

**Table I Purchase Orders and Purchases for 2/1/98 to 3/31/98***Be sure to set the accounting period to the current month.*

Vendor # or ID	PO #	PO Approval Date	Quantity	Item	Unit Price	Invoice Date	Vendor Invoice
VNet	267	2/2/98	3	Televisions	3,000.00	2/12/98	5497
TC	268	2/2/98	3	TelCom Computers	15,000.00	2/11/98	1087
JVC	269	2/2/98	600	Blank Tapes	1.00	2/14/98	9870
GMG	270	2/2/98	160	Movie Tapes	4.00	2/18/98	643
<b>Note: Remember to complete all February transactions through page 24 before beginning March transactions.</b>							
VNet	271	3/2/98	8	Televisions	3,000.00	3/12/98	5631
TC	272	3/2/98	2	TelCom Computers	15,000.00	3/10/98	1384
JVC	273	3/2/98	650	Blank Tapes	1.00	3/12/98	9950
GMG	274	3/2/98	320	Movie Tapes	4.00	3/14/98	704

After recording February purchases, Linda chose Payment Manager under Analysis and changed the date to 2/28/98. She then checked the trial balance for her cash balance and decided to pay all outstanding invoices. Linda paid all outstanding invoices on March 29.