



GasDesk

User guide

Updated 16 October 2026

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Getting started

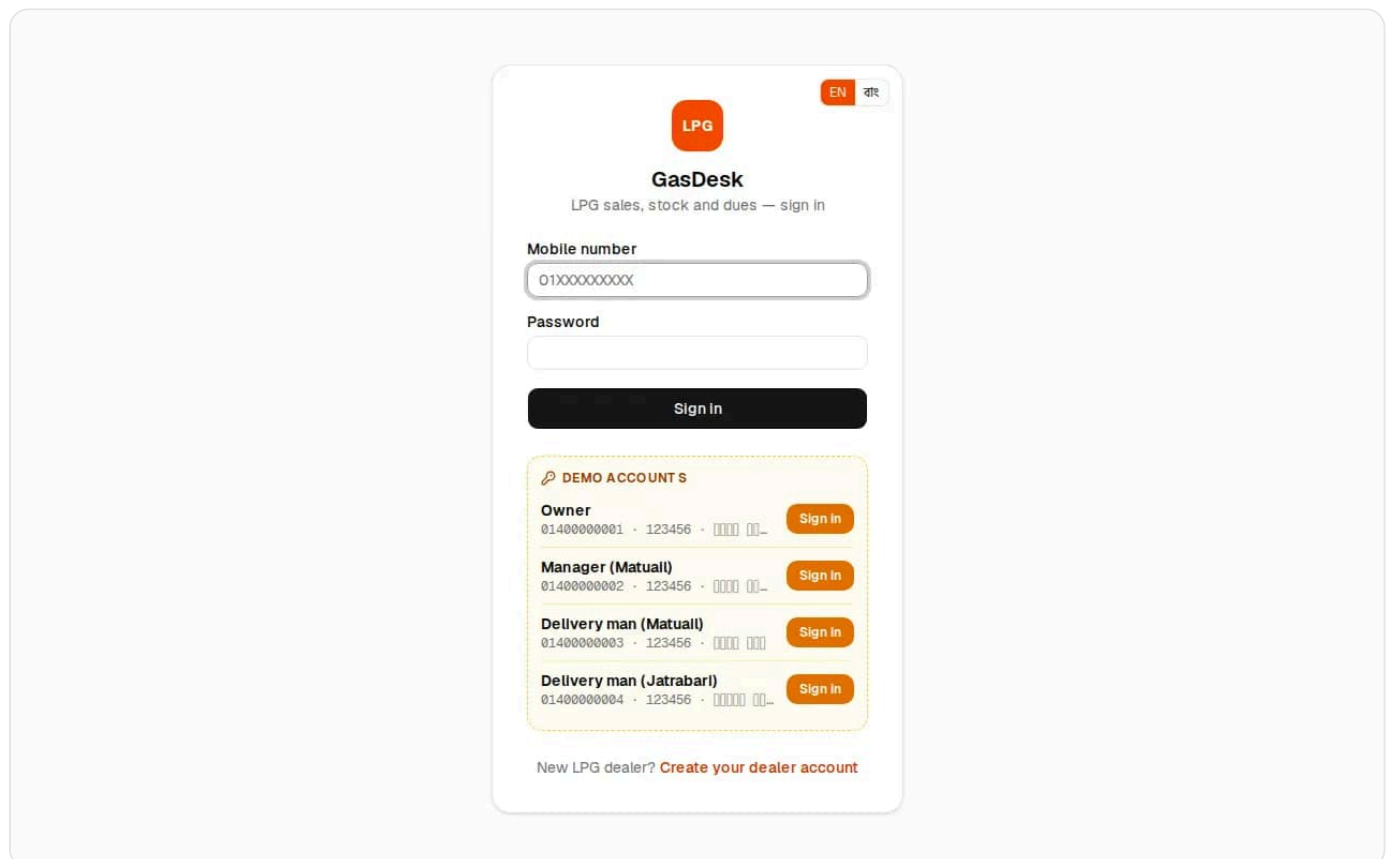
What GasDesk is, signing in, what is where on the screen, the home page, switching language and branch, your password, what each role can do, and opening a free trial

GasDesk is accounting software for LPG cylinder dealers. Everything the shop writes on its paper "Daily Sales Report" — which buyer took which cylinder as a refill or a package, how many empties came back, floor charge, commission, credit, due recovery, expenses and the evening deposit — can be entered from a phone or a computer. Full and empty cylinder stock is counted automatically.

Throughout this guide the demo company **মাতুয়াইল এলপিগিজ সেন্টার** (Matuail LPG Centre) is used as the example: two branches (Matuail and Jatrabari), owner Haji Abdul Halim, manager Rajon Mia, delivery men Karim Sheikh and Sohel Rana.

Signing in

GasDesk runs in the browser — Chrome on a phone, Chrome or Edge on a computer. There is no app to install.



Sign-in page

1. Open your GasDesk address and go to the **Sign in** page.

2. Type your 11-digit **Mobile number**, e.g. 01XXXXXXXXX .

3. Type your **Password** and press **Sign in**.

After signing in everyone lands on **Home**. The owner creates everyone's login in **Settings → Staff** (see Setting up your company).

Note

A wrong number or password shows "Wrong phone number or password". Ten wrong tries in 15 minutes shows "Too many attempts. Wait 15 minutes and try again." "This account is disabled" means your login has been switched off — ask the owner.

The **EN | বাংলা** button at the top right of the sign-in page lets you pick the language before signing in.

What is where on the screen

The screenshot shows the GasDesk Home page for an owner. The interface is in Bengali. The top bar includes a logo, language selector (EN | বাংলা), and user information. The left sidebar lists various modules under four categories: DAILY WORK, STOCK, REPORTS, and SETTINGS. The main content area displays a greeting, the date, and two summary cards for 'মাতুয়াইল' (Matuail) and 'যানাবাড়ী' (Yanabadi). Each card shows sales, cash, dues, and stock information. At the bottom, there are four buttons: Daily sheet & closing, Collect dues, Stock, and Reports.

Category	Sales today	Total cash today	To deposit today	Credit sales today
মাতুয়াইল	6 sales ৳12,020	৳12,000	৳11,750	৳720
মাতুয়াইল	Sales this month ৳5,11,280 179 sales	Recovered this month ৳14,330	Total dues (branch) ৳9,780	Cylinder stock Full 111 Empty 67
যানাবাড়ী	4 sales ৳18,640	৳18,640	৳18,140	৳0
যানাবাড়ী	Sales this month ৳3,57,140 115 sales	Recovered this month ৳1,600	Total dues (branch) ৳28,330	Cylinder stock Full 53 Empty 69

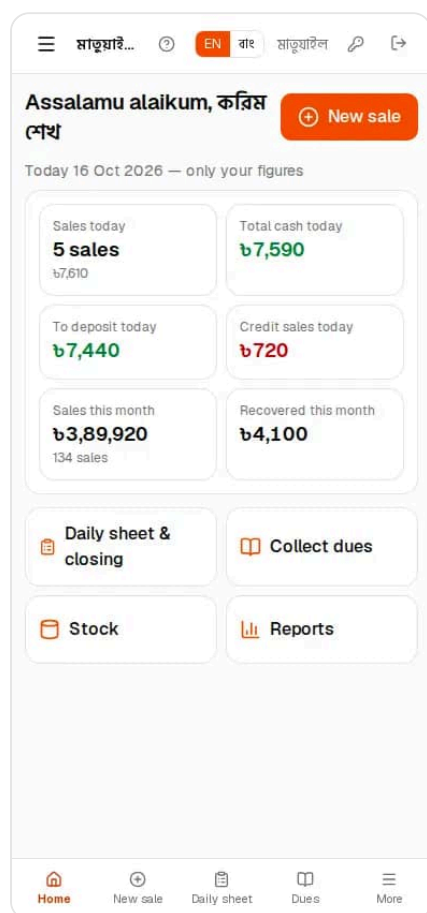
Home page (owner)

Left menu (on a computer): the company name at the top, then the menu in four groups — **Daily work** (Home, New sale, Daily sheet, Dues, Customers), **Stock**, **Reports** and **Settings**. Menus your role may not use are not shown; modules that are not in your plan are hidden too.

Top bar, left to right:

- **Help** (question mark): opens the guide for the page you are on, in a new tab — a half-typed sale is not lost.
- **EN | বাংলা**: language switch.
- Branch name. An owner with several branches gets a branch drop-down here.
- Your name and role (Owner / Manager / Delivery man).
- Key icon: change your own password.
- Door icon: sign out. Always press it before leaving someone else's phone or computer.

On a phone there is no left menu. Instead there are four big buttons at the bottom — **Home**, **New sale**, **Daily sheet**, **Dues** — and **More** opens the full menu.



Home page on a phone (delivery man)

Home page

Home shows each branch's figures for today and this month side by side:

Box	Meaning
Sales today	Today's total bills and how many sales

Box	Meaning
Total cash today	Cash sales + other sales + dues recovered
To deposit today	Total cash minus commission and expenses — what has to be handed in
Credit sales today	How much went on credit today
Sales this month / Recovered this month	From the 1st of the month to today
Total dues (branch)	What this branch's customers owe right now
Cylinder stock	Full and empty cylinders in the branch now

The owner sees every branch, a manager their own branch. A delivery man sees **only your figures** — his own sales, recoveries and deposit.

When an earlier day was not closed, an orange line says e.g. "3 earlier days are not closed yet" with a **See daily deposits** link. What to do is in Daily sheet & day closing.

What each role can do

GasDesk has three roles:

Work	Owner	Manager	Delivery man
New sale, due recovery, expenses, close own day	✓	✓	✓ (today only, own only)
Enter for another staff member or an earlier day	✓	✓ (own branch)	—
Reopen a closed day	✓	✓ (own branch)	—
Purchase, transfer, empty exchange, stock count	✓	✓	—
Delete purchases & stock corrections	✓	—	—
Branch prices, own branch's floor charge	✓	✓	—

Work	Owner	Manager	Delivery man
Profit & loss report	✓	✓	—
Brands & products, branches, staff, company & licence, online payments, backup, audit log	✓	—	—

A manager can sell and deliver too. If one person is both manager and delivery man, just give them the **Manager** role.

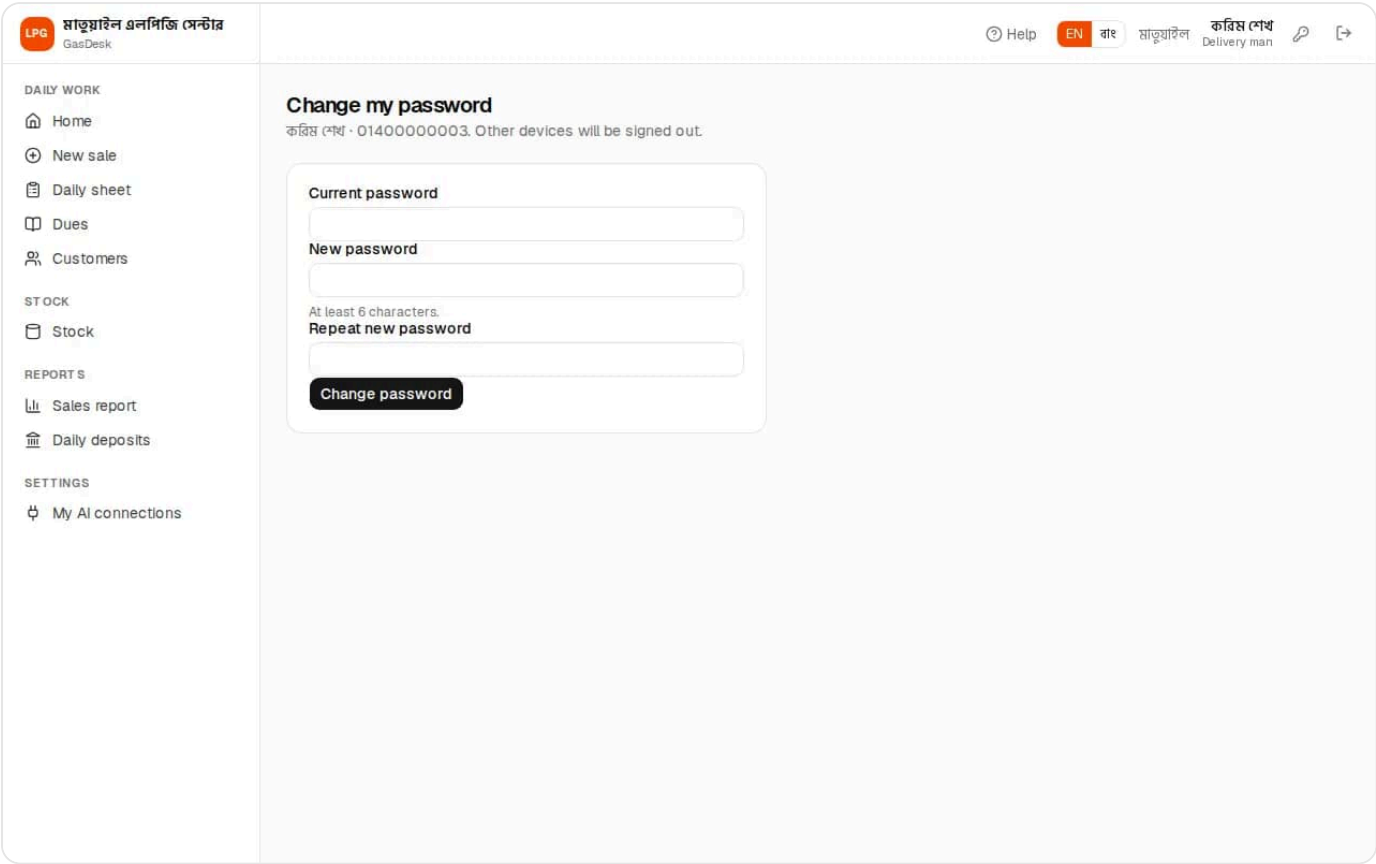
Switching language and branch

- **Language:** press **EN | বাংলা** at the top and everything switches between Bangla and English. The owner sets the company's default language on **Company & licence**; each person's own language can also be set on the **Staff** page.
- **Branch:** an owner with several branches picks one from the drop-down at the top. New sale, daily sheet, stock and purchases then work on that branch. Managers and delivery men always stay in their own branch.

Tip

In Bangla, money and numbers show in Bangla digits (e.g. ৳৬,২৫০); in English in English digits.

Changing your password

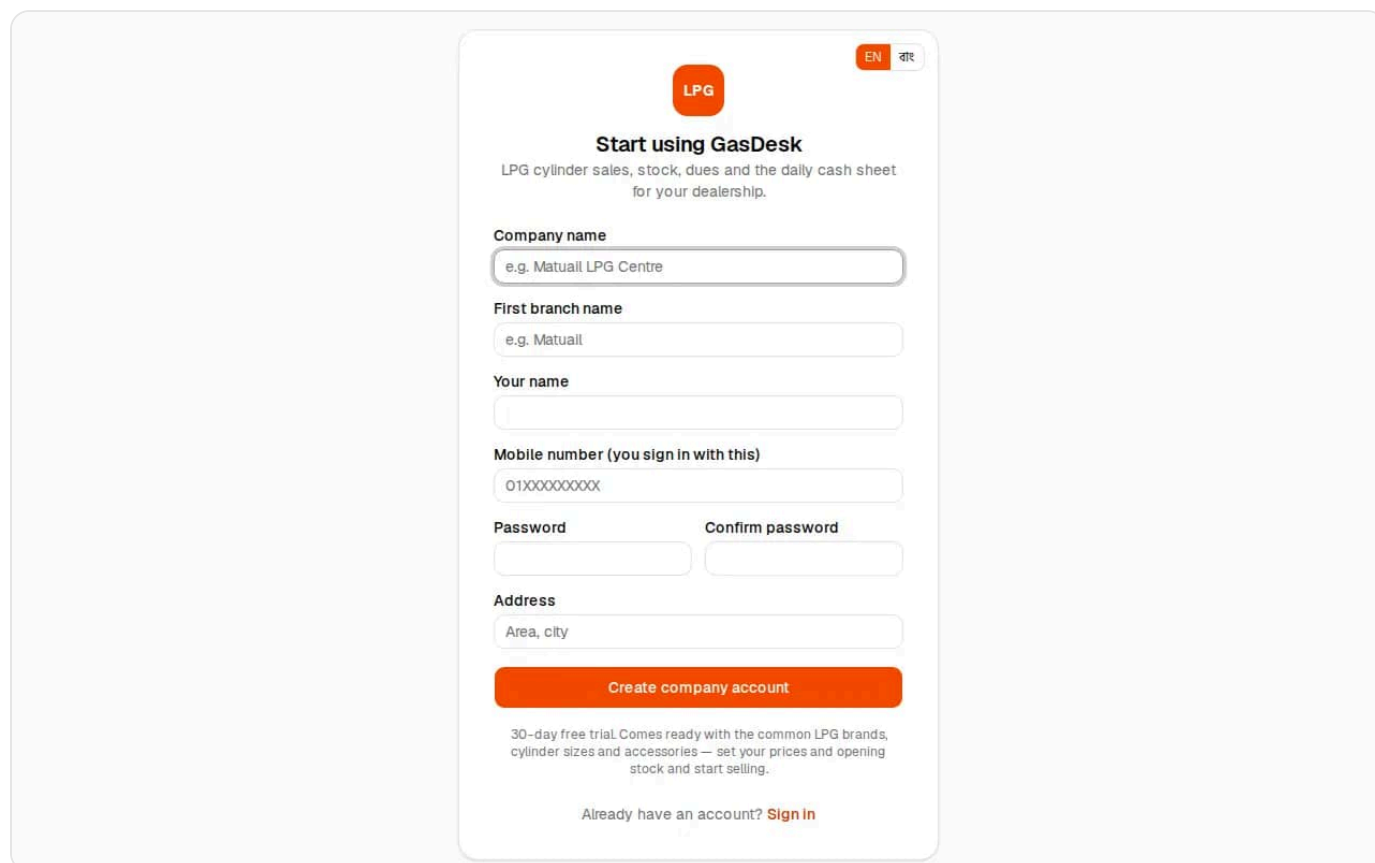


Change password page

1. Press the key icon in the top bar.
2. Type your **Current password**, then the **New password** (at least 6 characters) twice.
3. Press **Change password**. You are signed out on every other phone or computer.

Forgot your password? Ask the owner — they can set a new one on the **Staff** page.

New dealer: opening a free trial



The screenshot shows a mobile app interface for GasDesk. At the top, there's an orange 'LPG' logo and a language selector with 'EN' and 'ગુજ' (Gujarati). Below the logo, the heading 'Start using GasDesk' is followed by a subtitle: 'LPG cylinder sales, stock, dues and the daily cash sheet for your dealership.' The form contains several input fields: 'Company name' (with example 'e.g. Matuail LPG Centre'), 'First branch name' (with example 'e.g. Matuail'), 'Your name', 'Mobile number (you sign in with this)' (with example '01XXXXXXX'), 'Password', 'Confirm password', and 'Address' (with example 'Area, city'). An orange button labeled 'Create company account' is positioned below the address field. At the bottom, a note states: '30-day free trial. Comes ready with the common LPG brands, cylinder sizes and accessories — set your prices and opening stock and start selling.' Below this note is a link: 'Already have an account? Sign in'.

Sign-up page

A new dealer can open an account from **Create your dealer account** below the sign-in form:

1. Type the **Company name** (e.g. Matuail LPG Centre), the **First branch name** (e.g. Matuail) and the address.
2. Enter **Your name**, your **Mobile number** (you sign in with this) and a password.
3. Press **Create company account**.

A 30-day free trial starts. The common LPG brands, cylinder sizes and accessories are added for you. Then follow Setting up your company to enter prices and opening stock and start selling.

Setting up your company (owner)

First-day work — company details, branches and floor charge, brands and cylinders, branch prices and cost prices, staff logins and opening stock

Before the first sale the owner does this once. It takes about half an hour. The easiest order is:

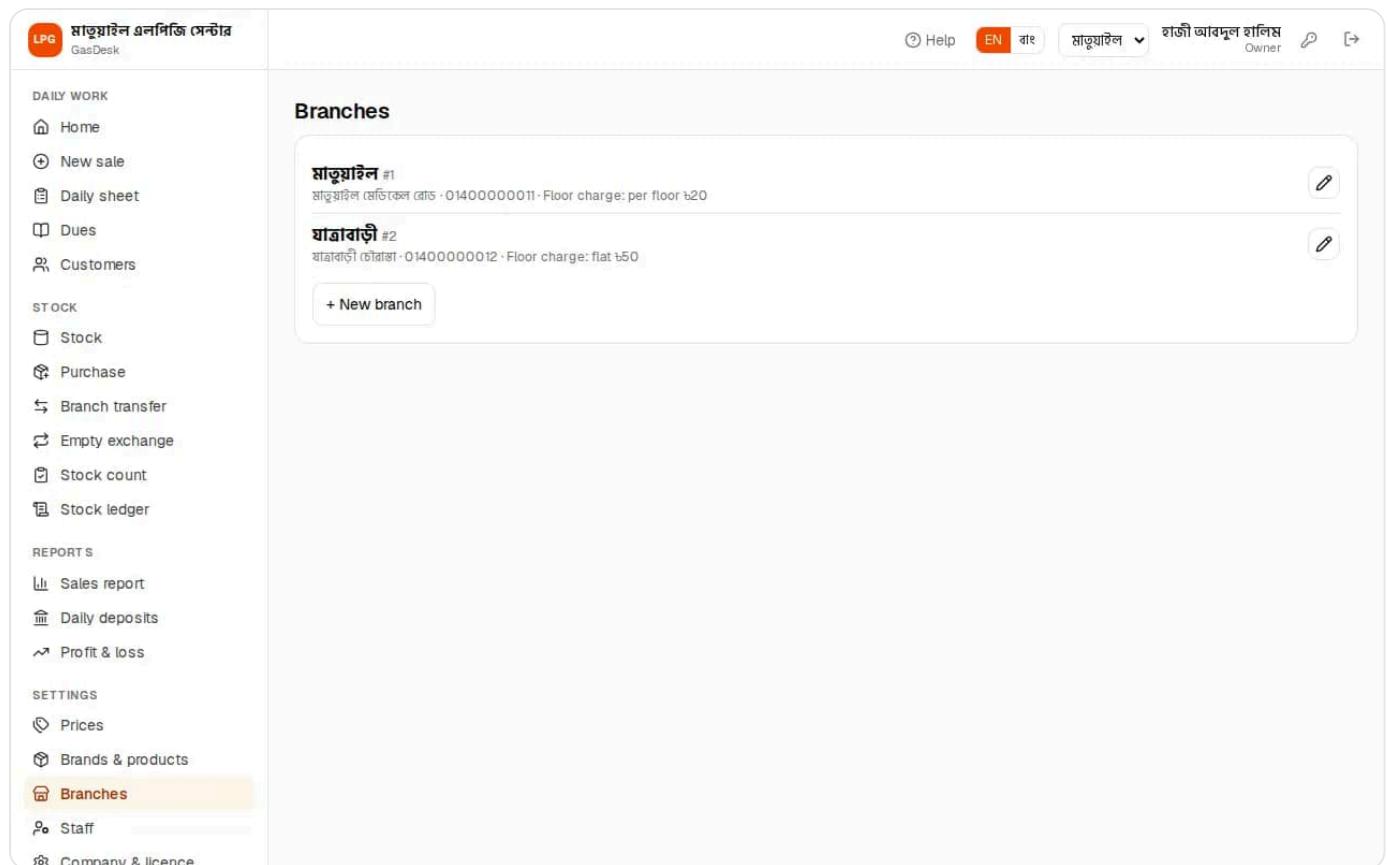
1. Company details (printed on receipts)
2. Branches and floor charge
3. Brands and cylinders
4. Prices for each branch
5. Staff logins
6. Opening stock

Company details

In **Settings → Company & licence**, under **Company profile**, enter the company name, the name in the other language, phone, email, trade licence no. and address, then press **Save profile**. These are printed at the top of receipts, the daily sheet and customer statements.

Under **Receipt & language** on the same page set the receipt footer (e.g. "Thank you. Handle cylinders with care.") and the company's default language. The rest of the page is covered in Settings, licence & online payments.

Branches and floor charge



Branches page

On **Settings → Branches** each shop or godown is a branch. Each branch has a name, address, phone and a **Floor charge rule**:

- **Per floor:** floor × rate. E.g. Matuail charges ৳20 per floor — carrying a cylinder up to the 4th floor costs ৳80.
- **Flat (once):** the same amount for any floor above the ground. E.g. ৳50 in Jatrabari.

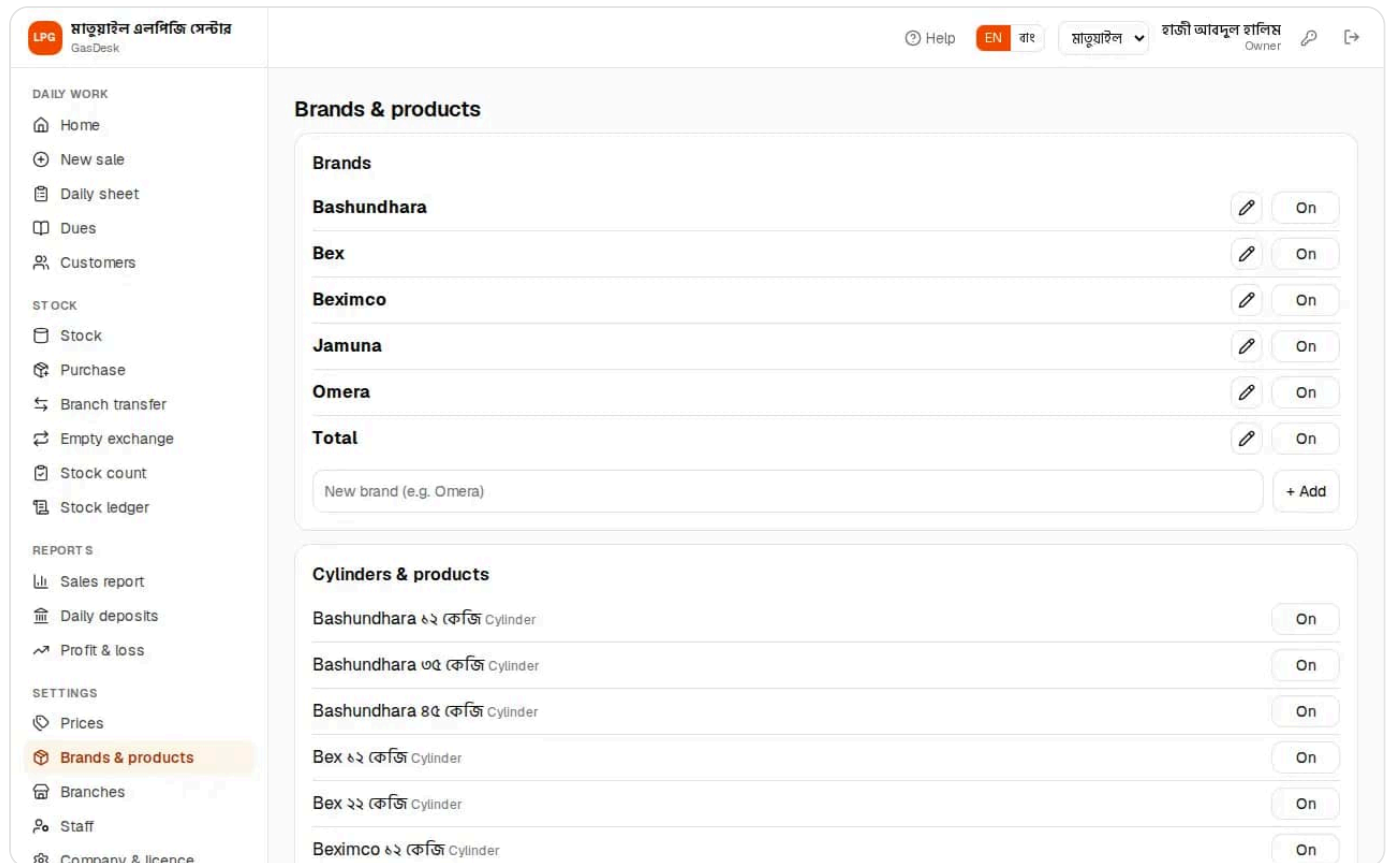
When a sale has a floor number, the floor charge is filled in with this rule; it can be changed by hand on the sale.

To open another branch press **New branch**. If more than one branch is not in your plan it says "More than one branch is not part of your plan". To close a branch untick **Active** — its history is kept.

Note

A manager can only change their own branch's floor charge here; opening or editing other branches is for the owner.

Brands and cylinders



Brands & products page

Settings → Brands & products has two parts:

- **Brands:** Bex, Omera, Jamuna, Total... Type a new brand and press **Add**. Fix a name with **Rename**. Switch **Off** a brand you no longer carry — it disappears from the sale screen.
- **Cylinders & products:** every cylinder is one brand and one size, e.g. "Bex ১২ কেজি" (Bex 12 kg). Add one with **New cylinder**: pick the brand, type the kg. Add regulators, pipes, stoves and the like with **New other product**.

Cylinder stock is counted as full and empty separately; other products have a single count.

Branch prices and cost prices

LPG

মাডুয়াইল এনপিজি সেন্টার

GasDesk

Help

EN

বাং

মাডুয়াইল

হাজী আবদুল হালিম

Owner

DAILY WORK

Home

New sale

Daily sheet

Dues

Customers

STOCK

Stock

Purchase

Branch transfer

Empty exchange

Stock count

Stock ledger

REPORTS

Sales report

Daily deposits

Profit & loss

SETTINGS

Prices

Brands & products

Branches

Staff

Company & licence

Prices

Branch: মাডুয়াইল — each branch has its own prices. Enter cost prices so the profit report is right.

Product	Refill sale	Refill cost	Package sale	Package cost
Bashundhara ১২ কেজি	1450	1380	3500	3300
Bashundhara ৩৫ কেজি	4300	4100	8900	8500
Bashundhara ৪৫ কেজি	5500	5250	11000	10500
Bex ১২ কেজি	1450	1380	3500	3300
Bex ২২ কেজি	2700	2580	6200	5900
Beximco ১২ কেজি	1430	1360	3450	3250
Jamuna ১২ কেজি	1420	1350	3400	3200
Omera ১২ কেজি	1440	1370	3450	3250
Omera ৩৫ কেজি	4250	4060	8800	8400
Total ১২ কেজি	1460	1390	3550	3350
রেগুলেটর	450	350		
গ্যাস পরিপ	150	100		
চলার	1800	1500		

Prices page

On **Settings** → **Prices** every branch has its own prices. Each cylinder has four boxes:

Box	Meaning
Refill sale	Price when the buyer swaps an empty for a full (gas only)
Package sale	Price for a new cylinder with gas
Refill cost	What a refill costs you from the company (cost price)
Package cost	What a new cylinder with gas costs you

Put the price of other products (regulators etc.) in the "Refill" columns. Press **Save** when done.

Tip

Don't leave the cost columns empty. The profit & loss report is calculated from them; empty costs make profit look higher than it is.

Changing a price does not change earlier sales — each sale keeps the price of its day. A manager can change their own branch's prices too.

Staff logins

LPG

গ্যাসডেস্ক এনালিটিক্স সেন্টার

GasDesk

DAILY WORK

Home

New sale

Daily sheet

Dues

Customers

STOCK

Stock

Purchase

Branch transfer

Empty exchange

Stock count

Stock ledger

REPORTS

Sales report

Daily deposits

Profit & loss

SETTINGS

Prices

Brands & products

Branches

Staff

Company & licence

Help

EN

বাং

গ্যাসডেস্ক

হাজী আবদুল হালিম

Owner

Staff

Everyone who can sign in with their mobile number. A manager can also sell — if one person is both, just make them "Manager".

+ Add user

Name	Mobile	Role	Branch	Language	Last sign-in		
হাজী আবদুল হালিম	You	01400000001	Owner	All branches	Company default	16 Oct 2026, 09:25	
রাজন মিয়া	01400000002	Manager	গ্যাসডেস্ক	Company default	Never		Deactivate
করিম শেখ	01400000003	Delivery man	গ্যাসডেস্ক	Company default	Never		Deactivate
সোহেল রানা	01400000004	Delivery man	হাটবাড়ী	Company default	Never		Deactivate

To change your own password use [My password](#).

What each role can do

Staff page

Settings → Staff lists everyone who signs in with a mobile number. To add someone press **Add user**:

1.

Type the **Full name** and **Mobile (login)**.
2.

Pick the **Role**: Owner, Manager or Delivery man.
3.

Pick the **Branch**. Managers and delivery men work in one branch; an owner is **All branches (owner)**.
4.

Optionally set a **Language** (blank = the company's default language).
5.

Give a password of at least 6 characters and share it with the person privately.

The **What each role can do** table at the bottom lists each role's permissions. Forgotten password? Use **Set password** — the person is signed out everywhere. When someone leaves, **Deactivate** them — their records stay, only the login stops.

Note

If delivery man logins are not in your plan, new delivery men can't be added. The manager or owner can still enter sales in their name — the delivery man just can't sign in himself.

Opening stock

On the first day count in the godown how many full and empty cylinders of each kind you have, then enter those numbers on **Stock → Stock count** with the reason "Opening stock". Details are in Stock.

From then on sales, purchases, transfers and empty exchanges move the stock by themselves. You can now start with New sale.

New sale

One line of the paper sheet — buyer, refill or package, other-brand empty returns, floor charge, commission, cash and credit, the receipt and cancelling a wrong sale

In GasDesk one sale is one line of the paper "Daily Sales Report": who took it, which cylinders and how many, how many empties came back, floor charge, commission, how much cash was paid and how much is left on credit. Open **New sale** from the menu (on a phone, from the bottom bar).

GasDesk (LPG) মাতৃয়াইন এনালিগিস সেন্টার

Help EN বাই মাতৃয়াইন রাজন সিয়া Manager

DAILY WORK

- Home
- New sale**
- Daily sheet
- Dues
- Customers

STOCK

- Stock
- Purchase
- Branch transfer
- Empty exchange
- Stock count
- Stock ledger

REPORTS

- Sales report
- Daily deposits
- Profit & loss

SETTINGS

- Prices
- Branches
- My AI connections

New sale

Date: 10/16/2026 Seller (delivery man): রাজন সিয়া

To copy an old paper sheet, pick an earlier date and another staff member.

Buyer

Mobile number: 01... Buyer's name:

House / shop name: Address:

Buyer type: **House** Shop Company

Gas details

Bashundhara 12 kg	Bashundhara 35 kg	Bashundhara 45 kg	Bex 12 kg
Bex 22 kg	Beximco 12 kg	Jamuna 12 kg	Omera 12 kg
Omera 35 kg	Total 12 kg		

New sale page

A sale step by step

- 1. Buyer:** type the mobile number or name. After 3 characters earlier customers are listed; tap the right one. A previous due shows as a red tag and a yellow line "Previous due: ৳...".
- 2.** For a new buyer add the **House / shop name**, **Address** and **Buyer type** (House / Shop / Company). A cash sale needs no buyer name.
- 3. Gas details:** tap the button with the brand and kg, e.g. **Bex ১২ কেজি**. A line is added.
- 4.** On the line choose **Refill** or **Package** and set the **Quantity**. The price comes from the branch price list; change it if needed.
- 5.** For regulators, pipes and the like, tap **+ Regulator** etc. under **Other sales**.

6. If the cylinder goes upstairs, type the **Floor** — the **Floor charge** fills itself in.

7. Check the **Total bill**, set **Cash paid**, then press ✓ **Save sale**.

After saving you see ☐ with the invoice number, total and due. From there open ☐ **Another sale**, ☐ **Receipt** or ☐ **Daily sheet**.

Refill or package

Type	When	What happens to stock
Refill	The buyer gives their empty and takes a full; gas price only	One full out, one empty in
Package	The buyer takes a new cylinder with gas (first time)	One full out, no empty in
Others	Regulator, pipe, stove etc.	That product's stock goes down

You can't sell more full cylinders than the branch has. It then says e.g. "Bex ১২ টি: only 2 full in stock, 3 needed — add stock first". Enter the purchase or transfer first.

Other-brand empty returns

On a refill buyers often hand over another brand's empty — e.g. take a full Bex and give an Omera empty. Under every cylinder line, in the grey box:

- **Empty cylinder taken back:** which cylinder's empty came in. The same cylinder is selected by default; other brands of the same size are listed first.
- **Number returned:** how many empties came in. Equal to the quantity for a refill; 0 for a package.

If the buyer gave no empty or fewer, lower the number. The empty of the brand that actually came in is added to stock. Other-brand empties that pile up can later be swapped with another dealer — see Empty exchange.

Floor charge

Typing a floor number in **Floor** fills the **Floor charge** with the branch rule: at "per floor ৳20" the 5th floor costs ৳100; at "flat" any floor above the ground costs the same. For special cases type a different amount in the floor charge box. The floor charge is added to the bill. The rule is set on the branches page.

Commission

The person who buys gas for a hotel, restaurant or company often gets a commission. Enter it in

Commission (paid to the company buyer).

- Commission does not lower the bill. It is handed over from the buyer's cash, so it comes off the evening **deposit**. A line says "Commission б... is paid from the cash — it comes off the deposit."
- Commission can't be more than the cash paid.
- No commission on a sale that is fully on credit — it says "No commission on a credit sale — lower the price instead".

Cash and credit

Cash paid starts at the full bill (all cash).

- The buyer pays part now and the rest later: type what you received in Cash paid. The **Due** shows in red.
- Everything on credit: press **All due**. Back to all cash: **All cash**.
- A credit sale needs the customer's name or mobile — otherwise "A credit sale needs the customer's name or mobile".

The due is added to the customer's ledger. When it is paid, enter a due recovery.

Mistake to avoid: Cash paid can't be more than the bill. If the buyer also pays an old due, enter that separately as a recovery on the **Dues** page — then it shows up correctly under "Dues recovered" in the day's cash box.

Entering old paper sheets

Owners and managers see two extra boxes at the top: **Date** and **Seller (delivery man)**. To copy an old paper sheet pick the earlier date and the delivery man who made the sale. The sale then belongs to that day and that person. Future dates are not allowed, and nothing can be added to a closed day.

Delivery men don't see these boxes — their sales are always "me, today".

Receipt

← Back

Print

মাতৃহাইল এলপিজি সেন্টার

যাত্রাবাড়ী · যাত্রাবাড়ী চৌরাস্তা

Phone: 01400000012

Receipt #2-261016-004

16 Oct 2026 01:26 · সোহেল রানা

Buyer: নিউ ঢাকা বিবিসিনি হাউস (01711000618)

ঢাকা বিবিসিনি হাউস যাত্রাবাড়ী মোড়

Bex ২২ কেজি (Refill)

৳2,710

1 × ৳2,710

Total

৳2,710

Paid

৳2,710

Empty cylinders taken: Bex ২২ কেজি x1

ধন্যবাদ। সিলিন্ডার ব্যবহারে সাবধান থাকুন।

Receipt

☐ **Receipt** opens at 80 mm thermal printer width (it also prints on A4 or to PDF). It shows the company and branch name and address, invoice number, buyer, cylinders, empties taken back, floor charge, total, cash paid and due, with the receipt footer at the bottom. Press **Print**.

Invoice numbers are branch code-date-serial, e.g. `1-261016-007` = branch 1, the 7th sale on 16 October 2026. Reprint an old receipt from the ☐ **Receipt** link under each line on the **Daily sheet**.

Cancelling a wrong sale

A wrong sale is not deleted but **cancelled** — the line stays on record, while stock and dues go back to how they were.

1. Open the **Daily sheet** and press **Cancel** under the sale.

2. Type the reason and press OK.

- A delivery man can cancel only his own sales, and only before the day is closed.
- Once the day is closed nobody can cancel — a manager/owner must first **Reopen** the day (see Daily sheet).

- If part of a credit sale was already collected it says "b... of this due has already been collected — delete that recovery first".

Then enter the correct sale again.

Daily sheet & day closing

The paper Daily Sales Report on screen — the 1+2+3–5–6=7 deposit box, adding expenses, sales and recovery lists, the cylinder account, closing the day against the cash counted, reopening and printing the sheet

The **Daily sheet** page is laid out like the shop's paper "Daily Sales Report": the day's cash box at the top, then the sale lines, due recoveries, expenses and the cylinder account at the bottom. Every person has their own sheet for every day — in the evening each person checks their sheet and presses **Close day**.

LPG

মাডুয়াইল এনপিজি সেন্টার

GasDesk

DAILY WORK

Home

New sale

Daily sheet

Dues

Customers

STOCK

Stock

REPORTS

Sales report

Daily deposits

SETTINGS

My AI connections

Help

EN

বাং

মাডুয়াইল

করিম শেখ

Delivery man

Daily sheet

Print sheet

Date10/16/2026

16 Oct 2026 — করিম শেখ

1	Total cash sales	৳6,590
2	Other sales	৳300
3	Dues recovered	৳700
4	Total cash (1+2+3)	৳7,590
5	Commission	৳0
6	Other expenses	- ৳150
7	Total deposit (4-5-6)	৳7,440
	Credit sales	৳720

Cash counted by hand (optional)

7,440

Close day

Sales (5)

1

Cash buyer

৳1,660

Bashundhara ৳২ কেজি Refill x1, গ্যাস পাইপ x1 - Returned: Bashundhara ৳২ কেজি x1

Floor 3 (৳60) · 01:26

Receipt Cancel

Daily sheet

Whose sheet, which day

- A **delivery man** always sees his own sheet. He can change the **Date** to look at earlier days, but new entries and closing are for today only.
- **Managers and owners** can pick any staff member in **Staff**, or **Everyone** for the whole branch together. It opens on your own sheet.

The deposit box: 1+2+3-5-6=7

The box from the bottom-right corner of the paper sheet is at the top here:

No.	Line	Meaning
1	Total cash sales	Cash received for gas
2	Other sales	Cash for regulators, pipes etc.
3	Dues recovered	Old dues collected today
4	Total cash (1+2+3)	All the cash that came in today
5	Commission	Commission handed to company buyers
6	Other expenses	Fuel, snacks and other spending
7	Total deposit (4-5-6)	The money to hand to the manager/owner

Below, in grey, **Credit sales** — what went on credit today (no cash came in, so it is not in the deposit).

Note

When a bill is part-paid, the cash counts first as "Other sales" and the rest as "Cash sales" — the way it is written on the paper sheet.

Sales, recoveries and expenses

The **Sales** list has one line per sale: buyer name ("Cash buyer" if none), house, address, phone (tap to call), cylinders and type, empties returned, floor, commission, time, total and due. Under each line are **Receipt** and **Cancel** (see Cancelling a wrong sale).

Below it are today's **Dues recovered** — who paid how much. A wrong recovery can be removed with **Delete** (before the day is closed).

Adding expenses

Fuel, van fare, snacks — enter any of the day's spending in the sheet's **Other expenses** part:

1. Type the expense in **Head (fuel, snacks...)**.

2. Type the **Taka**.

3. Press **Add expense**.

The expense goes into line 6 of the box at once and the deposit drops. Remove a wrong expense with **Delete**. The month's expenses by head are in the profit & loss report.

Cylinder account

At the bottom is the **Cylinder account** table — like the bottom-left table of the paper sheet. For every cylinder: **Refill purchase**, **Package purchase**, **Refill sale**, **Package sale**, **Empties returned**, and at day end **Full in stock** and **Empty in stock**. Purchases and stock on hand are for the whole branch; sale counts follow the staff member whose sheet you are looking at.

If your count in the godown does not match, fix it with a stock count.

Closing the day

In the evening everyone closes their own sheet:

1. Count the cash and type it in **Cash counted by hand (optional)**. Less than the deposit shows **Short: б...** in red, more shows **Over: б...** in yellow.
2. Press ☐ **Close day**. It asks "Close the sheet for ...? Deposit б.... It can't be changed after closing." — press OK.
3. The sheet shows a green **Closed** tag and "Closed by ... · time · Deposit б... · Counted б...".

After closing, that person's day can't get new sales, recoveries or expenses, and nothing can be cancelled or deleted — the day is frozen so the deposit always matches the sheet.

Tip

A delivery man can close his own day himself. A manager/owner can close any staff member's day for them — pick the person in **Staff** and close the same way.

When an earlier day was not closed, Home shows a warning. Check who closed which day in the **Daily deposits** report (Reports) and close the rest.

Reopening a closed day

If a mistake shows up after closing (a wrong sale, a forgotten expense), a manager or owner opens the sheet and presses **Reopen**. Fix it and **Close day** again. A manager can only reopen days in their own branch; a delivery man can't. Who reopened what and when is kept in the audit log.

Printing the sheet

← Back

Print

মাতৃহাইল এলপিজি সেন্টার

Daily Sales Report — মাতৃহাইল

Delivery man: করিম শেখ

Date: 16 Oct 2026

Sl.	Buyer's name	House / shop name	Buyer's address	Mobile number	Gas details	Cash sale	Other sale	Floor	Commission	Credit sale	Due recovery	Return cylinder
1					Bashundhara ১২ কেজি Refill, গ্যাস পাইপ	1,510	150	60 (3)				Bashundhara ১২ কেজি
2	নুর জাহান	নুর মহল	হাটবাড়ী দক্ষিণ	01711000951	Jamuna ১২ কেজি Refill	1,440		20 (1)				Jamuna ১২ কেজি
3					Omera ১২ কেজি Refill, গ্যাস পাইপ	1,440	150					Omera ১২ কেজি
4					Bex ১২ কেজি Refill	1,470		20 (1)				Bex ১২ কেজি
5	ফাতেমা খাতুন	খাতুন কুটির	মাতৃহাইল উত্তরপাড়া	01711000359	Bashundhara ১২ কেজি Refill	730				720		Bashundhara ১২ কেজি
6	আবুল কাশেম	কাশেম ভবন	মাতৃহাইল মেডিকেল রোড	01711000174	Due recovery						700	
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
Total						6,590	300	100	0	720	700	

Product type	Bashundhara ১২ কেজি	Bashundhara ৩৫ কেজি	Bashundhara ৪৫ কেজি	Bex ১২ কেজি	Bex ২২ কেজি	Beximco ১২ কেজি	Jamuna ১২ কেজি	Omera ১২ কেজি	Omera ৩৫ কেজি	Total ১২ কেজি
Refill purchase										
Package purchase										

1	Total cash sales	6,590
2	Other sales	300
3	Dues recovered	700
4	Total cash (1+2+3)	7,590
5	Commission	0
6	Other expenses	150

Printed daily sheet

Print sheet at the top opens a sheet laid out like the paper "Daily Sales Report": serial, buyer name and address, cash sale, other sale, credit sale, return cylinders, due recovery, expense details, the cylinder account and the deposit box, with signature lines for the delivery man and the manager. Press **Print** for paper or PDF.

A delivery man's day (on the phone)

How a delivery man works on his phone — signing in, entering every delivery, collecting dues and spending on the way, checking and closing the day; and how owners and managers follow their work

Delivery men spend the day taking cylinders out by van or rickshaw. GasDesk runs in the phone's browser, so each delivery can be entered on the spot — no matching of paper slips in the evening.

The screenshot shows the 'New sale' form in the GasDesk mobile app. At the top, there is a header bar with a menu icon, the text 'साठुयारे...', a language selector 'EN | बाए' (English | Hindi), and a search icon. Below the header, the 'New sale' section contains several input fields: 'Mobile number' (with a pre-filled '01...'), 'Buyer's name', 'House / shop name', and 'Address'. Below these fields is a 'Buyer type' section with three buttons: 'House' (highlighted in orange), 'Shop', and 'Company'. Below the 'New sale' section is a 'Gas details' section with a grid of gas cylinder options. Each option is a yellow button with the brand name and weight. The options are: Bashundhara 12 kg, Bashundhara 35 kg, Bashundhara 45 kg, Bex 12 kg, Bex 22 kg, Bexlmco 12 kg, Jamuna 12 kg, Omera 12 kg, and Omera 35 kg. At the bottom of the screen is a navigation bar with five icons: Home, New sale (highlighted in orange), Daily sheet, Dues, and More.

New sale on a phone

Setting up the phone the first time

1. The owner creates your login in **Settings → Staff** with your mobile number and the **Delivery man** role, and gives you the password.
2. Open the GasDesk address in Chrome on your phone and sign in with your mobile number and password.
3. In Chrome's menu (⋮) tap **Add to Home screen** — a GasDesk icon appears on the home screen, one tap opens it next time.
4. Pick your language with **EN | बाए** at the top if you like.

On the phone there are four buttons at the bottom: **Home**, **New sale**, **Daily sheet**, **Dues**. Everything else is under **More**.

Note

A delivery man only sees his own branch, and everything he does is "me, today" — there are no boxes to pick a date or another person.

At every delivery

As soon as the cylinder is handed over and paid for, open **New sale**:

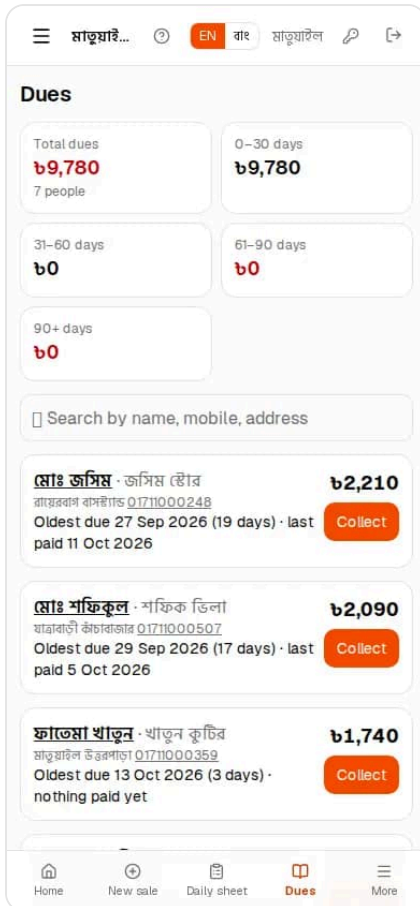
1. Type the first digits of the buyer's mobile — a known buyer's name appears, tap it. Any previous due shows at once.
2. Tap the cylinder button and set **Refill/Package**.
3. Check which brand's empty you got — if it is another brand, change **Empty cylinder taken back**.
4. Type the floor; the floor charge fills itself in.
5. Paid in full: just press ✓ **Save sale**. Paid less: type what you got in **Cash paid** — the rest goes on the buyer's due.

All the rules are in New sale.

Mistake to avoid: Don't enter all sales together back at the shop. It is easy to forget the buyer, the empty returned or the floor. Enter every delivery right away.

Collecting dues on the way

If a buyer pays an old due, tap **Dues** at the bottom:



Dues on a phone

1. Type a name, mobile or address in the search box.
2. Press **Collect** on the buyer's line.
3. Type the **Amount** and press **Take payment**.

The money goes into "Dues recovered" on your sheet for today and your deposit goes up. Details are in Customers & dues.

Spending on the way

For van fuel, snacks, labour and similar costs open **Daily sheet**, type the head and the taka under **Other expenses** and press **Add expense**. Expenses come off the deposit.

Deposit and closing at day end

Daily sheet Print sheet

Date: 10/16/2026

16 Oct 2026 — করিম শেখ

1	Total cash sales	৳6,590
2	Other sales	৳300
3	Dues recovered	৳700
4	Total cash (1+2+3)	৳7,590
5	Commission	৳0
6	Other expenses	- ৳150
7	Total deposit (4-5-6)	৳7,440
	Credit sales	৳720

Cash counted by hand (optional)

7,440 Close day

Sales (5)

1	Cash buyer	৳1,660
Bashundhara ৳২ কেজি Refill x1, গ্যাস পরিপূর্ণ x1 - Returned: Bashundhara ৳২ কেজি x1		
Floor 3 (৳৬০) - ০১:২৬		

Home New sale **Daily sheet** Dues More

Daily sheet on a phone

1. Open **Daily sheet**. Line 7 of the box, **Total deposit (4-5-6)**, is the money you must hand in.
2. Count your cash and type it in **Cash counted by hand**. Any short or over shows at once; check whether a sale or expense was missed.
3. When it matches, press Close day and hand the cash to the manager.

After closing, today's sheet can't be changed. If something is wrong, tell the manager — they can reopen the day (Daily sheet).

How owners and managers follow the work

- On **Daily sheet** pick any delivery man in **Staff** to see his sheet for today — who got what, how much he collected.
- The **By person** table in **Reports → Sales report** compares every delivery man's sales, cash, credit and commission (Reports).
- **Reports → Daily deposits** shows everyone's daily deposit and the difference to the cash counted.

- If a delivery man writes on paper or has no phone, the manager can enter his sales under **Seller (delivery man)** on **New sale** (Entering old paper sheets).

Customers & dues

The customer list and new customers, the dues list and how old each due is, collecting dues, the customer ledger, notes, SMS drafts and printing the statement

In the LPG trade hotels, restaurants, madrasas and familiar households often buy on credit. GasDesk puts every credit sale on the customer's ledger and takes it off when it is paid. The **Dues** page tells you who owes how much, and for how long.

Customer list

LPG

গ্যাসডেস্ক এনালিসিস সেন্টার

GasDesk

Help

EN

বাং

গ্যাসডেস্ক

রাজন মিয়া

Manager

DAILY WORK

Home

New sale

Daily sheet

Dues

Customers

STOCK

Stock

Purchase

Branch transfer

Empty exchange

Stock count

Stock ledger

REPORTS

Sales report

Daily deposits

Profit & loss

SETTINGS

Prices

Branches

My AI connections

Customers

+ New customer

Name, mobile, house, address

আনোয়ার হোসেন

House

আনোয়ার হোসেন গ্যাসডেস্ক এনালিসিস সেন্টার - 01711000581

Last bought 14 Oct 2026

আবুল কাশেম

House

কাশেম ডবল গ্যাসডেস্ক এনালিসিস সেন্টার - 01711000174

Last bought 14 Oct 2026

৳1,030

আল-আমিন ভ্যারাইটি স্টোর

Shop

আল-আমিন হিরে ডবল গ্যাসডেস্ক এনালিসিস সেন্টার - 01711000988

Last bought 13 Oct 2026

ইসলামিয়া মাদ্রাসা লিফট রোডিং

Company

মাদ্রাসা রোডিং গ্যাসডেস্ক এনালিসিস সেন্টার - 01711000914

Last bought 16 Oct 2026

৳10,550

কামাল হোসেন

House

কামাল হোসেন ডবল গ্যাসডেস্ক এনালিসিস সেন্টার - 01711000322

Last bought 15 Oct 2026

তানিয়া হোসেন

House

হোসেন টাওয়ার গ্যাসডেস্ক এনালিসিস সেন্টার - 01711000285

Last bought 15 Oct 2026

নাসরিন আক্তার

House

নীল শিরি আক্তার - 01711000211

Last bought 14 Oct 2026

৳840

Customer list

The **Customers** page lists every buyer with their type (House / Shop / Company), when they last bought and their current due. Search by name, mobile, house or address at the top.

New customers are usually created during a sale — typing a name or mobile on the sale is enough. To add one in advance press **+ New customer**, enter mobile, name, house / shop name, address and type, and press **Save**.

Note

Two customers can't share a mobile number — it says "A customer with this mobile number already exists". Find the existing customer instead.

The dues list

The screenshot shows the 'Dues' page in the GasDesk app. The top navigation bar includes 'Help', 'EN', 'বাং', 'মাডুয়াইল', and 'রাজন মিয়া Manager'. The left sidebar lists various functions under 'DAILY WORK', 'STOCK', 'REPORTS', and 'SETTINGS'. The main content area displays a summary of dues and a list of individual customer dues.

Dues				
Total dues ৳9,780 7 people	0–30 days ৳9,780	31–60 days ৳0	61–90 days ৳0	90+ days ৳0
Search by name, mobile, address				
মোঃ জসিম · জসিম হৌর রায়েবান্ধা বাসগাছ 01711000248 Oldest due 27 Sep 2026 (19 days) · last paid 11 Oct 2026			৳2,210	Collect
মোঃ শফিকুল · শফিক ডিলা যাত্রাবাড়ী রাস্তাবাড়ি 01711000507 Oldest due 29 Sep 2026 (17 days) · last paid 5 Oct 2026			৳2,090	Collect
ফাতেমা খাতুন · খাতুন কুটির মাডুয়াইল উত্তরপাড়া 01711000359 Oldest due 13 Oct 2026 (3 days) · nothing paid yet			৳1,740	Collect
শাহজালাল টি ইল · শাহজালাল টি ইল কাজলা 01711000470 Oldest due 3 Oct 2026 (13 days) · last paid 4 Oct 2026			৳1,330	Collect
আবুল কাশেম · কাশেম ভবন মাডুয়াইল মেডিকেল রোড 01711000174 Oldest due 6 Oct 2026 (10 days) · last paid 16 Oct 2026			৳1,030	Collect

Dues page

At the top of **Dues**:

- **Total dues** and how many people owe.
- How old: **0–30 days**, **31–60 days**, **61–90 days**, **90+ days**. Chase the red boxes (over 60 days) first.

Below is a line per customer: name (tap for the ledger), house, address, phone (tap to call), "Oldest due (date) (... days)" and "last paid (date)" or "nothing paid yet". On the right is the amount — red when older than 60 days.

The age counts payments against the oldest dues first: when someone pays, the oldest due is cleared first, so the "oldest due" date is the date of the oldest due that is still unpaid.

Every due belongs to the branch that sold on credit, wherever it is later collected. Managers and delivery men see their own branch's dues; the owner sees the branch picked at the top.

Collecting a due

There are two places to enter a recovery:

From the Dues page (quick):

1. Press **Collect** on the customer's line. The full due is filled in.
2. If you got less, change the amount, and add a **Note** if useful (e.g. "paid by bKash").
3. Press **✓ Take payment**. A green line says "... — ৳... collected".

From the customer ledger: type the **Amount collected** and a **Note** at the top of the ledger and press **✓ Collect due**.

The recovery goes into "Dues recovered" on the collector's sheet for today and raises the deposit. You can't take more than the due — it says "Only ৳... is due". Delete a wrong recovery from that day's Daily sheet (before closing).

Customer ledger

The screenshot shows the GasDesk application interface. On the left is a sidebar with navigation options: DAILY WORK (Home, New sale, Daily sheet, Dues, Customers), STOCK (Stock, Purchase, Branch transfer, Empty exchange, Stock count, Stock ledger), REPORTS (Sales report, Daily deposits, Profit & loss), and SETTINGS (Prices, Branches, My AI connections). The main area displays the 'Customers' page for 'ইসলামিয়া মাদ্রাসা লিফ্লাহ বোর্ডিং'. It shows the current due as ৳10,550. Below this is a 'Ledger' table with columns: Date, Details, Due, Paid, and Balance. The table lists three sales transactions. At the bottom, there is a 'Purchases' section listing four transactions with their respective amounts.

Date	Details	Due	Paid	Balance
25 Sep 2026	Sale #2-260925-008 সোহেল রানা · যাদাবাড়ী	৳2,920		৳2,920
9 Oct 2026	Sale #2-261009-006 সোহেল রানা · যাদাবাড়ী	৳5,880		৳8,800
10 Oct 2026	Sale #2-261010-007 সোহেল রানা · যাদাবাড়ী	৳1,750		৳10,550

Date	Details	Amount
16 Oct 2026	#2-261016-001 · সোহেল রানা	৳2,940
Total ৳২ কেজি Refill ×2		
14 Oct 2026	#2-261014-005 · সোহেল রানা	৳4,800
Jamuna ৳২ কেজি Refill ×3, গ্রেপ্তারের ×1		
14 Oct 2026	#1-261014-007 · করিম শেখ	৳2,900
Bex ৳২ কেজি Refill ×2		
13 Oct 2026	#2-261013-006 · সোহেল রানা	৳4,400
Omara ৳২ কেজি Refill ×3		

Customer ledger

Tap a customer's name to open their ledger:

- At the top: name, type, house, address, phone and, on the right, the **Current due**.
- **Ledger:** every credit sale (with invoice number) and every recovery, who entered it, which branch, and the running **Balance**.
- **Purchases:** the customer's recent purchases — date, invoice, seller, cylinders, total and due.

To change details press  **Edit**: change mobile, name, house, address, type and **Notes**, then **Save**.

Notes can hold anything — e.g. "said he will pay on Friday" or "5th floor, no lift". They show in a grey box at the top of the ledger.

SMS drafts

If the owner has connected an AI assistant (such as Claude or ChatGPT, see AI assistants), the assistant can save due-reminder SMS messages as **drafts**. When there are drafts, a yellow box **SMS drafts (not sent)** appears at the top of the customer's ledger.

GasDesk never sends SMS itself. Under each draft:

- **Send from phone:** opens your phone's messages app with the number and text filled in — check it and send it yourself.
- **Mark as sent:** press it after sending; the draft leaves the list.
- **Discard:** throw away a draft you don't need.

Printing the statement

← Back

Print

মাতুয়াইল এলপিজি সেন্টার

Customer ledger

Printed on 16 Oct 2026

ইসলামিয়া মাদ্রাসা লিল্লাহ বোডিং

মাদ্রাসা বোডিং মাতুয়াইল ব্রিজ

Mobile: 01711000914

Current due

৳10,550

Date	Details	Due	Paid	Balance
25 Sep 2026	Sale #2-260925-008 যাদ্ধাবাড়ী	৳2,920		৳2,920
9 Oct 2026	Sale #2-261009-006 যাদ্ধাবাড়ী	৳5,880		৳8,800
10 Oct 2026	Sale #2-261010-007 যাদ্ধাবাড়ী	৳1,750		৳10,550

Authorised signature

Printed statement

Print statement at the top of the ledger opens the customer's full dues-and-recoveries statement with your company name and address, running balance and a signature line. Press **Print** for paper, or save it as a PDF and send it on WhatsApp. Handy for settling monthly accounts with hotels and restaurants.

If the button is missing, the printable statement is not in your plan.

Buying from the company (refill & package)

Bringing in full cylinders from the company or a dealer — refill purchases that send empties back, package purchases, other products, cost prices, back-dated delivery notes and deleting a wrong purchase

When full cylinders arrive from the company's truck (Bex, Omera, Jamuna...) or from another dealer, enter them on **Stock → Purchase**. Full stock goes up, and on a refill purchase the empties you handed over come off the stock. Purchases are entered by a manager or the owner.

The screenshot shows the 'Purchase' page in the GasDesk application. The left sidebar contains navigation options under 'DAILY WORK', 'STOCK', 'REPORTS', and 'SETTINGS'. The 'Purchase' option is highlighted. The main content area has tabs for 'Current stock', 'Purchase', 'Transfer', 'Empty exchange', 'Stock count', and 'Stock ledger'. The 'Purchase' tab is active, showing a form with the following fields: 'Company / dealer', 'Date' (10/16/2026), a product selection dropdown (currently showing '— choose —'), 'Quantity' (1), 'Price (each)', and 'Total' (৳0). There is a '+ Another product' button and a 'Note' field. At the bottom of the form, it shows 'Total purchase' as ৳0 and a large orange 'Save purchase' button. Below the form is a 'Recent purchases' section with two entries: '14 Oct 2026' for ৳86,650 and '11 Oct 2026' for ৳69,930.

Purchase page

Refill purchase

The most common case: giving the company truck empties and getting fulls back.

1. Type the name in **Company / dealer** (e.g. "Bex depot" or "Rahman Enterprise"). **Date** is today.
2. Pick the cylinder from the product list and keep **Refill**.
3. Type the **Quantity**. **Price (each)** comes from "Refill cost" on the prices page; check it against the delivery note.

4. In the grey box: **Empties given** — which cylinder's empties you gave (the same cylinder by default) and the **Number of empties** (equal to the quantity by default).
5. More cylinders? + **Another product**.
6. Check the **Total purchase** at the bottom and press ✓ **Save purchase**.

After saving you go back to **Current stock**, where the new numbers show.

Note

You must have as many empties in stock as you give. Otherwise it says "...: only 5 empty in stock, 10 needed". Fix the empty count first with a stock count.

Package purchase

When you buy new cylinders with gas (no empties go back) choose **Package** on the line. The price comes from "Package cost". Only full stock goes up.

Regulators, pipes, stoves

When buying other products, pick that product from the list — there is no refill/package choice, just quantity and price.

Back-dated delivery notes

When entering an old delivery note later, change the **Date**. Future dates are not allowed. Stock counts from that date, and the purchase shows in that day's "Refill purchase / Package purchase" columns on the daily sheet.

Recent purchases and deleting a wrong one

At the bottom are **Recent purchases** — every purchase of the last 30 days: date, company, who entered it, which cylinders, how many empties went out, and the total.

The owner can delete a wrong purchase with the ✕ on the right of its line — it asks "Delete this purchase? Its stock will be taken back out." If those cylinders have already been sold it can't be deleted. Managers can't delete — ask the owner. Then enter the correct purchase again.

What you owe the company

GasDesk records purchase amounts and cylinders, but it does not keep a separate book of what you paid the company or still owe it. Keep the company's account in your bank/cash book. You can check which company sent how much and when from **Recent purchases** on this page and the stock ledger.

Stock — full, empty, transfers, empty exchange and counts

How many full and empty cylinders of each kind a branch has, transfers between branches, swapping other-brand empties, counting the godown to correct stock, and the stock ledger

Nobody types stock levels in GasDesk — they follow from every sale, purchase, transfer, empty exchange and count. Cylinder stock has two parts: **Full** (ready to sell) and **Empty** (returned by buyers, to go back to the company).

Event	Full	Empty
Refill sale	down	the returned empty goes up
Package sale	down	—
Refill purchase	up	the empties given go down
Package purchase	up	—
Transfer	down in the sending branch, up in the receiving one	same
Empty exchange	—	the brand given goes down, the brand received goes up
Stock count	set to the counted number	set to the counted number

Current stock

LPG

গ্যাসডেস্ক

হাটুয়াইল এনপিজি সেন্টার

GasDesk

HelpENবাংলাহাটুয়াইলহাজী আবদুল হালিমOwner

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Cylinder	Full	Empty	Total
Bashundhara ১২ কেজি	6	10	16
Bashundhara ৩৫ কেজি	3	3	6
Bashundhara ৪৫ কেজি	3	1	4
Bex ১২ কেজি	33	10	43
Bex ২২ কেজি	6	5	11
Beximco ১২ কেজি	6	15	21
Jamuna ১২ কেজি	14	15	29
Omera ১২ কেজি	21	5	26
Omera ৩৫ কেজি	6	2	8
Total ১২ কেজি	13	1	14
Total	111	67	178

Other products

রেগুলেটর	22
গ্যাস পাইপ	34
চুলা	3

Red = sold more than the stock; fix it with a stock count.

Current stock

Stock shows each cylinder's **Full**, **Empty** and **Total** in the branch, with a grand total below, and under that how many **Other products** (regulators etc.) there are.

- Yellow when 2 or fewer full are left — time to order.
- Red (below zero) means more was sold than the stock shows — usually a purchase was not entered or the opening stock is missing. Enter the purchase or fix it with a stock count.

The owner picks a branch at the top to see each branch's stock. Delivery men only see this page; purchases, transfers, empty exchange and counts are for managers and owners.

Transfers between branches

Stock

Current stock Purchase **Transfer** Empty exchange Stock count Stock ledger

Send to branch: — choose — Date: 10/16/2026

Product	Full	Empty
Bashundhara ৬২ কেজি		
Bashundhara ৩৫ কেজি		
Bashundhara ৪৫ কেজি		
Bex ৬২ কেজি		
Bex ২২ কেজি		
Beximco ৬২ কেজি		
Jamuna ৬২ কেজি		
Omera ৬২ কেজি		
Omera ৩৫ কেজি		
Total ৬২ কেজি		

Transfer page

When full or empty cylinders go from one branch to another, enter them on **Stock → Transfer**:

1. Pick **Send to branch**. The goods leave your current branch.
2. **Date** (today by default).
3. In the table type how many **Full** and **Empty** of each cylinder you send — only the ones you send.
4. Add a **Note** (e.g. the van number) and press **✓ Send**.

The sending branch's stock goes down and the receiving branch's goes up at once. You can't send more than you have. If this page is missing, branch transfer is not in your plan.

Other-brand empty exchange

LPG

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Exchanged other-brand empty cylinders with another dealer? Write it here.

Gave (empty)

— choose —

Number

Got (empty)

— choose —

Number

Note

Exchanged with whom

Save

Empty exchange page

Buyers hand in empties of all brands on refills. Say you are a Bex dealer but 20 Omera empties have piled up in the godown. You swap them with the Omera dealer nearby for 20 Bex empties. On **Stock → Empty exchange**:

- 1. **Gave (empty)**: Omera 12 kg, **Number** 20.
- 2. **Got (empty)**: Bex 12 kg, **Number** 20 (left empty it equals the number given; type it if you got more or fewer).
- 3. Write who you swapped with in **Note** and press **✓ Save**.

Only empties change; no money is recorded. If this page is missing, empty exchange is not in your plan.

Stock count

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Write what you counted in the store (opening stock or after a count). Only fill the ones that change.

Product	Full now	Full counted	Empty now	Empty counted
Bashundhara ৬২ কেজি	6		10	
Bashundhara ৩৫ কেজি	3		3	
Bashundhara ৪৫ কেজি	3		1	
Bex ৬২ কেজি	33		10	
Bex ২২ কেজি	6		5	
Beximco ৬২ কেজি	6		15	
Jamuna ৬২ কেজি	14		15	
Omera ৬২ কেজি	21		5	
Omera ৩৫ কেজি	6		2	
Total ৬২ কেজি	13		1	
রেপ্লেনেটর	22			

Stock count page

- For the opening stock, or when the monthly godown count finds more or fewer, use **Stock → Stock count**:
- 1. The table shows each cylinder's **Full now** and **Empty now** (GasDesk's numbers).
 - 2. Type what you counted in **Full counted** and **Empty counted** — only for the ones that don't match.
 - 3. The **Change** line below shows the difference, e.g. "Bex ৬২ কেজি Full +2, Empty -1".
 - 4. Write a **Reason** — "Opening stock", "Monthly count", "Broken cylinder"... It won't save without one.
 - 5. Press **✓ Save**.

Mistake to avoid: Don't use a count to cover a sale or purchase that was never entered — enter the missing sale or purchase first. Otherwise the cash and the sales report stay wrong.

Stock ledger

LPG

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From10/09/2026To10/16/2026

Date	Product	Type	Full	Empty	By
16 Oct 2026	Bex ৬২ কেজি	Sale		+3	রাজন মিয়া
16 Oct 2026	Bashundhara ৬২ কেজি	Sale	-3		রাজন মিয়া
16 Oct 2026	Bashundhara ৬২ কেজি	Sale		+1	করিম শেখ
16 Oct 2026	Bashundhara ৬২ কেজি	Sale	-1		করিম শেখ
16 Oct 2026	Bex ৬২ কেজি	Sale		+1	করিম শেখ
16 Oct 2026	Bex ৬২ কেজি	Sale	-1		করিম শেখ
16 Oct 2026	গ্যাস পাইপ	Sale	-1		করিম শেখ
16 Oct 2026	Omera ৬২ কেজি	Sale		+1	করিম শেখ
16 Oct 2026	Omera ৬২ কেজি	Sale	-1		করিম শেখ
16 Oct 2026	Jamuna ৬২ কেজি	Sale		+1	করিম শেখ
16 Oct 2026	Jamuna ৬২ কেজি	Sale	-1		করিম শেখ
16 Oct 2026	গ্যাস পাইপ	Sale	-1		করিম শেখ
16 Oct 2026	Bashundhara ৬২ কেজি	Sale		+1	করিম শেখ
16 Oct 2026	Bashundhara ৬২ কেজি	Sale	-1		করিম শেখ
15 Oct 2026	Bex ৬২ কেজি	Sale		+1	রাজন মিয়া
15 Oct 2026	Bex ৬২ কেজি	Sale	-1		রাজন মিয়া

Stock ledger

Stock → Stock ledger lists every stock entry by date: date, product, type (Sale / Purchase / Transfer / Adjustment / Empty exchange) with its note, full and empty +/-, and who did it. It starts with the last 7 days; change **From / To**.

The owner can delete a wrong adjustment or empty exchange here with ✕ (both sides of an exchange go together). Sales, purchases and transfers can't be deleted here — cancel a sale from the daily sheet and delete a purchase on the purchase page.

Reports — sales, daily deposits and profit & loss

Sales for any period by product, branch, person and day; who deposited how much each day and the difference to the cash counted; monthly profit & loss and expense heads

The **Reports** menu has three pages: **Sales report**, **Daily deposits** and **Profit & loss**. All three share the same filters at the top:

- **From / To** dates, or one tap on **Today**, **Yesterday**, **This month**.
- **Staff** (managers/owners): one person, or everyone.
- **All branches together** (owner only): ticked = every branch combined; unticked = the branch picked at the top.

A delivery man sees only his own sales and deposits, and no profit & loss.

Sales report

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হাজী আবদুল হালিম

Owner

Reports

Sales

Daily deposits

Profit & loss

Dues →

Stock →

From

10/01/2026

To

10/16/2026

Today

Yesterday

This month

Staff

Everyone

All branches together

Sales

179 sales

৳5,11,280

Gas

৳4,73,920

Others

৳30,900

Floor charge

৳6,460

Cash sales

৳4,92,200

Credit sales

৳19,080

Dues recovered

৳14,330

Commission

৳1,000

Expenses

৳3,540

Total deposit

৳5,01,990

By product

Product	Refill	Refill ৳	Package	Package ৳	Empties returned	Total ৳
Omera ১২ কেজি	45	৳64,800	8	৳27,600	45	৳92,400
Bex ১২ কেজি	44	৳63,800	5	৳17,500	44	৳81,300
Bashundhara ৪৫ কেজি	7	৳38,500	2	৳22,000	7	৳60,500
Bashundhara ৩৫ কেজি	8	৳34,400	2	৳17,800	8	৳52,200
Total ১২ কেজি	25	৳36,500	3	৳10,650	25	৳47,150
Bashundhara ১২ কেজি	25	৳36,250	1	৳3,500	25	৳39,750
Omera ৩৫ কেজি	9	৳38,250	0	৳0	9	৳38,250
Jamuna ১২ কেজি	16	৳22,720	4	৳13,600	16	৳36,320

Sales report

The boxes at the top: **Sales** (how many and the bill total), **Gas**, **Others**, **Floor charge**, **Cash sales**, **Credit sales**, **Dues recovered**, **Commission**, **Expenses** and **Total deposit**.

Below are four tables:

Table	Shows
By product	For every cylinder: refills (count and ₸), packages (count and ₸), empties returned, total ₸
By branch	(with all branches together) each branch's sales, total, cash, due
By person	Each seller's sales, total, cash, due and commission — compare delivery men here
By day	Each day's sales, total, cash, due

Tip

At month end press **This month** and look at **By product** — it shows which brand and size sells most, useful for ordering from the company.

Daily deposits

LPG

গ্যাসডেস্ক এনালিটিক সেন্টার

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Reports

Sales

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Profit & loss

Dues →

Stock →

From 10/01/2026 To 10/16/2026 Today Yesterday This month Staff Everyone

All branches together

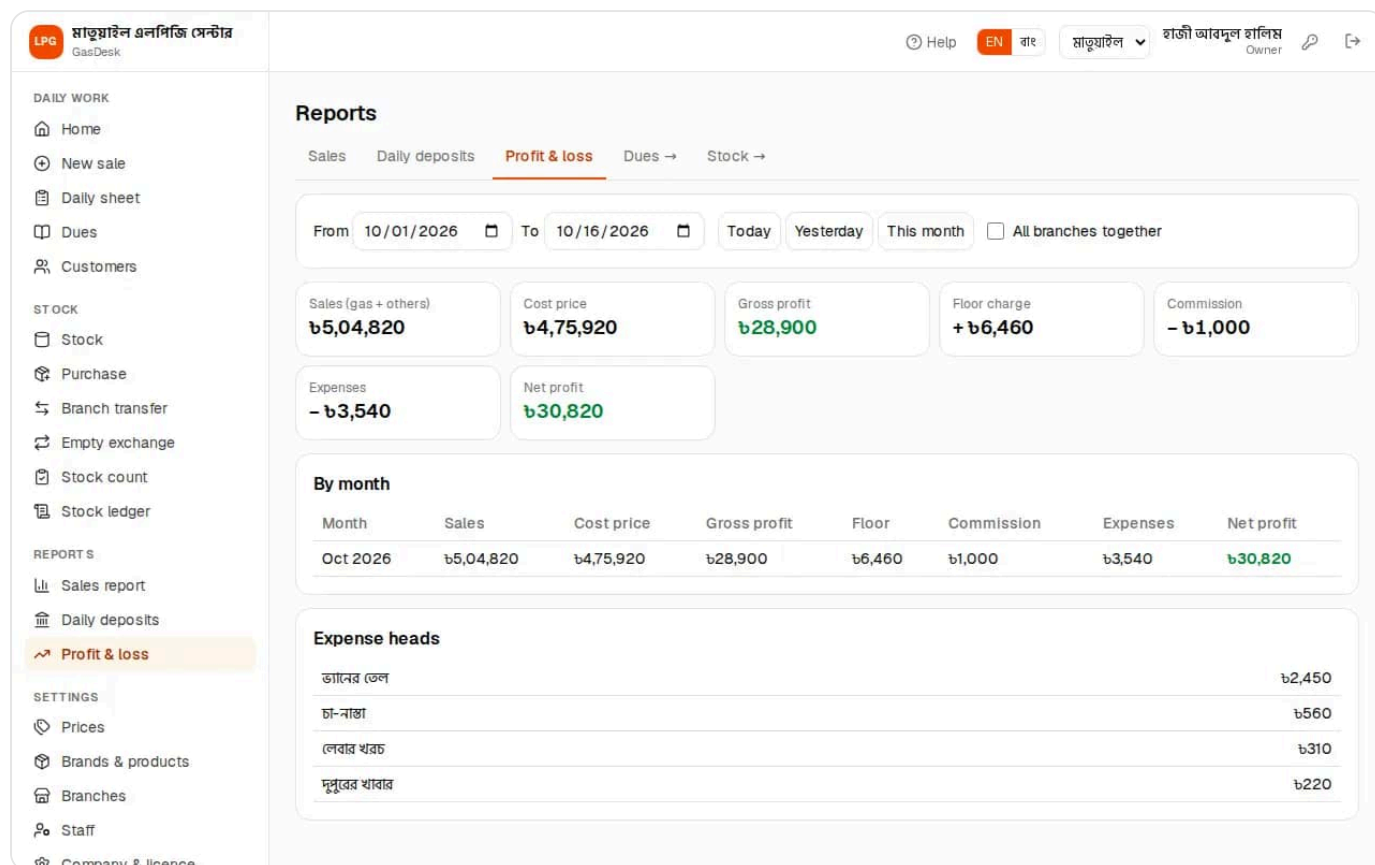
Date	Staff	Total cash	Commission	Expenses	Deposit	Counted	Credit sales
15 Oct 2026	করিম শেখ মাতুয়াইল	৳18,020	৳0	৳150	৳17,870	—	৳0
15 Oct 2026	রাজন মিয়া মাতুয়াইল	৳2,900	৳0	৳100	৳2,800	৳2,800	৳0
14 Oct 2026	করিম শেখ মাতুয়াইল	৳26,150	৳0	৳300	৳25,850	৳25,850	৳720
14 Oct 2026	রাজন মিয়া মাতুয়াইল	৳13,940	৳0	৳80	৳13,860	৳13,860	৳0
13 Oct 2026	করিম শেখ মাতুয়াইল	৳24,640	৳100	৳150	৳24,390	—	৳1,020
13 Oct 2026	রাজন মিয়া মাতুয়াইল	৳16,660	৳0	৳0	৳16,660	—	৳0
12 Oct 2026	করিম শেখ মাতুয়াইল	৳10,630	৳200	৳160	৳10,270	৳10,280 (+৳10)	৳0
12 Oct 2026	রাজন মিয়া মাতুয়াইল	৳4,320	৳0	৳0	৳4,320	৳4,300 (-৳20)	৳0
11 Oct 2026	করিম শেখ মাতুয়াইল	৳25,660	৳200	৳220	৳25,240	৳25,240	৳1,450
11 Oct 2026	রাজন মিয়া মাতুয়াইল	৳2,980	৳0	৳0	৳2,980	—	৳0
10 Oct 2026	করিম শেখ মাতুয়াইল	৳37,410	৳0	৳240	৳37,170	৳37,170	৳0
10 Oct 2026	রাজন মিয়া মাতুয়াইল	৳10,240	৳0	৳40	৳10,200	৳10,200	৳0
9 Oct 2026	করিম শেখ মাতুয়াইল	৳32,610	৳0	৳260	৳32,350	—	৳720

Daily deposits

Every closed sheet is one line: **Date**, **Staff**, **Total cash**, **Commission**, **Expenses**, **Deposit**, **Counted** (cash counted by hand) and **Credit sales**. When the counted cash does not match the deposit the difference is coloured. The printer icon on the right prints that day's sheet. Totals of deposits and counted cash are at the bottom.

A missing day means that person did not close that day. When Home says "... earlier days are not closed yet", check here and close the remaining days from the Daily sheet.

Profit & loss



Profit & loss

For owners and managers. It is worked out like this:

Net profit = Sales (gas + others) – Cost price + Floor charge – Commission – Expenses

- **Cost price** comes from "Refill cost / Package cost" in the price list on the day of each sale.
- The **By month** table shows each month's sales, cost, gross profit, floor, commission, expenses and net profit.
- The **Expense heads** table adds up the expenses entered on daily sheets by head — you see where the money goes.

Note

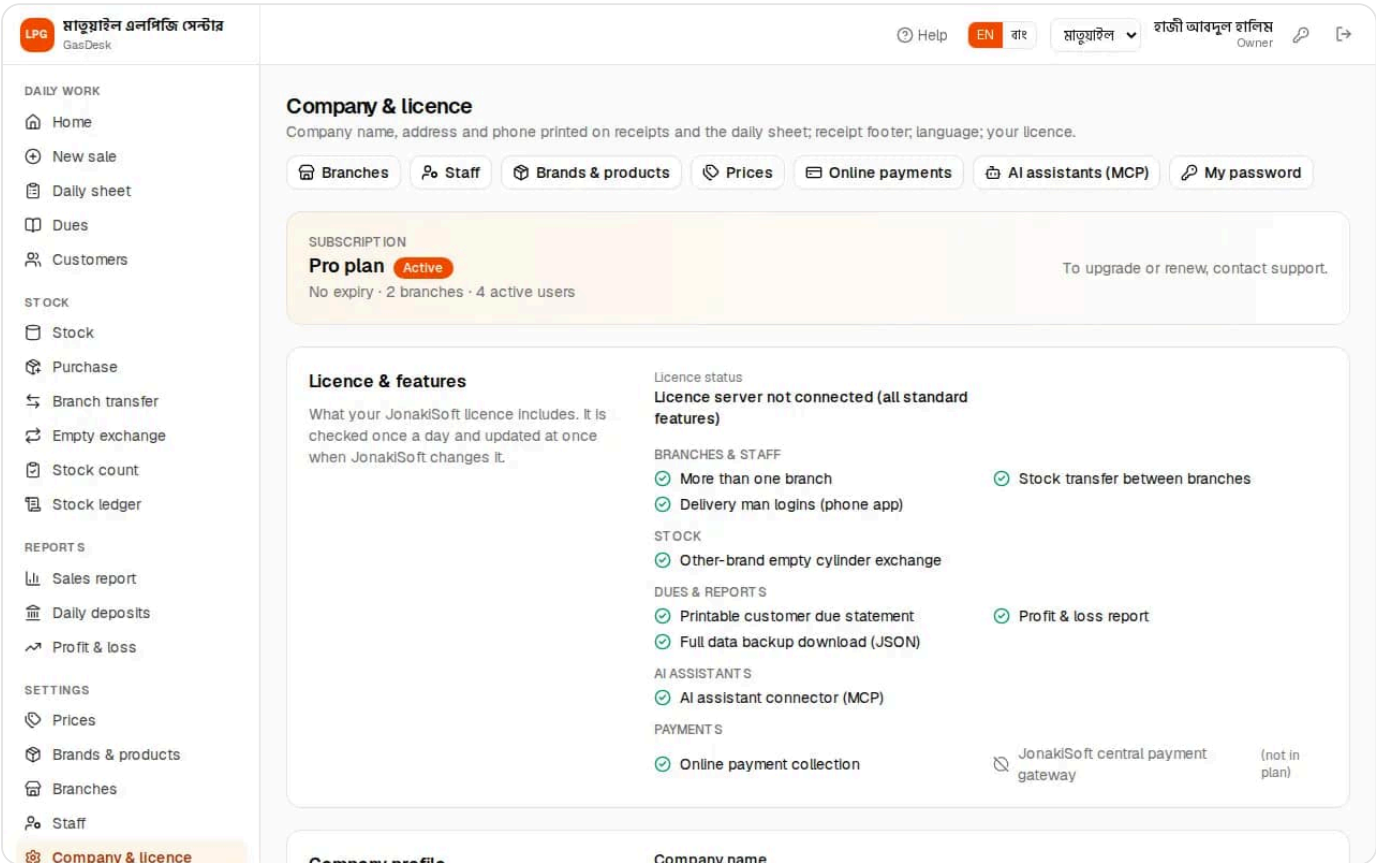
A yellow line "... sale lines had no cost price — profit may look higher" means cost prices are missing: enter them on **Settings → Prices** (Prices). Later sales will be right; earlier sales keep their cost.

If the profit & loss page is missing, it is not in your plan.

Settings, licence & online payments

The Company & licence page, plan and expiry, licence modules (what is switched on), what happens when the licence lapses, online payment gateways, backup and the audit log

This chapter is for the owner only. **Settings → Company & licence** also has buttons to every other setting: Branches, Staff, Brands & products, Prices, Online payments and My password.



Company & licence

Plan and expiry

The orange box at the top shows the **Subscription**: the plan (Free trial / Starter / Business / Pro), **Active** or **Suspended**, when it expires (days left), how many branches and active users. To upgrade or renew, contact JonakiSoft support.

Licence and modules

Below it, **Licence & features** shows what your JonakiSoft licence includes:

- **Licence status, Plan, Valid until** and **Last synced**.

- Whether each module is on: more than one branch, stock transfer between branches, delivery man logins (phone app), other-brand empty cylinder exchange, printable customer due statement, profit & loss report, full data backup, AI assistant connector (MCP), online payment collection. Missing ones say "not in plan".

The licence is checked once a day and updated at once when JonakiSoft changes it. Press **Sync licence now** to check right away.

New sale, daily sheet and closing, dues and recovery, customers, stock, purchases and counts, the sales report and daily deposits, prices, products, staff, branches and settings are in every plan and are never switched off.

Opening a page that is not in your plan shows "... is not part of your plan" and a **Back to home** button. Switching a module off never changes entries already made.

When the licence lapses

- After the expiry date there are a few days of grace. Every page then shows a yellow line "Your licence has expired. GasDesk keeps working until (date); please renew."
- When the grace period ends or the licence is suspended, signing in shows the licence page and nothing else opens. It lists JonakiSoft's phone and email.

Note

Even while the licence is locked all your sales, dues, stock and daily sheets are kept. Everything opens again as soon as the licence is active.

Online payments

The screenshot displays the 'Online payments' settings in the GasDesk application. The interface is in Bengali. The left sidebar lists various functions: DAILY WORK (Home, New sale, Daily sheet, Dues, Customers), STOCK (Stock, Purchase, Branch transfer, Empty exchange, Stock count, Stock ledger), REPORTS (Sales report, Daily deposits, Profit & loss), and SETTINGS (Prices, Brands & products, Branches, Staff, Company & licence). The main content area is titled 'Online payments' and explains that it manages SSLCommerz, bKash, and Nagad merchant accounts. It includes a section 'Which account takes the money' with three options: SSLCommerz, bKash, and Nagad, each marked as 'Not available'. Below this, there are two main configuration sections: 'SSLCommerz — cards, internet banking, mobile wallets' and 'bKash online payment (tokenized checkout)'. Each section has a 'Sandbox (test mode)' checkbox checked by default, with a note to turn it off when live credentials are provided. Input fields for Store ID, Store password, App key, App secret, Username, and Password are also present. The top header shows the user's name 'হাজী আবদুল হালিম' and role 'Owner'.

Online payments

Settings → Online payments holds your own SSLCommerz, bKash and Nagad merchant account details (store ID, app key, merchant number etc.). Each has a **Sandbox (test mode)** switch — turn it off when the gateway gives you live credentials.

- Saved passwords and keys are encrypted and never shown again. Leave a box empty to keep the saved one.
- With your own account the money goes straight to you. Without one, JonakiSoft's central account may be used if your licence allows it; JonakiSoft then pays the money to you. The **Payments collected by JonakiSoft** part at the bottom shows that account.

Note

GasDesk does not take payments from customers online yet. Setting these up now means the money goes to these accounts once it does.

Backup

At the bottom of **Company & licence**, **Download backup** under **Backup** downloads everything of your company (sales, dues, stock, closings...) as one JSON file. Keep a copy somewhere safe every month.

Audit log

LPG

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রাজী আবদুল হালিম

Owner

Audit log

Who did what and when: sales cancelled, stock moves, closings, prices, users and settings.

09/16/2026

10/16/2026

All users

All actions

All records

Action starts with... e.g. sale.cancel

When	Who	Action	Record	Branch	Details
16 Oct 2026, 09:16	রাজী আবদুল হালিম	sms.draft	SmsDraft cmvaebed000sj91xz2ilOsd	গ্যাসডেস্ক	via: mcp · client: E2E Claude · customerId: cmv9xhvzj002pj9ux84ra0unr · ▶ JSON
16 Oct 2026, 09:16	রাজী আবদুল হালিম	sms.draft	SmsDraft cmvaebe5j000pj91xa2c1bytv	গ্যাসডেস্ক	via: mcp · client: E2E Claude · customerId: cmvaeb7mk0000j9g7pcqndv04 · ▶ JSON
16 Oct 2026, 09:16	রাজী আবদুল হালিম	customer.note	Customer cmvaeb7mk0000j9g7pcqndv04	গ্যাসডেস্ক	via: mcp · note: Called about due, will pay Friday · client: Claude · ▶ JSON
16 Oct 2026, 01:26	রাজী আবদুল হালিম	closing.close	Day closing cmv9xlyb401tcj9uxz3d1d2sl	গ্যাসডেস্ক	date: 2026-10-15 · user-id: cmv9xhutb000ej9uxpmhat7 · counted: — · deposit: 1870000 · ▶ JSON
16 Oct 2026, 01:26	রাজন সিং	closing.close	Day closing cmv9xly9u01taj9uxl9gcp36j	গ্যাসডেস্ক	date: 2026-10-15 · user-id: cmv9xhuqk000aj9uxajard3 · counted: 280000 · deposit: 280000 · ▶ JSON
16 Oct 2026, 01:26	রাজন সিং	closing.close	Day closing cmv9xly8901t8j9uxhmusudde	গ্যাসডেস্ক	date: 2026-10-15 · user-id: cmv9xhurq000cj9ux9i5r4lk · counted: — · deposit: 1787000 · ▶ JSON
16 Oct 2026, 01:26	রাজী আবদুল হালিম	closing.close	Day closing cmv9xlywnw01r8j9uxkobi9o4s	গ্যাসডেস্ক	date: 2026-10-14 · user-id: cmv9xhutb000ej9uxpmhat7 · counted: 2423000 · deposit: 2423000 · ▶ JSON
16 Oct 2026, 01:26	রাজন সিং	closing.close	Day closing	গ্যাসডেস্ক	date: 2026-10-14 · user-id: cmv9xhuqk000aj9uxajard3 · counted: 1386000 · deposit: 1386000 ·

Audit log

Settings → Audit log shows who did what and when: cancelled sales, purchases and stock corrections, day closings and reopenings, prices, staff and settings changes. Filter by person, record type, action (e.g. `sale.cancel`) and date. Each line comes with the details of what changed.

Tip

When a daily deposit doesn't add up, look for that day's `sale.cancel` and `closing.reopen` in the audit log.

AI assistants (Claude, ChatGPT)

Let Claude, ChatGPT or Claude Code answer questions from your GasDesk books — the connector URL, how to connect, who may connect, safe actions, revoking a connection and the activity log

With GasDesk connected to an AI app such as Claude or ChatGPT you can simply ask, in Bangla or English: "How much did we sell today?", "Who has owed us for more than 60 days?", "Which delivery man delivered the most cylinders this month?", "How many full Bex 12 kg are in Jatrabari?" The AI app reads the figures from GasDesk and answers.

This is a separate module (**AI assistant connector (MCP)**) that must be in your plan. Without it a connected app only sees a message saying it is not in the plan.

What it can and can't do

It can read — only what you can see in GasDesk with your role: today's and this month's sales, cylinder stock (full/empty), customers and dues, sales by day, delivery men's figures, daily deposits, purchases, expenses, the stock ledger and (for owners/managers) profit & loss. A delivery man's connection sees only his own entries.

Safe actions (when the owner allows them):

- Add a line to a customer's notes (e.g. "called, will pay on Friday").
- Save a due-reminder SMS as a **draft**. GasDesk never sends SMS — the draft waits on the customer's ledger and you check it and send it from your phone (SMS drafts).

It can never: enter sales, recoveries or expenses, delete or cancel anything, change prices, stock or settings, or see staff or passwords.

Owner: Settings → AI assistants (MCP)

The screenshot displays the 'AI assistants (MCP)' settings page in the GasDesk application. The interface includes a sidebar with various navigation categories: DAILY WORK (Home, New sale, Daily sheet, Dues, Customers), STOCK (Stock, Purchase, Branch transfer, Empty exchange, Stock count, Stock ledger), REPORTS (Sales report, Daily deposits, Profit & loss), and SETTINGS (Prices, Brands & products, Branches, Staff, Company & licence). The main content area is titled 'AI assistants (MCP)' and features a green banner indicating that the feature is 'Included in your plan'. Below this, the 'Connect an AI app' section provides instructions for connecting external AI services like Claude, ChatGPT, or Claude Code. It includes a 'CONNECTOR URL' field with the example 'http://localhost:3800/mcp' and a 'Copy' button. A list of steps guides the user through the connection process. The 'Rules' section allows the user to configure permissions for connected AI apps, including enabling 'Allow safe actions' and selecting which roles (Owner, Manager, Delivery man) are permitted to connect.

AI assistant settings

On **Settings → AI assistants (MCP)**:

- At the top, green **Included in your plan** or yellow **Not in your plan**.
- **Connect an AI app**: the **Connector URL** (e.g. `https://.../mcp`) with a copy button, and steps for Claude / ChatGPT / Claude Code.
- **Rules**:
 - **Allow safe actions** — off means AI apps can only read, not add notes or drafts.
 - **Roles allowed to connect** — the owner always may; managers may by default; tick Delivery man to allow delivery men too. Press **Save** after changing.
- **Connected apps**: who connected which AI app, **Read only** or **Read + safe actions**, when it was connected and last used. **Revoke** cuts any connection off immediately.
- **Recent activity**: the last 50 requests from AI apps — when, who, which app, which tool, the result. The log is kept for 180 days.

Connecting Claude

1. In GasDesk open **My AI connections** (or, for the owner, **Settings → AI assistants (MCP)**) and copy the **Connector URL**.
2. In Claude (web or desktop) open **Settings → Connectors → Add custom connector**.
3. Give it a name (e.g. GasDesk) and paste the URL. Leave the advanced OAuth fields empty.
4. Press **Connect**. A GasDesk page opens — sign in with your own mobile number and password.
5. On the permission page check which company you are connecting, decide whether to keep "safe actions" ticked, and press **Allow**.
6. In a chat, turn the connector on from the tools menu and ask away.

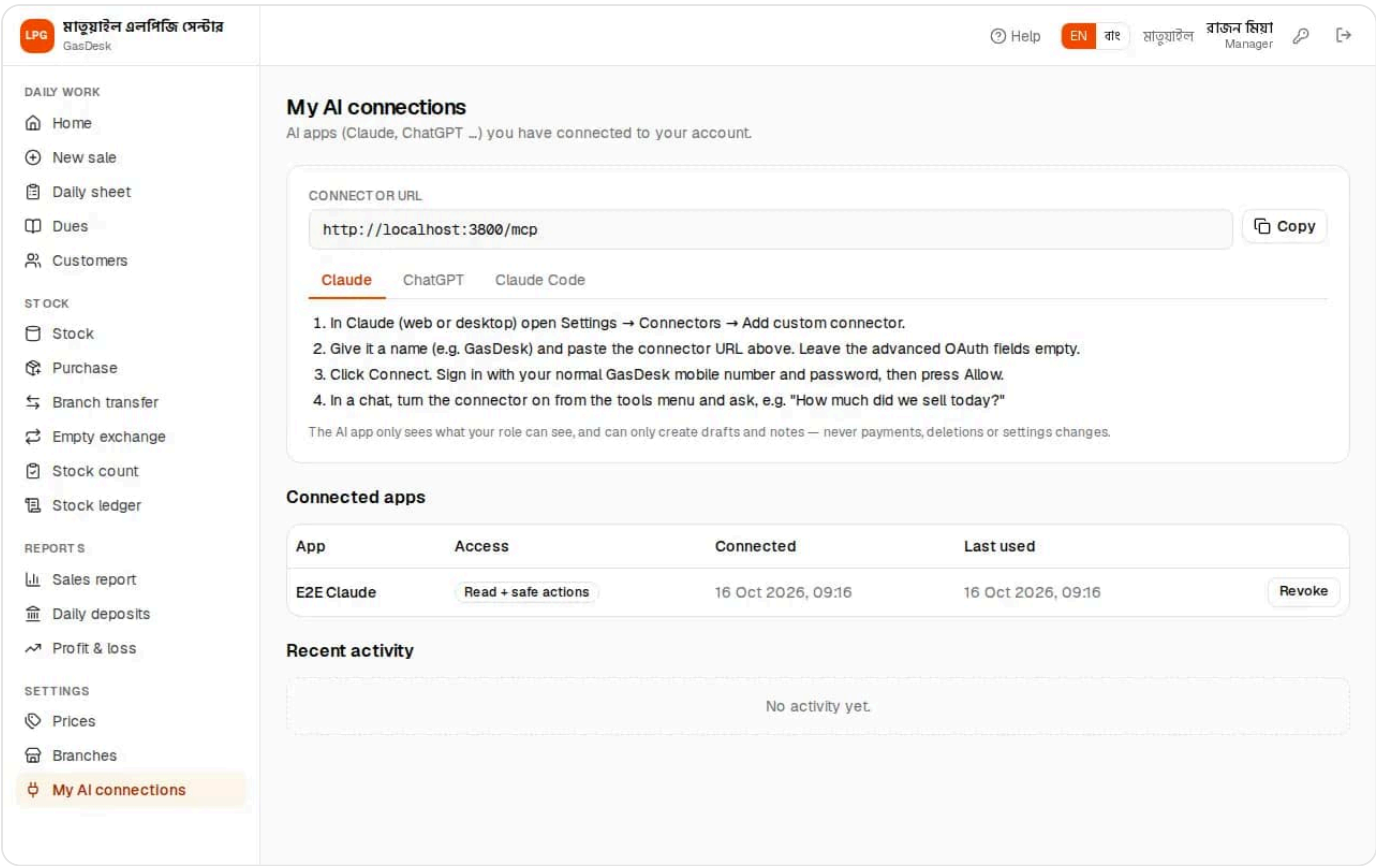
ChatGPT: turn on Developer mode in Settings → Apps & Connectors → Advanced (needs a plan that allows custom connectors), then create a connector with the URL and OAuth authentication; the rest is the same.

Claude Code: run the `claude mcp add --transport http ...` command shown on the page in a terminal, then type `/mcp` inside Claude Code and choose Authenticate.

Note

Everyone connects their own AI app with their own account. When someone's password is changed or their login is deactivated, all their AI connections are revoked automatically.

My AI connections (everyone)



My AI connections

The **My AI connections** page in the menu shows each person their own: the connector URL and steps, their connected apps (with **Revoke**) and their recent activity. If the module is not in the plan, or the owner has not allowed your role, it says so.

A few useful questions

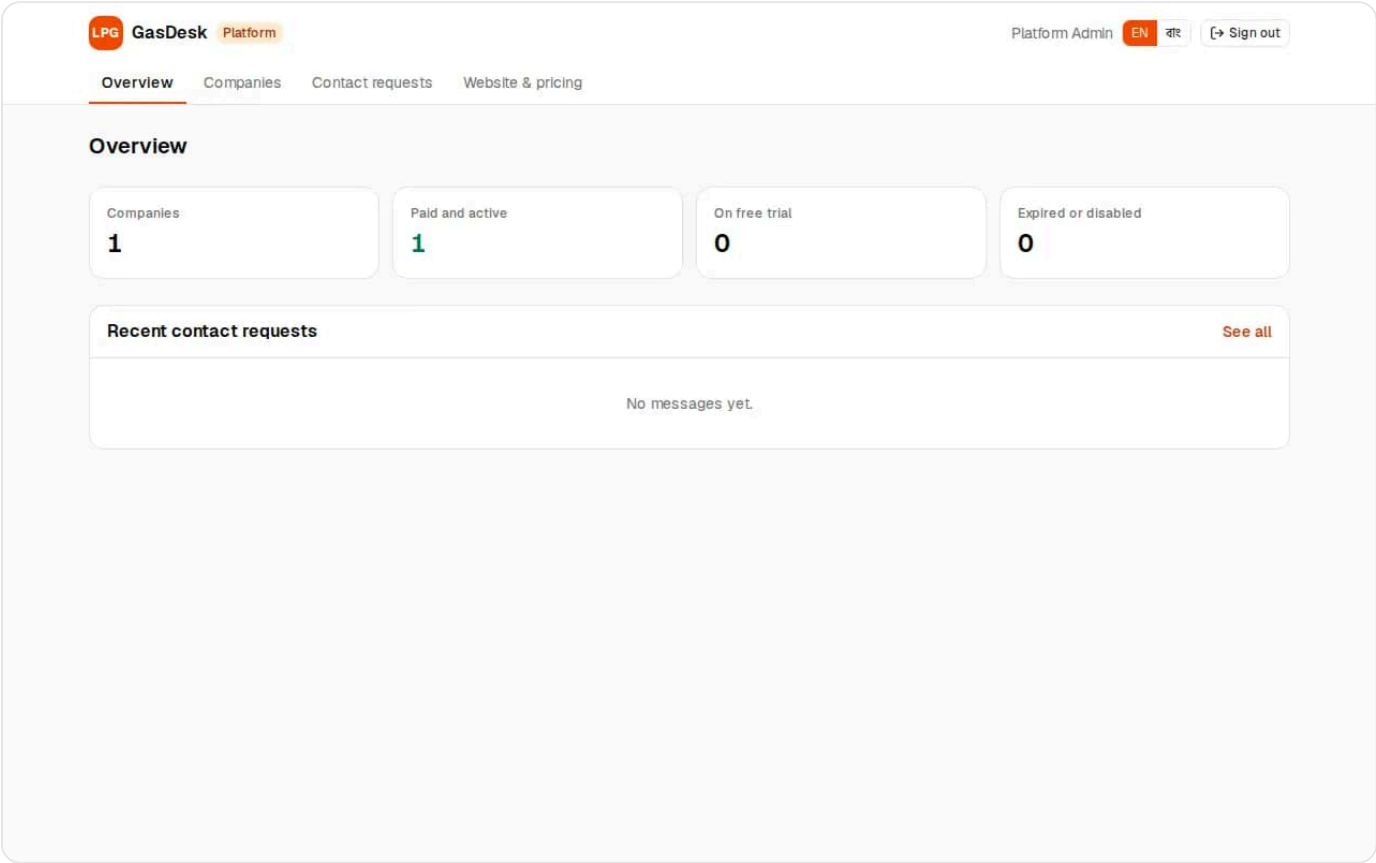
- "Give me today's summary — sales, cash, dues, and how many full cylinders each branch has."
- "Who has dues older than 60 days? Write a polite Bangla SMS for each." — check the drafts, say "OK", and the assistant saves them as drafts.
- "Show Karim's and Sohel's sales, dues and commission this month side by side."
- "How many Bex 12 kg refills did we buy from the company last week?"

Mistake to avoid: Check the AI's answer against the GasDesk pages once, especially money. And don't let anyone else use your AI app account — that app sees GasDesk in your name.

Platform admin (JonakiSoft)

The JonakiSoft platform console in brief — all companies, plan and expiry, enabling and disabling a company, viewing as its owner, website contact requests and the price cards

This chapter is for the JonakiSoft team only; dealers don't see these pages. A platform admin signs in on the same sign-in page and goes straight to the **platform console** (/platform).

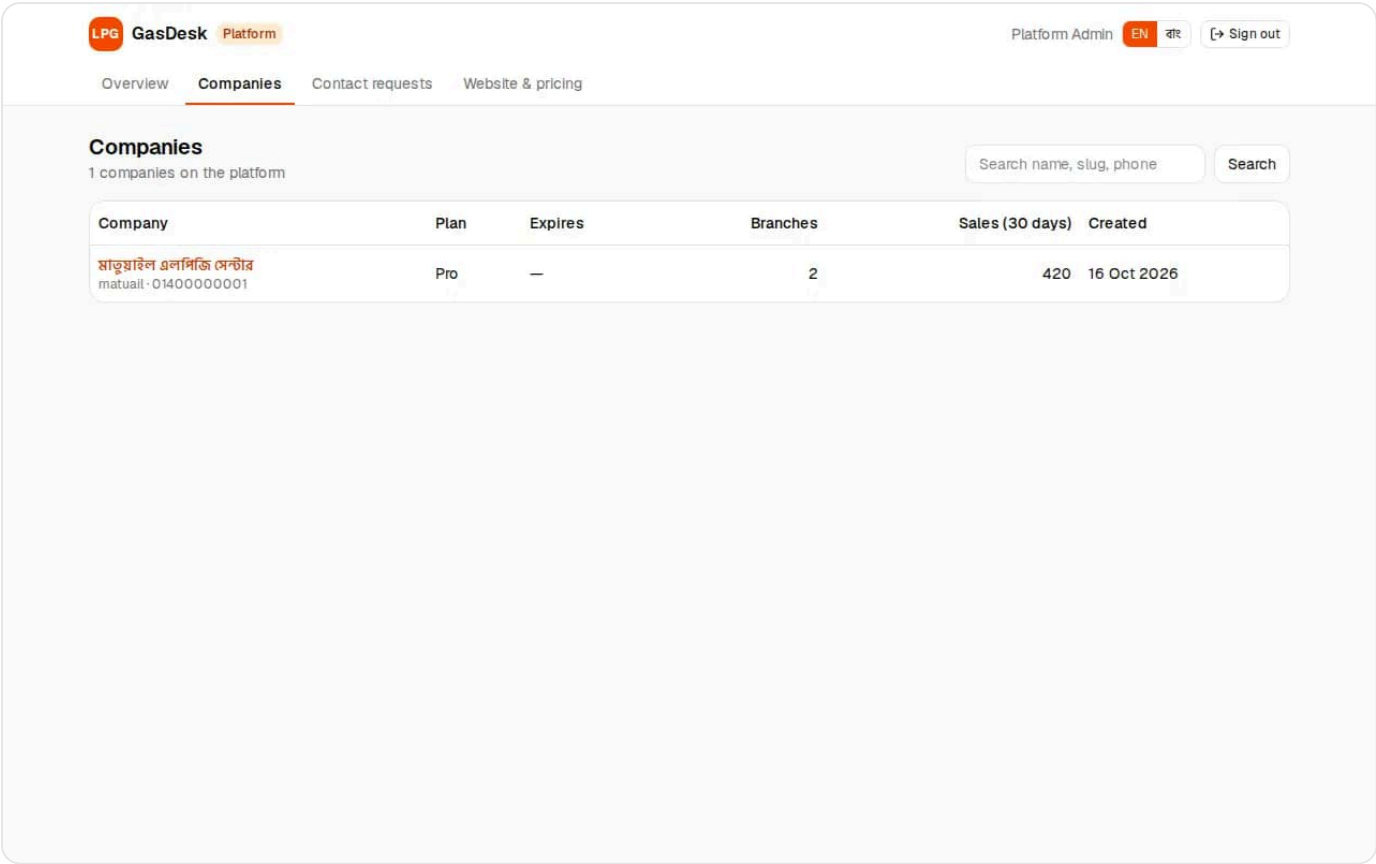


Platform console

Overview

How many companies there are — **Paid and active**, **On free trial**, **Expired or disabled** — and the latest contact requests from the website.

Companies



Company list

Companies lists every dealer: name, plan, expiry, branches, sales in the last 30 days, created. Search by name, slug or phone. Open a company to see:

- Branches and staff (role, last sign-in), total sales, last sale, licence status.
- **Plan and expiry:** pick a plan, then **Extend by days**, **Set a date**, **Never expires** or **Expire now** — and **Save plan**.
- **Disable company / Enable company:** while disabled nobody can sign in.
- **View as owner:** opens the company through its owner's eyes for one hour, for support. An orange bar says "Viewing as the owner of ... Changes are real." Press **Exit** when done.

Note

Licence modules (what is on for which company) are not changed here but in JonakiSoft's LicenseDesk.

Contact requests and the website

- **Contact requests:** messages from the website contact form. Each has a status (new / contacted / closed) and an internal note.
- **Website & pricing:** the support phone, WhatsApp, email and address on the website, and the price cards (plan name, monthly/yearly price, max branches, feature list, one-time licence). The keys **STARTER, BUSINESS, PRO** match a company's plan. Saving updates the website at once.

When a platform admin connects an AI app it can only read the company list (no safe actions).

Troubleshooting

Common problems — can't sign in, stock looks wrong, a sale won't save, the day is closed, the deposit doesn't match, a due looks wrong, a menu is missing, printing — and contacting support

Can't sign in

- **"Wrong phone number or password"**: type the number with 11 digits (01...). Forgot the password? Ask the owner to set a new one in **Settings → Staff**.
- **"Too many attempts"**: wait 15 minutes and try again.
- **"This account is disabled"**: the owner switched your login off, or the company is disabled. Talk to the owner.
- **Suddenly signed out**: someone changed your password (you on another phone, or the owner). Sign in with the new password.

"No permission" or a missing menu

Each role only sees the menus for its work (What each role can do). A delivery man, for example, doesn't see purchases or prices. If needed the owner can change the role on the **Staff** page.

"... is not part of your plan" means that module is not in the licence — the owner should talk to JonakiSoft (Licence and modules).

A sale won't save

Message	What to do
"only ... full in stock, ... needed — add stock first"	Enter the goods from the company as a purchase, or transfer from another branch. On the first day enter the opening stock.
"A credit sale needs the customer's name or mobile"	Type the buyer's name or mobile, or take full cash.
"Commission can't be more than the cash paid"	Lower the commission or correct the cash paid.

Message	What to do
"Cash paid is more than the bill"	Enter the old due separately as a due recovery.
"This day's sheet is closed"	Today has been closed. Ask the manager to reopen it.
"No price set" (yellow)	Enter the price in Settings → Prices , or type it on the sale.

Stock doesn't match

1. Open **Stock → Stock ledger** and look through a few days — was a purchase missed, a sale entered twice?
2. On refills where the buyer gave another brand's empty, check that the right **Empty cylinder taken back** was chosen.
3. Enter what is missing, cancel what is wrong. If it still doesn't match, count the godown and enter a stock count, with the reason.

The deposit doesn't match

- On the **Daily sheet** compare the sales one by one with the paper — are cash paid and due right?
- Was any recovery or expense of today missed?
- Commission comes off the deposit — was it entered on the sale?
- Who cancelled which sale is in the **Audit log**.

A due looks wrong

Open the customer's **Ledger** and go through the lines. For a wrong credit sale, cancel it and enter the right one; for a wrong recovery, delete it from that day's daily sheet and enter it again. If the day is closed it has to be reopened first.

Printing

- Receipts are sized for 80 mm thermal printers. In the print dialog choose the paper size and "Margins: None".
- The daily sheet and statements print best on A4. From a phone you can "Save as PDF" and send it on WhatsApp instead.

Slow or not opening on the phone

Check that the internet is on — GasDesk works online. If a page looks out of date, pull down to refresh.
Keep Chrome up to date.

Support

If this guide doesn't answer it, contact JonakiSoft support — phone, WhatsApp and email are on the website's **Contact** page. Say which page, what you were trying to do and what message appeared; send a screenshot if you can.

Glossary

Words used in GasDesk — refill, package, full, empty, returned empty, floor charge, commission, due, recovery, deposit, closing, adjustment, empty exchange and more

Cylinders and stock

Word	Meaning
Cylinder	One brand and one size, e.g. "Bex ১২ কেজি" (Bex 12 kg).
Full	A cylinder filled with gas, ready to sell.
Empty	An empty cylinder returned by a buyer; handed to the company on a refill purchase.
Refill (রিফিল)	The buyer gives an empty and takes a full; gas price only.
Package (প্যাকেজ)	A new cylinder with gas, sold or bought.
Others (অন্যান্য)	Regulators, pipes, stoves and similar items.
Returned empty (ফেরত খালি)	The empty a buyer hands over on a refill — can be another brand.
Empty exchange (খালি বদল)	Swapping piled-up other-brand empties with another dealer.
Transfer	Sending cylinders from one branch to another.
Stock count / adjustment (সমন্বয়)	Counting the godown and correcting GasDesk's stock; the opening stock is entered this way too.
Stock ledger	The list of every stock entry — when, what, how many, who.

Money and accounts

Word	Meaning
Cash sale (ক্যাশ বিক্রি)	Cash received for gas.

Word	Meaning
Other sale (অন্যান্য বিক্রি)	Cash received for other items.
Credit sale (বাকী বিক্রি)	The part of a bill the buyer will pay later; goes on the customer's ledger.
Due recovery (বাকী আদায়)	Money received against an old due.
Floor charge (তলা চার্জ)	Charge for carrying a cylinder upstairs — per floor or flat. Added to the bill.
Commission	Cash handed to a company buyer's person; doesn't lower the bill, lowers the deposit.
Total cash	Cash sales + other sales + dues recovered.
Deposit (জমা)	Total cash – commission – expenses; handed in at day end.
Cash counted	The cash counted by hand at closing, compared with the deposit.
Close day	Closing one person's sheet for a day; nothing on that day can change afterwards.
Reopen	Opening a closed day to fix a mistake (manager/owner).
Ledger (খতিয়ান)	One customer's dues and recoveries with a running balance.
Cost price	What a cylinder costs you from the company; used for profit & loss.
Invoice number	Branch code-date-serial, e.g. 1-261016-007 .

People and licence

Word	Meaning
Owner	Every branch, all work, all settings.
Manager	Own branch; sales, stock, prices, entering for others, reopening days.
Delivery man	Own sales, recoveries, expenses and closing his own day — today only.

Word	Meaning
Branch	One shop or godown; each has its own prices, stock and floor charge.
Plan / module	What your JonakiSoft licence switches on.
AI assistant (MCP)	The connection that lets Claude or ChatGPT read your GasDesk books.