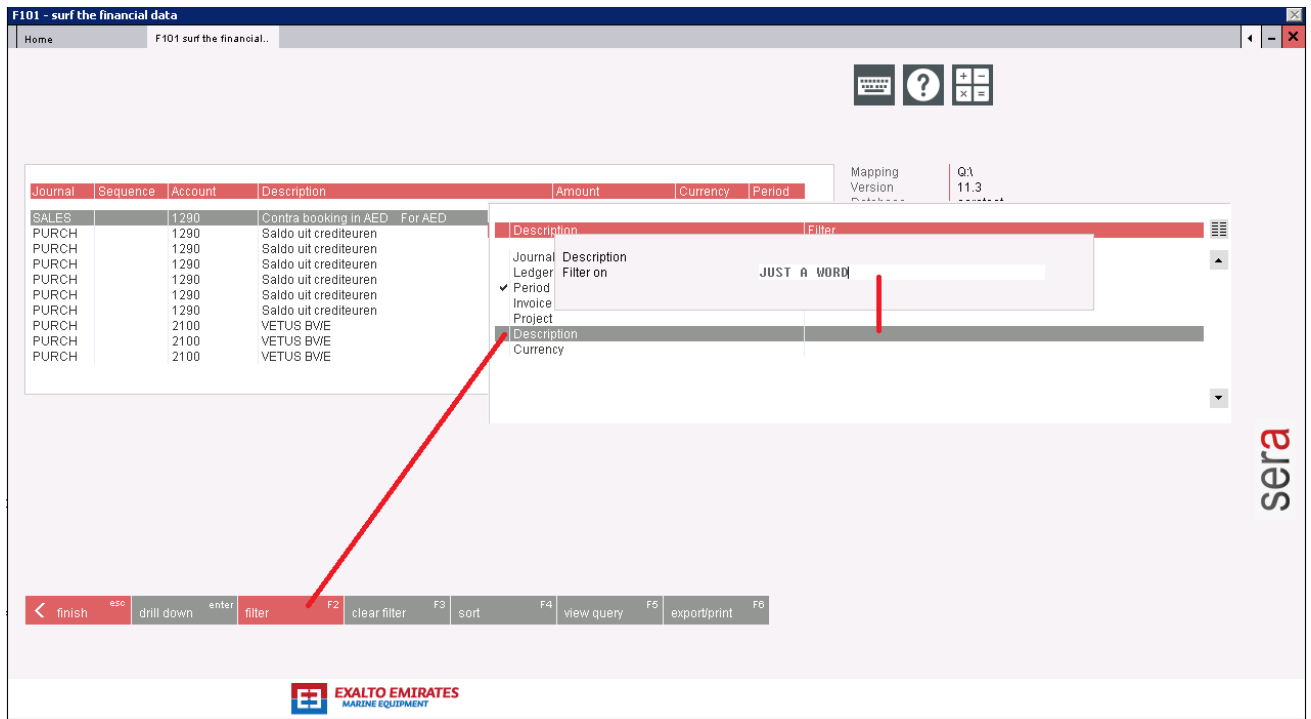Start program F101

The general ledger postings will appear in the screen. The programs opens with a filter on the actual year, but all data is available. The number of records in one screen is limited to 2.000 but that will enough by setting filters on accounts, periods, journals or description.
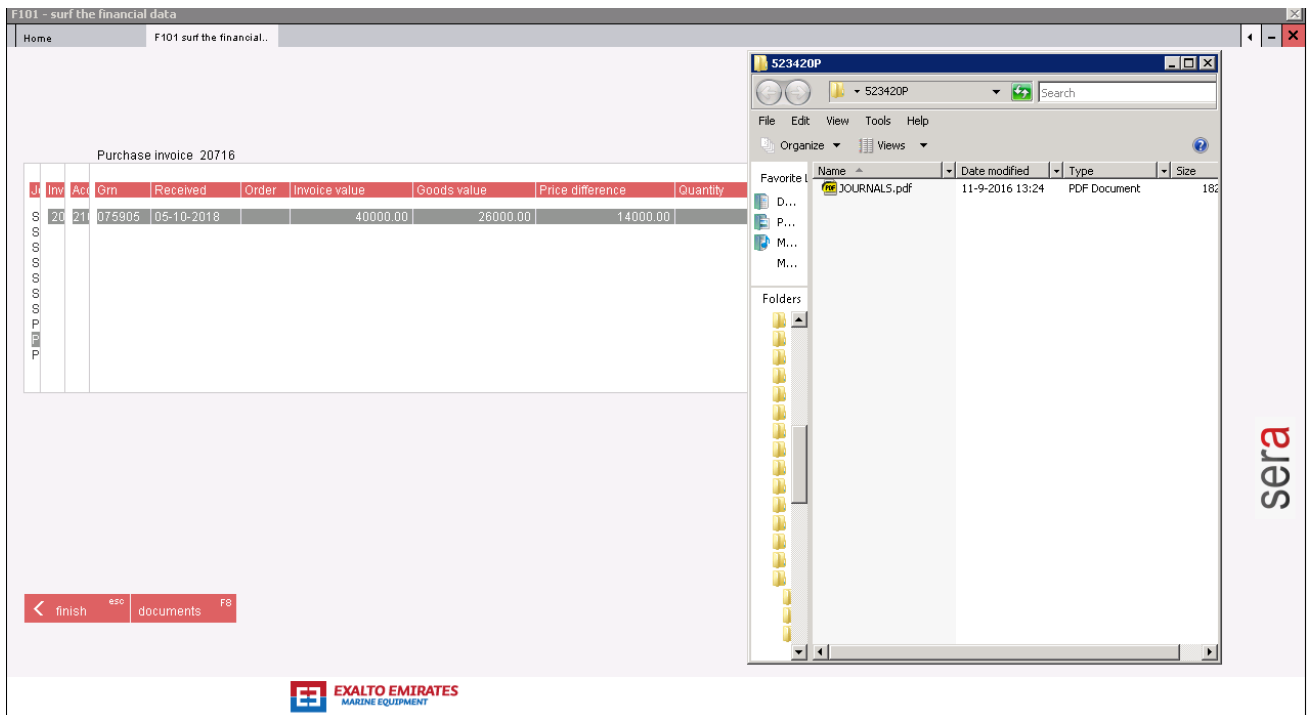

The data can be filtered and sorted. Once a filter or a sorting sequence is set, the buttons below are enlightened.

Use the "Drill Down" (ENTER) button to look into details.
Depending on the type of posting the system will show more or less details. In most cases there are different options to drill down.
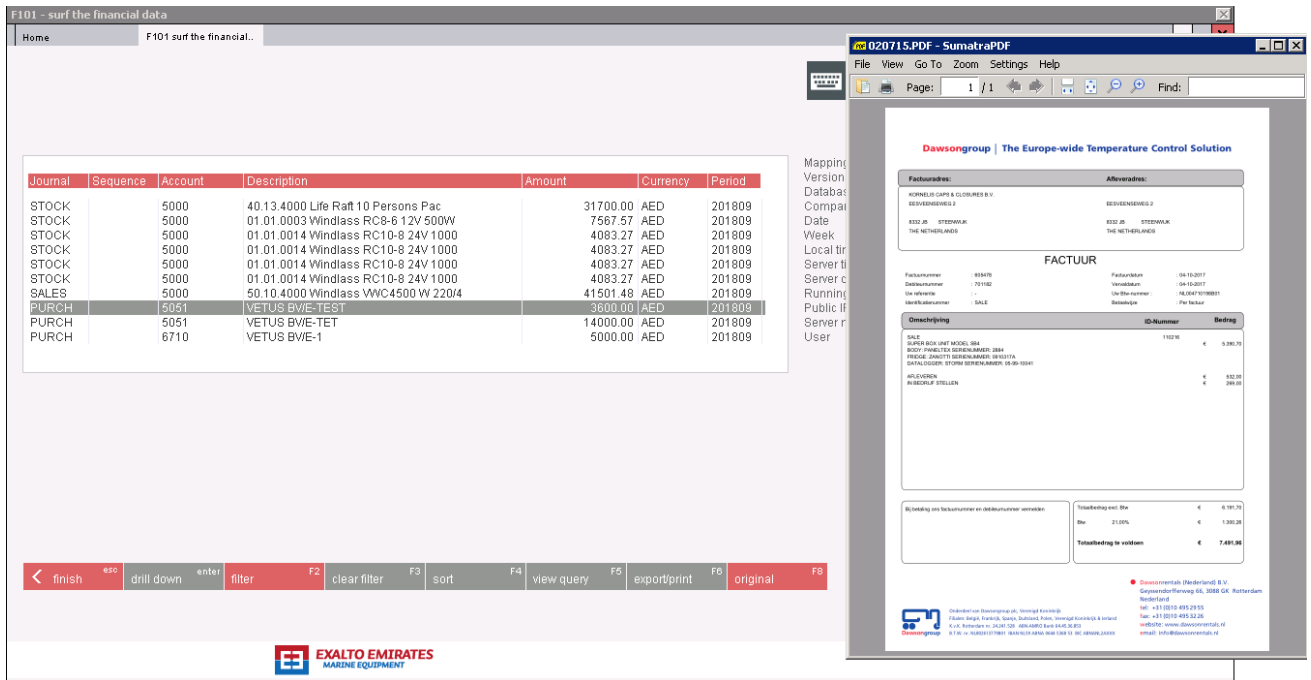
The button "Original" will appear when a PDF purchase invoice is found.

Goods receipts and details of purchase invoices may refer to documents related to the goods receipt. Documents have to be stored in de document directory like x:\sera\mailer\goods.
The is a directory for each purchase order or production order. Documents like receipt notes, certificates can be stored there.