

# Introduction to MS Dynamics

**NAV XIII.** (General Journal and its use)

Ing.J.Skorkovský,CSc.

MASARYK UNIVERSITY BRNO, Czech Republic  
Faculty of economics and business administration  
Department of corporate economy

# General Journals and its use in G/L

- It enables to post and apply payment to „open“ invoices
- It enables to post an amount from one account to another
- Recurring operations (periodic posting of similar transactions) are much more easier

# General Journals and its use in G/L

- You use the General Journal window to post transactions to G/L, bank, customer, vendor and fixed assets accounts. In a general journal, you enter the relevant information for the transaction, such as the posting date, amount and the accounts you want to post to. The information you enter in a journal is temporary and can be changed as long as it is in the journal.
- If you often use the general journal to post the same or similar journal lines, for example, in connection with payroll expenses.

# Applying principle

The Cannon Group PLC  
Mr. Andy Teal  
192 Market Square  
Birmingham, B27 4KT  
Great Britain

Sales - Invoice  
Page 1

CRONUS, Birmingham RC.  
Aaron Nicholls  
Main Street, 14  
B27 4KT Birmingham

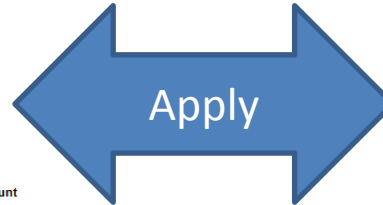
Phone No. +44-161 818192  
Fax No. +44-161 818100  
VAT Reg. No. GB77777777  
Giro No. 888-9999  
Bank World Wide Bank  
Account No. 99-99-888

Bill-to Customer No. 10000

26. January 2012

VAT Registration No. 789456278  
Salesperson Peter Sadow

Invoice No. 103022  
Order No. 1001  
Posting Date 26.01.12  
Due Date 26.02.12  
Prices including VAT No



| No.                        | Description             | Posted Shipmen Date | Quantity | Unit Measure | Unit Price | Disc. % | VAT Identifier | Amount          |
|----------------------------|-------------------------|---------------------|----------|--------------|------------|---------|----------------|-----------------|
| 1896-S                     | ATHENS Desk             | 26.01.12            | 2        | Piece        | 649,40     |         | VAT25          | 1 298,80        |
| 1896-S                     | ATHENS Desk             |                     |          | Piece        | 649,40     |         | VAT25          |                 |
| 1960-S                     | ROME Guest Chair, green | 26.01.12            | 1        | Piece        | 125,10     |         | VAT25          | 125,10          |
| 1960-S                     | ROME Guest Chair, green |                     |          | Piece        | 125,10     |         | VAT25          |                 |
| <b>Total GBP Excl. VAT</b> |                         |                     |          |              |            |         |                | <b>1 423,90</b> |
| 25% VAT                    |                         |                     |          |              |            |         |                | 355,98          |
| <b>Total GBP Incl. VAT</b> |                         |                     |          |              |            |         |                | <b>1 779,88</b> |

#### VAT Amount Specification

| VAT Identifier | VAT % | Line Amount     | Inv. Disc. Base Amount | Invoice Discount Amount | VAT Base        | VAT Amount    |
|----------------|-------|-----------------|------------------------|-------------------------|-----------------|---------------|
| VAT25          | 25    | 1 423,90        | 1 423,90               | 0,00                    | 1 423,90        | 355,98        |
| <b>Total</b>   |       | <b>1 423,90</b> | <b>1 423,90</b>        | <b>0,00</b>             | <b>1 423,90</b> | <b>355,98</b> |

Payment Terms 1 Month/2% 8 days  
Shipment Method Ex Warehouse

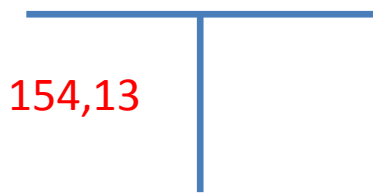
From customer 10000 by Ctrl-F5

| Posting Date | Document... | Document No. | Customer... | Description    | Original Amount | Amount   | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt. Dis |
|--------------|-------------|--------------|-------------|----------------|-----------------|----------|-----------------|----------|------|--------------|----------|
| 08.01.12     | Invoice     | 103005       | 10000       | Order 101001   | 8 269,04        | 8 269,04 | 8 269,04        | 05.02.12 | ✓    | 13.01.12     | 13.0     |
| 18.01.12     | Invoice     | 103018       | 10000       | Order 6005     | 4 101,88        | 4 101,88 | 4 101,88        | 18.02.12 | ✓    | 26.01.12     | 26.0     |
| 23.01.12     | Invoice     | 103001       | 10000       | Invoice 103001 | 8 182,35        | 8 182,35 | 8 182,35        | 23.02.12 | ✓    | 31.01.12     | 31.0     |
| 26.01.12     | Invoice     | 103022       | 10000       | Order 1001     | 1 779,88        | 1 779,88 | 1 779,88        | 26.02.12 | ✓    | 03.02.12     | 03.0     |
| 26.01.12     | Invoice     | 103023       | 10000       | Order 1004     | 2 591,63        | 2 591,63 | 2 591,63        | 26.02.12 | ✓    | 03.02.12     | 03.0     |
| 26.01.12     | Invoice     | 103024       | 10000       | Order 1007     | 2 249,00        | 2 249,00 | 2 249,00        | 26.02.12 | ✓    | 03.02.12     | 03.0     |
| 26.01.12     | Invoice     | 103025       | 10000       | Order 1008     | 156,38          | 156,38   | 156,38          | 26.02.12 | ✓    | 03.02.12     | 03.0     |

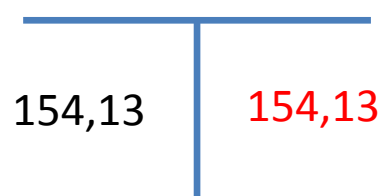
# Impacts to G/L (General Ledger Entries)

| Posting Date | Document Type | Document No. | G/L Acco... | Description | G... G... G... Amount | Bal. Accou... E |
|--------------|---------------|--------------|-------------|-------------|-----------------------|-----------------|
|              |               |              |             |             | S.. N.. R..           | G/L A...        |
| 11.12.13     | Invoice       | 103044       | 6110        | Order 1057  |                       | -123,30         |
| 11.12.13     | Invoice       | 103044       | 5610        | Order 1057  |                       | -30,83          |
| 11.12.13     | Invoice       | 103044       | 2310        | Order 1057  |                       | 154,13          |

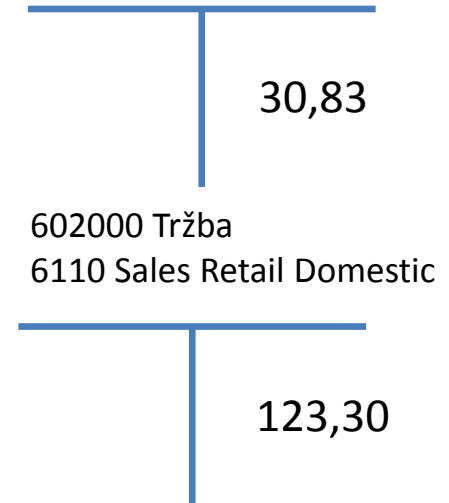
221 000 Účet v bance- CZ  
2920 Bank Account



311000 Zákazník  
2310 Customer Domestic




343 xxx DPH 25%  
5610 Sales VAT 25%



# Setup of General Journal

**Financial Management**

- General Ledger
  - Chart of Accounts
  - Budgets
  - General Journals**
  - Analysis & Reporting


Batch Name . . . . . **DEFAULT**  **Use F6 to look up**

| Posting Date | D... Document T... No. | A... T... Account No. | Description | G... G... P... P... P... T... G... G... Amount | Bal. A... Bal. T... Account No. | Bal. G... G... P... P... P... D... T... G... G... T... | Applies-to Doc. No. | Applies-to ID |
|--------------|------------------------|-----------------------|-------------|--|---------------------------------|--|---------------------|---------------|
| *▶ 09.09.12  | G00003                 | G..                   |             |  | 0,00 G..                        |  |                     |               |

Enter a new line by F3 and batch name e.g. Classic and add balancing Banking Account with code NBL and then click OK !!!!

| Name             | Description                | Bal. Account... | Bal. Acco... | No. Series    | Posting N... | Reason C... | Copy VAT... |
|------------------|----------------------------|-----------------|--------------|---------------|--------------|-------------|-------------|
| CASH             | Cash receipts and payments | G/L Account     |              | 2910 GJNL-GEN |              |             | ✓           |
| <b>CLASSIC</b>   | <b>Classic test</b>        | Bank Account    | NBL          | GJNL-GEN      |              |             | ✓           |
| ▶ <b>DEFAULT</b> | Default Journal Batch      | G/L Account     |              | GJNL-GEN      |              |             | ✓           |

Enter two new fields by right mouse click on the GJ bar. The name of the fields are specified by red rectangle above. Then click OK.

Batch Name . . . . . **CLASSIC** 

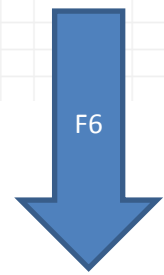
| Posting Date | D... Document T... No. | A... T... Account No. | Description | G... G... P... P... P... T... G... G... Amount | Bal. A... Bal. T... Account No. | Bal. G... G... P... P... P... D... T... G... G... T... | Applies-to Doc. No. | Applies-to ID |
|--------------|------------------------|-----------------------|-------------|--|---------------------------------|--|---------------------|---------------|
| *▶ 09.09.12  | G00003                 | G..                   |             |  | 0,00 B.. NBL                    |  |                     |               |

# Entering data to G/L and Apply

Batch Name . . . . . CLASSIC

| Posting Date | Document Type | Document No. | Account Type | Account No. | Description          | G... G...<br>G... B... P...<br>P... P... P...<br>T... G... G... Amount | Bal.<br>A... Bal.<br>T... Account No. | Bal. Bal.<br>Bal. G... G...<br>G... B... P... A...<br>P... P... P... D...<br>T... G... G... T... | Applies-to<br>Doc. No. | Applies-to<br>ID |
|--------------|---------------|--------------|--------------|-------------|----------------------|--|---------------------------------------|--|------------------------|------------------|
| 09.09.12     | Payment       | G00003       | Customer     | 10000       | The Cannon Group PLC |  | 0,00 B... NBL                         |  |                        |                  |

Use F6 to choose appropriate values



General

Posting Date . . . . . 09.09.12      Currency Code . . . . .

Document Type . . . . . Payment      Amount . . . . . 0,00

Document No. . . . . G00003      Remaining Amount . . . . . 0,00

Customer No. . . . . 10000

Description . . . . . The Cannon Group PLC

**List of all open invoices**

| Posting Date | D... T... | Document No. | Customer No. | Description                | Remaining Amount | Appl. Remaining Am... | Appl. Amount to Apply to Apply | Due Date | Pmt. Discount ... | Remaining Pmt. Disc. Possible | Open     |   |
|--------------|-----------|--------------|--------------|----------------------------|------------------|-----------------------|--------------------------------|----------|-------------------|-------------------------------|----------|---|
| 15.01.12     | C...      | 104001       | 10000        | Credit Memo 104001         | -292,84          | -292,84               | 0,00                           | 0,00     | 15.01.12          | 0,00                          | ✓        |   |
| 09.09.12     |           | G00001       | 10000        | The Cannon Group PLC       | -96 124,37       | -96 124,37            | 0,00                           | 0,00     | 09.09.12          | 0,00                          | ✓        |   |
| 31.12.11     | I...      | 00-11        | 10000        | Opening Entries, Customers | 63 473,13        | 63 473,13             | 0,00                           | 0,00     | 31.01.12          | 08.01.12                      | 1 269,46 | ✓ |
| 31.12.11     | I...      | 00-16        | 10000        | Opening Entries, Customers | 33 852,35        | 33 852,35             | 0,00                           | 0,00     | 31.01.12          | 08.01.12                      | 677,05   | ✓ |
| 31.12.11     | I...      | 00-9         | 10000        | Opening Entries, Customers | 50 778,50        | 50 778,50             | 0,00                           | 0,00     | 31.01.12          | 08.01.12                      | 1 015,57 | ✓ |
| 08.01.12     | I...      | 103005       | 10000        | Order 101001               | 8 269,04         | 8 269,04              | 0,00                           | 0,00     | 05.02.12          | 13.01.12                      | 165,38   | ✓ |
| 18.01.12     | I...      | 103018       | 10000        | Order 6005                 | 4 101,88         | 4 101,88              | 0,00                           | 0,00     | 18.02.12          | 26.01.12                      | 82,04    | ✓ |
| 23.01.12     | I...      | 103001       | 10000        | Invoice 103001             | 8 182,35         | 8 182,35              | 0,00                           | 0,00     | 23.02.12          | 31.01.12                      | 163,65   | ✓ |
| 26.01.12     | I...      | 103022       | 10000        | Order 1001                 | 1 779,88         | 1 779,88              | 0,00                           | 0,00     | 26.02.12          | 03.02.12                      | 35,60    | ✓ |
| 26.01.12     | I...      | 103023       | 10000        | Order 1004                 | 2 591,63         | 2 591,63              | 0,00                           | 0,00     | 26.02.12          | 03.02.12                      | 51,83    | ✓ |
| 26.01.12     | I...      | 103024       | 10000        | Order 1007                 | 2 249,00         | 2 249,00              | 0,00                           | 0,00     | 26.02.12          | 03.02.12                      | 44,98    | ✓ |
| 26.01.12     | I...      | 103025       | 10000        | Order 1008                 | 156,38           | 156,38                | 0,00                           | 0,00     | 26.02.12          | 03.02.12                      | 3,13     | ✓ |

# Entering data to G/L and Apply

General

Posting Date . . . . . 09.09.12 Currency Code . . . . .

Document Type . . . . . Payment Amount . . . . . 0,00

Document No. . . . . G00003 Remaining Amount. . . . . 0,00

Customer No. . . . . 10000

Description . . . . . The Cannon Group PLC

| Posting Date | D... T... No. | Document No. | Customer No. | Description                | Remaining Amount | Appl. Remaining Am... | Amount to Apply | Appl. Amount to Apply | Due Date | Pmt. Discount ... | Remaining Pmt. Disc. Possible | Open |
|--------------|---------------|--------------|--------------|----------------------------|------------------|-----------------------|-----------------|-----------------------|----------|-------------------|-------------------------------|------|
| ▶ 15.01.12   | C...          | 104001       | 10000        | Credit Memo 104001         | -292,84          | -292,84               | 0,00            | 0,00                  | 15.01.12 |                   | 0,00                          | ✓    |
| 09.09.12     | G00001        |              | 10000        | The Cannon Group PLC       | -96 124,37       | -96 124,37            | 0,00            | 0,00                  | 09.09.12 |                   | 0,00                          | ✓    |
| 31.12.11     | I... 00-11    |              | 10000        | Opening Entries, Customers | 63 473,13        | 63 473,13             | 0,00            | 0,00                  | 31.01.12 | 08.01.12          | 1 269,46                      | ✓    |
| 31.12.11     | I... 00-16    |              | 10000        | Opening Entries, Customers | 33 852,35        | 33 852,35             | 0,00            | 0,00                  | 31.01.12 | 08.01.12          | 677,05                        | ✓    |
| 31.12.11     | I... 00-9     |              | 10000        | Opening Entries, Customers | 50 778,50        | 50 778,50             | 0,00            | 0,00                  | 31.01.12 | 08.01.12          | 1 015,57                      | ✓    |
| 08.01.12     | I... 103005   |              | 10000        | Order 101001               | 8 269,04         | 8 269,04              | 0,00            | 0,00                  | 05.02.12 | 13.01.12          | 165,38                        | ✓    |
| 18.01.12     | I... 103018   |              | 10000        | Order 6005                 | 4 101,88         | 4 101,88              | 0,00            | 0,00                  | 18.02.12 | 26.01.12          | 82,04                         | ✓    |
| 23.01.12     | I... 103001   |              | 10000        | Invoice 103001             | 8 182,35         | 8 182,35              | 0,00            | 0,00                  | 23.02.12 | 31.01.12          | 163,65                        | ✓    |
| 26.01.12     | I... 103022   |              | 10000        | Order 1001                 | 1 779,88         | 1 779,88              | 0,00            | 0,00                  | 26.02.12 | 03.02.12          | 35,60                         | ✓    |
| 26.01.12     | I... 103023   |              | 10000        | Order 1004                 | 2 591,63         | 2 591,63              | 0,00            | 0,00                  | 26.02.12 | 03.02.12          | 51,83                         | ✓    |
| 26.01.12     | I... 103024   |              | 10000        | Order 1007                 | 2 240,00         | 2 240,00              | 0,00            | 0,00                  | 26.02.12 | 03.02.12          | 44,98                         | ✓    |
| 26.01.12     | I... 103025   |              | 10000        | Order 1008                 | 156,38           | 156,38                | 0,00            | 0,00                  | 26.02.12 | 03.02.12          | 3,13                          | ✓    |

Make a choice of one of them and enter OK

OK Cancel Entry Application Navigate

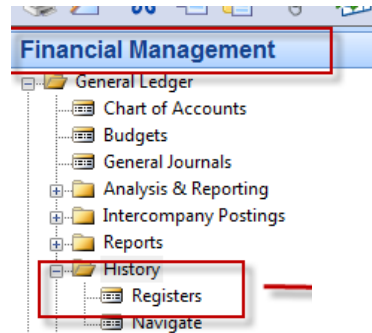
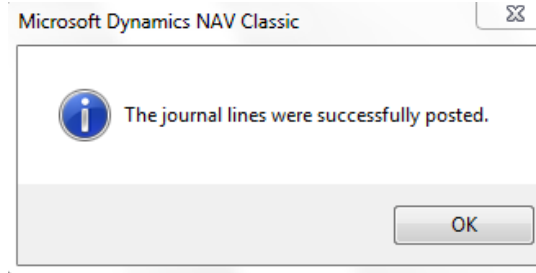
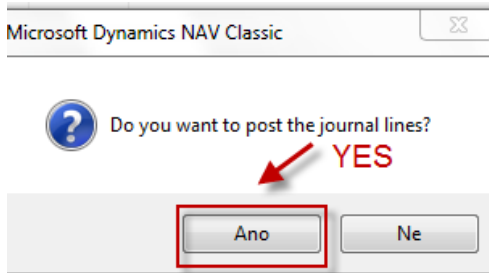


Batch Name . . . . . CLASSIC

| Posting Date | Document Type | Document No. | Account Type | Account No. | Description          | Amount  | Bal. Account No. | Bal. G... G... T... G... G... | Bal. G... G... T... G... G... | Applies-to Doc. No. | Applies-to ID |
|--------------|---------------|--------------|--------------|-------------|----------------------|---------|------------------|-------------------------------|-------------------------------|---------------------|---------------|
| ▶ 09.09.12   | Payment       | G00003       | Customer     | 10000       | The Cannon Group PLC | -156,38 | B... NBL         |                               |                               | I... 103025         |               |



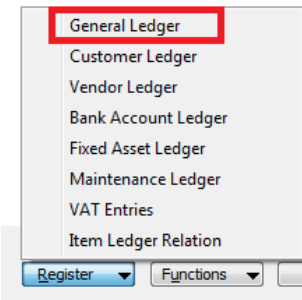
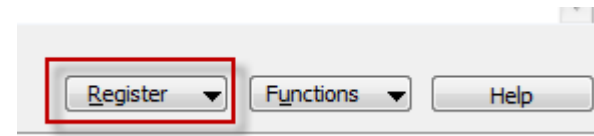
# Post GJ with correct data by F11



**See next slide**

# Results in General Ledger

| No.   | Creation Date | User ID | Source Code | Journal Batch Name | From Entry No. | To Entry No. | From VAT Entry No. | To VAT Entry No. |
|-------|---------------|---------|-------------|--------------------|----------------|--------------|--------------------|------------------|
| ▶ 147 | 15.10.14      |         | GENJNL      | CLASSIC            | 3306           | 3307         | 895                | 894              |



2920 Bank Account

2310 Customer Domestic

|        |  |
|--------|--|
| 156,38 |  |
|--------|--|

|        |        |
|--------|--------|
| 156,38 | 156,38 |
|--------|--------|

| Posting Date | D... T... | Document No. | G/L Account No. | Description          | G... P... T... | G... B... P... | G... P... | Amount  | Bal. A... T... | Bal. Account No. |
|--------------|-----------|--------------|-----------------|----------------------|----------------|----------------|-----------|---------|----------------|------------------|
| ▶ 09.09.12   | P..       | G00003       | 2920            | The Cannon Group PLC |                |                |           | 156,38  | C..            | 10000            |
| 09.09.12     | P..       | G00003       | 2310            | The Cannon Group PLC |                |                |           | -156,38 | B..            | NBL              |

# Results in Customer Ledger Entry

10000 The Cannon Group PLC - Customer Card

General Communication Invoicing Payments Shipping Foreign Trade

No. . . . . 10000

Name . . . . . The Cannon Group PLC

Address . . . . . 192 Market Square

Address 2. . . . .

Post Code/City . . . . . B27 4KT Birmingham

Country/Region Code . . . . . GB

Phone No. . . . .

Primary Contact No. . . . .

Contact. . . . . Mr. Andy Teal

Search Name . . . . . THE CANNON GR...

Balance (LCY) . . . . . 78 860,55

Credit Limit (LCY) . . . . . 0,00

Salesperson Code . . . . . PS

Responsibility Center . . . . . BIRMINGHAM

Service Zone Code . . . . . M

Blocked. . . . .

Last Date Modified . . . . . 11.12.10

Customer Sales Functions Help

Find appropriate  
Customer Card and CTRL-F5

See next slide

# Results in Customer Ledger Entry

10000 The Cannon Group PLC - Customer Ledger Entries

| Posting Date | Document...  | Document No. | Customer... | Description                | Original Amount | Amount      | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt |
|--------------|--------------|--------------|-------------|----------------------------|-----------------|-------------|-----------------|----------|------|--------------|-----|
| 31.12.11     | Invoice      | 00-9         | 10000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 50 778,50       | 31.01.12 | ✓    | 08.01.12     |     |
| 08.01.12     | Invoice      | 103005       | 10000       | Order 101001               | 8 269,04        | 8 269,04    | 8 269,04        | 05.02.12 | ✓    | 13.01.12     |     |
| 15.01.12     | Credit Me... | 104001       | 10000       | Credit Memo 104001         | -292,84         | -292,84     | -292,84         | 15.01.12 | ✓    |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -25 389,25      | -25 389,25  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -50 778,50      | -50 778,50  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -67 704,67      | -67 704,67  | 0,00            | 15.01.12 |      |              |     |
| 18.01.12     | Invoice      | 103018       | 10000       | Order 6005                 | 4 101,88        | 4 101,88    | 4 101,88        | 18.02.12 | ✓    | 26.01.12     |     |
| 23.01.12     | Invoice      | 103001       | 10000       | Invoice 103001             | 8 182,35        | 8 182,35    | 8 182,35        | 23.02.12 | ✓    | 31.01.12     |     |
| 26.01.12     | Invoice      | 103022       | 10000       | Order 1001                 | 1 779,88        | 1 779,88    | 1 779,88        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103023       | 10000       | Order 1004                 | 2 591,63        | 2 591,63    | 2 591,63        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103024       | 10000       | Order 1007                 | 2 249,00        | 2 249,00    | 2 249,00        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103025       | 10000       | Order 1008                 | 156,38          | 156,38      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103026       | 10000       | Order 1009                 | 1 576,50        | 1 576,50    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103027       | 10000       | Order 1010                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103028       | 10000       | Order 1011                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 09.09.12     | Invoice      | 103029       | 10000       | Order 1012                 | 1 491,63        | 1 491,63    | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     | Invoice      | 103031       | 10000       | Order 1016                 | 120,00          | 120,00      | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     |              | G00001       | 10000       | The Cannon Group PLC       | -100 000,00     | -100 000,00 | -96 124,37      | 09.09.12 | ✓    |              |     |
| 09.09.12     | Payment      | G00003       | 10000       | The Cannon Group PLC       | -156,38         | -156,38     | 0,00            | 09.09.12 |      |              |     |

!!!

Entry Functions Navigate Help



= Application

# Unapply in Customer Ledger Entry

10000 The Cannon Group PLC - Customer Ledger Entries

| Posting Date | Document...  | Document No. | Customer... | Description                | Original Amount | Amount      | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt |
|--------------|--------------|--------------|-------------|----------------------------|-----------------|-------------|-----------------|----------|------|--------------|-----|
| 31.12.11     | Invoice      | 00-9         | 10000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 50 778,50       | 31.01.12 | ✓    | 08.01.12     |     |
| 08.01.12     | Invoice      | 103005       | 10000       | Order 101001               | 8 269,04        | 8 269,04    | 8 269,04        | 05.02.12 | ✓    | 13.01.12     |     |
| 15.01.12     | Credit Me... | 104001       | 10000       | Credit Memo 104001         | -292,84         | -292,84     | -292,84         | 15.01.12 | ✓    |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -25 389,25      | -25 389,25  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -50 778,50      | -50 778,50  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -67 704,67      | -67 704,67  | 0,00            | 15.01.12 |      |              |     |
| 18.01.12     | Invoice      | 103018       | 10000       | Order 6005                 | 4 101,88        | 4 101,88    | 4 101,88        | 18.02.12 | ✓    | 26.01.12     |     |
| 23.01.12     | Invoice      | 103001       | 10000       | Invoice 103001             | 8 182,35        | 8 182,35    | 8 182,35        | 23.02.12 | ✓    | 31.01.12     |     |
| 26.01.12     | Invoice      | 103022       | 10000       | Order 1001                 | 1 779,88        | 1 779,88    | 1 779,88        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103023       | 10000       | Order 1004                 | 2 591,63        | 2 591,63    | 2 591,63        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103024       | 10000       | Order 1007                 | 2 249,00        | 2 249,00    | 2 249,00        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103025       | 10000       | Order 1008                 | 156,38          | 156,38      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103026       | 10000       | Order 1009                 | 1 576,50        | 1 576,50    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103027       | 10000       | Order 1010                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103028       | 10000       | Order 1011                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 09.09.12     | Invoice      | 103029       | 10000       | Order 1012                 | 1 491,63        | 1 491,63    | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     | Invoice      | 103031       | 10000       | Order 1016                 | 120,00          | 120,00      | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     |              | G00001       | 10000       | The Cannon Group PLC       | -100 000,00     | -100 000,00 | -96 124,37      | 09.09.12 | ✓    |              |     |
| 09.09.12     | Payment      | G00003       | 10000       | The Cannon Group PLC       | -156,38         | -156,38     | 0,00            | 09.09.12 |      |              |     |

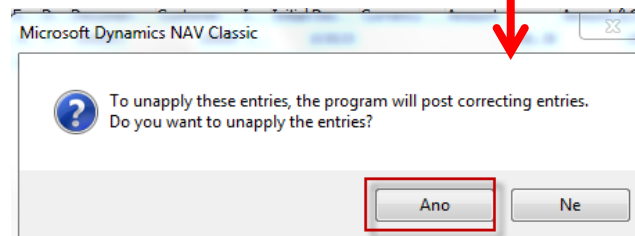
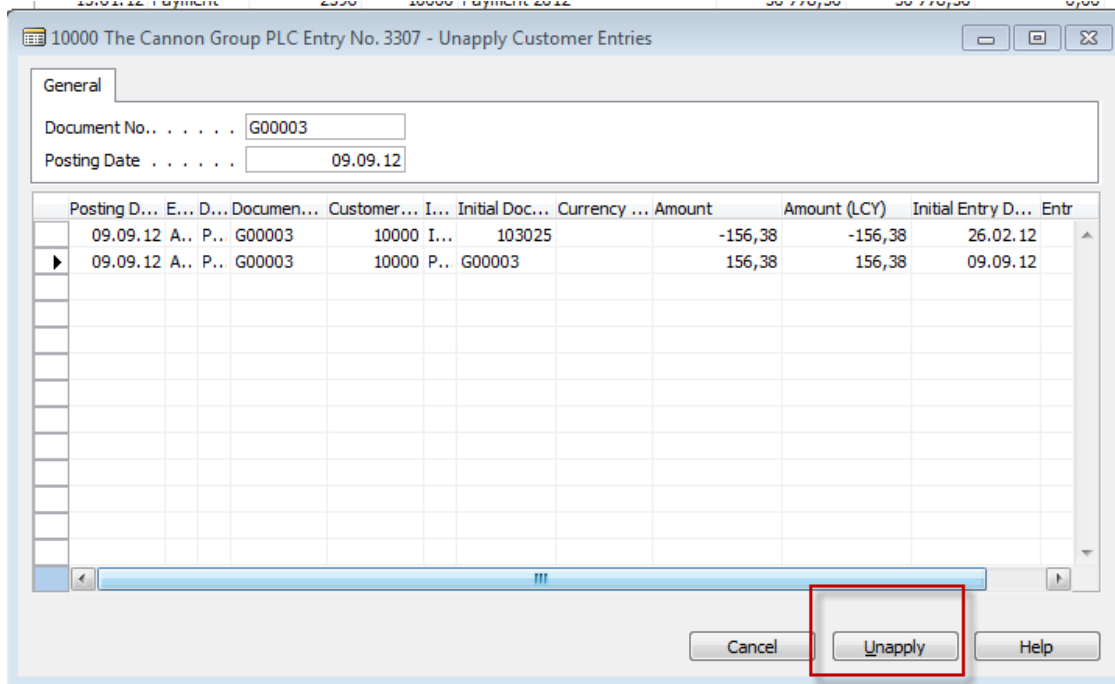
Entry Functions Navigate Help

Apply Entries Shift+F9

Unapply Entries...

Reverse Transaction...

# Unapply in Customer Ledger Entry



See next slide

# Unapply in Customer Ledger Entry

10000 The Cannon Group PLC - Customer Ledger Entries

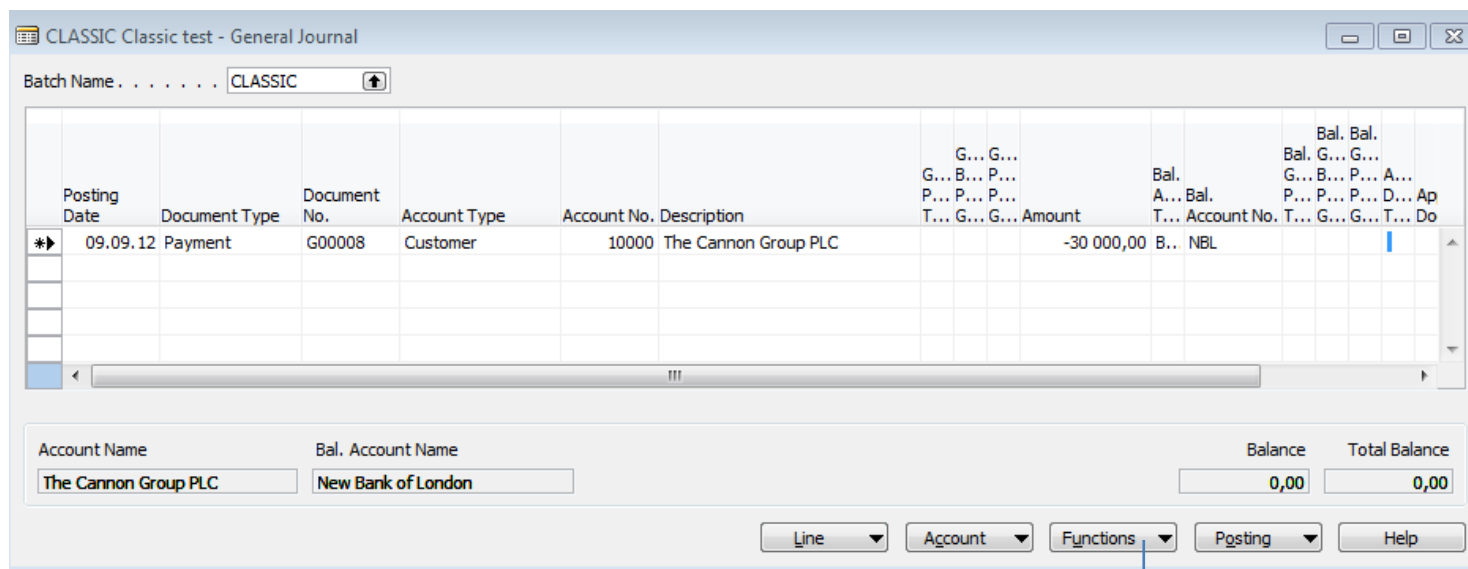
| Posting Date | Document...  | Document No. | Customer... | Description                | Original Amount | Amount      | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt |
|--------------|--------------|--------------|-------------|----------------------------|-----------------|-------------|-----------------|----------|------|--------------|-----|
| 31.12.11     | Invoice      | 00-9         | 10000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 50 778,50       | 31.01.12 | ✓    | 08.01.12     |     |
| 08.01.12     | Invoice      | 103005       | 10000       | Order 101001               | 8 269,04        | 8 269,04    | 8 269,04        | 05.02.12 | ✓    | 13.01.12     |     |
| 15.01.12     | Credit Me... | 104001       | 10000       | Credit Memo 104001         | -292,84         | -292,84     | -292,84         | 15.01.12 | ✓    |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -25 389,25      | -25 389,25  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -50 778,50      | -50 778,50  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -67 704,67      | -67 704,67  | 0,00            | 15.01.12 |      |              |     |
| 18.01.12     | Invoice      | 103018       | 10000       | Order 6005                 | 4 101,88        | 4 101,88    | 4 101,88        | 18.02.12 | ✓    | 26.01.12     |     |
| 23.01.12     | Invoice      | 103001       | 10000       | Invoice 103001             | 8 182,35        | 8 182,35    | 8 182,35        | 23.02.12 | ✓    | 31.01.12     |     |
| 26.01.12     | Invoice      | 103022       | 10000       | Order 1001                 | 1 779,88        | 1 779,88    | 1 779,88        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103023       | 10000       | Order 1004                 | 2 591,63        | 2 591,63    | 2 591,63        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103024       | 10000       | Order 1007                 | 2 249,00        | 2 249,00    | 2 249,00        | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103025       | 10000       | Order 1008                 | 156,38          | 156,38      | 156,38          | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103026       | 10000       | Order 1009                 | 1 576,50        | 1 576,50    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103027       | 10000       | Order 1010                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103028       | 10000       | Order 1011                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 09.09.12     | Invoice      | 103029       | 10000       | Order 1012                 | 1 491,63        | 1 491,63    | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     | Invoice      | 103031       | 10000       | Order 1016                 | 120,00          | 120,00      | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     | Payment      | G00001       | 10000       | The Cannon Group PLC       | -100 000,00     | -100 000,00 | -96 124,37      | 09.09.12 | ✓    |              |     |
| 09.09.12     | Payment      | G00003       | 10000       | The Cannon Group PLC       | -156,38         | -156,38     | -156,38         | 09.09.12 | ✓    |              |     |

!!!

Entry Functions Navigate Help

Both entries are open again !!!!

# Apply Entries by use of Shift-F9



Shit-F9 Apply Entries

## See next slide



Only for the course  
BPH\_PIS2 in Czech language



# Apply Entries by use of Shift-F9

10000 The Cannon Group PLC - Apply Customer Entries

General

Posting Date . . . . . 09.09.12 Currency Code . . . . .

Document Type . . . . . Payment Amount . . . . . -30 000,00

Document No. . . . . G00008 Remaining Amount . . . -30 000,00

Customer No. . . . . 10000

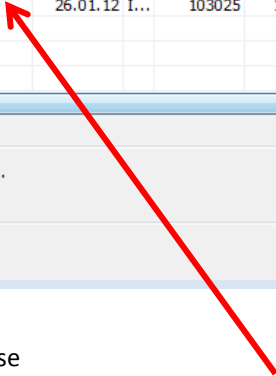
Description . . . . . The Cannon Group PLC

| Applies-to ID | Posting Date | D... T... | Document No. | Customer No. | Description                | Remaining Amount | Appl. Remaining Am... | Amount to Apply | Appl. Amount to Apply | Due Date | Pri Dis |
|---------------|--------------|-----------|--------------|--------------|----------------------------|------------------|-----------------------|-----------------|-----------------------|----------|---------|
|               | 15.01.12     | C..       | 104001       | 10000        | Credit Memo 104001         | -292,84          | -292,84               | 0,00            | 0,00                  | 15.01.12 |         |
|               | 09.09.12     |           | G00001       | 10000        | The Cannon Group PLC       | -96 124,37       | -96 124,37            | 0,00            | 0,00                  | 09.09.12 |         |
|               | 09.09.12     | P..       | G00003       | 10000        | The Cannon Group PLC       | -156,38          | -156,38               | 0,00            | 0,00                  | 09.09.12 |         |
|               | 31.12.11     | I...      | 00-11        | 10000        | Opening Entries, Customers | 63 473,13        | 63 473,13             | 0,00            | 0,00                  | 31.01.12 |         |
|               | 31.12.11     | I...      | 00-16        | 10000        | Opening Entries, Customers | 33 852,35        | 33 852,35             | 0,00            | 0,00                  | 31.01.12 |         |
|               | 31.12.11     | I...      | 00-9         | 10000        | Opening Entries, Customers | 50 778,50        | 50 778,50             | 0,00            | 0,00                  | 31.01.12 |         |
|               | 08.01.12     | I...      | 103005       | 10000        | Order 101001               | 8 269,04         | 8 269,04              | 0,00            | 0,00                  | 05.02.12 |         |
|               | 18.01.12     | I...      | 103018       | 10000        | Order 6005                 | 4 101,88         | 4 101,88              | 0,00            | 0,00                  | 18.02.12 |         |
|               | 23.01.12     | I...      | 103001       | 10000        | Invoice 103001             | 8 182,35         | 8 182,35              | 0,00            | 0,00                  | 23.02.12 |         |
| G00008        | 26.01.12     | I...      | 103022       | 10000        | Order 1001                 | 1 779,88         | 1 779,88              | 1 779,88        | 1 779,88              | 26.02.12 |         |
| G00008        | 26.01.12     | I...      | 103023       | 10000        | Order 1004                 | 2 591,63         | 2 591,63              | 2 591,63        | 2 591,63              | 26.02.12 |         |
| G00008        | 26.01.12     | I...      | 103024       | 10000        | Order 1007                 | 2 249,00         | 2 249,00              | 2 249,00        | 2 249,00              | 26.02.12 |         |
|               | 26.01.12     | I...      | 103025       | 10000        | Order 1008                 | 156,38           | 156,38                | 0,00            | 0,00                  | 26.02.12 |         |

Appl. Cu... Amount to Ap... Pmt. Disc. Am... Rounding Applied Amount Available Amo... Balance

6 620,51 0,00 0,00 6 620,51 -30 000,00 -23 379,49

OK Cancel Entry Application Navigate Help



Only for the course  
BPH\_PIS2 in Czech language

By use of toggle switch (key) F9 and OK

# Apply Entries by use of Shift-F9

|                 |                  |          |                |                  |            |
|-----------------|------------------|----------|----------------|------------------|------------|
| Amount to Ap... | Pmt. Disc. Am... | Rounding | Applied Amount | Available Amo... | Balance    |
| 6 620,51        | 0,00             | 0,00     | 6 620,51       | -30 000,00       | -23 379,49 |
| <b>OK</b>       | Cancel           | Entry    | Application    | Navigate         | Help       |

CLASSIC Classic test - General Journal

Batch Name . . . . . CLASSIC

| Type | Document No. | Account Type | Account No. | Description          | Amount     | Bal. | Bal. | Bal. | Bal. | Applies-to ID |
|------|--------------|--------------|-------------|----------------------|------------|------|------|------|------|---------------|
|      | G00008       | Customer     | 10000       | The Cannon Group PLC | -30 000,00 | B..  | NBL  |      |      | G00008        |

Account Name: The Cannon Group PLC    Bal. Account Name: New Bank of London

Balance: 0,00    Total Balance: 0,00

Line    Account    Functions    Posting    Help

Reconcile    Ctrl+F9

Test Report...

**Post    F11**

Post and Print    Shift+F11



Only for the course  
BPH\_PIS2 in Czech language

# Apply Entries from Customer Card by use of Ctrl-F5 and Applied Entries

10000 The Cannon Group PLC - Customer Ledger Entries

| Posting Date | Document...  | Document No. | Customer... | Description                | Original Amount | Amount      | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt |
|--------------|--------------|--------------|-------------|----------------------------|-----------------|-------------|-----------------|----------|------|--------------|-----|
| 31.12.11     | Invoice      | 00-1         | 10000       | Opening Entries, Customers | 25 389,25       | 25 389,25   | 0,00            | 01.01.12 |      | 08.01.12     |     |
| 31.12.11     | Invoice      | 00-11        | 10000       | Opening Entries, Customers | 63 473,13       | 63 473,13   | 63 473,13       | 31.01.12 | ✓    | 08.01.12     |     |
| 31.12.11     | Invoice      | 00-16        | 10000       | Opening Entries, Customers | 33 852,35       | 33 852,35   | 33 852,35       | 31.01.12 | ✓    | 08.01.12     |     |
| 31.12.11     | Invoice      | 00-3         | 10000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 0,00            | 05.01.12 |      | 08.01.12     |     |
| 31.12.11     | Invoice      | 00-6         | 10000       | Opening Entries, Customers | 67 704,67       | 67 704,67   | 0,00            | 09.01.12 |      | 08.01.12     |     |
| 31.12.11     | Invoice      | 00-9         | 10000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 50 778,50       | 31.01.12 | ✓    | 08.01.12     |     |
| 08.01.12     | Invoice      | 103005       | 10000       | Order 101001               | 8 269,04        | 8 269,04    | 8 269,04        | 05.02.12 | ✓    | 13.01.12     |     |
| 15.01.12     | Credit Me... | 104001       | 10000       | Credit Memo 104001         | -292,84         | -292,84     | -292,84         | 15.01.12 | ✓    |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -25 389,25      | -25 389,25  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -50 778,50      | -50 778,50  | 0,00            | 15.01.12 |      |              |     |
| 15.01.12     | Payment      | 2596         | 10000       | Payment 2012               | -67 704,67      | -67 704,67  | 0,00            | 15.01.12 |      |              |     |
| 18.01.12     | Invoice      | 103018       | 10000       | Order 6005                 | 4 101,88        | 4 101,88    | 4 101,88        | 18.02.12 | ✓    | 26.01.12     |     |
| 23.01.12     | Invoice      | 103001       | 10000       | Invoice 103001             | 8 182,35        | 8 182,35    | 8 182,35        | 23.02.12 | ✓    | 31.01.12     |     |
| 26.01.12     | Invoice      | 103022       | 10000       | Order 1001                 | 1 779,88        | 1 779,88    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103023       | 10000       | Order 1004                 | 2 591,63        | 2 591,63    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103024       | 10000       | Order 1007                 | 2 249,00        | 2 249,00    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103025       | 10000       | Order 1008                 | 156,38          | 156,38      | 156,38          | 26.02.12 | ✓    | 03.02.12     |     |
| 26.01.12     | Invoice      | 103026       | 10000       | Order 1009                 | 1 576,50        | 1 576,50    | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103027       | 10000       | Order 1010                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 26.01.12     | Invoice      | 103028       | 10000       | Order 1011                 | 343,75          | 343,75      | 0,00            | 26.02.12 |      | 03.02.12     |     |
| 09.09.12     | Invoice      | 103029       | 10000       | Order 1012                 | 1 491,63        | 1 491,63    | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     | Invoice      | 103031       | 10000       | Order 1016                 | 120,00          | 120,00      | 0,00            | 09.10.12 |      | 17.09.12     |     |
| 09.09.12     |              | G00001       | 10000       | The Cannon Group PLC       | -100 000,00     | -100 000,00 | -96 124,37      | 09.09.12 | ✓    |              |     |
| 09.09.12     | Payment      | G00003       | 10000       | The Cannon Group PLC       | -156,38         | -156,38     | -156,38         | 09.09.12 | ✓    |              |     |
| 09.09.12     | Payment      | G00008       | 10000       | The Cannon Group PLC       | -30 000,00      | -30 000,00  | -23 379,49      | 09.09.12 | ✓    |              |     |

Payment G00008 - Applied Customer Entries

| Posting Date | Document Type | Document No. | Description | Original Amount | Amount   | Closed by Amount | Entry No. |
|--------------|---------------|--------------|-------------|-----------------|----------|------------------|-----------|
| 26.01.12     | Invoice       | 103022       | Order 1001  | 1 779,88        | 1 779,88 | 1 779,88         | 2776      |
| 26.01.12     | Invoice       | 103023       | Order 1004  | 2 591,63        | 2 591,63 | 2 591,63         | 2779      |
| 26.01.12     | Invoice       | 103024       | Order 1007  | 2 249,00        | 2 249,00 | 2 249,00         | 2782      |

Entry | Navigate | Help



# Enter payment 100 000 into GJ (Customer)

*(another type of Payment application from Customer Ledger Entries : only presentation )*

CLASSIC Classic test - General Journal

Batch Name . . . . . CLASSIC

| Posting Date | Document Type | Document No. | Account Type | Account No. | Description      | Amount      | Bal. | Account No. | T... | Bal. | Total Balance |
|--------------|---------------|--------------|--------------|-------------|------------------|-------------|------|-------------|------|------|---------------|
| 09.09.12     | Payment       | G00005       | Customer     | 20000       | Selangorian Ltd. | -100 000,00 | B... | NBL         |      |      | 0,00          |

Account Name: Selangorian Ltd. Bal. Account Name: New Bank of London

Posting

Microsoft Dynamics NAV Classic

Do you want to post the journal lines?

Ano Ne



Only for the course BPH\_PIS2 in Czech language



The journal lines were successfully posted.

# Open entries from Customer Card by Ctrl-F5 so you can see unapplied payment

*(another type of Payment application from Customer Ledger Entries : only presentation)*

| Posting Date | Document...  | Document No. | Customer... | Description                | Original Amount | Amount      | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt |
|--------------|--------------|--------------|-------------|----------------------------|-----------------|-------------|-----------------|----------|------|--------------|-----|
| 31.12.11     | Invoice      | 00-12        | 20000       | Opening Entries, Customers | 55 010,04       | 55 010,04   | 0,00            | 31.01.12 |      | 31.12.11     | 3   |
| 31.12.11     | Invoice      | 00-14        | 20000       | Opening Entries, Customers | 38 083,88       | 38 083,88   | 38 083,88       | 31.01.12 | ✓    | 31.12.11     | 3   |
| 31.12.11     | Invoice      | 00-2         | 20000       | Opening Entries, Customers | 42 315,42       | 42 315,42   | 0,00            | 05.01.12 |      | 31.12.11     | 3   |
| 31.12.11     | Invoice      | 00-5         | 20000       | Opening Entries, Customers | 25 389,25       | 25 389,25   | 0,00            | 06.01.12 |      | 31.12.11     | 3   |
| 31.12.11     | Invoice      | 00-8         | 20000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 48 845,77       | 12.01.12 | ✓    | 31.12.11     | 3   |
| 12.01.12     | Payment      | 2594         | 20000       | Payment 2012               | -42 315,42      | -42 315,42  | 0,00            | 12.01.12 |      |              |     |
| 12.01.12     | Payment      | 2594         | 20000       | Payment 2012               | -25 389,25      | -25 389,25  | 0,00            | 12.01.12 |      |              |     |
| 12.01.12     | Payment      | 2594         | 20000       | Payment 2012               | -55 010,04      | -55 010,04  | 0,00            | 12.01.12 |      |              |     |
| 15.01.12     | Invoice      | 103008       | 20000       | Order 101004               | 787,40          | 787,40      | 787,40          | 25.01.12 | ✓    | 11.01.12     | 1   |
| 17.01.12     | Invoice      | 103009       | 20000       | Order 101012               | 215,83          | 215,83      | 215,83          | 29.01.12 | ✓    | 15.01.12     | 1   |
| 17.01.12     | Credit Me... | 104002       | 20000       | Credit Memo 104002         | -787,40         | -787,40     | 0,00            | 17.01.12 |      |              |     |
| 20.01.12     | Credit Me... | 104003       | 20000       | Credit Memo 104003         | -1 145,33       | -1 145,33   | 0,00            | 20.01.12 |      |              |     |
| 23.01.12     | Invoice      | 103014       | 20000       | Order 101007               | 1 145,33        | 1 145,33    | 1 145,33        | 30.01.12 | ✓    | 16.01.12     | 1   |
| 23.01.12     | Invoice      | 103002       | 20000       | Invoice 103002             | 6 971,78        | 6 971,78    | 6 971,78        | 06.02.12 | ✓    | 23.01.12     | 2   |
| 09.09.12     | Payment      | G00005       | 20000       | Selangorian Ltd.           | -100 000,00     | -100 000,00 | -100 000,00     | 09.09.12 | ✓    |              |     |



Only for the course  
BPH\_PIS2 in Czech language

From Function Button  Enter Shift-F9

# Apply open payment to more than one open invoices

*(another type of Payment application from Customer Ledger Entries : only presentation)*

Choice of two invoices by use of **F9** key and then

| Applies-to ID | Posting Date | D... T... No. | Customer No. | Description                | Remaining Amount | Appl. Remaining |
|---------------|--------------|---------------|--------------|----------------------------|------------------|-----------------|
|               | 31.12.11     | I... 00-14    | 20000        | Opening Entries, Customers | 38 083,88        | 38 083,88       |
|               | 31.12.11     | I... 00-8     | 20000        | Opening Entries, Customers | 48 845,77        | 48 845,77       |
|               | 15.01.12     | I... 103008   | 20000        | Order 101004               | 787,40           | 787,40          |
|               | 17.01.12     | I... 103009   | 20000        | Order 101012               | 215,83           | 215,83          |
|               | 23.01.12     | I... 103014   | 20000        | Order 101007               | 1 145,33         | 1 145,33        |
|               | 23.01.12     | I... 103002   | 20000        | Invoice 103002             | 6 971,78         | 6 971,78        |

Set Applies-to ID F9  
**Post Application... F11**  
Show Only Selected Entries to Be Applied

Post Application

General

Document No. . . . . G00005

Posting Date . . . . . 09.09.12

OK Cancel Help



# Applied Entries from Entry button

*(another type of Payment application from Customer Ledger Entries : only presentation)*



Only for the course  
BPH\_PIS2 and MPH\_RIOP  
in Czech language

20000 Selangorian Ltd. - Customer Ledger Entries

| Posting Date | Document...  | Document No. | Customer... | Description                | Original Amount | Amount      | Remaining Am... | Due Date | Open | Pmt. Disc... | Pmt |
|--------------|--------------|--------------|-------------|----------------------------|-----------------|-------------|-----------------|----------|------|--------------|-----|
| 31.12.11     | Invoice      | 00-12        | 20000       | Opening Entries, Customers | 55 010,04       | 55 010,04   | 0,00            | 31.01.12 |      | 31.12.11     |     |
| 31.12.11     | Invoice      | 00-14        | 20000       | Opening Entries, Customers | 38 083,88       | 38 083,88   | 38 083,88       | 31.01.12 | ✓    | 31.12.11     |     |
| 31.12.11     | Invoice      | 00-2         | 20000       | Opening Entries, Customers | 42 315,42       | 42 315,42   | 0,00            | 05.01.12 |      | 31.12.11     |     |
| 31.12.11     | Invoice      | 00-5         | 20000       | Opening Entries, Customers | 25 389,25       | 25 389,25   | 0,00            | 06.01.12 |      | 31.12.11     |     |
| 31.12.11     | Invoice      | 00-8         | 20000       | Opening Entries, Customers | 50 778,50       | 50 778,50   | 48 845,77       | 12.01.12 | ✓    | 31.12.11     |     |
| 12.01.12     | Payment      | 2594         | 20000       | Payment 2012               | -42 315,42      | -42 315,42  | 0,00            | 12.01.12 |      |              |     |
| 12.01.12     | Payment      | 2594         | 20000       | Payment 2012               | -25 389,25      | -25 389,25  | 0,00            | 12.01.12 |      |              |     |
| 12.01.12     | Payment      | 2594         | 20000       | Payment 2012               | -55 010,04      | -55 010,04  | 0,00            | 12.01.12 |      |              |     |
| 15.01.12     | Invoice      | 103008       | 20000       | Order 101004               | 787,40          | 787,40      | 787,40          | 25.01.12 | ✓    | 11.01.12     |     |
| 17.01.12     | Invoice      | 103009       | 20000       | Order 101012               | 215,83          | 215,83      | 215,83          | 29.01.12 | ✓    | 15.01.12     |     |
| 17.01.12     | Credit Me... | 104002       | 20000       | Credit Memo 104002         | -787,40         | -787,40     | 0,00            | 17.01.12 |      |              |     |
| 20.01.12     | Credit Me... | 104003       | 20000       | Credit Memo 104003         | -1 145,33       | -1 145,33   | 0,00            | 20.01.12 |      |              |     |
| 23.01.12     | Invoice      | 103014       | 20000       | Order 101007               | 1 145,33        | 1 145,33    | 0,00            | 30.01.12 |      | 16.01.12     |     |
| 23.01.12     | Invoice      | 103002       | 20000       | Invoice 103002             | 6 971,78        | 6 971,78    | 0,00            | 06.02.12 |      | 23.01.12     |     |
| 09.09.12     | Payment      | G00005       | 20000       | Selangorian Ltd.           | -100 000,00     | -100 000,00 | -91 882,89      | 09.09.12 | ✓    |              |     |

Entry Functions Navigate Help

Payment G00005 - Applied Customer Entries

| Posting Date | Document Type | Document No. | Description    | Original Amount | Amount   | Closed by Amount | Entry No. |
|--------------|---------------|--------------|----------------|-----------------|----------|------------------|-----------|
| 23.01.12     | Invoice       | 103014       | Order 101007   | 1 145,33        | 1 145,33 | 1 145,33         | 2696      |
| 23.01.12     | Invoice       | 103002       | Invoice 103002 | 6 971,78        | 6 971,78 | 6 971,78         | 2706      |



Only for the course BPH\_PIS2 in Czech language

# Amount transfer from one account to another one and Reverse

Account 2910 (261000 in Czech CHoA)  
must have Direct Posting ticked

CLASSIC Classic test - General Journal

Batch Name . . . . . CLASSIC

| Posting Date | Document Type | Document No. | Account Type | Account No. | Description | G... G...<br>G... B... P...<br>P... P... P...<br>T... G... G... Amount | Bal.<br>A... Bal.<br>T... Account No. | Bal. Bal.<br>Bal. G... G...<br>G... B... P... A...<br>P... P... P... D... Ap<br>T... G... G... T... Do |
|--------------|---------------|--------------|--------------|-------------|-------------|--|---------------------------------------|--|
| 09.09.12     |               | G00007       | G/L Account  | 2910        | Cash        | 1 000,00   | B.. NBL                               |  |



2910 Cash - General Ledger Entries

| Posting Date | D... Document T... No. | G/L Account No. | Description | G... G... G...<br>P... B... P...<br>T... P... P... Amount | Bal.<br>A... Bal.<br>T... Account No. | Entry No. |
|--------------|------------------------|-----------------|-------------|---|---------------------------------------|-----------|
| 09.09.12     | G00007                 | 2910            | Cash        | 1 000,00  | B.. NBL                               | 3320      |
| 09.09.12     | G00007                 | 2920            | Cash        | -1 000,00   | G.. 2910                              | 3321      |

Entry Functions Navigate Help



Reverse Transaction...

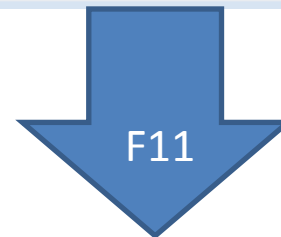


Only for the course  
BPH\_PIS2 in Czech language



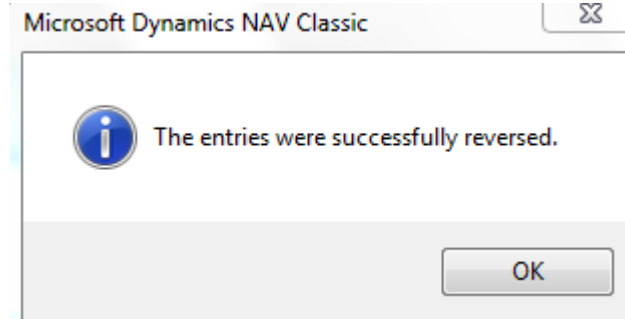
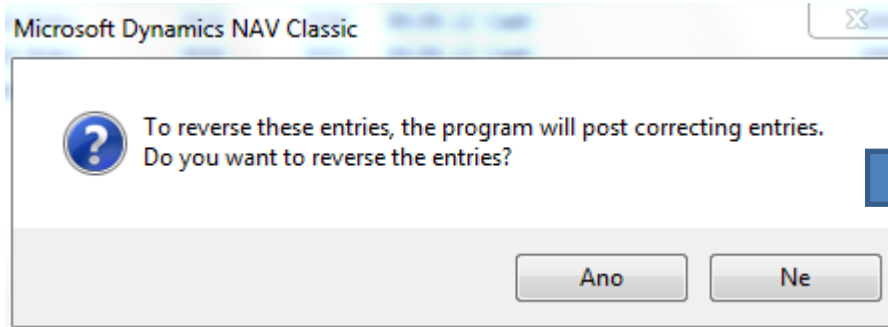
# Amount transfer from one account to another one and Reverse

| Transacti... | Entry Type      | Account No. | Entry No. | Posting D... | Description | D... Documen... |  |
|--------------|-----------------|-------------|-----------|--------------|-------------|-----------------|--|
| ▶            | 366 G/L Entry   | 2910        | 3320      | 09.09.12     | Cash        | G00007          |  |
|              | 366 G/L Entry   | 2920        | 3321      | 09.09.12     | Cash        | G00007          |  |
|              | 366 Bank Acc... | NBL         | 3321      | 09.09.12     | Cash        | G00007          |  |



Only for the course  
BPH\_PIS2 in Czech language

# Amount transfer from one account to another and Reverse



G/L Registers

| No. | Creation Date | User ID | Source Code | Journal Batch Name | From Entry No. | To Entry No. | From VAT Entry No. |
|-----|---------------|---------|-------------|--------------------|----------------|--------------|--------------------|
| 146 | 14.10.14      |         | REVERSAL    |                    | 3304           | 3305         | 89!                |
| 147 | 15.10.14      |         | GENJNL      | CLASSIC            | 3306           | 3307         | 89!                |
| 148 | 15.10.14      |         | UNAPPSALES  |                    | 3308           | 3309         | 89!                |
| 149 | 15.10.14      |         | GENJNL      | CLASSIC            | 3310           | 3311         | 89!                |
| 150 | 15.10.14      |         | GENJNL      | CLASSIC            | 3312           | 3313         | 89!                |
| 151 | 15.10.14      |         | UNAPPSALES  |                    | 3314           | 3315         | 89!                |
| 152 | 15.10.14      |         | SALESAPPL   |                    | 3316           | 3317         | 89!                |
| 153 | 15.10.14      |         | GENJNL      | CLASSIC            | 3318           | 3319         | 89!                |
| 154 | 15.10.14      |         | GENJNL      | CLASSIC            | 3320           | 3321         | 89!                |
| 155 | 15.10.14      |         | REVERSAL    |                    | 3322           | 3323         | 89!                |

Register Functions Help



# Amount transfer from one account to another and Reverse

2920 Bank, LCY - General Ledger Entries

| Posting Date | D... Document T... No. | G/L Account No. | Description | G... P... T... | G... B... P... | G... P... P... | Amount    | Bal. A... T... | Bal. Account No. | Entry No. |
|--------------|------------------------|-----------------|-------------|----------------|----------------|----------------|-----------|----------------|------------------|-----------|
| 09.09.12     | G00007                 | 2920            | Cash        |                |                |                | 1 000,00  | G..            | 2910             | 3322      |
| 09.09.12     | G00007                 | 2910            | Cash        |                |                |                | -1 000,00 | B..            | NBL              | 3323      |
|              |                        |                 |             |                |                |                |           |                |                  |           |
|              |                        |                 |             |                |                |                |           |                |                  |           |
|              |                        |                 |             |                |                |                |           |                |                  |           |
|              |                        |                 |             |                |                |                |           |                |                  |           |

Entry Functions Navigate Help



Only for the course  
BPH\_PIS2 in Czech language

# End of the section XIII.

