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Printing Journal Entries ^[1]

Effective Date: 1/23/2009

Purpose

A Journal Entry in any status (Valid, Error, Approved or Posted), can be printed from any page within the Journal Entry task by clicking on the printer button.

Download the Printing Journal Entries Quick Step below

Files:



[printing-journal-entriesqs.pdf](#)^[2]

Source URL: <http://www.cu.edu/controller/policies/printing-journal-entries>

Links:

[1] <http://www.cu.edu/controller/policies/printing-journal-entries>

[2] <http://www.cu.edu/sites/default/files/policies/40993-printing-journal-entries/files/printing-journal-entriesqs.pdf>