



Table of Contents

<i>Accounts Receivable</i>	3
Setting Up Customers for Accounts Receivable.....	3
Setting up Accounts Receivable to Post to the Balance Sheet.....	4
Creating an Accounts Receivable Account	5
Setting up the Ledger Interface for the Accounts Receivable Account	6
Entering a Customer Invoice	7
Editing a Customer Invoice	9
Printing the Invoice	9
<u>To Re-Print an Invoice:.....</u>	<u>11</u>
Make the Invoice Permanent.....	11
Post a Cash Receipt from an Accounts Receivable Invoice.....	12
Cash Receipt Entry Screen - What is this?	13
“Show Invoices that are:” Open/Closed	13
“Account Dimension Filter”	13
“Close Items”	13
“Zero Unpaid Amount”	14
“Green Accounting”	14