

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 can 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

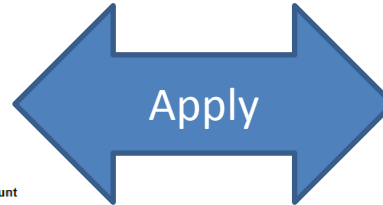
Phone No. +44-161 818192
Fax No. +44-161 818100
VAT Reg. No. GB77777777
Giro No. 888-9999
Bank World Wide Bank
Account No. 99-99-888

Bill-to Customer No. 10000

26. January 2012

VAT Registration No. 789456278
Salesperson Peter Saddow

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	
Total GBP Excl. VAT								1 423,90
25% VAT								355,98
Total GBP Incl. VAT								1 779,88

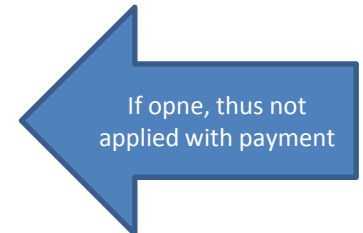
VAT Amount Specification

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
Total		1 423,90	1 423,90	0,00	1 423,90	355,98

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

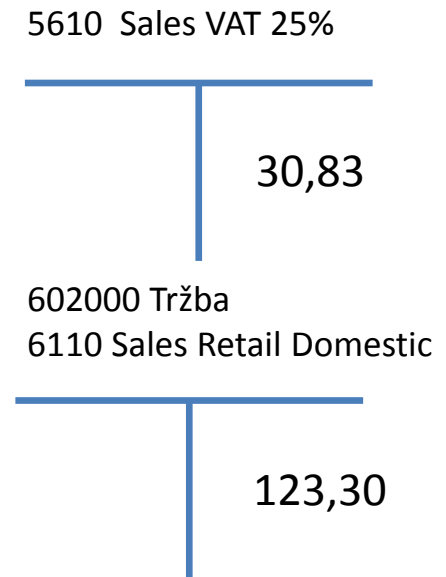
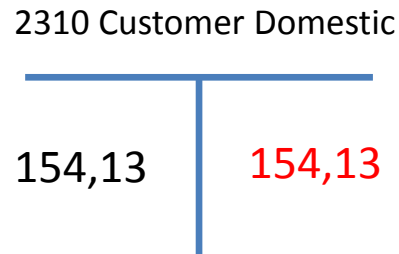
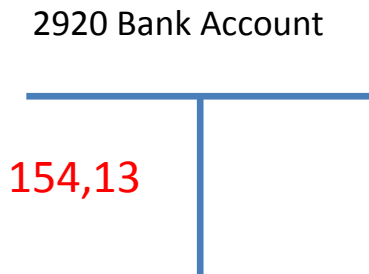
From customer 10000 by Ctrl-F5

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
11.12.13	Invoice	103044	6110	Order 1057	S.. N.. R.. -123,30	G/L A... ▾
11.12.13	Invoice	103044	5610	Order 1057		-30,83 G/L Account
11.12.13	Invoice	103044	2310	Order 1057		154,13 G/L Account



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. Bal. G... G... P... P... P... D... 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			✓
CLASSIC	Classic test	Bank Account	NBL	GJNL-GEN			✓
▶ DEFAULT	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. Bal. G... G... P... P... P... D... G... G... T...	Applies-to Doc. No.	Applies-to ID
*▶	09.09.12	G00003	G..		0,00 B.. NBL			

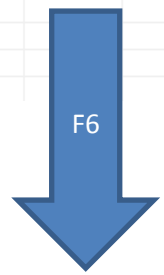
Entering data to G/L and Apply

Batch Name CLASSIC

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

Use F6 to choose appropriate values

Customer number **10000** represents also
G/L account number 2310 – see tab invoicing and Customer Posting Group=Domestic



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

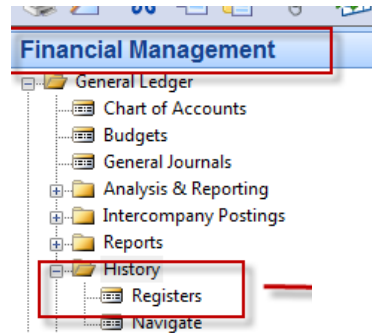
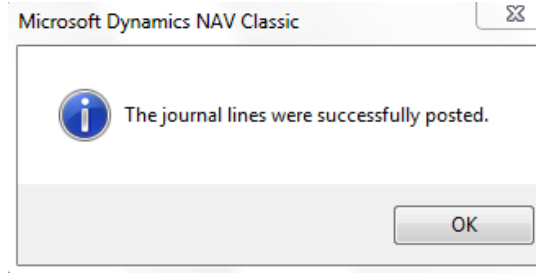
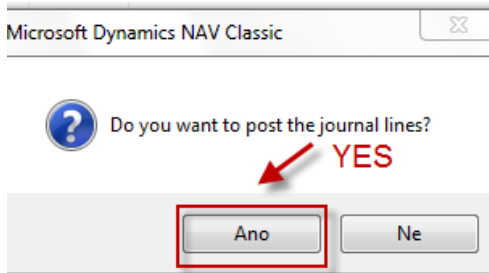
OK Cancel Entry Application Navigate



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	

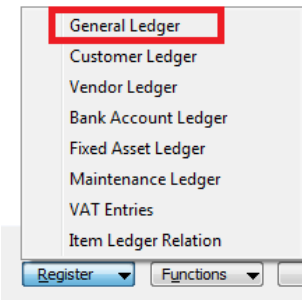
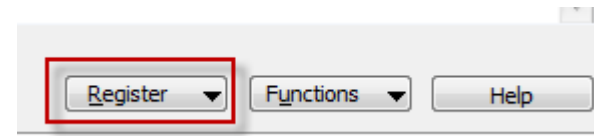
Post GJ with correct data by F11



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

156,38		
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2310 Customer Domestic

156,38		156,38
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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			

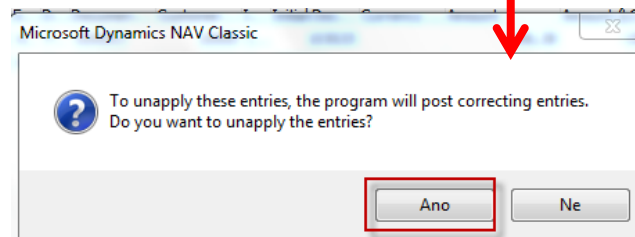
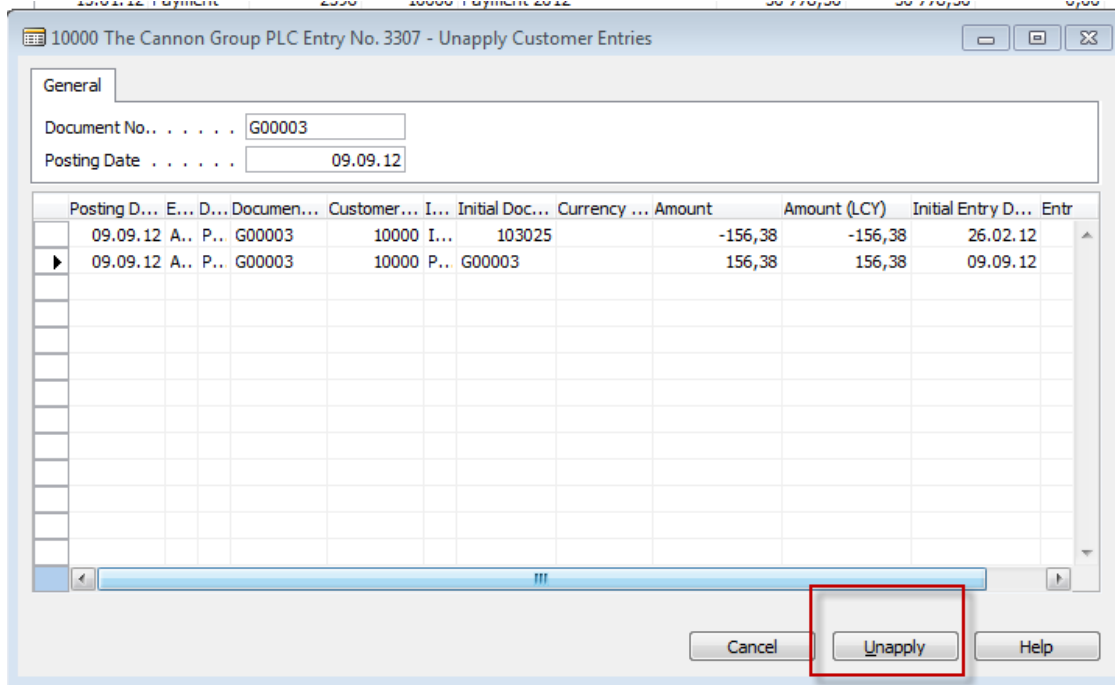
Entry Functions Navigate Help

Apply Entries Shift+F9

Unapply Entries...

Reverse Transaction...

Unapply in Customer Ledger Entry



See next slide

Unapply in Customer Ledger Entry

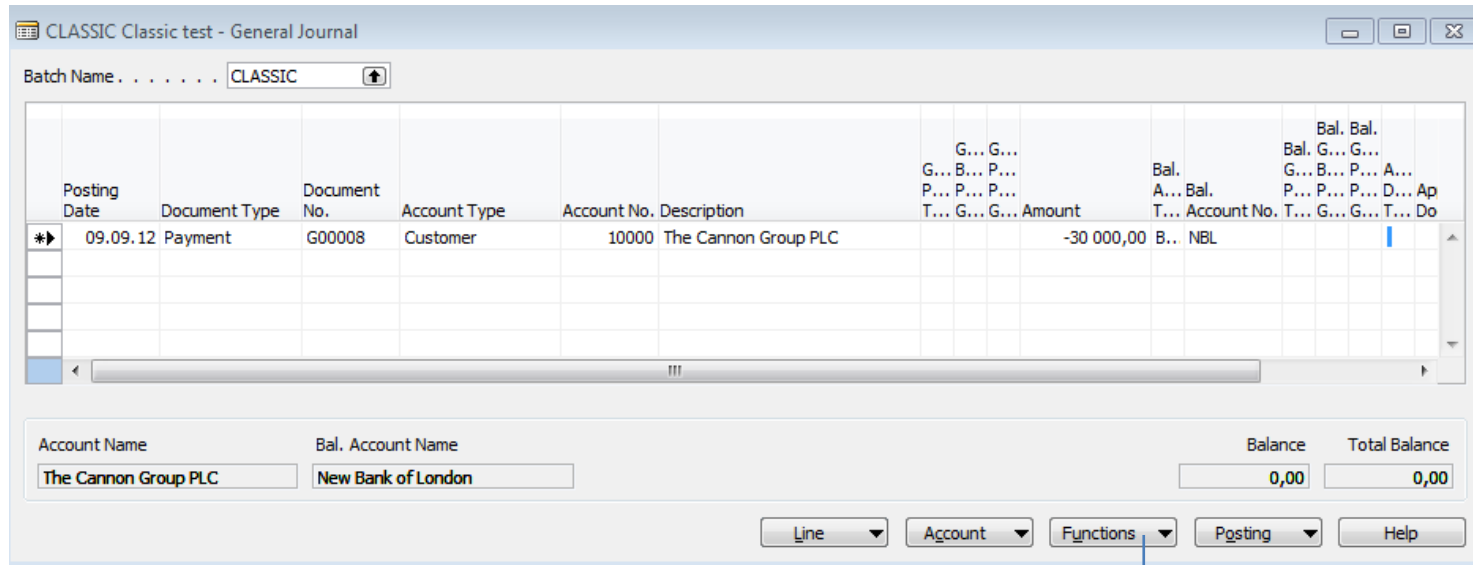
10000 The Cannon Group PLC - Customer Ledger Entries

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

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... Document T... No.	Customer No.	Description	Remaining Amount	Appl. Remaining Am...	Amount to Apply	Appl. Amount to Apply	Due Date	Pr 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... 6 620,51 Pmt. Disc. Am... 0,00 Rounding 0,00 Applied Amount 6 620,51 Available Amo... -30 000,00 Balance -23 379,49

OK Cancel Entry Application Navigate Help

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
OK	Cancel	Entry	Application	Navigate	Help

CLASSIC Classic test - General Journal

Batch Name CLASSIC

Type	Document No.	Account Type	Account No.	Description	G... G... G... B... P... P... P... P... T... G... G...	Amount	Bal. A... Bal. T...	Account No.	Bal. Bal. Bal. G... G... G... B... P... A... P... P... P... D... T... G... G... T...	Applies-to Doc. No.	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

Post (F11)

Post and Print (Shift+F11)

Reconcile (Ctrl+F9)

Test Report...

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

The image shows a screenshot of the SAP Customer Ledger Entries window for '10000 The Cannon Group PLC'. The main table lists various transactions with columns for Posting Date, Document, Document No., Customer, Description, Original Amount, Amount, Remaining Amount, Due Date, Open status, and Payment/Discount details. A red box highlights the 'Amount' column for three invoices: 1779,88 (Order 1001), 2591,63 (Order 1004), and 2249,00 (Order 1007). A blue double-headed arrow indicates the flow of these amounts to the 'Applied Customer Entries' dialog box. The dialog box shows a table of applied entries with columns for Posting Date, Document Type, Document No., Description, Original Amount, Amount, Closed by Amount, and Entry No. The applied entries correspond to the highlighted invoices in the main table.

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

Amount transfer from one account to another one and Reverse

Account 2910 must have Direct Posting ticked

CLASSIC Classic test - General Journal **This represents transefr of 1000 from bank to cash account after F11**

Batch Name CLASSIC

Posting Date	Document Type	Document No.	Account Type	Account No.	Description	G... G... G... G... B... P... P... P... P... T... G... G...	Amount	Bal. A... Bal. T... Account No.
10.12.14		G00012	G/L Account	2910	Cash		1 000,00	B.. NBL



Financial Management

- General Ledger
 - Chart of Accounts
 - Budgets
 - General Journals
 - Analysis & Reporting
 - Intercompany Postings
 - Reports
 - History
 - Registers** →

G/L Registers

No.	Creation Date	User ID	Source Code	Journal Batch Name	From Entry No.	To Entry No.	From VAT Entry No.
314	02.11.15		SALES		3986	3988	99
315	02.11.15		INVTPOST		3989	3990	99
316	02.11.15		SALES		3991	3993	99
317	04.11.15		GENJNL	CLASSIC	3994	3995	99

Register Functions Nápořevěda



2910 Cash - General Ledger Entries

Posting Date	Document Type	Document No.	G/L Account No.	Description	Department Code	G... G... G... P... B... P... T... P... P...	Amount	Bal. A... Bal. T... Account No.
10.12.14		G00012	2910	Cash			1 000,00	B.. NBL
10.12.14		G00012	2920	Cash			-1 000,00	G.. 2910

Reversing created G/L entry

2910 Cash - General Ledger Entries

Posting Date	Document Type	Document No.	G/L Account No.	Description	Department Code	G... G... G... P... B... P... T... P... P... Amount	Bal. A... Bal. T... Account No.	Entry No.
10.12.14		G00012	2910	Cash		1 000,00	B.. NBL	3994
10.12.14		G00012	2920	Cash		-1 000,00	G.. 2910	3995

Entry Functions Navigate Nápověda

Reverse Transaction...

G/L Account 2910 Cash - Reverse Transaction Entries

Transacti...	Entry Type	Account No.	Entry No.	Posting D...	Description	D... Documen...
602	G/L Entry	2910	3994	10.12.14	Cash	G00012
602	G/L Entry	2920	3995	10.12.14	Cash	G00012
602	Bank Acc...	NBL	3995	10.12.14	Cash	G00012

F11

Posting Date	Document Type	Document No.	G/L Account No.	Description	Department Code	G... G... G... P... B... P... T... P... P... Amount	Bal. A... Bal. T... Account No.
10.12.14	Credit Memo	104011	2310	Credit Memo 1002		-154,13	G..
10.12.14		G00012	2910	Cash		1 000,00	B.. NBL
10.12.14		G00012	2920	Cash		-1 000,00	G.. 2910
10.12.14		G00012	2920	Cash		1 000,00	G.. 2910
10.12.14		G00012	2910	Cash		-1 000,00	B.. NBL

End of the section XIII.

