

DASHBOARD

Work Recent Bills

The 'Recently Worked' tab displays bills that have been updated within the past 30 days for the user's assigned field offices, regardless of status. This tab raises user awareness to recent activity at their assigned field offices.

Showing Results table columns can be sort descending and ascending by clicking on the column headings. A triangle will be displayed referencing which column is sorted and which direction. Only one column can be sorted at a time.

Dashboard Screen – Work Recent Bills

The screenshot shows the dashboard interface. On the left is a navigation menu with buttons for 'Dashboard', 'Create Bill', 'Search', and 'Reports'. Below the menu, it says 'Welcome, Denise' and 'GIPSA Billing Application Version: 1.0.1.1'. The main area has a 'Quick Search' section with fields for 'BD Number' and 'Customer Name', and a 'Search' button. To the right is a 'Message Center' with a table of messages and navigation buttons. Below the search is a summary table with columns: 'Recently Worked (14)', 'Open (8)', 'Pending (1)', 'Submitted (1)', 'Processed (4)', 'Cancelled (0)', and 'Rejected (1)'. At the bottom is a table of results for the 'Recently Worked' tab.

Action	BD Number	Bill Type	Bill Amount	Customer Name	GBA Status	FMMI Status	Billing FO	Last Update Date	Last Updated By
	11CR090001	FMMI	\$515.00	ABERDEEN GRAIN INSPECTION	Pending		Cedar Rapids Field Office	10/3/2011	smukundan
	11ST090002	FMMI	\$1,000.00	ADM GRAIN	Processed	Posted	Stuttgart Field Office	10/3/2011	smukundan
	11ST090004	FMMI	\$2,030.00	ADM GRAIN CO	Open	Rejected	Stuttgart Field Office	10/3/2011	smukundan
	11ST090003	FMMI	\$3,349.00	ABERDEEN GRAIN INSPECTION	Processed	Posted	Stuttgart Field Office	10/3/2011	smukundan

