



**acct\_period**



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Click ▼ to select an accounting period to reconcile. Options include the following:

#### YTD Processed

- The program displays all the deposits and checks that are for the last closed accounting period or earlier. If a cash receipt or check transaction record has a process date and has not been cleared, it is displayed.
- The program displays the system cash amount based on the cash balances shown in the general ledger as of the last closed accounting period. Within the general ledger account records, there is a total for all prior accounting periods that have been closed. The program totals those year-to-date totals for the accounts in the selected bank group and displays this grand total as the system cash amount.

#### Current YTD + Current

- The program displays all the outstanding deposits and checks for the prior closed accounting periods plus the outstanding deposits and checks for the current period. Information from a cash receipt or check transaction record that has not been cleared is displayed if it has either a processed date or the accounting period in the record matches the current accounting period.
- The program displays the system cash amount based on the cash balances shown in the general ledger as of the current accounting period. Within these general ledger account records, there is a total for the current accounting period that includes the year-to-date figures. The program totals the current totals for the accounts in the selected bank group and displays this grand total as the system cash amount.

#### All YTD + Current + Next

- The program displays all the deposits and checks that have not been cleared, regardless of the accounting period. If a cash receipt or check transaction record has not been cleared (is outstanding), it is displayed.
- The program displays the system cash amount based on the cash balances shown in the general ledger. Within these general ledger account records, there is a total for the next accounting period that includes the year-to-date and current figures. The program totals those next totals for the accounts in the selected bank group and displays this grand total as the system cash amount.



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