



Vision for the Future!

General Ledger

Business Management Software

Enterprise Edition



General Ledger



Accounts Payable



Payroll



Human Resources



Warehouse



Fixed Assets



Receivables



Security

The General Ledger module (GL) is the center point of the CSA software package. It is a Fund Accounting, double entry, and encumbrance environment. GL is where you define your account code structure. Accounts Payable and Payroll make adjusting entries through journal entries. You may view or print hard copies of all transactions and account status through filters such as entry date, number or account code. The General Ledger will support the account code your state or district requires. Multiple bank accounts, bank reconciliation, check printing, and posting of transactions are accomplished without repetitive data entry.

- General Ledger
- Journal Adjustments
- Transaction Inquiry
- Banking
- Chart of Accounts
- Budgeting
- Reports
- Utilities
- Configuration

Journal Entries No Need To Use It Often

The GL module allows for Journal Entry and posting of individual journal entries and for reversing of entries all while keeping a comprehensive audit trail. The system provides memo fields and description fields for the documentation of all adjusting entries. You will not be allowed to post entries that cause a fund to be out of balance.

Account Status Instant Access

Using the Accounts Register screen, you can filter to any accounts and view on-line, the up to the second status of the account. Opening and closing balances are clearly displayed along with all "in process" activities such as encumbrances, pending requisitions, budget balance and uncommitted budget balances. All the information you need to evaluate the account in questions is available to you.

View Transactions What Has Been Going On

The View Transactions screen allows you to review on-line all YTD transactions. The view can be customized to your liking using filtering by transaction entry number, date range or reference code. Account balances and totals will be shown for those transactions selected from the criteria applied. You can also specify account code grouping masks.

Journal Detail

Filter Criteria
 Account Filter: ????.???.???
 Collapse Mask: ????.???.???
 Type
 Transaction
 Budget
 Encumbrance
 Apply Selection
 Clear Selection

Transaction Journal | Budget Journal | Encumbrance Journal

Range Selection (From / Through)
 PO Number: [] [] Req Number: [] []
 Entry Date: (None) [] (None) []

Date	Account	Line Memo	Encumbrance	Amount	Req. No.	PO No.	User
12/6/2001	001.00.100.5440		EXCESS	\$250.00	100110	990068	Bruceb
11/28/2001	001.00.100.5440		ACTUAL	\$150.00	100110	990068	Bruceb
11/28/2001	001.00.100.5440		ACTUAL	\$100.00	100110	990068	Bruceb
11/28/2001	001.00.100.5440		ACTUAL	\$200.00	100110	990068	Bruceb
11/28/2001	001.00.100.5440		ACTUAL	\$200.00	100110	990068	Bruceb
11/28/2001	001.00.100.5720		ACTUAL	(\$149.66)	100109	990065	SGreen
11/28/2001	001.00.100.5720		ACTUAL	\$0.00	100109	990065	SGreen
11/28/2001	001.00.100.5720		ACTUAL	\$149.66	100109	990065	SGreen
11/28/2001	001.00.100.5610		ACTUAL	(\$125.63)	100109	990065	SGreen
11/28/2001	001.00.100.5610		ACTUAL	\$125.63	100109	990065	SGreen
11/28/2001	001.00.100.5610		ACTUAL	(\$125.63)	100109	990065	SGreen
11/28/2001	001.00.100.5610		ACTUAL	\$251.26	100109	990065	SGreen
11/28/2001	001.00.100.5710		ACTUAL	\$199.99	100108	990066	SGreen

Amount: \$76,015,883.26

The Journal Detail screen provides complete detail for any account code you wish to review. The transaction, budget and encumbrance journals are all available by clicking on the appropriate data.

Check Manager As Easy As Your Checkbook

Both the Payroll and the Accounts Payable modules produce vouchers (batches of 1 to many) for check printing in the Check Manager. AP and PR checks are printed separately. Password protected digitized signatures and MICR code printing is included. When the need arises manual or individual checks can be created. Easy look-up of all YTD checks through the check register is at your fingertips.

Bank Deposits The Easy Way to Record Revenues

The Deposit Manager is similar to the Check Manager, except you are dealing with revenues. This process is like filling in an online deposit slip with account information. The system makes all necessary revenue entries into the GL. Your deposit register is available for viewing or printing at any time.

Reconciliation It's a Snap

Reconciling multiple bank accounts is no hassle for this system using the Bank Statements screen. Moving between bank accounts is quick and easy. Clearing check and deposits is a Windows point and click operation. Checks can also be automatically cleared from a file downloaded from your bank.

Budgeting Provides for a Working Budget

Besides allowing the movement of the last years budget to this years working budget, you can view prior year figures as well as the current, adopted, and working budgets. The system keeps a running on-screen total of all adjustments as they are made. A click of the mouse moves the necessary information to the General Ledger.

Chart of Accounts Have It Your Way

Using this screen you are able to string together account codes into a chart of accounts that meets your needs. Accounts are defined by type i.e., Asset, Liability, Expenditure, Revenues or Transfers In/Out. You name the accounts code string so that is easy to understand and use by your staff.

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