**Order Form**

Step 1

ORDER FORM = order\_no + date + customer\_no + name + address + product\_code + product\_description + unit\_of\_measure + quantity

Step 2

ORDER FORM = order\_no + date + customer\_no + name + address + {product\_code + product\_description + unit\_of\_measure + quantity}

**Invoice Form**

Step 1

INVOICE FORM = invoice\_no + invoice\_date + date\_due + order\_no + order\_date + customer\_no + name + address + product + product\_description + unit\_of\_measure + quantity\_delivered + unit\_cost + amount

Step 2

INVOICE FORM = invoice\_no + invoice\_date + date\_due + order\_no + order\_date + customer\_no + name + address + {product + product\_description + unit\_of\_measure + quantity\_delivered + unit\_cost + amount}

**Customer Account**

Step 1

CUSTOMER ACCOUNT = customer\_no + name + address + credit\_limit + number + invoice\_credited + date + amount + invoice\_paid\_date + balance

Step 2

CUSTOMER ACCOUNT = customer\_no + name + address + credit\_limit + {number + invoice\_credited + date + amount + invoice\_paid\_date + balance}

**Payment slip sent to Customer**

Step 1

PAYMENT SLIP = payment\_no + date + customer\_no + name + address + invoice\_no + invoice\_date + overdue + invoice-value + credit + new\_value + (tick)

Step 2

PAYMENT SLIP = payment\_no + date + customer\_no + name + address + {invoice\_no + invoice\_date + overdue + invoice-value + credit + new\_value + (tick)}

**Payment slip returned by Customer**

Step 1

RETURNED PAYMENT SLIP = payment\_no + date + customer\_no + name + address + invoice\_no + invoice\_date + overdue + invoice\_value + credit + new\_value + (tick)

Step 2

RETURNED PAYMENT SLIP = payment\_no + date + customer\_no + name + address + {invoice\_no + invoice\_date + overdue + invoice\_value + credit + new\_value + (tick)}