



# General Ledger

Aged Care Financial Management 2010/11

## General Ledger

**The general ledger is the central recording area for all modules included with Inerva® EnterpriseFinance. The general ledger system in EnterpriseFinance provides a very flexible chart of accounts, journals, budgets and reporting to simplify and automate the complex business environment.**

### Key Benefits

- Standard or Segmented Charts
- Generate standardised reports
- Customise reporting data and layout of any report
- Flexible chart of accounts provides for unlimited account hierarchy
- Drill-down to and from journals
- Automated posting from all accounting modules
- Account Templates for apportioning income and expenses against multiple account and segments
- Journal templates for those large periodic journals
- Multiple draft and working budgets for any period
- Flexible budget periods and reporting by actual with projected
- GST enabled
- Integrated cash management
- Internal analysis and flexible export to Excel® and other external analysis tools
- Flexible accounting period management
- Live balances
- Account templates simplify split posting from journal entry and other modules

## Visual Accounting

Inerva EnterpriseFinance general ledger provides the clearest view of your accounts with its well-defined chart hierarchy and live balances in all views.

Automatic roll-up balances are always current for normal posting accounts and for control (non-posting) accounts.

The chart of accounts feature gives you the freedom to define any number of posting and control accounts. The chart of accounts can be arranged in a hierarchy that has no bounds.

Clearly identified account classes ensure account asset, liability, equity, income, cost of sales, and expense accounts are visually differentiated with individual icons and colours. EnterpriseFinance gives your accounting staff the most intuitive functionality available.

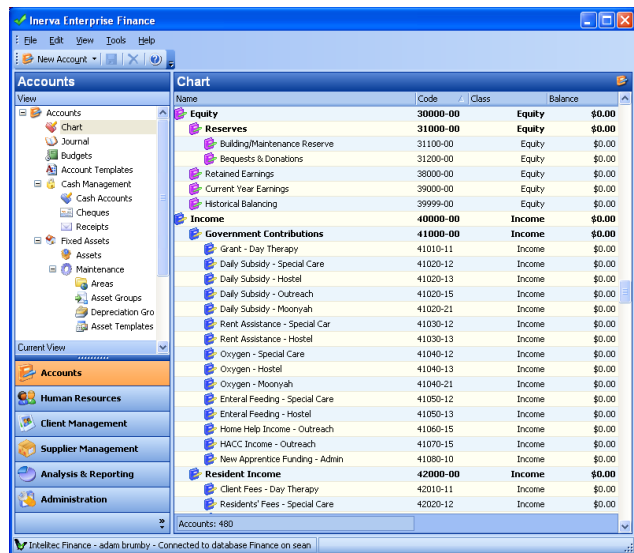
Setting up your chart is easy. EnterpriseFinance comes pre-configured with a common set of accounts to get you started. Add sub-accounts by right-clicking on any account.

### Drill Down

Every transaction posted to the general ledger is documented through the journals. Any journal entry lets you drill down to display the original transaction. From the journal you can drill down to any type of transaction; payment, receipt, debtor and creditor invoices, general entries etc. If you have creditor invoice scanning installed, you can drill right down to the source documents.

Journal views may be selected from a range of transaction types. A master journal means you can always find the transaction you are looking for quickly. Journal entries are also accessible from the original transactions. For example you can view the journal entries for any given payment, receipt, fixed asset transaction etc.

Selecting an individual account from the master chart lets you analyse the transactions relating to the chosen account. You can view all journal entries relating to the account, budget information in addition, bank and cash accounts let you instantly view bank register, cash management and bank interface information.



## Standard and customised reporting

Built-in standard reports help you meet regulatory and management reporting requirements as well as improve your productivity. All built-in reports can be customised to meet specific needs.

Customise reports by the data selections and level of detail required and also the data fields required, fonts and layout. Save your customised reports in your own reporting menu structure.

Reports can be exported to Adobe® PDF and Microsoft Word®. Microsoft Office® integration lets you instantly export journals and account information to Excel® and other tools.

Instantly print or export from any list throughout the system. Customise the way your data is displayed and printed at any time by dragging fields, changing sort order or data grouping and totalling.

Your users need the capacity to print from anywhere in the system. EnterpriseFinance ensures users not only can print what is before them, but customise and filter what is printed. Every table and grid throughout the system may be printed, customised and exported to a diverse range of formats including XML.

Choose the reporting detail level for a range of built-in reports. Each built-in report provides report-specific options for detail level, sorting, filtering and grouping.

## Data Mining

Because the entire structure of EnterpriseFinance is documented and stored in standards compliant

Microsoft® SQL Server®, nearly all third party analysis tools can be plugged directly into the database. Business intelligence and analysis tools including Crystal Reports® are used to create customised report jobs that give your users the freedom to answer tough reporting challenges.

## Fast Entry

With its fully integrated and modular structure, EnterpriseFinance allows the user to quickly draw in information from other areas. Users are presented with drop-downs in at all data entry points. Where a fixed list of drop-down options is not appropriate, the user may choose an alternative, or new value.

A rapid general journal entry screen lets you quickly post transactions with individual accounts or quickly splitting posts with account templates. Journal entries can be flagged to auto-reverse in the following accounting period.

## Cash Accounts

Create cash accounts in the master chart. Cash accounts created in the chart of accounts appear in the cash management module. For cash accounts, specify bank information and setup electronic funds transfer. Like accrual accounts, cash account balances are updated in real-time and appear in the master chart of accounts view.

## Segmented Reporting

If your organisation works with multiple major cost centres, such as Hostel, Village, etc, you have the option to configure your chart of accounts using individual sub-accounts or use a consolidated chart with segmented posting and reporting.

Segmented reporting makes it easy to post income and expenses to major cost centres and produce individual profit and loss statements for each area.

## Easy Split Posting

Account templates hasten split account posting by allowing the definition of account spread for any kind of journal entry, sale, purchase, payment or receipt. Define account templates by specifying each affected account with an appropriate percent or dollar value to fully define a common split post.

You can even define account templates to split income and expenses to accounts in different segments if your organisation uses segmented reporting.

## Automate Frequent Transactions

Transactions that occur frequently can be configured as recurring journal templates. Journal templates allow you to define a standard journal entry that can be called upon at any time. Save time by setting up those lengthy periodic journal entries once and reuse them again and again.

Recurring sales and purchases can also be configured in the Debtors and Creditors modules.

### **Flexible Budgeting**

Define any number of budgets for any given fiscal year or break up budget periods into a range of sub-periods. Budgets can be configured for balance sheet or profit and loss accounts.

Budgeting tools let you create budgets from actuals for a given period or other budgets. A single consolidated view of all accounts is displayed to provide values for each period within the fiscal year. Rapid entry tools allow you to copy across or increase/decrease by percent or value; all account period values for the selected account.

Live comparison lets you specify budgeted valued while comparing values for the same period in another budget or actuals for a given fiscal year.

Using account templates, you can immediately split a nominated amount across the normal range of accounts defined in each template, making budget estimates as accurate as they can be.

### **Leverage the platform**

Inerva EnterpriseFinance includes a complete range of platform services made available to all modules. Platform services include functionality that is common to all modules. A system-wide audit trail ensures absolute traceability of all data modification. The audit trail uses the security system to ensure audit records identify user information against any data change. The security system gives the system administrator complete control over user access to all parts of the system. A very fine-grained map of system functionality is used to define user access rights in a central security administration interface. Platform services also include a data integrity monitor to ensure all data held by the database is accurate and intact. A rotating backup system provides for data and disaster recovery. An integrated offsite backup system ensures data is always safe.

All modules leverage a modern customisable user interface. The user interface is designed to make new users feel comfortable with the entire system; power-users are able to quickly navigate with key-strokes and may customise all menus, toolbars, columns, sorting, filtering and grouping structures to suit specific needs. The user interface metaphors are consistent with 2010 user interface standards and use similar menu actions and key-strokes to popular office productivity products.

### **About Inerva®**

Inerva provides a range of leading edge software solutions to the aged care industry. The modern aged care environment requires well-defined management

systems to support effective operations. Our team continuously consults with the industry to uncover the current and future challenges. Our team develops solutions to drive efficient processes through software and supporting services which integrate seamlessly with popular office productivity suites. Inerva business systems optimize critical processes and provide strategic decision support through analytical tools and reporting mechanisms.

In addition to a range of comprehensive solutions suitable for small to medium business and corporate environments, Inerva can blend and customize solutions to meet specific requirements.

Our team deploys the most current technologies to ensure your organisation is provided with tools and systems that are transparent to the business. Running fast, efficient and accurate software systems means your operation can concentrate on delivering value to your clients.

Inerva with parent software engineering company Intelitec Pacific have developed a range of solutions for business including Enterprise Financial Management • Integrated Roster and Scheduling • e-Commerce • Human capital management and reporting • Enterprise productivity systems • Distributed scheduling • Fleet and logistics management • Distributed inventory systems • Executive reporting and business intelligence tools • Primary production management • Scientific and laboratory management systems • Project and document management tools.

Inerva systems are supported by a dynamic team of qualified software industry professionals. Deployed systems are maintained and updated to ensure they always support the current business environment.

### **Contact**

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**Datasheet: General Ledger**

Feature	Description
Chart of Accounts	<ul style="list-style-type: none"> <li>▪ Unlimited hierarchy of control accounts</li> <li>▪ Live balances for posting accounts</li> <li>▪ Live rollup balances for control accounts</li> <li>▪ Visual account class differentiation</li> <li>▪ Account Segments</li> <li>▪ Cash accounts</li> <li>▪ Integrated journals</li> <li>▪ GST tracking</li> <li>▪ Account migration and retirement</li> <li>▪ Rich text notes and documents can be attached to accounts</li> </ul>
Cash Accounts	<ul style="list-style-type: none"> <li>▪ Consolidated cash accounts chart</li> <li>▪ Electronic Funds Transfer</li> <li>▪ GST enabled</li> <li>▪ Rich text notes and documents can be attached to accounts</li> <li>▪ Cheque and receipt printing</li> </ul>
Journals	<ul style="list-style-type: none"> <li>▪ Master Journal view with drill down to account posts</li> <li>▪ Journal classes for fixed assets, payments, receipts, sales, purchases and general entries</li> <li>▪ Related journal entries accessible from source transactions</li> <li>▪ Drill down to source transactions from master journal views</li> <li>▪ Flexible general journal entries</li> <li>▪ Auto-reversing entries</li> <li>▪ Reverse existing journal entries</li> <li>▪ Journal templates entries provide for recurring entry of common transactions</li> <li>▪ Print and export journals to Excel®, Word®, HTML, Plain Text and XML</li> </ul>
Account Templates	<ul style="list-style-type: none"> <li>▪ Account templates provide for quick entry of split posts</li> <li>▪ Specify account splits for use in general entries and source transactions</li> <li>▪ Split accounts by percent or value</li> <li>▪ Master account template view</li> </ul>
Accounting Periods	<ul style="list-style-type: none"> <li>▪ Flexible accounting periods specify fiscal year dates</li> <li>▪ Report on any period within the year</li> </ul>
Budgets	<ul style="list-style-type: none"> <li>▪ Create unlimited budgets for any fiscal year</li> <li>▪ Balance sheet and profit &amp; loss budgets may be defined</li> <li>▪ Copy from actual figures or other budgets</li> <li>▪ Quick entry tools for adjusting budget amounts by percent or value</li> <li>▪ Live comparison on budget sheet with actuals or other budgets</li> </ul>
Reporting	<ul style="list-style-type: none"> <li>▪ Standard accounting reports with flexible filtering and layout customisation</li> <li>▪ Specify detail level on standard reports</li> <li>▪ Report across any period(s)</li> <li>▪ Regulatory requirements reporting</li> <li>▪ Compatibility with Third-party analysis tools such as Crystal Reports</li> <li>▪ Export asset detail and transactions to Excel®, Word®, HTML, Plain Text and XML</li> </ul>
Security	<ul style="list-style-type: none"> <li>▪ Integrated platform security enabled</li> </ul>

**System Requirements**

Software	Inerva® EnterpriseFinance - General Ledger
Hardware	Microsoft Windows® Server 2000 or later Microsoft SQL Server® 2005 or later Microsoft Windows® 2000 or later TCP/IP Network