

PeopleSoft®

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Global Solutions China
PeopleBook

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Setup

System Setup

Before you use J.D. Edwards software, you must set up and define certain information that the system uses during processing. You use this information to customize the system for your business needs.

Setting Up Your System for Localization

You must complete the system setup tasks (such as General Accounting or Accounts Receivable) as well as international and country-specific tasks for China.

Setting Up User Display Preferences

Some of J.D. Edwards localized software uses country-server technology to isolate country-specific features from the base software. For example, if during normal transaction processing, you record additional information about a supplier or validate a tax identification number to meet country-specific requirements, you enter the additional information using a localized program and the tax validation is performed by a localized program instead of by the base software. The country server indicates that this localized program should be included in the process.

To take full advantage of J.D. Edwards localized solutions for your business, you must set up your user display preferences to specify the country in which you are working. The country server uses this information to determine which localized programs should be run for the specified country.

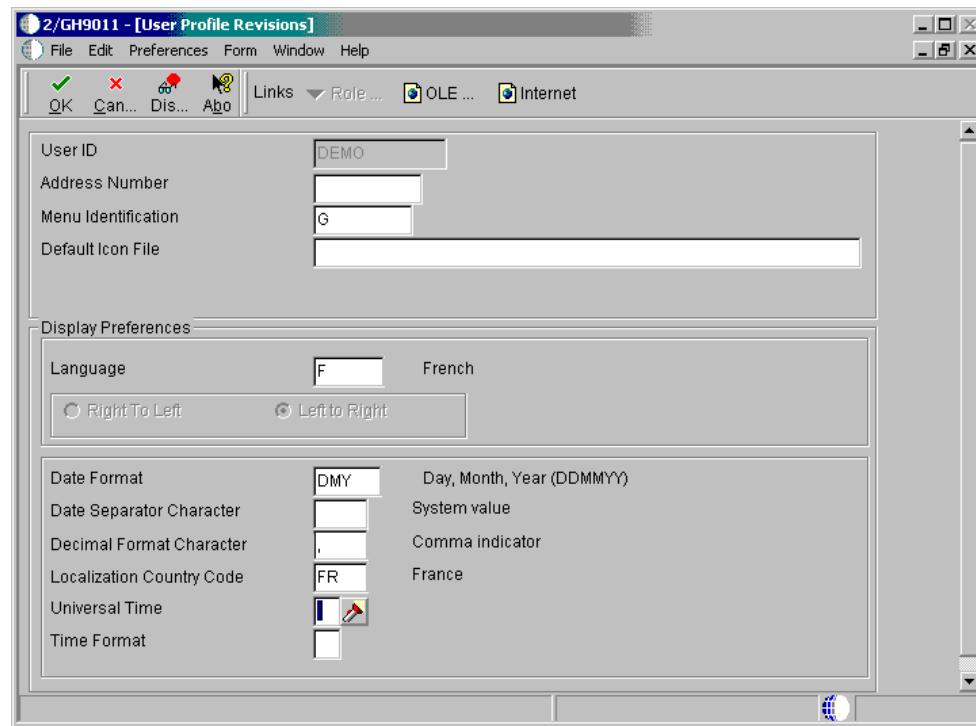
You use localization country codes to specify the country in which you are working. J.D. Edwards supplies localization country codes in user defined code table 00/LC. This table stores both two-digit and three-digit localization country codes. In addition, the Description 02 field contains the localization tier for each country. The localization tier determines the level of support that J.D. Edwards provides for that country. See the *International Product Handbook* for more information about J.D. Edwards localization tier classifications and policies.

You can also set up user display preferences to use other features in J.D. Edwards software. For example, you can specify how the system displays dates (such as DDMMYY, the typical European format) or specify a language to override the base language.

► **To set up user display preferences**

From the System Administration Tools menu (GH9011), choose User Profiles.

1. On Work With User / Role Profiles, complete the steps to locate a user profile.
2. Choose a record and click Select.



3. On User Profile Revisions, complete the following field:

- Localization Country Code

4. Complete the following optional fields:

- Language
- Date Format
- Date Separator Character
- Decimal Format Character

5. Click OK.

See Also

- *User Profiles in the OneWorld® System Administration Guide*

Processing Options for User Profiles (P0092)

Processing

1. Enter a '1' to run in Proof Mode. A blank defaults to Final Mode.

Processing Con

2. Enter the values to be used in creating the User Profile records.

Enter a '1' to use initials plus address book number in the User Id. Blanks default to just the address book number.

Group

Fast Path
Language
Date Format
Date Separator Character
Date Format Character
Country
Processing Con
3. Entering in environments for the users will override what is already associated with the specified group profile.
Environment 1
Environment 2
Environment 3
Environment 4
Environment 5
Environment 6
Environment 7
Environment 8
Environment 9
Environment 10
Environment 11
Environment 12

Setting Up User Defined Codes

On the System Administration Tools menu (GH9011), choose User Defined Codes.

Many fields throughout J.D. Edwards software accept only user defined codes (UDCs). You can customize your system by setting up and using user defined codes that meet the specific needs of your business environment.

Caution

User defined codes are central to J.D. Edwards systems. You should be thoroughly familiar with user defined codes before you change them.

Note

You must enter identical document types in both UDC 00/DT and UDC 00/DV. You must also add the valid values in the Special Handling codes fields in both user defined codes lists.

See Also

- ❑ *Customizing User Defined Codes* in the *OneWorld Foundation Guide* for more information about user defined codes

Document Type - All Documents (00/DT)

Set up original document types so that you can identify, group, and process similar transactions. In addition to the hard-coded document types that are used throughout J.D. Edwards software, you can set up document types that are based on your specific business needs.

In China, you must set up the following document types with predefined special handling codes:

Code	Special Handling
Taxable invoices	s
Tax exempt invoices	n
Transportation invoices	t
Agriculture certificates	a
Waste certificates	w
Custom tax certificates	g

Document Type - Vouchers Only (00/DV)

Set up original document types for vouchers so that you can identify, group, and process similar transactions. In addition to the hard-coded document types that are used throughout J.D. Edwards software, you can set up document types that are based on your specific business needs.

In China, you must set up the following document types with predefined special handling codes:

Code	Special Handling
Taxable invoices	s
Tax exempt invoices	n
Transportation invoices	t
Agriculture certificates	a
Waste certificates	w
Custom tax certificates	g

Setting Up Matching Versions for Accounts Receivable and Sales Orders

From the System Administration Tools menu (GH9011), choose Batch Versions.

Before you run either the Print Invoice from A/R program (R03B505) or the Print Invoice Sales Order program (R42565), you must set up matching versions for the following programs:

- GUI Interface file from A/R program (R75C03B1)
- GUI Interface file from Sales Order program (R75C421)

You can set up these versions by either copying or adding versions. The GUI Interface file from A/R program and GUI Interface file from Sales Order program hold the processing options that are retrieved by the other programs.

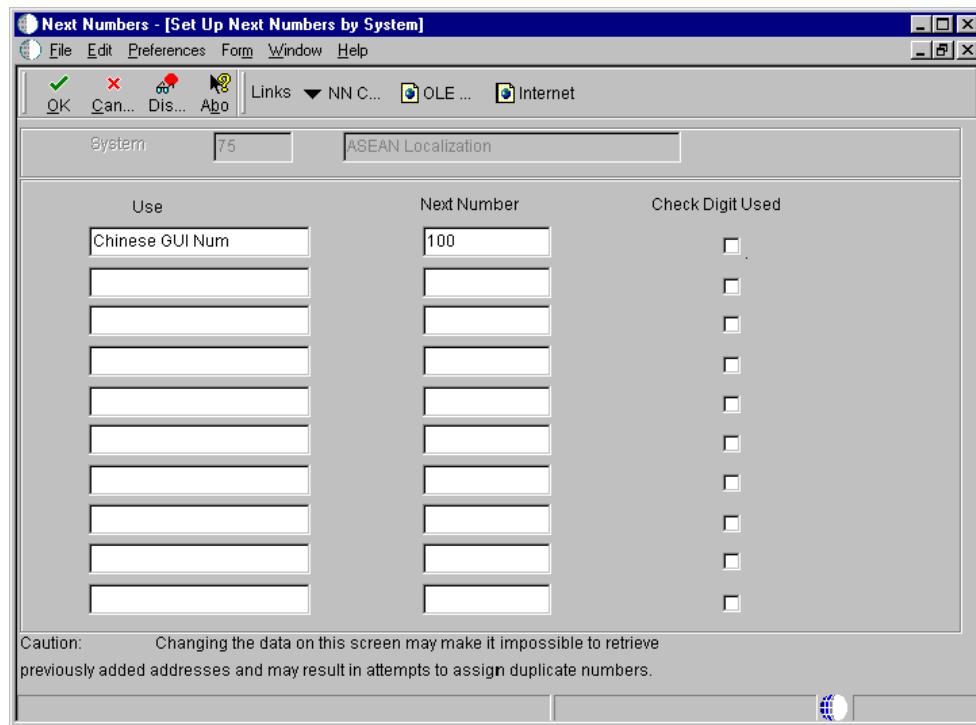
See Also

- *Working with Batch Version in the OneWorld Foundation Guide*

Setting Up Next Numbers for System 75, Row 1

From the General Systems menu (G00), choose Next Numbers. Alternatively, enter NN on the fast path command line to access the Work with Next Numbers form.

Before you run either the Print Invoice from Sales Order program (R42565) or the Print Invoice from A/R program (R03B505), you must set up next numbers for system 75, row 1, as shown in the following example:



Caution

If you do not set up next numbers for system 75, row 1, the system does not perform any of the JinSui processing.

Entering Additional Supplier Master Information

You must enter additional supplier master information for Chinese suppliers. The system uses the country-specific information that you enter to process supplier invoices from the J.D. Edwards system to JinSui. JinSui requires a 10-digit invoice category code. The 10 digits are based on the location and industry of the supplier. The 10 digits are required and are defined as follows:

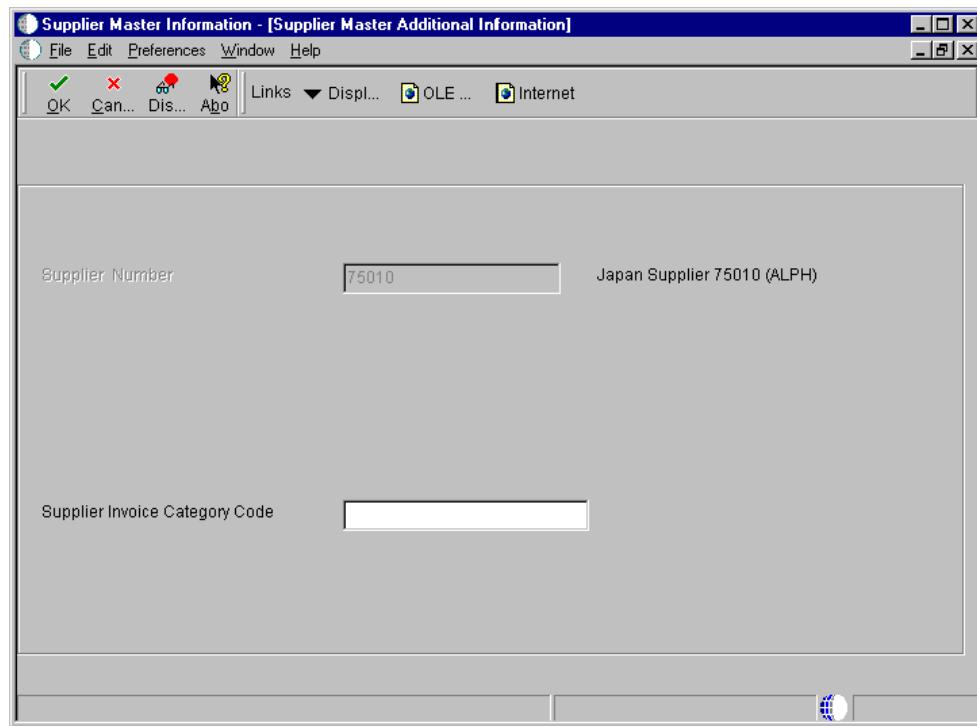
- | | |
|--------|---|
| 1 - 4 | Area code (indicates the location of the supplier) |
| 5 - 7 | Invoice version (indicates the industry of the supplier) |
| 8 - 10 | Invoice code (indicates additional information such as language, number of copies, and so on) |

The system stores the invoice category code in the China Supplier Master Additional Information table (F75C0401).

► To enter additional supplier master information

From the Supplier-Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, click Find and select a supplier.
2. On Supplier Master Revision, click OK; or from the Form menu, select Regional Info.



3. On Supplier Master Additional Information, complete the following field and click OK:
 - Supplier Invoice Category Code

Creating Customer Records for JinSui Processing

When you create customer records for China, you must enter the following information:

- Address and mailing information
- Tax information

This customer information is stored in the Bank Transit Master table (F0030).

To enter the address and mailing information, you must complete the following fields on the Address Book Revision form:

- Alpha Name
- Address Line 1

In addition, you must enter the phone information on the Phone Numbers form:

- Prefix
- Phone Number

- Phone Type
- Line Number

To enter the tax information, you must complete the following field on the Customer Master Revision form:

- Tax ID

To enter the bank transit information, you must complete the following fields on the Set Up Bank Accounts By Address form:

- Bank Transit Number
- Bank Account Number
- Description

See Also

- Creating Customer Records* in the *Accounts Receivable Guide* for more information on creating a customer master record

See Also

- Setting Up System Next Numbers* in the *Address Book Guide*

Working with Supplier Records

After you enter supplier records, you can locate, revise, and delete the records by searching using either or both of the following criteria:

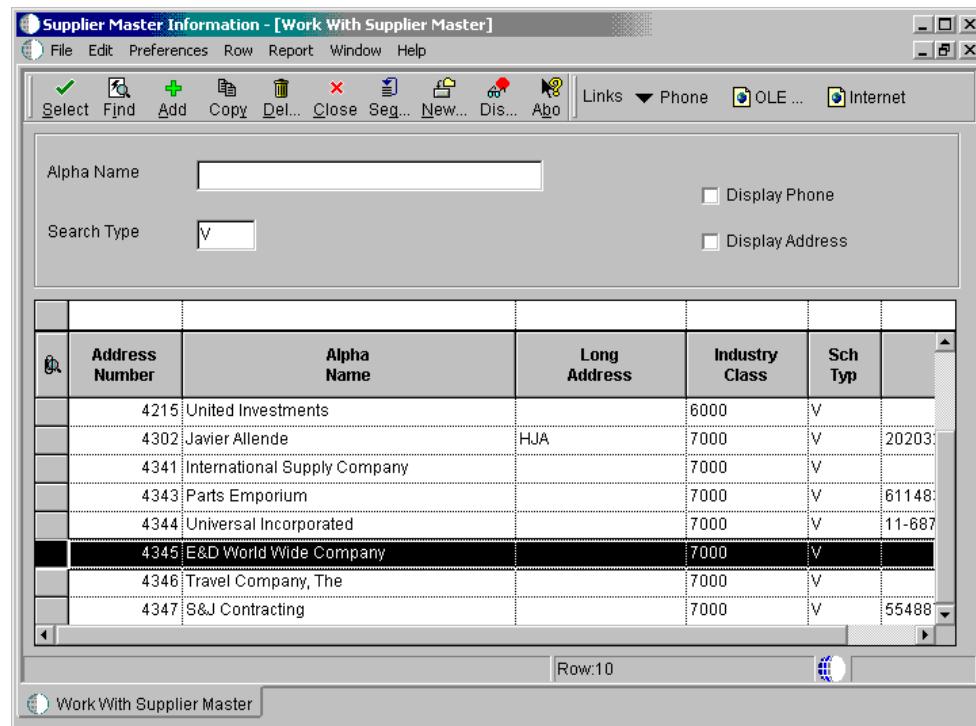
- Alpha name
- Search type

The alpha name and search type are stored in the Address Book Master table (F0101).

► To locate supplier records

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

Alternatively, you can locate a supplier by choosing *Name Search* to access the Work With Addresses form.



On Work With Supplier Master, complete one or both of the following fields and click Find:

- Alpha Name
- Search Type

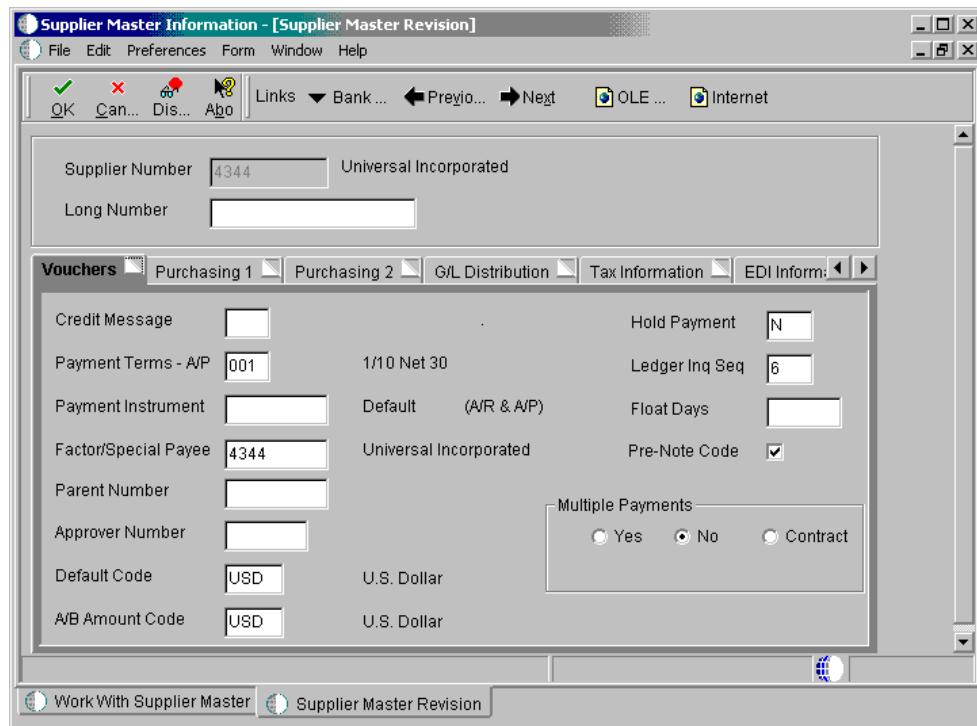
See Also

Locating Existing Address Book Records by Word Search in the Address Book Guide

► To revise supplier records

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, choose a record, and then click Select.



2. On Supplier Master Revision, make the necessary changes and click OK.

Deleting Supplier Records

To delete a Supplier Master record, you must delete the entire address book record, which includes associated information from the Address Book Master (F0101), Address Book - Contact Phone Numbers (F0115), Address by Date (F0116), and Supplier Master (F0401) tables. A supplier record will not be deleted successfully and completely unless no related supplier transactions exist for that supplier in the Accounts Payable Ledger table (F0411), the Accounts Payable - Matching Document table (F0413), or the Accounts Payable Matching Document Detail table (F0414).

If you do not want to delete the address book record, but you no longer need to use a supplier record, you can enter 1 in the Hold Payment field on the Supplier Master Revision. Then you will not be able to enter a voucher for or make a payment to that supplier.

See Also

- ❑ *Deleting Address Book Records* in the *Address Book Guide* for more information about how to delete an address book record

► To delete supplier records

From the Daily Processing menu (G01), choose Address Book Revisions.

1. On Work With Addresses, click Find.
2. Choose a supplier record and then click Delete.

Note

Completing the Hold Payment field on the Supplier Master form will not prevent you from creating purchase orders for that supplier. If you enter a hold code on the Purchasing 1 tab of the Supplier Master record, any purchase order written will immediately be assigned a Hold status and will not be processed until the hold code is removed.

Creating Customer Records

Before you can bill a customer for goods or services, you must create a customer record. When you create a customer record, you enter default information that the system uses to process invoices, receipts, and automatic receipts, as well as credit and collection information.

The system stores the information that you enter in a customer record in the following tables:

Customer Master by Line of Business (F03012)	Unless designated otherwise, the system updates this table with all the information that you enter on the Customer Master Revision form.
Address Organization Structure Master (F0150)	The system updates this table with the parent/child relationship that you establish in the customer record.

See Also

- *Setting Up Ship Notice/Manifest Requirements* in the *Sales Order Management Guide* for information about completing the fields on the Customer Ship Notice tab
- *Setting Up Customer Billing Instructions* in the *Data Interface for Electronic Data Interchange Guide* for information about completing the fields on the EDI tab
- *Setting Up Bank Account Addresses* for information about completing the customer bank account information
- *Assigning Customer Information for Processing Automatic Receipts*

Entering Default Information for Processing Invoices and Receipts

The system uses the default information on the following tabs of the Customer Master Revision form when you enter invoices or receipts:

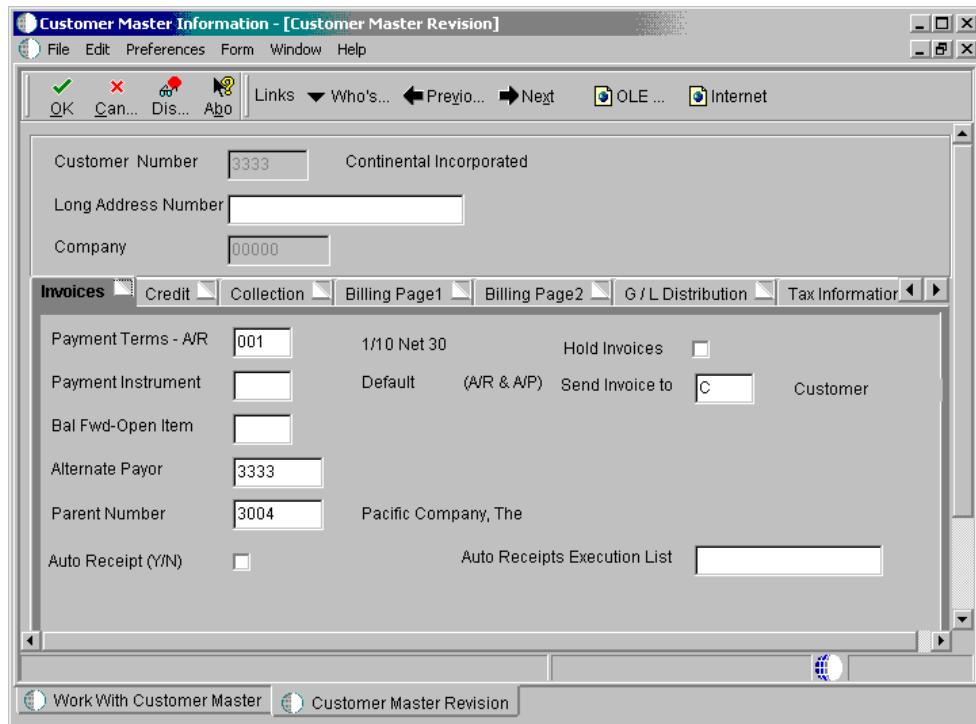
- Invoices
- G/L Distribution
- Tax Information

You can override this information when you enter the transaction.

► To enter default information for processing invoices and receipts

From the Customer Invoice Entry menu (G03B11), choose Customer Master Information.

1. On Work With Customer Master, click Add.



2. On Customer Master Revision, complete the following field:

- Customer Number

If you leave this field blank and click OK, the system displays the Address Book Revision form and you can enter an Address Book record for the customer.

3. If you activated Line of Business processing, complete the following field:

- Company

Using Line of Business processing, you can set up multiple customer records by company and assign them to the same address number. This allows you to process A/R information, such as credit limits, payment terms, or default tax information, for a customer by company.

For information about activating Line of Business processing, see *Setting Up Accounts Receivable Constants*.

4. Complete the following optional field:

- Long Address Number

5. On the Invoices tab, complete the following fields:

- Payment Terms - A/R
- Payment Instrument

- Send Invoice to
 - Alternate Payor
 - Parent Number
6. To specify default currency information, see the task *To assign currency codes to a customer record* in the *Multicurrency Guide for Accounts Receivable and Accounts Payable*.

Note

The following field is used in WorldSoftware only:

- Bal Fwd-Open Item
-

7. Click the G/L Distribution tab to enter default account information.
8. Complete the following fields:
 - G/L Class
 - Model JE Doc Type / No / Co
 - Account Number
- The system does not use the default revenue account if you have specified a model journal entry.
9. To specify default tax information, see the task *To set up tax defaults for the customer* in the *Tax Reference Guide*.
10. Continue entering credit and collection information on their respective tabs, and then click OK to save your customer record.

Entering Credit and Collection Information

When you create a customer record, you can enter credit and collection information for the customer. For example, you can assign a credit limit and designate whether to generate statements, delinquency notices, or fees, as well as assign a credit and collection manager to perform reviews.

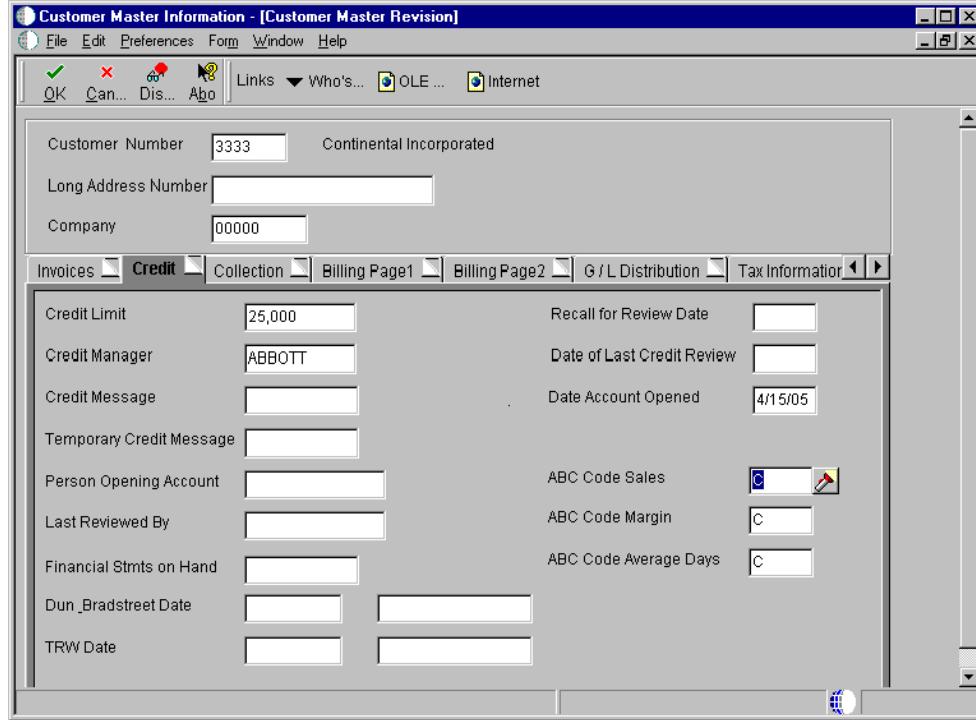
Much of the information that you enter for credit and collections works in conjunction with the policy that you assign to the customer. Review the policy before you assign it to the customer to verify that it is set up appropriately. See *Setting Up Policies*.

See Also

- ❑ *Setting Up Credit and Collections Information* for information about setting up policies and credit and collection managers
- ▶ **To enter credit and collection information**

From the Customer Invoice Entry menu (G03B11), choose Customer Master Information.

1. On Work With Customer Master, locate your customer record and click Select. See *Locating Customer Records*.
2. On Customer Master Revision, click the Credit tab.



3. Complete any of the following fields:
 - Credit Limit
 - Credit Manager
 - Credit Message
 - Temporary Credit Message
 - Person Opening Account
 - Last Reviewed By
4. To specify when you receive financial statements from the customer, complete the following field:
 - Financial Stmtns on Hand
5. To specify credit reporting information for the customer, complete one or both of the following fields:
 - Dun & Bradstreet Date
 - TRW Date

Use this field for Experian date; TRW is now Experian.

6. To specify credit review dates, complete the following fields:
 - Recall for Review Date
 - Date of Last Credit Review
 - Date Account Opened
7. To rate a customer by sales activity, average investment, and average days to pay an invoice, complete the following fields:
 - ABC Code Sales
 - ABC Code Margin
 - ABC Code Average Days
8. To enter collection information, click the Collection tab.

The screenshot shows the PeopleSoft Customer Master Revision interface. At the top, there's a toolbar with icons for Portal, Home, Intranet, and Training. Below that is a menu bar with 'Select Workspace: Active Foundation' and links for Personalize, Change Role, and Sign Out. The main window has a title bar 'Customer Master Revision' with buttons for OK, Cancel, Form, Tools, and a red X. The workspace is set to 'Active Foundation'. A sub-menu 'Select Tab' is open, showing 'Collection' as the active tab. The main content area contains fields for Customer Number (3333), Long Address Number, Company (00000), and a 'Collection Manager' section. The 'Collection Manager' section includes fields for CM02, Jane Meade, Policy Name/Company (00000), and a 'Standard Policy' button. There are also fields for Deduction Manager (0), Send Statement to (C), Statement Cycle (C), Number of Reminders to Send, Percentage Factor, and several checkboxes for Collection Report, Print Statement, Delinquency Fees, and Delinquency Notices.

9. Complete the following optional fields:

- Collection Manager
- Policy Name
- Policy Company
- Deduction Manager

10. To process statements for the customer, complete the following option and fields:

- Print Statement
- Send Statement to
- Statement Cycle

11. To process late payment information for the customer, click the following options:

- Collection Report
- Delinquency Notice

12. To assess delinquency fees for the customer, click the following option:

- Apply Finance Charges

13. Click OK.

Note

The following fields are used in WorldSoftware only:

- Number of Reminders to Send
- Percentage Factor

Activating Workflow Messages for Credit and Collections

Activating workflow messages for the credit and collection managers	<p>When you add or change the credit limit, the system sends a workflow message to the credit manager. The message indicates that the change is pending approval. This credit limit change will not be reflected on the Customer Master Revision form until the appropriate credit manager approves the change.</p> <p>Additionally, the system sends workflow messages to the collection manager when you run Credit Analysis Refresh, according to the policy set up for the customer.</p> <p>For the credit and collection managers to receive workflow messages, the user profiles for the user and the credit and collection managers must be associated with a valid address book number. To verify this association, choose User Profiles from the System Administration Tools menu (GH9011) and click Find.</p> <p>Additionally, the credit and collection manager associated with the customer must be set up in UDC 01/CR (for the credit manager) and UDC 01/CM (for the collection manager). The Description 2 field of the UDC record must include the address number of the credit or collection manager. See <i>Setting Up Credit and Collection Managers</i> for more information.</p>
Activating and deactivating workflow messages for credit limit	For the credit limit approval feature to function properly, the version CREDLIMIT must be active in the Process Master program. To activate the version, from the Workflow Management Setup menu (G02411)

approval	the version, from the Workflow Management Setup menu (G0241), choose Process Master. Locate the CREDLIMIT version and ensure that the version status is set to Y for version 1 only. If the version status is inactive (N), choose the row and choose Activate from the Row menu. To deactivate the approval requirement, follow the steps for activating the CREDLIMIT version and choose Deactivate from the Row menu on Work With Processes. If no active versions of CREDLIMIT exist, the system updates the customer record with the new credit limit immediately.
-----------------	--

Assigning Customer Category Code Values

You use category codes to group customer records together for processing and reporting purposes. For example, you could assign customers a category code value to indicate a specific geographical location, and then select those customers for statement or invoice processing.

Two methods are available for assigning category codes to a customer record:

Automatically update category codes from address book	If you activate a processing option in the Customer Master MBF - PO program (P0100042), the system updates the customer record with the category code values that you enter in the address book record. This update occurs only when you add an address book record. The system does not update the customer record with changes to category code values. See <i>Assigning Category Codes for Address Book</i> in the <i>Address Book Guide</i> .
Enter category codes using the Form menu on the Customer Master Revision form	You can manually add category codes to the customer record at any time by choosing Category Codes from the Form menu.

When you enter an invoice, the system copies the values from the first 10 category codes of the customer record into the respective category code fields of the invoice record. You can assign up to 30 category code values to the customer record.

See Also

- User Defined Codes* in the *Foundation Guide* for information about setting up, revising, and deleting UDC values.

Entering Customer Category Codes

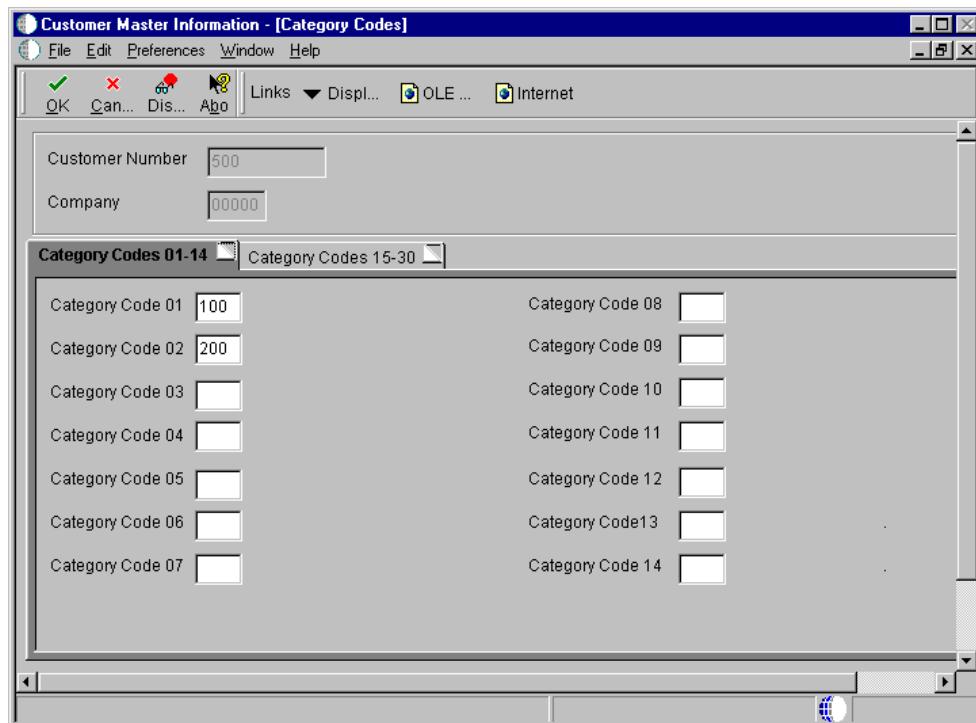
You can enter and revise customer category codes at any time. Many of the Accounts Receivable applications have a Form menu that allows you to access the Customer Master Revision form directly. The system provides 30 category codes for you to group your customer records. When you add category codes to the customer record, the system updates the Customer Master by Line of Business table (F03012).

The system copies the first 10 category code values from the customer record to the respective fields in the Customer Ledger record (F03B11) when you create an invoice. If you change the value of customer category codes, you must run the Update A/R from Address Book program (R03B802) to update the value of category codes on previously entered invoices. See *Updating Accounts Receivable from the Address Book* for more information.

► To enter customer category codes

From the Customer Invoice Entry menu (G03B11), choose Customer Master Information.

1. On Work With Customer Master, locate your customer record and click Select. See *Locating Customer Records*.
2. On Customer Master Revision, from the Form menu, choose Category Codes.



3. On Category Codes, complete any of the category fields and click OK.
4. On Customer Master Revision, click OK.

Processing Options for Customer Master Information (P03013)

Entry Tab

This processing option specifies whether the system displays the Tax ID field on the Customer Master Revision form. You can also specify that the system display the Tax ID field as disabled (gray).

1. Tax ID

Blank = Display this field

1 = Hide this field

2 = Disable this field

Use this processing option to specify whether to display the Tax ID field when you add a customer record. You can specify whether to disable this field. When you disable a field, the system displays it as gray and the user cannot enter data into it.

Blank Display this field.

1 Hide this field.

2 Disable this field.

Defaults Tab

These processing options specify the default values to assign to the Search Type and Amount Currency Code fields.

1. Search Type

Use this processing option to specify the default value that is used in the Search Type field on the Work with Customer Master form. Use the Visual Assist for a list of valid search types. If you leave this processing option blank, the system uses an asterisk (*) as the default value. The asterisk instructs the system to locate all Address Book records.

2. Amount Currency Code

Use this processing option to specify the default value to use for the Amount Currency Code. Use the Visual Assist for a list of currency codes. If this processing option is left blank, and the corresponding field on the Customer Master Revision form is blank, when you click OK the system uses the default value from the company associated with the Security Business Unit in the Address Book.

This field is displayed only if multi-currency is activated in the General Accounting Constants.

Versions Tab

These processing options specify the version of the programs for the system to use.

1. Customer Master MBF (P0100042)

Blank = Version ZJDE0001

Use this processing option to specify the version of the Customer Master MBF - PO program (P0100042). If you leave this processing option blank, the system uses the default version ZJDE0001.

2. Address Book (P01012) Version

Blank = ZJDE0001

Use this processing option to specify the version for the Address Book program (P01012). If you leave this processing option blank, the system uses the default version, ZJDE0001.

Processing Options for Customer Master MBF - PO (P0100042)

Outbound Tab

These processing options specify how you want the system to identify and write records when you use outbound interoperability processing.

1. Transaction Type

Use this processing option to specify the transaction type when using the interoperability feature. If you leave this processing option blank, the system will not perform outbound interoperability processing. Use the visual assist to locate a list of transaction type codes.

2. Change Transaction Image

Blank = Write the " after image "

1 = Write the " before " and " after image "

Use this processing option to specify whether you want the system to write a "before" image for a change transaction. A "before" image is the record written before the system makes the change. The "after" image is the record written after the change. Valid values are:

Blank Write the "after" image.

1 Write the "before" and "after" images.

Default Tab

This processing option specifies whether the system updates the customer record with the category code values that you add to an address book record.

1. Default Category Codes

Blank = Do not default

1 = Default

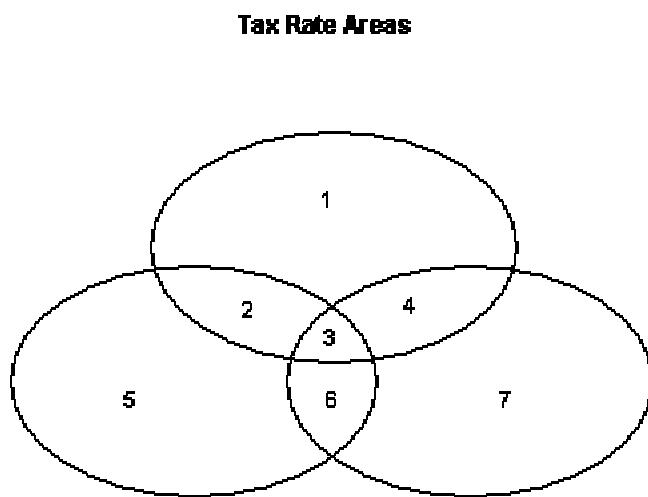
Use this processing Option to specify whether to use the category codes from Address Book as the default values for the Customer Master.

Setting Up Tax Rate Areas

To calculate and track the different taxes that you pay to your suppliers or for your customers, you must set up tax rate areas. Each tax area is a physical, geographic area, such as a state, province, or county. Different tax authorities assess a variety of taxes for each geographic area. Additionally, each authority within a tax area can have a different tax rate.

The Tax Rates/Areas program (P4008) also provides features for special situations. For example, you can specify whether tax is calculated as "tax-on-tax," whether a portion of the tax is nonrecoverable (available for input credits), and whether maximum unit cost is associated with a particular item.

The following diagram illustrates how some tax areas could be organized:



The three circles represent three tax authorities. The seven numbered areas represent tax areas.

Notice that tax authority jurisdiction can overlap and that a tax area can be assessed taxes by one or more tax authorities. The tax rate for a tax authority does not vary from one tax area to another. Tax authority A assesses a 3% tax in tax areas 2, 3, 5, and 6.

For each tax area, however, the total tax burden can vary. It is the cumulative effect of multiple tax authorities for a single tax area that causes the tax burden to vary from one tax area to another. For example, the businesses located in tax area 5 must remit tax to only one tax authority (Tax Authority A for 3%). Businesses in tax area 2 remit taxes to two tax authorities (Tax Authorities A for 3% and B for 2%), and businesses in tax area 3 remit taxes to all three tax authorities.

You can run a report to review all of the tax areas that are set up.

Tax Rate Areas for Items

You can specify tax information for an item or group of items. To specify tax information for an item, set the processing option to validate information against the Item Branch File table (F4102) and enter the item number in the tax rate area.

To specify a tax rate for an item group, enter one of the valid options in the Sales Taxable Y/N field from the Item Branch/Plant Info. form (W41026A). Options 3 through 8 are for grouping items together based on the tax rate. You set up the tax rate by area for one of the options and then specify the option for like items on the Item Branch/Plant Info. form.

Before You Begin

- ❑ Set up the tax authorities in the address book.
 - ❑ Set up the necessary tax AAIs.

See Also

- ❑ *Setting Up Base Pricing Structure* in the *Sales Order Management Guide* for more information about setting up item and customer price groups
 - ❑ *Setting Up a Tax Rate for Intra-Community VAT* in the country-specific *Global Solutions Guide*

► To set up tax rate areas

From the Tax Processing and Reporting menu (G0021), choose Tax Rate/Areas.

1. On Work With Tax Rate/Areas, click Add.

PeopleSoft

Select Workspace: Active Foundation

Active Foundation

Tax Rate/Areas - Tax Rate/Area Revisions

OK Cancel Form Tools

Tax Rate/Area	CO	Effective Date	01/01/97
Description	Colorado State & Regional Tax	Expiration Date	12/31/06

Tax Authorities

Address	Tax Authority	G/L Offset	Tax Rate
4010	Colorado State Treasurer	TXTX	3.800
TOTAL TAX 3.800			

Compound Tax
 VAT Expense
 VAT Expense
 VAT Expense

Inventory/Purchasing/Sales Order

Item Number	Maximum Unit Cost
-------------	-------------------

2. On Tax Rate/Area Revisions, complete the following fields:

- Tax Rate/Area
 - Description

- Effective Date
- Expiration Date
- Tax Auth 1

Enter the address number of the tax authority.

- G/L Offset

Only tax explanation code V uses the G/L Offset for the 2nd and subsequent tax authorities. The system ignores the field for all other tax explanation codes.

- Tax Rate

Note

If you use tax explanation codes B (VAT + Use) or C (VAT + sales), you must enter the VAT tax authority and tax rate on the first line of the tax rate area.

3. To calculate tax on the previous tax rate entered, activate the following option:
 - Compound TaxThe system calculates only compound tax when you use tax explanation codes B and C. To process compound taxes for tax explanation code V (VAT), use V+.
4. To calculate a nonrecoverable VAT percentage, complete steps 5 and 6; otherwise, proceed to step 7.
5. Turn on the following option:
 - VAT Expense
6. Complete the following field to specify the nonrecoverable VAT percent:
 - Tax RateThe nonrecoverable percent applies to the first tax rate only when using tax explanation codes C and B.
7. Verify the system-supplied information in the following field:
 - TOTAL TAX
8. To specify tax rate/area information for an inventory item, complete the following fields:
 - Item NumberYou can enter an item number or an item group (3–8). If you enter an item group, you must set the Validation processing option to 0; otherwise, the system validates the number specified for a group as an item.
 - Maximum Unit Cost

These fields are used in the sales and procurement systems only. You can disable these fields by setting a processing option.

9. Click OK.
10. To print the tax rates that are set up, choose Tax Area Report from the Report menu.

Processing Options for Tax Rate/Areas (P4008)

Item#/MaxCost

Enter 1 to show these fields OR 0 to hide them:
Validation

Enter 1 to validate item numbers OR 0 to not validate:

Setting Up an Alternate Chart of Accounts

You can set up an alternate chart of accounts if your corporate reporting requirements are different from the local reporting requirements of the country in which you are doing business. For example, if you set up the local chart of accounts by object and subsidiary, but you need to provide fiscal reports that reflect a different chart of accounts, you can set up and maintain an alternate chart of accounts in Category Codes 21, 22, and 23.

In the Account Master table (F0901), you can define the local chart of accounts by object and subsidiary, or in Category Codes 21, 22, and 23. The location that you choose might depend on the use of your corporate chart of accounts, especially if your company is multinational.

Whether you define the local chart of accounts by object and subsidiary, or in Category Codes 21, 22, and 23, the accounts that you set up in the category codes are referred to in J.D. Edwards software as alternate descriptions of your accounts.

The software identifies individual accounts in your chart of accounts based on a system-assigned number that is unique for each account. This number is called the Account Short ID. The Account Short ID is the key that the system uses to distinguish between accounts when you access, change, and delete the account information in any of J.D. Edwards tables. The system stores the short identification number in data item AID.

If you are using the Copy Accounts to Business Units program (P0006) to create a chart of accounts based on a model, the system copies any alternate chart of accounts that is associated with the model in addition to copying the standard chart of accounts.

► To set up an alternate chart of accounts

From the Organization and Account Setup menu (G09411), choose Accounts by Business Unit.

1. On Work With Accounts, complete the following optional field and click Find:
 - Company

You can customize the detail area by creating an alternate format to display the alternate chart of accounts (Category Codes 21, 22, or 23) next to the main chart of accounts (Object Account).

2. Click Add to access Revise Single Account.

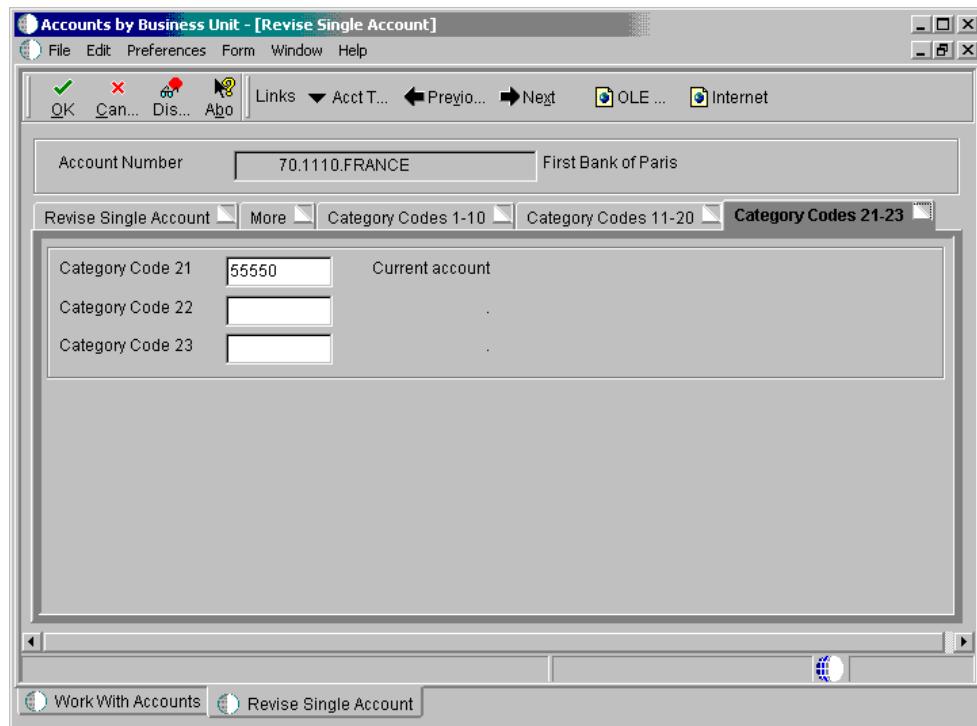
The screenshot shows the PeopleSoft Revise Single Account interface. At the top, there's a toolbar with icons for Portal, WWW, Intranet, Training, Home, Help, and Refresh. Below the toolbar, the workspace is set to "Active Foundation". The main window title is "Revise Single Account". The account number is listed as "70.1110 FRANCE" with a description of "First Bank of Paris". There are four tabs at the top of the form: "Revise Single Account" (selected), "More", "Category Codes 1-10", and "Category Codes 21-23". The form fields include:

- Business Unit/Object/Subsidiary: 70 | 1110 | FRANCE
- Description: First Bank of Paris
- Account Level of Detail: 7
- Posting Edit: Allows all posting
- Budget Pattern Code: (empty)
- Model Account/Consolidations: (empty)
- Currency Code: (empty)
- Account ID: 00019641

3. On the Revise Single Account tab, complete the following fields:

- Business Unit/Object/Subsidiary
- Description
- Account Level of Detail
- Posting Edit
- Budget Pattern Code
- Currency Code
- Account ID

4. Click the Category Codes 21–23 tab.



5. On the Category Codes 21–23 tab, complete the following fields and click OK:
 - Category Code 21
 - Category Code 22
 - Category Code 23

Note

In China, use only Category Code 21.

See Also

- *Data Integrity and the Chart of Accounts* for more information about maintaining an alternate chart of accounts

Setting Up AAI 4290 for VAT on Free Goods

China requires that you pay taxes on free goods. Free goods are often items that are given away to promote, display, or accompany a product that is ordered. You must distribute the tax amounts to the correct general ledger accounts. You set up AAIs for a specific type of tax, such as use tax or VAT, to designate the accounts to debit and credit for the tax amount. You must set up AAI 4290 for tax processing.

Note

When you set up AAI 4290 for tax processing, you must specify the branch/plant.

► **To set up AAI 4290 for VAT on free goods**

From the Sales Order Management Setup menu (G4241), choose Automatic Accounting Instructions.

1. On Work With AAIs, click Add.
2. On AAI Record Types, complete the following fields and click OK:
 - AAI Table Number
 - Description
 - Description -2
 - Text Only
3. Click Cancel.
4. On Work With AAIs, locate and select AAI 4290.
5. On Account Revisions, complete the following fields:
 - Co
 - Do Ty
 - Description
 - G/L Cat
 - Description G/L
 - Branch Plant
 - Obj Acct
 - Sub
6. Click OK.

See Also

- ❑ *Automatic Accounting Instructions* in the *Accounts Payable Guide* for information on setting up AAI (RTyyyy) to determine the credit account
- ❑ *Creating Journal Entries for VAT on Free Goods*
- ❑ *Assigning Tax Information to Customers* in the *Sales Order Management Guide*

Setting Up Free Goods VAT Base Price

The supplier and the Chinese government agree on the base price of free goods to calculate VAT on those free goods. Use the Free Goods VAT Base Price program (P75C4106) to maintain item base prices that are used to calculate VAT on free goods. The system stores VAT on free goods in the Chinese Free Goods VAT Base Price table (F75C4106).

When you enter a sales order, the adjustment schedule sets the pricing unit of measure for the free goods line (UOM4) with the same transaction unit of measure that is defined in the free goods rules. When calculating VAT, the system first retrieves the price that is defined in the pricing unit of measure from the Sales Order Detail table (F4211). If the price is not defined for the pricing unit of measure, the system then retrieves the price using the primary unit of measure.

When you enter base prices in the Free Goods VAT Base Price program, enter the prices with the same item unit of measure that is defined on the free goods adjustment schedule, the item primary unit of measure, or both.

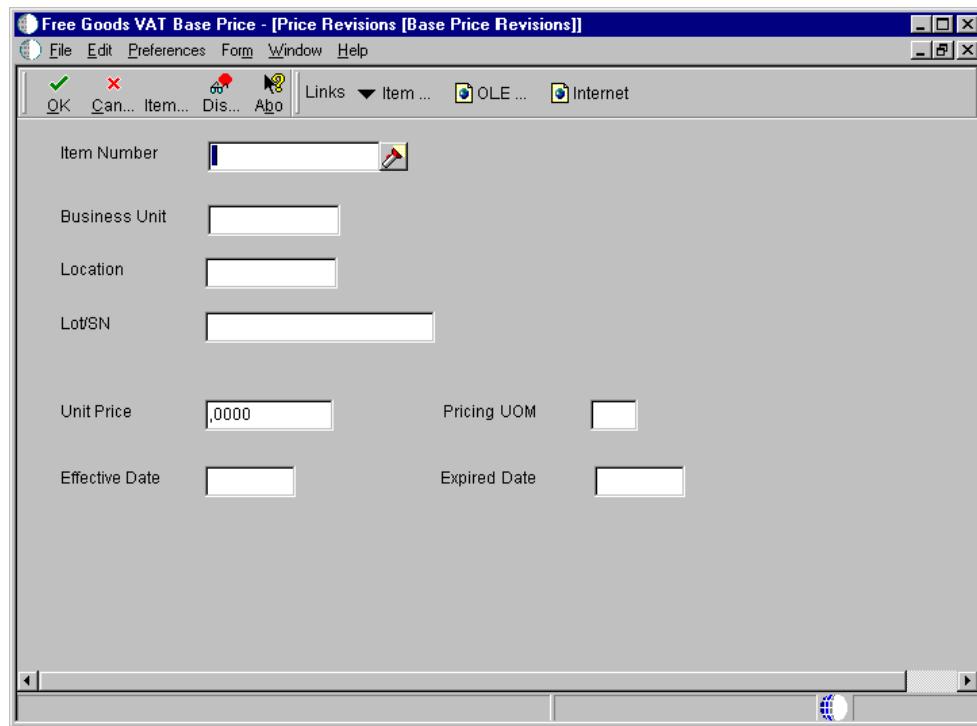
Note

All free goods items must at least have a price defined on the item level to process VAT on free goods.

► To set up VAT base prices

From the VAT on Free Goods - China menu (G75C031), choose Free Goods VAT Base Price.

1. On Work with Base Price, click Add.



2. On Base Price Revisions, complete the following fields:

- Item Number
- Branch/Plant
- Location
- Lot/Serial
- Unit Price
- Pricing UOM
- Effective Date
- Expired Date

3. Click OK.

See Also

- *Adjusting VAT Base Prices Manually* for information on maintaining free goods prices
- *Creating Free Goods Adjustments* in the *Advanced Pricing Guide*

Setting up Category Codes for JinSui Processing

You must set up valid values for the following category codes for JinSui processing:

- PRP6 through PRP0 (Procurement)
- SRP6 through SRP0 (Sales Order Management)

You use these category codes to specify the field name in the Item Category Codes table (F4101C) that the system uses for item classification in the JinSui interface table.

► Setting up user defined codes for JinSui processing

1. Choose the category code that you want to use. Valid values for Procurement are found in the following user defined code lists:

- Item Dimension Group (41/01)
- Warehouse Process Group 1 (41/02)
- Warehouse Process Group 2 (41/02)
- Warehouse Process Group 3 (41/02)
- Item Category Code 05 (41/05)

Valid values for Sales Order Management are found in the following user defined code lists:

- Item Category Code 06 (41/06)
- Item Category Code 07 (41/07)
- Item Category Code 08 (41/08)
- Item Category Code 09 (41/09)
- Item Category Code 10 (41/10)

2. Add your valid values to the corresponding user defined code list.

After you set up your user defined codes for JinSui processing, you must assign classification codes for JinSui processing.

► Assigning classification codes for JinSui processing

You can assign classification codes for the Item Master program (P4101), the Item Branch program (P41026), or both.

From the Inventory Management/Transactions menu (G4111), choose either Item Master or Item Branch/Plant.

1. Locate and choose an item.
2. From the Row menu, choose Category Codes and complete one of the following fields for Procurement:

- Item Dimension Group
- Warehouse Process Grp 1
- Warehouse Process Grp 2
- Warehouse Process Grp 3
- Item Pool Code

Or complete one of the following fields for Sales Order Management:

- Category Code 6
- Category Code 7
- Category Code 8
- Category Code 9
- Category Code 10

After you assign classification codes for JinSui processing, you must set up the processing options for JinSui processing.

Note

After you set up the Item Master, the Item Branch Plant, or both, you need to complete the processing option Item Category Code Name field for the GUI Interface file from Sales Order – Set Up program (R75C421). You must use the same valid value for the category code that you chose for the Item Master and Item Branch Plant.

Additional Information

Additional information about setup issues, technical considerations, and system use is available. When you set up your system, you should review the following topics:

- Data Integrity and the Chart of Accounts
- Multiple Ledger Types
- Translation Considerations for Multilingual Environments
- Translation Routines

Data Integrity and the Chart of Accounts

In addition to the corporate chart of accounts that you set up in the Account Master table (F0901), you can define an alternate chart of accounts using category codes 21, 22, and 23.

Account Defined Only in the Account Master Table

You might create an account in the Account Master table (F0901) without defining a corresponding alternate account. If you do, when transactions are entered for the account in the F0901 table, any reporting measures that are based on the alternate chart of accounts are incomplete.

J.D. Edwards recommends that you establish an internal procedure to audit the integrity of the data entered. For example, you can run a Financial Enterprise Report Writer (Financial ERW) report that provides the following information to verify that the alternate accounts correspond to the accounts in the F0901 table:

Ledger Type (AA Actual Amounts)	DR	CR
Total Alternate Accounts (A)	DR	CR
Total Other or Corporate Accounts (B)	DR	CR
General Total (A + B)	DR	CR

Run the report on a daily or weekly basis, depending on the volume of your transactions.

Account Defined Only in the Alternate Chart of Accounts

You might create an alternate account using category codes 21, 22, and 23 without defining a corresponding account in the Account Master table (F0901).

In this case, no actual transactions can be entered for the account. In J.D. Edwards software, you cannot enter accounts with an alternate account number.

Security on the Alternate Chart of Accounts

You can secure both your local chart of accounts (defined by object and subsidiary) and your alternate chart of accounts (defined in category codes 21, 22, and 23) using the processing options on any of the account master programs (P0901). If you secure your accounts in this way, you cannot change account numbers in the category code that you secured. For example, if you secure category code 21, you will not be able to change the value of category code 21 on any account.

Caution

You should secure your chart of accounts after the account structure is well defined. J.D. Edwards recommends that you then restrict access to the processing options so that the security is not compromised.

If you use the Change Account Information program (R09813) and want to maintain the integrity of your alternate chart of accounts, you should exclude from the global update the category code that contains your alternate account. To exclude a category code, make sure that the processing option for that category code does not contain a 1. The processing options for category codes are located on the Account Info tab.

Account Deleted from the Category Code Tables

You might delete from the category code tables (UDCs 09/21 through 09/23) an alternate account that has active transactions and balances. When you do, the system does not display an error message to indicate that active transaction information is attached to the account.

Caution

J.D. Edwards recommends that you establish an internal procedure to restrict the access to

user defined codes tables to a few individuals who are responsible for system setup. These individuals should understand how category codes and accounts are related.

See Also

- Setting Up an Alternate Chart of Accounts*

Taxes

Creating Free Goods Adjustments

Free goods are often items that help promote, display, or accompany the product that is being ordered. For example, free goods can be the display case, posters, or additional promotional items such as buttons, hats, or shirts used by employees to highlight a sale.

You must create a valid adjustment to which you attach your free goods. When you set up the free goods criteria, you define how the system applies the price and quantity of the free goods. Also, you define how—or if—the system should factor the price of the free goods into the price of the products actually being sold.

The free goods do not have to be the same as the item on the sales detail to which the free goods adjustment is attached. For example, your company could offer a promotion that gives the customer one free case of motor oil when they buy ten cases of motor oil. Because the items do not have to be the same, you could offer customers a free oil filter when they buy ten cases of motor oil. You can specify multiple item numbers to be given as free goods and the quantity of each type, but the customer cannot choose from the list of free goods. All free goods must be applied to the orders. However, the resulting sales-order detail lines for free goods can be deleted later.

Any adjustment can have free goods associated with it. You specify:

- The quantity of free goods to be included.
- Whether the free goods is a stock or non-stock item.
- The unit price of the free goods, if desired. In most cases, this price will be zero. However, you can specify a reduced price for the item, such as when you offer a purchase-with-purchase promotion.

If you enter any of the price groups in the definition for a free goods adjustment, the price group defaults into the adjustment detail and cannot be changed.

Note

If you have activated Advanced Pricing for Procurement, you can enter free goods adjustments for purchase orders. You might want to account for bonus items that are offered by the supplier to promote, display or accompany the product that you are ordering. You enter free goods adjustments for purchase orders in the same manner as you would for sales order adjustments.

Before You Begin

- Define an adjustment. See *Setting Up Adjustment Details*.
 - To create free goods adjustments**
-

From the Advanced Price and Adjustments menu (G42311), choose Price & Adjustment Detail Revisions.

1. On Work with Adjustment Detail, either enter a new adjustment or select the adjustment that has free goods.
2. On Price Adjustment Detail Revisions, review the adjustment information as necessary.

See *Setting Up Adjustment Details* for more information.

3. Select the row and choose Free Goods from Row menu.

Item Number	Quantity Ordered	UM	Related Price	Ln Ty	P T	Quantity Per Ordered	Catalog
2435	1	EA	0,00	S	1	1,00	

4. On Free Goods Revisions, complete the following fields:
 - Quantity Ordered
 - UM
 - Related Price
 - Ln Ty
 - Quantity Per Ordered
5. Click OK.
6. On Price Adjustment Detail Revisions, click OK to create Free Goods Adjustments.

Adjusting VAT Base Prices Manually

Use the Free Goods VAT base price program (P75C4106) to manually adjust VAT base prices on free goods. Free Goods VAT base price is not used to adjust base prices on any items other than free goods. Alternatively, you use Advanced Pricing to generate free-goods line items automatically. See *Creating Free Goods Adjustments* in *Advanced Pricing*.

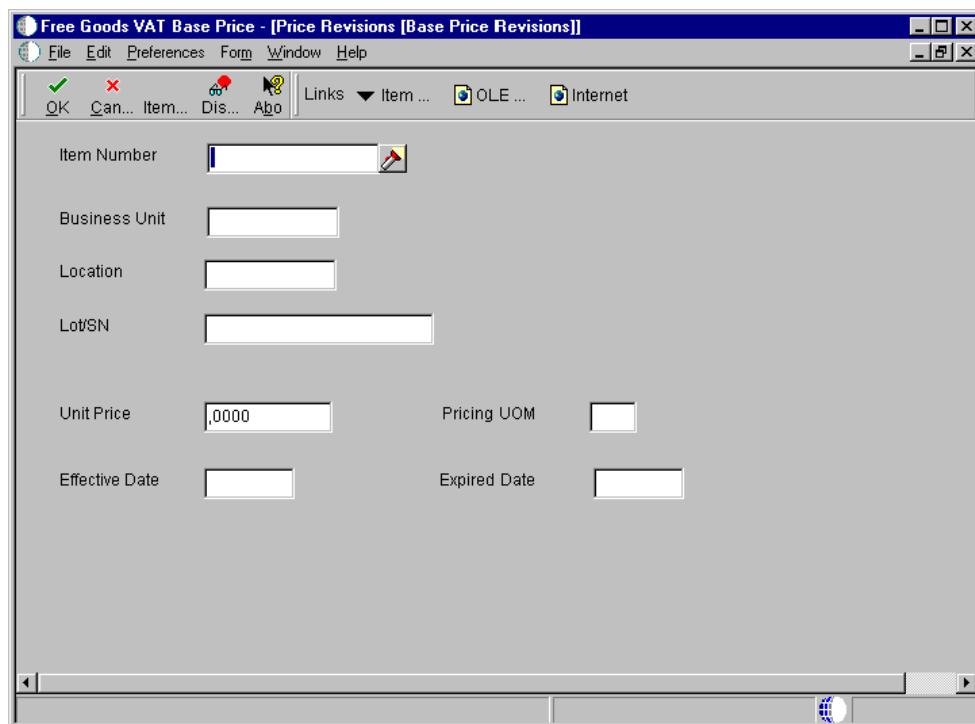
► To adjust VAT base prices manually

From the VAT on Free Goods - China menu (G75C031), choose Free Goods VAT Base Price.

1. On Work with Base Price, complete the following fields and click Find:

- Item Number
- Business Unit
- Location
- Lot/SN
- Pricing UOM
- Expired Date
- Effective Date

2. Choose the row of the item in the detail area and click Select.



3. On Base Price Revisions, revise the following fields and click OK:
 - Unit Price
 - Expired Date

Creating Journal Entries for VAT on Free Goods

From the VAT on Free Goods - China menu (G75C031), choose VAT on Free Goods Journal Creation.

Businesses in China pay both input VAT (for goods supplied) and output VAT (for goods sold). In China, VAT must also be paid on the donation of free goods. The supplier must collect VAT taxes on these goods.

The amount of VAT paid for free goods is determined by the price of the goods if they were sold. The government and the supplier agree upon the price of free goods. Businesses in China are required to submit the amounts of VAT on free goods to the government tax authority.

You can automatically adjust VAT payable on free goods using the Advanced Pricing system. You can also adjust VAT payable on free goods manually.

The VAT on Free Goods Journal program (R75C4203) calculates and reports liable VAT on free goods from sales orders and creates corresponding journal entries.

J.D. Edwards Sales Order Management allows users to store sales information in the Sales Order Detail File table (F4211) or purge those detail records. When you purge the Sales Order Detail File table, the system moves the records to the Sales Order History table (F42119). The VAT on Free Goods Journal report can calculate VAT on free goods using either the Sales Order Detail File table or the Sales Order History table.

Note

Journal entries are only created when you run the VAT on Free Goods Journal Creation report in final mode. The system uses the tax AAI (RTxxxx) to determine the credit account. The system uses the distribution AAI 4290 to determine the debit account. You can override these accounts by entering specific accounts in the processing options.

See Also

- Adjusting VAT Base Prices Manually* for more information about adjusting VAT on free goods

Processing Options for VAT on Free Goods Journal (R75C4203)

Defaults Tab

1. G/L Date

Use this processing option to specify the G/L date.

2. Specific Date as G/L Date

- | | |
|---|----------------|
| 1 = Date of Sales Invoice | |
| 2 = Actual Shipment Date | |
| 3 = G/L date created by Sales Update | process |
| 4 = System Date | |

Use this processing option to specify which date the system uses as the G/L date.

- 1 Use sales invoice date as G/L date.
- 2 Use actual shipment date as G/L date.
- 3 Use G/L date created by sales update process as G/L date.
- 4 Use system date as G/L date.

3. Document Type

Use this processing option to specify the journal entry document type. You must enter values that have been set up in user defined code list (00/DT). If you leave this field blank, the default value is 'JE'.

Process Tab

Use these processing options to specify how the system processes VAT on Free Goods.

1. Rinning Mode

Blank = Proof mode

1 = Final mode

Use this processing option to specify the running mode. Running in proof mode creates only the report (R75C4203). Running in final mode creates the report (R75C4203) and also writes records to the Chinese VAT on Free Goods Cross Reference table (F75C4203).

Valid values are:

Blank Run in proof mode.

1 Run in final mode.

2. Summarize by Company

Blank = Not summarize

1 = Summarize

Use this processing option to specify whether the system will summarize the journal entries by company.

1 The system will summarize the journal entries by company.

Blank The system will not summarize the journal entries by company.

3. Override Credit Account to

Use this processing option to specify the credit account. If you leave this field blank, the system will retrieve the credit account from the RT or RTyyyy tax AAI.

4. Override Debit Account to

Use this processing option to specify the debit account. If you leave this field blank, the program will retrieve the debit account from DMAAI 4290.

Versions Tab

Use this processing option to specify the version that the system uses for the Journal Entry Master Business Function processing options (P0900049).

1. G/L Master Business Function processing options (P0900049)

1. G/L Master Business Function processing options (P0900049)

Blank = ZJDE0001

Use this processing option to specify which version is used for the G/L Master Business Function processing options (P0900049). If you leave this field blank, the system uses the default version (ZJDE0001).

Blank The system uses the default version (ZJDE0001).

Resetting the Free Goods Cross Reference Table

From the VAT on Free Goods - China menu (G75C031), choose Reset Free Goods Cross Reference Table.

During JinSui processing, you might discover errors that resetting the flags in the Chinese VAT on Free Goods Cross Reference - China table (F75C4203) necessary. You use the Reset Free Goods Cross Reference Table program (R75C4203R) to reset the Chinese VAT on Free Goods Cross Reference - China table, allowing you to regenerate the journal entries for free goods.

Note

Resetting the Free Goods Cross Reference - China table does not void existing journal entries. You must manually void previous journal entries.

Processing Options for Reset Free Goods Cross Reference Table (R75C4203R)

Defaults Tab

Use this processing option to indicate whether the system runs the Reset Free Goods Cross Reference Table program (R75C4203R) in proof mode or final mode.

1. Running Mode

blank = Proof

1 = Final

Use this processing option to specify the running mode. Running in proof mode creates only the report (R75C4203R). Running in final mode creates the report (R75C4203R) and also clears the flags in the China - Transmitted Vouchers to JinSui table (F0018CN). Valid values are:

Blank Run in proof mode.

1 Run in final mode.

Blank is the default.

JinSui Processing

JinSui Processing

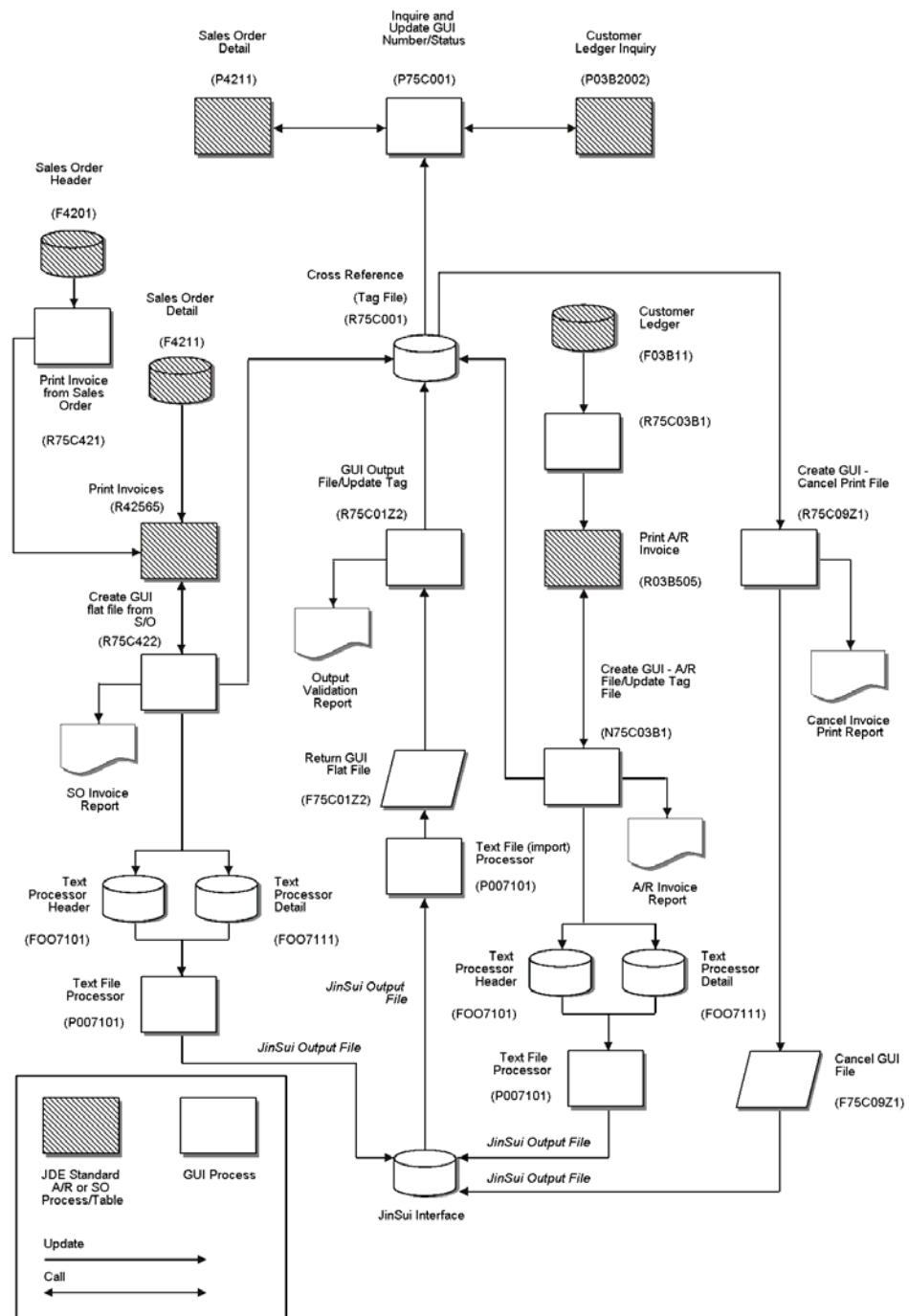
You use JinSui processing to prepare the file that contains VAT information for the tax authority. The Government Uniform Invoice (GUI) is the legal format that is required for invoices in China. In 1998, the Chinese government selected the JinSui Invoice Data Interface (JinSui) system to reduce forgery of GUI numbers, and to facilitate invoice processing and tax reporting. JinSui is a DOS application that processes the data that is required for printing invoices and reporting tax information to the State Taxation Authority.

The GUI format and legal numbering is the basis for all tax reporting and audit requirements. The State Taxation Authority requires that specific data, such as invoice and VAT information, be transferred to them on preprinted invoice forms that contain legal GUI numbers. All GUI numbers must be tracked and accounted for. After a GUI number is printed on an invoice, the number cannot be cancelled.

In addition to printing invoices, the JinSui system processes tax information from incoming invoices that you can submit through purchases, payables, or both. In China, manufacturing and distribution companies commonly process vouchers differently. For example, manufacturing companies are allowed to process vouchers for tax reporting when items are received. Distribution companies are allowed to process vouchers only when they have been paid in full. Tax reporting typically occurs on a monthly basis.

You use JinSui to process taxes for Accounts Payable, Accounts Receivable, and Sales Order Management. JinSui processes this data for tax reporting purposes. Data that is generated, formatted, or reported by JinSui is not returned to the J.D. Edwards system. However, GUI numbers added to invoices are returned to the J.D. Edwards system.

The following graphic illustrates JinSui processing cycle for Accounts Receivable and Sales Order Management.



Processing Invoices for JinSui

You can process invoices for JinSui from the Accounts Receivable system, the Sales Order system, or both.

Printing Invoices from the Accounts Receivable System

From the A/R Sales - China menu (G75C03), choose Print Invoice from A/R.

In China, special VAT invoices are prepared using a Government Uniform Invoice (GUI). The GUI format includes a legal invoice number that is supplied and required by the government. The JinSui Invoice Data Interface provides a preprinted format and handles all associated printing issues. The J.D. Edwards software solution creates a predefined JinSui interface format. The JinSui system then reads and writes the data in the GUI format to preprinted and prenumbered invoices.

Use the Print Invoice from A/R program (R03B505) to print your invoices for submission to JinSui. When you run Print Invoice from A/R, the system also runs the Create GUI Interface file from A/R program (R75C03B1), which populates the Text Processor Header (F007101) and Text Processor Detail (F007111) tables. You must use the Text File Processor to copy information from these tables to a file that you can submit to JinSui.

The Print Invoice from A/R program also produces a paper report that you can use to review your invoices before you submit them to JinSui.

Note

You can print invoices for JinSui from the Accounts Receivable system, from the Sales Order system, or both.

Before You Begin

- Before you can run either the Invoice Print program (R03B505) or the Print Invoices program (R42565), you must set up matching versions of these programs. See *Setting Up Matching Versions for Accounts Receivable and Sales Orders*.

See Also

- Working with the Text File Processor*
- Printing Invoices from the Sales Order System*

Processing Options for Create GUI Interface File from A/R (R75C03B1)

Print Tab

These processing options customize various printing options for the JinSui interface file or the J.D. Edwards standard invoice.

1. Printing Invoice Type

Blank = JinSui Interface file and JDE

Standard Invoice

1 = JDE standard invoice only

Use this processing option to indicate whether you want the system to generate the JinSui interface file with the J.D. Edwards standard invoice or only the J.D. Edwards standard invoice.

Blank The system generates JinSui interface file and J.D. Edwards standard invoice.

1 The system generates J.D. Edwards standard invoice only.

Blank is the default.

2. Invoice Remarks

Use this processing option to enter an invoice remark that will appear in the JinSui header record.

3. Line Item Unit of Measure

Use this processing option to enter the quantity for line items on the JinSui detail record. The value you enter will apply to each line item on each invoice. If you leave this field blank, the default is 1.

4. Line Item Quantity

Use this processing option to enter the quantity for line items on the JinSui detail record. The value you enter will apply to each line item on each invoice. If you leave this field blank, the default is 1.

5. Line Item Category Value (Required)

Use this processing option to enter the category value for line items on the JinSui detail record. The value you enter applies to each line item on each invoice. This is a required value. Neither a blank value nor a value containing a blank is acceptable.

6. Item Description (Required)

When the Remark field on the invoice is blank, this processing option specifies the item description for the JinSui detail record for any blank values in the Remark field. This is a required value. Neither a blank value nor a value containing a blank is acceptable.

7. Item Specification

Use this processing option to enter the item specification for line items on the JinSui detail record. The value you enter will apply to each line item on each invoice. If you leave this field blank, the default value is the Payment Item field (SFX) in the Customer Ledger table (F03B11).

8. Checked By

Use this processing option to specify the person who does the verification upon the invoices. This is an optional field. If you leave this field blank, the Checked By field of the JinSui Header record will be blank.

9. Received By

Use this processing option to specify the person who actually receives payments in the Accounting Department. This is an optional field. If you

leave this field blank, the Received By field of the JinSui Header record will be blank.

Printing Invoices from the Sales Order System

From the A/R Sales - China menu (G75C03), choose Print Invoice from Sales Order.

Use Print Invoice from Sales Order to print your invoices for review and to create a flat file that you can submit to JinSui. When you run the Print Invoice from Sales Order program (R42565), the system also runs the Create GUI flat file from Sales Order invoice work file program (R75C422), which populates the Text Processor Header (F007101) and Text Processor Detail (F007111) tables. You must use the Text File Processor to copy information from these tables to a file that you can submit to JinSui.

The Print Invoice from Sales Order program also produces a paper report that you can use to review your invoices before you submit them to JinSui.

Note

You can print invoices for JinSui from the Accounts Receivable system, from the Sales Order system, or both.

Before You Begin

- Before you can run either the Invoice Print program (R03B505) or the Print Invoices program (R42565), you must set up matching versions of these programs. See *Setting Up Matching Versions for Accounts Receivable and Sales Orders*.

See Also

- Working with the Text File Processor*
- Printing Invoices from the Accounts Receivable System*

Processing Options for GUI Interface File from Sales Order – Set Up (R75C421)

Defaults

- ## 1. Printing

1 = JDE standard invoice only

2 = JinSui Interface file and JDE

standard invoice

Blank = JinSui Interface file only

- #### 2. Number of Line Items per Invoice

3. Item Category Code Name

4. Default Item Category Value

5. Default Item Specification

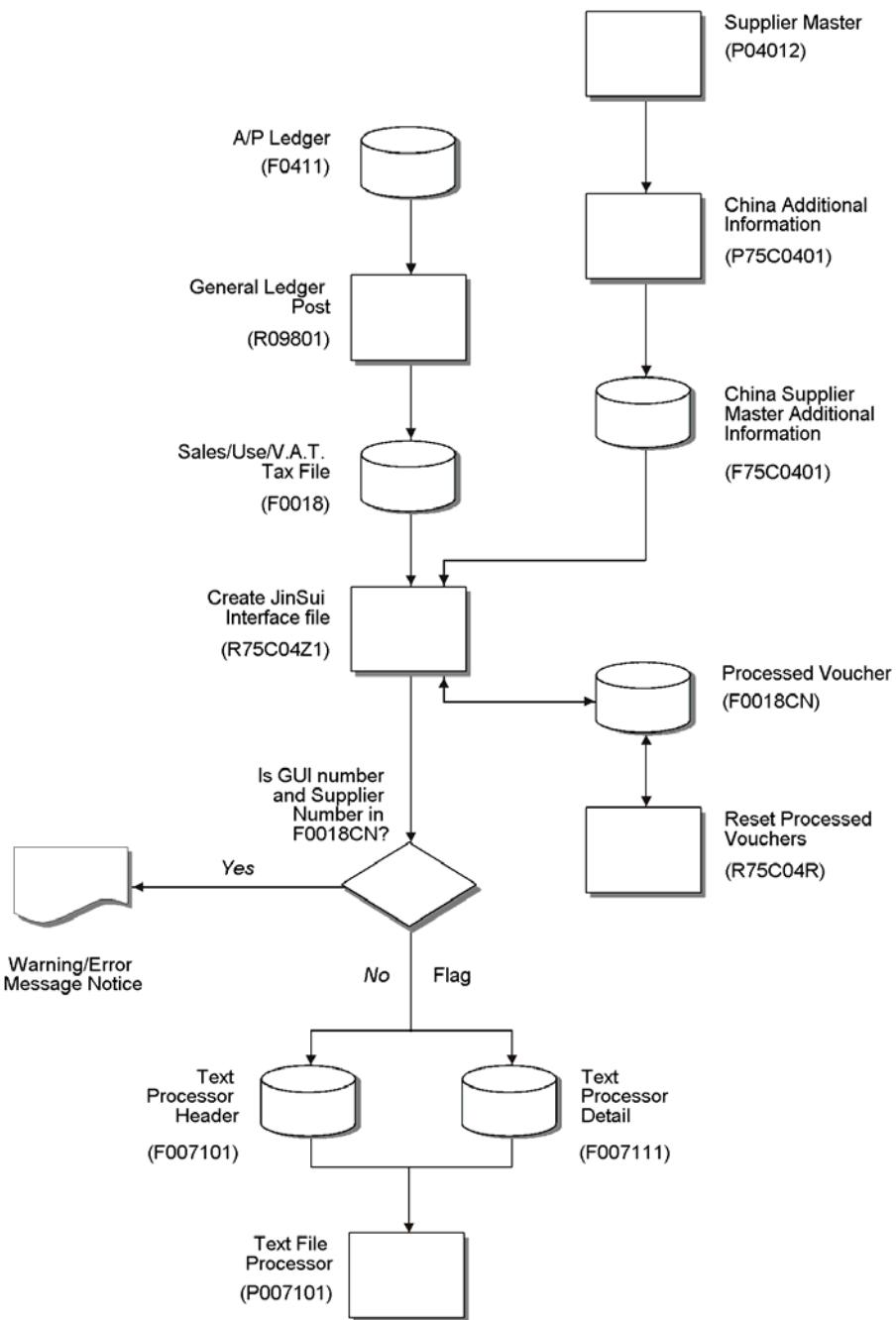
6. Checked by

7. Received by

Processing VAT Payable for JinSui

Use JinSui processing for Accounts Payable to submit VAT payable information to JinSui.

The following graphic illustrates JinSui processing for Accounts Payable:



Coexistence

The features provided in the J.D. Edwards solution for China are designed for OneWorld only. However, the proper sequence of data entry and file creation allows you to achieve coexistence for the Accounts Payable portion of JinSui processing. If OneWorld and WorldSoftware coexist in your environment, you should know the following:

- You must enter supplier master information in OneWorld to populate the additional supplier master information. WorldSoftware does not provide the tag file for the invoice category code.
- You can process vouchers in either OneWorld or WorldSoftware.
- You must originate and complete all JinSui processing in OneWorld.

Creating the Accounts Payable Tax JinSui Interface File

From the A/P and Purchase - China menu (G75C04), choose Create A/P Tax JinSui Interface File.

The Create A/P Tax JinSui Interface File program (R75C04Z1) creates a file in the format that is specified by the JinSui system for VAT payable tax reporting when processing vouchers. Before you run the Create A/P Tax JinSui Interface File program, complete the following tasks:

- Set up the J.D. Edwards standard voucher post programs (R09801) to update the Sales/Use/V.A.T. Tax table (F0018). You must update the tax tables whether the voucher originates from Procurement or Accounts Payable.
- Set the processing options for the Create A/P Tax JinSui Interface File program to select posted vouchers that have either been paid in full or received.

The system selects only posted vouchers and retrieves information from the Sales/Use/V.A.T. Tax table. An additional table, China - Transmitted Vouchers to JinSui (F0018CN), stores voucher information, and the system flags the records that were created for the interface file. The system also updates the Text Processor Header (F007101) and Text Processor Detail (F007111) tables, which store the voucher information sent to JinSui. The system generates a detailed report of the transmitted records and warning messages that have occurred during processing.

The system does not process vouchers that have warning messages associated with them. You must correct these vouchers before the interface file can be created for them. The following lists typical voucher processing errors:

- If you do not enter a valid value in the Supplier Invoice Category Code field, the vouchers process in the J.D. Edwards system but are displayed as errors within the JinSui system. You must enter a valid value in the Supplier Invoice Category Code field, run the Reset Processed Vouchers program, and reprocess the vouchers.
- If you change a voucher after it has been posted and processed, a warning message appears. You must manually correct the vouchers in the JinSui system.

Note

You must use these processing options for vouchers not created from purchasing orders. The JinSui system does not accept blank values for the file format. Therefore, processing options are included to retrieve valid values for commodity description, quantity, and unit of measure. These processing options do not override existing values for vouchers that are created from purchase orders.

Processing Options for Create A/P Tax JinSui Interface File - China (R75C04Z1)

Defaults Tab

These processing options determine values, such as the running mode or commodity description that the Create A/P Tax JinSui Interface file (R75C04Z1) uses when other values are not entered for the transaction.

1. Running mode

Blank = Proof Mode

1 = Final Mode

Use this processing option to specify the running mode. Running in proof mode creates only the report (R75C04Z1). Running in final mode creates the report (R75C04Z1) and also updates the Sales/Use/VAT Tax table (F0018CN).

Valid values are:

Blank Run in proof mode. (default)

1 Run in final mode.

2. The time to write voucher information to Jinsui system

Blank = after full payment

1 = at voucher creation in JDE

Use this processing option to specify when you will write the voucher information to the JinSui system.

Valid values are:

Blank The system writes voucher information to the JinSui system after full payment (default).

1 The system writes voucher information to the JinSui system after voucher creation and posting to the J.D. Edwards system.

3. Commodity Description

Use this processing option to specify a commodity description if the Remark field in the voucher is blank. This processing option does not override existing values, only retrieves valid values for those that are blank.

4. Quantity

Use this processing option to specify a quantity if the quantity field on the voucher is blank. This processing option does not override existing values, only retrieves valid values for those that are blank.

5. Unit of Measure

Use this processing option to specify a unit of measure if the Unit of Measure field in the Sales/Use/V.A.T. Tax table (F0018) is blank. This processing option does not override existing values, only retrieve valid values for those that are blank. You must enter a valid unit of measure found in user defined code list 00/UM. The system uses the unit of measure description when creating the JinSui record.

Resetting Processed Records in the JinSui Interface File

From the A/P and Purchase - China menu (G75C04), choose Reset Processed Vouchers.

When you process vouchers to create the JinSui interface files (R75C04Z1), the records are flagged as processed in the China - Transmitted Vouchers to JinSui table (F0018CN). The records that have errors are not included in the interface file and are not flagged as processed. After you fix these errors, you must regenerate the entire interface file.

To regenerate the entire interface file, you must first run the Reset Processed Vouchers program (R75C04R) to clear all processed flags in the China - Transmitted Vouchers to JinSui table (F0018CN). The Reset Processed Vouchers program also produces a report that lists all of the vouchers that have been reset in the China - Transmitted Vouchers to JinSui table (F0018CN).

Processing Options for Reset Processed Vouchers (R75C04R)

Defaults Tab

This processing option indicates whether the system runs Reset Processed Vouchers (R75C04R) in proof mode or final mode.

1. Running Mode

Blank = Proof Mode

1 = Final Mode

Use this processing option to specify the running mode. Running in proof mode creates only the report (R75C04R). Running in final mode creates the report (R75C04R) and also writes records to the China - Transmitted Vouchers to JinSui table (F0018CN).

Valid values are:

Blank Run in proof mode. (default)

1 Run in final mode.

Cancelling Submitted Invoices

From the A/R Sales - China menu (G75C03), choose Cancel Invoice Print.

If you have already sent the invoice file to JinSui and you discover errors, you must run the Cancel Invoice Print program (R75C09Z1) so that the tax authority will cancel the GUI invoice numbers that correspond to the invoices that have errors.

Processing Options for Cancel Invoice Print (R75C09Z1)

Processing Tab

This processing option indicates whether the system runs the Cancel Invoice Print program (R75C09Z1) in proof mode or final mode.

1. Running Mode

1 = Final Mode

Blank = Proof Mode

Use this processing option to specify the running mode. Running in proof mode creates only the report (R75C09Z1). Running in final mode creates the report (R75C09Z1) and also writes records to the GUI Cancel Printing Invoice-JinSui table (F75C09Z1). Running in final mode also updates the status field in the Chinese GUI Cross-reference table (F75C001) to Cancel. Valid values are:

Blank Run in proof mode. (default)

1 Run in final mode.

Working with the Text File Processor

The Text File Processor is a OneWorld tool that is used to convert OneWorld data to text files in the formats that are required by external entities, such as banks or government agencies.

To use the Text File Processor to create a text file, you must run a OneWorld program that has been set up to populate the Text Processor Header table (F007101) and Text Process Detail Table (F007111). For example, the following programs populate the text processor tables:

- IDEP/IRIS Interface (R0018I3)
- SEMDEC Interface - VAT EC Sales List (R0018I4)
- Draft Remittance File Format AEB 19 - Spain (R74S6729)
- Draft Remittance File Format AEB 32 - Spain (R74S6722)
- Draft Remittance File Format AEB 58 - Spain (R74S6728)

When you run any of these programs or any other programs that populate the text processor tables, the system creates a text batch in the text processor tables with the information that is generated by the program. For example, all of the information required for the IDEP/IRIS Intrastat declaration is stored as one text batch.

Text batches are stored in the following tables:

- Text Processor Header (F007101)
- Text Processor Detail Table (F007111)

The F007101 table stores information about the extract of information for an external system, such as information about the processes that populated the table and information about the creation of the text file. The F007111 table stores the text for the text file.

When you export or import text in the Text File Processor, the system uses the seventh field from Next Numbers System 00. See *Setting Up Next Numbers* in the *General Accounting Guide*.

You use the Copy Text function in the Text File Processor to copy the information from the text batch to a flat file that can be copied to disk or other media and submitted to the appropriate entity. When you use the Copy Text function, you can specify the location and filename for the flat file that is created.

Copying Text in the Text File Processor

Use the Copy Text function to copy text from the Text Processor Detail table (F007111) to a text file that can be submitted to an external agency or system. When you copy the text, specify the filename and location for the text file.

The system updates the Text Processor Header table (F007101) with the date when the text was copied. The system also updates the F007101 table to indicate that the batch has been processed.

Note

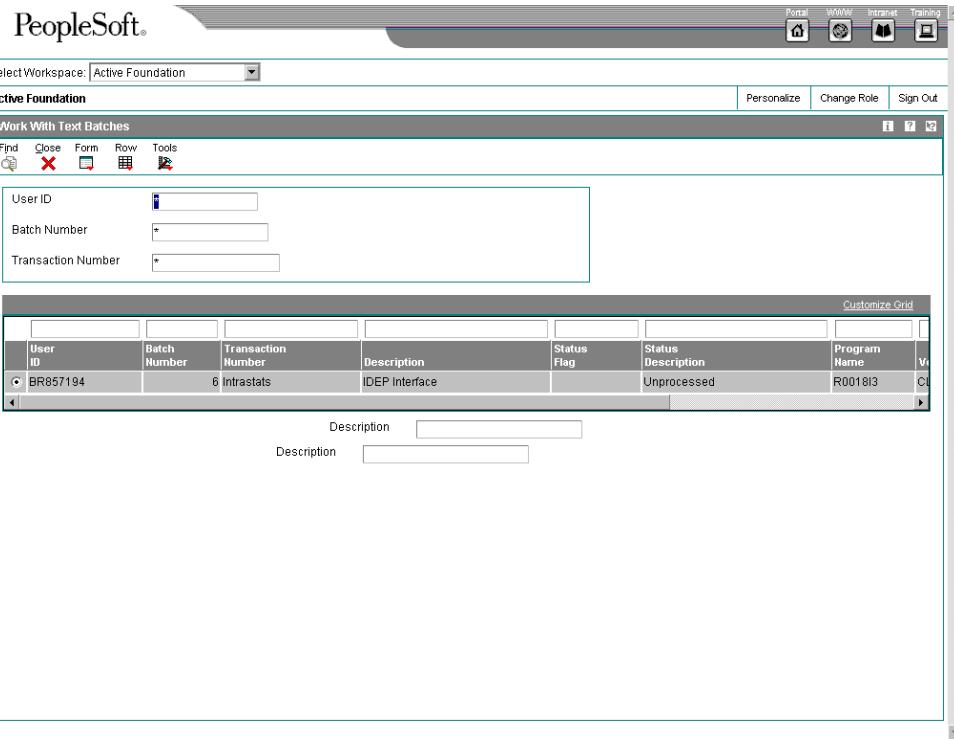
If the text file is too large for the device that you selected, the system displays an error message. You should copy the text file to a larger device. You can then use a compression utility to reduce the size of the text file, if necessary.

Before You Begin

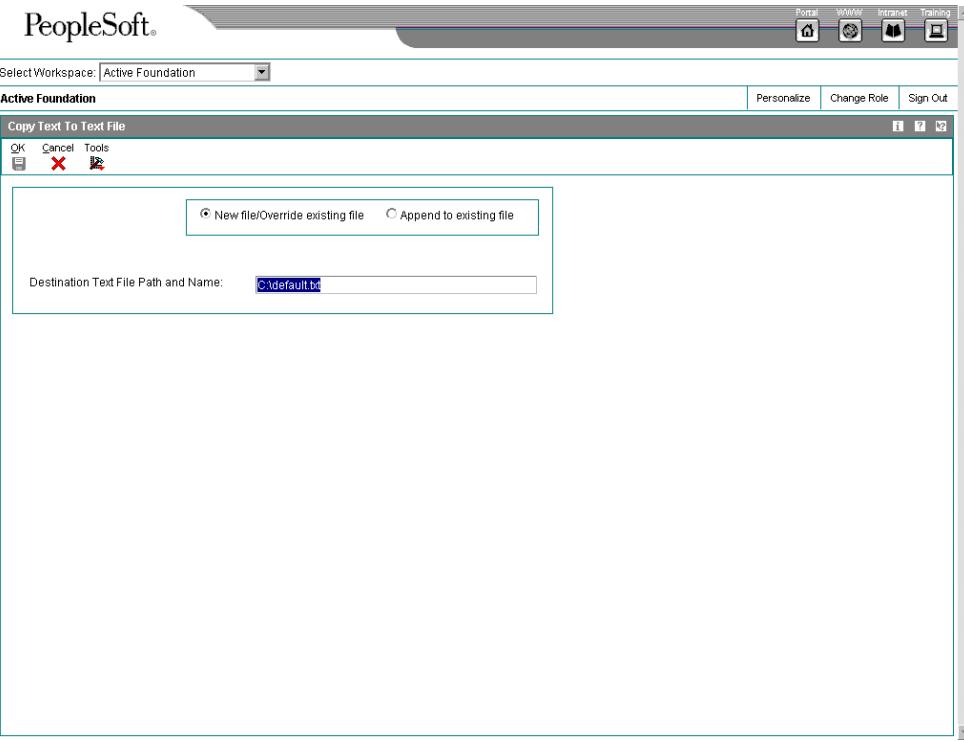
- ❑ Create a text batch by running a program that uses the Text File Processor.

► To copy text in the Text File Processor

From the Text File Processor menu (G0071), choose Text File Processor.



1. On Work With Text Batches, complete any of the following fields and click Find:
 - User ID
 - Batch Number
 - Transaction Number
2. In the detail area, select the batch that you want to process.
3. Choose Process Batch from the Row menu, and then choose Copy Text.



4. On Copy To Text File, click either of the following options:

- New file/Override existing file
- Append to existing file

5. Complete the following field and click OK:

- Destination Text File Path and Name:

The system displays the Work With Text Batches form.

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User ID	Batch Number	Transaction Number	Description	Status Flag	Status Description	Program Name	Version
BR857194	6	Intrastats	IDEP Interface	1	Processed/Outbound	R001813	C0

A value of 1 (Processed/Outbound) in the Status Flag field indicates that the batch has been processed successfully.

Processing Options for Text File Processor (P007101)

Process Tab

Use this processing option to specify the location of the Microsoft® Word template to be used during creation of the text file.

Path Microsoft Word Template

Use this processing option to override the location of the Microsoft Word template to be used during creation of the text file. The ActiveX copy text creates a Microsoft Word document based on the normal.dot template, which is normally located in c:\Files\Office\1. If your Microsoft Office objects have been installed in a different path, you will need to enter the correct path for the location of the normal.dot template.

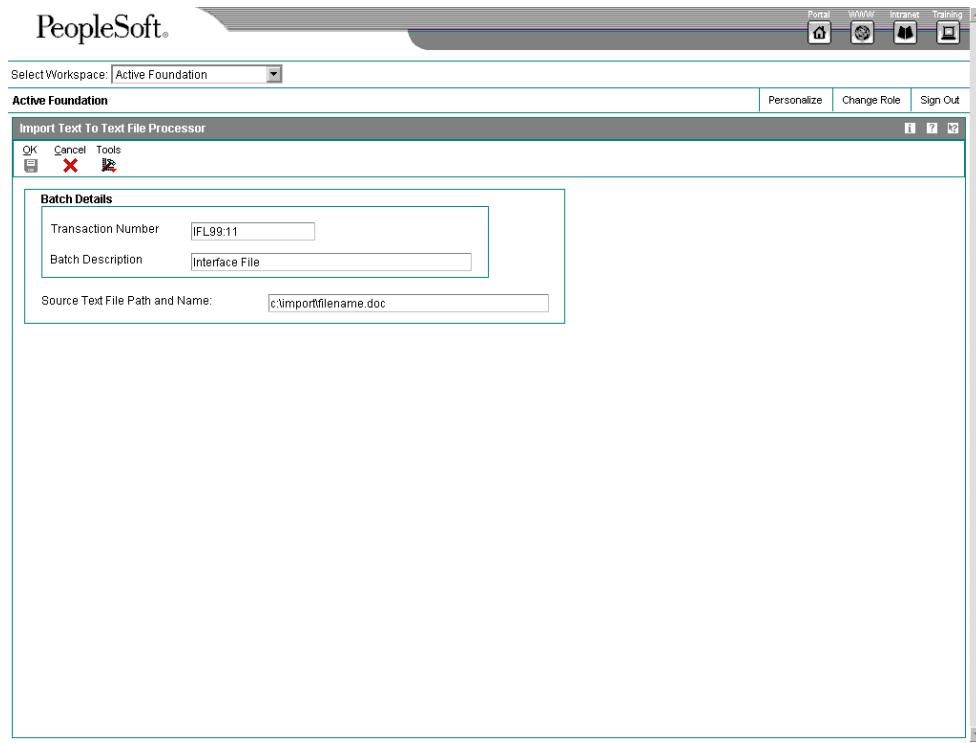
Importing Text Using the Text File Processor

You can import information from an external text file to the J.D. Edwards system. When you import a text file, the system creates a batch in the Text File Header table (F007101) and the Text File Detail table (F007111). To move the information from the Text File Header and Detail tables into other tables in the J.D. Edwards system, you must run a batch program that has been designed to retrieve data from the Text File Header and Detail tables.

► To import text using the Text File Processor

From the Text File Processor menu (G0071), choose Text File Processor.

1. On Work With Text Batches, choose Import Text from the Form menu.



2. On Import Text To Text File Processor, complete the following fields and click OK:
 - Transaction Number
 - Batch Description
3. Complete the following field and click OK:
 - Source Text File Path and Name:

The system displays the Work With Text Batches form.
4. Click Find.

The system displays the new batch in the detail area. A value of 5 (Unprocessed/Inbound) in the Status Flag field indicates that the batch has been imported successfully.

Resetting a Text Batch in the Text File Processor

If you need to process a text batch a second time, you must first reset the batch. Resetting a batch updates the status flags in the Text Processor Header table (F007101). The system changes outbound statuses to blank (Unprocessed/Outbound) and changes inbound statuses to 5 (Unprocessed/Inbound).

► To reset a text batch in the Text File Processor

From the Text File Processor menu (G0071), choose Text File Processor.

1. On Work With Text Batches, complete either of the following fields and click Find:
 - User ID
 - Batch Number
2. In the detail area, choose the batch that you want to reset.
3. Choose Maintain Batch from the Row menu, and then choose Reset Batch.

Purging a Text Batch in the Text File Processor

You purge a text batch to remove it from the Text Processor Detail Table (F007111). You can purge only batches of processed transactions.

When you purge a batch from the Work With Text Batches form, the system calls version ZJDE0001 of the Purge Processed Transactions program (R007102). You can also run any version of this program from the Text File Processor menu (G0071).

You can use a processing option on Purge Processed Transactions (R007102) to specify whether the system removes the records in the batch from the Text Processor Header table (F007101), as well as from the Text Processor Detail table.

If you do not remove records from the F007101 table when you purge a batch, the processed flag for those records is changed from processed to purged.

When you purge a batch that was created through draft remittance, the system also runs the Purge Draft Remittance Records program (R03B673).

To set up an additional batch program to run when you purge a batch, enter the name of the additional batch program in the Additional Purge Process field (GPPR) in the F007101 table. When you run the purge program on a batch that includes the name of a batch program in the Additional Purge Process field, the system runs version ZJDE0001 of that batch program.

► To purge a text batch in the Text File Processor

From the Text File Processor menu (G0071), choose Text File Processor.

1. On Work With Text Batches, complete either of the following fields and click Find:
 - User ID
 - Batch Number
2. In the detail area, choose the batch that you want to purge.
3. Choose Maintain Batch from the Row menu, and then choose Purge Batch.

Processing Options for Purge Processed Transactions (R007102)

Process Tab

Use this processing option to specify whether to delete header records.

1. Purge Header Records

Blank = Do not delete header records

1 = Delete header records

Use this processing option to determine whether to delete corresponding header records from the Text Processor Header file (F007101) along with detail records from the Text Processor Detail file (F007101). Deleting detail records only updates the processed flag in the Text Processor Header file to 2 (purged/outbound) or 7 (purged/inbound). Records marked as purged cannot be reset to an unprocessed status.

Valid values are:

- 1 Purge header and detail records
 - Blank Purge only detail records
-

Downloading JinSui Return Files into the J.D. Edwards System

From the A/R Sales - China menu (G75C03), choose Download JinSui Return File into JDE.

After you submit invoices to the JinSui system, the JinSui system generates a return file that contains the GUI numbers that are assigned to the invoices. Use the Download JinSui Return File into JDE program (R75C01Z2) to load the return file into the J.D. Edwards system. The Download JinSui Return File into JDE program also produces a report that contains your JinSui information, including the GUI number.

Updating GUI Numbers

From the A/R Sales - China menu (G75C03), choose Invoice Inquire on GUI Number.

The GUI number links the J.D. Edwards system-assigned invoice number and JinSui. You must know the GUI number to inquire on it. The Download JinSui Return File into JDE program produces a report that contains your JinSui information, including the GUI number. If you change your GUI information, use the Invoice Inquire on GUI Number program (P75C001) to update the GUI number and GUI status via the Row exit on the Work With GUI Inquiry form.

Before You Begin

- ❑ Download the GUI numbers for the invoices that you have submitted to JinSui. See *Downloading JinSui Returns Files into the J.D. Edwards System*.

General Accounting

General Ledger Reporting

China has a standardized chart of accounts. This format is used to create balance sheets and income statements. China has many different balance sheets and income statements for different businesses as well as different formats for state-owned and foreign-invested businesses.

Note

J.D. Edwards does not support all of the formats accepted in Chinese business practice but does provide sample reports that you can customize to your specific reporting needs.

Reviewing Account Information

You can review account information by object account or by category code.

Reviewing Account Ledgers by Object Account

You can review detailed transactions for an object account across all business units.

You can use all of the criteria that are available in the Account Ledger Inquiry program to limit your search for transactions to review.

After you move the cursor to the row heading in the left column on the form, the system displays a paper clip icon to indicate when the transaction (for example, the journal entry) has additional text or another attachment.

Using the Second Ledger processing option, you can review transactions for two ledger types at the same time. A second ledger type is especially beneficial in multiple currency environments because you can see transactions for foreign and domestic currencies at the same time.

The system displays both posted and unposted transactions from the Account Ledger table (F0911).

► To review account ledgers by object account

From the Accounting Reports & Inquiries menu (G0912), choose Account Inquiry by Object Account.

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1. On Work With Account Ledger by Object Account, complete the following field:
 - Object/Sub
2. To review a ledger other than AA (actual amounts), replace the value in the following field:
 - Ledger Type 1
3. If you set a second ledger type in the processing option, you can replace the value in the following field:
 - Ledger Type 2
4. To display a range of companies, complete the following fields:
 - From Company
 - Thru Company
5. To display a range of transaction dates, complete the following fields:
 - From Date
 - Thru Date
6. To display one subledger, complete the following fields:

- Subledger/Type

7. If you use more than one currency, complete the following field:

- Currency Code

8. Click one of the following options, if necessary:

- Posted
- Unposted
- All

9. To further limit your search for transactions, use the query-by-example fields in the detail area.

For example, you might want to search for a specific document type, document number, batch number, or G/L posted code.

10. Click Find.

11. To print the account ledger, from the Row menu, click Print Ledger.

See Also

- *Reviewing Transactions in an "As If" Currency* in the *Multicurrency Guide* for information about reviewing "as if" currency amounts on the Account Inquiry by Object Account form

Processing Options for Account Ledger by Object Account (P09201)

Defaults

Any values entered in the following options will be loaded upon entry into the program:

Object/Subsidiary Account Number

From Date

Through Date

Ledger Type

Subledger - G/L

Subledger Type

Currency Code

Second Ledger

Enter a 1 to display a second ledger type to view two ledger types at one time. Leave blank to display one ledger type only.

Display Second Ledger Type

Enter a default value for the second ledger type if the second ledger type is activated above.

Ledger Type

Exits

For document type PK or PN: enter a 1 to exit to Journal Entries when going to the source document.

Leave blank to go to Manual Payments.

Exit for PK or PN

As-If Currency

Enter the currency code for as-if currency display. This option allows for amounts to display in a currency other than the currency they are stored in. This as-if currency option is activated by the form exit As-If Currency. Amounts will be translated and displayed in this as-if currency. If left blank, amounts will display in their database currency. Only the amounts associated with Ledger Type 1 will be converted to the as-if currency.

As-If Currency

Enter the as of date for processing the current exchange rate for the as-if currency. If left blank the thru date will be used.
Exchange Rate Date

Reviewing Account Ledgers by Category Code

You can review detailed transactions for any of the category codes that are set up for an alternate (statutory) chart of accounts. You specify the category code (21, 22, or 23) in the Category Code processing option for this program.

You can use all of the criteria that are available in the Account Ledger Inquiry program to limit your search for transactions to review.

After you move the cursor to the row heading in the left column on the form, the system displays a paper clip icon to indicate that the transaction (for example, the journal entry) has additional text or another attachment.

Using the Second Ledger processing option, you can review transactions for two ledger types at the same time. A second ledger type is especially beneficial in multiple currency environments because you can see transactions for foreign and domestic currencies at the same time.

The system displays both posted and unposted transactions from the Account Ledger table (F0911).

► To review account ledgers by category code

From the Accounting Reports & Inquiries menu (G0912), choose Account Inquiry by Category Code.

PeopleSoft.

1. On Work With Account Ledger By Category Code, complete the following field:
 - Alternate Account
2. To review a ledger other than AA (actual amounts), replace the value in the following field:
 - Ledger Type 1
3. If you set a second ledger type in the processing option, you can replace the value in the following field:
 - Ledger Type 2
4. To display a range of companies, complete the following fields:
 - From Company
 - Thru Company
5. To display a range of transaction dates, complete the following fields:
 - From Date
 - Thru Date
6. To display one subledger, complete the following fields:

- Subledger
- Sub Type

7. If you use more than one currency, complete the following field:

- Currency Code

8. Click one of the following options, if necessary:

- Posted
- Unposted
- All

9. To display company subtotals, click the following option:

- Display Company Subtotals

10. To further limit your search for transactions, use the query-by-example fields in the detail area.

For example, you might want to search for a specific document type, document number, batch number, or G/L posted code.

11. Click Find.

12. To print the account ledger, from the Row menu, click Print Ledger.

See Also

- *Reviewing Transactions in an "As If" Currency* in the *Multicurrency Guide* for information about reviewing "as if" currency amounts on the Account Ledger by Category Code form

Processing Options for Account Ledger by Category Code (P09202)

Category Code

Enter the account category code (21-23) to inquire on. The default value of blank will use category code 21.

Category Code (21-23)

Defaults

Any values entered in the following options will be loaded upon entry into the program:

Alternate Account

From Date

Through Date

Ledger Type

Subledger - G/L

Subledger Type

Currency Code

Second Ledger

Enter a 1 to display a second ledger type to view two ledger types at one time. Leave blank to display one ledger type only.

Display Second Ledger Type

Enter a default value for the second ledger type if the second ledger type is activated above.

Ledger Type

Exits

For document type DK or DN, enter a 1 to exit to Journal Entries when going to the source document.

Leave blank to go to Manual Payments.

Exit for PK or PN

As-If Currency

Enter the currency code for as-if currency display. This option allows for amounts to display in a currency other than the currency they are stored in. This as-if currency option is activated by the form exit As-If Currency. Amounts will be translated and displayed in this as-if currency. If left blank, amounts will display in their database currency. Only the amounts associated with Ledger Type 1 will be converted to the as-if currency.

As-If Currency

Enter the as of date for processing the current exchange rate for the as-if currency. If left blank the thru date will be used.

Exchange Rate Date

Reviewing Alternate Account Information

You can review alternate accounts and account ledgers for one category code at a time. You specify the category code in the processing options.

You can also review alternate accounts by company or organization structure, and you can review their balances online by company or organization structure. By doing this review, you can see several companies that together are one legal entity.

► To review alternate account information

From the Accounting Reports & Inquiries menu (G0912), choose Statutory Account Inquiry.

You can review selected alternate accounts and the associated detailed information. You can also review account ledgers.

1. On Statutory Account Inquiry, complete the following optional fields:

- Company
- Business Unit

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Select Workspace: Active Foundation

Active Foundation

Statutory Account Inquiry

Company	00070	Ledger Type	AA
Business Unit	*	Digit To Use For Subtotal	
From Account	44440	Level Of Rollup	
Thru Account		<input type="checkbox"/> Period/Cumulative	
Thru Date	06/30/05	<input type="checkbox"/> Period	Currency Code

Records 1 - 10

Alternate Account	Description	Debit Amount	Credit Amount	Balance
44440	Suppliers		54,102.25-	54,102.25-
45450	Estimated taxes			
45451	V.A.T. payable			
45459	Other social obligations			
48489	Sundry amounts payable			
49	Deferrals and accruals			
49492	Accrued charges	1,876.33-	1,876.33-	
5200	Other Sales			
52520	Cost	10,200.00		10,200.00
65650	Current account		85,000.00-	85,000.00-

2. To limit your search, complete the following fields:
 - From Account
 - Thru Account
3. To display amounts for a specific period, complete one of the following fields:
 - Thru Date
 - Period

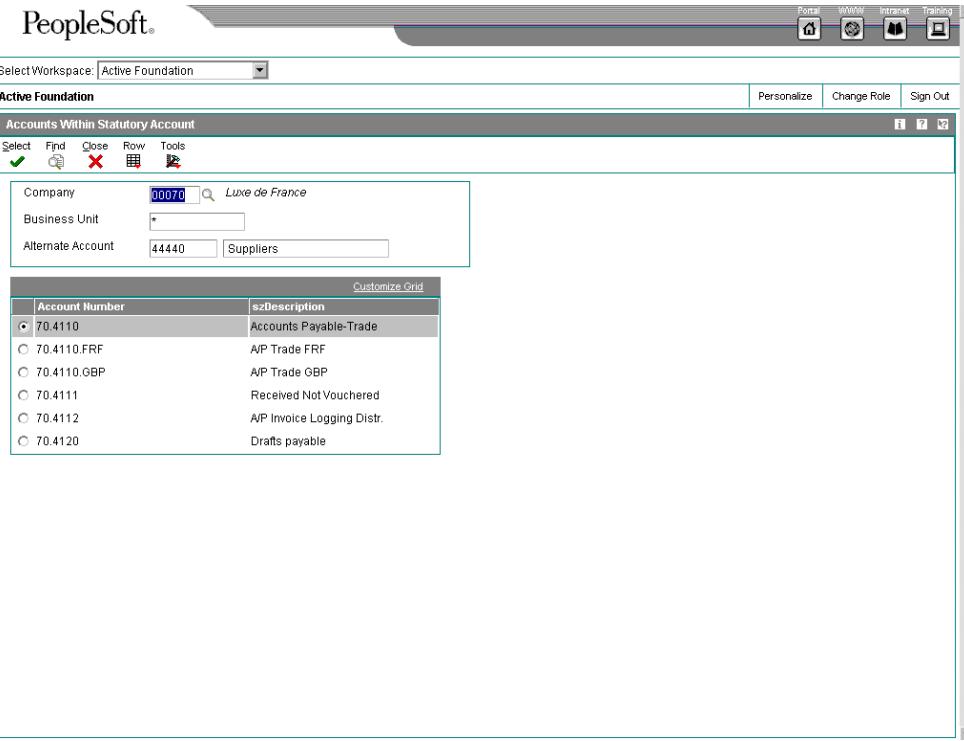
If the Period option is selected, the system shows the through period in the Thru Period field. If the Period option is cleared, the system shows the through date in the Thru Date field.
4. To specify how many leading digits in the alternate account number to use for subtotaling, complete the following field:
 - Digit To Use For Subtotal
5. To specify the digit of the category code to use for rollup, complete the following field:
 - Level Of Rollup
6. To toggle between year-to-date and period totals, click the following option:
 - Period/Cumulative

7. To display a specific currency, complete the following field:
 - Currency Code
 8. Click Find.
- The processing time depends on the number of accounts that you are viewing.
9. To review account ledger information for the category code that you specified in the processing options, select an account and choose Ledger Inquiry from the Row menu.

Work With Account Ledger By Category Code

Document Number	Doc Ty	Doc Co	G/L Date	Explanation	LT1 Amount	LT1 Debit	LT1 Credit	P C	LT 2 Amount	LT Del
3152 AE	00070	06/20/05	Offset By Document PV 3152		950.00-		950.00-	P		
3154 AE	00070	06/20/05	Offset By Document PV 3154	Offset By Document PV 3154	1,600.00-		1,600.00-	P		
3159 AE	00070	06/12/05	Offset By Document PV 3159	Offset By Document PV 3159	3,065.60-		3,065.60-	P	3,990.00-	
3165 AE	00070	06/30/05	Offset By Document PV 3165	Offset By Document PV 3165	1,536.65-		1,536.65-	P	2,000.00-	
3800 JE	00070	06/30/05	Account Balances Company 70	Account Balances Company 70	31,300.00	31,300.00		P		
				Column Total	24,147.75	31,300.00	7,152.25-		5,990.00-	
				Ledger Total	24,147.75	24,147.75			5,990.00-	
				Posted Total	24,147.75	31,300.00	7,152.25-		5,990.00-	
				Unposted Total						

10. On Work With Account Ledger By Category Code, follow the steps for reviewing account ledgers by category code.
See *Reviewing Account Ledgers by Category Code*.
11. To display all of the accounts with the category code that you specified in the processing options, go back to Statutory Account Inquiry (if necessary) and choose Accounts from the Row menu.



12. On Accounts Within Statutory Account, select an account to review.
13. From the Row menu, choose one of the following to review the detail:
 - Account Ledger
 - Account Balance
 - Trial Balance by Object

See Also

- ❑ *Planning Your Chart of Accounts*
- ❑ *Creating and Updating Your Chart of Accounts*
- ❑ *Printing a Debit/Credit Trial Balance by Category Code Report*
- ❑ *Printing a General Ledger by Category Code Report*
- ❑ *Reviewing Account Ledgers by Category Code*

Sample Balance Sheet

From the Financial Reports menu (G75C09), choose Balance Sheet.

The Balance Sheet program (R75C111) creates a sample balance sheet for China. You can customize this Balance Sheet program according to your specific needs.

The Balance Sheet program retrieves information from the following tables:

- Account Master (F0901)

- Account Balances (F0902)
- Business Unit Master (F0006)

Before You Begin

- Set up UDC 09/21 with the appropriate value for category code 21 of each account.
See *Setting Up and Alternate Chart of Accounts*

Sample Income Statement

From the Financial Reports menu (G75C09), choose Income Statement.

The Income Statement program (R75C211) creates a sample income statement for China. You can customize this Income Statement program according to your specific needs.

The Income Statement program retrieves information from the following tables:

- Account Master (F0901)
- Account Balances (F0902)
- Business Unit Master (F0006)

Before You Begin

- Set up UDC 09/21 with the appropriate value for category code 21 of each account.
See *Setting Up an Alternate Chart of Accounts*