

REPORTS:

Reports may be printed, previewed, written to PDF files, or written to text files

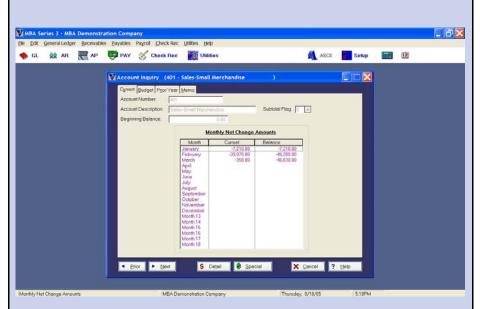
- Balance Sheet
- Income Statement
- Prior Year Comparison
- Budget Comparison
- Budget/Prior Year Comparison
- Prior Year Balance Sheet
- Cash Flow
- Trial Balance
- Working Trial Balance
- MTD/YTD General Ledger
- Edit Journal
- Posted Edit Journal
- Audit Trail
- Posted Journal Entry Detail
- Recurring Journal Entry Group
- Display Trial Balance Totals
- Net Change Verification
- Net Change Reports
- Chart of Accounts
- Financial Statement Formats
- Account Inquiry Summary
- Running Balance
- Batch Notes Report



Accounting Software & More

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GENERAL LEDGER



MBA's SERIES 3 General Ledger is the foundation of your accounting system. It processes all of your accounting transactions. Subsidiary ledgers are integrated with the General Ledger, and may be posted automatically from Accounts Receivable, Accounts Payable, and Payroll modules. Excellent budgeting and reporting capabilities allow you to maintain control of your business at all times.

You may adapt any existing account numbering scheme into the General Ledger Chart of Accounts. It is very flexible: account numbers can be up to 15 characters, with free-form segmentation for department usage. You may also choose from over 50 predefined Chart of Accounts when setting up your system.

The General Ledger module provides your management with the valuable financial information that is necessary to run your business. We have included a very powerful and flexible financial statement generator that makes it easy for you to generate and modify your financials. The system prepares and prints balance sheets and profit and loss statements for up to 18 accounting periods, which may be processed concurrently. This allows current year posting while adjusting the prior year's books for up to two full quarters after the end of the fiscal year. Prior year and budgetary data is also maintained to provide comparative management analysis reports.

FEATURES	SERIES
TLATURES	
	GENERAL LEDGER
GUADE OF A GGOLDYEG	
CHART OF ACCOUNTS	15 alpha-numeric charactersDefine your own department structure
	• Choose from over 50 predefined Chart of Accounts, or define your own
	• On-line inquiry lets you easily and quickly view account balances,
	transaction detail, prior year, budget, and memo account information
	View and search detail transactions using multiple sort orders: by
	account number, journal source, period, account description and check #
	View monthly budget and prior year amounts and compare with current
	balances
MULTIPLE BATCH ENTRY	Drill-down to view the batch in which a transaction was posted Double entry accounting prevents posting upbelanced batches.
TYPES	 Double entry accounting prevents posting unbalanced batches Standard journal entries are used for normal debit/credit processing
TILD	User Defined Easy Journal Entry screens are used for quick entry of
	repetitive transactions where only the amounts change
	• Recurring Journal Entries are used for recurring types of transactions
	where only the dates change
	• All types include full screen processing for ease of use and easy viewing
	• If you post a batch in error, a 'Reversing Batch' can be created to offset
EDIT JOURNALS AND AUDIT	the original entry
TRAILS	• Automatic or selective printing of detailed audit trails and edit journals provides you with detailed hard copy records of your transactions
PRIOR YEAR/BUDGET/MEMO	Automatic updating of prior year amounts when closing the year
ACCOUNT MAINTENANCE	• Easy to maintain budget, prior year, and memo account information
	Comparative analysis reporting, complete with variances
	Ability to post transactions to Budget and Memo accounts
ACCOUNTING PERIODS	• 18 open accounting periods can be processed concurrently
	• This allows current year posting, while adjusting the prior year's books
	for up to 2 full quarters after the end of the fiscal year
	 The year-end close is automatically performed for you Posting months can be closed/re-opened at any time during the year - this
	can prevent inadvertent posting to an incorrect month
CUSTOM FINANCIAL REPORTS	• A virtually unlimited number of Financial Statements can be set up using
	MBA's flexible financial statements generator
	Predefined reports may be used, or you can create your own
	Balance Sheet, Income Statement, Prior Year Comparison, Budget
	Comparison, Prior Year Budget Comparison, Cash Flow and Prior Year
QUERY CENTER WIZARDS	 Balance Sheet format types are available The Query Center Wizard provides a powerful new method of searching
AND QUERY WIZARDS	through the Chart of Accounts. For example, you can search for a
	transaction amount of \$25.35 in post month 10, and all transactions with
	that amount will display.
	• Query Wizard buttons on many of the file browsing screens also allow you
	to selectively view records based upon criteria you have chosen
POWERFUL SPREADSHEET	Easily export your data for further analysis in a spreadsheet or database
AND ASCII INTERFACES	