

## General Ledger (GL)

October 28, 2013

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 <b>Note:</b> 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 <i>BPO - State Accounting</i> <b>Note:</b> Transactions are within User's Range of Financial Business Units To Approve/Post Batches, User must also be set up in Batch Mgt
23	Dept of Labor	Includes all of Code 10 Dept of Labor reports included: Historical Labor/Distribution Report (R581278A) G/L By Object Code (R09421) BPO – State Accounting  Note: Transactions are within User's Range of Financial Business Units

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30	<b>JE Approver/ Poster</b>	<p>Includes all of Code 10 &amp; 20 Add Business Units*</p> <p>Add Agency Business Units, Copy Accounts to Business Unit, Add Accounts to Business Unit, Inactivate Accounts, and Delete Accounts <i>BPO - State Accounting</i></p> <p><b>Note:</b> Transactions are within User's Range of Financial Business Units To Approve/Post Batches, User must also be set up in Batch Mgt.</p>
31	<b>Department of Labor</b>	<p>Includes Code 30</p> <p>Special Dept of Labor reports included: Reports to be listed at a later date <i>BPO - State Accounting</i></p> <p><b>Note:</b> Transactions are within User's Range of Financial Business Units To Approve/Post Batches, User must also be set up in Batch Mgt.</p>
33	<b>Game and Parks</b>	<p>Includes Code 30</p> <p>Special Game and Parks reports included: R5509790 General Ledger Detail &amp; R5509796 Account Balance Extract <i>BPO - State Accounting</i></p> <p><b>Note:</b> Transactions are within User's Range of Financial Business Units To Approve/Post Batches, User must also be set up in Batch Mgt.</p>

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50	<b>State Accounting</b>	Includes all of Code 10, 20 & 30 Business Unit Approval Approve and Post Batches <i>BPO - State Accounting</i> <b>Note:</b> 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 Mgt.
52	<b>State Accounting State Budget Legislative Fiscal office</b>	Statewide Inquiry Includes all of Code 10 Statewide Inquiry Only <i>BPO - State Accounting</i> <b>Note:</b> Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access
53	<b>State Budget Division</b>	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 Approve and Post Batches <i>BPO - State Accounting</i> <b>Note:</b> 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 Mgt.
54	<b>State Accounting</b>	Includes all of Code 10, 20, 30 & 50 Turn On/Off Budget Checking Approve and Post Batches <i>BPO - State Accounting</i> <b>Note:</b> 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 Mgt.
55	<b>State Auditors</b>	Includes all of Code 10 <i>BPO - State Accounting</i> <b>Note:</b> Use BU Role N000BU0006 or N000BU0008 if User needs state wide security (HR) access