Learn with us.
Grow with us.
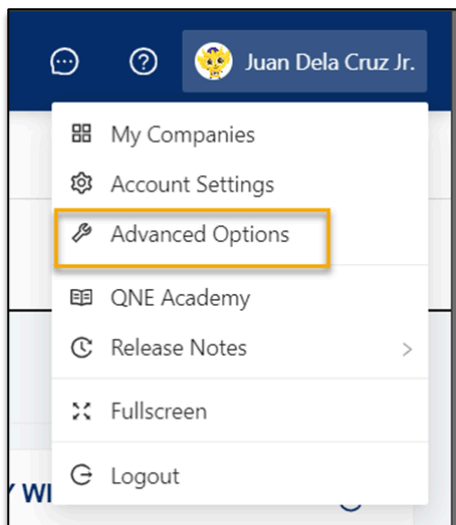QNE SOFTWARE

QNE KNOWLEDGE BASE

How To Enable Report Time And Date Stamp
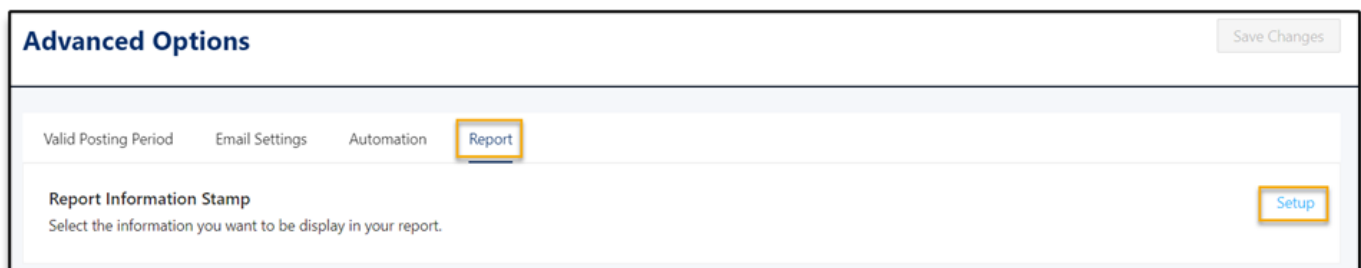
Overview:

Date and Time Stamp is used for recording the date and time on transaction forms and report print-outs, indicating when they were generated or printed in the system.
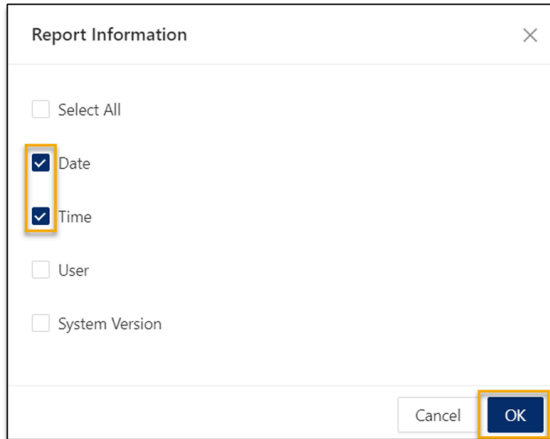
Procedure:

1. To enable the Report Time and Date Stamp, Go to **Header** > **User Options** > **Advanced Options**

2. In Advance Options, go to the **Report** tab then click Setup in **Report Information Stamp.**

2. Tick **Date** and **Time**. Once done, click **OK.**

You can also add the *User* and *System Version* by selecting them from the options.

Application:

Preview a Report and notice that Time and Date Stamp is shown.

For any further concerns on this matter, please contact support or submit a ticket through this link: **https://support.qne.com.ph**