LogicData®

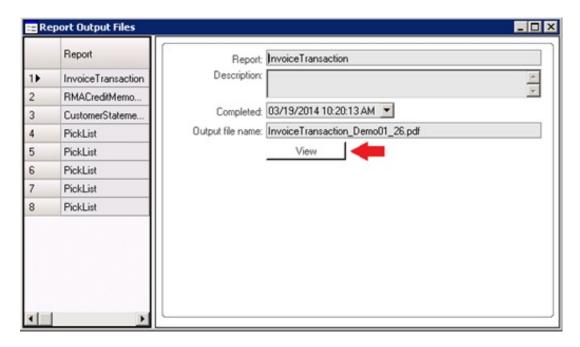
Tips and Techniques Newsletter

Quick Report Views

Did you know?

You can view any reports that you have printed in SyteLine via the Report Output Files form.

Every time you print a report a copy of that report is automatically saved by the background task manager in a directory that is established by your administrator. This gives you the ability to view any report you have run in the past.

Using a Period

Since accounting is so 10-key driven you can also use a period, instead of a dash when typing the date: 12.12.2014 = 12/12/2014

You can also use a period when typing phone numbers 303.694.4400 = 303-694-4400

After you type the date using a period and hit "tab" or "enter," the date will automatically go back to dashes. Using the period is just another convenient option to use.

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