How to Import Invoices from Origin

Before you proceed to the following steps, make sure that other necessary records from Origin, such as Customer, Ship Via, and Company Location, has already been imported. Refer to How to Import from Origin.

- 1. Open the Import Invoice from Origin screen via Sales | Import Invoices from Origin menu.
- 2. Provide the Date Range of the Invoices you want to import.
- 3. Click the Import button

Import Invoices from Origin	^ X							
Import Close								
Details								
Select the date range of Invoices to import								
From To								
Date Range: 10/01/2015 🔤 10/31/20	015							
⑦ ✿ ♀ Keady]							

- 4. The system will inform you of the total number of records to be imported. Click Yes button on the message.
- 5. Once the process is completed, click Yes button on the confirmation message.

Note that only posted Invoices will be imported.

- 1. Open the Import Invoice from Origin screen via Sales | Import Invoices from Origin menu.
- 2. Provide the Date Range of the Invoices you want to import.
- 3. Click the Import toolbar button.

	Import Invoices from Origin							
	Import Clo	2 Ise						
Select the date range of Invoices to import								
	From		To					
		From		То				
	Date Range:	From 10/01/2014		To 10/31/2014				
	Date Range:	From 10/01/2014 Ready		To 10/31/2014				
. T	Date Range: ② 😒 👷 he system will ir	From 10/01/2014 Ready form you of the total nu	Imber of records	To 10/31/2014 to be imported. Click Ye	es button.			



5. Once the process is completed, click Yes button on the message.



Note that only posted Invoices will be imported.

Before you proceed to the following steps, make sure that other necessary records from Origin, such as Customer, Ship Via, and Company Location, has already been imported. Refer to How to Import from Origin.

- 1. Open the Import Invoice from Origin screen via Accounts Receivable > Activities > Import Invoices from Origin menu.
- 2. Provide the Date Range of the Invoices you want to import.

3.	С	lick the Import too	olbar button.					
		🔚 Import Invo	oices from Origin				××	
	Import Close							
			Select the date ra	nge of Ir	voice	es to import		
			From		То			
		Date Range:	10/01/2014		10/3	1/2014	•	
		🕜 🔮 🏆 R	eady					
4.	Т	he system will info	rm you of the total numbe	er of records	to be ir	nported. Click Yes b	utton.	
	1	👔 iRely i21			×			
		You Are	are about to impor you sure you want	t 5 record to continu	s. ie?			
			Yes No					
5.	0	nce the process is	completed, click Yes bu	tton on the r	nessag	e.		
	1	👔 iRely i21		×				
		Suc	cessfully imported al	Invoices				
			ОК					

Note that only posted Invoices will be imported.