How To Import AP Terms

1. Open Origin Conversions screen from System Manager > Utilities and select Purchasing module.

🖵 System Manager	Origin Conversions					
Users	Close					
User Roles						
Report Manager	Details					
Company Configuration	System Manager	Accounts Payable Impor	t from Origins	*		
Starting Numbers	General Ledger					
Custom Fields	Tank Management	Import AP Terms	Import AP Terms.			
custom neus	Sales					
Modules	Purchasing	Import Vendors	Import all vendors from Origin.			
Letters	Cash Management					
Company Registration	Card Fueling					
	cara racing	Import vouchers	Import all vouchers from Origin.			
Origin Conversions						
i21 Undator						
				×		
🖵 Common Info	🕐 🗘 💡 🖂 Ready					

2. Click on Import AP Terms button.

Import AP Terms

Import AP Terms.

3. Importing of terms from Origin will start. Once it is finished, Terms screen will open.

Кe	emove 🔠 Layo	ut Q	Filter R	ecords (F3)				
Т	erms	Origin Ter Code	ms	Discount for Early Payment	Discount Days	Balance Due	APR for Late Payment	Allow EFT on Invoices
Ν	NET15	NET15		0.00%	0	15	0.00%	\checkmark
D	Due on Receipt	0		0.00%	0	0	0.00%	\checkmark
				0.00%	0	0	0.00%	

4. Close Terms screen. The Import AP Terms button will be disabled and Import Vendors and Import Vouchers button will be enabled.

Accounts Payable Import from Origins				
Import AP Terms	Import AP Terms.			
Import Vendors	Import all vendors from Origin.			
Import Vouchers	Import all vouchers from Origin.			
4	•			

1. Open Origin Conversions screen from System Manager > Utilities and select Accounts Payable module.

🚞 System Manager	Conversions
User Security	
i User Roles	
🌍 Company Setup	Class
i Report Manager	Close
🌍 Motor Fuel Tax Cycle	System Manager
Company Preferences	General Ledger
ig Starting Numbers	Tank Management
i Custom Fields	Accounts Receivable
🚞 Utilities	Accounts Payable
Origin Conversions	Cash Management
import Origin Users	
import Origin Menus	
announcements	
Click on Import AP Terms button.	

Import AP Terms.

3. Importing of terms from Origin will start. Once it is finished, Terms screen will open.

🇊 Terms							
Save Undo Close							
Standard Date Driven Specific Date	2						
😑 Remove 🛛 Filter:	C	2					
Terms	Origin Terms Code	Discount for Early Payment	Discount Days	Balance Due	APR for Late Payment	Allow EFT on Invoices	Active
Due on Receipt	None	0.00%	0	0	0.00%	1	V
E NET 30	None-2	0.00%	0	30	0.00%	V	V
2/10 Net 30	None-1	2.00%	10	30	0.00%	V	V
		0.00%	0	0	0.00%	\checkmark	\checkmark

🕜 😟 🏆 Ready

Import AP Terms

2.

4. Close Terms screen. The Import AP Terms button will be disabled and Import Vendors and Import Bills button will be enabled.

Ungin Conversions		
Close		
System Manager	Accounts Payable Import from Origins	
General Ledger		
Tank Management	Import AP Terms Import AP Terms.	
Accounts Receivable		
Accounts Payable		
Cash Management	Import Vendors Import all vendors from Origin.	
	Import Bills Import all bills from Origin.	
💋 🛂 🖞 Keady		

Open Origin Conversions screen from Admin > Utilities and select Accounts Payable module.blocked URL
Click on Import AP Terms button.



3. Importing of terms from **Origin** will start. Once it is finished, **Terms** screen will open.

Terms							â 🗆 🛛	
🗣 🏈 🛃								
Save Undo Close								
Standard Date Driven								
) Delete								
Terms	Terms Code	Discount for Early Payment	Discount Days	Balance Due	APR for Late Payment	Allow EFT on Invoices	Active	
NET 30		0	0	30.00%	0	V		
Due on Receipt		0	0	0.00%	0	V	\checkmark	
2/10 Net 30		2	10	30.00%	0	V	\checkmark	
		0	0	0.00%	0			
S X Keady								

4. Close Terms screen. The Import AP Terms button will be disabled and Import Vendors and Import Bills button will be disabled.

Import AP Terms	Import AP Terms.
Import Vendors	Import all vendors from Origin.
Import Bills	Import all bills from Origin.