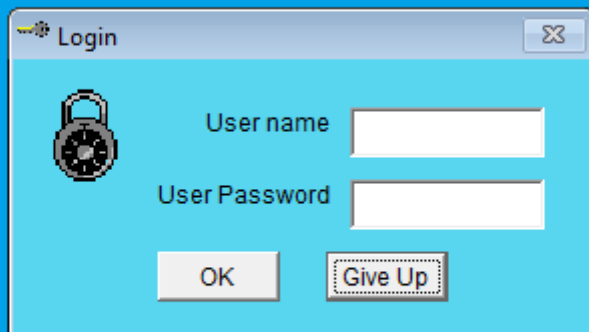


Accounts Payable Information System (APIS)

An **Mgm Food & Commodities Corporation** and **Mgm Blendwell Corporation** organization may manage accounts payable more efficiently and automatically by using an accounts payable information system (APIS), which is a software program or set of tools.

Here's a general guide:

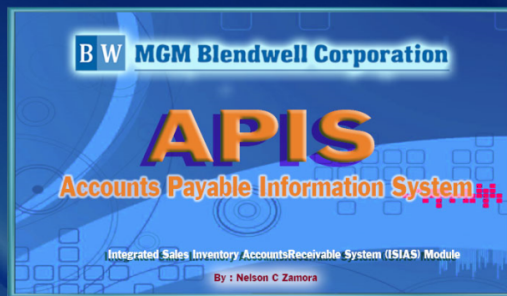
First of all, login into your account at **APIS**.



We employ [MGM Blendwell APIS](#) and [MGM Foods APIS](#), two distinct program types under APIS, in our organization.

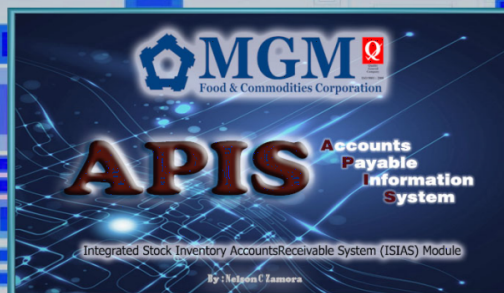
MGM Blendwell

BW MGM Blendwell Corporation



MGM Foods

MGM Food & Commodities Corporation



Usually, you can print documents from the menu in the upper left corner, but Transaction and Reports are the most typical uses for it.

Transaction

The transaction menu offers a variety of options for printing documents.

Blendwell Transaction Interface

APIS - ACCOUNTS PAYABLE INFORMATION SYSTEM : Rev : 03.26.2021

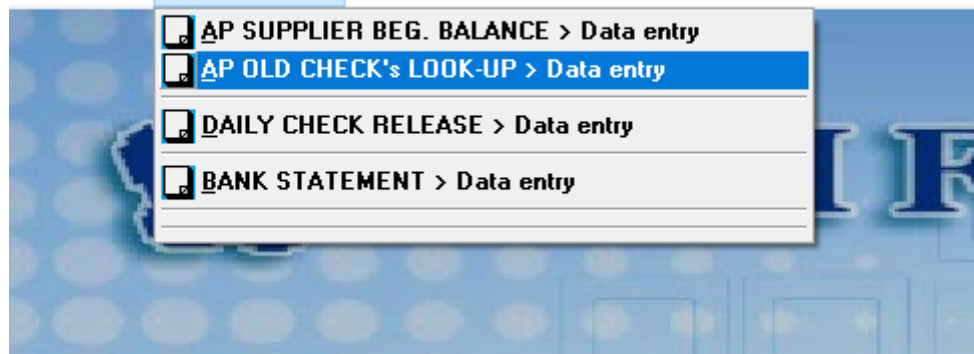
FILE Edit TRANSACTION REPORT UTILITY



Foods Transaction Interface

APIS - ACCOUNTS PAYABLE INFORMATION SYSTEM : Rev : 11.16.2023-A

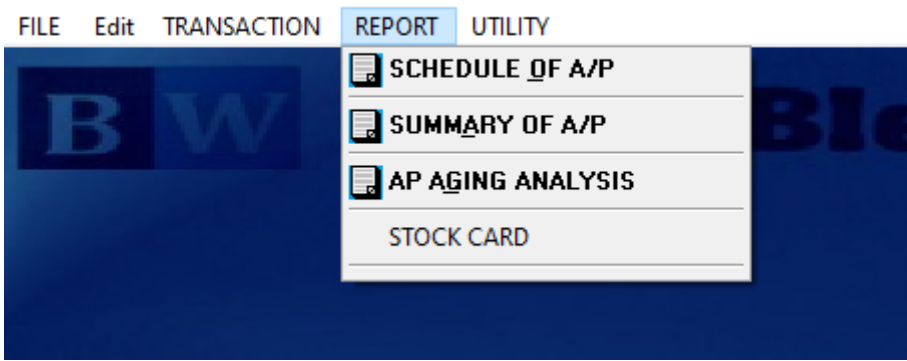
FILE Edit TRANSACTION REPORT UTILITY



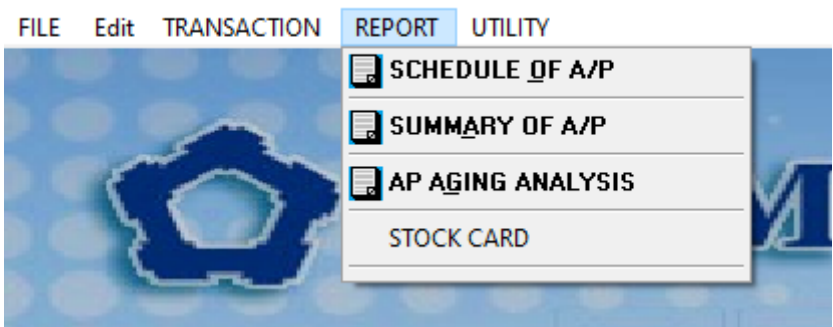
Reports

The Reports menu offers a variety of options for printing documents.

Blendwell Report Interface



Food Report Interface



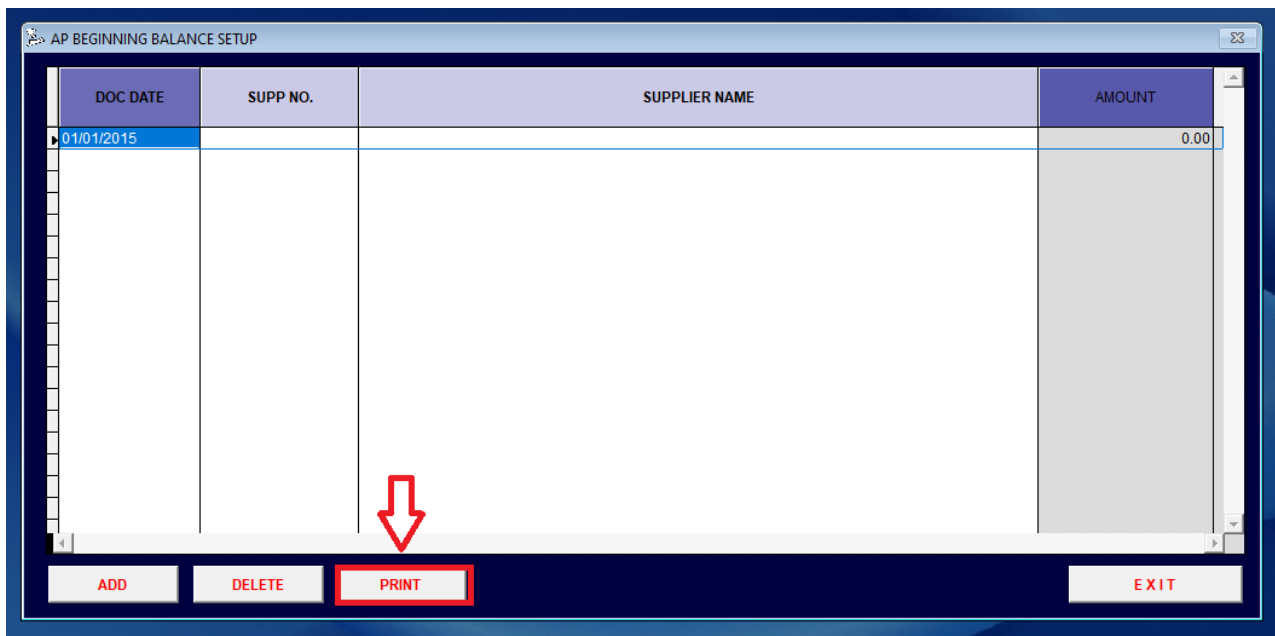
There are four distinct options under the **Transaction** menu for printing documents or files.

AP SUPPLIER BEG. BALANCE > Data entry

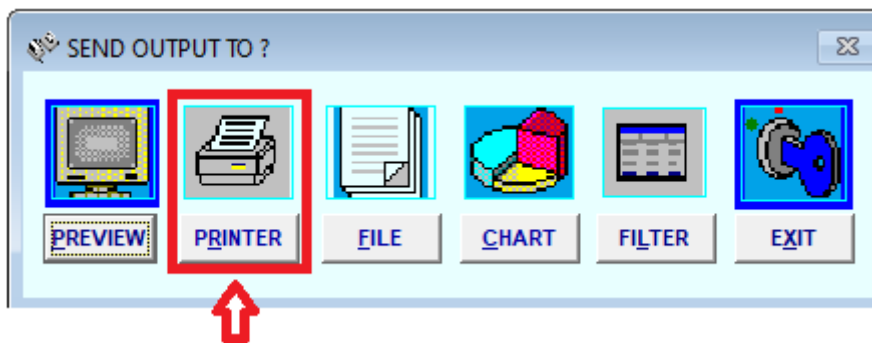
Blendwell - AP Beginning Balance Setup UI or Interface

When you click the AP Beginning Balance configuration option in the Transaction menu, **follow these steps**:

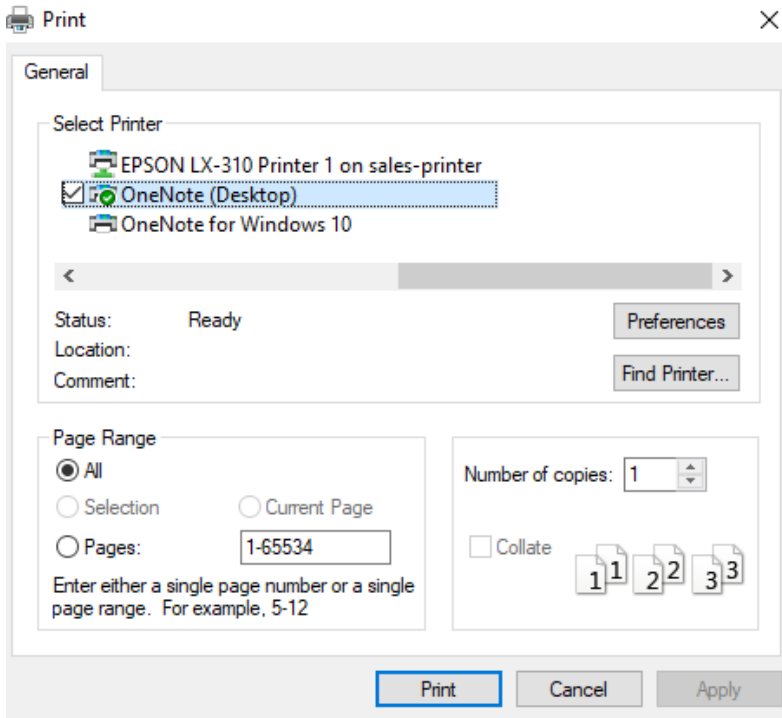
Step 1: The UI for the AP Beginning Balance Setup likewise displays "**PRINT**" and Click it.



Step 2: After clicking the "**PRINT**" button, another option appears. Click it.



Step 3: Select your printer's name and click "**Print**".



Foods - AP Beginning Balance Setup UI or Interface

AP OLD CHECK's LOOK-UP > Data entry

Blendwell - AP Look-Up Table Only UI or Interface

Foods - AP Look-Up Table Only UI or Interface

DAILY CHECK RELEASE > Data entry

BANK STATEMENT > Data entry

Revision #30

Created 7 June 2024 09:48:13 by IT Support

Updated 28 June 2024 11:00:26 by IT Support