

DESCRIPTION:

This session will review the reports available in COMMANDinvoicing and COMMANDreceivables for your invoice prep routines and analyzing and measuring the financial performance of your customers and your business. Identify your problem customers, understand and utilize reports for Credit Limits, Aged Trial Balance reporting options and Customer Inquiry tools. The email option for Invoicing will also be discussed.

NOTES:

This class content is designed for COMMANDseries Version 2 users running COMMANDinvoicing and COMMANDreceivables. Third party integrations will not be covered in this session.

TOPICS:

COMMANDinvoicing Reports

- Create and save report parameters
- Priced Orders Report
- Price Source Codes
- Preliminary Invoice Register
- Final Invoice Register
- Invoice Run Totals Report
- Emailing Invoices

COMMANDreceivables Reports

- Aged Trial Balance Report
- Percentage Outstanding Report
- G/L Distribution Report
- Sales Tax Report
- Customer Inquiry Report
- Credit Limit Report
- Credit Status Change Report

