

Balancing the Ledger

Volume 3 No. 1

HD SI has a new journal entry application that is capable of saving your accounting staff hours of work each month, resulting in greater productivity. We have done this by completely redesigning the journal entry application. The addition of new journal entry types, the ability to display and print current or prior journal entries, and the power to create memos for your entries, really make this a dynamic application. The new display provides you a clear picture of the entry as you input it, with the debit and credit totals presented while you complete the entry. Here are some highlights:

Types of Journal Entries

- **Continuous Entries**
 - ◇ Recurring Standard - Journal entry detail that will be repeated indefinitely with dollar amounts reentered each month. The entry is terminated when you remove it.
 - ◇ Recurring Continuous- Journal entry detail that will be repeated through an assigned ending date with dollar amounts that are fixed. The ending date may be changed at any time.
 - ◇ Recurring Reversal - This entry is similar to the recurring standard in that the dollar amounts are reentered each month. This entry though is reversed the following month as a YTD entry. The entry is terminated when you remove it.
- **Auto Reversing Entries** - A journal entry that automatically reverses the next month as a *current* or a *year-to-date* entry. You choose how it is to be reversed.
- **Standard** - Unique standard entries made month to month.
- **YTD** - Unique year-to-date entries made month to month.

Wait, There's More

Quick Codes - Using Quick Codes, customers are able to assign a four character code for frequently used journal descriptions rather than reentering them over and over again. These codes can be easily maintained within the journal entry application.

Displaying and Printing Entries - Journal entries, current and prior, can be displayed and printed with the push of a button. An entry created in the current month can be edited or deleted. No more reversing an entry that was done in error.

Memos - When inputting an entry you may create a memo. These memos will appear on your journal entry detail report.

Clients utilizing HDSI's General Ledger Module will be updated shortly. If you are not taking advantage of this powerful tool, see what you have been missing. Call HDSI today at (847) 398-0000 and see what benefits can be found today by taking advantage of tomorrow's technology.