Solution-IV[™] Reprographics Sales Journal and Update





285 Davidson Ave., Suite 302 • Somerset, NJ 08873-4153 Telephone: 732-560-1377 • Outside NJ 800-524-0430 • Fax: 732-560-1594

Internet address: http://www.tbred.com

Published by: Thoroughbred Software International, Inc. 285 Davidson Ave., Suite 302 Somerset, New Jersey 08873-4153

Copyright © 2010 by Thoroughbred Software International, Inc.

All rights reserved. No part of the contents of this document may be reproduced or transmitted in any form or by any means without the written permission of the publisher.

The Thoroughbred logo, Swash logo, and Solution-IV Accounting logo, THOROUGHBRED, IDOL, OPEN WORKSHOP, and VIP VISUAL IMAGE PRESENTATION are registered trademarks of Thoroughbred Software International, Inc.

Thoroughbred *Basic*, Thoroughbred Environment, OPENworkshop, IDOL-IV, Inquire-IV, Dictionary-IV, Script-IV, Report-IV, Query-IV, Source-IV, TS Network DataServer, TS ODBC DataServer, TS ODBC R/W DataServer, TS ORACLE DataServer, VIP (*Visual Image Presentation*), VIP for Dictionary-IV, VIP4, GWW, Gateway for Windows_{TM}, TS ChartServer, TS ReportServer, TS WebServer, TbredComm, WorkStation Manager, Solution-IV, Solution-IV Reprographics, TS/Xpress, and DataSafeGuard are trademarks of Thoroughbred Software International, Inc.

MS-DOS, Xenix, Windows, Microsoft Windows 98, Windows 2000, NT, and XP, Windows 2003 Server and TS DataServer for MS SQL Server are trademarks of Microsoft Corp. IBM, IBM PC, OS/2, PS/2, and PC-DOS are trademarks of International Business Machines Corp.

DEC, OPEN VMS, and ULTRIX are trademarks of Digital Equipment Corp.

UNIX is a trademark licensed exclusively through X/Open Company

LTD.Novell is a registered trademark of Novell, Inc.

Oracle is a registered trademark of Oracle Systems Corporation

InstallShield is a registered trademark of Stirling Technologies, Inc.

Other names, products and services mentioned are the trademarks or registered trademarks of their respective vendors or organizations.

Sales Journal and Update

From the Order Processing,	📑 Transaction Processing Me 🔳 🗖 🗙
I ransaction Processing Menu select	Transaction Entru
Sales Journal & Update.	Quote Entru
	Order Entry
	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
	Vally Journals
	vereted involce keport
	Pre-Sales Journal Daily Cash Dyayon Deposit
	Dally Cash Drawer Report
	Salos 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		
Over/Short Amount .00 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, I	nc.	
System Options Help		
Is the displayed information correct?	Yes No	

Select Yes.

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

Select Yes.

💋 VIP 4.10 Thoroughbred Software International, I	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.