## Exercise 13: Use Bank management workspaces

You will explore the Bank management workspace.

1. Navigate to **Cash and bank management > Workspaces > Bank management**.
2. Under the **Balance** area, In the Select field, select **'All bank accounts**'.
3. At the bottom of the chart control Select **All** time frames.
4. Select **All bank accounts** tile. This shows the bank accounts list page.
5. Select **Balance**. View the balance.
6. Select **OK**
7. Select **Transactions**. View all posted transactions.
8. Select **Voucher**. View all vouchers.
9. Select **Transaction** **origin** to see where this transaction was originated from.
10. Close the page
11. Select **Accounting source explorer** and review the details.
12. Select **Export**, to save it locally, to OneDrive, or SharePoint, or select **Cancel**
13. Close the **Accounting source explorer** page.
14. Back button out of the **Voucher** **transactions** page.
15. Close the **Bank transactions** page.
16. Select the **Manage Payments** tab on the Bank Account Table form and **select** **Deposit slips** to view existing deposit slips.
17. Close the **Deposit slips** page.
18. Close the **All bank accounts** page.
19. On the Bank management workspace, under the **Related information** section select **Bridged transactions** to view existing bridged transactions.
20. Close the page
21. Under the **Related information** area, Select **Bank transactions**, and note you are directly navigating to the transactions form of the bank.
22. Close the page
23. Select **Bank account transfers**.
24. In the **Show** field, select **Posted** to see posted transactions.
25. Select the row for any of the posted journals.
26. Select **Lines** to view the journal lines.
27. Close the **Journal voucher** page.
28. Close the **General journals** page.