Segmented General Ledger

This document will assist you in understanding the Segmented General Ledger Functionality and when to apply it.

Contents

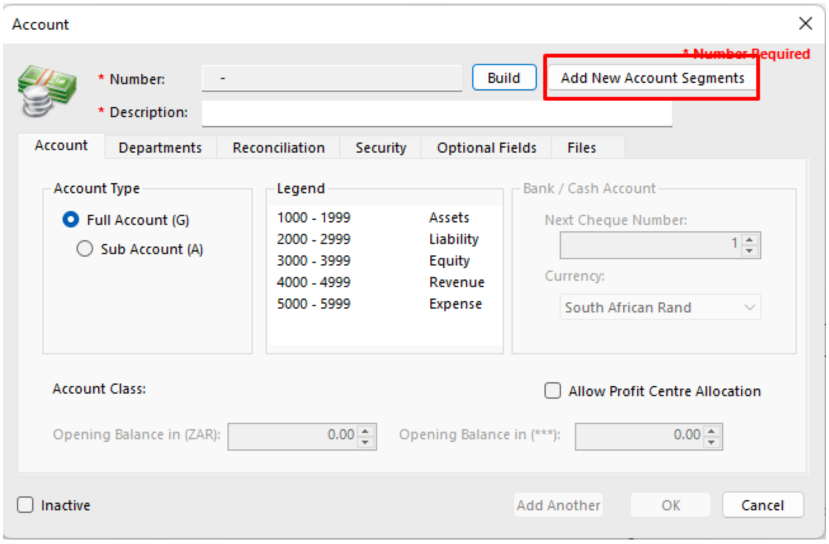
Overview

The General Ledger Segmentation function was designed to allow business to have extended General Ledger reporting capabilities in organisations with Multiple Branches and/ or departments, with the ability to filter and report on one or more of the segments. This facility has also been designed to complement the account set by warehouse function, allowing us to have a segment integration by item or item category by warehouse, allowing profitability to even be reported on a product line basis. Another market for this is in the issuance and control of Grants or Fund Management whereby we can report on the individual projects managed within the specific fund(s).

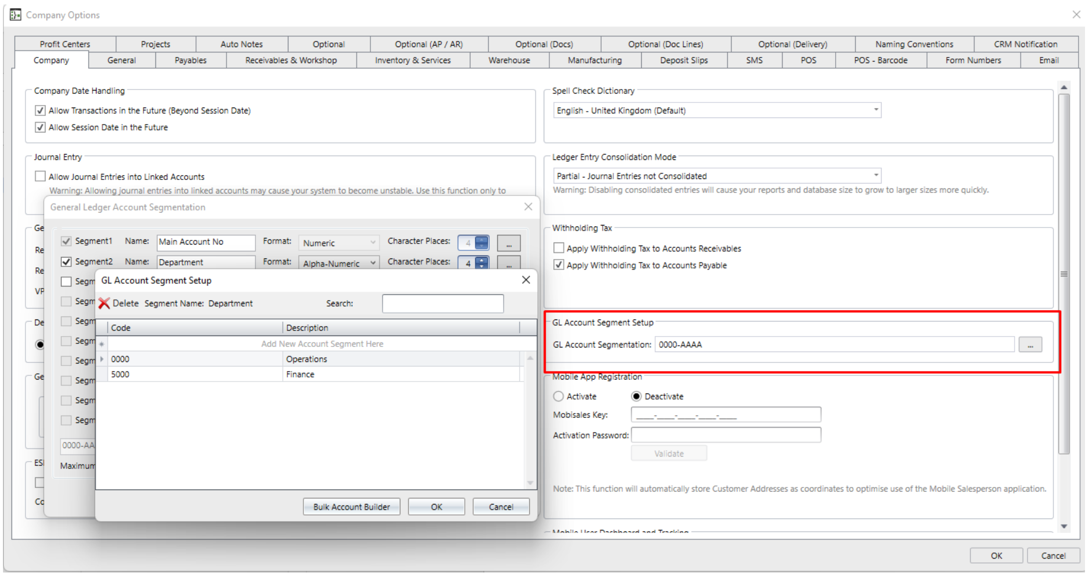
Another limitation that has been overcome is that of departments with departmental allocations previously being done at a document level basis. With the segmented General Ledger you can now process integrations document line item.

Setting Up General Ledger Segments

The first thing you need to do is to create the segments. It is important to note that creating segments is merely creating parameters and does not create the accounts themselves. Creating segments will be explained in 2 separate sections, ie clients converting an existing (non-segmented) company, and clients creating a new company. Note that the ability to add segments is available to both scenarios at can be done at any time. You can also Manage segments either by accessing the General Ledger / Maintenance / Accounts function and selecting the Add New Account Segment as seen below.



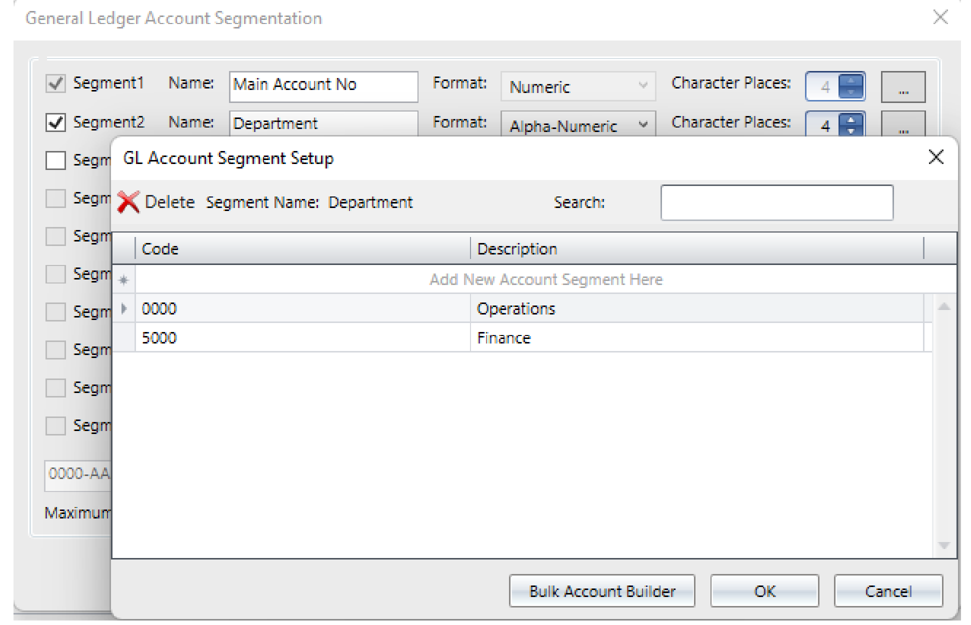
You can also access the account segment maintenance by accessing the Control Panel / Company Options / Company tab as seen below.



Upgrading an Existing Company

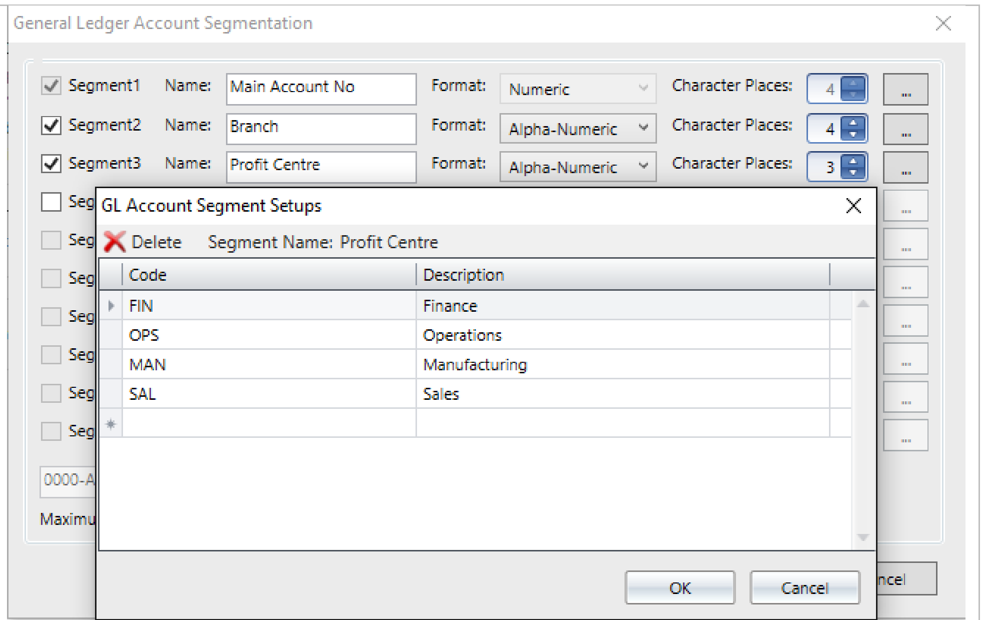
Existing Segments

When you upgrade from a pre-General Ledger Segmentation company, on conversion the current Sub-Accounts will automatically become the second segment, and will allow you to report by the values in this segment. You can see from the screen that we had 2 sub-account settings in the Original Company Data namely 0000 and 0500. All we need do now is to name the segments and report accordingly.



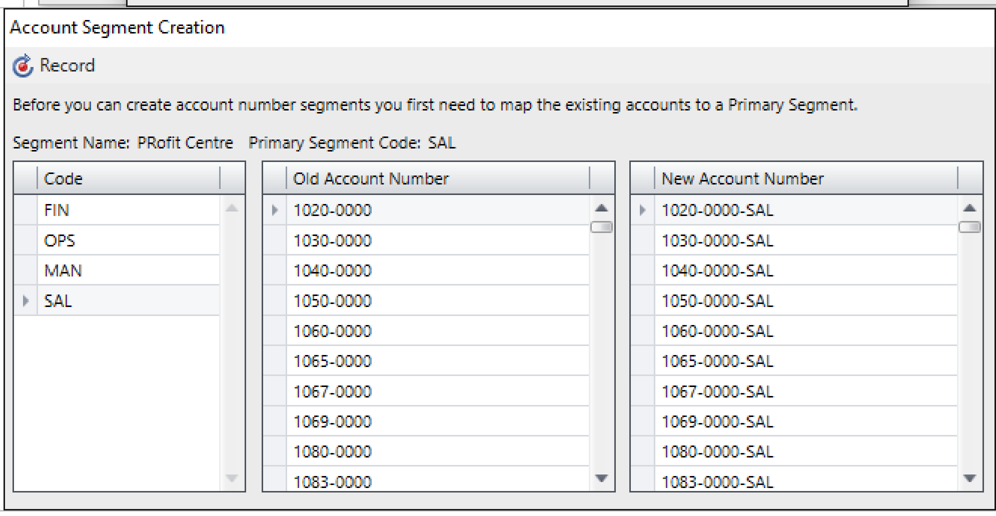
Adding Segments

You can then redefine the General Ledger Segments as required with the ability to add new segments as seen below.



Remapping Accounts

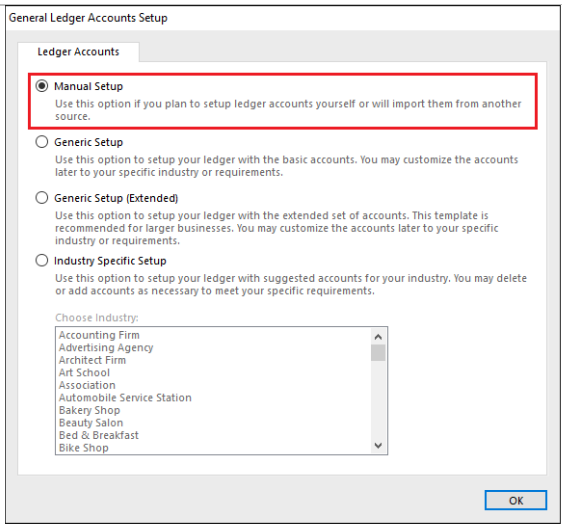
Once the new segment has been created, we now need to map the original accounts to the new segments accounts to transfer the transaction history accordingly.



Creating a New Company

When creating a new company there are a number of options afforded to you.

The Manual Setup option as seen here, allows you to define your own segment lengths while the other options below will install the 4-4 account segment structure with the sample data, but allow you to adjust at a later stage. The first segment is reserved for the account number and can have a minimum quantity of 3 digits, that are numerical only, while the other segments are limited to 10 segments 50 characters in total, and can be set as Alpha, Numeric or, Alphanumeric as defined above.

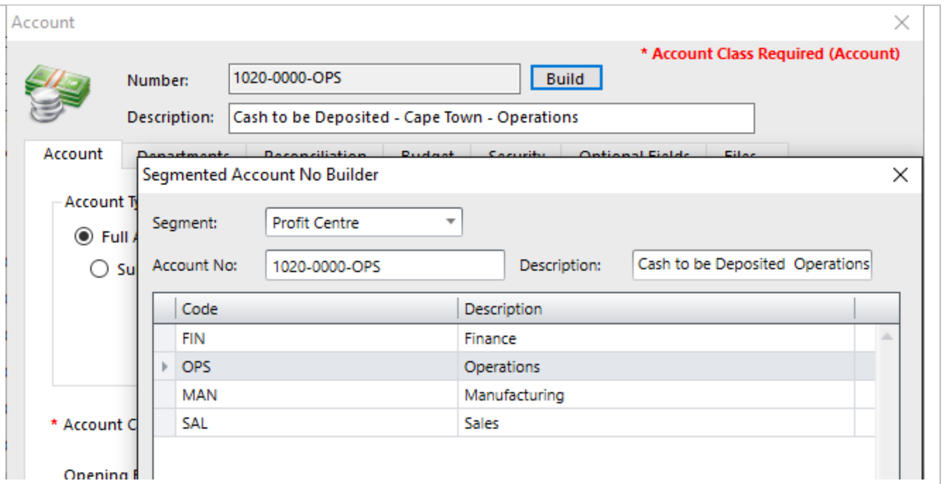


Building or Creating Accounts

Once you have created your segments (or building blocks) you then need to create your accounts. You do this by selecting the primary account segment then select the second segment. In doing this you ensure that only the accounts relevant to that segment (branch or department for example) are created.

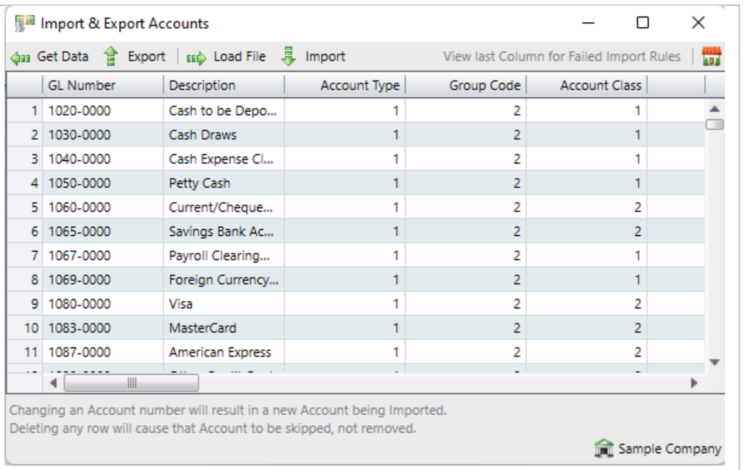
Using the Account Builder

The account builder function allows you to build your required accounts with the Segment definitions being added as they are selected as seem here.



Account Import

We also provide the ability to import your General Ledger accounts. You can find this in the Control Panel / Import & Export / Ledger Accounts.



General Ledger Reporting

The general ledger reporting function caters for up to 3 combinations of segment filters in most of the ledger Reports. In addition, you can select one of more of the segments to give you unsurpassed multi-dimensional financial view of your business.