

General Ledger

✓ It's included

You've heard the phrase "can't see the forest for the trees." Unfortunately, with many General Ledger systems, the problem is often quite the opposite—detail is removed and all you can see is summarized or consolidated data, making it difficult or impossible to get to the information you really need. **SpruceWare.NET does not suffer from this affliction.**

Yes, SpruceWare.NET summarizes nicely, **but** you can drill down to the detail if something you see raises questions. If you're in GL Account Inquiry, for example, you'll see a tab for posted history. Pick a date or range to view any transactions ever posted to that account.

See a journal that you want to know more about? Double-click on the journal ID to be taken directly to a journal inquiry for that specific transaction, showing not only the credit and debit amount for each affected account but, when a specific account is highlighted, every document (invoice, payment, check run, receipt, etc.) that affected that account.

Curious still? Double click on any document number to be taken directly to that actual document. And there's no need to stop there—once a document is being viewed, you have access to the trail of documents associated with that one document (for example, an invoice might be associated with one or more orders, back to one or more quotes; and it might be associated with one or more special orders forward to POs to receipts to AP invoices and to check runs...all automatically).

Intuitive actions, account numbering flexibility, a 13th adjustment cycle, unlimited open cycles, solid financial reporting, reversing entries, recurring journals, budgeting, automatic branch mapping...

Can't see the trees for the forest?

Drill Down, Clockwise from below: GL Account Inquiry; GL Journal Inquiry; original invoice document; associated documents in the SpruceWare.NET document trail.

With SpruceWare.NET,

it's all

right there.

How it works

GL setup is a cooperative effort between you and your Spruce trainer. Unless you want to scrap it, you will start with your current chart of accounts. You have several account numbering options from simple 5 character numbers to more detailed 4 section, 15 character numbers. You probably will come up with some new accounts to add to take advantage of SpruceWare.NET's functionality. Again in cooperation with your trainer, you will set up account mapping in your main branch.

Category	Description	Type	Date	Amount	Posting
1	Cash/Credit	Asset	10/20/06		
2	Cash/Debit	Asset	10/20/06		
3	Accounts Payable	Liability	10/20/06		
4	Accounts Receivable	Asset	10/20/06		
5	Inventory	Asset	10/20/06		
6	Fixed Assets	Asset	10/20/06		
7	Equity	Equity	10/20/06		
8	Retained Earnings	Equity	10/20/06		
9	Dividends	Equity	10/20/06		
10	Expenses	Expense	10/20/06		
11	Cost of Goods Sold	Expense	10/20/06		
12	Interest Expense	Expense	10/20/06		
13	Interest Income	Income	10/20/06		
14	Other Income	Income	10/20/06		

Enjoy intuitive setup like account mapping

At any time, if you have supporting Windows files (spreadsheets, word processing documents, web links, etc.) associated with specific accounts, you can directly and permanently attach them to the accounts. If you have paper documents filed away, you can scan them and attach the scans right on the system too.

Once you are live on the system, your procedures are straightforward. The system will automatically create journals for all system activity (though you have the option of holding off on the automatic creation of journals from Accounts Payable). Automatic journal transactions are unposted until you choose to post them. When you are ready—whether daily, weekly, monthly, or on an ad hoc basis—you will post the journals to the ledger to affect GL account balances. This is done through a simple journal selection window that automates the process, often by posting everything for a specific cycle or of a specific type.

Once all the journals for a specific GL cycle are posted (and assuming there are no untransferred AP invoices that would affect that cycle), you can close the cycle to further activity. After the final cycle of your fiscal year is closed, a 13th (adjustment) cycle is used for any adjusting entries you or your accountants deem necessary. A common example is clearing inventory purchases, adjustments, etc. so they have zero balances at the start of the new fiscal year, rolling the net into a “starting inventory” balance. The income

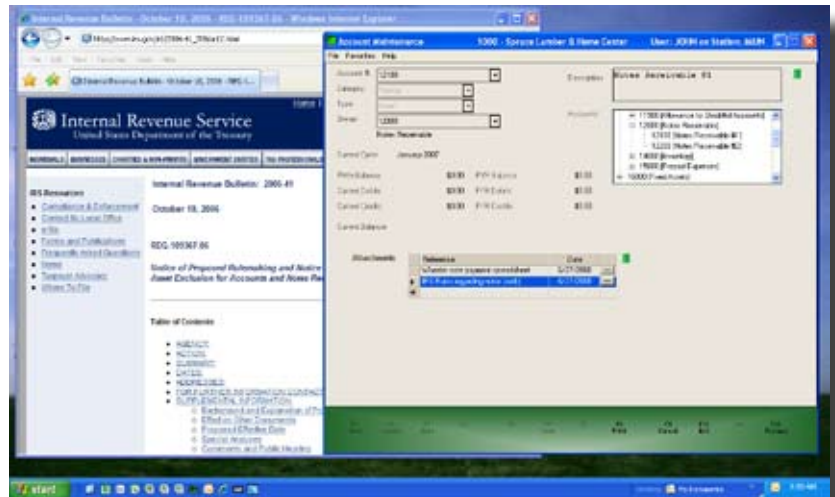
statement (P&L) balances are cleared automatically, after confirmation, when you close the adjusting cycle.

Modifying an unposted journal transaction is a simple matter of bringing it up, making the appropriate changes, and saving it. Adding manual transactions is done in the same journal entry window.

Reversing entries are accomplished by choosing the “Reversal” option from a new Journal Entry screen. Simply select the transaction to reverse and save it.

Budget entry allows you to compare planned performance to actual performance. When you enter budget numbers, you can automate the process by using defaults (last year's budget or last year's actuals) and/or by automatically splitting annual numbers into monthly numbers using preset percentages.

Financial statements like the Income Statement, the Comparative Income Statement Analysis, and the GL Trial Balance (in addition to reports created using Crystal Reports) can be run with comparative budget-to-actual numbers. Each statement of any type has its own versions, selection options, sort options, and filtering options. All



Stay organized by attaching spreadsheets, web links, etc. to your accounts

financial statements can be run for a single store (or department), any subset of stores, or all stores.

Daily activity produces data for reports that can be used to check and reconcile activity by day, month, date range, etc. Since transaction detail is always kept, such reports can be run after the fact.