



JD Edwards World General Accounting I Guide

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1 Overview

Overview to General Accounting I

General Accounting

The JD Edwards World General Accounting system helps you manage the general ledger and reporting functions for your organization.

With the General Accounting system, you can streamline the day-to-day functions of your entire accounting department. The system provides an accurate and cost-effective way of organizing, maintaining, recording, and analyzing financial information. This information, whether gathered from one site or from multiple sites around the world, provides streamlined transaction processing for timely analysis and ease of reporting.

For organizations that have offices around the world, JD Edwards World provides the flexibility needed to operate in multiple countries, each with unique currency, language, and statutory reporting requirements.

This section contains the following:

- [General Accounting](#)
- [System Integration](#)
- [General Accounting Features](#)
- [Account Numbering Concepts](#)
- [General Accounting System Flow](#)
- [Tables Used by General Accounting](#)
- [Menu Overview](#)

System Integration

The General Accounting system works with other JD Edwards World systems to ensure that all information is fully integrated into the general ledger. In turn, the general ledger provides flexible and accurate financial reporting.

The systems integrate with the General Accounting system, as follows:

Manufacturing and Distribution

Module	Description
Sales Order Management	General ledger transactions – detail or summary – are created during the sales order update. These transactions are revenues that are associated with the accounts receivable invoice.
Purchase Order Management	General ledger transactions are created during the purchase order receipt and voucher match processes. These transactions represent the purchase receipts and vouchers, respectively. Additionally, receipt and voucher information is created at one time by the Receiver and Voucher program.
Manufacturing Accounting	General ledger transactions are created within the manufacturing accounting process. These transactions represent material issues, completions, labor hours, and variances.

General Business

Module	Description
Payroll	General ledger transactions – detail or summary – are created during the payroll cycle. These transactions represent labor and labor billing distribution, burden, disbursements, and equipment distribution. Journals for labor distribution, flat burden, equipment distribution, and labor billing distribution can be created outside the payroll cycle, if desired.
Fixed Assets and Equipment Management	The same detail transaction records are used by the Fixed Assets, Equipment Management, and General Accounting systems. A post program for fixed assets updates the information in the fixed assets balances file.

Architecture, Engineering, and Construction (AEC)

Module	Description
Job Cost	Job cost integrates directly with the general ledger by means of the same, shared account structure.
Contract Management	Progress payments that are posted, in turn, update the general ledger.
Change Management	Transactions are created for each account on the job and are updated to the general ledger by means of ledger types.

General Accounting Features

Typically, you generate transactions, such as invoices, vouchers, receipts, and payments, using other JD Edwards World systems. However, you can also enter transactions directly using the General Accounting system.

The features of the General Accounting system include:

- Multiple ledger flexibility
- Multi-national functionality
- Reporting
- Account balance consolidations
- Budgeting
- Allocations
- Reorganization flexibility

Multiple Ledger Flexibility

Multiple ledgers provide flexibility without requiring you to enter unnecessary and redundant data. They allow you to:

- Define any number of unit or monetary ledger types, such as actual, budgeted, or non-domestic currency.
- Retrieve data about anything - from global revenue by product to an individual employee's expenses - without creating separate account numbers.
- Maintain transactions in the appropriate ledger and post to the general ledger by summary or detailed transaction.
- View two ledgers simultaneously. For example, you can view the domestic and reporting currency ledgers, or the budget to actual ledgers, with the variance calculated online.

Multi-National Functionality

JD Edwards World has available Multi-national functionality, enabling you to consolidate, restate, compare, stabilize, and process unlimited currencies in many ways. Multi-national features that work with the General Accounting system include, but are not limited to:

Multi-National feature	Description
Consolidation and currency restatement	<p>With consolidation and currency restatement, you can:</p> <ul style="list-style-type: none"> ▪ Automatically calculate translation adjustments when restating your foreign subsidiaries into your parent company's currency ▪ Choose the average period, period end, period beginning, historical, or budgeted exchange rates, which gives you maximum flexibility for your currency restatement ▪ Simplify compliance with directives such as SFAS 52 and IAS 20 by maintaining entries based on both local accounting practices and the parent company's accepted accounting practices ▪ Report financial results in two currencies by using the Detailed Currency Restatement program to create records in the alternate (XA) ledger even if it has the same currency as the domestic (AA) ledger. This provides you flexibility reporting from the restated ledger for all companies set up for detailed restatement.
Highly inflationary economies	<p>You can maintain dual sets of books in highly inflationary economies – one in the local currency and one in a stable currency. You can also create foreign currency transactions.</p>
Flexible reporting capabilities	<p>Reports and inquiries show information that helps you analyze your balances for many different currencies. For example, you can analyze currency exposure and detailed bank account activity by the originating currency.</p>
Statutory chart of accounts	<p>You can maintain a chart of accounts according to the requirements of both a parent company and its subsidiaries. Various reports are provided to satisfy statutory reporting requirements.</p>
Account balances by currency	<p>You can control which account balances you want to store by currency. You specify the accounts by either company or ranges of account numbers.</p>
"As if" reposting	<p>"As if" reposting eliminates rate fluctuations for budgetary analysis by restating foreign transactions as if they had all been entered using the exchange rate from the same date.</p>
Currency processing	<p>You can use any currency in the world, from the Australian dollar to the Euro. All transaction entries can be generated in a domestic currency, or in a foreign currency with automatic conversion, when necessary. You can designate a different currency preference for each of your companies, suppliers, customers, accounts, and employees.</p>
Chart of accounts in multiple languages	<p>You can maintain multiple language descriptions for your business units and chart of accounts.</p>

Reporting

The General Accounting system provides standard reports. These reports supplement the online management summary information for detailed analysis. You can customize the presentation of information, as needed.

Account Balance Consolidations

At any time in the accounting period – not just period end – you have access to account balances and consolidated information. Whether you review your financial information online or use printed reports, you can see this information at the level of detail most meaningful to you.

While reviewing account balances online, you can easily access the detail of the originating transactions. This provides for timely resolution when questions about a transaction arise.

You can review your consolidated financial reports online, anytime, and across multiple currencies and languages.

Budgeting

Whether your organization makes long-range plans that require high-level budget projections or short-term forecasts that need detail-level budgets, the tools you use for budgeting need to be flexible to meet your needs.

You determine the amount of detail in your budgets. For example, you can create budgets at the product level, business unit level, major account category, or specific account. You can also create journal entries for each account and budget amount. This detailed method provides for a formal audit trail and is used by construction companies and government agencies that need to record supplemental appropriations for an original budget.

To create budgets using a simple method, you can work with allocations or seasonal pattern spreads. Or, have managers create their department budgets using a PC spreadsheet and upload the figures into the final budget.

You can compare your budget-to-actual figures online using year-to-date, period-to-date, or any other time frame. This allows you to respond to variances in a timely manner. If your budget changes, you can create journal entries that explain the reason for the change to ensure that next year's budgets are more accurate.

Multi-national organizations can convert budgets into their functional currency for review at a department, subsidiary, country, continent, or global level.

Allocations

With allocations, you can assign and manage your costs more efficiently and accurately. You can define allocations for many purposes, such as to distribute expenses and create annual or period budgets. With one simple allocation, you can create budgets that reflect an increase or decrease over last year's budget or actual amounts.

You can allocate from one account to another account, based on values in a third account. For example, you can allocate your monthly utilities expense from an

overhead account to individual departments based on their percentage of square footage. In more complicated environments, you can create allocations based on other allocations and process them together.

This guide describes only indexed allocations.

See Also

- *General Accounting II Guide* for more information about the variable numerator and cost allocation methods

Reorganization Flexibility

Whether you are reorganizing to meet changing market demands, adding locations to take advantage of favorable business environments, or beginning a new project, you might need to change your organizational structure.

Traditionally, when organizations have changed their reporting structure, it has entailed reworking the chart of accounts, followed by a time-consuming data conversion to get the historical data into the new account coding design. With the General Accounting system, you can change your reporting structure in an efficient, timely manner. As you change an account number, the associated transaction detail and balance histories are transferred easily by the system, eliminating the need for difficult data conversions.

A free-form account number (that can be used as a cross-reference to an “old” account number) is available for the initial conversion to JD Edwards World software. The free-form account number can also be used for other purposes, such as resequencing a balance sheet. You can design a balance sheet that complies with your auditor’s needs without affecting the balance sheet that is meaningful to you.

Account Numbering Concepts

This guide uses the Business Unit.Object.Subsidiary standard notation for account numbers.

The account number includes both the Where and What. You can use periods, commas, or other user defined symbols to separate the components of the account number. The period (.) separator is the default.

See Also

- *Creating a Flexible Format (P0907)* in the *General Accounting II Guide* for information about how to set up the different account numbering methods

Business Unit - The “Where”

The business unit describes where in your organization the transaction will have an impact. It represents the lowest organizational level within your business – where you record all revenues, expenses, assets, liabilities, and equities. For example, a business unit can be a department, branch office, or truck.

Business units are unique 12-character, alphanumeric fields. The following applies:

- A business unit can belong to only one company.
- A company can have several business units.
- Each company has at least one business unit for the balance sheet.

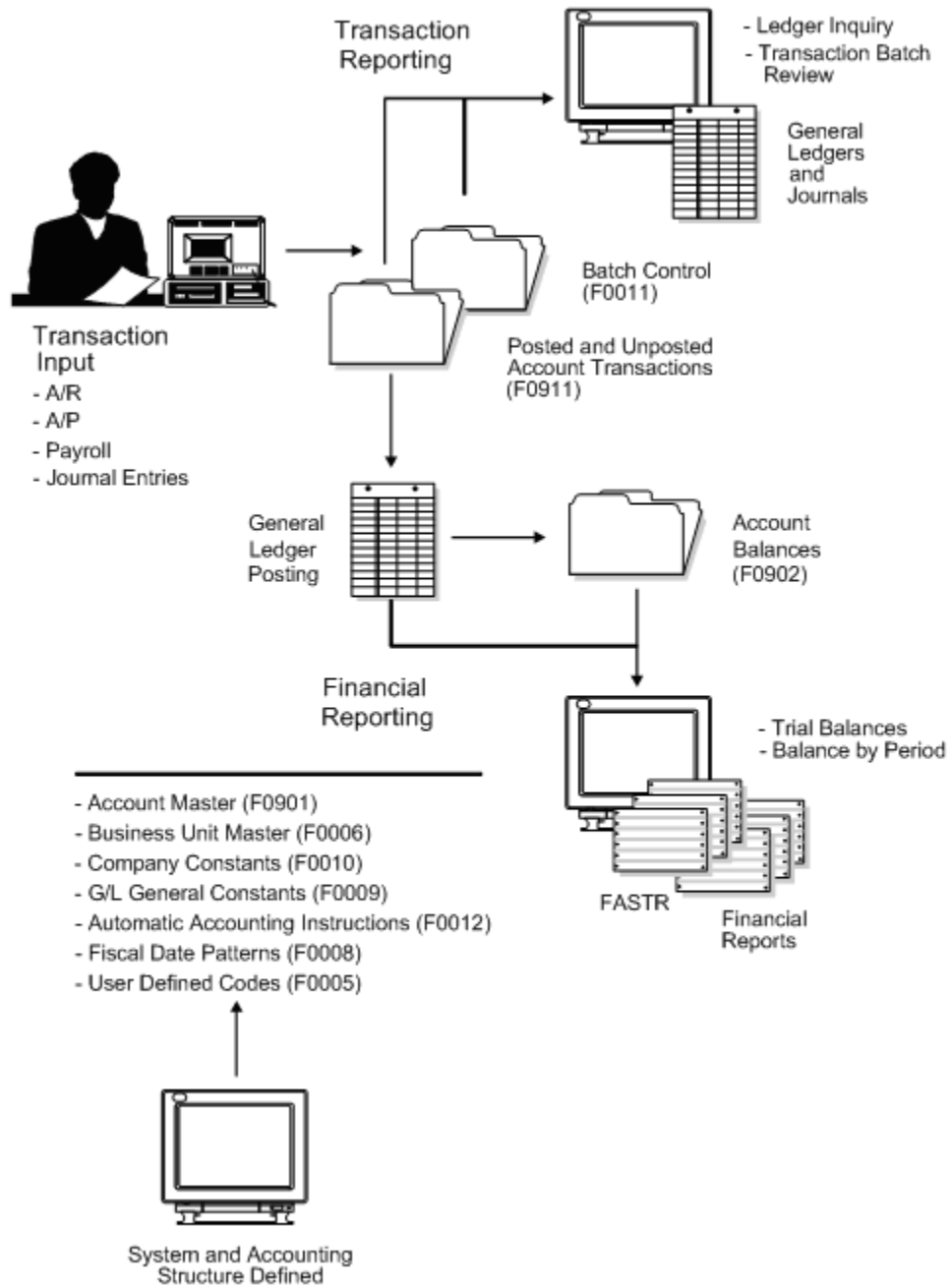
Object.Subsidiary - The “What”

The Object.Subsidiary represents what type of transaction is being created. An object is a description of the transaction, for example, Cash in Bank. A subsidiary is an expanded description of the object account, for example, Cash in Bank.FNB (First National Bank).

There are two parts of the “what”:

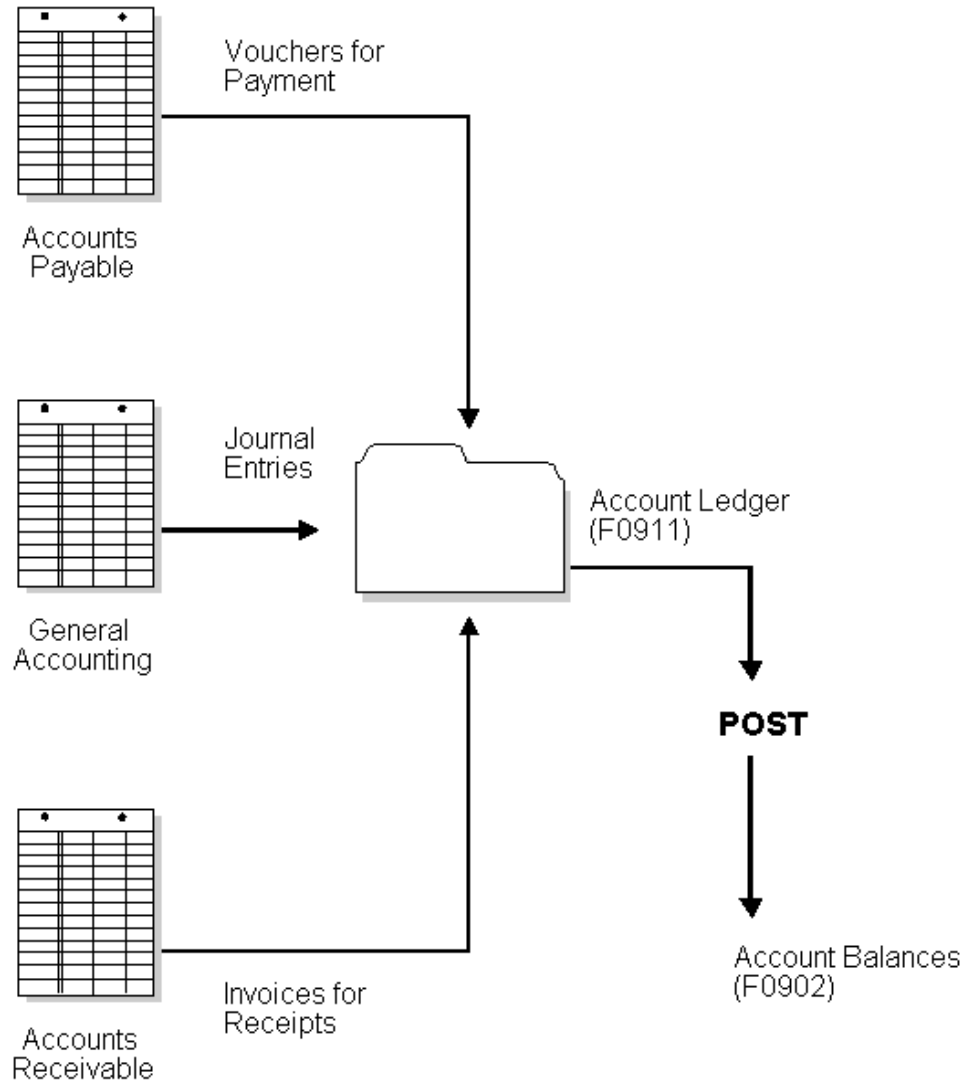
- Object (four or six characters, depending on your organization’s setup)
You can set up a five-character object if you are implementing the flexible chart of accounts feature.
- Subsidiary (one to eight characters)

General Accounting System Flow



Tables Used by General Accounting

Tables and Information Flow



Tables and Descriptions

The General Accounting system uses the following primary tables:

Table	Description
Account Master (F0901)	Stores account definitions, including account numbers and descriptions. There is one record per account.
Account Balances (F0902)	Stores account balances, for example, net postings for each period and prior year balances (net and cumulative). There is one record per account/ledger type/subledger/fiscal year/transaction currency (if you post by currency).

Table	Description
Account Ledger (F0911)	Stores transaction detail in the general ledger. There is one record per transaction line item that is not currency related. When you use multiple currencies, there are two records per transaction line item, one domestic and one foreign.

The General Accounting system also uses the following tables:

Table	Description
Next Numbers (F0002)	Stores the next available number for all automatically assigned numbers in the system, such as batch numbers and transaction numbers.
User Defined Codes (F0005)	Stores user defined codes and their descriptions.
Business Unit Master (F0006)	Stores business unit definitions, including name and number, company, and category codes.
Fiscal Date Patterns (F0008)	Stores the different fiscal date patterns that are set up for use by any company on the system.
General Constants (F0009)	Stores the rules that control General Accounting system-wide issues, such as account coding, batch control, batch approval, date validation, intercompany settlements, currency conversion, and batch balancing.
Company Constants (F0010)	Stores company definitions, including number and name, fiscal date pattern, and current period.
Batch Control Records (F0011)	Stores identification header records for each batch.
Automatic Accounting Instructions (F0012)	Stores the rules that control how the system creates automatic balancing entries, special interim totals for reports, and general information about the chart of accounts.
Sales/Use/VAT Tax (F0018)	Stores the transaction detail for each item that is subject to tax.

Menu Overview

The General Accounting menus are listed below.

Note: This list does not show navigation among the menus.

Menu Overview - General Accounting

General Accounting G09



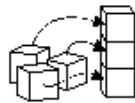
Daily Operations

- * Journal Entry, Reports, and Inquiries G0911
- * Accounting Reports and Inquiries G0912



Periodic Operations

- * Account Reconciliation G0921
- * Bank Statement Processing G09211
- * Integrity Reports and Updates G0922
- * Financial Reports G10
- * Account Budgeting G14
- * Other Budgeting Methods G1421
- * Allocations G0923
- * Consolidations G1011
- * Multi-Site Consolidations G1021
- * Multi-Currency Processing G11
- * Multi-Currency Monthly Valuation G1121
- * Multi-Currency Financial Restatement G1122
- * Periodic and Annual Processes G0924



Setup Operations

- * General Accounting System Setup G0941
- * Organizational and Account Setup G09411
- * Advanced Organization Setup G094111
- * Financial Reporting Setup G1041
- * Multi-Currency Setup G1141
- * Tax Processing and Reporting G0021



Advanced and Technical Operations

- * G/L Advanced and Technical Operations G0931
- * Intercompany Settlement Processing G09318
- * Cross-Environment Processing G09320

2 Journal Entry Processing

Overview to Journal Entry Processing

Objectives

- To understand the different types of journal entries
- To create and revise a journal entry
- To create journal entries using special formats
- To create and use model journal entries
- To review and post journal entries
- To revise and void a posted journal entry

About Journal Entry Processing

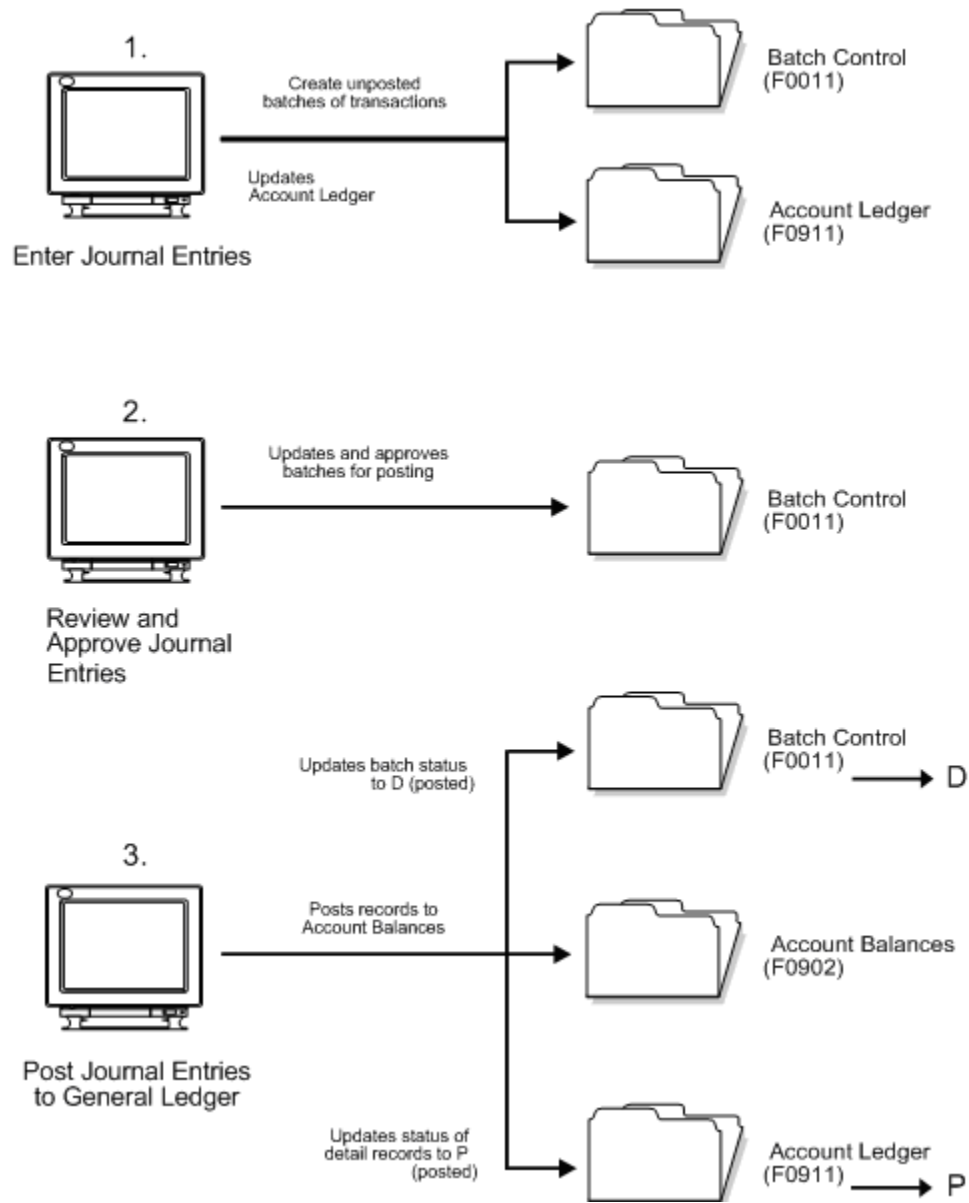
Use journal entries to add transactions to or adjust accounts in your general ledger. Effective journal entry processing is fundamental to the accuracy of your general ledger.

Journal entry processing consists of:

- Working with batch control for journal entries
- Working with basic journal entries
- Entering journal entries in special formats
- Working with other types of journal entries
- Working with model journal entries
- Entering journal entries with value-added tax (VAT)
- Reviewing and approving journal entries
- About the post process for journal entries
- Posting journal entries
- Revising and voiding posted journal entries
- Printing general journals

All JD Edwards World systems use three-tier processing to manage batches of transactions. Journal entry processing is an example of three-tier processing. The term *three-tier* refers to three necessary steps that you perform.

The following graphic illustrates three-tier processing.



Where Are Journal Entries Generated?

Journal entries are generated in two places:

- You enter transactions manually through the General Accounting system, such as:
 - Accruals
 - Adjustments
 - Reclassification of transactions
- The system generates journal entries based on transactions from another system, such as:

- Accounts Payable
- Accounts Receivable
- Payroll

What Are the Types of Journal Entries?

You can adapt the journal entry process to meet your needs by using the following types of entries:

Journal Entries	Description
Journal entries for multiple ledgers	You can enter journal entries for the various ledgers you have set up for budgets, statistical information, units, and so on.
Reversing journal entries	You can mark accrual journal entries to be reversed. After they are posted, the system creates and posts the reversing entries to the first day of the next period.
Percent journal entries	You can allocate amounts to different accounts in your G/L distribution based on the percentage entered for each line item.
Model journal entries	You can reduce data entry time by creating a set of templates for frequently used journal entries.
Recurring journal entries	For transactions that recur on a regular basis, you can manage journal entries that are created using the Cost Allocations process. See <i>Working with Cost Allocations</i> in the <i>General Accounting II Guide</i> .

When Do You Review and Approve Journal Entries?

After you enter journal entries, you can review and approve them at any time during the general ledger period before posting. Only approved batches of transactions are eligible to be posted. Use the review function to:

- Review and approve a batch for posting
- Place a batch in pending status so it cannot be posted until further analysis is completed
- Review and change journal entries

What Happens When You Post a Journal Entry?

After you review and approve journal entries, you post them to the general ledger. The post program:

- Selects unposted, approved batches of journal entries and edits each transaction against certain tables.
- Posts accepted transactions to the Account Balances table (F0902)

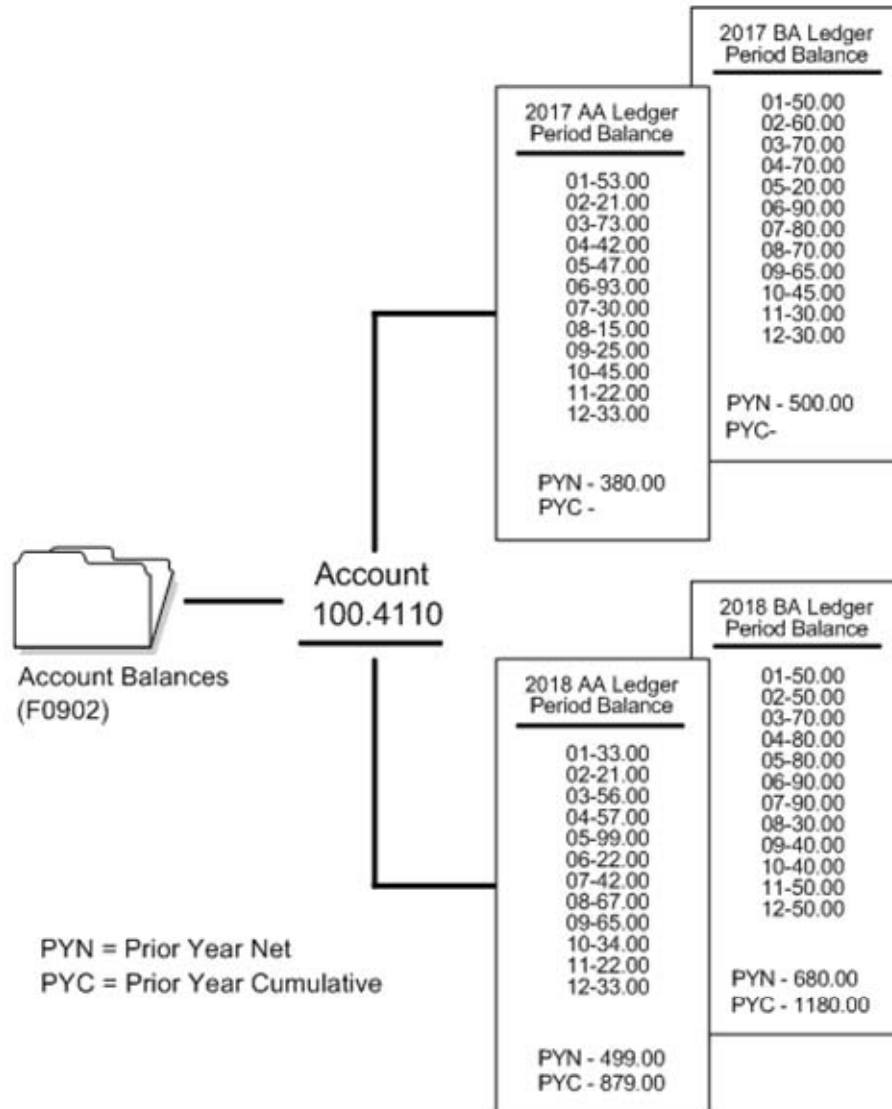
- Changes the status of the journal entry batch to indicate that it is posted
- Marks the detail lines of the journal entry as posted in the Account Ledger table (F0911)
- Produces a posting edit report, which lists any errors, and a posting journal report, which lists successfully posted batch details

How Are Balances Maintained?

You can process journal entries for different types of accounting information needs using different ledgers. The system uses ledger type codes to separate balance amounts and units for each ledger. The following shows some examples of ledger type codes and their corresponding ledgers:

Ledger Type Code	Ledger
AA	Actual amounts
BA	Budget amounts
AU	Actual units
BU	Budget units
CA	Foreign currency amounts

The following graphic illustrates how the system maintains various account balances.



What Are the Types of General Journal Reports?

You can print a general journal report to examine journal entry transactions before you post them to the general ledger. Printed reports provide an alternative to reviewing the general journal online. They are especially helpful when you are researching out-of-balance conditions. You can select from three types of reports:

- Unposted journal entries only
- Posted and unposted journal entries in batch number sequence
- Posted and unposted journal entries in account number sequence

Work with Batch Control for Journal Entries

Working with Batch Control for Journal Entries



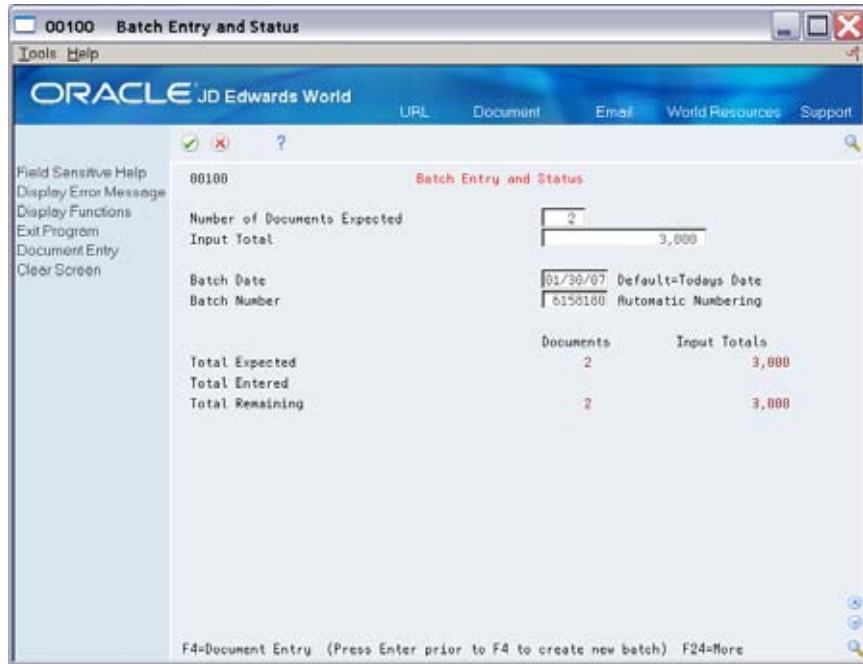
From General Accounting (G09), enter 29
From General Accounting System Setup (G0941), choose General Accounting Constants

Before entering journal entries, you can activate the batch control feature to help manage your journal entry process.

Use batch control to verify that the batch of journal entries you enter into the system balances to a manual record of the batch. Batch control information is stored in the Batch Control table (F0011).

Constant Name	Value
Action Code	<input type="checkbox"/>
Batch Control Required (Y/N)	<input checked="" type="checkbox"/>
Management Approval of Input (Y/N)	<input checked="" type="checkbox"/>
Management Approval of Input F/R (Y/N)	<input type="checkbox"/>
Allow PBCO Postings (Y/N)	<input checked="" type="checkbox"/>
Allow Invalid Accounts (Y/N)	<input checked="" type="checkbox"/>
Symbol to Identify Short Number	<input type="checkbox"/>
Symbol to Identify BU.Object.Sub	<input type="checkbox"/>
Symbol to Identify 3rd G/L Account	<input type="checkbox"/>
Account Separator Character	<input type="checkbox"/>
Intercompany Settlement(Y/D/C/1/2/3/*N)	<input type="checkbox"/>
Multi-Currency Conversion (Y/N/Z)	<input checked="" type="checkbox"/>
Allow Multi-Currency Intercompany JE	<input checked="" type="checkbox"/>

If you are using batch control, you enter information about your batch before you actually enter the journal entries. After you enter journal entries, the system compares the control totals with the actual totals you entered for the batch. If the totals do not match, the system displays the difference on Batch Entry and Status. This display is for your information only.



What You Should Know About

Entering decimals

The system does not assume the amount you enter includes two decimal places. For example, if you have a dollar amount that includes 25 cents, you must enter a decimal before the 25.

Posting a batch when the total entered does not match the total expected

If there is a difference between the total entered and the total expected, the system does not prevent you from posting the batch.

Multi-Currency batch totals

If you enter transactions of different currencies into the same batch, the system does not adjust for the decimal notations of the different currencies. Instead, you get a hash total.

Work with Basic Journal Entries

Working with Basic Journal Entries

You can enter journal entries using different ledger types and multiple detail lines that distribute amounts to various accounts. The basic journal entry process serves as the basis for working with other types of journal entries.

As you enter data, the General Accounting system validates the information in certain fields to ensure that the integrity of your financial data remains intact.

When you enter a journal entry, the system marks it as unposted and adds it to the Account Ledger table (F0911). When you post, the system updates the Account Balances table (F0902) and marks the journal entry as posted in the Account Ledger table.

Working with basic journal entries consists of:


This section contains the following:

- [Entering Basic Journal Entries \(P09101\)](#)
- [Accepting an Out-of-Balance Journal Entry](#)
- [Duplicating Account Number Segments](#)
- [Locating a Journal Entry](#)
- [Revising an Unposted Journal Entry](#)
- [Copying a Journal Entry](#)
- [Working with Invalid Account Numbers](#)
- [Adding Text to Journal Entries](#)

Before You Begin

- Set up your organization's chart of accounts
- Set up the general accounting constants that apply to journal entries
- Set up your fiscal date patterns in the company constants
- Set up your AAIs specifically for intercompany settlements
- Review the user defined code list (00/DT) for document types to ensure that JE is the document type for journal entries

Entering Basic Journal Entries (P09101)

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can enter many types of transactions using basic journal entries. When you enter a journal entry, the debit and credit amounts must balance.

Entering a basic journal entry consists of:

- Identifying the journal entry
- Entering the G/L distribution
- Correcting an out-of-balance condition

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

What You Should Know About

Reference numbers

When you complete a journal entry, the system displays the assigned batch and document numbers. You can use these numbers to facilitate locating and reviewing a journal entry.

See *Locating a Journal Entry*.

To identify the journal entry

For each journal entry, you must enter information to identify it in the system, such as the date that the journal entry will affect the general ledger.

On Journal Entry

The screenshot shows the Oracle JD Edwards World Journal Entry screen. The window title is "09101 Journal Entry". The interface includes a menu bar with "Tools" and "Help", and a toolbar with various icons. The main area is divided into several sections: "Field Sensitive Help" on the left, a header section with "09101 Journal Entry" and "Model (Y) F", and a data entry section with fields for "Action Code", "Document Type", "Document Number/Co", "G/L Date", "Remaining", "Skip to Line", "Explanation", "Batch Number", "Currency Code", and "Exchange Rate". Below these fields is a table with columns "Account No.", "Amount", and "Explanation 2". The table contains two rows of data: "1.1110.0000" with amount "1,500.00" and "1.1110.FIS" with amount "1,500.00". At the bottom, there is a footer with function keys: "F5=Make New Model F6=% JE F15=Model JE's F13=Acct Master F24=More Keys".

1. Complete the following fields:
 - Document Type
 - Explanation
 - G/L Date
2. Complete the following fields, or let the system assign the values:
 - Document Number / Company
 - Currency Code

After you complete these steps, follow the steps to enter the G/L distribution.

Field	Explanation
Document Type	<p>A user defined code (system 00/type DT) that identifies the origin and purpose of the transaction.</p> <p>JD Edwards World reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets.</p> <p>The reserved document type prefixes for codes are:</p> <ul style="list-style-type: none"> P Accounts payable documents R Accounts receivable documents T Payroll documents I Inventory documents O Order processing documents J General ledger/joint interest billing documents <p>The system creates offsetting entries as appropriate for these document types when you post batches.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The document type for journal entries is JE. The document type of a model percent journal entry is %. It changes to JE when you create an actual journal entry from the model.</p>
G/L Date	<p>A date that identifies the financial period to which the transaction will be posted. The Fiscal Date Pattern for general accounting specifies the date range for each financial period. You can have up to 14 periods. Generally, period 14 is for audit adjustments.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you do not specify a G/L date when you are locating journal entries, the system displays journal entries for all G/L dates associated with the document, as specified by document number, document type, and document company.</p> <p>To keep the periods in balance when you void reversing journal entries, use the same date in the voiding entry as shown for the corresponding journal entry you are voiding.</p>
Document (Voucher, Invoice, etc.)	<p>A number that identifies the original document, such as a voucher, an invoice, unapplied cash, or a journal entry. On entry forms, you can assign the original document number or let the system assign it through Next Numbers.</p>
Co (Document Company)	<p>A number that, along with document number, document type and G/L date, uniquely identifies an original document, such as invoice, voucher, or journal entry.</p> <p>For World, if you are using the Next Numbers by Company/Fiscal Year feature, the Automatic Next Numbers program (X0010) uses the document company to retrieve the correct next number for that company.</p> <p>If two or more original documents have the same document number and document type, you can use the document company to locate the desired document.</p>

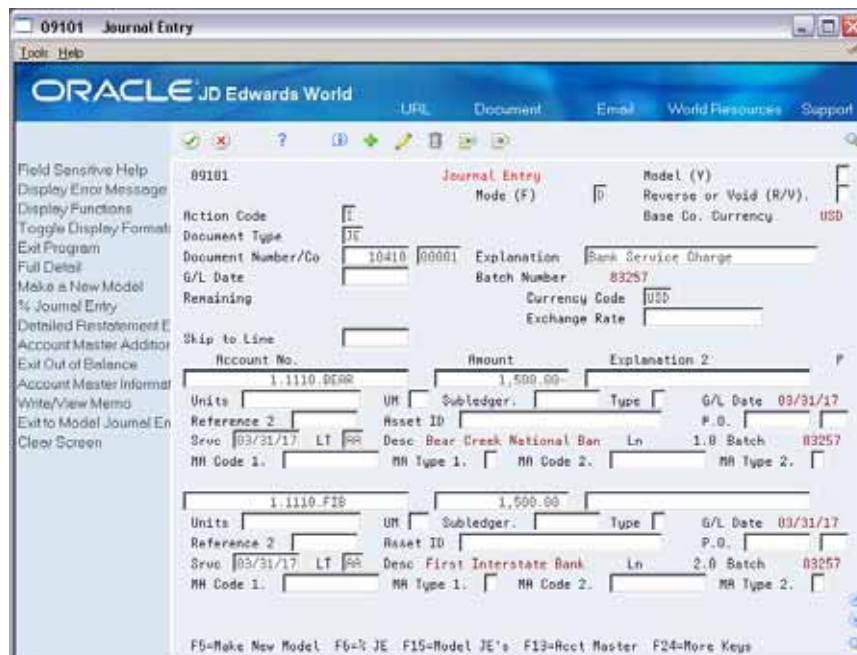
Field	Explanation
Currency Code	<p>A code specifying the currency of the transaction. This can be any code defined on the Designate Currency Codes form.</p> <p>Note: This currency field only applies when currency is activated.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you leave this field blank, the system supplies the company currency code associated with the account number of the first detail line for the journal entry.</p>

To enter the G/L distribution

After you enter the information that identifies the journal entry, enter the detail lines that distribute the journal entry amount to the G/L accounts.

On Journal Entry

- Complete the following fields for each G/L account to which amounts will be distributed:
 - Account Number
 - Amount
 - Explanation 2 (optional)
- Review the following field:
 - Batch Number
- Access the detail area.



4. Verify the following field:

- Type (Ledger Type)

5. To add the record, press Enter.

If the remaining amount has a balance, you must correct or accept the out-of-balance condition.

Field	Explanation
Account No	<p>Identifies an account in the general ledger. You can use one of the following formats for account numbers:</p> <ol style="list-style-type: none"> 1 Standard account number (business unit.object.subsidiary or flexible format) 2 Third G/L number (maximum of 25 digits) 3 8-digit short account ID number 4 Speed code <p>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program (P000909).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Depending on your general accounting constants, you might be able to accept an invalid account number. Insert an & (ampersand) as the first character in front of the invalid account number. For example, &90.1107</p>
Amount	<p>A number that identifies the actual amount. Type debits with no sign or a plus sign (+). Type credits with a minus sign (-) either before or after the amount. You can use decimals, dollar signs, and commas. The system ignores non-significant symbols.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>For a percent journal entry or a model for percent journal entries, enter the percent to be distributed to the account without a % (percent) sign. For example, enter 25.75 for 25.75%. The system will calculate the amount as a percentage of the amount to distribute.</p> <p>When you use the Journal Entry format with separate debit and credit columns, omit signs. Instead, enter the amount in the appropriate column (debit or credit).</p>
Explanation 2	<p>A name or remark that describes an element in the JD Edwards World systems.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>An optional description of the transaction or a remark. Press the key that is set up to act as a duplication key to copy the description from the preceding line.</p>

Field	Explanation
Batch Number	A number that identifies a group of transactions that the system processes and balances as a unit. When you enter a batch, you can either assign a batch number or let the system assign it through Next Numbers. When you change, locate, or delete a batch, you must specify the batch number.
G/L Posted Code	<p>A code that designates the posting status of a transaction in the general ledger. Valid codes are:</p> <p>P Posted. (You cannot alter posted transactions.)</p> <p>M Model journal entry.</p> <p>Blank Unposted status.</p> <p>This code also designates the status of the posting of each particular transaction in the A/R and A/P Ledger tables. Valid codes are:</p> <p>P Transactions that have been processed through cash entries programs and will require being edited again in the pre-post process.</p> <p>X Transactions that were originally coded P from cash entries programs have been processed through pre-post.</p> <p>D Transactions that have been successively posted or that have been processed through the cash entries programs with a one-to-one record relationship with the general ledger (for example, adjustments, journal entry from cash receipts, and so on).</p>
Type (Ledger Type)	<p>A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The default ledger type is AA.</p>

To correct an out-of-balance condition

In most cases, you will need to correct a journal entry so that the debit amounts balance to the credit amounts before the system will accept it.

On Journal Entry

1. Review the following field to determine the adjustment amount:
 - Remaining
2. Do one of the following:
 - Correct the journal entry so that the debits balance to the credits and press Enter.

- Delete the journal entry.
- Accept the out of balance entry.

Field	Explanation
Remaining	<p>The current balance of the document.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The amount of the journal entry remaining to be distributed. An amount appears in this field if the transaction is out of balance. A positive amount indicates debits are greater than credits. A negative amount indicates credits are greater than debits.</p>

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Accepting an Out-of-Balance Journal Entry

Debits and credits must be equal for a journal entry to be in balance. In most cases, if a journal entry has a remaining amount, you need to find and correct the error. However, you might need to accept an out-of-balance journal entry if an unusual situation occurs. For example:

- You are entering a journal entry to correct an out-of-balance condition in the general ledger for one or more companies. This could happen if the post process terminated abnormally and the system posted only part of an original journal entry.
- You are entering a long journal entry. You need to leave and, before you sign off; you want to save your work-in-process.

To accept an out-of-balance journal entry

On Journal Entry

1. Review the following field to determine the problem:
 - Remaining
2. To accept the out-of-balance journal entry, press F12.

See Also

- *Revising Batches to Post Out-of-Balance (P0011) in the General Accounting II Guide* for information about how to post an out-of-balance batch

Duplicating Account Number Segments

When you are entering journal entries, you can duplicate account numbers from one detail line to another to save time and reduce keying errors.

Example: Duplicating Account Number Segments

The following illustrates how duplication works in a single journal entry. It shows a series of account numbers you might enter followed by the corresponding account numbers the system will use.

You type	The system uses
100.1110.FRANCE	100.1110.FRANCE
. .BEAR	100.1110.BEAR
50. .	50.1110.BEAR
100..	100.1110.BEAR
.1810	100.1810
70.	70.1810
.	70.1810

The system replaces each separator character with the missing part of the account number by copying the same part from the preceding account number. If there is only one separator character, the system copies the business unit.object from the preceding detail line.

To duplicate account number segments

On Journal Entry

During journal entry, replace each part (business unit, object account, and subsidiary account) of the account number to be duplicated with a separator character in the following field:

- Account Number

Locating a Journal Entry



From General Accounting (G09), choose **Journal Entries**
From Journal Entry, Reports, & Inquiries (G0911), choose **Journal Entry**

You must locate a journal entry before you can review, change, delete, or void it.

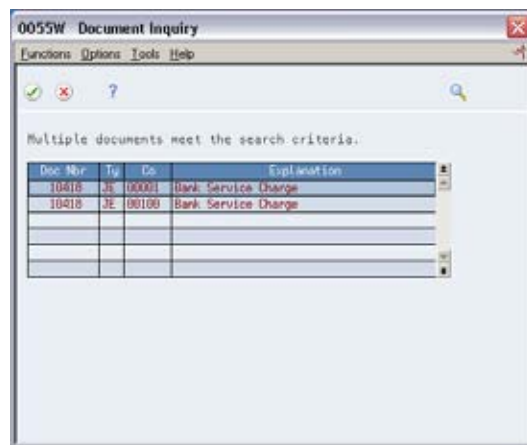
To locate a journal entry

On Journal Entry

1. Complete the following fields:
 - Document Type
 - Document Number
2. Complete the following optional fields and press Enter:
 - G/L Date
 - Document Company

If there are multiple documents for the same document number and type, you must select a document by looking at the associated company. Depending on your user preference settings, the system either:


- Selects the journal entry for the company in your user preferences
 - Displays Document Inquiry
3. If Document Inquiry appears, select a journal entry.



See Also

- *Reviewing and Approving Journal Entries (P00201)* for information about other ways to locate journal entries

Revising an Unposted Journal Entry

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can change or delete unposted journal entries. You *cannot* change the following key fields:

- Document Type
- Document Number / Company

- G/L Date
- Currency Code
- Type (Ledger Type)

To change the information in these fields, do one of the following:

- Delete and re-enter the journal entry
- Copy the journal entry and change these fields on the new journal entry before you enter it, then delete the incorrect journal entry

To revise an unposted journal entry

On Journal Entry

1. Locate the journal entry.
2. To revise a specific detail line of a lengthy journal entry, complete the following field:
 - Skip to Line
3. Complete the following fields, as necessary:
 - Explanation
 - Account Number
 - Amount
 - Explanation 2
4. Use the Change action.

Field	Explanation
Skip to Line	To move rapidly through a long list of journal entries, enter a line number. The system shifts the information on that line to the top of the display.


What You Should Know About

Deleting or voiding	To remove an unposted journal entry from the system, delete it. Deleting does not provide an audit trail. If you need to maintain an audit trail, you can post the transactions and then void the journal entry.
Changing or deleting entries from other systems	Do not change or delete journal entries that were originated in another system, such as Accounts Payable. To change a journal entry that is associated with an invoice or a voucher, use the corresponding Accounts Receivable or Accounts Payable system.

See Also

- *Revising a Posted Journal Entry (P09101)*

Copying a Journal Entry

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can create a new journal entry by copying an existing journal entry and then changing the copy. This procedure is useful when you need to:

- Correct errors in fields that you cannot change on an existing journal entry, such as the G/L date. In this case, you can use the copy to replace the existing journal entry.
- Enter a journal entry that is similar to an existing lengthy journal entry.

You can copy a posted or an unposted journal entry.

To copy a journal entry

On Journal Entry

1. Locate the journal entry.
2. Clear the following field:
 - Document Number
3. Change other fields as necessary.
4. Use the Add action.
5. If the new journal entry replaces the existing one, do the following:
 - Locate the journal entry you copied from
 - Delete or void it

What You Should Know About

Making multiple copies

If you need similar journal entries on an ongoing basis, consider creating a model journal entry or a cost allocation.

See *Working with Model Journal Entries*

Working with Invalid Account Numbers

If you enter an account number that is not set up in your chart of accounts, the system displays an error message and does not accept the entry. You must do one of the following:

- Choose a valid account number

- Temporarily accept the invalid account number
- Add the account number

Choosing a valid account number is always available. You might not have authority to temporarily accept or add an account number.

The system validates the account numbers you enter on Journal Entry against the information in the Account Master table (F0901).

Choosing a Valid Account Number

When you need to change an invalid account number, you can search for the valid account number by description, by number, or by partial description. If you already know the valid number, you can correct the entry.

To choose a valid account number

On Journal Entry

1. If you do not know the valid account number, press F1 in the following field to access a list of account numbers:
 - Account Number



2. On Account Number, complete the following field to search for a specific account by description or part of the number:
 - Skip to
3. Choose a valid posting account number.

Field	Explanation
Skip to	<p>An account number or a description.</p> <p><i>Form-specific information</i></p> <p>This field is used on Accounting Structure to handle two functions: entering a specific account number to skip to, or searching for an account description.</p> <p>Using Query Search, you can search for an alphabetic match by entering either of the following:</p> <ul style="list-style-type: none">▪ Full description▪ Partial text followed by an * (asterisk). The system searches for all descriptions that include the entered characters. For example, enter TAX* for all descriptions that begin with the characters TAX.

Temporarily Accepting Invalid Account Numbers

Depending on your general accounting constants, you might be able to accept an invalid account number temporarily. Doing this is useful in either of the following situations:

- You are not sure what the correct account number is.
- You are not authorized to add new accounts.

Before You Begin

- Ensure that the business unit segment of the invalid account number is set up as a valid business unit. If it is not, the system will not accept the entry.

To temporarily accept an invalid account number

On Journal Entry

1. Insert an & (ampersand) as the first character in front of the invalid account number (for example, &90.1107) in the following field:
 - Account Number
2. To add the record, press Enter.

What You Should Know About

Posting invalid account numbers

If you temporarily accept an invalid account number, the system sets the status of the batch to "error." You cannot post the batch even if it is approved. Account numbers must be in the Account Master table (F0901) before the batch can successfully post. Depending on your setup, you can fix invalid account numbers in three ways:

- Change the account number on Journal Entry.
- Add the account number to the chart of accounts. Then you can approve the batch and post as usual. You do not have to remove the & symbol from the account number on Journal Entry.
- Let the post program create the account number.

See *Creating Accounts Dynamically*.

Adding Account Numbers

If you are authorized, you can add account numbers to your chart of accounts. This task consists of:

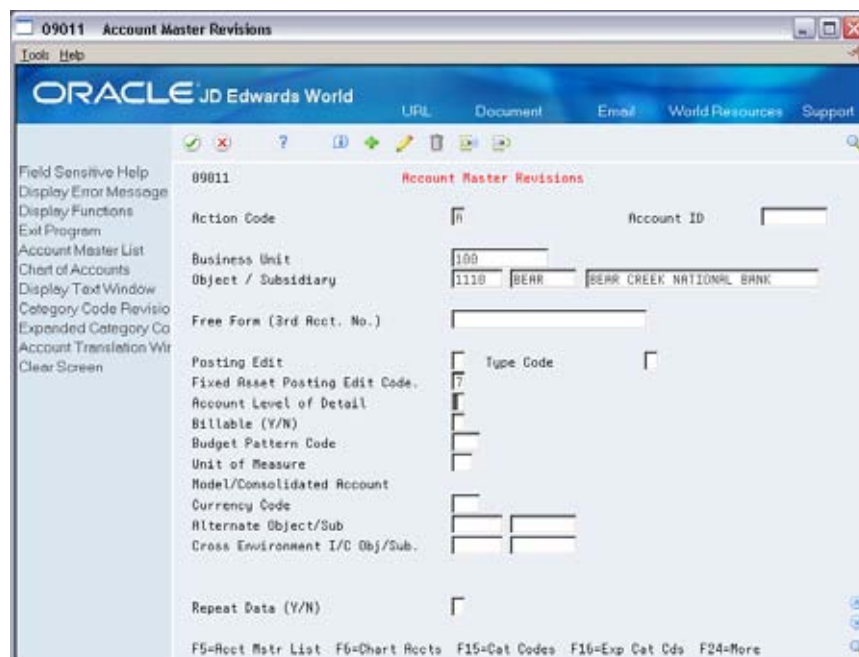
- Adding a single account number
- Adding multiple account numbers

If you add a single account number, you can enter all of the information for your chart of accounts. If you add multiple account numbers at the same time, you can access only the required part of the account information.

To add a single account number

On Journal Entry

1. Access Account Master Revisions by pressing F13.



2. On Account Master Revisions, complete the following fields:

- Business Unit
- Object
- Subsidiary (optional)
- Description
- Account Level of Detail

3. To add the record, press Enter.

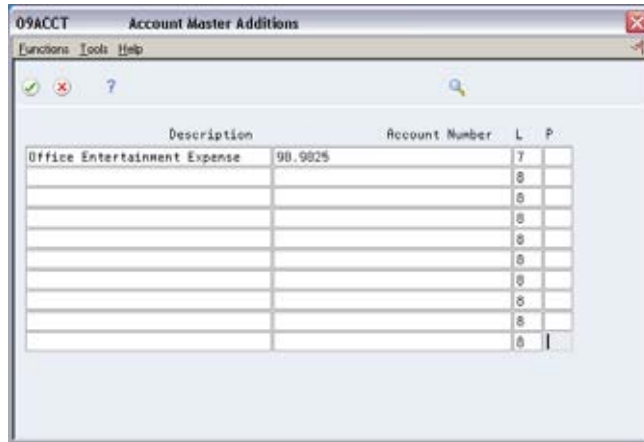
See Also

- *Setting Up Accounts (P0901)* for more information about adding account numbers

To add multiple account numbers

On Journal Entry

1. Access Account Master Additions by pressing F10.



The system preloads a level of detail of 8. You should change this to fit your chart of accounts. If you receive an *Invalid Account* message before choosing Account Master Additions, the system also preloads the invalid account number.

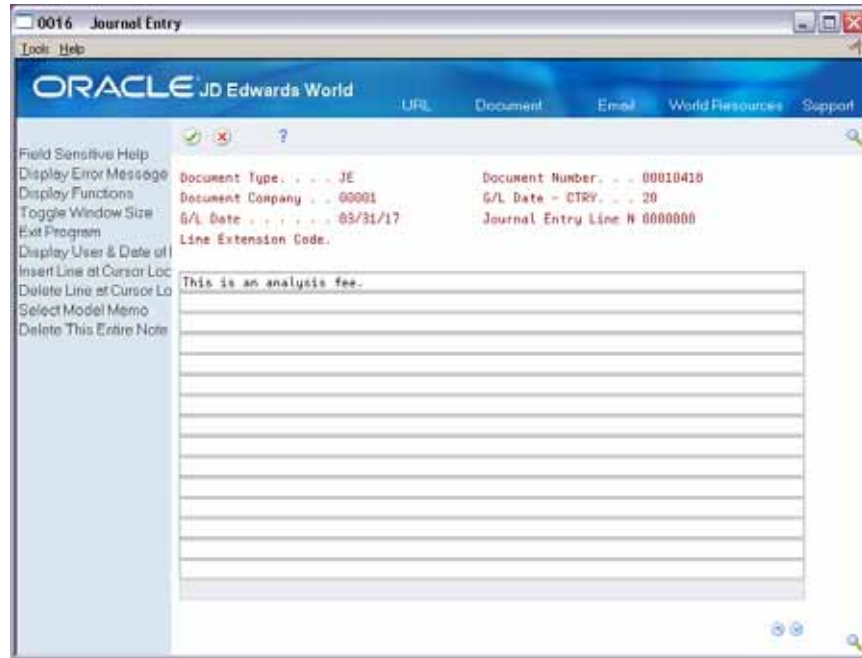
2. On Account Master Additions, complete the following fields:
 - Description
 - Account Number
3. Change the following fields as necessary:
 - L (Level of Detail)
 - P (Posting Edit)

Adding Text to Journal Entries

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
--	---

After you enter a journal entry, you can select it to add a comment or memo to it. This text is for internal reference only. Complete one or both of the following tasks:

- Add text for an entire journal entry
- Add text for a detail line of a journal entry



What You Should Know About

- | | |
|----------------------------|--|
| Size of text entry | You can enter up to 32,000 characters of text. |
| Highlighted fields | When you add text to a journal entry or a detail line for a journal entry, the system highlights the associated field on Journal Entry and on inquiry forms, such as Account Ledger Inquiry. |
| Printing added text | You can set a processing option on the General Ledger by Business Unit report to include the text added to journal entries.
<i>See Printing General Ledger by Business Unit.</i> |

To add text for an entire journal entry

On Journal Entry

1. Locate the journal entry.
2. From one of the entry fields in the header, press F14.
3. On the Journal Entry text form, enter the text and press Enter.
4. Return to Journal Entry.

To add text to a detail line of a journal entry

On Journal Entry

1. Locate the journal entry.

2. From any detail line, press F14.
3. On the Journal Entry text form, enter the text and press Enter.
4. Return to Journal Entry.

Enter Journal Entries in Special Formats

Entering Journal Entries in Special Formats

You can enter journal entries using a format that differs from the basic journal entry format. Special formats save time and are more convenient because they are designed for specific types of journal entries or for use in other JD Edwards World systems.

Entering journal entries in special formats includes:

- [Entering a Journal Entry with Subledger Information](#)
- [Entering a Journal Entry for the Energy Systems](#)
- [Entering a Journal Entry for Fixed Assets](#)
- [Entering a Journal Entry with Units](#)
- [Entering a Journal Entry for Work Orders](#)
- [Entering a Journal Entry with Debit/Credit Columns](#)

What You Should Know About

Format options

A processing option controls the sequence in which the system displays the formats. Setting this option lets you specify that the format you most commonly use displays first.

Where the formats differ from the basic format

In all formats except the energy format, the detailed G/L distribution lines include the additional fields required for the special type of journal entry. The energy format provides the additional fields in the detail area.

When the basic journal entry format also works

Although the special formats provide faster entry, you can enter the same information in the detail area of the basic journal entry format for:

- Subledgers
- Fixed assets
- Units

The special fields for energy and work orders, and the columns for debits and credits, are available only when you use those special formats.

See Also

- *Working with Basic Journal Entries (P09101)*

Entering a Journal Entry with Subledger Information



From General Accounting (G09), choose **Journal Entries**
From Journal Entry, Reports, & Inquiries (G0911), choose **Journal Entry**

Subledgers provide a more detailed record of accounting activity. You can use subledgers in addition to the regular account numbers (business unit.object.subsidiary). To enter subledgers quickly, use the special format provided for this type of information.

For example, to record revenue and expenses by salesperson, you can include the salesperson's address book number as a subledger when you record the expense. You can then locate and review revenues and expenses by salesperson. Additionally, you do not have to add records to your chart of accounts to get this level of detail.

A subledger number can be:

- An address book number
- A business unit number
- A sales order number
- A work order number
- An equipment number
- A lease number
- An item number
- A user defined alphanumeric code

You must specify both a subledger number and a subledger type. There are eight predefined subledger types. The system uses the subledger type to validate the subledger number against a JD Edwards World master table, as follows:

Type	Description	Master Table
A	Customers, employees, owners	Address Book Master table (F0101)
C	Business units	Business Unit Master table (F0006)
E	Equipment numbers	Equipment Master table (F1201)
I	Short item numbers	Item Master table (F4101)
J	Job change requests	Change Request Master table (F5301)
L	Lease numbers	Tenant/Lease Master table (F1501)
O	Order numbers	Sales Order Header table (F4201)

Type	Description	Master Table
S	Structured subledgers	Chart of Accounts Format table (F0907)
W	Work orders	Work Order Master table (F4801)
X, Y, and Z		User defined

You can also define other subledger types and specify a user defined code table for each. The system edits the subledger number against the user defined code table for the subledger type.

To enter a journal entry with subledger information

On Journal Entry

1. Access the subledger format by pressing F2 (multiple times if needed).

2. Follow the steps to enter a basic journal entry.
3. Include the following fields in the G/L distribution entry:
 - Subledger
 - Subledger Type
 - Explanation 2 (optional)
4. Access the detail area to include information for the audit trail.
5. Complete the following optional field:
 - Reference 2

6. To add the record, press Enter.

Field	Explanation
Subledger - G/L	A code that identifies a detailed auxiliary account within a general ledger account. A subledger can be an equipment item number, an address book number, and so forth. If you enter a subledger, you must also specify the subledger type.
Subledger Type	A user defined code (00/ST) that identifies the category of subledger. The subledger type is used with the Subledger field.

What You Should Know About

Posting edit codes L and S If you assign posting edit code L or S to an account, and if the account has an assigned subledger type, every transaction for the account requires the following:


- Subledger
- Subledger type

The subledger type for the transaction must match the subledger type code that you defined for the account.

See Also

- *Defining Additional Subledger Types (P00051)*

Entering a Journal Entry for the Energy Systems

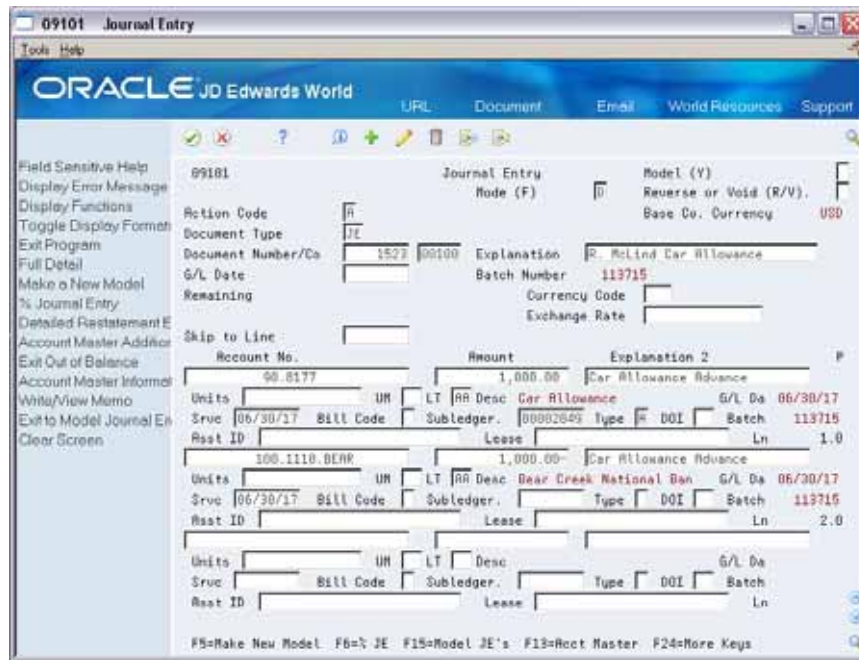
	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

To enter information typically required for the oil and gas industry, use the special format designed for use with energy data.

To enter a journal entry for energy

On Journal Entry

1. Access the energy format by accessing the detail area and pressing F2 (multiple times if needed).
2. Follow the steps to enter a basic journal entry.




3. Complete the following fields for each G/L distribution:

- Bill Code
- DOI (Division of Interest)
- Lease

Field	Explanation
Bill Code	<p>A user defined code (system 98, type BC) that identifies the billing status for the Joint Interest Billing (JIB) system. Valid codes include:</p> <p>Blank Blank (the default value) indicates transactions that are billable if a valid Division of Interest (DOI) exists for the business unit and if the object account is within the billable range of accounts.</p> <p>N Specifies that a transaction is not billable, regardless of the business unit, DOI, or account range.</p> <p>D Direct charges the owner specified in the subledger field at 100%.</p> <p>Note: Direct charges are only allowed for entity type O (outsider).</p> <p>H Holds a billable transaction until the user wants to manually release the transaction by changing the Bill Code.</p> <p>M Manual DOI code assignment requires a valid DOI code to be input. During JIB Cost Allocations and Billing, this code will be changed based on the processing status. G/L file purging uses this code also.</p>

Field	Explanation
DOI	A number that identifies a specific Division of Interest (DOI) for a business unit. You can have up to 99 revenue and 99 billing DOIs per business unit. Multiple DOIs can occur for a variety of reasons. For billing, multiple DOIs let you bill different account ranges or change ownership as of a specific date. For revenue distribution, multiple DOIs can be used for different products, purchase contracts, ownership changes, or owner certification changes as of a particular date. For land, multiple DOIs can be used to identify different ownerships for different tracts on a lease or BPO/APO (Before Payout/After Payout) working interest changes.
Outsider Lease or Well ID	An alternate lease or well number as assigned by an outsider (governmental body or a purchaser). This number will often correspond to a product and/or purchaser combination for a particular sale. This field is also used as a generic cross reference to the lease master table for such items as unit numbers, contract numbers, well numbers, old lease numbers and so on.

Entering a Journal Entry for Fixed Assets

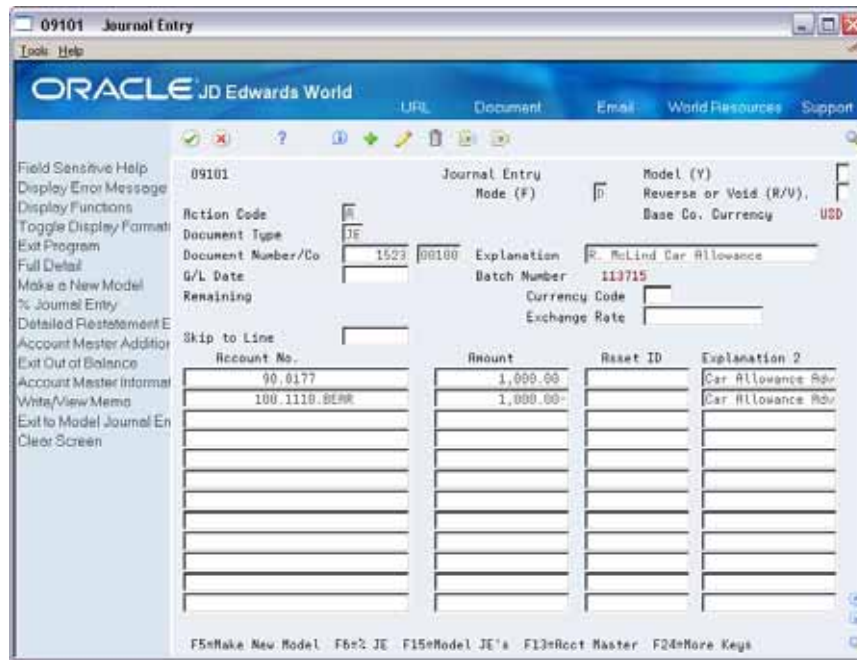
	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

To enter property and equipment information quickly, use the special format designed for the JD Edwards World Fixed Assets system.

To enter a journal entry for fixed assets

On Journal Entry

1. Access the fixed assets format by pressing F2 (multiple times if needed).



2. Follow the steps to enter a basic journal entry.
3. Complete the following field for each G/L distribution entry:
 - Asset ID

Field	Explanation
Asset ID	<p>Enter the asset number in one of three different formats:</p> <ol style="list-style-type: none"> 1 Item number (a computer-assigned, 8-digit numeric control number). 2 Unit number (12-character alphanumeric field). 3 Serial number (25-character alphanumeric field). <p>Every asset has an item number. Unit number and serial number are optional.</p> <p>The first character that you enter indicates which asset number you are entering. The system examines the first position for a special character (/ or *). If you do not enter a special character in the first position of the field, the system assumes that you are using the default asset number defined for your system. You identify the special characters on the constants form.</p>

Entering a Journal Entry with Units

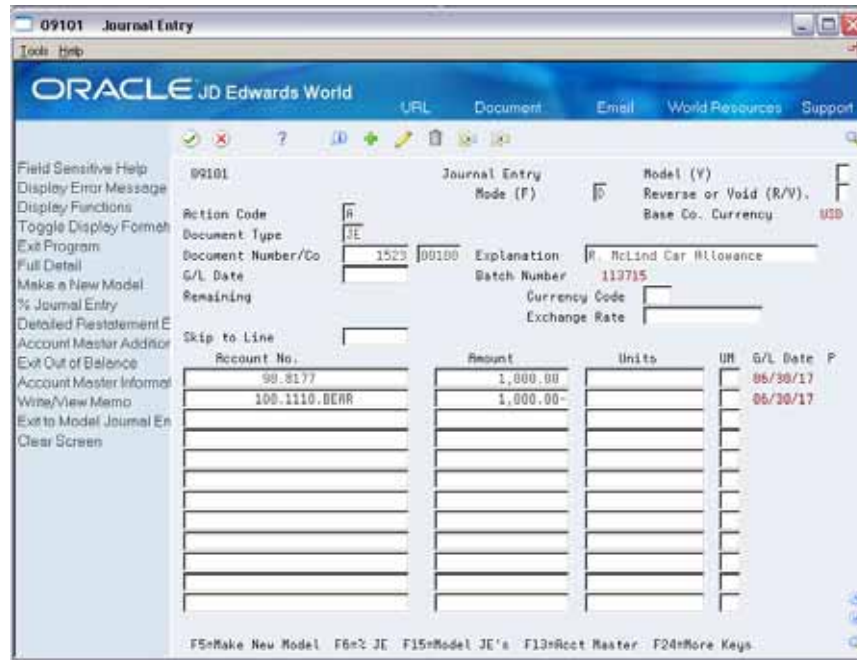
	<p>From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry</p>
--	--

To enter units and units of measure quickly, use the special format designed for the JD Edwards World Manufacturing systems.

To enter a journal entry with units

On Journal Entry


1. Access the units' format by pressing F2 (multiple times if needed).



2. Follow the steps to enter a basic journal entry.
3. Complete the following fields for each G/L distribution entry:
 - Units
 - Unit of Measure

Field	Explanation
Units	The quantity of something that is identified by a unit of measure. For example, it can be the number of barrels, boxes, cubic yards, gallons, hours, and so on.
Unit of Measure	A user defined code (system 00/type UM) that identifies the unit of measurement for an amount or quantity. For example, it can be the number of barrels, boxes, cubic yards, gallons, hours, and so on. Note: In the journal entry program, the default for units of measure is derived from the Account Master unit of measure. If you enter units, the system uses the required account as the default for this field.

Entering a Journal Entry for Work Orders

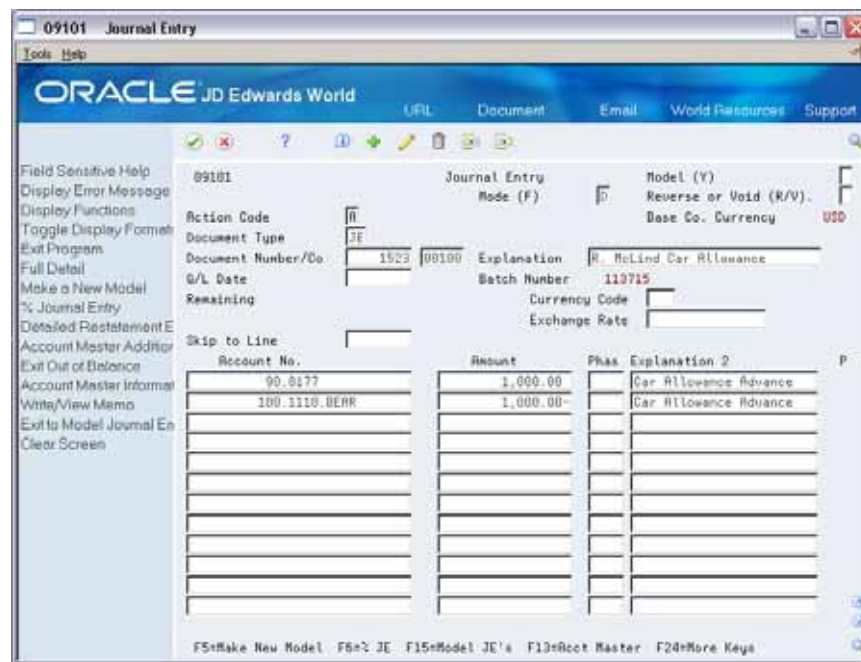
	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

To specify the current stage of development, or phase, in journal entries, use the special format designed for the JD Edwards World Work Orders system.

To enter a journal entry for work orders

On Journal Entry


1. Access the phase format by pressing F2 (multiple times if needed).



2. Follow the steps to enter a basic journal entry.
3. Complete the following field for each G/L distribution entry:
 - Phase

Field	Explanation
Phase	A user defined code (00/W1) that indicates the current stage or phase of development for a work order. You can assign a work order to only one phase code at a time. Note: Certain forms contain a processing option that allows you to enter a default value for this field. If you enter a default value on a form for which you have set this processing option, the system displays the value in the appropriate fields on any work orders that you create. The system also displays the value on the Project Setup form. You can either accept or override the default value.

Entering a Journal Entry with Debit/Credit Columns

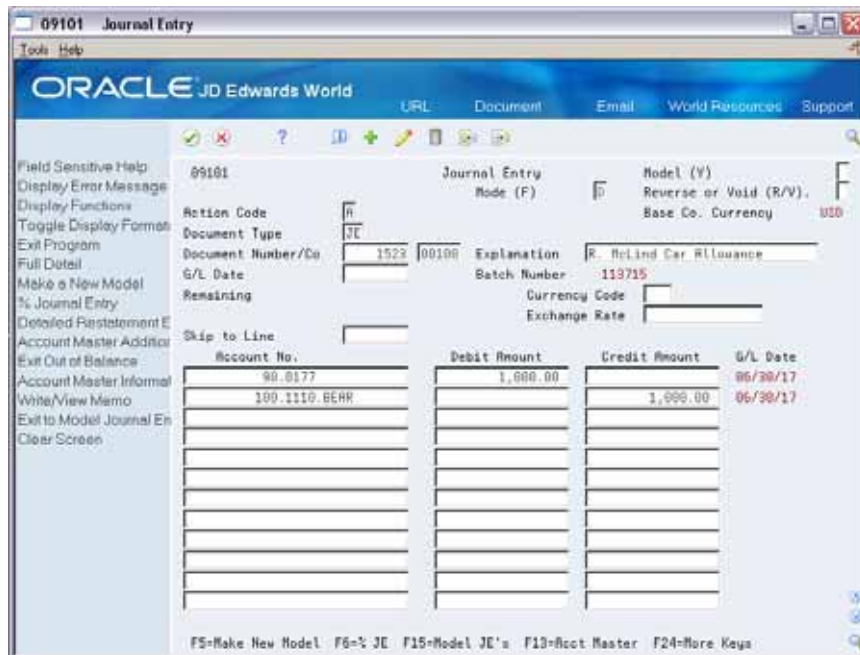
	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can enter debits and credits in a two-column format. An advantage of this format is that you do not need to enter the - (minus) sign for credits.

To enter a journal entry with debit and credit columns

On Journal Entry

1. Access the debit/credit format by pressing F2 (multiple times if needed).



2. Follow the steps to enter a basic journal entry.
3. Complete one of the following fields for each G/L distribution:
 - Debit Amount
 - Credit Amount

Work with Other Types of Journal Entries

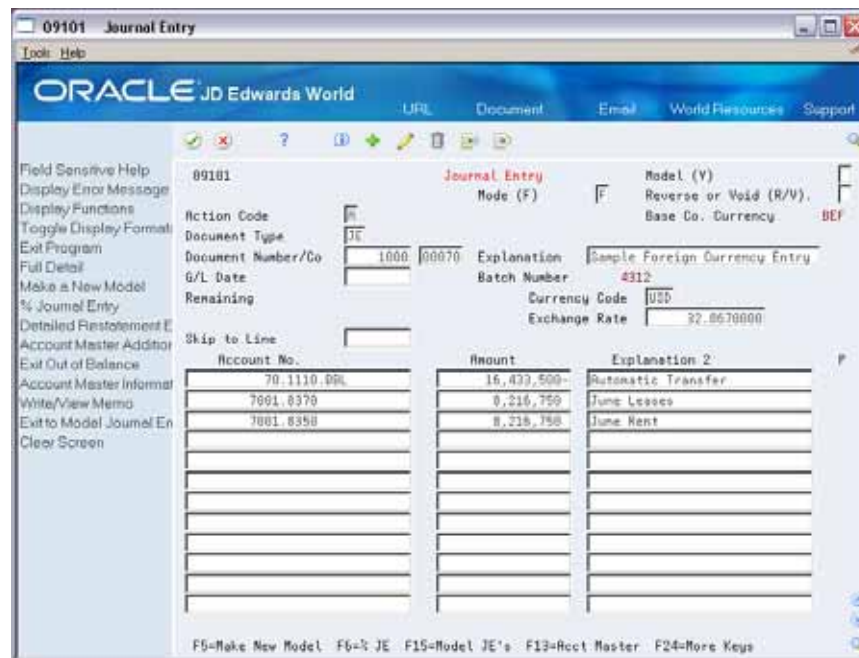
Working with Other Types of Journal Entries

In addition to basic journal entries and entries with special formats, you can enter the following journal entries:

- Entries that will be reversed in the next accounting period
- Entries where the G/L distribution is based on percentages rather than amounts
- Entries involving foreign currency

Working with other types of journal entries consists of:


- [Entering a Reversing Journal Entry](#)
- [Entering a Percent Journal Entry](#)
- [Working with Journal Entries with Foreign Currency](#)



See Also

- *Working with Basic Journal Entries (P09101)*

Entering a Reversing Journal Entry

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can enter journal entries that you want to reverse on the first day of the next G/L accounting period. Reversing journal entries are used most often for periodic accruals. The G/L date of a reversing journal entry is the first day of the next accounting period.

To enter a reversing journal entry

On Journal Entry

1. Follow the steps to enter a basic journal entry.
2. Complete the following field with R:
 - Reverse or Void

The system generates the reversing journal entry when you post the journal entry.

Field	Explanation
Reverse or Void (R/V)	A code that controls whether transactions are automatically reversed or voided. Valid codes are: <ul style="list-style-type: none"> R Create automatic reversing entries when the original entries are posted to the general ledger. Date the reversing entries as of the first day of the following period. V Create reversing entries (reverse the sign on the amount on the original entry) and date them as of the current date. This code is only valid if you are changing an existing transaction. To void a transaction, locate the original entry and change the Void field to V. If the journal entry has not been posted, you can delete the journal entry.
	Blank Do not reverse or void transactions.

What You Should Know About

- Locating reversing journal entries** When you locate an unposted journal entry, the system displays only the original journal entry. Reversing entries do not appear because the system does not create them until you post the original journal entries. After posting the journal entry, you can do the following:
- To locate only the original journal entry, enter the original G/L date.
 - To locate both the original entry and the reversing entry, omit the G/L date.
 - To locate only the reversing entry, enter the G/L date as the first day of the next period.
- Changing posted journal entries to reversing entries** After you post a journal entry, you cannot change it to a reversing journal entry. To reverse a posted journal entry, do the following:
- Void the entry by entering V in the Reverse/Void field
 - Resubmit the post of the batch
 - Re-enter the journal entry
 - Reverse the transaction by entering R in the Reverse/Void field
- Voiding reversing journal entries** After you post a reversing journal entry, the system creates the reversing entry on the first day of the following period. To void a reversing journal entry, you must void both the original entry, using a date in one G/L period, and the automatic reversing entry, which is created during the post, using a date in a different G/L period.
- See *Voiding a Posted Reversing Journal Entry* for more information.
- Posting reversing journal entries to the next fiscal year** If you have 13 or 14 accounting periods, you can control whether or not reversing journal entries should be posted to either of these periods. If you normally have 13 periods, you can select to post reversing journal entries from period 12 to the first period of the next year. If you normally have 14 periods, you can select to post reversing journal entries from period 13 to the first period of the next year.

See Also

- *Posting Journal Entries (P09800)*

Entering a Percent Journal Entry



From General Accounting (G09), choose **Journal Entries**
 From Journal Entry, Reports, & Inquiries (G0911), choose **Journal Entry**

You can use percentages to distribute the total amount of a journal entry among accounts. This type of journal entry is called a percent journal entry.

To enter a percent journal entry

On Journal Entry


1. Follow the steps to enter the identifiers for a basic journal entry.
2. Access the Amount to Distribute field by pressing F6.
3. Complete the following field:
 - Amount to Distribute
4. Follow the steps to enter the G/L distribution for a basic journal entry.
5. Complete the following field with percentage amounts and a debit or credit sign rather than currency amounts:
 - Amount

Field	Explanation
Amt to Distribute	<p>A number that identifies the gross amount (amount to be distributed) for a journal entry.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>For percent journal entries, the system calculates the detailed amounts to distribute based on percentages entered in the amount fields.</p>

What You Should Know About

Balancing requirements The total debit percentages for balanced journal entries must equal the total credit percentages. The total debit or credit percentages do not have to equal 100%.

Working with Journal Entries with Foreign Currency

	<p>From General Accounting (G09), choose Journal Entries</p> <p>From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry</p>
---	--

You can enter amounts in either a foreign or the domestic currency. Foreign transactions are entered in a currency that is different from the base currency associated with the company. The system converts them to the domestic currency at the time of entry. You can also enter the domestic amount of a foreign transaction and have the system calculate the foreign amount.

Working with journal entries with foreign currency includes:

- Entering journal entries with foreign currency

- Locating journal entries with foreign currency

Foreign currency journal entries have two different currency codes:

- **Base Currency Code.** The base currency code is the currency code of the company associated with the business unit of the first account number you enter for the journal entry.
- **Transaction Currency Code.** The other currency code you might see indicates the foreign amounts originally entered for a transaction. If the transaction currency code is blank, the base currency code applies.

09101 Journal Entry

ORACLE JD Edwards World

Field Sensitive Help
Display Error Message
Display Functions
Toggle Display Format
Exit Program
Full Detail
Make a New Model
% Journal Entry
Detailed Restatement E
Account Master Addition
Exit Out of Balance
Account Master Information
Write/View Memo
Exit to Model Journal Entry
Clear Screen

09101 Journal Entry Model (Y) F Reverse or Void (R/V) F Base Co. Currency BEF

Action Code JE Document Type JE Document Number/Co 1000 00070 Explanation Sample Foreign Currency Entry Batch Number 4312 Currency Code USD Exchange Rate 92.8670000

Account No.	Amount	Explanation 2
70.1110.000	16,433,500	Automatic Transfer
7001.8370	8,216,750	June Leases
7001.8350	8,216,750	June Rent

F5=Make New Model F6=% JE F15=Model JE's F13=Root Master F24=More Keys

What You Should Know About

Ledger types

The system writes foreign transaction amounts to the CA (currency amounts) ledger and domestic amounts to the AA (actual amounts) ledger. If you use detailed currency restatement, it also creates transactions in the XA (detailed restatement amounts) ledger. The ledger type indicates which ledger or set of books is updated by the transaction.

Exchange rates

The system uses an exchange rate from the exchange rate table using Set Daily Transaction Rates unless you enter an exchange rate on the Journal Entry form. Do this only to override the rate that is already set up for the currency.

Changing journal entries using a different currency

You can set the mode (foreign or domestic) to display a journal entry in a currency other than the currency in which it originated. However, if you then enter changes, you will receive a warning message. If you ignore the message, be aware that:

- Amounts could vary from the amounts that were originally entered.
- The system will change the currency mode (from foreign to domestic and vice versa) because the system sets the mode according to the currency in use at time of entry. In this case, the time of entry is the time that you enter changes.

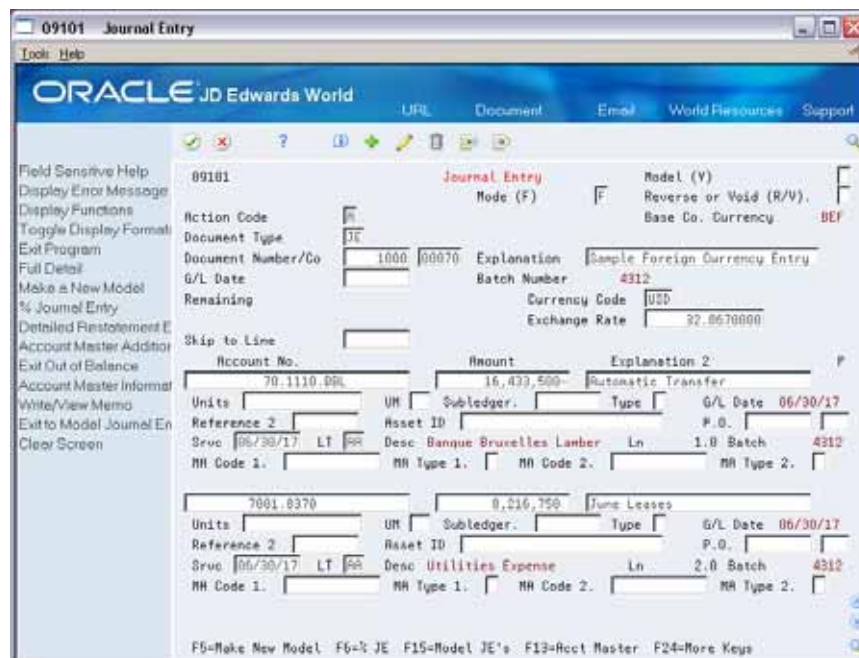
See Also

- *Setting Up Exchange Rates (P09101)* for information about entering an override rate for detailed currency restatement

To enter a journal entry with foreign currency

On Journal Entry

1. Follow the steps to enter a basic journal entry.
2. Complete the following fields:
 - Currency Code
 - Exchange Rate (optional)
3. Access the detail area to view the ledger type.



Field	Explanation
Currency Code	<p>A code specifying the currency of the transaction. This can be any code defined on the Designate Currency Codes form.</p> <p>Note: This currency field only applies to AA and CA ledger types when posting by currency is activated.</p> <p><i>Form-specific information</i></p> <p>If you leave this field blank, the system supplies the company currency code associated with the account number of the first detail line for the journal entry.</p>
Exchange Rate	<p>If you are adding a new rate for the multiplier, remove the existing divisor so the system can calculate the new rate.</p> <p><i>Form-specific information</i></p> <p>If you leave this field blank, an exchange rate is supplied from the Exchange Rate table on the Set Daily Transaction Rates form.</p> <p>If you enter a transaction using an alternate currency, you can specify a spot exchange rate for the AA to XA calculation. The spot rate overrides the default exchange rate.</p>

To locate a journal entry with foreign currency

You can locate journal entries and review the amounts in both the base and the transaction currency.

On Journal Entry

- Complete the following fields:
 - Document Type
 - Document Number
- Review the following field:
 - Base Company Currency
- Change the following field (optional):
 - Mode
- Access the detail area to review the ledger type for the displayed currency.

Field	Explanation
Base Co. Currency	A code that indicates the domestic currency of the company the account is associated with, as defined on the Designate Company Currency form.

Field	Explanation
Mode (F)	<p>A code that specifies whether amounts are in the domestic currency of the company the account is associated with or in the foreign currency of the transaction. Valid codes are</p> <p>D Domestic F Foreign</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you enter:</p> <p>F Foreign amounts appear, and the default ledger type is CA D Domestic amounts appear, and the default ledger type is AA</p> <p>If you use detailed currency restatement, these codes apply:</p> <p>X Transactions in the XA ledger Y Transactions in the YA ledger Z Transactions in the ZA ledger</p>

Work with Model Journal Entries

Working with Model Journal Entries

You can set up model journal entries as reusable templates to predefine, store, and retrieve regular or recurring transactions. Use models as the basis for journal entries to save time and reduce the potential for error.

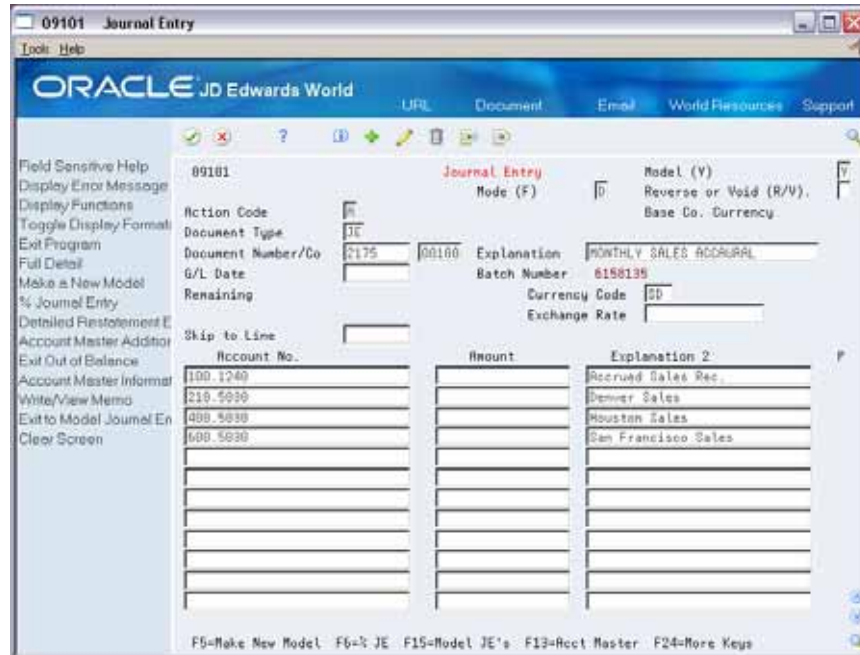
You can vary the information included in the model to fit the situation. For example, you might include:

- Account numbers, amounts, and explanations
- Account numbers and explanations only (because amounts can vary)
- Account numbers, percentages, and explanations

Working with model journal entries consists of:

- [Creating a Model for a Basic Journal Entry](#)
- [Creating a Model for a Percent Journal Entry](#)
- [Entering a Journal Entry Based on a Model](#)
- [Adding Lines to a Model Journal Entry](#)

The system stores model journal entries in the Account Ledger table (F0911) with a model posted code and without a G/L date. Actual journal entries contain a G/L date and a posted code that indicates whether they are posted or unposted.



What You Should Know About

Locating model journal entries

You can locate a model on Journal Entry by providing this information:

- Model = Y
- Document type
- Document number

See *Entering a Journal Entry Based on a Model* for information about locating models on Index of Model Journal Entries.

Deleting model journal entries

You can delete a model journal entry on either Journal Entry or Index of Model Journal Entries.

Creating a Model for a Basic Journal Entry

	<p>From General Accounting (G09), choose Journal Entries</p> <p>From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry</p>
--	--

You can create models to serve as templates for entering monthly accruals and other recurring journal entries.

To create a model for a basic journal entry

On Journal Entry

1. Complete the following fields:

- Document Type

- Document Number / Co (optional)
 - Explanation
2. Complete the following fields for each G/L distribution:
 - Account Number
 - Amount (optional)
 3. Choose Make New Model or complete the following field with Y:
 - Model

Field	Explanation
Model (Y)	<p>If you are locating or changing a model journal entry, enter Y to have the system display or change only the model journal entry.</p> <p>If you are adding a model journal entry, either enter Y or use the Make New Model function, and provide the journal entry information.</p> <p>If this field is blank or N, the system ignores the model when you locate or change a journal entry.</p>

Creating a Model for a Percent Journal Entry



From General Accounting (G09), choose **Journal Entries**
 From Journal Entry, Reports, & Inquiries (G0911), choose **Journal Entry**

You can create models for journal entries that have fixed percentages of a variable amount. When you subsequently enter an amount based on the model, the system uses the percentages to distribute the gross amount.

To create a model for a percent journal entry

On Journal Entry

1. Complete the following field with Y:
 - Model
2. Complete the following field with % (percent):
 - Document Type
3. Complete the following fields:
 - Document Number / Co (optional)
 - EXPLANATION
4. Display the following field by pressing F6, but leave it blank:
 - Amount to Distribute
5. Complete the following fields for each G/L distribution percentage:


- Account Number
- Amount
- Explanation 2 (optional)

Field	Explanation
Amount	<p>A number that identifies the actual amount. Type debits with no sign or a plus sign (+). Type credits with a minus sign (-) either before or after the amount. You can use decimals, dollar signs, and commas. The system ignores non-significant symbols.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>For a percent journal entry or a model for percent journal entries, enter the percent to be distributed to the account without a % (percent) sign. For example, enter 25.75 for 25.75%. The system will calculate the amount as a percentage of the amount to distribute.</p> <p>When you use the Journal Entry format with separate debit and credit columns, omit signs. Instead, enter the amount in the appropriate column (debit or credit).</p>

What You Should Know About

Required document type	Use a document type of % when you create a model for percent journal entries.
Balancing requirements for percent journal entries	The total debit percentages for balanced journal entries must equal the total credit percentages. The total debit or credit percentages do not have to equal 100%.

Entering a Journal Entry Based on a Model

	<p>From General Accounting (G09), choose Journal Entries</p> <p>From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry</p>
---	--

After you create a model journal entry, you can use it as a template for an actual journal entry. To enter a journal entry based on a predefined model, do the following:

- Choose a model for the journal entry
- Enter the journal entry account and amount distribution information

To choose a model for the journal entry

On Journal Entry

1. Choose Model JEs to access Index of Model Journal Entries.



2. To display a particular document type, complete the following field:
 - Document Type
3. To display models that match all or part of an explanation, complete the following field:
 - Skip To Explanation
4. Choose the appropriate model.

The system displays the model on SALES ACCRUAL Entry. You can now enter an actual journal entry based on it.

To enter the journal entry account and amount distribution

On Journal Entry

1. Clear the following fields, if necessary:
 - Model
 - Document Number
2. Complete the following field:
 - G/L Date
3. For all journal entries except percent model journal entries, complete the following field for each G/L distribution:
 - Amount
4. For a percent journal entry based on a percent model, complete the following field:
 - Amount to Distribute


5. Replace or clear information as necessary in other fields.
6. Use the Add action.

Field	Explanation
Amt to Distribute	<p>A number that identifies the gross amount (amount to be distributed) for a journal entry.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>For percent journal entries, the system calculates the detailed amounts to distribute based on percentages entered in the amount fields.</p>

What You Should Know About

- Clearing the Model field** If you locate the model on Journal Entry rather than on Index of Model Journal Entries, you must remove Y in the Model field to use it as an actual journal entry.
- Changing model journal entries** If you choose a model on Index of Model Journal Entries, the system displays the model on Journal Entry and clears the Model field. You can change the model by re-entering Y in the Model field and making the changes.

Adding Lines to a Model Journal Entry

	<p>From General Accounting (G09), choose Journal Entries</p> <p>From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry</p>
---	--

You might need to add a line to an existing model journal entry. For most journal entries, you add lines following the last line. However, you might have transaction lines that have a meaningful sequence. For example, a model might be organized in account number order. To maintain that order, you can insert one or more lines at the appropriate place in the model journal entry.

When you enter new lines to a model journal entry, the system will change the decimal values (such as 1.1 and 1.2) for the lines that you enter to whole numbers and resequence the subsequent lines. Changes to a model journal entry that contains many lines might require noticeable processing time.

To add a line to a model journal entry

On Journal Entry

1. Locate the model journal entry.
2. Verify that the following field contains Y:
 - Model
3. Access the detail area.

4. In the following field, enter the line number that will precede the new line, using a decimal other than zero:
 - Line (Ln)

For example, to insert a line after line 1, type 1.5 over the displayed value (1.0) in the Line field.
5. Change all information for the journal entry line as needed to reflect the new line.
6. Use the Change action.
7. To check the added line, locate the model journal entry again.

Processing Options for Journal Entry

Processing Options

See [Journal Entry - BA Ledger \(P09101\)](#).

See [Journal Entry Functional Server \(XT0911Z1\)](#).

What You Should Know About XT0911Z1 Functional Server

Access

You can access the functional server processing options from the DREAM Writer menu (G81). Select Version List, and then enter the version number (XT0911Z1) in the Form field.

Processing option 2

When you enter a 1 in this field, no Account Ledger records are created if a journal entry line does not have an amount or a unit. If you use a model journal entry with several lines of account distributions, and you only enter amounts for certain accounts, no Account Ledger records are created for the lines with amounts. If you leave this option blank, you need to field exit through the distribution lines on a model journal entry that should not be created in the Account Ledger table.

Enter Journal Entries with VAT

Entering Journal Entries with VAT (P09106)



From General Accounting (G09), enter 27
From G/L Advanced & Technical Operations (G0931), choose **Journal Entry with VAT Tax**

If you do business in a country that assesses a recoverable value-added tax (VAT), you might need your journal entries to reflect that.

When you enter a journal entry with VAT, you might know the gross amount or you might know the taxable amount of the entry. If you enter the gross amount, the system calculates the taxable amount and the tax. If you enter the taxable amount, the system calculates the gross amount and the tax.

For journal entries with VAT, the system calculates the tax based on the tax area. Some restrictions apply to journal entries with VAT:

- The system posts each journal entry with VAT to a single tax authority.
- You cannot create model journal entries or reversing journal entries with this type of journal entry.

Entering a journal entry with VAT consists of one of the following tasks:

- Entering a journal entry with VAT (gross amount)
- Entering a journal entry with VAT (taxable amount)

Before You Begin

- Set up the applicable tax rates, areas, and authorities. See *Setup Activities* in the *Tax Reference Guide*.

Example: Journal Entry with VAT

If you have VAT on a bank charge, your entry might look like this:

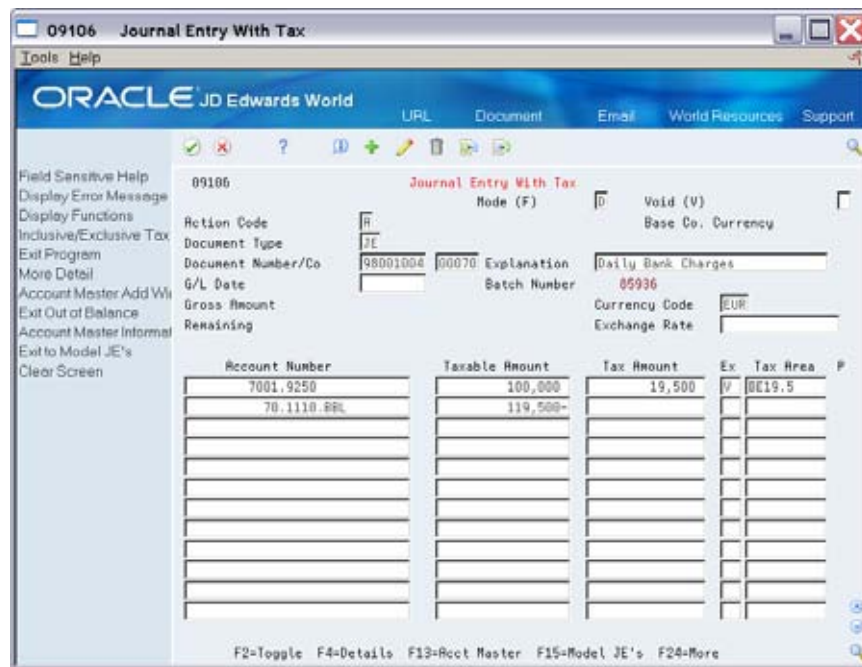
Account Number	Amount	Tax Amount	Ex	Tax Area
7001.8810	1000	60	V	BE6
70.1110.BBL	1060-			

The resulting entry to the general ledger would look like this:

Account Number	Description	Amount
7001.8810	Bank Charges	1000
70.1240	VAT	...60
70.1110.BBL	Bank Account	1060-

To enter a journal entry with VAT (gross amount)

On Journal Entry With VAT Tax



1. Access the gross amount format by pressing F2 if needed.
2. Follow the steps to enter journal identifiers for a basic journal entry.
3. For each G/L distribution, complete the following fields:
 - Account Number
 - Gross Amount
 - Tax Amount
 - EX (Tax Explanation Code)
 - Tax Area
4. To add the record, press Enter.

Field	Explanation
Gross Amount	<p>A number that identifies the actual amount. Type debits with no sign or a plus sign (+). Type credits with a minus sign (-) either before or after the amount. You can use decimals, dollar signs, and commas. The system ignores non-significant symbols.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you enter the gross amount in this field, the system calculates the tax and taxable amount for you.</p>
Tax Amount	<p>This is the amount assessed and payable to tax authorities. It is the total of the VAT, use, and sales taxes (PST).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Leave this field blank to have the system calculate the tax. Also, leave this field blank on the offsetting entry, where the Amount field includes the amount and the tax amount from the preceding lines. Enter the tax in this field for tax-only journal entries.</p>
Tax Ex Code	<p>A user defined code (00/EX) that controls how a tax is assessed and distributed to the general ledger revenue and expense accounts.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Enter V, VT, or a user defined code beginning with V. V+ is not a valid code.</p>
Tax Area	<p>A code that identifies a tax or geographic area that has common tax rates and tax distribution. The tax rate/area must be defined to include the tax authorities (for example, state, county, city, rapid transit district, or province), and their rates. To be valid, a code must be set up in the Tax Rate/Area table (F4008).</p> <p>Typically, U.S. sales and use taxes require multiple tax authorities per tax rate/area, whereas VAT requires only one simple rate.</p> <p>The system uses this code to properly calculate the tax amount.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>You can post only to a single tax authority. The system allocates all VATs to the tax authority associated with the first tax area listed. If the tax areas you enter are associated with more than one tax authority, the system does not allocate the VAT correctly.</p>

To enter a journal entry with VAT (taxable amount)

On Journal Entry With VAT Tax

1. Access the taxable amount format by pressing F2 if needed.
2. Follow the steps to enter journal identifiers for a basic journal entry.
3. For each G/L distribution, complete the following fields:
 - Account Number
 - Taxable Amount
 - Tax Amount (optional)
 - EX (Tax Explanation Code)
 - Tax Area
4. To add the record, press Enter

Field	Explanation
Taxable Amount	The amount on which taxes are assessed.
	<i>Form-specific information</i>
	If you enter the taxable amount in this field, the system calculates the tax and gross amount for you.

What You Should Know About

Automatic accounting instructions

The AAIs for journal entries with VAT are in the format GTyyyy, where yyyy is the G/L offset for the tax authority.

If you do not specify a business unit in the AAI, the system uses the business unit of the account number from the first line item of the journal entry.

Model journal entries

Although you cannot create model journal entries on Journal Entry With VAT Tax, you can access Index of Model Journal Entries to select a model. The system displays the model information on Journal Entry With VAT Tax, and you can add the VAT information.

Tax-only journal entries

To enter a journal entry for tax only, provide a tax amount and a tax explanation code of VT. Do not enter an amount.

See Also

- [Entering Basic Journal Entries \(P09101\)](#)

Processing Options

See [Journal Entries with Tax \(P09106\)](#)

Enter Journal Entries for the Prior Year

Entering Journal Entries for the Prior Year

Closing the year does not necessarily prevent you from entering journal entries into the previous year. This is frequently done for adjustments.

There are two methods for entering journal entries into the prior year:

- Use a document type of &&

Note: For JD Edwards World releases prior to A8.1 use ##.

- Change the Begin Year and Current Period fields using the Company Numbers and Names program (P00105)

Using a Document Type && for Prior Year Entry

When you enter a journal entry with a document type of &&, it indicates to the system that you are making an entry into the prior year. Although you can use this document type for current year transactions, JD Edwards World does not recommend it.

When you post transactions with a document type of &&, the system will update them into the proper Net Posting Period field in the Account Balance (F0902) file based on the G/L date of the transaction.

If you have previously run the an annual close, and depending on the accounts entered into the journal entry, you may have to run the Annual Close (P09820) again in order to update the Balance Forward field of the record for the next year. Since this could also change the calculation for your retained earnings account, financial reports may also need to be rerun.

13th Period Audit Adjustments

Journal entries with a document type of && are most frequently used to update the 13th period for audit adjustments. In order to update the 13th period, however, you must have it established as a separate period in your Fiscal Date Pattern. The only way to update the 13th or 14th periods is to have a different period ending date than the 12th period. If the period ending dates are the same for the 12th, 13th and 14th periods, the Net Posting field for the 12th period will be updated in the F0902 record.

Note: If you run the Repost Account Ledger program (P099102), it will treat the && entries the same as any other document type and will repost to the proper period and year.

Changing the Begin Year and Period in the Fiscal Date Pattern

If you choose to change the Begin Year and Period fields in the Company Numbers and Names program, you may post any document type to the previous year. Posting to the prior year after the annual close has been run, could cause an integrity problem.

After you post your changes to the previous year, ensure that you:

- Rerun the annual close
- Rerun any financial statements that may have been generated based on the old numbers.

Review and Approve Journal Entries


Reviewing and Approving Journal Entries

After you enter journal entries, you can verify their accuracy before posting them to the Account Balances table (F0902). Complete the following tasks:

- [Reviewing Journal Entries](#)
- [Approving Batches of Journal Entries for Posting](#)



Reviewing Journal Entries

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose General Journal Review
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You can review information at different levels before posting journal entries. You can:

- Review a list of journal entry batches
- Review and revise journal entry detail

When you review journal entries for posting, you can display a list of batches based on your user ID, a posting status, or a specific date range. For example, you might want to review all batches with a posting status of pending.

After you review a list of batches, you can access transaction detail within a specific batch of journal entries. For example, you can review the number of journal entries within a batch. You can also select a specific journal entry for review.

You can change the associated explanations and the G/L distributions of an unposted journal entry. You cannot change the following key fields:

- Document Type
- Document Number
- Document Company
- G/L Date
- Currency Code
- Ledger Type

The review program displays and updates information in the following tables:

- Batch Control (F0011)
- Account Ledger (F0911)

What You Should Know About

Unlisted batches

If the batch review security feature is activated, the system might not list all batches that have been entered. Instead, the system lists only the batches that you are authorized to review and approve.

Batch totals

If you use batch control, the system shows the differences between what you expected to enter and what you actually entered. These differences are shown for both the input total and the number of documents.

If you do not use batch control, the system subtracts your actual entries from zero, resulting in negative amounts in the fields that display the differences.

Multi-Currency batch totals

Batch amounts are not currency-sensitive. For flexibility in data entry, you can enter any number of currencies in the same batch. The debit amounts of the entries are added to obtain the batch total.

If you enter transactions of different currencies into the same batch, the system does not adjust for the decimal notations of the different currencies. Instead, you get a hash total. For this reason, many users prefer to enter transactions with each different currency in separate batches.

To determine the expected input total for a batch with currencies that have different decimal places, add the amounts without using a decimal point.

Example: Multi-Currency Batch Totals

You enter journal entries for 10,535.00 EUR and 16,433,500 CAD in the same batch. The system disregards the decimal point in the Euro amount and calculates a hash total. The total amount entered is 17,487,000 (1053500 plus 16433500).

The system displays decimals in the input totals based on the setting in the data dictionary. Using the same figures:

- If you set the data dictionary to display zero decimals, the system displays 17,487,000.
- If you set the data dictionary to display two decimals, the system displays 174,870.00.

See Also

- *Revising an Unposted Journal Entry (P09101)*
- *Revising a Posted Journal Entry (P09101)*
- *Setting Up Constants for General Accounting (P000909)*
- *Setting Up Multi-Currency (P0013)* for information about changing display decimals

To review a list of journal entry batches

On General Journal Review

1. Display all batches for all users, or limit your search by completing one or more of the following fields:
 - User ID
 - Batch Number
 - Batch Date From
 - Batch Date Thru
2. To review all unposted batches, leave the following field blank:
 - Batch Status

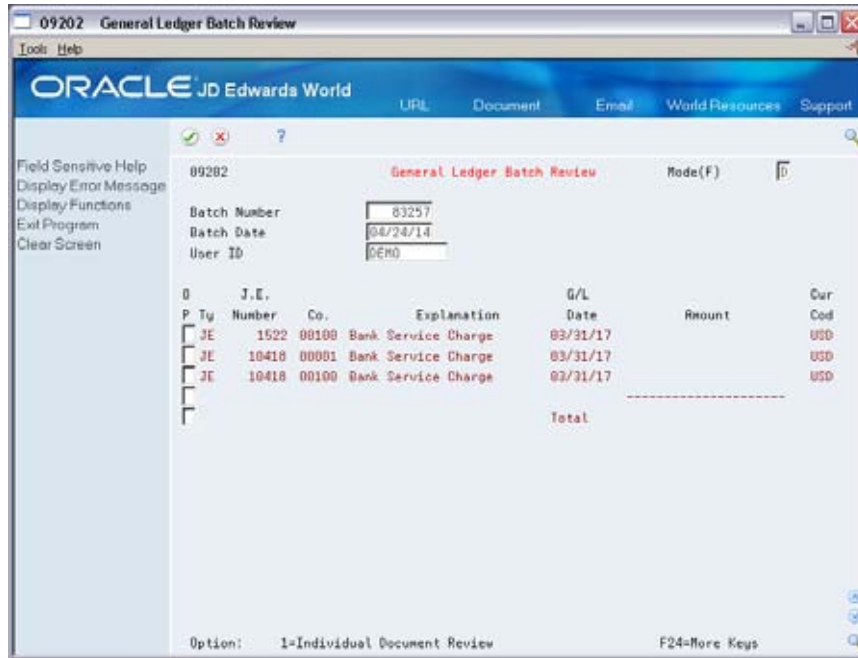
Field	Explanation
User ID	The IBM-defined user profile. Other valid values include: <ul style="list-style-type: none"> ▪ * (asterisk) - All users ▪ & (ampersand) - All users and all batch types
Batch Number	A number that identifies a group of transactions that the system processes and balances as a unit. When you enter a batch, you can either assign a batch number or let the system assign it through Next Numbers. When you change, locate, or delete a batch, you must specify the batch number.

Field	Explanation
Batch Date From:	The date of the batch. If you leave this field blank, and specify a Thru Date, the system displays all batches with that batch date and prior batch dates.
Batch Date Thru:	The ending date of the range for the batches you want to display. If you specify a From date and leave the Thru date blank, the system displays all batches with that batch date and future batch dates.
Batch Status	<p>A user defined code (98/IC) that indicates the posting status of a batch. Valid codes are:</p> <p>Blank Unposted batches that are pending approval or have a status of approved.</p> <p>A Approved for posting. The batch has no errors, is in balance, but has not yet been posted.</p> <p>D Posted. The batch posted successfully.</p> <p>E Error. The batch is in error. You must correct the batch before it can post.</p> <p>P Posting. The system is posting the batch to the general ledger. The batch is unavailable until the posting process is complete. If errors occur during the post, the batch status is changed to E (error).</p> <p>U In use. The batch is temporarily unavailable because someone is working with it.</p>

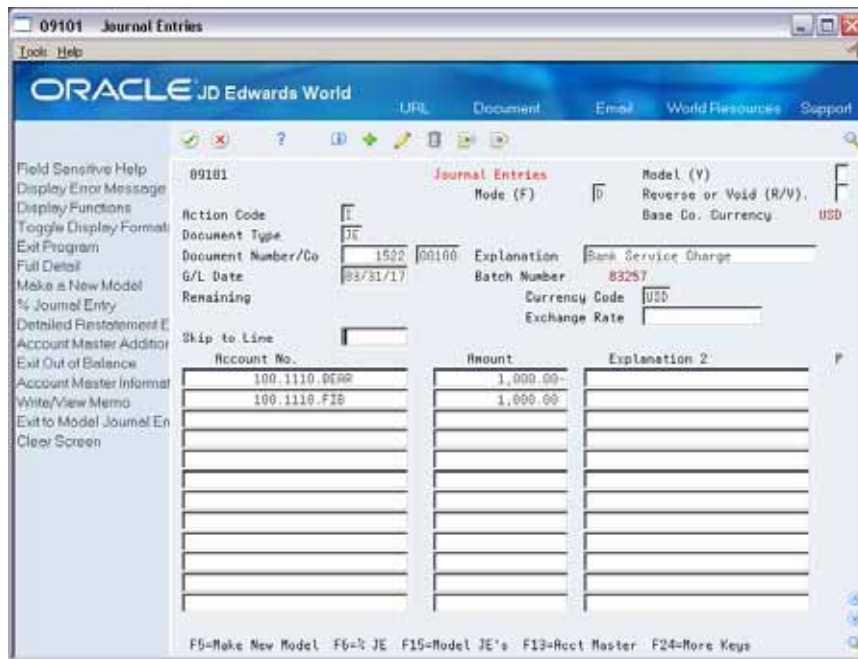
To review and revise journal entry detail

On General Journal Review

1. Follow the steps to review a list of batches.
2. Choose Detailed Batch Review for a batch and press Enter.



- On General Ledger Batch Review, choose an individual document to review and press Enter.



- On Journal Entry, use the Change action to enter the necessary changes.

What You Should Know About


Blank amounts

The Amount field appears blank on General Ledger Batch Review if the journal entries are in balance.

- Revising a posted batch** If you add, change, or void a transaction within a batch that has been posted, the system changes the batch status from posted to the default entry status (pending or approved). You must post the batch again. The system posts only the changed transactions.
- Adding journal entries to a batch** You can add a journal entry to a batch by choosing a journal entry in that batch on General Ledger Batch Review, clearing the Journal Entry form, and then entering a new journal entry.
- Reviewing multi-currency journal entries** You can review the original currency of each journal entry and the domestic currency of the company to which it was entered by changing the Mode field.

See Locating Journal Entries with Foreign Currency.

Approving Batches of Journal Entries for Posting

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose General Journal Review
---	--

After you enter and review a batch of journal entries, you might need to approve it before posting can occur. This depends on whether your company requires management approval before posting a batch. Based on your company requirements, as defined in the general accounting constants, the system assigns either a pending or an approved status to the batch.

To approve a batch for posting

On General Journal Review

1. Locate the appropriate batch.
2. Complete the following field:
 - Approved

Field	Explanation
App	A code that indicates whether a batch is ready for posting. Valid codes are: A Approved, ready for posting. P Pending approval. The batch will not post. If the system constants do not specify manager approval, the system automatically approves batches that are not in error.

What You Should Know About

Preventing a batch from posting

To prevent an approved batch from posting, change its status to pending.

Understand the Post Process for Journal Entries

About the Post Process for Journal Entries

After you enter, review, and approve journal entries, post them to update the general ledger and the Account Balances table (F0902).

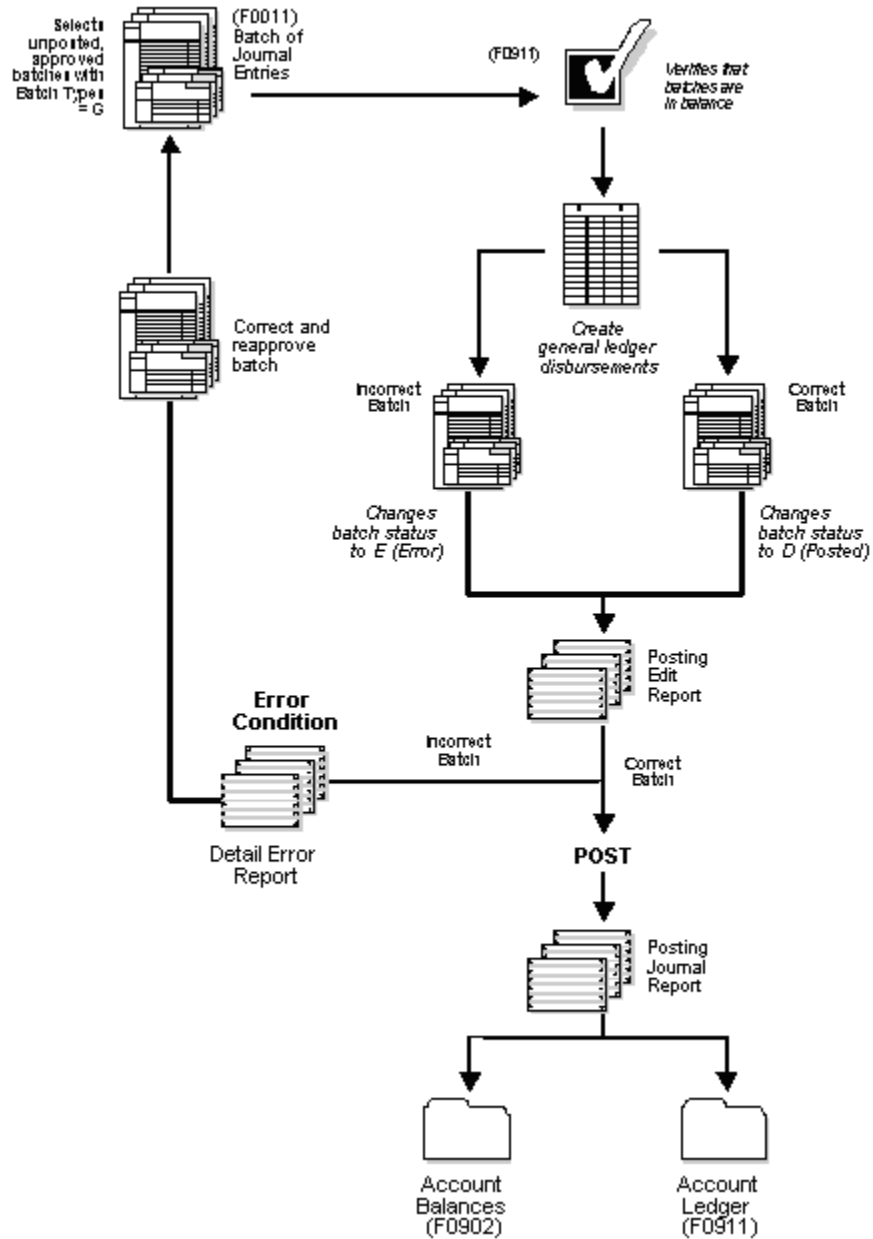
What Happens during the Post Process?

The system performs the following tasks during the post process:

- Selects unposted and approved batches with the criteria specified in processing options
- Edits each transaction to determine whether:
 - The account exists in the Account Master table (F0901) and is a posting account.
 - The business unit exists in the Business Unit Master table (F0006).
 - The G/L date is valid.
 - Intercompany transactions exist.
 - Multi-currency is set up for intercompany transactions and, if so, whether detailed currency restatement is required and set up.
- Edits each batch to ensure that it is in balance and approved
- Prints any batch errors on the Posting Edit Report
- Places an entire batch in error if any transactions are in error, which prevents it from posting
- Posts transactions to the Account Balances table
- Updates each posted transaction with a G/L posted code of P (posted) in the Account Ledger table (F0911) and creates records for the balances in the Account Balances table (F0902)
- Updates the status of each posted batch to D (posted) in the Batch Control table (F0011)
- Posts the domestic amounts to the AA (actual amount) ledger and, if applicable, the foreign amount to the CA (currency amount) ledger
- Updates the XA, YA, and ZA ledgers, if you use detailed currency restatement
- Performs intercompany settlements, if applicable

- Creates reversing entries, if applicable
- Prints two reports:
 - Posting Edit Report
 - Posting Journal Report

The following graphic illustrates the post processes for journal entries.



See Also

- *Calculating Detailed Currency Restatement (P11411)* for more information about detailed currency restatement

Post Journal Entries

Posting Journal Entries


After you enter, review, and approve journal entries, post them to the general ledger. Posting journal entries consists of:

- [Posting a Batch of Journal Entries](#)
- [Verifying the Post of Journal Entries](#)

Before You Begin

- Verify that the batch has an approved status
- Ensure that all post menu selections are routed to the same job queue and that the job queue allows only one job to process at a time

Posting a Batch of Journal Entries

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Post General Journal
---	--

Run only one post program at a time.

To post a batch

Select the desired processing options and submit the post.

After you initially set up the processing options, you need to change only the batch selection processing option when you post.

What You Should Know About

Posting an alternate currency ledger

If you use the alternate currency ledger XA, set the appropriate processing option to update the ledger and produce a separate Posting Journal.

Making changes during the posting process

While the post is running, do not change accounts, AAIs for the General Accounting system, intercompany settlements in the general accounting constants, or processing options for the post program.

Customizing the post program

This program performs a number of complex tasks. JD Edwards World strongly recommends that you do not customize the programming for it.

Multicurrency Intercompany adjusting entries

For companies who process multi-currency, intercompany transactions adjusting entries are noted with the value “AM” on the report.

Verifying the Post of Journal Entries

After posting your journal entries, verify that your batches of journal entries posted successfully. If any batches did not post, you must correct all errors and set the batch to approved status before the system will post the batch. The system creates a variety of reports to help you verify the posting information.

Complete the following tasks:

- Review the Posting Edit Report
- Review the Posting Journal
- Review other posting reports

Reviewing the Posting Edit Report

After you run the post program, use the Posting Edit Report to verify whether the system posted your batches successfully. This report lists:

- Batches that posted successfully
- Documents with errors that prevented a batch from posting

09800	JD Edwards World						Page	4
	General Ledger Post - General Accounting						Date	4/24/17
	Posting Edit Report							
Create Intercompany Settlements: Y								
Batch Number	Batch Date	Account Number - Account ID	Input	G/L Subldgr	Date Ty	Document Number	JE Line Number Error Messages	
83257	04/24/17						***NO ERRORS*** Batch will post. *	

Common Error Messages and Their Causes

Error	Reason
Batch not approved for posting	A batch with a pending or error status causes this message.

Error	Reason
Account not set up in Account Master file (F0901)	<p>Two situations can cause this error message, as follows:</p> <ul style="list-style-type: none"> ▪ An undefined account number (designated with & during journal entry) was entered. To correct this, locate the document number and line number on Journal Entry. Change the invalid account number to a valid account number. ▪ An undefined account number was not set up prior to posting, or it does not meet the model account criteria needed for the system to create it dynamically. Select Account by Object on the Organization and Account Setup menu. Add the account number.
Batch journal entries out of balance	<p>Debits do not equal credits. If the out-of-balance journal entry is in error, correct the error and post the batch again.</p> <p>In some cases, you might need to post an out-of-balance journal entry. For example:</p> <ul style="list-style-type: none"> ▪ A power failure occurred during entry or posting. ▪ A valid, one-sided journal entry was entered to correct a conversion error made during setup. <p>See <i>Revising Batches to Post Out-of-Balance</i> in the <i>General Accounting II Guide</i> for information about how to post an out-of-balance batch.</p>

Reviewing the Posting Journal

To verify the transactions posted to the Account Balances and the Account Ledger tables, review the Posting Journal. It lists only those batches that posted successfully.

Note: For companies who process multi-currency, intercompany transactions adjusting entries are noted with the value “AM” on the report.

09801					JD Edwards World	Page	1	
Batch Type	- G	General Ledger Post - General Accounting			Date	4/24/17		
Batch Number	- 83257							
Batch Date	- 04/24/17							
Posting Journal								
Post Out of Balance :								
Create Intercompany Settlements: Y								
Do Document Ty	G/L Date	Co	Account Description	G/L Account Subldgr-Ty/Asset Number	Amounts		LT	Units
					Debit	Credit		
JE	1522	03/31/17	00100	Miscellaneous Expense Bank Service Charge USD	90.9250	1,000.00		AA
JE	1522	03/31/17	00100	Bear Creek National B Bank Service Charge USD	100.1110.BEAR		1,000.00-	AA
JE	1522	03/31/17	00100	Miscellaneous Expense Bank Service Charge USD	90.9250		1,000.00-	AA
VOID JOURNAL ENTRY								
JE	1522	03/31/17	00100	Bear Creek National B Bank Service Charge USD	100.1110.BEAR	1,000.00		AA
VOID JOURNAL ENTRY								
JE	10418	03/31/17	00001	Other Expense Bank Service Charge USD	9.9200	1,000.00		AA
JE	10418	03/31/17	00001	Bear Creek National B Bank Service Charge USD	1.1110.BEAR		1,000.00-	AA
JE	10418	03/31/17	00100	Miscellaneous Expense Bank Service Charge USD	90.9250	1,000.00		AA
JE	10418	03/31/17	00100	Bear Creek National B Bank Service Charge USD	100.1110.BEAR		1,000.00-	AA
Batch Total						4,000.00	4,000.00-	AA

Reviewing Other Posting Reports

If there is a balancing error, the system generates the Detailed Post Error report. If you enter journal entries with multiple currencies, the system generates the other reports listed below.

Report	Description
Detailed Post Error Report	Lists the detailed transactions in a batch if there is a balancing error.
Batch Edit Report	Lists the batches with currency-related problems.
Posting Journal	Lists both the CA ledger and converted AA amounts for foreign currency transactions. Additionally, it lists the currency code of the CA ledger amount and the domestic currency of the company for the AA ledger amount. If you use detailed currency restatement, the system produces separate Posting Journals for the XA, YA, and ZA ledgers.
Batches with Balancing Problems	Lists AA and CA ledger information.

On the reports generated for batches with multiple currencies, the CA amounts represent the foreign side of the entry. The AA amounts represent the domestic side of the entry. Both the CA and the AA ledgers must be in balance.

Processing Options

See [General Ledger Post \(P09800\)](#).

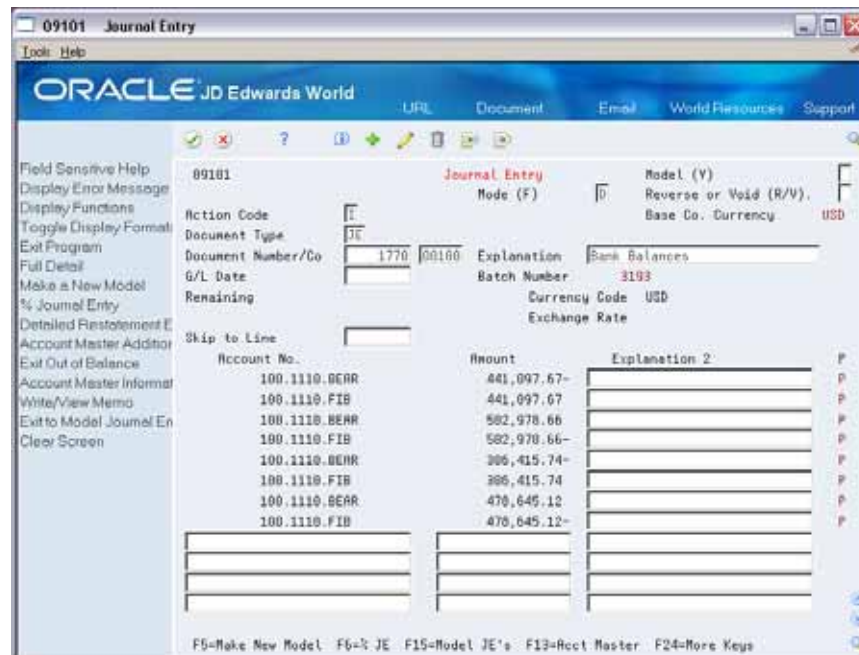
Revise and Void Posted Journal Entries

Revising and Voiding Posted Journal Entries

You can change a limited amount of information in journal entries that have been posted. To remove a posted journal entry, you must void it. For a change or void to be reflected in both the Account Ledger (F0911) and the Account Balances (F0902) tables, you must post the batch again.

Revising and voiding posted journal entries includes the following tasks:

- [Revising a Posted Journal Entry](#)
- [Voiding a Posted Journal Entry](#)
- [Voiding a Posted Reversing Journal Entry](#)



What You Should Know About

Audit trails

The system maintains an audit trail when you revise a posted journal entry.

Batch status

The system changes the batch status on the original batch from posted to pending or approved (depending on your constants) if you revise a posted journal entry.

If the batch status is pending, you must approve the batch before you can post it. If the batch status is approved, the batch is eligible to post.

G/L dates for voids

When you locate a journal entry, the system displays a blank G/L date in the header part of the form. If you need to locate specific detail such as reversing entries, enter a date in the G/L Date header field during inquiry.


Also use the G/L date in the header part of the form to assign the current accounting period or any G/L date that is open as the date for the void to take effect. You cannot assign a G/L date in a period that has already been closed.

For example, if you void a journal entry that has a May date and May is closed, you must enter a G/L date in June or some later period that is open.

See Also

- *Working with Basic Journal Entries (P09101)* for information about locating, changing, voiding, and deleting unposted journal entries
- *Reviewing and Approving Journal Entries (P00201)*
- *Posting Journal Entries (P09800)*

Revising a Posted Journal Entry

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

After you post a journal entry, you can change its associated explanations. You can also add lines to the G/L distribution.

To revise a posted journal entry

On Journal Entry


1. Locate the journal entry.
2. Display the detail area.
3. Change any of the following fields:
 - Explanation
 - Explanation 2
 - Reference 2
 - Purchase Order/Suffix

- Service/Tax Date
- 4. Add lines to the G/L distribution, if necessary.
- 5. Use the Change action.

What You Should Know About

Changing other fields To correct information that you cannot change, you must void the existing journal entry and enter a new one.

Voiding a Posted Journal Entry

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can void a posted journal entry in any open fiscal period. The system creates a reversing journal entry as of the G/L date you specify.

To void a posted journal entry


On Journal Entry

1. Locate the journal entry.
2. Complete the following field with V:
 - Reverse or Void
3. Complete the following field:
 - G/L Date
4. Use the Change action.

Field	Explanation
G/L Date	<p>A date that identifies the financial period to which the transaction will be posted. The company constants table for general accounting specifies the date range for each financial period. You can have up to 14 periods. Generally, period 14 is for audit adjustments.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you do not specify a G/L date when you are locating journal entries, the system displays journal entries for all G/L dates associated with the document, as specified by document number, document type, and document company.</p> <p>To keep the periods in balance when you void reversing journal entries, use the same date in the voiding entry as shown for the corresponding journal entry you are voiding.</p>

Field	Explanation
Reverse or Void (R/V)	A code that controls whether transactions are automatically reversed or voided. Valid codes are:
R	Create automatic reversing entries when the original entries are posted to the general ledger. Date the reversing entries as of the first day of the following period.
V	Create reversing entries (reverse the sign on the amount on the original entry) and date them as of the current date. This code is only valid if you are changing an existing transaction. To void a transaction, locate the original entry and change the Void field to V. If the journal entry has not been posted, you can delete the journal entry.
Blank	Do not reverse or void transactions.

Voiding a Posted Reversing Journal Entry

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Journal Entry
---	---

You can void reversing journal entries that are posted if both the applicable fiscal periods are open. This is a two-part process. You must void each of the following journal entries individually to keep the periods in balance:

- The original journal entry that you marked for reversing
- The reversing journal entry that the system generated for the following period

Example: Dates for Voiding Posted Reversing Journal Entries

To keep your periods in balance, use a date in the same period as the journal entry you are voiding, as shown in the following example:

Journal Entry	Date
Original journal entry	05/15/18
Void of original	05/15/18
System-generated reversing journal entry	06/01/18
Void of reversing	06/01/18

To void a posted reversing journal entry

On Journal Entry

1. Locate the *original* journal entry by completing the following fields:
 - Document Type
 - Document Number
 - G/L Date
2. Follow the steps to void a posted journal entry.
3. Locate the *reversing* journal entry with the same fields that you used to locate the original journal entry, but substitute the G/L date of the reversing journal entry.
4. Follow the steps to void a posted journal entry.

Print General Journals

Printing General Journals

Normally, you review the general journal online. However, if you need to perform a detailed analysis, a printed general journal might provide a more workable format. Printed reports are especially helpful when you are resolving out-of-balance conditions.

You can choose any of the following:

- [Printing the Unposted General Journal](#)
- [Printing the General Journal by Batch](#)
- [Printing the General Journal by Account](#)

The General Journal by Batch and the General Journal by Account reports print both posted and unposted transactions. All the general journals print transactions from the Account Ledger table (F0911).

What You Should Know About

Abbreviated column headings

- Do Ty - Document Type
- PC - Posted Code
- LT - Ledger Type
- RE - Reverse/Void

Totaling


For Unposted General Journal and General Journal by Batch, totaling at the document level is by ledger type. Totaling at the batch and report levels is by posted and unposted transactions, once for ledger type AA and again as a combined amount for all other ledger types.

The text "AA Total" always prints on these general journals at the document, batch, and report level, even if there is no amount. The text "Total" prints at the batch and report level for all ledger types other than AA only if there is an amount.

Processing time

The processing time for these reports is related to the number of Account Ledger records in your system.

Printing the Unposted General Journal

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose Unposted General Journal
---	--

You can print a general journal report to analyze journal entry transactions before you post them to the general ledger.

09301				JD Edwards World		Page - 54			
Batch Number - 4572				General Journal		Date - 12/11/17			
Batch Date - 07/25/17				Unposted Transactions					
Document	Do Ty	G/L Date	Co.	Explanation Account Description	G/L Account	Debit	Amounts Credit	P C	R LT E
11	JE	06/01/17	00200	Sales Detail Wrench A	M10.6020 Ref 2 P42800	190,110.00			AA
	Line No	1.0		Prime Cost of Goods					
	JE	06/01/17	00200	Sales Detail Wrench A	M30.1411.A Ref 2 P42800		2,133,025.00-		AA
	Line No	2.0		Inventory					
	JE	06/01/17	00200	Sales Detail Wrench A	M19.6020 Ref 2 P42800	105,720.00			AA
	Line No	3.0		Prime Cost of Goods					
	JE	06/01/17	00200	Sales Detail Wrench A	M20.6020 Ref 2 P42800	693,100.00			AA
	Line No	4.0		Prime Cost of Goods					
	JE	06/01/17	00200	Sales Detail Wrench A	M30.6020 Ref 2 P42800	414,715.00			AA
	Line No	5.0		Prime Cost of Goods					
	JE	06/01/17	00100	Sales Detail Wrench A	20.6020.STORE Ref 2 P42800	47,930.00			AA
	Line No	6.0		Prime COGS - Store Sales					
	JE	06/01/17	00100	Sales Detail Wrench A	100.1411.20A Ref 2 P42800		47,930.00-		AA
	Line No	7.0		Inventory/Valley Forge, Prod					
	JE	06/01/17	00200	Sales Detail Wrench A	M55.6020 Ref 2 P42800	241,680.00			AA
	Line No	8.0		Prime Cost of Goods					
	JE	06/01/17	00200	Sales Detail Wrench A	M56.6020 Ref 2 P42800	283,310.00			AA
	Line No	9.0		Prime Cost of Goods					
	JE	06/01/17	00200	Sales Detail Wrench A	M80.6020 Ref 2 P42800	33,255.00			AA
	Line No	10.0		Prime Cost of Goods					
	JE	06/01/17	00200	Sales Detail Wrench A	M95.6020 Ref 2 P42800	171,135.00			AA
	Line No	11.0		Prime Cost of Goods					
Document Total						2,180,955.00	2,180,955.00-		AA Total
Batch Total - Posted									
-Unposted						2,180,955.00	2,180,955.00-		AA Total

What You Should Know About


Multi-Currency

If you are using multiple currencies, both the CA foreign amounts and the AA domestic amounts print for foreign transactions.

Processing Options

See [General Journal Batch \(P09301\)](#).

Printing the General Journal by Batch

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose General Journal by Batch
---	--

You can print both posted and unposted transactions by batch. The totals printed on this report are by document number and document type within each batch. Each batch number begins on a new page.

To print a statutory report, you can set the related processing option to print a statutory account (account category code value) on the general journal instead of the business unit.object.subsidiary account. The category code indicates the account number and the category code description indicates the account description.

This processing option is also useful if you use a flexible chart of accounts.

09301		JD Edwards World				Page - 1	
Batch Number - 114214		General Journal				Date - 12/11/17	
Batch Date - 12/11/17		Batch Number 114214					
Document Ty	Do G/L Date	Co.	Explanation Account Description	G/L Account Amounts		P R C L T E
					Debit	Credit	
20013	JE 06/30/17	00100	Wire Transfer	100.1110.BEAR		10,000.00-	AA
	Line No	1.0	Bear Creek National Bank				
	JE 06/30/17	00100	Wire Transfer	100.1110.FIB	10,000.00		AA
	Line No	2.0	First Interstate Bank				
				Document Total	10,000.00	10,000.00-	AA Total
20113	JE 06/30/17	00100	Interest Income	100.1110.BEAR	1,250.00		AA
	Line No	1.0	Bear Creek National Bank				
	JE 06/30/17	00100	Interest Income	90.9120		1,250.00-	AA
	Line No	2.0	Interest Income				
				Document Total	1,250.00	1,250.00-	AA Total
98001005	JE 06/30/17	00070	Amount in Euros	70.1110.BBL	5,000.00		CA
	Line No	1.0	Banque Bruxelles Lambert				
	JE 06/30/17	00070	Amount in Euros	70.1110.BBL	30,465		AA
	Line No	1.0	Banque Bruxelles Lambert				
	JE 06/30/17	00070	Amount in Euros	70.1131		5,000.00-	AA
	Line No	2.0	Certificates of Deposit				
	JE 06/30/17	00070	Amount in Euros	70.1131		30,465-	AA
	Line No	2.0	Certificates of Deposit				
				Document Total	30,465	30,465-	AA Total
				Document Total	5,000.00	5,000.00-	CA Total
				Batch Total - Posted			
				-Unposted	1,155,465	1,155,465-	AA Total
				Batch Total - Posted			
				-Unposted	5,000.00	5,000.00-	Total
				Total - Posted			
				-Unposted	1,155,465	1,155,465-	AA Total
				Total - Posted			
				-Unposted	5,000.00	5,000.00-	Total

What You Should Know About


Multi-Currency

If you run this report for more than one company and the company currencies have different decimals, the grand total is a hash total. All other totals are by account and are not hash totals.

See Also

- *Printing Unposted General Journal (P09301)* for the processing options for this program

Printing the General Journal by Account

	From General Accounting (G09), choose Journal Entries From Journal Entry, Reports, & Inquiries (G0911), choose General Journal by Account
---	--

You can print both posted and unposted transactions by account. The General Journal by Account report provides totals by account number.

09311		JD Edwards World General Journal for Account 100.1110.FIB January thru June 2017			Page - 1	R			
					Date - 12/11/17				
Document Ty	Do	G/L Date	Co.	Explanation Account Description	G/L Account	Amounts Debit	Amounts Credit	P C	R L T E
1506	JE	03/31/17	00100	Wire Transfer Fee 3/10 Wire Transfer	100.1110.FIB		15.00-	P	AA
			Line No	2.0 First Interstate Bank					
1522	JE	03/31/17	00100	Bank Service Charge	100.1110.FIB	1,000.00			AA
			Line No	2.0 First Interstate Bank					
1770	JE	01/31/17	00100	Bank Balances	100.1110.FIB		478,645.12-	P	AA
			Line No	2.0 First Interstate Bank					
1770	JE	02/28/17	00100	Bank Balances	100.1110.FIB	306,415.74		P	AA
			Line No	2.0 First Interstate Bank					
1770	JE	03/31/17	00100	Bank Balances	100.1110.FIB		502,978.66-	P	AA
			Line No	2.0 First Interstate Bank					
1770	JE	04/30/17	00100	Bank Balances	100.1110.FIB	441,097.67		P	AA
			Line No	2.0 First Interstate Bank					
10418	JE	03/31/17	00100	Bank Service Charge	100.1110.FIB	1,500.00			AA
			Line No	2.0 First Interstate Bank					
20013	JE	06/30/17	00100	Wire Transfer	100.1110.FIB	10,000.00			AA
			Line No	2.0 First Interstate Bank					
					Account Total - Posted	747,513.41	981,638.78-		
					-Unposted	12,500.00			
					Grand Total - Posted	747,513.41	981,638.78-		
					-Unposted	12,500.00			

What You Should Know About

Multi-Currency

If you run this report for more than one company and the company currencies have different decimals, the grand total is a hash total. All other totals are by account and are not hash totals.

Processing Options

See [General Journal by Account \(P09311\)](#).

3 Reports and Inquiries

Overview to Reports and Inquiries

Objectives

- To understand the differences among the various JD Edwards World general ledger reports
- To understand which types of general ledger information are available for review online

About Reports and Inquiries

You can access the most current general ledger information available in your system using both hard-copy reports and online inquiries. Reports and inquiries consist of:

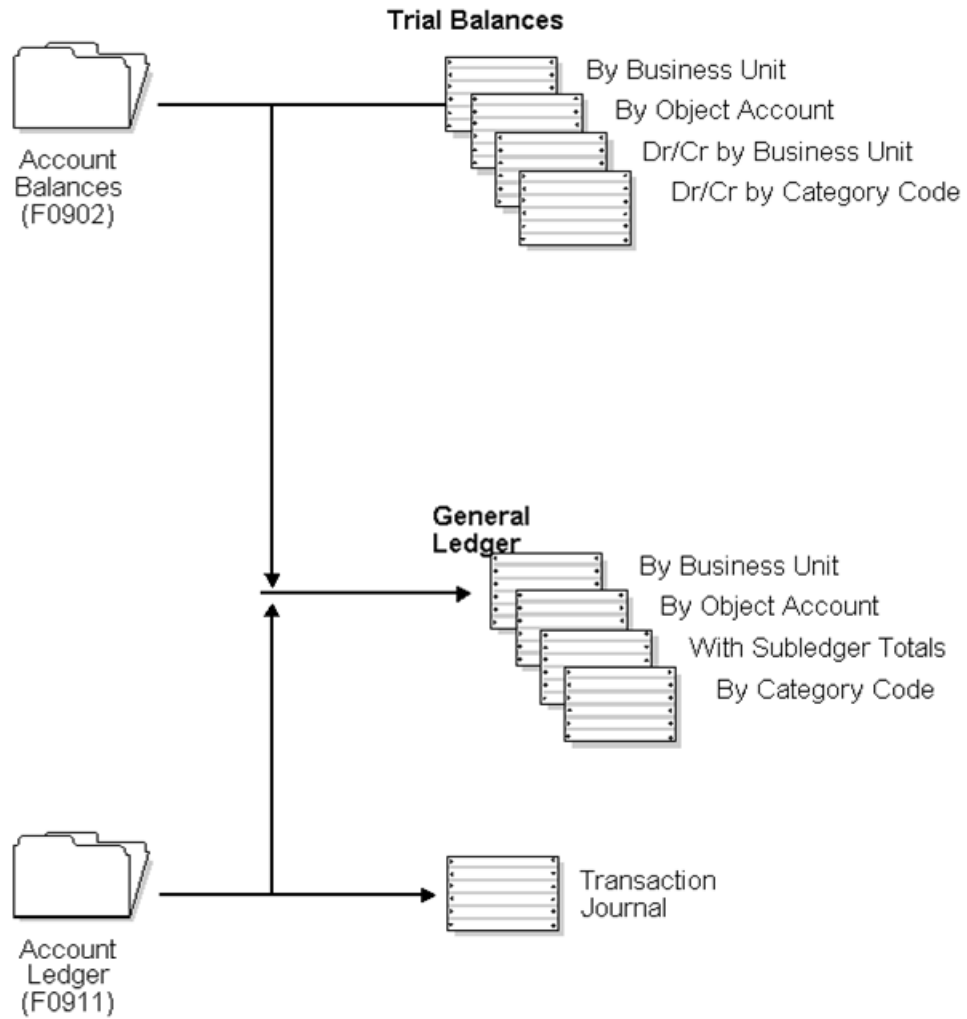
- Printing trial balance reports
- Printing general ledger reports
- Printing the transaction journal
- Reviewing trial balances online
- Reviewing account ledgers and balances online

What Are the Sources for Report Information?

The following tables are the sources for report information:

Report	Source
Trial balances	Account Balances table (F0902)
General ledger	Account Ledger table (F0911)
Transaction journal	Account Ledger table

This graphic shows the tables and the corresponding reports.

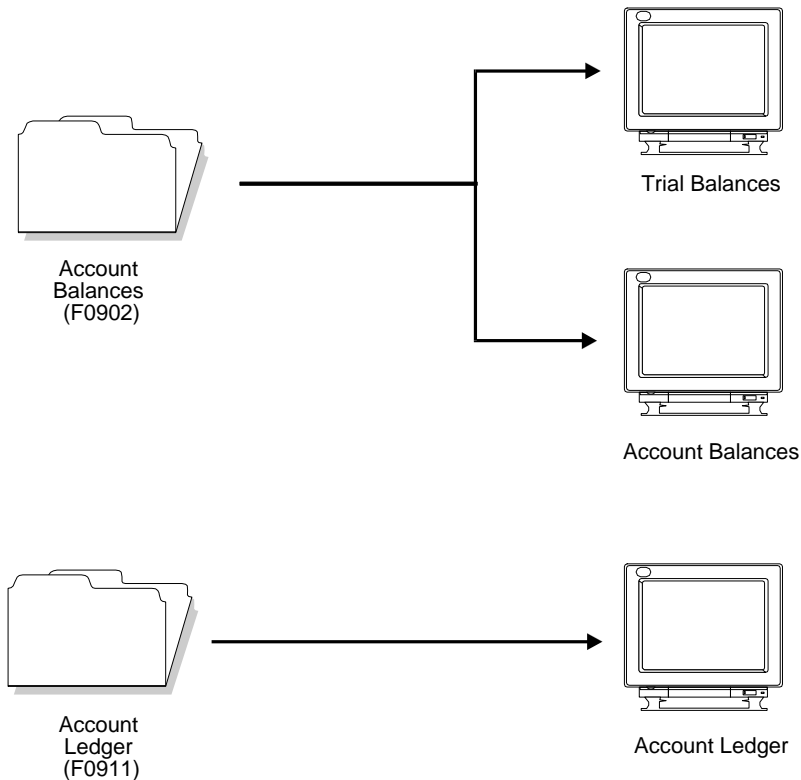


What Are the Sources for Inquiry Information?

The following tables are the sources for inquiry information:

Inquiry	Source
Trial balances	Account Balances table (F0902)
Account balances	Account Balances table
Account ledger	Account Ledger table (F0911)

This graphic shows the tables and the corresponding inquiries.



Are Balances Available as of a Specific Date?

Many of the trial balances, account balance reports, and inquiries have a Thru Date field. These reports read the Account Ledger table (F0911) along with the Account Balances table (F0902) to give you a balance as of a specific date.

Which AAIs Determine Reporting Breaks?

Two automatic accounting instructions (AAIs) identify income statement accounts:

- GLG6 - Beginning Revenue Account
- GLG12 - Ending Income Statement Account

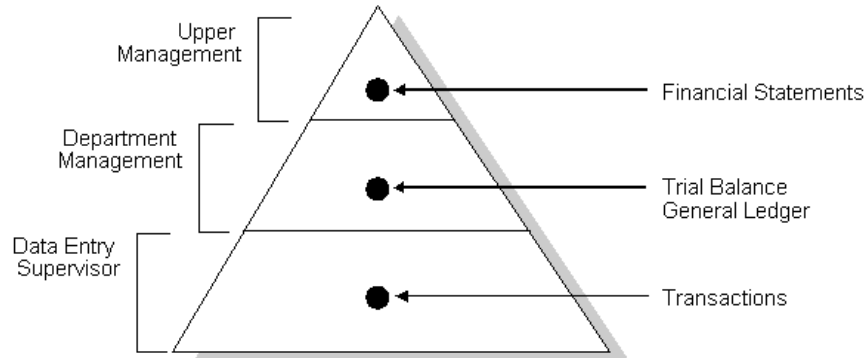
These AAI accounts are also used to calculate the cumulative balance for a trial balance. Accounts outside this range (GLG6-GLG12) are considered balance sheet accounts.

Do Reports and Inquiries Show Multi-Currency?

You can store your account balances for both domestic (AA) and foreign (CA) ledger types by transaction currency code. Reports and inquiries show information that helps you analyze your balances for multi-currency information. For example, you can analyze currency fluctuations and detailed bank account activity by the originating currency.

Can You Vary Report Detail for Management?

You can summarize accounting information at different levels of detail, depending on your needs. The management information pyramid below will help you work with and interpret many of the JD Edwards World reports and online inquiries.



You can summarize information at multiple levels using the level-of-detail code that is assigned to each general ledger account number.

The information at the top of the pyramid summarizes the supporting detail from the lower levels.

As you descend the pyramid, the information becomes more detailed.

At the lowest level of detail are business transactions, such as journal entries, payroll entries, invoices, vouchers, and so on. A manager's access to summary information (at the top of the pyramid) depends on an accurate compilation of detailed information at the bottom of the pyramid.

Does the System Provide Statutory Reports?

European governments have guidelines dictating the account numbers that businesses must use. To accommodate this requirement, you can assign one or more alternate account numbers to category codes 21 - 23. These category codes are used because the code value (in this case, the statutory account number) allows up to 10 characters. You can assign the same category code to multiple accounts, if necessary.

You can use the following reports to provide statutory information:

- General Ledger by Category Code
- Debit/Credit Trial Balance by Category Code

On these reports, the category code indicates your statutory account number and the category code description indicates the account description. You can summarize several accounts with the same statutory value and list the statutory number and description.

Other reports, produced through the Financial Reporting feature, use the alternate object and subsidiary accounts you can set up for accounts to provide statutory reports.

See Also

- *Printing General Journals (P09301)* for information about general journal reports
- *About Financial Reports (P10211)* for information about income statements and balance sheets
- *About User Defined Codes for General Accounting (P00051)* for information about statutory report setup

Print Trial Balance Reports

Printing Trial Balance Reports

Trial balance reports are useful when you need to verify the accuracy of individual ledger account balances and your overall ledger. If a balancing problem occurs, you can review these reports to locate the problem. For example, you can use a trial balance report to locate which period is out-of-balance. You can also use the report to analyze the debit and credit totals that make up your trial balance.

This section contains the following:

- [Printing a Trial Balance by Business Unit Report \(P09410\)](#)
- [Printing a Trial Balance by Object Account Report](#)
- [Printing a Debit/Credit Trial Balance by Business Unit Report](#)

Which Report Should You Choose?

You can use the trial balance reports to review cumulative balance information. You can use the debit/credit trial balance to review totals for debits and credits. All the reports provide information through the current period or any previous period or fiscal year that has been retained in your Account Balances table (F0902).


Choosing a report depends on how you want to review the account balances and what information you want to see, as follows:

Report	Description
Trial Balance by Business Unit	Use to analyze account balances by business unit and obtain business unit totals. This report includes a processing option for level-of-detail summarization.
Trial Balance by Object Account	Use to review specific “like” object accounts, such as all Cash In Bank accounts, and to obtain account totals for each group.
Debit/Credit Trial Balance by Business Unit	Use to review balance sheet, income statement, and trial balance information with debit and credit totals. This report includes a processing option for level-of-detail summarization.
Debit/Credit Trial Balance by Category Code	Use to obtain debit and credit totals and to supplement your chart of accounts reporting for multi-national companies and for statutory accounting.

What You Should Know About

Inception-to-date totals	Current balances for income statement accounts do not include the prior-year balance. To calculate an inception-to-date total for income statement accounts, add the year-end balances for all prior years to the current balance.
Abbreviated column headings	The column heading LD represents the Level of Detail field.

Printing a Trial Balance by Business Unit Report (P09410)

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Trial Balance by Business Unit
---	---

To review balances for business units, print the Trial Balance by Business Unit report. You can specify summarization at any level of detail without printing lower levels. This report provides subtotals at all higher levels and a grand total for company and report.

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

09410		JD Edwards World Model Company, USA Trial Balance By Business Unit			Page	-	5
					Date	-	7/21/17
					As of	-	06/30/17
Co.	Account Codes	L D	Description	Prior Year-End Balance Postings		Current Balance
					This Period	Year-to-Date	
00100	90.B	2	Administrative Department				
00100	90.8000	4	General And Administrativ				
00100	90.8100	5	Administrative Salaries		74,958.70	178,122.00	178,122.00
00100	90.8300	5	Building Expense		56,353.11	215,197.01	215,197.01
00100	90.8600	5	Supplies, Services & Oth		50,419.94	99,013.23	99,013.23
00100	90.8800	5	Computer Expenses			1,600.38	1,600.38
00100	90.8900	5	Interest Expense				
General And Administra					181,731.75	493,932.62	493,932.62
00100	90.9000	4	Other Income and Expense				
00100	90.9100	5	Other Income		13,870.00-	13,790.00-	13,790.00-
00100	90.9200	5	Other Expense		12,000.00	12,000.00	12,000.00
00100	90.9700	5	Income Taxes				
Other Income and Expen					1,870.00-	1,790.00-	1,790.00-
Administrative Departmen					179,861.75	492,142.62	492,142.62
00100	100.B	2	Balance Sheet				
00100	100.1000	3	Assets				
00100	100.1001	4	Current Assets				
00100	100.1100	5	Cash	120,652.31	673,602.85	899,875.58	1,020,527.89
00100	100.1200	5	Accounts Receivable	621,974.34	497,488.70-	42,645.32-	579,329.02
00100	100.1300	5	Work in Process	116,652.06			116,652.06
00100	100.1400	5	Inventory	452,005.71-	794,530.83	3,433,204.45	2,981,198.74
Current Assets				407,273.00	970,644.17	4,290,434.71	4,697,707.71
00100	100.2000	4	Fixed Assets				
00100	100.2001	5	Property and Equipment	1,156,394.13	237,263.72	562,604.31	1,718,998.44
00100	100.2100	5	Accumulated Depreciation	367,494.31-	178,373.78	861,343.11	493,848.80
00100	100.3900	5	Other Assets	56,217.59			56,217.59
Fixed Assets				845,117.41	415,637.50	1,423,947.42	2,269,064.83
Assets				1,252,390.41	1,386,282.48	5,714,382.13	6,966,772.54
00100	100.4000	3	Liabilities and Equity				
00100	100.4010	4	Current Liabilities				
00100	100.4100	5	Accounts Payable	880,233.21-	215,216.46	2,621,379.56-	3,501,612.77-
00100	100.4200	5	Accrued Payroll Liabilit	46,984.38-	6,161.68-	20,289.03-	67,273.41-
00100	100.4400	5	Other Accrued Liabilitie	125,388.95-			125,388.95-
00100	100.4430	5	Accrued Taxes	58,735.86-	2,744.75-	2,744.75-	61,480.61-
Current Liabilities				1,111,342.40-	206,310.03	2,644,413.34-	3,755,755.74-
00100	100.4600	4	Long-Term Liabilities				
00100	100.4610	5	Notes Payable	8,820.73-			8,820.73-
00100	100.4690	5	Long Term Debt	18,755.76-			18,755.76-
Long-Term Liabilities				27,576.49-			27,576.49-


Processing Options

See [Trial Balance by Business Unit \(P09410\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Printing a Trial Balance by Object Account Report

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Trial Balance by Object
---	--


To review balances by object account across all business units, print the Trial Balance by Object Account report. You can review totals by object account only, by company, or by company and object account. The report includes a grand total.

094121		JD Edwards World Trial Balance By Object Account Company 00100					Page - 7
							Date - 7/21/17
							As Of - 06/30/17
Co.	Account Codes	L D	Description	Prior Year-End Balance Postings. . . . This Period	Year-To-Date	Current Balance
00100	100.2090	6	Other Assets	24,253.02	3,031.63	15,158.14	39,411.16
			Object Account	24,253.02	3,031.63	15,158.14	39,411.16
00100	100.2120	6	Accum Depr - Building	242,976.03-	195,679.61	949,092.50	706,116.47
			Object Account	242,976.03-	195,679.61	949,092.50	706,116.47
00100	100.2125	6	Accum Amort- Improvem	93,042.09-	11,630.26-	58,151.31-	151,193.40-
			Object Account	93,042.09-	11,630.26-	58,151.31-	151,193.40-
00100	100.2130	6	Accum Depr - Equipmen	1,958.59-	244.83-	1,224.13-	3,182.72-
			Object Account	1,958.59-	244.83-	1,224.13-	3,182.72-
00100	100.2140	6	Accum Depr - Vehicles	14,515.39-	3,532.48-	18,882.66-	33,398.05-
			Object Account	14,515.39-	3,532.48-	18,882.66-	33,398.05-
00100	100.2160	6	Accum Depr - Office F	6,756.18-	867.50-	4,337.51-	11,093.69-
			Object Account	6,756.18-	867.50-	4,337.51-	11,093.69-
00100	100.2190	6	Accum Depr - Other As	8,246.03-	1,030.76-	5,153.78-	13,399.81-
			Object Account	8,246.03-	1,030.76-	5,153.78-	13,399.81-
00100	100.3920	6	Organization Cost	52,158.93			52,158.93
			Object Account	52,158.93			52,158.93

Processing Options

See [Trial Balance by Object \(P094121\)](#).

Printing a Debit/Credit Trial Balance by Business Unit Report

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Debit/Credit Trial Balance by B.U. Report
---	--


To review debit and credit totals by business unit, print the Debit/Credit Trial Balance by Business Unit report. If the companies on the report are in balance, the balance sheet and income statement totals balance to zero.

09411		JD Edwards World		Debit/Credit T/B by Business Unit		For Business Unit 210		Page - 3			
								Date - 08/24/17			
								As of - 06/30/17			
Co.	Account Codes	L	Description	Prior Year-End Balance	Debit	Credit	Total	Year to Date Debit	Year to Date Credit	Total	Current Balance
00100	210-A	1	Model Finan/Distrib Co								
00100	210-B000	2	Denver Branch								
00100	210-5000	4	Revenues								
00100	210-5005	5	Sales - Product A								
00100	210-5010	6	Direct Ship Sales	10,660,362.19-	1,731,246.51-	1,731,246.51-	1,731,246.51-	9,985,652.42-	7,573,766.77-	7,573,766.77-	9,985,652.42-
00100	210-5020	6	Contract Sales	7,262,604.15-	1,150,725.64-	1,150,725.64-	1,150,725.64-	7,592,261.37-	8,633,543.05-	8,633,543.05-	7,592,261.37-
00100	210-5030	6	Interplant Sales	8,696,430.92-	1,267,043.79-	1,267,043.79-	1,267,043.79-	6,111,638.57-	6,111,638.57-	6,111,638.57-	6,111,638.57-
00100	210-5050	6	Less Returns & Allowa	6,691,223.17-	1,018,509.01-	1,018,509.01-	1,018,509.01-	192,225.36	546,622.01	546,622.01	192,225.36
00100	210-5060	6	Less Sales Discounts	211,214.32	25,203.53	25,203.53	25,203.53	88,345.31	92,594.14	92,594.14	88,345.31
00100	210-5070	6	Freight Out	567,936.22	88,345.31	88,345.31	88,345.31	586,547.68	586,547.68	586,547.68	586,547.68
00100	210-5080	6	Service Sales	574,616.83	92,594.14	92,594.14	92,594.14				
00100	210-5090	6									
			Sales - Product A	31,946,852.96-	5,167,524.95-	5,167,524.95-	5,167,524.95-	1,343,889.65	32,323,095.41-	32,323,095.41-	30,979,205.76-
00100	210-5100	5	Sales - Product B								
00100	210-5110	6	Store Sales	13,224,581.77-	2,157,435.70-	2,157,435.70-	2,157,435.70-	12,055,920.55-	12,055,920.55-	12,055,920.55-	12,055,920.55-
00100	210-5120	6	Direct Ship Sales	8,717,750.19-	1,378,958.20-	1,378,958.20-	1,378,958.20-	7,897,128.48-	7,897,128.48-	7,897,128.48-	7,897,128.48-
00100	210-5130	6	Contract Sales	6,405,324.44-	1,034,539.32-	1,034,539.32-	1,034,539.32-	6,218,095.58-	6,218,095.58-	6,218,095.58-	6,218,095.58-
00100	210-5140	6	A/R Discounts Allowed	178,454.36	31,533.90	31,533.90	31,533.90	162,762.07	162,762.07	162,762.07	162,762.07
			Sales - Product B	28,169,202.04-	4,570,933.22-	4,570,933.22-	4,570,933.22-	162,762.07	26,171,144.61-	26,171,144.61-	26,008,382.54-
00100	210-5200	5	Sales - Other								
00100	210-5206	6	Finance Charge Income	4,780,605.61-	663,048.94-	663,048.94-	663,048.94-	4,474,248.47-	4,474,248.47-	4,474,248.47-	4,474,248.47-
			Sales - Other	4,780,605.61-	663,048.94-	663,048.94-	663,048.94-	4,474,248.47-	4,474,248.47-	4,474,248.47-	4,474,248.47-
			Revenues	64,896,660.61-	237,676.88	10,401,507.11-	10,163,830.23-	1,506,651.72	62,968,488.49-	61,461,836.77-	61,461,836.77-

Processing Options

See [Debit/Credit T/B by Business Unit \(P09411\)](#).

Printing a Debit/Credit Trial Balance by Category Code Report

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Debit/Credit Trial Balance by Category Code
---	--

Use this report to print a statutory account (category code value) on a trial balance instead of the business unit.object.subsidiary account code. The category code indicates the account number and the category code description indicates the account description.

Co.	Account	Description	Prior Year-End Balance	Debit	Credit	Total	Debit	Credit	Total
			 This Period Year to Date		
				Debit	Credit	Total	Debit	Credit	Total
09472				JD Edwards World			Page - 1		
				Debit/Credit T/B			Date - 07/03/17		
				by G/L Category Code 21			As of - 06/30/17		
70	10100	Capital souscrit	20,599,000-						
70	14	Bénéfice reporté ou Perte (-)	77,771,837-						
70	17170	Emprunts subordonnés	12,595,000-						
70	44440	Fournisseurs	2,515,676-	703,636	1,573,542-	869,906-	909,927	7,562,851-	6,652,924-
70	45451	T.V.A à payer	502,375-		739,385-	739,385-		1,271,175-	1,271,175-
70	49	Comptes de régularisation	2,675,800-						
		General Accounts	116,659,688-	703,636	2,312,927-	1,609,291-	909,927	8,834,026-	7,924,099-
		Model Multi-National Corporate	116,659,688-	703,636	2,312,927-	1,609,291-	909,927	8,834,026-	7,924,099-
		Grand Total	116,659,688-	703,636	2,312,927-	1,609,291-	909,927	8,834,026-	7,924,099-

Processing Options

See [Debit/Credit T/B by Category Code \(P09472\)](#).

Print General Ledger Reports

Printing General Ledger Reports

General ledger reports provide detailed information about account transactions. Use these reports when you need to review transactions within individual accounts, to research problems, or to verify account accuracy.

Printing general ledger reports consists of:

- [Printing a General Ledger by Business Unit Report \(P09420\)](#)
- [Printing a General Ledger by Object Account Report \(P09421\)](#)
- [Printing a General Ledger with Subledger Totals Report](#)
- [Printing a General Ledger by Category Code Report](#)

The general ledger reports use AAIs (items GLG6 and GLG12) to determine the beginning and ending account ranges for income statement accounts.

The general ledger reports are DREAM Writer reports.

Before You Begin

- Verify that your financial reporting period is set correctly. See *Changing a Financial Reporting Date*.

Which Report Should You Choose?

These general ledger reports provide a choice among year-to-date, current period, and inception-to-date totals. You can also include specific document types, such as vouchers or journal entries, on these reports.

Choosing a report depends on how you want to review the information, as follows:

Report	Description
General Ledger by Business Unit	Lists transactions by object account within a specific business unit.
General Ledger by Object Account	Lists transactions by account. Use this report to review specific accounts across all or several business units and to obtain account totals for each group.
General Ledger with Subledger Totals	Lists transaction totals by subledger. This report includes the same information you view online on Trial Balance with Subledger or Account Balances by Subledger.

Report	Description
General Ledger by Category Code	As an alternative to chart of accounts reporting, lists transactions by any one of the 23 account category codes. Use this report for your statutory reporting requirements.


What You Should Know About

Inception-to-date totals	General ledger reports with inception-to-date totals print all detail for all periods with records that have not been purged. The totals may not be accurate if the detail for any prior year has been purged.
Abbreviated column headings	The report contains the following abbreviated column headings: <ul style="list-style-type: none"> ▪ Do Ty - Document Type ▪ LT - Ledger Type ▪ PC - Posted Code

See Also

- *Reviewing Account Ledgers* for information about online review of general ledger by object accounts

Printing a General Ledger by Business Unit Report (P09420)

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose G/L by Business
---	--

To review transactions by business unit, print the General Ledger by Business Unit report. This report lists information from the Account Ledger (F0911) and Account Balances (F0902) tables. It summarizes totals by period, account, business unit, and company.

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

09420

JD Edwards World
General Ledger
by Business Unit

Page - 5
Date - 7/21/17
From Date - 06/30/17
Thru Date - 06/30/17

G/L Account	Account Description Explanation	Do Document Ty	G/L Date	Co.	Debit	Credit	Current Balance	LT P C	Batch
	Account Totals				92,594.14		92,594.14		
210.5100	Sales - Product B			00100					
210.5110	Store Sales			00100					
	JD Edwards World	RI	2040 06/30/17			648.83-		AA P	74606
	Denver Sales								
	Edwards & Edwards	RR	771 06/30/17			125.00-		AA P	3461
	Contract Maintenance								
	June 2017 Actual Bal	JE	1805 06/30/17			2,150,291.87-		AA P	3439
	Dunlop Construction	RI	7595 06/30/17			450.00-		AA P	74601
	Store Sales								
	Couriers Express	RI	2045 06/30/17			45.00-		AA P	74639
	Denver Sales								
	Carriage Creations	RI	2065 06/30/17			5,875.00-		AA P	74668
	Denver Sales								
	Period Totals				2,157,435.70-				
	Account Totals				2,157,435.70-		2,157,435.70-		
210.5120	Direct Ship Sales			00100					
	June 2017 Actual Bal	JE	1805 06/30/17			1,378,108.20-		AA P	3439
	Couriers Express	RI	2046 06/30/17			550.00-		AA P	74639
	Denver Sales								
	Carriage Creations	RI	2070 06/30/17			300.00-		AA P	74668
	Denver Sales								
	Period Totals				1,378,958.20-				
	Account Totals				1,378,958.20-		1,378,958.20-		
210.5130	Contract Sales			00100					
	June 2017 Actual Bal	JE	1805 06/30/17			1,033,539.32-		AA P	3439
	Couriers Express	RI	2055 06/30/17			1,000.00-		AA P	74640
	Denver Sales								
	Period Totals				1,034,539.32-				
	Account Totals				1,034,539.32-		1,034,539.32-		
210.5140	A/R Discounts Allo			00100					
	June 2017 Actual Bal	JE	1805 06/30/17		31,533.90			AA P	3439
	Period Totals				31,533.90				
	Account Totals				31,533.90		31,533.90		
210.5200	Sales - Other			00100					
210.5206	Finance Charge Inc			00100					
	June 2017 Actual Bal	JE	1805 06/30/17			663,048.94-		AA P	3439
	Period Totals					663,048.94-			
	Account Totals					663,048.94-	663,048.94-		
210.6000	Direct Costs			00100					

Processing Options

See [G/L by Business Unit - \(P09420\)](#).

Printing a General Ledger by Object Account Report (P09421)

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose G/L by Object Account
---	--

To review transactions across all or several business units, run the General Ledger by Object Account report. This report lists information from the Account Ledger (F0911) and Account Balances (F0902) tables.

Choosing online inquiry on Account Ledger Inquiry provides a quicker, more flexible review of the same information.

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

09421 JD Edwards World									
Period General Ledger by Object Account									
Page 14									
Date - 7/21/17									
From Date - 06/01/17									
Thru Date - 06/30/17									
G/L Account	Account Description	Do Document Ty	G/L Date	Co.	Debit	Credit	Current Balance	LT P	C
90.8720	Office Supplies Ex			00100					
	Edwards & Edwards	PM	10020 06/30/17		600.00			AA P	
	Austin, Michael	PV	649 06/30/17		25.00			AA P	
	6/5 Daytimer Refill								
	Period Totals				625.00				
	Account Totals				625.00		625.00		
210.8720	Office Supplies Ex			00100					
	A & D Parts Company	PR	626 06/30/17		104.00			AA P	
	Monthly Supply Contr								
	Period Totals				104.00				
	Account Totals				104.00		104.00		
529.8720	Office Supplies Ex			00100					
999.8720	Office Supplies Ex			00100					
	Object 8720 Total				729.00		729.00		
	Company Totals - Report				729.00		729.00		
	- Unposted								
	- Posted				729.00		729.00		

Processing Options

See [G/L by Object Account \(P09421\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Printing a General Ledger with Subledger Totals Report

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose G/L with Subledger
---	---

To review transaction totals by subledger, run the General Ledger with Subledger Totals report. This report lists information from the Account Ledger (F0911) and Account Balances (F0902) tables. It prints information in business unit, object, and subsidiary sequence and calculates totals by G/L period, subledger, G/L account, business unit, and company.

JD Edwards World										Page	2
General Ledger with Subledger Totals										Date	3/21/17
										AS OF	06/30/17
G/L Account	Subledger	Account Description	Do Document	G/L Date	Co.	Debit	Credit	Current Balance	LT P C	Batch	
90		Administrative Depart			00100						
90.8740		Travel, Meals & Lodgi			00100						
		Mclind, Rod	PV	648 06/30/17		500.00			AA P	3695	
		6/20-30 Meals-SW Imp	PV	8330 06/30/17					AA P	75222	
		Gourmet & More									
		Travel Advance									
		Period Totals				500.00		500.00			
		Subledger Totals				500.00			AA P	3695	
	00002605 W	Mclind, Rod	PV	647 06/30/17							
		6/10-13 Hotel									
	00002605 W	Mclind, Rod	PV	647 06/30/17		550.00			AA P	3695	
		6/10-13 Airfare									
	00002605 W	Mclind, Rod	PV	647 06/30/17		100.00			AA P	3695	
		6/10-13 Meals									
		Period Totals				1,050.00		1,050.00			
		Subledger Totals				1,050.00			AA P	3695	
	00002612 W	Mclind, Rod	PV	648 06/30/17		825.00					
		6/20-30 Hotel-SW Imp									
	00002612 W	Mclind, Rod	PV	648 06/30/17		550.00			AA P	3695	
		6/20-30 Airfare-SW I									
		Period Totals				1,375.00		1,375.00			
		Subledger Totals				1,375.00			AA P	3701	
	00006779 A	Austin, Michael	PV	649 06/30/17		175.00					
		6/12-14 Hotel/Dallas									
	00006779 A	Austin, Michael	PV	649 06/30/17		70.00			AA P	3701	
		6/12-14 Meals/Dallas									
	00006779 A	Austin, Michael	PV	649 06/30/17		230.00			AA P	3701	
		6/12-14 Airfare/Dall									
		Period Totals				475.00		475.00			
		Subledger Totals				475.00					
		Account Totals				3,400.00		3,400.00			
		Business Unit Totals				3,400.00		3,400.00			
		Company Totals - Report				3,400.00		3,400.00			
		- Unposted									
		Total				3,400.00		3,400.00			
		- Report									
		- Unposted									

Processing Options

See [General Ledger with Subledger Totals \(P09422\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Printing a General Ledger by Category Code Report

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose G/L by Category Code
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To use a statutory account number instead of `business.object.subsidiary`, print the General Ledger by Category Code report. The category code indicates the account number and the category code description indicates the account description.

This report provides balance information useful for statutory accounting. It lists information from the Financial Report Master (F1011) and the Account Ledger (F0911) tables.

Printing this report creates a worktable to process and sequence records from the Account Ledger table. The system automatically clears the worktable whenever you change a category code for a business unit. Because the worktable takes time to process, JD Edwards World recommends that you run this report after normal working hours.

09470		JD Edwards World					Page	-		4
		G/L by Business Unit, Category Code					Date	-		7/21/17
		Category Code 01					From Date	-		01/01/17
		Company, Business Unit, Category Code					Thru Date	-		06/30/17
Cat Code	Code Description	Do Document	G/L Date	Co.	Amounts	Current Balance	LT	P	Batch	
	Explanation	Ty			Debit	Credit		C		
				00100						
	Carriage Creations	RI	2065 06/30/17			5,875.00-	AA	P	74668	
	Denver Sales									
	June 2017 Actual Balan	JE	1805 06/30/17			1,378,108.20-	AA	P	3439	
	Couriers Express	RI	2046 06/30/17			550.00-	AA	P	74639	
	Denver Sales									
	Carriage Creations	RI	2070 06/30/17			300.00-	AA	P	74668	
	Denver Sales									
	June 2017 Actual Balan	JE	1805 06/30/17			1,033,539.32-	AA	P	3439	
	Couriers Express	RI	2055 06/30/17			1,000.00-	AA	P	74640	
	Denver Sales									
	June 2017 Actual Balan	JE	1805 06/30/17		31,533.90		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17			663,048.94-	AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		6,532,329.44		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		113,668.58		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		148,654.98		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		194,415.34		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		99,950.99		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		140,445.50		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		136,810.71		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		198,316.72		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		11,502.28		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		101,189.10		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		107,090.95		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		107,184.16		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		75,977.55		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		17,887.84		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		14,196.23		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		13,013.84		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		24,076.33		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		15,769.98		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		7,135.96		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		23,830.59		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		21,334.68		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		20,426.30		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		98,381.54		AA	P	3439	
	Silver Property Manage	PV	701 06/30/17		1,000.00		AA	P	4657	
	Denver Office Rent									
	June 2017 Actual Balan	JE	1805 06/30/17		28,292.06		AA	P	3439	
	A T & T Long Distance	FV	4252 06/30/17		1,465.61		AA	P	3370	
	June 2017 Actual Balan	JE	1805 06/30/17		9,486.39		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		20,885.64		AA	P	3439	
	New York Times	PR	627 06/30/17		59.55		AA	P	3542	
	Monthly Subscription									
	A & D Parts Company	PR	626 06/30/17		104.00		AA	P	3542	
	Monthly Supply Contr.									
	Branch Head Counts	JE	1901 06/30/17				AA	P	3094	
	Denver Head Count									
	June 2017 Actual Balan	JE	1805 06/30/17		183,479.35		AA	P	3439	
	June 2017 Actual Balan	JE	1805 06/30/17		87,710.48		AA	P	3439	
	Derrick, Leslie	FV	8366 06/30/17		645.00		AA	P	76669	
	6/15 Special Client B									
	Derrick, Leslie	FV	8366 06/30/17		700.00		AA	P	76669	
	6/15 New York Trip									

Processing Options

See [G/L by Category Code \(P09470\)](#).

Print the Transaction Journal

Printing the Transaction Journal



From General Accounting (G09), choose **Reports & Inquiries**
From Accounting Reports & Inquiries (G0912), choose **Transaction Journal**

To review all transactions, or transactions within a G/L date range, print the Transaction Journal. This report prints the debit and credit amounts that make up balanced entries for A/R invoices and A/P vouchers. It uses the logic in the post program to print the original journal entry and the corresponding offsets for the Accounts Receivable and Accounts Payable systems and for taxes.

Multiple offsets for a single journal entry appear on the Transaction Journal as a single amount, as if you were using offset method S (Summary) in the accounts receivable and accounts payable constants. This report includes only the actual amounts (AA) ledger and does not include intercompany settlements.

If multicurrency transactions are processed, you can view both domestic and foreign currency amounts. A processing option allows you to include the transaction currency code, foreign debit, and credit amounts in place of the explanation, address book number, and name fields.

Note: This print option is only available on non-summarized versions of the report.

The Transaction Journal is a DREAM Writer report.

09321
Company 100 Model Finan/Distrib Co (Mktg)
Tax ID
From 06/01/17 Thru 06/30/17

Ty	Document	Co	Account Number	Description	Debit Amount	Credit Amount	Explanation	Address Number	Name
PV	4155	00000	100.2060	Furniture & Office Equipment	2,487.61			5830	Gilpin's Office Supply
			100.2060	Furniture & Office Equipment	14,978.95				
PV	4156	00000	100.4110	Accounts Payable-Trade		17,466.56			
			100.2060	Furniture & Office Equipment	3,458.91				
PV	4216	00000	100.4110	Accounts Payable-Trade		3,458.91	Travel -A/R Training		
			132.8155	Training Expenses	500.00				
PV	4252	00000	100.4110	Accounts Payable-Trade		500.00			
			210.8360	Telephone Expense	1,465.61				
PV	4253	00000	100.4110	Accounts Payable-Trade		1,465.61			
			400.8360	Telephone Expense	846.61				
PV	4254	00000	600.8360	Accounts Payable-Trade		846.61			
			100.4110	Telephone Expense	1,006.74				
PV	4267	00000	529.6120	Accounts Payable-Trade		1,006.74			
			529.6120	Prime Cost of Goods	1,897.00				
			529.6130	Scrap	5,855.00				
			529.6140	Freight	4,155.00				
PV	4277	00000	100.4110	Accounts Payable-Trade		18,625.00	32MB Main Storage		
			100.2060	Furniture & Office Equipment	15,967.62				
			100.2060	Furniture & Office Equipment	31,786.43				
			100.2060	Furniture & Office Equipment	18,689.23				
PV	4279	00000	100.4110	Accounts Payable-Trade		66,443.28			
			529.8375	Water	755.00				
			529.8375	Water	635.00				
			529.8377	Sanitation	485.00				
PV	4297	00000	100.4110	Accounts Payable-Trade		1,855.00			
			210.8360	Telephone Expense	1,245.95				
PV	4299	00000	100.4110	Accounts Payable-Trade		1,245.95			
			210.6170	Purchase Part Variance	500.55				
PV	4300	00000	100.4110	Accounts Payable-Trade		500.55			
			90.8350	Rent Expense	1,801.00				
PV	4301	00000	600.8350	Accounts Payable-Trade		1,801.00			
			100.4110	Rent Expense	2,200.00				
PV	4303	00000	100.4110	Accounts Payable-Trade		2,200.00			
			90.8350	Rent Expense	200.15				
PV	4381	00000	100.4110	Accounts Payable-Trade		200.15			
			90.8175	Uniforms	5,581.93				
PV	4623	00000	100.4110	Accounts Payable-Trade		5,581.93			
			90.8175	Uniforms	11,428.84				
PV	4914	00000	100.4110	Accounts Payable-Trade		11,428.84			
			90.8175	Uniforms	8,909.24				
PV	5447	00000	100.4110	Accounts Payable-Trade		8,909.24			
			90.8330	Insurance - General Liability	5,560.50				
			90.8355	Maintenance & Repair	5,560.50				
PV	8324	00100	100.4110	Accounts Payable-Trade		11,121.00	China, Silverware & Glassware		
			90.8700	Miscellaneous Expenses	1,500.00				
PV	8329	00100	100.4110	Accounts Payable-Trade		1,500.00	Speciality Items		
			90.8665	Entertainment	825.00				
PV	8330	00100	100.4110	Accounts Payable-Trade		825.00	Travel Advance		
			90.8740	Travel, Meals & Lodging					
			100.4110	Accounts Payable-Trade					

Processing Options

See [Transaction Journal \(P09321\)](#).

Review Trial Balances Online

Reviewing Trial Balances Online

To review trial balances for accounts quickly and in a variety of sequences, use the online inquiries in the General Accounting system. Complete one or more of the following tasks:

- [Reviewing Trial Balances by Business Unit \(P09210\)](#)
- [Reviewing Trial Balances by Object Account \(P09214\)](#)
- [Reviewing Trial Balances by Company](#)
- [Reviewing Trial Balances by Subledger](#)
- [Reviewing Trial Balances Using Wildcard Characters](#)

Which Online Inquiry Should You Choose?

Choosing an online inquiry depends on how you want to review the account and what information you want to see, as follows:


Inquiry	Description
Trial balances by business unit	Displays account balances within a specific business unit.
Trial balances by object account	Displays account balances across all business units. To be useful, accounts must be numbered consistently across all business units. This form lists any account numbering discrepancies.
Trial balances by company	Displays account balance information across business units for a single company.
Trial balance by subledger	Displays account balance information by subledger.
Trial balances with a masked account number	Displays accounts by groups across commonly numbered business units and companies. This is helpful with flexible chart of account numbers. This program also helps you locate balances when the account number format varies or when you know only part of the account number.

These forms, which display summarized information from the Account Balances table (F0902), provide exits to more detailed information.

What You Should Know About

- Cumulative balances** The cumulative balance for balance sheet accounts includes the cumulative balance forward for the prior year. The cumulative balance for income statement accounts does not include the balance forward.
- Reviewing or omitting zero balances** You can review accounts by business unit, object, and company, or using a masked trial balance, with or without zero balances, depending on how you set the processing option.

Reviewing Trial Balances by Business Unit (P09210)



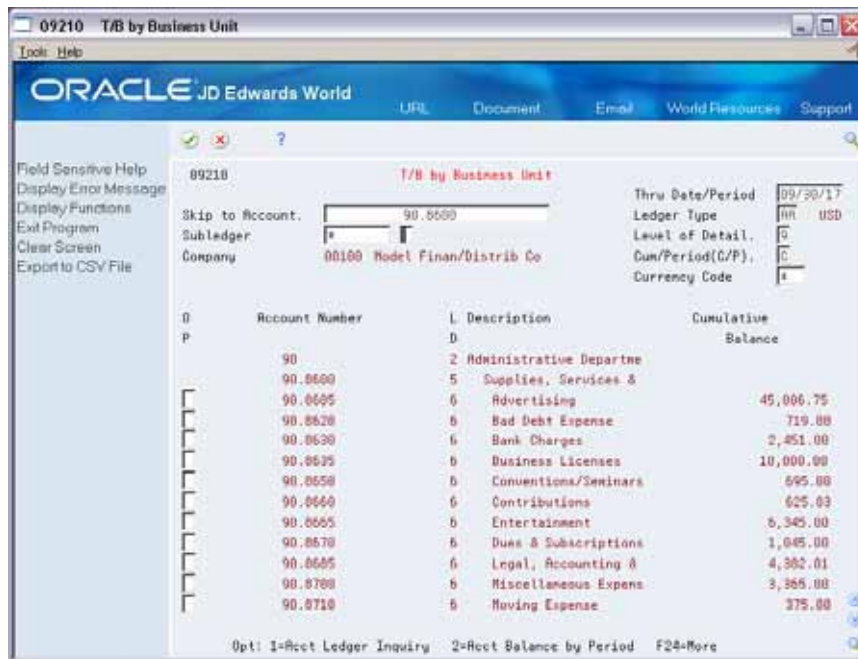
 From General Accounting (G09), choose **Reports & Inquiries**
 From Accounting Reports & Inquiries (G0912), From Standard Inquiries choose **T/B by Business Unit**

You can locate an account balance for a business unit quickly with a search by business unit.

Note: This program supports Export functionality. See Technical Foundation for more information.

To review trial balances by business unit

On T/B by Business Unit



1. Complete the following field:
 - Skip to Account
2. To display a specific period, complete the following field:
 - Thru Date/Period
3. To review a ledger other than AA (actual amounts), change the following field:
 - Ledger Type
4. To display a specific subledger, complete the following fields:
 - Subledger
 - Subledger Type
5. To change the level of summarization, change the following field:
 - Level of Detail
6. To toggle between year-to-date and period totals, change the following field:
 - Cumulative/Period
7. To display a specific currency, complete the following field:
 - Currency Code

Field	Explanation
Account Number	<p>Identifies an account in the general ledger. You can use one of the following formats for account numbers:</p> <ol style="list-style-type: none"> 1 Standard account number (business unit.object.subsidiary or flexible format) 2 Third G/L number (maximum of 25 digits) 3 8-digit short account ID number 4 Speed code <p>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program (P000909).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Enter a business unit to begin with the first account in a business unit. Enter a business unit and object to begin with a particular object account within a business unit.</p>

Field	Explanation
Account Level of Detail	<p>A number that summarizes and classifies accounts in the general ledger. You can have up to 9 levels of detail. Level 9 is the most detailed and 1 the least detailed. Example:</p> <p>3 Assets, Liabilities, Revenues, Expenses</p> <p>4 Current Assets, Fixed Assets, Current Liabilities, and so on</p> <p>5 Cash, Accounts Receivable, Inventories, Salaries, and so on</p> <p>6 Petty Cash, Cash in Banks, Trade Accounts Receivable, and so on</p> <p>7 Petty Cash - Dallas, Petty Cash - Houston, and so on</p> <p>8 More Detail</p> <p>9 More Detail</p> <p>Levels 1 and 2 are reserved for company and business unit totals. When using the Job Cost system, Levels 8 and 9 are reserved for job cost posting accounts.</p>
Cumulative or Period	<p>A code that controls whether the system displays cumulative or period totals for the specified account.</p> <p>Valid codes include:</p> <p>C Displays cumulative (year-to-date) totals (default)</p> <p>P Displays period total</p>

What You Should Know About

Accessing Account Ledger Inquiry	You can access Account Ledger Inquiry from T/B by Business Unit to display posted transactions only. To display unposted transactions, access the Additional Selections window on Account Ledger Inquiry and remove the posted code from the field for the G/L posted code.
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Processing Options

See [Trial Balance by Business Unit \(P09210\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Reviewing Trial Balances by Object Account (P09214)

	<p>From General Accounting (G09), choose Reports & Inquiries</p> <p>From Accounting Reports & Inquiries (G0912), From Standard Inquiries choose T/B by Object</p>
---	---

Searching for accounts by object account lets you review account balances across all business units.

You can review balances in two formats: single ledger type or two ledger types. For example, using two ledger types, you can see actual amounts and different currency or budget amounts side-by-side.

A processing option determines the order in which the formats appear. Although you can alternate between formats, JD Edwards World recommends you use only one format for better performance.

Note: This program supports Export functionality. See Technical Foundation for more information.

To review trial balances by object account

On T/B by Object Account

P	Account Number	L	Description	Balance
	3.0605	6	Advertising	7,586.73
	4.0605	6	Advertising	6,182.01
	5.0605	6	Advertising	5,292.68
	9.0605	6	Advertising	27,604.01
	80.0605	6	Advertising	
	61.0605	6	Advertising	
	64.0605	6	Advertising	
	67.0605	6	Advertising	
	90.0605	6	Advertising	45,006.75
	150.0605	6	Advertising	
	151.0605	6	Advertising	
	210.0605	6	Advertising	1,000.00
	220.0605	6	Advertising	
	400.0605	6	Advertising	1,500.00

- Complete the following fields:
 - Object/Subsidiary
 - Subledger (optional)
 - Subledger Type (optional)
- To control how balances are displayed, complete the following optional field:
 - Scaling Factor
- To limit your search, complete the following fields:
 - Thru Date/Period

- Company
- Ledger Type
- Cumulative/Period
- Currency Code

Field	Explanation
Scaling Factor	<p>A code that controls how amounts are to be rounded, that is, whether amounts are expressed in 100s, 1000s, and so on. Valid codes are:</p> <p>blank No scaling and do not round decimals (Default) (987,654,321.91)</p> <p>0 No scaling, but round decimals (987,654,322)</p> <p>1 Divide by 10 and round decimals (98,765,432)</p> <p>2 Divide by 100 and round decimals (9,876,543)</p> <p>3 Divide by 1000 and round decimals (987,654)</p> <p>4 Divide by 10,000 and round decimals (98,765)</p> <p>5 Divide by 100,000 and round decimals (9,877)</p> <p>6 Divide by 1,000,000 and round decimals (988)</p> <p>Note: The number in parentheses shows how the number 987,654,321.91 would be displayed using the scaling factor. Total fields show actual amounts that are divided and decimals rounded to the nearest whole number using the 5/4 rounding rule.</p>
Company	<p>A code that identifies a specific organization, fund, entity, and so on. This code must already exist in the Company Constants table (F0010). It must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions.</p> <p>Note: You can use company 00000 for default values, such as dates and automatic accounting instructions (AAIs). You cannot use it for transaction entries.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you leave this field blank and select a fiscal period, the system uses the amounts for that period for all companies, even if the companies have different calendar dates for the period specified.</p>

Processing Options

See [Trial Balance By Object Account \(P09214\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Reviewing Trial Balances by Company



From General Accounting (G09), choose **Reports & Inquiries**
From Accounting Reports & Inquiries (G0912), From Standard Inquiries choose **T/B by Company**

You can review account balance information across business units for a single company.

Note: This program supports Export functionality. See Technical Foundation for more information.

To review trial balances by company

On T/B by Company

Acct Number	L	Description	Cumulative Balance
1000	3	Assets	
1001	4	Current Assets	
1100	5	Cash	
1105	6	Petty Cash	3,500.25
1110	8	Cash in Banks	
1110.BEAR	7	Bear Creek National Bank	4,763,148.00
1110.BERLIN	7	Bank of Berlin	47,124.88
1110.FIB	7	First Interstate Bank	56,365.82
1110.FRANCE	7	First Bank of Paris	3,239.73
1110.PAYROLL	7	First Interstate - Payroll	30,739.62
1130	6	Short-Term Investments	
1131	7	Certificates of Deposit	5,624.50
1133	7	Treasury Bills	40,059.44
1136	7	Investment Funds	66,308.56

- Complete the following field:
 - Company
- To begin with a specific account, complete the following optional field:
 - Skip to Object Account
- To limit the balances that the system displays, complete the following fields:
 - Thru Date/Period
 - Ledger Type
 - Cumulative/Period
 - Subledger and Subledger Type
 - Currency Code

Processing Options

See [Trial Balance by Company \(P09216\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

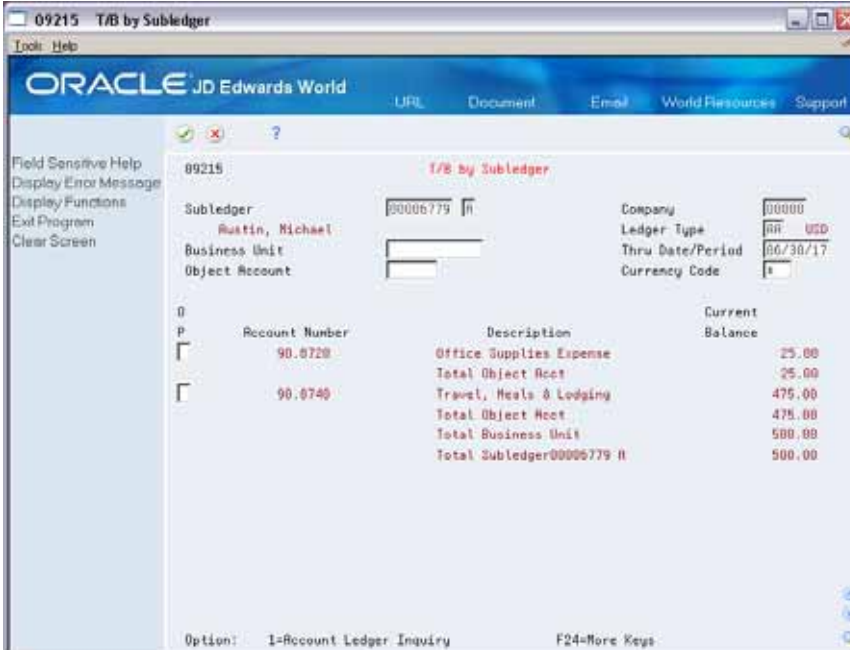
Reviewing Trial Balances by Subledger

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), From Standard Inquiries choose T/B by Subledger
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You can review account balances for a specific subledger or for all subledgers.

To review trial balances by subledger

On T/B by Subledger



Account Number	Description	Current Balance
90.0720	Office Supplies Expense	25.00
	Total Object Acct	25.00
90.0740	Travel, Meals & Lodging	475.00
	Total Object Acct	475.00
	Total Business Unit	500.00
	Total Subledger00006779 II	500.00

1. Display all subledgers, or complete the following fields to display account balances for a specific subledger and type:
 - Subledger
 - Subledger Type
2. To limit the balances that the system displays, complete the following fields:
 - Company
 - Ledger Type


- Business Unit
- Thru Date/Period
- Object Account
- Currency Code

Note: Subledger detail information appears only if the Posting Edit field for an account is L or blank. You define the Posting Edit code when you set up or revise an account.

Processing Options

See [Trial Balance by Subledger/Business Unit \(P09215\)](#).

Reviewing Trial Balances Using Wildcard Characters

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), From Standard Inquiries choose Masked Trial Balance
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You can group and review account balances across commonly numbered business units and companies. This is helpful if you use flexible chart of account numbers. This is also helpful when the account number is in a different format or when you do not know the entire account number.

You can group and review account balances by replacing wildcard characters, such as asterisks, with search characters in specific positions. You specify the wildcard character in the processing options.

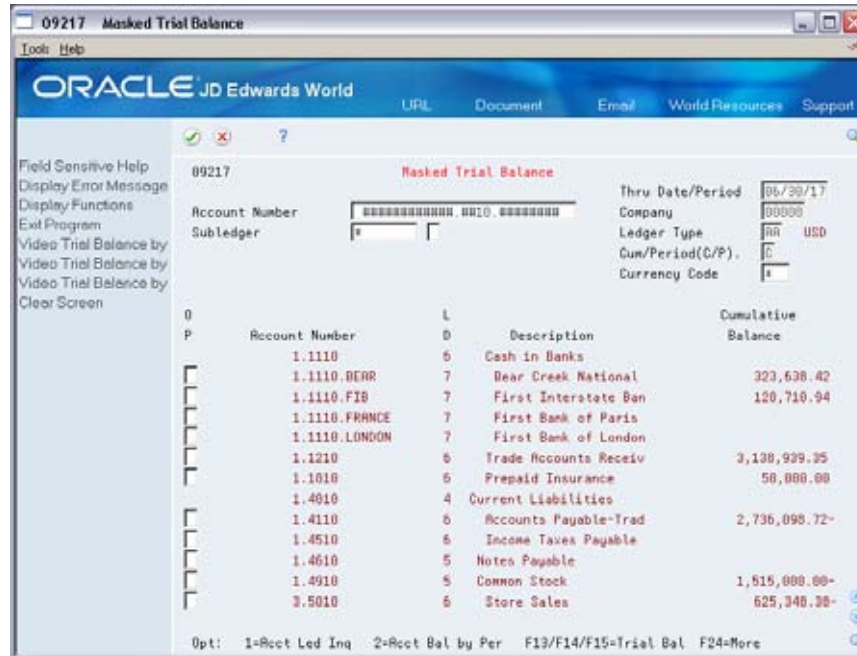
This program uses IBM Structured Query Language (SQL) to search for exact matches. The use of SQL might require some time.

Example: Masked Trial Balance Entry

The sample form shows 10 in the third and fourth positions of the object portion of the account number. The rest of the account number remains masked by wildcards except for the account number separators, which in this case are periods. This will create a trial balance of all accounts with object numbers ending with 10.

To review trial balances using wildcard characters

On Masked Trial Balance



- In the following field, replace the wildcard characters with the characters to be matched in the appropriate positions:
 - Account Number
- To limit the information displayed, complete the following fields:
 - Thru Date/Period
 - Company
 - Subledger
 - Subledger Type
 - Ledger Type
 - Currency Code

The system displays trial balances for all accounts containing the search characters in the exact positions you requested, with a total following the last account balance.

Field	Explanation
Thru Date/Period	<p>A number that either identifies the period number or date for which you want to review information. If you leave this field blank, the system uses the end date of the current period for the company that contains the business unit. Valid period numbers are from 1 through 14.</p> <p><i>Form-specific information</i></p> <p>If you enter a date that is not a period-ending date, the system displays balances for the entire period. For example, if you enter 06/15/17, the system displays the balances for period 06 of fiscal year 17 through 06/30/17.</p>
Subledger - G/L	<p>A code that identifies a detailed auxiliary account within a general ledger account. A subledger can be an equipment item number, an address book number, and so forth. If you enter a subledger, you must also specify the subledger type.</p> <p><i>Form-specific information</i></p> <p>You can view the trial balance for a specific subledger or for all subledgers (*). If you enter a specific subledger number, you must enter the subledger type in the field to the right of the subledger number.</p>

What You Should Know About

Blanks in the account number	If you leave any position in the Account Number field blank, the system tries to match the blank with a blank in the account numbers during the search.
Trial balance for a different account code format	<p>Replace every position in the account number, including wildcards, account separator characters, and search characters.</p> <p>For example, to review a trial balance for a third account number, replace the wildcards with the user-defined symbol that indicates you are entering a third account number, and the entire third account number.</p>
Non-posting accounts	The system displays all accounts that meet the search criteria, including non-posting title accounts.

Processing Options

See [Masked Trial Balance \(P09217\)](#).

Review Account Ledgers and Balances Online

Reviewing Account Ledgers and Balances Online

You might need to review detailed transactions and balances for your accounts in different formats and sequences. The General Accounting system provides a variety of online inquiries to facilitate your review.

Reviewing account transactions and balances consists of:

- [Reviewing Account Ledgers \(P09200\)](#)
- [Reviewing Account Balances by G/L Period](#)
- [Reviewing Account Balances by Subledger](#)
- [Reviewing Statutory Accounts](#)
- [Reviewing Account Balance Comparisons](#)
- [Reviewing Daily or Weekly Comparisons](#)

Which Online Inquiry Should You Choose?

These online inquiries provide information for a specific account. They access the Account Ledger table (F0911), which contains detailed transactions, the Account Balances table (F0902), which contains posted balances, or both of these tables. The inquiry you choose depends on what you want to review and how you want to see it displayed, as follows:


Inquiry	Description
Account ledger inquiry	Displays detailed transactions from the ledger table.
Account balances by month	Displays monthly net changes and cumulative monthly balances for each period of the fiscal year. The system includes net posting totals for income statement accounts and balances forward for balance sheet accounts.
Account balances by subledger	Displays balances and posted amounts for the current period and for the year-to-date in sequence by subledger and subledger type.
Account balances by statutory accounts	Displays balances by company or organization structure using category codes that are set up for a government-defined (alternate) chart of accounts.

Inquiry	Description
Account balance comparison	Displays balances from two different ledgers. This inquiry can include a calculated comparison or the cumulative balances for each ledger. This inquiry is helpful in comparing budgets to actual amounts, for example.
Daily or weekly comparisons (ledgers)	Displays detailed account transactions from two different ledgers in a choice of daily or weekly intervals. This inquiry includes a calculated comparison.

See Also

- *Setting Up Multi-Currency (P000909)* for information about posting account balances by currency code

Reviewing Account Ledgers (P09200)

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), From Standard Inquiries choose Account Ledger Inquiry
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You can review detailed transactions for an account by date range, subledger, and ledger type. You can also use additional selections, such as posted code and batch numbers, to narrow the search for transactions to review.

Reviewing account ledgers consists of the following tasks:

- Locating account ledger transactions
- Searching using additional selection criteria
- Reviewing source and details for a transaction

The system displays both posted and unposted transactions from the Account Ledger table (F0911).

Note: Enhanced account ledger printing also considers Additional Selections; what you select to view through the inquiry program matches the account ledger print.

This program supports Export functionality. See Technical Foundation for more information.

DT	Document	Date	Explanation	Debit	Credit	P
PK	5027	01/19/17	Vector Manufacturi		41,386.96	P
PK	5026	01/19/17	**VOID VOID VOID V			P
PK	5025	01/19/17	**VOID VOID VOID V			P
RC	954144	01/21/17	Bank Deposit	57,800.00		P
PN	5644	01/31/17	USR Today		0,456.12	P
JE	1505	01/31/17	Wire Transfer Fee		15.00	P
JE	1770	01/31/17	Bank Balances	470,645.12		P
RK	3571	01/31/17	Bank Deposit	32,951.25		P
RC	9464332	02/11/17	Bank Deposit	80,884.00		P
PN	5026	02/11/17	Washington Post		1,895.47	P
PK	5030	02/12/17	Vector Manufacturi		79,044.00	P
PK	5029	02/12/17	**VOID VOID VOID V			P
PK	5028	02/12/17	**VOID VOID VOID V			P
PN	4902	02/13/17	USR Today		0,456.12	P

What You Should Know About

Highlighted fields

A highlighted field (such as document number) indicates that additional text was added when the entry was made (for example, the journal entry).

Year-to-date and cumulative totals

The year-to-date period amount equals the posted ledger total if your date selection meets these criteria:

- The From Date is the first day of the fiscal year.
- The Thru Date is the last day of the month specified.
- The From Date and the Thru Date are in the same fiscal year.

The year-to-date and cumulative period amounts might not equal the posted ledger total if you cross over a fiscal year or if you display only part of the current fiscal year.

Posted and unposted totals

The system provides a ledger total (posted and unposted amounts) and an unposted total. The difference between these totals is the posted total.

Two ledger types for multi-currency review

Using a processing option, you can review transactions for two ledger types at the same time. A second ledger type is especially beneficial in multiple currency environments because you can see balances for foreign and domestic currencies at the same time.

To locate account ledger transactions

On Account Ledger Inquiry

1. Complete the following field:
 - Account
2. To display a range of transaction dates, complete the following fields:
 - From Date/Period
 - Thru Date/Period
3. To review a ledger other than AA (actual amounts); replace the value in the following field:
 - Ledger Type
4. To review transactions for a second ledger type (if you set the related processing option); complete the additional field for the following:
 - Ledger Type

The Debit and Credit columns are replaced with General Ledger and Alternate Ledger columns.
5. To display one subledger, complete the following fields:
 - Subledger
 - Subledger Type

Field	Explanation
Ledger Type	<p>A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Depending on how you set the processing option, you can specify two ledger types. With two ledger types, the system displays four types of totals: ledger, debit, credit, and unposted.</p> <p>The first ledger type for a document number must have values, or the system does not display values for the second ledger type.</p> <p>A document number with a blank amount indicates that only the second ledger type has a value. To see that value, rearrange the codes in the ledger type fields.</p>

To search using additional selection criteria

On Account Ledger Inquiry

1. Press F6 to access Additional Selections.

The screenshot shows a window titled "092002W Additional Selections". The window has a menu bar with "Functions", "Tools", and "Help". Below the menu bar are three icons: a green checkmark, a red X, and a question mark. The main area contains several input fields:

- Doc Type/(1/0) JE
- Document Number
- Batch Number
- Reconciled
- G/L Posted Code
- Reference 1
- P.O. Number
- Address Number
- Expl - Remark

2. In the Additional Selections window, complete the following optional field:
 - Document Type
3. Specify whether to include or exclude the specified document type in the following field:
 - Include/Exclude (1/0)
4. Complete one or more of the following optional fields:
 - Document Number
 - Batch Number
 - Reconciled
 - G/L Posted Code
 - Reference 1

The displayed values remain effective until you do one of the following:

- Override the values on this window
- Clear the values on Account Ledger Inquiry

Field	Explanation
Document Type	<p>A user defined code (system 00/type DT) that identifies the origin and purpose of the transaction.</p> <p>JD Edwards World reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets.</p> <p>The reserved document type prefixes for codes are:</p> <p>P Accounts payable documents</p> <p>R Accounts receivable documents</p> <p>T Payroll documents</p> <p>I Inventory documents</p> <p>O Order processing documents</p> <p>J General ledger/joint interest billing documents</p> <p>The system creates offsetting entries as appropriate for these document types when you post batches.</p>
Include / Exclude Code	<p>This code allows you to exclude or include records with a specified field of information. A field of information can be document type, G/L offset, and so on. This code is dependent on the other field which specifies the information to be included or excluded. Allowed values are:</p> <p>1 If a value is specified in the other field of information, exclude all records that have the same value in that field but process all other records that do not have that value in the field (default).</p> <p>0 If a value is specified in the other field of information, select only the records with this same value in that field.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>This code depends on the document type you enter.</p>

Field	Explanation
G/L Posted Code	<p>A code that designates the posting status of a transaction in the general ledger. Valid codes are:</p> <p>P Posted. (You cannot alter posted transactions.)</p> <p>M Model journal entry.</p> <p>Blank Unposted status.</p> <p>This code also designates the status of the posting of each particular transaction in the A/R and A/P Ledger tables. Valid codes are:</p> <p>P Transactions that have been processed through cash entries programs and will require being edited again in the pre-post process.</p> <p>X Transactions that were originally coded P from cash entries programs have been processed through pre-post.</p> <p>D Transactions that have been successively posted or that have been processed through the cash entries programs with a one-to-one record relationship with the general ledger (for example, adjustments, journal entry from cash receipts, and so on).</p>
Reconciled Code	<p>A code that indicates whether a transaction in the Account Ledger table (F0911) is reconciled. The codes are defined in User Defined Code table under system 09 and code "RC". A blank character is defined to be the unreconciled character. To set up a valid reconciled code make sure the following is done in the User Defined Code table:</p> <ol style="list-style-type: none"> 1. The special handling code in fold area of the UDC screen must contain a "01". 2. The reconciled code must be only one character long and can be a numeric or alpha character.

To review source and details for a transaction

On Account Ledger Inquiry

1. Do one of the following:

- Access the original document for the first ledger type.
- Access the original document for the second ledger type.

The system displays the original journal entry, voucher entry, or other originating entry.

2. Return to Account Ledger Inquiry.

3. Choose Details to review detailed information about the document on Account Ledger Detail Information.



4. To review balances for multiple currencies, return to Account Ledger Inquiry.
5. Do one of the following to access balances on Account Balance by Currency:
 - For the actual amounts balance (left column), press F8.
 - For the currency amounts balance (right column), press F9.



What You Should Know About

Multi-Currency

If you post transactions by currency to the Account Balances table (F0902), you can review currency-specific account balances for the AA and CA ledgers on Account Balance by Currency.

If you use Detailed Currency Restatement processing, you can review the reporting currency ledger along with one of the following on Account Ledger Inquiry:

- The alternate (stable) currency ledger (XA)
- The local currency ledger (AA)


Processing Options

See [Account Ledger Inquiry \(P09200\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Reviewing Account Balances by G/L Period

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Account Balance by Month
---	---


You can review balances for a G/L period in your accounts for information such as:

- Monthly net changes (net postings) and cumulative monthly balances for each period of the fiscal year for a single account
- Prior year-end net posting amounts for profit and loss accounts
- Prior year-end balance forwards for balance sheet accounts

This online inquiry displays information from the Account Balances table (F0902).

To review account balances by G/L period

On Account Balance by Month



	Net	Bal FWD	Cumulative
PVE Net Posting	774,286.64		774,286.64
Net Posting:			
01/31/17	518,738.29		1,292,944.93
02/28/17	259,323.94-		1,033,620.99
03/31/17	493,628.36		1,527,249.35
04/30/17	315,571.65-		1,211,677.70
05/31/17	43,693.86		1,255,370.76
06/30/17	3,757,197.85		5,012,568.61
07/31/17	997,935.00-		4,104,633.61
08/31/17	146.96-		4,104,486.65
09/30/17	658,661.35		4,763,148.00
10/31/17	42,058.41		4,805,198.41
11/30/17			4,805,198.41
12/31/17	3,102.63-		4,802,095.78

1. Complete the following field:

- Account


2. To view dates for a specific fiscal year, complete the following field:
 - Fiscal Year
3. To limit your search, complete the following fields:
 - Ledger Type
 - Subledger / Subledger Type
 - Currency
4. Review the following fields:
 - Prior Year End Net Posting
 - Balance Forward

Field	Explanation
PYE Net Posting	<p>The prior year-end net postings. The system uses this number for profit and loss statement comparisons.</p> <p>Note: Do not confuse this number with the prior year-end cumulative balance. The prior year-end cumulative balance is typically used for balance sheet and job cost carry-forward amounts.</p>
Bal FWD	<p>The cumulative prior year-end balance. The system uses this amount as the beginning balance for balance sheet and job cost accounts.</p> <p>Note: Do not confuse this amount with the prior year-end net posting amount. The prior year-end net posting amount includes only the postings from the prior year. It does not include the ending balance of the previous year. The prior year-end net postings are typically used for profit and loss statement comparisons.</p>

What You Should Know About

Period ending dates Use Date Pattern Revisions to define the period-ending dates that appear on Account Balance by Month.

Reviewing Account Balances by Subledger

	<p>From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Account Balance by Subledger</p>
---	--

You can use online inquiry to review account balance information by subledger and subledger type for a particular account.

This online inquiry includes posted amounts and balances for the current period and year-to-date from the Account Balances table (F0902).

To review account balances by subledger

On Account Balance by Subledger

0 Subledger	T Bal FWD	Net Posting	Net Posting 01	Cumulative Actu
		500.00		500.00
00002605 W		1,050.00		1,050.00
00002612 W		1,375.00		1,375.00
00006779 H		475.00		475.00

				3,400.00

1. Complete the following field:
 - Account Number
2. To limit your search, complete the following fields:
 - Thru Date/Period
 - Ledger Type
 - Currency Code

Note: The system displays subledger detail information on Account Balances by Subledger only if the Posting Edit field for the account is blank, L, or U.

What You Should Know About

Net posting totals

The Net Posting field shows the net balance posted year-to-date, while the Net Posting 01 field shows the net balance for the current period.

Reviewing Statutory Accounts



From General Accounting (G09), choose **Reports & Inquiries**
 From Accounting Reports & Inquiries (G0912), choose **Statutory Account Inquiry**

Some countries require businesses to submit reports using a government-defined, or statutory, chart of accounts. If you are using the account category codes as an alternate chart of accounts to accommodate this requirement, you can review account balances online.

You can review statutory accounts by company or organization structure. By doing so, you can review several companies that together are one legal entity.

You can:

- Roll up accounts.
- Display subtotals.
- View several companies together.
- View accounts that make up an alternate account.
- View different levels of detail in other JD Edwards World inquiry programs, such as Account Ledger Inquiry, Account Balances Inquiry, and Trial Balance by Object.
- Save inquiries for later review.

An account category code indicates your statutory account number, and the category code description indicates the account description. You can assign one or more alternate account numbers to category codes 21, 22, and 23. These category codes allow up to 10 characters.

The program subtotals accounts based on the leading digits you specify. For example, France's statutory chart of accounts uses the first three digits in the account as follows:

- The first digit defines the account, such as capital, fixed asset, or stock.
- The second digit defines the account type within the above category, such as tangible assets.
- The third digit further defines the account, such as land accounts.

In this example, if you specify three leading digits, the program subtotals accounts each time one of the three leading digits changes.

The program rolls up accounts based on the digit you specify. All accounts in which the digit matches roll together. For example, if you specify the third digit, accounts from 1040000 through 1049999 roll together.

To review statutory accounts

On Statutory Account Inquiry

0 Level	Business Unit	Description	Manager Name	Seq
	70	General Accounts		
	7011	Commercial Electronics		
	7012	Belgium Central Distrib		
	7003	Consumer Electronics		
	7005	Consumer Services		
	7001	Corporate Administration		

F6-Account Inquiry F24-More

1. Complete the following optional field:
 - Company
2. Complete either or both of the following fields:
 - Category Code
 - Value
3. Choose Account Inquiry.

The processing time depends on the number of accounts you are viewing.

092181 Account Inquiry

Tools Help

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
 Display Error Message
 Display Functions
 Toggle Display Format
 Exit Program
 Detail
 Clear Screen

092181 Account Inquiry

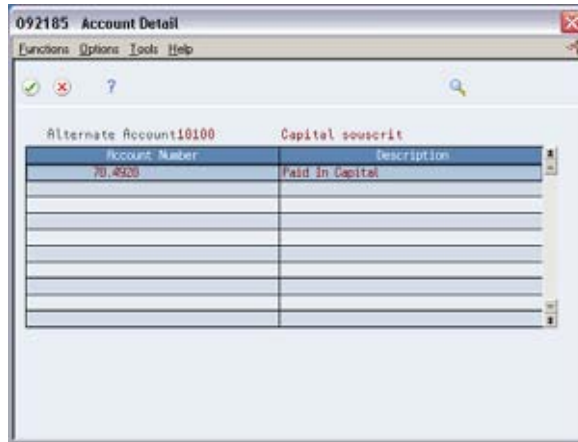
Digit To Use For Subtotal
 Thru Date/Period
 From Account
 Thru Account

Level of Rollup
 Scaling factor
 Cum/Period(C/P)
 Currency Code

P	Number	Description	Balance
	10100	Capital souscrit	41,198,800-
	14	Bénéfice reporté au Perte (-)	110,465,007-
	17170	Emprunts subordonnés	25,190,000-
	17173	Etablissements de crédit	
	17174	Autres emprunts	
	22221	Constructions	99,887,970
	23	Installations/Machines/Outils	85,092,608
	24	Mobilier et matériel roulant	18,544,988
	26	Autres immobil. corporelles	
	31318	Valeur d'acquisition	37,618,200
	33	Produits finis	
	33338	Valeur d'acquisition	17,247,090
	34348	Valeur d'acquisition	12,888,562
	40400	Clients	28,198,609

Opt: S=Account Detail F2=Toggle Display Format

4. On Account Inquiry, complete the following field to specify how many leading digits of the category code to use for subtotaling:
 - Digits To Use For Subtotal
5. To display amounts for a specific period, complete the following field:
 - Thru Date/Period
6. To limit your search, complete the following fields:
 - From Account
 - Thru Account
7. To specify the digit of the category code to use for rollup, complete the following field:
 - Level of Rollup
8. To toggle between year-to-date and period totals, change the following field:
 - Cumulative or Period
9. To display a specific currency, complete the following field:
 - Currency Code
10. To display all accounts within a category code, choose Account Detail.



11. On Account Detail, select one of the following:

- Account Ledger Inquiry
- Account Balances Inquiry
- Trial Balance by Object

Field	Explanation
Digit To Use For Subtotal	<p>This field determines the digit in the alternate account number to define how accounts will subtotal. Example:</p> <p>Alternate Account - Amount</p> <p>10100 - 100.00</p> <p>10101 - 100.00</p> <p>10400 - 100.00</p> <p>10401 - 100.00</p> <p>10500 - 100.00</p> <p>10501 - 100.00</p> <p>Grand Total - 600.00</p> <p>If you specify a 2 in the digits to subtotal field, subtotalling will occur when any of the first 2 digits in the account number changes. The result is:</p> <p>Alternate Account - Amount</p> <p>10100 - 100.00</p> <p>10101 - 100.00</p> <p>10400 - 100.00</p> <p>10401 - 100.00</p> <p>10500 - 100.00</p> <p>10501 - 100.00</p> <p>Grand Total - 600.00</p>

Field	Explanation
From Account	Field that identifies the beginning account in a range of accounts. Only amounts posted to accounts in this range are displayed.
Thru Account	Field that identifies the ending account in a range of accounts. Only amounts posted to accounts in this range are displayed.
Level Of Rollup	<p>This field determines the digit in the alternate account number to define how accounts will roll up. Example:</p> <p>Alternate Account - Amount</p> <p>10100 - 100.00</p> <p>10101 - 100.00</p> <p>10400 - 100.00</p> <p>10401 - 100.00</p> <p>10500 - 100.00</p> <p>10501 - 100.00</p> <p>Grand Total - 600.00</p> <p>If you specify a 3 in the digits to roll up field, rollup will occur at the 3rd position of the alternate account number, when that digit changes. The result will be:</p> <p>Alternate Account - Amount</p> <p>101 - 200.00</p> <p>104 - 200.00</p> <p>105 - 200.00</p> <p>Grand Total - 600.00</p>
Cumulative or Period	<p>A code that controls whether the system displays cumulative or period totals for the specified account.</p> <p>Valid codes include:</p> <p>C Displays cumulative (year-to-date) totals (default)</p> <p>P Displays period total</p>

What You Should Know About

Selecting category codes Use a processing option to select the category code to be used for the alternate chart of accounts.


See Also

- *Printing Debit/Credit Trial Balance by Category Code (P09472)*
- *Printing General Ledger by Category Code (P09470)*
- *Storing Online Consolidation Criteria in the General Accounting II Guide for information about saving inquiries for later review*

Processing Options

See [Alternate Chart of Account Inquiry \(P09218A\)](#).

Reviewing Account Balance Comparisons

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Account Balance Comparison
---	---

You can analyze account balances between two different ledgers. This analysis is especially helpful for comparing budget amounts to actual amounts or analyzing budget variances.

You control the level of detail and whether fiscal period or cumulative amounts appear. You can also choose to compare ledger types from different fiscal years or specific G/L dates. And, you can compare actual amounts to foreign currency amounts for a specific currency.

Using processing options, you define:

- Which two ledger types you want to compare
- How the system calculates the differences between the two ledger types (visible only in the three-column format)
- Which sequence you want the accounts to display, for example, business unit.object or business unit.subsidiary
- Which format (two-, three-, or four-column) sequence you use to view your account balances

This program performs faster if you choose one format (instead of a sequence of formats) for viewing purposes.

Note: This program supports Export functionality. See Technical Foundation for more information.

To review comparisons of account balances

On Account Balance Comparison

The screenshot shows the 'Account Balance Comparison' window in Oracle JD Edwards World. The account number is 90.8400, and the date is 09/30/17. The table below shows the comparison of budget and actual amounts for various expense categories.

Description	Budget Amount	Actual Amount	L
Administrative Department			
Supplies, Services & Other			5
Advertising	30,500.00	45,086.75	6
Bad Debt Expense	900.00	719.00	6
Bank Charges		2,451.00	6
Business Licenses	7,500.00	10,000.00	6
Conventions/Seminars/Educ.	1,100.00	695.00	6
Contributions	1,000.00	625.03	6
Entertainment	7,000.00	6,345.00	6
Dues & Subscriptions	300.00	1,045.00	6
Legal, Accounting & Other	1,200.00	4,382.01	6
Miscellaneous Expenses		3,365.00	6
Moving Expense	3,700.00	375.00	6
Office Supplies Expense	500.00	625.00	6

- Complete the following field:
 - Account
- To limit your search to amounts for a specific through date or period, complete the following field (which can be different for each ledger type):
 - Date
- To further limit your search, complete the following fields:
 - Level of Detail
 - Scaling Factor
 - Cumulative/Period
 - Subledger / Subledger Type
 - Currency
 - LT (Ledger Type)

What You Should Know About

Multi-Currency

If an account is a monetary account, the currency code appears as the last four characters of the account description.


Processing Options

See [Account Balance Comparison \(P092121\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Reviewing Daily or Weekly Comparisons

	From General Accounting (G09), choose Reports & Inquiries From Accounting Reports & Inquiries (G0912), choose Daily or Weekly Comparisons
---	--

To compare summarized ledger activity for a single account, review daily or weekly comparisons online. For example, you can compare:

- Revenue or cost amounts to the number of units, showing the actual revenue or cost per unit
- Budget to actual amounts, showing the amount of variance

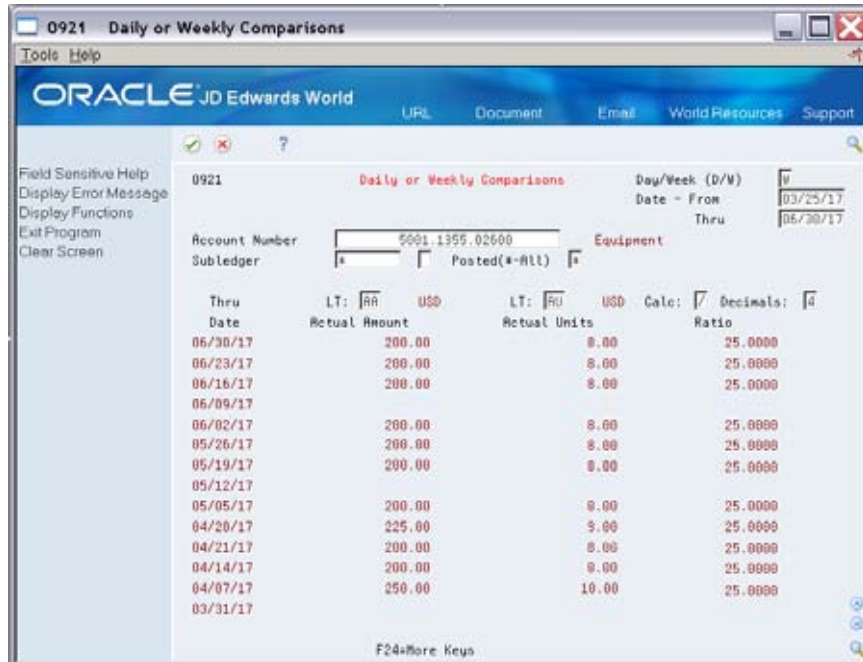
This inquiry displays up to 14 lines of comparisons, such as the last 14 weeks or the last 14 days. Using processing options, you define:

- The ledgers from which to derive amounts
- The interval (daily, weekly, or from one to seven days) into which the amounts are summarized
- An arithmetic operation (+, -, x, /) to perform on the two ledger amounts

The system derives amounts for all transactions, both posted and unposted, from the Account Ledger table (F0911).

To review daily or weekly comparisons

On Daily or Weekly Comparisons



1. Complete the following field:
 - Account Number
2. Complete or replace the values in the following fields:
 - Day/Week
 - Date From (optional)
 - Date Thru (optional)
3. To limit the comparison to a specific subledger, complete the following fields:
 - Subledger
 - Subledger Type
4. To limit the comparison to posted transactions, replace the value in the following field with the code for posted transactions:
 - Posted

Field	Explanation
Days - In Interval	A code to indicate the time intervals into which transactions are to be summarized. Valid values are: Daily (D), Weekly (W), or a specific number of days (1-7).

Processing Options

See [Video Ledger Comparison \(P0921\)](#).

Financial Reports

Objectives

- To produce financial reports
- To understand the data on the reports
- To identify which reports your organization needs

About Financial Reports

In most businesses, the accounting department or controller's office is required to produce certain financial reports on a regular basis. Typically, these reports are produced at the end of a period or fiscal year.

Working with financial reports consists of:

- Printing simple financial reports
- Defining and printing consolidated financial reports
- Printing monthly spreadsheets
- Printing analysis reports
- Forecasting G/L cash flow

What Are the Features of Financial Reports?

The following describes the features of financial reports.

Feature	Description
Standard reports	You can use any of nine standard templates provided with the JD Edwards World software. A report template contains a fixed format for your data, and predefines such items as the number of columns, their order, and headings.
Custom reports	You can create your own version using any report template. A single report version can contain amounts for individual companies or consolidated totals for several companies. You can design additional, customized financial reports using FASTR.

Feature	Description
Detail and summary information on your reports	<p>You can print different levels of summarization on financial reports by specifying a level of detail. You can select a fiscal period and year with a processing option, or you can use the default fiscal period defined on Set Financial Report Date.</p> <p>Through AAIs, you assign the account ranges and subtotals to be used for the reports.</p>
Security	<p>You can secure all other users from running, copying, deleting, or changing a report. Or, you can allow them to run or copy a report, but prevent them from deleting or changing it. You can set report security separately for each version of a report.</p>

What Are the Sources for Financial Report Information?

Financial reports combine information from the Business Unit Master (F0006) and Account Master (F0901) in a logical join table (F1011). When you specify the data and sequence for a report, the system retrieves information from the Financial Reporting and Account Balances tables.

Print Simple Financial Reports

Printing Simple Financial Reports

At the end of each financial period, most companies produce financial reports. To compare current period and year-to-date amounts to amounts for the same period in the prior year, you can print an income statement. To assess your company's financial position, you can print a balance sheet.

Printing simple financial reports consists of:

- [Printing a Simple Income Statement \(P10211\)](#)
- [Printing a Simple Balance Sheet \(P10111\)](#)

These DREAM Writer reports use information stored in the Account Balances table (F0902) and logical join table (F1011).

Simple Balance sheet Vs Simple Income Statement

JD Edwards World has designed the Simple Balance Sheet report (P10111) to always be in balance, so if you are using it as a means of testing the integrity of your system, you will NOT have accurate results. The only means for you to locate discrepancies in the balance sheet is to run the Simple Income Statement (P10211).

- The net profit or loss as reported on the income statement is the result of a true calculation (based on the setup of the report).
- The net profit or loss reported on the balance sheet is the result of a "plugged" number in the pseudo account established in the AAIs for GLG5. Do not assume from this number that the balance sheet is correct.

For the balance sheet to balance, the pseudo account is updated with a plugged, not a calculated, number derived from the equation:

$$\text{Assets} - (\text{Liabilities} + \text{Equity}) = \text{Net Profit (Loss)}$$

Note: The pseudo account is the last balance sheet account and the related posting edit code must be a 'N' for non-posting.

Compare the net profit or loss as reported on the income statement and balance sheet. If the two amounts do not match, you have a problem.

Common Errors

There are several factors that effect the agreement of the net profit or loss between the income statement and balance sheet.

Factor	Description / Resolution
The company is truly out of balance	Run the Companies in Balance integrity test (P097001) to verify that the companies are in balance
AAI errors	<ul style="list-style-type: none"> The AAIs have been set up for multiple companies. All of the GLG AAIs (with the exception of GLG4) must be set up for company 00000 only. <p>Note: Unpredictable results will occur if the AAIs are established by company.</p> <ul style="list-style-type: none"> The account for GLG5 is not the last account on the balance sheet or is not set up in the Chart of Accounts
Report sequencing errors	<p>The sequencing of the two reports is not the same or has been changed. If one report is sequencing by company and the other is not, the financial reporting date retrieved may be different.</p> <p>Check the financial reporting date for company 00000, as well as for individual companies</p>
Data Errors	An account number, business unit, or company has been changed and the global update programs have not been run.

Printing a Simple Income Statement (P10211)

	From General Accounting (G09), choose Financial Reports From Financial Reports (G10), choose Simple Income Statement
---	---

A simple income statement tracks revenue and expenses and the net income or loss for a specific period of time. To print a simple income statement, all your profit and loss accounts must be grouped together in your chart of accounts and cannot be interrupted by any balance sheet accounts.

Note: The Simple Income Statement accommodates 15-position amount fields when printed in 132-character format.

The following are examples of special interim totals for this report:

- Gross Margin
- Net Profit Before Taxes
- Net Income (Loss)

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

Before You Begin

- Verify that you have set up AAI items FSxx. These items establish the optimal interim totals on the income statement.
- Verify that your financial reporting period is set correctly. See *Changing a Financial Reporting Date*.

00100 - Model Finan/Distrib Co (Mktg)				JD Edwards World Company 00100 Simple Income Statement 6 Months Ending 06/30/17				Page - 3 Date - 4/18/17	
Current Month		Last Year		Year to Date		Last Year To Date		%	
Actual	%	Actual	%	Actual	%	Actual	%	Chng	
Revenues									
12,579,424.80	68.1	22,254,329.98	67.5	Sales - Product A	72,378,232.32	67.9	75,527,295.66	67.2	4.2
5,047,870.05	27.3	9,133,291.10	27.7	Sales - Product B	28,831,043.09	27.0	31,017,299.94	27.6	7.1
840,064.95	4.6	1,594,048.98	4.8	Sales - Other	5,451,295.73	5.1	5,792,234.13	5.2	5.9
18,467,359.80	100.0	32,981,670.06	100.0	Revenues	06,660,571.14	100.0	12,336,829.73	100.0	5.1
Direct Costs									
14,007,772.88	75.9	26,358,049.26	79.9	Cost of Sales - Product A	81,239,604.14	76.2	87,099,988.40	77.5	6.7
1,210,525.27	6.6	2,068,430.34	6.3	Cost of Sales - Product B	7,019,348.02	6.6	7,263,328.66	6.5	3.4
150,572.93	0.8	515,933.32	1.6	Cost of Sales - Other	1,743,145.34	1.6	1,853,513.61	1.7	6.0
				Other Direct Expenses					
				Outside Operations					
267,814.20	1.5	485,742.74	1.5	Allocated Overhead	1,535,817.71	1.4	1,652,427.75	1.5	7.1
15,636,685.28	84.7	29,428,155.66	89.2	Direct Costs	91,537,915.21	85.8	97,869,258.42	87.1	6.5
2,830,674.52	15.3	3,553,514.40	10.8	Gross Margin	15,122,655.93	14.2	14,467,571.31	12.9	4.5
General And Administrative									
				Administrative Salaries	11,260.09				
				General And Administrative	11,260.09				
309,272.37	1.7	441,263.46	1.3	Building Expense	1,701,089.95	1.6	1,583,155.75	1.4	7.5
51,928.49	0.3			Equipment Expenses					
				Supplies, Services & Other	108,460.33	0.1			
				Computer Expenses	1,600.38				
				Interest Expense					
437,151.61	2.4	441,263.46	1.3	Salary and Wages	1,982,047.21	1.9	1,583,155.75	1.4	25.2
2,393,522.91	13.0	3,112,250.94	9.4	Operating Income	13,129,348.63	12.3	12,884,415.56	11.5	1.9
13,870.00	0.1			Other Income	13,790.00				
12,000.00-	0.1			Other Expense	12,000.00-				
2,395,392.91	13.0	3,112,250.94	9.4	Net Profit Before Taxes	13,131,138.63	12.3	12,884,415.56	11.5	1.9
Income Taxes									
1,870.00				Other Income and Expense	1,790.00				
2,395,392.91	13.0	3,112,250.94	9.4	Net Income (Loss)	13,131,138.63	12.3	12,884,415.56	11.5	1.9

Processing Options

See [Simple Income Statement \(P10211\)](#).

See Also

- *Work with PC Import/Export* in the *Technical Foundation* guide.

Data Selection and Data Sequence for Simple Income Statement

You must select the object accounts that you want to include on the report. For example, if your profit and loss accounts begin with object account 5000, select Object Account GE (greater than or equal to) 5000.

JD Edwards World financial reports are designed to print in the following sequence:

- Company
- Business unit report codes
- Account master report codes
- Business unit
- Object account
- Subsidiary

Report Type	Sequence
For a business unit report	The data sequence should be: <ul style="list-style-type: none"> ▪ Business Unit ▪ Object Account ▪ Subsidiary
For a business unit consolidation report	The data sequence should be: <ul style="list-style-type: none"> ▪ Company ▪ Object Account ▪ Subsidiary
For a company consolidation report	The data sequence should be: <ul style="list-style-type: none"> ▪ Object ▪ Subsidiary

If you do not use company or business unit as your first sequence, the system uses company 00000 to determine the financial reporting date.

You must always sequence by object account and subsidiary to protect the integrity of your data and ensure that level of detail subtotals are accurate. To print a report across many business units or companies, sequence the report only by object account and subsidiary.

The sequence item that immediately precedes the object account determines page breaks and totals for all financial reports.

Printing a Simple Balance Sheet (P10111)

	From General Accounting (G09), choose Financial Reports From Financial Reports (G10), choose Simple Balance Sheet
---	--

A simple balance sheet tracks assets, liabilities, and equity by business unit or company. To print a simple balance sheet, all your balance sheet accounts must be grouped in your chart of accounts and cannot be interrupted by any profit and loss accounts.

You can use a balance sheet to track financial information for the:

- Current period

- Prior period end
- Prior year end
- Net change for the period and year

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

Before You Begin

- Validate the operating income amount on your income statement. This amount is the year-to-date income (loss) on the balance sheet.
- Verify that you have set up AAI items GLG2, GLG3, GLG5, GLG11, and GLG13. These items establish the beginning and ending ranges for balance sheet accounts.
- Verify that your financial reporting period is set correctly. See *Changing a Financial Reporting Date*.

How Is Operating Income Calculated?

The system does not perform calculations on the actual revenue and expense accounts (5000 - 9999) to derive an operating income amount. Instead, it uses the following equation:

$$\text{Assets} - (\text{Liability} + \text{Equity}) = \text{Operating Income}$$

This method of calculating the operating income saves a considerable amount of processing time when you produce a balance sheet.

Example: Operating Income Calculation

Assets	6,966,772.54
Liability + Equity	<u>- <6,164,757.37></u>
Operating Income	13,131,529.91

This calculation is based on the following:

Assets = 6,966,772.54

Liability + Equity:

Current Liability	3,755,755.74
Long-Term Liability	27,576.49
Common Stock	267,500.00
Paid-in-Capital	1,535,017.77
Retained Earnings	<u><11,750,607.37></u>
Total Liability + Equity	<u><6,164,757.37></u>

Note: The system uses this computed total in the operating income calculation.

		JD Edwards World			Page - 3	
00100 - Model Finan/Distrib Co (Mktg)		A Model Financial Company, Co. 00100			Date - 4/18/17	
		Balance Sheet				
		As of 06/30/17				
		Amounts			Change	
		Current	Last Month End	Last Year End	This Month	This Year
Assets						
Current Assets						
Cash	1,020,527.89	346,925.04	120,652.31	673,602.85	899,875.58	
Accounts Receivable	579,329.02	1,076,817.72	621,974.34	497,488.70-	42,645.32-	
Work in Process	116,652.06	116,652.06	116,652.06			
Inventory	2,981,198.74	2,186,667.91	452,005.71-	794,530.83	3,433,204.45	
Current Assets	4,697,707.71	3,727,062.73	407,273.00	970,644.98	4,290,434.71	
Fixed Assets						
Property and Equipment	1,718,998.44	1,481,734.72	1,156,394.13	237,263.72	562,604.31	
Accumulated Depreciation	493,848.80	315,475.02	367,494.31-	178,373.78	861,343.11	
Other Assets	56,217.59	56,217.59	56,217.59			
Fixed Assets	2,269,064.83	1,853,427.33	845,117.41	415,637.50	1,423,947.42	
Assets	6,966,772.54	5,580,490.06	1,252,390.41	1,386,282.48	5,714,382.13	
Liabilities and Equity						
Current Liabilities						
Accounts Payable	3,501,612.77	3,716,829.23	880,233.21	215,216.46-	2,621,379.56	
Accrued Payroll Liabilities	67,273.41	61,111.73	46,984.38	6,161.68	20,289.03	
Other Accrued Liabilities	125,388.95	125,388.95	125,388.95			
Accrued Taxes	61,480.61	58,735.86	58,735.86	2,744.75	2,744.75	
Current Liabilities	3,755,755.74	3,962,065.77	1,111,342.40	206,310.03-	2,644,413.34	
Long-Term Liabilities						
Notes Payable	8,820.73	8,820.73	8,820.73			
Long Term Debt	18,755.76	18,755.76	18,755.76			
Long-Term Liabilities	27,576.49	27,576.49	27,576.49			
Stockholder's Equity						
Common Stock	267,500.00	267,500.00	267,500.00			
Paid In Capital	1,535,017.77	535,017.77	535,017.77	1,000,000.00	1,000,000.00	
Translation Gain/Loss						
Retained Earnings	11,750,607.37-	9,955,729.37-	689,046.25-	1,794,878.00-	11,061,561.12-	
YTD Income (Loss)	13,131,529.91	10,744,059.40		2,387,470.51	13,131,529.91	
Stockholder's Equity	3,183,440.31	1,590,847.80	113,471.52	1,592,592.51	3,069,968.79	
Liabilities and Equity	6,966,772.54	5,580,490.06	1,252,390.41	1,386,282.48	5,714,382.13	

See Also

- *Printing a Simple Income Statement (P10211)* for the processing options for this program
- *Work with PC Import/Export* in the *Technical Foundation guide*

Data Selection and Data Sequence for Simple Balance Sheet

You must select the object accounts that you want to include on the report. For example, if your profit and loss accounts begin with object account 5000, select Object Account LE (less than or equal to) 4999.

JD Edwards World financial reports are designed to print in the following sequence:

- Company
- Business unit report codes
- Account master report codes

- Business unit
- Object account
- Subsidiary

If you do not use company or business unit as your first sequence, the system uses company 00000 to determine the financial reporting date.

You must always sequence by object account and subsidiary to protect the integrity of your data and ensure that level of detail subtotals are accurate. To print a report across many business units or companies, sequence the report only by object account and subsidiary.

The sequence item that immediately precedes the object account determines page breaks and totals for all financial reports.

Statement of Cash Flows

Statement of Cash Flows

International Accounting Standards (IAS) 7 requires enterprises to present a cash flow statement as part of their financial statements. IAS 7 requires the provision of information about historical changes in cash and cash equivalents of an enterprise by means of a cash flow statement which classifies cash flows during the period from operating, investing and financing activities.

Due to the difference between profits and cash, the Statement of Cash Flows provides you a mechanism for:

- Providing additional information on business activities
- An assessment of the current liquidity of a business
- Showing an overview of the major sources of business cash flow
- A guide to estimate future cash flow
- Identifying cash flows generated from trading as opposed to other sources of finance

Before You Begin



From General Accounting (G09), Enter UDC in the Selection or command line

Before setting up your statement of cash flows there are two User Defined Code tables UDC tables to review.

To review UDC table 10/NB

Review UDC 10/NB (Normal Balance). This table identifies the two types of account balances:

- Debit
- Credit

From General User Defined Codes

1. Enter 10 in the following field:
 - System Code
2. Enter NB in the following field:
 - User Defined Code

3. Use the Inquiry action and press Enter.

The Special Handling field for each is hard coded and contains either a D (debit) or C (credit).

4. Complete the following fields, as needed:

- Code
- Description
- Special Handling Code

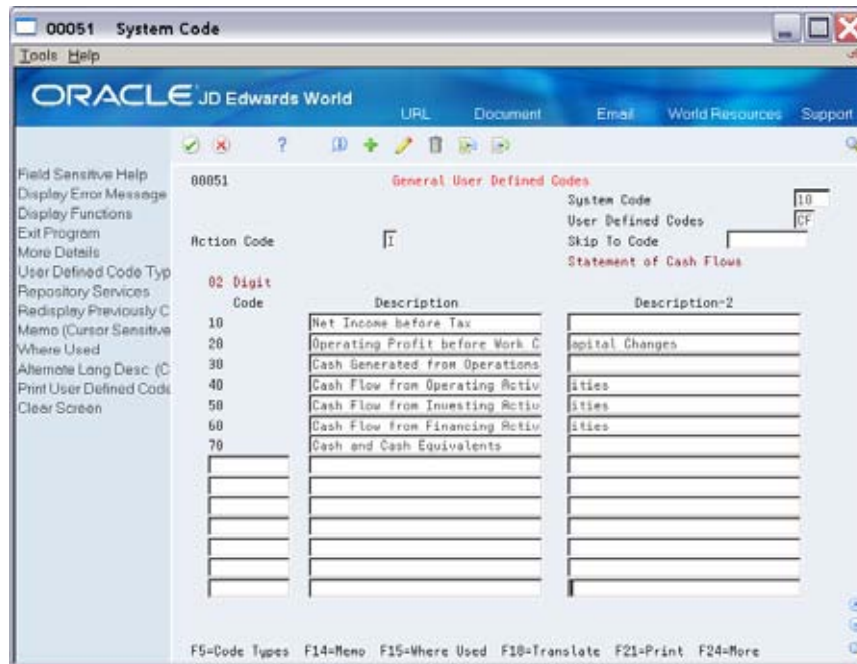
Note: When setting up cash flow rules, assign a value of D or C to each row description to specify whether the normal balance for the accounts in the row is a debit or credit.

5. To save your record, press Enter.

To review UDC table 10/CF

Review the activity codes/descriptions available in UDC 10/CF. These will appear on the report as subtotal descriptions and are based on the requirements for International Accounting Standards (IAS) 7.

1. Enter 10 in the following field:
 - System Code
2. Enter CF in the following field:
 - User Defined Code
3. Use the Inquiry action and press Enter.



4. Review the following fields:
 - Code
 - Description
 - Description - 2
5. Click Close.

See Also

- Work with User Defined Codes

Working with Statement of Cash Flows

To set up statement of cash flows rules (P10520)



From Master Directory (G), choose **Financial Reporting**
 From Financial Reporting (G10) choose **Statement of Cash Flows Rules**

By specifying statement of cash flow rules, you are defining the descriptions and ranges of accounts to include on the Statement of Cash Flows Reports

On Statement of Cash Flows Rules

1. Complete the following field:
 - Cash Flow Activity
2. Use the Inquiry action and press Enter.

10520 Statement of Cash Flows Rules

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10520 Statement of Cash Flows Rules

Action Code [I] Rules Code []

Cash Flow Activity [10 Net Income before Tax]

FS AAI []

Opt: 1=Account Ranges F24=More

3. Complete the following field:
 - Rules Code
4. Enter 10 in the following field:
 - Cash Flow Activity
5. Complete the following field with an FS AAI that signifies the ending Object/Subsidiary account and description that will print Net Profit Before Taxes on the Statement of Cash Flows, for example FS06.
 - FS AAI
6. Use the Change action code and press Enter.
7. Repeat steps 1-6 for the following, adding the Cash Flow Activity Codes to the SAME Rules code

Activity Code	Description	Explanation
10	Net Profit Before Tax	Includes account assigned to AAI FSxx. Same YTD balance as P10211 Net Profit Before Taxes.
20	Operating Profit Before Working Capital	Includes adjustments to the operating profit before working capital such as accumulated depreciation, profit or losses on the sale of non-current assets, and interest paid.
30	Cash Generated from Operations	Includes working capital such as inventories, receivables, and payables.
40	Cash Flow from Operating Activities	Includes outflows such as interest paid, dividends paid, and tax paid.
50	Cash Flow from Investing Activities	Includes non-current assets and proceeds on the sale of those assets.
60	Cash Flow from Financing Activities	Includes proceeds on the issue of shares and loans and the redemption of certain shares and loan amounts.
70	Cash and Cash Equivalents	Includes cash and bank accounts.

8. For each activity Code (20 – 70), enter a '1' in the following field of each Description line to bring up the Account Ranges for Cash Flow screen:
 - Option
9. Enter the appropriate Object/Subsidiary account ranges.
 - A blank in the subsidiary field indicates that there is no subsidiary.

- An asterisk (*) indicates that the range includes all subsidiaries.

10. Use the appropriate action code and press Enter.

What You Should Know About

Rpt Seq

You can change the print sequence using the Rpt Seq column in the Statement of Cash Flows Rules.

To Run the Statement of Cash Flows Report

	From Master Directory (G), choose Financial Reporting From Financial Reporting (G10) choose Statement of Cash Flows Report
---	---

After you have set up your statement of Cash Flows Rules, you can run the Statement of Cash Flows Report.

On Statement of Cash Flows Report

1. Use option 2 to select your version of the report.
2. Enter '1' for the following fields:
 - Processing Options Value (s)
 - Data Selection Value (s)
3. Press Enter

On Processing Options Revisions

4. Complete the following Processing Options:
 - Fiscal Date Pattern Company
 - Thru Fiscal Period/Year
 - Ledger Type
 - Rounding Factor
 - Rules Code

Field	Explanation
Fiscal Date Pattern Company	Enter the company whose date pattern the report should use. This should be a company that is included in Data Selection Note: If more than one company is selected in Data Selection, all date patterns must be the same. If the company is left blank, company 00000's current financial reporting period and year will be used for the report's period end date and date pattern.

Field	Explanation
Thru Fiscal Period/Year	Enter the through period number and fiscal year. If period number and fiscal year are left blank, it will use the current period number of the company in processing option 1, or company 00000 if left blank.
Ledger type	Enter the ledger type. If ledger type is left blank, 'AA' will be used
Rules Code	Enter the Rules Code you entered in your statement of Cash flows rules.

5. On Data Selection, complete the following field:

- Company...Value

Select a company (or companies) and print the Statement of Cash Flows. Company 00000 is a required value in the Dream Writer version's Data Selection, as it is used when processing options are left blank and for printing the company name.

Note: All companies should have the same date pattern, currency and account structure.

6. To submit your report, press Enter.

Processing Options

See [Statement of Cash Flows \(P10521\)](#)

Reviewing the statement of Cash Flows Report

You can print your Statement of Cash Flows report or review it on line. When reviewing your report:

- The Net Profit Before Taxes should be the same balance that printed on the Simple Income Statement (P10211), and use the same period number, fiscal year, ledger type and company, with processing option 6 selected. If multiple companies were selected, they will print as separate balances on the Simple Income Statement.
- When you run the Cash Flows Statement, the program inserts 'Increase in' or 'Decrease in' text before the account description, based on:
 - If normal balance for account(s) is Debit, and actual balance is greater than (or equal to) zero, 'Increase in' is printed.
 - If normal balance is Debit, and actual balance is less than zero, 'Decrease in' is printed.
 - If normal balance is Credit, and actual balance is greater than (or equal to) zero, 'Decrease in' is printed.

- If normal balance is Credit, and actual balance is less than zero, 'Increase in' is printed.

Note: AFTER the above is determined, all balances are reversed (except Cash and Cash Equivalents) on the report.

- Each description entered in the Statement of Cash Flow Rules (F10520) prints, with the Account Balance (F0902) accumulated from the ranges entered through the period selected.
 - The beginning Cash and Cash Equivalents section will print the beginning of year date and the balance will be beginning balances (APYC) of the cash and bank account ranges entered in Cash Flow Activity code 70.
 - The ending Cash and Cash Equivalents section will print the period end date selected and the balance will be the beginning balances (APYC) of the cash and bank account ranges entered, plus each period's balances through the selected period end date.
- Net Cash Flow From Operating Activities is the subtotal of Cash Flow Activity Codes 10 through 40. Code 40 does not have a separate subtotal, but is included in the above subtotal description.
- The Net Increase/Decrease in Cash and Cash Equivalents is the total of Cash Flow Activity Codes 10 through 60 (or Subtotals 40, 50 & 60).

Common Errors

Error	Description
Out of Balance	When the Net Increase/Decrease in Cash and Cash Equivalents and the difference in Beginning and Ending Cash and Cash Equivalents is not equal, an Out of Balance error is printed at the end of the statement
Net Income Before Taxes is Blank	When Net Profit Before Taxes is blank, the following message prints at the end of the statement: 'Net Income Before Taxes is Blank. Please verify that the FSAAI is correctly set up.'

Define and Print Consolidated Financial Reports

Defining and Printing Consolidated Financial Reports

At the end of each financial period, most companies produce financial reports. To combine income or balance sheet information across companies or business units, you can print consolidated financial reports.

This section contains the following tasks:

- [Defining Columns for the Report](#)
- [Printing Consolidated Income Statements](#)
- [Printing Consolidated Balance Sheets](#)

What You Should Know About

Report formats

- You can define 7 or 12 columns for income statements and up to 7 columns for balance sheets.
- You define the column titles for the report.
- Each financial report includes a consolidated column (an eighth or thirteenth column for income statements and an eighth column for balance sheets). The system calculates the consolidated column based on the amounts in the other columns.
- Amounts on the report appear as whole currency amounts. Decimal amounts are omitted.

Defining Columns for the Report



From General Accounting (G09), choose **Financial Reports**
From Financial Reports (G10), choose an option under Consolidation Reports

Before you print consolidated reports, you must first define the data you want to appear in each column of the report. You define:

- The data item that determines whether companies or business units appear in the columns
- The selection values that determine which companies, business units, or category codes appear in the columns

The data items are available fields from the Business Unit Master (F0006) and the Account Master (F0901) tables.

What You Should Know About

Data item names

The data item name is the combination of the file prefix (F# for the F1011 table used in the financial reports) and the data item name as defined in the Data Dictionary. Typical names you might use are listed below.

From Business Unit Master:

- F#CO - Company
- F#MCU - Business Unit
- F#RP01 - Business Unit Report Code 1 through F#RP30 - Business Unit Report Code 30

From Account Master:

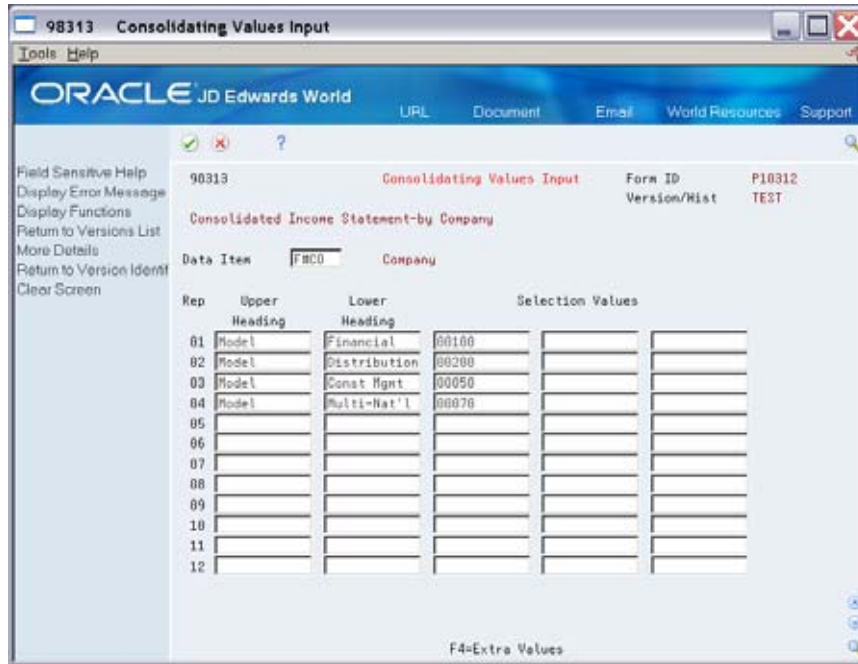
- F#MMCO - Company
- F#MMCU - Business Unit
- F#OBJ - Object Account
- F#SUB - Subsidiary Account
- F#R0001 - Account Master Report Code 01 through F#R0020 - Account Master Report Code 20

Report column

The first column within the detail area defines the column number on the report to which information on that line applies. Be sure which report you are defining. The income statement has both a 7-column and a 12-column version. The balance sheet provides 7 columns.

To define columns for the report

1. Select the report version to run to access Consolidating Values Input.




The preceding sample shows consolidation by company (data item F#CO = company). It selects company numbers 50, 70, 100, and 200 to be consolidated. The company descriptions shown will appear as the column headings.

2. On Consolidating Values Input, complete the following fields:
 - Data Item
 - Upper Heading
 - Lower Heading (optional)
 - Selection Values
3. To define more than three selection values per column, access Extra Values.

Field	Explanation
Data Field Name	<p>The name of the field within the file. This name is constructed using the File Prefix specified in the SVR and the data item name in the data dictionary.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The data dictionary item name. Examples include F#MMCO or F#CO for company; F#MMCU or F#MCU for business unit; and F#RP01-30 for business unit category codes 01 through 30.</p> <p>Special characters are not allowed as part of the data item name, with the exception of #, @, \$.</p> <p>If you want to create protected data names without JD Edwards World' interference, use \$xxx and @xxx, with xxx being user-defined.</p> <p>Note: In DREAM Writer, within the Processing Options Setup form, the field name is used during data entry to edit field size and other field attributes.</p> <p>Used to validate against the data dictionary.</p>
Upper Heading	The first line of description that will be used in column headings on a report or form. This description should be no larger than the data item size, if possible. If the column heading is only one line, it should be placed in this column.
Lower Heading	The second line of description to be used in column headings on a report or form. This description should be no larger than the data item size, if possible. If the column heading is only one line, it should be placed in the first column.
Selection Values	The list of values associated with a data selection item in the Dream Writer. These values include specific companies, business units, and category codes. You can have up to 12 values in each column.

Printing Consolidated Income Statements

	<p>From General Accounting (G09), choose Financial Reports</p> <p>From Financial Reports (G10), choose an option under Consolidation Reports</p>
---	---

To see income (profit and loss) information combined for companies or business units, print the consolidated income statement. You can include information for the current period or year-to-date.

The consolidated income statement has two versions:

- A 7-column format, which consolidates up to 7 different columns. Amounts include a maximum of 999 billion with separators and 999 trillion without separators.

- A 12-column format, which consolidates up to 12 different columns. Amounts include a maximum of 999 million with separators and 999 billion without separators.

The following report is an example of a 7-column consolidated income statement printed at a high level of detail (5).

JD Edwards World Consolidating Income Statement By Company						Page - 1 Date - 7/24/17
6 Months Ending 06/30/17						
Consolidated	Model Financial Co	Model Distribution	Model Const Mgmt	Model Multi-Nat'l		

Cost of Sales						

Direct Costs	70,235,369	70,235,369				
Primary COS	13,575,340	11,004,343			2,570,997	
Re-Packaging Costs						
Other COS	9,789,375	8,761,225	496,647-	428,815	1,095,982	
Cost of Sales	93,600,084	90,000,938	496,647-	428,815	3,666,979	

Salaries	549,310	549,310				
Sales Commissions	755,556	755,556				
Telephone	230,952	230,952				
General And Administrative	11,260	11,260				
Salary and Wages	729,295	185,641		12,307	531,348	
Building Expense	42,543	42,543				
Entertainment	310,040	310,040				
Travel						
Travel	1,677,466	1,349,232		2,288	325,946	
Equipment Expenses	3,332,503	109,086	2,573,792	62,533	587,093	
Computer Expenses	4,227	1,600		2,626		
Other Income and Expense						
Other Income	10,502,368	10,500,507		1,582-	3,443	

Other Direct Expenses	2,859,216-	6,955,287-	2,573,792	81,335	1,440,944	

Net Income (Loss)	21,678,083	23,614,920	2,076,907-	310,650-	450,720	

Processing Options

See [Consolidated Income Statement - 12 Column \(P103121\)](#).

See [Consolidated Income Statement \(P10312\)](#).

See [Consolidating Balance Sheet \(P10311\)](#).


Data Selection and Sequence for Consolidated Income Statement

The first data selection must be the object account range for your profit and loss accounts. For example, if you selected companies 100, 200, and 300 on Consolidating Values Input, you should also select Company EQ (equal to) *VALUE of 00100, 00200, and 00300.

You must sequence by object and subsidiary account only. If you do not, your column data will spread over many pages.

This report uses company 00000 to determine the default financial reporting date.

Printing Consolidated Balance Sheets

	From General Accounting (G09), choose Financial Reports From Financial Reports (G10), choose an option under Consolidation Reports
---	--

To make balance sheet comparisons using combined totals for companies or business units, print a consolidated balance sheet for the current period or year-to-date.

You can consolidate up to seven different reporting entities on the consolidated balance sheet.

In the following report, each column is a separate company.

JD Edwards World Model Companies Consolidating Balance Sheet As of - 06/30/98							
	Consolidated	Model Accounting	Model Payroll	Model Const Mgmt	Model Multi-Nat'l	Model Financial	Model Distribution
Assets							
Current Assets							
Cash	141,879,240	694,764	41,803-	53,020-	546,868	1,020,528	139,711,903
Accounts Receivable	14,174,112	4,968,367	16,102	452,786	149,132	579,329	8,008,397
Work in Process	233,304					116,652	116,652
Cost in Excess of Billing							
Inventory / WIP	5,417,383			5,380,008			37,375
Current Assets	161,704,039	5,663,131	25,702-	5,779,774	696,000	1,716,509	147,874,326
Inventory	735,864				86,240		649,625
Inventory	4,775,767			23,221	189,437	2,971,399	1,591,711
Prepaid Expenses	78,998	66,000			3,198	9,800	
Contract Revenues	4,492,249	66,000		1,075,159-	278,874	2,981,199	2,241,335
Fixed Assets							
Assets	166,196,287	5,729,131	25,702-	4,704,615	974,875	4,697,708	150,115,662
Fixed Assets							
Property and Equipment							
Heavy Equipment	282,254			13,879	53,225	172,458	42,692
Vehicles	869,755	535,658			98,512	215,713	19,871
Furniture & Office Equipm	747,300	352,007		4,028	391,266		
Computer	63,664					39,411	24,253
Repair Equipment							
Accumulated Depreciation							
Property and Equipment	7,601,680	3,512,665		124,867	1,088,755	1,718,998	1,156,394
Accum Depr - Equipment	49,317-			1,403-		33,398-	14,515-
Accum Depr - Vehicles	107,115-	80,000-		962-	8,303-	11,094-	6,756-
Accum Depr - Office Furn/	69,839-	11,200-		2,626-	56,012-		
Accum Depr - Computer	21,646-					13,400-	8,246-
Other Assets	112,435					56,218	56,218
Accumulated Depreciatio	870,724-	891,200-		107,686-	110,627-	550,066	311,277-
Fixed Assets	6,730,956	2,621,465		17,181	978,128	2,269,065	845,117
Liabilities and Equity							
Current Liabilities							
Accounts Payable	25,258,672	2,820,452		4,934,520	91,686	3,497,393	13,914,620
Billings in Excess-Costs/							
Accrued Provision - Job L	192,178	187,959				4,220	
Accrued Payroll Liabiliti	3,324,349	342,033	31,515	104,808		67,273	2,778,719
Other Accrued Liabilities	625,466	193,742		967	26,758	125,389	278,611
Accrued Taxes							
Accrued Sales or VAT Tax	2,614,377	73			17,678	61,481	2,535,146

See Also

- *Printing a Simple Income Statement (P10211)* for the processing options for this program

Data Selection and Data Sequence for Consolidated Balance Sheet

The first data selection must be the object account range for your balance sheet accounts. For example, if you selected companies 100, 200, and 300 on Consolidating Values Input, you should also select Company EQ (equal to) *VALUE of 00100, 00200, and 00300.

You must sequence by object and subsidiary account only. If you do not, your column data will be spread over many pages.

This report uses company 00000 to determine the default financial reporting date.

Print Monthly Spreadsheets

Printing Monthly Spreadsheets



From General Accounting (G09), choose **Financial Reports**
From Financial Reports (G10), choose **Monthly Spreadsheet**

To examine trends in your company's financial activity, print the Monthly Spreadsheet. You can analyze actual and budget amounts for:

- Period to date
- Year to date

You can also print this spreadsheet to show current period amounts with budget amounts for future periods.

This batch report uses information stored in the Account Balances (F0902) and Financial Report Master (F1011) tables.

Before You Begin

- Verify that your financial reporting period is set correctly. See *Changing a Financial Reporting Date*.

00100 - Model Finan/Distrib Co (Mktg)		JD Edwards World Model Financial Company (Co. 00100) Income Statement by Month Last 12 Months Actual										Page - 3	Date - 4/18/17	
	02/28	03/31	04/30	05/31	06/30	07/31	08/31	09/30	10/31	11/30	12/31	01/31	Total	Avg.
	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act		
Revenues														

Sales - Product A			44	16775	7336	69	135	52	147	62	57	81	24758	2063
Store Sales														
Wholesale Sales														
Direct Ship Sales				12715	5165							58	17938	1495
Contract Sales				15614	6529								22143	1845
Interplant Sales				9487	3760								13247	1104
Interplant Sales-Modesto														
Interplant Sales-Valley Forge														
Interplant Sales-Memphis														
Interplant Sales				9487	3760								13247	1104
Interplant Sales														
Less Returns & Allowances				465-	185-				25-				675-	56-
Less Sales Discounts				406-	163-								569-	47-
Freight Out				492-	188-								680-	57-
Service Sales														
Sales - Product A			44	53229	22254	69	135	52	121	62	57	140	76163	6347
Sales - Product B				9683	4182							8	13872	1156
Store Sales														
Wholesale Sales														
Direct Ship Sales				7744	3182								10926	911
Contract Sales				4582	1824								6405	534
A/R Discounts Allowed				124-	55-								179-	15-
Interplant Sales														
Interplant Sales-Modesto														
Interplant Sales-Valley Forge														
Interplant Sales-Chicago														
Interplant Sales														
Less Returns & Allowances														
Less Sales Discounts														
Freight Out														
Service Sales														
Sales - Product B				21884	9133							8	31025	2586
Sales - Other				4198	1594								5792	483
Consulting Revenue														
Training Revenue														
Finance Charge Income Credit														
Other Revenue														
Sales - Other				4198	1594								5792	483
Sales - Other														
Revenues			44	79311	32982	69	135	52	121	62	57	148	12980	9415

What You Should Know About

Rounding

The monthly spreadsheet rounds to the thousands. For example, if the amount is 2700, it rounds to 3000 and prints as "3." If you want a spreadsheet with different specifications, you can design your own using the FASTR report writer.

See Also

- *Printing a Simple Income Statement (P10211)* for the processing options for this program


Print Analysis Reports

Printing Analysis Reports

You can compare and compute variances and ratios that reflect your company's financial activity. Do this by:

- [Printing Variance Analysis Reports](#)
- [Printing Financial Ratios Reports](#)

Printing Variance Analysis Reports

	From General Accounting (G09), choose Financial Reports From Financial Reports (G10), choose Variance Analysis or Variance Analysis with Five Months
---	--

To compare actual to budget amounts and compute current period and year-to-date variances, use the variance analysis reports. Two formats are available:

- Variance Analysis
- Variance Analysis with Five Months Actual

Variance Analysis

						JD Edwards World		Page - 3			
						Model Consolidation		Date - 7/19/17			
						Variance Analysis					
						6 Months Ending 06/30/17					
Budget	%	Current Month Actual	%	Variance	%	Budget	%	Year-to-Date Actual	%	Variance	%
Revenues											
16749900	72.3	12579662	69.4	4170238-	24.9-	98755200	72.4	72378470	67.7	26376730-	26.7-
5388100	23.3	5047870	27.9	340230-	6.3-	31692800	23.2	28831043	27.0	2861757-	9.0-
1019400	4.4	840065	4.6	179335-	17.6-	5996300	4.4	5451296	5.1	545004-	9.1-
		351902-	1.9	351902-	100.0-			1995500	.2	199500	100.0
23157400	100.0	18115696	100.0	5041704-	21.8-	136444300	100.0	106860309	100.0	29583991-	21.7-
Direct Costs											
15111800	65.3	14007773	77.3	1104027	7.3	88892500	65.2	81234751	76.0	7657749	8.6
1304400	5.6	1210525	6.7	93875	7.2	7672900	5.6	7019348	6.6	653552	8.5
238500	1.0	586762-	3.2	825262	346.0	1402500	1.0	450550	.4	951950	67.9
104500	.5	87711	.5	16790	16.1	614600	.5	985388	.9	370788-	60.3-
						Other Direct Expenses Outside Operations					
		287600	1.2	267814	1.5	1689600	1.2	1535818	1.4	153782	9.1
17046800	73.6	14987061	82.7	2059739	12.1	100272100	73.5	91225855	85.4	9046245	9.0
						Direct Costs					

Variance Analysis with Five Months Actual

JD Edwards World Model Consolidation Variance Analysis w/ 5 Months Actual									
6 Months Ending 06/30/17									
	. . . Budget . . .		Actual	Variance	Actual	Actual	Actual	Actual	Actual
	Annual	YTD	YTD		06/30/17	05/31/17	04/30/17	03/31/17	02/28/17
Revenues									
Sales - Product A	10,365,200	98,755,200	72,378,470	26,376,730-	2,579,662	9,024,796	215,654	216,609	202,052
Sales - Product B	31,692,800	31,692,800	28,831,043	2,861,757-	5,047,870	3,770,870			4,215
Sales - Other	5,996,300	5,996,300	5,451,296	545,004-	840,065	4,611,231			
Contract Revenue			199,500	199,500	351,902-	211,391	14,850	72,781	163,046
Revenues	48,054,300	36,444,300	06,860,309	29,583,991-	8,115,696	7,618,288	230,505	289,390	369,313
Direct Costs									
Cost of Sales - Product A	88,892,500	88,892,500	81,234,751	7,657,749	4,007,773	7,032,808	73,440	33,828	39,891
Cost of Sales - Product B	7,672,900	7,672,900	7,019,348	653,552	1,210,525	5,808,823			
Cost of Sales - Contracts	1,402,500	1,402,500	450,550	951,950	586,762-	1,091,518	22,528-	2,000	22,222
Inventory Adjustments	614,600	614,600	985,388	370,788-	87,711	609,651	13,916	68,000	153,000
Other Direct Expenses									
Outside Operations									
Allocated Overhead	1,689,600	1,689,600	1,535,818	153,782	267,814	1,268,004			
Direct Costs	00,272,100	00,272,100	91,225,855	9,046,245	4,987,061	5,810,803	64,828	103,828	215,113
Gross Margin	47,782,200	36,172,200	15,634,453	20,537,747	3,128,635	1,807,485	165,677	185,562	154,200
General And Administrative									
Protective Services Salaries	1,670,000	1,520,000	11,260	1,508,740			11,260		
General And Administrative	1,670,000	1,520,000	11,260	1,508,740			11,260		
Building Expense									
Salary and Wages	562,018	550,484	184,603	365,881	81,898	61,115	31,134	10,455	
Depr-Building & Improvements	145,117	139,659	133,252	6,407	23,355	102,616	1,950	1,950	1,950
Depr-Office Furn/Equipment			962	962-	160	160	160	160	160
Depr-Other Assets	1,318,750	1,313,350	1,216,581	96,769	225,925	987,255	656	1,211	771
Equipment Expenses									
Building Expense	1,851,683	1,744,117	1,703,378	40,739	309,712	1,265,120	32,072	32,627	32,187

See Also

- *Printing a Simple Income Statement (P10211)* for the processing options for this program

Printing Financial Ratios Reports

	From General Accounting (G09), choose Financial Reports From Financial Reports (G10), choose Financial Ratios
---	--

To analyze financial information, such as debt to total assets, inventory turnover, and profit margin on sales, use the Financial Ratios report. This report includes the following standard ratios:

- Liquidity
- Leverage
- Activity
- Profitability

You can print this report as a consolidated ratio analysis across all companies or on a company-by-company basis. Use data sequencing to do so.

How Do AAls Affect Financial Ratios?

The Financial Ratios report uses the account ranges that are set up in AAI items F01 through F20. The accounts within these ranges are accumulated balances.

To calculate ratios based on other AAls, you need to define a custom financial ratios report using the FASTR report writer.

The following examples show how the system calculates different types of financial ratios:

Liquidity Ratios

Ratio	Calculation
Current Ratio	Current Assets (F01 through F06) / Current Liabilities (F08 through F09)
Quick/Acid Test	Current Assets less Inventories (F01 through F06) - (F04 through F05) / Current Liabilities (F08 through F09)

Leverage Ratios

Ratio	Calculation
Debt to Total Assets	Long Term Debt (F10 through F11) / Total Assets (F01 through F08)
Times Interest Earned	Earnings before Interest and Taxes (Net Income - (F19 through F20) - (F17 through F18)) / Interest Payments (F17 through F18)

Activity Ratios

Ratio	Calculation
Inventory Turnover	Cost of Goods Sold (F15 through F16) / Inventory (F04 through F05)
Average Collection Period	Accounts Receivable (F02 through F03) / Sales per Day (F13 through F14) / (fiscal period x 30)
Fixed Asset Turnover	Sales (F13 through F14) / Fixed Assets (F06 through F07)
Total Asset Turnover	Sales (F13 through F14) / Total Assets (F01 through F08)

Profitability

Ratio	Calculation
Profit Margin on Sales	Net Profit before Taxes (net income) - (F19 through F20) / Sales (F13 through F14)
Return on Total Assets	Net Profit before Taxes (net income) - (F19 through F20) / Total Assets (F01 through F08)
Return on Net Worth	Net Profit before Taxes (net income) - (F19 through F20) / Net Worth (F01 through F12)
After Tax Profit on Sales	Net Profit after Taxes (net income) / Sales (F13 through F14)

Company - 00100		JD Edwards World Company 00100 Financial Ratios Report	
As of - 06/30/17			
L I Q U I D I T Y R A T I O S			

1. Current Ratio	Current Assets	4,697,708	
	-----	-----	
	Current Liabilities	3,755,756	1.250
2. Quick/Acid Test	Current Assets Less Inventories	1,726,309	
	-----	-----	
	Current Liabilities	3,755,756	.459
L E V E R A G E R A T I O S			

3. Debt To Total Assets	Long Term Debt	27,577	
	-----	-----	
	Total Assets	6,966,773	.003
4. Times Interest Earned	Earnings Before Interest & Taxes	13,131,139	
	-----	-----	
	Interest Payments		
A C T I V I T Y R A T I O S			

5. Inventory Turnover	Cost of Goods Sold	90,002,098	
	-----	-----	
	Inventory	2,971,399	30.289
6. Average Collection Period	Accounts Receivable	579,329	
	-----	-----	
	Sales Per Day	592,559	.977
7. Fixed Asset Turnover	Sales	106,660,571-	
	-----	-----	
	Fixed Assets	2,212,847	48.200
8. Total Asset Turnover	Sales	106,660,571-	
	-----	-----	
	Total Assets	6,966,773	15.309
P R O F I T A B I L I T Y			

9. Profit Margin On Sales	Net Profit Before Taxes	13,131,139	
	-----	-----	
	Sales	106,660,571-	12.311 %
10. Return On Total Assets	Net Profit Before Taxes	13,131,139	
	-----	-----	
	Total Assets	6,966,773	188.482 %
11. Return on Net Worth	Net Profit Before Taxes	13,131,139	
	-----	-----	
	Net Worth	3,183,440	412.482 %
12. After Tax Profit On Sales	Net Profit After Taxes	13,131,139	
	-----	-----	
	Sales	106,660,571-	12.311 %

See Also

- *Printing a Simple Income Statement (P10211)* for the processing options for this program

What You Should Know About Processing Options

Processing option 1

If you leave the fiscal period and year blank, the system uses the financial reporting date for each company if company or business unit is the first data sequence item. Otherwise, it uses the financial reporting date for company 00000.

Data Sequence for Financial Ratios

Depending on the type of ratio report you want to print, sequence by one of the following:

- Object account and subsidiary for a total consolidated ratio report
- Company, object account, and subsidiary for an individual ratio computation by company report

If region is a reporting function that provides a full range of accounts for meaningful ratios, use this business unit category code in your data sequence.

Forecast G/L Cash Flow

Forecasting G/L Cash Flow



From General Accounting (G09), enter 27
From Advanced & Technical Operations (G0931), choose G/L Cash Forecasting

As part of your daily cash forecasting activities, you can review a summary of current balance information in your general ledger. To do so, you can run G/L Cash Forecasting.

You can use World Writer to view the information created by this DREAM Writer program. The information can also be downloaded to a standard PC spreadsheet program or used by custom programs to perform cash analysis.

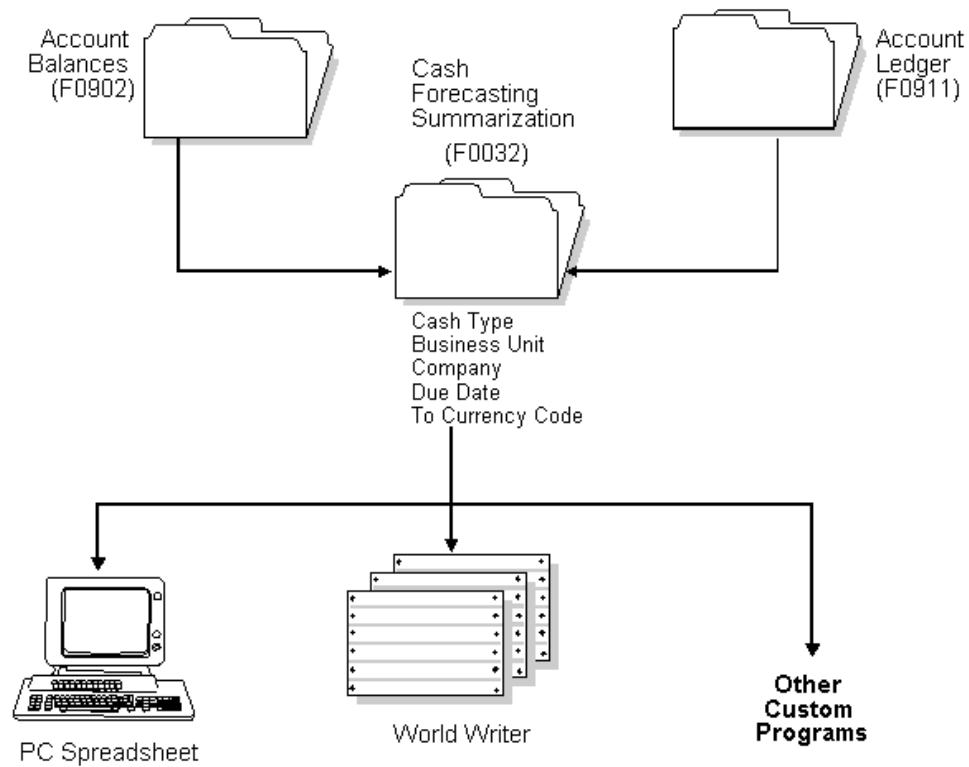
What Happens When You Run G/L Cash Forecasting?

When you run G/L Cash Forecasting, the system:

- Consolidates information from the Account Balances table (F0902) and posted records in the Account Ledger table (F0911)
- Summarizes information by G/L account, currency, and “as of” date
- Reflects a current balance as of a selected date
- Updates account summary records in the G/L part of the Cash Forecasting Summarization table (F0032)

JD Edwards World recommends that you use the same cash type each time you run this program if you want one set of G/L account information. Cash type indicates the system in which the information originated, and can be up to five alphanumeric characters. If this program has previously been run with a different cash type, the result will be two sets of G/L account information under two separate cash types in the Cash Forecasting Summarization table.

The following graphic illustrates the G/L cash forecasting process.



What You Should Know About

Multi-Currency

The Cash Forecasting Summarization table contains Amount and Currency Code fields for both domestic and foreign amounts.

- The domestic amount appears in the Amount Open field and its corresponding currency code appears in the Currency Code-From field.
- The foreign amount appears in the Amount Open-Foreign field and, if a monetary account exists, its corresponding currency code appears in the Currency Code-To field.
- For non-monetary accounts, the system displays the domestic amount and currency code in the Foreign Amount and the Currency Code fields as previously described.

Processing Options

See [G/L Cash Forecasting Summarization Build \(P09520\)](#).

Data Selection and Data Sequence for G/L Cash Forecasting

You should include a range of specific accounts in the data selection. If you include all accounts, the processing time for this program is very lengthy.

Account ID is the first sequence item in the DEMO version and should not be changed.

4 Account Reconciliation

Overview to Account Reconciliation

Objectives

- To set up account reconciliation
- To reconcile accounts manually
- To reconcile accounts automatically

About Account Reconciliation

You can reconcile bank accounts, selected expense accounts, and other general ledger accounts in the General Accounting system. After you perform the initial setup requirements, you can reconcile your accounts easily on a periodic basis.

Account reconciliation consists of:

- Reconciling voided payments
- Creating the reconciliations worktable
- Working with manual reconciliations
- Working with bank tape reconciliations
- Reconciling transactions within accounts

Which Method Should You Choose?

The following methods of account reconciliation are available:

Method	Description
Manual reconciliation	Use this method to manually reconcile your bank accounts, or debits and credits, for transit or clearing accounts.
Bank tape reconciliation	Use this method to have the system reconcile your bank account. You can use this method only if your bank provides a magnetic tape with transaction information. This method reconciles payments and receipts.
Reconciliation of transactions within accounts	Use this method to automatically match and reconcile debits and credits within the same account. You can reconcile multiple accounts at the same time. You must use manual reconciliation to reconcile transactions that are not within the tolerance limit that you set up.

Whichever method you choose, you can create your own reconciliations worktable for accounts you are responsible for reconciling. This allows you to reconcile accounts without affecting the accounts assigned to another person for reconciling.

Manual Reconciliation

Manually reconciling your accounts consists of three steps:

- Reconciling voided payments with zero amounts automatically (optional)
- Creating or refreshing the reconciliations worktable for unreconciled transactions
- Performing the manual reconciliation for bank accounts, or for transit or clearing accounts

Bank Tape Reconciliation

Reconciling your accounts using a bank tape consists of these steps:

- Reconciling voided payments with zero amounts automatically (optional)
- Creating or refreshing the reconciliations worktable for unreconciled transactions
- Reconciling cleared payments and receipts automatically using the Match Tape in Reconciliation File program
- Reconciling manually any accounts that were in error from the automatic reconciliation

Transactions within Accounts Reconciliation

Reconciling transactions within accounts consists of three steps:

- Creating or refreshing the reconciliations worktable for unreconciled transactions
- Matching transactions (debits and credits) automatically within accounts and reconciling them using a batch program
- Reconciling manually any accounts that were in error from the automatic reconciliation

What Should You Consider Before Using Account Reconciliation?

You can avoid manually reconciling old transactions in each account when you first set up your system for account reconciliation. The General Accounting system provides a “catch-up” procedure that globally updates selected accounts in the Account Ledger table (F0911) as already being reconciled. Use the global data reset procedure only if you want to reconcile your account history.

Generally, you run the reset procedure only once, for each reconcilable account. However, in certain situations, you might use this procedure to globally unreconcile all transactions within an account.

Caution: You can damage your data if you run the reset procedure for an account that has already been reconciled for the period.

Before You Begin

- Set up AAIs to identify account ranges that must be reconciled
- Set up a DREAM Writer version for each account that must be reconciled using Start Up Global Data Reset
- Set up a reconciliation code in the user defined code list 09/RC to use in manual reconciliation

See Also

- *About AAIs for General Accounting (P00122)* for information about AAIs for reconcilable ranges
- *About User Defined Codes for General Accounting (P00051)* for information about the reconciliation code

Reconcile Voided Payments

Reconciling Voided Payments



From General Accounting (G09), choose Account Reconciliation From Account Reconciliation (G0921), choose Auto Reconcile Void Payments
--

Instead of manually reconciling voided payments, you can save time during account reconciliation and have the system automatically reconcile voided payments and those with zero amounts. The system selects payments that were voided manually or during automatic payment processing.

Auto Reconcile Void Payments marks voided payments as reconciled and updates the Account Ledger table (F0911). You should run this program before you run Refresh Reconciliations File to create the reconciliation worktable so that zero-amount and voided payments are not included in the worktable.

Auto Reconcile Void Payments is a DREAM Writer program.

Data Sequence for Automatic Reconcile of Void Payments

Do NOT change the data sequence in the DEMO version of this program. The processing logic for this program is based on this sequence. If you change it, you will get unexpected results.

Account Reconciliation Setup

Setting Up Account Reconciliation

Before you can reconcile your accounts you must prepare your system and your data for reconciliation.

This section contains the following:

- [Creating Valid Reconciliation Codes](#)
- [Creating Automatic Accounting Instructions \(AAIs\)](#)
- [Resetting the Global Data \(P09133\)](#)
- [Automatically Reconciling Voided Payments \(P09551\)](#)
- [Creating the Reconciliations Worktable \(P09130\)](#)

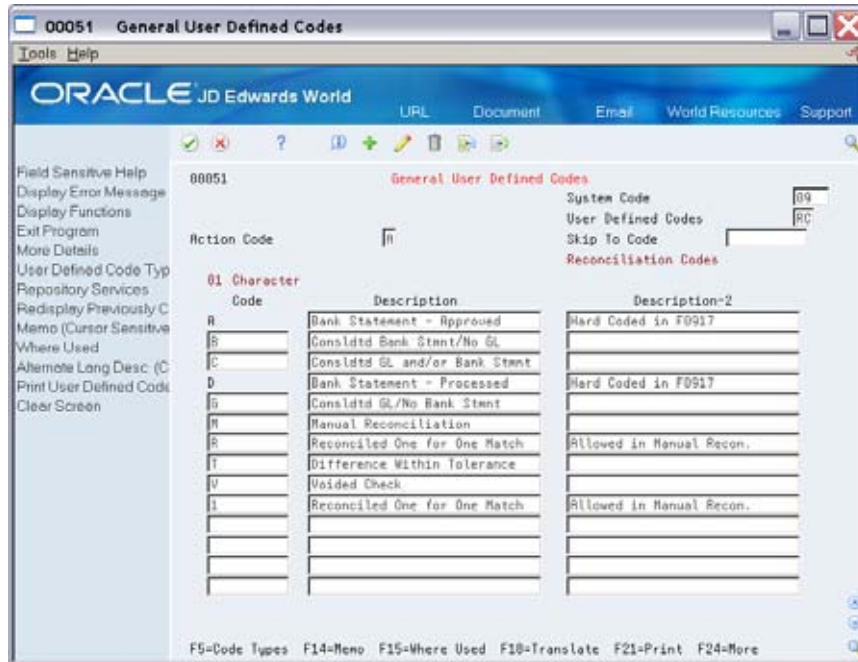
Creating Valid Reconciliation Codes



JD Edwards denotes reconciled transactions by a value in the Reconciled Code field (RCND) in the Account Ledger file (F0911). This value must be a valid code in the Reconciliation Codes UDC table (09/RC).

From General User Defined Codes

1. Complete the following fields:
 - Enter 09 in System Code
 - Enter RC in User Defined Codes
 - Enter I in Action Code
2. Press Enter.



3. Complete the following fields
 - Code
 - Description
4. Access the Detail Area.
5. Enter 01 in the following field:
 - Special Handling Code
6. Use the Add action
7. To add your record, press Enter.

Field	Explanation
Code	A one-character identifying code to identify the UDC code
Description	A description of the code
Special Handling Code	A code indicating special processing requirements.

Note: To avoid processing errors:

Verify that User Defined Code (UDC) table 09/RC (Reconciliation Codes) contains the value R and Special Handling Code 01.

If you are using the Debit/Credit Match program (P09131D), or if you have added your own code to the table, verify that the Special Handling Code contains the value 01.

Creating Automatic Accounting Instructions (AAIs)



From General Accounting (G09), enter 29
From General Accounting System Setup (G0941), choose Automatic Accounting Instructions

Before you can reconcile your accounts, you must configure the AAIs GLRCxx. In the GLRCxx AAIs, xx represents a two-digit numeric value that identifies the accounts to be included as reconcilable accounts.

- Odd numbers specify the beginning of a range of accounts to be reconciled
- Even numbers specify the ending of an account range

Include all cash, expense, or other selected general ledger accounts which you are reconciling. The accounts may be specified as single accounts or as ranges of accounts.

Note: Define this AAI for Company 00000 only, and not for specific business units.

From Automatic Accounting Instructions

1. Access Multiple AAI Revisions (F16)

Item	Business	Obj	Sub	Description
P Number	Co	Unit	0 Acct 0 Account 0	
GLRC R	00000			Reconcilable Ranges
GLRC B	00000			Reconciliation.
GLRC01	00000	1110	R	Bypass Reconcilable Range -
GLRC02	00000	1110	R 99999999	Bypass Reconcilable Range -
GLRC03	00000	0003	R	Bypass Reconcilable Range -
GLRC04	00000	0004	R 99999999	Bypass Reconcilable Range -

1. Complete the following fields:
 - Enter I in the action code field
 - Enter GLRC* in the Item Number
2. Press Enter
3. Complete the following fields:
 - Item Number

- Company
- Object Account
- O (2) (Option)
- Subsidiary (optional)
- O (3) (Option)
- Description (optional)

4. Use the Add action.


Field	Explanation
Item Number	A hard-coded field that defines an account or range of accounts used for a particular function. For example, item GLG4 defines the retained earnings account, which is used for annual close purposes. During processing, programs use the item number and company number to find the correct account to debit or credit. Along with company, the item (or range) is the key to the AAI table.
Company	Set up for Company 00000
Object Account	The object account portion of a general ledger account. The term "object account" refers to the breakdown of the Cost Code (for example, labor, materials, and equipment) into subcategories (for example, dividing labor into regular time, premium time, and burden). If you are using a flexible chart of accounts and the object is set to 6 digits, JD Edwards World recommends that you use all 6 digits. For example, entering 000456 is not the same as entering 456, because the system enters three blank spaces to fill a 6-digit object.
Subsidiary	<p>A subdivision of an object account. Subsidiary accounts include more detailed records of the accounting activity for an object account.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>This number identifies the general ledger subsidiary account for the AAI when one is required.</p> <p>Defining a subsidiary code can be optional, depending on the type of AAI. Use 99999999 to express the end of a range of subsidiary accounts.</p> <p>This field is not relevant to the Contract Management system.</p>

Field	Explanation
Option (2 and 3)	<p>A code that specifies whether the business unit, object account, or subsidiary account is required for this AAI. Codes are:</p> <p>O Optional</p> <p>R Required</p> <p>N Not used</p> <p style="text-align: right;"><i>Form-specific information</i></p> <p>Do not change this field.</p>

See Also

- *Reconcilable Ranges in Understand AAIs for General Accounting*
- *Creating Balance Forward Records (P09811) in the General Accounting II Guide*

Resetting the Global Data (P09133)


	<p>From General Accounting (G09), choose Account Reconciliation</p> <p>From Account Reconciliation (G0921), choose Start Up Global Data Reset</p>
---	---

It is not necessary to manually reconcile old transactions in each account when preparing your system for account reconciliation. The General Accounting system provides a "catch-up" procedure that globally updates Account Ledger table (F0911) transactions in selected accounts to a reconciled status. Use the global data reset procedure to reconcile account history.

Use the processing option to specify the value to be used when marking a record as reconciled. This value must exist in the Reconciliation Codes UDC table (09/RC). Data Selection should include posted records for the account to be updated as reconciled.

Generally, the reset procedure is executed only once for each reconcilable account, however, in certain situations, this program may be run to globally unreconcile all transactions within an account. This program may not be used to reconcile/unreconcile specific transactions within an account.

Automatically Reconciling Voided Payments (P09551)

	<p>From General Accounting (G09), choose Account Reconciliation</p> <p>From Account Reconciliation (G0921), choose Auto Reconcile Void Payments</p>
---	---

You may save time during account reconciliation process by having the system automatically reconcile voided payments and payments with zero amounts. Auto Reconcile Void Payments is an optional step in the account reconciliation process and need not be used if you wish to manually reconcile voided payments.

When you run Auto Reconcile Void Payments (P09551), the system reconciles payments with the document type PO that have been voided manually or automatically, and reconciles any zero amount payments. Auto Reconcile Void Payments then updates the F0911 Reconciled field (RCND) with an R (reconciled). It also updates the Payment Cleared Date field (DKC) of the original payment and the voided payment.

Note: Running Auto Reconcile Void Payments before running Refresh Reconciliations File (P09130) excludes these items from the reconciliation workfile, Account Ledger File for Reconciliation (F0911R).


Caution: If you create your own version of P09551:

Verify the DREAM Writer data selection and data sequencing match that of the original ZJDE0001 version.

Use Payment Number (CN) NE *BLANKS and Reconciled (RCND) EQ *BLANKS as the data selection. This selects unreconciled payments.

Sequence the data with Payment Number first and Document Type (DCT) second. The processing logic is based on the sequencing and if this sequencing is altered, unpredictable results may occur.

Creating the Reconciliations Worktable (P09130)

	From General Accounting (G09), choose Account Reconciliation From Account Reconciliation (G0921), choose Refresh Reconciliations File
---	--

Before you reconcile your accounts, you must create a new reconciliations worktable. This program builds a worktable (F0911R) which is required for performing account reconciliation

The Refresh Reconciliations program copies the unreconciled transaction detail for all reconcilable accounts from the Account Ledger table (F0911) into the Account Ledger Reconciliation worktable (F0911R). This worktable is:

- Based on the AAIs for reconcilable ranges
- Based on the beginning and ending dates entered in the processing options
- Created without zero-amount payments that were voided by the system, if you ran the Auto Reconcile Void Payments program first

The reconciliations worktable provides information such as book balances, outstanding debts, outstanding credits, and bank balances.

Each time you create a new reconciliations worktable, the system removes all previously reconciled transactions in the table and replaces them with new transactions that were entered since you last created the table.

No report is generated when the submitted Refresh Reconciliations File job is complete. Use Hidden Selection 34 (Display User Messages) to verify the job completed normally.

You can create your own worktable for the accounts you reconcile by setting the processing option to create multiple members. Processing options, data selection, and AAI's control which F0911 records are written to F0911R.

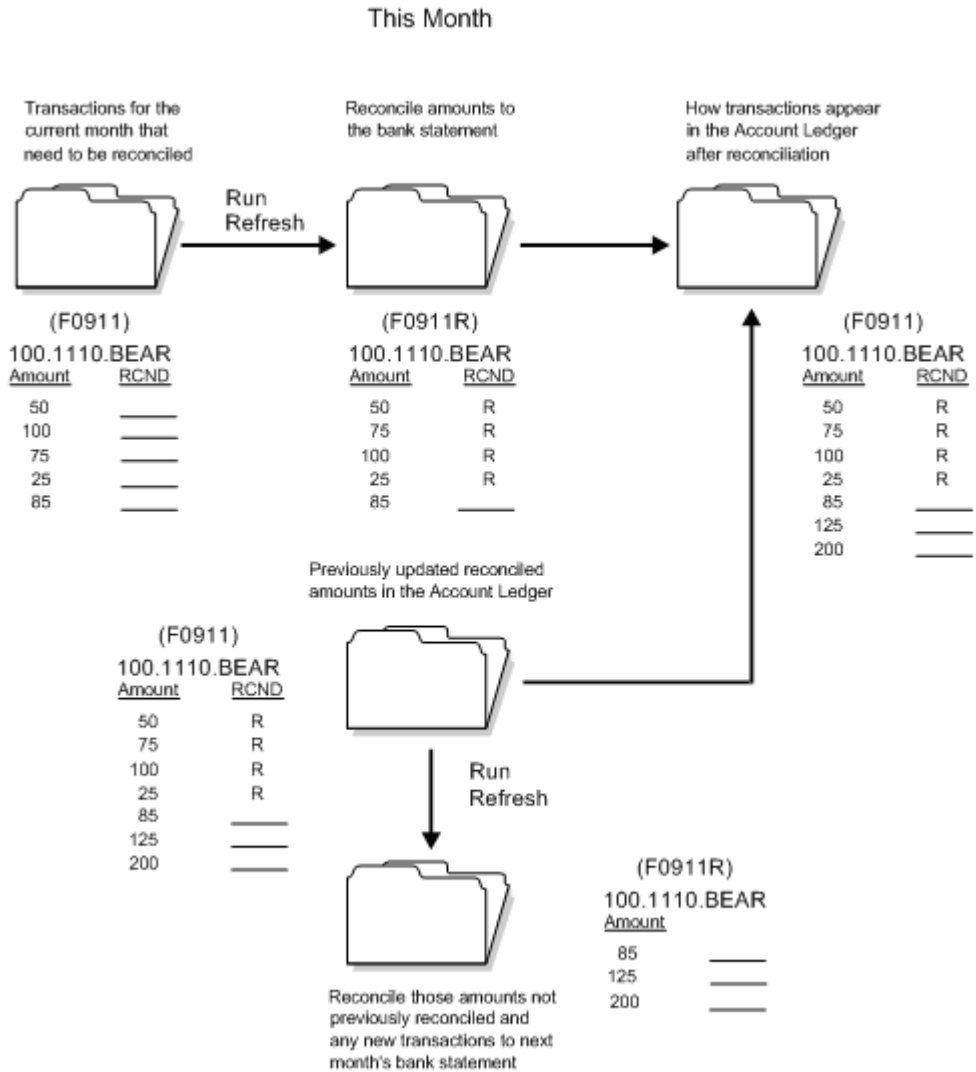
Processing options define:

- Date ranges
- Reconciliation status
- Ledger types
- The inclusion of AE document types
- The creation of multiple F0911R members.

Data selection typically includes only the eight-digit Short Account ID (AID) of the account to be reconciled.

Only posted F0911 transactions are eligible for reconciliation. This allows you to work without affecting the accounts assigned to another person for reconciling.

The following example illustrates how the system stores reconciled transactions.



Before You Begin

- Verify that the AAI item GLRCxx identifies the ranges of accounts to be reconciled
- Reconcile any voided payments, if applicable

Processing Options

See [Refresh Reconciliation File \(P09130\)](#).

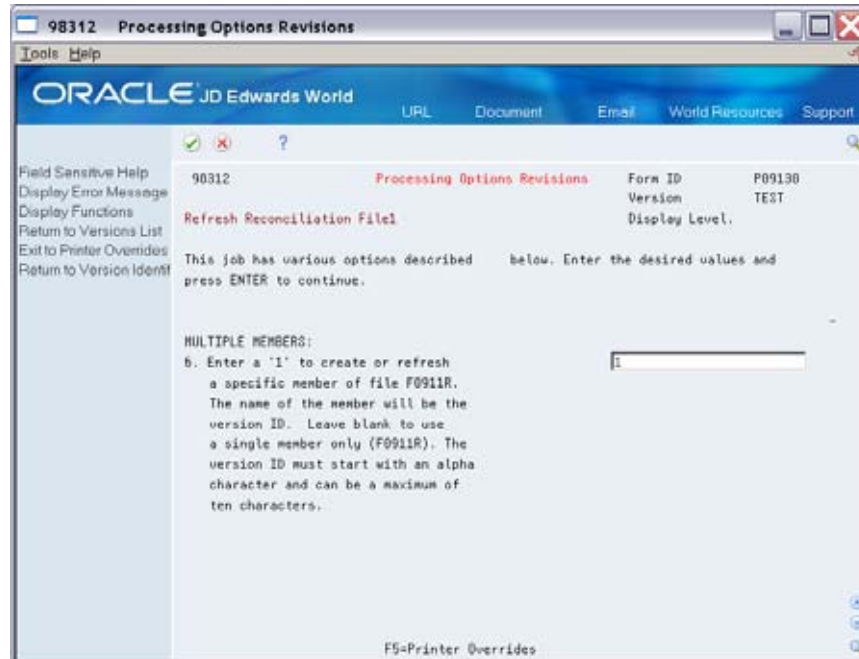
Data Selection for Refresh Reconciliations File

If you set the processing option to create your own worktable, specify the accounts to include, using the short account ID.

Multiple Member Setup Processing Option

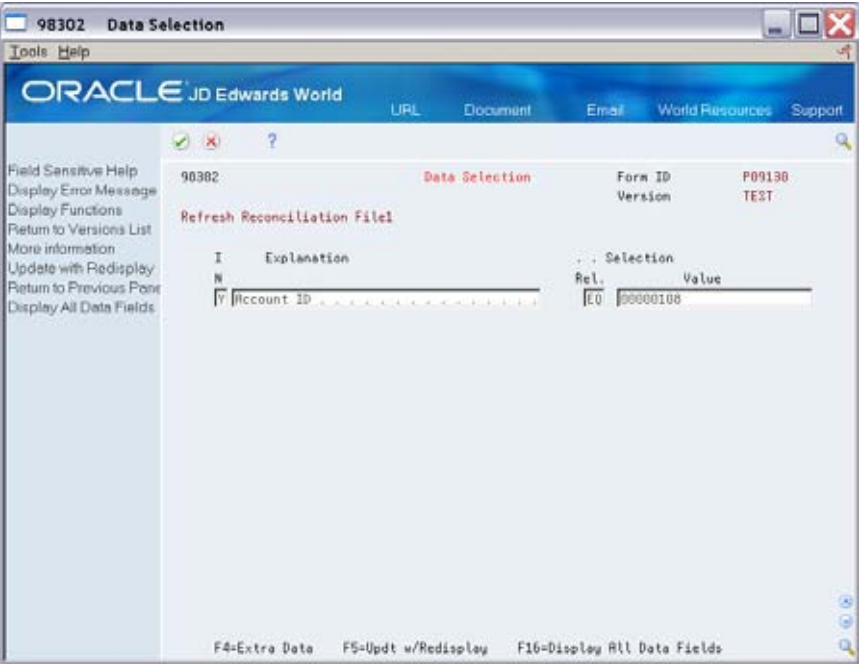
When you create multiple members within the Account Ledger File for Reconciliation (F0911R), multiple accounts can be reconciled simultaneously without affecting one another.

Generally, each time you run the Refresh Reconciliations File (P09130), it clears the F0911R and updates the file with new data. This can result in data for only one account residing in the F0911R and interfere with multiple users reconciling multiple accounts.



The Multiple Members processing option of P09130 controls the creation of a specific member within F0911R. To create a member, enter a '1' in the processing option. The name of the member that will be created is the name of the P09130 version that is run.

Note: In each version of P09130 you create, enter 1 in Processing Option 6.



To include records for a single account in a member, specify the eight-digit Short Account ID (AID) of the account you are reconciling in the Data Selection of your P09130 version. Create a separate version of P09130 for each account to be reconciled.

Note: The next step is to set up versions of the Bank Account Reconciliation program (P09131), which will point to each version of the Refresh program.

Work with Manual Reconciliations

Working with Manual Reconciliations (P09131)

You can use the manual reconciliation process to manually reconcile your all of your accounts or those not reconciled by the Bank Tape Reconciliation program (P09510). Use:

- Bank Account Reconciliation to match transactions to a bank statement
- Debit/Credit Match for clearing accounts
- Manual Reconciliation to manually reconcile transactions.

If you use bank tape reconciliation, use manual reconciliation for any items that are not reconciled with the bank tape. You can also manually reconcile debits and credits for transit or clearing accounts.

Reference	Amount	Explanation	Date
1			
	150,000.00	Correct Account Detail to Bal	01/01/16
	13,430.00	Fix Detail to Balances	04/29/16
	13,765.75	Correct Detail to Balances	05/30/16
	13,705.75	Correct Detail to Balances	06/29/16
00004675 00009205	74,092.80	Bank Deposit	03/31/17
00004675 00009205	509.07	Bank Deposit	03/31/17
00004675 00009205	740.93	Bank Deposit	03/31/17
00001850 00002276	2,500.00-	MCI	04/27/17
00005466 00005936	6,905.67-	USA Today	04/27/17
00005466 00005936	6,905.67	USA Today	04/27/17
	16,267.00	4/17 Balances-Co 001	04/30/17
00001090 00001001	150.00-	DanEdwards & Company	05/10/17
	550.00-	Airline Travels Inc	05/15/17
00001016 00002284	550.00-	Airline Travels Inc	05/15/17

The G/L Reconciliation Screen (09132) displays transactions in the Account Ledger File for Reconciliation (F0911R). The Balance Per Books amount is the account balance (reconciled and unreconciled transactions) through the period specified in the Thru Date/Per field. The Books Plus Open amount is the difference between the Balance Per Books and the open items listed in the detail. When reconciliation is complete, the Books Plus Open amount should match the balance on your bank statement.

Working with manual reconciliations consists of:


- [Manually Marking Transactions as Reconciled](#)
- [Manually Changing Transactions from Reconciled to Unreconciled](#)

When the reconciliation is complete, the system updates the reconciled transactions in the Account Ledger Reconciliation worktable (F0911R) and Account Ledger table (F0911).

Before You Begin

- Run the Refresh Reconciliations program to create your Account Ledger Reconciliation worktable

Manually Marking Transactions as Reconciled

	From General Accounting (G09), choose Account Reconciliation From Account Reconciliation (G0921), choose an option under Manual Reconciliation
---	--

To make the manual reconciliation process easier, you might want to reconcile transactions for an account one at a time. You can:

- Manually mark bank account transactions as reconciled
- Manually mark debit/credit transactions as reconciled

What You Should Know About

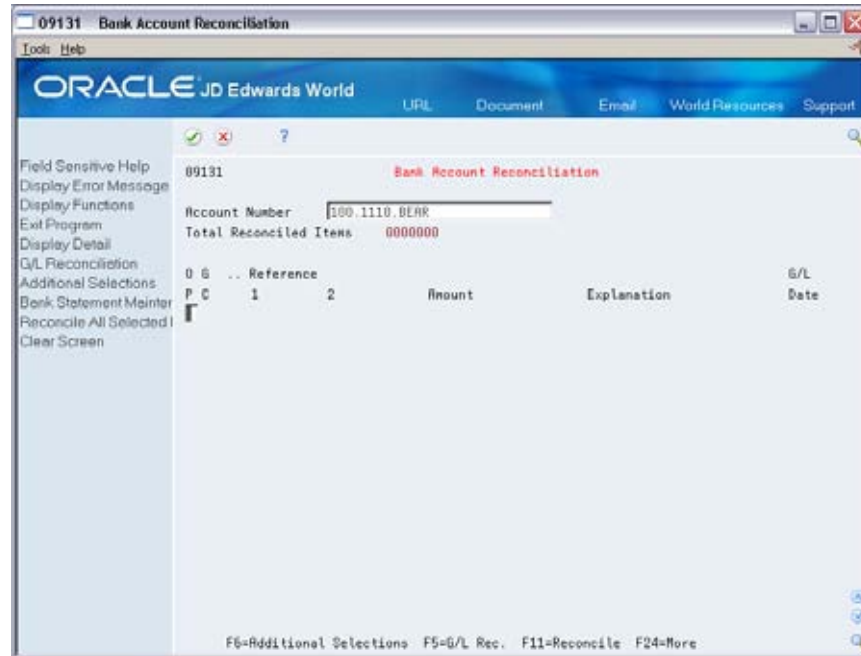
Manually reconciling other types of transactions

You can use the Manual Reconciliation form to manually reconcile journal entries, cash receipts, transit or clearing accounts, and other types of unreconciled transactions.

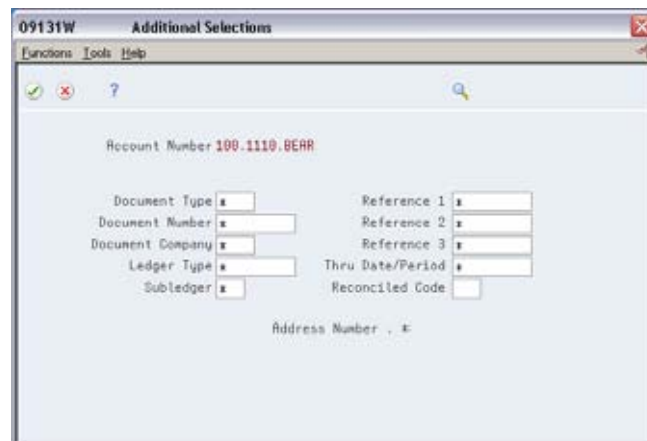
Using the Additional Selections form, you can limit the display to the same fields that you specify for matching debits and credits in the Automatic Debit/Credit Account Reconciliation program.

To manually mark a bank account transaction as reconciled

On Account Reconciliation (accessed from Bank Account Reconciliation)



1. Locate the account by completing the following field:
 - Account Number
2. To limit the transactions for an account, access Additional Selections.

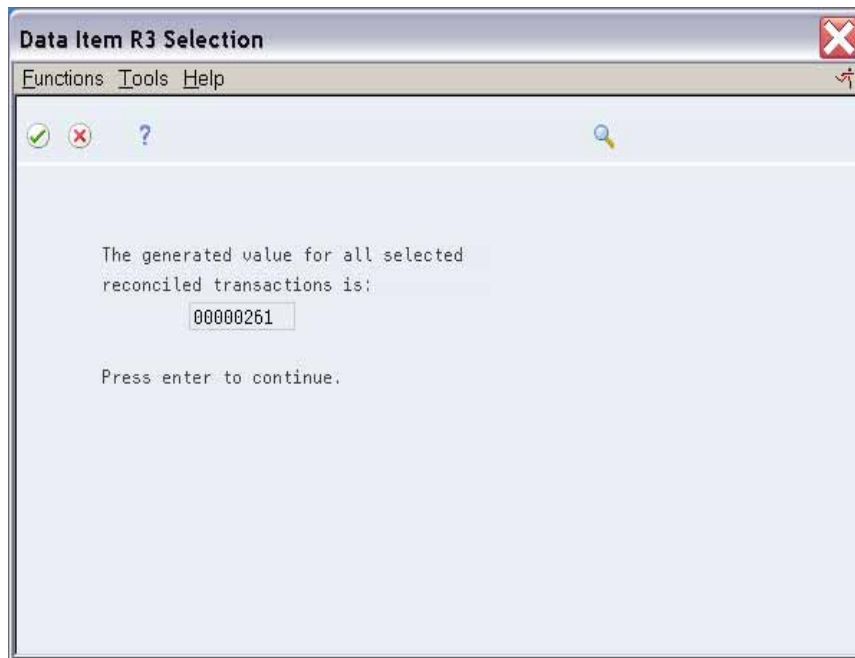


3. On Additional Selections, complete the following optional fields:
 - Reference 1
 - Reference 2
4. On Account Reconciliation, review the following field, if necessary:
 - G/L Consolidator Indicator (GC)

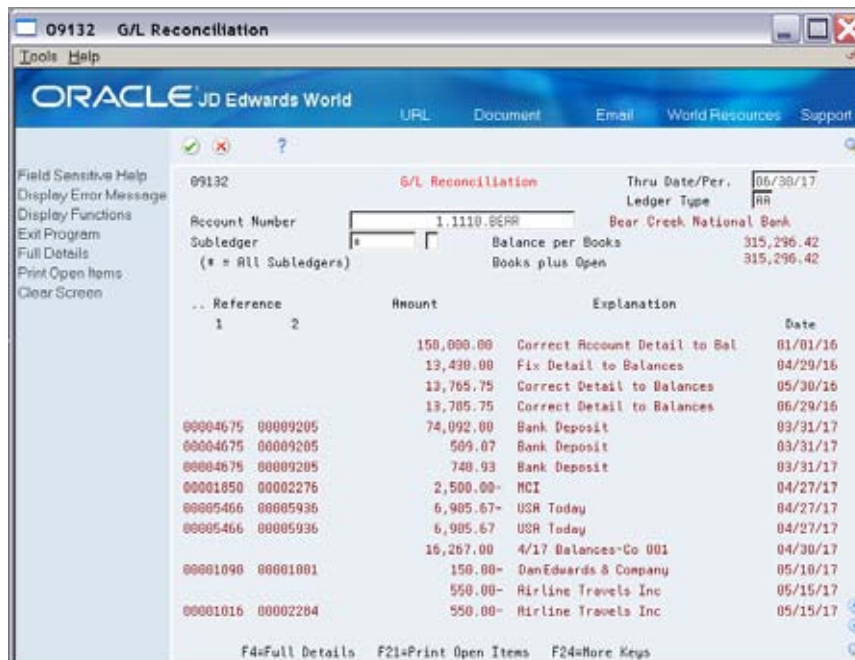
5. To mark a transaction for reconciliation, enter R or another user defined code from UDC 09/RC, in the following field:
 - Option

6. To reconcile all marked transactions, press F11.

If you set the processing option to assign a reconciliation number, the system displays Data Item R3 Selection. This displays a reference number that you can use to search for your reconciled transactions on Additional Selections.



7. To review and print unreconciled transactions, access G/L Reconciliations.



Field	Explanation
G/L Consolidation Indicator	A flag which is used to indicate when the subfile line consists of more than one transaction. An asterisk (*) is displayed when multiple F0911R records have been consolidated for presentation on the subfile line.
Reference 1	A number that provides an audit trail for specific transactions, such as a payment number for payment processing.
Reference 2	A number that provides an audit trail for specific transactions, such as an asset, supplier number, or document number.

Common Errors

Error	Resolution
During manual reconciliation, the system seems to accept 'R', but upon re-inquiry the transaction has not been reconciled	<ul style="list-style-type: none"> ▪ Verify Data Dictionary item AID (Account ID). ▪ Verify the Data Display Rules field to ensure it is blank ▪ Verify that User Defined Code (UDC) table 09/RC (Reconciliation Codes) contains the value R and Special Handling Code 01.

What You Should Know About

Searching for specific transactions

Use the reference fields on Additional Selections as follows:

- To search for a specific payment number, use Reference 1.
- To search for a specific supplier or document number, use Reference 2.
- To search for your reconciled transactions, use Reference 3.

**Reviewing and printing
unreconciled transactions**

On the G/L Reconciliation form, you can:

- Review all unreconciled transactions, the general ledger balance, and the adjusted balance for an account.
- Move to the end of the detail to review the books plus open and balance per books amounts. The difference between these amounts is the total of the transactions you have processed but not reconciled to your bank account. The books plus open amount should equal the bank statement ending balance adjusted for any bank errors.
- Print a list of unreconciled transactions, the total open amount, balance per books, and books plus open amount. If the account is a bank account, this list serves as a list of outstanding transactions.

Processing Options

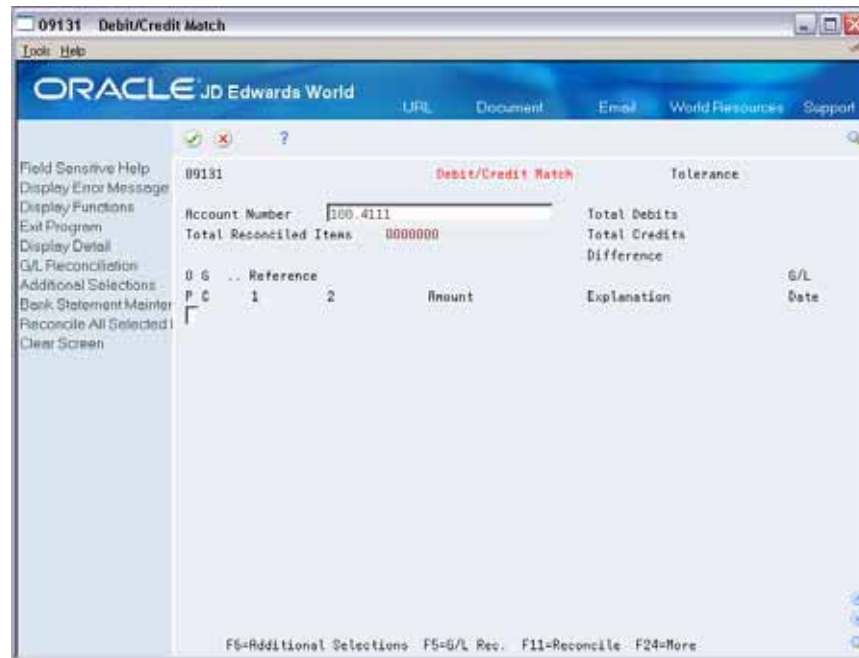
See [Bank Account Reconciliation \(P09131\)](#).

Note: If you are working with Account Reconciliation with Multiple members, set up versions of the Bank Account Reconciliation program (P09131), that point to each version of the Refresh program. To do so, define processing option #3 with the names of the version of the Refresh.

After you have created the new versions of Bank Account Reconciliation program (P09131), set them up as a menu selection using the Menu Revisions program (P00908).

To manually mark a debit/credit transaction as reconciled

On Account Reconciliation (accessed from Debit/Credit Match)



Follow the steps for reconciling bank account transactions manually.

Processing Options

See [Manual Reconsolidation by Debits & Credits \(P09131D\)](#).

Manually Changing Transactions from Reconciled to Unreconciled

	<p>From General Accounting (G09), choose Account Reconciliation</p> <p>From Account Reconciliation (G0921), choose Bank Account Reconciliation</p>
--	--

If you inadvertently mark transactions for reconciliation and need to change them, you can change the transaction to unreconciled. If you refreshed the reconciliation worktable after you marked the transaction for reconciliation, you need to first refresh the worktable. Typically, you refresh the worktable at the beginning of a new period, and your choice is as follows:

- Change transactions to unreconciled in the current period
- Change transactions to unreconciled in another period

When you change a transaction from reconciled to unreconciled, the system:

- Deletes the assigned reconciliation number from that transaction
- Updates the reconciled transactions in the F0911R and the Account Ledger file (F0911).

- Updates the Check Cleared Date field (DKC) with the system date
- Updates RCND with the reconcile code
- Updates R3 with the reconciliation number, if applicable

To change a transaction to unreconciled in the current period

On Account Reconciliation

1. Locate the account by completing the following field:
 - Account Number
2. Access Additional Selections. (F6).
3. On Additional Selections, select the reconciled transactions.
4. Clear the reconciled code following field:
 - Option
5. Return to Account Reconciliation where the system will display only the reconciled records.
6. To unreconcile the transaction, press F11.

To change a transaction to unreconciled in another period

1. Run Refresh Reconciliations File (P09130) for the correct period.
2. Verify that the processing options for Manual Reconciliations (P09131) include the correct date range and reconciled items.
3. Follow the steps to unreconcile a transaction in the current period.

Work with Bank Tape Reconciliations

Working with Bank Tape Reconciliations

You can automatically reconcile items that have cleared your bank account if you arrange to have your bank provide a bank tape. To automatically reconcile your accounts, you use the same reconciliation processes and steps as manual reconciliation, with the following exceptions, you MUST:

- Customize a program that reads the bank tape and loads information into the JD Edwards World World system
- Run the Match Tape File to Reconciliation File program (P09510) after running the Refresh Reconciliations File program (P09130).


Working with bank tape reconciliations consists of:

- [Customizing the Reformat Program](#)
- [Matching the Bank Tape to the Reconciliation File \(P09510\)](#)
- [Verifying the Bank Tape Reconciliation](#)

See Also

- Reconciling Voided Payments (P09551)
- Creating the Reconciliations Worktable (P09130)

Customizing the Reformat Program

	From General Accounting (G09), choose Account Reconciliation From Account Reconciliation (G0921), choose Customize the Reformat Program
---	--

To automatically reconcile items that have cleared your bank account, your system administrator must customize the reformat program that is used for reconciling bank tapes. This program:

- Reads the information on the tape supplied to you by your bank
- Transfers the information to the Bank Cleared Payments worktable (F09505)

There are two sample programs that you can use as models when customizing the reformat program:

Program	Description
CLP J09501	You add the code that transfers the tape or diskette to disk.

Program	Description
RPG P09501	You enter the correct format of the tape that will be copied to the Bank Cleared Payments worktable.

These model programs:

- Omit all unused records, such as header records, from the tape
- Convert information for the payment number, payment amount, and payment cleared date to the worktable

To customize the reformat program for your company, your system administrator must typically:

- Write the payment amount to the F09505 as a negative amount.
- Write the cleared date as a six-position Julian date. The first position represents the century, the next two positions represent the year, and the last three positions represent the day of the year (up to 366).

For example, February 28, 1998, would appear as 098059, where:

0 = the 20th century

98 = the year 1998


059 = the 59th day of the year (February 28)

After this program is customized, your system administrator will run it only if the bank tape format changes.

Processing Options

See [Your Custom Reformat Program \(P09501\)](#).

Matching the Bank Tape to the Reconciliation File (P09510)

	From General Accounting (G09), choose Account Reconciliation From Account Reconciliation (G0921), choose Match Tape File to Recon File
---	---

After the reformat program is customized, you can reconcile payments and receipts that have cleared your bank. The Match Bank Tape File to Reconciliation File program (P09510) reads the Bank File of Cleared Payments file (F09505) and compares it to the Account Ledger File for Reconciliation file (F0911R) built by the Refresh Reconciliation File program (P09130). The system then automatically reconciles the payments in the F0911R and the Account Ledger file (F0911).

The system compares the information on your bank tape to the information in the reconciliations worktable. This program:

- Compares the following:
 - Cleared payments from the bank tape in the Bank Cleared Payments worktable (F09505)

- Unreconciled payments in the Account Ledger Reconciliations worktable (F0911R)
- Marks as reconciled all transactions that have matching document numbers, matching amounts, and cleared dates greater than the document date in the Account Ledger Reconciliations worktable and the Account Ledger table (F0911) with an R.
- Updates unreconciled transactions from the F0911 and the F0911R.
- Prints four reports listing all transactions
- Prints three reports listing any errors that occurred during the automatic reconciliation

Note: You must correct the errors and manually reconcile those transactions.

Before You Begin

- Customize the reformat program for your bank tape
- Create the reconciliations worktable by running Refresh Reconciliations File

Processing Options

See [Match Tape File to Reconciliation File \(P09510\)](#).

Verifying the Bank Tape Reconciliation

When you match your bank tape to the reconciliations worktable, the system produces four reports. Use these reports to verify the accuracy of your bank tape reconciliation and, if applicable, to determine the cause of any errors. If there are errors, the system does not mark the transactions as reconciled. You must manually reconcile them using the Bank Account Reconciliation program.

Bank Tape Reconciliation Reports

Report	Description
Reconciliation Report (R09510)	<p>This report prints a detail line for every transaction and, if there are errors, prints a message such as:</p> <ul style="list-style-type: none"> ▪ A payment cleared but was not issued. ▪ A payment cleared before it was issued. ▪ The payment cleared amount is not the same as the payment issued amount.

Report	Description
Cleared Not Issued Report (R09511)	<p>This report summarizes any payments that cleared the bank but do not exist in the Account Ledger table. Payments appear on this report if:</p> <ul style="list-style-type: none"> ▪ A manual payment number was entered in error. ▪ A manual payment was issued but not entered in the system. ▪ A MICR (Magnetic Ink Character Recognition) code on a payment was damaged and misrepresented on the bank tape.
Cleared Before Issued Report (R09512)	<p>This report summarizes payments that have a cleared date prior to the payment date. Payments appear on this report if:</p> <ul style="list-style-type: none"> ▪ A date was entered in error. ▪ The bank cashed a post-dated payment. ▪ The payment was released before it was supposed to be released.
Amounts Not Equal Report (R09513)	<p>This report summarizes payments that have cleared the bank, but the cleared amount is not the same as the actual payment amount. Payments appear on this report if:</p> <ul style="list-style-type: none"> ▪ An amount was entered in error. ▪ A bank error allowed the payment to be cashed for an amount different from the actual amount.

Reconcile Transactions within Accounts

Reconciling Transactions within Accounts

You might need to reconcile transactions within accounts such as clearing or impress accounts (for example, trade accounts). This type of reconciliation consists of:

- Removing debits and credits that match
- Identifying the remaining items that make up the account balance

You can reconcile these accounts using manual reconciliation. However, you can save time by running a batch program that automates most if not all of the reconciliation.

Using the batch program to reconcile transactions within accounts consists of:

- [Running the Reconciliation Program](#)
- [Reviewing the Reconciliation Reports](#)

You select the criteria that the system uses to match the records. If these transactions match and balance to zero, the system marks them as reconciled. You can specify a tolerance limit (an amount or a percentage) for the transactions that do not balance to zero in the AAI item GLRxxx. In this same AAI, you also specify an offset account for writing off the differences within the tolerance limit.

When you specify a tolerance limit, the program updates as reconciled those transactions that match within the specified amount, up to the limit, and creates a journal entry to write off the difference between the debit and credit. When you specify the tolerance limit as a percentage, the program calculates the tolerance amount on the higher of the two totals (debits or credits).

For example, if you specify a 10 percent tolerance, and the higher of the debits or credits is an amount of 10,000, the program will reconcile the matching transactions if the difference is within the 10 percent tolerance, an amount of 1000. The program will create a journal entry to write off the difference to the offset account.

You can set a processing option to post the created journal entries that the program created. The program will override any batch approval requirement and set the batch to an approved status for posting.

You must manually reconcile records that do not balance to zero and exceed the tolerance limit. If you use zero as the tolerance amount, all transactions must balance to zero and program will not create any journal entries for write-offs.


When the reconciliation is complete, the system updates the reconciled transactions in the Account Ledger Reconciliation worktable (F0911R) and Account Ledger table (F0911).

You can verify the status of transactions within accounts by running the Account Balance to Transaction integrity report. When you set the Reconciliation processing option, this program selects only the unreconciled transactions in the Account Ledger (F0911) table and prints the transactions that do not equal the amount in the Account Balances (F0902) table.

See Also

- *Working with Manual Reconciliations (P09131)*
- *Correcting Account Balances to Transactions (P09705)*

Running the Reconciliation Program

	From General Accounting (G09), choose Account Reconciliation From Account Reconciliation (G0921), choose Automatic DR/CR Account Reconciliation
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To automatically reconcile transactions within accounts, run the Automatic Debit/Credit Account Reconciliation program. You can have multiple accounts in one run. The system reconciles the transactions within each account (not across accounts). You determine how each account, or range of accounts, is reconciled by how you set the processing options and the data sequence.

When you run this program, the system generates up to three reports, depending on the results of the reconciliation. These reports are:

- Unreconciled Items
- Created Journal Entries
- Open Items

AAIs for Automatic Debit/Credit Account Reconciliation

You can set up the AAI item GLRXxx to identify the offset account and the tolerance amount or percentage. If you use these AAIs, you can set up a different offset account and tolerance limit for each reconciliation range. If you do not use GLRXxx, you can specify an offset account and tolerance limit for all accounts in the processing options.

AAI	Description
GLRXxx	<p>You can set up a GLRXxx for each range to be reconciled. The xx corresponds to the xx in the AAI item GLRCxx that is defined for the beginning of the range.</p> <p>Specify the tolerance amount or percentage in the second description of GLRXxx, as follows:</p> <ul style="list-style-type: none"> ▪ Enter only whole numbers ▪ For a percentage, include the % (percent) symbol following the number <p>Also specify the offset account to which the program will write off the differences that are within the tolerance limit.</p> <p>See <i>About AAIs for General Accounting</i> for more information about the AAI items GLRCxx and GLRXxx, and <i>Working with AAIs</i> for information about setting up AAIs.</p>

Before You Begin

- Verify that the AAI item GLRCxx identifies the ranges to be reconciled
- Run the Refresh Reconciliations program to create your Account Ledger Reconciliation worktable

Processing Options

See [Automatic DR/CR Reconciliation \(P09531\)](#).

Data Selection

Use data selection to specify the accounts that are to be reconciled.

Data Sequence

The data sequence consists of required fields plus up to eight optional fields that the system uses to match debits and credits.

Sequence	Fields
Required field sequence	<ul style="list-style-type: none"> ▪ Business Unit ▪ Object ▪ Subsidiary ▪ Currency Code (if you are using multi-currency)

Sequence	Fields
Matching criteria fields	<p>The optional matching fields can appear in any order after the Subsidiary field (the Currency Code field if you use multi-currency). You can use one or more of the following fields:</p> <ul style="list-style-type: none"> ▪ Subledger ▪ Reference 1 ▪ Reference 2 ▪ Purchase Order Number ▪ Document Type ▪ Document Number ▪ Address Number ▪ Asset ID (serial number) <p>Caution: If you use any other criteria, the report will indicate a sequence error.</p>

Reviewing the Reconciliation Reports

After you run the reconciliation program, review the reports it produces to verify your account reconciliation. If there are errors, the system does not mark records as reconciled. You can correct the errors and run the program again.

Report	Description
Unreconciled Items Report (R09531)	This report lists the records that you must reconcile manually. It provides the account number, matching fields, amounts for each record, and the amount remaining for each set of unreconciled matching records.
Created Journal Entries Report (R095312)	This report consists of records that balanced within the tolerance limit that you set up in the AAIs or in the processing option. This report provides journal entry information, such as document number, general ledger date, account number, amount, and company, including the matching criteria fields.
Open Items Report (R095313)	This report lists the matching records that do not yet have offsetting entries. The records will appear as either all debits or all credits. It provides the account number, matching fields, amounts for each record, and the amount remaining for each set of unreconciled matching records.

09531 JD Edwards World Unreconciled Items										Page No. 4
Account Number 1.1110.BEAR Bear Creek National Bank										Date - 3/09/17
Do Document Comp	G/L	Batch	Account Number	Debit	Amounts	Credit	LT Cur	Explanation	Explanation 2	
Ty Number	Date	Number					Cod			

Reference 1					Reference 2					
Document Type JA					Document Number 1552					
Subledger					P.O. Number					
Address Number 00000000					Serial Number					
JA	1552	00000	05/31/18	2007	16,592.34		AA	5/18 Balances-Co 001	5/18 Assets	
JA	1552	00000	05/31/18	2007		2,550.00-	AA	5/18 Balances-Co 001	5/18 Assets	
Reconciliation Totals					16,592.34	2,550.00-				
Difference					14,042.34					

Reference 1					Reference 2					
Document Type JA					Document Number 1553					
Subledger					P.O. Number					
Address Number 00000000					Serial Number					
JA	1553	00000	06/30/18	2023	16,758.26		AA	6/18 Balances-Co 001	6/18 Assets	
JA	1553	00000	06/30/18	2023		2,575.50-	AA	6/18 Balances-Co 001	6/18 Assets	
JA	1553	00000	06/30/18	2023		70.70-	AA	6/18 Balances-Co 001	6/18 Assets	
JA	1553	00000	06/30/18	2023		555.50-	AA	6/18 Balances-Co 001	6/18 Assets	
JA	1553	00000	06/30/18	2023		252.50-	AA	6/18 Balances-Co 001	6/18 Assets	
JA	1553	00000	06/30/18	2023		353.50-	AA	6/18 Balances-Co 001	6/18 Assets	
JA	1553	00000	06/30/18	2023		151.50-	AA	6/18 Balances-Co 001	6/18 Assets	
Reconciliation Totals					16,758.26	3,959.20-				
Difference					12,799.06					

095312 JD Edwards World Created Journal Entries										Page No. 1
Do Document Comp G/L Batch Account Number										Date - 3/09/17
Ty Number	Date	Number		Debit	Amounts	Credit	LT Cur Error	Message Text Line		
							Cod Number			

No Journal Entries Created in this Batch										

095313 JD Edwards World Open Items										Page No. 1
Account Number 1.1110.BEAR Bear Creek National Bank										Date - 3/09/17
Do Document Comp	G/L	Batch	Account Number	Debit	Amounts	Credit	LT Cur	Explanation	Explanation 2	
Ty Number	Date	Number					Cod			

Reference 1					Reference 2					
Document Type JE					Document Number 1551					
Subledger					P.O. Number					
Address Number 00000000					Serial Number					
JE	1551	00000	04/30/17	1990	16,267.00		AA	4/17 Balances-Co 001	4/17 Assets	
Open Totals					16,267.00					
Reference 1					Reference 2					
Document Type PK					Document Number 1016					
Subledger					P.O. Number					
Address Number 00000000					Serial Number					
PK	1016	00000	05/15/17	1916		550.00-	AA	Airline Travels Inc		
Open Totals						550.00-				
Reference 1					Reference 2					
Document Type PK					Document Number 1017					
Subledger					P.O. Number					
Address Number 00000000					Serial Number					
PK	1017	00000	05/15/17	1916		250.00-	AA	JD Edwards World		
Open Totals						250.00-				
Reference 1					Reference 2					
Document Type PK					Document Number 1018					
Subledger					P.O. Number					
Address Number 00000000					Serial Number					
PK	1018	00000	05/15/17	1916		350.00-	AA	Office Warehouse		
Open Totals						350.00-				
Reference 1 00000123					Reference 2 00003001					
Document Type RK					Document Number 123					
Subledger					P.O. Number					
Address Number 3001					Serial Number					
RK	123	00000	06/01/17	1910	2,540.00		AA	Centrum Incorporated		
Open Totals					2,540.00					

5 Allocations

Overview to Allocations

Objectives

- To understand, at an overview level, all of the allocation methods provided by JD Edwards World
- To understand, at a detail level, the indexed allocation method
- To determine the appropriate allocation method to use
- To create a calculation for an indexed allocation
- To calculate and print an indexed allocation
- To review and post journal entries created by an allocation

About Allocations

You define allocations for many purposes, for example, distributing expenses or creating annual or periodic budgets. Use allocations to redistribute amounts in one or more business units to accounts in other business units.

Working with allocations consists of:

- Working with indexed allocations
- Reviewing and posting allocations

Why Use Allocations?

A common use of allocations is to distribute expenses that are categorized as overhead to individual departments. A simple example of this is the expense for a photocopier that is distributed to multiple departments.

What Are the Types of Allocations?

JD Edwards World provides three types of allocations:

- Indexed allocations
- Cost allocations
- Variable numerator allocations

Although some features are common to all three types of allocation, other features are unique to a particular method. To set up and calculate cost allocations and variable numerator allocations, follow the steps in *Working with Cost Allocations* and *Working with Variable Numerator Allocations* in the *General Accounting II Guide*.

Are There Other Ways to Set Up Allocations?

You can set up model journal entries and FASTR reports to work as allocations. Use model journal entries or recurring vouchers or invoices if the amounts never change. Use a FASTR report rather than allocations if you have a complex set of calculations to determine the allocation. To set up model journal entries and FASTR reports to work as allocations, follow the steps in *Working with Model Journal Entries* in the *General Accounting I Guide* and the *FASTR Guide*.

How Can You Use Indexed Allocations?

This type of allocation is the most flexible and most commonly used because of its copy feature. For example, you can copy this year's actual amounts to next year's budget. With this method, you can also:

- Allocate from one company to another.
- Multiply by a positive or negative factor before allocating.
- Set up either annual or monthly budgets.
- Convert currencies. For example, you can restate U.S. dollars to Canadian dollars for consolidated reporting with other Canadian companies. You can also enter any gain or loss on the conversion to a contra/clearing account. Although the indexed allocations feature has this capability, JD Edwards World recommends that you use financial restatement instead of allocations to convert currencies.
- Create allocations transaction-by-transaction in the Account Ledger table (F0911) or update account balances in the Account Balances table (F0902).

For example, to set up an allocation using the indexed method for the photocopier, you could distribute the expense based on a fixed percentage of use for each department.

How Can You Use Cost Allocations?

With cost allocations, you can:

- Allocate an amount from only one business unit to one or more business units.
- Allocate an amount to more than one contra/clearing account. This feature is unique to this method.
- Multiply by a positive or negative rate before allocating.
- Create recurring journal entries.
- Set up periodic budgets.

For example, to set up a recurring journal entry for the photocopier, you could choose to distribute the expense based on:

- The number of copies made by each department
- A fixed percentage for each department
- A fixed currency amount for each department

How Can You Use Variable Numerator Allocations?

This type of allocation is the least flexible, but the most dynamic. With variable numerator allocations, you can:

- Allocate amounts from one business unit to other business units with a common category code value. This feature is unique to this method.
- Base an allocation on a variable, such as head count, square footage, or percentage of use. The allocation percentages change automatically as the variable changes. This feature is unique to this method.
- Set up budget amounts.

For example, to set up an allocation using the variable numerator method for the photocopier, you could distribute the expense based on the number of copies each department made during the period.

What Are the Similarities Among the Different Types?

All allocations can create journal entries when the system computes the allocation. JD Edwards World recommends that you use document type JA for allocations. All allocations also:

- Require that you complete the same steps for setup and calculation
- Use the same three dates (G/L date, special period/year, and stop date)

With all allocations, you can:

- Create multi-tiered allocations
- Specify recurring frequencies
- Specify the rate factor
- Allocate account balances
- Create reversing journal entries

Setup and Calculation Steps

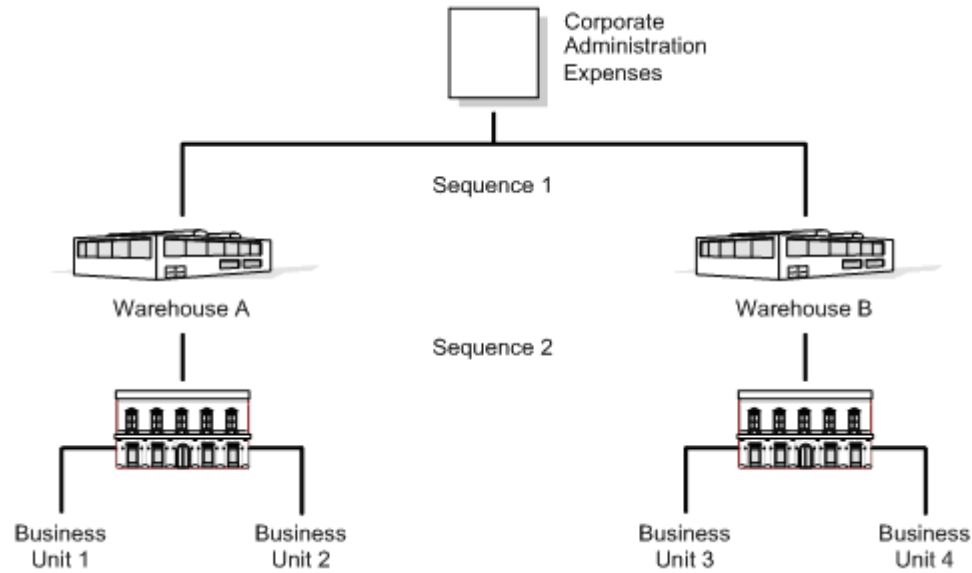
All allocations require that you complete the same five steps.

1. Enter Allocations Calculations
2. Review Allocations (Optional)
3. Calculate Allocations
4. Review Allocations Journal
5. Post Allocations Amount

Multi-Tiered Allocations

All allocations can create multiple tiers of allocations (also known as compound or cascading allocations) if you define the calculation sequence. Subsequent calculations use the allocation amounts from previous tiers. You can have up to nine tiers.

The following graphic illustrates multi-tiered allocations.



This type of sequence is necessary:

- When all of the corporate costs are passed through the warehouses to the business units
- When warehouse costs (not just corporate costs) are allocated to the business units

The system can perform calculations sequentially only if all calculations in the sequence use the same type of allocation. If you want to use different types for sequential calculations, you must compute each calculation separately and in the correct sequence.

Recurring Frequencies

You can specify any of the following frequency intervals for all allocations:

- Weekly
- Monthly
- Quarterly
- Semi-annually
- Annually

Rate Factor

You can specify an index or rate factor for all allocations. The system multiplies by this factor before allocating amounts. For example, if inflation for the year is 5%, you can specify a factor of 1.05. When setting up next year's budget, you can multiply this year's actual amount of 100,000 by 1.05 to create a budget amount of 105,000.

Account Balances

You can allocate a period-to-date balance, a year-to-date balance, or a balance for a specific period and year for all allocations.

Reversing Journal Entries

You can create reversing journal entries for accrual accounting or year-to-date performance calculations for all allocations.

Dates

All allocation methods are affected by the following dates:

Date	Description
G/L date	The date that determines the accounting period to which the journal entry posts. This date defines the currency exchange rate against which to edit. When you execute the Compute Indexed Allocations program, the system rolls the G/L date forward.
Special period/year	The date used to determine the <i>source</i> balances for the allocation. The system extracts amounts from the Account Balances table (F0902) based on this date if the based-on period or year is different from the current period or year.
Stop date	The date that the allocation becomes ineligible for processing by the Compute Allocations program.

Work with Indexed Allocations

Working with Indexed Allocations

Indexed allocations allow you to redistribute amounts from one business unit or range of business units to another business unit or range of business units. For example, you can distribute expenses categorized as overhead among business units or companies in your organization.

Working with indexed allocations consists of:

- [Setting Up Indexed Allocation Calculations \(P09121\)](#)
- [Reviewing Indexed Allocations](#)
- [Calculating Indexed Allocation Amounts \(P093021\)](#)

The system maintains indexed calculations in the Indexed Allocations table (F0912A).

Setting Up Indexed Allocation Calculations (P09121)



From General Accounting (G09), choose **Allocations**
From Allocations (G0923), choose **Specify Indexed Computations**

You can apply an index (rate) to the balance of an account or a range of accounts. The system will distribute the resulting balance to another account, range of accounts, period, or ledger.

Setting up indexed allocations consists of:

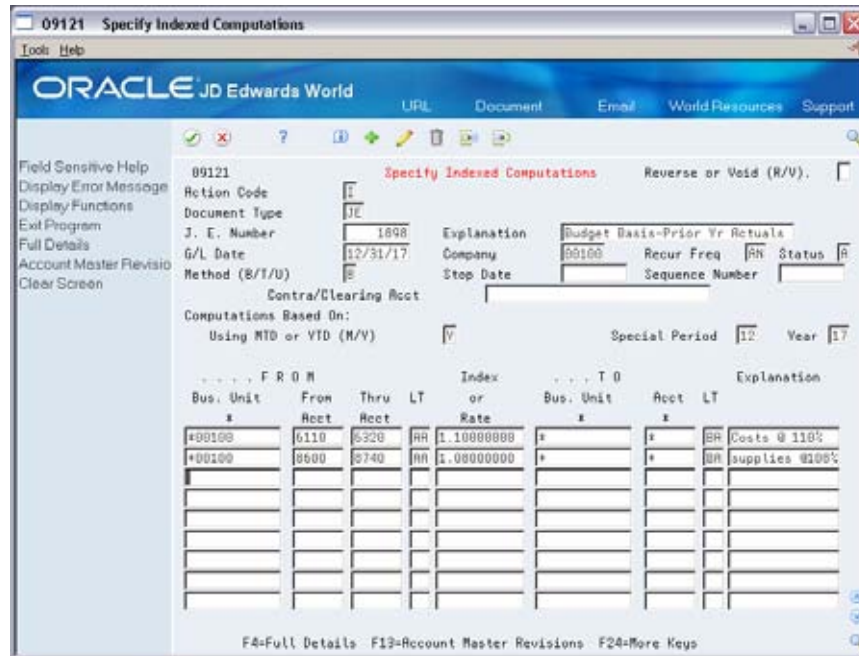
- Setting up the allocation identifiers
- Setting up the indexed allocation basis
- Setting up the G/L distribution

Example: Indexed Allocations

In this example, the system takes the end-of-year balances in the AA (actual amounts) ledger in accounts 6110 through 6320 and multiplies each by 1.1 (a 110% increase). The results are placed in the same account numbers in the BA (budget amounts) ledger for the following year. For example:

Factor	Amount
YTD account balance	50,000

Factor	Amount
Index or rate	1.1
Budget to be distributed for next year	55,000



What You Should Know About

Budgeting

To create a budget using indexed allocations, use the balance (B) method and complete the budget fields in the detail area of Specify Indexed Computations.

Reversing an allocation

Often, companies reverse allocations when they want estimated distributions to be reversed in the first day of the following period. When you reverse an allocation, the system reverses the journal entry that was created when you ran the Compute Indexed Allocations program in final mode.

After you reverse the allocation, post the journal entry to the general ledger.

To set up the allocation identifiers

On Specify Indexed Computations

1. Complete the following fields:

- Document Type
- Explanation

- G/L Date
- Company
- Recurring Frequency
- Method of Allocation

Note: The top of the screen for entry of the specifications in Specify Indexed Computations (P09121) is similar in form and function to the top portion of the Journal Entry screen (P09101). The document type, journal entry number, and explanation fields are entered and edited in the same manner as those in the Journal Entry program (P09101).

2. If you are allocating to the AA ledger type, complete the following field:
 - Contra/Clearing Account
3. Complete the following optional fields:
 - Status
 - Stop Date
 - Sequence Number

After you complete these steps, follow the steps to set up the indexed allocation basis.

Field	Explanation
Document Type	<p>A user defined code (system 00/type DT) that identifies the origin and purpose of the transaction.</p> <p>JD Edwards World reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets.</p> <p>The reserved document type prefixes for codes are:</p> <p>P Accounts payable documents</p> <p>R Accounts receivable documents</p> <p>T Payroll documents</p> <p>I Inventory documents</p> <p>O Order processing documents</p> <p>J General ledger/joint interest billing documents</p> <p>The system creates offsetting entries as appropriate for these document types when you post batches.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The reserved document type prefix for journal entries created during the Allocations program is JA.</p>
Explanation	<p>A description, remark, explanation, name, or address.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>This text describes the allocation and is required. The text appears in the first two description lines for each journal entry that the computation creates.</p>

Field	Explanation
G/L Date	<p>A date that identifies the financial period to which the transaction is to post. The company constants table for general accounting specifies the date range for each financial period. You can have up to 14 periods. Generally, period 14 is for audit adjustments.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The system increments this date to the next period's ending date based on the value you specify in the Recurring Frequency field. The Compute and Print program edits this field.</p>
Company	<p>A code that identifies a specific organization, fund, entity, and so on. This code must already exist in the Company Constants table (F0010). It must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions.</p> <p>The Company field determines which fiscal date pattern to use in retrieving the period number associated with the G/L date entered.</p> <p>Note: You can use company 00000 for default values, such as dates and automatic accounting instructions (AAIs). You cannot use it for transaction entries.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The system uses the current period, fiscal year, and general ledger date from this company for calculations and for determining errors per the G/L Date field. This number does not affect the journal entries created.</p>
Recur Freq	<p>Recurring Frequency indicates how often you should run the allocation. The system uses this field to determine how to increment the G/L Date field for recurring allocations. Valid codes include:</p> <p>WK Weekly</p> <p>MO Monthly</p> <p>QT Quarterly</p> <p>SA Semiannually</p> <p>AN Annually</p> <p>Blank Not recurring (only valid for annual budget allocations)</p> <p>Note: For annual budgets, only blank or AN are valid.</p>

Field	Explanation
Status Code	<p>The Status field allows you to enter a Hold (H) code in order for the system to bypass a specification when running the Compute Indexed Allocations program (P093021). Valid codes include:</p> <p>A Approved. The system only creates journal entries and updates accounts for approved transactions.</p> <p>H On hold.</p> <p>Blank All allocations. Generally valid only for online inquiries.</p>
Method (B/T/U)	<p>Indicates how you want to create allocation journal entries or updates.</p> <p>Valid codes include:</p> <p>B Balance Method: The system totals Journal entries created for the To accounts by account based on the balance of an account or the balance of a range of accounts. Create journal entries. If there are multiple entries to the same account, the journal entry reflects the total of those entries. This method creates a balance forward audit trail. Balances are maintained in the Account Balances table (F0902). See note below for annual budgets.</p> <p>T Transaction Method: The system creates journal entries on a one-for-one basis for each posted transaction in the Account Ledger table (F0911) for the account range specified. Caution: Using Method T could result in the automatic generation of a very large number of transactions and, therefore, have a significant impact on the computer storage space available.</p> <p>U Update Method: You can update the F0902 Account Balance file directly for a specific ledger type (such as BA) without creating any journal entry (F0911) transactions. Method U is best used when converting from one currency to another for reporting purposes. It cannot be used for ledger type AA. Note: For annual budgets, you must use B (Balance Method). Journal entries will not be created.</p>
Special Period and Year	<p>To base the allocation on account balances for a different fiscal year or period (from that which is defined as the current year or period for the company defined in the header); enter the appropriate information into these fields.</p>

Field	Explanation
Stop Date	<p>A date that indicates when the allocation becomes inactive.</p> <p>When the G/L date is less than this date, the allocation is active. When the G/L date is greater than or equal to this date, the allocation is inactive.</p>
Sequence Number	<p>A number that controls the sequence for multi-tiered allocations. Leave this field blank for stand-alone allocations. Use a number if you have several related specifications and the result of one specification is to be included in subsequent specifications in the same batch.</p> <p>For example, if the telephone company sends monthly bills to your corporation for all long distance calls, you could set up tiers to allocate the bill to the departments in your regional offices:</p> <ol style="list-style-type: none"> <li data-bbox="719 716 1328 804">1 Tier 1 - Regional offices. This tier could identify the rates or percentages to allocate the bill among regions A, B, and C. <li data-bbox="719 821 1328 905">2 Tier 2 - Departments in Region A. This tier could identify rates or percentages to allocate the bill for region A among departments X, Y, and Z.
Contra/Clearing Acct	<p>The Contra/Clearing Account field allows you to specify the account to which you will post an offset amount for entries that require an offset. All non-budget entries require an offsetting entry. If a Contra/Clearing Account is specified, all ledger types within the specification must be the same.</p> <p>You can use one of the following formats for account numbers:</p> <ol style="list-style-type: none"> <li data-bbox="719 1199 1214 1255">1 Standard account number (business unit.object.subsidiary or flexible format) <li data-bbox="719 1272 1243 1299">2 Third G/L number (maximum of 25 digits) <li data-bbox="719 1316 1130 1344">3 8-digit short account ID number <li data-bbox="719 1360 911 1388">4 Speed code <p>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program (P000909).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Identifies the account for a balancing or offsetting journal entry. You can leave this field blank for non-balancing ledger types, such as budgets, and use the annual budget fields in the detail area. This field is required for all other ledger types.</p> <p>The Contra/Clearing Account is edited for validity against the Account Master file (F0901). When allocating to a budget ledger type such as BA, BU, JA or JU, the entry is not required to balance. If the Contra/Clearing Account is left blank, there will be no offsetting entry created, and the entry will not balance.</p>

Defining the allocation

After you enter the information that identifies the allocation, you can define the specifics of the allocation.

Defining the From

Define the allocation in the FROM section of the detail area.

- **Business Unit**
 - If the amount to allocate resides within a single business unit, enter that business unit.
 - If the amount to allocate resides in more than one business unit, and every occurrence of an account within a company, enter an asterisk (*) in conjunction with the Company Number, instead of a business unit. For example, *00001 indicates all business units within company 00001.
- **Accounts:**
 - If the amount to allocate is in a single account, enter the specific elements of that account (Object, Subsidiary, Subledger, Subledger Type, and Ledger Type) in the "From" section of the screen. Press F4 to access the fields for Subsidiary and Subledger.
 - If the amount to allocate is in a range of accounts, enter the inclusive range of accounts. If you are using subsidiary accounts, to include the full range of accounts, leave the subsidiary of the beginning range set to blank and enter an ending range of 99999999.
- **Specification**
 - To base your specification to upon a Budget Field, to designate the amount being derived enter the appropriate value in the From Budget Code in the detail area. Access the detail area by pressing F4. The values entered into the Budget Code fields relate to the Requested, Approved, Original, or Job Cost Budget Field.

Note: The program includes transactions posted to all subledgers when an * is entered in the subledger field and the subledger type field is left blank. The program will include only the transactions posted to blank subledgers if the subledger and subledger type fields are left blank.

Defining the To

Enter the accounts to which you are allocating amounts are under the TO section of the detail area.

- **Accounts**
 - Enter an asterisk (*) in any of the account fields of the TO section (business unit, object, subsidiary, subledger) to use the account specified under the FROM section.

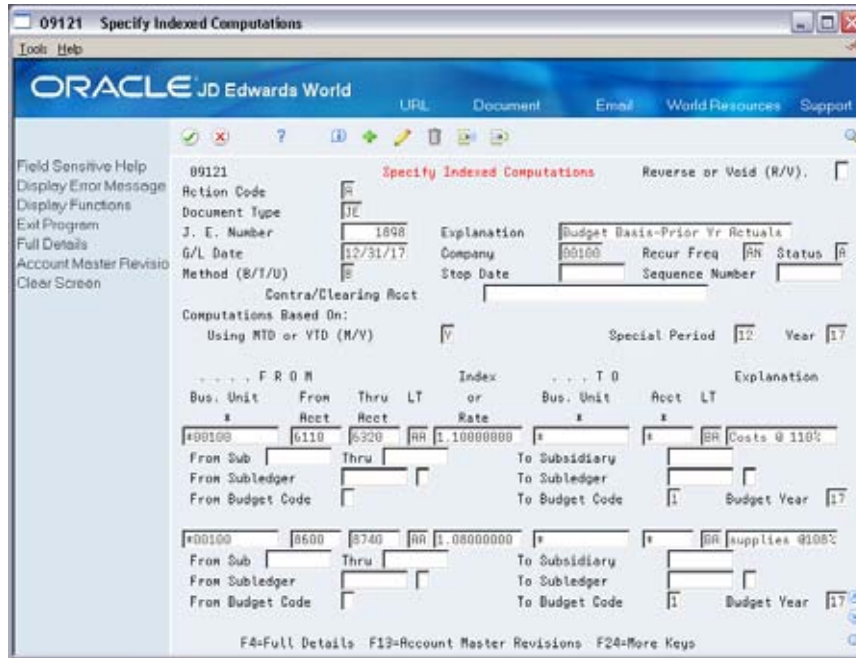
Caution: Ensure that the business unit/object/subsidiary combinations exist in the Account Master (F0901) file, or you will receive an error when the allocation is processed.

- Amounts:
 - The values correspond to the Requested, Approved, Original, or Job Cost Budget fields.
 - If you set your specifications to be based upon a Budget Field, you should enter the appropriate value in the TO Budget Code, in the detail area, to designate that the amount is to be posted.
- Budget Fiscal Year
 - Designates the fiscal year to which the system posts the budget amount. If you leave this field blank, the system posts to the current year.

To set up the indexed allocation basis

After you enter the information that identifies the allocation, enter the detail lines that set up the allocation On Specify Indexed Computations

1. Complete the following fields:
 - Using MTD or YTD (M/Y)
 - From Bus. Unit
 - From Acct
 - Thru Acct
 - LT (Ledger Type)
 - Index or Rate
2. If the basis amount is not based on the current period, complete the following fields:
 - Special Period
 - Year
3. To specify subsidiary, subledger, and budget code and year information, access the detail area.



4. Complete the following optional fields:

- From Subsidiary
- From Subledger
- Subledger Type
- From Budget Code

After you complete these steps, follow the steps to set up the G/L distribution.

Field	Explanation
MTD or YTD Amounts Used	A code that controls whether the allocation is based on month-to-date or year-to-date amounts. Valid codes are: M Month-to-date. The basis is period activity for the month (net monthly postings). These do not include prior month corrections in the allocation base. Y Year-to-date. The basis is the period-end balance. For profit and loss accounts, this is the sum of all net postings for the year. For balance sheet accounts, this is the cumulative balance (inception-to-date). These include prior month corrections in the allocation base. If you have recurring annual allocations, set them up as automatically reversing entries (R in the Reverse/Void field).
Special Period	A number that identifies the G/L period to use for based-on amounts. The system uses this field to determine the total amount to allocate for month-to-date allocations. If you allocate month-to-date amounts and leave this field blank, the default is the current period for the company you specified.

Field	Explanation
Year	<p>A number that identifies the fiscal year from which the based-on amounts are extracted. If you leave this field blank, the default is the current fiscal year for the company you specified.</p>
From Business Unit	<p>A code that identifies the first business unit in a range of business unit numbers. The system includes only amounts that are posted to accounts in the range.</p>
	<p><i>Form-specific information</i></p>
	<p>Either enter a specific business unit on each line, or enter *xxxxx (asterisk and a company number) to specify all business units in company xxxxx. When you use *xxxxx, the system uses all business units for that company, bypassing any business unit security that is set up. For example, if you specify an allocation for *00001, the allocation will be for all business units in company 00001. Even if your access is normally restricted to business unit 3, the allocation will bypass business unit security.</p>
	<p>Note: You cannot enter *00000 to specify all business units in all companies.</p>
Object Account From	<p>Identifies the beginning object account in a range of accounts. Only amounts posted to accounts in this range are allocated.</p>
	<p><i>Form-specific information</i></p>
	<p>To indicate a single account, enter only the from object account, or enter the same account in both the From and Thru fields.</p>
	<p>You can identify a subsidiary account range in the detail area.</p>
From Ledger Type	<p>A user defined code (09/LT) that identifies a ledger type.</p>
	<p><i>Form-specific information</i></p>
	<p>If you leave this field blank, the default is AA (Actual Amount).</p>

Field	Explanation
Index or Rate	<p>A number that identifies the index or rate for calculations. The system multiplies the “from” amounts by this factor to calculate the amounts to be distributed. Enter this figure as a decimal. For example, 10% should be entered as .10.</p> <p>Entering values:</p> <ul style="list-style-type: none"> ▪ A zero value is valid for use in setting budget fields to zero, as are negative values. <p style="margin-left: 40px;">Note: For annual budgets, you can specify zero to remove all balances and start over.</p> ▪ If you do not enter a value, the system uses a default value of 1.0. ▪ You can specify either positive or negative numbers ▪ You can specify your figure as a number that is up to eight decimal digits. If you specify more than eight decimal positions, the system rounds to eight positions. <p style="margin-left: 40px;">Note: If you specify a large whole number and a large number of decimal positions, the system might not be able to display the entire number. Even though all decimal positions cannot be displayed, they are stored (up to eight) correctly in the table.</p>
From Subsidiary	<p>Identifies the beginning subsidiary account in a range of accounts. The system uses these accounts to determine the basis for the allocation. Only posted amounts in the account range are included. For example, from 00000000 to 99999999.</p>
From Subledger	<p>Identifies the beginning subledger account in a range of accounts. A subledger provides detailed auxiliary accounting for a general ledger account. When amounts are distributed, only amounts posted to this subledger are included.</p> <p>Generally, you can type @ (at sign) in this field to specify all subledgers. If you leave this field blank, the system includes only posted transactions for a blank subledger.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>You can type @ (at sign) or * (asterisk) to specify all subledgers.</p>

Field	Explanation
From Budget Code	<p>A number that indicates the allocation base (“from” account) for budget ledgers. Numbers include:</p> <p>1 Requested budget amount.</p> <p>2 Approved budget amount.</p> <p>3 Final budget amount.</p> <p>4 Job cost budget amount. This is the sum of the prior year and current year net postings. Valid only with a Budget Code To Location of 3 (Final budget).</p> <p>Blank Not applicable for budget ledgers.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Use this field only for annual budgets. Codes 1, 2, and 3 are valid only when you specify B (Balance) in the Method field and AN (Annual) in the Recurring Frequency field.</p>

To set up the G/L distribution

After you set up the indexed allocation basis, enter the detail lines that distribute the allocation to the G/L accounts.

On Specify Indexed Computations

1. Complete the following fields:
 - To Business Unit
 - To Account
 - To Ledger Type
2. Complete the following optional field:
 - Explanation
3. To specify subsidiary, subledger, and budget information for the posting program, access the detail area.
4. Complete the following optional fields:
 - To Subsidiary
 - To Subledger
 - Subledger Type
 - To Budget Code
 - Budget Year
5. To add the record, press Enter.

Field	Explanation
Business Unit	<p>An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant.</p> <p>You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department.</p> <p>Security for this field can prevent you from locating business units for which you have no authority.</p> <p>Note: The system uses this value for Journal Entries if you do not enter a value in the AAI table.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Either enter a specific business unit or enter * (asterisk) to post to the business unit indicated in the From field.</p>
Object Account	<p>The object account portion of a general ledger account. The term “object account” refers to the breakdown of the Cost Code (for example, labor, materials, and equipment) into subcategories (for example, dividing labor into regular time, premium time, and burden). If you are using a flexible chart of accounts and the object is set to 6 digits, JD Edwards World recommends that you use all 6 digits. For example, entering 000456 is not the same as entering 456, because the system enters three blank spaces to fill a 6-digit object.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Either enter a specific account or enter * (asterisk) to post to the same account indicated in the From field. You can identify a subsidiary account in the detail area.</p>
Ledger Type	<p>A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you leave this field blank for annual budgets, the default is BA (Budget Amount). If you leave this field blank for other ledger types, the default is AA (Actual Amount).</p>
Explanation	<p>A description, remark, explanation, name, or address.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>This text describes the allocation and is required. The text appears in the first two description lines for each journal entry that the computation creates.</p>

What You Should Know About

Subledgers


For allocations, you can use * (asterisk) in the To Subledger field. You can use * to carry the subledger and subledger type in the From account to the To account.

Common Allocation Errors

Error	Explanation/Resolution
ZERO AMT – NO RCD WRTN	<p>The program is not finding a balance in the range of accounts you selected to allocate.</p> <ul style="list-style-type: none"> ▪ Spot-check several accounts in the range. If none have balances, the error returned is correct. ▪ On one of the accounts in the range of your allocation for balance: <ul style="list-style-type: none"> Go to Account Ledger Inquiry (P09200) and inquire on the account for the date specified in your allocation. Review the Specified Date field, this is the special period and year on the allocation, if those fields are blank, the default to look at is the current period or current year. Go to the Specify Computations screen. Using MTD or YTD" field determines whether the system uses period or year to date amounts. A value of 'M' uses period, a value of 'Y' uses year to date. ▪ If the accounts have subsidiaries, verify that you have set the From Sub field to blank, and the To Sub field to 99999999 on the Specify Computations screen (P09121, P0912, or P09122). ▪ If the accounts have sub ledgers, be sure that both the From Subledger and To Subledger fields on the Specify Computations screen are populated with an *. <p>Note: To determine if your account has subledgers:</p> <ul style="list-style-type: none"> ▪ Go to Account Ledger Inquiry and inquire on the account with a blank in the Subledger field. ▪ Inquire with an * in the Subledger field. <ul style="list-style-type: none"> If the numbers change when you populate the subledger field with an *, your accounts do have subledgers and you must use * in both the From Subledger and To Subledger fields on the allocation.
3091 – Business Unit Invalid when *Company Numbers was used in the cost allocations program	<p>*Company Number, which is used in the Indexed Allocations program to pull in all business units for a particular company, is not available for the Cost Allocations program.</p>

Error	Explanation/Resolution
Nothing happens, but no error message	Ensure your allocation is set up as follows: <ul style="list-style-type: none"> ▪ The G/L date on your allocation entry screen is earlier than the Stop Date on the allocation or <ul style="list-style-type: none"> ▪ The date in the first processing option of the compute program (P093021, P09302, or P093022) is not less than the G/L date on the allocation.
Allocations not working for specific document types	Certain document types may have subledgers. If you are allocating accounts with subledgers: Ensure that you have populated both the From Subledger field and the To Subledger field on the Specify Computations screen with an *
Unable to create multi-tiered allocation	To create multi-tiered allocations, you must have the following in the Compute program (Indexed Allocations P093021, Cost Allocations P09302, or Variable Numerator Allocations P093022): <ul style="list-style-type: none"> ▪ Processing Option. Be sure that Processing Option #3 (Multi-tiered Processing) has a value of 'R' . ▪ Data Selection. Be sure your data selection has Document (GLDOC) EQ *VALUE, where the values include all document numbers for the multi-tiered documents that are dependent on each other.

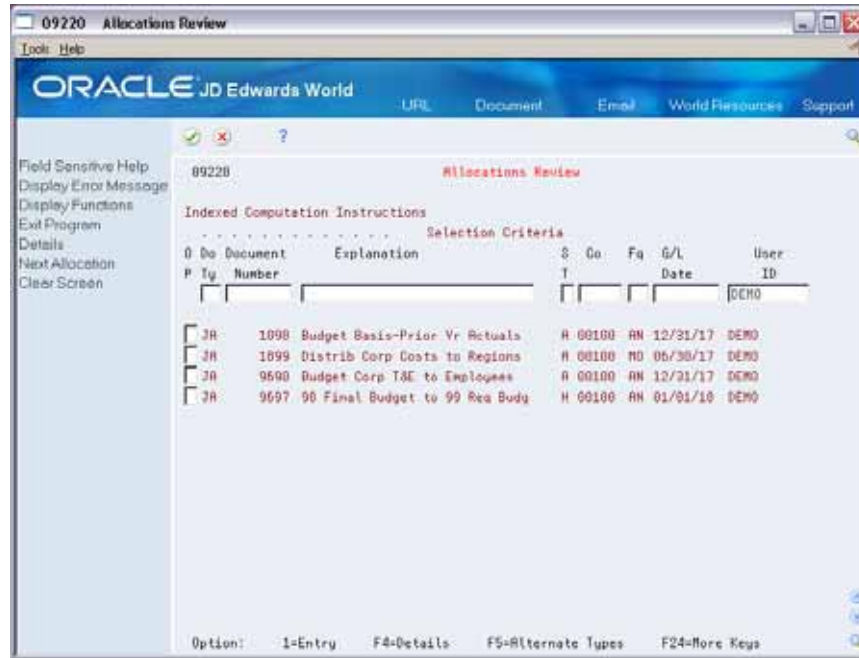
Reviewing Indexed Allocations

	From General Accounting (G09), choose Allocations From Allocations (G0923), choose Allocations Review
---	--

You should review your setup of the allocations before the system calculates them.

To review indexed allocations

On Allocations Review



1. Do one of the following:

- Display all indexed allocations by clearing the following field:
 - User ID
- To display specific allocations, complete any of the following fields:
 - Do Ty (Document Type)
 - Document Number
 - Explanation
 - ST (Status)
 - Co (Company)
 - Fq (Frequency)
 - G/L Date
 - User ID

2. Choose Entry to view the original calculation on Index Computation Entry.

Field	Explanation
Document Number	A number that identifies the original document, such as a voucher, an invoice, unapplied cash, or a journal entry. On entry forms, you can assign the original document number or let the system assign it through Next Numbers.

Field	Explanation
Explanation	A description, remark, name, or address that you are searching for. You can either type the entire text or type the first few characters of the text followed by * (asterisk). For example, 2017 Budget* would display all allocations that begin with the text "2017 Budget".

See Also

- *Setting Up Indexed Allocation Calculations (P09121)* for information about Index Computation Entry, which is the same as Specify Indexed Computations

Processing Options

See [Allocations Review \(P09220\)](#).

Calculating Indexed Allocation Amounts (P093021)



From General Accounting (G09), choose **Allocations**
From Allocations (G0923), choose **Compute Indexed Allocations**

After you review the indexed allocations and determine they are correct, the system can calculate them. The Compute Indexed Allocations program is a DREAM Writer that processes allocations and prints the Allocations Journal report. This program:

- Reads balances or transactions (depending on method) from one or more accounts
- Multiplies each balance or transaction by the specified rate index
- Creates journal entries to distribute the results to another account or range of account (balance and transaction methods, not update method)
- Calculates an offset to balance the resulting journal entries, if needed, and distributes it to a contra/clearing account

Run this program in proof mode to review the report and determine whether to change any information. Run the program in final mode to:

- Print the report. The Indexed Computations Journal lists detailed allocation information and errors, for example, invalid accounts and PBCO (posted before cutoff).
- Create journal entries in the Account Ledger table (F0911), except for update method.
- Update the allocation for subsequent processing.
- Update balances in the Account Balances table (F0902) for ledger types other than AA.

Note: When an account is being allocated from the "AA" ledger that has corresponding "AU" records, processing option 6 allows the system to automatically updates the "AU" records allocated in proportion to the "AA" ledger allocations.

After you run this program in final mode, review and post the journal entries.

JD Edwards World recommends that you create different versions of this program for different recurring frequencies, specific companies, and specific document types. This lets you include specific groups of allocations.

Before You Begin

- Set next year's fiscal date pattern so that the program increments the dates correctly.
- Before you run Compute Indexed Allocations with multi-tiered calculations, make sure that the sequence numbers on Specify Indexed Computations are correct.

093021		JD Edwards World										Page -	3
Batch Number		Indexed Computations Journal										Date -	4/19/17
Batch Date													
Document/Type		1898 JA											
Budget Basis-Prior Yr Actu		Year To Date		Thru	Period/Year: 12*17	Method: Balances		Company: 00100		Freq: AN	Seq:		
Business Unit	Obj	Sub	LT	Document	Do Ty	G/L or FY	Date	Explanation	B F	Basis Amount	Rate Factor	B T	Requested Budget
10	6310		AA				12/31/17	Physical Inventory & Adj		13,134.00-			
10	6310		BA	1898 JA			18	Budget Basis-Prior Yr Actu Costs @ 110%		13,134.00-	1.10000000	1	14,447.40-
20	6310		AA				12/31/17	Physical Inventory & Adjus		3,134,604.89-			
20	6310		BA	1898 JA			18	Budget Basis-Prior Yr Actu Costs @ 110%		3,134,604.89-	1.10000000	1	3,448,065.38-
30	6310		AA				12/31/17	Physical Inventory & Adj		68,234.58-			
30	6310		BA	1898 JA			18	Budget Basis-Prior Yr Actu Costs @ 110%		68,234.58-	1.10000000	1	75,058.04-
190	6110		AA				12/31/17	Tools Expense		5,337.79			
190	6110		BA	1898 JA			18	Budget Basis-Prior Yr Actu Costs @ 110%		5,337.79	1.10000000	1	5,871.57

What You Should Know About

Revising or deleting a journal entry

To revise or void a posted or unposted journal entry created by the Compute Indexed Allocations program, use the Journal Entry form.

See Working with Basic Journal Entries and Revising and Voiding Posted Journal Entries.

Recurring journal entries

When you run this program in final mode to create recurring journal entries, the system increments the G/L date according to the recurring frequency in the allocation. This ensures that the allocation is ready for future processing.

Standard abbreviated column headings	The report contains the following abbreviated column headings: <ul style="list-style-type: none">▪ LT - Ledger Type▪ Do Ty - Document Type
Optional abbreviated column headings	The report can contain the following abbreviated column headings: <ul style="list-style-type: none">▪ BF - Budget From▪ BT - Budget To
Invalid accounts	The report lists invalid accounts with *** (asterisks).

See Also

- *Reviewing and Posting Allocations (P09800)*

Processing Options

See [Compute Indexed Allocations \(P093021\)](#)

Data Selection for Compute Indexed Allocations

For multi-tiered allocations, include all document numbers for the tiered calculation.

Data Sequence for Compute Indexed Allocations

Do not change the data sequence provided in the Demo version of this program.

Review and Post Allocations

Reviewing and Posting Allocations

You should review the journal entries created by the Compute Allocations programs for accuracy, and correct any errors. After correcting the errors, you must post the journal entries.


This section contains the following:

- [Reviewing Allocations](#)
- [Posting Allocations](#)

See Also


- *Reviewing Journal Entries (P00201)*
- *Posting Journal Entries (P09800)*

Reviewing Allocations

	From General Accounting (G09), choose Allocations From Allocations (G0923), choose Allocations Journal Review
---	--

You should review and correct journal entries in the batches before you post them. To do this, use **Allocations Journal Review**. All JD Edwards World journal review programs work the same way. **Allocations Journal Review** displays only batches with batch type D (allocations). If you make changes to a batch, the system updates the **Batch Control (F0011)** and **Account Ledger (F0911)** tables.

Posting Allocations

	From General Accounting (G09), choose Allocations From Allocations (G0923), choose Post Allocations
---	--

After you review and correct journal entries created by the computation programs, you must post the batches. Use the **Post Allocations** program to do this. All JD Edwards World post programs work the same way. This program updates the appropriate tables and creates the necessary journal entries.

Note that processing options 4 through 16 do not apply to allocation journal entries.

6 Budgeting

Overview to Budgeting

Objectives

- To create and assign budget pattern codes
- To create an annual budget
- To spread the annual amount to periods
- To review a budget
- To create a detailed budget
- To create a journalized budget
- To upload a budget from a PC

About Budgeting

Budgeting provides a projection of future expenses and revenues. Using budget history, you can compare actual amounts to your projections and use the information to improve your budgeting process.

Budgeting consists of:

- Working with budget patterns
- Working with annual budgets
- Reviewing budget comparisons online
- Entering detailed budget amounts
- Managing budget overages
- Working with journalized budgets
- Uploading budgets from a PC to the AS/400

What Methods of Budgeting Can You Use?

You can create a budget using one of the following methods:

Method	Description
Annual budgets by business unit or account	You enter annual budget amounts. Using the spread program, the system allocates budget amounts to periods based on budget pattern codes that you assign. This method directly updates the Account Balances table (F0902).

Method	Description
Detailed budgets by account	You enter budget amounts for each account for each period. This method directly updates the Account Balances table.
Journalized budgets	You enter journal entries to a budget ledger. This method updates the Account Ledger table (F0911). You must review and post to update the Account Balances table.
PC budget upload	You enter amounts on a PC spreadsheet and upload the information to the AS/400. This method directly updates the Account Balances table.

You can also create budgets using the Allocations function in the General Accounting system or using FASTR.

See Also

- *Working with Indexed Allocations (P09121)*
- *Working with Cost Allocations and Working with Variable Numerator Allocations in the General Accounting II Guide*
- *Closing a Fiscal Year (P098201)* for information about the effect of the annual close on budgets
- *FASTR Guide*

What Can You Do with Annual Budgets?

You can enter annual budget amounts and distribute (spread) them to each period as needed.

Annual budgeting includes the following steps:

1. Create budget pattern codes (optional)
2. Assign budget pattern codes (optional)
3. Enter annual budget amounts
4. Speed Amount (optional)

You assign budget pattern codes to spread annual budget amounts in different ways:

Method	Description
Seasonal pattern spread	If your revenues and expenses occur in a predictable pattern, you can set up seasonal pattern codes to describe each pattern. For each code, you enter the percent of the total annual budget to be spread to each period.

Method	Description
Equal spread	If your revenues and expenses occur evenly throughout the fiscal year, you can spread the annual budget equally among the periods. For example, in a 12-month fiscal year, the system spreads 1/12th of the annual budget to each month.
No spread	If you do not want to spread an annual amount to periods for an account, you can bypass spreading for that account.
Global updates to budget pattern codes	You can make mass or global changes to seasonal pattern codes by account. This program updates the budget pattern codes for accounts in the Account Master table (F0901).

You can enter annual budget amounts either by business unit or by account. Entering amounts by business units creates a budget by department, location, project, and so on. Entering amounts by account creates a budget that crosses business unit boundaries.

You can have three phases (cycles) for your budget entries so that an audit trail is produced. You can use each cycle or only the final cycle. The cycles are:

- Requested (cycle 1)
- Approved (cycle 2)
- Final (cycle 3)

Can You Enter Budget Amounts for Each Period?

You can use the detailed budget method to enter a budget amount for each period for selected accounts, or for selected periods and accounts. This method does not provide a formal audit trail, but directly updates each period budget in the Account Balances table.

Which Type of Budget Provides a Formal Audit Trail?

You can create a formal audit trail by creating a journalized budget that updates the Account Ledger table (F0911). Construction companies that use cost accounting and government agencies that record supplemental appropriations for the original budget typically need a formal audit trail.

Journalized budgeting consists of three steps:

1. Enter journalized budget
2. Review journalized budget entries
3. Post journalized budget entries

Can You Use Budgets You Created in Another System?

You can create budgets using a PC spreadsheet package and transfer them to the JD Edwards World Account Balances table. You can then spread the annual budget amount to your fiscal periods.

The upload process includes the following steps:

1. Create budget on PC
2. Upload budget to a temporary file
3. Print the temporary file
4. Define fields for Account Balances
5. Upload fields to Account Balances

How Can You Review Budgets?

You can review budgets with a printed Budget Worksheet Report or online.

- With the Budget Worksheet Report, you can:
 - Review your requested, approved, and final budgets for the next year
 - Compare budget amounts against actual amounts and projected amounts for the current year, and against actual amounts for the previous year
 - Show a projected amount and the percentage that the budget amount varies from the projected amount
- Using online review, you can compare budget amounts to actual amounts.

Work with Budget Patterns

Working with Budget Patterns

When a group of accounts have budgets that follow a predictable pattern, budget pattern codes are helpful. Use these codes to define the percentages for spreading annual budget amounts among periods.

Working with budget patterns consists of:

- [Creating Budget Pattern Codes](#)
- [Assigning Budget Pattern Codes](#)

You do not need to create and assign budget pattern codes if your company does either of the following:

- Creates only annual budgets (not monthly budgets)
- Manually creates monthly budgets for all accounts

Before You Begin

- Determine your budgeting pattern requirements.
- Set up the number of periods for each company in the Company Constants table (F0010). See *Setting Up Fiscal Date Patterns*.

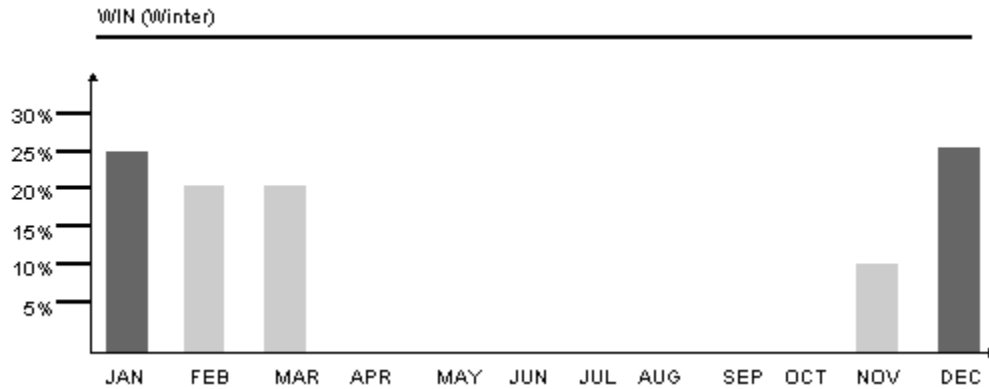
Examples: Budget Patterns

The following examples illustrate three different budget patterns and the associated codes that are used to spread annual budget amounts.

Seasonal Pattern

A sports shop creates a seasonal pattern code called WIN to identify percents for revenues and expenses for its winter ski equipment. The shop allocates budget amounts to the winter months, because there is little activity for ski equipment in the summer months.

The WIN pattern code might appear as follows:

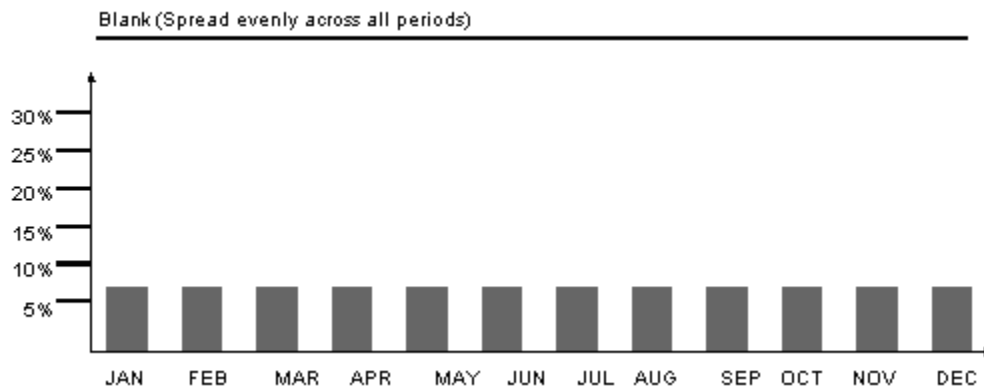


The sports shop creates an annual budget amount for each applicable account and assigns the seasonal pattern code WIN to the accounts. For example, the shop enters 120,000 to an account with a WIN pattern code.

The sports shop runs the program to spread the amounts among the periods. Based on the percentages in the WIN budget pattern code, the system spreads 12,000 to November (10%), 30,000 each to December and January (25%), and 24,000 each to February and March (20%).

Default Pattern

A coffee shop sells its products evenly throughout the year. It does not need to create a seasonal pattern code to identify percentages for revenues and expenses. The default (a blank budget pattern code) spreads the annual budget evenly across periods.



The coffee shop enters an annual budget amount of 120,000 for an account and leaves the budget pattern code blank.


The coffee shop runs the program to spread the amounts among the periods. The program identifies the total number of accounting periods set up for the company as 12. The program assigns a budget amount of 10,000 ($1/12$ or 8.33%) to each period.

Do Not Spread Pattern

A company has an account with no predictable budget pattern, although the company spreads amounts for other accounts. The company enters an annual budget for the unpredictable account and assigns a budget pattern code of DNS (Do Not Spread) to that account.

When the company runs the program to spread annual amounts among the periods, the program bypasses the account coded DNS.

Creating Budget Pattern Codes

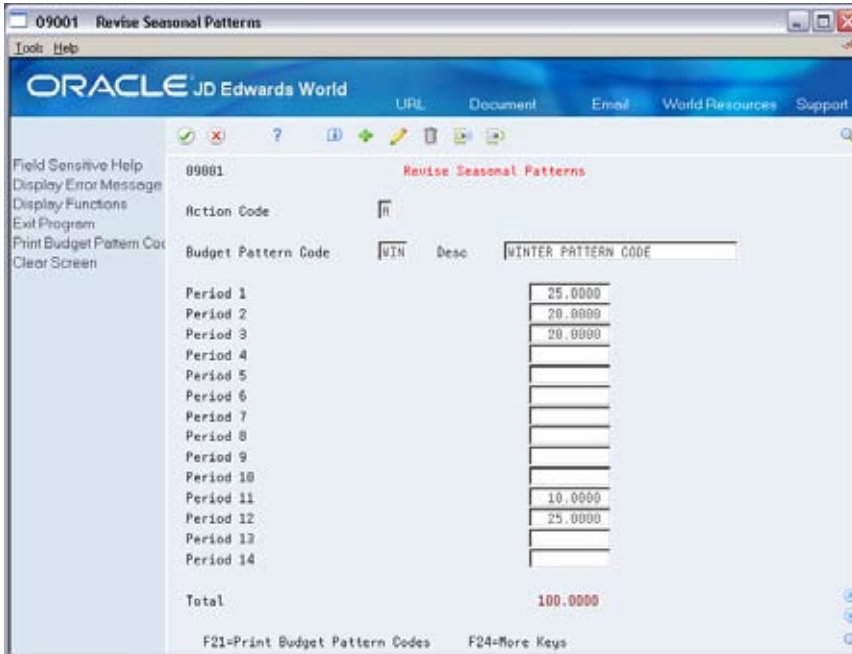
	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Revise Seasonal Patterns
---	--

You can specify the percent of the annual budget to be spread to each period with budget pattern codes. For each business year, you can use Revise Seasonal Patterns to:

- Create an unlimited number of seasonal pattern codes
- Spread amounts equally across the number of periods
- Bypass spreading amounts

To create a budget pattern code

On Revise Seasonal Patterns



Period	Amount
Period 1	25,0000
Period 2	20,0000
Period 3	20,0000
Period 4	
Period 5	
Period 6	
Period 7	
Period 8	
Period 9	
Period 10	
Period 11	10,0000
Period 12	25,0000
Period 13	
Period 14	
Total	100,0000

1. Complete the following field:

- Budget Pattern Code

2. Complete the following field for each period that applies:

- Period

Field	Explanation
Budget Pattern Code	<p>A unique three-character code that identifies a seasonal pattern. The system uses this code to calculate budget amounts for an accounting period. For example:</p> <p>DNS Do not spread annual budget among the months. You cannot set up or change this code, defined as part of the system.</p> <p>Blank Spread annual budget evenly across all months. (Blank works this way unless your company changes it to mean otherwise.)</p> <p>SUM Spread according to percentages shown below.</p> <p>WIN Spread according to percentages shown below.</p> <p>SUM (Summer)</p> <p>Jan. 0%</p> <p>Feb. 2%</p> <p>.... 48%</p> <p>.... 50%</p> <p>Dec. 0%</p> <p>TOTAL - 100%</p> <p>WIN (Winter)</p> <p>Jan. 30%</p> <p>Feb. 30%</p> <p>... 0%</p> <p>... 0%</p> <p>Dec. 40%</p> <p>TOTAL - 100%</p>
Period 1	<p>A number that identifies the percentage of the total annual budget assigned to the period. You can specify:</p> <ol style="list-style-type: none"> 1 Whole numbers (such as 20 for 20%). 2 Decimal numbers up to four decimals (such as .3333 for 33.33%). The system rounds more than four decimals to four decimals. 3 Zeros (no percentage). <p>Note: The default periods for the fiscal year are set up on Date Pattern Revisions for company 00000.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The total of all percentages for each budget pattern code must be 100%.</p>

What You Should Know About

Frequently used patterns If your company rarely needs to spread an annual budget equally among the months, you can use the blank code to identify a seasonal pattern code that you frequently use. Doing this speeds data entry of that code.

Assigning Budget Pattern Codes

After you create budget pattern codes, assign them to the accounts to which they apply. You can assign codes at different times and in different ways. For example, you can:

- Assign budget codes before budget entry
- Assign budget codes during budget entry
- Assign budget codes to groups of accounts or business units

The system updates assigned codes in the Account Master table (F0901).

Assigning Budget Codes before Budget Entry

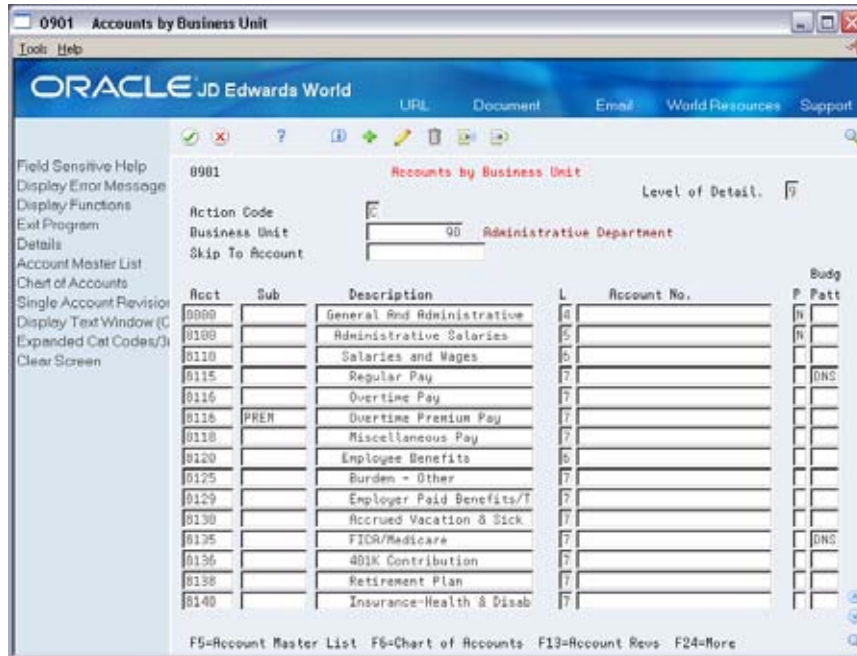


From General Accounting (G09), choose **Organization and Account Setup**
From Organization and Account Setup (G14), choose **Accounts by Business Unit**

Before you enter the annual budget amounts, you can assign budget pattern codes by choosing a budget cycle by business unit. You can also assign codes by object account and by single account number. The process is the same.

To assign a budget code before budget entry

On Accounts by Business Unit



1. Locate the account by completing the following fields:
 - Business Unit
 - Skip to Account (optional)
2. Complete the following field for the account:
 - Budget Pattern Code
3. Use the Update with Redisplay option.

Assigning Budget Codes during Budget Entry



From General Accounting (G09), choose **Budgeting**
From Account Budgeting (G14), choose a budget cycle by business unit -

During any cycle of the annual budget process, you can assign budget pattern codes by choosing a budget cycle by business unit. You can also assign codes by account. The process is the same.

To assign a budget code during budget entry


On Annual Budget by Business Unit Final

The screenshot shows the Oracle JD Edwards World interface for budget entry. The window title is '14102 Final (cycle 3)'. The main area displays a table of budget items with the following columns: Description, Account Number, Original or Annual Amount, and Bud Pat. The 'Skip to Account' field is set to '90' and the 'Budget Act Ledger' is 'DN'. The table lists various budget items such as 'General and Administrative Salaries' and 'Employee Benefits'.

Description	Account Number	Original or Annual Amount	Bud Pat
General and Administrative	90.0000		
Administrative Salaries	90.0100		
Salaries and Wages	90.0110	300,000.00	
Regular Pay	90.0115	27,000.00	DN3
Overtime Pay	90.0116	419.00	
Overtime Premium Pay	90.0116-PREM		
Miscellaneous Pay	90.0110	2,905.00	
Employee Benefits	90.0120	17,040.00	
Burden - Other	90.0125	14.00	
Employer Paid Benefit	90.0129		
Accrued Vacation & SI	90.0130	29.00	
FICA/Medicare	90.0135	2,350.00	DN3
401K Contribution	90.0136	244.00	
Retirement Plan	90.0130		

1. Locate the account by completing the following field:
 - Skip to Account
2. Complete the following field for the account:
 - Budget Pattern Code
3. Use the Change action and choose Update with Redisplay

Assigning Budget Codes to Groups of Accounts or Business Units

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Budget Pattern Code Change
---	--

An alternative to individually assigning budget pattern codes is to make global assignments to accounts or business units. Use Budget Pattern Change to do this. You must:

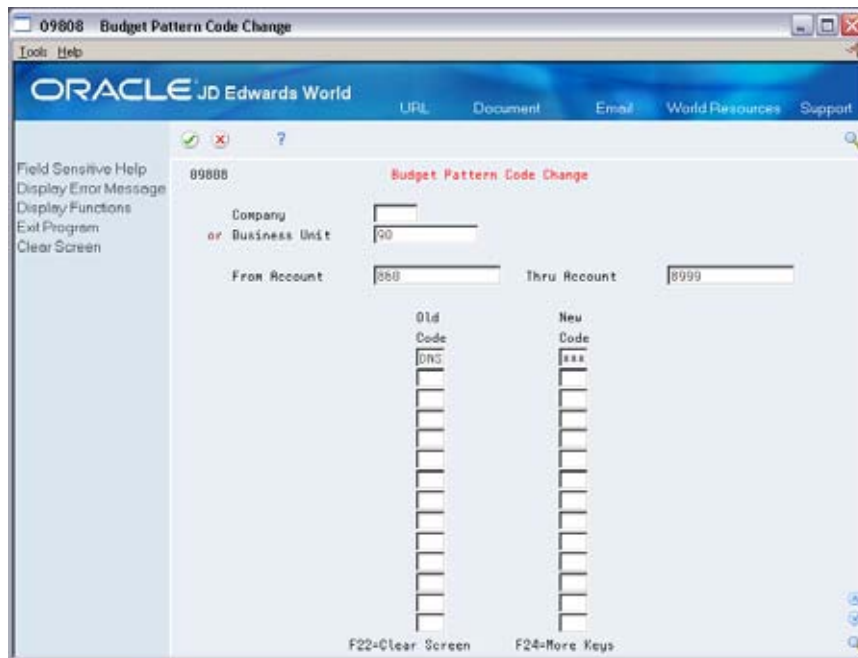
- Make these assignments before entering the annual budget amounts
- Plan to spread your annual budget amounts among the periods

This program overrides DNS (do not spread) codes that were previously assigned.

To assign budget codes to groups of accounts or business units

The codes shown in the following form sample would change the budget pattern code from DNS to blank on all object and object.subsidiary accounts associated with business unit 90.

On Budget Pattern Code Change



1. Complete one of the following fields:
 - Company
 - Business Unit
2. Complete the following optional fields:
 - From Account
 - Thru Account

3. Complete the following fields:

- Old Code
- New Code

Field	Explanation
From Account	<p>A field used with the chart of accounts number (the object and subsidiary).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The From Account and Thru Account fields identify a range of object accounts.</p> <p>From Account field:</p> <ul style="list-style-type: none"> ▪ If you leave this field blank, the default is 0000. ▪ If you specify an account in this field, you must also specify an account in the Thru Account field. <p>Thru Account field</p> <ul style="list-style-type: none"> ▪ If you leave this field blank, the default is 9999.
Thru Account	<p>A field used with the chart of accounts number (the object and subsidiary).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The From Account and Thru Account fields identify a range of object accounts.</p> <p>From Account field:</p> <ul style="list-style-type: none"> ▪ If you leave this field blank, the default is 0000. ▪ If you specify an account in this field, you must also specify an account in the Thru Account field. <p>Thru Account field</p> <ul style="list-style-type: none"> ▪ If you leave this field blank, the default is 9999.

What You Should Know About

Blank values

Three asterisks (***) represent a blank value. You can enter asterisks in the Old Code field to change a blank value to a new value. You can also enter asterisks in the New Code field to change an existing value to a blank value.

All values

Enter one asterisk (*) in the Old Code field to change all old budget pattern codes to the value you enter in the New Code field.

Work with Annual Budgets

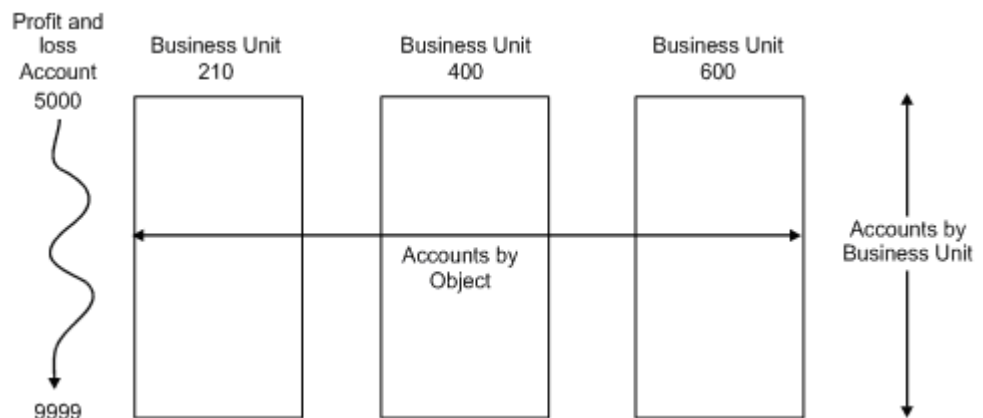
Working with Annual Budgets

Using the annual budget method saves the time that is required to enter budget amounts for each accounting period but still provides detailed amounts by period. You enter and revise a budget based on annual amounts. The system distributes or spreads the annual amounts among accounting periods according to budget patterns that you define.

You can organize your annual budget in either of the following two ways:

Method	Description
By business unit	This type of entry creates a budget for accounts associated with a specific organizational unit, such as a department or warehouse.
By account	This type of entry crosses business units and company boundaries. For example, you create a budget for salary and wage accounts across all business units.

The following illustrates the two ways to organize your annual budget amounts.




Working with annual budgets consists of:

- [Entering Annual Budget Amounts \(P14102 or P14103\)](#)
- [Reviewing Budget Worksheets](#)
- [Spreading Annual Amounts to Periods](#)

Before You Begin

- Decide whether to budget by business unit or by account across all business units

Entering Annual Budget Amounts (P14102 or P14103)

	<p>From General Accounting (G09), choose Budgeting</p> <p>From Account Budgeting (G14), choose Requested under Annual Budget by Business Unit or Annual Budget by Account</p>
---	---

You can enter annual budget amounts that consist of amounts as well as units. You can do one of the following:

- Enter annual budget amounts by business unit (P14102)
- Enter annual budget amounts by account (P14103)

Depending on your business needs, you can use three budget cycles:

- Requested budget (cycle 1) - You enter the initial budget amount.
- Approved budget (cycle 2) - You change the initial budget amount.
- Final budget (cycle 3) - You change the approved budget amount.

You define the cycles you will use in a processing option. Although you can use any combination of cycles, using all three cycles:

- Provides an informal audit trail for your budgeting process
- Saves time because you can carry the amounts forward to the next cycle

The system updates annual budget amounts in the Account Balances table (F0902) by cycle, as follows:

- BREQ - Requested budget amount
- BAPR - Approved budget amount
- BORG - Final budget amount

Note: This program supports Export functionality. See Technical Foundation for more information.

Example: Using Annual Budget Cycles

The budget in this example uses all three cycles. Processing is as follows:

Cycle	Description
Requested (cycle 1)	Update requested budget, approved budget, and final budget
Approved (cycle 2)	Update approved budget and final budget
Final (cycle 3)	Update final budget

The following shows how the system updates amounts during each cycle.

Account Balances Tables

Cycle	Requested (BREQ)	Approved (BAPR)	Final (BORG)	System Action
Cycle 1 – You Enter	70000	70000	70000	The system updates requested, approved, and final.
Cycle 2 – You Enter		60000	60000	The system updates approved and final.
Cycle 3 – You Enter			50000	The system updates final. This represents the annual amount to be spread.

What You Should Know About

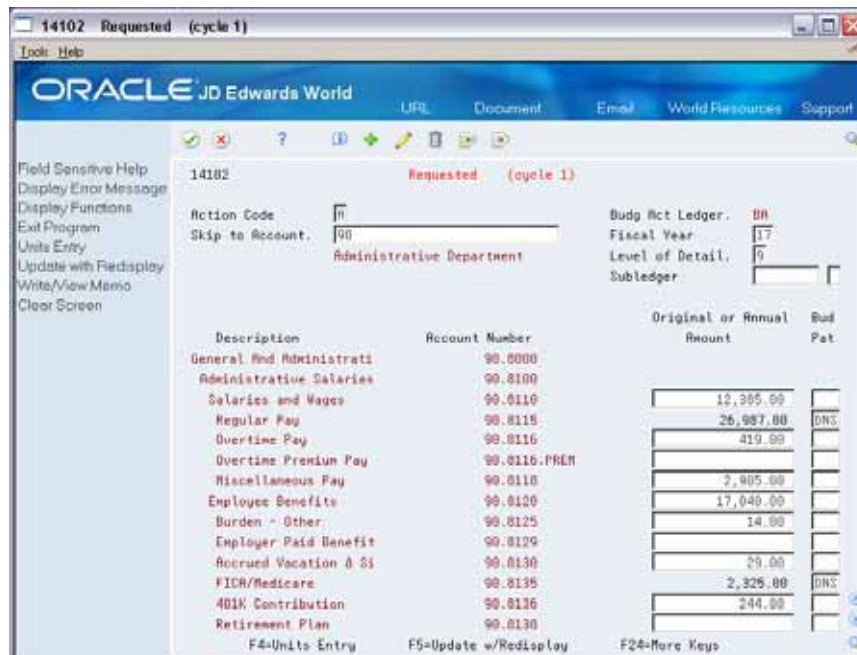
When you cannot enter a budget amount

You cannot enter an annual budget amount for an account when:

- The posting edit code is N (no posting).
- The budget pattern code of DNS (do not spread) was set in detailed (period) budget entry.

To enter annual budget amounts by business unit

On Requested (cycle 1) under Annual Budget by Business Unit

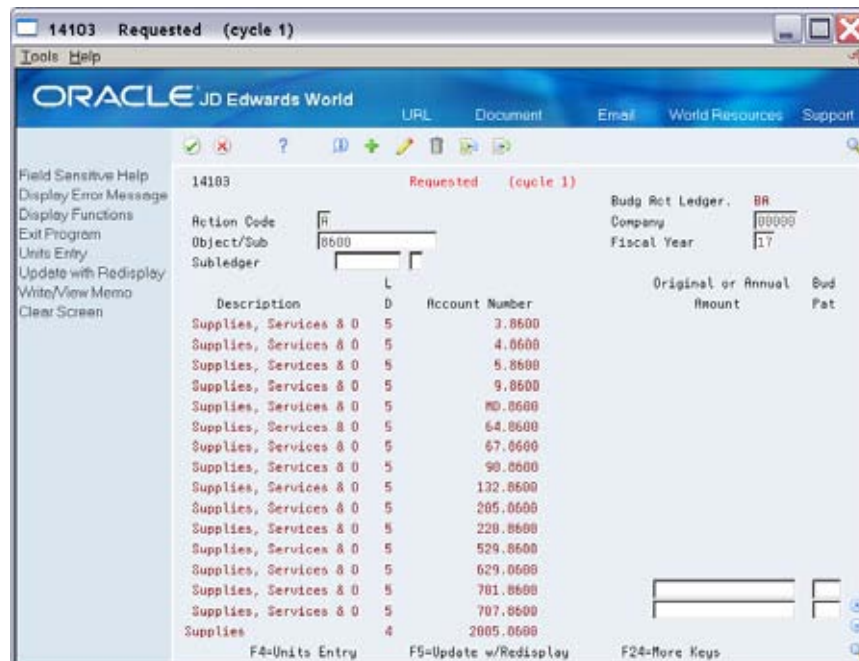


1. Locate a business unit by completing the following field:
 - Skip to Account
2. Complete the following optional fields:
 - Fiscal Year
 - Level of Detail
 - Subledger / Type
3. Complete the following field:
 - Original or Annual Amount
4. Complete the following optional field:
 - Budget Pattern Code
5. To add the record, press Enter.

Field	Explanation
Original or Annual Amount	For budgets, this is the amount of the annual budget for the account.

To enter annual budget amounts by account

On Requested (cycle 1) under Annual Budget by Account



1. Locate all accounts or a group of accounts by completing any of the following fields:
 - Object/Subsidiary

- Company
 - Subledger
 - Subledger Type
 - Fiscal Year
2. Complete the following field:
 - Original or Annual Amount
 3. Complete the following optional field:
 - Budget Pattern Code
 4. To add your record, press Enter.

Processing Options


See [Budget Change by Account \(P14103\)](#).

See [Budget Change by Business Unit \(P14102\)](#).

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Reviewing Budget Worksheets

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Budget Worksheet Report
---	---

To review a printed version of your requested, approved, and final budgets, you can:

- Specify the level of detail, fiscal years to compare, report format, and how the system performs the calculations and totals the amounts
- Print the report for selected companies, business units, and business unit category codes
- Consolidate information if you have a consistent account structure and level of detail across all companies and business units

Depending on how you set the processing options, the Budget Worksheet Report provides:

Processing Option	Description
Comparisons	Comparisons of amounts for any level of detail: <ul style="list-style-type: none"> ▪ Ledger type AA (actual amounts) for the prior year ▪ Actual and projected amounts for the current year ▪ Actual and budget year-to-date amounts for the current year and actual year-to-date amounts for prior years

Processing Option	Description
Projections	<p>Calculated balances for the year end:</p> <ul style="list-style-type: none"> Actual amounts plus the remaining budget Remaining budgets Actual amounts divided by the percentage complete (for job cost)
Variiances	<p>Percentages of difference or change between actual amounts and budget amounts, with the calculation based on projected budget amounts.</p>

Budget Worksheet Report is a DREAM Writer program.

In addition, you can use this report to help estimate the annual budget for the next year. For example, you can print the previous year's actual amounts, and the current year's projected amounts, and leave the annual budget amount columns blank to make manual entries.

210 - Denver Branch		JD Edwards World Model Financial Company San Francisco Branch Budget Worksheet Requested Budget: Remaining Budget Period Ending 06/30/17						Page - 1 Date - 12/12/17		
	Last Year YTD Actual	YTD Budget	This Year YTD Actual	Projected	Requested Budget	% Change	Approved Budget	% Change	Adopted Budget	% Change
Store Sales	13,224,582	6,626,783	12,055,921	6,626,783	15,500,000	133.9	15,500,250	133.9	15,500,275	133.9
Direct Ship Sales	8,717,750	4,342,953	7,897,129	4,342,953	820,000	81.1-	820,500	81.1-	820,525	81.1-
Contract Sales	6,405,324	3,419,403	6,218,096	3,419,403	7,500,000	119.3	7,500,725	119.3	7,500,800	119.3
A/R Discounts Allowed	178,454-	89,519-	162,762-	89,519-	20,000-	77.6-	20,100-	77.5-	20,175-	77.4-
Sales - Other										
Finance Charge Income Cre	4,780,606	2,460,836	4,474,249	2,460,836	520,000	78.8-	520,225	78.8-	520,250	78.8-
Sales - Other	4,780,606	2,460,836	4,474,249	2,460,836	520,000	78.8-	520,225	78.8-	520,250	78.8-
Direct Costs										

Cost of Sales - Product A										
Prime Cost of Goods	42,942,535	21,823,110	39,678,381	21,823,110	475,000	97.8-	475,300	97.8-	475,350	97.8-
Scrap	788,426	379,367	689,758	379,367	8,550	97.7-	8,550	97.7-	8,650	97.7-
Freight	1,076,686	532,713	968,569	532,713	14,002,500	528.5	14,002,566	528.5	14,002,600	528.5
Cycle Count	1,319,283	674,887	1,227,068	674,887	150,000	77.7-	150,275	77.7-	150,280	77.7-
Rework Expense										
Repackaging										
Purchase Part Variance										
Cost of Sales - Product	46,126,930	23,410,076	42,563,777	23,410,076	14,636,050	37.4-	14,636,691	37.4-	14,636,880	37.4-
Cost of Sales - Product B										
Tools Expense	680,823	365,559	664,653	365,559	731,118	100.0	731,118	100.0	731,118	100.0
Prime Cost of Goods	869,230	475,856	865,193	475,856	951,712	100.0	951,712	100.0	951,712	100.0
Scrap	855,953	460,826	837,865	460,826	921,651	100.0	921,651	100.0	921,651	100.0
Freight	1,152,571	632,306	1,149,647	632,306	1,264,611	100.0	1,264,611	100.0	1,264,611	100.0
Cycle Count										
Rework Equipment Expense	84,977	42,989	78,161	42,989	85,977	100.0	85,977	100.0	85,977	100.0
Repackaging										
Purchase Part Variance	680,234	349,325	635,137	349,325	698,650	100.0	698,650	100.0	698,650	100.0
Damage Credit/Writeoff	663,649	349,453	635,369	349,453	698,905	100.0	698,905	100.0	698,905	100.0
Cost of Sales - Product	4,987,438	2,676,312	4,866,024	2,676,312	5,352,624	100.0	5,352,624	100.0	5,352,624	100.0
Direct Costs	51,114,368	26,086,388	47,429,801	26,086,388	19,988,674	23.3-	19,989,315	23.3-	19,989,504	23.3-
Net Income (Loss)	18,164,560-	9,325,933-	16,947,170-	9,325,933-	4,331,326	146.4-	4,332,285	146.4-	4,332,171	146.4-

What You Should Know About

Consolidating information The data sequence in the version is the key to consolidating the information.

Updating budget information

You can change budget information in either of two ways:

- Enter or change annual budget amounts using the appropriate cycle
- Enter or change period amounts with the Detailed Budget Amount function

See *Entering Annual Budget Amounts* and *Entering Detailed Budget Amounts* for more information.

See Also

- *Defining and Printing Consolidated Financial Reports (P10311)* for more information about consolidations

Processing Options

See [Budget Worksheet Report \(P14113\)](#).

Data Selection and Sequence for Budget Worksheet Report

You must specify the range of object accounts on the data selection form.

This report prints totals and starts new pages based on the data item immediately preceding the object account in the data sequence. You can use the following in the data sequence:

- Company
- Business unit category codes 1-30
- Account master category codes 1-23
- Business unit
- Object account (required)
- Subsidiary account (required)


You must always include the object account and subsidiary account. If you do not specify a company or business unit as the first item in the sequence, the system uses the current fiscal period for company 00000.

To print a report for a business unit, or one that consolidates all business units or companies, use the following sequences:

Report	Sequences
Business unit report	Business unit, object account, subsidiary account
Business unit consolidation	Company, object account, subsidiary account
Company consolidation	Object account, subsidiary account

Caution: Use caution if you change the data sequence, a sequence other than one of the above can have unpredictable results.

Spreading Annual Amounts to Periods

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Spread Annual to Periods
---	--

You can spread the annual budget amounts for the final cycle among accounting periods with the Spread Annual to Periods program. This program uses the budget pattern code that is assigned to each account to determine how to spread the amount, as follows:

Budget Pattern	Description
Seasonal budget pattern code	The program spreads the annual amount according to the percentages and periods that you specified for the code.
Blank budget pattern code	The program spreads the annual budget amount for the account equally among the periods. For example, for a 12-month calendar year, the program assigns 1/12 (8.33%) to each period. If your company changes the meaning of the blank budget pattern code, the program divides the annual amount by the percentages that you specify.
DNS budget pattern code	The program does not spread the amounts for accounts with this code.

This program uses information from the Budget Patterns (F1401), Account Master (F0901), and Account Balances (F0902) tables. It updates the Account Balances table.

JD Edwards World provides a version of this program that spreads annual budgets for a specific fiscal year, all companies, and business units for ledger types BA and BU. To spread an annual budget for a specific company, business unit, or ledger type, create your own version.

You can rerun this program as many times as you need. You can change the amounts that the program spreads to periods by entering detailed budget amounts.

Using processing options, you control how the spread program rounds amounts.

What You Should Know About

Ledger types

If the budget pattern code is DNS, the system checks the user defined code list 00/LT to identify the spreading instructions for the ledger type, as follows:

- If the first character of the Description 2 field is S or B, the system overrides the DNS budget pattern code and spreads the annual budget amount evenly to the periods.
- If the first character of the Description 2 field is not S or B, or if the budget ledger type is not set up in user defined code list 00/LT, the system does not spread the annual budget to periods.

See Also

- *Working with Budget Patterns (P09001)*
- *Entering Detailed Budget Amounts (P14101)*

Processing Options

See [Spread Annual to Periods \(P14801\)](#).

Data Sequence for Spread Annual to Periods

Do not change the data sequence.

Review Budget Comparisons Online

Reviewing Budget Comparisons Online



From General Accounting (G09), choose **Budgeting**
From Account Budgeting (G14), choose **Online Budget Comparison**

Comparing amounts from two ledgers is especially helpful when you need to review budget and actual amounts (AA and BA ledger types) and analyze budget variances.

You control the level of detail and whether fiscal period or cumulative amounts appear. You can also compare ledger types from different fiscal years or specific G/L dates.

Using processing options, you define:

- Which two ledger types to compare
- How the system calculates the differences between the two ledger types (visible only in the three-column format)
- Which sequence the system uses to display accounts, for example, business unit.object or business unit.subsidiary.
- Which format (two-, three-, or four-column) sequence you use to compare your budgets online. This program performs faster if you choose only one format (instead of a sequence of formats) for your comparison.

Online comparisons show information from the Account Balances table (F0902).

To review a budget comparison online

On On-Line Budget Comparison

P	Description	Budget Amount	Actual Amount	L
	Administrative Department			
	Supplies, Services & Other			5
	Advertising	30,500.00	45,006.75	6
	Bad Debt Expense	900.00	719.00	6
	Bank Charges		2,451.00	6
	Business Licenses	7,500.00	10,000.00	6
	Conventions/Seminars/Educ.	1,100.00	695.00	6
	Contributions	1,000.00	625.03	6
	Entertainment	7,000.00	6,345.00	6
	Dues & Subscriptions	300.00	1,045.00	6
	Legal, Accounting & Other	1,200.00	4,302.01	6
	Miscellaneous Expenses		3,365.00	6
	Moving Expense	3,700.00	375.00	6
	Office Supplies Expense	500.00	625.00	6

Opt: 1/2-Acct Ledger F2-Alt Format F13/F14/F15=Trlal Balance F24=More

- Complete the following field:
 - Account
- To limit the information displayed, complete the following fields:
 - Level of Detail
 - Scaling Factor
 - Cum/Period (C/P)
 - Subledger / Type
 - Currency
 - Date
 - Ledger Type

What You Should Know About

AAIs

This program uses two AAIs:

- GLG6 - Beginning Revenue
- GLG12 - Ending Profit and Loss

The program uses these AAIs to distinguish Balance Sheet accounts from Income Statement accounts so that the correct cumulative balance is calculated. Balance Sheet accounts include the prior year cumulative amount in the cumulative balance. Income Statement accounts do not include this beginning balance amount.

See Also

- *Reviewing Account Balance Comparisons (P092121)* for more information about this program, including the processing options

Enter Detailed Budget Amounts

Entering Detailed Budget Amounts (P14101)



From General Accounting (G09), choose **Budgeting**
From Account Budgeting (G14), choose **Detailed Budget by Account**

Even if you do most of your budgeting on an annual basis, you might need to:

- Set up budgets by periods for specific accounts that have no predictable seasonal pattern
- Change the results that were created by the Spread Annual to Periods program
- Review budget amounts by period both before and after annual budgets are spread

You can enter budget amounts for each period for each account. When you use this method of entering budget amounts, the system does not create records in the Account Ledger table (F0911). Instead, it updates the:

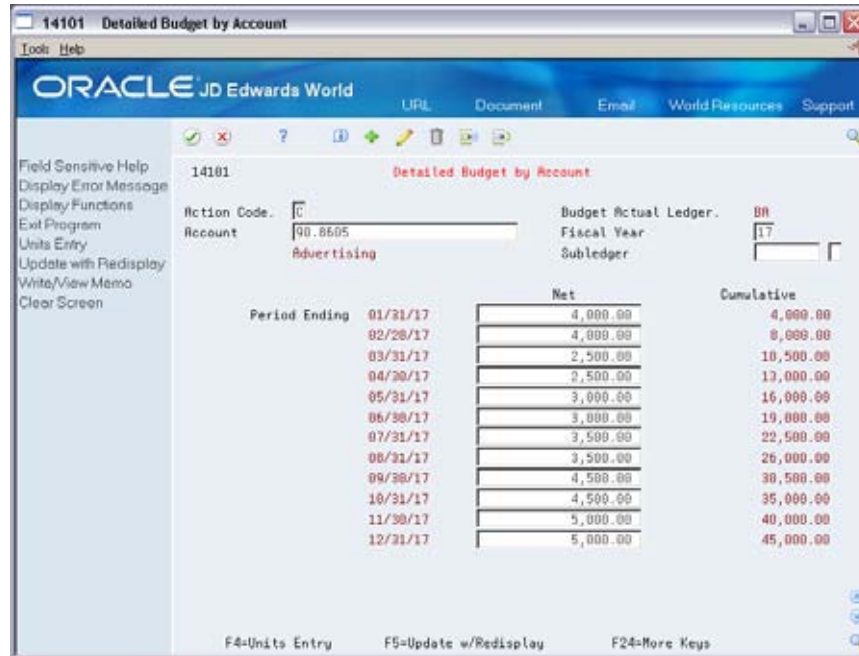
- Final budget and net posting amounts in the budget ledger records of the Account Balances table (F0902)
- Budget pattern code in the Account Master table (F0901) to DNS (Do Not Spread)

You cannot use the detailed budgeting method for accounts with a posting edit code of N.

Note: This program supports Import/Export functionality. See Technical Foundation for more information.

To enter a detailed budget amount

On Detailed Budget by Account



1. Locate the account.
2. To limit your search, complete the following fields:
 - Fiscal Year
 - Subledger
 - Subledger Type
3. Complete the following field:
 - Net
4. Use the Change action and choose Update with Redisplay.
5. Review the following field:
 - Cumulative

Field	Explanation
Net	Identifies the amount updated to an accounting period. You set up the number of periods on the Company Numbers & Names form (P00105) and the dates for the periods on the Date Pattern Revisions form (P0008). <i>Form-specific information</i> Enter the budget amount as a net period amount. Enter revenues as credits, for example, 24000-.
Cumulative	The cumulative budget amount for this account for this fiscal year.

What You Should Know About

Changing detailed budget amounts	You can see changes that you make to detailed budget amounts by choosing Update with Redisplay.
Copying amounts or units from one period to the next	You can copy the budget amount, or the budget units in the detail area, from one period to the next. To do this, remove the zeros from the Net or Net Units fields for the period to which you want to copy. The system copies the amount or unit from the preceding period.
What happens with budget pattern codes	When you enter amounts on Detailed Budget by Account, the system updates the account with a budget pattern code of DNS. This ensures that the spread program does not overwrite the amounts that you enter.

Processing Options


See [Budget Change by Account \(BA & BU Ledger\) \(P14101\)](#)

See Also

- *Work with PC Import/Export in the Technical Foundation guide.*

Manage Budget Overages

Managing Budget Overages

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose G/L Budget Checking
---	---

Before you post transactions to an account, you might want to verify that the actual and planned expenditures are within budget. For example, assume that you have entered a batch of vouchers. Before posting the batch, you want to see whether the totals in the affected accounts exceed the budget.

You can run the program that checks your G/L budgets to identify any transactions that will create budget overages. The appropriate person in your organization can then approve the expenditures or notify the affected departments to change or delete transactions for these accounts before posting.

This program selects unposted records from the Account Ledger table (F0911). It bases calculations on information in the Account Balances table (F0902). Using a predefined formula, it:

- Calculates the available budget for each specified account or level of detail
- Adds new, unposted transactions to posted totals
- Determines whether posting new transactions will create a total that exceeds the budget
- Generates an exception report listing the unposted transactions in the Account Ledger table that will cause budget overages

This program does not update any tables. The exception report is for information only. It is sequenced by company, account, and detail. A warning message identifies each transaction that will create an overage if posted.

The program performs this calculation:

Primary ledger - (second ledger + third ledger)

Using the default ledgers, the calculation is:

BA - (PA + AA)

or

Budget Ledger - (Encumbrance Ledger + Actual Ledger)

You can substitute other ledgers for the default ledgers in processing options. You also choose the level of detail used for accumulating the balances and the calculation method to determine the total budget amount.

The calculation for the budget variance includes any vouchered amounts already encumbered by purchase orders.

Example: G/L Budget Checking Calculation

The following ledgers contain these totals for the account 3.8605:

BA (budget amount) for the year: \$1000

AA (actual amount) balance to date: \$420

PA (encumbered amount) balance to date: \$320

$\$1000 - (\$420 + 320) = \$260$, the available (remaining) budget

If any unposted transaction in the Account Ledger table causes the account to exceed the available budget amount of \$260, the transaction will be listed on the report.

G/L Budget Checking Report						
Program ID . . . P14115					Report Date . . . 03/21/17	
Version JDE0001					Report Time . . . 16:47:44	
00100 Model Finan/Distrib Co (Mktg)						
LV DT	Budget Amount	Encumbr Amount	Actual Amount	Unposted Total	Available Amount	Amount Over Budget
850.8360	9	1,200.00	575.00		625.00	
	850.8360	JE	1532 AA	100.00		
	850.8360	JE	1535 PA	200.00		
	850.8360	JE	1533 PA	500.00		
	850.8360	JE	1534 PA	1,000.00		
			Account Total	1,800.00	625.00	1,175.00-
850.8665	9	600.00	450.00		150.00	
	850.8665	JE	1533 PA	50.00		
	850.8665	JE	1532 AA	100.00		
	850.8665	JE	1534 PA	100.00		
	850.8665	JE	1536 PA	100.00		
			Account Total	350.00	150.00	200.00-
850.8740	9	300.00	100.00		200.00	
	850.8740	JE	1532 AA	100.00		
	850.8740	JE	1534 PA	100.00		
	850.8740	JE	1536 PA	100.00		
			Account Total	300.00	200.00	100.00-

Before You Begin

- Run this program during off-peak hours, if possible. The number of records in the Account Ledger table might require significant processing time.

What You Should Know About

No budget amount

If an account has no record in the budget (primary) ledger, the program assumes the budget is zero. It subtracts the amounts from the second and third ledgers, resulting in a negative amount on the exception report.

Encumbrances

These are budgeted amounts for which commitments or contracts have been made (such as through purchase orders). Encumbrances are also called commitments.

Foreign currency amounts

Budgeted amounts are in the domestic currency only. Therefore, the program does not select transactions from the CA (foreign currency) ledger in the Account Ledger table.

Processing Options

See [G/L Budget Checking Report \(P14115\)](#)

Work with Journalized Budgets

Working with Journalized Budgets

Although most companies do not need a formal audit trail for budgeting, some do. These include, for example, construction companies that use cost accounting and governmental agencies that record supplemental appropriations for the original budget. For these companies, journalized budgets provide a formal audit trail.

Budget entries for a journalized budget are the same as journal entries. You create the budget by entering, reviewing, and posting journal entries.

The system updates journalized budgets in the Account Ledger table (F0911). When you post the batch, the system updates the Account Balances table (F0902).

Working with a journalized budget consists of:

- [Entering Journalized Budgets](#)
- [Reviewing and Approving Journalized Budgets](#)
- [Posting Journalized Budgets](#)
- [Locating Journalized Budgets](#)

Before You Begin


- JD Edwards World recommends that you set up a document type, such as BX for budget journal entries, instead of using document type JE. For more information, see *About User Defined Codes for General Accounting*.

What You Should Know About

Changing journalized budgets

Use the Budget Entry form to change a budget that you entered as a journalized budget. Do *not* use the annual or detailed (period) budget method to change a journalized budget.

Entering Journalized Budgets

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Other Budgeting Methods From Other Budgeting Methods (G1421), choose Budget Entry
---	---

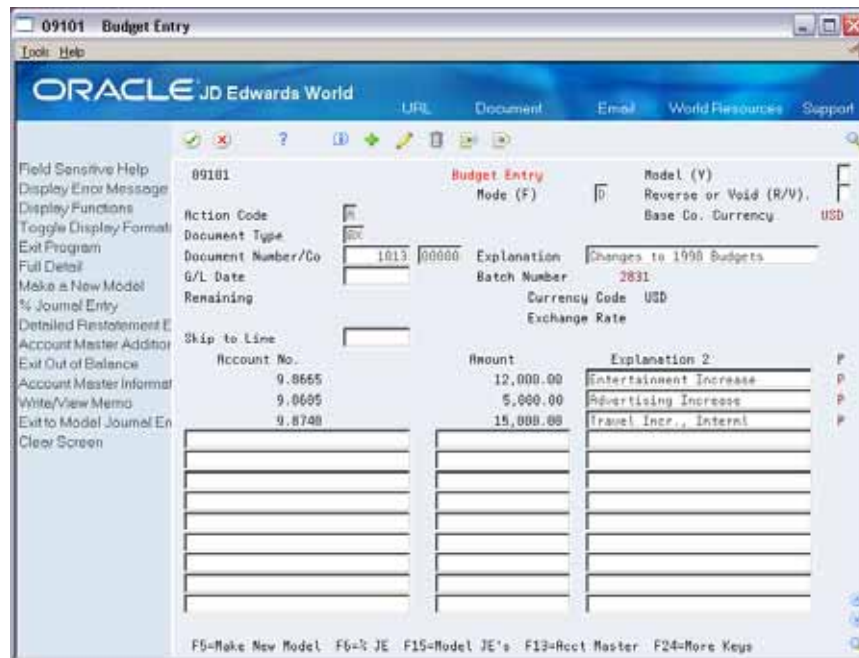
To enter amounts for a journalized budget, you enter a journal entry. The only difference is that you use a budget ledger type.

Before You Begin

- Specify a budget ledger type, such as BA, in the related processing option for functional server XT0911Z1. See *Processing Options for Journal Entry* for more information.

To enter a journalized budget

On Budget Entry



1. Follow the steps to enter a basic journal entry.
2. Complete the following field with BX:
 - Document Type
3. Complete the following field with BA:
 - Ledger Type

What You Should Know About

Balancing not required Budget journal entries do not have to be in balance. This is determined by the processing options for this program.

See Also

- *Entering Basic Journal Entries (P09101)*
- *Processing Options for Journal Entry* for the processing options for this program

Reviewing and Approving Journalized Budgets



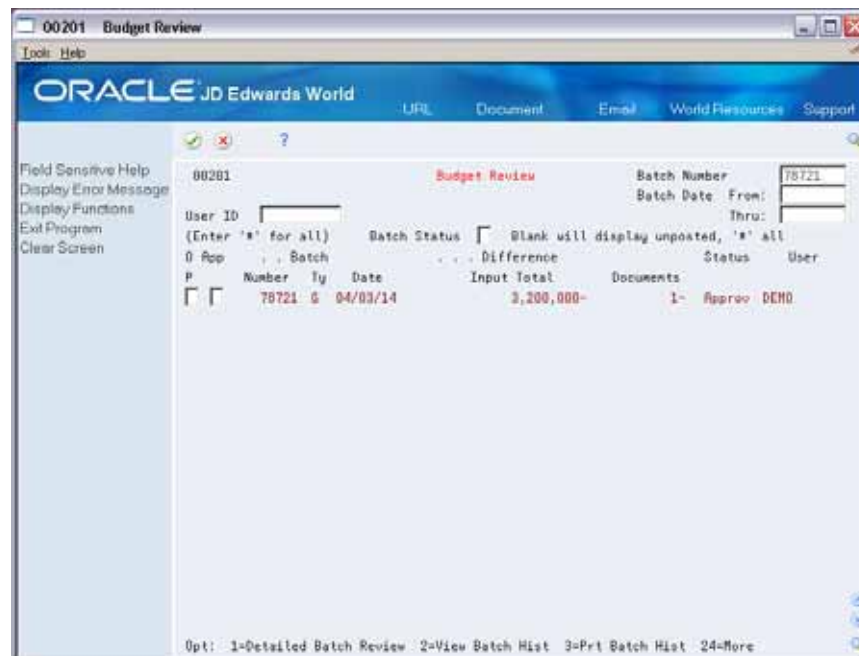
From General Accounting (G09), choose **Budgeting**
 From Account Budgeting (G14), choose **Other Budgeting Methods**
 From Other Budgeting Methods (G1421), choose **Budget Review**

After you enter journalized budgets, review and approve them just as you would journal entries.

Budget Review updates the Batch Control Record (F0011) and the Account Ledger (F0911) tables.

To review and approve journalized budgets

On Budget Review



For each budget amount, follow the steps to review and approve journal entries.

After you review and approve journal entries, post them.

What You Should Know About


Batch type

Budget batches have the same batch type (G) as other journal entries.

See Also

- *Reviewing and Approving Journal Entries (P00201)*

Posting Journalized Budgets

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Other Budgeting Methods From Other Budgeting Methods (G1421), choose Post Budget Entries
---	--

After you review and approve journalized budgets, post them just as you would other journal entries.

The Post Budget Entries program posts batches with a batch type of G (General Accounting) and updates the Account Balances table (F0902).

Before You Begin

- Verify that the batch has an approved status
- Ensure that all post menu selections are routed to the same job queue and that the job queue allows only one job to process at a time

What You Should Know About

Customizing the post program

This program performs a number of complex tasks. JD Edwards World strongly recommends that you do not customize the program.

Making changes during the posting process

While the post is running, do not change accounts, AAIs for the General Accounting system, general accounting constants, or processing options for the post program.

See Also

- *Posting Journal Entries (P09800)* for more information about this program, including the processing options

Locating Journalized Budgets



From General Accounting (G09), choose **Budgeting**
 From Account Budgeting (G14), choose **Other Budgeting Methods**
 From Other Budgeting Methods (G1421), choose **Budget Inquiry**

You can locate and review both posted and unposted entries for journalized budgets for a specific account or period, a selected date range, a fiscal year, or a subledger type and subledger.

Locating journalized budgets is similar to locating other journal entry transactions. The only differences are the ledger type and the document type. You can specify the ledger type in the functional server processing option, in the processing option for the inquiry, or on the inquiry form itself.

To locate a journalized budget

On Budget Inquiry

DT	Document	Date	Explanation	Debit	Credit	P
BK	1013	01/01/17	Changes to 1990 Bu	12,000.00		P
JA	1548	04/30/17	4/98 Budget Entry	4,050.10		P
JA	1548	05/31/17	4/98 Budget Entry	4,131.10		P
				28,181.20		
Ledger Total				28,181.20		
Unposted Total						

Follow the steps to locate and review account ledger transactions.

See Also

- *Reviewing Account Ledgers (P09200)* for more information about this program, including the processing options

Upload Budgets from a PC to the AS/400

Uploading Budgets from a PC to the AS/400

If you create budgets using a spreadsheet program on a PC, you can upload the budgets to the Account Balances table (F0902) on the AS/400. To do this, you complete these steps:

- Create budget on PC
- Upload budget to a temporary file
- Print the temporary file
- Define fields for Account Balances
- Upload fields to Account Balances

You must do the first two steps using PC software, not the JD Edwards World General Accounting system. You do the last three steps within the General Accounting system.

Uploading budgets consists of:

- [Creating Spreadsheets](#)
- [Uploading Budgets to a Temporary File](#)
- [Reviewing the Information Transfer](#)
- [Printing the Temporary File for Budget Upload](#)
- [Defining the Fields for Account Balances](#)
- [Uploading the Fields to Account Balances](#)

Creating Spreadsheets

1. Create a spreadsheet using a spreadsheet application such as Microsoft (MS) Excel and save it.
2. Save the spreadsheet again as a type *.prn (Formatted Text Space Delimited) file.

Note: This should be the last step you do in preparing the file to be uploaded to the AS/400.

3. Close the spreadsheet file, responding No to saving changes, so you can preserve it as a .prn file. The spreadsheet must be closed before you can upload it.
4. Minimize the spreadsheet application.

Uploading Budgets to a Temporary File

You must use a PC Support program to upload your budget from a PC to the AS/400. You move the budget to a temporary table on the AS/400, the PC Budget Upload table (F14112).

If your company needs to upload several budget spreadsheets (for example, if several departments in the company set up budgets), upload each with a different member name. Later, you can either process all budgets together or process each one individually, depending on layout and your preference:

- If all the budgets have identical layouts, you can process all of them together.
- If all the budgets do not have identical layouts, or if you want to process them individually, you must use a separate DREAM Writer to map each member.
- If the layout is the same and you want to process them individually, you can process them by member name using a single DREAM Writer.

For example, you might use the ID of the user who created the budget as the budget member name. Then you can process each budget member separately.

Before You Begin

- Enter the annual or periodic budget amounts on your PC using any spreadsheet software package. You might need to consult the reference guide for your PC spreadsheet program for help.
- Verify that you have set up the following correctly.

Item	Description
Creating a budget spreadsheet	You must create the spreadsheet so that all the data needed to create one record is in a single row.
Delimited text file and line length	<p>You must save your spreadsheet as a formatted text (space delimited) file or a delimited text file. A delimited text file is a file in ASCII format that uses characters to separate the data fields.</p> <p>Some spreadsheet programs use a flat file to export data in ASCII format. Other programs use a print file to export data in ASCII format. If your software uses a flat file, retain cell formats.</p>

Item	Description
Format	<p>Data you enter <i>must</i> be in character format. The data conversion program will not handle packed, zoned, or other numeric data formats.</p> <p>The fields in your PC budget should be in the following format:</p> <ul style="list-style-type: none"> ▪ Text fields should be in character format. This includes business unit, object, subsidiary, subledger, and subledger type. ▪ If business unit, object, and subsidiary are in one cell or field, they should be left-justified. If business unit, object, and subsidiary are in three separate cells, justify as follows: <ul style="list-style-type: none"> Business unit - right Object - center (all objects the same length) Subsidiary - left ▪ If you include a subledger and subledger type, they should be right-justified. ▪ Amount fields should be numeric fields. They can include decimal points. If you use a minus sign, it must be the first character to the left of the leading (non-zero filled) amount in the field. Amount fields cannot be in a packed or zoned format.
PC Support	The RFROMPC.EXE and RFROMPC.PKG files must be on your PC if you are using IBM PC Support.

- To upload the budget from the PC to the AS/400, follow the instructions in the documentation for the PC Support program.

To upload using Windows NT 4.0

The following instructions are for IBM Client Access on a Windows NT 4.0 platform.

In the Client Access Group window:

1. Click the icon for Data Transfer to AS/400.
2. Enter the name of your file, for example Budget.prn, in the following field:
 - File
3. Enter the name of your AS/400, for example JDEG, in the following field:
 - AS/400 System
4. Enter the name of the library in which your F14112 file resides Library/File(Member), for example (PRD73/F14112(Budget)), in the following field:
 - Library/File(Member):
5. Click Details.

6. Select the following options:
 - PC File Descriptions: De-activate this (remove the check mark)
 - File Type: ASCII Text
 - Translate from: ASCII
 - Create AS/400 object:
 - Yes, create member (if this is the first time you are uploading this file)
 - No, replace member (if you have made revisions to the PC spreadsheet and you are transferring it again.)
7. Click OK to close the Details window.
8. Click on the bar for Transfer Data to AS/400. A window will appear with the message: Send completed successfully.

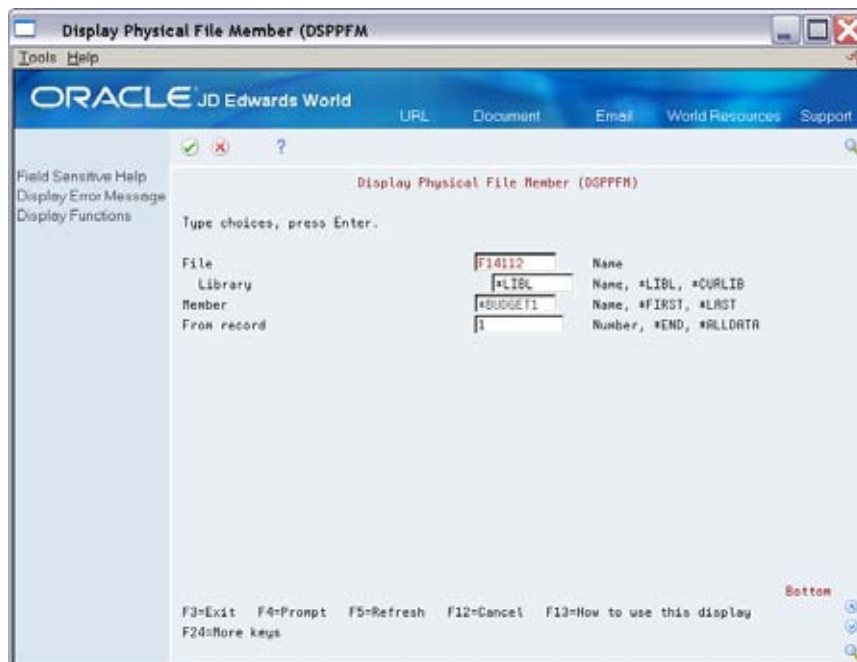
Reviewing the Information Transfer

There are two methods for ensuring that your information uploaded into the AS/400.

To use the Command Line

From the Master Directory (Menu G):

1. Enter DSPPFM (Display Physical File Member) in the following field:
 - Selection or Command Line
2. Press F4.



3. Enter F14112 in the following field:
 - File
4. Enter *Lib in the following file:
 - Library
5. Enter the member name you assigned to the spreadsheet in the following Field Explanations
 - Member
6. Press Enter.

To use the Field Descriptions screen


If you do not have access to the command line, do the following to verify that the information has been transferred:

From the Master Directory (Menu G):

1. Enter 40 in the following field:
 - Selection line

This is a Hidden Selection that displays the Field Descriptions window.
 2. Enter F14112 in the following field:
 - File
 3. Press Enter.
 4. Press F5 to display a Source File Member List screen.
 5. Enter * in the following field:
 - Member Search
 6. Press Enter to display the Spreadsheet file.
 7. Enter a 1 in the option field for your spreadsheet.
 8. Press enter to browse your file.
- If data exists in the file, you were successful in your upload.

Printing the Temporary File for Budget Upload

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Other Budgeting Methods From Other Budgeting Methods (G1421), choose PC Budget Source File Report
---	---

The file layout of your PC spreadsheet might differ from the layout in the Account Balances table, where your budget data will reside. In addition, the PC Support program handles the data from different spreadsheets or other software packages differently. For example, PC Support might insert blank characters and left-justify all fields.

You should print the PC Budget Source File Report to show the spreadsheet data that you uploaded to the PC Budget Upload file on the AS/400. This DREAM Writer report can help you identify the spreadsheet fields, their length, and their sequence. You need this report to determine whether the file layout of the temporary file:

- Changed when you uploaded it to the PC Budget Upload file
- Differs from the layout for the Account Balances table

If your company uploaded more than one budget spreadsheet format, run this program separately for each budget that is formatted differently.

Note: Format here includes both column layouts and cell formats.

After you print the report, you can use it to define the fields to be uploaded to the Account Balances table.

To Complete the Upload

On PC Budget Source File Report

1. Use the report to create version mapping in P14110MAP. Create a version of P14110 and reference the version of the MAP created.
2. Run P14110 in proof mode to review the results.
3. Run in Final mode when results are correct.
4. View results in P14101 if period amounts uploaded or P14103 if annual amounts uploaded.

Note: It might be necessary to recompile F14112 in order for the mapping to work correctly.

```

5738SS1 V2R3M0 931217          COPY FILE          PGFDTA71/F14112  BUDGET          04/10/17 12:17:13 Page 1
From file . . . . . : PGFDTA71/F14112          Member . . . : BUDGET          Record format . . . . . : QDFTFMT
Record length . . . : 625
To file . . . . . : *PRINT


      SEQNBR *...+... 1 ...+... 2 ...+... 3 ...+... 4 ...+... 5 ...+... 6 ...+... 7 ...+... 8 ...+... 9 ...+... 0  DATE
      100 90.8115      3100      3100      3100      3100      3100      3100      3100      3100      3100
           3100      3100      3100
      200 90.8116      7500      7500      7500      7500      7500      7500      7500      7500      7500
           7500      7500      7500
      300 90.8118      6120      6120      6120      6120      6120      6120      6120      6120      6120
           6120      6120      6120

3 records copied to member or label *N in file QSYSPT in library QSYS. 0 records excluded.
    
```

Processing Options

See [Print Upload Text File \(P14110PRT\)](#).

Defining the Fields for Account Balances

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Other Budgeting Methods From Other Budgeting Methods (G1421), choose Upload Field Definition
---	--

Your PC budget spreadsheet can have any file layout that you need. However, you must “map” or link the spreadsheet fields in the temporary file to those in the Account Balances table before you can finish uploading your budgets.

The exact format of your temporary file depends on the spreadsheet program you use and any changes made by the PC Support program during uploading. Print your temporary file to verify the contents of this file.

Using the printout of the temporary file, you can define the fields in your budget for the Upload Field Definition program. This program provides the map for the upload to the Account Balances table. When you define the fields, you need to know the following characteristics of each field in the temporary file:

- Starting position
- Length
- Justification
- Sequence

If your spreadsheet program uses a flat file to export data in ASCII format, all fields are left-justified. If your spreadsheet program uses a print file, numbers are right-justified and characters are left-justified.

The fields in the Account Balances table to which you can upload budget information are listed below. Their data dictionary names and length are included.

Field	Length
General ledger account number (ANI)	29 alphanumeric characters
Subledger (SBL)	8 alphanumeric characters
Subledger type (SBLT)	1 alphanumeric character
Requested budget amount (BREQ)	15 numeric characters
Approved budget amount (BAPR)	15 numeric characters
Final budget amount (BORG)	15 numeric characters

Field	Length
Detail period amounts (AN01 - AN14)	14 fields that are 15 numeric characters each

Example: File Layouts and Field Definitions

The following example represents a print file where each field is 10 characters long. Generally, it shows the differences in alignment between numeric and alphabetic fields. Specifically, it shows how a budget spreadsheet containing business unit.object.subsidiary in a single field would look.

```
*---+----1---+----2---+----3---+---
210.8740.AIR.....> <.....1500
```

The first field begins in column 1, is left-justified, and contains 20 characters, ending in column 20. The next field begins in column 23, is right-justified, and contains 10 characters, ending in column 32.

To map a field for uploading to the Account Balances table, you specify both the beginning position and the length of the field. Use the format X Y, separating X from Y with a space, where:

- X specifies the starting position of the field
- Y specifies the length of the field

Using the layout in the example, specify the first and second fields as follows:

- 1 20 (defines the first field, the business unit.object.subsidiary)
- 23 10 (defines the second field, the final budget amount)

This mapping is specific to the processing options for the Upload Field Definition program. Use it to define the contents of the PC Budget Upload file (F14112).

What You Should Know About

Uploading period or annual amounts

You need to upload either period budget information or annual budget information, not a combination of the two.

- To upload fields for a period budget, provide mapping instructions for each period you want to upload. The system totals the period amounts and updates the appropriate annual budget in the Account Balances table.
- To upload fields for an annual budget, provide mapping instructions for the fields for one of the budgets: Requested, Approved, or Final.

Processing multiple spreadsheets

If your company uploads several PC budget spreadsheets, you can process them together or separately.

- To process all budgets together, you need only one version of this program to map the fields.
- To process each budget separately, you must create a separate version for each budget, or change the member selection each time you process.


Omitting a field

To omit a field (not upload it to the Account Balances table), leave the related processing option blank. The system will fill period amount fields with zeroes.

Processing Options

See [PC Budget Upload \(P14110MAP\)](#).

Uploading the Fields to Account Balances

	From General Accounting (G09), choose Budgeting From Account Budgeting (G14), choose Other Budgeting Methods From Other Budgeting Methods (G1421), choose Upload/Conversion
---	--

After you define the fields for your PC budget, run the Upload/Conversion program to upload the information to the Account Balances table. This DREAM Writer program uses the information in the PC Budget Upload file and the mapping information you specified in the Upload Field Definition program.

For period budgets, the program sets the budget pattern code to DNS (do not spread). For annual budgets, the program updates the fields for the budget cycles you specify in the processing option.

You can run this program in proof or final mode. If you choose proof mode, the system only prints a report that you can review to determine whether to change or delete any information. It does not upload the fields to the Account Balances table. To upload, you must run the program in final mode.

In final mode, the system prints a report and uploads the fields to the Account Balances table.

The report contains no amount information. It lists the records created or changed in the Account Balances table and any errors that occurred. Examples of errors include:

- Account numbers not set up in the Account Master table (F0901)
- Invalid subledgers or subledger types
- Fiscal date patterns not set up for the fiscal year
- Invalid ledger types

14110	JD Edwards World	Page No. 2
.pa	Process PC Budget Upload - Proof	Date - 4/10/17
Proof Mode		
Account Activity	Account Description	
-----	-----	
Account to be changed	90.8115	
Account to be changed	90.8116	
Account to be changed	90.8118	

See Also

- *Entering Annual Budget Amounts (P14102)* for more information about budget cycles
- *Defining the Fields for Account Balances (P014110MAP)* for more information about processing more than one budget at a time

Processing Options

See [PC Budget Upload \(P14110\)](#).

7 Periodic and Annual Processes

Overview to Periodic and Annual Processes

Objectives

- To understand why you need to run integrity reports
- To close the current accounting period
- To change the financial reporting date
- To close the current fiscal year

About Periodic and Annual Processes

There are several tasks you should complete as part of your periodic and annual processes. These tasks include:

- Printing integrity reports
- Closing an accounting period
- Changing a financial reporting date
- Understanding the fiscal year close
- Closing a fiscal year

In addition to these tasks, your organization should develop its own detailed periodic and annual tasks and include them in your internal documentation.

See Also

- *Working with AAI's (P00121)*
- *Working with User Defined Codes for General Accounting (P00051)*
- *About User Defined Codes for General Accounting (P00051)* for more information about how to control whether budgets amounts are rolled to the new year

What Happens When You Close an Accounting Period?

When you close an accounting period, the system resets the date it uses for date editing purposes. If you create entries with G/L dates after the current period and the period following it, you receive a warning or hard error such as PACO (Post After Cut Off). If you create entries in an accounting period that is closed, you receive a PBCO (Post Before Cutoff) warning or error.

What Happens When You Close a Fiscal Year?

When you close a fiscal year, the system calculates and updates retained earnings, then carries beginning balances forward to the next fiscal year. You should close the Accounts Receivable, Accounts Payable, and General Accounting systems for a company so that the system can calculate retained earnings correctly. You can close only one year at a time.

When you close a fiscal year, the system:

- Updates records in the Account Balances table (F0902).
- Updates information for the next fiscal year.
- Includes entries that are posted to the retained earnings account in the final retained earnings figure and prints a retained earnings report.
- Does not set profit and loss accounts to zero. The system retains inception-to-date amounts for these accounts, but shows their balance forward amounts as zeros.
- Does not change the current accounting period or fiscal year. You must do this manually.

The Close Year program updates the retained earnings account that is assigned to AAI item GLG4. The program also updates balances for each account, as follows:

Account	Description
Prior Year-End Net Posting	For each account, the program summarizes year-to-date activity for the current fiscal year.
Balance Forward	For each account, the program summarizes the balance forward for the current fiscal year and the year-to-date activity for the same year. On reports and forms, the balance forward amount for profit and loss accounts is zero. The system stores the balance forward for these accounts to use for inception-to-date reporting.
Original/Beginning Budget	The original or beginning budget is the balance record of the current fiscal year that the system uses to copy budgets to the balance record of the new year. This copy feature is particularly useful for job costing, in which rolling over budget amounts from one year to the next is common.

Which AAIs Does the System Use?

The system uses the following AAI items when you close a fiscal year:

AAI	Description
GLG4 (retained earnings)	<p>This defines the G/L account number that contains the retained earnings of each company. If each company closes to a different object account for retained earnings, JD Edwards World recommends that you set up this item for each company.</p> <p>If you close all companies to the same object account for retained earnings, you can set up a single GLG4 item for company 00000 with a blank business unit. The program uses the company number for the business unit. For example, company 00100 would close to business unit 100.</p> <p>If you store account balances by currency, the system summarizes the retained earnings account for each currency in the Account Balances table. The Originated In Currency field for retained earnings is blank. Even if item GLG4 is in the range of accounts to include account detail, the system summarizes the amount.</p>
GLG6 (beginning revenue account)	This defines the beginning of your range of profit and loss accounts.
GLG12 (ending profit and loss account)	This defines the end of your range of profit and loss accounts. If you do not define this AAI, the system uses account 999999.99999999 as the default.

If you close the year, change any of these AAI items, and then rerun the close, you might get different results.

Which Ledger Types Does the System Use?

The system calculates retained earnings for your ledger types based on two user defined codes:

- 09/LA. Assign ledger types to this user defined code if the ledgers do not need to balance.
- 09/LP. Assign ledger types to this user defined code if the ledgers must balance.

The system calculates retained earnings for the AA (actual amounts) and AZ (cash basis) ledger types, even if you assign them to one of the user defined code lists.

What Happens with Budgets?

When you close a fiscal year, the system calculates the balance forward for all accounts, including those accounts with budget ledger types. Budget ledgers are typically used for job costing. Because a job might not be finished within a year, you should roll the original budget forward to the next year for the following job cost ledger types:

- JA (job cost budget amounts)
- JU (job cost budgeted units)
- PA (job cost commitments for amounts)

- PU (job cost commitments for units)

You control how to handle the original budget amount with a processing option and user defined code list (00/LT). The following rules apply to budget ledger types:

- If you want the system to update budget amounts, you must set up each budget ledger type in user defined code list (00/LT). If you do not set up a ledger type, the system will not roll amounts to the new fiscal year.
- If next year's record in the Account Balances table already exists, you can use a processing option to control whether the system updates the original budget amount.
- If next year's record in the Account Balances table does not exist, the system ignores the processing option. Instead, it uses the budget ledger type to determine whether to roll the original budget amount.

Print Integrity Reports

Printing Integrity Reports

Integrity reports supplement your internal balancing procedures and locate any data inconsistencies. You should print these reports before you close an accounting period or fiscal year, as well as between closings, so that you can correct problems in a timely and efficient manner. Integrity reports are also an integral part of the installation of and conversion to the JD Edwards World system.

The two types of integrity reports are as follows:

- [Batch Header Integrity Reports](#)
- [General Ledger Integrity Reports](#)

These reports are DREAM Writer reports.

Integrity reports are current the day that you print them. That is, you cannot print them as of a specific date. Some of the integrity reports are exception reports that:

- Print only discrepancies
- Alert you to discrepancies between ledgers

Caution: If you do not print integrity reports on a periodic basis, you risk compromising your accounting data.

Before You Begin

- Ensure that you have posted all transactions.


See Also

- *Printing and Correcting Integrity Reports (P04701) in the Accounts Payable Guide*
- *Printing and Correcting Integrity Reports (P03701) in the Accounts Receivable Guide*

Batch Header Integrity Reports

Use batch header reports to locate and correct problems in the Batch Header table (F0011).

Unposted Batches Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Unposted Batches
---	--


Print the Unposted Batches report to locate any unposted batches. This report:

- Should be run prior to period-end procedures
- Is sequenced by batch type, then batch number
- Is a printed version of General Journal Review

See Also

- **Printing Unposted Batches (P007011) in the General Accounting II Guide**

Transaction to Batch Headers Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Transactions to Batch Headers
---	---


Print the Transaction to Batch Headers report to locate and correct inconsistencies in the Batch Header table. You should print this report weekly to locate:

- Transactions without a batch header record in the Batch Header table. The system produces a combined report that is sorted by batch type for the Accounts Receivable Ledger (F0311), Accounts Payable Ledger (F0411), and Account Ledger (F0911) tables.
- Unposted transactions with a batch header record of D (posted).

See Also

- **Correcting Transactions to Batch Records (P007021) in the General Accounting II Guide**

Batch to Detail and Out-of-Balance Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Batch to Detail and Out of Bal
---	--


Print the Batch to Detail and Out-of-Balance report to:

- Locate batches posted out of balance.
- Locate batch header records with no detail records.
- Delete empty batch headers.
- Update a batch header record to a post status if the detail records in the Accounts Receivable Ledger, Accounts Payable Ledger, and Account Ledger batches are posted, but the batch header record is not posted.

See Also

- *Correcting Out-of-Balance Batches (P007031) in the General Accounting II Guide*

Company by Batch Out-of-Balance Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Company by Batch Out of Bal
---	---

Print the Company by Batch Out-of-Balance report to locate out-of-balance postings by company within a batch.

For example, if you have a batch with a debit amount of 500 for company 1 and a credit amount of 500 for company 100, the journal entry and the batch net to zero. This batch appears on the Company by Batch Out-of-Balance report. It does not, however, appear on the Batch to Detail and Out-of-Balance report.

See Also


- *Correcting Out-of-Balance Batches by Company (P09706) in the General Accounting II Guide*

General Ledger Integrity Reports

General ledger integrity reports are helpful during the conversion process. Print them to verify that:

- Accounts are in balance on a period-by-period basis
- All transactions within a company are in balance
- Intercompany settlement accounts are in balance
- The company number in the Account Master table matches the following tables:
 - Business Unit
 - Account Balance
 - Account Ledger

Companies in Balance Report


	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Companies in Balance
---	--

Print the Companies in Balance report to review each company's net balance, which should be zero. This report is based on the Account Balances table and should be run as often as possible. Printing this report is important if you do intercompany settlements.

See Also

- *Correcting Company Imbalances (P097001) in the General Accounting II Guide*

Intercompany Accounts in Balance Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Intercompany Accts in Balance
---	---

Print the Intercompany Accounts in Balance report to locate imbalances between corresponding intercompany accounts. This report:


- Prints only discrepancies
- Shows when the hub or detail intercompany method is not in balance
- Compares account balances among various companies
- Prints intercompany accounts if they do not net to zero

You should print this report when you print the Companies in Balance report.

See Also

- *Correcting Intercompany Account Imbalances (P097011) in the General Accounting II Guide*

Accounts without Business Units Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Accounts w/o Business Units
---	---

Print the Accounts without Business Units report to locate records in the Account Master table (F0901) that do not have a:


- Business unit master record
- Valid company number

The system uses the company number assigned to a business unit on Business Units by Company to update the company number in the Account Master table.

See Also

- *Running the Accounts without a Business Unit Report (P097041) in the General Accounting II Guide*

Account Balance without Account Master Report

	From General Accounting (G09), choose Integrity Reports & Updates From Integrity Reports & Updates (G0922), choose Acct Balance w/o Acct Master
---	--

Print the Account Balance without Account Master report to locate records in the Account Balance table that do not have a:

- Master record
- Valid company number

This integrity report updates the company number from the account master record.

See Also

- *Running the Account Balance without Account Master Report (P097031) in the General Accounting II Guide*

Transactions without Account Masters Report



From General Accounting (G09), choose **Integrity Reports & Updates**
From Integrity Reports & Updates (G0922), choose **Transactions w/o Acct Master**

Print the Transactions without Account Masters report to locate records in the Account Ledger table that do not have a:

- Account Master record
- Valid company number

This integrity report updates the account number from the account master record.

See Also

- *Running the Transactions without Account Master Report (P097021) in the General Accounting II Guide*

Account Balance to Transactions Report



From General Accounting (G09), choose **Integrity Reports & Updates**
From Integrity Reports & Updates (G0922), choose **Acct Balance to Transactions**

Print the Account Balance to Transactions report to locate imbalances on a period-by-period basis between the Account Balances and Account Ledger tables. You can print this report by:

- Fiscal year
- Ledger type
- Company

See Also

- *Correcting Account Balances to Transactions (P09705) in the General Accounting II Guide*

Close an Accounting Period

Closing an Accounting Period



From General Accounting (G09), choose **Periodic & Annual Processes**
From Periodic & Annual Processes (G0924), choose a close option under Periodic Processes

There is no special processing required to close an accounting period. You simply increment the current period by one.

To close an accounting period, follow one of these procedures:

- Closing an accounting period for one company
- Closing an accounting period for multiple companies

The current period for the Accounts Receivable and Accounts Payable systems can be later, but not earlier, than the current period for General Accounting. This means:

- You can close A/R and A/P separately from G/L, so that each system can be using a different period for the current period. However, if all three systems are in the same period, closing G/L alone closes and increments the current period for all three systems.
- You can reopen a G/L period without reopening that period for A/R and A/P. For example, you might reopen a period if you do not allow entries to a prior period in the general accounting constants, and you need to create entries in a prior period.

It is common, but not required, to close systems in the following order:

1. Accounts Payable
2. Accounts Receivable
3. General Accounting

When you close an accounting period, the system resets the date it uses for date editing purposes. If you create entries outside the current period, you receive one of the following warnings or hard errors:

- PBCO (Post Before Cut Off) for entries in a prior closed period
- PACO (Post After Cut Off) for entries in a future period
- WACO (Post Way After Cut Off) for entries in a future year
- PYEB (Prior Year-End Balance) for entries in a prior closed year

What You Should Know About

Reopening a period

To reopen a period, you decrease the period by one for a specific company. For example, if the company is currently operating in period 6, you can change it to period 5.

Financial reports

It is common to close an accounting period before you print financial reports for that period. You can print financial reports for any prior period.

See [Changing a Financial Reporting Date](#).

Checklist for Closing an Accounting Period

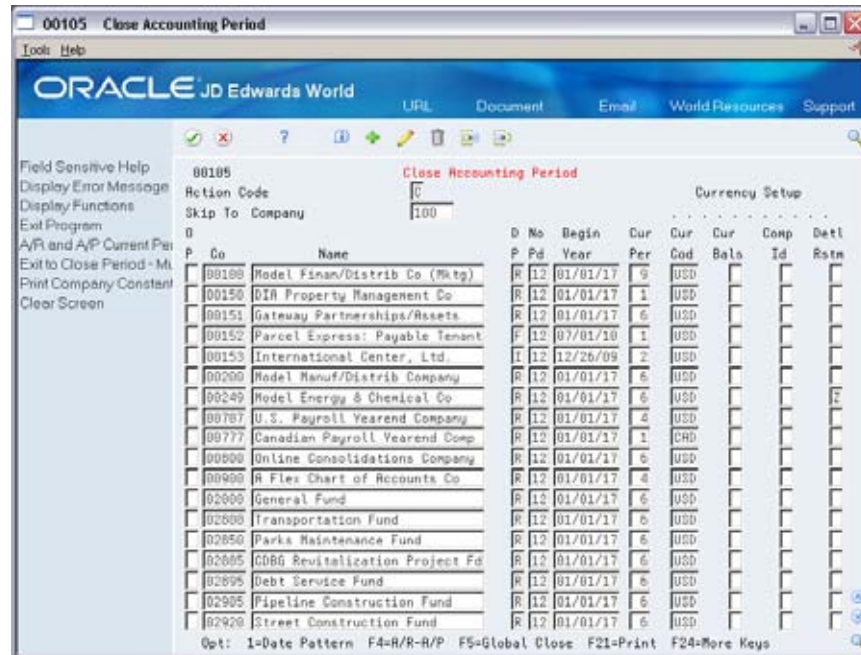
Closing an accounting period involves a number of internal steps in addition to changing the current period. The following is a generic checklist of procedures. You should develop your own list of procedures to perform before and after closing an accounting period.

- Enter period-end accruals
- Review and post all batches
- Run integrity reports and correct errors
- Reconcile general ledger and bank accounts
- Close the accounting period for A/P, A/R, and G/L
- Run financial reports

To close an accounting period for one company

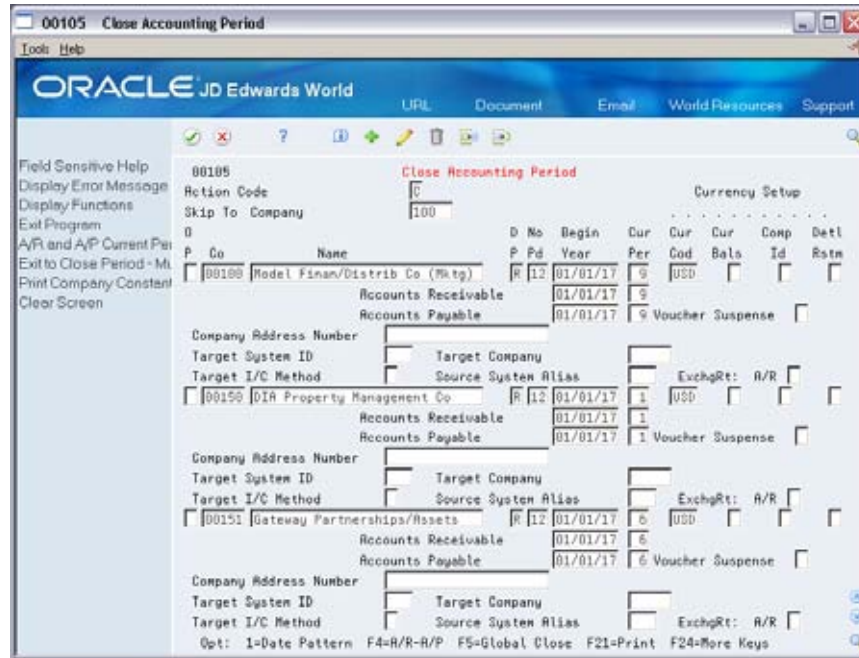
You can close the accounting period one company at a time.

On Close Accounting Period



1. Locate the company.
2. Use the Change action to increment the value in the following field:
 - Current Period

This closes the period for G/L, A/R, and A/P.
3. To close A/R and A/P for the period and leave G/L open for final reporting for that period, access the detail area.



4. Use the Change action to increment the values in the following fields:

- Current Period-Accounts Receivable
- Current Period-Accounts Payable

Field	Explanation
Period Number - Current	A number that identifies the current accounting period (from 1 to 14). The system uses this number to generate error messages, such as PBCO (Posted Before Cut Off) and PACO (Posted After Cut Off).
Period Number - Accounts Receivable	A number indicating the current accounting period for Accounts Receivable. The system uses the current period number to determine posted before and posted after cut off warning messages.
Period Number - Accounts Payable	A number indicating the current accounting period for Accounts Payable. The system uses the current period number to determine posted-before and posted-after-cutoff warning messages.

What You Should Know About

Updating company constants

Close Accounting Period is the same form as Company Numbers & Names. The system updates any additions, changes, or deletions you make on either form in the Company Constants table (F0010).

To close an accounting period for multiple companies

You can close the accounting period for many companies at the same time if the companies have the same current period and fiscal year.

On Close Period - Multiple Companies

1. Do one of the following:
 - Complete these fields:
 - Company From
 - Thru
 - Complete these fields:
 - Beginning Fiscal Date
 - Fiscal Date Pattern
2. Complete the following fields for the appropriate systems:
 - Curr Per No (Current Period Number)
 - Fiscal Year

Field	Explanation
Beginning Fiscal Date	The first day of the fiscal year. A fiscal year spanning 1998 - 1999 and beginning September 1 would be entered as 090198 (US date format).

Field	Explanation
Fiscal Date Pattern	A code that identifies date patterns. You can use one of 15 codes. You must set up special codes (letters A through N) for 4-4-5, 13 period accounting, or any other date pattern unique to your environment. An R, the default, identifies a regular calendar pattern.

What You Should Know About

Closing all companies To close all companies at the same time, enter ALL in the Company From field.

Change a Financial Reporting Date

Changing a Financial Reporting Date



From General Accounting (G09), choose **Periodic & Annual Processes**
From Periodic & Annual Processes (G0924), choose **Revise Financial Report Date**

It is common to close an accounting period before printing financial reports. To do this, use a financial reporting date that is different from the current period and year. You might need to change this date using the Revise Financial Report Date program.

The financial reporting date is used by all financial reports and FASTR. You can override this date in the processing options of a DREAM Writer version by selecting a specific period and fiscal year.

When you add a company, the system sets the financial reporting date for that company to the current accounting period and fiscal year. This date is updated only when you manually change it.

The system updates the company record in the Company Constants table (F0010).

To change a financial reporting date

On Revise Financial Report Date

The screenshot shows the 'Revise Financial Report Date' program window in Oracle JD Edwards World. The window title is '001019 Revise Financial Report Dat'. The interface includes a menu bar with 'Tools' and 'Help', and a toolbar with various icons. The main area displays the program name '001019 Revise Financial Report Date' in red. Below this, there are four input fields: 'Action Code' with a dropdown menu showing 'C', 'Company' with a text box containing '100', 'Financial Reporting Period' with a text box containing '6', and 'Financial Reporting Year' with a text box containing '17'. A 'Field Sensitive Help' menu is visible on the left side of the window. At the bottom of the window, it says 'F24=More Keys'.

1. Locate the company.
2. Change the following fields:
 - Financial Reporting Period
 - Financial Reporting Year
3. To change the reporting date for other companies, page up or down.

Field	Explanation
Financial Reporting Period	This period number allows you to specify a default financial reporting date different from the actual accounting period. Because financial report preparation often lags behind the actual closing of books, this facility allows you to close a month without having to finish all financial statements. By changing this single parameter, you can execute any prior period financial statement.
Financial Reporting Year	The year in which the financial reports are to be prepared. If your fiscal year is not a calendar year, the fiscal reporting year must be the same year that is associated with the first reporting period. For example, a fiscal year that spans 1998-1999 would be entered as 98, which is based on the first period's ending date.

What You Should Know About

Changing the financial reporting date for a range of companies

To change the financial reporting date for a range of companies, it is easier to use Close Period - Multiple Companies.

The financial reporting date for company 00000

The financial reporting date for company 00000 should be the same date that is used for your other companies. The following reports use the reporting date for company 00000 (unless the first data sequence is company or business unit):

- Simple Income Statement
- Simple Balance Sheet

Understand the Fiscal Year Close

About the Fiscal Year Close

When you close a fiscal year, the system calculates and posts retained earnings, then carries beginning balances forward to the next fiscal year. You should close the Accounts Receivable and the Accounts Payable systems for a company for year-end reconciliations to the general ledger. You should close the General Accounting system so that the system can calculate the retained earnings correctly.

Closing an accounting year generally involves running integrity tests and setting up Automatic Accounting Instructions (AAIs) and ledger types. Each organization's needs are different and can have additional steps such as printing company specific reports.

Note: Ensure that your organizational specific fiscal year processes are included in your internal documentation.

The following examples illustrate what happens before and after you close the fiscal year.

Example: Fiscal Year Close for Income Statement Accounts

Before the Close

The following shows an income statement account and its monthly net and cumulative balances, before fiscal year 2017 is closed.

	Net	Bal FWD	Cumulative
PYE Net Posting	329,420.00-		
Net Posting:			
01/31/17			1,500.00-
02/28/17	1,500.00-		1,500.00-
03/31/17			1,500.00-
04/30/17	115,592.00-		117,092.00-
05/31/17	126,194.82-		243,196.82-
06/30/17	131,811.92-		375,008.74-
07/31/17			375,008.74-
08/31/17			375,008.74-
09/30/17			375,008.74-
10/31/17			375,008.74-
11/30/17	135.00-		375,143.74-
12/31/17			375,143.74-

Note the following:

- Prior year end net posting (APYN) for 2016 = 329,420.00-
- Prior year end cumulative (APYC) = 0. There is no cumulative balance forward because this is an income statement (profit and loss) account.
- Net posting for 2017 = 375,143.74-

After the Close

The following shows the income statement account, after fiscal year 2017 is closed.

	Net	Bal FWD	Cumulative
PYE Net Posting	375,143.74-		
Net Posting:			
01/31/18			
02/28/18			
03/31/18			
04/30/18			
05/31/18			
06/30/18			
07/31/18			
08/31/18			
09/30/18			
10/31/18			
11/30/18			
12/31/18			

Note the following:

- Prior year end net posting (APYN) = 375,143.74-
- Cumulative balance forward for 2017 = blank. The system stores the cumulative information, but does not display it. It stores this information so that you can see inception-to-date amounts on other forms and reports.

Example: Fiscal Year Close for Balance Sheet Accounts

Before the Close

The following shows a balance sheet account and its monthly net and cumulative balances, before fiscal year 2017 is closed.

The screenshot shows the Oracle JD Edwards World interface for the 'Account Balance by Month' report. The account is identified as 'Petty Cash' with account number '1.1105'. The fiscal year is set to '17'. The report displays a table with columns for 'Net' and 'Cumulative' balances, along with 'PVE Net Posting' and 'Net Posting' for each month from 01/31/17 to 12/31/17. The 'Bal. FWD' column shows a blank value for the start of the year.

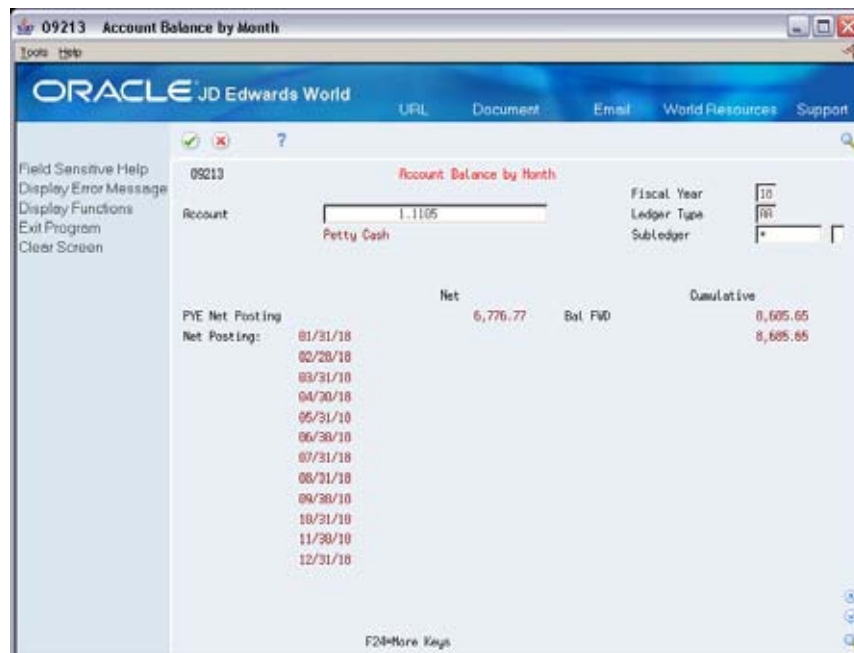
	Net	Bal. FWD	Cumulative
PVE Net Posting	408.88		1,908.88
Net Posting:	4,027.73		5,936.61
02/28/17	200.00		6,136.61
03/31/17	300.00		6,436.61
04/30/17	200.00		6,716.61
05/31/17	103.60		6,900.21
06/30/17	1,285.44		8,185.65
07/31/17			8,185.65
08/31/17			8,185.65
09/30/17			8,185.65
10/31/17	158.88		8,335.65
11/30/17	350.00		8,685.65
12/31/17			8,685.65

Note the following:

- Prior year end net posting (APYN) for 2016 = 408.88. There is a cumulative balance forward because this is a balance sheet account.
- Inception-to-date (ITD) = 1,908.88
- Net posting for 2017 = 6,776.77

After the Close

The following shows the balance sheet account after fiscal year 2017 is closed.



Note the following:

- Prior year end net posting (APYN) for 2017 = 6,776.77
- Inception-to-date (ITD) = 8,685.65
- Next year's (2018) cumulative balance forward = the prior year's (2017) ending cumulative balance

Example: Fiscal Year Close for Retained Earnings Account

Before the Close

The following shows a retained earnings account balance from 2016, before fiscal year 2017 is closed.

09213 Account Balance by Month

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
Display Error Message
Display Functions
Exit Program
Clear Screen

09213

Account: 1-4900
Retained Earnings

Fiscal Year: 17
Ledger Type: RR
SubLedger: *

	Net	Bal FWD	Cumulative
PYE Net Posting	336,870.34-		1,936,370.34-
Net Posting:			
01/31/17			1,936,370.34-
02/28/17			1,936,370.34-
03/31/17			1,936,370.34-
04/30/17			1,936,370.34-
05/31/17			1,936,370.34-
06/30/17			1,936,370.34-
07/31/17			1,936,370.34-
08/31/17			1,936,370.34-
09/30/17			1,936,370.34-
10/31/17			1,936,370.34-
11/30/17			1,936,370.34-
12/31/17			1,936,370.34-

F24=More Keys

Note the following:

- Prior year end net posting (APYN) for 2016 = 336.870.34-. This is the retained earnings amount for 2016.
- The cumulative balance for the retained earnings account is generated by the system and is stored in the Account Balances table (F0902) only.

After the Close

The following shows the retained earnings account after fiscal year 2017 is closed.

09213 Account Balance by Month

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
Display Error Message
Display Functions
Exit Program
Clear Screen

09213

Account: 1-4900
Retained Earnings

Fiscal Year: 18
Ledger Type: RR
SubLedger: *

	Net	Bal FWD	Cumulative
PYE Net Posting	110,700.33-		2,047,150.67-
Net Posting:			
01/31/18			2,047,150.67-
02/28/18			2,047,150.67-
03/31/18			2,047,150.67-
04/30/18			2,047,150.67-
05/31/18			2,047,150.67-
06/30/18			2,047,150.67-
07/31/18			2,047,150.67-
08/31/18			2,047,150.67-
09/30/18			2,047,150.67-
10/31/18			2,047,150.67-
11/30/18			2,047,150.67-
12/31/18			2,047,150.67-

F24=More Keys

Note the following:

- Prior year end net posting (APYN) for 2017 = 110,780.33.
- Only the Prior Year End Net and Cumulative fields are updated with the prior year's (2017) retained earnings amount.
- As each period in 2018 is closed, the cumulative balance from 2017 is carried forward.

Set Up Ledger Types for the Annual Close

Setting Up Ledger Types for the Annual Close

The Annual Close program (P098201) automatically:

- Creates a new F0902 Account Balance records for the new fiscal year
- Updates the Balance Forward field and Prior Year Net Posting field with amounts for all ledger types that are selected to be closed.

However, there are some ledgers for which you will need to create UDC values.

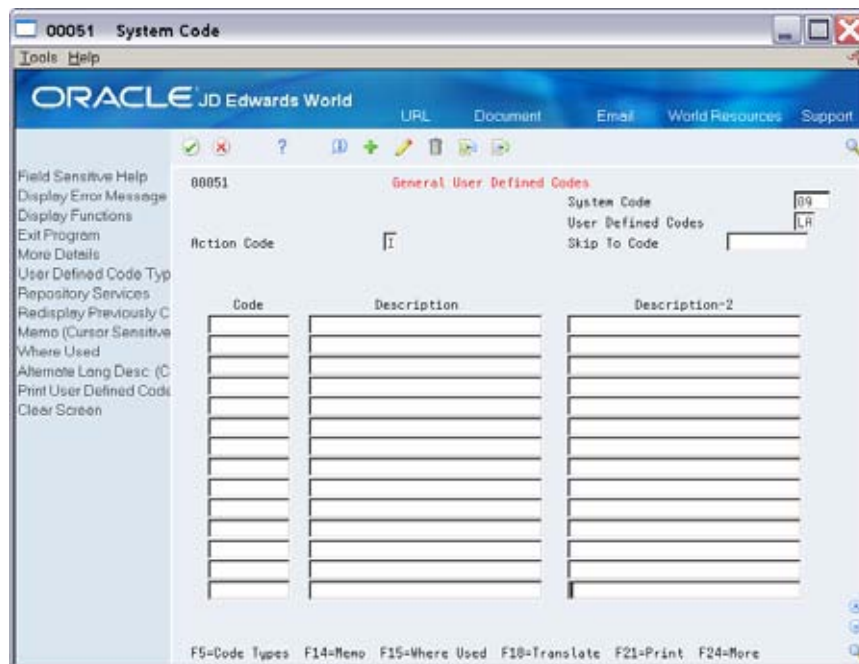
Specifying UDC Values



From General Accounting (G09), Enter UDC in the Selection or command line

You access each of the UDC tables in the same way.

From General User Defined Codes



1. Complete the following fields

- System Code

- User Defined Codes
2. Use the Inquiry Action and press Enter.

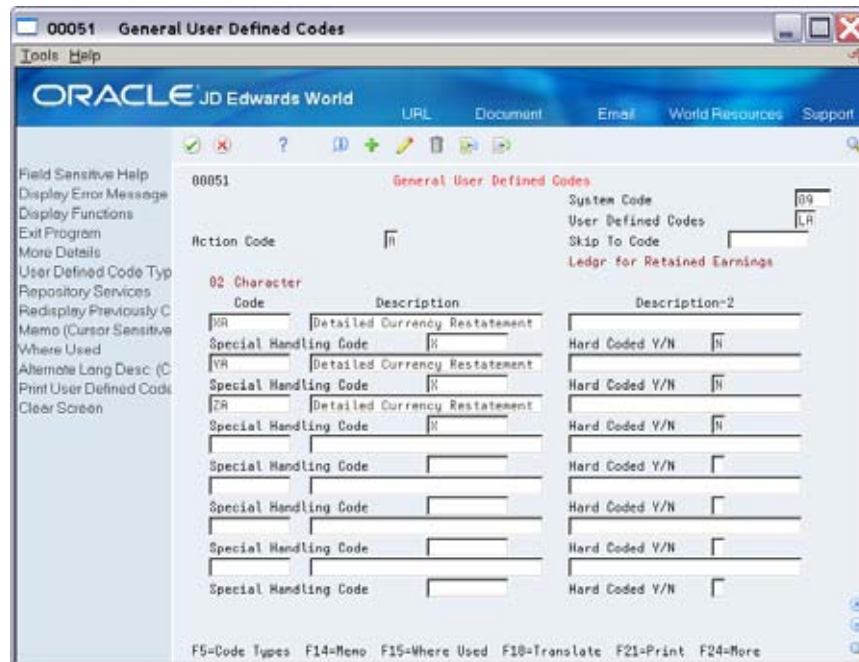
What You Should Know About

- System Code** The system code identifies the category of the transaction. For example 09 is the code for General Accounting
- User Defined Code** The User Defined Codes filed identifies a specific UDC table

Accounts not required to balance (09/LA)

UDC table 09/LA identifies those ledger types which are not required to balance, when posting to GL and for which retained earnings is to be calculated.

From General User Defined Codes



1. Enter 09 the following field:
 - System Code Field
2. Enter LA in the following field:
 - User Defined Codes
3. Use the Inquire action and press Enter.
4. Access the Detail Area. (F4)
5. Complete the following fields, as needed:
 - Code

- Description
- Special Handling Code

It is necessary to populate the Special Handling Code field with a non-blank value in the first position in order for the system to calculate retained earnings for that ledger type.

Note: JD Edwards World calculates retained earnings automatically for the AA and AZ ledgers. It is not necessary for you to setup either ledger type in this or the preceding UDC table.

6. Use the Change or Add action, as needed and press Enter.

Ledger types required to balance (09/LP)

User Defined Code table 09/LP identifies those ledger types, which are required to balance, when you post to GL and for which retained earnings is to be calculated.

The screenshot shows the 'General User Defined Codes' window in JD Edwards World. The window title is '00051 General User Defined Codes'. The main area displays a table with the following data:

Code	Description	Hard Coded Y/N
09	Net Insider Ledger	<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>
Special Handling Code		<input type="checkbox"/>

On the right side of the window, the following fields are visible:

- System Code: 09
- User Defined Codes: LP
- Skip To Code: [Blank]
- Ledger Types for Post Balancing

At the bottom of the window, the following function keys are listed: F5=Code Types, F14=Memo, F15=Where Used, F18=Translate, F21=Print, F24=More.

1. Enter 09 in the following field:
 - System Code Field
2. Enter LP in the following field:
 - User Defined Codes
3. Use the Inquire action and press Enter.
4. Access the Detail Area. (F4)
5. Complete the following fields, as needed:
 - Code
 - Description

- **Special Handling Code**

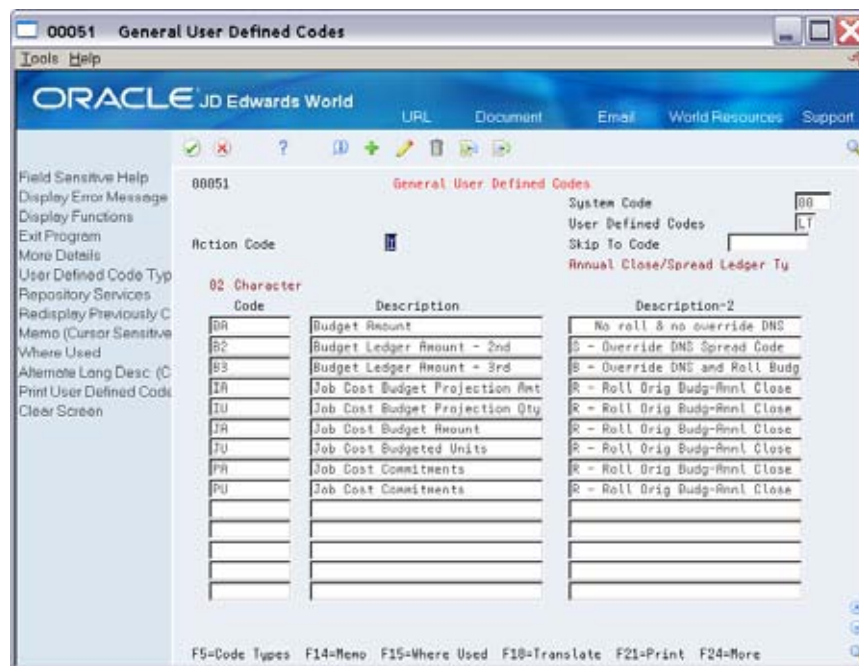
It is necessary to populate the Special Handling Code field with a non-blank value in the first position in order for the system to calculate retained earnings for that ledger type.

Note: JD Edwards World calculates retained earnings automatically for the AA and AZ ledgers. It is not necessary for you to setup either ledger type in this or the preceding UDC table.

6. Use the Change or Add action, as needed and press Enter.

Budget Ledger Types (00/LT)

User Defined Code table 00/LT identifies budget ledger types and controls how the original budget amount field (BORG) is updated. If processing option 2 of the annual close program is populated with a 1, this UDC table is used.



1. Enter 00 the following field:
 - System Code Field
2. Enter LT in the following field:
 - User Defined Codes
3. Use the Inquire action and press Enter.
4. Complete the following fields, as needed:
 - Code
 - Description
 - Description - 2

The value in the first position of the Description-2 field controls how the system updates the original budget amount for the new fiscal year. There are four different values, which you can populate in the first position of Description-2:

Value	Explanation
S	Does not roll the final (original) budget forward to the BORG field of new fiscal year records.
R	Rolls this year's final budget forward to the BORG field of the new fiscal year.
B	Rolls this year's final budget forward to the BORG field of new fiscal year and spreads the amount across the Net Posting fields based on the Budget Pattern Code.
Blank	Does not roll the budget and does not override the DNS code.

Close a Fiscal Year

Closing a Fiscal Year (P098201)



From General Accounting (G09), choose **Periodic & Annual Processes**
From Periodic & Annual Processes (G0924), choose **Close Year**

When you close a fiscal year, the system calculates and posts retained earnings, then carries beginning balances forward to the next fiscal year. You should close the Accounts Receivable and the Accounts Payable systems for a company for year-end reconciliations to the general ledger. You should close the General Accounting system so that the system can calculate the retained earnings correctly.

You can close a year as often as needed; only Account Balance records for the next fiscal year will be updated. If the records do not exist, they are created. If the F0902 records already exist, the Balance Forward field will be updated as necessary.

For example, you can:

- Close the year immediately to move the financial reporting period forward, then close the year again after you enter audit adjustments
- Close the fiscal year at any time during the year to update inception-to-date amounts for reporting purposes

When you close a fiscal year, the system produces an annual close report that lists the company closed, and the retained earnings account and amount. Use this report to verify that a company closed successfully.

Comp	FY	Retained Earnings Posting Account	LT	Retained Earnings
100	17	100.4980	AA	16,591,803.36-
100	17	100.4980	AC	
100	17	100.4980	AU	
100	17	100.4980	BA	
100	17	100.4980	BU	
100	17	100.4980	CA	
100	17	100.4980	HA	
100	17	100.4980	HU	
100	17	100.4980	PA	

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Company 00100

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Optionally, you can print a detailed list of the accounts and balance amounts that are used in the retained earnings calculation. This is useful if you need to research potential problems or an incorrect retained earnings amount.

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					Date - 3/22/18
Comp	FY	Account Codes	LT	Year-to-Date	Subledger
100	17	400.6150	AA	96,883.56	
100	17	400.6160	AA	405,211.66	
100	17	400.6170	AA	26,166.25	
100	17	400.7910	AA	126,142.40	
100	17	400.7930	AA	135,808.58	
100	17	400.7940	AA	38,541.11	
100	17	400.7950	AA	131,600.77	
100	17	400.7970	AA	96,023.00	
100	17	400.7990	AA	147,912.95	
100	17	400.8350	AA	70,446.43	
100	17	30.5010	AA	737,843.10-	
100	17	30.6020 STORE	AA	388,616.47	
100	17	30.6310	AA	1,086.68-	
100	17	20.6030	AA	87.91	
100	17	90.8115	AA	15,000.00	
100	17	90.8135	AA	1,147.50	
100	17	90.8145	AA	2.59	
100	17	90.8170	AA	136.00	

				13,065,098.17-	
Comp	FY	Retained Earnings Posting Account	LT	Retained Earnings	
100	17	100.4980	AA	13,065,098.17-	
100	17	100.4980	AU		
100	17	100.4980	CA		

If any errors prevent a company from closing, the errors are listed on the annual close report. The following are examples of errors and solutions.

Error	Resolution
Retained earnings account not set up in the Account Master	Set up the retained earnings account used by AAI item GLG4.
Close program could not find AAI item GLG6	Set up AAI item GLG6 in automatic accounting instructions (AAIs).

If AAI item GLG12 is not set up, an error message does not appear on the annual close report. The system uses account 999999.99999999 as the default.

Before You Begin

- Verify that your AAIs and ledger types are set up correctly.
- Verify that all the transactions have been posted.

What You Should Know About

Length of detailed list

The detailed list for retained earnings can be lengthy. JD Edwards World recommends that you do not print it unless you need to research your retained earnings calculation.

Closing multiple companies to one object account

You can close more than one company to a single retained earnings account. This is necessary if corporate divisions are set up as companies. You would close these divisions to a single retained earnings account to consolidate reporting for the legal corporate entity.

- Intercompany settlements** After closing, you might need to create journal entries for intercompany settlements to keep the companies in balance. The Close Year program posts retained earnings to a retained earnings account for a single company, but does not create automatic entries for intercompany settlements.
- Running the Annual Close** Run the Annual Close at a time when users are not accessing the F0902 balance file. If other programs are running that update the F0902 file, it could cause records to be skipped during the calculation of Retained Earnings.

Checklist for Closing a Fiscal Year

Closing a fiscal year involves a number of internal steps in addition to running the Close Year program. The following is a generic checklist of procedures. You should develop your own procedures to perform before and after running this program.

- Review and post all batches.
- Close the current accounting period. Optionally, you can close the current accounting period when you change the year-end period.
- Enter and post your audit adjustments. Many companies reserve an accounting period for audit adjustments.

You can make audit adjustments without changing the current period back to the prior year ending period. To do this, create an entry using document type && (prior year transactions). The system generates a warning message, but accepts the transaction. You can use this document type only in the journal entry program.

- Run your year-end financial reports, trial balances, and any other reports you require.
- Close the fiscal year to calculate retained earnings and create a record in the Account Balances table (F0902) for the new fiscal year.
- Change the year-end period. The system does not do this automatically. Change the current accounting period (if you have not already done so) and fiscal year on one of the following:
 - Close Accounting Period (menu G0924)
 - Company Numbers and Names (menu G09411)

Data Sequencing and Selection

You cannot change the Data Sequence setup. It is mandatory that you sequence by Fiscal Year, Company and Ledger Type.

Caution: If you change the Data Sequence, you could damage your F0902 file and/or receive unpredictable results.

When selecting data for running the annual close:

- Data Selection must include the Fiscal Year field and that a year is specified.

- Selections for Company and Ledger Type are optional.
- You can only close one year at a time.

Note: If you need to close several fiscal years, then you can create separate versions with the fiscal years specified in each version. Each Annual Close version should not be active in the job queue at the same time.

- You should not specify any other data selections

If you are closing multiple companies to the same retained earnings account:

- You must have a single DREAM Writer version that selects all companies that are being closed together.
- You must have the same fiscal date pattern for companies that are being closed together.

Common Errors

Common errors that occur when you close the fiscal year include:

- After running the Annual Close program (P098201); the system is not calculating Retained Earnings for a ledger type.
- The Balance Sheet accounts for the particular ledger has the Balance Forward amounts in the Account Balance file (F0902) updated for the new fiscal year and the Retained Earnings account is not updated.

These problems could be due to the following:

Factor	Description / Resolution
Ledger Type Not Set Up in UDC Table	<p>The system calculates Retained Earnings automatically for both the AA and AZ ledger types. If you have additional ledgers for which you are calculating Retained Earnings, it is necessary for you to define these ledgers in one of two User Defined Codes (UDC) tables:</p> <ul style="list-style-type: none"> ▪ 09/LA - Enter the ledger types that are not required to balance when posting to GL. ▪ 09/LP - Enter the ledger types that are required to balance when posting to GL.
Special Handling code field is blank	<p>The first (left-most) position of the Special Handling Code field in either UDC 09/LA or 09/LP must be a non-blank value. Populating this field with a non-blank value will signal the Annual Close program to calculate Retained Earnings for a particular ledger type. From either UDC table:</p> <ul style="list-style-type: none"> ▪ Access the detail area. (F4) ▪ Complete the first (left-most) position of the Special Handling Code field.
AAI Not Set Up	<p>AAI item GLG4 defines the Retained Earnings account. If it is not set up, the report produced from the Annual Close will have an error message.</p>

Processing Options

See [Annual Close \(P098201\)](#).

Organization Setup

Objectives

- To understand the basic setup requirements for organizations

About Organization Setup

Before you use the General Accounting system, you must define the basic structure of your organization. This includes:

- Setting up fiscal date patterns
- Setting up companies
- Working with business units

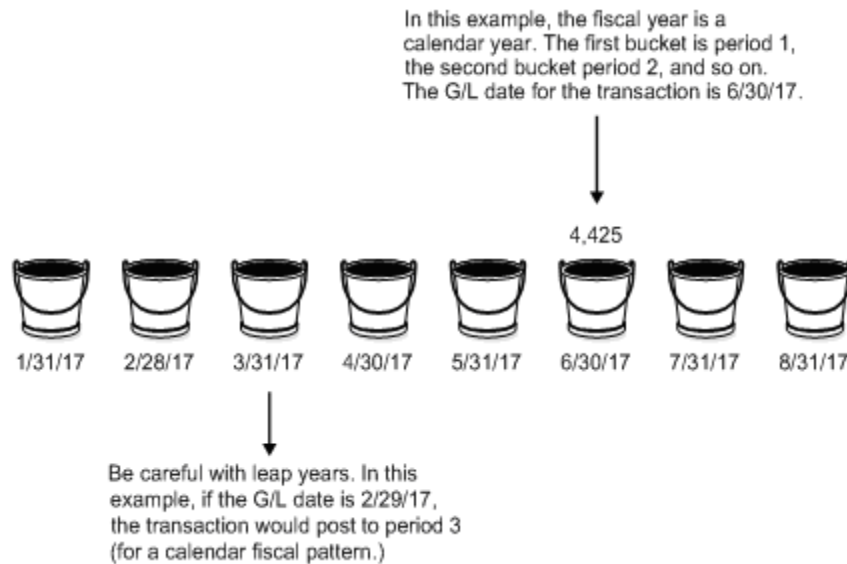
What Are Fiscal Date Patterns?

Fiscal date patterns represent the beginning date for the fiscal year and the ending date for each period in that year. The general ledger must have a calendar, or fiscal pattern, associated with each company in your organization. You can have several fiscal patterns if your companies have different year-end dates.

When you enter transactions, the system uses the G/L date of each transaction to establish which period in the company's fiscal pattern to post. For example, if the fiscal year 2017 is July to June, then the ending date for period 01 would be 07/31/17.

The general accounting system provides flexibility in how you define the fiscal periods for your organizational entities. If you have 13 or 14 accounting periods, you can control whether or not reversing journal entries should be posted to either of these periods. If your normal number of periods is 13, you can select to post reversing journal entries from period 12 to the first period of the next year. If your normal number of periods is 14, you can select to post reversing journal entries from period 13 to the first period of the next year.

Transactions are posted to period “buckets” in the Account Balances table (F0902).



To ensure that transactions post to the correct fiscal period, follow these guidelines:

- You must set up fiscal periods for each fiscal year. This includes future years to which budget entries can be posted and prior years to which balances can be loaded. The system does not create fiscal date patterns automatically.
- You must ensure that no gaps exist in the period ending dates within a specific pattern. For example, you should not set up June 1 through June 30, and July 15 through July 31.
- When you first set up fiscal patterns, you must define the prior year, the current year, and the following year for each pattern code.
- Each period, even the extra audit adjustment periods, must contain at least one day not included in any other period. The following period numbers and period end dates illustrate how you might set up periods 13 and 14 as special audit adjustment periods.
 - 11 (11/30/17)
 - 12 (12/29/17)
 - 13 (12/30/17)
 - 14 (12/31/17)

If you will not use periods 13 and 14 as audit adjustment periods, you can assign periods 12, 13, and 14 the same period end dates.

What Is a Company?

Companies are organizational entities that require a balance sheet and include the following information:

- Company name
- Date pattern
- Beginning date for the fiscal year

- Number of accounting periods
- Current period for the general ledger, accounts payable, and accounts receivable

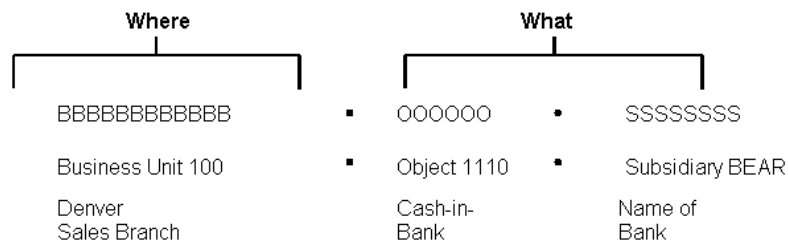
Non-legal entities can be companies. For example, if you require a balance sheet at the division, district, or store level, you can set up each of these as a company. Be aware, however, that you can consolidate these non-companies for true entity reporting through business unit category codes and data selection on reports.

You must set up each company in your organization, as well as the default company 00000. The system does not use company 00000 for transaction entries. Instead, this company controls:

- The company name that appears at the top of all reports
- Default values in the automatic accounting instructions (AAIs)
- Default reporting periods for online displays

What Are Business Units?

Business units are part of the basic JD Edwards World account structures. A business unit describes “where” a transaction will be realized in an organization.

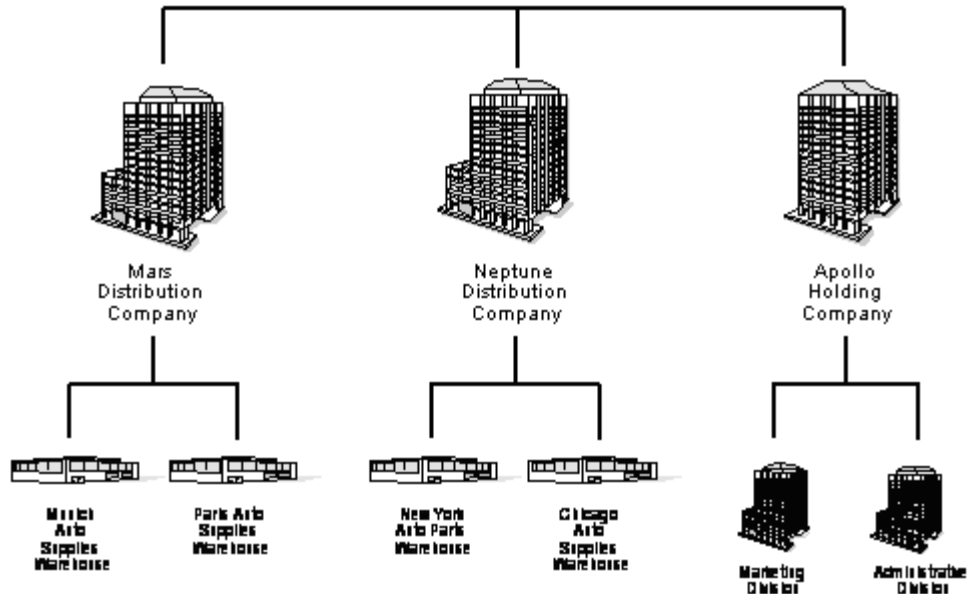


Business units are:

- Assigned to only one company
- The lowest organizational reporting level for your company
- The basis for income statements (the level at which you track revenues and expenses)

How Are Companies and Business Units Related?

The following example shows three companies and each of their business units.



How Are Business Units and Category Codes Related?

Use category codes to describe your organizational structure and group your business units in as many as 30 different ways. Category codes for business units provide for higher level (rollup) or selective reporting.

Set Up Fiscal Date Patterns

Setting Up Fiscal Date Patterns



From General Accounting (G09), choose **Organization & Account Setup**
From Organization & Account Setup, choose **Company Numbers & Names**

Fiscal date patterns represent the beginning date for the fiscal year and the ending date for each period in that year. The system must have a calendar, or fiscal date pattern, that is associated with each company in your organization. When you enter transactions, the system uses the G/L date of each transaction to establish which period in the company's fiscal date pattern to post the transaction.

You can use the regular fiscal date pattern (system-defined by the letter R) or define your own (represented by the letters A-N). The regular pattern includes 14 periods for the following accounting needs:

- 12-period accounting
- 12 periods plus an extra period for audit adjustments
- 4-4-5 period accounting
- 13 periods plus an extra period for audit adjustments

If the end-of-period date for period 12 is the same as the end-of-period date for periods 13 and 14, the system counts only 12 periods. For example, the end-of-period date for periods 12, 13, and 14 is December 31, 2017.

The general accounting system provides flexibility in how you define the fiscal periods for your organizational entities. If you have 13 or 14 accounting periods, you can control whether or not reversing journal entries should be posted to either of these periods. If your normal number of periods is 13, you can select to post reversing journal entries from period 12 to the first period of the next year. If your normal number of periods is 14, you can select to post reversing journal entries from period 13 to the first period of the next year.

After you define a fiscal date pattern, you can assign it to other companies. If your companies all use the same fiscal date pattern, define it once and then assign it to all companies that reference it.

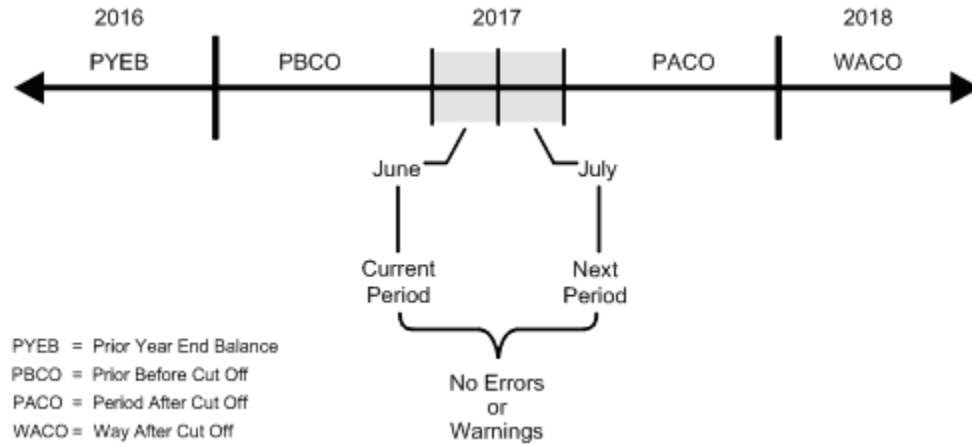
Fiscal date patterns are stored in the Date Fiscal Patterns table (F0008).

How Fiscal Date Patterns Affect Transactions

When you enter a transaction, the system edits the G/L date against the open period in the Company Constants table (F0010). If you enter a journal entry with a G/L

date that is not in the current or next accounting period, you get a warning or an error message.

In the example below, if you entered transactions to periods 06 and 07 (June and July), you would NOT get a warning or an error message.



What Are the Warning and Error Messages You Might Receive?

The following lists the types of warning and error messages you receive when you enter a transaction outside the two-period window. These messages are based on how you set your general accounting constants.

Error	Reason	Result	Solution
PYEB - Prior Year-End Balance	You tried to post to a prior year.	You get an error message. The system does not accept the entry.	You can use document type && (double ampersands) to make and post entries to a prior year (for example, to make audit adjustments).
PBCO - Post Before Cut Off	You entered a G/L date before the current period.	You either get a warning or an error message, depending on your general accounting constants.	

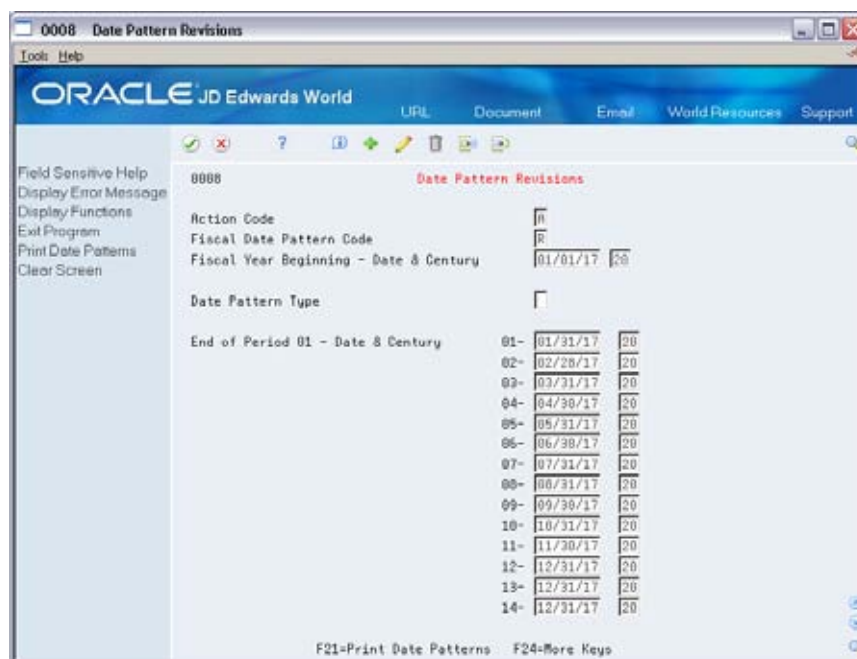
Error	Reason	Result	Solution
PACO - Post After Cut Off	You entered a G/L date that is after the two-period window.	You either get a warning or an error message, depending on how you set up your fiscal date patterns. If your fiscal date pattern is not set up for the full year, you get an error message. If it is set up for the full year, you get a warning.	
WACO - Way After Cut Off	You entered a G/L date in a future year.	You either get a warning or an error message, depending on how you set up your fiscal date patterns.	

To set up a fiscal date pattern

Set up fiscal date patterns for the current fiscal year, the preceding fiscal year, and the next fiscal year.

On Company Numbers & Names

1. Choose Date Pattern for company 00000.



2. On Date Pattern Revisions, complete the following fields:

- Action Code A
- Fiscal Date Pattern Code
- Fiscal Year Beginning Date
- Fiscal Year Beginning Century
- Date Pattern Type (optional)
- End of Period Date
- End of Period Century

3. To add your record, press Enter.

Field	Explanation
Fiscal Date Pattern	A code that identifies date patterns. You can use one of 15 codes. You must set up special codes (letters A through N) for 4-4-5, 13 period accounting, or any other date pattern unique to your environment. An R, the default, identifies a regular calendar pattern.
Date - Fiscal Year Begins	The first day of the fiscal year. A fiscal year spanning 2017 - 2018 and beginning September 1 would be entered as 090107 (US date format).
Date - Fiscal Year Begins - CTRY	This is the century associated with the fiscal year. The century number is the first two digits of the fiscal year. For example, if the fiscal year is 2017, the century is 20.
Date Pattern Type	This field is used by Financial Analysis Spreadsheet Tool and Report Writer (FASTR) to determine the column headings that print on reports. It differentiates normal calendar patterns from 4-4-5 and 13 period accounting patterns. You can maintain headings for non-standard patterns in vocabulary override records R83360Mx, where x represents the value for this field.
Date - End of Period 01	The month end date in 12 period (monthly) accounting. The period end date in 13 period, 52 period, or 4-4-5 period accounting.
	<i>Form-specific information</i>
	You can use period 13 for audit adjustments in 12-period accounting by setting up period 12 to end on December 30 and period 13 to end on December 31. You can set up period 14 in the same way for 13 period or 4-4-5 accounting. The system validates the dates you enter.
Date - End of Period 01 - CTRY	This is the century associated with the period ending date. The century number is the first two digits of the year. If the year is 2017, the century is 20.

What You Should Know About

Setting up fiscal date patterns before companies

You cannot set up a company until you set up the fiscal date pattern for the company. Because the company does not yet exist, first access Company Numbers & Names and choose company 00000 to set up the pattern.

Changing a fiscal date pattern

Typically, you should not change a fiscal date pattern unless you are restructuring your company.

See Reposting the Account Ledger in the General Accounting II Guide.

Deleting a fiscal date pattern

You cannot delete a fiscal date pattern if the pattern code and fiscal year exist together in the Company Constants table.

Set Up Companies

Setting Up Companies



From General Accounting (G09), choose **Organization & Account Setup**
From Organization & Account Setup (G09411), choose **Company Numbers & Names**

Companies are organizational entities that require a balance sheet. Companies include information about fiscal patterns and fiscal periods. You must set up each company in your organization, as well as the default company 00000. If you require a balance sheet at the division, district, or store level, you can set up these non-legal entities as companies. This provides for reporting and accounting at a lower level.

After you set up a company in the General Accounting system, you must set up a corresponding number in the Address Book system. You can either:

- Use the same number for both the company and its address book reference number (recommended)
- Cross-reference the company number to a different address book number

For example, if you set up Mars Distribution as company 6000 on Company Numbers & Names, you should also set up address book number 6000 in the Address Book system as Mars Distribution. If you cannot use the same number in both systems, you can cross-reference the company number to a different address book number in the detail area of Company Numbers & Names.

You cannot set up company 00000 in the address book.

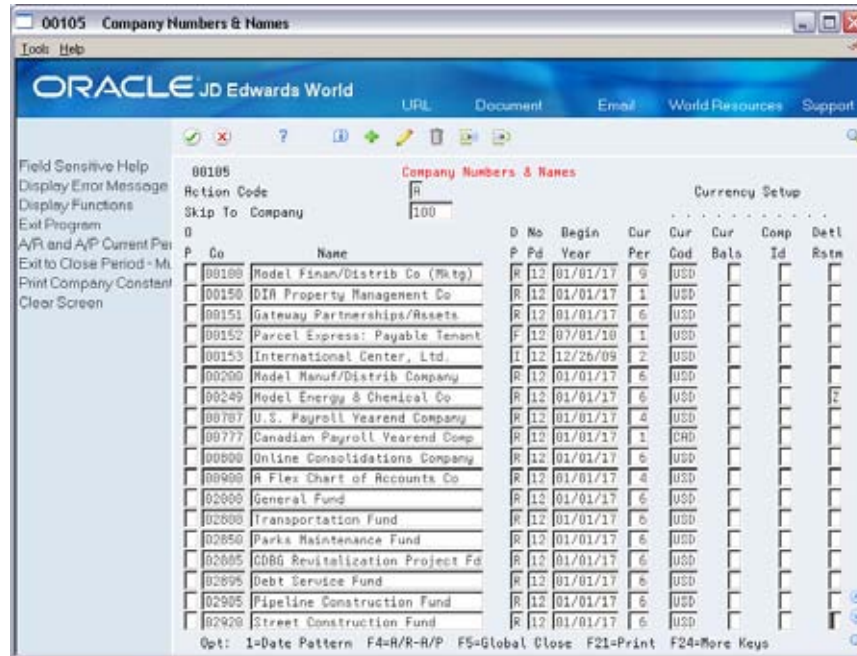
The system maintains company information in the Company Constants table (F0010).

See Also

- *Entering Address Book Records (P01051)* in the *Address Book Guide*
- *Setting Up Multi-Currency (P00105)* for company setup that is required if your company uses multiple currencies

To set up a company

On Company Numbers & Names



- Complete the following fields:
 - Co (Company)
 - DP (Date Pattern)
 - No Pd (Number of Periods)
 - Beginning Year
 - Cur Per (Current Period)
- For a multiple currency company, complete the following fields:
 - Cur Cod (Currency Code)
 - Cur Bals (Currency Balances)
 - Comp ID (Computation ID)
 - Detl Rstm (Detailed Currency Restatement)
- Access the detail area.

4. In the detail area, complete the following fields:

- Accounts Receivable Begin Year
- Accounts Receivable Cur Per (Current Period)
- Accounts Payable Begin Year
- Accounts Payable Cur Per (Current Period)
- Voucher Suspense
- Company Address Number

5. To add the record, use the Add action.

Field	Explanation
Company	<p>A code that identifies a specific organization, fund, entity, and so on. This code must already exist in the Company Constants table (F0010). It must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions.</p> <p>Note: You can use company 00000 for default values, such as dates and automatic accounting instructions (AAIs). You cannot use it for transaction entries.</p>

Field	Explanation
Number of Periods - Normal	<p>The system uses this field is to determine the normal number of accounting periods for annual budgeting and fixed asset depreciation.</p> <p>In budgeting, this is used to spread the annual budget to equal amounts for each accounting period when a budget pattern code has not been defined.</p> <p>The system calculates depreciation for each accounting period as the annual amount divided by the normal number of periods if the Depreciation Information code is not "C". (The system uses the "C" Depreciation Information code when depreciation amounts are calculated based on monthly tables, which the IRS only provides for 12 accounting periods.)</p> <p>Note: If you have 12 accounting periods and you are using the 13th period for audit adjustments, normal number of periods is 12.</p>
Begin Year	The first day of the fiscal year. A fiscal year spanning 2017 - 2018 and beginning September 1 would be entered as 090117 (US date format).
Period Number - Current	A number that identifies the current accounting period (from 1 to 14). The system uses this number to generate error messages, such as PBCO (Posted Before Cut Off) and PACO (Posted After Cut Off).
Cur Cod	<p>A code specifying the currency of the transaction. This can be any code defined on the Designate Currency Codes form.</p> <p>Note: This currency field only applies to AA and CA ledger types when posting by currency is activated.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Use this field to assign a domestic currency to the company.</p>
Post Account Balances by Currency	A flag to denote that the system should post Account Balances table (F0902) records for this company by currency for accounts that are included in the account ranges specified in the AAI item PBCxx.
Computation ID	<p>This character/number identifies the computation to be used for Balance Currency Restatement. You can apply a single computation to multiple companies. You can define multiple computation IDs for one company in the Currency Restatement program.</p> <p>The computation ID value is set on Company Numbers & Names for each company. The system uses the company ID and the company code to identify the record.</p>

Field	Explanation
Detailed Currency Restatement	<p>Y or Z in this field identifies the company as enabled for Detailed Currency Restatement processing (alternate currency). The Detailed Currency Restatement program (P11411) can create Account Ledger table (F0911) records for these companies in the XA ledger and, optionally, in the YA and ZA ledgers. Valid values are:</p> <p>Y indicates the system will use multiplication when calculating the amount on the XA record.</p> <p>Z indicates the system will use division when calculating the amount on the XA record.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The value in this field should be the opposite of the value for multi-currency conversion in the general accounting constants.</p>
Date - A/R Fiscal Year Begins	This is the fiscal year beginning date for Accounts Receivable.
Accounts Receivable	A number indicating the current accounting period for Accounts Receivable. The system uses the current period number to determine posted before and posted after cut off warning messages.
Date - A/P Fiscal Year Begins	The first date of the fiscal year for accounts payable.
Accounts Payable	A number indicating the current accounting period for Accounts Payable. The system uses the current period number to determine posted-before and posted-after-cutoff warning messages.
Voucher Redistribution Suspense	<p>Indicates whether the voucher redistribution suspense A/P Trade account AAls should be used. Valid values:</p> <p>0 Do not use new A/P Trade suspense account</p> <p>1 Use new A/P Trade suspense account</p> <p>If you leave this field blank, the system uses 0.</p> <p>If you are using the new A/P Trade suspense account method, the system credits PQ A/P suspense account during post instead of the PC A/P Trade. At the time of redistribution, the system debits PQ suspense account and then credits the PC A/P Trade account.</p>
Company Address Number	The address number you want to retrieve. You can use the short format, the long format, or the tax ID (preceded by the indicators listed in the Address Book constants).

What You Should Know About

Changing currency codes After you assign a specific currency code to a company and enter transactions, do not change the currency code. Changing this code affects the integrity of your data.

Work with Business Units

Working with Business Units

Business units are part of the basic JD Edwards World account structure. A business unit is the “where” portion of an account. It is used to denote where transactions will impact the organization, such as in a warehouse or store. It is the lowest level within your organization at which you need to account for assets, liabilities, equity, revenue, or expenses.

Working with business units includes:

- [Setting Up Business Units](#)
- [Assigning Category Codes to Business Units](#)
- [Revising Business Units](#)
- [Translating Business Units](#)

The system maintains business unit information in the Business Unit Master table (F0006). This table serves as:

- The master table for financial reporting
- The Job Master table for Job Cost
- The Property Master table for Energy Chemical Systems
- The Property Master table for Property Management

What You Should Know About

Multi-Currency	You cannot change a business unit from one company to another if the base currencies for business unit and company are different.
Deleting a business unit	You can delete a business unit if it does not have: <ul style="list-style-type: none">▪ Current records in the Account Balances table (F0902)▪ Assigned accounts from the Account Master table (F0901)
Locating a business unit by name	Access Business Unit Search and enter the alpha name of a business unit.
Locating business units by level of detail (LOD)	Access Business Unit Search by LOD to locate business units by level of detail, business unit type, or company number.

Setting Up Business Units



From General Accounting (G09), choose **Organization & Account Setup**
From Organization & Account Setup (G09411), choose **Business Units by Company**

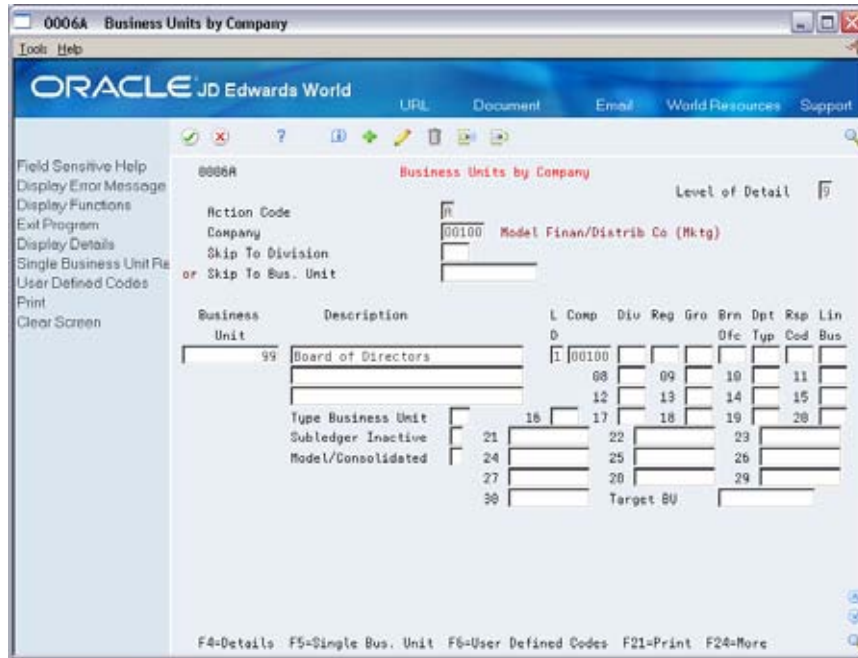
After you set up the companies for your organization, you must set up business units for each of them. Typically, you do this when you first set up your General Accounting system. However, you might also need to set up new business units if your account structure changes.

To set up business units

On Business Units by Company

Unit	Description	L	Comp	Div	Reg	Gro	Brn	Dpt	Rsp	Lin
99	Board of Directors	1	00100							
100	Balance Sheet	1	00100							
1145	Test Job	1	00100							
DC-PKG	DC Packaging	9	00100							
27-PKG	Packaging - 27	9	00100							
DC-RSSV	DC Final Assembly	9	00100							
27-RSSV	Final Assembly - 27	9	00100							
419	Administration	1	00100					ADM		
110	Headquarters	2	00100	EXE						
140	Finance Department	3	00100	EXE						
90	Administrative Department	4	00100	EXE						
141	Human Resources Department	4	00100	EXE						
142	Information Systems	4	00100	EXE						
143	Payroll Department	4	00100	EXE						

1. Locate the company by completing the following field:
 - Company
2. Complete the following fields:
 - Business Unit
 - Description
 - Level of Detail
 - Company
3. Access the detail area.



4. Complete the following fields for each business unit (optional):
 - Type Business Unit
 - Subledger Inactive
 - Model/Consolidated
5. To add your record, use the Add action.

Field	Explanation
Business Unit	<p>An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant.</p> <p>You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department.</p> <p>Security for this field can prevent you from locating business units for which you have no authority.</p> <p>Note: The system uses this value for Journal Entries if you do not enter a value in the AAI table.</p>

Field	Explanation
Level of Detail	<p>A code that identifies the relationship of parent and subordinate business units in a hierarchy. Up to nine levels of detail are available.</p> <p>An example would be a project number 10000 for Office Parks that has a level of detail of 2. Subordinate to the Office Parks project are the North and the South Office Parks with job numbers of 10010 and 10020, respectively, and each with a level of detail of 3. Subordinate to the North and South Office Parks are Buildings A and B and Buildings C and D, respectively, and each with a level of detail of 4.</p>
Business Unit Type	<p>A code that identifies the classification of the business unit. This is a user defined code (system 00, type MC).</p>
Subledger Inactive Code	<p>A code that indicates whether a specific subledger is active or inactive. Any value other than blank indicates that a subledger is inactive. Examples are jobs that are closed, employees that have been terminated, or assets that have been disposed. If a subledger becomes active again, set this field back to blank.</p> <p>If you want to use subledger information in the tables for reports but want to prevent transactions from posting to the master record, enter a value other than blank in this field.</p>
Model Accounts and Consolidation Flag	<p>A flag that indicates either a model/consolidated account or a model/consolidated business unit. Possible values are:</p> <p>Blank Non-model business unit or account.</p> <p>M Model business unit or account.</p> <p>C Consolidated business unit or account. This is a program-generated (P10862) value and is not user-accessible.</p> <p>1 Target business unit or account. Used in source company records for intercompany settlements across environments.</p>


What You Should Know About

Business units for balance sheet accounts	<p>Balance sheet accounts (that is, assets, liabilities, and equity accounts) are usually associated with a balance sheet business unit. JD Edwards World recommends that the number for balance sheet business units be the same as the company number. For example, the balance sheet business unit should be 100 (not 00100) for company 00100.</p>
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See Also

- *Creating a Model Chart of Accounts (P0901)* for information about creating model business units

Assigning Category Codes to Business Units

	From General Accounting (G09), choose Organization & Account Setup From Organization & Account Setup (G09411), choose Business Units by Company
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After you define your category codes and set up your business units, you need to assign the category codes to each business unit.

To assign a category code to a business unit

On Business Units by Company

1. Locate the company associated with the business unit.
2. Complete any of the following fields:
 - Category Code 01 - 10
3. Access the detail area for the following fields:
 - Category Codes 11 - 30
4. Use the Change action.

What You Should Know About

Category code positions

Category codes are position-sensitive. The following example shows three unique category codes:

- M_ _
- _M_
- _ _M

In this example, you must enter the category codes with blanks in the correct position to access the correct category code.

Category code titles

Category code titles for business units are set up in the data dictionary or vocabulary overrides. For example, to define category code 00/06 as DPT for department, change the title in data dictionary or vocabulary overrides.


See the *Technical Foundation Guide* for more information.

Setting up business unit category codes

Depending on how many categories and values you want to set up, use one of the following forms:

- Business Unit Category Code. Use this form if you are initially setting up your system or making a significant number of changes to many category codes.
- User Defined Code Revisions (system 00/type 01-30). Use this if you want to revise one or a few existing category codes and their values.

Revising Business Units

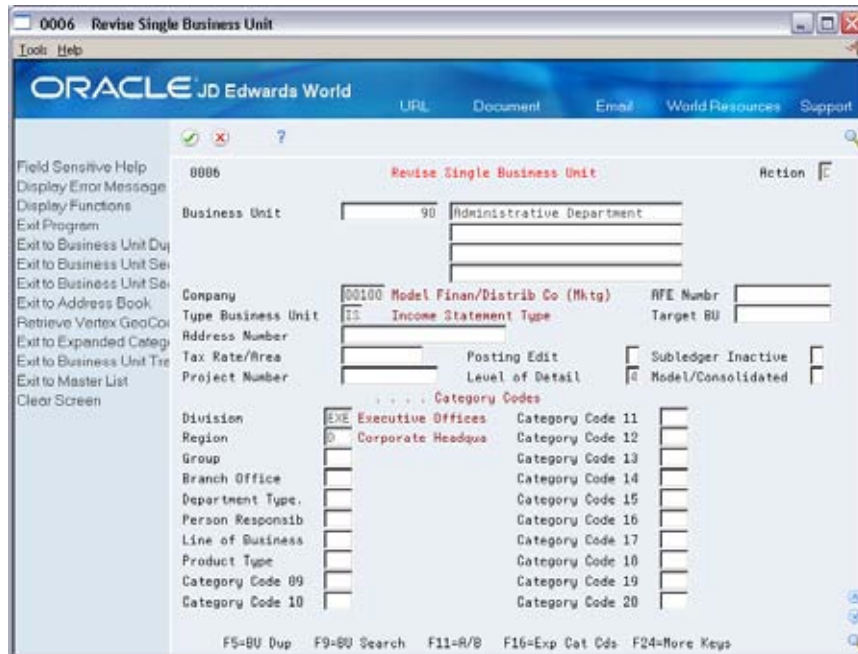
	From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Revise Single Business Unit
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Typically, you revise a business unit only if one or more of the following is true:

- You want to change the description.
- You want to include additional information (for fields that do not exist on Business Units by Company), particularly additional lines for a business unit description.
- Your company has been restructured.

To revise a business unit

On Revise Single Business Unit




1. Locate the business unit.

2. Change any of the following fields:
 - Description (untitled)
 - Address Number
 - Tax Rate/Area
 - Posting Edit
 - Subledger Inactive
 - Project Number
 - Level of Detail
 - Model/Consolidated
 - Category Code 01-20
3. To change any of the remaining ten category codes, access Expanded Category Codes.
4. Use the Change action.

Field	Explanation
Address Number	The address number you want to retrieve. You can use the short format, the long format, or the tax ID (preceded by the indicators listed in the Address Book constants).
Tax Rate/Area	<p>A code that identifies a tax or geographic area that has common tax rates and tax distribution. The tax rate/area must be defined to include the tax authorities (for example, state, county, city, rapid transit district, or province), and their rates. To be valid, a code must be set up in the Tax Rate/Area table (F4008).</p> <p>Typically, U.S. sales and use taxes require multiple tax authorities per tax rate/area, whereas VAT requires only one simple rate.</p> <p>The system uses this code to properly calculate the tax amount.</p>
Posting Edit	<p>Controls whether you can post transactions to the general ledger for the job (business unit). Valid codes are:</p> <p>Blank Yes, you can post transactions.</p> <p>K Yes, you can post transactions. However, the original budget is locked and change orders are required for changes to the budget.</p> <p>N No, you cannot post transactions. Use this code for a job that is not started or is closed. The job closing program automatically assigns this code to all closed jobs.</p> <p>P No, you cannot post transactions, and the job can be purged.</p>

Field	Explanation
Project Number	<p>This field is used as either a Subsequent Business Unit or Project Number.</p> <p>Subsequent Business Unit indicates where to charge costs (or revenues) when the original business unit has been closed or suspended. For example, the Subsequent Business Unit can be used in corporate reorganization when you close a Business Unit and direct all costs to the Subsequent Business Unit. You must enter journal entries to transfer existing balances.</p> <p>Project Number is used to group Business Units within an overall Business Unit. For example, you can group jobs by project. In this case, the project business unit can also have accounts for tracking overhead costs which can be allocated to jobs.</p>

Translating Business Units

	<p>From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Translate Business Unit</p>
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If you are operating in a multiple language environment, you can translate the descriptions of your business units. The system uses the description that corresponds with the language specified for each person who uses the JD Edwards World system. For example, when a French-speaking user accesses a business unit that has a French translation, the description appears in French, rather than the base language.

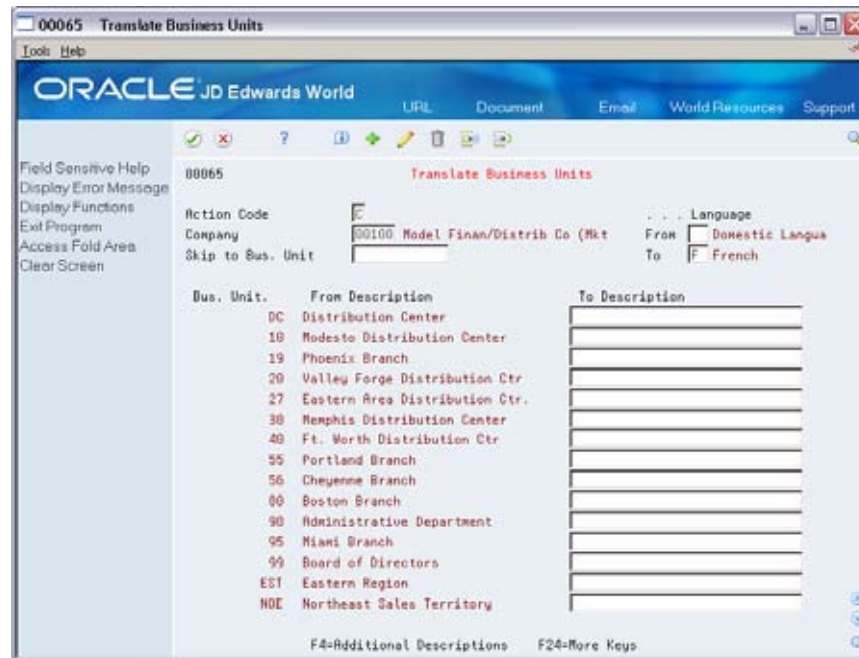
The system stores business unit translation information in the Business Unit Alternate Description table (F0006D).

Before You Begin

- Set up the language preference in the user profile. See the *Technical Foundation Guide* for more information.

To translate a business unit

On Translate Business Units



1. Locate the business unit by completing the following fields:
 - Company
 - Skip to Business Unit (optional)
 - Language To
2. Complete the following fields:
 - Language From
 - To Description
3. Use the Change action.

Field	Explanation
Language To	<p>A user defined code (system 01/type LP) that specifies a language to use in forms and printed reports.</p> <p>For World, if you leave the Language field blank, the system uses the language that you specify in your user preferences. If you do not specify a language in your user preferences, the system uses the default language for the system.</p> <p>Before any translations can become effective, a language code must exist at either the system level or in your user preferences.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Enter the code for the language into which you want to translate business unit descriptions.</p>
Language From	<p>The language you want to use to print reports or documents, or to view information on the form.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Enter the code for the language you want to use as a base in translating business unit descriptions.</p>
To Description	<p>A user defined name or remark.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Use this field to enter or change the business unit description in another language. The description in this field should be in the language you specify in the To field at the top of the form.</p>

What You Should Know About

Printing a translation report	To track the business units you have translated and verify the translations, print the Business Unit Translation Report. This report shows the base language and one or all of the alternate languages, depending on how you set a processing option.
Deleting translations for a business unit	Use the Change action to clear the description you want to delete. The system does not accept the Delete action.
Quickly translating business units	<p>Instead of translating each business unit manually, you can use a model business unit to enter the account description in an alternate language.</p> <p>See Changing Account Information in the General Accounting II Guide.</p>
Translating AAIs and user defined codes	<p>You can also translate the descriptions of AAIs and user defined codes.</p> <p>See Working with AAIs and Working with User Defined Codes.</p>

8 Account Setup

Overview to Account Setup

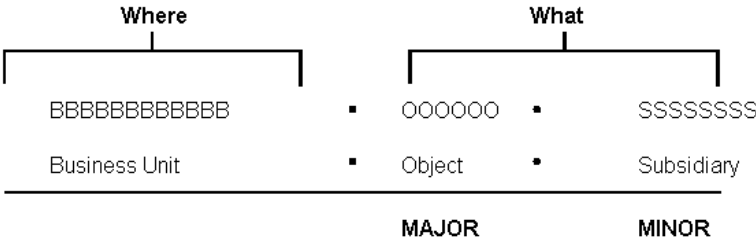
Objectives

- To understand level of detail assignment on accounts
- To understand posting edit codes assignment on accounts
- To create your master chart of accounts
- To duplicate your chart of accounts to business units, as needed
- To understand subledger accounting

About Account Setup

After you set up your companies and business units, you need to set up object and subsidiary accounts for each business unit. These accounts form your chart of accounts.

The object and subsidiary is the “what” portion of the account number. They describe “what” kind of transaction you are working with, for example, rent expense, paper supplies expense, or sales revenue.



Account setup consists of:

- Creating your chart of accounts
- Working with accounts
- Generating account description search
- Reviewing your chart of accounts
- Working with subledgers

How Are Objects and Subsidiaries Related?

The object, or major, account is required for transaction entry. The object account can be up to six alphanumeric characters. To make data entry easier and faster, you can use only numbers for the object account.

The subsidiary, or minor, account is an optional part of the account. Use the subsidiary when you need more detailed accounting activity for an object account. The subsidiary can be up to eight alphanumeric characters.

The following example shows how you can associate an object account (1110 for Cash in Bank) with several subsidiary accounts:

- 1110.BEAR (Bear Creek National Bank)
- 1110.FIB (First Interstate Bank)
- 1110.FRANCE (First Bank of France)
- 1110.LONDON (First Bank of London)

How Should You Design Your Chart of Accounts?

Begin your initial design with the major headings of your transactions. Then, add your detailed transaction descriptions. The following shows examples of major title accounts and the types of headings they include.

Account	Types of headings for balance sheets include:
Balance Sheet Accounts	Types of headings for balance sheets include: <ul style="list-style-type: none"> ▪ Assets ▪ Liabilities ▪ Owner's Equity
Income Statement Accounts	Types of headings for income statements include: <ul style="list-style-type: none"> ▪ Revenues ▪ Expenses

After you have a complete list of transaction descriptions, you can assign numeric values to each. Allow for growth and change by leaving numeric spaces in the account structure.

Define the operating income account as the last balance sheet account. For example, if revenues begin at 5000, define object 4999 as the operating income account. This account must be a non-posting account. The system calculates the operating income amount on your balance sheet.

An account can have several formats. You are not limited to one account format when you enter data.

The following shows the types of account formats you can use:

Account	Format
Short account ID	This number is created by Next Numbers when you add accounts. It is commonly referred to as the "short account number" and can never be changed.

Account	Format
Business Unit.Object.Subsidiary	<p>This is the standard JD Edwards World account format. It can be in either of the following formats:</p> <ul style="list-style-type: none"> ▪ Business unit.object ▪ Business unit.object.subsidiary <p>The business unit designates the accounting entity to charge. The object (or object and subsidiary) designates the type of account to receive the amount, such as asset, liability, revenue, and expense.</p>
Third G/L account number	<p>This number consists of a free-form code, often referred to as the “third account number.” Typically, the account number from a prior system is used as the third account number. There are no limitations to the characters you can use, for example, dashes and dots.</p>
Flex account number	<p>This flexible format is user defined. Account numbers can consist of up to 12 segments, totaling up to 34 characters. You control the nature, meaning, and validation of each segment. This format is frequently used to comply with the chart of accounts for a regulatory agency or parent company.</p>

To enter account numbers in a format other than the standard JD Edwards World format, you must use the prefix character that is defined in general accounting constants.

How Are Accounts Grouped and Totaled for Reports?

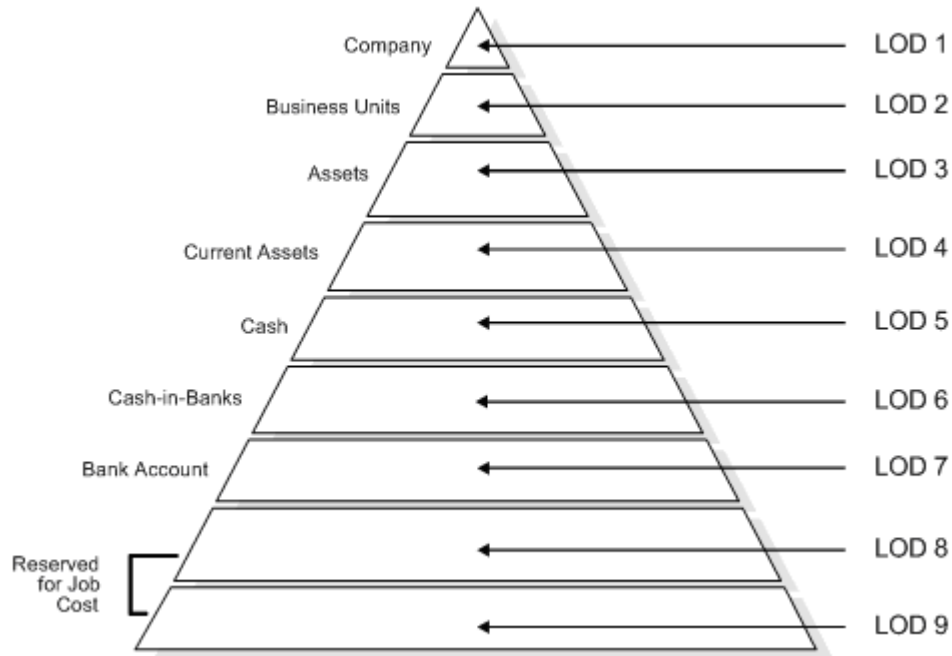
Use account category codes to group your accounts for reporting purposes. These codes provide for selective reporting. You use category codes for accounts the same way you use category codes for business units.

There are 23 alphanumeric category codes for accounts:

- 3-character codes (20 available)
- 10-character codes (3 available)

The 10-character category codes are useful if your business requires an alternate chart of accounts for statutory reporting. You can use the category code and the description rather than the account number and description on trial balance reports, the general ledger, and general journal. These category codes let you build summarization logic into your reports.

Use a level of detail (LOD) for each account to control how amounts are rolled up into a balance for reporting purposes.



Follow these guidelines when assigning level of detail to accounts:

- Do not skip any levels of detail. Non-sequential levels of detail cause rollup errors in financial reports that are run at a skipped level.
- Assign a level of detail 3 to title accounts for the balance sheet - “assets” and “liabilities and equity.”
- Assign either level of detail 3 or 4 to title accounts for the income statement, depending on whether you want the next level underlined. Examples include:
 - Revenues
 - Direct costs
 - General and administrative expenses
 - Other income and expenses

Example: Rollup Totals for Reports

You generate a financial report with a level of detail of 5, so that the system summarizes the amounts for level 6 and 7 into the balance for Cash.

Use level of detail 3 through 9 for object accounts. Level of detail 1 is reserved for companies and level of detail 2 for business units. The system underlines level of detail 3 on balance sheet reports and levels of detail 3 and 4 on income statement reports.

What Determines Whether an Account Posts?

You assign a posting edit code to every account in the chart of accounts. This code determines whether the account posts to the general ledger and whether it updates the Account Balances table (F0902).

With posting edit codes, you can designate an object or object.subsidiary account as:

- Posting
- Non-posting (or title)
- Budget
- Inactive
- Machine-generated
- One that requires units, not monetary amounts
- Subledger and type

For example, you could assign posting edit codes (PC) as follows:

	<u>PC</u>	<u>LOD</u>	<u>Account Description</u>
Non-posting (title) accounts	N	3	Assets
	N	4	Current Assets
	N	5	Cash
		6	Petty Cash
		6	Cash in Banks
		7	Bank Account 1
Posting accounts		7	Bank Account 2
	N	6	Short Term Investments
		7	Certificates of Deposit
		7	Treasury Bills
Machine- generated entries only	N	5	Accounts Receivable
	M	6	Trade A/R
	M	6	Allow for Doubtful Accts

Differences Between Subledger and Subsidiary Accounting

Subledgers and subsidiary accounting both provide for detailed accounting activity. Subsidiary accounts are a subdivision of your object account. Subledgers are linked to your business unit.object account or business unit.object.subsidiary account.

With subledgers, you get accounting detail without adding accounts to your chart of accounts. For this reason, subledgers are often used for transaction classifications that are not a permanent part of your chart of accounts, such as detailed travel expenses for each account representative.

Subsidiary accounts are permanent. If you want to track revenues and expenses by account representative using subsidiary accounting, you must create a subsidiary account for each account representative and attach it to each appropriate object account for revenues and expenses. This could mean adding several hundred accounts to your chart of accounts.

Subledgers differ from subsidiary accounts in the following ways:

- Subledger transactions post to the *same* major account, rather than to different accounts.
- Subledgers do not create additional records in the Account Master table.
- Subledgers can create additional records in the Account Balances table, depending on the posting edit code you assign to the account.

Example: Subledger Accounting

When you use subledgers to track expenses for account representatives, the system creates a record with a unique subledger for each account in the Account Ledger table. The Account Master table contains only the account, not the subledger.

Account Master F0901		Account Ledger F0911		
Object	Description	Object	Subledger	Subledger Type
8665.HOTEL	Hotel			
8665.AIR	Air Fare	8665.AIR		
			1 - McLind	A
			2 - Jackson	A
8667	Car Expenses	8667		
			1 - McLind	A
			2 - Jackson	A

In the above example, the subledgers represent McLind's and Jackson's address book numbers.

Example: Subsidiary Accounting

When you use subsidiaries to track expenses for account representative, the system creates a record with a blank subledger for each account in the Account Ledger table. The Account Master table contains an account for each account representative.

Account Master F0901		Account Ledger F0911	
Object	Description	Object	Subledger
8665	Travel & Entertainment		
8666	Air Fare		
8666.A1	Account Representative 1	8666.A1	
8666.A2	Account Representative 2	8666.A2	
8667	Car Expense		
8667.C1	Account Representative 1	8667.C1	
8667.C2	Account Representative 2	8667.C2	

What You Should Know About

Subsidiary accounts and subledgers

You can use a subsidiary account and a subledger in the same entry, if appropriate.

Create Chart of Accounts

Creating Your Chart of Accounts


A chart of accounts provides the structure for your general ledger accounts. It lists specific types of accounts, describes each account, and includes account numbers. A chart of accounts typically lists asset accounts first, followed by liability and capital accounts, then revenue and expense accounts.

You can create your chart of accounts in a variety of ways. However, to ensure consistency and accuracy across business units and companies, you should complete these tasks:

- [Defining Account Segments](#)
- [Creating a Model Chart of Accounts](#)
- [Copying Accounts to Business Units](#)
- [Creating Accounts Dynamically](#)

Account information is stored in the Account Master table (F0901).

Defining Account Segments

	From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Advanced Organization Setup From Advanced Organization Setup (G094111), choose Flex Format - BU.Obj.Sub
---	--

As part of creating your chart of accounts, you need to define the length of the account segments. These segments are:

- Business unit - a maximum of 12 characters
- Object account - 4, 5, or 6 characters (4 or 6 for standard business unit.object.subsidiary)
- Subsidiary - a maximum of 8 characters

To define account segments

On Flex Format - Business Unit.Object.Subsidiary



1. Complete the following fields:
 - Description
 - Len (Length)
 - Cross Reference

2. To indicate the segment that you are defining, complete one of the following fields:
 - B (Business Unit)
 - O (Object)
 - S (Subsidiary)

Field	Explanation
Business Unit Segment Indicator	<p>An X in this field indicates that this segment of each G/L account number is stored as part of the JD Edwards World Business Unit field (MCU) in the database. For flex account numbers, you can define up to 6 segments, and use a total of 12 characters for the Business Unit field.</p> <p>If you define multiple segments for the business unit, the system concatenates them left to right in ascending order according to their assigned sequence numbers. The resulting number is right-justified in the database field.</p>

Field	Explanation
Object Segment Indicator	<p>An X in this field indicates that this segment of each G/L account number is stored as part of the JD Edwards World Object Account field (OBJ) in the database. For flex account numbers, you can define up to three segments, and use a total of six characters for the Object field.</p> <p>If you define multiple segments for the object, the system concatenates them left to right in ascending order according to their assigned sequence numbers. The resulting number is left-justified in the database field.</p>
Subsidiary Segment Indicator	<p>An X in this field indicates that this segment of each G/L account number is stored as part of the JD Edwards World Subsidiary Account field (SUB) in the database. For flex account numbers, you can define up to four segments and use a total of eight characters for the Sub field.</p> <p>If you define multiple segments for the subsidiary, the system concatenates them left to right in ascending order according to their assigned sequence numbers. The resulting number is left-justified in the database field.</p>
Length	<p>The length of the specific segment or element for the flexible chart of accounts format. The individual elements must be greater than zero and must not exceed the following number of characters:</p> <p>Business Unit - 12 (with separator characters)</p> <p>Object account - 6 (with separator characters)</p> <p>Subsidiary account - 8 (with separator characters)</p> <p>Subledger - 8 (separator characters not allowed)</p>

What You Should Know About

Length of the object account segment

You must define the object as 4 or 6 characters for standard business unit.object.subsidiary account coding. For flexible chart of account coding, you can define the object as 4, 5, or 6 characters.

Creating a Model Chart of Accounts



From General Accounting (G09), choose **Organization and Account Setup**
From Organization and Account Setup (G09411), choose **Accounts by Business Unit**

To create a model, or master, chart of accounts, you can create one master model business unit that includes the complete chart of accounts. Or, you can create a model business unit for every business unit type and assign object accounts to it. You can then use these models as a basis for your actual chart of accounts.

By creating a model, you ensure that when you copy the accounts from the model business units into your actual (or production) business units, the accounts are standardized across business units and companies.

Depending on your organizational structure, you can create more than one model chart of accounts. For example, you can create one model for balance sheet accounts and another model for profit and loss (income statement) accounts.

You should create your model chart of accounts using a consistent numbering scheme for your object accounts so that they can be copied across all business units.

Carefully proofread your model chart of accounts to ensure that the descriptions, spelling, level of detail assignments, and posting edit codes are accurate. This model provides the basis for your entire chart of accounts.

After you copy the model business units into the actual business units, you can create the actual accounts dynamically, as you encounter the need for them.

To maintain the integrity of your account data, you can set processing options to restrict the account information that users can add or change. With these processing options, you can determine field by field what information is standardized and what is form.

To create a model chart of accounts

On Accounts by Business Unit

0901 Accounts by Business Unit

Tools Help

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
Display Error Message
Display Functions
Exit Program
Details
Account Master List
Chart of Accounts
Single Account Revision
Display Text Window (C)
Expanded Cat Codes(J)
Clear Screen

0901 Accounts by Business Unit

Level of Detail. F9

Action Code [F]

Business Unit [0000] Model Chart of Accounts

Skip To Account

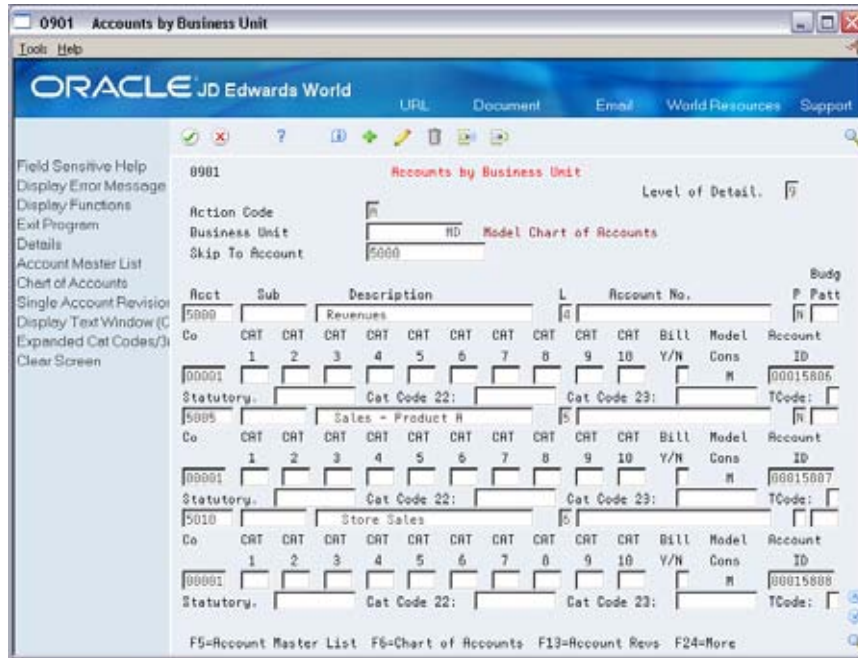
Acct	Sub	Description	L	Account No.	P	Patt	Budg
5000		Revenues	[4]		[N]		
5005		Sales - Product A	[5]		[N]		
5010		Store Sales	[5]				
5015		Wholesale Sales	[5]				
5020		Direct Ship Sales	[5]				
5030		Contract Sales	[5]				
5050		Interplant Sales	[5]				
5060		Less Returns & Allowances	[5]				
5080		Freight Out	[5]				
5090		Service Sales	[5]				
5100		Sales - Product B	[5]		[N]		
5110		Store Sales	[5]				
5115		Wholesale Sales	[5]				
5120		Direct Ship Sales	[5]				
5130		Contract Sales	[5]				

F5=Account Master List F6=Chart of Accounts F13=Account Revs F24=More

1. Complete the following fields:

- Business Unit
- Acct
- Sub (optional)
- Description
- L (Level of Detail)
- Account Number (optional)
- P (Posting Edit Code)
- Budg Patt (Budget Pattern) (optional)

2. Access the detail area.



3. Complete the following field:
 - Model/Consolidated
4. To add your record, use the Add action.

Field	Explanation
Model Accounts and Consolidation Flag	<p>A flag that indicates either a model/consolidated account or a model/consolidated business unit. Possible values are:</p> <p>blank Non-model business unit or account.</p> <p>M Model business unit or account.</p> <p>C Consolidated business unit or account. This is a program-generated (P10862) value and is not user-accessible.</p> <p>1 Target business unit or account. Used in source company records for intercompany settlements across environments.</p>

What You Should Know About


Reviewing and revising your model chart of accounts

After creating your model chart, review it for accuracy. Revise accounts as needed to correct errors *before* you copy the model accounts to business units. Copying the model reproduces any errors in multiple accounts.

See Also

- *Working with Accounts* for information about changing accounts and for the processing options for Accounts by Business Unit, Accounts by Object, and Revise Single Account

Copying Accounts to Business Units

	From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Copy Accounts to Business Units
---	--

After you create your model chart of accounts, be sure that you have reviewed and corrected it. Then you can create your actual chart of accounts by copying the object and subsidiary accounts assigned to a model business unit to your actual business units. This saves time and ensures consistency throughout your account structure. You can copy:

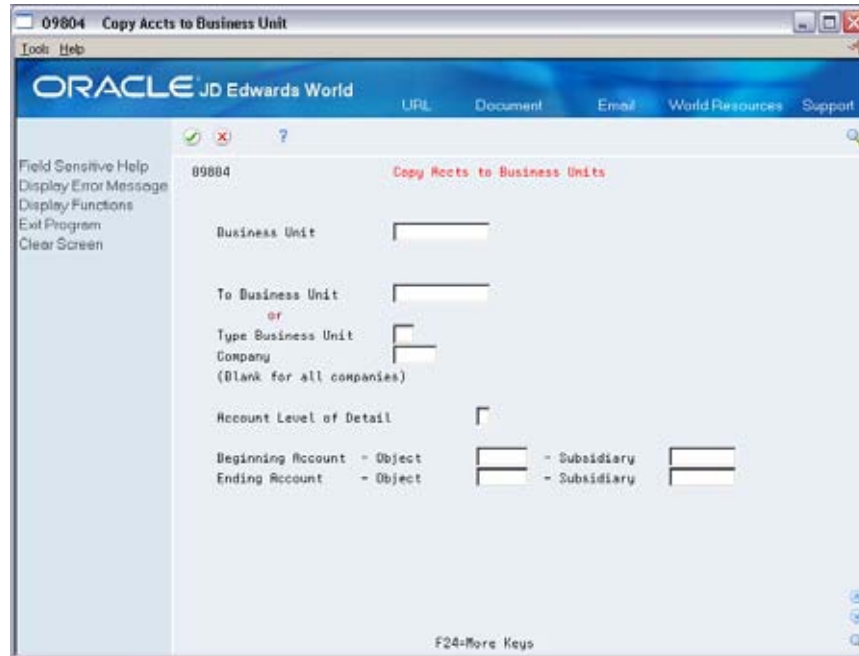
- All or a range of object accounts from one business unit to another
- Object accounts at a given level of detail
- All or a range of object accounts from one business unit to multiple business units of the same business unit type

Before You Begin

- Verify that the model business unit from which you want to copy already exists and is accurate

To copy accounts to business units

On Copy Accounts to Business Units



1. Complete the following field:
 - Business Unit
2. Complete either of the following fields:
 - To Business Unit
 - Type Business Unit
3. Complete the following field to copy business units for a specific company (optional):
 - Company
4. Complete the Beginning and Ending Account fields for:
 - Object
 - Subsidiary

Field	Explanation
Business Unit	<p>An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant.</p> <p>You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department.</p> <p>Security for this field can prevent you from locating business units for which you have no authority.</p> <p>Note: The system uses this value for Journal Entries if you do not enter a value in the AAI table.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The From business unit that serves as a model for duplication.</p>
To Business Unit	The destination business unit that to copy accounts to.
Type Business Unit	<p>A code that identifies the classification of the business unit. This is a user defined code (system 00, type MC).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The business unit type to which you want to copy accounts. Use this field with the Company field to copy accounts to all the business units of a specific type within a company.</p>
Beginning Account - Object	The beginning object account in the range of accounts you want to copy. Leave the beginning and ending object account numbers blank to copy all the accounts from the model business unit.
Subsidiary - Beginning Account	The beginning subsidiary account in the range of account numbers you want to copy. Leave the beginning and ending subsidiary account numbers blank to copy all the subsidiary accounts from the model business unit.
Ending Account - Object	The ending object account in the range of accounts you want to copy. Leave the beginning and ending object account numbers blank to copy all the accounts from the model business unit.
Subsidiary - Ending Account	The ending subsidiary account in the range of account numbers you want to copy. Leave the beginning and ending subsidiary account numbers blank to copy all the subsidiary accounts from the model business unit.

Creating Accounts Dynamically

You can create all or part of your chart of accounts for a business unit on an as-needed or “dynamic” basis using the dynamic account creation feature. You can use this feature to:

- Create accounts in the desired business unit if the accounts reside in a specified model business unit
- Create business units with a skeletal account structure
- Add accounts on an "as needed basis"

The primary reason for creating accounts dynamically is so that your business units include only those accounts you use, and not any unnecessary accounts. This initially provides a framework for a business unit’s chart of accounts.

When creating accounts dynamically, remember that:

- Dynamic Account Creation will not create non-posting header accounts, even if they exist in the model.
- Dynamic Account Creation cannot be used with flex chart of accounts coding.
JD Edwards World defines a Flex Chart of Accounts as one where the account segments deviate from the standard BU (12 digits).OBJ (4, 5, or 6 digits).SUB (8 digits).

How it Works:

- Invalid accounts entered using the Journal Entry program (P09101), with a preceding &, are automatically created in the Account Master (F0901) file, for that business unit, when the transaction is posted.
- The batch status automatically goes to an error status; therefore you must approve the batch.
- When you post the batch, the account will automatically be created in the Account Master (F0901) file.
- The system will allow you to dynamically create accounts as long as the account exists in the model chart of accounts.

Before you Begin

Before you begin, you must define one model business unit for every business unit type. The type of business unit assigned to the business unit that you will add the accounts to, must be equal to the type business unit in the model business unit.

Note: Accounts in the model business unit must allow for posting.

To create accounts for each model business unit, you can:

- Manually enter them, using the Accounts by Business Unit (P0901)
- Automatically duplicate them from an existing business unit by using the Copy Accounts to Business Units program (P09804).

Note: If you use the Copy Accounts to Business Units program (P09804), you must also run Update Model/Consolidation Field program (P00006QD).

You must set the Model/Consolidation field (GMFMOD) to a value of M for all accounts in a model business unit. The system will automatically update the accounts that you added manually to the model business unit, but the system will not update accounts that you copied from another business unit (unless it's another model). When you designate the model business unit in the Data Selection for this program, the system will update all the accounts.

To create accounts dynamically

To create an account dynamically, do the following:

1. Activate the invalid account feature on General Accounting Constants (P0009).
2. Ensure that the object or object.subsidiary account exists in your model chart of accounts.
3. Ensure that a Type Business Unit is assigned to the business unit to which you will add the account.
4. Enter the journal entry.
5. Assign the journal entry an invalid account number, preceded by an &.
6. Review the batch.

The batch will have an error status because of the invalid account number.

7. Approve the batch.

This changes the error status to approved so the batch will post.

8. Post the batch.

The system compares the invalid account to the model chart of accounts. If the account exists in the model, the system adds the account to the business unit used in the journal entry and removes the invalid account symbol from the account in the journal entry.

What You Should Know About

Header accounts

You cannot create header accounts when you create accounts dynamically. Header accounts are typically used for summary purposes during financial reporting and do not allow for posting.

If you need to create a header account, enter the account and assign it a posting code of N on Accounts by Business Unit.

Flexible chart of accounts

You cannot create accounts dynamically if you use a flexible chart of accounts.

See Also

- *Setting Up Constants for General Accounting (P000909)*
- *Temporarily Accepting Invalid Account Numbers (P09101)*
- *Reviewing Journal Entries (P00201)*
- *Posting Journal Entries (P09800)*
- *Work with Model Journal Entries (P09101)*

Work with Accounts

Working with Accounts

After you set up your accounts, you should verify that they are consistent across all business units. For example, verify that the levels of detail, posting edit codes, and descriptions of your accounts are consistent.

Working with accounts consists of:

- [Revising Accounts](#)
- [Deleting Accounts](#)
- [Translating Accounts](#)

The General Accounting chart of accounts programs offer a high degree of flexibility by allowing account definitions to be separately tailored to each business unit. However, too much freedom can lead to inconsistent data. For example, account information should be uniform in financial reports. In addition, levels of detail that do not match across business units might cause business unit consolidations to work incorrectly.

To maintain consistency across all business units, you can set processing options in the programs that are used to add and revise accounts. These processing options determine:

- Which fields must conform to the accounts in the model business unit, and which ones are freeform. For example, you might set the processing options to check only the Description and the Level of Detail fields for entries that do not match the model.
- Whether you can add accounts that do not exist in the model business unit.
- Whether the system will send warning messages (which users can ignore) or hard errors (which prevent differences) in response to entries that do not match the model.
- The level of detail to which standardization applies.
- A default business unit for business units that do not have a model.

If the account has a level of detail that is not within the specified range, the system does not edit for standardization errors. If the level of detail of the account is within the specified range, the following occurs:


- If you are adding or changing an account and you enter the value that the field contains in the model, the system accepts the entry.

- If you are adding an account and you leave the field blank, the system fills in the value from the model. If you are changing an account and you leave the field blank, the system does not fill in the value from the model.
- If you are adding or changing an account and you enter a value that is not in the model, the system displays a warning or a hard error, depending on the setting of that processing option.

Processing Options

See [Accounts by Business Unit \(P0901\)](#)

Revising Accounts

	From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Accounts by Business Unit, Accounts by Object, or Revise Single Account
---	--

You can make changes to accounts that are assigned to one business unit or make changes to one account that is assigned to many business units. Or, you can revise one account at a time. Typically, you do this if you need to add or change selected information, such as alternate object and subsidiary, which is not available on other account revision forms.

You can change an account number only if the number to which you change it does not already exist in the Account Master table. If you change an account number, the revision applies only to new postings.

To have old balances correspond with the new account numbers, you must run Update Business Unit.Object.Subsidiary to Account Balances.

The system maintains individual account data in the Account Master table (F0901).

Complete one of the following tasks:

- Change accounts by business unit
- Change accounts by object
- Change a single account

See Also

- Updating Account Ledger and Account Balances Tables (P83092) in the General Accounting II Guide

To change an account by business unit

On Accounts by Business Unit

0901 Accounts by Business Unit

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
Display Error Message
Display Functions
Exit Program
Details
Account Master List
Chart of Accounts
Single Account Revision
Display Text Window (Expanded Cat Codes/)
Clear Screen

0901 Accounts by Business Unit

Action Code: C
Business Unit: 90 Administrative Department
Skip To Account: 0000
Level of Detail: F

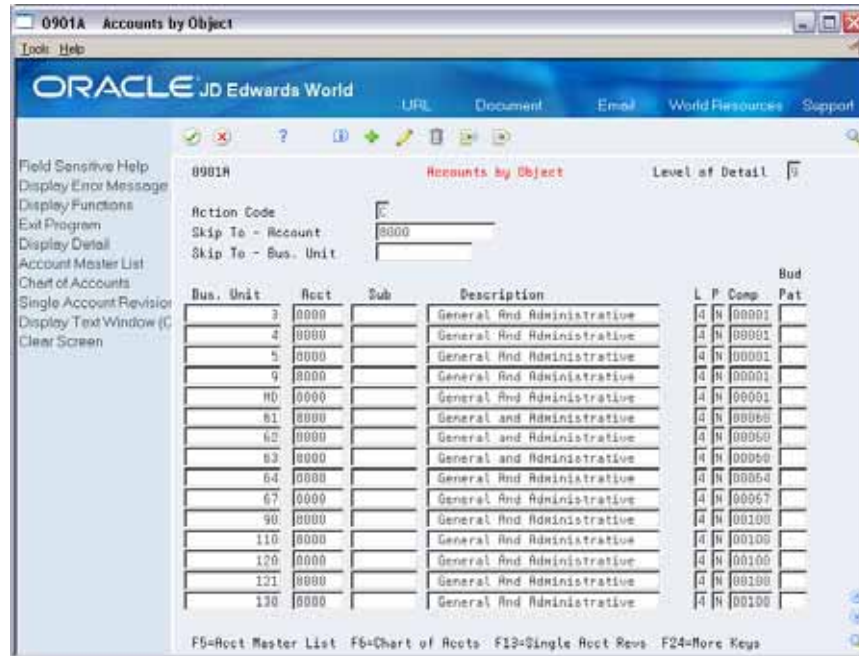
Acct	Sub	Description	L	Account No.	P	Patt	Budg
0000		General And Administrative	0				
0100		Administrative Salaries	5				
0110		Salaries and Wages	5				
0115		Regular Pay	7				DNS
0116		Overtime Pay	7				
0118	PREN	Overtime Premium Pay	7				
0118		Miscellaneous Pay	7				
0120		Employee Benefits	6				
0125		Burden - Other	7				
0129		Employer Paid Benefits/T	7				
0130		Accrued Vacation & Sick	7				
0135		FICA/Medicare	7				DNS
0136		401K Contribution	7				
0138		Retirement Plan	7				
0140		Insurance-Health & Disab	7				

F5=Account Master List F6=Chart of Accounts F13=Account Revis F24=More

1. Locate the account by completing the following field:
 - Business Unit
2. Change any of the following fields:
 - Acct
 - Sub
 - Description
 - L (Level of Detail)
 - P (Posting Edit Code)
 - Budg Patt (Budget Pattern)

To change an account by object

On Accounts by Object



1. Locate the account by completing one of the following fields:
 - Skip to Account
 - Skip to Business Unit
2. Change any of the following fields:
 - Bus. Unit
 - Acct
 - Sub
 - Description
 - L (Level of Detail)
 - P (Posting Edit Code)
 - Comp
 - Bud Pat (Budget Pattern)
3. To add your record, press Enter.

Field	Explanation
Description	A user defined name or remark. <i>Form-specific information</i> To change an account description, verify that the revision begins on the first character of the line. Otherwise, the system ignores it.

To change a single account

On Revise Single Account

09011 Revise Single Account

Tools Help

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
 Display Error Message
 Display Functions
 Exit Program
 Account Master List
 Chart of Accounts
 Display Text Window
 Category Code Revisio
 Expanded Category Co
 Account Translation Wrt
 Clear Screen

09011 Revise Single Account

Action Code [0] Account ID 00020401

Business Unit 90 Administrative Department

Object / Subsidiary 8885 Advertising

Free Form (3rd Acct. No.)

Posting Edit [] Type Code []

Fixed Asset Posting Edit Code. []

Account Level of Detail 0

Billable (Y/N) N

Budget Pattern Code DNC

Unit of Measure []

Model/Consolidated Account []

Currency Code []

Alternate Object/Sub []

Cross Environment I/C Obj/Sub. []

Repeat Data (Y/N) []

F5-Rcpt Mstr List F6-Chart Rchts F15-Cat Codes F16-Exp Cat Cds F24-More

1. Locate the account.
2. Change the information as necessary.
3. To change category codes, access one of the following:
 - Category Codes (01-20)
 - Expanded Category Codes (21-23)
4. Use the Change action, and press Enter.

Field	Explanation
Account Level of Detail	<p>A number that summarizes and classifies accounts in the general ledger. You can have up to 9 levels of detail. Level 9 is the most detailed and 1 the least detailed. Example:</p> <ul style="list-style-type: none">3 Assets, Liabilities, Revenues, Expenses4 Current Assets, Fixed Assets, Current Liabilities, and so on5 Cash, Accounts Receivable, Inventories, Salaries, and so on6 Petty Cash, Cash in Banks, Trade Accounts Receivable, and so on7 Petty Cash - Dallas, Petty Cash - Houston, and so on8 More Detail9 More Detail <p>Levels 1 and 2 are reserved for company and business unit totals. When using the Job Cost system, Levels 8 and 9 are reserved for job cost posting accounts.</p>

Field	Explanation
Posting Edit	<p>A code that controls G/L posting and account balance updates in the Account Master table (F0901). Valid codes are:</p> <p>Blank Allows all posting. Posts subledgers in detailed format for every account transaction. Does not require subledger entry.</p> <p>B Only allows posting to budget ledger types starting with B or J.</p> <p>I Inactive account. No posting allowed.</p> <p>L Subledger and type are required for all transactions. Posts subledgers in detailed format for every account. The system stores the subledger and type in the Account Ledger and Account Balances tables. If you want to report on subledgers in the Financial Reporting feature, you should use this code.</p> <p>M Machine-generated transactions only (post program creates offsets).</p> <p>N Non-posting. Does not allow any post or account balance updates. In the Job Cost system, you can still post budget quantities.</p> <p>S Subledger and type are required for all transactions. Posts subledgers in summary format for every transaction. The system stores the subledger detail in the Account Ledger table.</p> <p>This code is not valid for budget entry programs.</p> <p>U Unit quantities are required for all transactions.</p> <p>X Subledger and type must be left blank for all transactions. Does not allow subledger entry for the account.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Subledger accounting uses the following posting edit codes only: S, L, X, and blank.</p>
Billable (Y/N)	<p>Specifies whether a general ledger account should be billed. Valid codes are:</p> <p>Y Yes, the account should be billed.</p> <p>N No, it should not be billed.</p> <p>1 It is eligible only for invoicing.</p> <p>2 It is eligible only for revenue recognition.</p> <p>4 It is eligible only for cost.</p> <p>Note: Codes 1, 2, and 4 relate only to the Service Billing system.</p>

Field	Explanation
Unit of Measure	<p>A user defined code (system 00/type UM) that identifies the unit of measurement for an amount or quantity. For example, it can be the number of barrels, boxes, cubic yards, gallons, hours, and so on.</p> <p>Note: In the journal entry program, the default for units of measure is derived from the Account Master unit of measure. If you enter units, the system uses the required account as the default for this field.</p>
Currency Code	<p>A code specifying the currency of the transaction. This can be any code defined on the Designate Currency Codes form.</p> <p>Note: This currency field only applies to AA and CA ledger types when posting by currency is activated.</p> <p><i>Form-specific information</i></p> <p>This field is used to specify the currency that the account uses. It specifies the account as a monetary account. In account entry programs, you can only use the currency code assigned to the account. Monetary accounts are typically bank accounts.</p> <p>The code you enter in this field can be any currency code defined on Designate Currency Codes.</p> <p>For most accounts, you will want the system to accept a transaction in any currency. In these instances, do not assign a currency code. If you want an account, such as a bank account, to only accept transactions in a specific currency, assign a currency code.</p>
Alternate Object/Sub	<p>This alternate object account is occasionally used to comply with a regulatory chart of accounts, parent company requirements, or third-party coding scheme.</p>

What You Should Know About

Adding accounts	<p>If you are adding several accounts using Revise Single Account, set the Repeat Data field. This prevents fields from being cleared after you add each new account, which makes data entry faster.</p>
Copying an account	<p>To copy an account, first locate the account you want to copy from. Then change the business unit, object, subsidiary, and any other appropriate information. The new account will have its own unique eight-character account ID number.</p>
Multi-Currency	<p>Do not change the currency code of an account after you enter transactions to it. To do so affects the integrity of your data.</p>

Deleting Accounts



From General Accounting (G09), choose **Organization and Account Setup**
From Organization and Account Setup (G09411), choose **Accounts by Business Unit or Accounts by Object**

You can either:

- Delete an account by business unit
- Delete an account by object

You cannot delete an account that has transactions and balances in the Account Ledger (F0911) and Account Balances (F0902) tables.

As a policy, you might want to make unused accounts inactive rather than delete them. When you make an account inactive, you can no longer enter transactions for the account. However, you can see the historical activity.

To delete an account by business unit

On Accounts by Business Unit

1. Locate the account by completing the following field:
 - Business Unit
2. If the posting edit code is blank, clear the following fields:
 - Account
 - Subsidiary
 - Description
 - Level of Detail
 - Account Number (Third Account Number)
 - Posting Edit Code
 - Budget Pattern Code
3. To delete the account, use the Change action.

What You Should Know About

Deleting all accounts in a business unit

To delete all accounts in a business unit, use the Delete action and roll through the accounts to the bottom of the list. This ensures that the system deletes all the accounts. The system will not delete any accounts that have transaction details associated with them.

Posting edit codes

If the posting edit code is N and you clear the Account field only, you create a blank object account in the account master. To delete the account, follow the steps to delete an account by business unit.

To delete an account by object

On Accounts by Object

1. Locate the account by completing one of the following fields:
 - Skip to Account
 - Skip to Business Unit
2. Clear the following fields:
 - Business Unit
 - Account
 - Subsidiary
 - Description
 - Level of Detail
 - Posting Edit Code
 - Company Number
 - Budget Pattern Code
3. Use the Change action and press Enter

Translating Accounts



From General Accounting (G09), choose **Organization and Account Setup**
From Organization and Account Setup (G09411), choose **Translate Accounts**

If you are operating in a multiple language environment, you can translate the descriptions of your accounts. The descriptions correspond to the language specified for each person who uses the JD Edwards World system. For example, when a French-speaking user accesses an account that has a French translation, the description appears in French, rather than the base language.

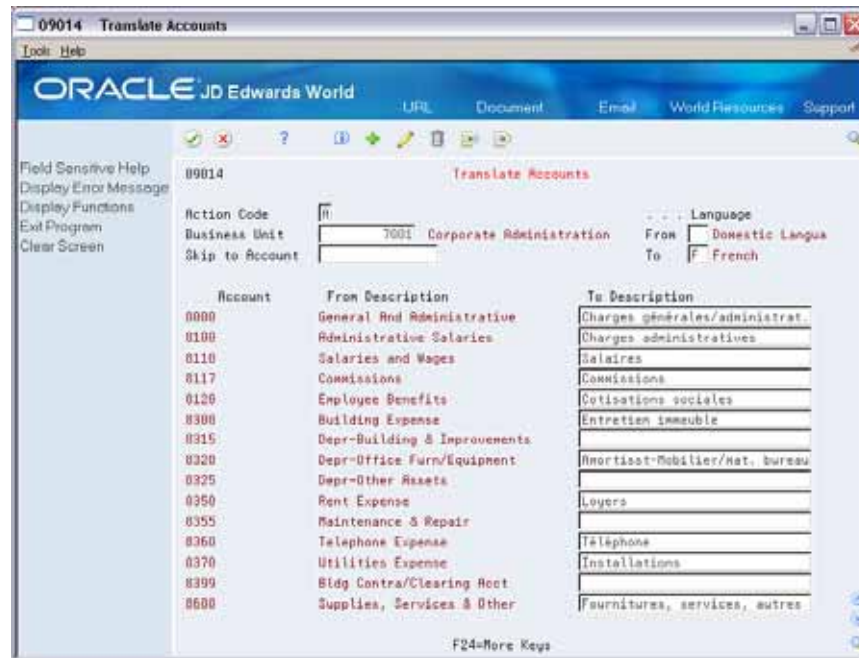
The system stores account translation information in the Account Master Alternate Description table (F0901D).

Before You Begin

- Set up the language preference in the user profile. See the *Technical Foundation Guide* for more information.

To translate an account

On Translate Accounts



1. Locate the account by completing the following fields:
 - Business Unit
 - Skip to Account (optional)
 - Language To
2. Complete the following fields:
 - Language From (optional)
 - To Description
3. To add your record, press Enter.

What You Should Know About

Printing a translation report

To track the accounts you have translated and verify the translations, print the Account Translation Report. This report shows the base language and one or all of the alternate languages, depending on a processing option.

Deleting translations for an account

Clear the description you want to delete and use the Change action.

Translating AAIs and user defined codes

You can also translate the descriptions of AAIs and user defined codes.

See also Working with AAIs and Working with User Defined Codes.

Generate Account Description Search

Generating Account Description Search



From General Accounting (G09), enter 27
From G/L Advanced & Technical Operations, choose **Build Search Word File**

To search for an account by its account description, the tables containing the search words must already exist.

After you add, change, or delete account master information, run the Build Search Word File program. This program creates tables that contain all words in the Account Description field, the 23 category codes in the Account Master table (F0901), and, optionally, the 30 category codes from the Business Unit Master table (F0006).

When you run this program for the first time, it builds the following tables:

- G/L Accounts Word Search Master (F09800)
- LF-Word (F09800LA)
- LF-Account ID Word (F09800LB)
- Search Word Occurrences (F009109)

When you run this program after the initial build, it refreshes these tables.

This program is not character case-sensitive. It locates and retrieves words regardless of whether they are upper or lower case.

The Build Search Word File program is a DREAM Writer program.

Processing Options

See [Build G/L Word Search File \(P09BDWRD\)](#).

Review Your Chart of Accounts

Reviewing Your Chart of Accounts



From General Accounting (G09), choose **Organization and Account Setup**
From Organization and Account Setup (G09411), choose **Online Chart of Accounts**

After you create your chart of accounts or make revisions to it, you should review your object accounts across all companies and business units. By reviewing your accounts, you can:

- Locate any inconsistencies in your chart of accounts
- Verify that similar types of accounts are set up for financial consolidations to function properly
- Determine which object account numbers are available (unused) if you need to add new accounts

The system displays object accounts in ascending order regardless of business unit or company. You can print your chart of accounts from this form.

The system stores chart of account information in the Chart of Accounts Reference table (F0909).

Before You Begin

- Run Refresh Chart of Accounts if you have made revisions to your accounts. This program can take a long time to run, especially if you have made many revisions or have a large chart of accounts. You might want to run it during off-peak hours.

To review your chart of accounts

On Online Chart of Accounts



Complete the following fields (optional):

- Skip to Code
- Level of Detail

See Also

- *Revising Accounts (P09011)*

Work with Subledgers

Working with Subledgers

In addition to the business unit.object.subsidiary method of account coding, you can use subledgers. Subledgers provide the most detailed record of accounting activity for a business unit. You might use subledger accounting to track:

- Revenues and expenses by account representative
- Receivables and payables by employee
- Intercompany settlements by detail entry

With subledger accounting, you can:

- Review detailed account totals for specific subledgers by grouping posted transactions with the same subledger and subledger type.
- Review similar types of subledgers across accounts. For example, you can review all accounting activity by an asset ID or work order number.

Working with subledgers consists of:

- [Defining Additional Subledger Types](#)
- [Defining Accounts That Require Subledgers](#)
- [Inactivating Subledgers](#)

Both the subledger number and subledger type for a G/L account provide the detailed accounting activity. The subledger number becomes the audit trail for the posted subledger transactions.

Before you can use subledgers, you must decide which subledger types you will use. There are eight predefined, hard-coded subledger types. The system verifies the subledger number for each type against a specific master table.

Subledger Type	Description
A	Edits against the Address Book Master table (F0101). This is the most commonly used subledger type. Use this type to track expenses that are associated with salespeople, employees, and so on. You also use it for the detail method of intercompany settlements.
C	Edits against the Business Unit Master table (F0006).
E	Edits against the Equipment Master table (F1201).
I	Edits against the Item Master table (F4101).

Subledger Type	Description
J	Edits against the Change Request Master table (F5310).
L	Edits against the Tenant/Lease Master table (F1501).
O	Edits against the Sales Order Master table (F4201).
S	Edits against the Chart of Accounts Format table (F0907). This is the structured subledger type.
W	Edits against the Work Order Master table (F4801).

What You Should Know About

Reviewing subledger information


Use the following online and report programs to review subledger information:

- Trial Balance with Subledger
- Account Balance with Subledger
- G/L with Subledger Totals report
- FASTR

See Also

- *Entering Journal Entries with Subledgers (P09101)*

Defining Additional Subledger Types

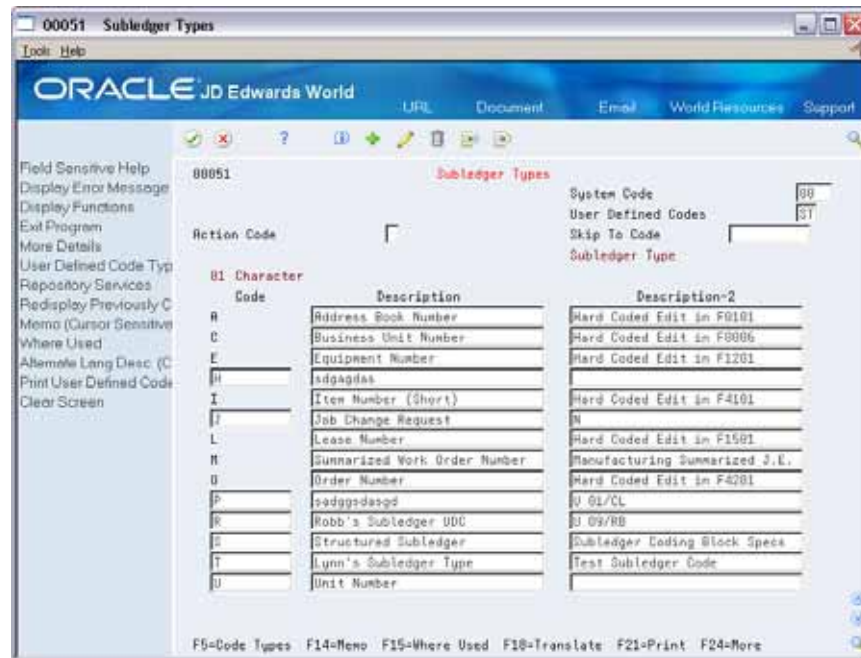
	From General Accounting (G09), enter 29 From General Accounting System Setup (G0941), choose Subledger Types
---	--

In addition to the eight predefined subledger types, there are three subledger types (X, Y, and Z) that you can define in user defined codes (00/ST). Because these types are not edited against any JD Edwards World tables, you should define them only if you want the system to edit values against a format requirement rather than a specific value.

You can also define other subledger types and specify a user defined code table for each. The system edits the subledger number against the user defined code table for the subledger type.

To define additional subledger types

On Subledger Types



Complete the following fields:

- Code
- Description
- Description-2

What You Should Know About

Editing subledger types X, Y, and Z

The first character of the Description-2 field controls which format the system edits against the subledger type. Values are:

- A Alphanumeric, left justify, blank fill
- N Numeric, right justify, zero fill
- C Alphanumeric, right justify, blank fill

Editing subledger types against user defined code tables


If you define additional subledger types (other than types X, Y, and Z), the Description-2 field controls which user defined code table the system edits against the subledger type.

Enter the letter U as the first character of the Description-2 field, followed by a space, followed by the identifier for the user defined code table (system code/code type).

For example, to define a new subledger type B, which will be edited against user defined code table 55/01, enter the following in the Description-2 field:

U 55/01

Defining Accounts That Require Subledgers

	From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Revise Single Account, Accounts by Business Unit, or Accounts by Object
---	--

You must define which accounts require subledgers and how amounts are to be posted. You do this by assigning a posting edit code to the account.

To define an account that requires a subledger

On **Revise Single Account, Accounts by Business Unit, or Accounts by Object**

1. Locate the account.
2. Change the following field to S, L, X, or blank:
 - Posting Edit

Field	Explanation
Posting Edit	<p>A code that controls G/L posting and account balance updates in the Account Master table (F0901). Valid codes are:</p> <p>blank Allows all posting. Posts subledgers in detailed format for every account transaction. Does not require subledger entry.</p> <p>B Only allows posting to budget ledger types starting with B or J.</p> <p>I Inactive account. No posting allowed.</p> <p>L Subledger and type are required for all transactions. Posts subledgers in detailed format for every account. The system stores the subledger and type in the Account Ledger and Account Balances tables. If you want to report on subledgers in the Financial Reporting feature, you should use this code.</p> <p>M Machine-generated transactions only (post program creates offsets).</p> <p>N Non-posting. Does not allow any post or account balance updates. In the Job Cost system, you can still post budget quantities.</p> <p>S Subledger and type are required for all transactions. Posts subledgers in summary format for every transaction. The system stores the subledger detail in the Account Ledger table.</p> <p>This code is not valid for budget entry programs.</p> <p>U Unit quantities are required for all transactions.</p> <p>X Subledger and type must be left blank for all transactions. Does not allow subledger entry for the account.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Subledger accounting uses the following posting edit codes only: S, L, X, and blank.</p>

What You Should Know About

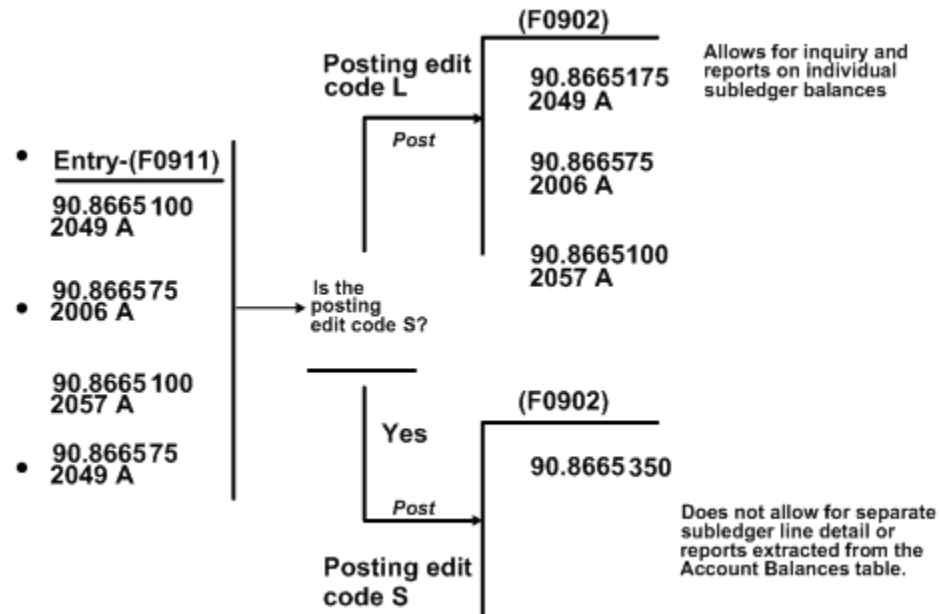
Posting edit codes L and S If you assign posting edit code L or S to an account, and if the account has an assigned subledger type, every transaction for the account requires the following:

- Subledger
- Subledger type

The subledger type for the transaction must match the subledger type code that you defined for the account.

Example: Posting Edit Codes

The following diagram shows how information stored in the Account Balances table is affected by the posting edit code.



Inactivating Subledgers

You might need to make a subledger inactive. For example, if an employee takes a leave of absence, you can inactivate their address book number for use as a subledger so that travel and entertainment expenses cannot be entered for them during their absence.

To inactivate a subledger

To inactivate a subledger, access its corresponding master form. For example, to inactivate a subledger for an employee, access Address Book Revisions.

1. Locate the subledger.
2. Change the following field to any value other than blank:
 - Subledger Inactive

Field	Explanation
Subledger Inactive Code	<p>A code that indicates whether a specific subledger is active or inactive. Any value other than blank indicates that a subledger is inactive. Examples are jobs that are closed, employees that have been terminated, or assets that have been disposed. If a subledger becomes active again, set this field back to blank.</p> <p>If you want to use subledger information in the tables for reports but want to prevent transactions from posting to the master record, enter a value other than blank in this field.</p>

What You Should Know About

Inactivating a business unit When a project or job is on hold or is complete, you can inactivate the business unit from use as a subledger. On *Revise Single Business Unit*, complete the Subledger Inactive field.

9 System Setup

Overview to System Setup

Objectives

- To understand how to set up the features and functions that allow you to process general accounting information

About System Setup

Before you use the General Accounting system, you need to set up and define certain information that the system will use during processing. This information is used to customize the system for your business needs. For example, when entering journal entries, you can have the system verify the total amount after you enter the batch by setting up batch control.

See the following for information about system setup that is required:

- Setting up constants for General Accounting
- About AAIs
- About AAIs for General Accounting
- Working with AAIs
- About user defined codes
- About user defined codes for General Accounting
- Working with user defined codes
- Setting up next numbers

See the following for information about system setup that your organization might require:

- About multi-currency
- Setting up multi-currency
- Work with currency codes and decimals
- Working with exchange rates

What Are the System Setup Features?

The following describes the system setup features and their purpose.

Feature	Description
Constants	<p>Establish system basics, such as:</p> <ul style="list-style-type: none"> ▪ Whether the system verifies that the amount and number of documents in a batch of journal entries balance to the totals that you enter separately ▪ Whether you require management approval of batches of documents before posting ▪ Whether the system allows posting of batches to a prior accounting period within the current year ▪ How the system handles invalid account numbers on journal entries ▪ What symbols you will use to identify the format of the account numbers you enter during data entry ▪ Whether the system uses multiple currencies and, if so, the method of conversion ▪ How the system processes journal entries that cross company boundaries (intercompany settlements)
AAIs	<p>Define the rules for the chart of accounts and establish how the system creates automatic entries. If you are using the JD Edwards World system in a multi-lingual environment, you can translate the descriptions of your AAIs.</p>
User defined codes	<p>Define customized codes, such as document types, that are appropriate for your business needs.</p>
Next numbers	<p>Establish an automatic numbering system for documents.</p>
Multi-currency	<p>Establish how multiple currency features will work, if you are handling more than one currency in the JD Edwards World system. You need to determine:</p> <ul style="list-style-type: none"> ▪ The types of financial restatement method to use ▪ The ledger types to use ▪ Whether you want to post balances by currency ▪ Whether you want the system to create intercompany settlements for companies using different currencies

Before You Begin

- Determine your reporting needs and set up your companies, fiscal patterns, business units, accounts, and category codes

What You Should Know About

Taxes

If you use the JD Edwards World system to track and report taxes, you can set up the General Accounting system for journal entries with taxes.

See the *Tax Reference Guide*.

See Also

- *Setting Up Detailed Currency Restatement (P11410)*
- *Setting Up Intercompany Settlements (P000909)*
- *Setting Up Cross-Environment Intercompany Settlements (P09196)*

Set Up Constants for General Accounting

Setting Up Constants for General Accounting



From General Accounting (G09), enter **29**
From General Accounting System Setup (G0941), choose **General Accounting Constants**

Constants provide a basic framework for how your General Accounting system works, based on your business needs. Generally, one person sets up constants. JD Edwards World recommends that you do not change constants after they have been set up because this might produce unpredictable results.

Setting up general accounting constants consists of the following steps:

- [To set up batch control](#)
- [To set up batch approval](#)
- [To set up posting to prior periods](#)
- [To set up control of invalid account numbers](#)
- [To set up account symbols](#)
- [To set up control of intercompany settlements](#)
- [To set up currency conversion](#)

Information about the general accounting constants is stored in the Company Constants (F0010) and General Constants (F0009) tables.



Before You Begin

- Ensure that only authorized personnel can access and change general accounting constants

See Also

- *Working with Batch Control for Journal Entries (P000909)*
- *Setting Up Multi-Currency (P00105)*
- *Setting Up Intercompany Settlements (P00105)*

To set up batch control

When you create a batch of documents, such as journal entries, you might want to enter the total number of documents and total currency amount for each batch. This allows you to verify the total amount expected against the total amount entered immediately after you enter each batch.

On General Accounting Constants

Change the following field:

- Batch Control Required

Field	Explanation
Batch Control Required (Y/N)	A code that generates automatic verification of the totals entered for each batch. Valid codes are:
Y	Batch control on. A batch header control form appears when you select journal entries. You enter the total number of documents and the input total, which is the total currency amount you expect the batch to contain. When you finish entering each batch, the system displays the difference, if any, between the input totals and the totals you actually entered.
N	Batch control off.

To set up batch approval

You can specify that management approves each batch of journal entries before it can be posted.

To permit automatic posting of fixed asset batches that consist of transfers, depreciation, and revaluation entries for the Fixed Asset system, you can specify that management approval is not required.

On General Accounting Constants

Change the following fields:

- Management Approval of Input
- Management Approval of Input F/A

Field	Explanation
Management Approval of Input (Y/N)	A code that controls approval of batches for posting. Valid codes include:
Y	Management approval is required. The system assigns a status code of Pending to each batch. You must manually change the status to Approved before the system will allow the batch to post to the general ledger.
N	Management approval is not required. The system automatically approves for posting all batches that do not have error conditions.
Management Approval of Input F/A (Y/N)	A code that controls approval of Fixed Asset transfer and depreciation batches for posting. Valid codes are:
Y	Management approval is required. The system assigns a status code of Pending to each batch. You must manually change the status to Approved before the system will post the batch to Fixed Assets.
N	Management approval is not required. The system automatically approves all batches for posting.

To set up posting to prior periods

There might be instances, especially during implementation, when you want to post batches to prior accounting periods. You control whether the system allows you to do this.

On General Accounting Constants

Change the following field:

- Allow Posting Before Cutoff (PBCO)

Field	Explanation
Allow PBCO Postings (Y/N)	<p>A code that controls posting to prior accounting periods (Posted Before Cutoff). Valid codes include:</p> <p>N No, do not allow posting to prior periods</p> <p>Y Yes, allow posting to prior periods</p> <p>If you enter Y in this field, the system generates a warning message to prevent accidental postings to a prior period.</p>

What You Should Know About

Posting to prior periods You might need to close the prior period again and process updated period-end financials for that period and subsequent periods.

To set up control of invalid account numbers

You control whether you allow journal entries to be entered with invalid account numbers. Invalid account numbers are account numbers that have not yet been defined in the system. By being able to enter an invalid account number, you can complete a batch without exiting and losing your entries.

If you allow invalid account numbers, the system does one of the following:

- Leaves the batch in an error status and unposted until you correct the invalid account number
- Creates new accounts dynamically, if you have set up the system to do so

On General Accounting Constants

Change the following field:

- Allow Invalid Accounts

Field	Explanation
Allow Invalid Accounts (Y/N)	<p>A code that allows entry of invalid account numbers for distribution of vouchers, invoices, or journal entries. Valid codes are:</p> <p>N No, do not allow invalid account numbers</p> <p>Y Yes, allow invalid account numbers, provided the number is preceded by the invalid account symbol, &. (ampersand). You must either change the number to a valid account number or set up a new account number before the batch will post.</p> <p>The system verifies the general ledger account number against the Account Master table (F0901).</p>

To set up account symbols

When you enter an account number during data entry, you can use any of three formats:

- Business Unit.Object.Subsidiary
- Short ID (8-digit, system-assigned number)
- Third account number

You designate the format you are using by preceding the account number with a symbol that identifies the format. You can also define the symbol that separates the different components of the business unit, object, subsidiary account format or a flexible account number format.

On General Accounting Constants

Change the following fields:

- Symbol to Identify Short Number
- Symbol to Identify BU.Object.Sub
- Symbol to Identify 3rd G/L Account Number
- Account Separator Character

Field	Explanation
Symbol to Identify Short Number	<p>A code, such as * or /, that precedes the general ledger short account number (the eight-digit code) during data entry. When you leave this field blank, the system uses the default of * (asterisk).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If the short account number is the one you typically use, leave this field blank. If it is seldom used, enter a symbol to identify it to the system.</p> <p>Only one of the three fields used for account symbols can be blank. The other two must each be unique. Be sure that no symbol is used for another purpose in the system (period, comma, and so on).</p>
Symbol to Identify BU.Object.Sub	<p>A code, such as blank, *, or / that precedes the long (business unit.object.sub) account number during data entry. When you leave this field blank, the system uses the default of blank.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The long account number (BU.Object.Sub) is most commonly used. If it is the one you typically use, leave this field blank. If it is seldom used, enter a symbol to identify it to the system.</p> <p>Only one of the three fields used for account symbols can be blank. The other two must each be unique. Be sure that no symbol is used for another purpose in the system (period, comma, and so on).</p>
Symbol to Identify 3rd G/L Account	<p>A code, such as * or /, that precedes the third, or unstructured, account number during data entry. If you leave this field blank, the system uses the default of / (slash).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If the third account number is the one you typically use, leave this field blank. If it is seldom used, enter a symbol to identify it to the system.</p> <p>Only one of the three fields used for account symbols can be blank. The other two must each be unique. Be sure that no symbol is used for another purpose in the system (period, comma, and so on).</p>
Account Separator Character	<p>A character that divides the business unit, object, and subsidiary elements or the flex account code elements of an account number on forms or reports. When you leave this field blank, the system uses the default of '.' (period).</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>You can use any special character except & (the invalid account prefix for World) or \ (the work order prefix) as separator characters. Do not use alphabetic characters or numbers.</p>

To set up control of intercompany settlements

If you have journal entries that cross company boundaries, you need to decide whether you want to keep the companies in balance by allowing the system to create automatic intercompany entries.

On General Accounting Constants

Change the following fields:

- Intercompany Settlements
- Configured Hub

Field	Explanation
Intercompany Settlements	<p>A code that controls the automatic creation of journal entries between companies within an organization.</p> <p>Valid codes include:</p> <p>Y Yes, create intercompany settlements in the post program using a hub company</p> <p>1 Flex compatible, create intercompany settlements in the post program using a hub company</p> <p>D Yes, create intercompany settlements without a hub company</p> <p>2 Flex compatible, create intercompany settlements without a hub company</p> <p>N No, do not create intercompany settlements (the system does not post the batch if it contains intercompany settlements)</p> <p>* No, do not create intercompany settlements (the system posts the batch even if it contains intercompany settlements)</p>
Configured Hub	<p>A code that indicates that the system will use configured hubs when it creates journal entries between companies in an organization.</p> <p>Blank The system will not use configured hubs when it creates intercompany settlements.</p> <p>1 The system will use the configured hubs that you have defined when it creates intercompany settlements.</p>

To set up currency conversion

If your business uses more than one currency, you must designate the method of currency conversion to use.

You can also decide whether to allow intercompany settlements in multiple currencies.

Before You Begin:

Set up multiple currencies. If you use multiple currencies, you must first complete all of the system setup and then complete the currency setup.

Add multi-currency transactions. If you enter transactions of different currencies into the same batch, the Total Entered field under the Batch Amount Expected field is a hash total. The system adds the various currencies without using a decimal separator. The system displays the hash total with the number of decimal places specified in the data dictionary.

You can change the Display Decimals field in the data dictionary for Total Entered (AME) and Batch Amount Expected (AICU) to zero to avoid confusion. See the *Technical Foundation Guide* for more information about how to change decimals.

On General Accounting Constants

Change the following fields:

- Multi-Currency Conversion
- Allow Multi-Currency Intercompany Journal Entry

Field	Explanation
Multi-Currency Conversion (Y/N/Z)	<p>A code that specifies whether to use multi-currency accounting, and the method of multi-currency accounting to use:</p> <p>Codes are:</p> <p>N Do not use multi-currency accounting. Use if you enter transactions in only one currency for all companies. The multi-currency fields will not appear on forms. The system supplies a value of N if you do not enter a value.</p> <p>Y Activate multi-currency accounting and use multipliers to convert currency. The system multiplies the foreign amount by the exchange rate to calculate the domestic amount.</p> <p>Z Activate multi-currency accounting and use divisors to convert currency. The system divides the foreign amount by the exchange rate to calculate the domestic amount.</p>

Field	Explanation
Allow Multi-Currency Intercompany JE	<p>A code that specifies whether to allow three or more currencies including the domestic currency in one journal entry. Codes are:</p> <p>Y Allow multiple currencies for intercompany journal entries</p> <p>N Do not allow multiple currencies for intercompany journal entries</p> <p>If you allow multiple currencies for intercompany journal entries, the G/L Post will create adjusting entries for those accounts with the foreign currency code of the transaction.</p> <p>Note: If you allow multiple currencies for intercompany journal entries, you must create your intercompany settlements in detail.</p>

Understand AAIs

About AAIs

Automatic accounting instructions (AAIs) define the relationships between your day-to-day accounting functions and your chart of accounts. AAIs are rules that define how to create general ledger entries for each transaction.

For example, AAIs determine how the post program creates journal entries for intercompany settlements. AAIs also determine how the system distributes the journal entries so that each company maintains a zero net balance.

Each JD Edwards World system that interfaces with the General Accounting system has AAIs. Each AAI is associated with a specific general ledger account that consists of:

- A business unit
- An object
- A subsidiary (optional)

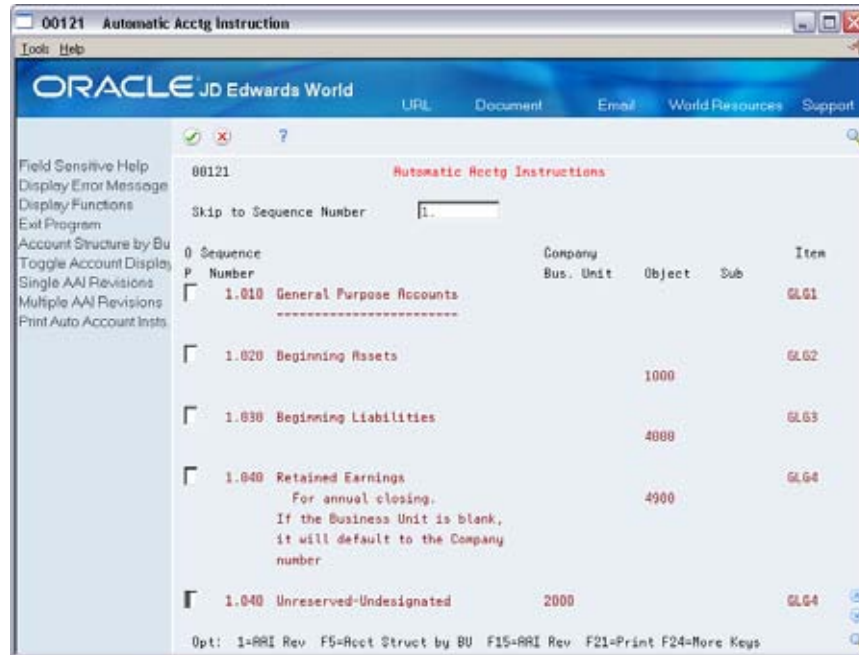
Groups of AAI items with a common purpose have a similar prefix.

To allow for more flexibility, some AAI items have one of the following user defined suffixes:

- X suffix. The x suffix indicates a currency code. Some AAIs have a suffix of xxx to accommodate three-character currency codes. Use these AAIs to set up multiple AAI types for each company. If an AAI item has an x suffix (one or more lowercase x letters), the system replaces the x letters with characters.
- Y suffix. This suffix indicates a G/L offset code. Some AAIs have a suffix of yyyy to accommodate one- to four-character offset codes. For example, the object account for notes payable (offset code NOTE) can be different from the one for trade accounts payable (offset code TRAD).

Elements of an AAI Form

The Automatic Accounting Instructions form shows an index, or list, of the AAIs used in the JD Edwards World systems.



What You Should Know About

Sequence Number

The Sequence Number does not serve a programming function. You use it, only to determine where an AAI appears in the list.

Company/Business Unit

There is no entry under Company /Business Unit because default AAIs are set up for company 00000. Use the GLGX items for system wide setup.

Item (AAIs)

The item is the hard-coded name of the AAI and you cannot change it. With in JD Edwards World, programs look for specific AAI items.

Default AAIs

The system uses a combination of company and AAI item to determine which account to use in a particular situation. You can create AAIs for each unique combination of company and G/L offset code that you anticipate using. You can create various combinations to direct entries to different offset accounts.

Your system includes AAIs that are already assigned to company 00000. You can customize these AAIs to fit your company, business unit, or object account setup. You must assign a valid account to the default AAIs for company 00000. If the system cannot find an AAI for a specific company, it uses the AAI for company 00000. You do not need to set up an AAI for any company that uses the default AAI.

Understand AAls for General Accounting

About AAls for General Accounting

The name of an Automatic Accounting Instruction (AAI) item, such as GLG, is hard-coded. Each AAI item has account codes consisting of a business unit, object, and subsidiary which are mapped to your chart of accounts.

The system uses AAls to determine how to distribute G/L entries that are generated by the system. The AAls in the General Accounting system do the following:

- Describe the structure of your chart of accounts to JD Edwards World systems. The financial reporting, annual close procedures, and other programs use this information.
- Define special interim total levels to be used in financial reports.
- Define speed codes, which let you simplify data entry functions.
- Define intercompany settlements.
- Define the account ranges eligible for reconciliation.
- Define the account number containing the calculation for retained earnings, and the range for profit and loss accounts involved in the annual close.
- Define the account ranges to exclude from being summarized or purged.
- Define the accounts to be used for gain and loss recognition if you work with multiple currencies.

Information about AAI items is stored in the Automatic Accounting Instructions Master table (F0012).

Which AAls Are Available?

The AAls in the General Accounting system are used to define the following:

- General purpose accounts
- Financial statement totals
- Financial ratio accounts
- Speed codes
- Account summarization
- Reconcilable ranges
- Prior year account purges

The AAI for intercompany settlements are used to define the following:

- Hub company intercompany accounts
- Accounts for intercompany settlements

The AAI for multi-currency accounting are used to define the following:

- Accounts for unrealized gains and losses
- Offset accounts for unrealized gains and losses
- Account ranges for tracking balances by currency

See Also

- *Setting Up Intercompany Settlements (P00121)* for information about AAI for intercompany settlements
- *Setting Up AAI for Multi-Currency (P00121)* for information about AAI for multi-currency accounting
- *Tax Reference Guide* for information about AAI for taxes

General Purpose Accounts

The general purpose AAI (GLGx), define account ranges for the different categories in your chart of accounts. For example, you can define an account range for your assets that begins with object account 1000, for your liabilities that begin with object account 2000, and so on. These AAI are used primarily for financial reporting.

The following example shows the information that is needed when setting up a GLGx item.

Item	Description	Company	Business Unit	Object	Subsidiary	Sequence Number
GLGx	Default Accounts	00000	N	R	O	1.01

When setting up general purpose AAI (GLGx), you must use Company 00000, as the system assumes your account structure is consistent across all companies. The only general AAI that you can set up to be company specific is GLG4 (Retained Earnings).

The following describes each AAI item for GLGx and its setup considerations:

AAI	Description
GLG2	Beginning account range for assets. <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account only.

AAI	Description
GLG3	<p>Beginning account range for liabilities and equities. You can use this item to reverse the sign on financial reports.</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account only.
GLG4	<p>Defines the account number that the system uses to update the retained earnings of each company</p> <ul style="list-style-type: none"> ▪ Can be set up to be company specific. The account should be a posting account for machine-generated entries. ▪ Enter the object account. Business unit is optional. <p>See Annual Close in this section.</p>
GLG5	<p>Ending account number for year-to-date income and loss. This should indicate the last balance sheet account, which must be non-posting. The system uses this item in the balance sheet to ensure that assets are equal to liabilities plus equity (a calculated figure).</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account only.
GLG6	<p>Beginning account range for revenue. The system uses this item for automatic sign reversal on reports, and to calculate the percentage of revenue on some reports and the retained earnings for G/L annual close.</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account only.
GLG7	<p>Ending account range for revenue. The system uses this item for automatic sign reversal and to calculate the percentage of revenue on some reports.</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account. ▪ Enter the subsidiary, if applicable.
GLG8	<p>Beginning account range for cost of goods sold. You can use this item to reverse the sign of expense accounts on some financial reports.</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account only.
GLG9	<p>Ending account range for cost of goods.</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ Enter the object account. ▪ Enter the subsidiary, if applicable.

AAI	Description
GLG11	Account range for other income. You can use this item to reverse the sign of income accounts on some financial reports. <ul style="list-style-type: none"> Set up for Company 00000 Enter the object account only.
GLG12	Account for ending profit and loss (income statement). Use it to calculate retained earnings for G/L annual close. <ul style="list-style-type: none"> Set up for Company 00000 Enter the object account Enter the subsidiary, if applicable. <p>Note: If you do not enter an object account, the system uses account 999999.</p> <p style="padding-left: 40px;">Revenues (GLG6) +Expenses (GLG12) Retained Earnings (GLG4)</p>
GLG13	Account range for other expenses. You can use this item to reverse the sign of other expense accounts on some financial reports. <ul style="list-style-type: none"> Set up for Company 00000 Enter the object account only.

Special Considerations for Retained Earnings

AAI item GLG4 defines the account that the system uses to update the retained earnings of each company. The account must be a posting account for machine-generated entries. During the annual close, the system looks for the GLG4 item to post retained earnings.

JD Edwards World recommends that you use the company number for the business unit number on the balance sheet. That means that company 00100 would use the default of business unit 100. If your companies and business units are set up accordingly, you need to set up only one GLG4 item.

If your company number is different from the business unit on your balance sheet, you must set up item GLG4 for each company.

GLG4 is the only general purpose AAI item that you can set up by company. All other general purpose items are set up only for company 00000.

The system searches AAIs for the appropriate company/item combination. For example:

- If closing company 00100, the system uses GLG4 for company 00000, or business unit 100 and the specified retained earnings object account, to post the retained earnings amount.

- If closing company 00300, the system uses GLG4 for company 00000, or business unit 300 and the specified object account.

Financial Statement Totals

When you produce financial reports, the system creates report subtotals based on the AAI item FSxx. Using the FSxx AAIs; you can define the text for the subtotals. These AAI items are optional. If you use them, your account number series must be consistent across all companies for your reports to be meaningful.

The following example shows the information that is needed when setting up an FSxx item.

Item	Description	Company	Business Unit	Object	Subsidiary	Sequence Number
FSxx	Financial Statement Totals			R	O	1.01

AAI Items FS01 Through FS15

Title accounts are used for AAI items FS01 through FS15.

AAI	Description
FS01 – FS 15	<p>FSxx accounts define the breaks for subtotalling. A title account is an object account with a posting edit code of N. The AAI description prints on the report. The line prints before the object account specified. The subtotal for each of these AAI items prints before the specified account range</p> <ul style="list-style-type: none"> ▪ Set up for Company 0000 ▪ Enter an object account that has a posting edit code of N <p>Note: You can print up to 15 subtotals by replacing xx with 01 through 15. The program determines the beginning of your chart of accounts (as defined by the GLGx AAIs) and sums all accounts up to the object account defined in the FSxx subtotal.</p>

Example: Income Statement

The subtotals for an income statement might be:

- Gross Margin
- Operating Income
- Net Profit Before Taxes
- Net Income (Loss)

The following income statement shows these subtotals. When you print an income statement, you must set the appropriate processing option so the subtotals appear in order, that is, from the top to the bottom of the report.

00100 - Model Finan/Distrib Co (Mktg)				JD Edwards World Company 00100		Page - 3	
				Simple Income Statement		Date - 4/18/17	
				6 Months Ending 06/30/17			
Current Month		Last Year		Year to Date		Last Year To Date.	
Actual	%	Actual	%	Actual	%	Actual	% Chng

Revenues							

12,579,424.80	68.1	22,254,329.98	67.5	Sales - Product A	72,378,232.32	67.9	75,527,295.66
5,047,870.05	27.3	9,133,291.10	27.7	Sales - Product B	28,831,043.09	27.0	31,017,299.94
840,064.95	4.6	1,594,048.98	4.8	Sales - Other	5,451,295.73	5.1	5,792,234.13

18,467,359.80	100.0	32,981,670.06	100.0	Revenues	06,660,571.14	100.0	12,336,829.73

Direct Costs							

14,007,772.88	75.9	26,358,049.26	79.9	Cost of Sales - Product A	81,239,604.14	76.2	87,099,988.40
1,210,525.27	6.6	2,068,430.34	6.3	Cost of Sales - Product B	7,019,348.02	6.6	7,263,328.66
150,572.93	0.8	515,933.32	1.6	Cost of Sales - Other	1,743,145.34	1.6	1,853,513.61

267,814.20	1.5	485,742.74	1.5	Other Direct Expenses			

15,636,685.28	84.7	29,428,155.66	89.2	Outside Operations			

				Allocated Overhead	1,535,817.71	1.4	1,652,427.75

				Direct Costs	91,537,915.21	85.8	97,869,258.42

2,830,674.52	15.3	3,553,514.40	10.8	Gross Margin	15,122,655.93	14.2	14,467,571.31

General And Administrative							

				Administrative Salaries	11,260.09		

				General And Administrative	11,260.09		

309,272.37	1.7	441,263.46	1.3	Building Expense	1,701,089.95	1.6	1,583,155.75
51,928.49	0.3			Equipment Expenses			

				Supplies, Services & Other	108,460.33	0.1	

				Computer Expenses	1,600.38		

437,151.61	2.4	441,263.46	1.3	Interest Expense			

				Salary and Wages	1,982,047.21	1.9	1,583,155.75

2,393,522.91	13.0	3,112,250.94	9.4	Operating Income	13,129,348.63	12.3	12,884,415.56
13,870.00	0.1			Other Income	13,790.00		
12,000.00-	0.1			Other Expense	12,000.00-		

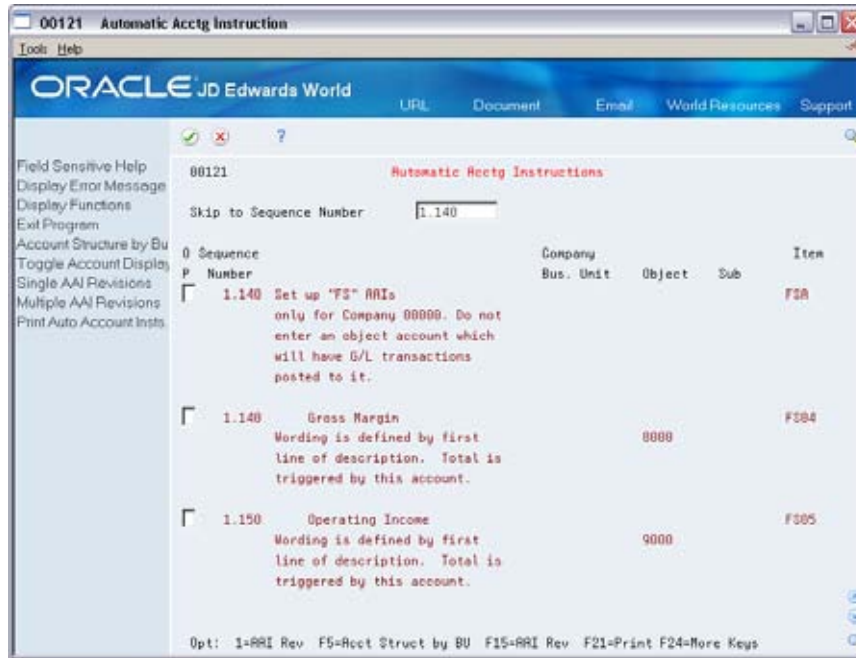
2,395,392.91	13.0	3,112,250.94	9.4	Net Profit Before Taxes	13,131,138.63	12.3	12,884,415.56

Income Taxes							

1,870.00				Other Income and Expense	1,790.00		

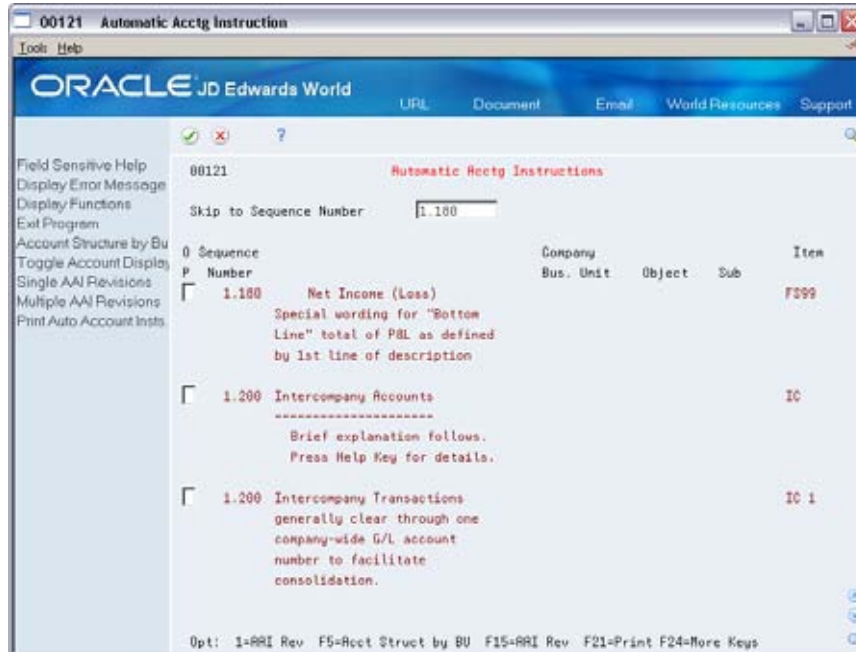
2,395,392.91	13.0	3,112,250.94	9.4	Net Income (Loss)	13,131,138.63	12.3	12,884,415.56

In the following example, the system will generate an Operating Income total before printing the balances for the 9000 (Other Income and Expense) account range.



AAI Item FS99

AAI item FS99 provides the net income wording. The text on the first line is the description that appears on the last line of your income statements. Account information is not required.



Financial Ratio Accounts

The AAI items for Fxx define the account ranges for the different financial ratios such as debt to total assets, inventory turnover, and profit margin on sales. These

account ranges include inventory, fixed assets, long term debt, and so on. These AAI items are used only in financial reporting. The sequence number for this series is 90.

These AAI items are optional. If you use them, your account number series must be consistent across all companies for your reports to be meaningful.

The following example shows the information that is needed when setting up an Fxx item.

Item	Description	Company	Business Unit	Object	Subsidiary	Sequence Number
Fxx	Financial Ratios		O	R	O	1.280

AAI	Description
Fxx	Defines the account ranges for different financial ratios. JD Edwards World has hard coded the Fxx AAIs to calculate specific ratios.

You must define your Fxx account range to coincide with the following ratios:

- Liquidity Ratios
 - Current Ratio - Current Assts (F01-F06)/Current Liabilities (F08-F09)
 - Quick/Acid Test - Assets less Inventories (F01-F06)-(F04-F05)/Current Liabilities (F08-F09)
- Leverage Ratios
 - Debt to Total Assets - Long Term Debt (F10-F11)/Total Assets (F01-F08)
 - Times Interest Earned - Earnings before Interest and Taxes (Net Income-(F17 - F18)-(F19 - F20))/Interest Payments (F17 - F18)
- Activity Ratios
 - Inventory Turnover - Cost of Goods Sold (F15 - F16)/Inventory (F04 - F05)
 - Average Collection Period - Accounts Receivable (F02 - F03)/Sales per Day (F13 - F14)/(fiscal period x 30)
 - Fixed Asset Turnover - Sales (F13 - F14)/Fixed Assets (F06 - F07)
 - Total Asset Turnover - Sales (F13 - F14)/Total Assets (F01 - F08)
- Profitability
 - Profit Margin on Sales - Net Profit before Taxes (Net Income) - (F19 - F20)/Sales (F13 - F14)
 - Return on Total Assets - Net Profit before Taxes (Net Income) - (F19 - F20)/Total Assets (F01 - F08)
 - Return on Net Worth - Net Profit before Taxes (Net Income) - (F19 - F20)/Net Worth (F01 - F12)

- After Tax Profit on Sales - Net Profit after Taxes (Net Income)/Sales (F13 - F14)

Speed Codes

The AAI items for SPx define one-character speed codes (A-Z) that you can use instead of the standard combination of business unit.object.subsidiary or replace the object account only.

Speed codes can be company-specific if you enter the business unit in the AAI item.

The following example shows the information needed when setting up a SPx item.

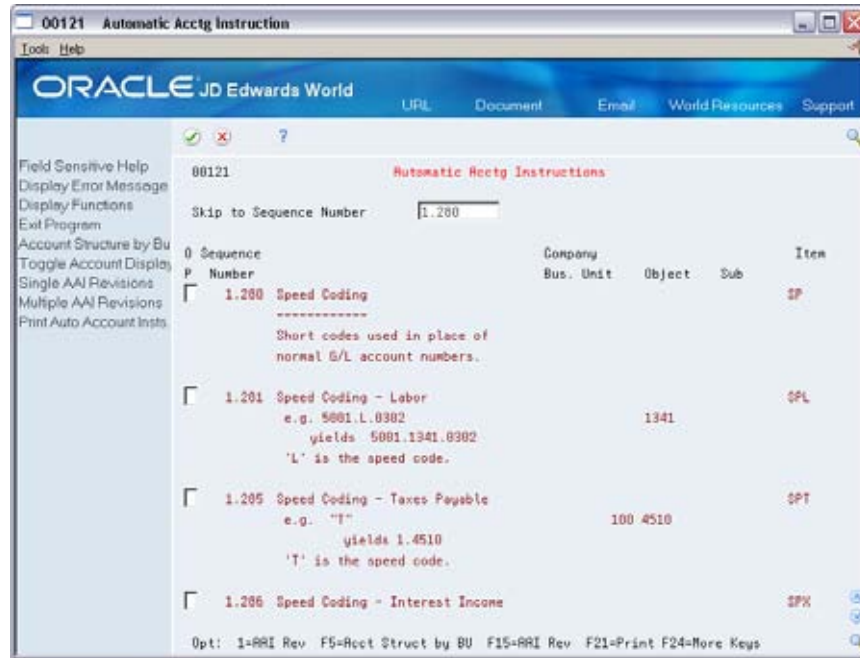
Item	Description	Company	Business Unit	Object	Subsidiary	Sequence Number
SPx	Speed Coding		O	R	O	1.280

The x in the speed code item is a user-defined single character. JD Edwards World recommends that you use only alphabetic characters in this field if your business units are numeric.

AAI	Description
SPx	<p>A single character alphabetic code you can use to replace the entire business unit.object.subsidiary, or to replace the object account number only. There are two ways to set up SPx AAIs:</p> <ul style="list-style-type: none"> ▪ General: <ul style="list-style-type: none"> Set up for Company 00000 Object account Osubsidiary is optional or ▪ Specific <ul style="list-style-type: none"> Specify company number Business unit

Example: Speed Codes

In the following example for AAI item SPL, only the object is defined as a speed code. During data entry, you type a business unit and subsidiary (if appropriate). For example, if you enter 100.L the system reads it as 100.1341. The letter L represents the character used for entry.



Account Summarization

The AAI items GLSMxx define account ranges that you do *not* want to summarize. For example, if you do not want any liquid asset accounts summarized, you might set up an account range as follows:

Beginning of range: GLSM01 (Object 1000)

Ending of range: GLSM02 (Object 1199, Subsidiary 99999999)

You must define complete ranges, consisting of a beginning and an ending AAI item. The first range must begin with GLSM01. JD Edwards World recommends that you end the first range with GLSM02, the next consecutive number. Define the next range, if needed, to start with GLSM03 and end with GLSM04, and so on.

The following example shows the information that is needed when setting up a GLSMxx item.

Item	Description	Comp	Business Unit	Object	Subsidiary	Sequence Number
GLSMxx	Summarization Accounts		N	R	O	1.300

AAI	Description
GLSMxx	<p>Defines the range of accounts that you do not want summarized.</p> <ul style="list-style-type: none"> ▪ Set up for Company 00000 ▪ object account ▪ subsidiary, if applicable

In the GLSMxx AAI, xx represents a two-digit numeric value, for example 01 and 02. These AAI define the range of accounts to be bypassed by the summarization process. Odd item numbers (GLSM01) define the beginning of the range and even item numbers (GLSM02) define the end of the range.

The Summarization program summarizes all F0911 transactions for each account and creates a balance forward (BF) record by account for each accounting period, ledger type, subledger and subledger type. You must summarize current year transactions prior to purging. The records generated from this program will also allow you to run the Repost Account Ledger, if necessary.

See Also

- *Creating Balance Forward Records (P09811) in the General Accounting II Guide*

Reconcilable Ranges

The AAI items GLRCxx define ranges of accounts to reconcile. You must reconcile these accounts before you can summarize them.

You can assign ranges of reconcilable accounts by company. If you do not use company-specific ranges, set up the ranges for company 00000. If you define any ranges for a company, the system will not use company 00000 as the default for that company.

You must define complete ranges, consisting of a beginning and an ending AAI item. The first range must begin with GLRC01. JD Edwards World recommends that you end the first range with GLRC02, the next consecutive number. Define the next range, if needed, to start with GLRC03 and end with GLRC04, and so on.

You can set up the AAI items GLRxxx for use in the Automatic Debit/Credit Account Reconciliation program. These AAI items define the tolerance limits and offset accounts for ranges of accounts that are set up in GLRCxx.

- For GLRxxx, the xx corresponds to the xx in GLRCxx that identifies the beginning of the range. For example, set up GLRX01 to define the tolerance limit and offset account for the range of accounts defined as starting in GLRC01.
- You can set up a default AAI item GLRX00 for each company. If an AAI item GLRxxx is not set up for a GLRCxx range, the system will use the account and tolerance limit specified in the GLRX00 for that company.
- You can set up an AAI item GLRxxx with a blank account and tolerance limit. In this case, the system does not use a tolerance limit for the range and does not default to the AAI item GLRX00.

The following shows the information that is needed when setting up AAI items for reconcilable ranges.

Item	Description	Comp	Business Unit	Object	Subsidiary	Sequence Number
GLRCxx	Reconcilable Ranges		N	R	O	1.400

Item	Description	Comp	Business Unit	Object	Subsidiary	Sequence Number
GLRXxx	Reconciliation Write-Off Account		N	R	O	1.410

AAI	Description
GLRCxx	<p>Defines the range of accounts eligible for account reconciliation</p> <ul style="list-style-type: none"> ▪ Set up for Company 0000 ▪ object account ▪ subsidiary, if applicable

In the GLRCxx AAIs, xx represents a two-digit numeric value for example 01, 02. These AAIs identify the accounts for inclusion in the Refresh Reconciliation File program (P09130). Odd item numbers (GLRC01) define the beginning of the range and even item numbers (GLRC02) define the end of the range. You must reconcile this defined range of accounts prior to summarization.

See Also

- Creating Balance Forward Records (P09811) in the General Accounting II Guide

Prior Year Account Purges

The AAI items for GLPRxx define account ranges that you do *not* want to purge.

You must define complete ranges, consisting of a beginning and an ending AAI item. The first range must begin with GLPR01. JD Edwards World recommends that you end the first range with GLPR02, the next consecutive number. Define the next range, if needed, to start with GLPR03 and end with GLPR04, and so on.

The following example shows the information that is needed when setting up a GLPRxx item.

Item	Description	Comp	Business Unit	Object	Subsidiary	Sequence Number
GLPRxx	Purge Accounts		N	R	O	1.440

AAI	Description
GLPRxx	<p>Defines the range of accounts to bypass during the purge process</p> <ul style="list-style-type: none"> ▪ Set up for Company 0000 ▪ object account ▪ subsidiary, if applicable.

In the GLPRxx AAIs, xx represents a two-digit numeric value, for example 01, 02. These AAIs identify the accounts for the Purge program (P09911) to bypass. Odd item numbers (GLPR01) define the beginning of the range and even item numbers (GLPR02) define the end of the range. The Purge program identifies, copies, and stores purged transaction information in the F0911xx file, where xx is equal to the fiscal year entered in the data selection of the program.

See Also

- Purging Prior Year Account Balances (P09112) in the General Accounting II Guide

Work with AAIs

Working with AAIs



From General Accounting (G09), enter **29**
From General Accounting System Setup (G0941), choose **Automatic Accounting Instructions**

Because the system already has AAIs in place, you must verify that these AAIs are appropriate for your business needs. You can revise existing AAIs and set up additional AAIs as needed.

Working with AAIs consists of the following steps:

- [To review AAIs](#)
- [To revise AAIs](#)
- [To set up AAIs](#)
- [To translate AAIs](#)

Before You Begin

- Set up your chart of accounts. See *Creating Your Chart of Accounts (P0901)*.
- Set up security, if applicable. See the *Common Foundation Guide*.

What You Should Know About

Working efficiently with AAIs

The following is an efficient way to use an existing AAI to set up a new AAI:

- Locate an AAI item that is similar to the one you want to add
- Type the new values over the old values in the appropriate fields, including the description
- Use the Add action

The system keeps the existing AAI and adds the new one.

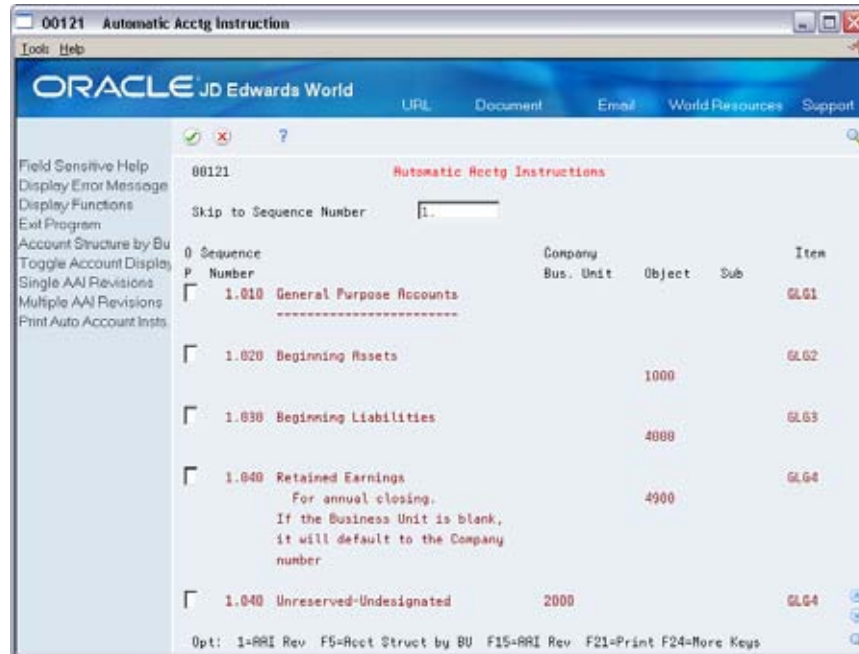
If you use the Change action, the system changes the existing AAI to use the new values you entered.

The Multiple AAI Revisions form is useful for adding and changing AAIs because you can review more than one AAI item at a time.

To review AAI

Before you add or revise AAI, review the existing information. For each AAI item, verify that a default AAI exists for company 00000. For each company requiring specific instructions, verify that a company, business unit, and object account exists.

On Automatic Accounting Instructions



1. Complete the following optional field:
 - Skip to Sequence Number
2. Locate the appropriate AAI item.

What You Should Know About

Sequence numbers

The Skip to Sequence Number field lets you begin the display of AAIs with a specific sequence number. AAIs for the General Accounting system have sequence numbers that start with 1. You can use this field to advance to account ranges associated with this sequence number.

To revise AAI

Depending on your needs, you can revise AAIs on either of the following forms:

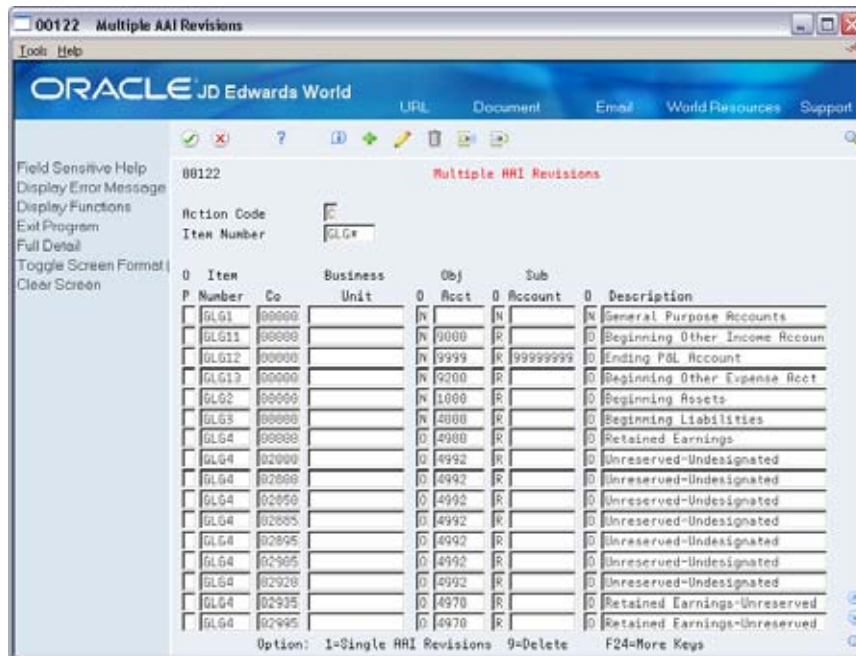
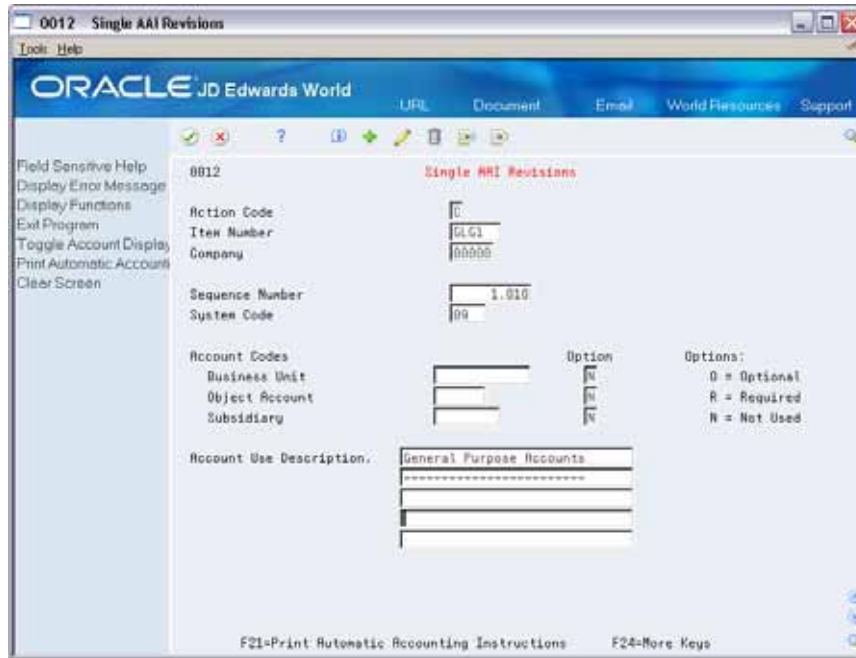
- Single AAI Revisions, if you want to revise one AAI
- Multiple AAI Revisions, if you want to revise more than one AAI

On Automatic Accounting Instructions

1. Do one of the following:

- Choose the AAI Revision option to access Single AAI Revisions
- Choose Multiple AAI Revisions

Single AAI Revisions



2. Display the Detail area.
3. Change any of the following fields:
 - Sys Code (System Code)
 - Seg Num (Sequence Number)

- Business Unit
- Obj Acct
- Sub Account

Caution: Do not change the Item Number or the O (Option) fields.

Field	Explanation
System Code	A user defined code (98/SY) that identifies a JD Edwards World system.
Sequence Number	A number used to organize the table into a logical group for online viewing and reporting.
Business Unit	<p>An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant.</p> <p>You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department.</p> <p>Security for this field can prevent you from locating business units for which you have no authority.</p> <p>Note: The system uses this value for Journal Entries if you do not enter a value in the AAI table.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Defining a business unit code might be optional, depending on the type of AAI. For example, if the business unit code is optional and you do not set one up for the AAI, the system might use a business unit number associated with the company number for the transaction.</p>
Object Account	<p>The object account portion of a general ledger account. The term "object account" refers to the breakdown of the Cost Code (for example, labor, materials, and equipment) into subcategories (for example, dividing labor into regular time, premium time, and burden). If you are using a flexible chart of accounts and the object is set to 6 digits, JD Edwards World recommends that you use all 6 digits. For example, entering 000456 is not the same as entering 456, because the system enters three blank spaces to fill a 6-digit object.</p>

Field	Explanation
Subsidiary	<p>A subdivision of an object account. Subsidiary accounts include more detailed records of the accounting activity for an object account.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>This number identifies the general ledger subsidiary account for the AAI when one is required.</p> <p>Defining a subsidiary code can be optional, depending on the type of AAI. Use 99999999 to express the end of a range of subsidiary accounts.</p> <p>This field is not relevant to the Contract Management system.</p>
Item Number	<p>A hard-coded field that defines an account or range of accounts used for a particular function. For example, item GLG4 defines the retained earnings account, which is used for annual close purposes. During processing, programs use the item number and company number to find the correct account to debit or credit. Along with company, the item (or range) is the key to the AAI table.</p>
Option	<p>A code that specifies whether the business unit, object account, or subsidiary account is required for this AAI. Codes are:</p> <p>O Optional R Required N Not used</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Do not change this field.</p>

To set up AAI

After you review and revise the existing AAI for your business needs, you might need to set up additional AAI items.


On Single AAI Revisions or Multiple AAI Revisions

1. Complete the following fields:
 - Item Number
 - Company
 - Business Unit
 - Object Account
 - Subsidiary (optional for some AAI items)
 - Description (optional for some AAI items)
2. Use the Add action.

What You Should Know About

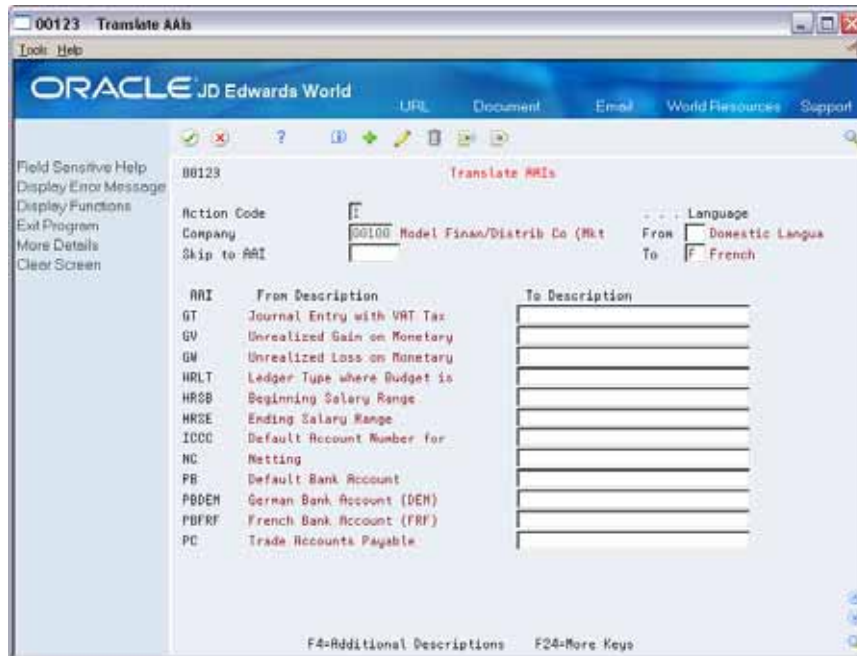
Item numbers You must use a valid item number when you set up AAls.

To translate AAls

	From General Accounting (G09), enter 29 From General Accounting System Setup (G0941), choose Translate AAls
---	---

If your business is multi-national, you might want to translate the descriptions of your AAls. The descriptions work in conjunction with the language specified for each person who uses the JD Edwards World system. For example, when someone who is set up as a French-speaking user accesses an AAI that has a French translation, the description appears in French.

On Translate AAls



1. Complete the following fields:

- Company
- From Language
- To Language
- Skip to AAI (optional)
- To Description

2. Access the detail area.

00123 Translate AAls

Tools Help

ORACLE JD Edwards World

URL Document Email World Resources Support

Field Sensitive Help
Display Error Message
Display Functions
Exit Program
More Details
Clear Screen

00123 Translate AAls

Action Code
Company 00100 Model Finan/Distrib Co (Mkt)
Skip to ARI

Language
From Domestic Langua
To F French

ARI	From Description	To Description
GT	Journal Entry with VAT Tax Gxxxx xxxx = G/L Class Code of Tax Rate/Area	
GV	Unrealized Gain on Monetary Account Valuation	

F4-Additional Descriptions F24-More Keys

3. In the detail area, complete the following optional field:
 - To Description

Processing Options

See [AAIs – General Accounting \(P00121\)](#).

Understand User Defined Codes

About User Defined Codes

Many fields throughout the JD Edwards World systems accept only user defined codes. When you enter an invoice, for example, you must enter a user defined code to specify its current payment status. The system does not accept values that are not defined in a user defined list.

Each user defined code is either soft-coded or hard-coded. You can customize any soft-coded user defined code to accommodate your specific business needs. You can set up additional codes that are soft-coded as well. You cannot customize a user defined code that is hard-coded.

User defined code types are identified by the system code and the user defined code list. For example, 00/DT represents system 00 and user defined code list DT (document types).

Information about user defined codes is stored in the User Defined Codes table (F0005).

Elements of a User Defined Code Form

The User Defined Code Revisions form shows the various codes that are assigned to a specific user defined code, such as ledger types (09/LT).

The screenshot shows the 'Ledger Types' form in Oracle JD Edwards World. The window title is '00051 Ledger Types'. The form displays a table of ledger types with columns for Code, Description, and Description-2. The table includes entries like 'Consolidations Ledger', 'General Ledger', 'As If Restatement Ledger', etc. The form also shows fields for System Code (09) and User Defined Codes (LT).

Code	Description	Description-2
	Consolidations Ledger	" "
RR	General Ledger	General Accounting
RC	Consolidations Ledger	" "
RD	"As If" Restatement Ledger	" "
RU	General Ledger Units	" "
RK	Cost Markup/Billing Ledger	Billing
RZ	Cash Basis	Fac
BR	Budget Amount	" "
BC	Component Unit Ledger	General Accounting
BL	Consolidations Ledger	" "
BU	Budget Ledger Units	" "
BR	Budget Assumptions - Dollars	[(Indexed Allocations w/o JE's)]
BZ	Budget Assumptions-Statistics	[(Indexed Allocations w/o JE's)]
B2	Revised Budget	" "

What You Should Know About

Code	The Character Code field accepts from 1 to 10 characters, depending on the user defined code you are setting up.
Description 2	The second description field is not available for some user Defined Codes.
User Defined Codes	The name of the user defined code appears in the upper portion of the form.

Understand General Accounting User Defined Codes

About User Defined Codes for General Accounting

Each time you enter a transaction for which the system creates a record, you will probably need to enter a user defined code in a field. For example, when you create allocations, you must enter a user defined code that identifies a ledger type for the source and destination accounts.

The user defined codes in the General Accounting system are:

- Ledger type codes
- Business unit category codes
- Account category codes
- Document type codes
- Business unit type codes
- Subledger type codes
- Annual close ledger type codes
- Reconciliation codes
- Ledger comparison column headings
- Consolidation review column headings

Ledger Type Codes

Ledger types (09/LT) define the ledgers that you maintain in the general ledger. These ledgers contain management and control information for:

- Statistics or units
- Budgets
- Forecasts
- Accrual basis amounts
- Cash basis amounts
- Currency conversion information

Some of the ledger types that JD Edwards World provides include:

- AA (actual amounts)

- AU (actual units)
- BA (budget amounts)
- CA (foreign currency amounts)

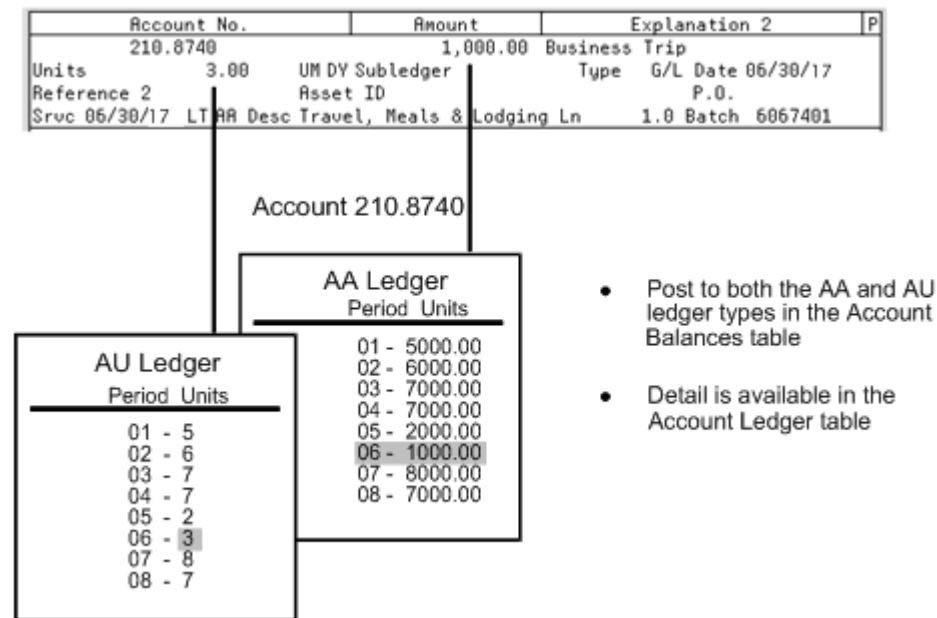
You can create additional ledger types. For this purpose, JD Edwards World provides ledger types UA through UZ for your business needs. These ledger types will not be overwritten or used in any future releases of JD Edwards World software.

Example: Ledger Types for Units

The system associates a units ledger with each primary amount ledger. For example, the AU (actual units) ledger is the units ledger that is associated with the AA (actual amounts) ledger.

When you enter a journal entry that has units, the system posts the units to the units ledger that is associated with the amount ledger. For example, if an amount is posted to the AA ledger, the units are posted to the AU ledger.

The following graphic illustrates how the AU ledger corresponds to the AA ledger:



Business Unit Category Codes

You can classify your business units into groups for financial reporting purposes. You decide which groups of information you want to see and which business units belong to each group. For each group, you set up a business unit category code (00/01-30).

There are 30 category codes available for business units:

- 3-character codes, 20 available (code types 01-20)
- 10-character codes, 10 available (code types 21-30)

For searching capabilities, you should set up a business unit category code of asterisk (*) or blank.

See Also

- Working with Business Units (P0006)

Account Category Codes

You can combine object accounts into groups for financial reporting purposes. For each group, you set up an account category code (09/01-23). These codes describe your organizational structure for higher level or selective reporting.

Account category codes are commonly used to provide a second chart of accounts. For example, you might need a chart of regulatory accounts for government reporting in addition to your internal chart of accounts. The system provides three 10-character codes that can accommodate secondary account numbers.

There are 23 category codes available for the chart of accounts:

- 3-character codes (types 01-20)
- 10-character codes (types 21-23)

Account category codes are stored in the Account Master table (F0901).

Document Type Codes

You can combine similar transactions into groups by using document type (00/DT). For example, JE is the document type for journal entries. Other hard-coded document types are used for:

- Percentage journal entries (%)
- Prior year transactions (&&)
- Balance forward summary (BF)
- Currency conversion offsets (EX)
- Foreign currency revaluation (JX)

You can set up document types that are based on your business needs. If you use cash basis accounting, for example, you would need to set up document types for your cash basis entries.

Business Unit Type Codes

You can combine similar business units into groups by using business unit type codes (00/MC). Business unit types are useful when creating accounts dynamically or duplicating business units. For example, accounts that have the same business unit types can be automatically duplicated from a model business unit to a group of new business units.

Subledger Type Codes

You can set up detailed auxiliary accounting within a general ledger account using subledger type codes (00/ST). A subledger type, such as E for employees, is associated with a number, such as an employee number. Subledger types also control how the system validates a subledger value when you create a journal entry.

See Also

- *Entering Journal Entries with Subledgers (P0911)* for more information about subledger accounting

Annual Close Ledger Type Codes

Ledger types for the annual close designate how the system updates the original budget amounts when you close a fiscal year. If you roll budget amounts forward to the next year, the system uses the annual ledger type (00/LT) for specific instructions.

To designate how the original budget amount for a ledger type is rolled forward to the next year, you enter one of the following codes:

- B - Rolls the original budget forward and spread the amounts
- R - Rolls the original budget forward but does not spread the amounts
- S - Does not roll the original budget forward but does override the DNS (do not spread) code on accounts for a ledger type
- Blank - Does not roll the original budget forward and does not override the DNS code on accounts for a ledger type

If you assign a code of B or S to a ledger, the system distributes the original budget for that ledger to all accounts, including those with a budget pattern code DNS. The system overwrites any budget entered.

The ledger type codes for the annual close must be entered as the first character of the Description-2 field on the user defined code form.

See Also

- *Closing the Fiscal Year (P098201)* for more information about the annual close process
- *Working with Annual Budgets (P14102)* for more information about creating budgets

Reconciliation Codes

You might want to use a reconciliation code other than R (which is hard-coded) during manual reconciliation if your business uses a different term for the reconciliation procedure. You can add your own reconciliation code in list 09/RC. To designate a code for reconciliation, you must enter 01 in the Special Handling field in the detail area.

Ledger Comparison Column Headings

To customize the column headings that appear on the Daily or Weekly Comparisons form, you can set up ledger comparison column headings (09/CH). These headings appear over the columns of information for the various ledgers.

If a ledger comparison column heading is not set up for a ledger, the system uses the description for the ledger in the user defined code list 09/LT.

Consolidation Review Column Headings

To customize the column headings that appear on the Consolidation Review form, you need to set up consolidation review column headings (14/CH). These headings appear over the columns of information for the various ledgers.

If a consolidation review column heading is not set up for a ledger, the system uses the description for the ledger in user defined code list 09/LT.

Work with User Defined Codes

Working with User Defined Codes



From General Accounting (G09), enter 29
From General Accounting System Setup (G0941), choose an option under User Defined Codes

Because your system already has some user defined codes in place, you should verify that they are appropriate for your business needs and set up additional user defined codes, as needed.

Working with user defined codes consists of:

- Setting up user defined codes
- Translating user defined codes

Code	Description	Description-2
	Consolidations Ledger	" "
RR	General Ledger	General Accounting
RC	Consolidations Ledger	" "
RD	"As If" Restatement Ledger	" "
RU	General Ledger Units	" "
RK	Cost Markup/Billing Ledger	Billing
RZ	Cash Basis	Tax
BA	Budget Amount	
BC	Component Unit Ledger	General Accounting
BL	Consolidations Ledger	" "
BU	Budget Ledger Units	
BR	Budget Assumptions - Dollars	[(Indexed Allocations w/o JE's)]
BT	Budget Assumptions-Statistics	[(Indexed Allocations w/o JE's)]
BZ	Revised Budget	

To set up a user defined code

On the appropriate user defined codes form

1. Complete the following fields:

- Character Code
- Description

- Description-2 (optional)
2. To add your record, press Enter.

Note: To set up a user defined code from any user defined codes form, you must complete the System Code and User Defined Codes fields.

Field	Explanation
Code	This column contains a list of valid codes for a specific user defined code list. The number of characters that a code can contain appears in the column title.
Description	A user defined name or remark.
Description-2	Additional text that further describes or clarifies a field in JD Edwards World systems.

What You Should Know About

Deleting a user defined code	To delete a user defined code, clear the Character Code and Description fields. To delete the entire list, use action code D.
Printing a list of user defined codes	Choose User Defined Codes List from the General Accounting System Setup menu and run the appropriate DREAM Writer version.
Setting up blank codes	<p>A code of blank in a user defined code list indicates that a blank is a valid entry for the code. This means that the user defined code does not require a specific value to be assigned to the field on a form.</p> <p>Leave the character code blank and type a period in the last position of the description to set up a valid code equal to blank.</p>

To translate a user defined code

Multi-national businesses can translate the descriptions of their user defined codes. The descriptions work in conjunction with the language specified for each person who uses the JD Edwards World system. For example, if a French-speaking user accesses a user defined code that has a French translation, the description appears in French.

On the appropriate user defined codes form

1. Choose a code to translate.
2. Access Translate.

Lang	General Ledger Description	General Accounting Description 02
DN	Nederland	General Accounting
DE	Duitsland	General Accounting
F	Grand Livre	Comptabilité générale
FN	Likelaakanta	General Accounting
G	Hauptbuch	Finanzbuchhaltung

3. On Translate User Defined Codes, complete the following fields:

- Language
- Description
- Description 02 (optional)

Field	Explanation
Language	<p>A user defined code (system 01/type LP) that specifies a language to use in forms and printed reports.</p> <p>If you leave the Language field blank, the system uses the language that you specify in your user preferences. If you do not specify a language in your user preferences, the system uses the default language for the system.</p> <p>Before any translations can become effective, a language code must exist at either the system level or in your user preferences.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>On this form, use the Language code to indicate alternate languages for user defined code descriptions.</p>

Processing Options

See [General User-Defined Codes \(P0005A\)](#)

Set Up Next Numbers

Setting Up Next Numbers



From Master Directory (G), enter 29
From General Systems (G00), choose Next Numbers

When you enter a document, such as an invoice or journal entry, you can assign a document number or let the Next Numbers program assign one. The Next Numbers program assigns numbers to documents using either or both of the following:

- Standard next numbers. The system finds the next available number in the Next Numbers table (F0002) and assigns the number to the document.
- Next numbers by company and fiscal year. The system assigns a unique set of next numbers for each company, fiscal year, or combination of company and fiscal year in the Next Numbers by Company/Fiscal Year table (F00021).

Setting up next numbers consists of the following steps:

- [To review standard next numbers](#)
- [To activate check digits for standard next numbers](#)
- [To assign next numbers by company and fiscal year](#)

Use	Next Number	Check Digit
Next Account ID	308033	N
Journal Entries	23297	N
Consol Accounts	00000245	N
On-Line Consol	138	N
Bank Journal	1	N
Reconciliation	262	N
I/C Extraction	2350	N

CAUTION:
Changing the data on this screen may make it impossible to retrieve previously added addresses and may result in attempts to assign duplicate numbers.

F0-Next Numbers by Co/FY F24-More Keys

What You Should Know About

- Changing next numbers** Do not change any next numbers after you start using the JD Edwards World systems. Changing the numbers can result in duplicates as well as the inability to locate previously added numbers.
- Changing the sequence of next numbers** Do not change the sequence of the next numbers in the table. Each next number must remain on its current line because programs reference a specific line in the table.
- For example, in the General Accounting system the next number for journal entries must be on the second line.

To review standard next numbers

You can review the next numbers that the system assigns to journal entries and other documents.

On Next Numbers

1. Complete the following field:
 - System Code
2. Verify information in the following field:
 - Next Number

Field	Explanation
System Code	A user defined code (98/SY) that identifies a JD Edwards World system.
Next Number	The number that the system will use next when assigning numbers. Next numbers can be used for many types of entries, including voucher numbers, invoice numbers, journal entry numbers, employee numbers, address numbers, contract numbers, and so on. You must use the next numbers already established, unless custom programming has been provided.

To activate check digits for standard next numbers

You can have the system assign check digits for any set of standard next numbers. Check digits prevent errors caused by transposition during data entry. For example, activating check digits in the address book for suppliers prevents a voucher from being assigned to the wrong supplier if digits are transposed during voucher entry.

JD Edwards World recommends that you use check digits for next numbers only if a transposition during data entry is likely to create errors.

On Next Numbers

1. Complete the following field:

- System Code
2. For each set of next numbers, complete the following field:
 - Check Digit

To assign next numbers by company and fiscal year

The system can assign a unique set of next numbers to journal entries and other documents for a specific company and fiscal year. This is helpful if your organization needs to have a consecutive document number for each company or for each company by fiscal year.

On Next Numbers

1. Access Next Numbers by Company/Fiscal.

Doc Co	Display Seq	Do Ty	Sm As	Description	Fisc Year	I D	Next Number	C D	Auto Reset
00100		FP		Field Progress Reporting	2017		26	N	
00100		IA		Inventory Adjustments	2017		1540	N	
00100		II		Inventory Issue	2017		1000	N	
00100		IT		Inventory Transfers	2017		120	N	
00100		JE		Journal Entry	2017		1534	N	
00100		OP		Purchase Order	2017		2030	N	
00100		OV		Do Not Use--Receiving Document	2017		1145	N	
00100		RI		Invoice	2017		2243	N	
00100		SO		Sales Order	2017		2078	N	
00200		JE		Journal Entry	2017		13	N	
00200		OB		Blanket Order	2017		14	N	

2. On Next Numbers by Company/Fiscal, complete the following field:
 - Next Number Constant
3. Depending on the value you entered for the next number constant, do one of the following:
 - If you entered 1, complete the following fields:
 - Skip to Company/Sequence (optional)
 - Skip to Fiscal Year (optional)
 - Document Company
 - Display Sequence (optional)
 - Document Type
 - Same As (optional)

- Fiscal Year (optional)
- Imbed Digits (optional)
- Next Number
- Check Digit (optional)
- Auto Reset (optional)
- If you entered 2, the system uses the setup for standard next numbers for any document types that do not appear on the Next Numbers by Company/Fiscal form.

Field	Explanation
Next Number Constant	<p>A code that specifies which processing option to implement for next numbers.</p> <p>Valid codes are:</p> <p>0 Do not implement next numbers by Company/Fiscal Year. Continue using the standard next numbers setup.</p> <p>1 Implement next numbers by Company/Fiscal Year. If a company record is not set up for a document type, a next number record is created and the next number default is 1.</p> <p>2 Implement next numbers by Company/Fiscal Year. If a company record is not set up for a document type, the standard next numbers setup is used.</p> <p>If you leave this field blank, the system uses 0.</p> <p>This constant value resides in the General Constants table (F0009) and can be updated on Next Numbers by Company/Fiscal Year (P00021).</p>
Doc Co	<p>A number that, along with document number, document type and G/L date, uniquely identifies an original document, such as invoice, voucher, or journal entry.</p> <p>If you are using the Next Numbers by Company/Fiscal Year feature, the Automatic Next Numbers program (X0010) uses the document company to retrieve the correct next number for that company.</p> <p>If two or more original documents have the same document number and document type, you can use the document company to locate the desired document.</p>
Display Seq	A number that the system uses to sequence information.

Field	Explanation
Sm As	<p>If you set up next numbers by company or by company and fiscal year, a document type can share the same next number sequence as another document type. Same As Document Type refers to the document type that controls the next number the system uses.</p> <p>For example, you are creating a document with a document type of RR. The document you are creating should use the same next number sequence as regular invoices or RI document types. In this case, define the RR document type setup record with a Same As Document Type of RI.</p>
Skip to Fiscal Year	<p>The four-digit fiscal year designation. You must always use the year in which the first period ends. For example, a fiscal year beginning October 1, 1998 and ending September 30, 1999 is fiscal year 1998.</p>
Imbed Digits	<p>The number of digits that the system imbeds in a document number to represent the fiscal year. The imbed digits are only used when assigning next numbers by fiscal year. Valid values are:</p> <ol style="list-style-type: none"> 1 Imbed one digit. The last digit of the fiscal year will be imbedded in the first position of the resulting document number. For example, 80012345, represents the 8 from 1998 and 0012345 is the next number. 2 Imbed two digits. The last two digits of the fiscal year will be imbedded in the first two positions of the resulting document number. For example, 98012345, represents the 98 from 1998 and 012345 is the next number.
Chk Dgt	<p>A code that specifies whether the system adds a number to the end of each next number assigned. For example, if you are using check digits and the next number is 2, the system will add a check digit such as 7, making the last two numbers 27. Check digits provide a method of randomly incrementing numbers to prevent the assignment of transposed numbers. In the example above, the system would never assign next number 72 while check digits are activated.</p> <p>Valid codes are:</p> <p>Y Yes, add a check digit to this next number</p> <p>N No, do not add a check digit</p>
Auto Reset	<p>The number that you want the system to use when resetting next numbers for a new fiscal year. Auto Reset applies only to next numbers by fiscal year. Document number will reset or start with the number specified for each new fiscal year.</p>

What You Should Know About

Existing next numbers

If next numbers by company/document already exist for the other next number method, you must delete that next number before you can add the new constant/fiscal year.

10 **Advanced and Technical**

Intercompany Settlements

Objectives

- To understand how to set up the features and functions that allow you to process intercompany settlements

This section contains the following:

- [About Intercompany Settlements](#)
- [About Intercompany Settlements for Multi-Currency](#)

About Intercompany Settlements

If your business enters transactions between companies, the companies will be out of balance unless you create and post intercompany balancing entries. You create intercompany settlements to ensure that each company's net balance equals zero (that is, debits equal credits). You can either create these settlements yourself or have the system create them automatically. You choose the method of intercompany settlements to use. To use intercompany settlements requires that you complete setup tasks.

The Intercompany Settlements process is system wide. In other words, you cannot choose to allow intercompany settlements between specific companies and not others. If you are using intercompany settlements, you must set up ALL companies for this functionality even if you have companies which will never use the process.

There are two methods of setting up intercompany settlements:

- The Hub Method (Y and 1)
- The Detail Method (D and 2)

Hub methods are more commonly used than Detail Methods. Hub methods require more account setup than detail methods, but create fewer records in the Account Ledger table (F0911) when you post entries. Detail methods are commonly used by companies and government agencies that need a detailed audit trail. You must use a detail method if you are performing intercompany settlements between companies that have different domestic currencies.

When you post using either a hub or a detailed method for intercompany settlements, the system creates journal entries for intercompany settlements based on AAIs. There are two AAI items for intercompany settlements. Depending on the method that you choose, you must set up one or both.

JD Edwards World recommends that you manually reconcile intercompany settlements on a periodic basis. Do this by running the Companies in Balance and Intercompany Accounts in Balance integrity reports.

Using intercompany settlements consists of:

- Setting up intercompany settlements
- Understanding configured hubs
- Setting up configured hubs
- Creating intercompany invoices and vouchers
- Understanding intercompany settlements across environments
- Setting up cross-environment intercompany settlements
- Sending intercompany settlements to other environments
- Receiving intercompany settlements from other environments
- Reconciling cross-environment intercompany settlements

The following methods of intercompany settlements are available:

- Hub methods Y and 1
- Detail methods D and 2

Note: While there are several options available for creating intercompany settlements in JD Edwards World, if you are planning to migrate to EnterpriseOne in the future, only Intercompany Settlement Methods 1 and 2 are valid.

See Also

- *Working with AAIs (P00121)*
- *Correcting Company Imbalances (P097001) and Correcting Intercompany Account Imbalances (P097011) in the General Accounting II Guide*

Hub Methods Y and 1

The Hub Method of Intercompany Settlements uses one company, designated by the AAI item ICH, through which all transactions between companies are settled. For example, if Company 00001 is designated as the "hub" company and Companies 2 and 3 are designated as "non-hub" companies, all transactions between companies 1 and 2, 2 and 3, and 1 and 3 will have entries to Company 00001.

When you choose a hub method, the system creates summarized journal entries by batch and G/L date between a hub (main) company and related subsidiary companies. You can have only one hub company. The system reconciles transactions between subsidiary companies through the hub company.

The only difference between the methods Y and 1 is the type of account that is used to designate intercompany transactions.

- Hub Method Y uses subsidiary accounts and may not be used with a Flex Chart of Accounts.

- Hub method 1 uses either standard account code and subledgers or flex account codes.

Detail Methods D and 2

The detail intercompany method does not utilize a designated "hub" company. Instead, the company that is used for the "hub" varies depending on the journal entries entered. When you choose a detail method, the system creates detailed journal entries between companies, using the company on the first line of a transaction as the hub company. Because there is no designated hub company, the system reconciles transactions between the companies involved.

Detail methods require less account setup than the hub methods, but create more records in the Account Ledger table when you post entries. You must use a detail method if you are performing intercompany settlements between companies that have different domestic currencies.

- Detail method D uses standard account codes and subledgers.
- Detail method 2 uses flex account codes and subledgers.

Note: The subledger for intercompany settlements is the address number of the company. The subledger type is A (for Address Book).

Example: Hub Method

In the following example, one company (7) accrues a liability incurred by another company (50). Accounts for these companies are cleared through the hub company (100). In the journal entries, it is assumed that the business unit on the balance sheet matches the company number.

Two entries are created as follows:

Document	Company	Account	Description	Debit	Credit
JE 1	50	50.8150	Expenses	500	
JE 1	7	7.4110	Accounts Payable		500
JE 2	50	50.8110	Expenses	600	
JE 2	7	7.4110	Accounts Payable		600

When you post these entries, the system generates the following automatic intercompany entries:

Document	Company	Account	Description	Debit	Credit
AE 1212	50	50.1291.00100	Intercompany Receivables/ Payables		1100

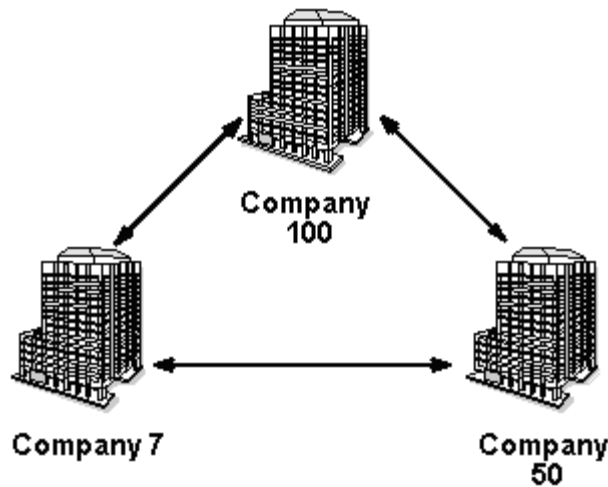
Document	Company	Account	Description	Debit	Credit
AE 1212	100	100.1291.00050	Intercompany Receivables/ Payables	1100	
AE 1212	7	7.1291.00100	Intercompany Receivables/ Payables	1100	
AE 1212	100	100.1291.00007	Intercompany Receivables/ Payables		1100

The highlighted rows in the above example are entries to the hub company (100) from companies 50 and 7.

In the hub methods, the system tracks settlements through subsidiary accounts or subledgers. The business units (100, 7, and 50) and object account (1291) are determined by the AAIs. The system summarizes journal entries by batch into one line per intercompany account by G/L date. The automatic entries are created with a document type of AE and a document number equal to the batch number.

Examples: Detail Method

In the following examples, one company (7) accrues a liability incurred by another company (50). There is no hub company. In the journal entries, it is required that the business unit number matches the company number for the business unit on the balance sheet.



Example 1

One entry is created as follows:

Document	Company	Account	Description	Debit	Credit
JE 10	50	50.8150	Expenses	500	

Document	Company	Account	Description	Debit	Credit
JE 10	7	7.4110	Accounts Payable		500

When you post the entry, the system generates the following intercompany entry:

Document	Company	Account/Sub/Type	Description	Debit	Credit
AE 10	7	7.1291/00050/A	Intercompany Receivables/Payables	500	
AE 10	50	50.1291/00007/A	Intercompany Receivables/Payables		500

The first entry in the above example is due to company 7 from company 50. The second entry is due to company 50 from company 7.

Example 2

The system creates one automatic entry that involves more than two accounts as follows:

Document	Company	Account	Description	Debit	Credit
JE 20	50	50.8150	Expenses	300	
JE 20	100	100.8110	Expenses	200	
JE 20	7	7.4110	Accounts Payable		500

When you post the entry, the system generates the following intercompany entries:

Document	Company	Account/Sub/Type	Description	Debit	Credit
AE 20	100	100.1291/00050/A	Intercompany Receivables/Payables		200
AE 20	50	50.1291/00100/A	Intercompany Receivables/Payables	200	
AE 20	7	7.1291/00050/A	Intercompany Receivables/Payables	500	
AE 20	50	50.1291/00007/A	Intercompany Receivables/Payables		500

The following T-accounts also illustrate the entries in example 2:

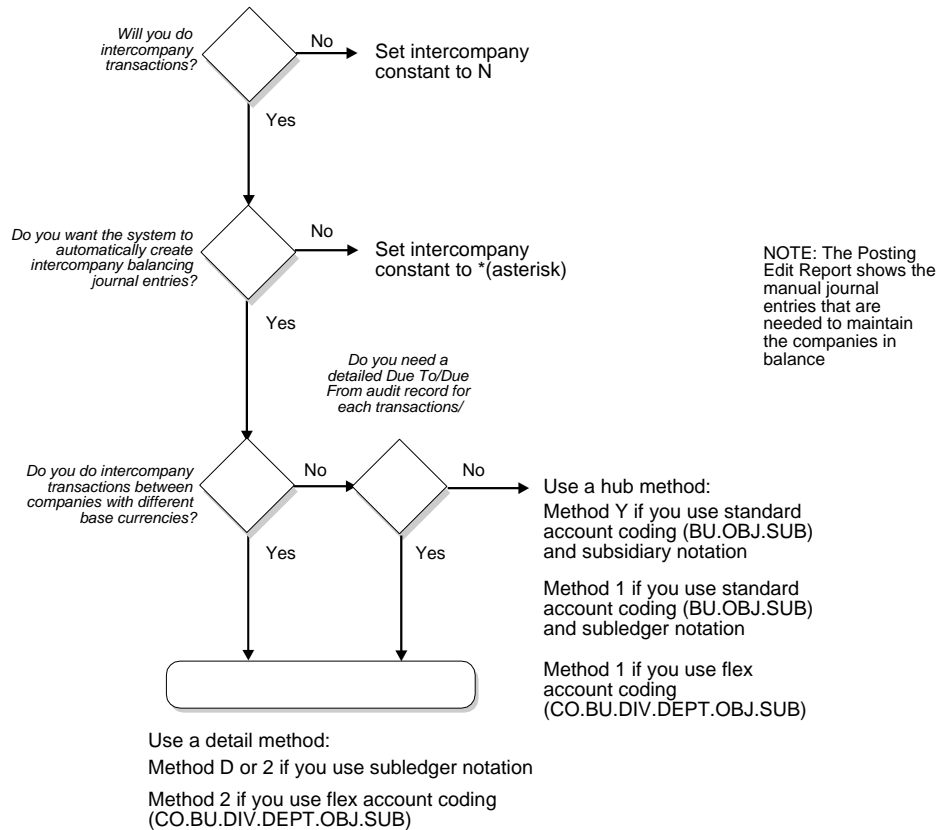
Journal Entries	50.8150		7.4110		100.8110	
	300			500		200
Automatic Entries	50.1291		7.1291		100.1291	
	200	500	500			200
Subledger/Type:	00100 / A	00007 / A	00050 / A			00050 / A

In the detail methods of intercompany settlements, the system tracks settlements using subledgers. The company associated with the first line entry acts as the hub company for the transaction. In this example, company 50 is acting as the hub. Each company involved in an intercompany settlement has an automatic offset to the appropriate intercompany account with the subledger equal to the offsetting company number. The subledger field is used to record the *other* company involved in the transaction. The subledger type is A (address book) and the companies must be set up in the Address Book system.

As in the hub methods, the business units (7, 50, and 100) and object account (1291) are determined by the AAIs. The detail methods do not use subsidiary accounts. The document type equals AE and the document number equals the original transaction number.

Which Method Should You Use?

Use this chart to decide which method of intercompany settlement to use.



About Intercompany Settlements for Multi-Currency

Intercompany settlements for multiple currencies are used for companies that work with different base currencies.

For example, if you are using multiple currencies, you can create intercompany settlements. When you make a U.S. dollars (USD) entry that is distributed to accounts for a Euros (EUR) company and a USD company, the journal entry distribution crosses company and currency boundaries.

Using multiple currency intercompany settlements enables you to enter and distribute invoices, vouchers, and journal entries to multiple companies with different base currencies. The post program makes currency adjustments as well as intercompany settlements.

You must use one of the detail methods for multiple currency intercompany settlements.

What General Accounting Constants Do You Need to Set Up?

To enable entries for accounts in different base currencies, set up the following on General Accounting Constants:

General Accounting Constant	Description
Intercompany settlements	D or 2. You must use the detail method of intercompany settlements with multiple currencies. If this constant is not set properly, the system will not create the critical adjusting entry.
Multi-currency conversion	Z or Y.
Allow multi-currency intercompany journal entry	Y. This constant allows multiple currency settlements. If this constant is set to N, all G/L accounts on any journal entry must have the same base currency code.

See Also

- *Setting Up Intercompany Settlements (P00105)*
- *Setting Up Multi-Currency (P00105)*

How Are Journal Entries Processed?

For a stand-alone journal entry, the base currency of the document is the currency of the company associated with the G/L account of the first line of the document. For vouchers or invoices, the base currency of the document is the currency of the company assigned to the voucher or invoice.

Entering Multiple Currencies

For intercompany journal entries, you can enter a multiple currency amount in either domestic or foreign mode. When you enter an amount in the domestic mode, the system uses the number of decimals in the company's base currency.

When you enter an amount in foreign mode, the system uses the number of decimals in the specified transaction currency. The system creates the domestic amounts with the decimals of the company's base currency.

Posting Multiple Currencies

When you post an intercompany journal entry for a multiple currency, the post program creates an adjusting entry to the Account Ledger table (F0911) to balance the domestic amounts (AA ledger) of the non-base currency accounts. The adjusting entry is identical to the original AA ledger record except that:

- The system updates the Line Extension Code with AM to make it a unique record
- The amount is an adjusting debit or credit

The original entry plus its associated adjusting entry net to the correct amount for the actual base currency of the non-base currency account.

Example: Intercompany Settlements for Multi-Currency

In the following example, you create a journal entry for 1,000.00 USD to transfer funds from an American company (company 100) to a French company (company 71). The exchange rate of 5 EUR equals 1 USD.

You have entered transaction amounts in USD to both companies. It is considered a domestic transaction because the transaction currency is the same as the currency of the company of the account on the first line. The system creates entries in the AA (actual amounts) ledger as follows:

Account	Amount	Ledger Type
100.1110.BEAR	1000.00-	AA
71.1110.FRANCE	1000.00	AA

(Mode = D)

In the following chart, the system also creates an entry for the transaction in the CA (foreign currency) ledger. The value for company 71 (the foreign company) is the USD (foreign) value of the transaction. There is a CA value for company 100 only to keep the CA ledger in balance.

Account	Amount	Ledger Type
100.1110.BEAR	1000.00-	CA
71.1110.FRANCE	1000.00	CA

(Mode = F)

When you post the journal entry, the system creates an adjusting entry to correct the domestic amount of the non-base currency. In the following chart, this entry is 4,000.00 EUR to the AA ledger:

Account	Amount	Ledger Type	Action
100.1110.BEAR	1000.00- USD	AA	JE posted to AA ledger
71.1110.FRANCE	1000.00 EUR	AA	JE posted to AA ledger
71.1110.FRANCE	4000.00 EUR	AA	AE to adjust original 1000 USD to 5000 EUR ((1000 _ 5)-1000) Line Extension Code = AM
100.1110.BEAR	1000.00-USD	CA	JE posted to CA ledger
71.1110.FRANCE	1000.00 USD	CA	JE posted to CA ledger

- The 4000.00 EUR amount is the net of [(foreign value of the transaction multiplied by exchange rate) - value of the transaction as already posted].
- The total EUR amount is 5,000.00.

- The system does not display this adjusting entry on the Journal Entries form. It adds the original AA entry and the adjusting entry and then displays the total as one amount on Account Ledger Inquiry and on all printed journals and G/L reports.
- For companies who process multi-currency, intercompany transactions adjusting entries are noted with the value "AM" on the Posting Edit report

During the settlement process, the system creates the final entries that complete the intercompany settlement and keep the two companies in balance. For company 100, these are USD amounts. For company 71, they are EUR amounts in the AA ledger:

Account	Amount	Ledger Type
100.1291 00071 A	1000.00 USD	AA
71.1291 00100 A	5000.00- EUR	AA
100.1291 00071 A	1000.00 USD	CA
71.1291 00100 A	1000.00-USD	CA

Example: T Accounts

The following shows the settlement process using T accounts. You create a journal entry to credit the cash account for company 100 and debit the cash account for company 71. The system records these entries in USD, as entered, in both the AA (actual amounts) and CA (foreign currency) ledgers:

Journal Entry

100.1110.BEAR		71.1110.FRANCE	
JE CA	1000.00	1000.00	CA JE
JE AA	1000.00	1000.00	AA JE

When you post this journal entry, the system creates an entry in the AA (actual amounts) ledger to convert the USD amount to EUR for company 71. The exchange rate for USD to EUR is 1:5, for a total of 5000.00 EUR. The system has already debited company 71 1000.00 from this account, so it debits an additional 4000.00:

Posting Process

100.1110.BEAR		71.1110.FRANCE	
JE CA	1000.00	1000.00	CA JE
JE AA	1000.00	1000.00	AA JE
		4000.00	AA AE

During the settlement process, the system creates additional automatic journal entries to transfer the money between the companies:

Intercompany Settlement

100.1110.BEAR		71.1110.FRANCE	
JE CA	1000.00	1000.00	CA JE
JE AA	1000.00	1000.00	AA JE
		4000.00	AA AE

100.1291		71.1291	
00071 A		00100 A	
1000.00	CA AE	AE CA	1000.00
1000.00	AA AE	AE AA	5000.00

Note: If you use these transactions, the intercompany accounts in balance reports will show that the accounts are out of balance because of the different currencies.

Set Up Intercompany Settlements

Setting Up Intercompany Settlements

If your business enters transactions between companies, the companies will be out of balance unless you create and post intercompany balancing entries.

To use intercompany settlements, you must complete the following tasks:

- [Setting Up the Intercompany Settlement Constant](#)
- [Setting Up Companies for Intercompany Settlements](#)

In addition, you must complete one of the following tasks, depending on the method you use:

- [Setting Up Hub Method Y](#)
- [Setting Up Hub Method 1](#)
- [Setting Up Detail Method D](#)
- [Setting Up Detail Method 2](#)

Before You Begin

- Decide whether you want to use a hub or detail method

See Also

- *Creating Your Chart of Accounts (P0901)*

Setting Up the Intercompany Settlement Constant

You must designate the method of intercompany settlements that you want to use. To do this:

On General Accounting Constants

Activate the intercompany settlements constant.

Valid options for this constant include:

Option	Description
Method Y	Use hub method Y with subsidiary accounts.
Method 1	Use hub method 1 with address book subledgers.

Option	Description
Method D	Use detail method D with standard accounts and address book subledgers.
Method 2	Use detail method 2 with flex or standard accounts and address book subledgers.
No Intercompany Settlements Method N	Do not use intercompany settlements. The system will not post a batch that contains intercompany transactions.
No Intercompany Settlements Method *	Do not use intercompany settlements. The system will post intercompany transactions but will not create balancing entries for the companies. You must manually create the balancing entries that show on the Posting Edit Report.

See Also

- Setting Up Constants for General Accounting (P000909)

Setting Up Companies for Intercompany Settlements

You must set up all companies that are involved in intercompany transactions using the Company Numbers & Names menu selection. When you do so, JD Edwards World recommends that you set up the company number to be the same as the company's address book number. If the two numbers are not the same, update the Company Address Number field using the Company Numbers & Names menu selection.

If you use hub method 1, or detail method D or 2, set up the companies in the address book. If you use hub method Y, set up a subsidiary of the company number in your chart of accounts.

See Also

- *Setting Up Companies (P00105)*

Setting Up Hub Method Y

Hub method Y creates summarized journal entries for your intercompany settlements between a hub company and related companies.

Setting up hub method Y includes:

- Setting up intercompany accounts
- Setting Up General Accounting Constants
- Setting up AAIs

Before You Begin

- Decide which company is the hub. All other companies on the system are non-hub companies.

Setting Up Intercompany Accounts for Method Y

Set up intercompany accounts on Accounts by Object. For method Y, do the following:

For	Do the following
For each intercompany account	<ul style="list-style-type: none"> ▪ Set up a non-posting title account for each company's balance sheet business unit. Title accounts must have a consistent level of detail across all companies involved. ▪ Set up accounts where each subsidiary is equal to the company number
For each posting account	Set the level of detail on the posting intercompany accounts higher than the non-posting header (title) account.
For the hub company	<p>Set up a subsidiary account referencing each non-hub company. The subsidiary account is the link that connects companies for intercompany accounting. The subsidiary number must be five digits. For example, company 100 must be coded as 00100 and company 50 must be coded as 00050.</p> <p>Note: JD Edwards World recommends that you use a posting edit code of M (machine-generated only). This posting edit code only allows entries created by the system and protects the integrity of the account.</p>
For each non-hub company	Set up an intercompany settlement account. The object account for all intercompany accounts should be the same. Set up a subsidiary account that references the hub company.

Example: Intercompany Accounts for Method Y

The following example shows the setup step (described previously) and the account setup needed for companies where:

- Company 1 is the Hub Company
- Companies 2 and 3 are Non-Hub Companies.
- Business Unit 1 is the balance sheet business unit for Company 00001

Business Unit	Object	Subsidiary (5-Digit Company #)	Posting Edit Code	Level of Detail
1	1291		N	5

Business Unit	Object	Subsidiary (5-Digit Company #)	Posting Edit Code	Level of Detail
1	1291	00002	M	6
1	1291	00003	M	6
2	1291		N	5
2	1291	00001	M	6
3	1291		N	5
3	1291	00001	M	6

Setting Up General Accounting Constants

Use the General Accounting Constants to control whether your organization can use configured hubs for intercompany settlements.

On General Accounting Constants (00090)

Enter Y in the following field, as needed:

- Intercompany Settlement(Y/D/C/1/2/3/*/N)

Setting Up AAIs for Method Y

Set up AAIs for intercompany settlements on Single AAI Revisions or Multiple AAI Revisions.

There are two AAIs for intercompany settlements:

- ICH (Intercompany Hub). This item defines the hub company.
 - There can be only one AAI item ICH.
 - You must set up AAI item ICH for company 00000.
 - You must enter a business unit. The business unit should be the business unit of the intercompany account for the hub company.
 - You must enter an object account. The object account must point to the hub company's nonposting title account for intercompany settlements.
 - Subsidiary accounts are not used and should be left blank. The subsidiary account is blank because the system can extract subsidiary account numbers from the company numbers.
- ICCC (Intercompany Business Unit). This item defines the non-hub companies.
 - You can have separate AAI items for ICCC for each non-hub company (recommended), or you can have a single AAI item ICCC for company 00000.

If you have a single AAI item ICCC for company 00000, the Business Unit field must be blank, and the business unit number on the balance sheet accounts must be the same as the company number.

- You must enter an object account. The object account must point to the nonposting intercompany settlements account for the non-hub company.
- Subsidiary accounts are not used and should be left blank. The subsidiary account is blank because the system can extract subsidiary account numbers from the company numbers.

Example: AAIs for Method Y

The following example shows the AAI setup requirements if the business unit number on the balance sheet account is the same as the company number.

AAI Item	Company	Business Unit	Object	Subsidiary
ICH	00000	1	1291	
ICCC	00002	2*	1291	
ICCC	00003	2*	1291	

Note: * You can leave the business unit field blank for item ICCC if the business unit is equal to the company number (without leading zeros). For example, business unit 1 corresponds to company 00001.

The following example shows the AAI setup if the business unit number on the balance sheet account (550) is different from the company number (00050).

AAI Item	Company	Business Unit	Object	Subsidiary
ICH	00000	100	1291	
ICCC			1291	
ICCC	00050	550	1291	

See Also

- *Creating Your Chart of Accounts (P0901)*
- *Working with AAIs (P00121)*
- *Set Up Constants for General Accounting (P000909)*

Setting Up Hub Method 1

Hub method 1 uses subledger accounts rather than subsidiaries. Subledgers are not part of the chart of accounts, so you do not "set up" a subledger account. Method 1 creates journal entries for your intercompany settlements between a hub company and related subsidiary companies. This method uses either standard account codes with subledgers or flex-account codes. The subledger for intercompany settlements is the address number of the company.

Note: The subledger type is A, for Address Book.

Setting up hub method 1 includes:

- Setting up intercompany accounts
- Setting Up General Accounting Constants
- Setting Up Companies in Address Book
- Setting up AAIs

Before You Begin

- Decide which company is the hub. All other companies on the system are non-hub companies.

Setting Up Intercompany Accounts for Method 1

For	Do the following
All accounts	Set up intercompany accounts on Accounts by Object.
Each company	For each company, you must set up an intercompany settlement account. The object account for all intercompany accounts should be the same. Note: JD Edwards World recommends that you use a posting edit code of M (machine-generated only). This posting edit code only allows entries created by the system and protects the integrity of the account.

Note: There is no need to set up subsidiary accounts for method 1 because this method uses subledgers. This method is designed for use with a flex chart of accounts, but can also be used with a standard chart of accounts.

Example: Intercompany Accounts for Method 1

The following example:

- Company 1 is the Hub Company
- Companies 2 and 3 are Non-Hub Companies
- Business Unit 1 is the balance sheet business unit for Company 00001

Business Unit	Object	Posting Edit Code	Level of Detail
1	1291	M (machine only)	6
2	1291	M (machine only)	6
3	1291	M (machine only)	6

Setting Up General Accounting Constants

Use the General Accounting Constants to control what method your organization uses for intercompany settlements.

On General Accounting Constants (P000909)

Enter 1 in the following field, as needed:

- Intercompany Settlement(Y/D/C/1/2/3/*/N)

Setting Up Companies in Address Book

If possible, enter the Address Book number as the Company number. For example, Company 00001 would be set up for Address Book number 00000001. If you cannot set up the Address Book number equal to the Company number, you must identify the address book number of the company in the detail area (F4) of the Company Numbers & Names program (P00105).

For example, if the address book number for company 00001 is 00000750, you must populate the Company Address Book number field, in the detail area with 00000750. If the company address book number is equal to the company number, you may leave this field blank.

Setting Up AAIs for Method 1

After you set up the intercompany settlement accounts for each company, you can reference these accounts in the intercompany AAIs. This way the system knows which accounts to automatically create balancing entries for during the post.

Set up AAIs for intercompany settlements on Single AAI Revisions or Multiple AAI Revisions.

There are two AAIs for intercompany settlements:

- ICH (Intercompany Hub). This item defines the hub company.
 - There can be only one AAI item ICH.
 - You must set up AAI item ICH for company 00000.
 - You must enter the hub company's business unit balance sheet number.
 - You must enter an object account. The object account must point to the hub company's nonposting title account for intercompany settlements.
 - Subsidiary accounts are not used and should be left blank. The subsidiary account is blank because the system can extract subsidiary account numbers from the company numbers.
- ICC (Intercompany Business Unit). This item defines the non-hub companies.
 - You must have a separate AAI item ICC for each non-hub company.
 - You must enter an object account. The object account must point to the machine-generated posting account for the non-hub company.

- Subsidiary accounts are not used and should be left blank. The subsidiary account is blank because the system can extract subsidiary account numbers from the company numbers.

Example: AAls for Method 1

The following example shows the AAls for items ICH and ICCC with separate items for ICCC, instead of a blank company and business unit.

Item	Company	Business Unit	Object	Subsidiary
ICH	00000	1	1291	
ICCC	00002*	2*	1291	
ICCC	00003*	3*	1291	

Note: * You can leave the business unit field blank for item ICCC if the business unit is equal to the company number (without leading zeros). For example, business unit 1 corresponds to company 00001.

What You Should Know About

Setting up companies

If you use method 1, you must set up each company in the Address Book system. For example, if you set up company 00007, you must set up address book record 7 describing this company.

See Also

- *Creating Your Chart of Accounts (P00901)*
- *Working with AAls (P00121)*
- *Set Up Constants for General Accounting (P000909)*

Setting Up Detail Method D

Detail method D creates detailed journal entries for your intercompany settlements. Because there is no designated hub company, this method uses the company on the first line of a transaction as the hub company. Method D uses standard account codes and subledgers.

Method D requires your balance sheet business unit number to be the same as the company number (excluding leading zeros). For example, Company 00001 must have a corresponding balance sheet business unit of 1, in order for this method to be used. If the balance sheet business unit does not use the same numbering designation as your company, you must use Method 2 for intercompany settlements.

Note: Method D may not be used with a Flex Chart of Accounts. A Flex Chart of Accounts deviates from the following account structure BU (12 digits) Obj (4, 5, or 6 digits) Subsidiary (8 digits).

Setting up detail method D includes:

- Setting up intercompany accounts
- Setting Up General Accounting Constants
- Setting Up Companies in Address Book
- Setting up AAIs

Before You Begin

- Decide whether you have set up standard accounts or flex accounts

Setting Up Intercompany Accounts for Method D

Set up intercompany accounts on Accounts by Object. For method D, do the following:

For	Do the following
For the business unit on each company's balance sheet	Set up an intercompany settlement account. The object account for all intercompany accounts should be the same. Note: JD Edwards World recommends that you use a posting edit code of M (machine-generated only). This posting edit codes only allows entries created by the system and protects the integrity of this account.
For each intercompany account	Assign a business unit number equal to the company number. If this deviates from your naming conventions for business units, consider using method 2.

There are no rules for setting up subsidiary accounts for method D because it uses subledgers. This method is designed for use with a flex chart of accounts, but can also be used with a standard chart of accounts.

All companies must be set up in the address book, and the address book number must be the same as the company number.

Example: Intercompany Accounts for Method D

The following example shows the setup requirements for intercompany object accounts for each company. Note that methods D and 1 have the same setup requirements.

Business Unit	Object	Subsidiary	Posting Edit Code	Level of Detail
1	1291	Not Used	M (machine only)	6
2	1291	Not Used	M (machine only)	6

Business Unit	Object	Subsidiary	Posting Edit Code	Level of Detail
3	1291	Not Used	M (machine only)	6

Setting Up General Accounting Constants

Use the General Accounting Constants to control what method your organization uses for intercompany settlements.

On General Accounting Constants (P000909)

Enter D in the following field, as needed:

- Intercompany Settlement(Y/D/C/1/2/3/*/N)

Setting Up Companies in Address Book

If possible, enter the Address Book number as the Company number. For example, Company 00001 would be set up for Address Book number 00000001. If you cannot set up the Address Book number equal to the Company number, you must identify the address book number of the company in the detail area (F4) of the Company Numbers & Names program (P00105).

For example, if the address book number for company 00001 is 00000750, you must populate the Company Address Book number field, in the detail area with 00000750. If the company address book number is equal to the company number, you may leave this field blank.

Setting Up AAIs for Method D

Set up AAIs for intercompany settlements on Single AAI Revisions or Multiple AAI Revisions.

While there are two AAIs for intercompany settlements, for method D, define AAI item ICH (Intercompany Hub) only. This item defines the object account.

- There can be only one AAI item ICH.
- You must set up AAI item ICH for company 00000.
- The business unit must be blank. The system requires that the business unit number be the same as the company number.
- You must enter an object account. The object account points to the intercompany settlement account.
- Subsidiary accounts are not used and should be left blank. The subsidiary account is blank because the system can extract subsidiary account numbers from the company numbers.

Example: AAIs for Method D

The following example shows the relationship between the AAI item and company and object account. This is the required AAI setup for method D.

AAI Item	Company	Business Unit	Object	Subsidiary
ICH	00000		1291	

See Also

- *Creating Your Chart of Accounts (P00901)*
- *Working with AAIs (P00121)*
- *Set Up Constants for General Accounting (P000909)*

Setting Up Detail Method 2

Detail method 2 is an enhanced detail method that can be used with a Flex Chart of Accounts. It creates detailed journal entries for your intercompany settlements. Because there is no designated hub company, this method uses the company on the first line of a transaction as the hub company.

Setting up detail method 2 includes:

- Setting up intercompany accounts
- Setting Up General Accounting Constants
- Setting Up Companies in Address Book
- Setting up AAIs

Before You Begin

- Decide whether to use standard accounts or flex accounts

Setting Up Intercompany Accounts for Method 2

Set up intercompany accounts on Accounts by Object.

For method 2, set up an intercompany settlement account for the business unit on each company's balance sheet. You must use the same object account and level of detail for all companies.

Note: JD Edwards World recommends that you use a posting edit code of M (machine-generated only). This posting edit codes only allows entries created by the system and protects the integrity of this account.

Method 2 gives you the ability to process intercompany settlements when the company number is not reflected in its associated balance sheet business unit.

There are no rules for setting up subsidiary accounts for method 2 because it uses subledgers. This method is designed for use with a flex chart of accounts, but can also be used with a standard chart of accounts.

Example: Intercompany Accounts for Method 2

The following example shows the setup requirements for intercompany settlements account when the company number (00001) is different from the balance sheet (10).

Business Unit	Object	Subsidiary	Posting Edit Code	Level of Detail
1	1291	Not Used	M (machine generated)	6
2	1291	Not Used	M (machine generated)	6
3	1291	Not Used	M (machine generated)	6

Setting Up General Accounting Constants

Use the General Accounting Constants to control what method your organization uses for intercompany settlements.

On General Accounting Constants (P000909)

Enter 2 in the following field, as needed:

- Intercompany Settlement(Y/D/C/1/2/3/*/N)

Setting Up Companies in Address Book

If possible, enter the Address Book number as the Company number. For example, Company 00001 would be set up for Address Book number 00000001. If you cannot set up the Address Book number equal to the Company number, you must identify the address book number of the company in the detail area (F4) of the Company Numbers & Names program (P00105).

For example, if the address book number for company 00001 is 00000750, you must populate the Company Address Book number field, in the detail area with 00000750. If the company address book number is equal to the company number, you may leave this field blank.

Setting Up AAIs for Method 2

Set up AAIs for intercompany settlements on Single AAI Revisions or Multiple AAI Revisions.

While there are two AAIs for intercompany settlements, for method 2, define AAI item ICCC (Intercompany Business Unit) only. This item defines the companies involved in intercompany settlements.

- You must have separate AAI items for ICCC for every company that will be involved in intercompany settlements.
- For each AAI item ICCC, you must enter a business unit. The business unit does not need to match the company number.
- For each AAI item ICCC, you must enter an object account. The object account for all ICCC AAI items is the intercompany transaction account.

- Subsidiary accounts are not used and should be left blank. The subsidiary account is blank because the system can extract subsidiary account numbers from the company numbers.

Example: AAIs for Method 2

The following example shows the setup requirements for AAI item ICCC.

AAI Item	Company	Business Unit	Object	Subsidiary
ICCC	00001	10	1291	Not Used
ICCC	00002	20	1291	Not Used
ICCC	00003	3	1291	Not Used

See Also

- *Creating Your Chart of Accounts (P00901)*
- *Working with AAIs (P00121)*
- *Set Up Constants for General Accounting (P000909)*

Understand Configured Hubs

About Configured Hubs

An organization might need to settle transactions across companies in a manner that does not conform to the detail method or the hub method of intercompany settlements. For example:

- An organization might need to have two hub companies in the same environment at the same time. Each hub company would have its own set of companies within its hub.
- An organization might need to designate one hub company for certain intercompany settlements and a different hub company for other settlements.

Configured hubs are groups of companies that your organization can define, or configure, to accommodate non-standard intercompany settlements. When you configure a hub, you define the relationships between the companies in the hub. You also designate which company in the hub can settle transactions with other hubs. The system uses your configured hub definitions to ensure that only authorized intercompany settlements occur.

Organizations that create transactions in multiple currencies can settle intercompany transactions through a hub company that uses a common currency rather than between two companies that do not use a common currency. Multi-currency adjusting entries can occur at the intercompany settlement level.

The system maintains configured hub information in the Inter/Intra Company Account Relationships table (F09190).

What Are the Rules for Configured Hubs?

To define configured hubs for your organization, use the following rules:

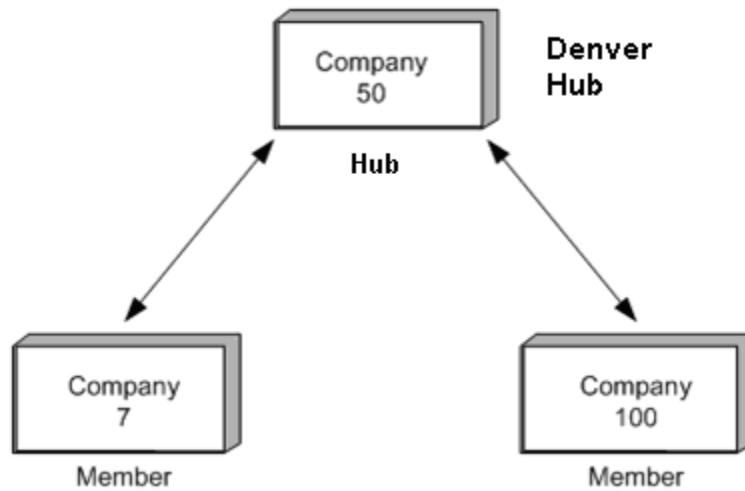
- You can create multiple hubs.
- You must assign every company to a hub.
- In each hub, you can have one hub company. You designate the other companies in the hub as member companies.
- If you designate a hub company, the following rules apply:
 - A member company can settle only with the hub company or another member company of the same hub.
 - An intercompany settlement between two member companies goes through the hub company.

- A hub company can settle with a member company of the same hub or with another hub company.
- If you do not designate a hub company in a hub, the following rules apply:
 - The member companies can settle only with each other.
 - The company that is on the first line of a journal entry becomes the designated hub for that transaction.

The system calculates intercompany settlements for configured hubs in the same way that it calculates standard intercompany settlements. The only difference is that an organization that uses configured hubs can have multiple hub companies.

Example: Configured Hub with Hub Company

The following illustrates how intercompany settlements occur in a configured hub with a hub company. Denver is set up as a configured hub in the Intercompany Hub user defined codes table (09/HB)



In this example, one company (7) accrues a liability incurred by another company (100). The designated hub company in the Denver configured hub is company 50.

The system creates one automatic entry that involves more than two accounts as follows:

Document	Company	Account	Description	Debit	Credit
JE 20	50	50.8150	Expenses	300	
JE 20	100	100.8110	Expenses	200	
JE 20	7	7.4110	Accounts Payable		500

When you post the entry, the system generates the following intercompany entries:

Document	Company	Account/ Sub/Type	Description	Debit	Credit
AE 20	100	100.1291/00050/A	Intercompany Receivables/Payables		200
AE 20	50	50.1291/00100/A	Intercompany Receivables/Payables	200	
AE 20	7	7.1291/00050/A	Intercompany Receivables/Payables	500	
AE 20	50	50.1291/00007/A	Intercompany Receivables/Payables		500

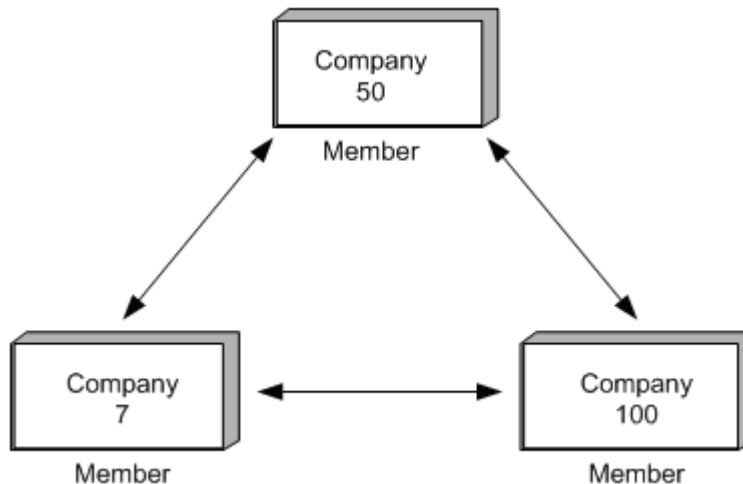
The following T-accounts also illustrate the entries in this example:

Journal Entries	50.8150	7.4110	100.8110
	300	500	200
Automatic Entries	50.1291	7.1291	100.1291
	200 500	500	200
Subledger/Type:	00100 / A	00007 / A	00050 / A

The automatic entries are identical to those that the system would create using the detail method. However, with configured hubs, the designated hub remains the same regardless of which company is on the first line of the journal entry.

Example: Configured Hub without Hub Company

The following illustrates how intercompany settlements occur in a configured hub without a hub company.



In this example, one company (7) accrues a liability incurred by another company (100). There is no designated hub company.

The system creates one automatic entry that involves more than two accounts as follows:

Document	Company	Account	Description	Debit	Credit
JE 20	50	50.8150	Expenses	300	
JE 20	100	100.8110	Expenses	200	
JE 20	7	7.4110	Accounts Payable		500

When you post the entry, the system generates the following intercompany entries:

Document	Company	Account/ Sub/Type	Description	Debit	Credit
AE 20	100	100.1291/00050/A	Intercompany Receivables/Payables		200
AE 20	50	50.1291/00100/A	Intercompany Receivables/Payables	200	
AE 20	7	7.1291/00050/A	Intercompany Receivables/Payables	500	
AE 20	50	50.1291/00007/A	Intercompany Receivables/Payables		500

The following T-accounts also illustrate the entries in this example:

Journal Entries	50.8150	7.4110	100.8110
	-----	-----	-----
	300	500	200
Automatic Entries	50.1291	7.1291	100.1291
	-----	-----	-----
	200	500	200
Subledger/Type:	00100/A	00007/A	00050/A

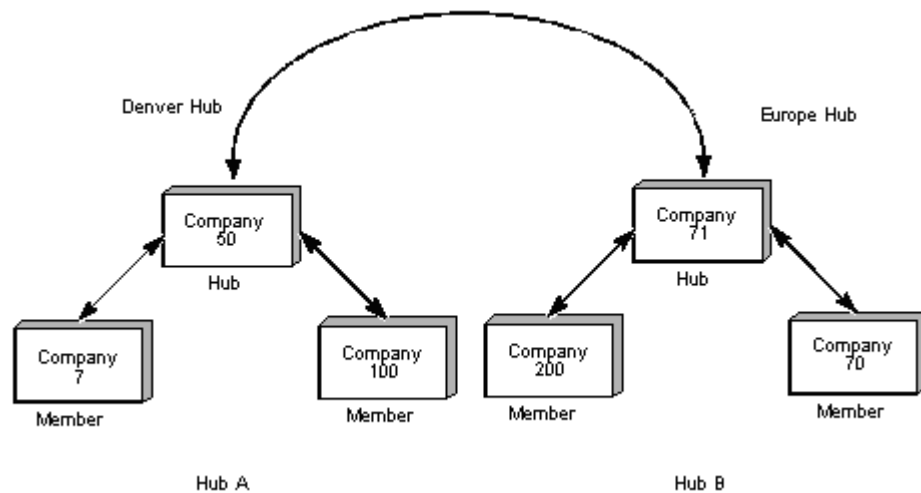
The automatic entries are identical to those that the system would create using configured hubs *without* a designated hub company. However, the company that is on the first line of the journal entry becomes the designated hub for the transaction.

For example, the designated hub would be company 100 for the following journal entry:

Document	Company	Account	Description	Debit	Credit
JE 20	100	100.8110	Expenses	200	
JE 20	50	50.8150	Expenses	300	
JE 20	7	7.4110	Accounts Payable		500

Example: Configured Hubs for Multi-Currency

The following illustrates how multi-currency intercompany settlements can occur in a configured hub environment.



In the following example, you create a journal entry for 1,000.00 USD to transfer funds from an American company (company 50) to a French company (company 71). The exchange rate of 5 EUR equals 1 USD.

You have entered transaction amounts in USD to both companies. It is considered a domestic transaction because the transaction currency is the same as the currency of the company of the account on the first line. This company is also the designated hub for the transaction because it is the first line of the journal entry.

The system creates entries in the AA (actual amounts) ledger as follows:

Account	Amount	Ledger Type
50.1110.BEAR	1000.00- USD	AA
71.1110.FRANCE	1000.00 USD	AA

(Mode = D)

In the following chart, the system also creates an entry for the transaction in the CA (foreign currency) ledger. The value for company 71 (the foreign company) is the USD (foreign) value of the transaction. There is a CA value for company 50 only to keep the CA ledger in balance.

Account	Amount	Ledger Type
50.1110.BEAR	1000.00-USD	CA
71.1110.FRANCE	1000.00 USD	CA

(Mode = F)

When you post the journal entry, the system creates an adjusting entry to correct the domestic amount of the non-base currency. In the following chart, this entry is 4,000.00 EUR to the AA ledger:

Account	Amount	Ledger Type	Action
50.1110.BEAR	1000.00- USD	AA	JE posted to AA ledger
71.1110.FRANCE	1000.00 EUR	AA	JE posted to AA ledger
71.1110.FRANCE	4000.00 EUR	AA	AE to adjust original 1000 USD to 5000 EUR ((1000 _ 5)-1000) Line Extension Code = AM
50.1110.BEAR	1000.00- USD	CA	JE posted to CA ledger
71.1110.FRANCE	1000.00 USD	CA	JE posted to CA ledger

- The 4000.00 EUR amount is the net of [(foreign value of the transaction multiplied by exchange rate) - value of the transaction as already posted].
- The total EUR amount is 5,000.00.
- The system does not display this adjusting entry on the Journal Entries form. It adds the original AA entry and the adjusting entry and then displays the total as one amount on Account Ledger Inquiry and on all printed journals and G/L reports.

During the settlement process, the system creates the final entries that complete the intercompany settlement and keep the two companies in balance. For company 50, these are USD amounts. For company 71, they are EUR amounts in the AA ledger:

Account/Sub/Type	Amount	Ledger Type
50.1291/00071/A	1000.00	AA
71.1291/00050/A	5000.00-	AA
50.1291/00071/A	1000.00	CA
71.1291/00050/A	1000.00-	CA

The following T-accounts also illustrate the settlement process in this example. You create a journal entry to credit the cash account for company 50 and debit the cash account for company 71. The system records these entries in USD, as entered, in both the AA (actual amounts) and CA (foreign currency) ledgers:

Journal Entry

50.1110.BEAR		71.1110.FRANCE	
JE CA	1000.00	1000.00	CA JE
JE AA	1000.00	1000.00	AA JE

When you post this journal entry, the system creates an entry in the AA (actual amounts) ledger to convert the USD amount to EUR for company 71. The exchange rate for USD to EUR is 1:5, for a total of 5000.00 EUR.

The system has already debited company 71 the amount of 1000.00 from this account, so it debits an additional 4000.00:

Posting Process

50.1110.BEAR		71.1110.FRANCE	
JE CA	1000.00	1000.00	CA JE
JE AA	1000.00	1000.00	AA JE
		4000.00	AA AE

During the settlement process, the system creates additional automatic journal entries to transfer the money between the companies:

Intercompany Settlement

50.1110.BEAR		71.1110.FRANCE	
JE CA	1000.00	1000.00	CA JE
JE AA	1000.00	1000.00	AA JE
		4000.00	AA AE

50.1291/00071/A		71.1291/00100/A	
1000.00	CA AE	AE CA	1000.00
1000.00	AA AE	AE AA	5000.00

Note: If you use these transactions, the intercompany accounts in balance reports will show that the accounts are out of balance because of the different currencies.

How Does the System Enforce Configured Hubs?

The system uses the Inter/Intra Company Account Relationships table to evaluate each transaction between companies. If you have defined a valid intercompany

relationship, the system processes the transaction. If not, the system issues an error message and does not process the transaction.

If you create intercompany transactions outside of the functional server, the system validates them during posting. The system will not post an invalid intercompany transaction.

What You Should Know About

Methods of intercompany settlement In order to use configured hubs, you must set up a detailed method of intercompany settlement (method D or 2) rather than a hub method. You cannot have a hub company already defined for your organization.

Settlements between hubs The system issues a warning message if you try to perform an intercompany settlement between two hub companies. You can proceed after you acknowledge the message.

See Also

- *Setting Up Intercompany Settlements*

Set Up Configured Hubs

Setting Up Configured Hubs

Before you can use configured hubs to settle intercompany transactions, you must set up the configured hub relationships for your organization. The system uses these relationships to process intercompany settlements.

Setting up configured hubs consists of:

- [Setting Up the Configured Hubs Constant](#)
- [Setting Up User Defined Codes for Configured Hubs](#)
- [Setting Up Companies for Configured Hubs](#)
- [Verifying Configured Hubs](#)

The system maintains configured hub information in the Inter/Intra Company Account Relationships table (F09190).


What You Should Know About

AAIs for configured hubs The system uses the same AAIs for configured hubs that you set up for intercompany settlements. You do not need to set up additional AAIs.

Before You Begin

- Verify the method of intercompany settlements is detail method D or 2.

Setting Up the Configured Hubs Constant

	From General Accounting (G09), enter 29 From General Accounting System Setup (G0941), choose General Accounting Constants
---	--

To control whether your organization can use configured hubs for intercompany settlements set the code in the Inter Company Settlement field.

To set up the configured hubs constant

On General Accounting Constants




Enter a configured hub method in following field:

- Inter Company Settlement

Field	Explanation
Intercompany Settlement	A code that indicates that the system will use configured hubs when it creates journal entries between companies in an organization. The following values apply to the use of a configured hubs method:
C	Yes, create intercompany settlements using a configured hub
3	Flex compatible, create intercompany settlements using a configured hub

Setting Up User Defined Codes for Configured Hubs

	From General Accounting (G09), enter UDC
---	--

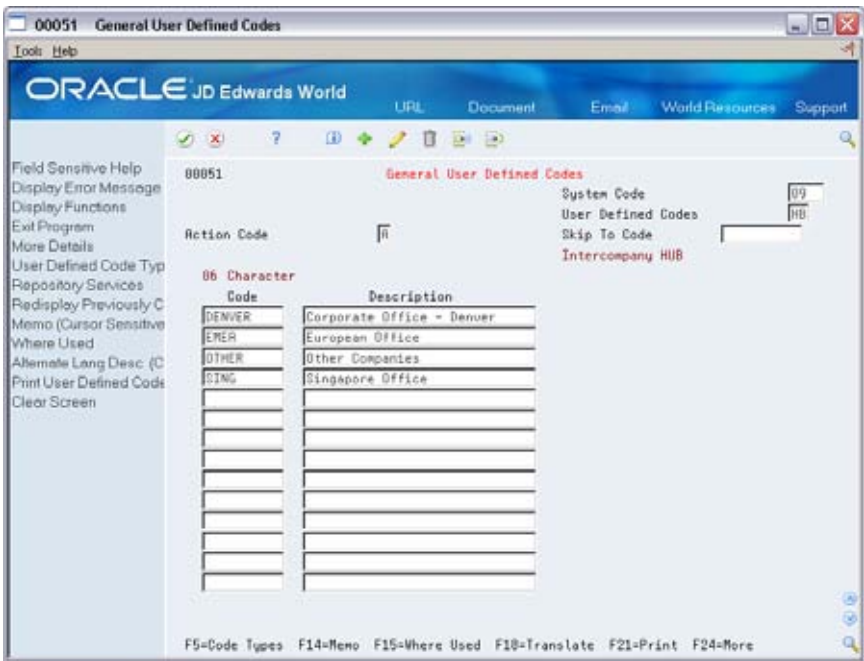
You must set up the name of each configured hub in the Intercompany Hub user defined codes table (09/HB). Each name can be up to 6 characters in length.

Configured hub names are not required to be actual company names in your organization.

To set up user defined codes for configured hubs

On General User Defined Codes

1. Locate the user defined codes table for system code 09, user defined code list HB.



2. Complete the following fields:

- Code
- Description

Setting Up Companies for Configured Hubs



From General Accounting (G09), choose 27
 From G/L Advanced & Technical Operations (G0931), choose **Intercompany Settlements**
 From Intercompany Settlements Processing (G09318), choose **Configured Hub Company**

You can set up **one** or more configured hubs for intercompany settlements within your organization.

To use configured hubs, you must assign every company to a hub. In each hub, you can designate a hub company, but a hub company is not required. You set up the rest of the companies in the hub as member companies. If there is no hub company, set up all the companies as member companies.

The system maintains configured hub information in the Inter/Intra Company Account Relationships table (F09190).

To set up companies for configured hubs

On Configured Hub Company

Members	Description	HUB Des
00050	A Model Construction Mgmt Co.	1
00007	A Model Payroll Company	2
00100	Model Finan/Distrib Co. (Mktg)	2

1. Complete the following field:
 - Hub
2. For each company in the hub, complete the following fields:
 - Member
 - Hub Des (Designator)

Field	Explanation
User Defined HUB	The name of a group, or hub, of companies that can create intercompany settlements only within the group. This name must be set up in user defined code list 09/HB.
Members	<p>A code that identifies a specific organization, fund, entity, and so on. This code must already exist in the Company Constants table (F0010). It must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions.</p> <p>Note: You can use company 00000 for default values, such as dates and automatic accounting instructions (AAIs). You cannot use it for transaction entries.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The number of the company that is a member of the hub.</p>
HUB Designator	<p>This flag indicates the status of a company in a user defined hub.</p> <p>1 This is the hub, or central, company of the user defined hub.</p> <p>2 This is a member company of the user defined hub.</p>

What You Should Know About

Hub designators	To set up a configured hub with no designated hub company, set the Hub Designator field to 2 to every company in the hub.
------------------------	---

See Also

- *About Configured Hubs* for more information about the requirements for hub groupings

Verifying Configured Hubs



From General Accounting (G09), choose 27

From G/L Advanced & Technical Operations (G0931), choose **Intercompany Settlements**

From Intercompany Settlements Processing (G09318), choose **Configured Hub Integrity**


You can run an integrity report to verify that you have assigned every company to a hub. The system compares the hub information in the Inter/Intra Company Account Relationships table to the company information in the Company Constants table (F0010).

The Configured Hub Integrity report shows the following:

- For each configured hub, the companies that are assigned to the hub and whether each company is a member company or a hub company
- Companies that are assigned to configured hubs but do not exist in the Company Constants table
- Companies that are not assigned to any configured hub

Create Intercompany Invoices and Vouchers

Creating Intercompany Invoices and Vouchers

	From General Accounting (G09), type 27 From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements (G09318), choose Invoice/Voucher Creation
---	--

When you post journal entries that contain transactions across companies, the system creates balancing entries for intercompany settlements in the general ledger. Some companies resolve these intercompany settlements by creating invoices and vouchers for the different companies. Some reasons you might do this are:

- To provide a greater level of detail for intercompany settlements
- To allow tracking and approval within each company
- To track multi-currency gains and losses on intercompany settlements
- To meet statutory requirements in certain countries

Invoice/Voucher Creation is a batch program that creates invoices and vouchers for intercompany settlements. You can run the program in proof or final mode.

The Invoice/Voucher Creation program does the following:

1. Selects intercompany settlement records in the Account Ledger table. It selects records for the company that originated the transaction that have not been processed using the value in the Intercompany Invoice and Voucher Status field.
2. Uses the intercompany settlement records to create invoices.

Invoices have a document type of RI and a batch type of I (invoices). You can use a processing option to change the document type.

The invoice number is assigned by Next Numbers. The program derives the G/L distribution account for the invoice from the account number for the intercompany record. This offsets the original amount in the intercompany account.

3. Uses the invoice information to create vouchers.

Vouchers have a document type of PV and batch type of V (vouchers). You can use a processing option to change the document type.

The voucher number is assigned by Next Numbers. The program derives the G/L distribution account for the voucher from the AAIs, based on the intercompany settlement method you are using. This offsets the original amount in the intercompany account.

4. If the voucher is multi-currency, the system uses the exchange rate at the time the voucher was created. If the exchange rate has changed since the voucher was created, the program creates realized gain or loss records for the vouchering company.

Gain and loss records have document type of JE (journal entry) and a batch type of G (journal entries).

5. Marks the Reference 2 field on the original intercompany record, the reversal record, and any gain or loss record with a unique value for reconciling purposes.
6. Changes the Intercompany Invoice and Voucher Status field to indicate that the transaction has been processed.

The Invoice/Voucher Creation program writes information to the following tables:

- Account Ledger
- A/R Ledger (F0311)
- A/P Ledger (F0411)

The system prints a report with information about errors and warnings. You can use a processing option to choose between detail and summary versions of this report. If you print a detailed report, JD Edwards World recommends that you do so after hours.

Before You Begin

- Before you run this program for the first time, run the Hub Company Conversion program (P0911QD). This program populates the Hub Company field in the Account Ledger table.
- Verify that you have set up intercompany settlements to use one of the detail methods (D or 2) or the configured hub method. See *Setting Up Intercompany Settlements* and *About the Configured Hubs*.

Date - 2/13/17
Page - 1

JD Edwards World
Invoice/Voucher Creation
Batches
I 06158197 V 06158198 G 06158199

09560

Dt	Doc	G/L	Date	Trans.	Date	Co	Description	Business Unit	Object	Sub	Subldgr	A/R	Amount	Gain/ Loss (-)	A/P
												Cur			Cur
RI	125918	02/13/17	02/13/17	00001					1	1291	100	USD	3,167.00		
PV	88504	02/13/17	02/13/17	00100					1	1291	1	USD	3,167.00		
RI	6393	02/13/17	02/13/17	00001					1	1291	100	USD	3,179.00		
PV	11410	02/13/17	02/13/17	00100					1	1291	1	USD	3,179.00		
RI	6394	02/13/17	02/13/17	00001					1	1291	100	USD	1,996.00		
PV	11411	02/13/17	02/13/17	00100					1	1291	1	USD	1,996.00		
RI	6395	02/13/17	02/13/17	00001					1	1291	100	USD	100.00		
PV	11412	02/13/17	02/13/17	00100					1	1291	1	USD	100.00		
RI	6396	02/13/17	02/13/17	00001					1	1291	100	USD	1,000.00		
PV	11413	02/13/17	02/13/17	00100					1	1291	1	USD	1,000.00		
RI	6397	02/13/17	02/13/17	00001					1	1291	100	USD	75,342.80		
PV	11414	02/13/17	02/13/17	00100					1	1291	1	USD	75,342.80		

Example: Multi-Currency

In this example, Company 1 uses U.S. dollars. On day 1, Company 1 purchases an airline ticket for Company 2, which uses Euros. The cost is 100 USD.

**Journal Entry
Company 1 - USD**

	<u>Cash</u>		<u>Intercompany</u>	
USD	100		100	AA PV1
USD	100		100	CA PV1

Company 2 uses Euros. The exchange rate on the date of purchase is 5:1, so Company 2 owes Company 1 the amount of 100 USD or 500 EUR.

**Journal Entry
Company 2 - EUR**

	<u>Intercompany</u>		<u>Expense</u>	
EUR	500		500	AA PV1
USD	100		100	CA PV1

On day 2, Company 1 purchases an additional airline ticket for Company 2. The cost is the same, 100 USD.

However, the exchange rate has changed to 6:1. Company 2 owes Company 1 the amount of 100 USD or 600 EUR.

**Journal Entry
Company 2 - EUR**

	<u>Intercompany</u>		<u>Expense</u>	
EUR	500		500	AA PV1
USD	100		100	CA PV1
EUR	600		600	AA PV2
USD	100		100	CA PV2

On day 3, you create invoices and vouchers for intercompany settlements. The system creates an invoice for Company 1 that transfers the balance of 200 USD from intercompany settlements to an account for intercompany settlements receivable.

**Journal Entry
Company 1 - USD**

	Intercompany Receivable		Intercompany	
USD	100	100		AA PV1
USD	100	100		CA PV1
USD	100	100		AA PV2
USD	100	100		CA PV2
USD	200		200	AA PV3

The exchange rate has changed to 7:1. At the same time, the system creates a voucher for Company 2 that transfers the balances of 200 USD and 1,400 EUR from intercompany settlements to an account for intercompany settlements payable.

**Journal Entry
Company 2 - EUR**

	Intercompany		Intercompany Payable	
EUR	500			AA PV1
USD	100			CA PV1
EUR	600			AA PV2
USD	100			CA PV2
EUR	1,400		1,400	AA PV3
USD	200		200	CA PV3

Because of the change in exchange rate, Company 2 incurred a net loss. The system creates an entry for the loss. This entry brings the Intercompany account into balance.

**Journal Entry
Company 2 - EUR**

	Intercompany		Gain/Loss	
EUR		500		AA PV1
USD		100		CA PV1
EUR		600		AA PV2
USD		100		CA PV2
EUR	1,400			AA PV3
USD	200			CA PV3
EUR		300	300	AA

What You Should Know About

Reconciling

You can use Automatic Debit/Credit Reconciliation to assure that the system correctly cleared your intercompany accounts. This program uses the value in the Reference 2 field to identify related records.

Gain and loss

The vouchering company assumes the gain or loss on multi-currency intercompany settlements.

Processing Options

See [Auto Intercompany Invoicing \(P09560\)](#)

Understand Settlements across Environments

About Intercompany Settlements across Environments

Companies in one computing environment sometimes need to create, transmit, and reconcile intercompany transactions for companies in other computing environments. These environments might reside in the same computer system or they might reside in separate computer systems. The computer systems might be in the same location or across the world from each other.

For example, Company 1 needs to charge Company 2 for travel performed on behalf of Company 2.

Company	Account Description	Debit	Credit
2	Expenses	750*	
1	Accounts Payable		750
1	Due from 00002 A	750	
2	Due to 00001 A		750*

Note: * Transactions that originate in the Company 00001 environment but belong to the Company 00002 environment.

The General Accounting system cannot make the intercompany settlement directly between Company 00001 and Company 00002, because they reside in different computing environments.

Intercompany settlements across environments require some special setup and processing steps, consisting of:

- Setting up cross-environment intercompany settlements
- Sending intercompany settlements to other environments
- Receiving intercompany settlements from other environments
- Reconciling cross-environment intercompany settlements

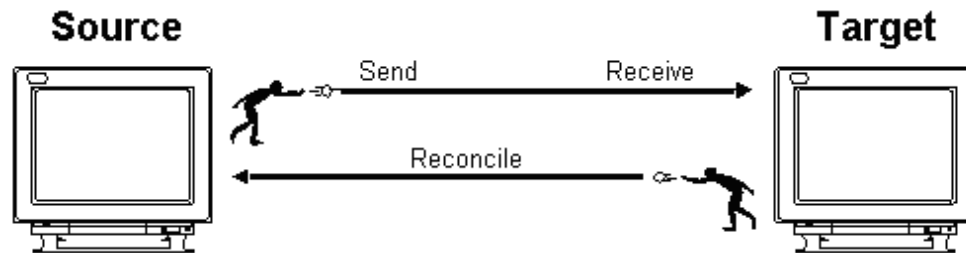
To create and process intercompany settlements across environments and the source and target companies are using different currencies, you must turn on the multiple currency function for each environment.

In addition, you must use one of the detail methods of intercompany settlements. You cannot use the hub method of intercompany settlements when you need to create and process intercompany settlements that cross environments.

Two types of environments are involved in these intercompany settlements, as follows:

- Source environment, where the intercompany settlements originate. A source environment might consist of one or more *source* companies.
- Target environment, which receives the journal entries for intercompany settlements. A target environment might consist of one or more *target* companies.

The following illustrates the two environments:



See Also

- *About Intercompany Settlements* for information about the methods of intercompany settlements and examples of journal entries for intercompany settlements

What Are the Source Company Requirements?

To create data for target environments, the source company must:

- Identify and maintain in the source computing environment a portion of the chart of accounts for each target company
- Set up identifiers such as company number and business units

When the source company completes this setup, the General Accounting system will create journal entries for target environments as a part of normal processing.

Periodically, the source company does the following:

- Copies the settlement entries into a Journal Entry Transaction - Batch Input table (F0911Z1)
- Sends the F0911Z1 table to the target company
- Receives an Intercompany Reconciliation table from the target company
- Reconciles the source data to the target data

What Are the Target Company Requirements?

The target company must:

- Run the Initial Receiving program to accept the data sent by the source company

- Run the Batch Journal Entry Processing program
- Post the journal entries
- Periodically send the Intercompany Reconciliation table to the source company

To protect data integrity, the target company should *not* change intercompany settlements that were received from another environment. Changes by the target company would result in mismatches during reconciliation. If a change is required, the source company should make the change as a new intercompany settlement.

What Happens with Duplicate Numbers?

The possibility exists that company or business unit numbers might be the same in more than one environment. The source environment must distinguish between companies or business units with the same number so that intercompany settlements reference the correct company or business unit.

You cannot set up two companies or business units with the same numbers in one environment. You can, however, use an alias for duplicate numbers.

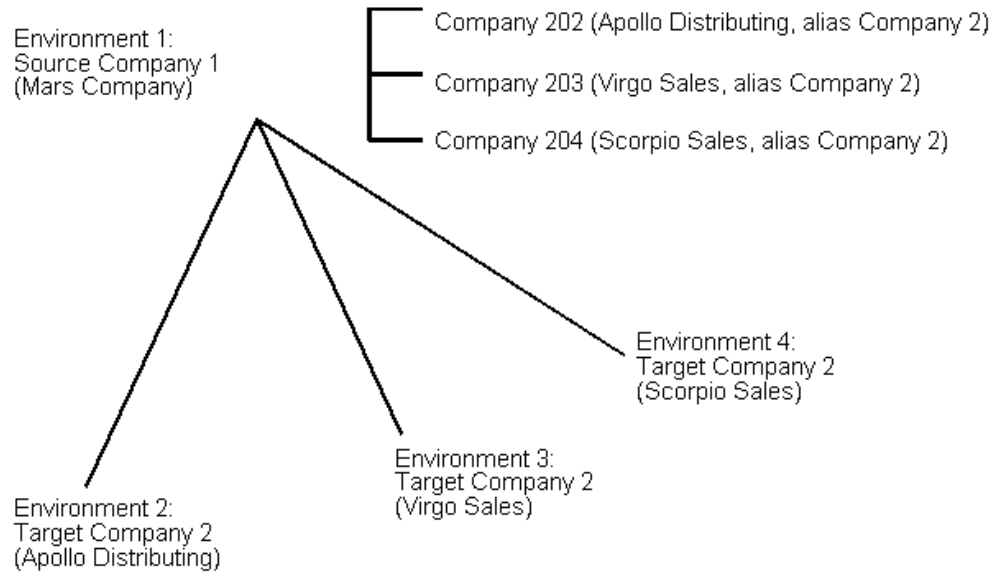
For example, a source company in Environment 1 (Company 00001) sends intercompany settlements to target companies in Environments 2, 3, and 4. Each target environment has a Company 00002 defined in JD Edwards World applications.

In the source environment, you can identify only one Company 00002 in the Company Constants table (F0010) and in the address book. Therefore, Company 00001 might set up the following in the source environment:

- Company 00202 for Environment 2
- Company 00203 for Environment 3
- Company 00204 for Environment 4

In setting up Companies 00202, 00203, and 00204, Company 00001 also enters identifiers for the target information that will be used when the source environment sends them to the target environments.

The following illustrates how a source environment might set up identifiers for companies in target environments:



How Are Intercompany Settlements across Environments Reconciled?

As you process intercompany settlements in the source and target environments, the source and target systems keep track of processing by updating a Cross-Environment Status field. The source system uses this field to reconcile target system processing to source data records.

Set Up Cross-Environment Settlements

Setting Up Cross-Environment Intercompany Settlements

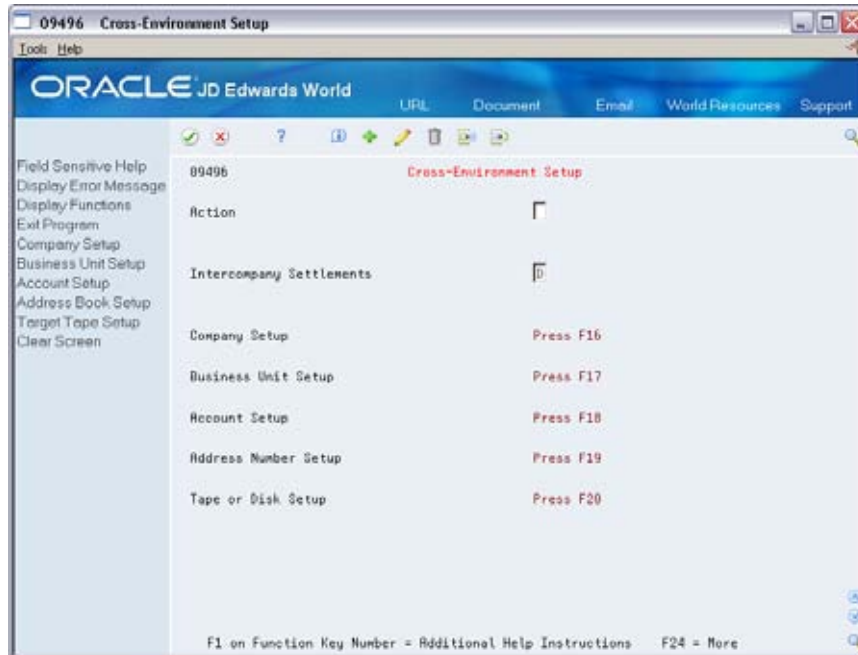
Before you can use intercompany settlements across environments, you must set up information that the system needs during processing. The source company must perform all the setup tasks. The target company (the company receiving the intercompany settlements) must set up only the appropriate tape parameters.

The system provides a central location for this setup, which consists of:

- [Setting Up the Intercompany Settlements Constant](#)
- [Setting Up Target Companies](#)
- [Setting Up Target Business Units](#)
- [Setting Up Target Accounts](#)
- [Setting Up Address Book Numbers for Target Companies](#)
- [Setting Up Tape Parameters for Transmittal](#)

Before You Begin

- Collect the following information about the companies that are involved in the intercompany settlements across environments:
 - The name that the source company will use to refer to the target company
 - Target company accounts that the source company needs for settlement entries
 - Target company business units that the source company needs for settlement entries
- If the source and target companies are using different currencies, verify that the multiple currency feature in the General Accounting constants for the source and target companies is activated
- Verify that subledgers and subledger types are the same in both the source and target companies for the accounts used for intercompany transactions, such as inventory, bank, and expense accounts.




What You Should Know About

Field-level help

You can access field-level help on each line of Cross-Environment Setup, including the directions to press function keys. For example, you can press F1 in the function key area for company setup to access help about this setup.

Setting Up the Intercompany Settlements Constant

	<p>From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Settlements (G09320), choose Cross-Environment Setup</p>
---	---

To use intercompany settlements across environments, you can set up or review the required constant on Cross-Environment Setup. You can also set up or review this information on General Accounting Constants.

You must choose one of the detail methods for intercompany settlements. The source and target environments must use the same detail method.

To set up the intercompany settlements constant


On Cross-Environment Setup

1. Change the following field to either code D or 2, if necessary:
 - Intercompany Settlements

2. To add your record, press Enter.

Field	Explanation
Intercompany Settlements	<p>A code that controls the automatic creation of journal entries between companies within an organization.</p> <p>Valid codes include:</p> <p>Y Yes, create intercompany settlements in the post program using a hub company</p> <p>1 Flex compatible, create intercompany settlements in the post program using a hub company</p> <p>D Yes, create intercompany settlements without a hub company</p> <p>2 Flex compatible, create intercompany settlements without a hub company</p> <p>N No, do not create intercompany settlements (the system does not post the batch if it contains intercompany settlements)</p> <p>* No, do not create intercompany settlements (the system posts the batch even if it contains intercompany settlements)</p> <p>C Yes, create intercompany settlements using a configured hub</p> <p>3 Flex compatible, create intercompany settlements using a configured hub</p>

Setting Up Target Companies

	<p>From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements</p> <p>From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements</p> <p>From Cross-Environment Processing (G09320), choose Cross-Environment Setup</p>
---	--

The source company must set up the target companies that the source company will use for intercompany settlements across environments.

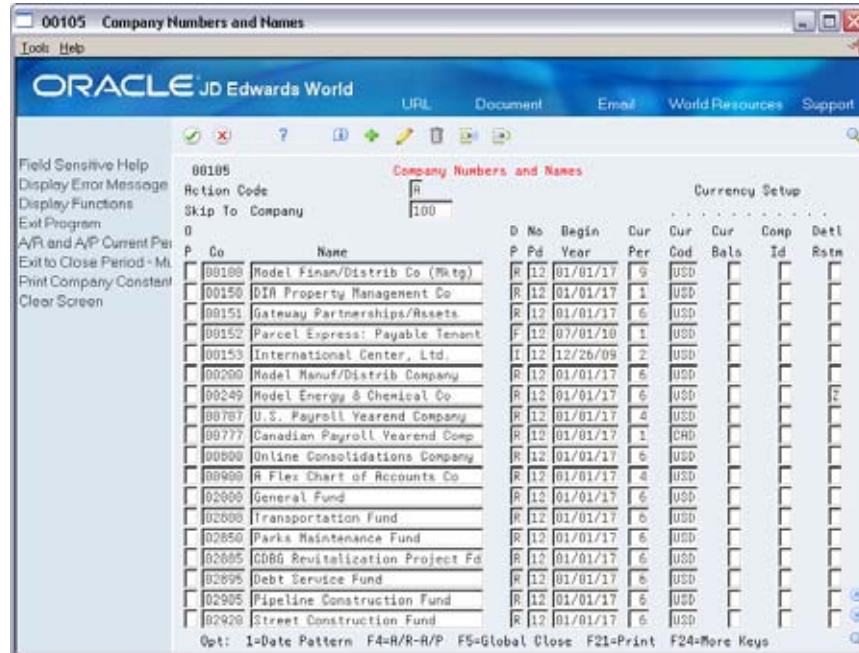
You might have a company that is already set up with the same number as a target company. Because you cannot have duplicate company numbers, setup includes two fields to ensure that the source company will send information to the correct company.

For example, the source company sets up Company 00002. Later, the source company needs to set up a target Company 00002. The source company must use a different identifier for the target company. However, the source company can set up 00002 as the target company's "alias."

To set up target companies

On Cross-Environment Setup

1. Choose Company Setup.



2. On Company Numbers and Names, define each target company by completing the following fields:

- Company
- Name

3. Access the detail area.

4. Complete the following fields for each target company:


- Target System ID
- Target Company
- Target I/C (Intercompany) Method
- Source System Alias

5. To add your record, press Enter.

Field	Explanation
Target System Identifier	The identifier used by the source system to identify the target system in cross-environment intercompany settlements. This identifier is set up in user defined codes 00/IC.
Target Company	The number used by the source system to identify a target company in cross-environment intercompany settlements. The Cross-Environment Extraction program maps the target company to a company field.
Target Intercompany Method	A code used by the source system to identify the target system's method of intercompany settlement in cross-environment intercompany settlements. <ul style="list-style-type: none"> D Detailed, create intercompany settlements without a hub company 2 Flex compatible, create intercompany settlements without a hub company

Field	Explanation
Source System Alias	An identifier used by the target system to identify the source system in cross-environment intercompany settlements. The Cross-Environment Extraction program maps the source system alias to the subledger of the intercompany settlements record.

Setting Up Target Business Units

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Cross-Environment Setup
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The source company must set up the target business units to use for intercompany settlements across environments.

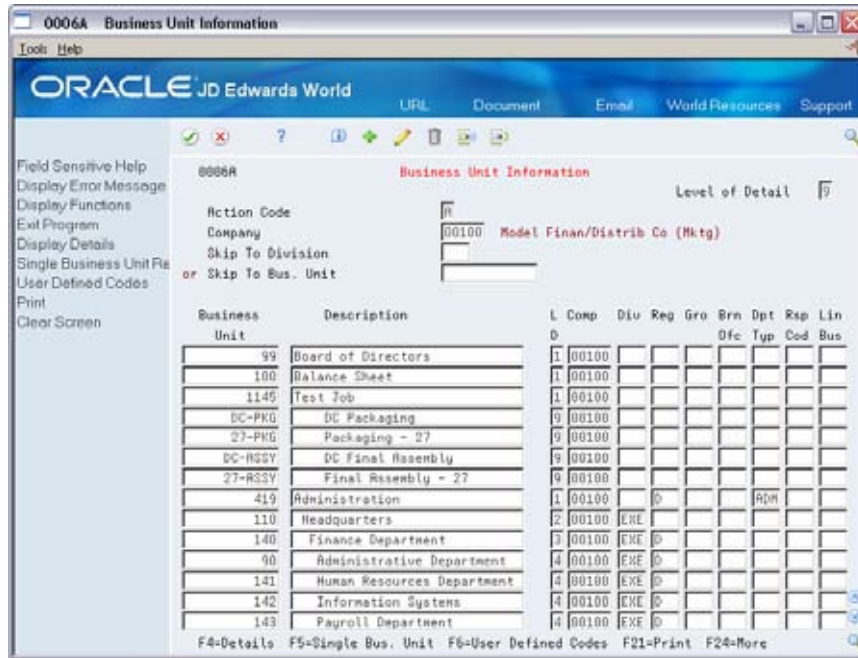
You might have a business unit that is already set up with a number that matches a business unit in a target company. Because you cannot have duplicate business units, setup includes two fields to ensure that the source company will send information to the correct business unit.

For example, the source company sets up Business Unit 2. Later, the source company needs to set up a Business Unit 2 for a target company. The source company must use a different identifier (for example, 2002) for the target business unit. However, the source company can set up 2 for use as the target business unit's "alias."

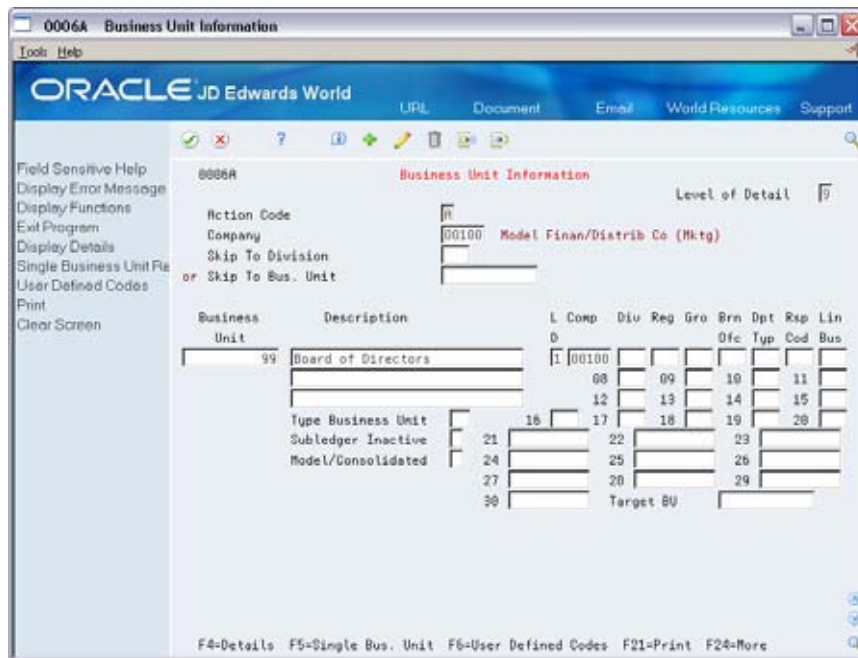
To set up target business units

On Cross-Environment Setup

1. Choose Business Unit Setup.



2. On Business Unit Information, follow the steps to set up a business unit for each target business unit.
3. Access the detail area.



4. In the detail area, review the following field for each target business unit:
 - Model/Consolidated
5. Complete the following field for each target business unit:
 - Target BU (Business Unit)


6. To add your record, press Enter.

Field	Explanation
Model Accounts and Consolidation Flag	A flag that indicates either a model/consolidated account or a model/consolidated business unit. Possible values are: Blank Non-model business unit or account. M Model business unit or account. C Consolidated business unit or account. This is a program-generated (P10862) value and is not user-accessible. 1 Target business unit or account. Used in source company records for intercompany settlements across environments.
Target Business Unit	The identifier for a target business unit in cross-environment intercompany settlements. This value is needed when the source system has already used the business unit number that the target system uses for the target business unit. The Cross-Environment Extraction program maps the target business unit to the target company's business unit field.

See Also

- *Working with Business Units (P0006A)*

Setting Up Target Accounts

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Cross-Environment Setup
---	---

In the chart of accounts for the source company, you must set up a portion of the chart of accounts for each target company requiring intercompany settlements across environments.

In addition, if the source company and the target company have defined the length for the object segment of their accounts differently, you must map the source company accounts to the object account and subsidiary that the target company uses.

When you add an account for a business unit that you have identified as a target business unit, the system updates the Model/Consolidated field to indicate that the account is associated with the target company.

Identifying and maintaining this information allows the source company to create journal entries for target companies during normal processing. The source company does not need to do any special processing until after posting the journal entries.

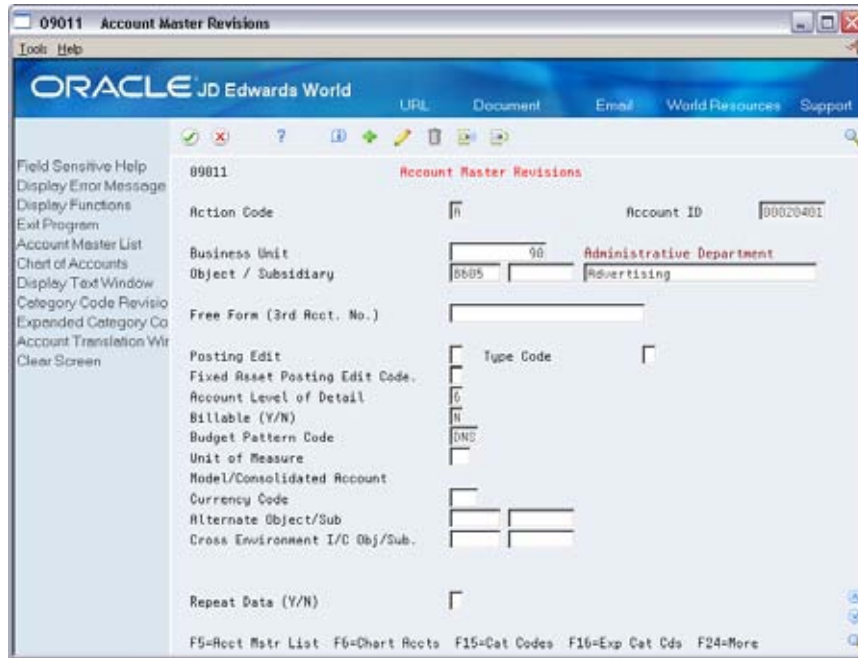
To set up target accounts

On Cross-Environment Setup

1. Choose Account Setup.

Acct	Sub	Description	L	Account No.	P	Patt
5000		Revenues	4			
5005		Sales - Product A	5			
5010		Store Sales	5			
5015		Wholesale Sales	5			
5020		Direct Ship Sales	5			
5030		Contract Sales	5			
5050		Interplant Sales	5			
5050		Less Returns & Allowances	5			
5000		Freight Out	5			
5090		Service Sales	5			
5100		Sales - Product B	5			
5110		Store Sales	5			
5115		Wholesale Sales	5			
5120		Direct Ship Sales	5			
5130		Contract Sales	5			

2. On Accounts by Business Unit, follow the steps to add an account for each target account.
3. If the source company and the target company have defined different lengths for the object segment, access Account Master Revisions and do the following:
 - On Account Master Revisions, complete the following fields:
 - Cross-Environment Intercompany Object
 - Cross-Environment Intercompany Subsidiary
 - To add your record, press Enter.



4. To add your record, press Enter.

Field	Explanation
Cross Environment I/C Obj/Sub	The object account that the system uses for mapping in cross-environment intercompany settlements when the target object is different from the source object.
Cross Environment I/C Obj/Sub	The subsidiary account that the system uses for mapping in cross-environment intercompany settlements when the target subsidiary is different from the source subsidiary.

See Also

- *Creating a Model Chart of Accounts (P0901)* for information on adding accounts to a chart of accounts

Setting Up Address Book Numbers for Target Companies



From G/L Advanced & Technical Operations (G0931), choose **Intercompany Settlements**
 From Intercompany Settlements Processing (G09318), choose **Cross-Environment Settlements**
 From Cross-Environment Processing (G09320), choose **Cross-Environment Setup**

In the address book for the source environment, you must set up an address book number for each target company that you set up.

To set up an address book number for a target company

On Cross-Environment Setup

1. Choose Address Number Setup.

2. On Address Book Information, follow the steps to set up an address book number for each target company in the address book of the source company.
3. To add your record, press Enter.

See Also

- *Working with Basic Address Book Information (P01051) in the Address Book Guide*

Setting Up Tape Parameters for Transmittal



From G/L Advanced & Technical Operations (G0931), choose **Intercompany Settlements**
 From Intercompany Settlements Processing (G09318), choose **Cross-Environment Settlements**
 From Cross-Environment Processing (G09320), choose **Cross-Environment Setup**

To send intercompany settlements to target companies across environments, the source company must create a tape that the target company can receive. The source company must set up the appropriate parameters for the tape before starting tape creation.

To send a table that the source company can use in reconciling intercompany settlements across environments, the target company must create a tape that the source company can receive. The target company must set up the appropriate parameters for the tape before starting tape creation.

To set up tape parameters for transmittal

On Cross-Environment Setup

1. Choose Tape Setup.

094911 Intercompany Tape Parameters

Tools Help

ORACLE JD Edwards World URL Document Email World Resources Support

Field Sensitive Help
Display Error Message
Display Functions
Exit Program
Clear Screen

094911 Intercompany Tape Parameters

Action Code
Target System ID

Device Name
Tape Density

New Volume
New Owner ID
Label Name

F24 = More

2. On Intercompany Tape Parameters, complete the following fields for each target company:

- Target System ID
- Device Name
- Tape Density
- New Volume
- New Owner ID
- Label Name

3. To add your record, press Enter.

Field	Explanation
Device Name	The name of the device.
Tape Density	The density of the tape to be created, for example, 1600, 6250, and so on.
New Volume	The new volume name to be used when copying data to tape.
New Owner ID	The new owner ID to be used when copying data to tape.
Label Name	The label name to be used when copying data to tape.

What You Should Know About

Identifying the target system for transmittal

The Target System ID field must have the same value that you entered in the Target System ID field on Company Numbers and Names when you set up the target company.

Send Intercompany Settlements

Sending Intercompany Settlements to Other Environments

After you complete the required setup for the source company, you can create journal entries for intercompany settlements across environments. No special processing is required until after you post the entries.


After you create and post intercompany settlements for other environments, you are ready to send them to the target environments. This process consists of:

- [Creating a Table of Cross-Environment Data](#)
- [Reviewing the Cross-Environment Data Online](#)
- [Copying the Cross-Environment Data to Tape](#)

Before You Begin

- Set up tape parameters for target companies. See *Setting Up Cross-Environment Settlements*.
- Post all batches of journal entries containing intercompany settlements for target companies.

Creating a Table of Cross-Environment Data

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Cross-Environment Extraction
---	--

To send intercompany settlements to other environments, you must first create a data table that contains the intercompany settlement transactions for the target company. You create this data table by running the Cross-Environment Extraction program.

Cross-Environment Extraction is a batch program. Using processing options, you can:

- Specify a range of dates for the extraction
- Save audit trail information
- Run the program in either proof or final mode. Both modes produce a report.

The extraction program does the following:

- Selects target company accounts by using a logical join table (F1011) over the Business Unit Master (F0006) and Account Master (F0901) tables

- Reviews posted transactions in the Account Ledger table (F0911) for each selected account
- Creates a corresponding transaction in the Journal Entry Transactions - Batch Input table (F0911Z1) for each transaction that was not previously processed by the program

The extraction program updates the fields in both the Account Ledger and Journal Entry Transactions - Batch Input tables to contain the values indicated:

Value	Description
Cross-Environment Status field (ALTT)	Contains code 1 to indicate that the transaction has been processed through extraction.
Explanation 2 field (EXR)	Contains the key to the Account Ledger table (document, document type, company, G/L date, journal entry line number, and ledger type), if you set the corresponding processing option. If you use this field for this purpose, you cannot also use it for other information.
Reference 1 field (R1)	Contains a unique reconciliation value for each transaction. The values are defined in Next Numbers (System 09, I/C Extraction) after the value for the R3 field is determined.
Reference 2 field (R2)	Contains the source system ID from the Company Constants table (F0010) of the source environment. This is defined in the Source System Alias field on Company Numbers and Names.
Reference 3 field (R3)	Contains the batch ID for the extraction. This ID is the same for every transaction in the batch and is defined in Next Numbers (System 09, I/C Extraction).

In addition, the extraction program updates fields in only the Journal Entry Transactions - Batch Input table to contain the values indicated:


Value	Description
Subledger	Contains either a blank or a concatenation of the source system ID and the source company number. The source system ID is defined in the Source System Alias field on Company Numbers and Names.
Subledger Type	Contains either a blank or an X. The system updates the field with X if the subledger type was A, so that the target environment will not try to validate the Subledger field.
Business Unit	Contains the target name, if defined in the Target Business Unit field on Business Units by Company.
Key Company, G/L Company	Contains the target name, if defined in the Target Company field on Company Numbers and Names.

Value	Description
Document Type	Always contains JE.
Batch Number, G/L Posted Code, Account ID, Document Number	Contains blank for batch processing in the target environment.
Batch Type	Always contains G.

Processing Options

See [Cross-Environment Extraction \(P09490\)](#)

Reviewing the Cross-Environment Data Online

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Cross-Environment Review
---	--

To protect the integrity of intercompany settlements across environments, all changes to the journal entries must occur in the source environment. Therefore, someone in the source environment should ensure that the data is correct before sending it.

After you run the extraction program, review the extracted data online for each target company. If you find errors, you can delete the information in the target data table, correct the journal entries, and rerun the extraction. When you delete the data, the system does the following:

- Deletes all data in the Journal Entry Transactions - Batch Input table for the selected target company. You cannot selectively delete data within a company.
- Changes the Cross-Environment Status field to blank in the Account Ledger table for records that correspond to the records that were deleted from the Journal Entry Transactions - Batch Input table.

To review the cross-environment data online

On Cross-Environment Review



1. Use the Extraction Detail option to select the data for a target company.
2. On Cross-Environment Extraction, review the data.
3. To delete the data from the target data table, use the Delete action.

Copying the Cross-Environment Data to Tape

	<p>From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements</p> <p>From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements</p> <p>From Cross-Environment Processing (G09320), choose Cross-Environment Tape</p>
--	---

To copy the cross-environment data to tape, run the Cross-Environment Tape program.

Cross-Environment Tape is a batch program that does the following:

- Creates one tape for each target environment in the same run or creates a tape for only the specified target environments
- Updates the Cross-Environment Status field (ALTT) to 2 to indicate that the program has written the transaction
- Prints a report that lists each company and the number of records on the tape

Processing Options

See [Cross-Environment Tape Creation \(P09491\)](#)

See Also

- *Setting Up Tape Parameters for Transmittal*


Receive Intercompany Settlements

Receiving Intercompany Settlements from Other Environments

After the source company completes its processing of intercompany settlements, it sends the data to the target environments on tape. The target company then needs to receive and process the intercompany settlement data. Receiving and processing this data consists of:

- [Accepting Intercompany Settlements from Other Environments](#)
- [Processing Intercompany Settlements from Other Environments](#)
- [Posting Intercompany Settlements from Other Environments](#)

Accepting Intercompany Settlements from Other Environments

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Initial Receiving Facility
--	--

Before you can process intercompany settlements that were received from another environment, you must accept the data by running the Initial Receiving Facility program. You can run this batch program in detailed or summary mode, as follows:

Detailed mode

In detailed mode, the Initial Receiving Facility does the following:

- Places the information in the Journal Entry Transaction - Batch Input table (F0911Z1)
- Changes the Cross-Environment Status field (ALTT) to 3 in each record as it is received
- Creates or updates the Intercompany Reconciliation table (F09294)

See [Reconciling Cross-Environment Intercompany Settlements](#) for more information about reconciliation.

Summary mode

In summary mode, the Initial Receiving Facility does the following:


- Reports the number of records that were received on tape
- Changes the Cross-Environment Status field (ALTT) to 3 in each record as it is received
- Creates or updates the Intercompany Reconciliation table, if you set the corresponding processing option

If you use summary mode and you do not set the processing option to create the Intercompany Reconciliation table, you must run the Reconciliation File Update program as a separate step.

Processing Options

See [Initial Receiving Facility \(P09493\)](#).

Processing Intercompany Settlements from Other Environments

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Batch JE Processing
---	---

To process intercompany settlements that you received and accepted from another environment, run the Batch Journal Entry Processing program. This program processes the Journal Entry Transactions - Batch Input table (F0911Z1). It performs the same functions for intercompany settlement data as for journal entries that were received from other external sources.

For example, this program:

- Assigns document and batch numbers
- Checks for errors and provides an error report
- Posts the transactions to the general ledger (if you set the related processing option)

In addition, for intercompany settlement data, this program does the following:

- Changes the Cross-Environment Status field (ALTT) to 4
- Updates the Intercompany Reconciliation table (if you set the related processing option)

What You Should Know About

Reviewing and revising the cross-environment journal entries You can review the journal entries on the Journal Entry Review form. However, you cannot revise journal entries received from another environment. Someone in the source environment (where the journal entries originated) must make changes and send them to the target environment.

See Also

- *Processing Batch Journal Entries (P09110Z) in the General Accounting II Guide*
- *Creating the Intercompany Reconciliation Table (P09494)*

Posting Intercompany Settlements from Other Environments

After you process intercompany settlements from other environments, you must post the resulting journal entries. You can post these batches, which always have a batch type of G, using either of the following methods:

- Set the processing option in the Batch Journal Entry Processing program to post as part of that automated process
- Run the post program as a separate step after batch processing is complete

For intercompany settlements from other environments, the post program:

- Changes the Cross-Environment Status field (ALTT) to 5
- Updates the Intercompany Reconciliation table (if you set the related processing option)

Note: For companies who process multi-currency, intercompany transactions adjusting entries are noted with the value “AM” on the Posting Edit report.

See Also

- *Processing Batch Journal Entries (P09110Z) in the General Accounting II Guide*
- *Posting Journal Entries (P09800)*

Reconcile Intercompany Settlements

Reconciling Cross-Environment Intercompany Settlements

Keeping track of intercompany settlements that are transmitted between a source environment and a target environment is essential for reconciliation of the intercompany journal entries.

Reconciling intercompany settlements across environments consists of:

- [Creating the Intercompany Reconciliation Table](#)
- [Copying the Reconciliation Table to Tape](#)
- [Running the Reconciliation Reports](#)

The target company updates the Intercompany Reconciliation table and copies it to tape. The source company runs the reconciliation reports using this table.

How Does the System Keep Track of Records?

The General Accounting system tracks the status of data through each environment using a Cross-Environment Status field (ALTT) in the Account Ledger table (F0911). This field contains a value that indicates the current status of each target data record.


The source environment updates the following status codes in the Account Ledger table:

- Blank - the source environment has not run the extraction program (or the record is not a target record)
- 1 - a target record that the source environment has processed through the extraction program
- 2 - a target record that the source environment has processed through the tape creation program

The target environment updates the following status codes:

- 3 - a record that the target environment has processed through the Initial Receiving Facility program in detailed mode. This record exists as an unprocessed record in the Journal Entry Transactions - Batch Input table (F0911Z1).
- 4 - a record in the target Account Ledger and Journal Entry Transactions - Batch Input tables that has been processed through the Journal Entry Batch Processing program.
- 5 - a record in the target Account Ledger table that has been processed through the General Ledger Post program.

Creating the Intercompany Reconciliation Table

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Reconciliation File Update
---	--

The source environment needs to reconcile source system data with the data that the target environment received and processed. The Intercompany Reconciliation table (F09492) contains data that the system uses to update the Cross-Environment Status field in the corresponding records in the source environment. Contents of this table include:

- Target system records that were generated at a source environment
- For each record, the current cross-environment status
- A reconciliation number that the system assigned
- The identifier for the source environment
- An identifier for the batch run
- Source and target mapping information for reports


Someone in the target environment receives intercompany settlements from a source environment by running the Initial Receiving Facility program in either detailed or summary mode. Both modes update the Cross-Environment Status field to 3. The mode determines whether the program creates the Intercompany Reconciliation table or whether you must run a separate program, as follows:

- Detailed mode includes running the table creation program.
- Summary mode creates the table if the corresponding processing option is set. If the processing option is not set, someone in the target company must also run the batch Reconciliation File Update program as a separate step to create the table.

The target environment can send the table to the source environment after any of the following updates:

- Initial receiving
- Batch processing
- Posting

Copying the Reconciliation Table to Tape

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Reconciliation Tape Creation
---	--

After you create or update the reconciliation table, you send it to the source environment for use in reconciling intercompany settlements. To copy the reconciliation table to tape, run the Reconciliation Tape program. This batch program does the following:

- Creates one tape for each source environment in the same run or creates a tape for only the specified source environments
- Prints a report that lists each company and the number of records on the created tape

See Also

- *Setting Up Tape Parameters for Transmittal*
- *Copying the Cross-Environment Data to Tape* for a sample report


Running the Reconciliation Reports

Source environments need to reconcile all intercompany settlements, including those that are transmitted to other environments. To do this, a source environment must receive a tape containing the Intercompany Reconciliation table that was created by the target environment.

Complete the following tasks:

- Run the automatic reconciliation
- Print the Status Report

Running the Automatic Reconciliation

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Automatic Reconciliation
---	--

The source environment uses the Intercompany Reconciliation table that was received from the target environment to run the automatic reconciliation. This batch process does the following:


- Matches the records in the Intercompany Reconciliation table to the records in the Account Ledger table (F0911) based on the following fields:
 - Reference 1 (the unique reconciliation value for the transaction)
 - Reference 2 (the source system ID)
 - Reference 3 (the batch ID for the extraction)

- Identifies differences in dates and amounts between the records that were received from the target and the matching records in the Account Ledger table.
- Updates the Cross-Environment Status field in the Account Ledger table. The status of each record is updated to the status of the matching target record.
- Marks as reconciled the records in the Account Ledger table that have the same dates and amounts as the matching target records.
- Prints a report. This report lists the following:
 - Reconciled records
 - Records in the Intercompany Reconciliation table that do not match records in the Account Ledger table
 - Records in the Intercompany Reconciliation table with different dates or amounts from the matching records in the Account Ledger table

Processing Options

See [Source Intercompany Reconciliation Rep \(P09492\)](#)

Printing the Status Report

	From G/L Advanced & Technical Operations (G0931), choose Intercompany Settlements From Intercompany Settlements Processing (G09318), choose Cross-Environment Settlements From Cross-Environment Processing (G09320), choose Status Report
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Run this report to list the status of all target information in your environment.

11 Processing Options

Journal Entry Processing – Processing Options

Journal Entry (P09101)

Processing Option	Processing Options Requiring Further Description
<p>DEFAULT PROCESSING:</p> <ol style="list-style-type: none"> To override standard journal entry processing (DREAM Writer XT0911Z1, version ZJDE0001), enter an override version. <p>Warning: This should only be changed by persons responsible for system-wide setup.</p> <ol style="list-style-type: none"> Does the default ledger type from the journal entry processor version have to balance (1/0)? The default of 0 will require balancing. 	
<p>FORMAT CONTROL:</p> <ol style="list-style-type: none"> Enter the sequence numbers (1-7) to indicate the order in which formats will appear. If all are left blank they will appear in default order: Standard Journal Entries Journal Entries with Sub Ledger Journal Entries with Energy Info Journal Entries with F/A Journal Entries with Units Journal Entries with Phase Code Journal Entries with Debit/Credit <p>Note: This is used with the Format Selection function key.</p>	
<p>FIELD CONTROL:</p>	

Processing Option	Processing Options Requiring Further Description
<p>4. Enter a '1' to retain the G/L Date and Document Type on the screen between entries.</p> <p>5. Enter a '1' to display the Home Business Unit in the top portion of the screen (does not apply to the Fixed Assets format because it is included in the detail section).</p> <p>6. Enter a '1' to display the Document Pay Item on the Debit/Credit screen format.</p> <p>7. Enter a '1' to display Reference 1.</p> <p>8. Enter a '1' to display amounts to billions without commas. Leave blank to display amounts to millions with commas.</p> <p>9. For Fixed Assets systems enter a '1' to require the entry of an Asset ID if an account is in an AAI asset account range. Leave blank to not require an entry.</p> <p>10. Enter a '1' to protect the Exchange Rate field. If left blank, the Exchange Rate will not be protected.</p>	
<p>DISALLOW AUTOMATIC ENTRIES:</p> <p>11. Enter a '1' to disallow automatic entries (Document Type = 'AE') from being added or changed manually. If left blank, automatic entries will be allowed to be added or changed manually.</p>	

Journal Entry Functional Server (XT0911Z1)

Processing Option	Processing Options Requiring Further Description
<p>DEFAULT PROCESSING:</p> <p>Processing option 1</p>	<p>Enter the Ledger Type for entry. If left blank, Ledger Type AA will be used.</p>
<p>ZERO AMOUNT PROCESSING:</p>	

Processing option 2	When you enter a 1 in this field, no Account Ledger records are created if a journal entry line does not have an amount or a unit. If you use a model journal entry with several lines of account distributions, and you only enter amounts for certain accounts, no Account Ledger records are created for the lines with amounts. If you leave this option blank, you need to field exit through the distribution lines on a model journal entry that should not be created in the Account Ledger table.
CURRENCY PROCESSING:	
Processing option 3	For currency conversion, enter a '1' to edit the exchange rate Effective Date period against the G/L period for the transaction.
Processing option 4	Specify a tolerance limit to warn you when you key an override currency exchange rate that is over or under this limit. For example 15.0 indicates +/-15%.
Processing option 5	Enter a 1 to disallow entry to the domestic side of a foreign transaction. If left blank, entry of the domestic side of a foreign transaction will be allowed.
USER EXIT OPTIONS:	
Processing option 6	Enter the User Exit Program name. If left blank the default of 'XT0911Z1E' will be used.

Journal Entries with Tax (P09106)

Processing Option	Processing Options Requiring Further Description
DW VERSION FOR JOURNAL ENTRY PROCESSOR:	
1. To override standard journal entry processing (DREAM Writer XT0911Z1, version ZJDE0001), enter an override version number. This should only be changed by persons responsible for system wide setup.	
EXCHANGE RATE:	
2. Enter a '1' to protect the Exchange Rate field. If left blank, the Exchange Rate will not be protected.	
FORMAT CONTROL:	

Processing Option	Processing Options Requiring Further Description
3. Select default screen format: BLANK = Exclusive Tax '1' = Inclusive Tax	

General Ledger Post (P09800)

Processing Option	Processing Options Requiring Further Description
BATCH SELECTION: 1. Enter Batch Number or Batch Date or Batch User ID	
PRINT SELECTION: 2. Identify how to print amount fields on Post Journal: '1' = to Millions (w/ commas) '2' = to Billions (w/o commas) Blank (Default) = No Journal Printed. 3. Identify which account number to print on report: '1' = Account Number '2' = Short Account ID '3' = Unstructured Account '4' = (Default) Number Entered During Input	
FIXED ASSETS: 4. Enter a '1' to post F/A entries to Fixed Assets. Note: DREAM Writer version ZJDE0001 of Post G/L Entries to Assets (P12800) is executed when this option is selected. All transactions selected from that DREAM Writer will be posted rather than just the current entries being posted to G/L. 5. Enter a 'Y' if you wish to explode parent item time down to the assembly component level. Component billing rates will be used. (This applies to batch type 'T' only.)	

Processing Option	Processing Options Requiring Further Description
<p>CASH BASIS ACCOUNTING:</p> <p>6. Enter a '1' to create and post Cash Basis accounting entries. (Applies to batch type G, K, M, W, & R only.)</p> <p>7. Enter units ledger type for Cash Basis Accounting entries. (Default of blank will use "ZU" ledger type.)</p>	
<p>ACCOUNTING FOR 52 PERIODS:</p> <p>8. Enter a '1' for 52 Period Post.</p> <p>Note: DREAM Writer data selection is used for 52 period posting ONLY. It is NOT used for the standard post to the F0902. Additionally, 52 period date patterns must be set up.</p>	
<p>TAX FILE UPDATE:</p> <p>9. Identify when to update the Tax Work file (F0018): '1' = V.A.T. or Use Tax only '2' = for All Tax Amounts '3' = for All Tax Explanation Codes Blank (Default) = No Update to File</p> <p>Note: When using Vertex Taxes the Vertex Tax Register file will be updated instead of the Tax Work file for methods '1', '2', and '3'.</p> <p>10. Adjust VAT Account for Cash Receipt Adjustments and Write Offs. Tax explanation must be a 'V'. '1' = update VAT amount only '2' = update VAT amount, extended price and taxable amount</p> <p>11. Adjust VAT Account for Discount Taken. The Tax Rules file must be set to Calculate Tax on Gross Amount, including Discount and Calculate Discount on Gross Amount, including Tax. Tax explanation must be a 'V'. '1' = update VAT amount only '2' = update VAT amount, extended price and taxable amount</p>	

Processing Option	Processing Options Requiring Further Description
<p>PROPERTY MANAGEMENT:</p> <p>12. Enter DREAM Writer version of Property Management G/L Transaction Creation to be executed.</p> <p>Default is version ZJDE0001. (This applies to batch types '2' and '/'.)</p>	
<p>UPDATE OPTION:</p> <p>13. Enter '1' to update short ID number, company, fiscal year/period number, century, and fiscal quarter in unposted transaction records selected for posting. (May be required for custom input programs.)</p>	
<p>REPORT FORMAT:</p> <p>14. Enter a '1' to print the Posting Journal in a 198 character format.</p> <p>The default of blank will print the format with 132 characters.</p>	
<p>DETAILED CURRENCY RESTATEMENT:</p> <p>15. Enter a '1' to create currency restatement entries. This creates records in the XA, YA, and/or ZA ledgers depending on the version you are running.</p> <p>16. Enter the version of the Detailed Currency Restatement (P11411) to execute.</p> <p>Default of blank will execute ZJDE0001.</p>	
<p>RECONCILIATION FILE PROCESSING:</p> <p>17. Enter a '1' to update the Cross-Environment Reconciliation file. Blank will not update the reconciliation file.</p> <p>Note: The Cross-Environment Reconciliation file can also be updated through the stand-alone Cross-Environment File Creation program.</p>	

Processing Option	Processing Options Requiring Further Description
<p>REVERSING JOURNAL ENTRIES:</p> <p>18. When normal number of periods = 12 or 13 and posting a reversing entry into period 12 or 13, enter a '1' to create reversing journal entries to the first period of the following year. This is to avoid posting reversing entries to an adjusting period.</p> <p>Example: Normal number of periods = 12. Period 12 ends 12/30/xx and period 13 ends 12/31/xx. Journal Entry date of 12/30/xx will post reversing entry to period 01 of next year if processing option is set to '1'.</p>	
<p>BATCH TYPE SELECTION:</p> <p>Note: This option should NOT be changed by User.</p>	

General Journal By Batch (P09301)

Processing Option	Processing Options Requiring Further Description
<p>PRINT OPTIONS:</p> <p>1. Select Account number to print:</p> <ul style="list-style-type: none"> '1' = account number '2' = short account ID '3' = unstructured account '4' = number entered during input. <p>If left blank, the number entered during input will be printed.</p> <p>2. Enter a '1' to print units.</p> <p>If left blank, units will not be printed.</p> <p>3. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>ALTERNATE CHART OF ACCOUNTS PRINT:</p>	

Processing Option	Processing Options Requiring Further Description
<p>4. Select which account category code (1 - 23) to print in place of the account number.</p> <p>Default of blank will print the account number specified in option number 1.</p>	
<p>GENERIC TEXT:</p> <p>5. Enter a '1' to print the generic text for journal entry lines in a 40-character width, a '2' to print text in an 80-character width.</p> <p>If left blank, generic text will not be printed.</p>	

General Journal by Account (P09311)

Processing Option	Processing Options Requiring Further Description
<p>PRINT OPTIONS:</p> <p>1. Select the Account number to print:</p> <p>'1' = account number '2' = short account ID '3' = unstructured account '4' = number entered during input.</p> <p>If left blank, the number entered during input will be printed.</p> <p>2. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>GENERIC TEXT:</p> <p>3. Enter a '1' to print the generic text for journal entry lines in a 40 character width, a '2' to print text in an 80 character width.</p> <p>If left blank, generic text will not be printed.</p>	

Reports and Inquiries Processing Options

Trial Balance by Business Unit (P09410)

Processing Option	Processing Options Requiring Further Description
<p>LEVEL OF DETAIL:</p> <p>1. Specify the lowest level account to be printed (e.g.-7).</p>	
<p>PERIOD INFORMATION:</p> <p>2. Enter the fiscal year and period for which the General Ledger is to be prepared.</p> <p>If left blank, the current period and year of the Financial Reporting Date will be used</p> <p>Year:</p> <p>Period:</p>	
<p>PRINT OPTIONS:</p> <p>3. To select which account number to print on the Trial Balance, enter a:</p> <p>'1' = account number (default)</p> <p>'2' = short account i.d.</p> <p>'3' = unstructured account.</p> <p>4. Enter a '1' to omit printing accounts with zero balances.</p> <p>5. Enter a '1' to skip to a new page when the business unit changes.</p> <p>If left blank page will not skip.</p> <p>6. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>LEDGER TYPE:</p>	

Processing Option	Processing Options Requiring Further Description
<p>7. Enter ledger type. If left blank, General Ledger Type "AA" will be used.</p>	
<p>SUBLEDGER INFORMATION:</p> <p>8. Enter specific subledger or '*' for all subledgers.</p> <p>9. Enter a subledger type if you have selected a subledger in the option above.</p>	
<p>OBJECT ACCOUNT SUMMARIZATION:</p> <p>10. Enter a specific business unit type for object range summarization, or: '+' for all business unit types *' for non-blank business unit types</p> <p>11. Enter the object account range for object account summarization. Beginning: Ending:</p> <p>12. Enter a specific currency code or '*' for all currency codes. This option applies only if you post the Account Balances by currency.</p>	
<p>PRIOR YEAR-END BALANCES:</p> <p>13. Enter a '1' to print Prior Year-End Balances for Income Statement accounts. Leave blank to print Prior Year-End Balances for Balance Sheet accounts only.</p>	

T/B by Object (P094121)

Processing Option	Processing Options Requiring Further Description
<p>PERIOD INFORMATION:</p>	

Processing Option	Processing Options Requiring Further Description
<p>1. Enter the fiscal period and year for which the Trial Balance is to be prepared.</p> <p>If left blank, the current period and year of the Financial Reporting Date will be used.</p> <p>Year:</p> <p>Period:</p>	
<p>LEDGER TYPE:</p> <p>2. Enter a ledger type (leave blank if the General Ledger 'AA' is desired).</p>	
<p>PRINT OPTIONS:</p> <p>3. Enter a '1' to omit the printing of accounts with zero balances.</p> <p>4. To select which account number to print on the Trial Balance, enter a:</p> <p>'1' - account number (default)</p> <p>'2' - short account i.d.</p> <p>'3' - unstructured account</p> <p>5. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>SUBLEDGER OPTIONS:</p> <p>6. Enter specific subledger or '*' for all subledgers.</p> <p>7. Enter a subledger type if you have selected a specific subledger in the option above.</p>	
<p>CURRENCY CODE OPTIONS:</p> <p>8. Enter specific currency code or '*' for all currency codes.</p>	
<p>SUMMARIZATION:</p> <p>9. Enter the object account range for account summarization.</p> <p>Beginning:</p> <p>Ending:</p>	

Debit/Credit T/B by Business Unit (P09411)

Processing Option	Processing Options Requiring Further Description
<p>LEVEL OF DETAIL:</p> <p>1. Specify the lowest level account to be printed (e.g., 7).</p>	
<p>FISCAL PERIOD AND YEAR:</p> <p>2. Enter the fiscal period and year. Leave blank to use the current fiscal period and year. Year: Period:</p>	
<p>PRINT OPTIONS:</p> <p>3. To select which account number to print on the Trial Balance, enter a: '1' = account number (default) '2' = short account i.d. '3' = unstructured account</p> <p>4. Enter a '1' to omit printing accounts with zero balances.</p> <p>5. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>SUBLEDGER INFORMATION:</p> <p>6. Enter specific subledger or '*' for all subledgers.</p> <p>7. Enter a subledger type if you have selected a subledger in the option above.</p>	
<p>PAGE BREAKS:</p> <p>8. Enter a '1' to skip to a new page when a business unit changes. Default of blank will not page skip.</p> <p>9. Enter a '1' to skip to new page between Balance Sheet and Income Statement Accounts. If left blank, the report will not page skip.</p>	
<p>ACCOUNT SUMMARIZATION:</p>	

Processing Option	Processing Options Requiring Further Description
<p>10. Enter a specific business unit type for object range summarization, or: '+' for all business unit types '*' for non-blank business unit types</p> <p>11. Enter the beginning and ending accounts for object account summarization. Beginning: Ending:</p> <p>12. Enter a specific currency code or '*' for all currency codes.</p>	
<p>PRIOR YEAR-END BALANCES:</p> <p>13. Enter a '1' to print Prior Year-End Balances for Income Statement accounts. Leave blank to print Prior Year-End Balances for Balance Sheet accounts only.</p>	

Debit/Credit T/B by Category Code (P09472)

Processing Option	Processing Options Requiring Further Description
<p>FISCAL PERIOD AND YEAR:</p> <p>1. Enter the fiscal period and year. Leave blank to use the current financial reporting period and year. Year: Period:</p>	
<p>LEDGER TYPE:</p> <p>2. Enter the ledger type to process. If left blank, 'AA' will be used.</p>	
<p>PRINT OPTIONS:</p> <p>3. Enter a '1' to omit printing accounts with zero period balances.</p> <p>4. Select which category code (1 - 23) to print. Default of blank will print category code 21.</p>	

Processing Option	Processing Options Requiring Further Description
5. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.	

G/L by Business Unit - (P09420)

Processing Option	Processing Options Requiring Further Description
<p>REPORT DETAIL FROM:</p> <p>1. Select a from period at which to begin showing account balances in detail. Enter:</p> <p>'0' for year to date (default)</p> <p>'1' for current period</p> <p>'2' for inception-to-date</p> <p>- OR -</p> <p>Enter a from date at which to begin showing account balances in detail.</p> <p>If this selection is left blank then the previous selection will be used.</p> <p>From Date:</p>	
<p>REPORT DETAIL THRU:</p> <p>2. Enter a thru fiscal year and period for which the account balances are to be shown in detail.</p> <p>Year:</p> <p>Period:</p> <p>- OR -</p> <p>Enter a thru date for which the account balances are to be shown in detail.</p> <p>If selection is left blank the previous selection will be used.</p> <p>Thru Date:</p>	
<p>PRINT OPTIONS:</p> <p>3. Select the account number to print:</p> <p>'1' = account number (default)</p> <p>'2' = short account i.d.</p> <p>'3' = unstructured account</p>	

Processing Option	Processing Options Requiring Further Description
<p>4. Enter '1' to print units. Leave blank to print amounts only.</p> <p>5. Enter '1' to skip to a new page when a new business unit is printed. Leave blank to print without page breaks.</p> <p>6. Enter '1' to omit accounts that have no balance or detail for the selected period.</p> <p>7. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>DOCUMENT SELECTION:</p> <p>8. Enter ledger type code to use, or leave blank for actual amounts (AA).</p> <p>9. Enter document type to use if a selective ledger is used. Leave blank to include all document types.</p> <p>10. Enter a '1' to print both posted and unposted transactions. Leave blank to print only posted transactions.</p>	
<p>SUBLEDGER OPTIONS:</p> <p>11. Enter subledger to use, or '*' to include all subledgers.</p> <p>12. If a specific subledger is entered in the option above, enter the subledger type.</p> <p>13. Enter '1' to print the subledger on the General Ledger print-out.</p>	
<p>SUMMARIZATION:</p> <p>14. Select business unit types for object range summarization. Enter: A specific business unit type '+' to include ALL types '*' to include all non-blank types.</p> <p>15. Enter the object account range for account summarization. Beginning: Ending:</p>	

Processing Option	Processing Options Requiring Further Description
<p>GENERIC TEXT:</p> <p>16. Enter a '1' to print the generic text for journal entries in a 40 character width, a '2' to print text in an 80 character width.</p> <p>If left blank, generic text will not be printed.</p>	
<p>CURRENCY:</p> <p>17. Enter a specific currency code or an '*' for all currency codes.</p> <p>This option applies only if you post the Account Balances by currency.</p>	

G/L by Object Account (P09421)

Processing Option	Processing Options Requiring Further Description
<p>REPORT DETAIL FROM:</p> <p>1. Select a from period at which to begin showing account balances in detail. Enter:</p> <p>'0' for year-to-date (default)</p> <p>'1' for current period</p> <p>'2' for inception-to-date</p> <p>- OR -</p> <p>Enter a from date at which to begin showing account balances in detail.</p> <p>If this selection is left blank then the previous selection will be used.</p> <p>From Date:</p>	
<p>REPORT DETAIL THRU:</p>	

Processing Option	Processing Options Requiring Further Description
<p>2. Enter a thru fiscal year and period for which the account balances are to be shown in detail.</p> <p>Year:</p> <p>Period:</p> <p>- OR -</p> <p>Enter a thru date for which the account balances are to shown in detail.</p> <p>If selection is left blank the previous selection will be used.</p> <p>Thru Date:</p>	
<p>PRINT OPTIONS:</p> <p>3. Select the account number to print:</p> <p>'1' = account number (default)</p> <p>'2' = short account i.d.</p> <p>'3' = unstructured account</p> <p>4. Enter '1' to print units.</p> <p>Leave blank to print amounts only.</p> <p>5. Enter '1' to omit accounts that have no balance or detail for the selected period.</p> <p>6. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>DOCUMENT SELECTION:</p> <p>7. Enter ledger type code to use, or leave blank for actual amounts (AA).</p> <p>8. Enter document type to use if a selective ledger is used.</p> <p>Leave blank to include all document types.</p> <p>9. Enter a '1' to print both posted and unposted transactions.</p> <p>Leave blank to print only posted transactions.</p>	
<p>SUBLEDGER OPTIONS:</p> <p>10. Enter subledger to use, or '*' to include all subledgers.</p> <p>11. If a specific subledger is entered in the option above, enter the subledger type.</p>	

Processing Option	Processing Options Requiring Further Description
<p>SUMMARIZATION:</p> <p>12. Enter the object account range for account summarization.</p> <p>Beginning:</p> <p>Ending:</p>	
<p>GENERIC TEXT:</p> <p>13. Enter a '1' to print the generic text journal entry lines in a 40 character width, a '2' to print text in an 80 character width.</p> <p>If left blank, generic text will not be printed.</p>	
<p>CURRENCY:</p> <p>14. Enter a specific currency code or an '*' for all currency codes.</p>	
<p>AS-IF CURRENCY:</p> <p>15. Enter the currency code for as-if reporting. This option allows for amounts to print in a currency other than the currency they are stored in. Amounts will be translated and print in this as-if currency.</p> <p>If left blank, amounts will print in their database currency.</p> <p>16. Enter the "As Of" date for processing the current exchange rate for the as-if currency.</p> <p>If left blank, the Thru date will be used.</p>	

General Ledger with Subledger Totals (P09422)

Processing Option	Processing Options Requiring Further Description
<p>REPORT CONTENT:</p> <p>1. Select the transactions to be shown in detail (as opposed to summarized as a balance forward). Enter:</p> <p>'0' for year-to-date (default)</p> <p>'1' for current period</p> <p>'2' for inception-to-date</p>	

Processing Option	Processing Options Requiring Further Description
<p>PERIOD INFORMATION:</p> <p>2. Enter the fiscal year and period for which the General Ledger is to be prepared.</p> <p>If left blank, the fiscal reporting year and period will be used.</p> <p>Year:</p> <p>Period:</p>	
<p>PRINT OPTIONS:</p> <p>3. Select the account number to print:</p> <p>'1' = account number (default)</p> <p>'2' = short account i.d.</p> <p>'3' = unstructured account</p> <p>4. Enter '1' to print units. If left blank, only amounts will print.</p> <p>5. Enter '1' to skip to a new page when a new business unit is printed.</p> <p>If left blank, the report will print without page breaks.</p> <p>6. Enter '1' to omit accounts that have no balance or detail for the selected period.</p> <p>7. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>DOCUMENT SELECTION:</p> <p>8. Enter ledger type code to use.</p> <p>If left blank, actual amounts (AA) will be used.</p> <p>9. Enter document type to use if a selective ledger is used.</p> <p>If left blank, all document types will be included.</p> <p>10. Enter a '1' to print both posted and unposted transactions.</p> <p>If left blank, only posted transactions will print.</p>	
<p>SUMMARIZATION:</p>	

Processing Option	Processing Options Requiring Further Description
<p>11. Select business unit types for subledger summarization. Enter:</p> <p>A specific business unit type</p> <p>'+' to include ALL types</p> <p>'*' to include all non-blank types</p> <p>12. Enter the object account range for subledger summarization</p> <p>Beginning:</p> <p>Ending:</p>	
<p>CURRENCY:</p> <p>13. Enter a specific currency code or an '*' for all currency codes.</p>	

G/L by Category Code (P09470)

Processing Option	Processing Options Requiring Further Description
<p>REPORT DETAIL FROM:</p> <p>1. Select a from period at which to begin showing account balances in detail. Enter:</p> <p>' ' for year-to-date (default)</p> <p>'1' for current period</p> <p>'2' for inception-to-date</p> <p>- OR -</p> <p>Enter a from date at which to begin showing account balances in detail.</p> <p>If this selection is left blank then the previous selection will be used.</p> <p>From Date:</p>	
<p>REPORT DETAIL THRU:</p>	

Processing Option	Processing Options Requiring Further Description
<p>2. Enter a thru fiscal year and period for which the account balances are to be shown in detail.</p> <p>Year:</p> <p>Period:</p> <p>- OR -</p> <p>Enter a thru date for which the account balances will be shown in detail.</p> <p>If selection is left blank the previous selection will be used.</p> <p>Thru Date:</p>	
<p>PRINT OPTIONS:</p> <p>3. Select which category code (1 - 23) to print.</p> <p>Default of blank will print category code 21.</p> <p>4. Enter a '1' to print units.</p> <p>Leave blank to print amounts only.</p> <p>5. Enter a '1' to omit printing of codes that have no balance or detail for the selected period.</p> <p>6. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>DOCUMENT SELECTION:</p> <p>7. Enter ledger type code to use, or leave blank for actual amounts (AA).</p> <p>8. Enter document type to use if a selective ledger is used.</p> <p>Leave blank to include all document types.</p> <p>9. Enter a '1' to print both posted and unposted transactions.</p> <p>Leave blank to print only posted transactions.</p>	
<p>DATE ORDER:</p> <p>10. Enter a '1' to print detail information in ascending date order.</p> <p>Default of blank will print in descending order.</p>	

Processing Option	Processing Options Requiring Further Description
<p>BUSINESS UNIT INFORMATION:</p> <p>11. Enter a '1' to print business unit description when business units change.</p>	
<p>AS-IF CURRENCY:</p> <p>12. Enter the currency code for as-if reporting. This option allows for amounts to print in a currency other than the currency they are stored in. Amounts will be translated and print in this as-if currency.</p> <p>If left blank, amounts will print in their database currency.</p> <p>13. Enter the "As Of" date for processing the current exchange rate for the as-if currency.</p> <p>If left blank, the Thru date will be used.</p>	

Transaction Journal (P09321)

Processing Option	Processing Options Requiring Further Description
<p>DATE RANGE:</p> <p>1. Enter the G/L date range to be processed:</p> <p>From Date:</p> <p>Thru Date:</p>	
<p>ALTERNATE CHART OF ACCOUNTS:</p> <p>2. To print the account number from the alternate chart of accounts, enter the Category Code in which it is defined ('21', '22', or '23').</p> <p>Leave blank to print the account in Business Unit.Object.Subsidiary format.</p>	
<p>FORMAT:</p> <p>3. Enter '1' to print currency code and foreign amounts in lieu of Explanation, Address Number and Name.</p> <p>Default of blank will print the above fields.</p>	

Trial Balance by Business Unit (P09210)

Processing Option	Processing Options Requiring Further Description
<p>DISPLAY OPTIONS:</p> <p>1. Enter a '1' to omit displaying accounts with zero balances.</p>	

Trial Balance by Object Account (P09214)

Processing Option	Processing Options Requiring Further Description
<p>MODEL BUSINESS UNITS:</p> <p>1. Enter a '1' to include Model Business Units in the display when a company other than company '00000' is entered.</p> <p>If left blank, Model Business Units will be excluded regardless of the company entered.</p>	
<p>DEFAULT PROCESSING:</p> <p>2. Enter the sequence numbers (1-2) to indicate the order in which formats will appear.</p> <p>If left blank they will appear in default order:</p> <p>Single Ledger Type Format</p> <p>Dual Ledger Type Format</p>	
<p>LEDGER TYPES AND COLUMN HEADINGS:</p> <p>3. Enter the ledger type for column 1.</p> <p>Leave blank for default ledger type 'AA' - Actual Amounts.</p> <p>4. Enter the User Defined Code key for column heading 1. Leave blank for default of 'Actual Amount'.</p> <p>Note: The column titles are defined in User Defined Codes, System Code 14 Record Type CH. Specifying an Option of AA means that you have a Code value of AA in this table whose description will be used as the Column Heading on the video.</p>	

Processing Option	Processing Options Requiring Further Description
<p>5. Enter a ledger type for column 2. Leave blank for default ledger type 'CA' - Foreign Currency or 'AA' Actual Amounts, depending on whether currency is implemented or not.</p> <p>6. Enter the User Defined Code key for column heading 2. Leave blank for default of 'Foreign Currency' or 'Actual Amounts', depending on whether currency is implemented or not.</p> <p>Note: The column titles are defined in User Defined Codes, System Code 14 Record Type CH. Specifying an option of AA means that you have a Code value of AA in this table whose description will be used as the Column Heading on the video.</p> <p>7. Enter the scaling factor to be used. Default of blank will use the Data Dictionary value.</p> <p>8. Enter '1' to display the account number with account description in the fold area. The default of blank will display the account description with account number in the fold.</p> <p>Note: This applies to Dual Ledger Type Format only.</p> <p>9. Enter '1' to display amounts without commas. The default of blank will display amounts with commas.</p> <p>10. Enter a '1' to omit displaying accounts with zero balances.</p> <p>11. Enter a '1' to display posting accounts only. Default of blank will display non-posting header accounts as well as posting accounts.</p>	

Trial Balance by Company (P09216)

Processing Option	Processing Options Requiring Further Description
<p>DISPLAY OPTIONS:</p> <p>1. Enter a '1' to omit displaying accounts with zero balances.</p>	

Trial Balance by Subledger/Business Unit (P09215)

Processing Option	Processing Options Requiring Further Description
<p>Default Ledger Type</p>	

Masked Trial Balance (P09217)

Processing Option	Processing Options Requiring Further Description
<p>WILDCARD SYMBOL:</p> <p>1. Enter the character to be used as the "wildcard" symbol.</p> <p>If left blank the '*' symbol will be used.</p> <p>NOTE: You cannot use the period (.) or comma (,) symbols or your account separator symbol as specified in the General Constants. If any of these are entered the default of '*' will be used.</p>	
<p>DISPLAY OPTIONS:</p> <p>2. Enter a '1' to omit displaying accounts with zero balances.</p>	

Account Ledger Inquiry (P09200)

Processing Option	Processing Options Requiring Further Description
<p>DATE PROCESSING:</p> <p>1) Enter a '1' to hold the from and through dates between subsequent calls from external programs (such as Video Trial Balance by Business Unit (P09210)).</p> <p>Leave blank to use the from and through dates from the external program between subsequent calls.</p> <p>Note: This option will only affect processing when this program is being called upon several times from an external program.</p>	
<p>PRE-LOADED DATA SELECTIONS:</p> <p>2) Any values entered in the following options will be loaded upon entry into the program:</p> <p>Account</p> <p>From Date/Period</p> <p>Thru Date/Period</p> <p>Ledger Type</p> <p>Sub Ledger (*=All)</p> <p>Sub Ledger Type</p>	
<p>OPTION 1 PROGRAM CALL:</p> <p>3) Enter a '1' to exit to Journal Entries (P09101) when option 1 is entered next to a PK or PN document type.</p> <p>Leave blank to exit to Manual Payment With Voucher Match (P04102) or Manual Payment Without Voucher Match (P04106).</p>	
<p>DISPLAY OPTION:</p> <p>4) Enter a '1' to display amounts without commas.</p> <p>Leave blank to display amounts with commas.</p>	

Processing Option	Processing Options Requiring Further Description
<p>DUAL LEDGER DISPLAY OPTION:</p> <p>5) Enter a '1' if you wish to display a second ledger type entry field to allow you to view two ledgers at the same time.</p> <p>Leave blank to display only one ledger type entry field.</p> <p>AS-IF CURRENCY DISPLAY:</p> <p>6) Enter the currency code for as-if currency display. This option allow for amounts to display in a currency other than the currency they are stored in. This option is activated by function key F19. Amounts will be translated and displayed in this as-if currency.</p> <p>If left blank, amounts will display in their database currency.</p> <p>7) Enter the "As Of" date for processing the current exchange rate for the as-if currency.</p> <p>If left blank, the Thru date will be used.</p>	

Alternate Chart of Account Inquiry (P09218A)

Processing Option	Processing Options Requiring Further Description
<p>The first three processing options are for use with the Statutory Account Build screen. The remaining options are for the Alternate Account Inquiry screen.</p>	
<p>DEFAULT PROCESSING:</p> <p>1. Enter an index name to be preloaded on the Statutory Account screen.</p> <p>Leave blank to not preload an index.</p>	
<p>DISPLAY OPTIONS:</p> <p>2. Enter a "1" to display the Index Name, Description and Store Index (1/0) option.</p> <p>3. Enter a "1" to display the Index Name and Description only.</p> <p>4. Enter the category code (21 - 23) to inquire on.</p> <p>The default of blank will use 21.</p>	

Processing Option	Processing Options Requiring Further Description
<p>5. Enter a "1" to omit displaying accounts with zero balances.</p> <p>6. Enter the ledger type. Leave blank for default ledger type 'AA' - Actual Dollars.</p> <p>7. Initial screen format to display: ' ' = Balance format '1' = Debit/Credit Format</p> <p>8. Enter the scaling factor to be used on displayed amounts. Default of blank will use the value from the Data Dictionary.</p> <p>9. Enter the default date: ' ' = Use Current Period Date '1' = Use Financial Reporting Date</p>	

Account Balance Comparison (P092121)

Processing Option	Processing Options Requiring Further Description
<p>LEDGER TYPES AND COLUMN HEADINGS:</p> <p>1. Enter the ledger type for column 1. Leave blank for default ledger type 'BA' - Budget Amount.</p> <p>2. Enter the User Defined Code value for column heading 1. UDC table 14/CH will be used for this search.</p> <p>NOTE: The column heading that appears on the screen is the description that is assigned to the user defined code you specify.</p> <p>3. Enter the ledger type for column 2. Leave blank for default ledger type 'AA' - Actual Amount.</p>	

Processing Option	Processing Options Requiring Further Description
<p>4. Enter the User Defined Code value for column heading 2. UDC table 14/CH will be used for this search.</p> <p>NOTE: The column heading that appears on the screen is the description that is assigned to the user defined code you specify.</p> <p>LEDGER COMPARISON CALCULATION:</p> <p>5. Select one of the following for column 3 calculation:</p> <ul style="list-style-type: none"> 1 = Column 1 - Column 2 (Default) 2 = Column 1 / Column 2 3 = Column 1 x Column 2 4 = Column 1 + Column 2 <p>This option applies only to the three column screen format.</p> <p>6. When using the three column screen format, enter the number of decimals to use when displaying column 3. Default of blank will use the company decimal positions. If a scaling factor is used, it will override this option.</p> <p>DATA SEQUENCING:</p> <p>7. Enter a '1' to sequence by Business Unit, Subsidiary. (Note: This option will not work if you are using the Flex Chart of Accounts). Default of blank will sequence by Business Unit, Object.</p> <p>DEFAULT PROCESSING:</p> <p>8. Enter the Level of Detail to be displayed. Default of blank will use the value from the Data Dictionary.</p>	

Processing Option	Processing Options Requiring Further Description
<p>9. Enter the sequence numbers (1-3) to indicate the order in which formats will appear. If all are left blank they will appear in default order: Two Column Format Three Column Format Four Column Format</p> <p>NOTE: For the four-column format, the ledger type and heading for columns 1 and 3 are the same as those for column 1, and columns 2 and 4 are the same as those for column 2 on the two and three-column format.</p> <p>10. Enter the scaling factor to be used on displayed amounts. Default of blank will use the value from the Data Dictionary.</p> <p>11. Enter a '1' to display the Account Number with the Account Description in the fold area. Leave blank to display the Account Description with the Account Number in the fold area.</p> <p>12. Enter a '1' to display amounts without commas. Leave blank to display amounts with commas.</p> <p>13. Enter a '1' to omit displaying accounts with zero balances.</p>	

Video Ledger Comparison (P0921)

Processing Option	Processing Options Requiring Further Description
<p>Enter the following column information. (Defaults are as indicated - see Note on second page-Column Heading Codes) COL. ITEM DEFAULT:</p> <ol style="list-style-type: none"> 1. Ledger Type-Column 1 (BA) Code for Col. 1 Heading (Col 1 LT) 2. Ledger Type-Column 2 (AA) Code for Col. 2 Heading (Col 2 LT) 	

Processing Option	Processing Options Requiring Further Description
<p>3. Calculation (+,-,/X) (-)</p> <p>Number of Decimals (0-4) (2)</p> <p>Enter the desired interval. Enter a 'D' for Daily, 'W' for Weekly, or 1-7.</p> <p>(Default is '7'.)</p> <p>Enter a '1' to suppress the display of the processing options on the video and prevent the user from altering the options entered above from the video.</p> <p>Note: Column headings will be the description associated with the User Defined Code, System Code '09', Record Type 'CH' specified for the column heading. The default is the description associated with the Ledger Type for the column, first, from System Code '09', Record Type 'CH', or second, from System Code '09', Record Type 'LT'.</p>	

Simple Income Statement (P10211)

Processing Option	Processing Options Requiring Further Description
<p>FISCAL PERIOD/YEAR:</p> <p>1. Enter fiscal period and year.</p> <p>Leave blank to use the financial reporting Year and Period.</p> <p>Year:</p> <p>Period:</p>	
<p>LEVEL OF DETAIL:</p> <p>2. Enter the lowest account level of detail to be printed (e.g., 7).</p>	
<p>LEDGER TYPE:</p> <p>3. Enter the ledger type.</p> <p>If left blank, 'AA' will be used.</p>	
<p>MINUS AMOUNTS:</p> <p>4. Enter a '1' to print expense and liability accounts as negative amounts.</p> <p>If left blank, the accounts will print as positive amounts.</p>	

Processing Option	Processing Options Requiring Further Description
<p>COMPUTATIONS:</p> <p>5. Enter a '1' to compute Profit and Loss Net Income. If left blank, no computations will be performed.</p>	
<p>INTERIM TOTALS:</p> <p>6. Enter a '1' to print Interim Totals as defined by "FS" Automatic Accounting Instructions. If left blank, no interim totals will be printed.</p>	
<p>FORMAT:</p> <p>7. Enter a '1' to cause page skipping and to print headings with page number and run date on each page. Enter a '2' to cause page skipping and to print headings without page number and run date on each page. If blank, heading will print on the first page only.</p> <p>8. Enter a '1' to print the long form on 198 column paper. If left blank, report will print within 132 columns.</p>	
<p>SUBLEDGERS:</p> <p>9. Enter a specific subledger or '*' for all subledgers.</p> <p>10. Enter a subledger type if you have selected a specific subledger above.</p>	
<p>CURRENCY:</p> <p>11. Enter a specific currency code or an '*' for all currency codes. This option is applicable only if you post Account Balances by currency.</p>	

Statement of Cash Flows (P10521)

Processing Option	Processing Options Requiring Further Description
<p>FISCAL DATE PATTERN COMPANY:</p> <p>1. Enter the company whose date pattern you want to use for printing the report date.</p> <p>If left blank, company 00000's current period and fiscal year will be used.</p>	
<p>THRU FISCAL PERIOD/YEAR:</p> <p>2. Enter the fiscal year and period for which the report is to be prepared.</p> <p>If left blank, the current period and year of the above company's Financial Reporting Date will be used.</p> <p>If left blank, company 00000 will be used.</p> <p>Year</p> <p>Period</p>	
<p>LEDGER TYPE:</p> <p>3. Enter Ledger Type.</p> <p>If left blank, 'AA' will be used.</p>	
<p>ROUNDING FACTOR:</p> <p>4. Enter desired rounding factor:</p> <p>' ' = no rounding</p> <p>'0' = round to whole numbers</p> <p>'1' = divide by 10</p> <p>'2' = divide by 100</p> <p>'3' = divide by 1,000</p> <p>'4' = divide by 10,000</p> <p>'5' = divide by 100,000</p> <p>Amounts will be rounded to the nearest whole number. Actual amounts are used to accumulate totals.</p>	
<p>RULES CODE:</p> <p>5. Enter the Rules Code to use when running the Statement of Cash Flows.</p>	

Consolidated Income Statement - 12 Column (P103121)

Processing Option	Processing Options Requiring Further Description
<p>FISCAL PERIOD/YEAR:</p> <p>1. Enter the fiscal year and period. Leave blank to use the financial reporting year and period. Year: Period:</p>	
<p>LEVEL OF DETAIL:</p> <p>2. Enter the lowest account level of detail to be printed (e.g., 7).</p>	
<p>LEDGER TYPE:</p> <p>3. Enter the ledger type. If left blank, 'AA' will be used.</p>	
<p>MINUS AMOUNTS:</p> <p>4. Enter a '1' to print expense and liability accounts as negative amounts. If left blank, the accounts will print as positive amounts.</p>	
<p>COMPUTATIONS:</p> <p>5. Enter a '1' to compute Profit and Loss Net Income. If left blank, no computations will be performed.</p>	
<p>CURRENT PERIOD:</p> <p>6. Enter a '1' for Current Period amounts only. If left blank, Year-to-Date amounts will print.</p>	
<p>INTERIM TOTALS:</p> <p>7. Enter a '1' to print Interim Totals as defined by "FS" Automatic Accounting Instructions. If left blank, no interim totals will be printed.</p>	
<p>FORMAT:</p>	

Processing Option	Processing Options Requiring Further Description
<p>8. Enter a '1' to cause page skipping and to print headings with page number and run date on each page.</p> <p>Enter a '2' to cause page skipping and to print headings without page number and run date on each page.</p> <p>If blank, heading will print on the first page only.</p> <p>9. Enter a '1' to print the long form on 198 column paper.</p> <p>If left blank, report will print within 132 columns.</p> <p>10. Enter a '1' to suppress commas when displaying amount fields. This will allow the printing of additional significant digits in each amount field.</p>	
<p>SUBLEDGERS:</p> <p>11. Enter a specific subledger or '*' to select all subledgers.</p> <p>12. Enter a subledger type if you have selected a specific subledger above.</p>	
<p>CURRENCY:</p> <p>13. Enter a specific currency code or an '*' for all currency codes.</p>	

Consolidated Income Statement (P10312)

Processing Option	Processing Options Requiring Further Description
<p>FISCAL PERIOD/YEAR:</p> <p>1. Enter the fiscal year and period.</p> <p>Leave blank to use the financial reporting year and period.</p> <p>Year:</p> <p>Period:</p>	
<p>LEVEL OF DETAIL:</p> <p>2. Enter the lowest account level of detail to be printed (e.g., 7).</p>	
<p>LEDGER TYPE:</p>	

Processing Option	Processing Options Requiring Further Description
<p>3. Enter the ledger type. If left blank, 'AA' will be used.</p>	
<p>MINUS AMOUNTS:</p> <p>4. Enter a '1' to print expense and liability accounts as negative amounts. If left blank, the accounts will print as positive amounts.</p>	
<p>COMPUTATIONS:</p> <p>5. Enter a '1' to compute Profit and Loss Net Income. If left blank, no computations will be performed.</p>	
<p>CURRENT PERIOD:</p> <p>6. Enter a '1' for Current Period amounts only. If left blank, Year-to-Date amounts will print.</p>	
<p>INTERIM TOTALS:</p> <p>7. Enter a '1' to print Interim Totals as defined by "FS" Automatic Accounting Instructions. If left blank, no interim totals will be printed.</p>	
<p>FORMAT:</p> <p>8. Enter a '1' to cause page skipping and to print headings with page number and run date on each page. Enter a '2' to cause page skipping and to print headings without page number and run date on each page. If blank, heading will print on the first page only.</p> <p>9. Enter a '1' to print the long form on 198 column paper. If left blank, report will print within 132 columns.</p>	
<p>SUBLEDGERS:</p> <p>10. Enter a specific subledger or '*' to select all subledgers.</p>	

Processing Option	Processing Options Requiring Further Description
11. Enter a subledger type if you have selected a specific subledger above.	
CURRENCY:	
12. Enter a specific currency code or an '*' for all currency codes.	

Consolidating Balance Sheet (P10311)

Processing Option	Processing Options Requiring Further Description
FISCAL PERIOD/YEAR:	
1. Enter the fiscal year and period. Leave blank to use the financial reporting year and period. Year: Period:	
LEVEL OF DETAIL:	
2. Enter the lowest account level of detail to be printed (e.g., 7).	
LEDGER TYPE:	
3. Enter the ledger type. If left blank, 'AA' will be used.	
MINUS AMOUNTS:	
4. Enter a '1' to print expense and liability accounts as negative amounts. If left blank, the accounts will print as positive amounts.	
COMPUTATIONS:	
5. Enter a '1' to compute Balance Sheet Net Income. If left blank, no computations will be performed.	
INTERIM TOTALS:	

Processing Option	Processing Options Requiring Further Description
<p>6. Enter a '1' to print Interim Totals as defined by "FS" Automatic Accounting Instructions.</p> <p>If left blank, no interim totals will be printed.</p>	
<p>FORMAT:</p> <p>7. Enter a '1' to cause page skipping and to print headings with page number and run date on each page.</p> <p>Enter a '2' to cause page skipping and to print headings without page number and run date on each page.</p> <p>If blank, heading will print on the first page only.</p> <p>8. Enter a '1' to print the long form on 198 column paper.</p> <p>If left blank, report will print within 132 columns.</p>	
<p>SUBLEDGERS:</p> <p>9. Enter a specific subledger or '*' to select all subledgers.</p> <p>10. Enter a subledger type if you have selected a specific subledger above.</p>	
<p>CURRENCY:</p> <p>11. Enter a specific currency code or an '*' for all currency codes.</p>	

G/L Cash Forecasting Summarization Build (P09520)

Processing Option	Processing Options Requiring Further Description
<p>CASH FORECASTING 'BEGINNING' DATE:</p> <p>1. Enter the method of calculation used to retrieve G/L Account balances.</p> <p>' ' = Year to 'As Of' date</p> <p>'1' = Period to 'As Of' date</p> <p>'2' = Inception to 'As Of' date</p>	
<p>CASH FORECASTING 'AS OF' DATE:</p>	

Processing Option	Processing Options Requiring Further Description
<p>2. Enter the "As Of" date to retrieve G/L Account balances.</p> <p>If left blank, the current system date will be used as the 'As Of' ending date.</p>	
<p>CASH TYPE:</p> <p>3. Enter the cash type to designate a G/L record in the Cash Forecasting file.</p> <p>If left blank, '09' will be used as the cash type.</p>	

Account Reconciliation Processing Options

Refresh Reconciliation File (P09130)

Processing Option	Processing Options Requiring Further Description
<p>BEGINNING AND ENDING DATE RANGE:</p> <ol style="list-style-type: none"> 1. Enter the date you want to use as a Beginning date for the build of the reconciliation file. 2. Enter the date you want to use as an Ending date for the build of the reconciliation file. 	
<p>RECONCILED STATUS:</p> <ol style="list-style-type: none"> 3. Enter a '1' to see both reconciled and unreconciled records. Default of blank will include unreconciled only. 	
<p>LEDGER TYPE FILTER:</p> <ol style="list-style-type: none"> 4. Enter a valid ledger type to see F0911 transactions in only that ledger type. If left blank and the following multi-currency option is blank, all ledger types will be used. - OR - If doing multi-currency processing, enter a '1' to select all 'CA' ledger type transactions, and domestic only 'AA' ledger type transactions (where the transaction currency is the same as the company currency) 	
<p>DOCUMENT TYPE FILTER:</p>	

Processing Option	Processing Options Requiring Further Description
<p>5. Enter a '1' to include 'AE' document type transactions.</p> <p>If left blank (the default) 'AE' document type transactions will not be written to the file</p>	
<p>MULTIPLE MEMBERS:</p> <p>6. Enter a '1' to create or refresh a specific member of file F0911R.</p> <p>The name of the member will be the version ID. Leave blank to use a single member only (F0911R). The version ID must start with an alpha character and can be a maximum of ten characters.</p>	

Bank Statement Match (P09131)

Processing Option	Processing Options Requiring Further Description
<p>VIDEO CONSOLIDATION OPTION:</p> <p>1. Enter a '1' to consolidate transactions with the same Account ID and Reference 1 value in the Manual Reconciliation video.</p> <p>Note: If a '1' is entered, DREAM Writer Data must be sequenced by Account ID, Reference 1.</p>	
<p>BANK STATEMENT FILE INFORMATION:</p> <p>2. Enter a '1' to require that G/L transactions have a corresponding set of Bank Statement transactions before any reconciliation occurs.</p> <p>Note: If a '1' is entered, DREAM Writer Data must be sequenced by Account ID, Reference 1.</p>	
<p>MULTIPLE MEMBERS:</p> <p>3. If using multi-member processing of F0911R, enter the version name of the Refresh Reconciliation File program (P09130) to be used for reconciliation.</p>	
<p>ASSIGN RECONCILED NUMBER:</p>	

Processing Option	Processing Options Requiring Further Description
<p>4. Enter a '1' to automatically assign a reconciliation number. This number can be overridden at the time of reconciliation. The number will be written to the Reference 3 field.</p> <p>If left blank, Reference 3 will not be used.</p>	

Manual Reconsolidation by Debits & Credits (P09131D)

Processing Option	Processing Options Requiring Further Description
<p>MATCHING DEBITS AND CREDITS:</p> <p>1. Enter a '1' to require Total Debits and Total Credits to balance for selected records.</p> <p>2. If matching debits and credits, enter a tolerance limit.</p> <p>If left blank, the tolerance is zero.</p> <p>Note: Enter this amount as a whole number with no decimals.</p>	
<p>ABSOLUTE VALUE SORT:</p> <p>3. Enter a '2' to sort transactions by absolute value. Transaction amounts will be sorted regardless of their positive/negative sign.</p> <p>If left blank, all transactions will be sorted by G/L Date.</p>	
<p>MULTIPLE MEMBERS:</p> <p>4. If using multi-member processing of F0911R, enter the version name of the Refresh Reconciliation File program (P09130) to be used for reconciliation.</p>	
<p>ASSIGN RECONCILED NUMBER:</p> <p>5. Enter a '1' to automatically assign a reconciliation number. This number can be overridden at the time of reconciliation. The number will be written to the Reference 3 field.</p> <p>If left blank, Reference 3 will not be used.</p>	

Your Custom Reformat Program (P09501)

Processing Option	Processing Options Requiring Further Description
Enter the short account number of the bank account for the payments being reconciled. (This is the 8-digit number. You must enter leading zeros.)	

Match Tape File to Reconciliation File (P09510)

Processing Option	Processing Options Requiring Further Description
Enter the 8 digit account ID for the bank account of the payments that you are reconciling.	

Automatic DR/CR Reconciliation (P09531)

Processing Option	Processing Options Requiring Further Description
<p>PROOF OR FINAL MODE:</p> <p>1. Enter a '1' to Reconcile in Final mode. If left blank, the Reconciliations will be processed in Proof mode, and no file updates will occur.</p>	
<p>RECONCILIATION FILE MEMBER:</p> <p>2. If using multi-member processing of the F0911R file, enter the version name of the Refresh Reconciliation File program (P09130) to be used for reconciliation.</p>	
RECONCILIATION THRU DATE:	

Processing Option	Processing Options Requiring Further Description
<p>3. Select the date to reconcile transactions thru:</p> <p>'0' - Today's date (default)</p> <p>'1' - Last day of the current period</p> <p>- OR -</p> <p>Enter a specific date to reconcile transactions thru.</p> <p>Note: The current period refers to the financial reporting period.</p>	
<p>AUTOMATIC WRITE-OFF OPTIONS:</p> <p>4. Enter a version number to override standard journal entry processing (DREAM Writer XT0911Z1, version ZJDE0001).</p> <p>5. Enter the version of the Post Program if you wish to automatically post the write-off journal entries.</p> <p>If left blank, the write-off entries will remain unposted.</p>	
<p>6. If not using the GLRxxx AAI, enter the G/L account to be used as the offset for the write-off entry.</p> <p>Business Unit (optional)</p> <p>Object</p> <p>Subsidiary</p> <p>7. If not using the GLRxxx AAI, enter a value to be used as the tolerance threshold for creating an automatic write-off. If the value is a percentage, include the percent (%) symbol after the value.</p>	
<p>AUTOMATIC WRITE-OFF OPTIONS CONT'D:</p> <p>8. Select the date to be used as the journal entry date:</p> <p>'0' - Today's date (default)</p> <p>'1' - Last day of the current period</p> <p>- OR -</p> <p>Enter a specific date to be the journal entry date.</p> <p>Note: The current period refers to the financial reporting period.</p>	

Processing Option	Processing Options Requiring Further Description
<p>AUTOMATIC WRITE-OFF OPTIONS CONT'D:</p> <p>9. Enter the document type to be used when creating write-off entries. If left blank 'JE' will be used.</p> <p>Note: If a value is entered it will be validated against User Defined Code table 00/DT, and will use the Reconciliation next numbers (system 09, 6th entry). If 'JE' is used Journal Entries next numbers will be used.</p>	
<p>ASSIGN RECONCILED NUMBER:</p> <p>10. Enter a '1' to automatically assign a reconciliation number. This number will be assigned from Reconciliations next numbers (system 09, 6th entry), and will be written to the Reference 3 field. If left blank nothing will be written to the Reference 3 field.</p> <p>11. If assigning a reconciliation number, enter a number up to 8 digits to override the number assigned from Reconciliations next numbers.</p>	
<p>RECONCILIATION CODE:</p> <p>12. Enter a code to be used to flag records in the F0911 and F0911R files as reconciled. If left blank 'R' will be used as the reconciliation code. The value entered will be validated against UDC table 09/RC.</p>	
<p>REPORT CONTROL:</p> <p>13. Enter a '1' to disable the print of selected reports. Unreconciled Items Created Journal Entries Open Items</p>	

Allocations Processing Options

Allocations Review (P09220)

Processing Option	Processing Options Requiring Further Description
<p>RECORD DISPLAY OPTION:</p> <p>1. Allocation type to review:</p> <p style="padding-left: 20px;">'' = Cost allocations</p> <p style="padding-left: 20px;">'1' = Indexed computations</p> <p style="padding-left: 20px;">'2' = Variable numerator</p>	
<p>SELECTION CRITERIA DEFAULTS:</p> <p>2. Enter the company number to be loaded into the selection criteria field.</p> <p style="padding-left: 20px;">Blank (the default) will not preload the field.</p> <p>3. Enter a "1" if the User ID is to be loaded into the selection criteria field.</p> <p style="padding-left: 20px;">Blank (the default) will not preload the field.</p> <p>4. Enter a "1" if the subfile is to be loaded with all existing data file records when no selection criteria defaults are specified.</p> <p style="padding-left: 20px;">Blank (the default) will not load the subfile until Enter is pressed on a blank selection criteria line.</p>	

Allocations Journal (P09302)

Processing Option	Processing Options Requiring Further Description
<p>ALLOCATIONS TO INCLUDE:</p>	

Processing Option	Processing Options Requiring Further Description
<p>1. Enter the "Thru Date" for the allocations included. If left blank, the current date will be used. Only allocations with a GL date less than or equal to this date and a stop date greater than this date will be selected for computation.</p>	
<p>MODE:</p> <p>2. Enter the mode the calculations and update are to be processed in: '1' = Proof mode with report '2' = Final mode to create transactions</p>	
<p>MULTI-TIER PROCESSING:</p> <p>3. Enter an 'R' to include the amounts from transactions created in this batch in totals for multi-tiered entries. Default of blank will include only posted transactions created previous to this batch.</p>	

Compute Indexed Allocations (P093021)

Processing Option	Processing Options Requiring Further Description
<p>ALLOCATIONS TO INCLUDE:</p> <p>1. Enter the "Thru Date" for the allocations included. If left blank, the current date will be used. Only allocations with a GL date less than or equal to this date and a stop date greater than this date will be selected for computation.</p>	
<p>MODE:</p> <p>2. Enter the mode the calculations and update are to be processed in: '1' = Proof mode with report '2' = Final mode to create transactions</p>	
<p>MULTI-TIER PROCESSING:</p>	

Processing Option	Processing Options Requiring Further Description
<p>3. Enter an 'R' to include the amounts from transactions created in this batch in totals for multi-tiered entries.</p> <p>Default of blank will include only posted transactions created previous to this batch.</p>	
<p>AUDIT TRAIL:</p> <p>4. Enter a '1' to print an audit trail of all transactions or accounts supporting each entry.</p> <p>Default of blank will print the journal entries only.</p> <p>Caution: Depending on the nature of your allocation, a '1' could result in a lengthy report.</p>	
<p>JOURNAL ENTRY EXPLANATIONS:</p> <p>5. Enter a '1' to cause the first description on new transactions to be moved from the detail transaction the calculation is based on.</p> <p>Leave blank to move the specification first description.</p> <p>Note: This option applies to 'T' method allocations only.</p>	
<p>UNITS PROCESSING:</p> <p>6. Enter '1' to automatically allocate units associated with the non-units From Ledger.</p> <p>Leave blank if you do not wish to automatically allocate these units to the GLU field in F0911.</p>	

Budgeting Processing Options

Budget Change by Account (P14103)

Processing Option	Processing Options Requiring Further Description
<p>LEDGER TYPE:</p> <p>1. When entering budgets to the amounts and units ledgers, the ledger type "BA" and "BU" is assumed.</p> <p>If you wish to enter to a different ledger (such as a temporary budget or a revised budget), you must designate the alternate budget ledger types.</p> <p>Budget Amounts Ledger:</p> <p>Budget Units Ledger:</p>	
<p>NOTE: The ledger codes on this screen must be valid in User Defined Codes 09/LT. If not, the program will not function.</p>	
<p>BUDGET CYCLE:</p> <p>2. Enter a '1' next to each item you wish to update in the Account Balances file (F0902).</p> <p>If all items are left blank, the default will only update the Final Budget.</p> <p>Requested Budget:</p> <p>Approved Budget:</p> <p>Final Budget:</p>	
<p>DISPLAY OPTIONS:</p> <p>3. Enter a '1' to display Balance Sheet accounts, otherwise only Profit and Loss accounts will be displayed.</p>	
<p>FISCAL YEAR:</p> <p>4. Enter the last two digits of the fiscal year.</p> <p>Leave blank to use the current fiscal year.</p>	

Processing Option	Processing Options Requiring Further Description
<p>EDIT POSTING EDIT CODE:</p> <p>5. Enter a '1' if you do NOT want the program to edit changes to accounts with a posting edit code of 'L' when a blank subledger has been entered.</p> <p>Leave blank to edit accounts with a posting edit code of 'L' when a blank subledger has been entered.</p>	

Budget Change by Business Unit (P14102)

Processing Option	Processing Options Requiring Further Description
<p>LEDGER TYPE:</p> <p>1. When entering budgets to the amounts and units ledgers, the ledger type "BA" and "BU" is assumed.</p> <p>If you wish to enter to a different ledger (such as a temporary budget or a revised budget), you must designate the alternate budget ledger types.</p> <p>Budget Amounts Ledger:</p> <p>Budget Units Ledger:</p>	
<p>NOTE: The ledger codes on this screen must be valid in User Defined Codes 09/LT. If not, the program will not function.</p>	
<p>BUDGET CYCLE:</p> <p>2. Enter a '1' next to each item you wish to update in the Account Balances file (F0902).</p> <p>If all items are left blank, the default will only update the Final Budget.</p> <p>Requested Budget:</p> <p>Approved Budget:</p> <p>Final Budget:</p>	
<p>DISPLAY OPTIONS:</p> <p>3. Enter a '1' to display Balance Sheet accounts, otherwise only Profit and Loss accounts will be displayed.</p>	
<p>FISCAL YEAR:</p>	

Processing Option	Processing Options Requiring Further Description
<p>4. Enter the last two digits of the fiscal year. Leave blank to use the current fiscal year.</p>	
<p>EDIT POSTING EDIT CODE:</p> <p>5. Enter a '1' if you do NOT want the program to edit changes to accounts with a posting edit code of 'L' when a blank subledger has been entered. Leave blank to edit accounts with a posting edit code of 'L' when a blank subledger has been entered.</p>	

Budget Worksheet Report (P14113)

Processing Option	Processing Options Requiring Further Description
<p>LEVEL OF DETAIL:</p> <p>1. Specify the lowest level account to be printed (e.g., - 7).</p>	
<p>FISCAL PERIOD:</p> <p>2. Enter fiscal year and period. Leave blank to use the financial reporting year and period. Year: Period:</p>	
<p>LEDGER TYPE:</p> <p>3. Enter ledger type. (Leave blank for General Ledger Type "BA".)</p>	
<p>FORMAT:</p> <p>4. Enter "1" to print expense and liability accounts as minus amounts.</p> <p>5. Enter "1" to cause page skipping and to print headings with page number and run date on each page. Enter "2" to cause page skipping and to print headings without page number and run date on each page. If blank, heading will print on first page only.</p>	

Processing Option	Processing Options Requiring Further Description
<p>6. Enter "1" to print the long form on 198 column paper or leave blank to print on 132 column paper.</p>	
<p>INCOME COMPUTATIONS:</p> <p>7. Select one of the following:</p> <ul style="list-style-type: none"> 1 - Compute B/S Net Income 2 - Compute P&L Net Income <p>Leave blank for no computation.</p>	
<p>INTERIM TOTALS:</p> <p>8. Enter a "1" to print Interim Totals as defined by "FS" Automatic Accounting Instruction.</p>	
<p>BUDGET CALCULATIONS:</p> <p>9. Select one of the following:</p> <ul style="list-style-type: none"> 1 - Requested Budget 2 - Approved Budget 3 - Final Budget <p>10. Select projected budget calculation:</p> <ul style="list-style-type: none"> 1 - Actual + Remaining Budget 2 - Actual/Percent Complete 3 - Remaining Budget <p>Leave blank for no calculation.</p> <p>11. Enter "1" to calculate the percent change based on the projected budget or leave blank to use the total annual budget.</p> <p>NOTE: If option 10 is left blank the percent change calculation will be based on the total annual budget.</p>	
<p>SUBLEDGER INFORMATION:</p> <p>12. Enter specific subledger or '*' for all subledgers. (See Proc Opt 13)</p> <p>13. Enter a subledger type if you have selected a specific subledger in processing option 12 above.</p>	
<p>CURRENCY CODE INFORMATION:</p> <p>14. Enter a specific currency code or '*' for all currency codes.</p>	

Respread Budget to Monthly (P14801)

Processing Option	Processing Options Requiring Further Description
<p>ROUNDING CONTROL:</p> <p>1. Enter Rounding Increment for Amounts: Result of rounding will be exactly divisible by this entry.</p> <p>10.00 = round to nearest 10.00 00 = round to nearest 1.00 ' ' = round to smallest company currency unit</p> <p>2. Enter Rounding Increment for Units: Result of rounding will be exactly divisible by this entry.</p> <p>NOTE: This option only applies if you are spreading a units ledger type 'xU'.</p> <p>3. Identify Balancing Method: ' ' = Do not force the total of the rounded period amounts to equal the annual budget amount. '1' = Force a balanced spread by rounding the annual budget amount prior to the spread. '2' = Force a balanced spread by NOT rounding the last calculated period amount.</p> <p>NOTE: This option only applies when an annual budget amount is not an even multiple of your specified rounding increment.</p> <p>4. Identify Rounding Method: ' ' = Round up or down to nearest increment. '1' = Round up to next increment. '2' = Round down to previous increment.</p>	

Budget Change by Account (BA & BU Ledger) (P14101)

Processing Option	Processing Options Requiring Further Description
LEDGER TYPE:	

Processing Option	Processing Options Requiring Further Description
<p>1. When entering budgets to the amounts and units ledgers, the ledger type "BA" and "BU" is assumed.</p> <p>If you wish to enter to a different ledger (such as a temporary budget or a revised budget), you must designate the alternate budget ledger types.</p> <p>Budget Amounts Ledger: Budget Units Ledger :</p>	
<p>NOTE: The ledger types on this screen must be valid in User Defined Codes 09/LT. If not, the program will not function.</p>	
<p>FISCAL YEAR:</p> <p>2. Enter the last two digits of the fiscal year. Leave blank to use the current fiscal year.</p>	

G/L Budget Checking Report (P14115)

Processing Option	Processing Options Requiring Further Description
<p>LEDGER TYPE:</p> <p>1. Enter the budget or primary ledger to be used for calculations. Blank will default to budget ledger ('BA').</p> <p>2. Enter a second ledger to be used for calculations. Blank will default to encumbrance ledger or commitment ledger ('PA').</p> <p>3. Enter a third ledger to be used for calculations. Blank will default to actual amount ledger ('AA').</p>	
<p>BUDGET YEAR:</p> <p>4. Enter the budget year. Default is the current fiscal year.</p>	
<p>CALCULATION METHODS:</p>	

Processing Option	Processing Options Requiring Further Description
<p>5. Specify the Budget Totaling Method to be used (1-3).</p> <p>Default of blank will use method '1'.</p> <p>1) Sum of original budget, additional period amounts for the year, and prior year end posting amount.</p> <p>2) Sum of period amounts for the year.</p> <p>3) Sum of original budget, additional amounts through the current period.</p> <p>Use option 1 or 3 only if the original budget is not spread to periods.</p>	
<p>LEVEL OF DETAIL:</p> <p>6. Specify lowest level of detail to be used in budgeting (e.g., 7).</p>	
<p>SUBLEDGER PROCESSING:</p> <p>7. Enter a specific subledger or '*' for all subledgers.</p> <p>8. Enter a subledger type if you have selected a specific subledger above.</p>	

Print Upload Text File (P14110PRT)

Processing Option	Processing Options Requiring Further Description
<p>UPLOAD FILE NAME:</p> <p>1. Enter the name of the file that contains the spreadsheet data to be converted.</p>	
<p>UPLOAD MEMBER NAME:</p> <p>2. Enter the name of the file member that contains the spreadsheet data to be converted.</p> <p>If left blank, the default is *FIRST.</p>	

PC Budget Upload (P14110MAP)

Processing Option	Processing Options Requiring Further Description
<p>The following processing options allow you to map the starting column and corresponding field length of PC spreadsheet records to be transferred to F0902.</p> <p>Example:</p> <p style="padding-left: 40px;">Business Unit MCU X_Y_____</p> <p>Enter the X value followed by a space and then the Y value.</p> <p style="padding-left: 40px;">X = The starting column of the field.</p> <p style="padding-left: 40px;">Y = The length of the field.</p>	
<p>ACCOUNT ID INFORMATION:</p>	
<p>ACCOUNT CRITERIA - TYPE 1:</p> <ol style="list-style-type: none"> 1. Business Unit MCU 12 2. Additional Mapping Area 3. Additional Mapping Area 4. Account Object OBJ 6 5. Additional Mapping Area 6. Additional Mapping Area 7. Subsidiary SUB 8 	
<p>ACCOUNT CRITERIA - TYPE 2:</p> <ol style="list-style-type: none"> 8. Short Account ID AID 8 	
<p>ACCOUNT CRITERIA - TYPE 3:</p> <ol style="list-style-type: none"> 9. 3rd Account Number ANS 25 	
<p>ACCOUNT CRITERIA - TYPE 4:</p> <ol style="list-style-type: none"> 10. Single Account Number ANI 29 (Business Unit, Object, Subsidiary are a single field on the PC spreadsheet) or FLEX. 	
<p>OPTIONAL ACCOUNT INFORMATION:</p> <ol style="list-style-type: none"> 11. Subledger SBL 8 12. Subledger Type SBLT 1 	
<p>PERIOD/MONTHLY BUDGET INFORMATION:</p>	

Processing Option	Processing Options Requiring Further Description
13. Net Posting 01 AN01 15 14. Net Posting 02 AN02 15 15. Net Posting 03 AN03 15 16. Net Posting 04 AN04 15 17. Net Posting 05 AN05 15 18. Net Posting 06 AN06 15 19. Net Posting 07 AN07 15 20. Net Posting 08 AN08 15 21. Net Posting 09 AN09 15 22. Net Posting 10 AN10 15 23. Net Posting 11 AN11 15 24. Net Posting 12 AN12 15 25. Net Posting 13 AN13 15 26. Net Posting 14 AN14 15	
ANNUAL BUDGET INFORMATION: 27. Requested Budget BREQ 15 28. Approved Budget BAPR 15 29. Original/Final Budget BORG 15	
OPEN QUERY SECTION: You can use IBM based OPNQRYF commands to limit your selection. 30. Command Line 1 31. Command Line 2 32. Command Line 3 33. Command Line 4	

PC Budget Upload (P14110)

Processing Option	Processing Options Requiring Further Description
<p>REFERENCE DATA:</p> <p>1. The member name to be uploaded. If left blank, the default is *FIRST.</p> <p>NOTE: If multiple members exist *ALL is valid. For *ALL, the individual members MUST have identical formats.</p> <p>2. The (P14110MAP) DREAM Writer version that contains the mapping instruction. If left blank, the default is ZJDE0001.</p>	
<p>BUDGET PERIOD:</p> <p>3. Century number and Fiscal Year. Century: Year:</p> <p>NOTE: Century is 19 for 1900s or 20 for 2000s.</p>	
<p>LEDGER TYPE:</p> <p>4. The Ledger Type to receive the budget records. If left blank, the default is BA.</p>	
<p>ACCOUNT VALIDATION:</p> <p>5. The Account Criteria Type</p> <ul style="list-style-type: none"> 1 - Business Unit, Object, Subsidiary (3 separate fields) 2 - Short Account ID 3 - 3rd Account Number 4 - Business Unit, Object, Subsidiary (a single field) or FLEX account 	
<p>PERIOD TO BUDGET:</p> <p>6. Enter 1 for an annual period. If left blank, the default is monthly.</p>	
<p>BUDGET CYCLE:</p>	

Processing Option	Processing Options Requiring Further Description
<p>7. Enter a '1' next to each item you wish to update in the Account Balances file (F0902).</p> <p>If all items are left blank, the default will only update the Final Budget.</p> <p>Requested Budget:</p> <p>Approved Budget:</p> <p>Final Budget:</p>	
<p>NUMERIC EDITS:</p> <p>8. Enter 1 to add/subtract the current budget with previous budget entries.</p> <p>If left blank, the default is to overlay existing budget entries.</p> <p>9. Enter 1 for no sign reversal on revenue accounts. If left blank, the default is to reverse the sign.</p> <p>NOTE: If revenue credit entries are positive on the PC Spreadsheet this option should be left blank.</p>	
<p>JOB COST:</p> <p>10. Enter 1 for Job Cost Budgeting.</p> <p>Annual budget amounts will not be updated in F0902.</p> <p>Default of blank will update annual budget amounts.</p>	
<p>MODE:</p> <p>11. Enter 1 for final mode.</p> <p>If left blank, the default is Proof mode.</p> <p>NOTE: Proof mode does not update F0902. It generates a report only.</p> <p>Final mode updates F0902 and also generates a report.</p>	

Periodic and Annual Processes – Processing Options

Annual Close (P098201)

Processing Option	Processing Options Requiring Further Description
<p>1. Enter a '1' to roll P&L Accounts with a zero balance in net posting for the year being closed (i.e. Job Cost Accounts set up as P&L Accounts).</p> <p>Default of blank will NOT create P&L Accounts for the next year if net posting for the year being closed is zero.</p> <p>ORIGINAL BUDGET OVERRIDE:</p> <p>2. Enter '1' to override the Original Budget Amount regardless of whether next year's record already exists.</p> <p>Default of blank will NOT override the Original Budget.</p> <p>Note: This applies only to those ledger types that are set up in User Defined Code 00/LT to roll the budget.</p>	
<p>PRINT FORMAT:</p> <p>3. Enter a '1' to expand the report to include amounts in the Account Balance (F0902) Records supporting the Retained Earnings.</p> <p>A default of blank will print the Retained Earnings only.</p>	

Account Setup Processing Options

Accounts by Business Unit (P0901)

Processing Option	Processing Options Requiring Further Description
<p>CHART OF ACCOUNTS EDITING:</p> <ol style="list-style-type: none"> 1. Enter a value for the chart of accounts editing to be performed. <ul style="list-style-type: none"> ' ' - Free form chart of accounts '1' - Standardized Chart of Accounts with warning messages only. '2' - Standardized Chart of Accounts with hard error messages. 	
<p>STANDARDIZATION OPTIONS:</p> <ol style="list-style-type: none"> 2. Enter the default business unit to specify the Standardized Chart of Accounts for business units that do not have a model. 3. Enter the lowest account level of detail that standardization applies to (e.g., 7). 	
<p>ADDITION OF NEW ACCOUNTS:</p> <ol style="list-style-type: none"> 4. Enter a '1' to allow the addition of new accounts that do not exist in the model business unit. 	

Processing Option	Processing Options Requiring Further Description
<p>FIELD EDITING OPTIONS:</p> <p>5. Enter a '1' next to each item that is to be standardized.</p> <ul style="list-style-type: none"> Account Description Posting Edit Code Level of Detail Billable Budget Pattern Code Unit of Measure Alternate Object/Subsidiary Account Category Codes 1 - 10 Account Category Codes 11 - 20 Account Category Codes 21 - 23 Type Code Fixed Asset Posting Edit Code 	

Build G/L Word Search File (P09BDWRD)

Processing Option	Processing Options Requiring Further Description
<p>BUILD OVER BUSINESS UNIT/ACCOUNT MASTER:</p> <p>1. Enter a '1' if you wish to add words to the G/L Accounts - Word Search Master file (F09800) from the Business Unit Master file (F0006) and the Account Master file (F0901).</p> <p>Leave blank if you only wish to add words from the Account Master file.</p> <p>Note: A '1' in this option could cause this job to run significantly longer and cause the G/L Accounts - Word Search Master file (F09800) to be much larger.</p>	

System Setup Processing Options

AAIs – General Accounting (P00121)

Processing Option	Processing Options Requiring Further Description
Enter the starting sequence number.	

General User-Defined Codes (P0005A)

Processing Option	Processing Options Requiring Further Description
DEFAULT CODE/TYPE: 1. Enter the desired Install System Code. 2. Enter the desired Record Type.	

Auto Intercompany Invoicing (P09560)

Processing Option	Processing Options Requiring Further Description
JOURNAL ENTRY PROCESSING: 1. Enter the Mode the calculations and update will be processed in: 0 = Proof mode with report 1 = Final mode with report (Default)	
INVOICE/VOUCHER PROCESSING: 2. Enter the G/L date. Default of blank will use current system date.	

Processing Option	Processing Options Requiring Further Description
<p>3. Enter the invoice date. Default of blank will use the G/L date.</p> <p>4. Enter the alternate payee to be used for voucher creation. Default of will use the address number from the subledger.</p> <p>5. Enter the document type for invoices. Default is RI. Enter the document type for vouchers. Default is PV.</p> <p>6. Enter the desired payment term to be used for an invoice. Default of blanks will retrieve default from Customer Master. Enter the desired payment term to be used for a voucher. Default of blanks will retrieve default from Supplier Master.</p> <p>7. Enter a '1' to disallow the creation of vouchers. Default of blank will produce vouchers.</p> <p>8. Enter the G/L offset to use for creating Invoices. Enter the G/L offset to use for creating Vouchers. Defaults will be derived from the Address Book.</p>	
<p>REPORTING:</p> <p>9. Enter a '1' to show report detail. Default of blank will print summary. Enter a '1' to page break after each invoice/voucher that is created.</p> <p>Note: Showing report detail will affect program performance.</p>	
<p>AUTOMATIC POSTING:</p>	

Processing Option	Processing Options Requiring Further Description
<p>10. Enter the version of the post program if you wish to automatically post.</p> <p>A/R Dream Writer Version</p> <p>A/P Dream Writer Version</p> <p>G/L Dream Writer Version</p> <p>Note: All versions must be filled in order to automatically post.</p>	
DREAM WRITER VERSION:	
<p>Enter the version for each program:</p> <p>If left blank, ZJDE0001 will be used.</p> <p>11. A/P Voucher Processing (XT0411Z1)</p> <p>12. A/R Invoice Processing (XT0311Z1)</p> <p>13. G/A Journal Processing (XT0911Z1)</p>	

Cross-Environment Extraction (P09490)

Processing Option	Processing Options Requiring Further Description
<p>MODE OF EXTRACTION:</p> <p>1. Enter the Extraction Mode:</p> <p>0 = Proof Mode with Report (Default)</p> <p>1 = Final Mode with Report</p>	
<p>EXTRACTION DETAIL DATES:</p> <p>2. Enter the 'Beginning' date to Start the Extraction Process.</p> <p>If left blank all records will be processed.</p> <p>3. Enter the 'Ending' date through which to perform the Extraction Process.</p> <p>If left blank all records will be processed.</p>	
AUDIT INFORMATION:	

Processing Option	Processing Options Requiring Further Description
<p>4. Enter '1' to place key General Ledger fields (F0911) in Explanation 2 of original target General Ledger records and General Ledger Input (F0911Z1).</p> <p>Note: Values in Explanation 2 will be overlaid with the key fields if '1' is placed in option 4.</p>	
<p>SUBLEDGER PROCESSING:</p> <p>5. Enter a '1' to clear the subledger of records written to the General Ledger Input file (F0911Z1).</p> <p>Blank will not clear subledger entries.</p> <p>Note: Valid subledgers should be coordinated between the source system and the target system. Subledgers will be validated on the target system.</p>	

Cross-Environment Tape Creation (P09491)

Processing Option	Processing Options Requiring Further Description
<p>TAPE CREATION PROCESSING:</p> <p>1. Enter the mode for tape creation:</p> <p>'0' - Create tape and update the Cross-Environment Status flag in the General Ledger (F0911) and the General Ledger Input (F0911Z1).</p> <p>'1' - Do not create a tape. Update the Cross-Environment Status flag in the General Ledger (F0911) and the General Ledger Input (F0911Z1).</p> <p>Note: Blank will default '0' and a tape will be created.</p>	

Initial Receiving Facility (P09493)

Processing Option	Processing Options Requiring Further Description
<p>TAPE PARAMETERS:</p>	

Processing Option	Processing Options Requiring Further Description
1. Enter '1' to download the tape received from the Source System. Blank will not download the tape. 2. Enter the Device Name to download the tape received from the Source System.	
REPORT FORMAT: 3. Enter a '1' for report and update in summary mode. Default of blank will report and update in detail.	
RECONCILIATION FILE PROCESSING: 4. Enter a '1' to update the Cross-Environment Reconciliation file. Blank will not update the reconciliation file. Note: The Cross-Environment Reconciliation file can also be updated through the stand-alone Cross-Environment File Creation program.	

Source Intercompany Reconciliation Rep (P09492)

Processing Option	Processing Options Requiring Further Description
TAPE PARAMETERS: 1. Enter '1' to download the tape received from the Target System. Blank will not download the tape. 2. Enter the Device Name to download the tape received from the Target System.	

12 Appendices

Appendix A – Quick Reference

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G094111	Advanced Organization Setup
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G09311	Batch Journal Entry Processing
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G09313	52 Period Accounting
G09314	Cash Basis Accounting
G09315	Italian Legal Reports
G09316	Global Updates
G09317	Summarize & Purge Data
G09318	Intercompany Settlement Processing
G09320	Cross Environment Processing
G10	Financial Reports

Menu	Description
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G1021	Multi-Site Consolidations
G1041	Financial Reporting Setup
G11	Multi-Currency Processing
G1121	Multi-Currency Monthly Valuation
G1122	Multi-Currency Financial Restatement
G1141	Multi-Currency Setup
G1131	Multi-Currency Advanced Operations
G14	Account Budgeting
G1421	Other Budgeting Methods

Ledger Types

Ledger Type	Description
AA	Actual Ledger
AU	Actual Units
BA	Budget Amounts
BU	Budget Units
CA	Foreign Currency
CU	Foreign Currency Units
XA	Alternate Ledger
YA	Domestic Origin
ZA	Foreign Origin

Document Types

Document Type	Description
%	Percent Journal Entry
&&	Prior Year Transactions

Document Type	Description
AE	Automatic Entries
AF	Adjusting Entries
BF	Balance Forward/Summarize
CZ	Cash Basis Transactions
JA	Budget or Cost Allocation
JE	Journal Entries

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