

Detailed Invoice Search

Basic Usage Notes

- The updated Detailed Invoice Search is a web based search routines that allows users to quickly access invoices and invoice history via a wide range of channels.
- Updated Detailed Invoice Search is available via the Invoicing screen and the main menu system, and now will launch in a separate browser, providing a larger window in which to view information.

Launching the D.I.S. via Invoicing

- When in the invoicing screen, the top right hand button along the bottom button panel will now show a D.I.S. icon



- A left click on this icon at **any** time during the invoicing process will pop up a browser window with the summary invoice detail for **all**
- A right click on this icon at any point **after** entering the line body of the invoice screen will pop up a browser window with the summary invoice detail for the **selected**

Launching the D.I.S. via the Menu system.

- In the COUNTERPOINT menu system, clicking the



or



icons (depending on your version of COUNTERPOINT) will pop up a new browser window with the summary invoice detail for all customers

Using the D.I.S.

- The summary invoice detail view looks like this:

Counterpoint Account - X

292.168.10.50:8080/counterpoint/ah76CvE+-----000291&JOB=YB&CAF=8

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Current Invoices - Click invoice number to view electronic invoice copy

View Invoice Details

Customer	Invoice	P.O.	Date	Time	Branch
PRINCE RUPERT TRUCK	010395	0370967	5901	2017-01-24	14:24:30
TIME KING TRUCK	010327	0210950		2017-01-24	14:24:30
MANITOBA TRANSPORT LTD	011030	3613939	103946	2017-01-24	14:22:30
PRINCE RUPERT TRUCKS	010152	0370946	AL777947	2017-01-24	14:21:30
DEARBORN WATSON LTD	000916	0303963	0720486	2017-01-24	14:21:30
RIG MASTER GROUP OF COMPANIES	014094	3613936	02275	2017-01-24	14:20:30
LARRY S HEAVY HAULING TRUCK LTD	010470	0370904	401108	2017-01-24	14:19:30
LAKLEY TRUCK STOP LTD	010987	2019487	TRP4001 0124	2017-01-24	14:19:30
SURREY CASH SALES	010410	2019486		2017-01-24	14:19:30
A LOGGING LTD	000249	0370960	963360	2017-01-24	14:19:30
WITRIX SERVICES LTD	011021	0210940	CREDIT	2017-01-24	14:18:30
ISA AUTOMOTIVE TRUCK	011088	0370963		2017-01-24	14:18:30
DELTA CASH SALES	000660	3613937		2017-01-24	14:18:30
CANADIAN TRUCK	000780	2019486	4745	2017-01-24	14:18:30
CANADIAN NATIONAL RAILWAY	000780	0303962	06LOW	2017-01-24	14:18:30
SURREY CASH SALES	010410	2019485		2017-01-24	14:14:30
CANADIAN TRUCK	000780	2019484	0700K	2017-01-24	14:13:30
THE AUTO CLING (CASH)	005469	2019483		2017-01-24	14:12:30
OCEAN CONCRETE & DIVISION OF	012280	3613936	A10010037	2017-01-24	14:11:30
WITRIX SERVICES LTD	011021	0210940	00	2017-01-24	14:11:30

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