



PeopleSoft General Ledger 9.1

Business Unit Setup Training Manual

Contact Information:

SpearMC Consulting, Inc.
1-866-SPEARMC
info@spearmc.com
www.spearmc.com

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PURPOSE

This document will review the General Ledger Business Unit Definition and the Journal processing Options.

CHAPTER 1 - GENERAL LEDGER BUSINESS UNIT DEFINITION

Topic 1: Overview

General Ledger Business Units (“GL BUs”) are defined as any independent part of a company that maintains its own set of books. While each BU (**figures 1 to 5**) keeps its own set of books, it is possible to maintain a single, centralized database, reducing the effort of maintaining redundant information for each business unit and ensuring consistent and accurate consolidated results. This enables the production of reports across business units, enabling users to see the big picture.

Several significant rules define a business unit:

- Represents a legal entity;
- Maintains its own set of books;
- Get a separate balance sheet, financial and management reporting;
- Defines a significant level of control.

Also one must keep in mind that:

- Batch processing is requested by Business Unit;
- Reports are printed by Business Units;
- Chartfields can differ by Business Unit;
- InterUnit Journal Transactions are created based on Business Unit;
- TableSet sharing is specified by Business Unit;
- Journal Entry error processing options can be defined by Business Unit;
- Security can be set up by Business Unit;
- Each Business Unit has a single base currency.

Specific Example: See *SpearMC Chartfield and Tree Presentation*. In addition to walking through this document to understand Chartfields linked to a TableSet ID, this also details GL BUs.

NAVIGATION: Home > Setup Financials/Supply Chain > Business Unit Related > General Ledger > General Ledger Definition

The screenshot shows the Oracle General Ledger Definition form. The breadcrumb navigation is: Favorites | Main Menu > Set Up Financials/Supply Chain > Business Unit Related > General Ledger > General Ledger Definition. The form has several tabs: Definition (selected), Journal Options, Currency Options, Approval Options, and Inter/IntraUnit. The form fields are as follows:

- Business Unit:** US001
- Description:** US001 NEW YORK OPERATIONS
- Short Desc:** US001
- 'As of Date:** 01/01/1900
- *Base Currency:** USD
- Holiday List:** New York & Massachusetts
- Customer Vendor Affiliate
- Enable Document Sequencing
- Consol - For Eliminations Only

At the bottom, there are two links: [Business Unit ID Numbers](#) and [ADB Incremental Calc Method](#).

Figure 1

Base Currency: The *only* primary currency for the general ledger business unit sometimes referred to as the *book* currency, will be USD.

As of Date: Benchmark for the system's current reporting period and calculations of year-to-date amounts. The “as of date” is a report option on PS/nVision report requests. When you change the “as of date” for a business unit, all reports using this option execute relative to the “as of date” you've specified here, so it is not necessary to change the report specifications.

Default SetID: Determines the preliminary TableSet sharing setup for this business unit. This will prepopulate the set-id for the business unit. SHARE is the Default Set ID.

Holiday List: Identifies holiday calendars for different countries or business units. Each business unit will have its own calendar.

Customer Vendor Affiliate: Select this option to obtain the InterUnit ChartField value from the customer or vendor tables when you create a transaction for this business unit. (Will not be used)

Consol - For Eliminations Only (consolidate - for eliminations only): To automate the elimination of intercompany transactions, select this option to set up this special type of general ledger business unit as an eliminations entity for consolidations processing. Only business units starting with an E should be set-up as an elimination unit when being used in the PeopleSoft Consolidations process. (Will not be used initially)

Business Unit ID Numbers: Identifies additional ID numbers for a business unit. (Will not be configured and used).

ADB incremental Calc: After the ADB ledgers have been added to the business unit. It will be selected here for the business unit for which ADB ledgers to use the incremental calculation. All ADB ledgers will have incremental calculation turned on. (Will not be used)

NAVIGATION: Home > Setup Financials/Supply Chain > Business Unit Related > General Ledger > General Ledger Definition > Journal Options

ORACLE

Favorites Main Menu > Set Up Financials/Supply Chain > Business Unit Related > General Ledger > General Ledger Definition

Definition Journal Options Currency Options Approval Options Inter/IntraUnit

Business Unit: US001

^Journal Balance Option: Recycle [Balance Suspense ChartFields](#)

^Journal Edit Errors Option: Recycle [Edit Suspense ChartFields](#)

^Control Total Option: Recycle

^Journal Amount Errors Option: Recycle [Amount Suspense ChartFields](#)

^Journal Process Date Option: Current Date Process Date:

^Journal Date < Open From Date: Recycle

^Journal Date > Open To Date: Recycle

Allow Different Unpost Date

Figure 2

Journal Balance Option: Specify how the system should handle balancing errors for the business unit. Valid values are:

- Recycle:** Marks journal containing this error as invalid and prevents you from posting them. Once you've made the corrections and reedited the journal, you can post the journal successfully.
- Suspend:** Posts, to a suspense account, the amount required to bring each journal into balance.



The standard setting for all business units is Recycle.

Journal Edit Errors Option: Specify how the system should handle journal edit errors for the business unit. Valid values are:

- Recycle:** Marks journal entries containing errors as invalid and prevents you from posting them. Once you've made the corrections and reedited the journal, you can post the journal successfully.
- Suspend:** Posts, to a suspense account, the amount required to bring each journal into balance. Access the Edit Suspense ChartFields page to specify the ChartFields and ChartFields values to specify the suspense account for balancing errors.



The standard setting for all business units should be recycle to prevent unbalanced journals to be Created.

Control Total Option Specify how the system should handle control total errors for the business unit.

Valid values are:

- **Recycle:** Marks journal containing control total mismatches as invalid and prevents you from posting them. Once you've made the corrections or changed the control totals and reedited the journal, you can post the journal successfully.
- **N/A:** Ignores any control totals previously set. The N/A option is available only for control total errors.



The standard setting for all business units will be Recycle as delivered. Control Totals are usually not used.

Journal Amount Errors Option: Specify how the system should handle errors when the foreign amounts and the monetary amounts are not the same sign. For example, it determines how to handle errors for a journal that has a foreign amount that is GBP 10 and the monetary amount is USD -200.

Valid values are:

- **Accept:** The Journal Edit process (GLPJEDIT) accepts the amounts and does not generate an error.
- **Recycle:** Marks journal entries containing errors as invalid and prevents you from posting them. Once you've made the corrections and reedited the journal, you can post the journal successfully.
- **Suspend:** Posts the journal to a suspense account with the monetary amount sign reversed. In the previous example, the suspense line has a foreign amount of GBP 10 and a monetary amount of USD -200. Access the Amount Suspense ChartFields page to specify the ChartFields and ChartFields values for the suspense account for balancing errors.



The standard setting for all business units will be Recycle.

Journal Process Date: Specify how processes determine the process date for journals. The Journal Post (GLPPPOST) and Journal Generator (FSPGJGEN) processes and many other general ledger processes support the use of the Process Date option. Valid values are:

- **Current Date:** For general ledger processes that use Process Date in their run controls, select this option to use the date at the time that the batch process runs.
- **Process Date:** Use a date that you specify in the next field for all journals in the batch. The system only permits you to enter a working calendar day. Before you run any processes that use a process date, you can use the Maintain GL BU Process Date (maintain general ledger business process date) process to perform a mass update of the journal process date. You can run this process for an individual business unit, a range of business units, or all business units.



Set the standard for all business units to Current Date.