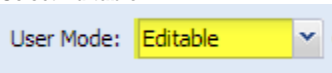


User Mode Selected is Editable

This is what will happen if user mode Editable is selected in Recurring Journal screen.

1. Create a new **Recurring Journal**. (see [How To Create Recurring Journal Template](#))
2. On **User Mode** field, click on combo box dropdown button.
3. Select **Editable**.



4. Add details on the grid.

Account ID	Description	Doc Date	Debit	Credit	Debit Units	Credit Units	Document
101000-00	CASH ON HAND - ADMIN	12/30/2013	620.00	0.00	0.000	0.000	
309000-00	ACCOUNTS PAYABLE - ADMIN	12/30/2013	0.00	620.00	0.000	0.000	

5. Click **Save** toolbar button to save recurring journal.



6. Create journal via **Reminder List** screen. (See [How To Create Recurring Journal](#))
7. View the created transaction.
8. Toolbars and fields for editing are enabled, allowing users to edit the transaction before posting.

A screenshot of the 'General Journal' window. The title bar says 'General Journal'. The toolbar includes 'New', 'Save', 'Search', 'Delete', 'Undo', 'Post', 'Duplicate', 'Recap', 'Reallocation', 'Recurring', and 'Close'. Below the toolbar, there are input fields for 'Post Date: 01/15/2014', 'Currency: USD', 'Reverse Date: 02/01/2014', and 'Transaction ID: REC-8'. A 'Description' field contains 'Journal to be recurred daily'. Below this is a table with columns 'Account ID', 'Description', 'Doc Date', 'Debit', and 'Credit'. The table contains two rows: '101000-00 CASH ON HAND - ADMIN' with a debit of 620.00, and '309000-00 ACCOUNTS PAYABLE - ADMIN' with a credit of 620.00. At the bottom right, 'Out of Balance: 0.00' is displayed. The status bar at the bottom says 'Help Ready' and '1 of 1'.