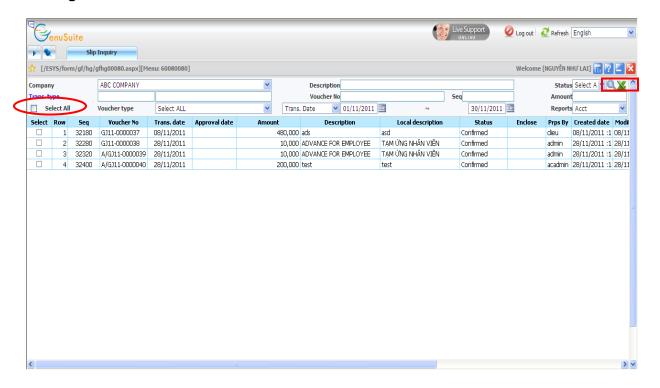# AC.05.02 SLIP INQUIRY

1. Path:

FM/ AC.05 General Jounal/ AC.05.02 Slip Inquiry

2. Image:

3.Definition:

"AC.05.02 Slip Inquiry": form is where user can find all slip which input in system.

4.How to use:

- Button 🔍 search: user choose Company name in the list, Trans type, voucher No, Trans.date, Seq, Status, amount, description.
- ☑ Select All : user check here to select all slips to print. If user don't check here so can check each slip to print.
- Voucher type: choose voucher type to view: AR, AP, general jounal, revc(bank), pay(bank)…
- Status: choose status of slips is confirmed or approved, saved…
- In this form: user can see: seq, voucher no, trans. Date, approval date, amount, description, local description, status,…
- Button ✖: user press this button to print the report after choose report type: accounting slip, Payment, received..