

## Financial Structure

### Fiscal Calendar

- Unlimited number of fiscal periods
- Supports short fiscal years
- Monthly, 13 period, 4-4-5 calendars
- Supports closing period separate from fiscal periods
- Open next fiscal year and still process JEs for the prior year
- Control which periods are open or closed for posting

### Chart of Accounts

- Up to 50 alphanumeric characters in your account number
- Unlimited hierarchy levels (Assets, Current Assets, Cash) in the COA for grouping related accounts
- Move accounts within the COA hierarchy at any time
- Financial and statistical accounts

### Financial Balances

- Unlimited number of balances for each account including budgets, actuals, last year, forecast, next year budget, etc.

### Currencies

- Supports multiple currencies
- Daily exchange rates
- Automatic JE for month-end exchange rate adjustments

### Ledgers

- Supports multiple companies
- Unlimited number of levels in your organizational structure such as company, division, dept. etc.
- Assign your naming conventions to each level in the organizational structure
- Change organization roll-ups at any time

## Journal Entries

- General journal entries
- Adjusting journal entries
- Standard journal entries
- Reversing journal entries
- Import journal entries from a text file
- Copy any posted journal entry
- Reverse any posted journal entry
- Save JEs to text file without posting and recall for editing at another time
- Mass change any column for all JE transactions
- Repeat column value from a prior row
- Online transaction and balancing totals
- Enter and suspend a JE without posting
- Comprehensive audit trail includes multiple reference columns for each JE transaction with unlimited text
- Detail/summary journal entry listing
- Journal entry inquiry
- Record a description of the JE for reporting/inquiry
- Automatic assignment of JE numbers
- User defined JE number format
- Audit trail of the user and time each JE was created

## Posting

- Posting of journal entries and all subsidiary system transactions is immediate
- The journal entry transaction amounts are posted to all organizational levels to create consolidated online balances
- Automatic inter-company JEs
- Ability to close periods to prevent further posting (with the ability to re-open)

# GL General Ledger Features Checklist

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## Drill Down Inquiry

- View consolidated balances online for any organizational level
- Drill down from consolidated balances, (such as total company travel expenses) to division, department, etc. totals
- Continue the drill down to journal entries and to original source documents in other Empower subsidiary applications
- Analyze one account then jump back to the consolidated balances and begin another drill down
- Drill down shows multiple, user selected balances such as YTD actual and period actual for each account. Switch to other balances for the account (YTD actual vs. YTD budget with the variance) with the click of a mouse

## Financial Reporting

- A library of standard financial statements lets you get up and running quickly
- Standard formats for:
  - Balance Sheet
  - Income Statement
  - Trial Balance
  - Detail General Ledger
  - Summary/Detail JE Listing
  - COA Listing
  - Cash Flow
  - Organizational Listing
- Easily modify any standard library report or create additional reports using the powerful PowerBuilder® report writer
- Database views enable novice users to create reports easily without having to worry about the underlying data structures
- Create graphs, pie charts or sophisticated reports-within-a-report for effective management presentations

## Additional Features

- Automatic year-end closing of profit to retained earnings
- Support for direct posting from non-Empower applications written in PowerBuilder®
- Secure access via username and password
- Intuitive navigation
- Establish menus/navigation by job task or by user
- User preferences establish business rules for processing

## Client Server Technology

- Open system architecture
- Multiple DBMS support for Oracle®, Microsoft SQLServer®, Sybase® and SQLAnywhere®
- Client support for WindowsNT®, Window 3.x® or Windows95®

## Service and Support

- Onsite installation
- Onsite training
- Custom programming
- Source code
- Annual maintenance
- Software enhancement lists
- User conferences