



## **FIN1450 - Detail General Ledger by Account Per**



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**Finance > Reports > Finance Reports > Journals, Checks, Detail Ledgers > Detail General Ledger by Acct Per**

The report allows the user to select a specific fund, function, object, subobject, and program code for which to print transactions. The user can select From and To accounting periods. Vendor transactions allow for printing of either the name of the vendor or the reason for the transaction. Report information is displayed based on the masked account codes set in the User Profiles table for the logged-on user.

## Notes:

- If any errors are encountered while running the report, an error listing is printed at the end of the report. The user can use this information to locate the account code that is in error. The error for the specific account code is printed at the end of the account code line. The following are the errors that may be displayed:
  - Transactions do not equal balance - There are transactions, but the beginning amounts plus the transactions do not equal the ending amounts.
  - EOM does not equal balance - There are no transactions, but the beginning amounts and the ending amounts are not equal.
  - Error suspect records - Class does not equal 1-8.
- The report displays account transactions using the **From Accounting Period** and **To Accounting Period** report parameters. The beginning account balances are calculated by using a **Starting Accounting Period of the Finance Fiscal Year** of 07 or 09 (fiscal year July or September) and adding all transactions up to the from accounting period. The ending balance is calculated by adding all requested transactions and the beginning balance.

**Note:** If the **Starting Accounting Period of the Finance Fiscal Year** report parameter is equal to the **From Accounting Period** and **To Accounting Period** report parameters, and the user types Y in the **Include Previous Months' Balances? (Y/N)** report parameter, the program assumes a beginning balance of zero, since there is no difference between the starting accounting period and the from accounting period.

Example 1: The user types Y in the **Include Previous Months' Balances? (Y/N)** report parameter. The **Starting Accounting Period of the Finance Fiscal Year**, **From Accounting Period**, and **To Accounting Period** report parameters are all set to 09. The system assumes a zero balance, since there is no difference between the accounting periods.

Example 2: The user types Y in the **Include Previous Months' Balances? (Y/N)** report parameter. The **Starting Accounting Period of the Finance Fiscal Year**, **From Accounting Period** report parameter is set to 07, and the **From Accounting Period** and **To Accounting Period** report parameters are set to 09. The system displays the balances from 07 to 08 and any transactions created in 09.

Parameter	Parameter Description
<b>Include Previous Months' Balances? (Y/N)</b>	Y - Include balances from previous months on the report. N - Do not include balances from previous months on the report. This is a required field.
<b>Enter the Starting Accounting Period of the Finance Fiscal Year</b>	Type 07 or 09 to indicate the first month of the Finance fiscal year.
<b>From Accounting Period</b>	Type the two-digit from accounting period. This is a required field.
<b>To Accounting Period</b>	Type the two-digit to accounting period. This is a required field.
<b>Print Vendor Name (N), Reason (R)</b>	N - Print the vendor name on the report. R - Print the reason on the report. This is a required field.
<b>Include Requisition soft encumbrance transactions when PO encumbrance exists? (Y/N)</b>	Y - Include requisition soft encumbrance transactions on the report when a purchase order encumbrance exists. N - Do not include requisition soft encumbrance transactions on the report when a purchase order encumbrance exists. This is a required field.
<b>Use Check date (C) or Transaction date (T) for check transactions</b>	C - Use the check date for check transactions on the report. T - Use the transaction date for check transactions on the report. This is a required field.
<b>Enter significant digits for fields to select on</b>	Type the account code numbers or account code number mask separating multiple account code numbers with a comma (e.g., 199-XX-XXXX.XX-XXX-XXXXXX, 224-XX-XXXX.XX-XXX-XXXXXX). Or, click  to create an account code mask. Otherwise, leave blank to use all account codes.
<b>Enter Optional Report Title</b>	Type a report title using a maximum of 60 alphanumeric characters.
<b>Include Budget? (Y/N)</b>	Y - Include all accounts.  N - Exclude 5XXX-8XXX accounts.

[Generate the report.](#)