

## GENERAL LEDGER MODULE

The General Ledger is an integral part of the system. But can also be run stand alone if required. The update to General Ledger although automated, the timing of the update is controlled by the operator. This provides complete control over the integrity of the data being updated.

The General Ledger has been designed to include a Report Writer. This allows the operator enormous flexibility in the way results can be reported.

### GENERAL LEDGER MODULE FEATURES INCLUDE

- Allows for prior period posting to any period last year or this year.
- Reprint reports for any period last year or this year.
- System allows for Sub accounts.
- Facility for up to 13 periods.
- Ability to copy existing Chart of Accounts to different sub-accounts or cost center, and ability to copy to another company.
- Journals can be posted to any period this year or last year.
- Standing journals can be created for automatic processing.
- Accruals can be automatically reversed after roll over into the next period.
- Standard reports can be generated, or the Report Generator can be used to create special reports, including wild cards.
- Fully integrated to other modules, or can run stand alone.
- Account numbers and names can be printed on financial reports.
- Screen inquiry of General Ledger accounts, by transaction type. System allows operator to view Old, Future or All transactions.
- Actual, Budget and Last Year comparisons by period and year to date.
- Ability to handle link accounts.
- Trial Balance allows option to consolidate sub accounts.
- Ability to search for G/L account by description.
- Ability to enter budgets for this year, next year and last year allowing forecasting reporting in G/L report writer.
- Inquiry drill down to source documents.

### GENERAL LEDGER REPORTS

- Trial Balance listing.
- General Ledger report.
- Transaction listing.
- Other Ledger Report.
- Standard Profit and Loss report.
- Standard Balance Sheet report.
- Report Writer.
- Chart of Accounts listing.
- Budget listing.
- Funds statement.
- Periodic Profit & Loss.

### HOW THE GENERAL LEDGER MODULE HELPS

- The General Ledger is important in that it brings together all the subsidiary ledgers, and ensures that the system is in balance.
- Provides the profit and loss statement of the company, together with an analysis of the company's assets and liabilities in the form of a balance sheet.
- Provides comparison with the Budget figures.
- Highlights differences to budget for revenue and expenditure accounts, so further analysis can be done.
- Report Writer ensures flexible management reporting.

### INTEGRATED SOLUTION

The general ledger module has integration links to the following Arrow Financial Modules:

- Debtors
- Creditors
- Job Costing
- Stock
- Bill of Materials
- Purchase Orders
- Fixed Assets
- Cash Book
- Payroll (Aust. Only)



## EXTENDED GENERAL LEDGER OPTION

The Arrow Extended General Ledger Option provides the ability to custom define and segment your chart of accounts. This is a benefit for those companies who require “multi-level” dissection of transactions within the general ledger.

- The General Ledger structure is flexible, providing the ability to define your chart of accounts with up to 4 segments with a maximum of 10 characters, either in Alpha or Numeric format or a combination of both.
- The Extended General Ledger structure could include one of the following designs.  
Branch, Department, Account, Sub-Account State,  
Department, Account, Sub-Account Entity, Division,  
Account, Sub-Account.
- The size or number of characters in each segment is flexible catering to your individual requirements, and could include one of the following examples.

Branch	Department	Account	Sub-Accounts
2 char	2 char	4 char	2 char
State	Department	Account	Sub-Account
1 char	3 char	3 char	2 char
Entity	Department	Account	Sub-Account
3 char	1 char	4 char	2 char

- The flexibility in the General Ledger report writer allows you to design your own custom financial reports, providing the ability to consolidate or explode each account segment details.
- To ensure all journal details are captured, within the Extended General Ledger the facility also exists to enter unlimited detailed narrations for each journal.

The Extended General Ledger allows you to optionally create multiple control accounts in the General Ledger for debtors and creditors, based on your customer or supplier groups.

In addition to these specific functions, other general features and details are in the general ledger module sheet.