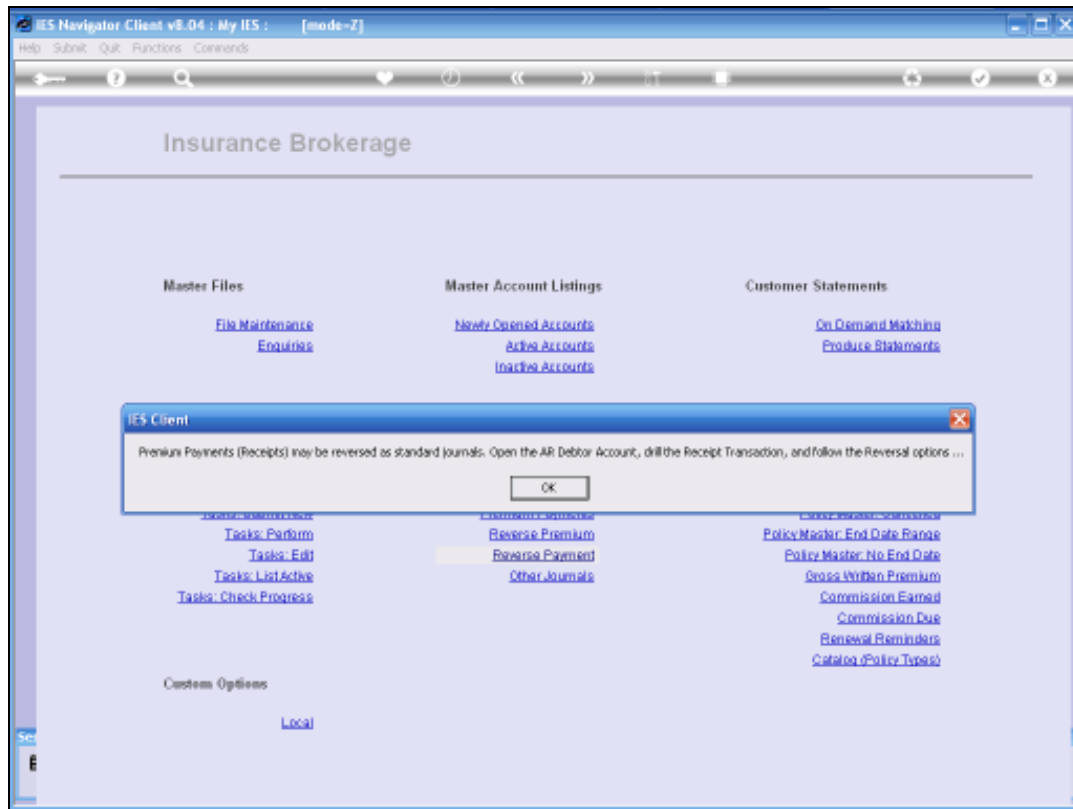


Slide 1

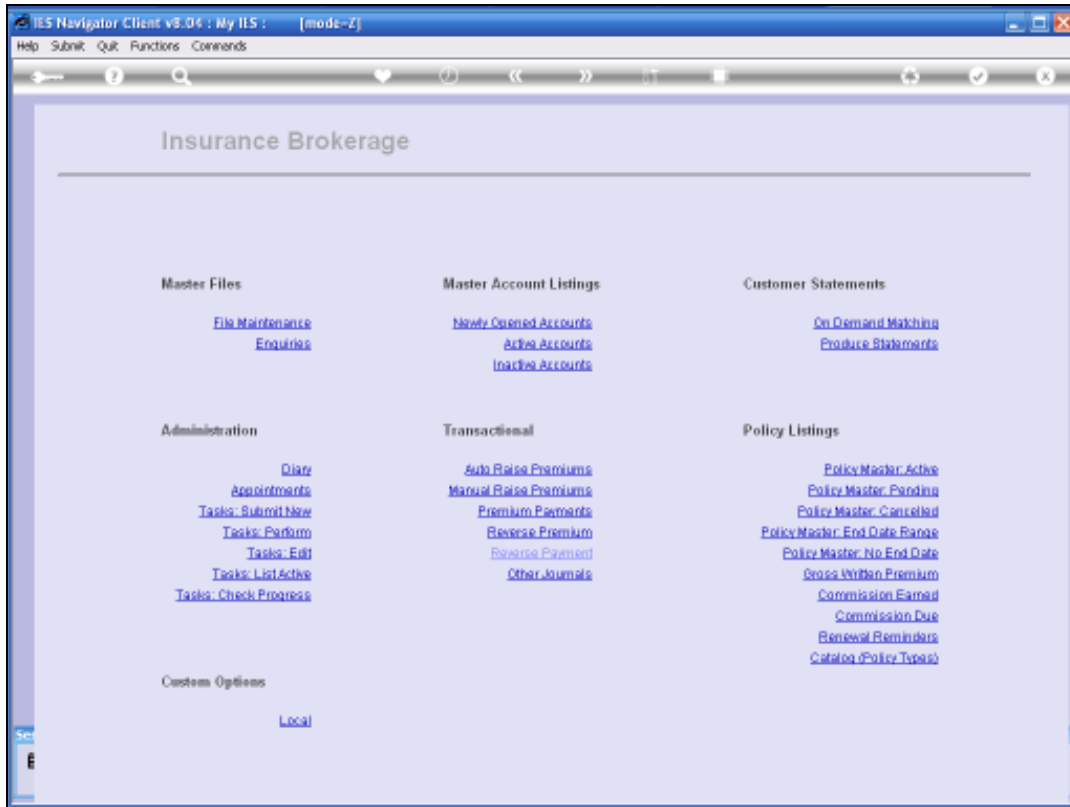
In this session we are looking at how to "Reverse" a Payment i.e. a Premium Collection.



Slide 2

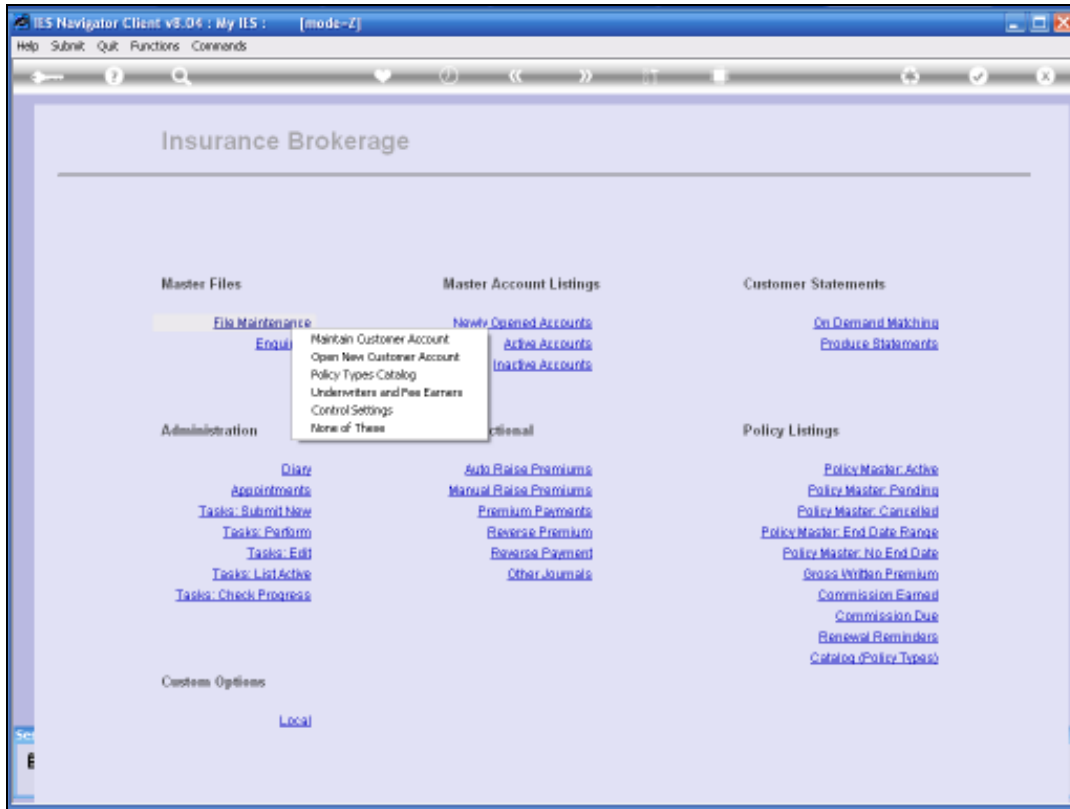
If we choose this option from the Menu, the System merely indicates that we can "Reverse" a Payment as a Standard Journal in the Standard way that we normally Reverse Journals.

That is if we have Access on our Profile to perform such Reversals.

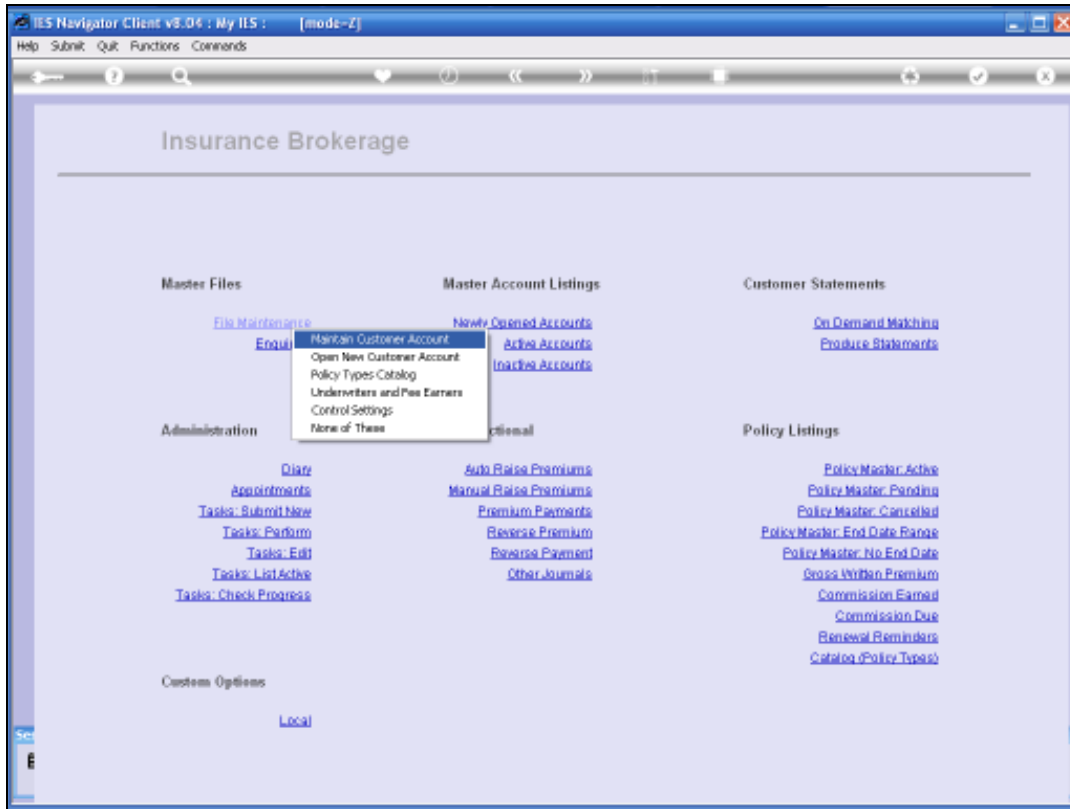


Slide 3

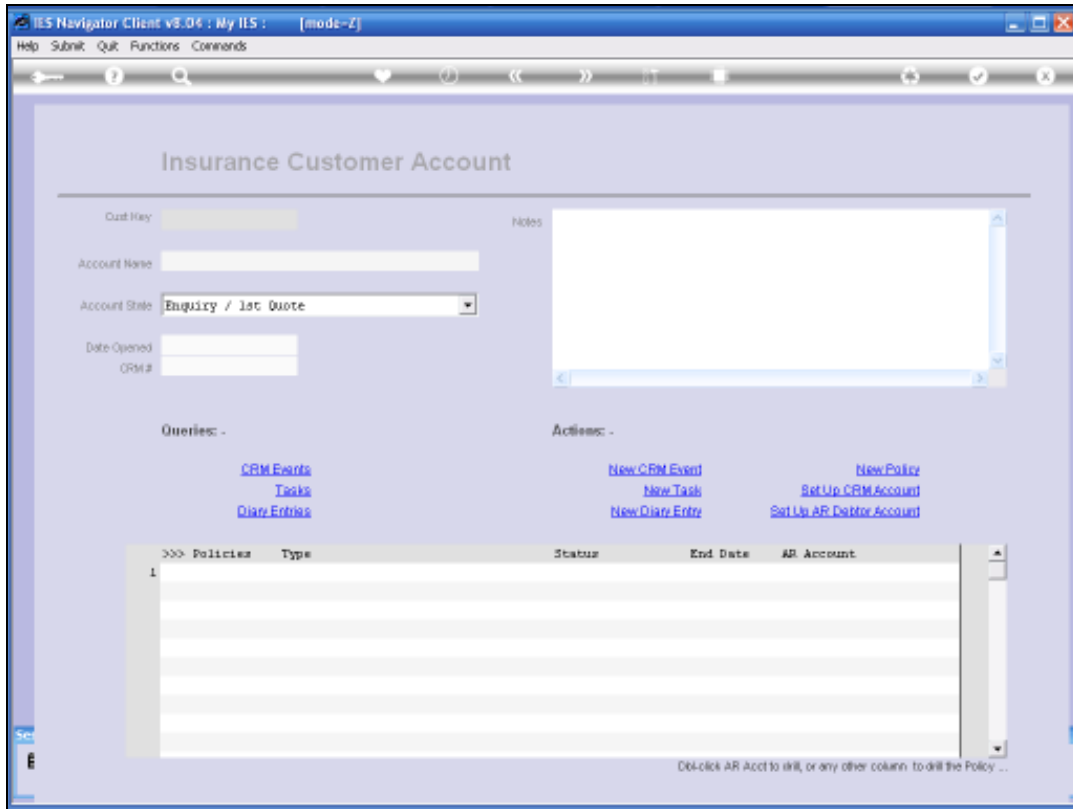
In fact we can open the Customer Debtor Account. We can also just open the Insurance Account. Go to the Policy. Drill the Payment and Reverse from there.



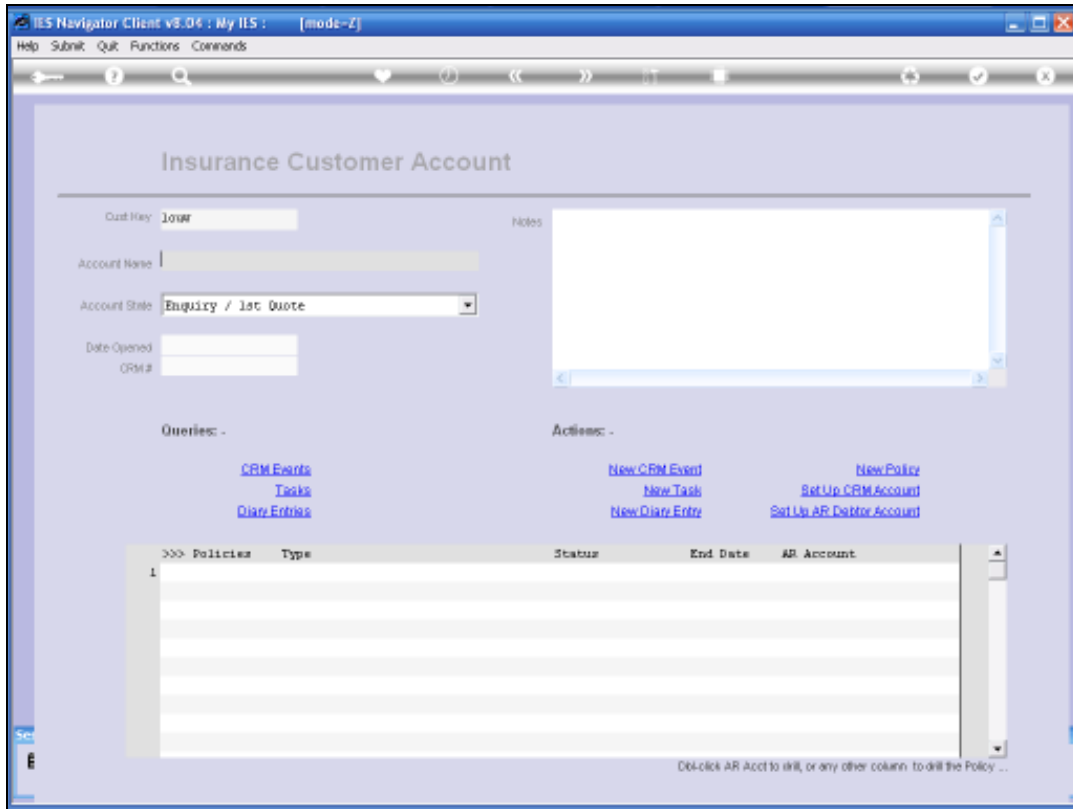
Slide 4



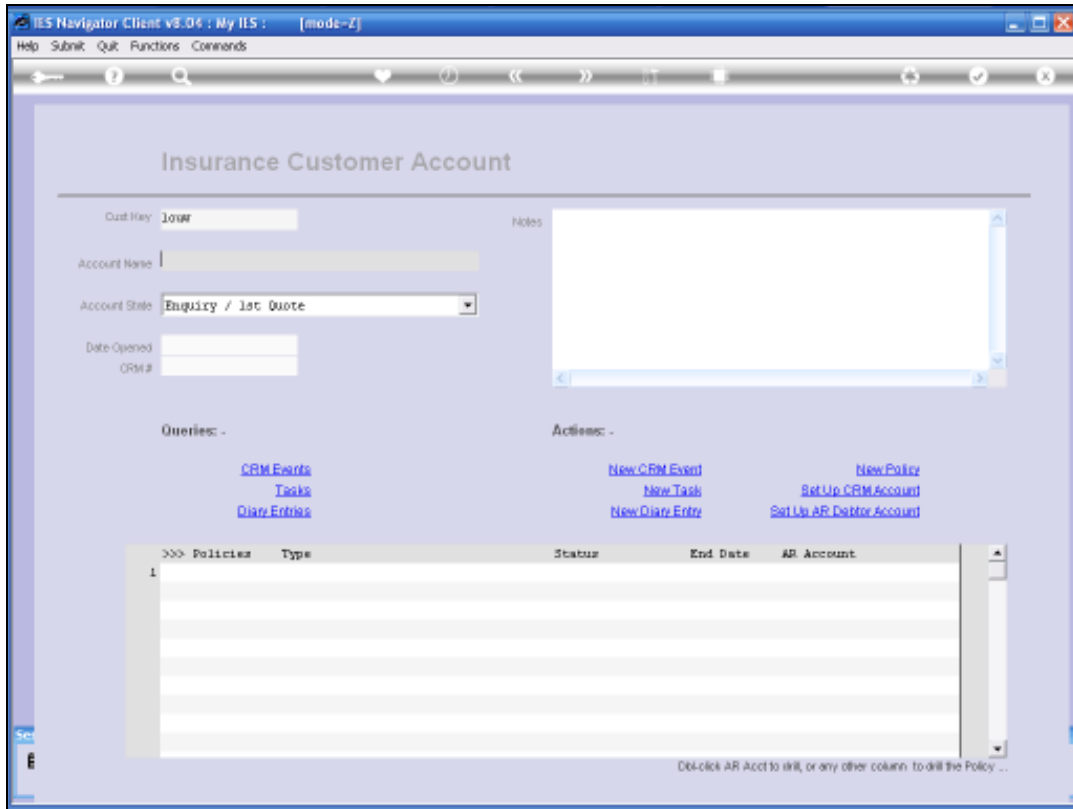
Slide 5



Slide 6

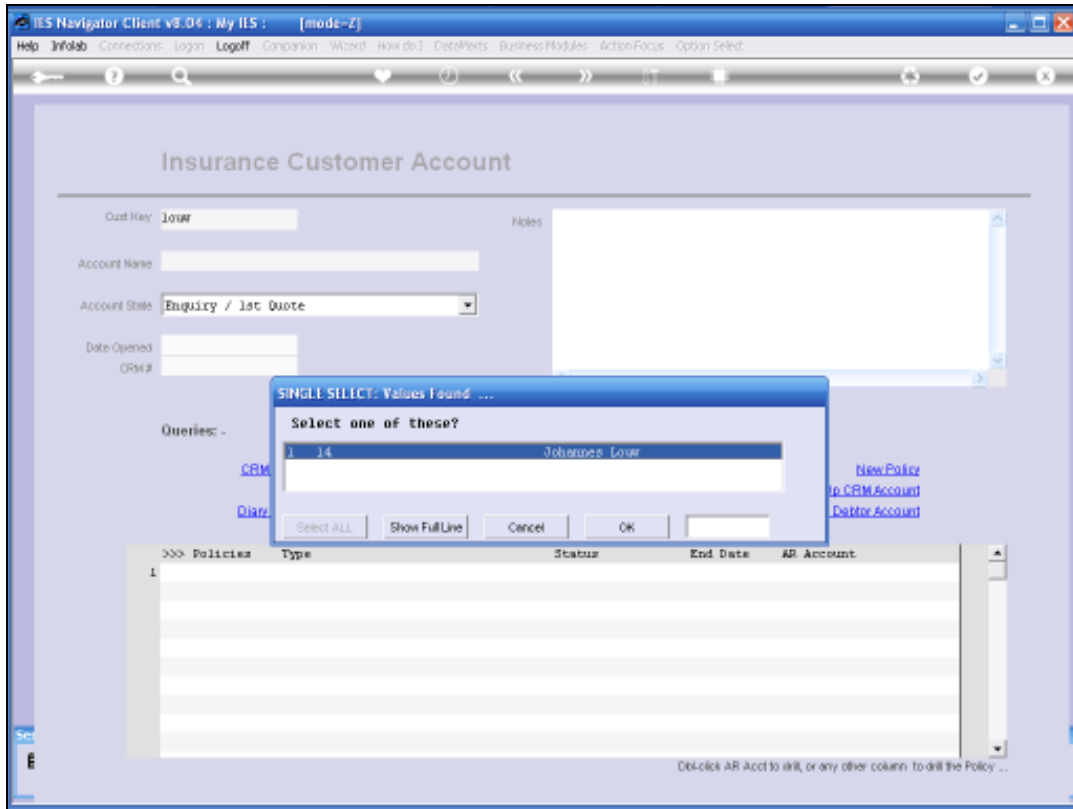


Slide 7



Slide 8





Slide 9

OutKey: 14

Account Name: Johnnes Lou

Account State: Active

Date Opened: 21/11/2007

ORN#: 09463

Notes:

Queries:

- [CRM Events](#)
- [Tasks](#)
- [Diary Entries](#)

Actions:

- [New CRM Event](#)
- [New Task](#)
- [New Policy](#)
- [Set Up CRM Account](#)
- [Set Up AR Desktop Account](#)

>>> Policies	Type	Status	End Date	AR Account
1 20	D1 Household	Active	30/11/2008	D00021
2 21	D2 Car	Active	30/11/2008	D00021
3 22	D3 Boat	Active	30/11/2008	D00021

DB-click AR Acct to drill, or any other column to drill the Policy ...

Slide 10

IES Navigator Client v8.04 : My IIS : [mode-Z]

Help Submit Quit Functions Commands

### Insurance Policy Master

[AR Debtor Account](#) [New Claim Entry](#)  
[Revenue](#) [New Task](#)

Policy Number: **45678**

Insurance Account: 14 Johannes Lewer

AR Debtor Account: D00021 Johannes Iouf

Currency: LOCAL R

Policy Type: 01 Household

Start Date: 01/11/2007

End Date: 30/11/2008

Renewal Date: 01/11/2008

Status: Active

Insurer: 0013: 1st National

Gross Fee: 2,400.00

Fee Earner: D006: Klaus Donshoe

Commission %: 10.00

Commission Basis: Net

Premium (Gross Inc): 200.00

Fee Interval: 1: Monthly

Fee Day: 1

Notes:

>>> Payments Received			
	Date	Period	
1	200.00	26/11/2007	82 [Nov 2007]

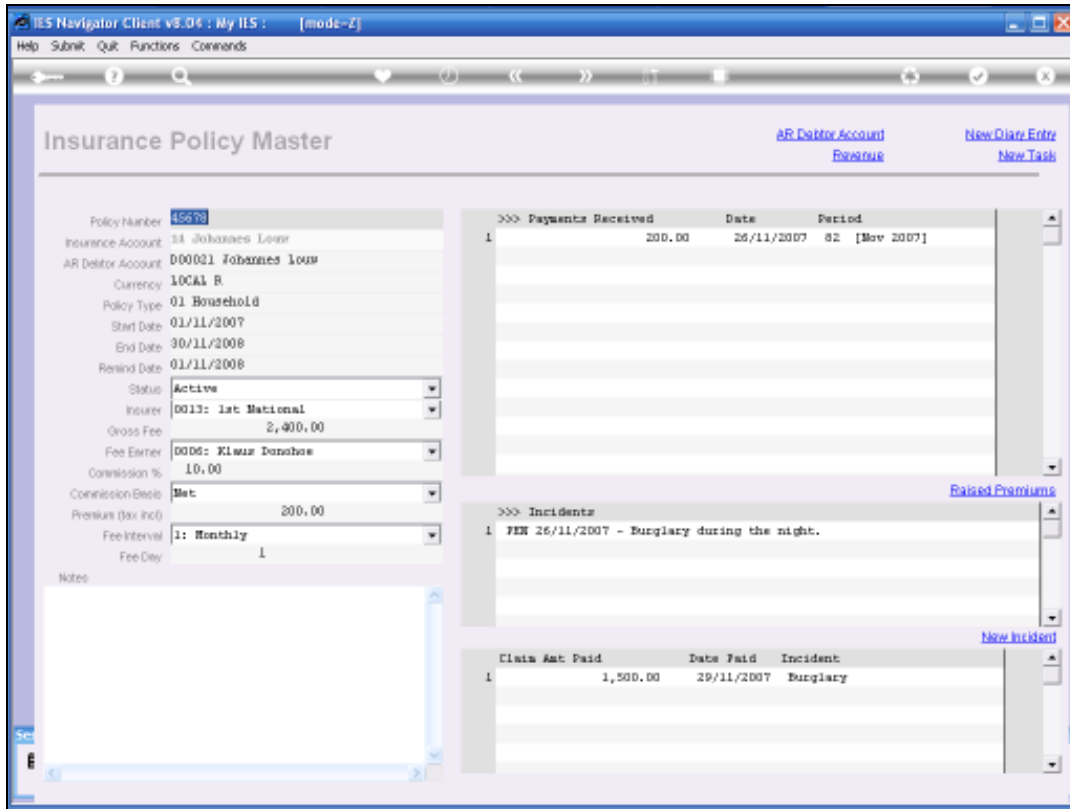
[Raised Premiums](#)

>>> Incidents	
1	PER 26/11/2007 - Burglary during the night.

[New Incident](#)

Claim Amt Paid	Date Paid	Incident
1	1,500.00	29/11/2007 Burglary

Slide 11



Slide 12

So here we have a Payment. If we drill into it, it will take us to the Transaction Level.

IES Navigator Client v8.04 : My IIS : [mode-Z]

Help Submit Quit Functions Commands

1 Values 2 Detail

Transaction Description  
45678 1st National

System Key 1457536822A

**FINANCIALS**

Ordered	0.00
Committed	0.00
Actual	200.00
Trust	0.00
Invest	0.00
Memo	0.00

**FOREX**

Ordered	0.00
Committed	0.00
Actual	0.00
Forex Rate	
Currency	

**PHYSICALS**

Ord Qty	0.00
Con Qty	0.00
Act Qty	0.00
Trust Qty	0.00
Invest Qty	0.00

**Accounting View**

	Actual
100-00-0040 Ins Provision	200.00
100-00-015 BANK : PRIVATE LEDGERS	200.00
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-20.00
-AP C00019 Klaus Donohoe	
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-180.00
-AP C00017 1st National Insurance	
100-00-035 DEBTORS CONTROL (1) : PRIVATE LEDGER	-200.00
-AR D00021 Johannes Louw	
	0.00

**Further Transaction Drills**

>>> Links	Debit	Amount	Credit
1 1457536821A	100-00-0040 Ins Provision	180.00	C00017 1st National Insurance
2 1457536822	100-00-0040 Ins Provision	20.00	C00019 Klaus Donohoe
3 1457536822A	100-00-015 BANK : PRIVATE LEDGERS	200.00	D00021 Johannes Louw

Stack the Transaction Key from here, for later retrieval ...

[Change View](#)

[Tab View](#)

[AP Match Drill](#)

[AR Match Drill](#)

[Go To Reversals](#)

Sec

Del Del

Slide 13

The screenshot displays the IES Navigator Client interface. The window title is 'IES Navigator Client v8.04 : My IIS : [mode-Z]'. The main content area is titled 'TRANSACTION VIEW' and shows details for transaction '45678 1st National' with System Key '1457536822A'. On the left, there are sections for 'FINANCIALS', 'FOREX', and 'PHYSICALS', each with a table of values. The 'Accounting View' section shows a list of ledger entries with their respective amounts. At the bottom, a 'Further Transaction Drills' table lists three items with their links, debit/credit amounts, and descriptions.

**FINANCIALS**

Ordered	0.00
Committed	0.00
Actual	200.00
Trust	0.00
Invest	0.00
Memo	0.00

**FOREX**

Ordered	0.00
Committed	0.00
Actual	0.00
Forex Rate	
Currency	

**PHYSICALS**

Ord Qty	0.00
Con Qty	0.00
Act Qty	0.00
Trust Qty	0.00
Invest Qty	0.00

**Transaction Description**  
45678 1st National

**Accounting View**

	Actual
100-00-0040 Ins Provision	200.00
100-00-015 BANK : PRIVATE LEDGERS	200.00
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-20.00
-AP C00019 Klaus Donohoe	
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-180.00
-AP C00017 1st National Insurance	
100-00-035 DEBTORS CONTROL (1) : PRIVATE LEDGER	-200.00
-AR D00021 Johannes Louw	
	0.00

**Further Transaction Drills**

>>> Links	Debit	Amount	Credit
1 1457536821A	100-00-0040 Ins Provision	180.00	C00017 1st National Insurance
2 1457536822	100-00-0040 Ins Provision	20.00	C00019 Klaus Donohoe
3 1457536822A	100-00-015 BANK : PRIVATE LEDGERS	200.00	D00021 Johannes Louw

Slide 14

On the Transaction Level we have the Reversal Option.

IES Navigator Client v8.04 : My IIS : [mode-Z]

Help Submit Quit Functions Commands

1 Values 2 Detail

SystemKey 145736822A

**Standard Reversals -**

**FINANCIALS**

Ordered	0.00
Committed	0.00
Actual	200.00
Trust	0.00
Invest	0.00
Memo	0.00

**FOREX**

Ordered	0.00
Committed	0.00
Actual	0.00
Forex Rate	
Currency	

**PHYSICALS**

Ord Qty	0.00
Com Qty	0.00
Act Qty	0.00
Trust Qty	0.00
Invest Qty	0.00

**Transaction Description**  
45678 1st National

**Accounting View**

	Actual
100-00-0040 Ins Provision	200.00
100-00-015 BANK : PRIVATE LEDGERS	200.00
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-20.00
-AP C00019 Klaus Donohoe	
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-180.00
-AP C00017 1st National Insurance	
100-00-035 DEBTORS CONTROL (1) : PRIVATE LEDGER	-200.00
-AR D00021 Johannes Louw	
	0.00

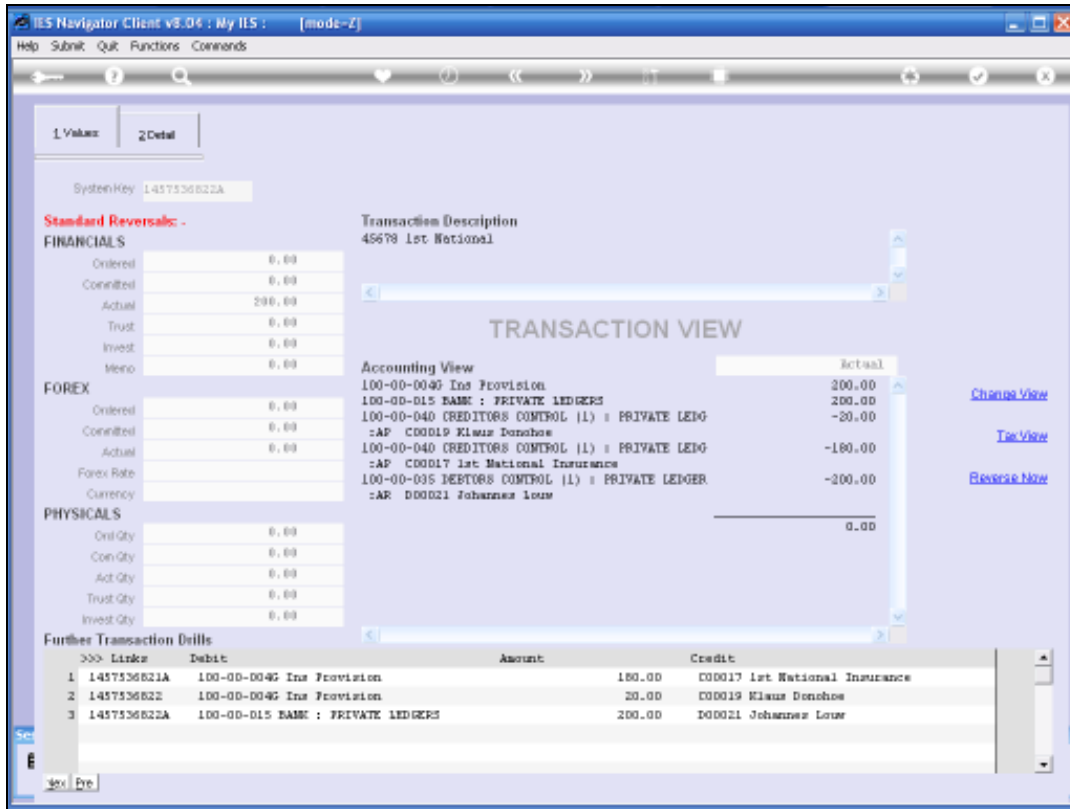
[Change View](#)  
[Tab View](#)  
[Reverse Now](#)

**Further Transaction Drills**

>>> Links	Debit	Amount	Credit
1 145736821A	100-00-0040 Ins Provision	180.00	C00017 1st National Insurance
2 145736822	100-00-0040 Ins Provision	20.00	C00019 Klaus Donohoe
3 145736822A	100-00-015 BANK : PRIVATE LEDGERS	200.00	D00021 Johannes Louw

Esc Del

Slide 15



Slide 16

Here of course (Profile Permitting) we can choose the "Reverse Now" Option. We are not going to do that now. From here it is standard straight forward the way that we Reverse Standard Journals.



IES Navigator Client v8.04 : My IIS : [mode-Z]

Help Submit Quit Functions Commands

1 Values 2 Detail

SystemKey 145736822A

**Standard Reversals -**

**FINANCIALS**

Ordered	0.00
Committed	0.00
Actual	200.00
Trust	0.00
Invest	0.00
Memo	0.00

**FOREX**

Ordered	0.00
Committed	0.00
Actual	0.00
Forex Rate	
Currency	

**PHYSICALS**

Ord Qty	0.00
Com Qty	0.00
Act Qty	0.00
Trust Qty	0.00
Invest Qty	0.00

**Transaction Description**  
45678 1st National

**Accounting View**

	Actual
100-00-0040 Ins Provision	200.00
100-00-015 BANK : PRIVATE LEDGERS	200.00
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-20.00
-AP C00019 Klaus Donohoe	
100-00-040 CREDITORS CONTROL (1) : PRIVATE LEDG	-180.00
-AP C00017 1st National Insurance	
100-00-035 DEBTORS CONTROL (1) : PRIVATE LEDGER	-200.00
-AR D00021 Johannes Louw	
	0.00

[Change View](#)  
[Tab View](#)  
[Reverse View](#)

**Further Transaction Drills**

>>> Links	Debit	Amount	Credit
1 145736821A	100-00-0040 Ins Provision	180.00	C00017 1st National Insurance
2 145736822	100-00-0040 Ins Provision	20.00	C00019 Klaus Donohoe
3 145736822A	100-00-015 BANK : PRIVATE LEDGERS	200.00	D00021 Johannes Louw

Sec  
Del Del

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