

SWS - Forms in the Report Menu - System Reports - Custom Reports - Dealer Billing Deferred Revenue

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The Dealer Billing Deferred Revenue can be tracked once enhanced billing is licensed. The Dealer Billing Deferred Revenue Report displays deferred revenue adjustments. The deferred revenue adjustments then must be manually entered into the accounting software.

Generating a Dealer Billing Deferred Revenue Report

Perform the following steps to generate a Dealer Billing Deferred Revenue Report:

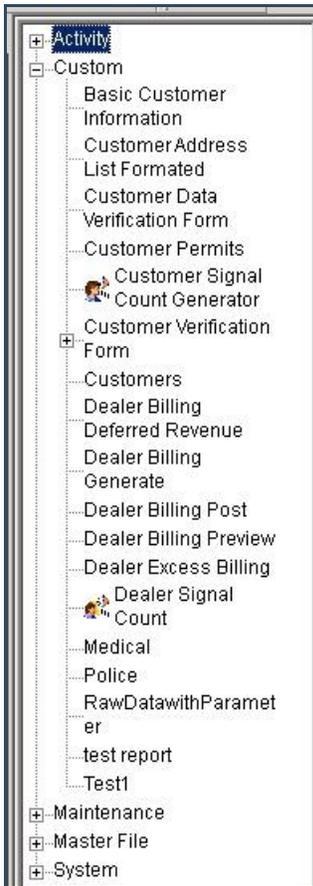
1. Navigate to the Reports menu, and select "System Reports".

Result: The "System Reports" Navigation Tree displays as shown in the following screenshot:

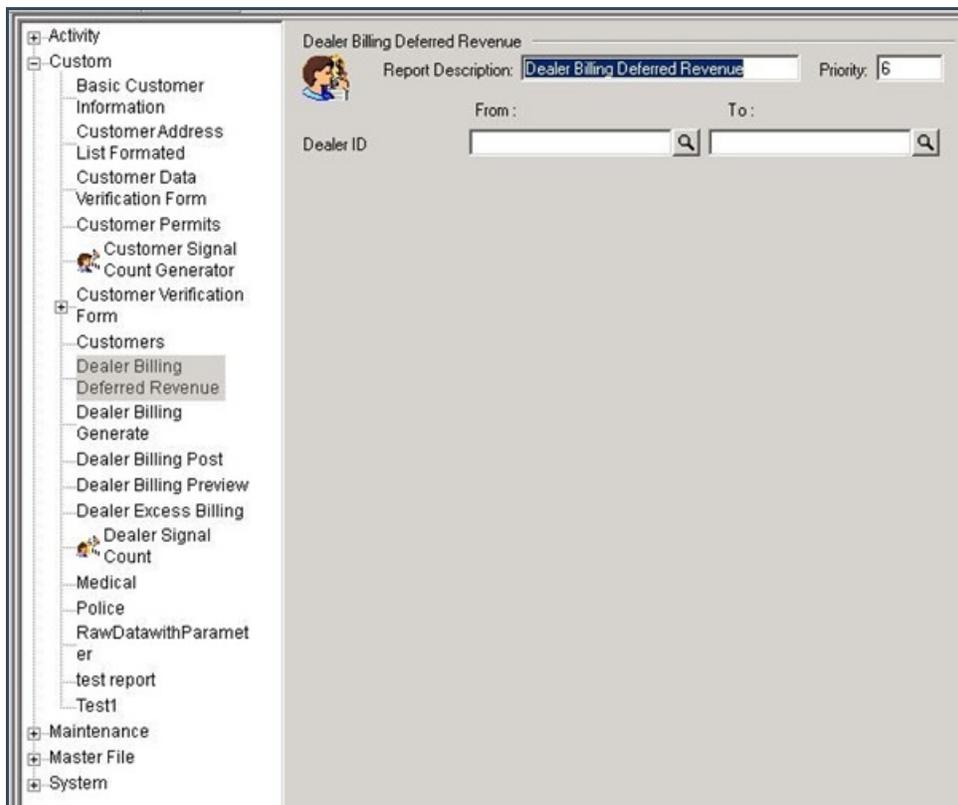


2. Click the "Custom" Navigation Tree Node.

Result: The Custom section of the Navigation Tree expands as displayed in the following screenshot:



3. Double-click the "Dealer Billing Deferred Revenue" Navigation Tree Node. Result: the Dealer Billing Deferred Revenue Report form displays as shown in the following screenshot:



4. To run a Dealer Billing Deferred Revenue Report, select a beginning Dealer ID value from the "From:" field and an ending value from the "To:" field. The system will report on all items that fit between the beginning and ending value.
5. Click "Next".

Result: The Distribution Tab displays as shown in the following screenshot:

Override or unlisted destination:

Override recipient's name:

Override destination type:

Override destination address (Fax/Email):

Contact list destination:

Default printer:

Contact list type:

Customer:

Show suppressed contacts Hold for preview

Contacts

- Anytime Bill
- Mary Beth
- Pete - Non Opening user
- Same Spade
- John Doe
- Jg
- Jeff Herd
- Non Rotating user 1
- Non Rotating user #2
- Jane Doe
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21

Dealer

- Dealer GH 202 for testing

Branch

Agency

Authority

Customer

- George's testing account
- Company (printer only)

Reports Distribution

6. For instructions on distributing your Report, refer to the "System Reports" document.