



QuickStart Guide

Bank Deposit History

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ARKONA QuickStart Guide

Use this QuickStart Guide for help displaying or reprinting posted bank deposits.

1. Select the cash drawer.

- a. Take option **23=Bank Deposits** from the General Ledger menu.
- b. Take option **8=History** by the cash drawer to display the Bank Deposit History screen.

2. Display the bank deposit.

- a. Take option **1=Detail** by the bank deposit to display it on the screen.

3. Reprint the deposit slip.

- a. Take option **6=Print** by the bank deposit; or
- b. Take option **1=Detail** by the bank deposit and use function **F8=Print** to reprint the deposit slip.