

G. Accounts Receivable Aging Reports

The Aging Report ages all current activity based on the aging schedule according to their invoice date. It is best to use the same aging schedule for both receivable and payable aging reports because they can be used to analyze your cash flow. To print the Accounts Receivable Aging Report use the following steps:

- a. Select Accounts Receivable at **Dynamics SL** menu
- b. Select Reports
- c. Select A/R Aging
- d. Select the type of report (usually Summarized by Customer)
- e. Press print

H. Accounts Payable Aging Report

The Aging Report ages all current activity based on the aging schedule according to their invoice date. It is best to use the same aging schedule for both receivable and payable aging reports because they can be used to analyze your cash flow. To print the Accounts Payable Aging Report use the following steps:

- a. Select Accounts Payable at **Dynamics SL** menu
- b. Select Reports
- c. Select Vendor Aging Analysis
- d. Select the type of report
- e. Press print