

Journal (POS Account)

Last Modified on 10/22/2022 9:50 am CDT

This functionality is only available to customers who have purchased Campus Point of Sale as add-on functionality.

Classic View: Point of Sale > Account Maintenance > Account > Journal

Search Terms: Journal

The Journal screen displays all transactions associated with the account. Depending on the school/district setup, Food Service accounts may be organized as individual or family accounts. For more information about Food Service Accounts, please refer to the [Account](#) and [Account Info](#) information.

What can I do?

- [Search for Individual and Family Food Service Accounts](#)
- [Add a New Transaction to a Food Service Account](#)
- [View Transactions for a Food Service Account](#)
- [Void Food Service Transactions](#)
- [Transfer Funds Between Food Service Accounts](#)
- [Adjust the Balance of a Food Service Account](#)

Account Journal ☆

Food Service > Information > Account Journal

New Transaction

Print

Transfer

Adjustment

Journal Period

From 7/22/2019

To 08/21/2020

Date Type Post Date

Transaction List

Post	TX	Description	Patron	#	Debit	Credit	Run Balance	
09/12/2019	09/12/2019	Brkfst Meal (Sec)	Emily Smith	1	\$1.25		\$17.65	
09/12/2019	09/12/2019	Lunch Meal (Sec)	Emily Smith	1	\$2.05		\$15.60	
09/13/2019	09/13/2019	Lunch Meal (Sec)	Emily Smith	1	\$2.05		\$13.55	
09/16/2019	09/16/2019	Grab and Go Bkfst	Emily Smith	1	\$1.25		\$12.30	
09/16/2019	09/16/2019	Lunch Meal (Sec)	Emily Smith	1	\$2.05		\$10.25	
09/17/2019	09/17/2019	Grab and Go Bkfst	Emily Smith	1	\$1.25		\$9.00	
09/17/2019	09/17/2019	Pizza Meal	Emily Smith	1	\$2.05		\$6.95	
					Net	33.05	40.00	
					Current Balance	6.95		

Example Account Journal