

ZV-Modules for Windows



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1. System Requirements

Computer:

- w Minimal requirements for Windows 2000, Windows XP
- w 20 MB of free disk space
- w Printer

Operating systems:

- w Windows 2000, Windows XP (Prof or Home edition), Vista (all)
- w Administrator rights for installation

Configurations:

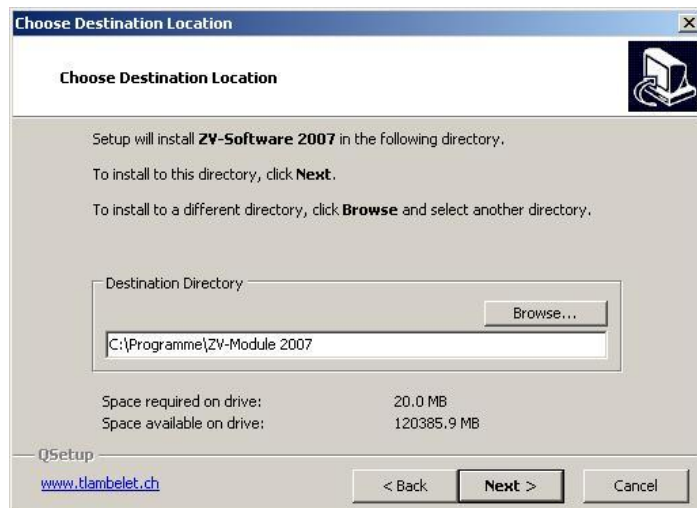
- w Internet connection
- w E-Mail configured
- w Internet Explorer, version 6 or above
- w Local write rights on program directory
- w Backup tool for computer
- w E-Banking
- w PaycomWeb
- w PDF-Reader

Remarks	
w	Please contact your PC support in order to meet above requirements.

2. Installation

The installation is done by the installation program. You need administrator rights in order to execute the program.

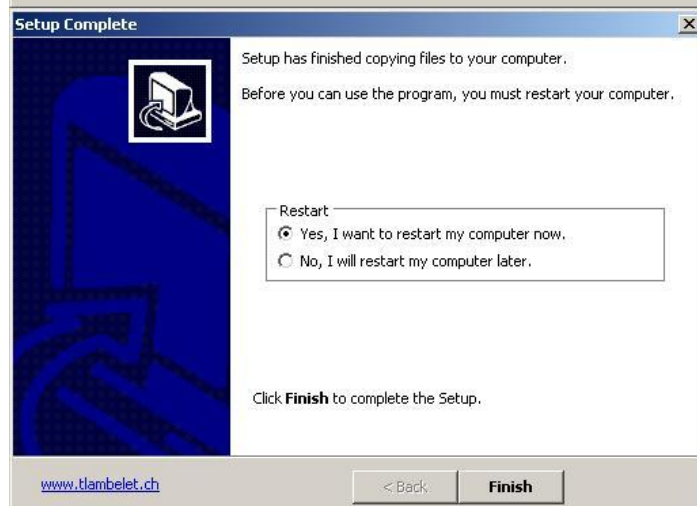
Run: **SETUP.EXE:**



Please make sure that no spaces or special characters are contained in the directory.



Select the appropriate installation method



Restart the computer after the First installation.

The following directories are created on the installation:

\ DATA	Contains all data-tables All files are build up automatically on startup or when missing a file.
\ Picts	Contains all program symbols
\ Docs	Contains the manuals

These directories are created durning the program-execution:

\ Backup	Contains the Backups done by the application
\ Reports	Contains files out from reporting
\ LSV	Contains the LSV-files
\ DD	Contains the DD-files
\ Export	Contains export and import files

Remarks	
W	The following files are copied into the Windows listing (Windows \ System32):
W	For Vista-Installation consult your administrator first.
W	In case of a Vista installation check user rights on the installation directory. Set them to Full-Access.

kernel.dll	FoxPro LIBRARY file
gdiplus.dll	FoxPro LIBRARY file
vfp9r.dll	FoxPro Runtime LIBRARY
vfp9rdeu.dll	FoxPro Runtime LIBRARY German
vfp9renu.dll	FoxPro Runtime LIBRARY English
vfp9rfra.dll	FoxPro Runtime LIBRARY Français
msvcr71.dll	C++ Library

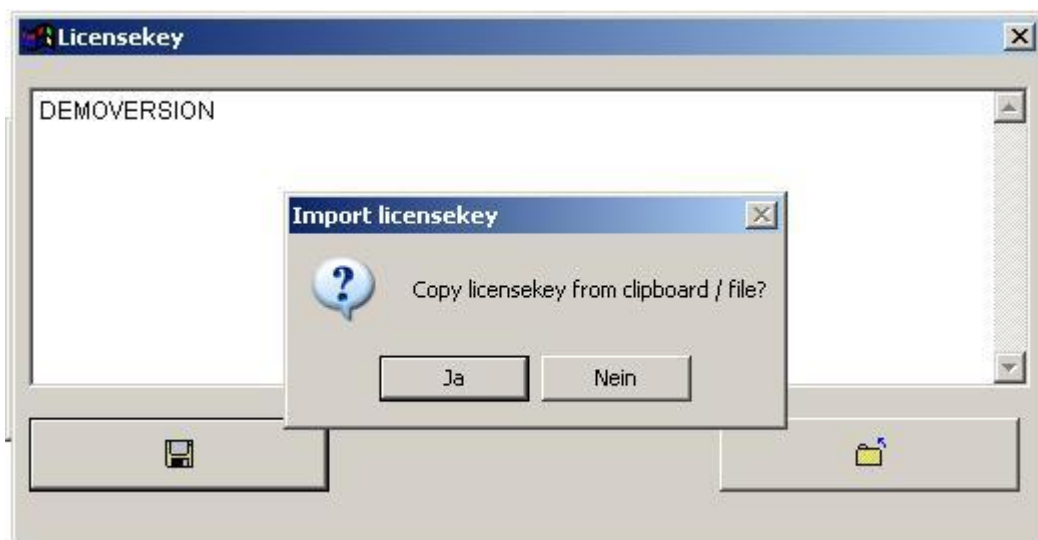
3. Settings / Entering the license key

The software will be activated by entering the license key. The license key contains information about the license holder and the program functionality. The license key is delivered appartly.

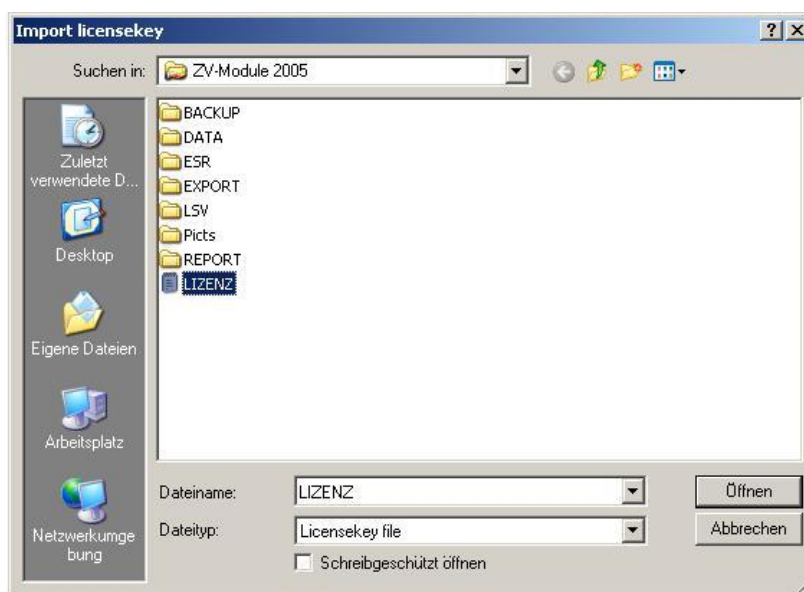
Entning the license key (è Files è Settings)

Procedure:

1. Copy the license key (file LIZENZ.TXT) into a well known directory.
2. Import the license key with the Save-Symbol



3. The content of the Clipboard is displayed:



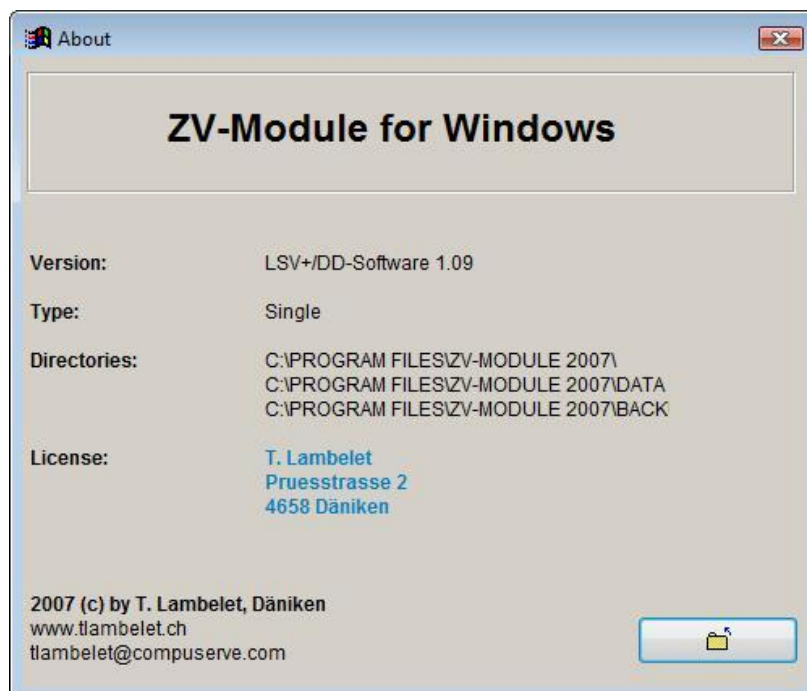
4. Import information:



The save-symbol will be deactivated after a successful import.

5. **Afterwards the program must be started again!**

6. Review the license setting by typing key F12.



Remarks	
W	You can reenter the license key by typing <Ctrl><F12>
W	The entering of a valid license key will block the entry for the payee information.
W	To modify report-settings press <Ctrl><F11>.

10. LSV Walkthrough

Initialize the application

- Add payee informations (è Files è LSV-Payee)
- Add debtors informations (è Files è LSV-Clients)

These two procedures must be done before creating LSV files.

Proceed to LSV-Creation

1. Payee must be set to billing (è Files è LSV-Payee)

LSV-Payee

RecordNo: 1

Shortname: T. Lambelet

BC / IBAN: 231 CH002310030200100

ABSID/LSVID: TEST1 TEST1

Bank site: www.ubs.ch

LSV: Paycom: ☒ Send ☐ Get

Address: T. Lambelet
Grundstrasse 19
4658 Däniken

Reference LSV: A Using ESR

ESR-ID/TNR: 100010 010001456

Currency: ☒ CHF ☐ EUR

Mode: P Production

Billing: ☒ Yes

Collecting order

Remarks	
w	Note only one LSV-Payee can be active at one time.

5. **Transmit file** (è LSV è Transmit file)

Send the LSV file over by PaycomWeb or Internet-banking.

6. **Get LSV credits** (è LSV è Transmit credits)

Download the credit file by e-banking. This file contains the LSV-clients payment information.

7. **Process credit file** (è LSV è Process credits)

Read and compare the LSV-clients payment behaviour.

8. **Printout credit protocol** (è LSV è Credit protocol)

This protocol is need for bookkeeping. It contains the payments as well as the LSV-revokes.

9. **Rework errors**

Manual work on revokes is needed. Normally you recharge the client.

11. Add LSV-Payee information

(è Files è LSV-Payee)

RecordNo: 1

Shortname: T. Lambelet

BC / IBAN: 231 CH002310030200100

ABSID/LSVID: TEST1 TEST1

Bank site: www.ubs.ch

LSV: Paycom: ☒ Send ☐ Get

Address: T. Lambelet
Grundstrasse 19
4658 Däniken

Reference LSV: A Using ESR

ESR-ID/TNR: 100010 010001456

Currency: ☒ CHF ☐ EUR

Mode: P Production

Billing: ☒ Yes

Buttons: Collecting order, Folder icon

Field	Meaning
RecordNo	Primary key This key identifies the payee and is created automatically.
Shortname	Shortname of the payee In order to locate easy the name: example: Müller AG, Aarau
BC/IBAN	Bankcode-Number and Account-Number following IBAN-Standards. (è www.sic.ch)
ABSID/LSVID	Senders and Payees-ID Usually the two IDs are the same.
Bank URL	Internet-address for payees bank in order for launching the internet-banking.
Paycom	Yes: PaycomWeb is used to transfer LSV-files No: The banks website is used to transfer LSV-Files
Address	Address Enter the address as mentioned on the LSV-Contract. Once a license key is entered, the first line cannot be edited anymore!

Field	Meaning
Reference LSV	The reference is used for assembling the credits to the LSV-positions. In the case of ESR please enter the fields below.
ESR ID / ESR TNR	Enter the ESR-Account-information given by the payees bank. ESR-ID: 4 to 9 numbers ESR-TNR: The account number follows this example: 01-3300-2 becomes 010033002
Currency	CHF or EUR. (Default CHF)
Mode	T: Test P: Production Only with Production-status a correct usage of LSV is possible.
Billing	Yes This flag is needed in order to make LSV out of this payee.

Button „Collecting Order “



The screenshot shows a window titled "LSV-Collecting order". Inside, there are several input fields. The "Bank address" section has four stacked text boxes. The "ZIP/Town" section has one text box containing "9999 AbsenderOrt". At the bottom, there is a large, mostly empty rectangular area with a small icon in the center.

This data is needed in order to prefill the form „Collecting order“ (⇨ LSV ⇨ Collecting order)

[illegible]

To add or work on clients data use the „Edit“ button.

LSV Client / Detail

LSV-Debitors / Detail

Record No: 1

Shortname: Muster, Aarau

Retrieve 1: 0001

Retrieve 2:

Address: Felix Muster
Bachstrasse 2
5000 Aarau

LSV-Payee: 1 T. Lambelet, Däniken

CN / IBAN: 200 CH03030000230303000

ESR/IPI:

Amount: 1.00

Message: Monatliche Rechnung

Billing: ☒ Yes

Navigation buttons: Previous, Previous, Next, Next

Buttons: Import, File, Export, LSV-Details, Folder

Field	Meaning
RecordNo	Primary key This key identifies the client and is generated automatically.
Shortname	Shortname of client This entry helps to retrieve the client easily. Example: Müller AG, Aarau.
Search 1	Search Expression 1 Use this field to add retrievepossibilities: example use client-no of bookkeeping program. This field can also be used for importing data using the import-interface.
Search 2	Search Expression 2 Use this field to add retrievepossibilities: example use client-no of bookkeeping program. This field can also be used for importing data using the import-interface.

Field	Meaning
Address	Clients address è as mentioned on the debit authorization contract.
LSV-Payee	LSV-Payee Define the LSV-Payee to this client.
BC/IBAN	Bankcode-Number and Account-Number following IBAN-Standards. (è www.sic.ch)
ESR / IPI	ESR : Default value : EMPTY or insert a correct 27 digits ESR-Codeline IPI: Insert the 20 digits IPI codeline. Must entry for IPI-usage.
Amount	Amount The amount takes place in the currency of the LSV payee.
Message	4 x 35 signes These messages will be visible on the clients account statement.
Billing	YES/NO Yes means charging the client by LSV. Note that also the payee must be set to billed, and the amount needs to be bigger than 0.

Remarks	
w	The first or the only record cannot be deleted

LSV-Debitors / LSV-Details (LSV-Positions)

[illegible]

Shows the LSV-positions from the customer. The field „Status“ allows to set a payment as paid. Detailed record information is found **in LSV-Positions**.

13. LSV Create file

(è LSV è create file)

LSV-Create file

Payee: 1 Lambelet

Creation date: 05.11.2006

Execution date: 09.11.2006

Message 4:

Icons: Save, Print

Field	Meaning
Payee	The payee is taken over from LSV protocol.
Creation date	Creation date A valid bank working-day must be entered.
Execution date	Execution date A valid bank working-day must be entered. Note that a periode for at least 4 working days must be granted between these two dates.
Message 4	This messageline will appear on each LSV position.

Remarks

w In the case LSV payee is still in the test-mode following messagebox will be displayed:



w During production of the file:

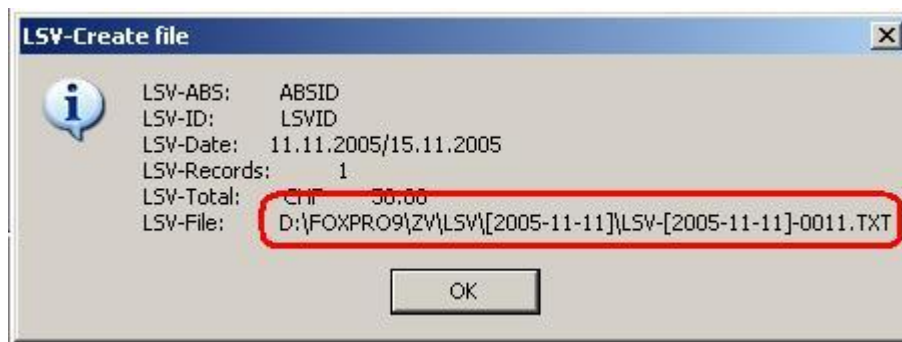
LSV-Create file

Client: Kurzadresse

Amount: 50.00

Blue bar at the bottom

W	After production:
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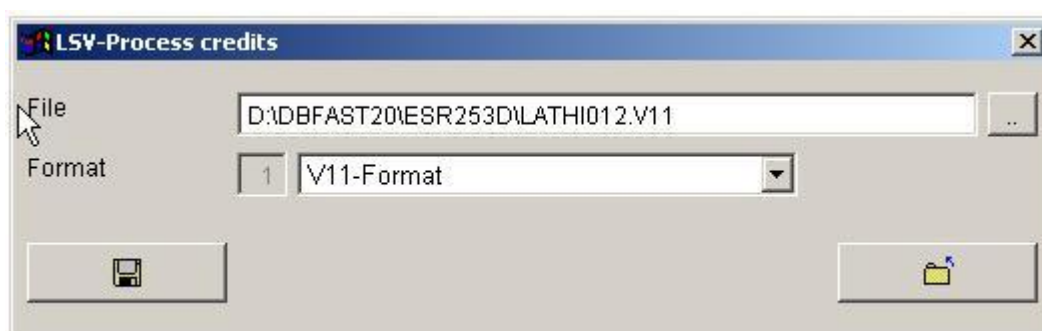


Important:

t Compare the data with the last LSV-protocol

t Before creating the LSV file do a backup (è System è Backup)

Note	
W	The LSV file will be stored in the directory \ LSV as follows: [Current date] \ LSV [current date] - [file counter] .TXT ⚠ You need this information in order to transmit the LSV file.
W	Each file record will be stored as LSV-position record.
W	The LSV-position records have the status: LSV-Done

14. LSV Processing credits**(è LSV è Process credits)**

Important: t Before processing credits do a backup
(è System è Backup)

After the processing the following message appears


**Interpretation:**


202: Credit note record
205: Cancellation record
208: Correction record


All records of the type 205 and 208 must be individually clarified. For these purpose the function will help you (è Files è LSV-Positions).

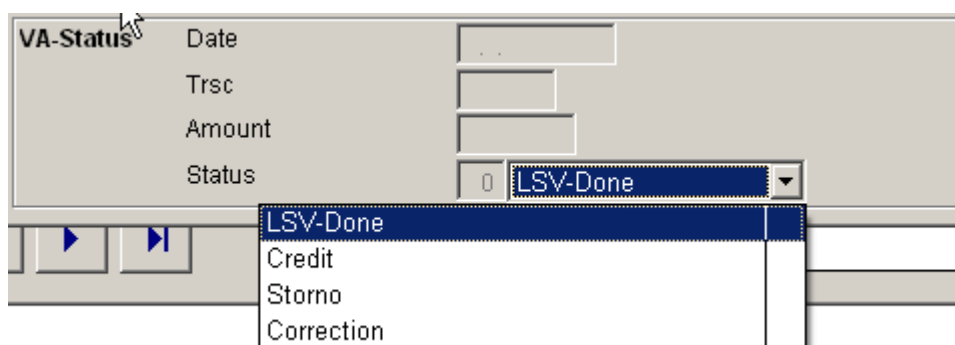
Note	
W	Print out each processing (è LSV è Credit protocol)
W	This protocol is only available up to the next processing.
W	Older lists can be done by (è Print è LSV Position list)



LSV-Positions / Detail			
PKey	Trsc	3	
Payee	Name	Lambelet Thierry	
	BC/IBAN	0548	CH60 0054 8056 8140 6100 0
	LSVID/ABSID	LAM1W	LAM1W
	ESR-No/Account	912748	010045710
Transaction	Trsc	3	
	EDate/VDate	09.06.2006	12.06.2006
	ESR-Ref	9127480000000000300000000039	
Client	Address	Meier Hans, Aarau	
	Retrieve 1	4564	
	Retrieve 2		
	BC/IBAN	8401	CH3908401016605630502
	Message 1	30.05.2006	
	Message 2		
	Message 3		
	Message 4		
	Currency/Amount	CHF	121.66
VA-Status	Date		
	Trsc		
	Amount		
	Status	0	LSV-Done





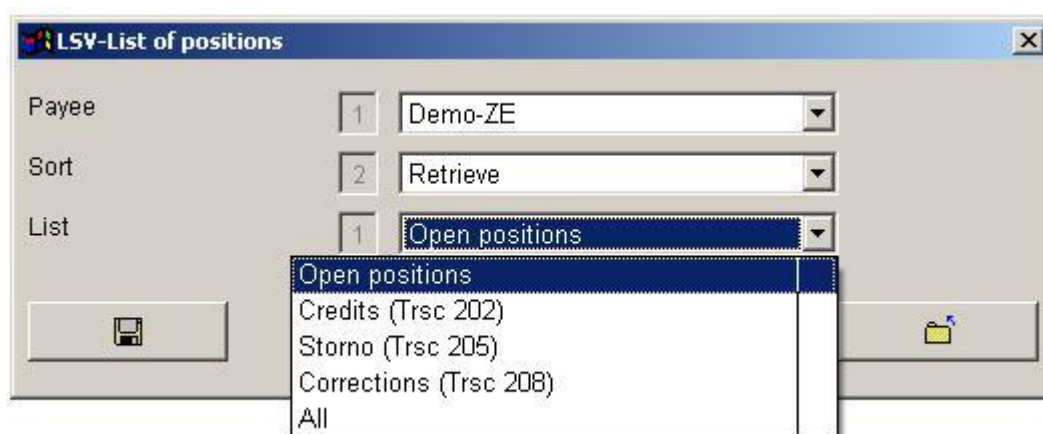




Note	
w	The VA-status shows the status of each LSV-Position
w	LSV positions cannot be deleted.
w	In the case you create a new LSV-position in order to recollect a money order, set the old position to „Storno“
w	The list function  Print  LSV Positions list helps you to easily identify the status.

LSV Positions

(è Print è LSV-Positions list)

**Note**

w	With these lists you get detailed information over the status of the LSV positions.
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20. DD Walkthrough

Initialize the application

- Add payee informations (è Files è DD-Payee)
- Add debtors informations (è Files è DD-Clients)

These two procedures must be done before creating DD files.

Proceed to DD-Creation

1. Payee must be set to billing (è Files è DD-Payee)

The screenshot shows the 'DD-Payee' application window. The title bar reads 'DD-Payee'. The window contains several input fields and buttons. On the left, the fields are: RecordNo (1), Shortname (Lambelet), ParticipantNo (999991), OrderNo (05.11.2006 and 4), Web (www.yellownet.ch), Address (Thierry Lambelet, Grundstrasse 19, 4658 Daeniken), Currency (CHF selected, EUR unselected), and Billing (Yes checked). On the right, there is a list box containing 'Lambelet'. Below the list box are three buttons: a file icon, a calendar icon with a red 'X', and a button labeled 'Collecting order' with a folder icon.

Remarks	
W	Note only one DD-Payee can be active at one time.

2. Adjust amounts and status

(è Files è DD-Clients)

[illegible]

Remarks	
W	The columns Amount and Billed can be directly edited
W	In the lower part to calculation of all amounts is done
W	With option „Change bill settings“ (⇄ DD ⇄ Change bill settings) you can change all relevant billing information on one strike.

3. Printout DD-protocol

(è DD è protocol)

This list contains all positions charged by DD.

4. Create DD file

(è DD è Create file)

This step creates a DD-file out of the payee and client information.

The file must be transmitted afterwards to calculation center of Swiss Banks.

5. **Transmit file** (è DD è Transmit file)
Send the DD file over by PaycomWeb or Internet-banking.
6. **Get DD credits** (è DD è Transmit credits)
Download the credit file by e-banking. This file contains the DD-clients payment information.
7. **Process credit file** (è DD è Process credits)
Read and compare the DD-clients payment behaviour.
8. **Printout credit protocol** (è DD è Credit protocol)
This protocol is need for bookkeeping. It contains the payments as well as the DD-revokes.
9. **Rework errors**
Manual work on revokes is needed. Normally you recharge the client.

21. Add DD-Payee information

(è Files è DD-Payee)

DD-Payee

RecordNo: 1

Shortname: Lambelet

ParticipantNo: 999991

OrderNo: 05.11.2006 4

Web: www.yellownet.ch

Address: Thierry Lambelet
 Grundstrasse 19
 4658 Daeniken

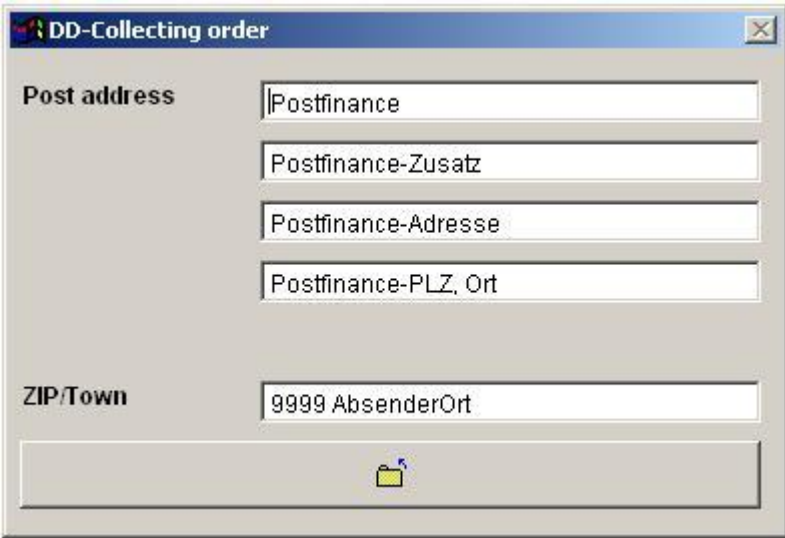
Currency: ☒ CHF ☐ EUR

Billing: ☒ Yes

Buttons: Collecting order

Field	Meaning
RecordNo	Primary key This key identifies the payee and is created automatically.
Shortname	Shortname of the payee In order to locate easy the name: example: Müller AG, Aarau
Participant	DD-ID Number as given by the contract (6 digits)
OrderNo	Date and OrderNr of DD (automatic entries)
Web	Weblink to yellownet: www.yellownet.ch
Address	Address Enter the address as mentioned on the DD-Contract. Once a license key is entered, the first line cannot be edited anymore! 1.line: Name 2.line: Details to address 3.line: address 4.line: citycode /city
Currency	CHF or EUR. (Default CHF)
Billing	Yes This flag is needed in order to make DD out of this payee.

Button „Collecting Order “



The screenshot shows a Windows-style dialog box titled "DD-Collecting order". It has a standard Windows title bar with a close button. The dialog contains two main sections. The first section, labeled "Post address", has four stacked text input fields containing the text "Postfinance", "Postfinance-Zusatz", "Postfinance-Adresse", and "Postfinance-PLZ, Ort". The second section, labeled "ZIP/Town", has a single text input field containing "9999 AbsenderOrt". At the bottom of the dialog, there is a wide button with a yellow folder icon and a blue arrow pointing to it.

This data is needed in order to prefill the form „Collecting order“ (è DD è Collecting order)

DD Client / Detail

The screenshot shows a software window titled "DD-Debitors / Detail". It contains several input fields and buttons. On the left, there are labels for "Record No", "Shortname", "Retrieve 1", "Retrieve 2", "Address", "DD-Payee", "Account", "Amount", "Message", "ESR ID", and "Billing". The corresponding values are: Record No: 5, Shortname: Müller Hans AG, Aarau, Retrieve 1: 2323, Retrieve 2: (empty), Address: Hans Müller AG, Bahnhofstrasse 11, (empty), 5000, Aarau, DD-Payee: 1, Lambelet, Account: 010033002, Amount: 200.00, Message: Bezüge Nov 09, (empty), (empty), (empty), ESR ID: (empty), Billing: ☒ Yes. On the right, there are navigation buttons (back, forward, etc.), a "Client" button, a "DD-Details" button, and a button with a folder icon.

Field	Meaning
RecordNo	Primary key This key identifies the client and is generated automatically.
Shortname	Shortname of client This entry helps to retrieve the client easily. Example: Müller AG, Aarau.
Search 1	Search Expression 1 Use this field to add retrievepossibilities: example use client-no of bookkeeping program. This field can also be used for importing data using the import-interface.
Search 2	Search Expression 2 Use this field to add retrievepossibilities: example use client-no of bookkeeping program. This field can also be used for importing data using the import-interface.

Field	Meaning
Address	Clients address € as mentioned on the debit authorization contract.
DD-Payee	DD-Payee Define the DD-Payee to this client.
Account	Account-Number (9 digits) Example: 01-3300-2 gets: 010033002
Amount	Amount The amount takes place in the currency of the DD payee.
Message	4 x 35 signes These messages will be visible on the clients account statement.
ESR-ID	27 digits Reference number using DD ESR Type 2 for processing payments.
Billing	YES/NO Yes means charging the client by DD. Note that also the payee must be set to billed, and the amount needs to be bigger than 0.

Remarks	
w	The first or the only record cannot be deleted

DD-Debitors / DD-Details (DD-Positions)

[illegible]

Shows the LSV-positions from the customer. The field „Status“ allows to set a payment as paid. Detailed record information is found **è DD-Positions**.

13. DD Create file

(è DD è create file)

Debit Direct - Create file

Payee: 1 Suchname DD-ZE

Creation date: 19.02.2006

Execution date: 22.02.2006

Message 4:

Order: 3

Buttons: [Save] [Open]

Field	Meaning
Payee	The payee is taken over from DD protocol.
Creation date	Creation date A valid bank working-day must be entered.
Execution date	Execution date A valid bank working-day must be entered. Note that a periode for at least 3 working days must be granted between these two dates.
Message 4	This messageline will appear on each DD position.
Order	DD-File number per day. This number shall only used once a day.

Remarks

w In the case DD payee is still in the test-mode following messagebox will be displayed:

w During production of the file:

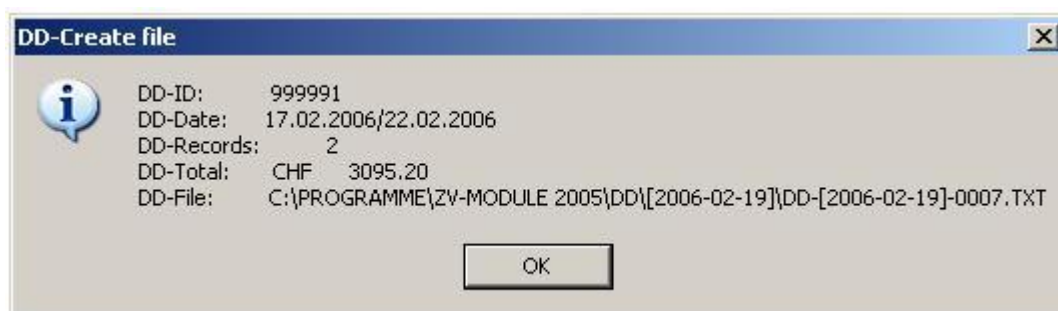
DD-Create file

Client: Kaufmann AG

Amount: 2994.65

[Large blue rectangular area]

w	After production:
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Important:

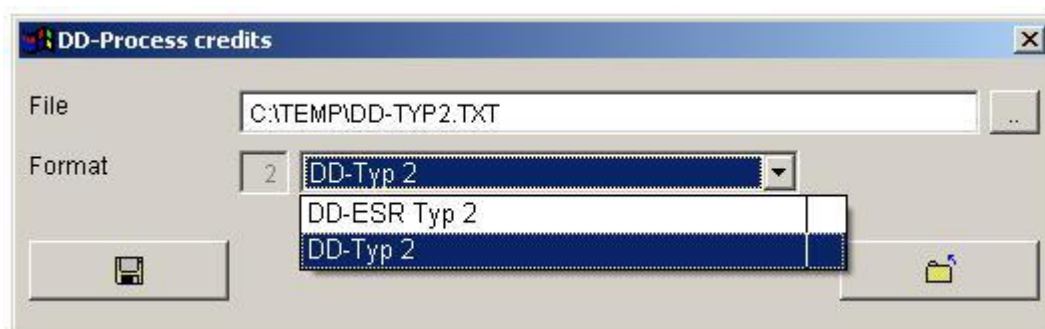
t Compare the data with the last DD-protocol

t Before creating the DD file do a backup (è System è Backup)

Note	
w	<p>The DD file will be stored in the directory \ DD as follows:</p> <p>[Current date] \ DD [current date] - [file counter] .TXT</p> <p>⚠ You need this information in order to transmit the DD file.</p>
w	Each file record will be stored as DD-position record.
w	The DD-position records have the status: DD-Done

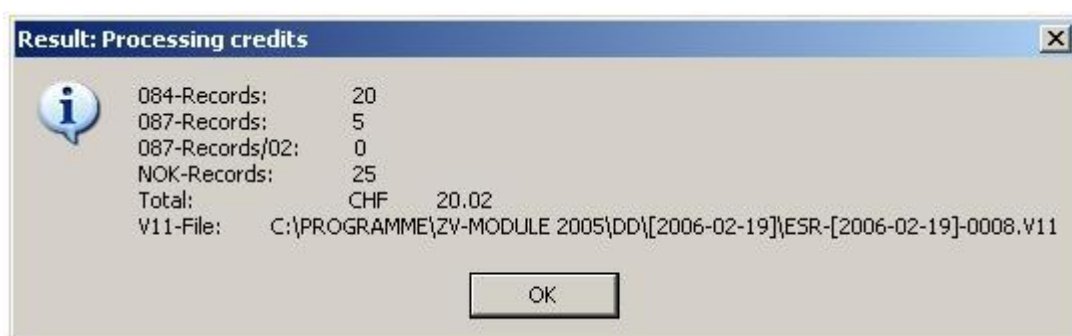
24. DD Processing credits

(è DD è Process credits)



Important: **t Before processing credits do a backup**
 (è System è Backup)

After the processing the following message appears



Interpretation:

084: Credit note record
087: Cancellation record
087/02: Correction record

All records of the type 087 and 087/02 must be individually clarified. For these purpose the function will help you (è Files è DD-Positions).



Note	
W	Print out each processing (è DD è Credit protocol)
W	This protocol is only available up to the next processing.
W	Older lists can be done by (è Print è DD Position list)

DD-Positions / Detail			
PKey	Trsc	<input type="text" value="5"/>	
Payee	Name	<input type="text" value="Lambelet"/>	
	DD-ID	<input type="text" value="999991"/>	
Transaction	Trsc	<input type="text" value="5"/>	
	EDate/VDate	<input type="text" value="03.11.2006"/>	<input type="text" value="08.11.2006"/>
	ESR-Ref	<input type="text" value="000000000000000005000000000445"/>	
Client	Address	<input type="text" value="Müller Hans AG, Aarau"/>	
	Retrieve 1	<input type="text" value="2323"/>	
	Retrieve 2	<input type="text"/>	
	Account	<input type="text" value="010033002"/>	
	Message 1	<input type="text" value="BEZUEGE NOV 09"/>	
	Message 2	<input type="text"/>	
	Message 3	<input type="text"/>	
	Message 4	<input type="text"/>	
	Currency/Amount	<input type="text" value="CHF"/>	<input type="text" value="200.00"/>
VA-Status	Date	<input type="text"/>	
	Trsc	<input type="text"/>	
	Amount	<input type="text"/>	
	Status	<input type="text" value="0"/>	<input type="text" value="DD-Done"/>

VA-Status	Date	Trsc	Amount	Status
				0 DD-Done

DD-Done
 Credit
 Storno
 Correction

▶ ▶▶ 🖨️ 🚚

Note	
W	The VA-status shows the status of each DD-Position
W	DD positions cannot be deleted.
W	In the case you create a new DD-position in order to recollect a money order, set the old position to „Storno“
W	The list function  Print  DD Positions list helps you to easily identify the status.

DD Positions

(è Print è DD-Positions list)

DD-List of positions

Payee 1 Suchname DD-ZE

Sort 2 Retrieve

List 1 Open positions

- Open positions
- Credits (Trsc 084)
- Transaction (Trsc 087)
- Transaction (Trsc 087/02)
- All

Note

w With these lists you get detailed information over the status of the DD positions.

101. Data import / data export

(è Files è Import)

The 'Import data' dialog box has the following settings:

- File:** 1 LSV-Clients
- Format:** 1 Excel-V 5.0 & above
- Source:** (empty text box)
- Mode:** 1 Add to existing LSV-clients
- Header:** ☐ Yes
- Fields:** 0 All fields

Field	Meaning
Files	LSV Clients Only client-information can be imported
Format	Text CSV Excel, version 5.0 and higher XML, version 1.1
Source	<Source name> The data source must fit above format statement.
Mode	Define the mode how data shall be imported.
Header	YES/NO The first imported line is ignored. This contains the header.
Fields	All fields: Import complete table structure Key fields only: File contains <Key Field>, <Amount> Note this feature is only active when selecting a replication method within the mode.

Import modes:

The 'Import modes' dropdown menu shows the following options:

- Replication by field Retrieve 1 (selected)
- Add to existing LSV-clients
- Erase existing LSV-clients
- Replication by field PKey
- Replication by field Retrieve 1
- Replication by field Retrieve 2

Important:

t Before importing data do a backup (è System è Backup)

Data export

(è Files è Export)



Field	Meaning
File	LSV Clients LSV Positions ESR Positions (LSV credits)
Format	Text CSV Excel, version 5.0 and more highly XML, version 1.1
Source	<Source name> The data source must fit the above format.

102. Data reorganisation (è System è Reorganisation)

Note	
W	Run the data-reorganisation regularly.
W	The data-reorganisation recalculates all primary keys.
W	With <Ctrl><F12> under => File => Settings you can rebuild all file structures. Existing data will be taken over.

103. Backup

(è System è Backup)

Start backup:

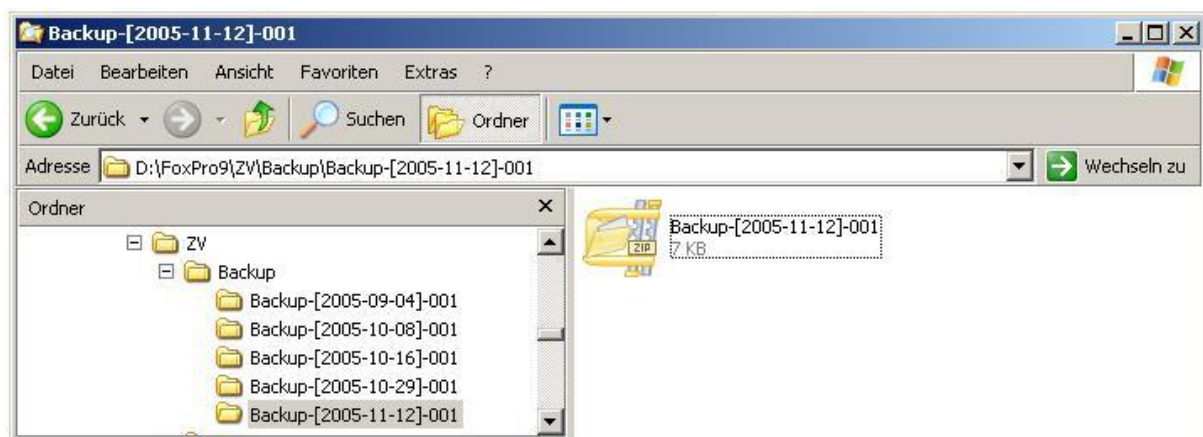


After the backup:

**Note**

W The backup zippes all data.

W All backups are only done locally. You have to use another backup-system in order to save the data.

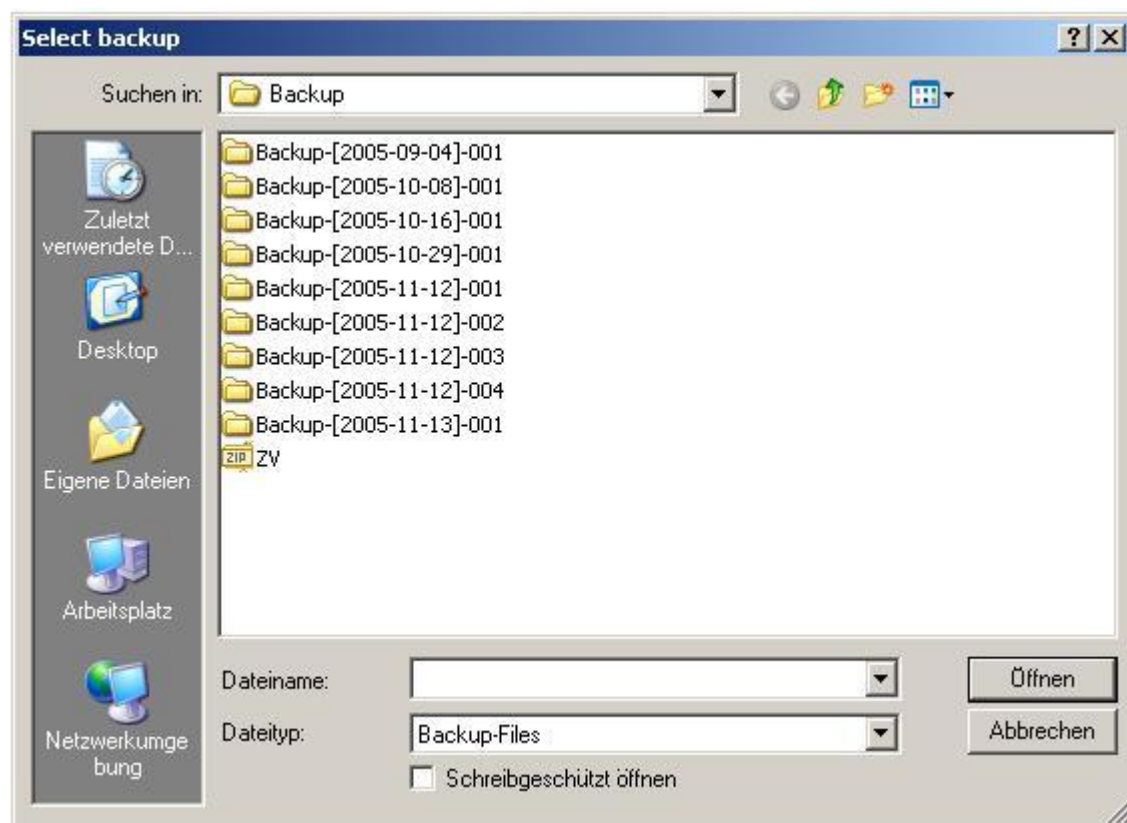


Restore a backup:

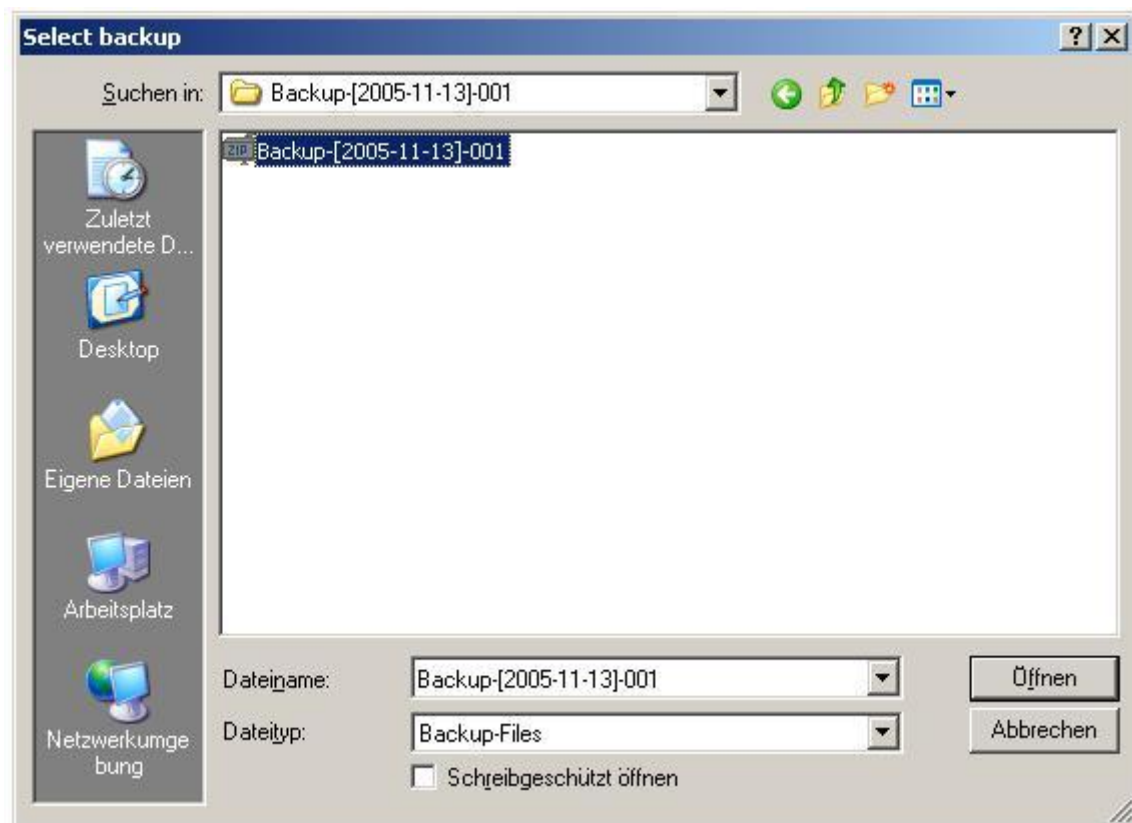
(è System è Restore)



Select a backup directory to restore:




Select a backup-file:



Note

w After a restore a data reorganisation will be launched automatically.

w The backup-directory can be changed by  Settings (Enhanced mode with <Ctrl><F11>):

Backup

This allows to write the backup-files to a central directory (as on a server) that will backup by a central backupservice.

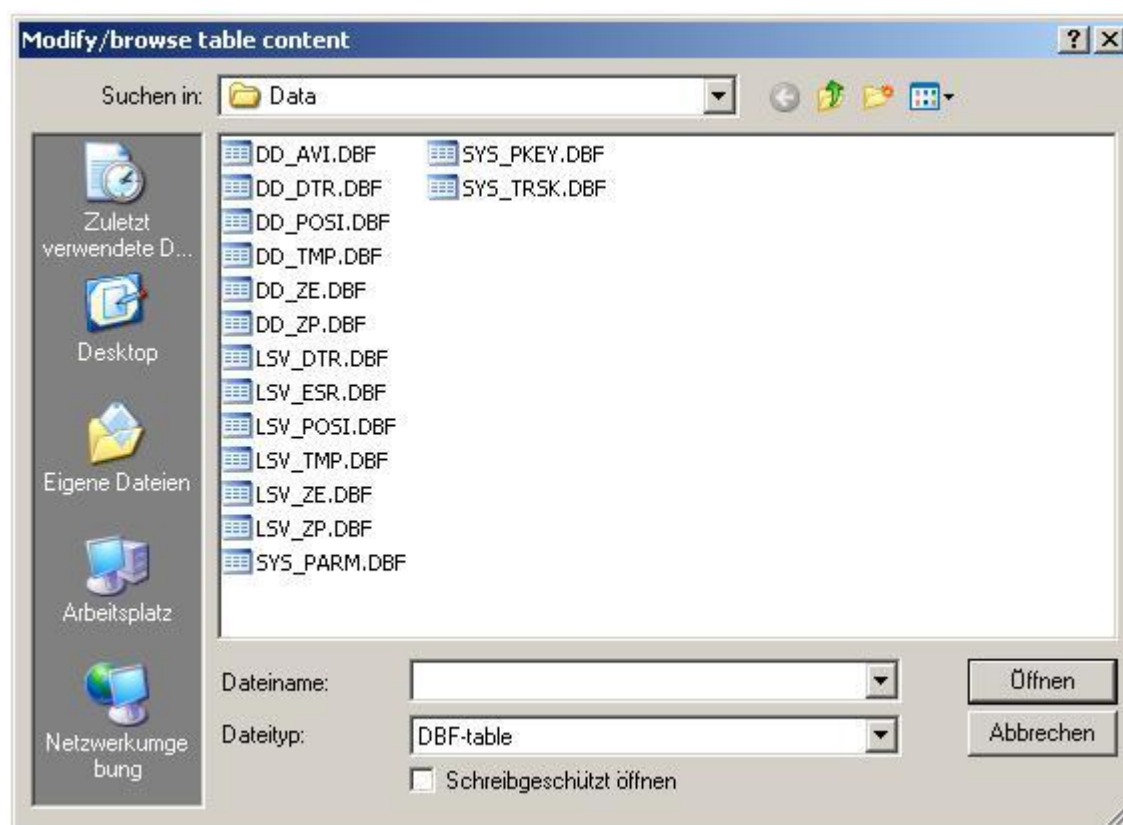
104. Edit tables

(è System è Edit tables)

You can directly access all tables with this option:



Select the appropriate file:



105. Change bill settings

(è LSV / DD è Change bill settings)

LSV / Changing bill settings

Domain 1 All records

-> Retrieve 1

-> Retrieve 2

Messages 1 Modify messages according entries

-> Message 1

-> Message 2

-> Message 3

-> Message 4

Amount 1 Modify amounts according entries

-> Amount new: 0.00

Options 1 Modify billing-settings accordingly

Save

With this option you can change all relevant billing information on one strike.

Example 1: - Set all clients to not-billing

LSV / Changing bill settings

Domain 1 All records

-> Retrieve 1

-> Retrieve 2

Messages 1 Modify messages according entries

-> Message 1

-> Message 2

-> Message 3

-> Message 4

Amount 1 Modify amounts according entries

-> Amount new: 0.00

Options 2 Erase all billing-settings

Save

- Example 2:
- Modify all records having Retrieve 1 equals „Suche1“
 - Change all textes
 - Set all amounts to 50.00
-

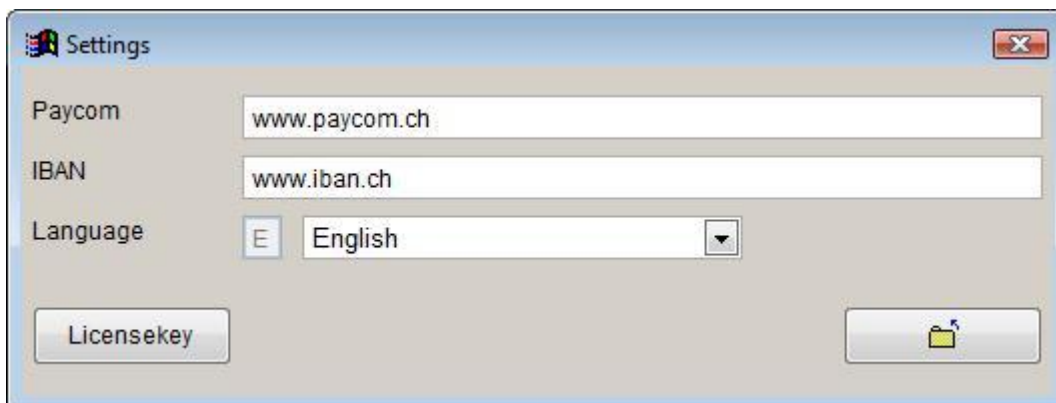
The screenshot shows a Windows-style dialog box titled "LSV / Changing bill settings". It contains several sections for configuring bill settings:

- Domain:** A dropdown menu set to "1" with "All records" selected.
- Retrieve:** Two input fields. "Retrieve 1" contains "Suche1" and "Retrieve 2" is empty.
- Messages:** A dropdown menu set to "1" with "Modify messages according entries" selected. Below it are four input fields for messages 1 through 4, each containing "Set new text message X".
- Amount:** A dropdown menu set to "1" with "Modify amounts according entries" selected. Below it is an input field for "Amount new:" containing "50.00".
- Options:** A dropdown menu set to "1" with "Modify billing-settings accordingly" selected.

On the right side of the dialog, there are two buttons: a "Save" button (floppy disk icon) at the top and an "Apply" button (hand cursor icon) at the bottom.

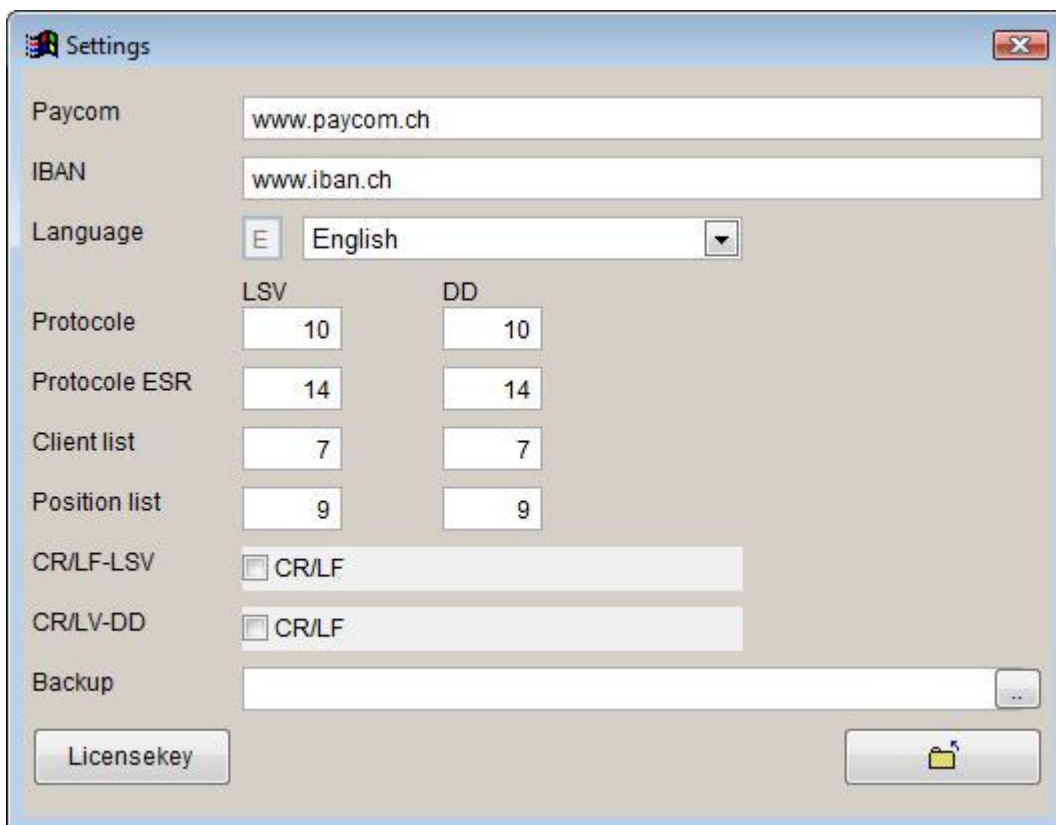
106. Report settings**(è Files è Settings)**

By pressing keys <Ctrl><F11> you can modify the number of detailrecords used on all reports.



The screenshot shows a window titled "Settings" with a standard Windows XP-style title bar. Inside, there are three main configuration fields: "Paycom" with the value "www.paycom.ch", "IBAN" with the value "www.iban.ch", and "Language" with a dropdown menu set to "English" (indicated by a small 'E' in a box). At the bottom left is a button labeled "Licensekey", and at the bottom right is a button with a folder icon and a refresh symbol.

By pressing **<Ctrl><F11>**



This screenshot shows the same "Settings" window but with additional report-related settings visible below the language dropdown. These settings are organized into two columns: "LSV" and "DD".

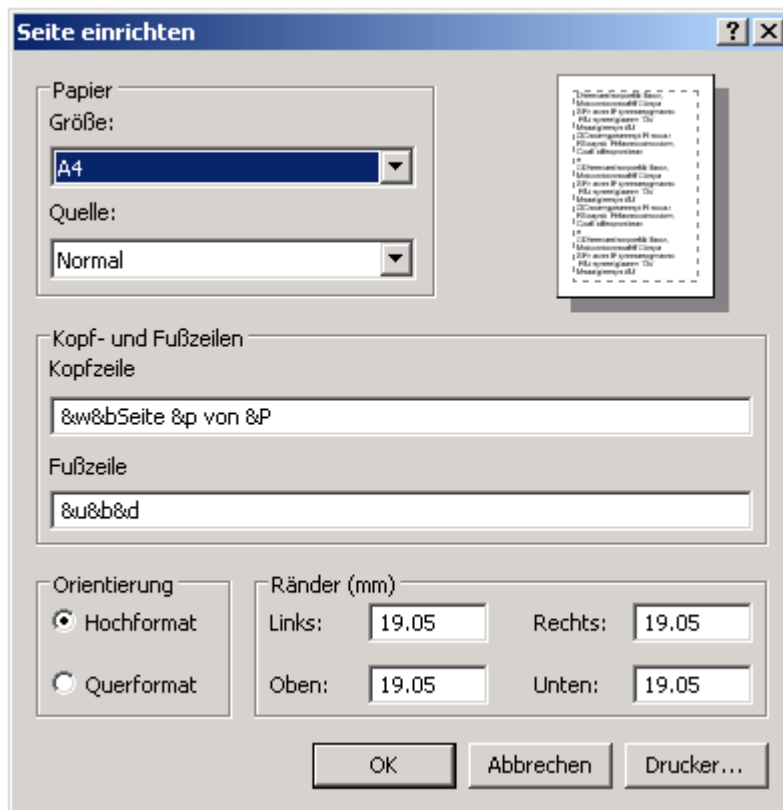
	LSV	DD
Protocole	10	10
Protocole ESR	14	14
Client list	7	7
Position list	9	9

Below the table, there are two checkboxes, each followed by a text field containing "CR/LF":

- ☐ CR/LF-LSV
- ☐ CR/LV-DD

At the bottom, there is a "Backup" label followed by an empty text field and a browse button (three dots). The "Licensekey" button and the folder/refresh button remain at the bottom.

Modify your browser printer-settings (-> File -> Printer settings)



You can modify the following settings :

- Page headers and footers (by clearing the entries)
- Page size by modifying the numbers.

107. Edit transactions

(è System è Edit transactions)

With this option you can delete a transaction with all its underlying positions:

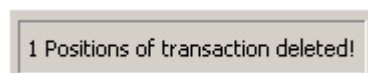
[illegible]

Procedure:

1. Select the desired transaction
2. Click on the delete-button



Afterwards following message will appear:



Warning

W	Before working on this option, please do a backup. Once a transaction with its positions is deleted bank payments cannot be recognized properly!
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