Viewing Invoice Images

UNIVERSITY
of York

1. Run a (transaction) browser enquiry as normal.
2. From the results screen, click once on an appropriate row (detailing an IN or PP invoice transaction type).
3. Press Ctrl+D, or click Data → Document, or click the 'Document' icon on the toolbar as below.

4. You can then drag the edges of the image frame to enlarge it, or right click on the image to rotate, zoom, open in another application etc.

Please note: invoice images from August 2013 onwards are available via this route. There may be a delay of up to a month from the date of transaction posting before the image is available in Agresso.