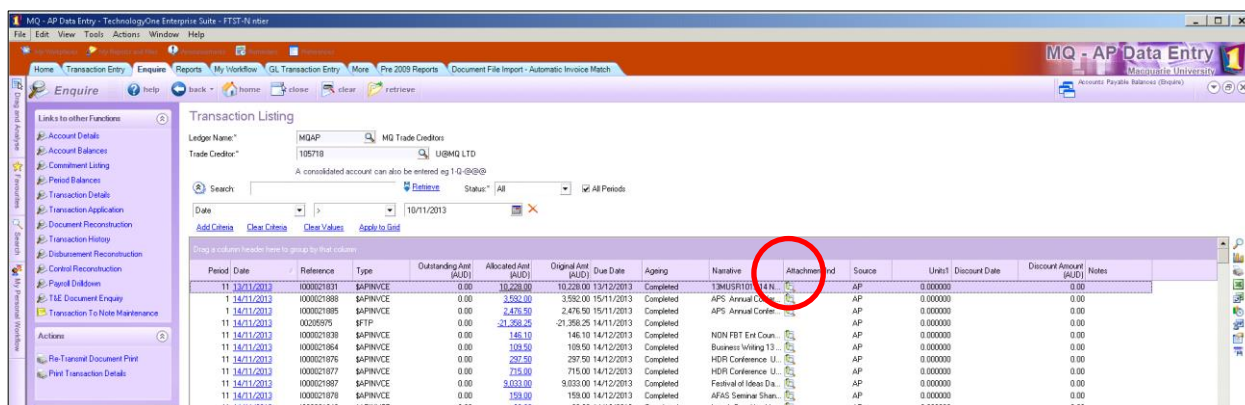




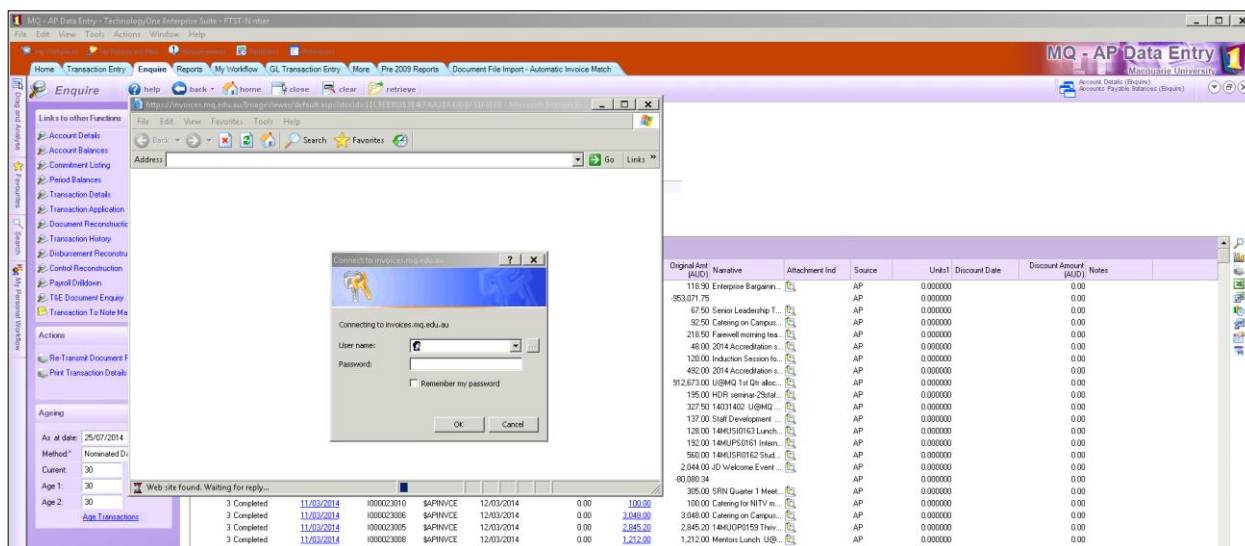
Viewing an Invoice in Finance One

Invoice details and images are available for viewing in Finance One from various locations including the transaction listing summaries.



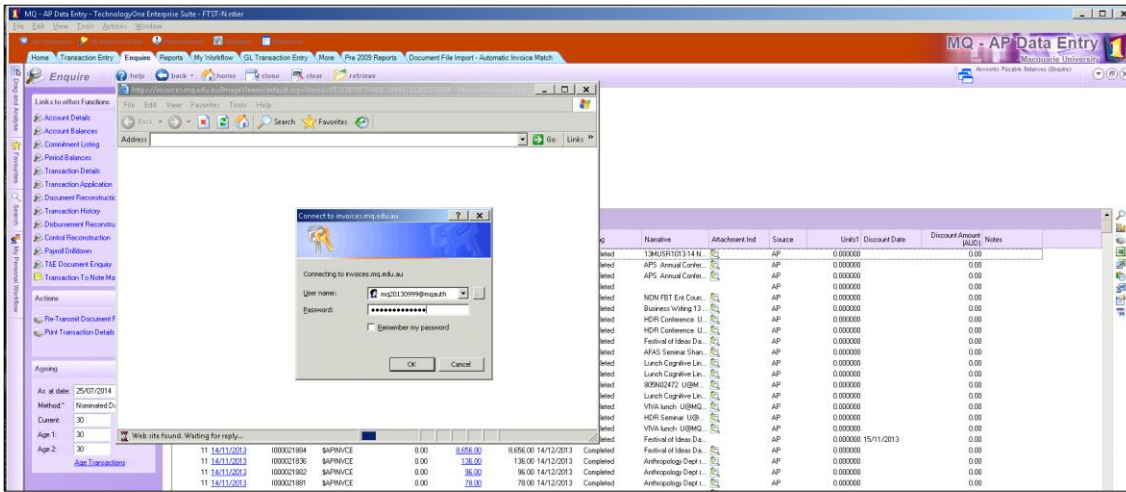
Viewing invoices ledger transaction listing in Finance One

Selecting the 'attachment ID' field will open up a dialog box, requesting the user to enter their user ID and password.



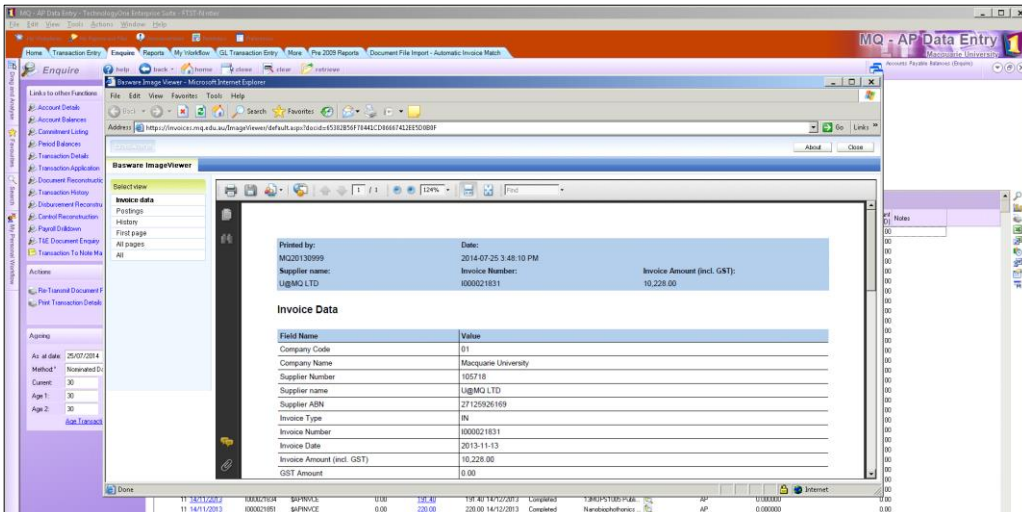
Request for user name and password

Users must enter the server link '@mqauth' after their OneID number, in order for the image to correctly load.

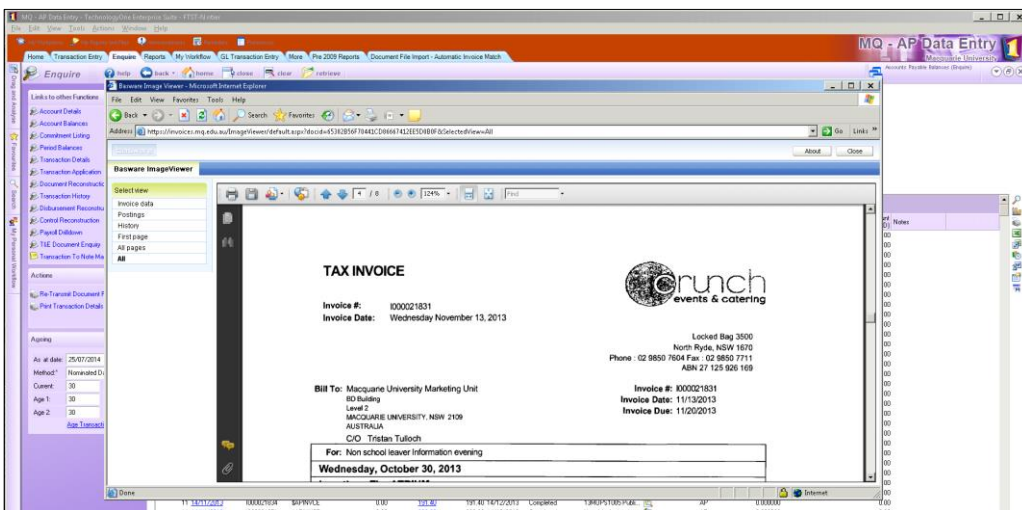


User name and password entered, ensuring '@mqauth' is used after the OneID

A PDF document now pops up with lots of details including the coding information and invoice image.



PDF Image showing invoice basic data



PDF Image showing invoice image

Contact us

Office of Financial Services
Macquarie University NSW 2109
Building E11A

CRICOS Provider Number 00002j