

New Date Format For Cheques

These changes are for Payroll users for payroll cheques and ONLY Abacus V5.50 users for Accounts Payable Cheques.

The changes to control the format that date fields are printed in, has been updated.

For these changes to take affect, you will need the January 2007 update for payroll cheques and the Download from our web page for the Accounts Payable Cheques (www.silvermountain.ca).

You now have full control on how the date fields are printed.

You will need to edit the form in Abacus under UIS and locate the date fields and edit them.

When you edit the date fields, you will see the "Print Mask" contains MM/DD/YY.

This will need to be changed.

The new mask must start with @D and followed by the format you want the date printed in.

Any of the following examples will work,

@D MM/DD/YYYY
@D MM-DD-YYYY
@D DD/MM/YYYY
@D YYYY/MM/DD

As well as any combination of DD, MM, and YYYY, with or without separator characters will work just fine.

The documentation for the new cheque format requires that you have the date format under the date field. For example if your date prints as:

04 22 2006

then under the date should appear: DD MM YYYY. If it is not pre-printed on the cheque, then add a 999 line to the form on the line after the date field and positioned under the date. Set the "Print Information" to "DD MM YYYY" (or whatever the date format is) and the "Print Highlight" set to "Compressed".