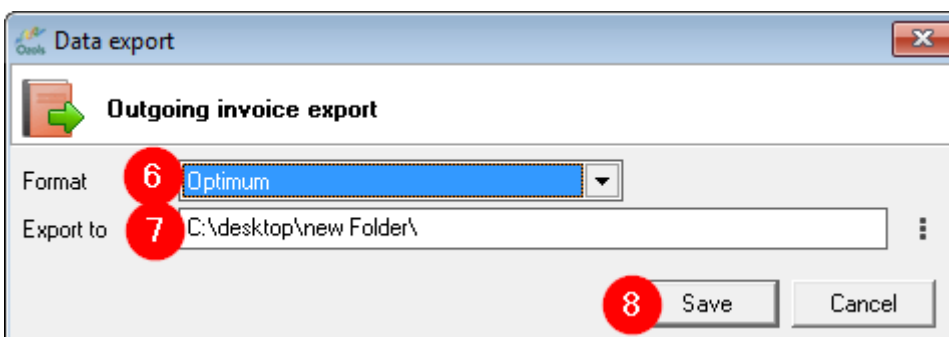
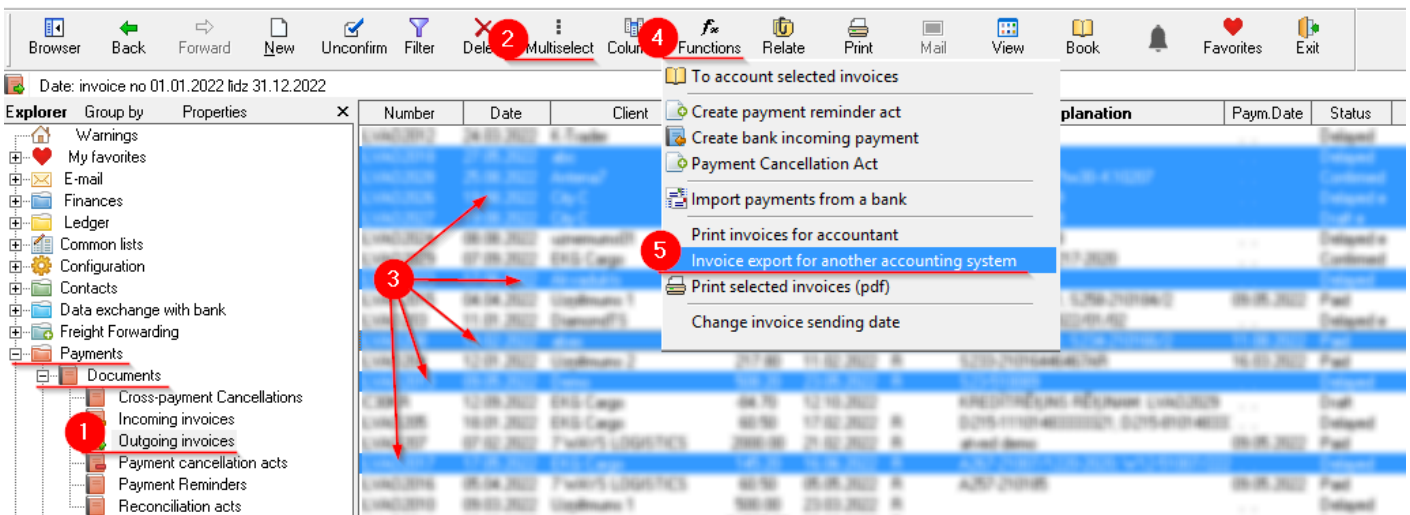


Export of outgoing invoices

To perform the simultaneous export of several outgoing invoices from OZOLS for import into another accounting program, the following steps must be taken:

1. Open **Outgoing invoices**
OZOLS > Payments > Documents > Outgoing invoices
2. Press **Multi select** 
3. Holding the " **ctrl** " or " **shift** " key and with mouse select invoices to be exported.
4. Press the Functions button 
5. Selects **Invoice export for another accounting system**
6. Choose the desired accounting program from the list.
7. Specify in which folder on the computer to save the data. We recommend creating a separate folder
8. Save. Then open your accounting program and import the data from folder



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