

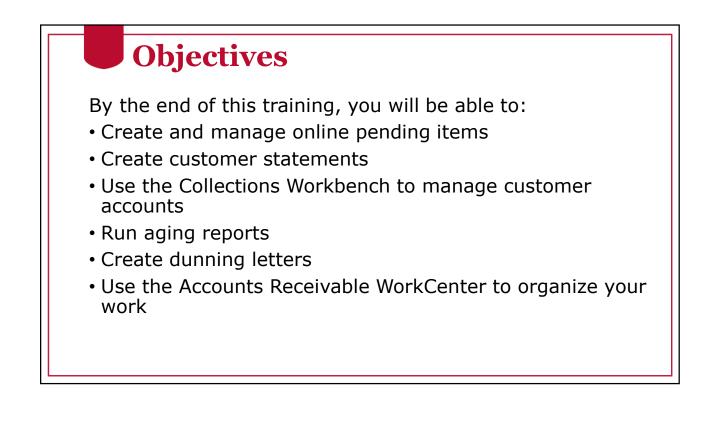
Accounts Receivable for Cohort 1 UGA Financial Management System Accounts Receivable

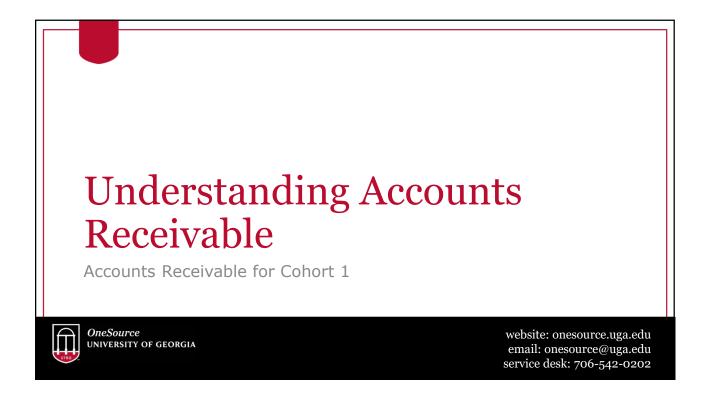


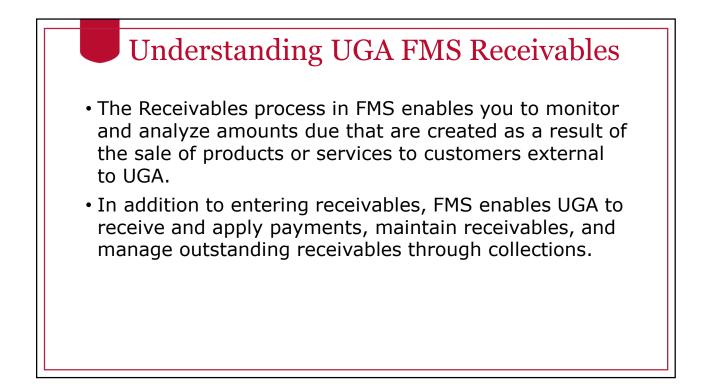
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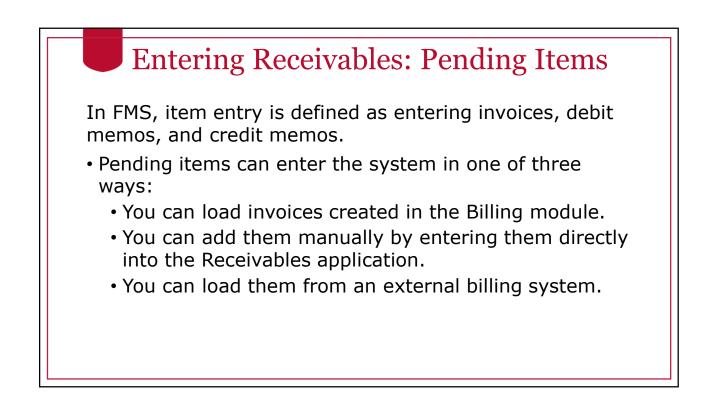
Today's Agenda

- Introductions
- Understanding Accounts Receivable
- Understanding Payments
- Managing Receivables
- Organizing Your Work
- Summary and assignments









Entering Receivables: Pending Items

- Entering items online enables you to establish control amounts for the group, enter items, and any other relevant information for the pending items.
- After all of the items in your item group have been entered and are balanced against your control totals, the next step is to create accounting entries for each item. Once these steps are completed, you should set the group to post.
- The Receivables Update process (ARUPDATE), which is also known as posting, updates customer balances and moves the items from a pending item status to open item status.

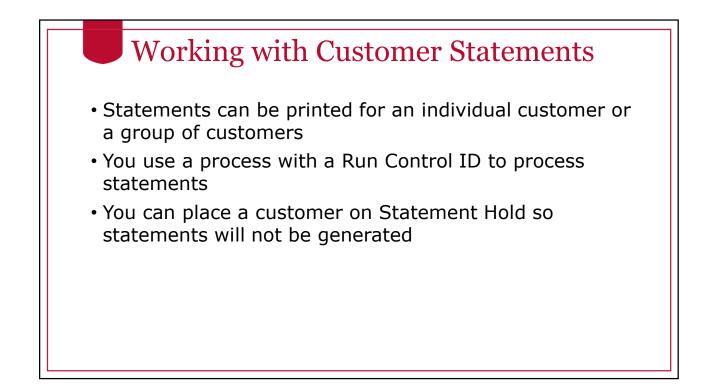


OneSource Training Library Practice

- Reviewing an Item List
- Viewing Item Details







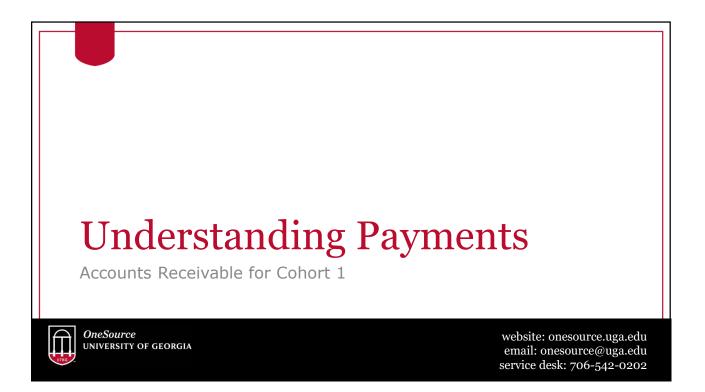


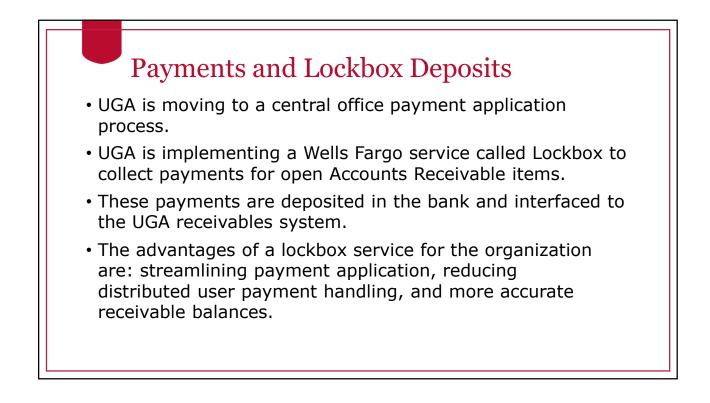
OneSource Training Library Practice

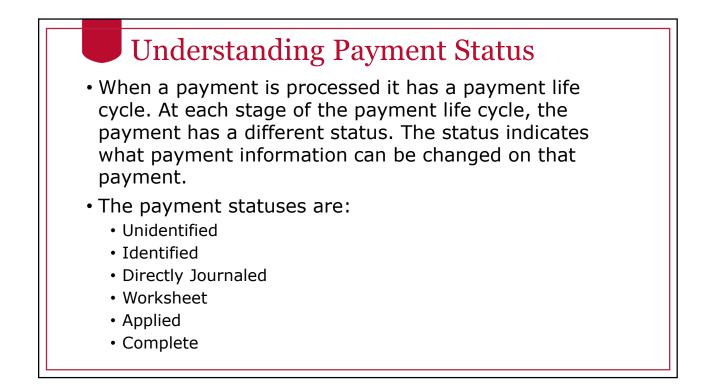
- Reviewing a Customer Statement
- Printing Customer Statements
- Reviewing Statement Hold

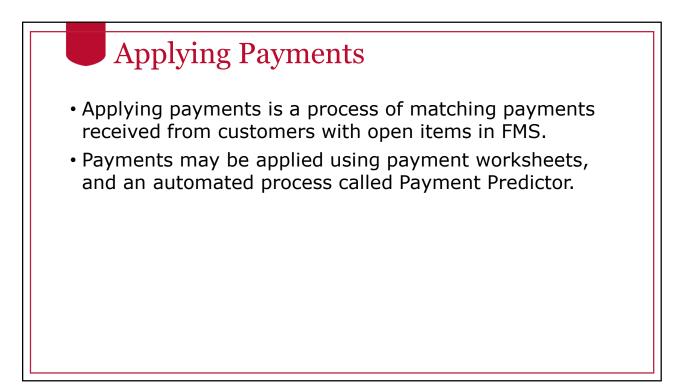




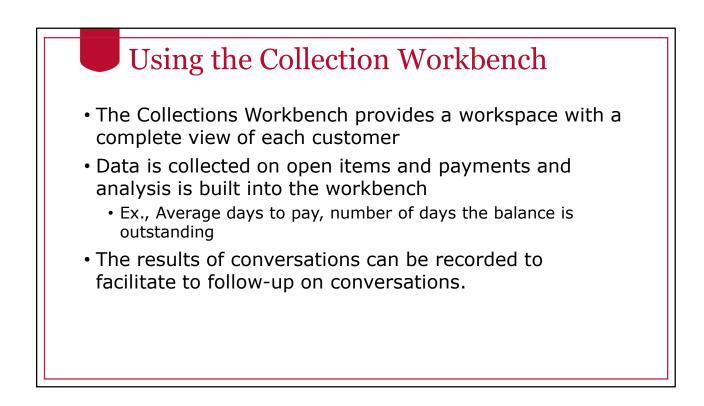










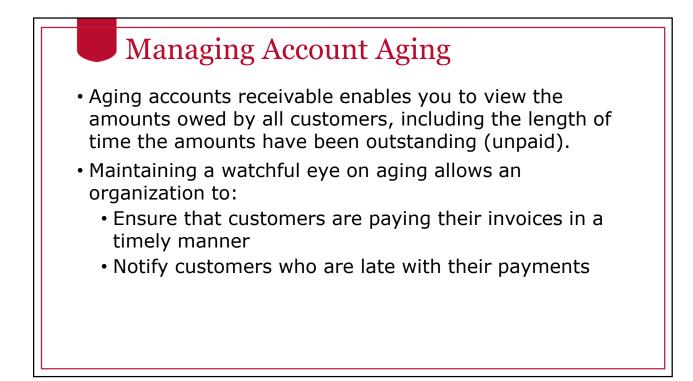


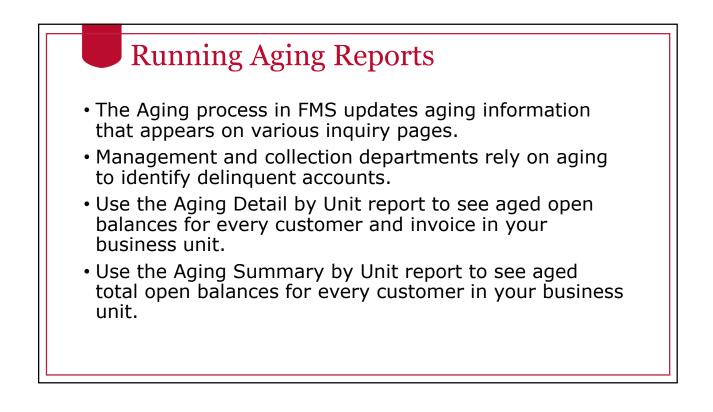


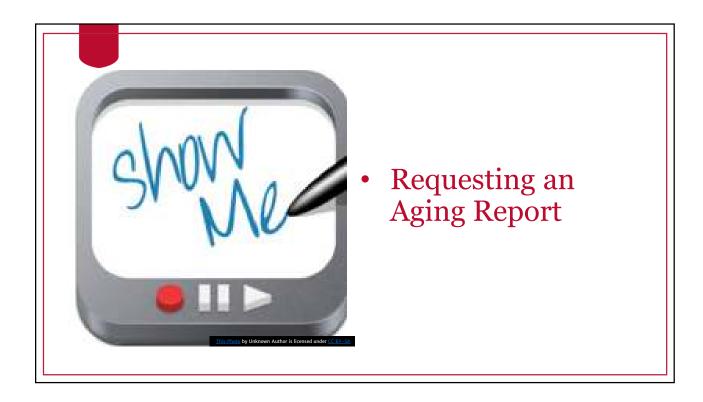






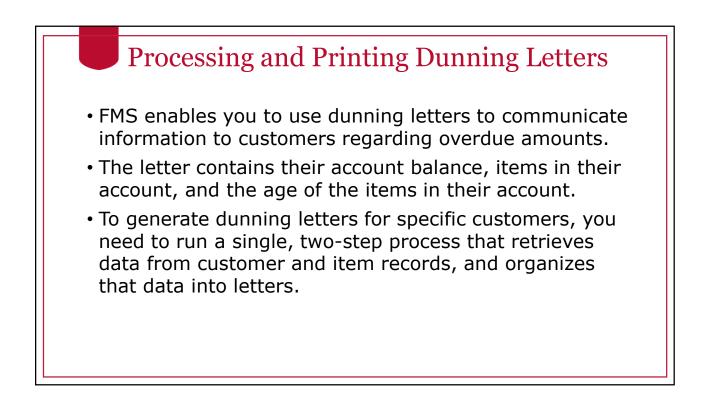








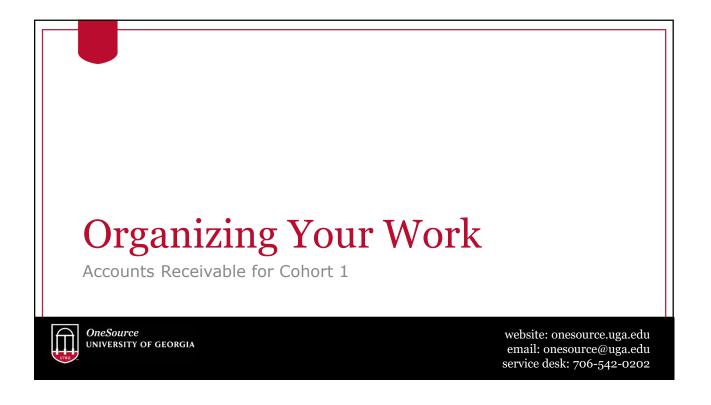


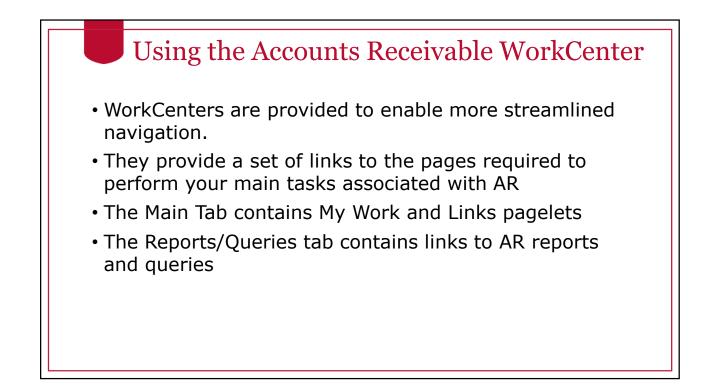




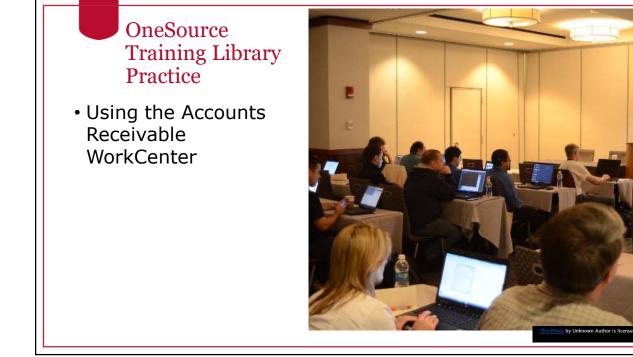
















Summary

During this training, you have learned to:

- Create and manage online pending items
- Create customer statements
- Use the Collections Workbench to manage customer accounts
- Run aging reports
- Create dunning letters
- Use the Accounts Receivable Workcenter to organize your work



