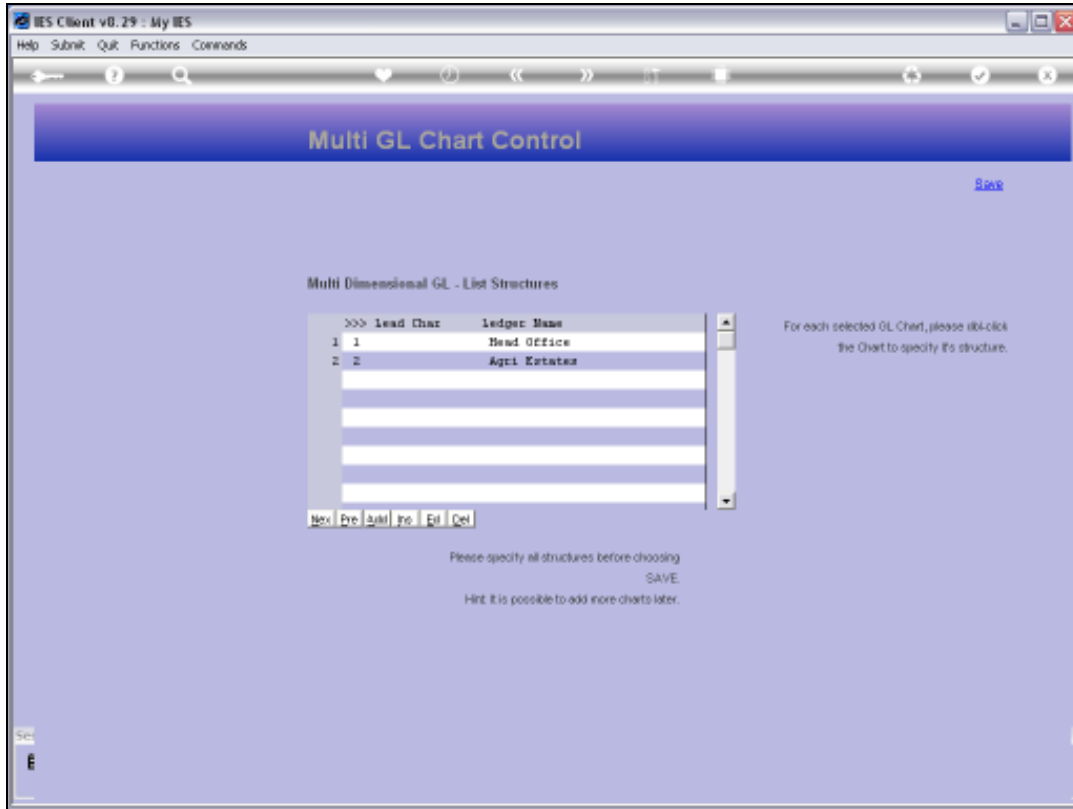


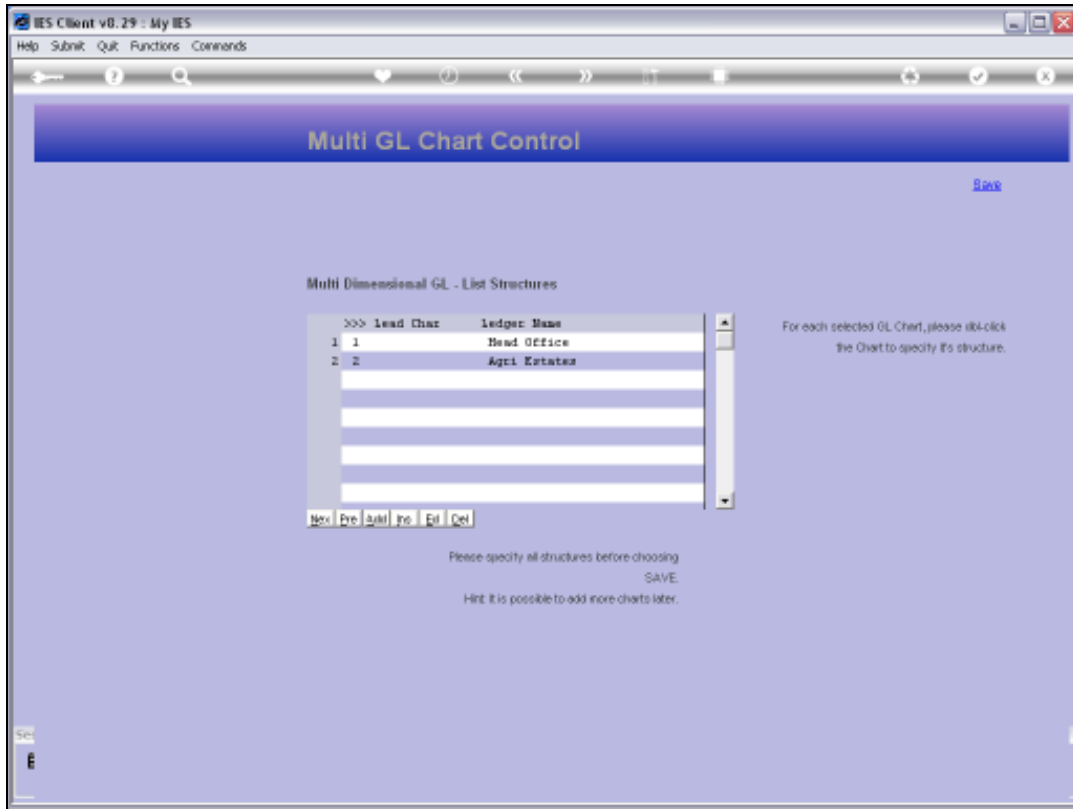


Slide 1

Slide notes: The Activity segment for a Ledger Series is selected at the Chart Structure option.



Slide 2  
Slide notes:



Slide 3  
Slide notes:

IES Client v8.29 : My IES  
Help Submit Quit Functions Comments

### Account Code Primary Structure

Save

Dept Name:

Dept Sub Element Names: -

Choose length for each primary element.

Department:

Optional Element: - Digits or Extra Element:  name:

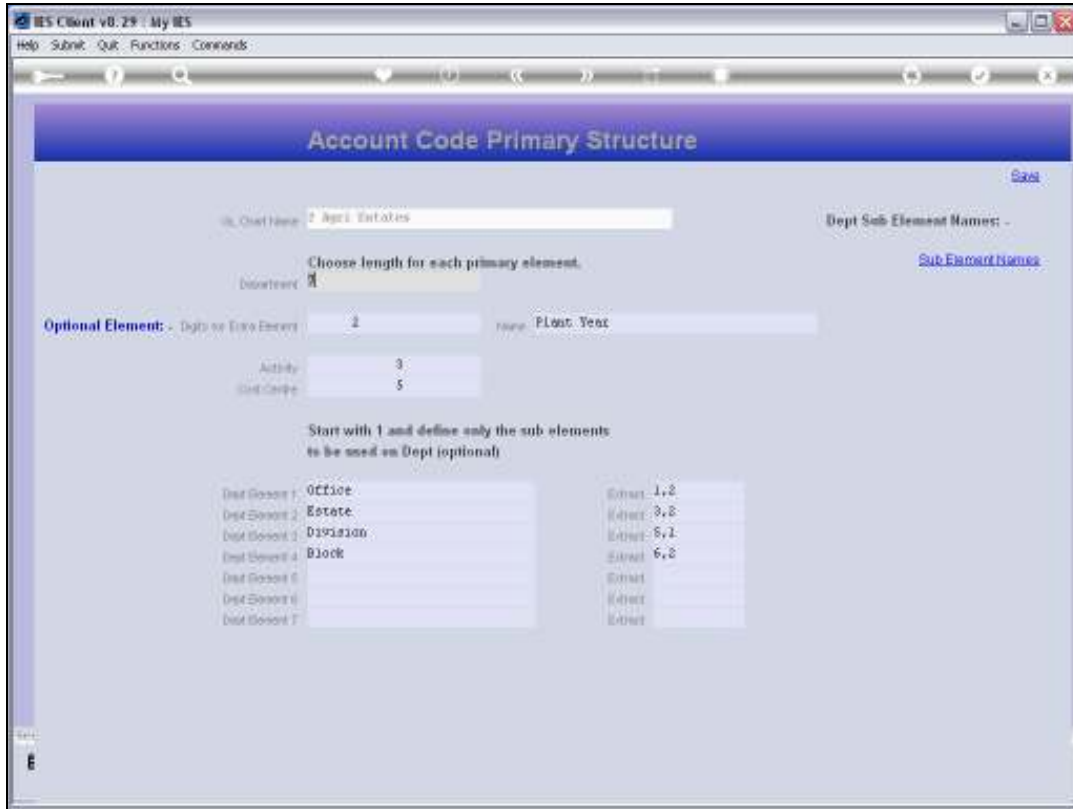
Activity:

Cost Code:

Start with 1 and define only the sub elements to be used on Dept (optional)

Dept Element 1:	<input type="text" value="Office"/>	Element:	<input type="text" value="1,2"/>
Dept Element 2:	<input type="text" value="Estate"/>	Element:	<input type="text" value="3,8"/>
Dept Element 3:	<input type="text" value="Division"/>	Element:	<input type="text" value="5,2"/>
Dept Element 4:	<input type="text" value="Block"/>	Element:	<input type="text" value="6,2"/>
Dept Element 5:	<input type="text"/>	Element:	<input type="text"/>
Dept Element 6:	<input type="text"/>	Element:	<input type="text"/>
Dept Element 7:	<input type="text"/>	Element:	<input type="text"/>

Slide 4  
Slide notes:



Slide 5

Slide notes: In this Ledger, the Activity segment is 3 digits long. The Activity segment is forced, and cannot be avoided.

IES Client v8.29 - My IES  
Help Submit Quit Functions Commands

### Account Code Primary Structure

Chart Name:  [Save](#)

Dept Sub Element Names: - [Sub Element Names](#)

Choose length for each primary element.

Department:

Optional Element: - Dept or Extra Element:  Name:

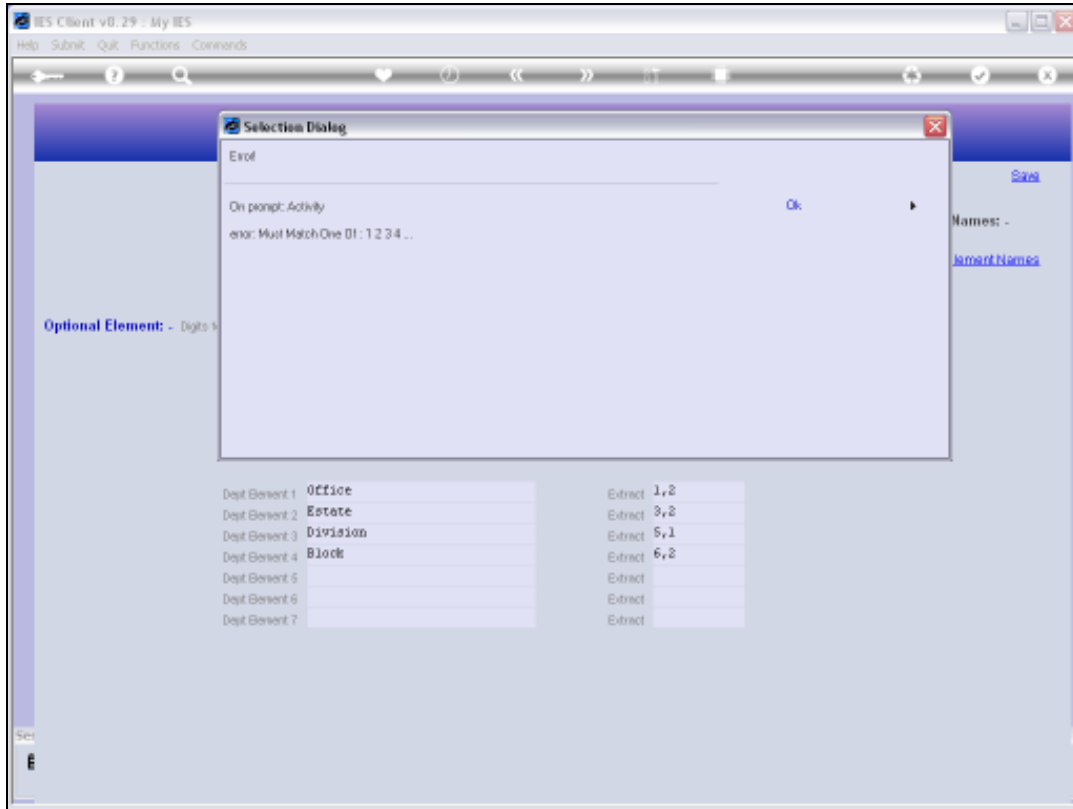
Activity:

Code Length:

Start with 1 and define only the sub elements to be used on Dept (optional)

Dept Element	Name	Extract
Dept Element 1	Office	Extract 1,2
Dept Element 2	Estete	Extract 3,8
Dept Element 3	Disriation	Extract 5,1
Dept Element 4	Block	Extract 6,8
Dept Element 5		Extract
Dept Element 6		Extract
Dept Element 7		Extract

Slide 6  
Slide notes:



Slide 7

Slide notes: Zero length for the Activity segment is not possible.

IES Client v8.29 - My IES  
Help Submit Quit Functions Commands

### Account Code Primary Structure

Chart Name:  Dept Sub Element Names: -

Choose length for each primary element.

Department:  [Sub Element Names](#)

Optional Element: - Digits or Extra Element:  Name:

Activity:

Code Length:

Start with 1 and define only the sub elements to be used on Dept (optional)

Dept Element 1:	<input type="text" value="Office"/>	Extract:	<input type="text" value="1,2"/>
Dept Element 2:	<input type="text" value="Estote"/>	Extract:	<input type="text" value="3,8"/>
Dept Element 3:	<input type="text" value="Disruption"/>	Extract:	<input type="text" value="5,1"/>
Dept Element 4:	<input type="text" value="Block"/>	Extract:	<input type="text" value="6,8"/>
Dept Element 5:	<input type="text"/>	Extract:	<input type="text"/>
Dept Element 6:	<input type="text"/>	Extract:	<input type="text"/>
Dept Element 7:	<input type="text"/>	Extract:	<input type="text"/>

Slide 8  
Slide notes:



Document

Help Submit Quit Functions Commands

Make a copy - [Text Copy](#)

Search Phrase

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

Doc Key: [t]\*user@direct

CURRENT PROCESS = [LEDGERPHI-01] ACCOUNT CODE STRUCTURE

Account Code primary elements are: -

Department  
Activity  
Cost Centre

The Department is considered a 'Business Unit', and can have sub elements for different bu's (business units) in different companies or the same company. For example, we may have a 5 digit Dept code, where digit 1 indicates the company, digit 2 the office, digit 3 the Estate, digit 4 the Division and digit 5 the Block, but for each account, there is a department in place as the 1st 5 digits of the account code.

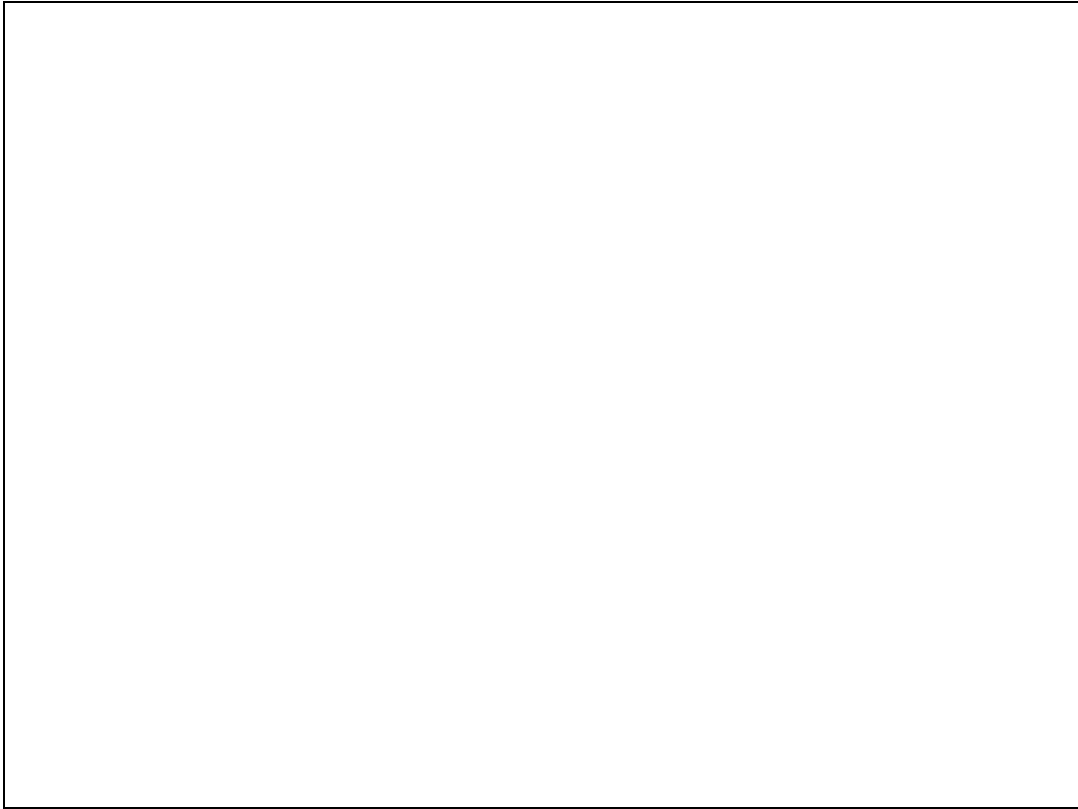
The Activity does not have sub elements, and the Cost Centre does not have sub elements.

In the above scenario, each account consists of a Dept, an Activity, and a Cost Centre.

Activities may be applied as zero, i.e. where the Activity segment is 3 digits, then '000' may indicate "no activity", and any account with '000' as Activity may be flagged on the Account Master to auto allow any or all Activities 'on demand'. This results in a 'moving' ability where the system auto creates new 'activity accounts' when a posting is specified for the 'new account'. For example, where 'P1111-000-1001' is the main account, and the Activity segment (in the middle) is '000', and this Account is so flagged, then there is no need to open Accounts for various Activities with the same Department and Cost Centre, as the system will open it on demand. So, if 'P1111-212-1001' is

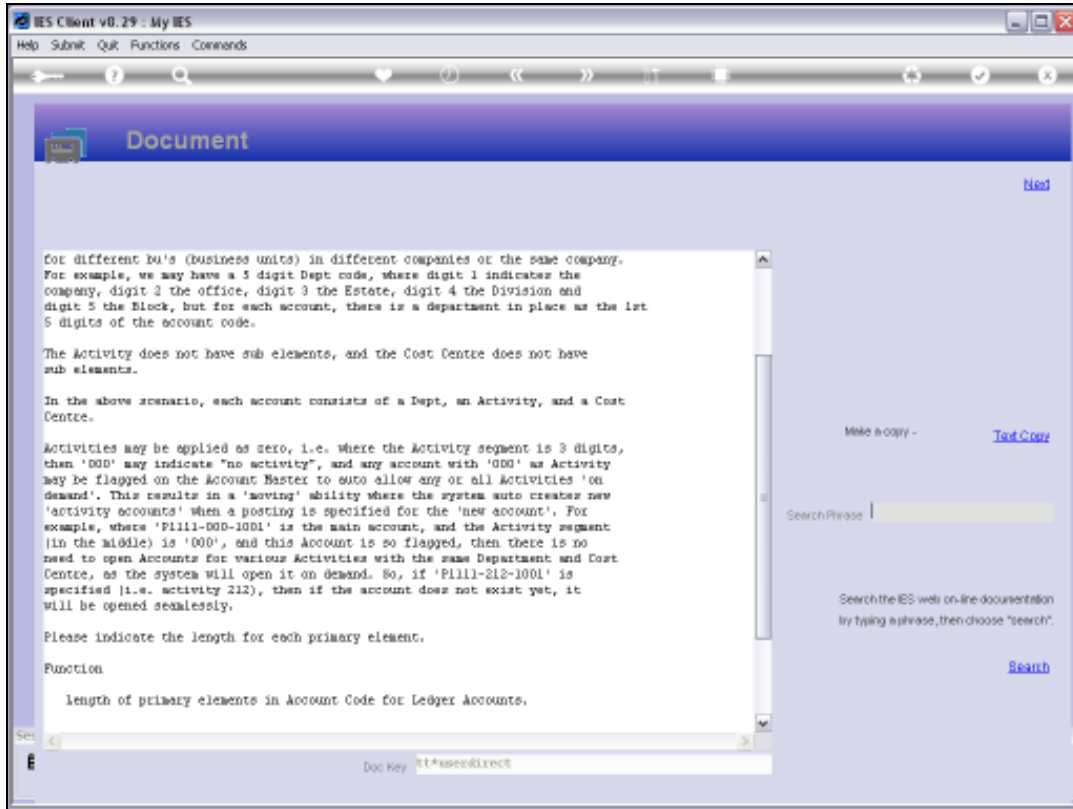
Slide 9

Slide notes:

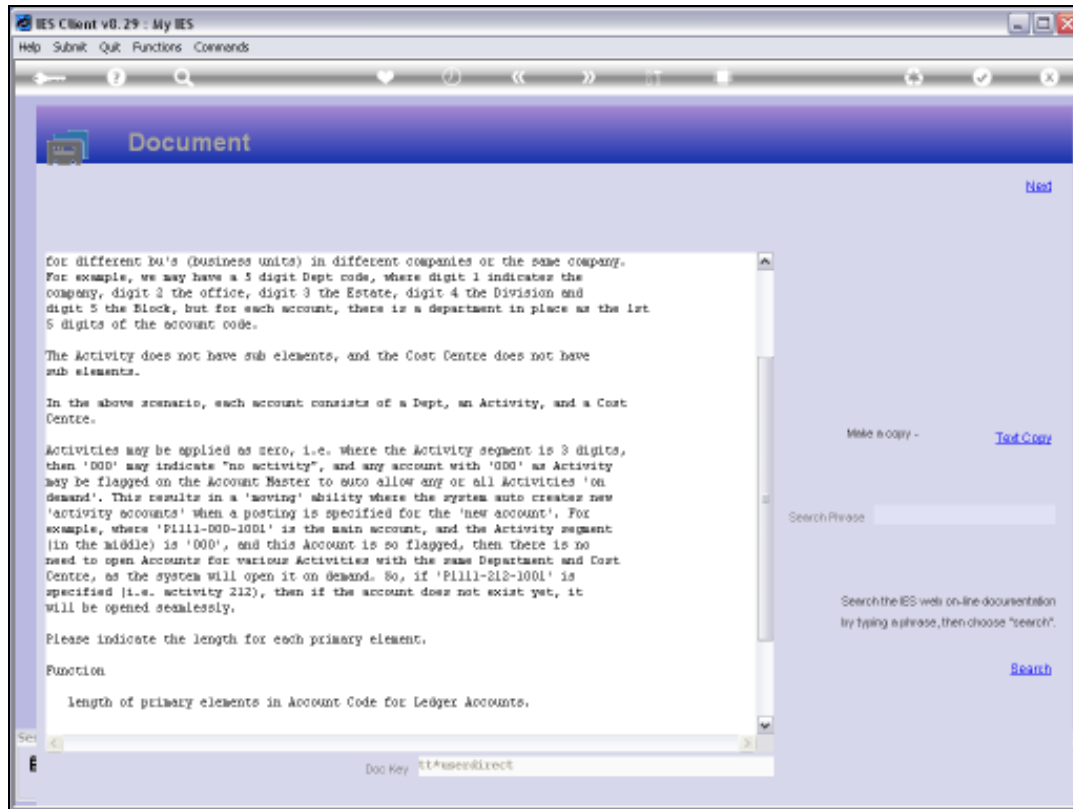


Slide 10

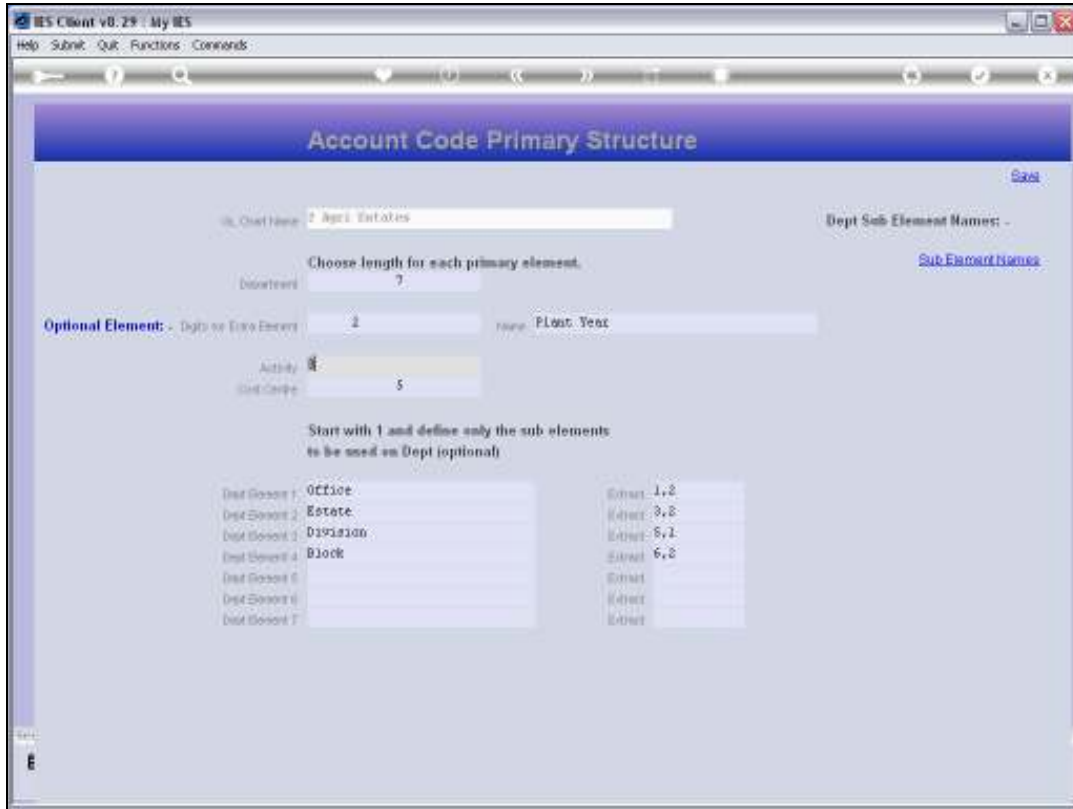
Slide notes: The Help explains.



Slide 11  
Slide notes:

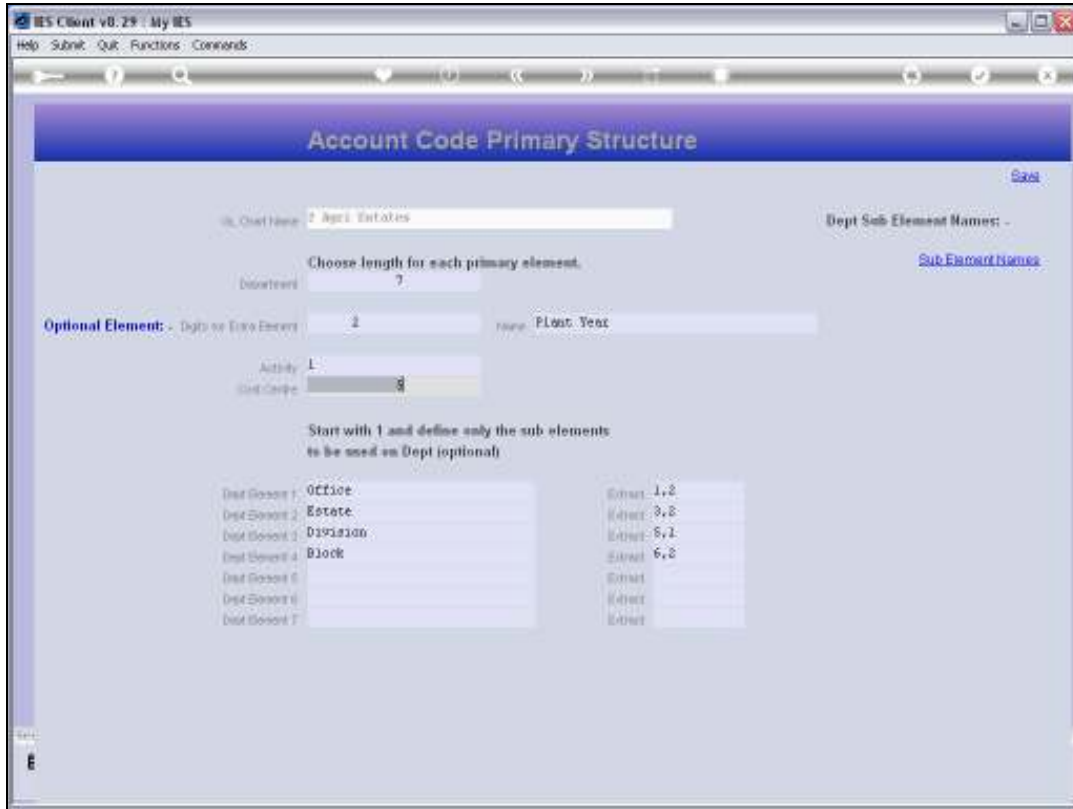


Slide 12  
Slide notes:



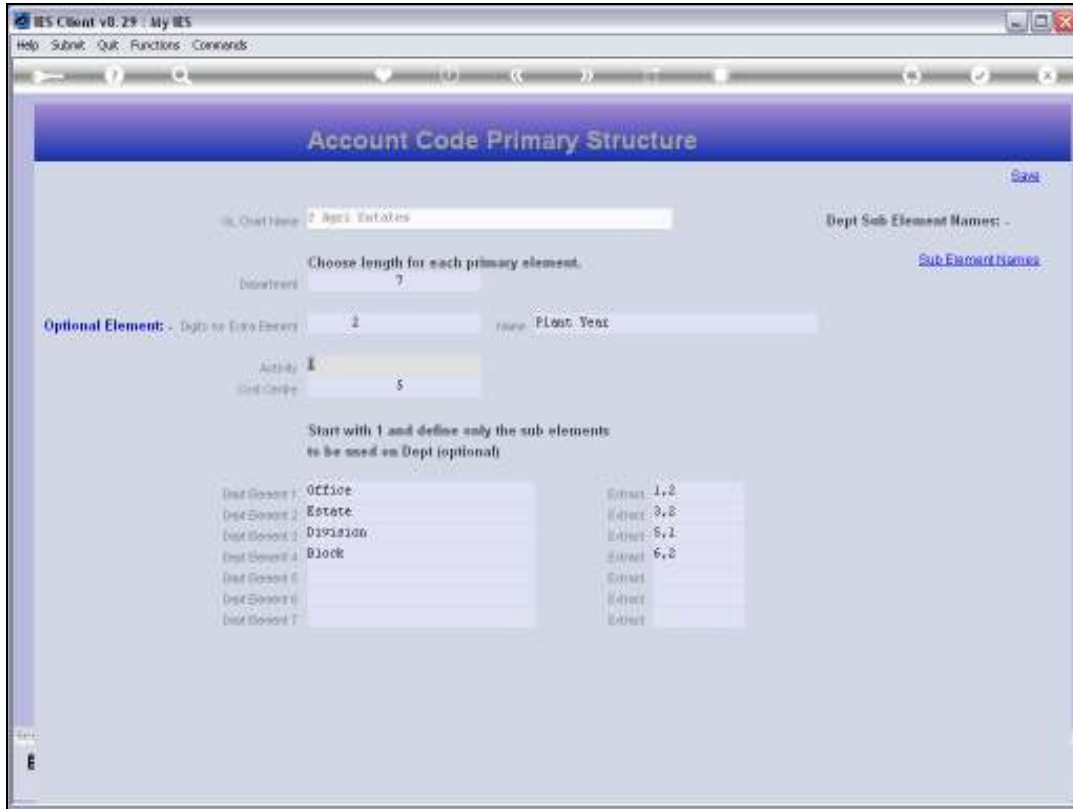
Slide 13

Slide notes: In the event that we do not want to use any Activities at all, then the recommendation is to make this segment 1 digit only, and then have only a 'zero' activity for all Accounts.

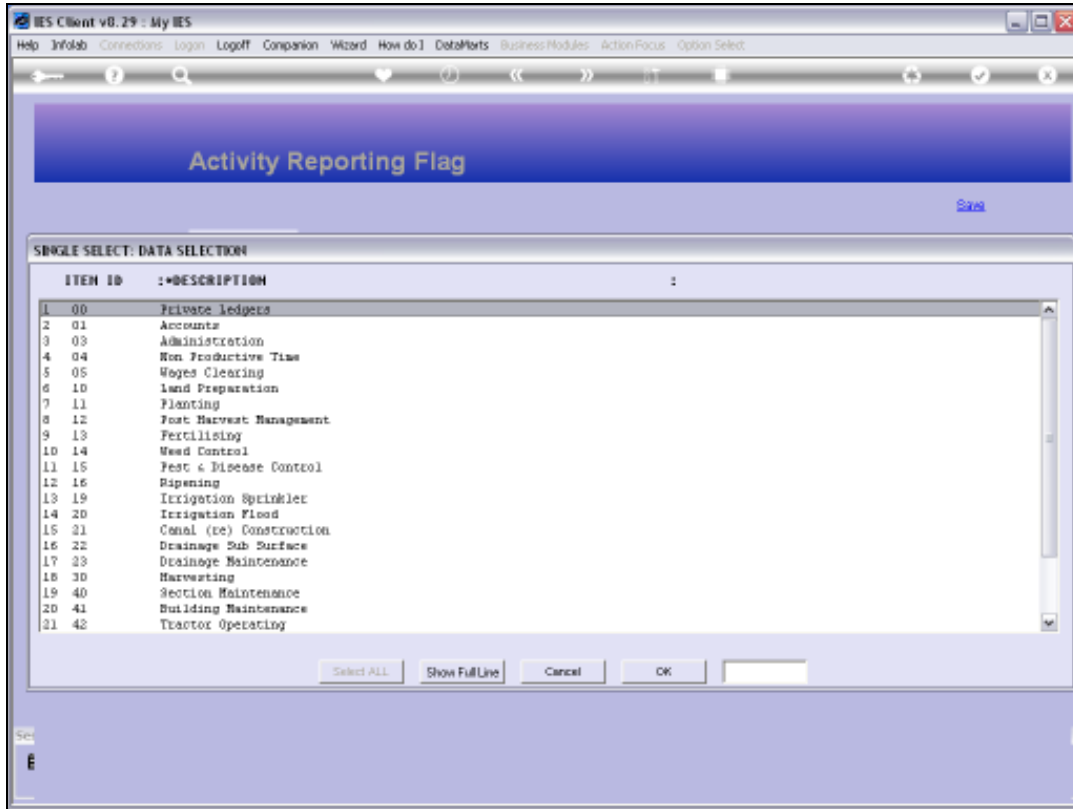


Slide 14

Slide notes: In all other cases, we will choose a length that is sufficient for the maximum number of Activities we will ever have in this Ledger.



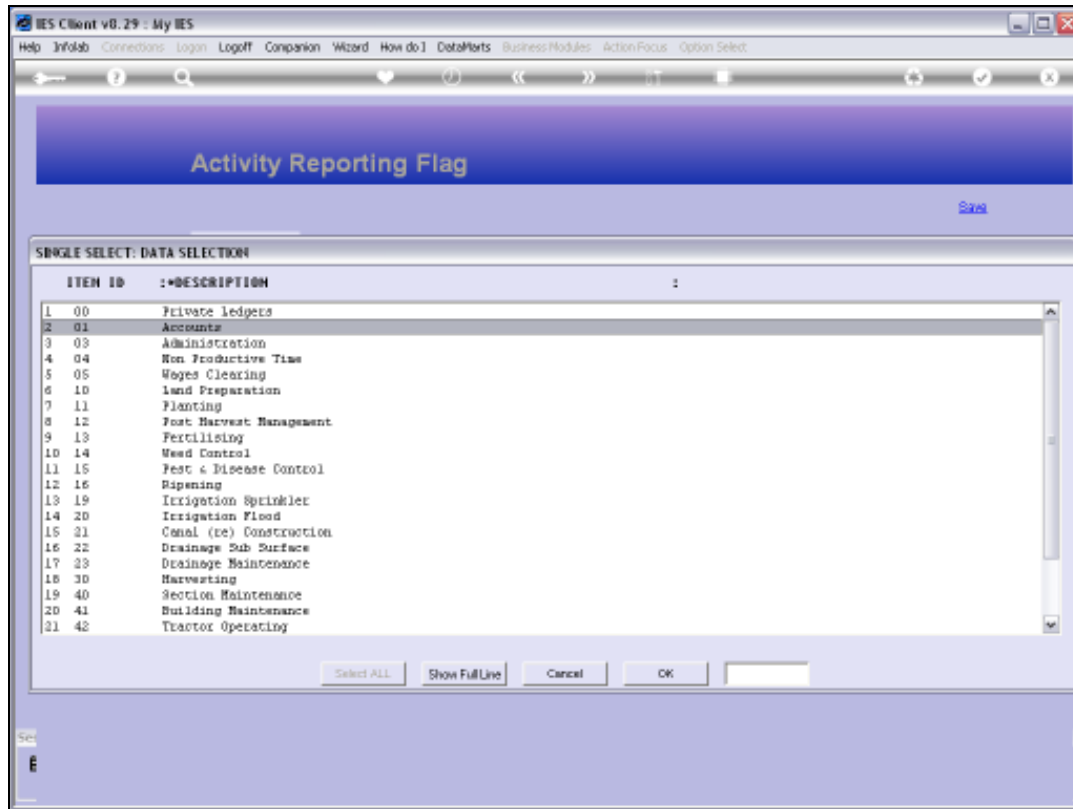
Slide 15  
Slide notes:



Slide 16

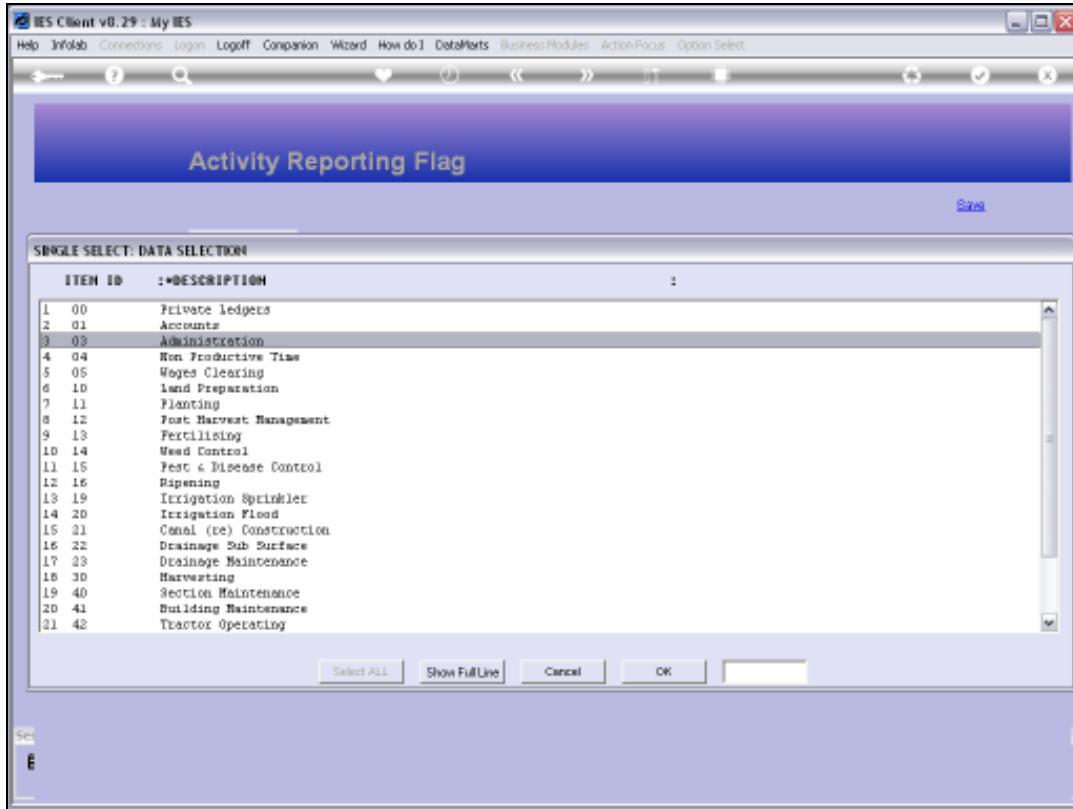
Slide notes: Here is an example of an Activity lookup in a Company where the Activity segment is 2 digits. Of course, Activities can be shared across Ledgers if they have the same length for the segment.





Slide 17

Slide notes: Note that when we use Activities, we can still have some 'no activity' options like Accounts, Administration, etc.



Slide 18  
Slide notes: