Using SART with General Ledger Passoff and ITR Transcript

Using SART with General Ledger Passoff and ITR. One of the greatest benefits of using SART, is its ability to pass off useful information to the General Ledger. This way, you have a better understanding of the financial status of your business. We'll look at setting up the General Ledger report, ensuring the right information is being passed off, and running a GL report with Passoff. Let's get started.

Before getting started with General Ledger pass off, there are some options, security bits, and passoff fields that need to be reviewed. By setting the proper security bits, you can determine who should have access to the ITR data. You can easily locate the relative options using the Search field. A similar search can be run in Options Configuration. For a full list of options and security bits, open the document found in the Course Materials.

Finally, you will need to make sure you have shrinkage accounts included in your GL passoff. Use the grid filter to isolate them. Work with your accountant to determine how you will value inventory adjustments.

To view information from the Inventory Transaction Record that will be passed off to the General Ledger, begin by opening ITR. You can type those letters right into the launch bar. Then, select By Category. Set the category to Adjustment and then select display. The GL Pass off column shows you the information that will be updated by the GLP report.

Here we see a manual inventory adjustment made to an item. The GL Passoff column shows that the entry is Eligible. With proper security, you can click any of the GL Passoff column values to alter its status. Set the entry to Eligible so that the GL will be updated or change it to Not Eligible and it will be excluded. Press Change to confirm any updates you made. Click OK.

You most likely have the GLP report running in a nightly queue. You will need to add one to update ITR entries. In the Eagle Browser, type GLP to launch the

General Ledger Report. Under Distribution Source, select Inventory Transaction Register.

Under GL Date for ITR Transactions, select T, to use today's date. Leave the Period Cutoff Date blank as this report will run each night and use the proper date. Click the Queue button and add the report to your End of Day queue. Be sure and give it an easy to understand description. The report will appear in the spooler each morning. If you have multiple stores, you will need to set up the GLP report in all stores.

Go ahead and complete the basic setup so you can begin updating your General Ledger based on the entries created in ITR. The tools that SART provides will allow you to keep track of changes and closely monitor inventory data.

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Corporate Office	**Latin America and Caribbean**	**Europe, Middle East and Africa**	**Asia**	**Australia and New Zealand**
804 Las Cimas Parkway	Blvd. Antonio L. Rodriguez #1882 Int. 104	No. 1 The Arena	238A Thomson Road #23-06	Suite 2 Level 8,
Austin, TX 78746	Plaza Central, Col. Santa Maria	Downshire Way	Novena Square Tower A	100 Pacific Highway
USA	Monterrey, Nuevo Leon, CP 64650	Bracknell, Berkshire RG12 1PU	Singapore 307684	North Sydney, NSW 2060
Toll Free: +1.888.448.2636	Mexico	United Kingdom	Singapore	Australia
Direct: +1.512.328.2300	Phone: +52.81.1551.7100	Phone: +44.1344.468468	Phone: +65.6333.8121	Phone: +61.2.9927.6200
Fax: +1.512.278.5590	Fax: +52.81.1551.7117	Fax: +44.1344.468010	Fax: +65.6333.8131	Fax: +61.2.9927.6298