

# Global 3000 Service Pack Note

# CL and DL Transaction Level Notes -Printing

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Project	ZM60_000275.doc	
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#### INTRODUCTION

The requirement is to update Creditors Ledger and Debtors Ledger to provide the ability to print transaction level notes.

NOTE: Transaction level notes are only available at sites configured to use the extension database.

The following changes have been made.

- The account print within customer enquiries has been updated to provide a new option labelled 'Include transaction notes?. When set the report includes transaction level notes.
- The aged debt report has been updated to provide a new option labelled 'Include transaction notes?. When set the report includes transaction level notes. Note this option is only available for detailed reports.
- The transaction history report (DL) has been updated to provide a new option labelled 'Include transaction notes?. When set the report includes transaction level notes. Note this option is only available for detailed reports.
- The account print within supplier enquiries has been updated to provide a new option labelled 'Include transaction notes?. When set the report includes transaction level notes.
- The aged credit report has been updated to provide a new option labelled 'Include transaction notes?. When set the report includes transaction level notes. Note this option is only available for detailed reports.
- The transaction history report (CL) has been updated to provide a new option labelled 'Include transaction notes?. When set the report includes transaction level notes. Note this option is only available for detailed reports.
- In addition transaction level notes are available for enquiry and update when enquiring upon posted batches within transaction entry (both DL and CL).

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#### **DOCUMENTATION CHANGES**

# **DL Enquiries – Account Print**

🍓 global-dev:23 - P2 - Customer Enquiries	Company: A1 Period: 3/2005	
File Run Settings Options Help		
Account Print Options for ANDE001 Anderton Lt	td	×
Selection Criteria		
Print actions?		
Print customer notes?		
Print aged balances?		
Print contacts?		
Outstanding transactions only?		
Include transaction notes?		
Print exchange details?		
Contact type	•	
Transaction type	•	
Transaction dated from	to	
Currency for transactions	Entry 💌	
	< Back Next :	> Cancel
Partition 2 Computer 1D	09:41:11 DCP DL420D/P	A EDT //

**Include transaction notes** (Only available at sites configured to use the extension database) This allows the notes for transactions to be included on the report.

**Note** Transaction notes are not exported.

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#### **DL Aged Debt Report Options Window**

🂐 global-dev:23 - P2 - Print Aged Transactions Company: A1 Period	: 3/2005
File Run Settings Options Help	
Aged Debt	<u>×</u>
Company V Single company A1 V Standext Systems Ltd	
A1 🔄 Single company 🛛 🖂 Standext Systems Ltd	
Ranges	Ageing
Select range by Customer Code	Effective date
From To	From invoice or due date? Invoice Date
Customer Single 🔽 NEAL015 🚽 NEAL015	Ageing periods Periods in Days
Terms All 🔽 🔽	Ageing periods 1,2,3,4 and older
Rating All V	
Sales Rep. All 🔻 🔽	Content-
Territory	Balance restriction None 🔻
	Print customer balance as at entry date?
	Transactions dated after effective date?
	Print customer classification codes?
	Include transaction notes?
	Include customers All customers
	Customer report total
Sequence	All <u>•</u> 0.00
Sequence report by Customer Code 💌	
	Format
Cut-off Period	
Use cut-off period	Days sales outstanding? Maximum <b>365</b>
Cut-off period 0 / 0	Contact details Settings
	Customer actions dated after
Company Ranges Sequence Cut-Off Ageing	
Search Recall Content Format	Next > Cancel
Partition 2 Computer 1D	09:42:20 DCP DL340A/W0 EDT NUM //

#### Include transaction notes

(Not available when exporting or printing a single line aged debt report. Only available at sites configured to use the extension database) This allows the notes for transactions to be included on the report.

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#### **DL Transaction History Report Options Window**

🕵 global-dev:23 - P2 - Transaction History Report Company: A1 Pe File Run Settings Options Help	eriod: 3/2005
Transaction History Report	
Company Single company A1 Standext Systems Ltd	
Ranges Select range by Customer Code	Content
Customer     Single     NEAL015     NEAL015       Terms     All     Image: Single set of the	Transactions in period(s)       From       0 / 0 =         To       0 / 0 =         Include allocations?         Include transaction notes?         Transaction type
Sequence Sequence report by Customer	Format Currency of transactions
Search Recall Content Format	Next > Cancel
Partition 2 Computer 1D	09:43:09 DCP DL380A/W1 EDT NUM //

#### Include transaction notes

(Not available when exporting. Only available at sites configured to use the extension database) This allows the notes for transactions to be included on the report.

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## **CL Enquiries – Account Print**

global-dev:23 - P2 - Supplier Accor File Run Settings Options Help	unt Print			_ 🗆 ×
1				
Account Print Options for ANT01	5 Antec (UK) Ltd			<u> </u>
Selection Criteria				
Print actions?				
Print supplier notes?				
Print aged balances?				
Print comments?				
Print contacts?				
Outstanding transactions only?				
Include transaction notes?				
Print exchange details?				
Contact type	All		]	
Transaction type	All			
Transaction date from	w [			
Currency for transactions	Entry 💌			
		< Bac	k Next >	Cancel
Partition 2 Computer 1D		09:44:22 DCP	CL420D/PA	EDT N

**Include transaction notes** (Only available at sites configured to use the extension database) This allows the notes for transactions to be included on the report.

**Note** Transaction notes are not exported.

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#### **CL Aged Transactions Report Options Window**

<b>global-dev:23 - P2 - Print Aged Transactions</b> File Run Settings Options Help	
Aged Transactions	X
Company Single company	
Ranges Search by supplier Code From To	Ageing Effective date From invoice or due date? Invoice Date
Supplier Single 🔽 ANT015 🖉 ANT015	Ageing periods Financial Periods 🔹
Terms All   Priority All   Type All   Currency All   Sequence   Sequence report by   Supplier	Ageing periods 1,2,3,4 and older
Use cut-off period Cut-off period 0 / 0	Format Supplier notes?
Company     Ranges     Sequence     Cut-Off       Search     Content     Format     Ageing	Supplier actions dated after
Partition 2 Computer 1D	09:45:24 DCP CL340A/W0 EDT NUM

## Include transaction notes

(Not available when exporting. Only available at sites configured to use the extension database) This allows the notes for transactions to be included on the report.

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### **CL Transaction History Report Options Window**

💐 global-dev:23 - P2 - Transaction History Report 📃 🗆 🗙			
File Run Settings Options Help			
Transaction History Report	×		
Company			
Single company A1 Standext Systems Ltd			
Ranges	Content		
Search by supplier	V Transactions dated From		
From To			
Supplier All V			
	Transactions in period(s) From 0/0		
Priority All			
Type All 🔽 🔽	Include allocations?		
Currency All 🔽 🔽	Include transaction notes?		
	Transaction type All		
Sequence			
Sequence report by Supplier	Format		
	Currency of transactions		
	Account Currency		
	C Entry Currency		
Company Ranges Sequence			
Search Content Format	Next > Cancel		
Partition 2 Computer 1D	09:47:16 DCP CL385A/W1 EDT NUM		
Partition 2 Computer 1D	09(47(16 DCP CL385A/W1 ED1 NOM //		

### Include transaction notes

(Not available when exporting. Only available at sites configured to use the extension database) This allows the notes for transactions to be included on the report.

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