Complete Reminder Facility Guide

Miracle 9.0 Reminder Facility



Only for internal use of Miracle Accounting Software.

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- * Never forget the most important event with Miracle Reminder Facility.
- Reminder facility will help you to remember your IT returns as well as help you remembering to file your GST Returns on time.
- Moreover, this facility will also be useful to remind your Business level arrangements.
- In addition to that, now you do not have to worry about missing your important Business meeting because Reminder facility will save you from it.
- You can choose to remind yourself any important event by choosing Company or Software level settings.
- But, how to use this function? Let us scroll down to find out.

Utility \rightarrow Personal Diary \rightarrow Reminder

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	5	<u>Y</u> ear	End	+		
Sales Purc. Invoice Cas	sh/Bank	Perso	onal Diary	•	Address Book	
					Mailing Letter	
					<u>R</u> eminder	
					<u>Calender/Diary</u>	
Click on Por	vindor on	tion				
	inder op	tion				
)			
Balance Stock Report						

Reminder Facility on Miracle 9.0

Utility -> Person	al Diary -> R	eminder -> Re	eminder		
Remind Date	Frequency	Before Days	Category	Particular	Level
22/07/2019	Daily	0	Business	IT return for FY - 18-19 for Business	Company
08/08/2019	Daily	0	Business	Follow up for Stock Inventory	Company
08/08/2019	Once	0	Inquiry	Inquiry about upcoming GST updations	System
	The	se optio setting	ns will be up remi	e useful in nder.	
- (A) (E=				Let us discuss about each options in detail.	ırsday, Aug 8, 201

Remind Date facility

Utility -> Personal Diary -> R	eminder -> Reminder		×
Remind Date Frequency	Before Days Category	Particular	Level
22/07/2019 Daily	0 Business	IT return for FY - 18-19 for Business	Company
08/08/2019 Daily	0 Business	Follow up for Stock Inventory	Company
08/08/2019 Once	0 Inquiry	Inquiry about upcoming GST updations	System
Remind	Date		
22/07/2	010		
22/07/2	019		
		You can set <i>Remind date</i> for your occasion.	
			Info Loct Ontion Loct Monuel Thursday: Aug. 9, 2010
			Last Option Last Menu Thursday, Aug 8, 2019

Frequency facility

Utility -> Person	al Diary -> R	eminder -> Reminder		X
Remind Date	Frequency	Before Days Category	Particular	Level
22/07/2019	Daily	0 Business	IT return for FY - 18-19 for Business	Company
08/08/2019	Daily	0 Business	Follow up for Stock Inventory	Company
08/08/2019	Once	0 Inquiry	Inquiry about upcoming GST updations	System
		Daily		
		Weekly		
		Monthly		
		Vearly		
		rearry		
		Once		
		Ya	ou can set Daily. Weekly, Monthly, Yearly and	
📕 🖉 🖾 🗮 🖵			Once(One Time) Frequency for reminder.	ast Menu Thursday, Aug 8, 2019

Before days facility

Utility -> Person	al Diary -> R	eminder ->	Reminder				X
Remind Date	Frequency	Before Day	s Category		Particular	L	.evel
22/07/2019	Daily		0 Business	IT	return for FY - 18-19 for Business	C	Company
08/08/2019	Daily		0 Business	Fo	ollow up for Stock Inventory	C	Company
08/08/2019	Once		0 Inquiry	In	quiry about upcoming GST updations	5	System
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			<u>\</u>				
			X				
			Before D	Davs			
				- 0			
				~			
			(΄ Το σε	at notified before a specific date, you can enter		
				10 gt	te notified before a specific date, you can effet		
				spe	cific number(s) under Before days option and		
					an unill be notified from that don provide		
<mark>-</mark> A 誌 🖵				y	You will be notified from that day onwards.	t Option Last Menu Thursd	ay, Aug 8, 2019

Category drop down

Utility -> Person				×
Remind Date	Frequency	Before Days Category	Particular	Level
22/07/2019	Daily	0 Business	IT return for FY - 18-19 for Business	Company
08/08/2019	Daily	0 Business	Follow up for Stock Inventory	Company
08/08/2019	Once	0 Inquiry	Inquiry about upcoming GST updations	System
			Category	
		1	Pusiposs	
		1	DUSITIESS	
			Aniversary	
			Appointment	
			Birthday	
			Pusiness	
			Business	
			Ceremony	
			Inquiry	
			Other	
		c	Simply soloct a Catagory for which you want to	
		J	Simply select a category for which you want to	
			get notified about	
				Thursday, Aug. 0, 2010
			Last Option Last Men	indrsday, Aug 8, 2019

Particulars

Particular	Level
T return for FY - 18-19 for Business	Company
follow up for Stock Inventory	Company
Inquiry about upcoming GST updations	System
Particular	
IT return for FY - 18-19 for Business	
Follow up for Stock Inventory	
Inquiry about upcoming GST updations	
You can specify the occasion under	
Darticular for ov CST roturn TDS	
Purticulur , for ex, doi return, rbo	
return etc.	
Print Delete <u>A</u> ll/Company/System Order	

Level drop down selection

	Particular	Level
IT return for FY - 18-19 for Business		Company
Follow up for Stock Inventory		Company
Inquiry about upcoming GST updations		System
	Commence	
	Company	
	System	
	Vau can calact Company and System Javal	
	You can select company and system level	
	reminders as per your preference. For more	-
	info, switch to poyt clide	
	into, switch to next slide.	
Print Delete All/Company/	System Order	

- Company and Software options under Level drop-down
 - Level drop-down represents Company or System level notifications.
 - In company level notification, when a user opens a particular company he/she will be shown a notification on a selected date.
 - In system level, a notification will pop-up as soon as the user opens up Miracle.
 - In short, if you want to get reminded as soon as you open Miracle, Select System Level option.
 - If you want to get a notification when you open up a particular company at a specific date, then you can go for a Company level option.

Footer options

Itility -> Persor	al Diary -> R	eminder -> Re	eminder		
Remind Date	Frequency	Before Days	Category	Particular	Level
22/07/2019	Daily	0	Business	IT return for FY - 18-19 for Business	Company
08/08/2019	Daily	0	Business	Follow up for Stock Inventory	Company
08/08/2019	Once	0	Inquiry	Inquiry about upcoming GST updations	System
	Rer Com	ninder li pany, Sy	st will be stem or	shown as Both Levels	
		<u>A</u> ll/(Comp	any/System Order	
				Print Delete All/Company/System Order	
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Example of Company Level Reminder

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/07/2010	Daily	Delote Days Ca	sinoss	IT return for EV - 19-19 for Business	Company
/08/2019	Daily	0 80	siness	Follow up for Stock Inventory	Company
/08/2019	Once	0 100	uiry	Induity about uncoming CST undations	System
700/2019	Once	0 110	lan à		
			— (W	'e have created some Company and Software 🗄	
			- I .		
				evel reminders to show you how exactly this 📋	
				functionality works	
				iunctionality works.	

Example of Company Level Reminder

Compa	iny List
Path	E:\M9040-DEMO\ M
No.	Company Name
1	GST Demo
2	Android App Demo
3	Production - Auto Prodcution
5	Advance Receipt
6	Quotation-Order-Challan
7	PriceList Demo
8	Tulsi Prov. Store
9	Miracle Security (Userwise)
10	Create a New Financial Year
11	Bill To Bill O/s Demo
24	TIRUPATI FORGINGS
61	Production and Stock Journal
9999	Welcome To Miracle (GST)
Add	Edit Print Year Index After you will open Miracle, Company list will pop up. As soon as you will select the company, Reminder window will pop-up,
	shown in Next slide

Example of Company Level Reminder

Miracle 9.0 (Rel 4.0) - Premium Copy (Multi User)									
<u>M</u> aster	<u>T</u> ransaction	<u>G</u> ST	<u>R</u> eport	<u>U</u> tility	<u>S</u> etup	<u>E</u> xit	<u>W</u> indows	ENG 🚎 🔎 M-Search	\$ (?)
ະຄຸ	1: 👽 🗐								
	JE 🛆 🗉								2018-2019

Reminder For Date : 08/08/20	19			×
Narticular Particular		Days	Date Catego	ry User Name 🔺
Follow up for Stock Inventory		Today	08/08/2019 Busines	s SUPERVISOR
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7				
3				
andi				
nce				
	As soon as we will ente	er into the com	pany, the	ersion : 9.0 Rel (4.0) Build : 180
	company level reminde	er window will	show up.	ast Option Last Menu Thursday, Aug 8

Example of Software Level Reminder



Example of Software Level Reminder



Example of Software Level Reminder

Miracle 9.0 (Rel 4.0) - Premium Copy (Multi User)

Particular	Days	Date	Category
Inquiry about upcoming GST updations	Toda	/ 08/08/20	19 Inquiry
	As soon as we will open up the Miracle, this		
	Density days because the because in face of a face of the start		
	Reminder box will show up in front of you. That		
	is Software level reminder	Version : 9.0	Rel (4.0) Build • 1
		101110111010	Rei (Ho) Build i I

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And you are done! Setting up reminder was as easy as it looked.

Still finding difficult to setting up Reminder? Kindly contact your Software Vendor.

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hank you.