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## Marlatt Consulting

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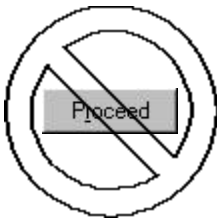
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Would you like to quickly  just certain checks for payment?

Accounts Payable can now help!. As of version 3.41 MAS90/MAS200 has an option that allows you to view all invoices due, and select only certain ones for payment.

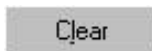
You may be familiar with going into Invoice Payment Selection, entering a date, and clicking on Proceed to select all invoices due on or before the date entered.

However, if you go into A/P > Check Printing > Invoice Payment Selection, enter a date, and then click on the SELECT button, you will get a list of all invoices due on or before that date. You can then use your mouse and Control Key to select only the invoices you want to pay.



**IMPORTANT NOTE:** If you choose to SELECT invoices, DO NOT then click on the PROCEED button. Exit by using the close "X" (top right) or by printing the Invoice Payment Selection Register to review your selected invoices. If you click on PROCEED the system will then select all the invoices due on or before the date entered, overriding your manual invoice selection.

Once invoices have been selected, you can go to Check Maintenance to review and/or modify your selections, or directly to Check Printing to print the checks.



**REMINDER:** If you happen to click PROCEED after SELECTING invoices, use the CLEAR button (located on the Invoice Payment Selection screen), to remove all invoices selected for payment and try again.

**TIP NOTE:** This tip was tested on version 3.60

**If you have any questions regarding the above information,  
consult your MAS90 manual or call Marlatt Consulting for assistance.**

**Previous tips can be found on our website at: [www.crashcourseware.com](http://www.crashcourseware.com)**