', 'View', and 'Invoice'. Below the menu bar is a toolbar with various icons for form design, including a dropdown menu currently set to 'Customers'. The main workspace displays a form with the following fields:

- CompanyNumber:
- CompanyName:
- Address1:
- Address2:
- Zip:
- City:
- Phone:
- Fax:
- E-Mail:
- www:

Customer form is used to enter information of billed customers.

5.Products

The screenshot shows the 'FreeInvoice - DBEXform Designer 1.4.2' application window. The menu bar includes 'File', 'Edit', 'View', and 'Invoice'. Below the menu is a toolbar with various icons for navigation and editing. The main area displays a form titled 'Products' with three input fields: 'ProductCode' with a placeholder '[PRODUCT CODE]', 'ProductName' with a placeholder '[PRODUCT NAME]', and 'Price' with the value '100'.

Product form is used to enter information of products. Lines could be edited after product has been selected.'

6. Invoices

FreeInvoice - DBEXform Designer 1.4.2

File Edit View Invoice

Invoices

InvoiceNumber 1 CompanyNumber 1

CustomerNumber 1 CustomerName [Customer Name]

BillTo [BILL TO] DueDays 10

InvoiceDate 4. 6. 2009 DueDate 14. 6. 2009

Add Line Delete Line

| Line | ProductCode | ProductName | Price | Quantity | DiscountTotal | TotalPrice |
|------|----------------|----------------|-------|----------|---------------|------------|
| 1 | [PRODUCT CODE] | [PRODUCT NAME] | 110 | 2 | 50 | 170 |
| 2 | [PRODUCT CODE] | [PRODUCT NAME] | 100 | 1 | 0,0000 | 100 |
| 3 | [PRODUCT CODE] | [PRODUCT NAME] | 100 | 1 | 0,0000 | 100 |
| 4 | [PRODUCT CODE] | [PRODUCT NAME] | 100 | 1 | 10 | 90 |
| 6 | [PRODUCT CODE] | [PRODUCT NAME] | 100 | 1 | 0,0000 | 100 |
| 7 | [PRODUCT CODE] | [PRODUCT NAME] | 100 | 1 | 0,0000 | 100 |
| 8 | [PRODUCT CODE] | [PRODUCT NAME] | 100 | 1 | 0,0000 | 100 |
| * | | | | | | |

TotalAmount 760

Invoice form will be used to enter new invoices. Adding new record will give unique number for invoice. User could be selected using locate field. Customer number or begin of customer name could be entered to have list of customers.

Invoice line could be added by using Add Line button. Line will have new line number. Product could be selected by using locate field on top of the grid. Discount % could be given by entering it to Discount % field and then leaving then field.

When all lines are entered, all invoice could be stored using OK icon on toolbar. Cancel icon cancels all changes made to invoice.

7. Invoice Layout

The screenshot shows the 'FreeInvoice - DBEXform Designer 1.4.2' application window. The interface includes a menu bar (File, Edit, View, Invoice) and a toolbar with icons for file operations, navigation, and design tools. The main workspace displays an invoice layout design.

The invoice layout includes the following elements:

- Header:** A large text field for '[COMPANY NAME]' and a title 'INVOICE'.
- Company Information:** Fields for '[COMPANY ADDRESS LINE 1]', '[CITY]', '[ZIP]', and 'Phone [PHONE NUMBER]'.
- Invoice Details:** Fields for 'InvoiceDate' (set to 4.6.2009), 'InvoiceNumber' (set to 1), and 'CustomerNumber' (set to 1).
- Bill To:** Fields for '[BILL TO]', '[Customer Name]', '[Address1]', '[City]', and '[Zip]'.
- Table:** A table with columns 'ProductCode', 'ProductName', 'Quantity', and 'TotalPrice'. It contains several rows of product data, including a row with a quantity of 2 and a total price of 170.

Invoice layout could be used to print invoices. If all invoiced should not print at once, filter button should be used to limit records that will be printed. Look chapter

Invoices that should print could be examined before printing. When all seems to be correct, File->print should be selected from menu. At printer dialog it's possible to select printer and then print selected invoices.

Adobe Reader - [invoice.pdf]

File Edit View Document Tools Window Help

Help Search Web

[COMPANY NAME] INVOICE

[COMPANY ADDRESS LINE 1] InvoiceDate 4.6.2009

[CITY] [ZIP] InvoiceNumber 1

Phone [PHONE NUMBER] CustomerNumber 1

Bill To:

[Customer Name]

[Address1]

[City] [Zip]

| ProductCode | ProductName | Quantity | TotalPrice |
|------------------------------|-------------|----------|------------|
| [PRODUCT CODE][PRODUCT NAME] | | 2 | 170 |
| [PRODUCT CODE][PRODUCT NAME] | | 1 | 100 |
| [PRODUCT CODE][PRODUCT NAME] | | 1 | 100 |
| [PRODUCT CODE][PRODUCT NAME] | | 1 | 90 |
| [PRODUCT CODE][PRODUCT NAME] | | 1 | 100 |
| [PRODUCT CODE][PRODUCT NAME] | | 1 | 100 |
| [PRODUCT CODE][PRODUCT NAME] | | 1 | 100 |

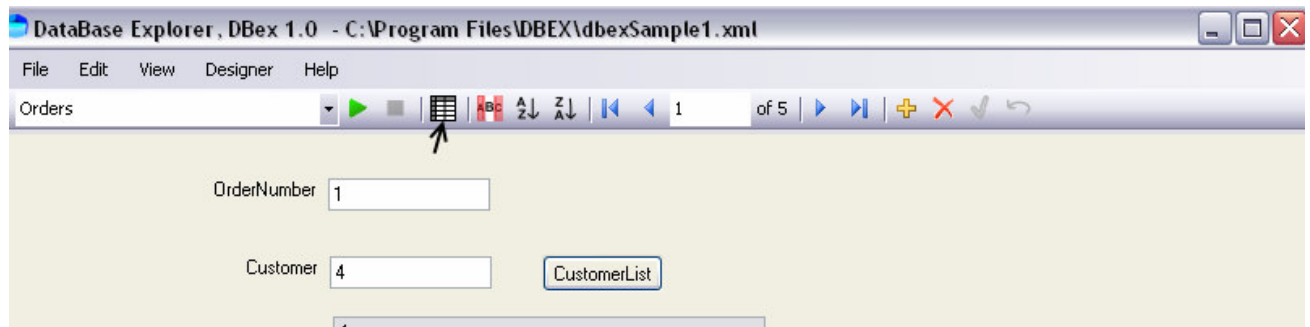
TotalAmount 760

1 of 2

Sample of invoice.

8. Browsing data

8.1. Changing between form and list



Swapping between form and list view could be made using the grid button. Data could be edited only in form view.

8.2. Filtering



Filtering data could be made by pressing filter button. After pressing button you can edit values for filter in multiple fields.

Alphabet filter could be a part of the field value. Simon and Samuel names could be found entering alphabet s into the name field. '%' character could be used as wildcard, if you want to find text in middle of the field.

Filter will be accepted with ok button or repressing filter button.

Pressing cancel button cancels operation.

8.3. Changing sort order.



Select field for sorting and press one of two sort button. First button causes sort order to ascending. Second button selects opposite sort order.

8.4. Browsing buttons and record item field

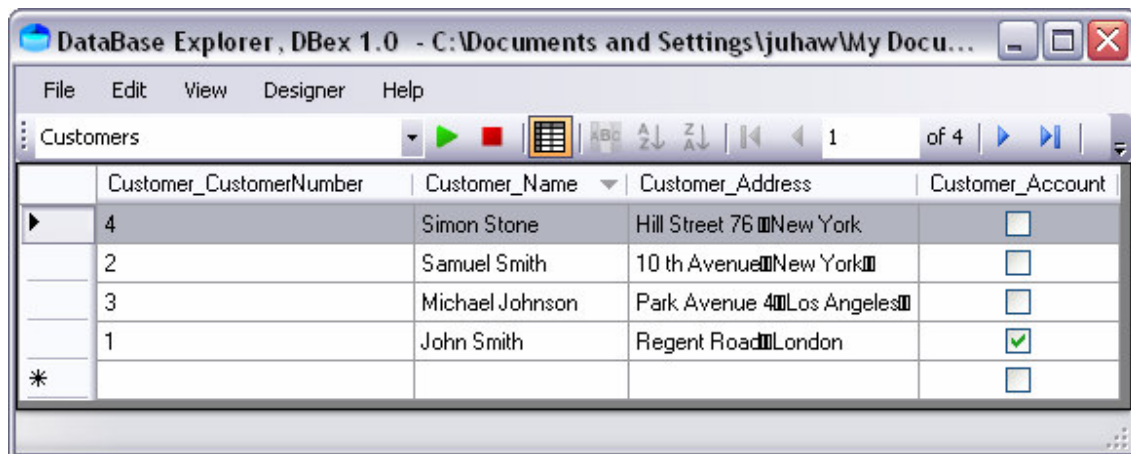
Record could be changed by using browsing buttons.

- |< - Move to first record in query
- < - Move to previous record
- > - Move to next record
- >| - Move to last record

Record could also be changed by entering record pointer into the record item field.

Count of the all records in selected query is shown after record item field. Maximum records in query could be limited in form property window.

8.5. Grid view

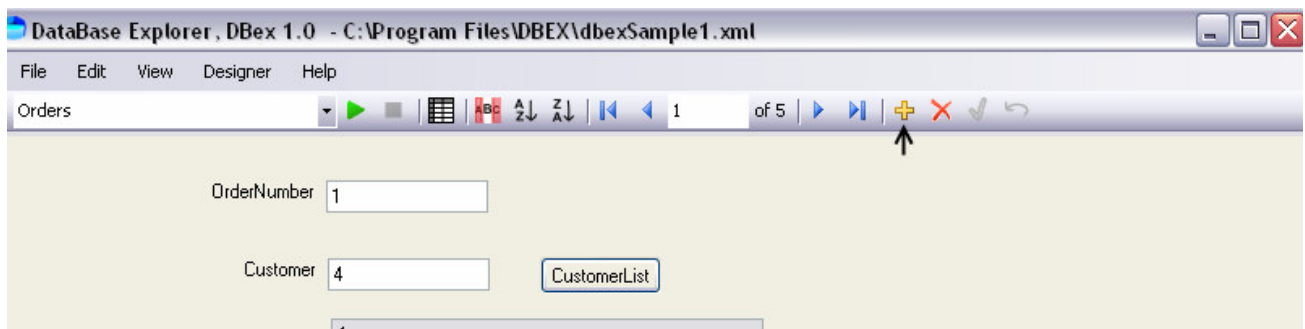


| | Customer_CustomerNumber | Customer_Name | Customer_Address | Customer_Account |
|---|-------------------------|-----------------|----------------------------|-------------------------------------|
| ▶ | 4 | Simon Stone | Hill Street 76 New York | <input type="checkbox"/> |
| | 2 | Samuel Smith | 10 th Avenue New York | <input type="checkbox"/> |
| | 3 | Michael Johnson | Park Avenue 40 Los Angeles | <input type="checkbox"/> |
| | 1 | John Smith | Regent Road London | <input checked="" type="checkbox"/> |
| * | | | | <input type="checkbox"/> |

In grid record could be selected same way than in form view, using browsing buttons. Cursor keys can be also used: up, down, page up, page down. When a record is selected, it could be edited by changing to the form view.

9. Editing data

9.1. Adding new record

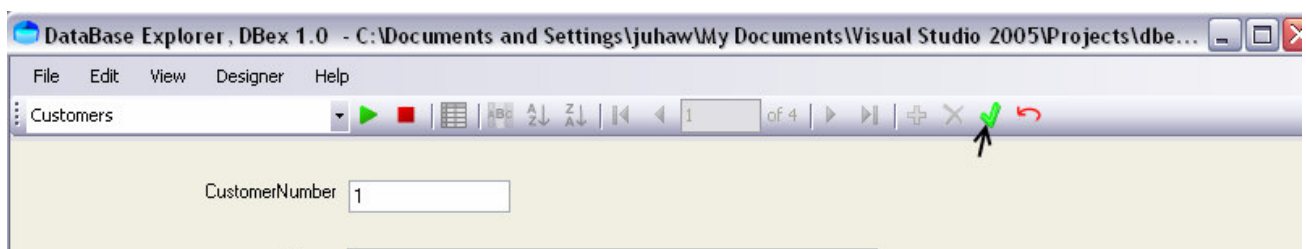


To add new record, press plus button. Program adds new empty record. To save the record, at least the primary key fields must be entered. Record can not be changed during record editing.

9.2. Modifying data

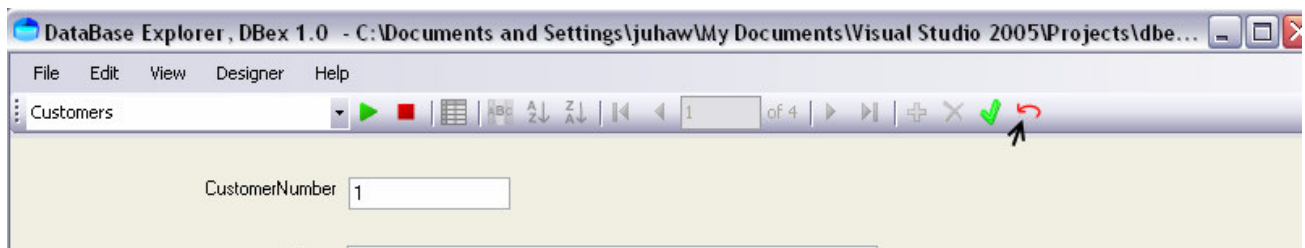
To edit field, select it and start editing. Editing mode will be changed automatic.

9.3. Accept changes



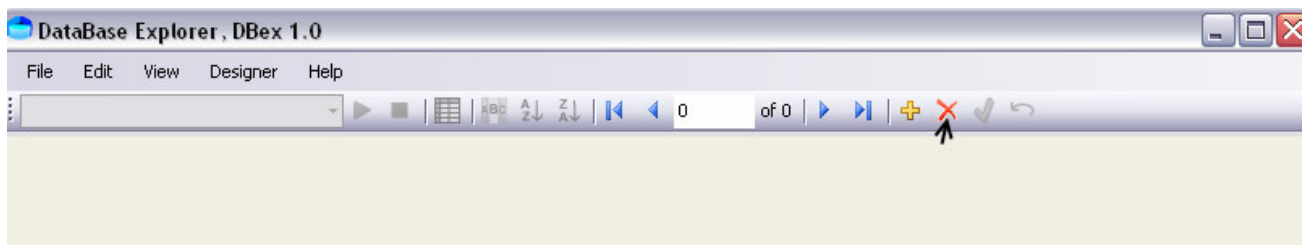
To save changes made to fields press Ok button. Pressing Ok button in edit and adding state will save the changes to database.

9.4. Cancel changes



If you like to revert changes made to edited record, or remove record which is about to add, press cancel button. Last records changes before pressing ok, will be canceled. Cancel does not revert deleting.

9.5. Deleting record



When wanting to remove record, press delete button. Program will ask a confirmation for delete. Answering "yes" will delete a record permanently. "No" selection cancels pressing delete button.

9.6. Validation

The screenshot shows the DBEXform 1.2 application window. The title bar reads "DBEXform 1.2 - C:\Documents and Settings\juhaw\My Documents\Visual Studio 2005\Projects\ldbex...". The menu bar includes "File", "Edit", "View", "Designer", and "Help". The toolbar shows various icons, including a red square indicating an error. The main form is titled "Customers" and features a green sidebar with the word "Customers" in white. The form fields are: "CustomerNumber" with the value "123", "Name" with a red error bar, "Address" with an empty text area, and an "Account" checkbox. The status bar at the bottom indicates "2 of 2" records.

It is possible to define validation for field. If validation fails then Accept icon is disabled, so it is not possible to enter to database wrong data. In the example only validation is that the name must be entered.

9.7. Locate list

| CustomerId | 1 | Customer Name | Innovation co | | | | | | |
|---------------|--|---------------|---------------|----|---------------|---|--|--|--|
| InvoiceDate | <table border="1"> <thead> <tr> <th>Name</th> <th>ID</th> </tr> </thead> <tbody> <tr> <td>Innovation co</td> <td>1</td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table> | | Name | ID | Innovation co | 1 | | | |
| Name | ID | | | | | | | | |
| Innovation co | 1 | | | | | | | | |
| | | | | | | | | | |
| Line | <div style="background-color: #cccccc; height: 40px; width: 100%;"></div> | | OrderDiscount | | | | | | |
| 1 | <div style="background-color: #cccccc; height: 20px; width: 100%;"></div> | | 2 | | | | | | |

When locate list has been selected, the list of suitable values are listed. List could be updated when new value has been entered to edit control.

Record selection could be made using arrow keys and enter or mouse click.

10. Editing subforms

Subforms are also allowed to edit data inside the sub form.

10.1. Grid in subform

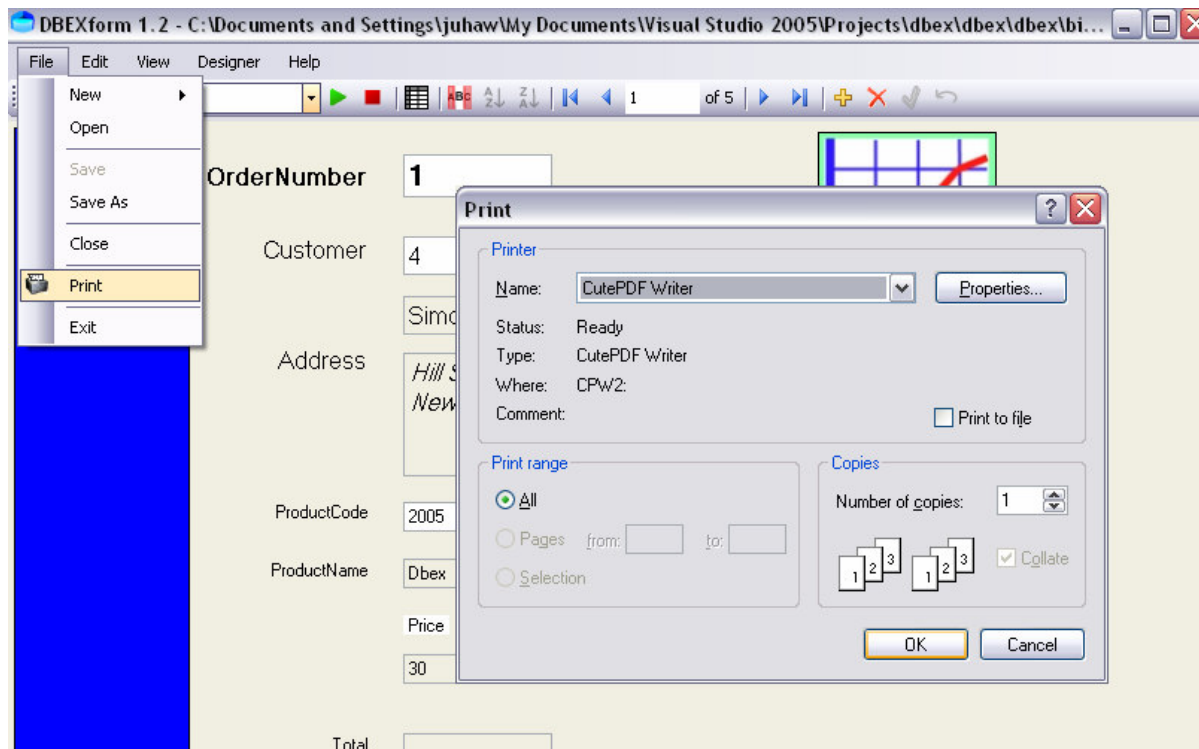
| Line | Product code | OrderQuantity | OrderDiscount |
|------|--------------|---------------|---------------|
| 1 | 2345 | 1 | 2 |

| | Line | ProductCode | OrderPrice | OrderDiscount | OrderQuantity |
|---|------|-------------|------------|---------------|---------------|
| ▶ | 1 | 2345 | 10 | 2 | 1 |
| | 2 | 12345 | 15 | 2 | 123 |
| * | | | | | |

Editing could be started by editing field. New record could be starting to edit line marked asterisk (*).

It is possible to edit or add more than one record without storing them to database. Every modified records are stored to database when ok icon will be clicked.

11. Printing



There is possible to print forms. Every selected record will be printed. Grid print is not supported in this version.

Printable records could b controlled by assigning filters.

Select print from file menu. Then you can select the destination printer and number of copies. When this is done use Ok button to start printing.

12. Support

Web page:

<http://www.willmansoft.com/support>

E-mail:

support@willmansoft.com

Forum:

<http://www.willmansoft.com/forum>