



SECURITY ACCESS

Comprehensive security access means that if required, each user can only have access to their own department, workgroup, team, job type, data, etc. and this access can be for enquiries and/or for posting.

MULTIPLE LEDGERS

Agresso QL Financials allows up to 999 ledgers "look & feel" and a separate control account with the General Ledger. By using this functionality a multi-company environment can be created within a single set of books.

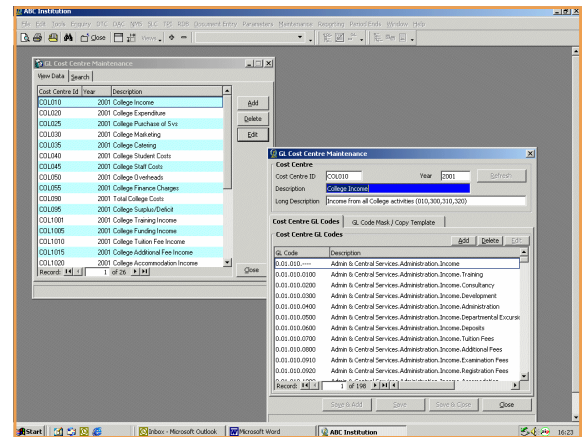
CODE STRUCTURE

Agresso QL has a 64 character basic code structure, from which the user can define up to 15 major sections. The length of the structure, number of sections and any section length, are user-defined. The number of sections can be different depending on the part of the Chart of Accounts that is being referred to. Hence a Balance Sheet code might only have three sections, whilst a Profit & Loss code might have six.

COST CENTRES

Cost centres can be defined as part of the coding structure of the General Ledger or as a separate code structure. This structure has an 8 digit alpha numeric code.

General Ledger codes are then associated with each cost centre. These codes can be taken from any part of the Chart of Accounts. Enquiries and reports are available on this separate cost centre structure. The advantage of this approach is that the design of the Chart of Accounts does not need to consider how cost centres are used. Also cost centres can be changed at any time. Agresso QL keeps track of historical cost centre definitions, thereby allowing past years' analysis to be reproduced.

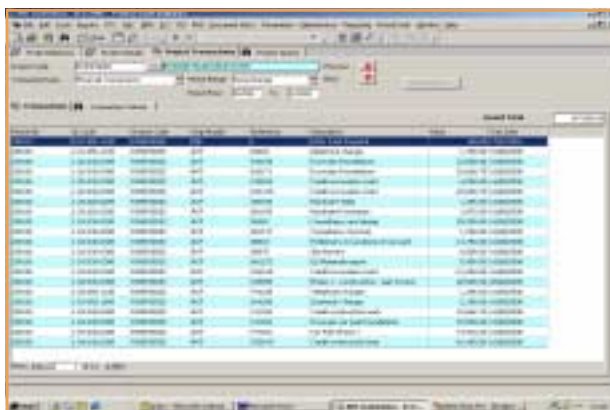


PROJECT ACCOUNTING

Agresso QL allows a separate structure to be defined for project analysis. This structure has a 15 digit alpha numeric code. Balances and budgets are held against each project, therefore providing the ability to report and to analyse variances against budgets.

Unlike cost centres, where General Ledger codes are associated with each cost centre, project codes are associated with financial transactions. Project codes are entered during financial document entry.

The advantage of this approach is that the design of the Chart of Accounts does not need to consider how project codes are used.



RESPONSIBLE PERSONS

All codes/structures can be designated as having a "responsible person". This allows full reporting by this identity. An example is where there are budget holders within an organisation.

WILD CARDS

Wild card searches are used extensively throughout Agresso QL for enquiries and reports.

CODE LOOK-UP

Codes can be referenced by name, i.e. names can be attached to codes and users can retrieve codes by use of these meaningful names. Full wild card searching on names and code structure is available. The security access masks for a user are maintained at all times.

BUDGETS

The budgets held in the General Ledger module are defined as the 'current working budget set'. They can be uploaded from third party software such as a spreadsheet or directly entered.

Budgets are available for:

- General Ledger code
- Cash Accounting
- Projects
- Departments

Level 3	Level 4	GL Code	Opening Balance	Closing Balance	Net Movement	Variance
---	---	010-0000	110.00	110.00	110.00	110.00
---	---	010-0000	870.00	870.00	870.00	870.00
010 - Income	0100 - Training	0101.010...	-4,075.00	-4,075.00	-4,075.00	-4,075.00
010 - Income	0200 - Consultancy	0101.010...	-200.00	-200.00	-200.00	-200.00
010 - Income	0300 - Development	0101.010...	-450.00	-450.00	-450.00	-450.00
010 - Income	0400 - Administration	0101.010...	-3,349,408.50	-3,349,408.50	-3,349,408.50	-3,349,408.50
010 - Income	0500 - Departmental Excursions	0101.010...	-100.00	-100.00	-100.00	-100.00
010 - Income	0600 - Project Recharges	0101.010...	0.00	0.00	0.00	0.00
010 - Income	0700 - Tuition Fees	0101.010...	-6,598.13	-6,598.13	-6,598.13	-6,598.13
010 - Income	0800 - Additional Fees	0101.010...	-402.50	-402.50	-402.50	-402.50
010 - Income	1800 - Accommodation	0101.010...	-21,750.00	-21,750.00	-21,750.00	-21,750.00
010 - Income	2000 - Management	0101.010...	-724.42	-724.42	-724.42	-724.42
010 - Income	3000 - Telephone Income	0101.010...	-501.50	-501.50	-501.50	-501.50
010 - Income	9300 - Car Park Income	0101.010...	-130.00	-130.00	-130.00	-130.00
010 - Income	9400 - Library Fines	0101.010...	552.50	552.50	552.50	552.50
020 - Expenditure	0200 - Consultancy	0101.020...	335.00	335.00	335.00	335.00
020 - Expenditure	0300 - Development	0101.020...	49,929.50	49,929.50	49,929.50	49,929.50
020 - Expenditure	0400 - Administration	0101.020...	12,705.00	12,705.00	12,705.00	12,705.00
020 - Expenditure	0500 - Departmental Excursions	0101.020...	1,000.00	1,000.00	1,000.00	1,000.00

GENERAL LEDGER CODE BUDGETS

There are two main types of budget held for each code:

- The budget entered directly to the code, the non-accumulated or direct budget
- The budget entered directly to the code **plus** the budgets made up of all subsidiary codes, the accumulated or summary budget.

PROJECT AND CASH ACCOUNTING BUDGETS

These are codes that are entered by the user, and not uplifted from third party software. They do **not** have accumulated and non-accumulated budgets as there is no hierarchical structure to the code.

The Agresso QL Budget Management Module provides further facilities for budget planning, calculation, phasing, forecasting etc.

REPORT WRITER

The Report Writer built into the General Ledger provides the ability to select any combination of accounts and values from the chart and to report these using familiar and flexible presentation software.

Code	Name	Value
01	Income	12,705.00
02	Expenditure	12,705.00
03	Income	12,705.00
04	Expenditure	12,705.00
05	Income	12,705.00
06	Expenditure	12,705.00
07	Income	12,705.00
08	Expenditure	12,705.00
09	Income	12,705.00
10	Expenditure	12,705.00
11	Income	12,705.00
12	Expenditure	12,705.00
13	Income	12,705.00
14	Expenditure	12,705.00
15	Income	12,705.00
16	Expenditure	12,705.00
17	Income	12,705.00
18	Expenditure	12,705.00
19	Income	12,705.00
20	Expenditure	12,705.00
21	Income	12,705.00
22	Expenditure	12,705.00
23	Income	12,705.00
24	Expenditure	12,705.00
25	Income	12,705.00
26	Expenditure	12,705.00
27	Income	12,705.00
28	Expenditure	12,705.00
29	Income	12,705.00
30	Expenditure	12,705.00
31	Income	12,705.00
32	Expenditure	12,705.00
33	Income	12,705.00
34	Expenditure	12,705.00
35	Income	12,705.00
36	Expenditure	12,705.00
37	Income	12,705.00
38	Expenditure	12,705.00
39	Income	12,705.00
40	Expenditure	12,705.00
41	Income	12,705.00
42	Expenditure	12,705.00
43	Income	12,705.00
44	Expenditure	12,705.00
45	Income	12,705.00
46	Expenditure	12,705.00
47	Income	12,705.00
48	Expenditure	12,705.00
49	Income	12,705.00
50	Expenditure	12,705.00

Any number of report templates can be defined and saved for future use. Within the template the user selects the values to be shown in the columns of the report from a drop-down list of available fields. The rows of the report can either hold simple text headings or specify nominal accounts for which the values are to be reported. Within each row definition, single accounts, ranges of accounts or many ranges of accounts can be specified. In this way, reports can be defined for groupings of accounts regardless of their relative position in the chart.

The results of the report template are either output directly to the Janus Grid for further analysis and presentation or saved as a CSV file for final manipulation using Excel. This CSV file thus becomes the live data source which can be organised using all the familiar presentation and formatting capabilities of this familiar spreadsheet software.

ACCUMULATED AND DIRECT BALANCES

Agresso QL's General Ledger code structure has automatic accumulation of financial balances up through the Chart of Accounts. Hence any financial (or statistical data) posted at a lower level in the Chart of Accounts is immediately reflected in all the levels above the posting level. All enquiries and reports allow the user to swap between analysing accumulated financial balances and transactions, and directly posted balances and transactions. The directly posted balance only reflects the financial figures posted to the specific code.

ENQUIRIES

From within each option a full range of enquiries can be made, e.g.

- Direct/accumulated balances
- All financial transactions
- Current period or specific period (history or forward)
- Year
- Commitments
- Budgets
- Cash accounting
- Document tracking
- Statistics (direct and accumulated) etc.

Period No	GL Code	Org Module	Batch Number	Reference	Description	Value	Trn Date	User	Creation
200101	1.02.020.0200	ACP	NS0000000000	C21079	Credit hardware purcha...	-3,750.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	C21079	Credit hardware purcha...	-3,750.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	C41729	Credit hardware purcha...	-2,795.00	16/01/1998	MP	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	C21406	Credit hardware purcha...	-2,750.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	C39460	Credit hardware costs	-2,450.00	16/01/1998	MP	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	C21240	Credit hardware purcha...	-2,450.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	C00419	Credit hardware purcha...	-1,500.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	POP	NS0000000000	118	POR - RS-6000 16 Mbyt...	0.00	02/02/1998	GO	02/02/19
200101	1.02.020.0200	ACP	NS0000000000	719071	Hardware Purchases	3,010.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	120	HW - RS-6000 16 Mbyt...	3,010.00	02/02/1998	GO	02/02/19
200101	1.02.020.0200	ACP	NS0000000000	103197	Hardware Purchases	3,025.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	316279	Hardware Purchases	3,100.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	004175	Hardware Purchases	3,750.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	316241	Hardware Purchase	3,760.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	719083	Hardware Purchases	4,100.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	004161	Hardware Purchases	4,200.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	316280	Hardware Purchases	4,200.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	20536	Hardware Purchases	6,425.00	16/01/1998	MP	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	004225	Hardware Purchases	6,425.00	16/01/1998	MP	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	101668	Hardware Purchases	6,500.00	16/01/1998	RB	31/01/19
200101	1.02.020.0200	ACP	NS0000000000	316298	Hardware Purchases	6,800.00	16/01/1998	RB	31/01/19

In addition, the system allows any transaction to be expanded and total drill-down facilities are available for the user to find the original documents that make up that balance e.g. purchase orders. Additionally in many areas on-line graphs are available to view.



JOURNALS

A wide variety of journals are available within Agresso QL General Ledger, where each line can have notes with action dates/periods attached, allowing a complete diary to be maintained.

The following journal types are available:

- Normal financial journals
- Standing journals
- Reversing journals
- Regular recurring journals
- Allocation journals
- Forward period journals
- Commitment journals
- Year end journals
- Cash accounting journals
- Import routines

All journals can have a responsible person attached to them for approval, they can be suspended if required, and posted by a batch posting routine.

CASH ACCOUNTING

A complete Cash Accounting structure can be set up in Agresso QL with its own budgets and reporting and enquiry facilities. Cash transactions generated in any other module automatically update this structure. Any adjustments required can be implemented via the use of cash accounting journal.

COMMITMENT ACCOUNTING

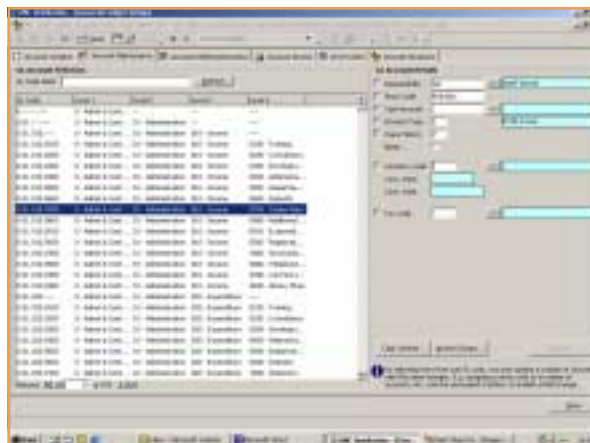
Agresso QL Financials fully supports commitment accounting. Commitments can be generated in the purchasing cycle and in the wages cycle. For any adjustments required, a commitment journal is available that reserves itself in any period defined by the user.

STATISTICAL ACCOUNTING

Agresso QL allows statistics to be maintained and updated against each code. These statistics can be used for a variety of posting and calculation processes. As with financial values they are accumulated automatically within the coding structure. Other modules within Agresso QL can update statistical information held in the General Ledger.

HISTORY

This is completely user-defined and can be for as many years as required. Agresso QL insists the General Ledger history is by complete financial year so that appropriate comparisons can be made.



INTEGRATION

The General Ledger can stand alone or can integrate with all other Agresso QL modules, and posting to the General Ledger from these modules can be in summary or in detail. Postings can additionally be accepted from third party systems. Direct links can also be made with desktop products, such as Microsoft Excel, thus if additional financial analysis is being made within a spreadsheet, a drill back into Agresso QL for further information is automatically available. Likewise financial information can be sent directly to desktop products for further analysis.

IMPORT

Using the General Ledger interface, data can be imported from or to most sources. In addition, the optional Document Control Centre module (DCC) can be used, for example, where web based purchase ordering and even purchase order authorisation is required.

DOCUMENT TRACKING

Document tracking works out the relationship between documents. This can occur immediately (on-line) after they are posted, or scheduled with the Agresso QL Scheduler to call up the document tracking system at a more convenient time. Document tracking allows the user to be able to drill back to original source documents, on-line.

The document tracking system also performs certain duties at the period end. The main function is to ensure that it is aware of transactions that will be dropped from on-line history. Transactions that are being dropped from on-line history can either end up in an archive General Ledger kept off-line or on another disc system or they can be removed from Agresso QL completely

AUDIT TRAILS

The audit file records an image of the record that has been created/amended/deleted and the changes that have been made. It also records the operator, date and time.

The audit trail production process can be started using the Agresso QL Scheduler or manually started from a menu option.

Period and year end routines check to see if there are any batches of documents that have not yet been hard copied. If there are, the user is warned that the audit reports must be produced before the period or year end routine can be run.

After a period end, the batch records for the documents are removed from the system.

