

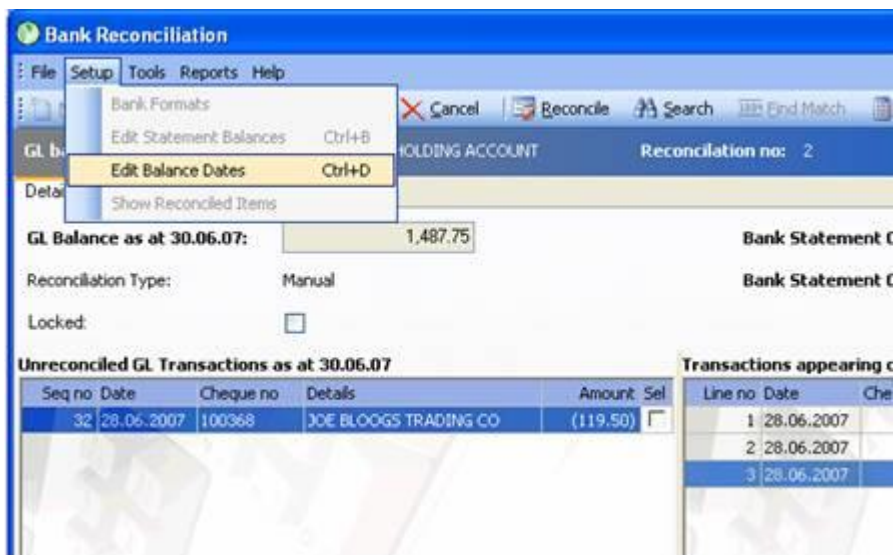
# Exonet Tips and Tricks #10

Missing transactions in your Bank Reconciliation?

If you are missing transactions in your Bank Reconciliation first check that all of the Debtor and Creditor Transactions have been posted though to your General Ledger (UTILITIES > POST TO GL > EXTRACT).

If all transactions have been posted, then it is likely that the missing transaction(s) has been dated after your Bank Reconciliation Closing Date.

To change the Closing Date of your Bank Reconciliation, click the EDIT RECONCILIATION button and then SETUP > EDIT BALANCE DATES.



You will be prompted to enter the new Closing Dates, enter the new date to include the missing transaction date and then click OK.