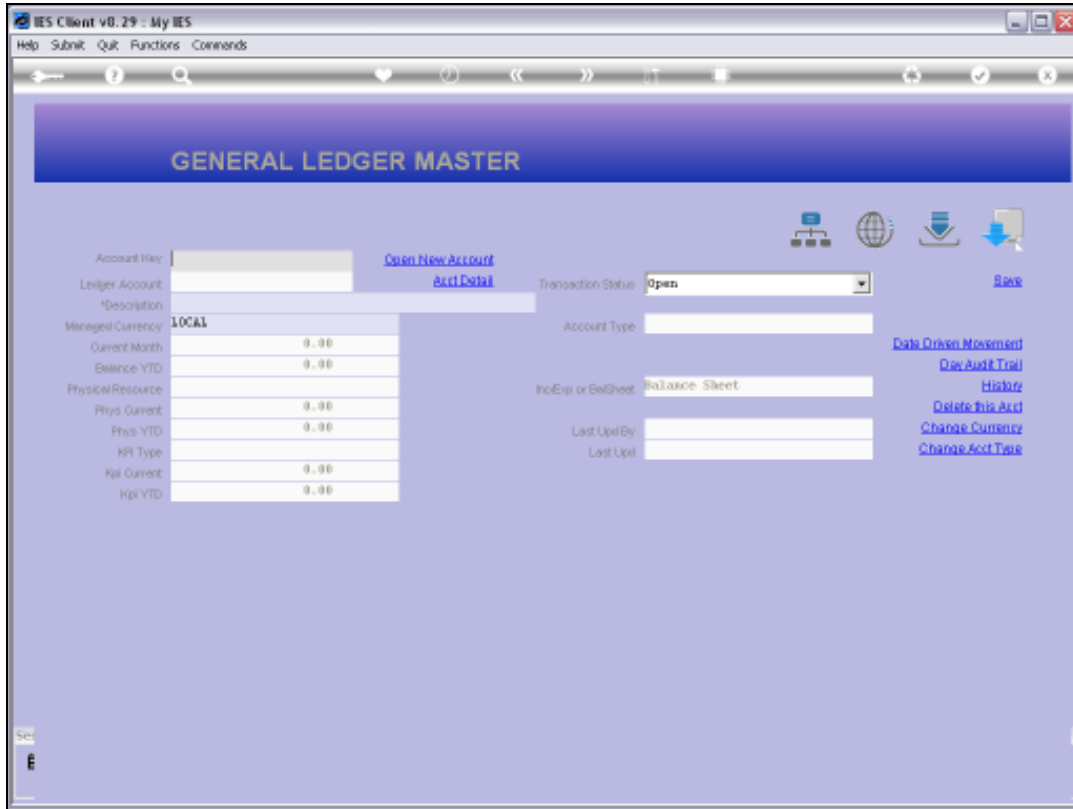




Slide 1

Slide notes: To maintain GL Accounts we have a direct Menu Option.

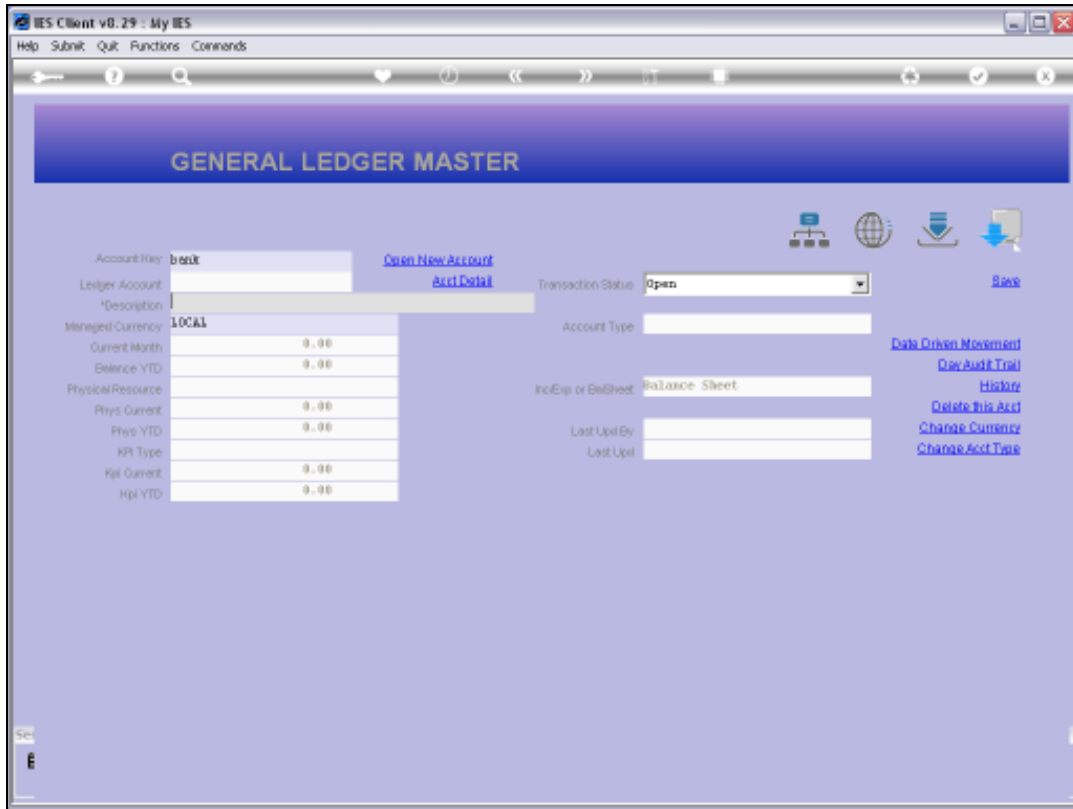


Slide 2

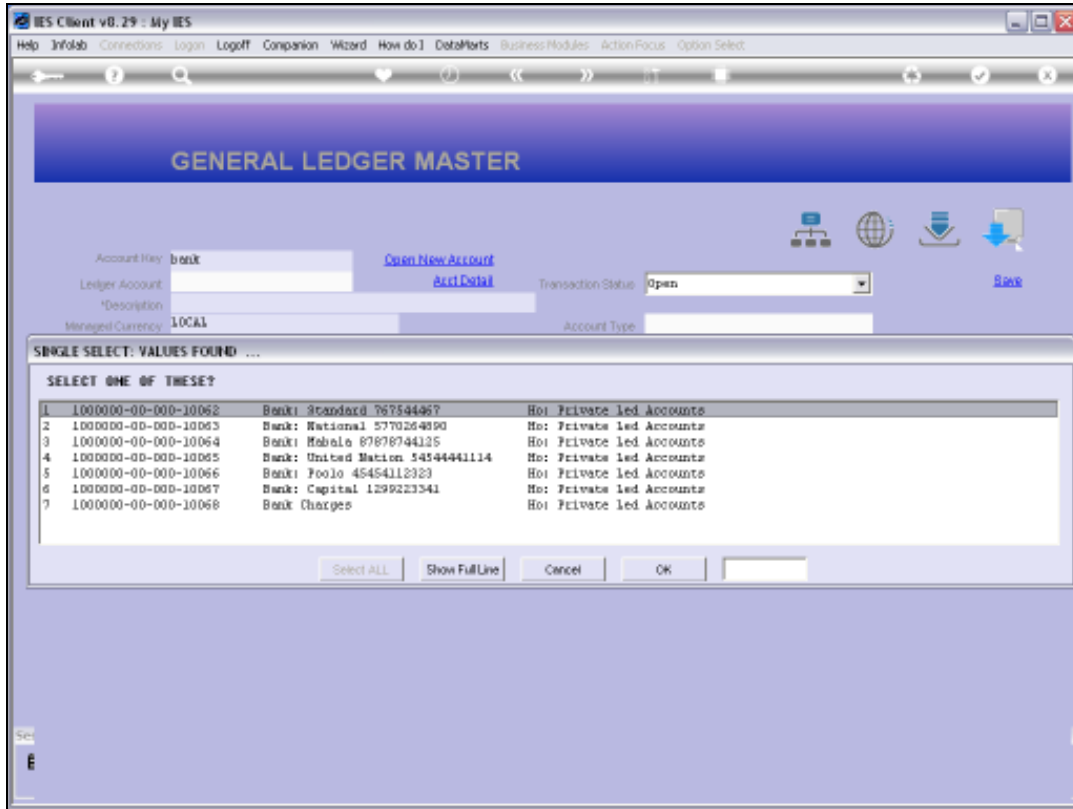
Slide notes: A multitude of GL lookups are available. Please see the tutorials for GL Account lookups.



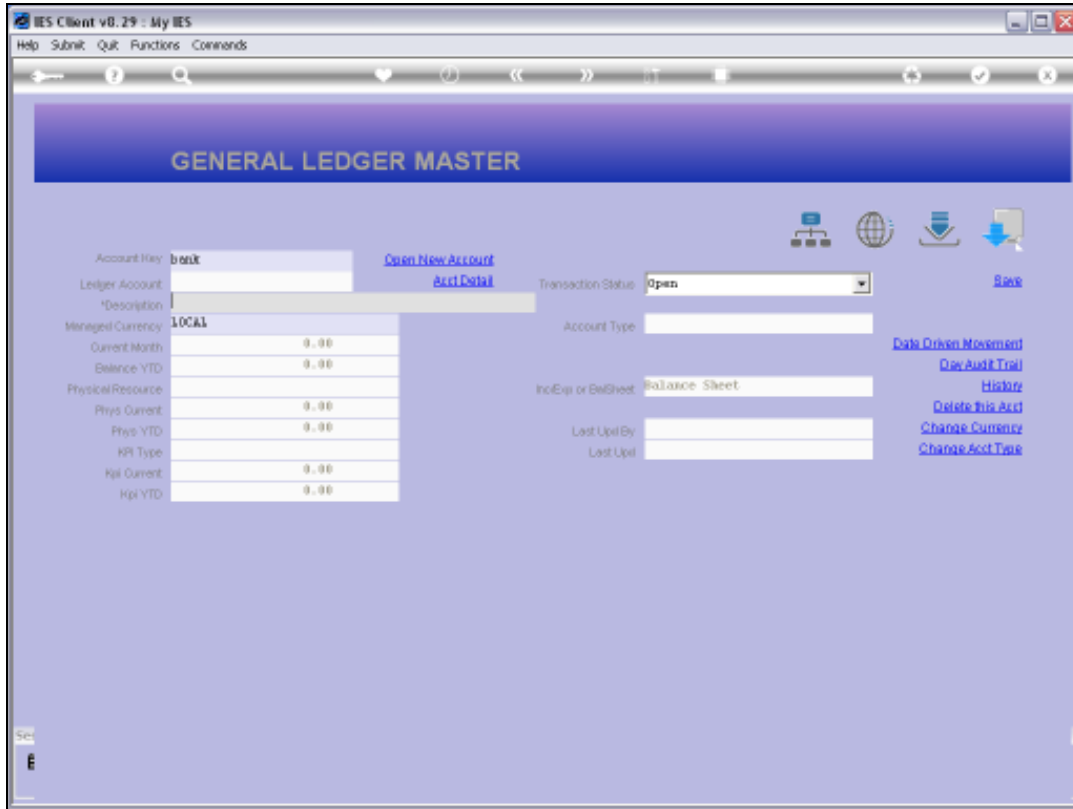
Slide 3  
Slide notes:



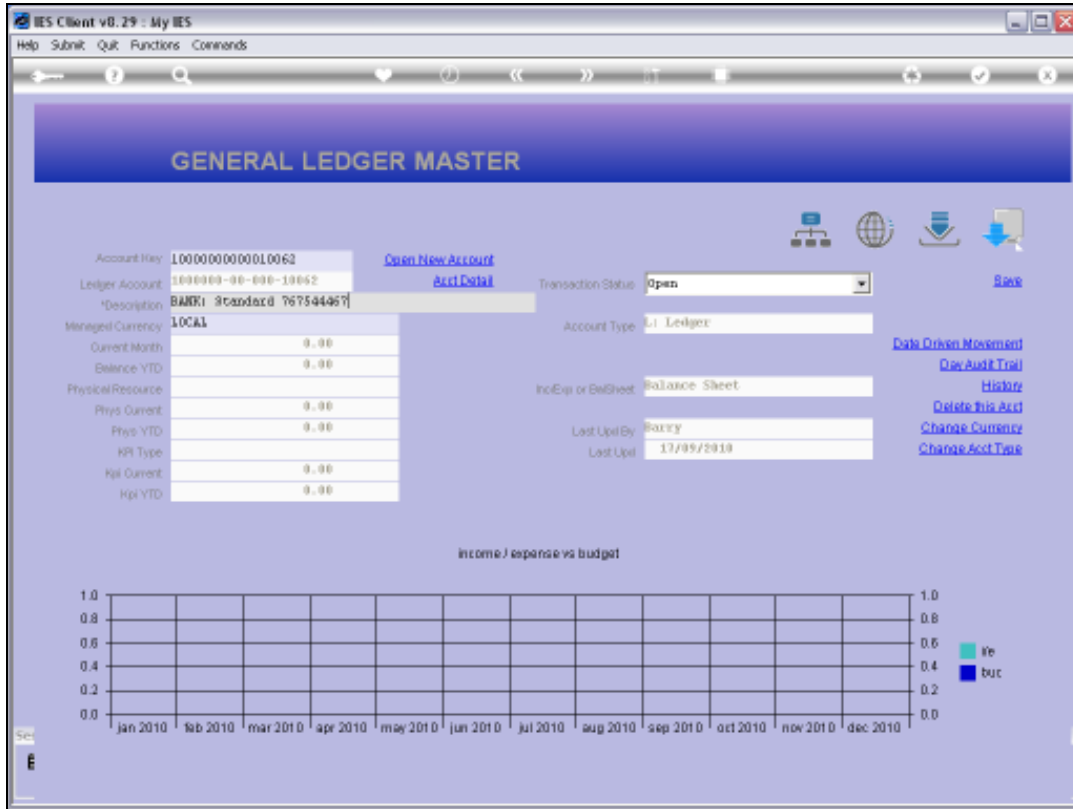
Slide 4  
Slide notes:



Slide 5  
Slide notes:



Slide 6  
Slide notes:



Slide 7

Slide notes: An existing GL Account can be directly maintained by making changes on the master record. The Account Name, called the description, may be changed at any time. The Managed Currency can only be changed if the Account is new and has never been posted on a Transaction. To change the Managed Currency, we have to use the function named 'Change Currency'.

The screenshot displays the 'GENERAL LEDGER MASTER' window in the IES Client v8.29. The window title bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Comments'. The main content area is divided into several sections:

- Account Information:** Account Key: 1000000000010062 (with a 'Open New Account' link), Ledger Account: 1000000-00-000-10062 (with an 'Acct Detail' link), and Description: BANK: STANDARD 76754467.
- Transaction Status:** A dropdown menu set to 'Open' and a 'Save' button.
- Managed Currency:** A table showing 'LOCAL' as the managed currency with values of 0.00 for Current Month, Balance YTD, Phys Current, Phys YTD, Hpl Current, and Hpl YTD.
- Account Type:** A dropdown menu set to 'L1 Ledger'.
- Inc/Exp or BalSheet:** A dropdown menu set to 'Balance Sheet'.
- Last Upd By / Last Upd:** Fields showing 'Roxxy' and '17/09/2010'.
- Navigation Links:** A list of links including 'Data Drive Movement', 'Doc Audit Trail', 'History', 'Delete This Acct', 'Change Currency', and 'Change Acct Type'.
- Chart:** A chart titled 'income / expense vs budget' with a grid showing months from Jan 2010 to Dec 2010. The y-axis ranges from 0.0 to 1.0. A legend indicates 'inc' (income) in light blue and 'exp' (expense) in dark blue.

Slide 8  
Slide notes:



**GENERAL LEDGER MASTER**

Account Key: 1000000000010062 [Open New Account](#)

Ledger Account: 100000-00-00-10062 [Acct Detail](#)

Description: BANK: STANDARD 76754467

Managed Currency: LOCAL

Current Month: 0.00

Balance YTD: 0.00

Physical Resource:

Phys Current: 0.00

Phys YTD: 0.00

HPI Type:

HPI Current: 0.00

HPI YTD: 0.00

Transaction Status: Open

Account Type: Closed

Inc/Exp or BalSheet: Balance Sheet

Last Upd By: Ruxxy

Last Upd: 17/09/2010

[Data Origin Movement](#)

[Doc Audit Trail](#)

[History](#)

[Delete This Acct](#)

[Change Currency](#)

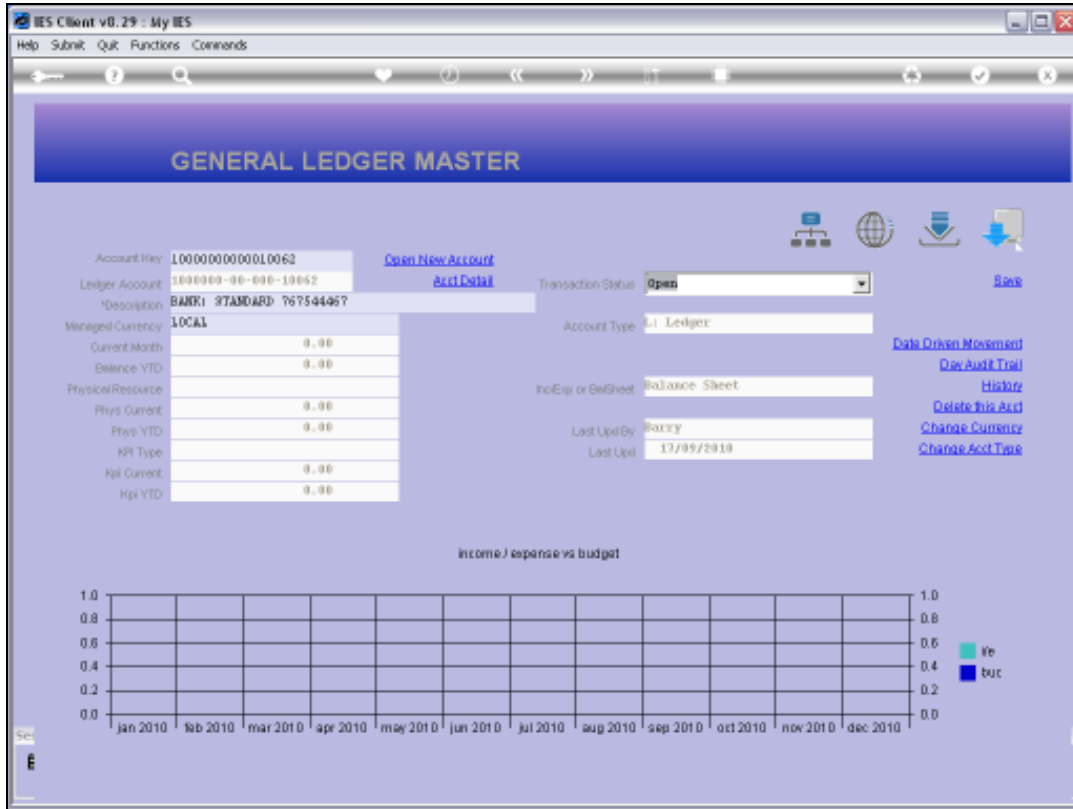
[Change Acct Type](#)

income / expense vs budget

Month	Income	Expense	Budget
Jan 2010			
Feb 2010			
Mar 2010			
Apr 2010			
May 2010			
Jun 2010			
Jul 2010			
Aug 2010			
Sep 2010			
Oct 2010			
Nov 2010			
Dec 2010			

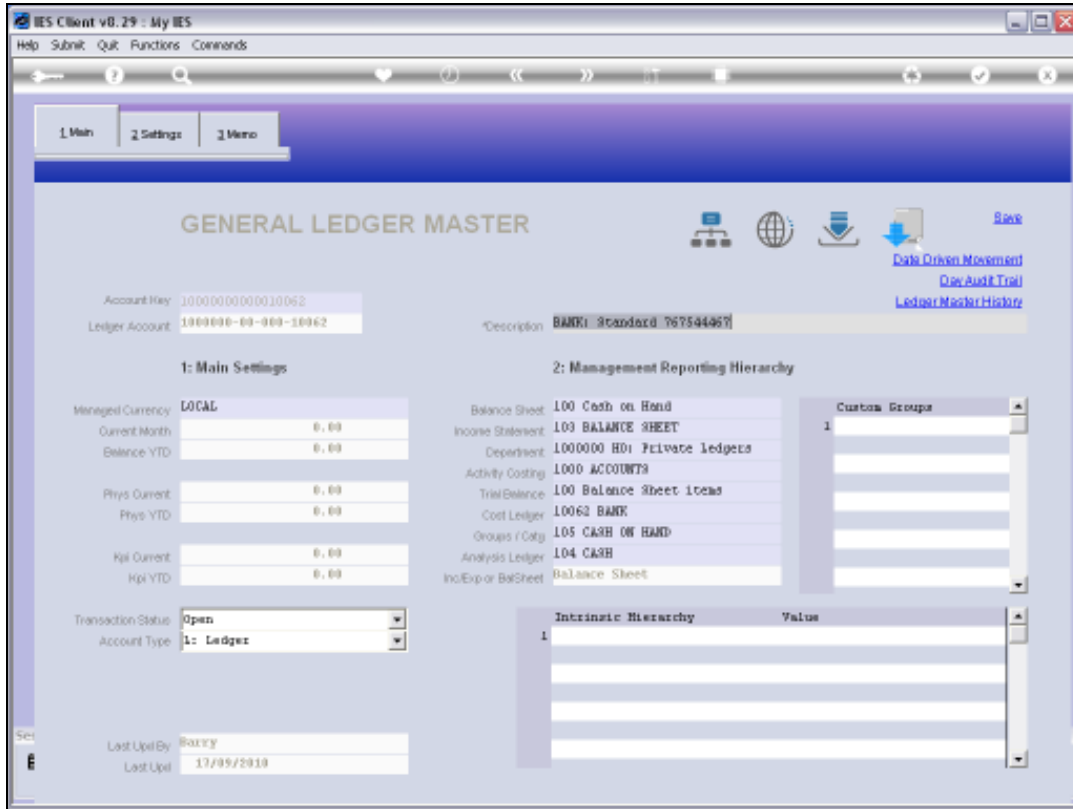
Slide 9

Slide notes: The Transaction status may be set to 'closed' if we do not wish to allow further posting to this Account, and when it is 'closed' it can be set to 'open' again.

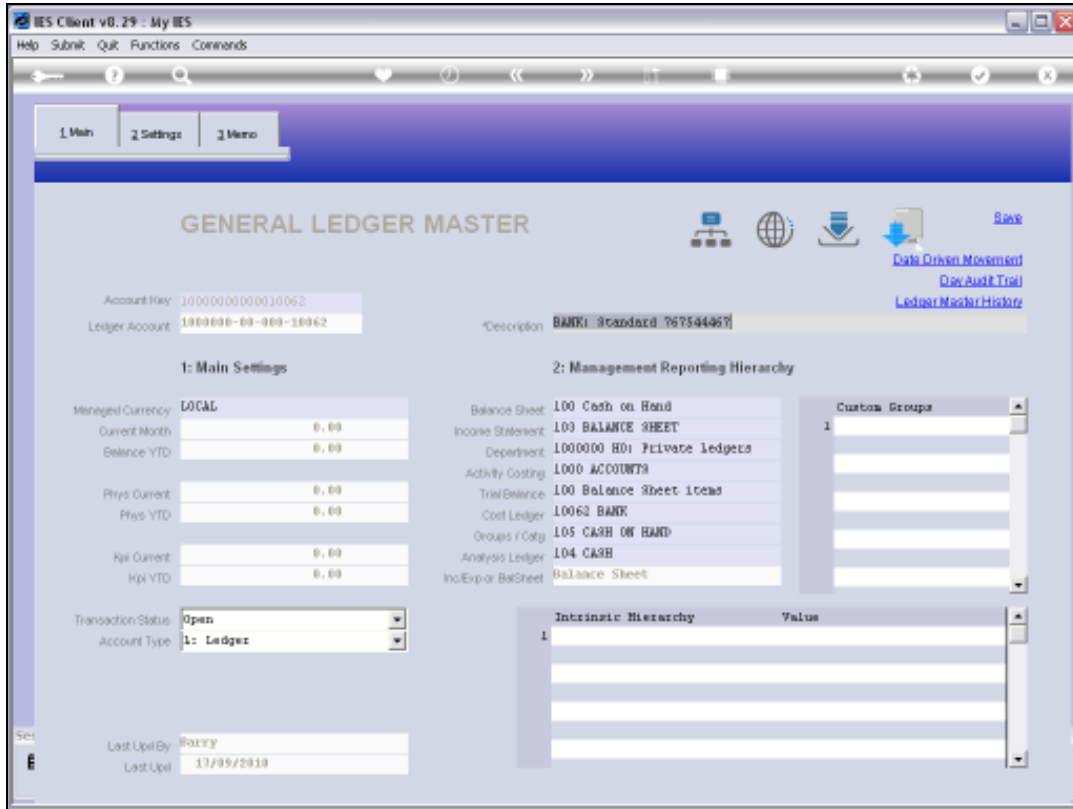


Slide 10

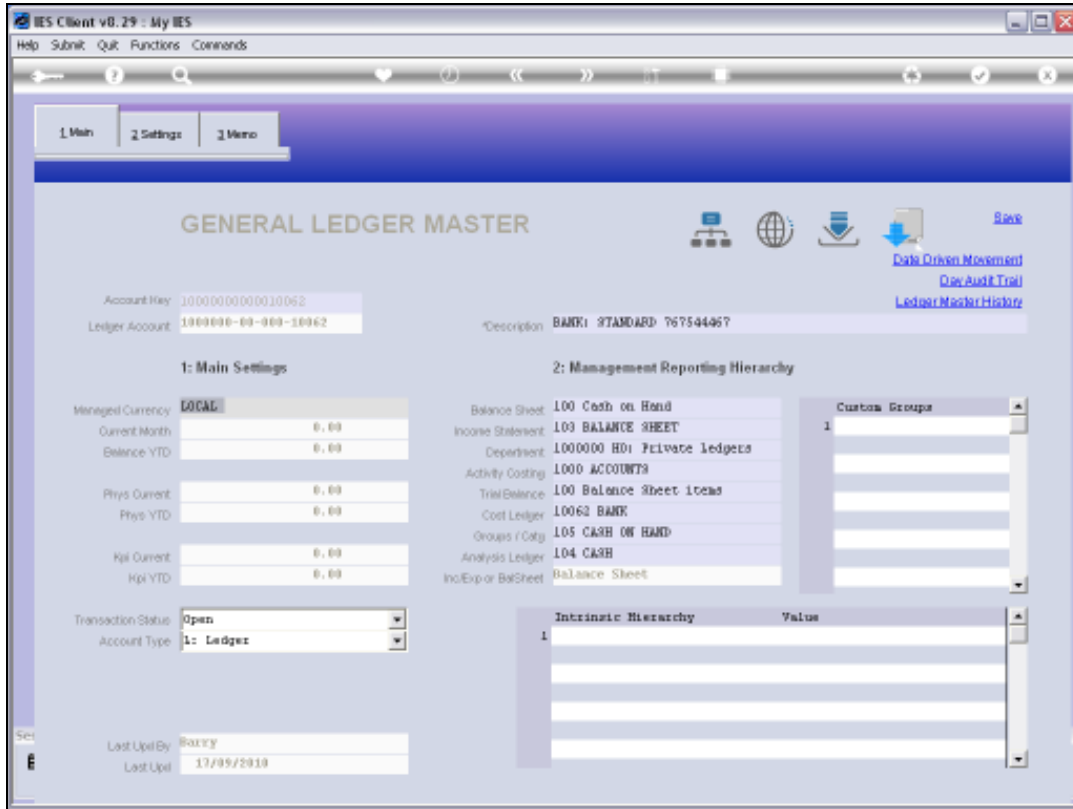
Slide notes: This is just the front screen for the Ledger Master, and there are more detail settings that we can reach by choosing 'Detail'.



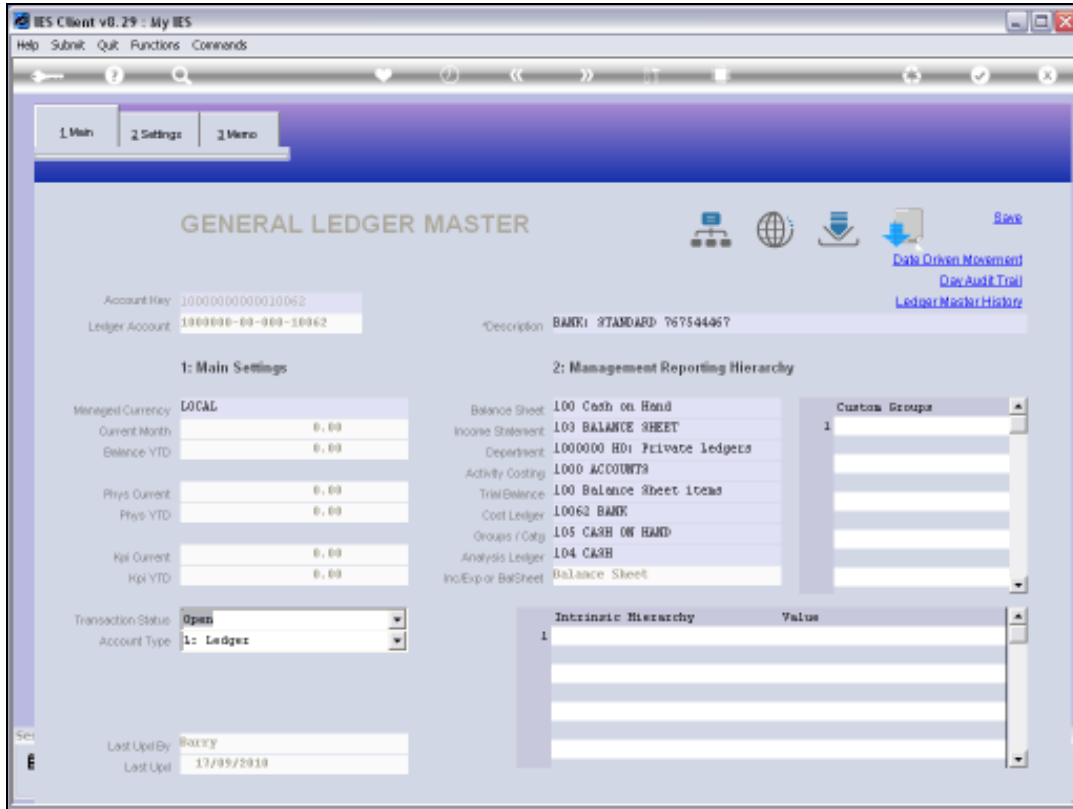
Slide 11  
Slide notes:



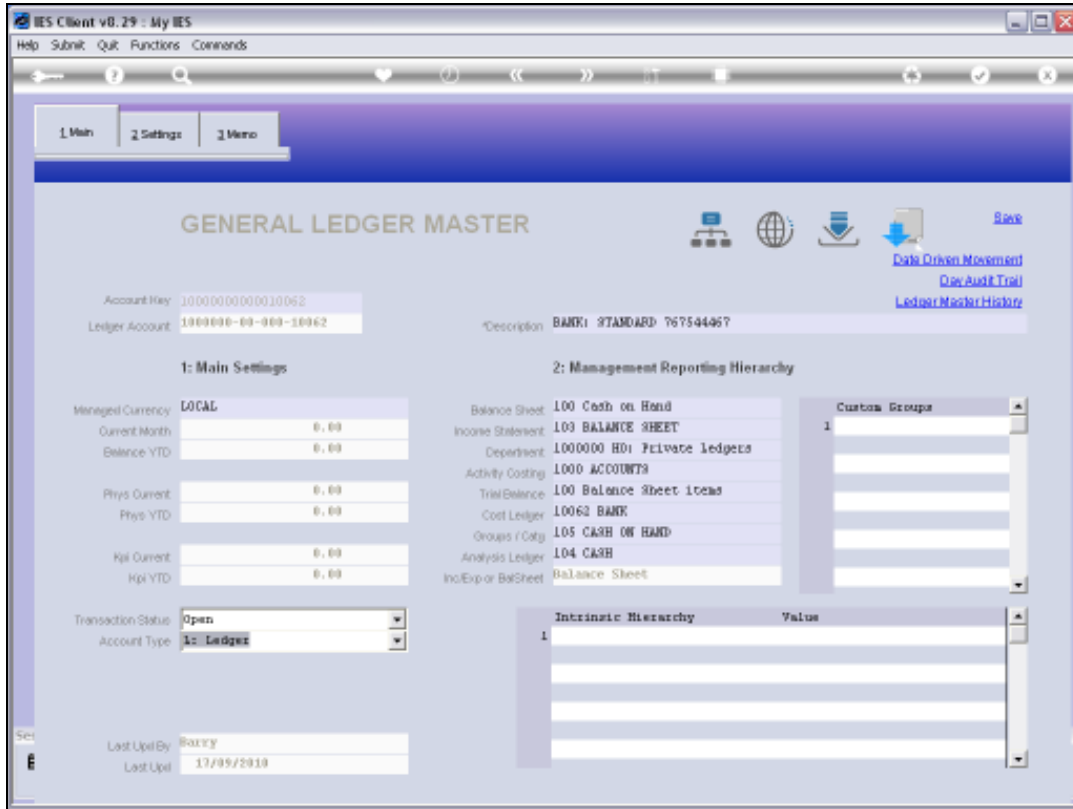
Slide 12  
Slide notes:



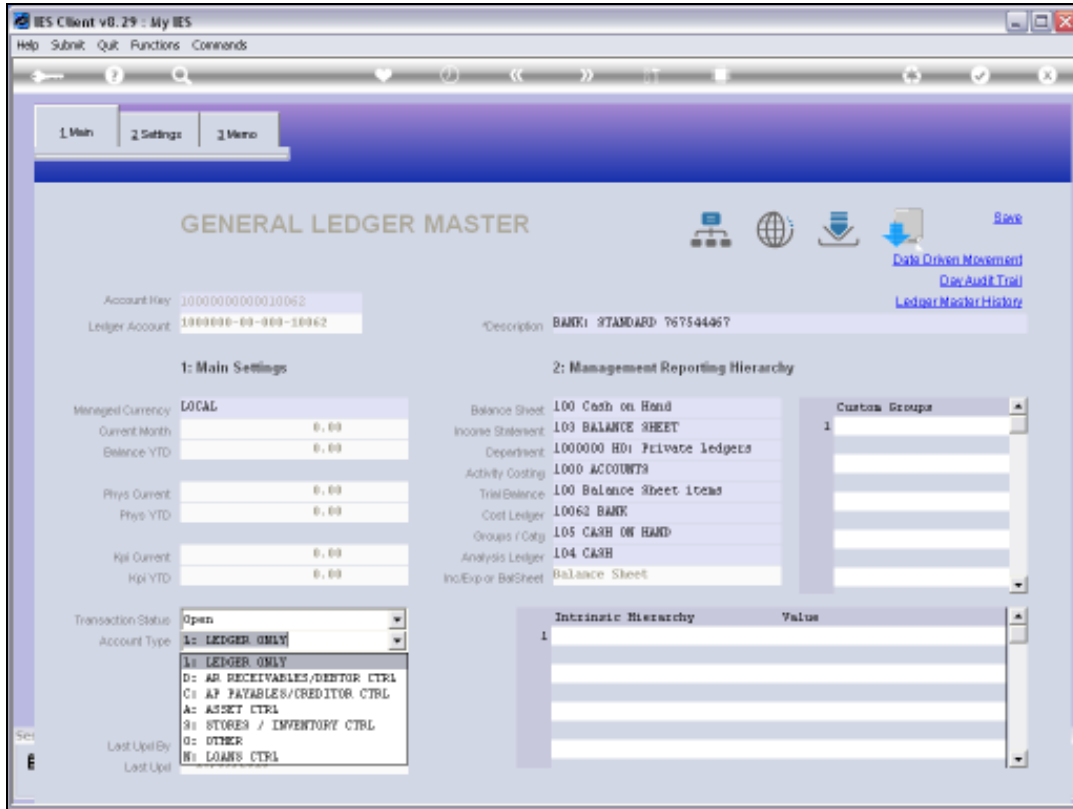
Slide 13  
Slide notes:



Slide 14  
Slide notes:



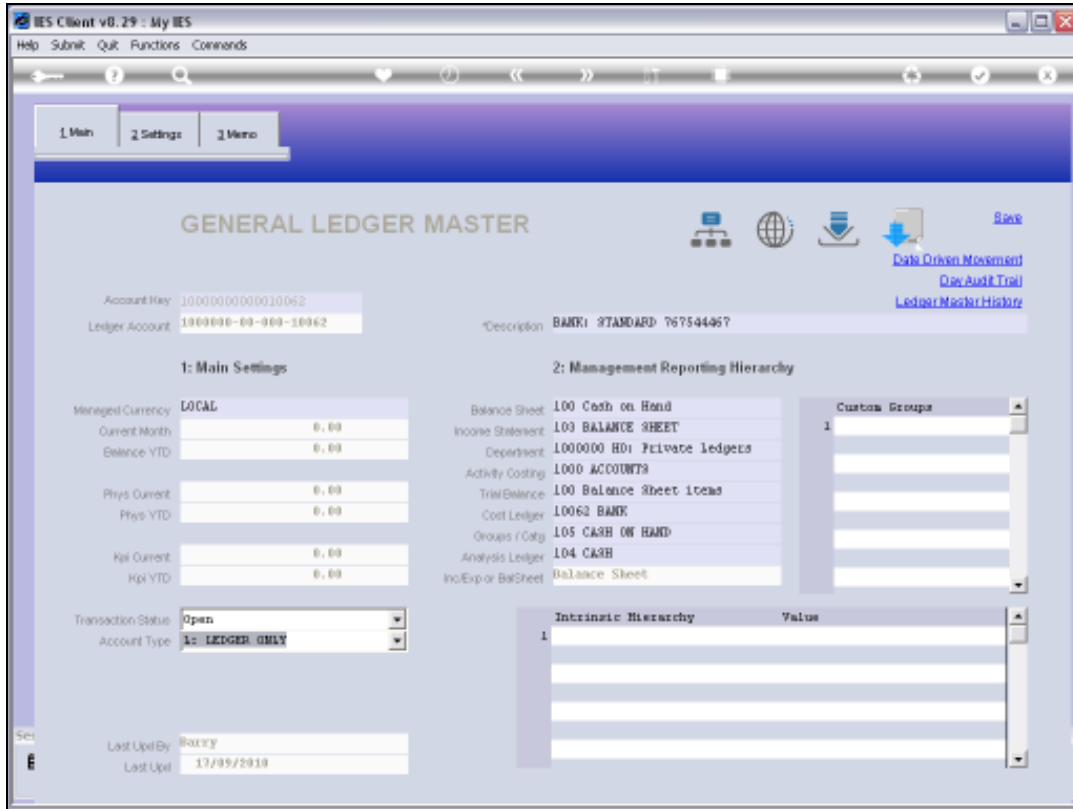
Slide 15  
Slide notes:



Slide 16

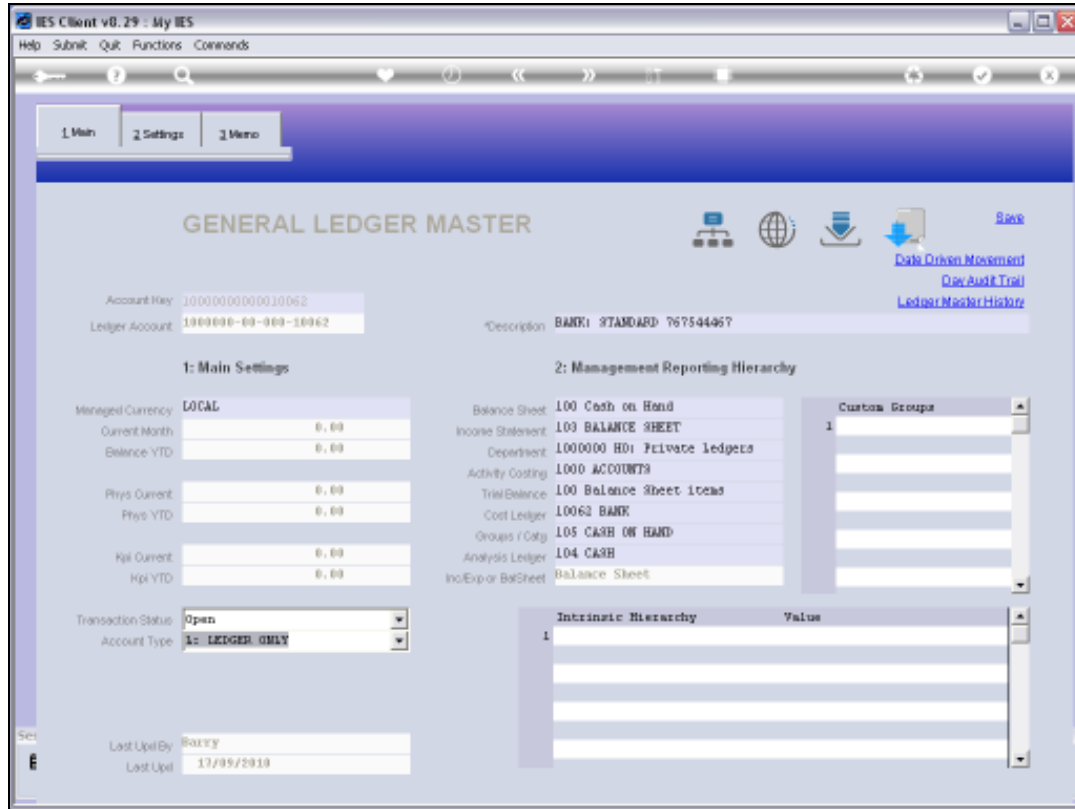
Slide notes: The Account Type, like the Currency, can be changed while the Account is new, i.e. not yet posted, but not after that. However, we cannot change the field here, and must use the function 'Change Account Type' on the front screen.



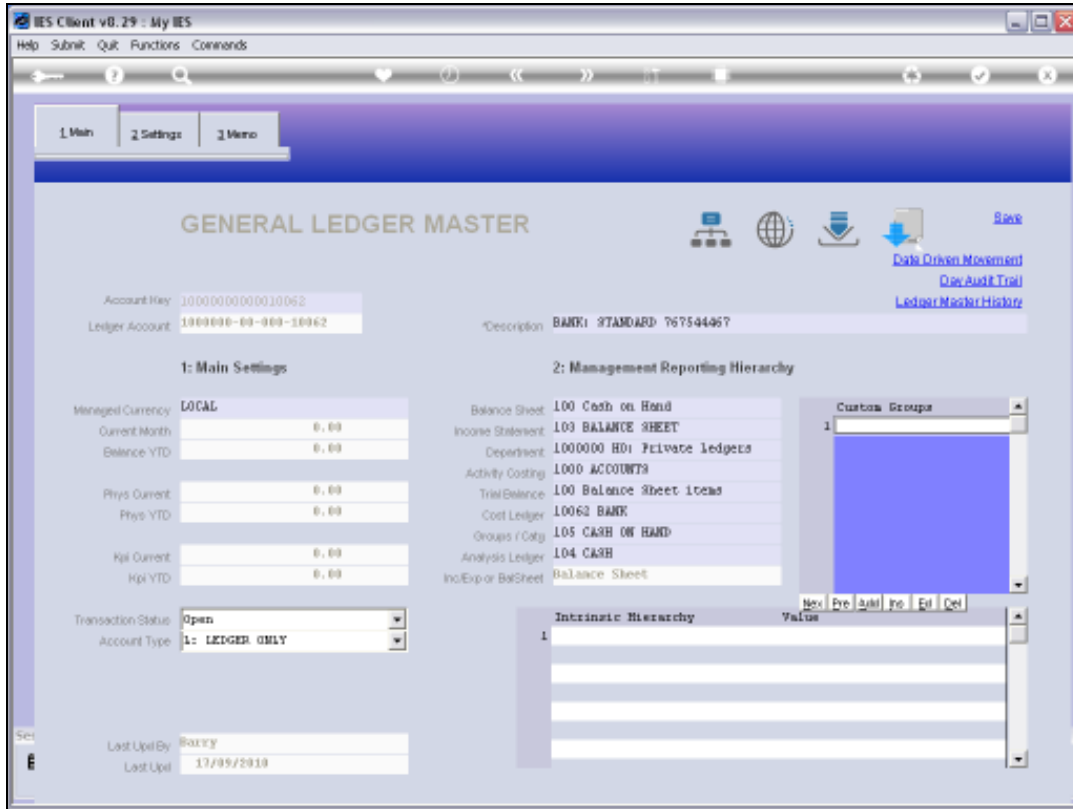


Slide 17

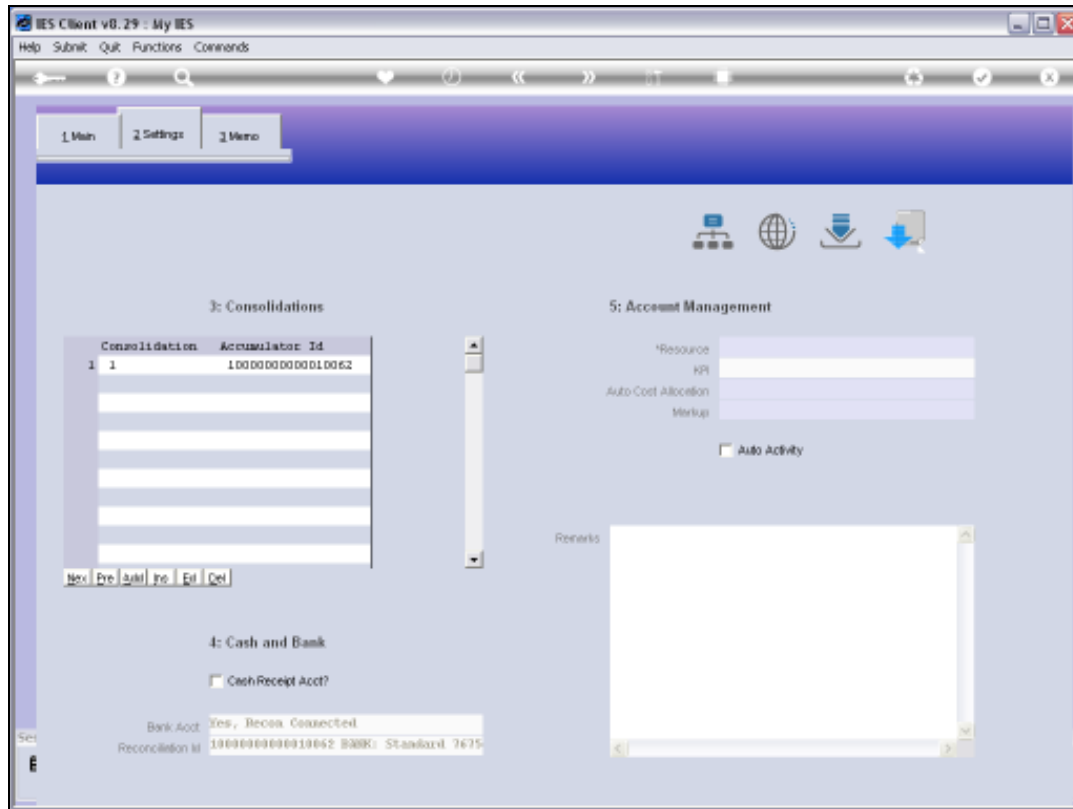
Slide notes: The Report Flag Settings can be freely changed here, and they can also be managed and changed from the Report Flag Masters and with the Chart wizard.



Slide 18  
Slide notes:

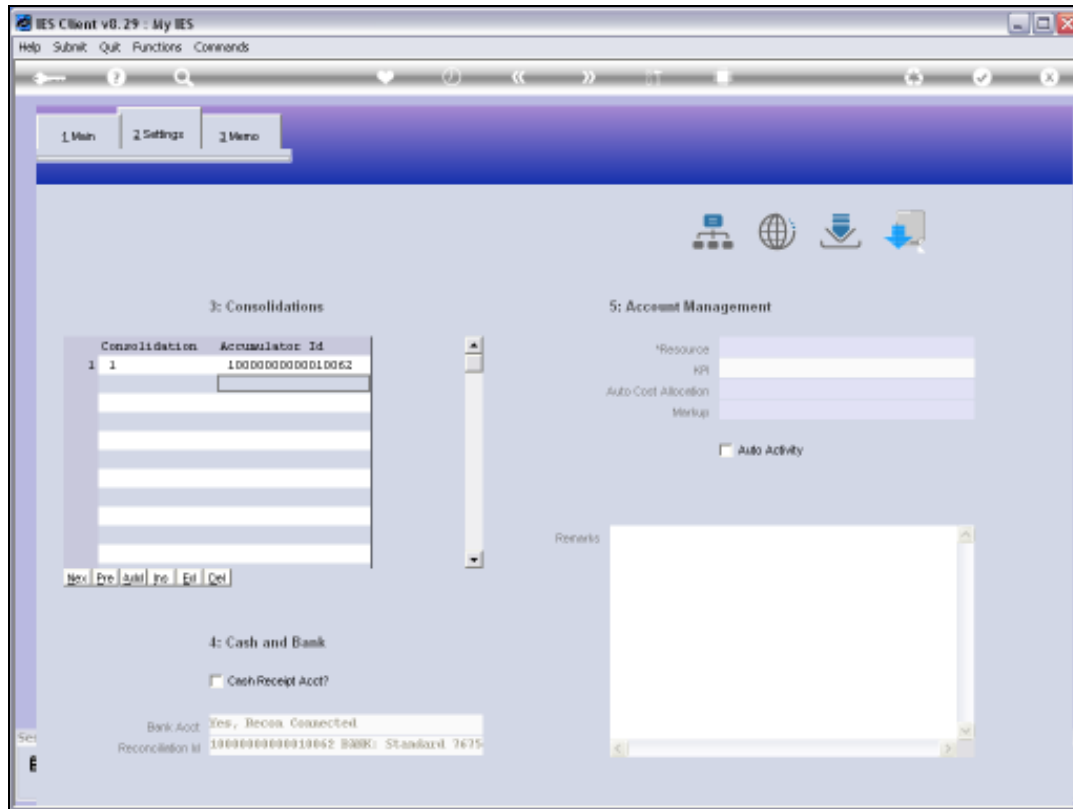


Slide 19  
Slide notes:



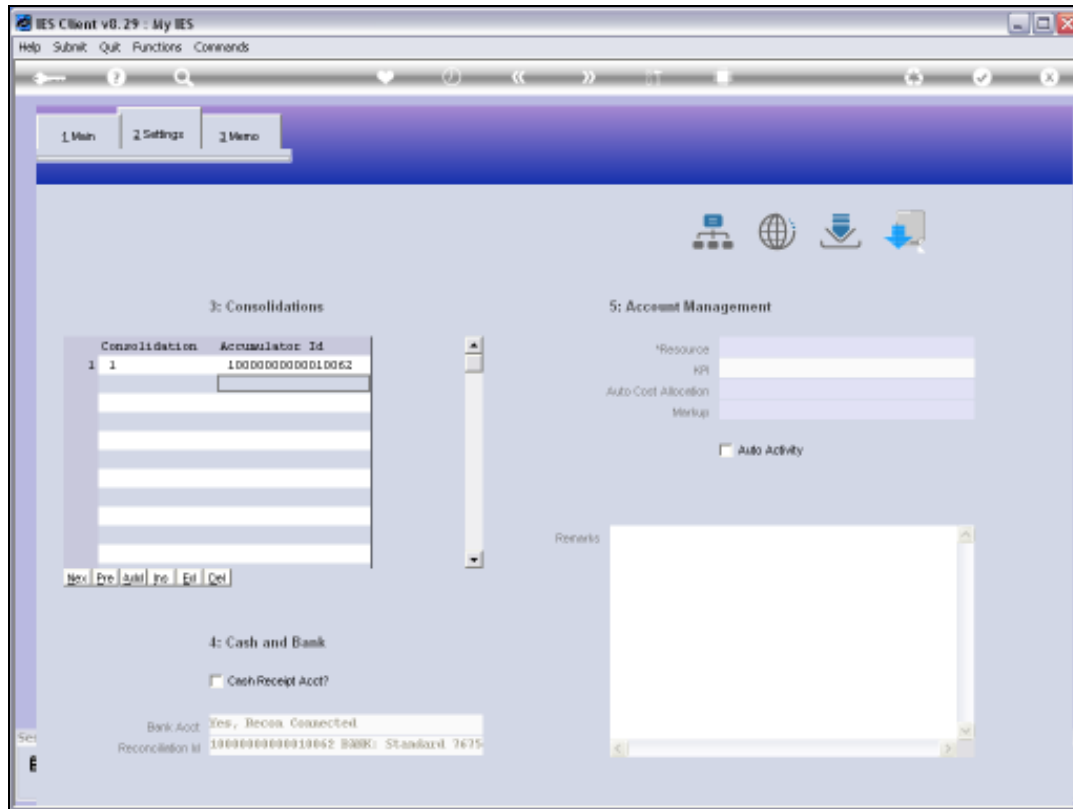
## Slide 20

Slide notes: New Accounts automatically inherit a single default Consolidator setting, but this can be expanded manually, and also with the Import Mapping option for Consolidations. It is only relevant when the Business Consolidator is used.



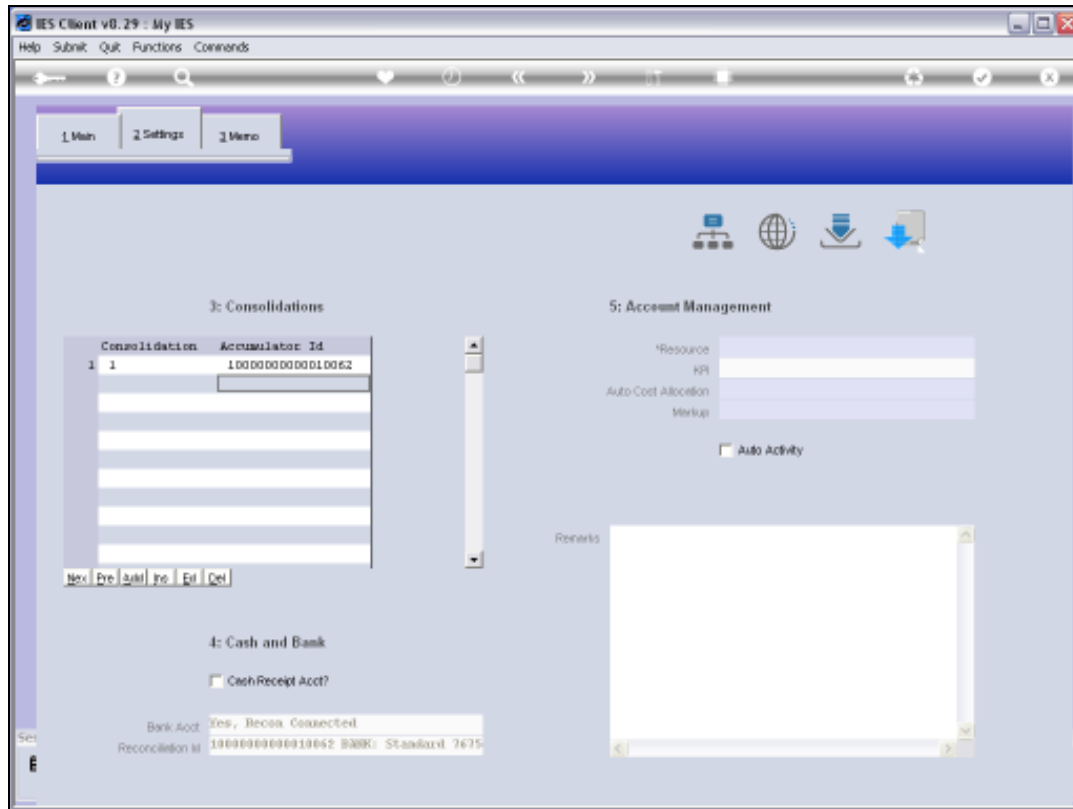
## Slide 21

Slide notes: Bank Accounts that are already linked in the Cash Book will indicate that they are Bank Accounts, and it cannot be set here. The Cash Receipt option can be checked for Cash Accounts, but of course no Account will be allowed to be both a Cash Account and a Bank Account. It is only the one or the other, and for most Accounts, it is neither.



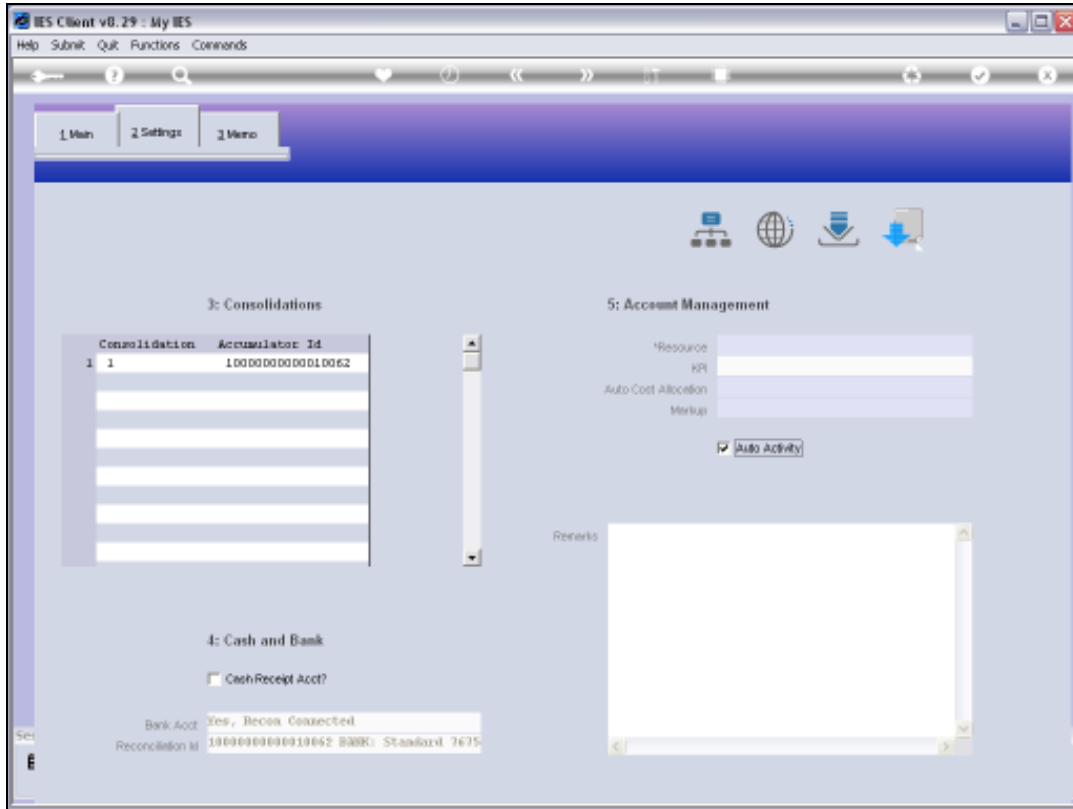
## Slide 22

Slide notes: Ledger Accounts may also be linked to Physical Resources and Key Performance Indicators, but this will not apply on a Bank Account, which we are viewing at the moment. An Auto Cost Allocation instruction may be attached, and optionally a Markup for Internal Stock Issues may also be linked.



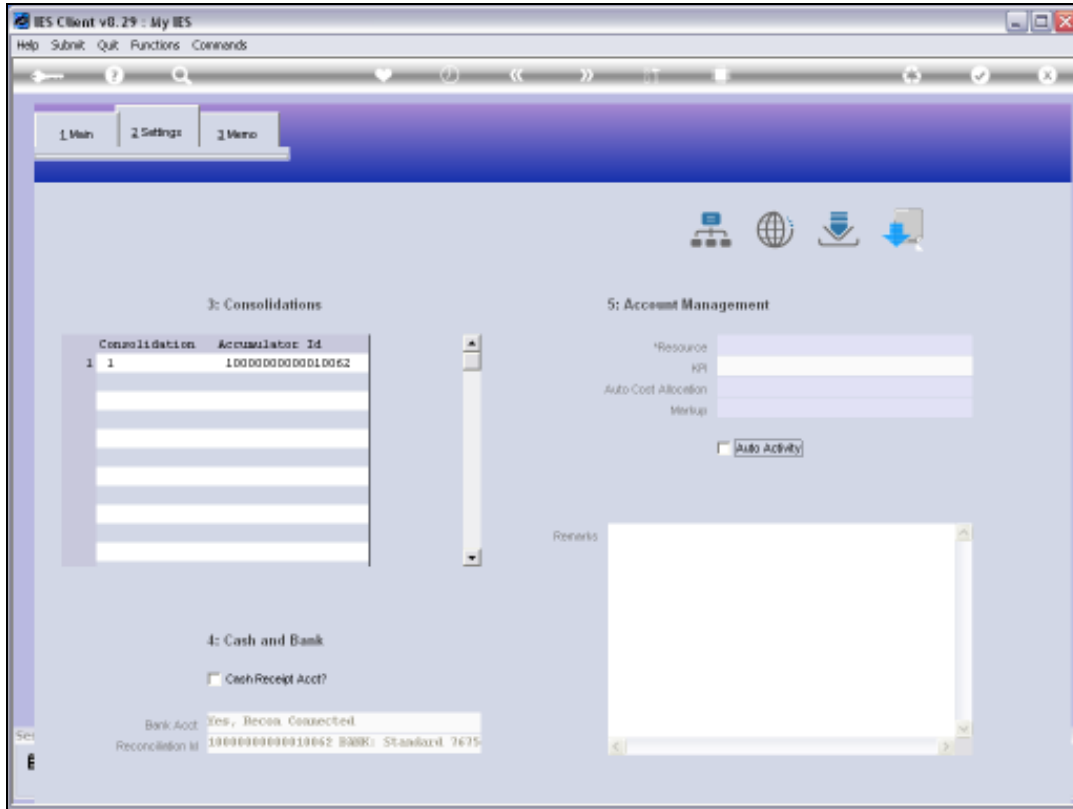
### Slide 23

Slide notes: The Auto Activity field will only be checked for Accounts where Activity Accounts may be created on demand. Be sure to check the on-line help when more information on a field is wanted.

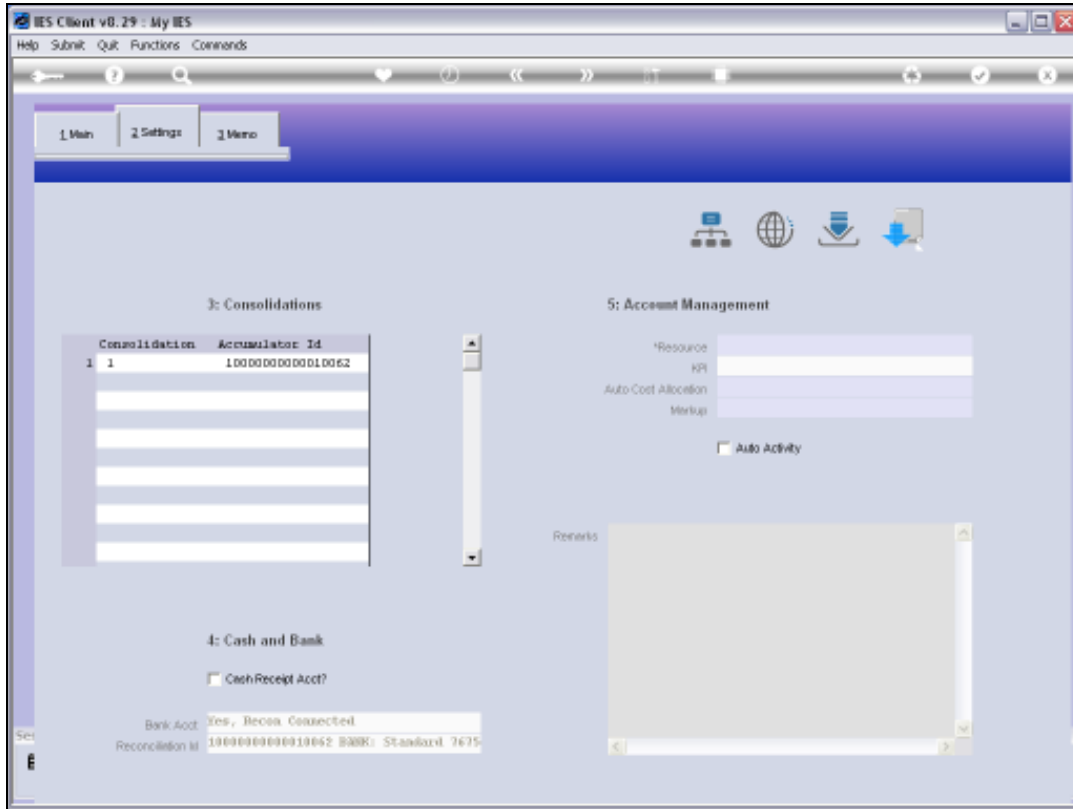


Slide 24  
Slide notes:



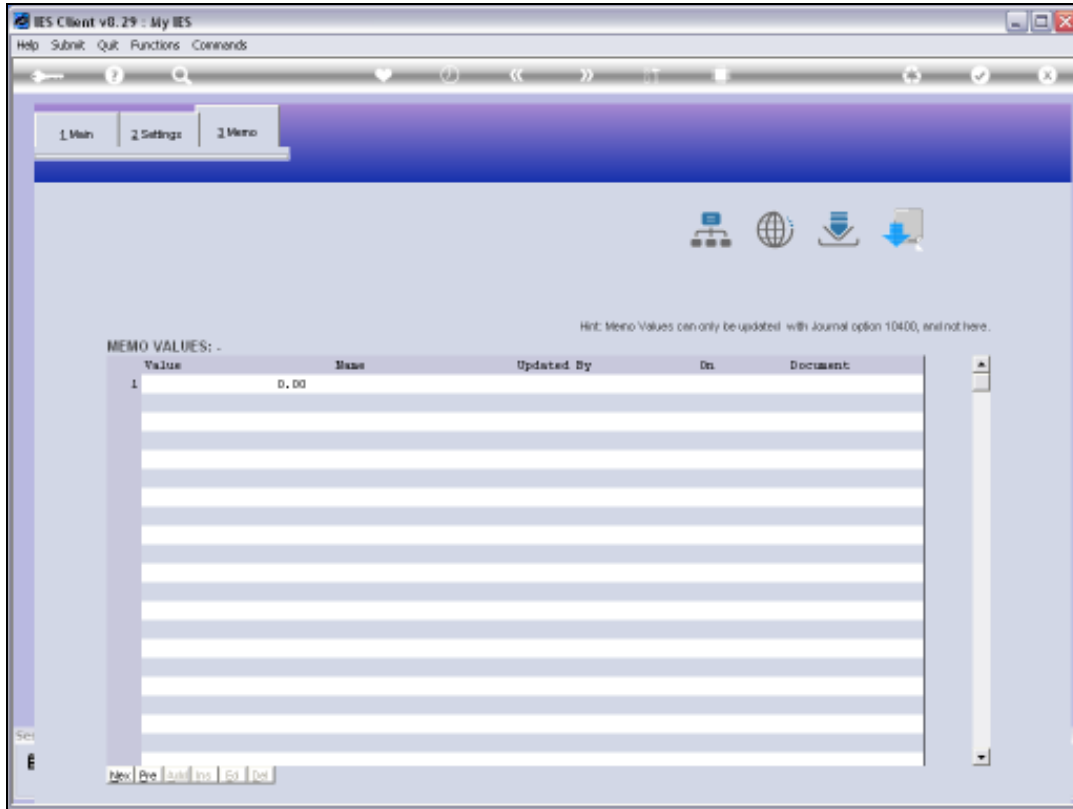


Slide 25  
Slide notes:

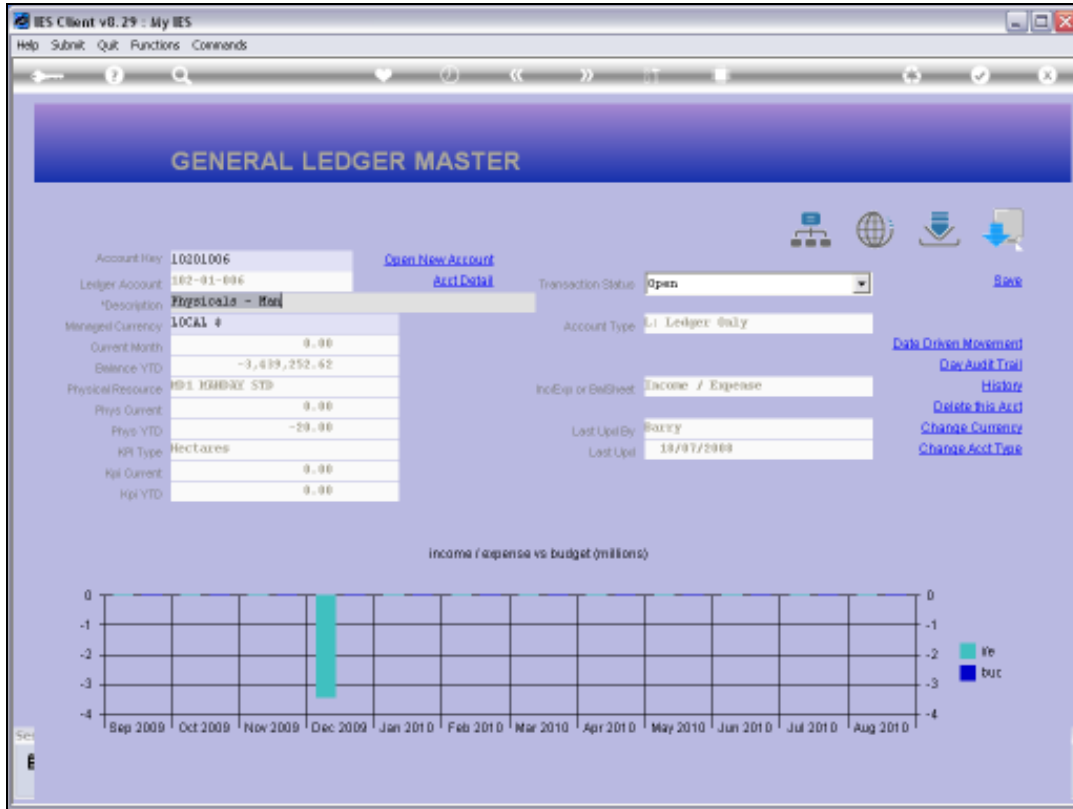


Slide 26

Slide notes:

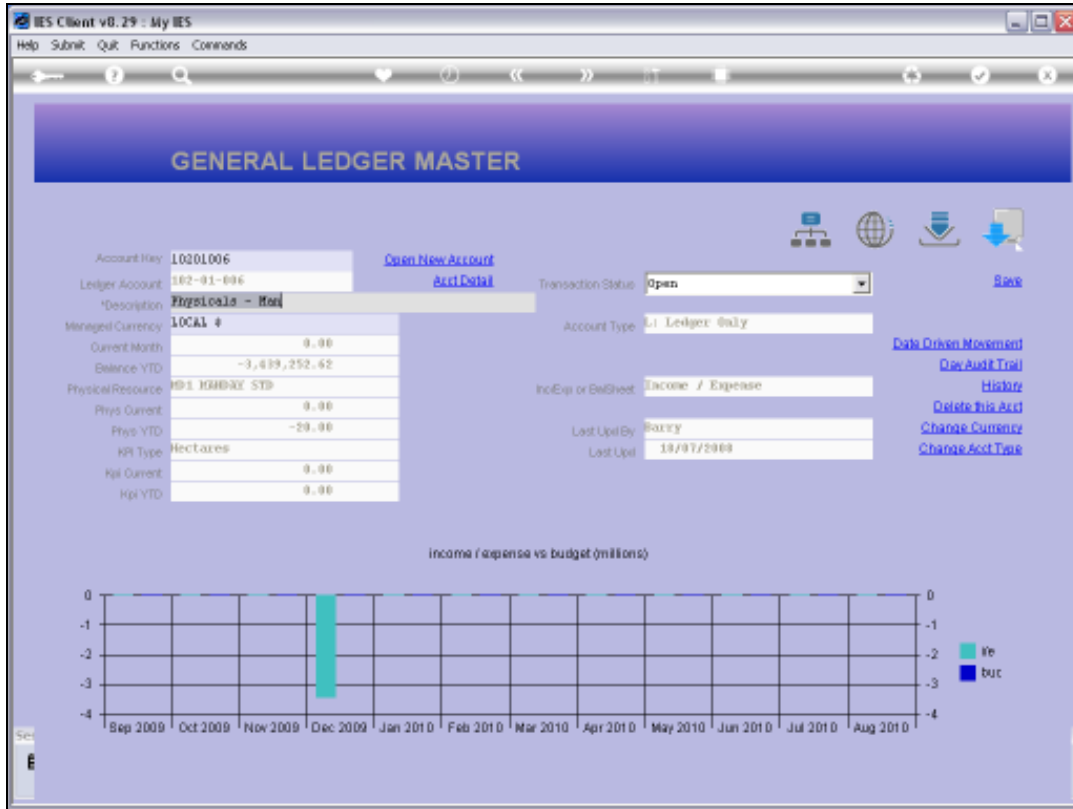


Slide 27  
Slide notes:

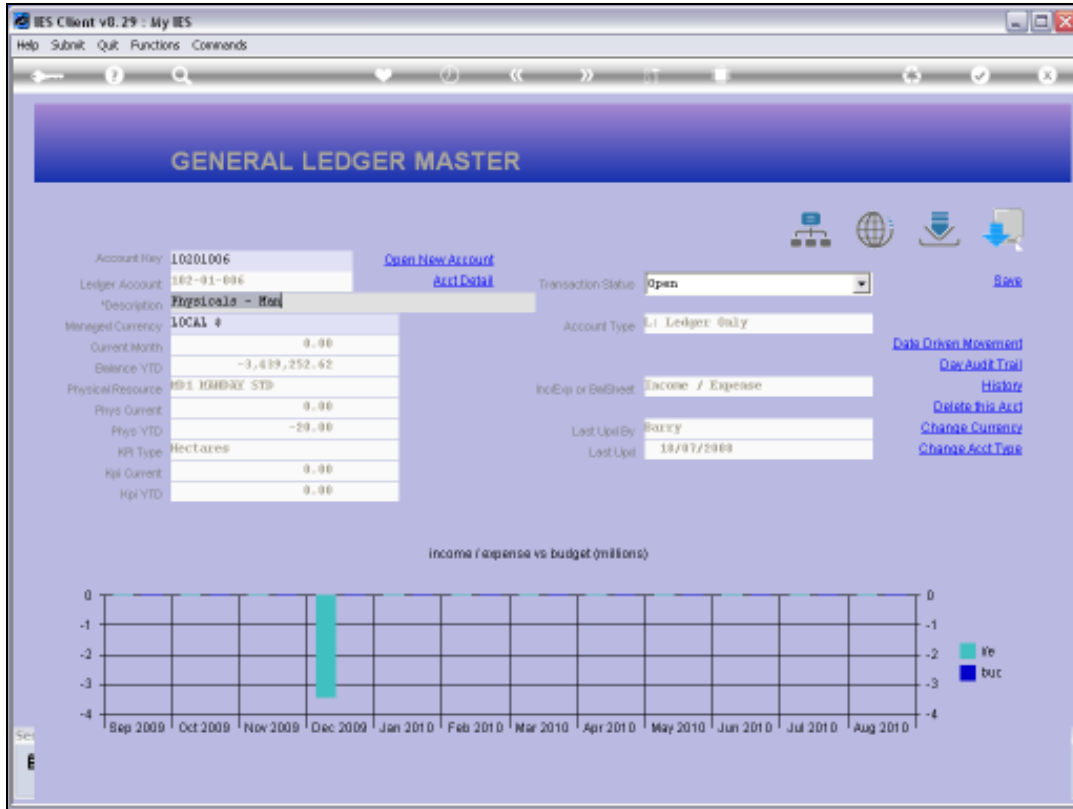


Slide 28

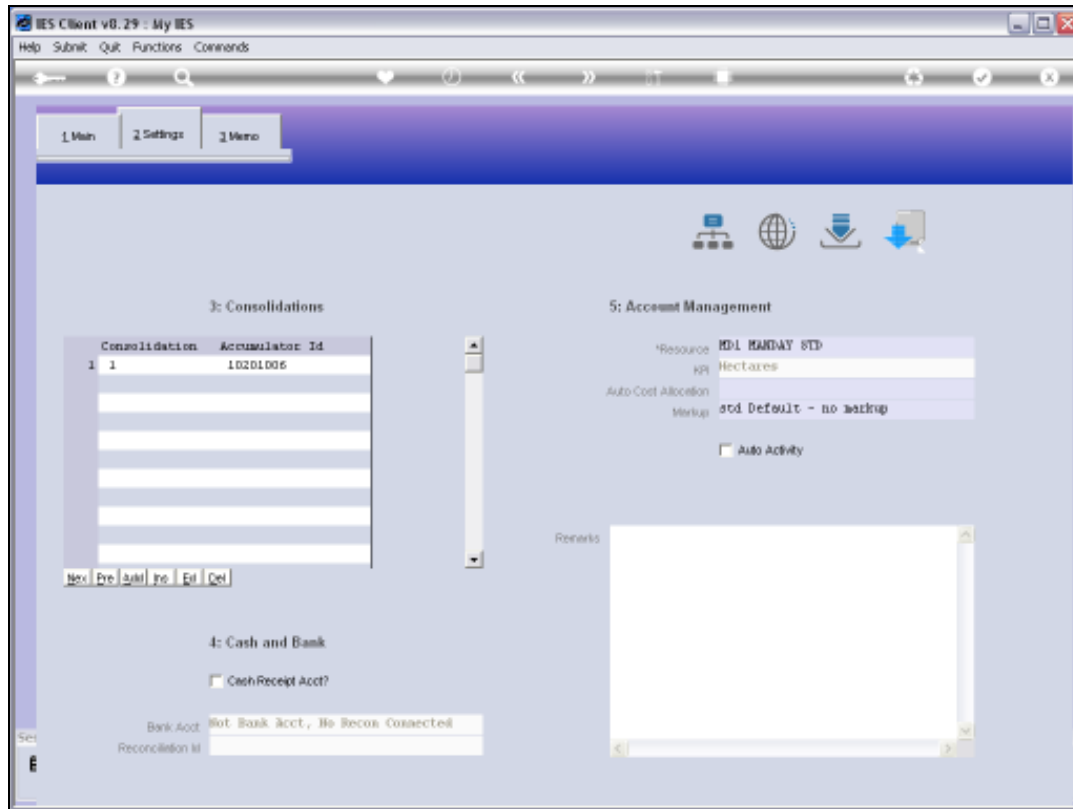
Slide notes: This is an example of an Account where a Resource and Key Performance Indicator is linked.



Slide 29  
Slide notes:

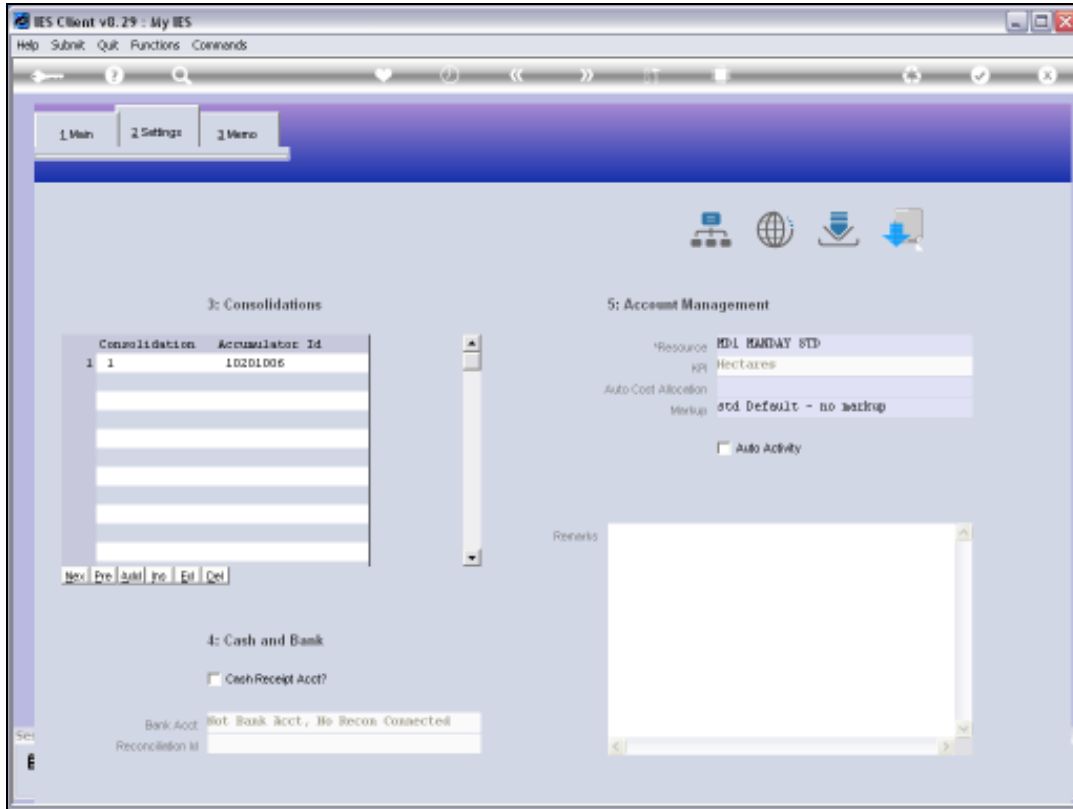


Slide 30  
Slide notes:



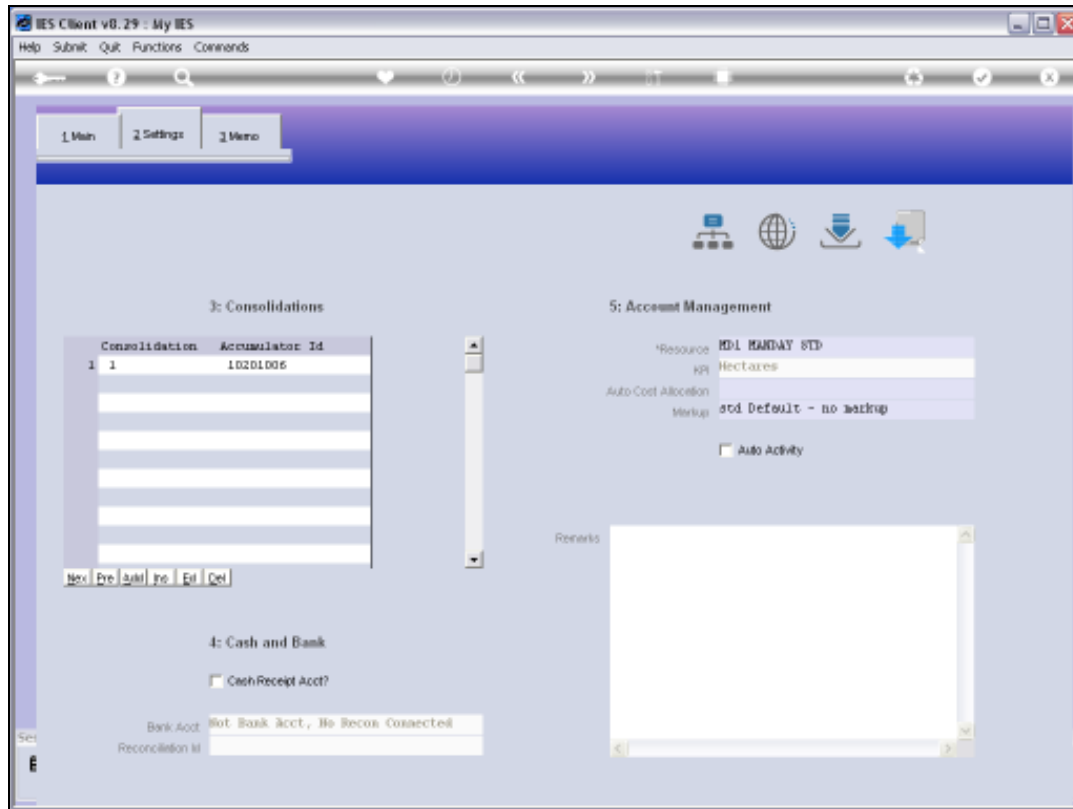
Slide 31

Slide notes: At the Detail Settings we can see that the Resource is indicated, and the KPI is derived from the Resource.



Slide 32  
Slide notes:





### Slide 33

Slide notes: In a general sense, we can say that we usually make a lot of changes when implementing new Accounts, and after that, we may very seldom make any changes to the Ledger Accounts.