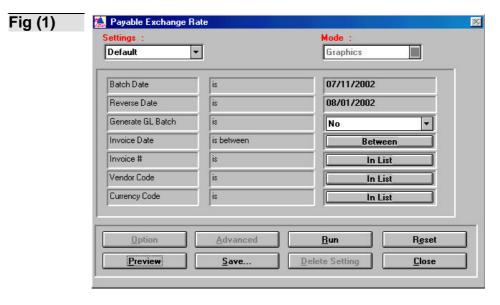
Payable Exchange Rate Report

This report performs two important tasks for users who conduct business dealings in multi currency:

- a. It prints the amount differences whether negatively or positively of the invoices that still have opened balance as a result of changing the exchange rate.
- b. It generates a GL journal batch for the **Total Different Amount** of the invoices within your chosen criteria.

Now lets have a look on how this report works:

1. From the Output menu of the ACCOUNTS PAYABLE module, Choose Payable Exchange Rate.



- 2. Set your criteria using the option grid screen. For more Information about the option grids see the table below.
- 3. Click **Preview** to view the report data on the screen or click **Run** to:
 - A. Generate a journal GL batch (in case you chose: Generate a GL batch: Yes) and
 - B. Print the report on your printer. See report sample below

NOTE

Note that the GL journal batch will not be generated if you click the **Preview** button. It will only be generated when you click **Run**.

Option Grids

Option	Description						
Batch Date	Enter a valid date, namely; a date that falls within an open (not locked) accounting period. Note that the date you enter here will be the batch date.						
	This field shows the system date as the default value.						
Reverse Date	Enter the reverse date. The default value of this option will be the first day of the month following the batch date.						
Generate GL Batch	This option is the most important one in the report because it enables and disables generating a GL Journal Batch.						
	Set this option to " No ", if you do not want to generate a GL journal batch now. You can use the report just to view the difference in invoices amounts as a result of modifying the exchange rate.						
	Or set this option to " Yes " to generate a GL journal batch. In this case the system will check the validity of the above dates. Note that the GL journal Batch will not be generated until you click Run .						
NOTE	If the chosen batch date falls within a period that contains a batch record, this batch must not be posted or approved.						

Option	Description
Exchange Rate Account	Type in the account code of the exchange rate. Or type "?" and press "ENTER" to browse and select one from the browse list. The account code entered here has to be a valid code in the GL chart of accounts. Note that this field will not appear unless you toggle the Generate Entities option to "Yes".
AP Account Code	Type in the account code of the AP. Or type "?" and press "ENTER" to browse and select one from the browse list. The account code entered here has to be a valid code in the GL chart of accounts. Note that this field will not appear unless you toggle the Generate Entities option to "Yes".

Invoice Date, Invoice #, Vendor Code, Currency Code These four options are filtration conditions to narrow the scope of the data that will be displayed in the report. Select a date range for invoices, invoice numbers, vendor codes, and currency codes respectively. If you did not use any of the filtration conditions, the system will by default show all the invoices that are due to be paid.

Sample of the Payable Exchange Rate report

By : ARIA_86218 Time : 10:47:31	Pavable Eychange Rate						
Current Currency : CAD nvoice No. Inv. date	Vendor Code Current Rate : 1,5000 Vendor/Company name	Invoice Amount	Invoice Balance	Original Rate	Original Amount	Current Amount	Different Amount
12345 07/09/2002	ABCUTI AB Cutting Services	1,000.00	*******	0.90	450.00	750.00	-300.00
Currency: CAD Sub	total	1,000.00	500.00		450.00	750.00	-300.00
Grand Total :					450.00	750.00	-300.00