Improved Payment Cycle

SYSPRO 8

Reference Guide

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Exploring

Where it fits in?

A payment cycle can be completed without needing to first print a check remittance.

You can select from the following printing options within the Accounts Payable module:

- Print checks and remittance advices combined on pre-printed stationery
- Print checks and remittance advices separately on different stationery and/or printers
- Print only remittance advices
- Print nothing at all (useful for electronic payments as remittance advices are often not sent when paying via EFTs)

Navigation

- You can either configure the payment cycle printing requirements at company level for all banks (*Setup Options > Configuration > Financial > Accounts Payable*) or at bank level (**Banks**).
- The selected printing requirements are then also displayed on the **Bank Query** program.

Starting

Prerequisites

- Before you create and run the payment cycle, ensure that you have configured all printing requirements (the payment run checks the printing requirements configuration and prints accordingly).

Printing requirements can be configured in various ways:

Setup Options

Setup Options > Configuration > Financial > Accounts Payable

Configure the printing requirements on company level, to apply the setup to all banks in the company. If the configuration is done on company level, the page layout for printing checks and remittances is specified in the **AP Check Format** program. In the **Checks** section, enable the **Checks not required** field to print remittance advices only. Disable the **Checks not required** field to print both checks and remittance advices.

> Previously there were two radio buttons in the Checks remittance section of the **AP Check Format** program, namely a 'Remittance only' button (equivalent to the enabled Checks not required field) and a 'Both check and remittance' radio button (equivalent to the disabled Checks not required field).

Banks

Configure printing requirements per bank, which means the printing preferences can be configured differently for every bank.

AR Payment Run

If you are making electronic payments and neither want to print checks nor remittance advices, select **Generate EFT numbers** to generate EFT numbers without printing remittance advices.

Once the EFT numbers are generated, the payment cycle and the individual released invoices are updated to status **Printed**. If you want to print a remittance advice, you can still do so by using the **AP Check and Remittance Print** program.

> Previously EFT numbers were generated by running the **AP Check and Remittance Print** program, which generated EFT numbers and printed EFT remittances. With these changes implemented, the printing of EFT remittances is no longer required.

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