

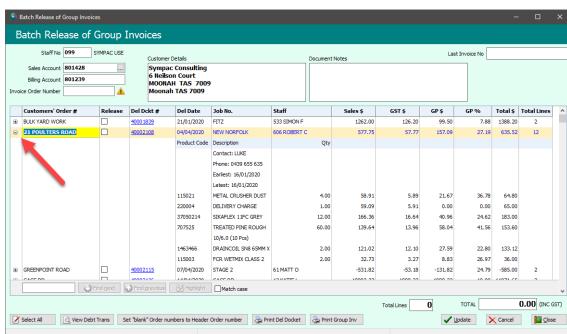
## You asked. We Listened. We Delivered! Find out what's new & what's improved in sympac

#### **Group Invoicing Form - New Features!**

### Enhanced document grid

You can now view document details directly on the invoice summary grid.

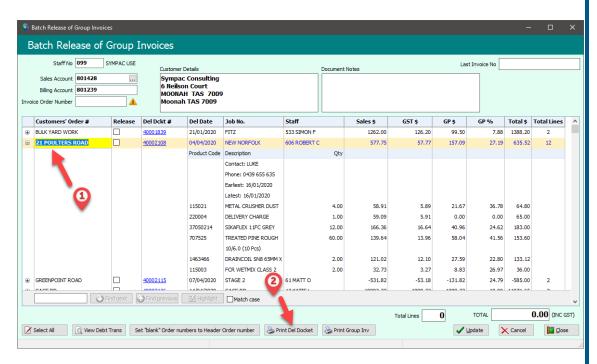
Click the node +/- to expand and collapse document details.



This shows similar information to clicking the <u>Del Dckt #</u> link.

## Print Delivery Dockets

Now available from the Group Invoicing form.



Check out our Quick Ref Guides & our YouTube Channel for more information.
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### Print Group Invoice

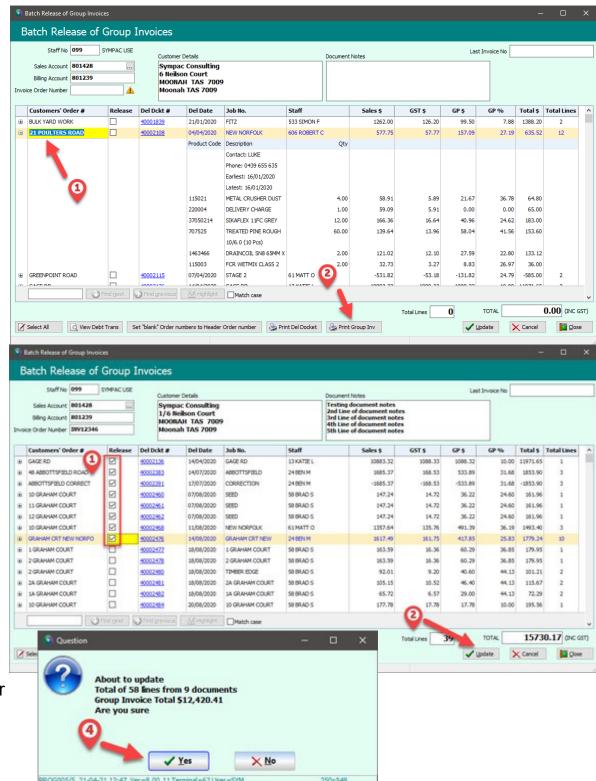
Now available from the Group Invoicing form.

Releasing documents for Invoicing

Releasing documents to be invoiced is similar to the previous version.

Enter an
Invoice
Order
Number,
select one or
more
documents for
release then
click the
Update

button.



When the form is refreshed the previously released invoices have been removed from the list.

Check out our Quick Ref Guides & our YouTube Channel for more information.

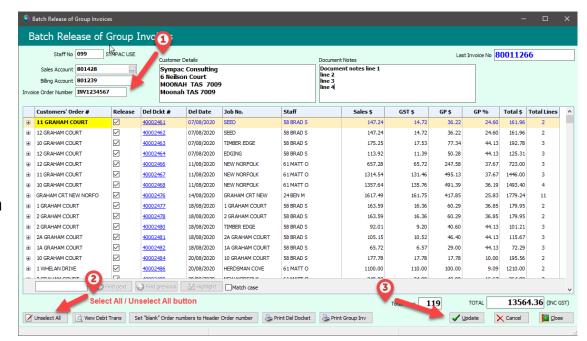
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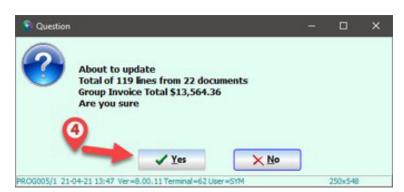
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The old Release All and Un Release All buttons have been consolidated into one button which toggles between Select All and **Unselect All.** 

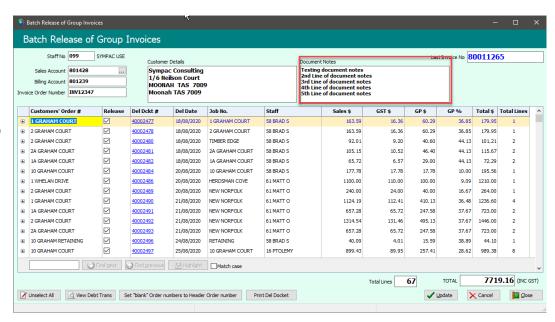


Click **Select All** then **Update** to release the remaining invoices



#### Add Document Notes

You can add document notes to the Group Invoice.



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