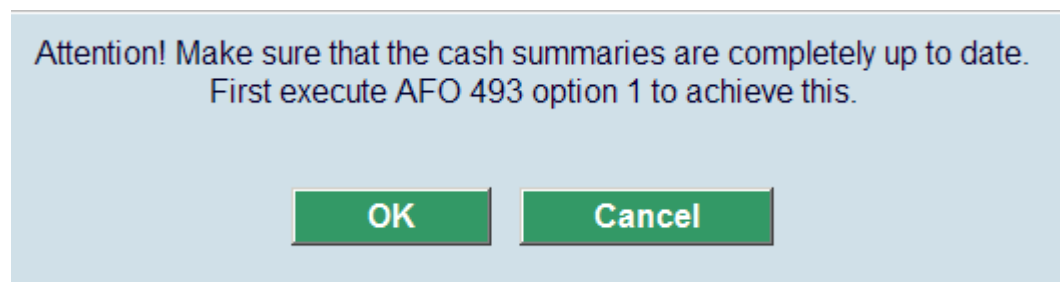


AFO 496 – Financial summary

496.1 Introduction

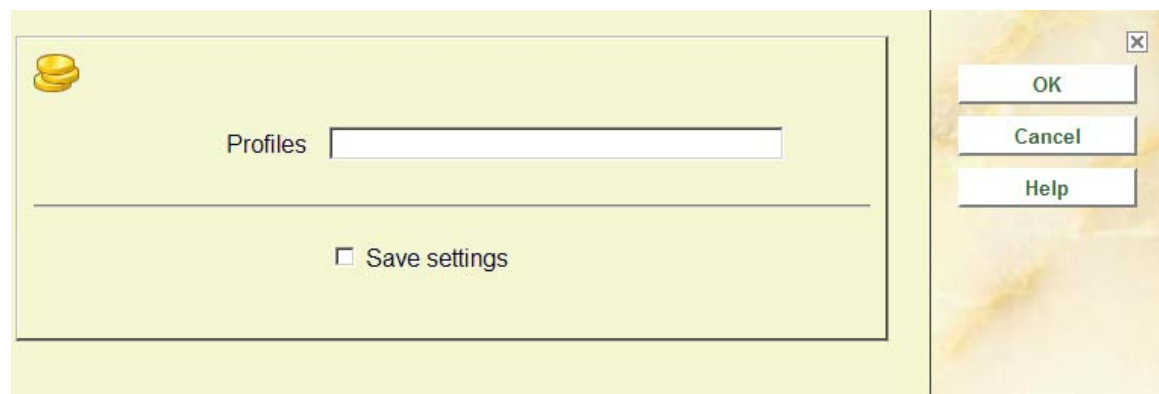
The system can produce financial summaries. For this you must first define a profile in AFO 494 – Cash desk management – Cash desk list profiles.

You also must ensure the summaries are up-to-date, via AFO 493. When you omit to do this, the system will show the following warning when starting AFO 496:



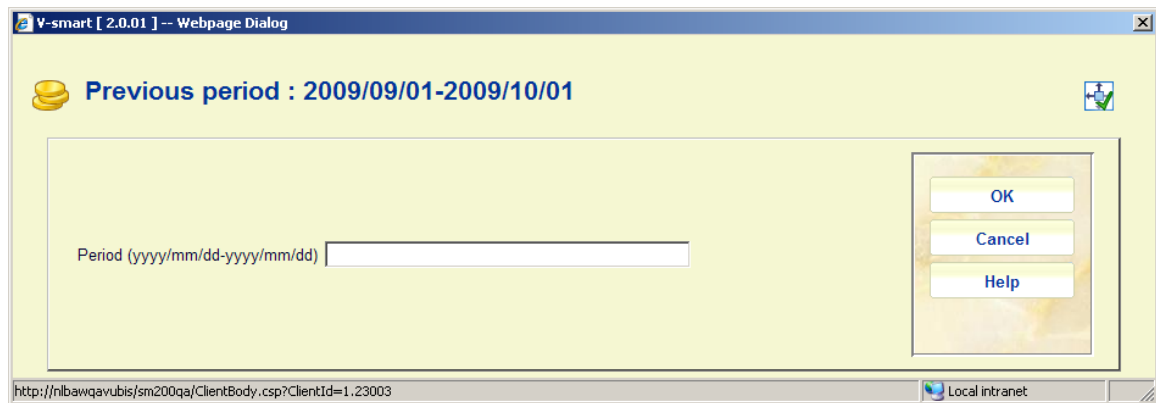
496.2 Generate financial summary

After choosing this option and acknowledging the warning, the following form will be displayed:

A form with a light green background. In the top left corner, there is a yellow coin icon. The main area contains a label "Profiles" followed by a white text input field. Below this is a horizontal line, and then a checkbox labeled "Save settings". On the right side of the form, there is a vertical stack of three buttons: "OK", "Cancel", and "Help". A small "X" icon is in the top right corner of the button area.

Enter a valid profile, as defined in AFO 494 and click **OK**.

On the next form you must enter a period:



this must be done by specifying a beginning and end date, like:

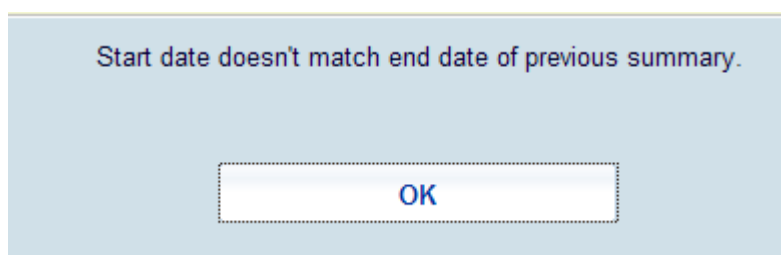
2009/03/01-2009/03/17

Then the standard form for generating output is displayed.

Notes

The top of the form may display the date range of the previous run for a profile of a cumulative type. This will always display, even if the last run you did was for a profile NOT of a cumulative type.

If the Profile selected is of a cumulative type, then you may see a message when the dates are not sequential to the previous period:



After acknowledging this message, the system will redisplay the input form for the date range.

When you try to generate the same summary twice., the following warning is displayed:

Summary has already been made.

INITIAL	0.00
BALANCE	
TOTALS	0.00
FINAL BALANCE	0.00

OK

But by confirming the next screen, you can generate the summary again:

Delete old summary and generate new ?

OK

Cancel

- **Document control - Change History**

Version	Date	Change description	Author
1.0	June 2008	creation	
2.0	November 2009	general overhaul: textual improvements, better screen shots part of 3.0 updates	