

General Ledger (GL)

February 18, 2010

Code	Name	Business Process Description
10	Inquiry	Inquire on a Journal Entry Print Journal Entries by Batch Run a Journal Entry Batch Report by Batch Review a Journal Entry Report Online Print a Journal Entry Report by Batch Accounting Inquiries - Account Balance by Month, Account Balance by Subledger, Account Ledger, Account Ledger by Object Account, Job Status Inquiry - User Defined Columns, T/B by Fund, T/B by Object Account, T/B by Subledger, T/B/Ledger Comparison Accounting Reports - Transaction Journal, Trial Balance Note: Transactions are within User's Range of Financial Business Units
20	JE Create / Maintain	Include all of Code 10 Enter Journal Entries Enter Journal Entries in Debit/Credit Format Enter a Basic Journal Entry Enter a Journal Entry with a Subledger Enter an Interfund Journal Entry Enter a Percentage Journal Entry Enter and Use Model Journal Entries Enter a Model Journal Entry Use a Model Journal Entry to Create a New Journal Entry Import a Journal Entry Set up a Recurring Journal Entry Change an Unposted Journal Entry Delete a Journal Entry Print Journal Entries Approve/Post Journal Entry by Batch Note: Transactions are within User's Range of Financial Business Units User must also be set up in Batch Management as a Preparer
30	JE Approver/ Poster	Includes all of Code 10 & 20 Enter Journal Entries Add Business Units* Add Agency Business Units Copy Account to Business Unit Add Account to Business Unit, Inactivate Account, Delete Account Note: Transactions are within User's Range of Financial Business Units To Approve/Post Batches, User must also be set up in Batch Management.

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50	State Accounting	Includes all of Code 10, 20 & 30 Business Unit Approval Approve and Post Batches Note: Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access To Approve/Post Batches, User must also be set up in Batch Management
52	State Accounting State Budget Legislative Fiscal office	Statewide Inquiry Includes all of Code 10 Statewide Inquiry Only Note: Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access
53	State Budget Division	Includes all of Code 10 Enter Journal Entries Add Business Units* Add Agency Business Units Copy Account to Business Unit Add Account to Business Unit Enter Journal Entries in Debit/Credit Format Enter a Basic Journal Entry Enter a Journal Entry with a Subledger Enter an Interfund Journal Entry Change an Unposted Journal Entry Delete a Journal Entry Approve/Print/Post Journal Entries Review Journal Entries for Approval Post Journal Entry by Batch Void a Journal Entry Delete Object Codes statewide Approve and Post Batches Note: Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access To Approve/Post Batches, User must also be set up in Batch Management
54	State Accounting	Includes all of Code 10, 20, 30 & 50 Turn On/Off Budget Checking Approve and Post Batches Note: Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access To Approve/Post Batches, User must also be set up in Batch Management
55	State Auditors	Includes all of Code 10 Note: Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access