Sales Document Back Button

Cavallo Support - 2026-02-26 - Sales

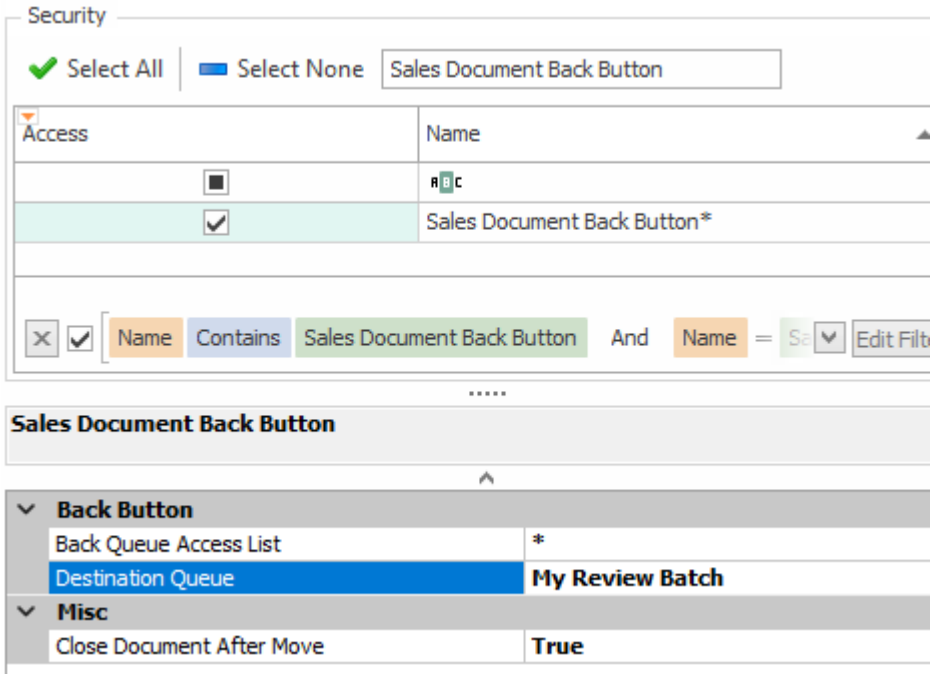
Overview

The Back plugin on a sales document moves a document to an assigned queue – useful for moving a document from a read-only queue back to a queue where it can be edited.

Security

To enable the Back plugin, *Sales Document Back Button* must be enabled in Modules > Security Editor. Enter specific queues where Back will be accessible (* for all) in the sub-setting *Back Queue Access List*.

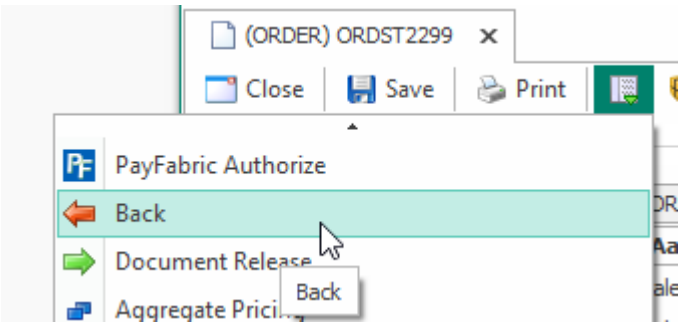
Enter the queue that the Back plugin will move the document to in the sub-setting *Destination Queue*.



Note: The destination queue must be set, or an error will appear when the Back plugin is selected.

Use

To move a document to the destination queue, click the **Actions** dropdown on the sales document header and select Back.



A confirmation will not appear, but you will see under Additional Properties, in the Batch/Q field, that the batch

is now in the destination queue:

