




Year End Workshop

2015

Presenters

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Year End Workshop - 2015

About This Workshop


Topics

- Year End Procedures and Checklists
- Year End Process Overview
- Modernizing Financial Reports
- New Version X3 Enhancements

Objective

This year end Workshop provides an overall review of the configuration in Sage X3 that affects year end closing as well as the standard steps for completing a year end closing. At the completion of this Workshop our goal is that you will:

- Develop a better understanding of the year end functions in X3
- Have knowledge and checklists to close the year end in your X3 system
- Understand new financial features offered in the latest X3 releases




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Workshop Schedule – Pacific Time Zone

9:00 am to 1:00 pm

10:00 am PST	Introduction, Order of Closing Modules, Closing Recommendations
10:15 am PST	Review Setup and Configuration
10:30 am PST	Year End Check Lists
11:00 am PST	Year End Functions and Closing
12:15 pm PST	Q&A
12:30 pm PST	X3 New Product Overview
1:00 pm PST	Nectari Features
1:30 pm PST	Nectari Excel Financial Overview
2:00 pm PST	Q&A – End of Workshop




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Workshop Schedule - Eastern Time Zone

12 Noon to 4:00 pm

1:00pm EST	Introduction, Order of Closing Modules, Closing Recommendations
1:15 pm EST	Review Setup and Configuration
1:30 pm EST	Year End Check Lists
2:00 pm EST	Year End Functions and Closing
3:15 pm EST	Q&A
3:30 pm EST	X3 New Product Overview
4:00 pm EST	Nectari Features
4:30 pm EST	Nectari Excel Financial Overview
5:00 pm EST	Q&A – End of Workshop



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Order of Application Closures


Distribution and Manufacturing

- Purchasing
- Sales
- Manufacturing
- Inventory

Finance

- Accounts Payable
- Accounts Receivable
- Bank and Cash
- General Ledger

If you are running modules not on this list (i.e. Fixed Assets) or a third party product, there may be special considerations involved in year-end closing. Please contact the SWK Help Desk or your SWK X3 Consultant for assistance.




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Closing Recommendations

Month-end and year-end are important milestones in your ERP system. The closing process is a point in time designated as a "cut-off" for reporting financial statements, operational results as well as regulated reporting such as sales and use tax.

Here are a few recommendations to help you be prepared for closing Sage X3.

- Schedule Ahead of Time
- Utilize Available Resources
- Review Setup
- 1099 Information



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Closing Recommendations – cont.

Schedule Ahead of Time

Scheduling your period end tasks is as important as performing them. This Workshop will provide you with some check lists to support your period end process. It will be important to review them and order the check list steps for your organization's needs. Putting these tasks into your calendar and assigning them to team resources will be important to ensure your period close is completed in a reasonable amount of time.

Utilize Available Resources

Coming to the Workshop is a great start to learning about the period end steps for Sage X3. In addition to the Workshop you can contact our SWK Help Desk (x3support@swktech.com) for specific questions or schedule an appointment with one of our consultants to assist with your period end business processes.



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Closing Recommendations – cont.

Review Setup

Options in Sage X3 will determine how your period end close is performed by the application. This Workshop will provide a list of the basic setup items to make note of. Other settings in your system may affect your period end close, including Sequence numbers for transactions. If you have questions about other settings not covered in this Workshop, please contact our SWK Help Desk (x3support@swktech.com).


1099 Information

Review your Supplier records early to make sure you have their 1099 information setup correctly on their records. Make a list of any Suppliers that weren't setup correctly during the year so you can review payments and invoices to manually edit their 1099 amounts.


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Note About Sage Versions:

- Most screens presented today are shown in Version 7/8
- A few screens will be shown in Version 6 (same as version 5)
- The download guide has screens presented for:
 - Version 6.5 and below
 - Version 7 and above
 - Processes are noted if different between versions


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Review Setup and Configuration

Account Classes [[Setup > Financials > Account Classes](#)]

Account classes must be setup correctly in the right category. They must also be assigned to the accounts correctly. This is important in determining whether or not to carry forward opening balances into a new year.

DEMO NASEEDV7 Folder

Account classes

N
L
T
H

Legislation ★

USA USA

PARAMETERS

9 Results Display: 25

	Code	Title	Category type	CFE	Default sign	Analytical sense
1	1	Assets	Normal	Yes	Debit	Expense
2	2	Liabilities and Capital	Normal	Yes	Credit	Expense
3	3	Revenue - Operating	Normal	No	Debit	Expense
4	4	Expenses - Operating	Normal	No	Debit	Expense
5	5	Revenue - Non Operating	Normal	No	Debit	Expense
6	6	Expenses - Non Operating	Normal	No	Debit	Expense
7	7	Expenses - Non Operating	Normal	No	Debit	Expense
8	8	Expenses - Non Operating	Normal	No	Debit	Expense
9	9	Unused	Exceptional	No	Debit	Expense
10						

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Review Setup and Configuration, cont.

Ledger [[Setup > Organizational structure > Ledgers](#)]

The ledger in X3 maintains the account balances. It also controls how the year end is processed. Choose between closing by the financial site or company accounting code level. Also choose if you want a closing document generated. SWK always recommends setting up the Ledger to close by Site and not Company when you have multiple financial sites.

Ledger
H < > H

LEDGER

Ledger *
NA Legal Ledger

IDENTIFICATION
Short description: NA Legal
Legislation: USA

TYPE OF ACCOUNTING
☒ General
☒ Budget
☒ Commitments
☒ Analytical

COA AND DIMENSION TYPES
Chart code: ENG
No. dim.: 8
Dimension type 1: 001
Dimension type 2: 002
Dimension type 3: 003
Dimension type 4: 004
Dimension type 5: 005
Dimension type 6: 006
Dimension type 7: 007
Dimension type 8: 008
Dimension type 9: 009

MANAGEMENT
☒ Balance
☒ Matching
☒ Storage of empty allocations
☒ Balance by site
☐ Dimensions required

FISCAL YEAR END
Generation type
☐ Site
☒ Company
☐ Closing document
☐ Close journal per account

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Review Setup and Configuration, cont.

Company [[Setup > Organizational structure > Companies](#)]

A "Main site" must be setup for each company in Sage X3. This field gets checked during closing operations. An appropriate value must be set here.

Companies
H < > H

Company *
NA10
NA Discrete
Short description: NADiscrete

General | Acct | Addresses | Bank ID number | Contacts | Others | Sites

GENERAL
☒ Legal company
Legislation: USA
Legal form: USA

INFORMATION
Registered capital: USD
Main site: NA011
Country: US
Company tax ID no.:
SIC code:
Unique identification number:
EU VAT no.:
Additional number:
Division code:
Federal state:

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Review Setup and Configuration, cont.

Closing Document [[Setup > Financials > Document Types](#)]

A closing document must be setup for X3 to perform year end. Even if you are not having X3 create a closing document.

Document types DEFAULT ▾

⏪ ⏩ ⏴ ⏵

Entry type * <input type="text" value="NEWPR"/>	Legislation <input type="text" value="USA"/>	
Title * <input type="text" value="New Period"/>	Short description * <input type="text" value="New Period"/>	Group <input type="text"/>
<div> <div>IDENTIFICATION</div> <div>ACCESSIBILITY</div> <div>CATEGORY</div> </div>		
<input type="checkbox"/> Manual numbers Default journal <input type="text" value="NEWPR"/>	<input checked="" type="checkbox"/> Active Access code <input type="text"/>	<input type="checkbox"/> Simulation journals <input checked="" type="checkbox"/> Actual journals
Sequence number <input type="text" value="NANew"/>	Valid from <input type="text"/>	<input type="checkbox"/> Template journals <input type="checkbox"/> Off-balance sht entries
EU tax counter <input type="text"/>	Valid to <input type="text"/>	Period <input type="text" value="Carry forward"/>

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Review Setup and Configuration, cont.

Closing Document Cont.

Document types cont. DEFAULT

AUTHORIZATION			MANAGEMENT																																		
<div> <div>10 Results</div> <div>Display: 10</div> </div> <table> <thead> <tr> <th></th> <th>Journal type</th> <th>Authorizations</th> </tr> </thead> <tbody> <tr><td>1</td><td>Sales</td><td>No</td></tr> <tr><td>2</td><td>Purchasing</td><td>No</td></tr> <tr><td>3</td><td>Treasury</td><td>No</td></tr> <tr><td>4</td><td>Bob</td><td>No</td></tr> <tr><td>5</td><td>General Journal</td><td>No</td></tr> <tr><td>6</td><td>Misc. Operations 3</td><td>No</td></tr> <tr><td>7</td><td>Balance forward</td><td>Yes</td></tr> <tr><td>8</td><td>Misc. Operations 4</td><td>No</td></tr> <tr><td>9</td><td>Misc. Operations 5</td><td>No</td></tr> <tr><td>10</td><td>Misc. Operations 6</td><td>No</td></tr> </tbody> </table>				Journal type	Authorizations	1	Sales	No	2	Purchasing	No	3	Treasury	No	4	Bob	No	5	General Journal	No	6	Misc. Operations 3	No	7	Balance forward	Yes	8	Misc. Operations 4	No	9	Misc. Operations 5	No	10	Misc. Operations 6	No	<input type="checkbox"/> Reminders <input type="checkbox"/> Fees declaration <input type="checkbox"/> Tax on issue <input type="checkbox"/> Tax on payment <input type="checkbox"/> Temporary fiscal year <input type="checkbox"/> Open item management Payment method <input type="text"/>	
	Journal type	Authorizations																																			
1	Sales	No																																			
2	Purchasing	No																																			
3	Treasury	No																																			
4	Bob	No																																			
5	General Journal	No																																			
6	Misc. Operations 3	No																																			
7	Balance forward	Yes																																			
8	Misc. Operations 4	No																																			
9	Misc. Operations 5	No																																			
10	Misc. Operations 6	No																																			
			<input checked="" type="checkbox"/> Expense creation Rate type <input type="text" value="Daily Rate"/> Rate date <input type="text" value="Document Date"/> Open item type <input type="text" value="Others"/> <input type="checkbox"/> Service provisions <input type="checkbox"/> Treasury open items																																		

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Review Setup and Configuration, cont.

Journal Code [[Common Data > G/L Accounting tables > General > Journal Codes](#)]

A journal code is assigned to the closing document and must be setup and active for X3 to perform year end. Even if you are not having X3 create a closing document. The journal code is usually called NEWPR (new period).

Demonstration NASEEDV7 Folder
DEFAULT ▾

Journal codes

Journal * NEWPR Legislation USA
Title * New Period Short description * New Period Company/site/group

General

IDENTIFICATION

Type Balance forward Bollato sequence No. Access code

☒ Active

MANAGEMENT

Chart of accounts	Treasury account	Title
1		

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Review Setup and Configuration, cont.

Sequence Numbers [[Setup > General Parameters > Sequence Numb...> Structures](#)]

A sequence number is assigned to the closing document type and must be setup and active for X3 to perform year end. Even if you are not having X3 create a closing document. The sequence number is usually called NEWPR (new period).

Demonstration NASEEDV7 Folder
DEFAULT ▾

Sequence number definition

Sequence number * Title New Period Journal

DEFINITION LEVEL

Definition level
☒ Folder
☐ Company
☐ Site

RTZ LEVEL

RTZ level
☒ No RTZ
☐ Annual
☐ Monthly
☐ Fiscal year
☐ Period

TYPE

Type
☒ Alphabetic
☐ Numeric

COMPONENTS

Component type	Length	Formula
1 Constant	2	NP
2 Sequence number	6	
3		


Sequence type
☒ Normal ☐ Database sequence
☐ Grouped

Table #
 No. of numerals

MISCELLANEOUS

☐ Chronological control Length 6 ☐ Reset to zero Legislation USA

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Year End Processing Steps

Closing Phases
The closing steps we recommend are broken out into phases.

Closing Phases	Description
Data Entry & Reporting	All transactions should be entered in the system for the period. Once transactions are entered for the period, run reports for the module to review completeness and accuracy.
Post Data	After all transactions are entered and reviewed, post and validate the transactions. This will move the transactions to the General Ledger.
Functions	Some application functions need to be run to process data and complete posting of data for the period.
Review Steps	After all data is validated, posted and processed in the modules, run your internal review steps to analyze the data.
GL Finalization	Enter transactions and run functions in the general ledger to finalize journal entries and account balances.
GL Reporting	Run your general ledger, financials and the X3 pre-closing reports.
Closing	Close the period, run the year end procedures.

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Year End Processing Steps cont.

Year End Check Lists - Summary

Period Closing Checklist
Sage X3

Closing Phase	SALES		PURCHASING		STOCK/MFG		FINANCE	
	Application	Step	Application	Step	Application	Step	Application	Step
Data Entry & Reporting	SALES	Orders	PURCH	Orders	STOCK	Inter Site Entries	A/R	Customer BP Invoices
	SALES	Delivery / Shipments	PURCH	Receipts	STOCK	Daily Cycle Counts / Adjustments	A/P	Supplier BP Invoices
	SALES	Invoices	PURCH	Invoices	WIP	Production Tracking Completed	A/R	Cash Receipts / Bank Transactions
	SALES	Returns/RMA	PURCH	Returns	WIP	Indirect References (Non Production Time)	A/P	Payments / Bank Transactions
	SALES	Credit Memo's	PURCH	Credit Memo's	WIP	WO Completed	G/L	Daily/Period Journal Entries
	SALES	Ship Not Invoiced Reconciliation			WIP	WO Closed & Costed		
	SALES	Monthly Returns Credit Report						
	SALES	Shipments/Delivery Not Validated						
	SALES	Monthly Sales Ledger Report						
Data Postings	SALES	Delivery/Shipments Validations	PURCH	Purchase Invoices & CM Validation	STOCK	Stock Accounting Interface	A/P	Bank Posting
	SALES	Sales Invoices & CM Validation	PURCH	Return Validation	WIP	In Process Posting/WIP Cost Finalization	A/R	Customer BP Invoices
							A/P	Supplier BP Invoices
							G/L	Daily/Period Journal Entries
							G/L	Reversals (from Prior Period)
							G/L	Recurring Entries
Functions			PURCH	RNI Reconciliation	STOCK	Physical Counts	G/L	Receipts Not Invoiced Exp Accrual
					STOCK	Stock Accounting Interface	G/L	Allocations
					STOCK	Inventory Valuation Report	G/L	Bank Reconciliation
					WIP	In Process Posting/WIP Cost Finalization	G/L	Open Next Period
					WIP	WIP Valuation Report		
Review Steps	SALES	Review Open Sales Quotes	PURCH	Review Open Purchase Orders			G/L	Generate Financial Reports
	SALES	Review Open Sales Orders	PURCH	Review Open Purchase Requests			G/L	RNI & Other Reconciliations
Finalization & Closing	SALES	Close Obsolete Orders	PURCH	Close Obsolete Orders	STOCK	Close Stock Period	G/L	Journal Finalizations
							G/L	PreClosing Verification
							G/L	Year End Simulation
							G/L	Period Close
							G/L	Next Period Open

Year End Processing Steps cont.

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Year End Check Lists - Sales

Period Closing Checklist

Sage X3

Phase	SALES					
	Application	Step	Owner	Function	Menu Path	Descriptions / Comments
Data Entry & Reporting	SALES	Orders	SALES	GESSOH	Sales > Orders > Orders	
	SALES	Delivery / Shipments	SALES	GESSDH	Sales > Deliveries > Deliveries	
	SALES	Invoices	SALES	GESSIH	Sales > Invoices > Invoices	
	SALES	Returns/RMA	SALES	GESSRH	Sales > Returns > Customer returns	
	SALES	Credit Memo's	SALES	GESSIH	Sales > Invoices > Invoices	
	SALES	Ship Not Invoiced Reconciliation	SALES	EXEALH	Reports > Queries :	NAVEN039 : Shipments Not Invoiced
	SALES	Monthly Returns Credit Report	SALES	EXEALH	Reports > Queries :	VEND044 : Returns that need credit memo.
	SALES	Shipment/Delivery Not Validated	SALES	EXEALH	Reports > Queries :	ZCPT009 : IFP Deliveries not Validated
	SALES	Monthly Sales Ledger Report	SALES	AIMP	Reports > Reports :	SINVOICEE (summary) / SINVOICEEL (detail)
Data Postings	SALES	Delivery/Shipments Validations	SALES	FUNCFMDLV	Sales > Deliveries > Deliveries Validation	
	SALES	Sales Invoices & CM Validation	SALES	FUNCFMINV	Sales > Invoices > Invoices Validation	
Functions						
Review Steps	SALES	Review Open Sales Quotes	SALES			Choose appropriate reports or queries
	SALES	Review Open Sales Orders	SALES			Choose appropriate reports or queries
Finalization & Closing	SALES	Close Obsolete Orders	SALES	GESSOH	Sales > Orders > Orders	Close Obsolete Orders or their Lines in the Sales Order Screen

Year End Processing Steps cont.

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Year End Check Lists - Purchasing

Period Closing Checklist

Sage X3

Phase	PURCHASING					
	Application	Step	Owner	Function	Menu Path	Descriptions / Comments
Data Entry & Reporting	PURCH	Orders	Purchasing	GESPOH	Purchasing > Orders > Orders	
	PURCH	Receipts	Purchasing	GESTPTH2	Purchasing > Receipts > Receipts	
	PURCH	Returns	Purchasing	GESPIH	Purchasing > Invoices > Invoices	
	PURCH	Invoice & CM's	Purchasing	GESPIH	Purchasing > Returns > Return	
	PURCH	Monthly Returns Credit Report	Purchasing	EXEALH	Reports > Queries :	ACH027 : Returns that need credit memo
	PURCH	Purchase Invoice/CM Validation	Purchasing	FUNPIH	Purchasing > Invoices > Invoices Validation	
Data Postings	PURCH	Purchase Invoice/CM Validation	Purchasing	FUNPIH	Purchasing > Invoices > Invoices Validation	
	PURCH	Purchase Return Validation	Purchasing	FUNPNHTRT	Purchasing > Returns > Return Validation	
Functions	PURCH	RNI Matching	Purchasing		Choose Automatic or Manual Matching	
	PURCH	RNI Reconciliation	Accounting			Run the Report or Query appropriate for your version
	PURCH	Purchase Invoice/CM Validation	Accounting	FUNPIH	Purchasing > Invoices > Invoices Validation	
Review Steps	PURCH	Review Open Purchase Orders	Purchasing			Choose appropriate reports or queries
	PURCH	Review Open Purchase Requests	Purchasing			Choose appropriate reports or queries
Finalization & Closing	PURCH	Close Obsolete Orders	Purchasing			

Year End Processing Steps cont.

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Year End Check Lists – Inventory & Mfg

Period Closing Checklist

Sage X3

Phase	Application	Step	Owner	Function	Menu Path	Descriptions / Comments
Data Entry & Reporting	STOCK	Inter Site Entries	Inventory			
	STOCK	Daily Cycle Counts	Inventory	(various)	Stock > Counts	
	WIP	Production Tracking Completed	Manufacturing	GESMTK	Manufacturing > Production Tracking > Production Tracking	
	WIP	Indirect References (Non Production Time)	Manufacturing			Choose appropriate reports or queries
	WIP	WO Completed	Manufacturing	GESMTK	Manufacturing > Production Tracking > Production Tracking	
	WIP	WO Closed & Costed	Manufacturing	FUNMCLOSE	Manufacturing > Production Tracking > WO Close	
Data Postings	STOCK	Stock Accounting Interface	Inventory	FUNTKACC	Stock > Periodic Processing > Account. Interface	
	WIP	WIP Cost Finalization	Manufacturing	FUNWIPMFC	Costing > Production Costs > WIP Finalization	
	WIP	In Process Posting	Manufacturing	FUNWIPACC	Costs > WIP > In Process Posting	
Functions	STOCK	Physical Counts	Inventory			
	STOCK	Stock Accounting Interface	Accounting	FUNTKACC	Stock > Periodic Processing > Valuation > Account. Interface	
	STOCK	Inventory Valuation Report	Accounting	FUNSTVA	Stock > Periodic Processing > Valuation > Account. Interface	
	WIP	In Process Posting	Accounting	FUNWIPACC	Costs > WIP > In Process Posting	
	WIP	WIP Valuation Report	Accounting	ORDWIPVAL	Costs > WIP > WIP Valuation	
Review Steps						
Finalization & Closing	STOCK	Close Stock Period	Accounting	GESPER	Common Data > G/L Accounting Tables > Fiscal Periods	

Year End Processing Steps cont.

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Year End Check Lists – Financials

Period Closing Checklist

Sage X3

Phase	Application	Step	Owner	Function	Menu Path	Descriptions / Comments
Data Entry & Reporting	A/R	Customer BP Invoices	Accounting	GESBIC	A/P - A/R Accounting > Invoicing > Customer BP Invoices	
	A/P	Supplier BP Invoices	Accounting	GESBIS	A/P - A/R Accounting > Invoicing > Supplier BP Invoices	
	A/R	Cash Receipts / Bank Transactions	Accounting	GESPAY	A/P - A/R Accounting > Payments > Payment Receipt Entry	REC - Transaction Screens
	A/P	Payments / Bank Transactions	Accounting	GESPAY	A/P - A/R Accounting > Payments > Payment Receipt Entry	PAY - Transaction Screens
	G/L	Daily/Period Journal Entries	Accounting	GESGAS	Financials > Journals > Journal Entry	
Post Data	A/P	Bank Posting	Accounting	REMBAN	A/P - A/R Accounting > Payments > Bank Posting	
	A/R	Customer BP Invoices - Validation	Accounting	BPCVAL	A/P - A/R Accounting > Invoicing > Validate Customer BP Invoices	
	A/P	Supplier BP Invoices - Validation	Accounting	BPSVAL	A/P - A/R Accounting > Invoicing > Validate Supplier BP Invoices	
	G/L	Daily/Period Journal Entries	Accounting	GESGAS	Financials > Journals > Journal Entry	
	G/L	Reversals (From Prior Period)	Accounting	CPTXT	Financials > Current Processing > Reversals	
ME End Entry & Functions	G/L	Recurring Entries	Accounting	VALAST	Financials > Current Processing > Recurring Entries	
	G/L	Receipts Not Invoiced Exp Accrual	Accounting	FUNPTH	Financials > Closing Processings > Invoice Receivable	
	G/L	Allocations	Accounting	GESGAS	Financials > Journals > Journal Entry	
	G/L	Bank Reconciliation	Accounting	BANREC	A/P - A/R Accounting > Reconciliation > Bank Reconciliation	
	G/L	Open Next Period	Accounting	GESPER	Common Data > G/L Accounting Tables > Fiscal Periods	
Review Steps		Generate Financial Reports RNI & Other Reconciliations				
Finalization & Closing	G/L	Journal Finalizations	Accounting	CPTVAL	Financials > Current Processing > Final Validation	
	G/L	Pre-closing Verification	Accounting	ANMP	Reports > Prints/Groups > Financials > Financial Accounting	CLOPER - Pre-Closing Verification Report
	G/L	Year End Simulation	Accounting	SMULFINEX	Financials > Utilities > Closing > Year end simulation	
	G/L	Period Close	Accounting	GESPER	Common Data > G/L Accounting Tables > Fiscal Periods	
	G/L	Next Period Open	Accounting	GESPER	Common Data > G/L Accounting Tables > Fiscal Periods	

Year End Processing Steps cont.

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Year End Expense Accruals

In this workshop will review the Invoices Receivable function in X3 that will can calculate expense accruals for purchase receipts of non-managed items that have not yet been invoiced. It is important to note that this review covers non-managed (direct expensed) receipt lines.

Requirements

- Product Records
 - Purchase orders are entered for product records that are marked as “Non Managed”
 - We recommend the product record has the “Received product” box flagged
- Supplier Records
 - The supplier accounting code must have the RNI account setup on the accounting code

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Expense Accruals cont.

Process

- The account number for the non-managed item on each PO line is debited when the expense accrual is processed in the General Ledger.
- The quantity multiplied against the unit price on each PO line is calculated as the Received Qty – Invoiced Qty
- The receipt date is analyzed during the accrual process to determine the period to post the accrual to

Supporting Queries

- Query ACH033 “Receipts not invoiced” and ACH040 “Receipt Lines not Invoiced” can be run before the accrual process to report what would be accrued.

Year End Processing Steps cont.

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Year End Expense Accruals cont.

ACH033 "Receipts not invoiced"

Receipts not Invoiced

Code	ACH033	Receipts not Invoiced	Time	2	Level	2/2
Last generation	01/13/16	ERPUS	Lines	100		
100 Results Display: 5 1 2 3 4 5 6 ... 21						
Rec...	Receipt no.	Receipt date	Supplier	Company Name	Invoiced	Number
11	AU012 RECAU0120011	11/30/13	AU053	Pacific Supplies	No	1
12	AU012 RECAU0120012	12/31/13	AU054	Macquarie Industrial	No	1
13	DE012 RECDE0120003	03/26/14	DE053	Mifa Fahrrad AG	No	1
14	DE012 RECDE0120004	01/10/13	DE053	Mifa Fahrrad AG	Partly	1
15	DE012 RECDE0120012	08/10/13	DE053	Mifa Fahrrad AG	Partly	1

Close page

New

Code

Search

Criteria

Level +

Level -

Export

Utilities

Help

Year End Processing Steps cont.

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Year End Expense Accruals cont.

ACH040 "Receipt Lines not Invoiced"

Receipt Lines not Invoiced

Code

ACH040

Receipt Lines not Invoiced

Time

7

Level

3/3

Last generation

01/13/16

ERPUS

Lines

481

100 Results

Display: 5

1

9

10

11

12

...

21

	Rec...	Billing supp.	Company Name	Receipt no.	Line	Receipt date	Invoiced...	Product	Description	PUR quantity	Un...	Net price	Cu...	Tax excl...	Tax incl...	
36		AU012	AU053	Pacific Supplies	RECAU0120011	6 000	11/30/13	No	BMS028	28" tire - Mountain	35	UN	25.6500	AUD	897.75	967.53
37		AU012	AU054	Macquarie Industrial	RECAU0120004	1 000	04/24/13	No	BMS003	7 Sprockets	10	UN	2.8900	AUD	28.9	31.79
38		AU012	AU054	Macquarie Industrial	RECAU0120004	2 000	04/24/13	No	BMS009	3 Chainwheels	10	UN	4.6200	AUD	46.2	50.82
39		AU012	AU054	Macquarie Industrial	RECAU0120004	3 000	04/24/13	No	BMS015	20" radius rim - Mountain	60	UN	12.4000	AUD	744	818.4
40		AU012	AU054	Macquarie Industrial	RECAU0120004	4 000	04/24/13	No	BMS016	28" radius rim - Mountain	30	UN	15.8000	AUD	474	521.4

<

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Demonstration / NASEEDV7 Folder

Close page

New

Code

Search

Criteria

Level +

Level -

Export

Utilities

Help

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Expense Accruals cont.

Invoices Receivable

[Financials > Closing processings > Invoices receivable]

Invoices receivable

CRITERIA

☐ All companies Company: NA10 Legislation: * USA

☒ All sites Site: N/A Discrete

Starting supplier: Ending supplier: Until: 12/31/15

GENERATION

Generation type: ☒ Actual Entry status: ☒ Temporary Products to be processed: ☐ Products managed in stock

☐ Active simulation ☐ Final ☒ Products not managed

☐ Inactive simulation ☐ All products

Entry type: * GENSM Journal: * GENSM Entry date: 12/31/15 Reversal date: 02/01/16

General Simulation General Journal Simulations

☒ Log file

DEFAULT

New

OK

Close page

Memo

Recall

Delete memo

Utilities

Help

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Expense Accruals cont.

Sample Invoice Receivable Log File

Thursday 23 January 2015 (ADMIN) System Administrator NATRAMVE [Log Reading F1323]

File Edit Window Navigation Windows ? Options

Financials > Closing processings > Invoices receivable

01/23/14 19:38:46 (ADMIN) Accruals			
5	Criteria		
6	All companies	: X Company	:
7	All sites	: X Site	:
8	Starting supplier	:	
9	Ending supplier	:	
10	Until	: 06/31/11	
11			
12	Generation		
13	Generation type	: Actual	Entry status : Temporary
14	Entry type	: GENA7 General Adjustment	
15	Journal	: PURCH Purchasing	
16	Entry date	: 05/31/11	
17	Reversal date	: 06/01/11	
18	Log file	: X	
19			
20	Products to be processed Products not managed		
21			
22			
23	Company 020	Site D22	
24	Supplier S2312	Sherwin-Williams	USD
25	Invoice to Receive : GEN000009 Create reverse : GEN000010		
26	Receipt REC000092	Product GEN	USD 500.00 Ex tax
27			
28	Company 020	USD *****500.00 Ex tax *****500.00 Tax incl.	
29	Site D22	USD 500.00 Ex tax 500.00 Tax incl.	
30			

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Expense Accruals cont.

Sample Accrual G/L Entry

Financials > Journals > Journal entry

Site: D22	Distrib	Date: 05/31/11
Entry type: GENAJ	Gen Adjustmt	Journal: PURCH
Number: GEN000009		Transaction: NA1PG

Category: Actual	Default open item: 05/31/11
Status: Temporary	Reference: Accrual S2312
Source document: Accrual S2312	Reversal: Reversed
Document date:	Reversal date: 06/01/11
Rate type: Daily Rate	Description by def...: Accruals S2312
Currency: USD	

	Site	Coll	Legal	BP	Debit	Credit	Description	T
1	D22		20210			500.00	Receipt no. REC000092	
2	D22		70900		500.00		Receipt no. REC000092	
3								

Total debit	500.00	USD
Total credit	500.00	USD
Balance		

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Expense Accruals cont.

Sample Reversing G/L Entry

Financials > Journals > Journal entry

Site: D22	Distrib	Date: 06/01/11
Entry type: GENAJ	Gen Adjustmt	Journal: PURCH
Number: GEN000010		Transaction: NA1PG

Category: Actual	Default open item: 06/01/11
Status: Temporary	Reference: Accrual S2312
Source document: Accrual S2312	Reversal: No
Document date:	Reversal date:
Rate type: Daily Rate	Description by def...: GENAJ GEN000009 reversed
Currency: USD	

	Site	Coll	Legal	BP	Debit	Credit	Description	T
1	D22		20210		500.00		Receipt no. REC000092	
2	D22		70900			500.00	Receipt no. REC000092	
3								

Total debit	500.00	USD
Total credit	500.00	USD
Balance		

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Reconciliations

The year-end process involves reconciling many GL accounts including Cash, Inventory, Receivables, Payables, Receipts Not Invoiced (RNI) and other.

In this workshop we are going to discuss the concept for the RNI account reconciliation as an example of the matching feature in X3 that can support various account reconciliations. If you need a review of procedures to reconcile another account, reach out to the SWK Help Desk or your SWK X3 Consultant.

RNI Account

- The Received Not Invoiced (RNI) account is a liability clearing account that represents the value of the inventory that has been received but not yet invoiced. It is updated at time of receiving and invoicing. In order to verify that the RNI account balance is correct, the RNI account transactions need to be reconciled with the purchase order module. This is done by reviewing receipts that have not been invoiced and any variances between the receipt and the invoice.

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Reconciliations cont.

Depending on your version of X3, you might have different reports or queries to view the unmatched receipt values at period end. These display the amounts you use to reconcile the RNI account.

- RNI Report is used when using Version 6 Patch 15 and below
- Queries are used when using version 6 Patch 16 and above (Including Version 7)

RNI Matching

There are two ways to match the RNI account:

- Automatic Matching**
 - The automatic matching utility can be run at the period end to match up receipts to invoices. It can also be executed daily, weekly, or as needed during the month.
 - Automatic Matching looks at journal transactions created by receipts and invoices and matches them based on the description field (receipt/document number).
- Manual Matching**
 - Manual Matching may also be used to specifically match receipts to invoices through a user managed and manual process.

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Reconciliations cont.

Accounts Inquiry

[Financials > Inquiries > Accounts]

Any unmatched and matched account transactions can be viewed in the Accounts Inquiry screen. The criteria button has an option to select matched or unmatched.

Additional Applications

The process and functions in X3 used to reconcile the RNI account can be used across other accounts. For example, freight charged to a customer that is matched to the freight bill from the supplier. By using the matching control available on the GL accounts, X3 can support other reconciliations that you may be performing manually outside of the system.

Contact your SWK X3 Consultant if you would like more information about this functionality.

Year End Processing Steps cont.

Year End Workshop - 2015



Close and Manage Periods

Use the Fiscal periods (GESPER) function to close a fiscal period.

[Common Data > G/L Accounting Tables > Fiscal Periods]

Accounting period

Company: AU10 Ledger type: Legal Fiscal year: 2 PY2014

Fiscal year start: 01/01/14 Fiscal year end: 12/31/14 Fiscal year status: Open

DETAILS

	Period start	Period end	Period status	Stock status	Closing date
1	01/01/2014	01/31/2014	Open	Open	
2	02/01/2014	02/29/2014	Open	Open	
3	03/01/2014	03/31/2014	Open	Open	
4	04/01/2014	04/30/2014	Open	Open	
5	05/01/2014	05/31/2014	Open	Open	
6	06/01/2014	06/30/2014	Open	Open	
7	07/01/2014	07/31/2014	Open	Open	
8	08/01/2014	08/31/2014	Open	Open	
9	09/01/2014	09/30/2014	Open	Open	
10	10/01/2014	10/31/2014	Open	Open	
11	11/01/2014	11/30/2014	Open	Open	
12	12/01/2014	12/31/2014	Open	Open	

Close page

New Save Create Delete Cancel Opening Closing

Selection Utilities Help

Year End Processing Steps cont.

Year End Workshop - 2015



Close and Manage Periods cont.

Period Status

There are two columns in Fiscal periods that show the status of any period.

- **Period status.** This column specifies whether the period is open or closed.
 - To open a period, click **Opening** in the Actions panel.
 - You can open one period or multiple periods, up to a maximum of 20 periods.
 - You can open periods only within an open fiscal year.
- **Stock status.** This column specifies if the period is open to any stock movement. Stock movements include such transactions as adjustments, receipts, and shipments. The statuses available are:
 - **Open.** You can post inventory to the period.
 - **Balance adjustment.** The period is open only to stock adjustment transactions.
 - **Closed.** The period is closed to stock adjustments. An error message appears if you try to post to a prior closed period.

Year End Processing Steps cont.

Year End Workshop - 2015



Close and Manage Periods cont.

Opening and Closing Buttons

Use the Opening button to activate future periods. Use the Closing button to close the period.

Note: The stock status column has a drop down box to open or close period for stock movements.

To close the last period of a year

1. Ask all users to log out of Sage ERP X3.
2. Open **Common data >G/L accounting tables > Fiscal periods (GESPER).**
3. Expand the **Company** in the left list and expand "Legal" to display the years.
4. Select the **Fiscal year** in the left list with the period you want to close.
5. Choose the **Closing option (button) on the right side.**
6. Mark the period to close the click **OK.**

When closing the last period of a fiscal year, a warning message appears alerting you that this is the last period. After running the process, a log file appears that summarizes the operations completed during processing.

Year End Processing Steps cont.

Year End Workshop - 2015



Close and Manage Periods cont.

Checks Performed on Last Period

When closing the last period of a fiscal year, a warning message appears alerting you that this is the last period. Sage ERP X3 checks the following information when closing the last period.

- Verifies that the general ledger is balanced.
- Verifies that accruals and reversals have been generated.
- Verifies the analytical accounts.
- Verifies that the depreciation expense has been generated if using Fixed Assets.

Procedural Notes

Periods are closed for a specific company, ledger type, and fiscal year.

- You can close more than one period at a time.
- You must close all periods to close the fiscal year.
- After closing a period, you cannot create, modify, or delete journal entries in that period.
- You cannot close a period in the Fiscal periods (GESPER) function. However, you can reopen a closed period in the Fiscal year management (GESFIY) function.

After you close a period, a log file appears and confirms that the period was closed successfully. If the period was not closed successfully, a list displays the items you need to process before the period can be closed.

Year End Processing Steps cont.

Year End Workshop - 2015



Reopening Closed Periods

Use the Re-open period (OPNPER) function to reopen a closed period. Once you are finished posting your general ledger entries, you can run period end to the period again.

[Financials > Utilities > Closing > Re-open Period]

To reopen a closed fiscal period:

1. Open **Financials > Utilities > Closing > Re-open period (OPNPER)**.
2. In the **Company** field, specify the company.
3. In the **Ledger type** field, select the ledger. It should default automatically.
4. Mark the **Period Y/N** column to open the period.
5. Click **OK**.

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Simulation

Use the Year end simulation (SIMULFINEX) function to move the ending balances on the Trial balance report (NA-TRLBAL) forward without creating the closing journal entries or permanently closing the fiscal year.

[Financials > Utilities > Closing > Year end simulation]

Year end simulation

DEFAULT

Ledger
Legal

CRITERIA

☐ All companies

Company * NA10
Legislation * USA

Fiscal year Start End
2 01/01/14 12/31/14

SELECTION

☒ General balance ☒ Analytical balance

New
OK
Close page
Utilities
Help

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Simulation cont.

Run this simulation when the previous fiscal year must remain open for a period of time in the current year. By simulating the close, you ensure that monthly statements and the trial balance for the New Year include the correct opening balances. This will maintain the carry forward balances until you are ready to close the previous fiscal year.

- There are no journals created nor is the fiscal year closed, but it will roll the balances forward for any asset or liability accounts.
- If this process is not run, account balances are not carried forward to the New Year and are not reflected on the Trial balance report.

Note the following considerations:

- You can close the year for one company or multiple companies simultaneously, but the simulation can only be run for one company at a time.
- Only one user should be logged into the system to run the simulation. This is same as Year End Close.

Year End Processing Steps cont.

Year End Workshop - 2015



Year End Simulation cont.

To simulate year-end close:

1. Ask all users to log out of Sage ERP X3.
2. Verify that the Accounting task is not running.
3. Open **Financials > Utilities > Closing > Year end simulation (SIMULFINEX)**.
4. In the **Ledger** field, select the ledger.
5. In the **Company** field, specify the company.
6. In the **Fiscal year** field, specify the new fiscal year.
7. Select the **General balance** and **Analytical balance** check boxes.
8. Click **OK**.

After running the process, a log file appears that lists the operations completed during processing.

Year End Processing Steps cont.

Year End Workshop - 2015



Pre-Closing Verification Report

Run the Pre-closing verification report (CLOPER) before performing the year-end close. This report lists items you need to address before you close the year.

To run the Pre-closing verification report:

1. Open **Reports > Prints/group > Financials > Financial accounting**.
2. In the General accounting screen, select **Pre-closing verification report (CLOPER)**.
3. Enter the company and specify the selection criteria.
4. Click **Print**.

Year End Processing Steps cont.

Year End Workshop - 2015



Pre-Closing Considerations

These are some common items that must be completed prior to closing the year. This summary list should be reviewed one last time before proceeding to close the last period and close the year.

- Set SUP General Parameter ENDDAT to 12/31/xx, where xx is a couple of years in the future.
- The next fiscal year must be opened prior to closing the current fiscal year.
- All Purchasing, Sales, Inventory and Manufacturing transactions should be entered.
- Inventory Accounting Interface and Cost In Process Posting functions should be executed.
- All Purchasing, Sales, A/P and A/R invoices must be validated.
- All receipts and payments must be validated (Batch Posting).

Year End Processing Steps cont.

Year End Workshop - 2015



Pre-Closing Considerations cont.

- All recurring journal entries must be generated and posted.
- Final Validation must be performed on all journals prior to closing. This is a batch function within G/L Accounting. This will turn all Temporary journals to Final. Also note that if the company is using Simulation journals, there may be other functions to execute prior to Final Validation such as changing the status of simulated journals to Actual journals.
- Price updates for the next year must be entered.
- Close all periods for Current Fiscal Year
- All users must be out of Sage ERP X3.

Note: There is a Pre-Closing verification report named *CLOPER* that should be run before the year-end close is attempted. This report will list out any open items that need to be addressed before a successful year-end close can be performed.

Year End Processing Steps cont.

Year End Workshop - 2015



Close Year

Use the Fiscal year end (FIYEND) function to close a company's fiscal year and generate the corresponding accounting entries.

[Financials > Closing processings > Fiscal year end]

Fiscal year end

DEFAULT

SELECTION

	Company	All ledgers	Ledger	New fiscal year	ANS document	ANS journal	Closing document	Closing journal
1	NA10	No	Legal	01/01/14	NEWPR	NEWPR		
2								

☒ Detailed log file ☐ Simulation

New
OK
Close page
Memo
Recall
Delete memo
Utilities
Help

Year End Processing Steps cont.

Year End Workshop - 2015



Close Year cont.

Reminders:

- All users should be out of X3 except the one performing the Year End close. This is because the Year End Process will shut down the Journal Status Monitor.
- Before you can close a fiscal year, you must close all periods for that year.
- After closing a fiscal year, you cannot post to that year or any periods within it.
- If configured for X3 to create a closing document, the log displays 2 journals with NEWNP document types.
 - The first entry closes out the current fiscal year (Rolls forward Balance Sheet account balances and posts the Net Income/Loss to the New Period Suspense account – ANOUVO).
 - The second entry clears out the New Period Suspense account and DR/CR the Retained Earnings account. In order to view the closing journals, the Journal Status Monitor must be restarted

Year End Processing Steps cont.

Year End Workshop - 2015



Close Year cont.

To close a fiscal year:

1. Ask all users to log out of Sage ERP X3.
2. Open **Financials > Closing processings > Fiscal year end (FIYEND)**.
3. In the **Company** field, specify the company.
4. In the **All ledgers** field, select No.
5. Enter the document type and the journal in which the new journals, documents, and invoices will be generated. This is normally **NEWPR** in both boxes.
6. The **Closing document** field is blank unless your X3 is configured to generate one.
7. Verify that the start date for the new fiscal year is correct.
8. Select the **Detailed log file** check box if not already selected.
9. Click **OK**.

After running the process, a log file appears that lists operations completed during processing. The log file displays two journals if a Closing document was generated.

Year End Processing Steps cont.

Year End Workshop - 2015



Close Year cont.

If your X3 generates closing documents, two *sample* closing journals are referenced below. These are only shown in the screen for version 6.5 and below:

The first entry closes the current fiscal year. It rolls forward balance sheet account balances and posts the net income/loss to the new Period suspense account.

Site	Call	Log / New USA	BP	Debit	Credit	Description	Tax
1	D12		9999		23,500.00	Suspense Account	
2	D12		10100	850.00		Opening Entry	
3	D12	AR	12100	5,000.00		Opening Entry	AR
4	D12		15100	48,350.00		Opening Entry	NT
5	D12	AP	20100		3,000.00	Opening Entry	
6	D12		32000		27,750.00	Opening Entry	
7							

Total debit: 54,200.00 £SD
Total credit: 54,200.00 £SD
Balance:

Year End Processing Steps cont.

Year End Workshop - 2015



Close Year cont.

If your X3 generates closing documents, two **sample** closing journals are referenced below. These are only shown in the screen for version 6.5 and below:

The second entry clears the new Period suspense account and debits/credits the Retained earnings account.

Site	Cat	Log./Acc USA	BP	Debit	Credit	Description	Tax
D12		9999		23,500.00		Opening Entry	
D12		3200			23,500.00	Carry forward amount	

Total debit: 23,500.00 USD
Total credit: 23,500.00 USD
Balance:

Version Updates - 7 and Above

Year End Workshop - 2015



- Improved usability for better business results
- New Platform and Mobile Applications
- Google Maps and Office Integration
- Financial Tracking
- Financial Payment Files
- Recurring AP/AR Invoices
- Intercompany AP/AR Invoices
- Intercompany Journal Entry
- BP Netting

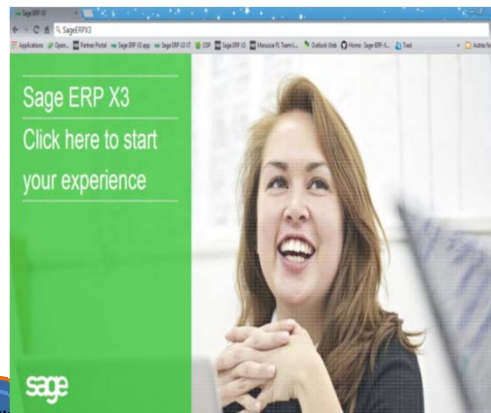


Web Orientation

Sage ERP X3 version 7 uses a web browser for the user interface. The use of the web browser helps users to navigate in the solution, offering them an intuitive user interface that takes advantage of their natural tendencies while browsing the Internet.



- Use with popular web browsers that are HTML5 compliant, like Firefox, Microsoft Internet Explorer, Google Chrome, Safari, and Opera (not all are currently HTML5 compliant but they are expected to be).
- To access Sage ERP X3 version 7 is simple, access by a URL with host name and the port number, then enter the login name and password, and the user is logged in.
- This new user interface includes the new components for a new look and feel, a new navigation, and a new landing page.

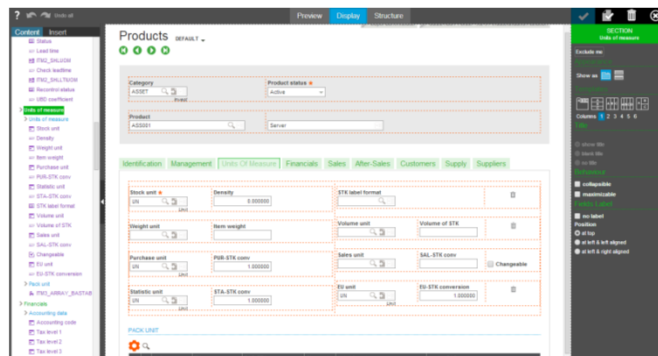


User Personalization

Personalize is a powerful mode that allows a user to configure pages to see only the information they need. A default version of the page is delivered for all the standard pages available in Sage ERP X3.

The Personalize page mode is able to:

- Change the order of the information on a page.
- Organize elements, tabs, or columns.
- Hide elements, tabs, or columns, or allow a user to maximize the block.
- Change the location of the labels associated with the elements.

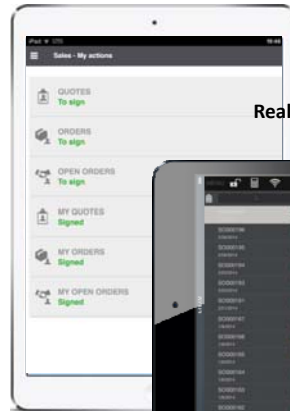


New Platform and Mobile Applications

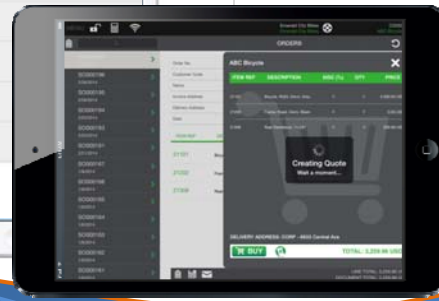


- New Platform with Mobile technology that is native to the solution. This enables sharing relevant business data on various devices to make the entire organization work better.
- Features including multiple browser access, entering expenses on smartphones, and mobile access to check sales performance KPIs highlight the mobile benefits of Sage ERP X3.

- Provide a better customer experience by accessing accurate customer and product information on the spot.
- Reduce time to place orders, calls to accounting and warehouse by providing real-time data to sales teams in the field.



Real time access – anytime, anywhere

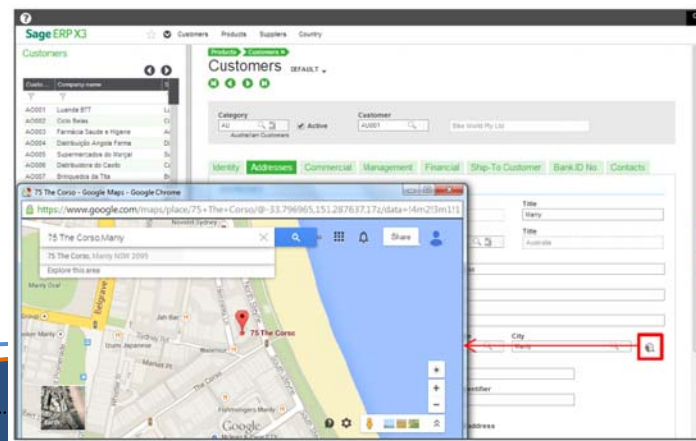


53 Sage ERP X3 for Distribution

Google Maps



All of the addresses included in Sage ERP X3 are associated to a link that can be used to display the location in Google Maps.





Office Integration

Microsoft Office tools are some of the most popular professional tools and Microsoft Word, Excel, and PowerPoint are used across most organizations.

Office Integration enables users to access information directly and securely from Sage ERP X3 using these popular Microsoft Office products: Word, Excel and PowerPoint.

Sage ERP X3 version 7 Office Integration is compatible with Office 2010 and 2013, plus Office 365 in Windows environments (not available for Mac).

A dedicated plugin that is gets installed on first use adds the Office toolbars and manages the connection to Word, Excel, and PowerPoint.

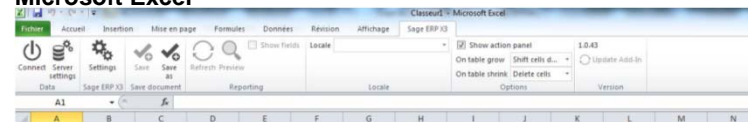


Office Integration

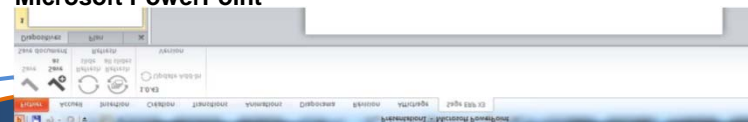
Microsoft Word



Microsoft Excel



Microsoft PowerPoint

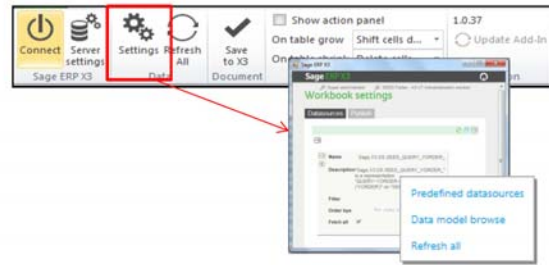




Office Integration

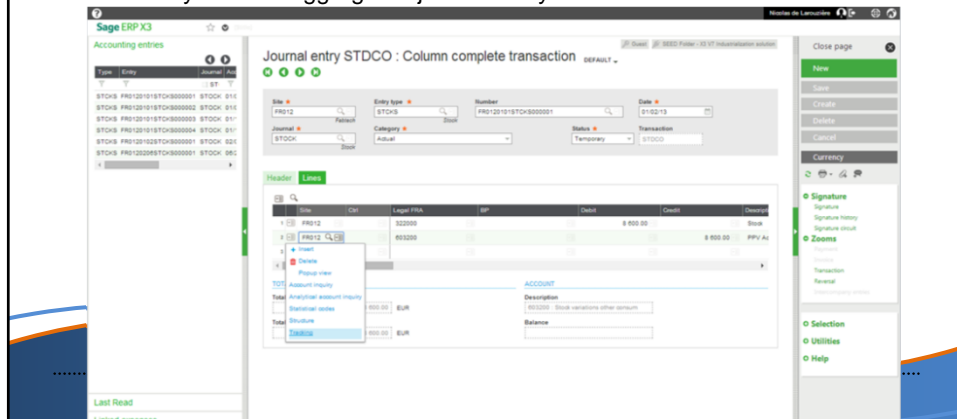
Microsoft Excel - Demo

When Excel is opened, the action panel or the setting page gives to user access to the list of data sources already connected and the ability to connect other sources



Financial Tracking

Stock transactions are often posted in a grouped journal entry.
The automatic accounting engine has been improved in order to ensure full traceability from an aggregated journal entry line to the source.





Financial Payment Files

Added support for payment related integrations to the bank.

SEPA
ACH File Generations
Positive Pay



Recurring AP/AR Invoices

The new recurring AP/AR invoices feature completes functionality to define a template from a reference invoice and generate the recurring invoices from the template. It includes the full life cycle management (creation, current life, renewal or termination) with alerts, workflows and traceability.



Inter-company AP/AR invoices

New screens support supplier or customer invoices, where one company operates the accounts of others.

In the new inter-company transactions screens, it is now possible to assign a financial site belonging to a different company (target) on both a supplier and customer invoice (A/P – A/R accounting module).

When posted, the inter-company invoice generates journal entries in source and target company(s) offsetting due to/due from intercompany accounts.



Inter-company AP/AR invoices cont.

Supplier intercompany invoices



DEFAULT

Site NA011	Company NA10	Name NADiscrete
Invoice type DIR	Document no. PIDNA01111-000078	
Accounting date 01/10/13	Supplier NA011	Address code AD1
Control AP	Account 20100	Name Computer Products

Header

Lines

DETAILS

	Site	Company	Cnt	Leg./Ina USA	BP	BOL	Am
1	NA011	NA10		70900			
2	NA021	NA20		70900			
3	DE011	DE10		3200			
4							

<

>

TOTALS

ACCOUNT

Total tax

3 000.00 USD

Tax incl total

AP amount type



Inter-company AP/AR invoices cont.

Due To and Due From are configurable:

The screenshot displays the 'Intercompany account mapping' configuration screen in Sage ERP X3. On the left, a list of companies is shown with columns for ID, Name, and Type. The main area is titled 'Intercompany account mapping' and includes a 'COMPANIES' section with 'Source company' and 'Target company' dropdowns. Below this, there are 'SOURCE MAPPING' and 'TARGET MAPPING' sections, each with 'Control', 'Debited account', and 'Credited account' fields. The 'SOURCE MAPPING' section shows 'Debited account' as 12350 and 'Credited account' as 20880. The 'TARGET MAPPING' section shows 'Debited account' as 1530 and 'Credited account' as 0100. There are also fields for 'Inter-Company Due From', 'Inter-Company Due To', 'Receivables from payroll', and 'Liabilities to affiliated comp'.



Inter-company Journal Entry

A new intercompany transaction screen supports journal entries between entities using the new Due To and Due From setup.

In the prior versions, these activities were managed manually, with mirrored transactions in the different companies.

This feature provides the ability to enter multi-company journal entry batches. When validated, user-defined automatic journal entries generate journal entries in source and target company(s) using the offsetting due to and due from intercompany accounts.



Inter-company Journal Entry

Intercompany journal entry



DEFAULT

Site	NA011	Date	11/00/14
Company	NA Cune	Journal	INTCO
Entry type	INTCO	Rate type	Daily Rate
Number	NA101511INT00000008	Rate date	11/00/14
Description	Labor Reallocation	Currency	USD
Status	Posted actual		

	Site	Company	Type	Journal	Currency	Clbl	Main general	Clbl
1	NA011	NA10	INTCO	INTCO	USD		50000	
2	NA011	NA10	INTCO	INTCO	USD		50000	
3	NA021	NA20	INTCO	INTCO	USD		50000	
4	DE011	DE10	INTCO	INTCO	USD		4000	
5								



BP Netting

The new BP net settlement function allows the open receivable and payable items for the same business partner to be netted against one another. This replaces the manual process through a Journal Entry or the Manual Matching screens.

Users select open items based on company, site(s), business partner, currency, due date range. Possible documents to include are open customer invoices and credit memos, open supplier invoices and credit memos, unapplied cash receipt amounts, and unapplied payment amounts to net. Full audit trail to origin documents is available.

When validated, journal entries are automatically generated and matched to clear the accounts payable and accounts receivable items. Rules are defined using user-designed automatic journal entries. The result of the netting process is a zero, debit, or credit balance.

sage

BP Netting

BP net settlement DEFAULT

CRITERIA

Company:

☒ All sites

☒ All control accounts

Pay by / pay to:

Due date from:

Currency:

Due date to:

SOFT

Sort criterion:

TOTALS

No. of open items: No. of items selected:

Open item total: Net balance:

DETAILS

Item	Type	Document no.	Source document	Due date	Open amount	Settling amount	Remaining amount	Control	Reference
1	CSOR	DIRNA2111-000009	DIRNA2111-000009	02/02/13	1,000.00		1,000.00	AR	CSOR NA001
2	CSOR	DIRNA2111-000131	DIRNA2111-000131	02/02/13	275.00		275.00	AR	CSOR NA001
3	CSOR	DIRNA2111-000089	DIRNA2111-000089	08/31/13	3,000.00		3,000.00	AR	CSOR NA001
4	REOPT	RECDH42NA01	RECDH42NA01100001	03/01/14	-800.00		-800.00	AR	RECDH42NA
5	CSOR	DIRNA2112-000085	DIRNA2112-000085	12/31/14	187.00		187.00	AR	CSOR NA001
6	CSRV	NA011303NA000035		01/23/15	363,850.75		363,850.75	AR	CSRV NA001

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Close page

Functions

Select all items

Clear all items

Utilities

Help

Nectari Features

Year End Workshop - 2015



- Introduction to Nectari
- Linking to Sage X3
- Editing Budget Data
- Info Pages (i.e. Budgets)
- Embedding Into X3
- Automatic Distributions

Nectari Excel Financial Overview



- Design Recommendations
 - Control Page
 - X3 Dimensions, Pyramids, Reporting Codes
- Balance Sheet
- Income Statement (Formula Wizard)
- Trial Balance (Pivot Tables)
- Data Extractor



Year End Workshop - 2015

Thank You for Attending

Q&A Wrap Up

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