

How to Create a Monthly Billing Period for Water Billing (every 30 days)

Pointers;

- Generally demonstrate with screenshots How to 'Add New Billing Period' Only (This Editor has a Drawing Manager FlowChart Tool_____^
- Note; Also Highlight 'Opening Reading' feature (consult Emmanuel)
- Note; Hint 'Preview Billing Report' feature after successfully creating 'Add New Billing Period' (consult Emmanuel)

Extras (not urgent);

- You may Highlight Call Outs for Import Success and Failure or Errors where necessary and suggest possible troubleshoot

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