

Skill: Create Billing Jobs for Machines Who: Photocopier sites.

Describe: Billing Machines for Page Counts in Jim2 Version 3.0 PE

Context: Jim2 will generate a billing job when the page counts for each meter are entered into the machine record. These jobs can then be used to individually invoice, or batch invoice, the customer.

	🖬 💁 v 🔓	() -					lim2 - Test									x
																_
Jobs Copiers	Quotes	Purchases	CardFiles	Items S	tock Accounts	Banking	Management	Scheduling	eBusine	ess Too	s					0
Add View/Edit Create Preview Preview Report Copier List - Cost Per Copy Preview Preview Preview Preview Preview Preview Preview																
Copiers		_	Copier List R	eports												
Search Jim2		× م	Copier Lis													ð× 15
Nav Tree	Count	Due	Copier													
🖃 Jobs			Copier#		⊆ust#		Status	•	Type		-				A	ctive 🗌
List1			Cust Ref	1	Ship#		Priority	▼ [Request By						Request	Sent 🗌
List2			Billed		Contract		Last Billed <		Name		-				Billing	Due 🗹
	<u>51</u>		These all				New Pilled of		A		_					
100592	FINISH	<u>15/03/2010</u>	Trem#		Serial#		Ne <u>X</u> t billeu <		AVY DIIIS							
Copiers	Dealerd		Make		▼ Model	▼ Re	eguest Sent <			Consolidate	ed 🗹					
■ 8976330186	Booked															
M PA56861665	Booked		Drag a colu													
M.PA56866542	Booked		Copier# .	State	Cust#	Ship#	Customer Name	Contract	Copier	Request	Next Bill	Last Billed	Item#	Item Desc	Item	_
M.PA56870634	Booked							Price Level	Туре	Sent					Mode	el
- 📄 M.UA56865437	Booked		0120400697	Billing Due	GUNPOS	GUNPOS	GUNGAHLIN POST	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
List1			0120701421	Billing Due	PRONAT	PRONAT	PROPELL	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
List2			0120900550	Billing Due	KOOMAR	KOOMAR	KOOMARRI	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
List3			0121201375	Billing Due	MONPLA	MONPLA	MONEY PLACE T/A	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
List4	<u>1190</u>		0130201251	Billing Due	NORCOM	NORCOM	NORTHSIDE	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
E SI List5	2		0130201526	Billing Due	FRAWILS	FRAWILS	FRANK WILSON	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
M.PA56861665	Booked		0130600554	Billing Due	PARSUP	PARSUP	PARENT SUPPORT	Meter Plan	Photoco		15/03/2010		AF1022	Photocopier-Digital	AF10	22
<u>Elist6</u>	1		0131100020	Billing Due	CANINV	CANINV	CIC AUSTRALIA	Meter Plan	Photoco		15/03/2010		AF2238C	Photocopier-Colour	AF22	38C
Z List7	2		0140200017	Billing Due	JACAUS	JACAUS	JACOBS	Meter Plan	Photoco		15/03/2010		AF2238C	Photocopier-Colour	AF22	38C
B List8	<u>6/3</u>		0140500090	Billing Due	CITGRO	CITGRO	CITY GROUP PTY	Meter Plan	Photoco		15/03/2010		AF2238C	Photocopier-Colour	AF22	38C
Quotes			0140600032	Billing Due	STHILL	STHILL	ST HILLIERS	Meter Plan	Photoco		15/03/2010		AF2238C	Photocopier-Colour	AF22	38C
rurchases CardEilor			0140700138	Billing Due	MMMBAT	MMMBAT	Mmm BATHROOMS	Meter Plan	Photoco		15/03/2010		AF2232C	Photocopier-Colour	AF22	32C
Caronies			0140700173	Billing Due	ACCCAP	ACCCAP	ACCESS CAPITAL	Meter Plan	Photoco		15/03/2010		AF2238C	Photocopier-Colour	AF22	38C
E Shork			0169303611	Billing Due	ROYWOL	ROYWOL	ROYAL WOLF	Meter Plan	Photoco		15/03/2010		MP161SF	Photocopier-Digital	MP16	1SF
- JUULN				entre en		course			- I-1		en los los es			et a secol		

Skill Steps:

- 1. Select the Copiers (Machines) tab from the top of the Jim2 window.
- 2. Click Create Copier (Machine) List.
- 3. Select only Billing Due tick box on the right hand side of the screen.
- 4. Add other criteria as required.
- 5. Press <<Enter>> key and a list of copiers (machines) will appear.
- 6. Click on the "Bill Copier (Machine)" button. Jim2 will display a Billing Meter Read window for the first Copier (Machine).
- 7. Enter the Page Count in the New Meter Value field. Press <<Enter>> key. Review the New Meter Value to ensure it is correct, if it isn't, edit the New Meter Value.
- 8. Press <<Enter>> key again to Generate the Job (or click the "Generate Job" button.
- 9. Press <<Enter>> key again to move to the next machine and repeat steps 7 and 8.