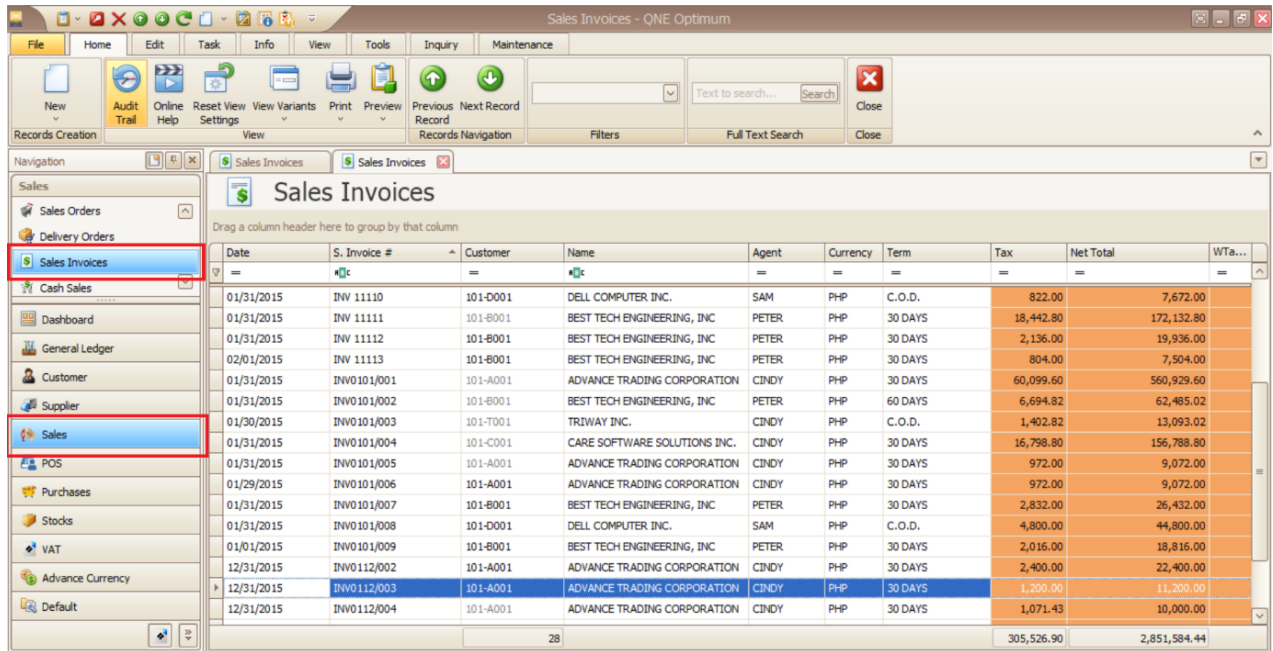




HOW TO VIEW PRINT COUNT

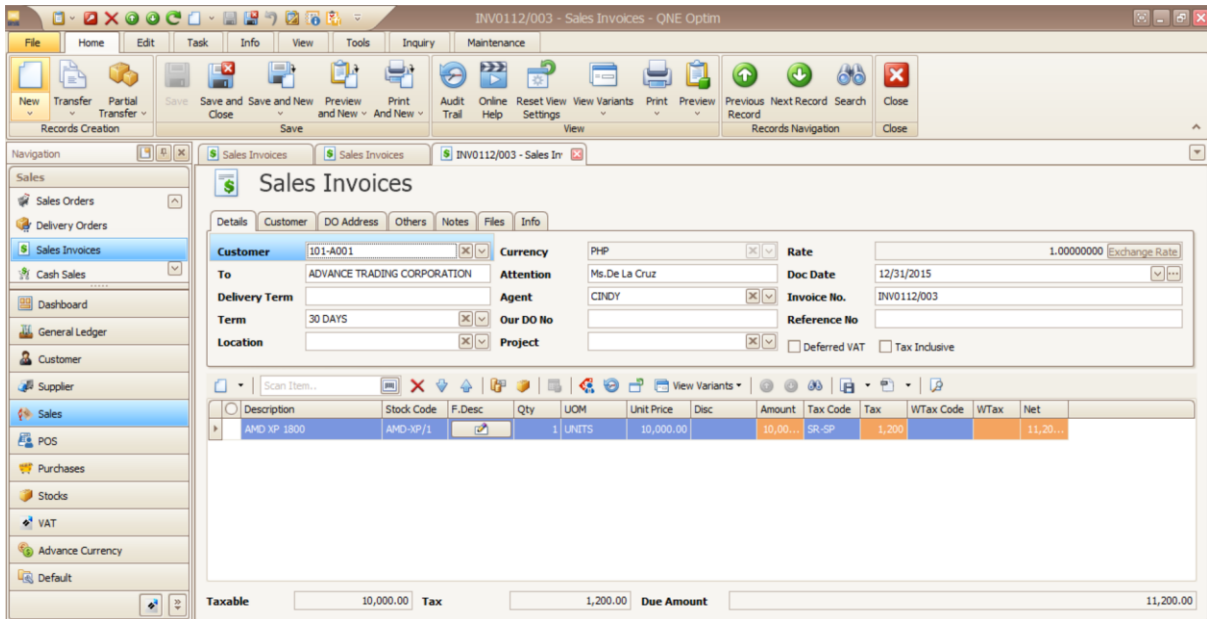
In System, there is a feature called **Print Count** where it counts every time a document will be printed.

To **View** the Print Count of a Particular Transaction. For example in Sales, under Navigation Pane, Sales > Sales Invoices then Search for the Sales Invoice.



Date	S. Invoice #	Customer	Name	Agent	Currency	Term	Tax	Net Total	WTa...
01/31/2015	INV 11110	101-D001	DELL COMPUTER INC.	SAM	PHP	C.O.D.	822.00	7,672.00	
01/31/2015	INV 11111	101-B001	BEST TECH ENGINEERING, INC	PETER	PHP	30 DAYS	18,442.80	172,132.80	
01/31/2015	INV 11112	101-B001	BEST TECH ENGINEERING, INC	PETER	PHP	30 DAYS	2,136.00	19,936.00	
02/01/2015	INV 11113	101-B001	BEST TECH ENGINEERING, INC	PETER	PHP	30 DAYS	804.00	7,504.00	
01/31/2015	INV0101/001	101-A001	ADVANCE TRADING CORPORATION	CINDY	PHP	30 DAYS	60,099.60	560,929.60	
01/31/2015	INV0101/002	101-B001	BEST TECH ENGINEERING, INC	PETER	PHP	60 DAYS	6,694.82	62,485.02	
01/30/2015	INV0101/003	101-T001	TRIWAY INC.	CINDY	PHP	C.O.D.	1,402.82	13,093.02	
01/31/2015	INV0101/004	101-C001	CARE SOFTWARE SOLUTIONS INC.	CINDY	PHP	30 DAYS	16,798.80	156,788.80	
01/31/2015	INV0101/005	101-A001	ADVANCE TRADING CORPORATION	CINDY	PHP	30 DAYS	972.00	9,072.00	
01/29/2015	INV0101/006	101-A001	ADVANCE TRADING CORPORATION	CINDY	PHP	30 DAYS	972.00	9,072.00	
01/31/2015	INV0101/007	101-B001	BEST TECH ENGINEERING, INC	PETER	PHP	30 DAYS	2,832.00	26,432.00	
01/31/2015	INV0101/008	101-D001	DELL COMPUTER INC.	SAM	PHP	C.O.D.	4,800.00	44,800.00	
01/01/2015	INV0101/009	101-B001	BEST TECH ENGINEERING, INC	PETER	PHP	30 DAYS	2,016.00	18,816.00	
12/31/2015	INV0112/002	101-A001	ADVANCE TRADING CORPORATION	CINDY	PHP	30 DAYS	2,400.00	22,400.00	
12/31/2015	INV0112/003	101-A001	ADVANCE TRADING CORPORATION	CINDY	PHP	30 DAYS	1,200.00	11,200.00	
12/31/2015	INV0112/004	101-A001	ADVANCE TRADING CORPORATION	CINDY	PHP	30 DAYS	1,071.43	10,000.00	
								305,526.90	2,851,584.44

Then Select on the Particular Sales Invoice to Zoom In.



The screenshot shows the 'Sales Invoices' window in QNE Optm. The 'Details' tab is active, displaying the following information:

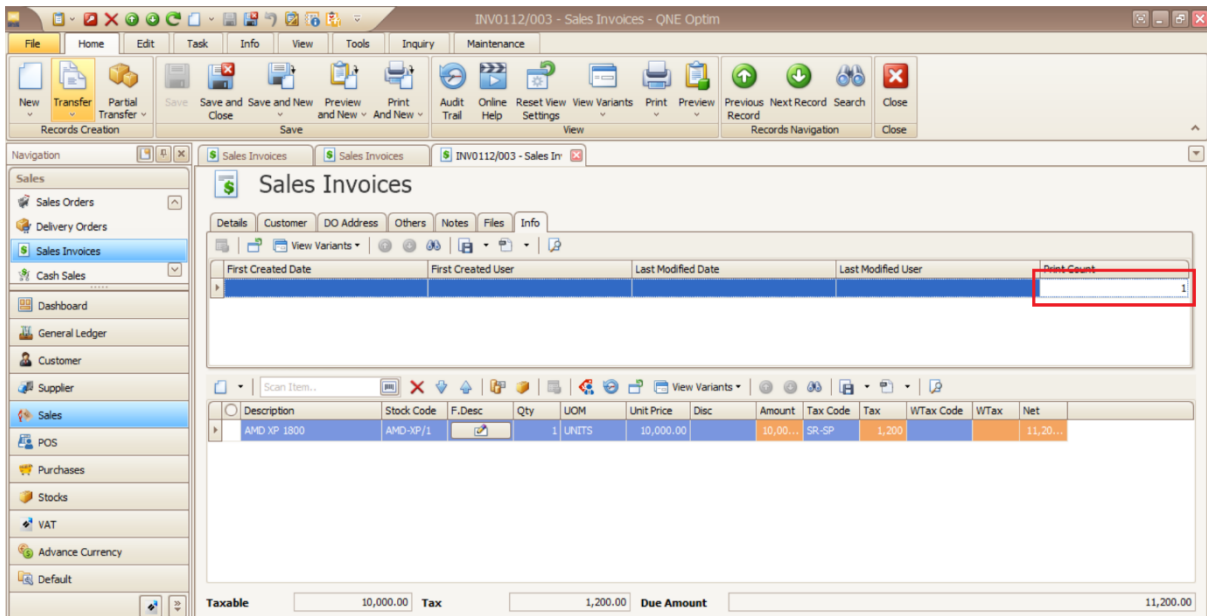
- Customer:** 101-A001
- To:** ADVANCE TRADING CORPORATION
- Delivery Term:** 30 DAYS
- Location:**
- Currency:** PHP
- Attention:** Ms.De La Cruz
- Agent:** CINDY
- Our DO No:**
- Project:**
- Rate:** 1.00000000
- Doc Date:** 12/31/2015
- Invoice No:** INV0112/003
- Reference No:**
- Deferred VAT:** ☐
- Tax Inclusive:** ☐

The 'Scan Item...' table shows one item:

Description	Stock Code	F.Desc	Qty	UOM	Unit Price	Disc	Amount	Tax Code	Tax	WTax Code	WTax	Net
AMD XP 1800	AMD-XP/1		1	UNITS	10,000.00		10,000.00	SR-SP	1,200		11,200.00	

The 'Taxable' amount is 10,000.00, 'Tax' is 1,200.00, and 'Due Amount' is 11,200.00.

Then **Go** to Info Tab and in Print Count Column will display the Number of Times that the Transaction was Printed.



The screenshot shows the 'Sales Invoices' window in QNE Optm, with the 'Info' tab active. The 'Print-Count' column is highlighted with a red box, showing the value '1'.

First Created Date	First Created User	Last Modified Date	Last Modified User	Print-Count
				1

The 'Scan Item...' table is also visible below, showing the same item as in the previous screenshot.