



GENERAL LEDGER

RELEASE NOTES – JUNE 2017

This document explains new product enhancements added to the ADMINS Unified Community for Windows **General Ledger** system.

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1. ACCOUNT MAINTENANCE

1.1. Control Accounts by Account [Fix]

There was a “false positive” condition on the **General Ledgers Controls by Account #** screen. The system was checking the **General Ledgers Control Account by Fund Line** instead of the **Controls by Account #** line to see if values entered were the same on lines 3 and 16. This was corrected and distributed with the March 2017 Software Update and is included here to document the change.

General Ledger Controls by Account#

Goto...

Actions

1 Add Control

2 Delete Control

3 Edit List

FY	Account	Description	Fund Status
2019	1000-114-0000-001-00-00-52010	ADVERTISING	OPEN

4-List Invalid Accounts
5-Delete Invalid Accounts

4-List Invalid Accounts

5-Delete Invalid Accounts

	Line	Account Number	Description	Summarize Postings?
Cash	1	- - - - -	---1 Cash	<input type="checkbox"/>
Revenue	2	- - - - -	---2 Revenue	<input type="checkbox"/>
Expenditure	3	1000-000-0000-000-00-00-39300	Expenditures	<input type="checkbox"/>
Encumbrance	4	- - - - -	---4 Encumbrance	<input type="checkbox"/>
Reserve for Encumbrance	5	- - - - -	---5 Reserve for Encumbrance	<input type="checkbox"/>
Reserve for PY Encumbrance	6	- - - - -	---6 Reserve for PY Encumbrance	<input type="checkbox"/>
PO Rollover	7	0100-430-0000-004-00-00-52010	ADVERTISING	<input type="checkbox"/>
Accounts Payable	8	- - - - -	---8 Accounts Payable	<input type="checkbox"/>
Fund Equity	9	- - - - -		<input type="checkbox"/>
Due To	11	- - - - -		<input type="checkbox"/>
Due From	12	- - - - -		<input type="checkbox"/>
Discounts	13	- - - - -		<input type="checkbox"/>
Accrued Payroll	14	- - - - -		<input type="checkbox"/>
Payroll Expenditure Control	15	- - - - -		<input type="checkbox"/>
Expenditure Appr Fwd Equity	16	1000-000-0000-000-00-00-39300		<input type="checkbox"/>
Other Financing Uses	17	- - - - -		<input type="checkbox"/>
Other Financing Sources	18	- - - - -	--18 Other Financing Sources	<input type="checkbox"/>
Interest Dist. Cash	19	- - - - -	--19 Interest Dist. Cash	<input type="checkbox"/>
Interest Dist. Revenue	20	- - - - -	--20 Interest Dist. Revenue	<input type="checkbox"/>
Interest Dist. Expenditure	21	- - - - -	--21 Interest Dist. Expenditure	<input type="checkbox"/>
Credit Card Liability	22	- - - - -	--22 Credit Card Liability	<input type="checkbox"/>
Revenue Appr Fwd Equity	23	- - - - -	----23 Revenue Appr Forward Equity	<input type="checkbox"/>

Check Error

E1115-Line 16 Expenditure Appr Fwd cannot be the same account as Line 3

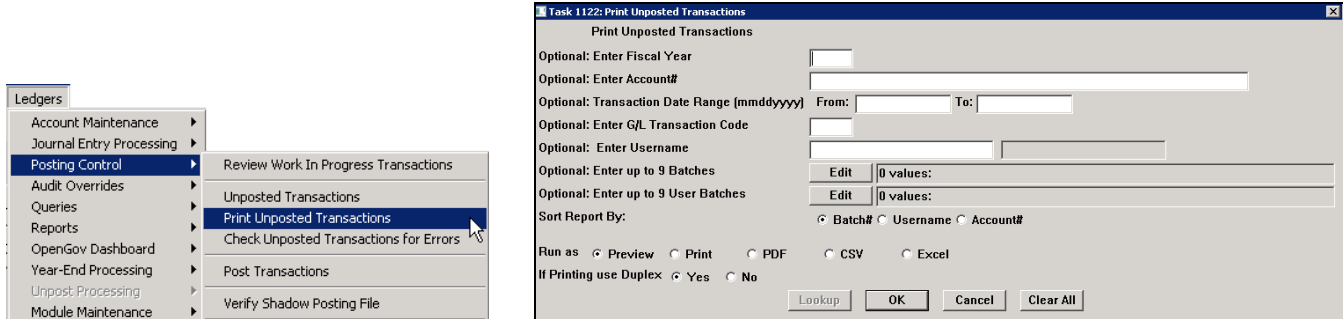
OK

[ADM-AUC-GL-8257



2. POSTING CONTROL

2.1. Print Unposted Transactions [Fix]



The Print Unposted Transactions Report was truncating the description field by a few characters. This was corrected and now the entire 40 character description will print for both Excel® and PDF® print formats..

Print Unposted Transactions

FY	User	Batch	Date	Refer#	Code	Account / Notes	Description	Bud
Batch# : 453671								
2017	453671	01-Jul-2016	3202691	P009	101-0000-29400-000000		ENCUMBRANCES	
2017	453671	01-Jul-2016	3202691	P009	101-0000-29415-000000	PO Rollover by THERESA on 22-May-201	BUDG RESERVE FOR ENC	
2017	453671	01-Jul-2016	3202733	P009	101-0000-29415-000000	PO Rollover by THERESA on 22-May-201	BUDG RESERVE FOR ENC	
						PO Rollover by THERESA on 22-May-201		

Figure 1 Before

Town of ADMINS
Print Unposted Transactions

FY	User	Batch	Date	Refer#	Code	Account / Notes	Description	Bud
Batch# : 8846473								
2016	8846473	01-Jul-2015	11459	P009	0200-000-0000-000-00-00-38200		RESERVE FOR ENCUMBRA	
2016	8846473	01-Jul-2015	11473	P009	1000-000-0000-000-00-00-39200	PO Rollover by THERESA on 12-Jun-2016 [A	Encumbrances	
2016	8846473	01-Jul-2015	11473	P009	1000-000-0000-000-00-00-38200	PO Rollover by THERESA on 12-Jun-2016 [N	Reserve for Encumbra	
						PO Rollover by THERESA on 12-Jun-2016 [N		

Figure 2 After

[ADM-AUC-GL-8169]



3. YEAR END PROCESSING ▶ Close To Fund Balance [Fix]

Modified the **Close To Fund Balance** process to present the fund selection screen more quickly. This process is a workhorse that checks for:

- open purchase orders
- open vouchers
- change orders
- control accounts for the new year

[EPS-SUP-SAPLAUC-776]

4. REPORTS

4.1. 1628 Budget Summary Report Excel® Totals Alignment [Fix]

To run this report, select **Ledgers ▶ Reports ▶ Report Library ▶ [1 Year to Date] ▶ 1628 Budget Summary (w/ and w/o activity)**. The Fiscal Year was printing at the top of column A and the totals were not aligned with the data columns. This was corrected.

	A	B	C	D	E	F	G	H
1	Fiscal Year: 2017 to 2017							
2								
3	Account Number and Description	Original Budet	Adjustments	Adjusted Budget	Encumbrances	Net Activity	Balance	%Used
1471	902-9020-51100-000000 SALARY SCHEDULE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1472	902-9020-51105-000000 LEGAL HOLIDAY PAY	0.00	0.00	0.00	0.00	166,969.25	-166,969.25	0.00
1473	902-9020-51106-000000 LONGEVITY	0.00	0.00	0.00	0.00	1,167,478.92	-1,167,478.92	0.00
1474	902-9020-51302-000000 HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1475	902-9020-52003-000000 ADMINISTRATIVE EXPENS	0.00	0.00	0.00	0.00	8,301.25	-8,301.25	0.00
1476	_Total_902 FIRE PENSION FUND		0.00	0.00	9,750,409.09	(9,750,409.09)		0.00
1496	904-9040-51304-904001 GROUP LIFE INSURANCE	0.00	0.00	0.00	0.00	10,434.60	-10,434.60	0.00
1497	904-9040-51304-904002 GROUP LIFE INSURANCE	0.00	0.00	0.00	0.00	24,658.20	-24,658.20	0.00
1498	904-9040-51304-904003 GROUP LIFE INSURANCE	0.00	0.00	0.00	0.00	22,680.00	-22,680.00	0.00
1499	_Total_904 OPEB-TRUST FUND		0.00	0.00	2,530,085.88	(2,530,085.88)		0.00
1500	950-9500-49140-000000 INTEREST INCOME	0.00	0.00	0.00	0.00	80.72	-80.72	0.00
1501	950-9501-49130-000000 OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1502	950-9501-50100-000000 PROGRAM EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1503	_Total_950 CITY OF CRANSTON PREF. BOND		0.00	0.00	80.72	(80.72)		0.00
1509	****_Grand_Total_****	600,600,190.00	0.00	600,600,190.00	3,511,348.97	187,928,271.81	409,060,669.22	31.30
1510								

Figure 3 Before Column Subtotals not aligned with data columns



	A	B	C	D	E	F	G	H
1	Account Number and Description	Original Budget	Adjustments	Adjusted Budget	Encumbrances	Net Activity	Balance	%Used
1226	1000-300-9100-510-09-00-52400 MASS VOC ED T	263,312.00	-24,325.37	238,986.63	0.00	238,986.63	0.00	100.00
1227	1000-300-9100-511-09-00-52400 PUBLIC ESL TU	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1228	1000-300-9100-521-09-00-52400 MA SPED PUBLI	47,034.00	27,156.00	74,190.00	0.00	74,190.00	0.00	100.00
1229	Total_9100 MASS PUBLIC SCHOOLS	310,346.00	2,830.63	313,176.63	0.00	313,176.63	0.00	100.00
1233								
1234	1000-300-9300-520-09-00-52400 MASS NON PUBL	415,900.00	-39,999.76	375,900.24	0.00	375,900.24	0.00	100.00
1235	Total_9300 NON PUBLIC TUITIONS	415,900.00	(39,999.76)	375,900.24	0.00	375,900.24	0.00	100.00
1236								
1237	1000-300-9400-522-09-00-52400 MA SPED COLLA	593,504.00	-20,270.33	573,233.67	0.00	573,233.67	0.00	100.00
1238	1000-300-9400-522-09-00-52900 CASE COLLAB M	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1239	Total_9400 COLLABORATIVES	593,504.00	(20,270.33)	573,233.67	0.00	573,233.67	0.00	100.00
1243	Total_1000 General Fund	20,985,196.00	70,000.00	21,055,196.00	0.00	21,055,196.00	0.00	100.00
1244								
1245	****_Grand_Total_****	20,985,196.00	70,000.00	21,055,196.00	0.00	21,055,196.00	0.00	100.00

Figure 4 After – Column subtotals aligned with data columns

City of Cranston
Budget Summary (w/ and w/o activity)

Fiscal Year: 2017 to 2017						
Account Number and Description	Original Budget	Adjustments	Adjusted Budget	Encumbrances	Net Activity	Balance
950-9500-49140-000000 INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	60.72
950-9501-49130-000000 OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
950-9501-50100-000000 PROGRAM EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
Total_950 CITY OF CRANSTON PREF. BOND		0.00	0.00	0.00	60.72	(60.72)
999-9995-51100-000000 SALARY SCHEDULE	0.00	0.00	0.00	0.00	0.00	0.00
999-9996-51100-000000 SALARY SCHEDULE	0.00	0.00	0.00	0.00	0.00	0.00
999-9997-51100-000000 SALARY SCHEDULE	0.00	0.00	0.00	0.00	0.00	0.00
999-9998-51100-000000 SALARY SCHEDULE	0.00	0.00	0.00	0.00	0.00	0.00
Total_999 ACA EMPLOYEES		0.00	0.00	0.00	0.00	0.00
****_Grand_Total_****	600,500,190.00	0.00	600,500,190.00	3,511,348.97	187,928,271.81	

Figure 5 Before–Print Preview with the Fiscal Year Printed at the top of Column A

Town of ADMINS
Budget Summary (w/ and w/o activity)

Fiscal Year: 2014 to 2014						
Account Number and Description	Original Budget	Adjustments	Adjusted Budget	Encumbrances	Net Activity	Balance
1000-300-8500-830-09-00-57600 LONG TERM DEB	0.00	0.00	0.00	0.00	0.00	0.00
Total_8500 LONG TERM DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
1000-300-8600-840-09-00-57610 LONG TERM DEB	0.00	0.00	0.00	0.00	0.00	0.00
Total_8600 LONG TERM DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
1000-300-9100-510-09-00-52400 MASS VOC ED T	263,312.00	-24,325.37	238,986.63	0.00	238,986.63	0.00
1000-300-9100-511-09-00-52400 PUBLIC ESL TU	0.00	0.00	0.00	0.00	0.00	0.00
1000-300-9100-521-09-00-52400 MA SPED PUBLI	47,034.00	27,156.00	74,190.00	0.00	74,190.00	0.00
Total_9100 MASS PUBLIC SCHOOLS	310,346.00	2,830.63	313,176.63	0.00	313,176.63	0.00
1000-300-9200-520-09-00-52400 OTHER STATE T	0.00	0.00	0.00	0.00	0.00	0.00
Total_9200 OUT OF STATE TUITIONS	0.00	0.00	0.00	0.00	0.00	0.00

Figure 6 After–Print Preview with Fiscal Year Centered in the Heading

[ADM-AUC-GL-8233]



5. SCREEN DELAY [Fix]

Some sites with large data sets experienced a delay when viewing screens using scroll bars. The scroll bars were removed from multi-record screens to improve performance.



Figure 7 Before

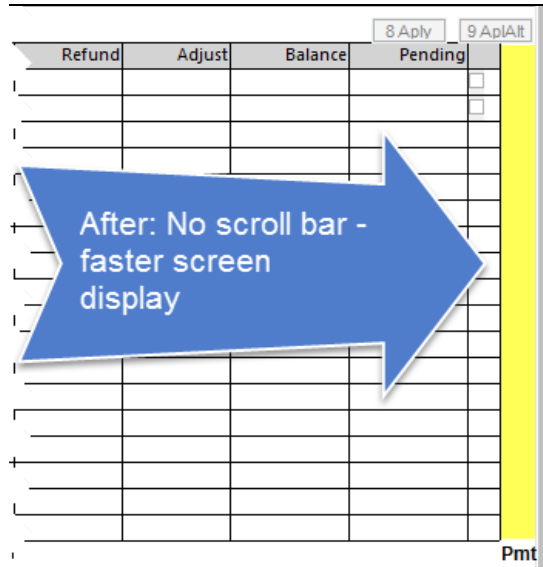


Figure 8 After

[ADM-AUC-RC-8369]

6. HELP REFERENCE LIBRARY

6.1. New or Updated Documentation

- ACCOUNT MAINTENANCE GL-235 Posting Transactions In Summary To The G/L [New]
- YEAR END PROCESSING GL-715 Finance Director & City Auditor Year End Webinar [New]