



# Sage BusinessWorks Accounting

## General Ledger

The Sage BusinessWorks General Ledger module is the heart of the Sage BusinessWorks business accounting solution and is its most powerful module. Combining flexibility with ease of use, General Ledger gives you the critical information you need to make timely and informed business decisions.

The General Ledger module maintains current financial information, as well as transaction history and budget information for up to nine fiscal years. This module also allows a virtually unlimited number of accounts in the chart of accounts, each with up to 999 departments. The General Ledger module not only organizes all of your financial information from other Sage BusinessWorks modules, it can also combine information from multiple companies into a single consolidation company for financial reports.

Accurate financial statements and associated reports generated by a general ledger system are critical for timely decision making. Therefore, it is imperative that a general ledger system be powerful, flexible, and informative to management, yet still be easy to use and operate. With Sage BusinessWorks, you can rest assured your crucial accounting information is precise and accessible whenever and wherever you need it.

### SPECIFICATIONS (MAXIMUM LIMITS)

Number of accounts	99,999,999
Account balance	\$999,999,999.99
Digits in account number	8
Digits in department number	3
Characters in account description	40
Number of departments	999
Number of monthly journal entries	1,000,000*
Number of characters in a journal entry description	250
Lines in a recurring journal entry	30
Maximum journal entry amount	\$9,999,999.99
Maximum special journals virtually	unlimited
Number fiscal years history is maintained	9
Number of subsidiary companies	99
Months to post in the past	24
Months to post into the future	12

	1 Month Ended 06/10	1 Month Ended 06/09	Variance Fav/(UnF)	% Var
<b>Income</b>				
Bicycle Sales	\$9,034,788.16	\$10,826.59	\$9,023,961.57	83350.0%
Service Sales	538.95	7,601.83	(7,062.88)	-92.99%
<b>TOTAL Income</b>	<b>9,035,327.11</b>	<b>18,428.44</b>	<b>9,016,898.67</b>	<b>48929.0%</b>
<b>Adjustments</b>				
Sales Returns	(250.95)	0.00	(250.95)	
Sales Discounts	(581.77)	0.00	(581.77)	
<b>TOTAL Adjustments</b>	<b>(832.72)</b>	<b>0.00</b>	<b>(832.72)</b>	
<b>NET REVENUE</b>	<b>9,034,494.39</b>	<b>18,428.44</b>	<b>9,016,065.95</b>	<b>48924.0%</b>
<b>Cost of Goods Sold</b>				
Cost of Goods Sold, Bicycles				
COGS, Bicycles, Domestic	9,732.14	4,084.91	(5,647.23)	-138.2%
COGS, Bicycles, Foreign	0.00	3,994.69	3,994.69	100.0%
<b>TOTAL Cost of Goods Sold, Bicycles</b>	<b>9,732.14</b>	<b>8,079.60</b>	<b>(1,652.54)</b>	<b>-20.5%</b>
Cost of Goods Sold, Service				
COGS, Service, Outside	375.00	0.00	(375.00)	
<b>TOTAL Cost of Goods Sold, Service</b>	<b>375.00</b>	<b>0.00</b>	<b>(375.00)</b>	

### REPORTS

Account Detail Report	Journal Report
Balance Sheet (Standard and Comparative)	List of Account Balances
Budgets Worksheet	List of Account Budgets
Business Graphics	List of Departments
Chart of Accounts	List of Recurring Journal Entries
Flash Reports	Statement of Cash Flows
Income Statement (Standard, Budgeted, Comparative, and Date Range)	Trial Balance Reports
	Working Trial Balance

\* Specifications denoted with an asterisk (\*) are practical limits. They are to be used as guidelines only and do not necessarily reflect the actual limitation. Individual requirements may vary based on the system you are using.



## General Features

- Maintains complete audit trails of all transactions and adjustments.
- Provides extensive inquiry capabilities to examine account status, including the ability to drill down to the source of the original postings, balance history, budgets, and transactions.
- Imports account information and journal entries from a text file.

## System Maintenance

- Combines data from multiple companies to create a consolidated financial statement.
- Enables departmentalized accounting with up to 999 departments.
- Chart of account numbers can be easily renamed and renumbered to accommodate your company as it grows.
- Minimizes data entry errors and keeps lookup windows clutter free by hiding inactive general ledger accounts from search lookups.
- Allows new accounts to be added on the fly during journal entry to save time and minimize workflow interruptions.
- Enables departmentalized accounts to be added automatically for faster setup of the chart of accounts.

## Budgeting

- Calculates budgets automatically based on actual expense and income information for the prior or current year, saving valuable time. Budgets can also be created based on budget information for other periods.
- Tracks budget information for three fiscal years, providing detailed budgeted income statements.
- Enables you to edit budgets either by fixed amounts or by percentages at any time.
- Makes financial reports available to keep the manager informed and on track to meet budget goals.

## Journal Entry

- Includes both the system date and posting date for all journal entries, creating a more complete audit trail and improved accuracy.
- Provides virtually unlimited special journals for custom use.
- Maintains separate journals for accounts payable, accounts receivable, inventory control, and payroll for streamlined report generation.
- Maintains recurring journal entries to save data entry time.
- Allows batch posting for recurring entries.
- Prevents out-of-balance entries in the general ledger to help maintain the accuracy and integrity of your financial information.
- Lets you include detailed descriptions for journal entries, providing increased accuracy.
- Allows editing of journal entries (description and voucher reference) after posting.
- Enables you to import and export journal entries, including adjusting entries from your CPA.

## Reporting

- Enables you to sort and print a variety of reports by department, giving you a clearer picture of your company's financial allocations.
- Allows the formatting of standard reports to create a professional look.
- Customizes financial statements with different section headings, page breaks, font styles, sizes, and colors.
- Allows subtotaling and consolidation of accounts for custom financial statements.
- Provides flexible financial statement setup, which includes period selection, rounded dollar amounts, customized notes, and more.
- Produces monthly, quarterly, yearly, and date-range financial statements.
- Makes flash reports available to provide the business manager with a clear overview of the financial strengths and opportunities of the organization.