Using General Ledger Interfaces

The File Maintenance and Procedures to successfully use the General Ledger Interfaces

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Overview

- **File Maintenance**
  - System Tailoring
  - Application Interfaces
  - Rules
  - Priorities

- **Work Instructions**
  - Assigning Accounts
  - Editing Assigned Accounts
  - Creating Ledger Entries

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Overview

- Applications that have GL Interface options:
  - Customer Order Management (COM)
    - Sales, Cost of Sales & Credits
  - Inventory Management (IM)
    - All transactions in IM
    - System created transactions (i.e. CU – Unit Cost Default Cost Change)
  - Production Control & Costing (PCC)
    - Labor & Overhead to WIP
    - MO Variances
  - Repetitive (REP)
    - Earned Labor & Overhead
    - Rep Schedule Variances

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Interface Overview

- XA collects specified transactions in the following files:
    - IM – INVTXN
    - COM – OEITXN
    - PCC – PCCTXN
    - Repetitive - PCCTXN

Interface Overview

- When you assign accounts, XA will:
  - Use the Priorities to determine how to sequence the rules
  - Compare the fields in the rule to the fields in the transaction
  - When the fields in the transaction find a match to the rule, the account numbers in the rule are appended to the transaction

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Interface Overview

- Creating Journal Entries
  - Only transactions with assigned accounts will be used to create Journal Entries
  - Depending on the Application Interfaces (AM Financials only), Journal Entries will be either ignored (use Print & Clear at month end for a report to back up the manually entered JE) or recognized by the General Ledger
  - Journal Entries can be either summarized by account or a separate entry for each transaction

Covered in Future Sessions

- Individual transactions and the accounts to use for the rules
- T accounts

System Tailoring

- All four of the applications that have interfaces have tailoring questions that activate the GL function

Application Interfaces

- Separate from the Tailoring questions, Interfaces serve as a "firewall" that either allows the ledger to recognize the Journal Entry or ignore the entry

- If you want XA to create the JE but want the ledger to ignore it:

  – Tailor for GL Distribution but DO NOT activate the interface to the GL application

- If you want XA to create the JE and have the ledger use the entry:

  – Tailor for GL Distribution and activate the interface

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Interfaces with IFM


```
ESERVER
File  Edit  View  Communication  Actions  Window  Help

DATE   1/22/06                QUESTIONNAIRE INQUIRY              AMZS84  R7
                                INTERFACES ACTIVE


    Customer Order Management         TO   International Financial Management
    Customer Order Management         TO   Material Requirements Planning
    Customer Order Management         TO   Repetitive Production Management
    General ledger transactions       TO   International Financial Management
    Inventory Management              TO   Customer Order Management
    Inventory Management              TO   Material Requirements Planning
    Inventory Management              TO   Production Control and Costing
    Inventory Management              TO   Sales Analysis
    Manufacturing Performance Analysis TO  Customer Order Management
    Manufacturing Performance Analysis TO  Material Requirements Planning
    Manufacturing Performance Analysis TO  Production Control and Costing
    Master Production Schedule Planning TO  Material Requirements Planning
    Material Requirements Planning     TO  Inventory Management
    Material Requirements Planning     TO  Repetitive Production Management
    Payroll                            TO  Production Control and Costing
    Production Monitoring and Control  TO  Inventory Management
    Production Monitoring and Control  TO  Production Control and Costing      +


                                                USE ROLL UP/DOWN
                                                F19 RETURN TO SELECT
                                                F24 END OF JOB

MA     a             MW                                            01/001
I902 - Session successfully started
Start   Microsoft Word   ESERVER   Using General Ledger Int...   Inbox - Microsoft Outlook   4:27 PM
```

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Interfaces with AM Financials

QUESTIONS?

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Selecting Transactions

- You can select which transactions are collected for the GL Interface

- Each of the 4 applications (COM, IM, PCC & Rep) have a menu option for "General Ledger Interface"

- From the "General Ledger Management" menu, select the "Maintain Interface Control File" option

- Once the Interface Code is set to "1" *from that point on all of those transactions will be collected for Journal Entries*
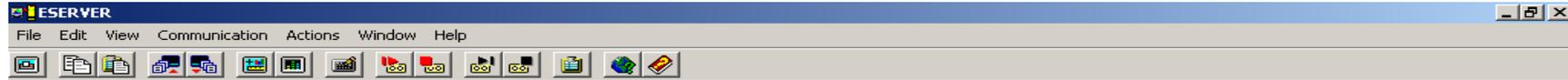
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```
AMIMB3                          Inventory Management              SIMUNEKJA1
                              General Ledger Management


        Type option or command; press Enter.


              1. Create Ledger Entries
              2. Print Temporary General Ledger
              3. Print and Clear Temporary General Ledger
              4. Maintain Interface Control File
              5. Maintain General Ledger Master
              6. List Chart of Accounts




        ==> █


        F3=Exit           F4=Prompt       F9=Retrieve      F10=Actions
        F11=Job status    F12=Return      F22=Messages
```

Transaction Selection
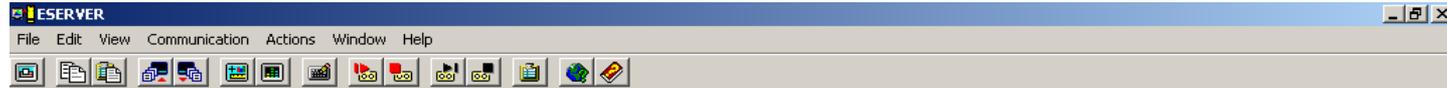
```
ESERVER                                                                  _ | 8 | x |
File  Edit  View  Communication  Actions  Window  Help

  AMVLIO1                    Maintain Interface Control File


  Position to transaction type . . . . . . ____


  Type option; then press Enter.
    2=Change


                                                           More:    +
                                                  Interface  Application
  Option  Type   Description                       Code     Indicator
    _      CA     Cost adjustment                    1          I
    _      CR     Average cost replace               1          I
    _      CS     Standard cost replace              1          I
    _      CU     Unit Cost Default Replacement      1          I
    _      IA     Inventory adjustment               1          I
    _      IP     Planned manufacture issue          1          I
    _      IS     Miscellaneous issue                1          I
    _      IU     Unplanned component issue          1          I
    _      IW     Interwarehouse issue               1          I
    _      IX     Automatic Issue                    1          I



  F1=Help            F3=Exit            F5=Refresh        F7=Backward
  F8=Forward
```

Transaction Selection

AMVLIO2   Maintain Interface Control File
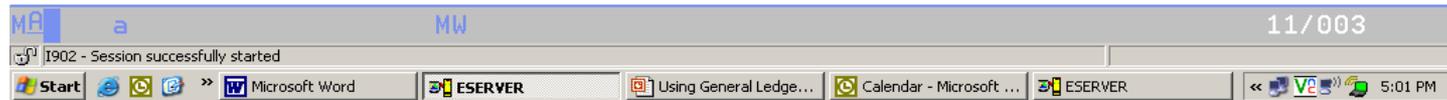
Type choices; then press Enter.

              ion type . . . . :   IP

Can Change Description   indicator . . . . . . :   I

     Trans   tion description . . . . . .   <u>Planned manufacture issue</u>

     Interface to General Ledger . . . .   <u>1</u>   0=No, 1=Yes

1
Selects
Transaction

F5=Refresh   F12=Cancel
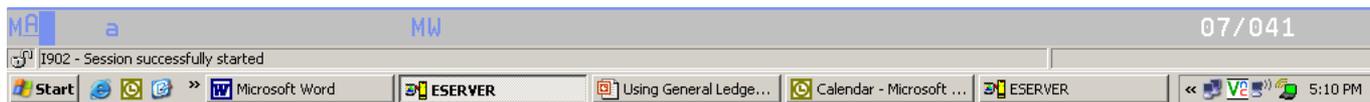
I902 - Session successfully started

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"Wildcard" Transactions

```
ESERVER                                                                    _ |8|×|
File  Edit  View  Communication  Actions  Window  Help

AMVLIO1                          Maintain Interface Control File


Position to transaction type . . . . . ____


Type option; then press Enter.
  2=Change


                                                              More:    +
                                                    Interface  Application
Option  Type   Description                           Code      Indicator
  █     CILI   Cost of sales - inventory items         1          B
  _     CILN   Cost of sales - non-inventory items     1          B
  _     CILS   Cost of sales - special charges         1          B
        CI*    Cost invoices - inventory/non inventory 2          B
        CI**   Cost invoices - all items               2          B
  _     CRLI   Cost relief for returns - inventory     1          B
  _     CRLN   Cost relief for returns - non-inventory 1          B
  _     CRLS   Cost relief for returns - spec charges  1          B
  _     CRL*   Cost returns - inventory/non inventory  2          B
  _     CR**   Cost returns - all items                2          B


F1=Help           F3=Exit          F5=Refresh          F7=Backward
F8=Forward
```

* Designates wildcard

```
MA    a              MW                              11/003
I902 - Session successfully started
Start  »  Microsoft Word  ESERVER  Using General Ledge...  Calendar - Microsoft ...  ESERVER        5:28 PM
```

Rules

- Rules:
  - Hold the values for the fields that will be compared to the transaction
  - Hold the General Ledger Account numbers for assignment (Charge, Offset and, possibly, Variance)
  - Future sessions will cover each transaction and the accounts (description) that should be used for the rule

Charge, Offset, Variance

- The rules are taking a one sided transaction (taking an item out of inventory) and creating 2 (and sometimes 3 Journal Entries

- Charge, Offset and Variance can be either a debit or a credit, depending on the sign on the dollar amount
  - Different rules use 2 or all 3 accounts

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Sample Rule Screens

```
ESERVER                                                                    _ | 8 | X
File  Edit  View  Communication  Actions  Window  Help

  AMBG507                    Change Account Assignment Rule

  Type choices; then press Enter.

                                                              Page 1 of 2

  Company number  . . . . . . . . . . .   ▮1
  Transaction type  . . . . . . . . . .   CILI
  Customer information:
    Customer number . . . . . . . . . .   _____
    Customer class  . . . . . . . . .     _____
  Sales code  . . . . . . . . . . . .     _
  Salesrep  . . . . . . . . . . . . .     _____
  Territory number  . . . . . . . . .     __
  Special charges . . . . . . . . . .     ___
  Tax code  . . . . . . . . . . . . .     _____
  Item information:
    Item number . . . . . . . . . . .     _____
    Item class  . . . . . . . . . . .     ___
    Accounting class  . . . . . . . .     ___
  Warehouse . . . . . . . . . . . . .     ___
  Personal ledger . . . . . . . . . .     _____


  F1=Help            F5=Refresh        F7=Backward        F8=Forward
  F12=Cancel         F14=Simulate      F16=Add priority

MA    a              MW                                        05/041
  I902 - Session successfully started
Start  »  ESERVER       Using General Ledger Int...  Inbox - Microsoft Outlook  ESERVER        5:46 PM
```

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Sample Rule Screens

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Sample Rule Screens


```
AMIG507                    Change Account Assignment Rule

Type choices; then press Enter.

                                                              Page 1 of 2

Transaction type . . . . . . . . . .    IS
Warehouse . . . . . . . . . . . . .     ___
Item information:
  Item number . . . . . . . . . . .     _____
  Item type . . . . . . . . . . . .     _
  Item class  . . . . . . . . . . .     01
  Accounting class  . . . . . . . .     ___
Order information:
  Order number  . . . . . . . . . .     _____
  Accounting class  . . . . . . . .     ___
Reason Code . . . . . . . . . . . .     _____




F1=Help            F5=Refresh         F7=Backward        F8=Forward
F12=Cancel         F14=Simulate       F16=Add priority
```

Sample Rule Screens
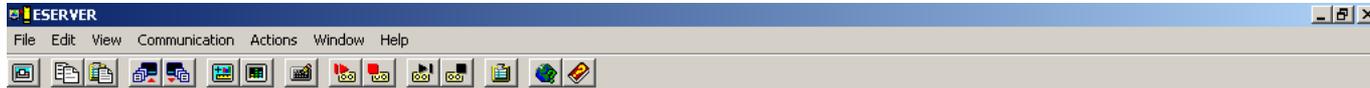
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Priorities

- Priorities determine the sequence to test the rule against the transaction

- The first rule that has a match between the values in the rule and the values in the transaction is the rule that XA will use to assign the accounts

Priority Screen

In this example, when the Assign Account job is run, XA will compare the transaction to the rules in the following sequence:

• Warehouse, Item Class & Reason

• Warehouse & Item Class

• Warehouse

• No fields (this is what I call a "safety net" priority/rule to book all transactions so that closing isn't held up)

AMIG602   Maintain Rule Priorities

Type options; then press Enter.
Use 1 in the fields you want used for this rule.
   1=Create   2=Change   3=Copy to create line   4=Delete

(Subsetted list active)   More:

Opt	Type	Seq	Whs	Number	Type	Class	Ac Cl	Number	Ac Cl	Code
			_	_	_	_	_	_	_	_
_	IS	100	1	_	_	1	_	_	_	1
_	IS	200	1	_	_	1	_	_	_	_
_	IS	300	1	_	_	_	_	_	_	_
_	IS	9999	_	_	_	_	_	_	_	_

Column group headers: ------- Item ------------ --- Order --- Reason

AM-1254 File maintenance request completed successfully
F1=Help   F3=Exit   F5=Refresh   F7=Backward
F8=Forward   F12=Cancel   F14=Simulate   F15=Rules

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This ends the file maintenance section…
Questions?

Let's move on to Work Instructions for using the Interfaces

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Assigning Accounts

- Assigning accounts leaves the transactions in the xxxTXN files but adds the account numbers to the transactions
- If the account numbers are incorrect, they can be changed manually or correct the rule and re-assign the accounts
- Accounts can be assigned any time throughout the month
- Use F17 (Subset) to limit the transactions to be assigned

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Assigning Accounts

- Accounts can be assigned to only the transactions that have not had an account number assigned or to all transactions
- Assignment can be done with a job running through the job queue or interactively
- Individual transactions can be selected for assignment

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Assign Accounts

Assign Account Subset


```
ESERVER                                                                    _ |B| X|
File  Edit  View  Communication  Actions  Window  Help

  AMIG102                       Specify Transactions to Assign


  Type choices; then press Enter.

  Include only these ranges (optional):      From                To
    Date  . . . . . . . . . . . . . . . .  _____              _____
    Warehouse . . . . . . . . . . . . . .  ___                 ___
    Item number . . . . . . . . . . . . .  _____        _____
    Item type . . . . . . . . . . . . . .  _                   _
    Item class  . . . . . . . . . . . . .  ____                ____
    Item accounting class . . . . . . . .  ___                 ___
    Order number  . . . . . . . . . . . .  _____              _____
    Order accounting class  . . . . . . .  ___                 ___
    Reason code . . . . . . . . . . . . .  _____              _____




  F1=Help            F3=Exit            F5=Refresh          F12=Cancel


MA    a                    MW                                         06/044
I902 - Session successfully started
Start   ...  ESERVER         Using General Ledger Int...  Inbox - Microsoft Outlook  ESERVER        6:37 PM
```

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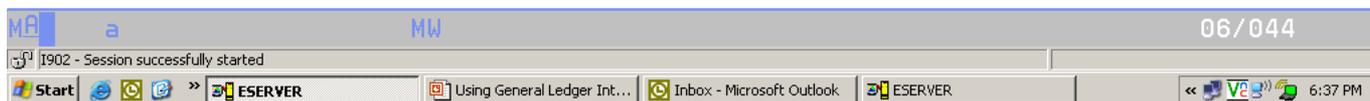
Un-assigned Transactions

- If there are transactions that did not have accounts assigned then check the Assignment Register Report to see the transaction/error

- Correct/create a rule that will assign accounts to the un-assigned transactions

Unassigned Transactions

Assignment Register

Changing Assigned Accounts

- The "Edit Assigned Accounts" menu option allows the accountant to either change account numbers or split one account into several

Changing Assigned Accounts

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Changing Assigned Accounts

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QUESTIONS?

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Creating Ledger Entries

- Only transactions that have accounts assigned are eligible for Journal Entry creation

- Create screen allows for:
  - Entry of the JE date
  - Whether the JE is summarized (one JE for each account number)
  - Or, whether a separate JE is created for each transaction

Creating Ledger Entries

- Use "F17 – Subset" to limit entries to a specific month
  - NOTE: if Sub-setting by IM Period Close number make sure that all activity in COM, Rep & PCC is completed prior to closing IM
  - The IM current period is stored in SYSCTL, record STATI1, field CLSPD, pos 92-93
- All Journal Entry create jobs run through the job queue
  - Deletes the transaction from the xxxTXN file
  - Adds the entry to TEMGEN
  - Application Interface determines if GL uses recognizes the transaction or ignores it

Cistech Enhancement

- Cistech sells a GLI enhancement that:
  - Creates PowerLink objects over the Rule, Priority and Transaction files so that all fields can be viewed in a single record
  - Added history files that get populated when the Journal Entry is created
    - Allows the Journal Entry to be created in summary but retain the detail for audit/investigation purposes

Creating Ledger Entries

```
ESERVER                                                                    _|8|x|
File  Edit  View  Communication  Actions  Window  Help

AMIG301                          Create Ledger Entries


   Select processing options.
     Journal entry date . . . . . . . . . █_____
     Summarize entries  . . . . . . . . . _        0=No 1=Yes
     Multiple company entries . . . . . : 1


   Type options; then press Enter.
     1=Select                                                  More:
            --------------- Transaction  ---------------
   Opt   Type   Description                       Assigned  Invalid  Mult-Co
     _    CA    Cost adjustment                        30
     _    IA    Inventory adjustment                    6
     _    IP    Planned manufacture issue              11        2
     _    IS    Miscellaneous issue                     1
     _    IW    Interwarehouse issue                    3
     _    RC    Miscellaneous receipt                   9        1
     _    RM    Production receipt                       2
     _    RP    Purchase order receipt to stock        36        3
     _    RW    Interwarehouse receipt                  4



   F1=Help              F3=Exit              F5=Refresh          F7=Backward
   F8=Forward           F12=Cancel           F13=Select all      F17=Subset

MA   a              MW                                              04/041
I902 - Session successfully started
Start  ...  ESERVER         Using General Ledger Int...  Inbox - Microsoft Outlook  ESERVER      6:56 PM
```

Creating Ledger Entries - Subset
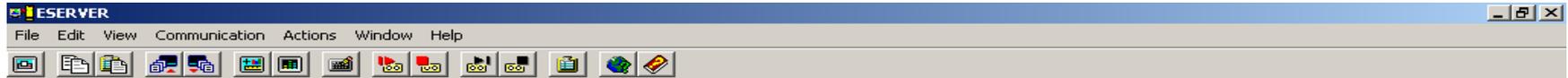
AMIG304   Specify Ledger Entries to Create

Type choices; then press Enter.

Include only these ranges (optional):   From   To
  Date . . . .   _____   _____
  IM period number . . . .   __   __
  Warehouse . . . .   ___   ___
  Item number . . . .   _____   _____
  Item type . . . .   _   _
  Item class . . . .   ____   ____
  Item accounting class . . . .   ___   ___
  Order number . . . .   _____   _____
  Order accounting class . . . .   ___   ___
  Reason code . . . .   _____   _____

          F1=Help   F3=Exit   F5=Refresh   F12=Cancel
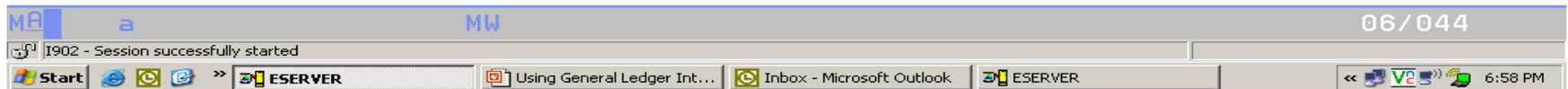
Month End

- Each application has an option to print the "Temporary General Ledger"
  - Shows all entries created for the application
- If the Application Interface to the General Ledger is not activated, then run the "Print and Clear Temporary General Ledger" to:
  - AM Financials only
  - Get a report to use as a backup to a manual journal entry
  - Delete the entry from the TEMGEN file

Month End
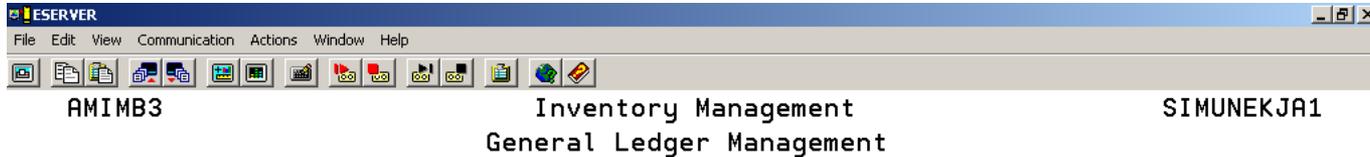
AMIMB3   Inventory Management   SIMUNEKJA1

General Ledger Management

Type option or command; press Enter.

    1. Create Ledger Entries
    2. Print Temporary General Ledger
    3. Print and Clear Temporary General Ledger
    4. Maintain Interface Control File
    5. Maintain General Ledger Master
    6. List Chart of Accounts

==>

F3=Exit   F4=Prompt   F9=Retrieve   F10=Actions
F11=Job status   F12=Return   F22=Messages

Summary

- ## File Maintenance

  - Tailor applications for General Ledger Distribution

  - Decide whether to activate the interface to the General Ledger

  - Create Rules

  - Create Priorities

  - Select which transactions will be collected (this is normally timed to coincide with the first day of a fiscal period)

Summary

- ## Work Instructions

  - – Assign accounts to transactions

  - – (optional) Edit assigned accounts to change or split entry

  - – Create Journal Entries

  - – Print or Print & Clear (depending on Application Interfaces) Temporary General Ledger

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