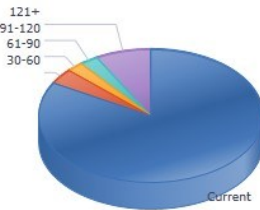# PeopleSoft Tips Tricks ...

Reviewing Receivables Activity for a Business Unit

To better manage accounts receivable aging balances, there are a variety of navigations to view transactional detail, summary, or charting. The figure below represents charting navigation that includes 2 and 3 dimensional bar, horizontal bar, line chart, pie chart, or stacked bar chart.

- Receivable Work Center>Unit Aging
  - Unit Aging Chart (tab)
  - Select type of chart in the Chart Type drop down and click 'Draw Chart'

New Feature in PeopleSoft to View Approvers

A new feature has been added in PeopleSoft in Regular Entry for accounts payable vouchers. You can now view the approvers in the Invoice Information tab by clicking on the Preview Approval link.

New PeopleSoft Links and Queries—Workflow

OMB has added links and queries for 1099s to the Accounts Payable WorkCenter. The links can be found under the Main tab and the queries under the Reports / Queries tab.