

# Document Actions

## **Save :**

- 1.System will check the all mandatory fields

## **Delete :**

- 1.System will delete the Document and its history details

## **Document action prepare :**

- 1.System will check the period details and master data's checking

## **Document action complete :**

- 1.Once document action is complete ,all fields are update in read only

## **Document action void/reverse correct actual :**

- 1.Void- system will reverse all the transaction data's and change the document status to Void

## **Document action close :**

- 1.system will check whether all the activity for the document is completed and change the Document status to close.

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Revision #1

Created Wed, Sep 20, 2023 12:49 PM by [Prasanth P](#)

Updated Wed, Sep 20, 2023 12:50 PM by [Prasanth P](#)