



**Bangladesh Bureau of
Statistics**

Budget System User Guide

Budget System User Guide

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1 GENERAL OVERVIEW

1.1. Purpose of This Document

This document is designed for the purpose of providing users detailed guides on how to utilize the system to perform:

- New User Creation
- Account Mapping Budget Creation
- Report View

1.2. Definitions of Terms

Terms	Definitions
BBS	Bangladesh Bureau of Statistics

2 New User Creation

2.1. Introduction

This feature allows user to create user for accessing the budget system admin panel. Here are the primary steps:

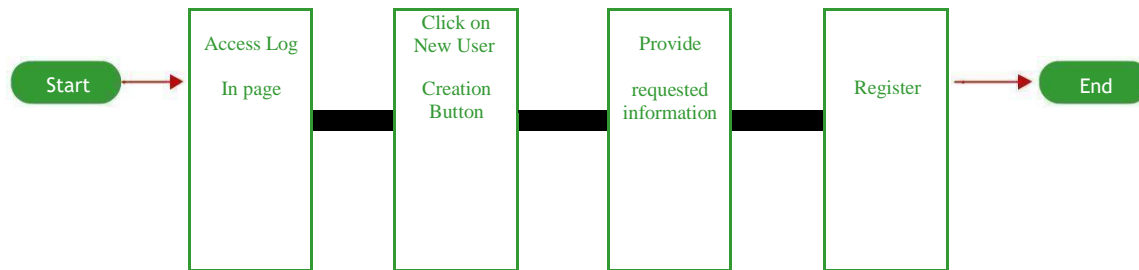
- Accessing “dashboard” page.
- Accessing “Security”
- Accessing “User Interface” Click “New User Creation” Provide requested information Click “Register” Button.

2.2. Prerequisites

For New User Creation successfully, you should remember this information carefully:

- Username
- E-mail Address
- Mobile
- Country

2.3. Function Flowchart



2.4. Login Page



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Please, read the instructions below:

1. If, you are *Authorized Admin*, then fill up Email and Password box with valid email and password and click "Sign In" button.
2. If, password forgotten, enter your email address and then click "Reset Password" link beside "Sign In" button and follow instructions.
3. To go back to previous panel, click "<< Back" button.

Email Address

Password

Back

Provide user and password (which you've received in the mail). The screen shall Display as the following

- Input the Email Address and Password.
- [1] Click on "Sign In" button.
- [2] Here is the dashboard after successfully

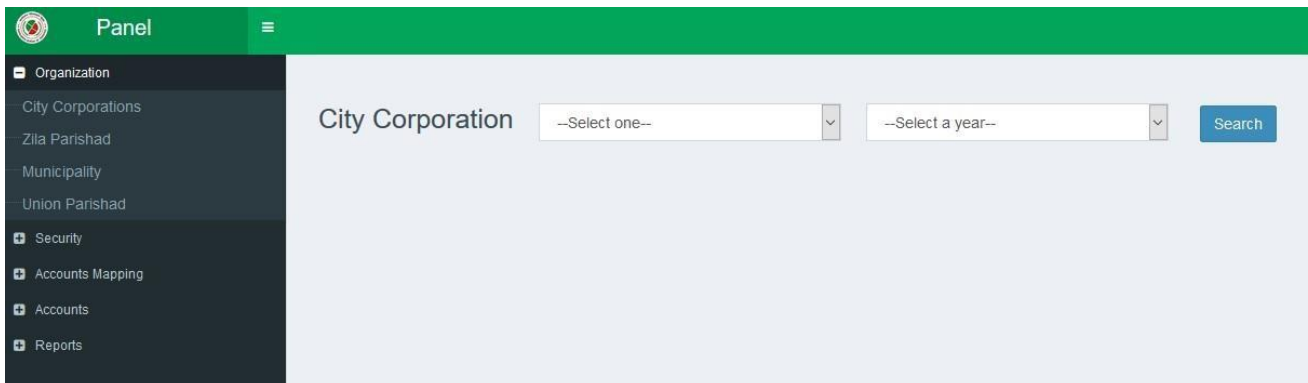
logged in.



3 Organization

3.1. Introduction

This feature allows user to access the organization list like – City Corporation, Zila, Upazila etc.



- From This page you can access any city corporation and enter a year to entry budget value

Panel Log out

Organization
Security
Accounts Mapping
Accounts
Reports

City Corporation

--Select one-- --Select a year-- Search

Selected city corporation: DHAKA SOUTH CITY CORPORATION for year: 2014-15

Account Code	Account Name (En)	Account Name (Bn)	(2013-14) Budget amount	(2013-14) Revised Amount (tk.)	(2014-15) Budget amount (tk.)
1001004	Arear	-		<input type="text" value="12"/>	<input type="text" value="12"/>
1001005	Current	-		<input type="text"/>	<input type="text"/>
1001006	Tax on Immovable Property	-		<input type="text"/>	<input type="text"/>
1001007	Registration of Premises	-		<input type="text"/>	<input type="text"/>
1001008	Tax on Professional Business	-		<input type="text"/>	<input type="text"/>
1001009	Tax on Advertisement	-		<input type="text"/>	<input type="text"/>
1002020	Electricity Tax Arear	-		<input type="text"/>	<input type="text"/>
1003029	Pure Food License	-		<input type="text"/>	<input type="text"/>
1003030	Animal Slaughtering Fee	-		<input type="text"/>	<input type="text"/>
1003031	Fair, Aoriculture Product Exhibition	-		<input type="text"/>	<input type="text"/>

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- After Entering value you can save the value for that particular year.
- All of the organization looks like this.

4. Security

4.1 Report

There is two user interfaces. First one is user report. Here you can see all the registered user in your system.

Panel Log out

- Organization
- Security
- Report
 - User Report
 - Login History
- User Manage
- Accounts Mapping
- Accounts
- Reports

Registered User List

Show entries Search:

Email Address	Name	Mobile	Organization	Country	User Type	IsActive	Action
d@g.com	Sunny	1156165	Bdecomit	Bangladesh	Admin	<input checked="" type="checkbox"/>	Edit Deactive
pritom.sunny@synesisit.com.bd	Pritom The Sunny	01677380102	Synesis IT	India	Operator	<input checked="" type="checkbox"/>	Edit Deactive
rafat003@gmail.com	Rafat	01949849498	BDECOMIT	18	Operator	<input checked="" type="checkbox"/>	Edit Deactive
tutulaiub@gmail.com	Tutul	01565456456	BDECOMIT	18	Operator	<input checked="" type="checkbox"/>	Edit Deactive

Showing 1 to 4 of 4 entries Previous Next

Second one is Login History. Here you can see all the login history on your system.

Panel Log out

- Organization
- Security
- Report
 - User Report
 - Login History
- User Manage
- Accounts Mapping
- Accounts
- Reports

Login History

Show entries Search:

LoginDate	Ip	OsBrowserDetail	UserName
1/2/2019 2:07:41 PM	localhost	Mozilla/5.0 (Windows NT 10.0; Win64; x64; rv:64.0) Gecko/20100101 Firefox/64.0	Sunny
1/2/2019 3:59:42 PM	localhost	Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/73.0.3633.0 Safari/537.36	Sunny
1/2/2019 4:27:14 PM	localhost	Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/71.0.3578.98 Safari/537.36	Sunny
1/2/2019 4:41:30 PM	localhost	Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/71.0.3578.98 Safari/537.36	Sunny
1/2/2019 5:28:15 PM	192.168.0.101	Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/71.0.3578.98 Safari/537.36	Sunny
1/3/2019 12:27:33 PM	192.168.0.109	Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:64.0) Gecko/20100101 Firefox/64.0	Sunny
1/3/2019 12:31:42 PM	192.168.0.109	Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:64.0) Gecko/20100101 Firefox/64.0	Sunny
1/3/2019 4:07:09 PM	192.168.0.109	Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:64.0) Gecko/20100101 Firefox/64.0	Sunny
1/5/2019 12:24:21 PM	192.168.0.108	Mozilla/5.0 (Windows NT 10.0; Win64; x64; rv:64.0) Gecko/20100101 Firefox/64.0	Sunny
1/5/2019 12:25:13 PM	192.168.0.108	Mozilla/5.0 (Windows NT 10.0; Win64; x64; rv:64.0) Gecko/20100101 Firefox/64.0	Sunny

Showing 1 to 10 of 167 entries Previous 2 3 4 5 ... 17 Next

4.2 User Manage

Here you can register any user to your system by entering the required fields.

The screenshot shows the 'User Registration' form within a system panel. The panel has a green header with 'Panel' and a 'Log out' button. A dark sidebar on the left contains a menu with 'User Manage' selected, showing sub-items 'User Registration' and 'User Privileges'. The main content area is titled 'User Registration' and contains a form with the following fields: 'User Name', 'Email Address', 'Password', 'Confirmed Password', 'Mobile Number', 'Organization', 'Country' (a dropdown menu with 'Select Country...' text), and 'Role' (a dropdown menu with 'Select Role...' text). Each field has a red asterisk to its right, indicating it is required. A green 'Register' button is located at the bottom of the form. A red note on the right side of the form states 'All (*) fields are required'.

5. Account Mapping

5.1 Manage Organization

This feature is for add/edit/delete your organization like city corporation, municipality etc.

The screenshot shows the 'Manage City Corporations' interface within a system panel. The panel has a green header with 'Panel' and a 'Log out' button. A dark sidebar on the left contains a menu with 'Manage Organization' selected, showing sub-items 'Manage City Corporations', 'Manage Zila Porishod', 'Manage Upazila Parishad', and 'Manage Union Parishad'. The main content area is titled 'Manage City Corporations' and contains a 'Create city corporation' button. Below the button are two input fields: 'City Corporation Name' and 'City Corporation GeoCode'. Below the input fields are 'Save' and 'Cancel' buttons. At the bottom of the interface is a table with the following data:

Name	CityCorporationGeoCode	
BARISHAL CITY CORPORATION	100650	Edit Delete
CHATTOGRAM CITY CORPORATION	201516	Edit Delete
CUMILLA CITY CORPORATION	201950	Edit Delete
DHAKA NORTH CITY CORPORATION	302625	Edit Delete
DHAKA SOUTH CITY CORPORATION	302620	Edit Delete
GAZIPUR CITY CORPORATION	303333	Edit Delete
KHULNA CITY CORPORATION	404733	Edit Delete
NARAYANGANJ CITY CORPORATION	306744	Edit Delete
RAJSHAHI CITY CORPORATION	508166	Edit Delete

5.2 Account Map

This feature is for mapping account. You can map your important accounts to certain organization. After clicking save button you will find your account on respected organization tab menu.

Panel Log out

Organization
Security
Accounts Mapping
Manage Organization
Accounts Map
Accounts
Reports

Map account for

Select Any Location And Press Search Button

Accounts

Mapped Location (DHAKA SOUTH CITY CORPORATION)

- 1. Taxes (income)
 - Arear (income)
 - Current (income)
 - Tax on Immovable Property (income)
 - Registration of Premises (income)
 - Tax on Professional Business (income)
 - Tax on Advertisement (income)
 - Tax on Cinema, Etc (income)
 - Tax on Other Transport (income)
 - Tax on Rickshaw Owners (income)
 - Tax on Animals (income)
 - Construction and Reconstruction of Building (income)
 - Pet Animals (income)
 - Tax on Inter District Bus Terminal (income)
 - Other Taxes (income)

6 Accounts

6.1 Chart of account

This feature enables you to add/edit/delete account to your chart of account list.

Panel Log out

Organization
Security
Accounts Mapping
Accounts
Chart of Account
Reports

Chart of Accounts

Account Level 1 (17)
+ Add

Details	Account Code	Account Name(En)	Account Name(Bn)	Account Type	Action
✓	1001000	1. Taxes	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	1002000	2. Rates	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	1003000	3. Fees & Tolls	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	1004000	4. Property Income	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	1004062	5. Miscellaneous Income	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	1006000	6. Government Grants	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	1007000	7. ADP, BMDP, BMTF, Others	-	income	<input type="checkbox"/> <input type="checkbox"/>
✓	2001000	1. Wages & Salaries	-	expenditure	<input type="checkbox"/> <input type="checkbox"/>
✓	2002000	2. Commodities & Services	-	expenditure	<input type="checkbox"/> <input type="checkbox"/>
✓	2030000	3. Construction	-	expenditure	<input type="checkbox"/> <input type="checkbox"/>
✓	2040000	4. Repairs & Maintenance	-	expenditure	<input type="checkbox"/> <input type="checkbox"/>
✓	2050000	5. Agriculture & Irrigation	-	expenditure	<input type="checkbox"/> <input type="checkbox"/>
✓	2060000	6. Plantation	-	expenditure	<input type="checkbox"/> <input type="checkbox"/>

7. Reports

7.1 Detail Report:

This feature enables you to see the detail report of any organization.

The screenshot shows a web application interface with a green header bar containing a logo, the word 'Panel', a menu icon, and a 'Log out' button. A dark sidebar on the left lists navigation options: Organization, Security, Accounts Mapping, Accounts, Reports, Detail Report (highlighted), Summary Report, and Summary Report Year Book. The main content area features a 'Select Organization' section with two dropdown menus (one showing 'City Corporation' and the other '2014-15') and 'Search' and 'Print' buttons. Below this is a table with the following data:

Name	(2013-14) Budget	(2013-14) Revised	(2014-15) Budget
Income			
1. Taxes	0	12	12
Arear	0	12	12
Expenditure			

7.2 Summary Report

This feature enables you to see the Summary report of any organization.

The screenshot shows a web application interface with a green header bar containing a logo, the word 'Panel', a menu icon, and a 'Log out' button. A dark sidebar on the left lists navigation options: Organization, Security, Accounts Mapping, Accounts, Reports, Detail Report, Summary Report (highlighted), and Summary Report Year Book. The main content area features a 'Select Organization' section with two dropdown menus (one showing 'City Corporation' and the other '2014-15') and 'Search' and 'Print' buttons. Below this is a table with the following data:

Name	(2013-14) Budget	(2013-14) Revised	(2014-15) Budget
Income			
1. Taxes	0	12	12
Expenditure			