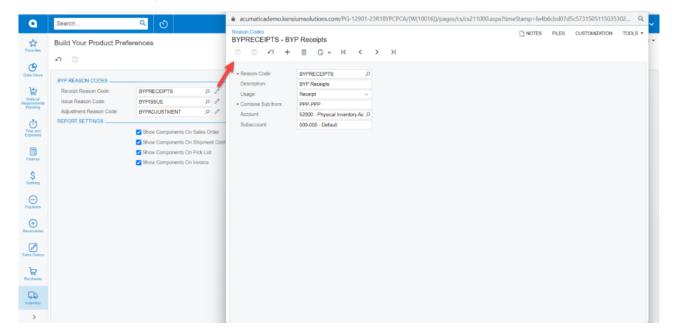


## **Define the BYP Reason Codes**



You can define the **[BYP Reason Code]** by clicking on the pencil icon for all the respective fields.

• Receipt Reason Code: You can define the Receipt Reason Code by clicking on the pencil button. A pop-up will appear on your screen. The application will allow you to choose the Reason code, Description, and Usage and combine Sub from, Account, and Subaccount.



Configure the Receipt Reason Code



In BYP Receipts the Reason Code and the Combine Sub form are mandatory fields. After selecting the appropriate values, you must [Save] the records.

• <u>Issue Reason Code</u>: You can define the Issue Reason Code by clicking on the pencil button. A popup will appear on your screen. The application will allow you to choose the following options:





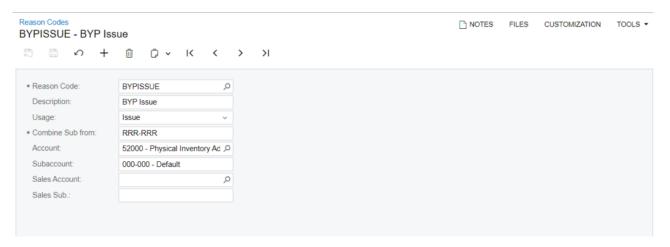
×

Reason Code: Look-up and Mandatory Field

o Description: Text-field

Usage: Drop-down

- Combine Sub from Mandatory text field.
- Account: Select the account code by using the magnifying glass.
- Subaccount: Enter the subaccount details in the text field.
- Sales Account: Select the Sales Account by using the magnifying glass.
- Sales Sub: Enter the Sales Sub in the textbox.



Configure the BYP Issue details



In BYPISSUE the Reason Code and the Combine Sub form are mandatory fields. After selecting the appropriate values, you must [Save] the records.

<u>Adjustment Reason Code</u>: You can define the Adjustment Reason Code by clicking on the pencil. A pop-up will appear on your screen. The application will allow you to choose the following options:

• Reason Code: Look-up and Mandatory Field

• Description: Text-field

o Usage: Drop-down

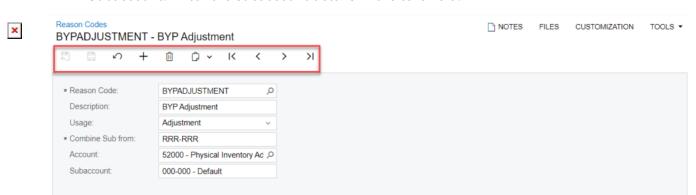
• Combine Sub from: Mandatory text field.

• Account: Select the account code by using the magnifying glass.





• Subaccount: Enter the subaccount details in the text field.



Configure the BYP Adjustment details



In BYPISSUE the Reason Code and the Combine Sub form are mandatory fields. After selecting the appropriate values, you must [Save] the records.

