

BENEFITS

Manage more effectively

The Normal AP process leaves you with unwanted documents on your books. Release Work Flow Voucher gives you the ability to release vouchers only after they have gone thru the WorkFlow release process and are approved for payment so that your payables account is not overstated.

Tracking

You can keep Batch Declined vouchers for later processing or delete them automatically. Vouchers sent to WorkFlow can be batched in a single "holding" batch, allowing you to quickly know the total cost of vouchers currently in the WorkFlow process.

Maintain Security

Check Signers can review workflow approval routes and notes prior to signing checks.

Reporting

Reports for WorkFlow related items are included such as Approval Routes, Users, Templates and Current Status.

Progressive System Solutions, Inc.

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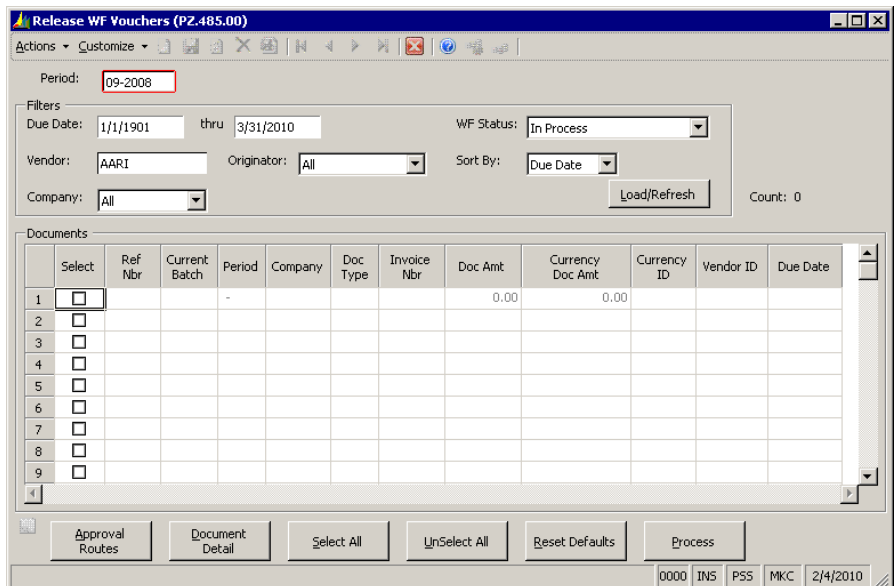
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Release Workflow Voucher

Release Workflow Voucher works in conjunction with CIE's Image Link Work Flow Module



Release WF Vouchers (PZ.485.00)

Period: 09-2008

Filters: Due Date: 1/1/1901 thru 3/31/2010 | WF Status: In Process

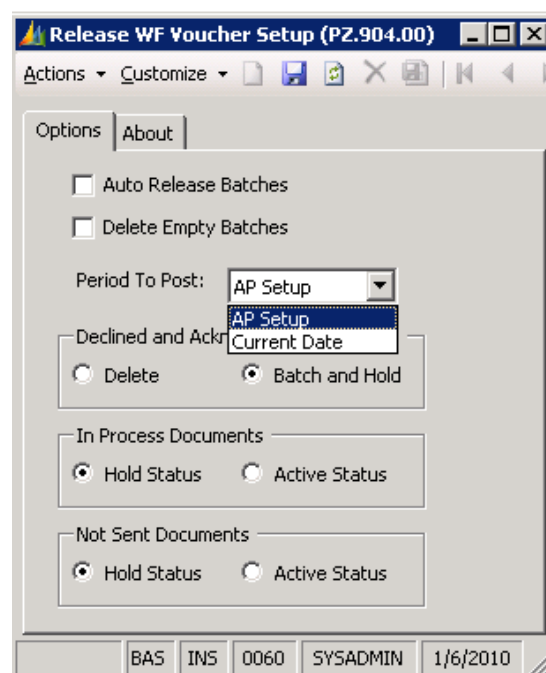
Vendor: AARI | Originator: All | Sort By: Due Date

Company: All | Load/Refresh | Count: 0

Select	Ref Nbr	Current Batch	Period	Company	Doc Type	Invoice Nbr	Doc Amt	Currency Doc Amt	Currency ID	Vendor ID	Due Date
<input type="checkbox"/>							0.00	0.00			
<input type="checkbox"/>											
<input type="checkbox"/>											
<input type="checkbox"/>											
<input type="checkbox"/>											
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Buttons: Approval Routes, Document Detail, Select All, Unselect All, Reset Defaults, Process

Status: 0000 INS PSS MKC 2/4/2010



Release WF Voucher Setup (PZ.904.00)

Options | About

Auto Release Batches

Delete Empty Batches

Period To Post: AP Setup

Declined and Ack: AP Setup, Current Date

Delete Batch and Hold

In Process Documents: Hold Status Active Status

Not Sent Documents: Hold Status Active Status

Buttons: BAS INS 0060 SYSADMIN 1/6/2010