Workspace and Checklist

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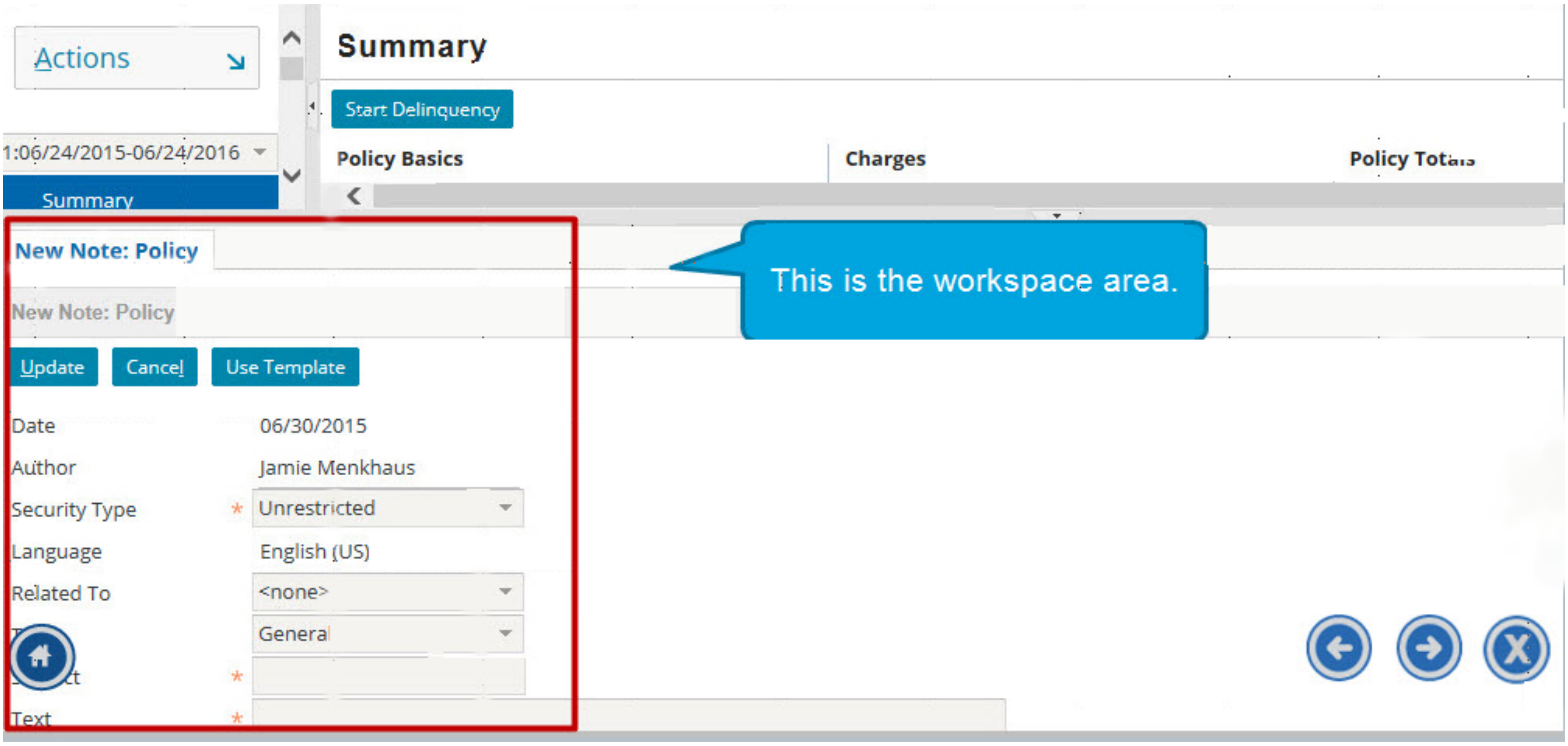
Workspace and Checklist

1 Errors in Workspace

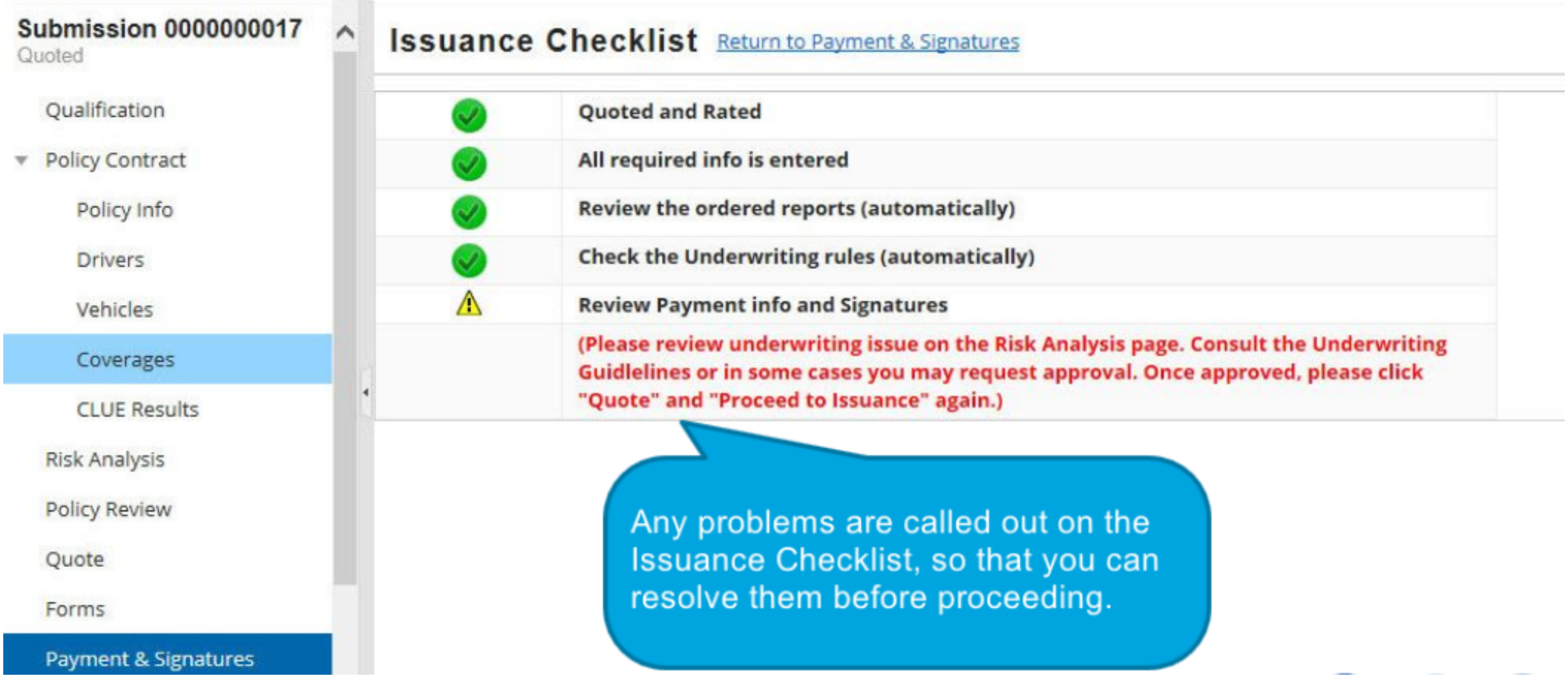
The **workspace** is another feature of the AMsuite Billing layout. This is the window at the bottom of the page.

Many of the data entry pages accessed through the **Actions** menu are displayed in the workspace area of your screen.



2 Issuance Checklist

When proceeding to issuance, the **Issuance Checklist** lists any problems, so you can resolve them before moving forward. If there are no errors on the checklist, click **Return to Payment & Signatures** to proceed with the billing process.



If you need to enter more information in the submission before issuing (applying payment) refer the issuance process here: