



## checks



# Table of Contents

checks ..... i



Click **Checks** to expand the section, and view any checks associated with the selected group code.

The following check information is displayed and can be modified:

- **Freq**
- **Micr**
- **Check Nbr**
- **Amount**
- **Date**
- **Payee Nbr**
- **Payee Name**

By default, the results are sorted in ascending order by check number. You can click a column heading to sort the data in ascending or descending order.

- ▲ - indicates that the column is sorted in ascending order
- ▼ - indicates that the column is sorted in descending order