

# Introduction to MS Dynamics NAV

Purchase example and impacts (Inventory, Vendor Ledger Entries and General Ledger)

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Department of corporate economy

# Vendor Card

- Departments
- ▷ Financial Management
- ▷ Sales & Marketing
- ▲ Purchase
  - Planning
  - Order Processing**
  - Inventory & Costing
- ▷ Warehouse
- ▷ Manufacturing
- Jobs
- Resource Planning
- ▷ Service
- Human Resources
- ▷ Administration

## Order Processing

### Lists

- Vendors**
- Contacts
- Purchase Quotes
- Purchase Orders
- Blanket Purchase Orders
- Purchase Return Orders
- Transfer Orders
- Purchase Invoices
- Purchase Credit Memos
- Requests to Approve
- Approval Request Entries
- Certificates of Supply

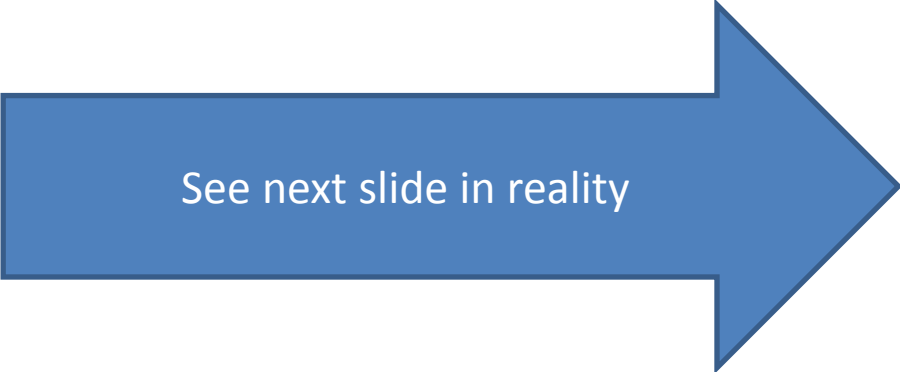
### Tasks

- Subcontracting Worksheets
- Purchase Journals

Click



List of vendors



# List of Vendors

Vendors ▾

Type to filter (F3) | No. ▾ → ▾

No filters applied

No.	Name	Responsi... Center	Location Code	Phone No.	Contact	Search Name
01254796	Progressive Home Furnishin...				Mr. Michael Sean Ray	PROGRESS...
01587796	Custom Metals Incorporated				Mr. Peter Houston	CUSTOM ...
01863656	American Wood Exports				Mr. Jeff D. Henshaw	AMERICA...
01905283	Mundersand Corporation				Mr. Mike Hines	MUNDERS...
01905382	NewCaSup				Mr. Toby Nixon	NEWCASUP
01905777	OakvilleWorld				Mr. Sean P. Alexander	OAKVILLE...
10000	London Postmaster	LONDON			Mrs. Carol Philips	LONDON ...
20000	AR Day Property Managem...	LONDON	YELLOW		Mr. Frank Lee	AR DAY PR...
20300190	Malay-Dan Export Unit Sdn ...		YELLOW		Mr. Fabrice Perez	MALAY-D...
20319939	KDHSL99 Sdn Bhd				Mr. Toh Chin Theng	KDHSL99 S...
20323323	Tengah Butong Sdn Bhd				Mrs. Anisah Yoosoof	TENGAH B...
21201992	Texpro Maroc				M. Charaf HAMZAoui	TEXPRO M...
21218838	Top Bureau		BLUE		M. Fadi FAKHOURI	TOP BURE...
21248839	Comacycle					COMACY...
27299299	Big 5 Video				Mr. Kevin Kennedy	BIG 5 VIDEO

**Vendor Statistics** ▾

Vendor No.: 10000  
 Balance (LCY): 114 357,45  
 Outstanding Ord...: 1 129,50  
 Amt. Rcd. Not Inv...: 0,00  
 Outstanding Invo...: 0,00  
 Total (LCY): 115 486,95  
 Overdue Amount...: 82 133,69  
 Invoiced Prepay...: 0,00

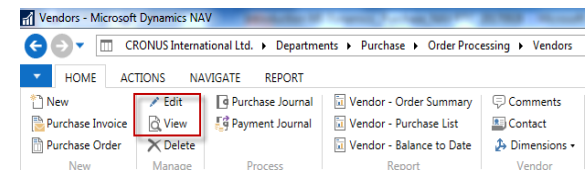
**Buy-from Vendor Hi...** ▾

Vendor No.: 10000  
 Quotes: 0  
 Blanket Orders: 0  
 Orders: 1  
 Invoices: 0  
 Return Orders: 0  
 Credit Memos: 0  
 Pstd. Return Ship...: 0  
 Pstd. Receipts: 3  
 Pstd. Invoices: 3  
 Pstd. Credit Mem...: 0

See balance (calculated field ) and explain !

See business history and explain !

Use Edit icon in order to open chosen Vendor card



# Vendor Card

## See following tabs :

- General - basic fields (country, purchase, balance,..)
- Communication – basic fields (e-mail,home page,...)
- Invoicing - basic fields (posting groups- will be part of accounting section of this course)
- Payments – basic fields (payment terms- enter new one by use of formula date)
- Receiving – basic fields (location)
- Foreign trade – basic fields (currency code and language)



## Syntax for date formula :

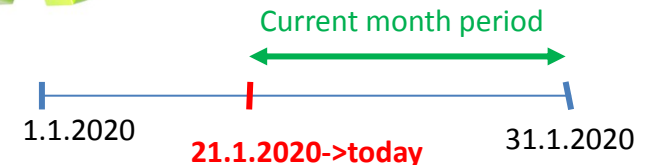
1 day=1D

1 week =1W

1 month=1M

1 year = 1Y

Current month = CM



# Vendror Ledger Entries

Vendor card

Ctrl-F7



Vendor Ledger Entries

HOME ACTIONS NAVIGATE REPORT

Dimensions Bank Accounts Contact Order Addresses Online Map

Items Invoice Discounts Prices Line Discounts Prepayment Percentages Std. Vend. Purchase Codes

Quotes Orders Return Orders Blanket Orders

**Ledger Entries** Statistics

HOME ACTIONS

View List Edit List Show Posted Document Navigate Apply Entries Unapply Entries... Reverse Transaction... Incoming Document

Applied Entries Dimensions Detailed Ledger Entries Microsoft Excel Show as List Show as Chart OneNote Notes Links

Vendor Ledger Entries Type to filter (F3)

Posting Date	Document Type	Document No.	External Docume...	Vendor No.	Description	Original Amount	Amount	Remaining Amount	Remaining Amt. (LCY)	Open	Due Date
16.1.2019	Invoice	108031	24521	10000	Order 106006	-15 846,00	-15 846,00	-15 846,00	-15 846,00	<input checked="" type="checkbox"/>	31.1.2019
9.1.2019	Payment	2593		10000	Payment 2019	72 470,91	72 470,91	0,00	0,00	<input type="checkbox"/>	9.1.2019
5.1.2019	Invoice	108027	23587	10000	Order 106003	-8 245,76	-8 245,76	-8 245,76	-8 245,76	<input checked="" type="checkbox"/>	31.1.2019
2.1.2019	Invoice	108026	23047	10000	Order 106002	-8 132,00	-8 132,00	-8 132,00	-8 132,00	<input checked="" type="checkbox"/>	31.1.2019
31.12.2018	<b>Invoice</b>	<b>5672</b>	5672	10000	Opening Entries, Vendors	-57 976,72	-57 976,72	-57 976,72	-57 976,72	<input checked="" type="checkbox"/>	<b>19.1.2019</b>
31.12.2018	<b>Invoice</b>	<b>5578</b>	5578	10000	Opening Entries, Vendors	-24 156,97	-24 156,97	-24 156,97	-24 156,97	<input checked="" type="checkbox"/>	<b>18.1.2019</b>
31.12.2018	Invoice	5437	5437	10000	Opening Entries, Vendors	-72 470,91	-72 470,91	0,00	0,00	<input type="checkbox"/>	13.1.2019

# Item list (use search window)

Items ▾

Type to filter (F3) | Description

Show results:

✗ Where No. ▾ is Enter a value.

+ Add Filter

No.	Description	As... BO...	Base Unit of Measure	Cost is ...	Unit Cost	Unit Price	Vendor No.	Search Description
1720	Hand front wheel Brake	No	PCS	<input checked="" type="checkbox"/>	4,80	0,00	01587796	HAND FR...
1800	Handlebars	No	PCS	<input type="checkbox"/>	2,12	0,00	01587796	HANDLEB...
1850	Saddle	No	PCS	<input type="checkbox"/>	7,20	0,00	01587796	SADDLE
1896-S	ATHENS Desk	No	PCS	<input type="checkbox"/>	506,60	649,40	30000	ATHENS D...
1900	Frame	No	PCS	<input type="checkbox"/>	15,70	0,00	01587796	FRAME
1900-S	PARIS Guest Chair, black	No	PCS	<input type="checkbox"/>	97,50	125,10	20000	PARIS GUE...
1906-S	ATHENS Mobile Pedestal	No	PCS	<input type="checkbox"/>	219,50	281,40	30000	ATHENS ...
1908-S	LONDON Swivel Chair, blue	No	PCS	<input type="checkbox"/>	96,10	123,30	30000	LONDON ...
1920-S	ANTWERP Conference Table	No	PCS	<input type="checkbox"/>	328,00	420,40	20000	ANTWERP ...
1924-W	CHAMONIX Base Storage U...	Yes	PCS	<input type="checkbox"/>	81,70	136,40	20000	CHAMONI...
1928-S	AMSTERDAM Lamp	No	PCS	<input type="checkbox"/>	27,80	35,60	10000	AMSTERD...
1928-W	ST.MORITZ Storage Unit/Dr...	Yes	PCS	<input type="checkbox"/>	191,90	342,10		ST.MORIT...
1936-S	BERLIN Guest Chair, yellow	No	PCS	<input type="checkbox"/>	97,50	125,10	20000	BERLIN G...
1952-W	OSLO Storage Unit/Shelf	Yes	PCS	<input type="checkbox"/>	93,60	158,50		OSLO ST...
1960-S	ROME Guest Chair, green	No	PCS	<input type="checkbox"/>	97,50	125,10	20000	ROME G...
1964-S	TOKYO Guest Chair, blue	No	PCS	<input type="checkbox"/>	97,50	125,10	20000	TOKYO G...

Items - Microsoft Dynamics NAV

CRONUS International Ltd. ▾

HOME ACTIONS NAVIGATE REPORT - INVE

New Edit View Delete

New Manage Inventory

Item Availability by ▾

Item Journal

Statistics



# Item Card

1936-S · BERLIN Guest Chair, yellow

General ⚙️ ^

No.:	1936-S	...	Qty. on Purch. Order:	0
Description:	BERLIN Guest Chair, yellow		Qty. on Prod. Order:	0
Base Unit of Measure:	PCS	▼	Qty. on Component Lines:	0
Assembly BOM:	No		Qty. on Sales Order:	23
Shelf No.:	D8		Qty. on Service Order:	0
Automatic Ext. Texts:	<input type="checkbox"/>		Qty. on Job Order:	0
Created From Nonstock Item:	<input type="checkbox"/>		Qty. on Assembly Order:	0
Item Category Code:	▼		Qty. on Asm. Component:	0
Product Group Code:	▼		Blocked:	<input type="checkbox"/>
Service Item Group:	▼		Last Date Modified:	24.8.2017
Search Description:	BERLIN GUEST CHAIR, YE...		Stockout Warning:	Default (Yes) ▼
Inventory:	136		Prevent Negative Inventory:	Default (No) ▼

^ Show fewer fields

See basic fields (Inventory, Quantity on Sales and Purchase orders,...)

# Item Card

Invoicing			
Costing Method:	FIFO	Unit Price:	125,10
Cost is Adjusted:	<input type="checkbox"/>	Gen. Prod. Posting Group:	RETAIL
Cost is Posted to G/L:	No	VAT Prod. Posting Group:	VAT25
Standard Cost:	97,50	Inventory Posting Group:	RESALE
Unit Cost:	97,50	Default Deferral Template:	
Overhead Rate:	0,00	Net Invoiced Qty.:	136
Indirect Cost %:	0	Allow Invoice Disc.:	<input checked="" type="checkbox"/>
Last Direct Cost:	97,50	Item Disc. Group:	RESALE
Price/Profit Calculation:	Profit=Price-Cost	Sales Unit of Measure:	PCS
Profit %:	22,06235		

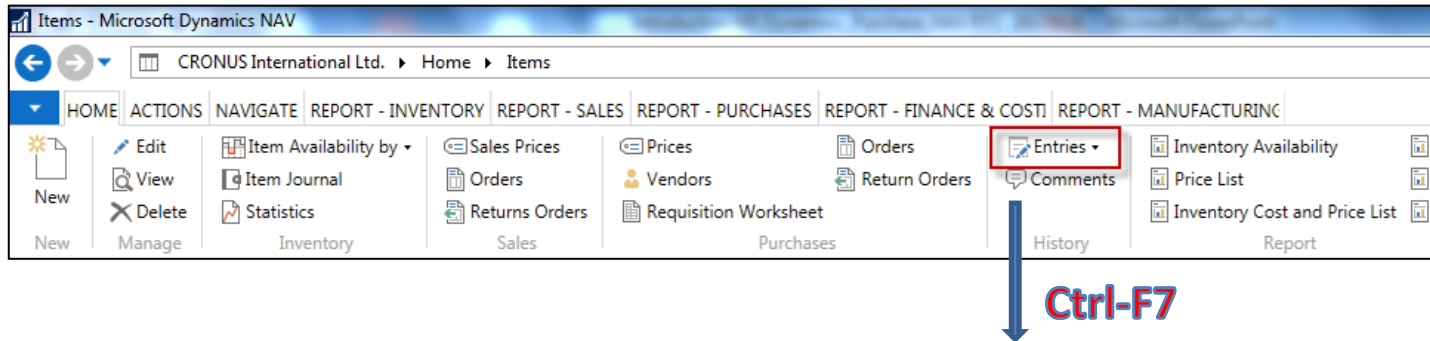
**Product posting group** will be explained later (impact to accounting)



# Item Card

Replenishment			
Replenishment System:	Purchase	<b>Production</b>	
Lead Time Calculation:		Manufacturing Policy:	Make-to-Stock
<b>Purchase</b>		Routing No.:	
Vendor No.:	20000	Production BOM No.:	
Vendor Item No.:	20-123	Rounding Precision:	1
Purch. Unit of Measure:	PCS	Flushing Method:	Manual
		Scrap %:	0
		Lot Size:	0
		<b>Assembly</b>	
		Assembly Policy:	Assemble-to-Stock
Planning			

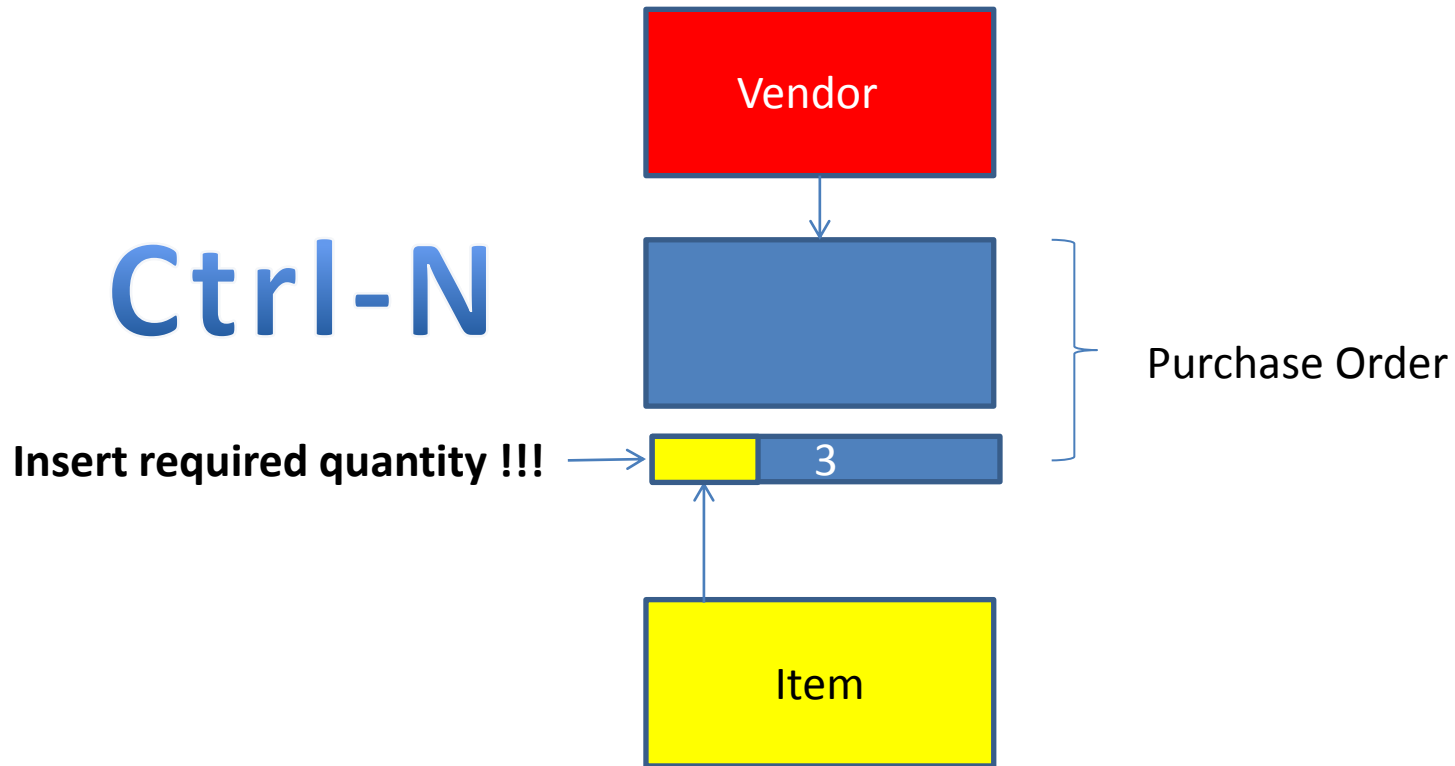
# Item Ledger Entries



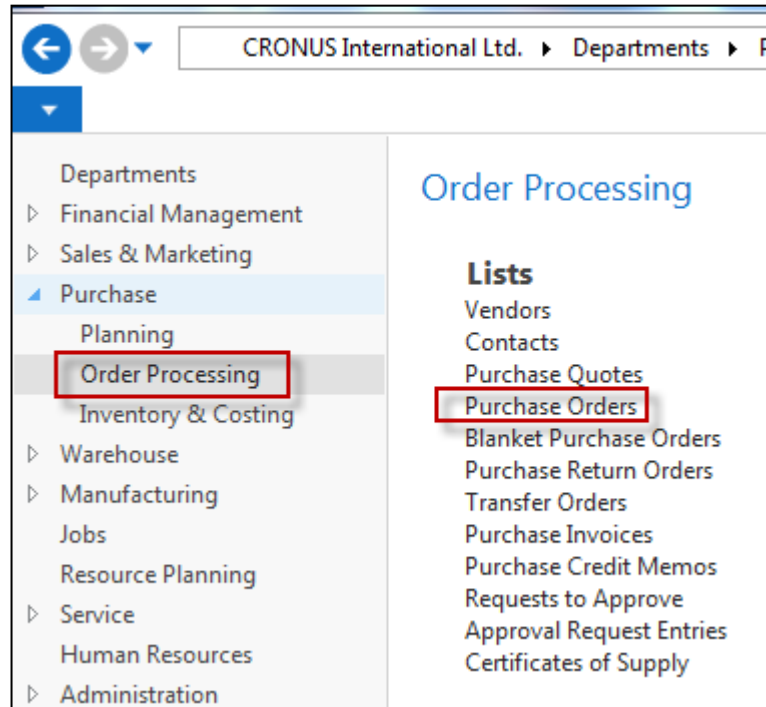
Document No.	Item No.	Description	Location Code	Quantity	Invoiced Quantity	Remaining Quantity	Sales Amount (Actual)	Cost Amount (Actual)	Cost Amount (Non-Invtbl.)	Open	Order Type	Entry No.
TART	1936-S	BLUE		36	36	36	0,00	3 510,00	0,00	<input checked="" type="checkbox"/>		45
TART	1936-S	RED		50	50	46	0,00	4 875,00	0,00	<input checked="" type="checkbox"/>		46
TART	1936-S	GREEN		50	50	46	0,00	4 875,00	0,00	<input checked="" type="checkbox"/>		47
18002	1936-S	GREEN		-4	-4	0	0,00	-390,00	0,00	<input type="checkbox"/>	Transfer	245
18002	1936-S	OWN LOG.		4	4	0	0,00	390,00	0,00	<input type="checkbox"/>	Transfer	246
19001	1936-S	OWN LOG.		-4	-4	0	0,00	-390,00	0,00	<input type="checkbox"/>	Transfer	249
19001	1936-S	RED		4	4	4	0,00	390,00	0,00	<input checked="" type="checkbox"/>	Transfer	250
18005	1936-S	RED		-4	-4	0	0,00	-390,00	0,00	<input type="checkbox"/>	Transfer	270
18005	1936-S	OUT. LOG.		4	4	4	0,00	390,00	0,00	<input checked="" type="checkbox"/>	Transfer	271

By removing filter value see other entry types (purchases, transfers sales,...) !

# Purchase Order creation



# Purchase Order creation



# List of already existing Purchase Orders

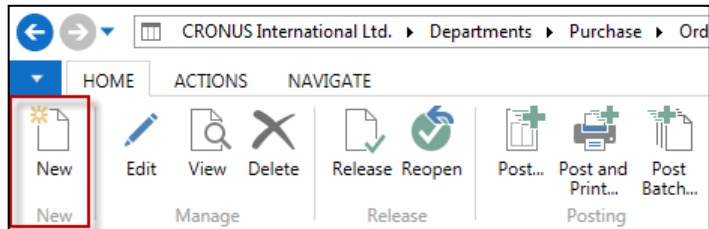
Purchase Orders ▾

Type to filter (F3) | No. ▾ | → ▾

Limit totals: "..23.01.19

No.	Buy-from Vendor No.	Buy-from Vendor Name	Vendor Authoriza...	Location Code	Assigned User ID	Status	Currency Code	Document Date	Posting Date
104001	30000	CoolWood Technologies				Open		21.1.2019	21.1.2019
104002	40000	Lewis Home Furniture		GREEN		Open		24.1.2019	24.1.2019
104003	50000	Service Electronics Ltd.				Open		26.1.2019	26.1.2019
104004	40000	Lewis Home Furniture		GREEN		Released		27.1.2019	27.1.2019
104005	50000	Service Electronics Ltd.				Released		1.1.2019	1.1.2019
104006	30000	CoolWood Technologies				Released		21.1.2019	21.1.2019
104007	40000	Lewis Home Furniture		GREEN		Released		24.1.2019	24.1.2019
104008	60000	Grassblue Ltd.		WHITE		Released		24.1.2019	24.1.2019
104009	61000	Electronics Ltd.		WHITE		Released		24.1.2019	24.1.2019

# Purchase Order (PO) - new



Double click in order to open PO structure

Empty form of PO structure

A screenshot of the 'Purchase Order' form. The 'General' section is expanded, showing fields for 'Buy-from Vendor No.', 'Buy-from Contact No.', 'Buy-from Vendor Name', 'Buy-from City', 'Posting Date', 'Order Date', 'Document Date', 'Vendor Order No.', 'Vendor Shipment No.', 'Vendor Invoice No.', and 'Status'. The 'Buy-from Vendor No.', 'Vendor Invoice No.', and 'Status' fields are marked with a red asterisk (\*). The 'Status' field is set to 'Open'. A 'Show more fields' button is visible at the bottom right of the 'General' section. Below the 'General' section is the 'Lines' section, which is currently empty. The 'Lines' section has a toolbar with 'Line', 'Functions', 'Order', 'New', 'Find', 'Filter', and 'Clear Filter' buttons. The table below the toolbar has columns for 'Type', 'No.', 'Description', 'Location Code', 'Quantity', 'Reserved Quantity', 'Unit of Measur...', 'Direct Unit Cost Excl. VAT', 'Line Amount Excl. VAT', and 'Line I'.

You must enter data to the fields marked by \*

# Purchase Order (PO) – new

(To enter data use F4 or mouse)

Fields with default data are marked by orange \*

Enter chosen vendor and confirm by key ENTER !

Enter type of the purchase order line = Item (in our example)

Enter chosen item (Berlin chair 1936-S) and confirm by key ENTER !

Enter quantity 10 and stock location= **BLUE !!!!**

After delivery (before posting enter Vendor invoice number ->any string- e.g. B1)



See next slide

# Purchase Order (PO)

New - Purchase Order - 106024 · London Postmaster

HOME ACTIONS NAVIGATE

View Edit New Delete Manage Send Approval Request Cancel Approval Request Request Approval Release Reopen Release Post... Post and Print... Test Report... Posting Copy Document... Drop Shipment Prepare Calculate Invoice Discount Statistics Dimensions Comments Order Print... Microsoft Word Send To Show A

106024 · London Postmaster

General

Buy-from Vendor No.: 10000 Document Date: 24.1.2019

Buy-from Contact No.: CT000072 Vendor Order No.:

Buy-from Vendor Name: London Postmaster Vendor Shipment No.:

Buy-from City: London Vendor Invoice No.: B1

Posting Date: 24.1.2019 Status: Open

Order Date: 24.1.2019

Show more fields

Lines

Line Functions Order New Find Filter Clear Filter

Type	No.	Description	Location Code	Quantity	Reserved Quantity	Unit of Measur...	Direct Unit Cost Excl. VAT	Line Amount Excl. VAT	Line I
Item	1936-S	BERLIN Guest Chair, yellow	BLUE	10		PCS	97,50	975,00	



# Print (Preview)

New - Purchase Order - 106024 - London Postmaster

HOME ACTIONS NAVIGATE

View Edit New Delete Manage

London Postmaster  
Mrs. Carol Philips  
10 North Lake Avenue  
London, N12 5XY  
Great Britain

Order  
Page 1

CRONUS, London RC.  
Jack S. Richins  
Kensington Street, 22  
London, N12 5XY  
Great Britain

Buy-from Vendor No. 10000  
VAT Registration No. 895741963

Order No. 106024  
Document Date 24. January 2019  
Payment Terms Current Month  
Shipment Method Cost Insurance and Freight  
Prices Including VAT No

Phone No. +44-999 154642  
Home Page  
E-Mail  
VAT Registration No. GB77777777  
Giro No. 888-9999  
Bank World Wide Bank  
Account No. 99-99-888  
Purchaser Richard Lum

No.	Description	Quantity	Unit of Measure	Direct Unit Cost	Discount %	Allow Invoice Discount	VAT Identifier	Amount
1936-S	BERLIN Guest Chair, yellow	10	PIECE	97,50		Yes	VAT25	975,00
<b>Total GBP Excl. VAT</b>								<b>975,00</b>
25% VAT								243,75
<b>Total GBP Incl. VAT</b>								<b>1 218,75</b>

**VAT Amount Specification**

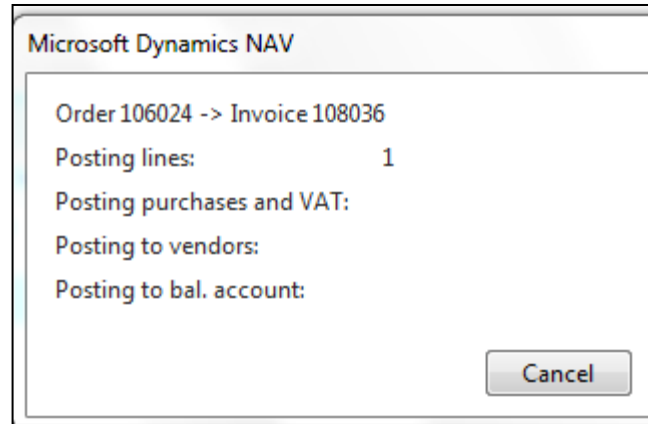
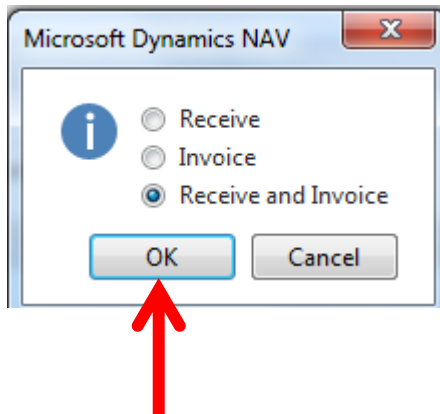
VAT Identifier	VAT %	Line Amount	Invoice Discount Base Amount	Invoice Discount Amount	VAT Base	VAT Amount
VAT25	25	975,00	975,00	0,00	975,00	243,75
<b>Total</b>		<b>975,00</b>	<b>975,00</b>	<b>0,00</b>	<b>975,00</b>	<b>243,75</b>

**Ship-to Address**  
CRONUS International Ltd.  
5 The Ring  
Westminster  
London, W2 8HG  
Great Britain

Print...  
Print

Microsoft Word  
Send To

# Post PO by use of key F9 (or icon)



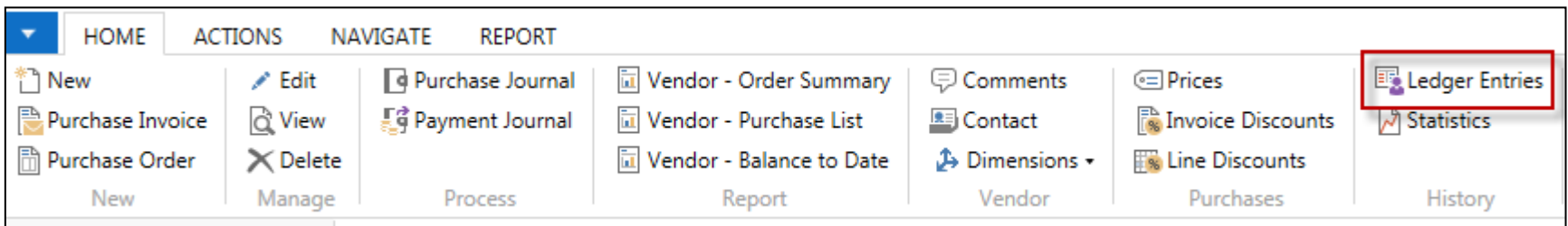
## See Vendor Ledger entries:

- Search window
- Vendor
- Filter to vendor 10000
- Icon Ledger Entries –Option Entries

Vendors

10000 No.

No.	Name	Responsi... Center	Location Code	Phone No.	Contact	Search Name
10000	London Postmaster	LONDON			Mrs. Carol Philips	LONDON ...



# Vendor Ledger Entries

Vendor Ledger Entries ▾ Type to filter (F3) | Posting Date

Post... Date	Document Type	Document No.	External Docume...	Vendor No.	Description	Original Amount	Amount	Remaining Amount	Remaining Amt. (LCV)	Open	Due Date	Pmt. Discou...	Pmt. Disc. Toleranc...
31.12.2018	Invoice	5437	5437	10000	Opening Entries, Vendors	-72 470,91	-72 470,91	0,00	0,00	<input type="checkbox"/>	13.1.2019	31.12.2018	31.12.2018
31.12.2018	<b>Invoice</b>	<b>5578</b>	5578	10000	Opening Entries, Vendors	-24 156,97	-24 156,97	-24 156,97	-24 156,97	<input checked="" type="checkbox"/>	<b>18.1.2019</b>	31.12.2018	31.12.2018
31.12.2018	<b>Invoice</b>	<b>5672</b>	5672	10000	Opening Entries, Vendors	-57 976,72	-57 976,72	-57 976,72	-57 976,72	<input checked="" type="checkbox"/>	<b>19.1.2019</b>	31.12.2018	31.12.2018
2.1.2019	Invoice	108026	23047	10000	Order 106002	-8 132,00	-8 132,00	-8 132,00	-8 132,00	<input checked="" type="checkbox"/>	31.1.2019	2.1.2019	2.1.2019
5.1.2019	Invoice	108027	23587	10000	Order 106003	-8 245,76	-8 245,76	-8 245,76	-8 245,76	<input checked="" type="checkbox"/>	31.1.2019	5.1.2019	5.1.2019
9.1.2019	Payment	2593		10000	Payment 2019	72 470,91	72 470,91	0,00	0,00	<input type="checkbox"/>	9.1.2019		
16.1.2019	Invoice	108031	24521	10000	Order 106006	-15 846,00	-15 846,00	-15 846,00	-15 846,00	<input checked="" type="checkbox"/>	31.1.2019	16.1.2019	16.1.2019
24.1.2019	Invoice	108036	<b>B1</b>	10000	Order 106024	-1 218,75	-1 218,75	-1 218,75	-1 218,75	<input checked="" type="checkbox"/>	31.1.2019	24.1.2019	24.1.2019

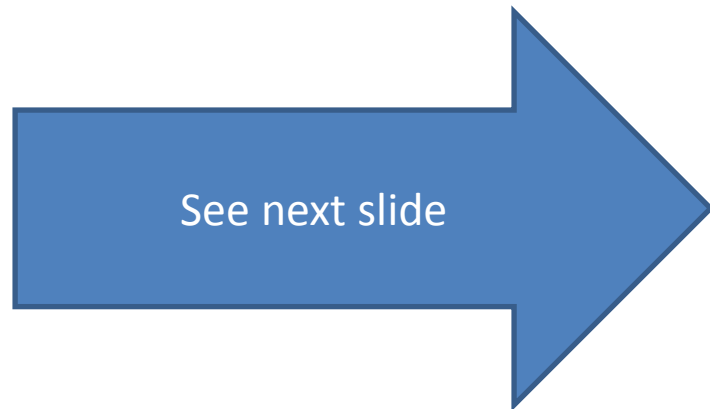
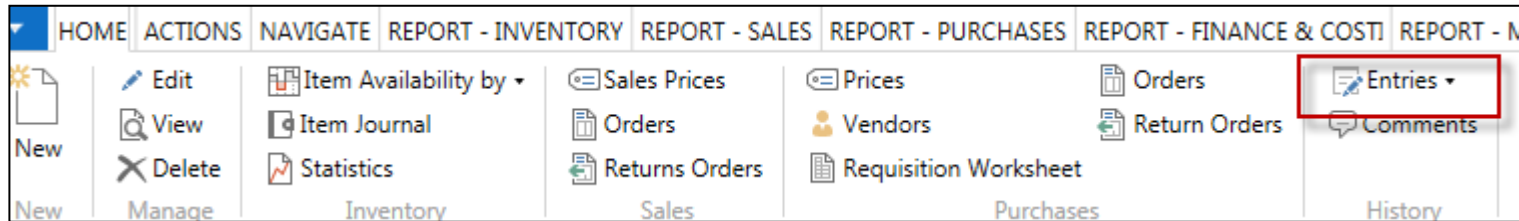


See next slide

# Item Ledger Entries

## See Item Ledger Entries :

- Search window
- Item
- Filter to Item 1936-S
- Find icon Entries ->Option=Entries



# Item Ledger Entries

Item Ledger Entries

Type to filter (F3) | Posting Date

Show results:

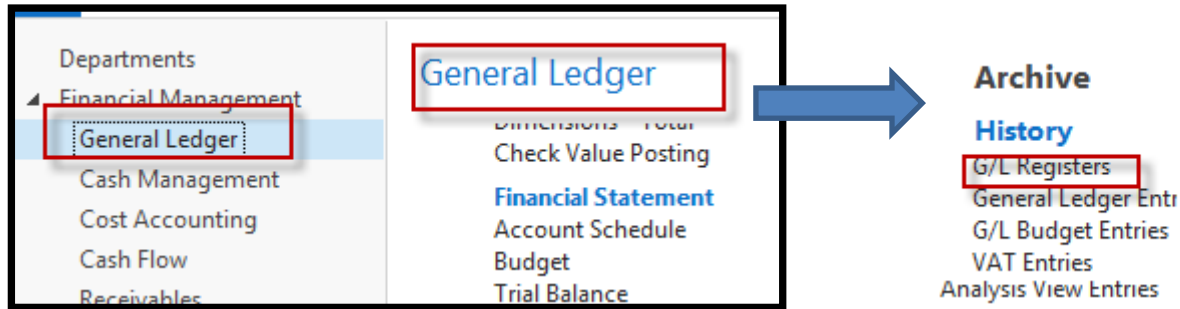
Where Item No. is 1936-S

+ Add Filter

Posting Date	Entry Type	Document Type	Document No.	It... N...	Descri...	Location Code	Quantity	Invoiced Quantity	Remaining Quantity	Sales Amount (Actual)	Cost Amount (Actual)
31.12.2018	Positive A...		START	1936-S		BLUE	36	36	36	0,00	3 510,00
31.12.2018	Positive A...		START	1936-S		RED	50	50	46	0,00	4 875,00
31.12.2018	Positive A...		START	1936-S		GREEN	50	50	46	0,00	4 875,00
24.1.2019	Transfer	Transfer Shipment	108002	1936-S		GREEN	-4	-4	0	0,00	-390,00
24.1.2019	Transfer	Transfer Shipment	108002	1936-S		OWN LOG.	4	4	0	0,00	390,00
24.1.2019	Transfer	Transfer Receipt	109001	1936-S		OWN LOG.	-4	-4	0	0,00	-390,00
24.1.2019	Transfer	Transfer Receipt	109001	1936-S		RED	4	4	4	0,00	390,00
24.1.2019	Transfer	Transfer Shipment	108005	1936-S		RED	-4	-4	0	0,00	-390,00
24.1.2019	Transfer	Transfer Shipment	108005	1936-S		OUT. LOG.	4	4	4	0,00	390,00
24.1.2019	Purchase	Purchase Receipt	107037	1936-S		BLUE	10	10	10	0,00	975,00

Inventory increased by 10 !!

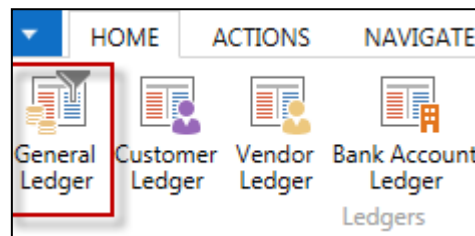
# Impacts in General Ledger



Go to last line of G/L register

125	24.1.2019	EUROPE\N...	SALES	2804	2808	896	897
126	24.8.2017	EUROPE\N...	SALES	2809	2811	898	898
127	24.8.2017	EUROPE\N...	SALES	2812	2814	899	899
128	24.8.2017	EUROPE\N...	SALES	2815	2817	900	900
129	26.9.2017	ESF\MIKI	PURCHASES	2818	2820	901	901

Go to icon General Ledger



# Impacts in General Ledger

General Ledger Entries ▾

Type to filter (F3) | Posting Date ▾ | → ▾

Filter: 2818..2820

Posting Date	Document Type	Document No.	G/L Accou...	Description	Gen. Posti...	Gen. Bus. Posting ...	Gen. Prod...	Amount	Bal. Accou...	Bal. Accou...	Entry No. ▲
24.1.2019	Invoice	108036	7110	Order 106024	Purcha...	NATIONAL	RETAIL	975,00	G/L Account		2818
24.1.2019	Invoice	108036	5630	Order 106024				243,75	G/L Account		2819
24.1.2019	Invoice	108036	5410	Order 106024				-1 218,75	G/L Account		2820

Purchase Retail  
**7110**

975,00

Purchase VAT 25%  
**5630**

243,75

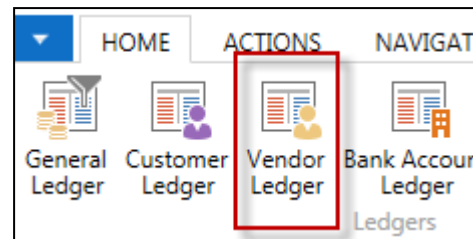
Vendors Domestic  
**5410**

1 218,75

$$1218,75 = 975 + 243,75$$

# Use of Navigate tool

- Go to Icon Vendor Ledger Entries (from the same working space)



A screenshot of the 'Vendor Ledger Entries' interface. The top navigation bar includes 'HOME' and 'ACTIONS' tabs. Under 'ACTIONS', the 'Navigate' icon (a magnifying glass over a document) is highlighted with a red box. Below the navigation bar, the title 'Vendor Ledger Entries' is displayed with a dropdown arrow and a search filter box labeled 'Type to filter (F3)'. A table of ledger entries is shown below.

Posting Date	Document Type	Document No.	External Docume...	Vendor No.	Description	Original Amount	Amount	Remaining Amount	Remaining Amt. (LCY)	Open	Due Date
24.1.2019	Invoice	108036	B1	10000	Order 106024	-1 218,75	-1 218,75	-1 218,75	-1 218,75	<input checked="" type="checkbox"/>	31.1.2019



# Result of Navigation

HOME ACTIONS

Show Related Entries Find Print...

Process

**Document**  
Document No.: 108036

Related Entries

- Posted Purchase Invoice
- G/L Entry
- VAT Entry
- Vendor Ledger Entry
- Detailed Vendor Ledg. Ent
- Value Entry

108036 · London Postmaster

General

No.: 108036 Posting Date: 24.1.2019  
 Buy-from Vendor No.: 10000 Document Date: 24.1.2019  
 Buy-from Contact No.: CT000072 Quote No.:  
 Buy-from Vendor Name: London Postmaster Order No.: 106024  
 Buy-from Address: 10 North Lake Avenue Pre-Assigned No.:  
 Buy-from Address 2: Vendor Order No.:  
 Buy-from Post Code: N12 5XY Vendor Invoice No.: B1  
 Buy-from City: London Order Address Code:  
 Buy-from Contact: Mrs. Carol Philips Purchaser Code: RL  
 No. Printed: 0 Responsibility Center: LONDON

Lines

Line Find Filter Clear Filter

Type	No.	Description	Quantity	Unit of Measur...	Direct Unit Cost Excl. VAT	Unit Price (LCY)	Lin
Item	1936-S	BERLIN Guest Chair, yellow	10	PCS	97,50	125,10	

# End of the section

Purchase example and impacts (inventory, Vendor Ledger Entries and General Ledger)

