

Highlights

- Accounts that can be configured as control accounts with attached sub accounts for greater flexibility
- User defined departments and cost centres that provide a detailed breakdown of account activity
- Flexible budgeting that includes time-saving global budget changes
- Period status options that control when periods are open, closed to all modules or closed to interfacing modules
- Standard, repetitive and percentage distribution journals
- Automatic revaluation of gains/losses for foreign currency
- Unlimited free form notes that describe journals entries
- Accrual journals that automatically reverse in the period following
- Dynamic formatting features for designing your own financial statements, including company consolidations
- Informative and detailed reports, listings and inquiries and an export feature for account information
- Multi-company and multi-currency
- Seamless interface with Payroll, Accounts Payable, Accounts Receivable and Project Costing
- Practical support options, training, conversions and customization available

General Ledger Module

Aspire General Ledger is a sophisticated product with multi-company, multi-currency and consolidation for up to 20 companies. An unlimited number of banks, currencies and accounts can be used, and accounts can be set up with sub accounts for greater flexibility. Cost centres and departments provide extra detail for reports, inquiries and financial statements. Foreign currency accounts are defined in their own currency, with attached valuation accounts. Financial statements can show accounts in their own currency or in the home currency.

Up to 13 periods into the next fiscal year (two full years) can be entered without closing the previous year, eliminating disruptions that can occur at year end while waiting for closing entries. Reports, inquiries and financial statements adjust themselves to show revenues, expenses and retained earnings properly for next fiscal periods. Closed periods can be protected by disabling or limiting activity for interfacing modules.

Budgeting features include both active and planning budgets. Both can be used on financial statements. Manipulate, replace, update and recalculate budgets using global budget change options.

Journals contain user defined titles and free form notes that describe the contents. A single click balances a journal with the *generate offset* feature. Accrual journals automatically reverse in the next period. The repetitive journal records recurring entries and the percentage distribution journal records entries based on an allocation ratio. Both of these journals post based on a user defined schedule.

Account inquiries have powerful filters for selecting and organizing journal detail to view. Arrange by posting date, interfacing module, transaction code, cost centre and/or department. A five level breakdown also includes vendors, invoices, purchase orders, cheques, clients, employees and more.

The dynamic statement formatting features allow you to create customized financial statements using title, column and detail fields you define. The flexible content, style and numeric formatting options allow you to choose the way numbers and percents print. Virtually any type of calculation can be performed. The special masking feature selects accounts, cost centres and departments to appear on your statements based on a template.

The Accounting Worksheet shows a side-by-side view of balance sheet and income statement. The Posted Detail and Account Analysis Listings offer alternate ways of viewing transactions with varying levels of detail. Export data for use with Microsoft Excel, Case Ware Working Papers or any other application with import capabilities.

Request more information or a free evaluation today.

Visit www.bedford-systems.com or call **1-800-819-4978**.

General Ledger Features

General Features

- Multi-company and multi-user with multi-dimensional security access that includes
- selective company control. Multi-currency with up to 99 banks
- Seamless interface with Payroll, Accounts Payable, Accounts Receivable, Project Costing
- Unlimited accounts, sub accounts, cost centres, departments and currencies
- Exports for use with Excel, Case Ware Working Papers and other applications
- Practical support options, training and customization available

Chart of Accounts and Set up Features

- Accounts can be defined as control accounts with sub accounts attached
- The chart of accounts copy sets up a new company based on an existing company
- Period status option provides restricted access for both interfacing modules and the General ledger. Periods can be open to all modules, General Ledger only, or closed
- Process for up to 13 periods into the next fiscal year without closing the prior year
- Set up your own departments and cost centres to be used when budgeting, on financial statements, reports, inquiries and in data entry windows

Budgets and Budget Change Options

- Budgets can be entered for each cost centre and department for an account
- Revisions can be processed for individual accounts or globally, and include changes based on percentage increase/decrease, by replacing the budget with one from another period for the same account, by replacing with another budget for the same account, or by using budgets from other accounts and/or periods
- Budgets can be reset to zero, either individually or globally
- View budgets in the Account window, the Budget window and on the Budget Listing

Journal Processing

- Journals are added with a user defined description. Unlimited free form notes describe the journal and are store indefinitely
- Standard, repetitive, percentage distribution and accrual journals can be used as well as the valuation journal for calculating gains/losses on foreign currency accounts

Browses and Inquiries

- All account information is available in one location, including a 5 level drill down to the originating transaction in the interfacing module
- Many selection filters and sorts can be used when viewing detail
- The account inquiry for each period allows you to choose which fields you want to view; current fiscal or next fiscal, budget or prior history, net period or year to date
- Journal notes describing each entry can be viewed while in the detail inquiry window

Cheque Clearing

- Comprehensive cheque clearing features clear Accounts Payable and Payroll cheques
- Void and Cancel cheques from this window as well. Journalize minor differences between cashed (statement) and issued (book) amounts automatically
- Automatic balancing adjustments can be made for minor discrepancies in cashed (bank statement) versus recorded (book) cheque amounts

Statement Formatting Options

- The statement formatting feature allows you to create your own financial statements with custom titles, columns and account detail. Accumulators make subtotaling easy and built in operators allow you to include calculations of any sort on statements
- Masking allows you to selectively include the accounts, cost centres and departments that appear on your financial statements based on positional character matching
- Rounding and display options can be customized for individual statements
- Up to 20 companies can be consolidated on each financial statement

Reports and Listings

- Standard reports and listings include flexible sorts, formats and selection criteria for tailoring each to your specific requirements
- Reports and Listings can be printed in hard copy or viewed in a window