

Manage GWA Purchases

To view and manage Purchase for GWA (Gold Wadiah Account)

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View GWA Purchases

To View the list of GWA Purchases,

1. Click **GWA**
2. Click **Purchases**. The list of the **Gold Purchases (GWA)** will be display as below:

Gold Purchases

[Home](#) / [GWA](#) / [Purchases](#)

Show entries Search:

Purchase ID	Customer	Description	Status	Amount	Date
T01-00000005	MET00000093	Gold Purchase (MYR 289.00/g) - 50g	Fulfilled	MYR 14,450.00	03/06/2022 3:14 PM
T01-00000004	MET00000093	Gold Purchase (MYR 285.00/g) - 30g	Cancelled	MYR 8,550.00	02/06/2022 5:53 PM
T01-00000003	MET00000093	Gold Purchase (MYR 284.00/g) - 2g	Fulfilled	MYR 568.00	04/03/2022 5:25 PM
T01-00000002	MET00000093	Gold Purchase (MYR 285.00/g) - 2g	Fulfilled	MYR 570.00	03/03/2022 2:38 PM
T01-00000001	MET00000092	Gold Purchase (MYR 266.00/g) - 1.1278g	Fulfilled	MYR 300.00	02/09/2021 12:44 PM

Showing 1 to 5 of 5 entries Previous **1** Next

3. To view the Purchase detail, Click on **Purchase ID (highlighted in blue)**
4. The Gold Purchase detail will be shown as below. There are 5 tabs in Gold Purchase detail which is **Purchase Detail**, **Payment**, **Bonuses & Incentives**, **Customer** and **Audit Trail** will be explain in next page.

Gold Purchases

[Home](#) / [GWA](#) / [Purchases](#) / [T01-00000006](#) Menu

Purchase Detail **Payment** **Bonuses & Incentives** **Customer** **Audit Trail**

Backend	Yes
Purchase ID	T01-00000006
Transaction Status	Fulfilled WD-\$100
Payment Method	Bank Transfer
Created	07/06/2022 11:24 PM
Paid	07/06/2022 11:27 PM
Completed	07/06/2022 11:28 PM
Updated	07/06/2022 11:28 PM

Purchase Detail

Description	Gold Purchase (MYR 285.00/g) - 1.7544g
Price	MYR 285.00/g
Weight	1.7544g
Amount Payable	MYR 500.00

Invoice

Purchase Detail

Purchase Detail will show all the detail for GWA. Admin can print the Purchase Invoice by click on **Invoice** button at the bottom of the page.

Gold Purchases

GWA / Purchases / T01-00000005

Menu

Purchase Detail

Payment

Bonuses & Incentives

Customer

Audit Trail

Purchase ID	T01-00000005
Transaction Status	Fulfilled
Payment Method	Online Payment (FPX)
Created	03/06/2022 03:14 PM
Paid	03/06/2022 03:14 PM
Completed	03/06/2022 03:15 PM
Updated	03/06/2022 03:15 PM

Purchase Detail

Description	Gold Purchase (MYR 289.00/g) - 50g
Price	MYR 289.00/g
Weight	50.0000g
Amount Payable	MYR 14,450.00

WD-S100

Invoice

The **Invoice** will appear be display as below.

**INVOICE T01-00000006**

Date: 07/06/2022

Metalink

KBSE Bullion Sdn Bhd
No. 1-11-2 Presit Alami
Pusat Perdagangan Worldwide 2
Persiaran Akuatik, Seksyen 13
40100 Shah Alam, Selangor, Malaysia
enquiry@kbse.com.my
03-5511 1002

Bill To:

MET000000093
MADEEHAH RASID
NO10 A, LORONG BAKTI 2,, RANTAU PERINTIS
26400 BANDAR PUSAT JENGKA
Pahang, Malaysia

Description	Weight (g)	Total (RM)
Gold Purchase (MYR 285.00/g) - 1.7544g	1.7544	500.00
Subtotal		MYR 500.00
Tax		MYR 0.00
Total Paid		MYR 500.00

Payment

To view the Payment detail, just click the **Payment** tab. Admin can check all the detail regarding Payment and also the Payment Receipt (if Applicable)

Gold Purchases

/ GWA / Purchases / T01-00000005

Menu

Purchase Detail

Payment

Bonuses & Incentives

Customer

Audit Trail

Payment Method	Online Payment (FPX)
Bill Code	fzlxla9
Reference No.	TP122334075131415030622
Payment Status	Success
Transaction Date	03/06/2022 03:15 PM
Amount Payable	MYR 14,450.00

Payment Receipt

Bonuses & Incentives

Click tab Bonuses & Incentives to get the detail about Incentives. All the detail will be display as below. Admin can delete the incentives in case there is error to the amount of incentives display.

Gold Purchases

GWA

Purchases

T01-00000005

Menu

Purchase Detail

Payment

Bonuses & Incentives

Customer


Audit Trail

Sales Incentives

#	Description	Customer	Status	Amount	
1	T01-00000005 Sales Incentives MET00000093 (ME)	MET00000093	Created	MYR 150.00	
2	T01-00000005 Sales Incentives MET00000093 (ME) Incentive April	MET00000093	Created	MYR 200.00	
Sales Incentives Total				MYR 350.00	

Group Sales Bonus

#	Description	Customer	Status	Amount	
Group Sales Bonus Total				MYR 0.00	

- To Remove/ Delete the Incentives, Click on 
- The Confirmation pop up will appear before the delete process occur and to proceed, just click **OK**

Confirmation

Are you sure to remove this sales incentive?

OK

Cancel

Customer

All the customer detail will display in **Customer** tab.

Gold Purchases

GWA / Purchases / T01-00000005

Menu

Purchase Detail

Payment

Bonuses & Incentives

Customer

Audit Trail

Active	Yes
Group	Gold Group Manager
Name	MADEEHAH RASID
Malaysian IC	123443326578
Email	madeehah@kbse.com.my
Contact No.	0111111111
Occupation	GIS Engineer
Industry	Manufacturing
Address	NO10 A, LORONG BAKTI 2,, RANTAU PERINTIS BANDAR PUSAT JENGKA 26400 Pahang

Add New Purchases

To add new purchases,

1. Click **GWA> Purchases**
2. Click **+**
3. The Purchases page will be display. Fill up all the required information and Click **Create Purchase.**

Purchases

[GWA](#) / [Purchases](#) / [New Purchase](#)

Customer

Sell Price

RM 285.00

Amount (MYR)

RM

This customer can purchase gold up to MYR 269,288.58

Weight (g)

This customer can purchase gold up to 944.8722g

Remark

Create Purchase

Cancel

4. The Transaction Status will be display as **Pending Payment.** To proceed the next step, click **Upload Proof of Payment.**

Gold Purchases

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Purchase Detail

Payment

Customer

Audit Trail

Backend	Yes
Purchase ID	T01-00000006
Transaction Status	Pending Payment
Payment Method	Bank Transfer
Created	07/06/2022 11:24 PM
Updated	07/06/2022 11:24 PM

Purchase Detail

Description

Price

Weight

Amount Payable

Gold Purchase (MYR 285.00/g) - 1.7544g

MYR 285.00/g

1.7544g

MYR 500.00

Upload Proof of Payment

Cancel Purchase

Invoice

5. The pop up Upload Proof of Payment will appear. Fill up the required information and click **Upload**

Upload Proof of Payment



Proof of Payment *

Choose File

No file chosen

Reference No. *

Transaction Date *

Cancel

Upload

6. The Transaction Status will change to **Awaiting Payment Validation**.

Purchase Detail	Payment	Customer	Audit Trail
Backend	Yes		
Purchase ID	T01-00000006		
Transaction Status	Awaiting Payment Validation		
Payment Method	Bank Transfer		
Created	07/06/2022 11:24 PM		
Paid	07/06/2022 11:27 PM		
Updated	07/06/2022 11:27 PM		

7. The next step is go to **Payment** tab, Click **Approve Payment**.

Purchase Detail Payment Customer Audit Trail

Proof of payment pending validation.

Reference No.	123
Transaction Date	2022-06-07 15:27:02
Amount	MYR 500.00

✓ Approve Payment

✗ Reject Payment

Proof of Payment

8.

Confirmation

Are you sure to approve this payment?



9. The Payment Validation pop up will appear. Click **Close**

Payment has been validated



10. The Transaction Status will changes to **Fulfilled**.

Purchase Detail		Payment	Bonuses & Incentives	Customer	Audit Trail
Backend	Yes				
Purchase ID	T01-00000006				
Transaction Status	Fulfilled				
Payment Method	Bank Transfer				
Created	07/06/2022 11:24 PM				
Paid	07/06/2022 11:27 PM				
Completed	07/06/2022 11:28 PM				
Updated	07/06/2022 11:28 PM				

Add Sales Incentives (Manual Entry)

To Add the Sales Incentive

1. Click on **Purchase ID** which has Fullfilled **Status**.

Gold Purchases

GWA / Purchases

Show10entries

Search:

Purchase ID	Customer	Description	Status	Amount	Date
T01-00000006	MET00000093	Gold Purchase (MYR 285.00/g) - 1.7544g	Fulfilled	MYR 500.00	07/06/2022 11:24 PM
T01-00000005	MET00000093	Gold Purchase (MYR 289.00/g) - 50g	Fulfilled	MYR 14,450.00	03/06/2022 3:14 PM

2. Click **Menu**

Gold Purchases

GWA / Purchases / T01-00000006

Menu

Purchase Detail

Payment

Bonuses & Incentives

Customer

Audit Trail

Backend	Yes
Purchase ID	T01-00000006
Transaction Status	Fulfilled
Payment Method	Bank Transfer
Created	07/06/2022 11:24 PM
Paid	07/06/2022 11:27 PM
Completed	07/06/2022 11:28 PM
Updated	07/06/2022 11:28 PM

Purchase Detail

Description	Gold Purchase (MYR 285.00/g) - 1.7544g
Price	MYR 285.00/g
Weight	1.7544g
Amount Payable	MYR 500.00

Invoice

3. Click **Add Sales Incentive**

Menu ▾

Add Sales Incentive

Cancel Purchase

Add Sales Incentive

×

4. The **Add Customer *** ion. Click

Search customer... ▾

Amount *

Remark

Submit

Cancel

Submit



5. The notification Sales Incentive record added will appear at the top of page.

Sales Incentive record added.

6. To check the record, click **Bonuses & Incentives** tab and the record will appear as below. The transaction which have been add manually will be record as **ME** (Manual Entry)

- [Purchase Detail](#)
- [Payment](#)
- [Bonuses & Incentives](#)
- [Customer](#)
- [Audit Trail](#)

Sales Incentives

#	Description	Customer	Status	Amount	
1	T01-00000006 Sales Incentive MET00000093 (GGM L1)	MET00000093	Created	MYR 10.00	
2	T01-00000006 Sales Incentives MET00000093 (ME)	MET00000093	Created	MYR 100.00	
Sales Incentives Total				MYR 110.00	

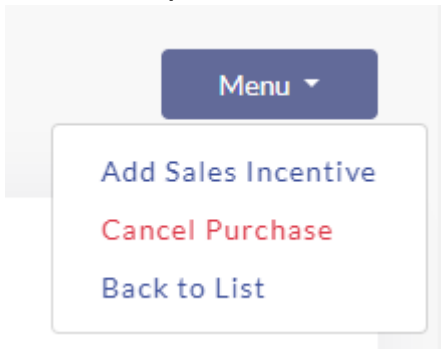
Group Sales Bonus

#	Description	Customer	Status	Amount	
Group Sales Bonus Total				MYR 0.00	

Cancel Purchase


To cancel Purchase,

1. Click **Menu**, Click **Cancel Purchase**



2. Cancel Purchase pop up will appear. Admin need to fill the **Cancellation Reason** and Click **Cancel Purchase**.

Cancel Purchase



Are you sure to cancel completed purchase?
This will revert all transactions including GWA, Sales Incentive,
Group Bonus Incentive.

Cancellation Reason *

Cancel

Cancel Purchase

3. The **Transaction Status** will change to **Cancelled**.

- Purchase Detail
- Payment
- Customer
- Audit Trail

Backend	Yes
Purchase ID	T01-00000006
Transaction Status	CancelledWD-S200
Payment Method	Bank Transfer
Created	07/06/2022 11:24 PM
Paid	07/06/2022 11:27 PM
Updated	09/06/2022 04:34 PM

Purchase Detail	
Description	Gold Purchase (MYR 285.00/g) - 1.7544g
Price	MYR 285.00/g
Weight	1.7544g
Amount Payable	MYR 500.00
Remark	Gold Purchase was cancelled by Admin (MET-ST00003) Reason: Error entry

Invoice