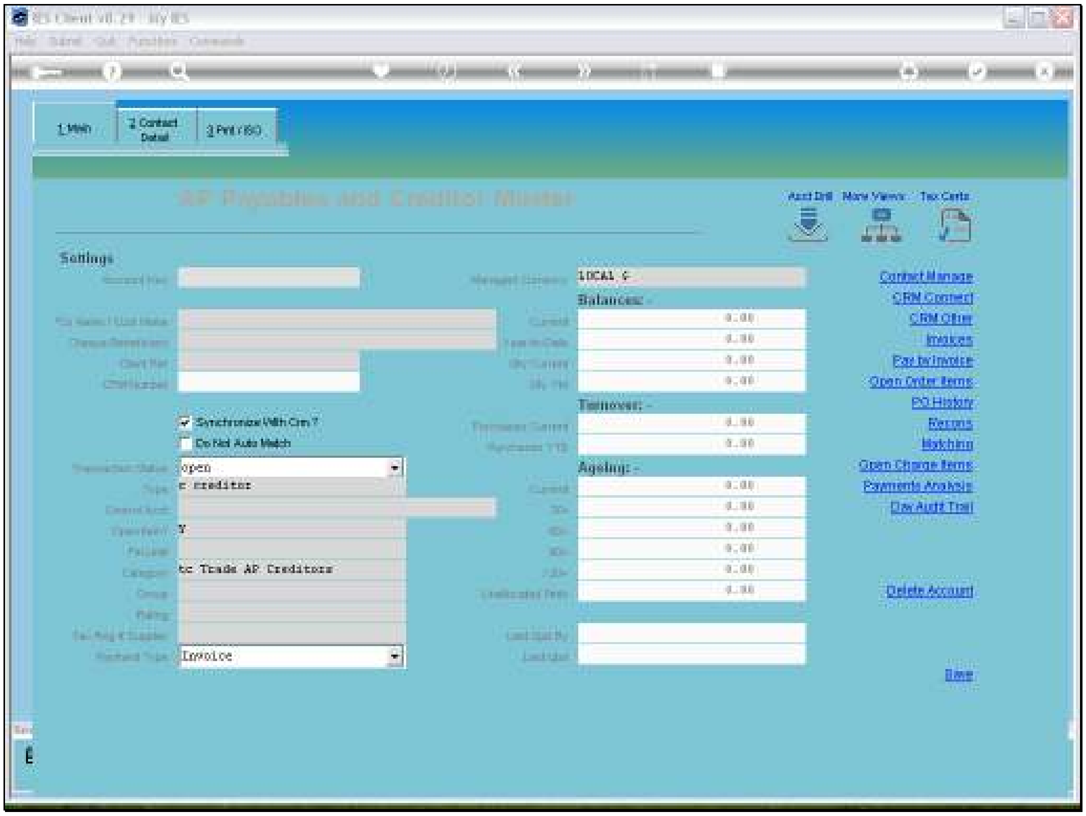
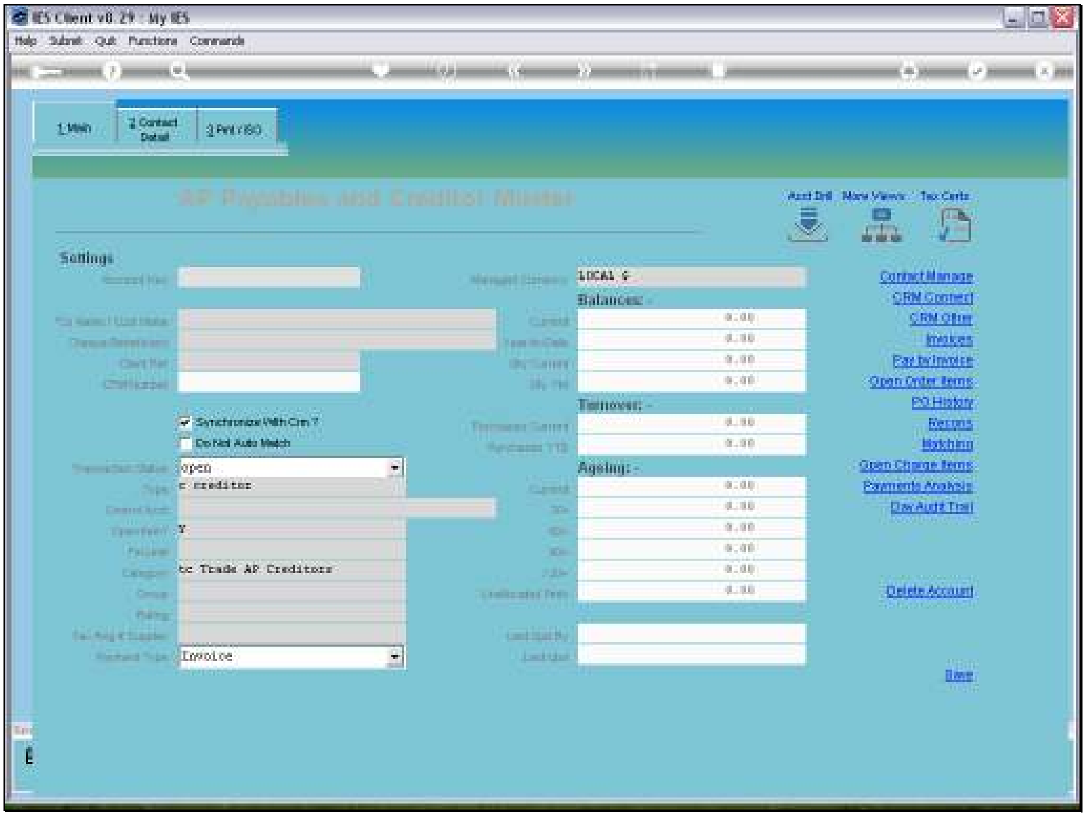


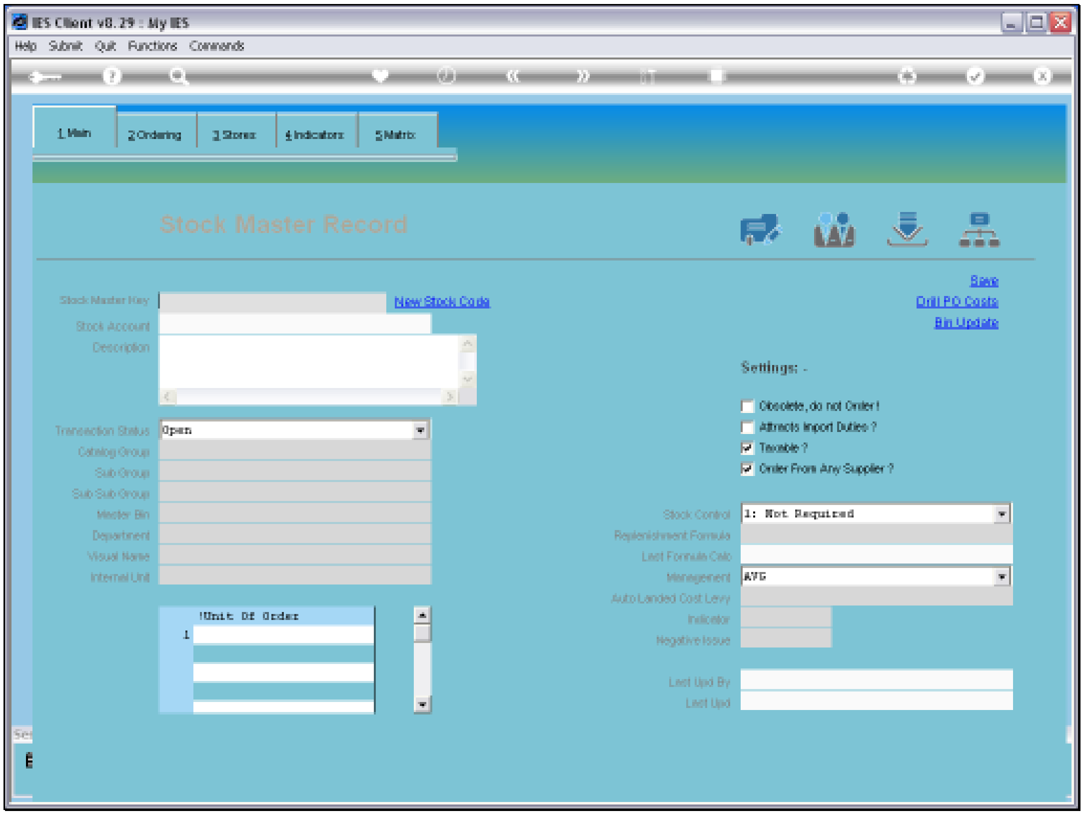
Slide 1

Slide notes: There is a set of general functions that apply when we are looking to retrieve an Account Code in IES Business. For example, we can apply these principles when retrieving Creditor Account Codes.

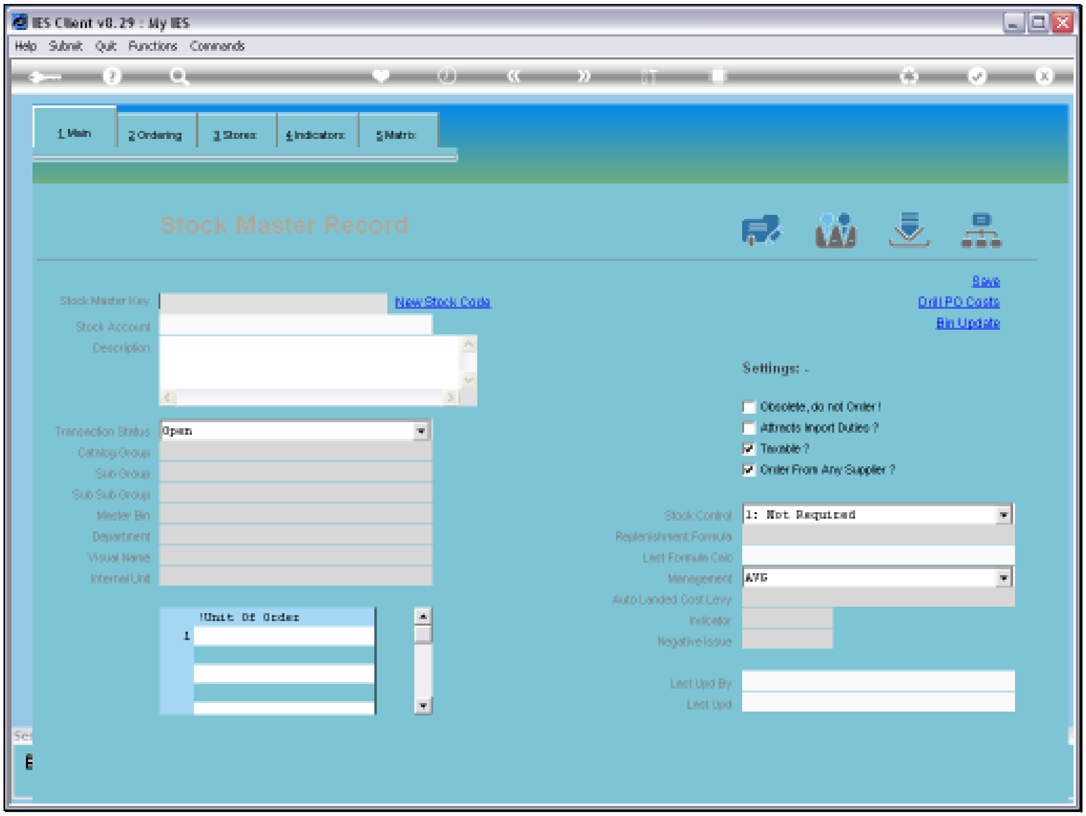


Slide 2

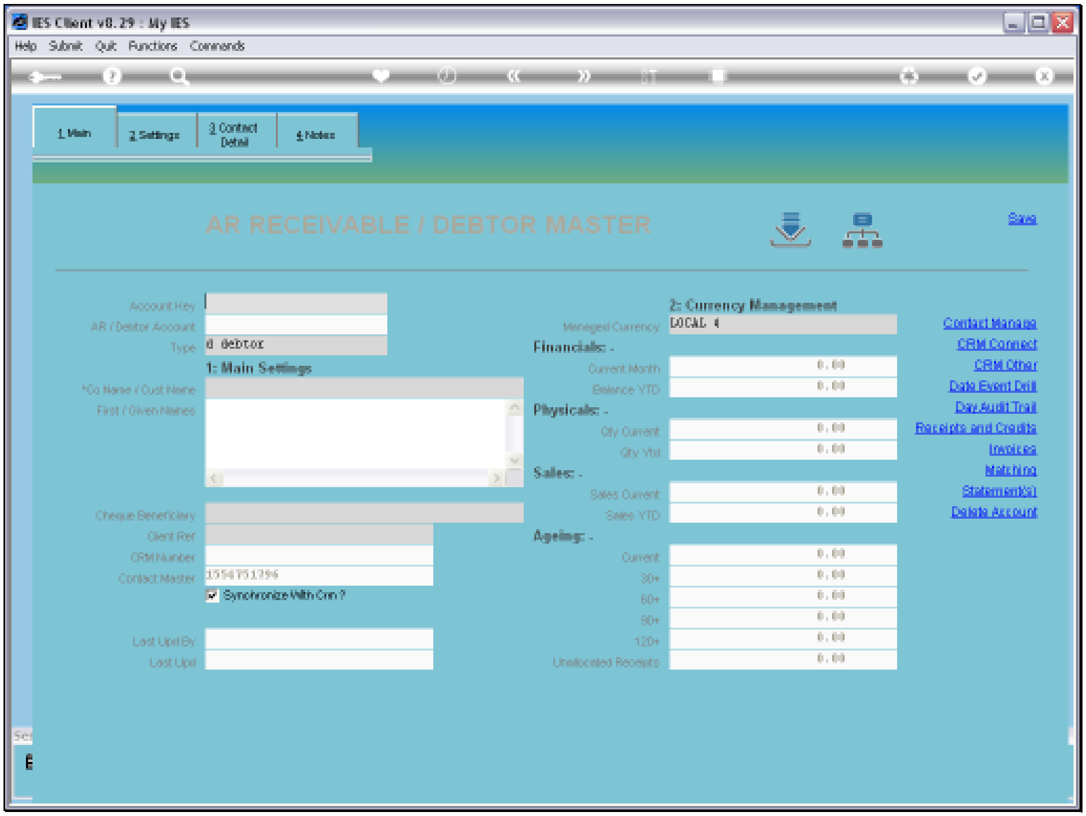
Slide notes:



Slide 3
Slide notes: And we can apply the same principles for retrieving Stock Account Codes.

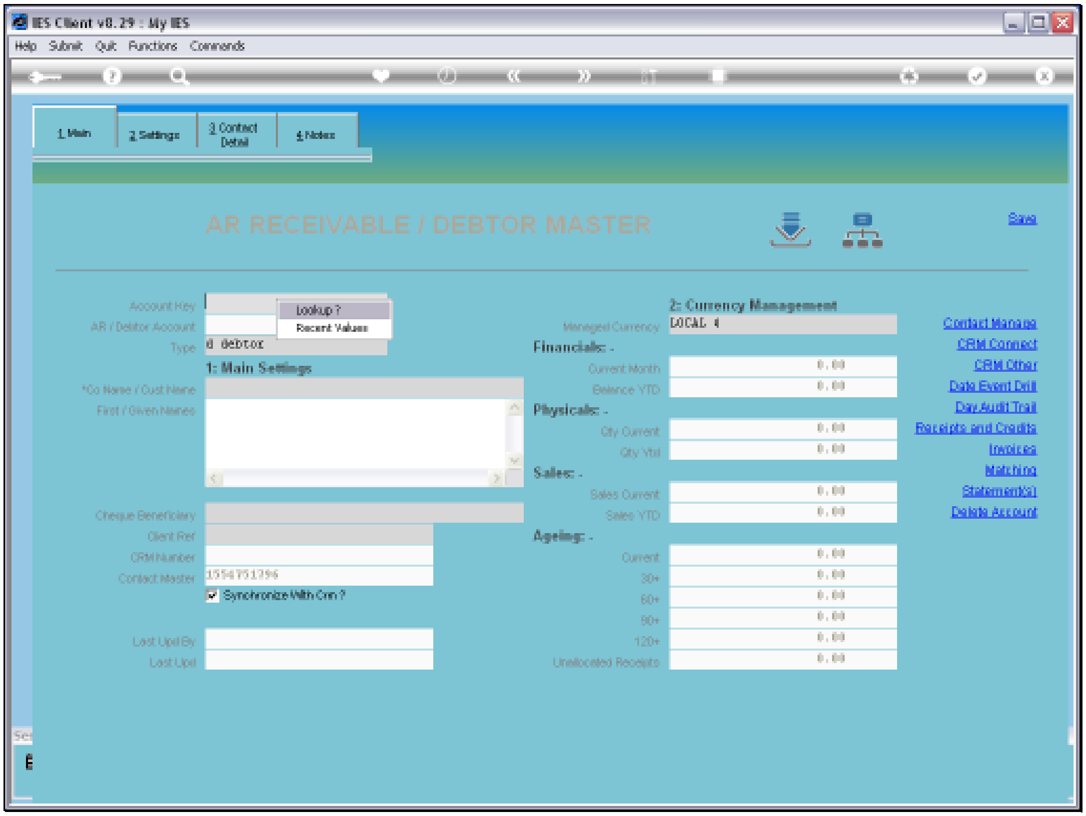


Slide 4
Slide notes:



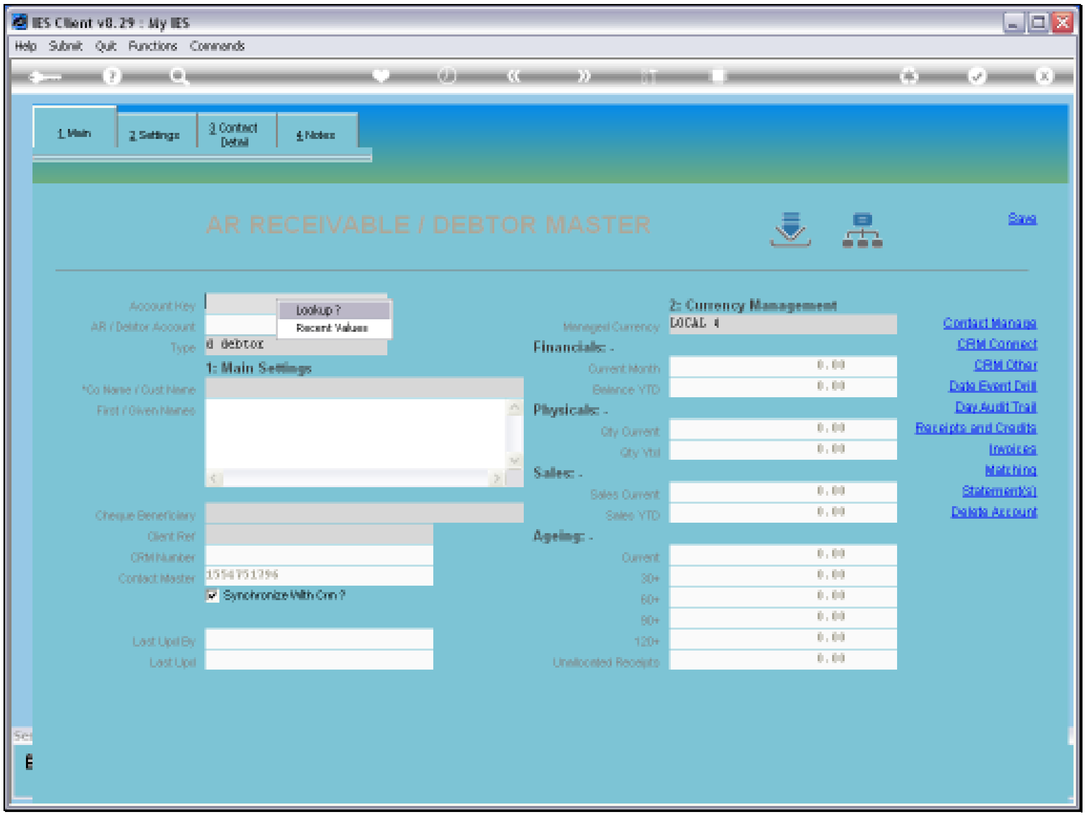
Slide 5

Slide notes: And we will now demonstrate some of these principles while retrieving Debtor Account Codes.

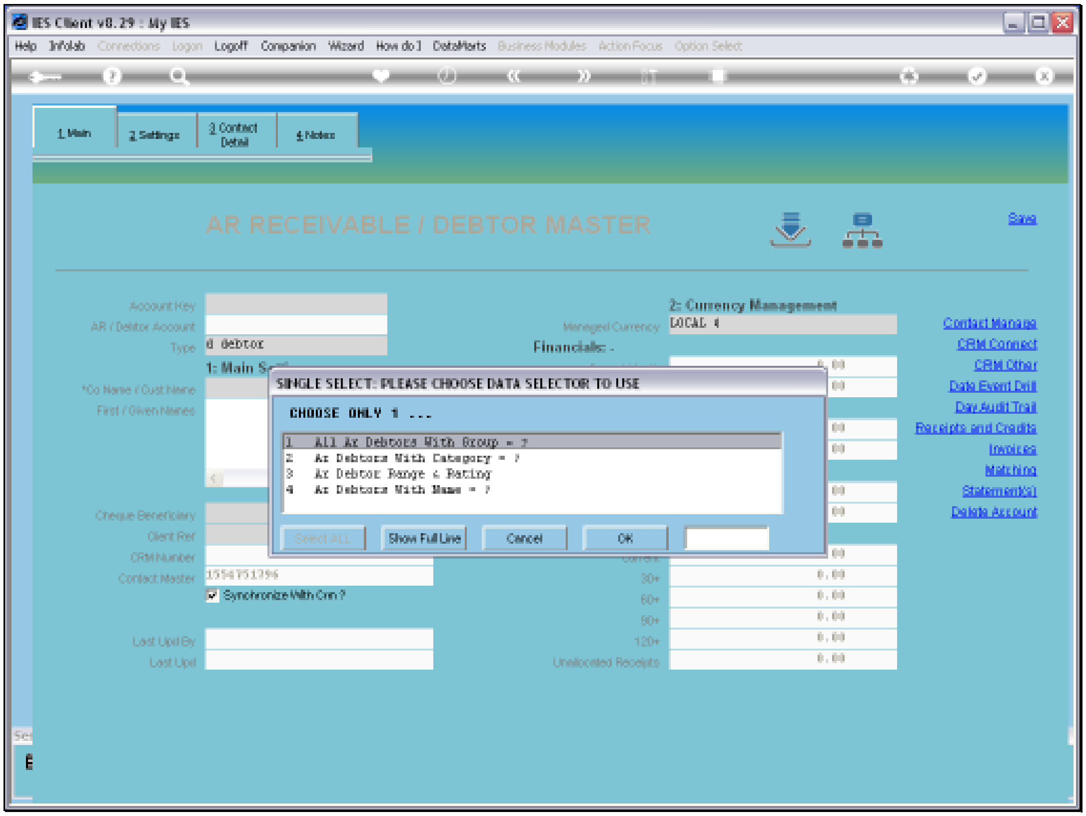


Slide 6

Slide notes: There is always a Lookup function available, and it can be requested from the lookup icon, by pressing the F2 key or a dbl-click.

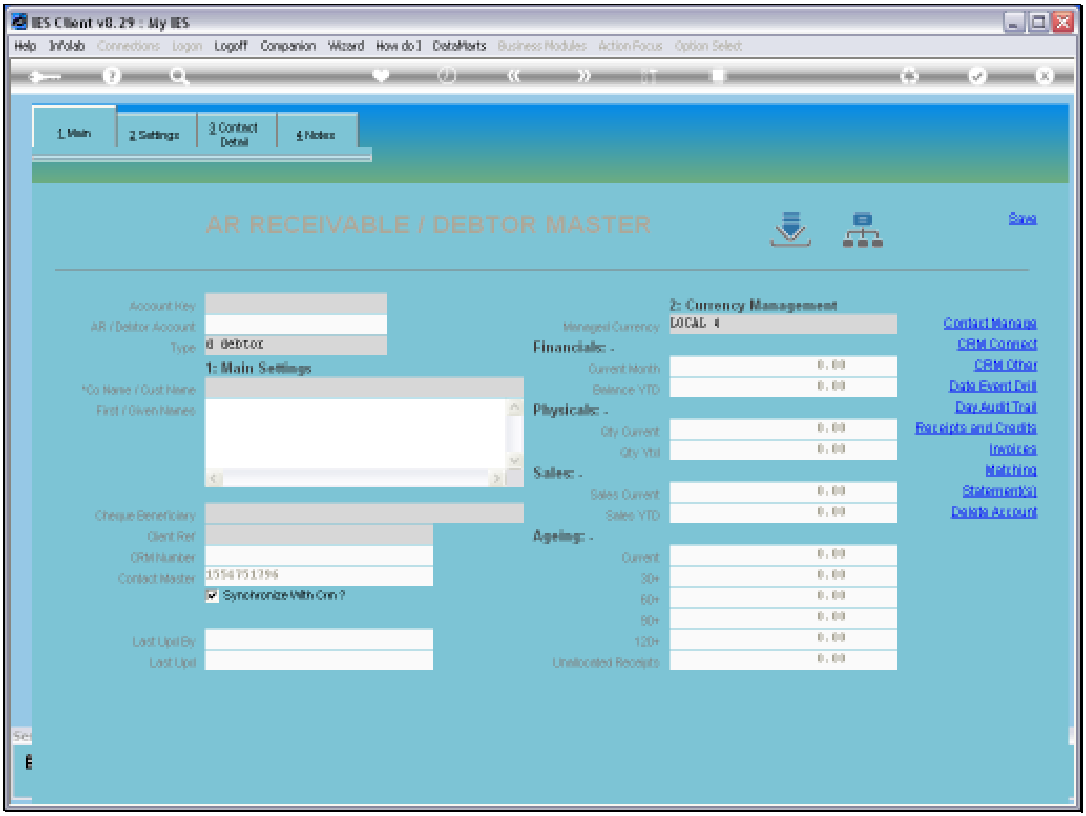


Slide 7
Slide notes:



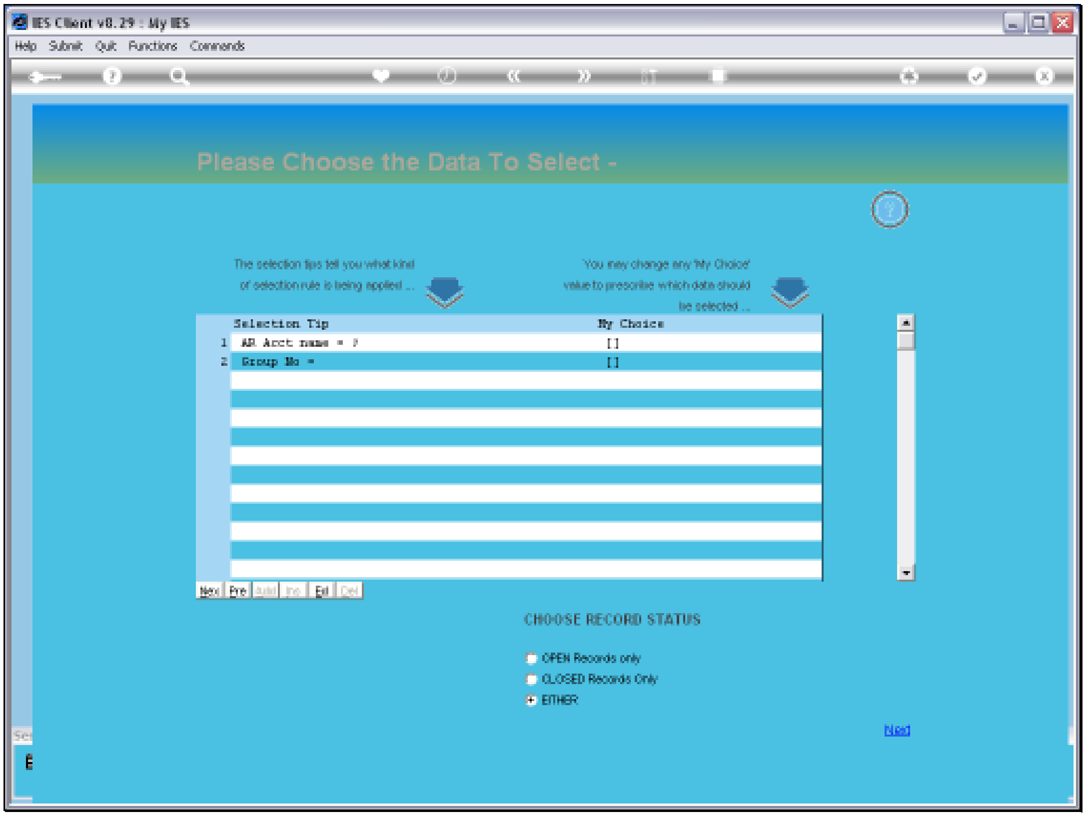
Slide 8

Slide notes: The lookup may offer multiple methods that are available for the specific type of Account Code, and the selected method may lead to Selection Criteria that we may adapt to apply the rules to find only that data which we are looking for.



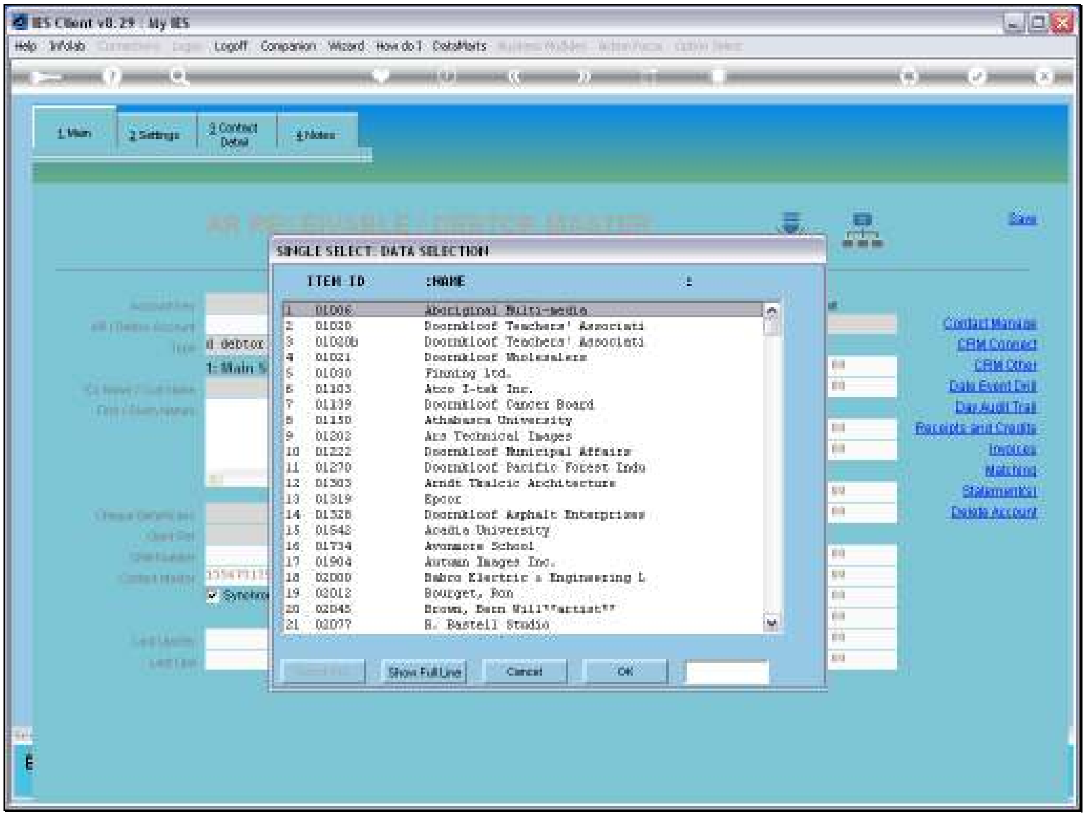
Slide 9

Slide notes:



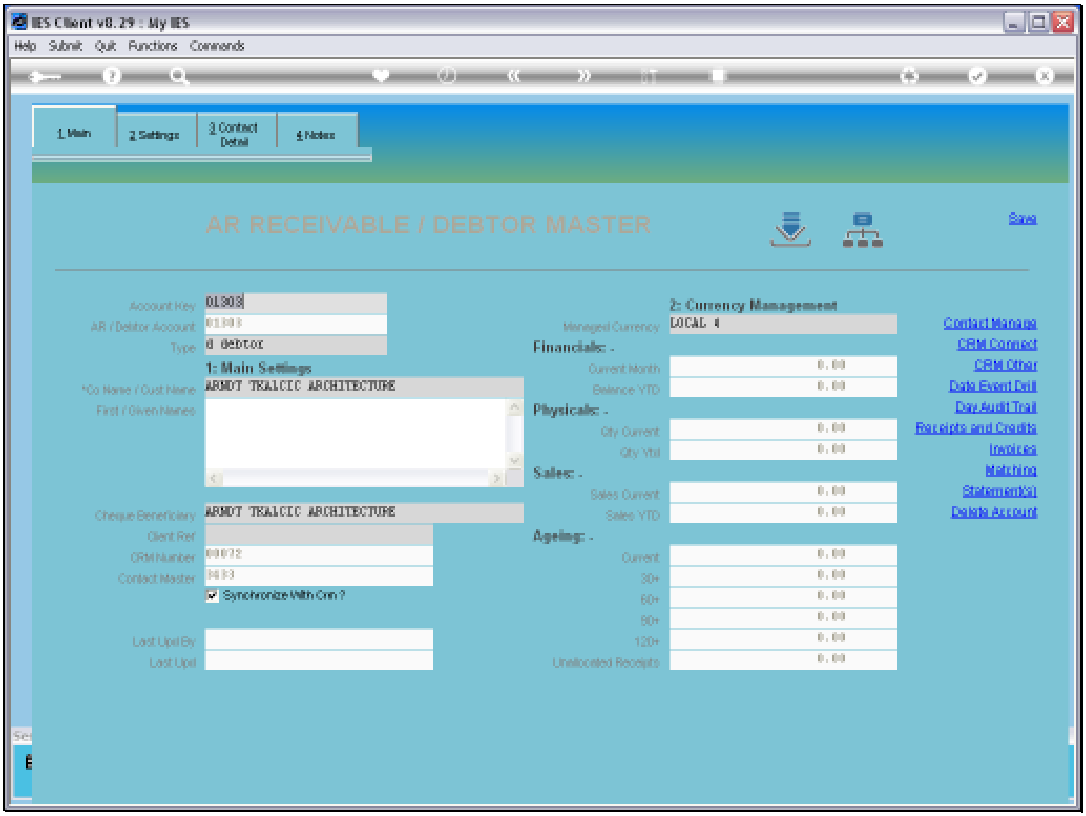
Slide 10

Slide notes: In this case, we can retain the wildcards 'as is' or we can specify an Account Name pattern or a Group Number pattern, or both.



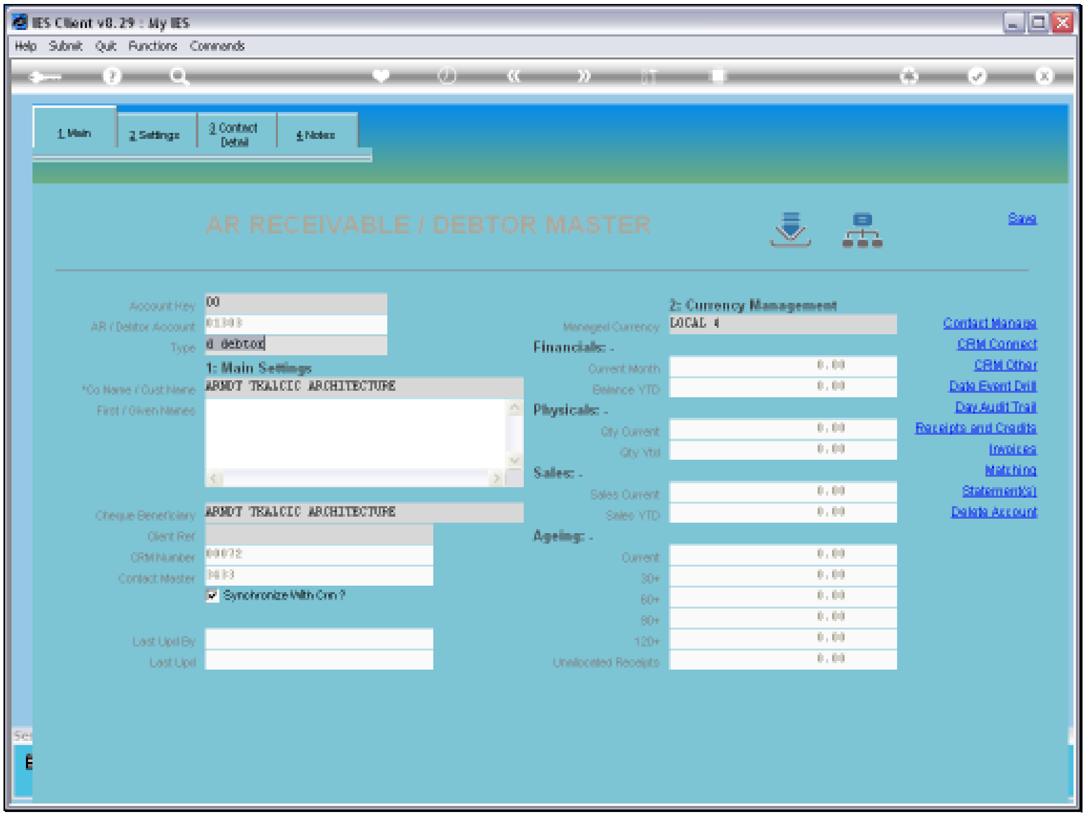
Slide 11

Slide notes: And this may result in a list of Account Codes that we may select from.



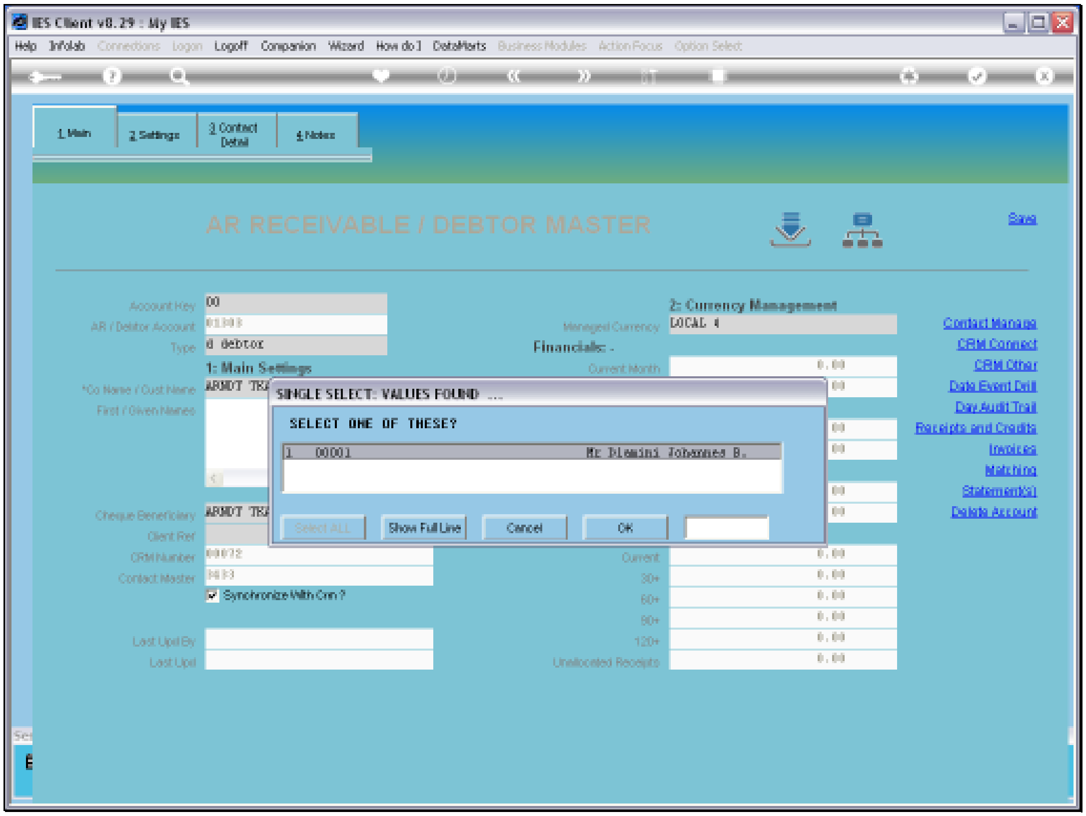
Slide 12

Slide notes: We can also just type some lead-in characters in the Account Code, where in this example we'd like to see Account Codes that start with '00'.



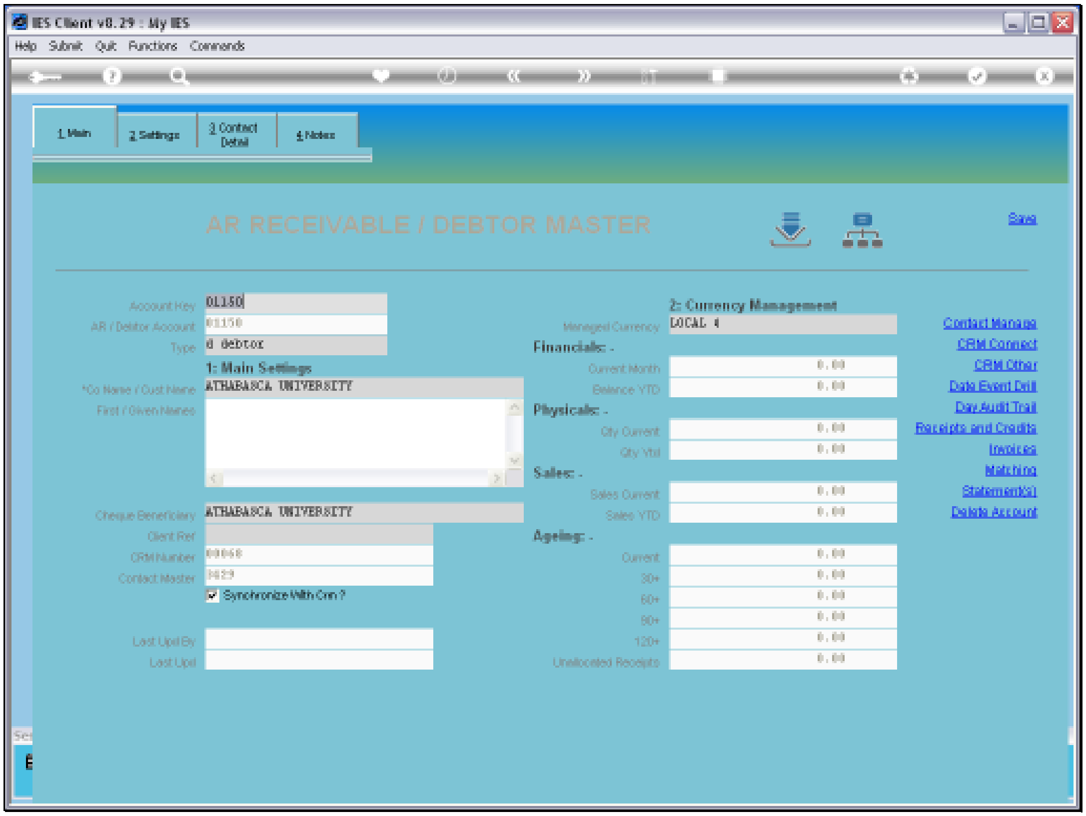
Slide 13

Slide notes:



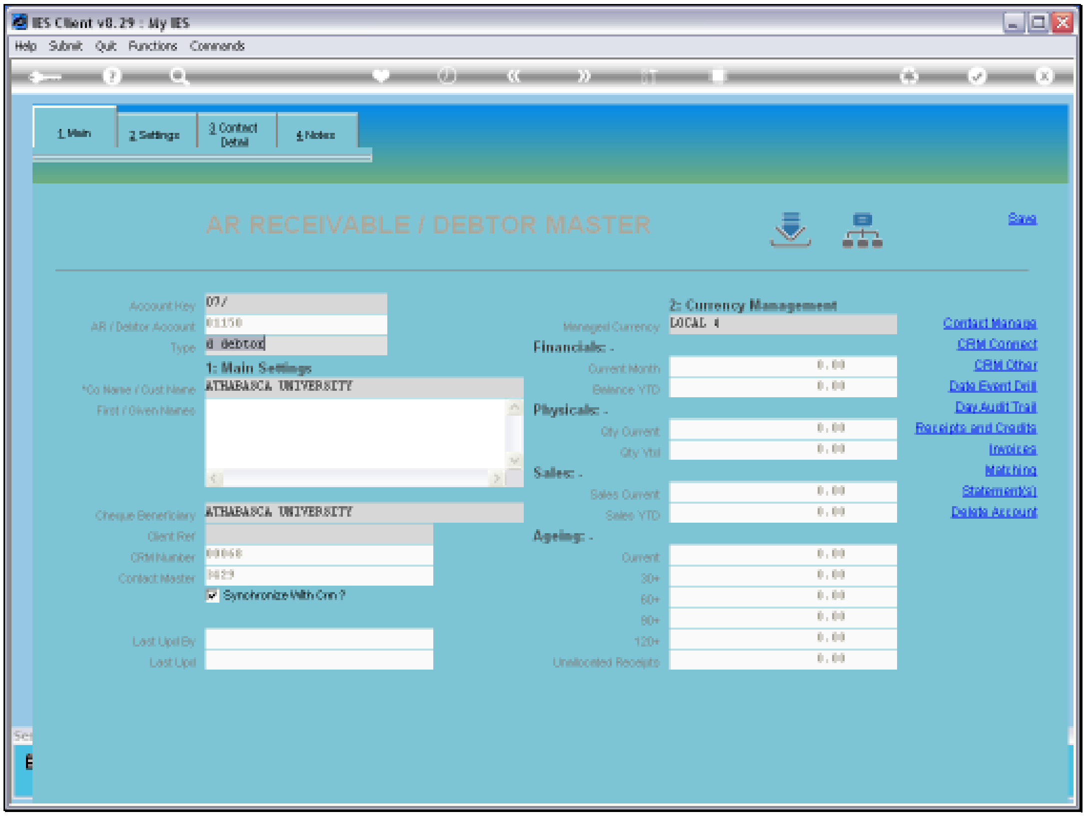
Slide 14

Slide notes: And we have a result.



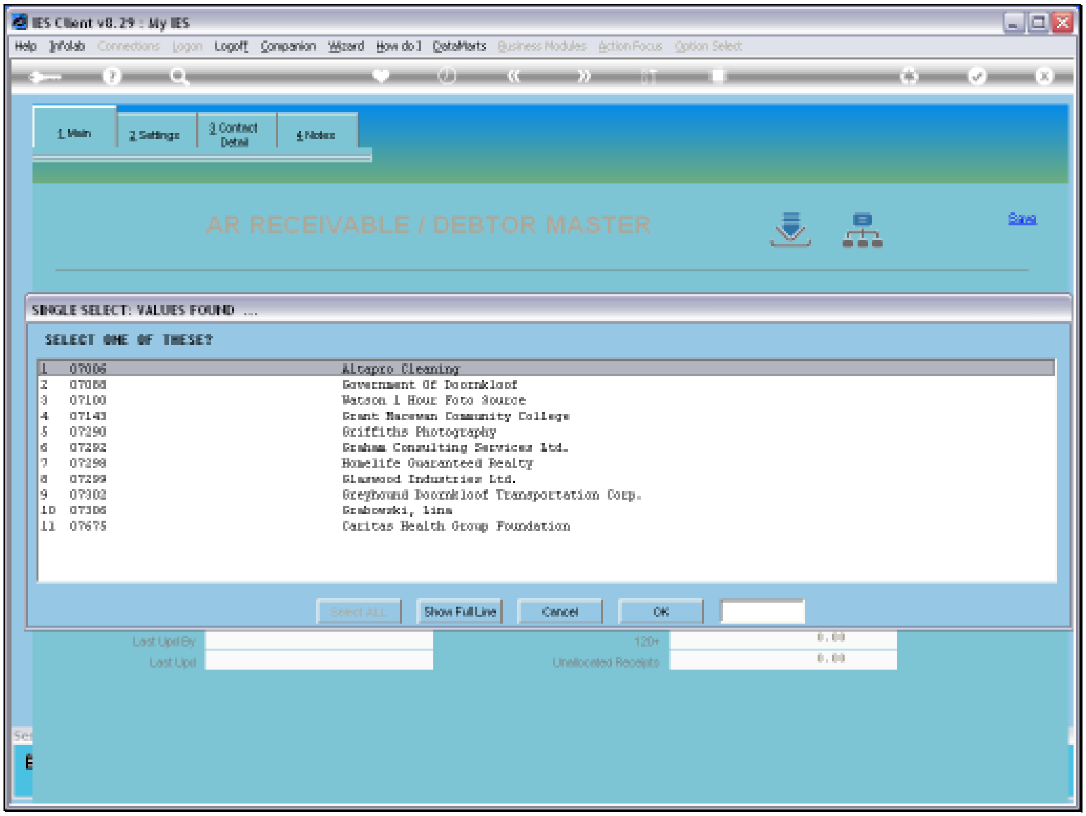
Slide 15

Slide notes: The lead-in characters may also be stated with a '/' character.



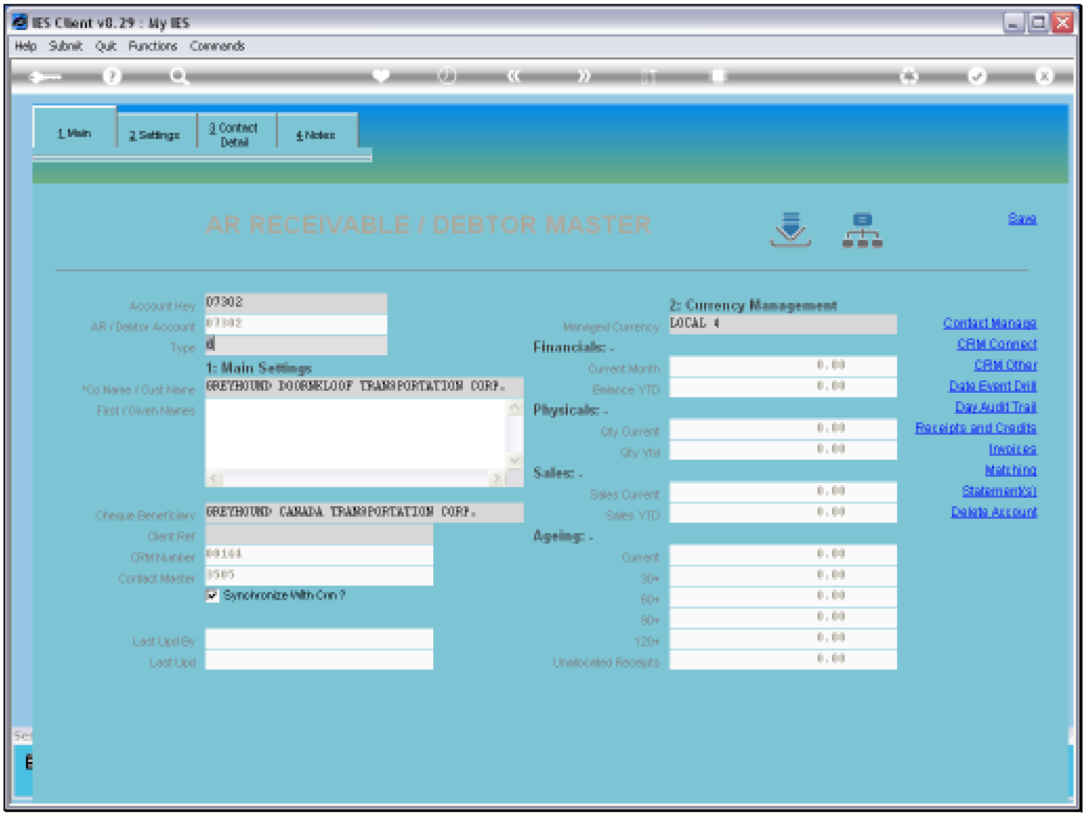
Slide 16

Slide notes:



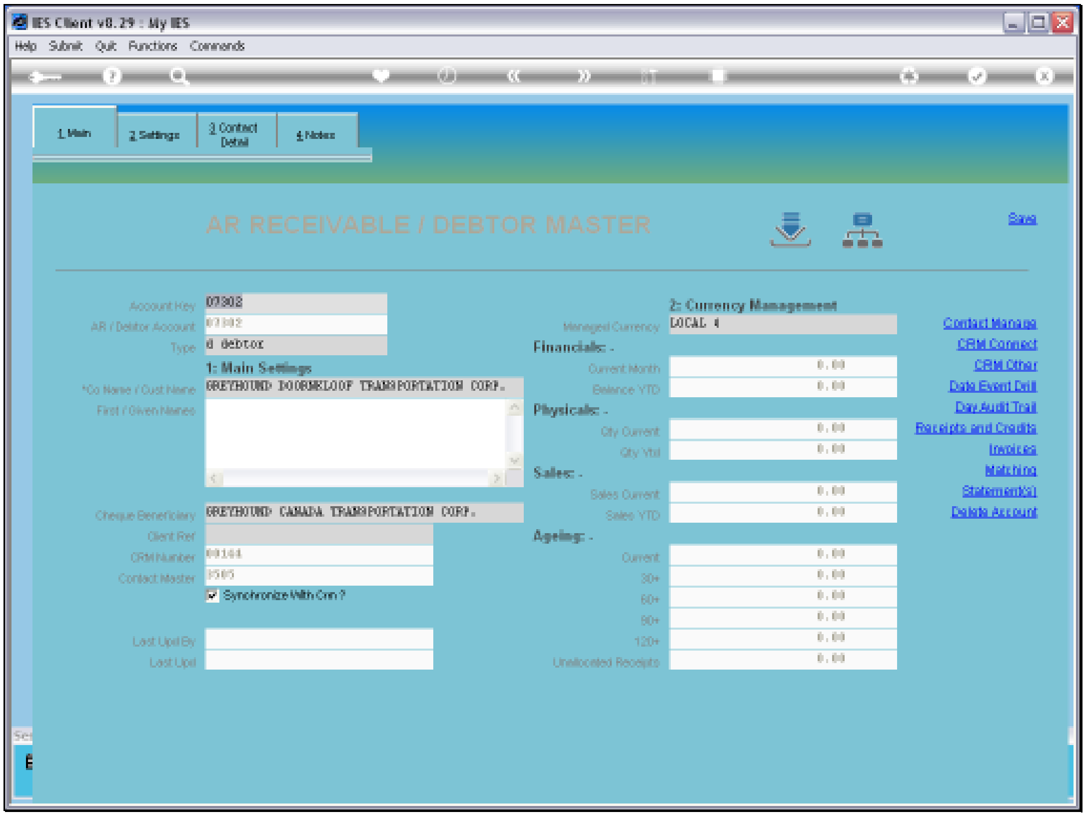
Slide 17

Slide notes: So in this case, all listed Account Codes start with '07'.



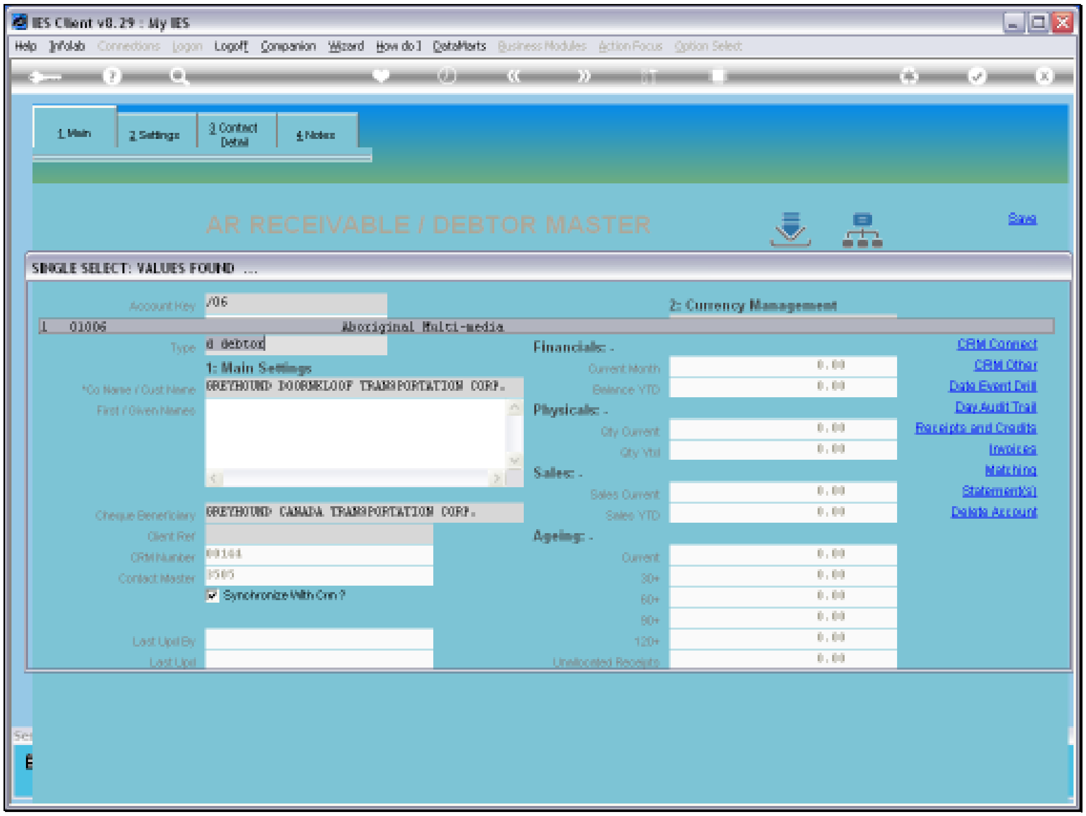
Slide 18

Slide notes:



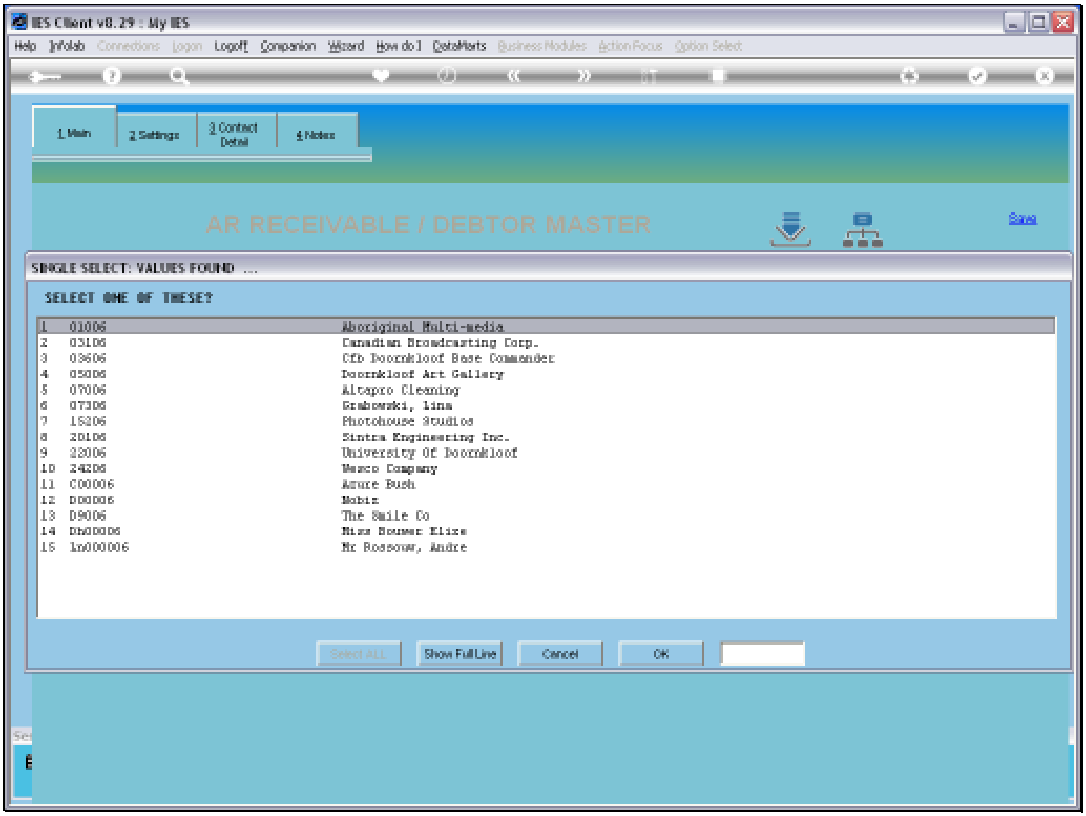
Slide 19

Slide notes: We can also start with a slash, wishing to retrieve Codes that 'end with'.



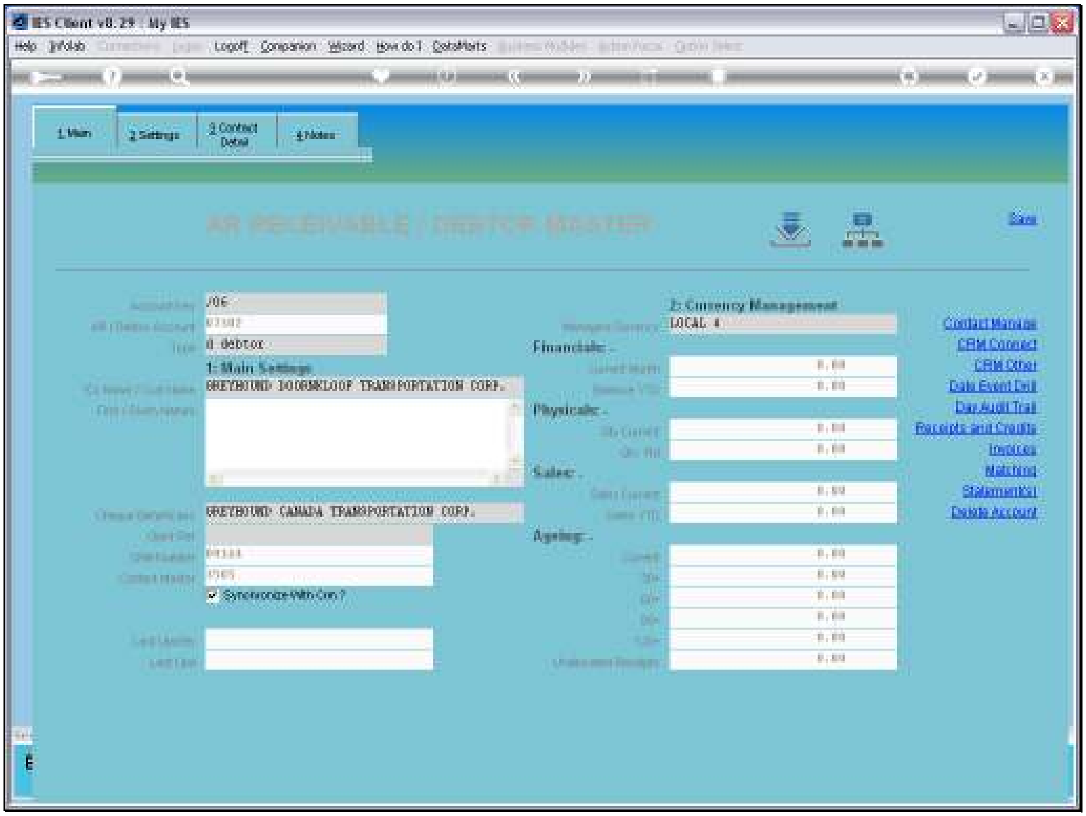
Slide 20

Slide notes:

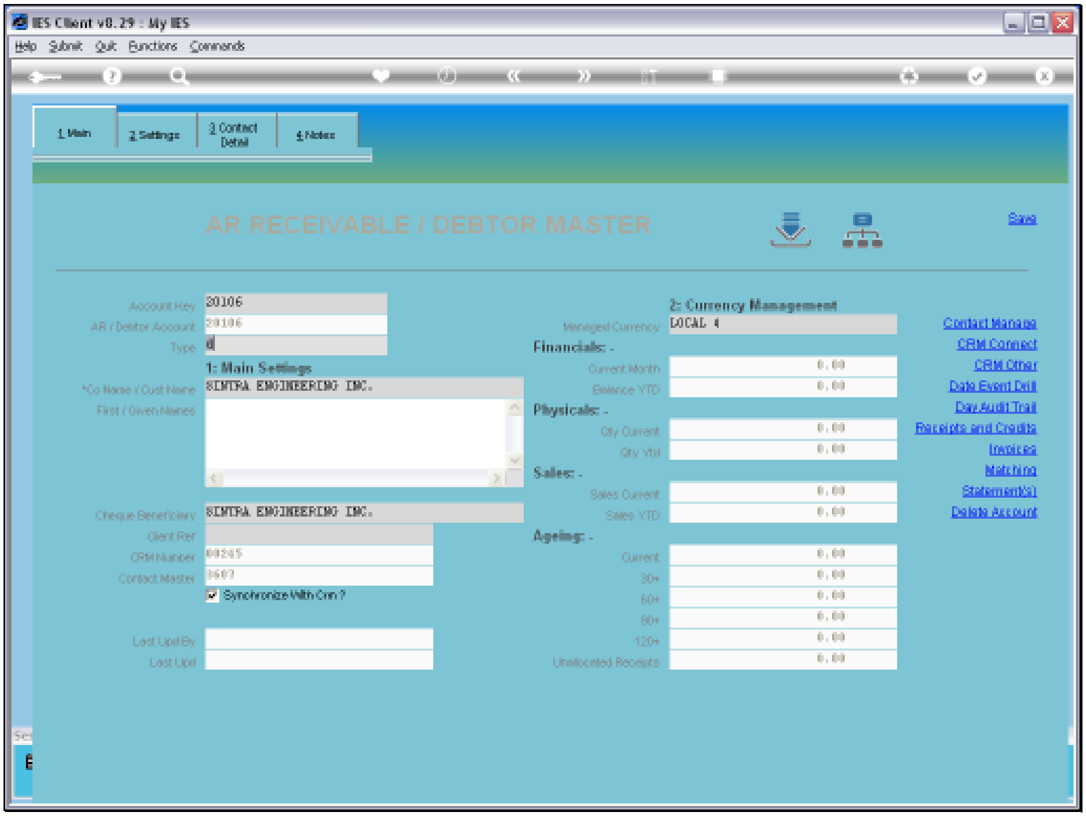


Slide 21

Slide notes: All these Account Codes end in '06'.

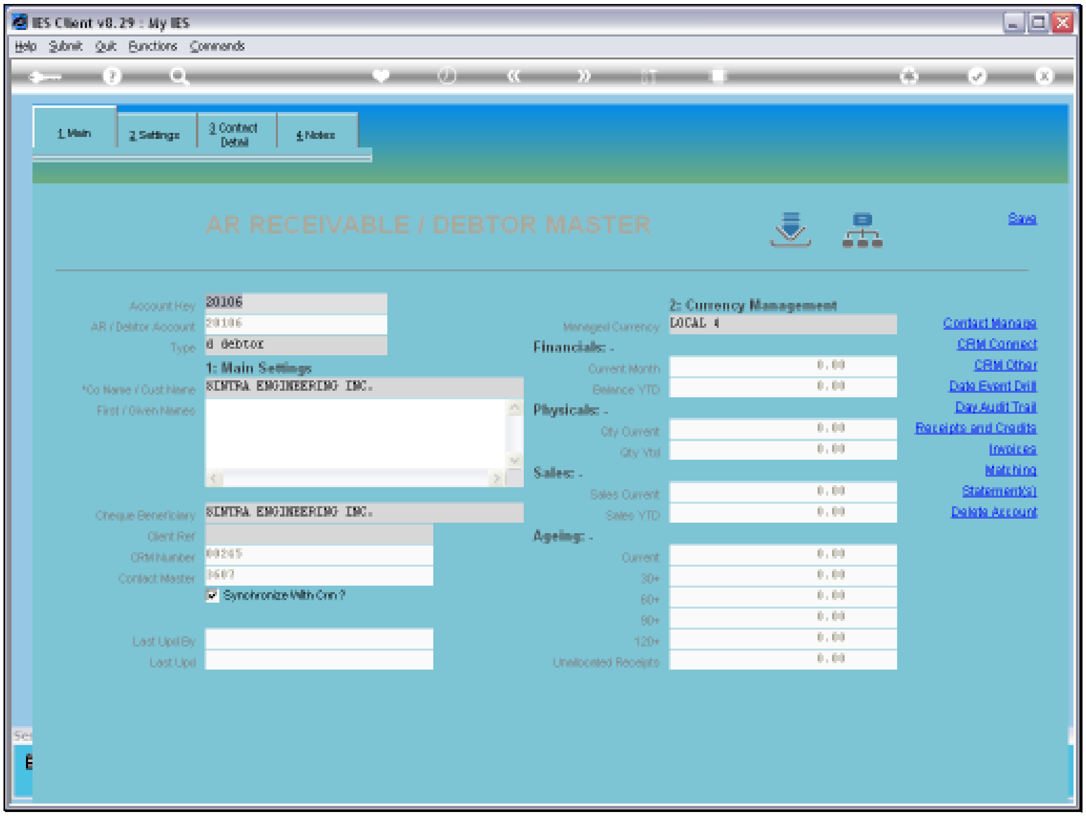


Slide 22
Slide notes:

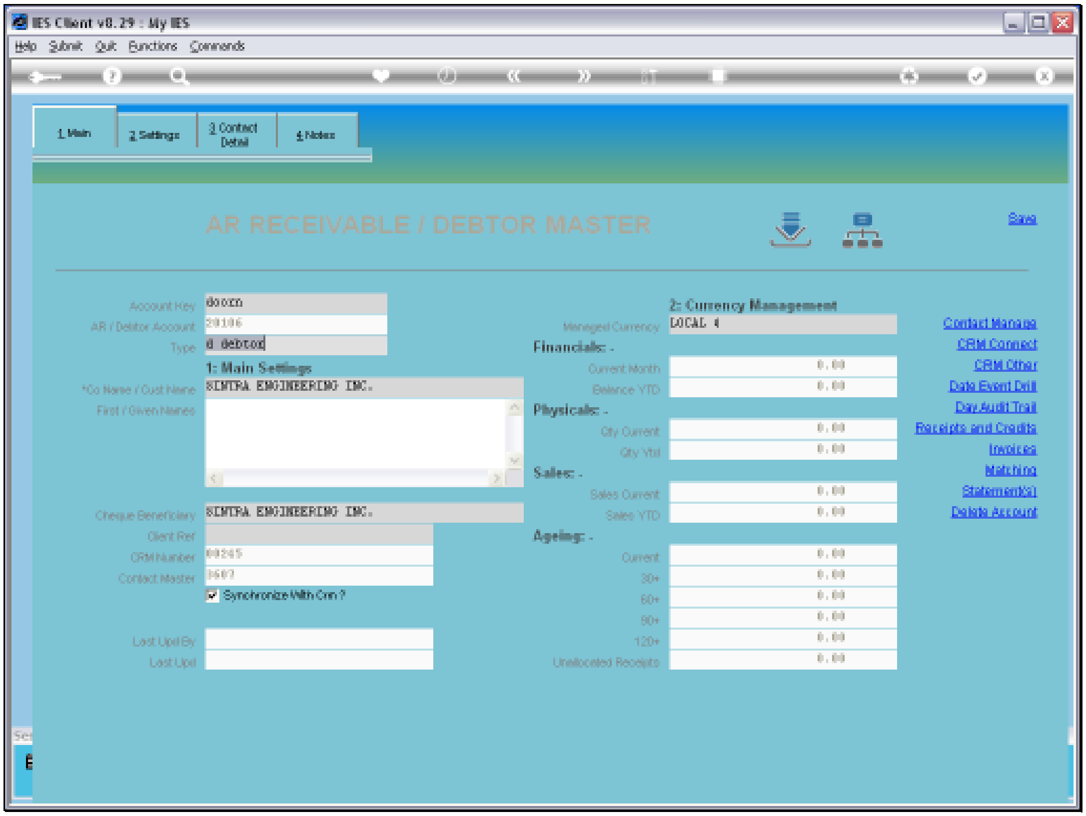


Slide 23

Slide notes:

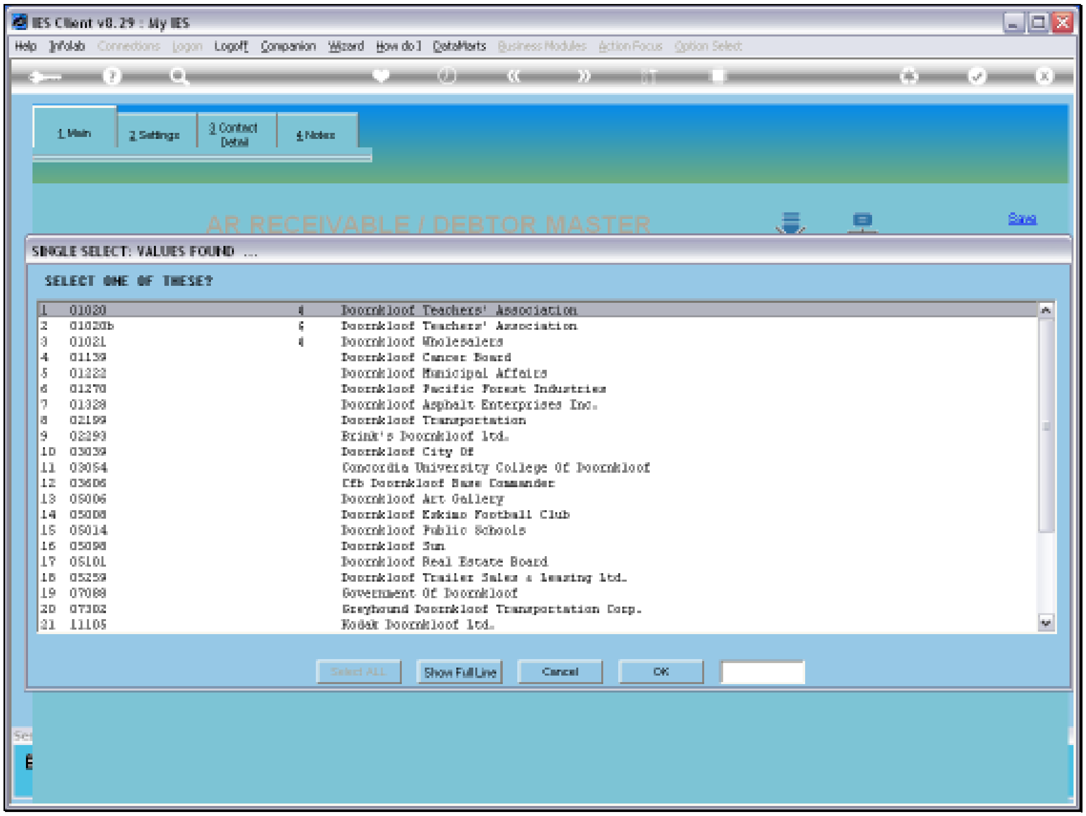


Slide 24
Slide notes: Or, we may simply type some text that appear in the Account Name.



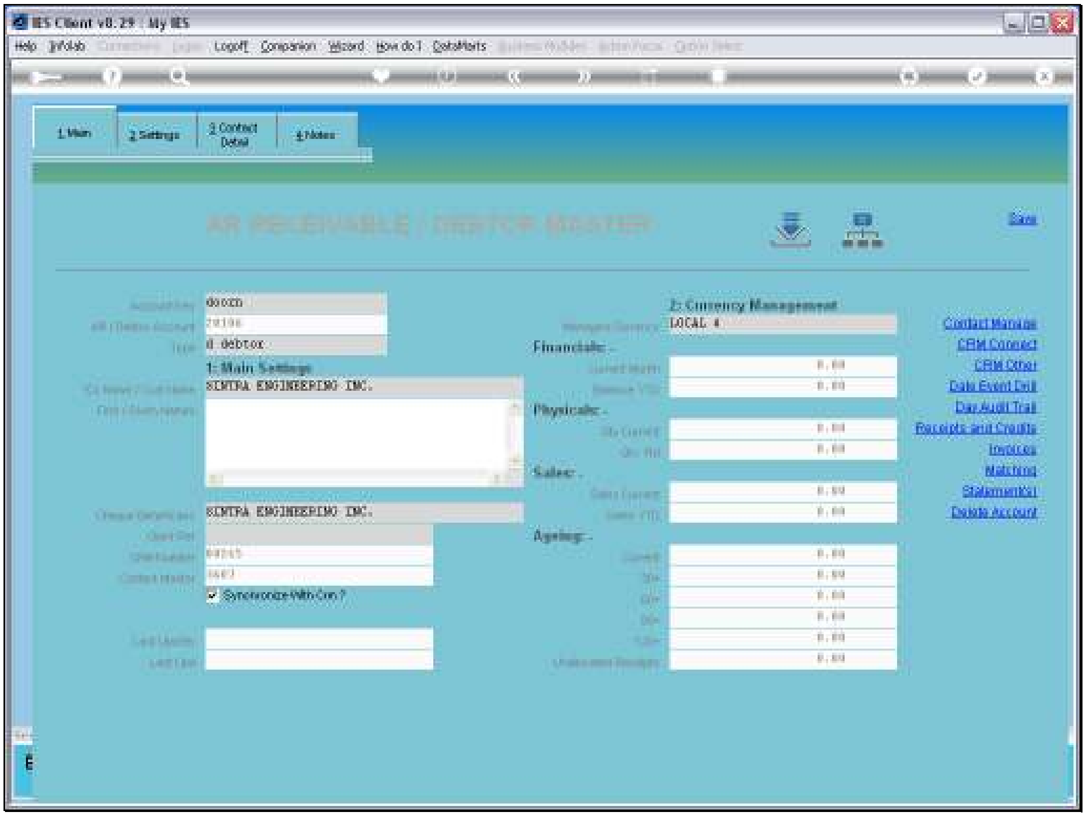
Slide 25

Slide notes:

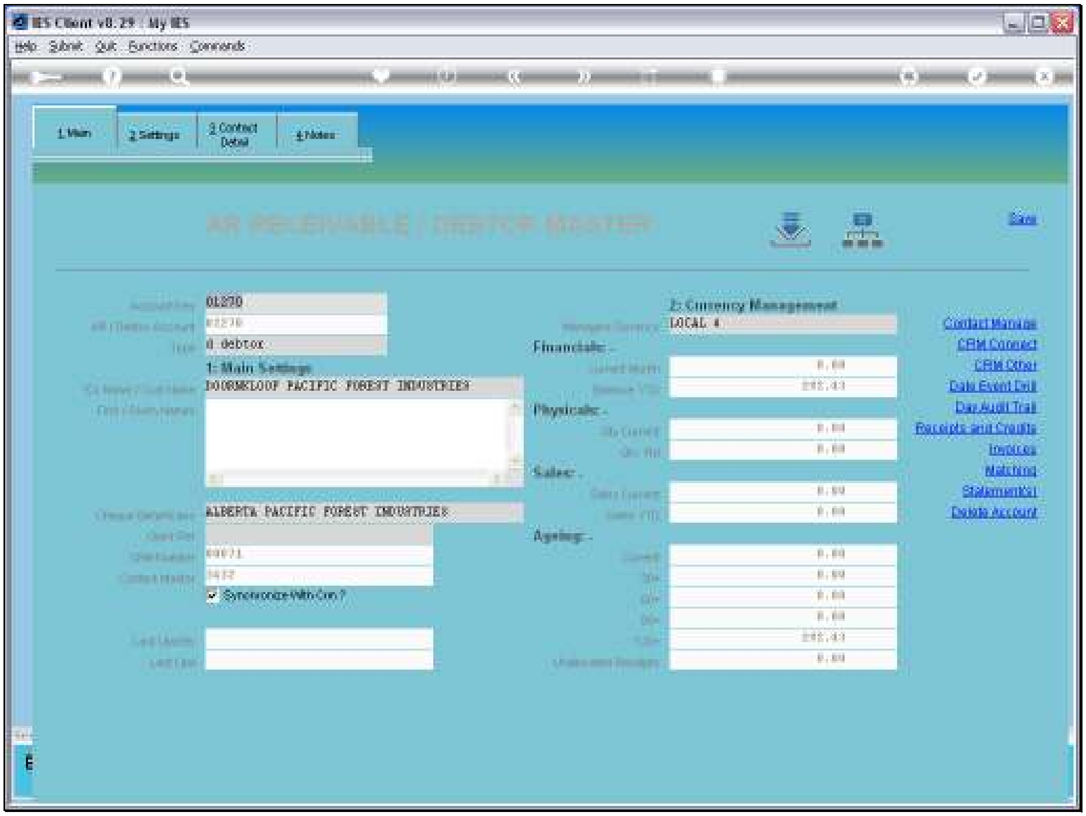


Slide 26

Slide notes: All these Accounts clearly include the text we have typed.

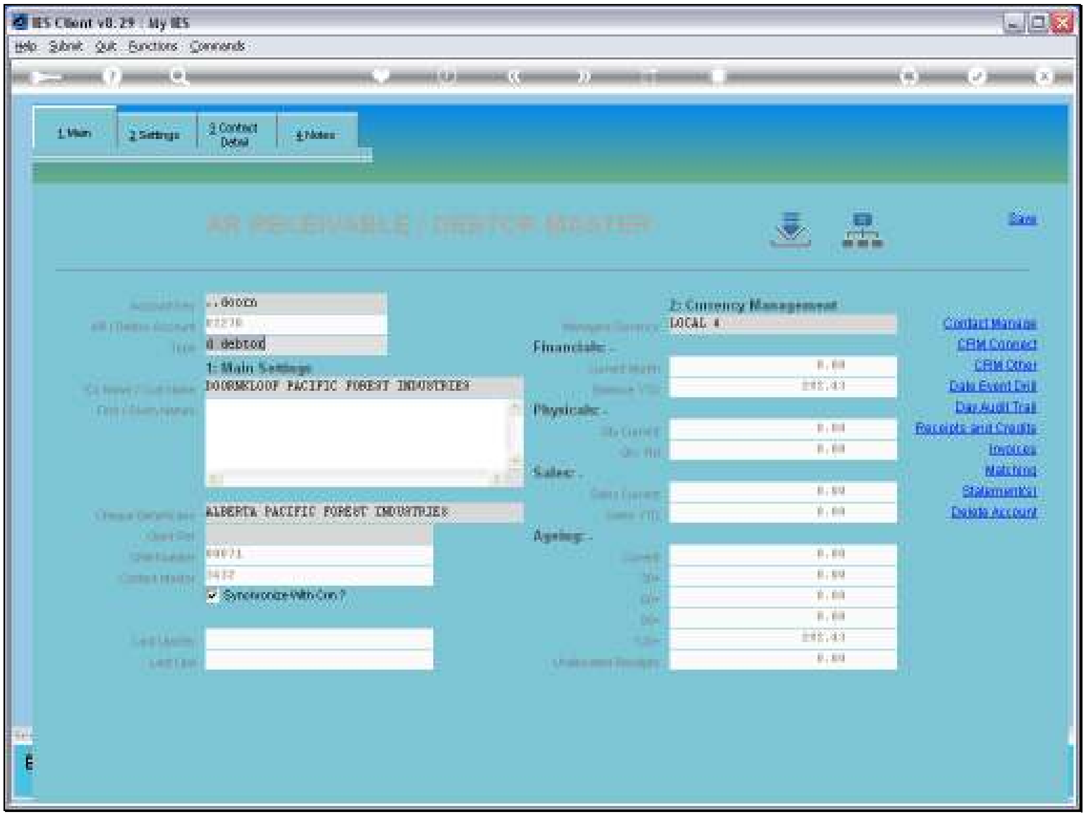


Slide 27
Slide notes:



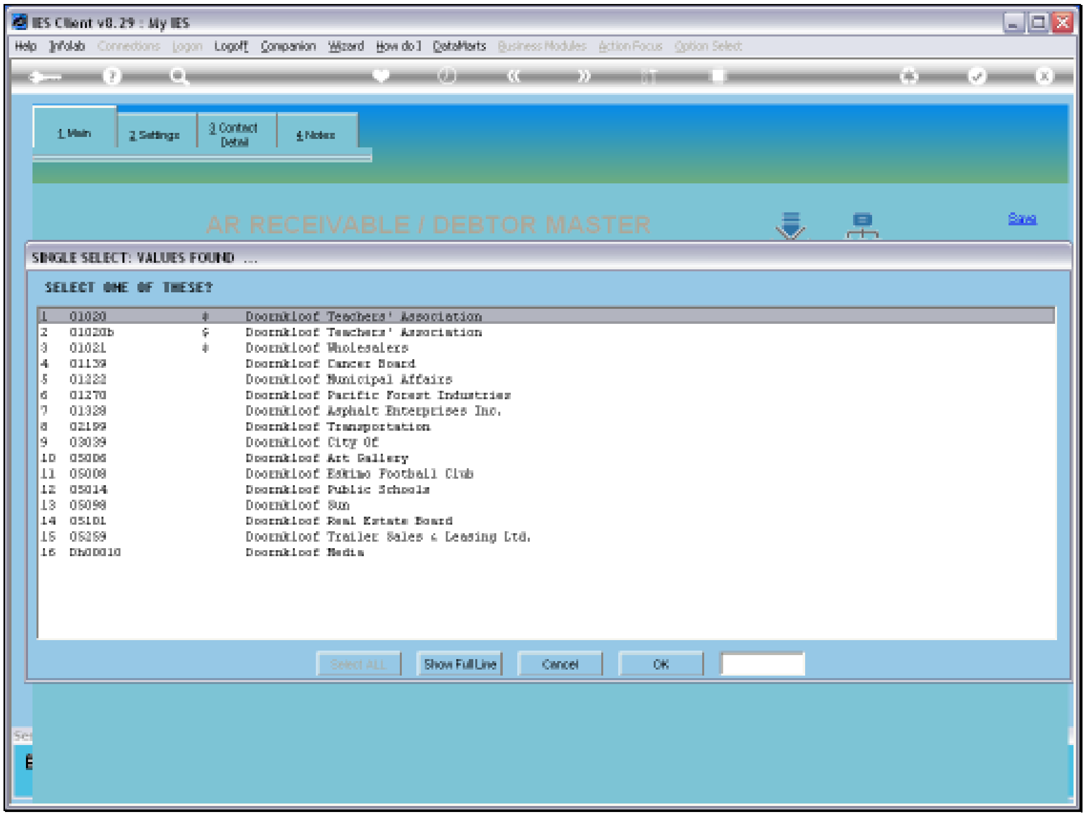
Slide 28

Slide notes: When we prefix the text we type with '..', then it means the Account Name must START WITH that text.



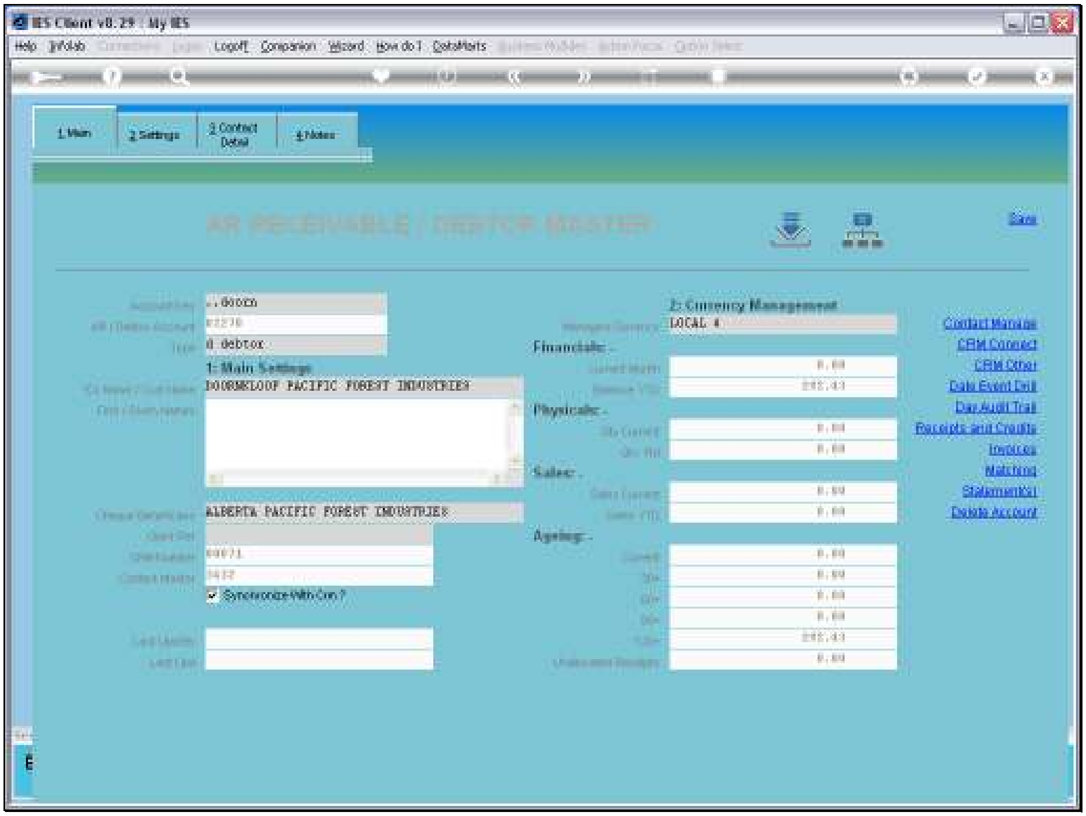
Slide 29

Slide notes:

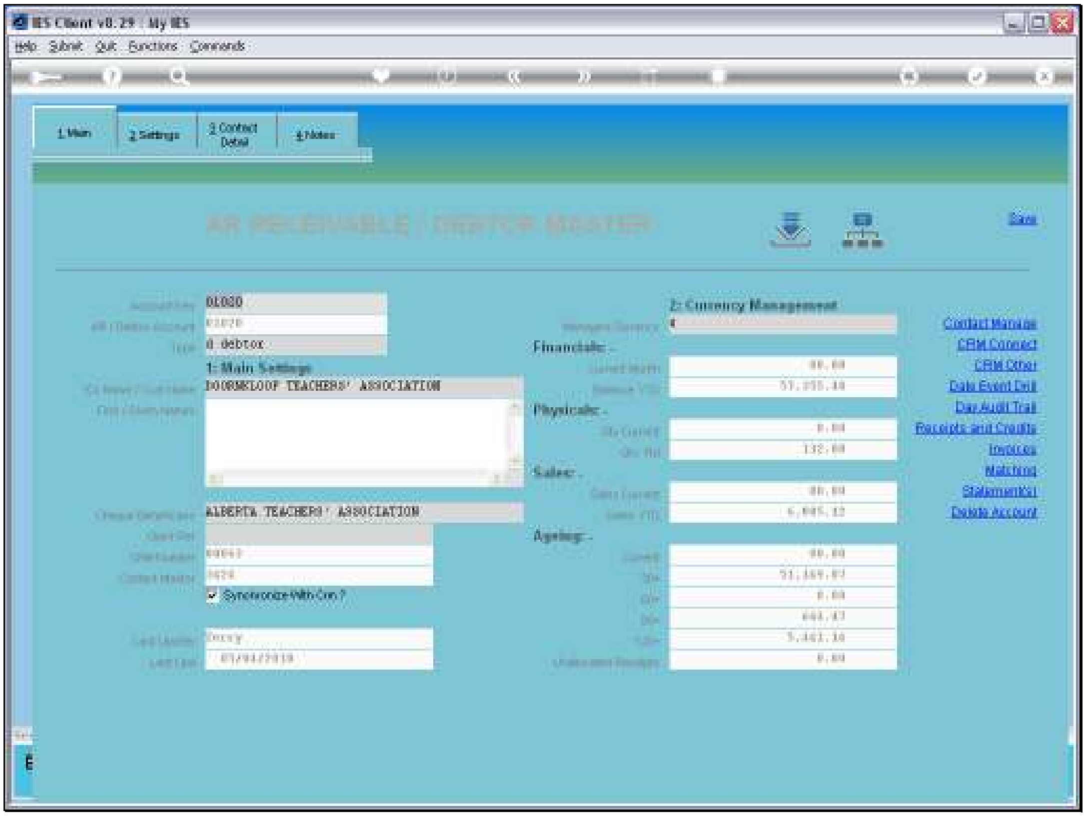


Slide 30

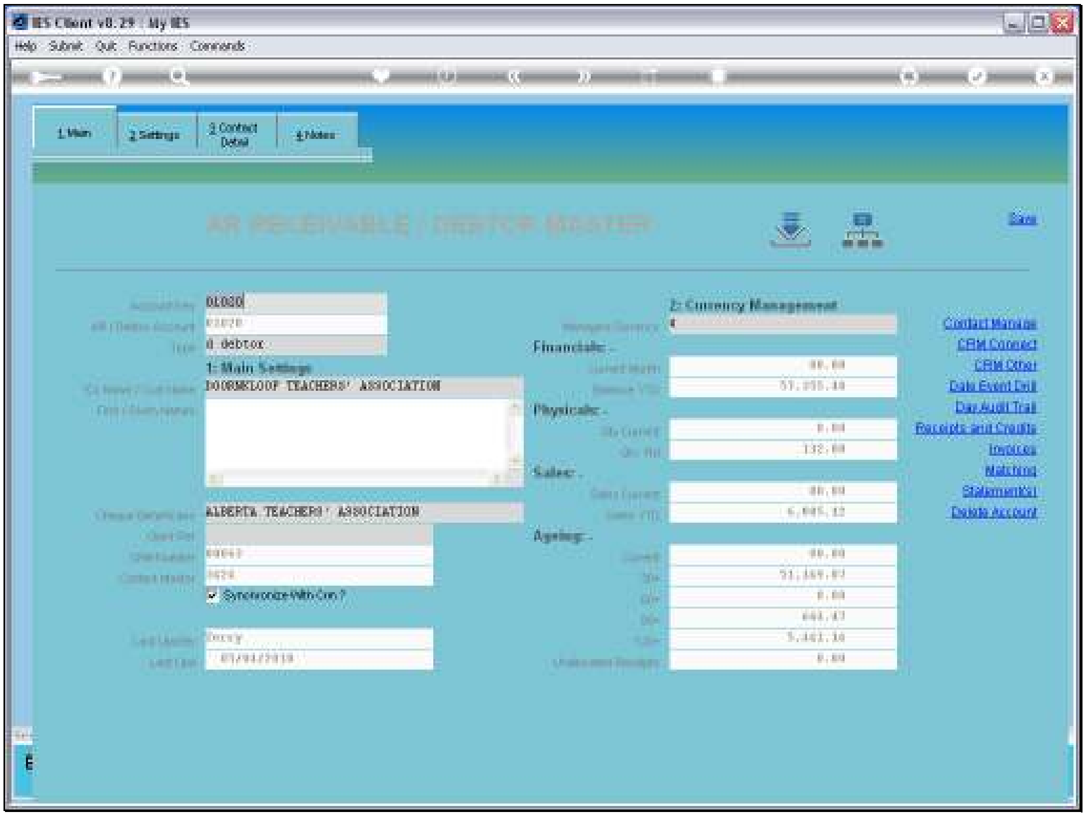
Slide notes: As we see here, all the Account Names starting with the specified text.



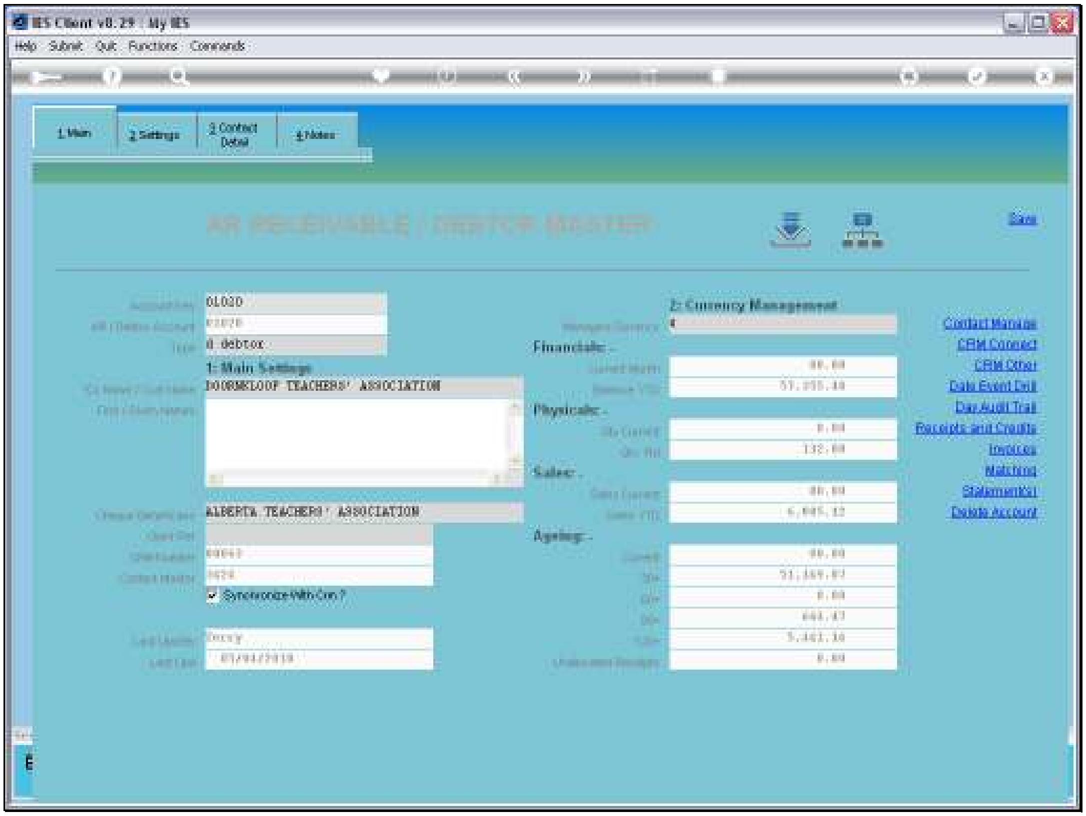
Slide 31
Slide notes:



Slide 32
Slide notes:

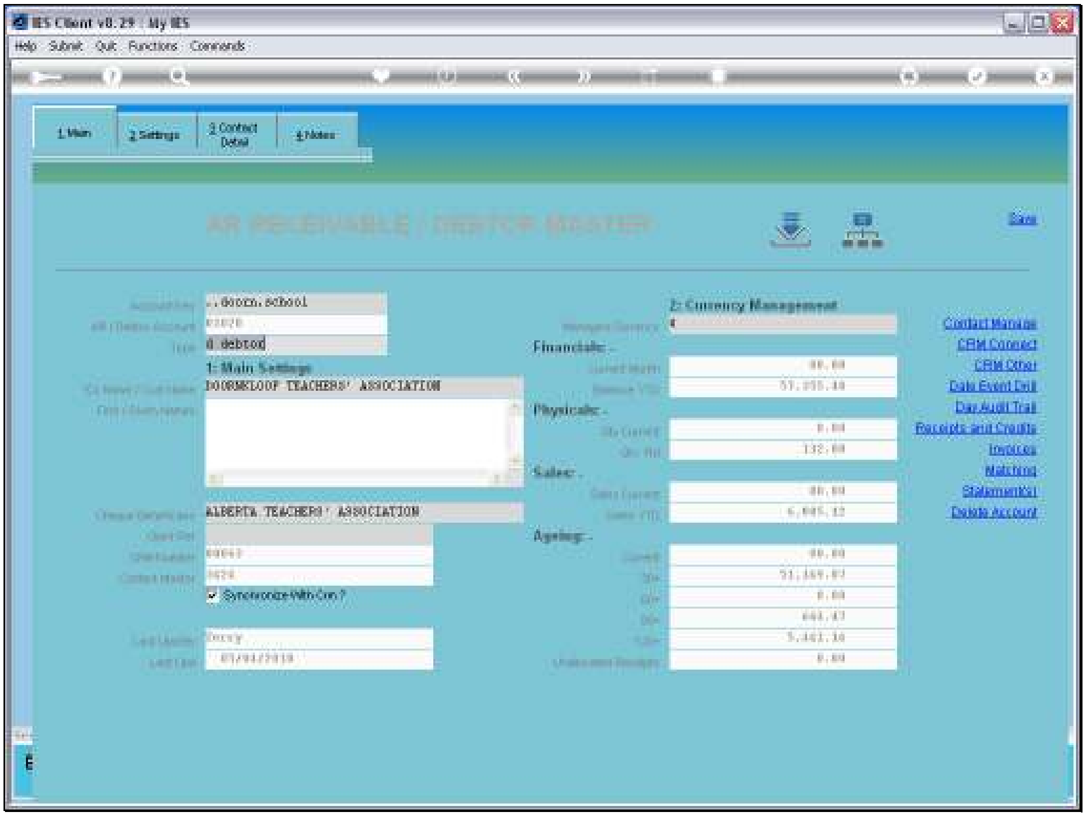


Slide 33
Slide notes:

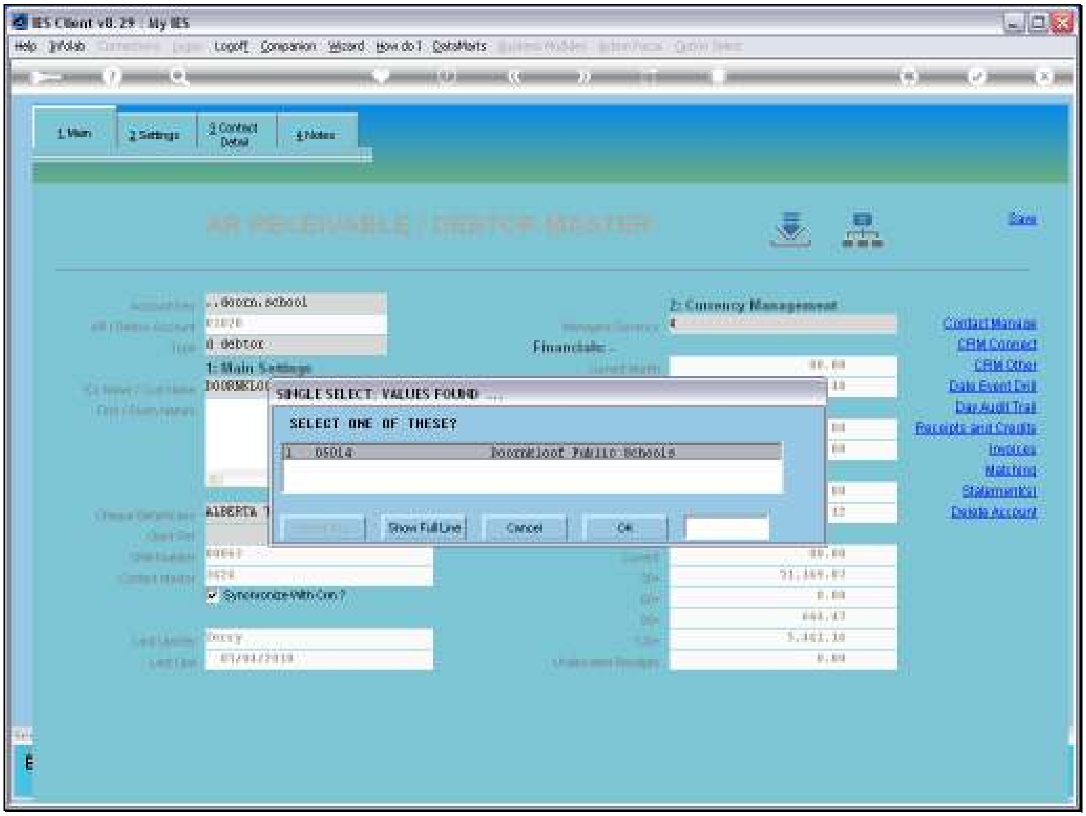


Slide 34

Slide notes: We can use the START WITH text with another 'AND' rule, meaning the text following another '.' MUST also be a part of the Name somewhere.

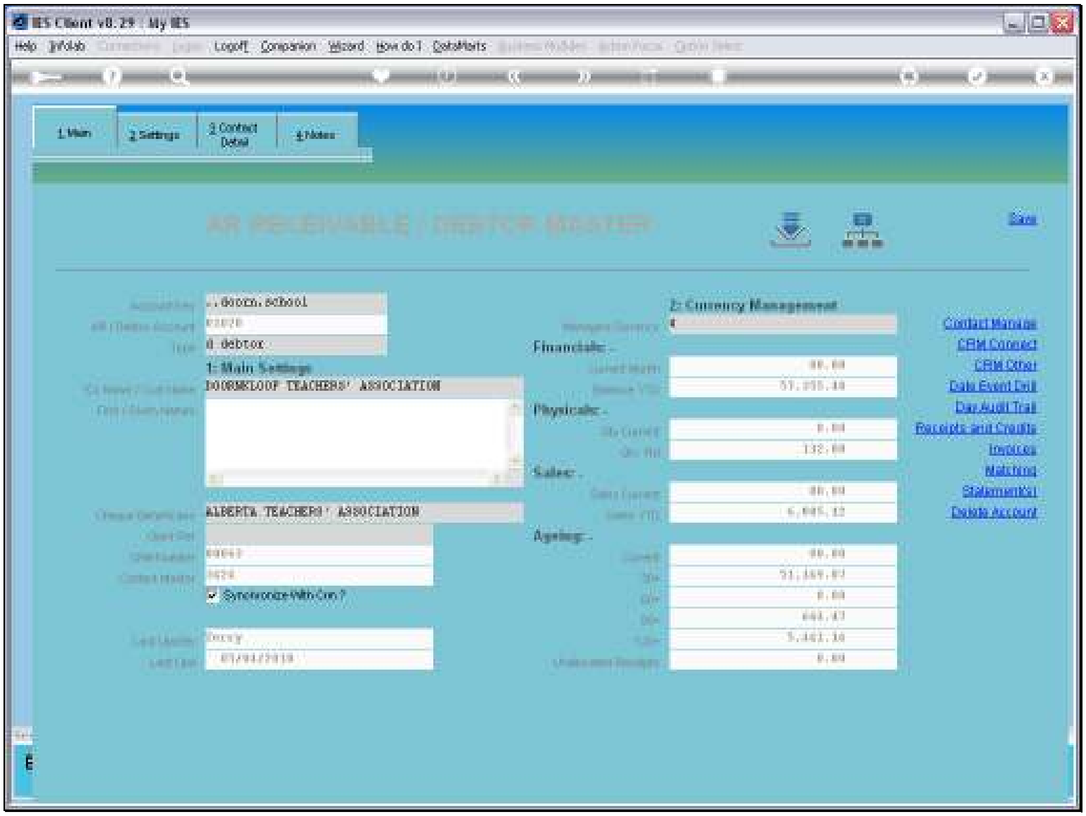


Slide 35
Slide notes:



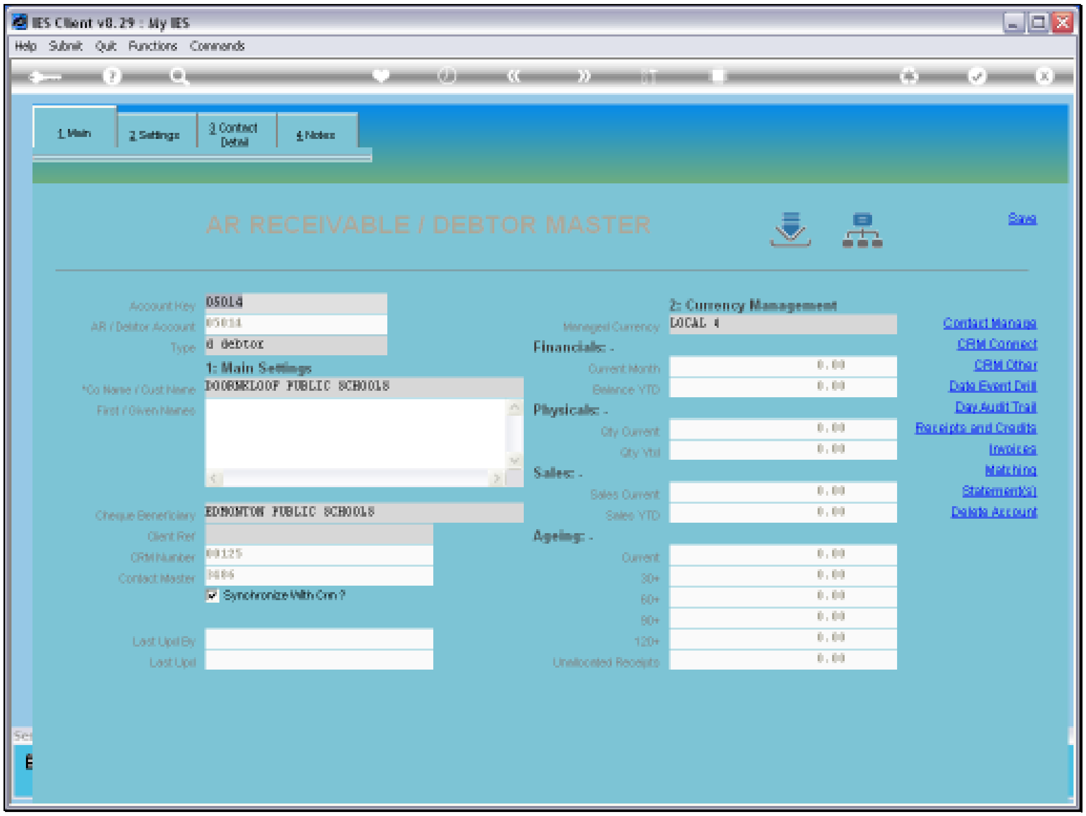
Slide 36

Slide notes: Like this.



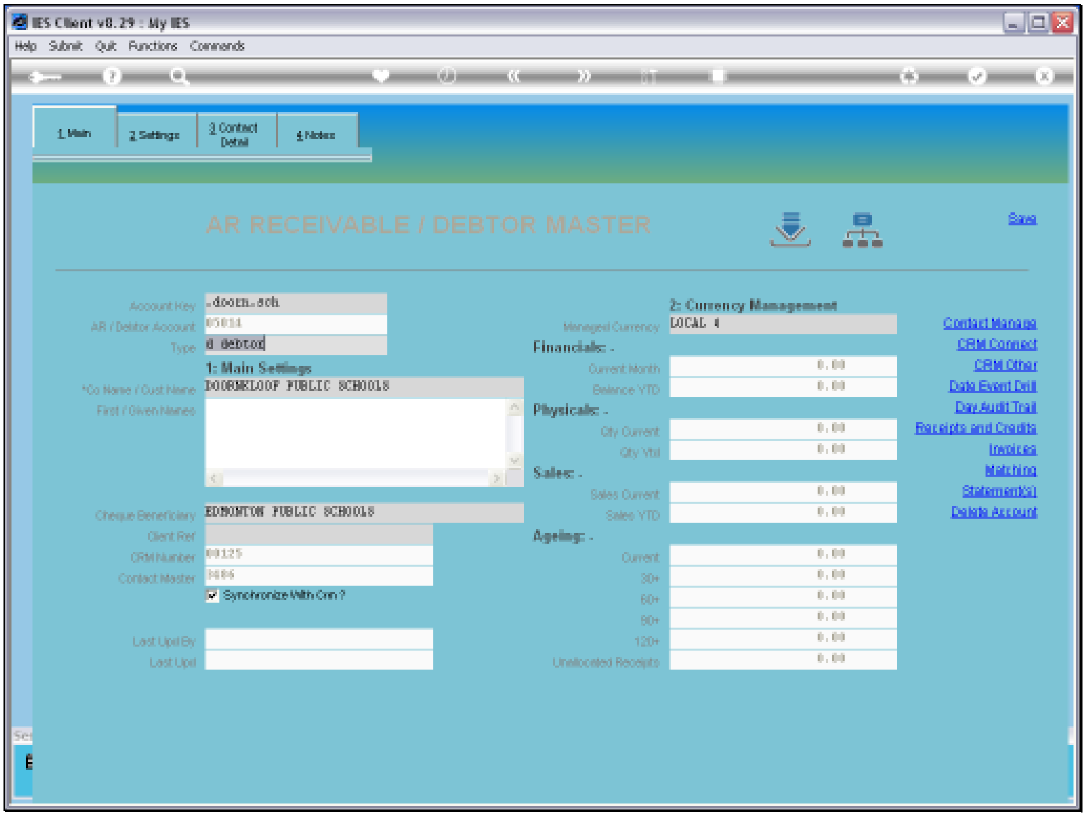
Slide 37

Slide notes:



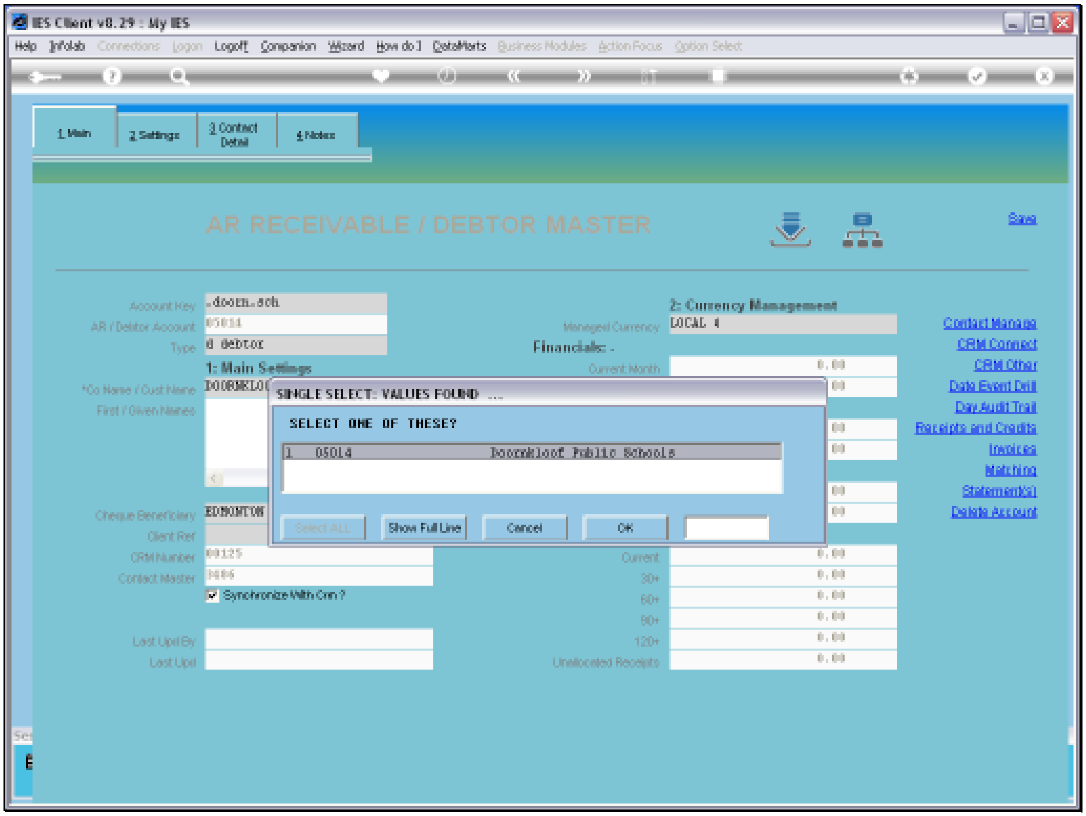
Slide 38

Slide notes: Or, we can just use a single '.' between any number of text pieces, and that means that ALL of these TEXT patterns must be in the Name somewhere, in any order.

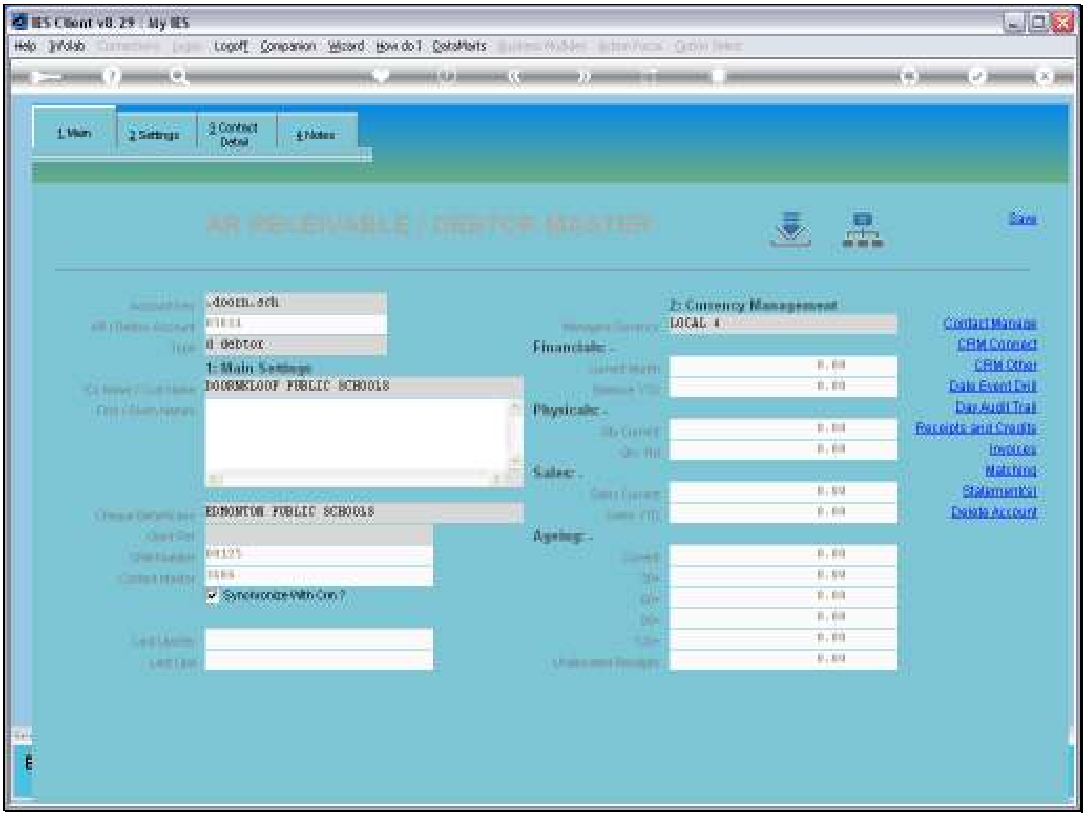


Slide 39

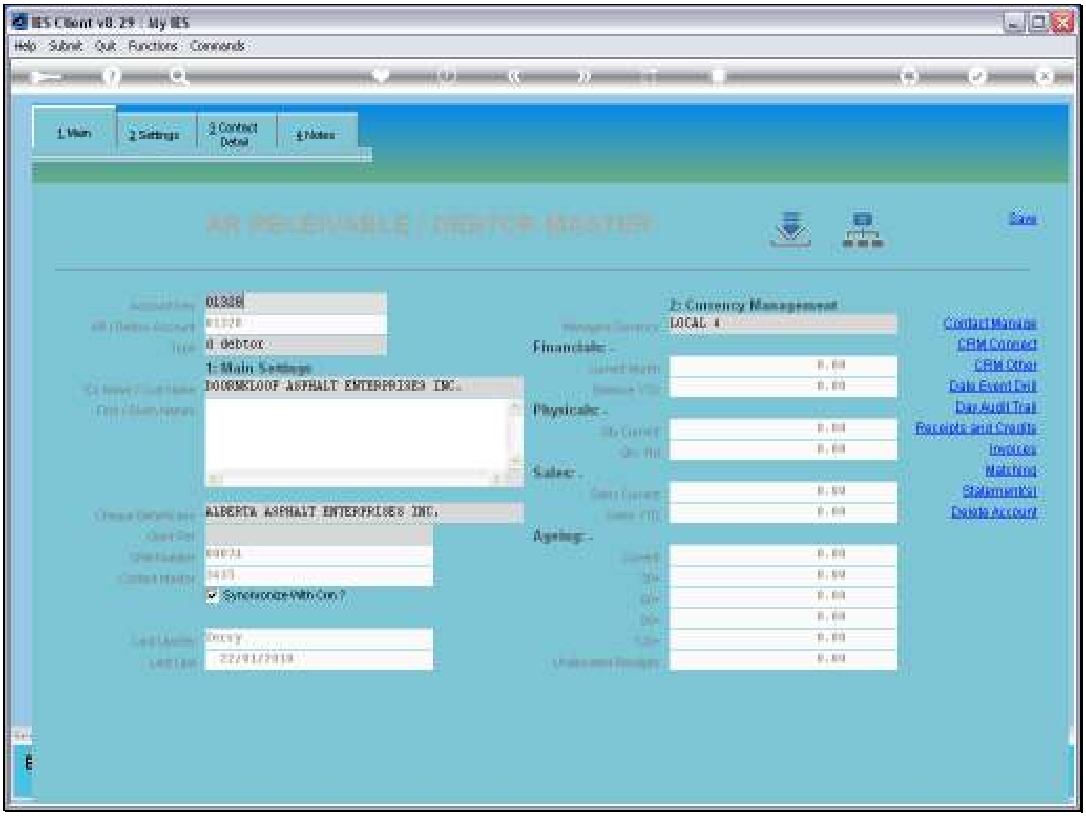
Slide notes:



Slide 40
Slide notes: Like in this case.

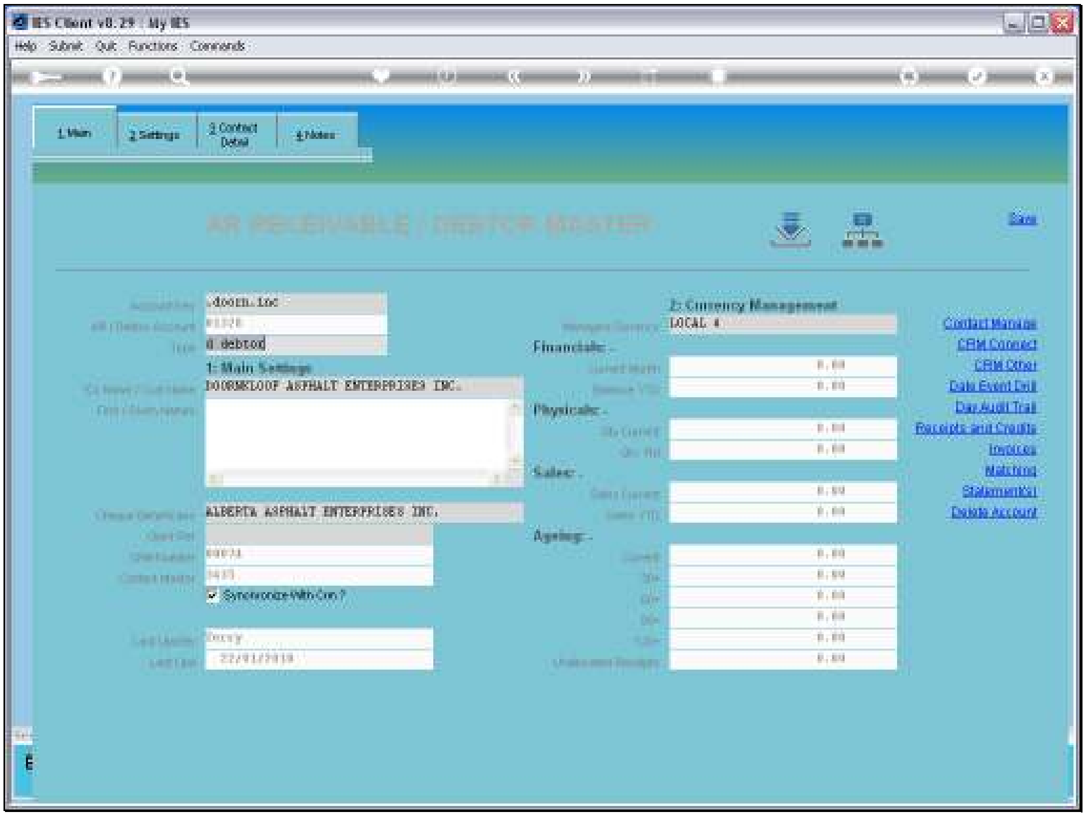


Slide 41
Slide notes:

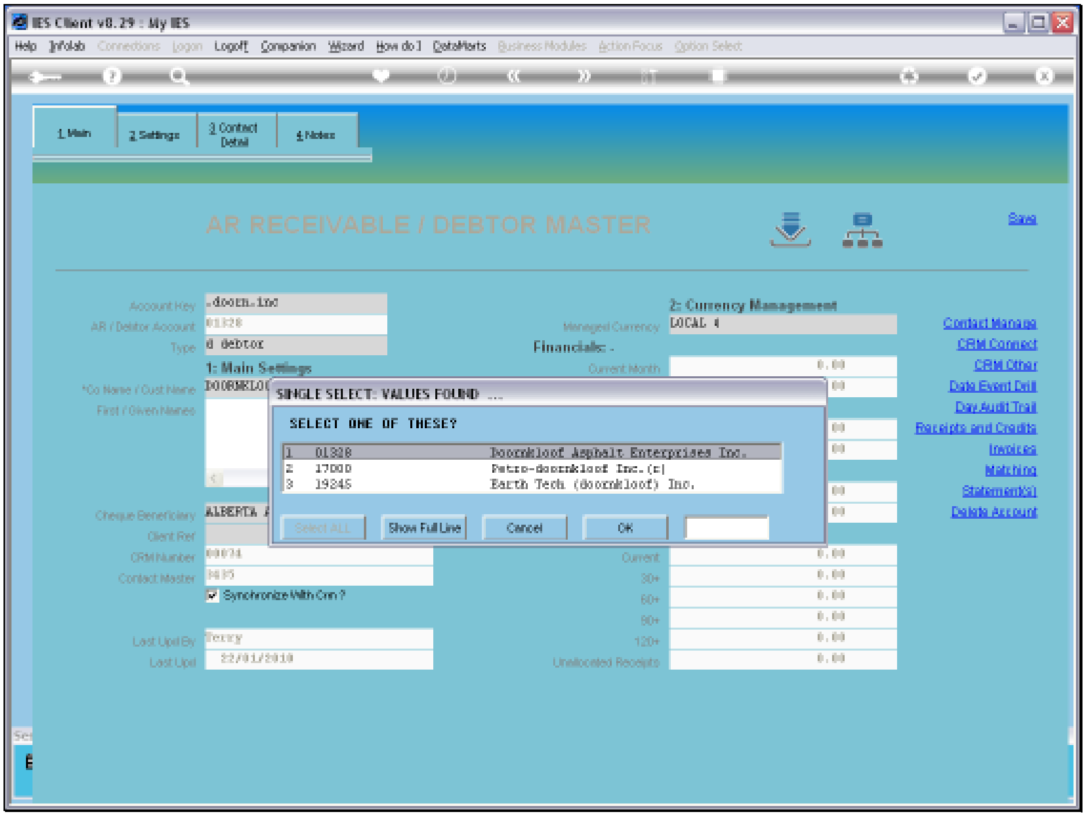


Slide 42

Slide notes:

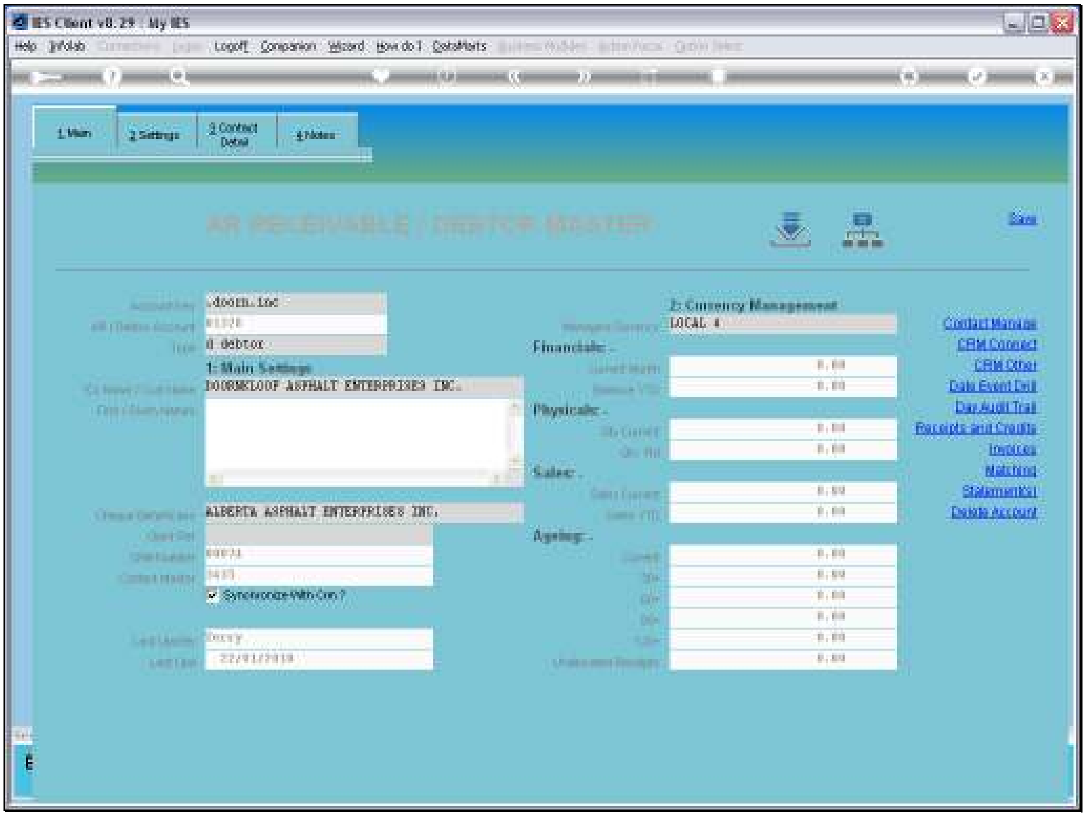


Slide 43
Slide notes:



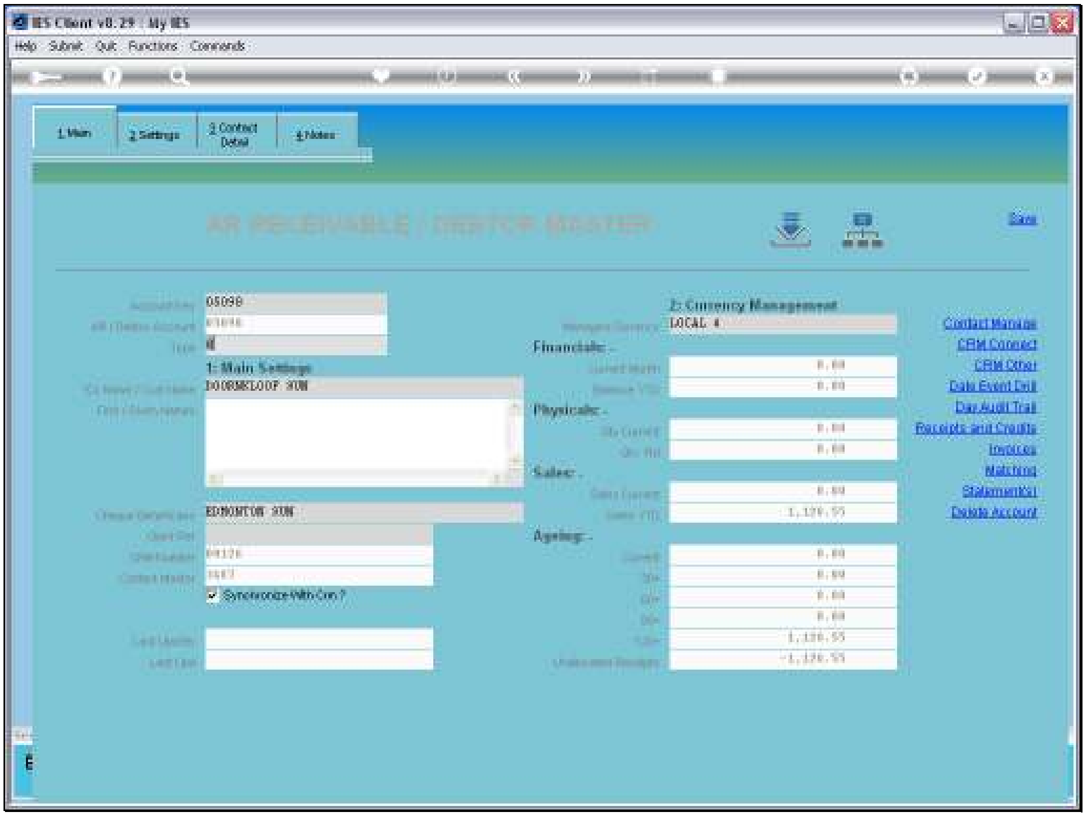
Slide 44

Slide notes: Or as in this case.



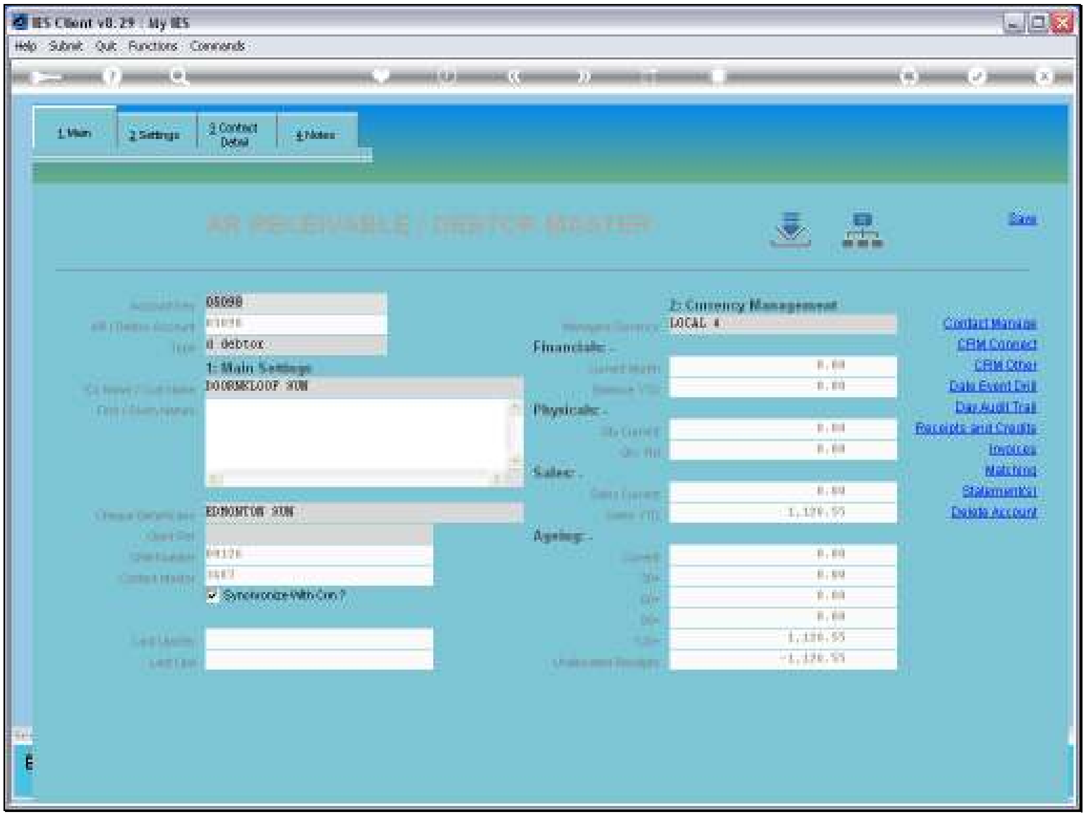
Slide 45

Slide notes:



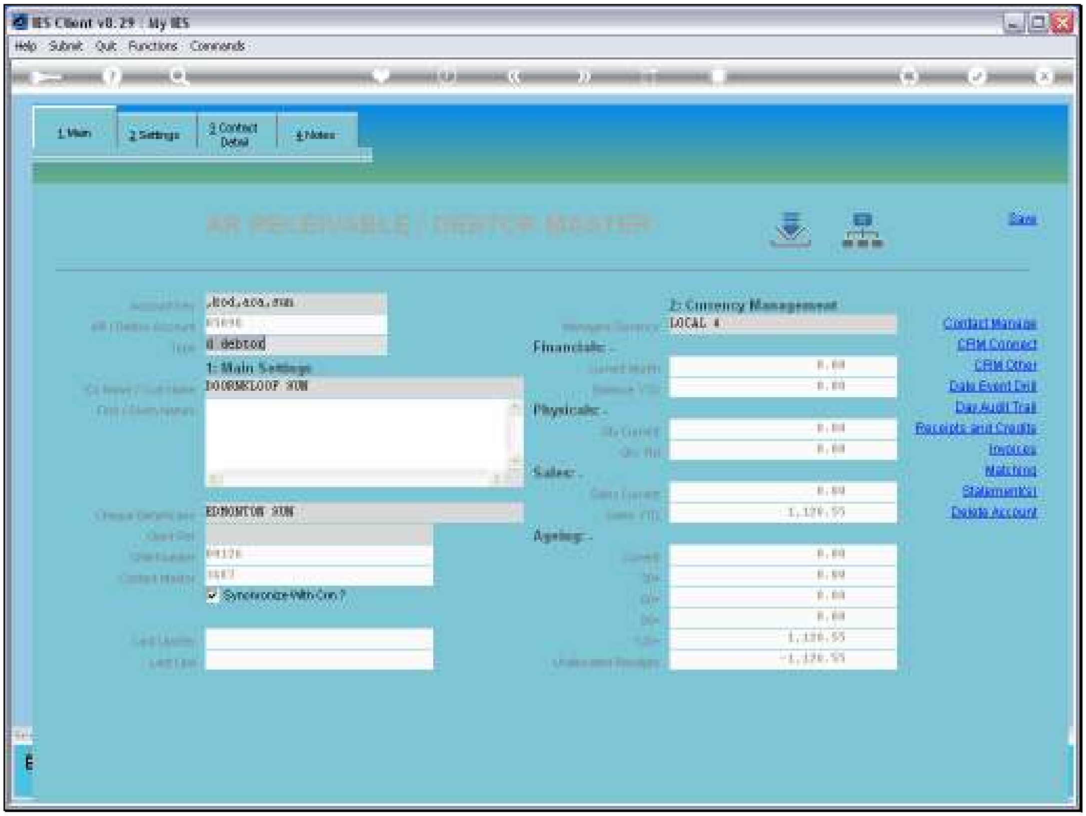
Slide 46

Slide notes:

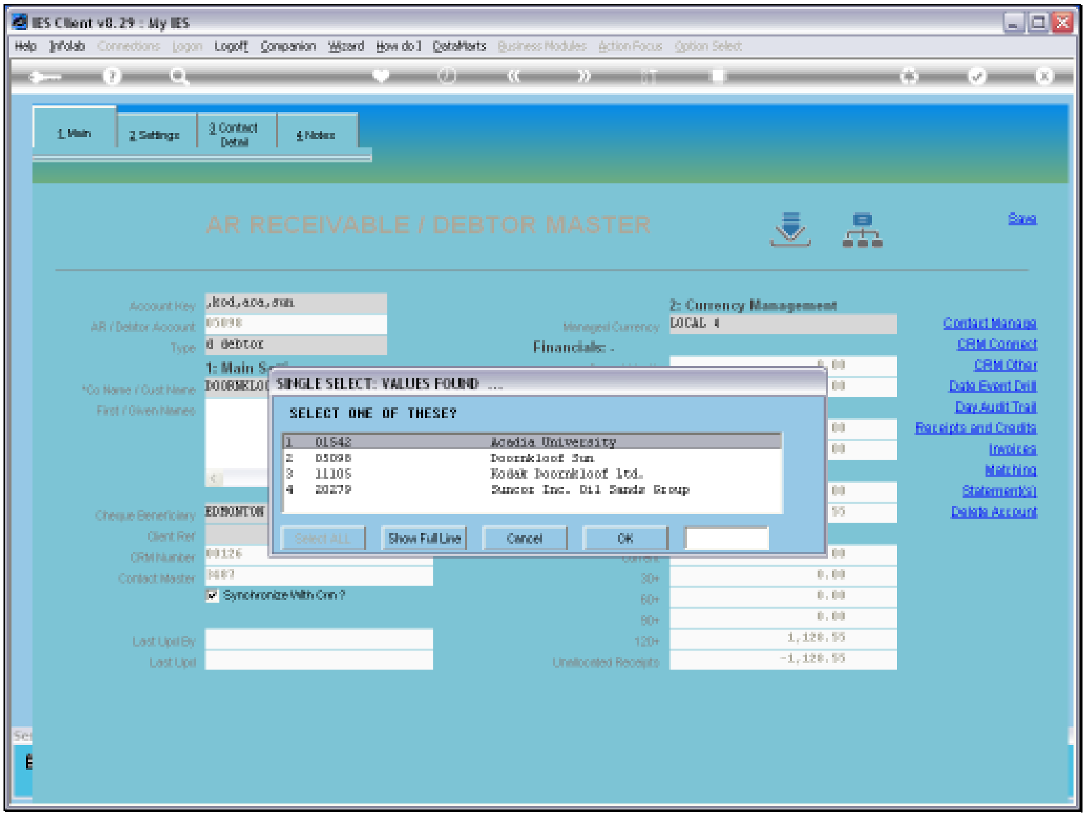


Slide 47

Slide notes: Or, we can use the comma as the 'OR' rule, meaning that the Account Name should include ANY OF the text specified between commas.

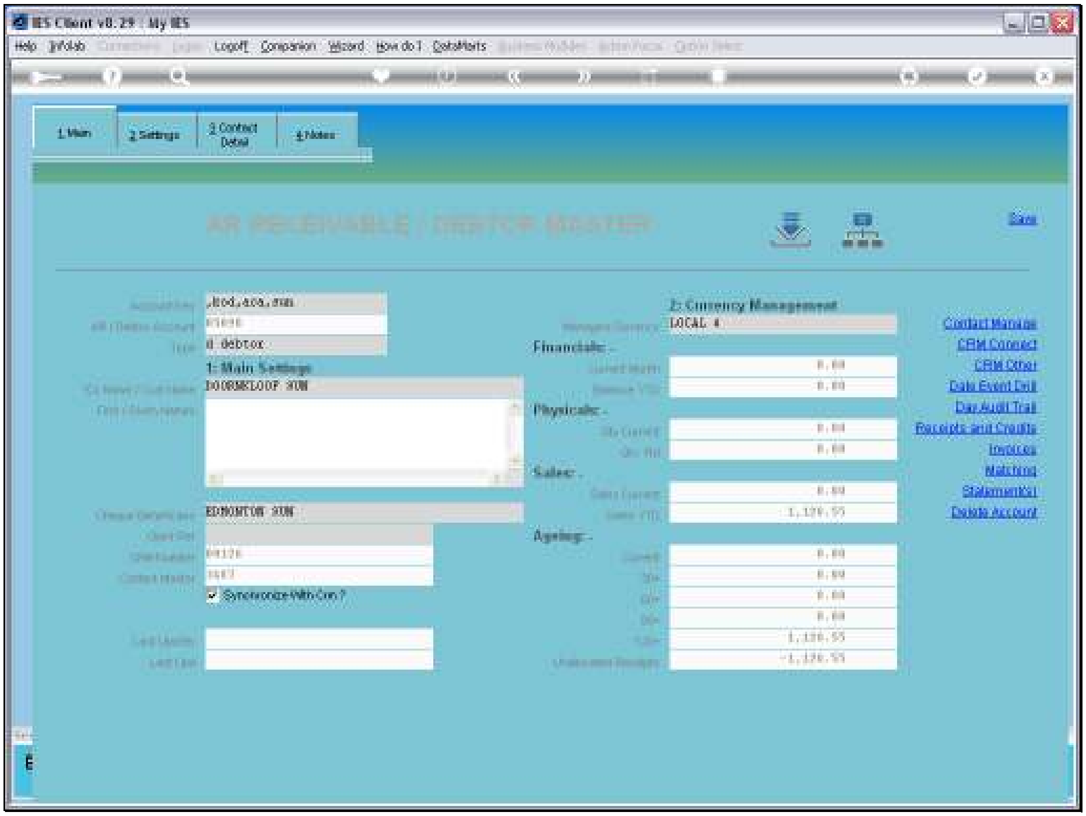


Slide 48
Slide notes:



Slide 49

Slide notes: Each of these Accounts includes at least 1 of the Text patterns that we have specified.



Slide 50

Slide notes: So, we have many tools to easily and quickly retrieve an Account Code that we are looking for.