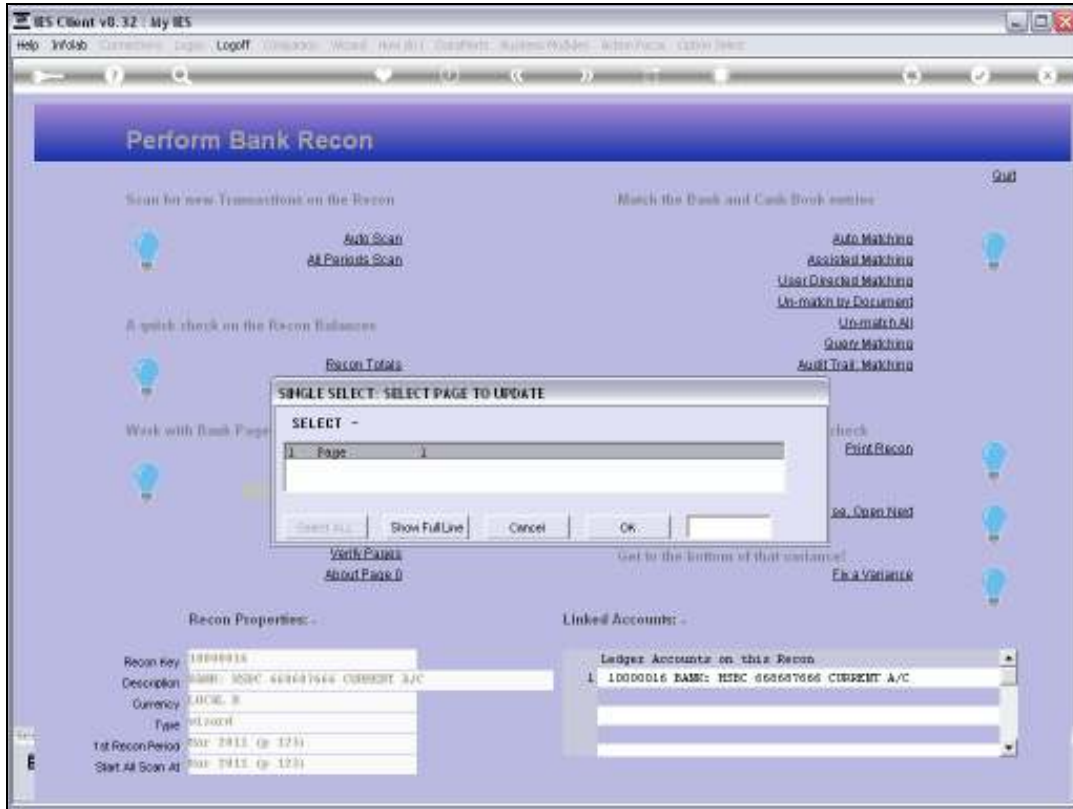
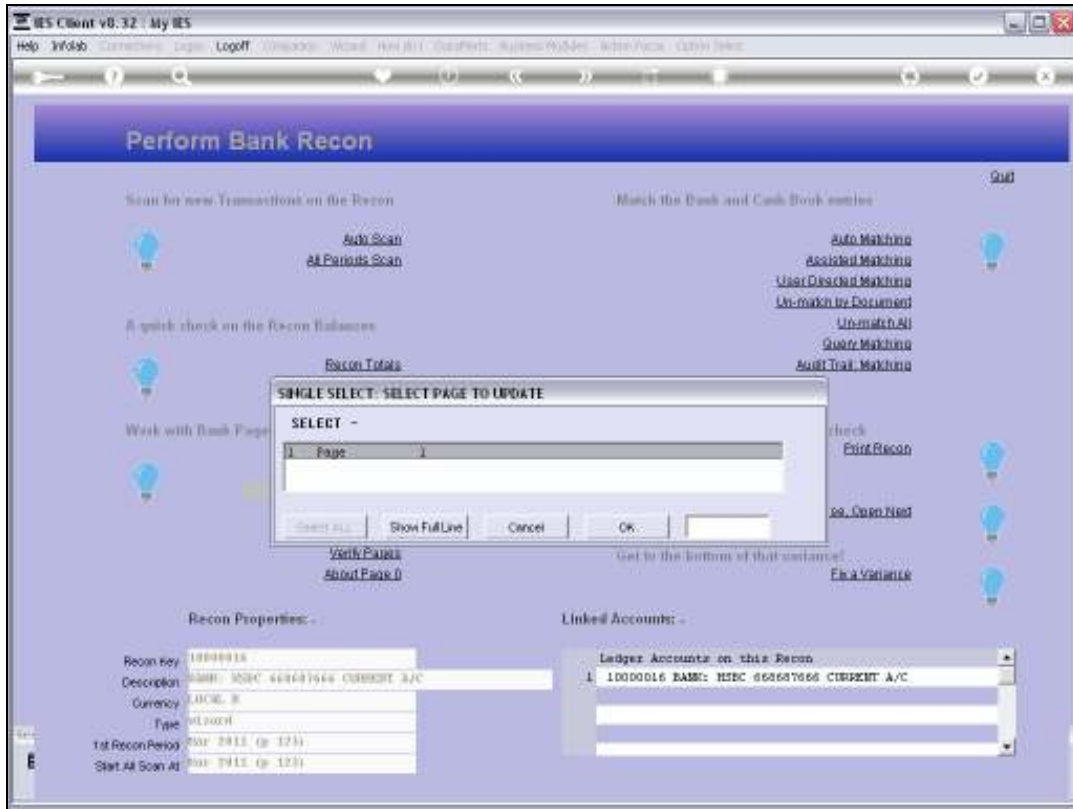


Slide 1

Slide notes: We will now perform some automatic Charges Journals, and we do it from the Bank Page.

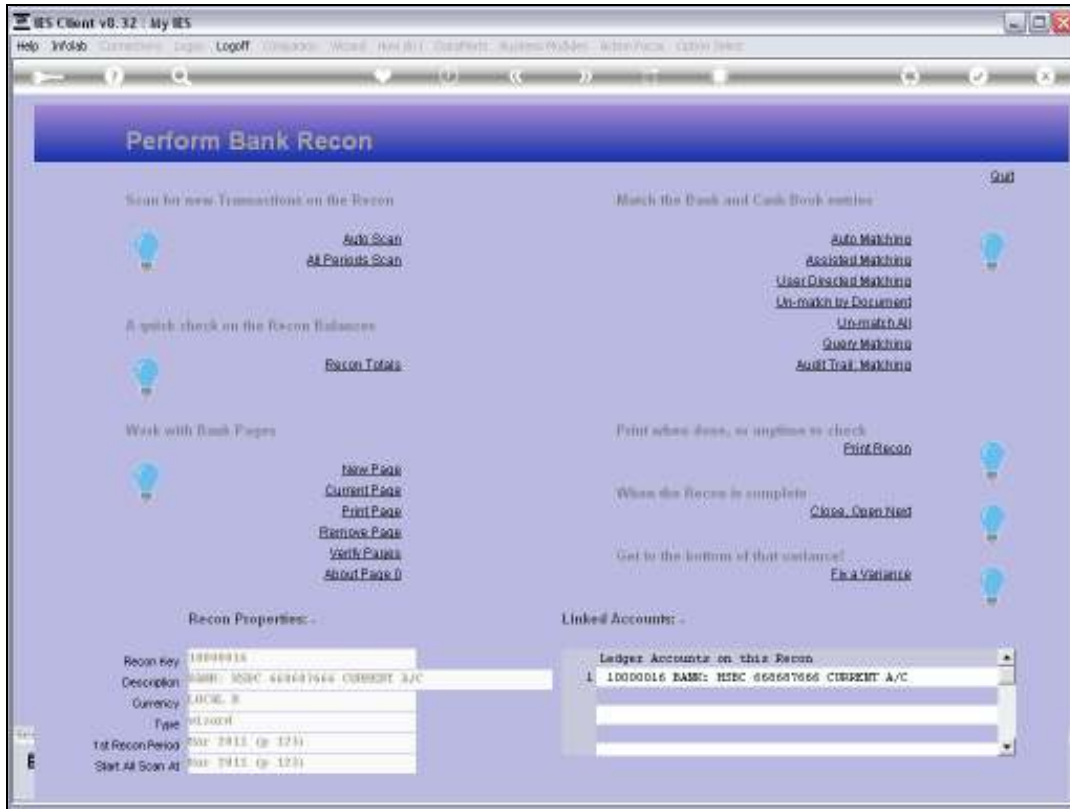


Slide 2  
Slide notes:

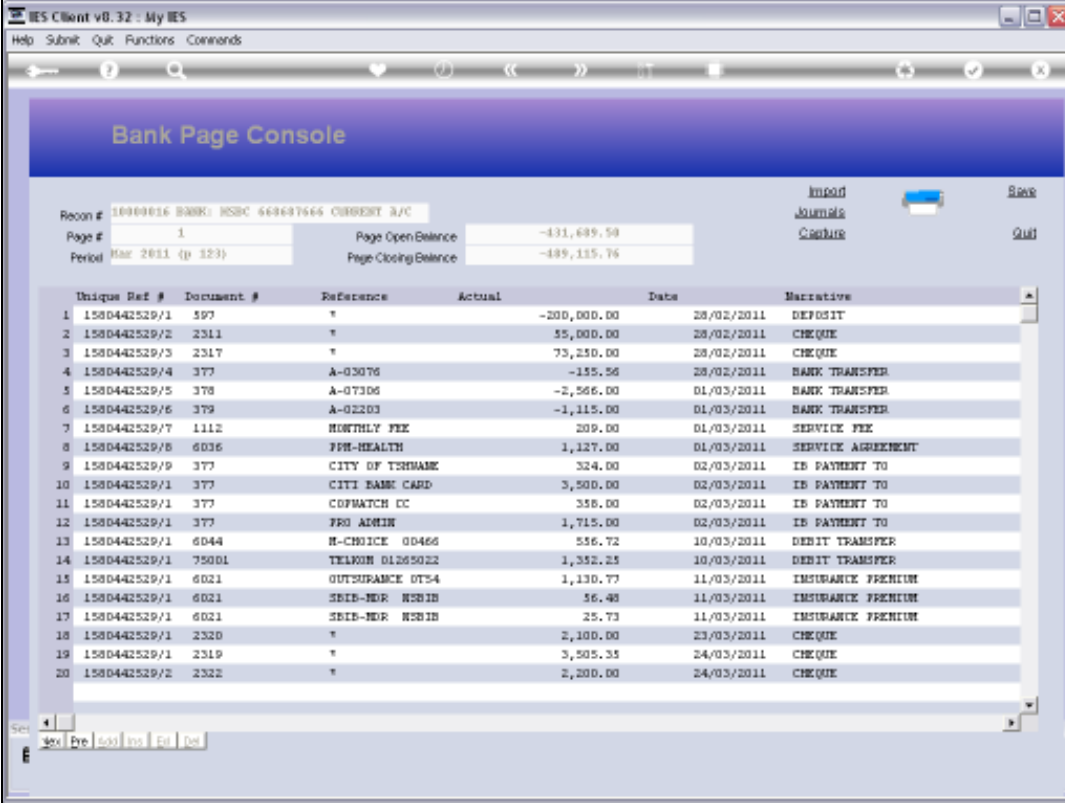


Slide 3

Slide notes:



Slide 4  
Slide notes:



**Bank Page Console**

Recon #: 10000016 BRNK: NSBC 668687666 CURRENT 3/C  
Page #: 1  
Period: Mar 2011 (p 123)

Page Open Balance: -431,689.50  
Page Closing Balance: -489,115.76

| Unique Ref #    | Document # | Reference        | Actual      | Date       | Narrative         |
|-----------------|------------|------------------|-------------|------------|-------------------|
| 1 158D442529/1  | 597        | *                | -200,000.00 | 28/02/2011 | DEPOSIT           |
| 2 158D442529/2  | 2311       | *                | 55,000.00   | 28/02/2011 | CHEQUE            |
| 3 158D442529/3  | 2317       | *                | 73,250.00   | 28/02/2011 | CHEQUE            |
| 4 158D442529/4  | 377        | A-03076          | -155.56     | 28/02/2011 | BANK TRANSFER     |
| 5 158D442529/5  | 378        | A-07306          | -2,566.00   | 01/03/2011 | BANK TRANSFER     |
| 6 158D442529/6  | 379        | A-02203          | -1,115.00   | 01/03/2011 | BANK TRANSFER     |
| 7 158D442529/7  | 1112       | MONTHLY FEE      | 209.00      | 01/03/2011 | SERVICE FEE       |
| 8 158D442529/8  | 6036       | FFM-HEALTH       | 1,127.00    | 01/03/2011 | SERVICE AGREEMENT |
| 9 158D442529/9  | 377        | CITY OF TORONTO  | 324.00      | 02/03/2011 | ID PAYMENT TO     |
| 10 158D442529/1 | 377        | CITY BANK CARD   | 5,500.00    | 02/03/2011 | ID PAYMENT TO     |
| 11 158D442529/1 | 377        | COPWATCH CC      | 358.00      | 02/03/2011 | ID PAYMENT TO     |
| 12 158D442529/1 | 377        | PEG ADMIN        | 1,715.00    | 02/03/2011 | ID PAYMENT TO     |
| 13 158D442529/1 | 6044       | H-CHOICE 00466   | 556.72      | 10/03/2011 | DEBIT TRANSFER    |
| 14 158D442529/1 | 75001      | TELEKOM 01265022 | 1,352.25    | 10/03/2011 | DEBIT TRANSFER    |
| 15 158D442529/1 | 6021       | OUTSURANCE OTS4  | 1,130.77    | 11/03/2011 | INSURANCE PREMIUM |
| 16 158D442529/1 | 6021       | SEIB-NDR NSBIN   | 56.48       | 11/03/2011 | INSURANCE PREMIUM |
| 17 158D442529/1 | 6021       | SEIB-NDR NSBIN   | 25.73       | 11/03/2011 | INSURANCE PREMIUM |
| 18 158D442529/1 | 2320       | *                | 2,100.00    | 23/03/2011 | CHEQUE            |
| 19 158D442529/1 | 2319       | *                | 3,505.35    | 24/03/2011 | CHEQUE            |
| 20 158D442529/2 | 2322       | *                | 2,200.00    | 24/03/2011 | CHEQUE            |

Slide 5  
Slide notes:

IES Client v8.32 : My IES

Help InfoLab Connections Login Logout Companion Wizard How do I DataParts Business Modules ActionFocus Option Select

### Bank Page Console

Recon #: 10000016 BRNK: NSBC 648487644 CURRENT 3/C

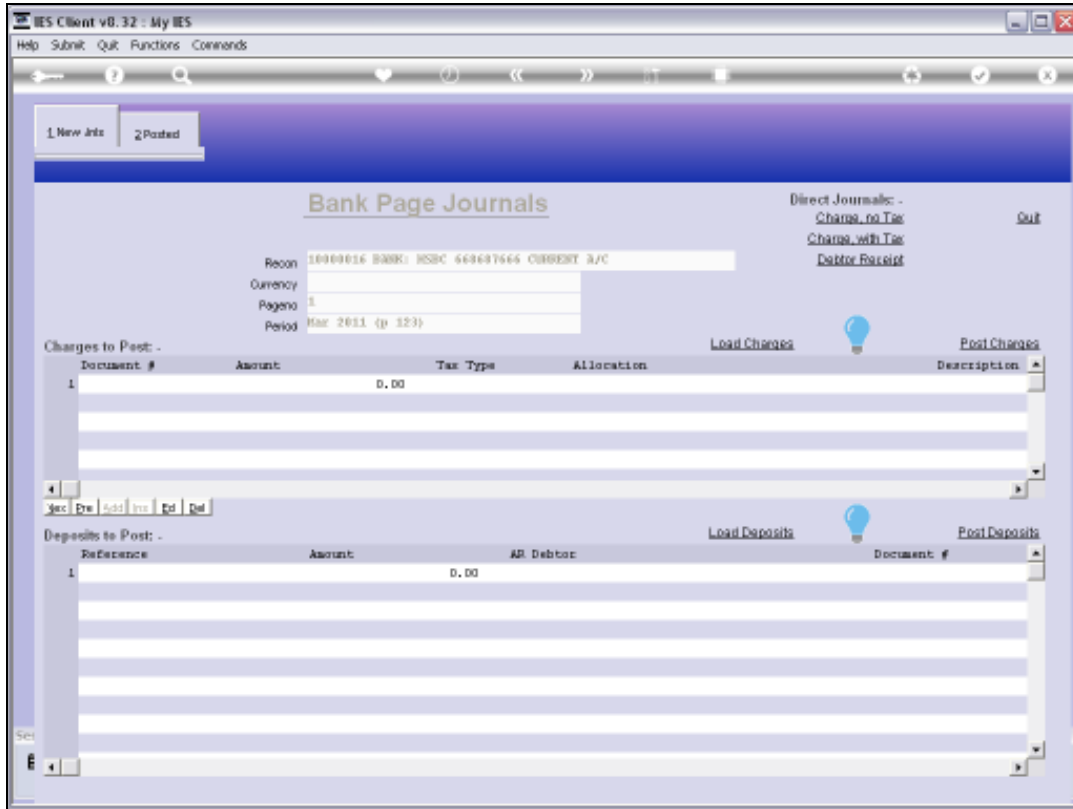
Page #: 1 Page Open Balance: -431,489.50

Period: Mar 2011 (p 123) Page Closing Balance: -489,115.76

| Unique Ref # | Document #   | Reference | Actual           | Date        | Narrative                    |
|--------------|--------------|-----------|------------------|-------------|------------------------------|
| 1            | 158D442529/1 | 597       | *                | -200,000.00 | 28/02/2011 DEPOSIT           |
| 2            | 158D442529/2 | 2311      | *                | 55,000.00   | 28/02/2011 CHECK             |
| 3            | 158D442529/3 | 2317      | *                | 73,250.00   | 28/02/2011 CHECK             |
| 4            | 158D442529/4 | 377       | A-03076          | -155.56     | 28/02/2011 BANK TRANSFER     |
| 5            | 158D442529/5 | 378       | A-07306          | -2,566.00   | 01/03/2011 BANK TRANSFER     |
| 6            | 158D442529/6 | 379       | A-02203          | -1,115.00   | 01/03/2011 BANK TRANSFER     |
| 7            | 158D442529/7 | 1112      | MONTHLY FEE      | 209.00      | 01/03/2011 SERVICE FEE       |
| 8            | 158D442529/8 | 6036      | FFM-HEALTH       | 1,127.00    | 01/03/2011 SERVICE AGREEMENT |
| 9            | 158D442529/9 | 377       | CITY OF TORONTO  | 324.00      | 02/03/2011 IB PAYMENT TO     |
| 10           | 158D442529/1 | 377       | CITY BANK CARD   | 3,500.00    | 02/03/2011 IB PAYMENT TO     |
| 11           | 158D442529/1 | 377       | COFWATCH CC      | 358.00      | 02/03/2011 IB PAYMENT TO     |
| 12           | 158D442529/1 | 377       | PRO ADMIN        | 1,715.00    | 02/03/2011 IB PAYMENT TO     |
| 13           | 158D442529/1 | 6044      | R-CHOICE 00466   | 556.72      | 10/03/2011 DEBIT TRANSFER    |
| 14           | 158D442529/1 | 75001     | TELKOM D1265022  | 1,352.25    | 10/03/2011 DEBIT TRANSFER    |
| 15           | 158D442529/1 | 6021      | OUTSURANCE OTS-4 | 1,130.77    | 11/03/2011 INSURANCE PREMIUM |
| 16           | 158D442529/1 | 6021      | SBIS-MER NSBIB   | 56.48       | 11/03/2011 INSURANCE PREMIUM |
| 17           | 158D442529/1 | 6021      | SBIS-MER NSBIB   | 25.73       | 11/03/2011 INSURANCE PREMIUM |
| 18           | 158D442529/1 | 2320      | *                | 2,100.00    | 23/03/2011 CHECK             |
| 19           | 158D442529/1 | 2319      | *                | 3,505.35    | 24/03/2011 CHECK             |
| 20           | 158D442529/2 | 2322      | *                | 2,200.00    | 24/03/2011 CHECK             |

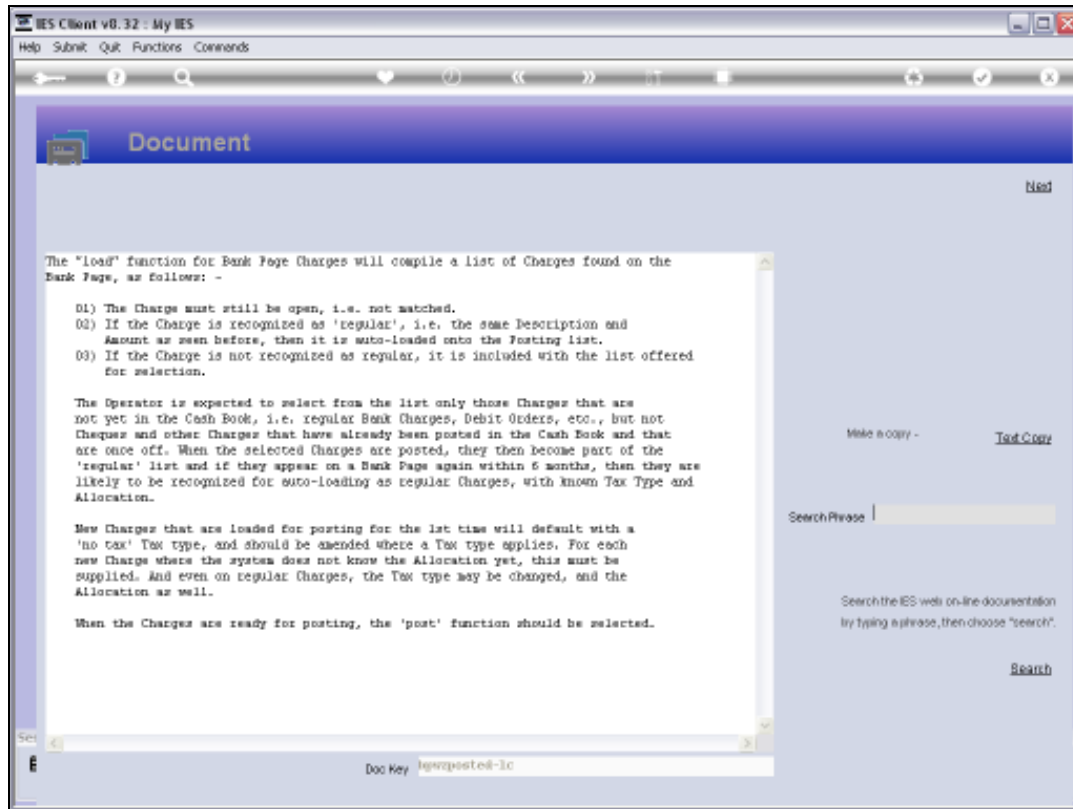
Session Info: Tim [ @ Ies Business - tesbusiness ] is using IES

Slide 6  
Slide notes:



Slide 7

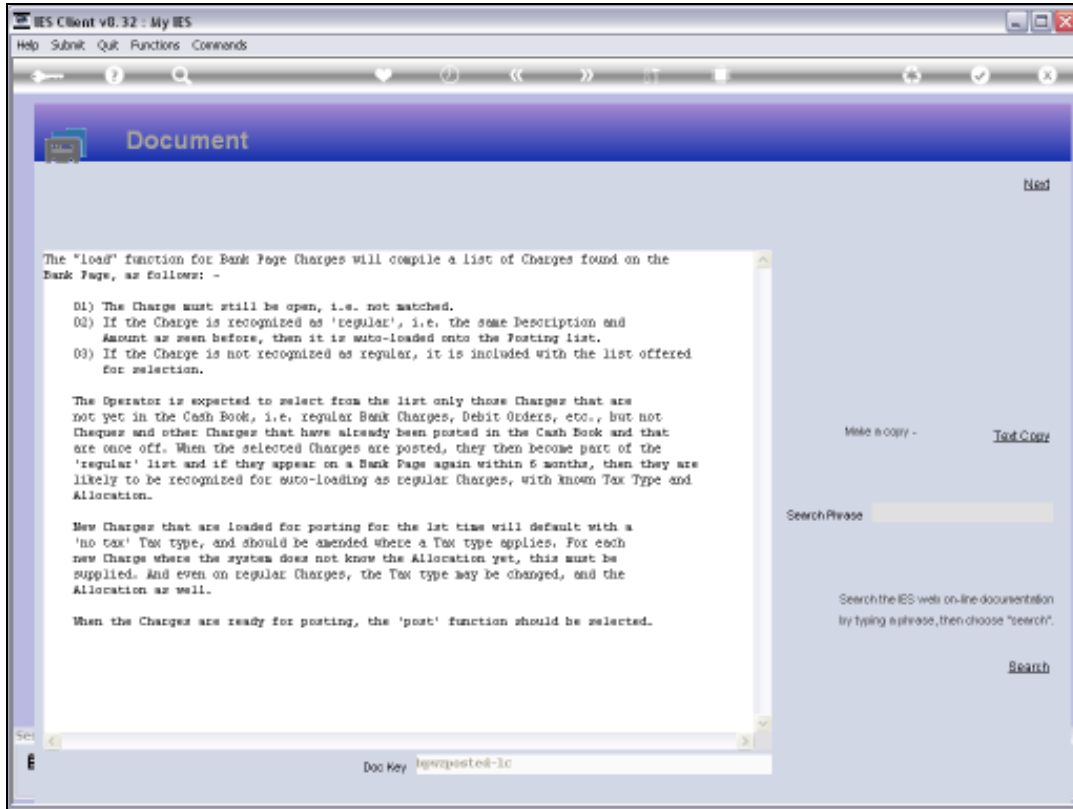
Slide notes: First we look at the help document.



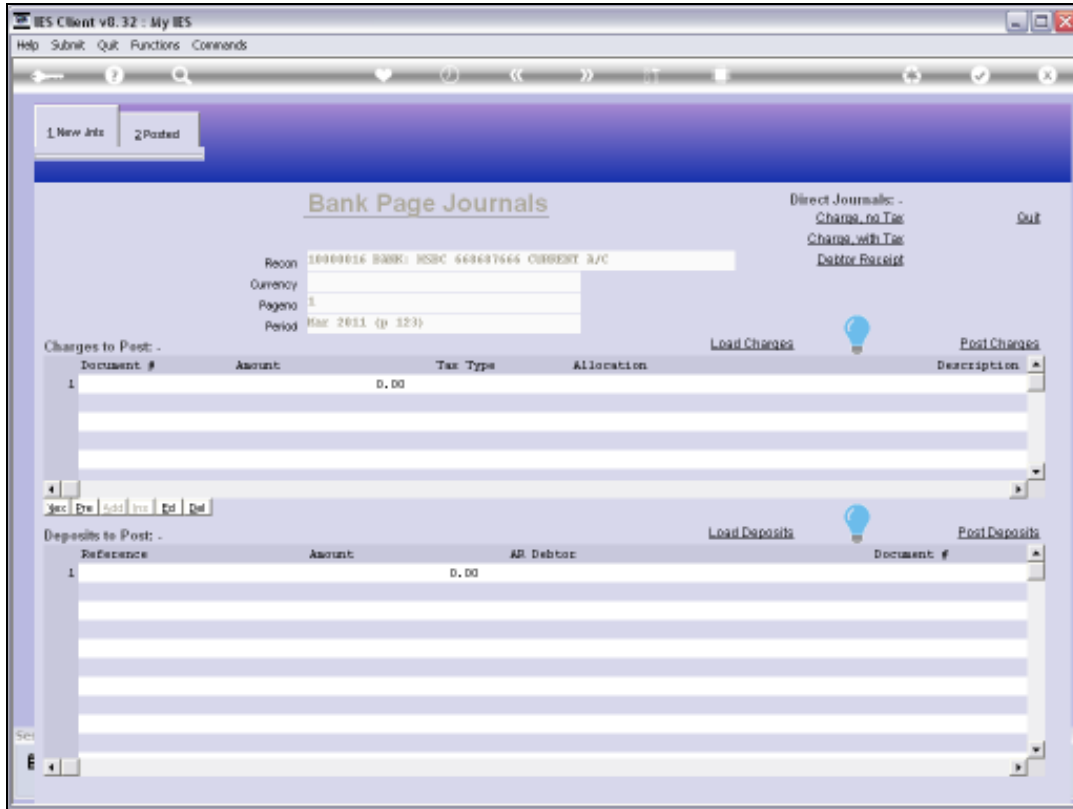
## Slide 8

Slide notes: Automatic Charge Journals are intended for regular charges that appear on the Bank Pages but that are not posted in the Cash Book before we receive the Bank Statement. In other words, we only know about these charges once we see them on the Bank Pages, and typical examples include Bank Charges, Stop Orders and Debit Orders. Charges that we know of beforehand, like Cheques, will already be posted in the Cash Book, and we do not want to post those twice.

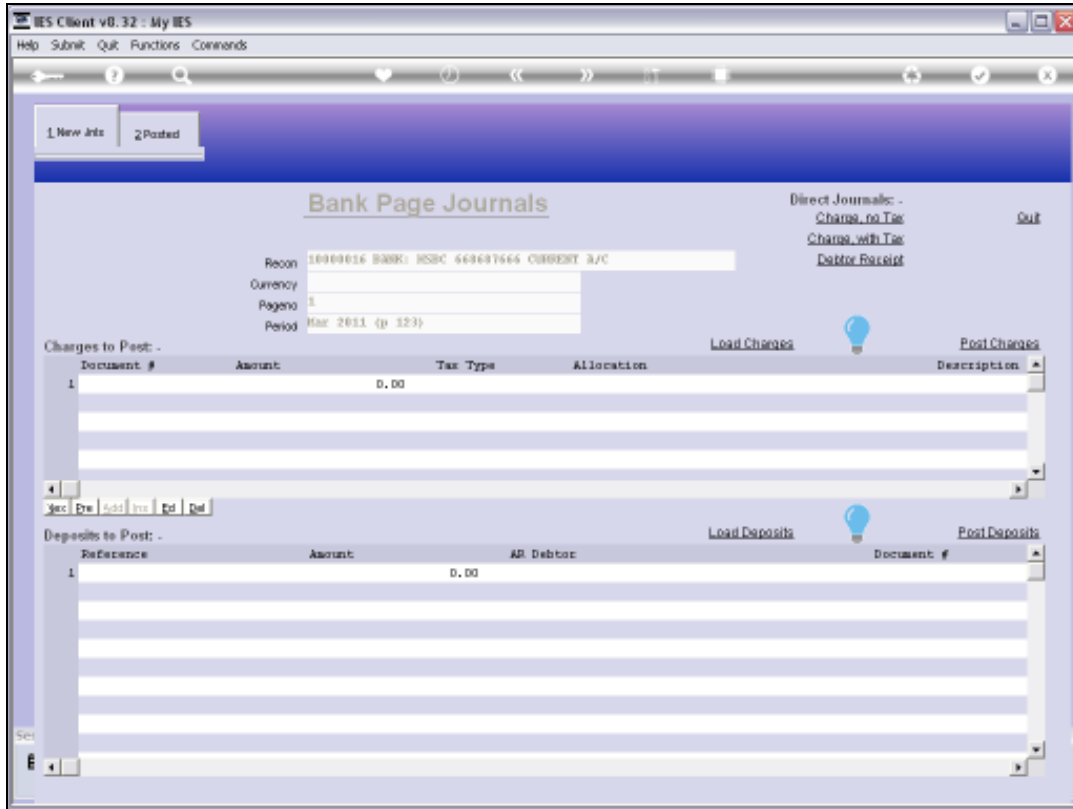




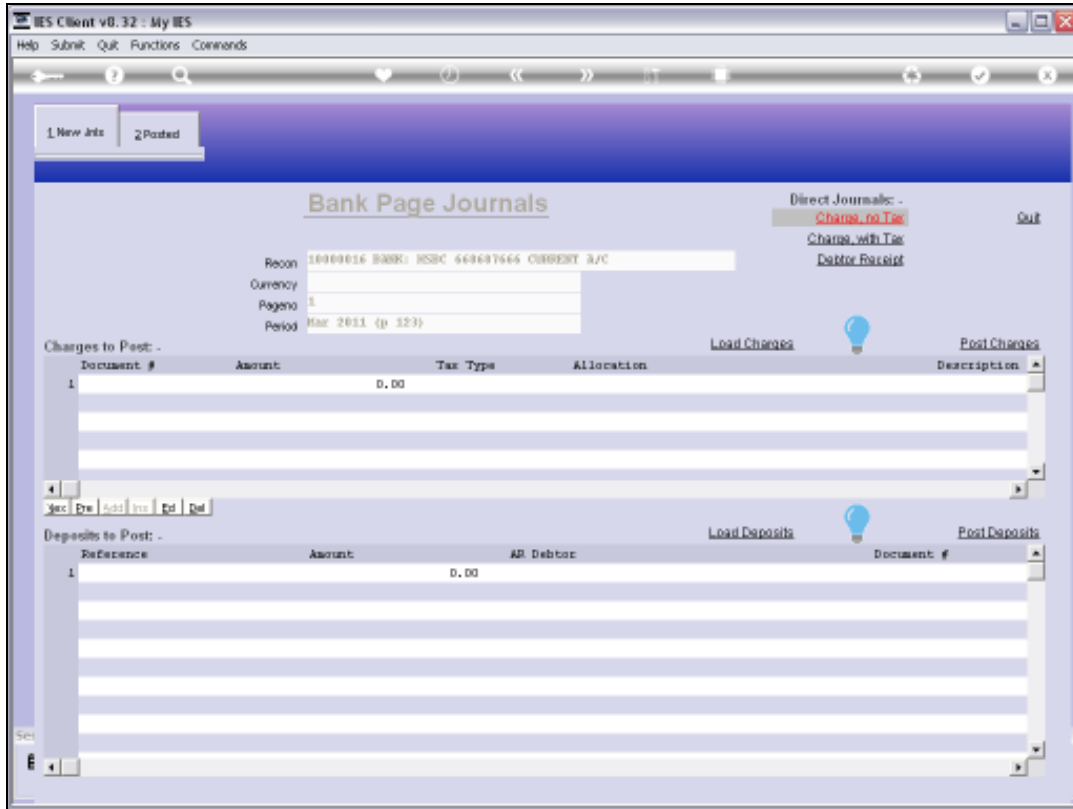
Slide 9  
Slide notes:



Slide 10  
Slide notes:

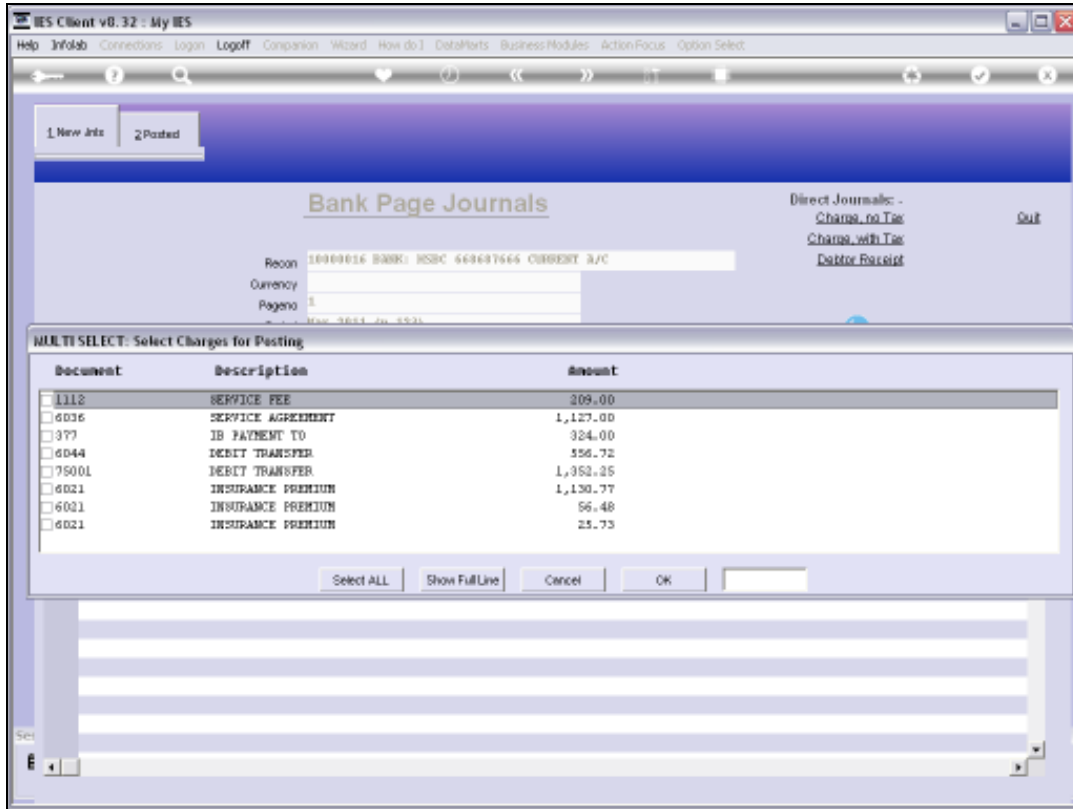


Slide 11  
Slide notes:



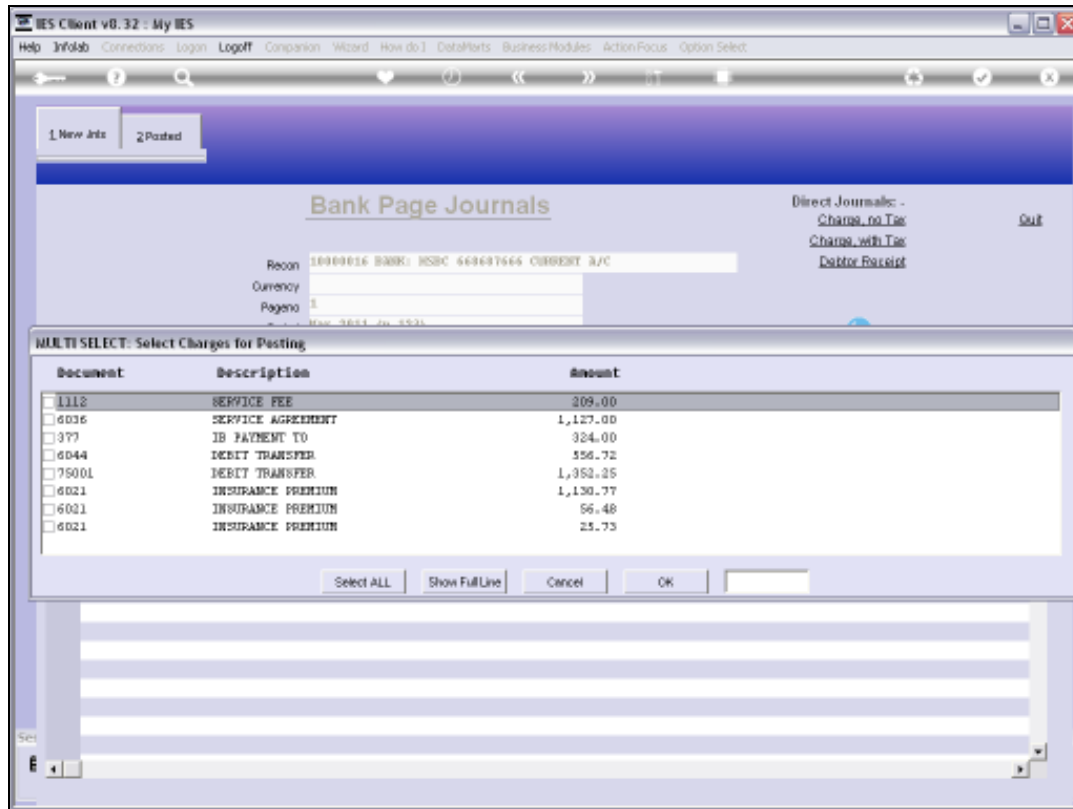
Slide 12

Slide notes: We also have entry options to Direct Journals at the top, provided we have access to such Journals, but that is not what we wish to do now.



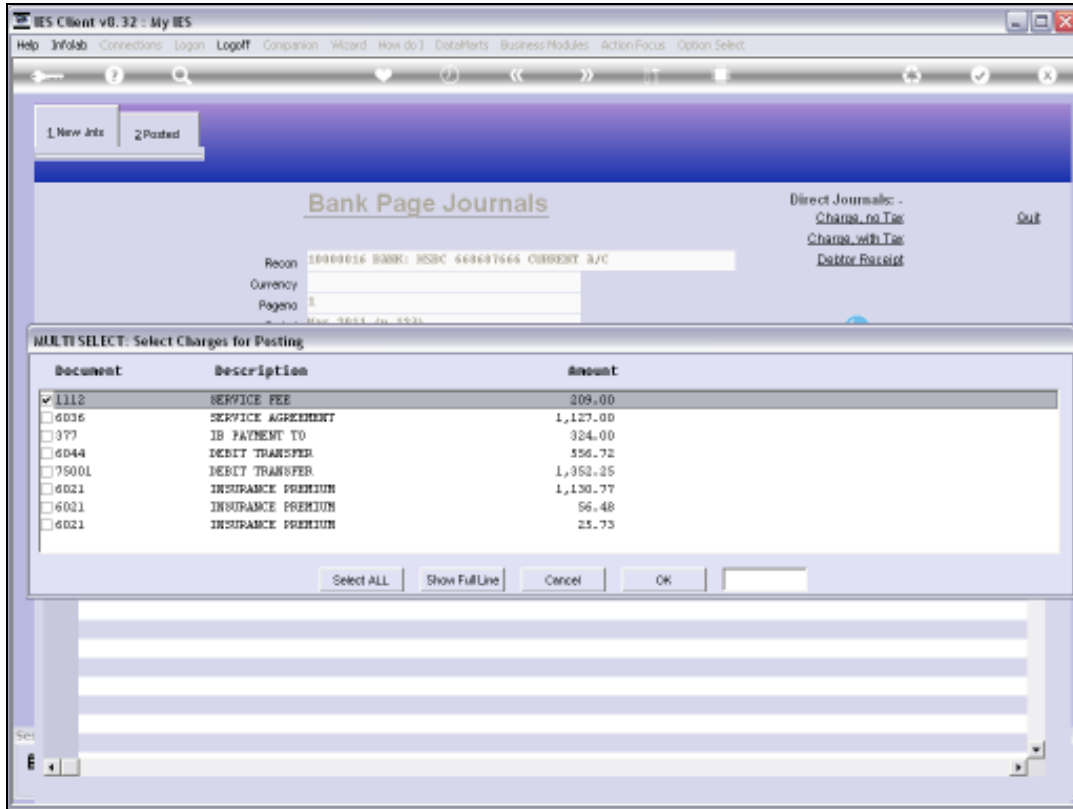
Slide 13

Slide notes: When we choose 'Load Charges', then we are offered a list of Charges on this Bank Page that are not yet matched. This may include Cheques and Charges that are already posted in the Cash Book, so we only want to select Charges that we know and recognize as not yet posted in the Cash Book.

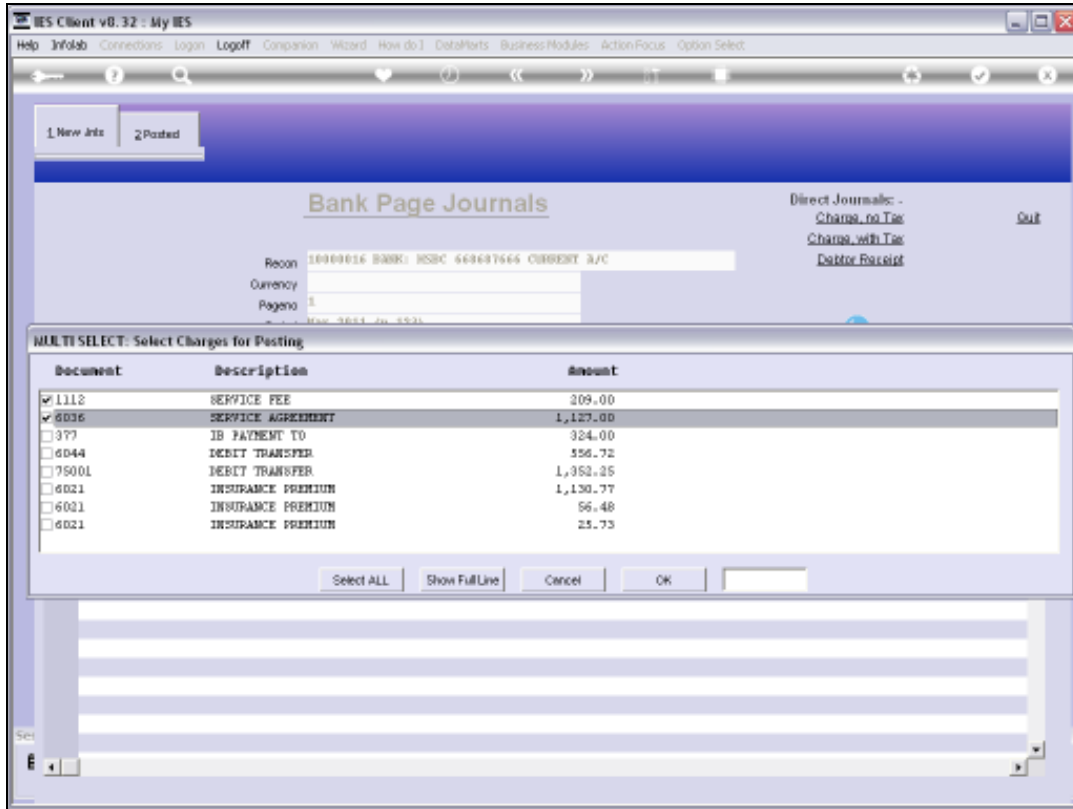


## Slide 14

Slide notes: In this example, we have only regular Charges listed, i.e. ones that are not yet in the Cash Book, and in this example they are Charges that we have not yet flagged as regular Charges before. This is because it is a new Recon where we are only on the 1st Bank Page. Next month, any regular Charges that are already recognized will load automatically and we will not have to select them.

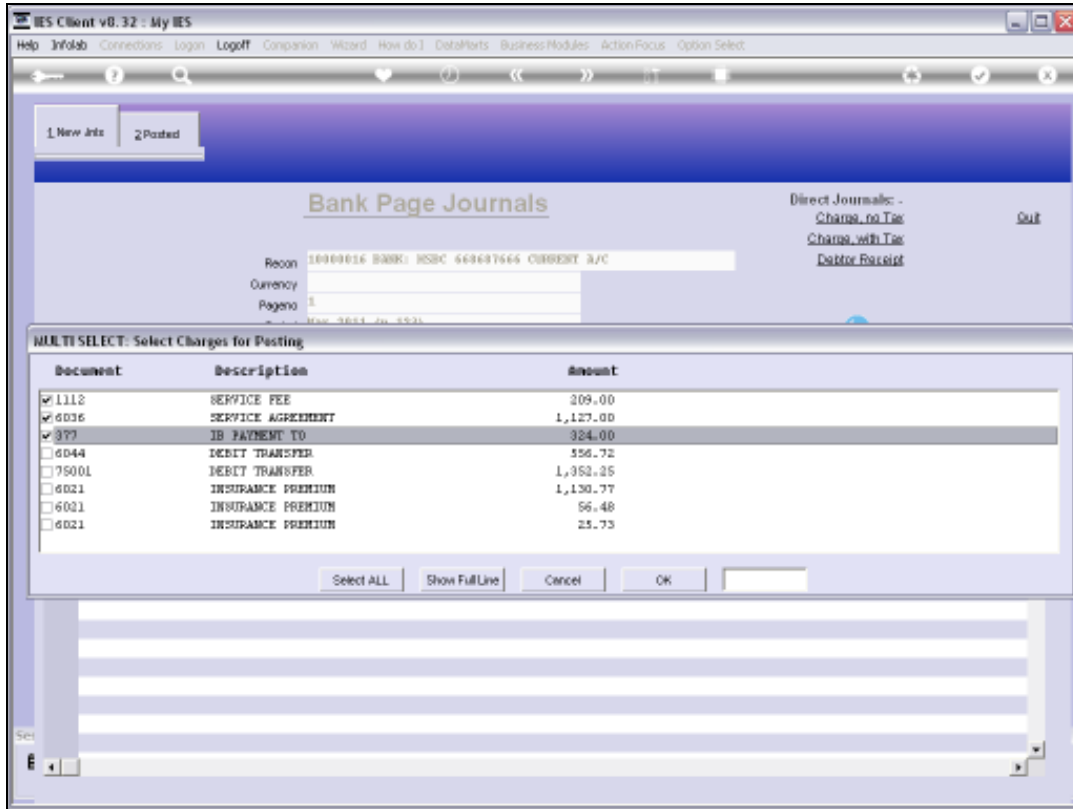


Slide 15  
Slide notes:

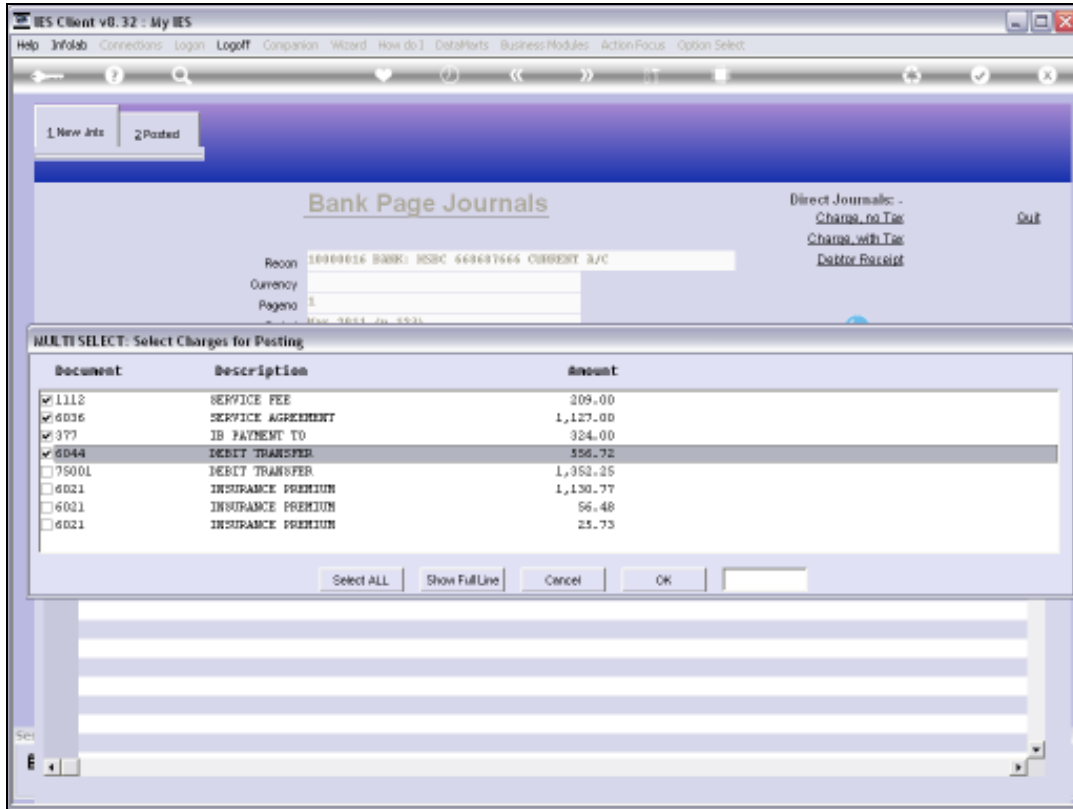


Slide 16  
Slide notes:

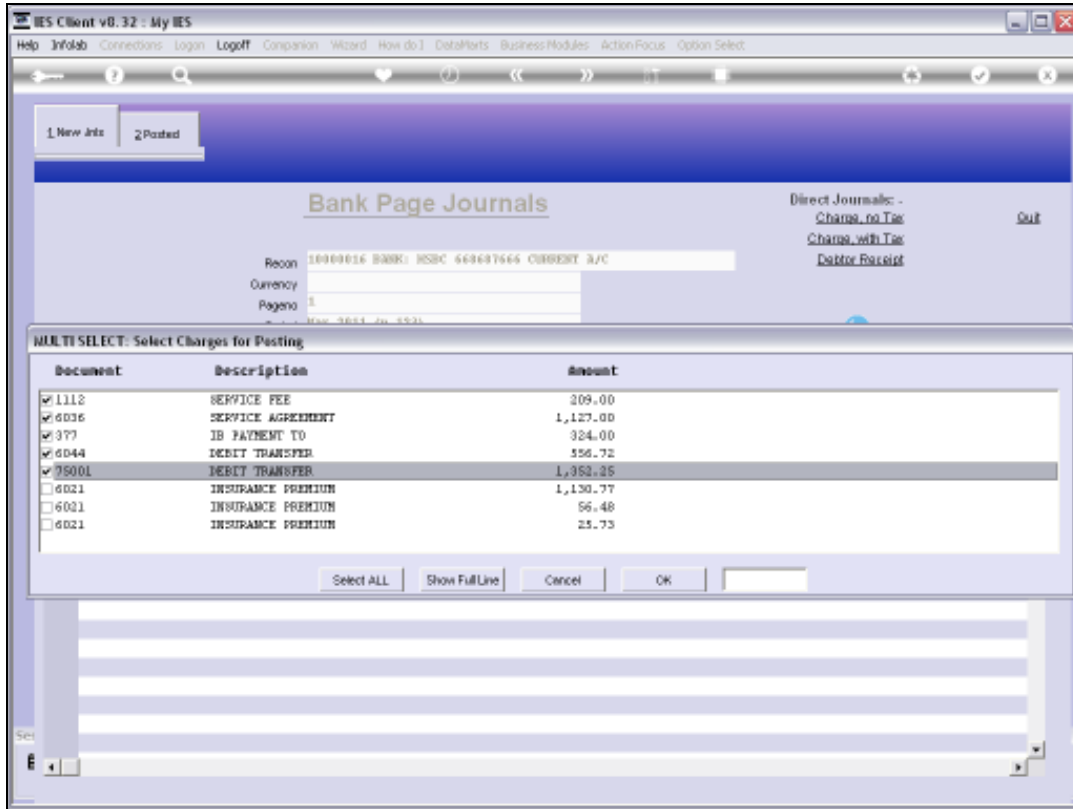




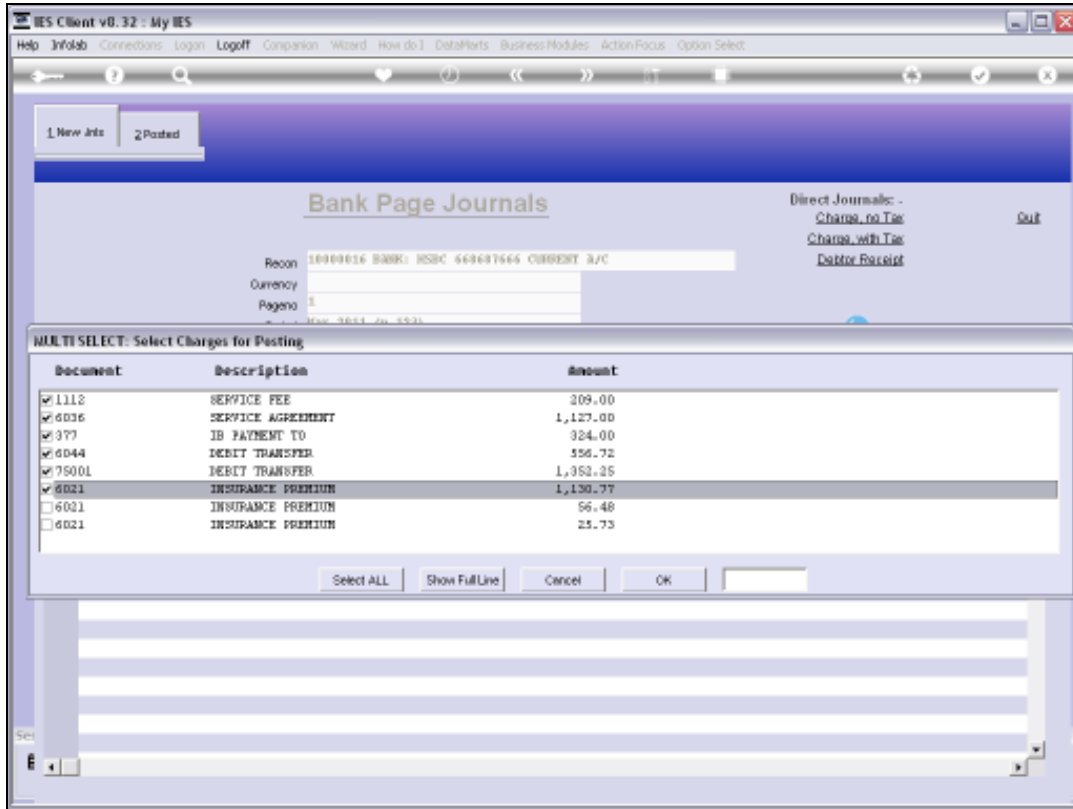
Slide 17  
Slide notes:



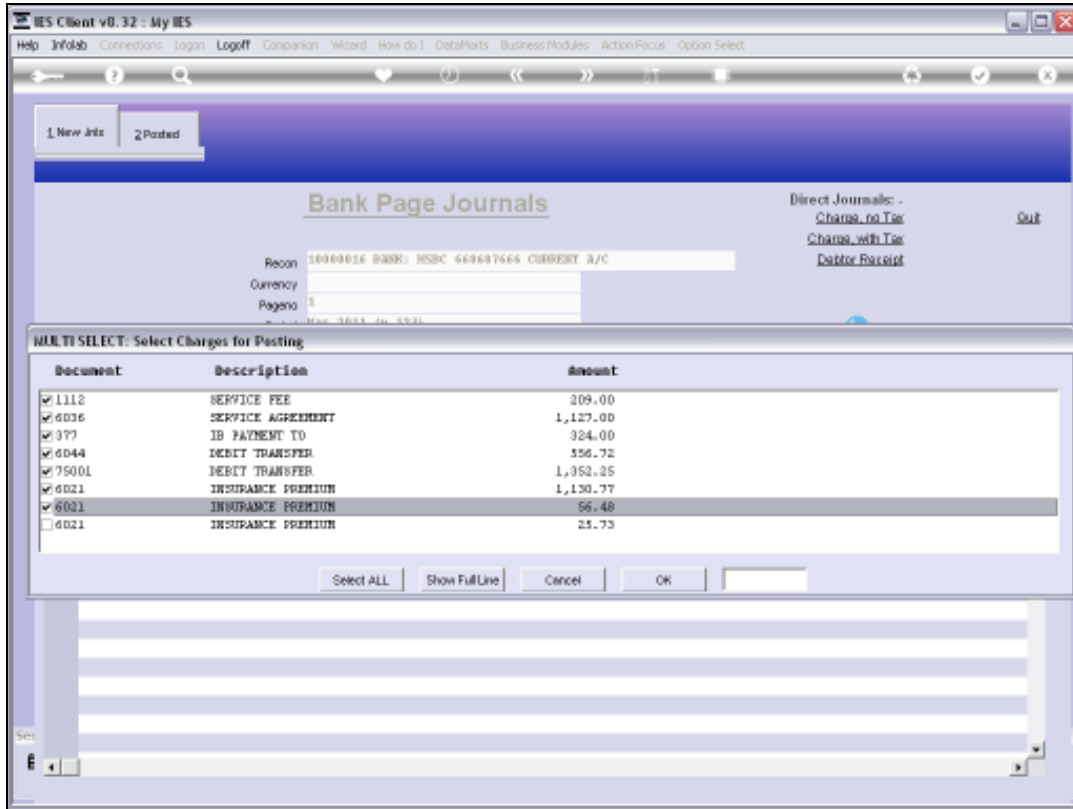
Slide 18  
Slide notes:



Slide 19  
Slide notes:

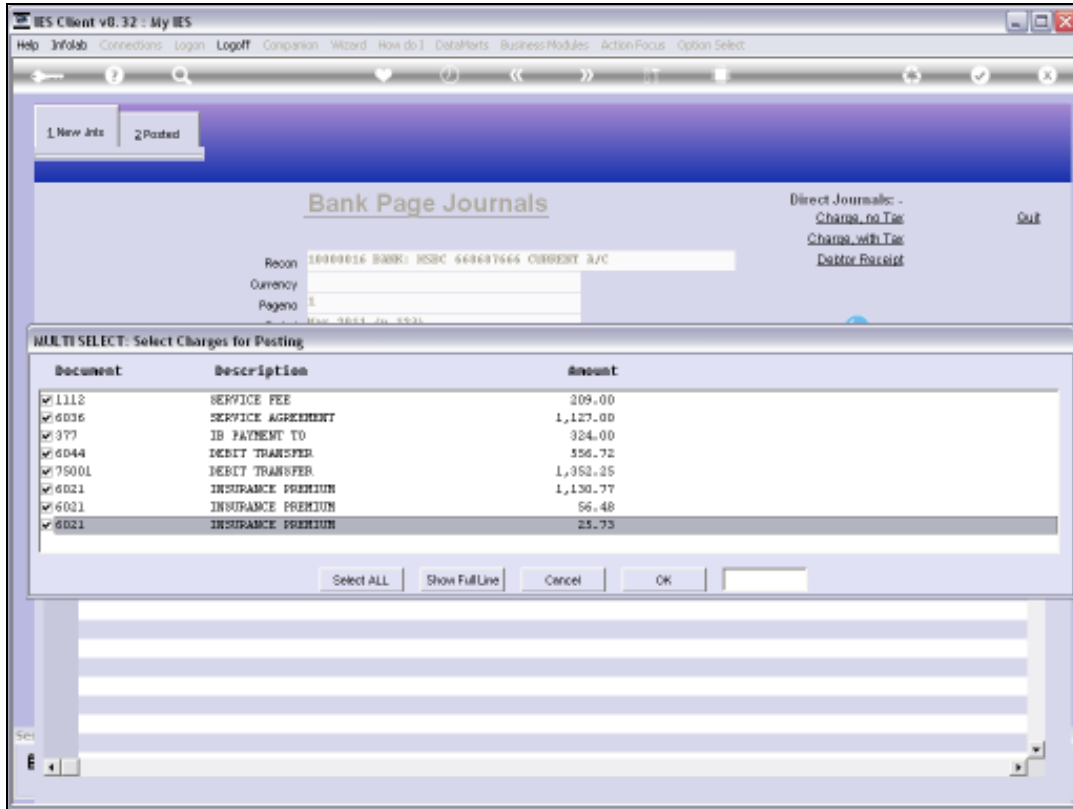


Slide 20  
Slide notes:



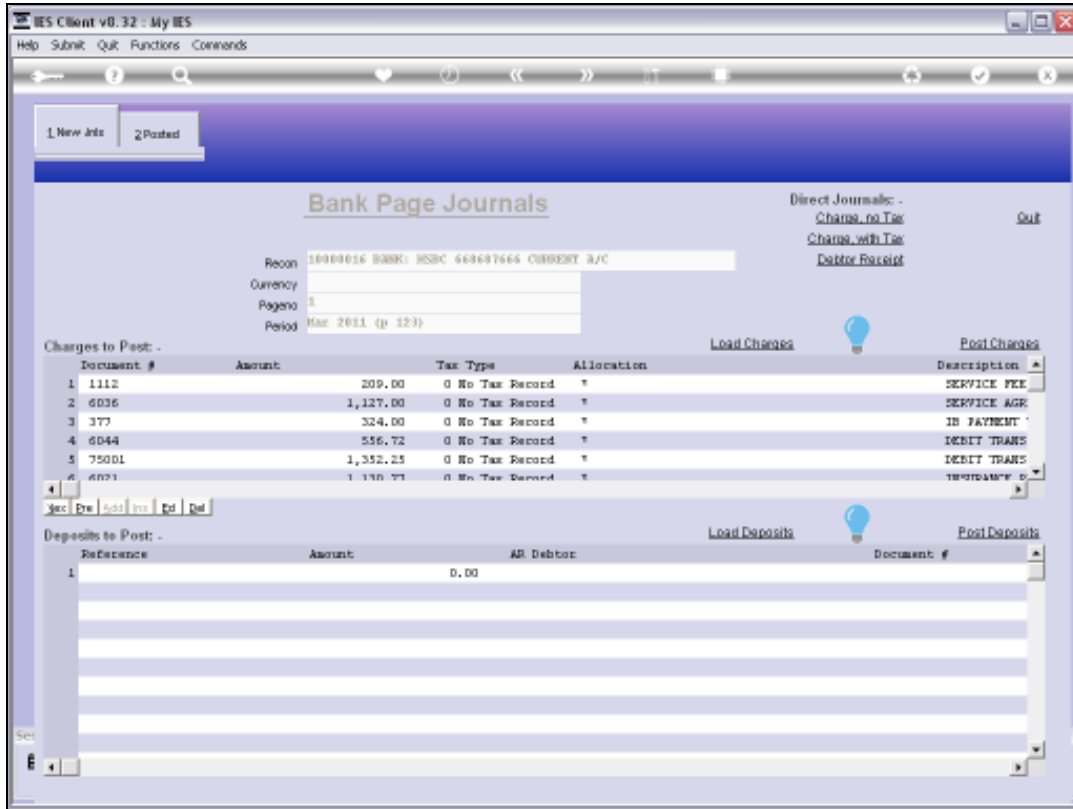
Slide 21

Slide notes:

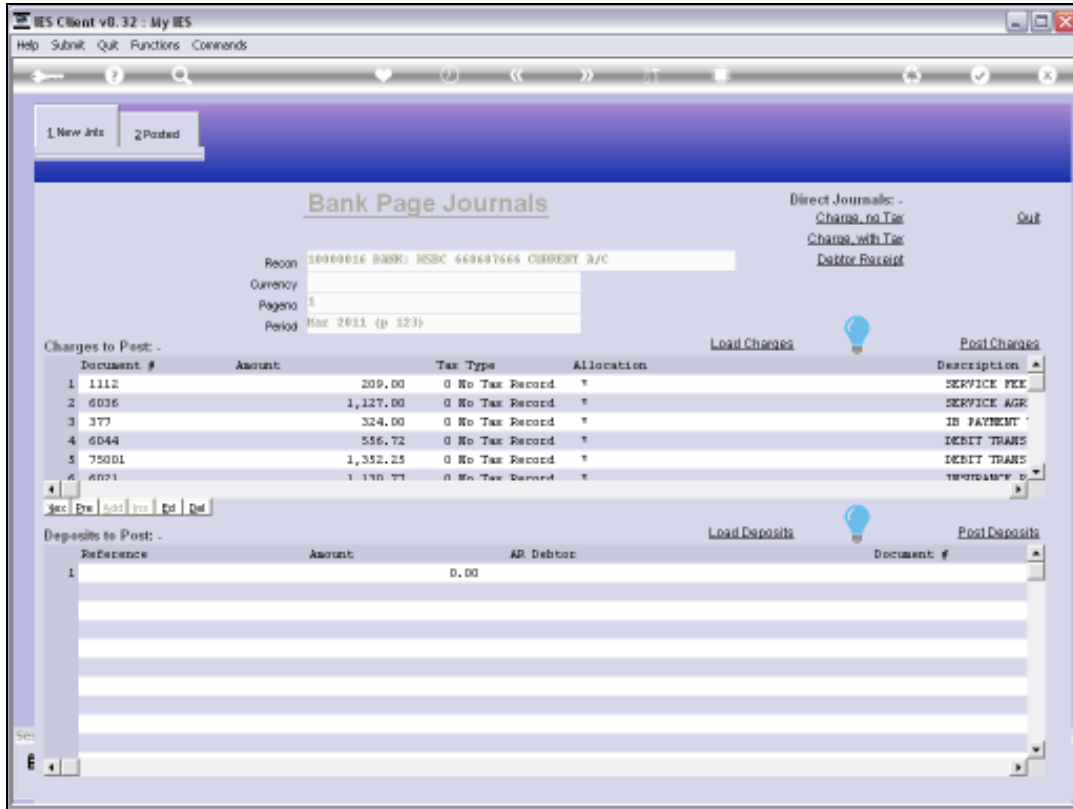


Slide 22

Slide notes: So we are now accepting all the Items on this list as regular Charges. When we post these Charges, they are also flagged as regular Charges so if they come up again in future with the same Amount and Description, then they will be recognized and load automatically, even with the Tax Types and Allocations that we are now going to select.



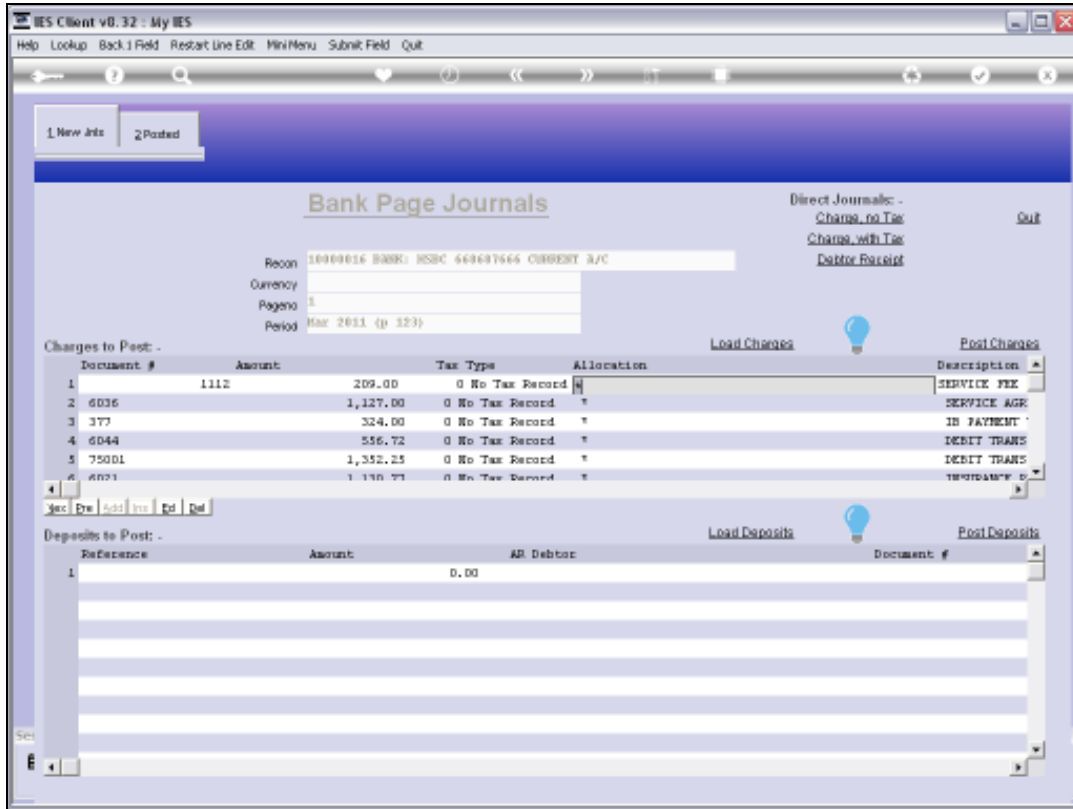
Slide 23  
Slide notes:



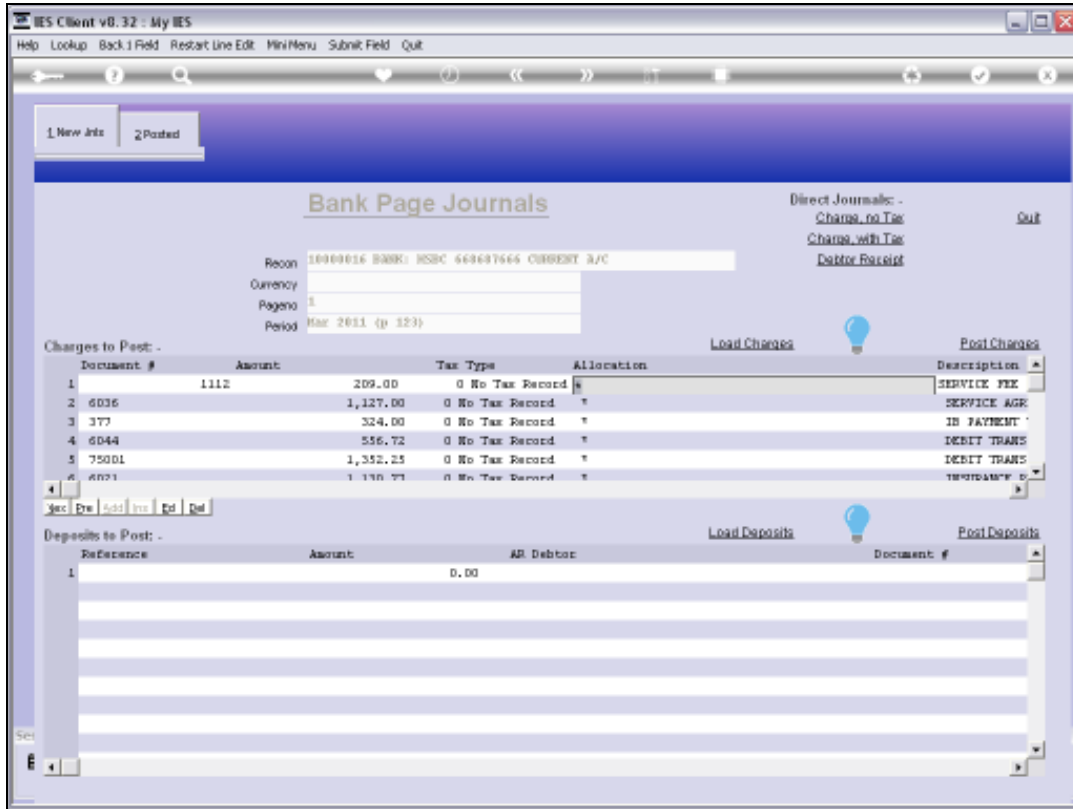
Slide 24

Slide notes: Because this is the first time we flag these Charges as regular, the system does not know yet which Allocations in the Ledger to use, nor the Tax Types. In future, if the Amounts and Descriptions are the same, then we do not have to choose the Allocations and Tax Types again, unless for some reason they need to change, in which case we can perform such changes before choosing the 'post' function.

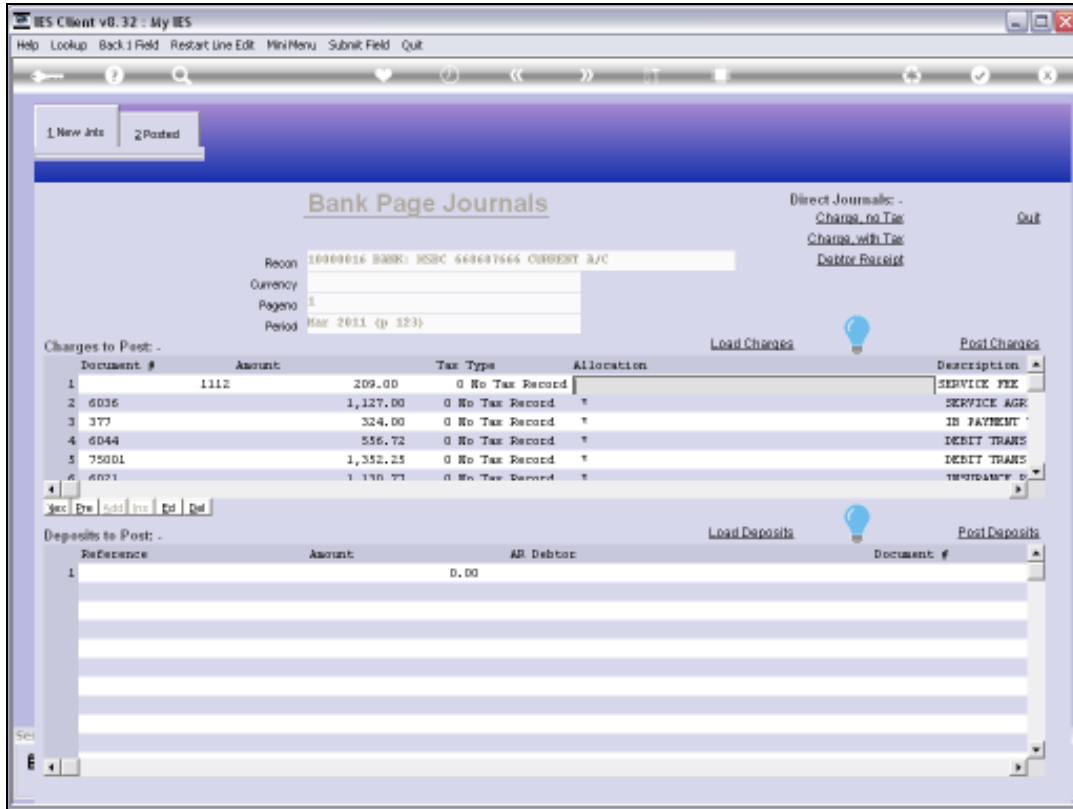




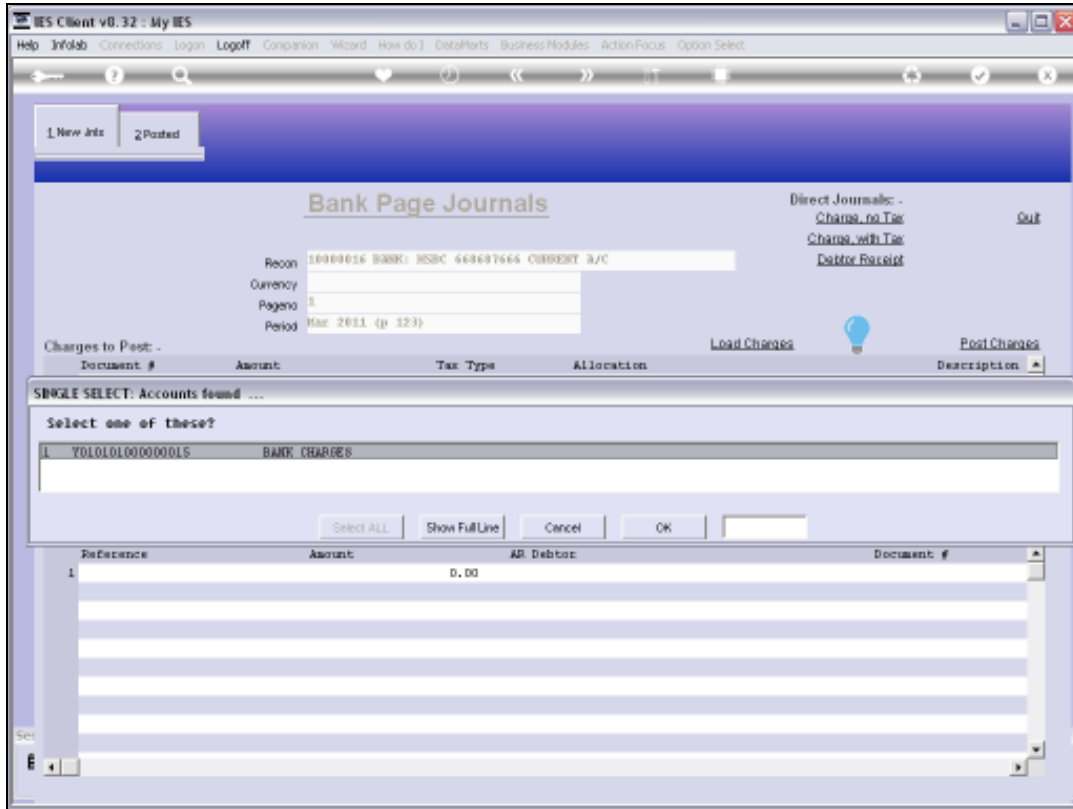
Slide 25  
Slide notes:



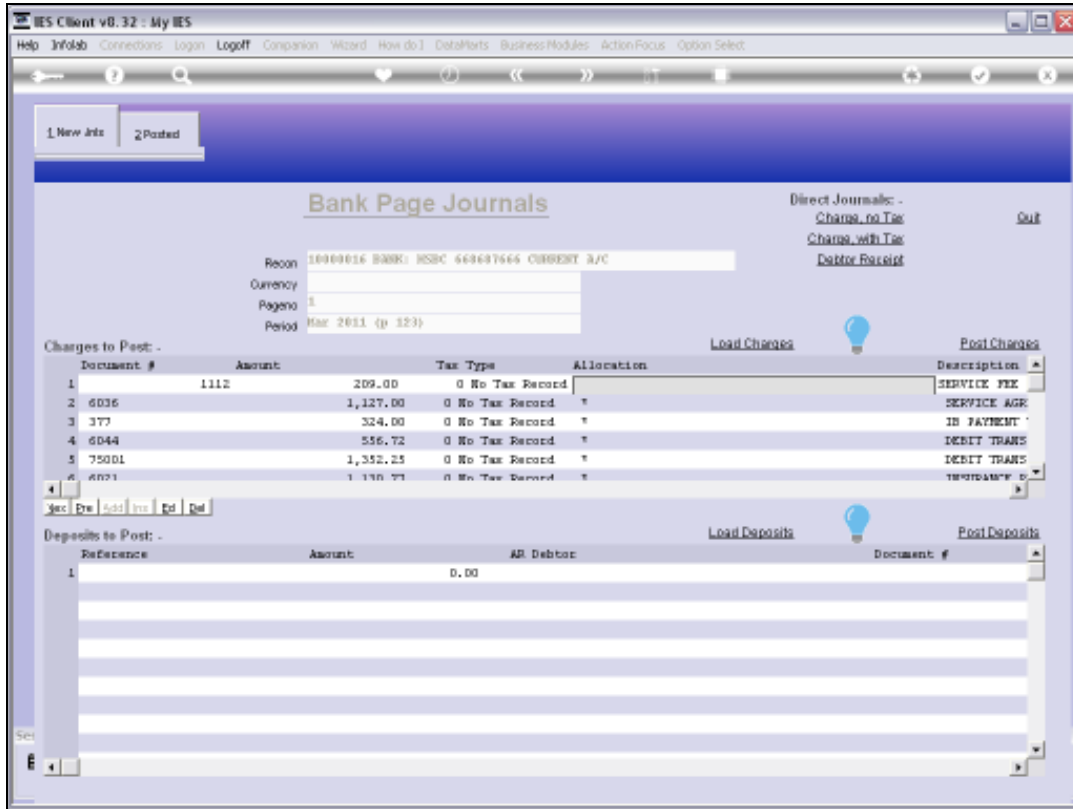
Slide 26  
Slide notes:



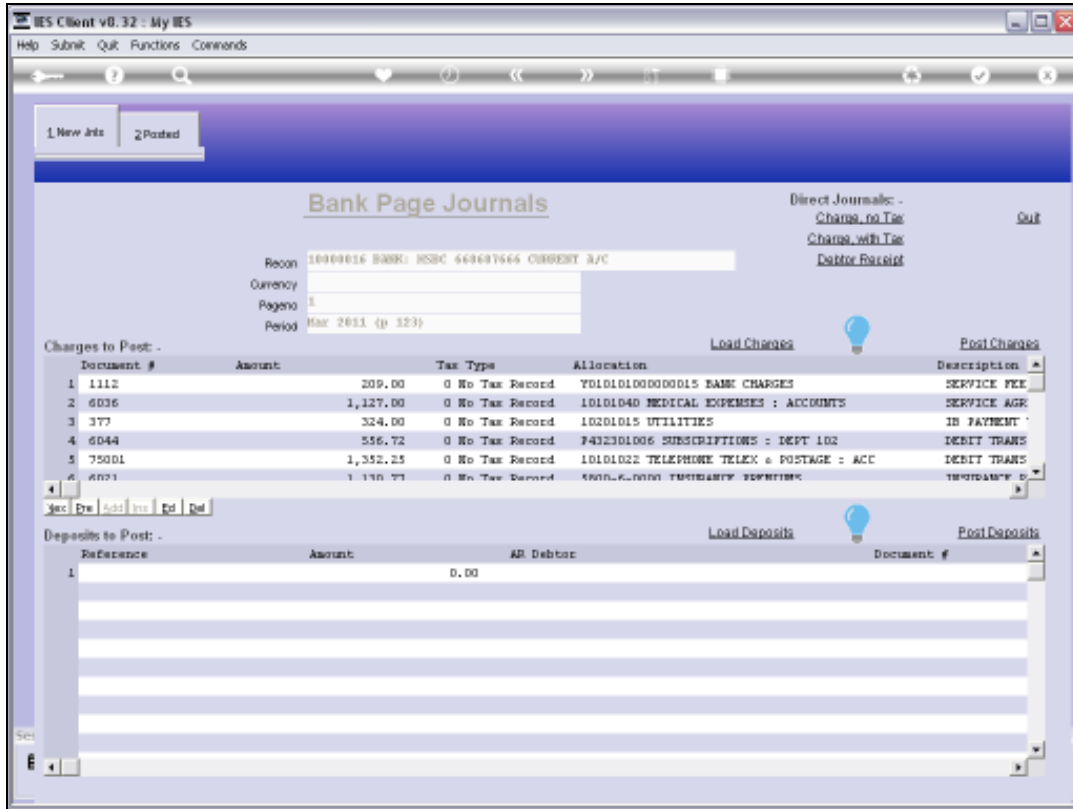
Slide 27  
Slide notes:



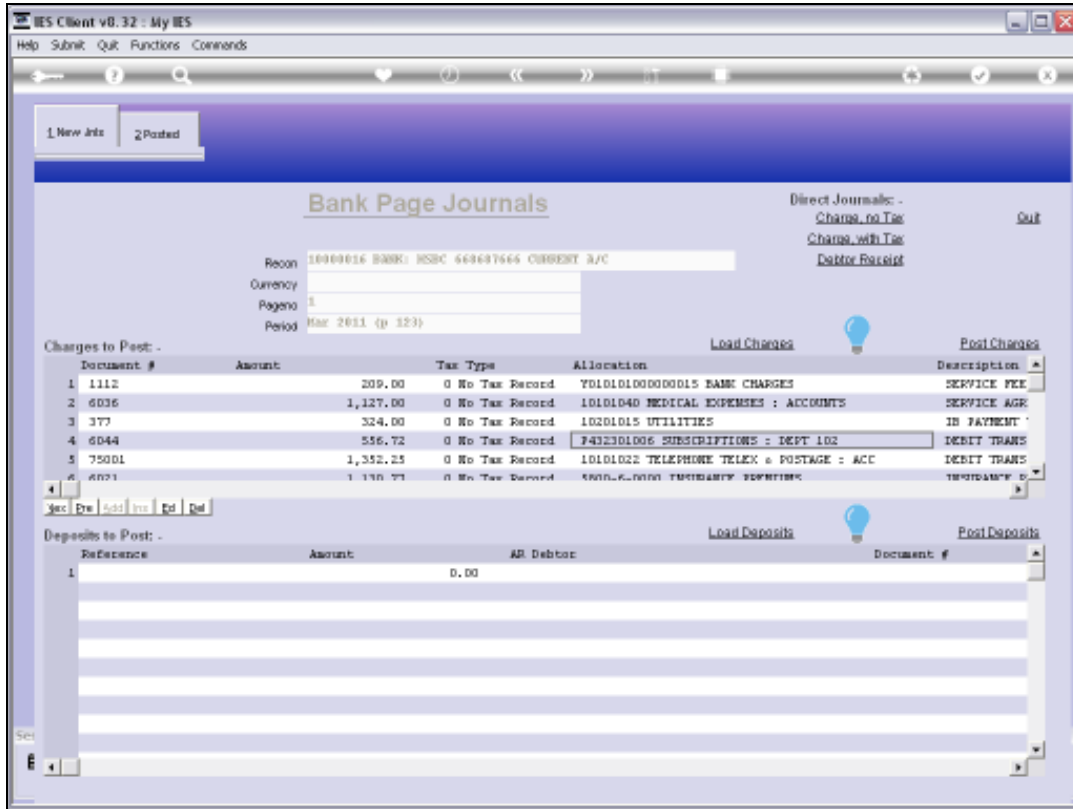
Slide 28  
Slide notes:



Slide 29  
Slide notes:

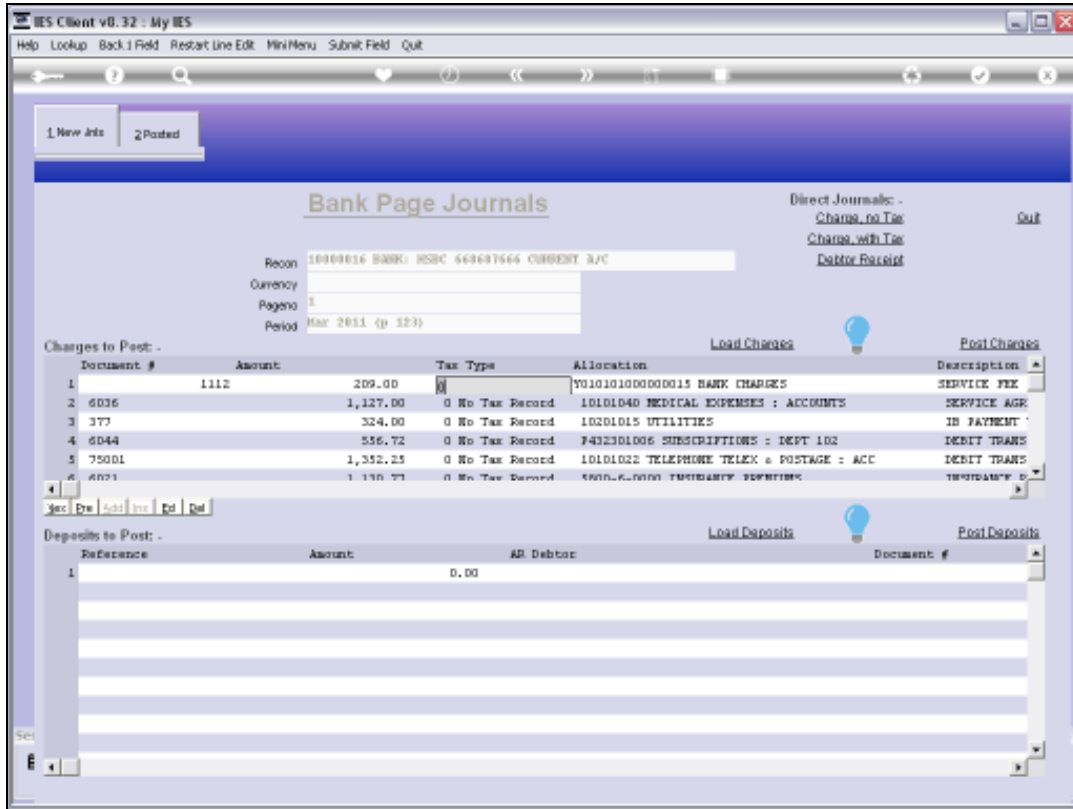


Slide 30  
Slide notes:



Slide 31

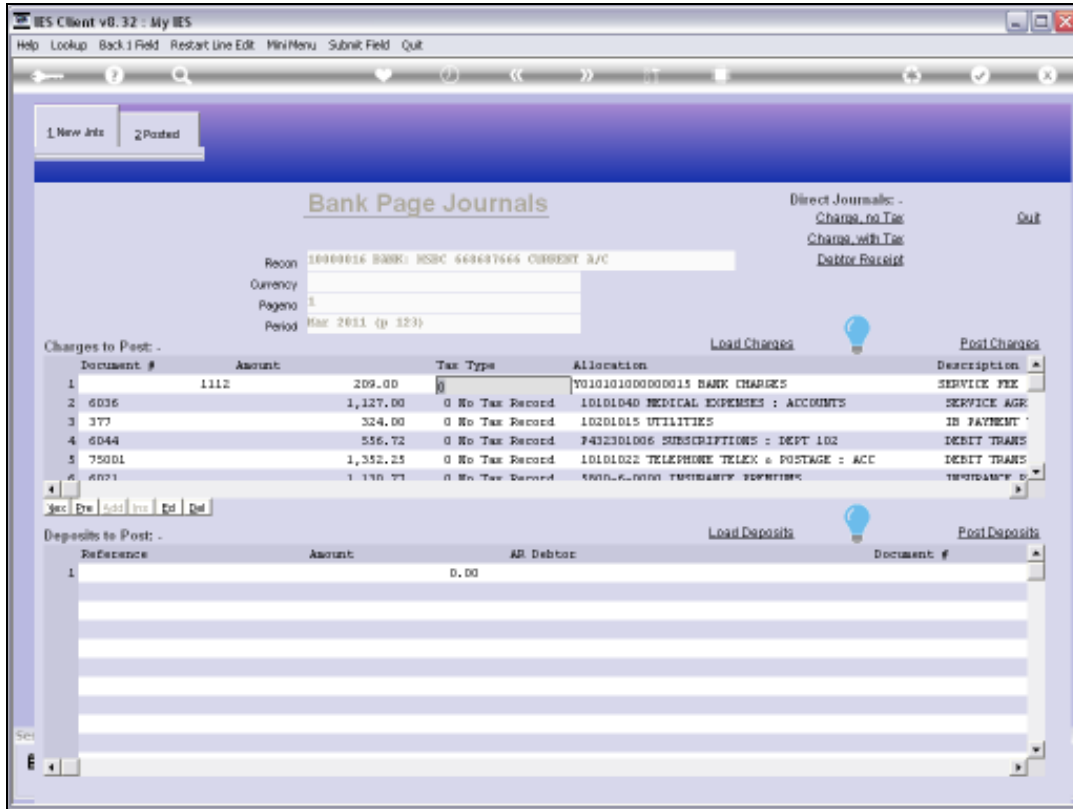
Slide notes: The Tax Types all default to 'No Tax', but if any entries qualify for claiming Input Tax then we can flag them accordingly.



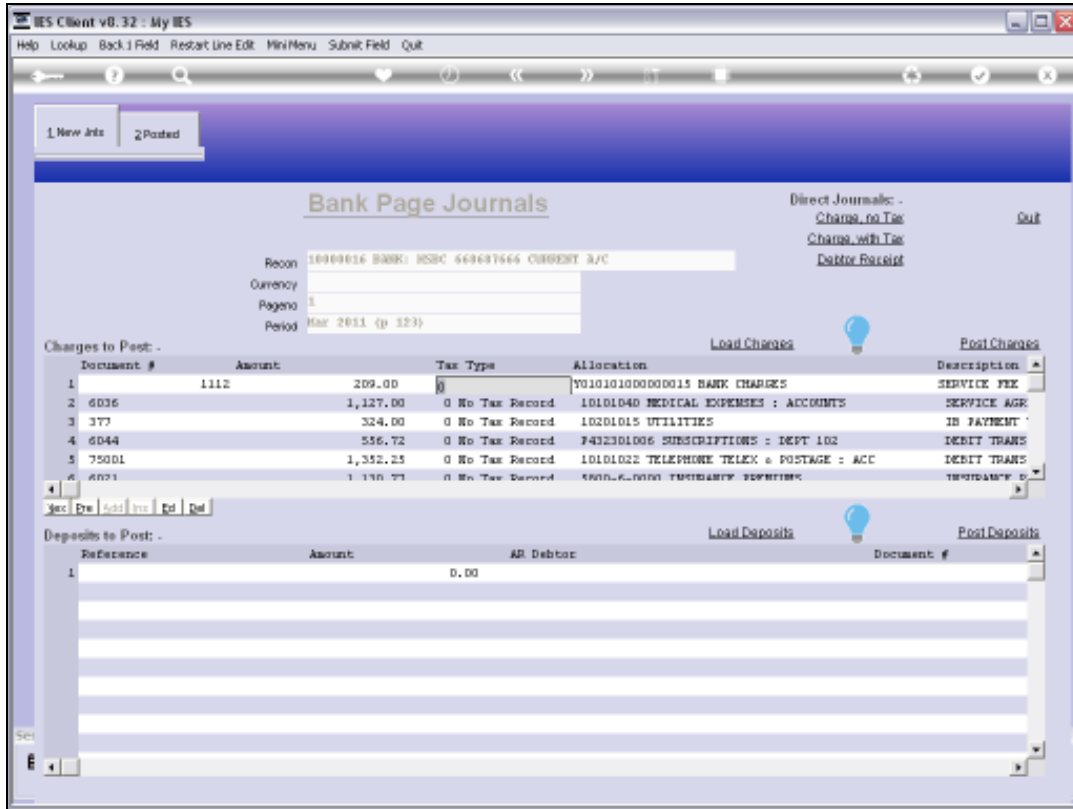
Slide 32

Slide notes:



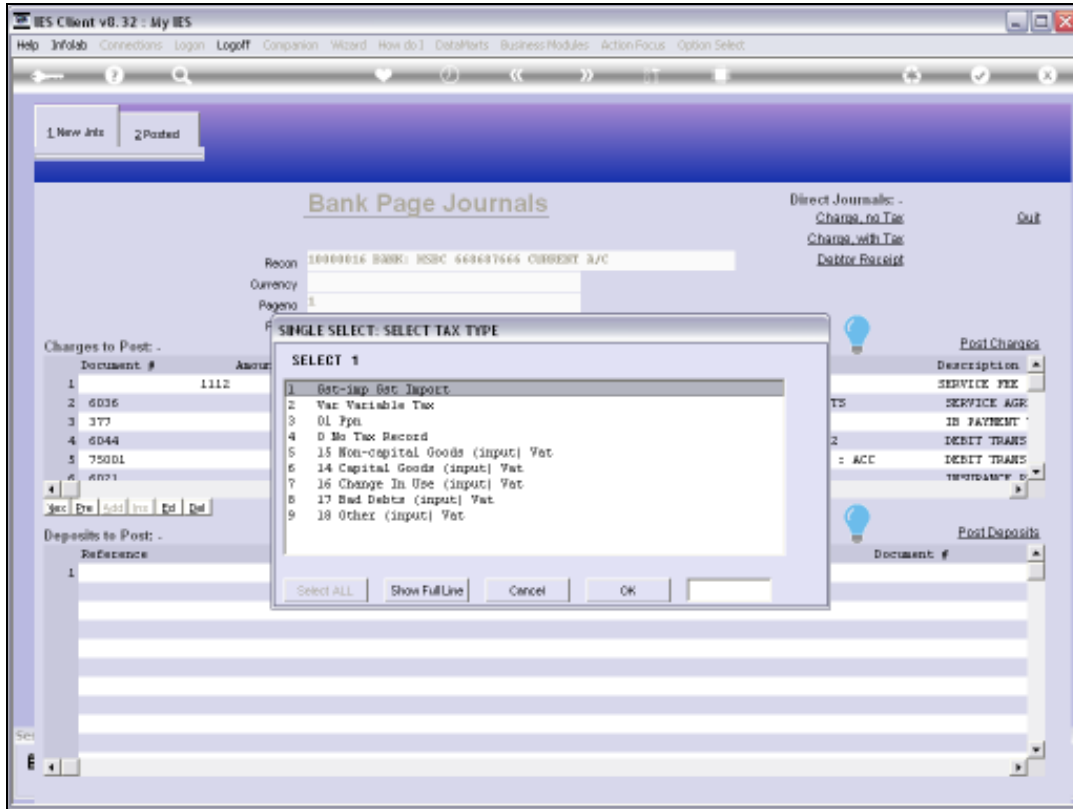


Slide 33  
Slide notes:



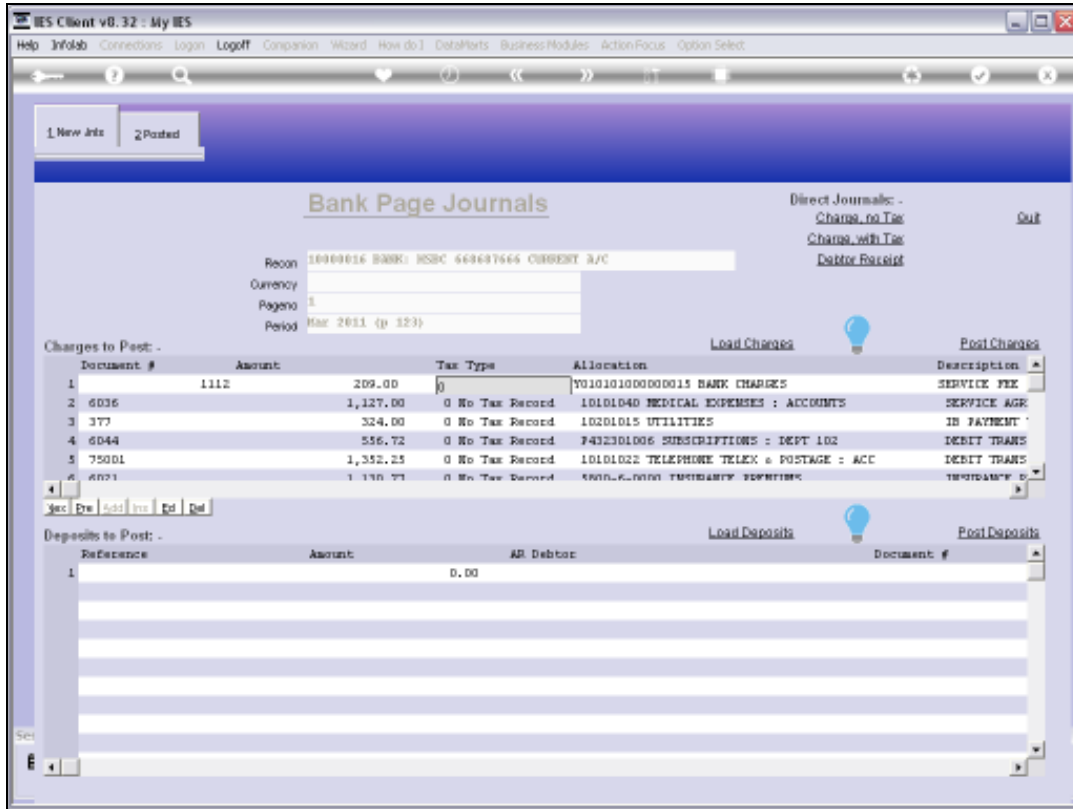
Slide 34

Slide notes:

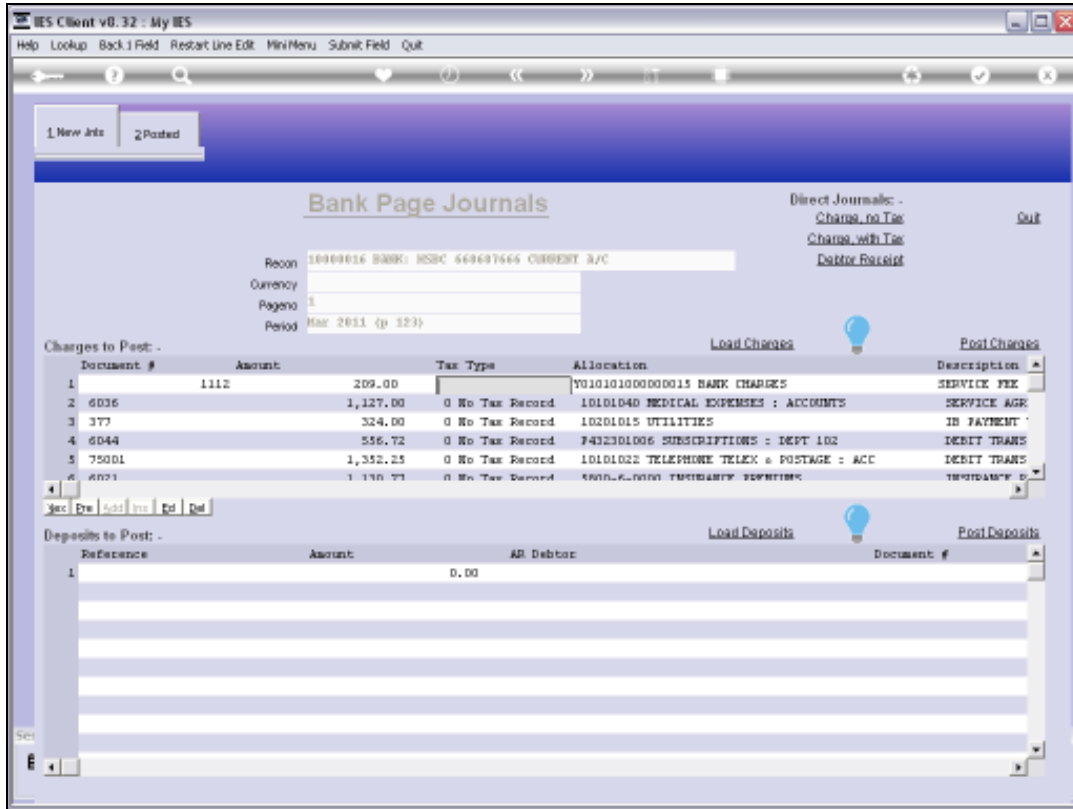


Slide 35

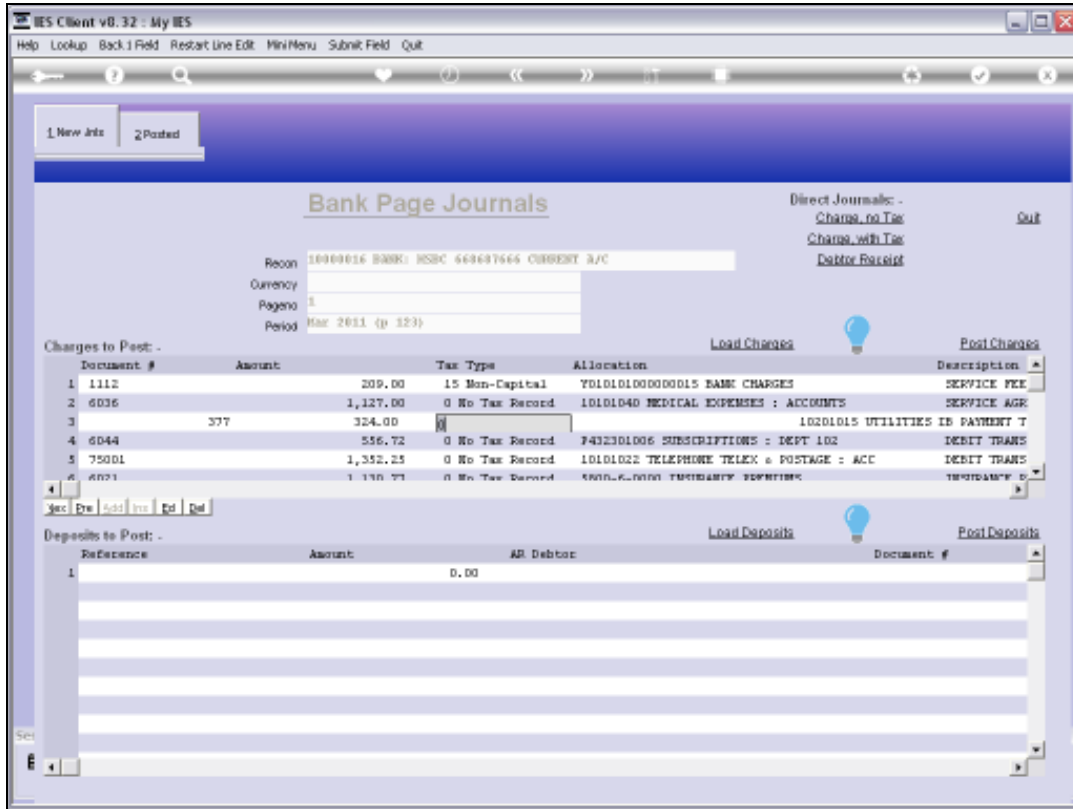
Slide notes:



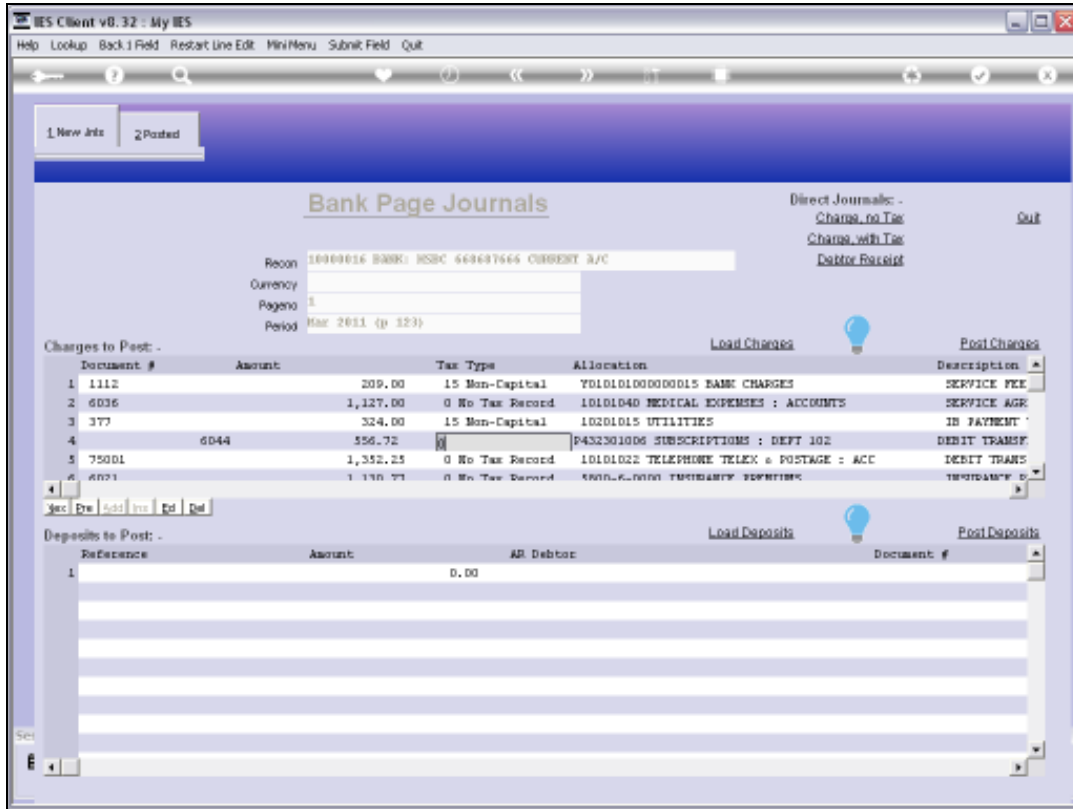
Slide 36  
Slide notes:



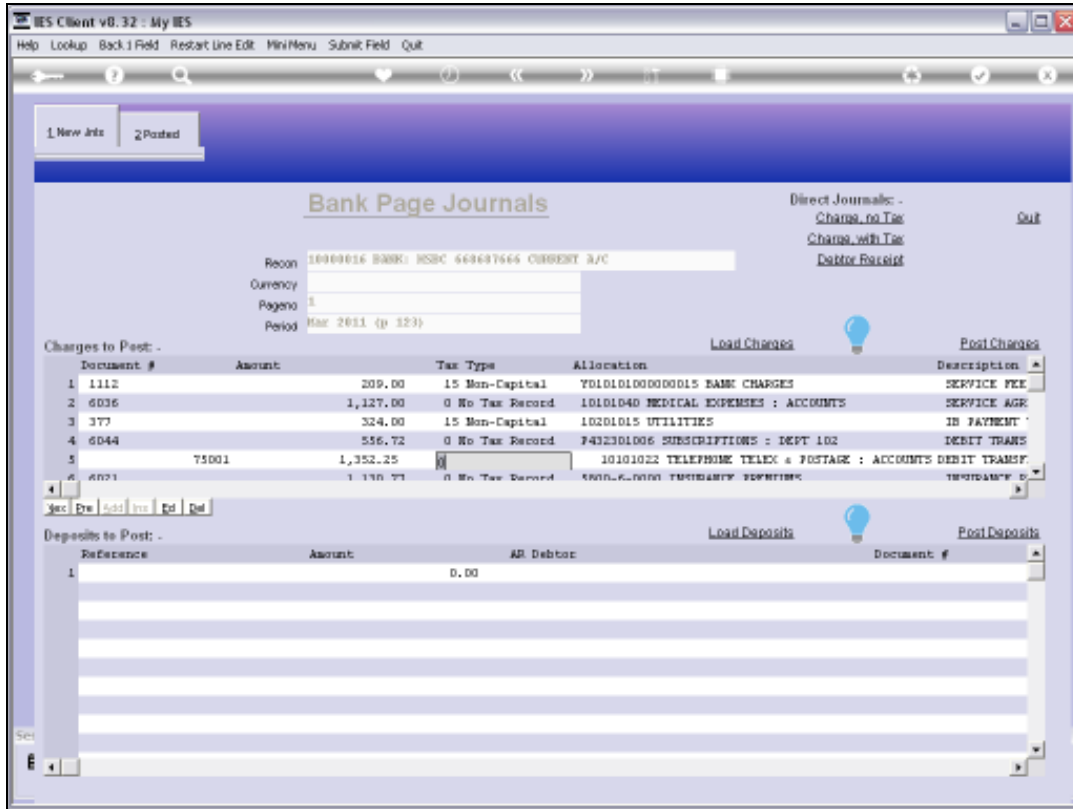
Slide 37  
Slide notes:



Slide 38  
Slide notes:

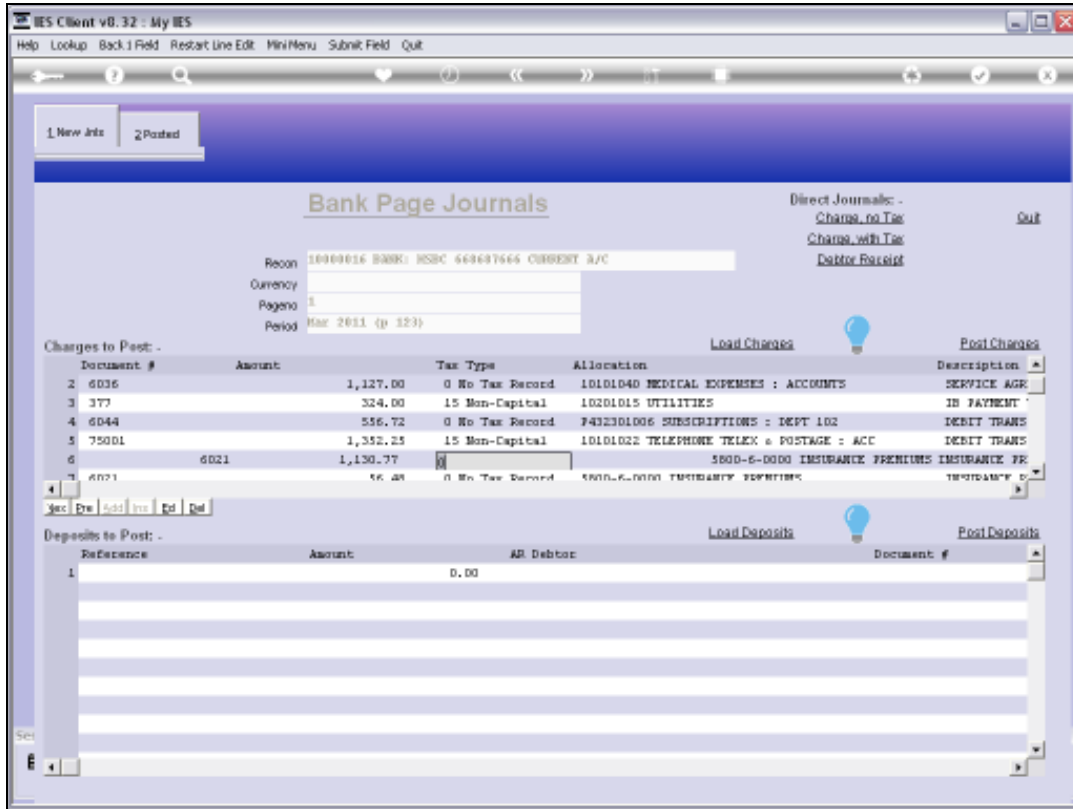


Slide 39  
Slide notes:

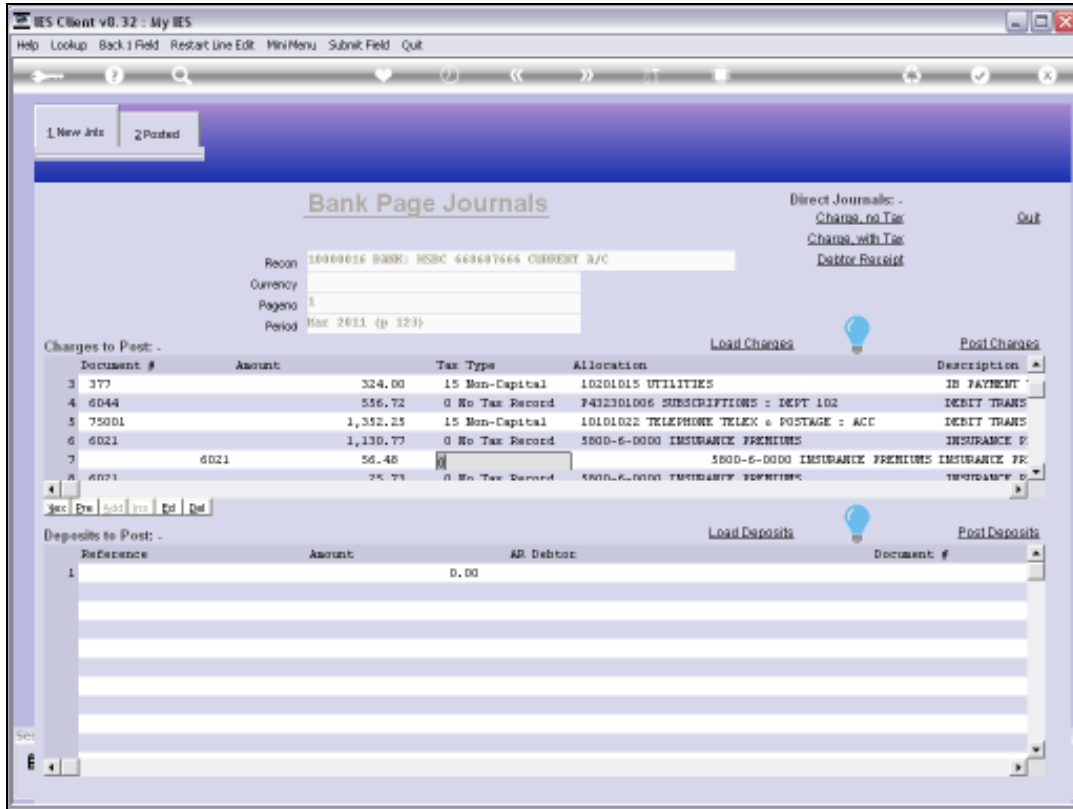


Slide 40  
Slide notes:

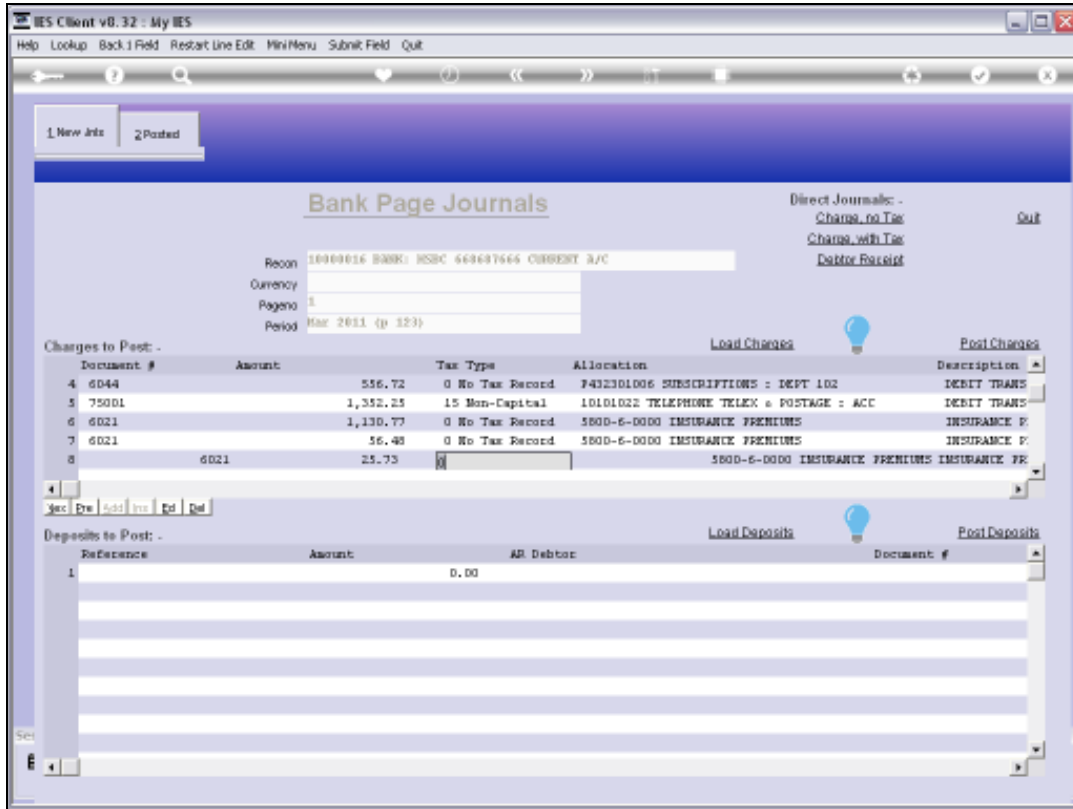




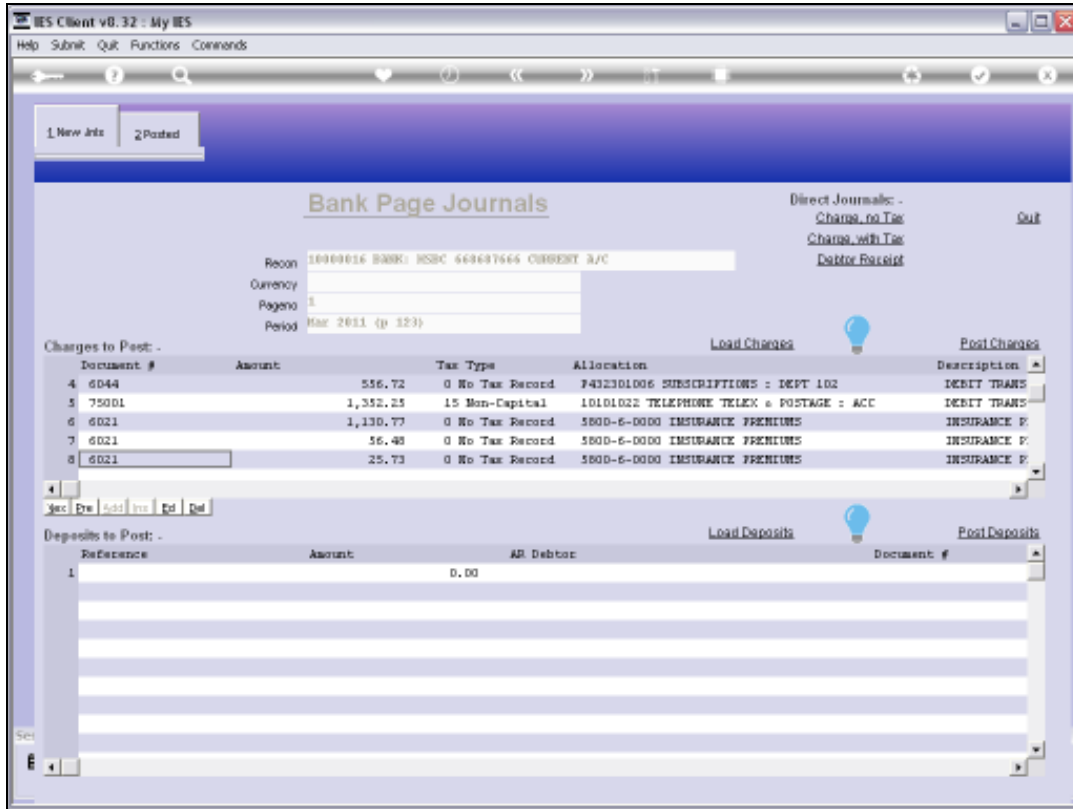
Slide 41  
Slide notes:



Slide 42  
Slide notes:

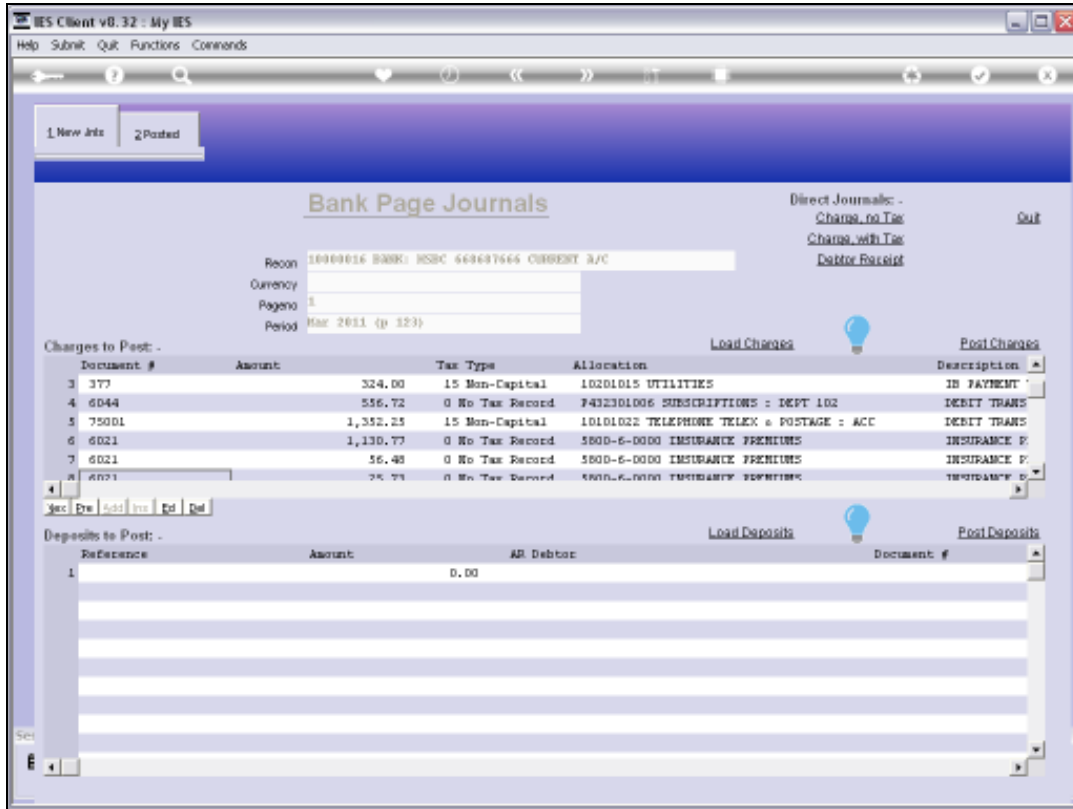


Slide 43  
Slide notes:

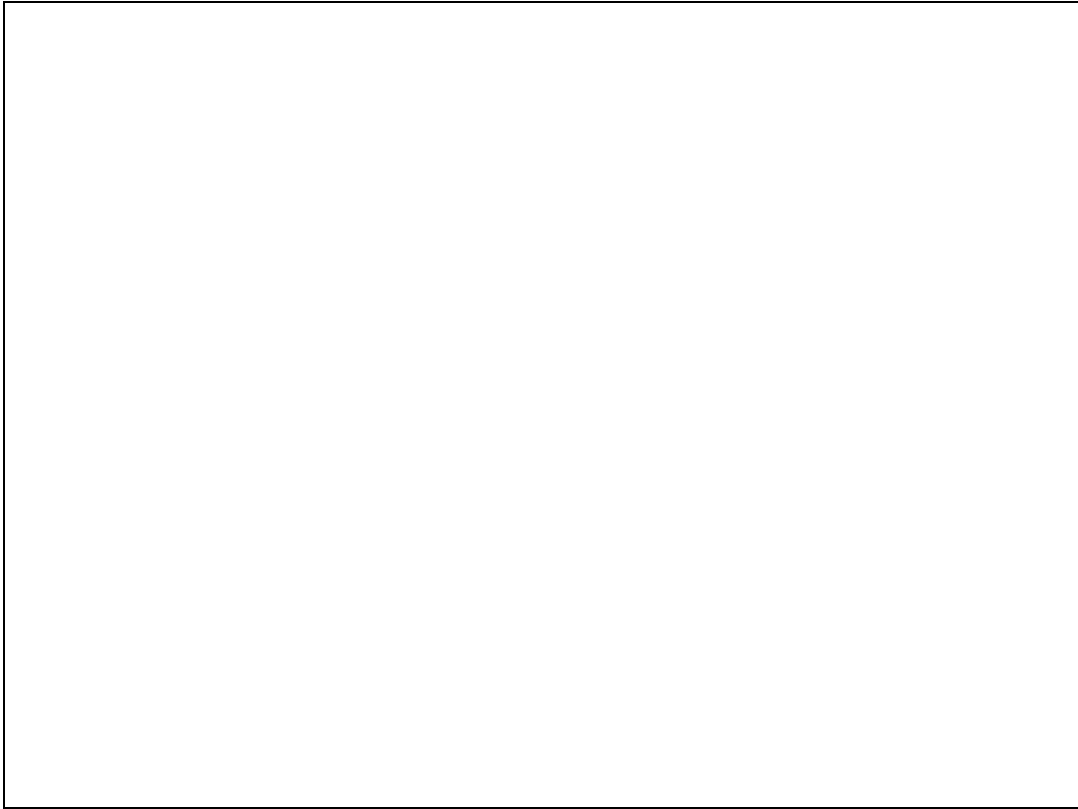


Slide 44

Slide notes:

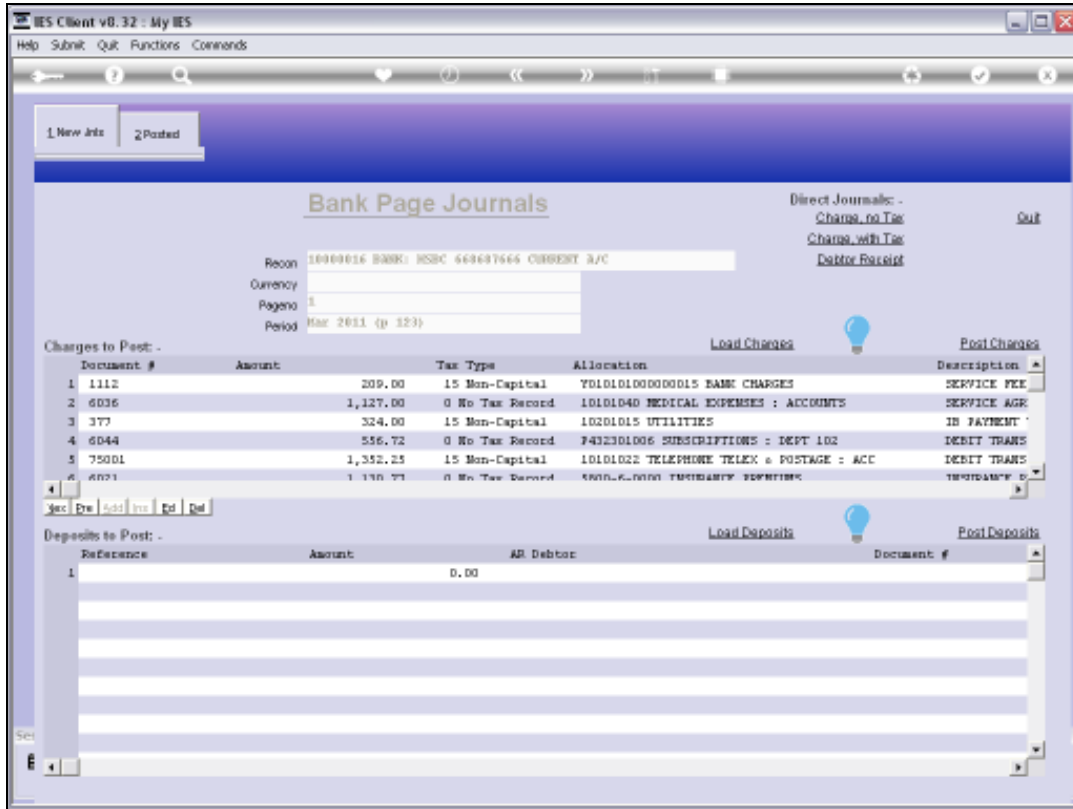


Slide 45  
Slide notes:



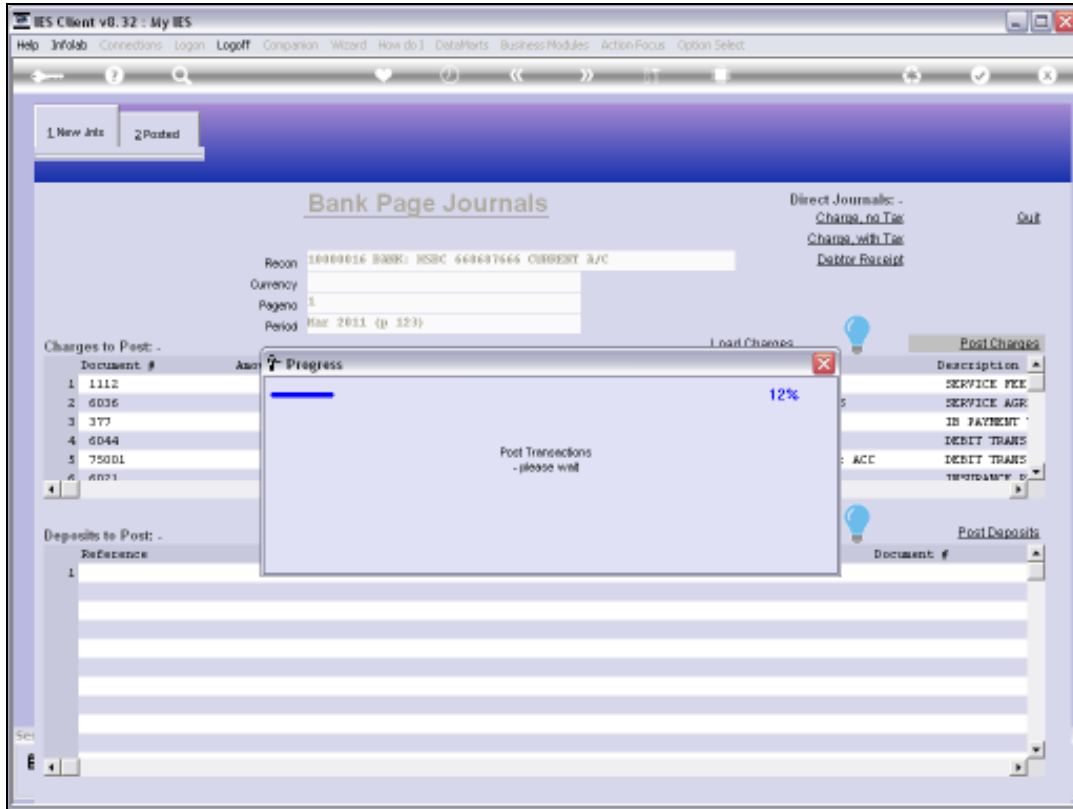
Slide 46

Slide notes:



Slide 47

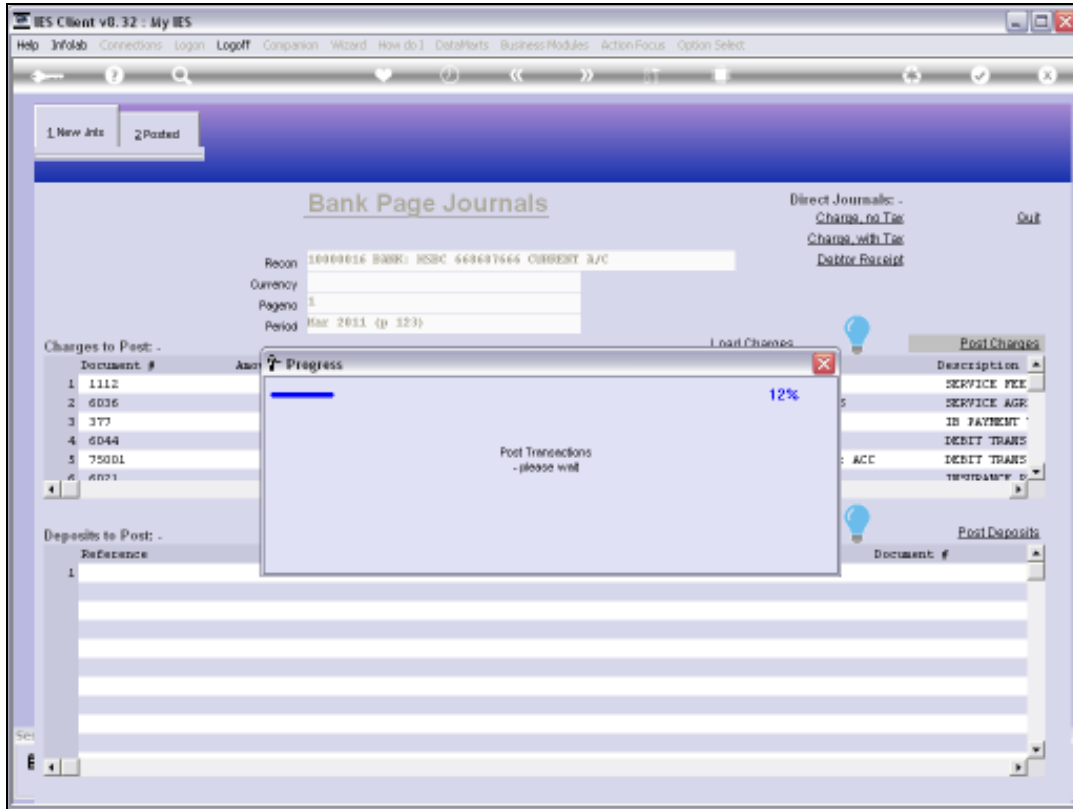
Slide notes: Now all we need to do is to choose the 'post' option.



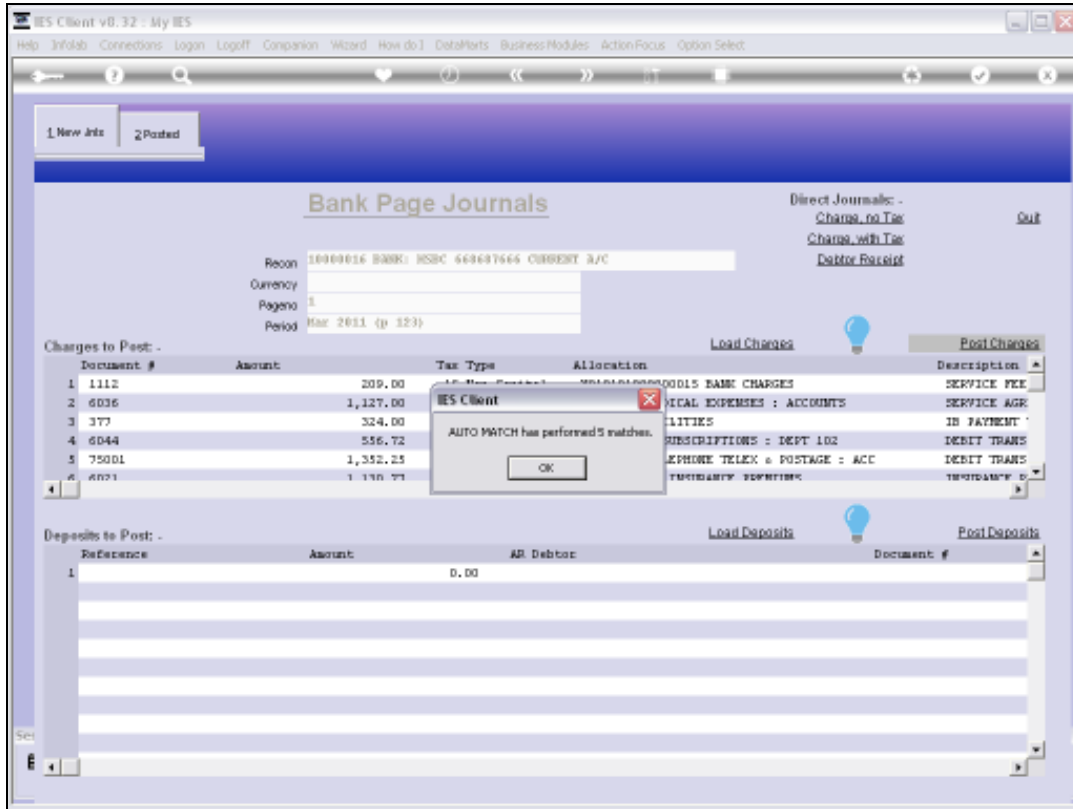
Slide 48

Slide notes:



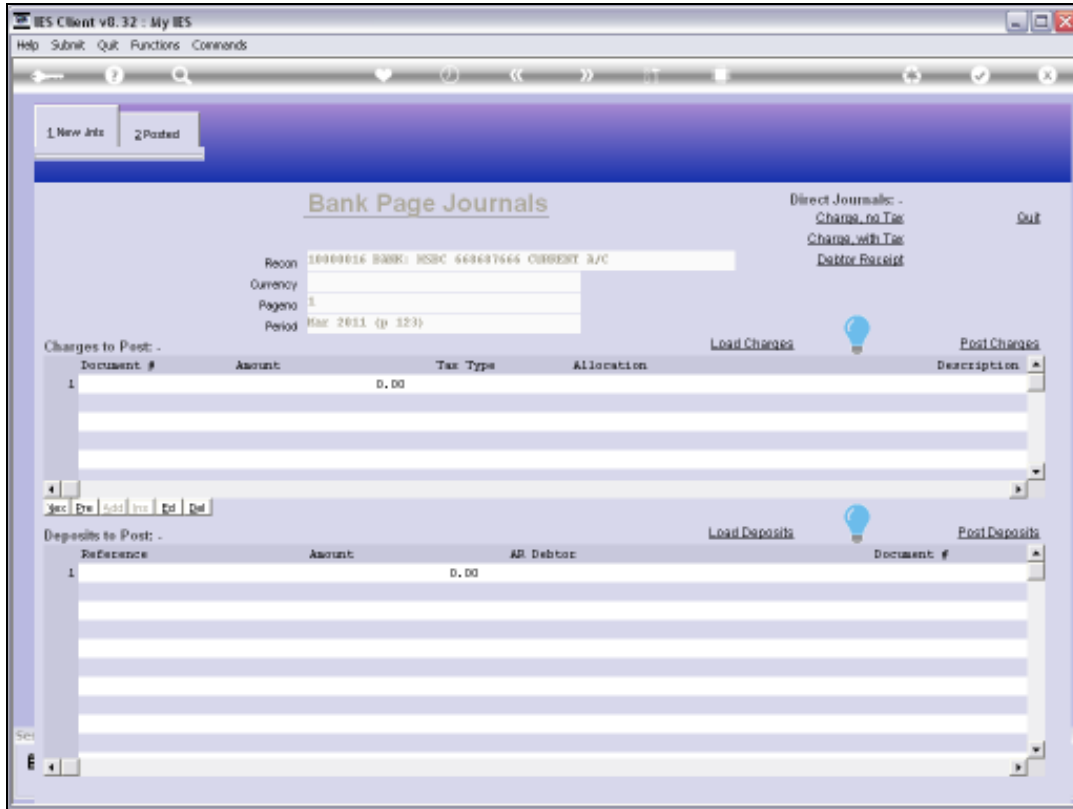


Slide 49  
Slide notes:

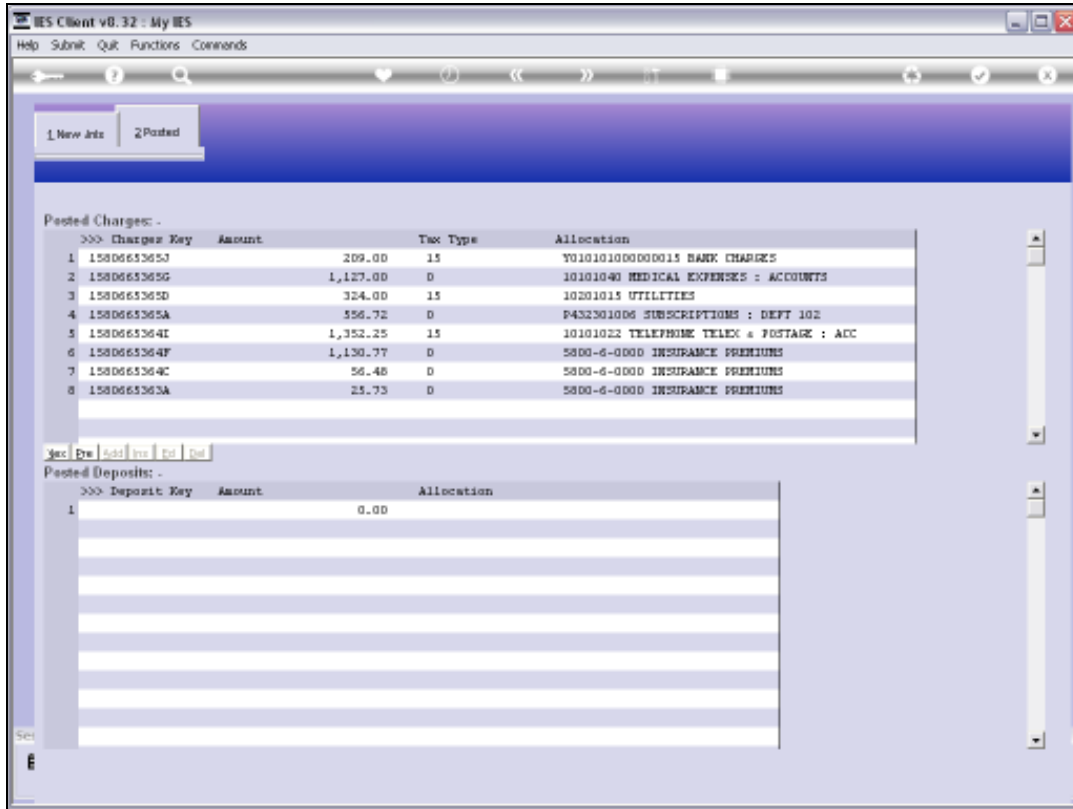


Slide 50

Slide notes: The system will not only post the Charges, but it will also match the new Cash Book Transactions to the Bank Page entries as well.



Slide 51  
Slide notes:



Slide 52

Slide notes: Once posted, the items are listed at 'Posted Charges' and if we want to, we can drill into any of these Transactions to see the posting details.

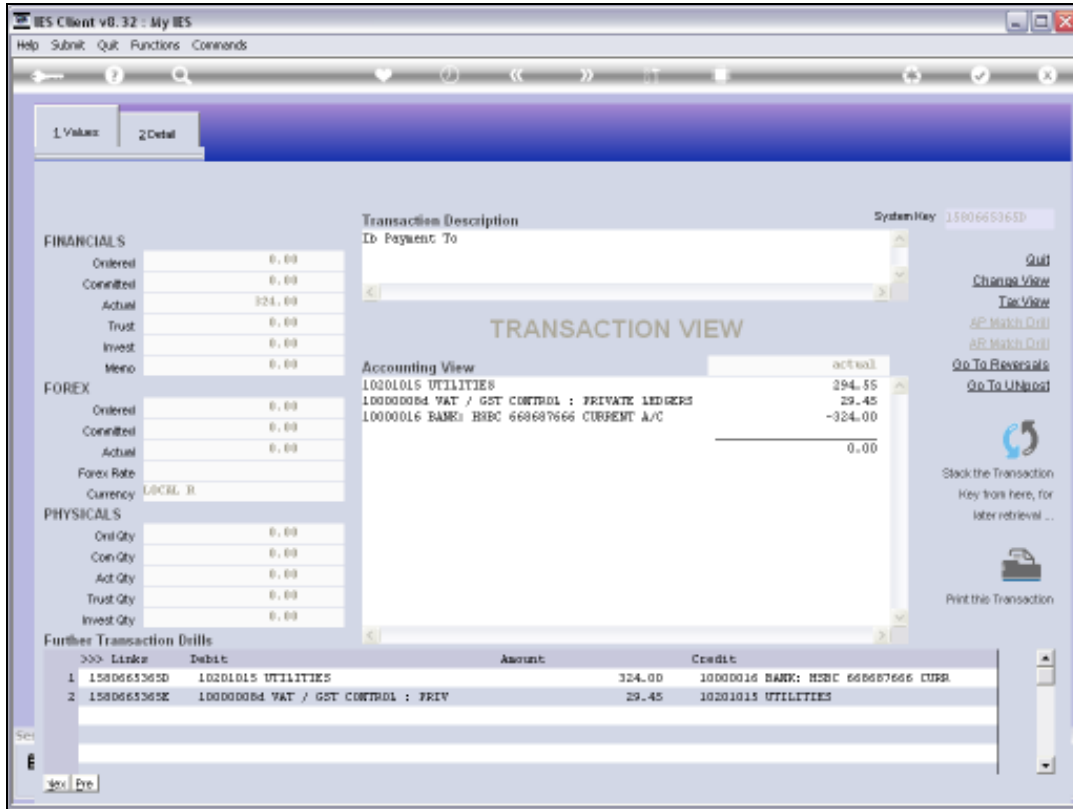
The screenshot shows the IES Client v8.32 interface. At the top, there are tabs for '1 New Ints' and '2 Posted'. Below the tabs, there are two tables: 'Posted Charges' and 'Posted Deposits'. The 'Posted Charges' table has columns for 'Charge Key', 'Amount', 'Tax Type', and 'Allocation'. The 'Posted Deposits' table has columns for 'Deposit Key', 'Amount', and 'Allocation'. Below the tables, there are buttons for 'Sec', 'Dr', 'Acc', 'Tr', 'Pd', and 'Del'.

| Posted Charges :- |          |          |  |
|-------------------|----------|----------|--|
| >>> Charge Key    | Amount   | Tax Type | Allocation                               |
| 1 158065365J      | 209.00   | 15       | Y01010100000015 BANK CHARGES             |
| 2 158065365G      | 1,127.00 | 0        | 10101040 MEDICAL EXPENSES : ACCOUNTS     |
| 3 158065365D      | 324.00   | 15       | 10201015 UTILITIES                       |
| 4 158065365A      | 556.72   | 0        | P432301006 SUBSCRIPTIONS : DEPT 102      |
| 5 158065364E      | 1,352.25 | 15       | 10101022 TELEPHONE TELEX & POSTAGE : ACC |
| 6 158065364F      | 1,130.77 | 0        | 5800-6-0000 INSURANCE PREMIUMS           |
| 7 158065364C      | 56.48    | 0        | 5800-6-0000 INSURANCE PREMIUMS           |
| 8 158065363A      | 25.75    | 0        | 5800-6-0000 INSURANCE PREMIUMS           |

| Posted Deposits :- |        |            |
|--------------------|--------|------------|
| >>> Deposit Key    | Amount | Allocation |
| 1                  |        | 0.00       |
|                    |        |            |
|                    |        |            |
|                    |        |            |
|                    |        |            |
|                    |        |            |
|                    |        |            |

Slide 53  
Slide notes:



Slide 54

Slide notes:

The screenshot shows the IES Client v8.32 interface. At the top, there are tabs for '1 New Ints' and '2 Posted'. Below the tabs, there are two tables: 'Posted Charges' and 'Posted Deposits'. The 'Posted Charges' table has columns for 'Charge Key', 'Amount', 'Tax Type', and 'Allocation'. The 'Posted Deposits' table has columns for 'Deposit Key', 'Amount', and 'Allocation'. Below the tables, there are buttons for 'Sec', 'Dr', 'Acc', 'Tr', 'Pd', and 'Del'. The 'Sec' button is currently selected.

| Posted Charges :- |          |          |  |
|-------------------|----------|----------|--|
| >>> Charge Key    | Amount   | Tax Type | Allocation                               |
| 1 158065365J      | 209.00   | 15       | Y01010100000015 BANK CHARGES             |
| 2 158065365G      | 1,127.00 | 0        | 10101040 MEDICAL EXPENSES : ACCOUNTS     |
| 3 158065365D      | 324.00   | 15       | 10201015 UTILITIES                       |
| 4 158065365A      | 556.72   | 0        | P432301006 SUBSCRIPTIONS : DEPT 102      |
| 5 158065364E      | 1,352.25 | 15       | 10101022 TELEPHONE TELEC & POSTAGE : ACC |
| 6 158065364F      | 1,130.77 | 0        | 5800-6-0000 INSURANCE PREMIUMS           |
| 7 158065364C      | 56.48    | 0        | 5800-6-0000 INSURANCE PREMIUMS           |
| 8 158065363A      | 25.75    | 0        | 5800-6-0000 INSURANCE PREMIUMS           |

| Posted Deposits :- |        |            |
|--------------------|--------|------------|
| >>> Deposit Key    | Amount | Allocation |
| 1                  |        | 0.00       |
|                    |        |            |
|                    |        |            |
|                    |        |            |
|                    |        |            |
|                    |        |            |
|                    |        |            |

Slide 55  
Slide notes:

The screenshot shows the IES Client v8.32 interface. At the top, there are tabs for '1 New Ints' and '2 Posted'. Below the tabs, there are two tables: 'Posted Charges' and 'Posted Deposits'. The 'Posted Charges' table has columns for 'Charge Key', 'Amount', 'Tax Type', and 'Allocation'. The 'Posted Deposits' table has columns for 'Deposit Key', 'Amount', and 'Allocation'. The 'Posted Charges' table contains 8 rows of data, and the 'Posted Deposits' table contains 1 row of data.

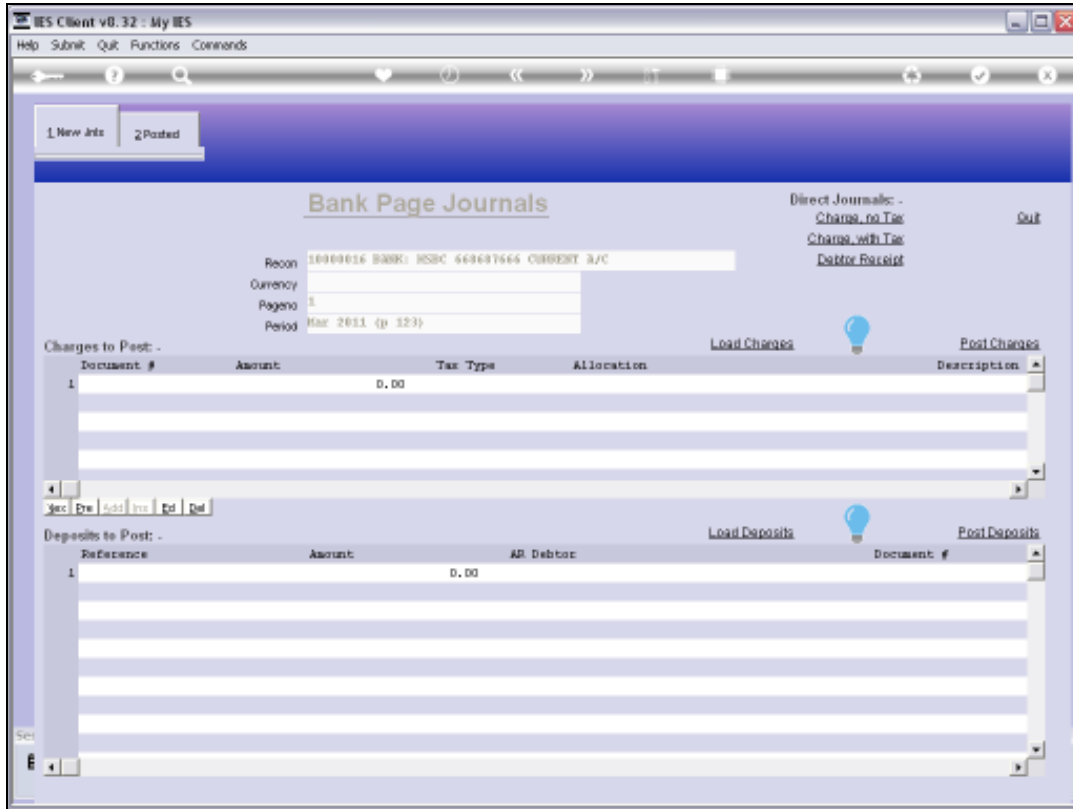
| Charge Key   | Amount   | Tax Type | Allocation                               |
|--------------|----------|----------|--|
| 1 158065365J | 209.00   | 15       | Y01010100000015 BANK CHARGES             |
| 2 158065365G | 1,127.00 | 0        | 10101040 MEDICAL EXPENSES : ACCOUNTS     |
| 3 158065365D | 324.00   | 15       | 10201015 UTILITIES                       |
| 4 158065365A | 556.72   | 0        | P432301006 SUBSCRIPTIONS : DEPT 102      |
| 5 158065364E | 1,352.25 | 15       | 10101022 TELEPHONE TELEX & POSTAGE : ACC |
| 6 158065364F | 1,130.77 | 0        | 5800-6-0000 INSURANCE PREMIUMS           |
| 7 158065364C | 56.48    | 0        | 5800-6-0000 INSURANCE PREMIUMS           |
| 8 158065363A | 25.75    | 0        | 5800-6-0000 INSURANCE PREMIUMS           |

| Deposit Key | Amount | Allocation |
|-------------|--------|------------|
| 1           | 0.00   |            |

Slide 56  
Slide notes:





Slide 57

Slide notes: As such, the Recon Journal wizard is able to automatically process and match regular Charges on the Bank Statement for us automatically.