cynergi suite...

Print Financials when Previous GL Year Not Closed

- 1. You can print Financial Statements for the current year when the previous year is still open. Example: Print 1/31/19 Financials when GL is still open for 12/18.
- Steps below:
 - a. Change Company master file.
 - (Starting at the MAIN menu): General Ledger / Control File Maintenance/Company

Company Menu	1 Amaz	03/18 12:29	pm		
	Add a Compan Change a Com Delete a Com List all Com Parameter Co PRint Compan Show a Compa	y Record pany Record pany Record nany Record ntrol Recor y Report ny Record	s ds		
F1-DFM F2-MAIL	F4-CALENDAR	F5-HELP	F7-SECURITY	F8-Prev	

• Choose company #1

• Hit "Enter" until you get to the 13th period. Enter the beginning/ending dates for the time period you want to run a Financial. Hit "Enter" and then F8 out of the screen.

Change Company			1	Amazing	R	entals			12/03/	18 12:28 pm
Company:	1						Р	RD	START	END
Site name: Address:	Amaz 110	ing Renta S. Main	ls					23	2/01/18 3/01/18	2/28/18 3/31/18
	Wich	ita		KS		67202		4 5 6	4/01/18 5/01/18 6/01/18	4/30/18 5/31/18 6/30/18
Phone number: Fax number: FIN:								7 8 9	7/01/18 8/01/18 9/01/18	7/31/18 8/31/18 9/30/18
Current: 9/01/18 to 1/31/19					1 1 1	0 1 2	10/01/18 11/01/18 12/01/18	10/31/18 11/30/18 12/31/18		
A/R -R: N SUM: Y F/M: Y	A/P: T/A: T/M:	Y RTO: N STRIP: N A/R -S:	NNY	P/0: Z: PAWN	Y Y N	G/L: S/A:	Y 1 Y N	3	1/01/19	1/31/19
B/R:Y S COMMON:Y L	ERV: DAN:	N MOVIE: N O/E:	NN	SALES: H/R:	YN	RTO:	Y N			



b. Recalc Balances: any time you change the 13th month, you need to recalc balances.

(Starting at the MAIN menu): General Ledger /Utilities/Recalculate Balances

G/L Utilities	1 Ama	12	/03/18 12:31 pm					
-								
	Purge G/L	Details		-				
-	Recalculate Balances							
	Journal Entry Utility							
	Budget Data Changes							
	BUdget Copy							
	Comparative Data Changes							
F1-DFM F2-MAIL	F4-CALENDAR	F5-HELP	F7-SECURITY	F8-Prev				

Enter account range (I usually enter 1 & 99999) & then hit "F9".

Calc Balances	1 Amazing Rentals	12/03/18 12:32 pm
Beginning Acct: Ending Acct:	99999	
Input th	Press F9 w entering a entering account number to be recal	nen finished all parameters

c. Print Financials for the dates you entered in the "13th Month" parameters.