Account Reconciler
10.0

An application for Microsoft Dynamics® GP 10.0

Furthering your success through innovative business solutions
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<thead>
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</thead>
<tbody>
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</tr>
<tr>
<td><strong>Publication Date</strong></td>
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Introduction

Welcome to Account Reconciler, a powerful companion product to Microsoft Dynamics GP Financial Series. Account Reconciler is also compatible with Encore’s Auto Reconciler module.

Account Reconciler allows users to reconcile their bank statements—including multicurrency transactions—using the transactions that are posted to the checkbook’s general ledger account.

The Account Reconciler module reads the Microsoft Dynamics GP General Ledger year-to-date transaction open file to reconcile transaction information. The Redisplay process in the Account Reconciler window transfers all transactions that have not been updated since the last reconciliation into the Account Reconciler window and flags these general ledger transactions. We recommend that you update transactions to the Account Reconciler window prior to closing the fiscal year.

Features and Benefits

Account Reconciler provides the following features and benefits:

- Reconciles checkbooks in their originating or functional currency
- Uses the General Ledger account number associated with the checkbook for its source of data
- Zooms to the transaction origins in the General Ledger and in other modules where cash transactions are recorded from the Account Reconciler window
- Prints multiple reports at any time to assist in the reconciliation process
- Allows you to select a currency and display the appropriate currency symbol with the amounts
- Allows you to select a Microsoft Dynamics GP checkbook, identify the originating currency and translate that currency into
the functional checkbook currency (this must be determined at setup)

Account Reconciler supports only one currency per originating currency checkbook.

Account Reconciler and Auto Reconciler are separate products but both are included in one dictionary. You will need two separate registration keys, one to register Account Reconciler and one to register Auto Reconciler.

What’s In This Manual?

This manual contains a detailed description of Account Reconciler and step-by-step instructions to guide you through the installation and setup of your Account Reconciler module. As well, this manual contains instructions for first-time users, instructions for reconciling Account Reconciler periodically or at year-end, and a Reset Utility section explaining how to reset transactions using the Account Reconciler Reset Utility.

This manual assumes that you are familiar with navigation principles in Microsoft Dynamics GP and that you know how to operate the Microsoft Dynamics GP accounting system. It also assumes that Microsoft Dynamics GP 10.0 has been installed and configured on your computer.

This manual contains the following chapters:

The Introduction chapter lists the benefits and features of Account Reconciler.

The Installation & Setup chapter has step-by-step instructions that guide you through the installation and setup of your Account Reconciler module.

The Getting Started chapter explains how to set up Account Reconciler for either a new or existing installation.
Reconciling Account Reconciler describes the steps necessary to reconcile monthly or periodic reconciliations, year-end procedures, and provides a list of available reports.

The Reset Utilities chapter explains how to update from history and how to reset transactions using the Account Reconciler Reset Utility.
Symbols and conventions

This manual uses the following symbols and conventions to make information stand out.

<table>
<thead>
<tr>
<th>Symbol/Convention</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>!</td>
<td>The warning symbol indicates situations you should be especially aware of when completing tasks. Typically, this symbol includes cautions about performing steps in their proper order, or important reminders about how other information in Microsoft Dynamics GP may be affected.</td>
</tr>
<tr>
<td>![Light Bulb]</td>
<td>The light bulb symbol indicates helpful tips, shortcuts and suggestions.</td>
</tr>
<tr>
<td>File &gt;&gt; Print</td>
<td>The ( &gt;&gt; ) symbol indicates selections to make from a menu. In this example, from the File menu, choose Print.</td>
</tr>
</tbody>
</table>

Additional resources

Documentation is provided in online or hard copy format as an Adobe Acrobat .PDF file. Online help is available for this version of Account Reconciler.

To obtain product support services:

Please refer to this quick reference table when you need to use Encore’s Technical Support services.

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Calls</td>
<td>(204) 989-4330</td>
</tr>
<tr>
<td>Support Contacts</td>
<td>(888) 898-4330</td>
</tr>
<tr>
<td>(North America only)</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td>(204) 235-2331</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:support@encorebusiness.com">support@encorebusiness.com</a></td>
</tr>
<tr>
<td>Web</td>
<td><a href="http://www.encorebusiness.com">www.encorebusiness.com</a></td>
</tr>
</tbody>
</table>
Before You Call Support
You should have the answers for all of the following questions to help your support specialist quickly narrow down the source of the problem you are experiencing.

- What is the exact error message?
- When did the error first occur?
- What task were you attempting to perform at the time you received the error message?
- Has the task been completed successfully in the past?
- What is the name of the window you are working in?
- What have you done so far to attempt to fix the problem?
- Have you performed any of the table maintenance procedures such as check links?
- If have performed table maintenance procedures and received error messages, what kind of messages?
- Does the problem occur in another company?
- Does the problem occur on another workstation?
- Does the problem occur for more than one user?
- Have you imported any data?
- What versions of software are you using?

Verify the version numbers for Microsoft Dynamics GP, your database software, Encore product and Windows. Also note service packs.

To locate the version number for Account Reconciler in version 10.0 go to Microsoft Dynamics GP Menu >> Tools >> Setup >> System >>
INTRODUCTION

Encore Product Registration. The About window can be located by selecting Account Reconciler and expanding the window. The About window link is located in the bottom left hand corner of the window.

To locate the version number for Multicurrency Bank Reconciliation in version 8.0 and 9.0 go to Tools >> Setup >> System >> Encore Product Registration. The About window can be located by selecting Multicurrency Bank Reconciliation and expanding the window. The About window link is located in the bottom left hand corner of the window.

To locate the version number for Multicurrency Bank Reconciliation in version 7.0 and 7.5 the About window may be accessed from the Multicurrency Bank Reconciliation palette.
Installation and Setup

This chapter describes how to install and set up Account Reconciler.

This chapter contains the following sections:

- Installing Account Reconciler
- Upgrading from previous versions
- Registering Account Reconciler
- File Maintenance

Installing Account Reconciler

You will use the installation program to install Account Reconciler.

Before you begin the installation, do the following:

- Note the directory location of your Microsoft Dynamics GP installation. You will need this information during the installation.
- Verify that the AR10.00.01.xxx.exe file has been loaded on to your computer. (The x’s in the file name will be replaced with numbers.)
- Create a backup of your Microsoft Dynamics GP data before installing Account Reconciler.
- Exit all applications.

To install Account Reconciler:

1. Open Windows Explorer and locate the AR10.00.01.xxx.exe file. The location of this file will vary depending on how you acquired the application. (The x’s in the file name will be replaced with numbers.)

2. Launch the AR10.00.01.xxx.exe file by double-clicking it. The installation program for Account Reconciler will start. (The x’s in the file name will be replaced with numbers.)
3. Follow the instructions in each window.

4. Start Microsoft Dynamics GP. You will receive the following message box.

![Dexterity Runtime](image)

5. Select Yes. The Account Reconciler and Encore Product Registration modules will be included in the Dynamics.set file.

**Upgrading from previous versions**

To upgrade from a previous version, you will need to obtain a new registration key. Call Encore Business Solutions Inc. toll-free at (888) 898-4330 (North America only) to obtain the new registration key.

To upgrade from any prior version, you must update tables using the file maintenance process as described in **File Maintenance** on page 18.

💡 **We recommend that you always back up your data files before upgrading.**

**Registering Account Reconciler**

Before you can use Account Reconciler with your company data, you must register your software. To register your software you can enter the product registration key or use the drop file provided to you by Encore. If you choose not to enter the registration keys, you will only be able to create sample transactions using Fabrikam Inc - the lesson company.
Account Reconciler and Auto Reconciler are separate products but both are included in one dictionary. You need separate registration keys to register both Account Reconciler and Auto Reconciler.

To register your product using registration keys:

1. Open the Encore Product Registration window.
   (Microsoft Dynamics GP Menu >> Tools >> Setup >> System >> Encore Product Registration)

2. Highlight the product you wish to register.

3. Choose the show details expansion button to display the detailed view of the registration window.
4. Copy and paste or manually enter the product registration key provided by Encore for the product that you have purchased. If manually entering the key ignore the section breaks. Select OK.

5. To view product specific information such as the version number click on the About zoom field to open the About window.

6. Select OK to close the Encore Product Registration window.

**To register your product using a drop file:**

1. Copy or save the drop file to the directory location for your Microsoft Dynamics GP.
   For Example: C:\ Microsoft Dynamics GP\

2. Log in to Microsoft Dynamics GP as system administrator.

3. The system will notify you that it has found a registration file, accept the prompt so the drop key gets applied.

4. The system will notify you when the product has been registered.
5. Open the Encore Product Registration window and select your product to verify that it is registered.
(Microsoft Dynamics GP Menu >> Tools >> Setup >> System >> Encore Product Registration)

**File Maintenance**

The File Maintenance window is used to create and/or update all the necessary components to use this product. After you’ve installed and registered the product, you must run the file maintenance process to evaluate all resources and upgrade them to the latest version as necessary.

💡 You must log in as System Administrator to access the File Maintenance window.

**To create tables:**

1. Open the File Maintenance window.
(Microsoft Dynamics GP Menu >> Maintenance >> Encore Reconciler >> File Maintenance)

2. Ensure the Create / Update Tables box is marked.

3. Select the Process button. Tables will be created, permissions and any existing data will be set. The SQL Server components for Account Reconciler will be created.

4. The Synchronize Account Number option provides the ability to update the GL account information to reflect changes made to the Microsoft Dynamics GP GL account framework. Use it when:
• Account Reconciler has been upgraded from a version prior to version 10.0.
• Changes have been made to the account framework, such as adding or deleting segments to the account numbers or changing the existing account numbers.

Every time you install Account Reconciler, you must run the file maintenance process for each company.
Getting Started

This chapter describes how to set up Account Reconciler to reconcile your bank data with your bank statement information.

- Setting up initial checkbook information
- Setting up Account Reconciler

Setting up initial checkbook information

For either an existing or a new installation, you must set up the checkbook information before setting up Account Reconciler.

To set up initial bank information:
1. Open the Bank Statement Entry window. 
   (Microsoft Dynamics GP Menu >> Tools >> Setup >> Financial >> Encore Reconciler >> Checkbook Statement Entry) 
   or 
   (Transactions >> Financial >> Encore Reconciler >> Checkbook Statement Entry)

2. Setup the posting options in the Microsoft Dynamics GP Account Maintenance window. 
   (Cards >> Financial >> Accounts)
The Account Reconciler module transfers data from the Year-to-Date Transaction Open file (GL20000) to the Account Reconciler files. It is recommended that posting options be set to post in detail from the Purchasing Series and to post in summary from the Sales Series. This will allow easy matching of checks and deposits.

3. Enter or select the checkbook ID that you wish to reconcile.

4. Verify that the selection in the Currency ID field is appropriate for the check book you will be reconciling. If not, select the appropriate currency.

5. If the checkbook transaction amounts are different than the company’s functional currency, do the following:
   - Mark the Multicurrency option. If this option is selected, only transactions in the originating currency will be calculated as part of the book balance.
   - Select the year you want to reconcile.
   - Select the period you want to reconcile.

6. The Bank Stmt Date will default as the system date. Change this date to be the cut-off date for the period to be reconciled - this does not have to be an end-of-month date. However, if the multicurrency option is selected, the Bank Stmt Date must be equal to the ending date of the period selected in order to access all transactions up to that date.
7. Select Save to save the changes for that bank checkbook. Repeat the above steps to set up other checkbook ID’s.

Setting up Account Reconciler

There are two procedures for setting up Account Reconciler. The procedure you use depends on whether or not your installation is a new installation or an upgrade from an existing installation. Identify which of the following situations applies to you and complete the applicable procedures.

- **To set up Account Reconciler for a new installation:**
  —OR—
- **To set up Account Reconciler for an existing installation:**
To set up Account Reconciler for a new installation:

1. Set up the checkbook information in the Checkbook Statement Entry window (refer to Setting up initial checkbook information on page 22).

2. Choose the Transactions button to open the Account Reconciler window.
3. When you open the window for the first time select Redisplay to display your transactions.

4. To make any adjustments open the Account Adjustments window by selecting the Adjustments expansion icon.  

   The adjustments made in this window will not be posted.

5. Enter all of your outstanding checks (using a minus sign) and outstanding deposits from prior to your reconciliation in the Adjusting Entries window.

6. Select OK, changes will be automatically saved.
To set up Account Reconciler for an existing installation:

1. After you set up the checkbook information in the Checkbook Statement Entry window (refer to the section Setting up initial checkbook information on page 22).

2. Choose the Transactions button to open the Account Reconciler window or go to (Transactions >> Financial >> Encore Reconciler >> Checkbook Statement Entry)
3. Choose the Redisplay button to transfer all new transactions from your general ledger to the Account Reconciler module for the selected checkbook.
4. Once the update process is complete, the Account Reconciler window will display all General Ledger work file transactions relating to the checkbook. In order to eliminate references to transactions dated prior to your reconciliation start date, you can do one of the following:

- Mark the C (Cleared) check boxes to manually clear the items.

—OR—

- Reset the checkbook to the beginning date of your reconciliation period. (See the Utilities chapter of this manual for instructions The Account Reconciler Reset Utility on page 40.) If you opt to Reset, you must also rerun the redisplay process in the Account Reconciler window to transfer only general ledger transactions with dates equal or greater than the Reset date.

Resetting the checkbook can have an adverse effect on the outcome and balances of future reconciliation sessions. Do not use this option unless you are familiar with file maintenance and account reconciliation procedures.
5. Choose the Adjustments expansion icon and enter all of your outstanding checks (using a minus sign) and deposits from your prior reconciliation in the Account Adjustments window. This would only include amounts that have not been entered in the General Ledger.

![Account Adjustments Window]

*The adjustments made in this window will not be posted.*

6. Select OK, changes will be automatically saved.
Reconciling your bank accounts

This chapter describes how to use Account Reconciler to reconcile your bank account with your bank statement information. It includes the following sections:

- Monthly or periodic reconciliations
- Reports

Monthly or periodic reconciliations

The following procedure describes how to reconcile your bank statement on a monthly or periodic basis using Account Reconciler.

To setup the checkbook ID for reconciling bank accounts:

1. Open the Checkbook Statement Entry window.
   (Microsoft Dynamics GP Menu >> Tools >> Setup >> Financial >> Encore Reconciler >> Checkbook Statement Entry)
   or
   (Transactions >> Financial >> Encore Reconciler >> Checkbook Statement Entry)

2. Enter or select the checkbook ID that you want to reconcile.
3. Change the Bank Stmt Date to be the cut-off date for the statement to be reconciled - this does not have to be an end-of-month date. However, if the multicurrency option is selected, the bank statement date must be equal to the ending date of the period selected in order to access all transactions to that date.

4. Enter the bank statement amount for the period or month to be reconciled.

5. Select Save to save the changes for that bank checkbook.
To reconcile bank accounts:

1. Open the Account Reconciler window.
   (Transactions >> Financial >> Encore Reconciler >> Account Reconciler)

2. Select or enter the checkbook ID that you want to reconcile. It will reflect the changes made in the Checkbook Statement Entry window.

   **When you open the window for the first time select Redisplay to display your transactions.**

3. To filter your transactions to be more manageable you can make selections for the following ranges:
   - Date
   - Source Doc.
   - Journal ID
   - Document No.

4. Zoom to an original transaction by selecting a transaction and then selecting the menu available for either the Document Number or Jrnl No.
5. Change the sort order of the transactions by selecting sort from the Jrnl No or Document Number menu. (Optional)

—OR—

You can change the sort order of the transactions by clicking on the column headers for; Date, Source, Currency ID or Amount.

6. If an item is listed on the bank statement and in the Account Reconciler module, mark the item as cleared.

To mark individual items as cleared:

- Mark the C check box next to the item.

—OR—

- Enter a range using either document number, source doc or journal ID. Select Filter.

- Choose Mark All to mark the selected range or mark the C check box next to each of the items.

To mark all items as cleared:

- Select the Mark All button.

7. To view only unmarked transactions, select the Hide Cleared Transactions feature from the scrolling window toolbar All Trxs menu. Selecting the Show Cleared Transactions will redisplay all the unreconciled transactions into the scrolling window.

*The hide / show feature will only work when transactions that are marked have been previously saved.*
8. Choose the Adjustments expansion icon, and enter any adjusting entries that appear on your bank statement but are not listed in the Account Reconciler window. For example, opening balance, service charges, earned interest, etc.

![Warning] Information entered in this screen is static; these entries will not update your checkbook or the Microsoft Dynamics GP General Ledger. To update the GL you must create journal entries.

![Tip] You can delete transactions in the Account Adjustments window by pressing the DELETE key as you tab through the fields and or you may select Edit >> Delete Row from the Microsoft Dynamics GP menu bar.

9. To print the information on this window in a report select one of the report options from the print menu. Refer to Reports on page 38 for a list of all the available reports.

![Warning] Print all necessary reports prior to reconciling. Once the transactions have been reconciled they are no longer available for the reports.

10. When the difference between the checkbook and bank statement balance equals zero, you may choose Reconcile to reconcile all “marked” transactions.

—OR—

Use the following table to see other options you have when completing a session or for use during a reconciliation.

<table>
<thead>
<tr>
<th>To...</th>
<th>Do This...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Save the current session for future use...</td>
<td>Choose Save</td>
</tr>
<tr>
<td>Clear all “marked” transactions since the last reconciliation</td>
<td>Choose Unmark All</td>
</tr>
</tbody>
</table>
Transfer all new transactions from your general ledger to the Account Reconciler module for the selected checkbook.

Choose Redisplay (If the screen comes up blank, it may be because the redisplay button was not clicked or because the wrong bank statement date was entered.)

11. Select Save to save changes.
Reports

1. Open the Account Reconciler window and select a checkbook ID. (Transactions >> Financial >> Encore Reconciler >> Account Reconciler).

2. Select the Print icon on the Account Reconciler window.

3. Select one of the following reports from the print icon menu:

   - **Detail Report** - provides a report of the checkbook reconciliation in detail. (details deposits in transit, outstanding checks, etc.)

   - **Summary Report** - provides a summary report of the checkbook reconciliation. (deposits in transit, outstanding checks, etc.)

   - **Adjustment Report** - provides a report of all of the adjusting entries.

   - **Deposits in Transit Report** - provides a report of all of the deposits in transit.

   - **Outstanding Checks Report** - provides a report of all of the outstanding checks.

   - **Deposits and Disbursements Report** - lists all the deposits and disbursements for a selected date range. (The starting date for this report is entered on the Deposits/Disbursements Report window which opens when you click on Deposits and Disbursements Report.)

   - **Reconciled Report** - provides a report of all the transactions that have been marked as cleared.
Reset Utility

This chapter describes how to use Account Reconciler to reset your current and historical transactions with your bank statement information so they can be reconciled. It includes the following sections:

- The Account Reconciler Reset Utility

The Account Reconciler Reset Utility

Occasionally it may be necessary to reset the flag for transactions in the General Ledger file by using the Account Reconciler Reset utility. For example, you would need to do this if you had been running Microsoft Dynamics GP for a period of time but are just going to start using Account Reconciler as of your current open period. Resetting your bank reconciliation file ensures that only current transactions appear in the Account Reconciler window.

This feature should be used with caution. If not utilized correctly, there could be an adverse effect on the outcome and balances of future reconciliation sessions. If you are not knowledgeable about bank reconciliation procedures, contact Encore’s Support Team at (888) 898-4330 (North America only) or support@encorebusiness.com.
To use the Account Reconciler Reset:
Before using the Account Reconciler Reset, be sure to back up your data. Also be sure that you have the Deposits in Transit and Outstanding Checks report from your last successful reconciliation.

1. From the Home Navigation Pane select the Shortcut option and do a right click. In the menu highlight the ADD selection and scroll over to Add Window.

2. When the “Add Window Shortcut” window opens highlight and click on Account Reconciler.
3. Click on Financial to expand the menu.

4. Highlight Account Reconciler Reset.

5. Choose Add. An Account Reconciler Reset window shortcut will be added to your Microsoft Dynamics GP shortcut menu.
6. Select Done.

7. From the shortcut menu, select the Account Reconciler Reset shortcut. The Account Reconciler Reset window will open.

![Account Reconciler Reset Window]

- **Warning:** This feature should be used with caution. If not utilized correctly, there could be an adverse effect on the outcome and balances of future reconciliation sessions. If you are not knowledgeable about bank reconciliation procedures, contact Encore’s Support Team at (888) 898-4330 (North America only) or support@encorebusiness.com.

8. Enter or select the checkbook ID of the account you wish to reset transactions for. Verify that the account number corresponds with the selected checkbook ID.

- **Tip:** If the checkbook is a multicurrency checkbook, open the Checkbook Statement Entry window (Microsoft Dynamics GP Menu >> Tools >> Setup >> Financial >> Encore Reconciler >> Checkbook Statement Entry) and ensure that the Multicurrency option is marked.


- **Tip:** The history option is only used when you want to pull in specific transactions from a previously closed historical year.

10. Accept the default of All or enter the date or date range for the range of transactions you want to reset. (Optional)
11. Accept the default of All or enter a range for the journal numbers you want to reset. (Optional)

12. Choose Preview to view the specified transaction or range of transactions.

13. Verify that the transactions are the ones that you want to reset.

   *If there are transactions that you do not want to reset, highlight the transaction and then select the delete row icon to delete it from the scrolling window.*

14. Choose Reset - resets all the current selected transactions into the Account Reconciler window. The status for the reset transactions will be reset so that they can be reconciled again.

   —OR—

   Choose Pull GL - resets all the selected historical transactions that need to be reconciled.

   —OR—

   Choose Clear - selecting clear will clear or reconcile the selected transactions that should not be available in Account Reconciler. These transactions will not be able to be reconciled again.

   *The Clear feature can also be used to remove historical transactions that were previously reconciled.*

15. To view the transactions that you selected to be reset, open the Account Reconciler window and choose the Redisplay button. All the reset transactions from your general ledger will be transferred into the Account Reconciler module for the selected checkbook.
Appendix A: Data tables

The following chart lists data tables created in Account Reconciler.

**Financial Series**

<table>
<thead>
<tr>
<th>Display Name</th>
<th>Technical Name</th>
<th>Physical Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Reconciler Checkbook Statements</td>
<td>Bank_Rec_Statement</td>
<td>BS2001</td>
<td>Account Reconciler Checkbook Statements</td>
</tr>
<tr>
<td>Account Reconciler Transaction Work</td>
<td>Bank_Rec</td>
<td>BS2002</td>
<td>Account Reconciler Transaction Work</td>
</tr>
<tr>
<td>Account Reconciler Adjustments</td>
<td>A_Bankrec_Adj</td>
<td>BS2006</td>
<td>Account Reconciler Adjustments</td>
</tr>
<tr>
<td>Account Reconciler Transaction Temp</td>
<td>A_Bankrec_Temp</td>
<td>TEMP</td>
<td>For report use only</td>
</tr>
<tr>
<td>Account Reconciler Detail Report Temp</td>
<td>AC_Detail_Report_Temp</td>
<td>TEMP</td>
<td>For report use only</td>
</tr>
</tbody>
</table>
### What’s New in Account Reconciler for 10.0

For the version 10.0 release of Multicurrency Bank Reconciliation has been given a new name. As of version 10.0 Multicurrency Bank Reconciliation will now be called Account Reconciler. The new name is a more defining name for this product.

To go along with the new product name there has been changes to the window naming and the menu naming. The following chart provides details of the menu and window changes:

<table>
<thead>
<tr>
<th>Window</th>
<th>9.0</th>
<th>10.0</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>File Maintenance</strong></td>
<td>File &gt;&gt; Maintenance &gt;&gt; Encore Bank Reconciliation &gt;&gt; File Maintenance</td>
<td>File &gt;&gt; Maintenance &gt;&gt; Encore Reconciler &gt;&gt; File Maintenance</td>
</tr>
<tr>
<td><strong>Account Reconciler</strong> (previously Multicurrency Bank Reconciliation)</td>
<td>Transactions &gt;&gt; Financial &gt;&gt; Encore Bank Reconciliation &gt;&gt; Multicurrency Bank Reconciliation</td>
<td>Transactions &gt;&gt; Financial &gt;&gt; Encore Reconciler &gt;&gt; Account Reconciler</td>
</tr>
<tr>
<td><strong>Account Adjustments</strong> (previously Bank Reconciliation Adjusting Entries)</td>
<td>Transactions &gt;&gt; Financial &gt;&gt; Encore Bank Reconciliation &gt;&gt; Multicurrency Bank Reconciliation &gt;&gt; Adjustment expansion button</td>
<td>Transactions &gt;&gt; Financial &gt;&gt; Encore Reconciler &gt;&gt; Account Reconciler &gt;&gt; Adjustment expansion button</td>
</tr>
</tbody>
</table>

### New Encore Products

#### Inventory I/O Control

Inventory I/O Control developed by Encore Business Solutions Inc is an enhancement to the Microsoft Dynamics GP Bill of Materials module. Inventory I/O Control provides the ability to track assembly items and define their associated secondary or output items. Using Inventory I/O Control provides you with the ability to accurately post adjustments to inventory. For more information, contact your partner or visit the Encore website.
What’s New in Multicurrency Bank Reconciliation for 9.0

For version 9.0 release of Multicurrency Bank Reconciliation we’ve redesigned the window and the functionality to improve the user experience and to revitalize the product.

We also made a slight modification to the naming of the menus and windows. However a new name has been established for Bank Reconciliation. As of this release Bank Reconciliation will now be called Auto Reconciler. The new name provides a better, more defining name for the product. The following chart provides details of the menu and window changes:

<table>
<thead>
<tr>
<th>Window</th>
<th>8.0 and before</th>
<th>9.0 (new)</th>
</tr>
</thead>
<tbody>
<tr>
<td>File Maintenance (previously Table Conversion)</td>
<td>File &gt;&gt; Maintenance &gt;&gt; Encore Bank Reconciliation &gt;&gt; Table Conversion</td>
<td>File &gt;&gt; Maintenance &gt;&gt; Encore Bank Reconciliation &gt;&gt; File Maintenance</td>
</tr>
<tr>
<td>Auto Reconciler Checkbook Setup (previously Link to Chequebook Maintenance)</td>
<td>Tools &gt;&gt; Setup &gt;&gt; Encore Bank Reconciliation &gt;&gt; Link to Chequebook</td>
<td>Tools &gt;&gt; Setup &gt;&gt; Financial &gt;&gt; Encore Bank Reconciliation &gt;&gt; Auto Reconciler Checkbook Setup</td>
</tr>
<tr>
<td>Multicurrency Bank Reconciliation (previously Bank Reconciliation Utility)</td>
<td>Transactions &gt;&gt; Financial &gt;&gt; Encore Multicurrency Bank Reconciliation &gt;&gt; Transaction button</td>
<td>Transactions &gt;&gt; Financial &gt;&gt; Encore Bank Reconciliation &gt;&gt; Multicurrency Bank Reconciliation</td>
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</tbody>
</table>
**Multicurrency Bank Reconciliation**

The Multicurrency Bank Reconciliation window has been redesigned and functionality has been enhanced.

- The Multicurrency Bank Reconciliation window has been changed so that it can be opened as a stand alone window as well as being accessed through the Bank Statement Entry window. See the above chart for Microsoft Dynamics GP menu paths.
- The look of the window has been changed to follow Microsoft Dynamics GP standards making it easier for Microsoft Dynamics GP users to utilize.
- The Update button has been renamed to Redisplay and moved to the window header.
- The filter functionality has been enhanced to improve searching using dates, Source Doc., Journal ID or Document numbers criteria.
  - The range functionality now has to and from fields.
  - The ranges for Source Doc. and Journal ID options have look up windows.
- Print options that were previously on the Extras menu are now available through a menu from the print icon.
- The Journal No and Document Number scrolling window headers have been given zoom and sort functionality.
- View by functionality has been added to the window so you can change your filter to view only cleared or uncleared transactions.
- The footer totals have been rearranged to make it easier to understand how Adjusted Book Balance and Adjusted Bank Balance are calculated.
- We have added an indicator beside the Adjusted Amount field. If amounts have been reconciled a checkmark will be displayed, a “X” indicates that they have not been reconciled.
- The account number field has been increased to ensure that all the digits in an account number are displayed.
- In Multicurrency Bank Reconciliation decimal precision has been enhanced so that it will be precise up to five decimal points.

**Bank Statement Entry**

The Bank Statement Entry window has been renamed from Bank Reconciliation window. It has retained the same functionality but now it is available from the Tools menu and the Transaction menu. See the above chart.

**File Maintenance**

The File Maintenance window, renamed from Table Conversion, has received additional functionality. It now has the ability to synchronize
account numbers. This functionality was added to allow the Bank Reconciliation module to update its GL account information to reflect changes made to the Microsoft Dynamics GP GL account framework.

**Microsoft Dynamics GP Calendar Feature**

For Multicurrency Bank Reconciliation version 9.0 we have taken advantage of the Microsoft Dynamics GP calendar feature and included it for all editable date fields on the Multicurrency Bank Reconciliation windows.
About Encore Business Solutions

Encore Business Solutions Inc. is part of a worldwide network of independent partner organizations that sell, implement, and support the award-winning products of Microsoft® Business Solutions. Encore is also an authorized Solution Developer for Microsoft Business Solutions developing and marketing industry-specific software worldwide that tightly integrates to core modules of Microsoft Dynamics GP. We are 100% dedicated to developing client-focused, reliable, industry-specific solutions and companion applications providing total end-to-end solutions that meet the operational and reporting needs of our customers.

The Encore Business Solutions Inc. suite of products include:

Project Tracking Solutions:
- Project Tracking with Advanced Analytics
- Project Tracking with Budgeting
- Project Tracking Importer

Billing Solutions:
- Recurring Contract Billing
- Recurring Contract Billing Importer

Bank Reconciliation Solutions:
- Auto Reconciler
- Account Reconciler

Additional Encore Products:
- Advanced SmartList
- Enhanced Customer Statement
- Inventory I/O Control

If you have questions regarding any Encore product or service, feel free to contact us.

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