Reconcile E-Commerce Orders and Muhasib Sales

How to Reconcile E-Commerce Orders and Muhasib Sales in Muhasib ERP

Overview

This guide will help you compare and confirm retrieved external orders to Muhasib sales, payments, stock, tax, and remaining exceptions.

The integration population is reconciled and exceptions have controlled owners/actions.

Who can do this

You need access to E-commerce, sale inquiry, payment, stock, and tax report.

Before you start

Have provider order/export data, Muhasib external IDs/sale numbers, synchronization window, status mapping, and settlement data.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

E-Commerce Orders, Sale Inquiry, payment reports, Stock Ledger, and tax reports.

Reconcile E-Commerce Orders and Muhasib Sales

Step 1: Define the exact provider/company/time/status population

Step 2: Match each external ID to zero or one Muhasib sale

Step 3: Reconcile customer, lines, totals, tax, shipping, discounts, and payment

Step 4: Reconcile stock and returns/cancellations

Step 5: Classify missing, duplicate, rejected, or state-mismatched records

Step 6: Correct through source workflows and retain evidence

Check your work

Provider and Muhasib counts/values agree for the same scope, subject only to documented timing or rejected records.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Separate order time, sync time, and sale-posting time.
- Do not delete unmatched records to force counts to agree.

Related guides

- Synchronize E-Commerce Orders
- Convert an E-Commerce Order into a POS Sale
- Retry a Partially Successful Integration Safely

What to do next

> **Synchronize E-Commerce Orders**.

Revision #0
Created 2026-09-04 09:20:14 UTC by Shah Rukh Saeed
Updated 2026-09-07 10:14:00 UTC by Shah Rukh Saeed