

ACCOUNTS RECEIVABLE

**Features that click,
Integrations that stick.**





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1

Customer View

2

Data Entry Improvements and Best Practices

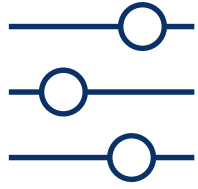
3

Reporting & Visibility

4

AR Integrations

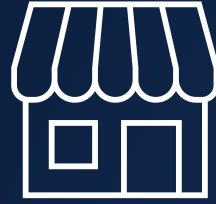
Customer View



HD VIEW OPTIONS



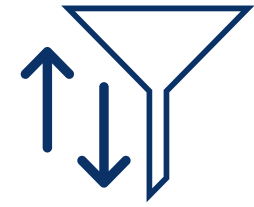
Use personal view options to create HD views that work for you.



ONE STOP SHOP



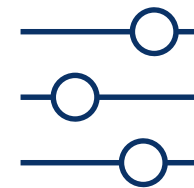
Access to everything you need under one record.



SORTING & FILTERS



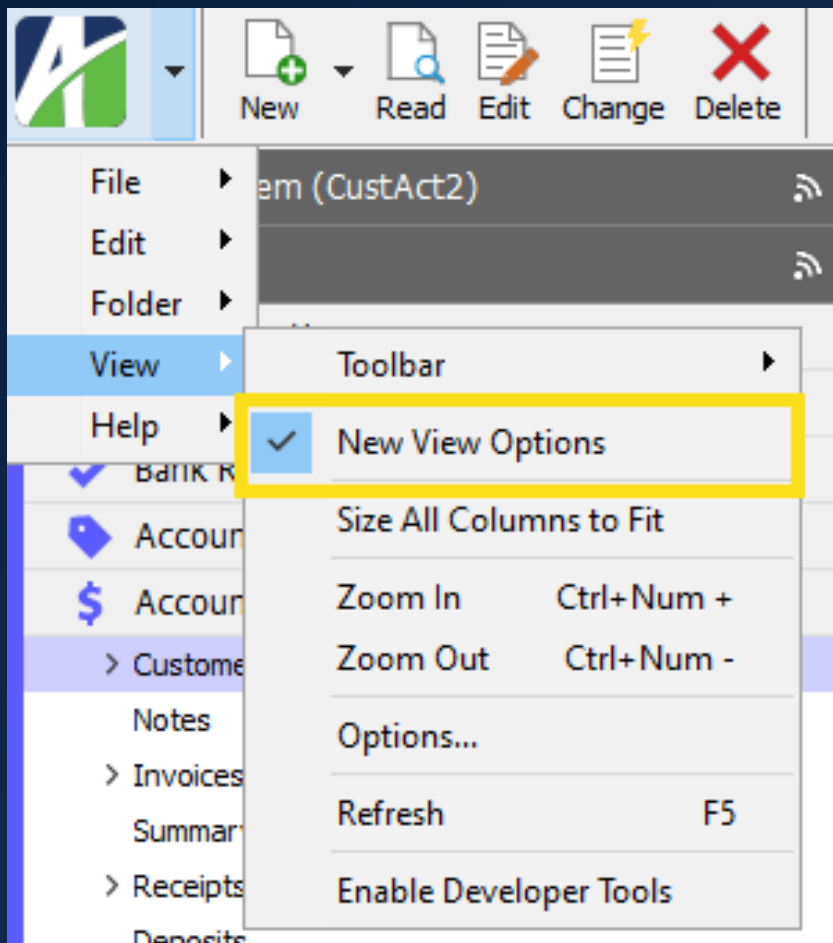
Use column filters for ad hoc reporting and try out a “sounds like” filter.



HD VIEW OPTIONS



Use personal view
options to create HD
views that work for
you.



Defaults Columns only

Activity System (CustAct2)

Demo Aspire

Administration

General Ledger

Bank Reconciliation

Accounts Payable

Accounts Receivable

Customers

Notes

Invoices

Summary Invoices

Receipts

Deposits

Statements

Reports

Setup

AR Customers for Demo Aspire

Options: Defaults

Filters: Name (gib)

Lookup:

☐ Include Obsolete

Code	Name	Class	Payment Customer	Attributes
4HLubb	4-H Club of Lubbock	NonProfit	4HLubb	
Alexander	Alexander Alliance, Inc.	Corp	Alexander	
Amped	Amped Recording Studios	ArtsEnt	Amped	
Anderson	Anderson Architects, Inc.	Corp	Anderson	
Arlington	Arlington Arts Alliance	ArtsEnt	Arlington	
Armstrong	Armstrong, LLP	Corp	Armstrong	
ArtInst	Art Instructors, Inc.	ArtsEnt	ArtInst	
Atwater	Atwater Construction	Corp	Atwater	
Avenue	Avenue Gallery	ArtsEnt	Avenue	
Barnes	The Barnes Group, Inc.	Corp	Barnes	

CUSTOMIZE YOUR HD VIEW

Add columns to the visible side

The image displays two side-by-side screenshots of the 'View Options for AR Customers in Demo Aspire - ACW - Stefanie Rosales' dialog box, illustrating how to customize the visible columns.

Left Screenshot (Defaults View):

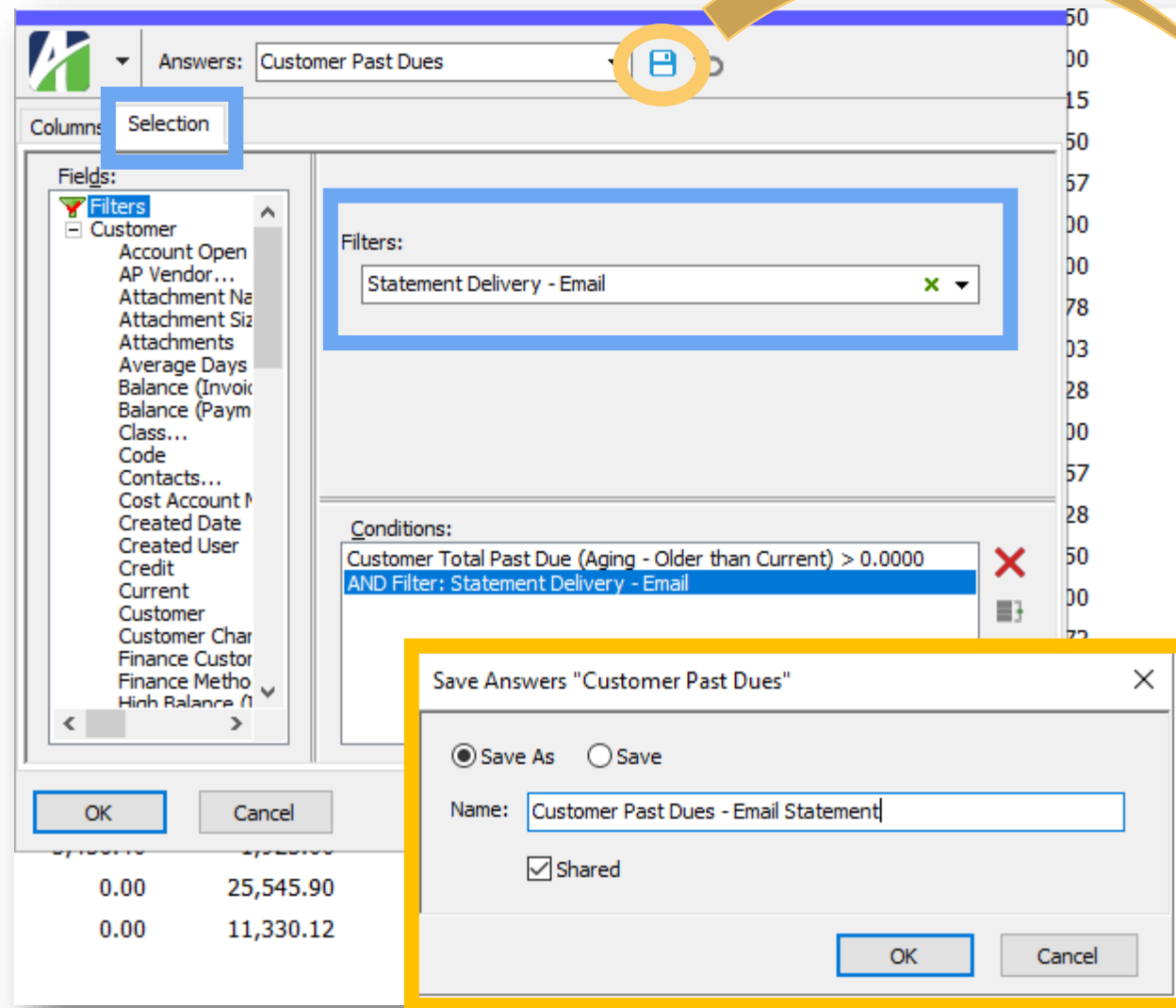
- The 'Answers' dropdown is set to 'Defaults'.
- The 'Columns' tab is selected.
- The 'Hidden Columns' list includes: Account Open (Date), AP Vendor, AP Vendor Description, Attachment Size, Attachments, Average Days to Pay, Balance (Invoice Customer), Balance (Payment Customer), Booth (Attribute), Booth Description (Attribute), Class Description, Contact Department, Contact Email Address, Contact Fax Phone, Contact Home Phone, Contact Job Title, Contact Mail Stop, Contact Mobile Phone, Contact Name (First Name First), and Contact Other Phone.
- The 'Visible Columns' list includes: Code*, Name, Class, Payment Customer Code, and Attributes.
- The 'Defaults' button is visible at the bottom.

Right Screenshot (Customer Past Dues - Email Statement View):

- The 'Answers' dropdown is set to 'Customer Past Dues - Email Statement'.
- The 'Columns' tab is selected.
- The 'Hidden Columns' list includes: Account Open (Date), AP Vendor, AP Vendor Description, Attachment Size, Attachments, Attributes, Average Days to Pay, Balance (Payment Customer), Booth (Attribute), Booth Description (Attribute), Class, Class Description, Contact Department, Contact Email Address, Contact Fax Phone, Contact Home Phone, Contact Job Title, and Contact Mail Stop.
- The 'Visible Columns' list includes: Code*, Name, Current (Balance), Total Past Due (Aging - Older than Current), Over 30 (Balance), Over 60 (Balance), Over 90 (Balance), Over 120 (Balance), and Open Invoice Count (Invoice Customer).
- The 'Defaults' button is visible at the bottom.

An orange arrow points from the 'Visible Columns' list in the left view to the 'Visible Columns' list in the right view, indicating the process of adding columns to the visible side.

VIEW OPTIONS



Past Due

Activity System (CustAct2) Demo Aspire

Administration General Ledger Bank Reconciliation Accounts Payable Accounts Receivable Customers Notes Invoices Summary Invoices Receipts Deposits Statements

Options: Customer Past Dues

Filters: Lookup: ☐ Include Obsolete

Code	Name	Current	Total Past Due	Over 30	Over 60	Over 90	Over 120	Open Invoices (Invoice)
4HLubb	4-H Club of Lubbock	0.00	945.00	0.00	0.00	0.00	945.00	3
Amped	Amped Recording Studios	0.00	23.77	0.00	0.00	0.00	23.77	3
Beautiful	Beautiful Bouquets	5,082.31	3,490.80	0.00	0.00	0.00	3,490.80	9
Boys&Girls	Boys & Girls Club of America	3,000.00	5,328.76	2,138.51	0.00	0.00	3,190.25	8
Caprock	Caprock Community Center	1,037.37	873.50	0.00	0.00	0.00	873.50	4
Compassionate	Compassionate Charities	803.77	9,977.00	0.00	0.00	0.00	9,977.00	9
DERBYRM	LAFair Example - ZLM	3,812.09	3,320.55	0.00	2,567.40	0.00	753.15	4
Devault	Timothy Devault	0.00	4,713.83	4,670.33	0.00	0.00	43.50	4

Past Due – Email Statements

The screenshot displays the InterActiv software interface. On the left is a navigation sidebar with a tree view containing: Activity System (CustAct2), Demo Aspire, Administration, General Ledger, Bank Reconciliation, Accounts Payable, Accounts Receivable, Customers (expanded), Contacts, Locations, Notes, Invoices, Summary Invoices, and Receipts. The top of the main window features a toolbar with icons for New, Read, Edit, Change, Delete, Report, Charges, Statements, Combine, and Bots. The main content area is titled 'AR Customers for Demo Aspire'. Below the title, there is an 'Options:' dropdown menu set to 'Customer Past Dues - Email Statement', a 'Filters:' dropdown, a 'Lookup:' text field, and an 'Include Obsolete' checkbox. A data table follows, listing customer information and their past due amounts.

Code	Name	Current	Total Past Due	Over 30	Over 60	Over 90	Over 120	Open Invoices (Invoice)
Boys&Girls	Boys & Girls Club of America	3,000.00	5,328.76	2,138.51	0.00	0.00	3,190.25	8
Caprock	Caprock Community Center	1,037.37	873.50	0.00	0.00	0.00	873.50	4
Devault	Timothy Devault	0.00	4,713.83	4,670.33	0.00	0.00	43.50	4
Ortiz	Gabrielle Ortiz	0.00	6,169.90	4,608.57	1,543.61	0.00	17.72	4

ActivityHD Explorer - AR Customers for Demo Aspire - ACW - Stefanie Rosales

Activity System (CustAct2)

Demo Aspire

- Administration
- General Ledger
- Bank Reconciliation
- Accounts Payable
- Accounts Receivable
 - Customers
 - Notes
 - Invoices
 - Summary Invoices
 - Receipts
 - Deposits
 - Statements
 - Reports
 - Setup
- Contracts Processing
- Fixed Assets
- Payroll / Human Resources
- Purchasing
- Sales and Service
- Demo Implementation

AR Customers for Demo Aspire

Options: Defaults

Filters: Lookup: ☐ Include Obsolete

Code	Name	Class	Payment Customer	Attributes
4HLubb	4-H Club of Lubbock	NonProfit	4HLubb	
Alexander	Alexander Alliance, Inc.	Corp	Alexander	
Amped	Amped Recording Studios	ArtsEnt	Amped	
Anderson	Anderson Architects, Inc.	Corp	Anderson	
Arlington	Arlington Arts Alliance	ArtsEnt	Arlington	
Armstrong	Armstrong, LLP	Corp	Armstrong	
ArtInst	Art Instructors, Inc.	ArtsEnt		
Atwater	Atwater Construction	Corp		
Avenue	Avenue Gallery	ArtsEnt		
Barnes	The Barnes Group, Inc.	Corp		
Beautiful	Beautiful Bouquets	Misc		
Bentwood	Jeff Bentwood	Misc		
Boston	Boston Realtors, Inc.	Corp		
Bowers	Bowers Agency, Inc.	Corp	Bowers	
Boys&Girls	Boys & Girls Club of America	NonProfit	Boys&Girls	
Brewer	Brewer Industries	Corp	Brewer	
Bryant	Bryant Realty	Corp	Bryant	
Caprock	Caprock Community Center	Misc	Caprock	
CarterDelany	Carter & Delaney, LLP	Corp	CarterDelany	
Comm Template	Commercial Template	Corp	Comm Template	
Compassionate	Compassionate Charities	NonProfit	Compassionate	
Connor	Connor Industries	Corp	Connor	
Conquest	Conquest Sports Management	Promo	Conquest	
Conway	Conway Consulting	Corp	Conway	
Creative	Creative Events	Promo	Creative	
Cummings	Tanya Cummings	Misc	Cummings	
Dallas	Dallas Youth Alliance	NonProfit	Dallas	

Total: 110 Selected: 1 Order: *Code



Your One Stop Shop

The Customer Record

ActivityHD Explorer - AR Customers for Demo Aspire - ACW - Stefanie Rosales

ActivityHD

Activity System (CustAct2)

Demo Aspire

Administration

General Ledger

Bank Reconciliation

Accounts Payable

Accounts Receivable

Customers

Notes

Invoices

Summary Invoices

Receipts

Deposits

Statements

Reports

Setup

Contracts Processing

Fixed Assets

Payroll / Human Resources

Purchasing

Sales and Service

Demo Implementation

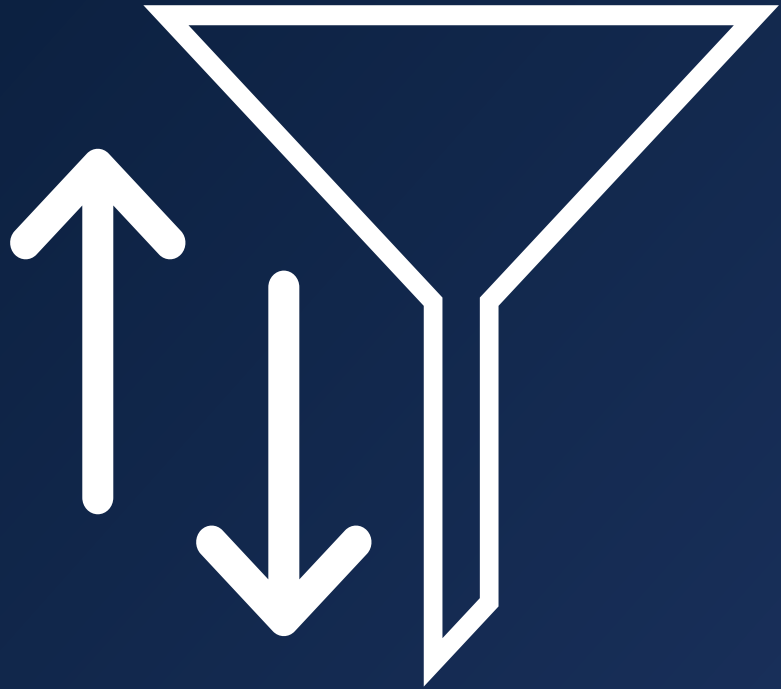
AR Customers for Demo Aspire

Options: Customer Collections

Filters: Lookup: Include Obsolete

Code	Name	Contact	Contact Job Title	Invoice Main ...	Open Invoic...	Total Past Due	Invoice Address Line 1	Invoice Ad...	Invoice...	Invoice Address Zip	Statement I
4HLubb	4-H Club of Lubbock	Samuel Brown	Coordinator	806-753-8910	3	945.00	3625 Clovis Road	Lubbock	TX	79415	Print
Amped	Amped Recording Stu...	Jeff Biggs	Manager	972-515-0808	3	23.77	2857 North Belt Line Road	Mesquite	TX	75182	Print
Beautiful	Beautiful Bouquets	Samantha Br...	Owner	800-453-3258	9	3,490.80	1524 Main Street	Dallas	TX	75234	Print
Boys&Girls	Boys & Girls Club of A...	Rick Meraz	Coordinator	800-015-6900	8	5,328.76	23564 LBJ Freeway	Dallas	TX	75227	Email
Caprock	Caprock Community C...	Marissa Belm...	Coordinator	806-735-8790	4	873.50	3360 Main Street	Lubbock	TX	79410	Email
Compassionate	Compassionate Charities	Fiona Smart	Chairman	800-145-3654	9	9,977.00	PO Box 5679	Lubbock	TX	79424	Print
DERBYRM	LAFair Example - ZLM				4	3,320.55	123 Alamos	Lubbock	TX	79424	Print
Devault	Timothy Devault	Melissa Devault	Bride	972-568-4858	4	4,713.83	10256 Singleton Blvd	Dallas	TX	75223	Email
Donaldson	Michelle Donaldson	Michelle Don...		214-653-2003	3	62.67	10564 N. Akard Street	Dallas	TX	75219	Print
FrenshipHS	Frenship High School				3	4,250.00	123 W Main Street	Wolfforth	TX	79382	Print
Gallery	Gallery Studios	Ellen Roberts	Owner	806-474-0685	18	30,500.00	3265 Ventura Drive	Colleyville	TX	76034	Print
Gibson	Gibson Innovations	Christine Gibs...	Owner		4	5,758.78	6002 98th Street	Lubbock	TX	79424	Print
Hillside	Hillside Surveyors	Nadine Hillside	Age		4	13,783.89	41002 Wilmington Circle	Garland	TX	75043	Print
Jordan	Andrea Jordan	Alex Jordan	Offic		4	10,432.28	5220 39th Street	Lubbock	TX	79422	Print
KidsUnlimited	Kids Unlimited Talent ...	Lindsey Turner	Cont		3	4,476.36	45123 N Westmoreland	Dallas	TX	75228	Print
Ladies	Lubbock Ladies Lunch...	Thelma McGo...	Cha		6	13,233.57	1215 Main Street	Lubbock	TX	79413	Print
LondonJ	Janet London	Janet London			4	6,833.76	4689 20th Street	Lubbock	TX	79416	Print
LubHigh	Lubbock High School	Wanda Smith	Senior Class S...	806-555-1234	5	4,160.50	1000 Main	Lubbock	TX	79413	Print
MediaMax	MediaMax Productions	Abigail Truman	Coordinator	800-541-8585	3	15,000.00	95621 Sunset Drive	Phoenix	AZ	85003	Print
Ortiz	Gabrielle Ortiz	Gabrielle Ortiz		806-698-1205	4	6,169.90	6023 Huron Drive	Lubbock	TX	79424	Email
Ramirez	Irma Ramirez	Irma Ramirez		972-564-7895	4	2,687.50	4679 Broadway Avenue	Plano	TX	75025	Print
Silhouette	Silhouette Studios	Renee Hunter		469-777-1023	7	3,242.09	1052 W. Hwy 352	Mesquite	TX	75180	Print
Sublime	Sublime Studios	Jaxon Prentiss	CEO	214-907-8452	4	1,506.30	8596 Victory Lane	Dallas	TX	75209	Print
Test Cusomter	Test Customer				3	500.00	132452	Lubbock	TX	79424	Print
ToysforTots	Toys for Tots	Marie Warner	Chairman	800-654-2549	3	1,925.00	PO Box 97654	Dallas	TX	75223	Print
Vincent	Ruby and David Vincent	Ruby Vincent	Owner	972-322-8541	2	25,545.90	10056 Fountain Place	Duncanville	TX	75137	Print
Youth	Youth Alliance of Lub...	John Smith	Coordinator	806-774-5555	9	11,330.12	6745 Iola Ave	Lubbock	TX	79424	Print

Total: 27 Selected: 1 Total Past Due: 3,242.09 Order: *Code



SORTING & FILTERS

Use column filters for ad hoc reporting and try out a “sounds like” filter.

AR Invoices for Demo Aspire

Options: Personal 

Filters:

Lookup:

Batch - #	Customer Name	Merge #	Invoice #	Date	Amount
 AR - 39	Garden and Arts Organization	490	00577	11/25/2026	2,951.33
 AR - 38	Garden and Arts Organization	512	00576	11/21/2026	1,605.96
 CP - 18	Youth Alliance of Lubbock		00539	11/30/2026	0.00
 AR - 37	Garden and Arts Organization	511	00575	11/7/2026	303.73
 AR - 36	Garden and Arts Organization	510	00574	11/3/2026	319.85
 AR - 13	Frenship High School	0	1	11/1/2026	2,141.94
 AR - 35				10/29/2026	3,146.46
 AR - 9				10/26/2026	181.35
 CP - 15				11/15/2026	3,601.00

Column Filters...

Clear Column Filters

Size Column to Fit

Size All Columns to Fit

Options...

Column Filters

☒ Date:

between

8/1/2026

and

9/20/2026

OK

Cancel

Applied Column filter for invoice date range and sorting due date ascending

AR Invoices for Demo Aspire

Options:

Filters:

Lookup:

Batch - #	Customer Name	Merge #	Invoice #	Date	Due Date	Amount	Balance	Description
AR - 82	Silhouette Studios	536	00618	8/1/2026	8/11/2026	1,190.75	1,190.75	Deposit
AR - 77	LAFair Example - ZLM	532	00613	8/29/2026	8/29/2026	3,812.09	3,812.09	Delivery Fee (Local)
CP - 14	Boys & Girls Club of America		00532	9/1/2026	9/1/2026	3,000.00	3,000.00	Rent Payment
Etix - 1	Etix		61952	9/1/2026	9/1/2026	125,334.33	0.00	
Tess - 1	Tessitura		51952	9/1/2026	9/1/2026	125,334.33	0.00	
AR - 48	Caprock Community Center	520	00584	8/24/2026	9/3/2026	1,037.37	1,037.37	Transportation Fees
AR - 47	Compassionate Charities	519	00583	8/6/2026	9/5/2026	803.77	803.77	Dinnerware and Flatware
AR - 74	Sublime Studios	529	00610	8/26/2026	9/5/2026	3,456.57	3,456.57	Advertising Fees
AR - 75	Lubbock Ladies Luncheon Group	530	00611	8/28/2026	9/7/2026	3,111.67	3,111.67	Food and Beverage Fee...
AR - 76	Toys for Tots	531	00612	8/28/2026	9/7/2026	3,456.40	3,456.40	Fees

Sounds Like Filter

What was their name again??

FINDING A CUSTOMER

AR Customers for Demo Aspire

Options:

Defaults

Filters:

? Sounds Like (Lubic)

Lookup:

☐ Include

Code	Name	Class	Payment Customer	Attributes
4HLubb	4-H Club of Lubbock	NonProfit	4HLubb	
Alexander	Alexander Alliance, Inc.	Corp	Alexander	
Amped	Amped Recording Studios	ArtsEnt	Amped	
Anderson	Anderson Architects, Inc.	Corp	Anderson	
Arlington	Arlington Arts Alliance	ArtsEnt	Arlington	
Armstrong	Armstrong, LLP	Corp	Armstrong	
ArtInst	Art Instructors, Inc.	ArtsEnt	ArtInst	
Atwater	Atwater Construction	Corp	Atwater	
Avenue	Avenue Gallery	ArtsEnt	Avenue	
Barnes	The Barnes Group, Inc.	Corp	Barnes	
Beautiful	Beautiful Bouquets	Misc	Beautiful	
Bentwood	Jeff Bentwood	Misc	Bentwood	
Boston	Boston Realtors, Inc.	Corp	Boston	

FINDING A CUSTOMER

AR Customers for Demo Aspire

Options: Defaults 

Filters:

Lookup: ☐ Include Obsolete

^	Code	Name	Class	Payment Customer	Attributes
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AR Customers for Demo Aspire

Options: Defaults 

Filters:

Lookup: ☐ Include Obsolete

^	Code	Name	Class	Payment Customer	Attributes
---	------	------	-------	------------------	------------

AR Customers for Demo Aspire

Options: Defaults 

Filters:

Lookup: ☐ Include Obsolete

^	Code	Name	Class	Payment Customer	Attributes
---	------	------	-------	------------------	------------

FINDING A CUSTOMER

AR Customers for Demo Aspire

Options: Personal

Filters: Customer Name Sounds Like (Lubbock)

Lookup: Lubbock

☐ Include Obsolete

^ Code	Name	Class	Payment Customer	Attributes	Balance (Invoice)
--------	------	-------	------------------	------------	-------------------

Filter "Customer Name Sounds Lik... X

SOUNDSLIKE: Lubbock

OK Cancel

AR Customers for Demo Aspire

Options: Personal

Filters: Customer Name Sounds Like (Lubbock)

Lookup:

☐ Include Obsolete

^ Code	Name	Class	Payment Customer	Attributes	Balance (Invoice)
Ladies	Lubbock Ladies Luncheon Group	ArtsEnt	Ladies		23,868.10
LbkBears	Lbk Bears & Buddies	Misc	LbkBears		0.00
LubChild	Lubbock Children's Theater	ArtsEnt	LubChild		0.00
LubHigh	Lubbock High School	ArtsEnt	LubHigh		10,807.00

FINDING A CUSTOMER

AR Customers for Demo Aspire					
Options: Personal 					
Filters: Customer Name Sounds Like (Lubic)  Lookup: ☐ Include Obsolete					
Code	Name	Class	Payment Customer	Attributes	 Balance (Invoice)
 Ladies	Lubbock Ladies Luncheon Group	ArtsEnt	Ladies		23,868.10
 LbkBears	Lbk Bears & Buddies	Misc	LbkBears		0.00
 LubChild	Lubbock Children's Theater	ArtsEnt	LubChild		0.00
 LubHigh	Lubbock High School	ArtsEnt	LubHigh		10,807.00

AR Customers for Demo Aspire					
Options: Personal 					
Filters: Customer Name Sounds Like (Luvok)  Lookup: ☐ Include Obsolete					
Code	Name	Class	Payment Customer	Attributes	 Balance (Invoice)
 Ladies	Lubbock Ladies Luncheon Group	ArtsEnt	Ladies		23,868.10
 LbkBears	Lbk Bears & Buddies	Misc	LbkBears		0.00
 LubChild	Lubbock Children's Theater	ArtsEnt	LubChild		0.00
 LubHigh	Lubbock High School	ArtsEnt	LubHigh		10,807.00



KEY TAKEAWAY

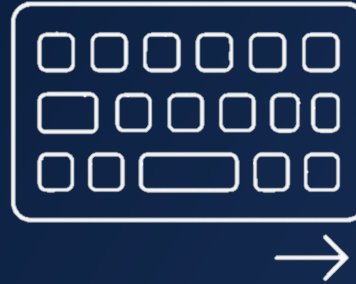
Work smarter, not harder: personalize your view with saved view options, find everything about a customer in one place, and sort or filter your way straight to the records you need.

Data Entry Improvements & Best Practices



INVOICE FORM OPTIONS

Customized invoice forms for
different types of invoices.



KEYSTROKES

Shortcuts and tab stops that
save clicks.



DASHBOARD GADGETS

Built in AR gadgets on your
dashboard.

New AR Invoice for Demo Aspire - ACW - Stefanie Rosales

New

Edit/Read

Save

Report

Previous

Next

Merge

Print

Summarize

Post to AP

Void

Bots

Options: Defaults

AR Invoice for Demo Aspire

Batch: lmb

Customer:

Date: 9/16/2026

Amount: 0.00

Summary Type:

Entry #:

Invoice #:

Balance: 0.00

Summary Invoice:

Invoice

Source: Manual

Type:

PO #:

Description:

Location:

Salesperson:

Print Invoice

On Hold

Sales Tax

Destination: U.TX.LUBB

Category:

Amount: 0.00

General Ledger

A/R Account:

GL Date: 9/16/2026

GL Batch: AR

Attributes

EventAttr:

Booth:

Year:

Payment Terms

Terms:

Due: 9/16/2026

Basis: 0.00

Finance:

Discounts:

Line	Date	Percent	Amount	Memo

Detail:

Line	ARCode	Description	Amount	Tax Category	Taxable?	Sales Account	Sales Account Description	EventAttr	Memo

Detail Totals:

Initial Payment(s):

Line	Receipt Dat	Deposit Type	Receipt Type	Reference	Payment	Description	Receipt

Initial Payment Totals:

Invoice

Extra GL

Other



INVOICE FORM OPTIONS

Customized invoice forms for different types of invoices.

INVOICE FORM OPTIONS

New AR Invoice for Demo

Form Options for AR Invoices in Demo Aspire - ACW - Stefanie Rosales

Answers: Defaults

Options

New Invoice Defaults

Customer:

Invoice Date: Today

Invoice Type:

Invoice Description:

GL Date: Invoice Date

Attribute Items:

Detail Cost: Zero

New Initial Payment Defaults

Receipt Date:

Receipt GL Date:

Receipt Type:

Deposit Type:

Bank Account:

Visible

☒ Summary Invoice ☐ Origin Tax Entity

☒ Receivables Account ☒ Destination Tax Entity

☐ Sales Tax Grid 3 ☐ Invoice Tax Entity

☒ Discounts Grid 3 ☐ Tax Entity Source

☒ Initial Payments Grid

Detail Grid

☐ Line

☒ ARCode

☒ Description

☒ Amount

☐ Tax Category

☐ Taxable?

☒ Sales Account

☐ Sales Account Description

☒ EventAttr (Attribute)

☐ Memo

- Check to indicate a Tab Stop

Add/Remove Defaults

Initial Payments Grid

☐ Line

☒ Receipt Date

☒ Deposit Type

☒ Receipt Type

☒ Reference

☒ Payment

☒ Description

☐ Receipt

- Check to indicate a Tab Stop

Add/Remove Defaults

OK Cancel

INVOICE FORM OPTIONS

ActivityHD Explorer - AR Invoices for Demo Aspire - ACW - Stefanie Rosales

Activity System (CustAct2)

Demo Aspire

- Administration
- General Ledger
- Bank Reconciliation
- Accounts Payable
- Accounts Receivable
 - Customers
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 - Invoices
 - Summary Invoices
 - Receipts
 - Deposits
 - Statements
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 - Administration
 - General Ledger
 - Bank Reconciliation
 - Accounts Payable
 - Accounts Receivable
 - Customers
 - Notes
 - Invoices
 - Summary Invoices
 - Receipts
 - Deposits
 - Statements
 - Reports

AR Invoices for Demo Aspire

Options: Personal

Filters: New Invoices

Lookup:

Batch - #	Invoice #	Customer Name	Description	Date	Amount	Balance	Merge #	Due Date	Type
CP - 18	00539	Youth Alliance of Lubbock	Settlement Fall Semeste...	11/30/2026	0.00	0.00		12/10/2026	Invoice
CP - 15	00533	Boys & Girls Club of America	Contract Payment	11/15/2026	3,601.00	3,601.00		11/15/2026	Invoice
AR - 13	00551	Frenship High School	Concession Guarantee	11/1/2026	2,141.94	2,141.94		12/1/2026	Invoice
AR - 6	00544	Beautiful Bouquets	Specialty Cake	10/31/2026	4,022.91	4,022.91		11/10/2026	Invoice
AR - 10	00548	LAFair Example - ZLM	Delivery Fee (Local)	10/29/2026	3,812.09	3,812.09		10/29/2026	Invoice
AR - 9	00547	Compassionate Charities	Utilities	10/26/2026	181.35	181.35		11/25/2026	Invoice
AR - 7	00545	Boys & Girls Club of America	Bar Rental	10/25/2026	2,138.51	2,138.51		10/25/2026	Invoice
Imb - 321	00623	Silhouette Studios	facility	10/16/2026	319.34	319.34		10/26/2026	Invoice
AR - 63	00599	Gallery Studios		9/30/2026	342.60	342.60		10/30/2026	Invoice
AR - 61	00597	Irma Ramirez		9/28/2026	1,882.40	1,882.40		9/28/2026	Invoice
AR - 62	00598	Test Customer		9/28/2026	2,338.19	2,338.19		10/8/2026	Invoice
AR - 14	00552	Gallery Studios		9/27/2026	1,115.80	1,115.80		10/27/2026	Invoice
AR - 60	00596	Gallery Studios		9/27/2026	1,614.83	1,614.83		10/27/2026	Invoice
AR - 59	00595	Gallery Studios		9/25/2026	2,119.95	2,119.95		10/25/2026	Invoice
AR - 15	00553	Gibson Innovations	Karaoke Machine	9/24/2026	551.09	551.09		10/4/2026	Invoice
AR - 57	00593	Gibson Innovations	Karaoke Machine	9/24/2026	551.09	551.09		10/4/2026	Invoice
AR - 58	00594	Gallery Studios	Dinnerware and Flatware	9/24/2026	235.60	235.60		10/24/2026	Invoice
AR - 8	00546	Caprock Community Center	Parking	9/23/2026	1,132.26	1,132.26		10/3/2026	Invoice
AR - 55	00591	Caprock Community Center	Parking	9/23/2026	1,132.26	1,132.26		10/3/2026	Invoice
AR - 56	00592	MediaMax Productions	Food and Beverage Fee...	9/23/2026	4,283.82	4,283.82		10/23/2026	Invoice
AR - 53	00589	Andrea Jordan	Favors & Gift Bags	9/20/2026	3,964.30	3,964.30		9/20/2026	Invoice
AR - 54	00590	Lubbock High School	Adjustment	9/20/2026	3,323.25	3,323.25		9/20/2026	Invoice
AR - 4	00542	4-H Club of Lubbock	Catering Services	9/19/2026	3,720.67	3,720.67		10/19/2026	Invoice
AR - 52	00588	4-H Club of Lubbock	Catering Services	9/19/2026	3,720.67	3,720.67		10/19/2026	Invoice
AR - 80	00616	Stefanie's Seafood Boil	Equip Rental	9/17/2026	270.63	270.63		9/17/2026	Invoice
GMS - 2	34524	Bowers Agency, Inc.	Test Receipts	9/15/2026	2,357.50	2,357.50		10/15/2026	Invoice
AR - 5	00543	Amped Recording Studios	Facility Rental	9/14/2026	801.82	801.82		10/14/2026	Invoice
AR - 11	00549	Timothy Devault	Security Fees	9/14/2026	2,461.15	2,461.15		9/14/2026	Invoice

Total: 63 Selected: 1 Amount: 0.00 Balance: 0.00 Order: *Date

RECEIPT FORM OPTIONS

New Receipt for Demo Aspire - ACW - Stefanie Rosales

             Options: Defaults 

Receipt for Demo Aspire

Batch: **Customer:** **Date:** **Deposit Type:** **Reference:**

Entry #: **Receipt Type:** **Amount:**

Receipt
Source: ☐ On Hold
Description:
Deposit:

Location

General Ledger
GL Date: **Bank:**
GL Batch: **Discount:**
GL Entry: **Adjustment:**

Detail:       

Line	Command	Invoice	Invoice #	Invoice Type	Terms	Invoice Date	Due Date	Balance	Amount Available	Payment	Discount	Adjustment	Sales Tax

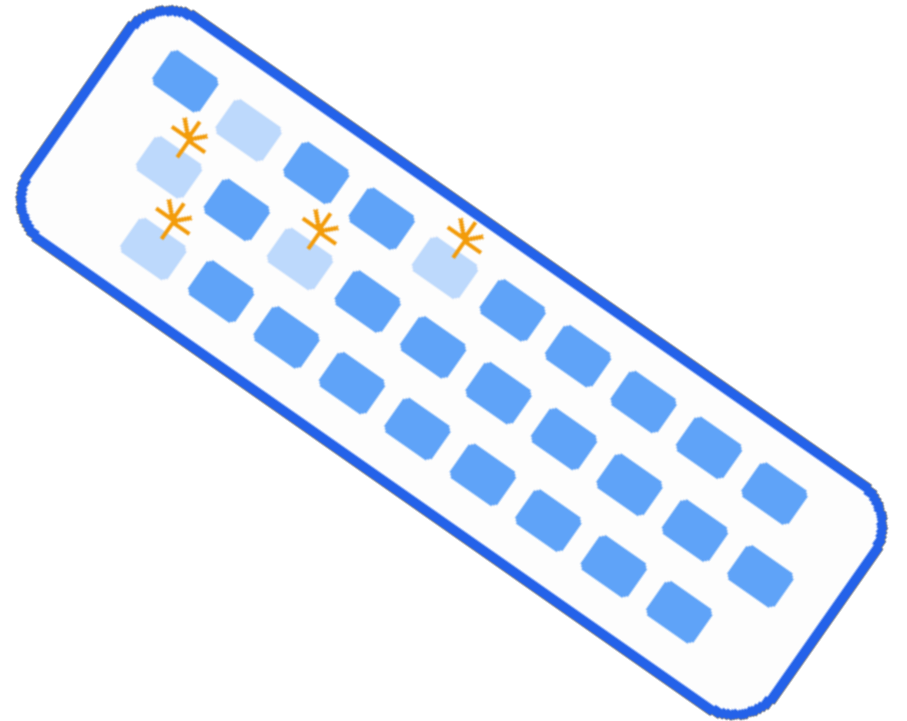
Totals:

Receipt Custom Other

New Hint: Choose the options to apply

KEYSTROKES

Shortcuts and tab stops
that save clicks.



- **Ctrl+N / Ctrl+E / Ctrl+R** = new / edit / read mode
- **Ctrl+S** = save the current record
- **F12** = saves current record and open a new record - built for batch entry
- **F10** = save and close the window
- **Shift+Ctrl+N** (in the HD view) = new record copying the highlighted one, like New Copy

- **F2** = opens the Account Expand dialog box (Sales account)
- **F3** = opens the lookup dialog on any reference field (Customer)
- **F4** = opens the selected record

- **Ctrl+B** = pay the balance of an unmerged invoice with an initial payment
- **Ctrl+T** = opens the Receipt Detail popup (AR Receipts)

- Find more short cuts in the back of your IA booklet

KEYSTROKES

- Description auto-fills from ARCode — blank it + Tab to restore if you override and regret it
- F2 = pop-out box for long descriptions

New AR Invoice for Demo Aspire - ACW - Stefanie Rosales

AR Invoice for Demo Aspire

Batch: AR Customer: Date: 9/17/2026 Amount: 0.00 Summary Type: Entry #: Invoice #: Balance: 0.00 Summary Invoice:

Invoice (Charge)
Source: Manual ☒ Print Invoice ☐ On Hold
Type: Invoice
PO #:
Description:
Location:
Salesperson:

Sales Tax
Origin: U.TX.LU88
Destination: U.TX.LU88
Source: Origin
Tax Entity: U.TX.LU88
Category:
Amount:
General Ledger
A/R Account:
GL Date: 9/17/2026
GL Batch: AR

Sales Tax Detail
Tax Entity Amount Account Memo
U 0.00
U.TX 0.00 2300-01-00000-A
U.TX.LU88 0.00 2300-01-00000-A

Payment Terms
Terms: Due: 9/17/2026
Basis: 0.00 Finance:

Detail:
Line ARCode Description Quantity Unit Price Amount Sales Account Sales Account Description EventAttr

Detail Totals: 0 0.00

Invoice Extra GL Other
New

Time Savers

- Recurring AR Invoices
- Mass Changer on New invoices
 - If you entered a stack of invoices with the wrong date.

Activity System (CustAct2)

Demo Aspire

Options: Personal

Filters: New Invoices X Lookup:

Batch - #	Customer Name	Merge #	Invoice #	Date	Amount	Balance	Description	Type
AR - 4	4-H Club of Lubbock		00542	9/19/2026	3,720.67	3,720.67	Catering Services	Invoice
AR - 5	Amped Recording Studios		00543	10/2/2026	801.82	801.82	Facility Rental	Invoice
AR - 6	Beautiful Bouquets		00544	10/31/2026	4,022.91	4,022.91	Specialty Cake	Invoice
AR - 7	Boys & Girls Club of Ame...		00545	10/25/2026	2,138.51	2,138.51	Bar Rental	Invoice
AR - 8	Caprock Community Center		00546	9/23/2026	1,132.26	1,132.26	Parking	Invoice
AR - 9	Compassionate Charities		00547	10/26/2026	181.35	181.35	Utilities	Invoice
AR - 10	LAFair Example - ZLM			10/29/2026	3,812.09	3,812.09	Delivery Fee (Local)	Invoice
AR - 11	Timothy Devault			10/2/2026	2,461.15	2,461.15	Security Fees	Invoice
AR - 12	Michelle Donaldson			9/18/2026	3,806.10	3,806.10	Finance Charge	Invoice
AR - 13	Frederick High School			11/1/2026	2,141.94	2,141.94	Concession Guarantee	Invoice
AR - 14	Gallerly Studios			9/27/2026	1,115.80	1,115.80	Finance Charge	Invoice
AR - 15	Gibson Innovations			9/24/2026	551.09	551.09	Karaoke Machine	Invoice
AR - 16	Hillside Surveyors			10/10/2026	4,595.32	4,595.32	Buffet Rental	Invoice
AR - 17	Andrea Jordan		00553	9/20/2026	3,964.30	3,964.30	Favors & Gift Bags	Invoice
AR - 18	Kids Unlimited Talent Ag...		00556	10/12/2026	476.36	476.36	Chair Rentals	Invoice
AR - 19	Lubbock Ladies Luncheon...		00557	10/28/2026	3,111.67	3,111.67	Food and Beverage Fee...	Invoice
AR - 20	Janet London		00558	10/24/2026	1,084.48	1,084.48	Misc Equipment	Invoice
AR - 21	Lubbock High School		00559	9/20/2026	3,323.25	3,323.25	Adjustment	Invoice
AR - 22	MediaMax Productions		00560	9/23/2026	4,283.82	4,283.82	Food and Beverage Fee...	Invoice
AR - 23	Gabrielle Ortiz		00561	10/12/2026	1,543.61	1,543.61	Buffet Rental	Invoice
AR - 24	Irma Ramirez		00562	9/28/2026	1,882.40	1,882.40	Misc Equipment	Invoice
AR - 25	Silhouette Studios		00563	10/30/2026	1,484.69	1,484.69	Deposit	Invoice
AR - 26	Sublime Studios		00564	10/26/2026	3,456.57	3,456.57	Advertising Fees	Invoice
AR - 27	Test Customer		00565	9/28/2026	2,338.19	2,338.19	Facility Rental	Invoice
AR - 28	Toys for Tots		00566	10/28/2026	3,456.40	3,456.40	Fees	Invoice
AR - 29	Ruby and David Vincent		00567	10/31/2026	1,791.75	1,791.75	Display Items	Invoice
AR - 30	Youth Alliance of Lubbock		00568	10/2/2026	4,117.92	4,117.92	Rentals	Invoice

Total: 63 Selected: 1 Amount: 0.00 Balance: 0.00 Order: >Date

Activity System (CustAct2)

Demo Aspire

Options: Personal

Filters: New Invoices X Lookup:

Batch - #	Invoice #	Customer Name	Description	Date	Amount	Balance	Merge #	Due Date
CP - 18	00539	Youth Alliance of Lubbock	Settlement Fall Semeste...	11/30/2026	0.00	0.00		12/10/2026
CP - 15	00533	Boys & Girls Club of America	Contract Payment	11/15/2026	3,601.00	3,601.00		11/15/2026
AR - 13	00551	Frederick High School	Concession Guarantee	11/1/2026	2,141.94	2,141.94		12/1/2026
AR - 6	00544	Beautiful Bouquets	Specialty Cake	10/31/2026	4,022.91	4,022.91		11/10/2026
AR - 10	00548	LAFair Example - ZLM	Delivery Fee (Local)	10/29/2026	3,812.09	3,812.09		10/29/2026
AR - 9	00547	Compassionate Charities		10/26/2026	181.35	181.35		11/25/2026
AR - 7	00545	Boys & Girls Club of America		10/25/2026	2,138.51	2,138.51		10/25/2026
AR - 63	00599	Gallerly Studios		9/30/2026	342.60	342.60		10/30/2026
AR - 61	00597	Irma Ramirez		9/28/2026	1,882.40	1,882.40		9/28/2026
AR - 62	00598	Test Customer		9/28/2026	2,338.19	2,338.19		10/8/2026
AR - 14	00552	Gallerly Studios		9/27/2026	1,115.80	1,115.80		10/27/2026
AR - 60	00596	Gallerly Studios		9/27/2026	1,614.83	1,614.83		10/27/2026
AR - 59	00595	Gallerly Studios		9/25/2026	2,119.95	2,119.95		10/25/2026
AR - 15	00553	Gibson Innovations	Karaoke Machine	9/24/2026	551.09	551.09		10/4/2026
AR - 57	00593	Gibson Innovations	Karaoke Machine	9/24/2026	551.09	551.09		10/4/2026
AR - 58	00594	Gallerly Studios	Dinnerware and Flatware	9/24/2026	235.60	235.60		10/24/2026
AR - 8	00546	Caprock Community Center	Parking	9/23/2026	1,132.26	1,132.26		10/24/2026
AR - 55	00591	Caprock Community Center	Parking	9/23/2026	1,132.26	1,132.26		10/23/2026
AR - 56	00592	MediaMax Productions	Food and Beverage Fee...	9/23/2026	4,283.82	4,283.82		10/23/2026
AR - 5	00543	Amped Recording Studios	Facility Rental	9/21/2026	801.82	801.82		10/21/2026
AR - 11	00549	Timothy Devault	Security Fees	9/21/2026	2,461.15	2,461.15		9/21/2026
AR - 16	00554	Hillside Surveyors	Buffet Rental	9/21/2026	4,595.32	4,595.32		10/1/2026
AR - 64	00600	Amped Recording Studios	Facility Rental	9/21/2026	801.82	801.82		10/21/2026
AR - 65	00601	Timothy Devault	Security Fees	9/21/2026	2,461.15	2,461.15		9/21/2026
AR - 66	00602	Youth Alliance of Lubbock	Cash Short/Over - Rentals	9/21/2026	4,117.92	4,117.92		10/1/2026

Total: 63 Selected: 1 Amount: 0.00 Balance: 0.00 Order: >Date

Activity System (CustAct2) Disconnect

Demo Aspire

- Administration
- General Ledger
- Bank Reconciliation
- Accounts Payable
- Accounts Receivable
 - Customers
 - Notes
 - Invoices
 - Summary Invoices
 - Receipts
 - Deposits
 - Statements
 - Reports
- Setup
- Contracts Processing
- Fixed Assets
- Payroll / Human Resources
- Purchasing
- Sales and Service

Demo Implementation

Demo Aspire

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▼ Action Lists

- AR - Aged Receivables
- AR - Analysis Reports
- AR - Collections
- AR - Month End
- AR - Receipt Activity
- AR - Recent Activity
- Process AP
- Process AR
- Process Payroll

> External Links

AR - Aged Receivables

- Outstanding Credit: \$0.00 (0 invoices)
- Not Yet Due: \$106,268.76 (50 invoices)
- Current Due: \$54,858.95 (19 invoices)
- Past Due:
 - Over 30: \$9,345.19 (5 invoices)
 - Over 60: \$18,474.49 (8 invoices)
 - Over 90: \$866.00 (1 invoices)
 - Over 120: \$164,720.84 (65 invoices)

AR - Analysis Reports

- Aged Invoice Analysis
- Customer Sales Analysis
- AR Invoice Payment Analysis

AR - Recent Activity

Invoices

- Unmerged: \$391,685.78 (63 invoices)
- Created Today: \$0.00 (0 invoices)
- Dated This Week: \$32,042.08 (15 invoices)
- Ready to Print/Email: \$229,280.13 (91 invoices)

Receipts

- Unmerged: \$263,120.24 (15 receipts)
- Created Today: \$0.00 (0 receipts)



DASHBOARD GADGETS

Review and process you AR from your dashboard.

DATA ENTRY IMPROVEMENTS & BEST PRACTICES

ActivityHD Explorer - Dashboard for Demo Aspire - ACW - Stefanie Rosales

Activity System (CustAct2)

Demo Aspire

- Administration
- General Ledger
- Bank Reconciliation
- Accounts Payable
- Accounts Receivable
 - Customers
 - Notes
 - Invoices
 - Summary Invoices
 - Receipts
 - Deposits
 - Statements
 - Reports
- Setup
- Contracts Processing
 - Contracts
 - Work Orders
 - Settlements
 - Reports
- Setup
- Fixed Assets
- Payroll / Human Resources
- Purchasing
- Sales and Service
- Demo Implementation

Demo Aspire

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▼ Action Lists

- AR - Aged Receivables
- AR - Analysis Reports
- AR - Collections
- AR - Month End
- AR - Receipt Activity
- AR - Recent Activity
- Process AP
- Process AR
- Process Payroll

> External Links

AR - Recent Activity

Invoices

- Unmerged: \$390,155.12 (63 invoices)
- Created Today: \$319.34 (2 invoices)
- Dated This Week: \$32,042.08 (15 invoices)
- Ready to Print/Email: \$229,280.13 (92 invoices)

Receipts

- Unmerged: \$264,604.93 (16 receipts)
- Created Today: \$2,296.57 (2 receipts)
- Dated This Week: \$5,662.57 (4 receipts)

Deposits

- Unlocked: \$292,070.34 (28 deposits)
- Dated Today: \$2,296.57 (1 deposits)
- \$5,662.57 (3 deposits)

AR

Rec

604.93 (16 receipts)

2,296.57 (2 receipts)

Dated This week: \$5,662.57 (4 receipts)

AR - Analysis Reports

- Aged Invoice Analysis
- Customer Sales Analysis
- AR Invoice Payment Analysis

AR - Aged Receivables

- Outstanding Credit: \$0.00 (0 invoices)
- Not Yet Due: \$106,588.10 (51 invoices)
- Current Due: \$54,047.07 (18 invoices)
- Past Due:
 - Over 30: \$4,674.86 (4 invoices)
 - Over 60: \$21,660.13 (8 invoices)
 - Over 90: \$866.00 (1 invoices)
 - Over 120: \$162,870.84 (64 invoices)



KEY TAKEAWAY

Using Form Options, keystrokes and AR workflow Dashboard Gadgets can really help make data entry more efficient.

Reporting & Visibility

Aged Invoice Analysis

"Current Aging" and "Reconcile to General Ledger"

The screenshot shows the 'Current AR Aging' report configuration interface. The 'Answers' dropdown is set to 'Current AR Aging'. The 'Options' tab is selected, showing various report settings. The 'Report Invoices By' section has 'Payment Customer' selected. The 'Aging Basis' section has 'Due Date' selected. The 'Report Customers By' section has 'Code' selected. The 'Invoice Balance' section has 'Current Balance' selected. The 'Aging Categories' section has 'Past Due and Current' selected. The 'Outstanding Credits' section has 'Include Outstanding Credits' checked. The 'Report Summary Invoices' checkbox is unchecked. The 'Include Unmerged Invoices and Receipts not on Hold' checkbox is checked. The 'Include Invoice Information' checkbox is checked. The 'Include Percentages' checkbox is checked. The 'Include Report Options' checkbox is checked. The 'Report Date' is set to 9/17/2026. The 'Current' date range is 8/18/2026 to 9/17/2026. The 'Over 30' date range is 7/19/2026 to 8/17/2026. The 'Over 60' date range is 6/19/2026 to 7/18/2026. The 'Over 90' date range is 5/20/2026 to 6/18/2026.

Report Invoices By
☒ Payment Customer
☐ Invoice Customer

Aging Basis
☒ Due Date
☐ Invoice Date

Report Customers By
☒ Code
☐ Name

Invoice Balance
☒ Current Balance
☐ Historical by Invoice Date
☐ Historical by GL Date

Aging Categories
☐ Past Due Only
☒ Past Due and Current
☐ All Invoices

Outstanding Credits
☒ Include Outstanding Credits
☐ Apply to Oldest Invoices

☐ Report Summary Invoices
☒ Include Unmerged Invoices and Receipts not on Hold

☒ Include Invoice Information
☒ Include Percentages
☒ Include Report Options

Report Date: 9/17/2026

Current: 8/18/2026 to 9/17/2026

Over 30: 7/19/2026 to 8/17/2026

Over 60: 6/19/2026 to 7/18/2026

Over 90: 5/20/2026 to 6/18/2026

The screenshot shows the 'Reconcile to General Ledger' report configuration interface. The 'Answers' dropdown is set to 'Reconcile to General Ledger'. The 'Options' tab is selected, showing various report settings. The 'Report Invoices By' section has 'Payment Customer' selected. The 'Aging Basis' section has 'Due Date' selected. The 'Report Customers By' section has 'Code' selected. The 'Invoice Balance' section has 'Historical by GL Date' selected. The 'Aging Categories' section has 'All Invoices' selected. The 'Outstanding Credits' section has 'Include Outstanding Credits' checked. The 'Report Summary Invoices' checkbox is unchecked. The 'Include Unmerged Invoices and Receipts not on Hold' checkbox is unchecked. The 'Include Invoice Information' checkbox is unchecked. The 'Include Percentages' checkbox is unchecked. The 'Include Report Options' checkbox is checked. The 'Report Date' is set to 8/31/2026. The 'Current' date range is 8/1/2026 to 8/31/2026. The 'Over 30' date range is 7/2/2026 to 7/31/2026. The 'Over 60' date range is 6/2/2026 to 7/1/2026. The 'Over 90' date range is 5/3/2026 to 6/1/2026.

Report Invoices By
☒ Payment Customer
☐ Invoice Customer

Aging Basis
☒ Due Date
☐ Invoice Date

Report Customers By
☒ Code
☐ Name

Invoice Balance
☐ Current Balance
☐ Historical by Invoice Date
☒ Historical by GL Date

Aging Categories
☐ Past Due Only
☐ Past Due and Current
☒ All Invoices

Outstanding Credits
☒ Include Outstanding Credits
☐ Apply to Oldest Invoices

☐ Report Summary Invoices
☐ Include Unmerged Invoices and Receipts not on Hold

☐ Include Invoice Information
☐ Include Percentages
☒ Include Report Options

Report Date: 8/31/2026

Current: 8/1/2026 to 8/31/2026

Over 30: 7/2/2026 to 7/31/2026

Over 60: 6/2/2026 to 7/1/2026

Over 90: 5/3/2026 to 6/1/2026

CURRENT AGING VS RECONCILE TO GL

AR Aged Invoice Analysis

Current Balances

Current AR Aging

Demo Implementation
ACW - Stefanie Rosales

Thursday, September 17, 2026 11:55:21AM
Page 1

Invoice Number	Due Date	Terms	Balance	Current 8/18/2026 9/17/2026	Over 30 7/19/2026 8/17/2026	Over 60 6/19/2026 7/18/2026	Over 90 5/20/2026 6/18/2026	Over 120 Up to 5/19/2026
4HLubb (4-H Club of Lubbock)			Phone: 806-753-8910 Last Pymt: 8/20/2025 1,500.00					
00433	2/27/2025	Net30	3,611.83					3,611.83
00612	4/10/2025		882.50					882.50
00613	4/10/2025		850.00					850.00
00655	7/1/2025		500.00					500.00
00377	8/6/2025	Net30	3,750.18					3,750.18
00658	9/19/2025	Net30	522.50					522.50
4HLubb Totals:			10,117.01	0.00	0.00	0.00	0.00	10,117.01
6 Invoices								100.00 %
Alexander (Alexander Alliance, Inc.)			Phone: 800-415-2897 Last Pymt: 12/5/2024 0.00					
00623	8/1/2025	Net10	541.25					541.25
Alexander Totals:			541.25	0.00	0.00	0.00	0.00	541.25
1 Invoice								100.00 %
Amped (Amped Recording Studios)			Phone: 972-515-0808 Last Pymt: 6/17/2025 568.31					
FC0041	9/30/2014	UponRec	23.77					23.77
ConvTest	4/6/2024	Net30	550.00					550.00
Amped Totals:			526.23	0.00	0.00	0.00	0.00	526.23
2 Invoices								100.00 %
Anderson (Anderson Architects, Inc.)			Phone: 806-665-4969 Last Pymt: 8/20/2024 2,706.25					
00039	3/14/2025	Net10	12,098.34					12,098.34
00129	4/3/2025	Net10	4,730.84					4,730.84
00014	4/19/2025	Net10	16,079.89					16,079.89
00624	8/1/2025	Net10	1,299.00					1,299.00
Anderson Totals:			34,208.07	0.00	0.00	0.00	0.00	34,208.07

AR Aged Invoice Analysis

Balances as of 8/31/2026
by GL Date

Reconcile to General Ledger

Demo Implementation
ACW - Stefanie Rosales

Monday, September 21, 2026 10:57:22AM
Page 1

	Balance	Current 8/1/2026 and Beyond	Over 30 7/2/2026 7/31/2026	Over 60 6/2/2026 7/1/2026	Over 90 5/3/2026 6/1/2026	Over 120 Up to 5/2/2026
Receivables: 1200-00-A						
*4HLubb	11,617.01	0.00	0.00	0.00	0.00	11,617.01
*Alexander	615.71	0.00	0.00	0.00	0.00	615.71
Amped	526.23	0.00	0.00	0.00	0.00	526.23
Anderson	34,208.07	0.00	0.00	0.00	0.00	34,208.07
Arlington	12,638.76	0.00	0.00	0.00	0.00	12,638.76
*ArtInst	23,301.17	0.00	0.00	0.00	0.00	23,301.17
Ashford	6,231.45	0.00	0.00	0.00	0.00	6,231.45
Avenue	53,903.30	0.00	0.00	0.00	0.00	53,903.30
Barker	22,711.08	0.00	0.00	0.00	0.00	22,711.08
Barnes	0.00	0.00	0.00	0.00	0.00	0.00
Beautiful	5,854.80	0.00	0.00	0.00	0.00	5,854.80
Boston	13,250.66	0.00	0.00	0.00	0.00	13,250.66
Boys&Girls	155,608.14	0.00	0.00	0.00	0.00	155,608.14
Brewer	0.00	0.00	0.00	0.00	0.00	0.00
Bryant	8,787.52	0.00	0.00	0.00	0.00	8,787.52
Caprock	873.50	0.00	0.00	0.00	0.00	873.50
CarterDelany	24.71	0.00	0.00	0.00	0.00	24.71
Compassionate	2,500.00	0.00	0.00	0.00	0.00	2,500.00
Connor	7,540.40	0.00	0.00	0.00	0.00	7,540.40
Crowell	10,310.99	0.00	0.00	0.00	0.00	10,310.99

Sales Analysis Report

Sales Analysis for Demo Implementation - ACW - Stefanie Rosales

 Preview Print Email Export

Answers: ARCodes This Year

Selection Options **Sorting** Output

Available Sort Options

- AcctCategory Code (Rollup)
- AcctCategory Code-Description (Rollup)
- AcctCategory Code-Description by Sort Order (Rollup)
- AcctCategory Description-Code (Rollup)
- AcctCategory Description-Code by Sort Order (Rollup)
- AcctType Code (Rollup)
- AcctType Code-Description (Rollup)
- AcctType Code-Description by Sort Order (Rollup)
- AcctType Description-Code (Rollup)
- AcctType Description-Code by Sort Order (Rollup)
- Amount
- ARCode Description
- BalSheet Code (Rollup)
- BalSheet Code-Description (Rollup)
- BalSheet Code-Description by Sort Order (Rollup)
- BalSheet Description-Code (Rollup)
- BalSheet Description-Code by Sort Order (Rollup)
- BSBrief Code (Rollup)
- BSBrief Code-Description (Rollup)

Assigned Sort Options

ARCode

Page Break Level: (none)

Subtotal Level: (none)

SALES ANALYSIS REPORT

ARCode Sales Analysis

ARCodes This Year
1/1/2026 through 9/17/2026

Demo Implementation
ACW - Stefanie Rosales

Thursday, September 17, 2026 11:51:05AM
Page 1

Invoice Date	Invoice #	ARCode	Customer	Salesperson	Quantity	Amount
2/1/2026	00676	Bar	Arlington	Sanchez	1	250.00
2/1/2026	00676	Buffet	Arlington	Sanchez	3	750.00
5/7/2026	00677	Buffet	Concessions		1	625.00
2/1/2026	00676	Cake	Arlington	Sanchez	1	158.97
2/1/2026	00676	Catering	Arlington	Sanchez	1	850.00
2/1/2026	00676	Chair	Arlington	Sanchez	300	885.00
5/2/2026	00675	Chair	Ramirez	Sanchez	1	300.00
2/1/2026	00676	Cleaning	Arlington	Sanchez	1	350.00
2/1/2026	00676	CommTax	Arlington	Sanchez	1	3,658.97
2/1/2026	00676	Concession	Arlington	Sanchez	1	75.00
2/1/2026	00676	Decor	Arlington	Sanchez	1	202.15
1/15/2026	00670	DefInc	Ramirez	Sanchez	1	1,850.00
3/2/2026	00671	DefInc	Ramirez	Sanchez	1	1,207.50
5/2/2026	00675	DefInc	Ramirez	Sanchez	-1	1,207.50-
5/2/2026	00675	DefInc	Ramirez	Sanchez	-1	1,850.00-
2/1/2026	00676	Dinnerware	Arlington	Sanchez	1	275.00
2/1/2026	00676	Entertainment	Arlington	Sanchez	1	1,015.40
5/2/2026	00675	Equip	Ramirez	Sanchez	1	75.00
5/2/2026	00675	Equip	Ramirez	Sanchez	1	115.00
2/1/2026	00676	Facility	Arlington	Sanchez	1	500.00
5/2/2026	00675	Facility	Ramirez	Sanchez	1	1,850.00
5/7/2026	00677	Fair Food	Concessions		1	150.00
2/1/2026	00676	Favors	Arlington	Sanchez	350	1,032.50
2/1/2026	00676	Gazebo	Arlington	Sanchez	1	175.00
2/1/2026	00676	Karaoke	Arlington	Sanchez	1	75.00
2/1/2026	00676	Lighting	Arlington	Sanchez	1	250.00
2/1/2026	00676	Linens	Arlington	Sanchez	1	302.57
5/7/2026	05072026	Misc	Paramount	Straton	1	1,200.00
2/1/2026	00676	Photo	Arlington	Sanchez	1	602.95
2/1/2026	00676	Security	Arlington	Sanchez	4	680.00
5/2/2026	00675	Security	Ramirez	Sanchez	1	450.00
5/2/2026	00675	Staff	Ramirez	Sanchez	1	127.50
2/1/2026	00676	Table	Arlington	Sanchez	65	380.25
5/2/2026	00675	Table	Ramirez	Sanchez	1	250.00
2/1/2026	00676	Tent	Arlington	Sanchez	1	170.00
Grand Totals:					748	17,781.26

Customer Sales Analysis

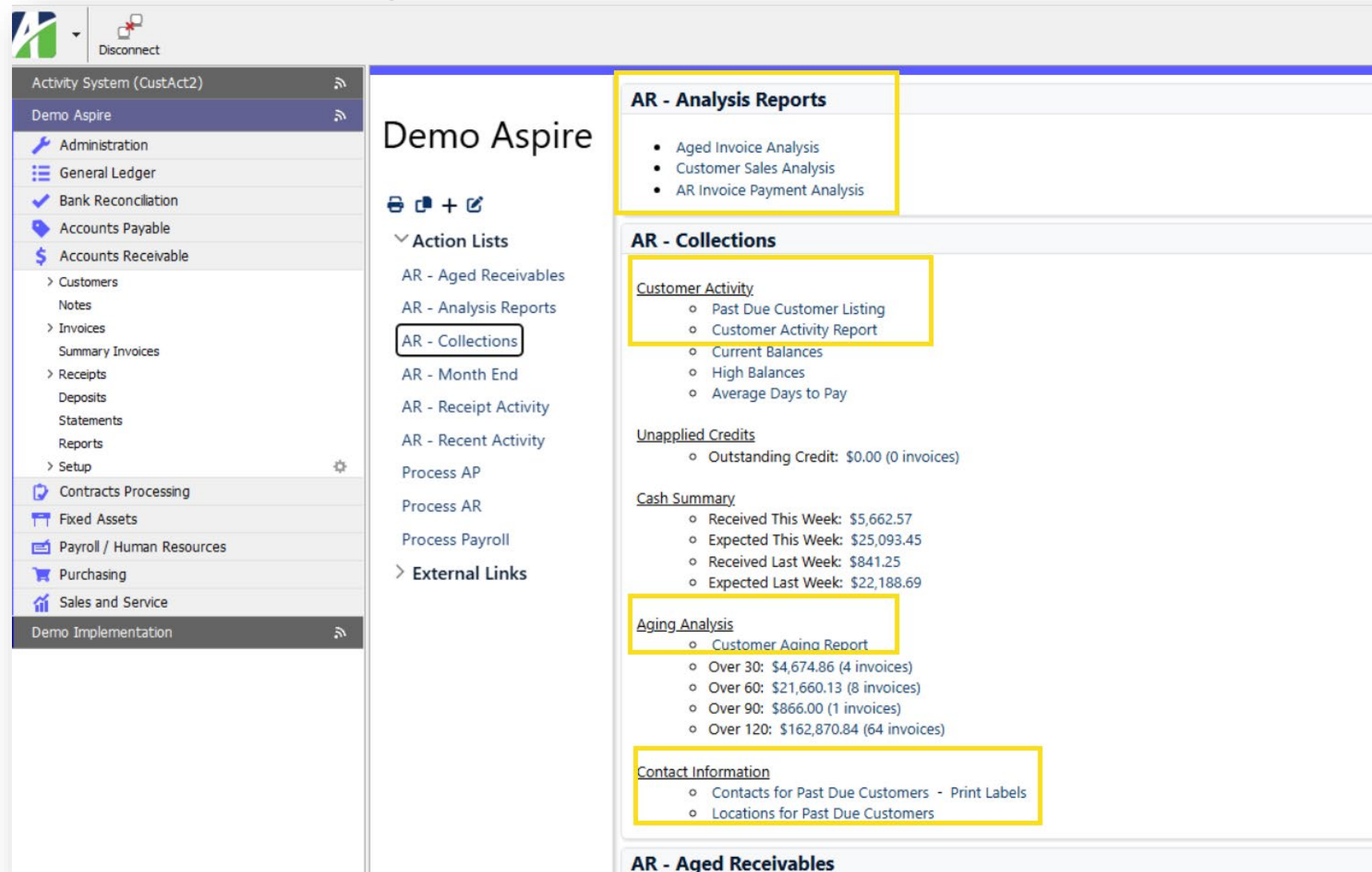
Customer Sales Analysis

Demo Implementation
ACW - Stefanie Rosales

Thursday, September 17, 2026 11:50:15AM
Page 2

Invoice Date	Invoice #	ARCode	Customer	Salesperson	Quantity	Amount
Customer: 4HLubb (4-H Club of Lubbock) (continued)						
8/20/2025	00658	DefInc	4HLubb	Barnfield	-1	882.50-
8/20/2025	00658	DefInc	4HLubb	Barnfield	-1	1,850.00-
8/20/2025	00658	Equip	4HLubb	Barnfield	1	75.00
8/20/2025	00658	Facility	4HLubb	Barnfield	1	1,850.00
8/20/2025	00658	Facility	4HLubb	Barnfield	1	1,850.00
8/20/2025	00658	Security	4HLubb	Barnfield	1	450.00
8/20/2025	00658	Staff	4HLubb	Barnfield	1	120.00
8/20/2025	00658	Table	4HLubb	Barnfield	1	180.00
4HLubb (4-H Club of Lubbock) Totals					2,515	16,359.97
Customer: Alexander (Alexander Alliance, Inc.)						
6/20/2023	00532	ConcGuar	Alexander	Sanchez	1	5,000.00
6/20/2023	00533	DefInc	Alexander	Sanchez	1	902.50
7/6/2023	00534	DefInc	Alexander	Sanchez	-1	902.50-
7/6/2023	00534	Utilities	Alexander	Sanchez	1	902.50
1/12/2024	CR0015	Writeoff	Alexander	Sanchez	-1	833.72-
2/22/2024	00537	Facility	Alexander	Sanchez	1	1,500.00
2/23/2024	00539	Arbors	Alexander	Sanchez	1	76.00
2/23/2024	00539	Chair	Alexander	Sanchez	1	785.00
8/10/2024	REF00117	Florist	Alexander	Sanchez	1	750.00
11/5/2024	00577	Florist	Alexander	Sanchez	1	650.00
11/5/2024	REF00115	Florist	Alexander	Sanchez	1	500.00
11/5/2024	REF00116	Refund	Alexander	Sanchez	-1	703.63-
12/5/2024	CR0021	Writeoff	Alexander	Sanchez	-1	68.79-
12/5/2024	Write Off	Writeoff	Alexander	Sanchez	-1	750.01-
7/22/2025	00623	48600	Alexander	Sanchez	1	500.00
Alexander (Alexander Alliance, Inc.) Totals					5	8,307.35
Customer: Alton (Walter Alton)						
6/12/2014	00260	Bar	Alton	Barnfield	2	170.00
6/12/2014	00260	Buffet	Alton	Barnfield	5	425.00
6/12/2014	00260	Cake	Alton	Barnfield	1	697.85
6/12/2014	00260	Catering	Alton	Barnfield	1	395.00
6/12/2014	00260	Chair	Alton	Barnfield	575	1,121.25

Dashboards & Reporting



The screenshot displays the 'Demo Aspire' software interface, specifically the 'Reporting & Visibility' dashboard. The interface is divided into several sections:

- Left Sidebar:** Contains navigation options including 'Activity System (CustAct2)', 'Demo Aspire', and various modules like 'Administration', 'General Ledger', 'Bank Reconciliation', 'Accounts Payable', 'Accounts Receivable', 'Contracts Processing', 'Fixed Assets', 'Payroll / Human Resources', 'Purchasing', 'Sales and Service', and 'Demo Implementation'.
- Central Header:** Displays 'Demo Aspire' with a 'Disconnect' button and a list of 'Action Lists' including 'AR - Aged Receivables', 'AR - Analysis Reports', 'AR - Collections', 'AR - Month End', 'AR - Receipt Activity', 'AR - Recent Activity', 'Process AP', 'Process AR', 'Process Payroll', and 'External Links'.
- Main Content Area:**
 - AR - Analysis Reports:** Includes 'Aged Invoice Analysis', 'Customer Sales Analysis', and 'AR Invoice Payment Analysis'.
 - AR - Collections:**
 - Customer Activity:** Includes 'Past Due Customer Listing', 'Customer Activity Report', 'Current Balances', 'High Balances', and 'Average Days to Pay'.
 - Unapplied Credits:** Shows 'Outstanding Credit: \$0.00 (0 invoices)'.
 - Cash Summary:** Includes 'Received This Week: \$5,662.57', 'Expected This Week: \$25,093.45', 'Received Last Week: \$841.25', and 'Expected Last Week: \$22,188.69'.
 - Aging Analysis:** Includes 'Customer Aging Report' and a breakdown of aging by period (Over 30, Over 60, Over 90, Over 120).
 - Contact Information:** Includes 'Contacts for Past Due Customers - Print Labels' and 'Locations for Past Due Customers'.
 - AR - Aged Receivables:** (Partially visible at the bottom)



KEY TAKEAWAY

Built-in reports put the right data in the right hands.

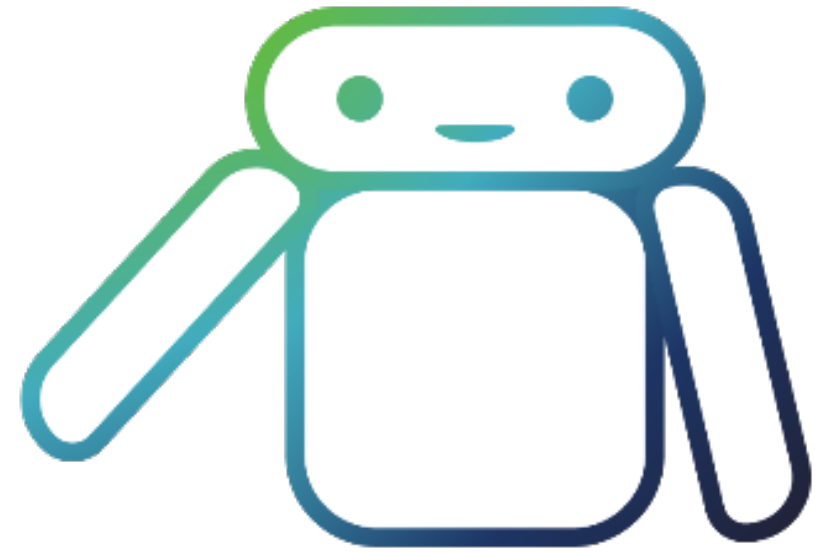
AR Integrations

POLL

Raise your hand if you are using
a third-party billing system.

Current 3rd Party Integrations

- Etix
- Patron Manager
- Toast
- Jackrabbit
- Stripe
- Tessitura
- ShoWorks





\$ Accounts Receivable

- Customers
 - Contacts
 - Locations
 - Notes
- Invoices
- Summary Invoices
- Receipts
- Deposits
- Statements
- Reports

Delete Report Merge Validate GL Print Summarize Post to AP Tessitura Void Bots

AR Invoices for Demo Aspire

Post to AP Void Bots

- Test

Etix Import
Toast Daily Sales Import

Options: Defaults

AR Invoice for Demo Aspire

Batch: Etix **Customer:** Etix **Date:** 9/1/2026 **Amount:** 125,334.33 **Summary Type:**
Entry #: 1 **Invoice #:** 61952 **Balance:** 0.00 **Summary Invoice:**

Invoice (Charge)

Source: Manual ☒ Print Invoice ☐ On Hold

Type: Charge Etix

PO #:

Description:

Location:

Salesperson:

Sales Tax

Destination: U.TX.LUBB

Category: Non

Amount: 0.00

General Ledger

A/R Account: 1200-01-00000-A

GL Date: 9/1/2026

GL Batch: Etix

Attributes

EventAttr:

Booth:

Year:

Payment Terms

Terms: **Due:** 9/1/2026

Basis: 0.00 **Finance:**

Discounts:

Line	Date	Percent	Amount	Memo
------	------	---------	--------	------

Detail:

Line	ARCode	Description	Amount	Tax Category	Taxable?	Sales Account	Sales Account Description	EventAttr	Memo
1	Etix	Etix	334.33	Non	☐	1341-01-00000-A	Pledges A/R Sponsorship		
2	Etix	Etix	125,000.00	Non	☐	1340-01-00000-A	Pledges A/R Individual Cor		
Detail Totals:			125,334.33		0.00				

Initial Payment(s):

Line	Receipt Dat	Deposit Type	Receipt Type	Reference	Payment	Description	Receipt
1	9/1/2026	TessCk	Tess	090126	125,334.33		Etix - 1
Initial Payment Totals:					125,334.33		

Invoice Extra GL Receipt Detail Receipts Notes Attachments Change Logs Other

Edit



KEY TAKEAWAY

ActivityHD integrates directly with trusted third-party systems. If you are using a system and wondering whether it can connect to AHD, we'd love to talk to you and see what's possible.

Thank You!

CONNECT WITH OUR SPEAKERS AT [ACCOUNTINGWARE.COM/AGENDA](https://accountingware.com/agenda)