Lighthouse Info Systems Pvt. Ltd.	Document Name	Object Help Document	
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# 01.101.02 - Subsidiary Ledger Schedule

### **PROCESS OVERVIEW**

This master is used to define the scheduling or grouping of Subsidiary Ledger Schedule, which means those accounts who has been made in Creditors, Debtors, and Transporter.

### **PROCESS PRE-REQUISITES**

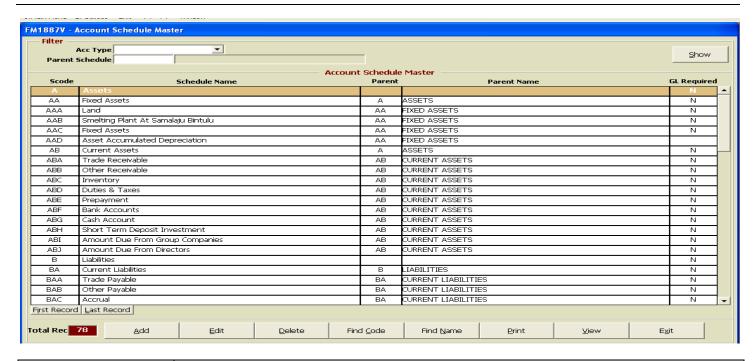
As such no ERP process is required prior to create the Account Schedule as this is one of the most important step to define the Chart of Accounts. Whereas it is very much required to consolidate and structure all the Subsidiary Ledger properly to prepare systematic Chart of Accounts in ERP using the SL- Schedule Master.

#### **KEY FEATURES**

- Subsidiary Ledger Schedule master specifically used for grouping/scheduling of SL Accounts.
- User can generate a Subsidiary Ledger Accounts On the basis of Subsidiary Ledger Schedule master.
- Account type is used to categorize an account in Creditors, Debtors, and Transporters.
- In case of Multi-Entity/Multi-Division, the Main-Ledger/ Sub-Ledger can be configured Entity wise or Division wise. Thus limiting visibility of Subsidiary Ledgers to the relevant Entity or Division.

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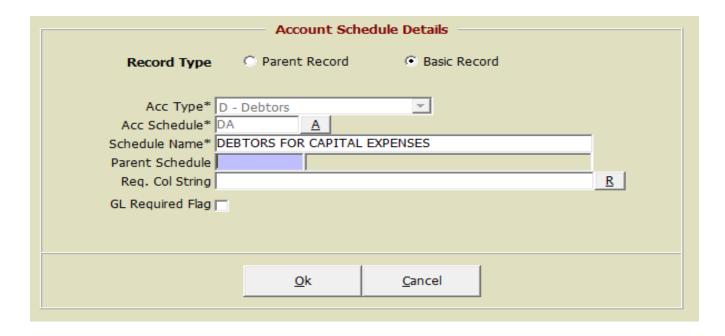
### **PROCESS DETAILS**



BUTTONS	DESCRIPTION	
<u>A</u> DD	To Add new record.	
<b><u>E</u></b> dit	To Edit the selected record. Note - Acc Type and Acc Schedule cannot be changed.	
<b>D</b> elete	To Delete selected record. It is possible only if the selected GL is not used in any master	
<u>D</u> elete	relationship or in any transaction.	
Find <u>C</u> ode	To find record by Code.	
Find <b>N</b> ame To find record by Name.		
<b>P</b> rint	rint To generate the output of an account master data in Excel/bitmap and many more format	
<b>V</b> iew	To View the selected record.	
E <u>x</u> it	To Exit from the current opened window.	
F <u>i</u> rst Record	st Record Select 1 <sup>st</sup> records on clicking the button.	
<u>L</u> ast Record	Select last records on clicking the button.	
<u>S</u> how	To populate the Account Schedule Master data based on the filters selection.	

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FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Acc Type	Account Type	0	To select pre-defined Acc Type from the drop down list as per the following:  C – Creditors(Material)  E – Expenses Creditors  D – Debtors  T – Transporters  O - Others



## **Code Creation Logic**

ACCOUNT TYPE	ACCOUNT SCHEDULE	GL CODE
1 <sup>st</sup> Character of	Next 2 Characters of Account Schedule (Level 3)	Last 2 digits will be the running serial no for
Account Type	prefixed with account type	selected account schedule.

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SINCE 1987	Process Name	Subsidiary Ledger Schedule	
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C	Sundry Creditors	С	Sundry Creditors	CA
D	Sundry Debtors	D	Sundry Debtors	DA
Т	Transporters	Т	Transporters	TR

### **Work Step – To Add General Ledger Account**

- Step 1 Press 'Add' Button.
- Step 2 Select 'Record Type' on clicking Radio Button.
- Step 3 Select 'Acc Type' from drop-down button.
- Step 4 'Acc Schedule' will get selected automatically based on 'Acc Type'.
- Step 5 Select 'Schedule Name' on pressing F9 button.
- Step 6 Select 'Parent Schedule' on pressing F9 button.
- Step 5 Click on "Ok" button to save the record.
- Step 6 'Cancel' button can be used to terminate the process.

#### **Input Field Level Information**

FIELDS	R/O/C	FIELD VALUE / COMMENTS
		Select pre-defined Acc Type from the drop down list as per the
		following:
		C – Creditors(Material)
Acc Type	R	D – Debtors
		T – Transporters
		O - Others
Schedule Name	R	Enter the proper/meaningful schedule name
Parent Schedule	0	Select the parent schedule if it available in LOV.
Req. Col String	0	If you want to show the only selected kind of thing in LOV.
		If you want to consider this Account Schedule as a Sub Account type
GL Required Flag	0	then make the check on.

R = Required, O = Optional, C = Conditional