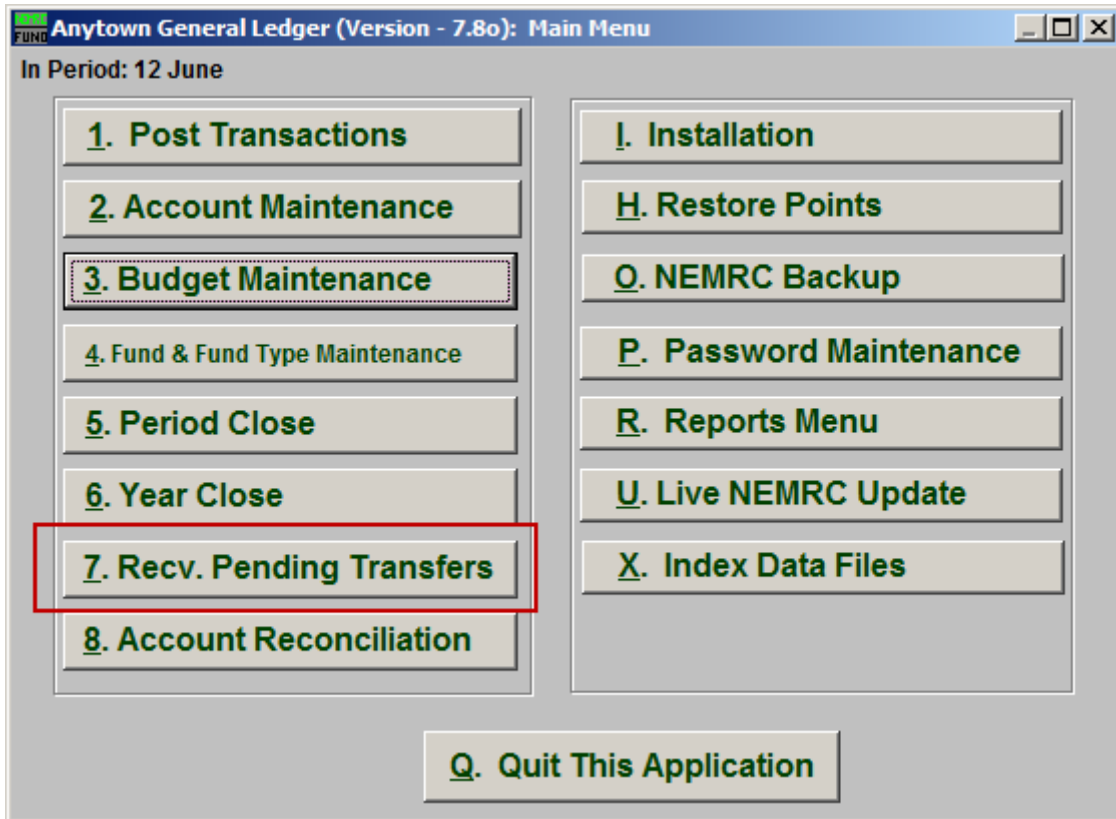


# General Ledger

## 7. Recv. Pending Transfers



Click on “7. Recv. Pending Transfers” from the Main Menu and the following window will appear:

# General Ledger

## Recv. Pending Transfers

NEMRC Fund Accounting

Receive from Other Modules

Into Period: 1 July  Confirm Receive Use Space Bar to change.

Module	Description	Date	Receive Now
AP	Batch 938	08/29/06	<input checked="" type="checkbox"/> 2
AP	Batch 939	08/29/06	<input type="checkbox"/>
AR	Batch # 118	06/05/07	<input type="checkbox"/>
AR	Batch # 119	06/06/07	<input type="checkbox"/>
TA	Batch # 651	01/06/08	<input type="checkbox"/>

Edit Descriptions

4 AP Batch 938 6 7 8

- 1. Confirm Receive:** Check this box if you want the system to prompt you during receiving all postings to ensure you are posting the data to the correct period in the General Ledger.
- 2. Receive Now:** Check off the box on each line shown in the table for batches you want to receive at this time.
- 3. Edit Descriptions:** Click on a line in the table that you would like to change the description of and then click on this button to do so. This is helpful if you want a reminder of when you wish to receive this data during critical times, like year end.
- 4. Edit:** Click “Edit” to edit the selected batch.
- 5. View:** Click “View” to view the selected batch.
- 6. Delete:** Click “Delete” to Delete the selected batch.
- 7. OK:** Click “OK” to save changes and return to the previous screen.
- 8. Cancel:** Click “Cancel” to cancel and return to the previous screen.