

Using COA Account Mapping

When you move accounts or account segments between books, use maps. Maps make it easier to move parts of one chart of accounts into another chart of accounts.

Start this course by creating a map, either a COA Account Map or a Global Transform Map.

Then within the map, select the accounts or account segments you want to move between the chart of accounts.

You then see how to link COA maps to GL transaction types, books, and consolidation definitions.

The course ends with a tour of the COA Map process.

Objectives

- Creating a COA Map
- Adding Accounts and Segments
- Linking COA Maps
- The COA Map Process

Creating a COA Map

You might need to move AR accounts from a Main book to a legal book. Using posting rules to move accounts from one book to another book is a complicated process.

Posting rules are perfect for specific things, like adding dynamic segments. But when you move accounts or account segments between books, use maps.

You can create two types of maps. A COA Account Map moves part of one chart of accounts into another chart of accounts. Set up source and target accounts.

The second type are Global Transform Maps. Create Global Transform Maps for Global COAs in multi-company environments. They transform account segments from a parent company COA into a subsidiary company COA.

Launch Account Segment Mapping. The Chart of Accounts Mapping application displays. From the Landing Page, tap New.

We will first create a COA Account Map type. This Map Type is the default option.

Enter the Chart of Account Map identifier and its Detailed Description. Use values that help you select the map in other programs.

Select the Source Chart of Account that has financial records you want to map. For example, your company might have a main financial book and a legal book. You need to map accounts to the legal book. For the Source COA, select the Main financial book COA.

Now for the Target COA, select the chart of accounts that receives the financial information. Select the Master COA for the legal book.

A setting you must define is Map Type. There's two options. Either you map entire GL accounts or specific account segments. This is an important value because this option affects what you can map later.

If you select GL Accounts Map and save, you can only map GL accounts. On the other hand, if you select Accounting Segment Map, you only map account segments between the source and target COAs. That's all you do here. After you save the map, move on to enter the account or account segment maps.

Before we do that though, let's take a quick look at a Global Transform Map type. Tap the New icon.

These maps only transform account segments between companies. Enter an identifier and a Detail Description that describes the source and target companies.

Select the Global Transform check box. That limits what you can select for this map.

After you select the Source Chart of Account, the Target Chart of Account shows the same COA. You can't change this, as Global Transform Maps must use the same COA to map segments between companies.

And since it only changes segments, the Map Type is automatically set to Accounting Segment Map.

Now select the External Company that will receive the account segments.

That's what you do to create a Chart of Accounts Map and a Global Transform Map.

Adding Accounts and Segments

Now that the main values are set up, do the actual mapping.

Remember earlier that the Map Type is important? When you select GL Account Map, you map accounts. When you select Accounting Segment Map, you map segments. The map can only do one or the other.

Let's start with account mapping. For the Map Type, select New GL Account Mapping.

Expand the Accounts Map card. From the grid, tap New.

First select the Source GL Account that contains the financial records. Tap the Search icon and select the source account's Chart, Division, and Department.

Now tap the Target GL Account search and select the receiving account's Chart, Division, and Department.

Tap New again and enter another account. Keep adding more until you set up the source and target accounts.

When setting up an Account Segment Map, you do things differently. For the Map Type, select Account Segment Mapping.

Within the Segments Map grid, select the Source Segment and Target Segment, like Chart and Chart. Then tap New.

Select the Source Segment Value. This column has a drop-down list that displays the source chart segment values.

Then select the Target Segment Value. This column has a list with all the target chart segment values.

Tap New again and add another segment. Keep adding target and source segments until you complete the map.

Linking COA Maps

At the beginning of the course, we talked about how it was easier to move accounts using COA maps instead of posting rules.

You can use both in GL Transaction Types. Use posting rules to add dynamic segments or other specific things. But when you move accounts or account segments between books, select a map for the type.

Do this in GL Transaction Type Maintenance. This application defines the processes that post accounts and journals. You create custom posting rules here too, but learn about them in a different course.

We will focus on the Revisions > Book > Detail sheet. This sheet determines how transactions post to a book. First select the book.

Now select the Use Mapping check box. This activates the Mapping fields.

Use the Mapping from drop-down list to select the source book for the COA map. Then from the Using drop down list, select the COA map. When books use the same chart of accounts, select the Use Source GL Account option.

Now when you post using this transaction type, the Kinetic system uses this COA map to post financial records between the source and target accounts.

You can also set up a source mapping relationship directly on a book. Do this within Book Maintenance.

After you select a book from the Landing Page, expand its Details card.

From the Nav Tree, go to the Posting > Source Book Details branch. You will see the GL Transaction Mapping card.

Now tap the New Link from Source Book icon.

First select the source book from the Map GL Transaction From Book drop-down list.

That pulls in maps you've created for this book. Select the map from the Use COA Map list. Like before, when books use the same chart of accounts, select the Use Source Account option. Once you've done that, pick a Transactional Currency.

Expand the GL Transaction Configuration card. This card contains transactions that update accounts between the source and target accounts. To activate their mappings, select Enable All.

Now to complete the mapping, tap the Overflow menu and select Update Transaction Types.

The last place where you select COA maps is within Consolidation Definition Maintenance. If you are in a multi-company environment, consolidation definitions determine how finances consolidate between source and target books.

You first transfer accounts from one or more source books to an intermediate book and then transfer to a target book. This target book can be in another company.

Select the consolidation definition and add source books for the definition. From the New menu, select New Source Book Definition.

On the Source Detail sheet, pick the Source Book. Then select the COA map that pulls source accounts or account segments into this consolidation definition.

The COA Map Process

This image shows how the COA map process works in the system. Click on each item to learn more.

Chart of Accounts Map

Create a Chart of Accounts Map to transform one part of a COA into another part of a different COA. Usually you create COA maps instead of customizing posting rules. Map either accounts or account segments.

Global Transform Map

Create a Global Transform Map for multicurrency environments. Use them to map account segments from a parent company COA to a subsidiary company's COA. They must use the same chart of accounts and can only map account segments.

GL Transaction Type

General ledger transaction types define posting processes for accounts and journals. Each transaction type handles a specific financial area like AP Payments, AR invoices, and so on. While you can customize posting rules, you can instead link a book to a type and then post financial records using a COA map.

Book

Books define the currency, fiscal calendar, chart of accounts, and Retained Earnings account. A company can use multiple books to record financial information in different ways. You can link a Source book to each book, and then select a COA map that determines what source accounts post to the target accounts in the receiving book.

Consolidation Definition

Used in a multi-company environment, consolidation definitions determine how source and target books process financial information. Select a COA map to move information from the source book to account segments within intermediate and target books.

Recap

And that's how you create and use COA maps. Let's review this course.

You started by learning how to create both a COA Account Map and a Global Transform Map.

Then within a COA Map, you saw how to select the accounts or account segments that move between the chart of accounts.

You then learned how to link COA maps to GL transaction types, books, and consolidation definitions.

The course ended with a tour of the COA Map process.

To learn more about COA maps, review information in the Help and Support Panel. Continue learning about financial processes and features by taking more courses in the Epicor Learning Center.

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