



Faith-Based Finance Collaborative

AcctTwo is focused on delivering the future of finance and accounting to our customers.

Our dedicated team of over 100 people has helped more than 800 organizations optimize finance and accounting through software implementations, accounting outsourcing, and consulting.

AcctTwo has been recognized by Sage Intacct as its Partner of the Year from 2014 – 2019 and by our customers as a leader in overall satisfaction and popularity through their reviews on G2.

Learn more at www.accttwo.com



**CLOUD-BASED
ACCOUNTING SOFTWARE**
Grow your organization with the Cloud ERP that's #1 in customer satisfaction.



**MANAGED ACCOUNTING
SERVICES**
By outsourcing your accounting, you gain the freedom to focus on your mission.



**SOFTWARE
DEVELOPMENT**
Go the last mile of your financial journey with Sage Intacct+ to create a customized application to fit your organization.

CPE CREDIT FOR THIS COURSE

There are three things needed in order for you to receive CPE credit for the course you are attending:

1. Sign the sign-in sheet for each course.
2. At the end of each course, you will receive a reminder to complete your course survey, and it will have a link to all surveys. Please only fill out the one for the course you just attended. You can also do this after the event if you don't have time in between sessions. And PLEASE don't forget to include your name, so we will know who to give credit to.
3. There will also be printable certificates available for you to download at the end of the conference. Please be sure to attend our last session to find out more!

Without these items we are not properly able to credit you for this course.

SESSION OBJECTIVES

At the end of this session you will be able to:

- Identify new functionality in My Preferences
- Choose new reports for research/presentations
- Create bulk transactions in GL
- Explain available areas of help to your team



SANDY MCCLURE, CPA

Professional Services Manager AcctTwo

Background:

- Certified Public Accountant
- Public Accounting
- Industry and Non-Profit Accounting

Education:

- University of North Texas
- Bachelor and Master of Science in Accounting

Interests:

- Family
- Sports

MY PREFERENCES AND GENERAL LEDGER

MY PREFERENCES



VS



Preferences for External User

Personalize menu

Menu navigation

☒ Click

☐ Hover

MY PREFERENCES

Preferences for External User

∨ General preferences

Display option after posting a converted transaction

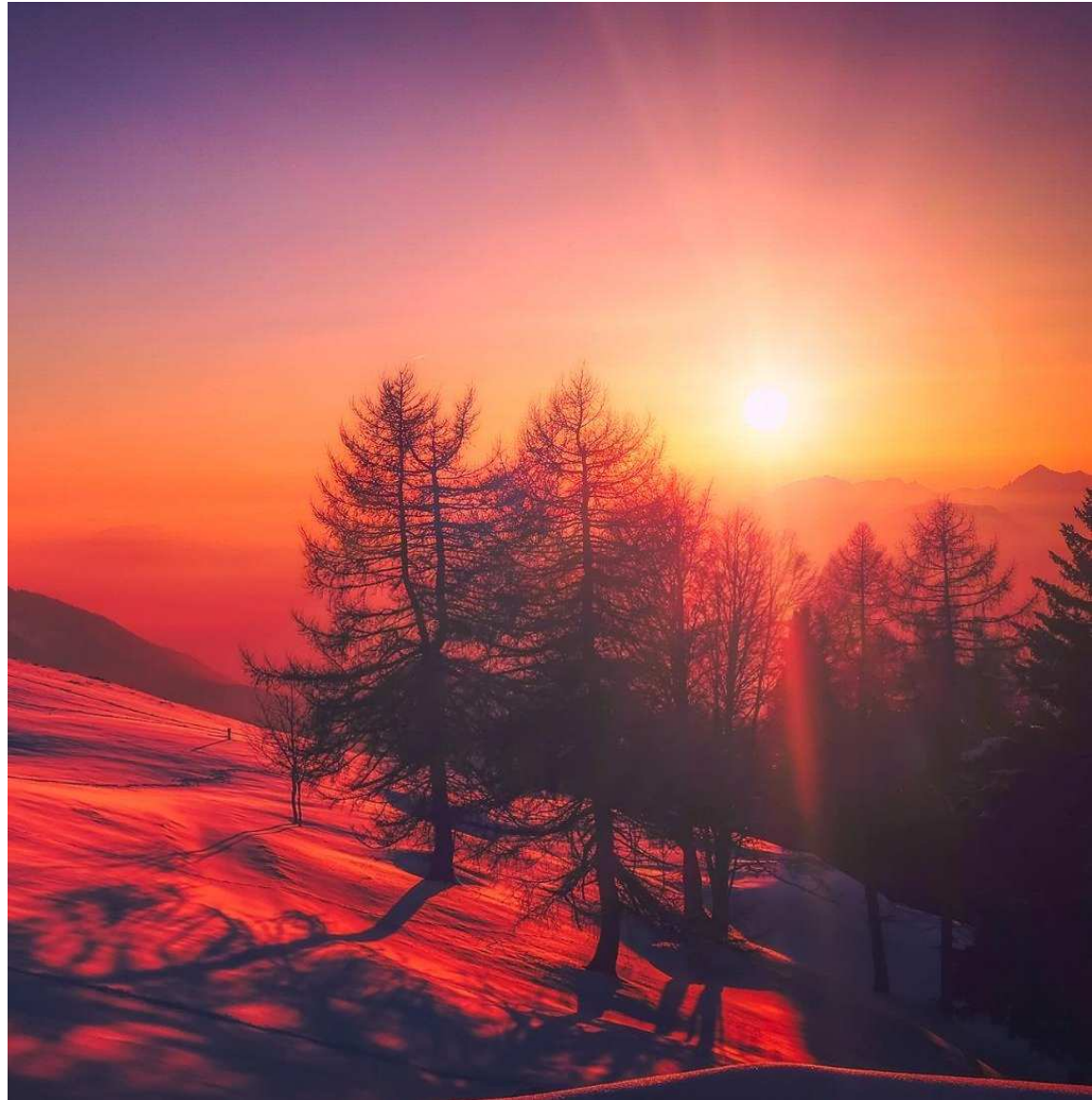
☐ List the converted from transactions

☒ List the converted to transactions

This will determine what list screen you land on after you approve.

GENERAL LEDGER

- Dimension Balances Report
 - Include User Defined Books
 - Exclude Inactive Accounts
 - Choice of Dimensions (ID, Name or ID and Name)
 - Cascaded or Side by Side
 - Can show subtotals
- General Ledger>General Ledger
 - Retain YTD balances
 - Show transaction number
 - Show net change
 - Show monthly/period totals
 - Include account on each line for CSV export



CONFIGURATIONS

- General Ledger
 - Ignore Closing Rules for Statistical Entries
- Accounts Payable
 - Enable AP Bill approval
- Purchasing
 - Allocations allowed per TD (Release 1 2020)

The screenshot displays a software interface for configuring a transaction. At the top, there is a navigation bar with a star icon, a home icon, and the text 'Purchasing'. Below this, the title 'Transaction Definition: PO Receiver' is shown. The main content area is titled 'Transaction posting' and contains the following options:

- ☒ Account Payable
- ☐ General Ledger
- ☐ Don't post
- ☐ Enable additional posting ?
- ☒ Enable allocations

DIMENSION BALANCES - CASCADED

Dimension Balances Report			
Account/Location Name/Department Name/Fund Name	Opening Balance(USD)	Period Balance(USD)	Closing Balance(USD)
1000--Church Cash			
Church			
No Department Name			
Unrestricted	1,372,949.93	0.00	1,372,949.93
No Fund Name	10,998,200.00	0.00	10,998,200.00
LGC			
Facilities			
Without Donor Restrictions	10.00	0.00	10.00
No Department Name			
Unrestricted	(1,133,677.58)	0.00	(1,133,677.58)
No Fund Name	0.00	46,759.00	46,759.00
1005--Savings Account			
LGC			
No Department Name			
Unrestricted	60,340.22	0.00	60,340.22
1010--Petty Cash			
LGC			
Facilities			
Without Donor Restrictions	(10,000,010.00)	0.00	(10,000,010.00)

DIMENSION BALANCES – SIDE BY SIDE

Dimension Balances Report

Customize

View

Print

Account	Location Name	Department Name	Fund Name	Opening Balance(USD)	Period Balance(USD)	Closing Balance(USD)		
1000--Church Cash	Church		Unrestricted	1,372,949.93	0.00	1,372,949.93		
1000--Church Cash	Church			10,998,200.00	0.00	10,998,200.00		
1000--Church Cash	LGC	Facilities	Without Donor Restrictions	10.00	0.00	10.00		
1000--Church Cash	LGC		Unrestricted	(1,133,677.58)	0.00	(1,133,677.58)		
1000--Church Cash	LGC			0.00	46,759.00	46,759.00		
1005--Savings Account	LGC		Unrestricted	60,340.22	0.00	60,340.22		
1010--Petty Cash	LGC	Facilities	Without Donor Restrictions	(10,000,010.00)	0.00	(10,000,010.00)		
1015--Org Cash	LGC	Business Office	Unrestricted	(2,500.00)	(6,450.00)	(8,950.00)		
1015--Org Cash	LGC	Business Office	Without Donor Restrictions	(150.00)	0.00	(150.00)		
1015--Org Cash	LGC	Facilities	Unrestricted	(147.00)	0.00	(147.00)		
1015--Org Cash	LGC	Facilities		(700.00)	0.00	(700.00)		

GENERAL LEDGER>GENERAL LEDGER

General Ledger Report

[Customize](#)
[View](#)
[Print](#)
[Process & store](#)
[Email](#)
[Add to dashboard](#)

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Location	Project Name	Fund	Vendor Name	Txn No	JNL	Debit	Credit	Balance
2000 - Accounts Payable (Balance Forward As of 12/01/2018)													(166,564.53)
12/11/2018	12/11/2018	121118	Bill - Dallas Attorneys: Nov fees	1100	L100		1100	Dallas Attorneys	16	APJA		1,250.00	(167,814.53)
12/18/2018	12/18/2018	5	AP Pymt - Dallas Attorneys	1100	L100		1100	Dallas Attorneys	13	CDJ	1,250.00		(166,564.53)
12/18/2018	12/18/2018		- Church: Inter-Entity Payable Due To - Org	1100	L100		1100	Dallas Attorneys	16	CDJ		1,250.00	(167,814.53)
12/31/2018	12/31/2018	4	AP Pymt - Dallas Attorneys: Dec Fees	1100	L100		1100	Dallas Attorneys	12	CDJ	5,200.00		(162,614.53)
12/31/2018	12/31/2018	1234	Bill - Office Rental Co: Office equipment rental	1100	L200		1100	Office Rental Co	17	APJA		89.11	(162,703.64)
12/31/2018	12/31/2018	123118	Bill - Dallas Attorneys: Dec Fees	1100	L100		1100	Dallas Attorneys	17	APJA		5,200.00	(167,903.64)
12/31/2018	12/31/2018	12312018	Bill - ABC Materials Supplier: Year end supplies	1100	L110		1100	ABC Materials Supplier	17	APJA		225.00	(168,128.64)
12/31/2018	12/31/2018		- Church: Inter-Entity Payable Due To - Org	1100	L100		1100	Dallas Attorneys	15	CDJ		5,200.00	(173,328.64)
December Totals for 2000 Accounts Payable											6,450.00	13,214.11	
Totals for 2000 - Accounts Payable											6,450.00	13,214.11	(173,328.64)
Net Change for 2000 - Accounts Payable													(6,764.11)
7190 - Legal and Accounting (Balance Forward As of 12/01/2018)													14,126.59
12/11/2018	12/11/2018	121118	Bill - Dallas Attorneys: Nov fees	1100	L100		1100	Dallas Attorneys	16	APJA	1,250.00		15,376.59
12/31/2018	12/31/2018	123118	Bill - Dallas Attorneys: Dec Fees	1100	L100		1100	Dallas Attorneys	17	APJA	5,200.00		20,576.59
December Totals for 7190 Legal and Accounting											6,450.00	0.00	
Totals for 7190 - Legal and Accounting											6,450.00	0.00	20,576.59
Net Change for 7190 - Legal and Accounting													6,450.00
Grand Total											12,900.00	13,214.11	(152,752.05)

INCLUDE ACCOUNT BY LINE ON CSV EXPORT

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1		Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Location	Project Name	Fund	Vendor Name	Txn No	JNL	Debit	Credit	Balance	
2	7190	7190 - Legal and Accounting (Balance Forward As of 12/01/2018)													14126.59	
3	7190	12/11/2018 12/11/2018 121118			Bill - Dallas Attorneys: Nov fees	1100	L100		1100	Dallas Attorneys	16	APJA	1250		15376.59	
4	7190	12/11/2018 12/11/2018 121118			Bill - Dallas Attorneys: Nov fees	1500	L100		1100	Dallas Attorneys	16	APJA	1250		16626.59	
5	7190	12/31/2018 12/31/2018 123118			Bill - Dallas Attorneys: Dec Fees	1100	L100		1100	Dallas Attorneys	17	APJA	5200		21826.59	
6	7190	Totals for 7190 - Legal and Accounting											7700	0	21826.59	
7	7190	Net Change for 7190 - Legal and Accounting													7700	
8	9100	9100 - Labor Cost Offset (Balance Forward As of 12/01/2018)													0	

	A	B
1		Posted Dt.
2	7190	7190 - Legal and Accounting (Balance Forward As of 12/01/2018)
3	7190	
4	7190	
5	7190	
6	7190	Totals for 7190 - Legal and Accounting
7	7190	Net Change for 7190 - Legal and Accounting
8	9100	9100 - Labor Cost Offset (Balance Forward As of 12/01/2018)
9	9100	Totals for 9100 - Labor Cost Offset

DEMO TIME



NATIVE SAGE INTACCT ALLOCATIONS

- Allows for Allocation by:
 - Percentage (must equal 100%)
- Allows for Allocation by:
 - Percentage (must equal 100%)
 - Exact Amount – Absolute
 - Use when the amount is always the same
 - Fixed Amount with over/under Logic (newer option)
 - Fixed amounts with remaining to different dimensions
- Dimensions are no longer locked if not chosen on the allocation

BULK ACTIONS FOR JOURNAL ENTRIES

- Action:
 - Copy
 - Post
 - Reverse
- Use Cases:
 - Copy to UDB for “test” or “what if scenarios”
 - Post multiple drafted entries at the same time
 - Copy across Books/pick your journal



RE-OPEN BANK REC

- Release 1 2020
 - On Bank - new



DEMO TIME



CHARGE PAYOFF CUSTOMIZATION

- Totals
- Sorting
- Filtering
- Vendors

Created by AcctTwo Technical Services



DEMO TIME



MISCELLANEOUS

- Smart Event Job Log
- Account Group Purposes
- Help screens
- Ideas on Community
- AcctTwo Community



QUESTIONS??

THANK YOU!!

