

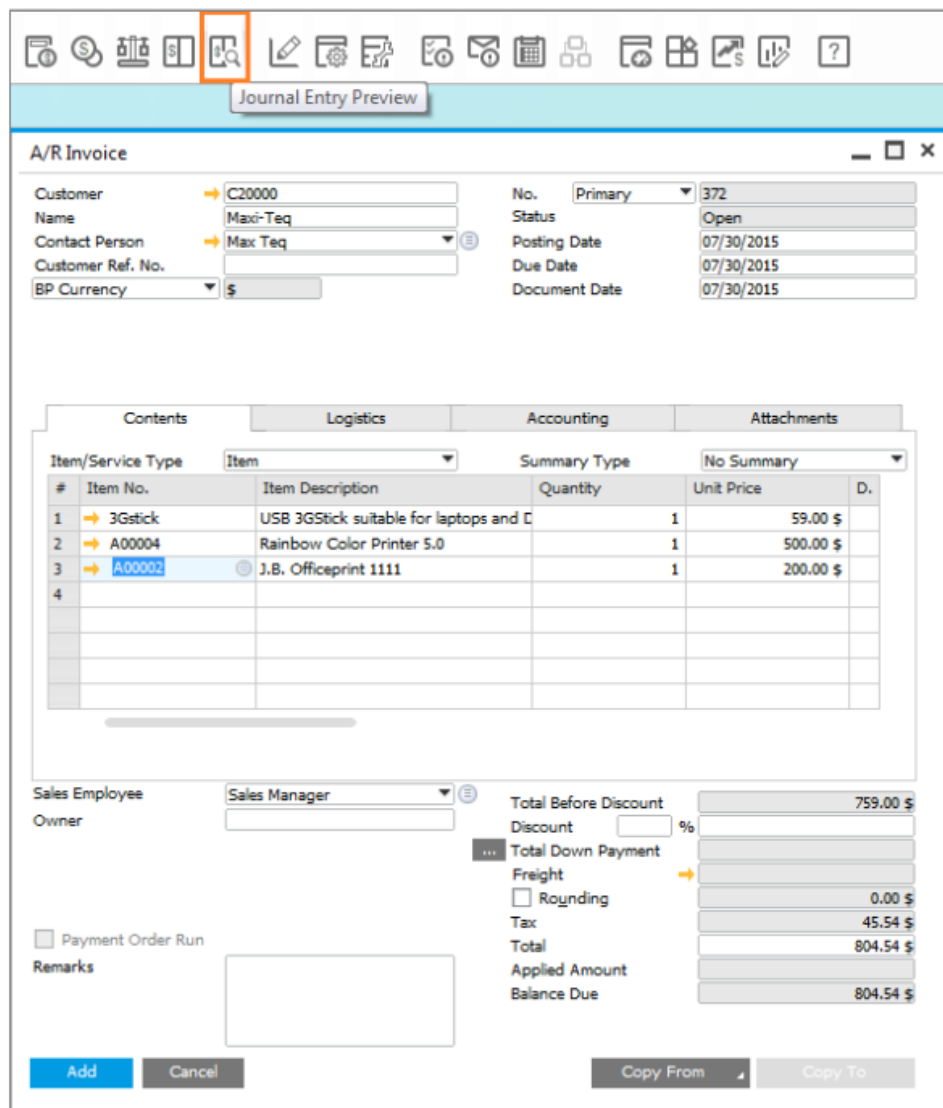
View the Posting, then Add the Doc

Jul 31, 2015

Not sure about the journal entry that will be created right after you'll add this A/R Invoice (or any other document that results in journal entry)?

SAP Business One allows you to preview the journal entry that will be created before the document is added.

From within the document, click the *Journal Entry Preview* icon in the toolbar:



The screenshot shows the SAP Business One A/R Invoice form. The toolbar at the top contains various icons, with the 'Journal Entry Preview' icon (a magnifying glass over a document) highlighted with a red box. Below the toolbar, the form is titled 'A/R Invoice' and contains the following fields:

- Customer: C20000
- Name: Maxi-Teq
- Contact Person: Max Teq
- Customer Ref. No.:
- BP Currency: \$
- No.: Primary 372
- Status: Open
- Posting Date: 07/30/2015
- Due Date: 07/30/2015
- Document Date: 07/30/2015

The 'Contents' tab is active, showing a table of items:

#	Item No.	Item Description	Quantity	Unit Price	D.
1	3Gstick	USB 3G5tick suitable for laptops and C	1	59.00 \$	
2	A00004	Rainbow Color Printer 5.0	1	500.00 \$	
3	A00002	J.B. Officeprint 1111	1	200.00 \$	
4					

At the bottom of the form, there are fields for 'Sales Employee' (Sales Manager), 'Owner', and a 'Remarks' text area. To the right, a summary table shows the following values:

Total Before Discount	759.00 \$
Discount	%
Total Down Payment	
Freight	
<input type="checkbox"/> Rounding	0.00 \$
Tax	45.54 \$
Total	804.54 \$
Applied Amount	
Balance Due	804.54 \$

Buttons at the bottom include 'Add', 'Cancel', 'Copy From', and 'Copy To'.

This way, you can review the journal entry and adjust the document if required, and only then, after you are happy with the expected result, add it.

In addition, as of SAP Business One 9.1, version for SAP HANA PL06 and SAP Business One 9.1 PL06, you can set the journal entry preview to display a separate line for each document row. In *Document Settings* window, select the check box *Disable Journal Entry Lines Grouping in Posting Preview*.