At any time, or after entering all records on a journal voucher, on the Banner menu, select **Options → Access Transaction Summary Info (FGIJSUM)**

This form is helpful when checking for errors - e.g., when an out of balance situation occurs; JV detail is not equal to document total. In this form, you can review the status of each record (each line in the JV), which can be either P (postable), E (error) or N (NSF error).

In the example below, the Document Total $1,010.00 is not equal to the Transaction Detail total $1,020.50.
To print an In Progress JV

When the JV is displayed in the FGIJSUM form, click the Print icon.