DSD Business Systems

MAS 90 Enhancements

GLCN
General Ledger
Multi-Company Financial Consolidation

Version 4.20

sage software

Master Developer

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G/L Multi-Company Financial Consolidation User's Manual
Version 4.20

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SECTION A: Introduction

This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to MAS 90. For instructions on using MAS 90, refer to the appropriate MAS 90 manual, or call your MAS 90 reseller. DSD Business Systems offers excellent MAS 90 support, at an hourly rate.

Web Resources

DSD web site: http://www.dsdinc.com

The Enhancement page contains:

Current Release Schedule
Purchasing Information
Installation Instructions
Product Support
Enhancement Links

GLCN G/L Multi-Company Financial Consolidation: http://www.dsdinc.com/enh/pages/GLCN.htm

The product web page contains:

Product Description
Adobe Acrobat Product Description
Web Links
Current Product Version Table
Product Installation File Download
Product Manual in Word 97 and Adobe Acrobat Formats
Revision History
FAQ

Support

DSD provides product support through MAS 90 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is 858-550-5900. Fax: 858-550-4900.

For a hard error, where the program displays an error dialog, report:

Error number.
Program name.
Line number.

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Program version.
Exact sequence that caused the error, including menus and menu selections.
Other pertinent information.

If leaving a message or faxing, please include:

Your name.
Your phone number (and fax if applicable) and extension.

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system with Symantec PCAnywhere or by some other means access or duplicate the system.

G/L Multi-Company Financial Consolidation Features

GLCN allows the **General Ledger** user to combine any number of companies' General Ledger data into one consolidation company, for the purpose of printing combined Financial Statements. This is extremely useful for the following reasons:

- After this utility has been used to combine the various companies' data, many of the GL Reports, including the **Financial Reports**, may be run for the consolidation company. The alternative would be the creation of a **Custom Financial** or using **FRx** to combine the companies. The **Custom Financial** is difficult to create, it must be maintained on an ongoing basis when accounts are added or removed from any of the consolidating companies, and the **Custom Financial Statement Update** takes much longer to run than does this utility.
- Another use of GLCN is to consolidate to one company, for reporting purposes, and then to use custom financials. This can simplify the process of creating and maintaining custom financials.
- If a complex set of relationships exist among all of the companies, it is easy to create a number of "imaginary" companies strictly for the purposes of consolidating General Ledger data, and reporting various combinations of them in different ways, without creating Custom Financials.

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SECTION B: Getting Started

- If you reinstall or upgrade one of the MAS 90 modules listed in the following table, you must also reinstall this Enhancement.
- Enhancements from different Master Developers are generally not designed to work together. If installed together, problems are likely to occur.
- Check with DSD before installing more than one Enhancement.
- Do not install this Enhancement on MAS SQL Systems.

Required Levels

MAS 90 Module	Module Required	Required Level
G/L	Y	4.20

Installation

The following instructions are for installing to Windows. *For UNIX instructions see the "INSTALL.HTM" HTML file on the CD-ROM (you can use a Windows machine to view it.) It will guide you in mounting the CD-ROM on the UNIX file system and running a UNIX installation script.*

1. Back-up: Exit all MAS 90 / MAS 200 sessions. Back-up existing MAS 90 / MAS 200 data.
2. Check Levels: MAS 90 / MAS 200 module levels **must match** those listed above.
3. Run Enhancement Setup Program: Insert the installation CD-ROM. The installation will normally run automatically, otherwise, run SETUP.EXE on the CD-ROM. This can be run from the server or a workstation. Follow on-screen instructions. *If installing from an e-mail message or from a Web download, run the program sent to you (or downloaded). This will self-extract and run same Setup program.*
4. Re-Start MAS 90 / MAS 200: MAS 90 / MAS 200 will be updated.
5. Unlock the Enhancement: DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the **DSD Enhancement License Agreement and Activation** window will appear. Follow the steps shown on that window. *You can click the Help button for more detailed instructions.*

   Note: On the next page is a screenshot of the DSD Enhancement License Agreement and Activation window.

   After accepting the License Agreement, you can then select the type of unlocking that you'd prefer. The choices are Normal, Demo and Web.

   Normal Unlock: You will need to unlock the Enhancement by calling DSD during business hours (8am to 5pm PST) at **858-550-5900**.

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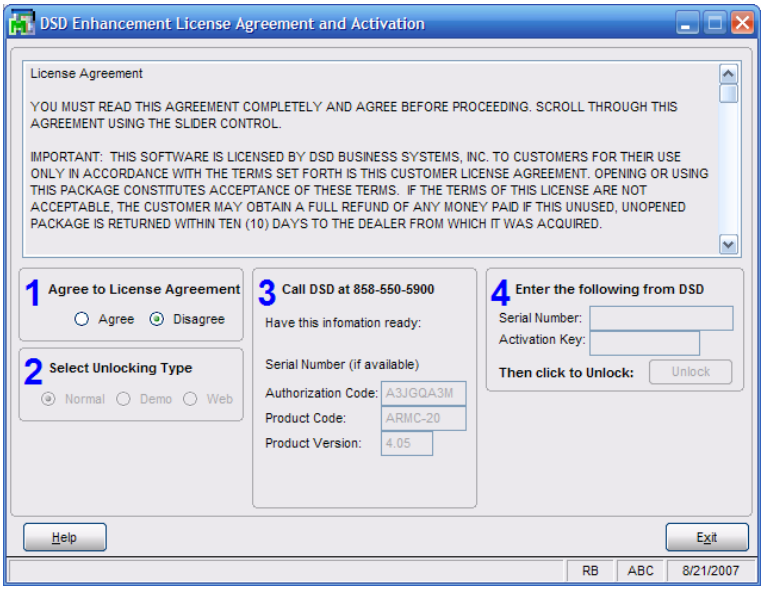
Web Unlock: If the system that is running the DSD Enhancement *has web access* and you *have a DSD WebUnlock code*, can unlock the Enhancement without assistance using WebUnlock. When this option is selected, the window will change to show the WebUnlock entry section. Enter the WebUnlock code and click the Unlock button.

- *Entering a WebUnlock code will unlock all DSD Enhancements that have been licensed.*
- *The MAS 90 / MAS 200 system that is being used must have web access for this option to be available.*
- *You can get a WebUnlock Code from your DSD Enhancements sales representative.*

Demo Unlock: If a Demo mode is available for the Enhancement you're running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

- *Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web access and/or an WebUnlock code. Later, you can unlock the product fully, during business hours.*



Note: You can also unlock a DSD Enhancement through the DSD Enhancement Control Panel window. This is accessed at the bottom of the Library Master Utility menu. Select the Enhancement with your mouse from the list of Enhancements and click the ***Unlock Product*** *button on the right side of the window.*

6. Convert Data: After registration, the Data Conversion window will appear. Follow on-screen instructions to complete data conversion. *You can exit the conversion program without converting data. The Enhancement will not proceed, however, until data is converted. If you enter an enhanced program and data has not been converted, the conversion program will run again.*

DSD Enhancement Control Panel

Starting with version 4.20, all DSD Enhancement products include DSD's Enhancement Control Panel. The **DSD Enhancement Control Panel is accessed from the Library Master Utilities menu**.

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a MAS 90 / MAS 200 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

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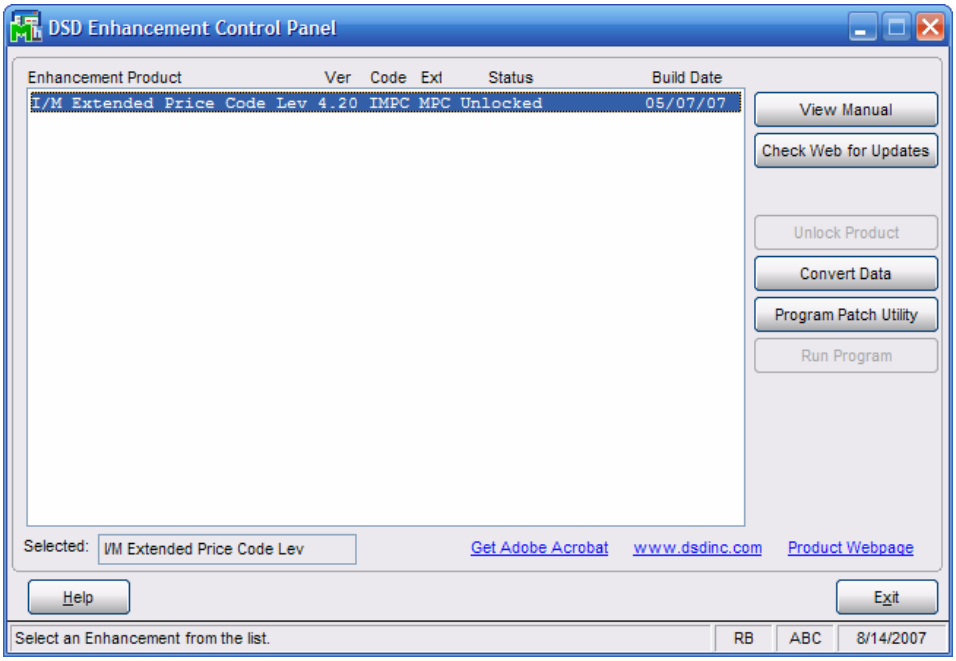

View Manual: This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the MAS 90 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the "MAS90/PDF" folder and then displayed.

Check the Web for Updates: This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires an ftp web connection on the MAS 90 / MAS 200 system.*

Unlock Product: This will cause the DSD Enhancement License Agreement and Activation window to appear. Using this window is described on the previous page. *This button is disabled if the selected Enhancement is already unlocked.*

Convert Data: After verification, the selected Enhancements data conversion program will run. Data conversion is non-destructive, and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.

Program Patch Utility: Only use this option under the guidance of a DSD Enhancement Technician. That person will guide you in its use.

Run Program: This button is enabled for certain DSD Utility programs only.

Additional Controls

Help: The Help button, located at the bottom left of the window, opens an HTML help file similar to the above.

Get Adobe Acrobat: Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

There are also links to the DSD website and the Enhancement page on that site.

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SECTION C: Operations

Using the Multi-Company Consolidation Program

The menu entry for the **Multi-Company Consolidation** is added to the bottom on the **Utilities** menu in **General Ledger.**

This new menu option need only be accessed from one of the consolidation companies. In other words, if you are combining companies **001**, **002**, and **003** into the **999** consolidation company, the **Multi-Company Consolidation Utility** should only be accessed and used from the **999** company.

Note: Do NOT use this utility on a non-Consolidation Company Code. This utility backs-up, then erases the GL Data Files prior to consolidation, so running this utility from a non-Consolidation Company Code may cause data loss. If you accidentally do this on the wrong company, please contact DSD Enhancement Support immediately.

Note: You may only consolidate companies that have the same:

1. GL Account Structure (i.e. G/L Account Mask) as the consolidation company. For example, if you have set up the Consolidation Company to have an Account Structure of **12345-67-890**, then the companies to consolidate must have this same account mask.

2. Fiscal Year Setup. This utility combines fiscal year setups, so if one company has a year-end of 12/31 and another company has a year-end of 03/30, then the consolidation will have unexpected results.

Setting Up the Consolidation Company

There are 2 ways to setup a new Consolidation Company Code:

1. Create the Consolidation Company from Company Maintenance, activate the G/L Module, and setup the G/L Data from scratch. This includes setting up the account structure and source journals.

2. Create the Consolidation Company from Company Maintenance and use the **Copy Button** in Company Maintenance to copy the data from another company. This option tends to be quicker setup.

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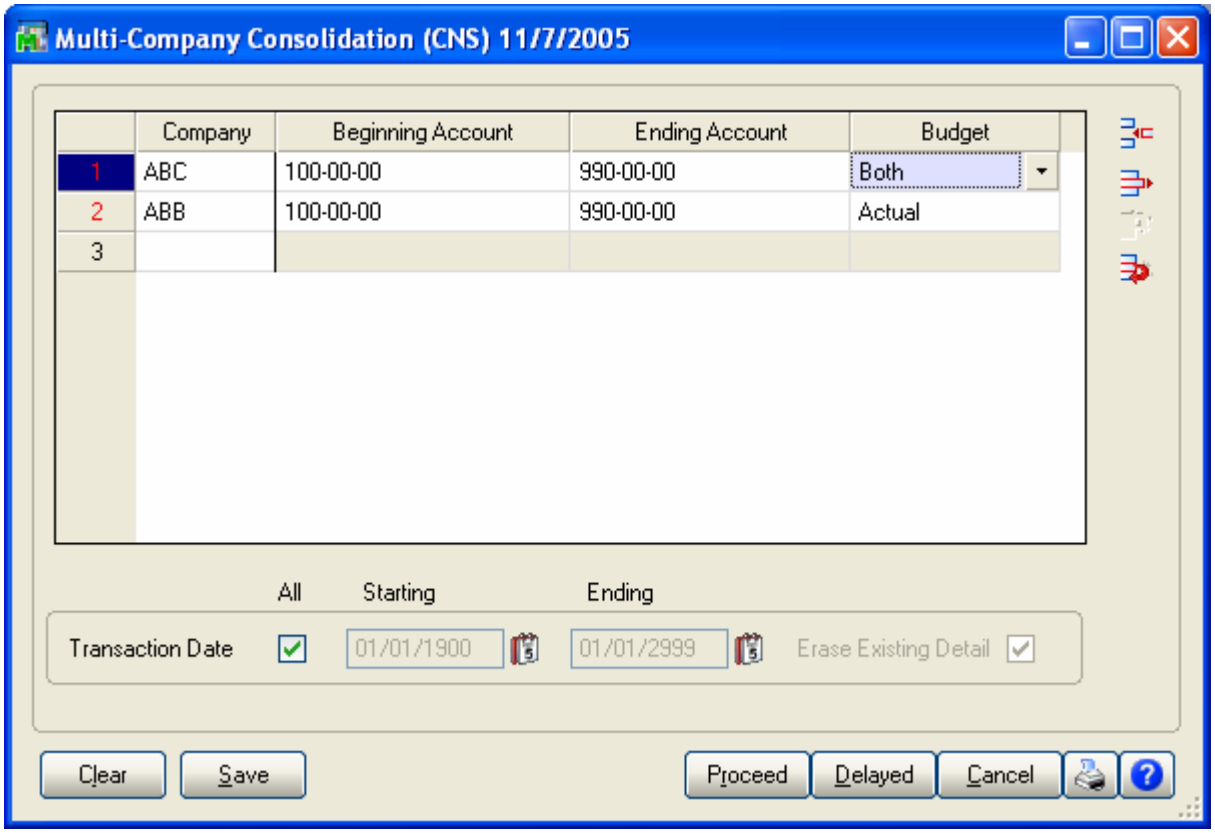
Multi-Company Consolidation Panel

The menu entry for the **Multi-Company Consolidation** is added to the bottom on the **Utilities** menu in **General Ledger.**

This program is used to setup the list of companies that are to be consolidated into the current company.

Note: ONLY use this program on a Consolidation Company Code. This utility backs-up, then erases the GL Data Files prior to consolidation, so running this utility from a non-Consolidation Company Code may cause data loss.

For each company being consolidated, the user is given the opportunity to define the **beginning** and **ending General Ledger** accounts that are to be brought in. ***Please note that this utility does not check (or care) whether the consolidated General Ledger is in balance!*** If you plan to print a consolidated **Balance Sheet**, it is suggested that all accounts be brought in from the consolidating companies. If, however, you only plan to print Income Statements, or non-financial reports, it would be acceptable to import just a range of accounts.



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Company Code Entry

When the **Company Code** is entered, the consolidating company's **General Ledger** data is immediately checked to make sure the companies Account Structure matches the Consolidation Company and an error message will appear if the Account Structure is not the same.

An **<F2> ALE Lookup** is available for displaying a list of all existing company codes. This display lists all companies, regardless of the existence of General Ledger data for each. The current Company Code may not be entered as one of the consolidating companies.

Entering General Ledger Accounts

The user may elect to import only a range of General Ledger accounts from the consolidating company. If you want to consolidate ALL accounts for this company, you must still select the first account as the Beginning Account and the last account as the Ending Account An **<F2> ALE Lookup** is available for the **Beginning** and **Ending Account** fields.

Budgets vs. Actual

The user may select from **three** options:

Actual – The consolidation process will only bring in G/L Detail and Summary, and NOT Budgets.

Budget – The consolidation process will only bring in Budget data, and NOT G/L Detail or Summary.

Both - The consolidation process will bring in BOTH Budget data, G/L Detail, and Summary.

Transaction Date Range

This option allows users to NOT erase existing Consolidation Company Data, and to pull in a specific Date Range of activity. This is useful for users that do consolidations, followed by adjusting entries into the Consolidation Company.

Erase Existing Detail: Uncheck this checkbox if you do NOT want to erase existing G/L Detail in the Consolidation Company.

Select the **Save Button** to save the companies entered.

Select the **Clear Button** to clear the companies entered.

Select the **Printer Button** to print a listing of the companies and associated account ranges entered.

Performing the Consolidation Process Immediately

Select the **Proceed Button** to immediately consolidate the companies into the current company. As the consolidation process takes place, the user will see the following phases:

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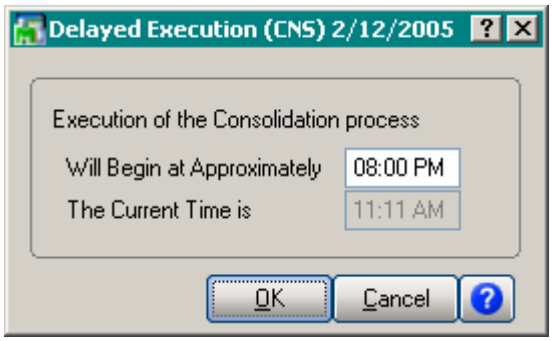
1. **Backup / Clear Phase** – this phase backs up the data files that are about to be cleared, and then clears those files.
2. **Phase 1** – this phase consolidates the setup files, such as Account Structure, Account Groups, Account Categories, Main Accounts, Sub Accounts.
3. **Phase 2** – this phase consolidates the G/L Chart of Accounts.
4. **Phase 3** – this phase consolidates the G/L Detail Postings.
5. **Phase 4** - this phase consolidates the G/L Budgets.
6. **Account Balance Recalculation** – this phase recalculates the Account Balances from the G/L Detail Postings.

When the consolidation process is completed, the user will be brought back to the menu.

Based on the number of companies to consolidate, and the amount of GL data in each company, it is possible that the consolidation may take a long time to execute. Specifically, **Phase 3** and the **Account Balance Recalculation Phase** may take an extended amount of time. Due to this possibility, there is a **Delayed Execution** feature.

Delaying the Consolidation Process

Instead of selection the **Proceed Button**, select the **Delayed Button** to delay the consolidation process.



On this panel, select the time of day to execute the consolidation process, using military time. If you want to run the consolidation at 8:00PM, then enter in 20:00. The program will then convert that time entered into 8:00PM.

Select the OK Button to trigger the timer.

Select the Cancel Button to exit the Delayed Execution.

If you want to delay the execution of the consolidation process, you must leave the Delayed Execution panel open in MAS90, which means that you must leave MAS90 open.

When the consolidation process is completed, the user will be brought back to the menu.

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SECTION D: Technical Overview

How does the Consolidation Program work?

The following is a behind-the-scenes look at the consolidation process. As mentioned in **Section C: System Operations**, there are 5 steps to the process. Here is a more detailed explanation of what happens:

Backup / Clear Phase

In this phase, certain files are backed up and then erased. Here are those files:

GL_AccountGroup.M4T

GL_AccountCategory.M4T

GL_SubAccount.M4T

GL_MainAccount.M4T

GL_FiscalYear.M4T

GL_FiscalYearDetail.M4T

GL_Account.M4T

GL_AccountHistory.M4T

GL_AccountSegment.M4T

GL_DetailPosting.M4T

GL_PeriodPostingHistory.M4T

GL_Budget.M4T

GL_BudgetOptions.M4T

GL_BudgetRevision.M4T

GL_BudgetRevisionOptions.M4T

GL_PeriodBudgetDetail.M4T

In the backup portion of this phase, the .M4T file is backed up to .OLD. If a .OLD already exists, then the .OLD is backed up to .OL1. Therefore, you may have 2 backups of each file that is to be cleared.

The purpose of the backup process is to protect the user if they accidentally run the Consolidation Utility on a non-Consolidation, or "live", Company Code.

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Phase 1 – Setup file Consolidation

In this phase, the following setup files are consolidated for the companies entered:

GL_AccountGroup.M4T

GL_AccountCategory.M4T

GL_SubAccount.M4T

GL_MainAccount.M4T

GL_FiscalYear.M4T

GL_FiscalYearDetail.M4T

GL_Budget.M4T

GL_BudgetOptions.M4T

GL_BudgetRevisionOptions.M4T

Phase 2 – Account Consolidation

In this phase, the following setup files are consolidated for the companies entered:

GL_Account.M4T

GL_AccountHistory.M4T

Phase 3 – G/L Detail Posting Consolidation

In this phase, the following setup files are consolidated for the companies entered:

GL_DetailPosting.M4T

Note: All GL Detail for all Years are consolidated, unless a specific date range is entered.

Phase 4 – G/L Budget Consolidation

In this phase, the following setup files are consolidated for the companies entered:

GL_BudgetRevision.M4T

GL_PeriodBudgetDetail.M4T

Account Balance Recalculation

In this phase, the following the **Recalculate Account Balances** is executed. This is the same **Recalculate Account Balances** utility that is on the G/L Utilities menu.

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What General Ledger Reports may I run?

The consolidation process combines both Summary and Detail postings for each company, so many of the G/L Reports may be run for the Consolidation Company, such as:

1. Chart of Accounts
2. General Ledger Worksheets
3. General Ledger Trial Balance
4. Financial Reports
5. General Ledger Detail Report
6. General Ledger Detail by Source Report
7. Exception Report
8. General Ledger Graphics
9. General Ledger Analysis
10. Budget and History Report
11. Budget and History Report by Period

What General Ledger Data is NOT included?

The consolidation process does not combine Budgets, Source Journals, Account Memos, Main Account Memos, or Source Journal History, so you may not print these reports:

1. Reprint Journals
2. Source Journal History Report
3. Budget and History Report
4. Budget and History Report by Period
5. Account Audit Report
6. Account Memo Printing
7. Main Account Memo Printing

Can I do normal processing in the Consolidation Company?

Yes, once the consolidation process is completed, you may add, change, or delete GL Accounts, and do General Journal or Transaction Journal Entries. Just remember though, that if you do normal processing and then re-consolidate using the same consolidation company code, then that processing will be lost, **unless** you use the date range, and set the **Erase Existing Detail** to “unchecked”.

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SECTION E: What's New?

Version 4.00

The GLCN enhancement was completely re-written for version 4.00, based on the overhaul of the General Ledger module. The new 4.00 version has additional features:

1. A Delayed Execution setting has been added.

2. More files are consolidated, the most important being the G/L Detail Posting file, which now allows the user to print G/L Detail Reports for the Consolidation Company.

Version 4.05 – 11/7/05

Budget Consolidation and Detail Date Range has been added as new features.

Version 4.10

The Consolidation Listing has been converted to Crystal 10.0.

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From:	Name:		Phone:	
	Company:		Fax:	
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