

**COMPUTERIZATION OF SELECTED ACCOUNTING
PROCEDURES OF THE STATE NYSC SECRETARIAT**

(A CASE STUDY OF NYSC, NIGER STATE)

BY

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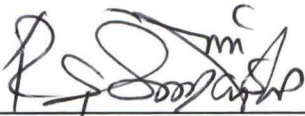
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CERTIFICATION

We certify that we read through this project and that it is the original work of ADEMOLA ISAAC BARTHOLOMEW ADELEKE. It conforms with the standard for the award of Post Graduate Diploma in Computer Science



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DEDICATION

THIS PROJECT IS DEDICATED TO THE LORD ALMIGHTY WITH WHOM ALL THINGS
ARE POSSIBLE.

ACKNOWLEDGEMENT

I with all humility, express my profound gratitude to the Almighty God for His unparallel love, affection and infinite mercy that make all things possible for those that believe in Him.

I am also grateful to Dr. S. A. Reju who supervised this project, for his ever ready posture to attend to me even at odd hours and places and also for his untiring disposition at offering pieces of advise on the project.

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ABSTRACT

For an efficient financial management in any organization, financial record keeping is very important. More so, a computerized system of record keeping will go a long way in alleviating the problem associated with the present manual system being operated, misplacement of files or missing of some vital information from corp members, staff and other related files.

For the purpose of this project, the proposed computerized system has been designed using the data base management system. Also, the program is designed such that data can easily be added, deleted and modified.

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CHAPTER ONE

INTRODUCTION TO ACCOUNTING SYSTEM

1.1 DEFINITION

Accounting can be define as the collection of financial data about an organization and the analysis, measurement, recording and recording of the information to decision makers

An accounting system processes the process of resources into and out of an organization. It is also processes the assets of the organization and lastly, it processes claims against those resources i.e. dept. Accounting requires judgement and interpretation in analyzing, reporting, and using the reported financial results.

Accounting has a special relationship with Economics which has been defined as the study of how people and society choose to employ scarce productive resources that could have alternative use to produce various commodities and redistribute them for consumption, now or in the future, among various group or person in society. Like Economics, Accounting has as a conceptual foundation that provides guidelines for the collection, measurement and communication of financial information about the organization.

In general Accounting report how an entity has collects, measures, interprets and report financial information on the same activities that are the focus of Economics.

1.2 HISTORICAL PERSPECTIVES

Accounting is as the exchange processes (barter or monetary) that gradually developed with civilization the earliest written records contain references to what now called accounting.

Accounting involved in respond to the economics needs of society prior to the 15th century. Accounting has no well-defined pattern except that it develop in answer to governing and trading needs of the era. The first known treatment of this subject of accounting was written in 1494, two

years after the discovery of America. Fr Luca Paciolo laid the foundations of the basic "Accounting Model" that is used to this day. As Economic activity progressed from the feudal system to agriculture and then to the Industrial Revolution, accounting continued to adapt to the needs of the society. As business units became more complex and broader in scope, accounting evolved in response to the increased planning and control responsibilities of the management. As Government grew in size and become more centralized. Accounting was developed to meet the increased responsibilities.

1.3

ACCOUNTING AND ENVIRONMENT

The environment in which accounting operates is a complex one same is affected by such forces as:

- (a) The type of Government (e.g. democracy versus communism)
- (b) economic system (e.g. free enterprises versus socialism) and
- (c) Industry (e.g. labour unions) Accounting is influenced significantly by the educational level and economic development of the society.

Organization such as business, Churches, Political parties, environmental groups and professional association can not effectively exist and accomplish its goals without the operation of accounting. Fundamental to a dynamic and successful society is the ability of each organization to measure and report its accomplishment. To undergo critical self analysis, and through sound decisions, to renew it self and grow. In this way, individual and societal objectives are served as best. ✱ Essentially, society and the various organization comprise it thrive in direct proportion to the efficiency with which scarce resources of men, material, money and machines are allocated. To achieve this goal, organizations need information about how the resources are obtained and used. Accounting information is designed to meet this need.

Accounting is a management information system that is continuously changed to meet the evolving needs of an equally dynamic society.

1.4 ACCOUNTING INFORMATION IN DECISION MAKING.

Most organizations engage in activities for an extended period of time. During this time, resources are committed and used with the expectation that there will be desirable results in the future. During the period of continuous creativity, those involved in the organization need information about the continuing amounts of resources committed, resources used, resources on hand and output (goods and services). This information should be reported, interpreted and evaluated periodically. The accounting process is designed to provide a continuing flow of such information to all interested parties in the form of consolidated financial statements.

1.5 MEASURING NET INCOME.

A major objective of a business is to earn a profit, but for a non-profit organization, its objective is to ensure that its income and expenses are matched together and presented in a logical manner at a specific period of time or a regular basis. In order to provide timely.

Information to statement users, the operating life of an organization (profit and non-profit) is divided into relatively short intervals of equal length called accounting period. One important accounting function is measuring profit earned or loss incurred in case of profit-making venture or income and expenditure for non-profit making concerns. Revenues and expenses may be measured either on cash basis or accrual basis.

1.6

METHODS OF MEASURING NET INCOME:

1.6.1

CASH BASIS METHOD.

Under the cash basis of accounting, revenues are recorded in the period in which cash is received and expenses are recorded in the period in which cash is paid. On a strict cash basis, net income is the excess of cash inflow from revenues over cash inflow for expenses. This method does not recognize revenue from the sales good or the performance of a service on credit until the receivable is collected. In addition, the costs of goods and services used to produce revenue during the current period are organized as expenses during the period in which they are paid. The payment could have been made in the current period but may have been made in a previous period or may be made in a future period.

1.6.2

ACCRUAL BASIS METHOD.

Under the accrual basis of accounting, revenues are recognized in the period in which they are earned-that is, when goods are sold or services are performed-rather than when cash is received. Expenses are recognized when they are incurred-that is, during the period in which goods are used or services are received- rather than when they are paid for. The accrual basis net income for accounting period is determined by subtracting expenses incurred during the period from revenues earned during the period, in accordance with the revenue principle. The process of associating expenses with revenues generated during the period is called matching.

Thus, the process of determining periodic net income involves identifying and measuring the revenues earned during a specific accounting period. Next, expenses associated with producing those revenues are identified and measured. As a result, both revenues earned and the cost of assets used up in the process of producing those revenue (i.e. expenses) are reported in the same income statement.

Accounting system of any organization, be it profit making or non profit making are guided by some accounting concepts without which the preparation of financial statement of such organization would not comply with Generally Accepted Accounting Practice (GAAP).

1.7 ACCOUNTING CONCEPTS.

Fundamental Accounting Concepts are the broad basic assumptions that underlie the preparation of the periodic financial statements of an establishment:

These concept include:

- i. Accruals Concept
- ii. Consistency Concept
- iii. Going Concern Concept
- iv. Entity Concept
- v. Periodicity Concept.

1.7.1 Accrual or Matching Concept

The concept holds that for any accounting period the revenue and all the cost incurred that generated that revenue must be matched and reported for the period. If revenue is carried over from a period or deferred to future period, all elements of cost and expenses relating to that revenue are usually carried over or deferred.

1.7.2 Consistency.

This means that there is consistency in accounting policies used in the preparation of the accounts and also consistency in the treatment of like items from one period to another.

1.7.3

Going Concern.

This means that the enterprise will continue in operational existence for the for-seeable future. It is assumed that the enterprise has neither the intention nor the necessity of liquidation or of curtailing significantly the scale of its operations.

1.7.4

Entity Concept

Every economic unit regardless of its legal form of existence is treated as a separate entity (in accounting) from parties having economic or proprietary interest in it.

1.7.5

Periodicity Concept.

Although the result of business unit cannot be determined with precision until its final liquidation, the business community and users of financial statements require that the business be divided into accounting periods (usually one year) and that changes in position be measured over these periods.

CHAPTER TWO

THE NATIONAL YOUTH SERVICE CORPS: IT'S FORMATIVE DAY AND OBJECTIVES.

The National Youth Service Corps is a brain child of decree 24 of 22nd May, 1973. The amalgamation of the Northern and Southern protectorates in 1914 by the British Lord masters transformed the Niger areas into the largest single entity in a continent regarded as dark and the most populous country of the African continent.

This step taken by the colonial Masters have been traced by Historians to rather selfish ambition of the European traders who invaded the West Africa Coast and also faced strong rivalries from their French counterparts.

This singular act which was done with little regard to the existence and distinctive peculiarities of the different geographical areas being amalgamated brought about the creation of the modern Nigeria. Amidst vicissitudes here and there Nigeria forged ahead till 1966 when the civil war broke out which almost shattered the hope of the foreign nationalist and cast a fog on the continued existence of Nigeria as an entity. The 30 month civil war reduced the nation to rubble and increased the awareness of our leaders along the lines of individualism and sectional particularism.

The post civil war era saw Nigeria begging for integration reconstruction and reconciliation. Towards this end, observers opined that, it was geared for the post war Nigeria to inculcate as a matter of deliberate policy, the qualities of leadership in her most educated and enlighten youths from among whose rank leaders in all walks of life are recruited.

Apart from the growth of tribal and sectional self consciousness which obviously needed to be arrested as quickly as possible, some form of positive solutions to the problems of the country had to be adopted. To champion this course the National Youth service Corps scheme was established to form the vanguard in what eventually amounted to a mobilization of the nation to fight social ills. Its objectives as spelt out in section 1 of decree 24 of may are as follows.

2.2 OBJECTIVES OF N.Y.S.C SCHEME

- (a) To inculcate discipline in Nigerian Youths by instilling in them a tradition of industry at work and of patriotic and loyal service to the nation in any situation they may find themselves.
- (b) To raise their moral by giving them the opportunity to learn higher ideals of national achievement and social and cultural improvement.
- (c) To develop in them attitudes of mind acquired through shared experience and suitable training which will make them more amenable to mobilization in the nations interest.
- (d) To encourage the members of the service corps to seek, at the end of their corps service career, employment all over the Country thus promoting the free movement of labour.
- (e) To induce employers, partly through their experience with members of the service corps, to employ more readily qualified Nigerians irrespective of their States of origin and
- (f) To enable Nigerian youths to acquire the spirit of self reliance.

2.3 THE CARDINAL PROGRAMMES OF THE SCHEME:

The National Youth Service Corps year consists of a four- phase programme comprising:

1. Mobilization;
2. Orientation;
3. Primary Assignment and Community Development Service; and
4. Winding Up Activities and Passing -Out Parade.

2.3.1 MOBILIZATION:

Mobilization is the first phase of activities in every Service year. First, the Directorate Headquarters collects data on all prospective Corps members. This data is processed and used as the basis for deployment to the States. This is done in liaison with the various Corps- producing institutions, nation-wide, whose graduates qualify for enlistment into the Youth Service Scheme. Graduates from foreign institutions report directly to the Directorate Headquarters for the evaluation of their Certificates, preparatory to deployment.

The instrument that authorizes the deployment of each Corps member is the Call-up letter. This letter, issued by the NYSC Directorate Headquarters is distributed to all prospective Corps members in the Country before they leave their institutions, after their final examinations.

In accordance with the decree which established the NYSC Scheme, only successful candidates in the various Certificate/Diploma/Degree examinations are liable to be called up for service in the Scheme. Thus, only such candidates are qualified to collect their call-up letters from the Student Affairs Officers of their respective Institutions. Thus, candidates with references in some of their final papers or having some unit courses or credit hours to complete their certificate examinations or who failed their examinations entirely are not allowed to collect their call-up letters until they successfully completed and passed their courses.

A final year student of a higher Institution is exempted from the service if

- (a) He is over 30 years of age
- (b) He has served in the Armed Forces or the Police or National Security Organization for a period of more than nine months.
- (c) He has been conferred with any "National Honour"

The Call-up Letter informs the Corps member of his State of deployment, the venue of the orientation Course and the Call-up date. The letter also informs the Corps member on the materials he is expected to bring along to the Orientation Camp.

Corps members have no choice as to what State they would be deployed to. Infact, as much as possible they are posted to States other than their own State of origin, as a cardinal objective of the Scheme is to achieve national unity and integration by exposing Nigerian Youths to life in other parts of the Country. However, exemptions to this posting policy may be granted on health, marital or other extremely compassionate grounds. For prospective Corps members with health problems, medical reports from the University Teaching Hospitals, Medical Centres of relevant tertiary Institutions, General Hospitals, Military or Mission Hospitals, and signed by the Chief Medical/ Health Officer or Consultant is acceptable to the National Directorate, but medical reports from private hospitals or clinics are not acceptable. In cases where genuine requests for concessional posting were erroneously not effected in the call-up letter, there are still avenues for making corrections before, during and after the orientation course.

2.3.2

ORIENTATION COURSE:

Once Corps members report to their states of deployment they register for a training programme which is designed to train them for their one year national assignment and equip them with paramilitary skills. This training programme is the orientation course, organized in all states of the Federation as well as the Federal Capital Territory.

The orientation course is design to give Corps members a proper understanding of the scheme's goals and ensure that they internalize its ideals. It is also designed to familiarize them with their new environment, prepare them for their unique roles during the service year as well as to instil discipline, inculcate the spirit of national consciousness and promote a sense of collective responsibility and esprit de corps among all members. Last but not least, it is designed to give corps members adequate physical and mental training and equip them with practical, social and leadership skills to enable them the varied challenges of the service year.

2.3.3 PRIMARY ASSIGNMENT AND COMMUNITY DEVELOPMENT SERVICE:

Passing out from the hectic and intensive training of the one-month Orientation Course, the Corps members proceed to their primary assignment, and Community Development Service, two most important and demanding aspects of the entire national service.

The primary assignment is done under an employer either in the public or private sector. The Community Development Service (CDS) is a package of projects, aimed at harnessing the skills, creativity and innovativeness of the youths into effective machinery for national development and is discharged to the corps member's host community.

The Community Development Service used to be a six-week programme running through the Christmas and Easter holidays. But, recently, the services had been restructured into a traditional Easter Community Development exercise and a year-round CDS. Community Development Services involve all the contributions Corps members are expected to make to communities to which they are deployed. This services are rendered outside the primary assignment hours.

The Traditional Community Development Programme from its inception has featured projects in remedial and extra-mural classes for school children, adult education classes, legal aid clinic, agricultural projects, organizing drama clubs, games and sport competitions. Others include health campaigns, manpower and feasibility surveys, socio-economic surveys of local communities, charity appeal campaigns, etc.

2.3.4 WINDING-UP ACTIVITIES AND PASSING-OUT PARADE:

This programme draws the curtain over the service year. It is the occasion at which all the dignitaries who were present at the orientation and swearing-in ceremony gather again to bid the Corps members a befitting farewell.

The passing-out parade normally brings all the Corps members back from their various primary assignment post to a central location, usually the State Capital. The parade, which is usually conducted with colour, pomp and pageantry and attended by the State Government, also provide an opportunity for general evaluation, to determine whether or not the Corps members have effectively internalized the ideals of the scheme.

Beside the parade, the winding-up programme also features cultural displays, drama performances and presentation of prizes to those Corps members who excelled in their various assignments during the service year.

2.4 MODE OF FINANCE

Right from inception, the scheme is designed to be co-financed principally by the Federal and State Governments. While the federal Government make s funds available for the payment of Corps allowances, orientation course programme and other supporting services. The State Government is mandated by the enabling decree to supplement the funds by making available to the State Directorate of the scheme a minimum of Five hundred thousand naira (=N500,000.00) only (=N0.5m) to enable the State Directorate carry out efficiently some of its statutory obligations on the Corps members.

In addition, the provision of office accommodation and residential accommodation for the State Executive fall under the ambit of the State Government.

2.5 REMITTANCE OF ALLOCATION & FINANCIAL AUTONOMY

In the early days of the scheme, all funds from Federal to its State secretariats used to pass through Federal Pay Office in the State. All forms of disbursement by the Secretariat equally needed to pass through the pay office.

CHAPTER THREE

NYSC ACCOUNTING SYSTEM DESIGN

3.1 INTRODUCTION

In computerized accounting system, form and documents are replaced by screen layout for visual display units. And for the accounting system effectively, suitable software and hardware requirements to be used.

The design of a system usually starts with a definition of its outputs. The specification of the information enables the analyst to determine the outputs and the data files required to support the system.

The confirmation of input, output and storage requirements or formats enables the analyst to write or design program specifications, which describes the software required to support the accounting system's processing of data. It is important that these information requirements be clearly established to facilitate smooth implementation of the system. But before the designs begin, two basic points must be borne in mind, these points are:

- (i) Review of the NYSC accounting system objective basically, the objective of the computerizing the NYSC accounting system among others are to:
 - (a) Improve accounting information storage and retrieval.
 - (b) Reduce the time taken to process and produce report.
 - (c) Increase the accuracy and hence reliability of information obtained from the accounting system for the National Youth service corps.
 - (d) Reduce the cost of stationery and other resources required for running the accounting system.

(ii) Review of constraints imposed on the NYSC accounting system in the budgetary limitations. As such, during the course of design care must be taken to ensure that the system is within the limit affordable by the National Youth Service Corps.

This usually involve definition of outputs generated by the proposed system. These outputs represent the results of the system, and if they are not of value, the effectiveness of the system is negligible. Therefore, it is necessary that the inputs definition be distinctly established before any other aspects of the system are designed.

In the case of NYSC accounting system, the following inputs are required to be produced by the system. They include:

- (a) Authority to incur expenditure report.

This is a document containing the breakdown of a bulk of allocation of fund under different accounting sub heads and codes. It also conveys to the organization accounting officers the Chief Executive approval and authority to incur expenditure under the various accounting subheads to the extend of the amount appearing before each subhead.

(Niger State Secretariate)

Report Date:

Head Code	Account	Amount (In)
-	-	-
-	-	-

(b) Vote Book Report

The departmental vote Expenditure analysis Book is a document that shows the analysis of the income that comes into the coffers of the organization and the expenses incurred and consequently the balance (credit or debit) under the different subheads.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.2:- Vote Book Report

Report Date:

Acct-Head Code	Account Name	Dr-Amount	Cr-Amount
-	-	-	-
-	-	-	-
-	-	-	-

(c) Bank Schedule Report

This is a document that contains names, account numbers and corresponding amount of each payee addressed to the bank to credit the account of each payee.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariate)

Figure 3.2.3: Bank Schedule Report

Report Date:

Bank:

Names	Account No	Amount
-	-	-
-	-	-

Total

1

Signed:-----

Chief Accountant

(d) Petty Cash Payment Voucher

This a document that conveys to users of accounting information the summary of what the amount contained on the face of the document is used to meet, by way of expenditure. See below for more detail.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.4:- Petty Cash Payment Voucher.

Payee-

No-

Acct Code-

Date-

Date	Detailed description of payment	Amount
-	-	-
-	-	-

Total

(e) Trial Balance

Trial balance is a list of account balances (debit/credit) extracted from the books of account (ledgers). There is the simple Trial Balance and the extended Trial Balance. In both cases, the Trial Balance must always balance.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariate)

Figure 3.2.5:- Trial Balance Report.....

Month_____

Year_____

Code	Sub-head Account	Opening Bal.		Current Trans.		Cumm. Bal	
		DR	CR	DR	CR	DR	CR

—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—

(f) Expenditure Returns

Expenditure returns is a document that contains the final analysis of expenses incurred and income of the organization during the end of a specific accounting period which may be monthly, half yearly or yearly.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.6: Expenditure Returns

Month _____ Year _____

Code	Account	Alloc. to date	Exp. this month	Exp. to date	Balance
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—

(g) Staff List Report

This report is designed to produce list of staff on the NYSC (Niger State) payroll.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.7:- Staff List

Report Date: _____

S/No.	File No.	Staff Name	Rank	G.L/Step	Basic Salary
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—

(h) Corps Members List

This report provide list of Corps members that served in Niger State for a particular year. As such, it can provide report on Corps member list for any specific year with effect from the year of implementation.

(g) Staff List Report

This report is designed to produce list of staff on the NYSC (Niger State) payroll.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.7:- Staff List

Report Date: _____

S/No.	File No.	Staff Name	Rank	G.L/Step	Basic Salary
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—

(h) Corps Members List

This report provide list of Corps members that served in Niger State for a particular year. As such, it can provide report on Corps member list for any specific year with effect from the year of implementation.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.8:- Corps Members List

Report Date: _____ Year _____

S/No.	State Code No.	Name	sex	Age	Qualif.	Bank Acct. No.
—	—	—	—	—	—	—
—	—	—	—	—	—	—
—	—	—	—	—	—	—
—	—	—	—	—	—	—
—	—	—	—	—	—	—
—	—	—	—	—	—	—

(i) Bank List

This report produces list of all the banks NYCS (Minna Chapter) operates with in all the Local Government Areas in Niger State including the State Capital City.

NATIONAL YOUTH SERVICE CORPS
(Niger State Secretariat)

Figure 3.2.10:- Bank List

Report Date: _____

Bank Code	Name	Location
—	—	—
—	—	—
—	—	—
—	—	—
—	—	—
—	—	—

3.3 Input/ File Design

After the Accounting system's outputs have been defined, the design of input and file formats can begin.

The definition of input, output and file formats does not preclude modifying them at later stage of the project. Hence, minor changes are or may be made continuously as the system is being completed or maintained.

Figure 3.3.1:-

a) Authority to Incur Expenditure File

Field No.	Field Name	Type	Size	Decimal	Index
1.	Acct-head	Character	12	-	Yes
2.	Acct. Name	"	20	-	-
3.	DR- Amount	Numeric	12	2	-
4.	CR- Amount	"	12	2	-
5.	Date of - Acct.	Date	8	-	-

Figure 3.3.2:-

b) Account Head File

File No.	Field Name	Type	Size	Decimal	Index
1.	File Number	Character	12	-	Y
2.	Name	"	20	-	-
3.	Sex	"	1	-	-
4.	Rank	"	15	-	-
5	Grade level	"	5	-	-
6	Basic Salary	Numeric	9	2	-

Figure 3.3.4:-

d) Corps Members Record File

Field No.	File Name	Type	Size	Decimal	Index
1	State Code No.	Character	12	-	Y
2	Name	"	20	-	-
3	Sex	"	1	-	-
4	Age	Numeric	2	-	-
5	Qualification	Character	5	-	-
6	Year	"	7	-	-
7	Amount	Numeric	7	2	-
8	B- Acct.- No.	Character	10	-	-

Figure 3.3.5:-

e) Bank Record File

Field No.	Field Name	Type	Size	Dec.	Index
1	Bank Code	Character	12	-	Y
2	Bank Name	"	20	-	-
3	Location	"	20	-	-

Figure 3.3.6:-

Vote Book Record File

Field No.	Field Name	Type	Size	Dec.	Index
	Account-head code	Character	12	-	Y
	Account Name	"	20	-	-
	DR-Amount	Numeric	12	2	-
	CR-Amount	"	12	2	-

Figure 3.3.7:-

e) Petty Cash Payment Voucher File

Field No.	Field Name	Type	Size	Dec.	Index
1	Acct. Head code	Character	12	-	Y
2	No.	"	5	-	Y
3	Payee	"	20	-	Y
4	Date	Date	8	-	Y
5	Payment Detail	Character	20	-	-
6	Amount	Numeric	9	2	-

Bank Schedule File

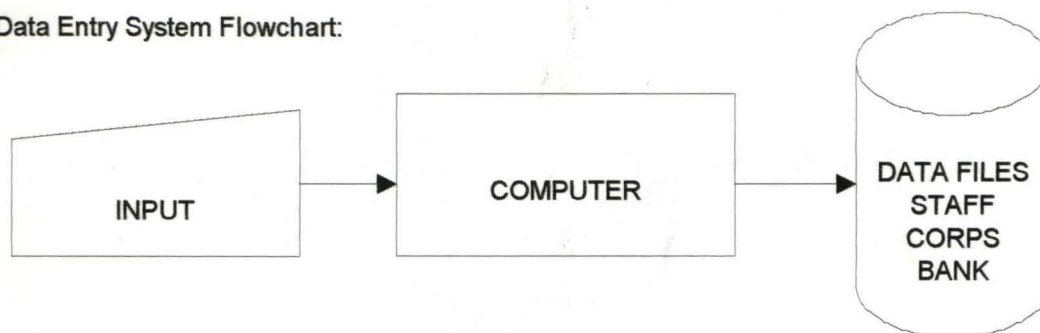
Field No.	Field Name	Type	Size	Dec.	Index
	Acct. Head No	Character	12	-	Y
	Bank Code	"	12	-	Y
	Payee Name	"	20	-	-
	Amount	Numeric	12	2	-
5	Date Paid	Date	8	-	-
6	Acct. No.	Character	12	-	-

3.4 PROCESS DESIGN

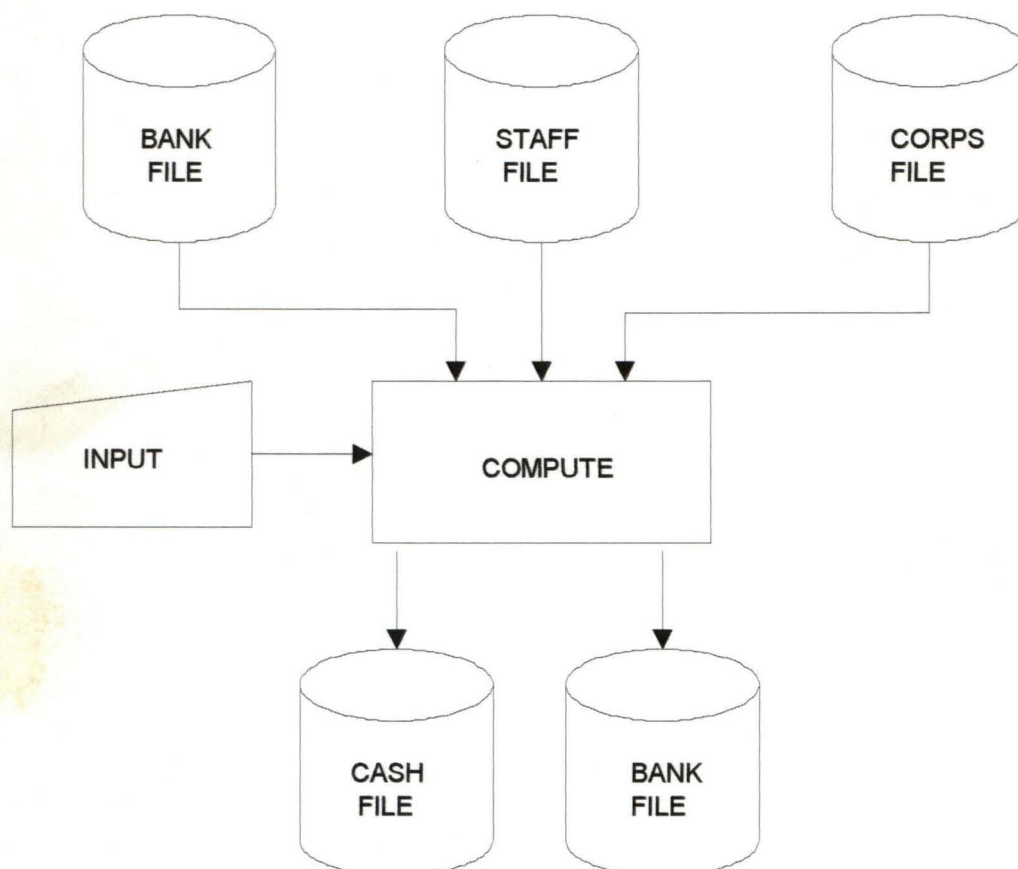
This can be accompanied by the use of system flowchart which shows graphically the logical steps required to complete a processing task.

The processing tasks in NYSC Accounting system include the following:

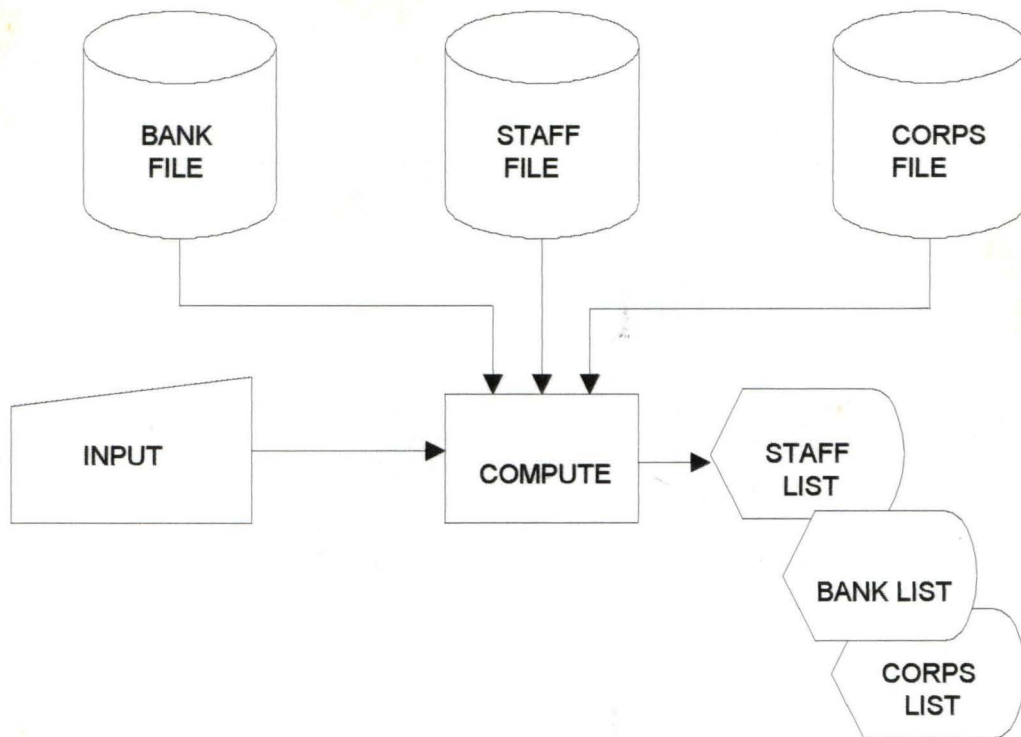
(a) Data Entry System Flowchart:



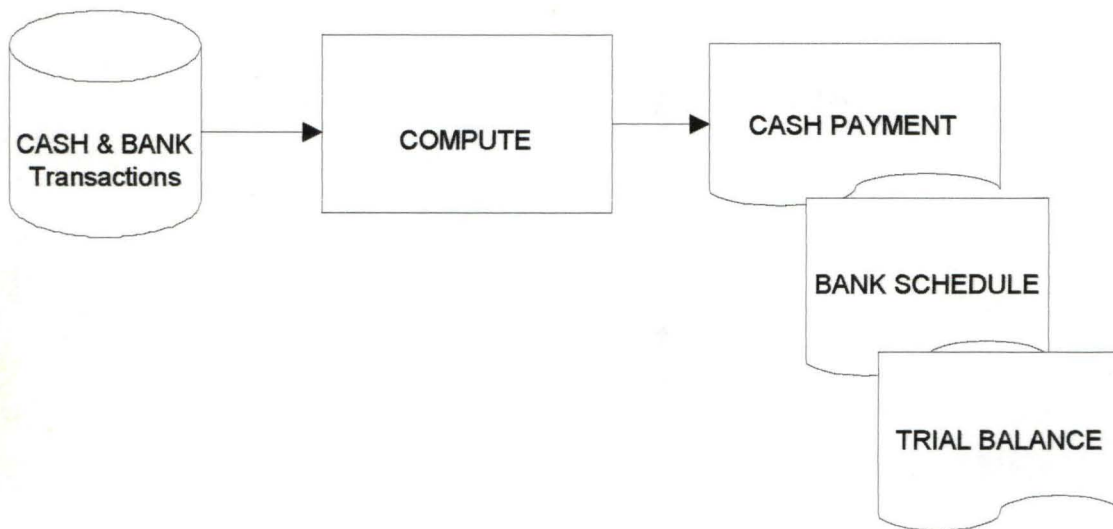
(b) Transactions Processing System Flowchart:



(c) Enquiry Processing System Flowchart:



(d) Report Processing System Flowchart:



5 NYSC Accounting System Requirement Specification

Effective and efficient use of the proposed system, the following computer configuration is required for the new system. This recommendation is based on the needs of the Accounting system with respect to the nature of data to be processed and the volume of data to be handled.

Hardware

Processor	- 486DX or higher
RAM	- 2MB
Hard Drive	- 500MB
Floppy Disk Drive	- 1.44MB
Monitor	- VGA
Keyboard	- Standard
Printer	- EPSON FX or better
Power Protector	- UPS

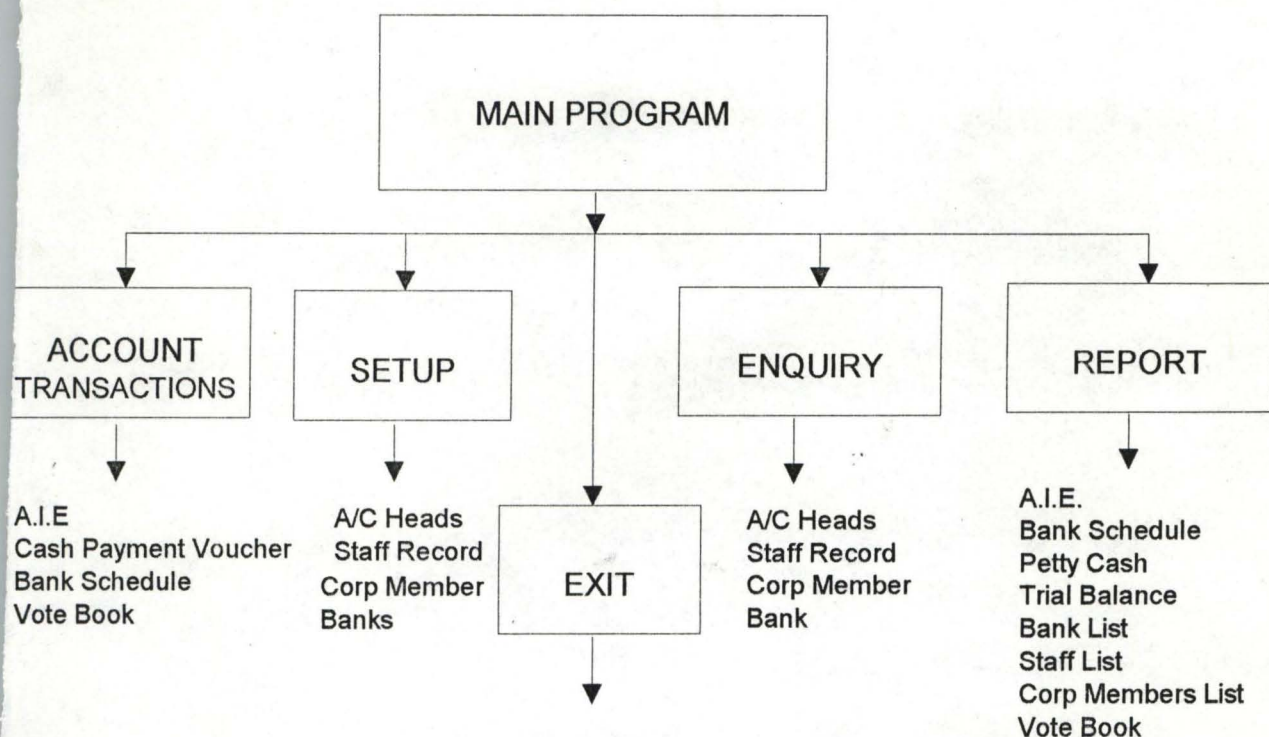
Software

The proposed system is designed to operate in DOS environment, and the following software is required:

Pre-installed DOS 4.0 or higher version

Pre-installed DBASE IV

5.6 NYSC Accounting System Program Structure



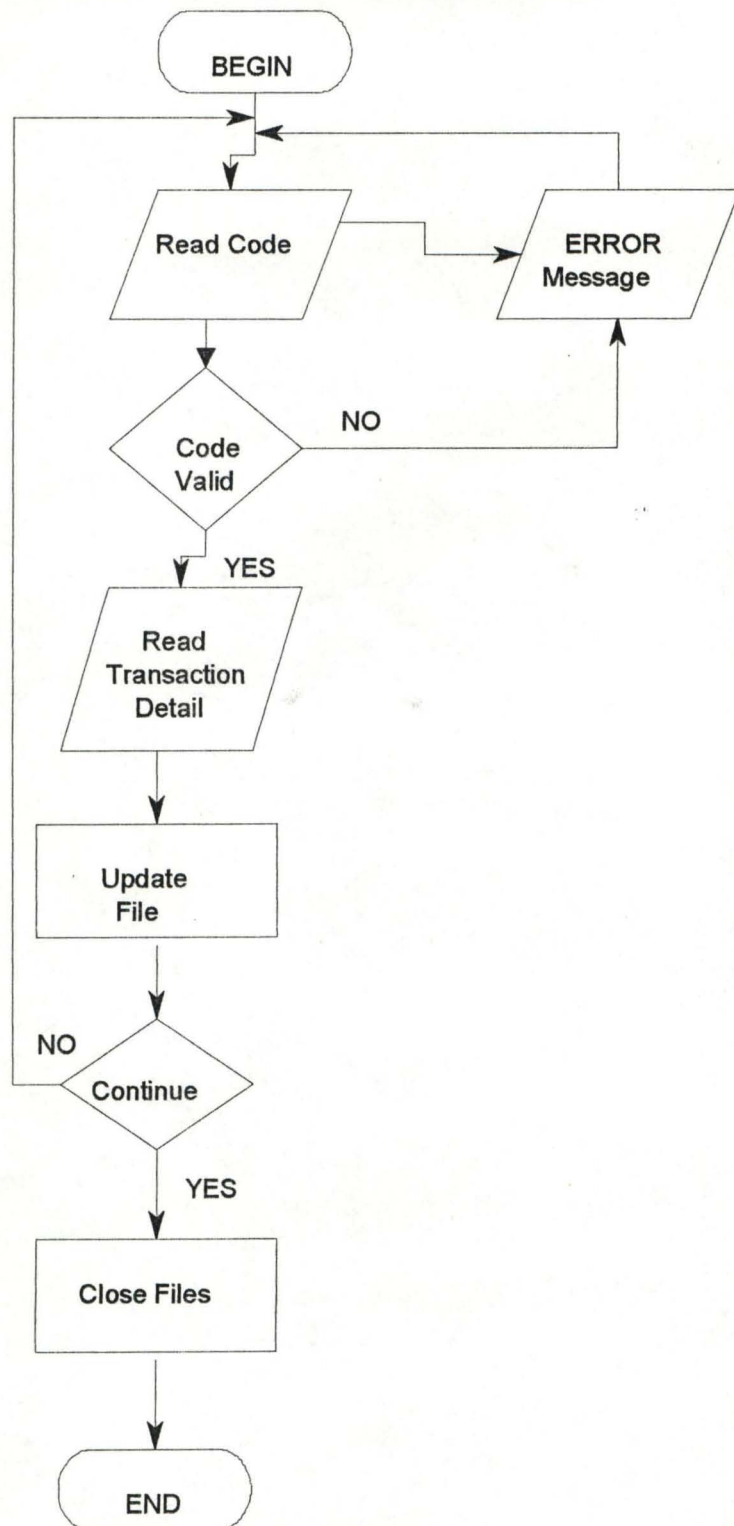
5.7 Program Flowcharts

To provide a systematic method of working out and processing logic of the programs and to document the logic, program flowcharts will be produced. This will serve as a guide for coding, debugging and ease post implementation maintenance.

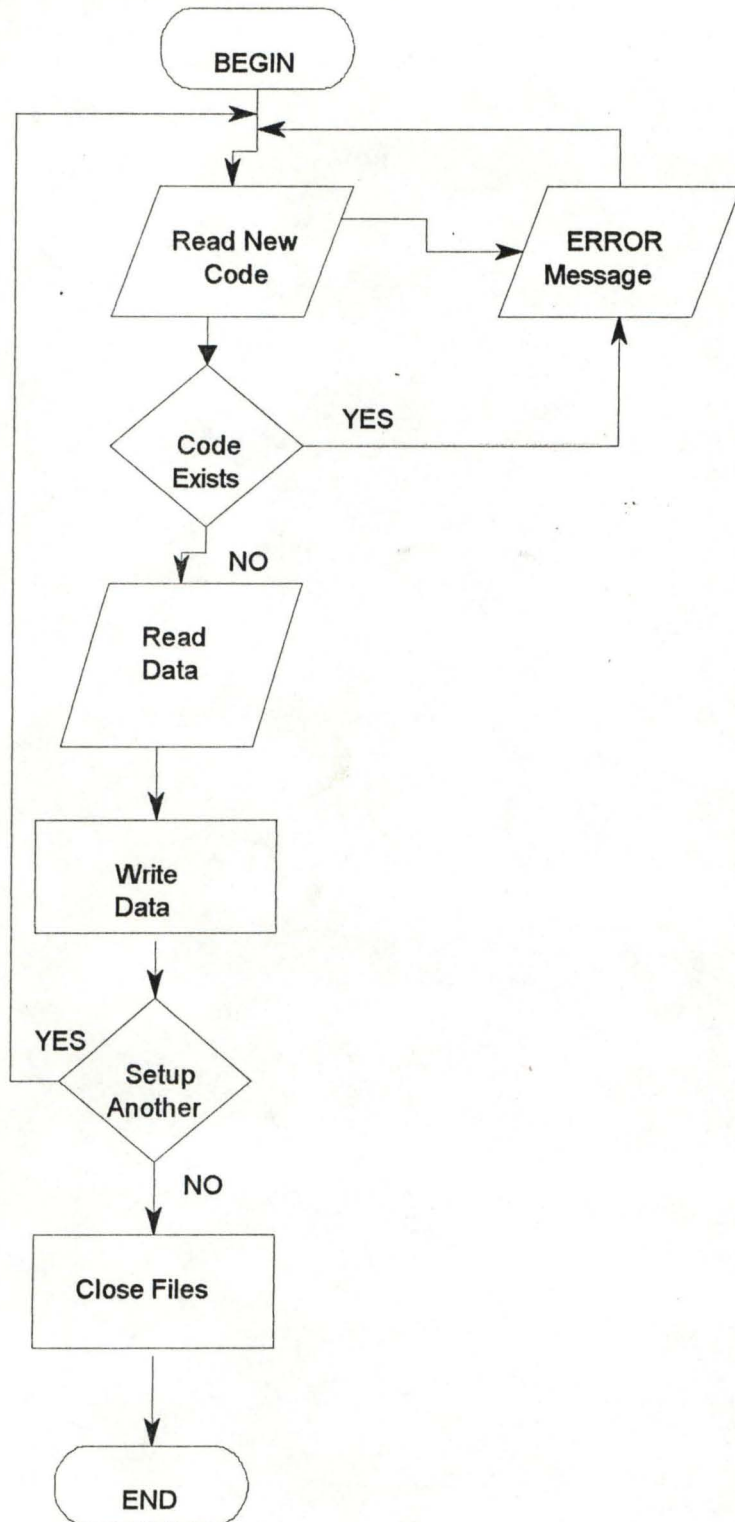
Flowcharting is a graphic technique developed for the purpose of representing symbolically the processing of data by computer systems. Program flow-chart therefore shows logical flow of program to solve a specific problem.

In some cases, it can be argued that flowchart is of little value. However, the discipline of flowcharting even the simplest program into logical steps ensures that all the program's jobs are identified and a clear pattern of the logical flow is obtained.

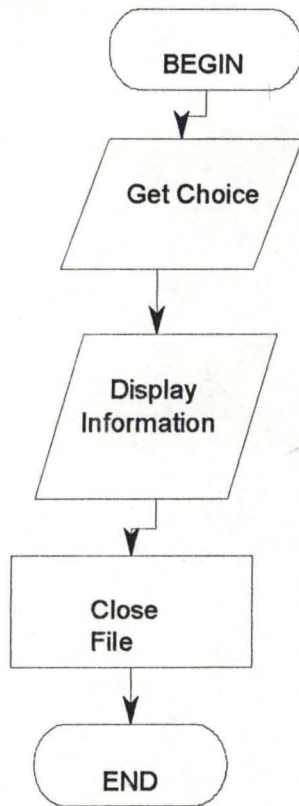
7.1 ACCOUNT TRANSACTION PROGRAM FLOWCHART



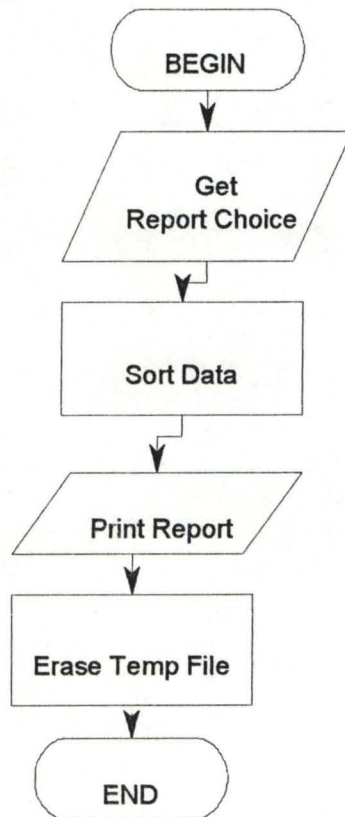
7.2 SETUP PROGRAM FLOWCHART



3.7.3 ENQUIRY PROGRAM FLOWCHART



3.7.4 REPORT PROGRAM FLOWCHART



CHAPTER FOUR

NYSC ACCOUNTING SYSTEM IMPLEMENTATION

4.1 INTRODUCTION

The implementation phase of system development involves the transformation of the newly designed Accounting system into a computer program using a level language.

The NYSC accounting system is expected to engage in information storage and retrieval. Therefore, the choice of computer programming language to be used for coding is oriented towards database management system. The database management system which is a software development package is found suitable for this project for the following arguments.

4.2 DATABASE MANAGEMENT SYSTEM

The Database Management System is a software system that is capable of supporting and managing an integrated database. It handles all access to the database. It is quite efficient in data storage, retrieval and updating. In fact, there are numerous advantages associated with the Database Management System.

4.3 ADVANTAGES OF DATABASE MANAGEMENT SYSTEM

(1) Data Integrity Control - The purpose of this is to see that all input data are correctly recorded, all transactions are processed without additions or omissions, and all output are accurate, timely and distributed only to those authorised to receive them.

(2) Data Security - Access to the database is restricted to the authorised personnel.

(3) Data Independence- This is the isolation of the application program from modifications in logical organization and storage consideration of the database.

(4) Standardization- With centrally controlled database, it became possible to ensure that the installations and Industrial standards are observed in representation of data.

4.4 Program Coding Debugging and Testing

Upon completion of the program flowcharts, the rest thing is to code, debug and test the new system.

Program Coding

This is the translation of the flowchart into machine-readable instructions or program. Once on the program flowchart logic is S and, with good knowledge of the programming language to be used the coding process simplified. The coding of NYSC accounting System was done.

Program Debugging

After the completion of the coding process, effort was geared towards eliminating errors (bugs) in the program. All errors in the program that were obvious at this stage were removed and are corrected.

Program Testing

The 'test data' were compiled so that all programs and validation routines are tested. The program at this point was error free; and individual program were tested with the test data.

Next the entire program was thoroughly tested with all modules incorporated. This was completely a deferent level of program testing. This is because the programs that worked alone now behaves differently. Therefore, an interim debugging measures were taken to correct this problem.

The second level of test then began. This time, "live data" was used to test the integrated system. these exercise provide an extra level of assurance that the NYSC accounting system will work satisfactorily.

At this point, the change over plan can be implemented. The type of the change over procedure will depend largely on the type of system in question. Although the "parallel run" is usually safe, it is rather costly. Minimizing length of period for parallel run will cut down the cost, there the method is recommended for this Accounting System.

Testing is the most time-consuming part of programming, which is probably why it is most often neglected. Since the job of writing a program is to make it work, it is essential that every path through the program is explored so that as near 100% reliability as possible is obtained for the program. Without it, all the effort put into writing the program will go to waste.

It is therefore necessary to plan to a series of tests, firstly by identifying all the separate paths through the program (i.e. different ways to pass through the program begins BEGIN and END); and secondly to prepare suitable test data for each program.

It is not enough merely to ensure that the program works as the user intended; it must also be secured against execution errors caused by faults in input data or in the computer in which it is being run.

4.5 NYSC accounting Program Manual

To use the NYSC Accounting program, the user needs to be educated about its usage. There are basic steps that must be taken before activating this Accounting program.

NYSC Accounting System Operating Manual

The NYSC Accounting Operating Manual is a step by step guide on the operation of the Accounting program.

Establishing Contact With the Computer:

First switch on the power from the main switch, and then the power surge protector (UPS). Then wait for some seconds, and then switch on the Central Processing Unit (CPU) and finally the display unit.

Running the NYSC Accounting Program

On successful booting of the computer, type at the DOS Prompt the following commands:

C:\CD DBASE and return

C:\DBASE> DBASE and return

When the DBASE IV is fully activated by displaying the control centre, press {ESC} key and then letter Y

AT DOT prompt, type

. SET DEFAULT TO A and return

. DO NYSC ACCT and return

The main menu of the program then appears.

Account Transactions

The account transactions option in the main menu provides means of entering data into the following accounts: press 1 to select.

Authority to main expenditure

From account transactions menu, select 1, then enter the account head code; if the code entered is valid, enter amount and then save entry.

Cash Payment Voucher

Select 2 from the account transactions menu. It allows entry of cash payment details.

Bank Schedule

Payment of Corps members allowances through various banks at different locations in Niger State are entered by selecting option 3.

Vote Book

Option 4 from the account transaction menu is used to make vote-book entries. The account head code and amount are entered to update the account.

Setup Menu

The setup menu compromises of basically means of establishing data that are permanent in nature. These include the account head codes, Bank records, Staff and Corp Members records. Each of these requires provision of new (non-existing) code and discretion or details.

After entry, the new records are added to the existing ones. To setup, select option 2 from the main menu.

Enquiry

The enquiry option provides the opportunity of displaying data on the screen instead of printing same on the screen. Enquiry can be made on most setup options in the main menu. To enquire, press 3 from the main menu, then select any desired option for enquiry operation.

This operation dose not allow editing, or modification of existing records. It does not also allow adding of new records to the database.

It is therefore provided for viewing records in the database file being kept by the system.

Printing Reports

To print report on printer, select option 4 from the main menu. The report menu will be displayed from which further report selection could be made. Once this is made, press Y, if the printer is ready to start printing or press N to abandon the operation.

Signing off

To leave any menu in the NYSC Accounting System, select EXIST option number, selecting the EXIT option number from the main menu close down the system including all program files and clears the screen.

When EXIT is selected from main menu, press Y to go to DOS or N to resume work.

NATIONAL YOUTH SERVICE CORPS
(NIGER STATE SECRETARIAT)
COMPUTERISED ACCOUNTING SYSTEM

M A I N M E N U

- [1] ACCOUNT TRANSACTIONS
- [2] SETUP MENU
- [3] ENQUIRY
- [4] REPORT
- [5] EXIT

SELECT CHOICE [1,2,3,4, or 5] 0

DEVELOPED BY : S.A. ADELEKE & SUPERVISED BY DR. S.A. REJU

NATIONAL YOUTH SERVICE CORPS
(NIGER STATE SECRETARIAT)
COMPUTERISED ACCOUNTING SYSTEM

ACCOUNT REPORT MENU

- [1] AUTHORITY TO INCUR EXP.
- [2] BANK SCHEDULE
- [3] PETTY CASH VOUCHER
- [4] BANK LIST
- [5] STAFF LIST
- [6] CORPS MEMBERS LIST
- [7] VOTE BOOK
- [8] EXIT

SELECT CHOICE [1,2,3,....,8] 0

NATIONAL YOUTH SERVICE CORPS
(NIGER STATE SECRETARIAT)
COMPUTERISED ACCOUNTING SYSTEM

ACCOUNT TRANSACTIONS MENU

- [1] AUTHORITY TO INCUR EXPENDITURE
- [2] CASH PAYMENT VOUCHER
- [3] BANK SCHEDULE
- [4] VOTE BOOK
- [5] EXIT

SELECT CHOICE [1,2,3,4, or 5] 0

NATIONAL YOUTH SERVICE CORPS
(NIGER STATE SECRETARIAT)
COMPUTERISED ACCOUNTING SYSTEM

ACCOUNT DATA SETUP MENU

- [1] ACCOUNT HEAD CODES
- [2] NYSC STAFF RECORD
- [3] CORPS MEMBERS RECORD
- [4] BANK (PAY PONTs) RECORD
- [5] EXIT

SELECT CHOICE [1,2,3,4, or 5] 0

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED ACCOUNTING SYSTEM
COMPUTERISED ACCOUNTING SYSTEM
E N Q U I R Y M E N U
ACCOUNT ENQUIRY MENU

ODE	BANK_NAME	LOCATION
	FIRST BANK PLC,	MINNA
	UNION BANK PLC	MINNA
	NIGERIA ARAB BANK	MINNA
	INTERCITY BANK PLC	MINNA
	UNION BANK PLC	BIDA
	AFRIBANK PLC	KONTAGORA

Press [Esc] key to exit...

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED ACCOUNTING SYSTEM
COMPUTERISED ACCOUNTING SYSTEM
E N Q U I R Y M E N U
ACCOUNT ENQUIRY MENU

_NO	NAME	SEX	AGE	QUALIF	YEAR	AMOUNT	B_ACCT_NO
34	MUSTAPHA H.	M	26	B.Sc.	1997	1200.00	019203
93	ZUBAYR A. N.	M	29	B.TEC	1997	1200.00	0093322
22	GRACE ATTAH	F	27	HND	1997	1200.00	0010277
						.	
						.	
						.	
						.	

Press [Esc] key to exit...

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED ACCOUNTING SYSTEM
COMPUTERISED ACCOUNTING SYSTEM
E N Q U I R Y M E N U
ACCOUNT ENQUIRY MENU

CODE	ACCT_NAME	DR_AMT	CR_AMT
	CORPS PERSONAL ALLOW	.	.
	TANSPORT ALLOW.	.	.
	FEEDING ALLOW.	.	.
	LT & T ALLOW.	.	.
	M.V. RUNNING EXP.	.	.
	O & G.E.	.	.
	RENT AND RATE	.	.
	POSTAGES & TELEPHONE	.	.
	MEDICAL STAFF	.	.

Press [Esc] key to exit...

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED ACCOUNTING SYSTEM
COMPUTERISED ACCOUNTING SYSTEM
E N Q U I R Y M E N U
ACCOUNT ENQUIRY MENU

	STAFF_NAME	SEX	RANK	GL	BASIC_SAL
03/9/3	HASSAN G.T	M	MOTOR DRIVER	04/5	896.00
3/45	JOY G.A.	F	SECRETARY	07/3	1200.00
/884	MUSA YUSUF	M	SNR. CLERK	06/2	1050.00
					.
					.
					.
					.
					.

Press [Esc] key to exit...

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED NYSC ACCOUNTING SYSTEM

AUTHORITY TO INCUR EXPENDITURE REPORT

16/01/98

DE	ACCOUNT NAME	AMOUNT (Cr)
	SALARIES	304459.00
	TRAVELLING ALLOW.	3992.00
	TOTAL	308451

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED NYSC ACCOUNTING SYSTEM

CORPS MEMBERS LIST

: 16/01/98

STATE CODE NON A M E		S E X	A G E	QUALIF.	ACCT.NO
NG/97/034	MUSTAPHA H.	M	26	B.Sc.	019203
NG/97/093	ZUBAYR A. N.	M	29	B.TEC	0093322
NG/97/222	GRACE ATTAH	F	27	HND	0010277
			0		
			0		
			0		
			0		

NATIONAL YOUTH SERVICE CORPS
COMPUTERISED NYSC ACCOUNTING SYSTEM

VOTE BOOK REPORT

16/01/98

HEAD CODEACCOUNT NAME	DEBIT AMOUNT	CREDIT AMOUNT
CORPS PERSONAL ALLW	0.00	39994.00
LT & T	0.00	37899.00
TRANSPORT ALLOWANCE	0.00	15300.00
CORPS PERSONAL ALLW	40993.00	0.00
LT & T	10200.00	0.00
CORPS PERSONAL ALLW	42000.00	0.00
TOTALS	93193	93193

CHAPTER FIVE

OBSERVATIONS, RECOMMENDATION AND CONCLUSION

5.1 OBSERVATIONS

(a) From the foregoing, it has been discovered that the manual system of accounting as practised by the scheme is very outdated.

(b) The current accounting system of the scheme creates loop holes for maneuvering and manipulation.

(c) The system of accounting as of now takes more than enough time of the staff to carry out a specific schedule.

(d) The present system leads to a lot of waste of men and materials of the scheme.

(e) The scheme incurs a lot of expenses on areas such as stock taking by external auditors.

(f) The present system is very cumbersome as regards the preparation of Corps allowances.

(g) With the present system, a consolidated amount being paid to the entire Corps members nation-wide can be obtained with any meticulous exactitude.

RECOMMENDATION

For an adequate and efficient financial record keeping, it is advised that staff responsible for the record keeping be trained on how to use the system. Both hardware and accompanying software in order to have complete and sufficient information about each and every transaction and this will facilitate continuity of record keeping system.

The system is designed for batch processing mode, or online processing. It is also recommended that more than one terminal be installed in order to make the system completely online.

Parallel system of conversion is recommended. This system is one in which the new system is to be operated side by side with the existing manual system for at least one year as this will enable the problems of the new system be localized and give room for comparism of the two system.

CONCLUSION

This project work is in attempt to solve the problems associated with the manual system of financial record keeping as noticed in the earlier chapters of this project work it is simply believed that with the implementation of this proposed system software. All problem earlier identify with the manual system currently being operated would be reduced or eliminated completely.

REFERENCES

1. Enegwea, G. K., Twenty Years of National Service, Gbabumo Press Ltd., Lagos, 1993.
2. Obasa, P. K., NYSC: A National Attempt of Mobilising the Youth, University Press Ltd., 1995.
3. Smith, R. E., Introduction to Financial Accounting, 2nd Edition, Heinemann, London, 1980.
4. Welsch, S., Fundamental of Financial Accounting, 5th Edition, Dutch Publishing Company, New York

APPENDIX

```
**dataenq.prg
@ 2,28 SAY "NATIONAL YOUTH SERVICE CORPS"
@ 3,27 SAY "COMPUTERISED ACCOUNTING SYSTEM"
@ 5,27 SAY "  E N Q U I R Y  M E N U"
SET COLO TO R+/B
DEFIN WIND NYSCWIN FROM 10,1 TO 22,78 DOUBL
@23,20 SAY "Press [Esc] key to exit..."
ACTIV WIND NYSCWIN
BROW NOINIT NODELETE NOEDIT NOAPPEND
DEACT WIND NYSCWIN
@23,20 SAY SPACE(40)
SET COLOR TO W+/B
CLOSE DATABASE
RETURN

**dataentr.prg
APPEND BLANK
@ 1,1 TO 22,75 DOUBLE
@ 2,28 SAY "NATIONAL YOUTH SERVICE CORPS"
@ 3,27 SAY "COMPUTERISED ACCOUNTING SYSTEM"
@ 5,27 SAY "      TRANSACTIONS ENTRY"
@ 6,2 TO 6,74
SET COLO TO R+/B
DEFIN WIND NYSCWIN FROM 10,1 TO 22,78 DOUBL
@23,20 SAY "Press [Esc] key to save/exit..."
ACTIV WIND NYSCWIN
BROW NOINIT NODELETE NOEDIT
DEACT WIND NYSCWIN
@23,20 SAY SPACE(40)
SET COLOR TO W+/B
RETURN

**enquirym.prg
SET TALK OFF
SET ECHO OFF
SET STAT OFF
SET DATE BRIT
CLEAR ALL
DO WHILE .T.
CLEAR
@1,10 TO 20,70 DOUBLE
@2,20 SAY "      NATIONAL YOUTH SERVICE CORPS"
@3,20 SAY "      (NIGER STATE SECRETARIAT)"
@4,20 SAY "      COMPUTERISED ACCOUNTING SYSTEM"
@6,20 SAY "      ACCOUNT ENQUIRY MENU"
@7,11 TO 7,69
@10,25 SAY "[ ] ACCOUNT HEAD CODES"
@11,25 SAY "[ ] NYSC STAFF RECORD"
@12,25 SAY "[ ] CORPS MEMBERS RECORD"
@13,25 SAY "[ ] BANK (PAY POINTS) RECORD"
@14,25 SAY "[ ] EXIT"
SET COLO TO R+/B
@10,26 SAY "1"
@11,26 SAY "2"
```

```

2,26 SAY "3"
3,26 SAY "4"
4,26 SAY "5"
SET COLO TO W+/B
16,11 TO 16,69
=0
18,20 SAY "SELECT CHOICE [1,2,3,4, or 5] " GET I RANGE 1,5 PICT
9"
HEAD
O CASE
CASE I = 1
USE ACCTHEAD
DO DATAENQ
CASE I = 2
USE STAFF
DO DATAENQ
CASE I = 3
USE CORPERS
DO DATAENQ
CASE I = 4
USE BANK
DO DATAENQ
CASE I = 5
EXIT
ENDCASE
ENDDO
RETURN

```

```

**nyscacct.prg
SET TALK OFF
SET ECHO OFF
SET SCOR OFF
SET STAT OFF
SET DATE BRIT
PUBL MENUTYPE,I,M
CLEAR ALL
DO WHILE .T.
CLEAR
SET COLOR TO GR+*/B
@21,12 SAY "DEVELOPED BY : S.A. ADELEKE & SUPERVISED BY DR. S.A.
REJU"
SET COLOR TO W+/B
@1,10 TO 20,70 DOUBLE
@2,20 SAY "          NATIONAL YOUTH SERVICE CORPS"
@3,20 SAY "          (NIGER STATE SECRETARIAT)"
@4,20 SAY "          COMPUTERISED ACCOUNTING SYSTEM"
@6,20 SAY "          M A I N   M E N U"
@7,11 TO 7,69
@10,25 SAY "[ ] ACCOUNT TRANSACTIONS"
@11,25 SAY "[ ] SETUP MENU"
@12,25 SAY "[ ] ENQUIRY"
@13,25 SAY "[ ] REPORT"
@14,25 SAY "[ ] EXIT"
SET COLO TO R+/B

```



```

0,26 SAY "1"
1,26 SAY "2"
2,26 SAY "3"
3,26 SAY "4"
4,26 SAY "5"
T COLO TO W+/B
6,11 TO 16,69
0
8,20 SAY "SELECT CHOICE [1,2,3,4, or 5] " GET M RANGE 1,5 PICT
"
EAD
D CASE
CASE M = 1
DO TRANSMN
CASE M = 2
DO SETUPMN
CASE M = 3
DO ENQUIRYM
CASE M = 4
DO REPORTMN
CASE M = 5
W=SPACE(1)
DEFIN WIND NYSCWIN FROM 10,40 TO 15,60 DOUBL COLOR W+/R+
? CHR(7)
ACTIV WIND NYSCWIN
@0,5 SAY "EXIT TO DOS ?"
@2,8 SAY "[Y]ES"
@3,8 SAY "[N]O"
DO WHILE .NOT. W $ "YN"
@3,15 GET W PICT "!"
READ
ENDDO
DEACT WIND NYSCWIN
SET COLOR TO W+/B
IF W="Y"
EXIT
ENDIF
ENDCASE
ENDDO
CLEAR
CLOSE DATABASES
RETURN

**praie.prg
STORE 0 TO P,R,TT
USE AIE
H1="          NATIONAL YOUTH SERVICE CORPS"
H2="          COMPUTERISED NYSC ACCOUNTING SYSTEM"
H3="          AUTHORITY TO INCUR EXPENDITURE REPORT"
R=60
SN=1
SET DEVICE TO PRINT
DO WHILE .NOT. EOF()
IF R>23

```

```

=P+1
1,20 SAY H1
2,20 SAY H2
4,20 SAY H3
6,1 SAY "DATE : "+DTC(DATE())
7,1 SAY REPL("-",79)
8,1 SAY "HEAD CODE"
8,20 SAY "ACCOUNT NAME"
8,60 SAY "AMOUNT (Cr) "
9,1 SAY REPL("-",79)
=10
ENDIF
@R,1 SAY ACCT_HEAD
@R,20 SAY ACCT_NAME
@R,60 SAY CR_AMT
R=R+1
TT=TT+CR_AMT
SKIP
NDDO
R,1 SAY REPL("-",79)
R+1,55 SAY "TOTAL "
R+1,60 SAY TT
JECT
SET DEVICE TO SCREEN
CLOSE DATABASE
CLEAR
RETURN

```

```

**prbank.prg
STORE 0 TO P,R,TT
USE BANK
H1="          NATIONAL YOUTH SERVICE CORPS"
H2="          COMPUTERISED NYSC ACCOUNTING SYSTEM"
H3="          BANK LIST REPORT"
R=60
SN=1
SET DEVICE TO PRINT
DO WHILE .NOT. EOF()
IF R>23
P=P+1
@1,20 SAY H1
@2,20 SAY H2
@4,20 SAY H3
@6,1 SAY "DATE : "+DTC(DATE())
@7,1 SAY REPL("-",79)
@8,1 SAY "S/NO."
@8,10 SAY "BANK CODE"
@8,40 SAY "BANK NAME"
@8,60 SAY "LOCATION"
@9,1 SAY REPL("-",79)
R=10
ENDIF
@R,1 SAY LTRIM(STR(SN))+"."
@R,12 SAY BANK_CODE

```



```

@R,40 SAY BANK_NAME
@R,60 SAY LOCATION
R=R+1
SN=SN+1
SKIP
ENDDO
@R,1 SAY REPL("-",79)
EJECT
SET DEVICE TO SCREEN
WAIT
CLOSE DATABASE
LEAR
RETURN

*prcorps.prg
STORE 0 TO P,R,TT
USE CORPERS
H1="          NATIONAL YOUTH SERVICE CORPS"
H2="          COMPUTERISED NYSC ACCOUNTING SYSTEM"
H3="          CORPS MEMBERS LIST          "
R=60
SN=1
SET DEVICE TO PRINT
DO WHILE .NOT. EOF()
IF R>23
P=P+1
@1,20 SAY H1
@2,20 SAY H2
@4,20 SAY H3
@6,1 SAY "DATE : "+DTC(DATE())
@7,1 SAY REPL("-",79)
@8,1 SAY "S/NO."
@8,7 SAY "STATE CODE NO."
@8,20 SAY "N A M E"
@8,40 SAY "S E X"
@8,50 SAY "A G E"
@8,57 SAY "QUALIF."
@8,65 SAY "ACCT.NO"
@9,1 SAY REPL("-",79)
R=10
ENDIF
@R,1 SAY LTRIM(STR(SN))
@R,07 SAY ST_CODE_NO
@R,20 SAY NAME
@R,40 SAY SEX
@R,50 SAY AGE
@R,57 SAY QUALIF
@R,65 SAY B_ACCT_NO
R=R+1
SN=SN+1
SKIP
ENDDO
@R,1 SAY REPL("-",79)
EJECT

```


DEVICE TO SCREEN
USE DATABASE
CLEAR
RETURN

prschedu.prg

CLEAR

MOVE SPACE(12) TO BANKCD, MNTH, CHQNO

BANKNM=SPACE(20)

@1,20 SAY "ENTER BANK CODE " GET BANKCD PICT "@!"

READ

BANKCD=SPACE(12)

RETURN

ENDIF

USE BANK

LOCATE FOR BANK_CODE = BANKCD

IF EOF()

WAIT + " INVALID BANK CODE, PRESS ANY KEY..."

RETURN

ENDIF

BANKNM=BANK_NAME

@12,20 SAY "ENTER CHEQUE NO. " GET CHQNO PICT "@!"

READ

@12,20 SAY "ENTER MONTH " GET MNTH PICT "@!"

READ

STORE 0 TO P,R,TT

USE AIE

H1=" NATIONAL YOUTH SERVICE CORPS"

H2=" COMPUTERISED NYSC ACCOUNTING SYSTEM"

H3=" BANK PAYMENT SCHEDULE REPORT"

R=60

SN=1

USE BSCHEDUL

SET FILT TO BANK_CODE = BANKCD

SET DEVICE TO PRINT

DO WHILE .NOT. EOF()

IF R>23

P=P+1

@1,20 SAY H1

@2,20 SAY H2

@4,20 SAY H3

@6,1 SAY "CHEQUE NO : "+CHQNO

@6,35 SAY "BANK : "+BANKNM

@6,60 SAY "MONTH : "+MNTH

@7,1 SAY REPL("-",79)

@8,1 SAY "S/NO."

@8,10 SAY "NAME"

@8,40 SAY "ACCT. NO."

@8,65 SAY "AMOUNT"

@9,1 SAY REPL("-",79)

R=10

ENDIF

@R,1 SAY LTRIM(STR(SN))

@R,10 SAY PAYEE

```

@R,40 SAY ACCT_NO
@R,60 SAY AMOUNT
R=R+1
SKIP
ENDDO
@R,1 SAY REPL("-",79)
@R+4,55 SAY "-----"
@R+5,55 SAY "Head of Accounts"
EJECT
SET DEVICE TO SCREEN
CLOSE DATABASE
CLEAR
RETURN

**prstaff.prg
STORE 0 TO P,R,TT
USE STAFF
H1="          NATIONAL YOUTH SERVICE CORPS"
H2="          COMPUTERISED NYSC ACCOUNTING SYSTEM"
H3="          STAFF LIST          "
R=60
SN=1
SET DEVICE TO PRINT
DO WHILE .NOT. EOF()
IF R>23
P=P+1
@1,20 SAY H1
@2,20 SAY H2
@4,20 SAY H3
@6,1 SAY "DATE : "+DTC(DATE())
@7,1 SAY REPL("-",79)
@8,1 SAY "S/NO."
@8,10 SAY "FILE NO."
@8,20 SAY "STAFF NAME"
@8,40 SAY "R A N K"
@8,55 SAY "GL/STEP"
@8,70 SAY "BASIC SAL."
@9,1 SAY REPL("-",79)
R=10
ENDIF
@R,1 SAY LTRIM(STR(SN))
@R,07 SAY FILE_NO
@R,20 SAY STAFF_NAME
@R,40 SAY RANK
@R,55 SAY GL
@R,70 SAY BASIC_SAL
R=R+1
SN=SN+1
SKIP
ENDDO
@R,1 SAY REPL("-",79)
EJECT
SET DEVICE TO SCREEN
CLOSE DATABASE

```


CLEAR
RETURN

```
*prvote.prg
STORE 0 TO P,R,TTTCR,TTDR
USE VOTEBK
1="      NATIONAL YOUTH SERVICE CORPS"
2="      COMPUTERISED NYSC ACCOUNTING SYSTEM"
3="      VOTE BOOK REPORT      "
L=60
LN=1
SET DEVICE TO PRINT
DO WHILE .NOT. EOF()
IF R>23
P=P+1
@1,20 SAY H1
@2,20 SAY H2
@4,20 SAY H3
@6,1 SAY "DATE : "+DTC(DATE())
@7,1 SAY REPL("-",79)
@8,1 SAY "ACCT.HEAD CODE"
@8,15 SAY "ACCOUNT NAME"
@8,40 SAY "DEBIT AMOUNT"
@8,60 SAY "CREDIT AMOUNT"
@9,1 SAY REPL("-",79)
R=10
ENDIF
@R,2 SAY ACC_H_CODE
@R,15 SAY ACCT_NAME
@R,40 SAY DR_AMT
@R,60 SAY CR_AMT
TTTCR=TTTCR+CR_AMT
TTDR=TTDR+DR_AMT
R=R+1
SKIP
ENDDO
@R,1 SAY REPL("-",79)
@R+1,20 SAY "TOTALS "
@R+1,40 SAY TTDR
@R+1,60 SAY TTTCR
EJECT
SET DEVICE TO SCREEN
CLOSE DATABASE
WAIT
CLEAR
RETURN
```

```
**reportmn.prg
SET TALK OFF
SET ECHO OFF
SET STAT OFF
SET DATE BRIT
CLEAR ALL
DO WHILE .T.
```



```

LEAR
1,10 TO 21,70 DOUBLE
2,20 SAY "          NATIONAL YOUTH SERVICE CORPS"
3,20 SAY "          (NIGER STATE SECRETARIAT) "
4,20 SAY "          COMPUTERISED ACCOUNTING SYSTEM"
6,20 SAY "          ACCOUNT REPORT MENU"
7,11 TO 7,69
9,25 SAY "[ ] AUTHORITY TO INCUR EXP."
10,25 SAY "[ ] BANK SCHEDULE"
11,25 SAY "[ ] PETTY CASH VOUCHER"
12,25 SAY "[ ] BANK LIST"
13,25 SAY "[ ] STAFF LIST"
14,25 SAY "[ ] CORPS MEMBERS LIST"
15,25 SAY "[ ] VOTE BOOK"
16,25 SAY "[ ] EXIT"
SET COLO TO R+/B
@09,26 SAY "1"
@10,26 SAY "2"
@11,26 SAY "3"
@12,26 SAY "4"
@13,26 SAY "5"
@14,26 SAY "6"
@15,26 SAY "7"
@16,26 SAY "8"
*18,26 SAY "9"
SET COLO TO W+/B
@19,11 TO 19,69
I=0
@20,20 SAY "SELECT CHOICE [1,2,3,....,8] " GET I RANGE 1,8 PICT
"9"
READ
DO CASE
CASE I = 1
DO PRAIE
CASE I = 2
DO PRSCHEDU
CASE I = 3
DO PRCASH
*CASE I = 4
* DO PRTB
CASE I = 4
DO PRBANK
CASE I = 5
DO PRSTAFF
CASE I = 6
DO PRCORPS
CASE I = 7
DO PRVOTE
CASE I = 8
EXIT
ENDCASE
ENDDO
RETURN

```

```

setupmn.prg
SET TALK OFF
SET ECHO OFF
SET STAT OFF
SET DATE BRIT
CLEAR ALL
DO WHILE .T.
  CLEAR
  @1,10 TO 20,70 DOUBLE
  @2,20 SAY "          NATIONAL YOUTH SERVICE CORPS"
  @3,20 SAY "          (NIGER STATE SECRETARIAT)"
  @4,20 SAY "          COMPUTERISED ACCOUNTING SYSTEM"
  @6,20 SAY "          ACCOUNT DATA SETUP MENU"
  @7,11 TO 7,69
  @10,25 SAY "[ ] ACCOUNT HEAD CODES"
  @11,25 SAY "[ ] NYSC STAFF RECORD"
  @12,25 SAY "[ ] CORPS MEMBERS RECORD"
  @13,25 SAY "[ ] BANK (PAY PONTs) RECORD"
  @14,25 SAY "[ ] EXIT"
  SET COLO TO R+/B
  @10,26 SAY "1"
  @11,26 SAY "2"
  @12,26 SAY "3"
  @13,26 SAY "4"
  @14,26 SAY "5"
  SET COLO TO W+/B
  @16,11 TO 16,69
  I=0
  @18,20 SAY "SELECT CHOICE [1,2,3,4, or 5] " GET I RANGE 1,5 PICT
  "9"
  READ
  DO CASE
    CASE I = 1
      USE ACCTHEAD
      DO DATAENTR
    CASE I = 2
      USE STAFF
      DO DATAENTR
    CASE I = 3
      USE CORPERS
      DO DATAENTR
    CASE I = 4
      USE BANK
      DO DATAENTR
    CASE I = 5
      EXIT
  ENDCASE
ENDDO
RETURN

```

```

**transmn.prg
SET TALK OFF
SET ECHO OFF
SET STAT OFF

```



```

T DATE BRIT
EAR ALL
O WHILE .T.
LEAR
,10 TO 20,70 DOUBLE
2,20 SAY "      NATIONAL YOUTH SERVICE CORPS"
3,20 SAY "      (NIGER STATE SECRETARIAT) "
4,20 SAY "      COMPUTERISED ACCOUNTING SYSTEM"
6,20 SAY "      ACCOUNT TRANSACTIONS MENU"
7,11 TO 7,69
10,25 SAY "[ ] AUTHORITY TO INCUR EXPENDITURE"
11,25 SAY "[ ] CASH PAYMENT VOUCHER"
12,25 SAY "[ ] BANK SCHEDULE"
13,25 SAY "[ ] VOTE BOOK"
14,25 SAY "[ ] EXIT"
SET COLO TO R+/B
@10,26 SAY "1"
@11,26 SAY "2"
@12,26 SAY "3"
@13,26 SAY "4"
@14,26 SAY "5"
SET COLO TO W+/B
@16,11 TO 16,69
I=0
@18,20 SAY "SELECT CHOICE [1,2,3,4, or 5] " GET I RANGE 1,5 PICT
"9"
READ
DO CASE
CASE I = 1
USE AIE
DO DATAENTR
DELE FOR ACCT_HEAD = SPACE(12)
PACK
CASE I = 2
USE PCASH
DO DATAENTR
DELE FOR ACC_H_CODE = SPACE(12)
PACK
CASE I = 3
USE BSCHEDUL
DO DATAENTR
DELE FOR ACC_H_CODE = SPACE(12)
PACK
CASE I = 4
USE VOTEBK
DO DATAENTR
DELE FOR ACC_H_CODE = SPACE(12)
PACK
CASE I = 5
EXIT
ENDCASE
ENDDO
RETURN

```