



eGlobal General Ledger

Overview

eGlobal General Ledger is designed to handle all aspects of financial management and reporting. A true multi company, multi currency General Ledger the system can be implemented with or without the eGlobal Broking System modules. In an integrated environment the General Ledger provides, automatic generation of Insurer settlement cheques, client refunds and production of statutory reports.

The eGlobal General Ledger provides full accounting controls, system maintained audit trails and full transaction history. The Enquiry and Report module provides users with complete flexibility for access to transaction and balance level information as well as allowing full control over the content and layout of management reports.

Users can define the level of reporting and consolidation to suit unique requirements, with reporting options at a Cost Centre, Company or Consolidated group level.

An integrated Creditors system provides cheque drawing facilities, whilst the Bank Reconciliation module provides an effective mechanism for the management and balancing of cheque accounts.

eGlobal General Ledger Primary Features

- Flexible User Defined Chart of Accounts
- Multi level Account Structure with Mass Maintenance
- 'True' Multi Currency and Multi-company
- Wild-card enquiry and reporting functionality
- Inter-company Controls
- Budgets and Forecasting

- Standing Journals
- Full life to date transaction and balance history
- Full System Maintained Audit Trails
- Multi-level Security system
- Multiple Databases to allow complete separation of Groups of Companies
- Up to 53 periods per year for user defined reporting periods

Additional Modules

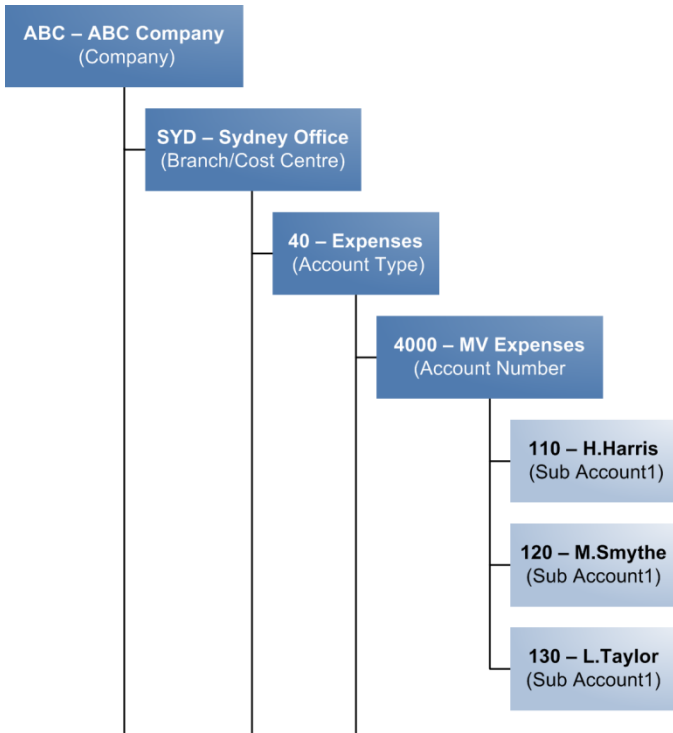
- Report Writing module
- Creditors module
- Bank Reconciliation module

Flexible Chart of Accounts

The basis of the eGlobal General Ledger is a standard Chart of Accounts. The Standard Chart of Accounts can be used as the basis for creating individual charts for a multi-company/multi-branch environment.

The account key can have up to seven segments, each separately defined. Up to 21 characters in total can be used (a minimum of 12 characters must be used). An example of an account key follows.

eGlobal General Ledger



Using the example above which only uses 5 segments, the account code for M.Smythe's motor vehicle expenses would therefore be:

ABC	SYD	40	4000	120		
-----	-----	----	------	-----	--	--

Once the Chart of Accounts is established for the organisation, the General Ledger provides the ability to open selected accounts for a Company/Branch structure either using Mass Maintenance or individually. This provides each Company/Branch with an individual chart of accounts while maintaining the standard meaning for each key segment. This approach ensures account standardisation within the organisation while ensuring that only valid keys are opened for each Branch/Cost Centre.

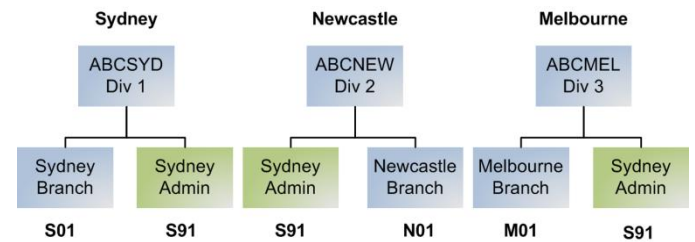
User defined alphanumeric short keys are available for accounts and can be optionally used to select account codes at both Data entry and Enquiry selections.

ABC	SYD	40	4000	110		
-----	-----	----	------	-----	--	--

MVSMY (Motor Vehicle Expenses - M Smythe)

Multi Level Account Structure

The eGlobal General Ledger structure can represent an organisation's hierarchy. Using the Company, Branch/Cost centre codes, different organisational views can be reported with complete flexibility.



Wild Card Account Selection

Using the structures illustrated above, the General Ledger module will provide the ability to display groups or individual accounts using an '*' to represent a wild card selection as per the following examples:

	Company	Branch
Entire Organisation	***	***
Newcastle Division	ABCNEW	***
Sydney Operation All Divisions	***	S**

Multi Currency

The eGlobal multi-currency option provides a fully featured multi-currency capability. Both transaction details and account balances are recorded in original currency. It provides the ability to hold each account's equivalent balance in both the Company's base currency, and a System base currency. The original transaction currency exchange rate to the Base currency is recorded at entry time and is not affected by revaluation. Revaluation entries are separate transactions, revaluation can be run as many times as required for any period.



The exchange rates for each currency can be entered as either multiply or divide factors and are date sensitive. Stored exchange rates can be optionally overridden at Data Entry time.

Exchange rates can also be held separately for P & L or Balance Sheet Accounts. Revaluation can be run on request for selected accounts and produces a revaluation journal with a full audit trail.

Each currency has Position Account or Currency clearing accounts which are system maintained at either branch or Company levels. These ensure that inter-currency transactions are fully balanced and can be used to measure currency exposure if required.

The Report Writer reports in Equivalent Base Currency. Trial balance and ledger listings by currency are available.

Budgets and Forecasts

Full multi-year budgeting and forecasting by period is supported. Last year, Current year and Next year budgets can all be held concurrently. The Budget can be copied to the Forecast at the start of each year. The system then automatically updates the forecasts with actuals at the end of each period. The remaining forecast periods can also be updated while leaving the remaining budget intact. Budgets, Forecasts and their variances can be accessed by the GL Report writer.

Controls and Audit Trails

Batch numbers for posting in both the Ledger and the Creditors are system maintained Control accounts eg. Creditors Control can be restricted to prevent manual postings. Accounts can be closed for posting but remain active for reporting and enquiry. Accounting periods can be selectively opened and closed with the option of allowing high security users the ability to post to closed periods.

The Journal processing has both a Hash totalling option to ensure that all entries are keyed and the normal debit/credit balancing control in base currency. The journal entry validation provides automatic updating of currency position accounts and automatic intercompany balancing through nominated intercompany clearing accounts.

Separation of duties is provided for in the entry and posting of both General Ledger and Creditors batches.

Edit Listing reports are printed prior to updating each batch. At Month End a Batch History Report is automatically produced to report batch activity.

Two months history of Batches is maintained, thus allowing a posted batch to be reversed within this period. This period can be extended and is in addition to the posted transaction history which can be retained indefinitely.

Standing Journals and Accruals

Standing Journals can be set up to eliminate re-keying regular monthly journals. The standing journal process runs automatically at the start of the period.

Accruals are processed as for normal journal batches allowing for a nominated reversing period. The reversing journals are processed automatically at the start of the nominated period.

Standing Payments

Standing Cheques operate almost identically to Standing Journals. By specifying a Standard Creditor Code and a Day to Pay, each period a cheque is automatically requested. Standing cheques are generated the same time as Standing Journals and are physically printed as part of normal cheque printing procedures.



Bank Reconciliation

The Bank Reconciliation module allows easy reconciliation of General Ledger accounts to the actual Bank Statement. eGlobal posts all transactions that affect the specified bank account to the Bank Reconciliation System. The Bank Statement is keyed in and is matched against these items from General Ledger, and a Bank Reconciliation Report is produced. The Creditors system automatically feeds cheque information to the Bank Reconciliation

Sundry Creditors

The eGlobal Creditors system is fully integrated to the eGlobal Broking system and is used to generate Insurer, Sub Agent, and Client payments. In addition it provides a general or sundry creditor capability to control payments to other sundry creditors.

It provides for both GST and exempt invoices and allows for both GST inclusive and exclusive data entry. A wide range of user defined payment terms is permitted through the Terms of Trade feature including 20th of month following and 7, 14, 21 days from invoice date.

Automatic allocation rules are available to generate predefined percentage splits across a range of General Ledger expense codes.

The system caters for multiple cheque accounts in multiple currencies. It also caters for payments by bank drafts in non-banking currencies - automatically generating a draft purchase cheque for your selected bank.

Cheques can be produced on either laser or continuous stationery and the system provides a re-print capability where required.

The creditors system automatically interfaces to the Bank Reconciliation module.

Enquiries

There is a powerful enquiry facility with wild card selection and the ability to expand transactions back to their posting batches.

The information available includes:

- Batch details (both posted and un-posted)
- Transaction details including currency rates and equivalents
- Account balances by period for Actual, Budgets, and Forecasts

The wild cards can be used for character matching as per the following example:

For Account 1000 (Petty Cash)

ABC	***	***	1000	***	***
-----	-----	-----	------	-----	-----

This will enquire on all transactions for Petty Cash for the Company 'ABC'.

End of Period

The end of period function automatically advises of any outstanding unprocessed batches before closing the period. Standard monthly reports can be set up to print automatically as part of the month end processing. The period open/closed flags are automatically updated. Prior period adjustments are available to staff with appropriate security levels.

Accrual journals requiring reversal are actioned during End of Month.



End of Year

The End of Year processing first provides all the processing as specified in the End of Period processing.

In addition it also automatically clears the Profit/Loss for the year through a P & L Control Clearing account and moves this into the Current Year Retained Earnings for the closing year. It also adds this figure to the Prior Year Retained Earning - for the new year's opening Balance Sheet.

Full historical details of transactions and balances are maintained, which allows enquiries and comparative reporting using previous years.

Report Writer & Consolidations

eGlobal provides a powerful user defined Report Writer that allows the user to define their own reports based on information held in the General Ledger.

Reports can be selectively run for individual Company and Branch/Cost Centre selections or in a consolidated form for user defined grouping based on run-time selections. The eGlobal Report Writer allows the use of Wild Card selections for specific reporting requirements.

Report can be developed by non technical staff and development is guided by on screen prompts with full Help facilities.

With the use of elimination companies which can hold elimination entries, the General Ledger can be used to provide multi-level Group consolidations.