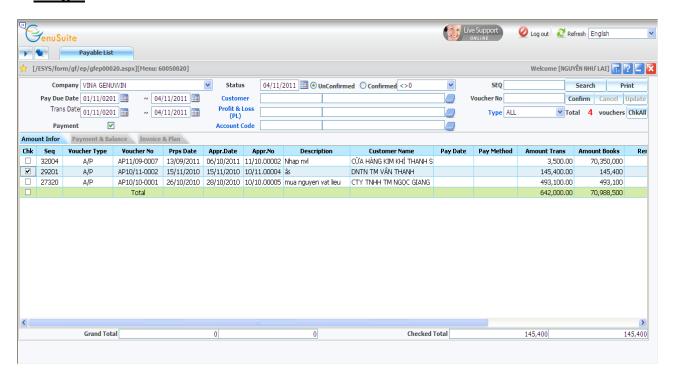# AC.07.01 PAYABLE LIST

1. Path:

FM / AC.07 Payment Management / AC.07.01 Payable List
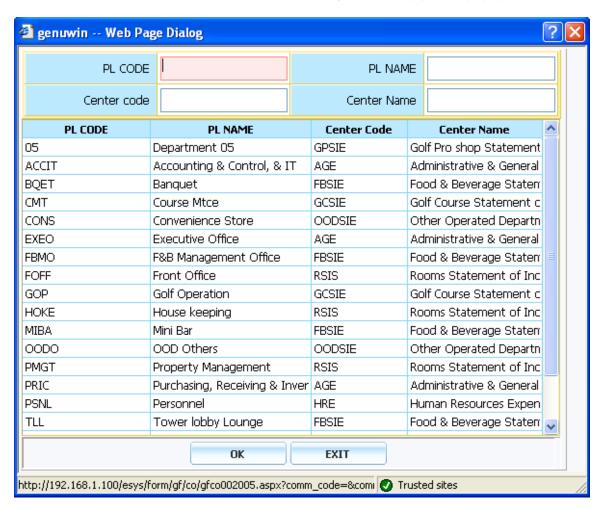
2. Image:

3. Definition:

"AC.07.01 Payable List": is where user can find list of payable and user can begin choosing entries to payment(those entries were approved at Slip Approve).
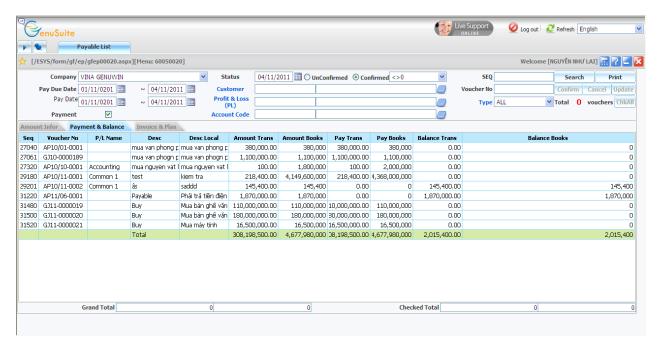
4. How to use:

- Button Search: user press here to find payable list follow: trans date, partner, account, PL, seq, voucher no…. Information on report: seq, account code, partner name…
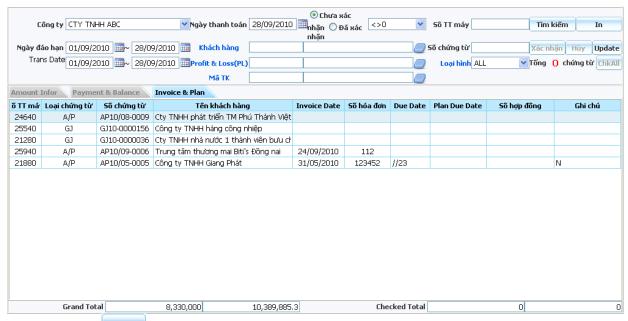- Customer: user can click on blue word to select Customer, system will appear a popup.

- **PL**: user can click on blue word to select PL, system will appear a popup.

- Button **ChkAll**: Press here to check all row to confirm.
- Button **Confirm**: when user want to payment to vendor another account payable so user check that row then press **Confirm**. And now, status of that entry is confirmed.
- Button **Cancel**: press this button to cancel confirm. That entry will return Unconfirm status.
- Button **Update**: press this button to update payment date.
- Tab Payment&Balance: show balance of account payable

- Tab Invoice&Plan: show invoice information and payment plan.

õ TT má	Loại chứng từ	Số chứng từ	Tên khách hàng	Invoice Date	Số hóa đơn	Due Date	Plan Due Date	Số hợp đồng	Ghi chú
24640	A/P	AP10/08-0009	Cty TNHH phát triển TM Phú Thành Việt						
25540	GJ	GJ10-0000156	Công ty TNHH hàng công nhiệp						
21280	GJ	GJ10-0000036	Cty TNHH nhà nước 1 thành viên bưu ch						
25940	A/P	AP10/09-0006	Trung tâm thương mai Biti's Đồng nai	24/09/2010	112				
21880	A/P	AP10/05-0005	Công ty TNHH Giang Phát	31/05/2010	123452	//23			N

Grand Total	8,330,000	10,389,885.3		Checked Total	0	0

- Button **Print**: press here to load data to excel file.