

# Radar Archief (=Sharepoint)

Opzoeken / Wijzigen van bestanden  
in Radar Archief (=Sharepoint)



## Click on [Input Capture Window]

The screenshot shows the RADAR360 dashboard interface. A large blue callout bubble points to the search bar at the top center, which contains the placeholder text "Zoeken...". The dashboard features a dark sidebar on the left with various menu items like CRM, Relaties, Notities, Taken, Documenten, UREN, Beheer, and a central dashboard area with sections for Relaties, Verjaardagen, Taken, and Periodieke Taken.

**Zoeken...**

**Click op Zoeken**

**Welkom, Erik**

**Dashboard aanpassen**

**2310 Relaties**

Personen: 1103 | Bedrijven: 818 | Families: 389

**Favorieten**

Voorbeeld klant BV 00001  
Bedrijf

**Verjaardagen**

Periode (t/m): Vandaag

- Vet, R.F.  
Person komt voor in meerdere Bedrijven/Families  
Klik om de leeftijd te tonen (Privacygevoelig)
- Hemert, T. van  
Person komt voor in meerdere Bedrijven/Families  
Klik om de leeftijd te tonen (Privacygevoelig)

**Taken 1**

Periode (t/m): Vandaag

- Jaarrekening-concept  
Voorbeeld klant BV  
Concept jaarrekening  
Bergsma, E.A. (Erik) 31-01-2021

**Periodieke Taken 5**

Periode (t/m): Vandaag

- Omzetbelasting  
Voorbeeld klant BV  
Omzetbelasting voor november van jaar 2021  
Bergsma, E.A. (Erik) 01-12-2021
- Omzetbelasting  
Bakkerij van Bollegoe  
Omzetbelasting voor KWARTAAL 3 van jaar 2021  
Bergsma, E.A. (Erik) 01-10-2021
- Omzetbelasting  
Bakkerij van Bollegoe  
Omzetbelasting voor KWARTAAL 2 van jaar 2021  
Bergsma, E.A. (Erik) 01-07-2021
- Omzetbelasting  
Bakkerij van Bollegoe  
Omzetbelasting voor KWARTAAL 1 van jaar 2021  
Bergsma, E.A. (Erik) 01-04-2021
- Omzetbelasting  
Bakkerij van Bollegoe  
Omzetbelasting voor KWARTAAL 4 van jaar 2020  
Bergsma, E.A. (Erik) 01-01-2021

19:22 06-12-2021

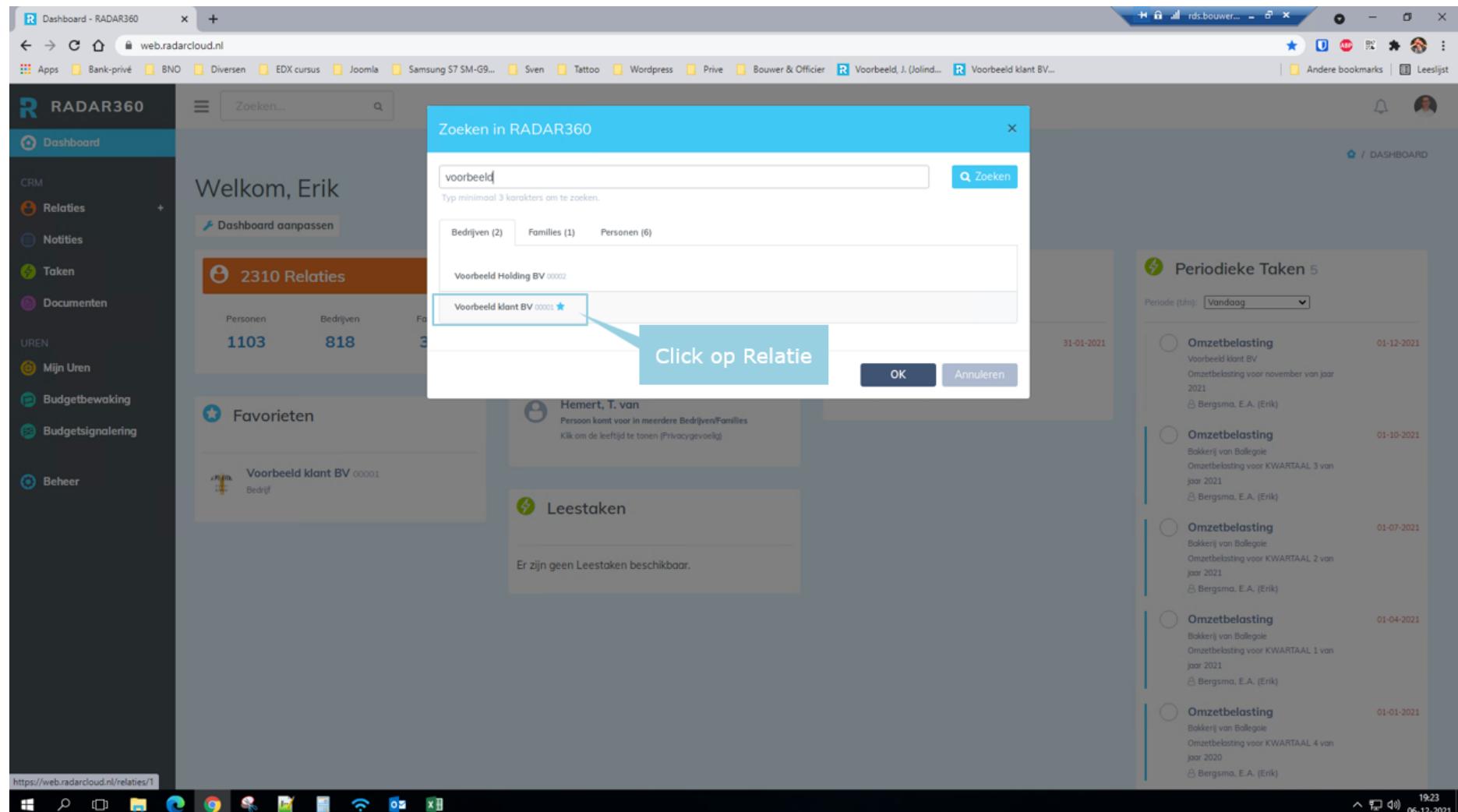
Type [voorbeeld]

The screenshot shows the RADAR360 CRM software interface. A red callout box with the text "your answer is not" is positioned above the main dashboard area. The dashboard features a central "Welkom, Erik" section and several cards:

- 2310 Relaties**: Shows counts for Personen (1103), Bedrijven (818), and Families (389).
- Verjaardagen**: Lists birthday reminders for Vet, R.F. and Hemert, T. van.
- Taken 1**: Lists a single task for Jaarrekening-concept.
- Periodieke Taken 5**: Lists five scheduled tasks for Omzetbelasting.
- Favorieten**: Shows a favorite entry for Voorbeeld klant BV 00001.
- Leestaken**: States there are no reading tasks available.

The left sidebar contains navigation links for CRM, Relaties, Notities, Taken, Documenten, UREN, Beheer, and a Help section. The top navigation bar shows the URL web.radarcloud.nl and the title Dashboard - RADAR360.

## Click on [Input Capture Window]



## Click on [Input Capture Window]

The screenshot shows the RADAR360 CRM software interface. The left sidebar has a dark theme with orange highlights for the 'Relaties' (Clients) module. The main area displays the details for 'Voorbeeld klant BV' (ID 00001). The contact information includes a logo for 'BOUWER & OFFICIER ACCO不堪TS BELASTINGDADERS', phone number 070-3815704, email info@bouwer-officier.nl, and address Voorbeeldstraat 1, 2514 BB 'S-GRAVENHAGE, Nederland'. Below this are buttons for 'Bewerken', 'Contact', 'Planning & Voortgang', 'Nieuwe Notitie', 'Nieuwe Taak', and 'Nieuw Document'. To the right, there are sections for 'Overzicht' (Overview) showing counts for Personen (7), Notities (0), Taken (2), Documenten (13), and Projecten (4). A callout bubble with the text 'Click op Documenten' points to the 'Documenten' section. Other sections include '7 Personen' (7 active, 0 archived), 'Recente Documenten' (list of recent documents like 'Rapport 2019', 'Test gebruik sjablonen - pdf', etc.), and 'Tijdelijn' (list of temporary files). The bottom status bar shows the URL https://web.radarcloud.nl/relaties/1/documenten and the system tray.

## Click on [Input Capture Window]

The screenshot shows the RADAR360 web application interface. On the left, a dark sidebar menu includes 'Dashboard', 'CRM' (selected), 'Relaties' (highlighted in orange), 'Personen', 'Bedrijven' (selected), 'Families', 'Notities', 'Taken', 'Documenten', 'UREN' (selected), 'Mijn Uren', 'Budgetbewaking', 'Budgetsignalering', and 'Beheer'. The main content area displays a client profile for 'Voorbeeld klant BV 00001' with a star rating. It shows contact information: phone 070-3815704, email info@bouwer-officier.nl, address Voorbeeldstraat 1, 2514 BB 'S-GRAVENHAGE, Nederland. Below this is a toolbar with 'Bewerken', 'Contact', 'Planning & Voortgang', 'Nieuwe Notitie', 'Nieuwe Taak', 'Nieuw Document', and a search bar. A large blue callout box labeled 'Click op Archief' points to the 'Archief' button in the toolbar. The 'Documenten' section lists several files: 'Overleg klar' (Word document), 'Specificatie lonen.xlsx' (Excel document), 'Verzamelloonstaat.pdf' (PDF document), 'Specificatie omzet.xlsx' (Excel document), and 'Raamtaak en deelrapport.docx' (Word document). To the right, there's an 'Overzicht' panel with counts for Personen (7), Notities (0), Taken (2), Documenten (13), and Projecten (4). A 'Zoekfilters' panel shows filters for Type (Jaarrekening), Rubriek (Boekjaar 2020), and a note to apply standard filters. The bottom status bar shows the URL https://bouwerofficier.sharepoint.com/Radarsoftware/Gedeelde documenten/Archief/00001, the date 06-12-2021, and the time 19:23.

## Click on [Input Capture Window]

The screenshot shows a SharePoint document library interface. On the left, there's a navigation bar with 'Home', 'Notebook', and 'Documents' selected. The main area displays a grid of documents with columns for Name, Modified, and Modified By. A specific folder named 'Jaarrekening' is highlighted with a blue border. A large, semi-transparent blue callout box with rounded corners is overlaid on the grid, containing the text: 'Dit is in grote lijnen de DM mappen structuur. Je moet hier zelf het juiste bestand zien te vinden.' (This is in general the DM folder structure. You must find the correct file yourself.)

The right side of the screen shows a ribbon of tabs: 'All Documents', 'Has access', 'Properties', and 'More details'. The 'Properties' tab is active, showing the title '00001' and the name '00001'. There are also sections for 'Has access' (with a user icon and '4' next to it) and 'Properties' (with fields for 'Title' and 'Name').

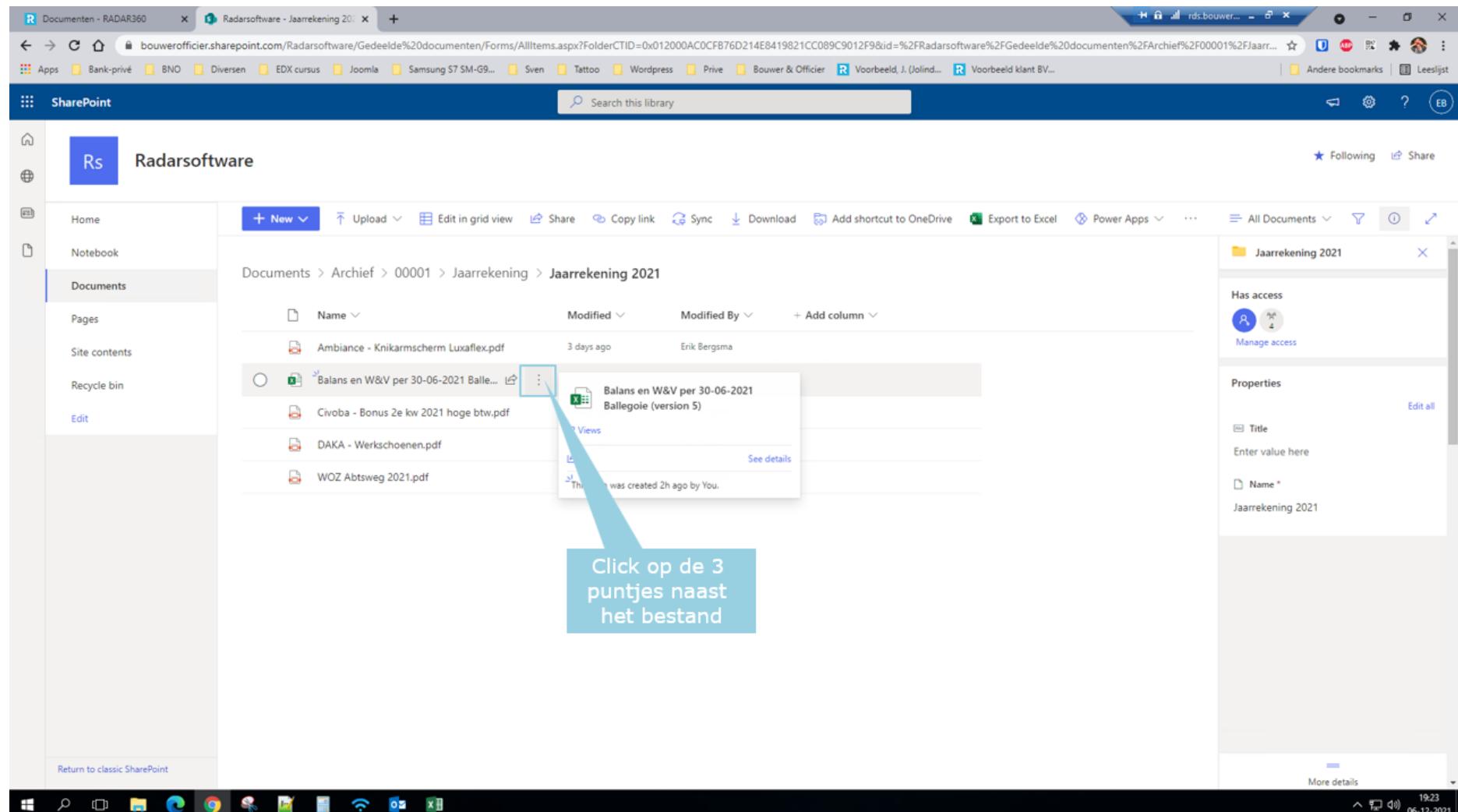
At the bottom, a taskbar shows various icons for system functions like search, task view, and network.

Name	Modified	Modified By
Advisie	3 days ago	Erik Bergsma
Correspondentie	3 days ago	Erik Bergsma
Facturen	May 11	Erik Bergsma
Financieel	3 days ago	Erik Bergsma
Jaarrekening	3 days ago	Erik Bergsma
Lonen	3 days ago	Erik Bergsma
Samensteldossier	3 days ago	Erik Bergsma

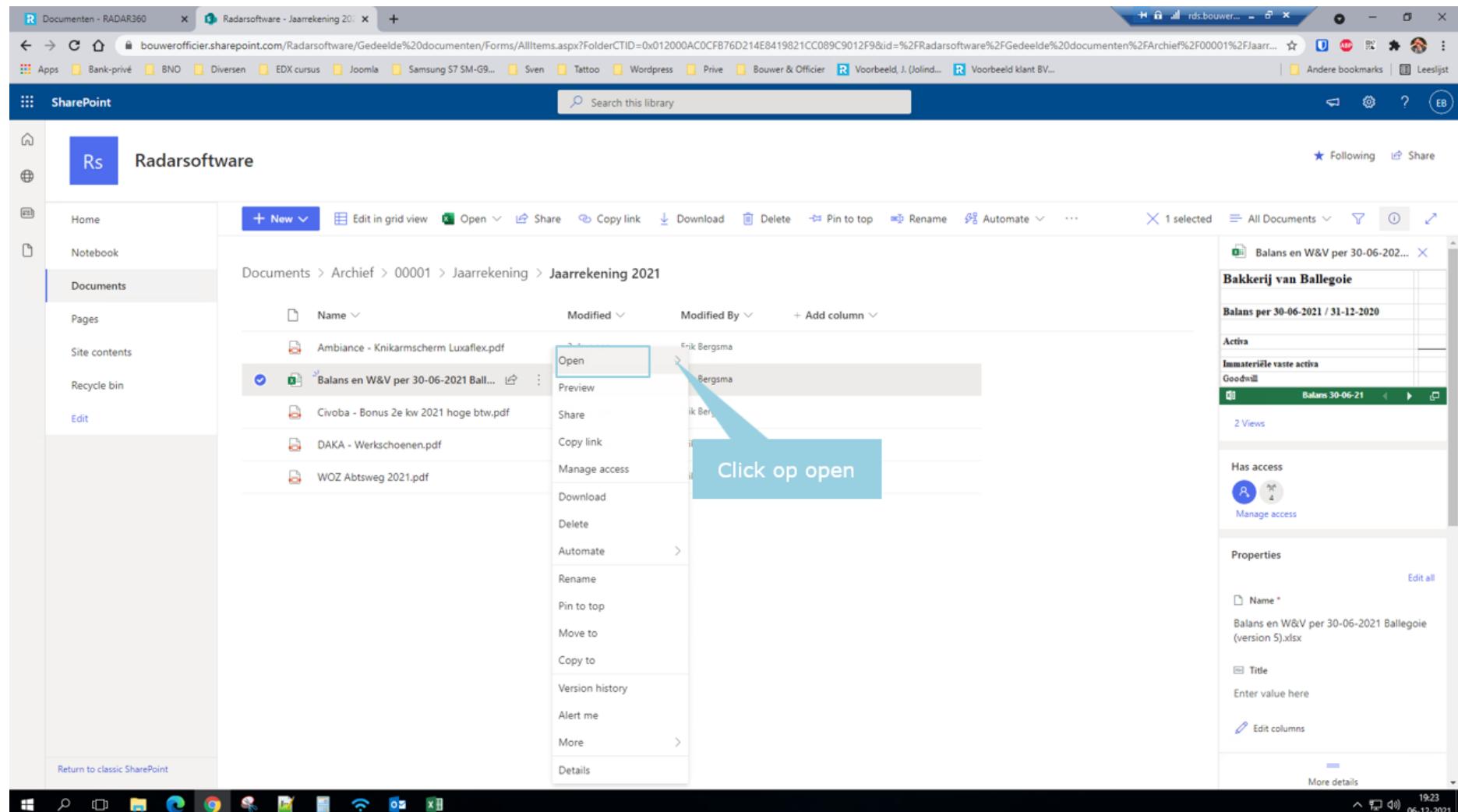
## Click on [Input Capture Window]

The screenshot shows a SharePoint document library interface. The left navigation pane is titled 'Radarsoftware' and includes 'Home', 'Notebook', and 'Documents' sections. The 'Documents' section is currently selected. The main content area displays a grid of documents under the 'Jaarrekening' folder. One item, 'Jaarrekening 2021', has a blue border around its thumbnail and title, indicating it is selected. The right side of the screen features a ribbon of buttons like '+ New', 'Upload', 'Edit in grid view', 'Share', 'Copy link', 'Sync', 'Download', 'Add shortcut to OneDrive', 'Export to Excel', and 'Power Apps'. A search bar at the top says 'Search this library'. On the far right, there's a sidebar for the selected item, showing 'Jaarrekening' in the 'Has access' section, which lists four users. Below that is the 'Properties' section, which includes fields for 'Title' (set to 'Jaarrekening') and 'Name' (also set to 'Jaarrekening'). The bottom status bar shows the date '06-12-2021' and time '19:23'.

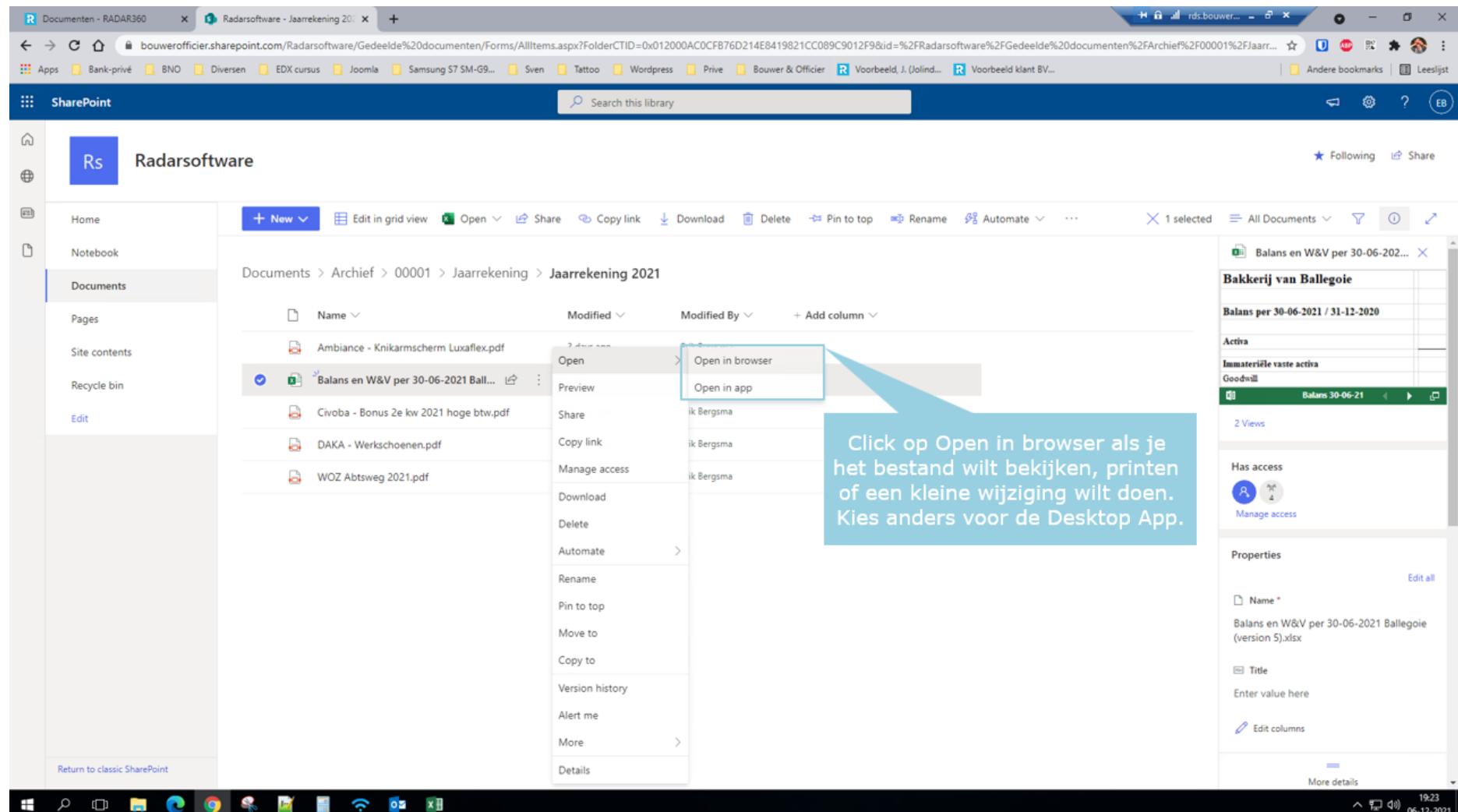
## Click on [Input Capture Window]



## Click on [Input Capture Window]



## Click on [Input Capture Window]



## Click on [Input Capture Window]

The screenshot shows a Microsoft Excel spreadsheet titled "Balans en W&V per 30-06-2021 Ballegoie (version 5)". The spreadsheet displays a balance sheet with various assets and liabilities. The cell F17, which contains the value "-33741", is highlighted with a blue border, indicating it is the target for input capture.

	A	E	C	D	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
17	overige vorderingen			8.726		\$ 600																			
18																									
19	Vlottende activa																								
20	Voorraden			8.330		8.331																			
21	Debiteuren			4.744		4.744																			
22	Belastingen en sociale lasten			-		-																			
24	Overige vorderingen en overlopende activa			13.272		22.247																			
25				26.346		35.322																			
26																									
27	Liquide middelen			18.511		13.116																			
28																									
29	Totaal balans debet			237.313		252.533																			
30																									
31																									
32	Passiva			30-6-2021		31-12-2020																			
33																									
34	Eigen vermogen																								
35	S. van Ballegoie			21.500		8.016																			
36	T. van Ballegoie-Huizinga			(20.257)		(33.741)																			
37				-		-																			
38				1.243		(25.725)																			
39																									
40	43 Langlopende schulden			150.901		161.892																			
41	45 Kortlopende schulden																								
42	Crediteuren			6.621		8.363																			
43	Kredietinstellingen			-		21.393																			
44	Aflossingsverplichting langlopende schulden			15.890		31.490																			
45	Overige belastingen en sociale lasten			28.741		18.325																			
46	Overige schulden en overlopende passiva			33.917		36.795																			
47				85.169		116.366																			
48																									
49	Total balans credit			237.313		252.533																			
50																									

## Type [8330]

Balans en W&V per 30-06-2021 Ballegoie (version 5) - Saved

	A	E	D	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z		
17	overige vorderingen			8.726		\$ 600																				
18																										
19	Vlottende activa																									
20	Voorraden			8.330																						
21	Debiteuren			4.744																						
22	Belastingen en sociale lasten			-																						
24	Overige vorderingen en overlopende activa			13.272				22.247																		
25					26.346				110.321																	
27	Liquide middelen				18.511				13.116																	
29	Totaal balans debet				237.313				327.532																	
30																										
32	Passiva			30-6-2021				31-12-2020																		
34	Eigen vermogen																									
35	S. van Ballegoie			21.500				8.016																		
36	T. van Ballegoie-Huizinga			(20.257)				(33.741)																		
38				-				1.243																		
43	Langlopende schulden			150.901				161.892																		
45	Kortlopende schulden																									
46	Crediteuren			6.621				8.363																		
47	Kredietinstellingen			-				21.393																		
48	Aflossingsverplichting langlopende schulden			15.890				31.490																		
49	Overige belastingen en sociale lasten			28.741				18.325																		
50	Overige schulden en overlopende passiva			33.917				36.795																		
51					85.169				116.366																	
53	Totaal balans credit				237.313				252.533																	

Breng wijzigingen aan

Balans 30-06-21 W&V 30-06-21

Calculation Mode: Automatic Workbook Statistics

Give Feedback to Microsoft 100% + 19:24 06-12-2021

## Click on [Input Capture Window]

The screenshot shows a Microsoft Excel spreadsheet titled "Balans en W&V per 30-06-2021 Ballegoie (version 5) - Saved". The spreadsheet displays a balance sheet with various asset and liability categories. Cell F21, located in the "Vlottende activa" section, contains the value 4744. The "Editing" tab is selected in the ribbon.

	A	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
17	overige vorderingen		8.726		\$ 600																		
18																							
19	Vlottende activa																						
20	Voorraden		8.330		8.330																		
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35	S. van Ballegoie		21.500		8.016																		
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37			-		-																		
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47			85.169		116.366																		
48																							
49																							
50																							
51																							
52																							
53	Totaal balans credit		237.313		252.533																		
54																							

## Type [8015]

Documenten - RADAR360 | Radarsoftware - Jaarrekening 20... | Balans en W&V per 30-06-2021 | + | rds.bouwe... | - | X |

bouwerofficier.sharepoint.com/:r/Radarsoftware/\_layouts/15/Doc.aspx?sourceid=%7B6BC2F1A6-A140-486E-98CF-69073A32E5AC%7D&file=Balans%20en%20W%26V%20per%2030-06-2021%20Ballegoie%20(version%205).xlsx&action=def...

Apps Bank-privé BNO Diversen EDX cursus Joomla Samsung S7 SM-G9... Svens Tattoo Wordpress Prive Bouwer & Officier Voorbeeld, J. (Jolind... Voorbeeld klant BV... | Andere bookmarks | Leeslijst

Excel Balans en W&V per 30-06-2021 Ballegoie (version 5) x - Saved | Search (Alt + Q)

File Home Insert Draw Page Layout Formulas Data Review View Help Editing

Cut Copy Format Painter Paste Clipboard Font Alignment Number Conditional Formatting Tables Insert Cells AutoSum Clear Sort & Filter

F35 8016

17 overige vorderingen		8.726	\$ 600
18 Vlottende activa			
20 Voorraden	8.330	8.330	
21 Debiteuren	4.744	4.744	
22 Belastingen en sociale lasten	-	-	
24 Overige vorderingen en overlopende activa	13.272	22.247	
	26.346	35.321	
27 Liquide middelen	18.511	13.116	
29 Totaal balans debet	237.313	252.532	
30			
31			
32 Passiva	30-6-2021	31-12-2020	
34 Eigen vermogen			
35 S. van Ballegoie	21.500	8.016	
36 T. van Ballegoie-Huizinga	(20.257)	(33.741)	
	-	-	
38	1.243	(25.725)	
43 Langlopende schulden	150.901	16	
45 Kortlopende schulden			
46 Crediteuren	6.621	8.363	
47 Kredietinstellingen	-	21.393	
48 Aflossingsverplichting langlopende schulden	15.890	31.490	
49 Overige belastingen en sociale lasten	28.741	18.325	
50 Overige schulden en overlopende passiva	33.917	36.795	
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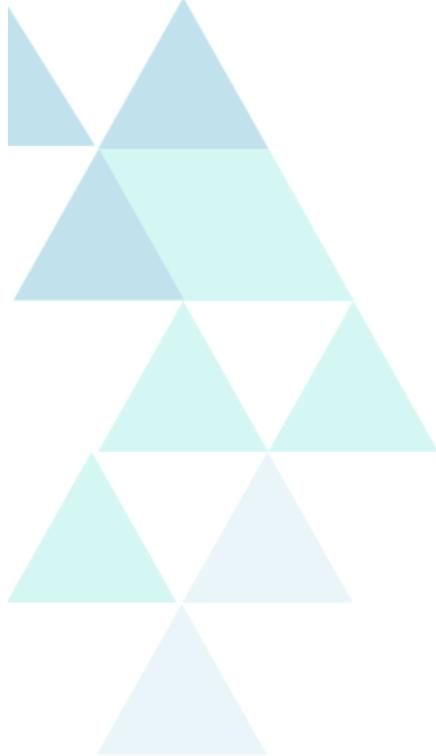
Balans 30-06-21 W&V 30-06-21

Calculation Mode: Automatic Workbook Statistics Give Feedback to Microsoft 100% + 19:24 06-12-2021

## Click on [Input Capture Window]

Nadat je gecontroleerd hebt of het bestand is opgeslagen Click je op Tabblad Sluiten

	30-6-2021	31-12-2020
overige vorderingen		
Vlottende activa		
Voorraden	8.330	8.330
Debiteuren	4.744	4.744
Belastingen en sociale lasten	-	-
Overige vorderingen en overlopende activa	13.272	22.247
Liquide middelen	26.346	35.321
Totaal balans debet	237.313	252.532
Passiva		
Eigen vermogen		
S. van Ballegoie	21.500	8.015
T. van Ballegoie-Huizinga	(20.257)	(33.741)
	-	-
	1.243	(25.726)
Langlopende schulden	150.901	161.892
Kortlopende schulden		
Crediteuren	6.621	8.363
Kredietinstellingen	-	21.393
Aflossingsverplichting langlopende schulden	15.890	31.490
Overige belastingen en sociale lasten	28.741	18.325
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Totaal balans credit	237.313	252.532

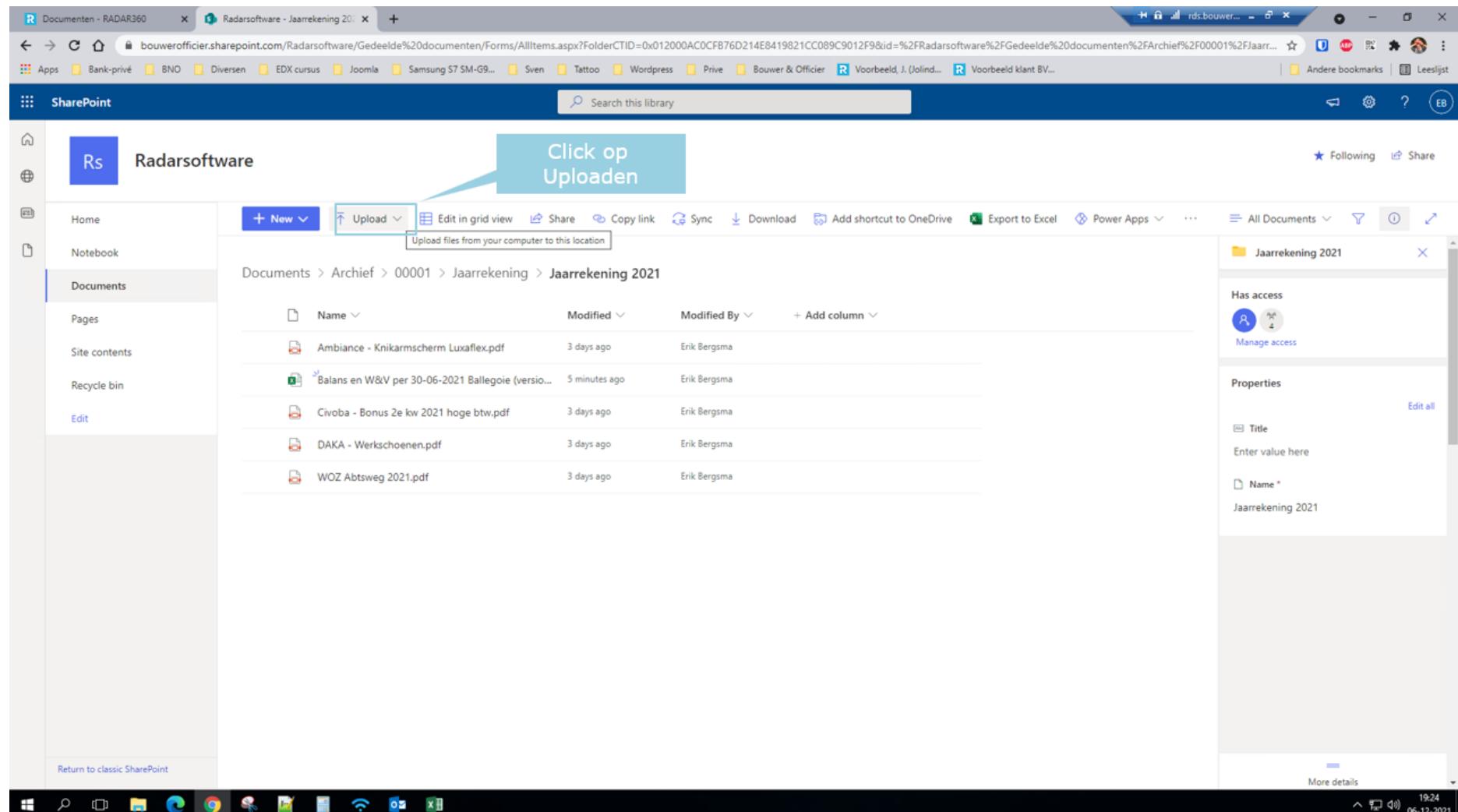


## Radar Archief (=Sharepoint)

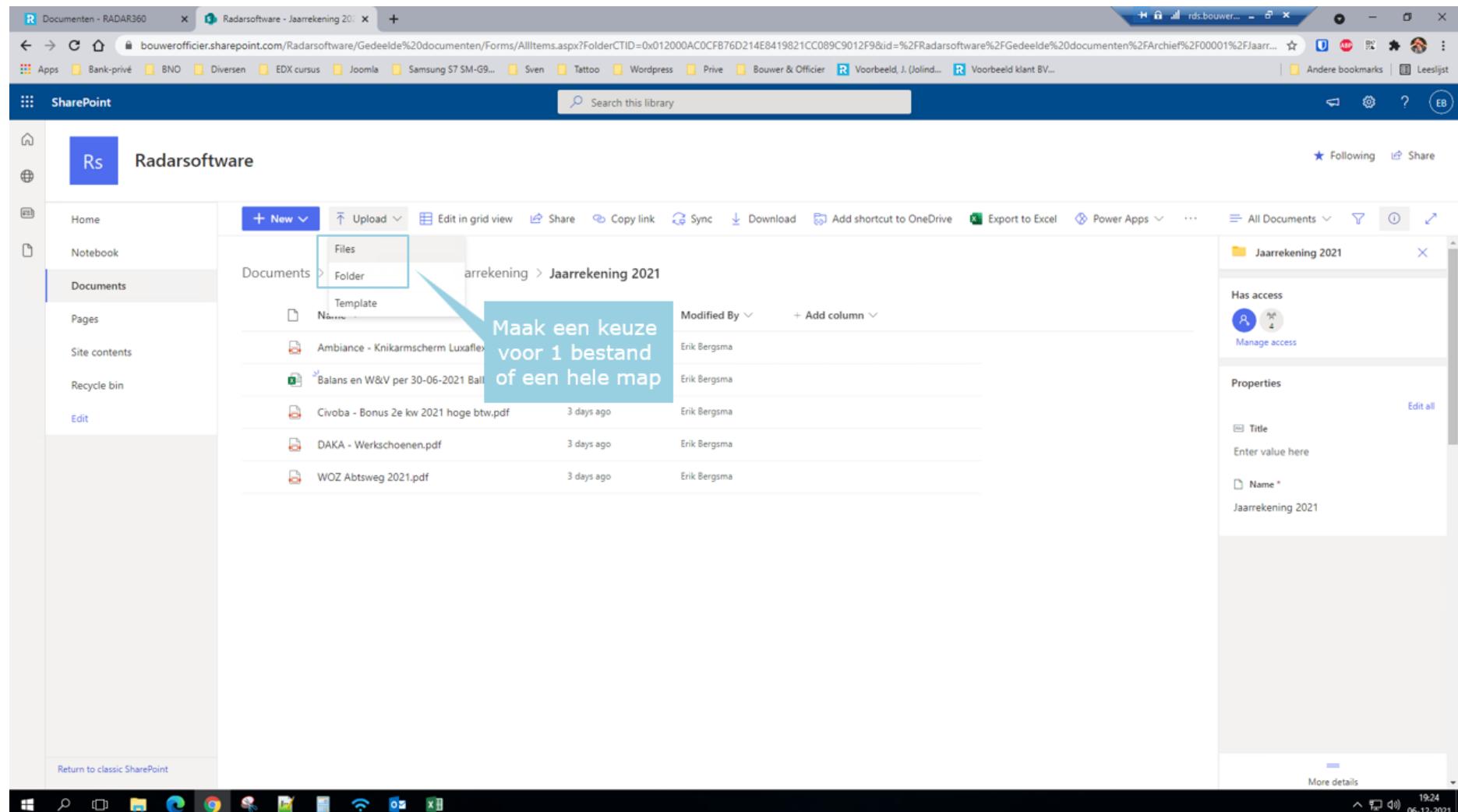
Uploaden van bestanden/mappen  
in Radar Archief (=Sharepoint)



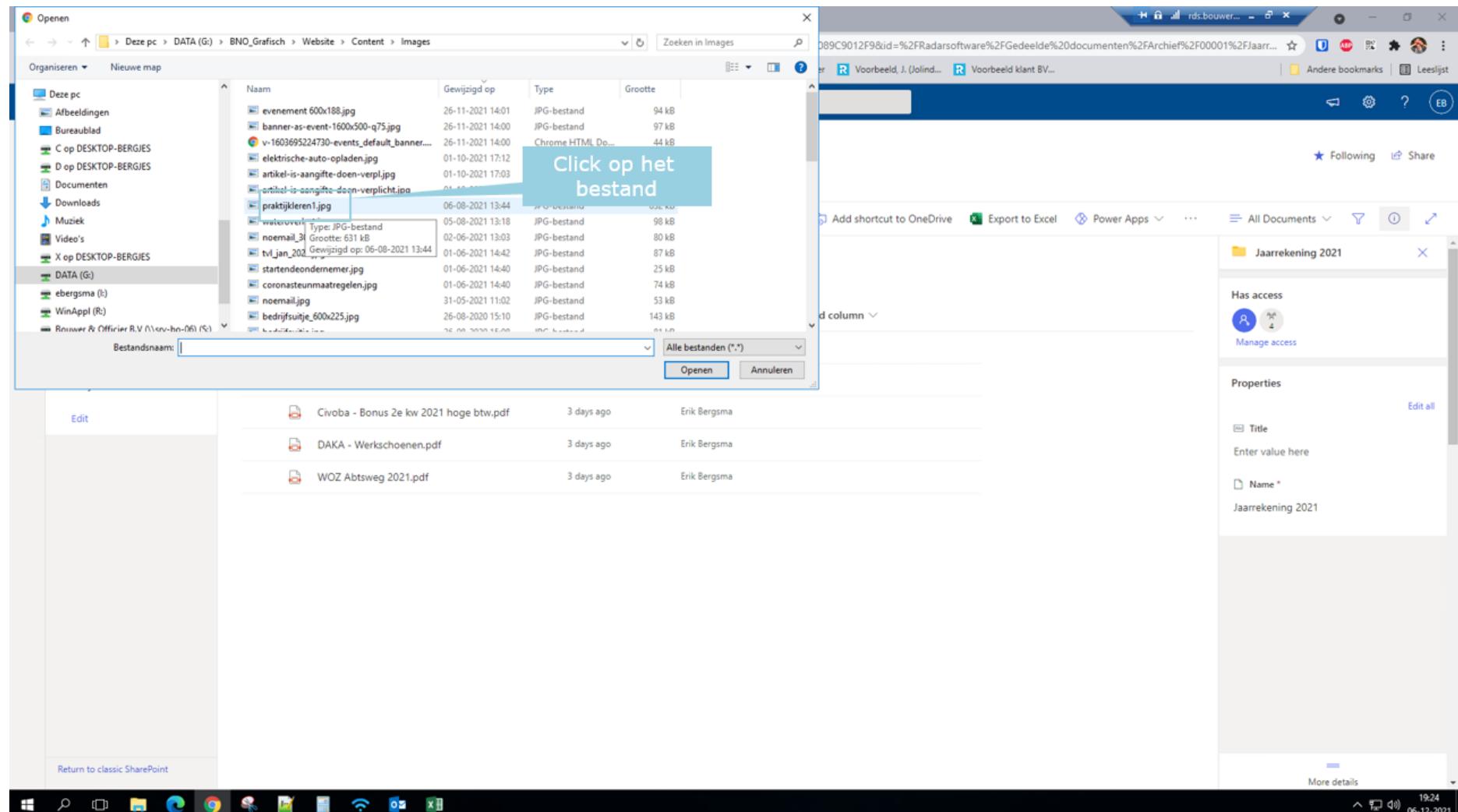
## Click on [Input Capture Window]



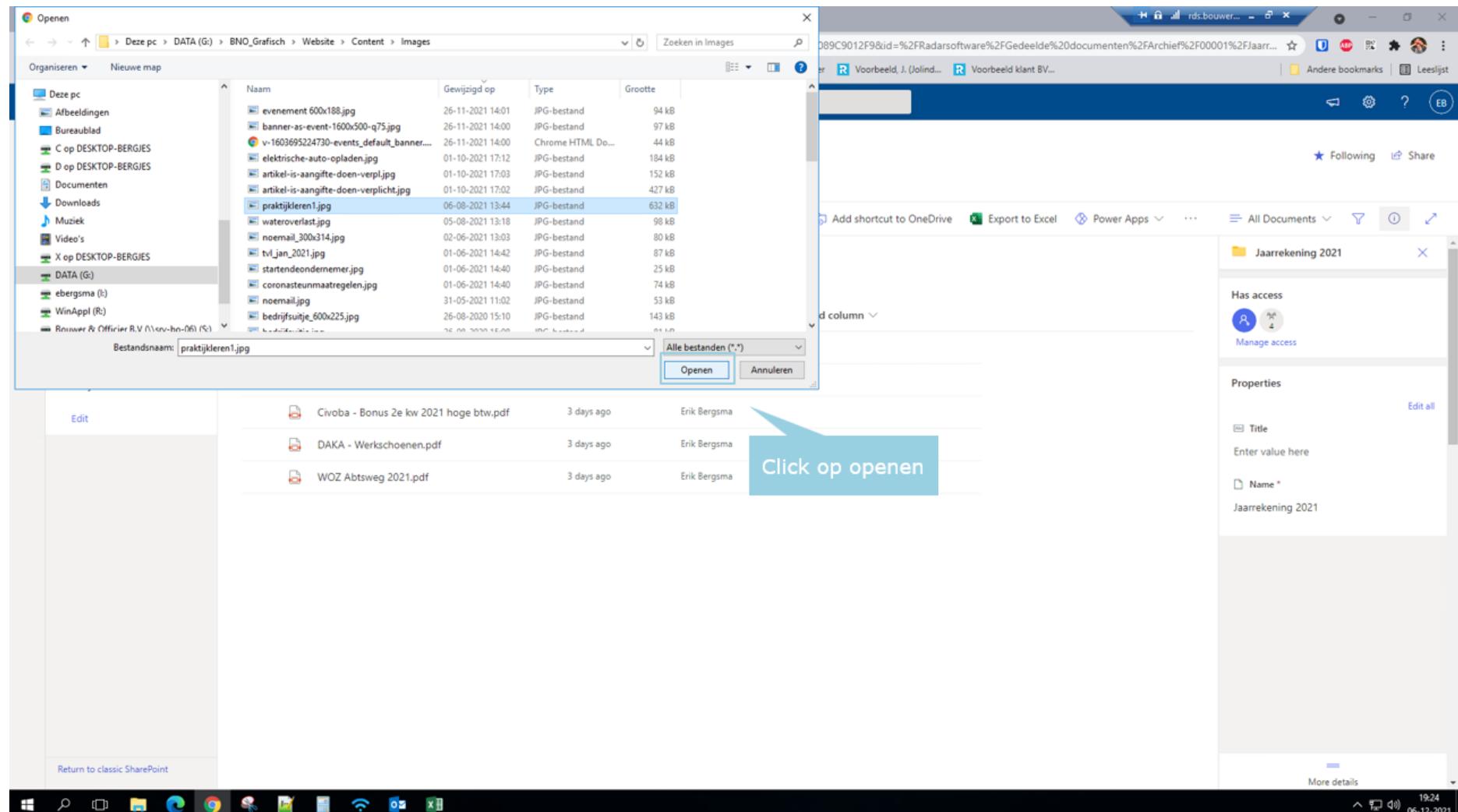
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