

## Fixing General Ledger Problems for Visual ERP's Inventory Reconciliation

Here's various solutions for problems with Visual's General Ledger. If you are uncertain about the solution that is recommended, test in a copy of your database first.

**A. Invalid Journals** - I like to reverse with the same journal type, not with a General Journal Entry. For example, if an Accounts Payable invoice was posted to Raw Material inventory, I would create a negative Accounts Payable line to reverse the amount. The two vouchers would net to zero. Here's some more details:

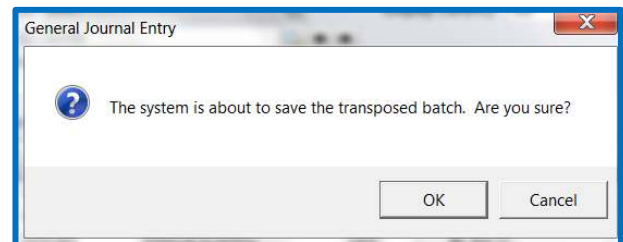
1. Line 1 reverses the original postings.
2. Line 2 posts to an expense account.
3. If foreign currency, override the exchange rate to be the same as the original invoice or set the invoice date to be the same as the original invoice so it picks up the same exchange rate.
4. Post to GL.

Ln#	Is Frt	Quantity	Reference	Order ID	Lr	Receiver ID	Ln#	G/L Account ID	G/L Account Description	Amount
1							1025-001		Material Inventory	-\$1,250.00
2							4105-000		Material Cost	\$1,250.00

Note – If original voucher has not been paid, void and record with the GL accounts rather than doing the steps above!

## B. Unposted Entries

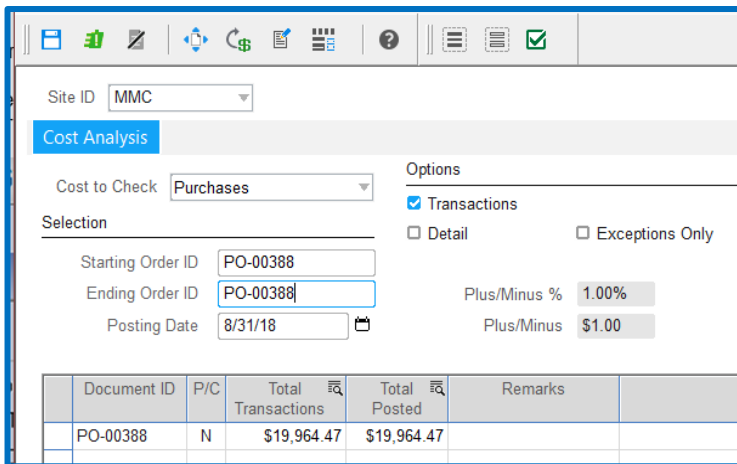
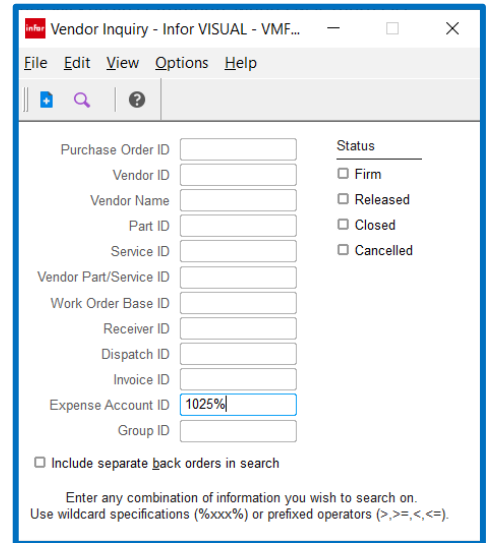
1. Identify the month(s) for the unposted entry.
2. Open the month through the Ledger:
  - a. Accounting Window – Maintain Close Reopen Period or
  - b. Application Global – Calendar. Select month & make active.
3. Post the entry to the General Ledger in the prior accounting period. Note the Batch ID.
4. Go to GJE:
  - a. Edit
  - b. View Batch Info
  - c. Select the Batch ID
  - d. Click on Transpose button
    - i. You will get the warning message
    - ii. Click OK
5. Close the "View Batch Info" Window.
6. Optional – Select the GJE and add to the description, if desired.
7. Post the GJE's to GL. This will negate the impact of the old entries just posted. But you still need to get the amounts posted to General Ledger.
8. In GJE Entry window click on magnifying glass to find the entry.
  - a. It may be your last entry



- b. Select the entry
  9. Once entry is selected click on the Transpose icon.
    - a. This will reverse the Dr.'s and Cr.'s and enter the word (TRANSPosed) in the GJE Description
    - b. Change the date to the current month
  10. Save.
  11. Repeat if tracking currencies.
  12. Post to GL.
  13. Close the old prior month.

**C. PO's Using Inventory Account** – This sometimes happens when the buyer believes they are purchasing inventory but there is no part ID. The line item may be related to inventory but if there is no part ID, it doesn't get added to the inventory subledger.

1. Find any PO's by using Vendor Inquiry. Enter an inventory account in the Expense ID. Then search.
2. Select PO in Purchase Order Entry & change the Account on the PO to a different account. Many times, the account will be factory supplies or a misc. cost of good sold account. No need to open PO.
3. Go to Admin, Costing Tools. Leave on Purchases (Cost to Check).
4. Enter the PO in Starting & Ending Order ID.



5. **CLICK OFF EXCEPTIONS ONLY.**
6. **Run. The PO will appear.**
  1. Highlight the line and set the Posting Candidate to Y
    - Change will get posted when journals prepared, OR
  2. Highlight the line. Click on Prep Journal.
  3. **MANUFACTURING JOURNALS MUST BE RUN FOR THE MONTH PRIOR TO DOING THIS**
7. Post Manufacturing Journals.

**D. Inventory Accounts used as Inventory Adjustments Expense Account** – this would be caused by someone inadvertently using an Inventory Account when an adjust-in, adjust-out or physical count is done.

1. Fixing the GL account on the Inventory Trans would require an update by SYSADM. The account should be set to an Inventory Adjustment Account. (This could be a reserve account or an expense account.)
2. The posting candidate would also be set to Y on the inventory transaction.
3. The next time costing is run Visual would remove the posting from the Inventory Account and post it to the Inventory Adjustment Account.

If this seems like a lot of work to find and fix, don't worry. You could consider Inventory Deep Dive Reconciliation Tool to find and fix some of these problems very quickly.

