

ACCPAC®

ACCPAC Small Business Series

General Ledger

HIGHLIGHTS

- Flexible account structure
- Powerful budgeting capabilities
- Extensive comparative and historical data
- Financial reporting
- Multicompany support
- Full add-in multicurrency support
- Integrates with Microsoft Office
- Ability to drill down to the complete journal entry and then to the originating transaction

REPORTS

- Chart of Accounts
- Trial Balance
- G/L Transactions Listing
- Source Journal
- Batch Status
- Batch Listing
- Posting Journal
- Account Structure
- Segment Code
- Source Code
- Source Journal Profile
- G/L Options
- Financial Reporter:
 - Comparative balance sheets
 - Income statements
- G/L Recurring Entry

The foundation of your accounting system is your General Ledger

ACCPAC Small Business Series™ General Ledger is the foundation of your accounting system. Its built-in flexibility meets both the current and future financial needs of organizations of all types. It provides a robust feature set designed to meet even the most demanding budgeting and processing needs. You can customize General Ledger to satisfy your needs by using the many tools inherent in the system, including a built-in financial report writer that provides you with a timely picture of your company's fiscal activities. General Ledger fully integrates with all ACCPAC submodules and is the key to maximizing the efficiency and accuracy of your financial data.

Flexible Account Structure and Account Processing

- Create alphanumeric account numbers up to 45 characters long.
- Use up to three segments to represent cost centers, departments, divisions.
- Flag general ledger accounts as inactive if you wish to stop using them but wish to retain them in the system for historical and reporting purposes.
- Tailor your processing needs through high-level control over transaction entry, subledger batch editing, listing and posting.
- Provisionally post transactions to the general ledger to see the effect on financial statements.
- Post transactions to any past years for which you maintain data (up to five years).
- Consolidate transactions for selected accounts during posting, or consolidate on an as-needed basis.



Fast and easy data entry makes managing your General Ledger easy and intuitive

Windows® 2000 Ready



ACCPAC Small Business Series General Ledger

Flexible Account Structure and Account Processing (continued)

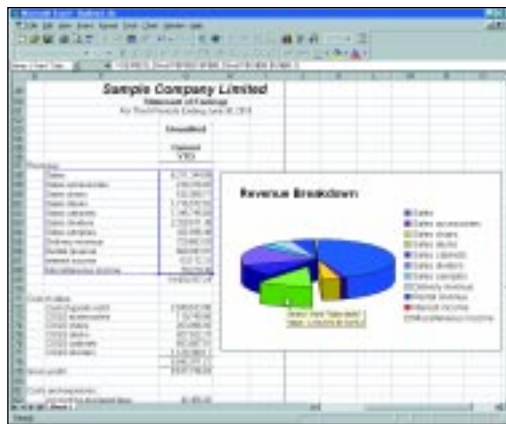
- Allocate an account balance to multiple accounts using specified percentages.
- Maintain separate periods for adjusting and closing entries.
- Assign different retained earnings accounts to different account segments.
- Post transactions from multiple subledgers to a single control account.
- Set up and schedule recurring journal entries for entries that you process on a regular basis.
- Take advantage of the Reminder List capabilities of the System Manager to remind staff to process recurring transactions.

Powerful Budgeting Features

- Store budget figures to project future needs and compare projections.
- Lock the budget to prevent unauthorized changes.
- Automatically create your budget using prior-year information or choose from seven other computation methods.

Integration with Microsoft Office

- Create analytical reports, graphs and charts in Microsoft Excel using information from ACCPAC Small Business Series.
- Update budgets automatically from Microsoft Excel.
- Create spreadsheets in Microsoft Excel showing actuals, budgeted and variance.
- Design reports in Microsoft Access to analyze data.
- Create Microsoft PowerPoint presentations with continually updated account information.



Powerful, customizable financial reporting to satisfy even your most complex reporting requirements

Powerful, Customizable Financial Reporting

- Use the flexibility of Microsoft Excel and the ACCPAC Financial Reporter to produce financial statements.
- Print consolidated statements, or print statements for any accounting division represented by an account number segment code.
- Run provisional reports for a financial snapshot prior to posting.
- Create a separate worksheet to view financial information specific to each segment code.
- Produce monthly, quarterly, semi-annual and annual comparative statements with any number of columns.
- Embed charts or graphs within financial reports.
- Link financial data to multidimensional models for comprehensive analysis.
- E-mail financial statements.

Comprehensive Multicurrency and Euro Support with the Small Business Series Multicurrency Module

- Enter, import and post transactions in all the currencies you use. General Ledger maintains functional currency balances as well as balances of all other account currencies.

- Automatically revalue selected accounts as exchange rates fluctuate.
- Use an unlimited number of currencies for each general ledger account.

Data Entry Made Easy

- Specify non-monetary amounts in journal entries such as earnings per employee, revenue per share or rent per square foot.
- Auto reverse entries to eliminate manual tracking of accruals.
- Change the order of journal entry fields to increase productivity.
- Use the advanced macro facility to automate repetitive procedures such as batch processing, month-end processing and printing reports.
- Use the segment validation tables to reduce data entry errors.

Investment Protection Plan

Upgrade from any prior version of ACCPAC Plus™ or any version of ACCPAC for Windows.

ACCPAC®

For more information about this and other ACCPAC® products, please call:

800-808-7000

or visit:

www.accpac.com

For current system requirements, consult your authorized ACCPAC reseller or visit www.accpac.com.

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