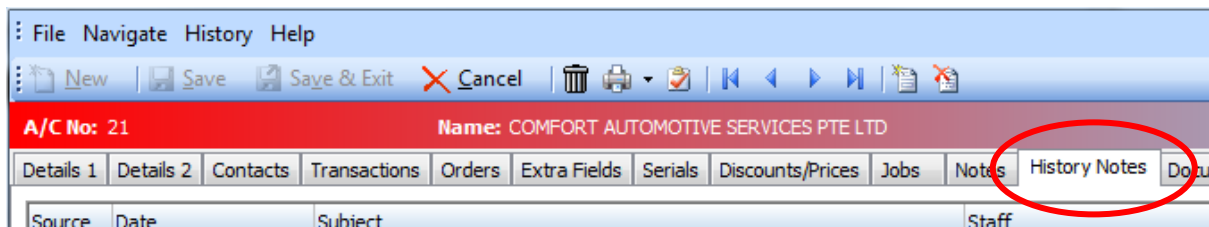


MYOB EXO tip of the week

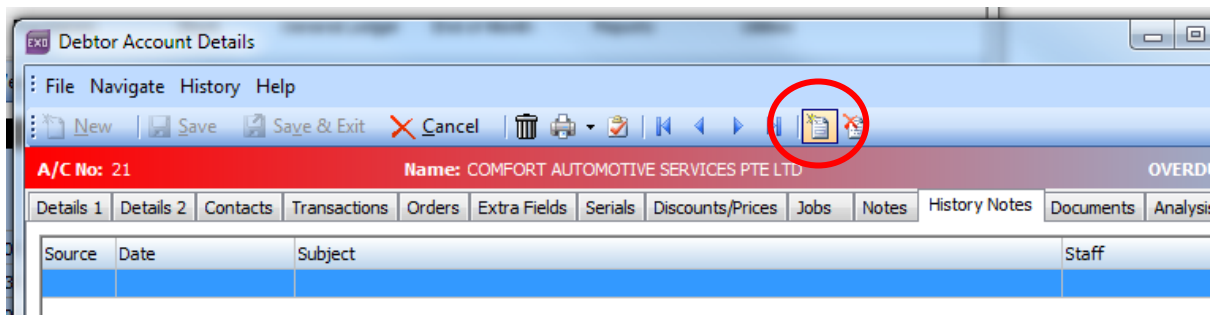
History Notes

History Notes are more structured and formal than **Notes**.

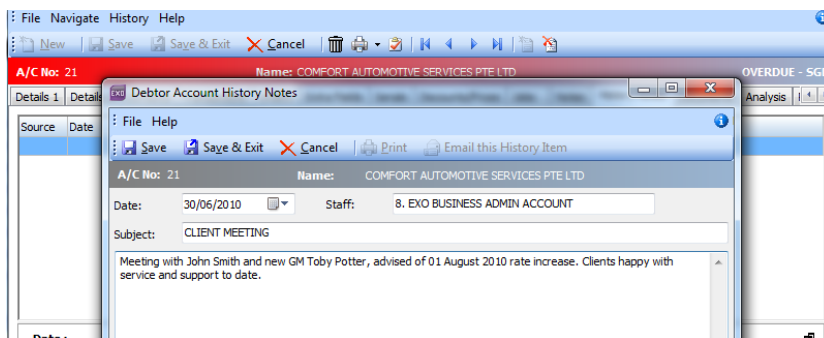
You can search, delete and email history notes in Debtors, Creditors and Stock Items. They can be used in a manner of ways to record notes and communications with Subject Headers



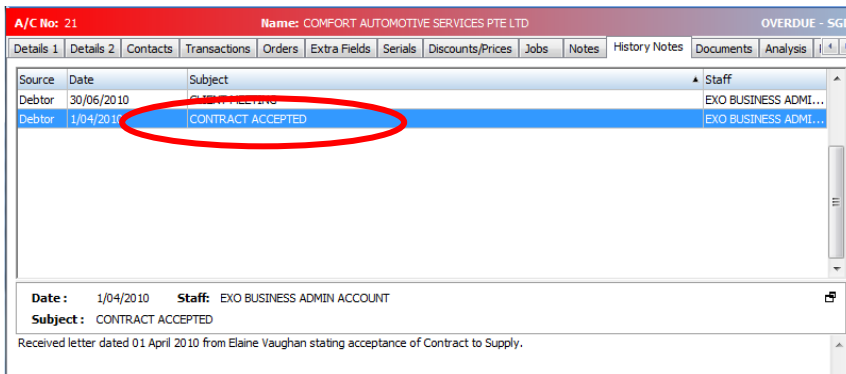
New History Note



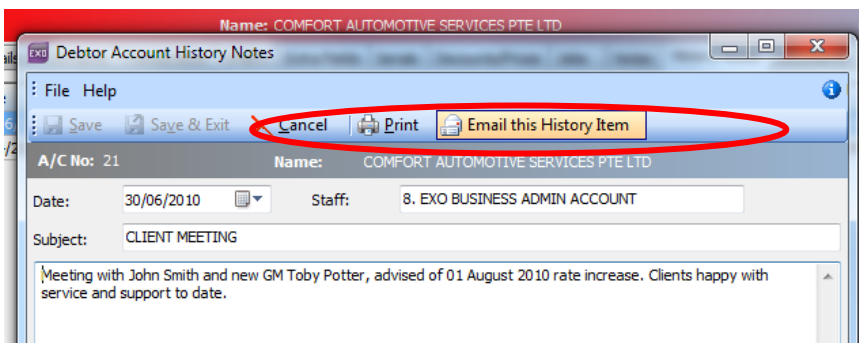
Dictate as required
Save and Exit



History Notes can be saved with Specific Headers



History Notes can be printed or emailed



Please don't hesitate to contact us if you have any further queries on our Support Line (03) 211 3535