

MONTHLY SALES REPORTS

To specify a line code to print a monthly sales report @ month end:

#7 Files

#4 Customer Line Master

Enter customer number to work with, line codes will be displayed.

F3 Entry Mode by Line Code. Or lace an "x" by line code to work with, make appropriate changes.

Go to Screen 2 (shown below)

Place a "P" in print on monthly sales report

For special report put an "S" in the produce special report.

F1 Update changes

F7 Exit program

If you need additional information, email support@southpoint.net or call our office.