

Intacct Export to Journal

Tested/Supported in Rock Version: 13.0-14.0

Released: 10/9/2018

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Summary

This plug in will allow you to create journal entries in Intacct for batches with the click of a button.

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What's New

The following new goodness will be added to your Rock install with this plugin:

- **New Page:** Intacct Projects (Finance > Administration > Intacct Projects)
- **New Page:** Intacct Export (Finance > Functions > Intacct Export)
- **New Block:** Batch to Journal (added to the Batch Detail Page on install)
- **New Block:** Batches to Journal (added to the new Intacct Export Page on install)
- **New Account Attributes:** There are a number of new Account attributes that control where transactions are posted in Intacct
- **New Defined Type:** Financial Projects stores the Defined Values that designate what Project a Transaction should be associated with
- **New Batch Attribute:** Date Exported
- **New Financial Gateway Attributes:** There are 2 new Financial Gateway attributes to control how transaction fees are handled

Configuration

There is configuration needed in Intacct. You may need to contact the Intacct Administrator for your organization for help with these steps.

Intacct Configuration

Create a new Role

In Intacct, go to Company > Roles

Roles Information

Save Cancel More actions

Name *
API Journal

Description
Used to make Journals via API

Name: API Journal
Description: Used to make Journals via API

After you save the Role, the next screen will allow you to assign subscriptions to the Role

Application/Module	Permissions
<input type="checkbox"/> Administration	Permissions
<input type="checkbox"/> Company	Permissions
<input checked="" type="checkbox"/> General Ledger	Permissions
<input type="checkbox"/> Platform Services	Permissions
<input type="checkbox"/> Order Entry	Permissions
<input type="checkbox"/> Accounts Payable	Permissions
<input type="checkbox"/> Accounts Receivable	Permissions
<input type="checkbox"/> Inventory Control	Permissions
<input type="checkbox"/> Time & Expenses	Permissions
<input type="checkbox"/> Cash Management	Permissions
<input type="checkbox"/> Purchasing	Permissions
<input type="checkbox"/> User Defined Dimension	Permissions

Save Cancel

Application Module: General Ledger
Click on Permissions

In the permissions window, grant All permissions for the General Ledger to the Role

General Ledger Permissions						Help?	Save	Cancel
Activities/Lists		Permission				<input type="radio"/> None <input type="radio"/> Read Only <input checked="" type="radio"/> All		
Journal Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete	<input checked="" type="checkbox"/> Reverse		
Statistical Journal Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete	<input checked="" type="checkbox"/> Reverse		
Adjusting Journal Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Statistical Adjusting Journal Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
User-Defined Journal Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
GAAP Adjusting Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Tax Adjusting Entries	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Approve Journal Entries	<input checked="" type="checkbox"/> List							
Books	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Close						
User-Defined Books	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Accounts	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Account Title By Entity	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Statistical Accounts	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			
Account Groups	<input checked="" type="checkbox"/> List	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Edit	<input checked="" type="checkbox"/> Delete			

Select the All radio button

Save to close the window

Then save your changes on the Role Subscriptions page

Create a new User

Note: Creating users can cost extra in Intacct. Only create a new user if there are not any existing API or generic users that you can use.

Go to Company > Admin > Users to add a user

User information	Roles information	User entities	User departments	User territories
<div>User ID RockAPI</div> <div>Last name * <input type="text" value="API"/></div> <div>First name * <input type="text" value="Rock"/></div> <div>Email address * <input type="text" value=""/></div> <div>Contact name <input type="text" value="RockAPI"/></div> <div>User name <input type="text" value="Rock API"/></div> <div>User type <input checked="" type="radio"/> Business <input type="radio"/> Employee <input type="radio"/> Project Manager <input type="radio"/> Platform <input type="radio"/> CRM <input type="radio"/> Warehouse</div> <div>Admin privileges * <input type="radio"/> Off <input type="radio"/> Limited <input checked="" type="radio"/> Full</div> <div>Status <input type="text" value="Active"/></div> <div><input type="checkbox"/> Keep password until admin resets it</div> <div><input type="button" value="Reset password"/></div>				

User Id: RockAPI
Last name: API
First name: Rock
Email address: A valid email where you can receive the password email
Contact name: Leave this blank to create a new contact automatically
User name: Rock API
User Type: Business Account
Admin Privileges: Full

Assign User Role

Find your new or existing API user in the Users page

Users Add Done

All ▾ Manage views ▾





☐ Include inactive [Advanced filters](#) [Clear all filters](#)

User ID ▾	User name	User type	Admin privileges	Entity	Permissions Report
Edit View RockAPI	Rock API	Business User	Full		View Permissions & Roles Groups Preferences

Click the edit link next to your API user then go to the Role Information tab

User Information Print to... Save Duplicate Cancel More actions ▾

User information **Roles information** User entities User departments User territories

	Role Name	
1	API Journal	 ▾
2		 
3		

In the blank drop down, select your API Journal Role

Save your changes

Create a new Employee

Go to Company > Setup > Employees

Add a new Employee

Employee Information

Employee information	Contacts	Reimbursement information
<div>Employee ID</div> <div>-- New --</div>	<div>Department</div> <div></div>	
<div>Primary contact name *</div> <div>RockAPI</div>	<div>Location</div> <div></div>	
<div>Start date</div> <div></div>	<div>Class</div> <div></div>	
<div>Title</div> <div></div>	<div>Earning type</div> <div></div>	
<div>SSN#</div> <div></div>	<div><input type="checkbox"/> Post actual labor costs with variance</div>	
<div>Employee type</div> <div>Full Time</div>		

Primary contact name: RockAPI (or existing API user)

Rock Configuration

After install, the Batch to Intacct block was added to your Batch Details page to enable exporting individual batches to Intacct. Also, a new Intacct Export page containing the Batches to Intacct block added under your Finances directory to enable exporting multiple batches at once. The export button will only show up if the batch Transaction and Control amounts match.

Batch to Journal Block

Located on your Batch Details page, the export button will only show up if the batch Transaction and Control amounts match.

Financial Batch Detail

[Home](#) > [Batches](#) > [SampleData1538888400000](#)

 **SampleData1538888400000**

Date Range

10/7/2018 12:00 AM to 10/7/2018 12:00 AM


Transaction / Control / Variance

\$199.00 / \$199.00 / \$0.00

Edit



Export to Intacct

 **Transactions**

When the block is in Other Receipts mode, you will have options for Deposit To, Payment Method and Bank Account next to the Export to Intacct button.

Financial Batch Detail

Home > Batches > New Batch

Deposit To *

Bank Account ▼
Bank Account
Undeposited Funds (1030)

Payment Method *

EFT ▼

Bank Account *

Suntrust ▼

Export to Intacct

Batch #409 Open

Date Range
5/26/2021 12:00 AM to 5/27/2021 12:00 AM

Transaction Amount / Control / Variance
\$52.00 / \$52.00 / \$0.00

Account Totals

General Fund \$52.00

Currency Totals

Cash \$52.00

Edit Match Transactions Audit Log

You will need to configure the Batch to Journal block settings.

Intacct Batch to Journal

KFS > Intacct / id: 1224

Basic Settings

Advanced Settings

Name *

Intacct Batch To Journal

Journal Id *

GJ

Button Text *

Export to Intacct

Close Batch *

Yes

Log Response *

Yes

Journal Memo Lava *

```
1 {{ Batch.Id }}: {{ Batch.Name }}
```

Enable Debug *

No

Undeposited Funds Account *

1030

Configuration

Sender Id *

Sender Password *

Company Id *

User Id *

User Password *

Location Id *

Export Mode *

JournalEntry

Save

Cancel

Name: Block name

Enable Debug: Turns on/off the Lava debug panel

Journal Id: The Intacct Symbol of the Journal that the Entry should be posted to (example: GJ)

Journal Memo Lava: Allows you to use Lava to control what is saved in the memo column of the export. Default: {{ Batch.Id }}: {{ Batch.Name }}

Button Text: Customize the text for the export button

Close Batch: Flag indicating if the Financial Batch should be closed in Rock when successfully posted to Intacct.

Log Response: Flag indicating if the Intacct Response should be logged to the Batch Audit Log

Undeposited Funds Account: The GL Account Id to use when Other Receipt mode is being used with Undeposited Funds option selected.

Sender Id: The permanent Web Services sender Id

Sender Password: The permanent Web Services sender password

Company Id: The Intacct company Id. This is the same information you use when you log into the Sage Intacct UI.

User Id: The Intacct API user Id. This is the same information you use when you log into the Sage Intacct UI.

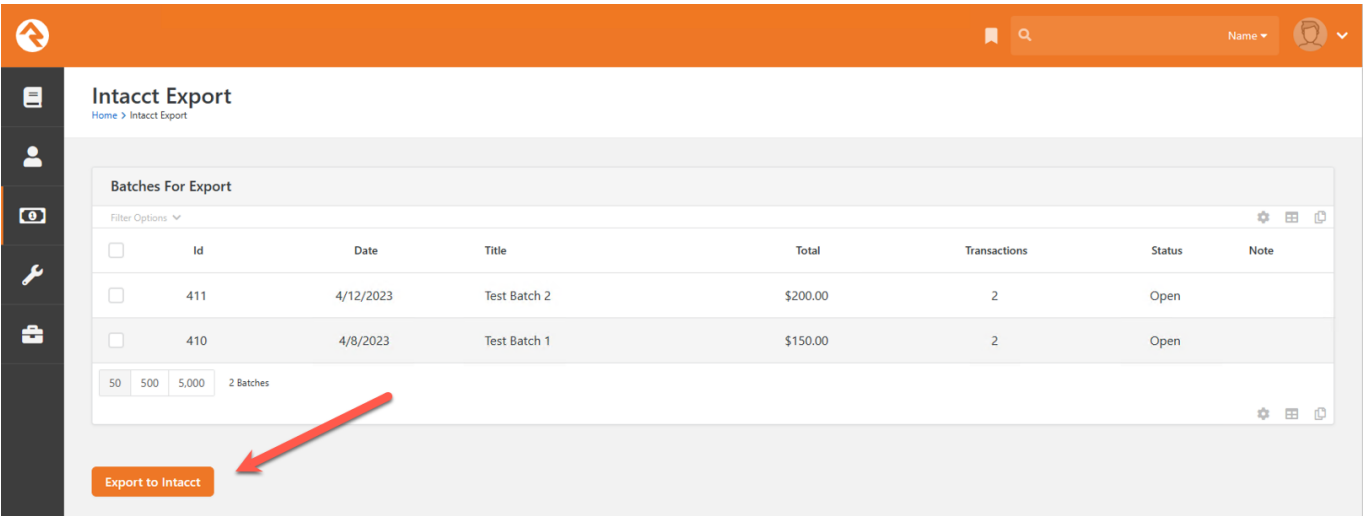
User Password: The Intacct API password. This is the same information you use when you log into the Sage UI.

Location Id: The optional Intacct Location Id. Add a location ID to log into a multi-entity shared company. Entities are typically different locations of a single company.

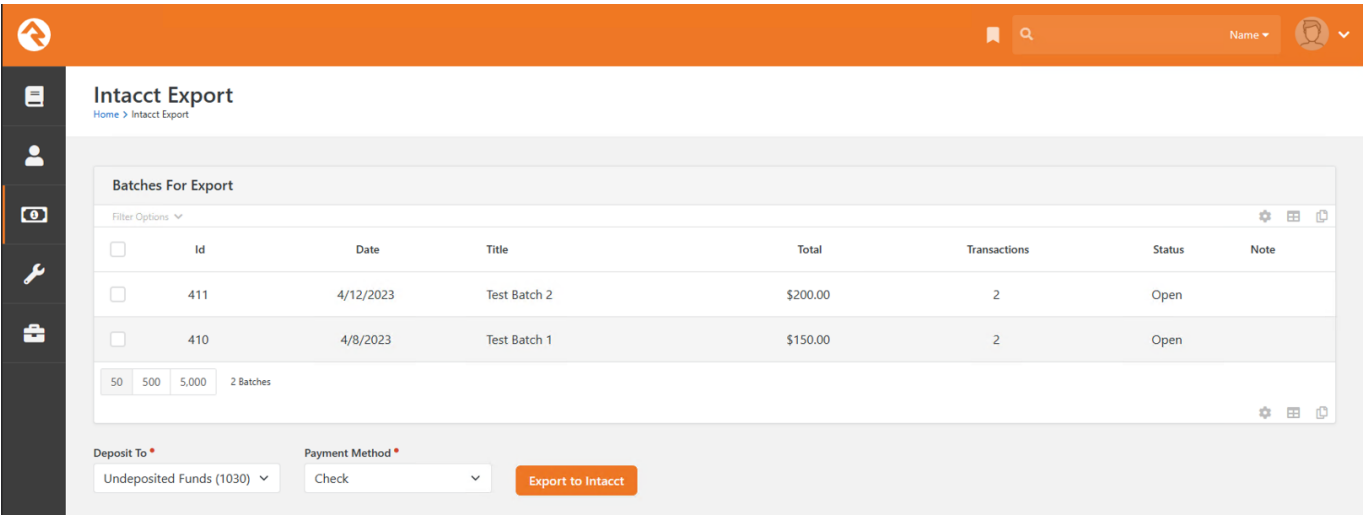
Export Mode: Determines the type of object to create in Intacct. Selecting Journal Entry will result in creating journal entries of the type set in the Journal Id setting. Selecting Other Receipts will result in creating Other Receipts in the Cash Management area of Intacct.

Batches to Journal Block

The Batches to Journal block was added to a new page under your Finances heading named Intacct Export. It consists of a specialized grid of exportable batches with an export button at the bottom.



When the block is in Other Receipts mode, you will have options for Deposit To, Payment Method and Bank Account next to the Export to Intacct button.



You will need to configure the Batches to Journal block settings.

Basic Settings

Advanced Settings

Custom Grid Options

Name *

Intacct Batches To Journal



Batch List Settings

Detail Page i *

Financial Batch Detail

(1 route exists)

Button Text i

Export to Intacct

Months Back i *

2

Close Batch i

Yes


Log Response i

Yes


Enable Debug i

No



Intacct Settings

Journal Id i *

GJ

Undeposited Funds Account i

1030

Journal Description Lava i *

1 {{ Batch.Id }}: {{ Batch.Name }}

Sender Id i *

kensington

Sender Password i *

Kensington2018!

Company Id i *

kensington-DEV

User Id i *

Guest

User Password i *

Kensington1!

Location Id i

Export Mode i

OtherReceipt



Save

Cancel

Name: Block name

Detail Page: The Financial Batch Detail page.

Button Text: Customize the text for the export button.

Months Back: Number of months back that batches should be loaded. This is helpful to prevent database timeouts if there are years of historical batches.

Close Batch: Flag indicating if the Financial Batch should be closed in Rock when successfully posted to Intacct.

Log Response: Flag indicating if the Intacct Response should be logged to the Batch Audit Log.

Enable Debug: Turns on/off the Lava debug panel. The panel will show after export.

Journal Id: The Intacct Symbol of the Journal that the Entry should be posted to (example: GJ)

Undeposited Funds Account: The GL Account Id to use when Other Receipt mode is being used with Undeposited Funds option selected.

Journal Description Lava: Allows you to use Lava to control what is saved in the memo column of the export. Default: {{ Batch.Id }}: {{ Batch.Name }}

Sender Id: The permanent Web Services sender Id

Sender Password: The permanent Web Services sender password

Company Id: The Intacct company Id. This is the same information you use when you log into the Sage Intacct UI.

User Id: The Intacct API user Id. This is the same information you use when you log into the Sage Intacct UI.

User Password: The Intacct API password. This is the same information you use when you log into the Sage UI.

Location Id: The optional Intacct Location Id. Add a location ID to log into a multi-entity shared company. Entities are typically different locations of a single company.

Export Mode: Determines the type of object to create in Intacct. Selecting Journal Entry will result in creating journal entries of the type set in the Journal Id setting. Selecting Other Receipts will result in creating Other Receipts in the Cash Management area of Intacct.

Financial Projects Defined Type

You will need to define the values for the Financial Projects defined type so the export knows what GL Project to associate accounts or transactions to in Intacct. We have added a new Intacct Projects page under Finance > Administration. This page allows you to manage Intacct Projects defined values without needing the RSR-Rock Admin security role.

On the Intacct Projects page, add a value for each of your organization's Projects. The Value must be the Intacct Journal Id. Description will be a friendly name for the Project.

Financial Projects

Value	Description
10001	Missions
10000	General Fund
10002	Building Fund
10003	Women's Ministry

505005,000

4 Defined Values

Financial Gateway Attributes

If your financial gateway reports transaction fees to Rock in their transaction download, you may want to configure these Financial Gateway attributes to choose how those fees are sent to Intacct.

Intacct Export

Gateway Fee Processing ⓘ

Default

Default Fee Account ⓘ

Gateway Fee Processing: How should the Intacct Export plugin process transaction fees? DEFAULT: No special handling of transaction fees will be performed. NET DEBIT: Add credit entries for any transaction fees and use net amount (amount - transaction fees) for debit account entries. GROSS DEBIT: Debit account entries are left untouched (gross) and new debit and credit entries will be added for any transaction fees. NOTE: Both Net Debit and Gross Debit require a Fee Account attribute be set on either the financial gateway or financial account.

Default Fee Account: Default account number for transaction fees.

Account Attributes

The export will always create (at a minimum) two lines for a Journal - a debit and a credit line. The Credit and Debit Account attributes are how this is defined.

In addition to the Intacct Dimensions included, custom Dimensions can also be added.

Most organizations will mark the GL Project designation by setting a default Project on an account in Rock. If more specific Project marking is needed, the export utility also created a Financial Transaction Detail Attribute that allows for designation at the gift level.

Intacct Export

Default Project i

Credit Account i

Debit Account i

Transaction Fee Account i

Class i

Department i

Location i

Default Project: Designates the project at the financial account level.

Credit Account: Account number to be used for the credit column. Required by Intacct.

Debit Account: Account number to be used for the debit column. Required by Intacct.

Transaction Fee Account: Expense account number for gateway transaction fees.

Class: The Intacct dimension for Class Id.

Department: The Intacct dimension for Department Id.

Location: The Intacct dimension for Location Id. Required if multi-entity enabled.

Restriction: A custom Intacct dimension included for example purposes. See the Advanced Configuration section to learn how to add custom dimensions to a Rock Account.

Advanced Configuration

Adding Custom Dimension Example

- Go to Admin Tools > System Settings > Entity Attributes
- In the filter options, set the Entity Type to Financial Account
- Add a new Attribute

Add Attribute Id: 0

Entity Type

Financial Account

Qualifier Field

Qualifier Value

Add Attribute

Name

Restriction

Active

☒ Yes

Description

Categories

Intacct Export

Field Type

Text

Key

GLDIMRESTRICTION

Password Field

☐ Yes

Icon CSS Class

Max Characters

Required

☐ Require a value

Show in Grid

☐ Yes

Show Character Limit Countdown

☐ Yes

Enable History

☐ Yes

Default Value

Save

Cancel

Name: Restriction

Categories: Intacct Export

Key: GLDIMRESTRICTION

Field Type: Text

Important Information about Your Custom Dimension

- The Name is for internal (Rock) purposes only
- The Category has to be set to the Intacct Export category in order to be included in the API post
- The Key is the actual Intacct specific name of the Custom Dimension in all caps, beginning with "GLDIM". Also, you'll notice that the core KFS Dimensions use the format `rocks.kfs.Intacct.CLASSID`. The custom key can be anything you'd like, so long as there is a period before the Dimension name. For example, `org.mychurch.Intacct.GLDIMMYCUSTOMDIM` is a valid Attribute Key.
- Text attributes are recommended for the Custom Dimensions. However, the value you enter in the attribute on the Financial Account must be the System Info > ID, not the text value. (i.e. Value: MT-Event-P1234, ID: 10005. You must enter 10005 in Rock.)

Examples:

- *Custom Dimension 1:*
 - Record Name: Restriction
 - Integration Name: restriction
 - Rock Key: GLDIMRESTRICTION
- *Custom Dimension 2:*
 - Record Name: Custom Project
 - Integration Name: custom_project
 - Rock Key: GLDIMCUSTOM_PROJECT
- *Custom Dimension 2 Value:*
 - Custom Project: MT - Event - P1234
 - ID: 10005
 - Rock Value: 10005

Project Info	System Info
Information	
Created By	Guest
Updated By	Guest
ID	10005