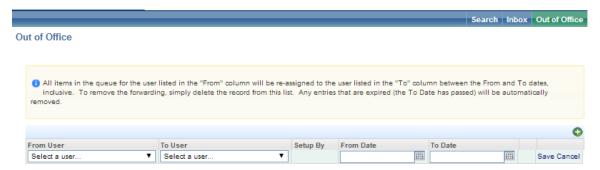
## **Chapter 10 – Out of Office**



The Out of Office feature will re-assign any pended or assigned invoices to the person set to receive the out of office invoices. The system will again route new invoices to you once the out office period has expired. Invoices received during the out of office period will remain with the user selected and will not assigned back to the original user.