

# 9.2 Frequently Used Accounts Receivable Navigation

**i Purpose:** To provide a list of most often used navigation paths in Accounts Receivable.

**Audience:** Accounts Receivable staff

## Frequently Used Accounts Receivable Navigation

### **Regular Deposits**

[Accounts Receivable > Payments > Online Payments > Regular Deposit](#)

[Accounts Receivable > Payments > Online Payments > Express Deposit](#)

### **Apply Payments**

[Accounts Receivable > Payments > Apply Payments > Create Worksheet](#)

[Accounts Receivable > Payments > Apply Payments > Update Worksheet](#)

[Accounts Receivable > Payments > Apply Payments > Finalize Worksheet](#)

### **Direct Journal Entry Payments**

[Accounts Receivable > Payments > Direct Journal Payments > Create Accounting Entries](#)

[Accounts Receivable > Payments > Direct Journal Payments > Modify Accounting Entries](#)

### **Review Payments**

[Accounts Receivable > Payments > Review Payments > By Bank Account](#)

[Accounts Receivable > Payments > Review Payments > By Unit](#)

[Accounts Receivable > Payments > Review Payments > All Deposits](#)

[Accounts Receivable > Payments > Review Payments > Incomplete Deposits](#)

[Accounts Receivable > Payments > Review Payments > All Payments](#)

[Accounts Receivable > Payments > Review Payments > Incomplete Payments](#)

[Accounts Receivable > Payments > Review Payments > Payments Set to Post](#)

[Accounts Receivable > Payments > Review Payments > Deposit Accounting Entries](#)

Accounts Receivable > Payments > Review Payments > Payment Status

### **Reports- Payments**

Accounts Receivable > Payments > Reports > Accounting Entries

Accounts Receivable > Payments > Reports > Deposit Control

Accounts Receivable > Payments > Reports > Payment Detail

Accounts Receivable > Payments > Reports > Payment Predictor

Accounts Receivable > Payments > Reports > Payment Summary

### **Customer Information**

[Accounts Receivable > Customer Accounts > Customer Information > Account Overview](#)

Accounts Receivable > Customer Accounts > Customer Information > Customer Activity

[Accounts Receivable > Customer Accounts > Customer Information > Payments](#)

[Accounts Receivable > Customer Accounts > Customer Information > Payment History](#)

[Accounts Receivable > Customer Accounts > Customer Information > Outstanding Payments](#)

[Accounts Receivable > Customer Accounts > Customer Information > Customer History](#)

### **Customer Reports**

Accounts Receivable > Customer Accounts > Customer Reports > Contacts by SetID

Accounts Receivable > Customer Accounts > Customer Reports > Contacts by Unit

Accounts Receivable > Customer Accounts > Customer Reports > Customers by SetID

Accounts Receivable > Customer Accounts > Customer Reports > Customers by Unit

### **Item Information**

[Accounts Receivable > Customer Accounts > Item Information > Item List](#)

[Accounts Receivable > Customer Accounts > Item Information > View/Update Item Details](#)

[Accounts Receivable > Customer Accounts > Item Information > Item Activity from a Group](#)

[Accounts Receivable > Customer Accounts > Item Information > Item Activity from a Payment](#)

[Accounts Receivable > Customer Accounts > Item Information > Item Activity Summary](#)

## **Customer Interactions- Conversations, Statements, Dunning**

[Accounts Receivable > Customer Interactions > Conversations > View/Update Conversations](#)

Accounts Receivable > Customer Interactions > Conversations > Update Contacts

Accounts Receivable > Customer Interactions > Conversations > Search by Keyword

[Accounts Receivable > Customer Interactions > Statements > Create Customer Statements](#)

Accounts Receivable > Customer Interactions > Statements > Print Statements

Accounts Receivable > Customer Interactions > Statements > Review Statements

Accounts Receivable > Customer Interactions > Statements > Review Last Statement

[Accounts Receivable > Customer Interactions > Dunning Letters > Extract Dunning Letter Info](#)

[Accounts Receivable > Customer Interactions > Dunning Letters > Print Letter](#)

Accounts Receivable > Customer Interactions > Dunning Letters > History of Letters

Accounts Receivable > Customer Interactions > Dunning Letters > Last Letter

Accounts Receivable > Customer Interactions > Dunning Letters > Preview Letter

Accounts Receivable > Customer Interactions > Dunning Letters > Delete Item on Letter

Accounts Receivable > Customer Interactions > Dunning Letters > Delete Letter

Accounts Receivable > Customer Interactions > Dunning Letters > Item Dunning Status

Accounts Receivable > Customer Interactions > Dunning Letters > Item Dunning History

## **Receivables Maintenance**

[Accounts Receivable > Receivables Maintenance > Maintenance Worksheet > Create Worksheet](#)

[Accounts Receivable > Receivables Maintenance > Maintenance Worksheet > Update Worksheet](#)

Accounts Receivable > Receivables Maintenance > Maintenance Worksheet > Finalize Worksheet

Accounts Receivable > Receivables Maintenance > Maintenance Worksheet > Update  
Accounting Entries

Accounts Receivable > Receivables Maintenance > Automatic Maintenance > Actual Matches  
Report

## **Receivables Analysis**

[Accounts Receivable > Receivables Analysis > Aging > Aging Detail by Unit Report](#)

[Accounts Receivable > Receivables Analysis > Aging > Aging Summary By Unit Report](#)

Accounts Receivable > Receivables Analysis > Aging > Aging by ChartField Report  
Accounts Receivable > Receivables Analysis > Aging > Aging by Reason Report  
Accounts Receivable > Receivables Analysis > Aging > Reverse Aging Detail  
Accounts Receivable > Receivables Analysis > Review Receivable Information > Unit Activities  
Accounts Receivable > Receivables Analysis > Review Receivable Information > Unit Aging  
Accounts Receivable > Receivables Analysis > Review Receivable Information > Unit Cash  
Accounts Receivable > Receivables Analysis > Review Receivable Information > Unit History  
Accounts Receivable > Receivables Analysis > Receivable Reports > Business Unit Activity

### **Receivables Update**

[Accounts Receivable > Receivables Update > Posting Results - Pending Items](#)

Accounts Receivable > Receivables Update > Updated Items  
Accounts Receivable > Receivables Update > Updated Pending Items  
Accounts Receivable > Receivables Update > Payments  
Accounts Receivable > Receivables Update > Revenue Estimates

### **SpeedTypes**

Set Up Financials/Supply Chain > Common Definitions > Design ChartFields > Define Values > SpeedTypes

### **Review Budget Check Exceptions**

Commitment Control > Review Budget Check Exceptions > Revenues  
Commitment Control > Review Budget Check Exceptions > Revenues > Billing Invoice  
Commitment Control > Review Budget Check Exceptions > Revenues > Revenue Estimate  
Commitment Control > Review Budget Check Exceptions > Revenues > Direct Journal

### **Notes**

Customers > Customer Information > General Information

### **Correspondence Options**

