

Slide 1

Slide notes: A Cheque Report can be drawn for Cheques processed.

IES Client v8.32 : My IES

Help Submit Quit Functions Commands

IES REPORTS AND QUERIES: - User Instructions

NAME:

1: CHOOSE VERSION [Versions](#)

Report Version:

2: CHOOSE SETTINGS:

Format:

Output:

File Type:

Template:

Report-Header:

3: CHOOSE DATA SELECTOR [Advanced Selection](#)

Data Selector:

4: TO e-MAIL THE RESULTS: Priority:

☐ Dispatch By E-Mail Mail Drive:

Mail To:

Mail Title:

Message Body:

5: ADAPT DATA SELECTION (if prompts are present)

How to define MY CHOICE [Restore Defaults](#)

Selection Tip	My Choice
1: Date Posted >= ?	11/01/2011
2: Date Posted <= ?	11/04/2011
3: Bank Acct Code = ?	[1]

6: Record Select:

☐ OPEN Records only

☐ CLOSED Records Only

☒ EITHER

7: CHOOSE NEXT [Next](#)

Slide 2

Slide notes: We may specify a Posting Date range, and also a specific Bank Account.

IES Client v8.32 : My IES

Help Submit Quit Functions Comments

IES REPORTS AND QUERIES: - User Instructions

NAME:

1: - CHOOSE VERSION [Versions](#)

Report Version:

2: - CHOOSE SETTINGS

Format:

Output:

File Type:

Template:

Report-Header:

3: - CHOOSE DATA SELECTOR [Choose Settings](#)

Client choice:

4: - TO e-MAIL THE RESULTS: Priority:

☐ Despatch By E-Mail Mail Drive

Mail To:

Mail Title:

Message Body:

5: - ADAPT DATA SELECTION @ prompts are present

How to define MY CHOICE [Restore Defaults](#)

Selection Tip	My Choice
1: Date Posted >= ?	11/03/2011
2: Date Posted <= ?	11/04/2011
3: Bank Acct Code = ?	[1]

Next Prev Cancel Yes Go Back

6: - Record Select:

☐ OPEN Records only

☐ CLOSED Records Only

☒ EITHER

7: - CHOOSE NEXT [Next](#)

Slide 3

Slide notes:

IES Client v8.32 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Subnet Field Quit Edit

IES REPORTS AND QUERIES: - User Instructions

NAME:

1: CHOOSE VERSION [Versions](#)

Report Version:

2: CHOOSE SETTINGS

Format:

Output:

File Type:

Template:

Report-Header:

3: CHOOSE DATA SELECTOR [Advanced Selection](#)

Data Selector:

4: TO e-MAIL THE RESULTS: Priority:

☐ Dispatch By E-Mail Mail Drive:

Mail To:

Mail Title:

Message Body:

5: ADAPT DATA SELECTION (if prompts are present)

How to define MY CHOICE [Restore Defaults](#)

Selection Tip	My Choice
1: Date Posted >= ?	11/01/2011
2: Date Posted <= ?	11/04/2011
3: Bank Acct Code = ?	11

new Prev Next End Back

6: Record Select:

☐ OPEN Records only

☐ CLOSED Records Only

☒ EITHER

7: CHOOSE NEXT [Next](#)

Slide 4

Slide notes:

IES Client v8.32 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

IES REPORTS AND QUERIES: - User Instructions

NAME:

1: CHOOSE VERSION [Versions](#)

Report Version:

2: CHOOSE SETTINGS

Format:

Output:

File Type:

Template:

Report-Header:

3: CHOOSE DATA SELECTOR [Advanced Selection](#)

Data Selector:

4: TO e-MAIL THE RESULTS: Priority:

☐ Dispatch By E-Mail Mail Drive:

Mail To:

Mail Title:

Message Body:

5: ADAPT DATA SELECTION (if prompts are present)

How to define MY CHOICE [Restore Defaults](#)

Selection Tip	My Choice
1: Date Posted >= ?	11/01/2011
2: Date Posted <= ?	11/04/2011
3: Bank Acct Code = ?	1

new Prev Next First Last OK Cancel

6: Record Select:

☐ OPEN Records only

☐ CLOSED Records Only

☒ EITHER

7: CHOOSE NEXT [Next](#)

Slide 5

Slide notes:

IES Client v8.32 : My IES

Help Lookup Back Field Restart Line Edit Mini Menu Submit Field Quit Edit

IES REPORTS AND QUERIES: - User Instructions

NAME:

1: - CHOOSE VERSION [Versions](#)

Report Version:

2: - CHOOSE SETTINGS

Format:

Output:

File Type:

Template:

Report-Header:

3: - CHOOSE DATA SELECTOR [Advanced Selection](#)

Data Selector:

4: - TO e-MAIL THE RESULTS: Priority:

☐ Dispatch By E-Mail Mail Drive:

Mail To:

Mail Title:

Message Body:

5: - ADAPT DATA SELECTION (if prompts are present)

How to define MY CHOICE [Restore Defaults](#)

Selection Tip	My Choice
1: Date Posted >= ?	11/01/2011
2: Date Posted <= ?	11/04/2011
3: Bank Acct Code = ?	

new Prev Next First Last OK Cancel

6: - Record Select:

☐ OPEN Records only

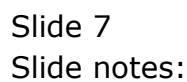
☐ CLOSED Records Only

☒ EITHER

7: - CHOOSE NEXT [Next](#)

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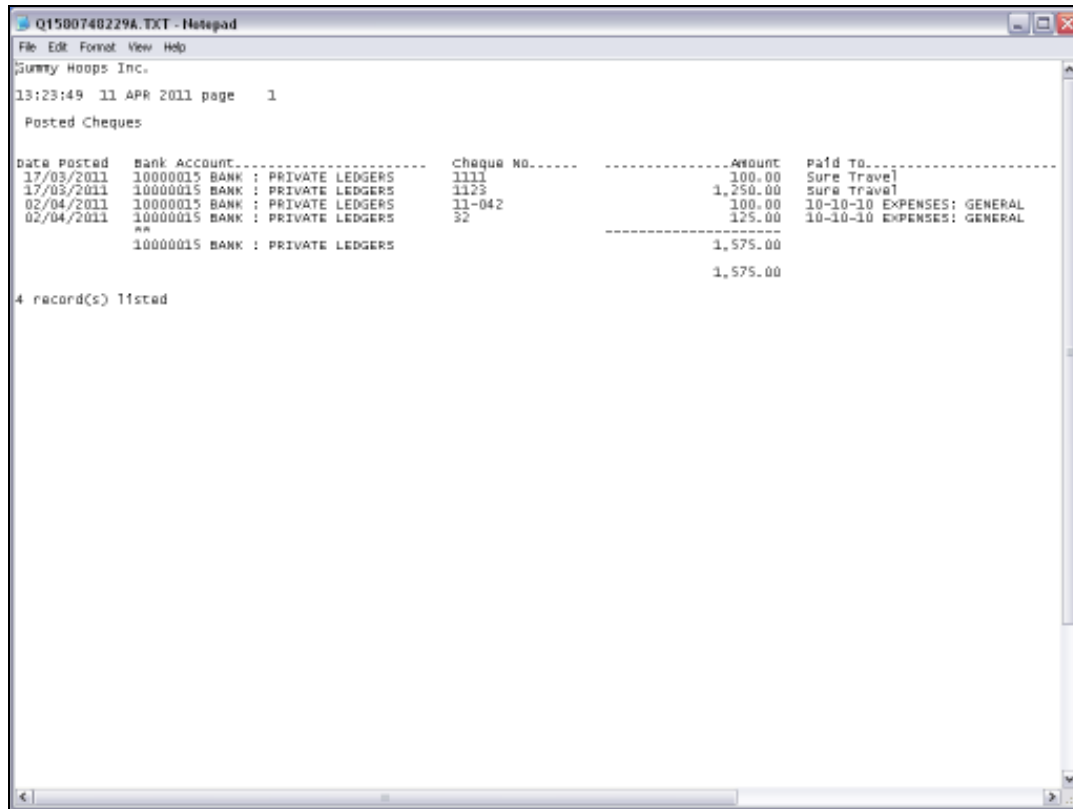
Slide notes:





Slide 8

Slide notes:



Q1500740229A.TXT - Notepad

File Edit Format View Help

Gummy Hoops Inc.

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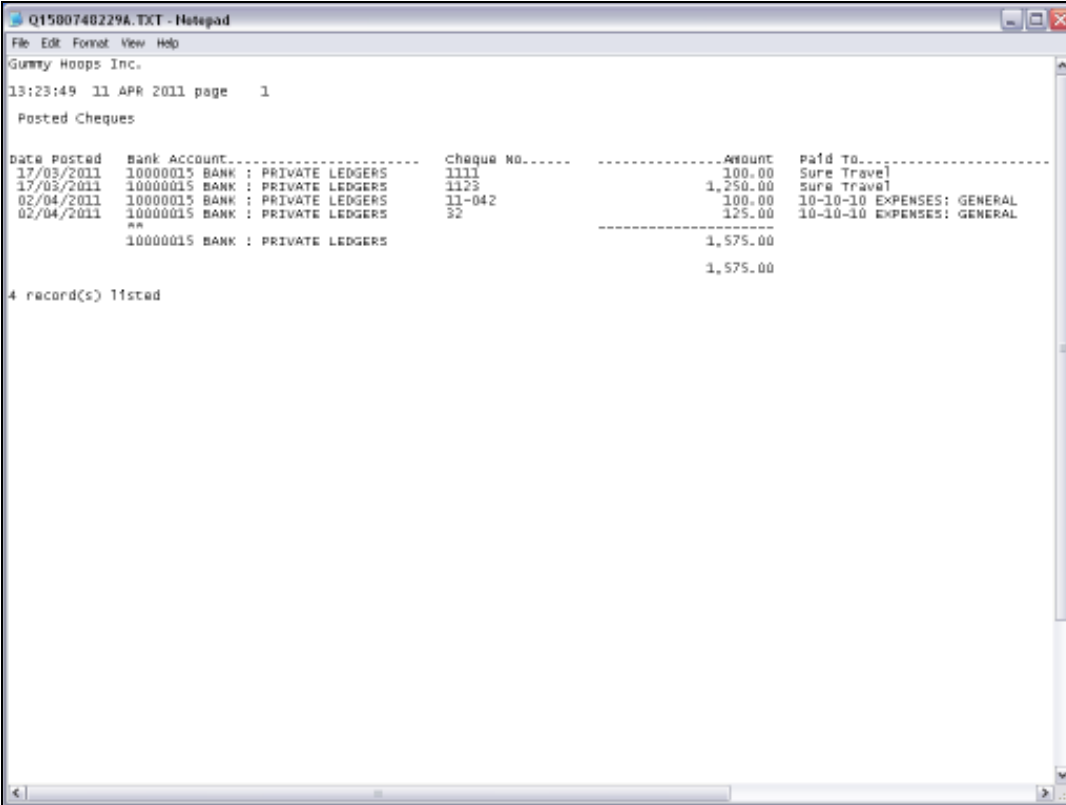
Posted Cheques

Date Posted	Bank Account	Cheque No.	Amount	Paid To
17/03/2011	10000015 BANK : PRIVATE LEDGERS	1111	100.00	Sure Travel
17/03/2011	10000015 BANK : PRIVATE LEDGERS	1123	1,250.00	Sure Travel
02/04/2011	10000015 BANK : PRIVATE LEDGERS	11-042	100.00	10-10-10 EXPENSES: GENERAL
02/04/2011	10000015 BANK : PRIVATE LEDGERS	32	125.00	10-10-10 EXPENSES: GENERAL
	**			
	10000015 BANK : PRIVATE LEDGERS		1,575.00	
			1,575.00	

4 record(s) listed

Slide 9

Slide notes: And here is the Cheque Report.



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File Edit Format View Help

Gummy Hoops Inc.

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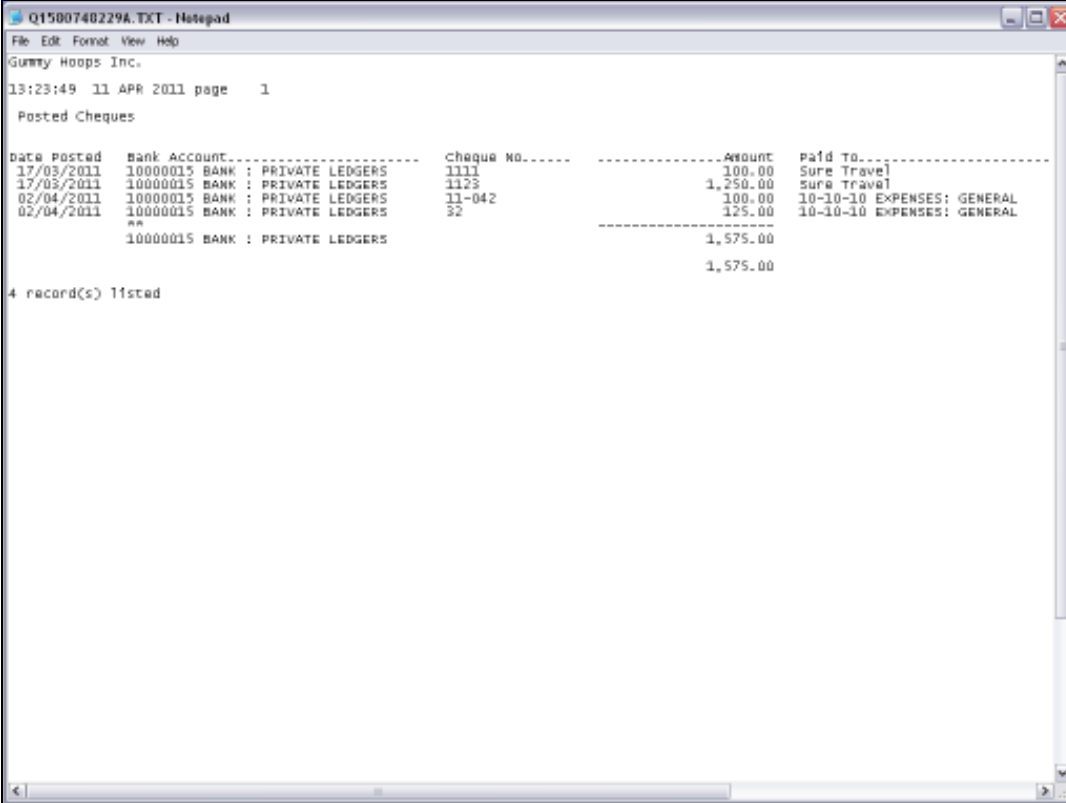
Posted Cheques

Date Posted	Bank Account.....	Cheque No.....	Amount	Paid To.....
17/03/2011	10000015 BANK : PRIVATE LEDGERS	1111	100.00	Sure Travel
17/03/2011	10000015 BANK : PRIVATE LEDGERS	1123	1,250.00	Sure Travel
02/04/2011	10000015 BANK : PRIVATE LEDGERS	11-042	100.00	10-10-10 EXPENSES: GENERAL
02/04/2011	10000015 BANK : PRIVATE LEDGERS	32	125.00	10-10-10 EXPENSES: GENERAL
	**			
	10000015 BANK : PRIVATE LEDGERS		1,575.00	
			1,575.00	

4 record(s) listed

Slide 10

Slide notes:



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Gummy Hoops Inc.

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Posted Cheques

Date Posted	Bank Account.....	Cheque No.....	Amount	Paid To.....
17/03/2011	10000015 BANK : PRIVATE LEDGERS	1111	100.00	Sure Travel
17/03/2011	10000015 BANK : PRIVATE LEDGERS	1123	1,250.00	Sure Travel
02/04/2011	10000015 BANK : PRIVATE LEDGERS	11-042	100.00	10-10-10 EXPENSES: GENERAL
02/04/2011	10000015 BANK : PRIVATE LEDGERS	32	125.00	10-10-10 EXPENSES: GENERAL
	**			
	10000015 BANK : PRIVATE LEDGERS		1,575.00	
			1,575.00	

4 record(s) listed

Slide 11

Slide notes: