

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1084121
Vendor Name: DAOES
Invoice Number: 18-096
Invoice Date: 01/01/18
PO Number: B0353307
Check Number: E0064815
Check Amount: \$ 4,768.50
Check Date: 01/10/2018
Department ID: 67001
Reviewer Name: Yvonne Bedford
Voucher Number: V0490401
Redaction Type: None
Document Type: AP Invoice

Document Below

From: donnac@tcdupage.org
Sent: Thu Dec 28 09:17:37 CST 2017
To: invoicing@cod.edu
CC:
Subject: COD Invoice PO#353307

Thanks

*Donna M. Contraveos
Business Office Administrative Assistant
DAOES/Technology Center of DuPage
301 S. Swift Rd
Addison, IL 60101
P: (630) 691-7594
F: (630) 691-7592
donnac@tcdupage.org
www.tcdupage.org*

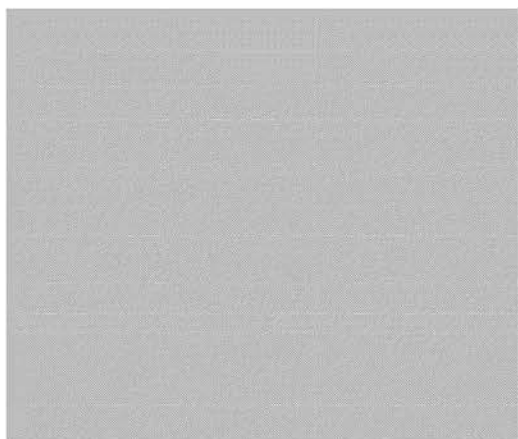
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Invoice SmartMaster

Table of Contents

Click a tab or a button to use a SmartMaster sheet.

Sheet	Description
#REF!	Enter information for goods sold to clients and customers here.
Information	Help, tips, and details on file sharing, conventions, and macros used in this SmartMaster.



DAOES/Technology Center of DuPage

INVOICE

301 S. Swift Road
Addison, IL 60101

Main: (630) 620-8770
Fax: (630) 691-7592

INVOICE NUMBER 18-096
INVOICE DATE 01/01/2018

College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

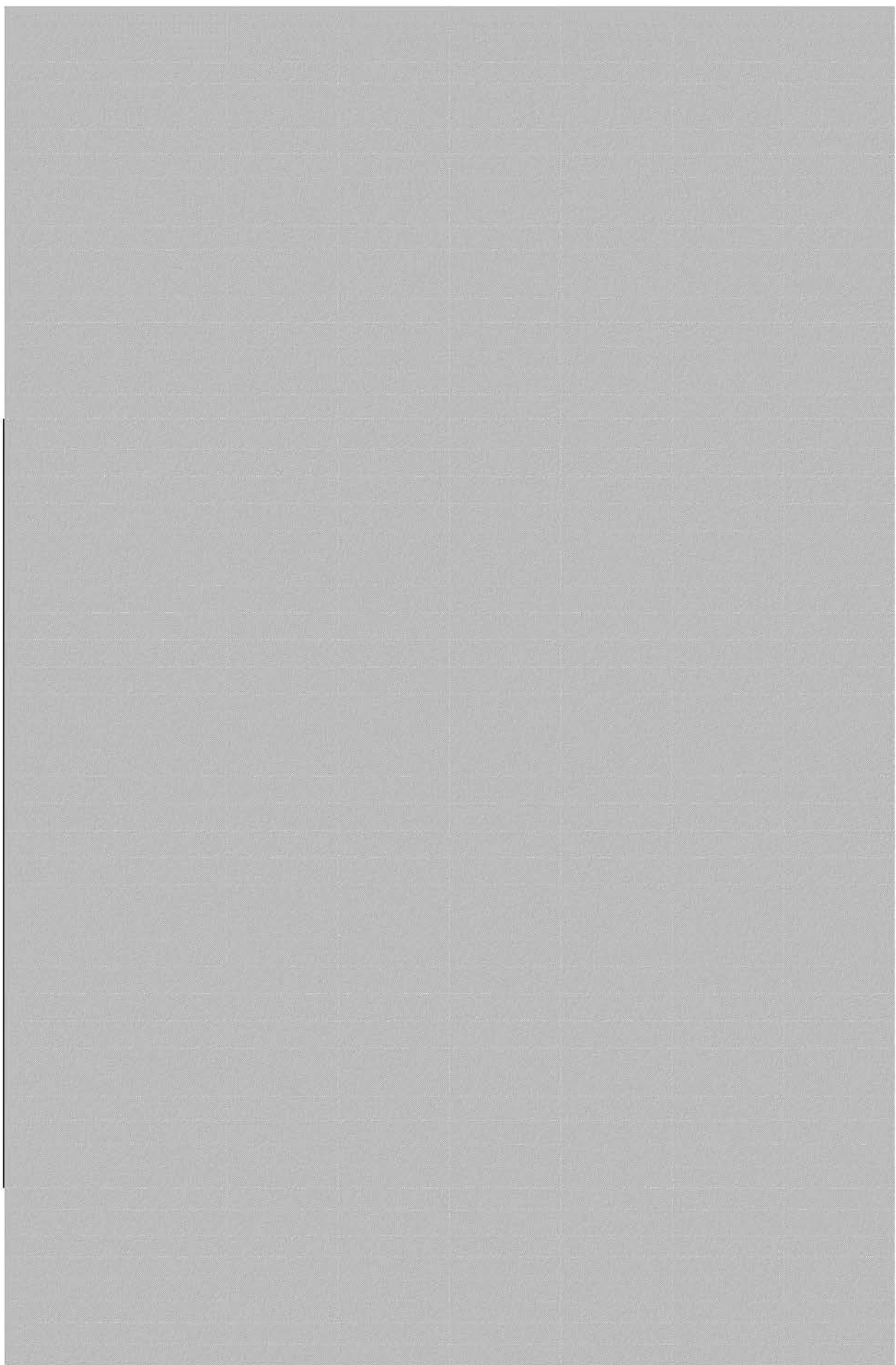
Attn: Yvonne Bedford

TERMS 30 Days

ACCOUNT #	DESCRIPTION	UNIT PRICE	AMOUNT
1910	COD Truck Driving School Rental January 2018 Purchase Order#353307		\$4,768.50
APPROVED 01/08/18 - DANIEL DEASY			
INVOICE REVIEWED OKAY TO PAY YVONNE BEDFORD 01/03/18			
MAKE ALL CHECKS PAYABLE TO: Technology Center of DuPage		SUBTOTAL	\$4,768.50
Questions concerning this invoice? Contact: Donna Contraveos (630) 691-7594 donnac@tcdupage.org		TOTAL	\$4,768.50

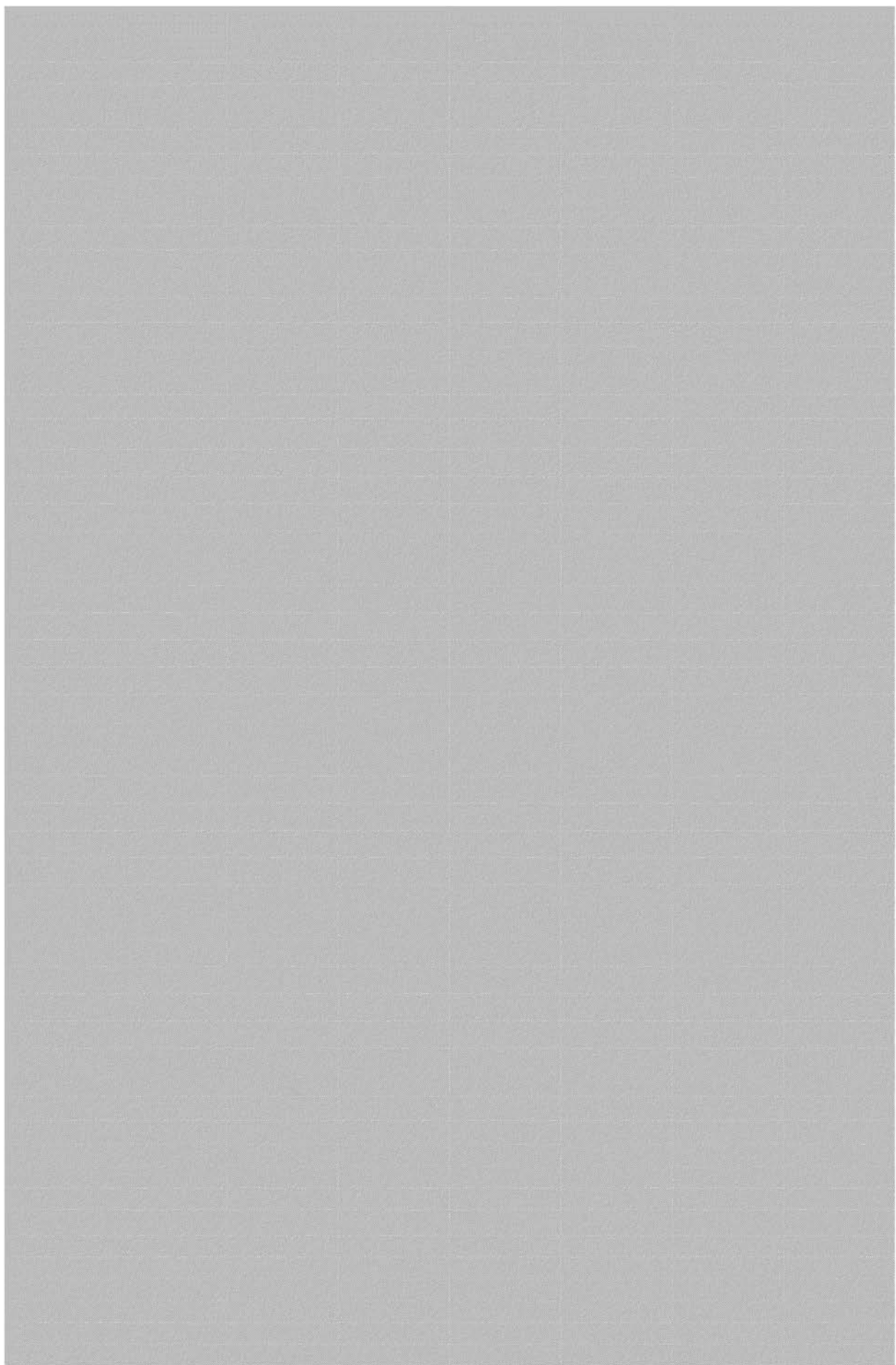
Please return the copy of this invoice with your payment.

There is a \$25.00 service charge on each returned check.



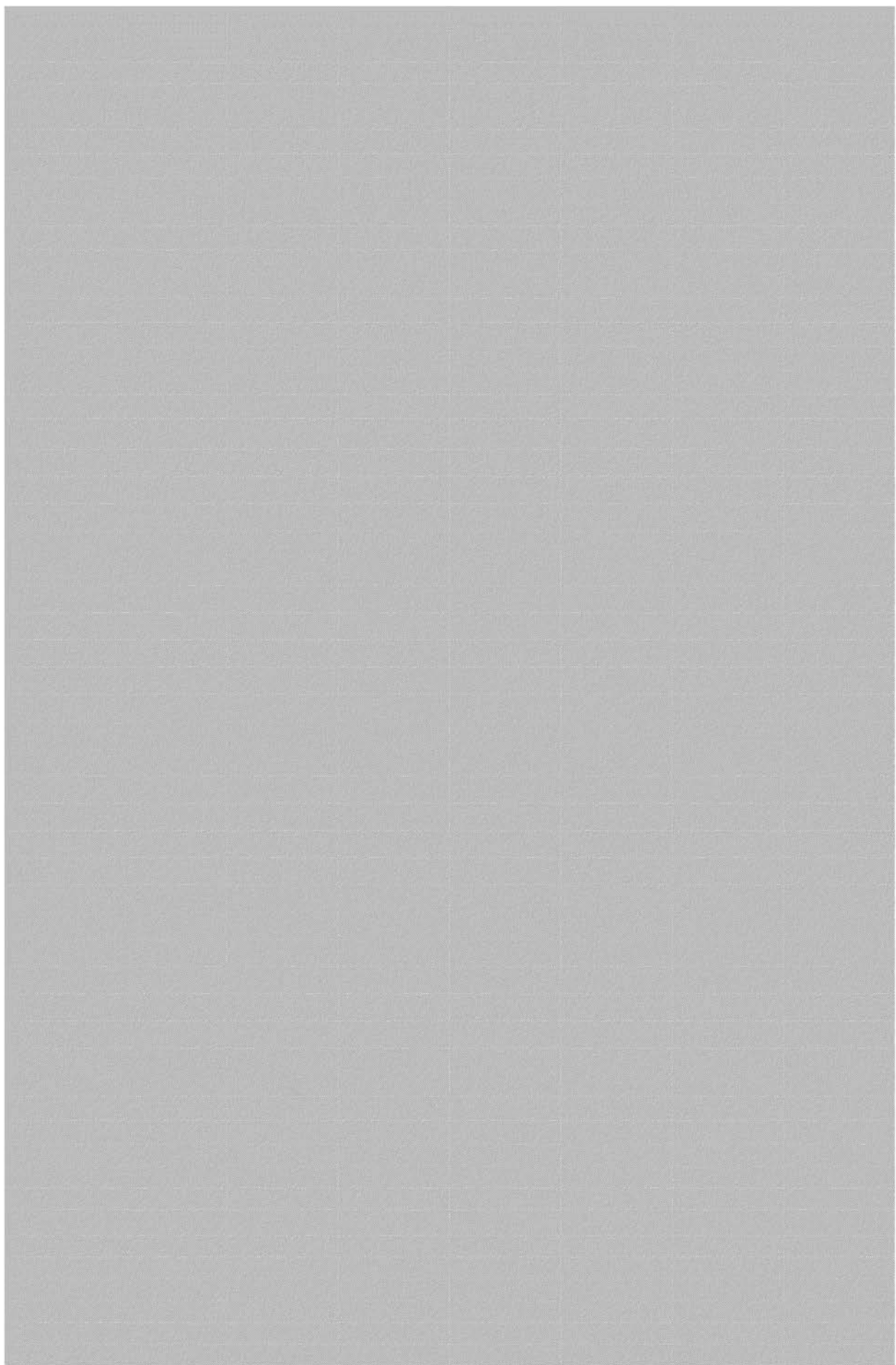






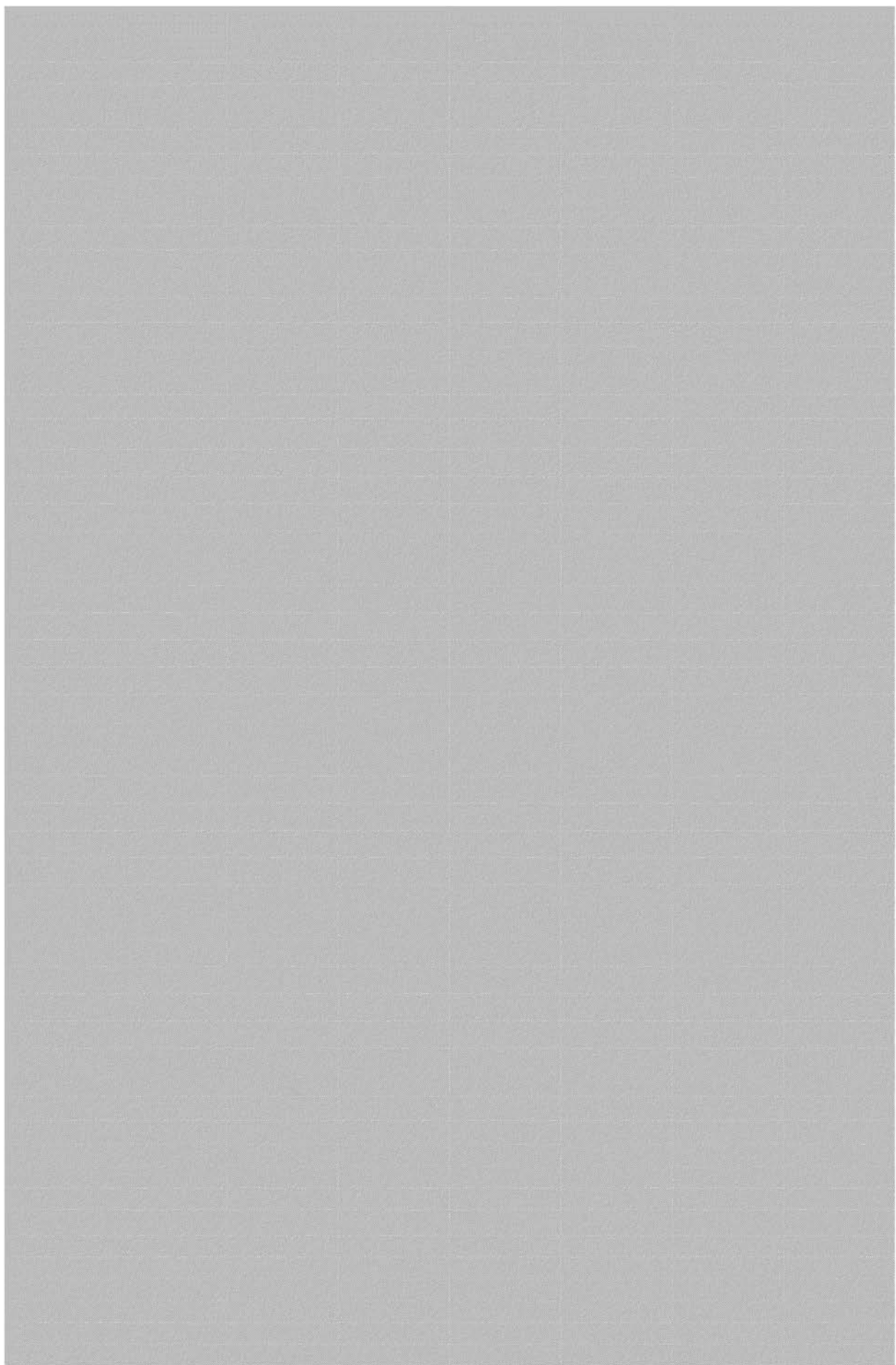






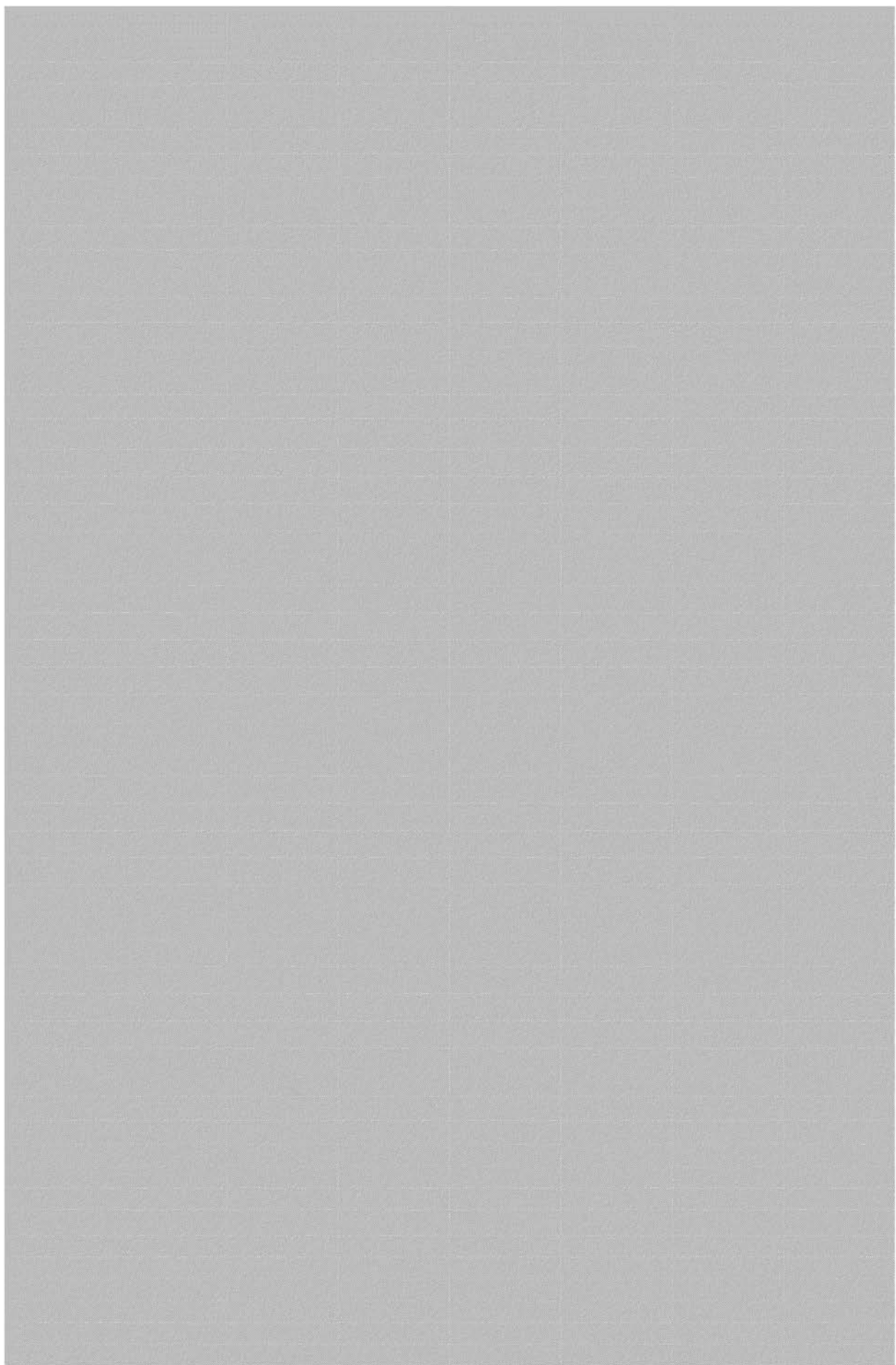










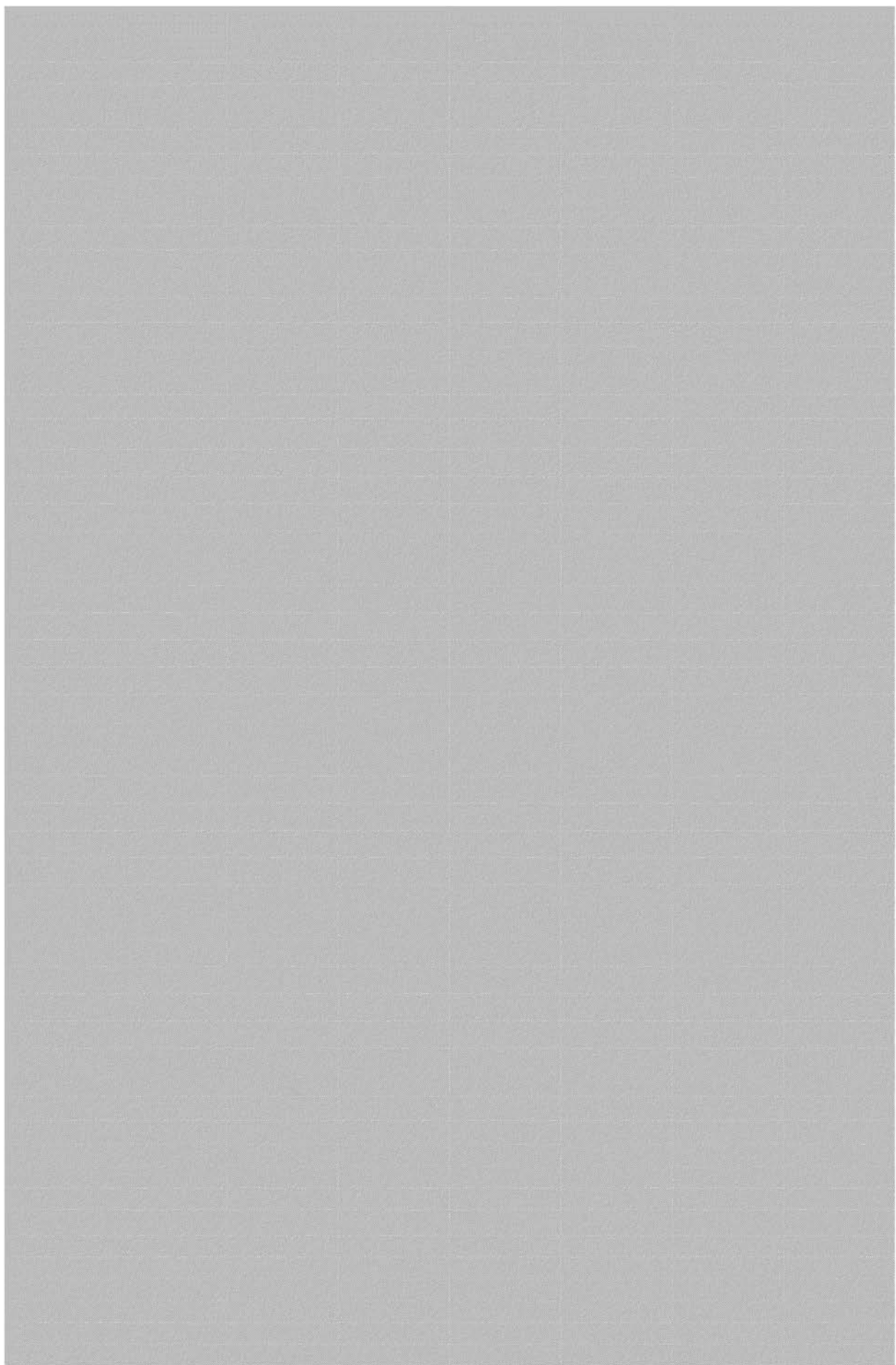






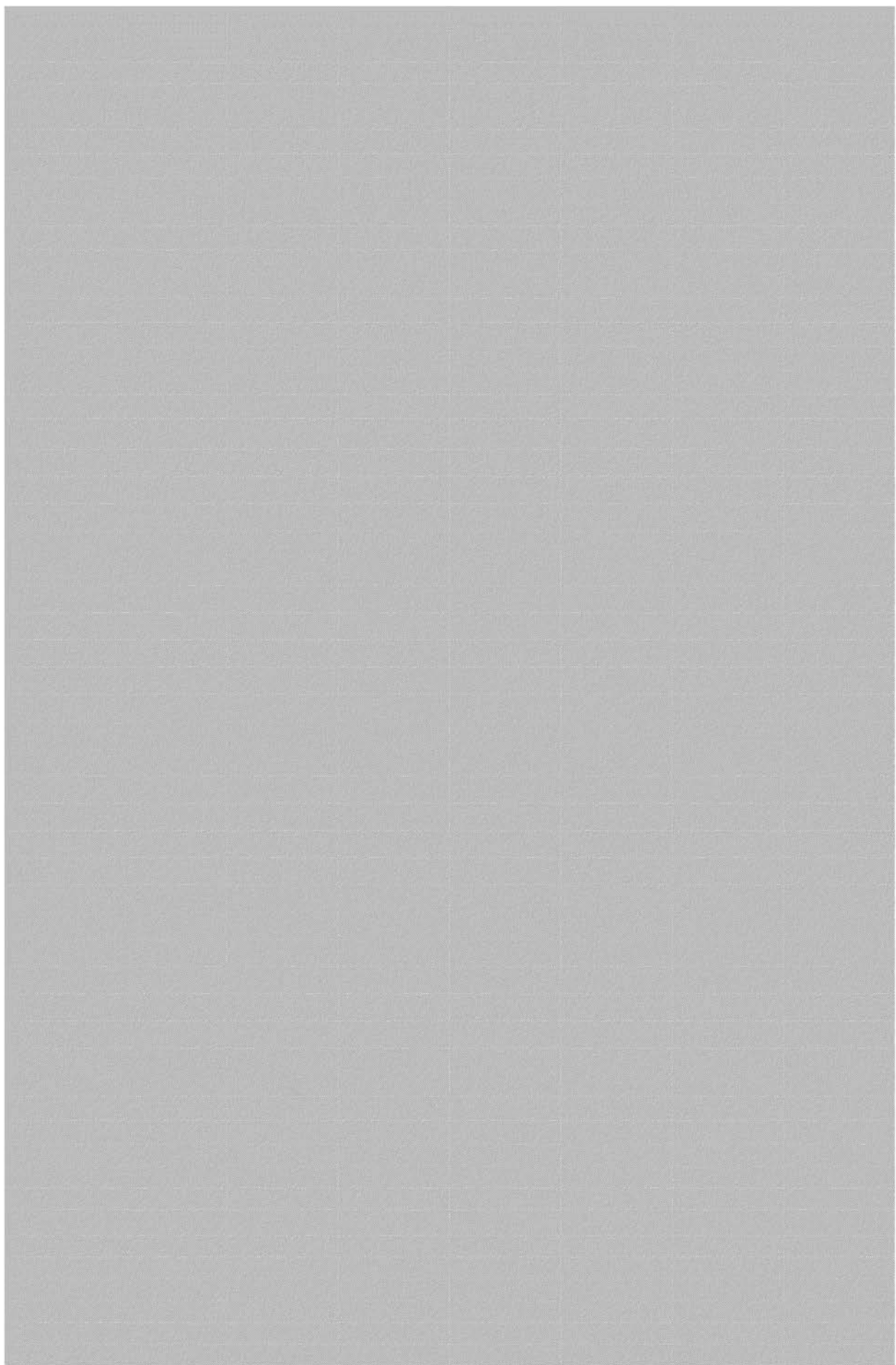










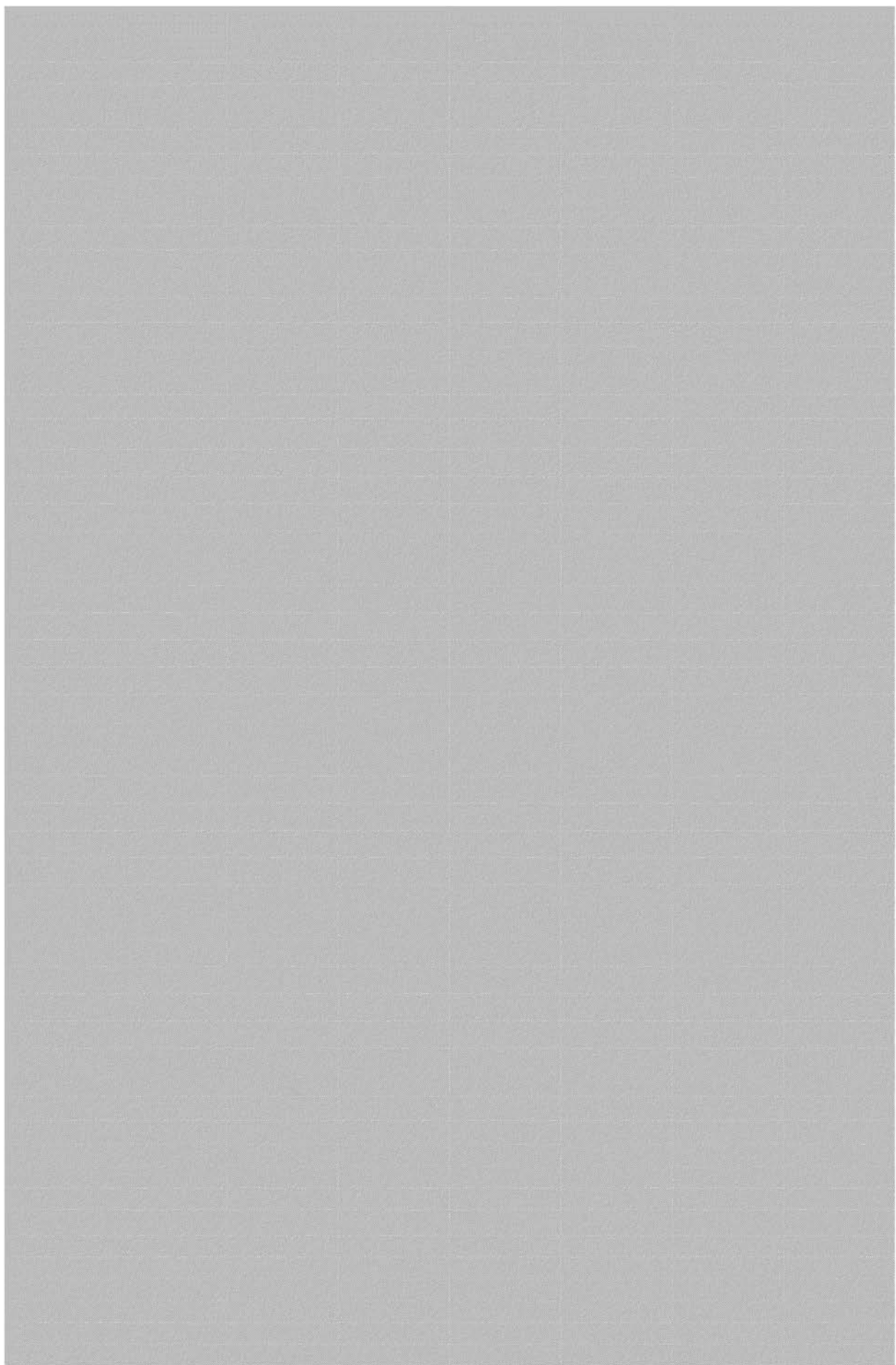






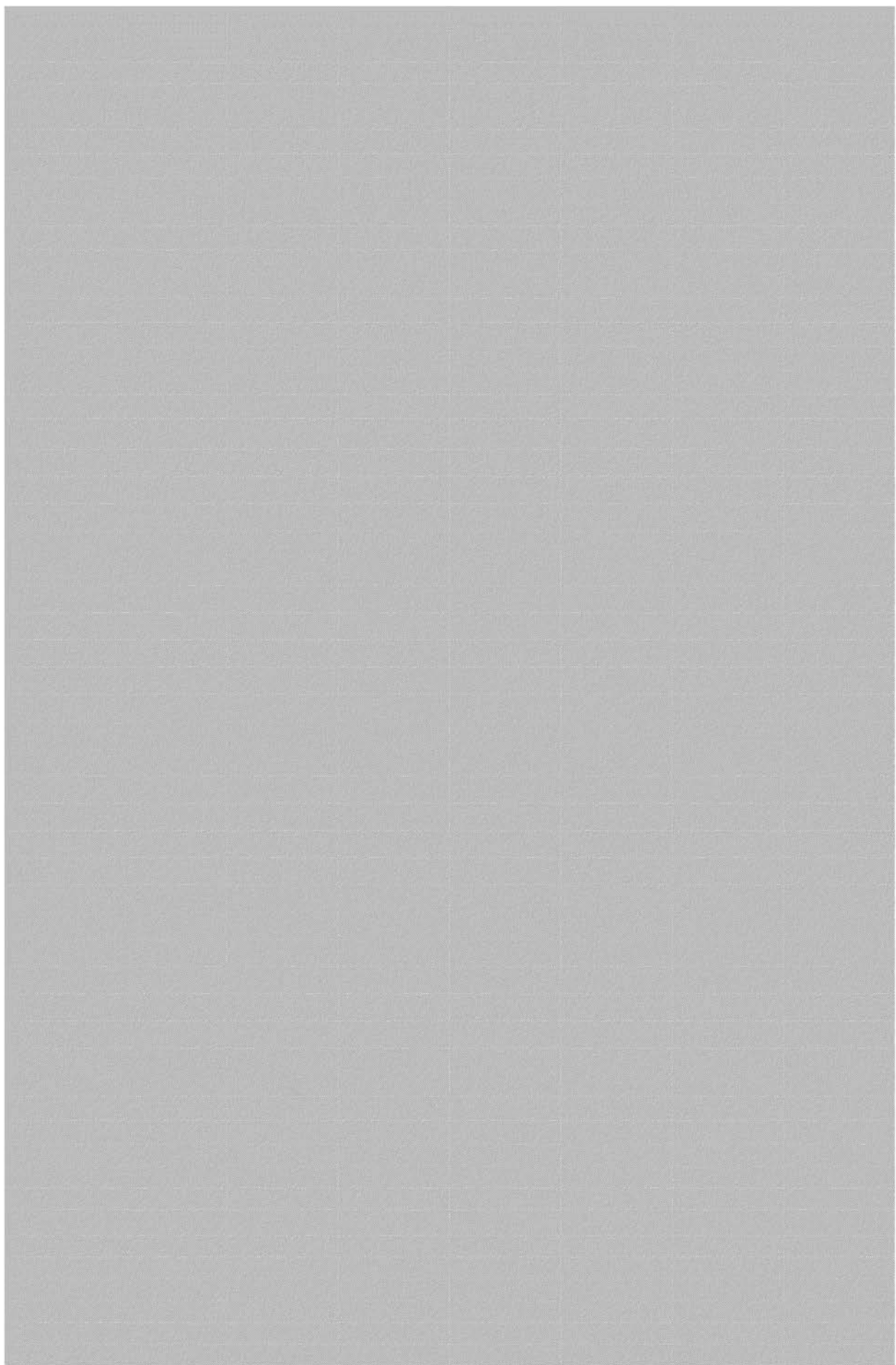




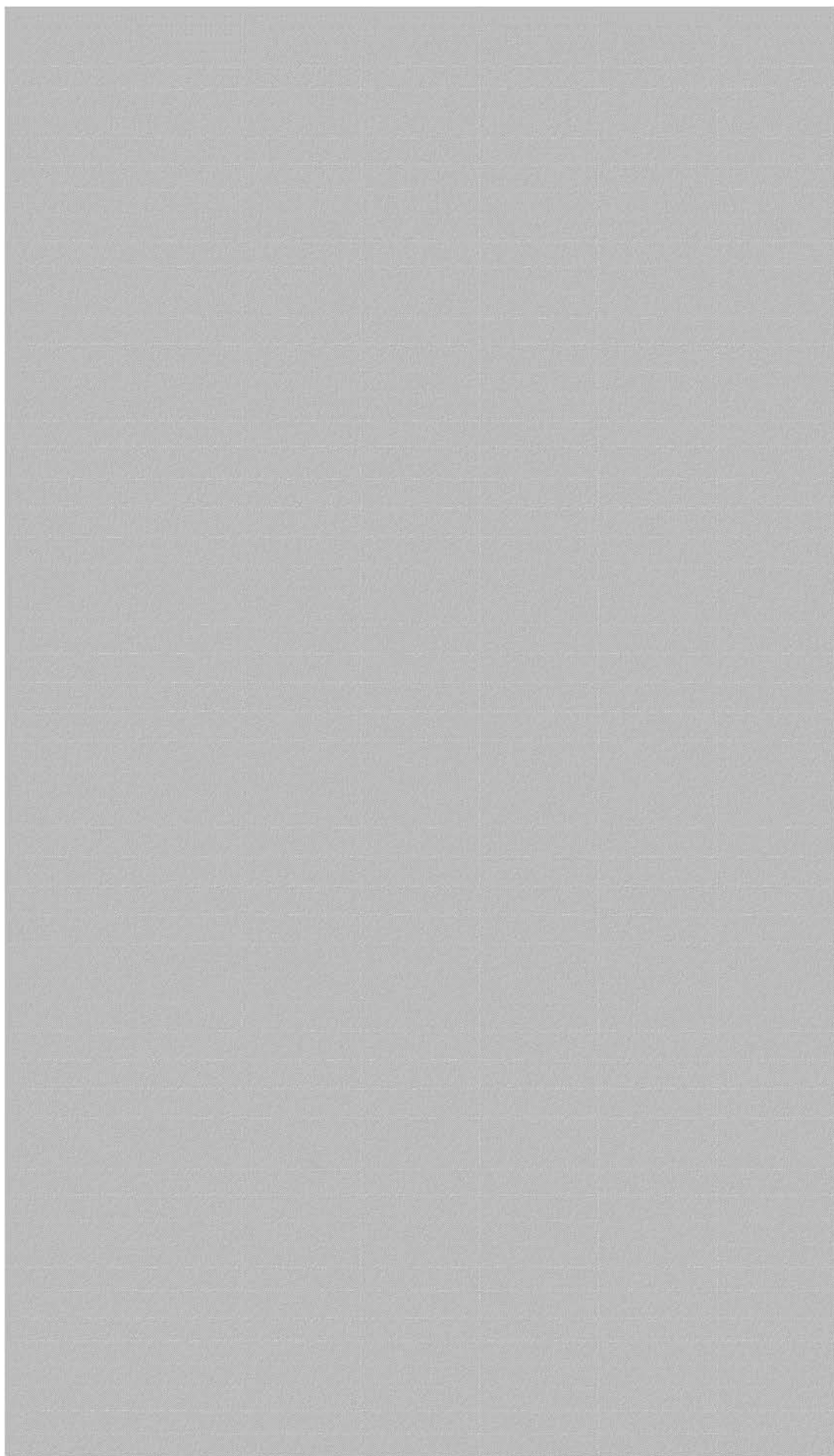












































































SCREEN-ADJUST	CODE	DESCRIPTION
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10	<pre>{ZOOM_TEST} {Let ZM_NRML:@Vlookup(ZM_SCRN;ZM_TABLE;1)} {Let ZM_ALL:@Vlookup(ZM_SCRN;ZM_TABLE;2)} {Set "Window-Custom-Zoom";ZM_NRML}{Quit}</pre>	; Senses screen resolution and sets ; view preferences accordingly
----	--	---

ZOOM_TEST	<pre>{If @Info("Screen-Width")<=640}{Let ZM_SCRN;640}{Return} {If @Info("Screen-Width")<=800}{Let ZM_SCRN;800}{Return} {If @Info("Screen-Width")<=1024}{Let ZM_SCRN;1024}{Return} {Let ZM_SCRN;1280}{Return}</pre>	
-----------	---	--

ZM_SCRN	1280																
ZM_TABLE	<table border="1"> <thead> <tr> <th></th> <th>NORMAL</th> <th>FULL PAGE</th> </tr> </thead> <tbody> <tr> <td>640</td> <td>85</td> <td>32</td> </tr> <tr> <td>800</td> <td>100</td> <td>42</td> </tr> <tr> <td>1024</td> <td>110</td> <td>46</td> </tr> <tr> <td>1280</td> <td>120</td> <td>65</td> </tr> </tbody> </table>		NORMAL	FULL PAGE	640	85	32	800	100	42	1024	110	46	1280	120	65	
	NORMAL	FULL PAGE															
640	85	32															
800	100	42															
1024	110	46															
1280	120	65															

ZOOM FACTOR	CODE	DESCRIPTION
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ZOOM_RTN	{Set "Window-Custom-Zoom";ZM_ALL}{Quit}	; Sets view to display entire page
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ZM_NRML	120
ZM_ALL	65

ZM_RESTORE	{Set "Window-Custom-Zoom";ZM_NRML}{R}{L}{Quit}	; Resets view to normal
------------	--	-------------------------

PRINT SHEET	CODE	DESCRIPTION
-------------	------	-------------

SHT_PRINT	<pre>{Set "Print-Range";SHEET_RANGE}{Set "Print-Footer-Center-Text";""} {Set "Print-Orientation";"Portrait"}{Set "Print-Fit-Page";"Yes"} {Set "Print-Margin-Top";".75"} {Set "Print-Margin-Left";".75"}{Set "Print-Margin-Right";".75"} {Set "Print-Margin-Bottom";".25"} {BACKGRND 0}{Print?}{BACKGRND 2} {Quit}</pre>	; Prints spreadsheet page
-----------	---	---------------------------

BACKGRND	<pre>{Define BCK_COL:V} {Let RNG_NUM;1}{BCK_LOOP}</pre>	; Sets / Resets light yellow background
----------	---	---

BCK_LOOP	<pre>{Let RNG_NAME;"DATA_"&@Right(@String(RNG_NUM+100;0);2)} {If 1-@Isrange(@(@RNG_NAME))}{Return} {Style-Interior BCK_COL;;;+RNG_NAME} {Let RNG_NUM;RNG_NUM+1}{Branch BCK_LOOP}</pre>	
----------	--	--

BCK_COL	2
---------	---

PRINT INFORMATION CODE	DESCRIPTION
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INFO_PRINT	<pre>{Define INFO_TOPIC:V} {Dialog DLG_INFOPRT} {If RES_INFOPRT=0}{Quit} {Set "Print-Footer-Center-Text";"A"} {Set "Print-Centered";"Horizontal"} {Set "Print-Orientation";"Portrait"}{Set "Print-Size";"Fit-All"} {Set "Print-Margin-Top";".5"} {Set "Print-Margin-Left";".5"}{Set "Print-Margin-Right";".5"} {Set "Print-Margin-Bottom";".25"} {Let UPPER_LEFT;@Info("Origin")} {If ANS_INFOPRT=0}{INFO_CURR_PRT} {If ANS_INFOPRT}{Select @Vlookup(INFO_TOPIC;INFO_LIST;1)}</pre>	; Prints Topics from the Information sheet
------------	---	--

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

{Style-Interior 0}
{Print?}
{Style-Interior 2}
{Edit-Goto +UPPER_LEFT}
{Quit}

INFO_CURR_PRT {Select INF_OVER_RANGE}
{Select-Append INF_STEP_RANGE}
{Select-Append INF_TIPS_RANGE}
{Select-Append INF_CONVENTION}
{Select-Append INF_NOTE_RANGE}
{Select-Append INF_ABOU_RANGE}
{Return}

UPPER_LEFT \$D:\$A\$312

INFO_LIST 1INF_OVER_RANGE
2INF_STEP_RANGE
3INF_TIPS_RANGE
4INF_CONVENTION
5INF_NOTE_RANGE
6INF_ABOU_RANGE

INFO_TOPIC 6

DIALOG	InfoPrint					
-2134376448	4	63	62	152	42	""
FONT	8	"Helv"				
8	8	59	10	20	1342242825	"button"
8	21	56	10	21	1342242825	"button"
102	4	40	14	1	1342373889	"button"
102	22	40	14	2	1342373888	"button"
END DIALOG						

SAMPLE DATA	CODE	DESCRIPTION
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SAMPDATA {Let CURR_SCEN;@Scenariolast(@Cellpointer("Filename"))}
{If @Iserr(CURR_SCEN)}{Let CURR_SCEN;"unnamed"}
{If @Exact(CURR_SCEN;"sample")}{Branch SAMP_RESTORE}
{Dialog DLG_SAMPLE1}
{If RES_SAMPLE1=0}{Quit}
{Let PREV_SCEN;CURR_SCEN}
{UPDATE}
{Scenario-Show "sample"}{Calc}{Quit}

SAMP_RESTORE {Dialog DLG_SAMPLE2}
{If RES_SAMPLE2=0}{Quit}
{Scenario-Show PREV_SCEN}{Calc}{Quit}

PREV_SCEN unnamed
CURR_SCEN unnamed

DIALOG	Sample1					
-2134376448	4	51	60	176	58	""
FONT	8	"Helv"				
4	4	113	24	1000	1342177280	"static"
130	4	40	14	1	1342373889	"button"
130	22	40	14	2	1342373888	"button"
4	28	116	26	1001	1342177280	"static"
END DIALOG						

DIALOG	Sample2					
-2134376448	3	50	60	176	42	""
FONT	8	"Helv"				

""	"Select Information to Print"		1
"Current topic"	0		1
"All topics"	0		0
"OK"	0		
"Cancel"	0		



""	"Sample Data"		1
"You can use a se	0		
"OK"	0		
"Cancel"	0		
"currently in this S	0		

""	"Sample Data"		1

4	4	110	24	1000	1342177280	"static"
130	4	40	14	1	1342373889	"button"
130	22	40	14	2	1342373888	"button"
END DIALOG						

KEEP DATA	CODE	DESCRIPTION
KEEPDATA	{If @Count(SCENARIO_LIST)=@Rows(SCENARIO_LIST)-1){Branch K_I; Stores user-data in a scenario {Dialog DLG_KEEPPDATA} {If RES_KEEPPDATA=0}{Quit} {If RES_KEEPPDATA=3}{Branch K_UPDATE} {If RES_KEEPPDATA=4}{Branch K_HELP} {If @Length(@S(ANS_KEEPPDATA))<1}{Alert "To create a scenario, you must enter a scenario name. Press OK to return to the K {If 1-@Iserr(@Scenarioinfo("Creator";@Lower(@Trim(ANS_KEEPPDATA))))}{Branch K_EXISTS} {Scenario-Create @Lower(@Trim(ANS_KEEPPDATA))} {Let RNG_NUM;1}{K_VERSIONS} {Put SCENARIO_LIST;0;@Count(SCENARIO_LIST);ANS_KEEPPDATA} {Scenario-Show @Lower(@Trim(ANS_KEEPPDATA))} {Calc}{Return}}	
K_UPDATE	{CLEAN_LIST}{Dialog DLG_UPDDATA} {If ANS_UPDDATA<0}{Quit} {If RES_UPDDATA=0}{Quit} {Scenario-Delete @Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)))} {Scenario-Create @Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)))} {Let RNG_NUM;1}{UP_EXISTING} {Scenario-Show @Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)))}{Quit}}	
CLEAN_LIST CLEAN_LOOP	{Blank ANS_SWAPDATA} {If ANS_SWAPDATA>@Count(UPDATE_LIST)}{Return} {If 1-@Iserr(@Scenarioinfo("Creator";@Lower(@Trim(@Index(SCENARIO_LIST;0;ANS_SWAPDATA))))){Let ANS_SWAPDATA {Recalc LIST_RNG}{Edit-Copy +LIST_RNG}{Recalc LIST_ADDR}{Edit-Paste +LIST_ADDR} {Branch CLEAN_LOOP}}	
UP_EXISTING	{Let RNG_NAME;"DATA_"&@Right(@String(RNG_NUM+100;0);2)} {If 1-@Isrange(@(@RNG_NAME))}{Return} {Version-Delete +RNG_NAME;@Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)))} {Version-Create +RNG_NAME;@Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)))} {Scenario-Add-Version @Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)));;+RNG_NAME;@Lower(@Trim(@Index(UPDATE_LIST;0;ANS_UPDDATA)))} {Let RNG_NUM;RNG_NUM+1}{Branch UP_EXISTING}}	
K_HELP	{Dialog DLG_KHELP} {Branch KEEPPDATA}	
K_LIMIT	{Alert +"The maximum number of "&@String(@Count(SCENARIO_LIST);0)&" scenarios is in use. You must delete a scenario be {Quit}}	
K_EXISTS	{Alert +"""&@Lower(@Trim(ANS_KEEPPDATA))&"" already exists. Please use another scenario name."}{Branch KEEPPDATA}	
K_VERSIONS	{Let RNG_NAME;"DATA_"&@Right(@String(RNG_NUM+100;0);2)} {If 1-@Isrange(@(@RNG_NAME))}{Return} {Version-Create +RNG_NAME;@Lower(@Trim(ANS_KEEPPDATA))} {Scenario-Add-Version @Lower(@Trim(ANS_KEEPPDATA));;+RNG_NAME;@Lower(@Trim(ANS_KEEPPDATA))} {Let RNG_NUM;RNG_NUM+1}{Branch K_VERSIONS}	
RNG_NUM RNG_NAME	11 DATA_11	

DLG_KEEPPDATA

DIALOG	KeepData					
-2134376448	8	20	32	196	82	""
FONT	8	"Helv"				
4	64	89	12	8001	1350762624	"edit"
148	2	40	14	1	1342373888	"button"
148	34	40	14	2	1342373888	"button"

"Restore the data"	0		
"OK"	0		
"Cancel"	0		



Keep Data dialog box.">{Branch KEEPDATA}

;ANS_SWAPDATA+1){Branch CLEAN_LOOP}

'DATE_LIST;0;ANS_UPDDATA)))))

fore creating a new one.">{

""	"Keep Data"		0
""	0		
"OK"	0		
"Cancel"	0		

148	18	40	14	3	1342373888	"button"
148	52	40	14	4	1342373888	"button"
4	32	128	18	1000	1342177280	"static"
4	2	130	24	1001	1342177280	"static"
4	54	114	10	1002	1342177280	"static"
END DIALOG						

DLG_UPDDATA

DIALOG	Update					
-2134376448	4	54	36	198	88	""
FONT	8	"Helv"				
4	36	104	48	9001	1352728577	"listbox"
4	4	113	24	1000	1342177280	"static"
150	6	40	14	1	1342373888	"button"
150	22	40	14	2	1342373888	"button"
END DIALOG						

DLG_KHELP

DIALOG	KHELP					
-2134376448	2	21	32	196	50	""
FONT	8	"Helv"				
148	2	40	14	1	1342373888	"button"
4	2	139	42	1001	1342177280	"static"
END DIALOG						

SWAP DATA	CODE	DESCRIPTION
-----------	------	-------------

SWAPDATA

```
{CLEAN_LIST}{Dialog DLG_SWAPDATA}
; Switches to a scenario selected by the user
{If ANS_SWAPDATA<0}{Quit}
{If RES_SWAPDATA=0}{Quit}
{If RES_SWAPDATA=3}{Branch DEL_SCENARIO}
{Let CURR_SCEN;@Scenariolast(@Cellpointer("Filename"))}
{If @Iserr(CURR_SCEN)}{Let CURR_SCEN;"unnamed"}
{If CURR_SCEN<>"unnamed"}{UPDATE}
{If CURR_SCEN="unnamed"}{UPDUN}
{Scenario-Show @Lower(@Trim(@Index(SCENARIO_LIST;0;ANS_SWAPDATA)))}
{If @Scenariolast(@Cellpointer("Filename"))<>"-blank-"}{Quit}
{Scenario-Delete "unnamed"}{Scenario-Create "unnamed"}
{Let RNG_NUM;1}{UP_UNNAMED}{Scenario-Show "unnamed"}{Calc}{Quit}
```

UPDUN

```
{Dialog DLG_UPDUN}
{If RES_UPDUN=3}{Quit}
{If RES_UPDUN=1}{KEEPDATA}
{Let RES;1}{Return}
```

UP_UNNAMED

```
{Let RNG_NAME;"DATA_"&@Right(@String(RNG_NUM+100;0);2)}
{If 1-@Isrange(@(@RNG_NAME))}{Return}
{Version-Delete +RNG_NAME;"unnamed"}
{Version-Create +RNG_NAME;"unnamed"}
{Scenario-Add-Version "unnamed";"+RNG_NAME;"unnamed"}
{Let RNG_NUM;RNG_NUM+1}{Branch UP_UNNAMED}
```

LIST_RNG LIST_ADDR RES

```
@COORD(@CELL("Sheet",SCENARIO_LIST),@CELL("Col",SCENARIO_LIST),@CELL("Row",SCENARIO_LIST)+ANS_SWAF
@COORD(@CELL("Sheet",SCENARIO_LIST),@CELL("Col",SCENARIO_LIST),@CELL("Row",SCENARIO_LIST)+ANS_SWAF
1
```

DEL_SCENARIO

```
{If ANS_SWAPDATA<1}{Alert "The scenario named ""-Blank-"" cannot be deleted. This scenario is used to clear data from the Sr
{Alert +"Delete ""&@Index(SCENARIO_LIST;0;ANS_SWAPDATA)&"" scenario?";2;"Stop",RES}{If 1-RES}{Quit}
{Scenario-Delete @Lower(@Trim(@Index(SCENARIO_LIST;0;ANS_SWAPDATA)))}
{Let RNG_NUM;1}{D_VERSIONS}
{If ANS_SWAPDATA=@Count(SCENARIO_LIST)-1}{Recalc LIST_ADDR}{Blank +LIST_ADDR}{Quit}
{Recalc LIST_RNG}{Edit-Copy +LIST_RNG}
{Recalc LIST_ADDR}{Edit-Paste +LIST_ADDR}
{Quit}
```

D_VERSIONS

```
{Let RNG_NAME;"DATA_"&@Right(@String(RNG_NUM+100;0);2)}
```

"Update..."	0		
"Help"	0		
"You can create a	0		
"This SmartMaster	0		
"Enter a name for	0		

""	"Update"		0
""	0 UPDATE LIST		
"Select the scena	0		
"OK"	0		
"Cancel"	0		

""	"Keep Data Help"		1
"OK"	0		
For more informati	0		



'DATA+1,8)&".."&@COORD(@CELL("Sheet",SCENARIO_LIST),@CELL("Col",SCENARIO_LIST),@CELL("Row",SCENARIO_LIST)+@COUNT(SCENARIO_LIST),8); C:B256..

'DATA,8); C:B255

nartMaster and create a blank, unnamed scenario."}{Branch SWAPDATA}

-2134376448	5	53	36	198	88	""
FONT	8	"Helv"				
4	26	108	58	9001	1352728577	"listbox"
4	4	124	18	1000	1342177280	"static"
150	6	40	14	1	1342373889	"button"
150	22	40	14	2	1342373888	"button"
150	42	40	14	3	1342373888	"button"
END DIALOG						

DLG_UPDSC

DIALOG	Update1					
-2134376448	4	69	49	180	58	""
FONT	8	"Helv"				
4	5	126	44	1000	1342177280	"static"
135	2	40	14	1	1342373889	"button"
135	18	40	14	2	1342373888	"button"
135	39	40	14	3	1342373888	"button"
END DIALOG						

DLG_UPDUN

DIALOG	unnamed					
-2134376448	4	78	60	137	58	""
FONT	8	"Helv"				
7	3	79	27	1000	1342177280	"static"
92	2	40	14	1	1342373889	"button"
92	18	40	14	2	1342373888	"button"
92	39	40	14	3	1342373888	"button"
END DIALOG						

SHOW MACROS	CODE	DESCRIPTION
MACRO_SHOW	{Show-Sheets MACROS:A1} {Edit-Goto MACROS:A1}{Quit}	; Show / Hide this Macros sheet

MACRO_HIDE	{Home}{Hide-Sheets MACROS:A1} {Edit-Goto INFORMATION:A1}{Quit}
------------	---

SHOW NOTES FIELDSCODE	DESCRIPTION
NOTES_SHOW	{Show-Sheets MACROS:A1} {Edit-Goto NOTES_FIELDS} {Edit-Goto "NOTES FIELDS"}{Quit}

PRINT MACROS	CODE	DESCRIPTION
MACRO_PRINT	{Dialog DLG_MACPRINT} {If RES_MACROPRT=0}{Quit} {If ANS_MACROPRT1}{Set "Print-Range";MACROS_RANGE}{Set "Print-Orientation";"Landscape"} {If ANS_MACROPRT2}{Set "Print-Range";NOTES_FIELDS}{Set "Print-Orientation";"Portrait"} {If ANS_MACROPRT3}{Set "Print-Range";RN_TABLE_RANGE}{Set "Print-Orientation";"Portrait"} {Set "Print-Centered";"Horizontal"} {Set "Print-Footer-Center-Text";"A"} {Set "Print-Size";"Fit-Columns"} {Set "Print-Margin-Top";".5"} {Set "Print-Margin-Left";".5"}{Set "Print-Margin-Right";".5"} {Set "Print-Margin-Bottom";".25"} {Print?} {Quit}	; Print sections of the macro sheet

DLG_MACPRINT

DIALOG	MacPrint					
-2134376448	5	66	62	152	42	""
FONT	8	"Helv"				
8	4	59	10	20	1342242825	"button"
8	15	72	10	21	1342242825	"button"
8	26	84	10	22	1342242825	"button"
102	4	40	14	1	1342373889	"button"
102	22	40	14	2	1342373888	"button"
END DIALOG						

""	"Swap Data"		1
""	0 SCENARIO_LIST		1
"Select the scena	0		
"OK"	0		
"Cancel"	0		
"Delete"	0		

RES_SWAPDATA

ANS_SWAPDATA

""	"Update Scenario"		0
The scenario nam	0		
"Yes"	0		
"No"	0		
"Cancel"	0		

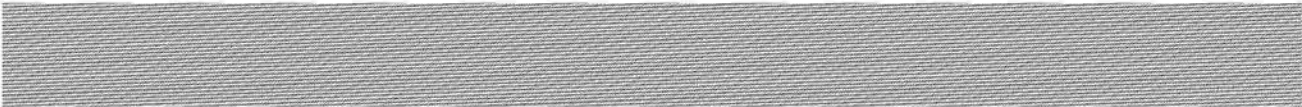
""	"Update Scenario"		0
"The current scen	0		
"Yes"	0		
"No"	0		
"Cancel"	0		



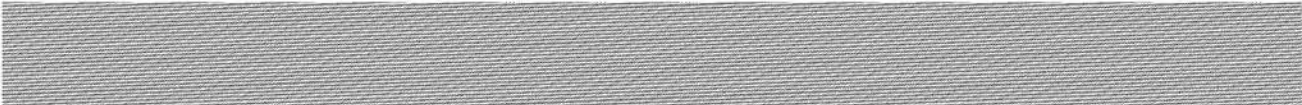
""	"Select Information to Print"		1
"Macros"	0		0
"Notes Fields"	0		0
"Range Name Tab	0		1
"OK"	0		
"Cancel"	0		

END OF MACROS

NOTES FIELDS



Num User Scenarios	1
Current Scenario	@SCENARIOLAST(@CELLPOINTER("filename")); ERR
Invoice Number	18-096
Invoice Date	43101
Sales Rep	0
Sold To	#REF!
Number Items	1
Tax	0
Freight	0
Total	0



ANS_INFOPRT	C:L89..C:L89
ANS_KEEPPDATA	C:L184..C:L184
ANS_MACROPRT1	C:L370..C:L370
ANS_MACROPRT2	C:L371..C:L371
ANS_MACROPRT3	C:L372..C:L372
ANS_SWAPDATA	C:L315..C:L315
ANS_UPDDATA	C:L197..C:L197
BACKGRND	C:B38..C:B38
BCK_COL	C:B46..C:B46
BCK_LOOP	C:B41..C:B41
CLEAN_LIST	C:B151..C:B151
CLEAN_LOOP	C:B152..C:B152
CURR_SCEN	C:B110..C:B110
DATA_01	B:B2..B:B5
DATA_02	B:E4..B:E5
DATA_03	B:B7..B:B10
DATA_04	B:B13..B:B16
DATA_05	B:I7..B:I15
DATA_06	B:B19..B:C32
DATA_07	B:H19..B:H32
DATA_08	B:C38..B:C39
DATA_09	B:I34..B:I35
DATA_10	B:F38..B:F41
DEL_SCENARIO	C:B240..C:B240
DLG_INFOPRT	C:B86..C:B86
DLG_KEEPPDATA	C:B181..C:B181
DLG_KHELP	C:B203..C:B203
DLG_MACPRINT	C:B367..C:B367
DLG_PERSONAL	C:B380..C:B380
DLG_SAMPLE1	C:B112..C:B112
DLG_SAMPLE2	C:B121..C:B121
DLG_SWAPDATA	C:B312..C:B312
DLG_UPDDATA	C:B194..C:B194
DLG_UPDSC	C:B322..C:B322
DLG_UPDUN	C:B331..C:B331
D_VERSIONS	C:B249..C:B249

FRM_UPDSC	C:I325..C:I325
INFORMATION	D:A1..D:A1
INFO_ABOUT	D:A333..D:A333
INFO_CONVENTION	D:A227..D:A227
INFO_CURR_PRT	C:B67..C:B67
INFO_LIST	C:B77..C:C82
INFO_NOTESFX	D:A285..D:A285
INFO_OVERVIEW	D:A60..D:A60
INFO_PRINT	C:B49..C:B49
INFO_STEPS	D:A107..D:A107
INFO_TIPS	D:A168..D:A168
INFO_TOPIC	C:B84..C:B84
INF_ABOU_RANGE	D:B335..D:H347
INF_CONVENTION	D:B232..D:H243
INF_NOTE_RANGE	D:B287..D:H297
INF_OVER_RANGE	D:B62..D:H67
INF_STEP_RANGE	D:B109..D:H129
INF_TIPS_RANGE	D:B170..D:H186
INVOICE	B:A1..B:A1
KEEPDATA	C:B130..C:B130
K_EXISTS	C:B170..C:B170
K_HELP	C:B164..C:B164
K_LIMIT	C:B167..C:B167
K_UPDATE	C:B143..C:B143
K_VERSIONS	C:B172..C:B172
LIST_ADDR	C:B237..C:B237
LIST_RNG	C:B236..C:B236
MACROS	C:A1..C:A1
MACROS_RANGE	C:A3..C:L397
MACRO_HIDE	C:B344..C:B344
MACRO_PRINT	C:B353..C:B353
MACRO_SHOW	C:B341..C:B341
NOTES_FIELDS	C:A435..C:B444
NOTES_FIELDS	C:A433..C:A433
NOTES_SHOW	C:B348..C:B348
NO_UPDATE	C:B310..C:B310
PERSONALIZE	C:B378..C:B378
PREV_SCEN	C:B109..C:B109
RES	C:B238..C:B238
RES_INFOPRT	C:L87..C:L87
RES_KEEPDATA	C:L182..C:L182
RES_MACROPRT	C:L368..C:L368
RES_SAMPLE1	C:L113..C:L113
RES_SAMPLE2	C:L122..C:L122
RES_SWAPDATA	C:L313..C:L313
RES_UPDDATA	C:L195..C:L195
RES_UPDSC	C:L323..C:L323
RES_UPDUN	C:L332..C:L332
RNG_NAME	C:B179..C:B179
RNG_NUM	C:B178..C:B178
RN_TABLE	C:A482..C:A482
RN_TABLE_RANGE	C:A483..C:B592
SAMPDATA	C:B96..C:B96
SAMP_RESTORE	C:B105..C:B105
SCENARIO_LIST	C:B254..C:B287
SHEET_RANGE	B:B2..B:I42
SHT_PRINT	C:B30..C:B30
SUBTOTAL	B:I33..B:I33
SWAPDATA	C:B211..C:B211
TABLE_CONTENT	A:A1..A:A1
UPDATE	C:B289..C:B289
UPDATE_LIST	C:B255..C:B287
UPDATE_LOOP	C:B304..C:B304
UPDATE_POST	C:B303..C:B303
UPDATE_TEST	C:B298..C:B298
UPDUN	C:B224..C:B224
UPPER_LEFT	C:B75..C:B75
UP_EXISTING	C:B157..C:B157
UP_UNNAMED	C:B229..C:B229
ZM_ALL	C:B25..C:B25
ZM_NRML	C:B24..C:B24

ZM_RESTORE	C:B27..C:B27
ZM_SCRN	C:B14..C:B14
ZM_TABLE	C:B16..C:D19
ZOOM_RTN	C:B22..C:B22
ZOOM_TEST	C:B9..C:B9
\0	C:B4..C:B4

Information

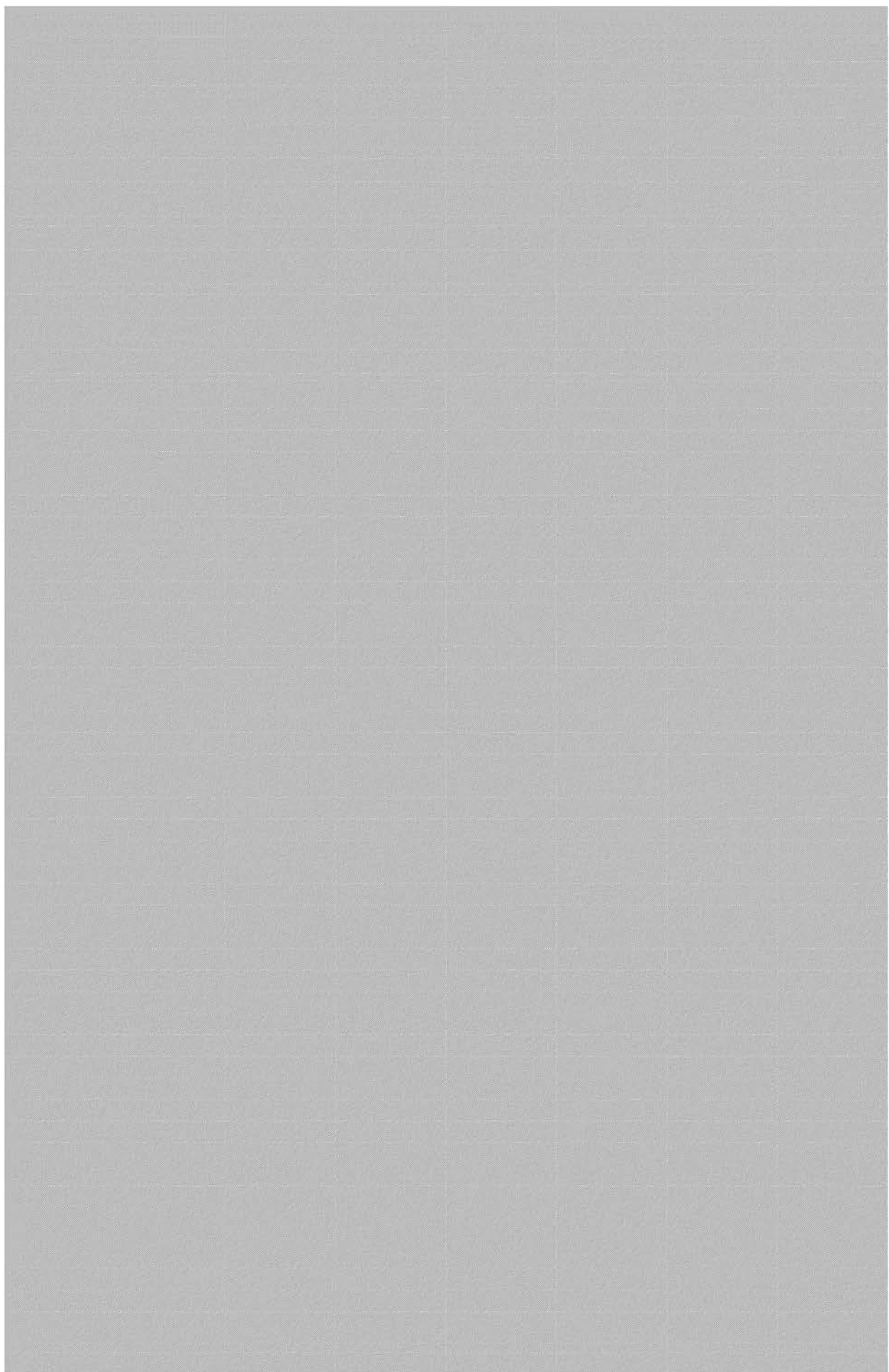
Index

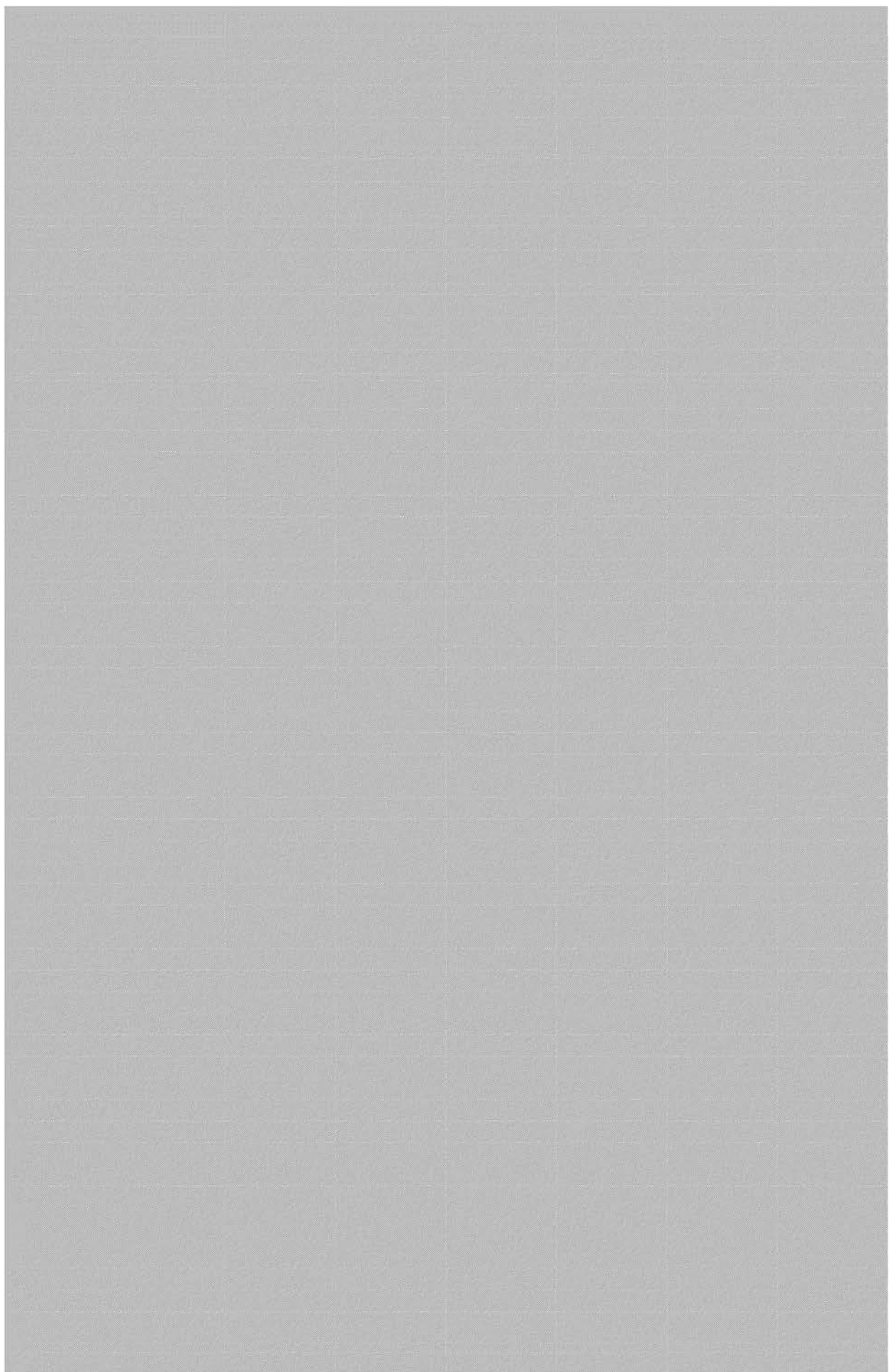
Click a button to go to a subject.

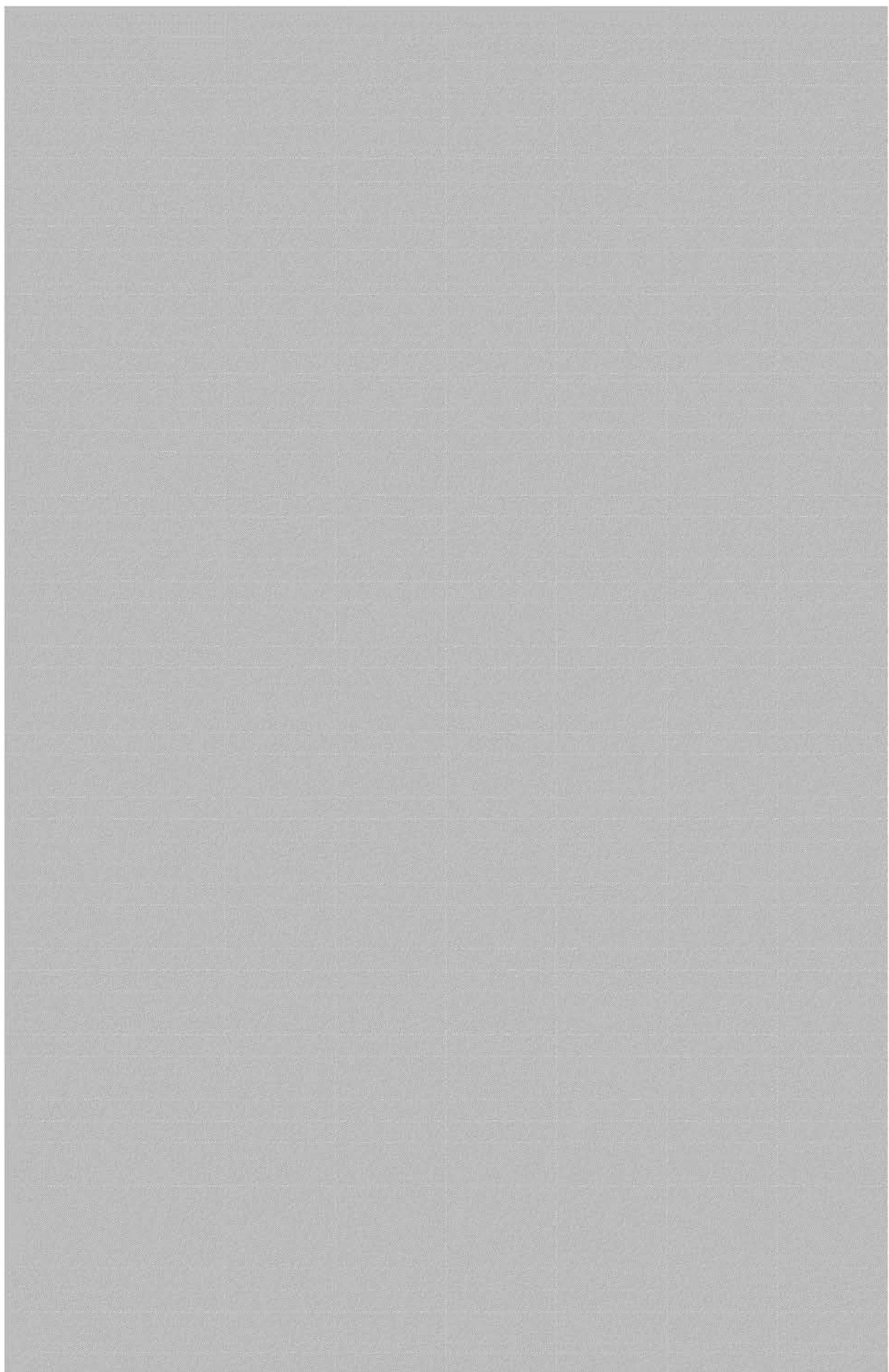
Subject	Description
Overview	General information about this SmartMaster.
Steps	Procedures to use this SmartMaster.
Tips	Helpful hints for using this SmartMaster.
Conventions	Details on conventions used in this SmartMaster.
Notes/FX Enabling	Description of Notes/FX and available fields.
Macros	Individual macro commands and their descriptions used in this SmartMaster.
About	Information about the developer of this SmartMaster.

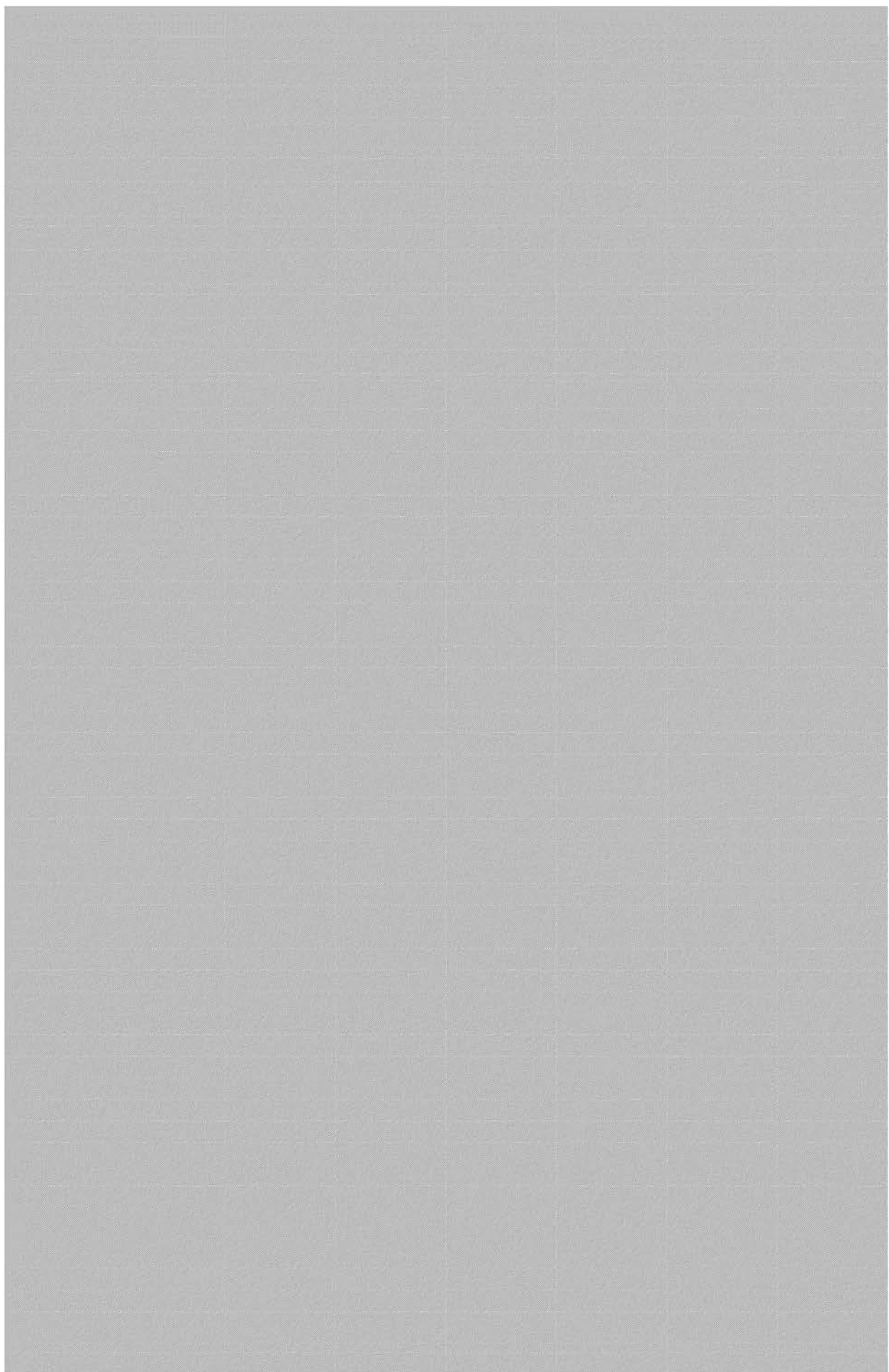
Overview: Invoice SmartMaster

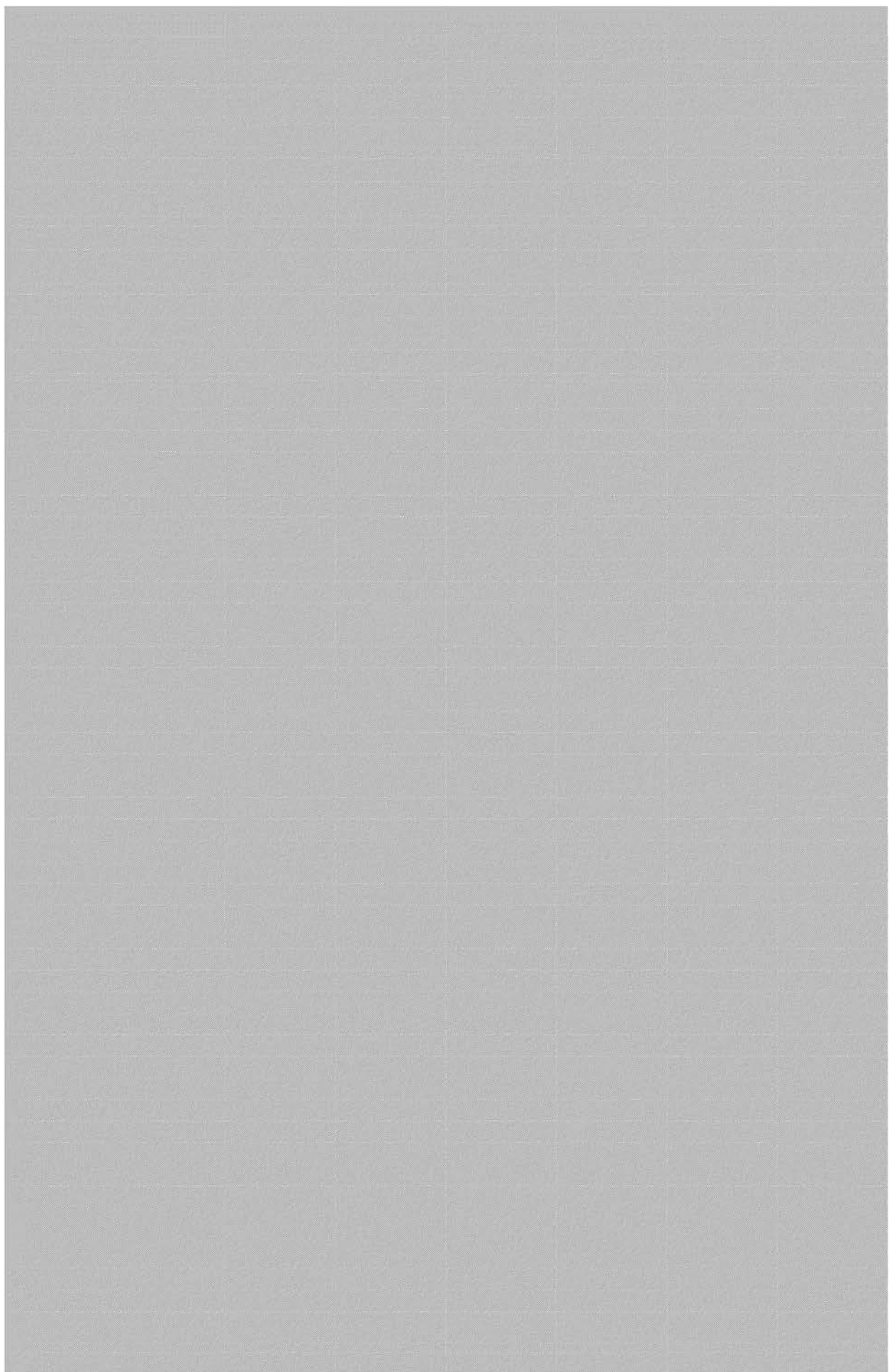
the Invoice SmartMaster you can keep track of all goods shipped

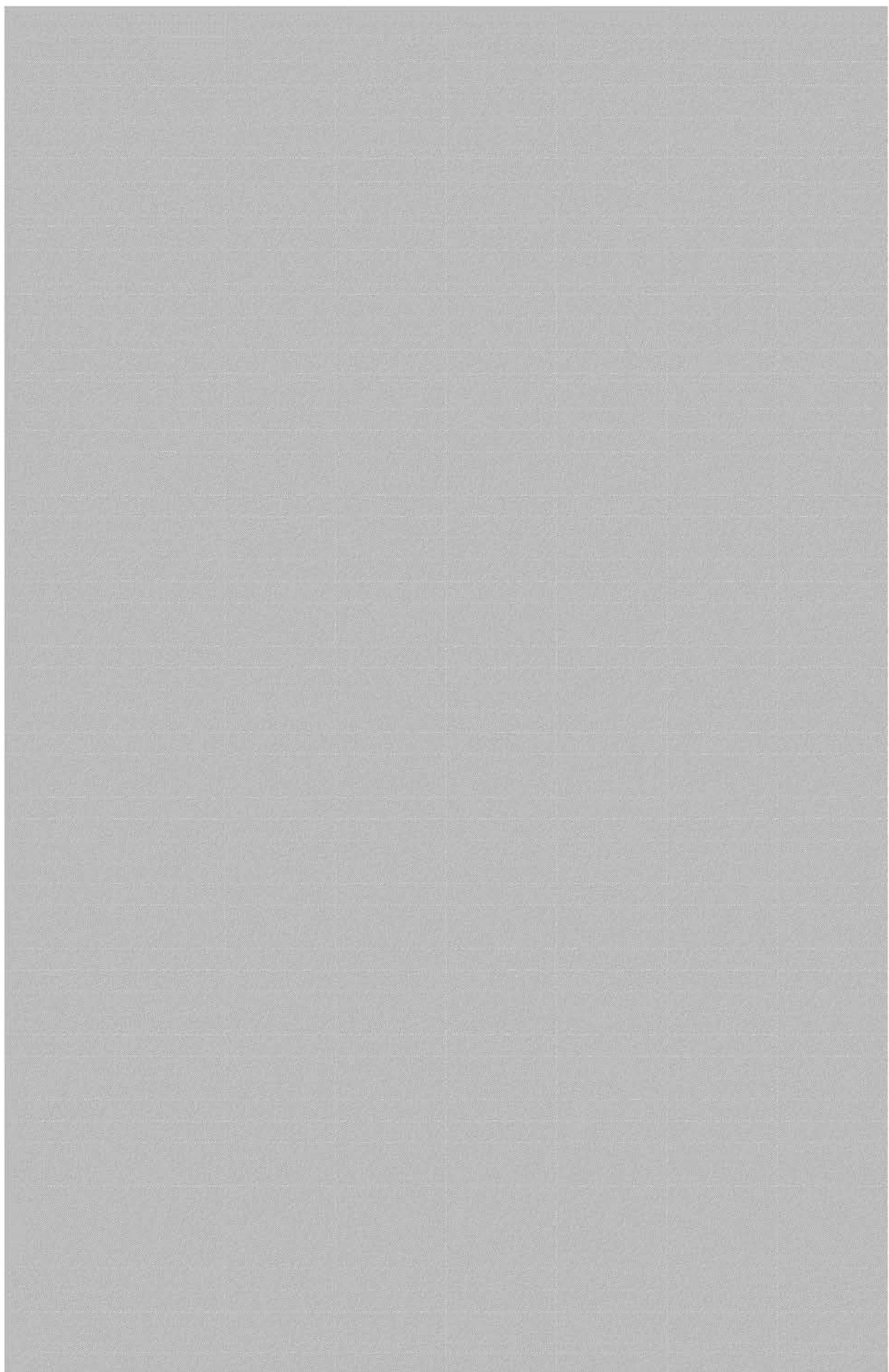


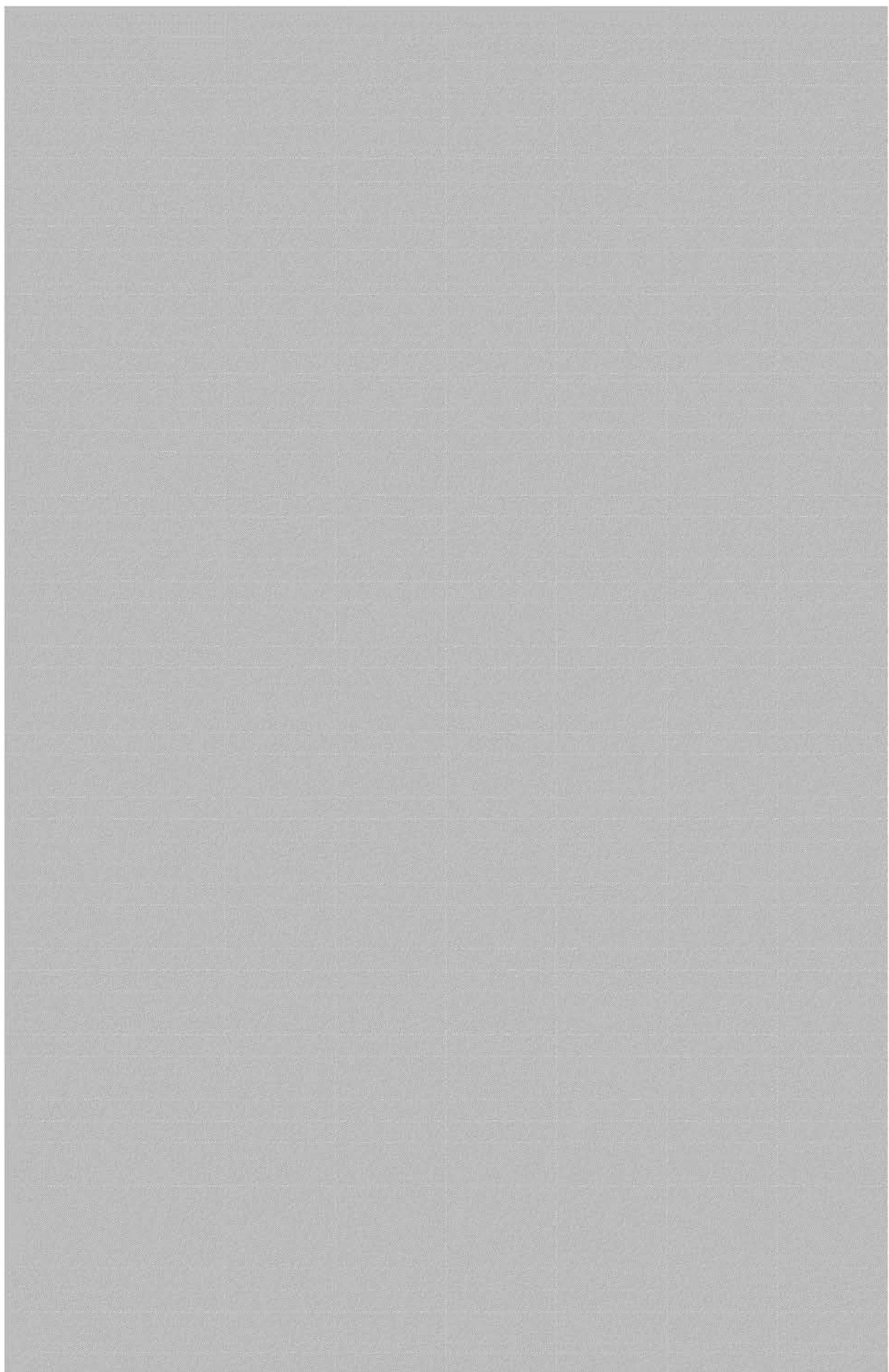


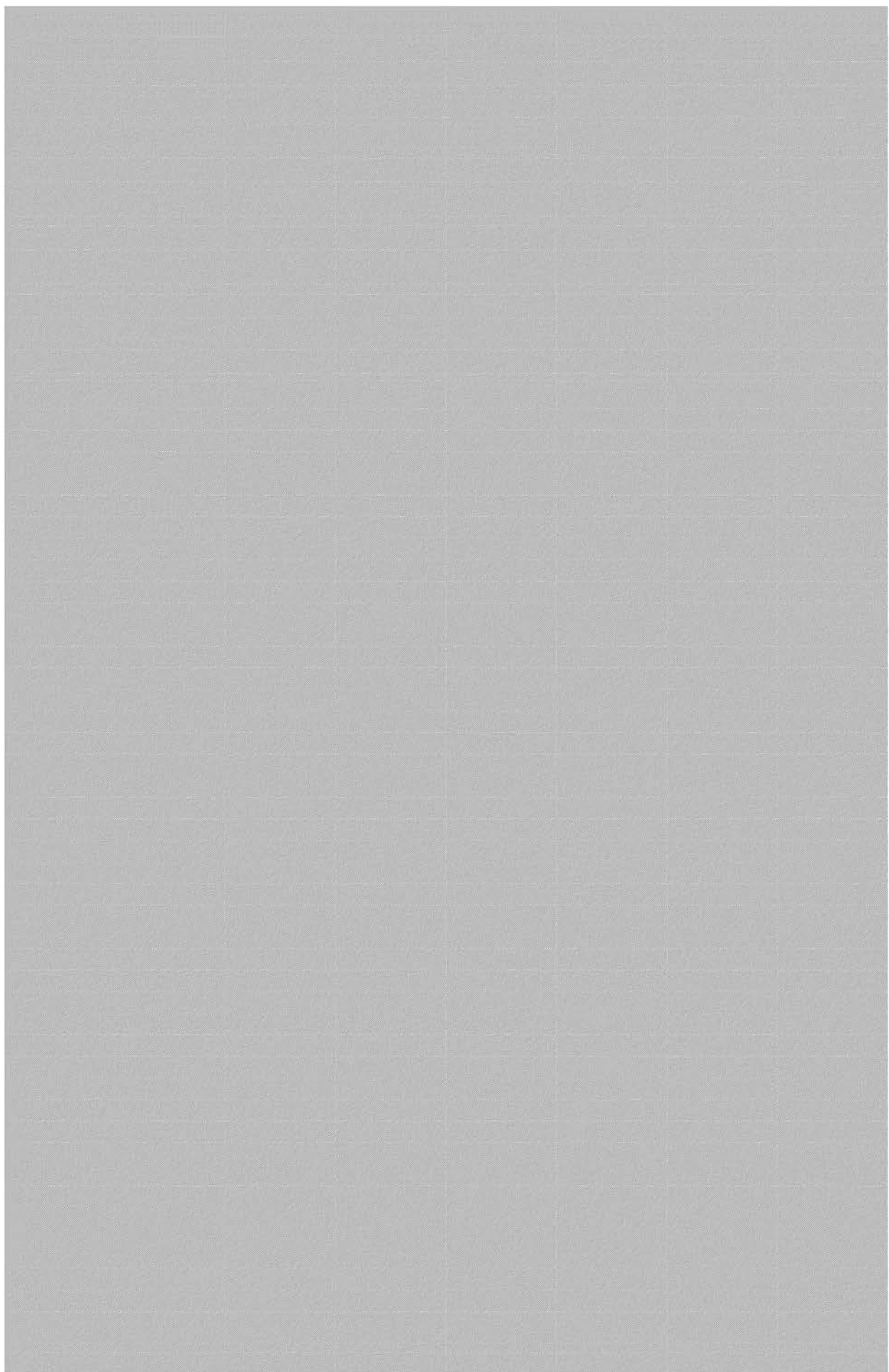


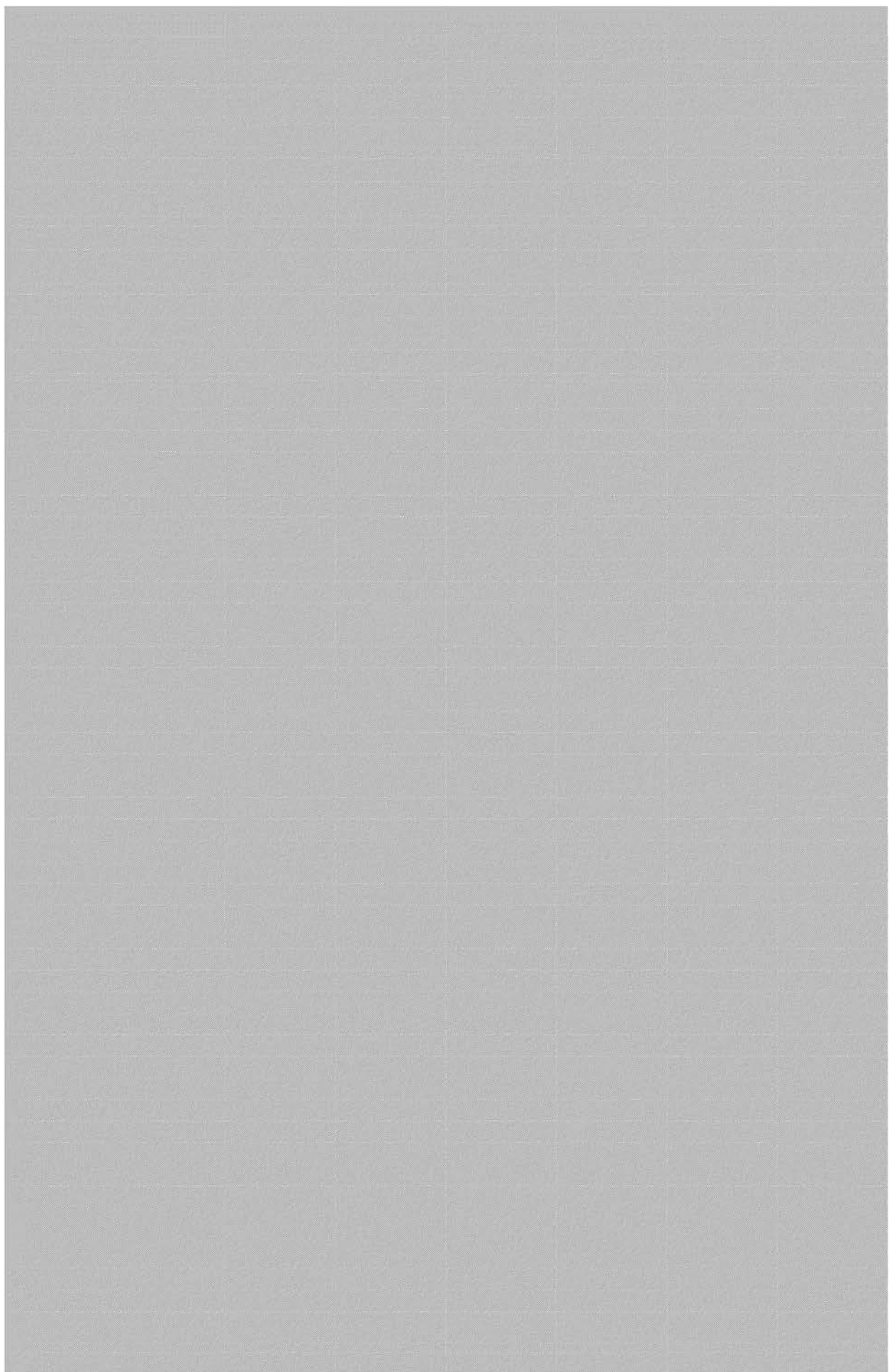


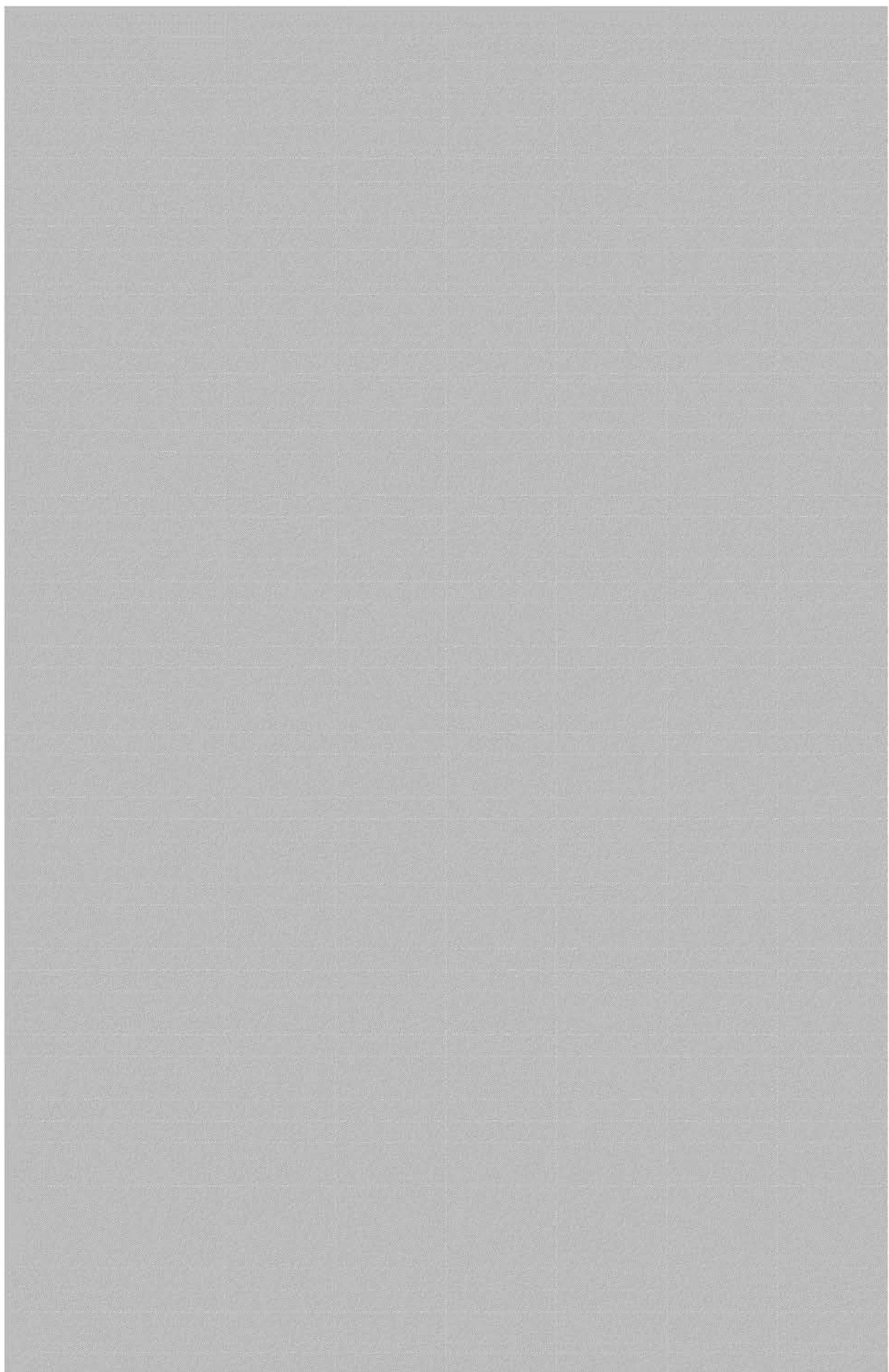


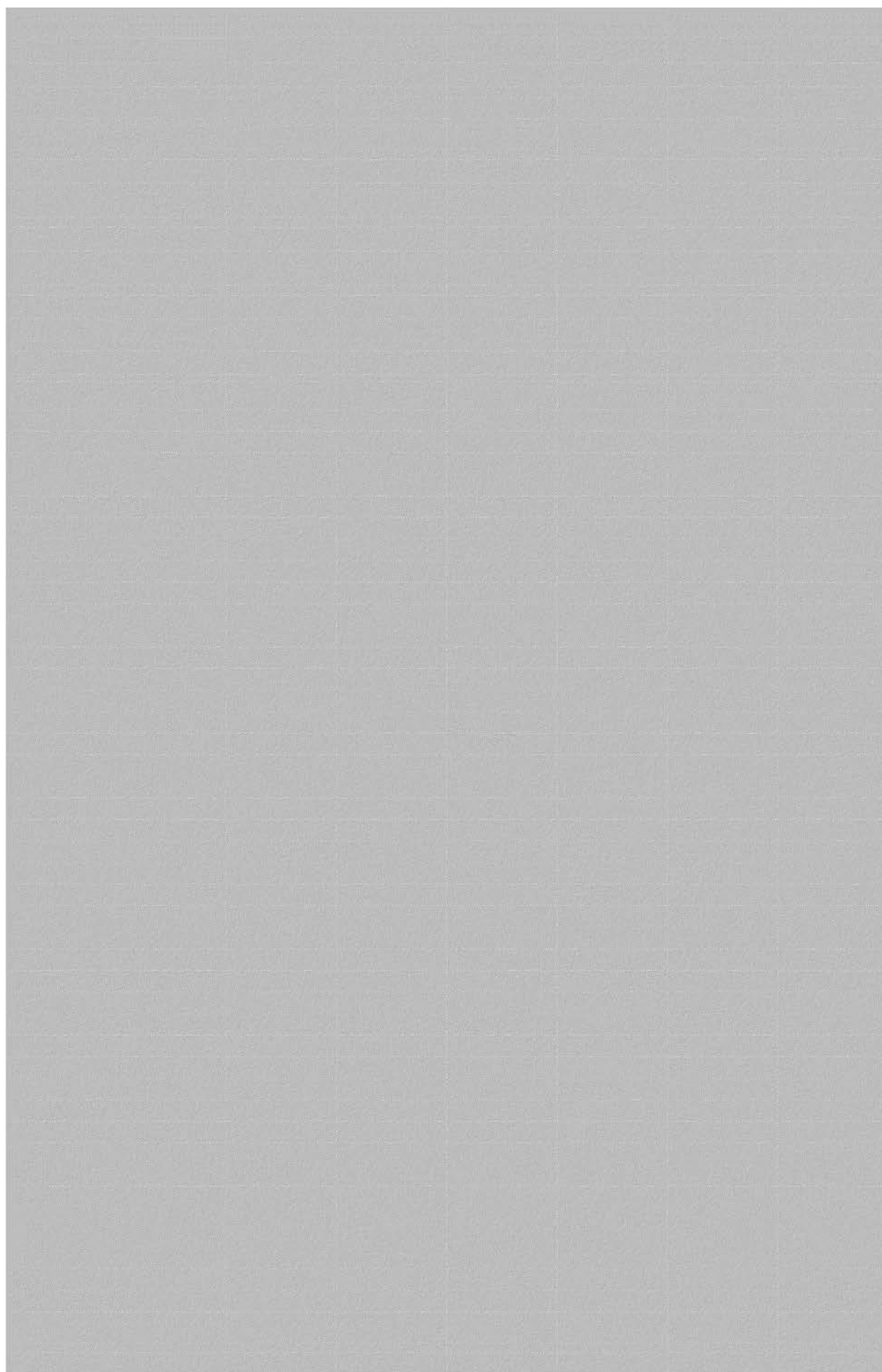


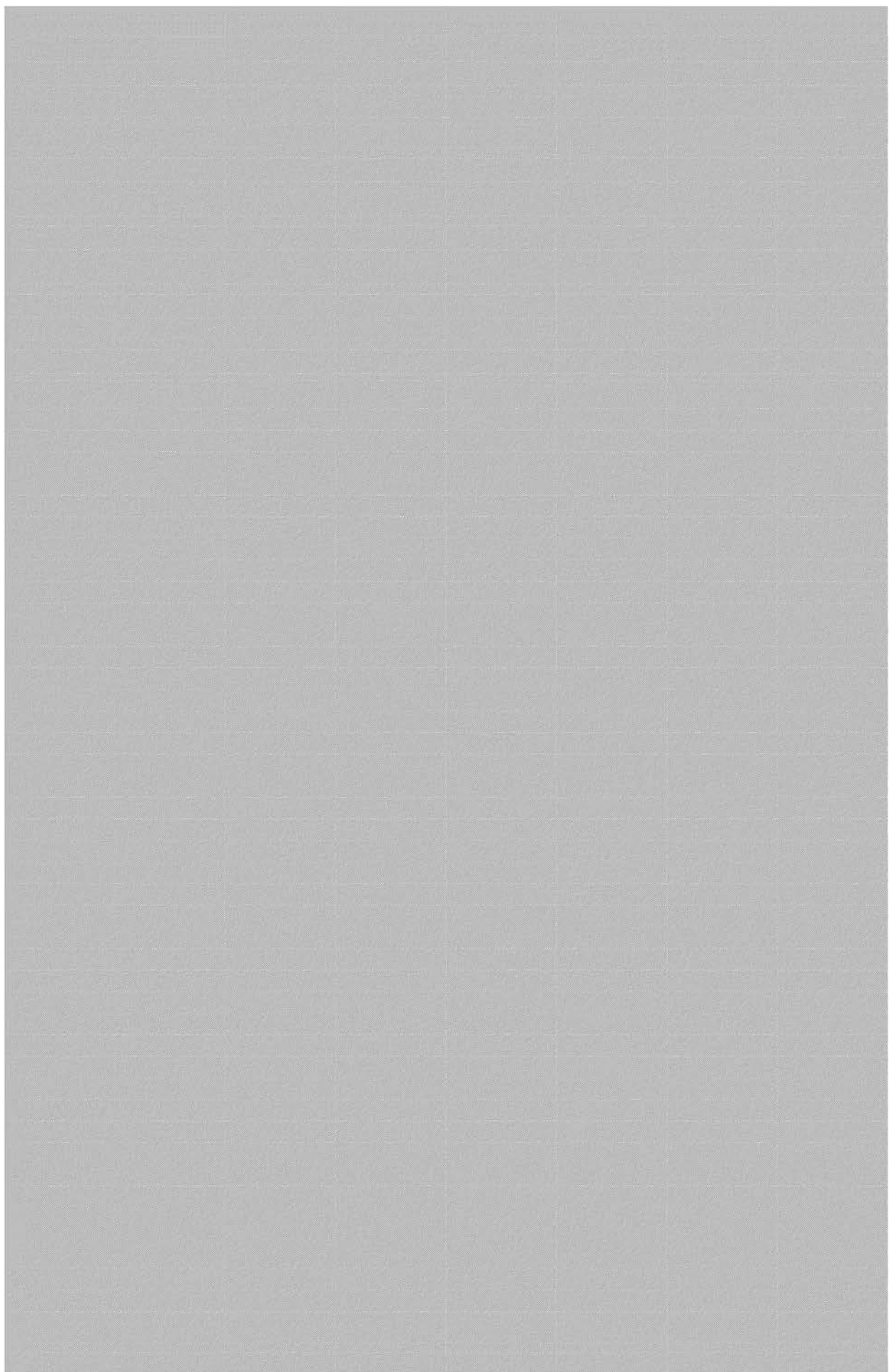


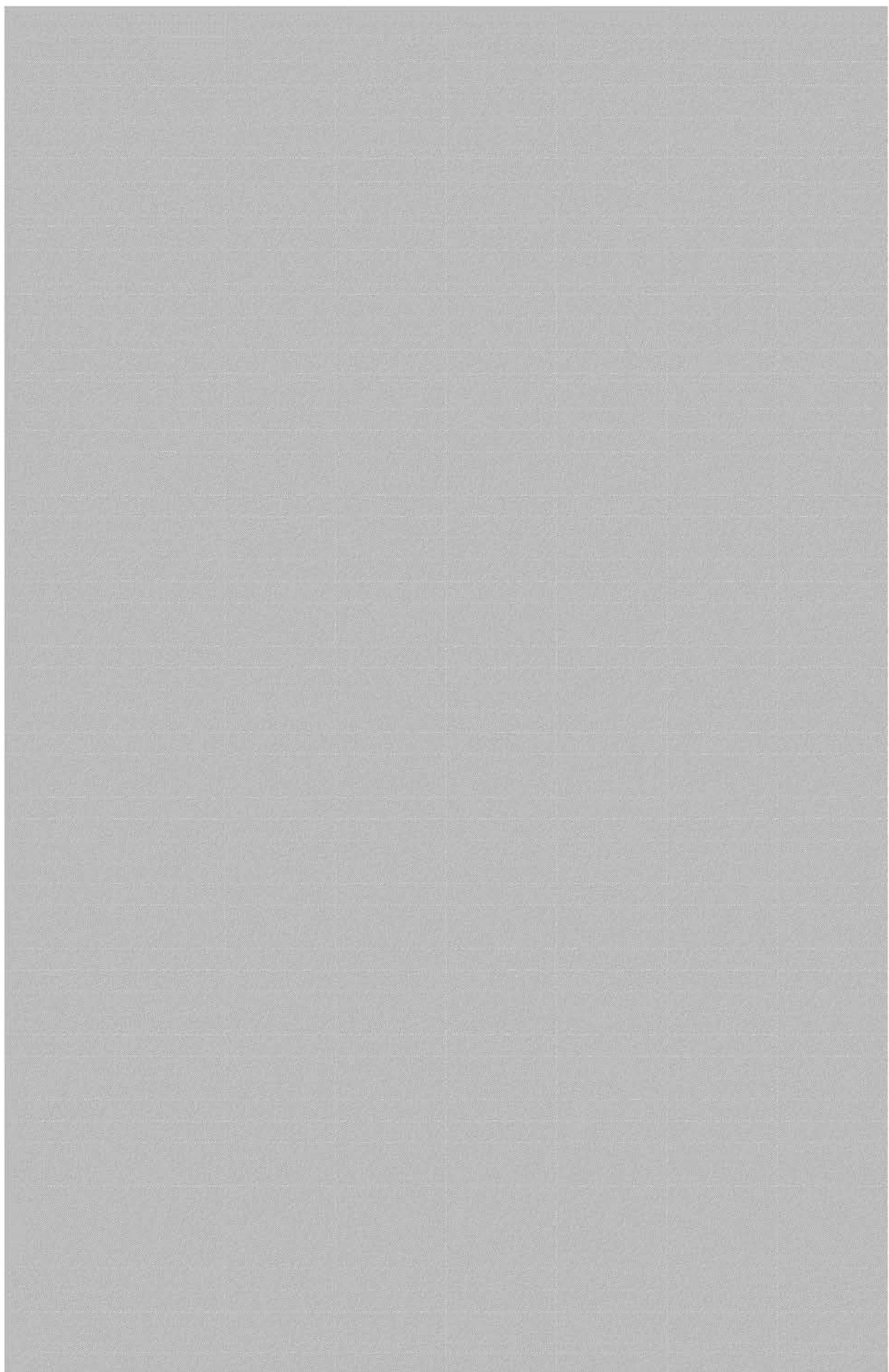


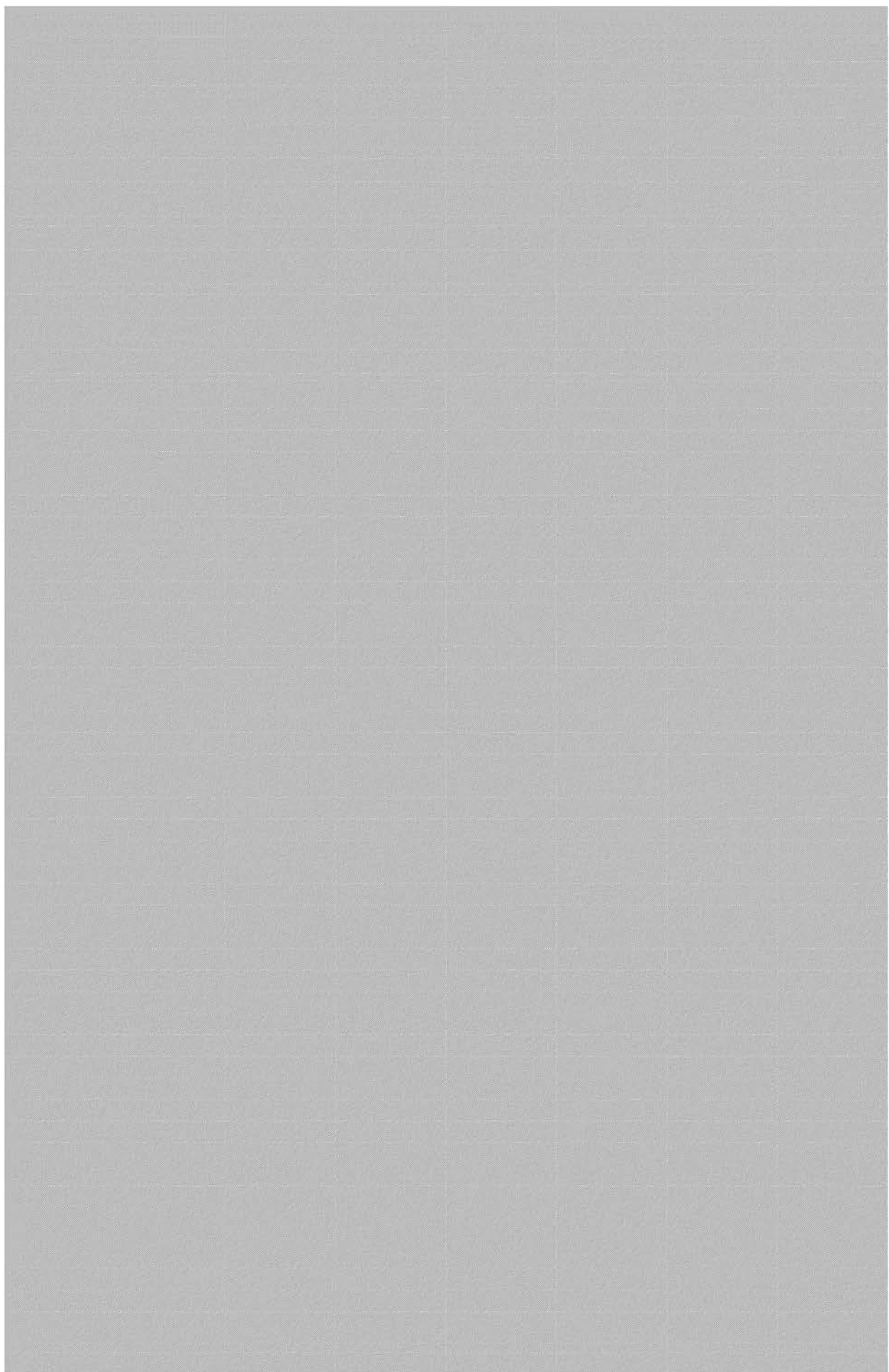


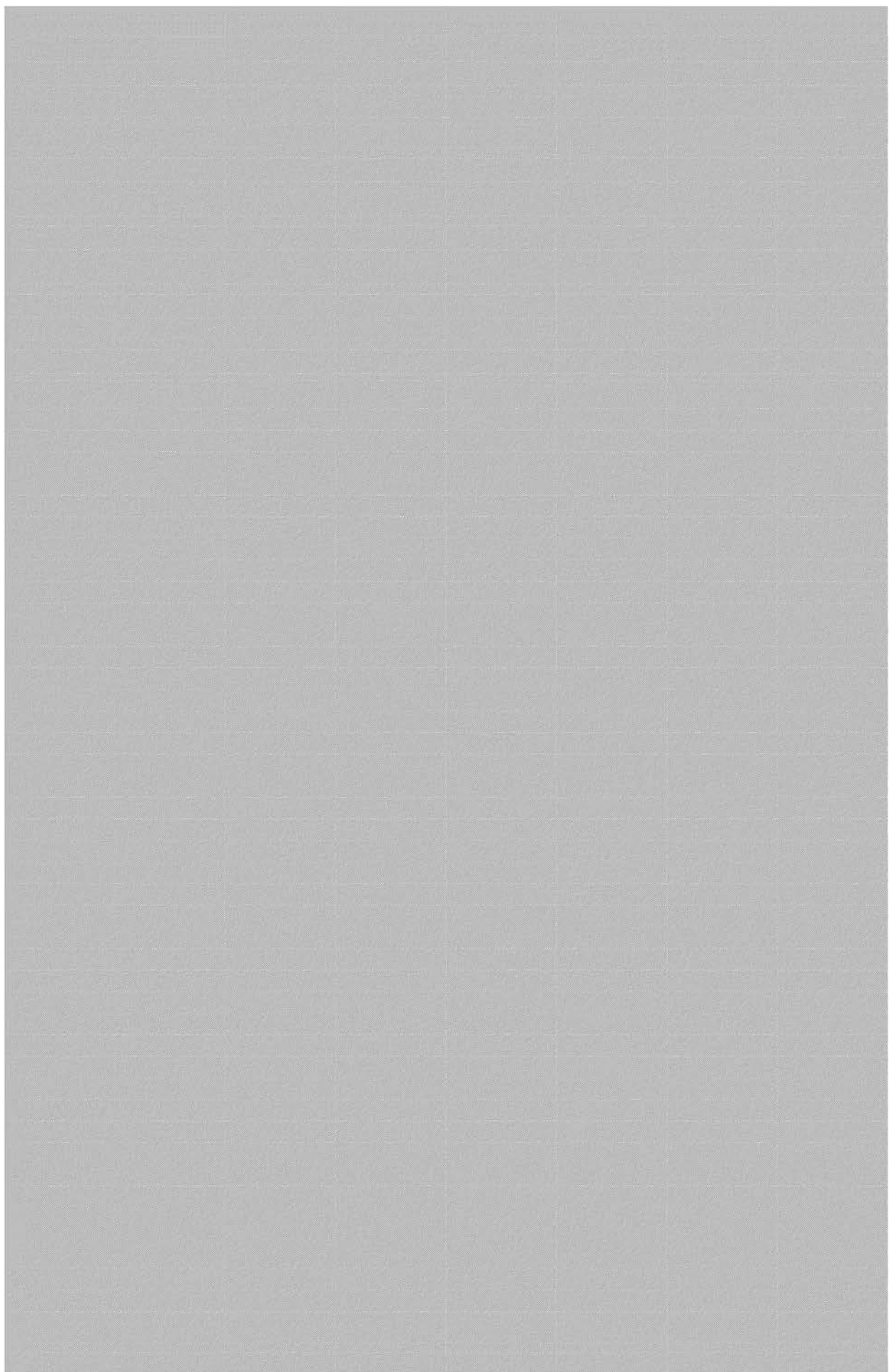


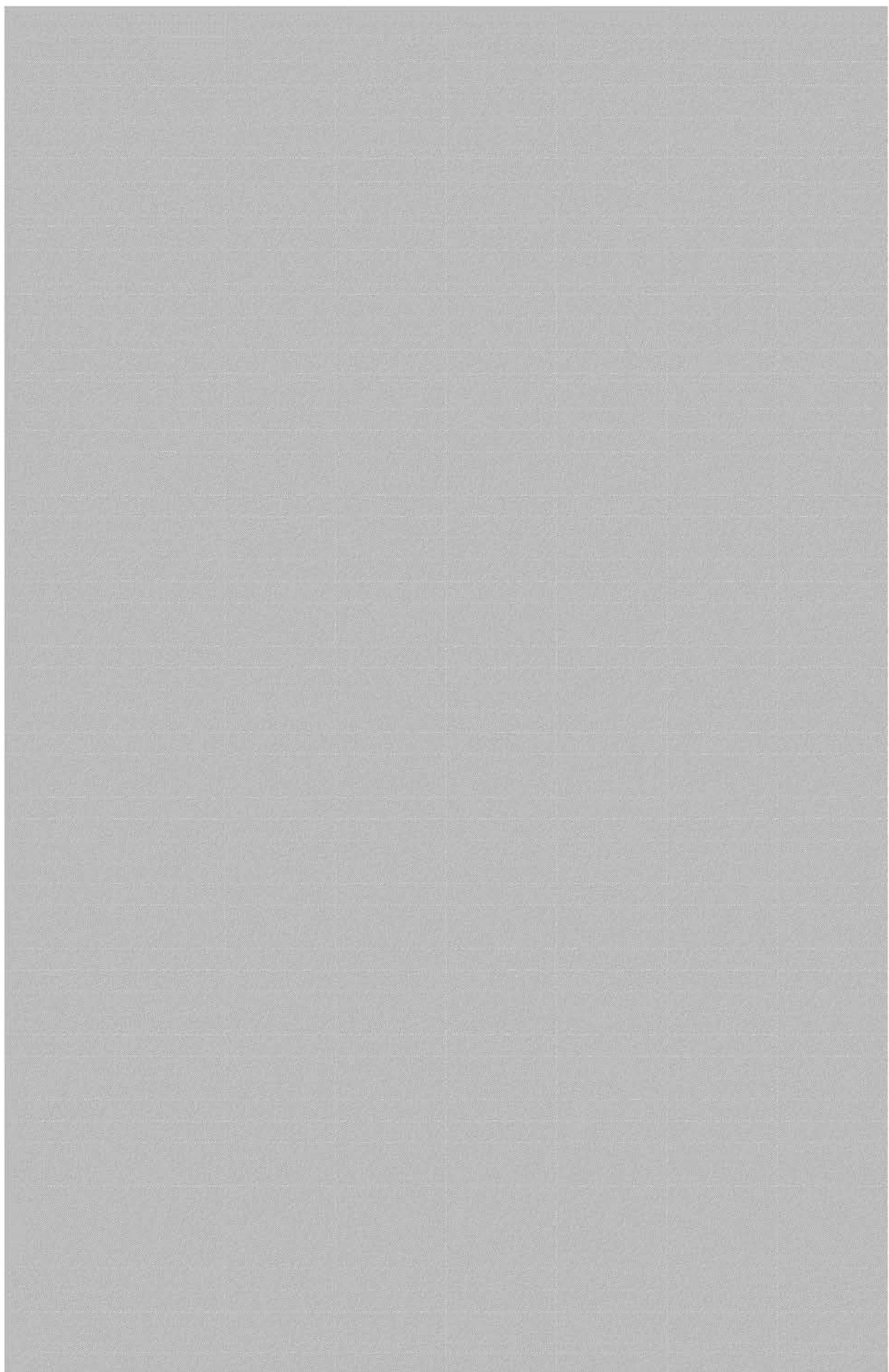


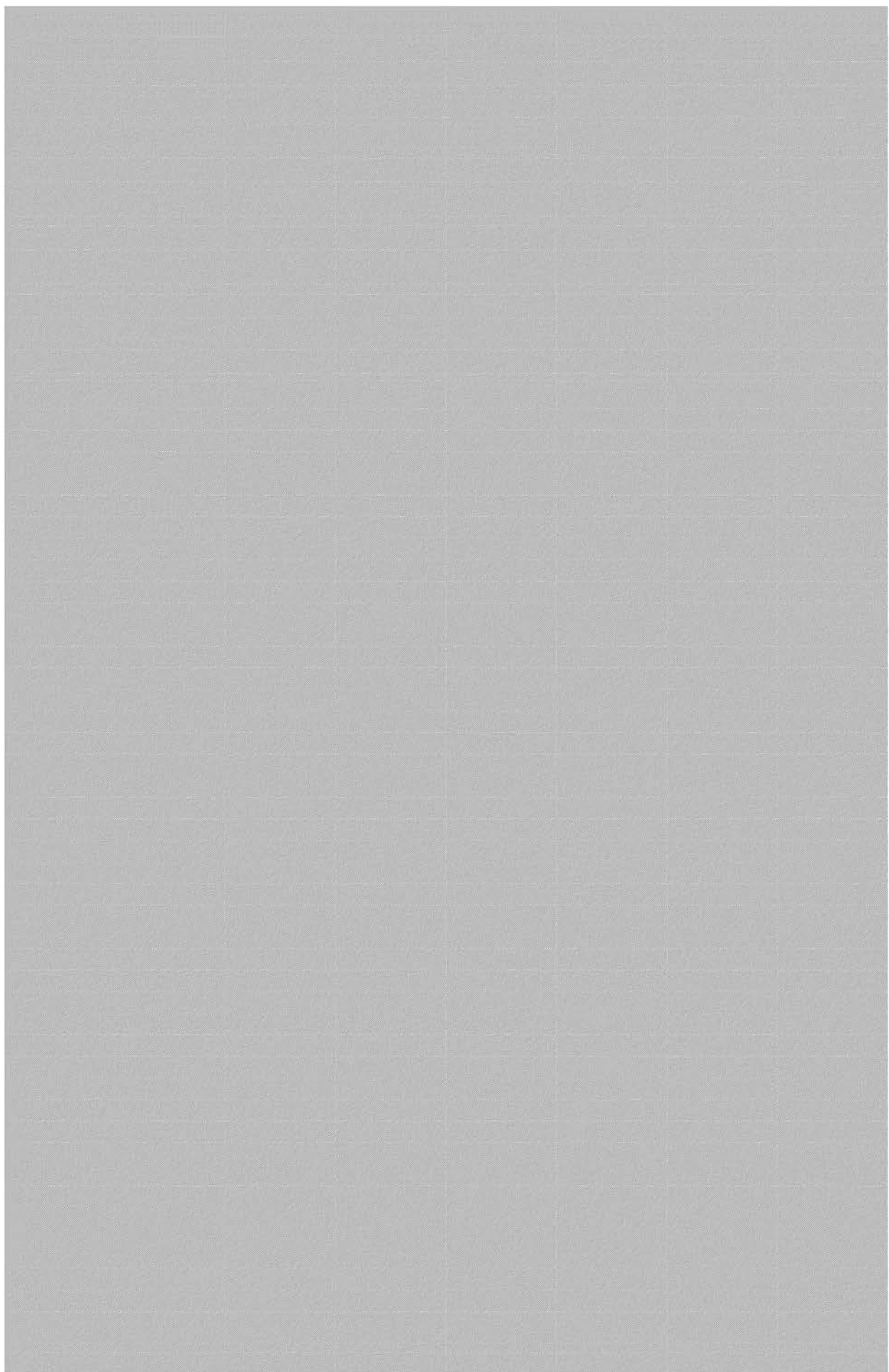


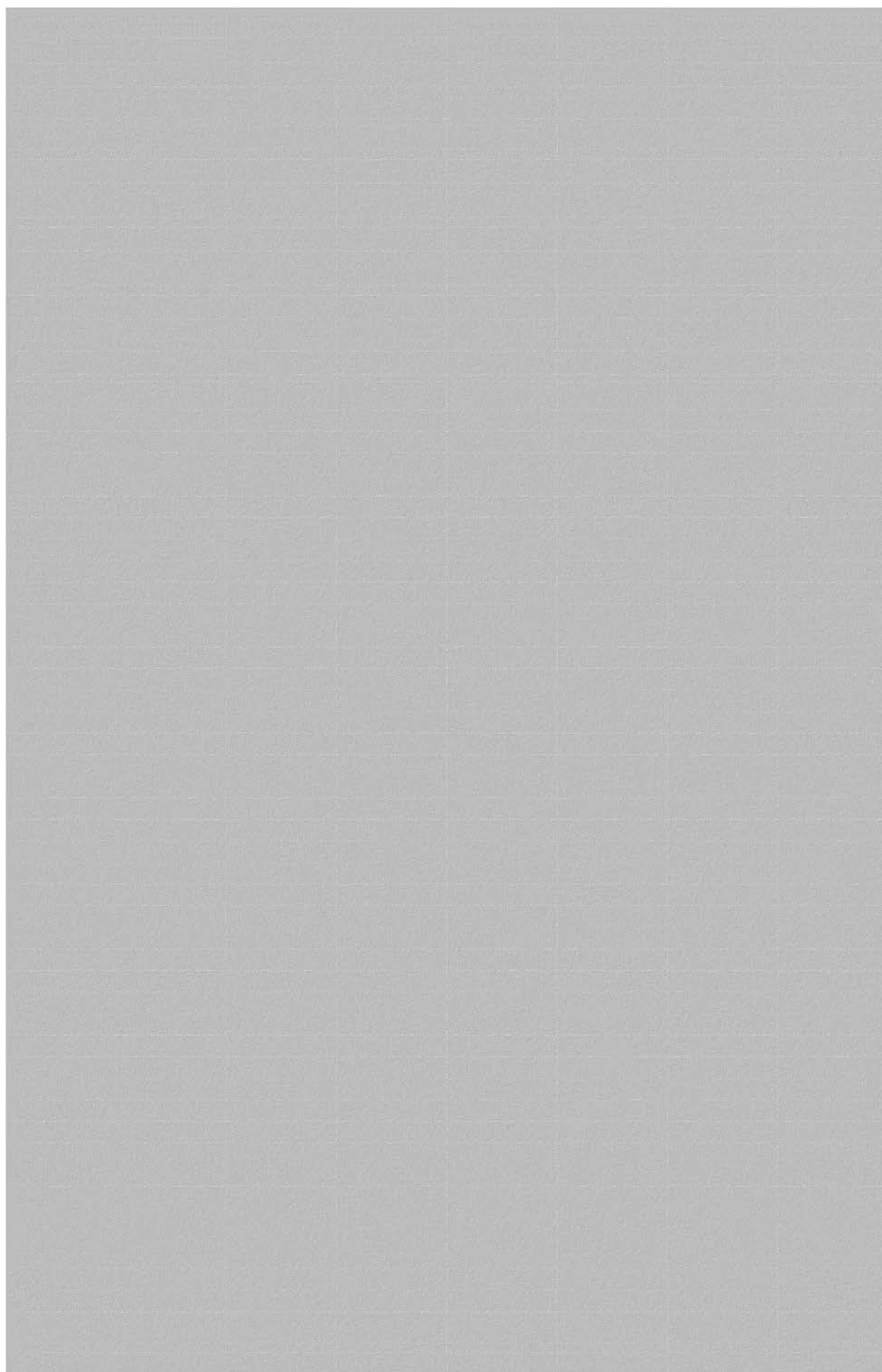


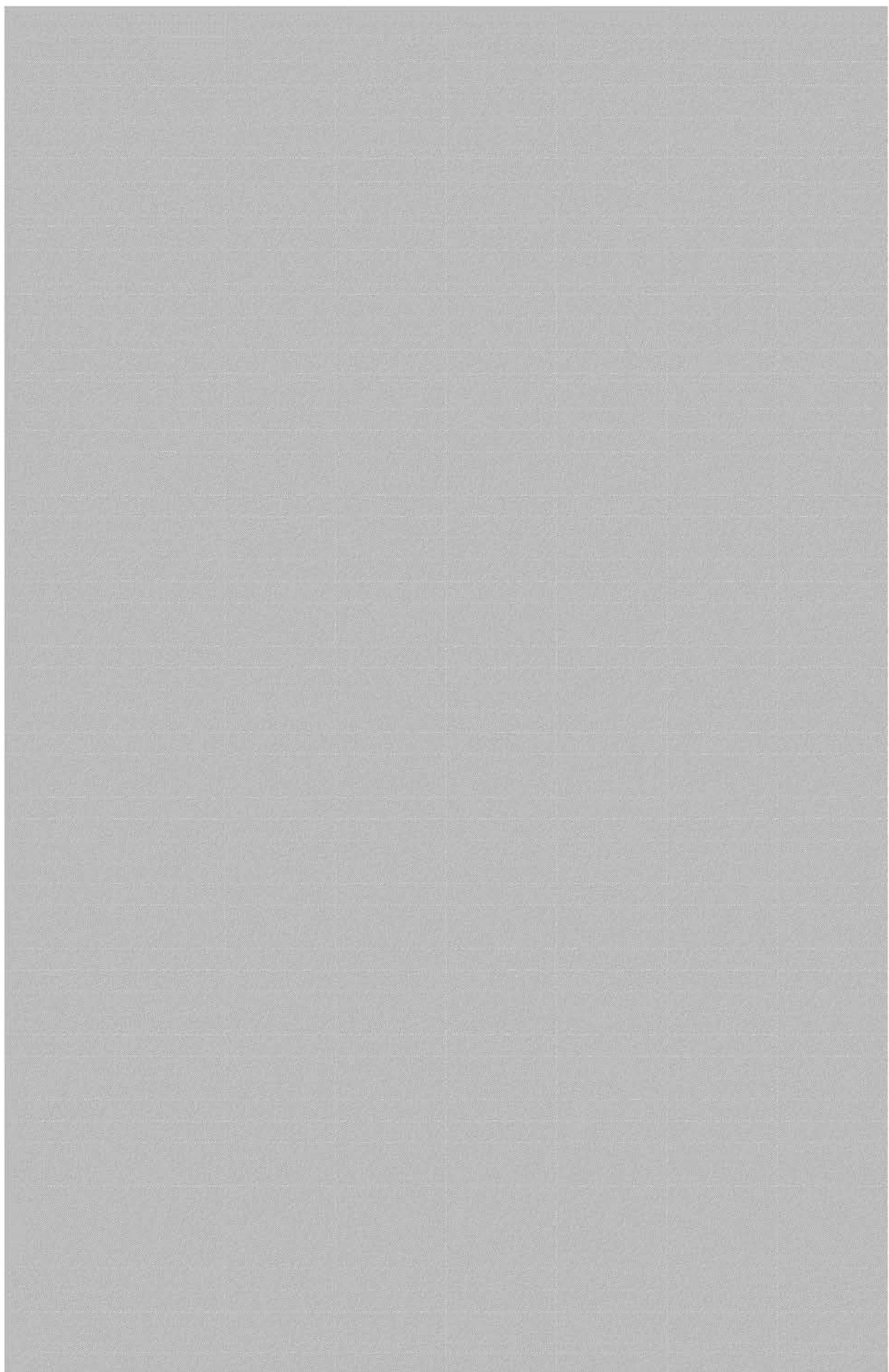


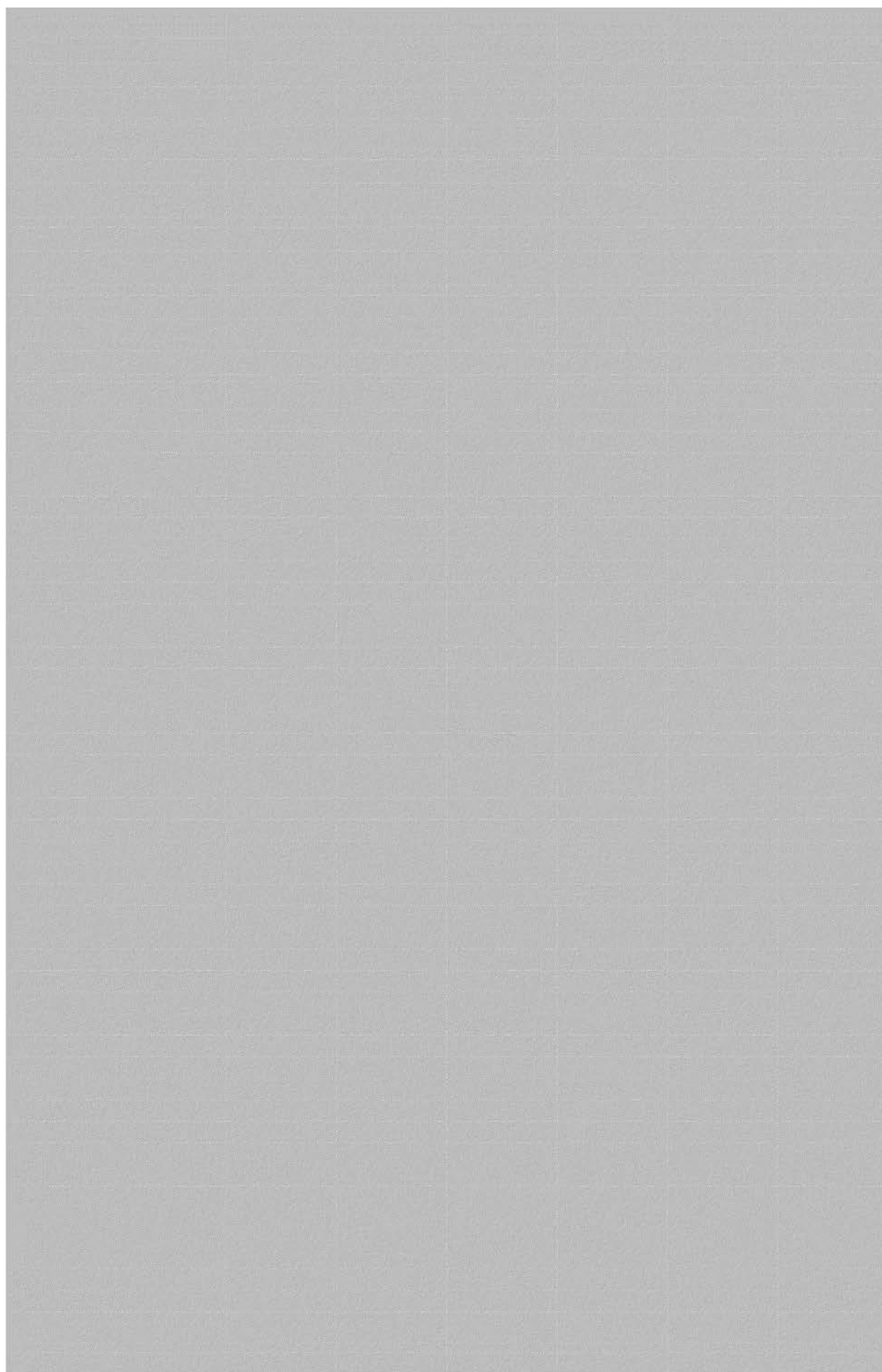


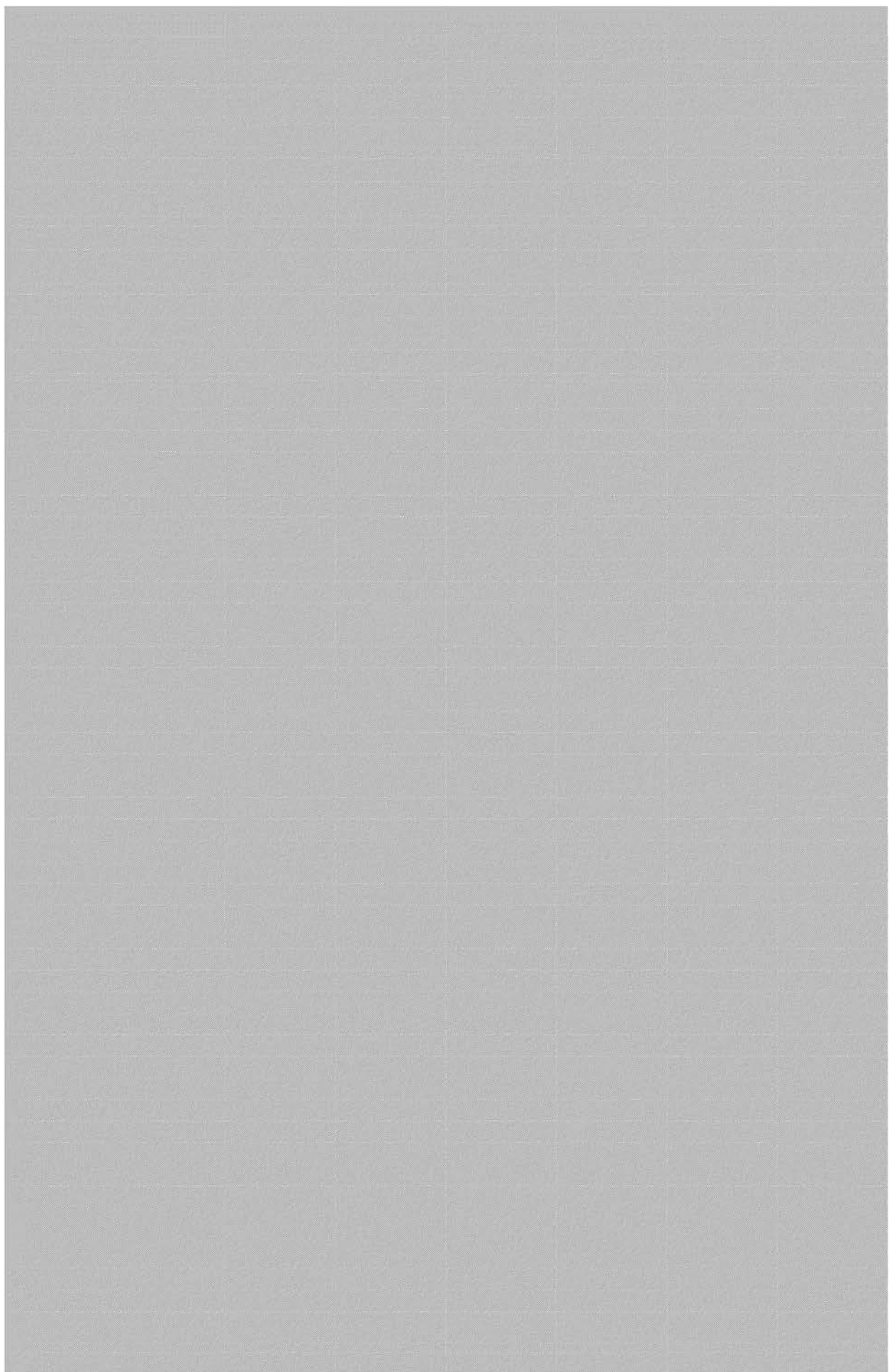


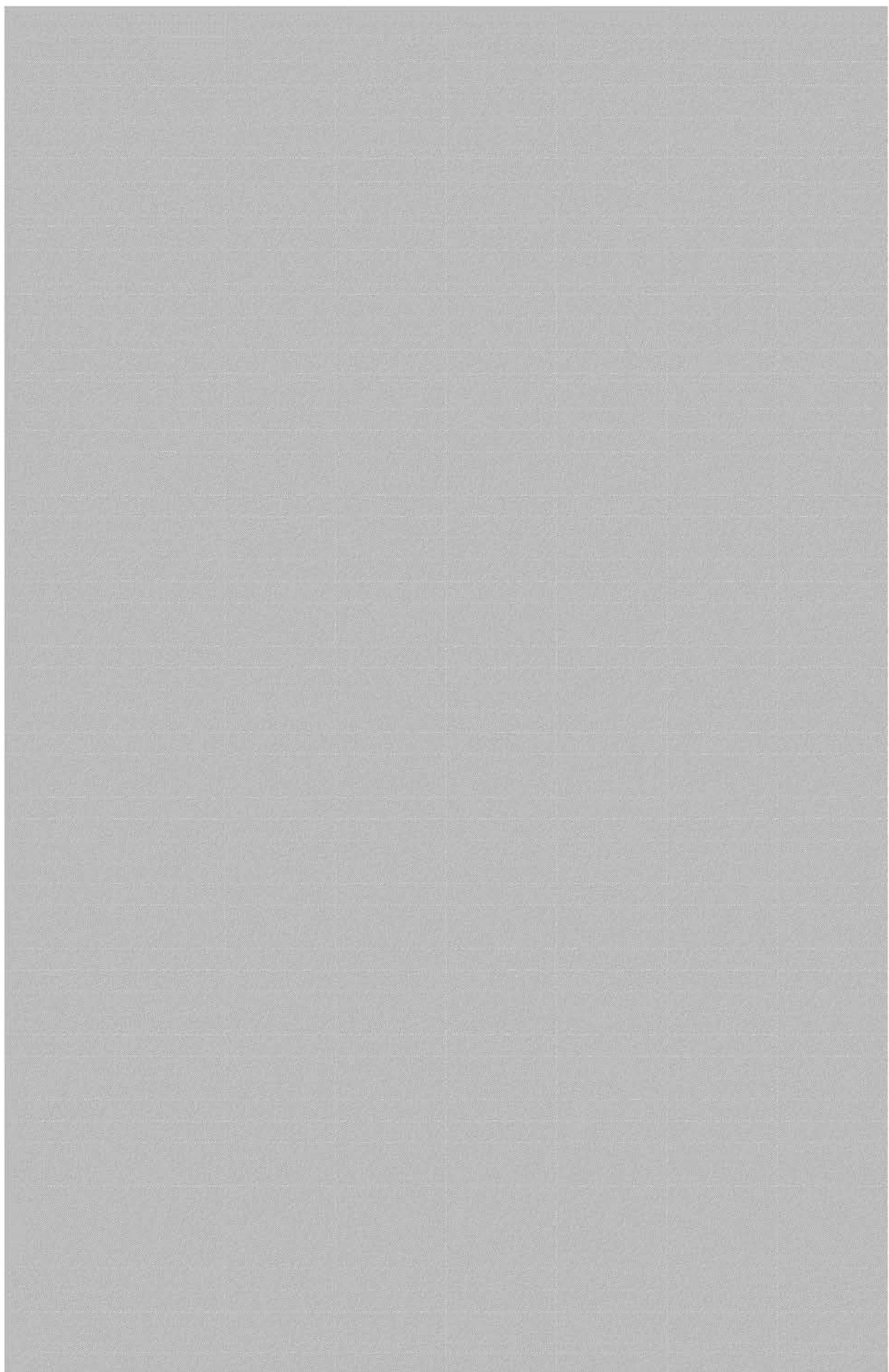


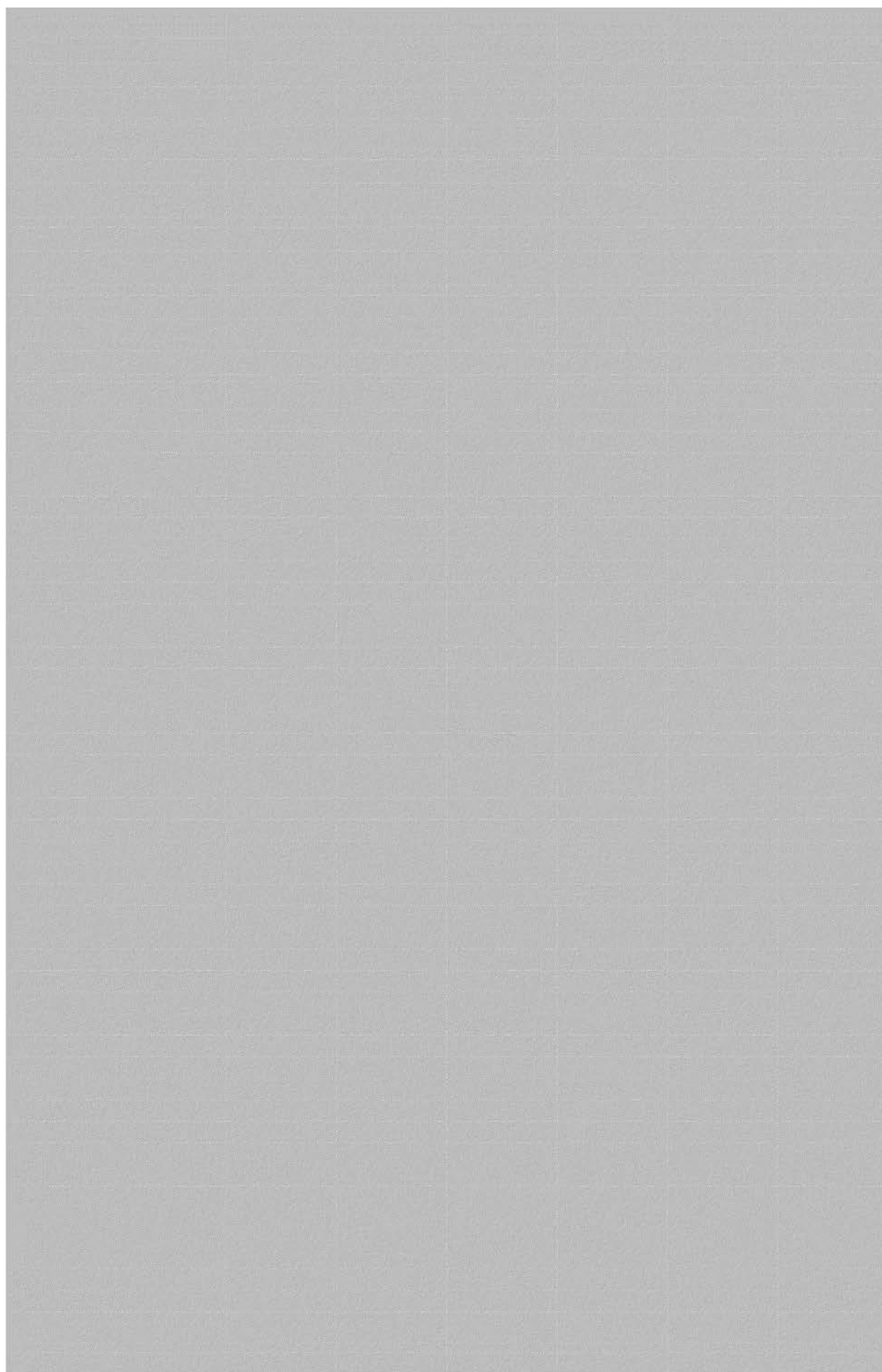


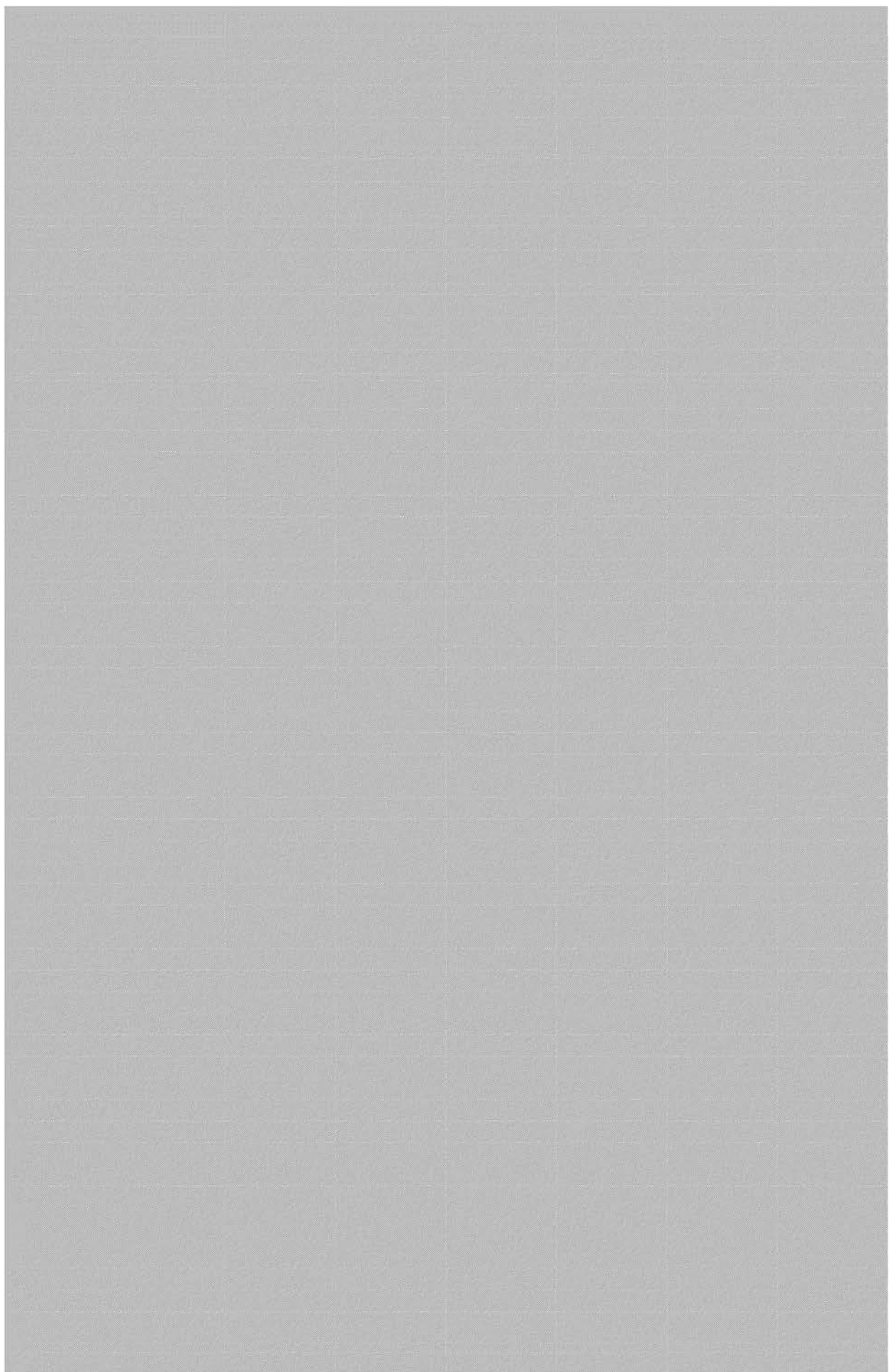


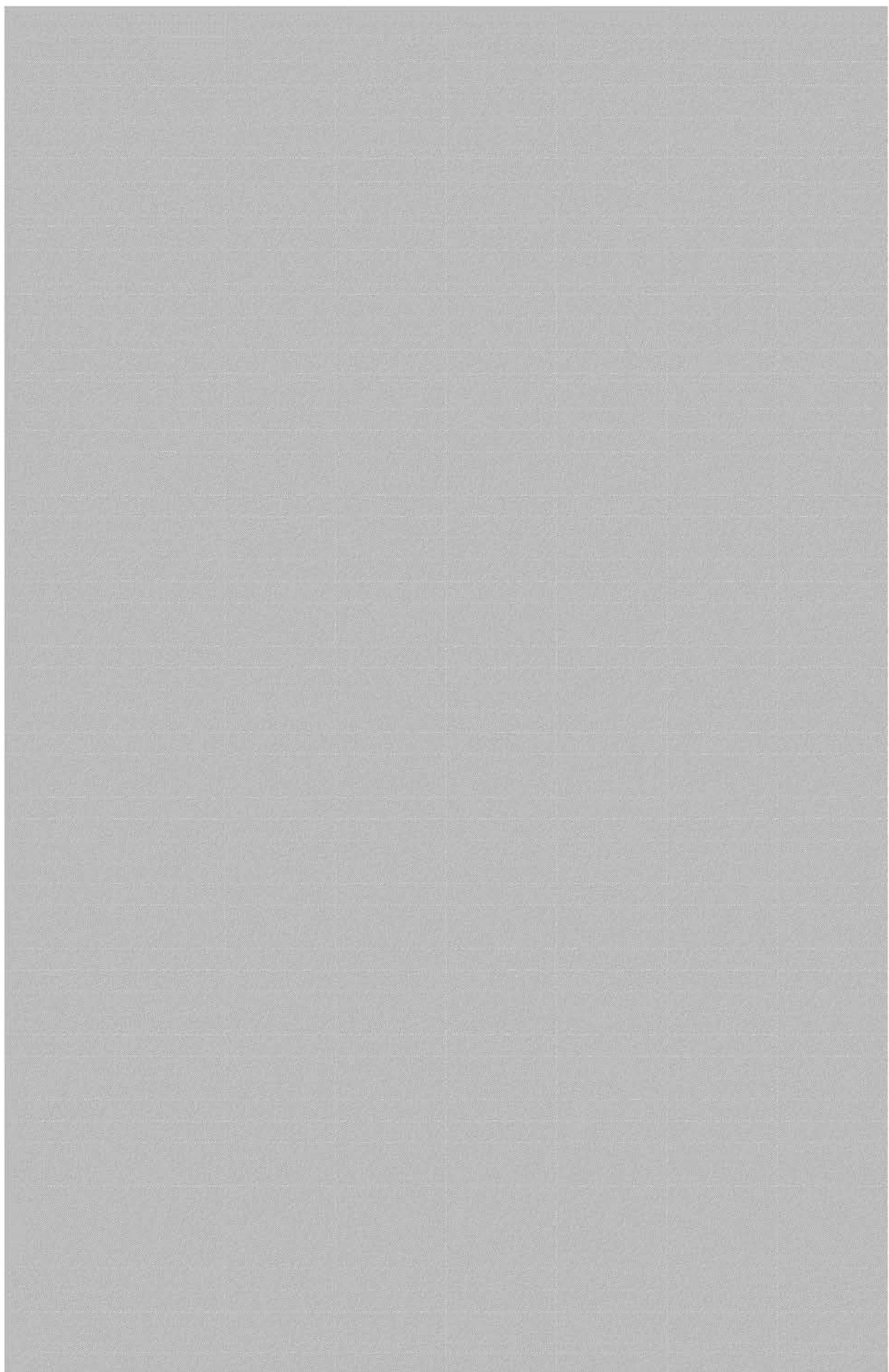


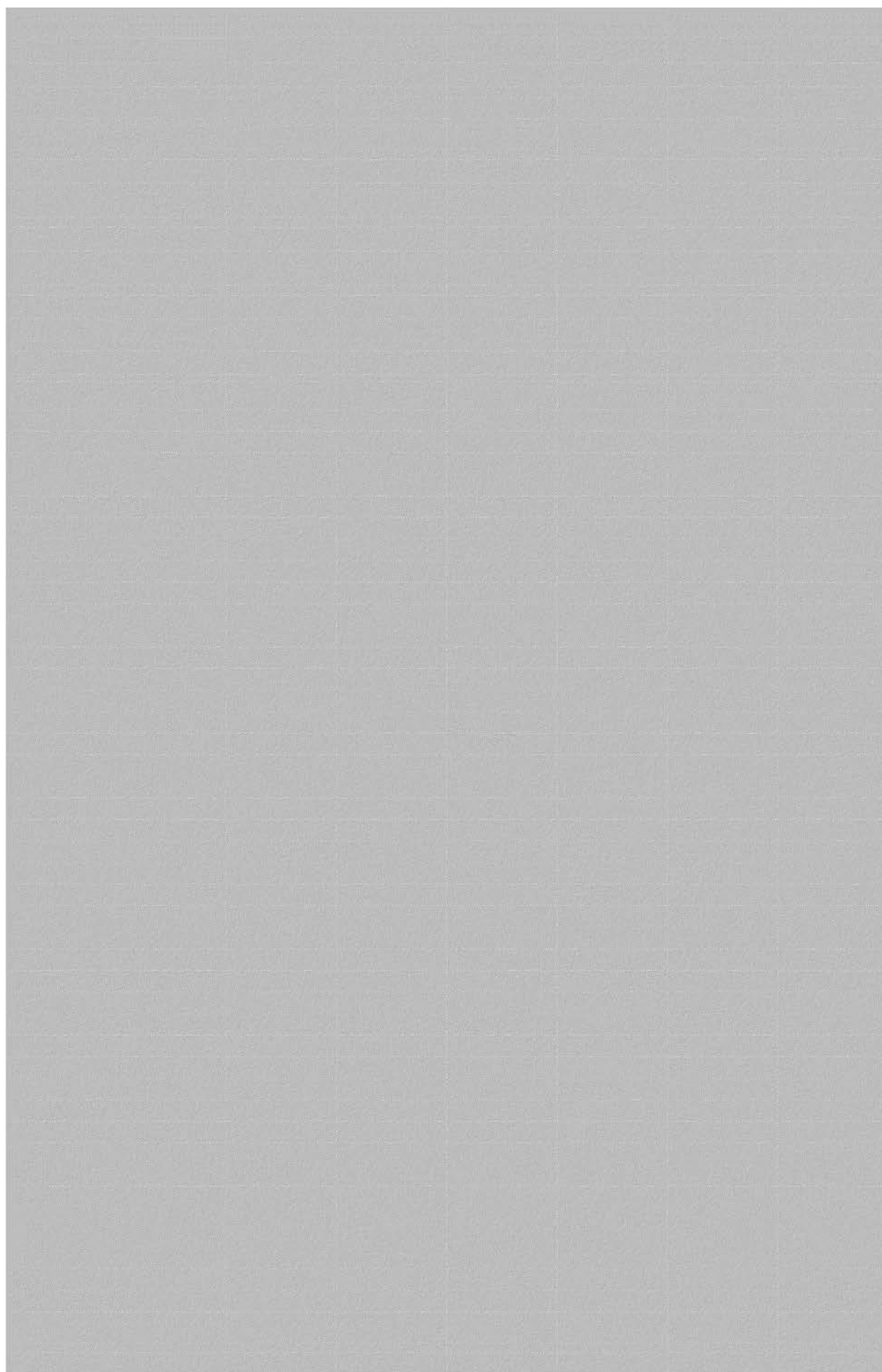


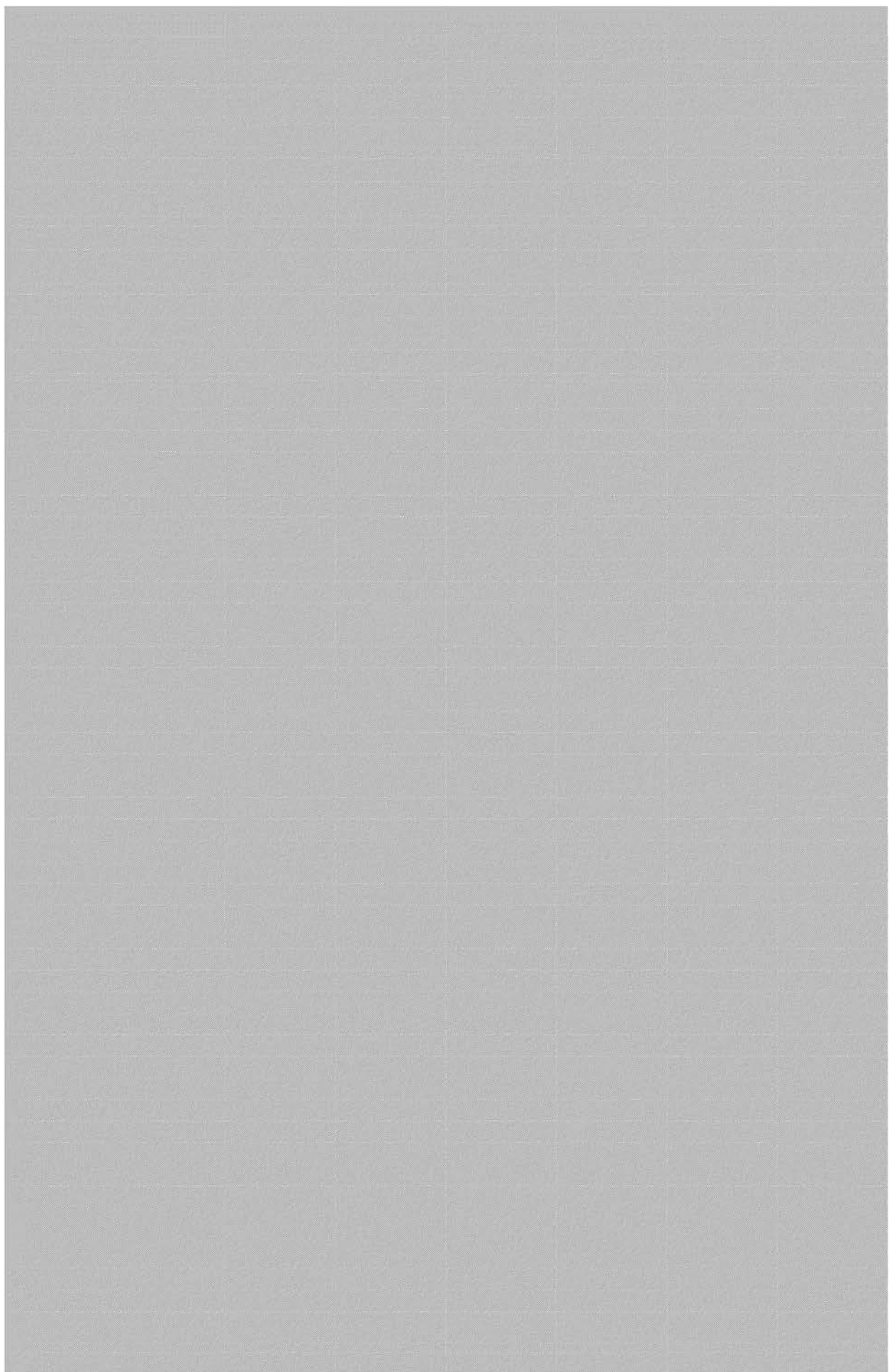


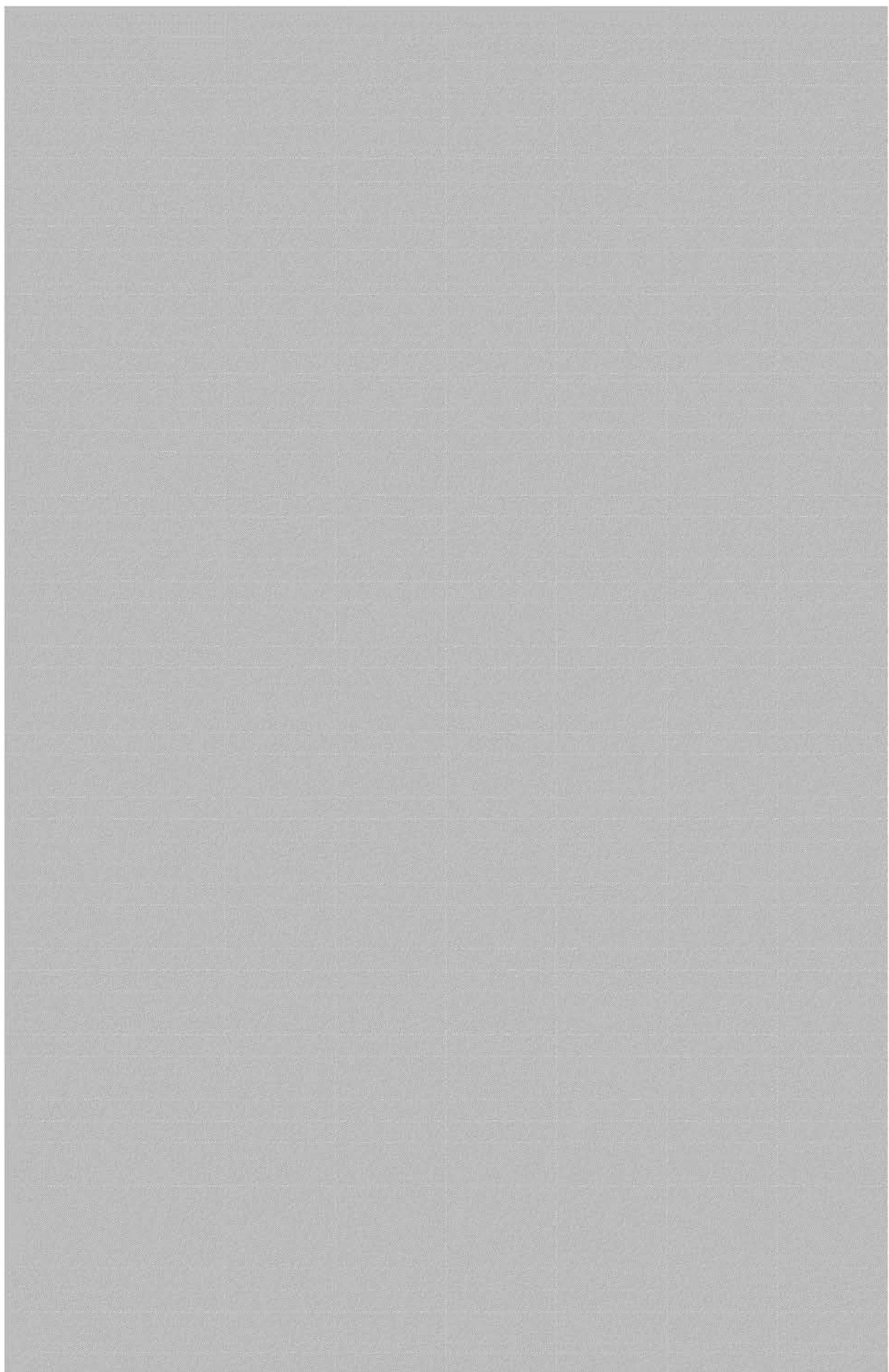


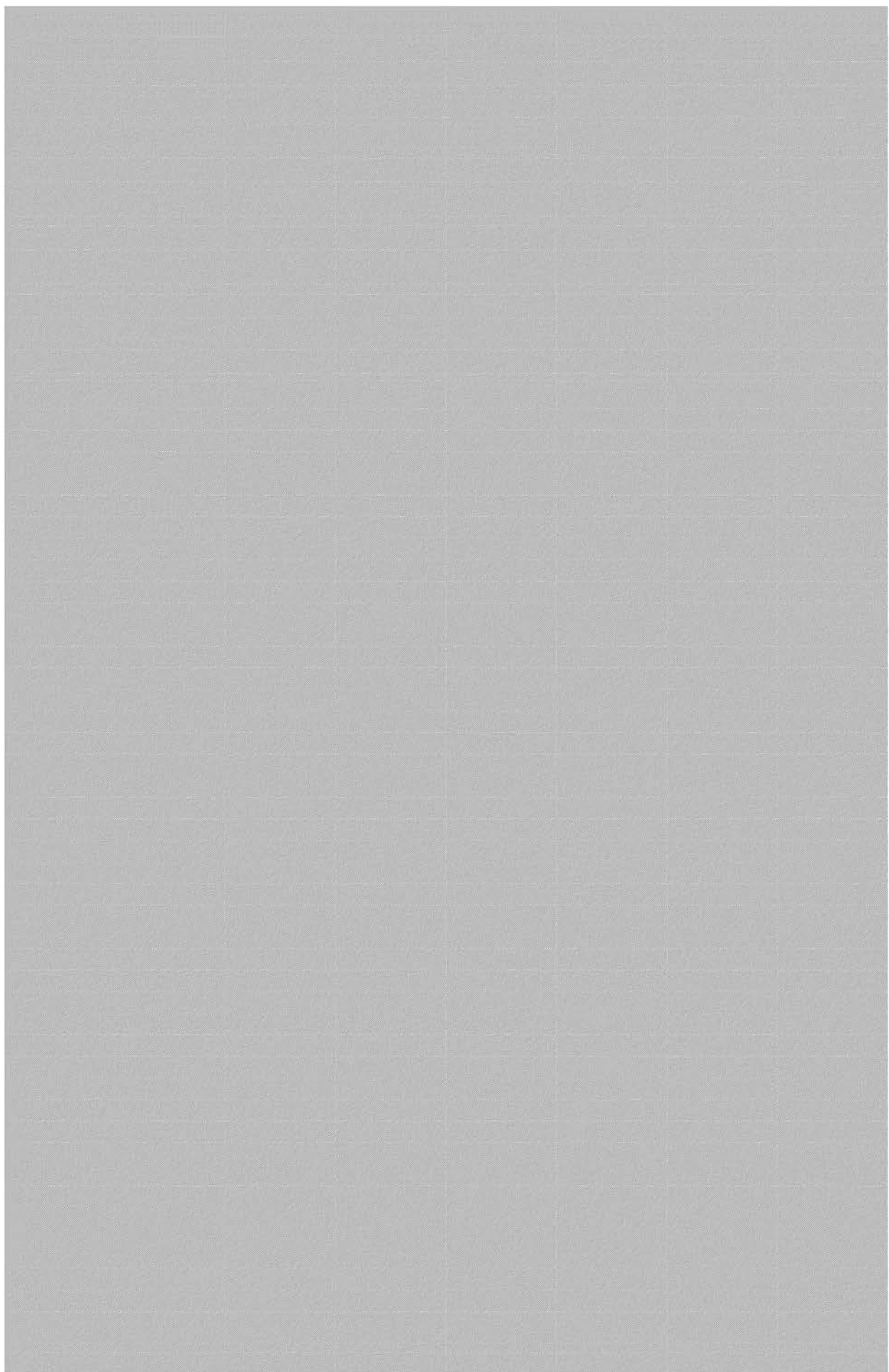


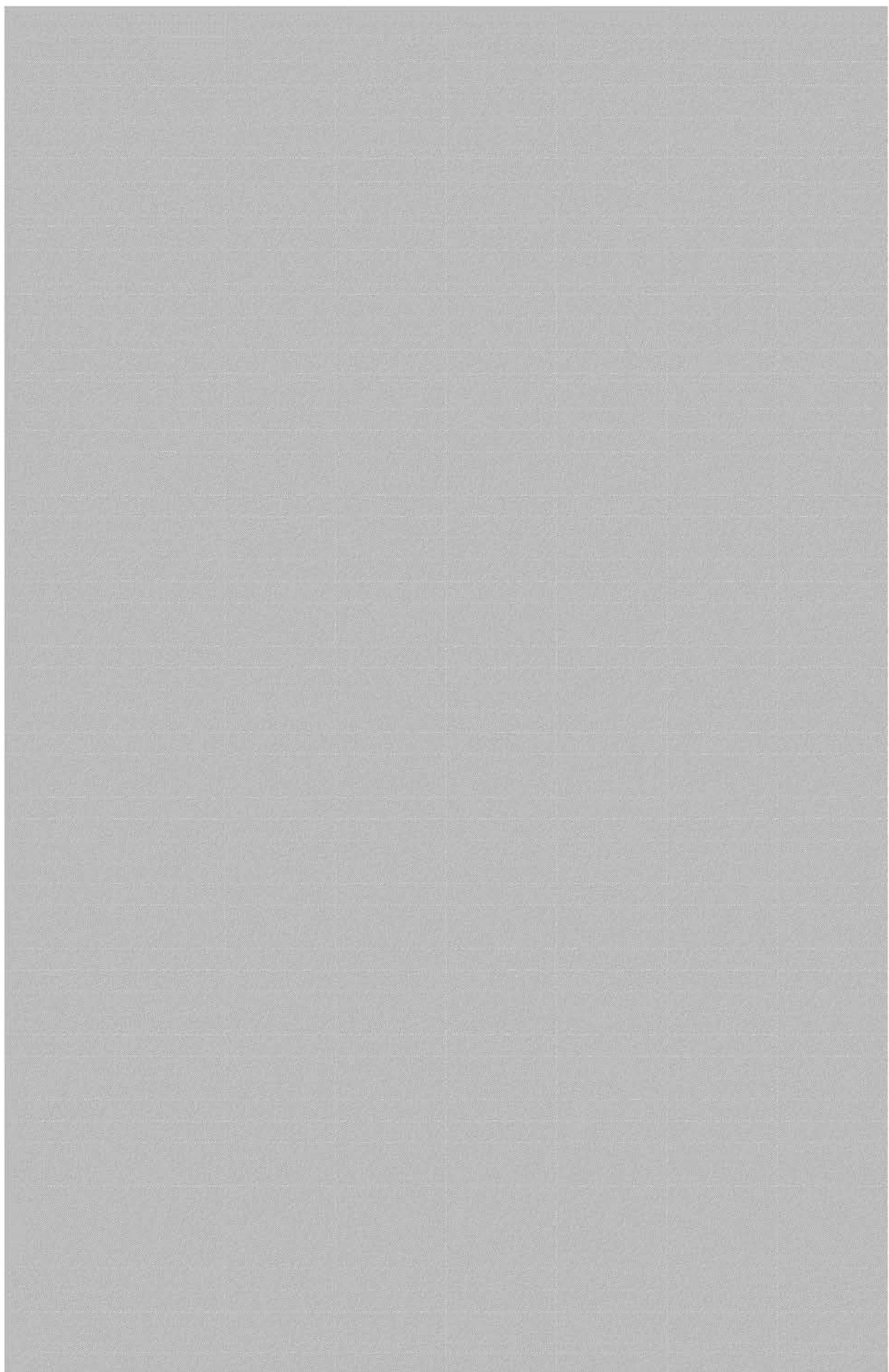












associated costs. To use it, simply fill in the shaded areas.

Step: Using the Invoice SmartMaster

ation about the customer that you are billing.

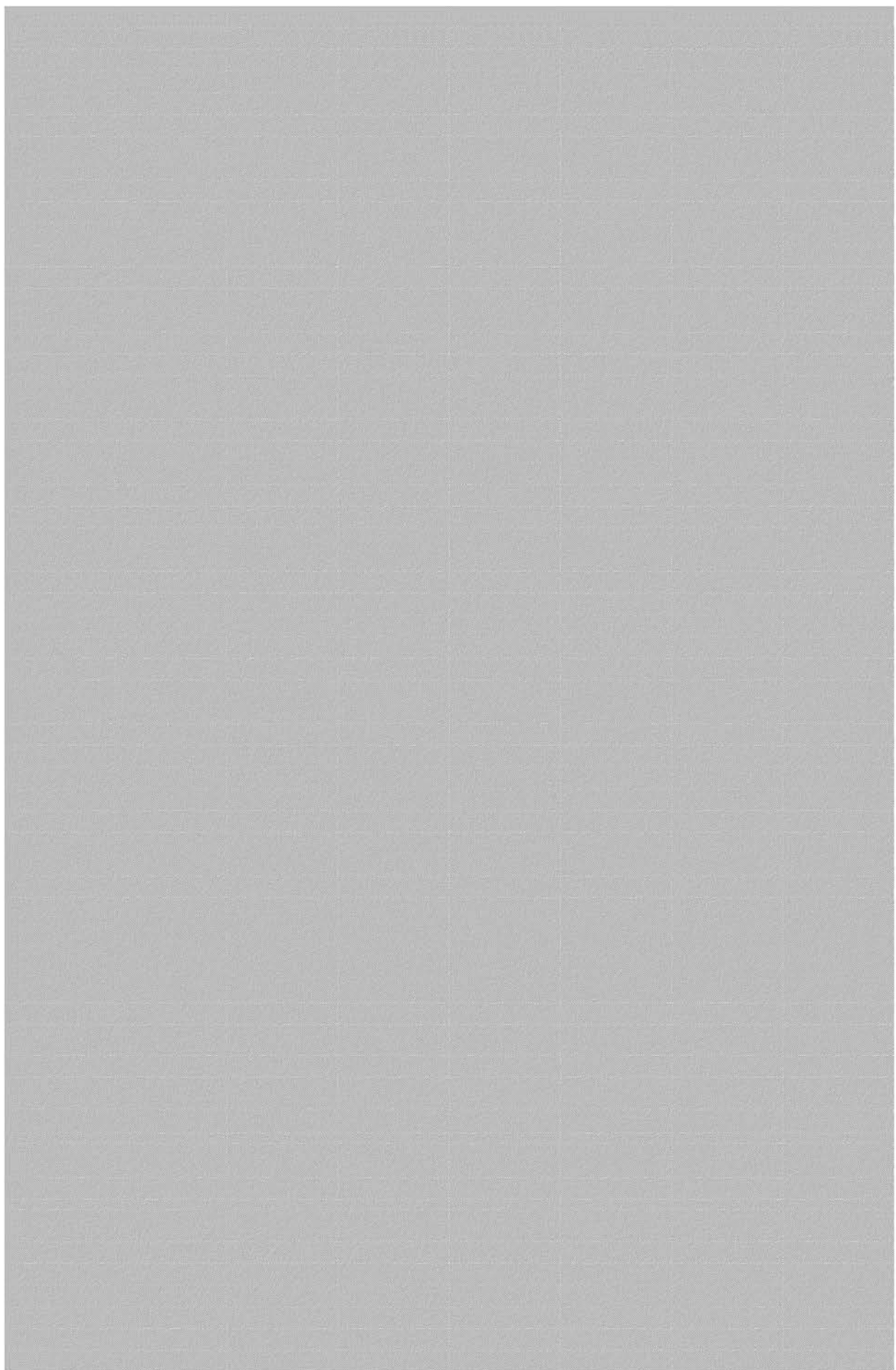
on about where the goods are being shipped.

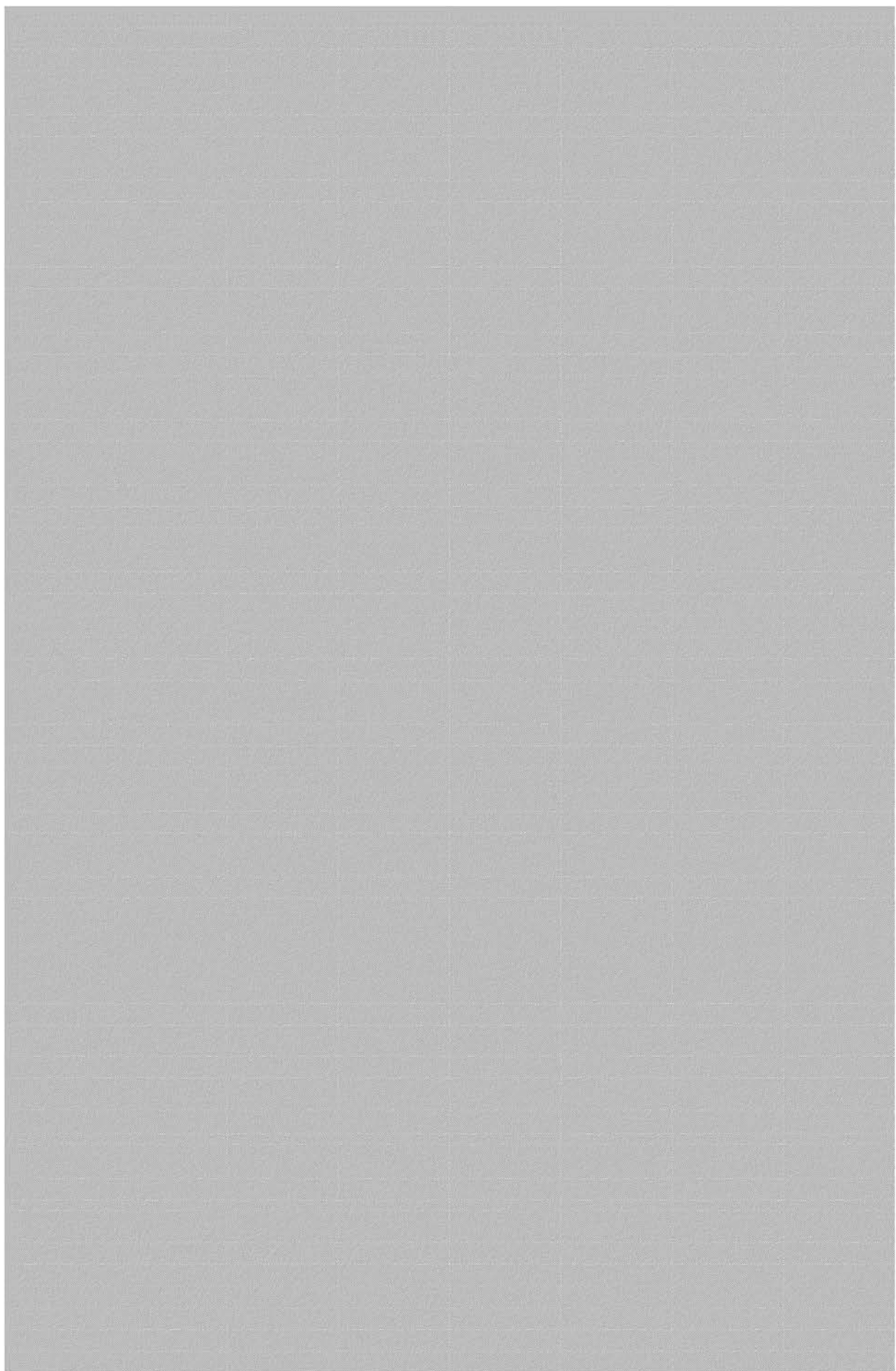
on such as the invoice number, the invoice date, and so on.

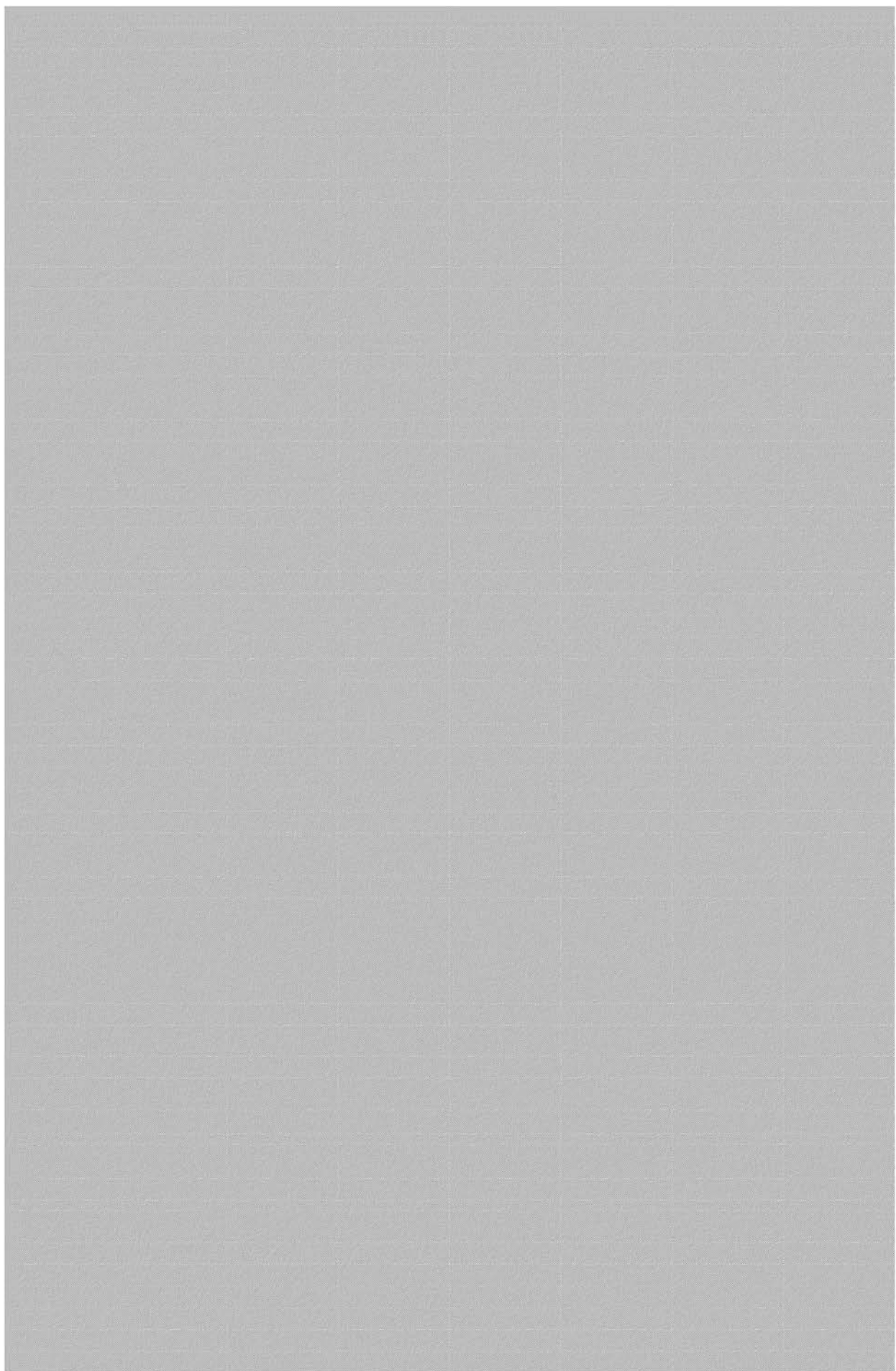
. Enter all of the line items.

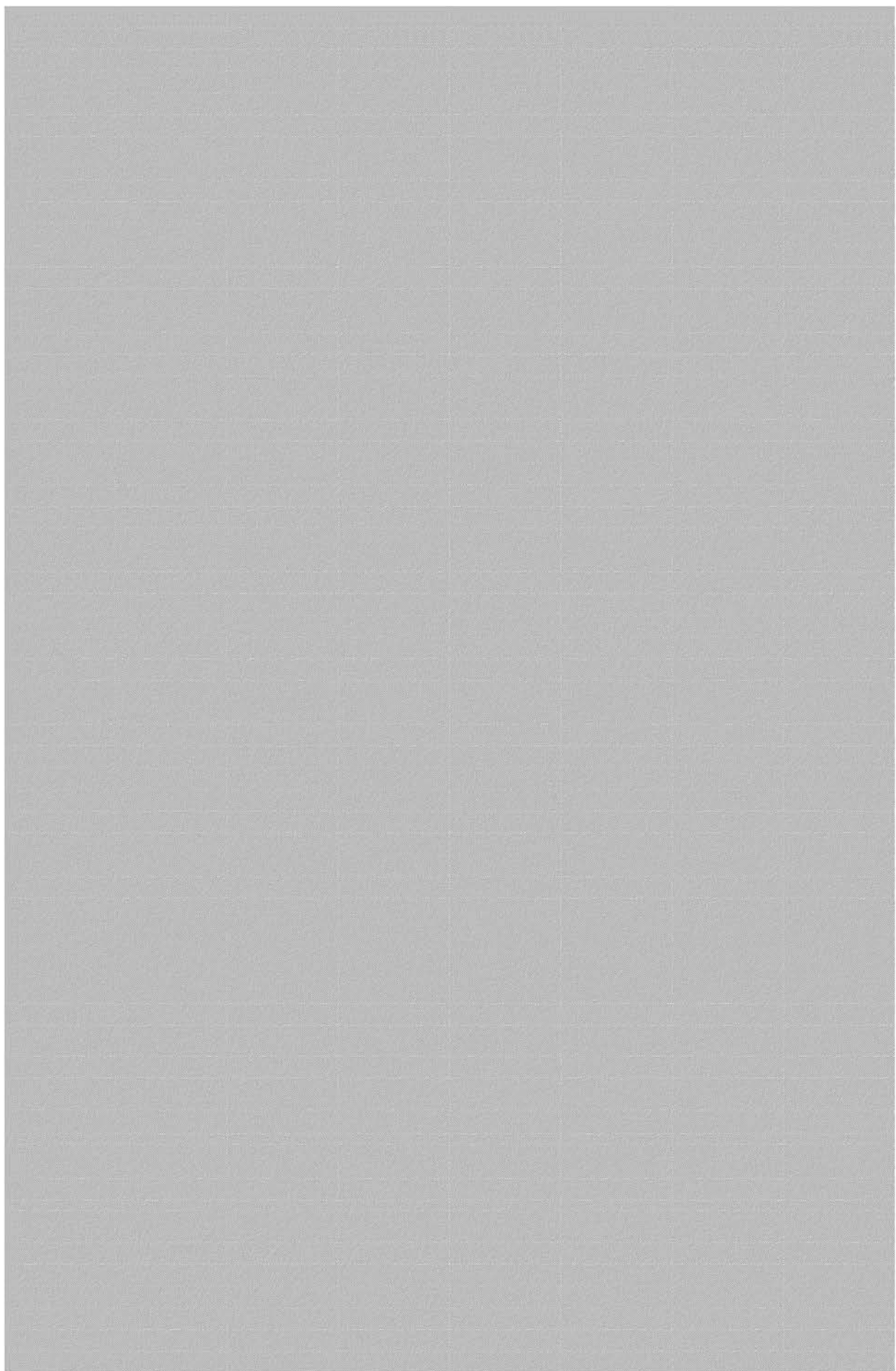
information by entering a number or a formula.

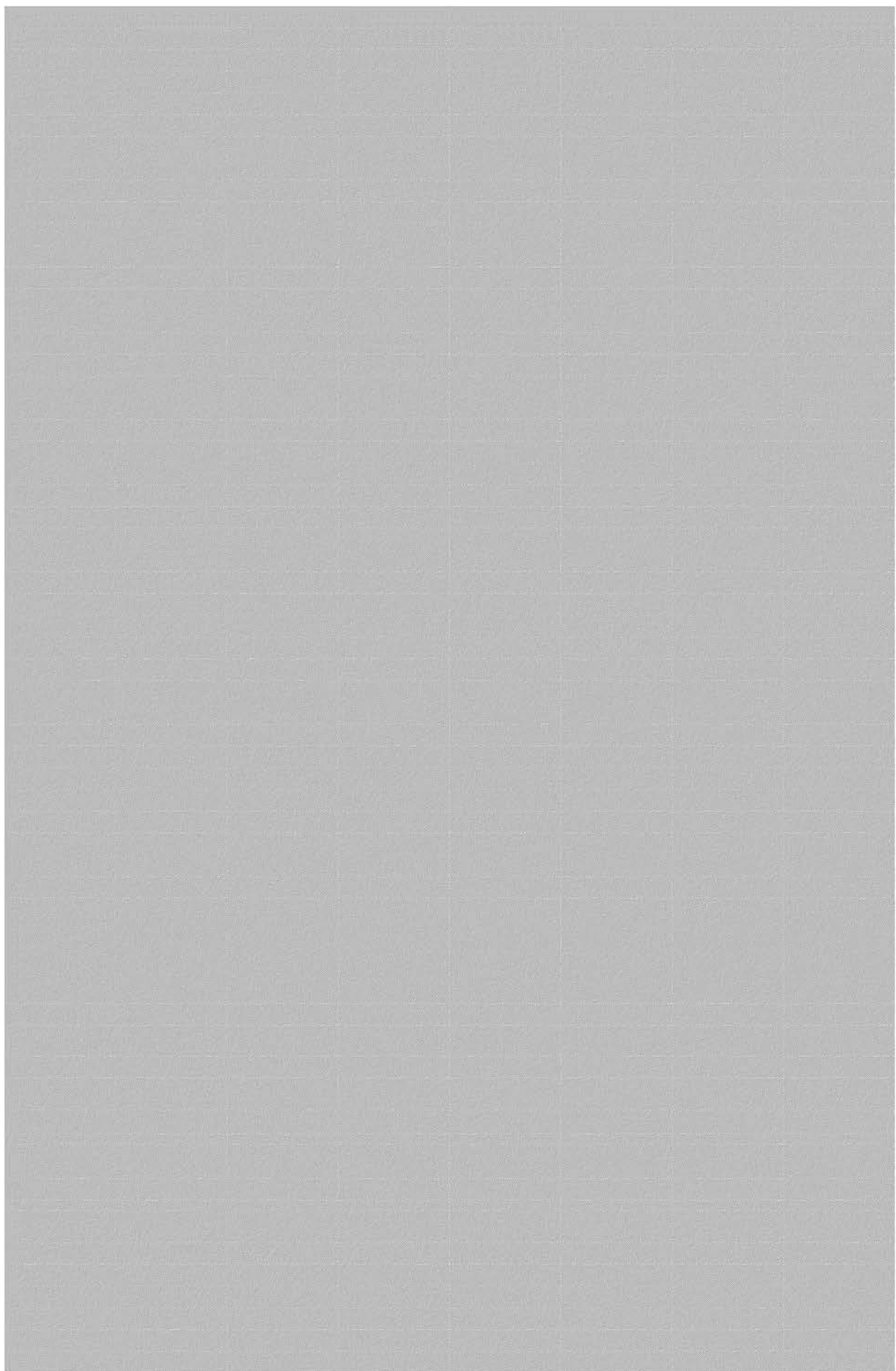
+SUBTOTAL*.05 to compute a 5% sales tax.

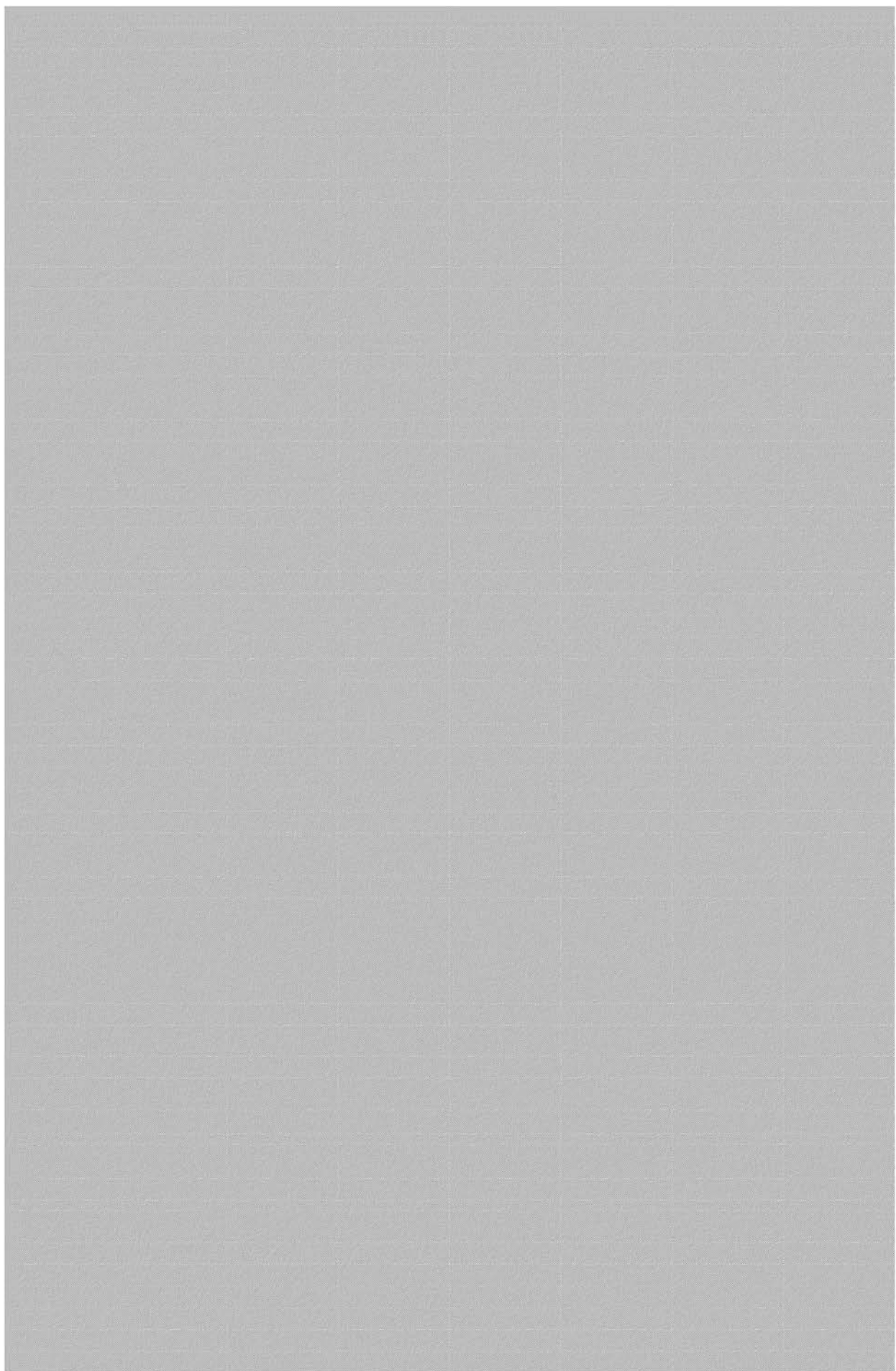


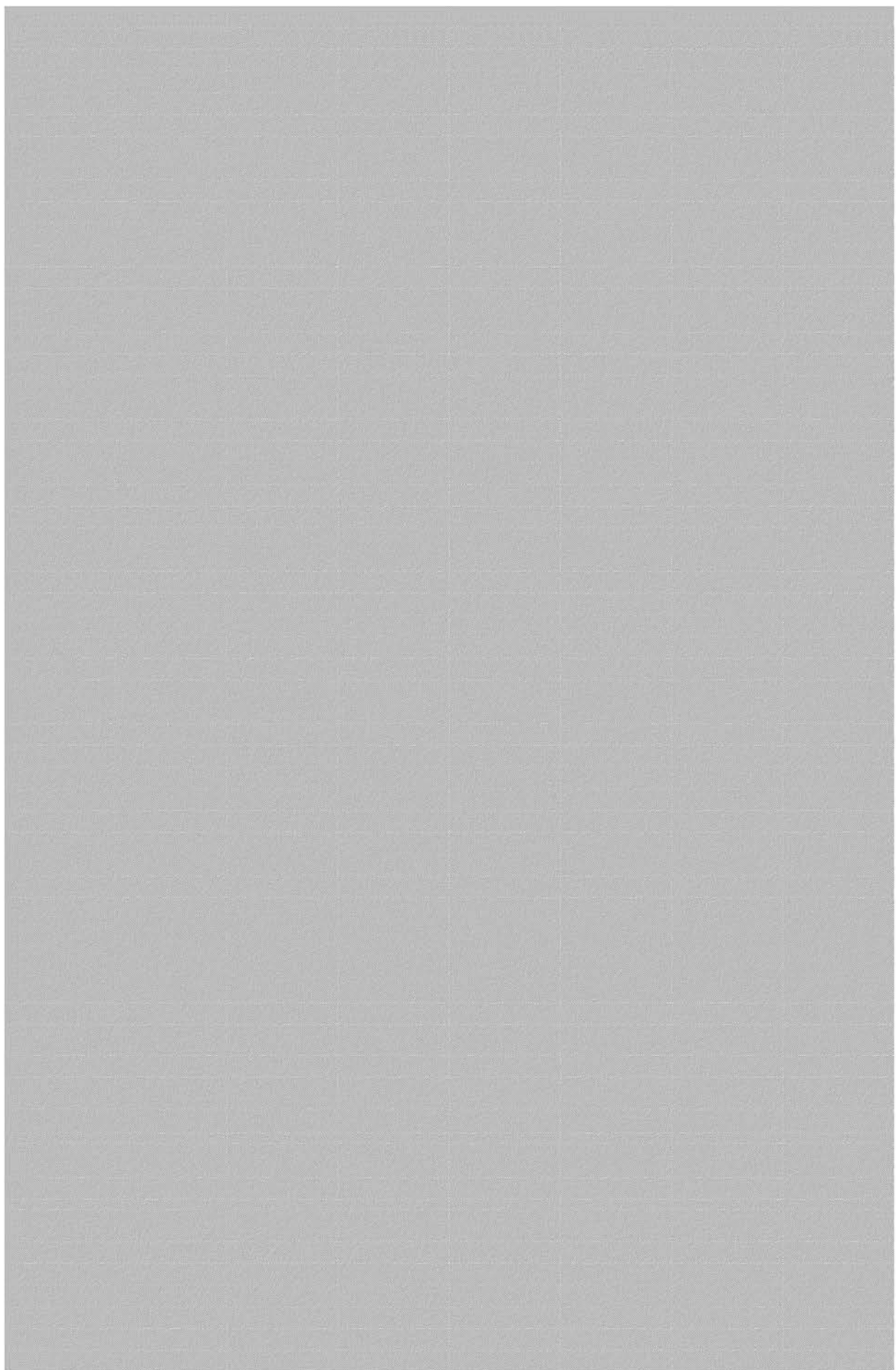


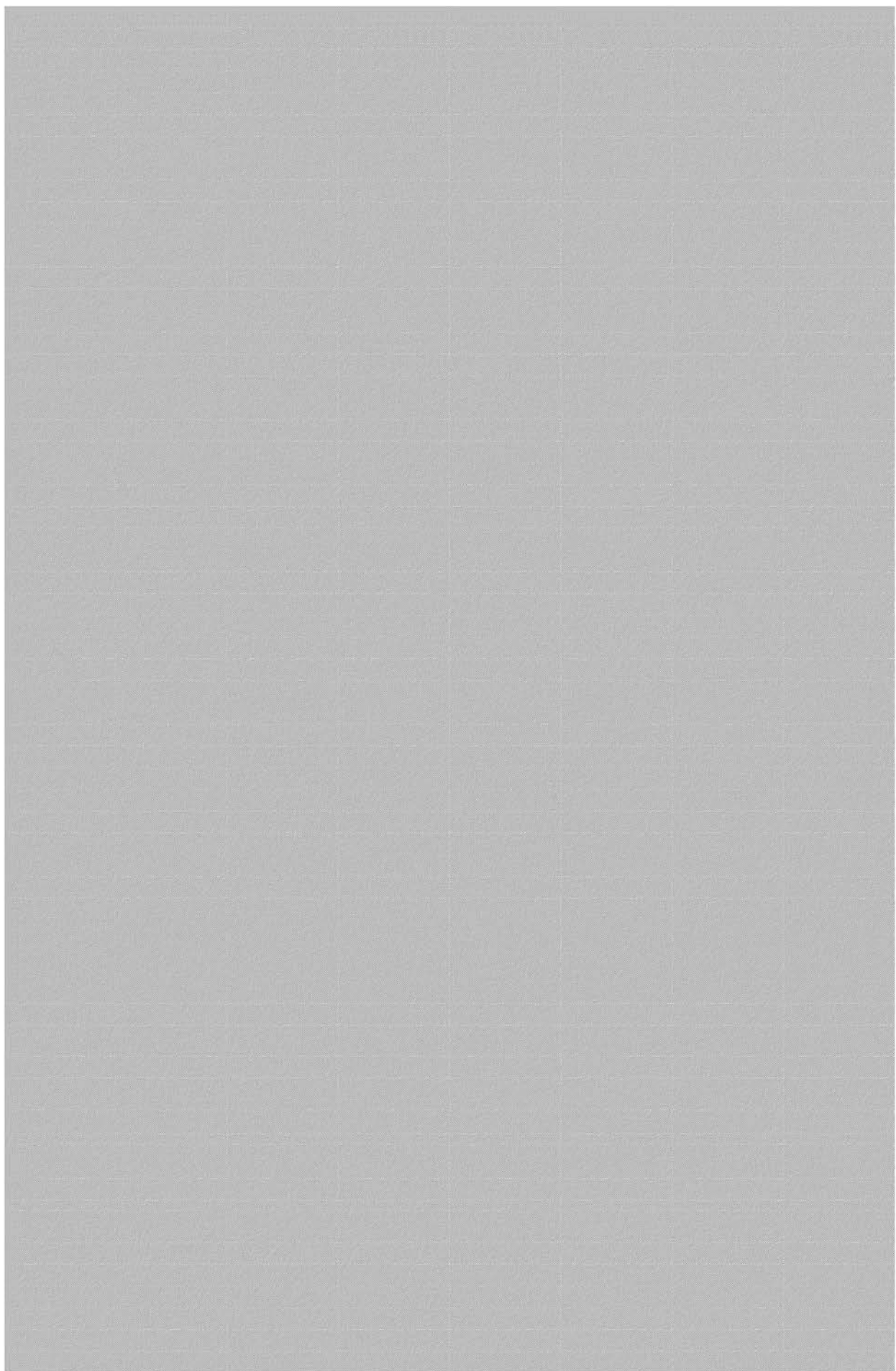


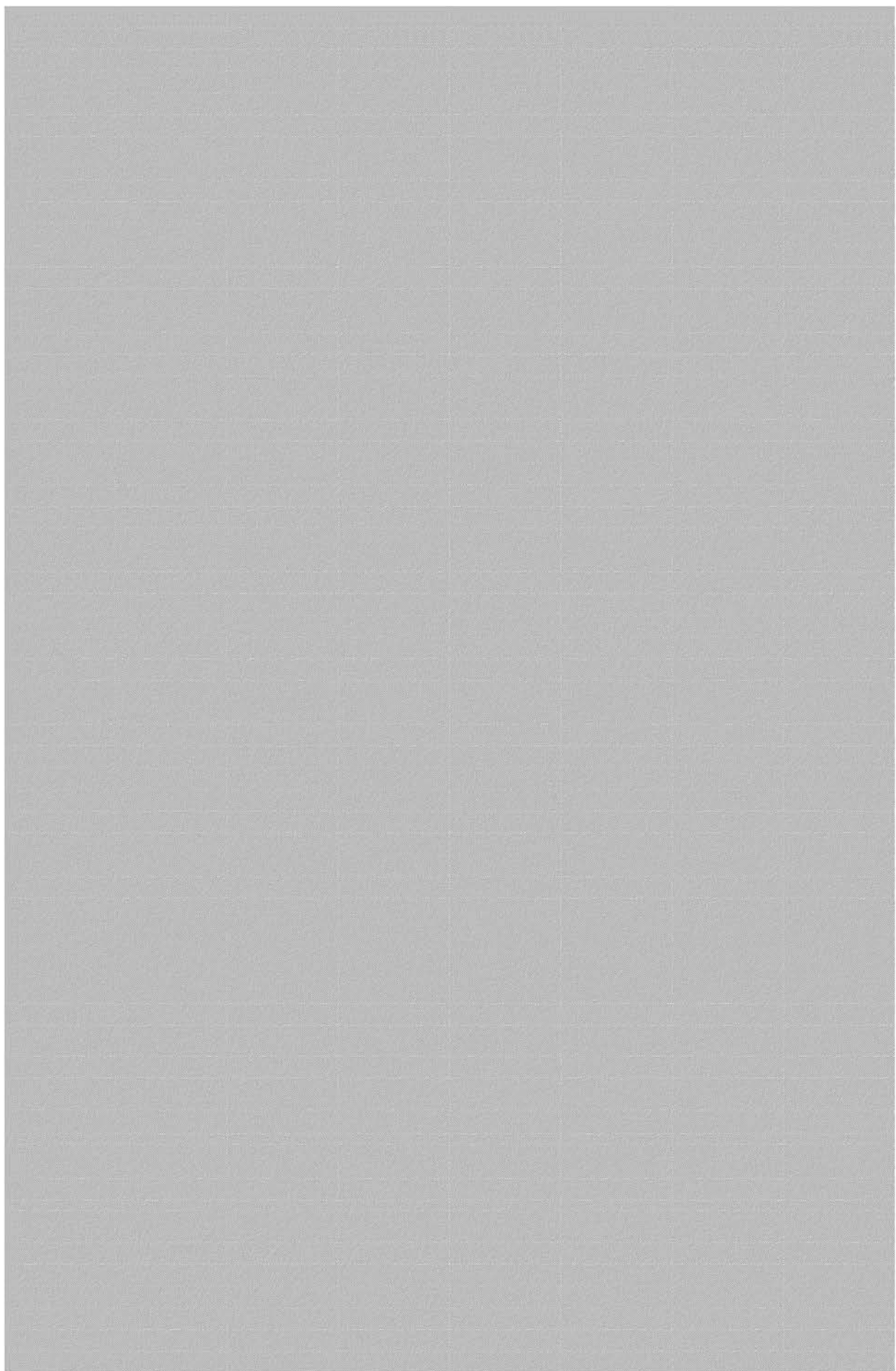


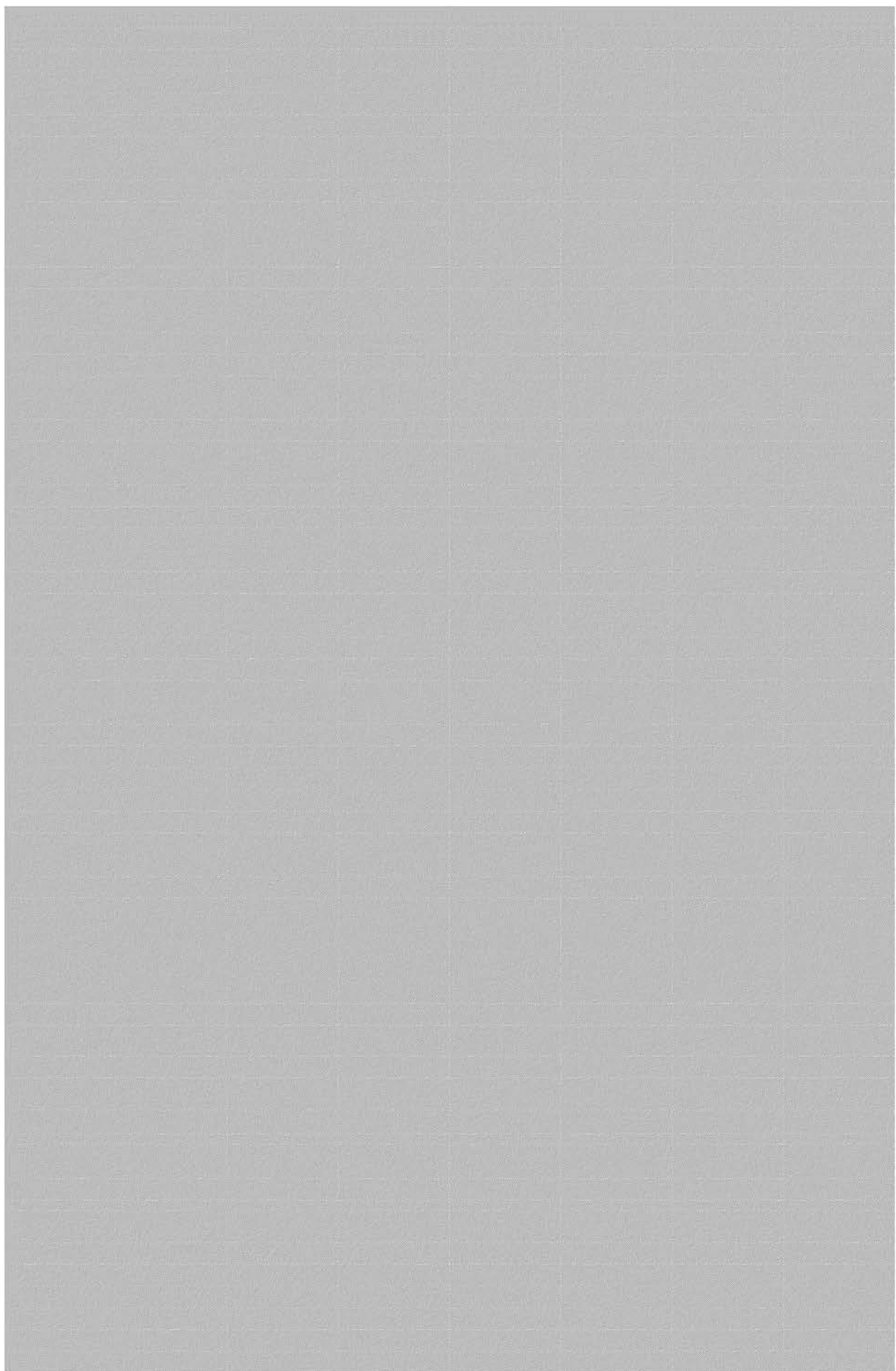


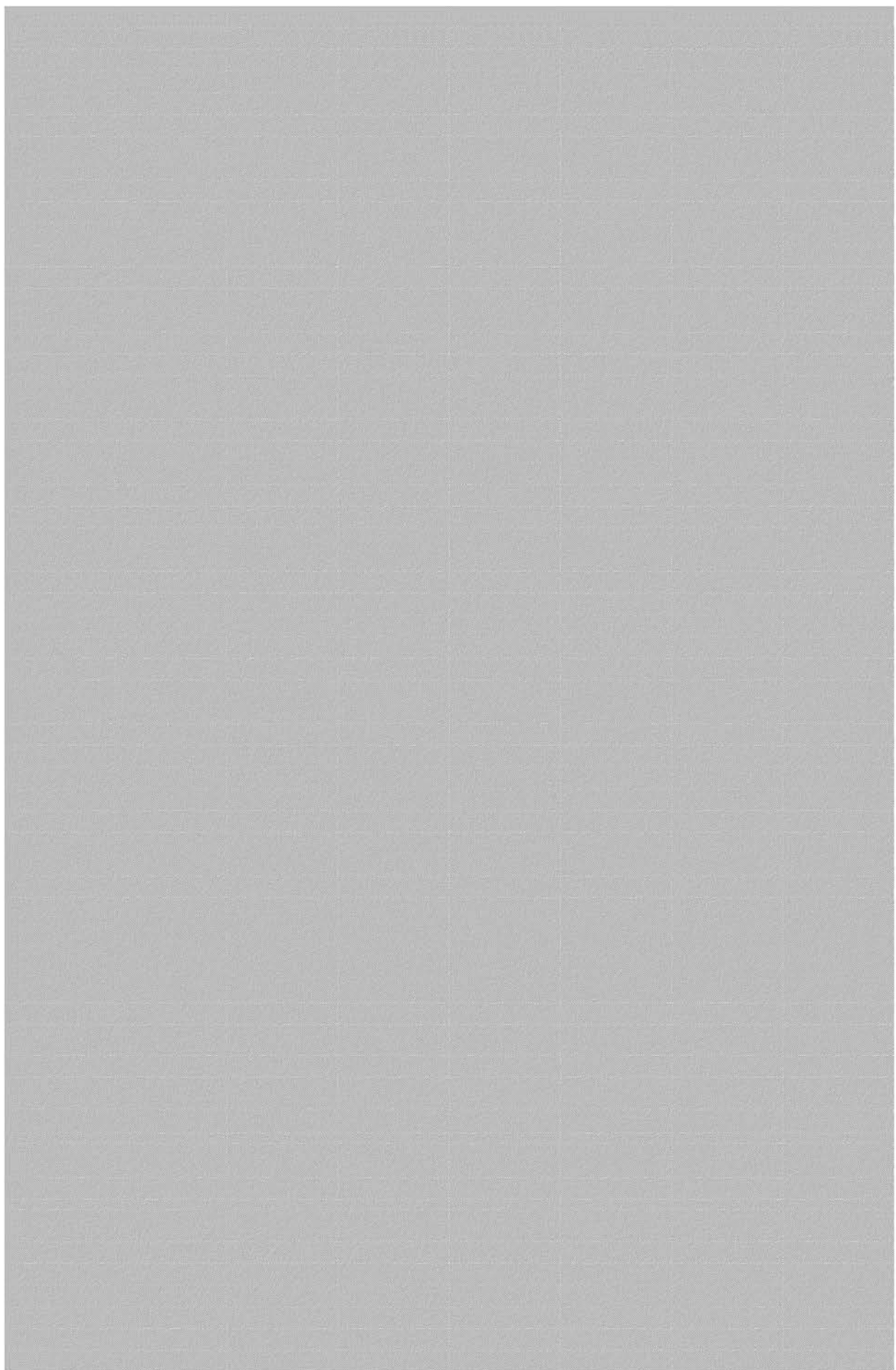


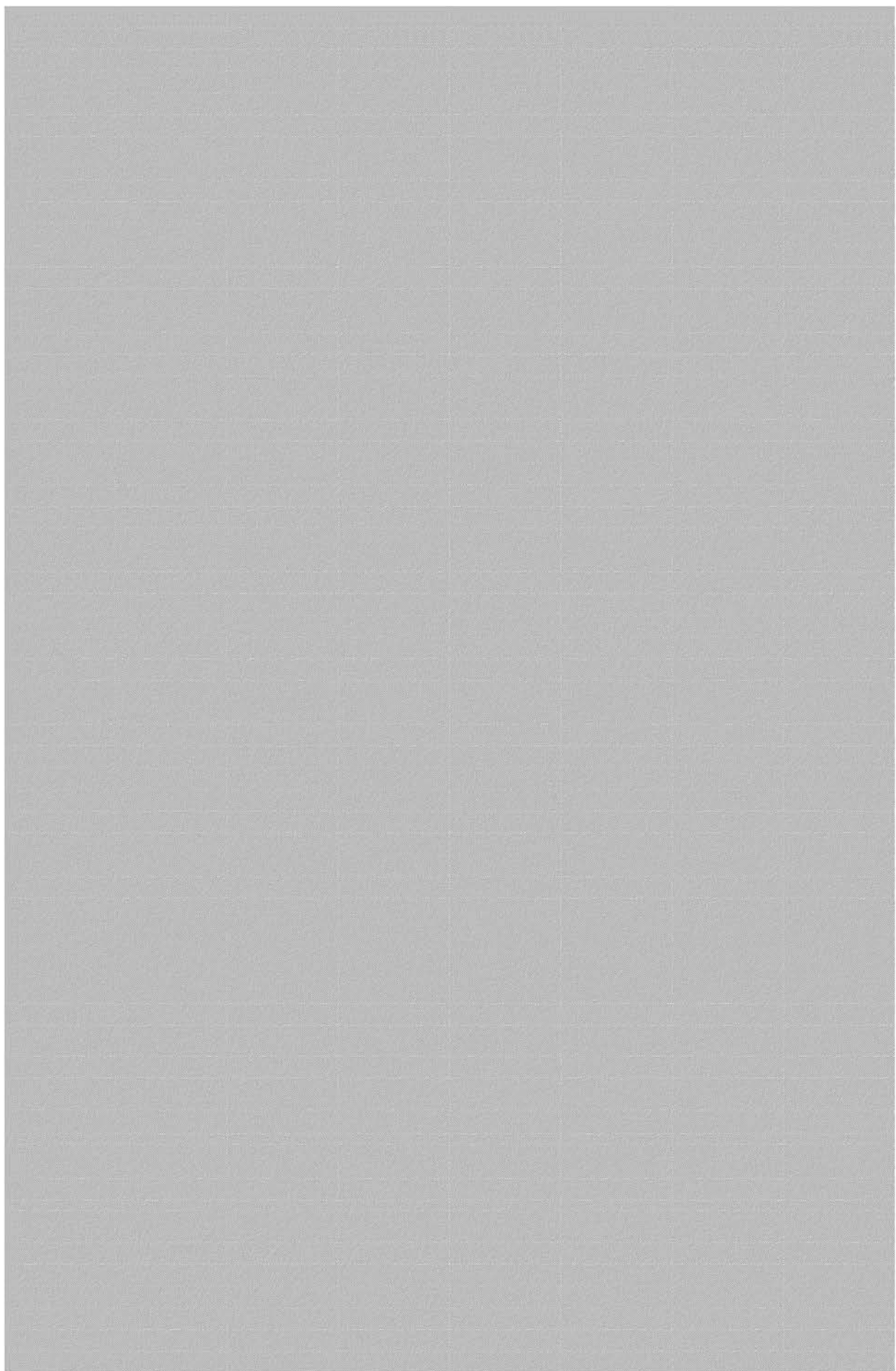


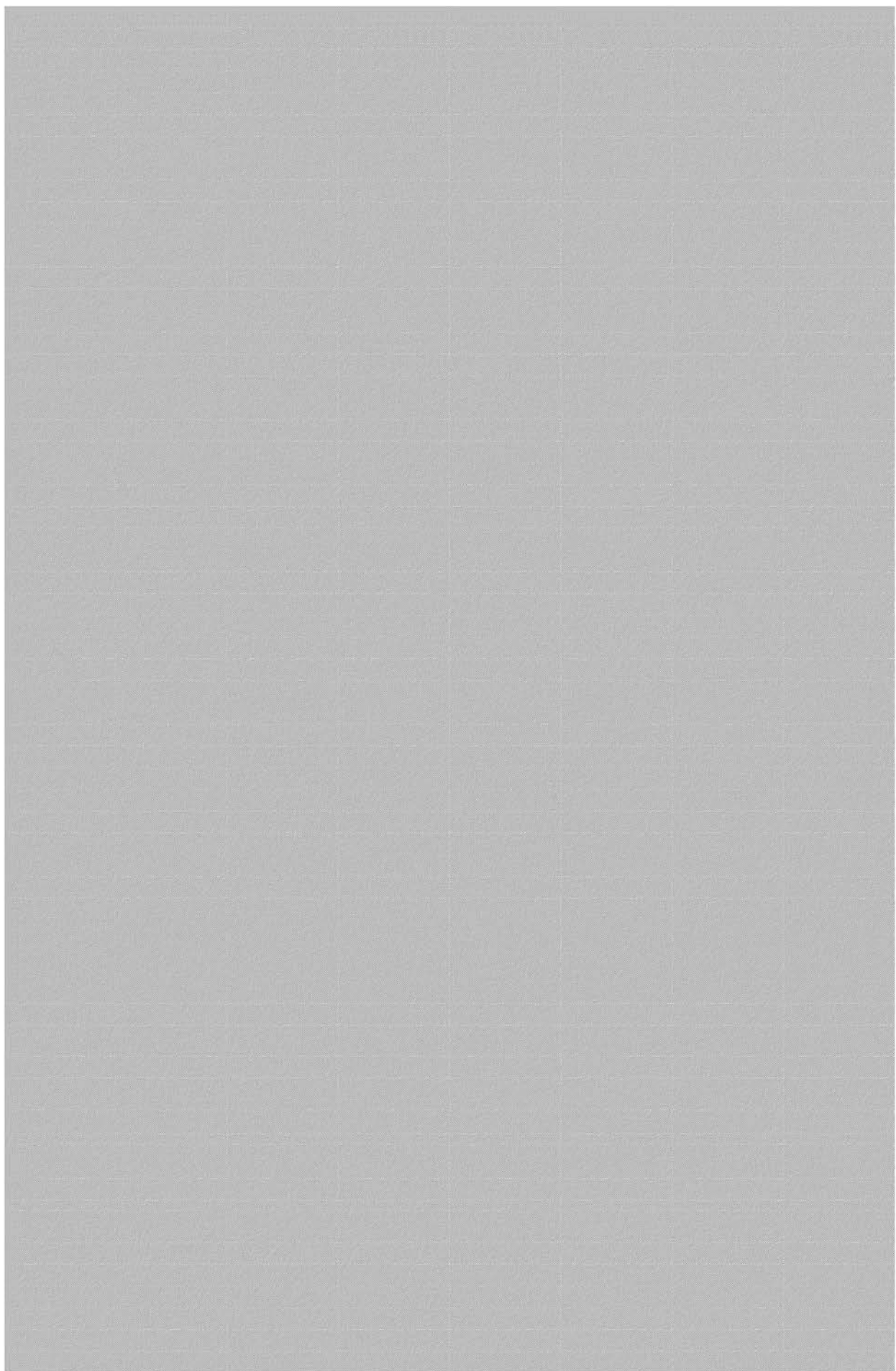


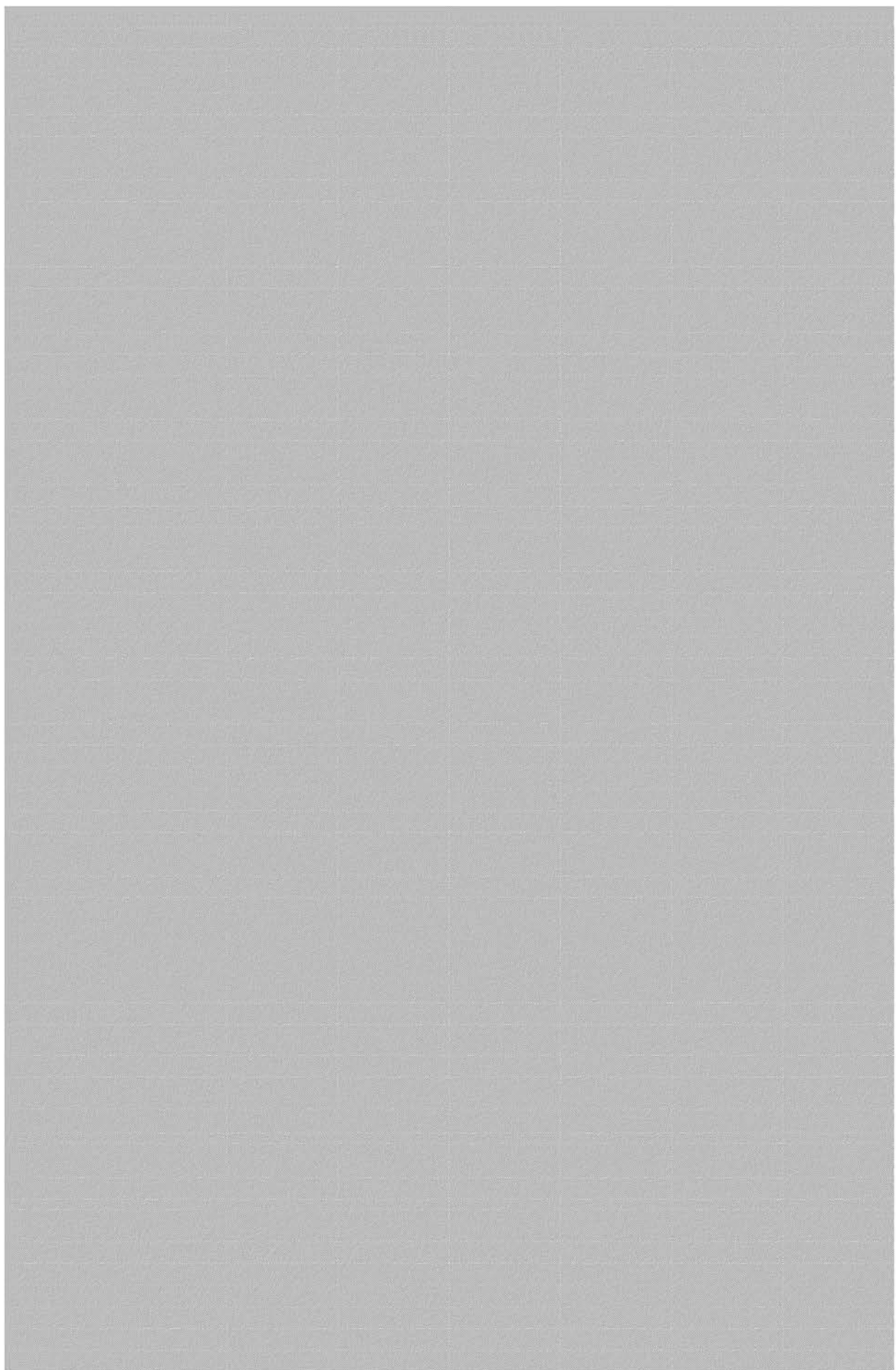


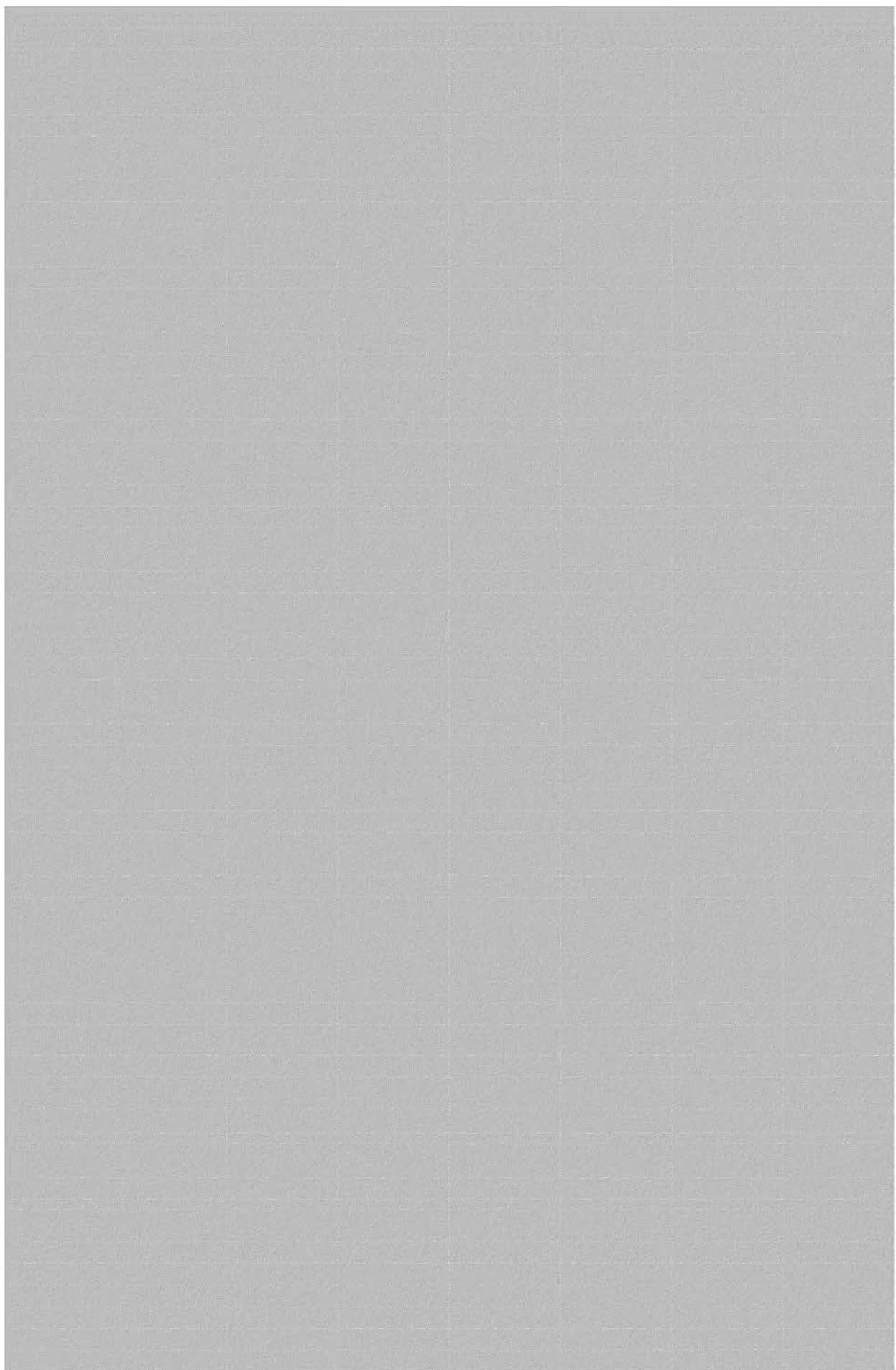


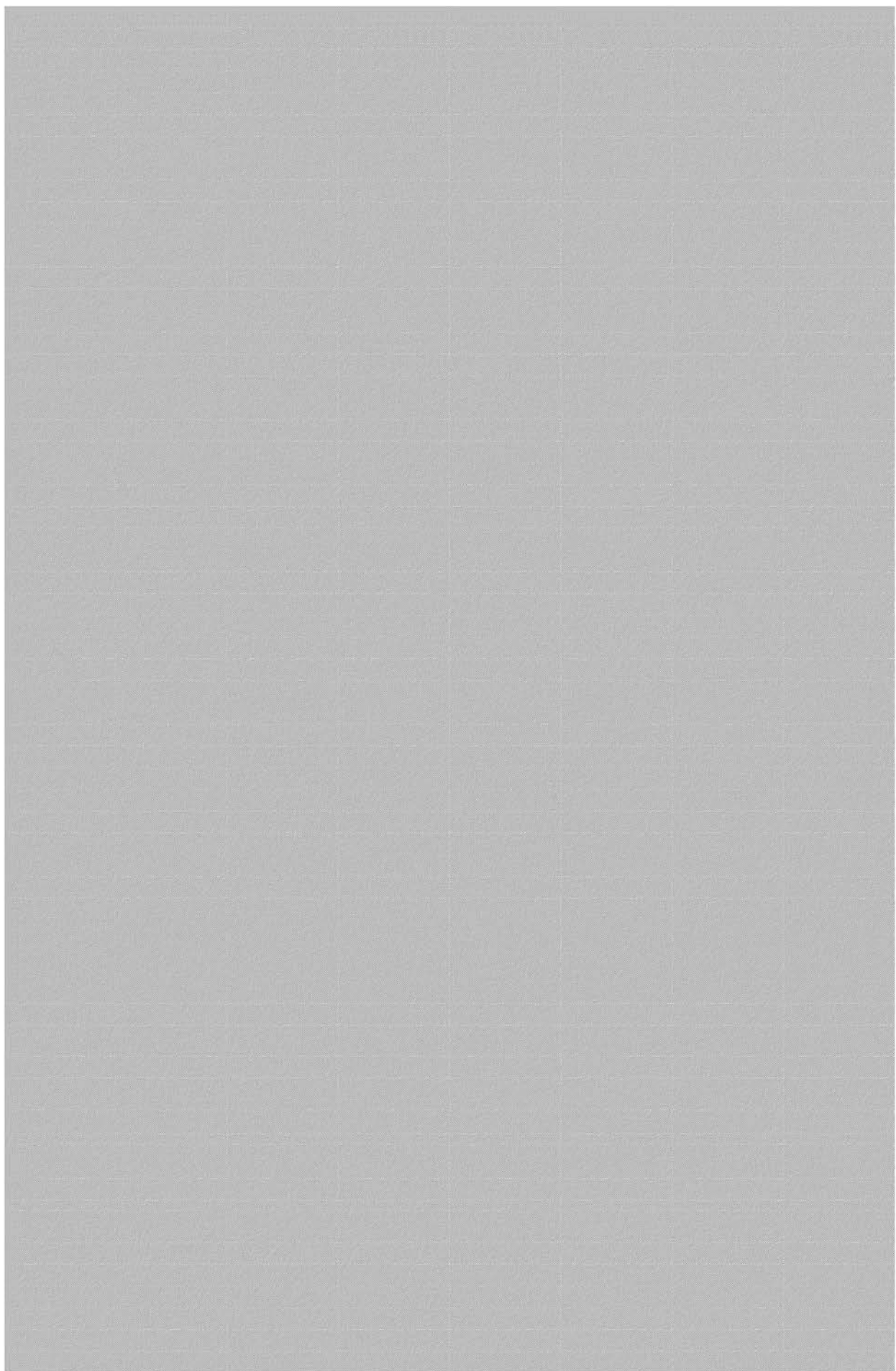


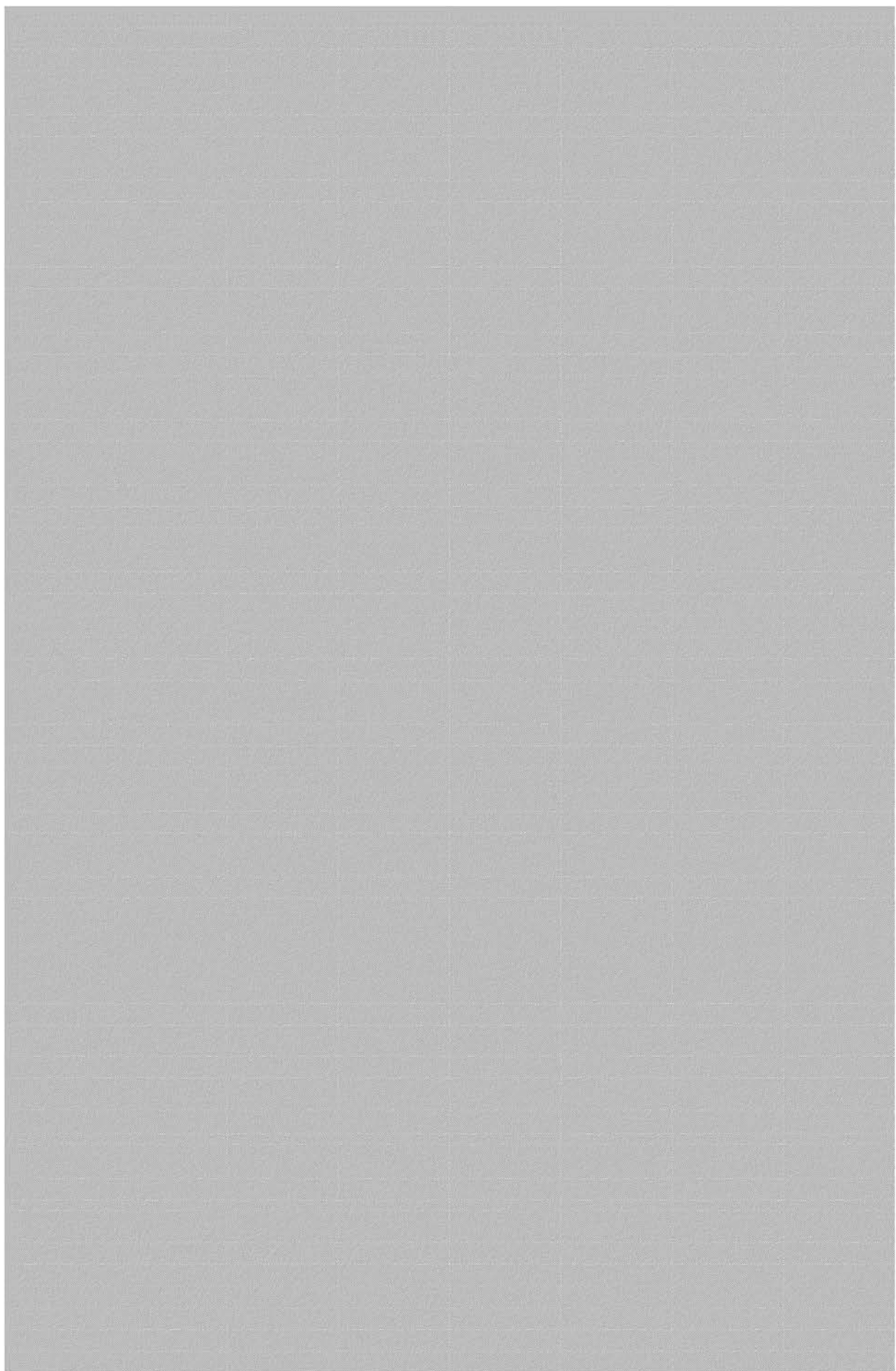


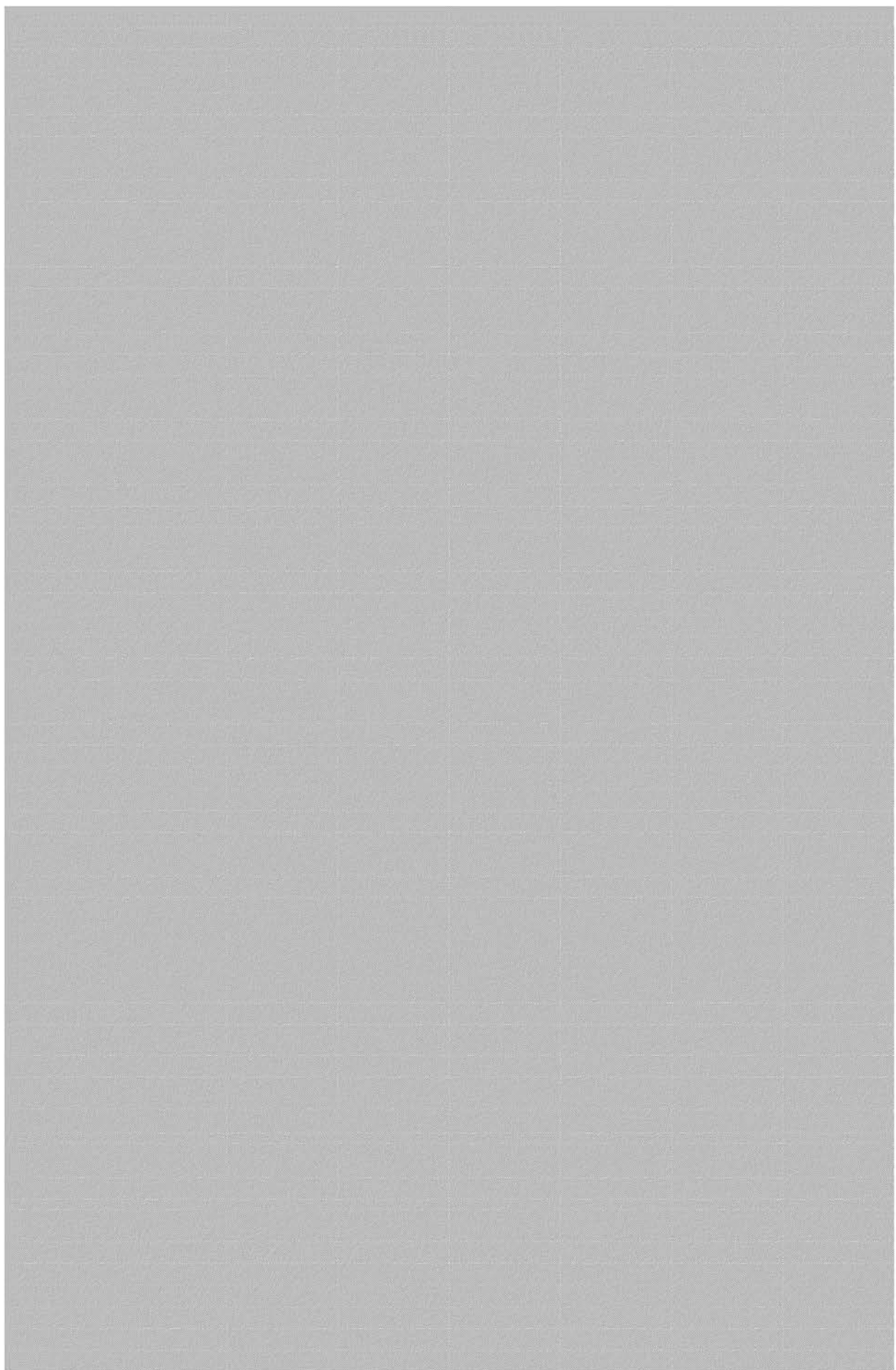


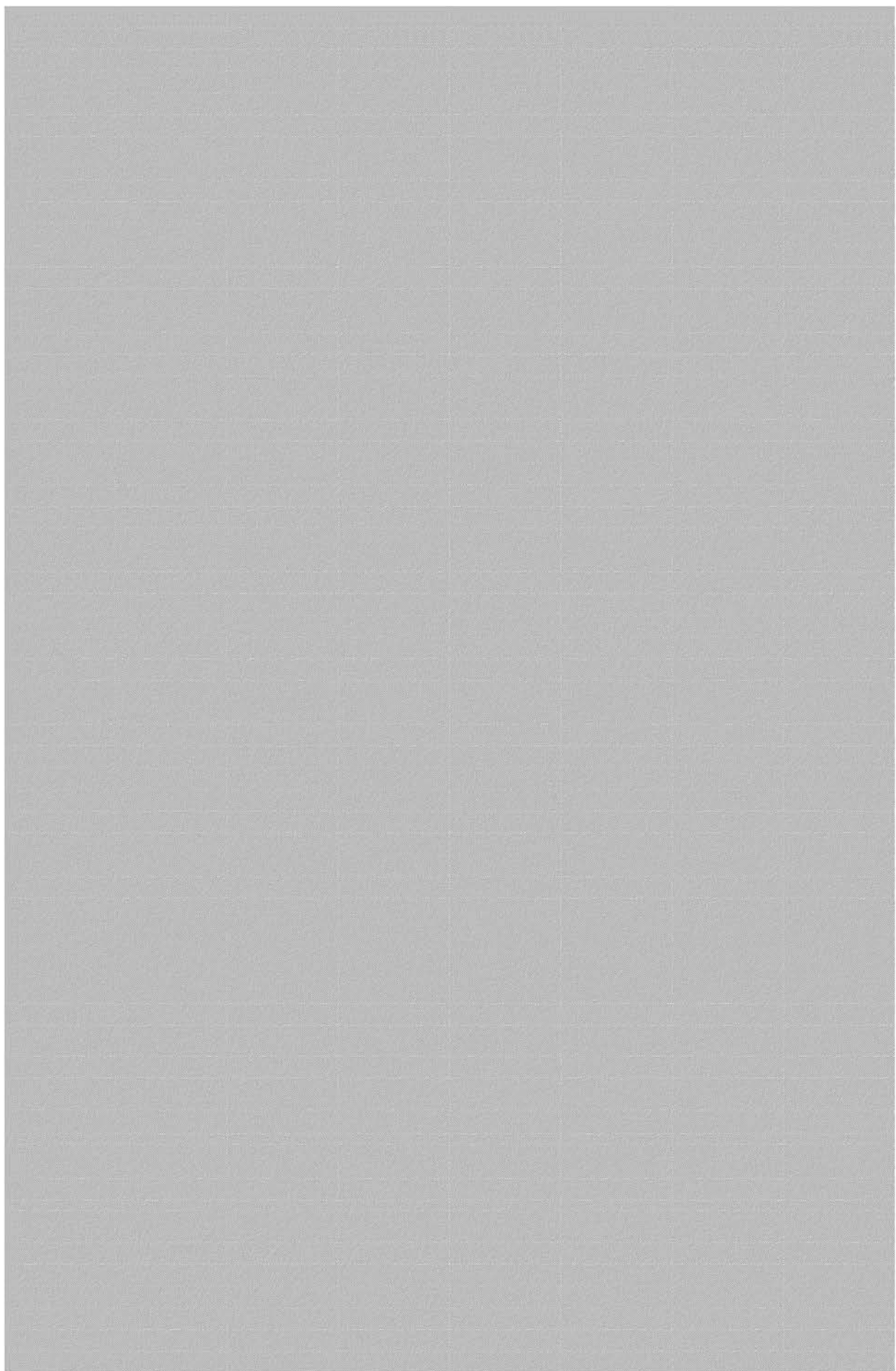


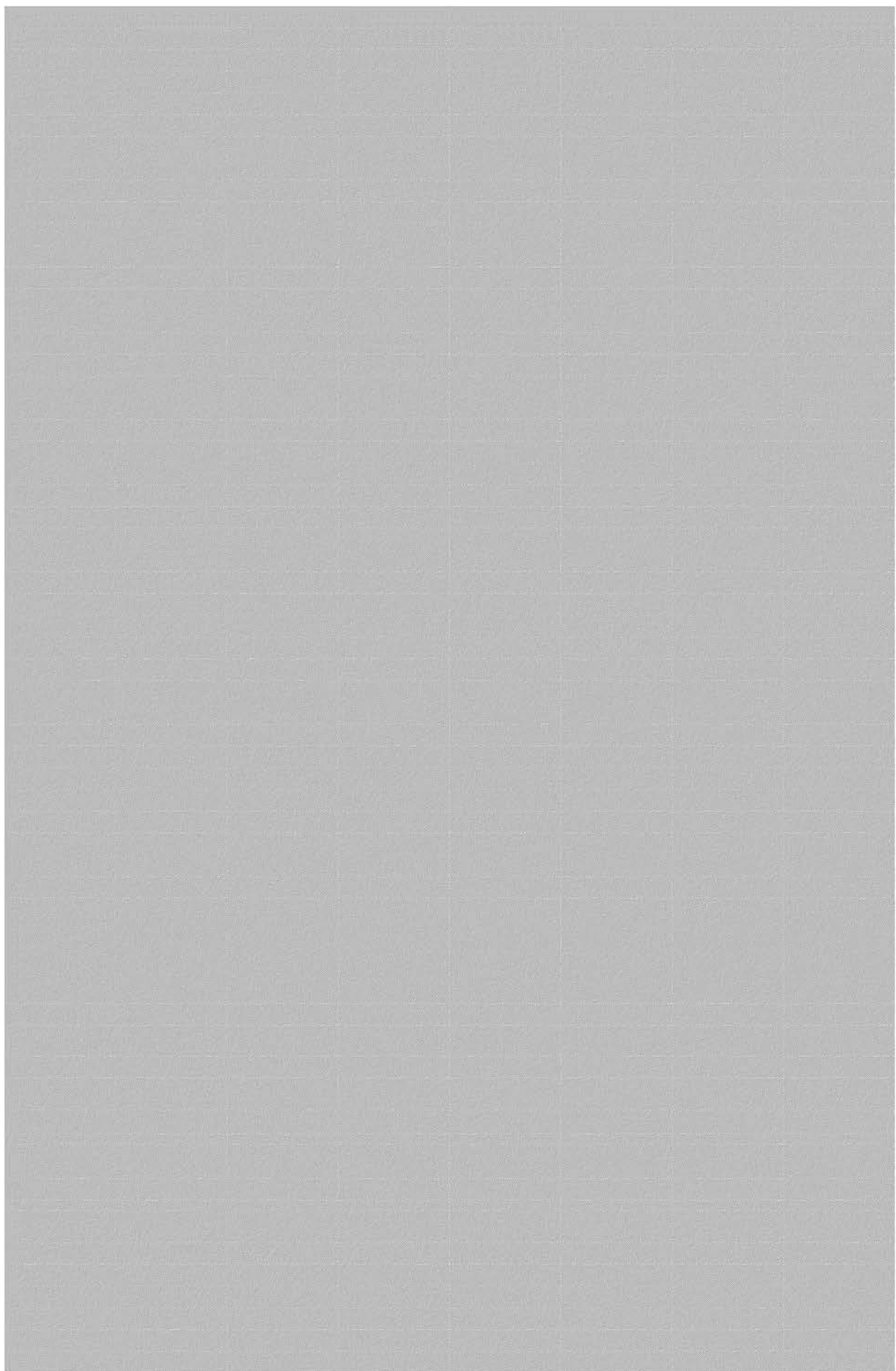


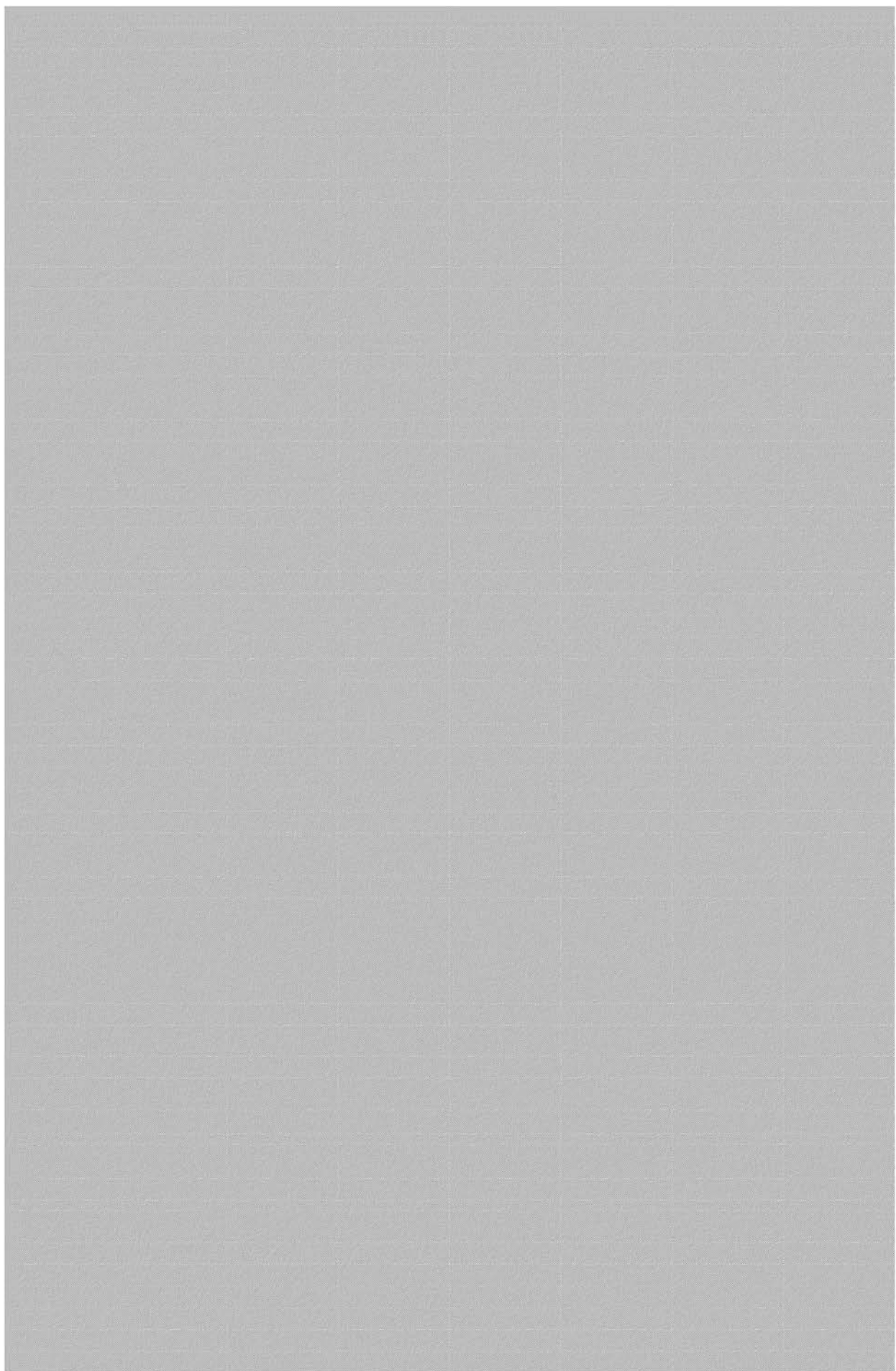


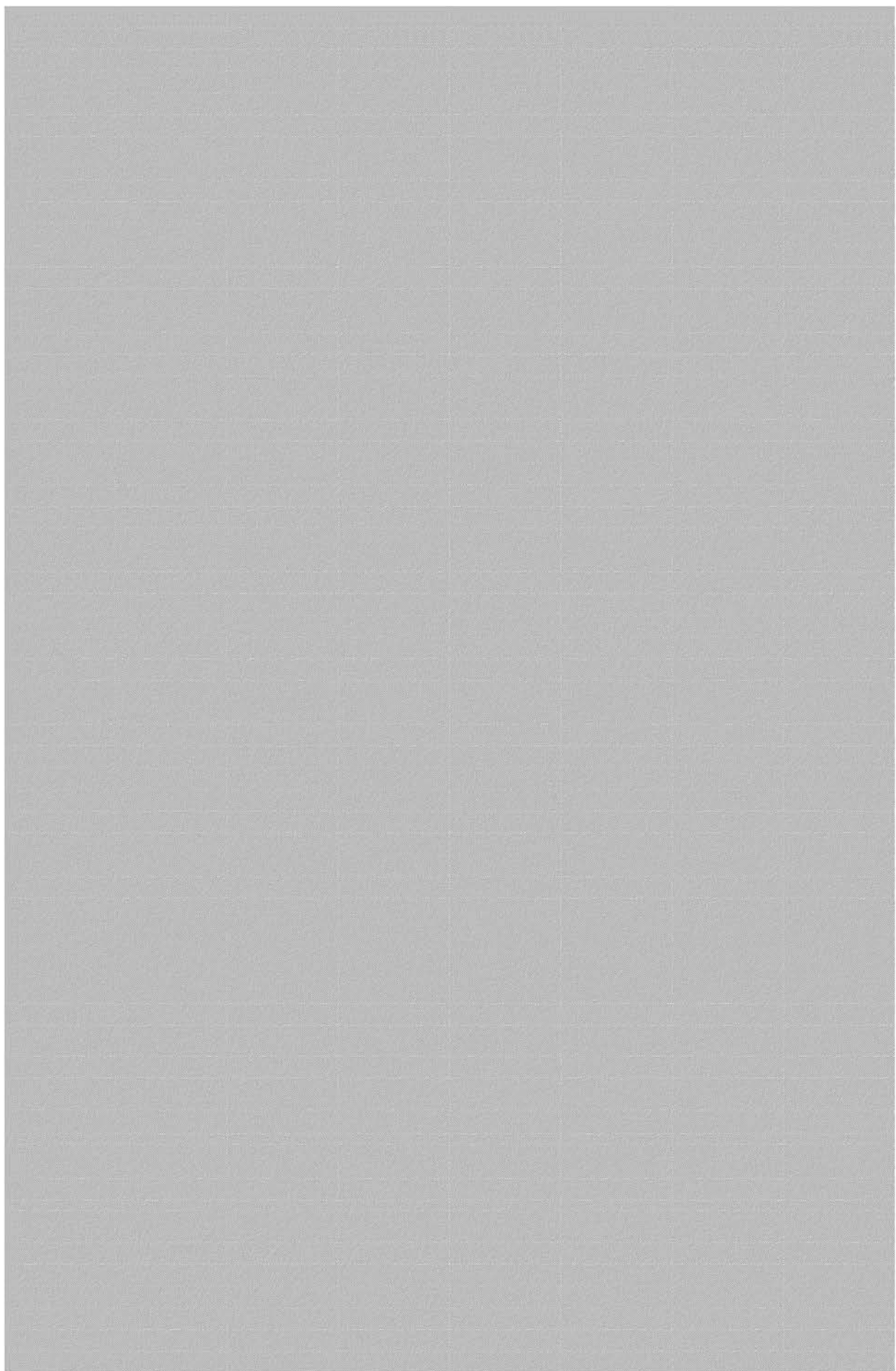


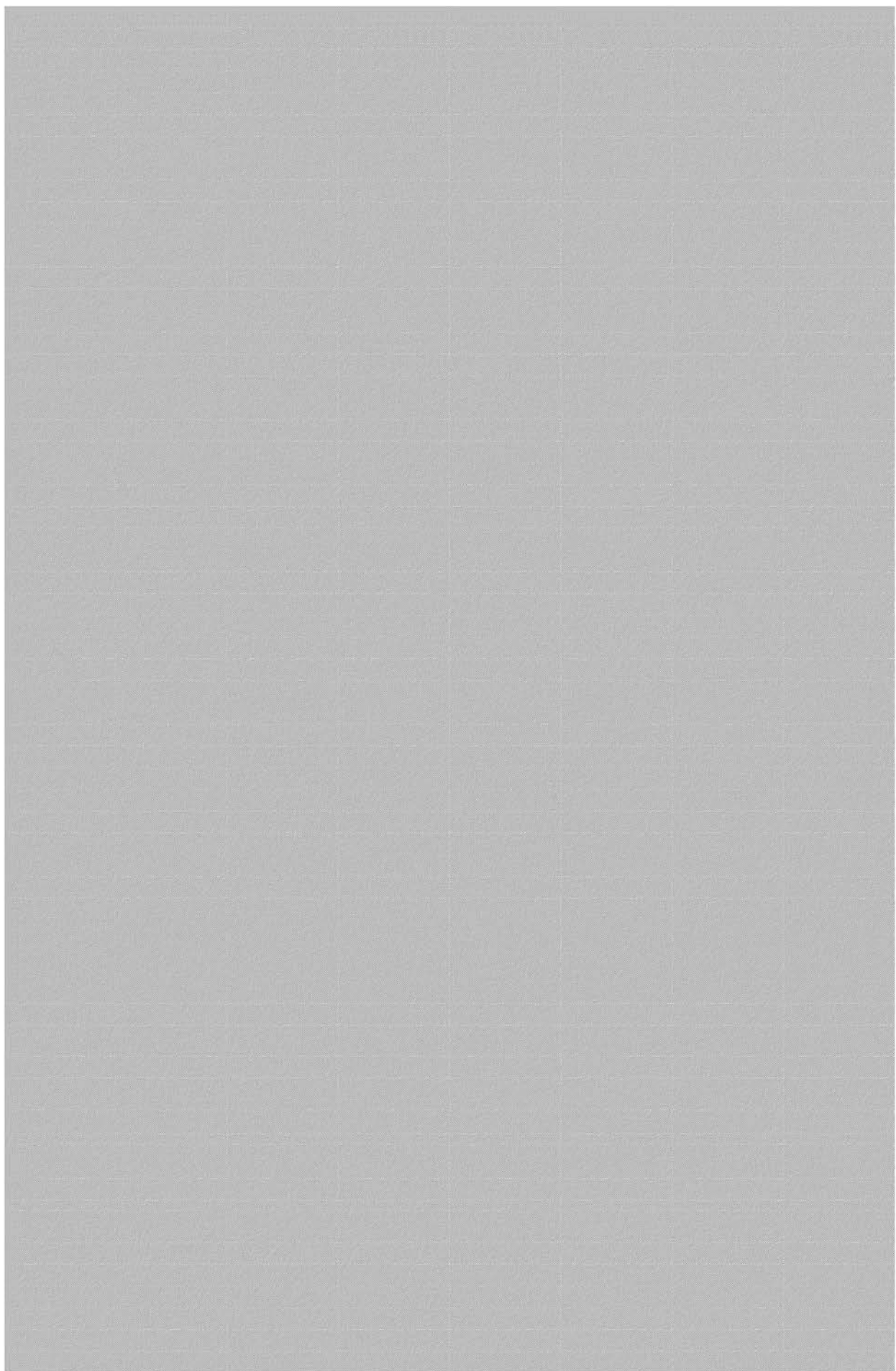


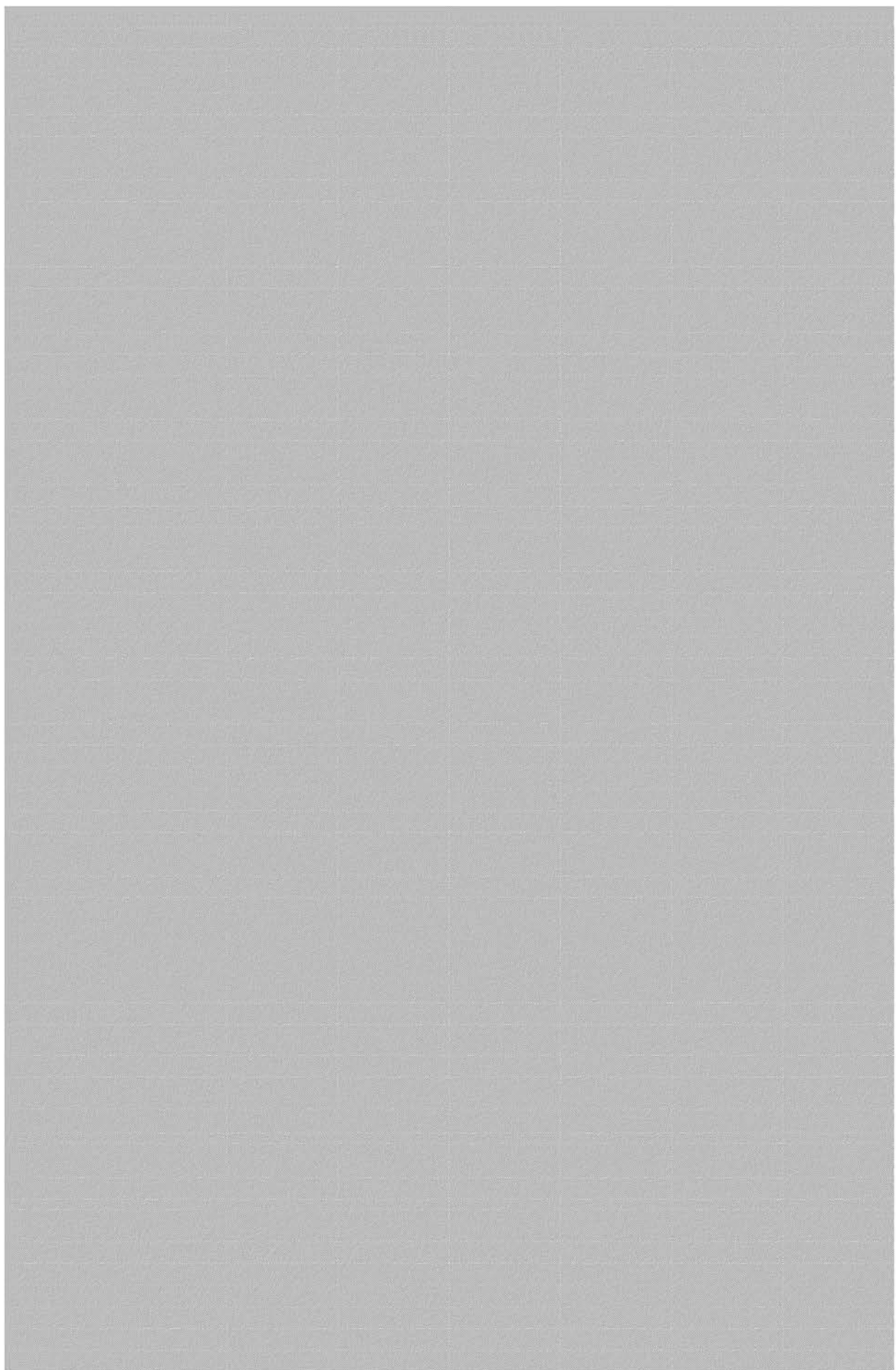


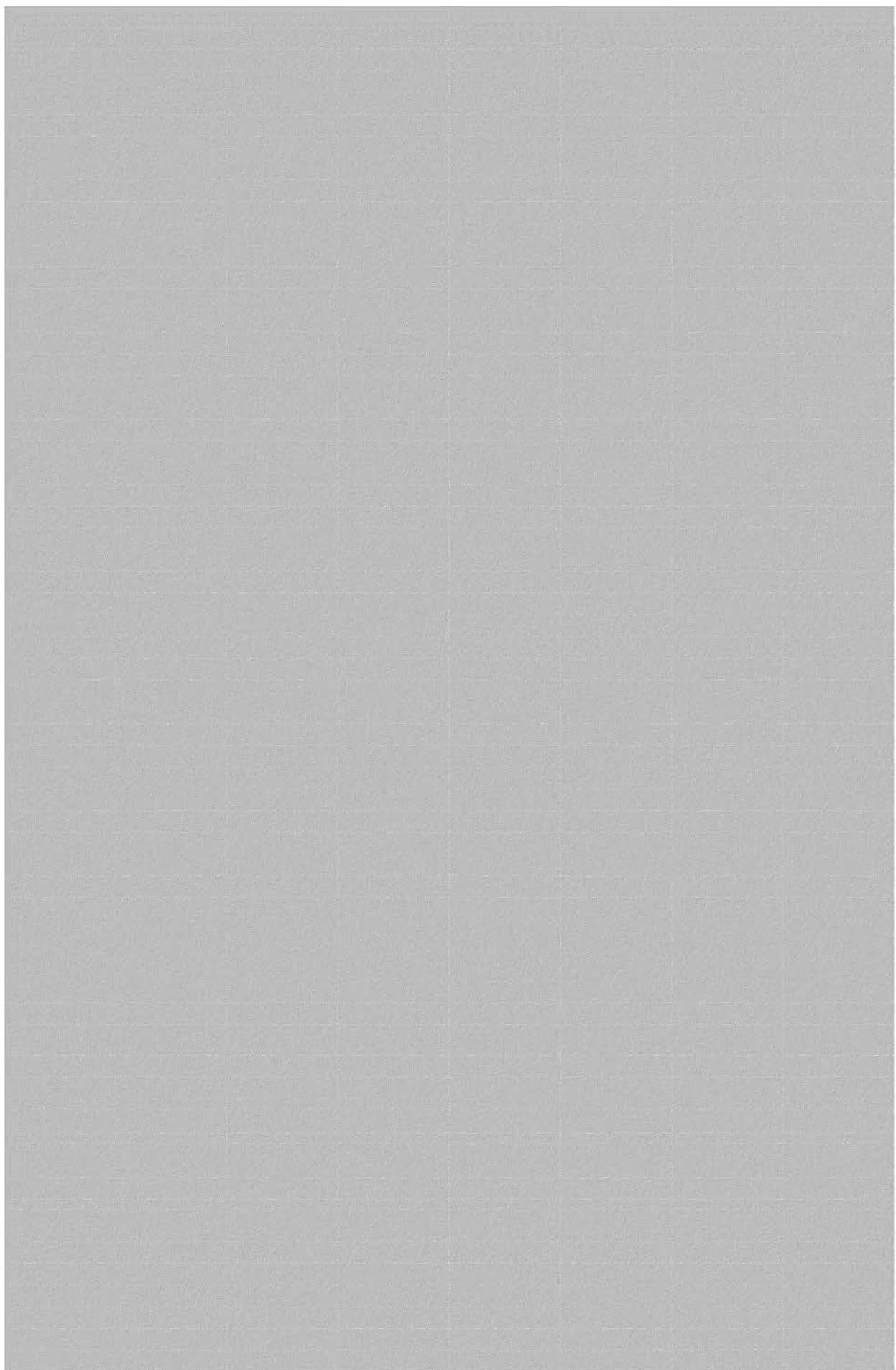


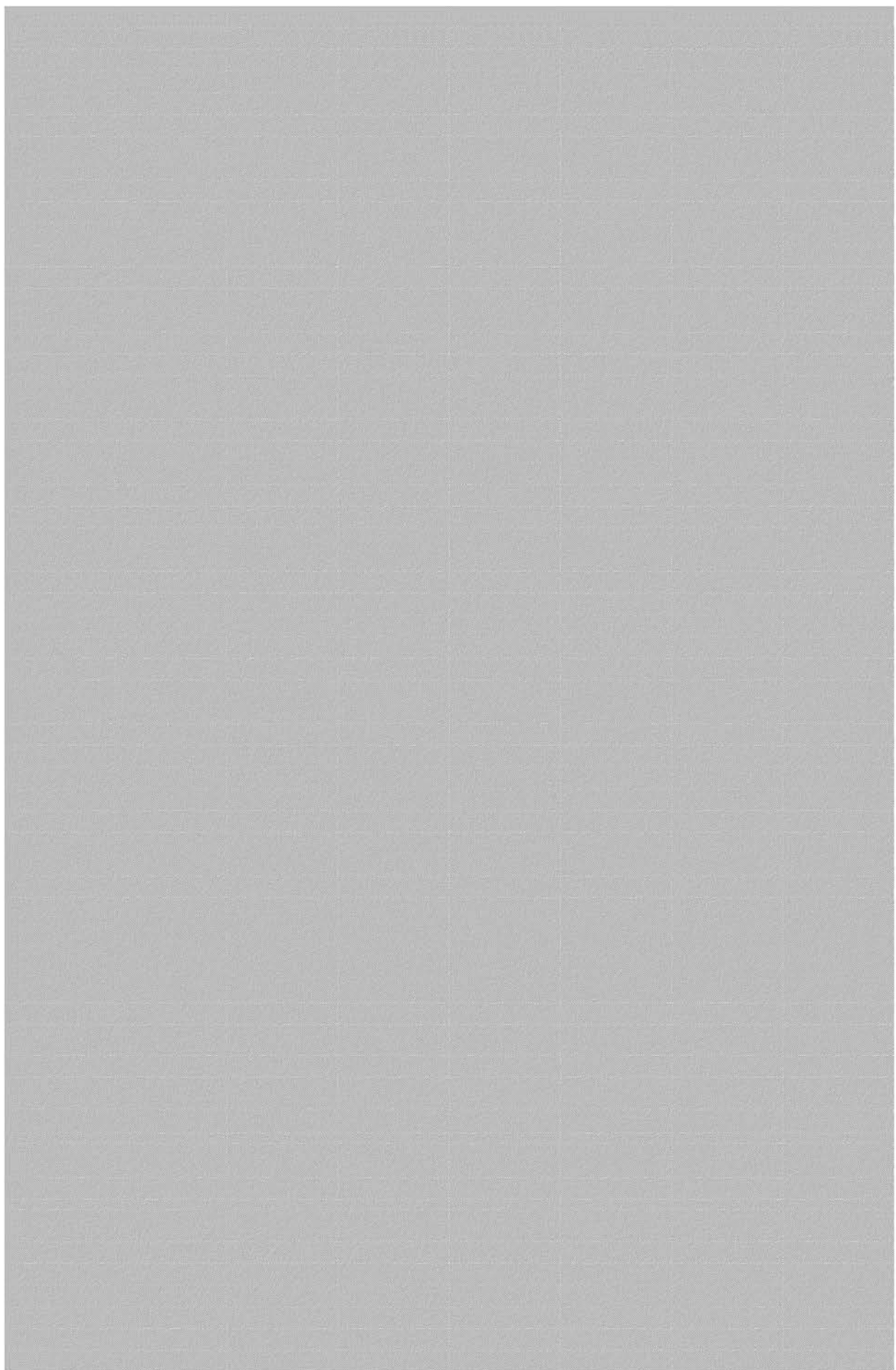


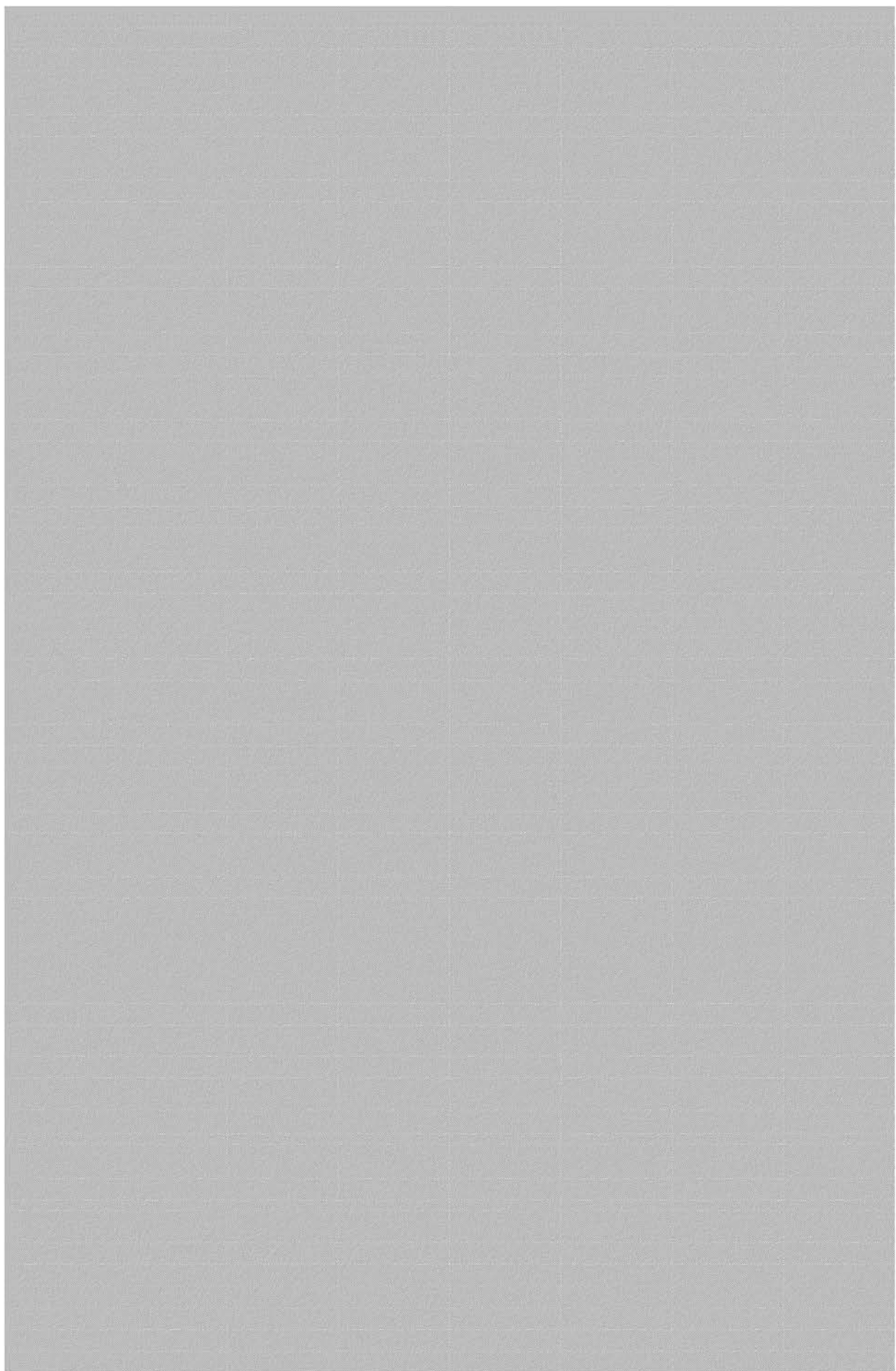


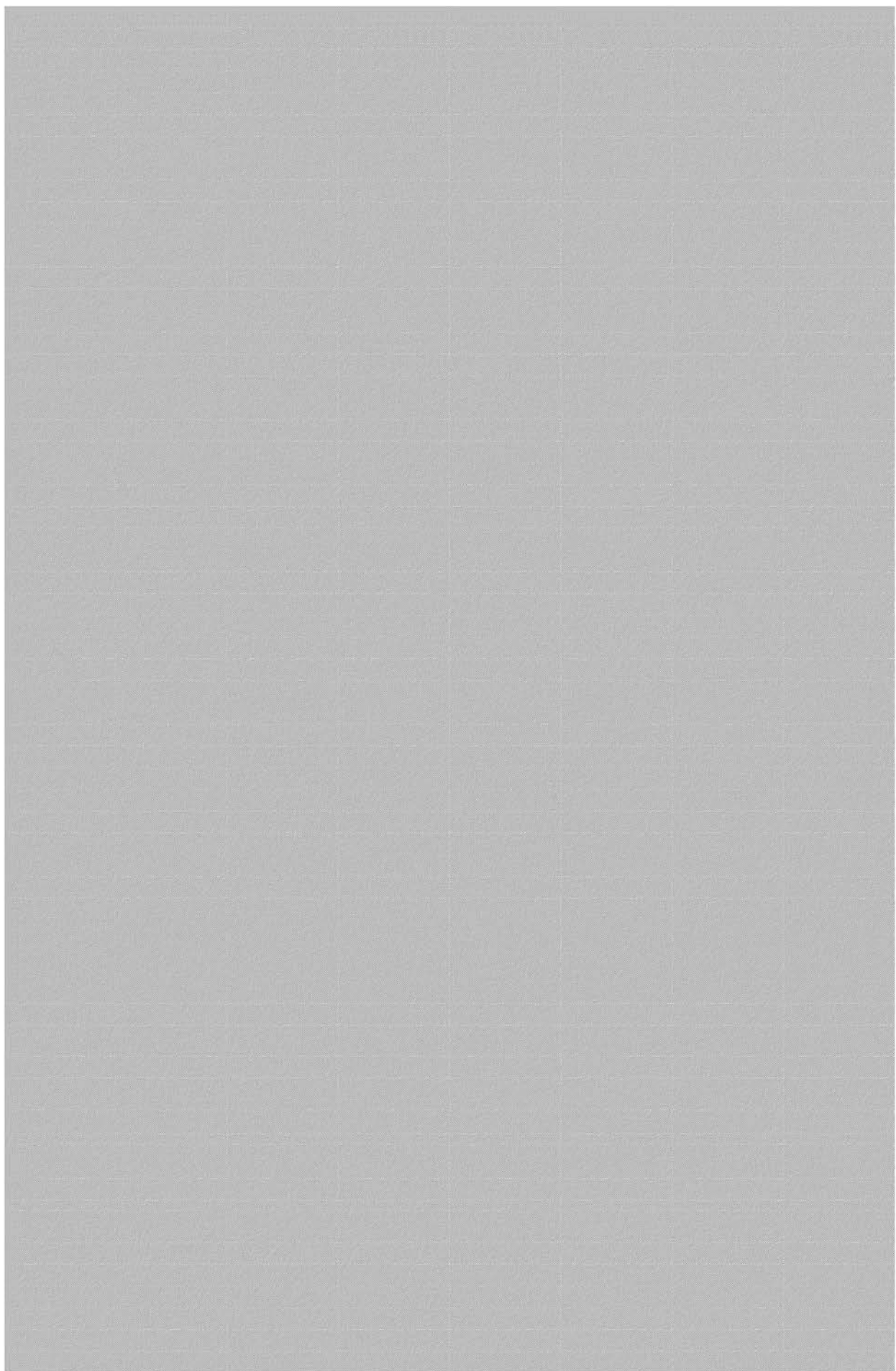


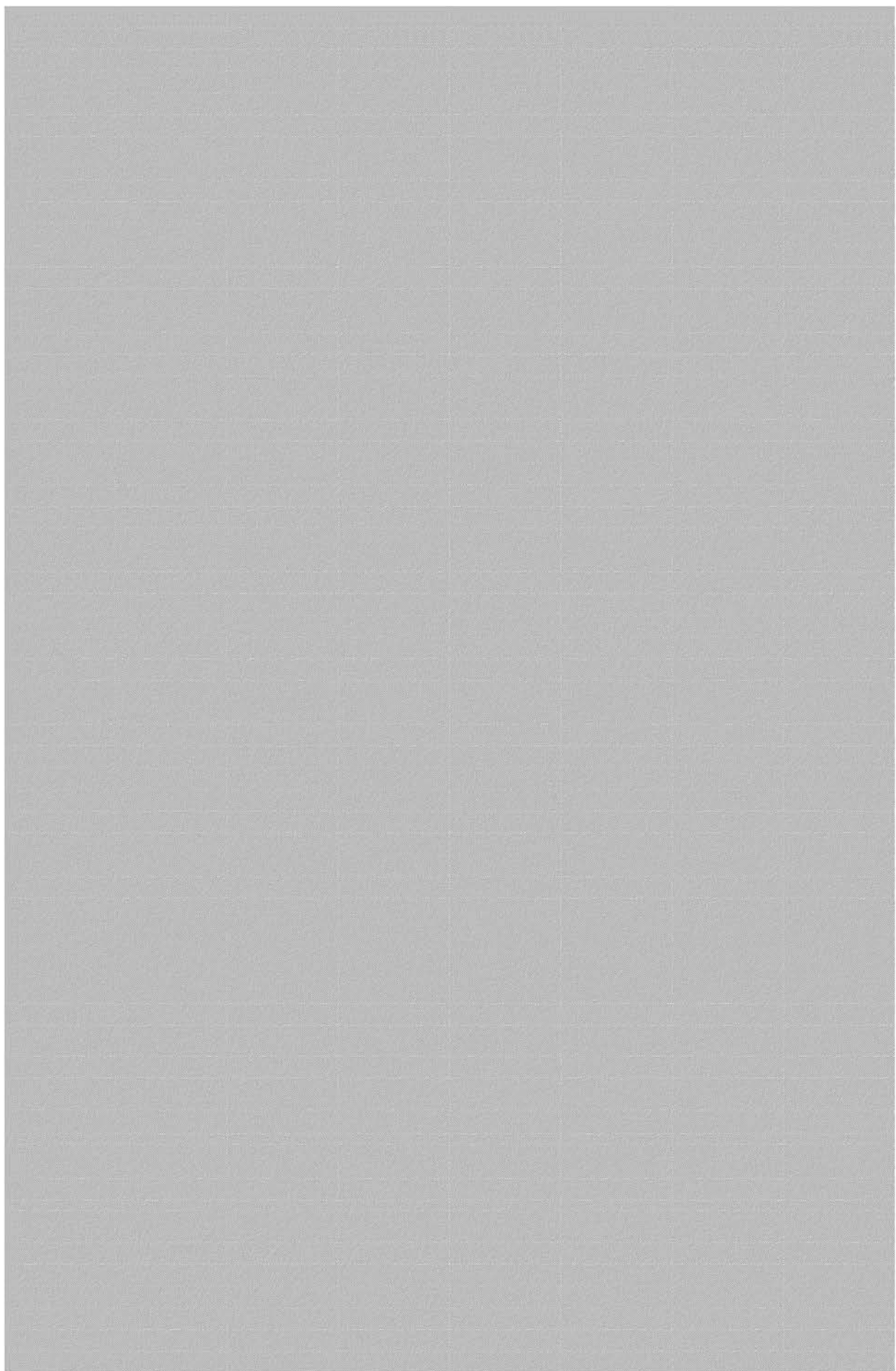


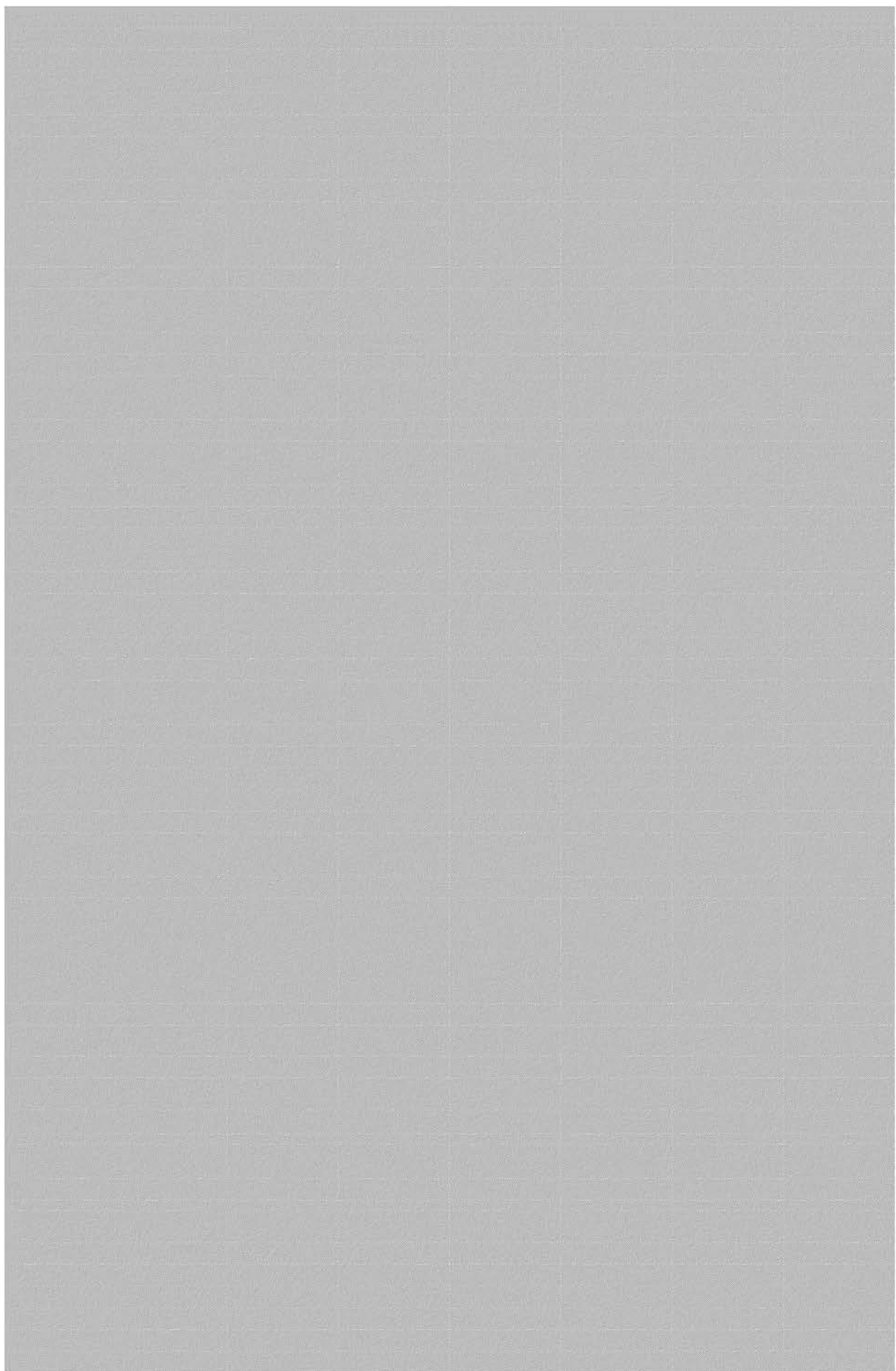












Tips

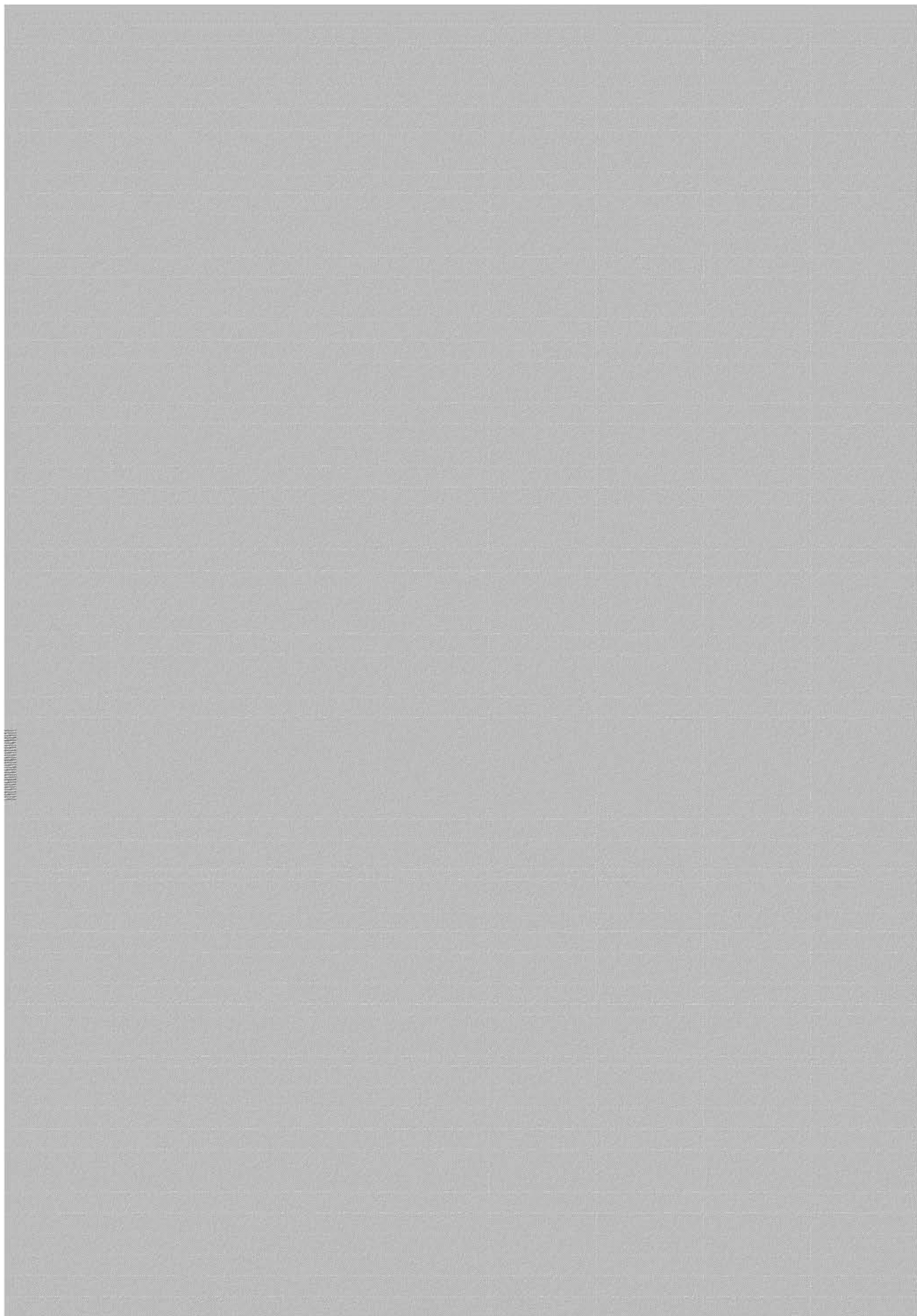
an amount in the quantity column for each line item.

ers, use a previous invoice or "Keep Data" to streamline the data entry process.

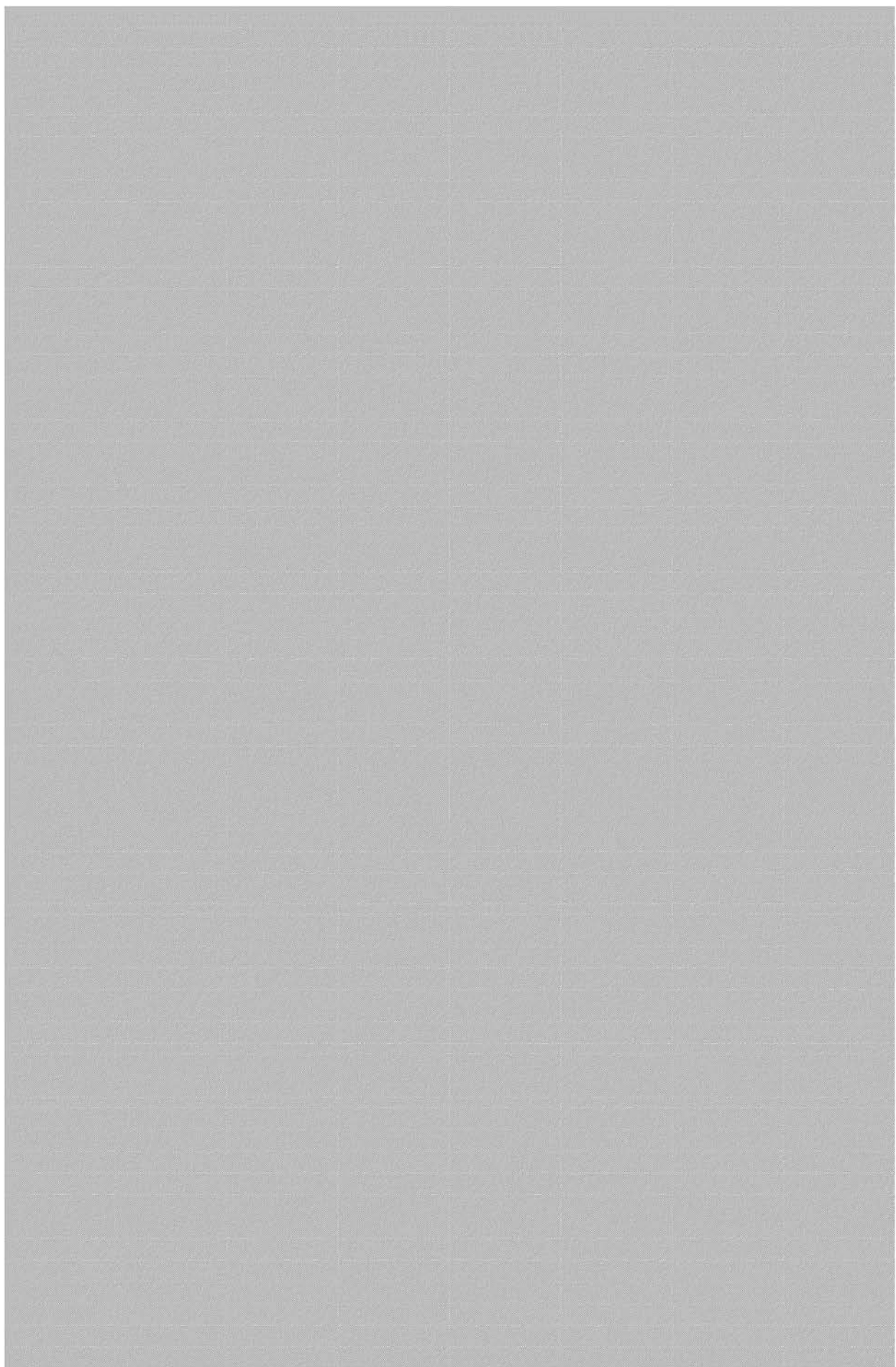
s unless the credit terms are clearly defined, so be sure to state which you and your customer have agreed.

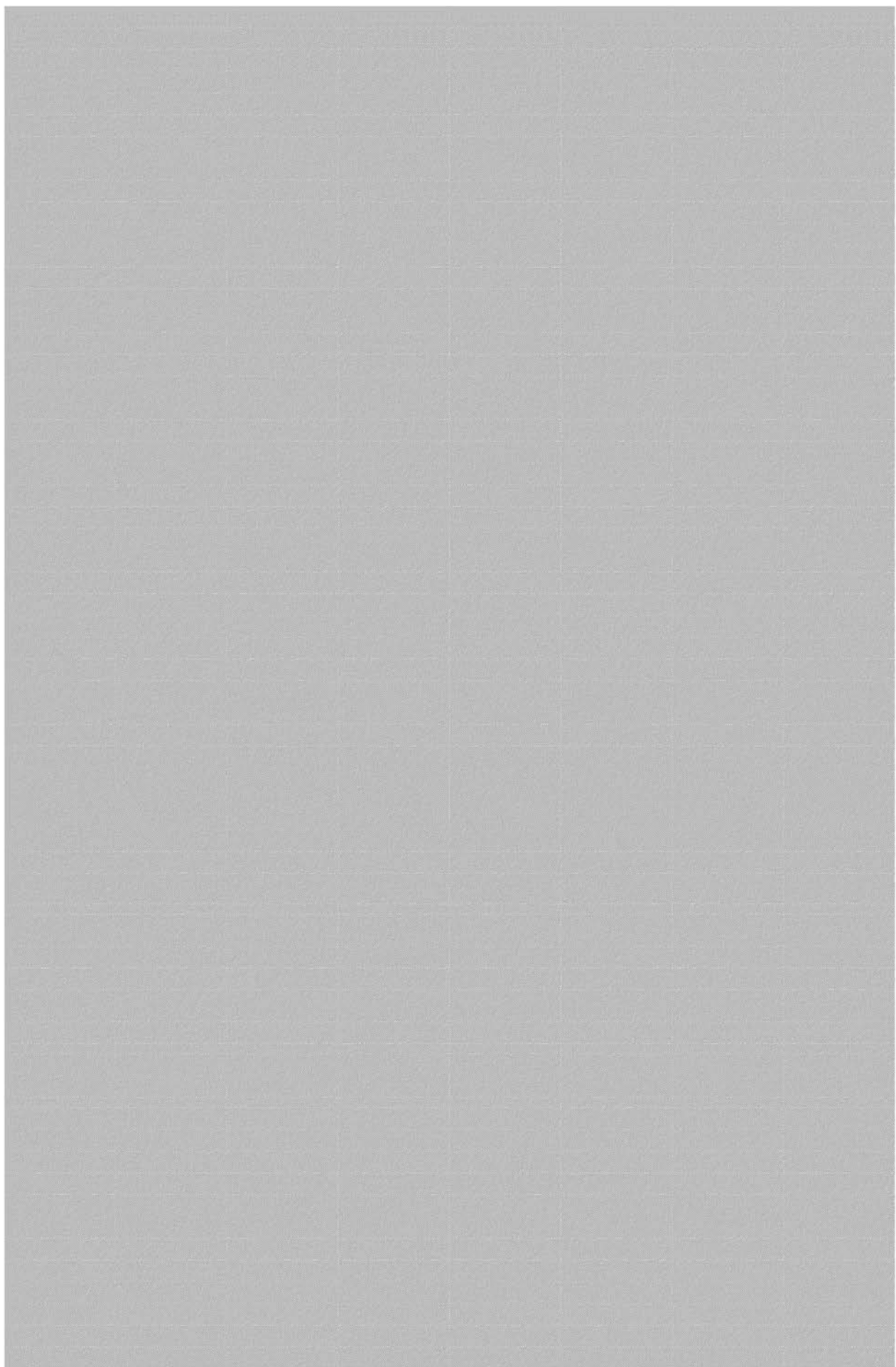
description, make sure you enter the quantity and the price on w, or you may get an incorrect answer.

ected so that you can enter any tax as a value, or enter a formula as a tax, as your state may require one.



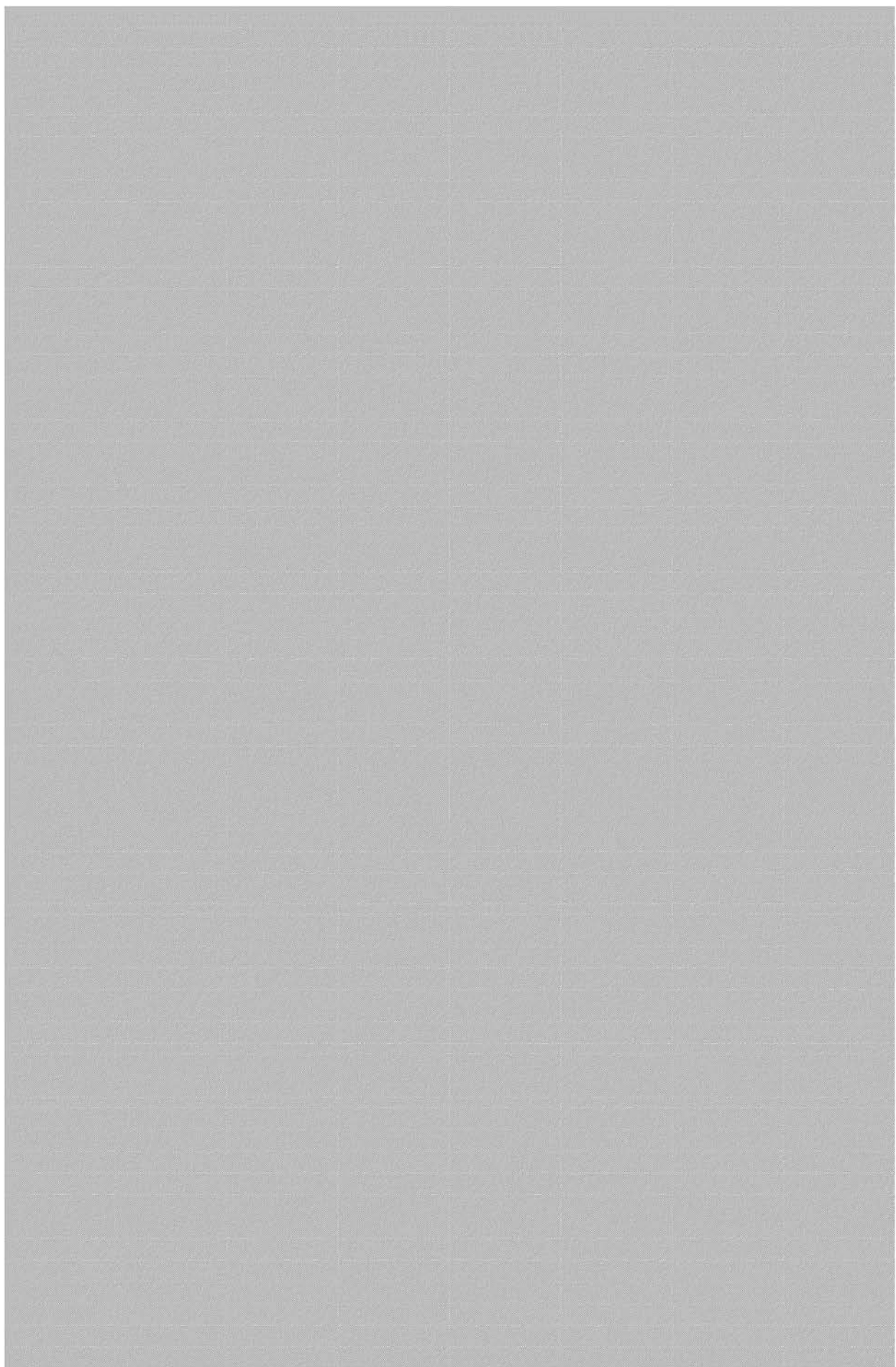


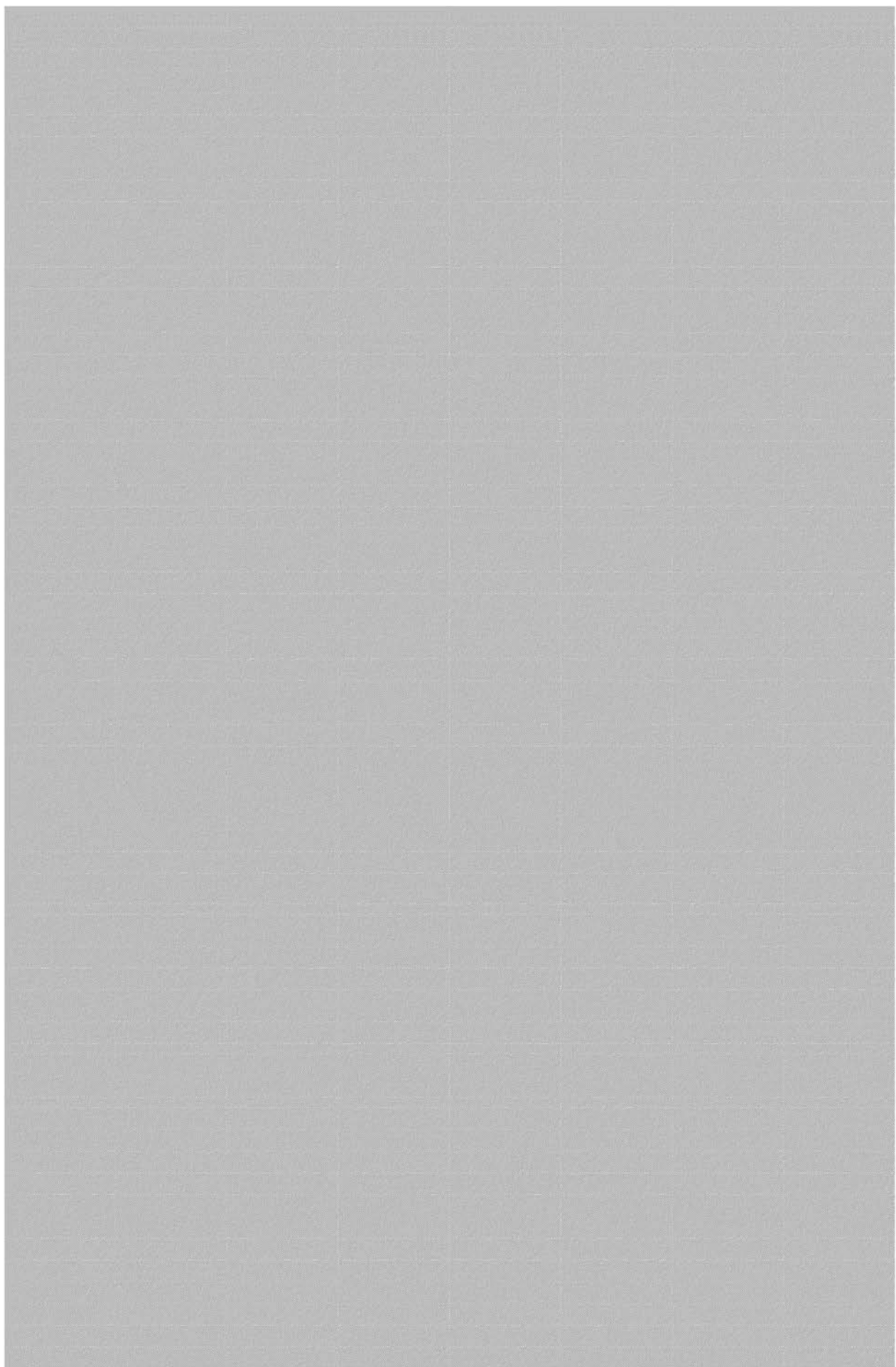






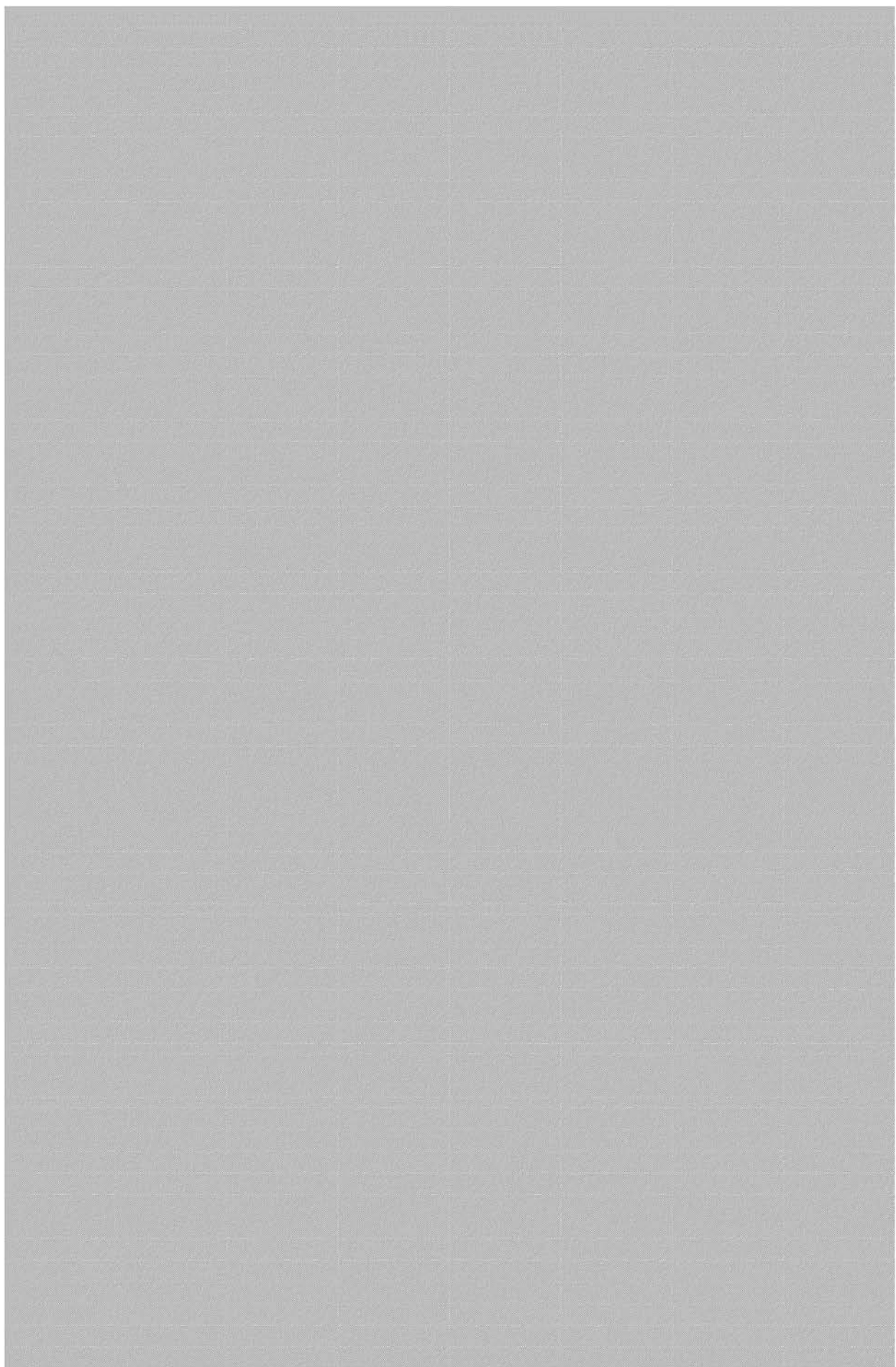


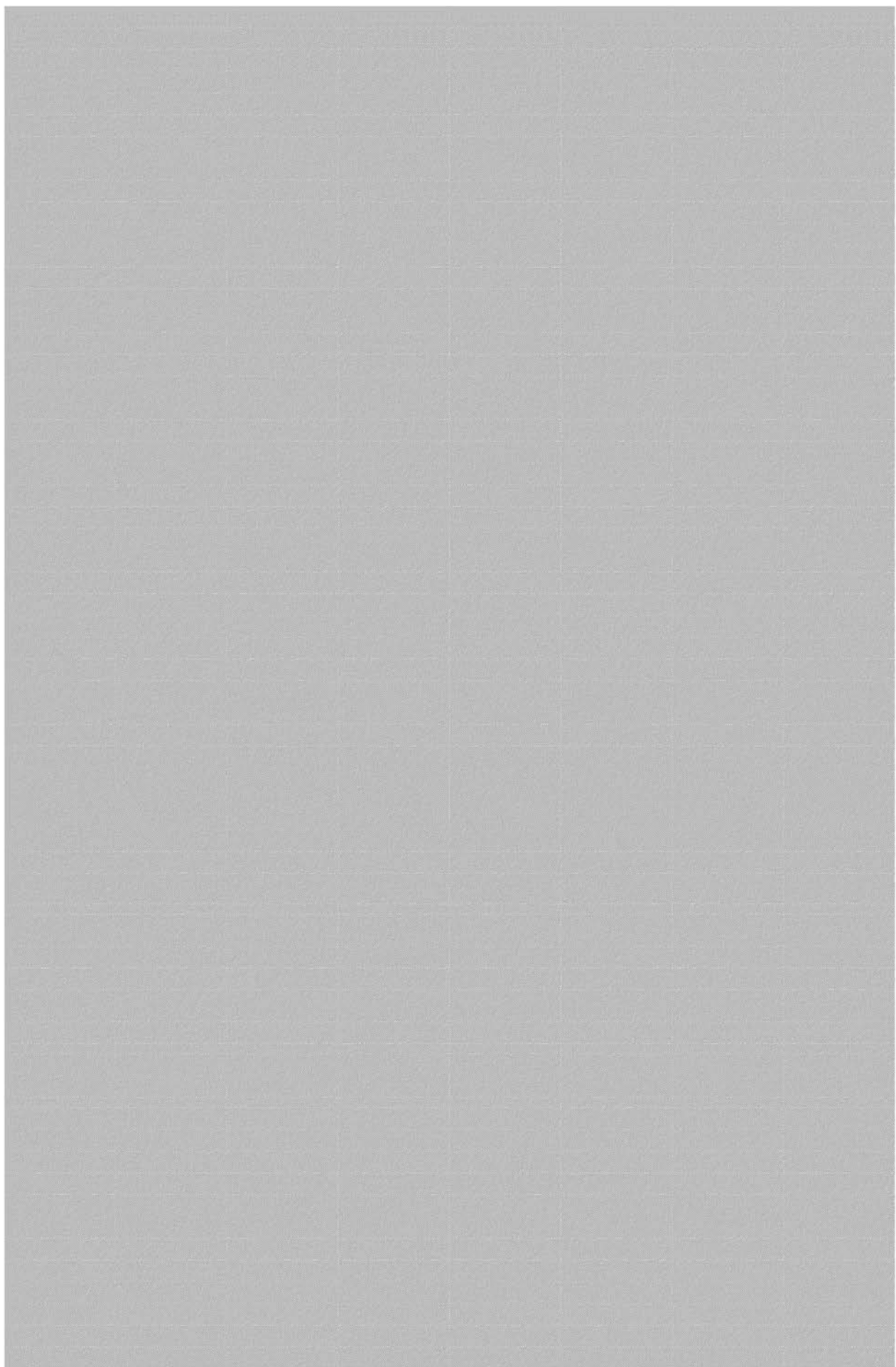






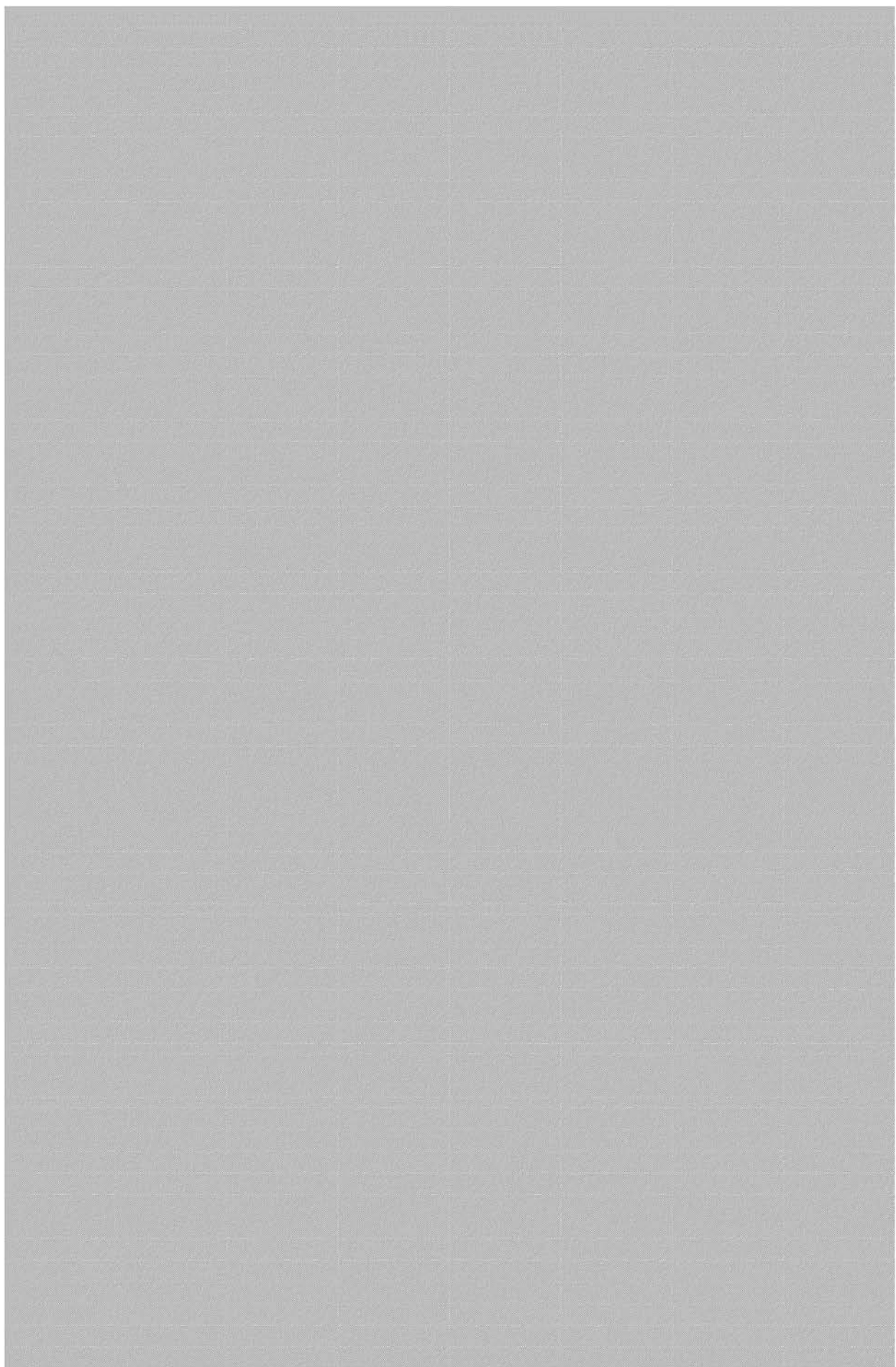


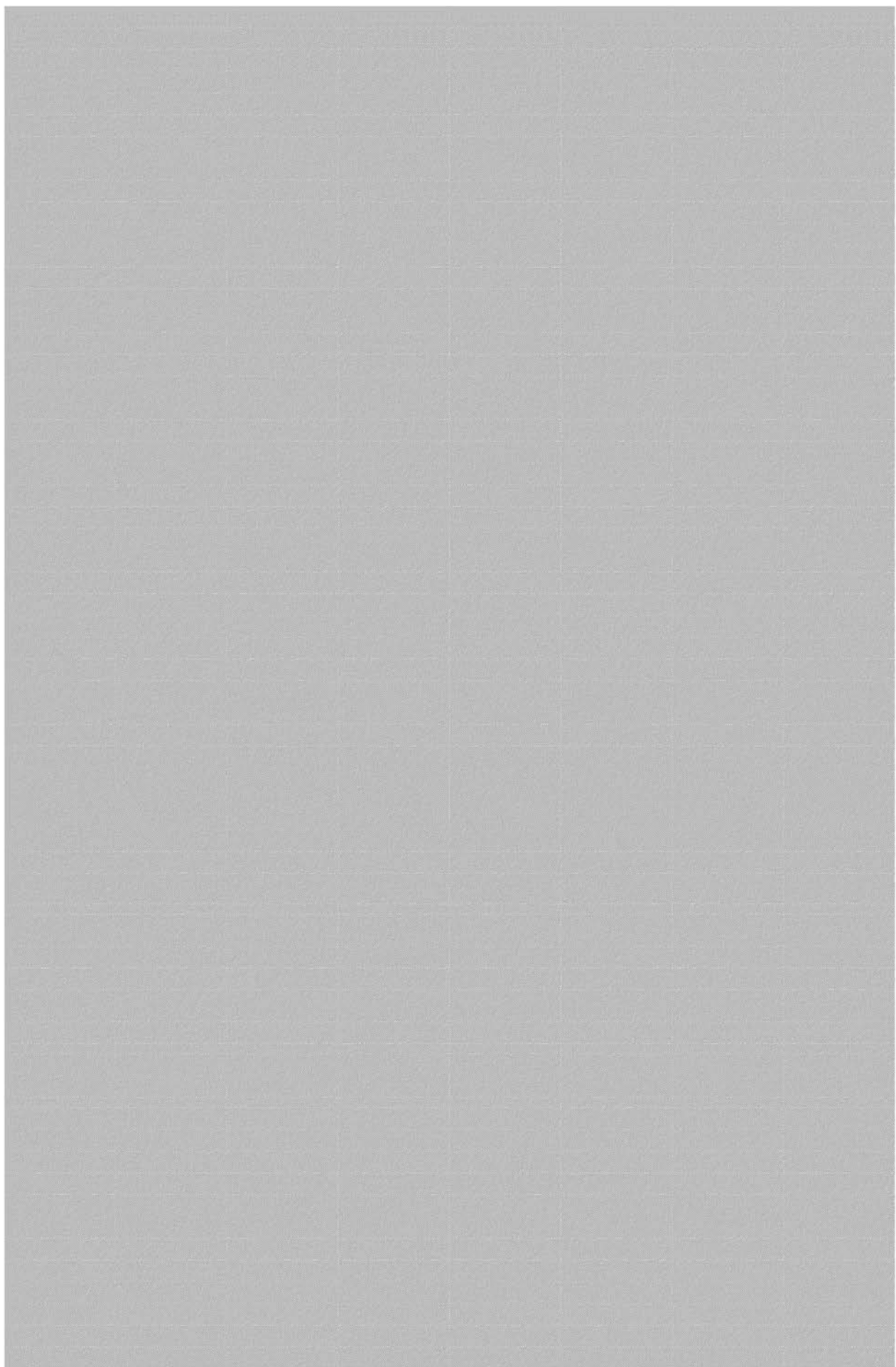






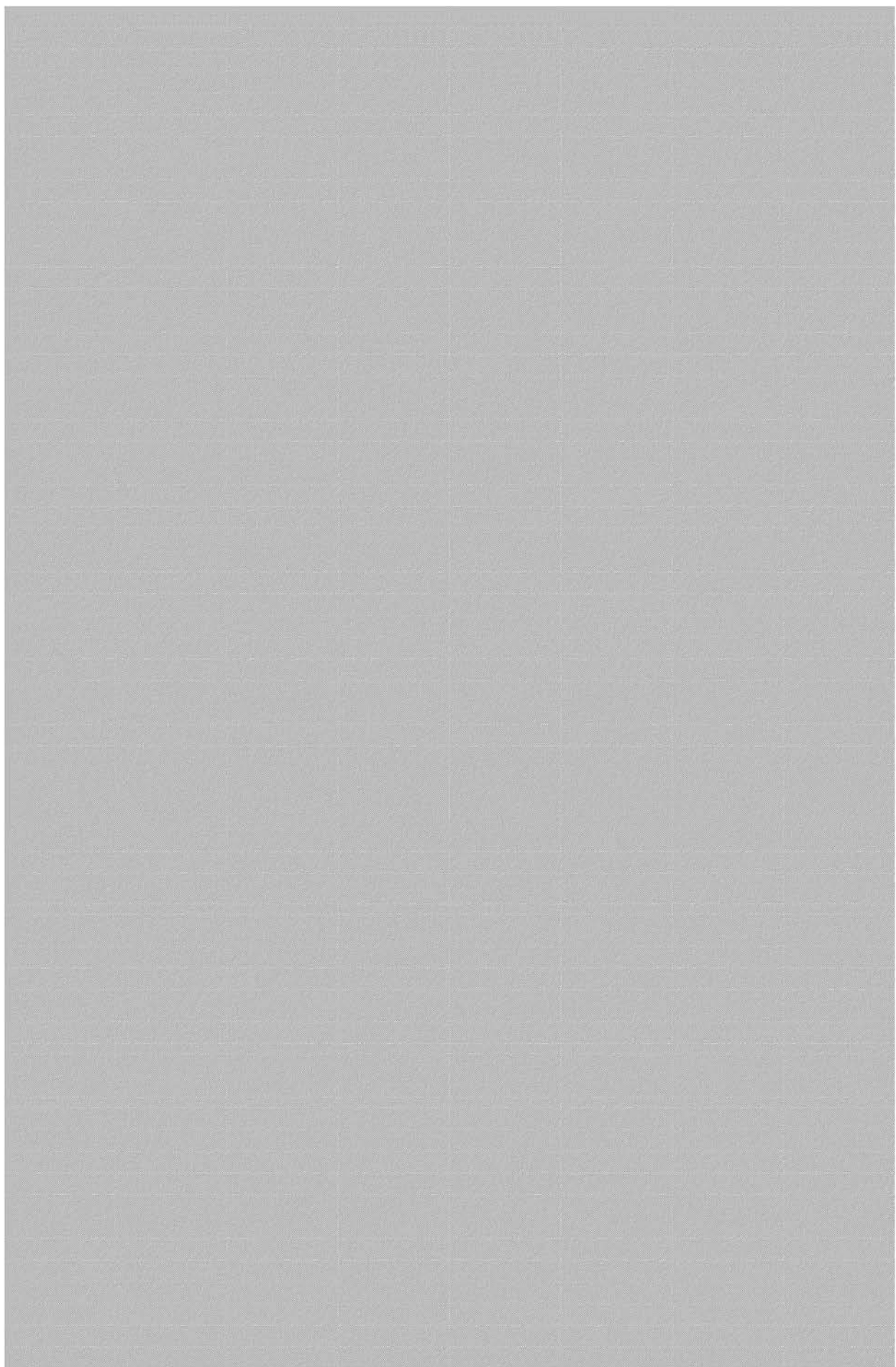


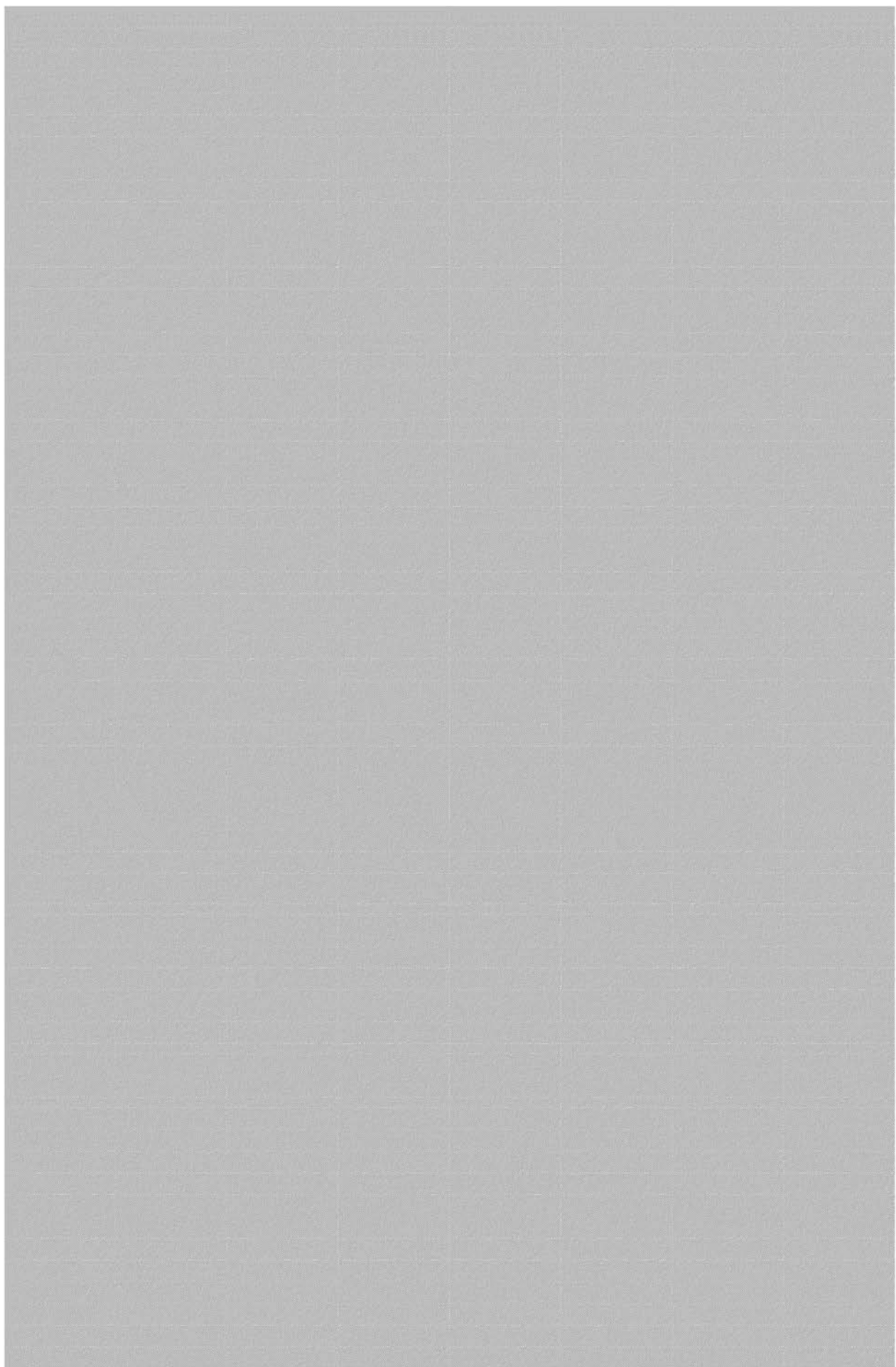






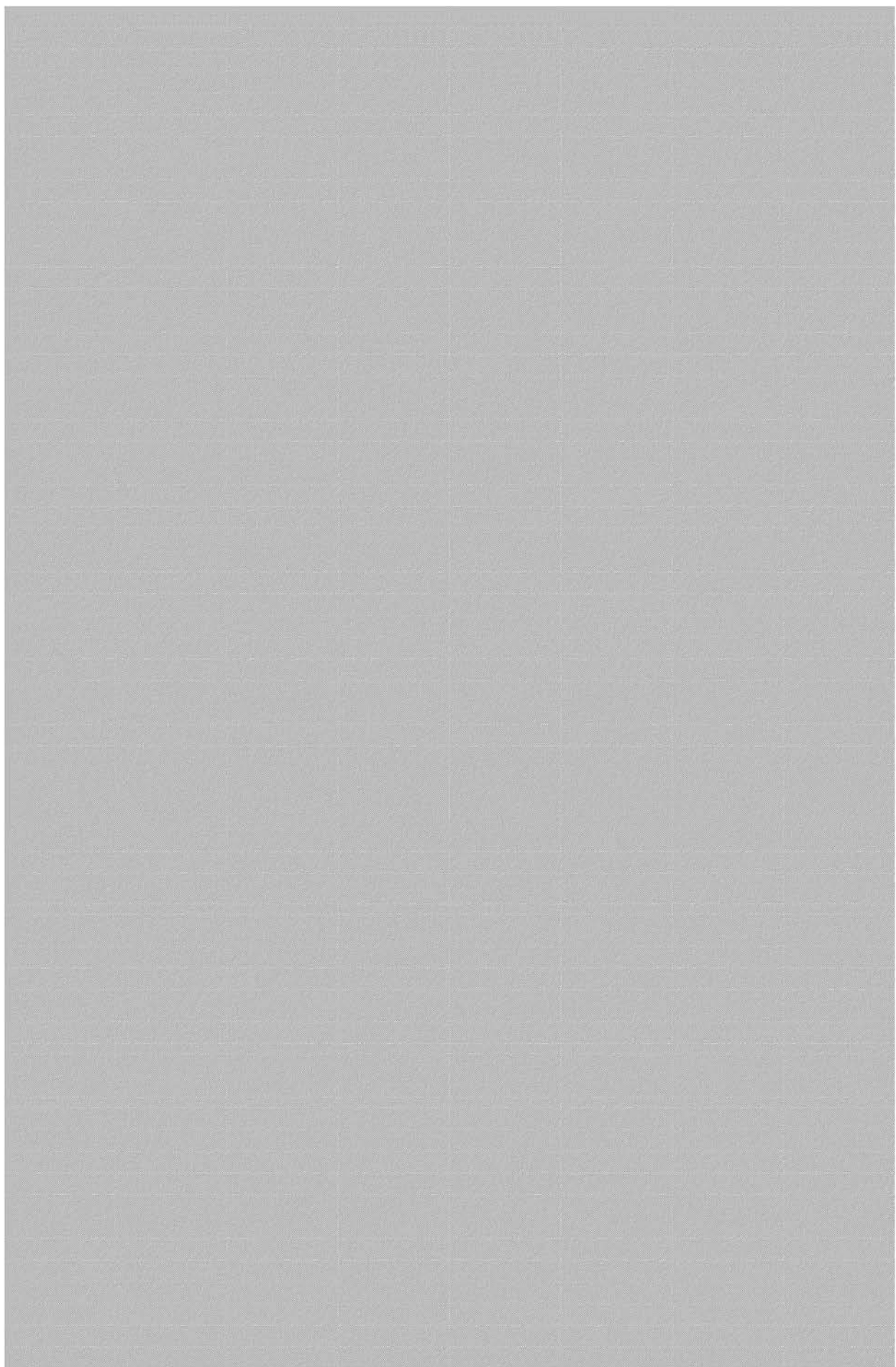


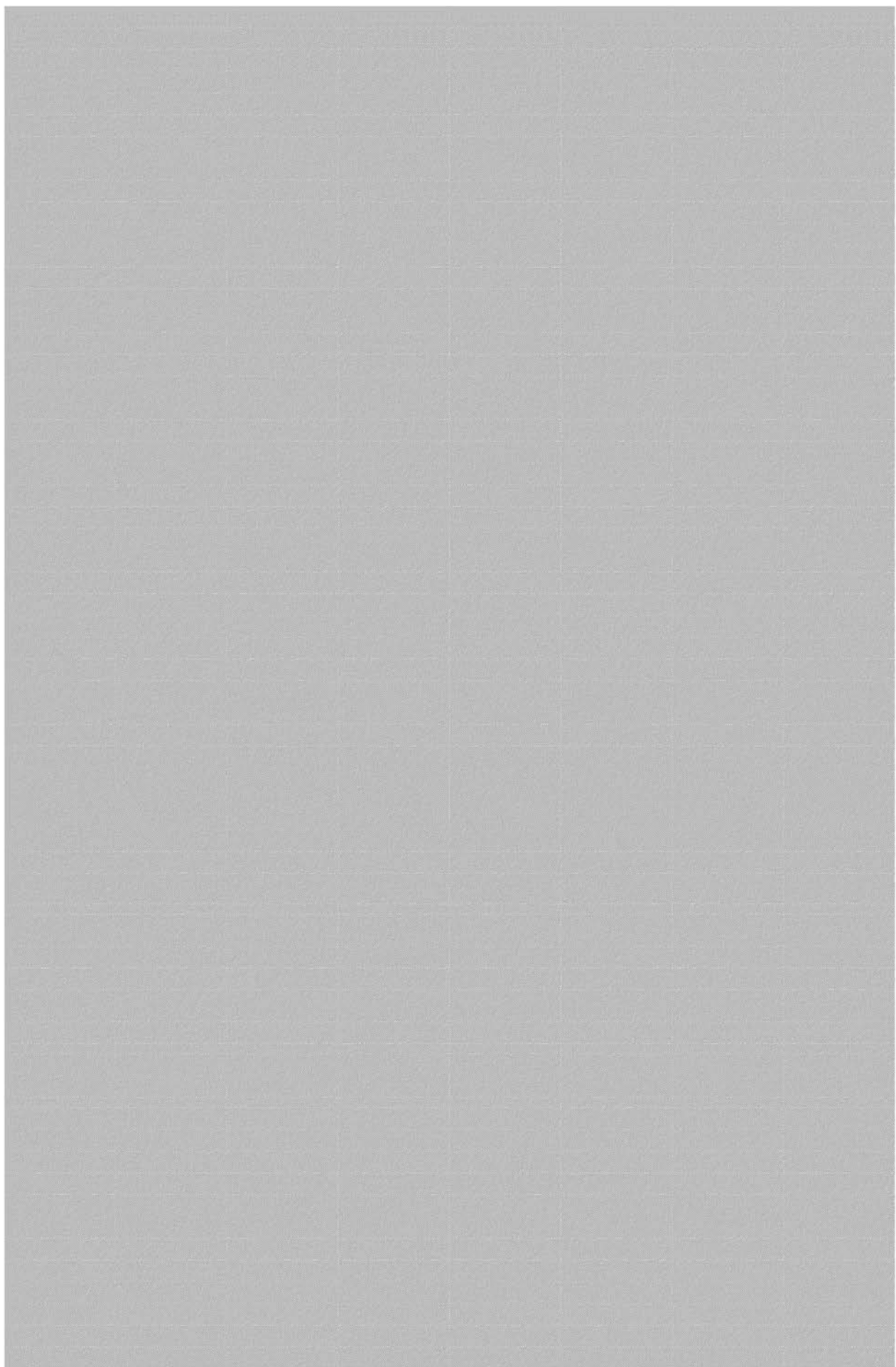






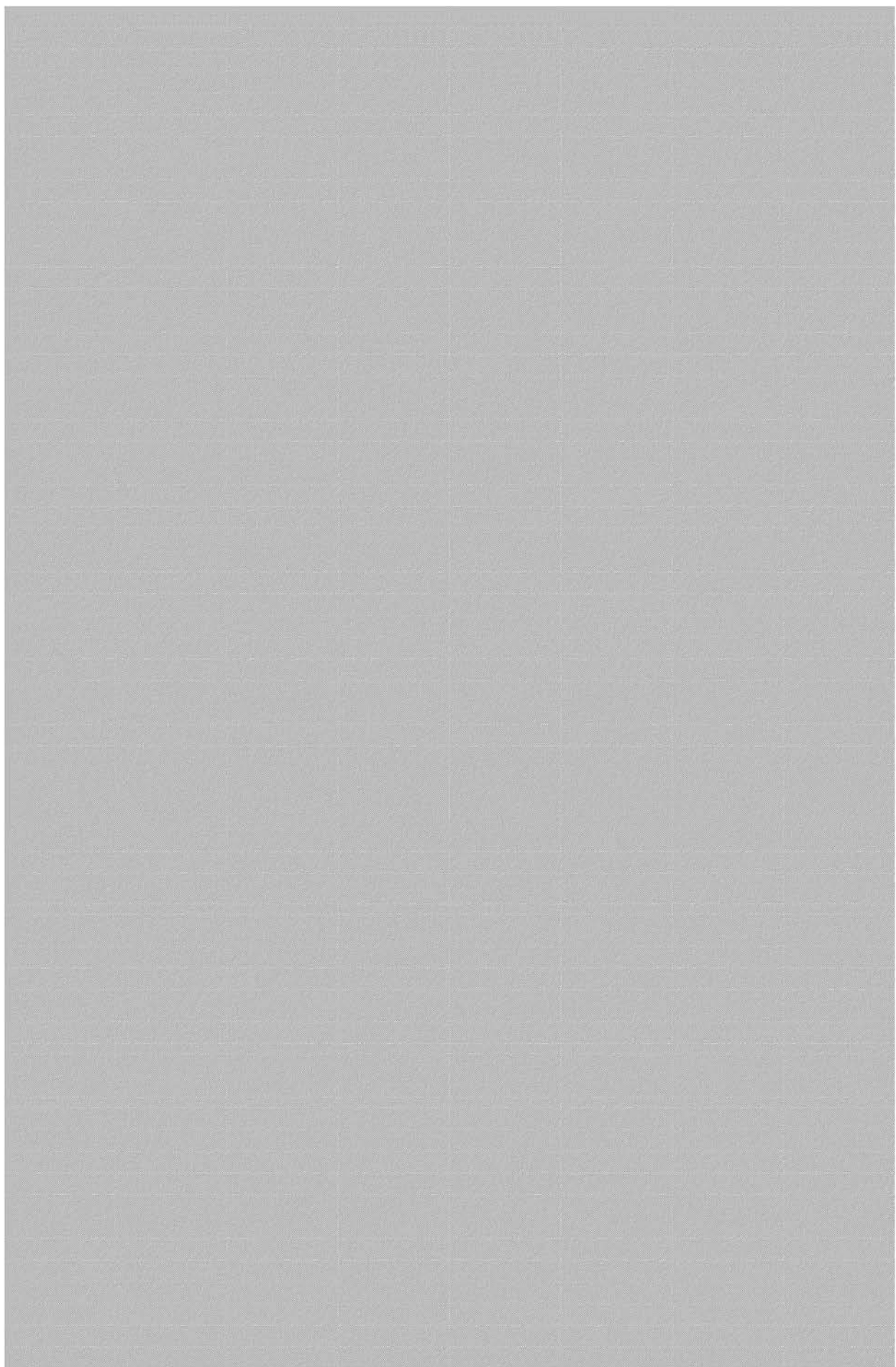


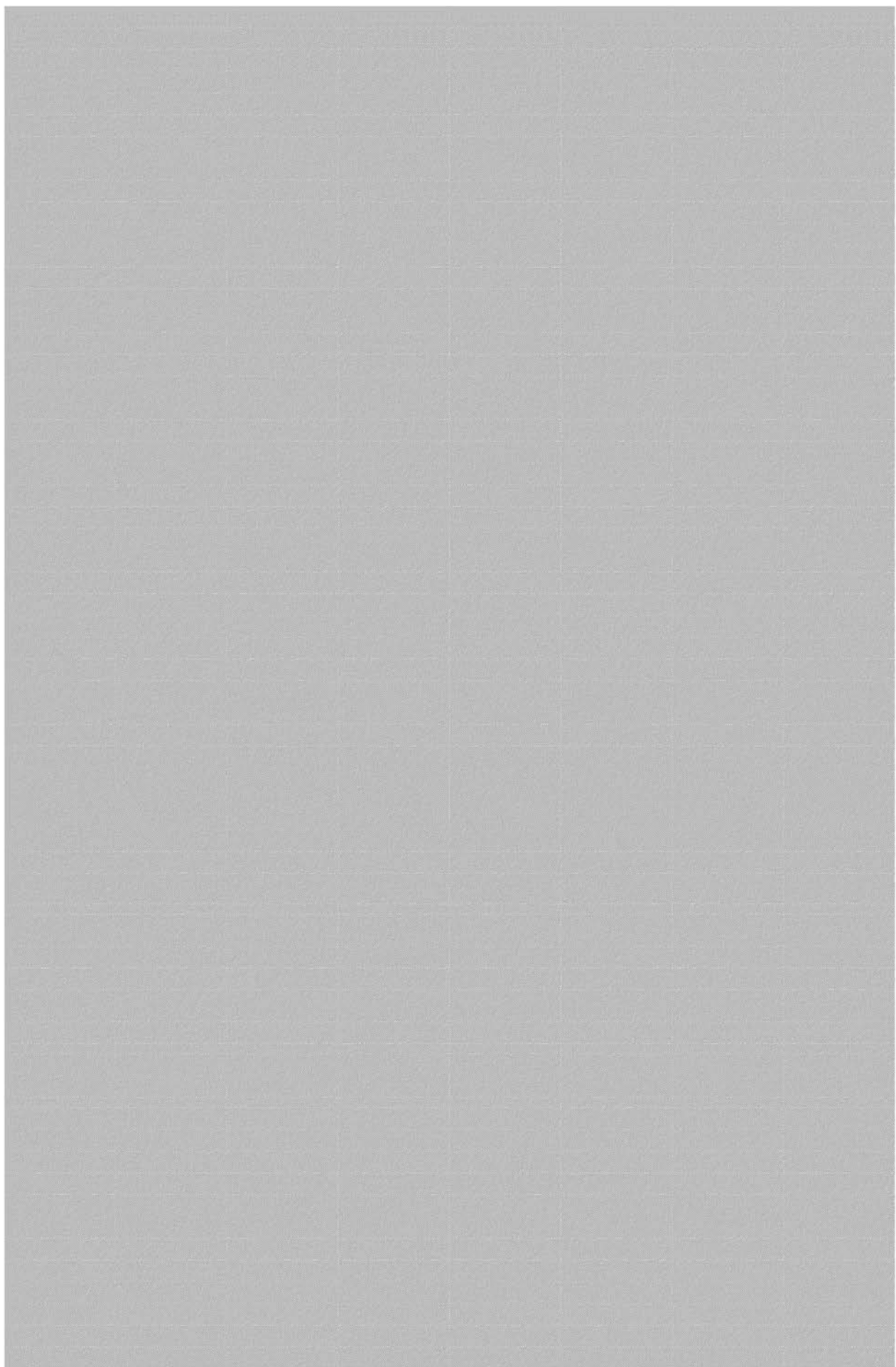






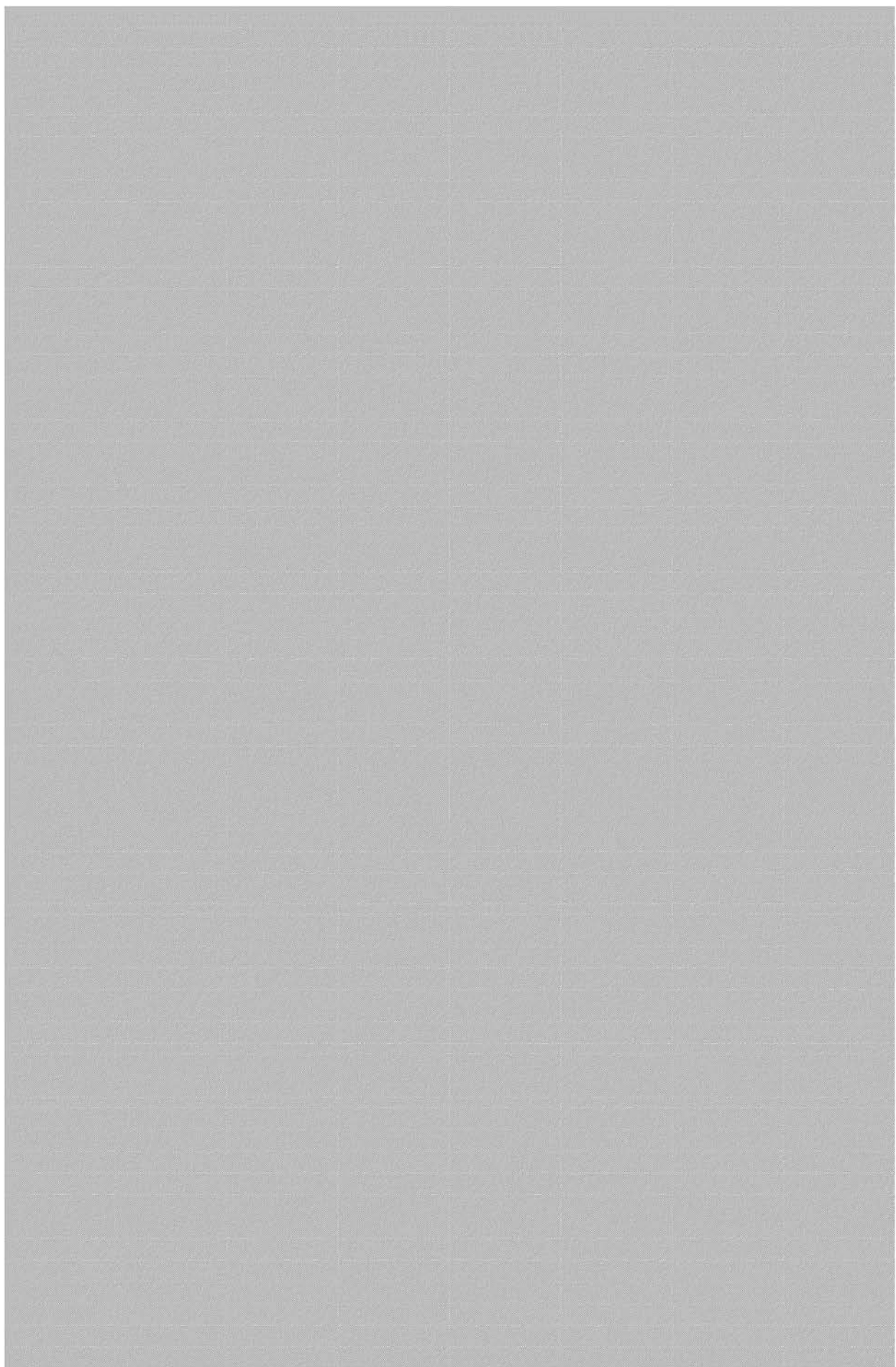












Conventions

Cell Types

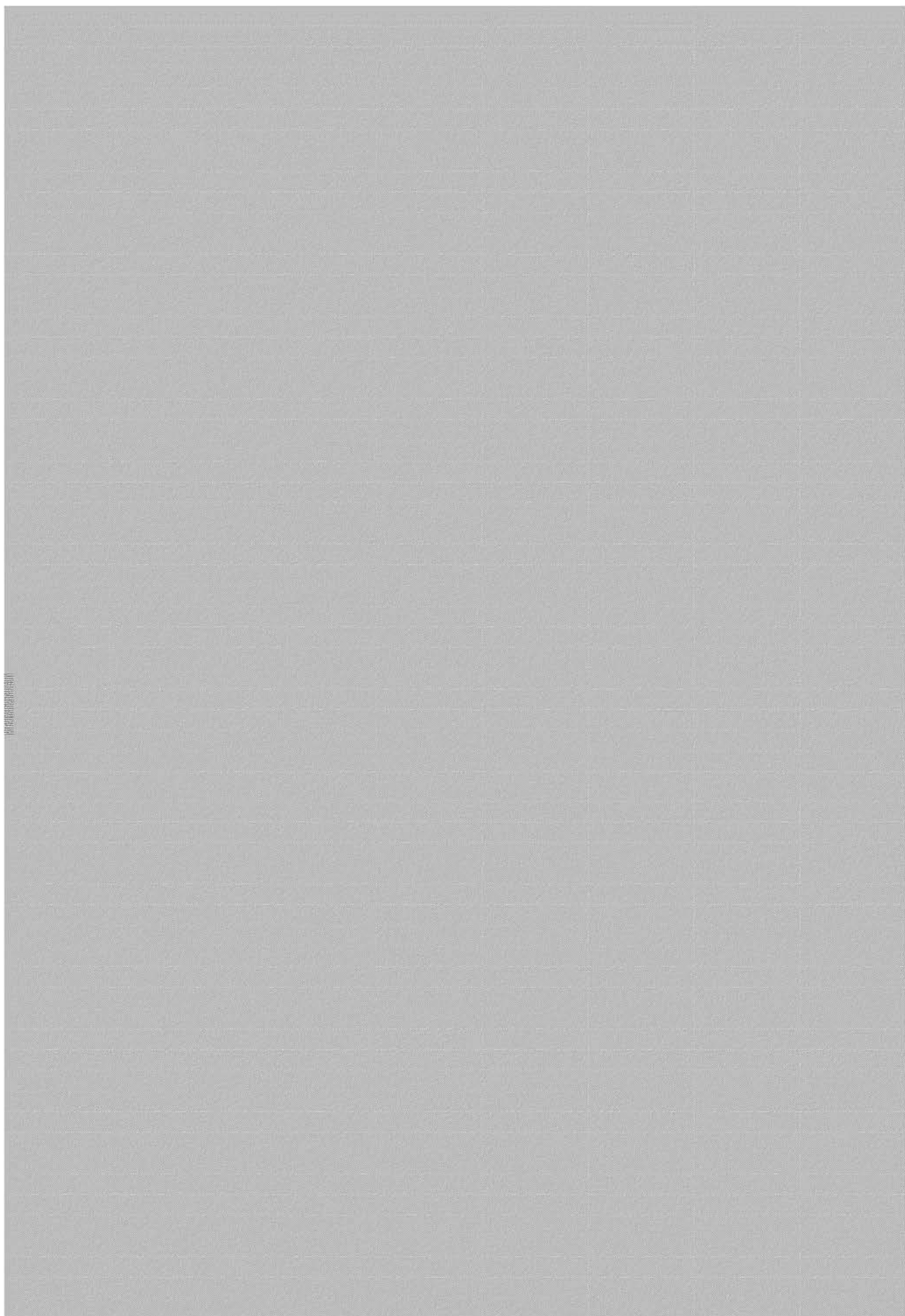
Shaded cells are data entry areas. Outlined cells contain formulas that are automatically computed.

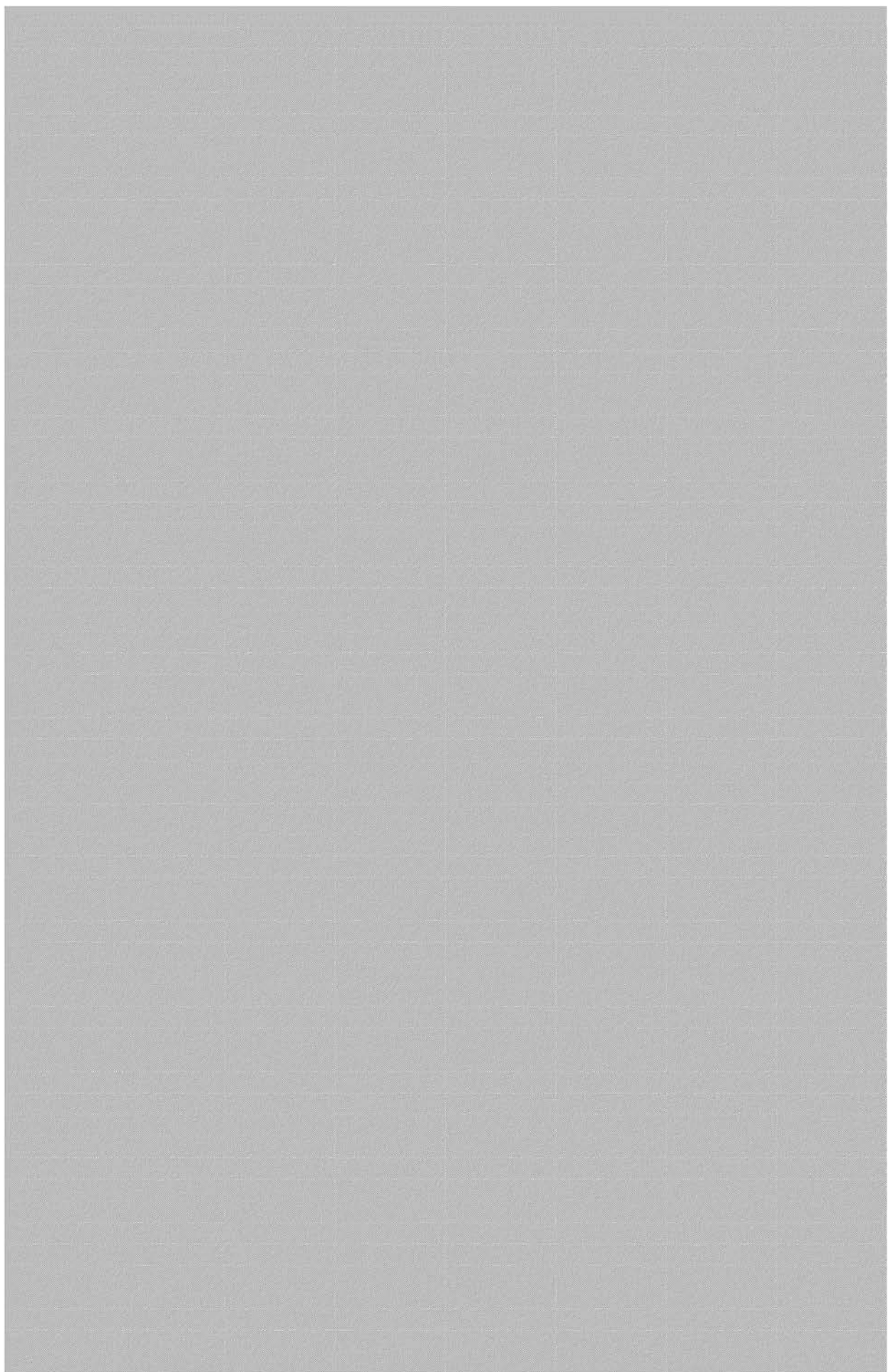
Printing

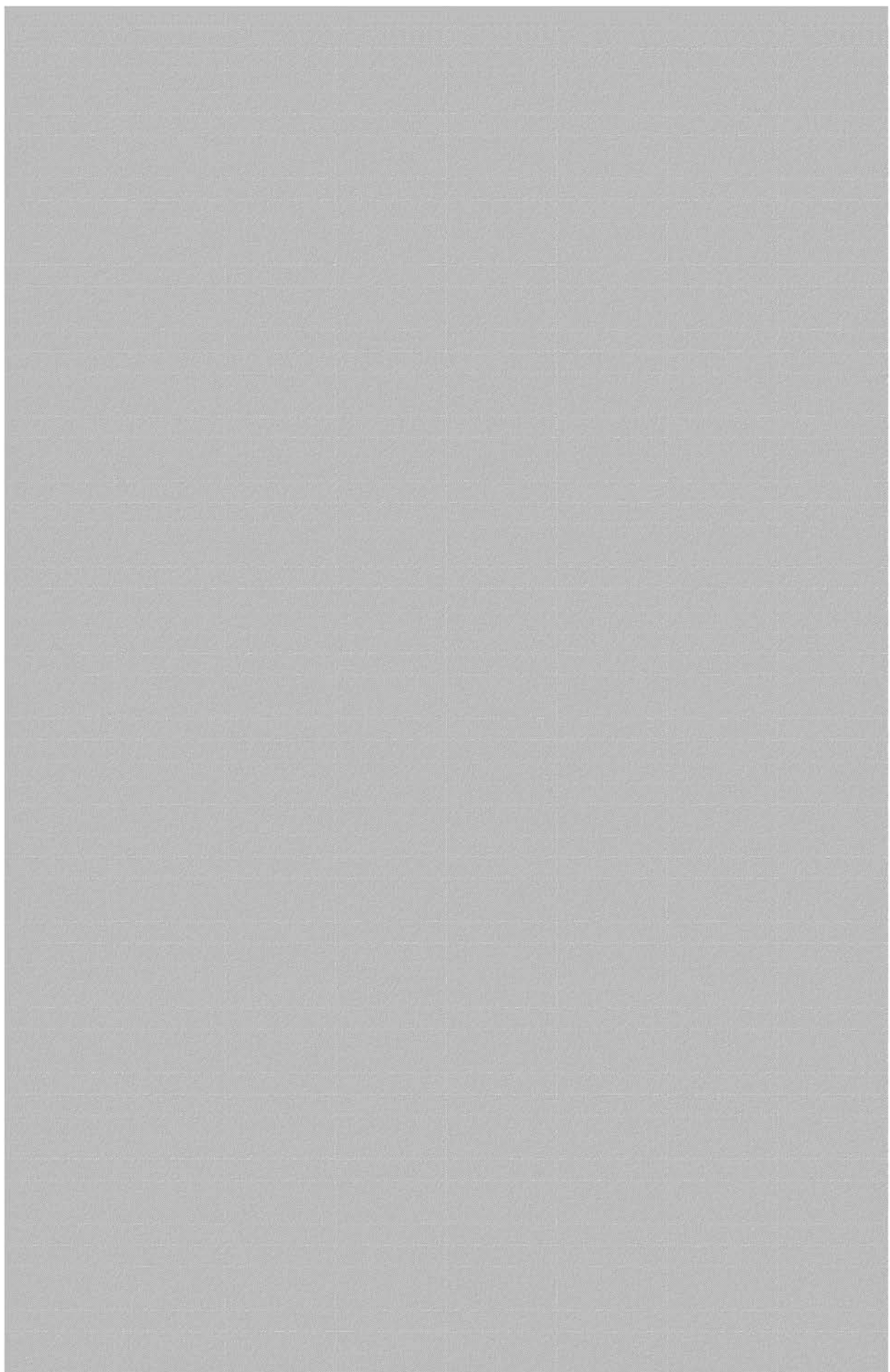
All forms print in portrait orientation.

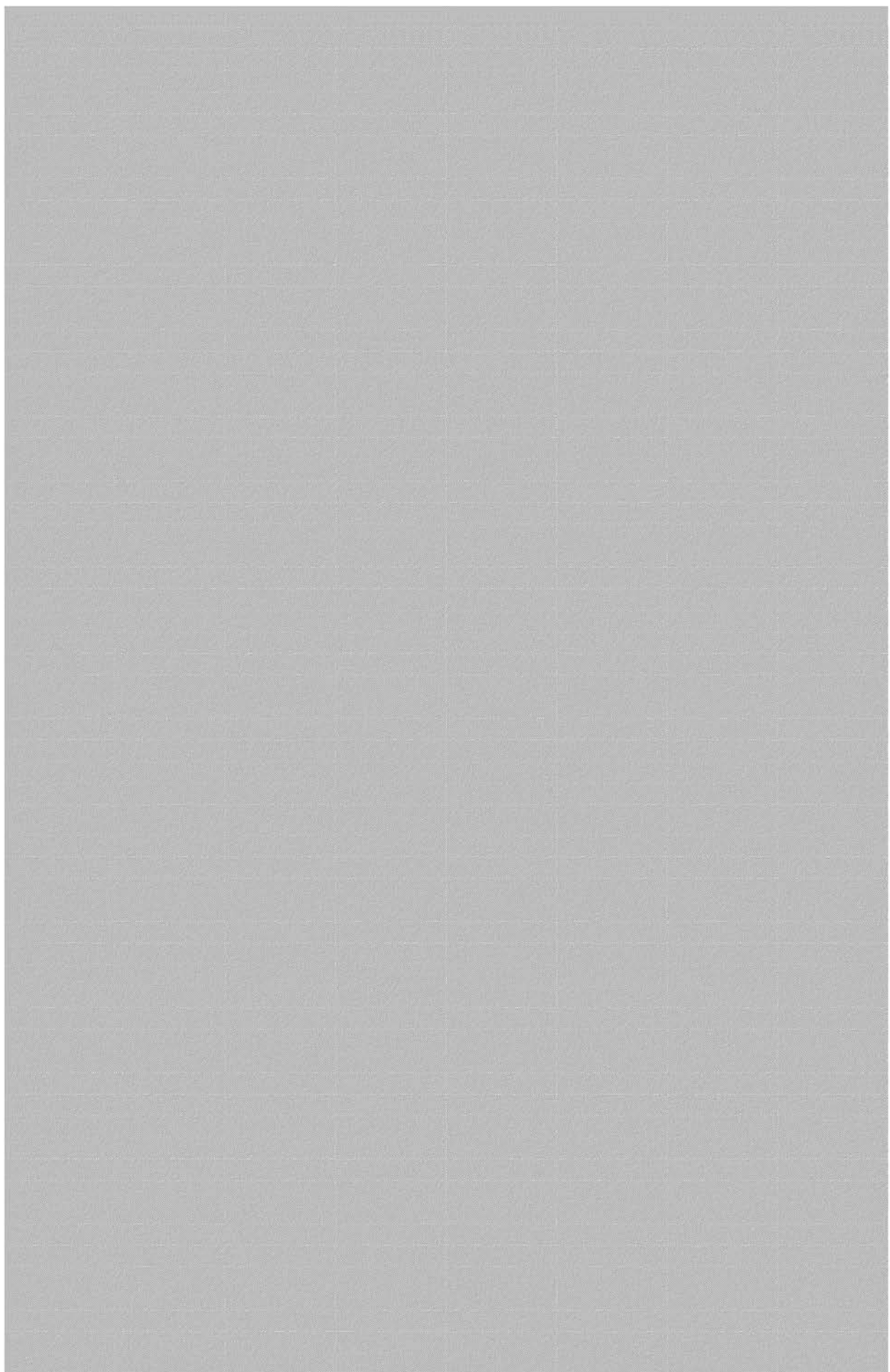
Dates

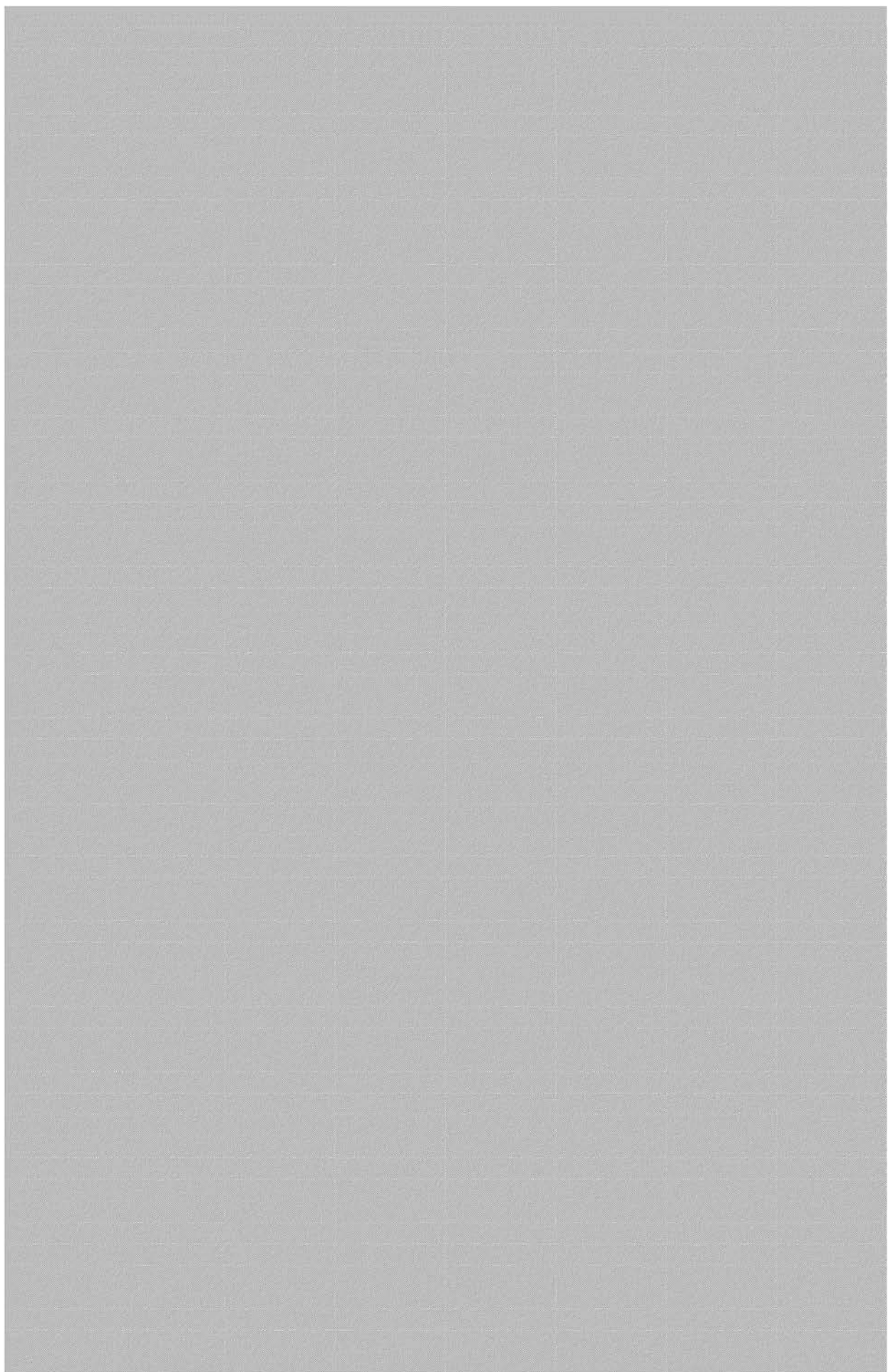
Enter the date as MM/DD/YY.

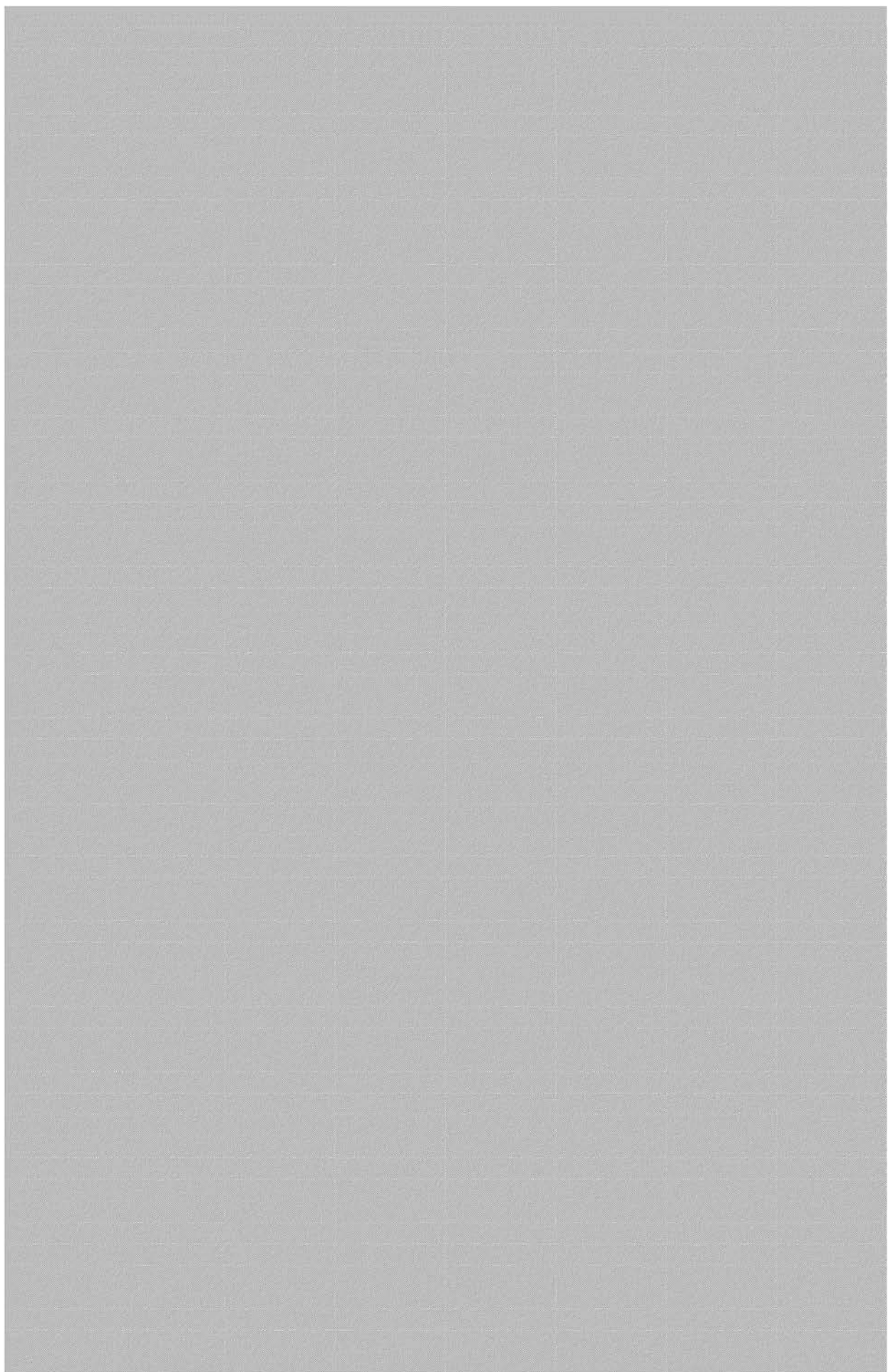


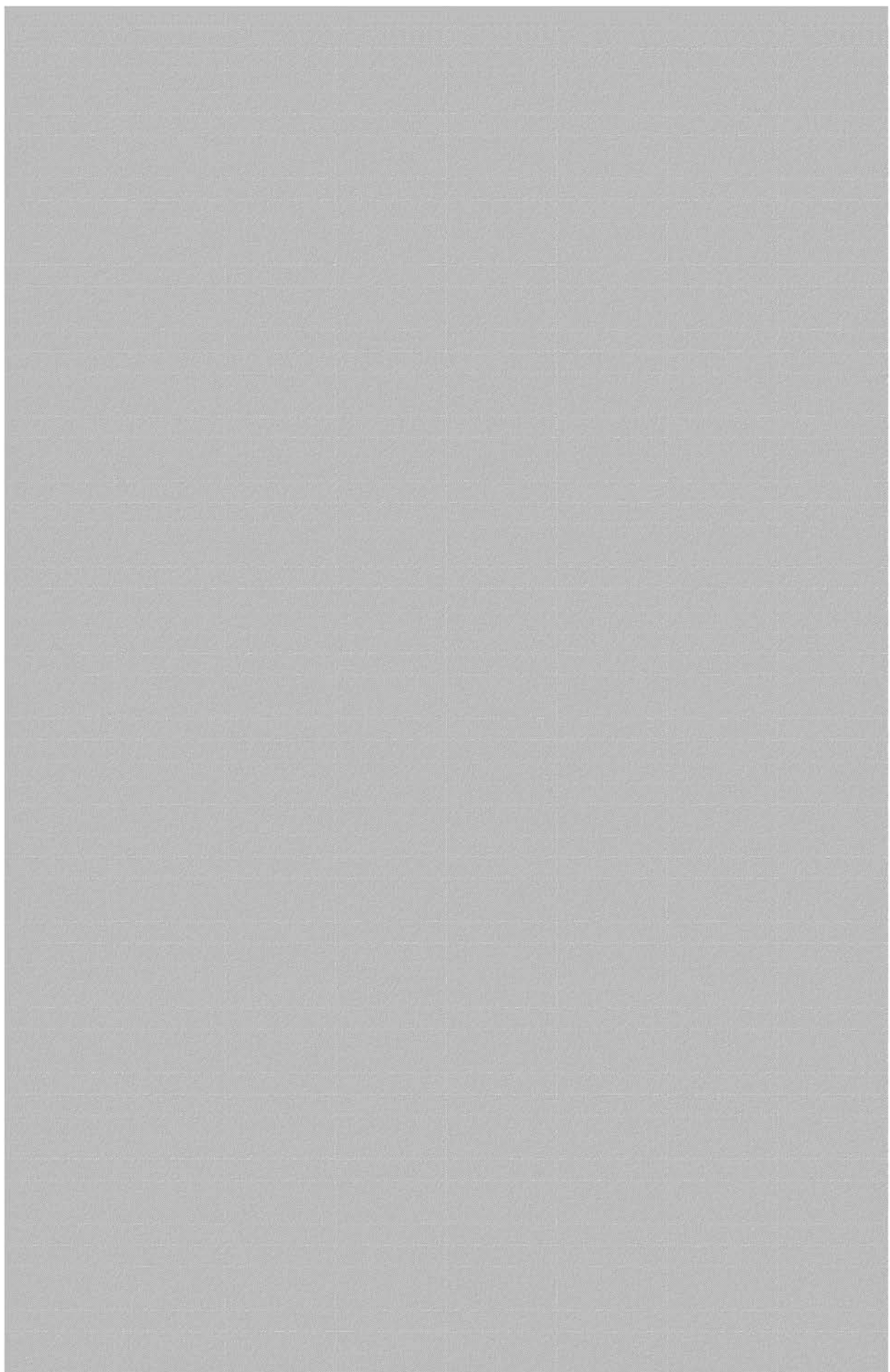


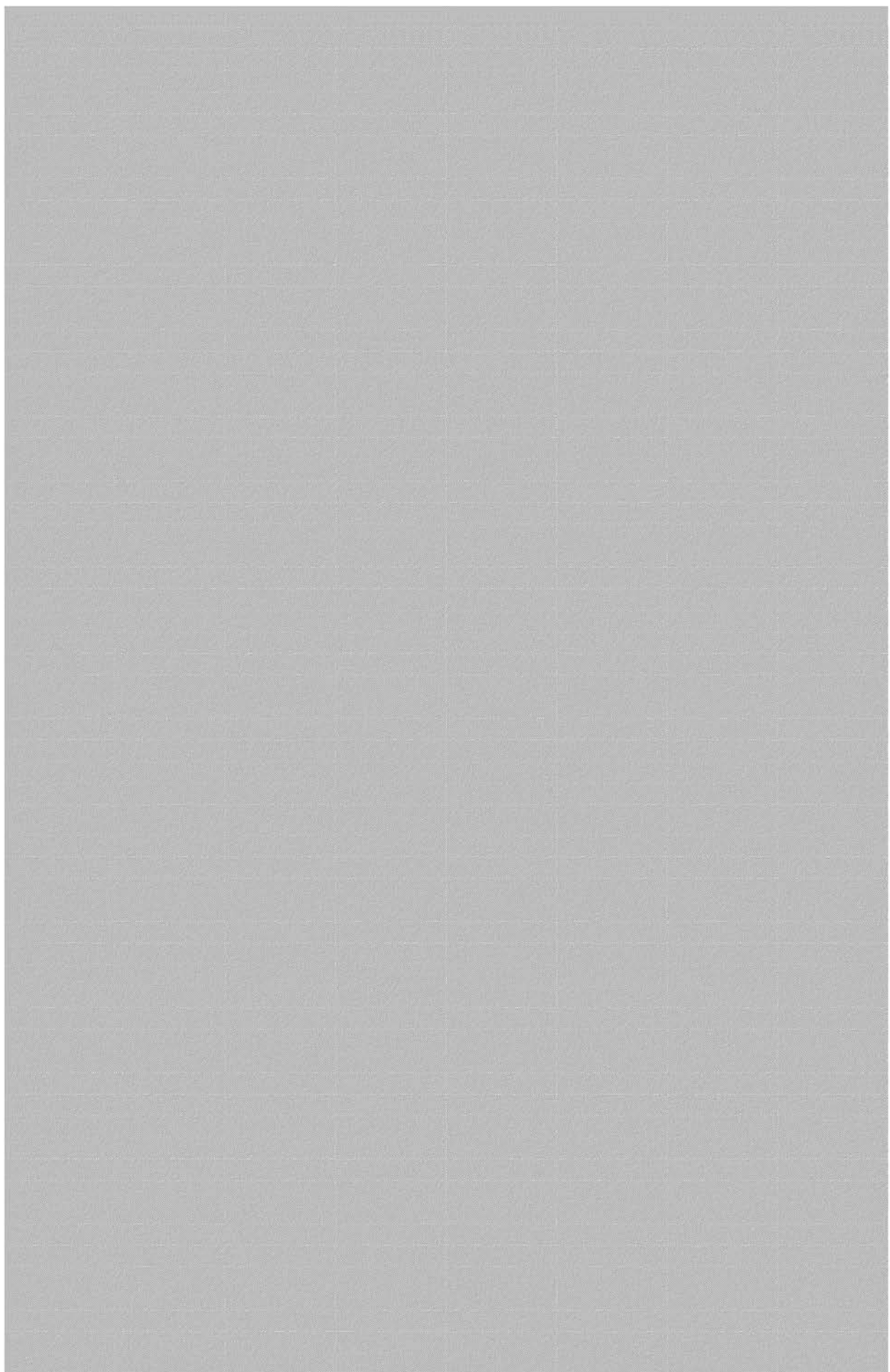


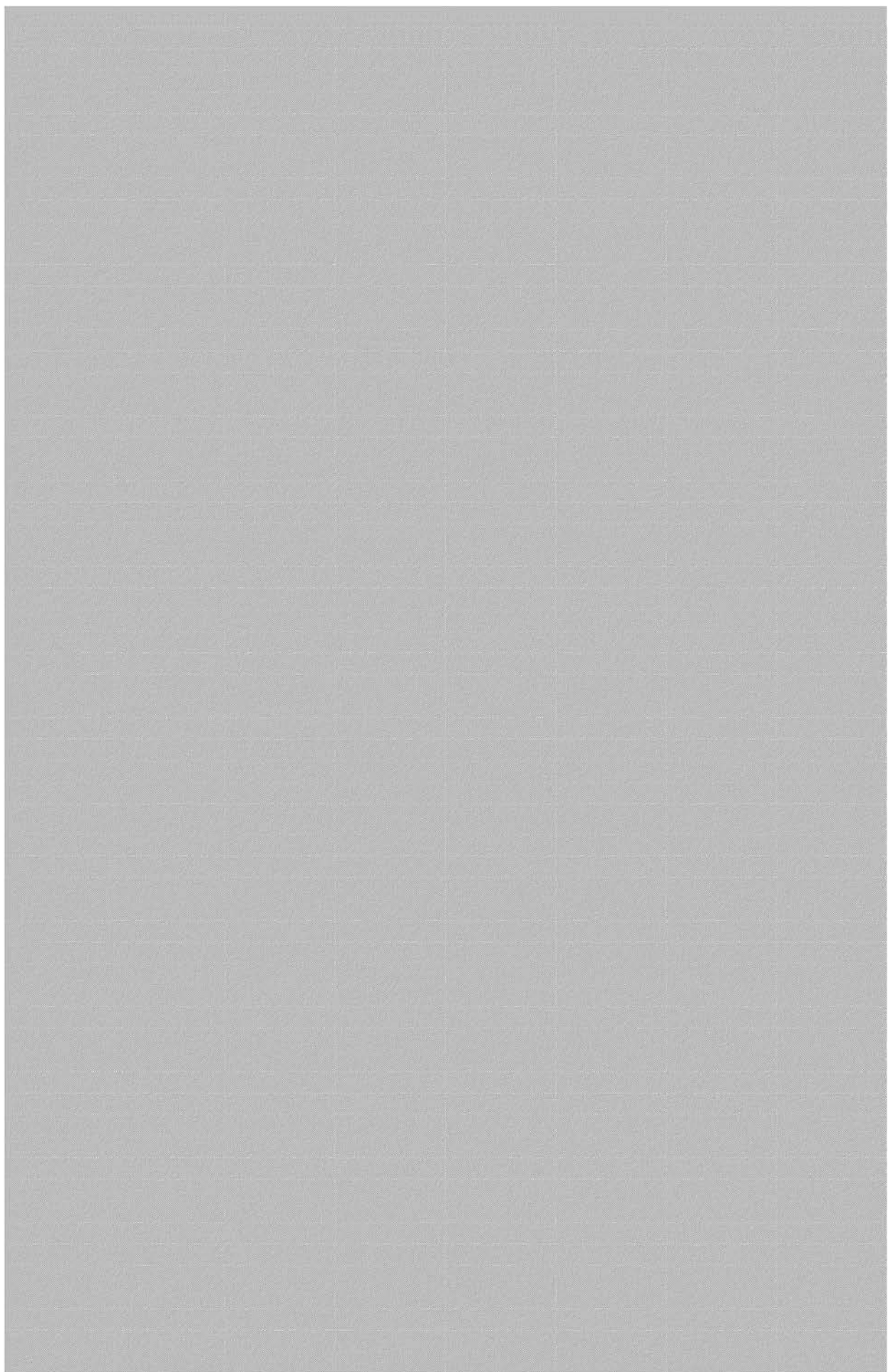


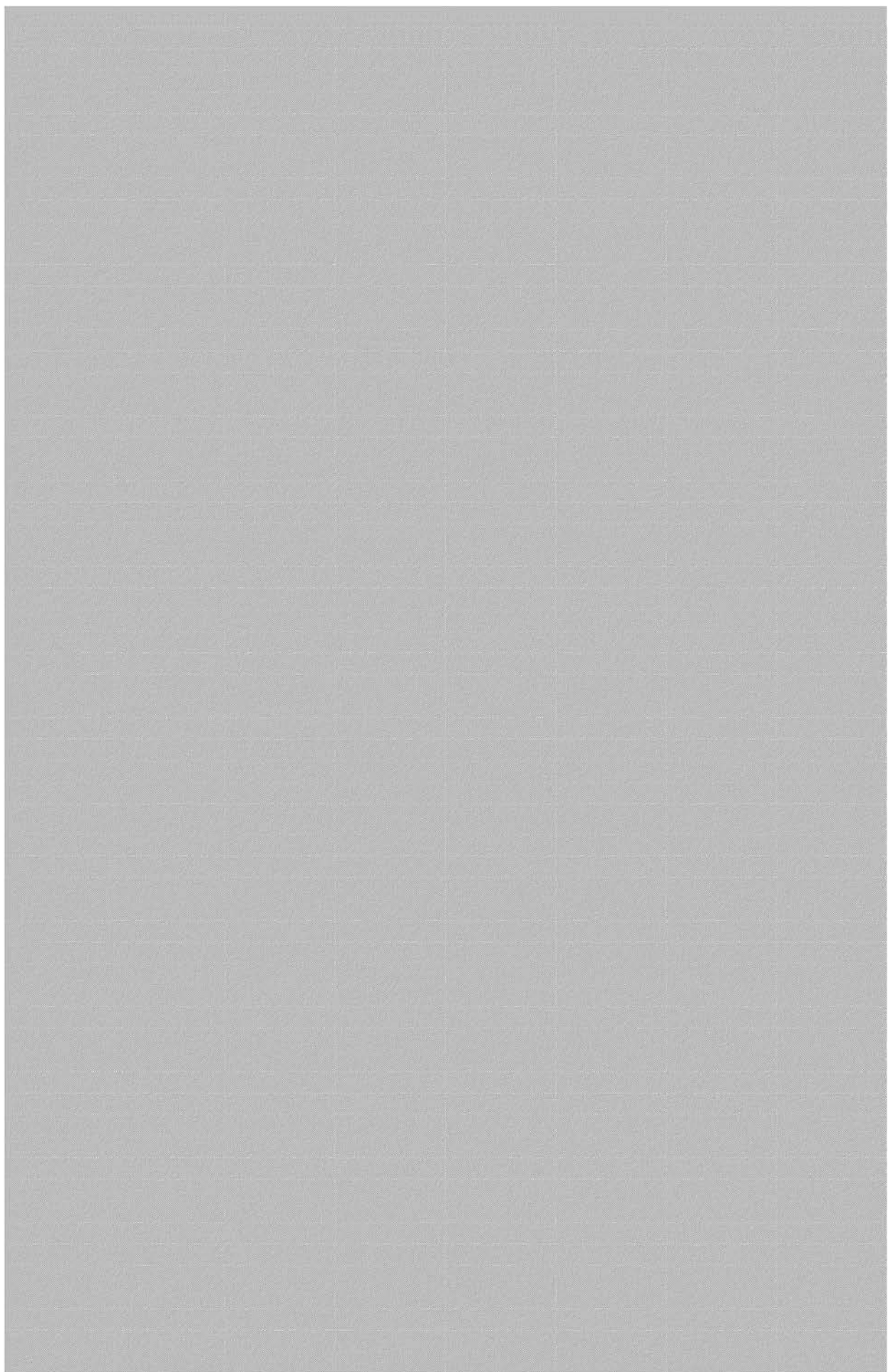


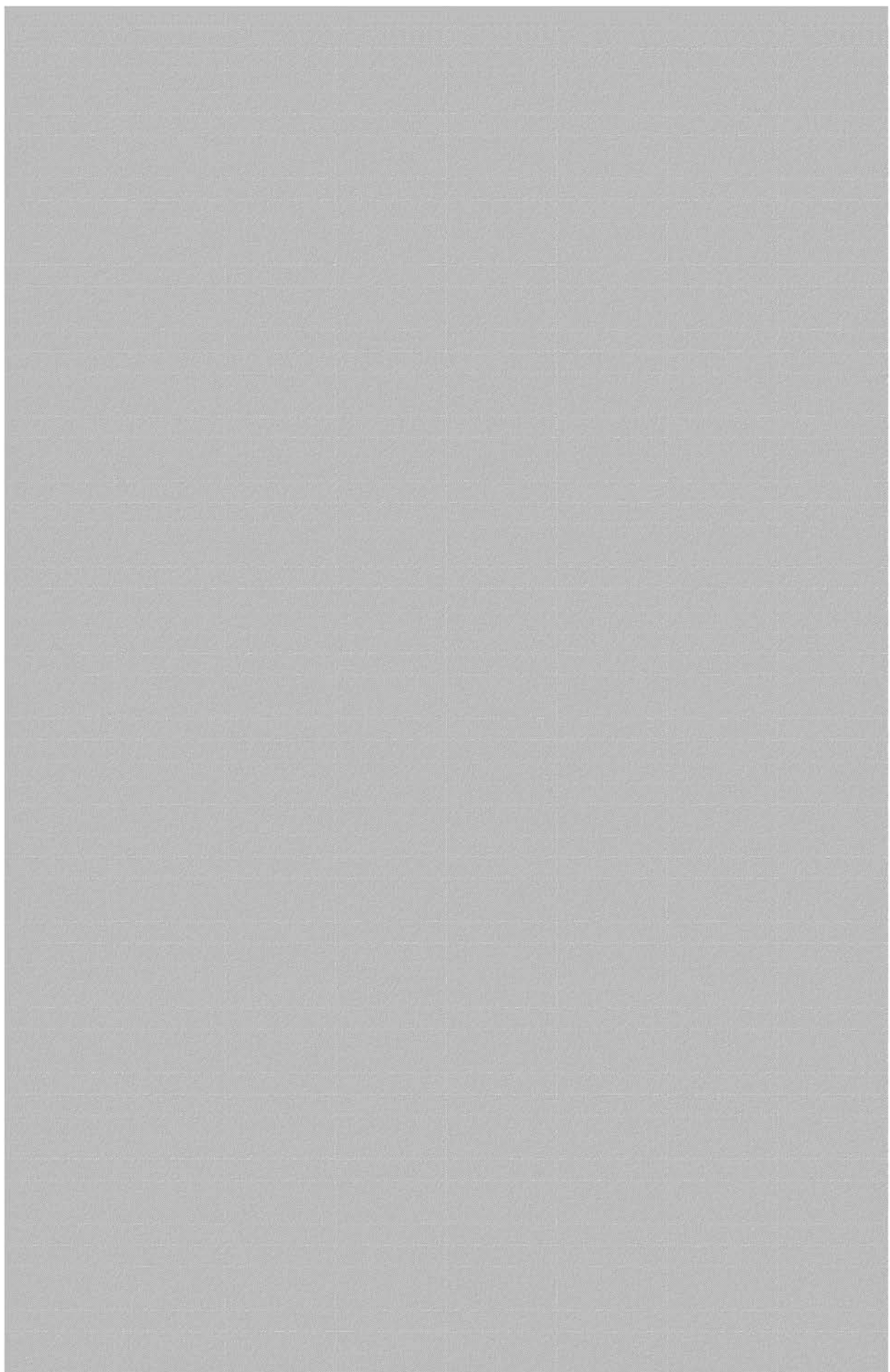


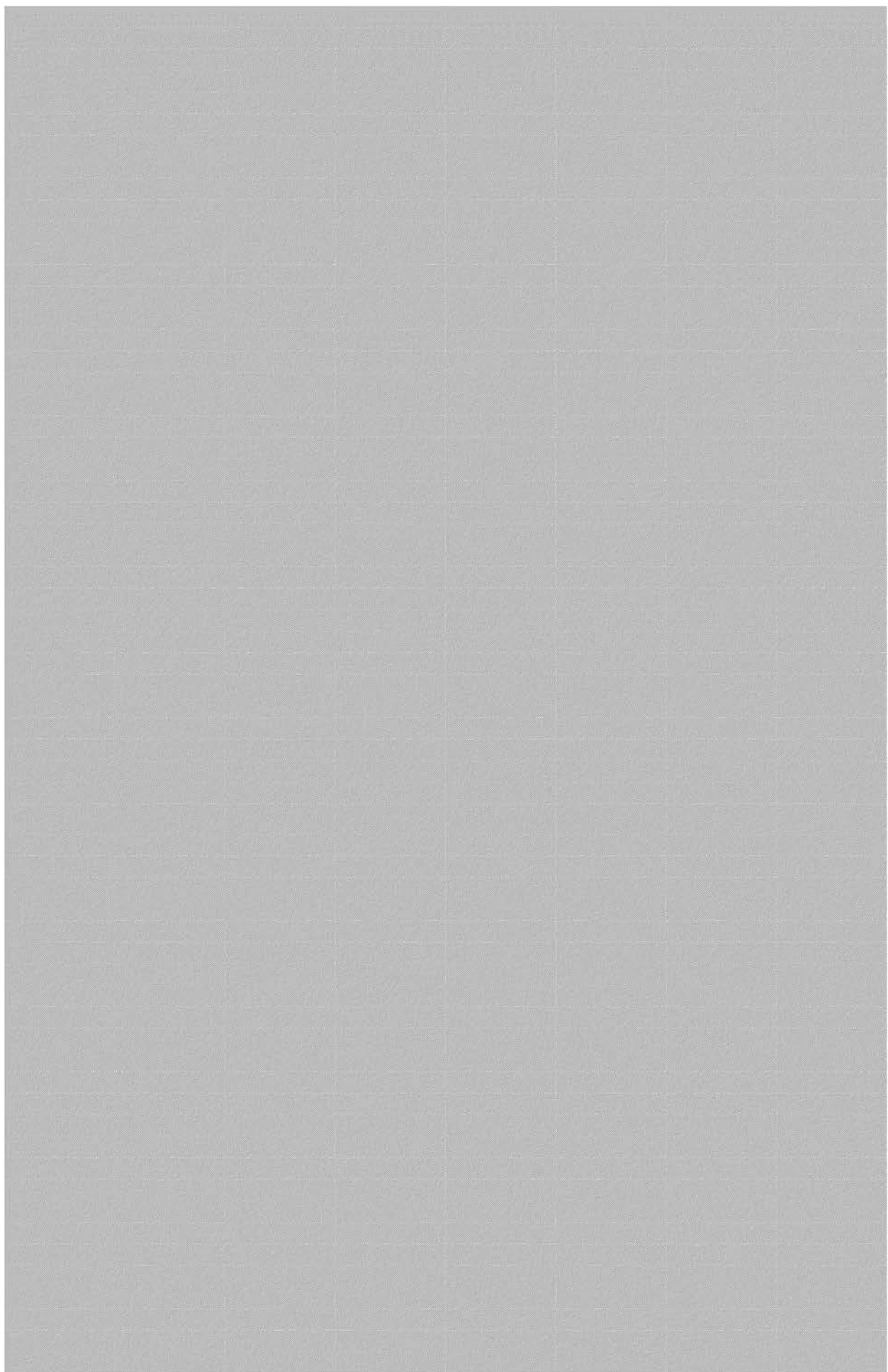


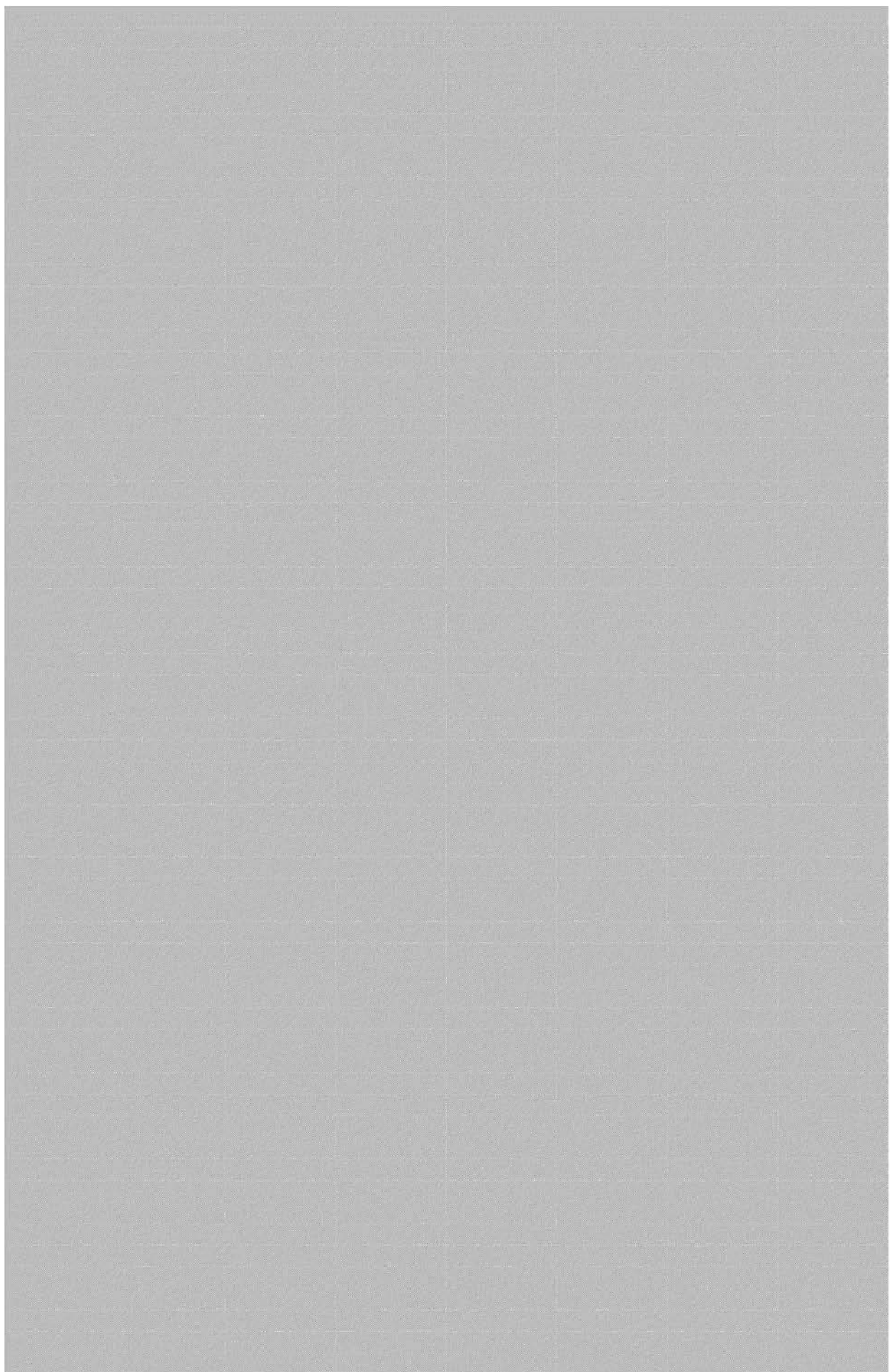


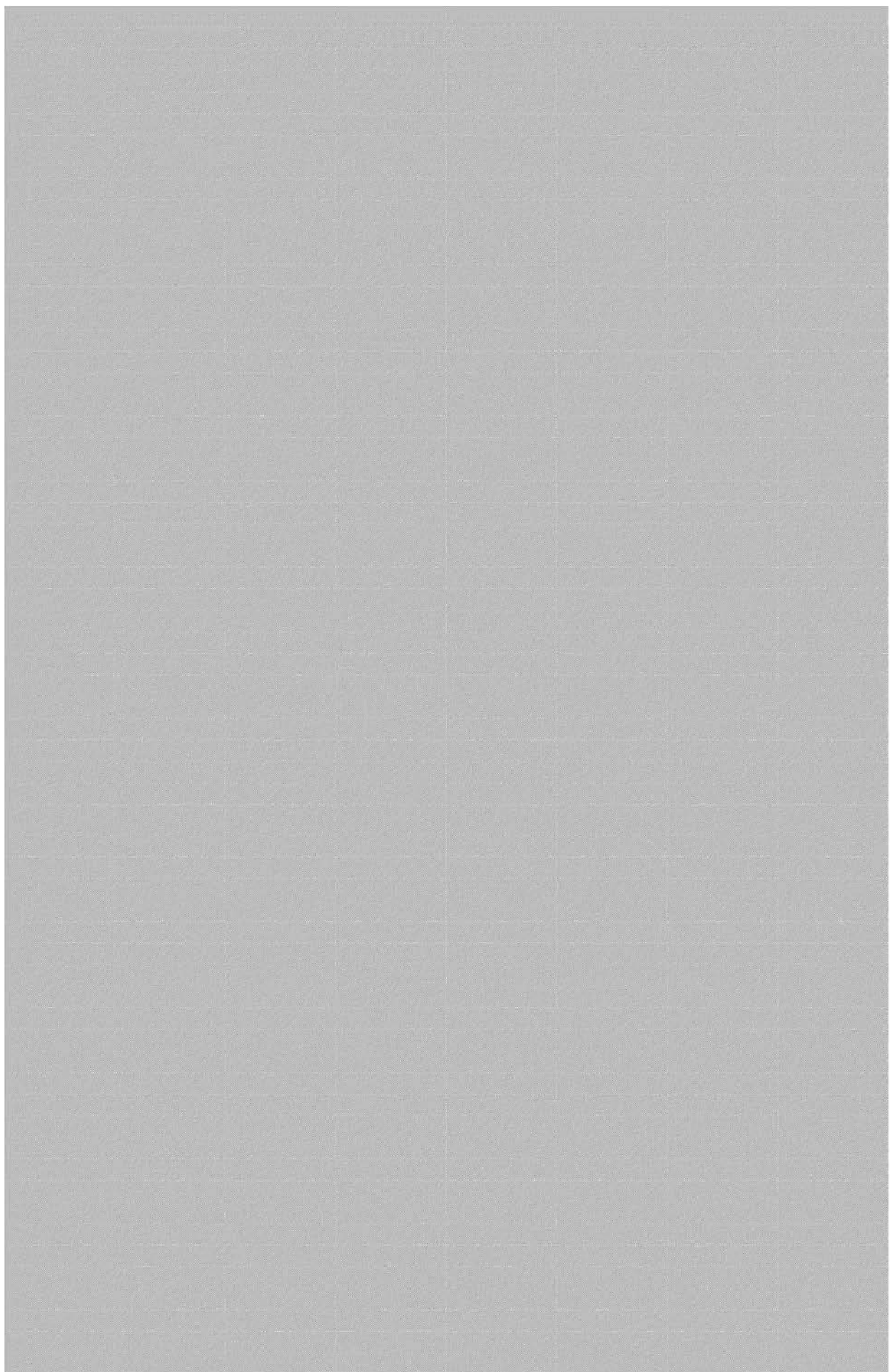


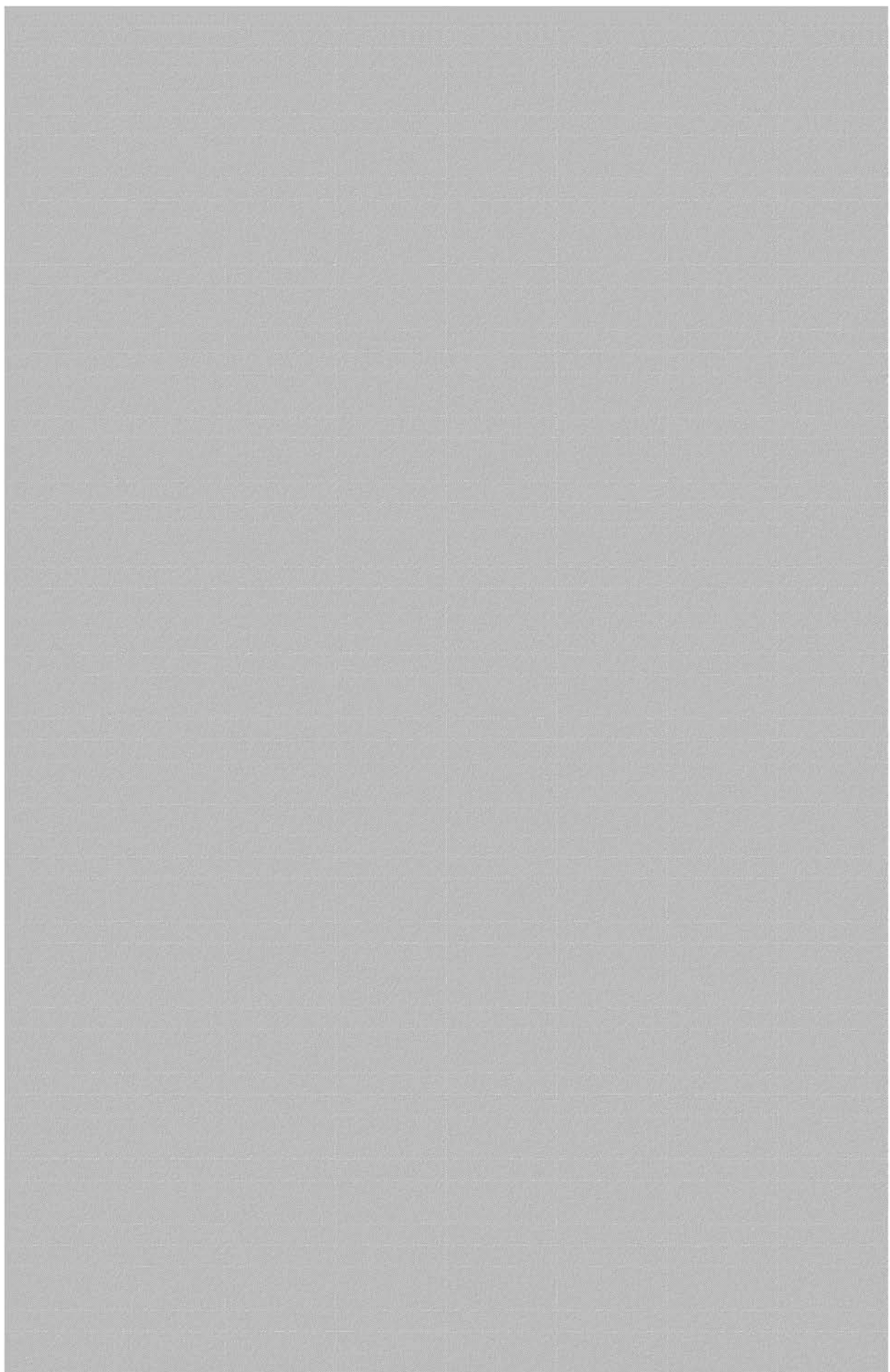


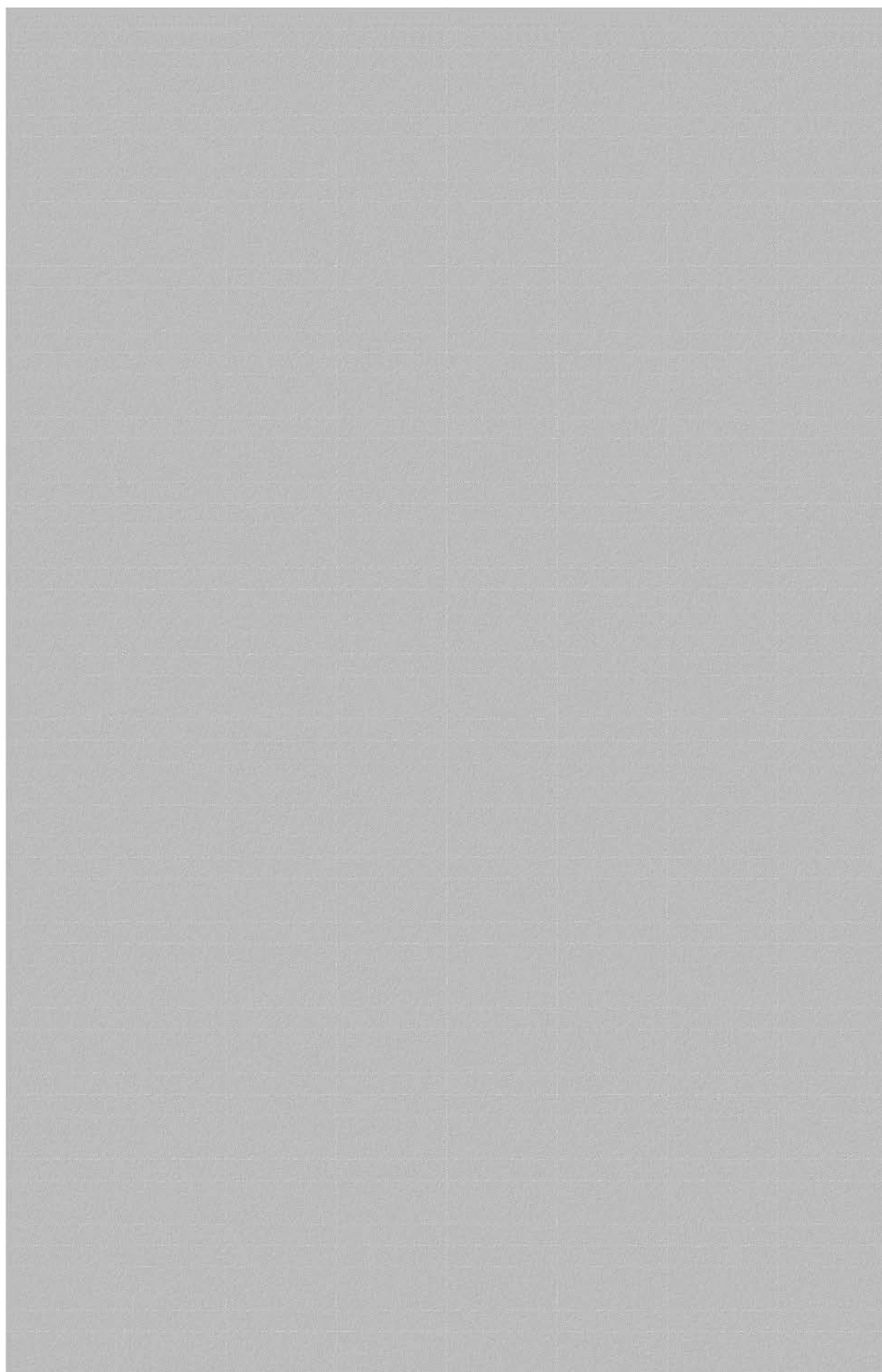


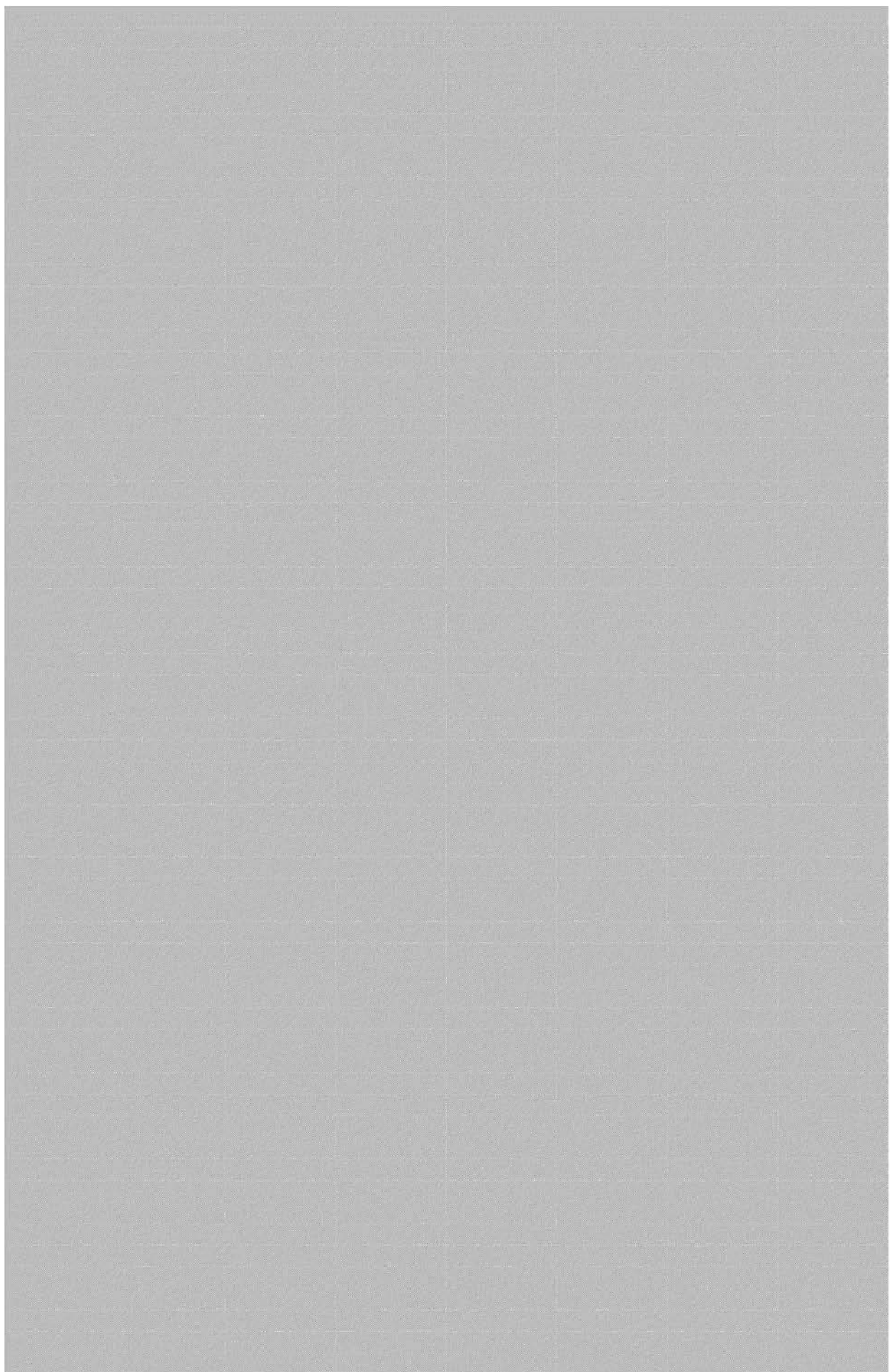


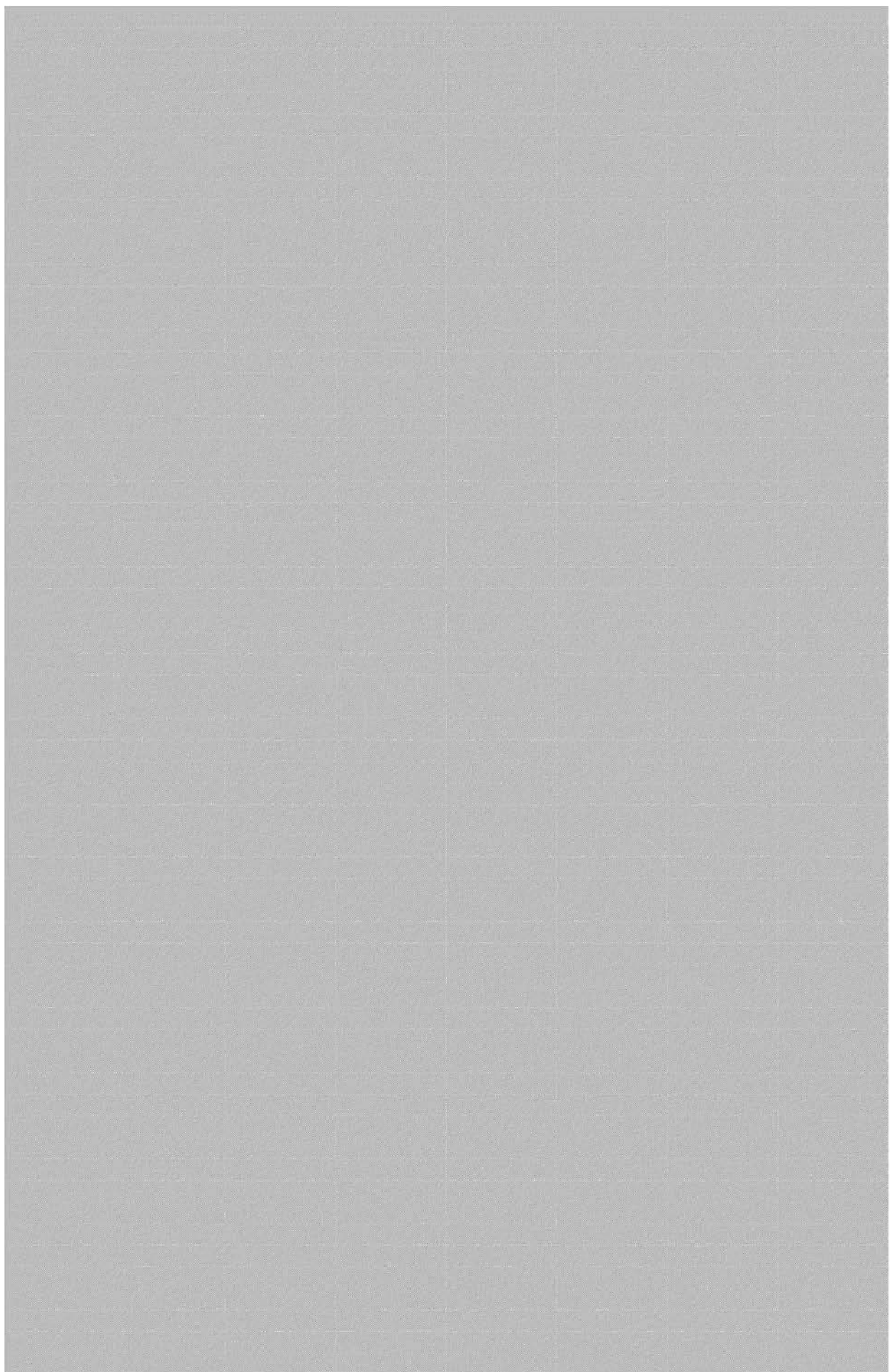


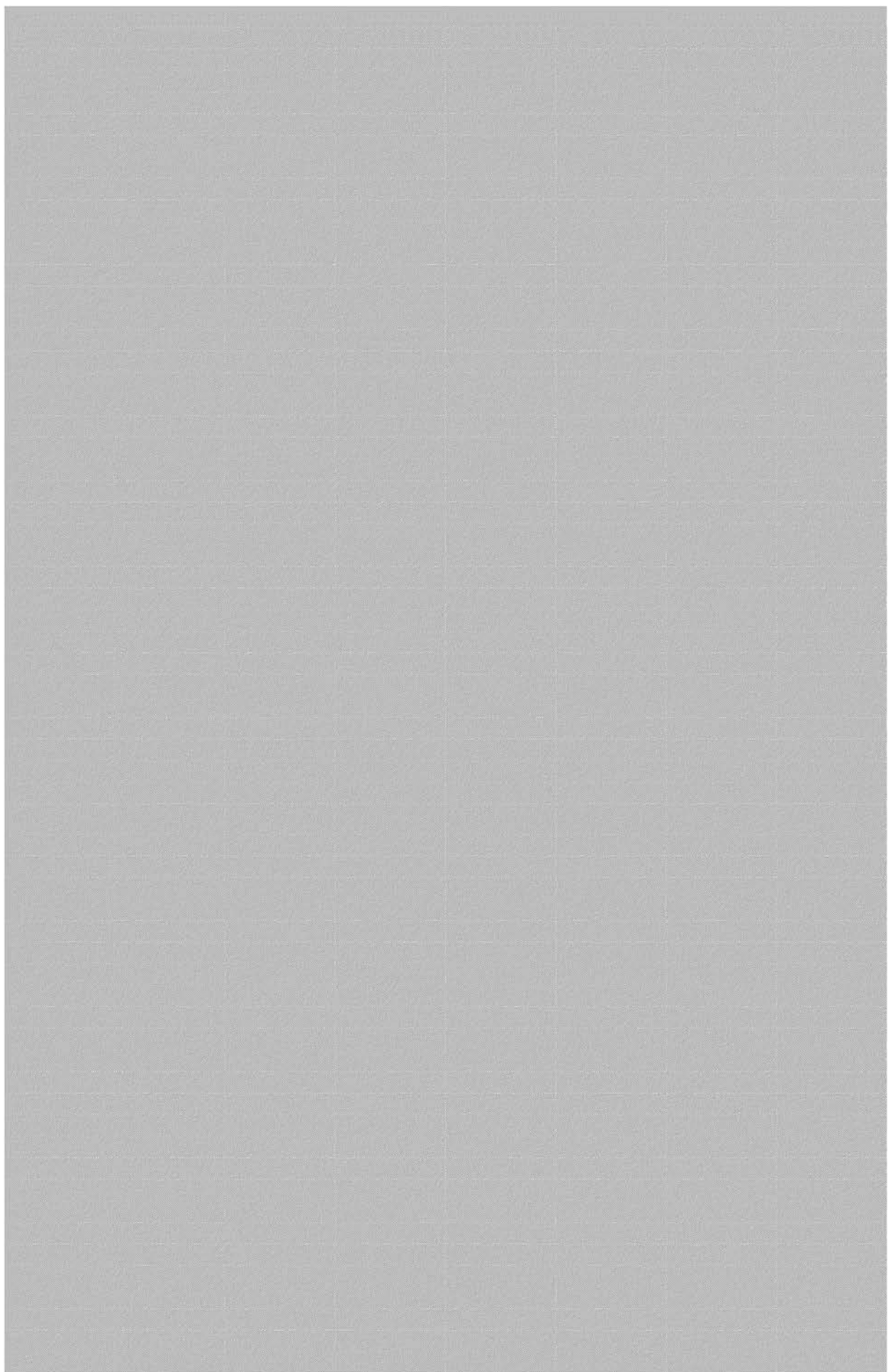


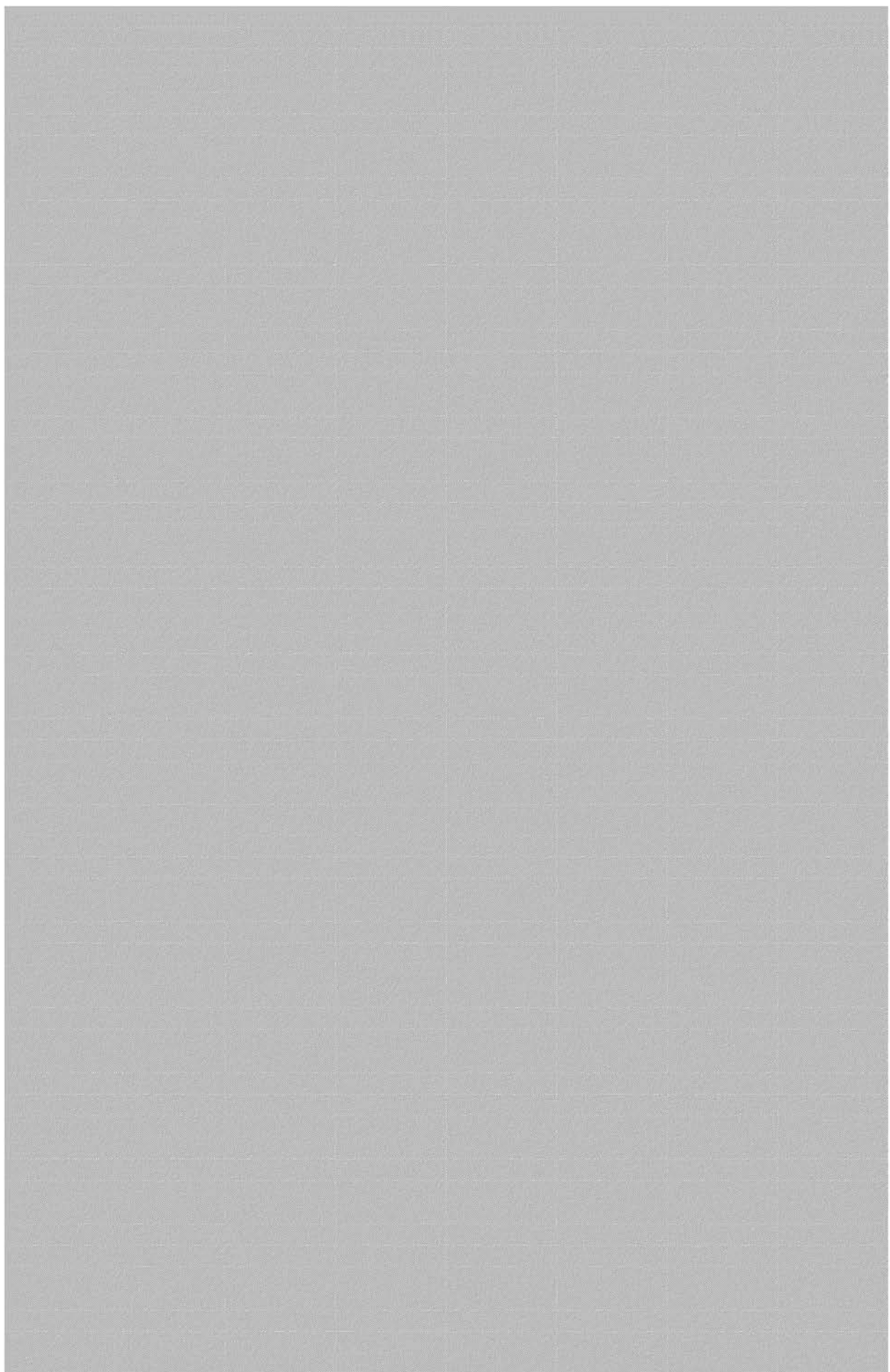


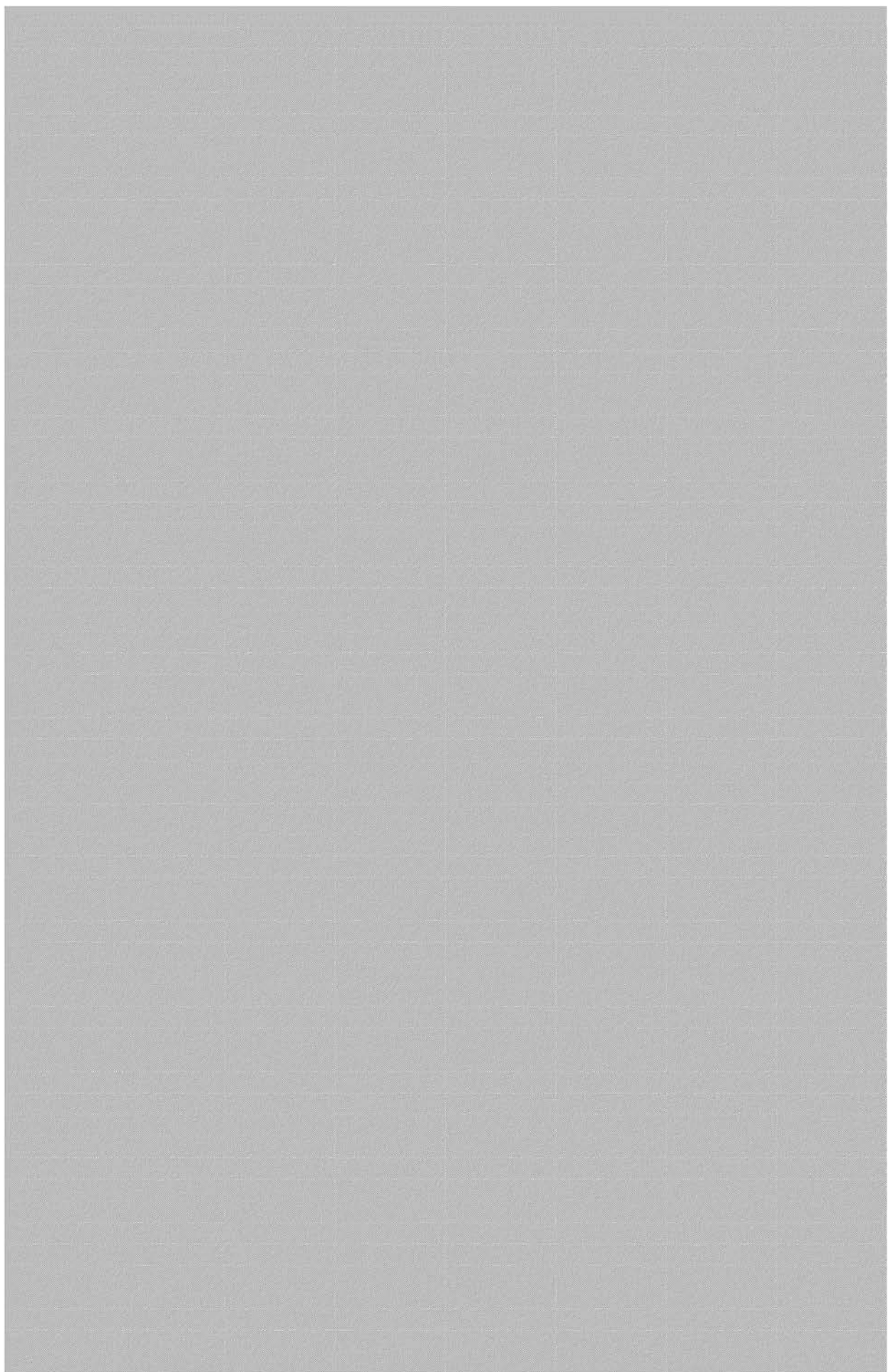


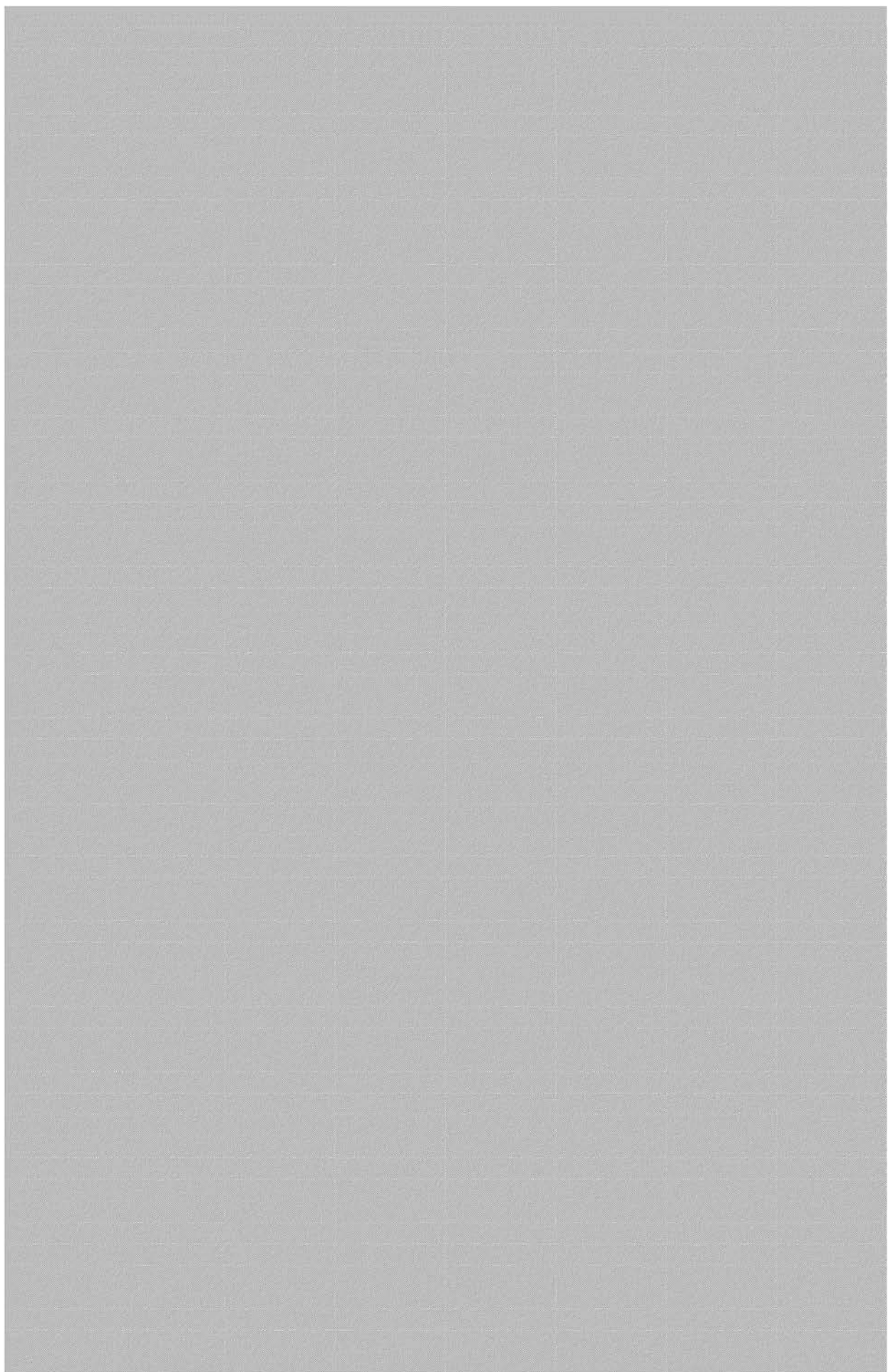


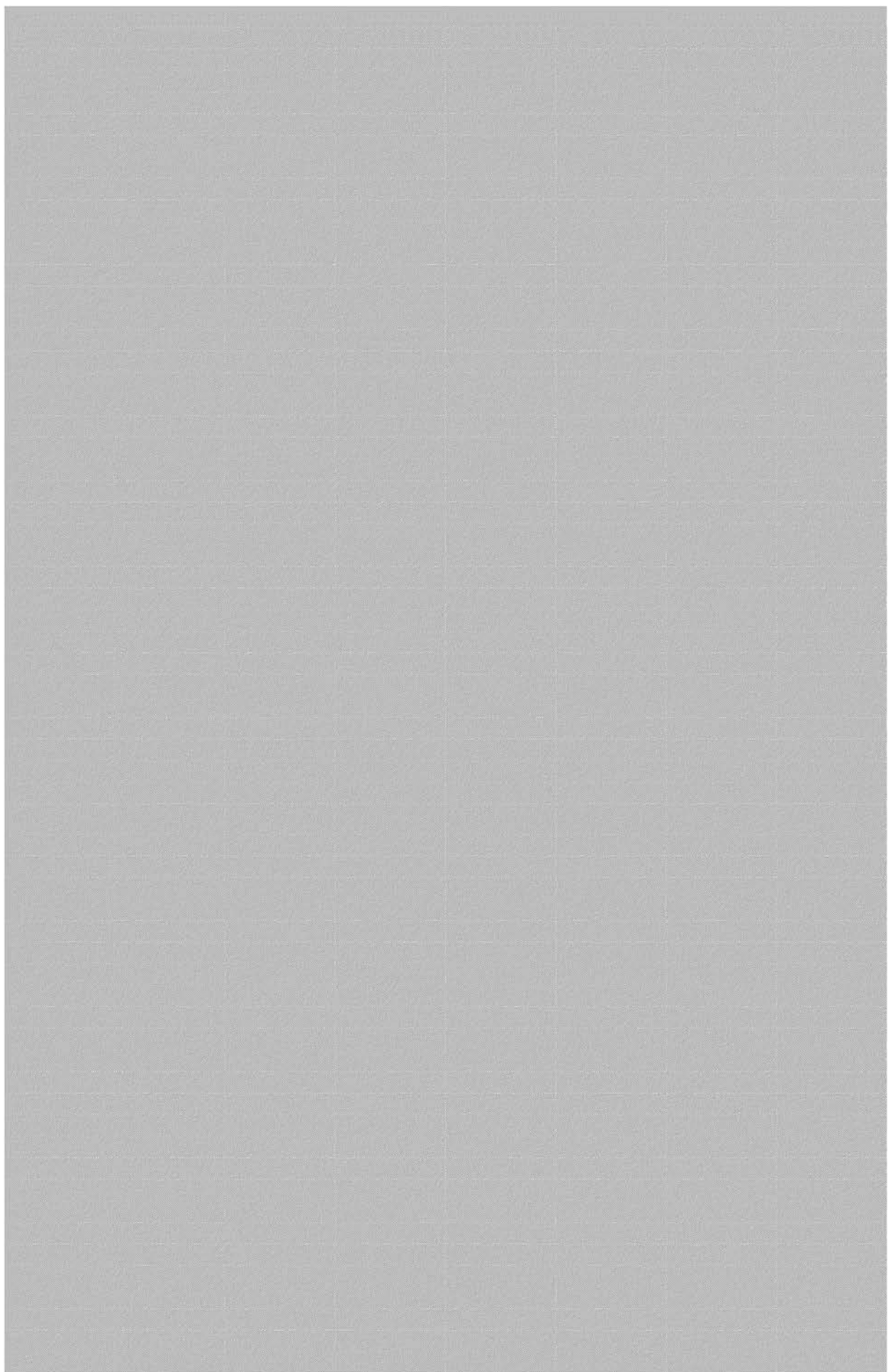


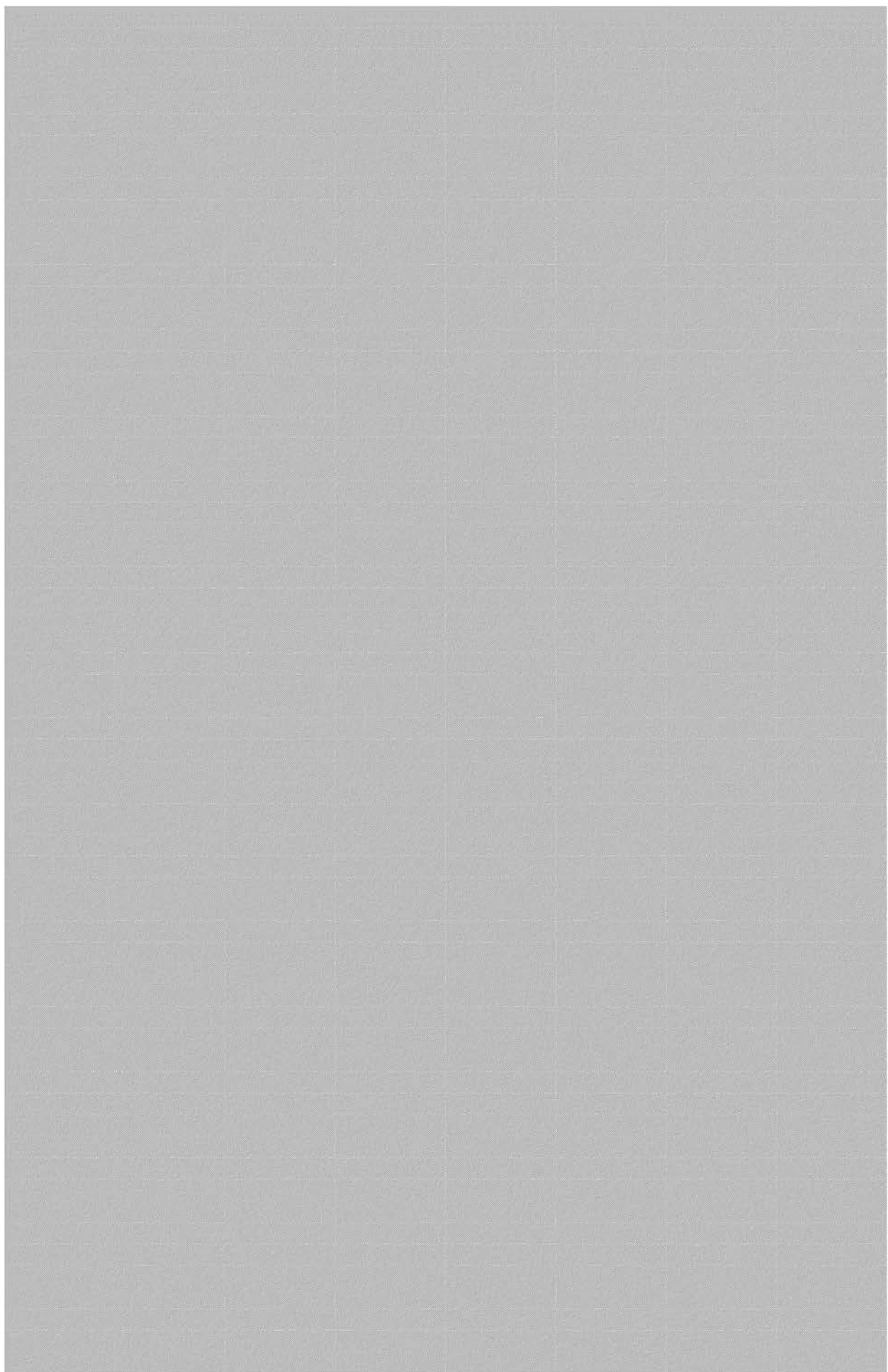


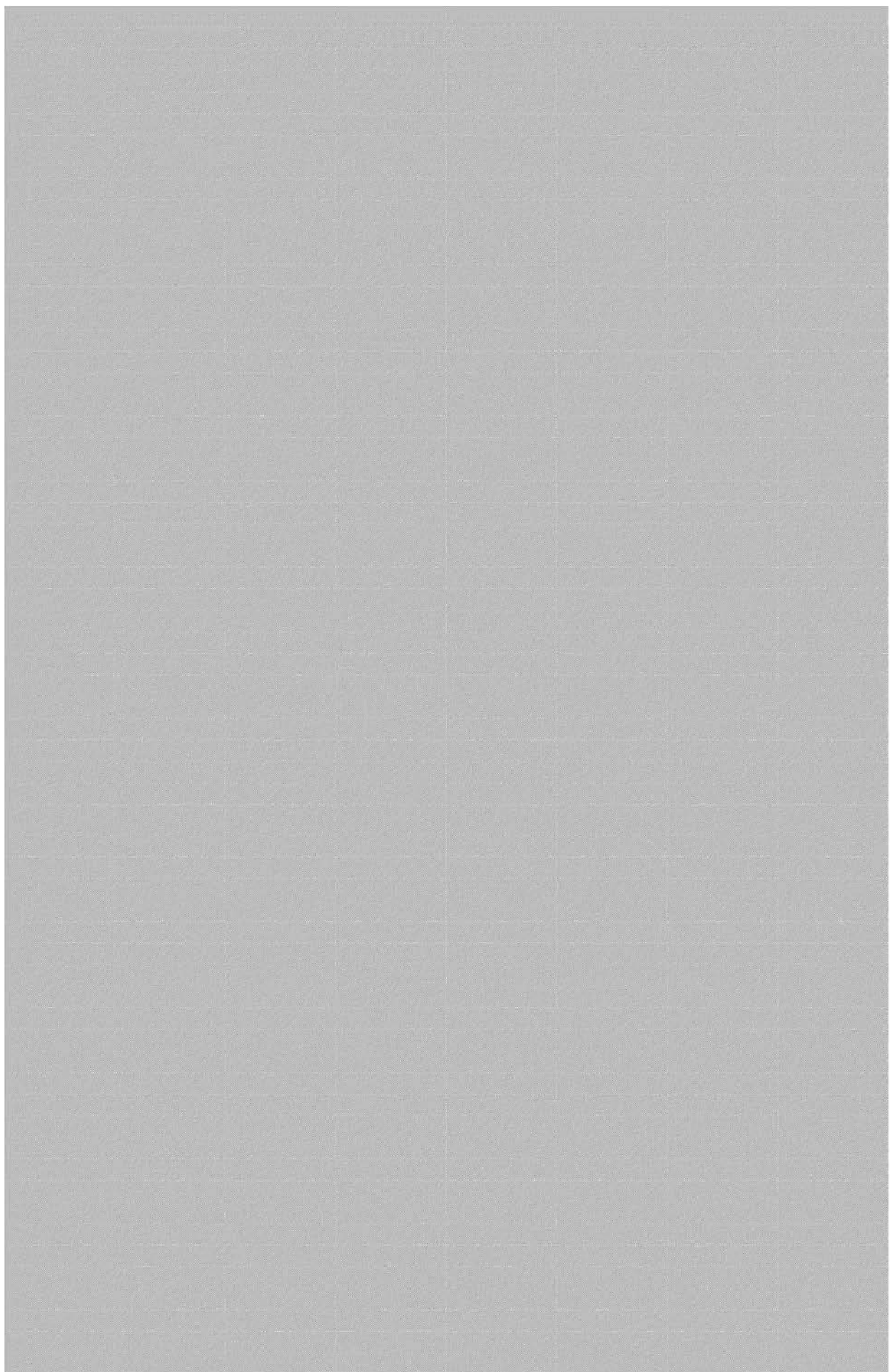


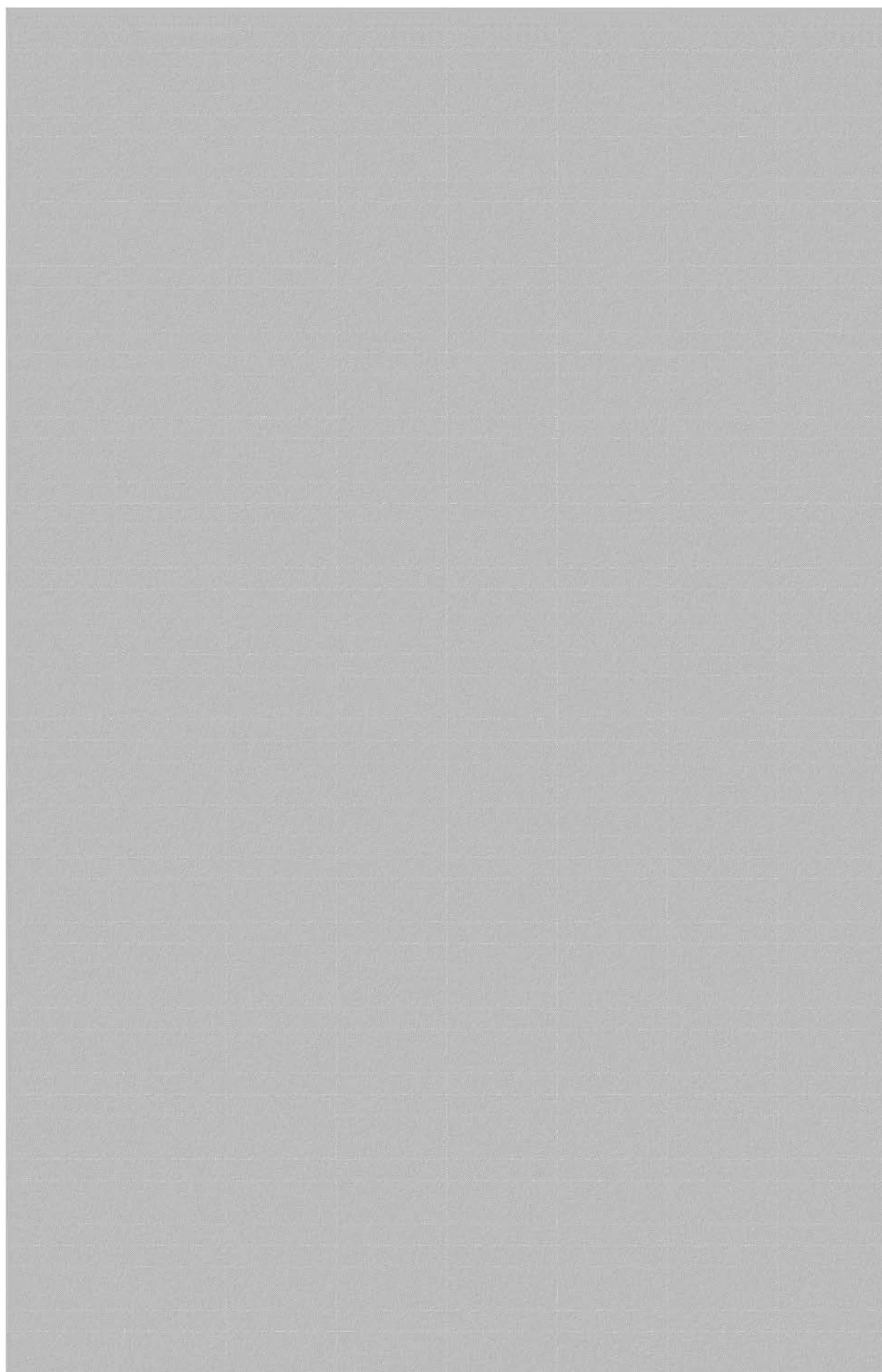


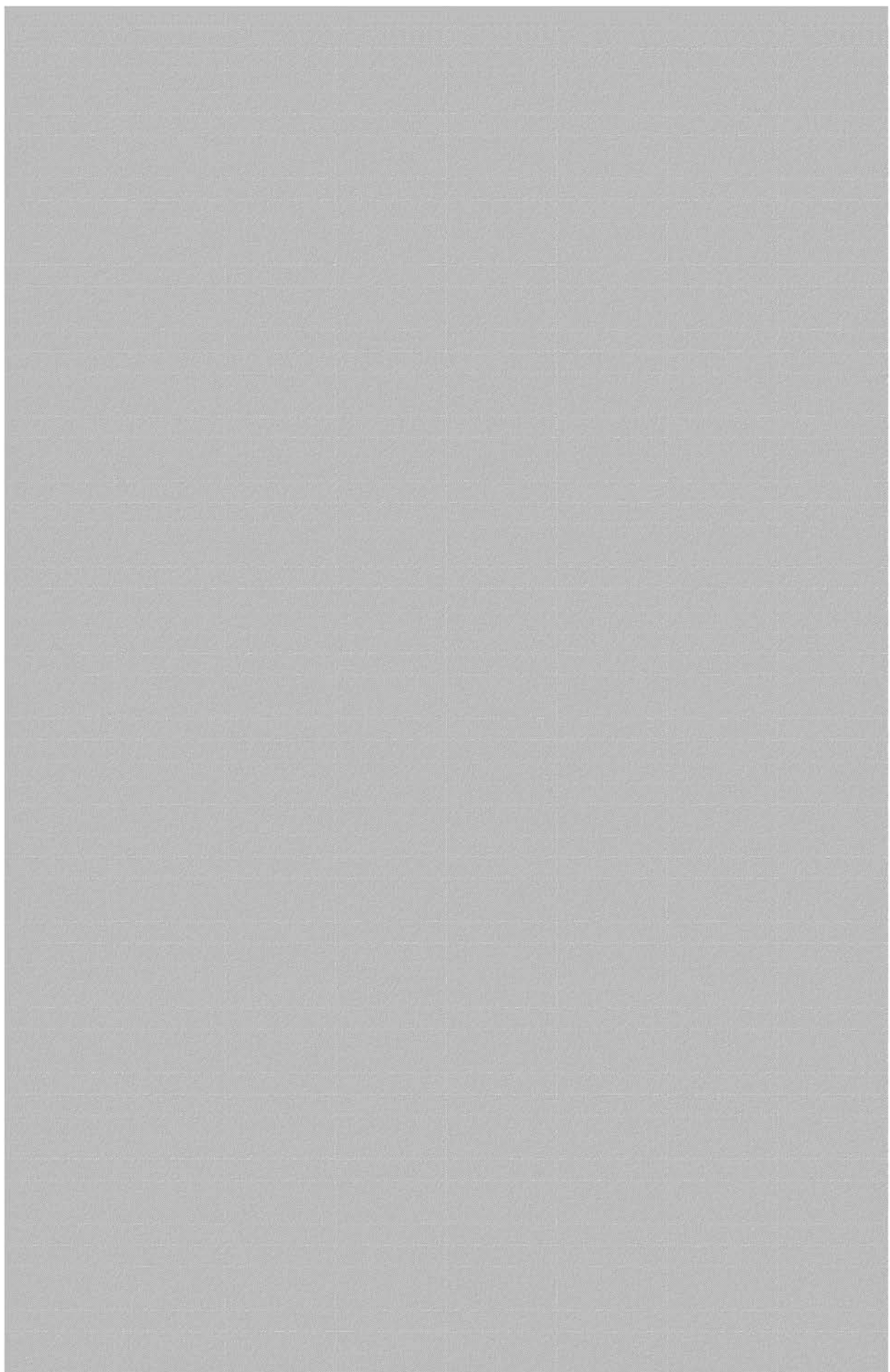


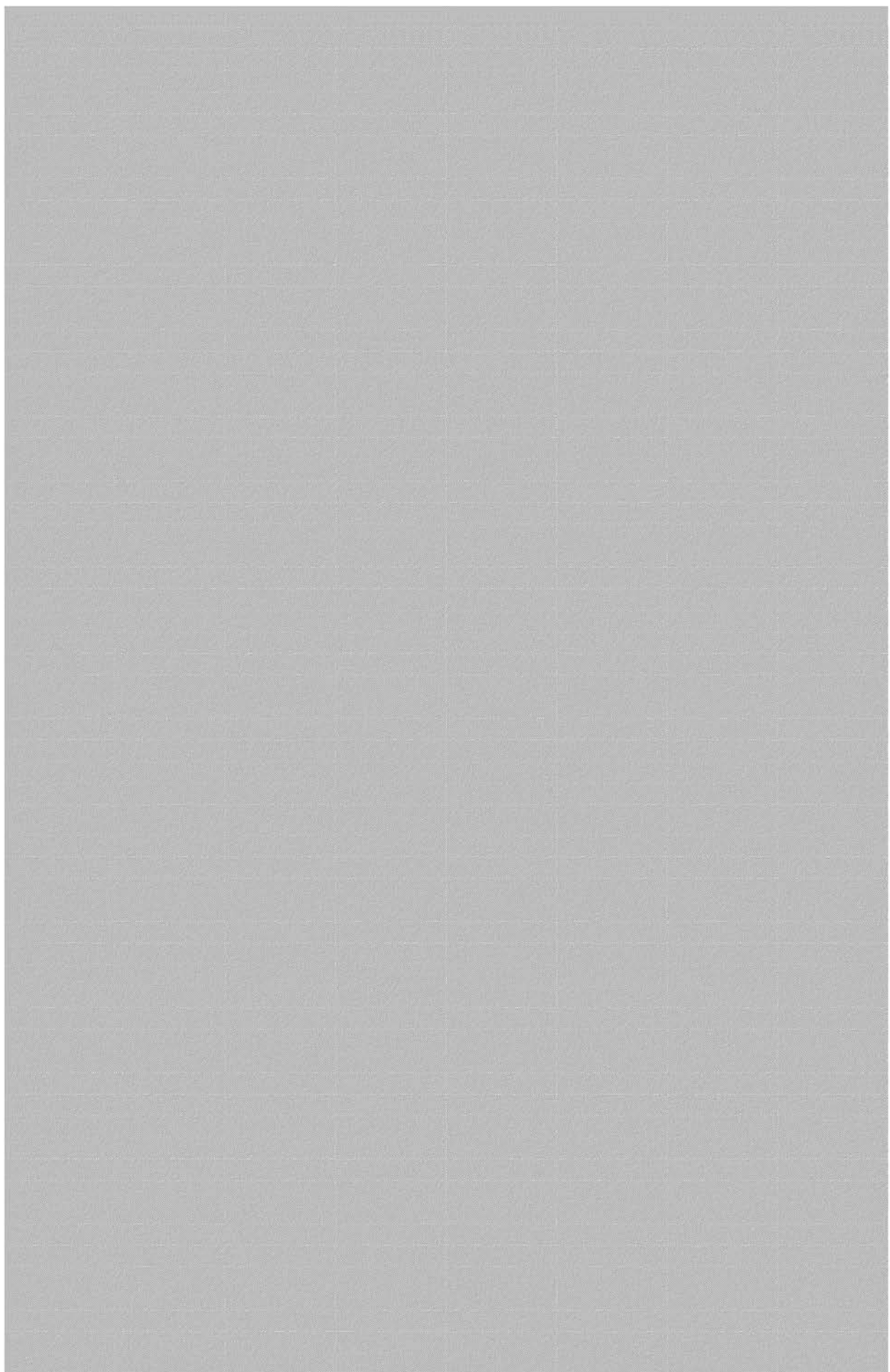


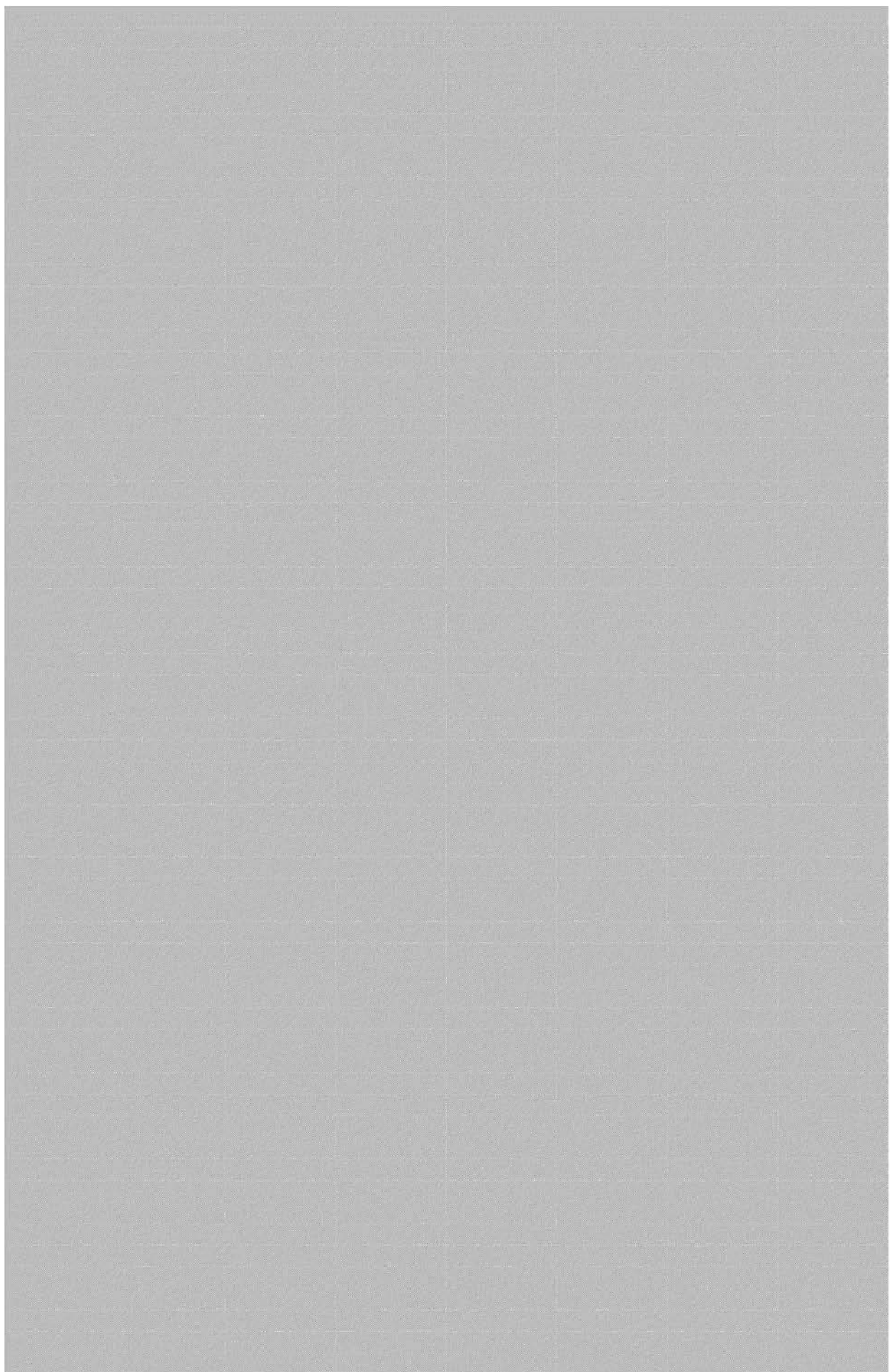


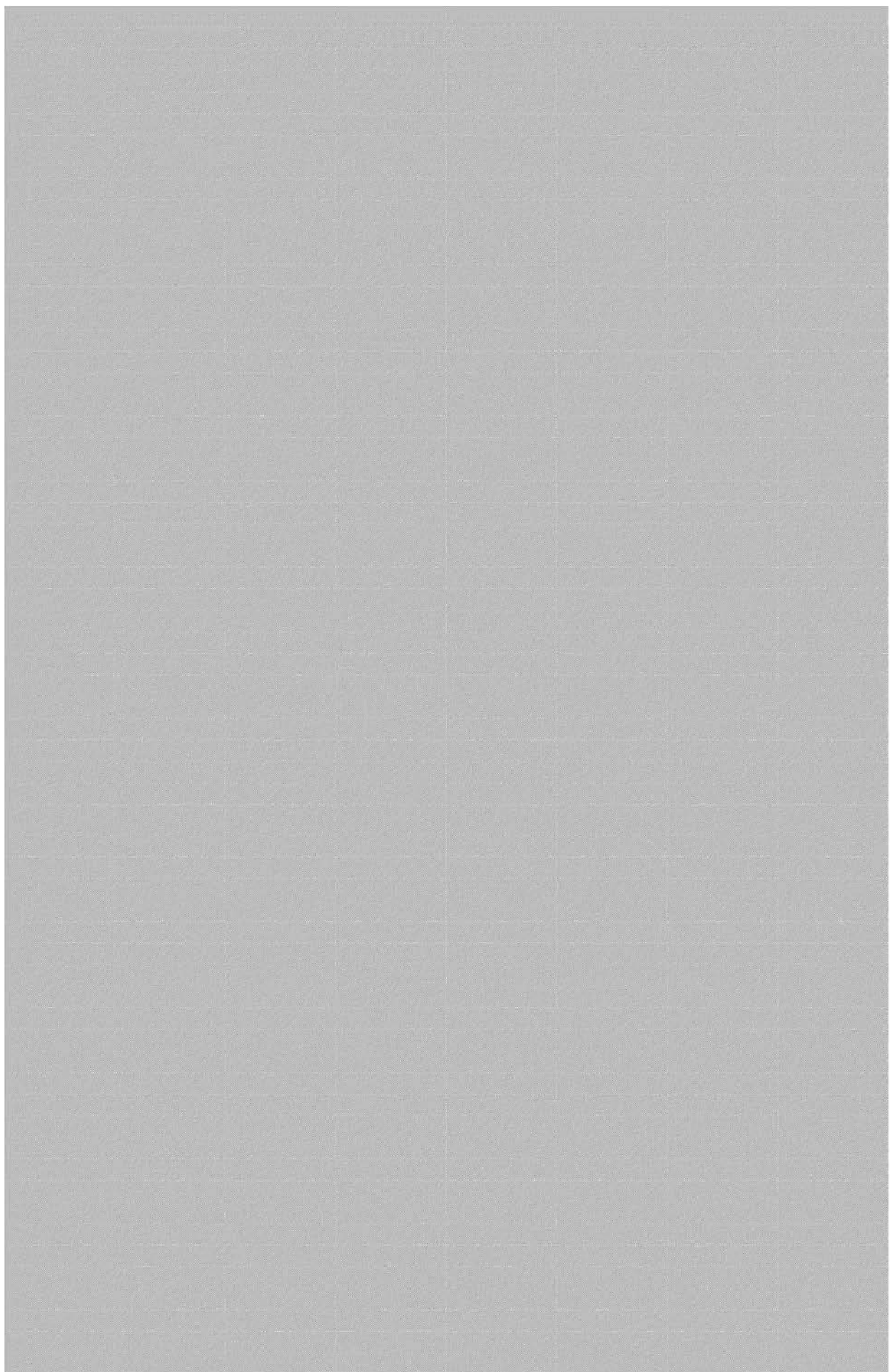


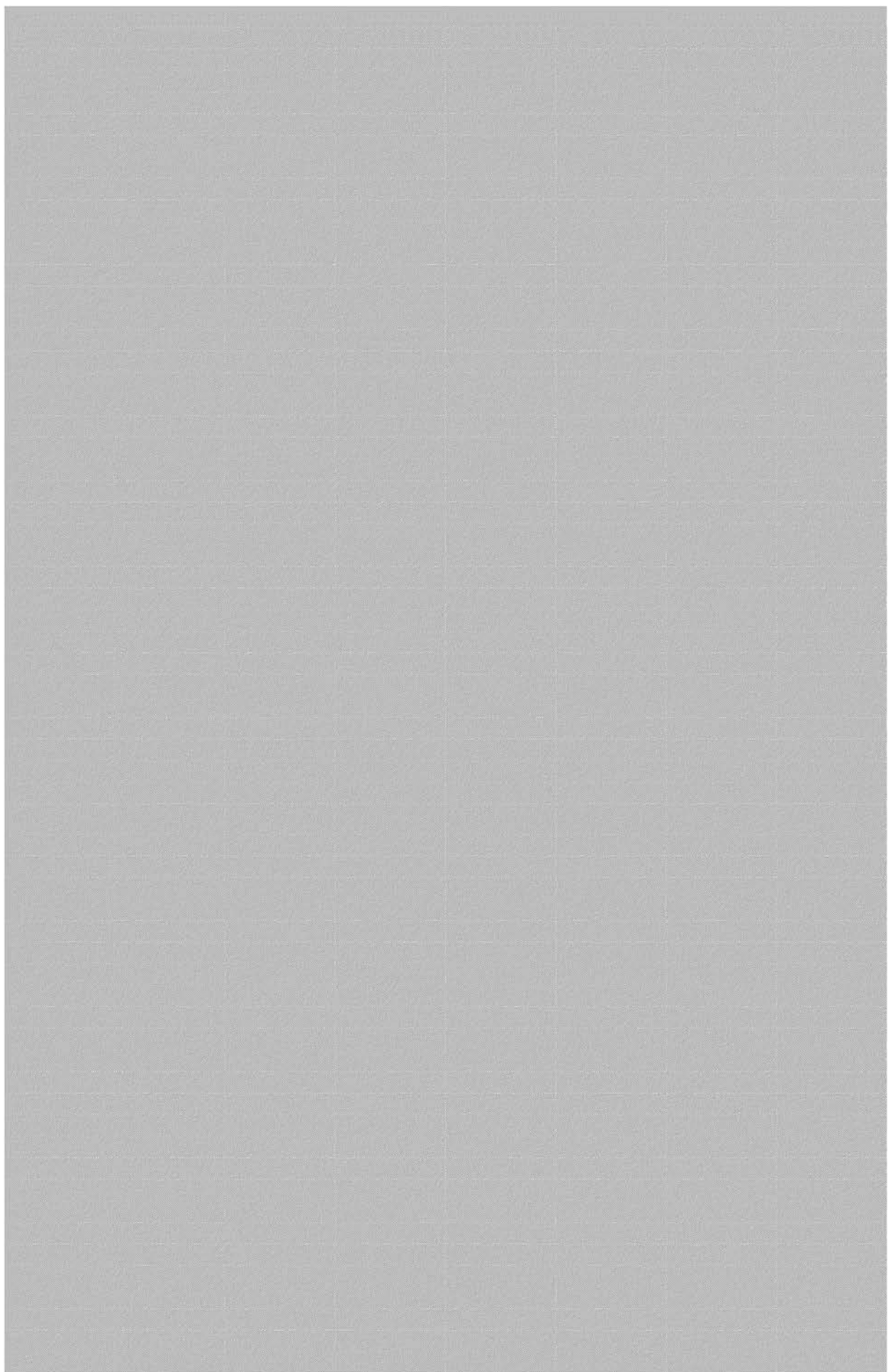










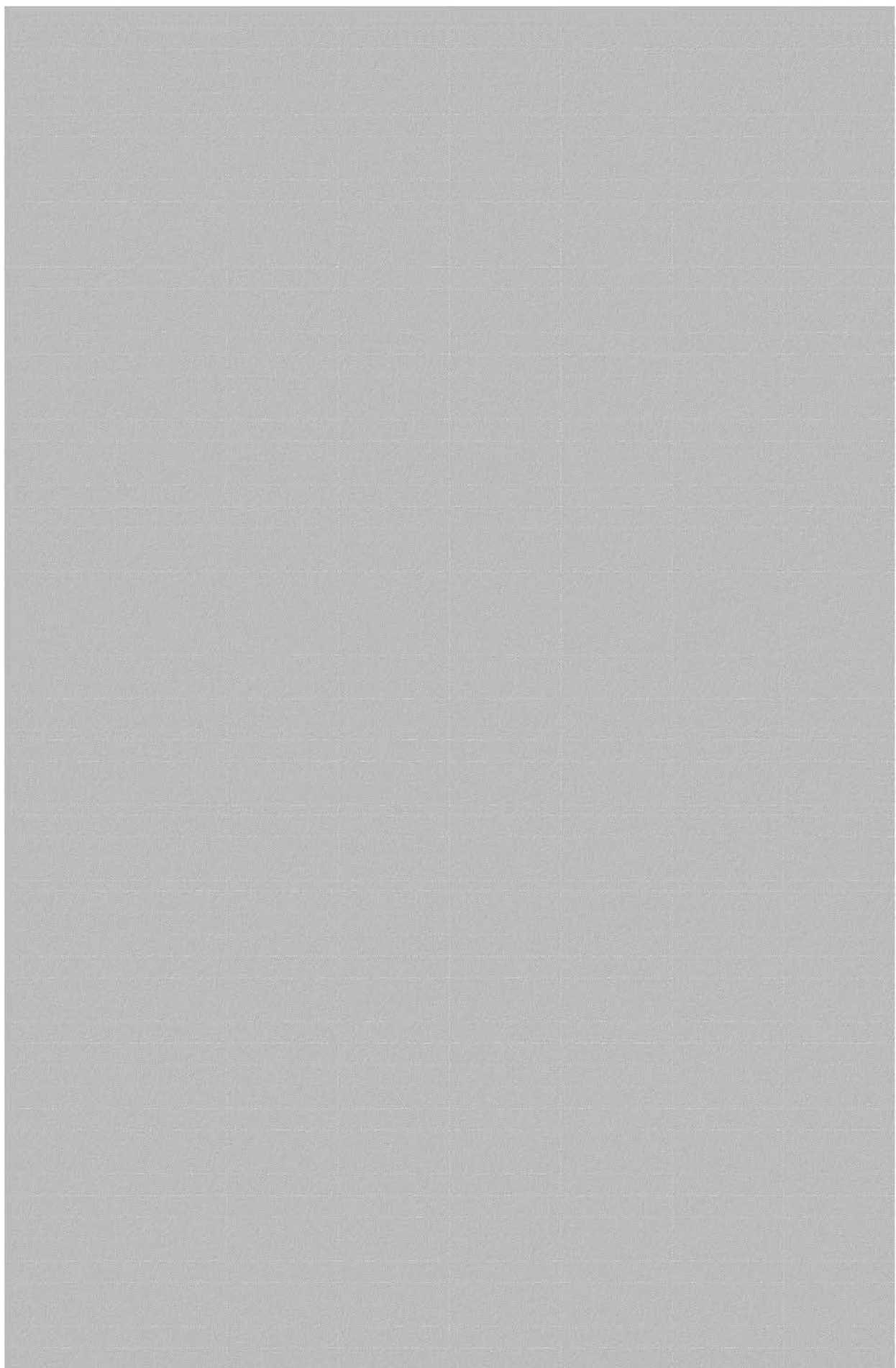


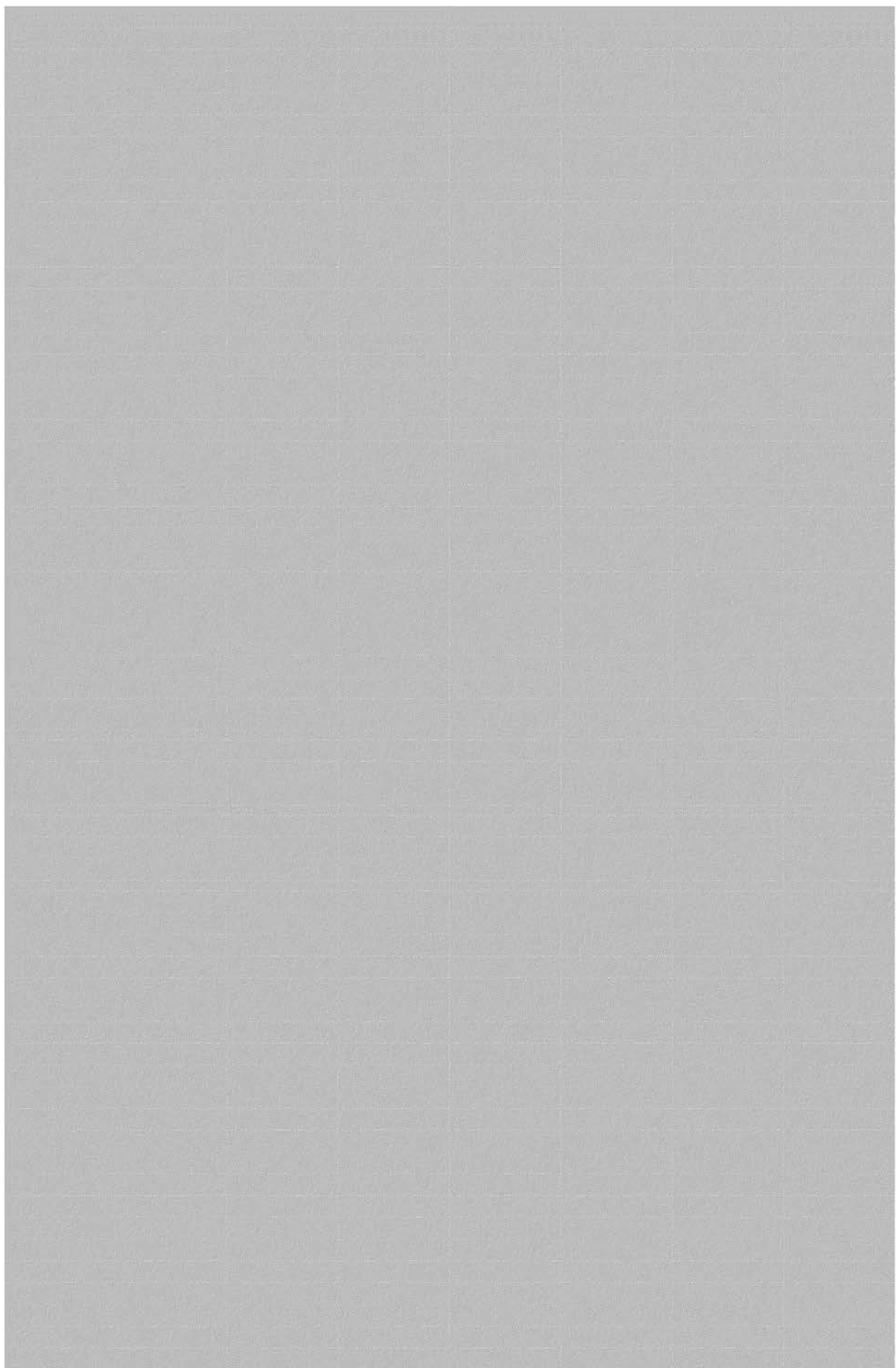
Using this SmartMaster with Notes/FX

n applications by embedding the data as an object in a Notes form.
an be made available to Notes for exchanging data between Notes
and the spreadsheet.

can be used for Notes/FX applications. To see the range named
button. For more information about using Notes/FX, see the Notes
documentation.

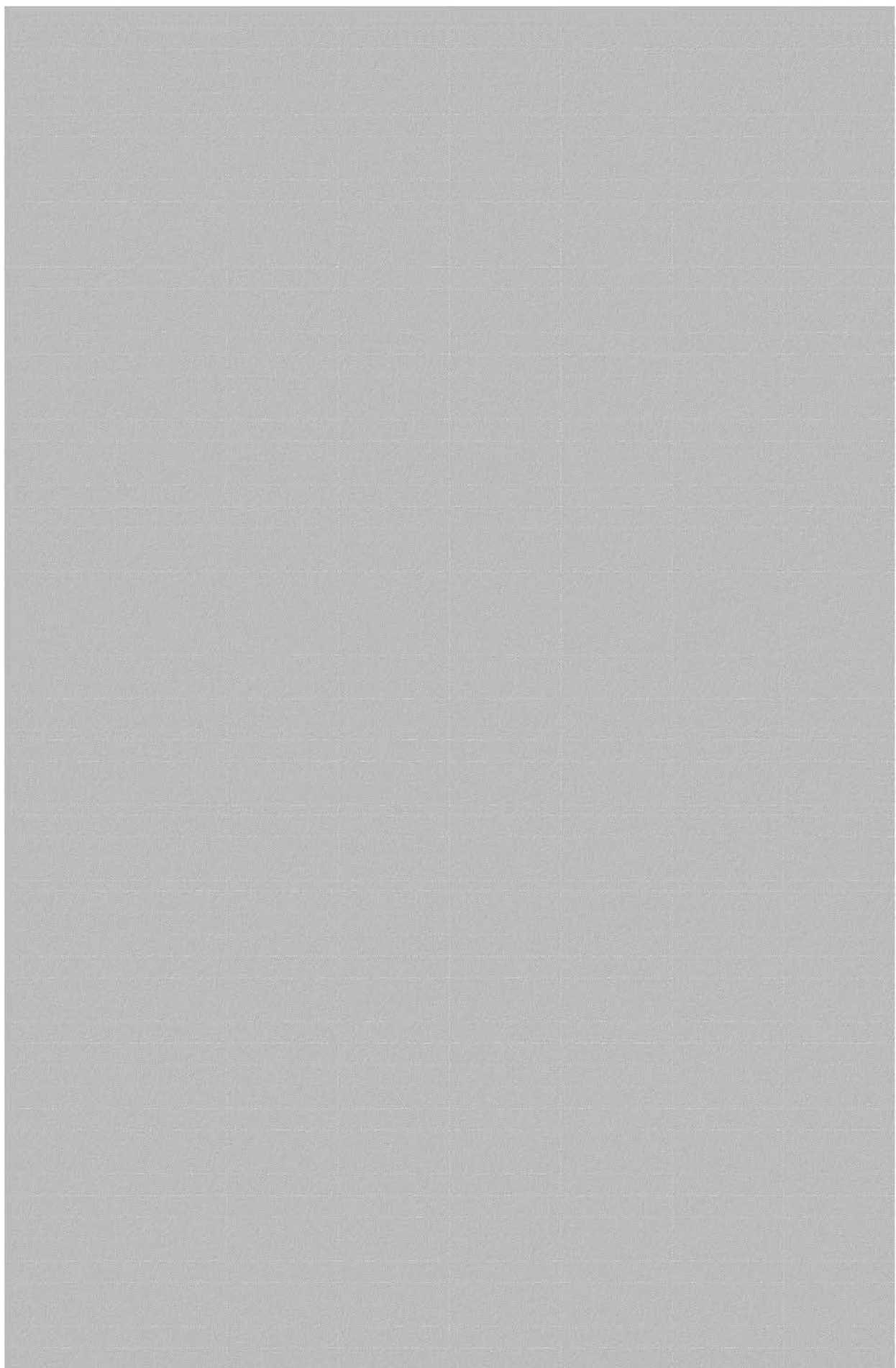


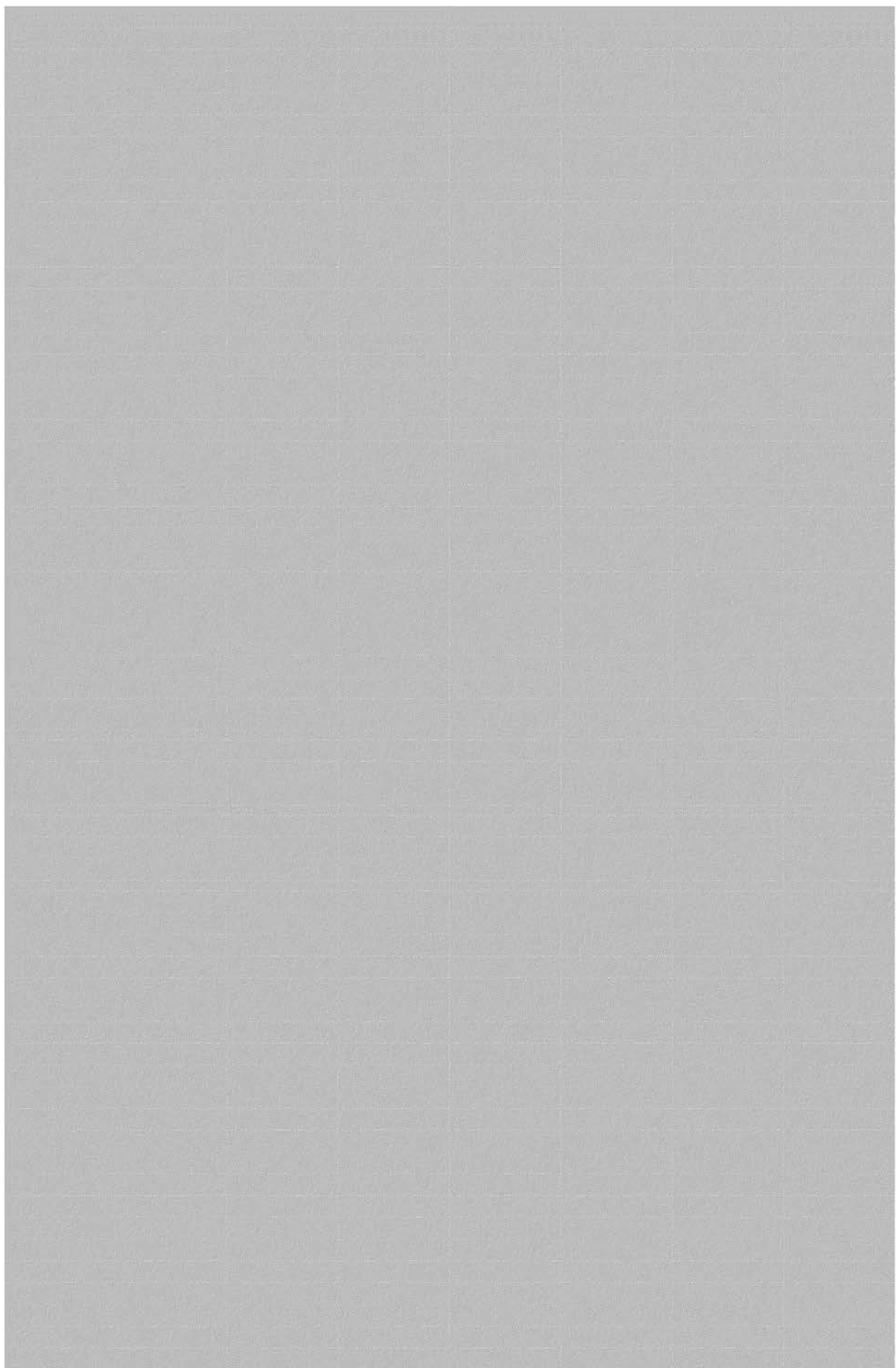






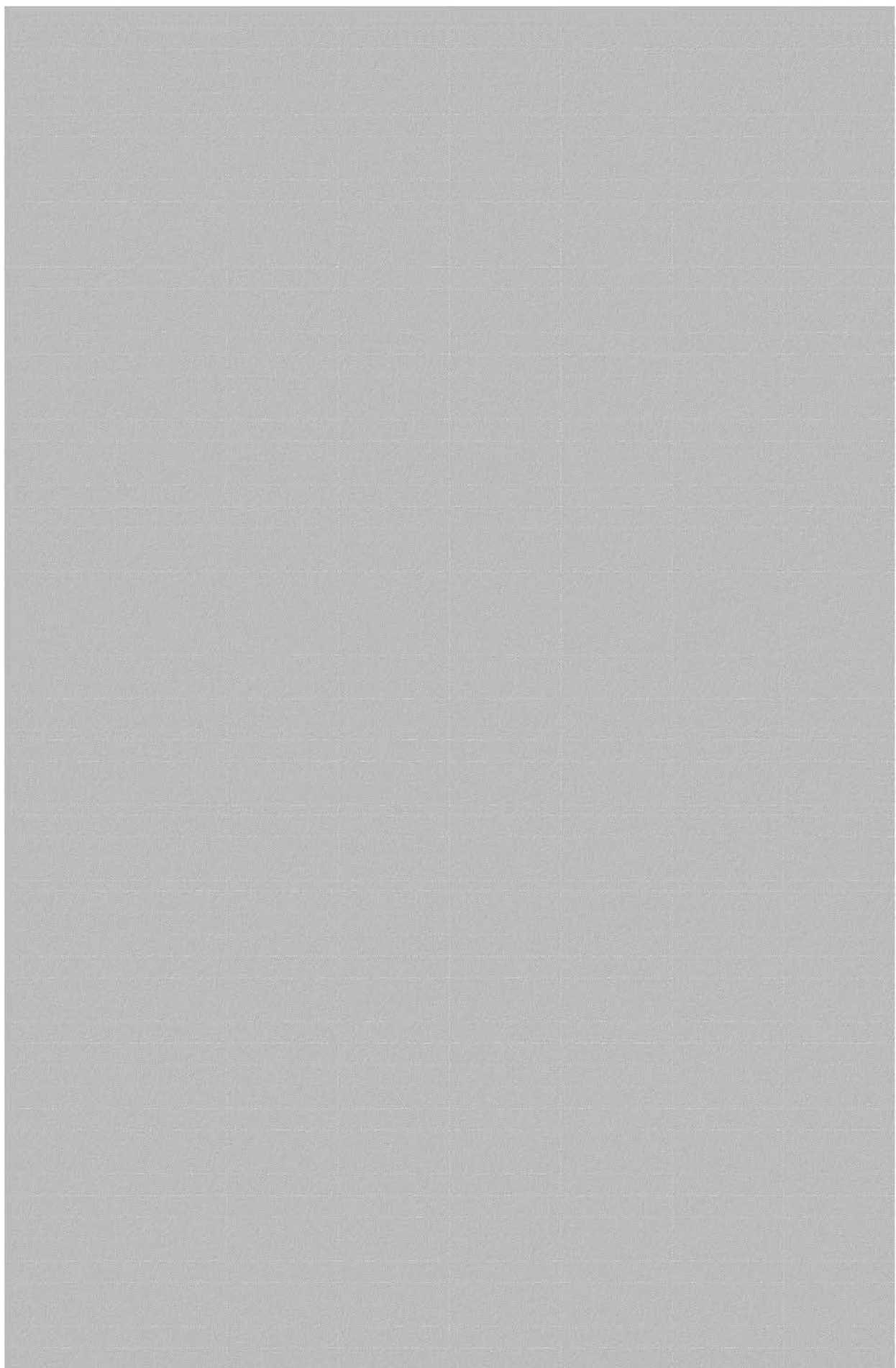


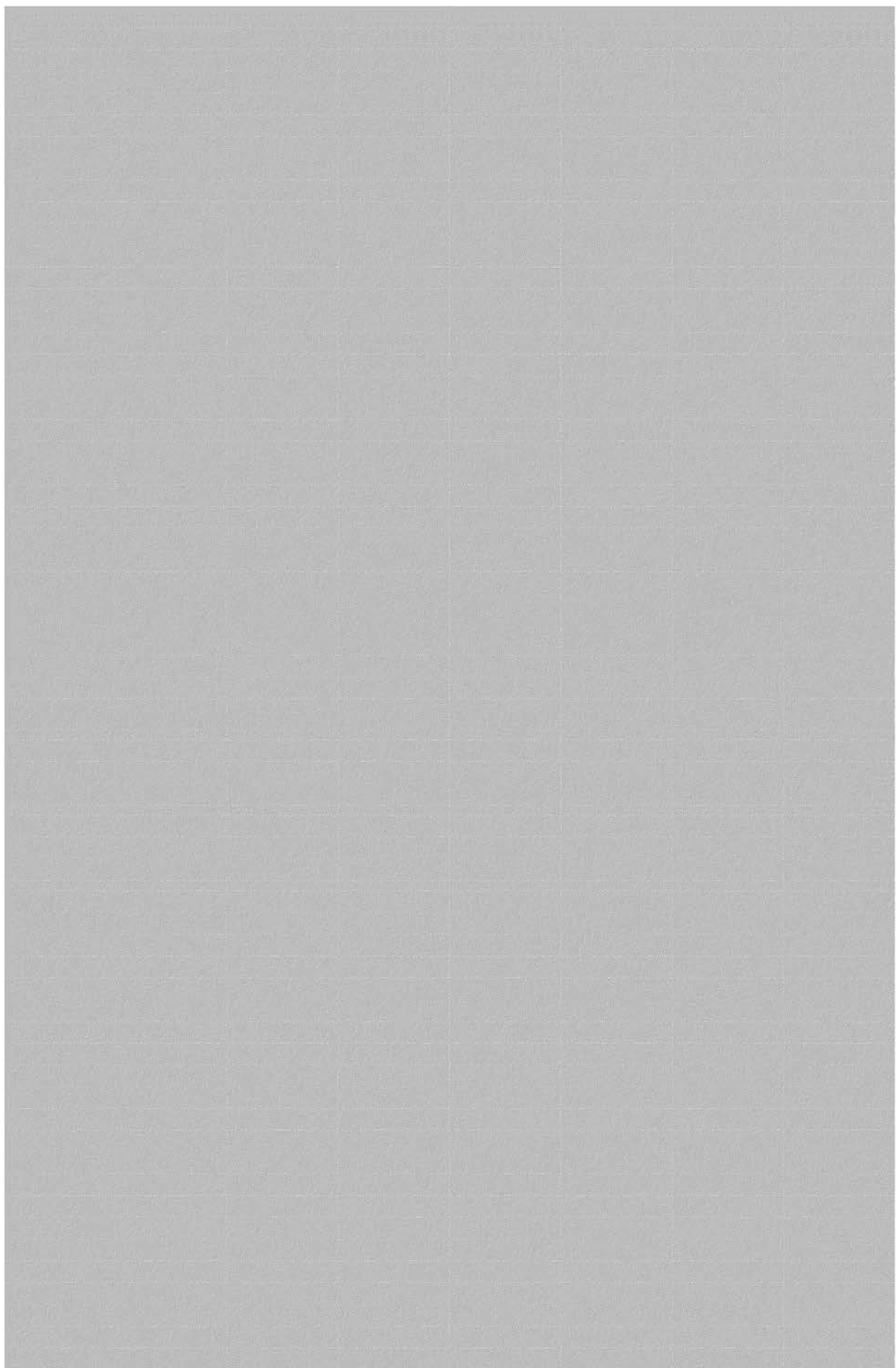






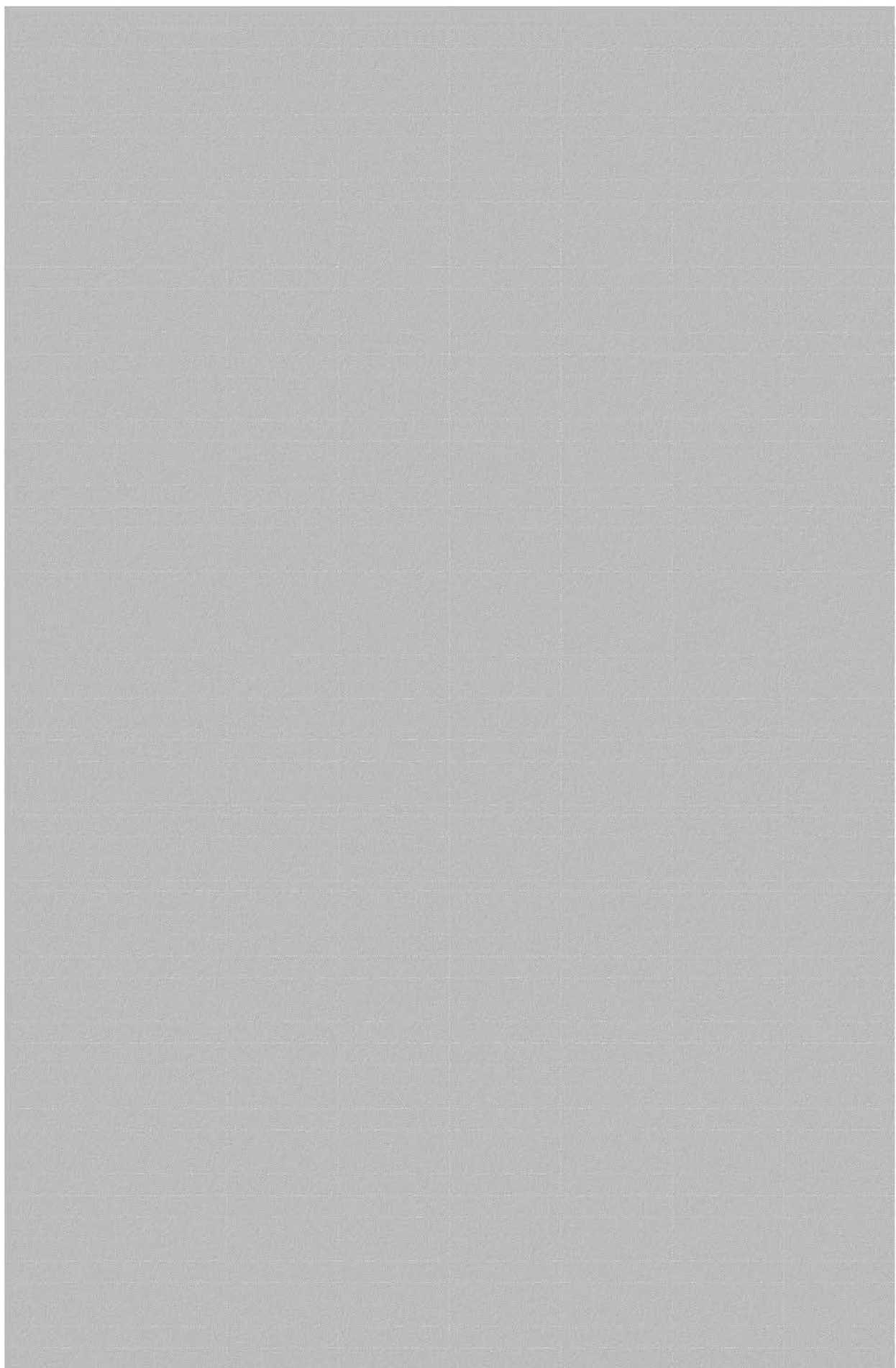


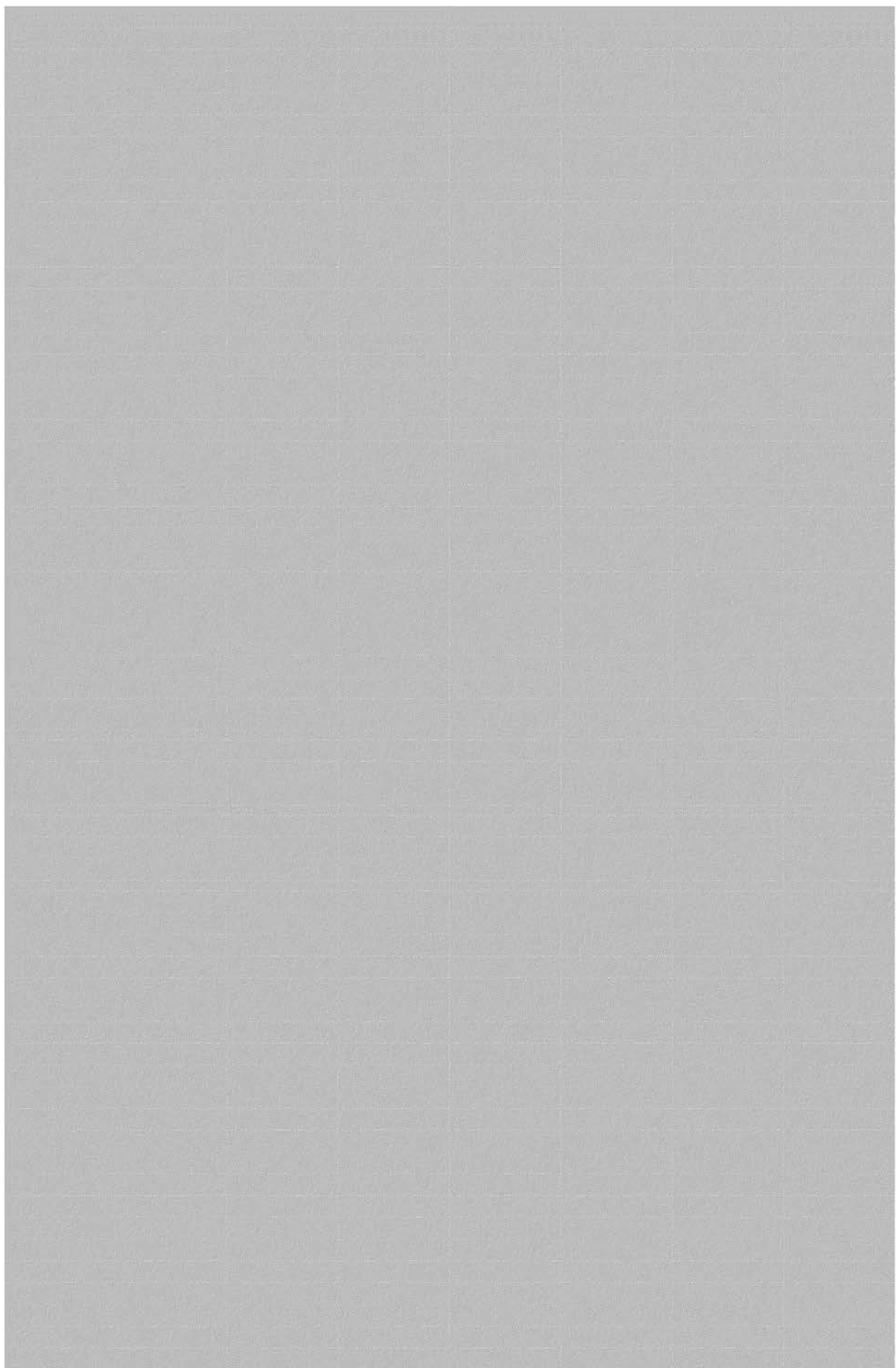






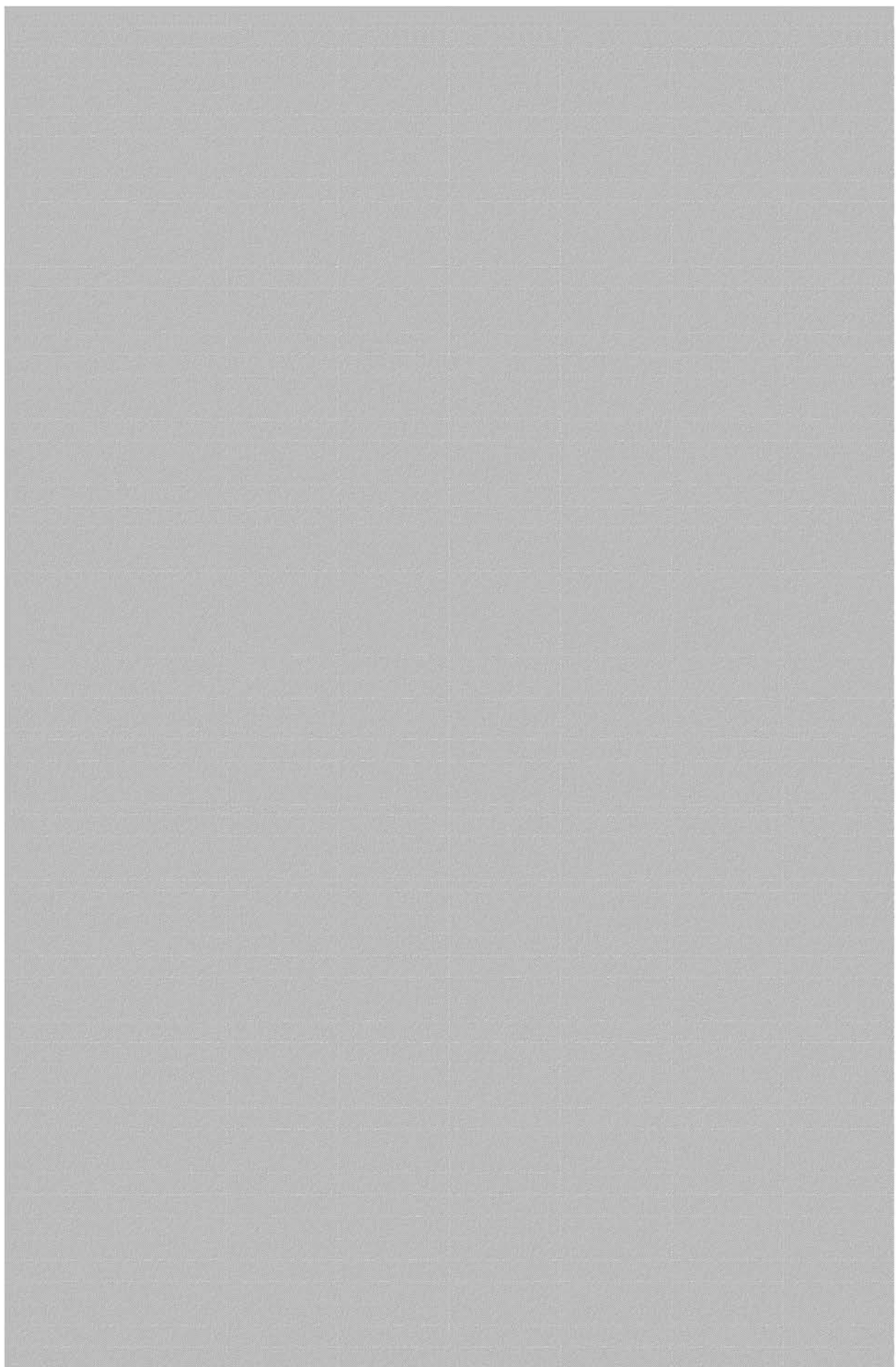


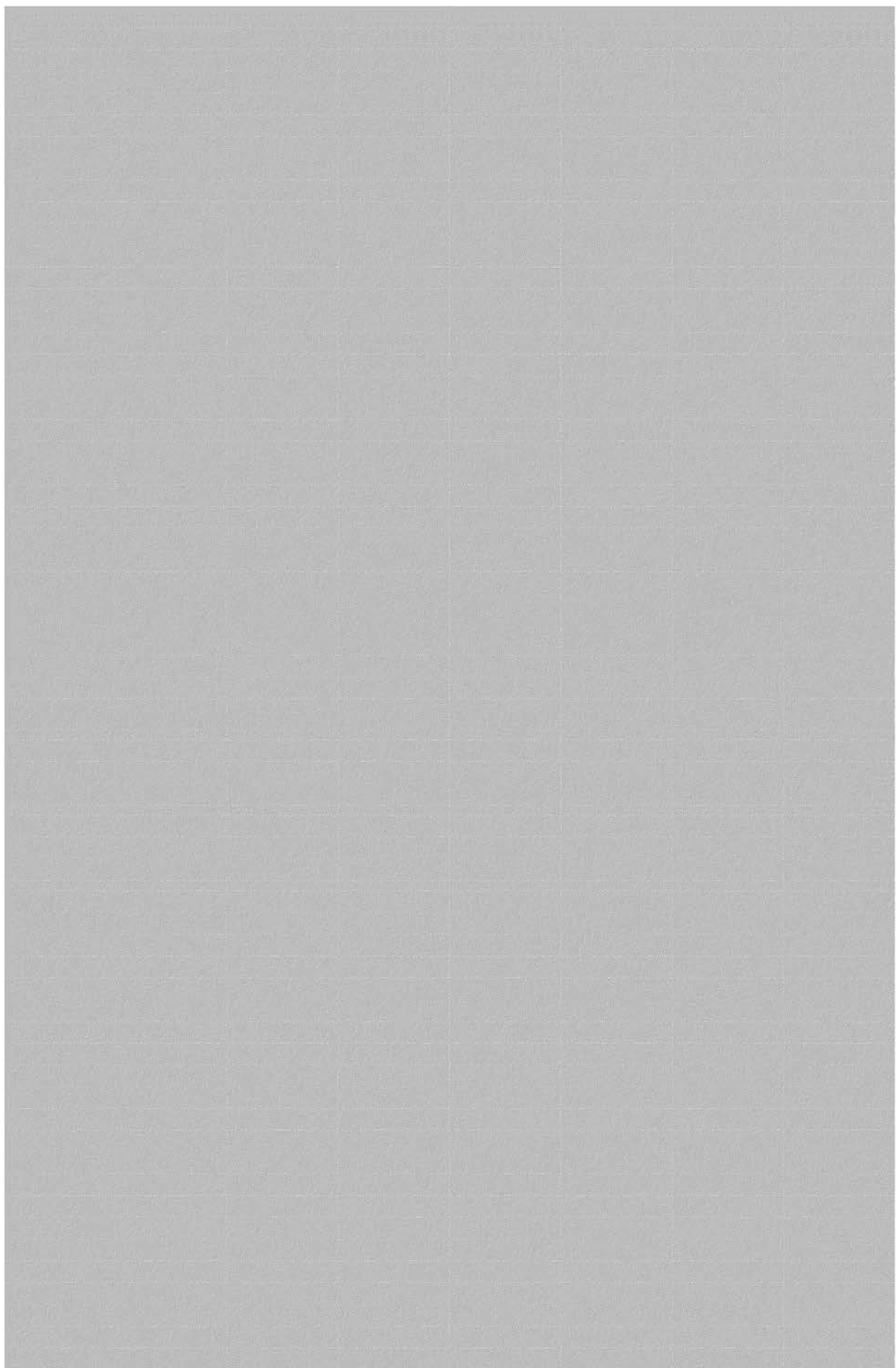






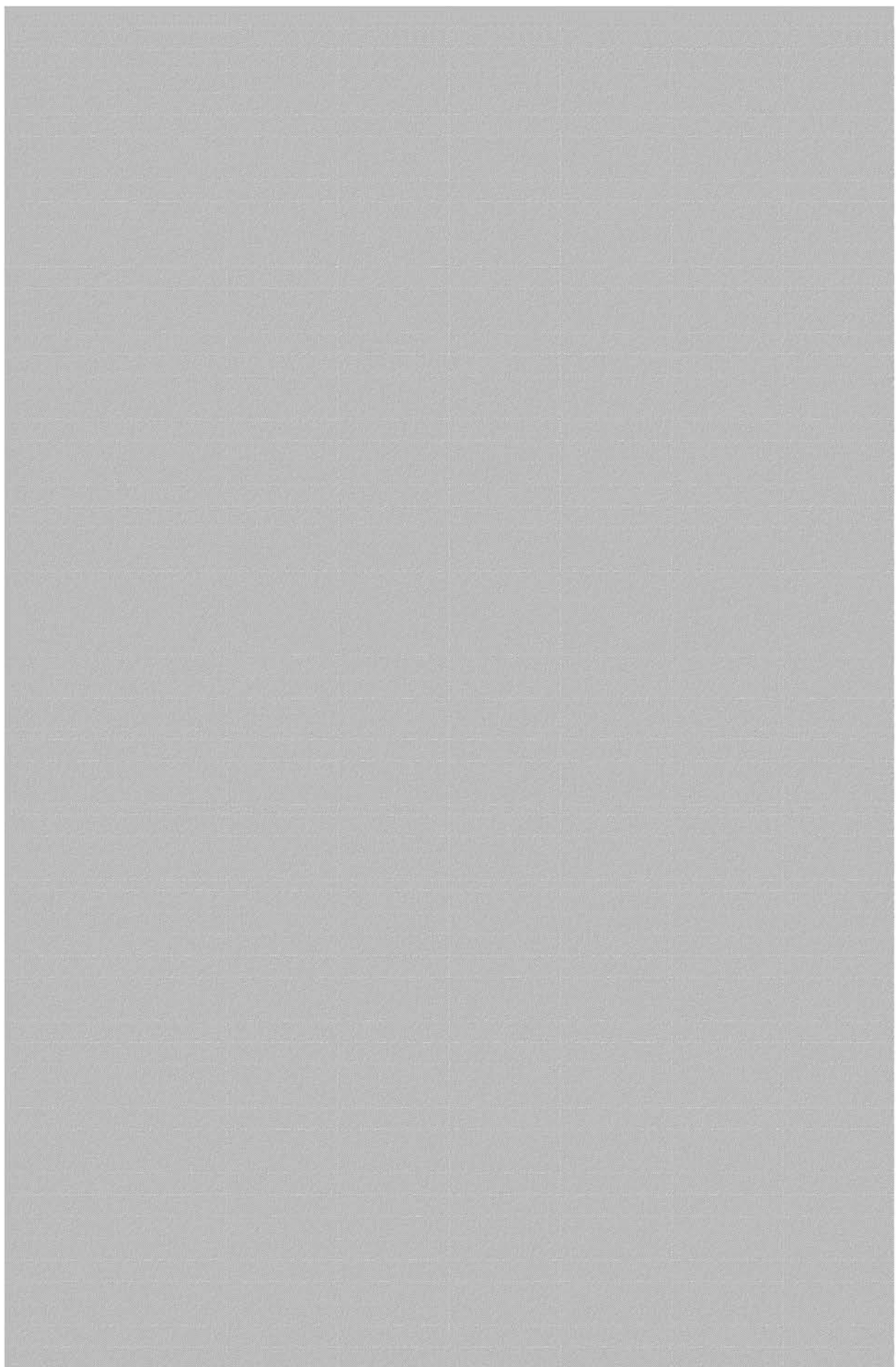


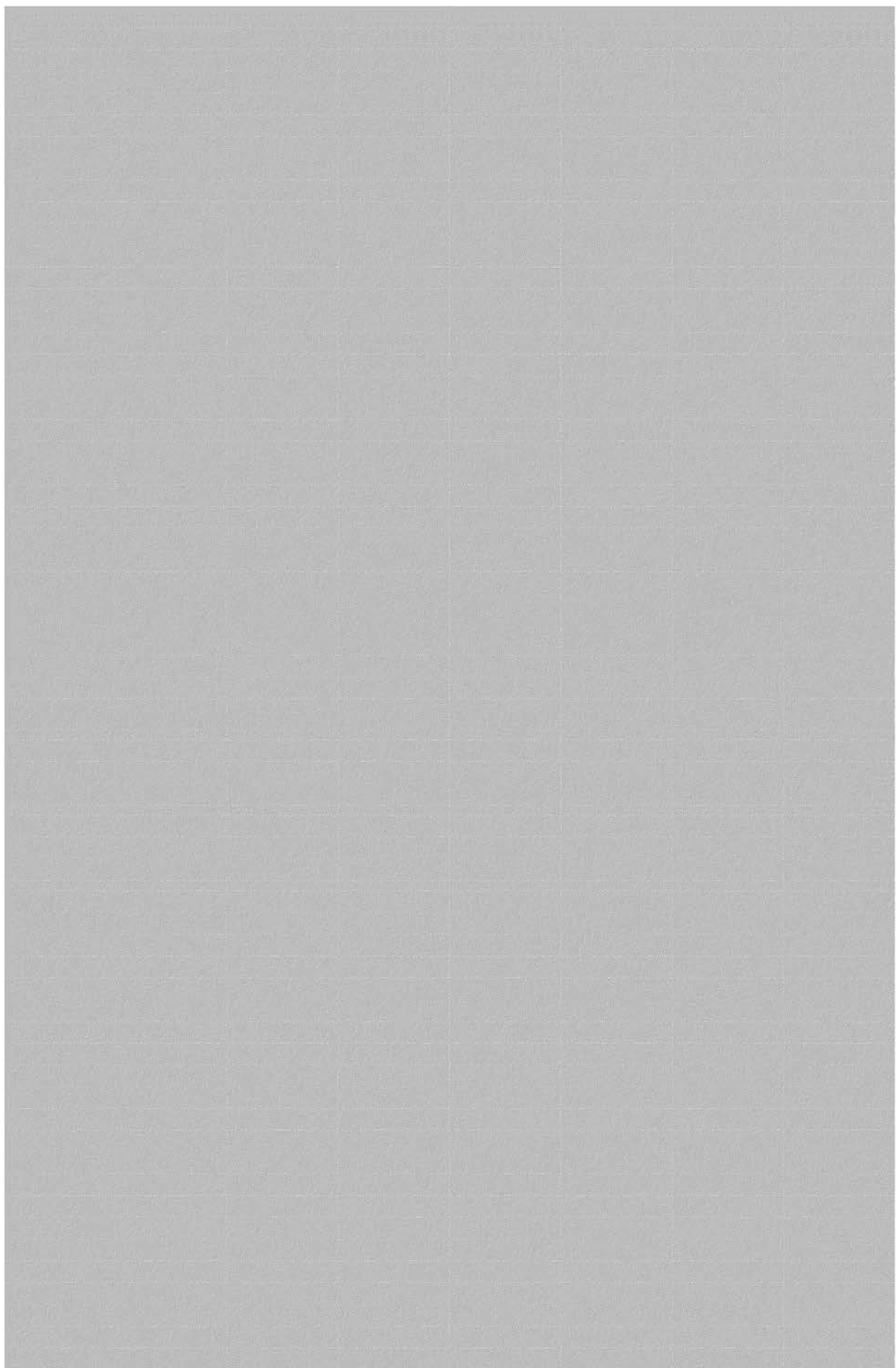






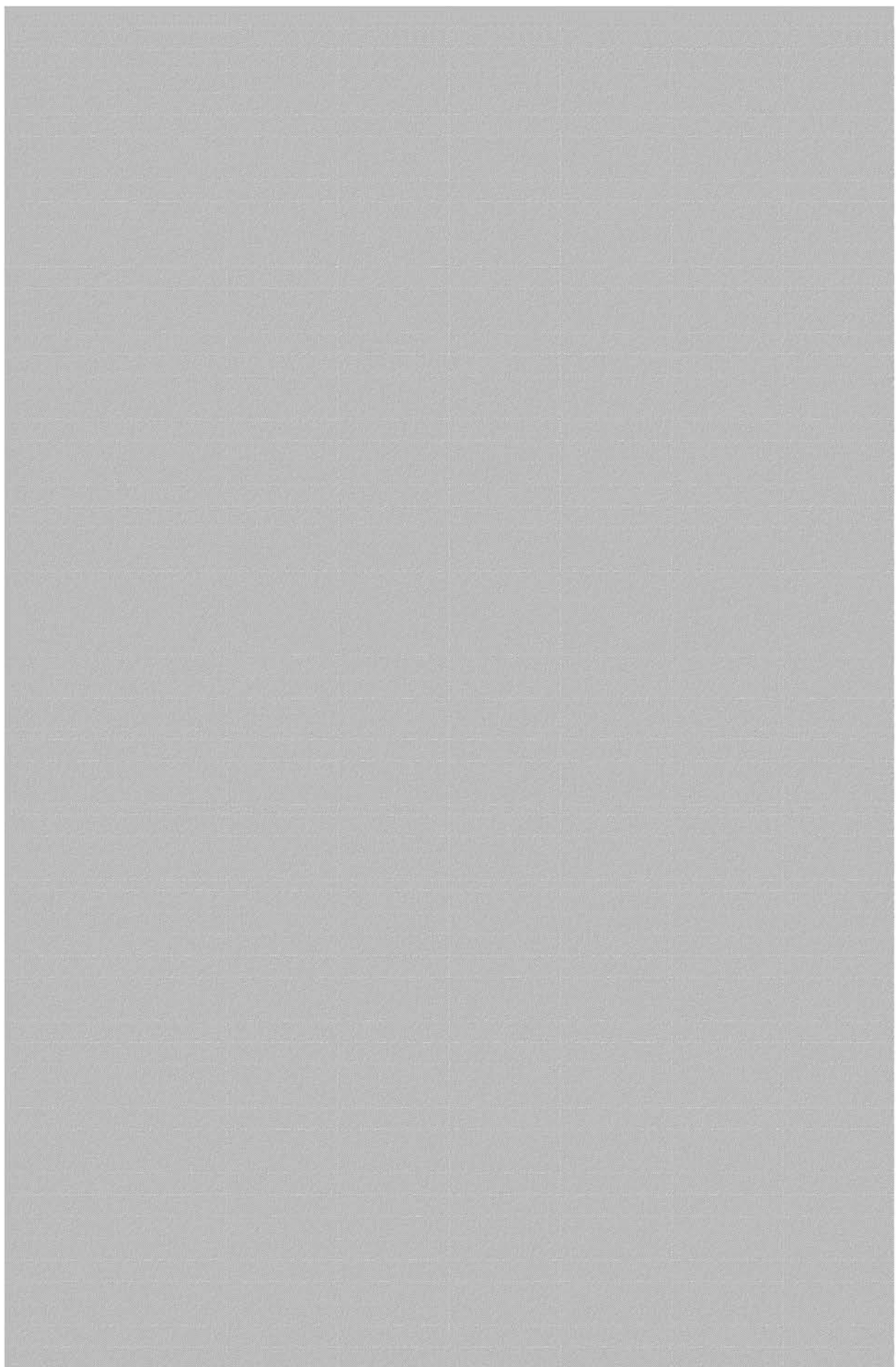


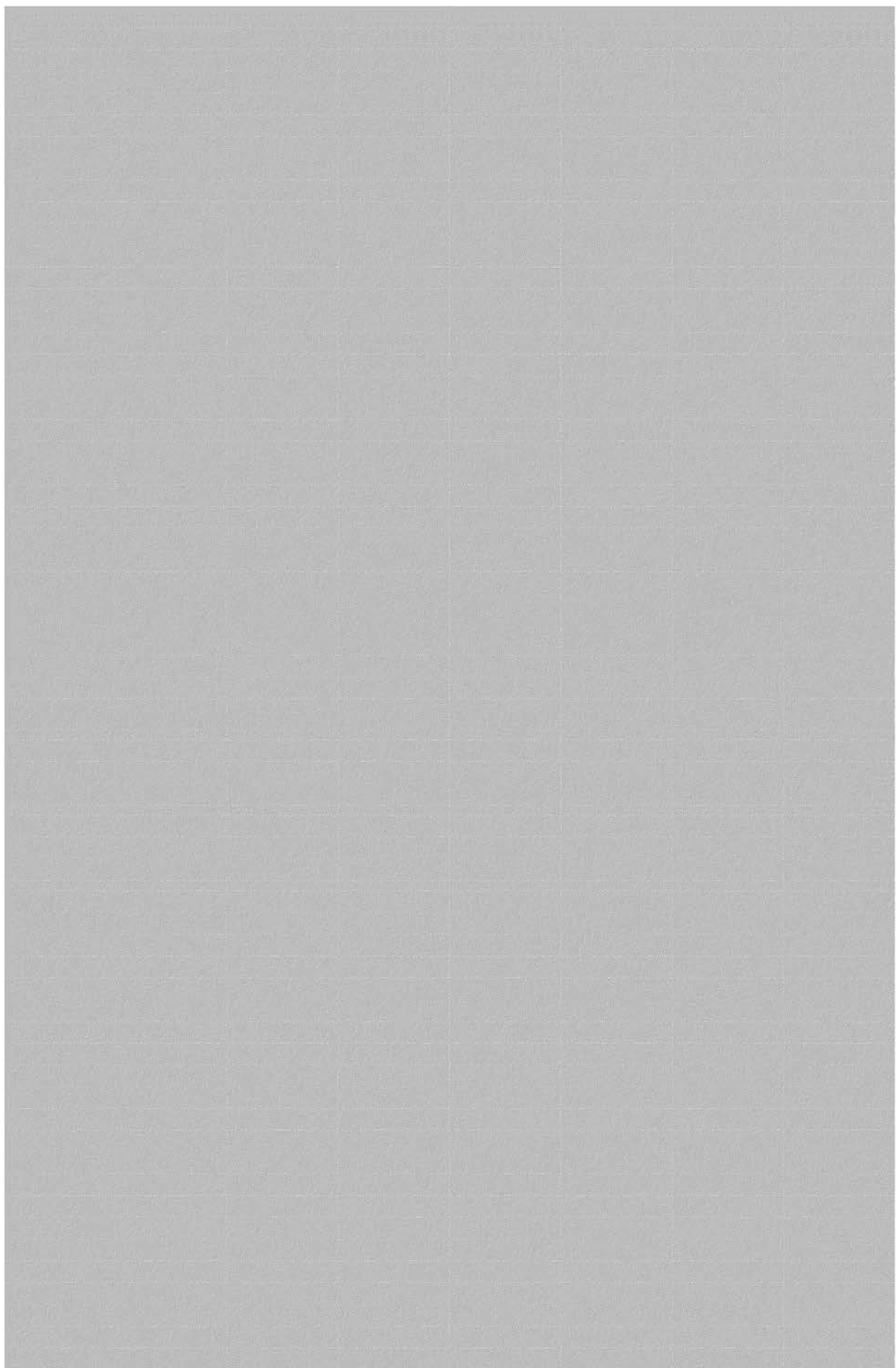






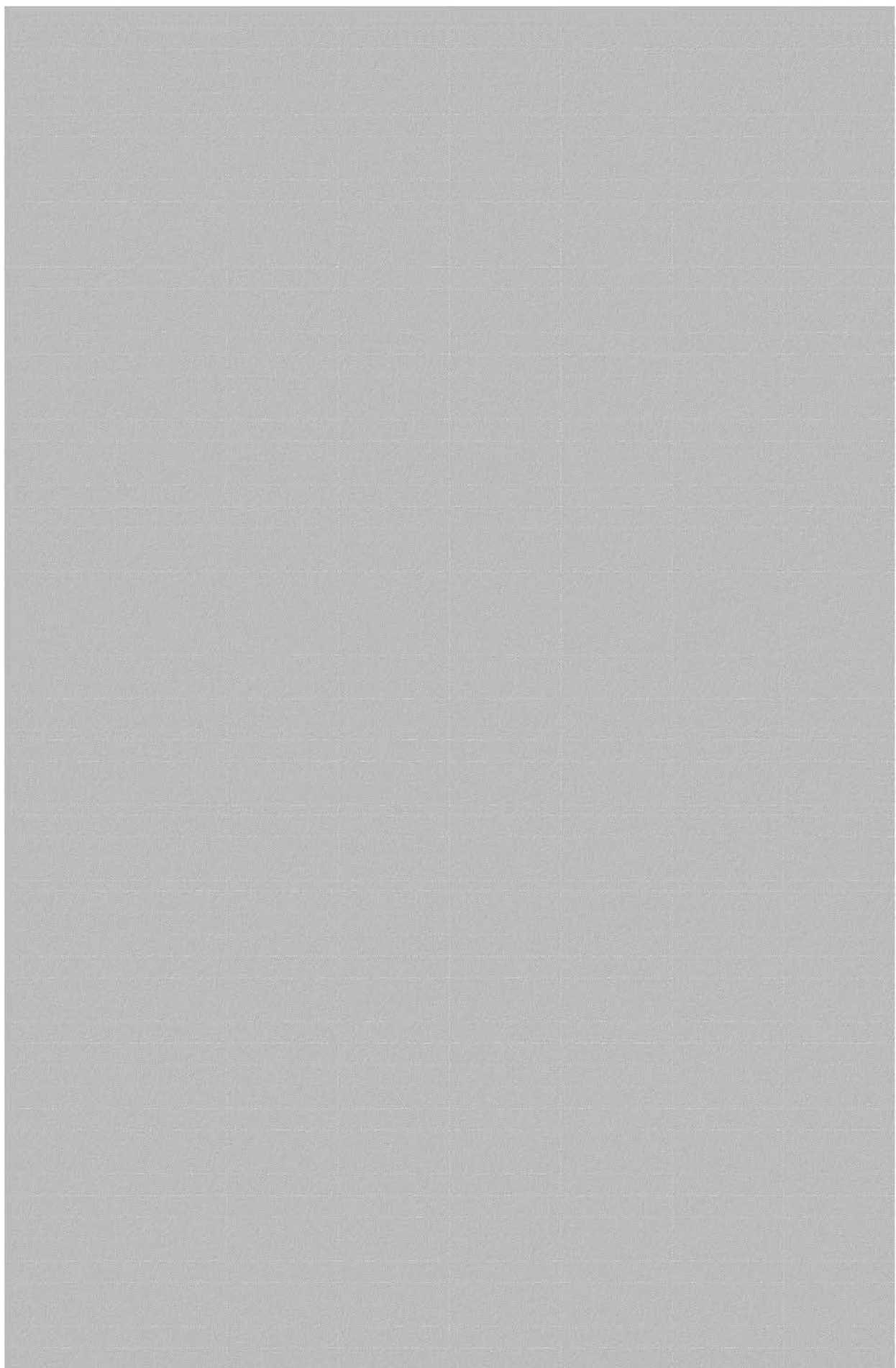












About this SmartMaster

KMT Software, Inc. KMT Software is the developer of several products under the Lotus name through Lotus Selects. KMT Software has developed the Lotus SmartMaster Collection for 1-2-3 Release 5, a collection of SmartMaster templates. The Lotus SmartMaster Collection for 1-2-3 Release 5 contains several templates to help you manage your business as well as your personal planning and finances.

For more information on the Lotus SmartMaster Collection for 1-2-3 Release 5, in the U.S. please call 1-800-635-6887. In Canada, call 1-800-GO-LOTUS.

