

In VS1 there are 2 Bank Rec types

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Date	Account	Type	Amount	Amount (		Comments
20/06/2022	Bank	Supplier Payment	-\$1,100.00	-\$1,100.00	Default	
13/06/2022	Bank	Check	-\$70.00	-\$70.00	Default	Allowances Paid
06/06/2022	Payroll Bank	Payroll Nett	-\$785.00	-\$785.00	Default	

Bank Reconciliation  
Reconciliation List  
New Bank Recon

“Bank Reconciliation” is based on ERP bank Rec.  
It should work exactly the same as it does in ERP

“New Bank Recon” is based on Xero bank reconciliation.  
It should work exactly the same as it does in Xero

# In “New Bank Recon”



### Match transactions from your bank with your books in Xero.

[Watch](#) how bank reconciliation works in Xero.

See our step-by-step guide to [bank reconciliation](#).

bankwest

(4,377.17)

(22,365.37)

Statement Balance

Balance in Xero

- Different balances?

3 Jul 2022

Reconciliation Report

Manage Account

What's this?

Reconcile (26)

Cash coding

Bank statements

Account transactions

Compact view

What's this?

Review your bank statement lines...

	Spent	Received
27 Jun 2022 Ridgeway University ORC01025 <a href="#">More details</a>		6,187.50

OK

	Spent	Received
23 Jun 2022 Ridgeway University Ref: ORC01025		6,187.50

Match

Create

Transfer

Discuss

Find & Match

Use **Compact View** in Xero for the VS1 screen styling

The panel that opens when selecting “Find & Match” has a border that fits on Screen without scrolling.

[More details](#)

	Spent	Received
28 Jun 2022 City Limousines 1002-Part <a href="#">More details</a>		100.00

Options

Match

Discuss

Find & select matching transactions below

1. Find & select matching transactions

☐ Show Spent Items

☒ Show AUD Items only

Search by name or reference

Search by amount

Go

Clear search

Date	Name	Reference	Spent	Received
<input type="checkbox"/> 12 Apr 2022	City Limousines	ORC1002		250.00 AUD
<input type="checkbox"/> 2 May 2022	City Limousines	ORC1012		660.00 AUD
<input type="checkbox"/> 18 Jun 2022	DIISR - Small Business Services	ORC1033   Portal proj		3,850.00 AUD
<input type="checkbox"/> 23 Jun 2022	Ridgeway University	ORC01025   P/O CRM08-12		6,187.50 AUD
<input type="checkbox"/> 23 Jun 2022	Pinnacle Management	ORC1034   PO403/CSD		3,080.00 AUD
<input type="checkbox"/> Select all on this page				Showing 1 - 12 of 12

2. View your selected transactions. Add new transactions, as needed.

New Transaction

No transactions have been selected

3. The sum of your selected transactions must match the money received. Make adjustments, as needed.

Adjustments

Must match money received: AUD 100.00

AUD 0.00

Total is out by: 100.00

Reconcile

Cancel

## In “New Bank Recon”

3 The sum of your selected transactions must match the money received. Make adjustments, as needed.

Subtotal	\$204.99
Must match money spent: \$138.23	\$138.23 <span>Total is out by: -\$66.76</span>

Reconcile Cancel

Display the panel **3 \$ Balances** and the **Reconcile/Cancel** Buttons here. (Also keep the original positioning of panel 3)

Review your bank statement lines...

	Spent	Received
12/01/2021 SunTrust Banks, Inc SunTrust Banks, IncXXX379-SUN TRUST GARAGE BALTIMORE MD #XXX9104N03PW9R46 <a href="#">More Details</a>	\$138.23	\$0.00

... then match with your transaction in VS1 Cloud

**Match** | **Discuss**

Find & select matching transactions below

1. Find & select matching transactions

☒ Show Received Items

Search by name or reference  Search by amount  Go Clear Search

<input checked="" type="checkbox"/>	21/03/2022	Cash Customer	Test Comments	Split Deposit	\$105.00	\$0.00
<input checked="" type="checkbox"/>	21/03/2022			Split Deposit	\$99.99	\$0.00
<input type="checkbox"/>	21/03/2022			Split Deposit	\$99.99	\$0.00
<input type="checkbox"/>	18/03/2022	Cash Customer		Split Deposit	\$0.00	\$0.00

## In “New Bank Recon”

Change these fields as below.

Match	Create	Transfer	Discuss	Find & Match
Who		What		
<input type="text" value="Name of the contact.."/>		<input type="text" value="Choose the supplier.."/>		
Why				
<input type="text" value="Enter a description.."/>				
<input type="text" value="Choose the tax code.."/>		<a href="#">Add Details</a>		

Customer/Supplier Dropdown Menu with VS1 Search functionality

Match	Create	Transfer	Discuss	Find & Match
Who		What		
<input type="text" value="Name of the contact.."/>		<input type="text" value="Choose the supplier.."/>		
Why				
<input type="text" value="Enter a description.."/>				
<input type="text" value="Choose the tax code.."/>		<a href="#">Add Details</a>		

Accounts List Dropdown Menu with VS1 Search Functionality

## In “Bank Reconciliation”

If using the Yodlee Integration – Match the functionality of the ERP Bank Reconciliation form

Bank Reconciliation Help

OPENING BALANCE \$15,807.85

SELECT BANK ACCOUNT Bobs Operating Account

BANK STATEMENT BALANCE \$ 0.00

Find & Match

Statement

Statement No. Statement Date 05/07/2022

Reconcile Hold

Balances

Opening Balance Ending Balance

15,807.85

1. Select your transactions

Deposits

Search:

Date	Ref	Name	Description	Payment ID	Amount
05/04/2022		On the Fly Co	Customer Payment	34	\$150.00
25/03/2022		On the Fly Co	Customer Payment	33	\$200.00
23/03/2022		Nice Blake	Customer Payment	32	\$600.00
21/03/2022			Deposit Entry	102	\$150.00
21/03/2022	Test Comments	Cash Customer	Deposit Entry	97	\$105.00
21/03/2022	Test reference 123		Deposit Entry	99	\$123.45
18/03/2022		On the Fly Co	Customer Payment	28	\$676.29
18/03/2022		On the Fly Co	Customer Payment	29	\$194.00

Showing 1 to 11 of 11 entries

Add the Yodlee selection fields to the VS1 form

Bank Select	Statement Date	Statement Amount	Statement Description	Select All
<input checked="" type="checkbox"/>	26/05/2022	\$8,606.98	XXX8677 INTL VS1 Cloud Inv 228	
<input checked="" type="checkbox"/>	23/05/2022	\$820.00	XXX5365 BPAY Inc Tax ER Inc Tax Pment Pla	
<input checked="" type="checkbox"/>	20/05/2022	\$3,000.00	XXX4237 BPAY ANZ CARDS ANZ Low Rate C	
<input checked="" type="checkbox"/>	20/05/2022	\$2,000.00	XXX8743 BPAY VIRGIN MON Virgin Vis	
<input checked="" type="checkbox"/>	20/05/2022	\$40.00	XXX6951 M G MOOD Pty Ltd Inv 351	
<input checked="" type="checkbox"/>	20/05/2022	\$600.00	XXX7505 PYMT Greg Heffe Inv 000	
<input checked="" type="checkbox"/>	20/05/2022	\$2,090.00	XXX0893 BPAY TAX OFFICE March BA	
<input checked="" type="checkbox"/>	20/05/2022	\$600.00	XXX4408 PYMT MAUREEN JE MC 947	
<input checked="" type="checkbox"/>	20/05/2022	\$5,000.00	XXX6728 PYMT MAUREEN JE MC 947	
<input checked="" type="checkbox"/>	18/05/2022	\$395.00	XXX4806 BPAY ERP Suppor ICA Payment Pla	
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>	13/05/2022	\$1,177.52	XXX0839 BPAY TELSTRA BI K XXX XXX X90-	<input type="checkbox"/>
<input type="checkbox"/>	13/05/2022	\$1,177.52	XXX0839 BPAY TELSTRA BI K XXX XXX X90-	<input type="checkbox"/>
<input type="checkbox"/>	13/05/2022	\$4,000.00	XXX6520 PYMT MAUREEN JE MC 7111 /947	<input type="checkbox"/>
<input type="checkbox"/>	13/05/2022	\$4,000.00	XXX6520 PYMT MAUREEN JE MC 7111 /947	<input type="checkbox"/>
<input type="checkbox"/>				

## In "Bank Reconciliation"

Bank Reconciliations - (Full Access)

### Reconciliation

Account to Reconcile: **Westpac ERP Support Ac** Statement #:  Opening Balance:  \$19,381.30  
 Statement Date: **05/07/2022** Filter on Date ☒ Ending Balance:

Deposits Search Amount:

ERP Select	Date	Ref / Chq #	Payee	Notes	Amount	Bank Select	Statement D	ment Amount	Statement Description	Select All
<input checked="" type="checkbox"/>	06/06/2022	5326	Techniques Incorpora	Customer Payment	\$9,350.00	<input checked="" type="checkbox"/>	06/06/2022	\$9,350.00	DANTERE SAFETY Inv 5:	<input type="checkbox"/>
<input checked="" type="checkbox"/>	06/06/2022	5323	Dantere Safety	Customer Payment	\$9,350.00	<input checked="" type="checkbox"/>	06/06/2022	\$9,350.00	Techniques Inco Techni	<input type="checkbox"/>
<input checked="" type="checkbox"/>	03/06/2022	5327	Steel Mains P/L	Customer Payment	\$3,300.00	<input checked="" type="checkbox"/>	03/06/2022	\$3,300.00	STEEL MAINS Irw 5327	<input type="checkbox"/>
<input checked="" type="checkbox"/>	01/06/2022	5927	Allied Forklifts	Customer Payment	\$17,600.00	<input checked="" type="checkbox"/>	01/06/2022	\$17,600.00	ALLIED FORKLIFTS SUP	<input type="checkbox"/>
<input checked="" type="checkbox"/>	01/06/2022	321893729	Ben Plumbing and Ha	Customer Payment	\$2,090.00	<input checked="" type="checkbox"/>	01/06/2022	\$2,090.00	XXXXXX729	<input type="checkbox"/>
<input checked="" type="checkbox"/>	31/05/2022	2952651	Donohues	Customer Payment	\$8,800.00	<input checked="" type="checkbox"/>	31/05/2022	\$8,800.00	XXX2651 Donohues Donohu	<input type="checkbox"/>
<input checked="" type="checkbox"/>	18/05/2022	Elgee Indus	Elgee Industries Pty L	Customer Payment	\$7,040.00	<input checked="" type="checkbox"/>	18/05/2022	\$7,040.00	Elgee IndustriesElgee Indus	<input type="checkbox"/>
<input type="checkbox"/>	13/09/2021	BMRB2210		Deposit Entry	\$3,800.00	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>	05/05/2022	5321	Adventure One	Customer Payment	\$9,350.00	<input type="checkbox"/>				<input type="checkbox"/>
						<input type="checkbox"/>	28/06/2022	\$4,180.00	MACHINE TECH INV NC	<input type="checkbox"/>
						<input type="checkbox"/>	28/06/2022	\$30,580.00	XXX7303 PYMT RAPP Austr	<input type="checkbox"/>
						<input type="checkbox"/>	28/06/2022	\$6,400.00	XXX9225 B W PALMER LIM	<input type="checkbox"/>
						<input type="checkbox"/>	01/07/2022	\$2,090.00	XXXXXX389	<input type="checkbox"/>

Withdrawals Search Amount:

ERP Select	Date	Ref / Chq #	Payee	Notes	Amount	Bank Select	Statement D	ment Amount	Statement Description	Select All
<input checked="" type="checkbox"/>	01/07/2022	1368545	Greg Heffernan	Supplier Payment	\$1,800.00	<input checked="" type="checkbox"/>	01/07/2022	\$1,800.00	XXX8545 PYMT Greg Heffe In	<input type="checkbox"/>

Items you have marked cleared

	Notes	Ending Balance
7 Deposits and Other Credits		
33 Cheques and Payments		
		\$12,408.96

Save & Close, Cancel, Print, Print Report, Mark All, UnMark All, Hold, Help, Choose Template, Auto Apply, Settings, Rules, Create New, Cheque, Deposit

Settings: ☒ Amount, ☐ Customer/Supplier, ☐ Ref Number, ☒ Date

Rules

Auto Match the VS1 Transactions to the Yodlee Transactions based on the Settings selection

### Settings

☒ Amount  
☐ Customer/Supplier  
☐ Ref Number  
☒ Date

Rules



# In "Bank Reconciliation"

Bank Reconciliations - (Full Access)

## Reconciliation

**Account to Reconcile**  
 Westpac ERP Support Acct

Statement #:   
 Statement Date: 05/07/2022 ☒ Filter on Date

Opening Balance: \$19,381.30  
 Ending Balance:

Deposits Search Amount

ERP Select	Date	Ref / Chq #	Payee	Notes	Amount	Bank Select	Statement D	ment Amount	Statement Description	Select All
<input checked="" type="checkbox"/>	06/06/2022	5326	Techniques Incorpora	Customer Payment	\$9,350.00	<input type="checkbox"/>	06/06/2022	\$9,350.00	DANTERE SAFETY Inv 5323	<input type="checkbox"/>
<input type="checkbox"/>	06/06/2022	5323	Dantere Safety	Customer Payment	\$9,350.00	<input checked="" type="checkbox"/>	06/06/2022	\$9,350.00	Techniques Incor Techniques Incorp	<input type="checkbox"/>
<input checked="" type="checkbox"/>	03/06/2022	5327	Steel Maine Pl	Customer Payment	\$2,300.00	<input checked="" type="checkbox"/>	03/06/2022	\$2,300.00	STEEI MAINS Inv 5327	<input type="checkbox"/>

When manually matching lines move both sides to the same line and colour Green

Bank Reconciliations - (Full Access)

## Reconciliation

**Account to Reconcile**  
 Westpac ERP Support Acct

Statement #:   
 Statement Date: 05/07/2022 ☒ Filter on Date

Opening Balance: \$19,381.30  
 Ending Balance:

Deposits Search Amount

ERP Select	Date	Ref / Chq #	Payee	Notes	Amount	Bank Select	Statement D	ment Amount	Statement Description	Select All
<input checked="" type="checkbox"/>	06/06/2022	5326	Techniques Incorpora	Customer Payment	\$9,350.00	<input checked="" type="checkbox"/>	06/06/2022	\$9,350.00	Techniques Incor Techniques Incorp	<input type="checkbox"/>
<input type="checkbox"/>	06/06/2022	5323	Dantere Safety	Customer Payment	\$9,350.00	<input type="checkbox"/>	06/06/2022	\$9,350.00	DANTERE SAFETY Inv 5323	<input type="checkbox"/>

## In “Bank Reconciliation”

If lines have been manually matched automatically create a new Rule to match the **Payee** with **Statement Description**.

Bank Reconciliations - (Full Access)

### Reconciliation

Account to Reconcile: Westpac ERP Support Act  
Statement #:   
Statement Date: 05/07/2022 ☒ Filter on Date  
Opening Balance: \$19,381.30  
Ending Balance:

Deposits Search Amount  Go

ERP Select	Date	Ref / Chq #	Payee	Notes	Amount	Bank Select	Statement D	ment Amount	Statement Description	Select All
<input checked="" type="checkbox"/>	06/06/2022	5326	Techniques Incorpora	Customer Payment	\$9,350.00	<input checked="" type="checkbox"/>	06/06/2022	\$9,350.00	Techniques Inco Techniques Inco	<input checked="" type="checkbox"/>
<input type="checkbox"/>	06/06/2022	5323	Dantere Safety	Customer Payment	\$9,350.00	<input type="checkbox"/>	06/06/2022	\$9,350.00	DANTERE SAFETY Inv 5323	<input type="checkbox"/>

This Rule will Auto apply for the next reconciliation

### Reconciliation

Rules List

## Rules List

Search Column Payee  F5 F6 F7

☒ Refresh Custom Filters  ☒ Active ☐ Inactive

Payee	Description	Active
Techniques Incorporated	Techniques Inco	<input checked="" type="checkbox"/>