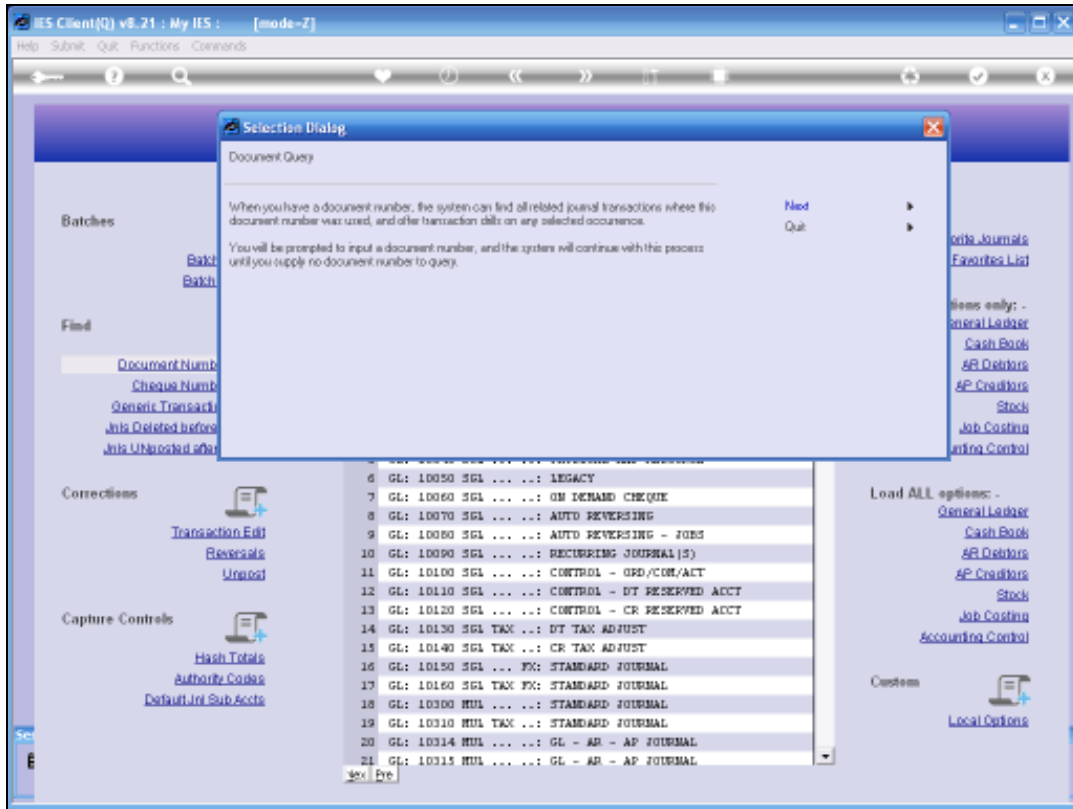Slide 1

Slide notes: A Document Number used on a Journal is supposed to represent and be a tracing link to a formal source document for the Journal. This may not always be the case in practice, but the system will nevertheless track all Document Numbers used on Journals, and by an input of a Document Number, the system is able to lead us to any Journals where this Document Number was ever used. That is quite useful.

Slide 2
Slide notes:

Slide 3
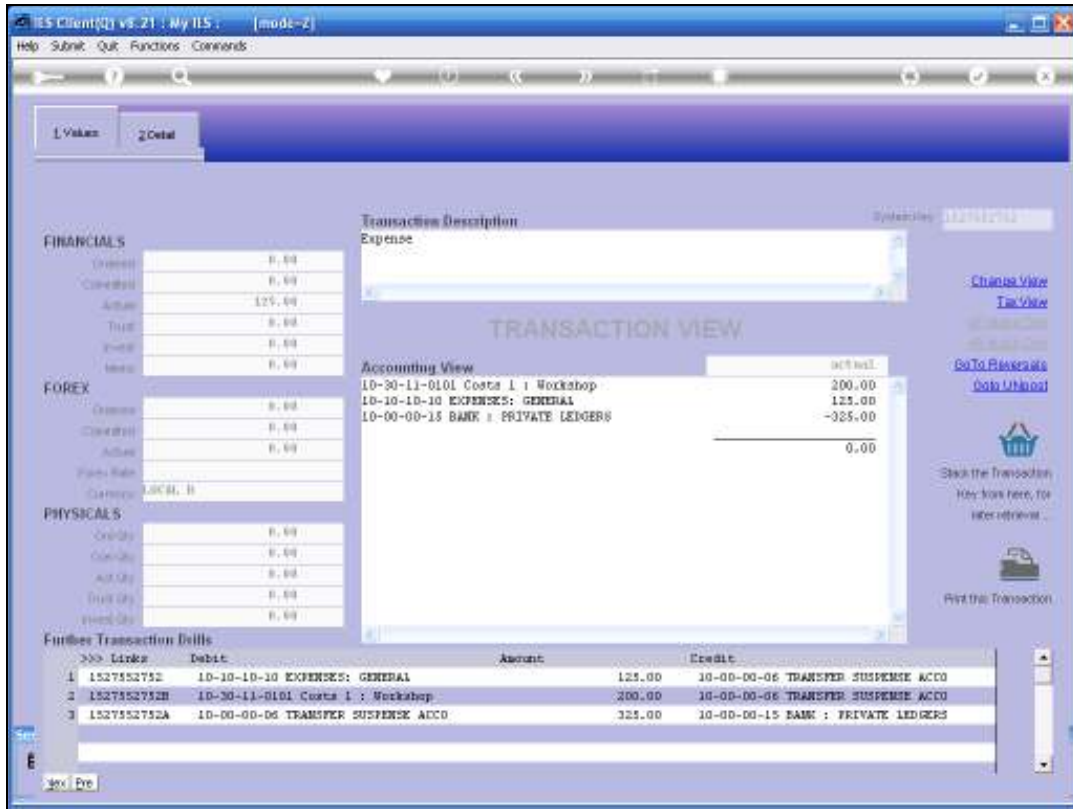Slide notes:

Slide 4
Slide notes:

Slide 5

Slide notes: This is a list of Transactions where that Document Number was used. They may possibly all be from the same Journal, or possibly from different Journals. When we select an option shown here, that will lead into a Transaction drill where we can see the details of the Journal.

Slide 6
Slide notes:

Slide 7

Slide notes: And here is the Journal.

Slide 8

Slide notes: When we leave the drill, we can select another option or we can cancel to return to a new Document Number search.

Slide 9

Slide notes:

Slide 10
Slide notes:

Slide 11

Slide notes: Now we can enter another Document Number, or we can select 'cancel' to quit.

Slide 12

Slide notes: So we can see that it is very easy to find Journals where a specific Document Number was used.