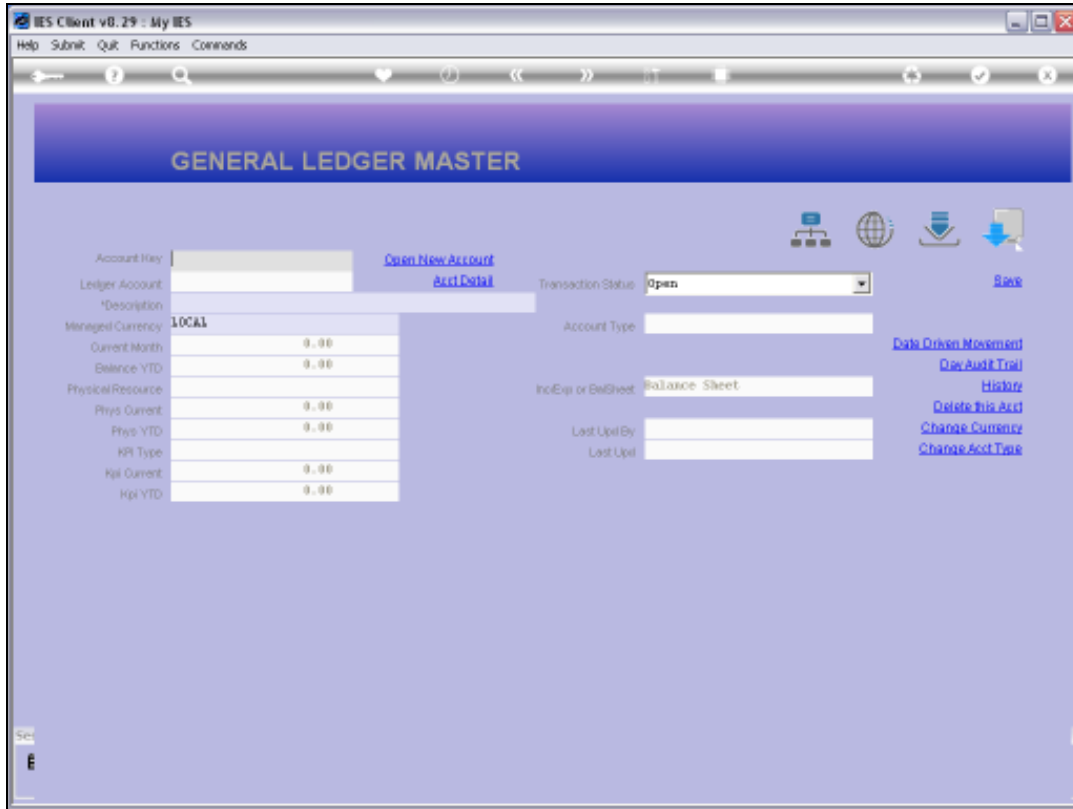


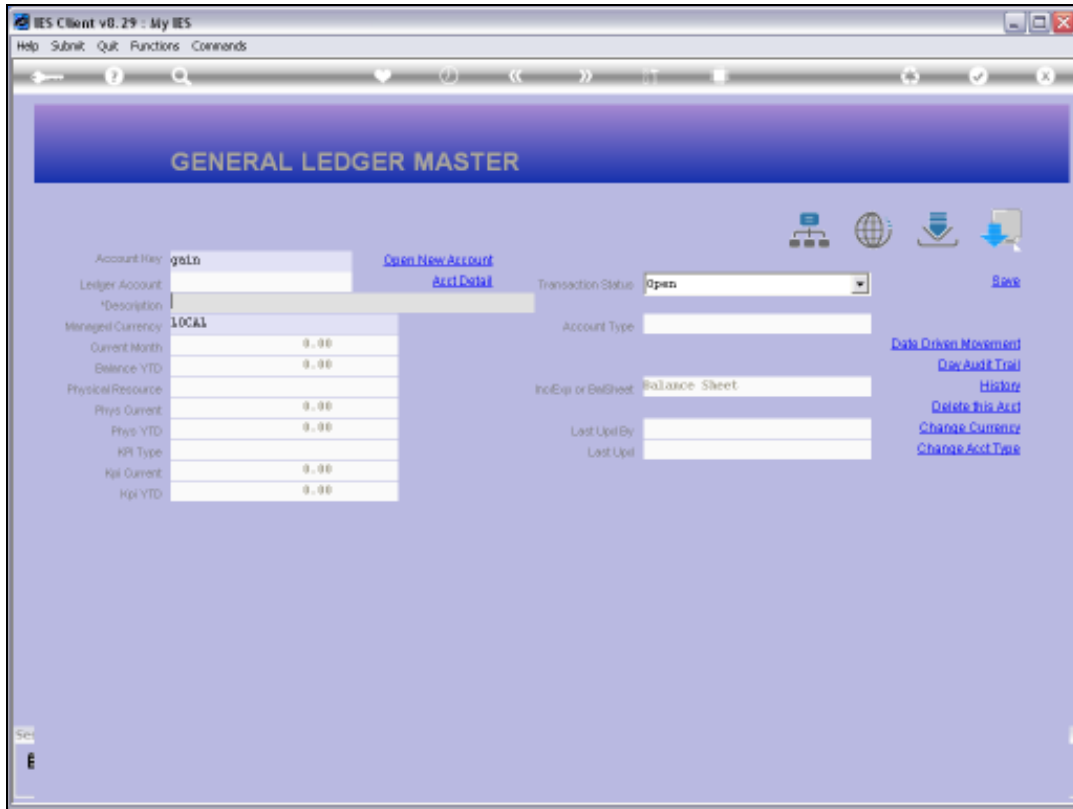


### Slide 1

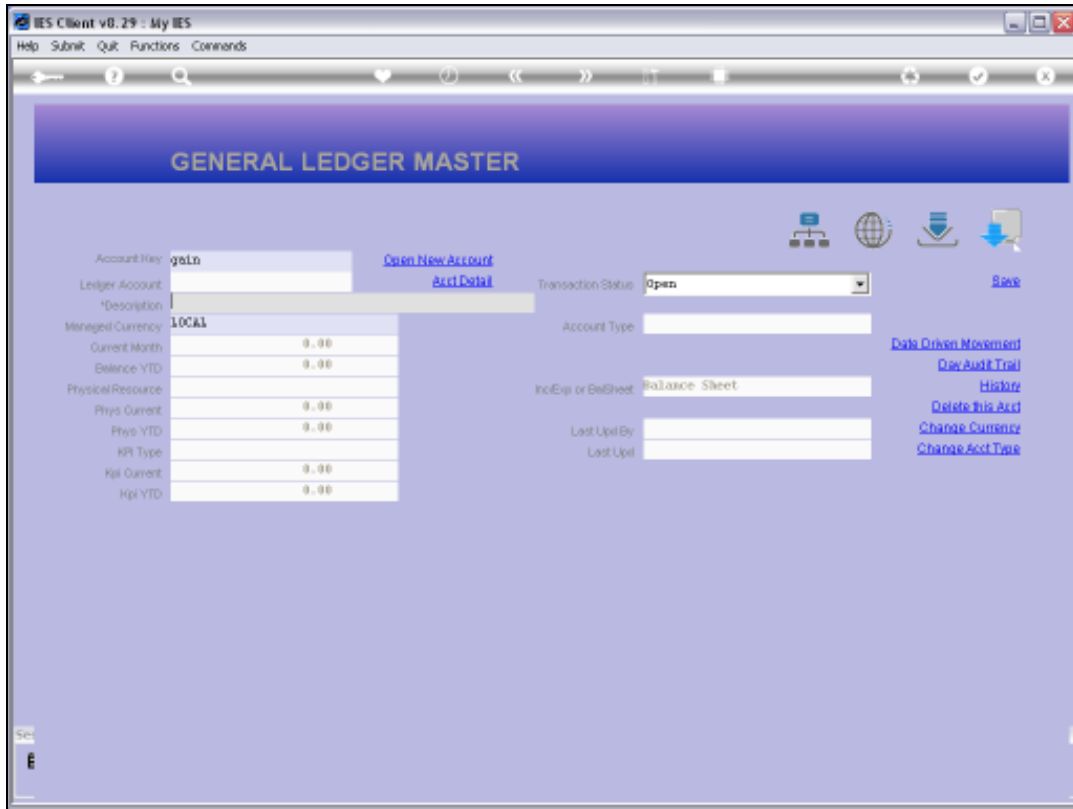
Slide notes: During Implementation, we will perform a Trial Balance Take On process. For the sake of our example, we show 3 Accounts that we will use, and that these Accounts have no balance before the exercise.



Slide 2  
Slide notes:



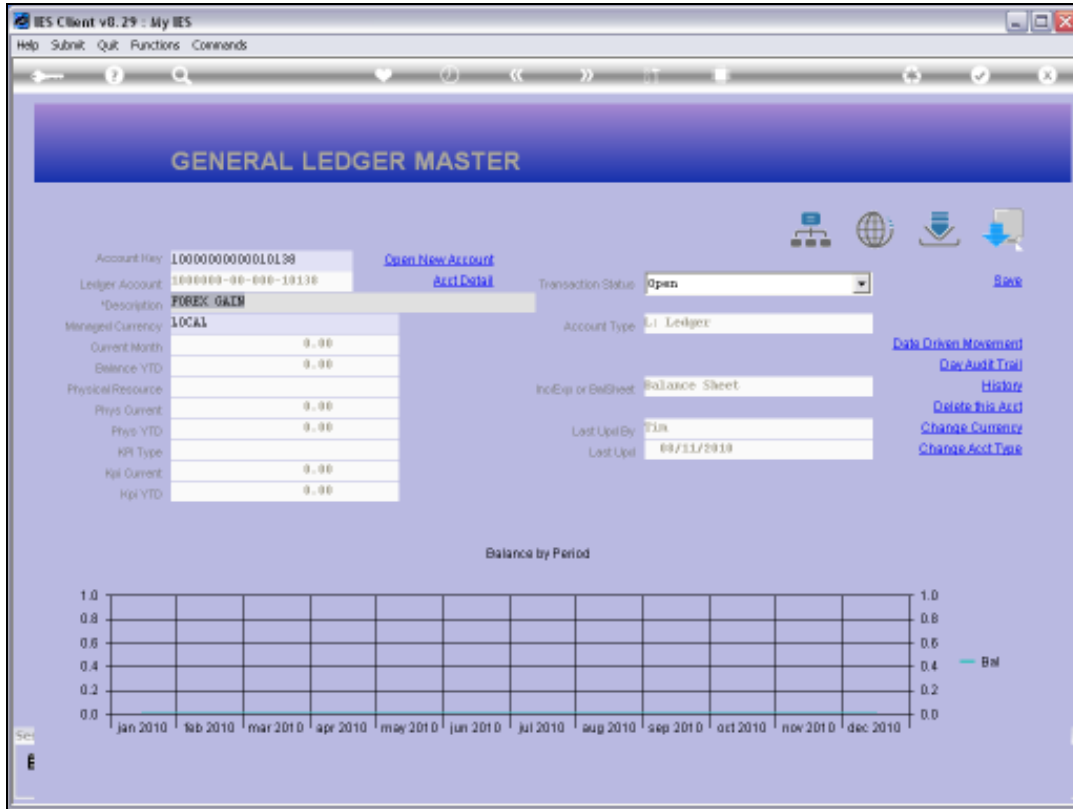
Slide 3  
Slide notes:



Slide 4  
Slide notes:



Slide 5  
Slide notes:



Slide 6

Slide notes: The 'Forex Gain' Account has no balance.

**GENERAL LEDGER MASTER**

Account Key: 1000000000010138 [Open New Account](#)

Ledger Account: 100000-00-000-10138 [Acct Detail](#)

Description: FOREX GAIN

Managed Currency: LOCAL

Physical Resource

Current Month	0.00
Balance YTD	0.00
Phys Current	0.00
Phys YTD	0.00
Hpl Current	0.00
Hpl YTD	0.00

Transaction Status: Open

Account Type: LI - Ledger

Inc/Exp or BalSheet: Balance Sheet

Last Upd By: TIM

Last Upd: 09/11/2010

[Save](#)

[Data Drive Movement](#)

[Doc Audit Trail](#)

[History](#)

[Delete This Acct](#)

[Change Currency](#)

[Change Acct Type](#)

**Balance by Period**

Month	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010
Bal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Slide 7  
Slide notes:

**GENERAL LEDGER MASTER**

Account Key:  [Open New Account](#)  
Ledger Account:  [Acct Detail](#) Transaction Status:  [Save](#)  
Description:   
Managed Currency:  Account Type:   
Current Month:  [Data Drive Movement](#)  
Balance YTD:  [Doc Audit Trail](#)  
Physical Resource:  [History](#)  
Phys Current:  [Delete This Acct](#)  
Phys YTD:  [Change Currency](#)  
NPI Type:  [Change Acct Type](#)  
Npi Current:   
Npi YTD:   
Inc/Exp or BalSheet:   
Last Upd By:   
Last Upd:

**Balance by Period**

Month	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010
Bal												

Slide 8  
Slide notes:



**GENERAL LEDGER MASTER**

Account Key:  [Open New Account](#)

Ledger Account:  [Acct Detail](#)

Description:

Managed Currency:

Transaction Status:  [Save](#)

Account Type:

Inc/Exp or BalSheet:

Last Upd By:

Last Upd:  [Data Origin Movement](#)  
[Doc Audit Trail](#)  
[History](#)  
[Delete This Acct](#)  
[Change Currency](#)  
[Change Acct Type](#)

Current Month	0.00
Balance YTD	0.00
Phys Current	0.00
Phys YTD	0.00
HP Current	0.00
HP YTD	0.00

**Balance by Period**

Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010

Slide 9  
Slide notes:

**GENERAL LEDGER MASTER**

Account Key:  [Open New Account](#)

Ledger Account:  [Acct Detail](#)

Description:

Managed Currency:

Transaction Status:  [Save](#)

Account Type:

Inc/Exp or BalSheet:

Last Upd By:

Last Upd:

Current Month	Balance YTD
0.00	0.00

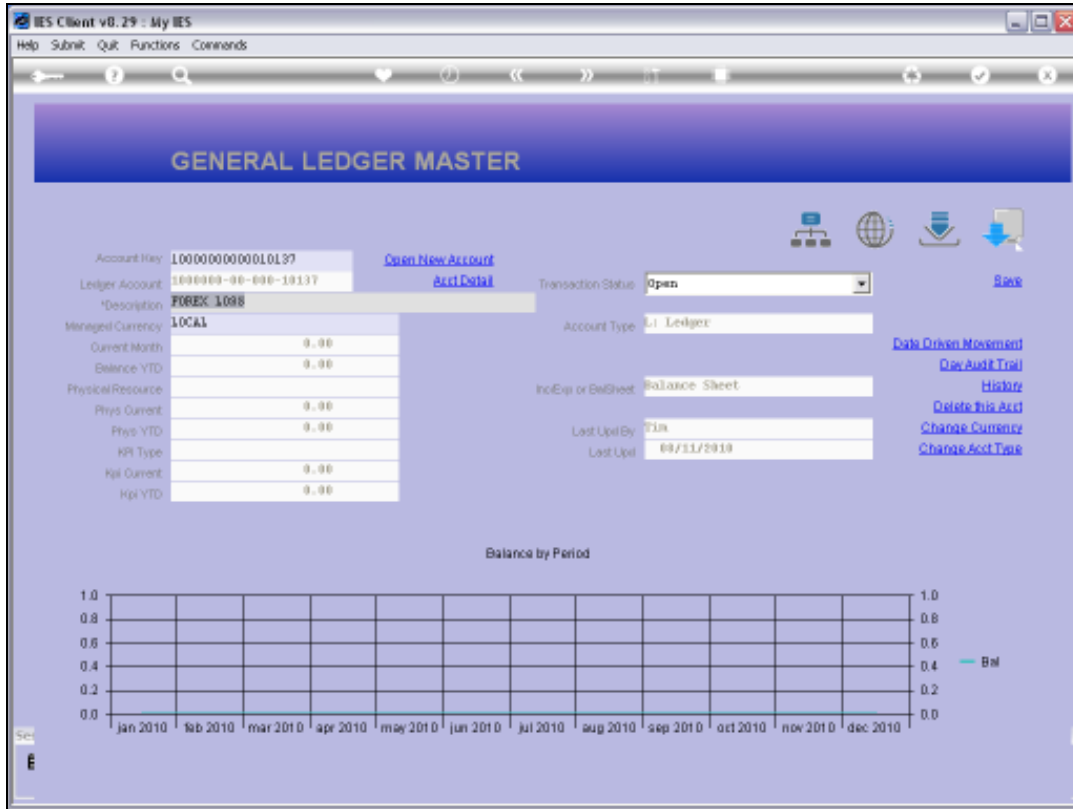
Physical Resource	Phys Current	Phys YTD
	0.00	0.00

Net Current	Net YTD
0.00	0.00

**Balance by Period**

Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010

Slide 10  
Slide notes:



Slide 11

Slide notes: The 'Forex Loss' Account has no balance.

**GENERAL LEDGER MASTER**

Account Key: 1000000000010137 [Open New Account](#)

Ledger Account: 100000-00-000-10137 [Acct Detail](#)

Description: FOREX 1088

Managed Currency: LOCAL

Physical Resource: [Table]

Transaction Status: Open

Account Type: LI - Ledger

Inc/Exp or BalSheet: Balance Sheet

Last Upd By: TIM

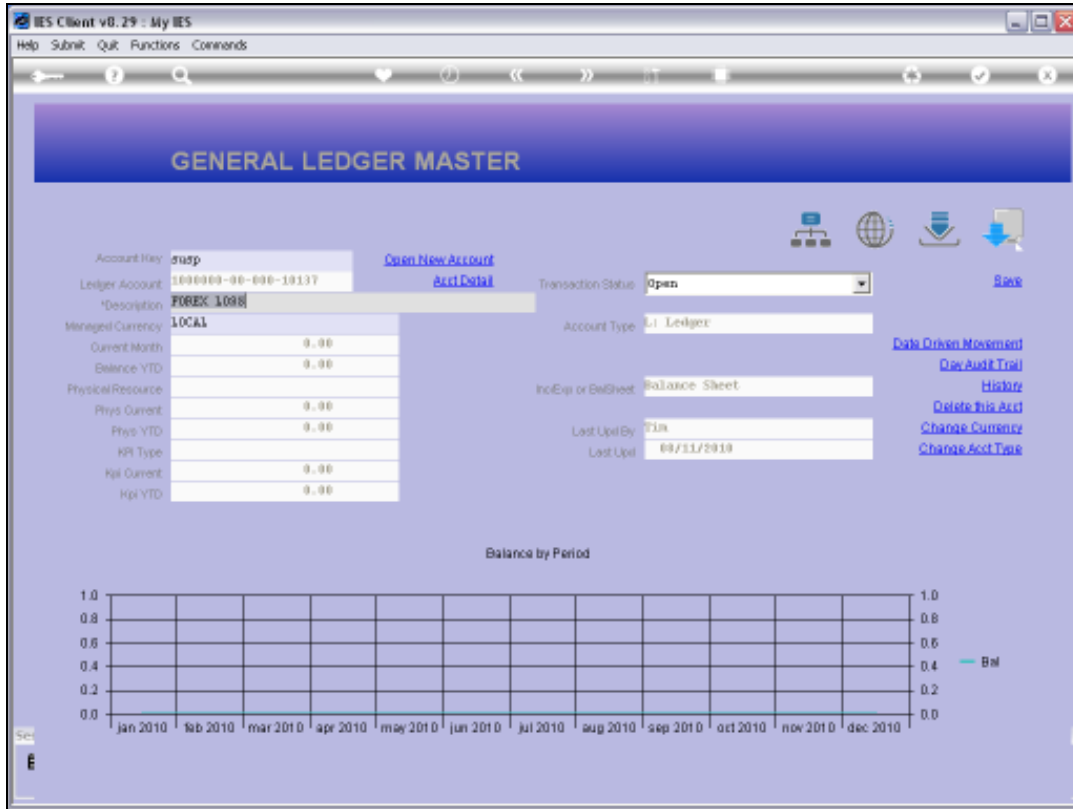
Last Upd: 09/11/2010

Current	Physical Resource
Current Month	0.00
Balance YTD	0.00
Phys Current	0.00
Phys YTD	0.00
HP Current	0.00
HP YTD	0.00

**Balance by Period**

Month	Balance
Jan 2010	0.00
Feb 2010	0.00
Mar 2010	0.00
Apr 2010	0.00
May 2010	0.00
Jun 2010	0.00
Jul 2010	0.00
Aug 2010	0.00
Sep 2010	0.00
Oct 2010	0.00
Nov 2010	0.00
Dec 2010	0.00

Slide 12  
Slide notes:



Slide 13  
Slide notes:

**GENERAL LEDGER MASTER**

Account Key:  [Open New Account](#)  
Ledger Account:  [Acct Detail](#) Transaction Status:  [Save](#)  
Description:   
Managed Currency:  Account Type:  [Date Origin Movement](#)  
Current Month:  [Date Audit Trail](#)  
Balance YTD:

**SINGLE SELECT: VALUES FOUND ...**

**SELECT ONE OF THESE?**

1	100000-00-000-10131	Take On Suspense	Ho: Private led Accounts
2	100000-00-000-10274	System Inventory Suspense	Ho: Private led Accounts

**Balance by Period**

Month	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010
Bal												

Slide 14  
Slide notes:

The screenshot displays the 'GENERAL LEDGER MASTER' window in the IES Client v8.29. The account details are as follows:

Account Key	100000000010131	<a href="#">Open New Account</a>
Ledger Account	100000-00-00-10131	<a href="#">Acct Detail</a>
Description	TAKE ON SUSPENSE	Transaction Status: <input type="text" value="Open"/>
Managed Currency	LOCAL	Account Type: <input type="text" value="Li - Ledger"/>
Current Month	0.00	
Balance YTD	0.00	
Physical Resource		Inc/Eq or BalSheet: <input type="text" value="Balance Sheet"/>
Phys Current	0.00	Last Upd By: <input type="text" value="TIA"/>
Phys YTD	0.00	Last Upd: <input type="text" value="09/11/2010"/>
HR Type		
Hpl Current	0.00	
Hpl YTD	0.00	

Navigation links on the right include: [Save](#), [Data Origin Movement](#), [Doc Audit Trail](#), [History](#), [Delete This Acct](#), [Change Currency](#), and [Change Acct Type](#).

The 'Balance by Period' chart shows a flat line at 0.00 for all months from Jan 2010 to Dec 2010.

Slide 15

Slide notes: And the 'Take On Suspense' Account has no balance.

**GENERAL LEDGER MASTER**

Account Key: 100000000010131 [Open New Account](#)

Ledger Account: 100000-00-000-10131 [Acct Detail](#)

Description: TAKE ON SUSPENSE

Managed Currency: LOCAL

Physical Resource: LOCAL

Transaction Status: Open

Account Type: LI - Ledger

Inc/Exp or BalSheet: Balance Sheet

Last Upd By: TIM

Last Upd: 09/11/2010

Current Month	Balance YTD	Phys Current	Phys YTD	Hpl Current	Hpl YTD
0.00	0.00	0.00	0.00	0.00	0.00

[Save](#)

[Data Drive Movement](#)

[Doc Audit Trail](#)

[History](#)

[Delete This Acct](#)

[Change Currency](#)

[Change Acct Type](#)

**Balance by Period**

Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010

1.0 0.8 0.6 0.4 0.2 0.0

1.0 0.8 0.6 0.4 0.2 0.0

— Bnl

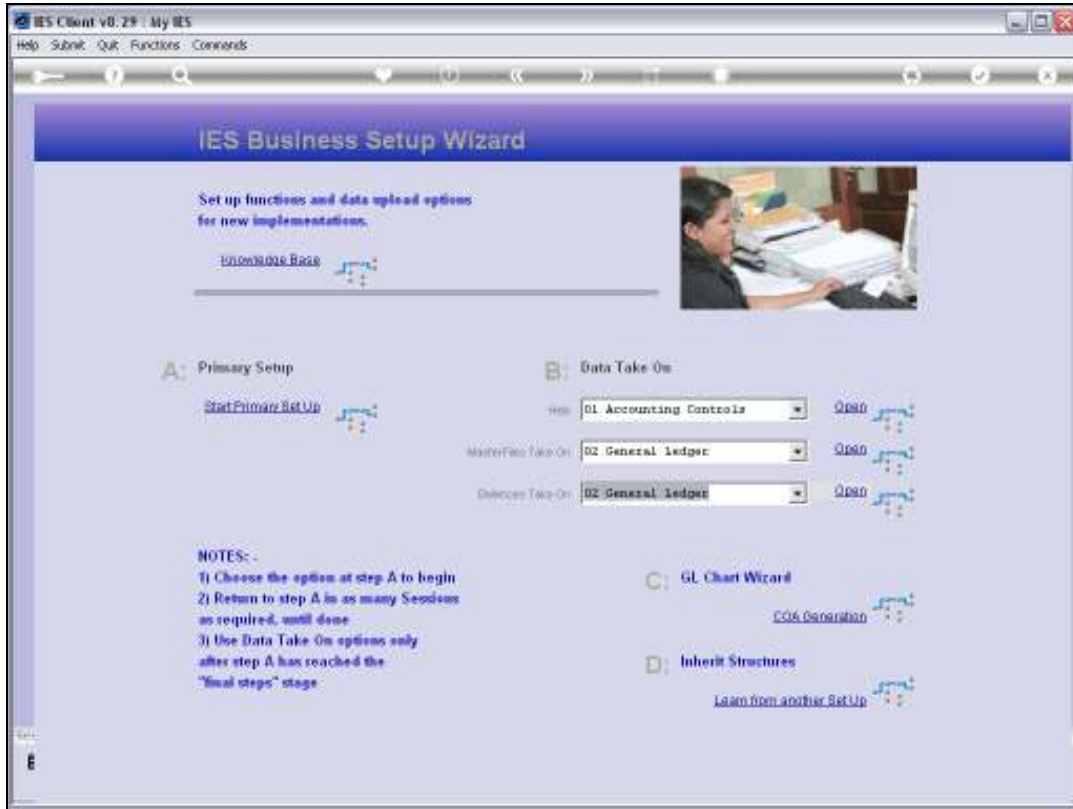
Slide 16  
Slide notes:





Slide 17

Slide notes: At the System Set Up Application, for 'Balances Take On', we can select 'General Ledger' for a Balance Take On process.



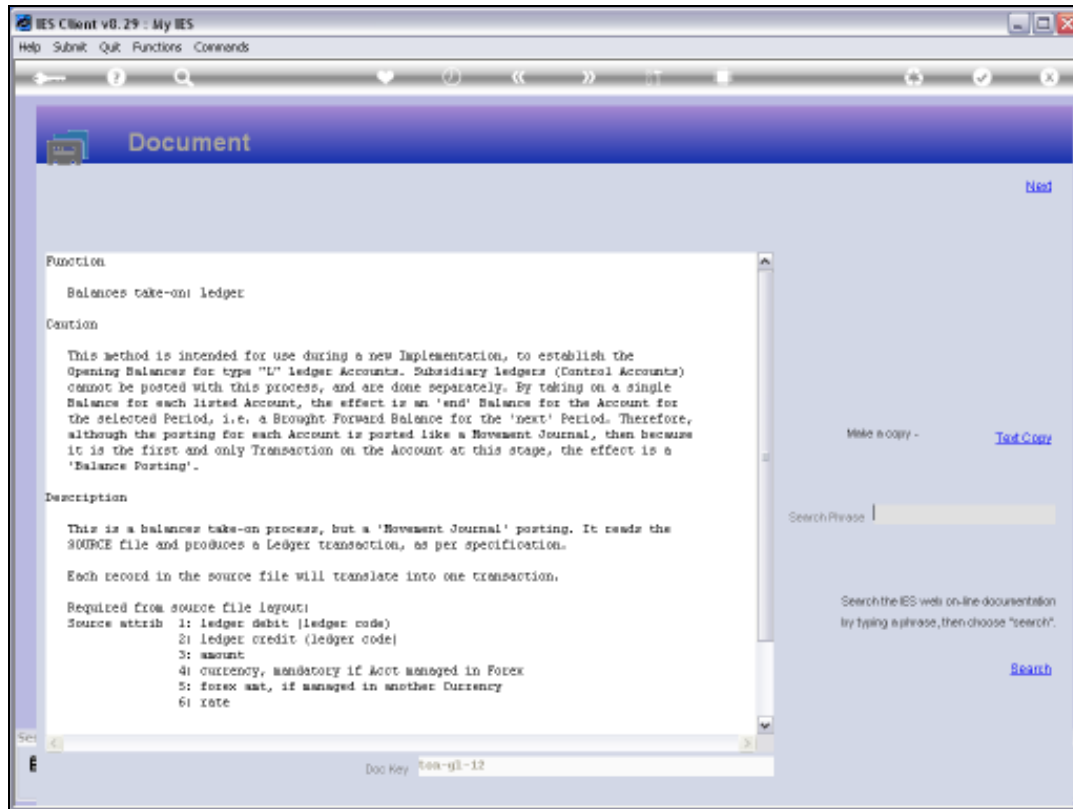
Slide 18  
Slide notes:



Slide 19  
Slide notes:

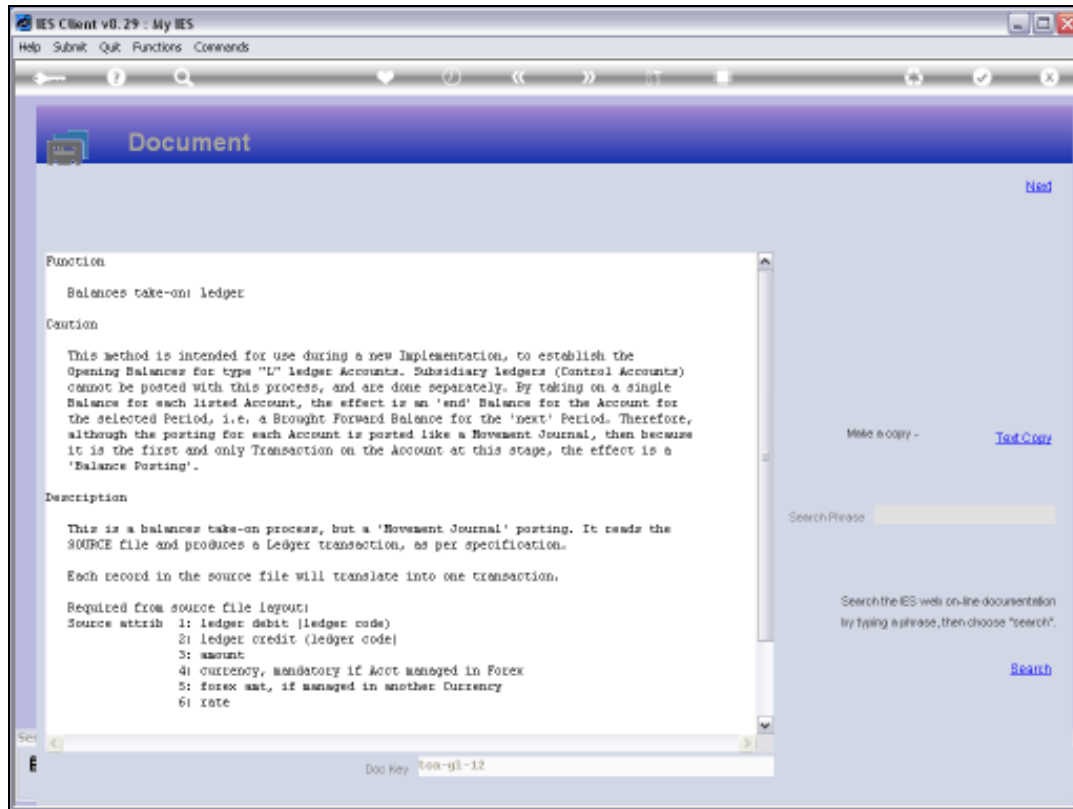


Slide 20  
Slide notes:



## Slide 21

Slide notes: As for all Take On processes, there is a Data Layout View that reveals what information we have to supply. The Document also explains how Movement Journals create a Balance effect where there is no prior activity on the Accounts. So we can take on Balances by providing Amounts and Accounts to Debit and Credit. This process will not post Subsidiary Ledgers though, and there are separate options for that.



IES Client v8.29 : My IES

Help Submit Quit Functions Comments

Document

Function

Balances take-on ledger

Caution

This method is intended for use during a new Implementation, to establish the Opening Balances for type "L" ledger Accounts. Subsidiary ledgers (Control Accounts) cannot be posted with this process, and are done separately. By taking on a single Balance for each listed Account, the effect is an 'end' Balance for the Account for the selected Period, i.e. a Brought Forward Balance for the 'next' Period. Therefore, although the posting for each Account is posted like a Movement Journal, then because it is the first and only Transaction on the Account at this stage, the effect is a 'Balance Posting'.

Description

This is a balances take-on process, but a 'Movement Journal' posting. It reads the SOURCE file and produces a Ledger transaction, as per specification.

Each record in the source file will translate into one transaction.

Required from source file layout:

Source attrib 1: ledger debit (ledger code)  
2: ledger credit (ledger code)  
3: amount  
4: currency, mandatory if Acct managed in Forex  
5: forex amt, if managed in another Currency  
6: rate

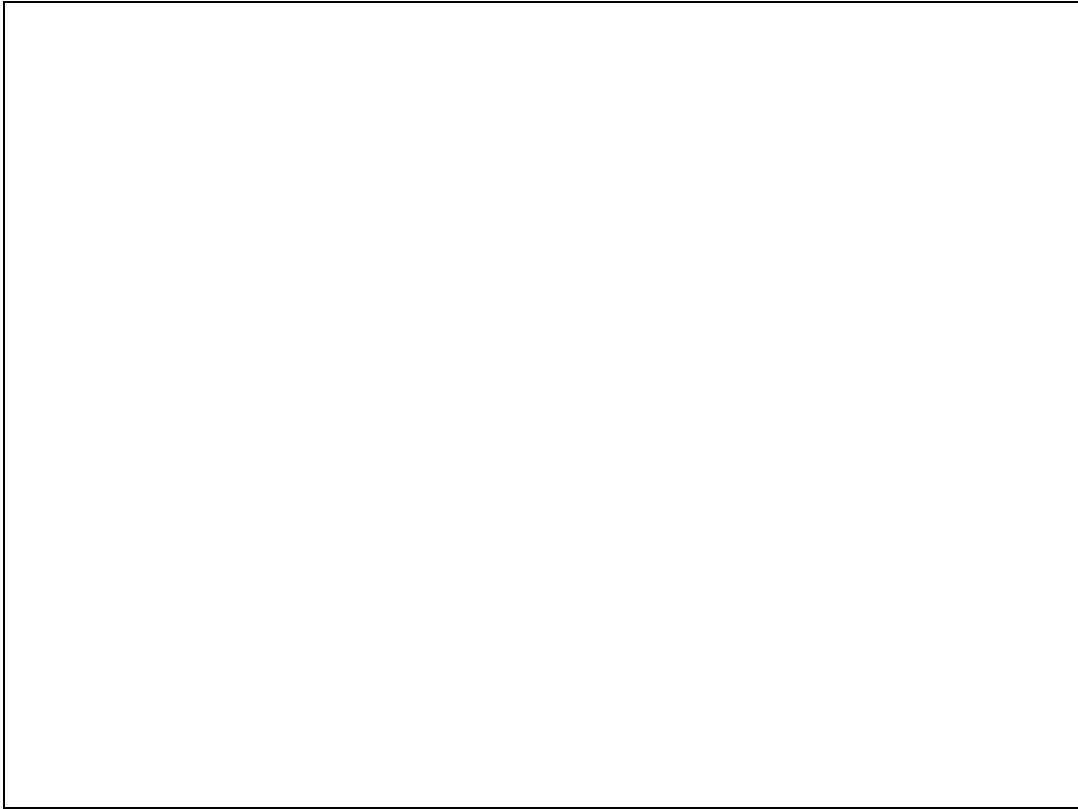
Make a copy - [Text Copy](#)

Search Please

Search the IES web on-line documentation by typing a phrase, then choose "search". [Search](#)

Doc Key: [100-gl-12](#)

Slide 22  
Slide notes:



Slide 23  
Slide notes:

The screenshot shows a web browser window titled "IES Client v8.29 : My IES". The browser address bar shows a document titled "Document". The main content area displays the following text:

**Balances take-on ledger**

**Caution**

This method is intended for use during a new Implementation, to establish the Opening Balances for type "L" ledger Accounts. Subsidiary ledgers (Control Accounts) cannot be posted with this process, and are done separately. By taking on a single Balance for each listed Account, the effect is an 'end' Balance for the Account for the selected Period, i.e. a Brought Forward Balance for the 'next' Period. Therefore, although the posting for each Account is posted like a Movement Journal, then because it is the first and only Transaction on the Account at this stage, the effect is a 'Balance Posting'.

**Description**

This is a balances take-on process, but a 'Movement Journal' posting. It reads the SOURCE file and produces a Ledger transaction, as per specification.

Each record in the source file will translate into one transaction.

Required from source file layout:

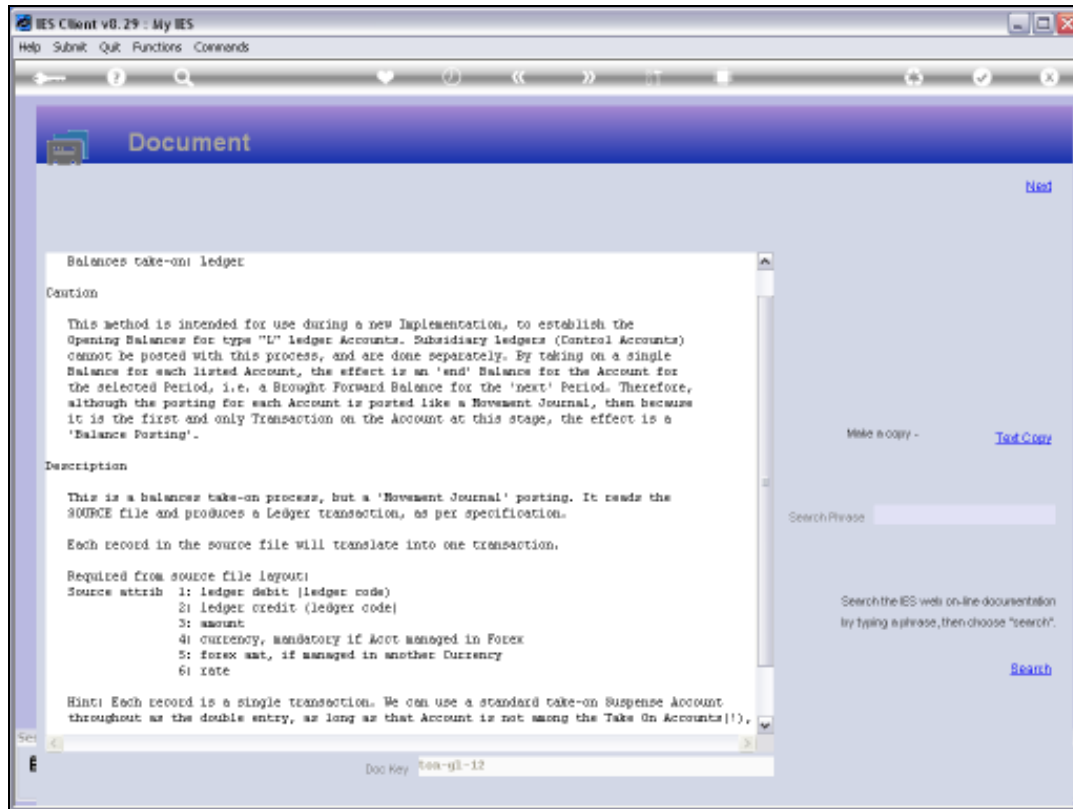
Source attrib 1: ledger debit (ledger code)  
 2: ledger credit (ledger code)  
 3: amount  
 4: currency, mandatory if Acct managed in Forex  
 5: forex amt, if managed in another Currency  
 6: rate

**Hint:** Each record is a single transaction. We can use a standard take-on Suspense Account throughout as the double entry, as long as that Account is not among the Take On Accounts(!).

At the bottom of the browser window, the document key "Doc Key: 100-gl-12" is visible. On the right side of the page, there are links for "Make a copy - Text Copy" and a search box with the text "Search the IES web on-line documentation by typing a phrase, then choose 'search'".

Slide 24  
 Slide notes:





The screenshot shows a web browser window titled "IES Client v8.29 : My IES". The browser address bar shows "http://www.ies.com.au/". The page content is a document titled "Balances take-on ledger".

**Document**

[Next](#)

Balances take-on ledger

Caution

This method is intended for use during a new Implementation, to establish the Opening Balances for type "L" ledger Accounts. Subsidiary ledgers (Control Accounts) cannot be posted with this process, and are done separately. By taking on a single Balance for each listed Account, the effect is an 'end' Balance for the Account for the selected Period, i.e. a Brought Forward Balance for the 'next' Period. Therefore, although the posting for each Account is posted like a Movement Journal, then because it is the first and only Transaction on the Account at this stage, the effect is a 'Balance Posting'.

Description

This is a balances take-on process, but a 'Movement Journal' posting. It reads the SOURCE file and produces a Ledger transaction, as per specification.

Each record in the source file will translate into one transaction.

Required from source file layout:

Source attrib 1: ledger debit (ledger code)  
2: ledger credit (ledger code)  
3: amount  
4: currency, mandatory if Acct managed in Forex  
5: forex amt, if managed in another Currency  
6: rate

Hint: Each record is a single transaction. We can use a standard take-on Suspense Account throughout as the double entry, as long as that Account is not among the Take On Accounts(!).

Doc Key: [Bal-gl-12](#)

Make a copy - [Text Copy](#)

Search Phrase

Search the IES web on-line documentation by typing a phrase, then choose "search".

[Search](#)

Slide 25  
Slide notes:

The screenshot shows a web browser window titled "IES Client v8.29 : My IES". The browser's address bar is empty, and the page content is displayed in a document viewer. The document has a purple header with the word "Document" and a "Print" link in the top right corner. The main content area is titled "Balances take-on ledger" and contains the following text:

**Caution**

This method is intended for use during a new implementation, to establish the Opening Balances for type "L" ledger Accounts. Subsidiary ledgers (Control Accounts) cannot be posted with this process, and are done separately. By taking on a single Balance for each listed Account, the effect is an 'end' Balance for the Account for the selected Period, i.e. a Brought Forward Balance for the 'next' Period. Therefore, although the posting for each Account is posted like a Movement Journal, then because it is the first and only Transaction on the Account at this stage, the effect is a 'Balance Posting'.

**Description**

This is a balances take-on process, but a 'Movement Journal' posting. It reads the SOURCE file and produces a Ledger transaction, as per specification.

Each record in the source file will translate into one transaction.

Required from source file layout:

Source attrib 1: ledger debit (ledger code)  
2: ledger credit (ledger code)  
3: amount  
4: currency, mandatory if Acct managed in Forex  
5: forex amt, if managed in another Currency  
6: rate

**Hint:** Each record is a single transaction. We can use a standard take-on Suspense Account throughout as the double entry, as long as that Account is not among the Take On Accounts(!).

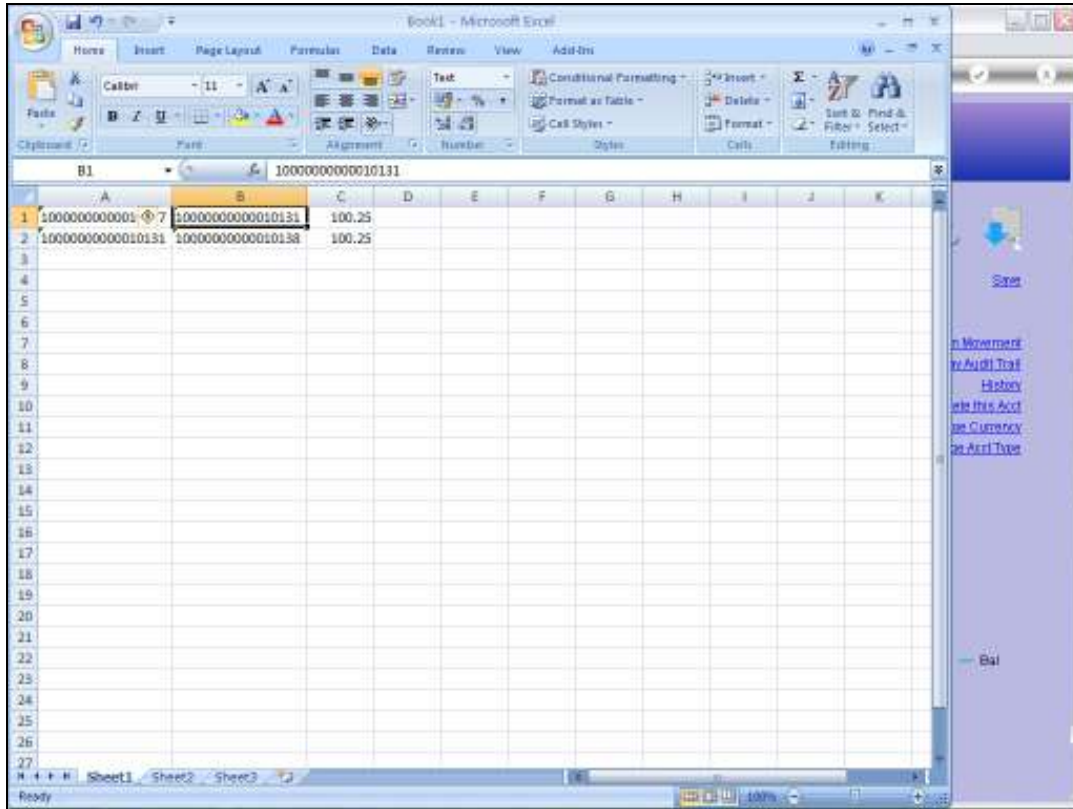
At the bottom of the document viewer, there is a "Doc Key" field containing "100-gl-12". To the right of the document viewer, there are two search options: "Make a copy - Text Copy" and a "Search Phrase" input field with a "Search" button below it. A note below the search field says: "Search the IES web on-line documentation by typing a phrase, then choose 'search'."

Slide 26  
Slide notes:

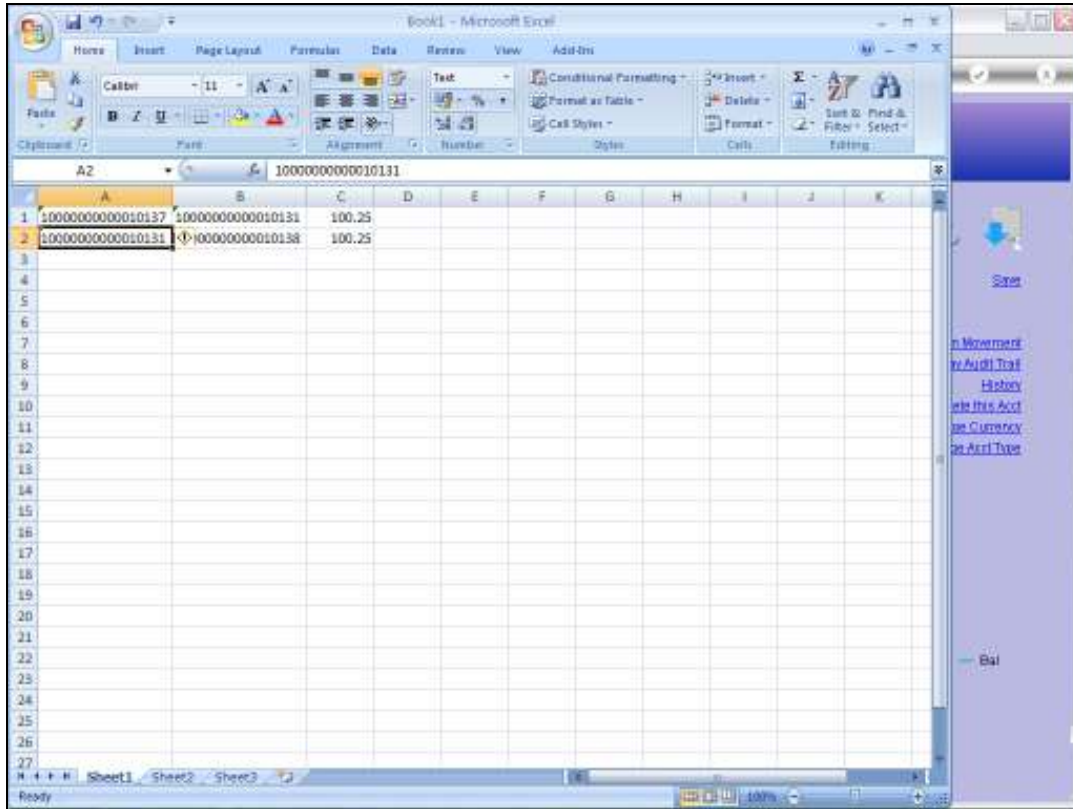
	A	B	C	D	E	F	G	H	I	J	K
1	10000000000010137	10000000000010131	100.25								
2	10000000000010131	10000000000010138	100.25								
3											
4											
5											
6											
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27											

## Slide 27

Slide notes: This is our example spreadsheet. We will credit and debit the Forex Gain and Loss Accounts respectively, and in the process the double-entry Account will be the Take On suspense. Amounts can be supplied with 2 decimals, and for this process are always positive. Exchange Rates, where applicable, may be stated with up to 4 decimals. Note that we have a balancing Trial Balance Take On here, in the sense that the totals passing through the Take On Suspense Account will add up to zero. It is of course possible to do it without balancing, as long as one understands what is being achieved, and the Take On can be performed in multiple steps, i.e. different sets of Journals in each step.

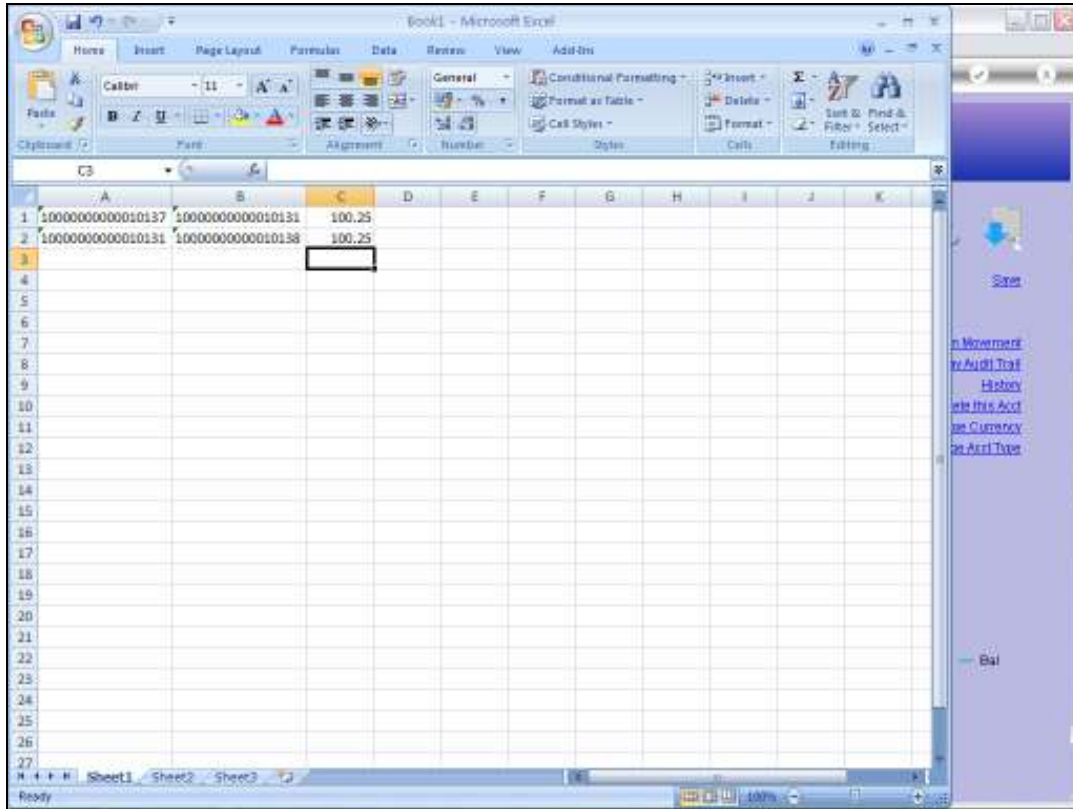


Slide 28  
Slide notes:

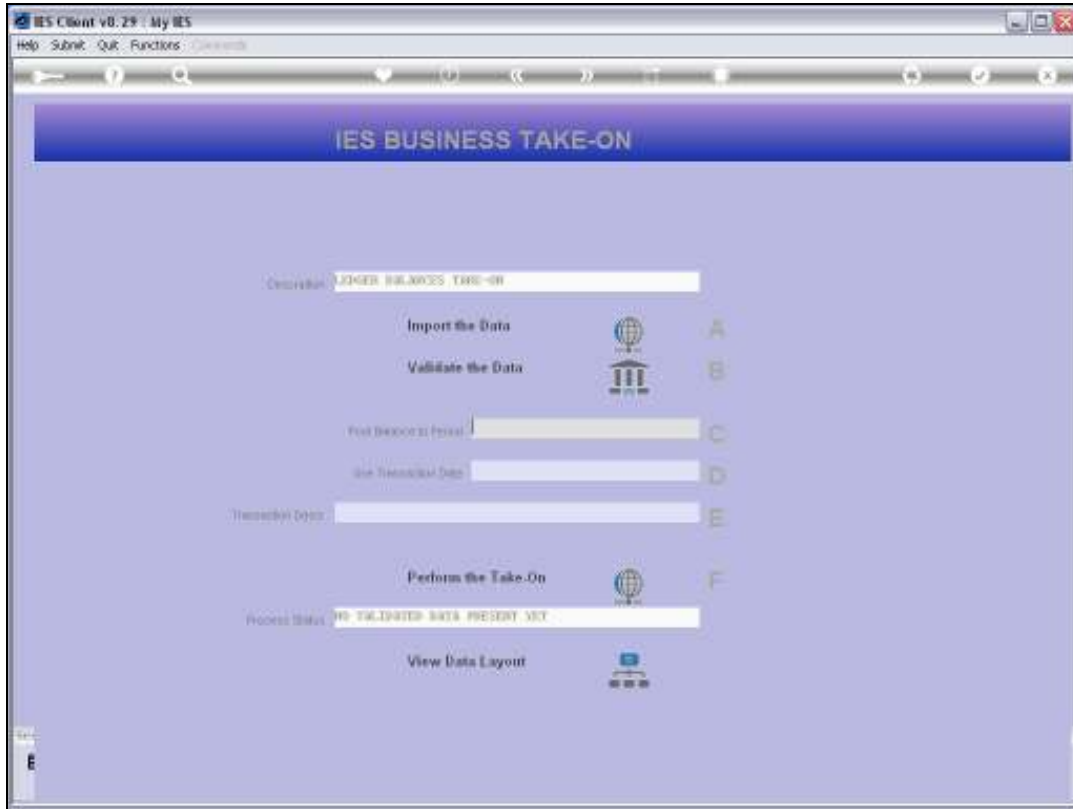


Slide 29

Slide notes: We save the spreadsheet in CSV format and place it on the BRIDGE folder.

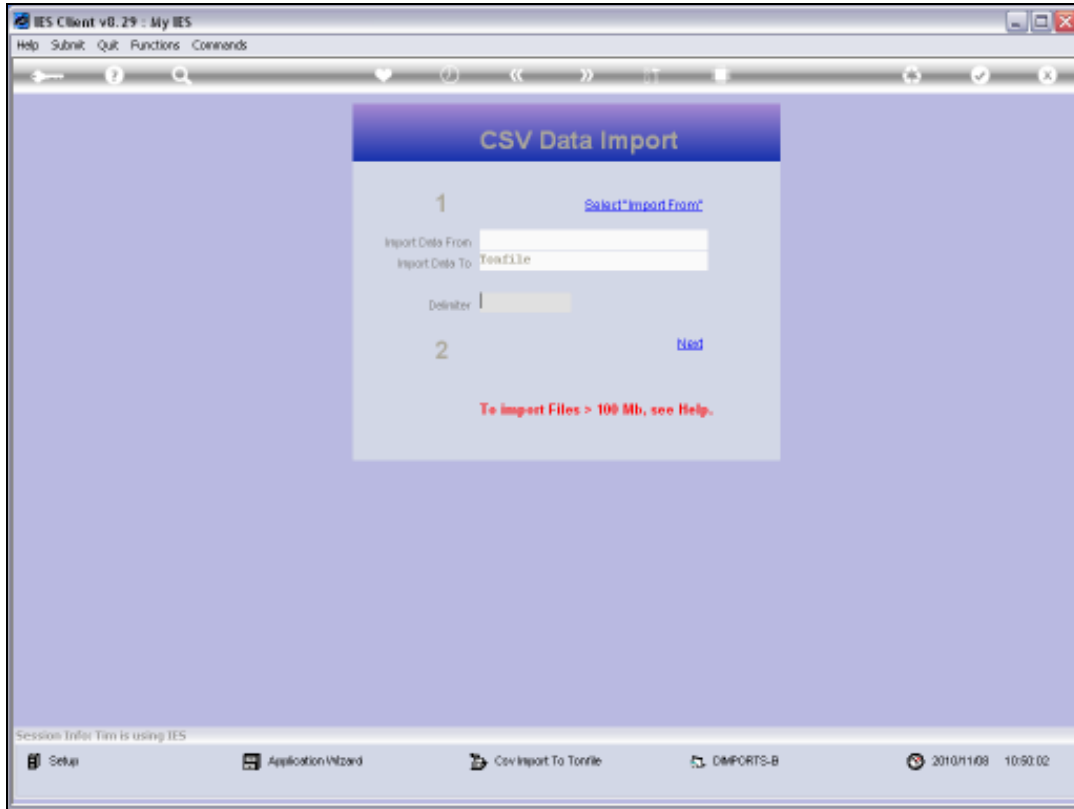


Slide 30  
Slide notes:



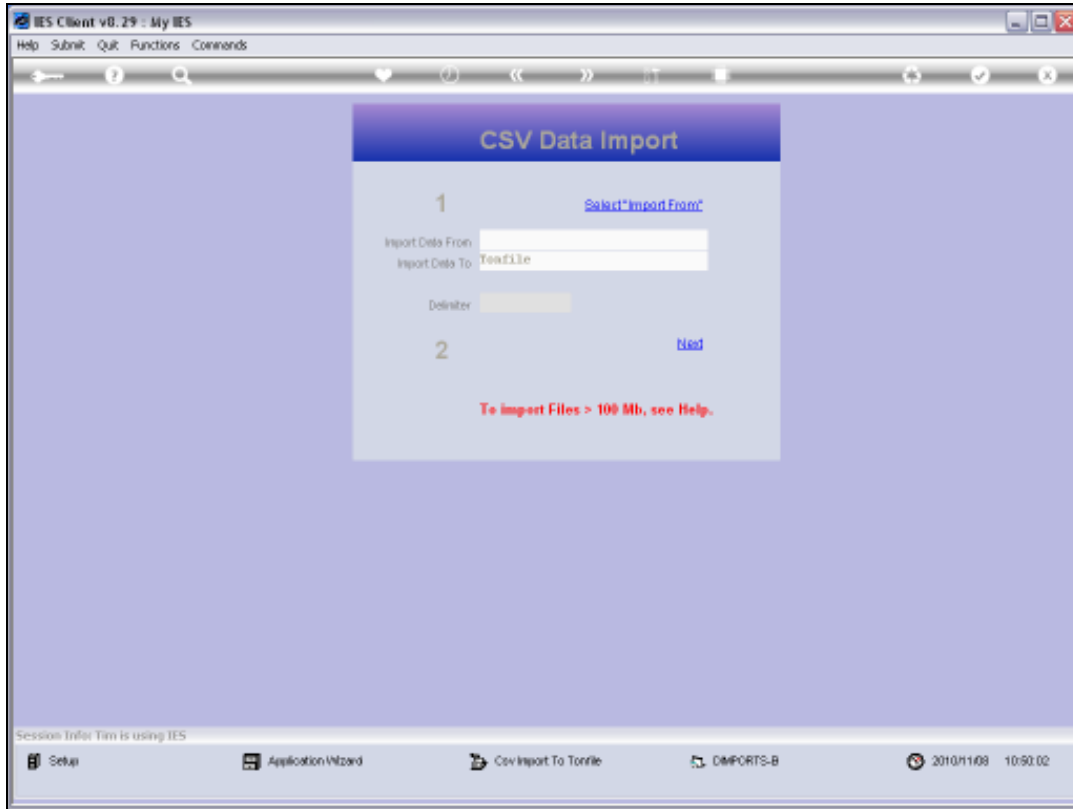
Slide 31

Slide notes: Then we are ready to import.

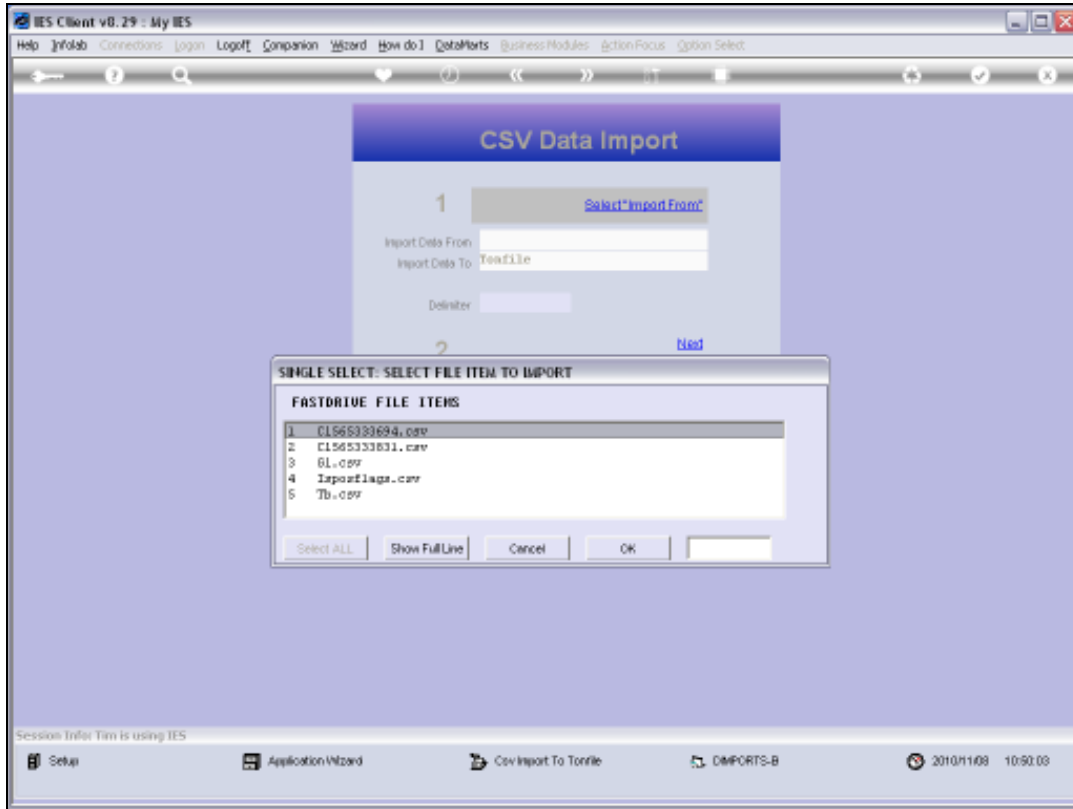


Slide 32  
Slide notes:

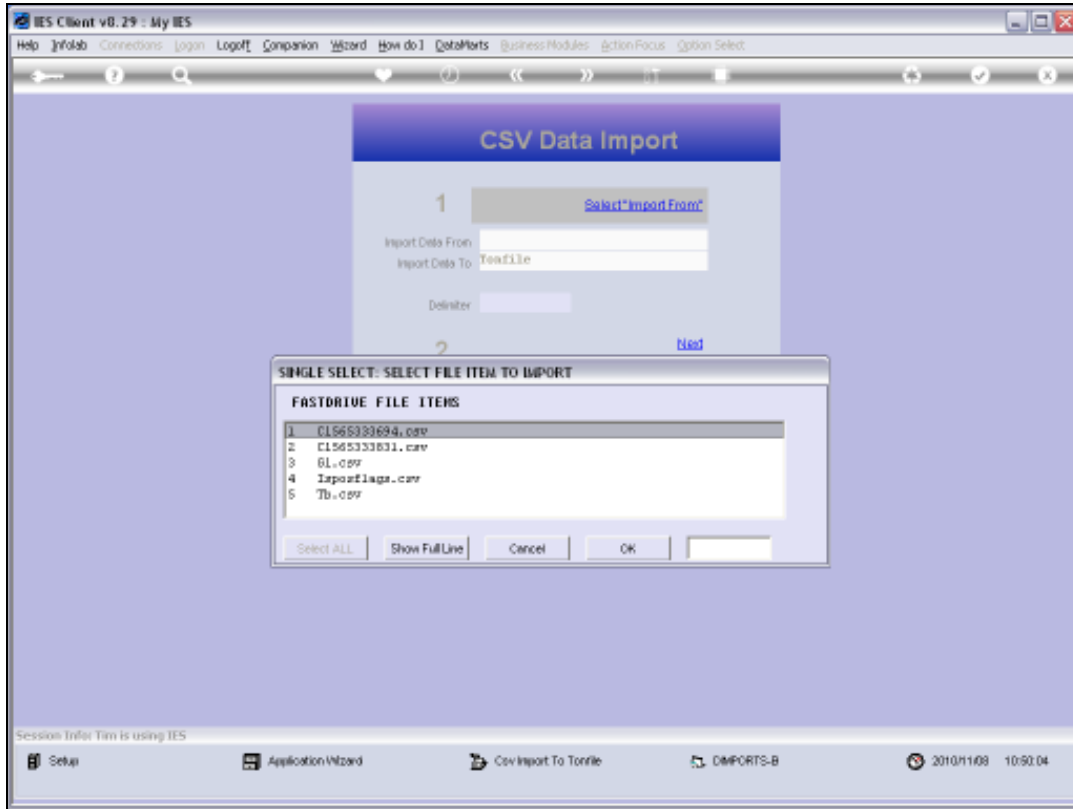




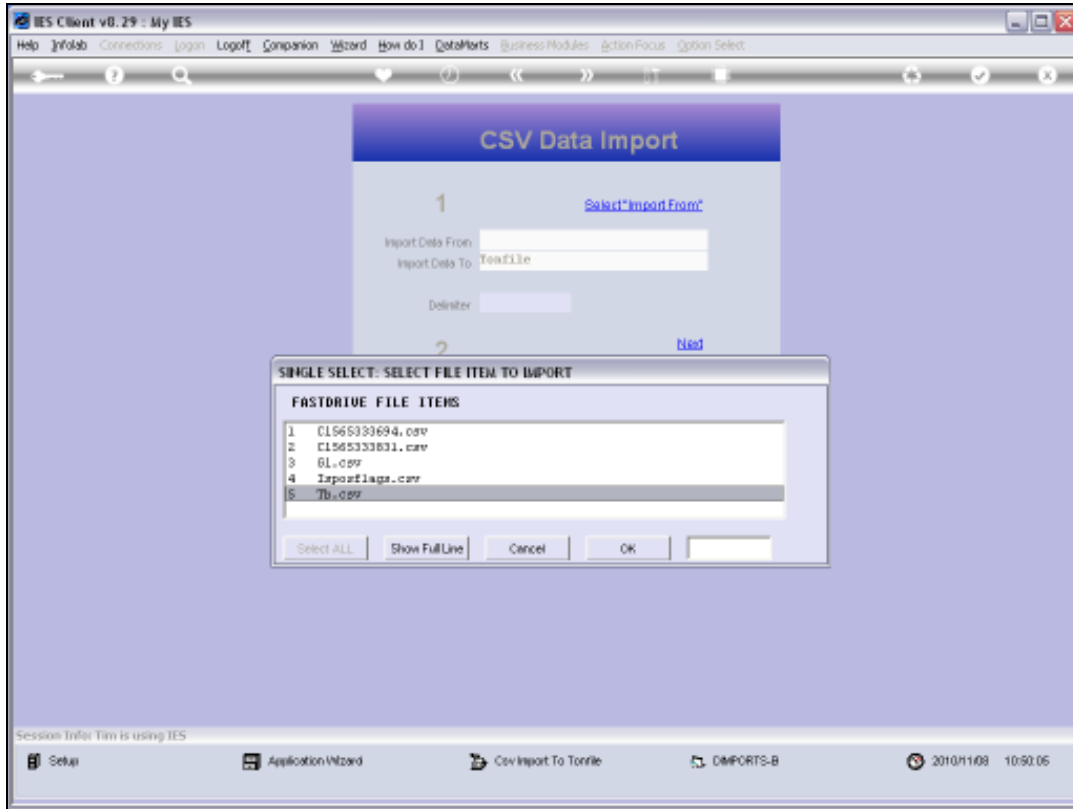
Slide 33  
Slide notes:



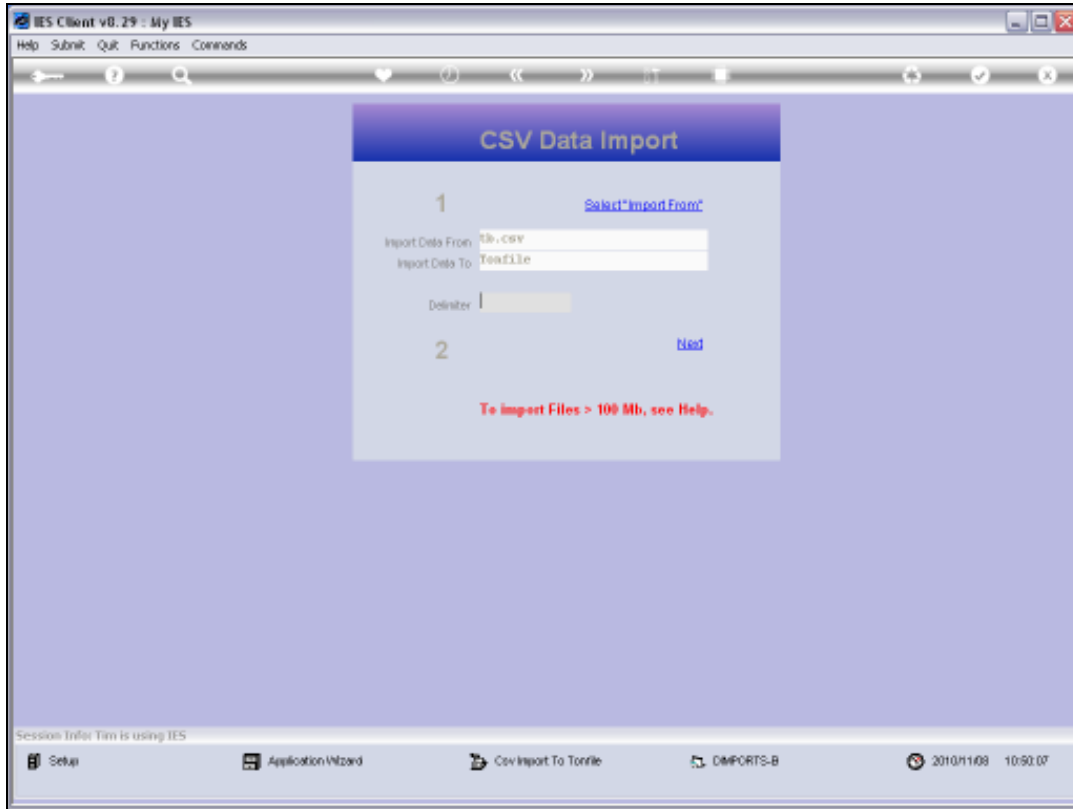
Slide 34  
Slide notes:



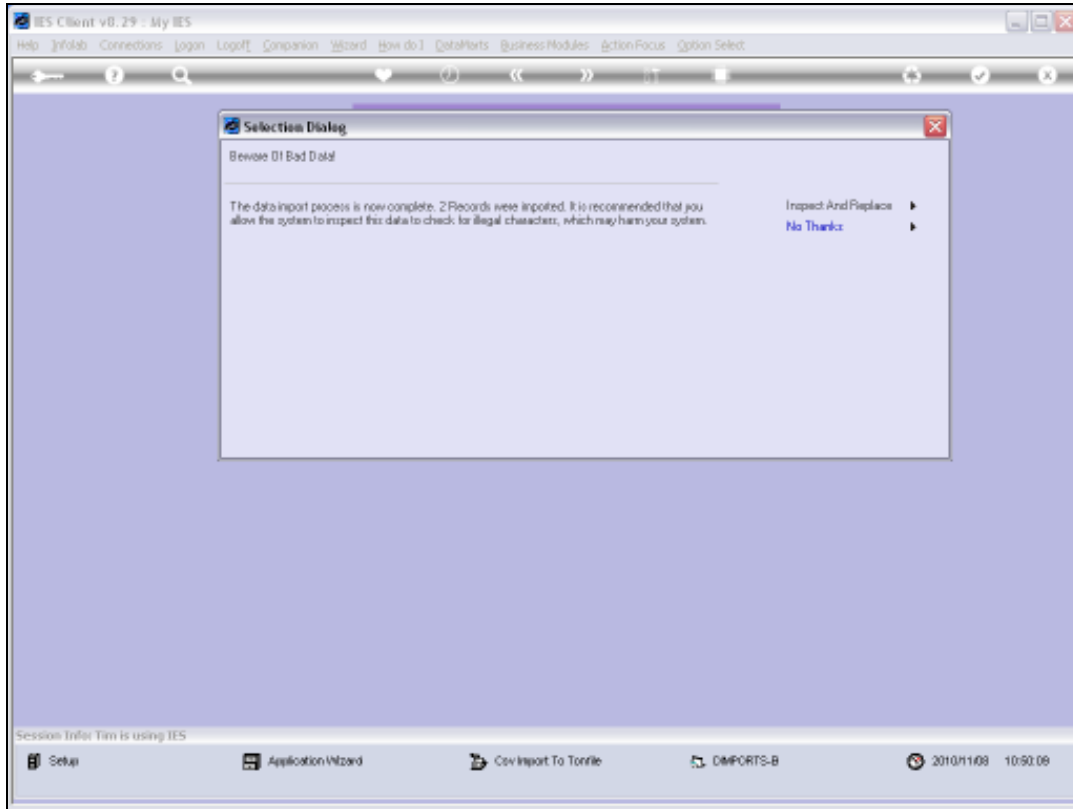
Slide 35  
Slide notes:



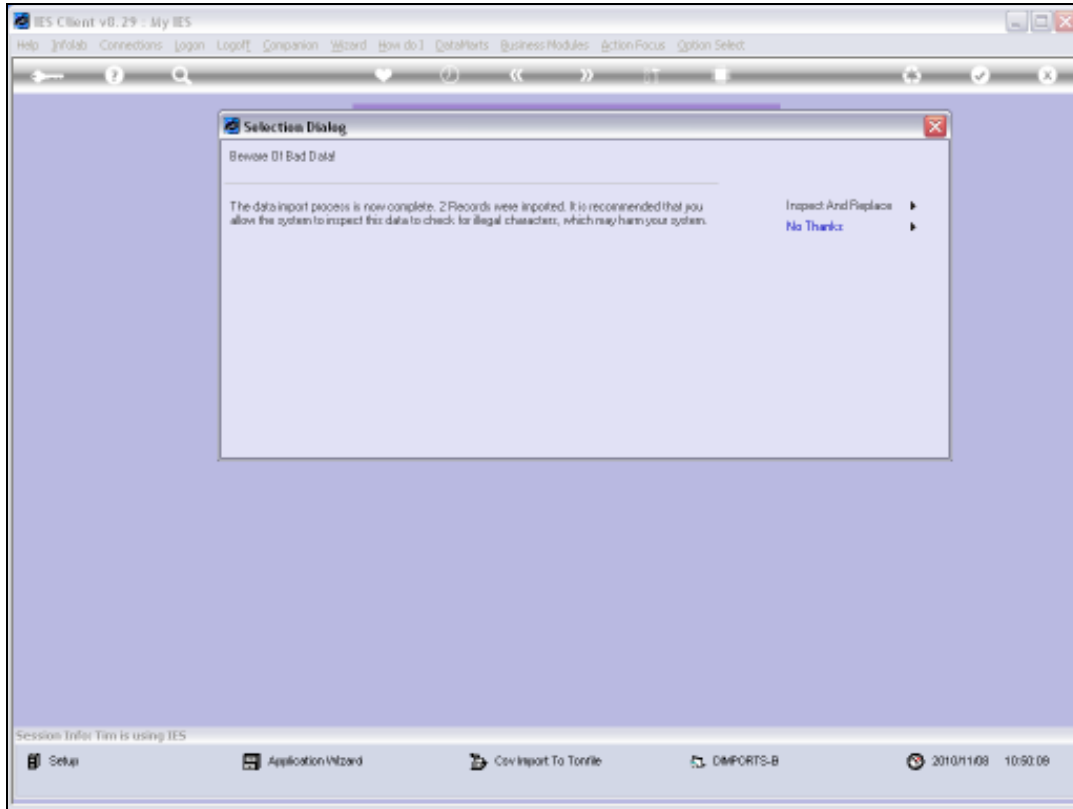
Slide 36  
Slide notes:



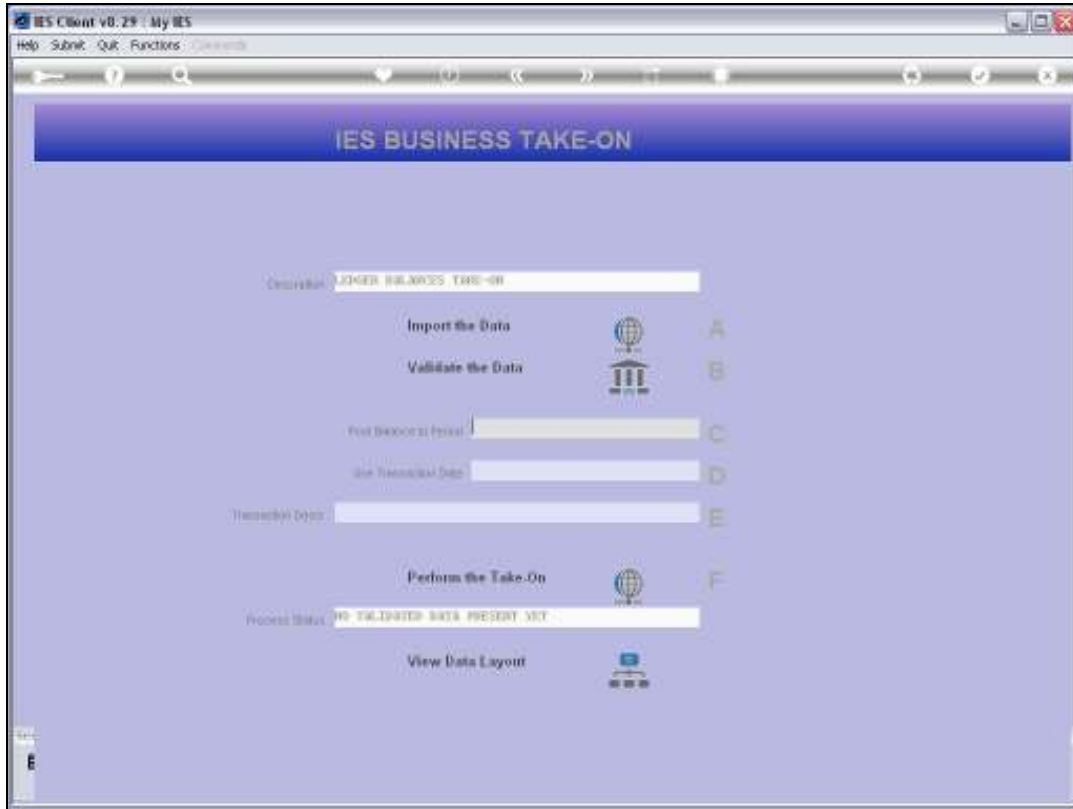
Slide 37  
Slide notes:



Slide 38  
Slide notes:



Slide 39  
Slide notes:

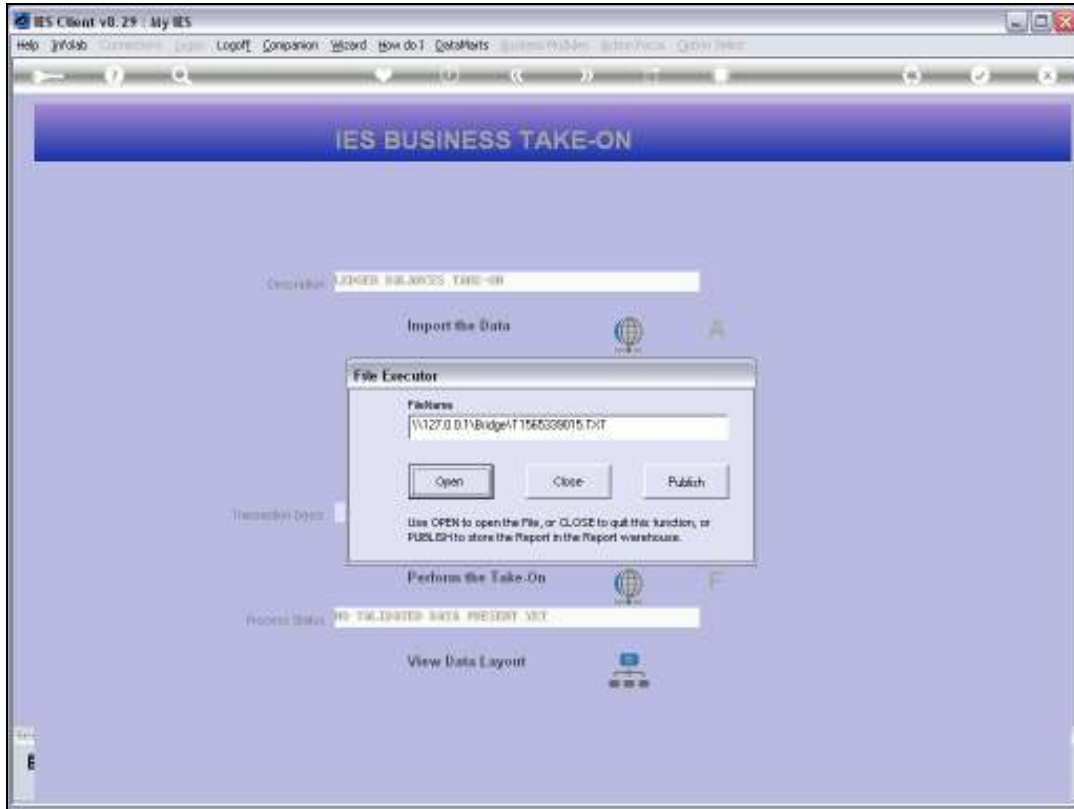


Slide 40  
Slide notes:





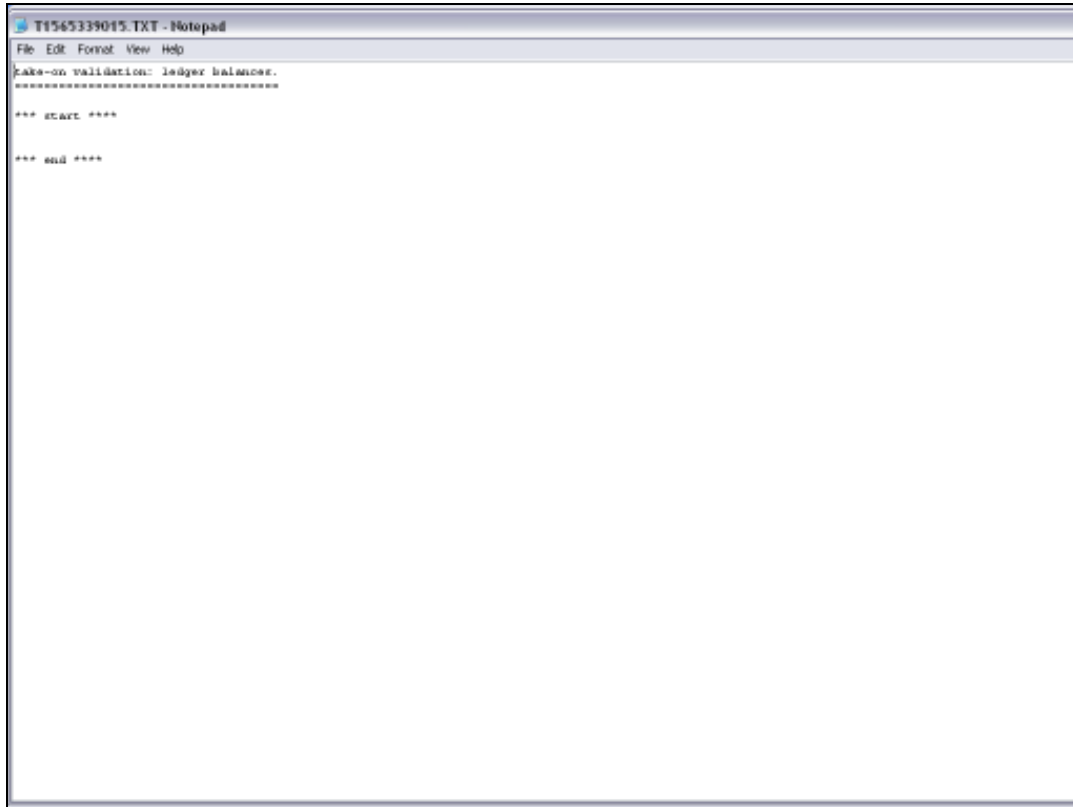
Slide 41  
Slide notes:



Slide 42  
Slide notes:



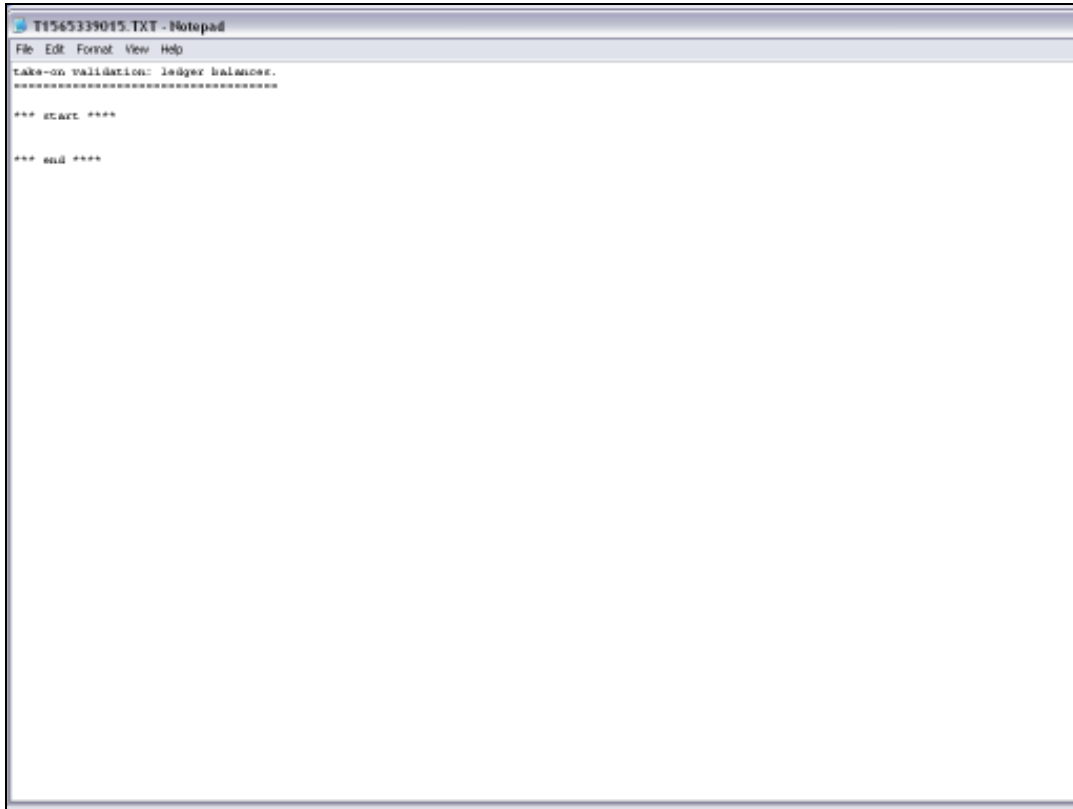
Slide 43  
Slide notes:



```
T1565339015.TXT - Notepad
File Edit Format View Help
Take-on validation: ledger balances.
*****
*** start ***
*** end ***
```

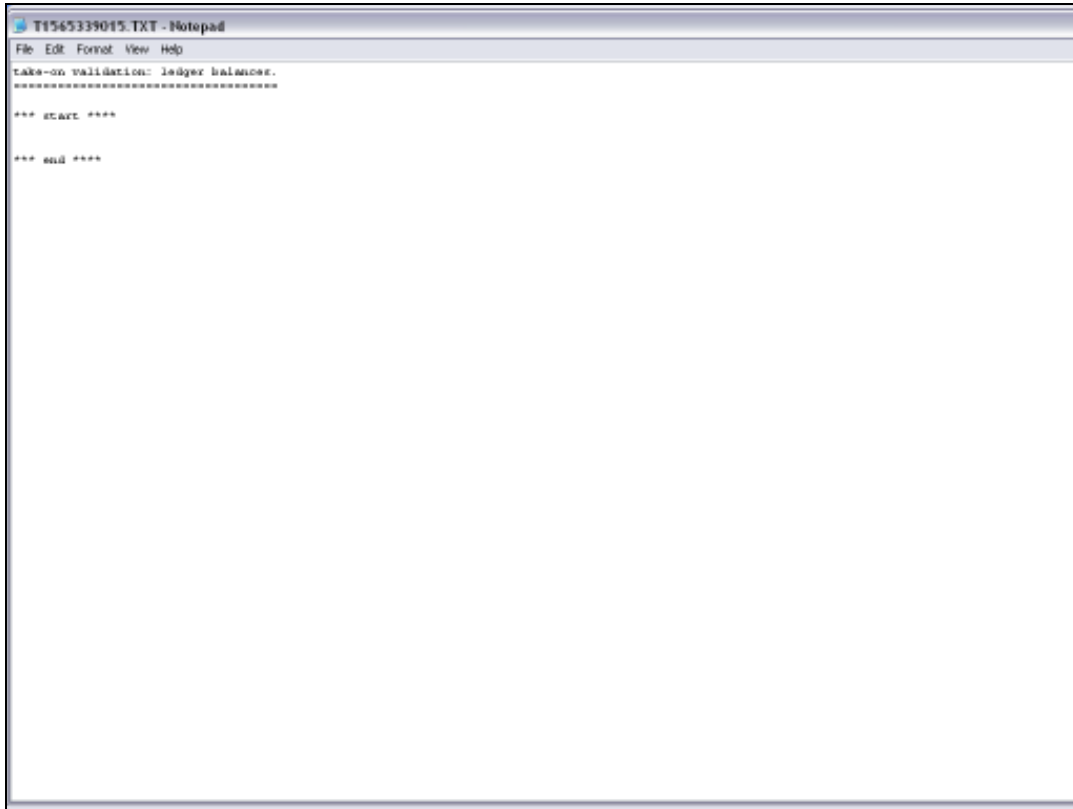
Slide 44

Slide notes: If the Validation Report does not show any errors between 'start' and 'end' then we can proceed with the Take On.



```
T1565339015.TXT - Notepad
File Edit Format View Help
take-on validation: ledger balance.
=====
*** start ***
*** end ***
```

Slide 45  
Slide notes:



```
T1565339015.TXT - Notepad
File Edit Format View Help
take-on validation: ledger balance.
=====
*** start ***
*** end ***
```

Slide 46  
Slide notes:



Slide 47  
Slide notes:



Slide 48  
Slide notes:





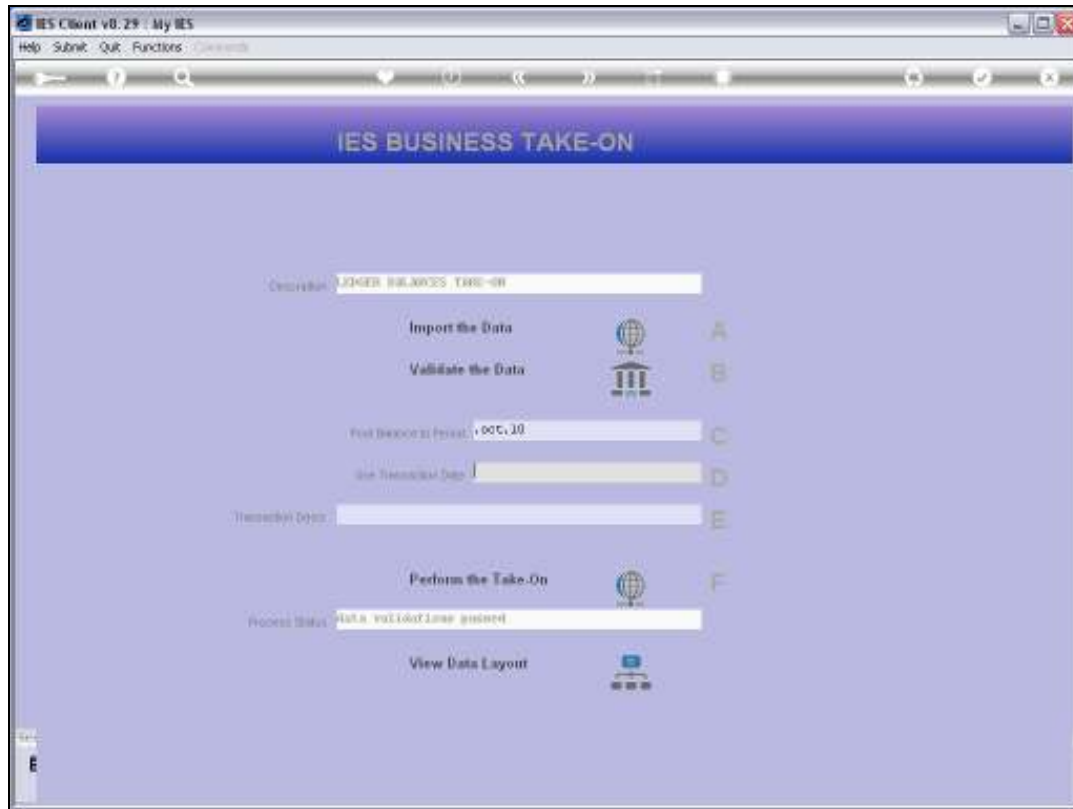
Slide 49  
Slide notes:



Slide 50  
Slide notes:



Slide 51  
Slide notes:



Slide 52

Slide notes: The Period we select for an Implementation Balance Take On will be the Period immediately preceding the Opening Period for general use. In other words, a Closing Balance in October will be the Opening Balance for November.

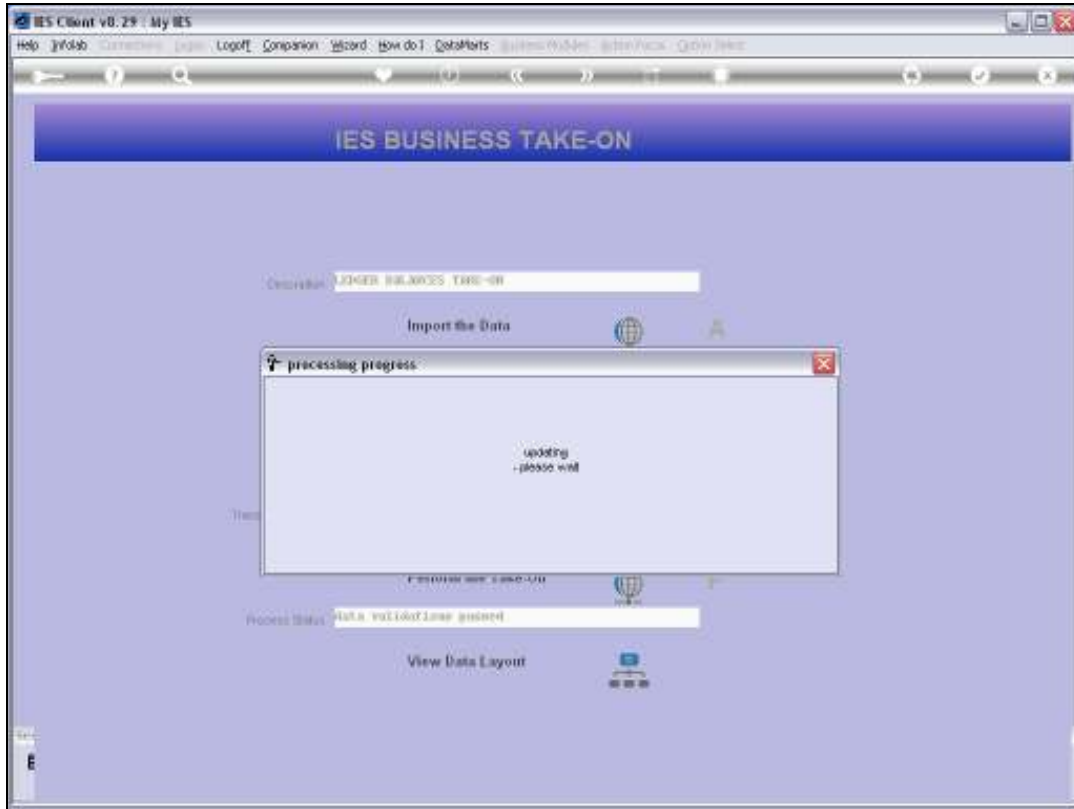


Slide 53

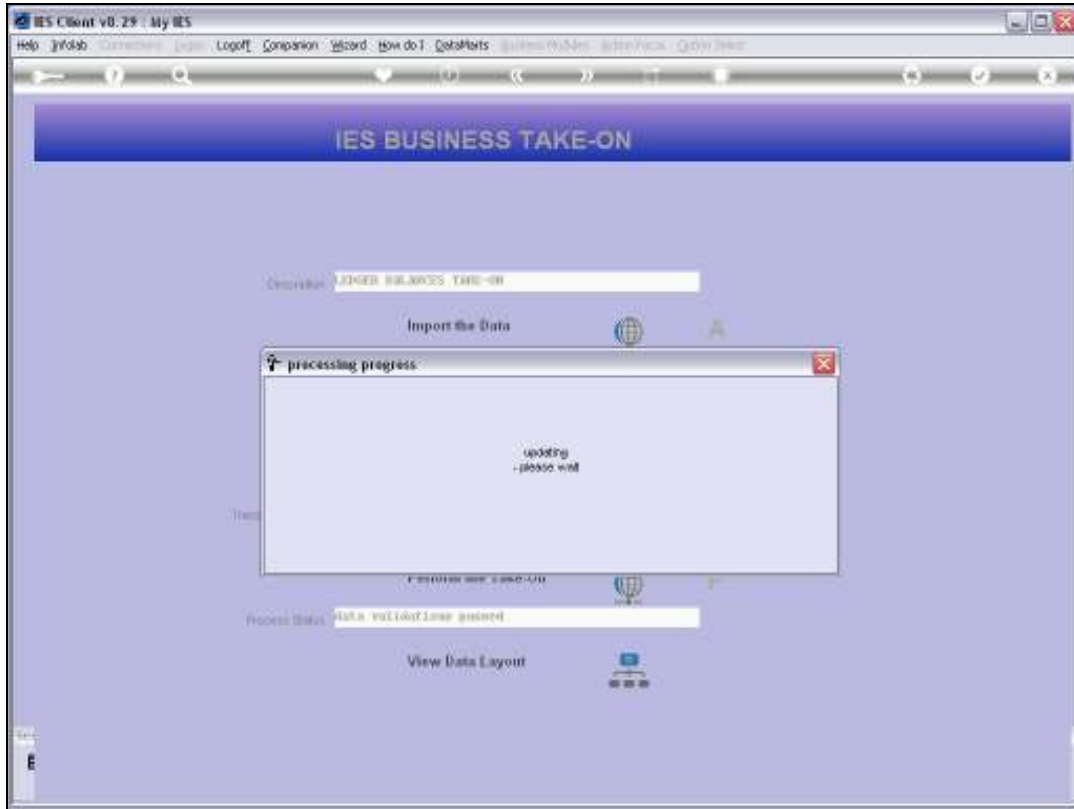
Slide notes: We also need a Transaction Date and a Transaction Description.



Slide 54  
Slide notes:

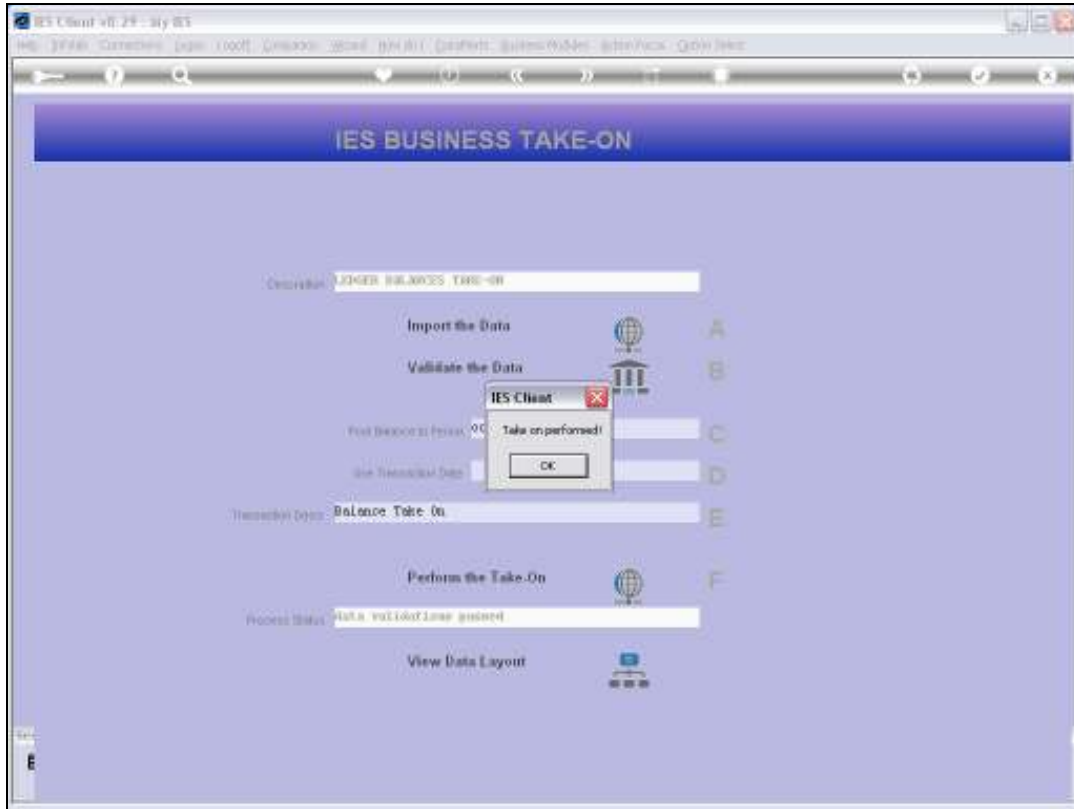


Slide 55  
Slide notes:



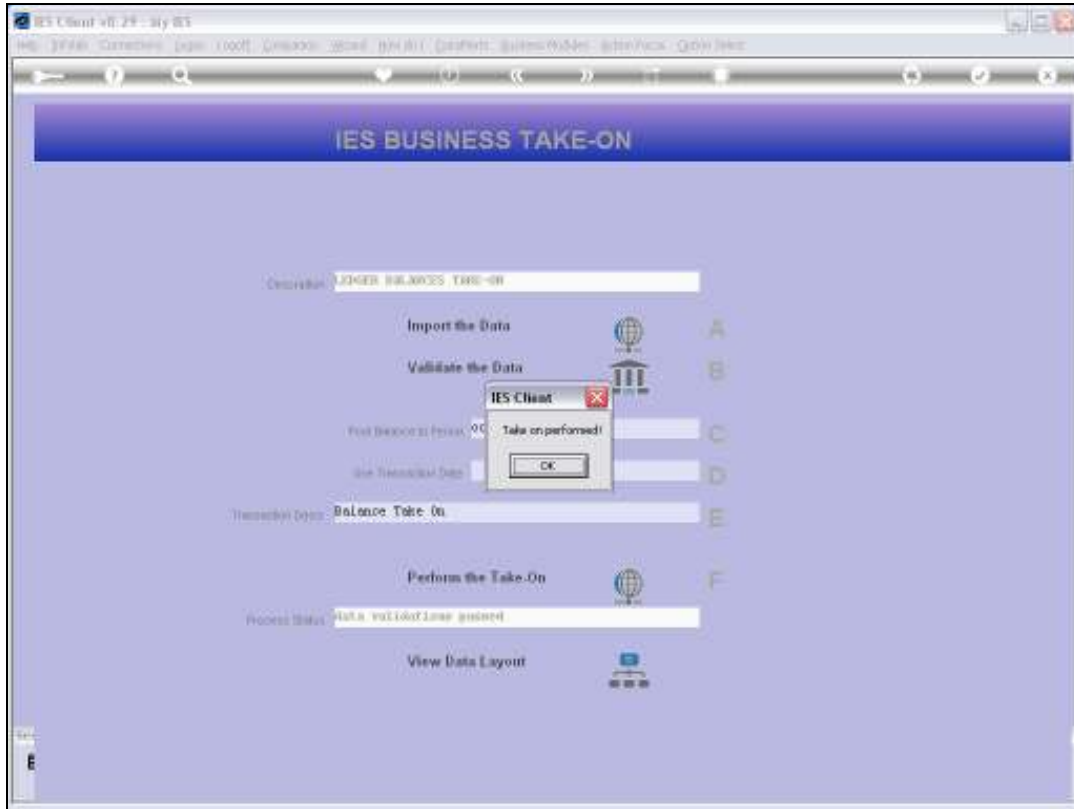
Slide 56  
Slide notes:



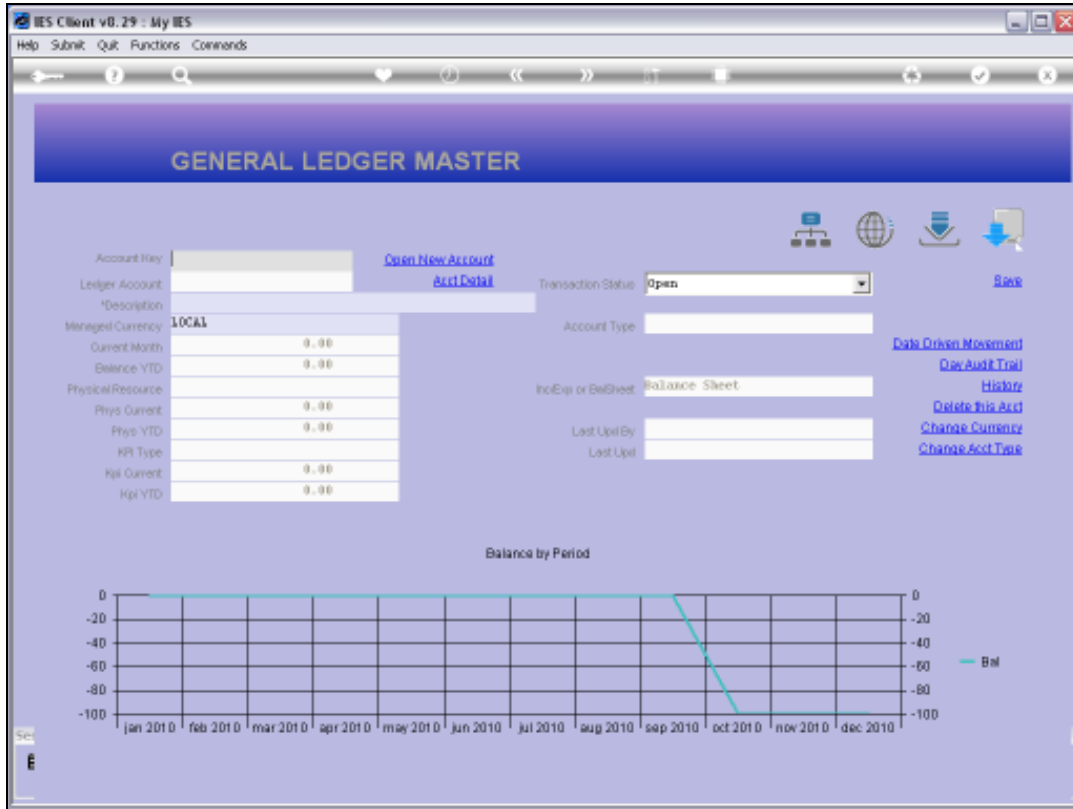


Slide 57

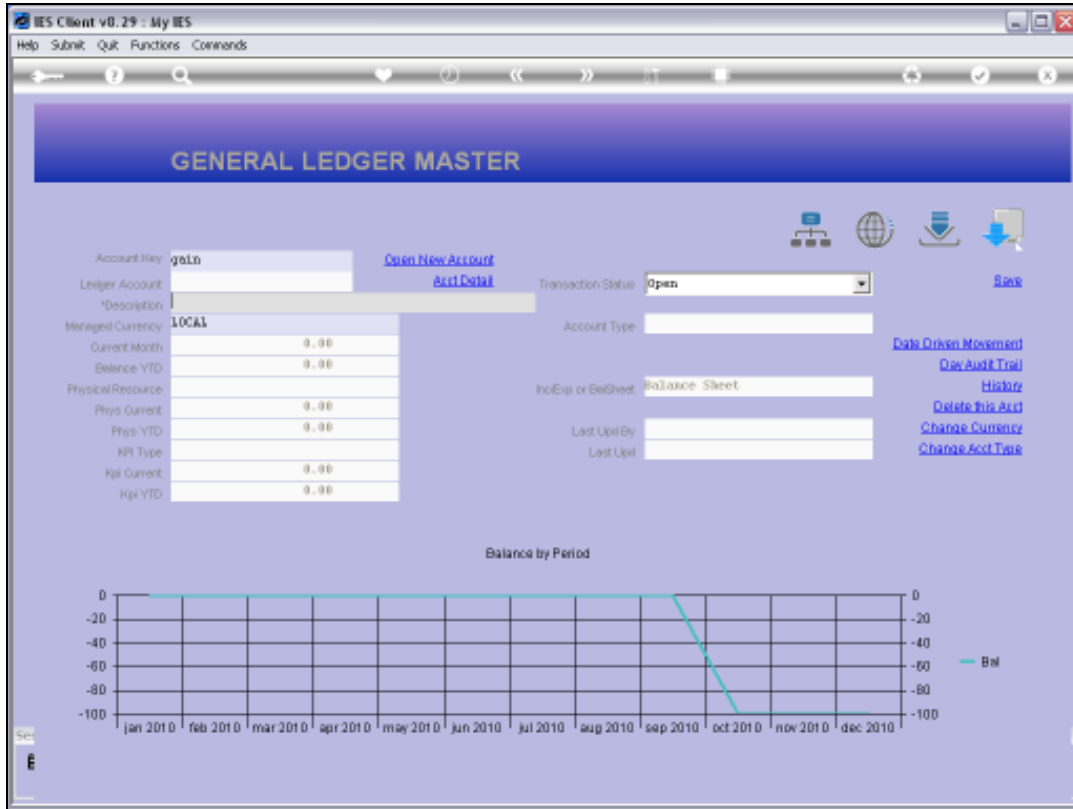
Slide notes: Now that the Take On has been performed, we can check the result with a Trial Balance Report, or even just spot-check some of the Accounts.



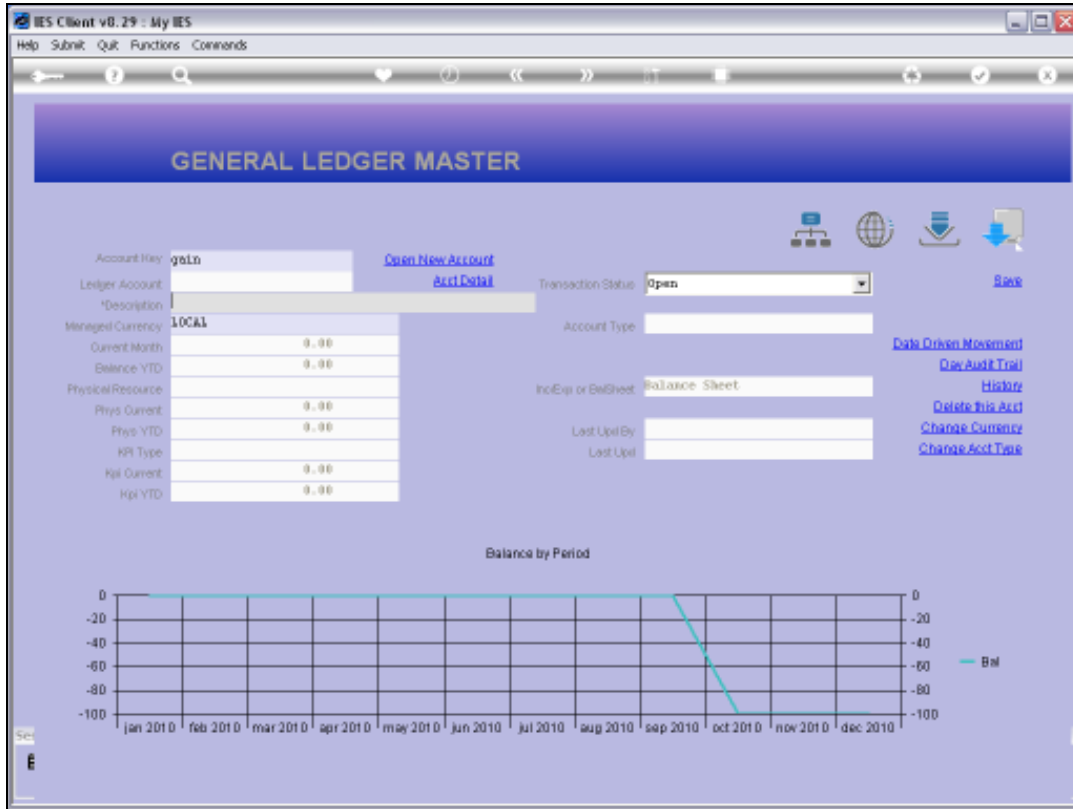
Slide 58  
Slide notes:



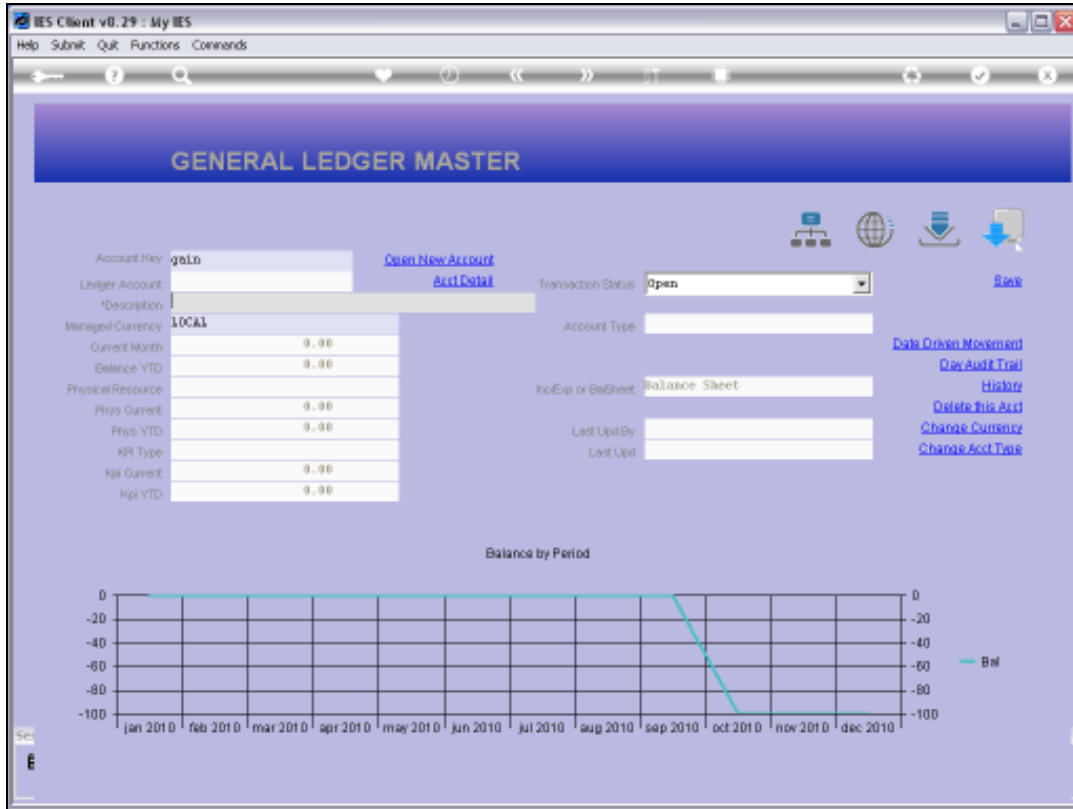
Slide 59  
Slide notes:



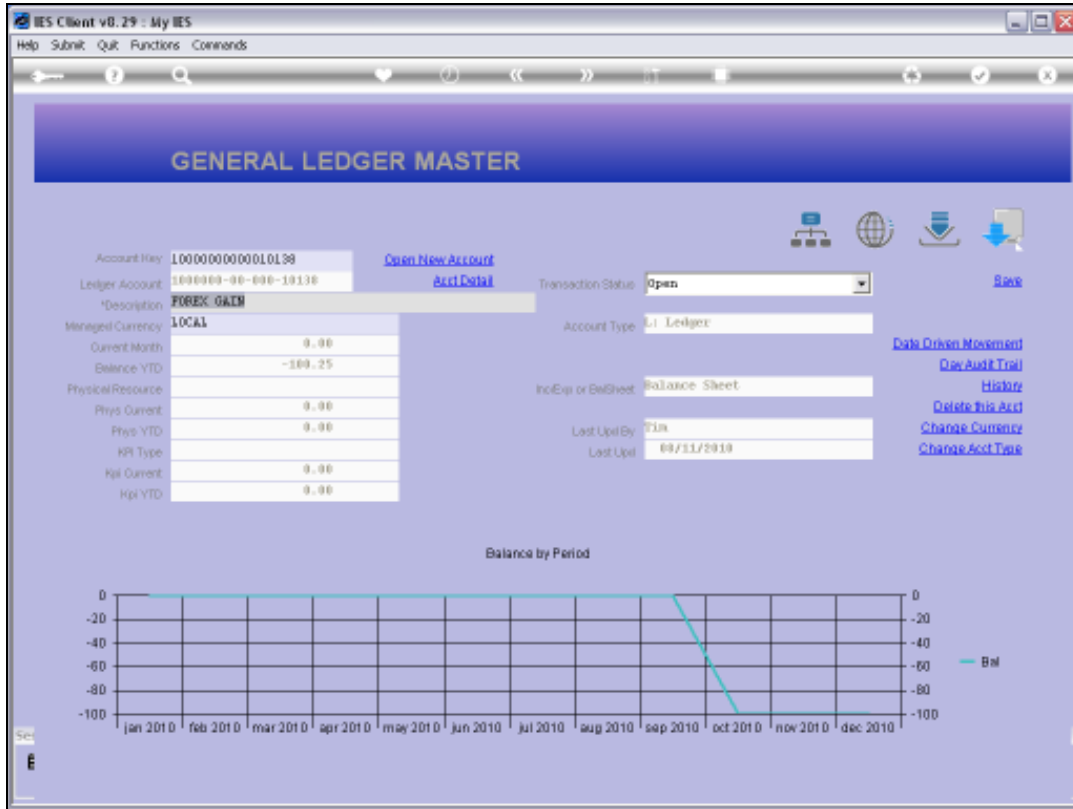
Slide 60  
Slide notes:



Slide 61  
Slide notes:

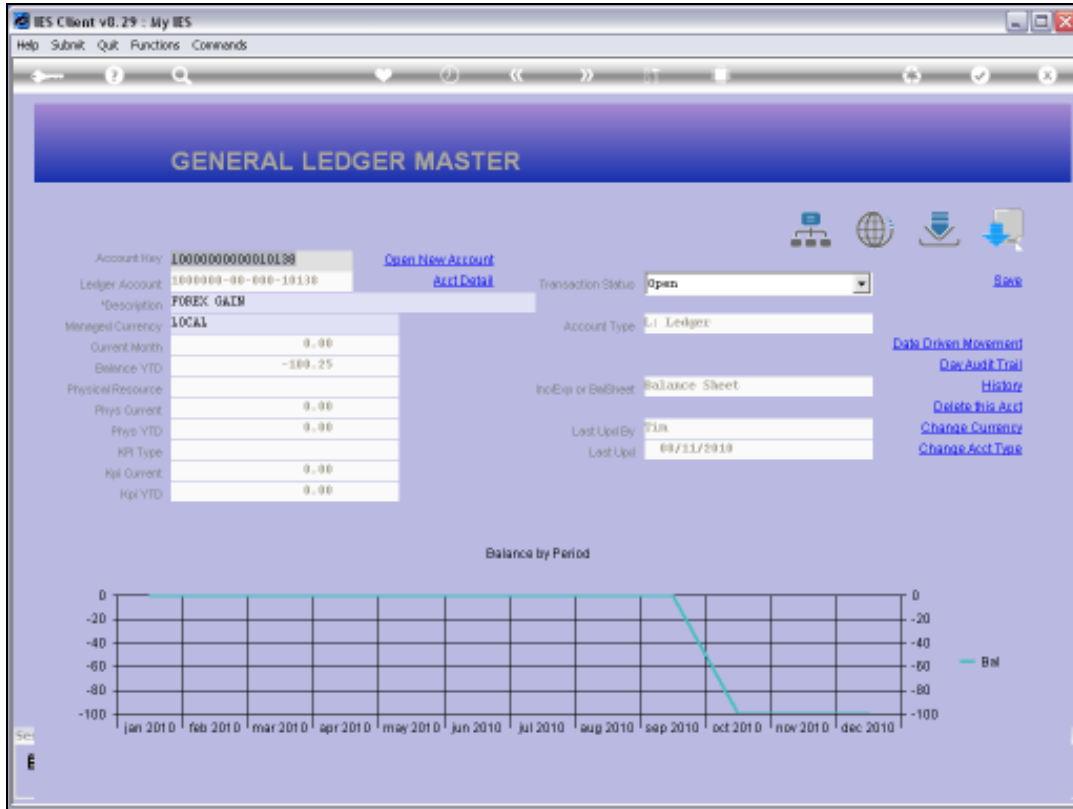


Slide 62  
Slide notes:



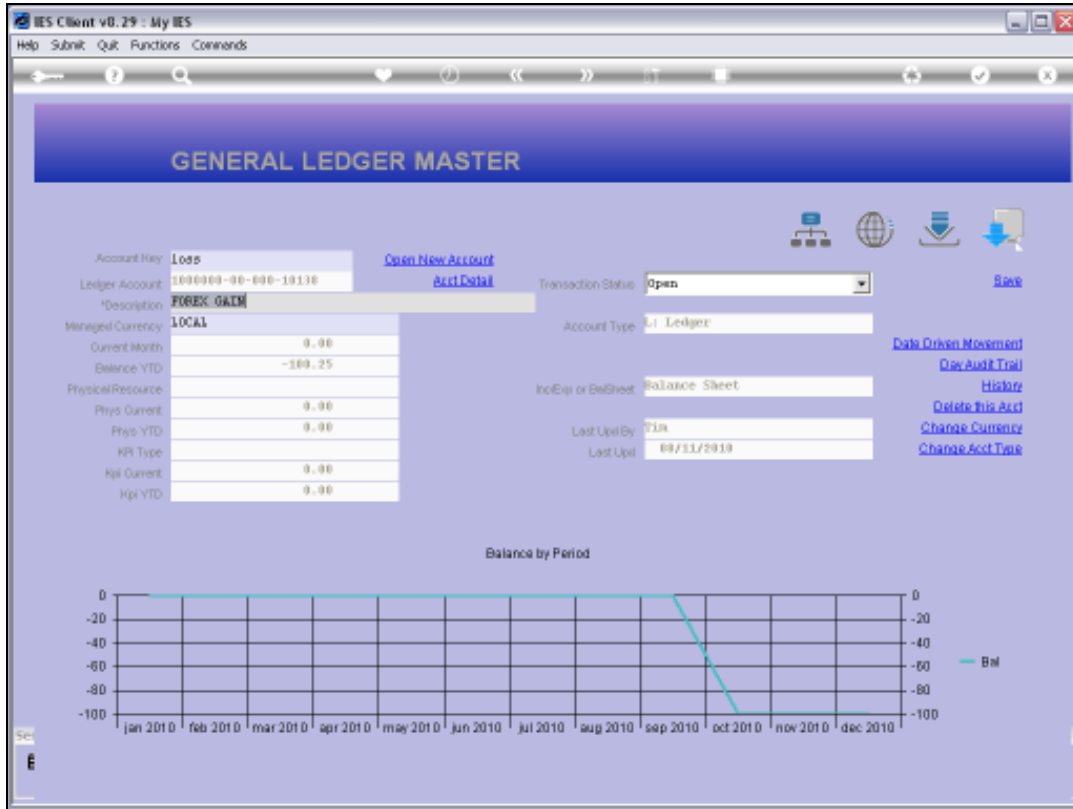
Slide 63

Slide notes: The 'Forex Gain' Account has the expected Credit Balance for Year to Date.

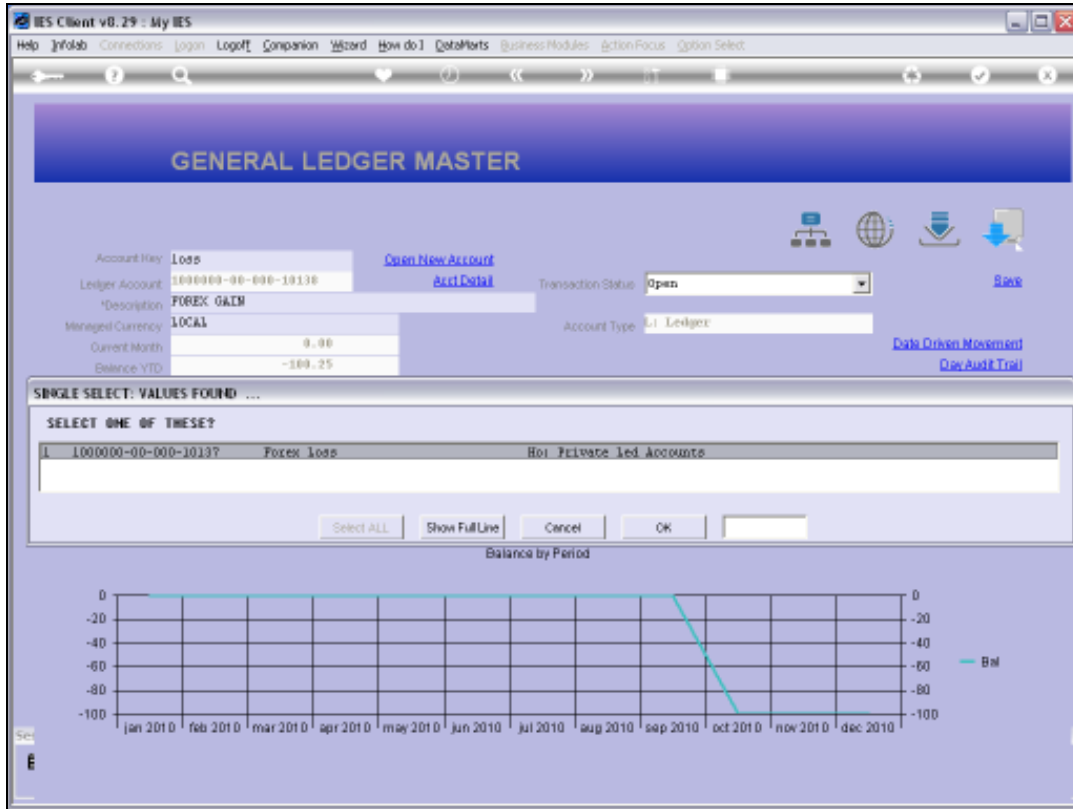


Slide 64  
Slide notes:

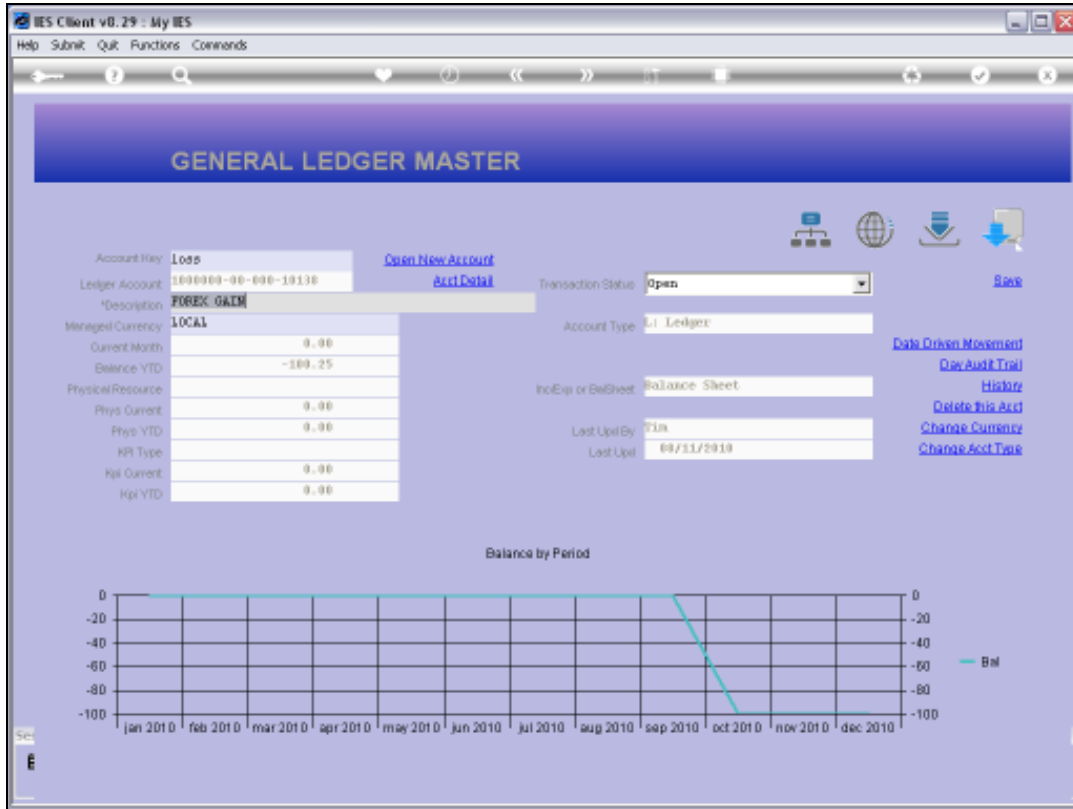




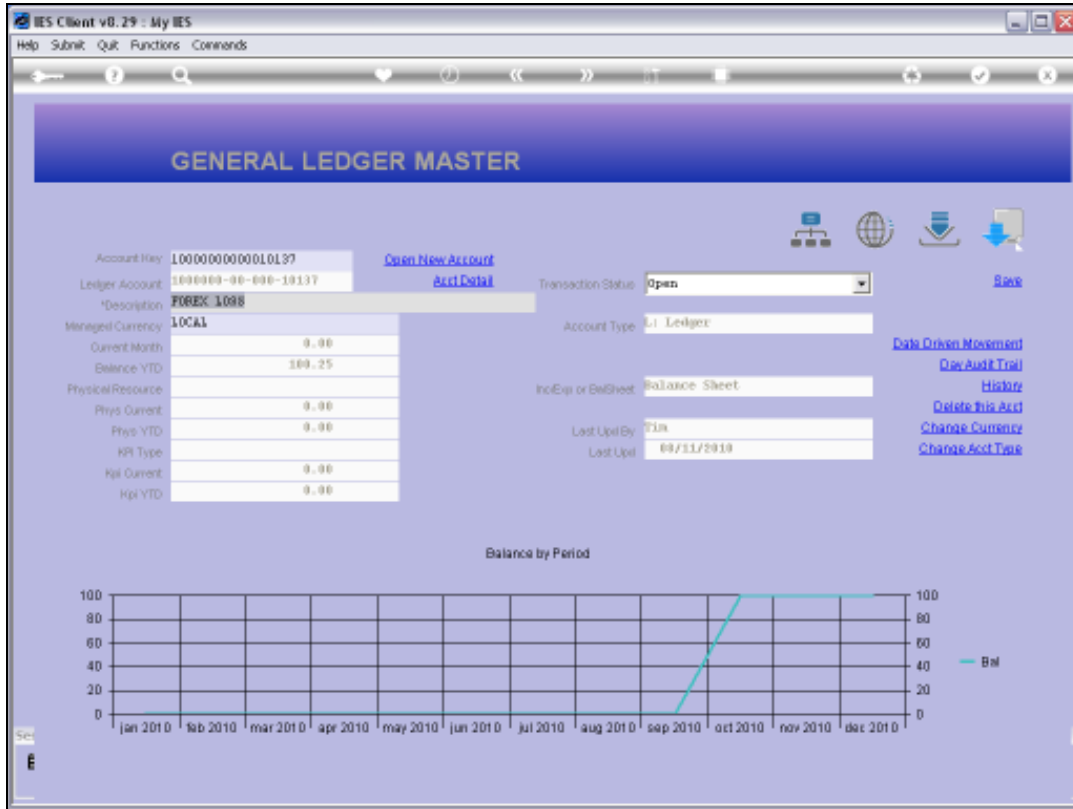
Slide 65  
Slide notes:



Slide 66  
Slide notes:

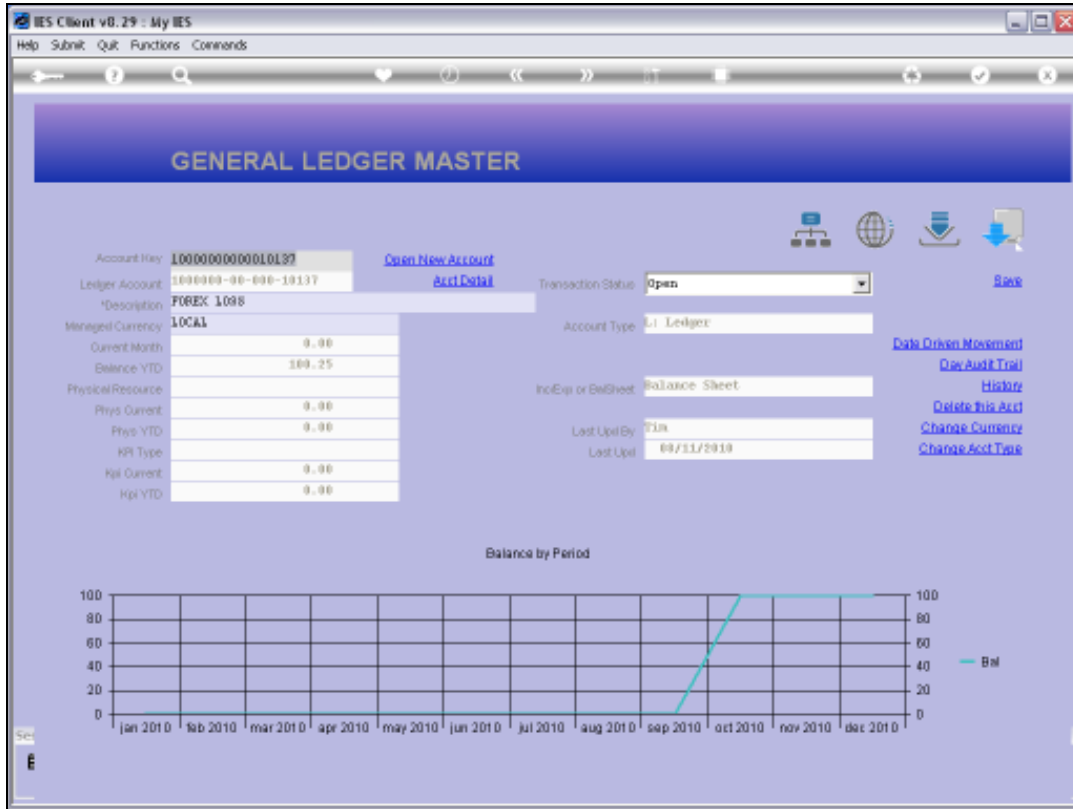


Slide 67  
Slide notes:

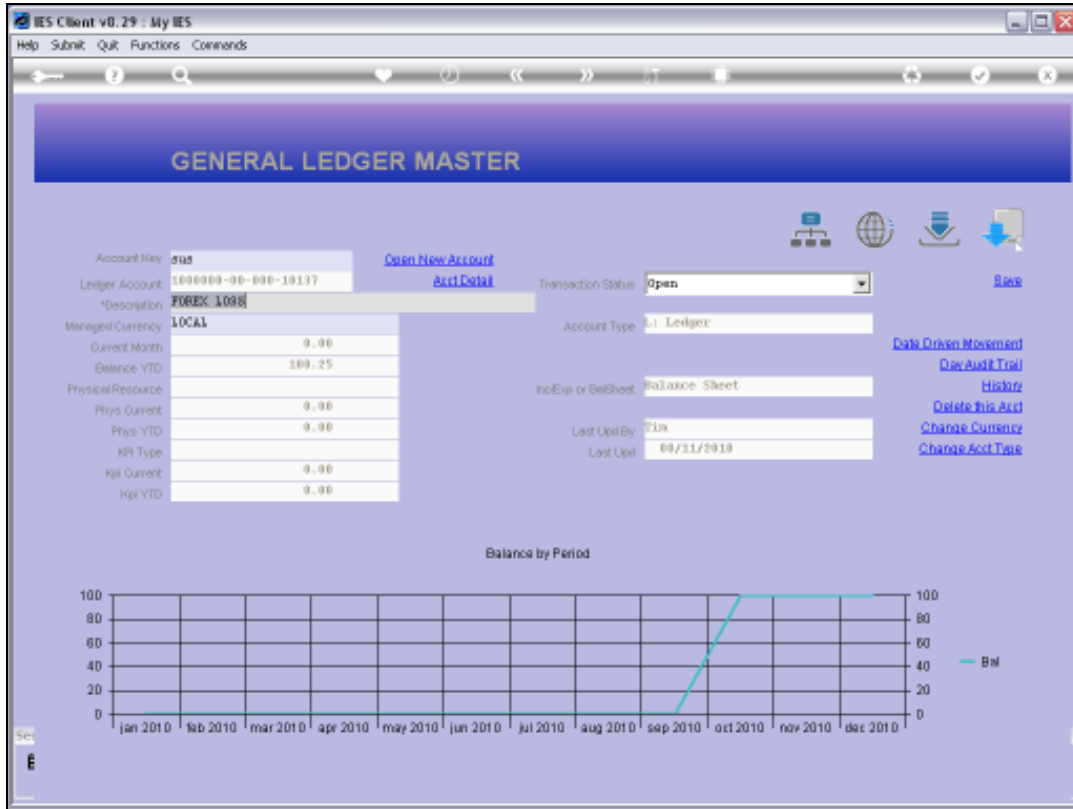


Slide 68

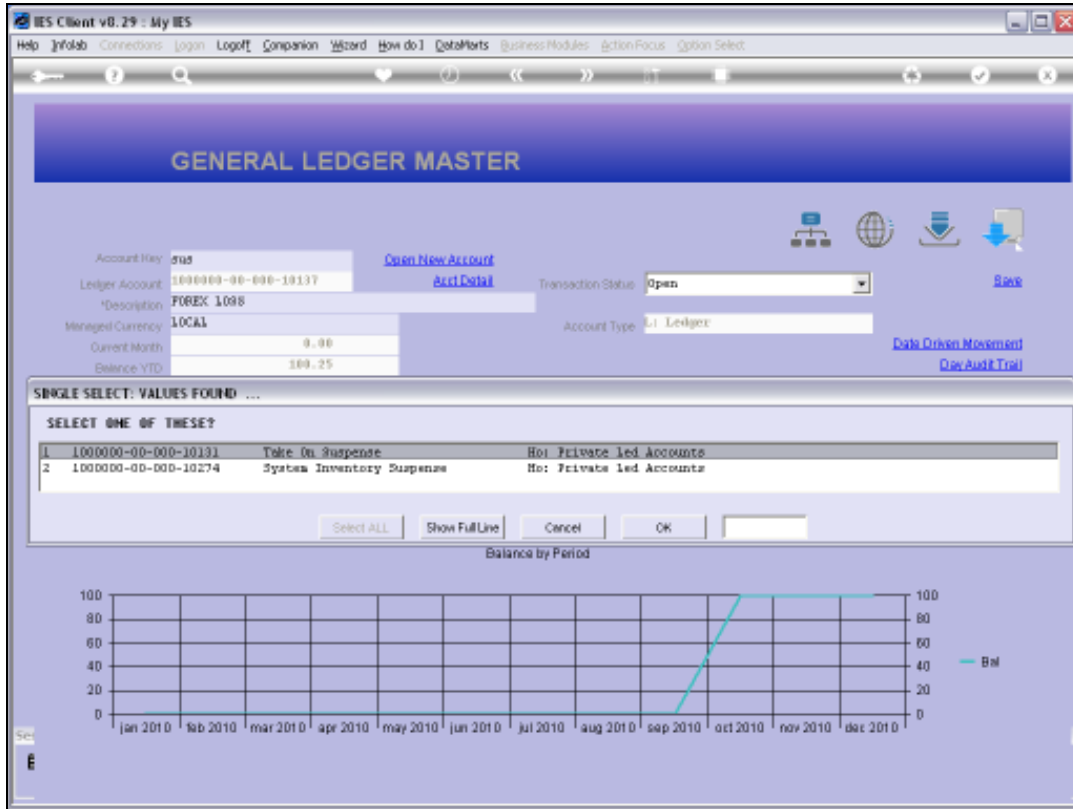
Slide notes: The 'Forex Loss' Account has the expected balance also.



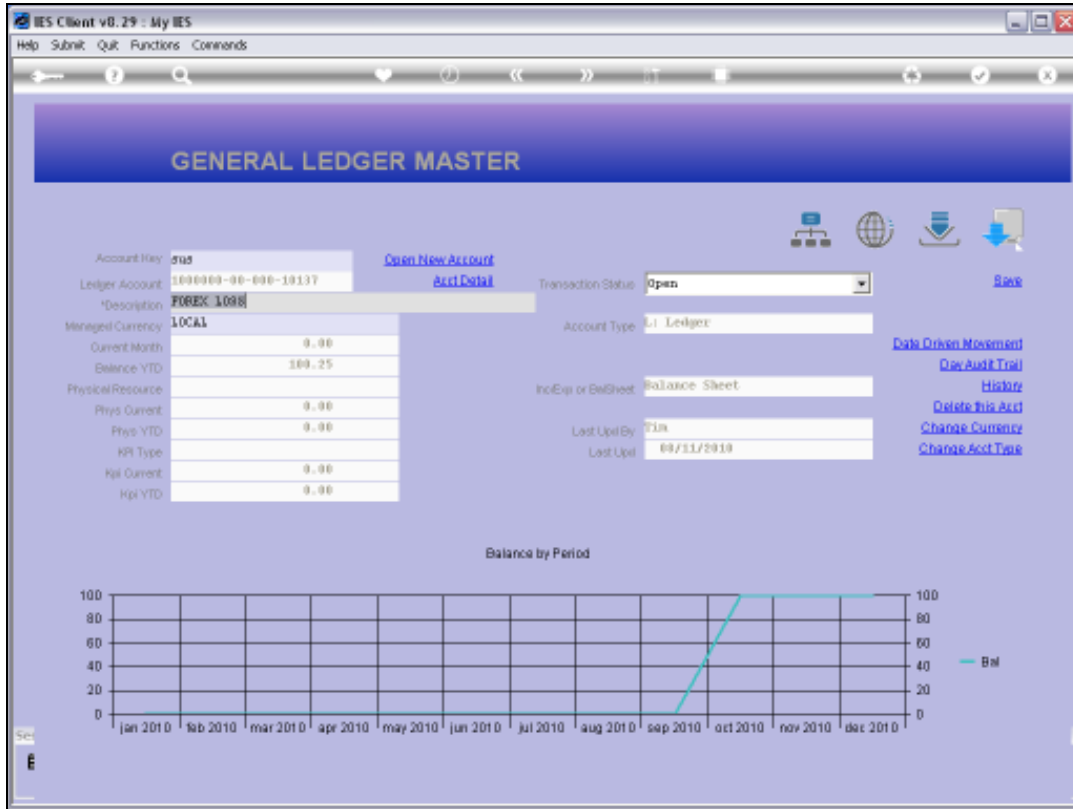
Slide 69  
Slide notes:



Slide 70  
Slide notes:

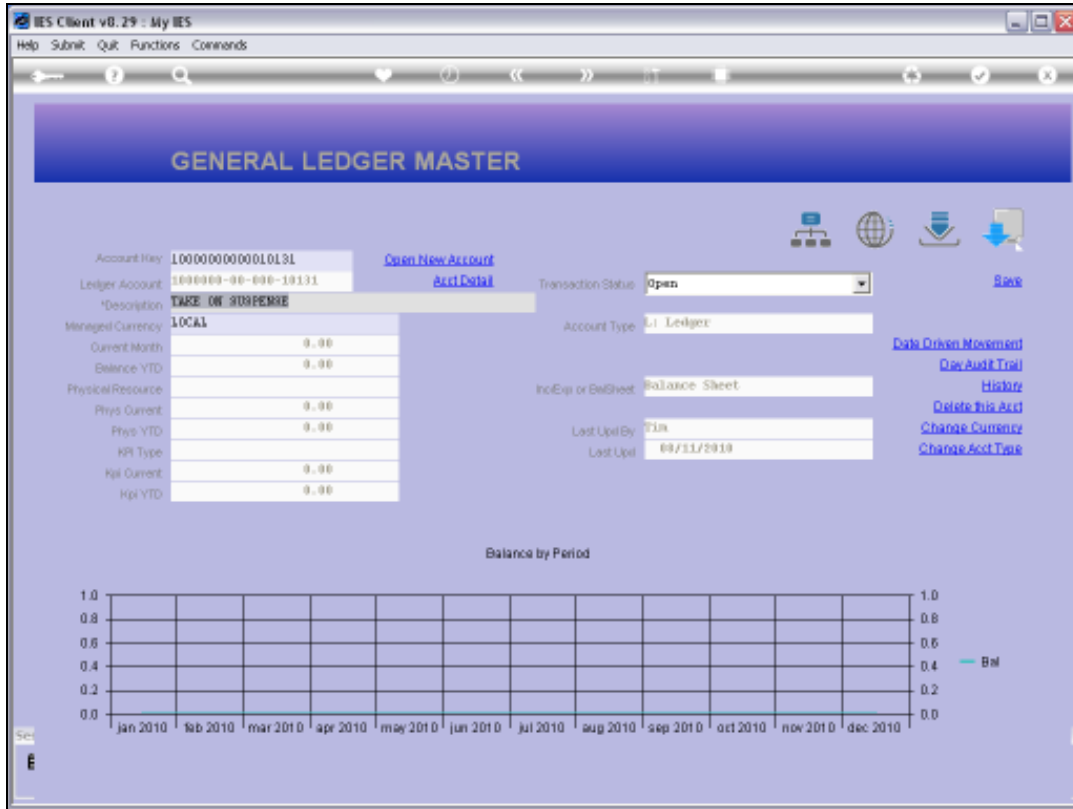


Slide 71  
Slide notes:



Slide 72  
Slide notes:





Slide 73

Slide notes: And the 'Suspense' Account has no balance, since the Debits and Credits passing through add up to zero in this case.