Register Balance Report



IN MANAGER MODE: Incase you need to reprint your Register Balance or Category Report Go to Reports

1. Select Reports Button

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Manager Mode

Register Balance Report



REPORT CENTER:

- 1. Under Report Type, Select Management Reports
- 2. Under Report, Select Daily Balance History
- 3. Select Run Report (F7)

Register Balance Report

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🗟 Register	Balance Histo	ry -										
Benorts	6	POS	1				*					I
Berister	Balance		Date	Time	Ben	Batch Bec	inning Balance	Cash	Checks	Charge	/Debit En	ding Balanci
Credit Ca	ards		3/04/2011	3:05 PM	1	20	30.00	1014.	54 22	21.72	95.22	
Category	,		1/03/2011	4:05 PM	1	19	0.00	185.	59	0.00	18.60	3
		1	2/27/2010	5:07 PM	1	18	35.00	315.	00 1	15.00	0.00	
		1	2/22/2010	4:59 PM	1	17	35.00	103.	60 3	34.38	38.49	
		1	2/22/2010	4:30 PM	1	16	35.00	116.	44	2.00	21.00	3
		1	2/22/2010	3:38 PM	1	15	35.00	70.	65 1	8.00	0.00	:
		1	2/20/2010	5:15 PM	1	14	35.00	500.	.00	0.00	0.00	3
		1	2/17/2010	10:03 AM	1	13	35.00	70.	38	0.00	0.00	3
Туре	Date	Time	Ref #	Ca	sh In	Cash Out	Check	Credit Card	Debit Card	Disc	On Account	Finance
Cash In	1/03/2011	4:15 PM	5852401		30.00	0.00	0.00	0.00	0.00	0.00	0.00	
Deposit	1/28/2011	12:51 PM	524		44.52	0.00	0.00	0.00	0.00	0.00	0.00	
Deposit	1/28/2011	3:30 PM	525		44.52	0.00	0.00	0.00	0.00	0.00	0.00	
Deposit	2/01/2011	11:09 AM	527		44.52	0.00	0.00	0.00	0.00	0.00	0.00	
Deposit	2/01/2011	11:15 AM	528		44.52	0.00	0.00	0.00	0.00	0.00	0.00	
Deposit	2/08/2011	9:29 AM	531		25.00	0.00	0.00	0.00	0.00	0.00	0.00	
Deposit	2/08/2011	10:17 AM	531		19.52	0.00	0.00	0.00	0.00	0.00	0.00	
Invoice	1/03/2011	4:06 PM	1709		41.34	0.00	0.00	0.00	0.00	0.00	0.00	
Invoice	1/03/2011	4:09 PM	1711		0.00	0.00	45.00	0.00	0.00	0.00	0.00	
Invoice	1/03/2011	4:10 PM	1/12		0.00	0.00	0.00	40.74	0.00	0.00	0.00	
Invoice	1/03/2011	4:11 PM	1713		0.00	0.00	0.00	38.10	0.00	0.00	0.00	



REPORT CENTER:

1. Select Register Balance

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Register Balance Report

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Register	Balance Histor	y		_	_	_			-		
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Reports	(2										Ľ
Register	Balance	D	ate	Time Reg.	Batch B	eginning Balance	Cash	Checks	Charge/	Debit En	nding Balance
Credit Ca	ards	3/(04/2011	3:05 PM	1 20	30.00	1014.54	221.7	2	95.22	30.00
Category	y	1/0	03/2011	4:05 PM	1 19	0.00	185.59	0.0	0	18.60	30.00
		12/2	27/2010	5:07 PM	1 18	35.00	315.00	15.0	0	0.00	0.00
		12/2	22/2010	4:59 PM	1 17	35.00	103.60	34.3	8	38.49	35.00
		12/2	22/2010	4:30 PM	1 16	35.00	116.44	2.0	0	21.00	35.00
	_	12/2	22/2010	3:38 PM	1 15	35.00	70.65	18.0	0	0.00	35.00
		12/2 12/2 12/2	22/2010 20/2 POSit 17/2	3:38 PM	1 15	35.00	70.65	18.0	0 0 0	0.00 0.00 0.00	35.00 35.00 35.00
Туре	Date	12/. 12/. 12/ 12/ Time	22/2010 20/2 17/2 Thef	3:38 PM t ive Alert! You can print l	1 15 he Register Balar	35.00 ce Detail, the Regis	70.65 ter Balance Sum	18.0 mary, or Both.	0 0 0 Disc	0.00 0.00 0.00 On Account	35.00 35.00 35.00
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Type Cash In Deposit Deposit Deposit Deposit Deposit Deposit Invoice	Date 1/03/2011 1/28/2011 2/01/2011 2/01/2011 2/08/2011 1/03/2011	12/ 12/ 12/ 12/ 12/ 12/ 12/ 12/ 12/ 12/	22/2010 20/2 17/2 58 58 527 528 531 531 531 1709	3:38 PM ive Alert! You can print I Both 44.5 44.5 25:0 19:5 41:3	1 15 he Register Balar Detail 2 0.00 2 0.00 0 0.00 2 0.00 4 0.00	35.00 ce Detail, the Regis Balance 0.00 0.00 0.00 0.00 0.00 0.00	70.65 ter Balance Sum Cancel 0.00 0.00 0.00 0.00 0.00 0.00	18.0 mary, or Both. 0.00 0.00 0.00 0.00 0.00	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	35.00 35.00 35.00 Financed 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0
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REPORT CENTER:

1. To Print Both the Register Balance Detail and the Register Balance Summary Reports, select Both

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- 2. To Print the Register Balance Detail, select Detail
- 3. To Print the Register Balance Summary, Select Balance

Register Balance Report

	Report Preview											
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REPORT CENTER:

1. This Report Shows the Register Balance Detail Report

Register Balance Report

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	File							
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REPORT CENTER:

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1. This Report Shows the Register Balance Summary Report