

How to View Invoices in Your Account

1. Log in to your Account
2. Open your Compass #xxxx
3. Under Recent Activity click on View All Activity

The screenshot shows the account dashboard with several sections:

- Account Management:** Includes buttons for 'Register a New Contract', 'Register Drop-in Days', 'Register Non-School Days', and 'Manage Authorized Pickups'.
- Current and Upcoming Contracts:** Lists contracts for 'fakechild donovan', including 'Lincoln 2017-18' (starts May 31, 2018), 'Woodland 2017-18' (Withdrawn), and 'Carlos 2017-18' (starts Apr 17, 2018).
- Latest Invoice:** States 'Your account is current. Your next due date has not been scheduled yet.' with 'Pay' and 'View' buttons.
- Auto Payments:** States 'No Auto Payments Set up for Compass #2286' with a 'Setup Auto Payments' button.
- Recent Activity:** A table showing invoices for December 2017. A yellow box highlights the 'View All Activity' button at the bottom right.

Date	Description	Amount
12/20/17 8:24 AM	Invoice 107915: Dec 25 - Dec 29	\$0.00
12/20/17 8:23 AM	Invoice 107914: Dec 11 - Dec 15	\$0.00
12/20/17 8:23 AM	Invoice 107913: Dec 18 - Dec 22	\$0.00

4. Click on "Invoice" and you will see details

The screenshot shows the invoice details page with filters and a table of invoices:

- Show by Year:** 'All' and '2017' (selected).
- Show by Category:** 'All' and 'Invoices' (selected).
- Table:** A table with columns 'Date', 'Description', 'Category', and 'Amount'. The 'Invoice' buttons in the 'Category' column are highlighted with a yellow circle.

Date	Description	Category	Amount
December 2017			
12/20/2017 @ 8:24 AM	Invoice 107915: Dec 25 - Dec 29	Invoice	\$0.00
12/20/2017 @ 8:23 AM	Invoice 107914: Dec 11 - Dec 15	Invoice	\$0.00
12/20/2017 @ 8:23 AM	Invoice 107913: Dec 18 - Dec 22	Invoice	\$0.00