

USAS-R Transaction Options		
Options	USAS Classic Report	Definition
Account Ledger Query	Similar EIEIO/OINQ or USASWEB query	Query only grid allowing you to filter existing transactions under the TRANSACTIONS menu. You can query on POs, invoices, disbursements, receipts, refunds, transfers and distributions.
AP Invoices (Legacy)	USASWEB's AP Invoice	Creating an invoice to prepare the PO for payment.
Disbursements	CKPROC CHKSEQ VOIDCK RCNCLE/AUTOREC	Users have the ability to create Disbursements through the Payables interface. Check number are assigned via Disbursements grid. Resequence checks, voiding checks, manually reconciling as well as auto-reconciling checks are done via the Disbursements grid as well.
Distributions/Error Corrections	ACTMOD's Expense/Supplies Distribution	Allows user to re-distribute expenditures if the expenditures are charged to more accounts than the purchase order was originally issued for or to correct an error in a previous expense.
Payables	INVLST/CKPROC	As invoice items are filled via AP Invoice they will appear as a "payable" under the Payables query. Users have the ability to create Disbursements through the Payables interface.
Pending Transactions	AUTOPOST	A pending transaction is a transaction that is currently sitting out there from a different system/software waiting to be posted to USAS. For example a payroll file from USPS-R.
Purchase Orders	USASWEB's Purchase Order option USASCN's POSCN option	A purchase order is a document authorizing a seller to deliver goods, with payment to be made at a later date. Monies are encumbered when a purchase order is created.
Receipts	USASWEB's Receipt option	A receipt is the process of posting monies received by the district. A reduction of expenditure is the process of reducing an already posted expenditure.
Refunds	USASWEB's Refund option	A refund is the process of returning money previously receipted into the system. The refund module has the option of creating a refund check to a specified vendor.
Requisitions	USASWEB's Requisition option USASCN's REQSCN option	A requisition is a formal document requesting goods or services that may be converted to a purchase order once it has been approved by the appropriate parties.
Requisition (Legacy)	USASWEB's Requisition option	A requisition is a formal document requesting goods or services that may be converted to a purchase order once it has been approved by the appropriate parties.
Transfers/Advances	ACTMOD's Fund-to-Fund Transfer/ Advance	Transfers/Advances is used to transfer money from one fund account to another or cash advances between funds. A transfer is considered a permanent movement of money, whereas an advance is expected to be repaid back to the originating fund.