



# FinancialForce Accounting - Conceptual Overview

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SPEAKER

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# Agenda

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## FINANCIALFORCE ACCOUNTING

### Conceptual Overview

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- Chart of Account
- General Ledger Account
- Dimensions in FinancialForce Accounting
- Tax Codes in FinancialForce Accounting
- Tax Rates
- Custom Input forms
- FFA Documents and Status
- Transactions
- List Views



# Chart of Accounts

A collection of general ledger accounts (GLAs), entities and analysis dimensions organized into a reporting structure is known as Chart of Accounts (COA).

COA makes standard reporting available accurately.

The screenshot displays the configuration interface for a Chart of Accounts (COA) in AplyPro. The interface is divided into two main columns. The left column contains the following fields:

- \* Name:** A text input field containing "Expense".
- \* Reporting Code:** A text input field containing "123".
- Type:** A dropdown menu with "Balance Sheet" selected.
- Allow Revaluation:** A checkbox that is currently unchecked.
- Trial Balance 1:** A dropdown menu with "Assets" selected. The dropdown list is open, showing "Assets" as the selected option with a checkmark, and "--None--" as an alternative option.

The right column contains the following fields:

- Localization:** A dropdown menu with "--None--" selected.
- Owner:** A field showing a user profile icon and the name "Karthik Raj".
- GLA Group:** A dropdown menu with "--None--" selected.
- Intercompany Elimination:** A checkbox that is currently unchecked.
- Chart of Accounts Structure:** A search input field with the placeholder text "Search Chart of Accounts Structures..." and a search icon.
- Unrealized Gains/Losses GLA:** A checkbox that is currently unchecked.

Number	Account Description	Account Type	Statement
1010	Cash	Assets	Balance Sheet
1020	Accounts Receivable	Assets	Balance Sheet
1040	Lab Equipment	Assets	Balance Sheet
1050	Insurance	Assets	Balance Sheet
1070	Lab Computers	Assets	Balance Sheet
1090	Real Estate	Assets	Balance Sheet
2010	Account Payable	Liabilities	Balance Sheet
2030	Unearned Rent	Liabilities	Balance Sheet
3010	Jason Lee, Equity	Equity	Balance Sheet
3020	Jason Lee, Withdrawals	Equity	Balance Sheet
4010	Fees Earned	Revenues	Income Statement
5010	Wages	Expenses	Income Statement
5020	Rent	Expenses	Income Statement
5040	Utilities	Expenses	Income Statement

**Assets** are any resources your company owns that provide value to your company. Ex: land, equipment, cash, or intangible things like patents, trademarks & software.

**Liabilities** are a record of all the debts your company owes. Ex: accounts payable, wages, invoices payable.

**Equity** represents what's left of the business after you subtract all your company's liabilities from its assets.

**Revenue** keeps track of any income your business brings in from the sale of goods, services or rent.

**Expense** are all the money and resources you spend in the process of generating revenues, i.e., utilities, wages and rent.

The first digit in the account number refers to which of the five major account categories an individual account belongs to—"1" for Assets, "2" for Liabilities, "3" for Equity, etc.

# General Ledger Account

A General Ledger Account (GLA) is the first element of an accounting code. It holds the Chart of Accounts (COA) and is used to determine a company's financial statements.

General Ledger Accounts are used to represent different categories of income, expenses, assets, liabilities and reserves (share capital and retained profits).

3 types of General Ledger Accounts in FinancialForce:

- Balance Sheet (Assets & Liabilities)
- Profit & Loss (Income & Expenses)
- Retained Earnings





# Dimensions

FFA Dimensions provide a company great flexibility in assembling and reporting financial data.

FFA Dimensions act like multi-dimensional filters.

Dimensions are used in FinancialForce Accounting to report on transactions by segmenting GL accounts.

Common examples include Location, Region, Profit Center, and Department

### Dimensions Example

General Ledger Account	Dimension 1 Location	Dimension 2 Industry / Department
4000 - Sales - Product	Berlin	Government
4100 - Sales - Subscription	London	Healthcare
4200 - Sales - Service	Paris	Retail
1640 - Furniture and fixtures	San Francisco	Sales
6200 - Salaries and wages	San Francisco	R&D
6010 - Office supplies	San Francisco	HR

# Dimensions Example

- In this example, they have combined industry and department.

*Industry is always only used for revenue accounts and department for expense accounts.*

- Dimensions are easy to set up with a username and reporting code. You can number them or use a number as a prefix.
- The dimensions can be renamed, or you can change the label.

General Ledger Account	Dimension 1	Dimension 2
	Location	Department
4000 - Sales - Product	Berlin	Government
4100 - Sales - Subscription	London	Healthcare
4200 - Sales - Service	Paris	Retail
1640 - Furniture - Fixtures	San Francisco	Sales
6200 - Salaries - Wages	San Francisco	R & D
6010 - Office Supplies	San Francisco	HR

# Tax Codes and Rates

You must create a separate tax code for each different type of tax you want to record. The tax codes you need to set up will depend on your country's legislation and how you and your customers are registered for tax purposes.

## Tax Rates

The Tax Rates related list lets you set new tax rates for each tax code.

## Example tax rates

Start Date	Rate
05/20/2011	5.000%
10/01/2010	4.500%
01/31/2010	4.750%



# Tax Codes and Rates (contd.)

## Tax Types

- ❑ FFA supports 3 types of tax rate.

*Note: The tax code depends on your country's laws and regulations and how you and your customers are registered for tax purposes.*



### Goods and Services Tax (GST)

Levied on most goods and services sold for domestic consumption.

### Sales and Use Tax (SUT)

A consumable tax placed on retail and sales, leases, or rentals of most goods and any taxable services required in the location.

### Value Added Tax (VAT)

A consumption tax added to a product's sales price. It represents a tax on the value added to the product throughout its production process

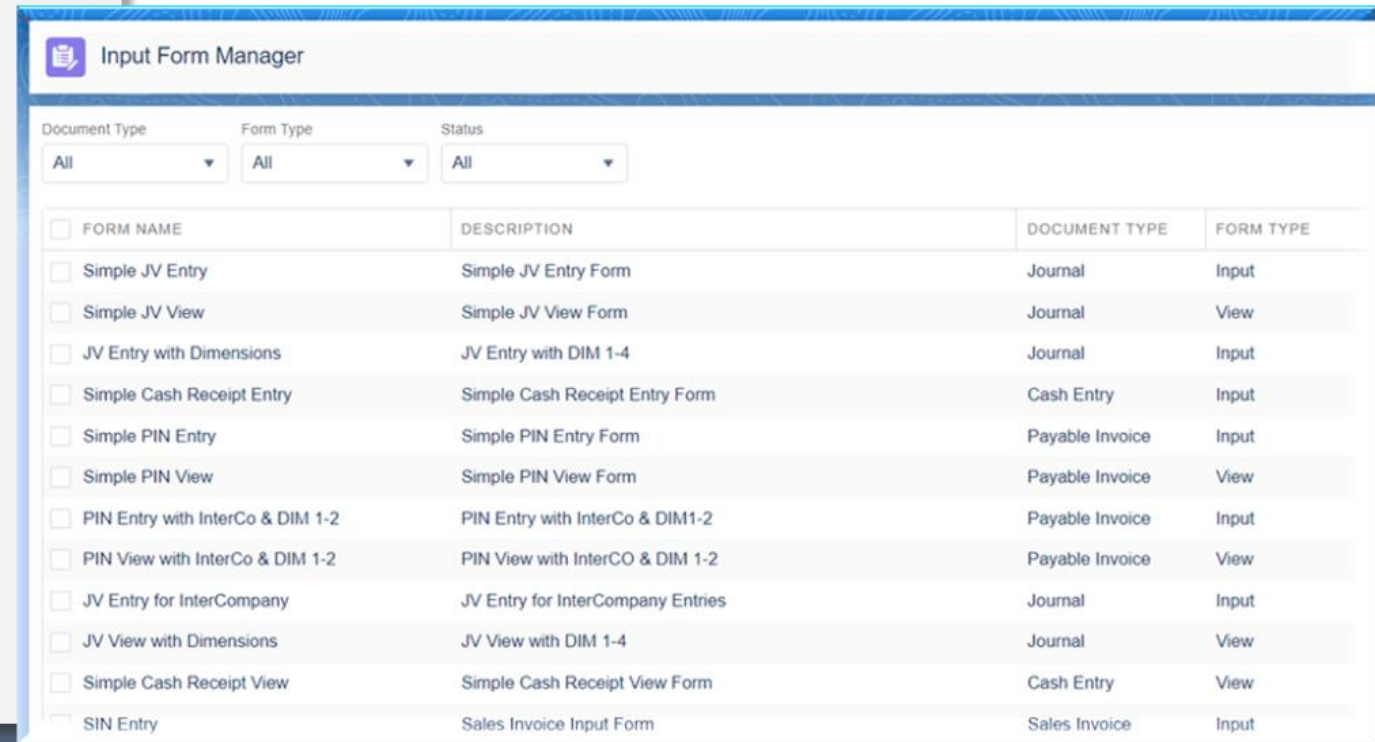
# Custom Input Forms

You can use the Input Form Manager to create custom input forms for

- ✓ Creating
- ✓ Editing
- ✓ Viewing documents

The Input Form Manager in FinancialForce Accounting allows you to create and customize input forms for data entry in the system. This feature makes it easier to collect and manage financial data by streamlining the process of entering information into the system.

With Input Form Manager, you can create custom fields and layouts, set up validation rules, and control the visibility of fields based on user roles or permissions.



FORM NAME	DESCRIPTION	DOCUMENT TYPE	FORM TYPE
<input type="checkbox"/> Simple JV Entry	Simple JV Entry Form	Journal	Input
<input type="checkbox"/> Simple JV View	Simple JV View Form	Journal	View
<input type="checkbox"/> JV Entry with Dimensions	JV Entry with DIM 1-4	Journal	Input
<input type="checkbox"/> Simple Cash Receipt Entry	Simple Cash Receipt Entry Form	Cash Entry	Input
<input type="checkbox"/> Simple PIN Entry	Simple PIN Entry Form	Payable Invoice	Input
<input type="checkbox"/> Simple PIN View	Simple PIN View Form	Payable Invoice	View
<input type="checkbox"/> PIN Entry with InterCo & DIM 1-2	PIN Entry with InterCo & DIM1-2	Payable Invoice	Input
<input type="checkbox"/> PIN View with InterCo & DIM 1-2	PIN View with InterCO & DIM 1-2	Payable Invoice	View
<input type="checkbox"/> JV Entry for InterCompany	JV Entry for InterCompany Entries	Journal	Input
<input type="checkbox"/> JV View with Dimensions	JV View with DIM 1-4	Journal	View
<input type="checkbox"/> Simple Cash Receipt View	Simple Cash Receipt View Form	Cash Entry	View
<input type="checkbox"/> SIN Entry	Sales Invoice Input Form	Sales Invoice	Input

# Custom Input Forms

Default custom input forms are provided for six document types

## Payable Invoice

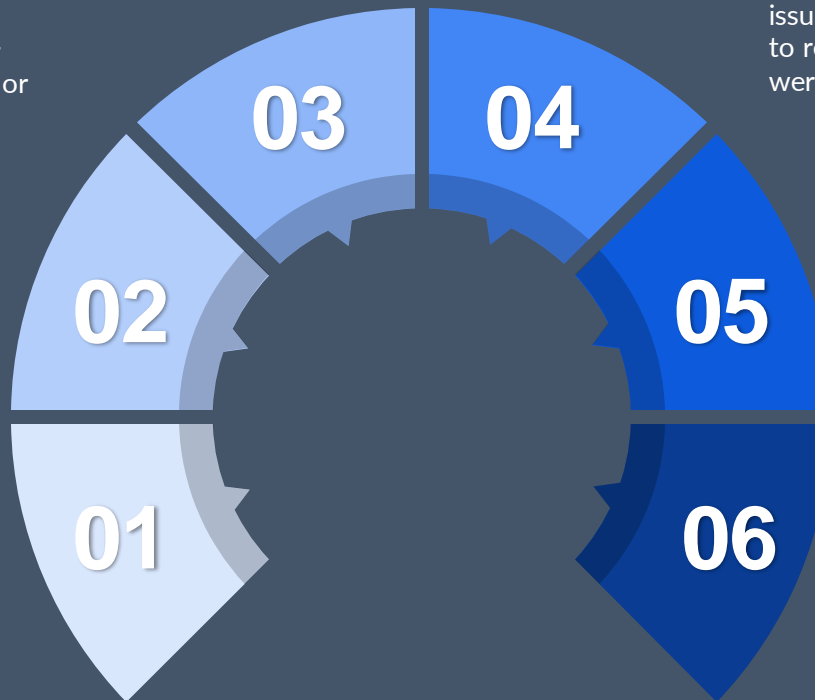
- Payable invoices are documents that businesses receive from their vendors or suppliers, requesting payment for goods or services received.

## Sales Credit Note

- It is used to adjust or cancel a previously issued sales invoice, allowing you to issue credit notes to customers for returns or adjustments.
- It includes fields for customer information, item description, quantity, price, and tax information.

## Sales Invoice

- A default custom input form that allows you to create and send invoices to customers.
- It includes fields for customer information, item description, quantity, price, and any applicable taxes or discounts.



## Payable Credit Note

- Typically, a type of financial document that is issued by a supplier or vendor to a customer to request a credit for goods or services that were previously billed.

## Journal

- A journal entry is a record of a financial transaction that shows the debit and credit amounts involved in the transaction.

## Cash Entry

- A cash entry is a type of journal entry that records a cash transaction, such as a deposit or withdrawal from a bank account.
- It typically includes information such as the date, amount, account name or number, and any relevant notes or descriptions.

# FFA Document Status



## In Progress

which shows that the invoice has not been posted and you can continue to make changes to it.



## Discarded

is a status that can be used to Discard "In Progress" documents.



## Complete

shows that the invoices are complete and posted to the general ledger.

*Once posted, transaction information cannot be changed.*

## Document Status

### Each FFA document

Sales Invoice  
Sales Credit Note  
Payable Invoice  
Payable Credit Note  
Cash Entry  
Payment  
Journal



# Transactions

Transactions are created when any document is posted to the General Ledger.

*Some documents are posted manually by users, but other types of document, such as cash matching journals, are posted automatically.*

Transactions > TRN000607

## Transaction Line Items

5 items • Updated a few seconds ago

New



	Line ID	General Ledger Account	Account	Product	Dimension 1	Dimension 2	Dimension 3	Home Value	
1	31112	1200 - Accounts Receivable	Prestige Worldwide		San Francisco	Consumer	Sales	89 600,00	▼
2	31113	4000 - Sales - Product	Prestige Worldwide	Networking Equipment				-80 000,00	▼
3	31114	2195 - Sales tax payable	Prestige Worldwide					-2 800,00	▼
4	31115	2195 - Sales tax payable	Prestige Worldwide					-200,00	▼
5	31116	2195 - Sales tax payable	Prestige Worldwide					-6 600,00	▼



# Transactions

A transaction generated from a document comprises a transaction header and multiple transaction line items.

There are three types:

- ▶ **Account**  
Identifies the Customer or Vendor Account.
- ▶ **Analysis**  
Identifies the Product or Services.
- ▶ **Tax**  
Summarizes the Tax by each Tax Code that is specified on the originating Invoice or Credit Note.

A transaction line item can be in one of the following match statuses:

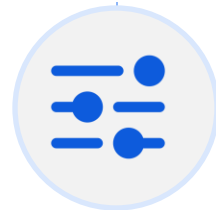
- ▶ **Available**  
Line is available for matching.
- ▶ **Matched**  
Line has been matched.
- ▶ **Non-Matchable**  
Line is unsuitable for matching, such as a Tax Line.
- ▶ **Proposed**  
Line has been included in a Payment proposal and not available for Manual Matching or to be included in another Payment run.

# List View

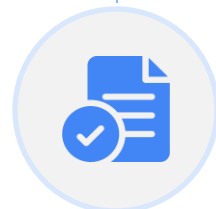
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List view in FinancialForce specifies a set of records for an object, based on specific criteria.



From this page, you can view detailed document information and access other related information. You can create a list view and use a filter to find the information you are seeking.



You can use a list view with many document types.  
*For example, you can use a list view to search for invoices that have not been posted.*

# List View

List view of Chart Of Accounts.pdf Close ... 🗨️

4/13/23, 11:17 PM Corporate Accounts ~ Salesforce - Enterprise Edition

**Corporate Accounts** Number of records  ▼

Displaying records 1 - 186

Name	Type	Reporting Code	Trial Balance 1	Trial Balance 2	Trial Balance 3
1010 - Cash in bank- CAD	Balance Sheet	1010	Assets	Current Assets	Bank and Cash
1015 - Cash in bank-EUR	Balance Sheet	1015	Assets	Current Assets	Bank and Cash
1016 - Cash in bank-EUR	Balance Sheet	1016	Assets	Current Assets	Bank and Cash
1020 - Cash in bank- USD	Balance Sheet	1020	Assets	Current Assets	Bank and Cash
1025 - Cash in bank- GBP	Balance Sheet	1025	Assets	Current Assets	Bank and Cash
1027 - Cash in bank- AUD	Balance Sheet	1027	Assets	Current Assets	Bank and Cash
1030 - Money market mutual funds	Balance Sheet	1030	Assets	Current Assets	Bank and Cash
1040 - Petty cash	Balance Sheet	1040	Assets	Current Assets	Bank and Cash
1050 - Time deposits	Balance Sheet	1050	Assets	Current Assets	Bank and Cash
1055 - Time deposits-GBP	Balance Sheet	1055	Assets	Current Assets	Bank and Cash

1 of 6 🔍 🔍 🔍

# Contact Us

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[Linkedin.com/company/ablypro](https://www.linkedin.com/company/ablypro)