

General Accounting

Contents

Introduction	5
9.1 Navigation	9
Hot Keys for Navigation	36
General Accounting Setup	41
General Accounting Setup	41
Fiscal Date Patterns	41
Company Setup	44
Business Unit Setup	48
Address Book Setup	59
Company Setup Review	65
General Accounting Constants	66
Chart of Accounts Setup	78
Copying Accounts to Business Units	87
Ledger Type Rules	91
Automatic Accounting Instructions (AAls)	94
Organizational Report Structures	104
Organizational Structures	120
Next Numbers	135
Transactional Processing	143
Journal Entry Processing	143
Overview	143
Journal Entry Processing	145
Out of Balance/Exclude from Integrity	161
Other Journal Entry Processing Features	164
Approving and Posting Batches	169
Other Journal Entry Types	171
Allocations	183
Indexed Allocations	200
Advanced Variable Numerator Allocations	213
Business Unit Overrides	215
Creating Source & Basis Versions	217
Creating the Allocation Specifications	219
Computing Advanced Variable Numerator Allocations	224
Multi-Currency	231
Constants and AAls	231
Constants	231
Automatic Accounting Instructions (AAls)	233
Exchange Rates	236

Multi-Currency Journal Entry	240
Calculating Exchange Gains and Losses	243
Currency Restatements	250
Balance Restatements	250
Detailed Currency Restatement	267
Restatement Tips	279
Reconciliations	281
Manual Reconciliation	283
Automatic Reconciliation	302
Budgeting	305
Budget Patterns	305
Budget Pattern Setup	305
Assigning Budget Patterns	309
Annual Budgets	317
Entering and Reviewing Annual Budgets	317
Spread Annual Budget to Periods	323
Budget Worksheet	327
Detailed (Monthly) Budgets	335
Journalized Budgets	341
Uploading Budgets from a Spreadsheet	346
Budgeting via EnterpriseOne Home Page	362
Closing Processes	373
Monthly Close and Changing a Financial Period	373
Annual Close	375
Advanced Topics for General Accounting	383
Consolidations	383
Online Consolidations	383
High Volume Consolidations	398
Organizational Changes	406
Change Business Unit on Multiple Accounts	407
Change Object Account	408
Changing Accounts by Subsidiary	409
Changing the Company Number on a Business Unit	411
Update Trial Balance and General Ledger	411
Change Account Information	413
Reports, Inquiries, and Integrities	419
Financial Reports	419
Simple Financial Reports	419
Consolidated Financial Reports	435
Other Financial Reports/Tools	451

Reports and Inquiries	464
Trial Balance Reports	464
General Ledger Reports	483
Trial Balance Inquiries	495
Integrity Reports	503
Unposted Batches	504
Transactions to Batch Headers	505
Batch to Detail	509
Batches Out of Balance	511
Company by Batch Out of Balance	512
Intercompany Accounts In Balance	513
Accounts without Business Units	514
Account Balance w/o Account Master	515
Transactions Without Account Master	516
Account Balance to Transactions	517
EnterpriseOne 9.2 User Interface	521
Introduction	521
Queries	522
Sharing User Defined Objects	523
One View Watchlists	524
Grid Formats	527
Composite Application Framework (aka CafeOne)	528
Personal Forms	533
EnterpriseOne Search	535
Images	537
EnterpriseOne Pages	539
Attachments via Side Panel	545
UX One	545
Summary	546
Appendix	547