

Multicurrency

Video training manual 2016 - [Click Here](#)

This menu allows you to Setup additional currency codes, description, symbols and rate.

This is where the default exchange rate of a particular currency will be set.

System Configurati... **Multicurrency**

Search Add Edit Delete Print Grid Fixer

Code: Country:

Currency Rates

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#	Currency Co...	Country	Description	Exchange Rate
1	R	South Africa	Rand South Africa	1.0000
2	NZD	New Zealand	New Zealand Dollar \$	11.3587
3	USD	USA	US Dollar \$	18.5641
4	MT	Mozambique	Metical	0.2935
5	€	Europe	Euro	20.3287
6	AUD	Australia	Australian Dollar	12.3285
7	GBP	United Kingdom	Pound	23.6283
8	MXN	Mexico	Peso	1.0865

The rate is used at the time of creating a document, one can then override the exchange rate on the document. Otherwise, this default exchange rate will apply.

Navigation Ribbon has five buttons:

Search button	allows the user to search existing multicurrency by code or description
Add button	insert a new Multicurrency Item
Edit button	view/edit the currently selected Multicurrency Item
Delete button	delete the currently selected Multicurrency Item
Print Grid button	allows you to print the information displayed on the search grid
Fixer	An external website that keeps track of currency rates.

Adding a new currency

Edit Currency

Currency

Code:

USD

Description:

US Dollar \$

Country:

USA

Sell Rate (Sales):

18.56414

Buy Rate (Purchases):

18

API Currency Code:

USD

Save and New

Save and Close

Save

Close

Code	The symbol for the currency
Description	Add a short description of the Currency. Usually it's short name.
Country	A description of the country of the Currency.
Sell rate	
Buy rate	
API Currency Code	The international currency code used in the API to Currencies.

Note: The system uses the cell rate for both debtors and creditors in order for it to work out the rate on the documents.

The buy rate is only an indicator here and is not used in the system.

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