



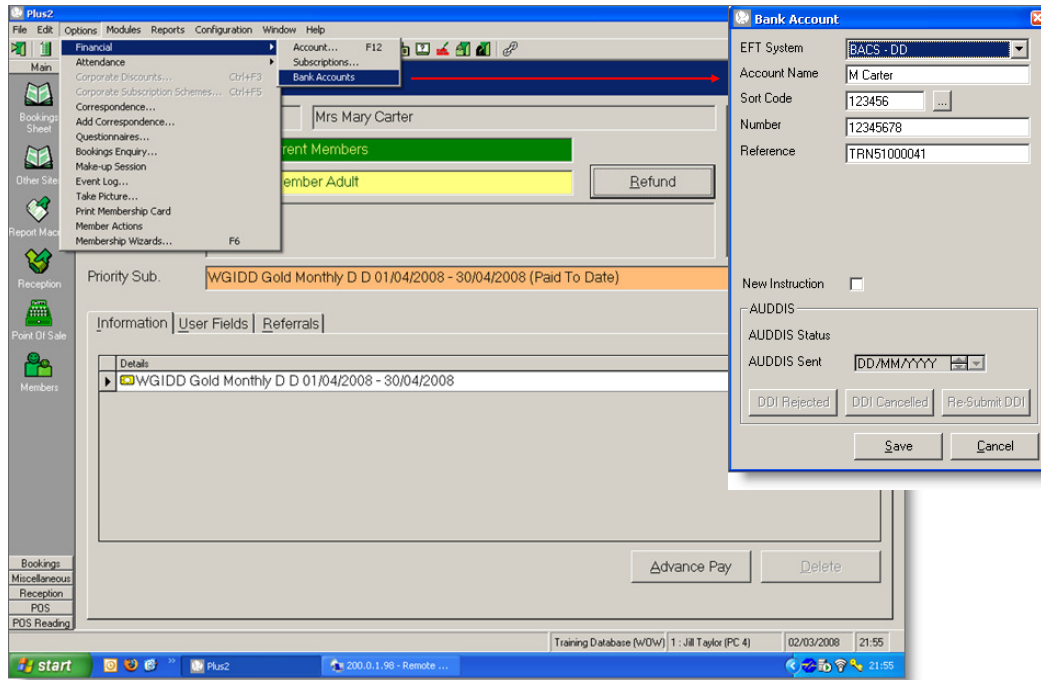
3 EFT AUDDIS – Functionality

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NOTES:

AUDDIS Functionality



Your Site Configuration

- Step 1 Find the customers record and bring up the details
 Step 2 Click on the Options menu into Financial and Bank Accounts

There are four statuses:

- Sent
- Rejected
- Not Sent
- Cancelled

- AUDDIS Sent** - When a live AUDDIS run has been performed and the status becomes Sent, this date is automatically updated. It cannot be manually modified.
- DDI Rejected** - This button changes the **AUDDIS Status** to Rejected, leaving only the **Re-Submit DDI** button available.
- DDI Cancelled** - This button changes the **AUDDIS Status** to Cancelled, leaving only the **Re-Submit DDI** button available.
- Re Submit DDI** - This button changes the **AUDDIS Status** to Not Sent, and clears the AUDDIS Sent date. All three buttons are no longer available.

NOTES:
