



Tips 'n' Tricks from Altico



There are dozens of little tips and tricks for using your Microsoft Dynamics GP system that can make your life ever so much easier. We'll be bringing you a new tip every month in the hope that you find them useful.

The resident Altico wizard presents your December 2007 tip:

Voiding a Quick Check

Quick checks are those checks printed directly from the Payables Transaction Entry screen (Transactions -> Purchasing -> Payables Transaction Entry) The check printed debits expense and credits cash.

If the check is voided (Transaction -> Purchasing -> Void Historical Transactions) the system debits cash and credits AP. It then puts a voucher to be paid to the vendor in AP. The original expense account remains debited. If the transaction is to be voided, the user must enter a credit memo against the remaining voucher. Otherwise, you can pay the voucher as a normal payable.

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I'm NOT the resident wizard, but be that as it may, you're welcome to channel your questions through me.

Yours,

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