Check Order Documentation

Version 1.0

Prepared by

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Overview

Module: account_check_order

Description
This module is designed to be installed in association with the account_check_writing module. It adds an Order Checks and Supplies menu to two locations in OpenERP:

- Accounting >>> Configuration >>> Miscellaneous >>> Order Checks and Supplies
- From a Journal Form View

It will enable users to order affordable checks that work with the official OpenERP Check format defined in the account_check_writing module from www.open-supplies.com. The three checks supports are top, middle, or bottom voucher checks.

Open-Supplies.com has a mission to be the defacto resource for supporting the purchase of checks and business supplies for the Open Source community. This includes giving OpenERP customers an affordable resource to order:

- **Preprinted voucher checks** – checks that have a preprinted check number on them.
- **Blank voucher checks** – check that do not have a preprinted check number on them. If configured OpenERP will print the check number on the check at time of printing (if configured correctly)
- **Other business supplies.**

In addition, open-supplies.com contributes a portion of its sales and to the further development of OpenERP and other open source applications.

NOTE: We recommend some clients purchase checks in a "reverse collate" order – so the highest numbered checks are on the top. Users will not have to reorder the checks so they print in the right numerical order, which is necessary on "most" printers in the market.
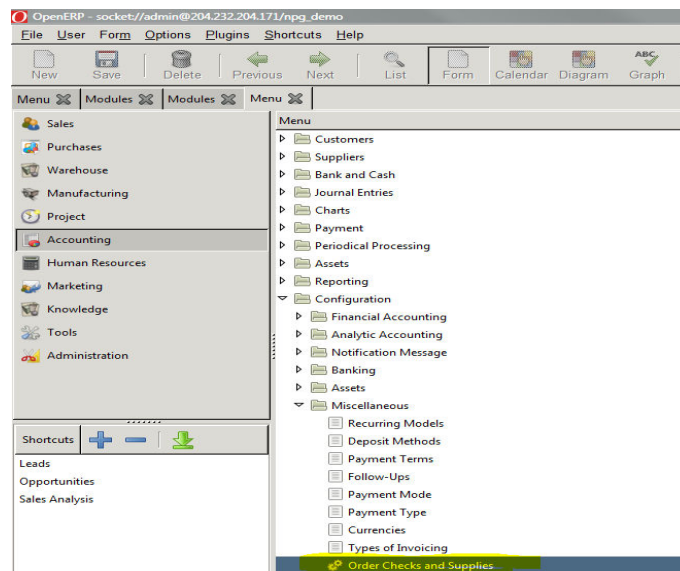
Instructions

Install the module per normal module installation methods.

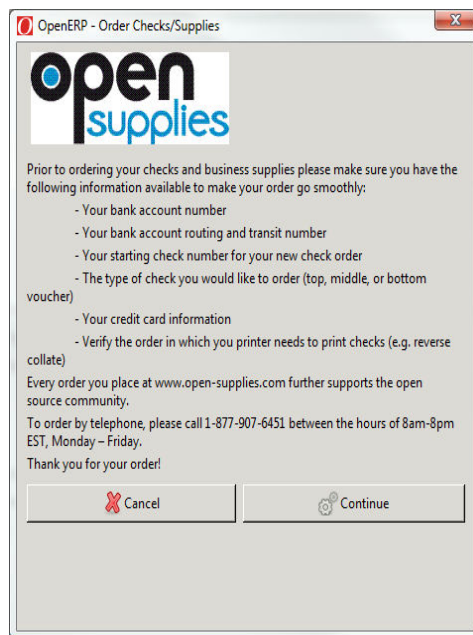The new Order Checks and Supplies Menu can be found in two locations:

- As a Wizard launch-able from a Journals Form.
- On a separate menu in the Accounting >>> Configuration >>> Administration >>> Order Checks and Supplies

Navigate to the Order Checks and Supplies Menu.

Click Order Checks and Supplies.

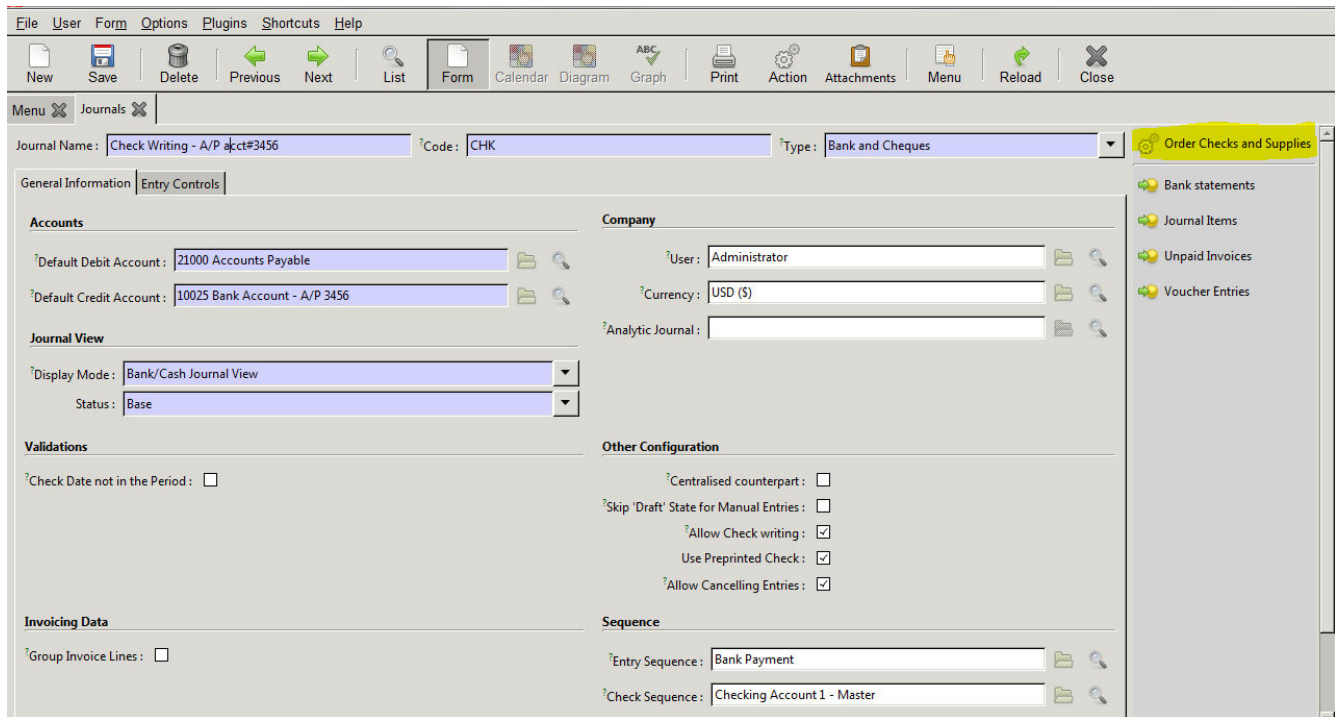The Open-Supplies Splash Screen is then displayed.
Click Continue or Cancel.

Press Continue – your default browser will be launched and the Open Supplies Website is displayed.
http://www.open-supplies.com/

View of a Journals Form

Order Checks and Supplies may also be launched from a Journal Form view.

Click the Order Checks and Supplies wizard on the right (highlighted in yellow)

Additional Questions

Q: Can we order checks through a call center in addition to online?
A: Yes. Companies can also call Open-Supplies Toll free call center at 1-877-907-6451. Hours are 8am-8pm EST, Monday-Friday.

Q: How do we contact the author of this module?
A: This module was created by NovaPoint Group LLC (www.novapointgroup.com) for Open Supplies. You can reach them by emailing info@novapointgroup.com.

Q: What are the typical savings by ordering through Open Supplies versus other suppliers?
A: Open Supplies has benchmarked prices in the market and set its pricing to be extremely competitive. For example, ordering 250 voucher checks through Open Supplies may save companies up to 66% versus competitors.