

**DATA PRO
ACCOUNTING
SOFTWARE, INC.**

Advanced Accounting Software & Secure Internet Solutions



**Forms Generator
Reference Manual**



Version 7.63

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CHAPTER 1 INTRODUCTION

This chapter covers several of the general concepts of how to use the **Infinity POWER Forms Generator** module. This software program provides a very powerful tool which allows the ability to create customized forms for the **Infinity POWER** modules which may include Accounts Payable Checks, Payroll Checks, Accounts Receivable Invoices, Statements and Deposit Slips, Sales Orders, Packing Lists, Bills of Lading, Purchase Orders and Requests For Proposals. The key is that this module provides specific control over how forms within the **Infinity POWER** modules may be printed, providing the capability of customizing all your forms to the way your business operates.

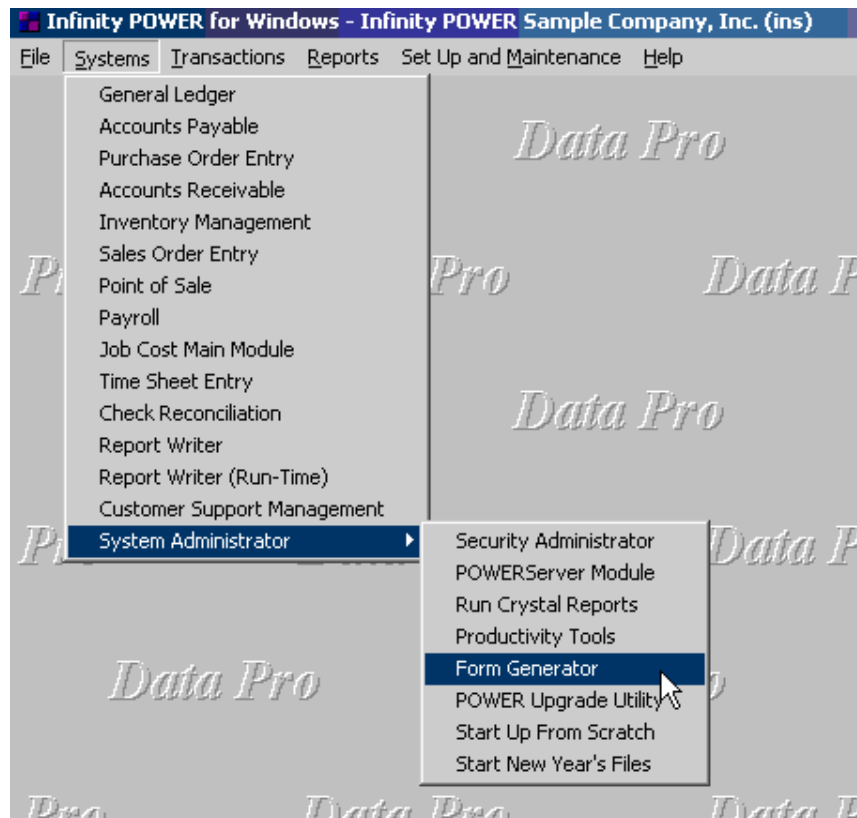
NOTE

Effective with **Version 6.7**, all standard forms shipped with the **Infinity POWER** products were modified with a new font printing system. Any user with a form that has been previously modified using the Form Generator module **MUST BE** changed to accommodate the new font printing system. Contact Data Pro or your local Data Pro Dealer prior to performing the system upgrade to **Version 6.7 or later** to ensure that all forms have been adjusted **PRIOR** to any conversion to minimize any downtime.

The **Infinity POWER Form Generator** is a program which allows the user to create customized forms using the fields available within the accounting programs that require form printing. This program allows for much of the technical design capabilities necessary for sophisticated forms in a format that is easy to use by non-programmers.

Infinity POWER has successfully integrated these design considerations into an extremely powerful, yet easy to use package, called the **Infinity POWER Form Generator** module. As a standard feature within each System Administrator module, the Form Generator can be used across a wide range of applications.

To locate where to access the product, select the System Administrator module from the menu system and click on **Form Generator** as shown below.



The **Form Generator** module allows user definition of all form characteristics including number of lines, page width, and whether to use normal or condensed printing.

This module utilizes the same consistent **Infinity POWER** interface for ease of use and simple operation. Every existing **Infinity POWER** form is generated by the Form Generator module, plus an infinite number of new forms!

As you can see, the **Infinity POWER Form Generator** gives you the power of a systems level programmer in a simple to use non-programmer's package.

GENERAL CONCEPTS

Although the **Infinity POWER Forms Generator** is extremely easy to use, it is important to understand the general concepts behind the structure of a form. Once you understand these concepts, the design and creation of a form will proceed very rapidly.

Most **Infinity POWER** forms contain the following elements:

Form Width	The maximum number of characters on a single line of the form. Normally, printers are designed to print 10 and/or 17 characters per horizontal inch. On an 8 1/2" x 11" printed page this allows 80 (or 132) character form width, respectively.
Lines per Page	The maximum number of lines on a page. Most printers are designed to print 6 and/or 8 lines per vertical inch. On an 8 1/2" by 11" printed page this allows 66 (or 88) lines per page, respectively. Laser printers normally allow for 60 lines per page.

Often, when using a software package, it appears as though information magically appears on your screen. In actuality, the program was specifically designed to retrieve this information based on some objective criteria.

SYSTEM INTEGRATION

The Forms Generator module integrates with all other **Infinity POWER** modules that have form printing capabilities. All in all, the levels of integration that can be found with the Forms Generator module are very powerful. Take advantage of the power and see how much you can do with all of the data to be found throughout the **Infinity POWER** line of products!

FORM NAMING STRUCTURE

Each of the **Infinity POWER** accounting modules have their own naming structure for the forms available for use for that particular module. The following describes the structure of the form names for each of the **Infinity POWER** modules that have form printing capabilities.

Accounts Payable	All form names must begin with AP and the form name may not exceed a total of seven (7) characters. All form file names will end with the .FRM extension. The available types of form files used with the Accounts Payable module are Accounts Payable checks.
Purchase Order	All form names must begin with PO and the form name may not exceed a total of seven (7) characters. All form file names will end with the .FRM extension. The available types of form files used with the Purchase Order module are Purchase Orders and Requests for Proposals.

Accounts Receivable	All form names must begin with AR and the form name may not exceed a total of seven (7) characters. All form file names will end with the .FRM extension. The available types of form files used with the Accounts Receivable module are Accounts Receivable invoices and statements.
Sales Order Entry	All form names must begin with SO and the form name may not exceed a total of seven (7) characters. All form file names will end with the .FRM extension. The available types of form files used with the Sales Order Entry module are Sales Orders, Proposals, Packing Lists and Bills of Lading.
Payroll	All form names must begin with PR and the form name may not exceed a total of seven (7) characters. All form file names will end with the .FRM extension. The available types of form files used with the Payroll module are Payroll checks and W2s.
Point of Sale	All form names must begin with PS and the form name may not exceed a total of seven (7) characters. All form file names will end with the .FRM extension. The available types of form files used with the Point of Sale module are receipts.

FORM SYSTEMS

The following is a list of the Form Systems included in the **Infinity POWER Forms Generator**. This list defines the forms system that contains the fields available for each type of form that you may need to create.

- APC** – Accounts Payable Checks
- APO** – Accounts Payable 1099 Forms
- ARD** – Accounts Receivable Deposit Slips
- ARI** – Accounts Receivable Invoices
- ARS** – Accounts Receivable Statements
- POP** – Purchase Orders
- PRC** – Payroll Check
- PRW** – Payroll W-2 Forms
- PSR** – Point of Sales Receipts
- SD** – Support Database Statements
- SOI** – Sales Order (All Forms)
- SYS** – Universal Fields

FORM FIELDS

Form fields by definition, are the source of information that is printed on the various forms. They are held in pre-defined libraries called **Form Systems**. However, many other data fields may be used in a form file definition. The following pages have included lists of the detailed data fields accessible in each of the **Form Systems**. Following these descriptions are examples of how you can use a field that is not represented in a specific **Form System**.

APC AP-Checks

APC AP-Checks			
Field ID	Description	Length	Format
address1	Auto Format Address Line 1	30	fs
address2	Auto Format Address Line 2	30	fs
address3	Auto Format Address Line 3	30	fs
address4	Auto Format Address Line 4	30	fs
address5	Auto Format Address Line 5	30	fs
address6	Auto Format Address Line 6	30	fs
checkamnt	Check Amount	0	fdd
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
clroiline	Clear Open Item Lines	0	%d^^
cnum	Check Number	0	%ld
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
comment1	Vendor Comments 1	50	fs
comment2	Vendor Comments 2	50	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	5	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs

APC AP-Checks			
Field ID	Description	Length	Format
compzip	Company Zip Code	10	fs
contact	Contact	20	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
glacc	Transaction GL Debit Account	10	fs
gtdisc	Total Discount Amounts	0	ffd
gttrans	Total Transaction Amounts	0	fdd
longamnt	Long Hand Amount	30	fs
name	Vendor Name	30	fs
num	Vendor Number	10	fs
oidesc	Open Item Description	20	fs
pagenum	Page Number	5	%d
phone	Telephone Number	14	fs
remitname	Remittance Name (Vendor)	30	fs
setoline	Set Open Item Line #	0	%d^^
state	Vendor State	2	fs
sysdate	System Date	8	fd
transabbr	Transaction Type (Abbr.)	3	fs
transdate	Transaction Date	8	fd
transdisc	Transaction Discount Amount	0	ffd
transdue	Transaction Due Date	8	fd
transjob	Transaction Job Number	10	fs
transnet	Transaction Net Amount	0	fdd
transnum	Transaction Number	10	fs
transtotal	Transaction Total Amount	0	fdd
transtype	Transaction Type (Description)	20	fs
vaddr1	Vendor Address 1	25	fs
vaddr2	Vendor Address 2	25	fs
vcity	Vendor City	15	fs
vcountry	Vendor Country	15	fs

APC AP-Checks			
Field ID	Description	Length	Format
vzip	Vendor Zip Code	10	fs

APO AP 1099 FORMS

APO AP 1099 FORMS			
Field ID	Description	Length	Format
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
pagenum	Page Number	5	%d

APO AP 1099 FORMS			
Field ID	Description	Length	Format
sysdate	System Date	8	fd
vendaddr1	vendor address 1	25	fs
vendaddr2	vendor address 2	0	fs
vendcity	vendor city	0	fs
vendcon	vendor contact	0	fs
vendname	vendor name	30	fs
vendnum	vendor number	0	fs
vendphone	vendor phone number	0	fs
vendstate	vendor state	0	fs
vendtaxid	endor tax id number	0	fs
vendytdpay	vendor ytd payments	0	fdd
vendzip	vendor zip	0	fs
venmasttax	vendor master tax id number	0	fs

ARD AR-Deposit Slip

ARD AR-Deposit Slip			
Field ID	Description	Length	Format
addr1	Customer Address 1	30	fs
addr2	Customer Address 2	30	fs
city	Customer City	15	fs
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs

ARD AR-Deposit Slip			
Field ID	Description	Length	Format
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
contact	Customer Contact	20	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
grandtotal	Deposit Grand Total	0	fdd
itemcount	Deposit Items Count	0	fdd
lastaging	Last Aging Date	8	fd
name	Customer Name	30	fs
num	Customer Number	10	fs
oiabbr	Open Item Abbreviation	3	fs
oidate	Open Item Date	8	fd
oidesc	Open Item Description	20	fs
oijobnum	Open Item Job Number	10	fs
oisalesnum	Open Item Salesman Number	5	fs
oitotal	Open Item Total	0	fdd
oitransnum	Open Item Transaction Number	10	fs
oitype	Open Item Type	20	fs
oitypedes	Open Item Type Description	20	fs
pagenum	Page Number	5	%d
phone	Customer Phone	4	fs
shipadd1	Ship Address 1	25	fs
shipadd2	Ship Address 2	25	fs
shipcity	Ship City	15	fs

ARD AR-Deposit Slip			
Field ID	Description	Length	Format
shipentry	Ship To Country	15	fs
shipname	Ship-To Name	30	fs
shipstate	Ship State	2	fs
shipzip	Ship Zip Code	10	fs
state	Customer State	2	fs
sysdate	System Date	8	fd
zipcode	Customer Zip	10	fs

ARI AR-Invoice

ARI AR-Invoice			
Field ID	Description	Length	Format
agetot0	Aging total 0 – current	0	fdd
agetot1	Aging total 1 – 30 day	0	fdd
agetot2	Aging total 2 – 60 day	0	fdd
agetot3	Aging Total 3 – 90 day	0	fdd
agetot4	Aging total 4 – 120 day	0	fdd
arbilladd1	AR Bill Auto Address 1	30	fs
arbilladd2	AR Bill Auto Address 2	30	fs
arbilladd3	AR Bill Auto Address 3	30	fs
arbilladd4	AR Bill Auto Address 4	30	fs
arbilladd5	AR Bill Auto Address 5	30	fs
arbilladd6	AR Bill Auto Address 6	30	fs
arshipadd1	AR Ship Auto Address 1	30	fs
arshipadd2	AR Ship Auto Address 2	30	fs
arshipadd3	AR Ship Auto Address 3	30	fs
arshipadd4	AR Ship Auto Address 4	30	fs
arshipadd5	AR Ship Auto Address 5	30	fs
arshipadd6	AR Ship Auto Address 6	30	fs
billaddr1	Customer Billing Address 1	25	fs
billaddr2	Customer Billing Address 2	25	fs
billcity	Customer Billing City	15	fs
billentry	Customer Billing Country	15	fs
billstate	Customer Billing State	2	fs
billzip	Customer Billing Zip Code	10	fs

ARI AR-Invoice			
Field ID	Description	Length	Format
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
contact	Customer Contact	20	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
costcode	Cost Code (JC/TB)	10	fs
deposit	Deposit Amount	0	fdd
descostco	Cost Code Description (JC/TB)	25	fs
discamt	Discount Amount	0	fdd
discount	Discount Percent	0	%6.3f

ARI AR-Invoice			
Field ID	Description	Length	Format
duedate	AR Invoice Due Date	8	fd
extprice	Extended Price	0	fdd
freight	Freight Amount	0	fdd
invdesc1	Description	30	fs
invdesc2	Inventory Description Line 2	30	fs
invdesc3	Inventory Description Line 3	30	fs
invdesc4	Inventory Description Line 4	30	fs
invnum	Inventory Number	20	fs
invtotbef	Invoice Total Before Deposit	0	fdd
invtotless	Invoice Total Less Deposit	0	fdd
itemnum	Item Number (ver 1.1.05)	0	%d
jobnum	Job Number	10	fs
ldiscamt	Line Item Total Discount Amt	0	ffd
ldiscuamt	Line Item Unit Discount Amount	0	ffd
linedisc	Line Discount	0	%6.3f
name	Customer Name	30	fs
num	Customer Number	10	fs
opendesc	Open Item Description	20	fs
orderdate	Date of Order	8	fd
ordernum	Sales Orders (SO) Number	10	fs
pagenum	Page Number	5	%d
phone	Customer Phone Number	14	fs
ponum	Customer Purchase Order (PO)	10	fs
postdate	AR Invoice Posting Date	8	fd
prevbilljc	Previous Billings (JC)	0	fdd
price	Price Level	0	%d
projectdes	Project Description	30	fs
qty	Quantity	0	iqty
retainamt	Retainage Amount (JC/TB)	0	fdd
retprice6	Retail Price Level 6	0	fdd
salescode	Sales Code	5	fs
salesname	Salesman Name	20	fs
salesnum	Salesman Number	5	fs
Serial/Lot	Serial/Lot Number	20	fs

ARI AR-Invoice			
Field ID	Description	Length	Format
shipaddr1	Ship To Address 1	25	fs
shipaddr2	Ship To Address 2	25	fs
shipcity	Ship To City	15	fs
shipentry	Ship To Country	15	fs
shipinst	Shipping Instructions	20	fs
shipname	Ship To Name	30	fs
shipstate	Ship To State	2	fs
shipzip	Ship To Zip Code	10	fs
subtotaft	Subtotal After Discount	0	fdd
subtotbef	Subtotal Before Discount	0	fdd
sysdate	System Date	8	fd
taxable	Taxable? (Y/N)	1	fs
taxamt	Tax Amount	0	fdd
taxdesc	Tax Rate Description	20	fs
termdesc	Terms Description	20	fs
textline1	Invoice Text Body Line	60	fs
textline10	Invoice Text Body Line	60	fs
textline2	Invoice Text Body Line	60	fs
textline3	Invoice Text Body Line	60	fs
textline4	Invoice Text Body Line	60	fs
textline5	Invoice Text Body Line	60	fs
textline6	Invoice Text Body Line	60	fs
textline7	Invoice Text Body Line	60	fs
textline8	Invoice Text Body Line	60	fs
textline9	Invoice Text Body Line	60	fs
totbillje	Total Billings (JC)	0	fdd
totcustbal	Total Customer Balance	0	fdd
totlesret	Total Less Retainage	0	fdd
totqty	Total Quantity	0	iqty
transnum	Transaction Number	10	fs
transtype	Transaction Type Description	20	fs
unit	Unit of Measure	4	fs
unitprice	Unit Price	0	fdd

ARS AR-Statement

ARS AR-Statement			
Field ID	Description	Length	Format
addr1	Customer Address 1	25	fs
addr2	Customer Address 2	25	fs
aghead1	Age Heading 1	10	fs
aghead2	Age Heading 2	10	fs
aghead3	Age Heading 3	10	fs
aghead4	Age Heading 4	10	fs
agt0t0	Aging Total 0 (Current)	0	fdd
agt0t1	Aging Total 1	0	fdd
agt0t2	Aging Total 2	0	fdd
agt0t3	Aging Total 3	0	fdd
agt0t4	Aging Total 4	0	fdd
arbilladd1	AR Bill Auto Address 1	30	fs
arbilladd2	AR Bill Auto Address 2	30	fs
arbilladd3	AR Bill Auto Address 3	30	fs
arbilladd4	AR Bill Auto Address 4	30	fs
arbilladd5	AR Bill Auto Address 5	30	fs
arbilladd6	AR Bill Auto Address 6	30	fs
arshipadd1	AR Ship Auto Address 1	30	fs
arshipadd2	AR Ship Auto Address 2	30	fs
arshipadd3	AR Ship Auto Address 3	30	fs
arshipadd5	AR Ship Auto Address 5	30	fs
arshipadd6	AR Ship Auto Address 6	30	fs
balfwd	Total Balance Forward Amount	0	fdd
city	Customer City	15	fs
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs

ARS AR-Statement			
Field ID	Description	Length	Format
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
contact	Customer Contact	20	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 6	30	fs
country	Customer Country	15	fs
curfinch	Current Finance Charges	0	fdd
lastaging	Last Aging Date	8	fd
minpayamt	Minimum Payment Amount	0	fdd
minpayperc	Minimum Payment Percentage	0	fdd
minpmt	Minimum Payment	0	fdd
name	Customer Name	30	fs
num	Customer Number	10	fs
oiabbr	Open Item Abbreviation	3	fs
oidate	Open Item Date	8	fd
oidesc	Open Item Description	20	fs
oiduedate	Open Item Due Date	8	fd
oijobnum	Open Item Job Number	10	fs
oisalesnum	Open Item Salesman Number	5	fs
oitotal	Open Item Total	0	fdd

ARS AR-Statement			
Field ID	Description	Length	Format
oitransnum	Open Item Transaction Number	10	fs
oitype	Open Item Type	20	fs
oitypedes	Open Item Type Description	20	fs
pagenum	Page Number	5	%d
phone	Customer Phone	4	fs
runoitot	Running Open Item Total	0	fdd
shipadd1	Ship Address 1	25	fs
shipadd2	Ship Address 2	25	fs
shipcity	Ship City	15	fs
shipentry	Ship To Country	15	fs
shipname	Ship-To Name	30	fs
shipstate	Ship State	2	fs
shipzip	Ship Zip Code	10	fs
state	Customer State	2	fs
stmtmsg	Statement Message	50	fs
stmtpdmsg	Statement Past Due Message	50	fs
sysdate	System Date	8	fd
totalagbal	Total Aging Balance	0	fdd
ytdfinch	Year-To-Date Finance Charges	0	fdd
zipcode	Customer Zip Code	10	fs

POP PO-Purchase Order

POP PO-Purchase Order			
Field ID	Description	Length	Format
apaddress1	AP Auto Address Line 1	30	fs
apaddress2	AP Auto Address Line 2	30	fs
apaddress3	AP Auto Address Line 3	30	fs
apaddress4	AP Auto Address Line 4	30	fs
apaddress5	AP Auto Address Line 5	30	fs
apaddress6	AP Auto Address Line 6	30	fs
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs

POP PO-Purchase Order			
Field ID	Description	Length	Format
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
date-late	Date Latest Shipment Accepted	8	fd
date-ord	Date Ordered	8	fs
date-req	Date Required By	8	fd
deposit	Deposit Amount	0	fdd
disc	Discount Amount	0	fdd
disc-line	Discount Per Line	0	ffd
duplab	Duplicate Label	10	fs
extamt	Extended Amount Per Line	0	fdd
extinvpr	Extended Invoice Price	0	fdd
gl	General Ledger Account #	10	fs

POP PO-Purchase Order			
Field ID	Description	Length	Format
ides	Inventory/Item Description 1	30	fs
im2	Inventory Description 2	30	fs
im3	Inventory Description 3	30	fs
im4	Inventory Description 4	30	fs
inum	Inventory Part Number	20	fs
jc-code	JC-Cost Code	10	fs
jc-detail	JC-Detail Description	20	fs
jc-num	JC-Job Number	10	fs
jc-projdes	JC-Project Description	30	fs
ldisciamt	Line Item Total Inv Disc Amt	0	ffd
ldisctoamt	Line Item Total Order Disc Amt	0	ffd
ldiscuamt	Line Item Unit Discount Amount	0	ffd
line	Line (item) number	0	
numdup	Number of Duplicate P.O. Print	3	%3d^0^
numprint	Number of Times P.O. Printed	0	
oidesc	Open Item Description	20	fs
pagenum	Page Number	5	%d
po	Purchase Order Number	10	fs
poaddress1	PO Auto Address Line 1	30	fs
poaddress2	PO Auto Address Line 2	30	fs
poaddress3	PO Auto Address Line 3	30	fs
poaddress4	PO Auto Address Line 4	30	fs
poaddress5	PO Auto Address Line 5	30	fs
poaddress6	PO Auto Address Line 6	30	fs
potype	P.O.Type	1	fs
price	Price per Unit	0	fdd
qtyback	Quantity Backordered	0	fdd
qtybilled	Quantity Already Billed	0	ffd
qtyopen	Quantity Ordered but not Billed	0	fdd
qtyord	Quantity Ordered	0	ffd
qtyrec	Quantity Received but not Inv.	0	fdd
qtyship	Quantity Shipped	0	ffd
reqby	Requested By	20	fs
sadd1	Ship To Address 1	25	fs

POP PO-Purchase Order			
Field ID	Description	Length	Format
sadd2	Ship To Address 2	25	fs
scity	Ship To City	15	fs
scountry	Ship To Country	15	fs
sdisc	Sales Discount	0	ffd
serialnum	Serial/Lot #	20	fs
shipins	Shipping Instructions	20	fs
sname	Ship to Name	40	fs
soref	S.O. reference by Line	10	fs
sstate	Ship To State	2	fs
subadis	Subtotal After Discount	0	fdd
subbdis	Subtotal Before Discount	0	fdd
sysdate	System Date	8	fd
szip	Ship To Zip	10	fs
tax	Tax Amount	0	fdd
taxnum	Tax Use Number	20	fs
taxrate	Tax Rate	0	ffd
terms	Terms Description	20	fs
totadep	Total After Deposit	0	fdd
totbdep	Total Before Deposit	0	fdd
um	Unit Of Measure	4	fs
underline	Underline for RFP	0	fs
vadd1	Vendor Address 1	25	fs
vadd2	Vendor Address 2	25	fs
vcity	Vendor City	15	fs
vcontact	Vendor Contact	20	fs
vcountry	Vendor Country	15	fs
vname	Vendor Name	30	fs
vnum	Vendor Number	10	fs
vpart	Vendor's Part Number	20	fs
vphone	Vendor Phone	14	fs
vprice	Vendor's Price	0	fdd
vqty	Vendor's Quantity	0	fdd
vso	Vendor's Sales Order	10	fs
vstate	Vendor State	15	fs

POP PO-Purchase Order			
Field ID	Description	Length	Format
vum	Vendor's Unit of Measure	4	fs
vzip	Vendor Zip Code	10	fs

PRC PR-Check

PRC PR-Check			
Field ID	Description	Length	Format
addearn	Additional Earnings	0	ffd
addr1	Address Line 1	25	fs
addr2	Address Line 2	25	fs
bdate	Date of Birth	8	fd
bratelr	Base Rate Prior to Last Review	0	ffd
catearn	Category Tot Earnings-Array 46	0	fdd
cathours	Category Total Hours-Array 45	0	ffd
checknum	Check Number	8	fs
city	City	15	fs
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs

PRC PR-Check			
Field ID	Description	Length	Format
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
curbrate	Current Base Rate	0	ffd
curearn	Current Earnings	0	fdd
curfica	Current FICA Total	0	ffd
curgrosunj	Cur Un-Adjusted Gross Wages	0	fdd
curgrwages	Current Gross Wages	0	ffd
curhours	Current Hours	0	"%6.2f^^"
curhrstot	Current Pay Hours Total	0	"%6.2f^^"
curmedtax	Current Medicare Tax	0	ffd
cursstax	Current Social Security Tax	0	ffd
curtaxamt	Current Tax Amount	0	ffd
curwagmedi	Current Medicare Wages	0	ffd
curwagss	Current Soc Sec Wages	0	ffd
ddacct[01]	Direct Deposit Account 1	17	fs
ddacct[02]	Direct Deposit Account 2	17	fs
ddacct[03]	Direct Deposit Account 3	17	fs
ddacct[04]	Direct Deposit Account 4	17	fs
ddamt[01]	Direct Deposit Amt. 1	0	ffd
ddamt[02]	Direct Deposit Amt. 2	0	ffd
ddamt[03]	Direct Deposit Amt. 3	0	ffd
ddamt[04]	Direct Deposit Amt. 4	0	ffd
ddesc	Department Description	20	fs
ddrout[01]	Direct Deposit Routing # 1	9	fs
ddrout[02]	Direct Deposit Routing # 2	9	fs
ddrout[03]	Direct Deposit Routing # 3	9	fs
ddrout[04]	Direct Deposit Routing # 4	9	fs

PRC PR-Check			
Field ID	Description	Length	Format
dedamt	Special Pay Deduction Amount	0	ffd
dedtype	Special Pay - Deduction Desc.	3	fs
deduct	Deductions Total	0	ffd
djtopay	Department/Job to Pay	10	fs
ename	Employee Name	30	fs
enum	Employee Number	12	fs
ephone	Employee Phone Number	14	fs
esocsec	Employee Social Security #	12	fs
estat	Employee Status	1	fs
fedid	Employer's Federal ID Nubmer	20	fs
hdept	Home Department	10	fs
hours	Normal Hours Worked	0	
hourstype	Hours Type	10	fs
hrsals	Hourly/Salary Type	1	fs
incedd	Increment Deduction Data	0	%d
incedpt	Increment Department Pay Data	0	%d
incedrn	Increment Earning Data	0	%d
inctax	Increment on Tax Table	0	"%d"non-printing
jcode	Job Code	10	fs
lhandamt	Long Hand Amount	0	fs
lrdate	Date of Last Review	8	fd
mlocaltax	Main Local Tax Table	5	fs
mstat	Marital Status	2	fs
mstatetax	Main State Tax Table	5	fs
mtdfica	Month-to-Date FICA Total	0	ffd
mtdgrwages	Month-to-Date Gross Wages	0	ffd
mtdmeditax	MTD Medicare Tax	0	ffd
mtdsstax	MTD Social Security Tax	0	ffd
mtdtaxamt	Month-to-Date Tax Amount	0	ffd
mtdwagmedi	MTD Medicare Wages	0	ffd
mtdwagss	Month-to-Date Soc Sec Wages	0	ffd
nccarn	Non-Cash Earnings	0	ffd
netcheck	Net Check Amount	0	ffd

PRC PR-Check			
Field ID	Description	Length	Format
netchkldd	Net Check Amount (Before DD)	0	ffd
normearn	Normal Earnings	0	ffd
nrdate	Next Review Date	8	fd
pagenum	Page Number	5	%d
paycycle	Pay Cycle	1	fs
pdbeg	Period Beginning Date	8	fd
pdend	Period Ending Date	8	fd
perbal1	Personal Time Balance 1	0	%12.2f^,-^
perbal2	Personal Time Balance 2	0	%12.2f^,-^
perbal3	Personal Time Balance 3	0	%12.2f^,-^
perbal4	Personal Time Balance 4	0	%12.2f^,-^
perbal5	Personal Time Balance 5	0	%12.2f^,-^
qtdfica	Quarter-to-Date FICA Total	0	ffd
qtdgrwages	Quarter-to-Date Gross Wages	0	ffd
qtdmeditax	QTD Medicare Tax	0	ffd
qtdsstax	QTD Social Security Tax	0	ffd
qtdtaxamt	Quarter-to-Date Tax Amount	0	ffd
qtdwagmedi	QTD Medicare Wages	0	ffd
qtdwagss	Quarter-to-Date Soc Sec Wages	0	ffd
rate	Rate	0	ffd
sdate	Start Date	8	fd
spamt	Special Pay Amount	0	ffd
spamt2	Special Amount Box 16 on W-2	0	ffd
spdisw2	Special Discount Box 16 on W-2	5	fs
spt	Special Pay Type	3	fs
sptdesc	Special Pay Type Description	20	fs
state	State	2	fs
stateid	State ID	10	fs
sysdate	System Date	8	fd
taxlfica	Total Cur. Tax Amt. Less FICA	0	ffd
taxtable	Tax Table	5	fs
taxtdesc	Tax Table Description	20	fs
totded	Total Deductions (FICA, etc.)	0	fdd
totficaamt	Total Fica Amount	0	fdd

PRC PR-Check			
Field ID	Description	Length	Format
w2normind	W-2 Normal Indicator	0	fsnon-printing
w2subind	W-2 Subtotal Indicator	0	fsnon-printing
ytdfica	Year-to-Date FICA Total	0	ffd
ytdfit	Year-to-Date FIT Tax Amount	0	ffd
ytdgrosunj	YTD Un-Adjusted Gross Wages	0	fdd
ytdgrwages	Year-to-Date Gross Wages	0	ffd
ytdlit	Year-to-Date LIT Tax Amount	0	ffd
ytdmeditax	YTD Medicare Tax	0	ffd
ytdsit	Year-to-Date SIT Tax Amount	0	ffd
ytdspecacc	YTD Accum of Cur Spec Pay Type	0	ffd
ytdsstax	YTD Social Security Tax	0	ffd
ytdtaxamt	Year-to-Date Tax Amount	0	ffd
ytdwagmedi	YTD Medicare Wages	0	ffd
ytdwagss	Year-to-Date Soc Sec Wages	0	ffd
zip	Zip Code	10	fs

PRW PAYROLL - W2

PRW PAYROLL - W2			
Field ID	Description	Length	Format
125amt	Section 125 (Cafeteria) Amt.	0	%16.2f^z-^
125desc	Section 125 (Cafeteria) Desc.	0	fs
addr1	Address Line 1	0	fs
addr2	Address Line 2	0	fs
adveicpay	W-2 Advance EIC Payments	0	%16.2f^z-^
alloctips	W-2 Allocated Tips	0	%16.2f^z-^
amtbox16	Special Amount in Box 16 on W2	0	%16.2f^z-^
box14amt1	Amount of Box 14 – slot 1	0	%16.2f^z-^
box14amt2	Amount of Box 14 – slot 2	0	%16.2f^z-^
box14amt3	Amount of Box 14 – slot 3	0	%16.2f^z-^
box14amt4	Amount of Box 14 – slot 4	0	%16.2f^z-^
box14desc1	Description of Box 14 – slot 1	0	%16.2f^z-^
box14desc2	Description of Box 14 – slot 2	0	%16.2f^z-^
box14desc3	Description of Box 14 – slot 3	0	%16.2f^z-^
box14desc4	Description of Box 14 – slot 4	0	%16.2f^z-^

PRW PAYROLL - W2			
Field ID	Description	Length	Format
city	City	0	fs
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
defcomp401	W-2 Deferred Comp. (401k)	0	%16.2f^z-^
defcomp402	2nd Deferred Comp. (401k) Amt.	0	%16.2f^z-^
defcomp403	3rd Deferred Comp. (401k) Amt.	0	%16.2f^z-^
defcompemp	W-2 Deferred Comp. (401k) Empl	0	fs
depcareben	W-2 Dependent Care Benefits	0	%16.2f^z-^

PRW PAYROLL - W2			
Field ID	Description	Length	Format
descdefinc	Description of Deferred Income	0	fs
desdefinc2	Desc. of 2nd Deferred Income	0	fs
desdefinc3	Desc. of 3rd Deferred Income	0	fs
desdefinc4	Desc. of 4th Deferred Income	0	fs
discheckbox16	Special Disc. for Box 16 on W2	0	fs
empfedidno	Employer's Federal ID Number	0	fs
empfrstnm	Employee's First Name	0	fs
emplastnm	Employee's Last Name	0	fs
empmidnm	Employee's Middle Name	0	fs
empnum	Employee Number	0	fs
empssnum	Employee Social Security Num.	0	fs
empsufnm	Employee's Name Suffix	0	fs
fribene	W-2 Fringe Benefits	0	%16.2f^z-^
increcord	Increment Record	0	
lotaxtable	Main Local Tax Table	0	fs
name	Employee name	0	fs
nonqualpln	W-2 Non Qualified Plan	0	%16.2f^z-^
pagenum	Page Number	5	%d
penplanemp	W-2 Pension Plan Employee	0	fs
sstips	W-2 Social Security Tips	0	%16.2f^z-^
state	State	0	fs
stateidno	Employer's State ID Number	0	fs
statemply	W-2 Statutory Employee	0	fs
sttaxtable	Main State Tax Table	0	fs
sysdate	System Date	8	fd
w2subtotal	W-2 Subtotal Indicator	0	fs
ytdfittaxa	YTD FIT Tax Amount	0	%16.2f^z-^
ytdgross	YTD Gross Wages	0	%16.2f^z-^
ytdlittaxa	YTD LIT Tax Amount	0	%16.2f^z-^
ytdlitwag	YTD LIT Wages	0	%16.2f^z-^
ytdmedtax	YTD Medicare Tax	0	%16.2f^z-^
ytdmedwag	YTD Medicare Wages	0	%16.2f^z-^
ytdsittaxa	YTD SIT Tax Amount	0	%16.2f^z-^
ytdsitwag	YTD SIT Wages	0	%16.2f^z-^

PRW PAYROLL - W2			
Field ID	Description	Length	Format
ytdsstax	YTD Social Security Tax	0	%16.2f^z-^
ytdsswag	YTD Social Security Wages	0	%16.2f^z-^
zip	Zip Code	0	fs

PSR PS-Receipts

PSR PS-Receipts			
Field ID	Description	Length	Format
amtrec	Amount Tendered (received)	0	fdd
baldue	Balance Due	0	fdd
billaddr1	Customer Billing Address 1	25	fs
billaddr2	Customer Billing Address 2	25	fs
billcity	Customer Billing City	15	fs
billcntry	Customer Billing Country	15	fs
billstate	Customer Billing State	2	fs
billzip	Customer Billing Zip Code	10	fs
change	Amount of Change (returned)	0	fdd
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs

PSR PS-Receipts			
Field ID	Description	Length	Format
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
contact	Customer Contact	20	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
deposit	Deposit Amount	0	fdd
discamt	Discount Amount	0	fdd
discount	Discount Percent	0	%6.3f^^
duedate	PS Invoice Due Date	8	fd
epmid	EP Merchant I.D. Number	10	fs
extprice	Extended Price	0	fdd
freight	Freight Amount	0	fdd
invdesc1	Inventory Description Line 1	30	fs
invdesc2	Inventory Description Line 2	30	fs
invdesc3	Inventory Description Line 3	30	fs
invdesc4	Inventory Description Line 4	30	fs
invnum	Inventory Number	20	fs
invtotbef	Invoice Total Before Deposit	0	fdd
invtotless	Invoice Total Less Deposit	0	fdd
itemnum	Item Number (ver 1.1.05)	0	%d
jobnum	Job Number	10	fs
ldisctamt	Line Item Total Discount Amt	0	ffd
ldiscuamt	Line Item Unit Discount Amount	0	ffd
linedisc	Line Discount	0	%6.3f
name	Customer Name	30	fs
num	Customer Number	10	fs
opendesc	Open Item Description	20	fs
orderdate	Date of Order	8	fd

PSR PS-Receipts			
Field ID	Description	Length	Format
ordernum	Sales Order Number	10	fs
pagenum	Page Number	5	%d
payamt1	Payment Amount 1	0	fdd
payamt2	Payment Amount 2	0	fdd
payamt3	Payment Amount 3	0	fdd
payname1	Pmnt Type 1 Card Holder Name	30	fs
payname2	Pmnt Type 2 Card Holder Name	30	fs
payname3	Pmnt Type 3 Card Holder Name	30	fs
paysign1	Pmnt Type 1 Signature Line	39	fs
paysign2	Pmnt Type 2 Signature Line	39	fs
paysign3	Pmnt Type 3 Signature Line	39	fs
paytype1	Payment Type 1	15	fs
paytype2	Payment Type 2	15	fs
paytype3	Payment Type 3	15	fs
phone	Customer Phone Number	14	fs
pmtauth1	Authorization Code 01	30	fs
pmtauth2	Authorization Code 02	30	fs
pmtauth3	Authorization Code 03	30	fs
pmtchkchg1	Check Credit Card Number 01	30	fs
pmtchkchg2	Check Credit Card Number 02	30	fs
pmtchkchg3	Check Credit Card Number 03	30	fs
ponum	Customer Purchase Order Number	10	fs
price	Price Level	0	%6.3f
psbilladd1	PS Bill Auto Address 1	30	fs
psbilladd2	PS Bill Auto Address 2	30	fs
psbilladd3	PS Bill Auto Address 3	30	fs
psbilladd4	PS Bill Auto Address 4	30	fs
psbilladd5	PS Bill Auto Address 5	30	fs
psbilladd6	PS Bill Auto Address 6	30	fs
psshipadd1	PS Ship Auto Address 1	30	fs
psshipadd2	PS Ship Auto Address 2	30	fs
psshipadd3	PS Ship Auto Address 3	30	fs
psshipadd4	PS Ship Auto Address 4	30	fs
psshipadd5	PS Ship Auto Address 5	30	fs

PSR PS-Receipts			
Field ID	Description	Length	Format
psshipadd6	PS Ship Auto Address 6	30	fs
pstime	System Time for PS Receipt	6	fs
qty	Quantity	0	iqty
retprice6	Retail Price Level 6	0	fdd
salescode	Sales Code	5	fs
salesname	Salesman Name	20	fs
salesnum	Salesman Number	5	fs
Serial/Lot	Serial/Lot #	20	fs
shipaddr1	Ship To Address 1	25	fs
shipaddr2	Ship To Address 2	25	fs
shipcity	Ship To City	15	fs
shipentry	Ship To Country	15	fs
shipinst	Shipping Instructions	20	fs
shipname	Ship To Name	30	fs
shipstate	Ship To State	2	fs
shipzip	Ship To Zip Code	10	fs
specinst	Special Instructions Desc.	30	fs
subtotaft	Subtotal After Discount	0	fdd
subtotbef	Subtotal Before Discount	0	fdd
sysdate	System Date	8	fd
taxable	Taxable? (Y/N)	1	fs
taxamt	Tax Amount	0	fdd
taxdesc	Tax Rate Description	20	fs
termdesc	Terms Description	20	fs
textline1	Invoice Text Body Line	60	fs
textline10	Invoice Text Body Line	60	fs
textline2	Invoice Text Body Line	60	fs
textline3	Invoice Text Body Line	60	fs
textline4	Invoice Text Body Line	60	fs
textline5	Invoice Text Body Line	60	fs
textline6	Invoice Text Body Line	60	fs
textline7	Invoice Text Body Line	60	fs
textline8	Invoice Text Body Line	60	fs
textline9	Invoice Text Body Line	60	fs

PSR PS-Receipts			
Field ID	Description	Length	Format
transnum	Transaction Number	10	fs
transtype	Transaction Type Description	20	fs
unit	Unit of Measure	4	fs
unitprice	Unit Price	0	fdd

SD Support Database Statements

SD Support Database Statements			
Field ID	Description	Length	Format
age0	Aging Total - Current	0	fdd
age1	Aging Total 1	0	fdd
age2	Aging Total 2	0	fdd
age3	Aging Total 3	0	fdd
age4	Aging Total 4	0	fdd
agetotal	Total Aging Balance	0	fdd
billaddr1	Billing Address 1	25	fs
billaddr2	Billing Address 2	25	fs
billcity	Billing City	15	fs
billstate	Billing State	2	fs
billzip	Billing Zip Code	10	fs
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs

SD Support Database Statements			
Field ID	Description	Length	Format
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
contact	Customer Contact	20	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
custname	Customer Name	30	fs
custnum	Customer Number	10	fs
desc	Line Item Description	30	fs
duedate	Due Date	8	fd
extprice	Extended Price	0	fdd
invnum	Invoice Number	10	fs
job	Job Number	10	fs
oidesc	Open Item Description	20	fs
pagenum	Page Number	5	%d
pastdue	Past Due Balance	0	fdd
phone	Customer Phone	14	fs
po	Customer PO Number	20	fs
quantity	Quantity	0	iqty
salescode	Sales Code	5	fs
shipaddr1	Shipping Address 1	25	fs
shipaddr2	Shipping Address 2	25	fs
shipcity	Shipping City	15	fs
shipname	Shipping Address Name	30	fs
shipstate	Shipping State	2	fs
shipzip	Shipping Zip Code	10	fs

SD Support Database Statements			
Field ID	Description	Length	Format
slm	Salesman Number	5	fs
sysdate	System Date	8	fd
termsdesc	Terms Description	10	fs
text[01]	Contract Text Line 1	80	fs
text[02]	Contract Text Line 2	80	fs
text[03]	Contract Text Line 3	80	fs
text[04]	Contract Text Line 4	80	fs
text[05]	Contract Text Line 5	80	fs
text[06]	Contract Text Line 6	80	fs
text[07]	Contract Text Line 7	80	fs
text[08]	Contract Text Line 8	80	fs
text[09]	Contract Text Line 9	80	fs
text[10]	Contract Text Line 10	80	fs
text[11]	Contract Text Line 11	80	fs
text[12]	Contract Text Line 12	80	fs
text[13]	Contract Text Line 13	80	fs
text[14]	Contract Text Line 14	80	fs
text[15]	Contract Text Line 15	80	fs
total	Invoice/Statement Total	0	fdd
transdate	Transaction Date	8	fd
typedesc	Trans Type Description	15	fs
um	Unit of Measure	4	fs
unitprice	Unit Price	0	fdd

SOI SO-All forms

SOI SO-All forms			
Field ID	Description	Length	Format
age0	Aging Balance Current (ARS)	0	fdd
age1	Aging Balance (1) (ARS)	0	fdd
age2	Aging Balance (2) (ARS)	0	fdd
age3	Aging Balance (3) (ARS)	0	fdd
age4	Aging Balance (4) (ARS)	0	fdd
bignum	Bin Number	10	fs
caddr1	Customer Address 1	25	fs

SOI SO-All forms			
Field ID	Description	Length	Format
caddr2	Customer Address 2	25	fs
cardauth	Credit Authorization Number	10	fs
carddate	Credit Card Expiration Date	4	fs
cardname	Card Holder Name	30	fs
cardnum	Credit Card Number	20	fs
ccity	Customer City	15	fs
ccontact	Customer Contact	20	fs
ccountry	Customer Country	15	fs
cdate	Cancel Date	8	fd
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cname	Customer Name	30	fs
cnum	Customer Number	10	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
coshipadd1	Company Ship Auto Address 1	30	fs

SOI SO-All forms			
Field ID	Description	Length	Format
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
cphone	Customer Phone	14	fs
cpo	Customer PO #	10	fs
cstate	Customer State	2	fs
czip	Customer Zip Code	10	fs
depamt	Deposit Amount	0	fdd
deptime	System Date Deposit Posted	8	fd
deptypedes	Deposit Type Description	15	fs
desc	Description	30	fs
disc	Line Discount	0	%6.3f^^
discamt	Discount Amount	0	fdd
dorder	Date Ordered	8	fd
duedate	SO Invoice Due Date	8	fd
email	E-Mail	50	fs
exinvprice	Extended Invoice Price	0	fdd
exordprice	Extended Order Price	0	fdd
exweightpl	Extended Weight per Line	0	fqty
framt	Freight Amount	0	fdd
imnum	Item Number (ver 1.1.05)	0	
inventnum	Inventory Number	20	fs
invnum	Invoice Number	10	fs
invtotdep	Invoice Total Before Deposit	0	fdd
invtotldep	Invoice Total Less Deposit	0	fdd
jobnum	Job Number	10	fs
l2imdesc	Line #2 of IM Description	30	fs
l3imdesc	Line #3 of IM Description	30	fs
l4imdesc	Line #4 of IM Description	30	fs
lastship	Last Shipment Date	6	fd
ldisctiamt	Line Item Total Inv Disc Amt	0	ffd
ldisctoamt	Line Item Total Order Disc Amt	0	ffd

SOI SO-All forms			
Field ID	Description	Length	Format
ldiscuamt	Line Item Unit Discount Amount	0	ffd
numblprint	No. of Bills of Lading Printed	0	%d
numboxship	No. of Boxes in Shipment	0	%d
numinprint	No. of Invoices Printed	0	%d
numplprint	No. of Packing Lists Printed	0	%d
numsoprint	No. of Sales Orders Printed	0	%d
oidesc	Open Item Description	20	fs
ovdiscperc	Overall Discount Percent	0	%6.3f^^
pagenum	Page Number	5	%d
price	Unit Price	0	fdd
pricelevel	Price Level	0	%d
qtybackord	Quantity on Backorder	0	iqty
qtybilled	Quantity Already Billed	0	iqty
qtyord	Quantity Ordered	0	iqty
qtyordnbil	Quantity Ordered Not Billed	0	iqty
qtyradybill	Quantity Ready to Bill	0	iqty
qtyshipped	Quantity Shipped	0	iqty
retprice6	Retail Price Level6	0	fdd
saddr1	Ship To Address 1	25	fs
saddr2	Ship To Address 2	25	fs
sc	Sales Code		
schedshipd	Scheduled Ship To Date	8	fd
scity	Ship To City	15	fs
scountry	Ship To Country	15	fs
Serial/Lot	Serial / Lot #	20	fs
shipdate	Line Item Ship Date	8	fd
shipinstr	Shipping Instructions	20	fs
slm	Salesman Number	5	fs
slmname	Salesman Name	20	fs
sname	Ship To Name	30	fs
sobilladd1	SO Bill Auto Address 1	30	fs
sobilladd2	SO Bill Auto Address 2	30	fs
sobilladd3	SO Bill Auto Address 3	30	fs
sobilladd4	SO Bill Auto Address 4	30	fs

SOI SO-All forms			
Field ID	Description	Length	Format
sobilladd5	SO Bill Auto Address 5	30	fs
sobilladd6	SO Bill Auto Address 6	30	fs
sonum	Sales Order Number	10	fs
soshipadd1	SO Ship Auto Address 1	30	fs
soshipadd2	SO Ship Auto Address 2	30	fs
soshipadd3	SO Ship Auto Address 3	30	fs
soshipadd4	SO Ship Auto Address 4	30	fs
soshipadd5	SO Ship Auto Address 5	30	fs
soshipadd6	SO Ship Auto Address 6	30	fs
sostatus	Sales Order Status	30	fs
sstate	Ship To State	2	fs
stmtpastar	Statement Past Due Messg (ARS)	30	fs
subtot	Subtotal Before Discount	0	fdd
subtotwdis	Subtotal After Discount	0	fdd
sysdate	System Date	8	fd
szip	Ship To Zip Code	10	fs
taxamt	Tax Amount	0	fdd
taxdesc	Tax Rate Description	20	fs
taxyn	Taxable Y/N	1	fs
terms	Terms Description	20	fs
textline1	Invoice Text Body Line	60	fs
textline10	Invoice Text Body Line	60	fs
textline2	Invoice Text Body Line	60	fs
textline3	Invoice Text Body Line	60	fs
textline4	Invoice Text Body Line	60	fs
textline5	Invoice Text Body Line	60	fs
textline6	Invoice Text Body Line	60	fs
textline7	Invoice Text Body Line	60	fs
textline8	Invoice Text Body Line	60	fs
textline9	Invoice Text Body Line	60	fs
totagbal	Total Aging Balance From (ARS)	0	fdd
totqtyback	Total Quantity on Backorder	0	iqty
totqtyord	Total Quantity Ordered	0	iqty
totqtyrdy	Total Quantity Ready to Bill	0	iqty

SOI SO-All forms			
Field ID	Description	Length	Format
totqtyship	Total Quantity Shipped	0	iqty
trantyped	Transaction Type Description	20	fs
ultxtpackl	Underline Text Packing List	20	fs
um	Unit of Measure	4	fs
upscash	UPS-CASH ONLY if CASH	20	fs
upsx	UPS-Print X if CASH	1	fs
vnum	Vendor Number	10	fs
vpo	Vendor PO #	10	fs
weight	Total Weight of Shipment	0	fdd
weightperu	Weight Per Unit	0	fqty
weightum	Weight's Unit of Measure	5	fs
ytdargrsls	Year to Date Gross Sales (ARS)	0	fdd

SYS Universal Fields

SYS Universal Fields			
Field ID	Description	Length	Format
clockdate	Clock Date	8	fd
clocktime	Clock Time	6	fs
cobilladd1	Company Bill Auto Address 1	30	fs
cobilladd2	Company Bill Auto Address 2	30	fs
cobilladd3	Company Bill Auto Address 3	30	fs
cobilladd4	Company Bill Auto Address 4	30	fs
cobilladd5	Company Bill Auto Address 5	30	fs
cobilladd6	Company Bill Auto Address 6	30	fs
compaddr1	Company Address 1	25	fs
compaddr2	Company Address 2	25	fs
compcity	Company City	15	fs
compentry	Company Country	15	fs
comphone	Company Phone Number	14	fs
compname	Company Name	40	fs
compsentry	Company Ship Country	15	fs
compshadd1	Company Ship Address 1	25	fs
compshadd2	Company Ship Address 2	25	fs
compshcity	Company Ship City	15	fs

SYS Universal Fields			
Field ID	Description	Length	Format
compshstat	Company Ship State	2	fs
compshzip	Company Ship Zip Code	10	fs
compstate	Company State	2	fs
compzip	Company Zip Code	10	fs
coshipadd1	Company Ship Auto Address 1	30	fs
coshipadd2	Company Ship Auto Address 2	30	fs
coshipadd3	Company Ship Auto Address 3	30	fs
coshipadd4	Company Ship Auto Address 4	30	fs
coshipadd5	Company Ship Auto Address 5	30	fs
coshipadd6	Company Ship Auto Address 6	30	fs
pagenum	Page Number	5	%d
sysdate	System Date	8	fd

USING OTHER DATA FIELDS OR USER-DEFINABLE FIELDS

When designing a new form and a particular data field is not available within the specific **Forms System** you have chosen to use, you may define a specific field or a user-definable field within the form definition. This is accomplished by using a specific line type. Line type **#8, DBF FIELD**, is used to define a field name not already specified within the **Forms System** you are using or a field that may have been added as a user-definable field.

When entering a line type of **#8, DBF FIELD**, you must define the file and field name on the “*Text or Comments*” field on that line. The syntax for this definition is **FILENAME:fieldname** (this syntax is documented in the *Data Dictionary* manual as “File Types” and “Field Names”). For instance, if you wished to call the customer number from the Accounts Receivable Customer File, the field would read: **AR01:num**.

The file specified must be one of the files being accessed by the option which prints the form and the field data will be the current file record that the option has in memory.

CHAPTER 2 DEFINE FORMS

This chapter provides you with a step-by-step procedure for the initial set up of your custom forms. It also discusses some of the steps necessary for routine maintenance within this system. The contents of this chapter follow the sequence in which the options appear on the “*Define Forms*” menu.

GENERAL OVERVIEW

The Forms Generator module is a special program which may be executed by selecting the “*System Administrator*” option from the “*System Menu.*” and then choose “*Form Generator*”. The menu structure of this program is different from the standard **Infinity POWER** programs. Once you have installed this module and reviewed the System Overview chapter, you will be ready to set up your custom forms.

All of the standard forms shipped with the **Infinity POWER** accounting modules were created using the Forms Generator. It is recommended that you review any of these forms before creating your own forms, so that you can learn from these examples. If you intend to create similar forms, you can copy a specific form in the operating system environment to a new name and modify the form to simplify the process. When copying existing forms, keep in mind the naming structure for that given form type. There is a complete listing of the form names and type in Chapter 1 of this manual.

BASIC FORM DESIGN

After you have defined your form needs, it is important to understand where and how the information will be presented on your form.

The following general steps are recommended to design your report:

- 1) Define your form needs. Determine the purpose of the form and what information you need. It may be customer address information, detail transactions, employees' year-to-date federal withholding, etc.
- 2) Identify what data fields will be used. Since your accounting systems contain a number of form systems, (each containing different information) you must determine which form system should be used.

For instance, if you are designing an Accounts Receivable statement, then the ARS form system should be used. If you are designing an Accounts Payable check, then the APC form system should be used. A complete list of the form systems can be found in Chapter 1 of this manual.

- 3) Determine where to print the requested information. Decide exactly which data fields to print and determine how you want this information aligned on the form.

After you have completed these steps, the actual set up of the form should be a relatively easy procedure.

SET UP AND CHANGE FORMS

After selecting the **Forms Generator Module** from the “**System Administrator**” menu, proceed to select, “**Set Up and Maintenance**” and then, “**Set Up Forms.**”

This option allows you to set up new form files for use with the **Infinity POWER** accounting modules.

A “**form**” is simply a user definable set of instructions, which informs the system to print specific data in a specific format. This form must specify a Forms System, which defines what information is available to use and how to print it on the form. There are a number of sophisticated options, which may be utilized in the definition of a form. However, most of these options are not necessary for the more common form needs. Each form created in the Forms Generator is comprised of the following two segments.

- 1) **Form Overhead**
- 2) **Form Detail**

When you select the option to “**Set Up Forms,**” the system will prompt you for a Form File. If you are adding a new form for the first time, enter the name for this new form, keeping in mind the name forming structure discussed in **Chapter 1**. Then, <click> on the “**Select**” button to start this new form.

FORM OVERHEAD

The following is an explanation of each of the five **(5) Form Overhead** data items.

Description	This is the description for this form. This description is not printed on the form. It is used to describe the form. Some examples of the description might include a brief description, a date of origination and the initials of the person creating the form. This description may be up to fifty (50) characters (<i>alpha/numeric</i>).
Form System	This is the form system that will be used to create this from. A form system defines the module and the fields within that module which can be used in creating a form.
Number of Lines	Default: 66 This field allows you to specify the maximum number of lines per printed page. You may specify from 0 to 66 lines. In most cases, a dot matrix printer will print up to 66 lines, whereas a laser printer will print up to 60 lines per page.
Report Width	Default: 80 This field allows you to specify the maximum horizontal width in characters of the report. The maximum width for a printed report is 132 characters. NOTE: the report width can be set to zero to allow exporting records that are wider than 132 characters to a “ text file ” or “ comma-delimited file ” type file.
Compress	Default: Off If you <click> “on” this checkbox, you are defining that this form will always print in a compressed format of 132 columns per line.

FORM DETAIL LINES

The Form Detail Lines control the actual printed body of the form. The bottom portion of the screen is a scrolling data entry screen, which allows the input of up to **450** detail lines per form. The following is an explanation of each of the **data fields** on this portion of the screen:

Line Type

This field indicates the type of instruction that the current line represents. **NOTE:** This line type will act as the “*master control*” for what other fields will be asked for on each line. When you <click> **Down Arrow (F2 by default)**, a “*pop-up*” window will display ten (**10**) line type choices.

The following is a description of each of the line types:

1) Field ID	This option allows you to retrieve the field value from a specified Forms System for recognition of the field value to display as a printed field on the form. This is the basic building block of most forms. There is a complete listing of Form Fields and their values in Chapter 1.
2) Text	This allows you to place fixed text at a predefined place on the form.
3) Trans Start	This line type creates the beginning of a <i>transaction section</i> , which is terminated by the Trans End line type. This <i>transaction section</i> serves two purposes. First, it allows you to specify what Form Fields to retrieve information from and second, print them on the form in a specific manner.
4) Trans End	This line defines the end of a <i>transaction section</i> . It can only be used with a previously specified Trans Start line type. Once you have specified a Trans End , the report control will switch back to the previously specified file section, if applicable.
5) CR	This line type allows you to specify a carriage return to be placed in a specific area of the form. This line type is usually used for spacing on a form for cosmetic looks. Keep in mind, the next line after a line containing a CR line type must take into account the number of carriage returns used.
6) ASCII	Line type allows you to specify specific ASCII codes that will be sent to the printer.
7) ARRAY	This line type allows you to create an array of fields to be printed in succession on a form. This may be used on the Field ID's that have been defined as array fields. The Line and Col are used to define the array variable and number respectively.
8) DBF Field	This line type is used to define a field name not already specified within the Forms System you are using or a field that may have been added as a user-definable field. Ex: AR01: field needs a format such as “ FS ”. The field must come from a field that is opened when the form is being printed.
9) JPEG	This line type is used to define a jpg image name to use as a background or an additional overlay within the form. Use the text line to enter the JPEG image name. This image file MUST be located in the Infinity POWER program directory. This feature can only be utilized if you are printing the forms out of the Windows GUI Version of Infinity POWER . NOTE: Depending on the size of the JPG file you are using, you can adjust the size and resolution on the detail line using the file’s size/resolution.

10) Font	<p>This line type is used to specify a Windows Font Type that will be applied to the next or subsequent piece of data that is to be printed directly after this command. Once this occurs, the system will automatically revert to the normal setting previously defined within this form. Therefore, if multiple strings or fields of data are being sent to the form in consecutive order, a “Font” line type must be defined in front of each field or string of data to define the Font Name, Font Size, Color, and/or Style that is to control that data. For instance, this is the command that would be used to insert a 3 of 9 Bar Code Font on a Packing Slip or Sales Order Form. Or, you may use this command to simply have a single field print in “Red” on a Color LaserJet Printer. Only the Windows Graphical Version of the Infinity POWER software will support the implementation of this feature.</p> <p>No “Font Name” is required if all you are defining is “Color” for the subsequent data item.</p>
Field ID	<p>This field is only utilized if the previous data item chosen is a Line Type #1, Field ID. Pressing ENTER at this field, a scrolling screen will appear with a list of the available Form Fields within the Forms System you have chosen on the header of this forms definition. This will define that a specific field be printed on the form you are designing.</p>
Line	<p>This field specifies the line on the form where the information defined in this line item will be printed. If the Line Type is a Trans Start, this defines the beginning line number in which the transaction detail will start on. If the Line Type is a CR, this defines the number of carriage returns to send. If the Line Type is an Array, this denotes the element of the array. This line must come before the printing of the array.</p>
Col.	<p>This field specifies the column on the line specified in data field #3, Line where the information defined in this line item will be printed. It will be the starting position for this information. If the Line Type is a Trans Start, this defines how many transaction detail lines are available. For example, if the Line=25 and the Col=35, that will entail 11 lines of transaction detail, starting on line 25 and ending on line 35. If the Line Type is an Array, this denotes the array number. This line must come before the printing of an array.</p>
Cr	<p>This allows the user to define the number of carriage returns that should take place before the field is printed.</p>
Len	<p>This field is only used on Field ID, Text and DBF Field line types. If a Field ID is chosen, then the system will automatically display the normal field length for this data field. This field may be over-ridden to shorten or lengthen the field as desired.</p>
Spec	<p>This field is only used on Field ID, Text and DBF Field line types. The data items allow the user to define when this item should be printed on the form. You have the available five (5) choices. For instance, you may want to print page numbers only after the first page, then you would use #5, or you may want to print a text message on the last page of an invoice or statement, then you would use #3.</p> <ol style="list-style-type: none"> 1) Print Always 2) First Page Only 3) Last Page Only 4) Before Extra Pages 5) After First Page

Format

This thirty (30) character field is only used on *Field ID*, *ASCII* and *DBF Field* line types. This field describes the manner in which the current line value will be printed. It primarily defines the width of the printed field, decimal places and special formatting. There are basically either standard or special format statements that may be used. Below you will find a list and examples of each.

Identifier	Format String	Description	Results
fnull		NULL	Print Format
fFs	%s^ ^	Standard string format	Normal
fFd	%s^d^ %s^d2^	Standard string format Standard date format	Normal Print mm/dd/yyyy
ffd	%12.2f^\$, -^	Standard - float dollars	\$999,999.00-
fdd	%16.2f^\$, -^	Standard - double dollars	\$999,999,999.99-
gGld	%20.2f^\$,()^	Standard - GL format	***\$999,999.99
ckd	%20.2f^*\$, -^	Standard - Checks	***\$999,999.99
ffim	%12.2f^\$, -^	Standard - unit dollars	\$999,999.99
fim	%16.2f^\$, -^	Standard - unit dbl dollars	\$999,999,999.99-
iqty	%10.2f^- , ^	Quantity print format	99,999.99
fwim	%10.2f^- , ^	Unit weight	99,999.99-

Special Format Statements

Format String	Description	Results
%s^d2^	date as mm/dd/yy	mm/dd/yy
%%: %m %d, 19%y	Set special date	month dd, 19yy
%%\$ ** %n and %c/100 Dollars **	Set long hand dollars	** 1,053 and 99/100 Dollars **
%%\$ ** %d and %c/100 Dollars **	Set spelled dollars	** Ten and 99/100 Dollars **

The format field is also used with the ASCII line type. This field would then be used to define a string of ASCII codes that will send certain commands to the printer. It may be used to change a font or a number of other items, as long as the codes are specific to the printer you are using.

Text/Comments/JPEG File Name/Font Name

This sixty-five (65) character field is only used on *Text*, *Trans Start*, *Trans End*, *CR*, *ASCII*, *Array*, *DBF Field*, *JPEG* and *Font* line types. In fact the only line type that does not allow entry into this field is the *Field ID* line type. In this case, the description of the field selected is displayed in the **Text/Comments/JPEG File Name/Font Name** field.

When using the *Text* line type, this is where you would enter the text you wish to be displayed on the form. All other line types would only consider this a comment field.

When using the *DBF Field* line type, enter the file/field name into this field as **File: field**.

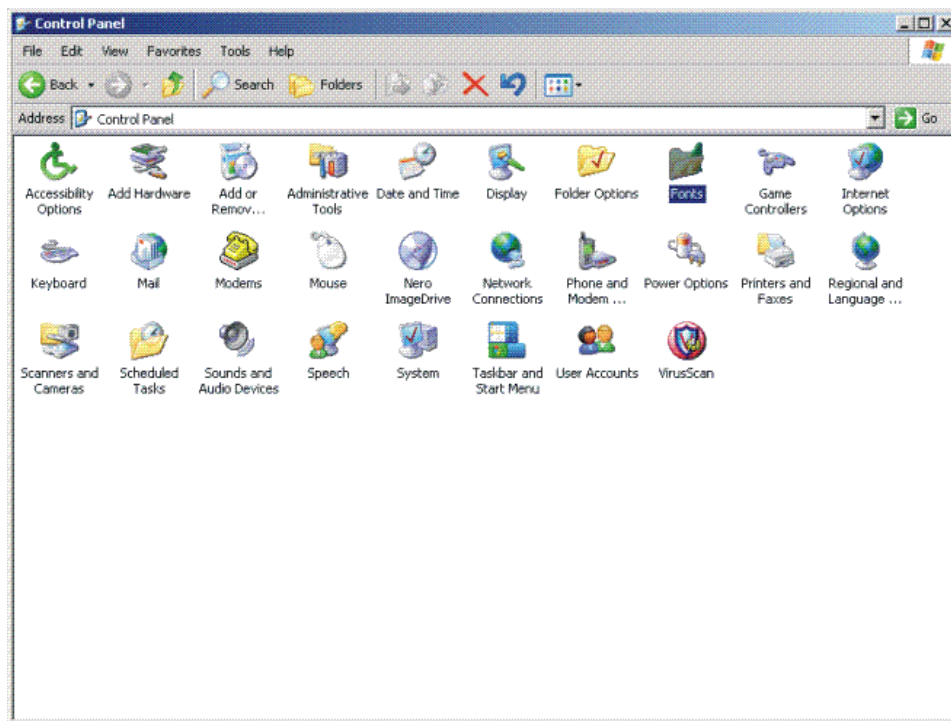
When using the **JPEG File Name** line type, make sure to specify the full file name of the **JPEG** image file you want to place on the form. The file itself must be located in the **Infinity POWER** program directory.

When using the **Font** line type, make sure to specify the “**Windows Font Name**” as it is described by the Windows Operating System and not the actual file name. Make sure to include all spaces, underline, commas and anything else that is defined for each font name into this field.

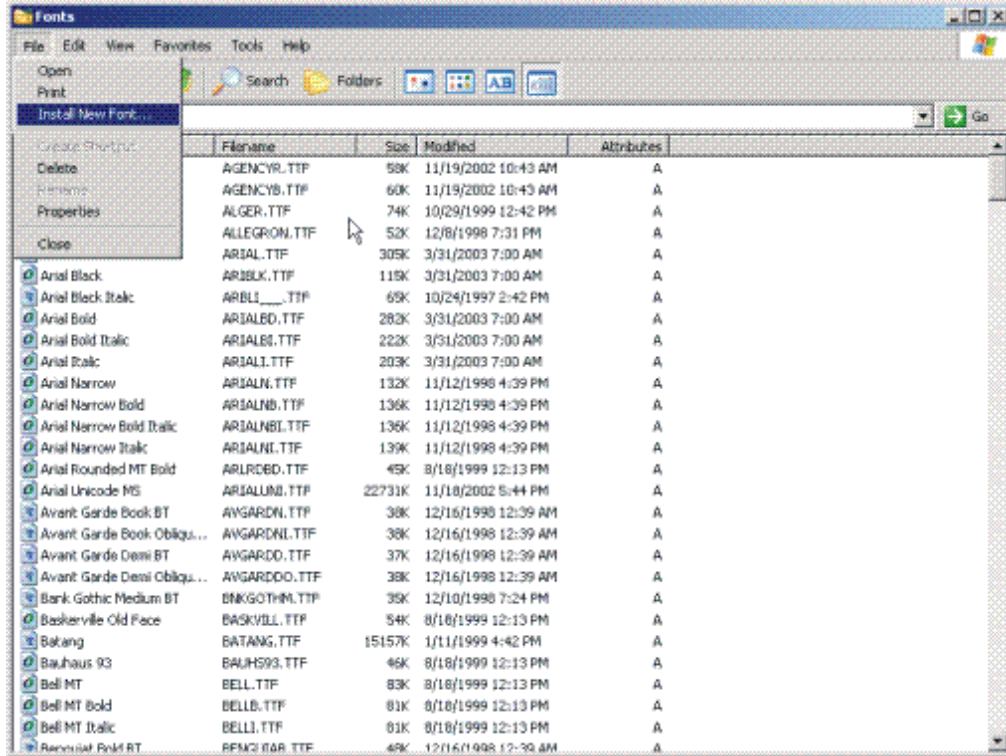
For instance, *Data Pro Accounting Software* includes the **3 of 9 Bar Code Font** with the installation of this software since many users will not have this font automatically loaded on their computers. This font is automatically installed if the Data Pro “**setclient**” utility is used to define all applicable icons and definitions on workstations within a company’s network. You can view the instructions for this utility in the Windows Installation Guide or proceed to install this font and thereby name it into this field by following these instructions.

If you want to print **3 of 9 Barcodes** on any of your forms, you will need this special font installed on your system.

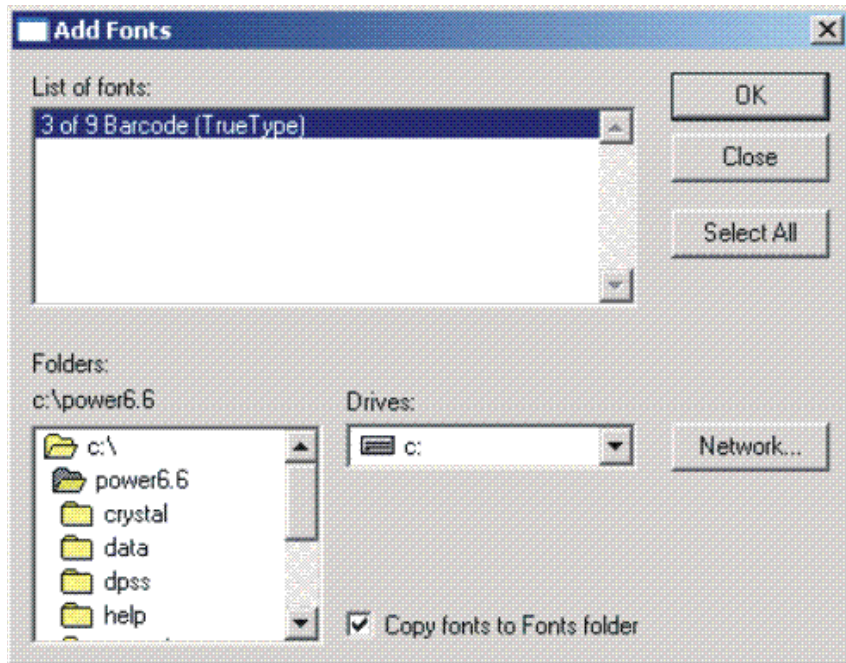
At the **Windows Desktop** for each client workstation, <click> on **Start, Setting, Control Panel** (or whatever combination is required to get you access to the Control Panel under your version of Windows). This should bring you to the following screen.



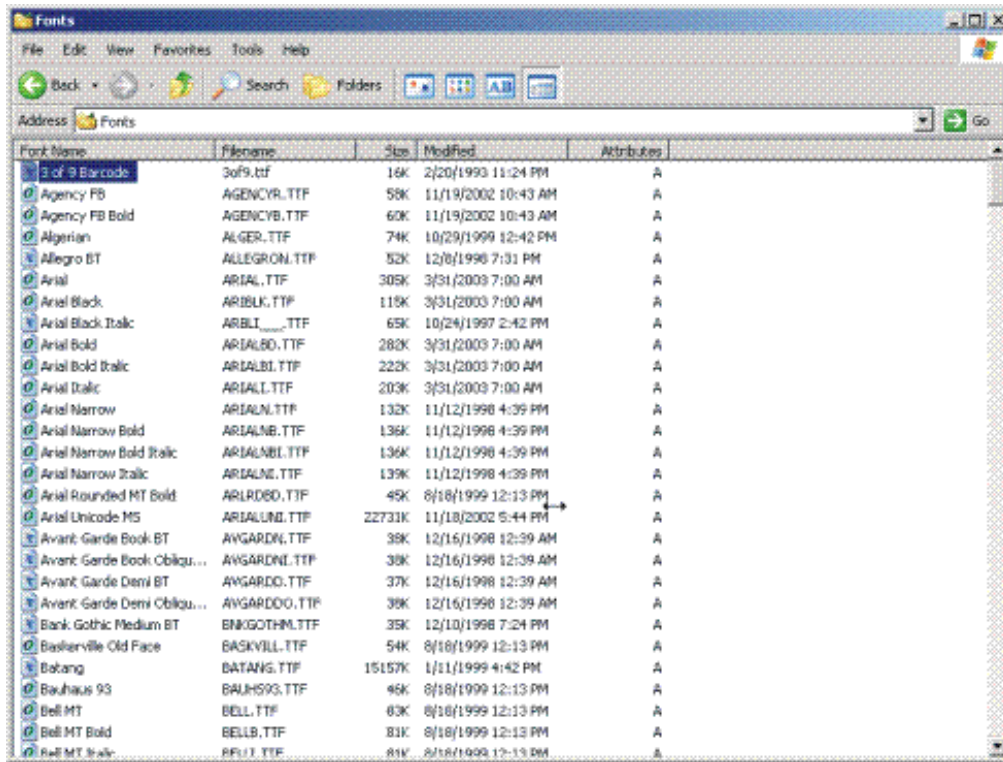
Double <click> on the “**Fonts**” icon. The following screen will appear listing out all of the fonts currently listed on your computer. <Click> on “**details view**” so that you may see the exact spelling of each font in order as shown below. Then, <click> on “**Install New Font**” as shown.



First make sure you specify the Drive Letter where your **Infinity POWER** programs are installed (**i.e. C:**) and then select the Folder in which the programs are installed (**i.e. POWER**). Once you have these two items defined, the name of the **3 of 9 Barcode (True Type)** font will appear on your screen ready for installation as shown below. <Click> **OK** to continue.



The screen will display quickly an installation window and will disappear. When completed, you will notice that the **3 of 9 Barcode Font** should now appear at the top of your Font Listing as shown on the following screen.



Make sure to enter the name of the Windows font exactly as it is displayed and spelled in the left hand column under Font Name as shown below.

Font Name	Filename	Size	Modified	Attributes
3 of 9 Barcode	3of9.ttf	16K	2/20/1993 11:24 PM	A
Agency FB	AGENCYR.TTF	58K	11/19/2002 10:43 AM	A
Agency FB Bold	AGENCYB.TTF	60K	11/19/2002 10:43 AM	A
Algerian	ALGER.TTF	74K	10/29/1999 12:42 PM	A
Allegro BT	ALLEGRON.TTF	52K	12/8/1998 7:31 PM	A
Arial	ARIAL.TTF	305K	3/31/2003 7:00 AM	A
Arial Black	ARIBLK.TTF	115K	3/31/2003 7:00 AM	A
Arial Black Italic	ARBLI_.TTF	65K	10/24/1997 2:42 PM	A
Arial Bold	ARIALBD.TTF	282K	3/31/2003 7:00 AM	A
Arial Bold Italic	ARIALBI.TTF	222K	3/31/2003 7:00 AM	A

PRINT MAINTENANCE REPORT

This option provides a complete register of all detail entries made to design a form.

This report prints a complete register of all entries recorded for the selected form. When you select this option, you will be prompted for a form name.

Field Names:

Heading Information:

- Form System
- Description
- Page Length
- Page Width
- Compressed

Detail Information:

- Line Number
- Type
- Field ID
- Line
- Column
- CR
- Length
- Special
- Format
- Text/Field Description

PRINT FORM ALIGNMENT

This option prints the alignment of the chosen form.

This report prints the actual form you have created in the Forms Generator module. You may choose to print it on the actual form and test for alignment issues. You will be asked at the prompt to enter the form name you wish to align.

Your Printed Custom Form

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CHAPTER 3 FORM EXAMPLES

Form: APL0101
Form System: APC AP-Checks
Description: Laser Version of F0101 mod 02/04/2004 - pf
Page Length: 60
Page Width : 80
Compressed : No

Line No.	Type	Field ID	Line	Col	CR	Len	Special	Format	Text/Field Description
1	Field ID	Cnum	2	70		8	Print Always	%ld^^	Check Number
2	TEXT		5	7		58	After First Page		
3	Field ID	Checkamnt	5	7	0	0	First Page Only	\$\$\$ %d and %c/100 Dollars **	Check Amount
4	Field ID	Sysdate	9	52		8	Print Always	Fd	System Date
5	Field ID	Checkamnt	9	64	0	0	First Page Only	%16.2f^\$\$**, ^	Check Amount
6	Field ID	Address1	10	9		40	Print Always	Fs	Auto Format Address Line 1
7	Field ID	Address2	11	9		40	Print Always	Fs	Auto Format Address Line 2
8	Field ID	Address3	12	9		40	Print Always	Fs	Auto Format Address Line 3
9	Text		12	52		24	After First Page		
10	Field ID	Address4	13	9		40	Print Always	Fs	Auto Format Address Line 4
11	Field ID	Address5	14	9		40	Print Always	Fs	Auto Format Address Line 5
12	Field ID	Address6	15	9		40	Print Always	Fs	Auto Format Address Line 6
13	Field ID	Cnum	21	70		0	Print Always	%ld^^	Check Number
14	Text		23	1		65	Print Always	Invoice #	Type Date Description Total Amount
15	Text		23	66		12	Print Always		Discount
16	Trans Start		25	35					
17	Field Id	Transnum	0	1		10	Print Always	Fs	Transaction Number
18	Field ID	Transabbr	0	12		3	Print Always	Fs	Transaction Type (Abbr.)
19	Field ID	Transdate	0	17		8	Print Always	Fd	Transaction Date
20	Field ID	Oidesc	0	26		20	Print Always	Fs	Open Item Description

Line No.	Type	Field ID	Line	Col	CR	Len	Special	Format	Text/Field Description
21	Field ID	Transtotal	0	50	0	0	Print Always	Fdd	Transaction Total Amount
22	Field ID	Transdisc	0	67	0	0	Print Always	Ffd	Transaction Discount Amount
23	TransEnd								
24	Text		36	1		15	Print Always		Remittance for
25	Text		36	26		7	Last Page Only		Totals
26	Field ID	Gttrans	36	50	0	0	Last Page Only	Fdd	Total Transaction Amounts
27	Field ID	Gtdisc	36	67	0	0	Last Page Only	Ffd	Total Discount Amounts
28	Field ID	Remitname	37	1		30	Print Always	Fs	Remittance Name (:Vendor)
29	Text		38	19		5	Last Page Only		Date
30	Field ID	Sysdate	38	25		8	Last Page Only	Fd	System Date
31	Text		38	45		13	Last Page Only		Check Amount
32	Field ID	Checkamnt	38	63	0	0	Last Page Only	Fdd	Check Amount

* Number of records printed: 32

Infinity POWER Sample Company Inc.
 Form Maintenance Report
 Form: POF0702

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 (4) 04/30/2004

Form System: POP PO-Purchase Order
 Description: Std Production Form mod 01/31/2004 - pf
 Page Length: 66
 Page Width : 80
 Compressed : No

Line No.	Type	Field ID	Line Col.	Cr. Len.	Special	Format
1)	FIELD ID	sysdate	2 58	8	PRINT ALWAYS	fd
		System Date				
2)	FIELD ID	pagenum	4 58	8	PRINT ALWAYS	%3d^^
		Page Number				
3)	FIELD ID	duplab	6 56	8	PRINT ALWAYS	fs
		Duplicate Label				
4)	FIELD ID	po	8 59	10	PRINT ALWAYS	fs
		Purchase Order Number				
5)	FIELD ID	apaddress1	11 5	39	PRINT ALWAYS	fs
		AP Auto Address Line 1				
6)	FIELD ID	poaddress1	11 44	36	PRINT ALWAYS	fs
		PO Auto Address Line 1				
7)	FIELD ID	apaddress2	12 5	39	PRINT ALWAYS	fs
		AP Auto Address Line 2				
8)	FIELD ID	poaddress2	12 44	36	PRINT ALWAYS	fs
		PO Auto Address Line 2				
9)	FIELD ID	apaddress3	13 5	39	PRINT ALWAYS	fs
		AP Auto Address Line 3				
10)	FIELD ID	poaddress3	13 44	36	PRINT ALWAYS	fs
		PO Auto Address Line 3				
11)	FIELD ID	apaddress4	14 5	39	PRINT ALWAYS	fs
		AP Auto Address Line 4				
12)	FIELD ID	poaddress4	14 44	36	PRINT ALWAYS	fs
		PO Auto Address Line 4				
13)	FIELD ID	apaddress5	15 5	39	PRINT ALWAYS	fs
		AP Auto Address Line 5				
14)	FIELD ID	poaddress5	15 44	36	PRINT ALWAYS	fs
		PO Auto Address Line 5				
15)	FIELD ID	apaddress6	16 5	39	PRINT ALWAYS	fs
		AP Auto Address Line 6				
16)	FIELD ID	poaddress6	16 44	36	PRINT ALWAYS	fs
		PO Auto Address Line 6				
17)	FIELD ID	shipins	19 43	20	PRINT ALWAYS	fs
		Shipping Instructions				
18)	FIELD ID	oidesc	23 1	20	PRINT ALWAYS	fs
		Open Item Description				
19)	FIELD ID	date-req	23 24	8	PRINT ALWAYS	fd
		Date Required By				
20)	FIELD ID	date-late	23 35	8	PRINT ALWAYS	fd
		Date Latest Shipment Accepted				
21)	FIELD ID	vnum	23 45	10	PRINT ALWAYS	fs
		Vendor Number				

Line No.	Type	Field ID	Line Col.	Cr. Len.	Special	Format
22)	FIELD ID	vso	23 58	10	PRINT ALWAYS	fs
		Vendor's Sales Order				
23)	FIELD ID	jc-num	23 71	10	PRINT ALWAYS	fs
		JC-Job Number				
24)	TRANS START		27 47			
25)	FIELD ID	vpart	0 1	20	PRINT ALWAYS	fs
		Vendor's Part Number				
26)	FIELD ID	ides	0 23	30	PRINT ALWAYS	fs
		Inventory/Item Description 1				
27)	FIELD ID	vprice	0 53 0 0	0	PRINT ALWAYS	ffim
		Vendor's Price				
28)	FIELD ID	extamt	0 65 0 0	0	PRINT ALWAYS	fdd
		Extended Amount Per Line				
29)	FIELD ID	jc-detail	0 23	20	PRINT ALWAYS	fs
		JC-Detail Description				
30)	FIELD ID	im2	0 23	30	PRINT ALWAYS	fs
		Inventory Description 2				
31)	FIELD ID	im3	0 23	30	PRINT ALWAYS	fs
		Inventory Description 3				
32)	FIELD ID	im4	0 23	30	PRINT ALWAYS	fs
		Inventory Description 4				
33)	FIELD ID	vqty	0 1 0 0	0	PRINT ALWAYS	iqty
		Vendor's Quantity				
34)	FIELD ID	vum	0 12	4	PRINT ALWAYS	fs
		Vendor's Unit of Measure				
35)	FIELD ID	inum	0 23	20	PRINT ALWAYS	fs
		Inventory Part Number				
36)	FIELD ID	disc-line	0 59 0 0	0	PRINT ALWAYS	%6.0f^^
		Discount Per Line				
37)	TEXT		0 64	1	PRINT ALWAYS	
		%				
38)	TEXT		0 1	1	PRINT ALWAYS	
39)	TRANS END					
40)	FIELD ID	sdisc	49 56 0 0	0	LAST PAGE ONLY	(%6.0f^^)
		Sales Discount				
41)	FIELD ID	disc	49 65 0 0	0	LAST PAGE ONLY	fdd
		Discount Amount				
42)	FIELD ID	terms	50 2	20	PRINT ALWAYS	fs
		Terms Description				
43)	FIELD ID	taxnum	50 26	20	PRINT ALWAYS	fs
		Tax Use Number				
44)	FIELD ID	subadis	50 65 0 0	0	LAST PAGE ONLY	fdd
		Subtotal After Discount				
45)	FIELD ID	taxrate	51 56 0 0	0	LAST PAGE ONLY	(%6.0f^^)
		Tax Rate				
46)	FIELD ID	tax	51 65 0 0	0	LAST PAGE ONLY	fdd
		Tax Amount				

Infinity POWER Sample Company Inc.
Form Maintenance Report
Form: POF0702

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
47)	FIELD ID	deposit	52 65	0	0	LAST PAGE ONLY	fdd
		Deposit Amount					
48)	FIELD ID	totadep	55 65	0	0	LAST PAGE ONLY	fdd
		Total After Deposit					
49)	FIELD ID	reqby	57 16		20	PRINT ALWAYS	fs
		Requested By					

* Number of records printed: 49

Form System: ARI AR-Invoice
 Description: Standard Series Form Last mod 01/31/2004 - pf
 Page Length: 66
 Page Width : 80
 Compressed : No

Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
1)	FIELD ID	sysdate	2	58		8 PRINT ALWAYS	fd
		System Date					
2)	FIELD ID	transnum	2	68		10 PRINT ALWAYS	fs
		Transaction Number					
3)	FIELD ID	pagenum	2	78		5 PRINT ALWAYS	%2d^^
		Page Number					
4)	FIELD ID	transtype	4	60		20 PRINT ALWAYS	fs
		Transaction Type Description					
5)	FIELD ID	arbilladd1	6	7		45 PRINT ALWAYS	fs
		AR Bill Auto Address 1					
6)	FIELD ID	arbilladd2	7	7		45 PRINT ALWAYS	fs
		AR Bill Auto Address 2					
7)	FIELD ID	arbilladd3	8	7		45 PRINT ALWAYS	fs
		AR Bill Auto Address 3					
8)	FIELD ID	arbilladd4	9	7		45 PRINT ALWAYS	fs
		AR Bill Auto Address 4					
9)	FIELD ID	arbilladd5	10	7		45 PRINT ALWAYS	fs
		AR Bill Auto Address 5					
10)	FIELD ID	arbilladd6	11	7		45 PRINT ALWAYS	fs
		AR Bill Auto Address 6					
11)	FIELD ID	opendesc	18	3		20 PRINT ALWAYS	fs
		Open Item Description					
12)	FIELD ID	jobnum	18	25		10 PRINT ALWAYS	fs
		Job Number					
13)	FIELD ID	salesnum	18	37		5 PRINT ALWAYS	fs
		Salesman Number					
14)	FIELD ID	num	18	44		10 PRINT ALWAYS	fs
		Customer Number					
15)	FIELD ID	ponum	18	56		10 PRINT ALWAYS	fs
		Customer Purchase Order (PO)					
16)	FIELD ID	orderdate	18	68		8 PRINT ALWAYS	fd
		Date of Order					
17)	TRANS START		23	48			
18)	FIELD ID	salescode	0	3		5 PRINT ALWAYS	fs
		Sales Code					
19)	FIELD ID	qty	0	10	0	0 PRINT ALWAYS	iqty
		Quantity					
20)	FIELD ID	invdesc1	0	22		30 PRINT ALWAYS	fs
		Description					
21)	FIELD ID	unitprice	0	54	0	0 PRINT ALWAYS	%10.2f^,\$^
		Unit Price					

Infinity POWER Sample Company Inc.
 Form Maintenance Report
 Form: ARF0202

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
22)	FIELD ID	extprice	0 66	0	0	PRINT ALWAYS	%14.2f^,\$^
		Extended Price					
23)	FIELD ID	invdesc2	0 22		30	PRINT ALWAYS	fs
		Inventory Description Line 2					
24)	FIELD ID	invdesc3	0 22		30	PRINT ALWAYS	fs
		Inventory Description Line 3					
25)	FIELD ID	invdesc4	0 22		30	PRINT ALWAYS	fs
		Inventory Description Line 4					
26)	TRANS END						
27)	FIELD ID	subtotaft	49 66	0	0	LAST PAGE ONLY	%14.2f^,\$^
		Subtotal After Discount					
28)	FIELD ID	termdesc	50 9		20	LAST PAGE ONLY	fs
		Terms Description					
29)	FIELD ID	taxdesc	50 51		12	LAST PAGE ONLY	(%12s^^)
		Tax Rate Description					
30)	FIELD ID	taxamt	50 66	0	0	LAST PAGE ONLY	%14.2f^,\$^
		Tax Amount					
31)	FIELD ID	invtotbef	52 66	0	0	LAST PAGE ONLY	%14.2f^,\$^
		Invoice Total Before Deposit					
32)	FIELD ID	deposit	54 66	0	0	LAST PAGE ONLY	%14.2f^,\$^
		Deposit Amount					
33)	FIELD ID	invtotless	55 66	0	0	LAST PAGE ONLY	%14.2f^,\$^
		Invoice Total Less Deposit					

* Number of records printed: 33

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Form Maintenance Report

(4) 04/30/2004

Form: SOL0401

Form System: SOI SO-All forms

Description: Standard Series Form Last mod 01/30/2004 - pf

Page Length: 60

Page Width : 80

Compressed : No

Line No.	Type	Field ID	Line Col.	Cr. Len.	Special	Format
1)	FIELD ID	sysdate	8 57	8	PRINT ALWAYS	fd
		System Date				
2)	FIELD ID	sonum	8 66	10	PRINT ALWAYS	fs
		Sales Order Number				
3)	FIELD ID	pagenum	8 77	5	PRINT ALWAYS	%3d^^
		Page Number				
4)	FIELD ID	trantyped	10 57	20	PRINT ALWAYS	fs
		Transaction Type Description				
5)	FIELD ID	sobilladd1	13 7	43	PRINT ALWAYS	fs
		SO Bill Auto Address 1				
6)	FIELD ID	soshipadd1	13 50	30	PRINT ALWAYS	fs
		SO Ship Auto Address 1				
7)	FIELD ID	sobilladd2	14 7	43	PRINT ALWAYS	fs
		SO Bill Auto Address 2				
8)	FIELD ID	soshipadd2	14 50	30	PRINT ALWAYS	fs
		SO Ship Auto Address 2				
9)	FIELD ID	sobilladd3	15 7	43	PRINT ALWAYS	fs
		SO Bill Auto Address 3				
10)	FIELD ID	soshipadd3	15 50	30	PRINT ALWAYS	fs
		SO Ship Auto Address 3				
11)	FIELD ID	sobilladd4	16 7	43	PRINT ALWAYS	fs
		SO Bill Auto Address 4				
12)	FIELD ID	soshipadd4	16 50	30	PRINT ALWAYS	fs
		SO Ship Auto Address 4				
13)	FIELD ID	sobilladd5	17 7	43	PRINT ALWAYS	fs
		SO Bill Auto Address 5				
14)	FIELD ID	soshipadd5	17 50	30	PRINT ALWAYS	fs
		SO Ship Auto Address 5				
15)	FIELD ID	sobilladd6	18 7	43	PRINT ALWAYS	fs
		SO Bill Auto Address 6				
16)	FIELD ID	soshipadd6	18 50	30	PRINT ALWAYS	fs
		SO Ship Auto Address 6				
17)	FIELD ID	oidesc	21 1	20	PRINT ALWAYS	fs
		Open Item Description				
18)	FIELD ID	jobnum	21 24	10	PRINT ALWAYS	fs
		Job Number				
19)	FIELD ID	sonum	25 1	10	PRINT ALWAYS	fs
		Sales Order Number				
20)	FIELD ID	dorder	25 12	8	PRINT ALWAYS	fd
		Date Ordered				
21)	FIELD ID	cnum	25 21	10	PRINT ALWAYS	fs
		Customer Number				

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Infinity POWER Sample Company Inc.
Form Maintenance Report
Form: SOL0401

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
22)	FIELD ID	slm	25 32		5	PRINT ALWAYS	fs
		Salesman Number					
23)	FIELD ID	cpo	25 38		10	PRINT ALWAYS	fs
		Customer PO #					
24)	FIELD ID	shipinstr	25 50		20	PRINT ALWAYS	fs
		Shipping Instructions					
25)	FIELD ID	schedshipd	25 72		8	PRINT ALWAYS	fs
		Scheduled Ship To Date					
26)	TRANS START		29 53				
27)	FIELD ID	qtyord	0 1	0	0	PRINT ALWAYS	iqty
		Quantity Ordered					
28)	FIELD ID	qtyrdybill	0 11	0	0	PRINT ALWAYS	iqty
		Quantity Ready to Bill					
29)	FIELD ID	qybackord	0 21	0	0	PRINT ALWAYS	iqty
		Quantity on Backorder					
30)	FIELD ID	um	0 33		4	PRINT ALWAYS	fs
		Unit of Measure					
31)	FIELD ID	price	0 42	0	0	PRINT ALWAYS	fim
		Unit Price					
32)	FIELD ID	disc	0 58	0	0	PRINT ALWAYS	%6.3f^^
		Line Discount					
33)	FIELD ID	exordprice	0 64	0	0	PRINT ALWAYS	fdd
		Extended Order Price					
34)	FIELD ID	inventnum	0 33		20	PRINT ALWAYS	fs
		Inventory Number					
35)	FIELD ID	desc	0 33		30	PRINT ALWAYS	fs
		Description					
36)	FIELD ID	l2imdesc	0 33		30	PRINT ALWAYS	fs
		Line #2 of IM Description					
37)	FIELD ID	l3imdesc	0 33		30	PRINT ALWAYS	fs
		Line #3 of IM Description					
38)	FIELD ID	l4imdesc	0 33		30	PRINT ALWAYS	fs
		Line #4 of IM Description					
39)	TRANS END						
40)	FIELD ID	subtot	54 64	0	0	LAST PAGE ONLY	fdd
		Subtotal Before Discount					
41)	FIELD ID	terms	55 8		20	PRINT ALWAYS	fs
		Terms Description					
42)	FIELD ID	ovdiscperc	55 56	0	0	LAST PAGE ONLY	(%6.3f^^)
		Overall Discount Percent					
43)	FIELD ID	discamt	55 64	0	0	LAST PAGE ONLY	fdd
		Discount Amount					
44)	FIELD ID	taxdesc	56 50		12	LAST PAGE ONLY	(%12s^^)
		Tax Rate Description					
45)	FIELD ID	taxamt	56 64	0	0	LAST PAGE ONLY	fdd
		Tax Amount					
46)	FIELD ID	framt	57 64	0	0	LAST PAGE ONLY	fdd
		Freight Amount					

Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
47)	FIELD ID	invtotdep	58 64	0	0	LAST PAGE ONLY	fdd
		Invoice Total Before Deposit					
48)	FIELD ID	depamt	59 64	0	0	LAST PAGE ONLY	fdd
		Deposit Amount					
49)	FIELD ID	invtotldep	60 64	0	0	LAST PAGE ONLY	fdd
		Invoice Total Less Deposit					

* Number of records printed: 49

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Infinity POWER Sample Company Inc.
Form Maintenance Report
Form: PRL0101

Page 1
(4) 04/30/2004

Form System: PRC PR-Check
Description: L0101 w/Db1 Stub - 04/27/2004 - J.Buchberger
Page Length: 60
Page Width : 80
Compressed : No

Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
1)	FIELD ID	checknum	3 70		8	PRINT ALWAYS	fs
		Check Number					
2)	FIELD ID	netcheck	6 7 0	8	8	PRINT ALWAYS	\$\$\$ %dand %c/100 Dollars **
		Net Check Amount					
3)	FIELD ID	sysdate	9 52		8	PRINT ALWAYS	fd
		System Date					
4)	FIELD ID	netcheck	9 64 0	0	0	PRINT ALWAYS	%16.2f^***\$\$,^
		Net Check Amount					
5)	FIELD ID	ename	12 9		30	PRINT ALWAYS	%s^r^
		Employee Name					
6)	FIELD ID	addr1	13 9		25	PRINT ALWAYS	fs
		Address Line 1					
7)	FIELD ID	addr2	14 9		25	PRINT ALWAYS	fs
		Address Line 2					
8)	FIELD ID	city	15 9		15	PRINT ALWAYS	fs
		City					
9)	TEXT		15 0		2	PRINT ALWAYS	
		,					
10)	FIELD ID	state	15 0		2	PRINT ALWAYS	fs
		State					
11)	TEXT		15 0		2	PRINT ALWAYS	
12)	FIELD ID	zip	15 0		10	PRINT ALWAYS	fs
		Zip Code					
13)	FIELD ID	checknum	21 70		8	PRINT ALWAYS	fs
		Check Number					
14)	TEXT		23 1		65	PRINT ALWAYS	
		Type	Hours	Earn	Amount	Ded	Amount
15)	TEXT		23 66		15	PRINT ALWAYS	Curre
		nt Y-T-D					
16)	FIELD ID	incdept	25 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
17)	FIELD ID	hourstype	25 1		10	PRINT ALWAYS	fs
		Hours Type					
18)	FIELD ID	curhours	25 12 0	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
19)	FIELD ID	inccarn	25 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
20)	FIELD ID	spt	25 19		3	PRINT ALWAYS	fs
		Special Pay Type					
21)	FIELD ID	spamt	25 24 0	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					

Forms Generator Reference Manual

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Infinity POWER Sample Company Inc.
Form Maintenance Report
Form: PRL0101

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
22)	FIELD ID	inced	25 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					
23)	FIELD ID	dedtype	25 34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
24)	FIELD ID	dedamt	25 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
25)	TEXT		25 49		5	PRINT ALWAYS	
		Gross					
26)	FIELD ID	curgrwages	25 59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Gross Wages					
27)	FIELD ID	ytdgrwages	25 69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		Year-to-Date Gross Wages					
28)	FIELD ID	incdept	26 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
29)	FIELD ID	hourstype	26 1	10		PRINT ALWAYS	fs
		Hours Type					
30)	FIELD ID	curhours	26 12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
31)	FIELD ID	inccarn	26 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
32)	FIELD ID	spt	26 19		3	PRINT ALWAYS	fs
		Special Pay Type					
33)	FIELD ID	spamt	26 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
34)	FIELD ID	inced	26 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					
35)	FIELD ID	dedtype	26 34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
36)	FIELD ID	dedamt	26 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
37)	TEXT		26 49		9	PRINT ALWAYS	
		Soc. Sec.					
38)	FIELD ID	cursstax	26 59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Social Security Tax					
39)	FIELD ID	ytdsstax	26 69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		YTD Social Security Tax					
40)	FIELD ID	incdept	27 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
41)	FIELD ID	hourstype	27 1	10		PRINT ALWAYS	fs
		Hours Type					
42)	FIELD ID	curhours	27 12	0	0	PRINT ALWAYS	%6.2f
		Current Hours					
43)	FIELD ID	inccarn	27 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
44)	FIELD ID	spt	27 19		3	PRINT ALWAYS	fs
		Special Pay Type					
45)	FIELD ID	spamt	27 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
46)	FIELD ID	inced	27 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
47)	FIELD ID	dedtype	27 34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
48)	FIELD ID	dedamt	27 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
49)	TEXT		27 49		8	PRINT ALWAYS	
		Medicare					
50)	FIELD ID	curmedtax	27 59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Medicare Tax					
51)	FIELD ID	ytdmeditax	27 69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		YTD Medicare Tax					
52)	FIELD ID	incdept	28 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
53)	FIELD ID	hourstype	28 1		10	PRINT ALWAYS	fs
		Hours Type					
54)	FIELD ID	curhours	28 12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
55)	FIELD ID	inccarn	28 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
56)	FIELD ID	spt	28 19		3	PRINT ALWAYS	fs
		Special Pay Type					
57)	FIELD ID	spamt	28 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
58)	FIELD ID	inccded	28 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					
59)	FIELD ID	dedtype	28 34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
60)	FIELD ID	dedamt	28 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
61)	FIELD ID	inctax	28 49		0	PRINT ALWAYS	%d
		Increment on Tax Table					
62)	FIELD ID	taxtable	28 49		5	PRINT ALWAYS	fs
		Tax Table					
63)	FIELD ID	curtaxamt	28 59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Tax Amount					
64)	FIELD ID	ytdtaxamt	28 69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		Year-to-Date Tax Amount					
65)	FIELD ID	incdept	29 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
66)	FIELD ID	hourstype	29 1		10	PRINT ALWAYS	fs
		Hours Type					
67)	FIELD ID	curhours	29 12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
68)	FIELD ID	inccarn	29 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
69)	FIELD ID	spt	29 19		3	PRINT ALWAYS	fs
		Special Pay Type					
70)	FIELD ID	spamt	29 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
71)	FIELD ID	inccded	29 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					

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Line No.	Type	Field ID	Line	Col.	Cr.	Len.	Special	Format
		Text/Field Description						
72)	FIELD ID	dedtype	29	34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.						
73)	FIELD ID	dedamt	29	41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount						
74)	FIELD ID	inctax	29	49		0	PRINT ALWAYS	%d
		Increment on Tax Table						
75)	FIELD ID	taxtable	29	49		5	PRINT ALWAYS	fs
		Tax Table						
76)	FIELD ID	curtaxamt	29	59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Tax Amount						
77)	FIELD ID	ytdtaxamt	29	69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		Year-to-Date Tax Amount						
78)	FIELD ID	incdept	30	1		0	PRINT ALWAYS	%d
		Increment Department Pay Data						
79)	FIELD ID	hourstype	30	1		10	PRINT ALWAYS	fs
		Hours Type						
80)	FIELD ID	curhours	30	12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours						
81)	FIELD ID	incearn	30	19		0	PRINT ALWAYS	%d
		Increment Earning Data						
82)	FIELD ID	spt	30	19		3	PRINT ALWAYS	fs
		Special Pay Type						
83)	FIELD ID	spamt	30	24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount						
84)	FIELD ID	incded	30	34		0	PRINT ALWAYS	%d
		Increment Deduction Data						
85)	FIELD ID	dedtype	30	34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.						
86)	FIELD ID	dedamt	30	41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount						
87)	FIELD ID	inctax	30	49		0	PRINT ALWAYS	%d
		Increment on Tax Table						
88)	FIELD ID	taxtable	30	49		5	PRINT ALWAYS	fs
		Tax Table						
89)	FIELD ID	curtaxamt	30	59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Tax Amount						
90)	FIELD ID	ytdtaxamt	30	69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		Year-to-Date Tax Amount						
91)	FIELD ID	incdept	31	1		0	PRINT ALWAYS	%d
		Increment Department Pay Data						
92)	FIELD ID	hourstype	31	1		10	PRINT ALWAYS	fs
		Hours Type						
93)	FIELD ID	curhours	31	12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours						
94)	FIELD ID	incearn	31	19		0	PRINT ALWAYS	%d
		Increment Earning Data						
95)	FIELD ID	spt	31	19		3	PRINT ALWAYS	fs
		Special Pay Type						
96)	FIELD ID	spamt	31	24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount						

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
97)	FIELD ID	inced	31 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					
98)	FIELD ID	dedtype	31 34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
99)	FIELD ID	dedamt	31 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
100)	FIELD ID	inctax	31 49		0	PRINT ALWAYS	%d
		Increment on Tax Table					
101)	FIELD ID	taxtable	31 49		5	PRINT ALWAYS	fs
		Tax Table					
102)	FIELD ID	curtaxamt	31 59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Tax Amount					
103)	FIELD ID	ytdtaxamt	31 69	0	0	PRINT ALWAYS	%12.2f^\$\$,^
		Year-to-Date Tax Amount					
104)	FIELD ID	incdept	32 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
105)	FIELD ID	hourstype	32 1		10	PRINT ALWAYS	fs
		Hours Type					
106)	FIELD ID	curhours	32 12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
107)	FIELD ID	incearn	32 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
108)	FIELD ID	spt	32 19		3	PRINT ALWAYS	fs
		Special Pay Type					
109)	FIELD ID	spamt	32 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
110)	FIELD ID	inced	32 34		0	PRINT ALWAYS	%d
		Increment Deduction Data					
111)	FIELD ID	dedtype	32 34		3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
112)	FIELD ID	dedamt	32 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
113)	FIELD ID	inctax	32 49		0	PRINT ALWAYS	%d
		Increment on Tax Table					
114)	FIELD ID	taxtable	32 49		5	PRINT ALWAYS	fs
		Tax Table					
115)	FIELD ID	curtaxamt	32 59	0	0	PRINT ALWAYS	%10.2f^\$\$,^
		Current Tax Amount					
116)	FIELD ID	ytdtaxamt	32 69	0	0	PRINT ALWAYS	%12,2f^\$\$,^
		Year-to-Date Tax Amount					
117)	FIELD ID	incdept	33 1		0	PRINT ALWAYS	%d
		Increment Department Pay Data					
118)	FIELD ID	hourstype	33 1		10	PRINT ALWAYS	fs
		Hours Type					
119)	FIELD ID	curhours	33 12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
120)	FIELD ID	incearn	33 19		0	PRINT ALWAYS	%d
		Increment Earning Data					
121)	FIELD ID	spt	33 19		3	PRINT ALWAYS	fs
		Special Pay Type					

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format
122)	FIELD ID	spamt	33 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
123)	FIELD ID	incded	33 34	0	0	PRINT ALWAYS	%d
		Increment Deduction Data					
124)	FIELD ID	dedtype	33 34	3	3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
125)	FIELD ID	dedamt	33 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
126)	FIELD ID	incdept	34 1	0	0	PRINT ALWAYS	%d
		Increment Department Pay Data					
127)	FIELD ID	hourstype	34 1	10	10	PRINT ALWAYS	fs
		Hours Type					
128)	FIELD ID	curhours	34 12	0	0	PRINT ALWAYS	%6.2f^^
		Current Hours					
129)	FIELD ID	inccarn	34 19	0	0	PRINT ALWAYS	%d
		Increment Earning Data					
130)	FIELD ID	spt	34 19	3	3	PRINT ALWAYS	fs
		Special Pay Type					
131)	FIELD ID	spamt	34 24	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Amount					
132)	FIELD ID	incded	34 34	0	0	PRINT ALWAYS	%d
		Increment Deduction Data					
133)	FIELD ID	dedtype	34 34	3	3	PRINT ALWAYS	fs
		Special Pay - Deduction Desc.					
134)	FIELD ID	dedamt	34 41	0	0	PRINT ALWAYS	%7.2f^\$\$,^
		Special Pay Deduction Amount					
135)	FIELD ID	ename	37 1	30	30	PRINT ALWAYS	fs
		Employee Name					
136)	TEXT		37 32	8	8	PRINT ALWAYS	
		Period:					
137)	FIELD ID	pdbeg	37 0	8	8	PRINT ALWAYS	fd
		Period Beginning Date					
138)	TEXT		37 0	3	3	PRINT ALWAYS	
		-					
139)	FIELD ID	pdend	37 0	8	8	PRINT ALWAYS	fd
		Period Ending Date					
140)	TEXT		38 1	7	7	PRINT ALWAYS	
		S.S.#:					
141)	FIELD ID	esocsec	38 0	12	12	PRINT ALWAYS	fs
		Employee Social Security #					
142)	TEXT		38 25	6	6	PRINT ALWAYS	
		Date:					
143)	FIELD ID	sysdate	38 0	8	8	PRINT ALWAYS	fd
		System Date					
144)	TEXT		38 50	13	13	PRINT ALWAYS	
		Check Amount:					
145)	FIELD ID	netcheck	38 63	0	0	PRINT ALWAYS	fdd
		Net Check Amount					
146)	FIELD ID	checknum	42 70	8	8	PRINT ALWAYS	fs
		Check Number					

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Line No.	Type	Field ID	Line Col.	Cr.	Len.	Special	Format	
147)	TEXT		44	1	23	PRINT ALWAYS		
		Payroll Remittance For:						
148)	FIELD ID	ename	46	1	30	PRINT ALWAYS	fs	
		Employee Name						
149)	TEXT		46	57	6	PRINT ALWAYS		
		Date:						
150)	FIELD ID	sysdate	46	0	8	PRINT ALWAYS	fd	
		System Date						
151)	TEXT		47	1	6	PRINT ALWAYS		
		S.S#:						
152)	FIELD ID	esocsec	47	0	12	PRINT ALWAYS	fs	
		Employee Social Security #						
153)	TEXT		49	1	8	PRINT ALWAYS		
		Period:						
154)	FIELD ID	pdbeg	49	0	8	PRINT ALWAYS	fd	
		Period Beginning Date						
155)	TEXT		49	0	3	PRINT ALWAYS		
		-						
156)	FIELD ID	pdend	49	0	8	PRINT ALWAYS	fd	
		Period Ending Date						
157)	TEXT		49	47	25	PRINT ALWAYS		
		Current Pay Data Summary:						
158)	TEXT		51	40	22	PRINT ALWAYS		
		Unadjusted Gross :						
159)	FIELD ID	curgrosunj	51	67	0	0	PRINT ALWAYS	ffd
		Cur Un-Adjusted Gross Wages						
160)	TEXT		52	42	11	PRINT ALWAYS		
		Less:						
161)	TEXT		53	42	20	PRINT ALWAYS		
		Non-Cash Earnings :						
162)	FIELD ID	ncearn	53	67	0	0	PRINT ALWAYS	ffd
		Non-Cash Earnings						
163)	TEXT		54	42	20	PRINT ALWAYS		
		Payroll Deductions :						
164)	FIELD ID	deduct	54	67	0	0	PRINT ALWAYS	ffd
		Deductions Total						
165)	TEXT		55	42	20	PRINT ALWAYS		
		Total FICA :						
166)	FIELD ID	totficaamt	55	67	0	0	PRINT ALWAYS	ffd
		Total Fica Amount						
167)	TEXT		56	42	20	PRINT ALWAYS		
		Total Taxes :						
168)	FIELD ID	taxlfica	56	67	0	0	PRINT ALWAYS	ffd
		Total Cur. Tax Amt. Less FICA						
169)	TEXT		57	67	12	PRINT ALWAYS		

170)	TEXT		58	40	22	PRINT ALWAYS		
		Net Check Amount :						
171)	FIELD ID	netcheck	58	67	0	0	PRINT ALWAYS	ffd
		Net Check Amount						

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Line No.	Type	Field ID	Line Col.	Cr. Len.	Special	Format
172)	TEXT		59 67	12	PRINT ALWAYS	
		=====				

* Number of records printed: 172

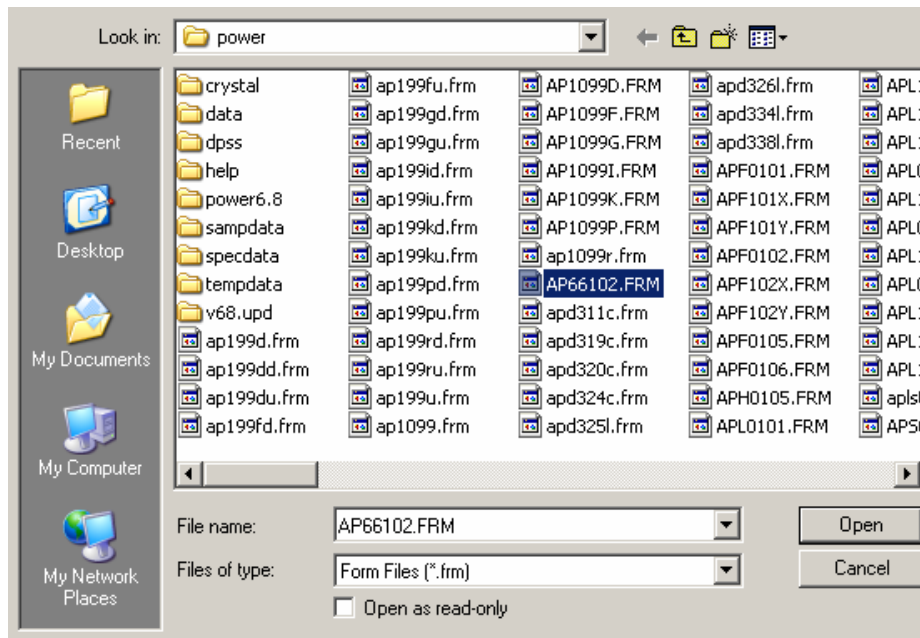
CHAPTER 4 PRINT REPORTS

This section includes a description of each report generated by the **Forms Generator** module. The reports included here reflect sample information input into the sample company “**INS - Infinity POWER Sample Company**” and only reflect an example of the way a company may utilize certain features within this module. All modules are designed to be extremely flexible in the way you may organize data and print the corresponding reports accordingly.

PRINT MAINTENANCE REPORT

This option provides a complete register of all detail entries made to design a form.

This report prints a complete register of all entries recorded for the selected form. When you select this option, you will be prompted for a form name.



Field Names:

Heading Information:

- Form System
- Description
- Page Length
- Page Width
- Compressed

Detail Information:

- Line Number
- Type
- Field ID
- Line
- Column
- CR
- Length
- Special
- Format
- Text/Field Description

PRINT FORM ALIGNMENT

This option prints the alignment of the chosen form.

This report prints the actual form you have created in the Forms Generator module. You may choose to print it on the actual form and test for alignment issues. You will be asked at the prompt to enter the form name you wish to align.

Your Printed Custom Form

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