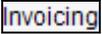
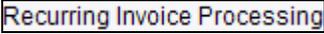


## Recycle Recurring Invoices Lesson

Step	Action
1.	Click the <b>State of Nebraska</b> link. 
2.	Click the <b>Accounts Receivable</b> link. 
3.	Click the <b>Accounts Receivable Processing</b> link. 
4.	Click the <b>Invoicing</b> link. 
5.	Click the <b>Recurring Invoice Processing</b> link. 
6.	Click the <b>Recycle Recurring Invoices</b> link. 
7.	Click the <b>Data Selection</b> option. 
8.	Click the <b>Submit</b> button. 
9.	Click the <b>Right Operand</b> list of the third row (Fund). 
10.	Click the <b>Literal</b> list item. 
11.	Enter the fund number into the <b>Literal Value:</b> field.
12.	Click the <b>OK</b> button. 
13.	Click the <b>OK</b> button. 
14.	Click the <b>OK</b> button. 
15.	Click the <b>Standard Invoice Entry</b> link. 
16.	Enter the customer number into the <b>Customer</b> field.
17.	Click the <b>Find</b> button. 

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Step	Action
18.	You will see two RR Doc Type transactions. The first is the new invoice which will be approved and posted. The second is the recurring invoice which now reflects the number of payments remaining.
19.	Click the <b>Close</b> button. 
20.	You have successfully completed this lesson. <b>End of Procedure.</b>