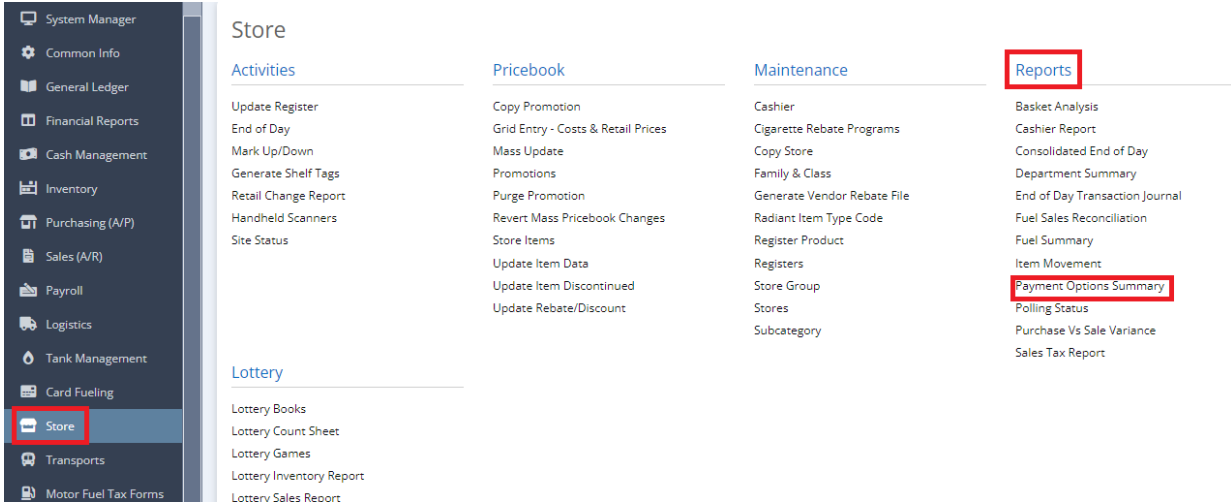


Payment Options Summary

- This screen is used for generating a report for payment options available in a store.

Steps for generating Payment Options Summary Report:

1. Go to **Store Report Payment Options Summary**



2. This screen will be prompted next:

A screenshot of a web application window titled 'Payment Option Summary Report'. At the top, there are 'Generate' and 'Close' buttons. Below this is a 'Details' tab. The form contains several input fields: 'End of Day Date From' and 'To' with calendar icons; 'Transaction Type' with radio buttons for 'All' (selected), 'Posted', and 'Unposted'; and four dropdown menus for 'Store Group', 'Store', 'District', and 'Region'.

3. Select the **End of Day Date From and To** you want to see in the report.
4. Select the **Transaction Type** (All, Posted & Unposted) you want to see in the report.
5. Select Either **Store Group** or **Store** and Supply information by clicking the dropdown button.
6. Select the **District** and **Region** you want to see in the report by clicking the dropdown button.
7. Select **Generate** button to proceed.

Payment Option Summary Report

Generate

Close

Details

End of Day Date From1/2/2023To6/28/2023

Transaction Type:

All

Posted

Unposted

Store Group

Store210

DistrictLawton

RegionGrady

Result: