

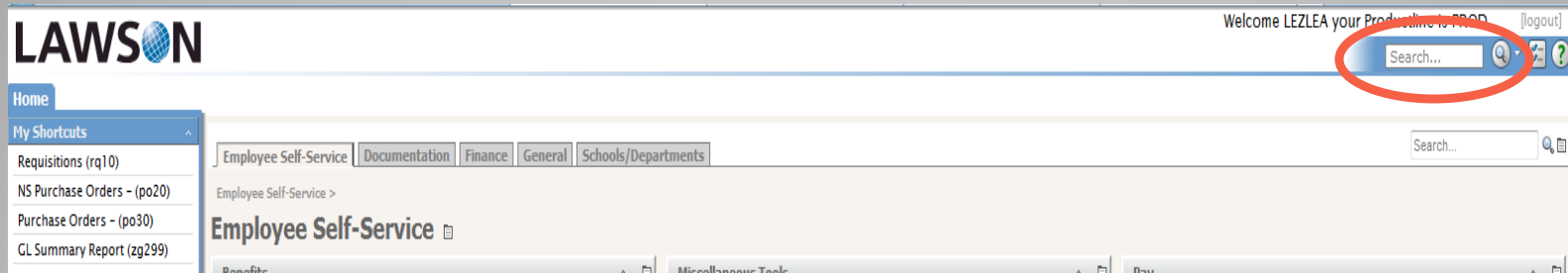
GL90 – Transaction Analysis

Benefits of report:

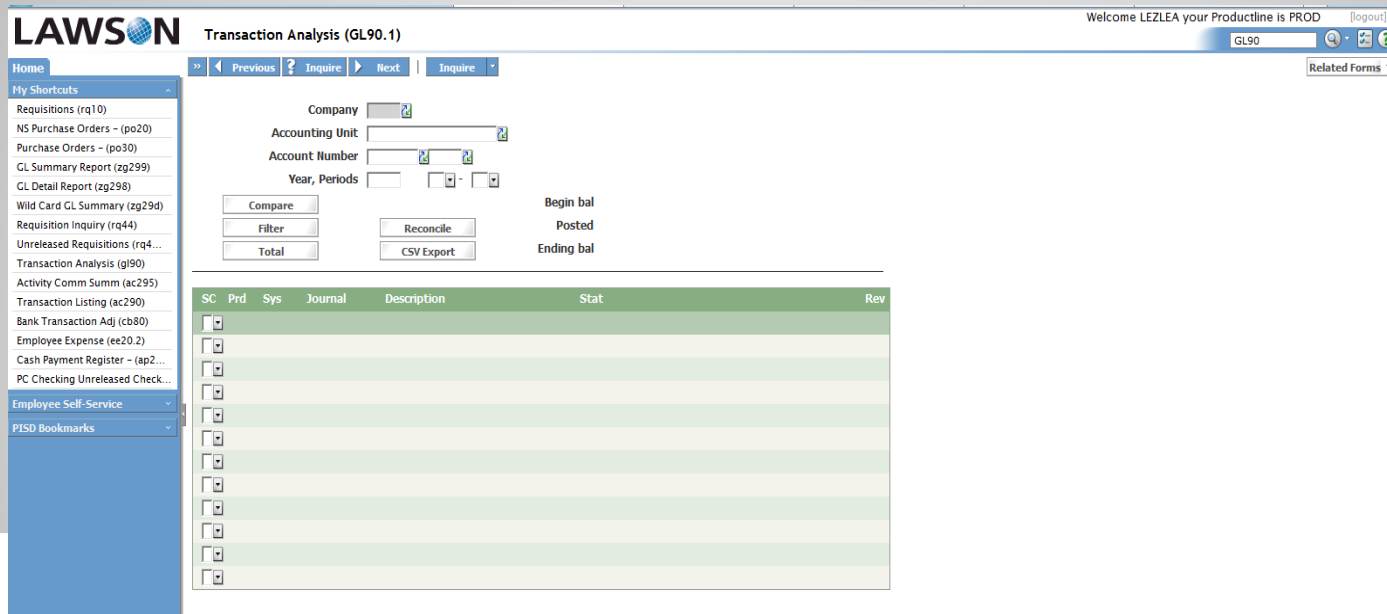
- Shows actual expenditures and revenues of a selected account code.
- Able to select a certain accounting period or the entire year.
- You can drill on individual transactions for detail information like posting dates and accounts payable information.

GL 90 – Transaction Analysis

In Lawson type GL90 in the search field and hit enter.



This will take you to the GL90 screen.



GL 90 – Transaction Analysis, cont'd

Type in the requested information as follows:

Company: This is the fund (199, 461, 865, etc.)

Accounting Unit: This is the function.campus.program.responsibility (11.013.011.013)

Account Number: This is the object code and the sub object (6399, 6499, etc.)

Year, Period: Enter the school year and the period(s)

Click Inquire.

LAWSON Transaction Analysis (GL90.1)

Home >> < Previous ? Inquire > Next Inquire

My Shortcuts

- Requisitions (rq10)
- NS Purchase Orders - (po20)
- Purchase Orders - (po30)
- GL Summary Report (zg299)
- GL Detail Report (zg298)
- Wild Card GL Summary (zg29d)
- Requisition Inquiry (rq44)
- Unreleased Requisitions (rq4...)
- Transaction Analysis (gl90)

Company 199 Local Maintenance Fund USD

Accounting Unit 11.013.011.013 11.013.011.Pasadena Mem H.S.

Account Number 6399 General Supplies

Year, Periods 2013 1 - 5

Compare Filter Reconcile CSV Export

Begin bal Posted Ending bal

GL 90 – Transaction Analysis, cont'd

The requested information will appear as shown below.

To drill on a transaction, place the cursor in the SC field beside the transaction and right click and choose "Drill Around".

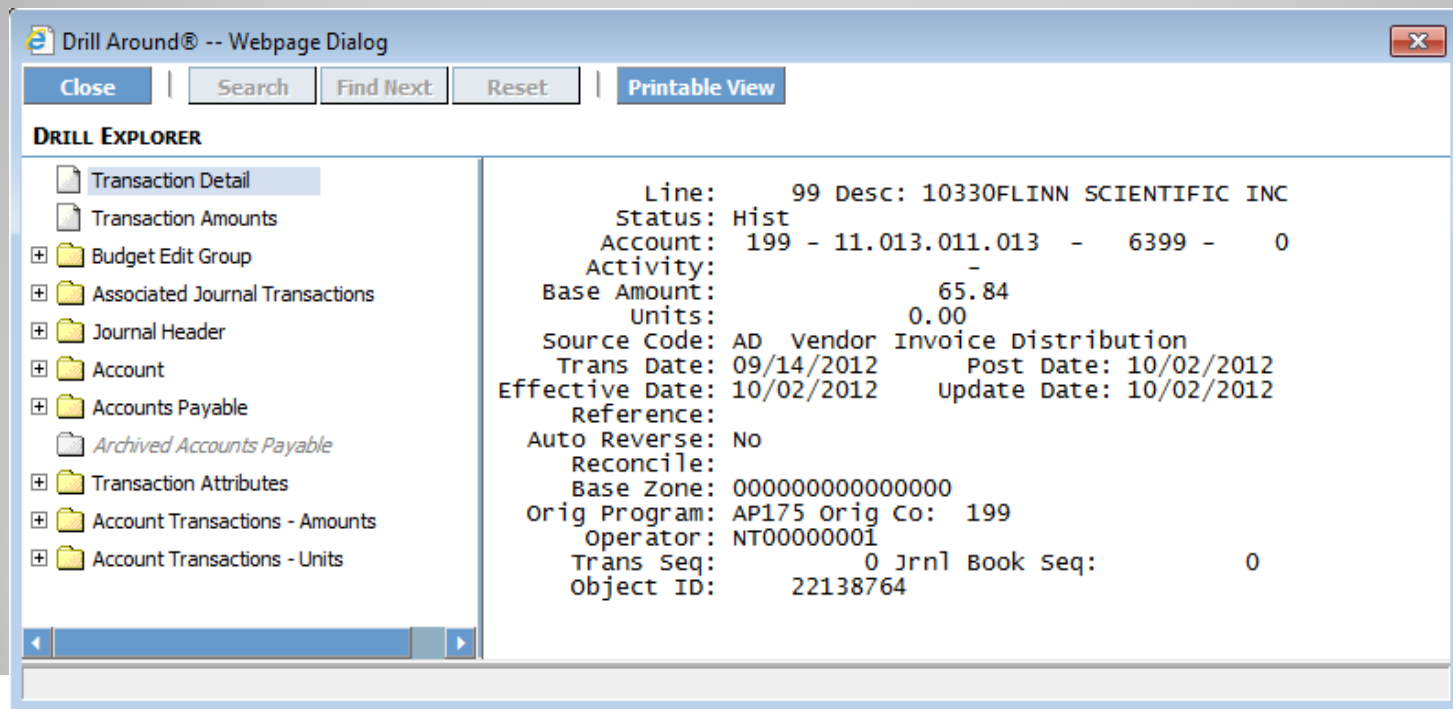
The screenshot displays the Lawson Transaction Analysis (GL90.1) interface. The top navigation bar includes 'Home', 'Previous', 'Inquire', 'Next', and 'Inquire' buttons. The main header shows the Lawson logo and the title 'Transaction Analysis (GL90.1)'. Below the header, there are input fields for 'Company' (199 Local Maintenance Fund), 'Accounting Unit' (11.013.011.013), 'Account Number' (6399), and 'Year, Periods' (2013 01 - 01). A summary table on the right shows 'Begin bal' (.00 USD), 'Posted' (4,046.93), and 'Ending bal' (4,046.93). A table of transactions is displayed below, with columns for SC, Card, Sys, Journal, Description, Stat, Amount, and Rev. A red circle highlights the SC field in the first row of the transaction list.

SC	Card	Sys	Journal	Description	Stat	Amount	Rev
▼	1	AP	14 I	12904VESCO BUSINESS P	Hi	258.09	N
▼	1	AP	14 I	12904VESCO BUSINESS P	Hi	164.51	N
▼	1	AP	14 I	12904VESCO BUSINESS P	Hi	119.58	N
▼	1	AP	24 I	30819MIGUEL HERRERA	Hi	22.53	N
▼	1	AP	27 I	28693ANA SEGULIN	Hi	11.46	N
▼	1	AP	57 I	12904VESCO BUSINESS P	Hi	160.74	N
▼	1	IC	1 I	25-190800	Hi	636.75	N
▼	1	IC	1 I	25-199800	Hi	344.50	N
▼	1	IC	1 I	25-201600	Hi	342.80	N
▼	1	IC	1 I	25-203400	Hi	335.90	N
▼	1	IC	1 I	25-205200	Hi	342.90	N
▼	1	IC	1 I	25-207000	Hi	346.30	N

GL 90 – Transaction Analysis, cont'd

Below is an example of the Drill Around page.

Transaction date and Post date are shown on the TRANSACTION DETAIL screen.



The screenshot shows a web browser window titled "Drill Around® -- Webpage Dialog". The interface includes a navigation bar with buttons for "Close", "Search", "Find Next", "Reset", and "Printable View". Below this is a "DRILL EXPLORER" sidebar with a tree view containing folders such as "Transaction Detail", "Transaction Amounts", "Budget Edit Group", "Associated Journal Transactions", "Journal Header", "Account", "Accounts Payable", "Transaction Attributes", "Account Transactions - Amounts", and "Account Transactions - Units". The main content area displays the following transaction details:

```
Line:      99 Desc: 10330FLINN SCIENTIFIC INC
Status: Hist
Account:   199 - 11.013.011.013 - 6399 - 0
Activity:  -
Base Amount: 65.84
Units:      0.00
Source Code: AD Vendor Invoice Distribution
Trans Date: 09/14/2012 Post Date: 10/02/2012
Effective Date: 10/02/2012 Update Date: 10/02/2012
Reference:
Auto Reverse: No
Reconcile:
Base Zone: 0000000000000000
Orig Program: AP175 Orig Co: 199
Operator: NT00000001
Trans Seq: 0 Jrnl Book Seq: 0
Object ID: 22138764
```

GL 90 – Transaction Analysis, cont'd

The invoice number and totals are shown by double clicking on the ACCOUNTS PAYABLE folder

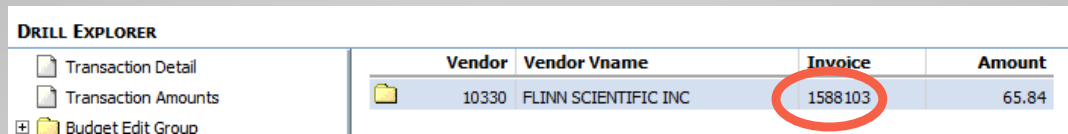
The screenshot displays the 'Drill Around® -- Webpage Dialog' interface. On the left, the 'DRILL EXPLORER' tree shows a hierarchy of folders. The 'Accounts Payable' folder is selected and circled in red. The main area shows a table with columns: Vendor, Vendor Vname, Invoice, and Amount. The data row is also circled in red, showing Vendor 10330, Vendor Vname FLINN SCIENTIFIC INC, Invoice 1588103, and Amount 65.84. The bottom of the dialog shows navigation controls: View 200 Records, Previous 200, Next 200, and Records 1 - 1.

Vendor	Vendor Vname	Invoice	Amount
10330	FLINN SCIENTIFIC INC	1588103	65.84

GL 90 – Transaction Analysis, cont'd

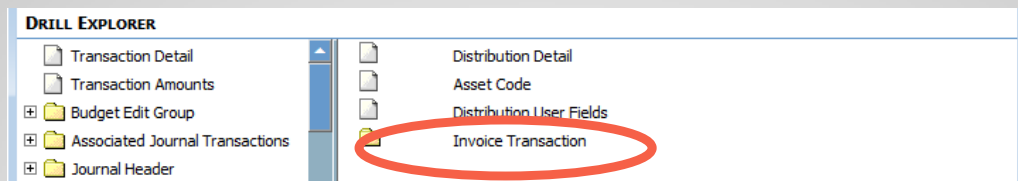
To find payment or PO information do the following steps from the Accounts Payable screen:

Double click on the invoice number (right side of dialog box).



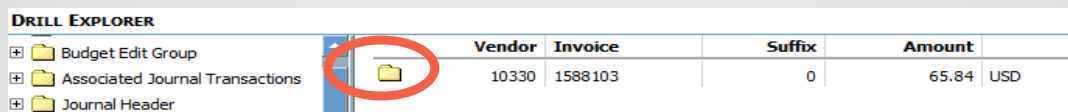
DRILL EXPLORER				
	Vendor	Vendor Vname	Invoice	Amount
Transaction Detail				
Transaction Amounts				
Budget Edit Group				
	10330	FLINN SCIENTIFIC INC	1588103	65.84

Double click on the folder icon beside Invoice Transaction.



DRILL EXPLORER	
Transaction Detail	Distribution Detail
Transaction Amounts	Asset Code
Budget Edit Group	Distribution User Fields
Associated Journal Transactions	Invoice Transaction
Journal Header	

Double click on the folder icon beside vendor number.



DRILL EXPLORER				
	Vendor	Invoice	Suffix	Amount
Budget Edit Group				
Associated Journal Transactions				
Journal Header				
	10330	1588103	0	65.84 USD

GL 90 – Transaction Analysis, cont'd

On the Invoice Detail page you can find the check number, the check status, processing dates and purchase order number.

The screenshot displays the 'Drill Around' webpage dialog with the 'Invoice Detail' page selected in the 'DRILL EXPLORER' on the left. The main content area shows the following invoice details:

Vendor:	ICHI-BAN TROPHY & ENGRAVING		
Remit To Location:			
Invoice:	81233	0	Invoice
Invoice Amount:	254.75	USD	
Discount Amount:	0.00		
Net Payable:	254.75		
Taxable Amount:	0.00		
Tax Amount:	0.00	Tax Code	
Paid Amount:	254.75		
Tax Adjust:			
Invoice Description:			
Status:	History		
Approved:	Yes		
Payment Number:	1361841	SYS RECONCILE	NT00000069
Invoice Date:	09/06/2012	Payment Date:	09/14/2012
Due Date:	09/13/2012		
voucher:			
Purchase Order:	186314	0	BL

Annotations on the slide point to specific fields:

- Check #**: Points to the 'Payment Number' field (1361841).
- PO #**: Points to the 'Purchase Order' field (186314).
- Check Status**: Points to the 'Status' field (History).
- Dates**: Points to the 'Invoice Date' (09/06/2012) and 'Payment Date' (09/14/2012) fields.