



CAPITAL GUARDIANS

Residential Community Support Office Instruction booklet

Contact details	
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Support office instructions
TRANSACTIONS Menu



Transactions give a view of all bank deposits by all facilities, and show the activity with different accounts.

The screenshot shows the Capital Guardians web interface. At the top, there is a dark blue header with the Capital Guardians logo and a search box labeled "Business Name". Below the header is a navigation menu with the following items: Admin, Transactions (highlighted with a red circle), Accounts, Profile, and Contact. The main content area is divided into three sections: "Payments", "Income & Number of Invoices", and "Recent Transactions".

Payments Table:

Date	#	\$
22-02-2019	838	\$91.80
22-02-2019	838	\$442.10
22-02-2019	838	\$13.50
22-02-2019	838	\$200.00
22-02-2019	838	\$46.35
22-02-2019	838	\$96.50
22-02-2019	838	\$456.75
22-02-2019	838	\$285.00
More >>		

Income & Number of Invoices Chart:

This is a dual-axis bar chart. The x-axis represents months from Mar 18 to Mar 19. The left y-axis represents "Value" in thousands of dollars (\$0 to \$20k). The right y-axis represents "Number of invoices" in thousands (0 to 1k). Blue bars represent the value of payments, and light blue bars represent the number of invoices. Both metrics show a general upward trend over the period.

Recent Transactions Table:

Date	Account	Invoice #	\$	Status	Docs
18/03/2019	Allen B. _____	1	24.00	to be approved	
22/02/2019	Betty May _____	999	15.00	to be approved	
22/02/2019	Elaine P. _____	1001	15.00	to be approved	

- Roll the mouse over the payment number to see the facility name
- Select payment number to see remittance

Select "More>>" to see larger listing of bank deposit detail, by facility and deposit date

