Solution-IV[™] Accounting Sales Journal and Update



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Sales Journal and Update

From the Order Processing,	📑 Transaction Processing Me 🔲 🗖 🔀
Transaction Processing Menu select	Transaction Entry
Sales Journal & Update.	Quote Entru
	Órder Entrú
	Packing List Entry
	RMA Entry
	Invoice & Memo Entry
	-
	Summary Invoicing
	Summary Invoice Selection
	Summary Invoice Maintenance
	Summary Invoice Creation
	Summary Invoice Report
	Transaction Reports & Updates
	Quote, Order & RMA Printing
	Unprinted Order Report
	Deleted Order Report
	Picking Ticket Printing
	Shipping Label Printing
	COD Tag Printing
	Packing List Printing
	Invoice Printing
	Daily Journals
	Deleted Invoice Report
	Pre-Sales Journal
	Daily Cash Drawer Report
	Deposit Journal & Update
	Sales Journal & Update

🔳 Enter	Posting Date Screen		
	Lightspeed Reprographics (DEM)	08/04/05	то
	OP Sales Journal		
	Enter Posting Date 080405		
·			

Enter Posting Date

The posting date is the exact date you want the entry posted to in the General Ledger.

The system displays:

💋 VIP 4.10 Thoroughbred Software International, In	с.	
System Options Help		
Is the displayed information correct?	Yes No	

Select Yes.

Sales Journal Information		
Lightspeed Reprographics (DEM)	08/04/05	то
From Date 080405 To Date 08/04/05		
Payment Code		

From/To Date

Enter the starting and ending dates for the invoices you wish to update.

Over/Short Amount

Enter the amount the cash drawer is either over or short.

Payment Code

Enter the Payment Code the over/short amount should be applied to.

The system display:

🤔 VIP 4.10 Thoroughbred Software International, In	с.	
System Options Help		
Is the displayed information correct?	Yes No	

Select Yes.

💋 VIP 4.10 Thoroughbred Software Internation	al, Inc.	
System Options Help		
Do you want a printed copy (Y/N)?	YES NO HELP CANCEL	

Select Yes.

🛃 VIP 4.10 Thoroughbred Software International, Inc.	
System Options Help	
Select Printer (RS LP PH PS P3) RS: RS	OK HELP CANCEL

Enter Printer ID.

The system displays:



If the Invoices are correct select **Yes**, otherwise select **No** to allow you to go back and make changes.