

# Navigating within Vendor Detail History (FAIVNDH)

## Banner 9 – Vendor Detail History Screen

Stockton University | Karen Lynn Lutgen | Sign Out

Vendor Detail History FAIVNDH 9.0 (PROD) | ADD | RETRIEVE | RELATED | TOOLS

Vendor:  ... | Vendor Hold:  | Go

Selection: All | Fiscal Year: 18 | Invoice Date From:  | Invoice Date To:

Get Started: Fill out the fields above and press Go.

Complete all filter fields and press Go. Use “...” to use Vendor Lookup.

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Vendor Detail History FAIVNDH 9.0 (PROD) | ADD | RETRIEVE | RELATED | TOOLS

Vendor: Z00001764 Atlantic City Electric Company | Vendor Hold:  | Go

Selection: All | Fiscal Year: 18 | Invoice Date From:  | Invoice Date To:

Get Started: Fill out the fields above and press Go.

After choosing a vendor, choose **Go** to populate the screen.

**Note:** There may be multiple Pages. Display can be changed for number per page to be displayed.

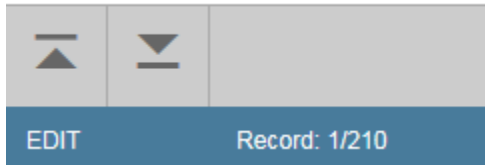
Vendor: Z00001764 Atlantic City Electric Company | Vendor Hold:  | Selection: All | Fiscal Year : 18 | Invoice Date From: | Invoice Date To: | Start Over

VENDOR DETAIL HISTORY | Insert | Delete | Copy | Filter

Vendor Invoice	Invoice	Approval	VIC	Credit Memo	Open/Paid	Cancel	Vendor Invoice Amt	Due Date	Check Date	Check Nu...
FY18 JUL 318OT	I0312543	Y	N	N	P	N	126.27	08/03/2017	03-AUG-2017	30004314
FY18 JUL 317VIN	I0312544	Y	N	N	P	N	96.22	08/03/2017	03-AUG-2017	30004314
FY18 JUL 300XAN	I0312545	Y	N	N	P	N	248.34	08/03/2017	03-AUG-2017	30004314
FY18 JUL 312OT	I0312547	Y	N	N	P	N	160.64	08/03/2017	03-AUG-2017	30004314
FY18 JUL 311VIN	I0312552	Y	N	N	P	N	259.59	08/03/2017	03-AUG-2017	30004314
FY18 JUL 320OT	I0312553	Y	N	N	P	N	282.88	08/03/2017	03-AUG-2017	30004314
FY18 JUL 309VIN	I0312557	Y	N	N	P	N	227.61	08/03/2017	03-AUG-2017	30004314
55006366953M8	I0312707	Y	N	N	P	N	218.13	08/03/2017	03-AUG-2017	00817070
55006367621M8	I0312709	Y	N	N	P	N	1,887.94	08/03/2017	03-AUG-2017	00817070
55006683191M8	I0312711	Y	N	N	P	N	712.11	08/03/2017	03-AUG-2017	00817070
Total							519,662.18			

1 of 21 | 10 Per Page | Record 1 of 210

As an alternate to “Go” you can use the Next Section (like Next Block) icon at the lower-left hand side of the screen:



Columns can be dragged to be re-arranged (Click and Drag with mouse)

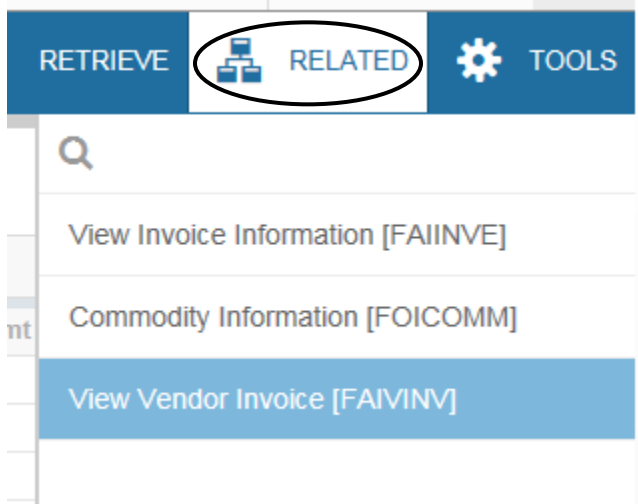
▼ VENDOR DETAIL HISTORY										
Vendor Invoice	Invoice	Check Nu...	Check Date	Approval	VIC	Credit Memo	Open/Paid	Cancel	Vendor Invoice Amt	Due Date
FY18 JUL 318OT	I0312543	30004314	03-AUG-2017	Y	N	N	P	N	126.27	08/03/2017
FY18 JUL 317VIN	I0312544	30004314	03-AUG-2017	Y	N	N	P	N	96.22	08/03/2017
FY18 JUL 300XAN	I0312545	30004314	03-AUG-2017	Y	N	N	P	N	248.34	08/03/2017
FY18 JUL 312OT	I0312547	30004314	03-AUG-2017	Y	N	N	P	N	160.64	08/03/2017
FY18 JUL 311VIN	I0312552	30004314	03-AUG-2017	Y	N	N	P	N	259.59	08/03/2017
FY18 JUL 320OT	I0312553	30004314	03-AUG-2017	Y	N	N	P	N	282.88	08/03/2017
FY18 JUL 309VIN	I0312557	30004314	03-AUG-2017	Y	N	N	P	N	227.61	08/03/2017
55006366953M8	I0312707	00817070	03-AUG-2017	Y	N	N	P	N	218.13	08/03/2017
55006367621M8	I0312709	00817070	03-AUG-2017	Y	N	N	P	N	1,887.94	08/03/2017
55006683191M8	I0312711	00817070	03-AUG-2017	Y	N	N	P	N	712.11	08/03/2017
<b>Total</b>									519,662.18	

Navigation: 1 of 21 | 10 Per Page | Record 1 of 210

Click on a column Header to sort in Ascending/Descending order

<i>Vendor Invoice Amt</i>
0.73
7.04
7.05
7.52
8.72
9.72
13.43
13.74
14.35
15.15
519,662.18

Use **Related** (to access *Options* as in Banner 8)



Explore the **Tools** menu for other options. For example, use **Query Total for all Records** to view the vendor total for all payments listed.

Use **Filter**  Filter to enter a Query (F7 is still active)

Use **Go** to Execute the Query (F8 is still active)



Use **Start Over** to change filter criteria or select a different vendor



en Lynn Lutgen    Sign Out    ?

RETRIEVE    RELATED    TOOLS

Q

**ACTIONS**

Refresh	F5
Export	Shift+F1
Print	Ctrl+P
Clear Record	Shift+F4
Clear Data	Shift+F5
Item Properties	
Display ID Image	
Exit Quickflow	
About Banner	

**OPTIONS**

Query Total for all records

**BANNER DOCUMENT MANAGEMENT**

Retrieve Documents	Alt+R
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**Add** and **Retrieve** will allow access to BDMS/scanned documents (Note: This will become active once BDMS has been moved into Banner 9).

ADD    RETRIEVE