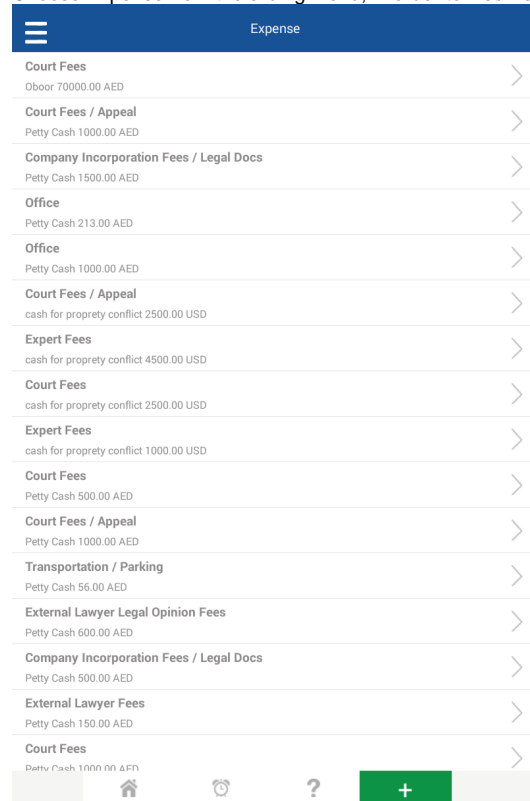


App4Legal Mobile App- Expenses

- [List/View Expenses](#)
- [Record an Expense](#)
- [Edit an Expense](#)

List/View Expenses

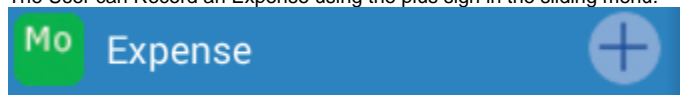
Choose Expense from the sliding menu, in order to List/View all the available Expenses in the form of a scrollable list.



The list Expenses shows the Expense Category and under it the Paid through account and next to the account is the amount.

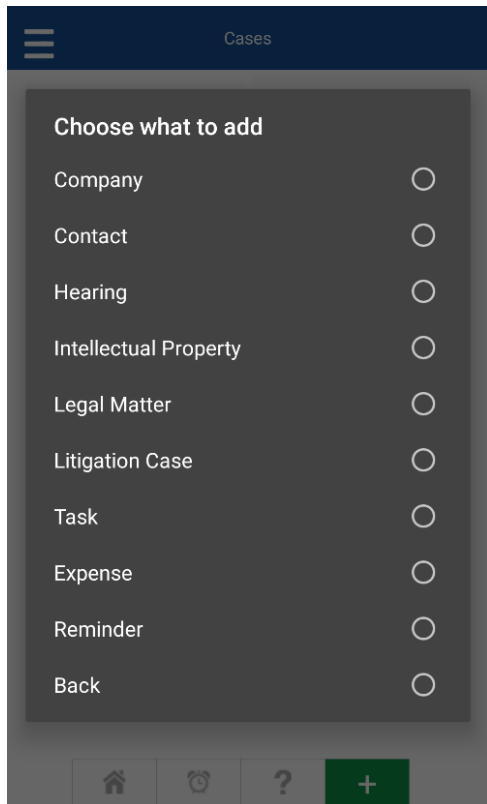
Record an Expense

The User can Record an Expense using the plus sign in the sliding menu.



Or, from the green quick add plus sign at the bottom of the screen.

If the user is at the homepage, the app will prompt a list of objects to be added:



If the user is at the Expenses list, the Expense Add form will automatically open after pressing the plus sign.

The user can Record an Expense by using the Plus sign in the bottom of the screen. The below screen will appear.

A screenshot of the 'Add Expense' form in the application. The form is displayed on a white background with a dark blue header at the top containing a hamburger menu icon, the text 'Add Expense', and a 'Back' button. The form consists of several input fields: 'Expense Category*' (dropdown menu), 'Payment Method*' (dropdown menu), 'Paid Through*' (dropdown menu), 'Amount [?]*' (text input), 'Paid on*' (date picker showing '2016-03-28'), 'Inclusive Tax' (dropdown menu), 'Comment' (text area), 'Reference#' (text input), and 'Supplier' (text input). At the bottom of the form is a 'Related Case' label. Below the form is a bottom navigation bar with five icons: a home icon, an alarm icon, a question mark icon, a green square with a white plus sign, and a grey square.

Edit an Expense

Once the user clicks on an Expense, it will open so that the user can view/edit the details. In case the user just viewed the Expense, navigation away back to the grid can be done through the back button on the top left of the screen.

[Back to Top](#)

