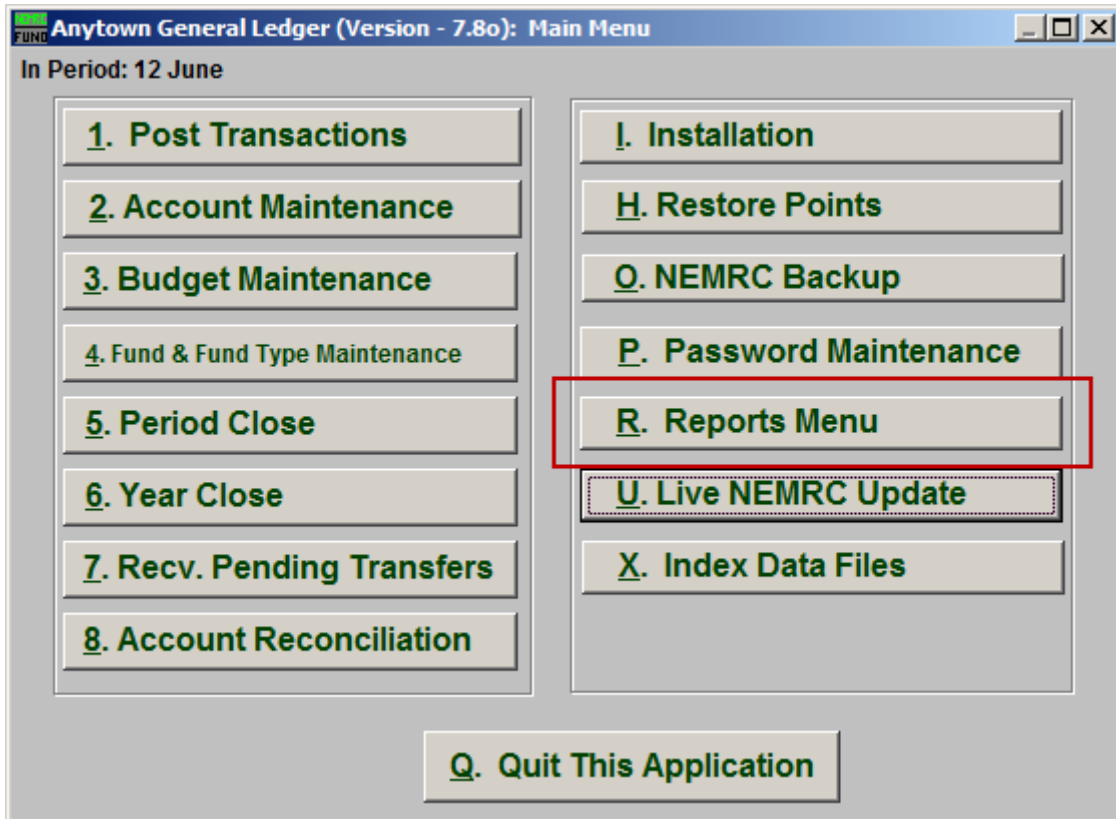


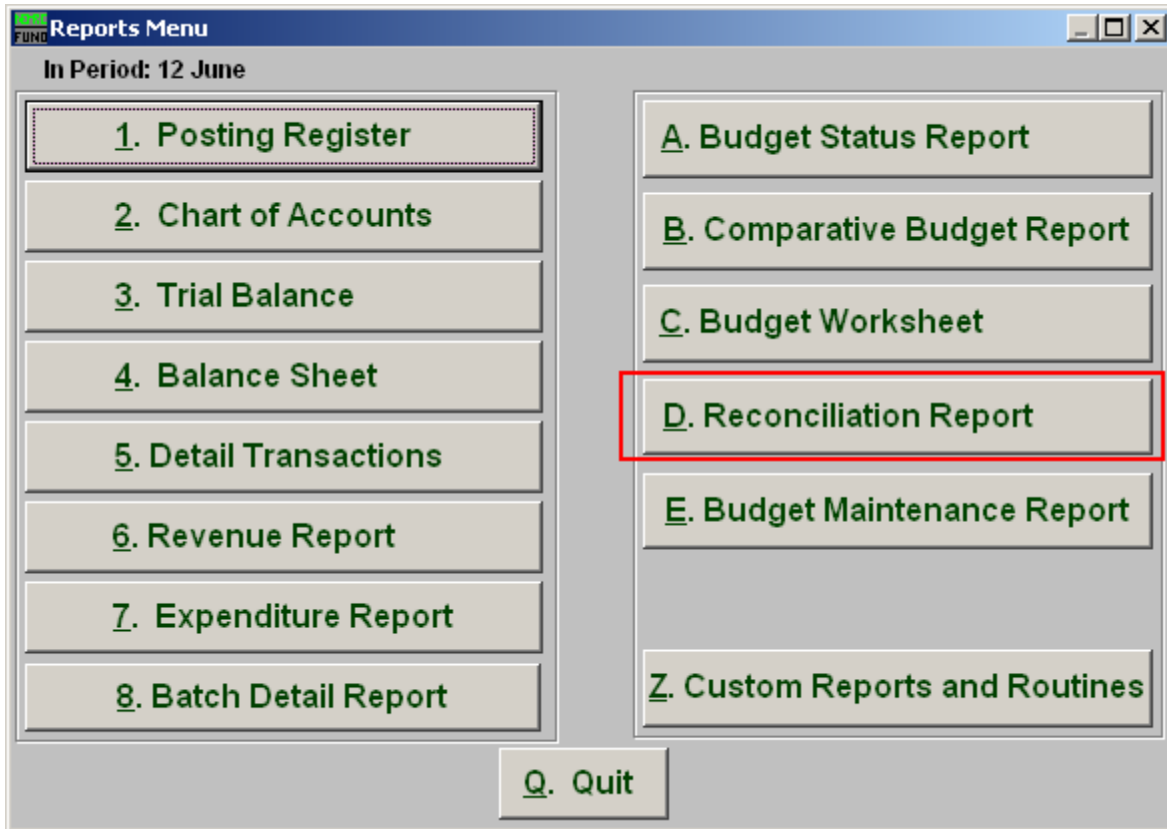
General Ledger

R. Reports Menu: D. Reconciliation Report



Click on “R. Reports Menu” from the Main Menu and the following window will appear:

General Ledger



Click on “D. Reconciliation Report” from the Reports Menu and the following window will appear:

General Ledger

Reconciliation Report

- 1. Account:** Enter the General Ledger account number that was reconciled or click “Find” and select from there.
- 2. Statement Date:** Enter the statement date for the collection of items reconciled on that date.
- 3. Preview:** Click this button to preview. Refer to GENERAL PREVIEW for more information.
- 4. Print:** Click this button to print. Refer to GENERAL PRINTING for more information.
- 5. Cancel:** Click “Cancel” to cancel and return to the previous screen.