



SAGE 200: FEEDBACK FORM TO SAGE

Throughout Sage 200, when opening up any window, there are three small icons on the top right-hand side of the window. Please see some examples of the different windows below: Create Customer × Company Contacts Trading Payment Credit Documents Attachments Memo Pricing Alerts Account Code Credit limit: 0.00 Pound Sterling **Company Details** View Invoice × Invoice Details elivery & Invoicing ayment With Invoic Analysis Invoice Detail ABB001 Cancelled Abbey Invoice status: Amend Order × **○** ★ ② Order Details)elivery & Invoicing ayment with Orde **Account Selection Order Detail** Order no: 0000005099 ABB001 Y Order status: Live Abbey 15/10/21

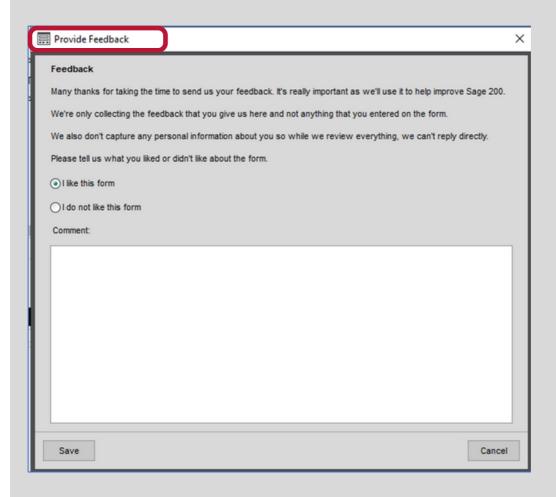


The Star: indicates if the routine is marked as a favourite item. The Yellow Star indicates that the item can be accessed from your favourites menu.

The Question Mark: works the same as pressing the F1 key on your keyboard. It opens the relevant help screen for the area being used.

The Smiley Face: this is the Feedback Form where comments can be fed directly back to Sage on your opinion of that screen/form (not via your Sage business partner).

Enter as much text as possible to explain what you like/dislike about the screen. It is always relevant to the screen where the smiley face has been selected.



The more comments that Sage receives about a screen or form, the more likely they are to implement any changes requested.

