Year End Processing for SunSystems v4

Duration: ½ Day – Scheduled on Demand

Prerequisite: Knowledge of Ledger Accounting.

Who Should Attend: SunSystems Administrators/Accountants and those responsible for the maintenance of SunSystems.

What You Will Learn: At the completion of this training session participants will be competent in the following:

- Starting the new financial year
- Ledger archiving
- Resetting commitments
- File backup and restore
- Adjusting the Asset Register

Course Content – Year End Processing for SunSystems v4

Starting the New Financial Year

- Understanding the concepts for starting a new financial year
- Running through the processing steps to start a new financial year
- Creating budgets for the new year

Period Cleardown

- Creating a ledger archive file
- Understanding period clear down concepts
- Performing the processing steps associated with period clear down
- The advantages of performing period clear downs
- Dealing with open item accounts

- Viewing archived transactions
- Dealing with brought forward accounts
- Analysis code consolidation

Resetting Commitments

- Recalculating values
- Performing a file backup and file restore

The Asset Register

- Understanding Asset Register concepts
- Performing a period clear down in the Asset Register

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