

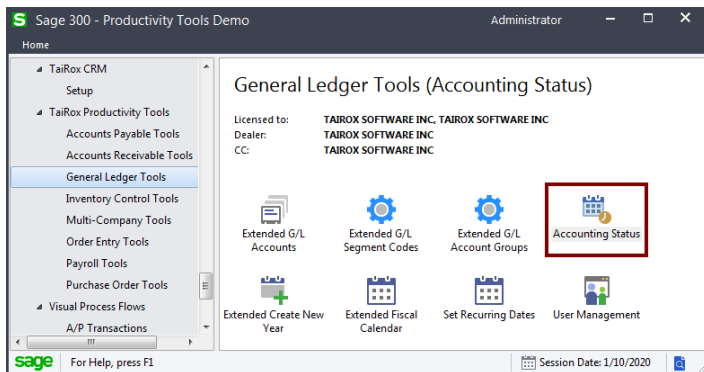
Accounting Status

Account Status helps you manage Sage 300 accounting processes by providing status information for all core modules in a single window. This benefit is targeted at larger clients who have several people involved in closing at month-end or year-end.

The program displays un-posted batches and un-transferred sub-ledger transactions from all Sage 300 applications in a single window. User can drill-down from that window to see batch control records and other pertinent information.

Using Accounting Status

The Accounting Status icon appears under **TaiRox Productivity Tools > General Ledger Tools** on the Sage 300 desktop and can be copied to other menu locations.



The Accounting Status window appears as follows:

The screenshot shows the 'PTDEMO - Accounting Status' window. It contains a table with columns for Application, Batch Status, Receipt Batch Status, Adjustment Batch Status, and Refund Batch Status. The data is organized by application category, including General Ledger, Accounts Receivable, Accounts Payable, Order Entry, Purchase Orders, Inventory Control, and Bank Services. Each row shows the current status (e.g., Open, Ready To Post) and the number of items in that status. A 'Refresh' button is located at the bottom left, and a 'Close' button is at the bottom right.

Application	Batch Status	Receipt Batch Status	Adjustment Batch Status	Refund Batch Status
General Ledger	Open: 1			
	Ready To Post: 1			
Accounts Receivable	Invoice Batch Status: Open: 0, Ready To Post: 0	Receipt Batch Status: Open: 0, Ready To Post: 0	Adjustment Batch Status: Open: 0, Ready To Post: 0	Refund Batch Status: Open: 0, Ready To Post: 0
	General Ledger Batches to Create: Invoice Batches: Yes, Receipt Batches: Yes, Adjustment Batches: Yes, Refund Batches: Yes, Revaluation Batches: Yes			
Accounts Payable	Invoice Batch Status: Open: 0, Ready To Post: 0	Payment Batch Status: Open: 0, Ready To Post: 0	Adjustment Batch Status: Open: 0, Ready To Post: 0	
	General Ledger Batches to Create: Invoice Batches: Yes, Payment Batches: Yes, Adjustment Batches: Yes, Revaluation Batches: Yes			
Order Entry	Active Orders: Not Complete: 3, On Hold: 2	Future Orders: Not Complete: 1, On Hold: 1	Standing Orders: Not Complete: 1, On Hold: 1	Quotes: Not Complete: 0
	General Ledger Batches to Create: Order Entry: Yes			
Purchase Orders	Requisitions: Not Complete: 5	Purchase Orders: Not Complete: 25	Receipts: Not Complete: 3	
	General Ledger Batches to Create: Purchase Orders: Yes			
Inventory Control	Receipts: Entered: 1	Shipments: Entered: 1	Internal Usage: Entered: 1	Adjustments: Entered: 1, Transfers: Entered: 1, Assemblies: Entered: 1, Physical Inventory Worksheets: Not Posted: 1
	General Ledger Batches to Create: Inventory Control: Yes			
Bank Services	Bank Reconciliation Entries: Not posted: 1	Bank Entries: Not posted: 2		
	General Ledger Batches to Create: ..			

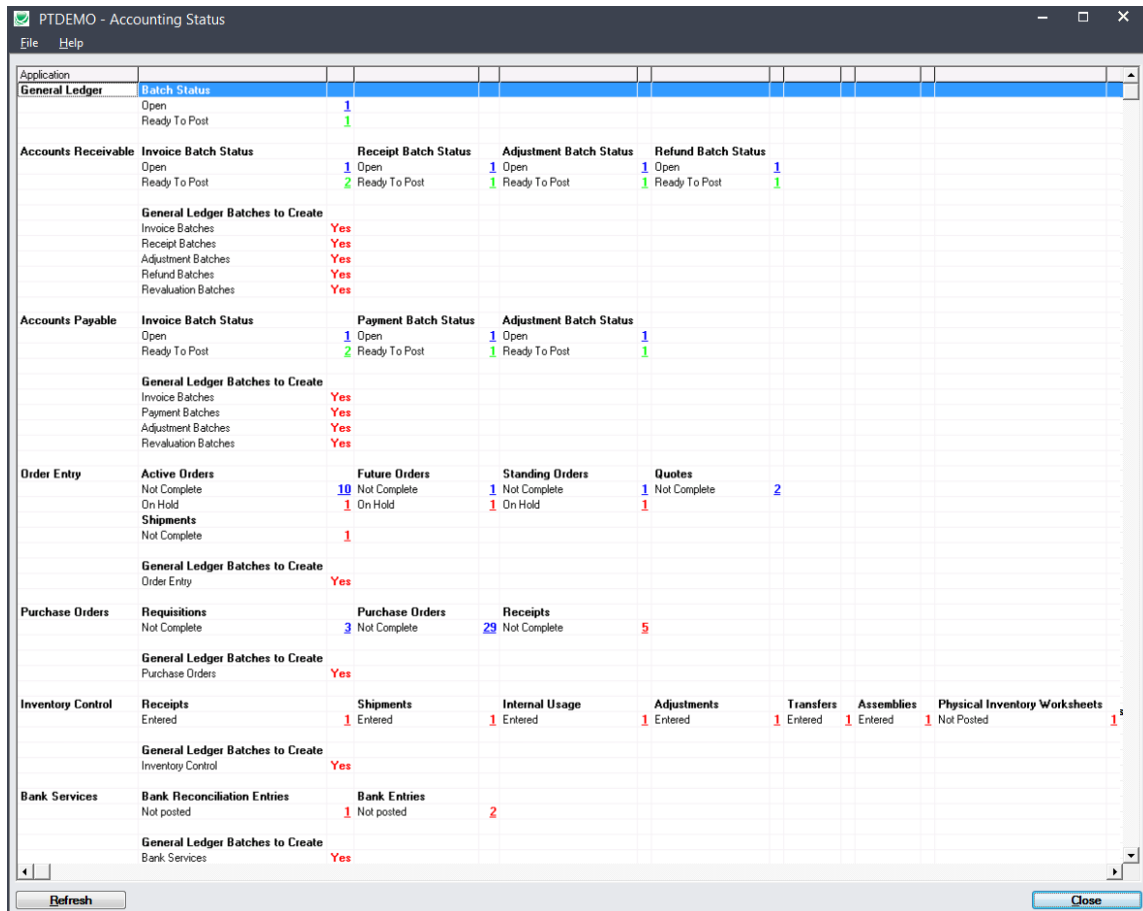
- The program provides a section for each Sage 300 application that displays the status of batches and other pertinent data that may need to be addressed as part of a period-end process.
- Click underlined counts to drill-down to more information.
 - Generally, green indicates "Ready to Post" and blue and red indicate "Open" or "Not Complete".
 - Red items would normally need to be completed as part of a period-end process.

Sample account statuses and drilling down to details

The screens in this section are for illustration purposes; they show all possible items that might appear. Normally, much less information will be visible.

For example, the following Account Receivable section would not show the "Batches to Create" lines unless there actually are batches that need to be transferred to the General Ledger.

Accounts Receivable	Invoice Batch Status	Receipt Batch Status	Adjustment Batch Status	Refund Batch Status
	Open	<u>1</u> Open	<u>1</u> Open	<u>1</u> Open
	Ready To Post	<u>2</u> Ready To Post	<u>1</u> Ready To Post	<u>1</u> Ready To Post
General Ledger Batches to Create				
	Invoice Batches	Yes		
	Receipt Batches	Yes		
	Adjustment Batches	Yes		
	Refund Batches	Yes		
	Revaluation Batches	Yes		



- Click on the Open A/R Invoice Batch count to display a list of those items:

The screenshot shows a software window titled "PTDEMO - Accounts Receivable (Invoice Batch Status - Open)". On the left, a navigation pane lists various account statuses under "Accounts Receivable", "Accounts Payable", and "Order Entry". The "Open" status under "Accounts Receivable" is selected. The main window displays a table with the following data:

Batch Number	Batch Date	Description	Number of Entries	Batch Total	Batch Type	Batch Status	Source Application	B.
68	05/07/2020	July Transactions	1	108,250	Entered	Open	AR	N

- Click on the O/E Active Orders Not Complete count to display a list of those items:

The screenshot shows a software window titled "PTDEMO - Order Entry (Active Orders - Not Complete)". On the left, the "Not Complete" status under "Active Orders" in the "Order Entry" section is selected. The main window displays a table with the following data:

Order Number	Order Description	Order Date	Order Type	Customer Number	Bill-To Name	Purchase Order Number
ORD0000000000001	Please ship ASAP	15/01/2019	Active	1200	Mr. Ronald Black	
ORD0000000000002	No backorder plex	15/01/2019	Active	1210	ACME Plumbing	
ORD0000000000003	No backorder	30/06/2020	Active	1105	Bargain Mart - Oa	
ORD0000000000004		01/07/2020	Active	1200	Mr. Ronald Black	
ORD0000000000005		01/07/2020	Active	1200	Mr. Ronald Black	
ORD0000000000006		05/02/2020	Active	1200	Mr. Ronald Black	
ORD0000000000007		05/02/2020	Active	1210	ACME Plumbing	
ORD0000000000008		05/02/2020	Active	1240	The Courtyard	
ORD0000000000009		05/02/2020	Active	1500	Custom Comfort	
ORD0000000000070		05/02/2020	Active	1200	Mr. Ronald Black	