DSD Business Systems

MAS 90 Enhancements

GLMC

General Ledger Multi-Currency

Version 4.20

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G/L Multi-Currency 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

GLMC G/L Multi-Currency: http://www.dsdinc.com/enh/pages/GLMC.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.

How G/L Multi-Currency Works

The CUMC module (created for MAS90 / MAS200 versions 4.00 and higher), now has the Base Currency and Alternate Currency setup. Please refer to that manual prior to reading this manual.

GLMC provides the following capabilities:

1. Multi-Currency Data Entry in General Journal Entry and Transaction Journal Entry. The General Journal and Transaction Journal print both Transaction Currency amounts and Base Currency Amounts on the same journals.

2. General Ledger Reports may be printed in different Currencies. Financial reporting can be produced in Base Currency, FASB 52 Currency, or any other maintained Currency, using the Historical Exchange Rate or a Current one.

3. FASB 52 reporting for US-owned foreign companies is fully integrated.

Multi-Currency G/L Features

- **Base Currency: Please refer to the CUMC User Manual when setting up your Base Currency.** The Base Currency is the currency in which all General Ledger transactions will be maintained. The Base Currency is the "functional" or "local" currency of the Base economic environment in which the Company operates. Also referred to as “Primary” or “System” Currency. You may specify a Round-off Account to use when printing financial reports in other currencies.
- **FASB 52 Foreign Currency Translation: Please refer to the CUMC User Manual when setting up your FASB 52 Currency.** You may define a Foreign Currency to be used when generating Foreign Translated Financial Statements conforming to FASB 52 requirements. You may change the FASB 52 Currency at any time and recalculate the FASB 52 amounts. You may specify an Equity Adjustment from Translation Account to use when printing Financials in FASB 52 Currency.
- **FASB 52 Foreign Currency Translation Method:** You may specify the FASB 52 Translation (Historical Rate or Current Rate) in Account Group Maintenance, Main Account Maintenance,

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and Account Maintenance. Additionally, there is an **Update FASB 52 Translation** utility on the Multi-Currency Utilities Menu that allows update of this setting from Account Group to Main Account, and from Main Account to Account.

- **Multi-Currency General Journal Entry:** You may define a Currency Code and Exchange Rate when doing General Journal Entry. The General Journal will print in both Base Currency and Transaction Currency.
- **Transactions Posted to the Bank Reconciliation module in Bank Currency:** Transactions posted from the Transaction Journal to Bank Reconciliation are posted in the Bank Currency for Reconciliation purposes.
- **Print Reports in Any Currency:** Print any report in Base, FASB 52 or Other Currency using As Posted or Current Amounts in either Buy, Sell or an Override Rate.

Reports

GLMC modifies:

- Account Group Listing
- Financial Statements
- Chart of Accounts
- G/L Detail Report
- G/L Detail by Source Report
- General Journal
- Main Account Listing
- Transaction Journal
- Trial Balance

Multi-Company Features

The G/L Multi-Company (GLMU) features that were present in prior versions of G/L Multi-Currency has been **removed** and will be added back in at a later date.

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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
C/U	Y	4.20
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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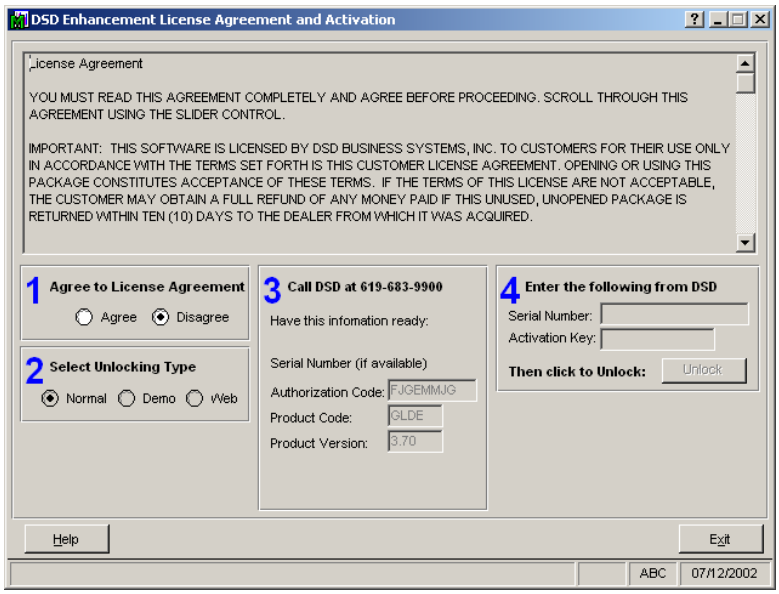
Web Unlock: If the system that is running the DSD Enhancement *has web access* and you *have a DSD WebUnlock code*, can unlock the Enhancement without assistance using WebUnlock. When this option is selected, the window will change to show the WebUnlock entry section. Enter the WebUnlock code and click 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 Utility Suite window. This is accessed at the bottom of the Library Master Utility menu. In the DSD Utility Suite window, click the ***DSD Enhancement Control Panel*** *button on the bottom of the window. Then, 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.*

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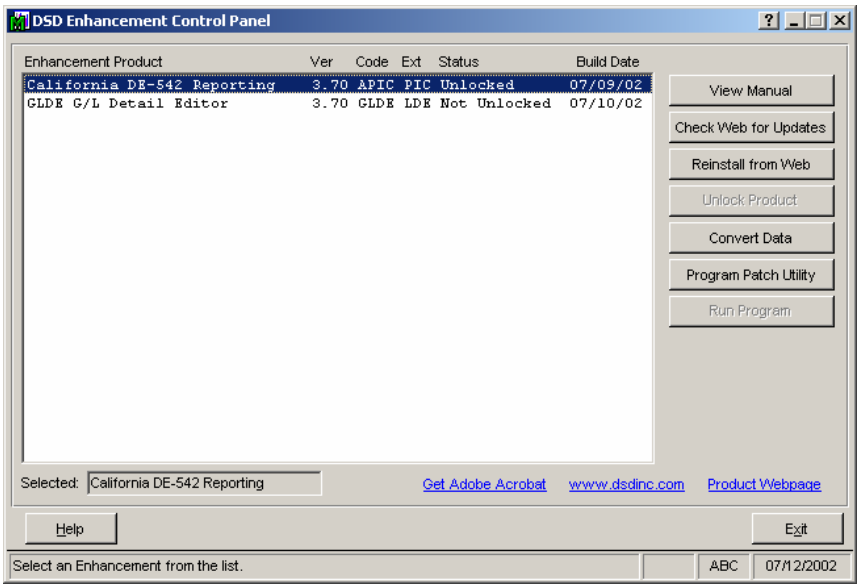
DSD Enhancement Control Panel

Starting with version 3.70, all DSD Enhancement products include DSD's Utility Suite menu and DSD's Enhancement Control Panel. The **DSD Utility Suite is accessed from the Library Master Utilities menu**. The **DSD Enhancement Control** Panel is accessed from a **button on the bottom of the DSD Utility Suite window**.

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.



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 a web connection on the MAS 90 / MAS 200 system.*

Reinstall from Web: After a verify dialog, this will automatically download and reinstall the selected Enhancement from the DSD website. *This requires a 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.

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.

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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: Setup

G/L Multi-Currency Set-up

Set-up Procedure Overview

Set-up CUMC Multi-Currency before any other modules. Set-up all installed modules, before performing transactions in any modules.

1. Install General Ledger Multi-Currency, as described, above. It is Ok to install all of the DSD Multi-Currency modules at once, however, you need to set-up the modules in a particular order starting with CUMC *(see below).*
2. In the C/U Setup Menu, run Multi-Currency Options, and set up the Base Currency. The conversion program has to know the Base Currency to be able to do the Multi-Currency conversion for all modules.
3. If required, set-up FASB 52 and accounts. Be certain that Reporting accounts are not used anywhere else. The conversion program will run after this setup
4. Set-up any other currencies in CUMC, Currency Code Maintenance.
5. In G/L Setup, run G/L options, which will run the conversion program for GLMC.

Order in Which to Convert Data and Set-up Multi-Currency Modules

General Ledger Multi-Currency must be set-up and converted first as other conversions rely on GLMC data during conversion and set-up. Note that the modules are converted/set-up in the same order that they appear on the Modules menu in the MAS 90 Launcher program.

1. Multi-Currency (CUMC)
2. General Ledger Multi-Currency (GLMC)
3. Accounts Receivable Multi-Currency (ARMC)
4. Accounts Payable Multi-Currency (APMC)
5. Inventory Management Multi-Currency (IMMC)
6. Sales Order Multi-Currency (SOMC)
7. RMA Multi-Currency (RAMC)
8. Purchase Order Multi-Currency (POMC)
9. Bank Reconciliation Multi-Currency (BRMC)

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Avoid a Support Call

Keep these notes in mind while installing and setting-up Multi-Currency.

1. Once the Base Currency is set-up, it *cannot* be changed.
2. You *have to* set-up/convert the various Multi-Currency modules in the proscribed order. CUMC *must* be first.
3. Do not invert exchange rates. See **Exchange Rates** for details and examples.
4. Make sure that **Round-off for Reporting** accounts are not used elsewhere.
5. Set-up each Multi-Currency module installed on the system before performing any transactions in any module.

Data Requirements

Before beginning the Multi-Currency Startup process, you should have the following information available:

- List of Currencies used including the Base Currency and all foreign currencies in which the company processes transactions.
- Exchange Rates for all foreign currencies used.
- Round-off Account number to be used in General Ledger postings and reports.

Additionally, if you will be using the **FASB 52** reporting capabilities of this module, you will need this information before starting:

- FASB 52 Reporting Currency including its Exchange Rates.
- Equity Adjustment from Translation Account number to be used when printing FASB 52 Translated Financial Statements.
- FASB 52 Translation Type (Historical or Current) to be used for each Account Break.
- FASB 52 Beginning Balance for each account in the FASB 52 Reporting Currency.

A new **Currency Button** has been added to all Multi-Currency related screens. Select this button to access the new Multi-Currency fields.

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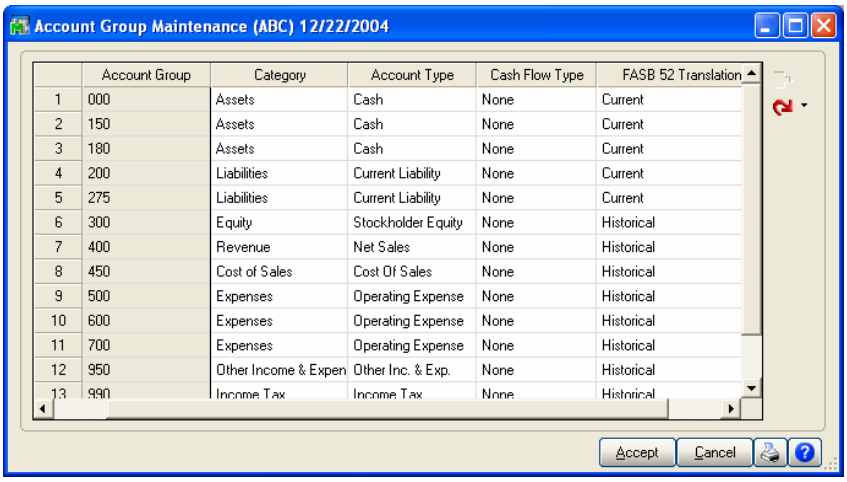
Account Group Maintenance

If you checked the **FASB 52 Translation Required** check box in the Multi-Currency Options, the Account Group Maintenance list box will have a new column enabled: **FASB 52 Translation**.

Select the cell to change and utilize the drop box to maintain each Group setting.

The Account Group Listing has been enhanced to print this new setting.



	Account Group	Category	Account Type	Cash Flow Type	FASB 52 Translation
1	000	Assets	Cash	None	Current
2	150	Assets	Cash	None	Current
3	180	Assets	Cash	None	Current
4	200	Liabilities	Current Liability	None	Current
5	275	Liabilities	Current Liability	None	Current
6	300	Equity	Stockholder Equity	None	Historical
7	400	Revenue	Net Sales	None	Historical
8	450	Cost of Sales	Cost Of Sales	None	Historical
9	500	Expenses	Operating Expense	None	Historical
10	600	Expenses	Operating Expense	None	Historical
11	700	Expenses	Operating Expense	None	Historical
12	950	Other Income & Expen	Other Inc. & Exp.	None	Historical
13	990	Income Tax	Income Tax	None	Historical

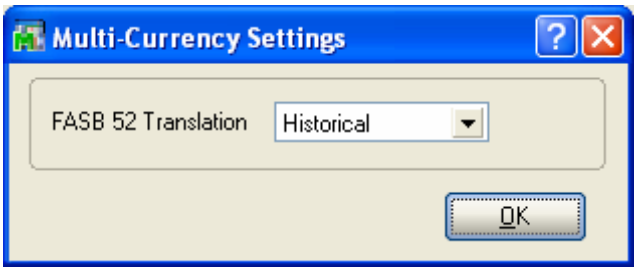
Main Account Maintenance

If you checked the **FASB 52 Translation Required** check box in the Multi-Currency Options, the Main Account Maintenance Screen prompt will include a new **Currency Button**.

The **FASB 52 Translation** setting to be used by each Main Account can be maintained. When an individual Main Account is created this field will default to the value entered in its corresponding Account Group. The user may later modify the field in a specific G/L Account through the Account Maintenance option in the G/L Main menu.

Select this button to access the following Multi-Currency Settings panel:

FASB 52 Translation: Select **Historical** to use the Historical Rate method when performing FASB 52 - Foreign Currency Translations for this Main Account or **Current** to use the Current Rate method.



Account Maintenance

If you checked the **FASB 52 Translation Required** check box in the Multi-Currency Options, the Account Maintenance Screen prompt will include a new **Currency Button**.

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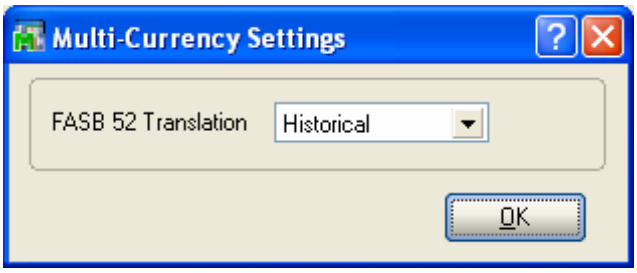
The **FASB 52 Translation** to be used by each Account can be maintained. When an individual Account Number is created this field will default to the value entered in its corresponding Main Account.

Select this button to access the following Multi-Currency Settings panel:



FASB 52 Translation: Select **Historical** to use the Historical Rate method when performing FASB 52 - Foreign Currency Translations for this Account or **Current** to use the Current Rate method.

Note: There is a utility on the Multi-Currency Utilities Menu called "Update FASB 52 Translation." Using this utility will allow you to quickly set the FASB 52 Translation setting from Account Group to Main Account, and also from Main Account to Account.

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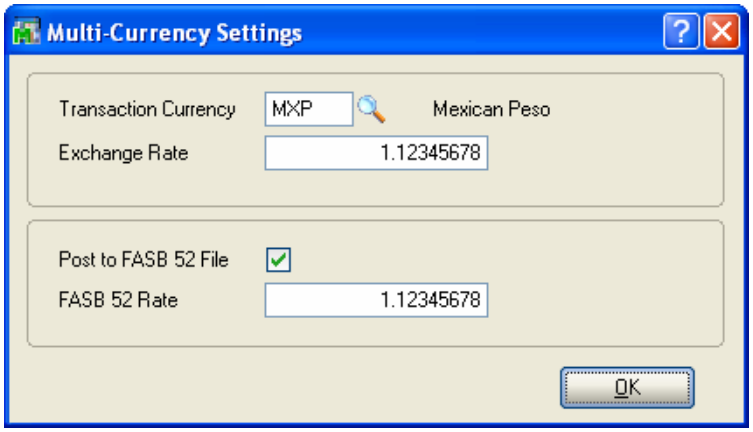
SECTION D: Operations

General Journal Entry

The General Journal Entry Header Panel has been modified to include a new **Currency Button**. Select this button to access the **Multi-Currency Settings** screen:



Transaction Currency: Enter the Transaction Currency Code for the General Journal entry. Select the Lookup Button to list all Currency Codes on file.

If amounts have already been entered, and the currency is changed, the entry amounts remain the same and will be considered to be in the new currency.

Exchange Rate: Enter the Exchange Rate for the General Journal entry. The rate will default to the exchange rate found in Currency Code Maintenance for the Invoice Date. If the default exchange rate is overridden, then the entry amounts remain the same and will be converted to Base Currency when posting to General Ledger using the new Exchange Rate.

Post to FASB 52 File: Select this check box to post the journal transactions to the FASB 52 accounts. This field will only be enabled if you checked the **FASB 52 Translation Required** check box option in the General Ledger Options.

FASB 52 Rate: If you selected the **Post to FASB 52 File** check box, you have the option of overriding the FASB 52 Rate. The default will be the rate found in Currency Code Maintenance for the FASB 52 Currency for the Posting Date.

General Journal

The General Journal has been modified to print both Transaction Currency and Base Currency information **on the same journal.** The Currency Code and Exchange Rate will also be printed on the Journal.

Transaction Journal Entry

The Transaction Journal Entry Header Panel has been modified to include a new **Currency Button**. Select this button to access the **Multi-Currency Settings** screen:

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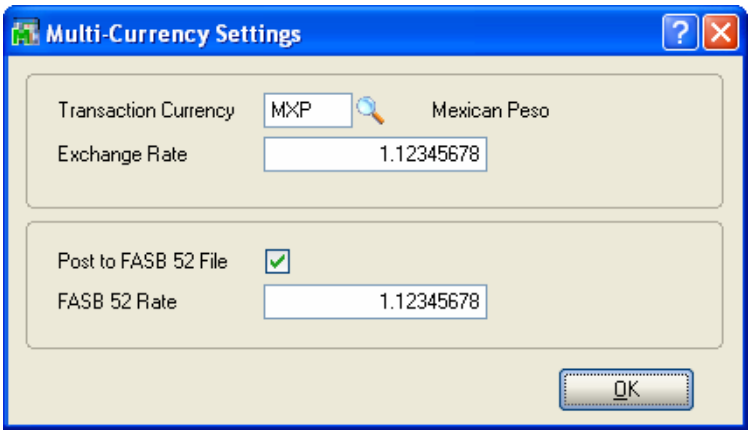
Transaction Currency: Enter the Transaction Currency Code for the Transaction Journal entry. Select the Lookup Button to list all Currency Codes on file. The system will ask you for the Supervisor Password if one was set up in General Ledger.



If amounts have already been entered, and the currency is changed, the Transaction amounts remain the same and will be considered to be in the new currency.

Exchange Rate: Enter the Exchange Rate for the Transaction Journal entry. The rate will default to the exchange rate found in Currency Code Maintenance for the Transaction Date. If the default exchange rate is overridden, then the entry amounts remain the same and will be converted to Base Currency when posting to General Ledger using the new Exchange Rate.

Transaction Journal

The Transaction Journal has been modified to print both Transaction Currency and Base Currency information **on the same journal.** The Currency Code and Exchange Rate will also be printed on the Journal.

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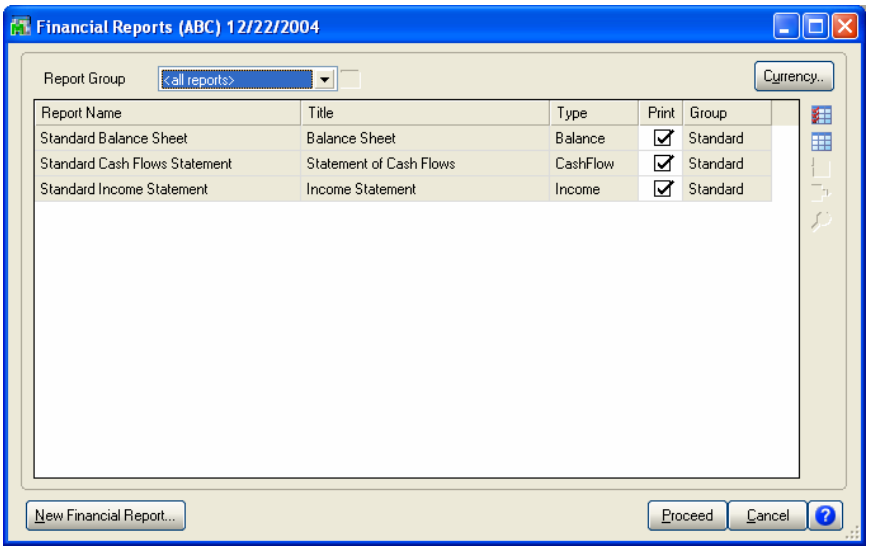
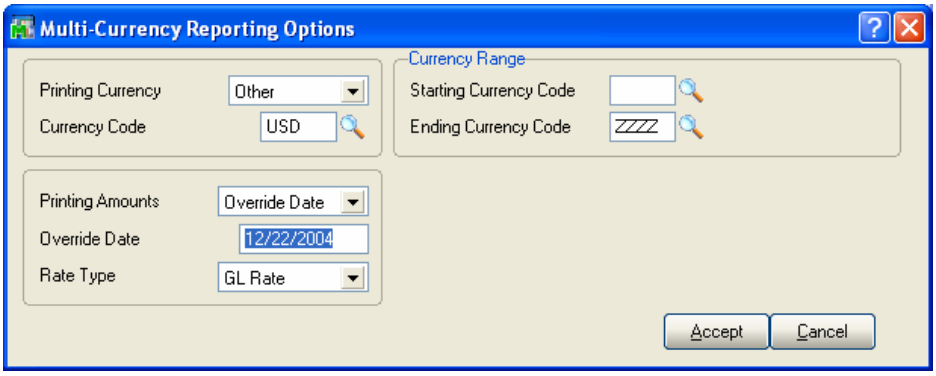
SECTION E: Reports

When printing some General Ledger Reports, you may define the Currency and Exchange Rate to use. A new **Currency Button** has been added to the Report Panel, and when selected, the following screen will be displayed (This screen will vary slightly depending on the report being printed and the options entered):



Currency Range: Enter a range of Currencies for a specific group of transactions. Select the List Mode to list all Currencies on file. This field will be displayed only for reports that print amounts from individual transactions.

Printing Currency: Select **Entry** for Transaction Currency, **Base** for Base Currency, **FASB 52** for FASB 52 Currency, or **Other** for Other Currency.



Currency Code: Enter the Currency Code in which to print all amounts. This field will be displayed only if you selected **Other** as the **Printing Currency** option.

Printing Amounts: Select **As Posted** to import all amounts As Posted or **Override Date** to convert amounts using an Exchange Rate as of an Override Date. This field will be displayed only if you selected **Other** as the **Printing Currency**.

Override Date: Enter a date using the MMDDYY format to import amounts converted to the Printing Currency using the Exchange Rate as of this date. This field will be displayed only if you selected **Override Date** as the **Printing Amounts**.

Rate Type: Select **GL Rate, AR/SO Rate, AP/PO Rate, or FASB 52 Rate.** This field will be displayed only if you selected **Override Date** as the **Printing Amounts**.

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Round-off Account: This field will default to the account specified in the Currency Options Screen in General Ledger Options. Since currency conversion from one currency to another often requires rounding. This Round-off Account Number is for reporting purposes only, and does not result in a G/L posting of any kind.

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SECTION F: What's new?

Version 4.00 – 4.05

1. In these versions of GLMC, the Currency Code Maintenance has been moved into it's own module: the CUMC Multi-Currency module.

2. GLMC is no longer a required module, and is only needed if:

    a. You want to do General Journal Entry and Transaction Journal Entry in different currencies,
    b. You want to print G/L Reports in Entry Currency, or Other currencies.
    c. You need FASB 52 integration and need to print financials in FASB 52 Currency.

3. The G/L Multi-Company feature has been removed from this version, and will be added back at a later date.

Version 4.10

The GL Trial Balance and G/L Detail Report, condensed versions, have been updated with Multi-Currency capabilities.

Version 4.20

No new features have been added to this product.

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