

## General Ledger

The ABECAS® General Ledger module is a full featured multi-company financial accounting system. It can stand by itself or integrate with the other ABECAS® modules. If integrated, it provides the accounting structure for each of these modules. In turn, these modules generate accounting transactions that update the General Ledger, as appropriate. This allows up-to-date reports to be displayed at any time. If the General Ledger is not present, then the General Ledger Codes module provides the accounting structure for the other ABECAS® modules.

The ABECAS® General Ledger integrates with the ABECAS® Cost Accounting module so that both modules are simultaneously updated from the same transaction ... from all modules. The Cost Accounting module is a complete "Activity Based Costing" system that allows the accounting information to be managed in more detail. The resulting management reporting is powerful and critically important in cost sensitive businesses and comes with very little additional effort.

The ABECAS® General Ledger concurrently provides both accrual-basis and cash-basis financial accounting. Both sets of General Ledger accounts are automatically maintained and you select which to use in the financial reports. All transactions throughout ABECAS® are maintained by "batch" in an historical transactions file. This provides a detailed audit trail behind the changes in the account balances in each fiscal period. The accounts, along with the transactions history, may be maintained for as long as you desire. Reports are available that take advantage of this history.

The philosophy behind all ABECAS® modules is that your business records represent a database of information about your company. They are a valuable company asset and should be treasured. The ABECAS® General Ledger database is structured around this goal. For example, totals are maintained for each account for each fiscal period as well as beginning and ending balances. Detailed notes may be attached to individual accounts in order to provide the detail behind the transactions. ABECAS® is designed to be your data depository and retrieval system.

### Benefits

- Instant Income Statements ... by department or consolidated ... current month, vs prior year, vs budget, by month, by year, user defined
- Account activity in a Trial Balance format
- Flexible financial accounting and reporting
- Spreadsheets by month
- Encumbrances
- Flexible fiscal year
- Full integration with all ABECAS® modules ... with batch control reporting
- Complete audit trail of all transactions by fiscal period, calendar period and batch ... for as long as you need
- Instant Balance Sheets ... by department or consolidated
- Cash- and accrual-basis accounting
- Budgeting
- Multiple companies
- Ad hoc reporting with ASCII file export
- Drill down to transactions from the trial balance detail

## Standard Features

- Maintains quantity information for all accrual-basis accounts.
- Provides complete financial accounting for your business-- transactions, account balances, notes, reporting and control.
- Multiple years of data may be retained, as desired.
- Quick lookup of account balances with transactions detail.
- Detailed notes describing a transaction may be entered in GL/CA/AP/PR.
- Prior period transactions may be consolidated.
- Journal entries may be single-sided but must balance by journal before being posted.
- Transfer journal entries allow the easy transfer of balances between accounts
- Ten user defined journals are available plus:
  - Prior Period Transactions Journal
  - Prior Year Transactions Journal
  - Repeating Transactions Journal
  - Reversing/Reversed Transactions Journal
- Journal entries may be printed, reviewed, and changed before being posted.
- Maintains all records on both a cash- and an accrual-basis, concurrently.
- Maintains beginning, ending and monthly balances for each account for each fiscal year.
- Supports multiple companies.
- Maintains historical detail, both by calendar period and fiscal period.
- Purging of prior year data is user selectable.
- All postings, along with other processes, are tracked by a Batch record ... with reporting.
- Balanced journal entries allow the easy allocation of overhead and other items. Allocations may be direct or automated using predefined distributions or by percent, size, and more.
- Journal entries may be on a cash-basis, accrual-basis, both, or only to the Cost Accounting.
- Full audit trail is available for all posted entries
  - 1) both for the current period and by fiscal period
  - 2) as a sequential list and by account.
- The financial reports may be by department or consolidated.

- Departments are definable by you -- up to eight alphanumeric characters.
- All financial reports may be displayed on either a cash- or an accrual-basis for any fiscal period.
- All reports offer numerous selection criteria.
- The Chart of Accounts is definable by you -- up to eight alphanumeric characters. Accounts may be detailed or summary accounts. Provides the format of the standard financial statements.
- All reports may be displayed to the terminal, printer or disk ... even reviewed before printing.
- Access is controlled by module and then by menu selection
- Menu descriptions and help messages may be customized.

## Optional Features

- **GL Budgets** -- annual with a distribution by fiscal period. Includes programs to enter budgets or to create budgets based on prior budgets or actual data. Allows easy allocation by period. Reports compare actual results with budgeted.
- **GL Encumbrances** -- entered or automatically updated from open purchase orders. Encumbrances add to actual to compare with budgeted.
- **User Defined Financial Reports** -- allows you to combine and display accounts, as desired.
- **Fund Reporting** -- allows reports by fund
- **Import GL Transactions** -- creates unposted journal entries from an external ASCII file.
- **Consolidate ABECAS® General Ledgers for Multiple Companies** -- transfers each company as a department in the consolidated general ledger.
- **Export Current Period GL Transactions**

## Reports

- Query Account Balances with Detail
- Trial Balance -- Consolidated or by Department
- Account Balances by Period, Ending Balances
- Sequential Transactions List by Batch
- Ledger Postings By Account -- Fiscal Period
- Standard Balance Sheet
- Balance Sheet with Budgets & Prior Year
- Balance Sheet Comparison By Year
- Income Statement Summary By Department
- Income Statement with Budgets & Prior Year
- Income Statement for Fiscal Year By Period
- Income Statement Comparison By Year
- Account Balances with Budgets -- User Defined
- Consolidated Check Register
- Ad hoc Analysis of Transaction Notes
- Annual GL Budgets Report
- Journal Transactions Edit Report
- Trial Balance with Period- To-Date Balances
- Ad hoc Analysis of Account Balances
- Ledger Postings By Account -- Calendar Period
- Ad hoc Analysis of Historical Transactions
- Balance Sheet With Prior Year Comparison
- Balance Sheet for Fiscal Year By Period -- Balance or Change
- Standard Income Statement
- Income Statement with Prior Year Comparison
- Income Statement with Budget Comparison
- Income Statement with Budget Comparison for Fiscal Year by Period
- Account Balances -- User Defined Format
- Ad hoc Analysis of Batch Control Log
- Transaction Notes Listing
- Batch Control Log Listings
- GL Budgets By Period