



## Pagination



## Table of Contents



## Pagination

Depending on the page, approximately 30 rows of data is displayed, or can be viewed with the use of the scroll bar. If the data exceeds the number of rows that can be displayed on the page, the page numbers are displayed on the bottom-left side of the page.

Delete	Fund/ Fiscal year	Fund Type
	180 / 8	G - General operating
	180 / 9	G - General operating
	197 / 8	G - General operating
	199 / 7	G - General operating
	199 / 8	G - General operating
	199 / 9	G - General operating
	206 / 8	S - Special revenue
	206 / 9	S - Special revenue
	209 / 8	S - Special revenue
	209 / 9	S - Special revenue
	210 / 8	S - Special revenue
	211 / 7	S - Special revenue
	211 / 8	S - Special revenue
	211 / 9	S - Special revenue
	212 / 8	S - Special revenue
	224 / 8	S - Special revenue
	224 / 9	S - Special revenue
	225 / 8	S - Special revenue
	240 / 8	S - Special revenue
	240 / 9	S - Special revenue
	/	

First < > Last

1: 180 / 8 - 240 / 9 / 3

1: 180 / 8 - 240 / 9  
2: 242 / 8 - 699 / 9  
3: 863 / 8 - 902 / 8



You can view and select which pages to display from the drop down. Or, you can click the arrow icons on either side of the page numbers to move between pages.

The pagination feature on some pages includes the range of data per page. In this example, the **Checks** section is sorted by the **Check Nbr** so the check number range on the page is listed for page 1 and so on.

Maintenance > Bank Transactions      SessionTimer: 52

Create Transactions      Transaction Maintenance

Group Code: 4777 - Payroll fund      Save      Reset

► Cash Receipts

Checks

Delete	Freq	MICR	Check Nbr	Amount	Date	Payee Nbr	Payee Name
trash			000222	30,012.75	12-15-2017	07002	MARIAN
trash	5		099622	131.19	01-09-2015	006208	STOOPS
trash	5		099623	55.41	01-09-2015	004664	OLSON,
trash	5		099626	838.77	01-09-2015	002137	FUNDING
trash	5		099627	228.05	01-09-2015	006098	SOLIS, S
trash	5		099628	704.02	01-09-2015	005483	RODRIG
trash	5		099629	649.32	01-09-2015	005712	SALDAN
trash	5		099630	48.75	01-09-2015	005407	ROBINS
trash	5		099631	33.75	01-09-2015	005839	SANDOV
trash	5		099632	65.83	01-09-2015	005928	SERENIL
trash	5		099633	58.13	01-09-2015	005929	SERNA,
trash	5		099634	92.17	01-09-2015	005450	RODRIG
trash	5		099635	1,085.59	01-09-2015	002247	GARCIA,
trash	5		099636	644.59	01-09-2015	006157	SPEARS
trash	5		099637	32.32	01-09-2015	000915	CANTU,

1 : 000222 - 099637      / 432

Journal View

1 : 000222 - 099637  
2 : 099638 - 099652  
3 : 099653 - 099667  
4 : 099668 - 099682  
5 : 099683 - 099697  
6 : 099698 - 099712  
7 : 099713 - 099727  
8 : 099728 - 099742  
9 : 099743 - 099757  
10 : 099758 - 099772  
11 : 099773 - 099790  
12 : 099791 - 099805  
13 : 099806 - 099820  
14 : 099821 - 099835  
15 : 099836 - 099868  
16 : 099869 - 099883  
17 : 099884 - 099898  
18 : 099899 - 099913  
19 : 099914 - 099928  
20 : 099929 - 099943

If the **Amount** column was sorted, the range of amounts would be listed in the pagination.

For inquiries and reports that have multiple pages, you can navigate between pages by using the arrows at the top of the report. Review the report using the following arrow buttons:

### Review the report using the following buttons:

Click **First** to go to the first page of the report.

Click **◀** to go back one page.

Click **▶** to go forward one page.

Click **Last** to go to the last page of the report.

### The report can be viewed and saved in various file formats.

Click **PDF** to save and print the report in PDF format.

Click **CSV** to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.

Click **X** to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.





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