

# Sage 300

## General Ledger

### Count on Sage 300 General Ledger

The General Ledger module is the foundation of your Sage 300 system, with flexibility that meets the current and future financial management requirements of organisations of all types and sizes. It provides a robust feature set designed to handle your most demanding budgeting and processing needs. General Ledger fully integrates with all modules and is the key to maximising the efficiency and accuracy of your financial data.

### Features

- Create alphanumeric account numbers as long as 45 characters.
- Flag General Ledger accounts as inactive to stop using them, but retain them in the system for historical and reporting purposes.
- Maintain separate periods for adjusting and closing entries.
- Assign different retained earnings accounts to different account segments.
- Set up and schedule recurring journal entries for transactions that are processed on a regular basis.
- Drill down to the originating journal entry and transaction from transaction history.
- Lock budgets to prevent unauthorised changes.
- Limit the batches shown in the Batch List window to only those from a single subledger.
- Automatically create budgets using prior-year information or choose from seven other computation methods.
- Create analytical reports, spreadsheets, graphs, and charts, and update budgets automatically through full integration with Microsoft Excel.
- Produce fast, flexible, customised financial statements through full integration with Microsoft Excel.
- Print consolidated statements or statements for any accounting division represented by an account number segment code.
- Auto-reverse entries to eliminate manual accrual tracking and specify the period for the reversal.
- Reverse a posted transaction.
- Drill down from an unposted journal entry to the originating transaction.



See into your data



### Reports

#### Standard Reports

- Batch Listing
- Batch Status
- Chart of Accounts
- Comparative Balance Sheets
- General Ledger Options
- General Ledger Transactions Listing
- Income Statements
- Posting Journals
- Trial Balance

