Processing Modified Accrual Entries For Year End

Use Sequence 801 - 879 for accrual entries.
Use Sequence 801 - 829 for Modified AJE's
Use Sequence 830 - 859 for Reversing Modified AJE's
Use Sequence 860 - 879 for Full Accrual Entries

Modified Closing Entries Sequence Codes
   802   MDFID Dept'l Cash
   803   MDFID Interest Receivable
   805   MDFID Taxes Payable
   807   MDFID CWP Due to State
   808   MDFID Deferred - Reserved Grants - Aids
   809   MDFID Payables (HS CSIS & Cemetery Trust)
   810   MDFID Salaries Payable
   811   MDFID Prepaid
   812   MDFID Contracts Payable
   815   MDFID Non Reversing AJE
   820   MDFID OSA Audit Adjustments
   825   MDFID Non RVRS OSA Adjust
   Add 30 to each Sequence Number for Year end Reversing entries

Using Menu 4010 for Reversing entries
      Copy prior year entry using Option 3 = Copy
         - Copying gives you the option to change signs (i.e. Change CR to DR)
         - Copying gives you the option to change methods (i.e. Cash to Modified)
         - Copying gives you the option to change date (i.e. 12/31/04 to 1/1/05)
         - Copying gives you the option to change sequence (i.e. 801 to 831)
         - Copying gives you the option to change description
              (i.e.'2003 Dept'l Cash' to 'Reverse 2003 Dept'l Cash')
         - Copying gives you the option to change amounts
              (i.e. change 2004 amounts for 2005 amounts)

Steps for reversing entries:
         Menu 4010
         Type 3 = Copy infront of AJE to be reversed
         Audit # 3 = New   for 123107 reverse to 010108 8XX + 30
         Amount 2 = Retain
         Reverse signs Y
         Description 2 = New   "Reverse 2007 Closing Entries"
         Accrual 1 = Retain Original
         Press Enter
         Press Enter
         New Audit Date   010108
         New Sequence   -8XX + 30
         New Description   "Reverse 2007 Closing Entries
         Press Enter
         Press Enter
         Hit Insert Key on Keyboard
         Type   "RVRS" infront of MDIFID
         Audit Date   010108
         Audit Sequence   -8XX   (usually closing audit # plus 30 ie. -812 is -842)
         Press Enter
         Press Enter

      NOTE: You must have all entries ready for all funds prior to posting the entries,
               otherwise, you will have a lot of correcting entries to make.

Non Reversing entries:
      Capital Leases
         Do Modified non reversing entries to move interest portion of Lease payment
         out of payment to debt service interest. (i.e. Johnson Ctrl & Pitney Bowes)
      Reserved/Designated Fund Balances