How to display remark “This is computer generated invoice no signature required.” on every page

[Version 1]

Hazel

[17-8-2017]
<table>
<thead>
<tr>
<th>REV. No</th>
<th>Nature of Change</th>
<th>Prepared By</th>
<th>Prepared Date</th>
<th>Reviewed &amp; Approved by</th>
</tr>
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<tr>
<td>1.0</td>
<td>Creation</td>
<td>Hazel</td>
<td>17-8-2017</td>
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</tbody>
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Amendment Record
SCENARIO

Eg: Sales invoice

User said that they don’t need signature from customer, some will send out by email only.

*System default format has signature field.

User need to display “This is computer generated invoice no signature required.” on each printed document instead of signature field.
SOLUTION

1. Go to Task > Design

2. Select one of the system default format > Amend > rename it > Create
Get in to Report Designer:

3. Right click on pointed space > Insert Band > Group Footer
Group Footer:

4. View > Windows > Tool Box
5. Pull out a label > put under Group Footer1

6. Key in your own remarks
7. Checked for “Repeat Every Page” and “Print at Bottom”

Then this remark will display at the bottom on every page 😊