

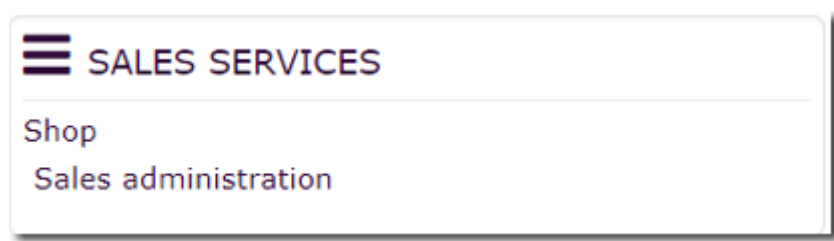
# Back Office : Configuration and implementation of a commercial offer

## Invoice Status

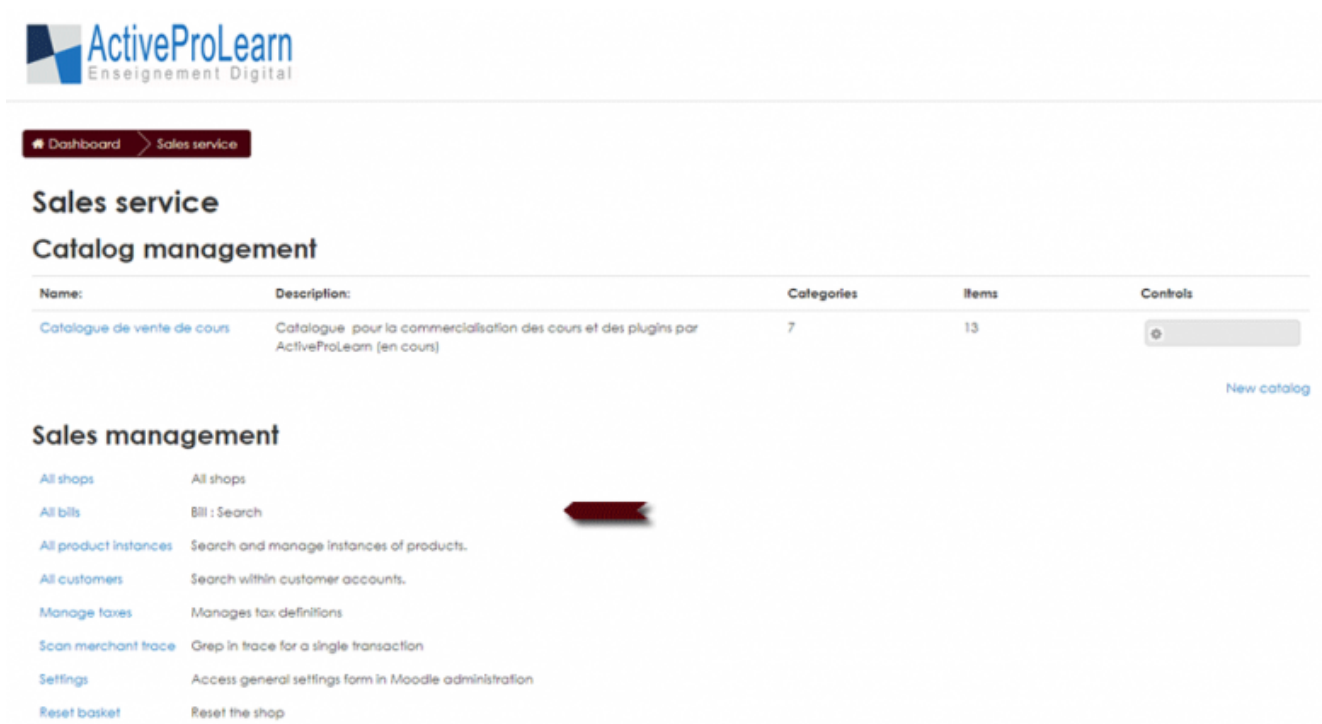
### Edit an invoice status

#### Access

Follow link **“Sales administration”** dans le bloc [Sales services \(plugin Shop Access\)](#)



Follow link **“all bills”** on page Sales services section Sales management.



### Modifier un état de facture

- Cliquez sur le numéro de facture réalisée concernée dans la liste pour la visualiser. Dans cet exemple B-2017-04-27 pour la première de la liste.

\* Click on the relevant invoice number in the list to view it. In this example B-2017032825 for the first of the list.

Euro Choose... Choose...

### Billing

Bill working (0) Bill placed (21) Pending bill (0) Bill soldout (2) Bill finished (186) Bill cancelled (2) Bill payment failed (4) Bill payback (0) All (215)

N°	Customer	Transaction	Lettering	Amount
<b>Bill placed</b>				
B-20170328-25	Gilles UYTTERHOEVEN	TU9TMXCSUWLLDHVKQ==		0.50 €
		()		
B-20170329-26	Lai WEI	TU9XBHGWETROOG06CW==		0.50 €
		()		
B-20170515-28	Patrick BALKANY	TU84AGZPVTUXDMHSRQ==		1660.00 €
		()		
B-20170731-35	Patrice DVERINE	TU81QUXWBLVZ1FEAW==		80.00 €
		()		
B-20170920-44	Pierre-Yves BUSSELIER	TU9LEE9DQ1JKEGF4RQ==		160.00 €

- Expand the “Billing States” menu at the bottom of the document to see the possible options: “Return to Status” and “Go to Status”.
- Choose the action to be taken, the possible options depend on the state at the time you operate for the relevant invoice.

For more information on invoice status see [Concept de Commande/Facture](#)

Etats de facture Etat actuel: Réalisée

<b>Revenir à l'état</b>	<b>Aller à l'état</b>
<ul style="list-style-type: none"><li>• A solder</li><li>• Réalisée par anticipation</li><li>• Payée</li></ul>	<b>(FIN DE TRANSACTION)</b>

[Back to Configuration and implementation of a commercial offer](#) - [Back to Local Shop component](#) - [Back to catalogue](#)

From: <https://docsen.activeprolearn.com/> - Moodle ActiveProLearn Documentation

Permanent link: <https://docsen.activeprolearn.com/doku.php?id=local:shop:setup:invoicestatus&rev=1518778047>

Last update: 2024/04/04 15:50

