



**Report Assistant
for
Microsoft Dynamics™ SL
Accounts Receivable**

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HOW TO USE THIS MANUAL

Flexible reporting is an important part of a company's ability to effectively operate their business. This manual is intended to assist you with flexible reporting in the Dynamics SL Accounts Receivable module. This manual is useful during the creation or modification of reports in the Crystal Report writer. The manual is divided into three parts:

Sort and Select Statements – The first section describes the differences between Sort statements and Select statements. This manual also describes each of the parameters that can be used in a sort or select statement and gives examples of how to use each parameter. This section should be a good reference for users struggling when deciding the Operator to use, or whether to use a Select statement or a Sort statement.

At the end of this section, a **Possible Values Chart** has been included. The chart displays values stored in Dynamics SL for some of the more common fields in the Accounts Receivable module. For example, document type values, batch status values, document status values, etc. When performing Sort and Select statements, you may not be sure of the values for some of these types of fields. The section displays some common fields with possible values.

Data Field Illustrations – The second section contains a picture of data entry screens and maintenance screens for the Accounts Receivable module. There is a reference for each field in the screen noting the table and field where the data from the field is stored in the Dynamics SL data files, as noted through the Customization Manager module. For example, when entries are made in the **Invoice and Memo (08.010.00)** screen, the values entered in the Customer ID field are stored in the Ardoc file, in a field named Custid. To illustrate this, the page in the second section of this guide with the **Invoice and Memo (08.010.00)** screen includes a reference to the Customer ID field, noting the values for the field are stored in Ardoc.custid.

When printing a report, determining the field to be used in a Sort or Select statement is not always easy. You may know the field where the data was entered in a screen, but you are unsure of what the field is called and the table where the field is stored. With the information in this section, you can quickly determine the entry needed in the Sort or Select Field.

Report Information – The third section contains pertinent information about each report in the Accounts Receivable module. The following information is contained in the section:

Master table – When using Sort and Select statements for printing reports, knowing the master table name is important. If the field chosen for the Sort and Select statement is from the master table, the result can be faster report processing and more accurate results.

Sort order – If a report is sorted differently than designed, report totals and subtotals may be inaccurate. Knowing the fields the report currently uses for the sort order may help you produce accurate reports when using sort statements.

Report name as stored in Crystal – If you need to access the report for modification or copying, having the report name is important. Many reports have multiple formats available, which makes determining the correct report to retrieve more difficult.

Sort/select field examples – A table is included with Sort and Select fields for many of the more commonly used report filters for each report.

SORT AND SELECT STATEMENTS

Overview

Each of Dynamics SL's report screens includes a Sort tab and a Select tab that allows you to specify parameters used to limit the information included on reports. This section is intended to assist you with using these Sort and Select options.

What is the difference between a Sort statement and a Select statement? Select statements limit the records to be included in a report. For example, if you enter a Select statement to include only one Customer ID in a report, only records meeting the specified criteria is included in the report. If no records are found to match the Select parameters entered, the report still prints, but no data is displayed.

Sort statements modify the sort order of the report. The report still contains all of the data that is in the original report, but the Sort statement changes the order of the records when the records are printed.

You can create multiple Sort and Select statements in one report.

The Sort and Select tabs are available for all reports. However, the available fields for Sort and Select statements vary based on the tables associated with the report.

When creating Sort and Select statements, be aware that the results might not always be what you expect. Reports are written with specific grouping criteria and sort orders. When other fields are entered for Sort or Select parameters, the report may not print or total properly. Section 3 of this manual details the master table and default sort order for each report.

Select Statements

As noted earlier, a Select statement is used to limit the records to be included in a report. A Select statement is similar to a filter. The Select tab is used to specify fields, operators, and values that control the records to be included in the report.

The Select tab contains multiple rows, with four fields per row. These four fields include: Field, Operator, Value and Boolean. These fields are discussed below, along with examples.

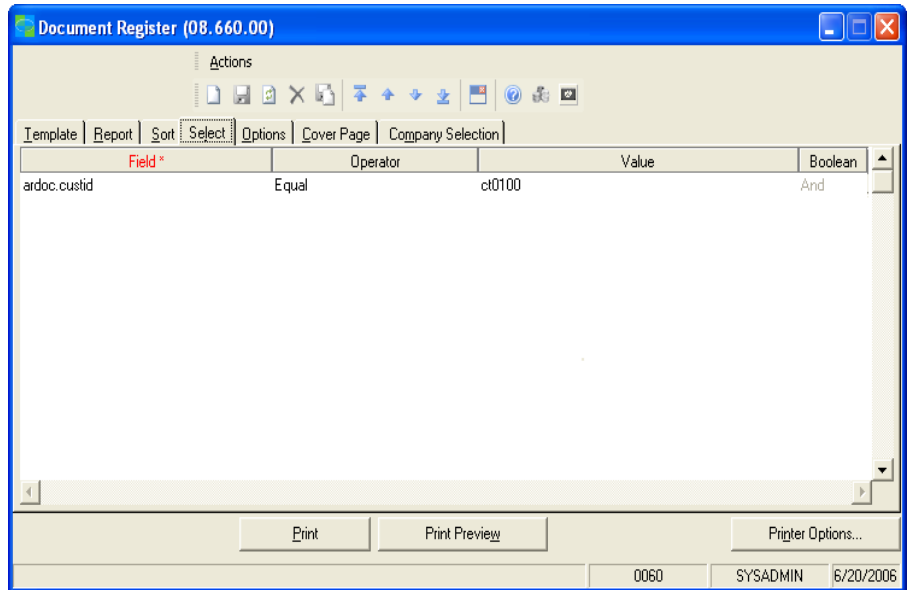


FIGURE 1 – SELECT TAB

Field

The Field field is used to specify the table and field name to be used to filter the records in the report. In the Field area, you can use Dynamics SL's F3 inquiry function to view a list of available tables, views and fields for the report. Sections 2 and 3 of this guide can be used as a reference for these field names.



NOTE: The list of available fields may include fields that are not used in the report. If you use a field in the Select statement that is not used in the report, you may get a blank report. See Section 3 for examples of fields commonly used for Sort and Select statements for each report.

Occasionally, you may need to add a field to the Field list to be used in a Select statement. Adding the ROI SELECT function to the report through Crystal Reports can be used to add the field. Refer to Technical Bulletin 2426 for information on this process.



NOTE: ROI stands for Report Options Interpreter..

Operator

The Operator field controls the type of filter to apply to the records when the system is gathering data for the report.

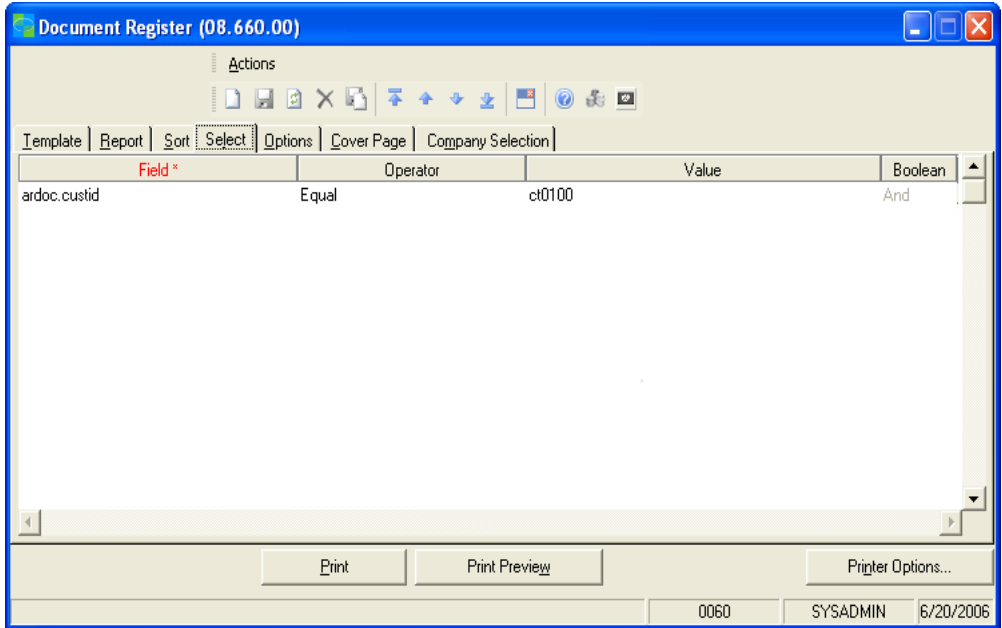


FIGURE 2 – SELECT TAB

Begins with

The Begins With Operator is useful when you need a report for a group of records with a common factor. For example, if you need a report including Customers with an area code of 307, the following statement can be used.

Field	Operator	Value	Boolean
Customer.phone	Begins With	307	And

Between

Use Between when the report needs to only include records between a beginning and ending range. In the Value field, separate the first and second values with a comma or and. In the following example, the report includes information for documents with reference numbers 001200 through 001218, inclusive.

Field	Operator	Value	Boolean
Ardoc.refnbr	Between	001200,001218	And
Ardoc.refnbr	Between	001200 and 001218	And



NOTE: When using between, the report includes records matching the first and second values. For example, 001200 and 001218 are included in the report.

Contains

The Contains Operator is used to select records that have a specified value in a field. In the following example, the statement used displays records for Customers that have Inc. in the name.

Field	Operator	Value	Boolean
Customer.name	Contains	Inc.	And

Equal

Use Equal for an exact match. In the following example, only records for Customer C303 are included in the report.

Field	Operator	Value	Boolean
Customer.custid	Equal	C303	And

Greater than

Greater than is used to include records larger (higher) than the value specified. In the following example, only documents with dates after January 31, 2006 are included in the report.

Field	Operator	Value	Boolean
Ardoc.docdate	Greater than	01/31/2006	And

Greater than or equal to

Greater than or equal to is used to include records containing the value entered, as well as records greater than the value. In the following example, all documents dated January 31, 2006 are included in the report, along with documents dated after January 31, 2006.

Field	Operator	Value	Boolean
Ardoc.docdate	Greater than or equal to	01/31/2006	And

In

The In Operator works similarly to the Equal Operator, but allows you to specify multiple items in the Value field. In the example below, records for Customer IDs C301, C455 and C650 are included in the report. If there are no records for one of the values specified, the record does not print. However, records for the other two values still print on the report.

Field	Operator	Value	Boolean
Customer.custid	In	C301, C455, C650	And

Is NULL

Using the Is NULL Operator includes records on the report where the selected field is empty. In the example below, the report includes Customers where no entry has been typed in the Terms ID field. When using Is NULL, the Value field must be left blank.



NOTE: The Is NULL operator is not applicable with this version of Dynamics SL.

Field	Operator	Value	Boolean
Customer.terms	Is NULL		And

Is not NULL

Is not NULL works the opposite of the Is NULL Operator. Is not NULL is used to include items on a report where a specified field is populated. In the example below, a Customers (08.650.00) report prints only Customers that have a value in the Currency ID field.



NOTE: The Is not NULL operator is not applicable with this version of Dynamics SL.

Field	Operator	Value	Boolean
Customer.curyid	Is not NULL		And

Less than

The Less than Operator is the opposite of the Greater than Operator. The Less than Operator is used to select records where a specified field is less than the amount in the Value field. In the example below, the report includes Customers with total balances less than \$1,000.

Field	Operator	Value	Boolean
Vr_08650d.currbal	Less than	1000	And

Less than or equal to

The Less than or equal to Operator works the same as the Less than Operator. The Less than or equal to Operator also includes records with a value equal to the amount in the Value field. In the example below, the report includes Customers with balances of \$1,000 or less.

Field	Operator	Value	Boolean
Vr_08650d.currbal	Less than or equal to	1000	And

Not between

The Not between Operator is used to print a report for values outside a particular range. In the example below, the report includes all Customers except for Customers located between the 43512 and 43522 zip codes.

Field	Operator	Value	Boolean
Customer.zip	Not between	43512,43522	And
Customer.zip	Not between	43512 and 43522	And



NOTE: When using Not Between, the report does not include records matching the beginning and ending values specified. For example, Customers that are located in 43512 and 43522.

Not contains

The Not contains Operator is used to exclude data from a report. For example, if you wanted to exclude all Customers that do not have Dear in the Salutation field. Note that any Customer with Dear in the Salutation field is excluded.

Field	Operator	Value	Boolean
Customer.salut	Not contains	Dear	And

Not equal

The Not equal Operator is used to exclude specific data from a report. For Example, the report excludes all Customers located in the state of Ohio.

Field	Operator	Value	Boolean
Customer.state	Not equal	OH	And

Not in

The Not in Operator is similar to the Not equal Operator, but allows you to specify multiple items in the Value field. In the example below, the report excludes Customers located in the state of Ohio and the state of Michigan.

Field	Operator	Value	Boolean
Customer.state	Not in	OH, MI	And
Customer.state	Not in	OH and MI	And

Value

The Value field is used to specify data that Dynamics SL uses to compare with when selecting records to be included or excluded in the report. The previous section includes many examples for the Value field. However, there are additional functions available.



NOTE: The Value field is limited to seventy (70) characters.

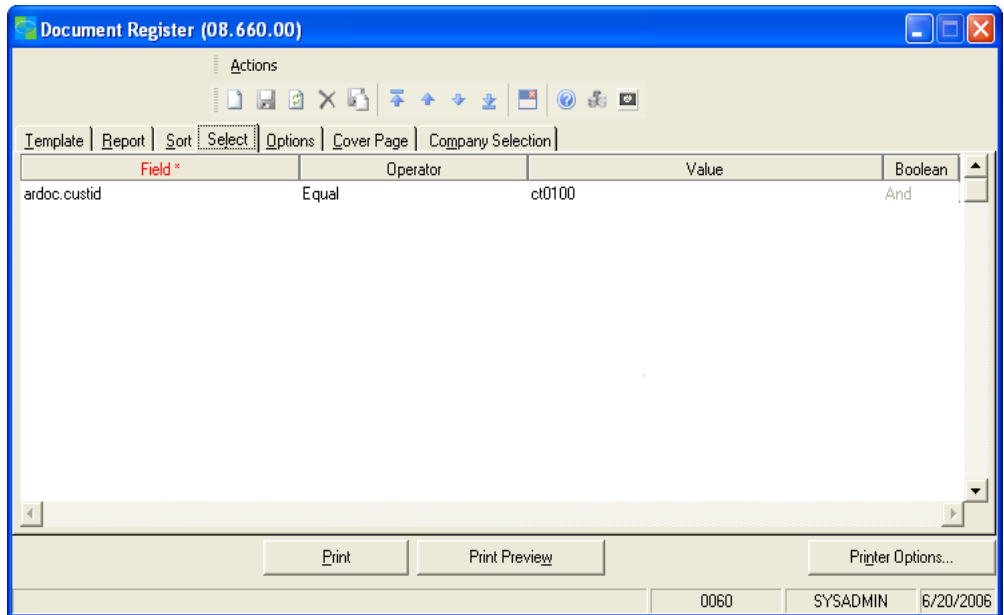


FIGURE 3 – SELECT TAB



NOTE: The Possible Values section on Page 26 contains helpful information about values for True and False fields, Active and Inactive fields, checkboxes, etc.

Wildcards

Dynamics SL supports the use of wildcards in the Value field of select statements. In the following example, the report includes information for all Customers with the Account Receivable Subaccount with 50 as the third and fourth characters. For example, subaccounts 105000, 205010, 255029, and 305045.

Field	Operator	Value	Boolean
Customer.arsub	Equal	??50??	And

A question mark (?) is used when one character needs to be masked. In the above example, subaccount 4050123 is not included in the report because the subaccount is seven characters in length and the value in the Value field is six characters in length. When a variable number of characters or multiple characters need to be masked, an asterisk (*) is used. By changing the value in the previous example to the following example, Dynamics SL returns all subaccounts with 50 as the third and fourth characters, regardless of the subaccount length .

Field	Operator	Value	Boolean
Customer.arsub	Equal	??50*	And

Date Values

When using date values, you need to include the forward slashes (/) in the date. Quotes are not necessary. The month and day may be typed with or without leading zeroes, and the year may be typed with 2 or 4 characters.

Field	Operator	Value	Boolean
Ardoc.docdate	Equal	3/3/06	And
Ardoc.duedate	Less Than	03/06/2006	And

Dashes and Other Special Characters

Many fields in Dynamics SL may contain dashes or other special characters that require special consideration when specifying values for Sort and Select statements. Sometimes the values must be specified with the special characters and other times not.

The governing factor is whether the special characters must be typed during regular data entry. For example, if you have subaccounts that have been set up with multiple segments, the segments may be separated with dashes or other characters. During data entry, the system fills the separator for you. When making an entry for subaccount 05-25, you only need to type 0525 in the data entry screen. In this case, if you want to use subaccount 05-25 as a Value for a Select statement, the entry will be 0525, without the dash.

In other instances, the special characters may be required. For example, Inventory IDs can be set up with only one segment, and then dashes can be used in the ID field when creating Inventory IDs. In this case, since the dash is not a separator between segments, the dash must be typed during data entry and when used in a Select statement.

For items such as phone numbers, zip codes, and social security numbers, the system supplies the special characters during data entry. Therefore, the characters do not have to be typed during data entry or when used in a Select statement.

In general, the way to test that special characters need to be specified is to open a screen where the item is typed. If you do not have to type the special characters during data entry, then you do not specify the characters in the Select statement.

Fiscal Periods

Special care must be taken when using fiscal periods in Select statements. In many of the report screens, there are fields used to specify the fiscal periods to be included in the report. The fiscal period(s) specified in the report screen are used to select the data based on the Period to Post field associated with documents or transactions

In the Select tab, parameters can be specified to select data based on the Period Entered, Period Closed, Period to Post, etc. If the report screen includes fields for restricting the periods to be reported, and you specify a select statement for Period to Post with a different Period to Post, the report is blank because the data cannot meet both criteria.

For example, the **Document Register** (08.660.00) report has fields in the report screen to specify beginning and ending fiscal periods. If you type 01-2006 in both fields, the report includes only transactions posted to 01-2006. If you then specify the following select statement in the Select tab, the report is blank:

Field	Operator	Value	Boolean
Gltran.perpost	Equal	200602	And

However, the following Select statement is allowable. Although the statement is based on a field with a fiscal period value, the statement is searching for items entered in other periods.

Field	Operator	Value	Boolean
Gltran.perent	Less than	200601	And

Although fiscal periods are displayed in screens and reports as month then year (03-2006), the values are stored in the data files as year, then month. Therefore, fiscal periods must be typed in Select statements as shown in the examples above.

Boolean

Often, you may need to specify more than one Select statement in order to print the needed information on the report. The Boolean value defines how multiple Select statements are used.

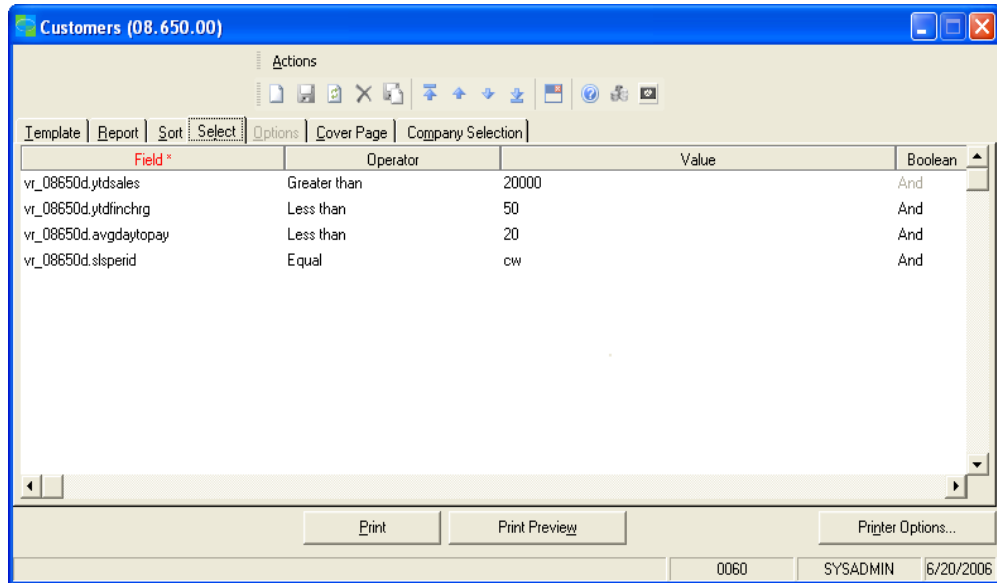


FIGURE 4 – SELECT TAB



NOTE: The And Boolean on the first line is inactive. The first Boolean is used to join this select criteria to the existing select criteria of the report defined in the Crystal Report Writer.

And – When And is used for the Boolean value, each record to be included in the report must match the values for both of the Select statements. In the example below, the resulting **Aged AR** (08.610.00) report includes only Customers with balances over 90 days past due greater than \$1,000 and a telephone number area code beginning with 307.

Field	Operator	Value	Boolean
Customer.agebal04	Greater than	1000	And
Customer.phone	Begins with	307	And

Or – When Or is used for the Boolean value, records are included in the report if the records meet the specifications of one of the Select statements. In the example below, Customers are included on the **Aged AR (08.610.00)** report if the Customers have a balance in the over 90 days field that is over \$1,000 or if the Customers total balance is over \$10,000.

Field	Operator	Value	Boolean
Customer.agebal04	Greater than	1000	And
Customer.currbal	Greater than	10000	Or

Boolean values can be used to create multiple criteria select statements. This feature allows you to narrow report results as needed. For example, if you need a report showing Customers with year-to-date sales over \$20,000, year-to-date finance charges less than \$50, average days to pay less than 20, for salesperson CW, use the following example to accomplish this report.

Field	Operator	Value	Boolean
Vr_08650d.ytdsales	Greater than	20000	And
Vr_08650d.ytdfinchrg	Less than	50	And
Vr_08650d.avgdaytopay	Less than	20	And
Vr_08650d.slsperid	Equal	CW	And

If you want to sort the report by the Customer Name instead of the Company ID, you must specify the following information in the Sort statement.

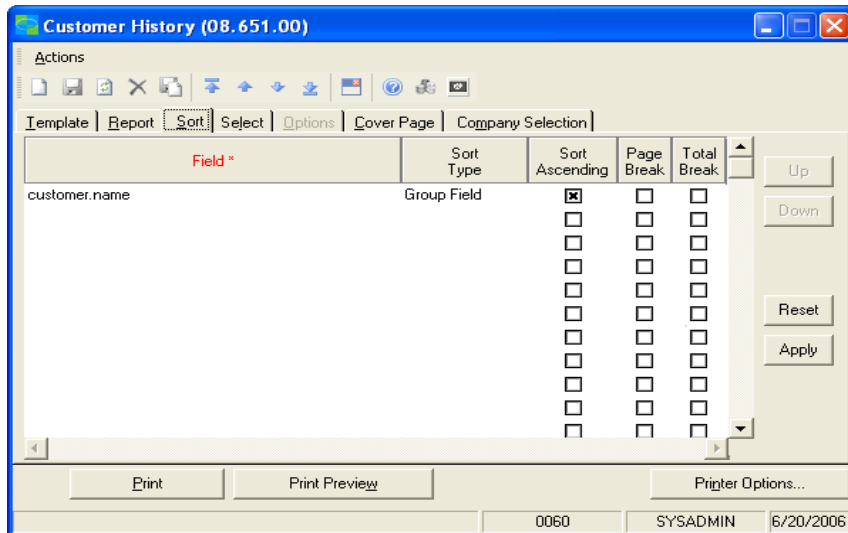


FIGURE 7 – SORT TAB SETTING FOR SORTING CUSTOMER HISTORY BY CUSTOMER NAME

Customer ID	Name	Beginning Balance	Period	Sales	Discounts Allowed	Receipts	Debit Memo's	Credit Memo's	Finance Charges	Credit Card's Total	Act of Re Change	YTD Balance
Company: 0060												
Customer ID		0.00	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer ID		0.00	2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer ID		0.00	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer ID		0.00	4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		278,552.03	10	1,190.48	245,699.44	59,233	30,312.27	0.00	0.00	0.00	-1,869.63	0.00
Fiscal Year:		0.00	11	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	-2,869.63	0.00
Fiscal Year:		59,911.55	12	0.00	54,058.28	0.00	0.00	0.00	0.00	0.00	2,992.94	0.00
Fiscal Year:		0.00	13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,992.94	0.00
To Bill Through period 12-31				335,463.58	4,490.48	301,737.82	59,233	30,312.27	0.00	0.00	0.00	0.00
Company: 0060												
Customer ID		0.00	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer ID		0.00	2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer ID		0.00	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Customer ID		0.00	4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		0.00	9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year:		257,594.59	10	0.00	179,337.42	1,605.11	27,226.87	0.00	0.00	0.00	52,385.17	0.00
Fiscal Year:		0.00	11	0.00	0.00	905.11	0.00	0.00	0.00	0.00	53,440.94	0.00
Fiscal Year:		231,636.27	12	0.00	178,637.42	0.00	0.00	0.00	0.00	0.00	106,639.79	0.00
Fiscal Year:		0.00	13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106,639.79	0.00
To Bill Through period 12-31				483,331.16	0.00	337,374.84	2,510.34	27,226.87	0.00	0.00	0.00	0.00

FIGURE 8 – CUSTOMER HISTORY WITH SORT ON CUSTOMER NAME



NOTE: When in the Field area, you can use Dynamics SL's F3 inquiry function to view a list of available tables, views, and fields associated with the report. Sections 2 and 3 of this guide can also be used as a reference for field names.

Sort Type

The Sort Type field describes the type of field identified in Field field. Group Field indicates that the field is a report group that allows page and total breaks. Sort Field indicates that the report data is sorted by the values in the field, within existing groups. Groups are always processed first, followed by Sort fields.

Sort Ascending

The Sort Ascending field is used to specify whether the values are sorted in ascending or descending order. To sort a report in ascending order, check the Sort Ascending field. To sort a report in descending order, do not check the Sort Ascending field.

Page Break

Checking the Page Break field causes the report to begin a new page whenever the value in the Sort Field changes. The Page Break option is useful if you want to print the information associated with a Customer, one per page.

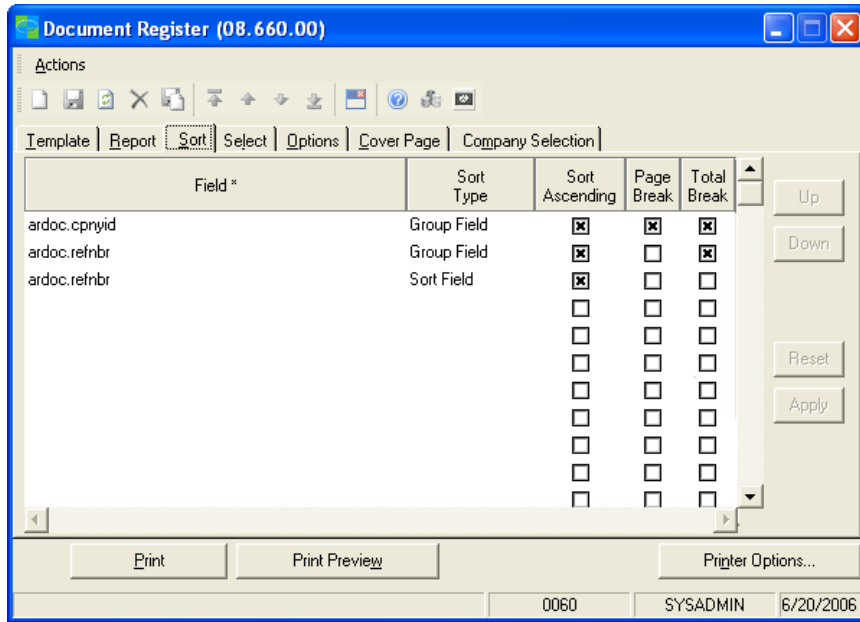


FIGURE 9 – DEFAULT SORT

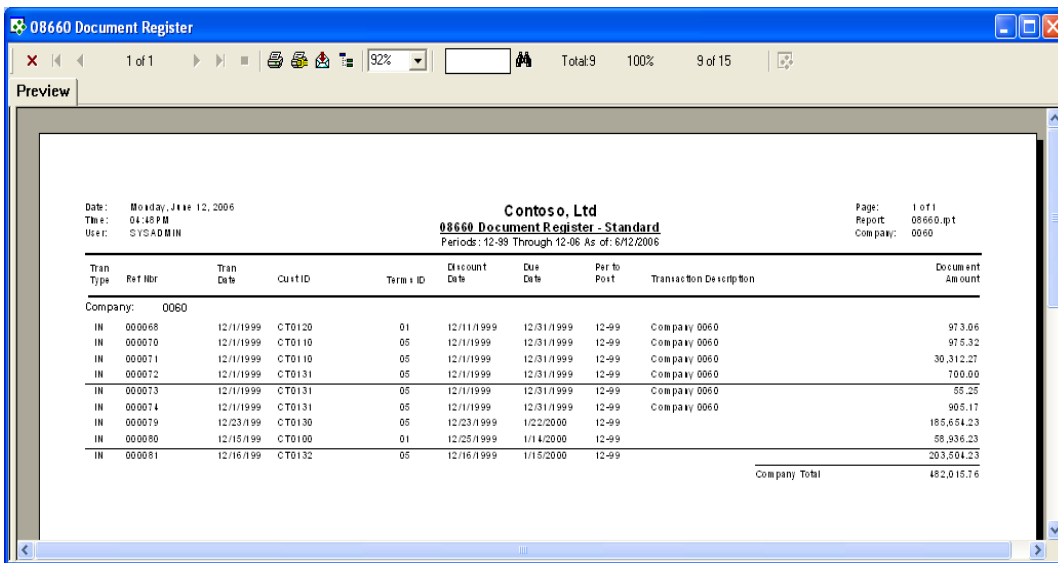


FIGURE 10 – STANDARD AR DOCUMENT REGISTER REPORT

For example, if you want to print the **Document Register** (08.660.00) report sorted by Customer ID with a Page Break by Customer. Entering the following Sort statement prints all of the documents for the first Customer on the first page, the documents for the second Customer on the next page.

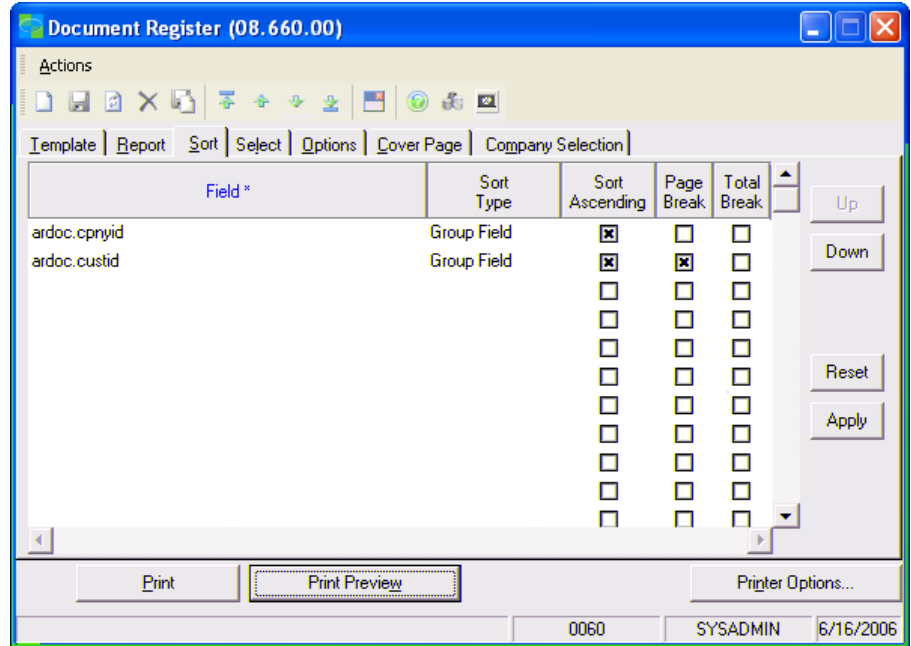


FIGURE 11 – SORT TAB SETTING FOR GROUPING DOCUMENT REGISTER WITH PAGE BREAK AFTER EACH CUSTOMER ID

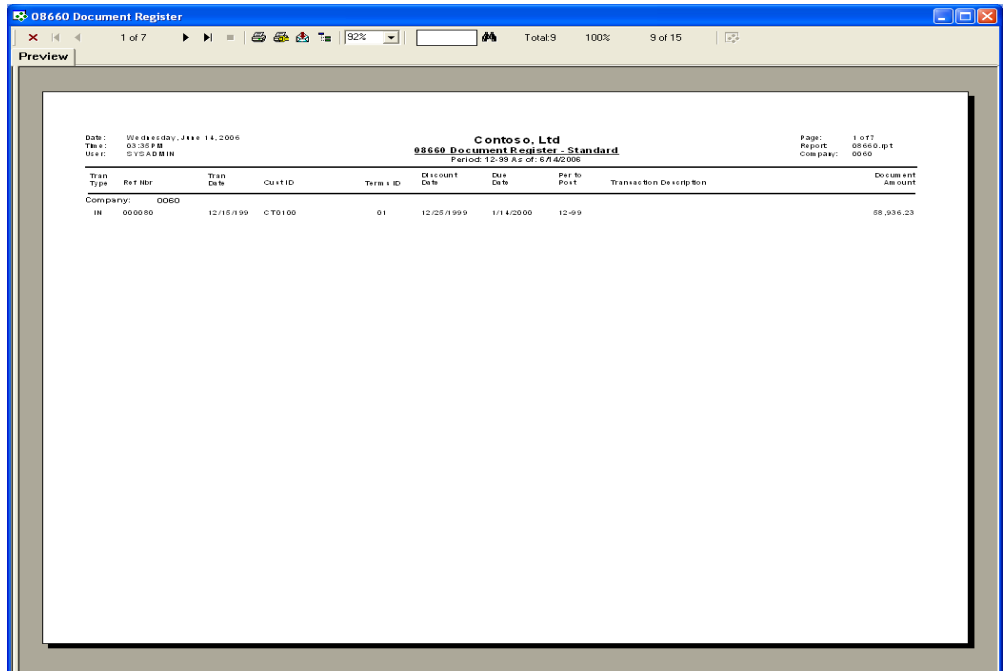


FIGURE 12 – DOCUMENT REGISTER REPORT WITH PAGE BREAK ON CUSTOMER ID

Total Break

The Total Break field is used to change the total grouping of a report. There are two important factors to keep in mind when creating Total Breaks. First, the report must already have total rows included in the report. If the report is not written with a total row, the following message appears when you process a report with a Total Break:



The second factor to keep in mind is that you need to specify a sort order for the field or the Total Break does not calculate. Usually you specify the field for the Total Break as the first sort order.



CAUTION: *The Total Break does not always work properly. Therefore, review the report carefully if you have selected a Total Break.*

For example, the **Account Distribution (08.630.00)** report prints documents in order by Company ID then by account/subaccount as shown below.

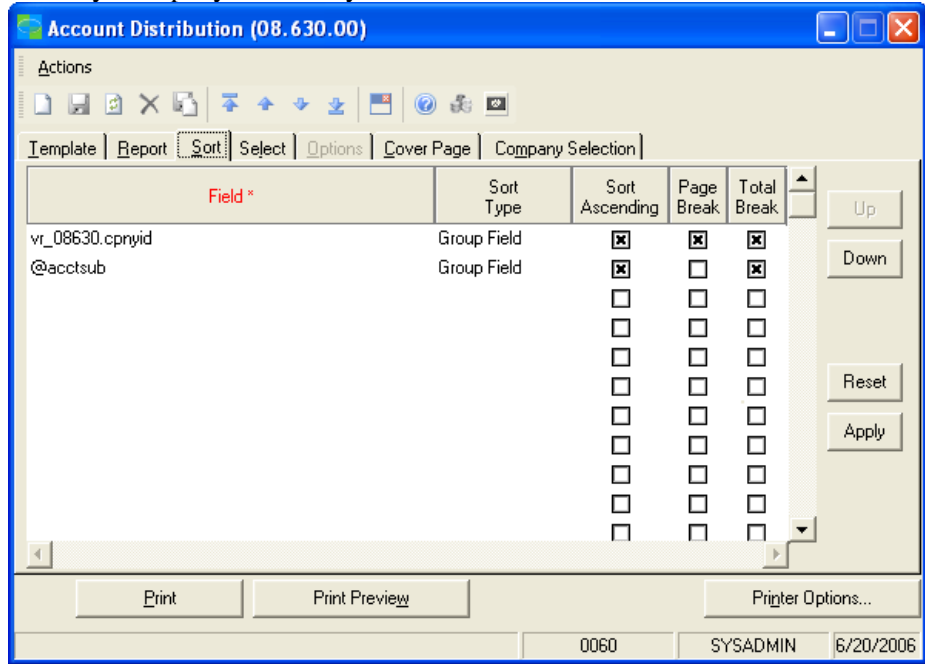


FIGURE 13 – DEFAULT SORT

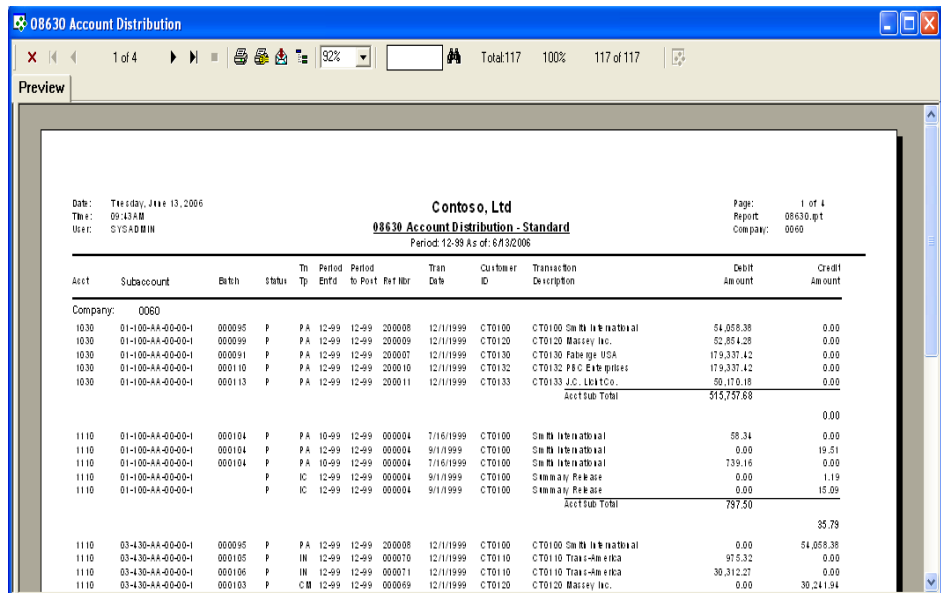


FIGURE 14 – STANDARD AR ACCOUNT DISTRIBUTION REPORT

Report Assistant – Accounts Receivable

By changing the sort to Company ID, then by Customer ID, then Account Number, and indicating a Total Break on both the Company ID and Customer ID fields, the **Account Distribution** (08.630.00) report totals all documents by Customer.

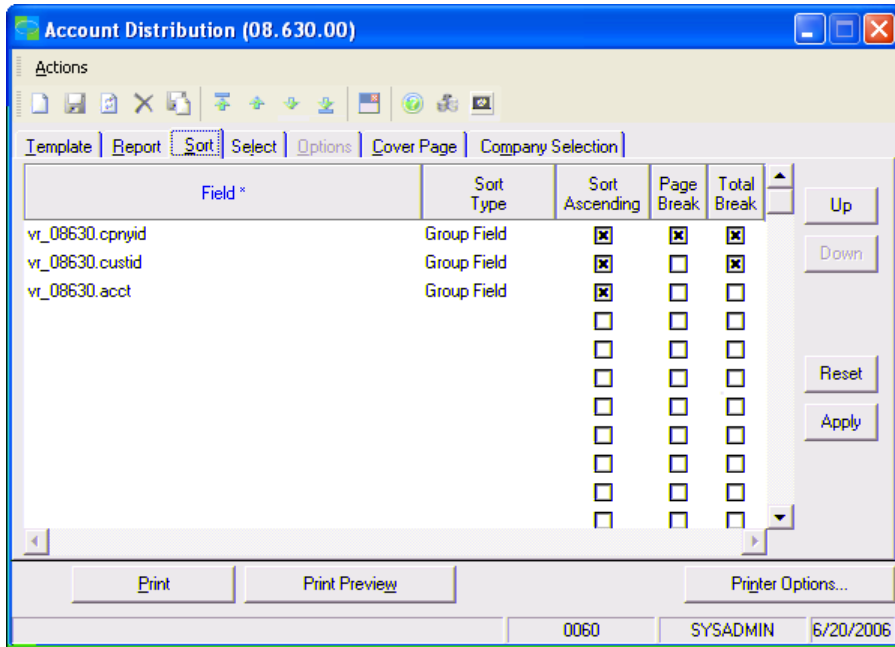


FIGURE 15 – SORT TAB SETTING FOR GROUPING ACCOUNT DISTRIBUTION WITH TOTALS BY CUSTOMER ID

Acct	Subaccount	Batch	Status	Th	Period	Period	Tran	Customer	Transaction	Debit	Credit	
				Tip	Ends	to Post	Date	ID	Description	Amount	Amount	
Company: 0060												
1030	01-100-AA-00-00-1	000095	P	FA	12-99	12-99	200008	12/1/1999	CT0100	CT0100 Sm M International	54,058.38	0.00
1110	03-430-AA-00-00-1	000095	P	FA	12-99	12-99	200008	12/1/1999	CT0100	CT0100 Sm M International	0.00	54,058.38
1110	01-100-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	58.34	0.00
1110	01-100-AA-00-00-1	000104	P	FA	12-99	12-99	000004	9/1/1999	CT0100	Sm M International	0.00	19.51
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	139.16	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	139.16	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	139.16	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	139.16	0.00
1110	01-100-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	139.16	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	58.34	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	58.34	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	58.34	0.00
1110	03-430-AA-00-00-1	000121	P	IN	12-99	12-99	000000	12/15/1999	CT0100	CT0100 Sm M International	58,936.23	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	139.16	0.00
1110	03-430-AA-00-00-1	000104	P	FA	10-99	12-99	000004	7/16/1999	CT0100	Sm M International	58.34	0.00
1110	01-100-AA-00-00-1	000104	P	IC	12-99	12-99	000004	9/1/1999	CT0100	Summary Fee Acc	0.00	1.19
1110	03-430-AA-00-00-1	000104	P	IC	10-99	12-99	000004	7/16/1999	CT0100	Summary Fee Acc	0.00	350.04
1110	01-100-AA-00-00-1	000098	P	IC	12-99	12-99	000004	9/1/1999	CT0100	Summary Fee Acc	0.00	15.09
1110	03-430-AA-00-00-1	000104	P	IC	10-99	12-99	000004	7/16/1999	CT0100	Summary Fee Acc	0.00	4,434.96
1110	03-430-AA-00-00-1	000098	P	IN	12-99	12-99	000065	12/1/1999	CT0100	CT0100 Sm M International	975.32	0.00
2241	01-100-AA-00-00-1	000098	P	IN	12-99	12-99	000065	12/1/1999	CT0100	Chg of Chicago, IL	0.00	2.26
2241	01-100-AA-00-00-1	000098	P	IN	12-99	12-99	000065	12/1/1999	CT0100	Chicago, IL Transit	0.00	6.19
2242	01-100-AA-00-00-1	000098	P	IN	12-99	12-99	000065	12/1/1999	CT0100	Code Const, IL	0.00	2.26
2243	01-100-AA-00-00-1	000098	P	IN	12-99	12-99	000065	12/1/1999	CT0100	Code of Illinois	0.00	58.84
3030	01-100-AA-00-00-1	000098	P	IN	12-99	12-99	000065	12/1/1999	CT0100	Text	0.00	657.67

FIGURE 16 – ACCOUNT DISTRIBUTION REPORT WITH TOTALS BY CUSTOMER ID



NOTE: Although the Total Break field has changed to Customer ID, notice the caption is Total. When changing a Total Break field on a report, the caption does not change in the report.

Up and Down Buttons

The Up and Down buttons located on the right side of the Sort Tab allows you to change the hierarchy of the sort commands. Clicking the Up button moves the sort command higher in the list. Clicking the Down button moves the sort command lower in the sort order list.

Reset Button

Click the Reset button to restore the default grouping and sorting criteria from the report. This feature allows you to make changes and, if you do not like the changes, to reset the original values.

Apply Button

Click the Apply button to implement the changes you have made for this specific report generation.

Possible Values Chart

The Value that is stored in a field might not always be obvious. The following chart is intended to assist with values that are stored in some of the Accounts Receivable fields. The Value/Format field is the value you specify in the Value field of a Select statement.

Field Type	Value/Format
Customer Status	
Active	A
Inactive	I
One Time	O
Admin. Hold	H
Credit Hold	R
Document Type	
Invoice	IN
Debit Memo	DM
Credit Memo	CM
Cash Sale	CS
Small Balance	SB
Small Credit	SC
Recurring Invoice	RC
Payment	PA
Finance Charges	FI
Void Transaction	VT
Date fields	01/05/2006 or 01/05/06
Period fields such as period-to-post, period-entered, etc.	200601
Fiscal Year fields	2006
Batch Status:	
On Hold	H
Balanced (release later status)	B
Released – Not posted to GL	U
Released – Posted to GL	P
Released – Doesn't effect GL	C
Partially Released	S
Voided	V
Deleted	D
Alpha-numeric fields (i.e. Customer ID)	C0896 (actual ID)

Dynamics SL stores several fields as True/False fields using the values of 1 for True and 0 for False.

When a value is a True or False , such as the Released field, Dynamics SL stores True as a 1 and False as a 0.

If a field has a value of Yes or No, Dynamics SL stores Yes with a value of 1 and No with a value of 0.

If the field is a checkbox, such as the Print Statements field in the Customer Maintenance screen, the value is stored as a 1 if the field is checked, and the value is stored as 0 if the field is not checked.

DATA FIELD ILLUSTRATIONS

Overview

The information in this section contains a screen illustration of the data entry screens and most maintenance screens in the Accounts Receivable module. The information in this section is very useful when performing Sort and Select statements, writing reports in Crystal Reports, using SQL statements to verify information, or using ODBC.

Each screen displays with a callout box indicating the table and field name where the data is stored as noted in the Fieldname field on the **Property Window** of the Customization Manager module. Some data is stored in multiple tables and fields. Additional tables and fields may be noted in the callout box. However, there may be additional tables or fields where the data is stored.



***NOTE:** Some fields in the data entry and maintenance screens are calculated or temporary fields specifically for the screen. These fields, designated by the text *Calculated*, are not stored in the database. Since these fields are calculated or temporary, these fields do not appear in Sort and Select inquiry lists, in Crystal Reports tables, or field lists.*

Invoice and Memo – Screen 08.010.00

The screenshot shows the 'Invoice and Memo (08.010.00)' window with the following data fields and their corresponding database field names:

- Batch Information:**
 - Batch Number: 000123 → Batch.noteid
 - Period to Post: 12-2006 → Batch.batnbr, Ardoc.batnbr, Artran.batnbr
 - Status: Hold → Batch.status
 - Handling: No Action → Calculated
- Document Information:**
 - Type: Invoice → Ardoc.doctype
 - Invoice/Memo Nbr: 000082 → Ardoc.refnbr
 - Customer ID: C300 → Ardoc.custid, Artran.custid
 - Date: 6/13/2006 → Ardoc.docdate
 - Amount: 973.06 → Ardoc.curyorigdocamt, Ardoc.origdocamt
- Company and Terms:**
 - Description: Company 0060 → Ardoc.docdesc
 - Terms: 01 2/10 Net 30 → Ardoc.terms
 - Project: 0 → Ardoc.projectid
 - Company ID: 0060 → Ardoc.curydiscbal, Ardoc.duedate
 - Contoso, Ltd → Ardoc.curydiscbal, Ardoc.discbal
 - Salesperson ID: PM → Ardoc.curydocbal, Ardoc.docbal
 - Phil Spencer → Artran.transdesc
- Detail (F4 for grid/form view):**
 - Cpny ID: 0060 → Artran.cpnnyid
 - Account: 3030 Sales/Income → Artran.acct
 - Project: 0 → Artran.projectid
 - Task: → Artran.taskid
 - Sub: 03-430-AA-00-00-1 → Artran.sub
 - Quantity: 1 → Artran.qty
 - Unit Desc: → Artran.unitdesc
 - Unit Price: 657.670 → Artran.unitprice
 - Amount: 657.67 → Artran.curytranamt, Artran.tranamt
 - Descr: C300 School of Fine Art → Artran.transdesc
 - Ext Ref Nbr: P03 → Artran.extrefnbr
 - Tax Cat: → Artran.taxcat
 - Tax ID: → Artran.taxidflt
- Summary:**
 - Total: 973.06 → Ardoc.curytrtot, Batch.curytrtot
 - Control: 873.06 → Batch.curyctrltot, Batch.ctrltot
 - Discount: 19.46 → Ardoc.discdate
 - Total: 657.67 → Ardoc.docbal
- Footer:**
 - 0060 → Artran.cpnnyid
 - SYSADMIN → Ardoc.slsperid
 - 6/13/2006 → Ardoc.docdate

Account Override Tab

Invoice and Memo (08.010.00)

Actions

Batch
Number: [] Status: Hold Total: 0.00
Period to Post: 12-2006 Handling: No Action Control: 973.06

Document
Type: Invoice Customer ID: CT0120 Date: 6/13/2006
Invoice/Memo Nbr: 000068 Scot Schulte Amount: 973.06

Account Override

Company ID: 0060 A/R Account: 1110 A/R Trade-USD
Contoso, Ltd A/R Subaccount: 03-430-AA-00-00-1
Sales Administration-B

Detail (F4 for grid/form view)

Cpny ID: 0060	Quantity: 1	Descr: CT0120 Scot Schulte
Account: 3030 Sales/Income	Unit Desc:	Ext Ref Nbr: P03
Project: 0	Unit Price: 657.670	Tax Cat:
Task:	Amount: 657.67	Tax ID: *
Sub: 03-430-AA-00-00-1 Sales Administration-B		

0060 SYSADMIN 6/13/2006

Ardoc.cpnyid →
Ardoc.bankacct →
Ardoc.banksub →

Tax – Subscreen of Invoice and Memo

The screenshot shows a 'Tax' window with two main sections: 'Current Detail' and 'Document Totals'. Each section contains a table with columns for Tax ID, Taxable, and Tax. Arrows point from field names to specific cells in these tables and to summary fields below.

Section	Tax ID	Taxable	Tax
Current Detail	SIoux-CITY	657.67	16.44
Current Detail	IOWA	657.67	32.88
Document Totals	SIoux-CITY	657.67	22.63
Document Totals	IOWA	657.67	32.88
Document Totals	Doc Tax Total:	55.51	

Field names and their corresponding locations:

- Artran.dettaxid00 (Tax ID: SIoux-CITY)
- Artran.dettaxid01 (Tax ID: IOWA)
- Artran.dettaxid02 (Tax ID: SIoux-CITY)
- Artran.dettaxid03 (Tax ID: IOWA)
- Artran.curydettxblamt00 (Taxable: 657.67)
- Artran.curydettxblamt01 (Taxable: 657.67)
- Artran.curydettxblamt02 (Taxable: 657.67)
- Artran.curydettxblamt03 (Taxable: 657.67)
- Artran.curydettaxamt00 (Tax: 16.44)
- Artran.curydettaxamt01 (Tax: 32.88)
- Artran.curydettaxamt02 (Tax: 32.88)
- Artran.curydettaxamt03 (Tax: 32.88)
- Ardoc.curydoctaxid00 (Tax ID: SIoux-CITY)
- Ardoc.curydoctaxid01 (Tax ID: IOWA)
- Ardoc.curydoctaxid02 (Tax ID: SIoux-CITY)
- Ardoc.curydoctaxid03 (Tax ID: IOWA)
- Ardoc.curydoctxbltot00 (Taxable: 657.67)
- Ardoc.curydoctxbltot01 (Taxable: 657.67)
- Ardoc.curydoctxbltot02 (Taxable: 657.67)
- Ardoc.curydoctxbltot03 (Taxable: 657.67)
- Ardoc.curydoctaxtot00 (Tax: 22.63)
- Ardoc.curydoctaxtot01 (Tax: 32.88)
- Ardoc.curydoctaxtot02 (Tax: 32.88)
- Ardoc.curydoctaxtot03 (Tax: 32.88)
- Calculated (Doc Tax Total: 55.51)
- Current Detail Row: 0



NOTE: When viewing these fields in the Customization Manager, the table for all of the fields is the Taxcalc table. The fields are the fields where the amounts are stored once an invoice is saved.

Payment Application – Screen 08.030.00

The screenshot shows the 'Payment Application (08.030.00)' window. It contains several sections with data entry fields and labels:

- Batch Information:** Batch Number (000124), Period to Post (12-2006), Deposit Date (6/13/2006). Labels include: Batch.batnbr, Ardoc.batnbr, Artran.batnbr, Aradjust.adjbatnbr, Batch.perpost, Ardoc.perpost, Artran.perpost, Batch.dateent.
- Document Information:** Customer ID (CT0100), Denise Smith, Type (Payment), Number (000123), Date (6/13/2006). Labels include: Ardoc.custid, Artran.custid, Ardoc.refnbr.
- Account Information:** Account (1030), Subaccount (01-100-AA-00-00-1), Administration-Controller. Labels include: Ardoc.bankacct, Ardoc.banksub.
- Summary Totals:** Total (2992.54), Control (2992.54), Customer Balance (0.00), Pmt/Memo Orig Amt (2992.54), Application Total (0.00), Unapplied Balance (2992.54), Cash Discount (0.00). Labels include: Batch.curycrtot, Batch.crtot, Batch.curycrltot, Batch.crltot, Calculated, Ardoc.curyorigdocamt, Ardoc.origdocamt, Ardoc.docdate, Artran.trandate, Calculated, Calculated.
- Detail (F4 - for grid/form view):** Reference Nbr (000080), Company ID (0060), Amount to Apply (2992.54), Cash Disc (0.00), Doc Balance (2992.54), Disc Balance (1178.72), Orig Currency (BAS), Sales Order Nbr, Description, Type (Invoice), Doc Date (12/15/1999), Disc Date (12/25/1999), Due Date (1/14/2000). Labels include: Ardoc.refnbr, Artran.refnbr, Aradjust.adjrefnbr, Ardoc.cpnnyid, Artran.curytranamt, Artran.tranamt, Artran.curyunitprice, Artran.unitprice, Ardoc.curydocbal, Ardoc.docbal, Ardoc.docdesc, Ardoc.ordnbr, Ardoc.curyid, Ardoc.curydiscbal, Ardoc.discbal, Ardoc.doctype, Ardoc.docdate, Ardoc.discdate, Ardoc.duedate.

AutoApply Tab

Payment/Memo | Auto Apply | Sort Order

Total Amount to Apply:

Apply Amount

Ardoc.curyapplamt

Sort Order Tab

Payment/Memo | Auto Apply | Sort Order

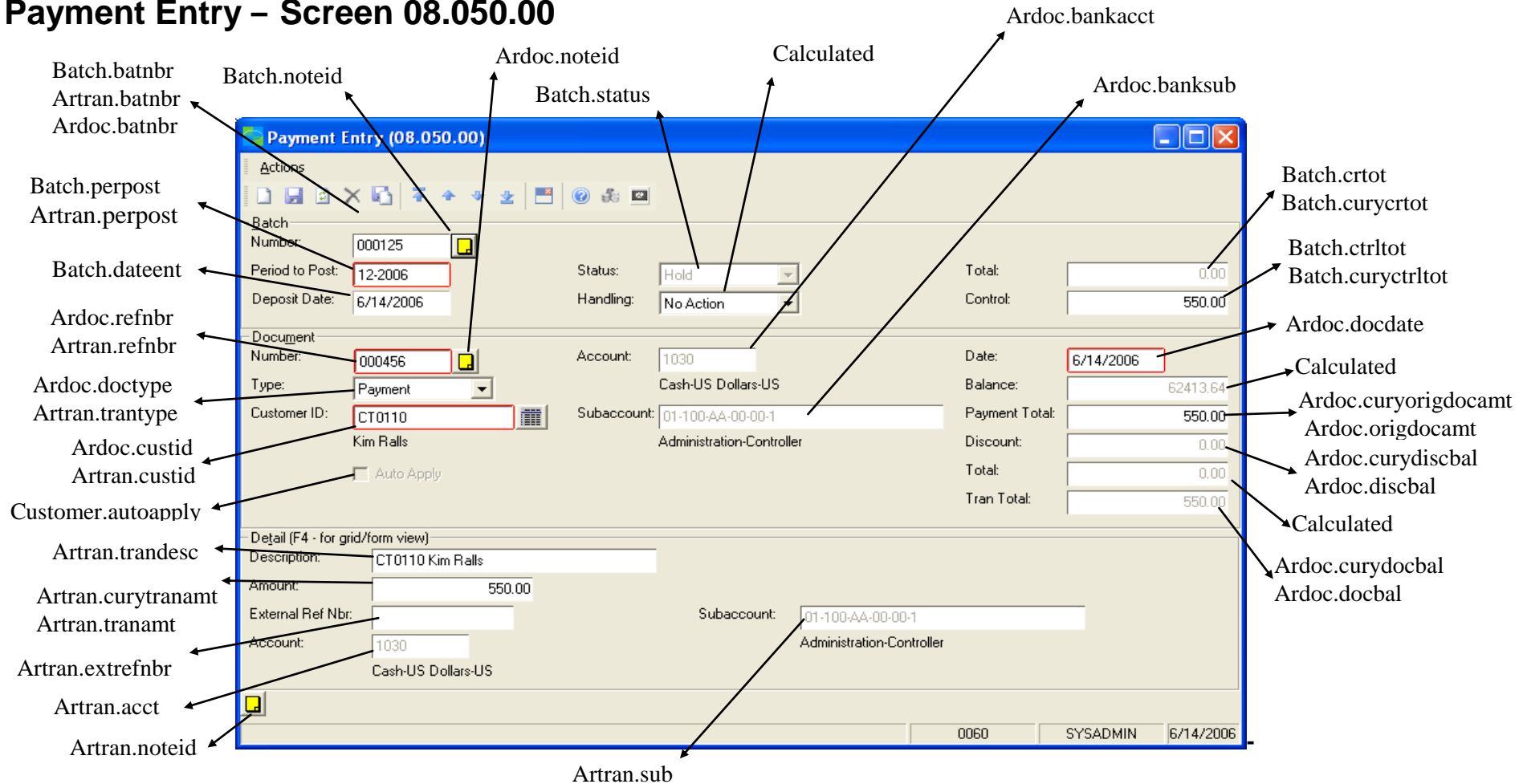
By Date

By Reference Number

By Doc Type

Arsetup.pastortdflt

Payment Entry – Screen 08.050.00



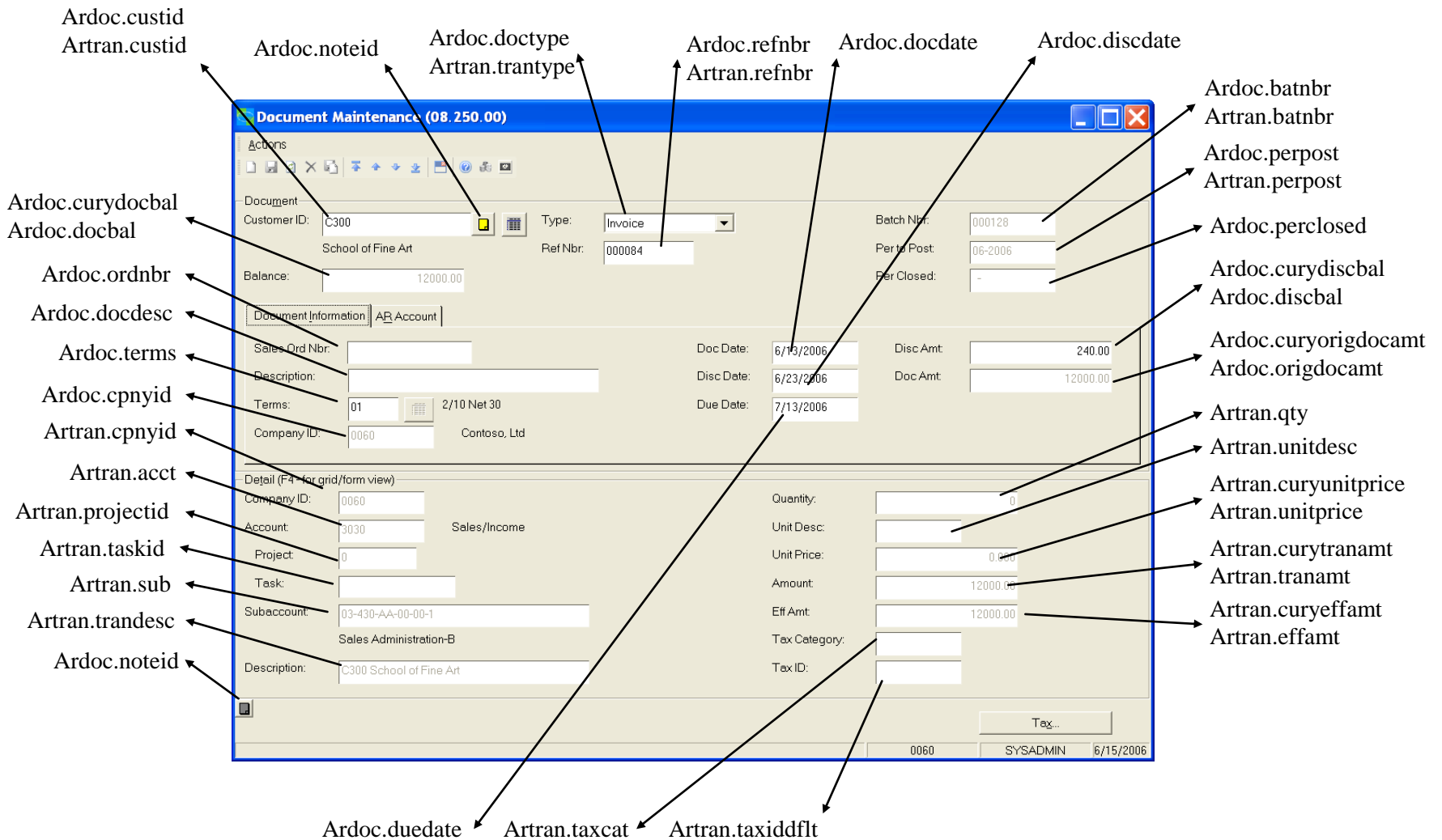
Application Inquiry/Reversal – Screen 08.240.00

The screenshot shows the 'Application Inquiry/Reversal (08.240.00)' window. It is divided into several sections: 'Document', 'Process', and 'Detail'. The 'Document' section contains fields for Customer ID (CT0120), Company ID (0060), Account (1030), Pmt/Memo Nbr (000006), Type (PA), Date (9/1/1999), and Pmt/Memo Amt (71900.98). The 'Process' section has radio buttons for 'Reverse Selected Application' (selected), 'Reclassify Application to New Customer', and 'Void Selected Application (NSF Check)', along with a 'Charge NSF Fee' checkbox and a 'New Customer ID' field. The 'Detail' section shows a 'Selected' row with fields for Reference Nbr (000017), Document Type (IN), Date Applied (9/1/1999), Amount Applied (71900.98), Discount Applied (0.00), RGOL (0.00), and Batch Nbr (000025). At the bottom, there are buttons for 'Select All', 'Clear Selections', 'Cancel Inquiry', and 'Begin Processing'. The status bar at the bottom right shows '0060', 'SYSADMIN', and '6/15/2006'.

Field mappings shown in the image:

- Ardoc.custid → Customer ID: CT0120
- Ardoc.refnbr → Reference Nbr: 000017
- Ardoc.doctype → Document Type: IN
- Ardoc.docdate → Date Applied: 9/1/1999
- Ardoc.curyorigdocamt → Amount Applied: 71900.98
- Ardoc.origdocamt → Amount Applied: 71900.98
- Selprocess.revtype → Reverse Selected Application
- Selprocess.revtype → Reclassify Application to New Customer
- Selprocess.revtype → Void Selected Application (NSF Check)
- Temporary → Charge NSF Fee
- Temporary → Charge NSF Fee
- Aradjust.adjrefnbr → Reference Nbr: 000017
- Aradjust.adjdoctype → Document Type: IN
- Aradjust.adjgdocdate → Date Applied: 9/1/1999
- Aradjust.adjamt → Amount Applied: 71900.98
- Ardoc.cpnnyid → Company ID: 0060
- Ardoc.bankacct → Account: 1030
- Ardoc.banksub → Subaccount: 01-100-AA-00-00-1
- Ar_balances.currbal → Customer Balance: 16210.64
- Customer.custid → Customer ID: CT0120
- Aradjust.custid → Customer ID: CT0120
- Aradjust.adjdiscamt → Discount Applied: 0.00
- Aradjust.curyrgolamt → RGOL: 0.00
- Aradjust.adjbatnbr → Batch Nbr: 000025

Document Maintenance – Screen 08.250.00



AR Account Tab

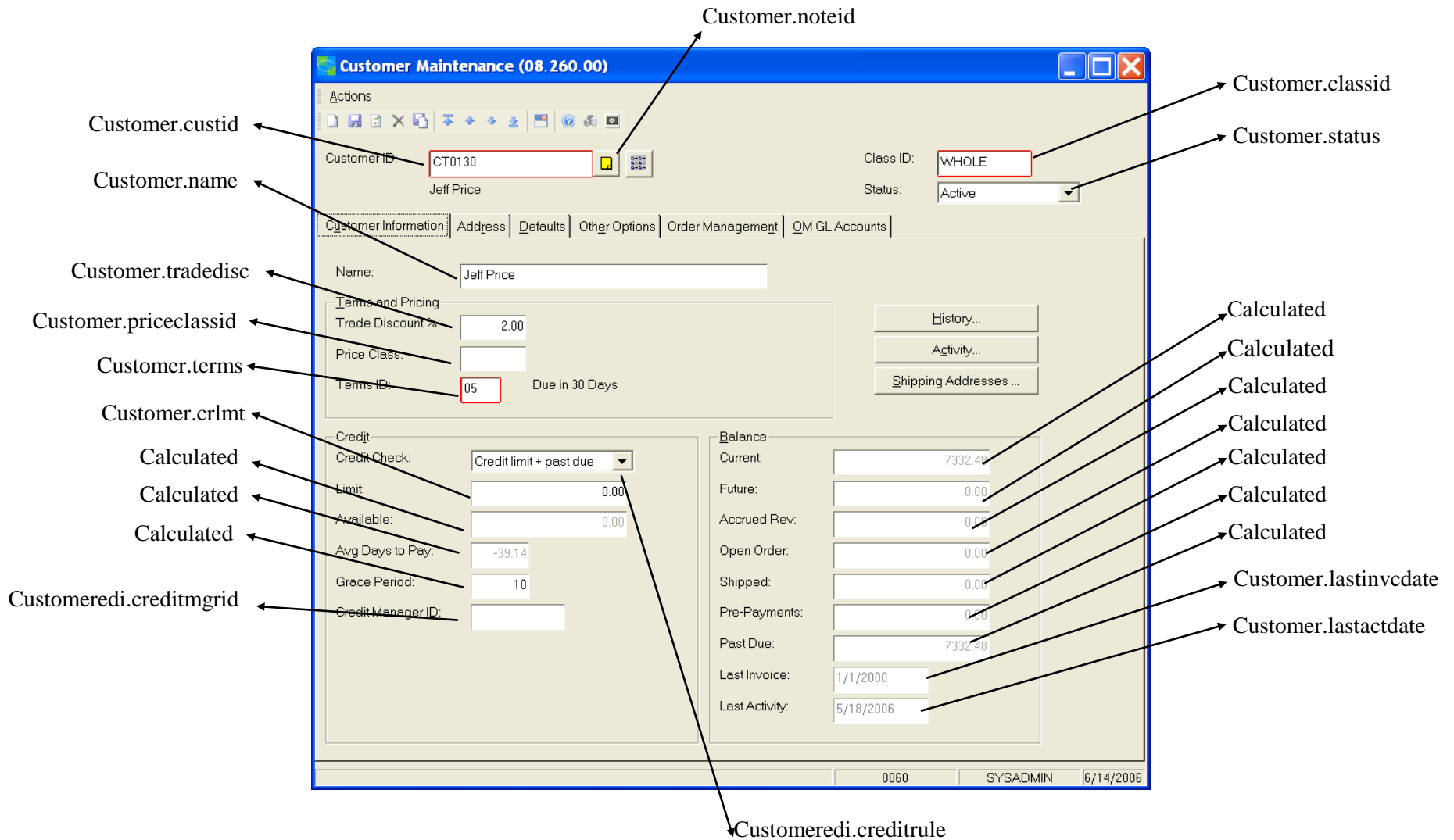
The screenshot shows the 'Document Maintenance (08.250.00)' window with the 'AR Account' tab selected. The window contains several data entry fields and sections:

- Document Information:** Customer ID: C300, School of Fine Art, Type: Invoice, Ref Nbr: 000084, Batch Nbr: 000128, Per to Post: 06-2006, Per Closed: -.
- Document Information | AR Account:** Company ID: 0060, Contoso, Ltd; Accounts Receivable: Account: 1110, A/R Trade-USD; Subaccount: 03-430-AA-00-00-1, Sales Administration-B.
- Detail (F4 - for grid/form view):** Company ID: 0060, Account: 3030, Project: 0, Task: , Subaccount: 03-430-AA-00-00-1, Description: C300 School of Fine Art, Quantity: 0, Unit Desc: , Unit Price: 0.000, Amount: 12000.00, Eff Amt: 12000.00, Tax Category: , Tax ID: .

Annotations with arrows point to the following fields:

- Ardoc.cpnyid** points to the Company ID field (0060) in the 'Document Information | AR Account' section.
- Ardoc.bankacct** points to the Account field (1110) in the 'Document Information | AR Account' section.
- Ardoc.banksub** points to the Subaccount field (03-430-AA-00-00-1) in the 'Document Information | AR Account' section.

Customer Maintenance – Screen 08.260.00



Address Tab

Customer.noteid

Customer.custid

Customer.classid

Customer.status

Customer.billname

Customer.billattn

Customer.billsalut

Customer.billaddr1

Customer.billaddr2

Customer.billcity

Customer.billstate

Customer.billzip

Customer.billcountry

Customer.billphone

Customer.billfax

Customer.attn

Customer.salut

Customer.addr1

Customer.addr2

Customer.city

Customer.state

Customer.zip

Customer.country

Customer.phone

Customer.fax

Customer.emailaddr

Customer Maintenance (08. 260. 00)

Actions

Customer ID: CT0120

Class ID: RETAIL

Status: Active

Customer Information | Address | Defaults | Other Options | Order Management | QM GL Accounts

Main Address

Name: Scot Schulte

Attention:

Salutation:

Address Line 1: 400 West St.

Address Line 2: Suite 400

City: Chicago

State/Province: IL

Postal Code: 45850

Country/Region: US

Phone/Ext.: (555) 555-0167

Fax/Ext.: (555) 555-0167

E-Mail Address:

Copy to Bill To

Bill To

Scot Schulte

400 West St.

Suite 400

Chicago

IL

45850

US

(555) 555-0167

(555) 555-0167

0060 SYSADMIN 6/14/2006

Defaults Tab

The screenshot displays the 'Customer Maintenance (08.260.00)' window with the 'Defaults' tab selected. The interface is divided into several sections:

- Customer Information:** Customer ID: CT0120, Name: Scot Schulte.
- Class and Status:** Class ID: RETAIL, Status: Active.
- Tax Information:** Default From: Address, Registration Nbr: 29-1589742, Location ID: IOWA, Tax ID 1: SIOUX-CITY, Tax ID 2: IOWA.
- GL Accounts:**
 - Accounts Receivable: Account: 1110, Subaccount: 03-430-AA-00-00-1.
 - A/R Sales: Account: 3030, Subaccount: 03-430-AA-00-00-1.
 - Prepayment: Account: 2072, Subaccount: 01-100-AA-00-00-1.
- Currency:** Currency ID, Rate Type, Sales Price Rate Type.

Arrows from the following labels point to the corresponding fields in the screenshot:

- Customer.custid → Customer ID
- Customer.taxdfld → Tax Default From
- Customer.taxregnbr → Registration Nbr
- Customer.taxlocid → Location ID
- Customer.taxid00 → Tax ID 1
- Customer.taxid01 → Tax ID 2
- Customer.taxid02 → Tax ID 3
- Customer.taxid03 → Tax ID 4
- Customer.curyid → Currency ID
- Customer.curyratetype → Rate Type
- Customer.curyprclvlrttp → Sales Price Rate Type
- Customer.noteid → Customer ID
- Customer.classid → Class ID
- Customer.status → Status
- Customer.aracct → Accounts Receivable Account
- Customer.arsub → Accounts Receivable Subaccount
- Customer.slsacct → A/R Sales Account
- Customer.slsusb → A/R Sales Subaccount
- Customer.prepayacct → Prepayment Account
- Customer.prepaysub → Prepayment Subaccount

Other Options Tab

Customer.noteid

Customer.custid

Customer.prtstmt

Customer.stmttype

Customer.dunmsg

Customer.applyfinchrg

Customer.autoapply

Customer.cardnbr

Customer.cardhldrname

Customer.cardtype

Customer.cardexpdate

Customer.classid

Customer.status

Customer.territory

Customer.pernbr

Customer.slspersid

Customer.stmtcycleid

Ar_balances.laststmtdate

Customer Maintenance (08.260.00)

Actions

Customer ID: CT0120
Scot Schulte

Class ID: RETAIL

Status: Active

Customer Information | Address | Defaults | Other Options | Order Management | OM GL Accounts

Statement Options

Print Statements

Statement Format: Open Item

Print Dunning Message

Apply Finance Charges

Statement Cycle: 2

Last Stmt Date: / /

Auto Apply Payments

Credit Card

Card Nbr: []

Card Holder Name: []

Type: <none>

Expiration Date: / []

Sales Territory ID: NORTH

Current Period: 06-2006

Salesperson: MN
Mike Nash

0060 SYSADMIN 6/14/2006

Customer History – Screen 08.261.00

Customer.noteid

Arhist.custid

Arhist.fiscyr

Arhist.cpnnyid

Arhist.pernbr

Arhist.ytdcrmemo

Arhist.ytddrmemo

Arhist.ytddisc

Arhist.ytdsales

Arhist.ytdfinchrg

Arhist.ytdrcpt

Period	Sales	COGS	Debit Memos	Credit Memos	Fin Chrg	Discounts	Receipts
1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YTD	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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The Period-To-Date field names in this screen are as follows:

Net Sales – Arhist.ptdsales00, COGS – Arhist.ptdcogs00, Debit Memos – Arhist.ptddrmemo00, Credit Memos – Arhist.ptdcrmemo00,

Fin Chrg – Arhist.ptdfinchrg00, Discounts – Arhist.ptddisc00, Receipts – Arhist.ptdrcpt00

When entering a field name in a Sort and Select statement, substitute the correct two digit number at the end of the field. The two digit number is always one less than the actual period. For example, the field for net sales for period 4 is Arhist.ptdsales03, the field for COGS for period 10 is Arhist.ptdcogs09, etc.

Shipping Address – Screen 08.262.00

The screenshot shows a software window titled "Shipping Address (08.262.00)". The form contains the following fields and values:

- Customer: CT0120 (linked to Customer.custid)
- Customer Name: Scot Schulte (linked to Customer.noteid)
- Ship To ID: 010 (linked to Soaddress.shiptoid)
- Description: Receiving Dock (linked to Soaddress.descr)
- Name: (linked to Soaddress.name)
- Attention: 1200 Divison St. (linked to Soaddress.attn)
- Address Line 1: (linked to Soaddress.addr1)
- Address Line 2: Suite 500 (linked to Soaddress.addr2)
- City: Sioux City (linked to Soaddress.city)
- State/Province: IA (linked to Soaddress.state)
- Postal Code: 12346 (linked to Soaddress.zip)
- Country/Region: US (linked to Soaddress.country)
- Phone/Ext: (555) 555-0181 (linked to Soaddress.phone)
- Fax/Ext: (555) 555-0182 (linked to Soaddress.fax)
- Tax Registration Nbr: 24-8888100 (linked to Soaddress.taxregnbr)
- Tax Location ID: IOWA (linked to Soaddress.taxlocid)
- Tax ID 1: SIOUX-CITY (linked to Soaddress.taxid01)
- Tax ID 2: IOWA (linked to Soaddress.taxid02)
- Tax ID 3: (linked to Soaddress.taxid03)
- Tax ID 4: (linked to Soaddress.taxid03)

At the bottom of the window, there is a status bar with the following information:

- Order Management.. (linked to Soaddress.noteid)
- 0060
- SYSADMIN
- 6/14/2006

Recurring Invoice – Screen 08.270.00

The screenshot shows a software window titled "Recurring Invoice (08.270.00)". The window is divided into several sections: "Document", "Invoice\Memo", "Account Override", "Detail (F4 - for grid/form view)", and a footer. Numerous fields are highlighted with red boxes and labeled with arrows pointing to field names listed on the left and right sides of the image.

Document Section:

- Invoice\Memo Nbr: RENT01 (labeled Ardoc.refnbr, Artran.refnbr)
- Customer ID: CT0120 (labeled Ardoc.custid, Artran.custid)
- Next Due Date: 6/13/2006 (labeled Ardoc.docdate)
- Cycle: 1 (labeled Ardoc.cycle)
- Number of Cycles: 12 (labeled Ardoc.nbrcycle)
- Amount: 525.00 (labeled Ardoc.curyorigdocamt, Ardoc.origdocamt)

Invoice\Memo Section:

- Description: (labeled Ardoc.docdesc)
- Terms ID: 01 (labeled Ardoc.terms)
- Project: 0 (labeled Ardoc.projectid)
- Company ID: 0060 (labeled Ardoc.cpnid)
- Salesperson ID: MN (labeled Ardoc.slsperid)

Account Override Section:

- Discount Date: 6/23/2006 (labeled Ardoc.discdate)
- Due Date: 7/13/2006 (labeled Ardoc.duedate)
- Discount: 10.50 (labeled Ardoc.curydiscbal, Ardoc.discbal)
- Total: 525.00 (labeled Ardoc.curydocbal, Ardoc.docbal)

Detail (F4 - for grid/form view) Section:

- Company ID: 0060 (labeled Artran.cpnid)
- Account: 3030 (labeled Artran.acct)
- Project: 0 (labeled Artran.projectid)
- Sub: 03-430-AA-00-00-1 (labeled Artran.sub)
- Quantity: 0 (labeled Artran.qty)
- Unit Desc: (labeled Artran.unitdesc)
- Unit Price: 0.000 (labeled Artran.curyunitprice, Artran.unitprice)
- Amount: 525.00 (labeled Artran.curytranamt, Artran.tranamt)
- Tax Category: EXEMPT (labeled Artran.taxcat)
- Tax ID: (labeled Artran.taxidflt)
- Description: CT0120 Scot Schulte (labeled Artran.trandesc)

Footer:

- 0060 SYSADMIN 6/13/2006

Statement Cycle – Screen 08.280.00

The screenshot displays the 'Statement Cycle (08.280.00)' window. It features a toolbar with various icons and a main data entry area. The 'Statement Cycle ID' is set to 1. The 'Last Aging Date', 'Last Statement Date', and 'Last Finance Charge Date' are all set to 6/13/2006, 6/13/2006, and 9/30/2005 respectively. Below this, there is a table with columns for 'Aging Category', 'Days', and 'Message Description'. The table contains four rows: '1' (30 days, 'Currently Due'), '2' (60 days, '30 Days Overdue'), '3' (90 days, '60 Days Overdue'), and '4' (Over 90 days, empty). The status bar at the bottom shows '0060', 'SYSADMIN', and '6/13/2006'. Arrows point from various data fields to their corresponding database field names listed on the left and right sides of the image.

Aging Category	Days	Message Description
1	30	Currently Due
2	60	30 Days Overdue
3	90	60 Days Overdue
4	Over 90	

Database Field Mappings:

- Arstmt.stmtcycleid (points to Statement Cycle ID: 1)
- Arstmt.agedays00 (points to Aging Category 1)
- Arstmt.agedays01 (points to Aging Category 2)
- Arstmt.agedays02 (points to Aging Category 3)
- Arstmt.lastagedate (points to Last Aging Date: 6/13/2006)
- Arstmt.laststmtdate (points to Last Statement Date: 6/13/2006)
- Arstmt.lastfinchrgdate (points to Last Finance Charge Date: 9/30/2005)
- Arstmt.agemsg00 (points to Message Description: Currently Due)
- Arstmt.agemsg01 (points to Message Description: 30 Days Overdue)
- Arstmt.agemsg02 (points to Message Description: 60 Days Overdue)
- Arstmt.agemsg03 (points to Message Description: Over 90)

Customer Class – Screen 08.290.00

Custclass.classid

Custclass.descr

Customer Class (08.290.00)

Actions

Class ID: RETAIL

Description: Retail

Customer Defaults | QM Defaults

Price Class:

Terms: 02 3/15 Net 20th of Month

Trade Discount: 0.00

AR Account: 1110 A/R Trade-USD

AR Subaccount: 01-100-AA-00-00-1 Administration-Controller

AR Sales Account: 3030 Sales/Income

AR Sales Subaccount: 01-100-AA-00-00-1 Administration-Controller

Prepay Account: 2072 A/R Prepayment

Prepay Subaccount: 01-100-AA-00-00-1 Administration-Controller

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Salesperson Maintenance – Screen 08.310.00

The screenshot shows a 'Salesperson Maintenance (08.310.00)' window with various data fields. Arrows point from field names to their corresponding values in the form:

- Salesperson.slsperid** points to the Salesperson ID field containing 'MN'.
- Salesperson.name** points to the Name field containing 'Mike Nash'.
- Salesperson.salut** points to the Salutation field containing 'Dear Mike'.
- Salesperson.attn** points to the Attention field containing 'Mike Nash'.
- Salesperson.addr1** points to the Address Line 1 field containing '615 Overview Dr.'.
- Salesperson.addr2** points to the Address Line 2 field, which is empty.
- Salesperson.city** points to the City field containing 'Naperville'.
- Salesperson.state** points to the State/Province field containing 'IL'.
- Salesperson.zip** points to the Postal Code field containing '01111'.
- Salesperson.country** points to the Country/Region field containing 'US'.
- Salesperson.phone** points to the Phone/Ext. field containing '(555) 555-0127'.
- Salesperson.fax** points to the Fax/Ext. field containing '(555) 555-0127'.
- Salesperson.cmmnpct** points to the Commission Pct. field containing '5.50'.
- Salesperson.territory** points to the Territory ID field containing 'WEST'.
- Salesperson.emailaddr** points to the Email Address field, which is empty.

At the bottom of the window, there is a 'History...' button and a status bar showing '0060', 'SYSADMIN', and '6/13/2006'.

Sales Territory – 08.320.00

Territory.territory

Territory.desc

Sales Territory (08.320.00)

Actions

(F4 - for grid/form view)

Territory: WEST

Description: West Region

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Salesperson History – Screen 08.311.00

Salesperson.noteid

Slsperhist.slsperid

Slsperhist.ptdsls00

Slsperhist.ptdsls01

Slsperhist.ptdsls02

Slsperhist.ptdsls03

Slsperhist.ptdsls04

Slsperhist.ptdsls05

Slsperhist.ptdsls06

Slsperhist.ptdsls07

Slsperhist.ptdsls08

Slsperhist.ptdsls09

Slsperhist.ptdsls10

Slsperhist.ptdsls11

Slsperhist.ptdsls12

Slsperhist.ytdsls

Slsperhist.ytdrcpt

Slsperhist.fiscyr

Slsperhist.pernbr

Slsperhist.ptdcogs00

Slsperhist.ptdcogs01

Slsperhist.ptdcogs02

Slsperhist.ptdcogs03

Slsperhist.ptdcogs04

Slsperhist.ptdcogs05

Slsperhist.ptdcogs06

Slsperhist.ptdcogs07

Slsperhist.ptdcogs08

Slsperhist.ptdcogs09

Slsperhist.ptdcogs10

Slsperhist.ptdcogs11

Slsperhist.ptdcogs12

Slsperhist.ytdcogs

Period	Sales	Receipts	Cost of Goods
1	0.00	0.00	0.00
2	0.00	0.00	0.00
3	0.00	0.00	0.00
4	0.00	0.00	0.00
5	0.00	0.00	0.00
6	0.00	0.00	0.00
7	0.00	0.00	0.00
8	0.00	0.00	0.00
9	0.00	0.00	0.00
10	0.00	0.00	0.00
11	0.00	0.00	0.00
12	0.00	0.00	0.00
13	0.00	0.00	0.00
Year to Date:	0.00	0.00	0.00

(1) The fields in the Receipts column are on sequential. For example, receipts for period 2 is Slsperhist.ptdrcpt01, period 3 is Slsperhist.ptdrcpt02, etc.

Hint: The field name is always one less than the period. For example, the sales for period 6 is Slsperhist.ptdsls05, the sales for period 11 is Slsperhist.ptdsls10, etc.

Accounts Receivable Setup – Screen 08.950.00

Invoice Accounts Tab

AR Setup (08.950.00)

Actions

Invoice Accounts | Payment Accounts | GL Options | Customer Defaults | Finance Charge Setup | Other Options

Accounts Receivable:

Account:	1110	A/R Trade-USD	
Subaccount:	01-100-AA-00-00-1		Administration-Controller
Default Cash Account:			
Account:	1030	Cash-US Dollars-US	
Subaccount:	01-100-AA-00-00-1		Administration-Controller
Default Discount Account:			
Account:	4040	Discounts Taken	
Subaccount:	01-100-AA-00-00-1		Administration-Controller
Default Finance Charge Account:			
Account:	3090	Customer Finance Charges	
Subaccount:	01-100-AA-00-00-1		Administration-Controller
Default Income Account:			
Account:	3030	Sales/Income	
Subaccount:	01-100-AA-00-00-1		Administration-Controller

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Arsetup.aracct → Invoice Accounts Account field

Arsetup.arsub → Invoice Accounts Subaccount field

Arsetup.chkacct → Default Cash Account Account field

Arsetup.chksub → Default Cash Account Subaccount field

Arsetup.discacct → Default Discount Account Account field

Arsetup.discsub → Default Discount Account Subaccount field

Arsetup.finchracct → Default Finance Charge Account Account field

Arsetup.finchrsub → Default Finance Charge Account Subaccount field

Arsetup.incacct → Default Income Account Account field

Arsetup.incsub → Default Income Account Subaccount field

Payment Accounts Tab

The screenshot shows the 'Payment Accounts' tab in the 'AR Setup (08.950.00)' window. The window has a blue title bar and a menu bar with 'Actions'. Below the menu bar are several tabs: 'Invoice Accounts', 'Payment Accounts' (selected), 'GL Options', 'Customer Defaults', 'Finance Charge Setup', and 'Other Options'. The main area contains four sections, each with 'Account:' and 'Subaccount:' fields. Red boxes highlight the values in these fields, and arrows point from external labels to them.

Field Label	Account Value	Account Description	Subaccount Value	Subaccount Description
Arsetup.dfltnsfacct	1195	Miscellaneous Receivables Othr	01-100-AA-00-00-1	Administration-Controller
Arsetup.dfltnsfsub				
Arsetup.prepayacct	2072	A/R Prepayment	01-100-AA-00-00-1	Administration-Controller
Arsetup.prepaysub				
Arsetup.dfltsbwoacct	6061	Small Balance WO	01-100-AA-00-00-1	Administration-Controller
Arsetup.dfltsbwosub				
Arsetup.dfltscwacct	6061	Small Balance WO	01-100-AA-00-00-1	Administration-Controller
Arsetup.dfltscwosub				

At the bottom of the window, there is a status bar with the following information: 0060, SYSADMIN, 6/13/2006.

GL Options Tab

The screenshot shows the 'AR Setup (08.950.00)' window with the 'GL Options' tab selected. The window title bar includes standard Windows controls. Below the title bar is an 'Actions' menu with various icons. The main content area has several tabs: 'Invoice Accounts', 'Payment Accounts', 'GL Options' (selected), 'Customer Defaults', 'Finance Charge Setup', and 'Other Options'. The 'GL Options' section contains the following fields:

- GL Posting Option: Summary (dropdown menu)
- Fiscal Period Setup:
 - Current Period Number: 06-2006 (text box, highlighted with a red border)
 - Years to Retain History: 2 (text box)
 - Periods to Retain Tran Detail: 24 (text box)
 - Nbr of Pds in Avg Days to Pay: 6 (text box)

Annotations with arrows point from the following text labels to the corresponding fields in the screenshot:

- Arsetup.glpostopt points to the 'Summary' dropdown.
- Arsetup.currpernbr points to the '06-2006' text box.
- Arsetup.perrethist points to the '2' text box.
- Arsetup.perrettran points to the '24' text box.
- Arsetup.retavgday points to the '6' text box.

The bottom status bar shows '0060', 'SYSADMIN', and '6/13/2006'.

Customer Defaults Tab

The screenshot shows the 'Customer Defaults' tab in the 'AR Setup (08.950.00)' application. The interface includes a menu bar with 'Invoice Accounts', 'Payment Accounts', 'GL Options', 'Customer Defaults', 'Finance Charge Setup', and 'Other Options'. The 'Customer Defaults' section contains several fields and checkboxes:

- Default Statement Cycle: 1
- Default Customer Class: RETAIL
- Default Statement Type: Open Item
- Default Ship Complete Action: n/a
- Default Customers to Auto Apply Payments
- Allow Small Balance Write Off in Payment Applications
 - Maximum Small Balance: 10.00
- Automatically Generate NSF Check Bank Charge
 - NSF Check Bank Charge: 35.00
- Age Payments, Prepayments and Credit Memos

On the right side, there are two sections:

- Payment Application Sort Default:**
 - By Document Type
 - By Reference Number
 - By Due Date
- Customer View Default:**
 - Current plus Open Documents
 - Open Documents Only
 - All Documents

Arrows point from the following data field names to their respective values in the screenshot:

- Arsetup.dfltstmtcycle points to '1'.
- Arsetup.dfltclass points to 'RETAIL'.
- Arsetup.dfltstmttype points to 'Open Item'.
- Arsetup.dfltautoapply points to the 'Default Customers to Auto Apply Payments' checkbox.
- Arsetup.autoapplywo points to the 'Allow Small Balance Write Off in Payment Applications' checkbox.
- Arsetup.autonsf points to the 'Maximum Small Balance' field (10.00).
- Arsetup.nsfchrg points to the 'NSF Check Bank Charge' field (35.00).
- Arsetup.s4future09 points to the 'Age Payments, Prepayments and Credit Memos' checkbox.
- Arsetup.s4future11 points to the 'Customer Defaults' tab.
- Arsetup.pasortdfmt points to the 'Payment Application Sort Default' section.
- Arsetup.custviewdfmt points to the 'Customer View Default' section.
- Arsetup.sblimit points to the 'Maximum Small Balance' field (10.00).

The status bar at the bottom shows '0060', 'SYSADMIN', and '6/13/2006'.

Finance Charge Setup Tab

The screenshot shows the 'AR Setup (08.950.00)' window with the 'Finance Charge Setup' tab selected. The window title bar includes standard minimize, maximize, and close buttons. Below the title bar is an 'Actions' menu with various icons. The main content area contains several tabs: 'Invoice Accounts', 'Payment Accounts', 'GL Options', 'Customer Defaults', 'Finance Charge Setup', and 'Other Options'. The 'Finance Charge Setup' tab is active and contains the following fields and options:

- Annual Finance Charge Percent: 12.00 (annotated with `Arsetup.annfinchrg`)
- Minimum Finance Charge: 1.00 (annotated with `Arsetup.minfinchrg`)
- Always Charge Minimum
- Compound Finance Charge (annotated with `Arsetup.compdfinchrg`)
- Apply Payments to Finance Charges First:
 - No, use Document Date Order
 - Yes, Pay Finance Chgs First (annotated with `Arsetup.finchrgfirst`)
 - Prompt as Payments are Entered

The status bar at the bottom of the window displays '0060', 'SYSADMIN', and '6/13/2006'.

Other Options Tab

The screenshot shows the 'Other Options' tab in the AR Setup window. The window title is 'AR Setup (08.950.00)'. The 'Other Options' tab is selected, showing various configuration options. Arrows point from external labels to specific fields in the window:

- Arsetup.lastbatnbr** points to the 'Last Batch Number' field (000127).
- Arsetup.autoref** points to the 'Auto Reference Numbering' checkbox (checked).
- Arsetup.discpcnyfrominvc** points to the 'Post Payment Discount into Company of Invoice' checkbox (unchecked).
- Arsetup.trandescdfilt** points to the 'Tran Description Default' dropdown menu (Combination ID and Name).
- Arsetup.creditholdtype** points to the 'Credit Checking Type' dropdown menu (Warning Only).
- Arsetup.dayspastdue** points to the 'Days Past Due' field (120).
- Arsetup.overlimittype** points to the 'Over Limit Type/Amount' dropdown menu (Amount).
- Arsetup.slstaxdfilt** points to the 'Sales Tax Default' radio button (Customer Defaults).
- Arsetup.decplqty** points to the 'Qty' spinner field (0).
- Arsetup.decplprcst** points to the 'Price' spinner field (3).
- Arsetup.nbr0803docs** points to the 'Number of documents to display in Payment Applications screen (08.030) before message' field (50).
- Arsetup.lastrefnbr** points to the 'Last Reference Number' field (000083).
- Arsetup.overlimitamt** points to the 'Over Limit Amount' field (1000.00).
- Arsetup.slstax** points to the 'Allow Sales Tax Entry' checkbox (checked).

REPORT INFORMATION

Overview

The information in this section lists each report in the Accounts Receivable module, along with the following information:

Report Formats and Report Names

This section lists the name of the report format from the Report Format field of the report screen. Next to the Report Format is the name of the Report specified in Crystal Reports. This information is also stored in the Rptcontrol table that is part of the system database.

Master Table

Often times when you are looking at the inquiry list in the sort or select field of a report, you may see the same field in more than one table. For example, the account number field (acct) is in several tables. If you are specifying a Sort or Select statement based on a field that is contained in multiple tables, your report may process faster if you use the field from the master table. This section gives you the master table or view that is used in the report.



***NOTE:** A View is a virtual table that has contents that are defined by a SQL statement. A View appears like a table with columns and rows of data, but does not exist in the database as a stored set of data values. All of the reports that are written with a View, rather than a master table, begin with the letter V. For purposes of sort and select statements, a View is just like any other table in a report and can be accessed in Sort and Select statements.*

Default Sort Fields

This section lists the sort fields, in the same order as the fields are in the report. If different fields are selected when sorting a report, the totals on the report may no longer be accurate. When running a report with a Sort statement, use this section of the manual to see the fields the report currently uses as sort fields to help you ensure your sort field is a good choice.

Common Sort Examples

At the bottom of each report, there is a list of common Sort and Select fields you might use in the report, along with the possible values for the field listed.

Statements – Screen 08.600.00

Report Formats	Report Name	Master Table	Default Sort Fields
Solomon IV Forms	08600	Ar08600_wrk	Ar08600_wrk.custid Ar08600_wrk.docdate @grptyperef Ar08600_wrk.doctype
Solomon IV Forms MC	08600mc	Ar08600_wrk	Ar08600_wrk.custid @grptyperef Ar08600_wrk.doctype

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Ar08600_wrk.custid	User defined customer IDs
Statement Cycle	Ar08600_wrk.customer.stmtcycleid	User defined cycle IDs

Aged AR – Screen 08.610.00

Report Formats	Report Name	Master Table	Default Sort Fields
Detail by Days Past Due	08610dp	Vr_08610dp	Vr_08610dp.cpnid Vr_08610dp.stmtcycleid Grpcustidname ¹ Vr_08610dp.parent Vr_08610dp.ord Vr_08610dp.refnbr
Summary by Days Past Due	08610sp	Vr_08610sp	Vr_08610sp.cpnid Vr_08610sp.stmtcycleid Grpcustidname ¹ Vr_08610sp.cname
Detail by Days Outstanding	08610do	Vr_08610do	Vr_08610do.cpnid Vr_08610dp.stmtcycleid Grpcustidname ¹ Vr_08610do.parent Vr_08610do.ord Vr_08610do.refnbr
Detail by Days Past Due – MC	08610dpm	Vr_08610dp	Vr_08610dp.cpnid Vr_08610dp.stmtcycleid Grpcustidname ¹ Vr_08610dp.parent Vr_08610dp.ord Vr_08610dp.refnbr
Detail by Days Outstanding – MC	08610dom	Vr_08610do	Vr_08610do.cpnid Vr_08610dp.stmtcycleid Grpcustidname ¹ Vr_08610do.parent Vr_08610do.ord Vr_08610do.refnbr
Summary Customer Balances	08610s	Vr_08610sp	Vr_08610sp.cpnid Vr_08610dp.stmtcycleid Grpcustidname ¹ Vr_08610sp.cname

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Vr_08610dp.custid	User defined customer IDs
Document Type	Vr_08610dp.doctype	Example: IN, PA, CM, DM



***NOTE:** Depending on the report format you are printing, when entering a Sort or Select statement in this report, substitute the table name located in the Field Name column, with the table name as noted in the Master Table field. For example, Vr_08610dp, Vr_08610sp, Vr_08610do, etc.*

Period Sensitive Aged AR – Screen 08.611.00

Report Formats	Report Name	Master Table	Default Sort Fields
Historical	08611	Vr_08611	Vr_08611.cpnid Vr_08611.stmtcycleid Grpcustidname ¹ Vr_08611.refnbr
Historical – MC	08611mc	Vr_08611	Vr_08611.cpnid Vr_08611.stmtcycleid Vr_08611.custid Vr_08611.refnbr

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Vr_08611.custid	User defined customer IDs
Document Type	Vr_08611.doctype	Example: IN, PA, CM, DM
Due Date	Vr_08611.duedate	Example: 05/15/06

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

Customer Trial Balance – Screen 08.620.00

Report Formats	Report Name	Master Table	Default Sort Fields
Open Plus Current Period	08620c	Vr_08620c	Vr_08620c.cpnyid Vr_08620c.grpacctsub @srtbyname Vr_08620c.custid Vr_08620c.parent Vr_08620c.recordid
Open Documents Only	08620o	Vr_08620o	Vr_08620o.cpnyid Vr_08620o.grpacctsub @srtbyname Vr_08620o.custid Vr_08620o.parent Vr_08620o.recordid
All Documents	08620	Vr_08620	Vr_08620.cpnyid Vr_08620.grpacctsub @srtbyname Vr_08620.custid Vr_08620.parent Vr_08620.recordid
Open Plus Current Period – MC	08620cmc	Vr_08620c	Vr_08620c.cpnyid Vr_08620c.grpacctsub @srtbyname Vr_08620c.custid Vr_08620c.parent Vr_08620c.recordid
Open Documents Only – MC	08620omc	Vr_08620o	Vr_08620o.cpnyid Vr_08620o.grpacctsub @srtbyname Vr_08620o.custid Vr_08620o.parent Vr_08620o.recordid
All Documents – MC	08620mc	Vr_08620	Vr_08620.cpnyid Vr_08620.grpacctsub @srtbyname Vr_08620.custid Vr_08620.parent Vr_08620.recordid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Vr_08620c.custid	User defined customer IDs
Document Date	Vr_08620c.docdate	Example: 06/20/06
General Ledger AR Account	Vr_08620c.aracct	Valid account number

Report Assistant – Accounts Receivable

Period to Post	Vr_08620c.perpost	Example: 200602
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NOTE: Depending on the report format you are printing, when entering a Sort or Select statement in this report, substitute the table name located in the Field Name column, with the table name as noted in the Master Table field. For example, Vr_08620c, Vr_08620o, Vr_08620, etc.

Customer Period Trial Balance – Screen 08.621.00

Report Formats	Report Name	Master Table	Default Sort Fields
Prior Period	08621	Vr_08621	Vr_08621.cpnid Vr_08621.grpacctsub Vr_08621.custid Vr_08621.parent Vr_08621.recorded
Prior Period – MC	08621mc	Vr_08621	Vr_08621.cpnid Vr_08621.grpacctsub Vr_08621.custid Vr_08621.parent Vr_08621.recordid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Vr_08621.custid	User defined customer IDs
Document Date	Vr_08621.docdate	Example: 06/20/06
General Ledger AR Account	Vr_08621.aracct	Valid account number
Period to Post	Vr_08621.perpost	Example: 200602

Account Distribution – Screen 08.630.00

Report Formats	Report Name	Master Table	Default Sort Fields
Standard	08630	Vr_08630	Vr_08630.cpnid Acctsub ¹
Multi-Currency	08630mc	Vr_08630	Vr_08630.cpnid Acctsub ¹ Vr_08630.trandate

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
General Ledger Account	Vr_08630.acct	Valid account number
Batch Number	Vr_08630.batnbr	Example: 801253
General Ledger Subaccount	Vr_08630.sub	Valid subaccount number
Transaction Type	Vr_08630.trantype	IN, PA, CM, DM
Customer ID	Vr_08630.custid	User defined customer IDs

AR Transactions – Screen 08.640.00

Report Formats	Report Name	Master Table	Default Sort Fields
Standard	08640	Artran	Ardoc.cpnid Artran.batnbr Artran.refnbr Artran.recordid
Multi-Currency	08640mc	Artran	Ardoc.cpnid Artran.batnbr Artran.refnbr Artran.recordid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
General Ledger Account	Artran.acct	Valid account number
Batch Number	Artran.batnbr	Example: 801253
General Ledger Subaccount	Artran.sub	Valid subaccount number
Transaction Type	Artran.trantype	IN, PA, CM, DM
Customer ID	Artran.custid	User defined customer IDs
Reference Number	Artran.refnbr	Example: 101218
Period Entered	Artran.perent	Example: 200602

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

Customers – Screen 08.650.00

Report Formats	Report Name	Master Table	Default Sort Fields
Detail	08650	Vr_08650d	Vr_08650d.custcustid Vr_08650d.cpnyid
Summary	08650mc	Vr_08650s	Vr_08650s.custid

The following table shows fields typically used for Sort/Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Vr_08650d.custcustid	User defined customer IDs
Customer State	Vr_08650d.state	Example: ID, MT, OH, etc.
Customer Class	Vr_08650d.classid	User defined class IDs



NOTE: Depending on which report format you are printing, when specifying a Sort or Select statement in this report, substitute the table name located in the Field Name column, with the table name as noted in the Master Table field. For example, Vr_08650d or Vr_08650s.

Customer History – Screen 08.651.00

Report Formats	Report Name	Master Table	Default Sort Fields
Standard	08651	Arhist	Arhist.cpnid Arhist.custid Arhist.fiscyr
Balances	08651b	Arhist	Arhist.cpnid Arhist.fiscyr Customer.custid Arhist.custid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Arhist.custid	User defined customer IDs
Fiscal Year	Arhist.fiscyr	Example: 2006
Year to Date Sales	Arhist.ytdsales	Sales Level (Example: 20000)

Document Register – Screen 08.660.00

Report Formats	Report Name	Master Table	Default Sort Fields
Standard	08660	Ardoc	Ardoc.cpnid Ardoc.refnbr
Multi-currency	08660mc	Ardoc	Ardoc.cpnid Ardoc.refnbr

The following table shows fields typically used for Sort and Select parameters for this report:

<i>Sort/Select Item</i>	<i>Field Name</i>	<i>Format / Possible Values</i>
Customer ID	Ardoc.custid	User defined customer IDs
Transaction Type	Ardoc.doctype	IN, PA, CM, DM
Transaction Date	Ardoc.docdate	Example: 1/15/06

Recurring Invoices – Screen 08.670.00

Report Formats	Report Name	Master Table	Default Sort Fields
Standard	08670	Ardoc	Ardoc.cpnymid Ardoc.custid Ardoc.refnbr Ardoc.doctype Artran.acct Artran.sub Artran.linembr Artran.recordid
Multi-currency	08670MC	Ardoc	Ardoc.cpnymid Ardoc.custid Ardoc.refnbr Ardoc.doctype Artran.acct Artran.sub Artran.linembr Artran.recordid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Ardoc.custid	User defined customer IDs
Invoice Reference Number	Ardoc.refnbr	Example: 801235
Sales Account	Artran.acct	Valid account number

Statement Cycles – Screen 08.680.00

Report Formats	Report Name	Master Table	Default Sort Fields
Default only	08680	Arstmt	Arstmt.stmtcycleid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Statement Cycle	Arstmt.stmtcycleid	User defined IDs
Last Aging Date	Arstmt.lastagedate	Example: 3/25/06
Last Statement Date	Arstmt.laststmtdate	Example: 3/21/06

Customer Classes – Screen 08.690.00

Report Formats	Report Name	Master Table	Default Sort Fields
Default Format Only	08690	Ar08690_wrk	Ar08690_wrk.classid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Class	Ar08690_wrk.classid	User defined class IDs

Sales Analysis by Customer – Screen 08.710.00

Report Formats	Report Name	Master Table	Default Sort Fields
Current Year	08710	Customer	Customer.custid Arhist.Fiscyr
With Prior Yr Comparison	08710p	Vr_0871p	Vr_08710p.custid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer ID	Customer.custid	User defined customer IDs

Sales Analysis by Class – Screen 08.720.00

Report Formats	Report Name	Master Table	Default Sort Fields
Default only	08720	Customer	Customer.classid Customer.custid Arhist.fiscyr

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
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Sales Analysis by Salesperson – Screen 08.730.00

Report Formats	Report Name	Master Table	Default Sort Fields
Default only	08730	Slspershist	Slspershist.slspersid

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Salesperson	Slspershist.slspersid	User defined salesperson IDs

Sales by Customer – Screen 08.740.00

Report Formats	Report Name	Master Table	Default Sort Fields
Detail	08740	Customer	Artran.cpnid Customer.custid Typeref ¹
Summary	08740	Customer	Artran.custid Artran.trantype Typeref ¹

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer	Customer.custid	User defined customer IDs

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

Sales by Commission – Screen 08.750.00

Report Formats	Report Name	Master Table	Default Sort Fields
Commission on Issued Invoices	08750i	Ardoc	Ardoc.cpnymid Ardoc.slsperid Slstranref ¹
Commission on Partial Pmts.	08750p	Ardoc	Ardoc.cpnymid Ardoc.slsperid Ardoc.doctype Ardoc.refnbr Artran.linenbr
Commission on Paid Invoices	08750c	Ardoc	Ardoc.cpnymid Ardoc.slsperid Slstranref ¹

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Salesperson	Ardoc.slsperid	User defined salesperson IDs
Inventory ID	Artran.invtid	User defined inventory IDs
Customer	Ardoc.custid	User defined customer IDs
Date	Ardoc.docdate	Example: 7/15/06

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

Invoice/Memo Forms – Screen 08.760.00

Report Formats	Report Name	Master Table	Default Sort Fields
Default only	08760	Ardoc	Ardoc.custid Ardoc.refnbr @sortorder

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer	Ardoc.custid	User defined customer IDs
Document Reference Number	Ardoc.refnbr	Example: 001178
Date	Ardoc.docdate	Example: 7/15/06

Document History – Screen 08.770.00

Report Formats	Report Name	Master Table	Default Sort Fields
Detail	08770	Ardoc	Ardoc.cpnid Refnbrcustiddoctype ¹ Ardoc.docdate
Summary	08770	Ardoc	Ardoc.cpnid Refnbrcustiddoctype ¹ Ardoc.docdate
Detail – Multi-Currency	08770mc	Ardoc	Ardoc.cpnid Refnbrcustiddoctype ¹ Ardoc.docdate
Summary – Multi-Currency	08770mc	Ardoc	Ardoc.cpnid Refnbrcustiddoctype ¹ Ardoc.docdate

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Customer	Ardoc.custid	User defined customer IDs
Document Reference Number	Ardoc.refnbr	Example: 001178
Transaction Type	Ardoc.doctype	RC, IN, FL, CM, DM
Batch Number	Ardoc.batnbr	Example: 301258
General Ledger Account Number	Artran.acct	Valid account number
General Ledger Subaccount Number	Artran.sub	Valid subaccount number

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

AR Batch Register – Screen 08.800.00

Report Formats	Report Name	Master Table	Default Sort Fields
Summary	08800s	Batch	Batch.cpnyid Batch.batnbr
With Account Distribution	08800d	Batch	Batch.cpnyid Batch.batnbr Acct_sub ¹
Summary – Multi-Currency	08800smc	Batch	Batch.cpnyid Batch.batnbr
With Account Distribution – MC	08800dmc	Batch	Batch.cpnyid Batch.batnbr Acct_sub ¹

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Batch Number	Batch.batnbr	Example: 301258
Batch Status	Batch.status	P, U, H, B, K
Period Entered	Batch.perent	Example: 200604
Entry Screen	Batch.editscrnbr	Example: 080100
General Ledger Account	Batch.acct	Valid account number
General Ledger Subaccount	Batch.sub	Valid subaccount number

¹ This field is a temporary field calculated for this report and is not stored in the database. Therefore, the field is not available for Sort and Select statements in the Field list.

AR Edit Report – Screen 08.810.00

Report Formats	Report Name	Master Table	Default Sort Fields
Standard	08810	Vr_08810	Vr_08810.cpnid Vr_08810.batnbr Vr_08810.custid Vr_08810.doctype Vr_08810.refnbr Vr_08810.custid Vr_08810.doctype Vr_08810.bankacct Vr_08810.acct Vr_08810.sub Vr_08810.recordid
Multi-Currency	08810mc	Vr_08810	Vr_08810.refnbr Vr_08810.custid Vr_08810.doctype Vr_08810.bankacct Vr_08810.acct Vr_08810.sub Vr_08810.recordid

The following table shows fields typically used for Sort and Select parameters for this report:

<i>Sort/Select Item</i>	<i>Field Name</i>	<i>Format / Possible Values</i>
Batch Number	Vr_08810.batnbr	Example: 301258
Batch Status	Vr_08810.status	P, U, H, B, K
Period Entered	Vr_08810.perent	Example: 200604
Entry Screen	Vr_08810.editscrnbr	Example: 080100
Transaction Reference Number	Vr_08810.refnbr	Example: 001179

Payment Applications – Screen 08.820.00

Report Formats	Report Name	Master Table	Default Sort Fields
Detail	08820	Ar08820_wrk	Ar08820_wrk.cpnyid Ar08820_wrk.custid Ar08820_wrk.adjgdoctype Ar08820_wrk.adjgrefnbr
Summary	08820	Ar08820_wrk	Ar08820_wrk.cpnyid Ar08820_wrk.custid Ar08820_wrk.adjgdoctype Ar08820_wrk.adjgrefnbr
Detail Multi-Currency	08820mc	Ar08820_wrk	Ar08820_wrk.cpnyid Ar08820_wrk.custid Ar08820_wrk.adjgdoctype Ar08820_wrk.adjgrefnbr
Summary Multi-Currency	08820mc	Ar08820_wrk	Ar08820_wrk.cpnyid Ar08820_wrk.custid Ar08820_wrk.adjgdoctype Ar08820_wrk.adjgrefnbr

The following table shows fields typically used for Sort and Select parameters for this report:

Sort/Select Item	Field Name	Format / Possible Values
Payment Reference Number	Ar08820_wrk.adjgrefnbr	Check number
Paid Item Number	Ar08820_wrk.adjdrefnbr	Invoice or debit memo number
Customer ID	Ar08820_wrk.custid	User defined customer IDs
Payment Entry Batch Number	Ar08820_wrk.adjgdoc_batnbr	Example: 301258
Payment Application Batch Number	Ar08820_wrk.adjbatnbr	Example: 301259