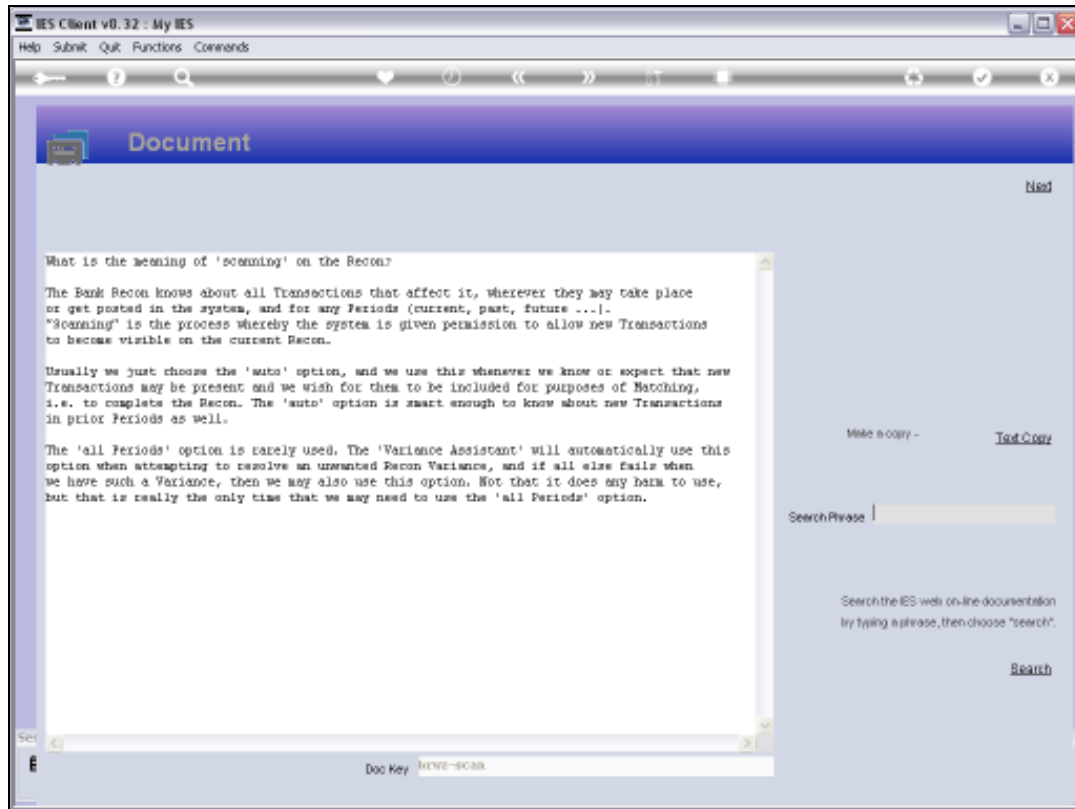




Slide 1

Slide notes: What does 'scan' mean to a Bank Recon, and when do we use it?



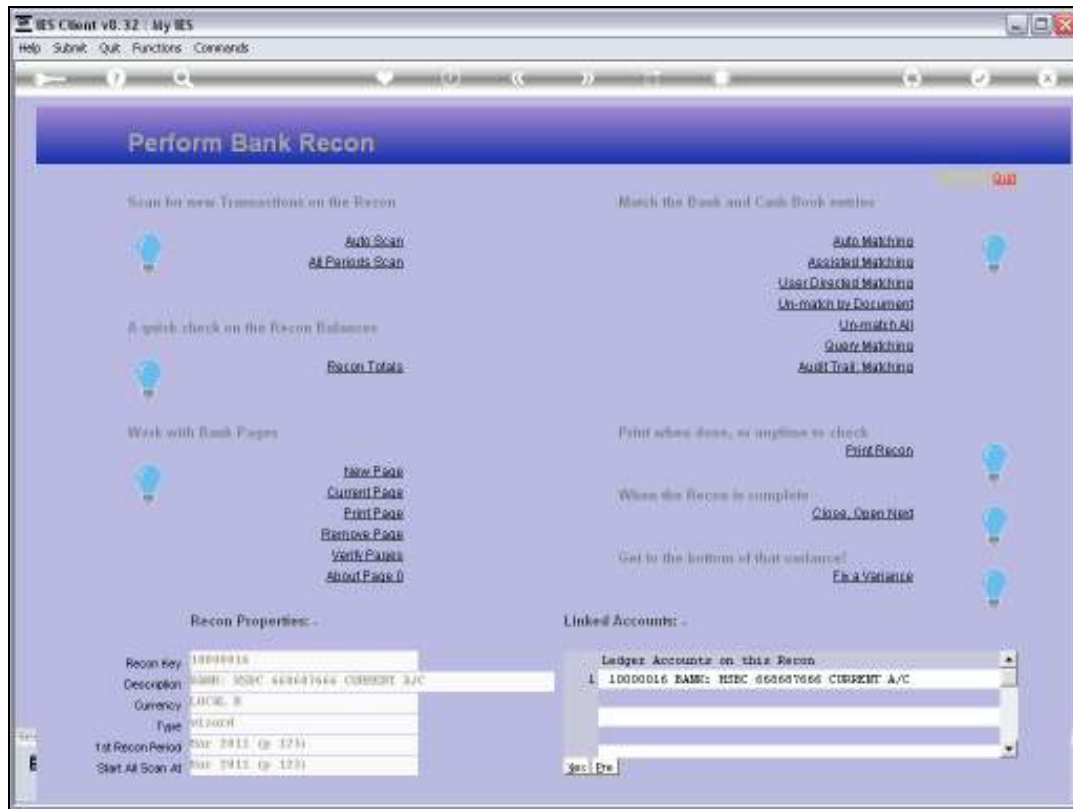
## Slide 2

Slide notes: When a new Recon Period is opened, the system scans automatically for Cash Book Transactions that should be included with the Recon. We use the Auto Scan whenever we wish to pick up new Transactions, for example when we have posted some Journals that we need to include for matching.



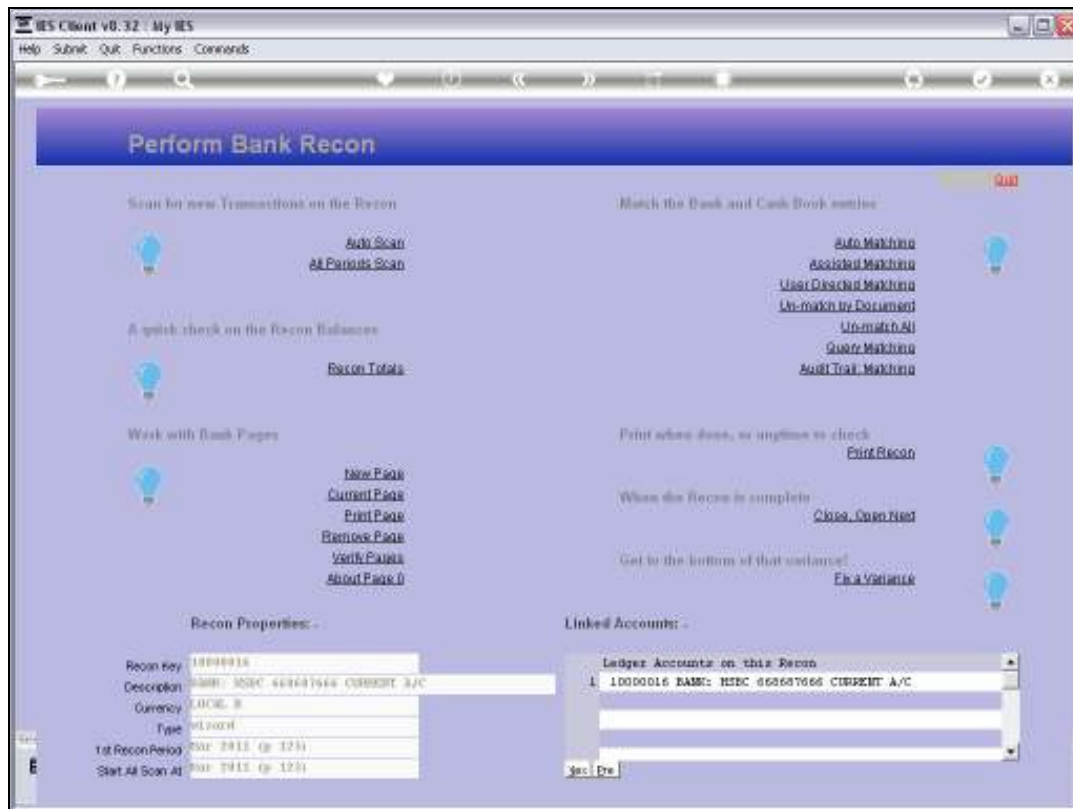
Slide 3

Slide notes:



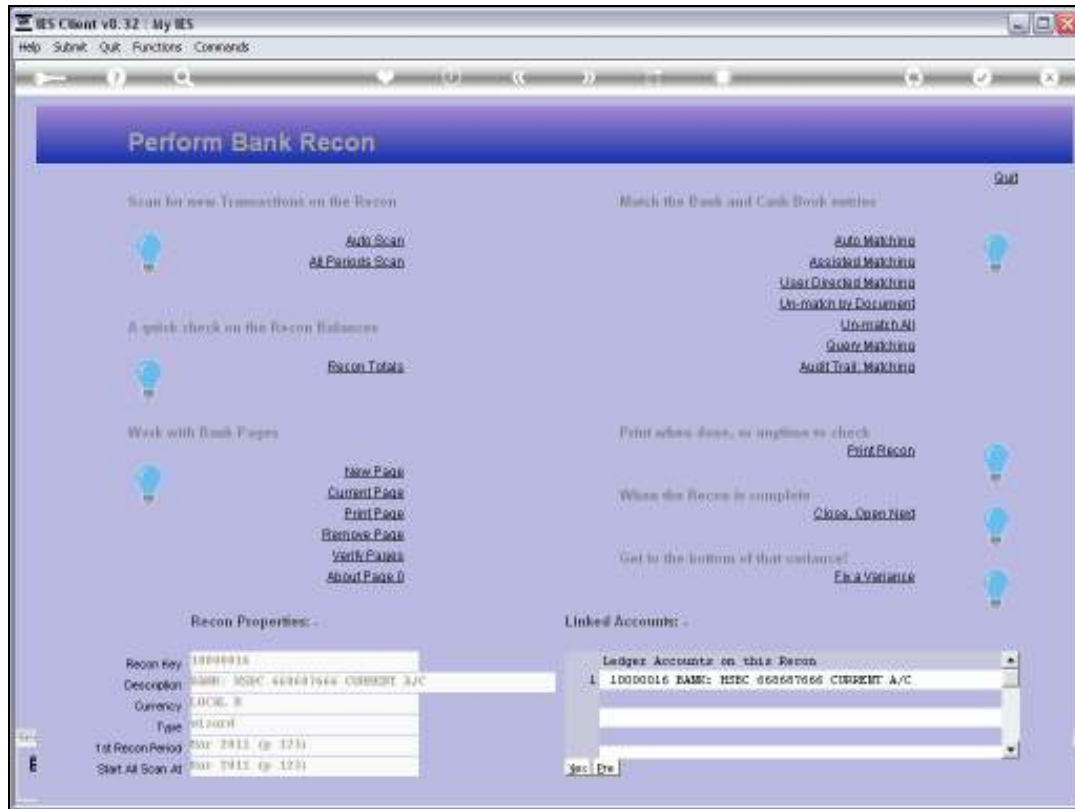
## Slide 4

Slide notes: While we are working on a particular Recon, there may be ongoing posting of Transactions that affect this Cash Book, but the system shuts out such Transactions, so as not to allow our current Recon to be changed. That is, until we use 'scan', which is essentially a permission to allow new Transactions onto the Recon. If we do not use the 'scan' function again until the Recon is complete, then any further Transactions for this Cash Book that may have been posted in the meantime will automatically roll over to the next Recon Period.



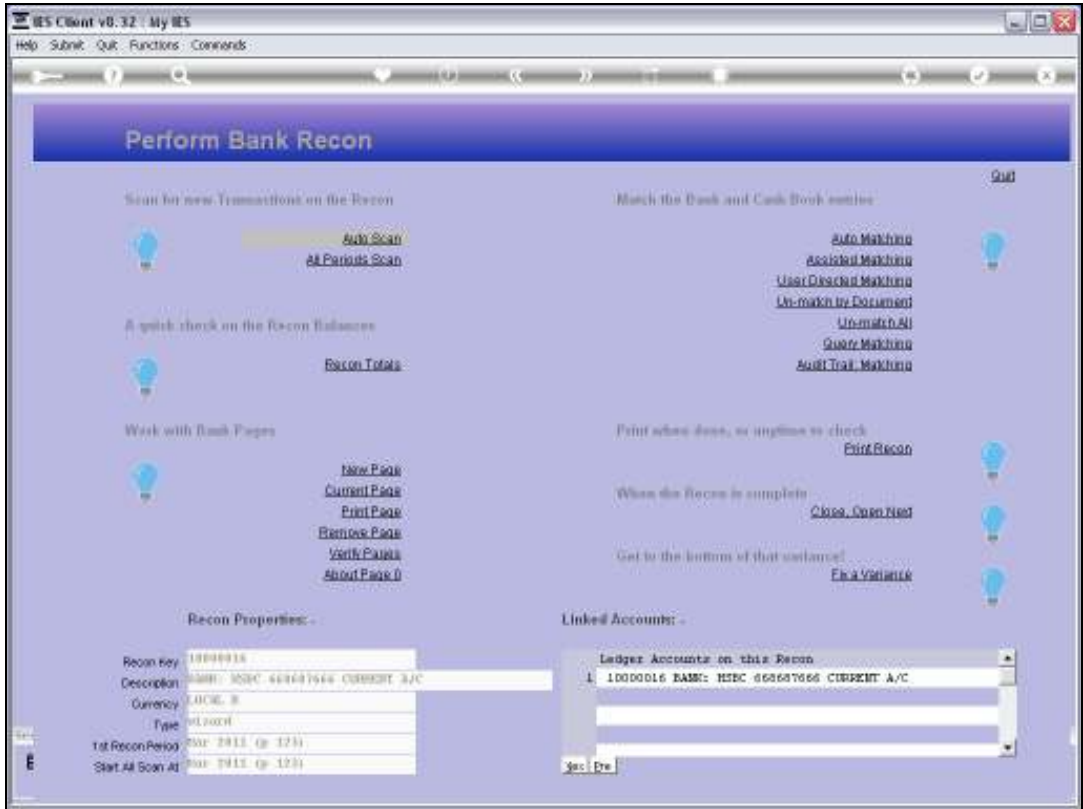
Slide 5

Slide notes:

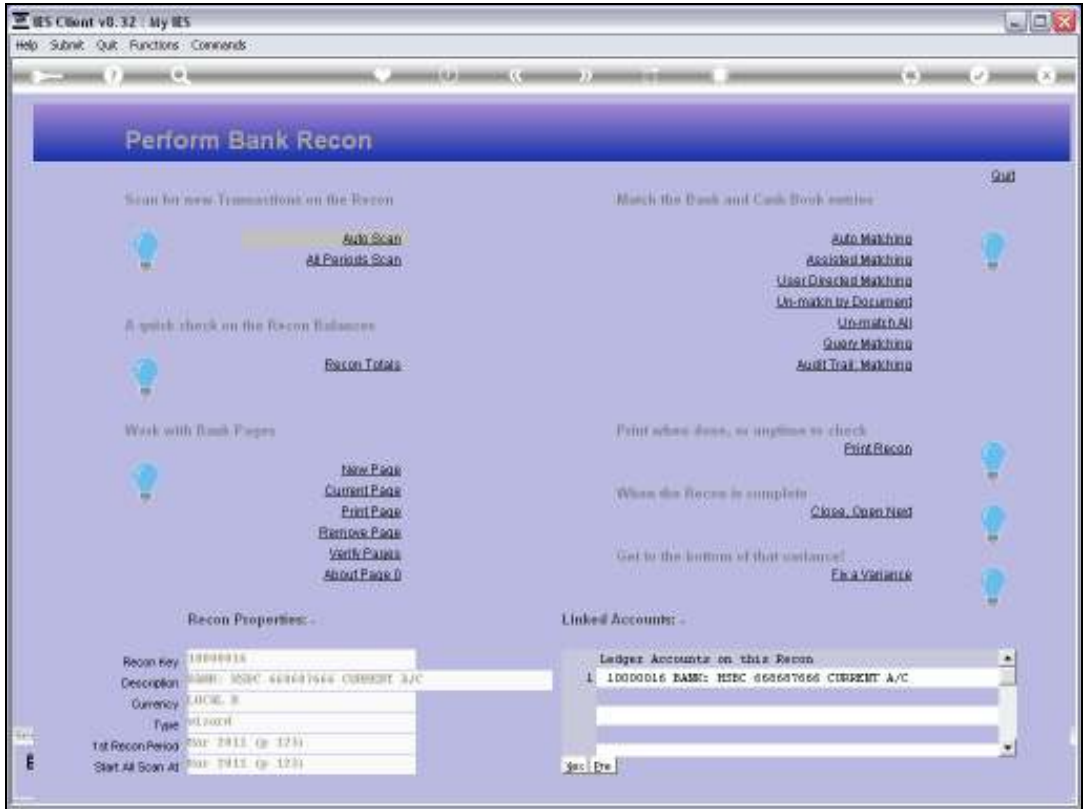


## Slide 6

Slide notes: On the other hand, we can use 'Scan Auto' as often as we expect new Transactions and wish for them to be included. After all, the Bank Recon allows us to work on it regularly, and not just at the end of the month.



Slide 7  
Slide notes:



Slide 8

Slide notes: