



C/F DATA SYSTEMS

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General Ledger Default Checklist

You must verify that all G/L defaults have valid G/L numbers. The following chart shows where they are all located.

Application	Procs
REC	<input type="checkbox"/> AGL - Accounts Receivable G/L Account Numbers <input type="checkbox"/> ATM - Adjustment Types for ACE <input type="checkbox"/> AMT - Customer Maintenance
PAY	<input type="checkbox"/> VGL - Accounts Payable G/L Account Numbers <input type="checkbox"/> VRV - Recurring Voucher Entry <input type="checkbox"/> VMT - Vendor Maintenance <input type="checkbox"/> VSM - Subcontractor Maintenance <input type="checkbox"/> VRV - Recurring Voucher Entry
PRL	<input type="checkbox"/> EGL - Payroll G/L Account Numbers <input type="checkbox"/> EDC - Deductions <input type="checkbox"/> EEC - Expenses <input type="checkbox"/> EOD - Other Dollars <input type="checkbox"/> EDG - Department/GL Maintenance <input type="checkbox"/> ERE - Recurring Time Entry <input type="checkbox"/> EMT - Employee Maintenance <input type="checkbox"/> ETM - Vendors and G/L for Tax Checks <input type="checkbox"/> HMQ - Admin Control Questions: Application PRL Seq. #6045: EWU – A rounding difference should go to direct labor account Seq. #50050: G/L account # for office payroll net Seq. #50060: G/L account # for office payroll employer FICA contribution Seq. #50065: EWU-OFC payroll cross-posting G/L account # and reporting
JOB	<input type="checkbox"/> JCA - Cost Types (1 st and also 2 nd screen, if using Actual Burden) <input type="checkbox"/> JSA - Alt G/L for Cost/Billing for JJE (1 st and also 2 nd screen, if using Actual Burden) <input type="checkbox"/> JBT - Billing G/L Accounts (for each type you use...C, T, P, U, E) <input type="checkbox"/> JTX - Sales Tax Master (for each state for which you charge sales tax) <input type="checkbox"/> HMQ - Admin Control Questions: Application JOB Seq. #5615: JSE: Do you want to post your stock slips to general ledger? Seq. #5616: (Review this question if Seq. #5615 = Y) JSE: What GL# do you want the System to default to.
GNL	<input type="checkbox"/> GGL - G/L Banks for Reconciliation <input type="checkbox"/> HMQ - Admin Control File Questions: Application GNL Seq. #10: GBS: What is your account number for retained earnings? Seq. #15: GBS: What is your current Profit/Loss account number?
POS	<input type="checkbox"/> POC - Other Charge Maintenance (if you use Other Charges) <input type="checkbox"/> PCQ - Control File Questions for Purchase Orders Seq. #3005: PRE: Enter the default general ledger number you want the Merchant amount to go to, if not job related, and no default in VMT or VSM.
WOS	<input type="checkbox"/> WSC - Service Location Maintenance