

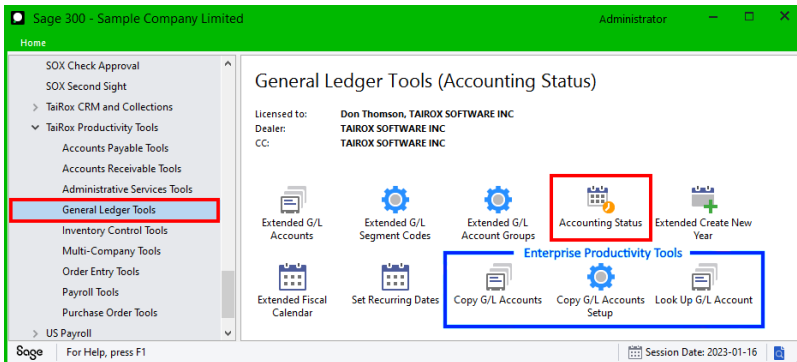
# Accounting Status

Account Status helps you manage Sage 300 accounting processes by providing status information for all core modules in a single window. This benefit is targeted at larger clients who have several people involved in closing at month-end or year-end.

The program displays un-posted batches and un-transferred sub-ledger transactions from all Sage 300 applications in a single window. User can drill-down from that window to see batch control records and other pertinent information.

## Using Accounting Status

The Accounting Status icon appears under **TaiRox Productivity Tools > General Ledger Tools** on the Sage 300 desktop and can be copied to other menu locations.



*Enterprise Productivity Tools appear if you have an Enterprise license from TaiRox Software.*

The Accounting Status window appears as follows:

Application	Batch Status							
<b>General Ledger</b>								
Open		1						
Ready To Post		1						
<b>Accounts Receivable</b>								
Invoice Batch Status	Receipt Batch Status	Adjustment Batch Status	Refund Batch Status					
Open	0 Open	0 Open	0 Open	0				
Ready To Post	0 Ready To Post	0 Ready To Post	0 Ready To Post	0				
<b>General Ledger Batches to Create</b>								
Invoice Batches	Yes							
Receipt Batches	Yes							
Adjustment Batches	Yes							
Refund Batches	Yes							
Revaluation Batches	Yes							
<b>Accounts Payable</b>								
Invoice Batch Status	Payment Batch Status	Adjustment Batch Status						
Open	0 Open	0 Open	0					
Ready To Post	0 Ready To Post	0 Ready To Post	0					
<b>General Ledger Batches to Create</b>								
Invoice Batches	Yes							
Payment Batches	Yes							
Adjustment Batches	Yes							
Revaluation Batches	Yes							
<b>Order Entry</b>								
Active Orders	Future Orders	Standing Orders	Quotes					
Not Complete	3 Not Complete	1 Not Complete	1 Not Complete	0				
On Hold	2 On Hold	1 On Hold	1					
Shipments								
Not Complete	4							
<b>General Ledger Batches to Create</b>								
Order Entry	Yes							
<b>Purchase Orders</b>								
Requisitions	Purchase Orders	Receipts						
Not Complete	6 Not Complete	25 Not Complete	3					
<b>General Ledger Batches to Create</b>								
Purchase Orders	Yes							
<b>Inventory Control</b>								
Receipts	Shipments	Internal Usage	Adjustments	Transfers	Assemblies	Physical Inventory Worksheets		
Entered	1 Entered	1 Entered	1 Entered	1 Entered	1 Entered	1 Not Posted		
<b>General Ledger Batches to Create</b>								
Inventory Control	Yes							
<b>Bank Services</b>								
Bank Reconciliation Entries	Bank Entries							
Not posted	1 Not posted	2						
<b>General Ledger Batches to Create</b>								
	..							

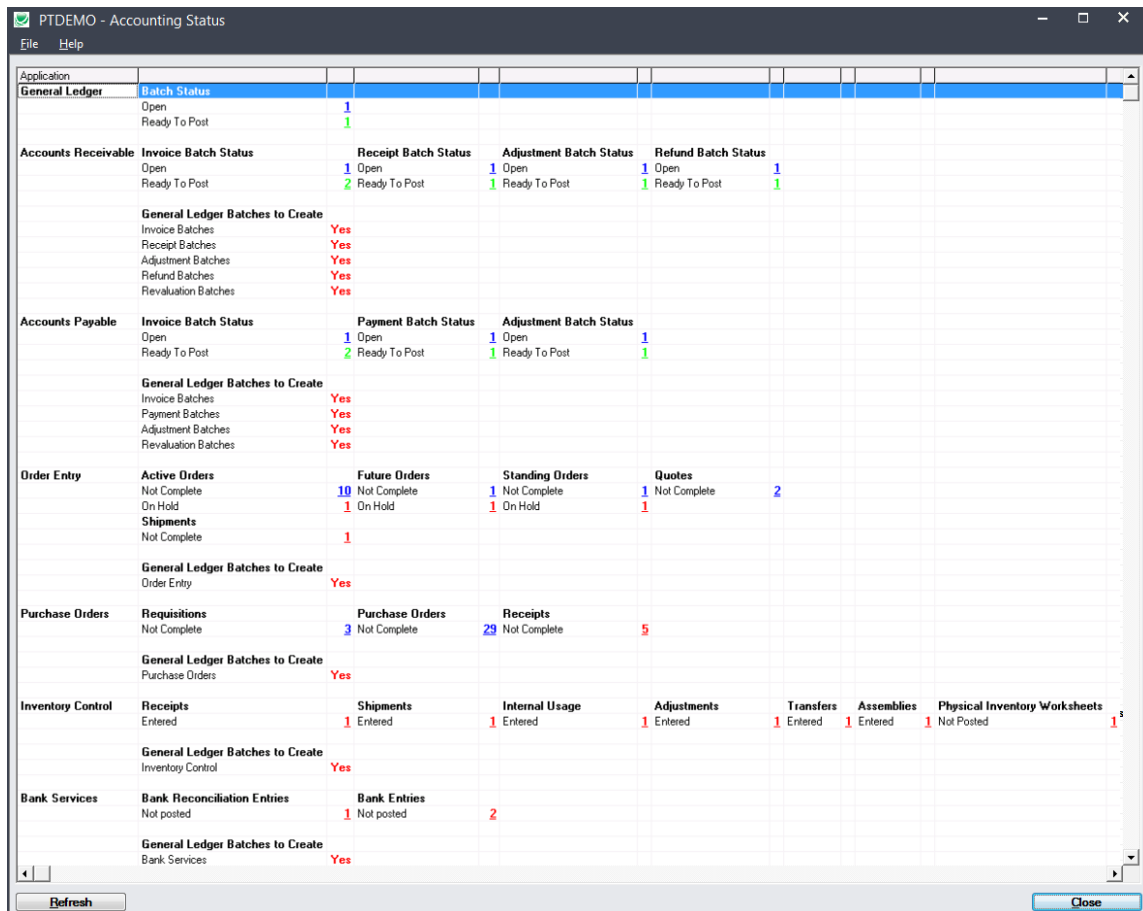
- The program provides a section for each Sage 300 application that displays the status of batches and other pertinent data that may need to be addressed as part of a period-end process.
- Click underlined counts to drill-down to more information.
  - Generally, green indicates "Ready to Post" and blue and red indicate "Open" or "Not Complete".
  - Red items would normally need to be completed as part of a period-end process.

## Sample account statuses and drilling down to details

The screens in this section are for illustration purposes; they show all possible items that might appear. Normally, much less information will be visible.

For example, the following Account Receivable section would not show the "Batches to Create" lines unless there actually are batches that need to be transferred to the General Ledger.

Accounts Receivable	Invoice Batch Status	Receipt Batch Status	Adjustment Batch Status	Refund Batch Status
	Open	<u>1</u> Open	<u>1</u> Open	<u>1</u> Open
	Ready To Post	<u>2</u> Ready To Post	<u>1</u> Ready To Post	<u>1</u> Ready To Post
	<b>General Ledger Batches to Create</b>			
	Invoice Batches	Yes		
	Receipt Batches	Yes		
	Adjustment Batches	Yes		
	Refund Batches	Yes		
	Revaluation Batches	Yes		



- Click on the Open A/R Invoice Batch count to display a list of those items:

The screenshot shows a software window titled "PTDEMO - Accounts Receivable (Invoice Batch Status - Open)". On the left, a navigation menu is visible with categories: "General Ledger", "Accounts Receivable", "Accounts Payable", and "Order Entry". Under "Accounts Receivable", the "Open" option under "Invoice Batch Status" is selected. The main window displays a table with the following data:

Batch Number	Batch Date	Description	Number of Entries	Batch Total	Batch Type	Batch Status	Source Application	B.
68	05/07/2020	July Transactions	1	108,250	Entered	Open	AR	N

Buttons for "Refresh" and "Close" are located at the bottom of the window.

- Click on the O/E Active Orders Not Complete count to display a list of those items:

The screenshot shows a software window titled "PTDEMO - Order Entry (Active Orders - Not Complete)". On the left, the "Not Complete" option under "Active Orders" in the "Order Entry" category is selected. The main window displays a table with the following data:

Order Number	Order Description	Order Date	Order Type	Customer Number	Bill-To Name	Purchase Order Number
ORD000000000001	Please ship ASAP	15/01/2019	Active	1200	Mr. Ronald Black	
ORD000000000002	No backorder plex	15/01/2019	Active	1210	ACME Plumbing	
ORD000000000003	No backorder	30/06/2020	Active	1105	Bargain Mart - Oa	
ORD000000000004		01/07/2020	Active	1200	Mr. Ronald Black	
ORD000000000005		01/07/2020	Active	1200	Mr. Ronald Black	
ORD000000000006		05/02/2020	Active	1200	Mr. Ronald Black	
ORD000000000007		05/02/2020	Active	1210	ACME Plumbing	
ORD000000000008		05/02/2020	Active	1240	The Courtyard	
ORD000000000009		05/02/2020	Active	1500	Custom Comfort	
ORD000000000070		05/02/2020	Active	1200	Mr. Ronald Black	

Buttons for "Refresh" and "Close" are located at the bottom of the window.