



Configurable Enterprise Accounting Run Instructions

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Chapter 1

Introduction to Infor LX

1

Overview of Infor LX

This topic contains information that pertains to all applications of the Infor LX product. This information enables you to perform the following tasks:

- Navigate through menus and screens
- Specify information in the fields on the screens
- Use the screen actions
- Access the online help text
- Become familiar with terms used throughout Infor LX

Navigation

The features described in the following paragraphs help you navigate within and between Infor LX screens and programs quickly and easily.

Menus

Use Infor LX menus to choose individual programs to process or view information. You can call individual applications directly from any menu.

Dates

Infor LX includes full support for dates up to and beyond the year 2000. Although most date fields display six characters, Infor LX stores the date as eight characters to include century information. Use Company Name and Date Format, SYS820, in the System Parameters Generation program, SYS800, to configure century dates and specify dates beyond 1999.

Attention key and quick access icon

The character-based user interface uses the attention key to directly access other programs, menus, and applications. On an Infor LX screen, press the Esc key.

The Webtop user interface uses the Quick Access icon to directly access programs. On an Infor LX screen, click the Quick Access icon.

You must have security authorization to use these features.

Look-up features

On the character-based user interface, a plus sign (+) indicates a prompt-capable field. Use F4 to display a look-up screen.

On the Webtop user interface, an arrow indicates a prompt-capable field. Click the arrow to display a look-up screen.

Most screens called from inquiry programs allow you to search for alphanumeric strings.

Remembered keys

Infor LX remembers certain key values, such as item number, salesperson, or container, in your workstation memory as you process information in certain programs. You can assign one of the following values to each field:

- 0. Infor LX automatically retrieves this value from remember key memory. Infor LX updates this value on a continual basis.
- 1. Infor LX automatically retrieves the value you specify in Display Remembered Keys, SYS080. It does not update the value from any other program.
- 2. Infor LX does not retrieve or update remembered key fields.

Use the Display Remembered Keys program, SYS080, to set up remembered keys.

Standard online help features

Many Infor LX programs display generic help text. Use F1 from within a field on the character-based user interface. Click the Show/Hide Help icon on the Webtop user interface. This generic help text includes help for standard line actions, standard screen actions, which are also called function keys or F keys, the run time parameter, and some screens types.

The information in the generic help text for line actions and screen actions in this document is not included in the help text for individual Infor LX programs and screens. If a line action or screen action other than those defined in the generic help text occurs in a program, the help text for that program describes the specific action.

Additional generic help text is stored in the SSARUNHT document for users of the character-based UI. You can print this document and the individual application run instructions, SSARUN01, SSARUN02, and so on, from the DOC menu on the IBM(R) iSeries(TM) in the character-based user interface.

Generic help text for line actions

Line actions

The following line actions are valid in numerous screens. They have the functions described in the following sections.

1=Create

Specify Create on the prompt line and a value in at least one key field to add new information to the file. The system displays maintenance screens on which you can specify the new data. The system prints the new data on the audit report.

Note: You cannot specify Create next to existing data.

1=Select

On a prompt screen, specify 1 to return the selected data to the original screen.

2=Revise

Specify Revise to change the information for a line. Specify 2 and a value in at least one key field or specify 2 next to a line. The audit report lists the change. If you specify Revise next to a line with inactive information, the system reactivates the information.

3=Copy

Specify Copy to copy existing information. You can specify 3 and a value for at least one key field or you can specify 3 next to a line. The system displays a maintenance screen on which you can specify new data and change existing data.

4=Delete

Specify Delete to deactivate the information on a line. You can specify 4 and a value in the key fields or you can specify 4 next to the line to delete. Use Revise to reactivate deleted information.

5=Display

Specify Display to view information. You can specify 5 and a value in the key fields or you can specify 5 next to a line.

6=Print

Specify Print to print information on the audit trail. You can specify 6 and a value in the key fields or you can specify 6 next to a line.

8=Position To

Specify Position To to move a line to the top of the list. You can specify 8 and a value in the key fields or you can specify 8 next to a line. The system repositions the list to begin with the requested line or, if the line does not exist, to the line that is next in sequence.

After you use the Position To feature, you can page down or you can use the Position To action with a different value, but you cannot page up. You can return to the top of the list if you specify Position To but do not specify a value in the key fields on the prompt line. On a prompt screen, display details matching the information you specified.

10=Search

On the top line of a prompt screen, use 10 and known field data to locate specific information.

Additional line actions

If a program contains additional line actions, see the line actions help text in that specific program for descriptions of those line actions.

Generic help text for screen actions

Many screen actions, also called F keys, perform the same function for every program or screen in Infor LX. Definitions for these screen actions follow.

Enter

Proceed to the next screen of a maintenance program. On the final screen, press Enter to update the file and return to the first screen of the program for additional maintenance activity.

Enter

Validate data in a screen. This function of Enter generally occurs in transaction programs that have an F6=Accept screen action, which saves the data on the screen.

Enter

Send the output from a report or listing program to an output queue for processing.

F1=Help

Display help text. This screen action applies to the character-based user interface only.

F3=Exit

Exit a program and do not record, update, or print the information you specified on the program screens.

F4=Prompt

Display a pop-up screen that lists existing values for the field. A plus (+) character denotes a prompt-capable field in the character-based user interface. In the Webtop user interface, the prompt-capable field has a small arrow that points to the right .

F5=Refresh

On a list screen, redisplay the screen to check the status of an executed function.

On a maintenance screen, redisplay the original values on the screen.

F6=Accept

Accept your changes and exit the program.

F7=Backward

Display previous lines, that is, those alphanumerically closer to A or those with earlier dates.

F8=Forward

Display additional lines, that is, those alphanumerically closer to Z or 9, or those with later dates.

F11=Fold

Display a folded view of the screen that contains additional information. Use F11 again to return the screen to its previous format.

F12=Cancel

Return to the previous screen and do not save values you specified on this screen. If you use F12 to return to a selection screen in a maintenance program, you cancel changes you made to any screens in the program.

F23=More Actions

Display additional line actions. If a screen has many screen actions, you may need to press F24 to see that there is an F23 action, which indicates that additional line actions are available.

F24=More Keys

Display additional function keys.

Generic help text for standard screens

Several categories of screens have identical functionality, though the content differs. These types of screens are explained in the following sections.

Generic help text for list screens

Many Infor LX programs contain screens with lists of information to specify for maintenance or inquiry. You have two options to specify the information to process on a list screen:

- Use the Act field and the key fields that appear at the top of the list.
- Specify a line action in the Act field of the line with the information you want to process.

After you make your entries, press Enter to perform the line action.

Generic help text for filter screens

Some Infor LX programs feature a filter screen, which you can access with F13. The filter screen enables you to filter the data to display. For example, if you use F13 in Warehouse Master Maintenance, INV110, you can display all records by warehouse or active records by warehouse or active records by description. Some filter screens provide sort or sequence options.

Generic help text for the run time parameter

Run Time Parameter (1,0):

Specify interactive to process the data in real time or batch to process the data in the job queue. If you specify interactive processing, your session is unavailable for other tasks until the job finishes.

Infor LX menus

This section describes the menus in Infor LX.

ERPLX main menu

The ERPLX Main Menu is the first of five master menus. You can access the four major Infor LX application groups from this menu:

- Configurable Enterprise Financials, CEF
- Multi-Mode Manufacturing, MMM
- Supply Chain Management, SCM
- Cross-Product Applications, XPA

Specify the abbreviated application group fast path code to access the master menu for the desired application group.

Configurable enterprise financials menu

Use the Configurable Enterprise Financials menu, CEF, to access Infor LX financial applications. Specify the application fast path code to access the desired application menu.

Multi-mode manufacturing master menu

Use the Multi-Mode Manufacturing master menu, MMM, to access Infor LX manufacturing applications. Specify the application fast path code to access the desired Infor LX application menu.

Supply chain management master menu

Use the Supply Chain Management master menu, SCM, to access Infor LX supply chain management applications. Specify the application fast path code to access the desired Infor LX application menu.

Cross-product application menu

Use the Cross Product Application menu, XPA, to access, analyze, and transmit information within Infor LX. Specify the application fast path code to access the desired Infor LX application menu.

Commonly used terms in Infor LX

Reference only

Reference only indicates that the system uses the information for the given field only for reference and does not use it for processing.

Extreme values by default

Some fields display extreme values by default. The system uses an alphanumeric or numeric extreme in these fields if you do not override the value. Use these default values, which are usually specified as ranges, to include all information in the range. The default values or any other values specified to designate a range do not have to be valid values in a database file.

(Y/blank)

If the screen displays (Y/blank) for a field, specify Y or Yes for a particular action to take place. Otherwise, leave the field blank. The screen displays (Y/N) if the field requires a Y or an N.

Ranges

Ranges refer to fields you can use to limit an inquiry or report or to display specific data. If there are multiple range fields in a program, you can tailor your inquiry or report to produce only the data you need.

Infor LX sorts the information alphanumerically. Therefore, the value in the *From* field must be a lower alphanumeric value than the value in the *To* field.

Infor LX usually inserts extreme values as defaults in the lower and upper fields. See the description for Extreme values by default. The entries you make in range fields do not have to be valid values in a database file.

Review the following suggestions to limit the information:

Specify the first value to include on the inquiry or report in the *From* field. Leave the *To* field blank to include all information to the end of the file. For example, you can print a report that starts with the customer number you specify in the *From* field and stops at the end of the Customer Master file.

Specify the last value to include on the inquiry or report in the *To* field. Leave the *From* field blank to start at the beginning of the file. For example, you can perform an inquiry that starts with the beginning of the Customer Master file and ends with the customer number you specify in the *To* field.

Specify the same value in both the *From* and *To* fields. For example, you can limit a display to one customer.

To include a group of items, specify a value in the *From* field and another value in the *To* field. For example, you can perform an inquiry that starts with the first of the month and ends with the last day of the month.

Alphanumeric

Alphanumeric refers to text that contains letters, letters and numbers together, and numbers arranged uniformly with special characters, such as dates in MM/DD/YY format. Infor LX sorts reports and inquiries in ascending alphanumeric order, unless indicated otherwise. Ascending order arranges items from the lowest value to the highest value. Alphanumeric text is sorted in ascending order according to the following rules:

- Special characters, such as \$, %, - (hyphen), comma, and period, come before all others
- Lowercase letters come before uppercase letters
- Uppercase letters come before numbers
- Numbers, that is, 0 through 9, come last

A/R, A/P

The documentation uses the abbreviations A/R and A/P to denote the terms accounts receivable and accounts payable, respectively. The abbreviations distinguish the terms from the corresponding program indicators of ACR, and ACP, which precede program numbers, for example, ACR500 and ACP150.

Ranges

Ranges refer to fields you can use to limit an inquiry or report or to display specific data. If there are multiple range fields in a program, you can tailor your inquiry or report to produce only the data you need.

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Specify the last value to include on the inquiry or report in the *To* field. Leave the *From* field blank to start at the beginning of the file. For example, you can perform an inquiry that starts with the beginning of the Customer Master file and ends with the customer number you specify in the *To* field.

Specify the same value in both the *From* and *To* fields. For example, you can limit a display to one customer.

To include a group of items, specify a value in the *From* field and another value in the *To* field. For example, you can perform an inquiry that starts with the first of the month and ends with the last day of the month.

General instructions

This document is divided into the following sections:

a) Product Overview: This section provides a general description of the functions and highlights of the product.

b) Run Instructions: The actual operating instructions for the product, appearing in the program sequence described in the Flow section. Each program is further discussed in three sections: Overview, Field Descriptions, and Processing Options. The actual display screens seen while using the product have been reproduced in this section for easy reference. Standardized characters represent the data that normally displays on these screens, and illustrates the relative size of each field on the screen: an "a" represents an operator input of lower-case or upper-case letters or numbers, an "A" represents an operator input of upper-case letters only or numbers, an "n" represents an operator input of numbers, and "x" represents an output data display.

Product overview

Configurable Enterprise Accounting (CEA) is the core of the Configurable Enterprise Financials (CEF). CEA is comprised of four products:

Configurable Ledger (CLD)

The Configurable Ledger is the central repository for a client's financial accounting data. The following list includes the principle features:

- Unlimited chart of accounts
- Unlimited number and type of books
- Multiple calendars
- Journal entry posting consistent with existing Infor LX
- Back end allocations including step allocations

Advanced Budgeting and Analysis (CBA)

CBA provides unlimited budgets for advanced financial modeling and allocation processing for distributing expenses.

Enterprise Structures and Consolidations (ENT)

ENT provides multi-level entities called structures that group account information into defined hierarchies. Structures may be used to define rollups, consolidations, reports, or translations. Structure inquiries may be defined to generate financial or operating statements and to provide drill down access to data at the lowest level.

Configurable Currency Translation (CCT)

CCT processes currency translation for journal entries and ledger balances. CCT supports re-measurement for FASB 52 purposes and historical rate conversions for hyper-inflationary economies.

Additionally, CEA includes two integration approaches:

Advanced Transaction Processing (ATP)

ATP is the pre-configured implementation supplied to post Infor LX subsystem transactions to the Configurable Ledger. Transaction information is processed by a posting engine that serves the following two purposes:

- Determines the business event being invoked.
- Performs model resolution to build journal entries.

Batch Transaction Processing (BTP)

BTP provides a generic, configurable interface to the Configurable Ledger. BTP maps transaction information from Infor LX subsystems or third party applications into multiple event sequences for model resolution and posting to the Configurable Ledger.

For more information about BTP, see the Configurable Ledger help file in the Infor LX software.

Account inquiry overview

Account Inquiry, CEA300D1, provides comparative views of account balance information. To define an inquiry, select a chart of accounts and ledgers and books that are defined to that chart. You can create an inquiry that displays the amounts associated with an account, the statistics associated with the account, or both the amounts and statistics. You can limit the information in the inquiry by specifying the account types, for example, you can include income and expenses, but exclude assets.

CEA300D1 includes the following screens that you can use to define the inquiry:

- Account Inquiry List Panel, CEA300D1-01. The screen displays a list of previously defined inquiries. You can use this screen to add a new inquiry or select an inquiry to update or view.
- Account Inquiry Definition, CEA300D2-01. This screen enables you to specify the inquiry type, to limit access to the inquiry, and to add columns in a specific sequence. After you have defined the criteria, run the inquiry from this screen.
- Column Definition, CEA300D2-02. Use CEA300D2-02 to select the ledger, book, and year for the inquiry and to select the segments to include in the inquiry.

The Account Inquiry Results screen lists the account strings and the amounts and statistics associated with them. The inquiry type determines which of the following screens displays the results:

- Amounts only inquiry, CEA300D3-01
- Statistics only inquiry, CEA300D4-01
- Amounts and statistics inquiry, CEA300D5-01

The Account Inquiry Results - Display Line screen displays the segments included in the line, the column sequence number, the amount, or the statistic. The inquiry type determines which of the following screens displays the line detail:

- Amounts only inquiry, CEA300D3-02
- Statistics only inquiry, CEA300D4-02
- Amounts and statistics inquiry, CEA300D5-02

The Account Inquiry Results - Periods screen displays a list of the periods that are summarized in the amount or statistic. The inquiry type determines which of the following screens displays the list of periods:

- Amounts only inquiry, CEA300D3-04
- Statistics only inquiry, CEA300D4-04
- Amounts and statistics inquiry, CEA300D5-04

The Period Detail Panel, CEA300D6-01, displays additional information for the period.

The Account Inquiry Results screens include actions that allow you to access supporting transaction information for the amounts and statistics in the inquiry.

Segment definition, CEA100D1

Use Segment Definition, CEA100D1, to create and maintain segments.

The following restrictions apply to segments:

- Do not delete a segment if it is used in a chart of accounts or modify the natural account if that segment is used in a posted journal.
- Segments cannot include wildcard characters (? or *), equal signs (=), or quotation marks (" ").

Add or select a segment

Use the Segment List screen, CEA100D1-01, to add a new segment or to select an existing segment to maintain.

Field descriptions - CEA100D1-01

Fields

Description

Act (2,A):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. The line actions below are specific to this screen. Use Action 12 to select one segment for translation; use Action 14 to display a list of segments that are available to translate.

12=Translate Segment Value Description

Display the Account Segment Definition screen, CEA100D2-01, to select the segment value to translate.

14=Language Override

Display the Segment Value Language Override screen, CEA117D-01. The list is positioned at the segment that you selected on CEA100D1-01. Select this segment, or another segment, and the language for translation.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Line actions:

The line actions below are specific to this screen. Use Action 12 to select one segment for translation; use Action 14 to display a list of segments that are available to translate.

12=Translate Segment Value Description

Display the Account Segment Definition screen, CEA100D2-01, to select the segment value to translate.

14=Language Override

Display the Segment Value Language Override screen, CEA117D-01. The list is positioned at the segment that you selected on CEA100D1-01. Select this segment, or another segment, and the language for translation.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Segment (10,A):

Specify a unique name to identify the segment. Segments are the user-defined categories in a chart of accounts.

Note. Do not use wildcard characters (? or *), equal signs (=) or quotation marks (" ") in segment names.

Screen actions - CEA100D1-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add, maintain, or view an account segment definition

Use the Account Segment Definition screen, CEA100D2-01, to create and maintain segments and segment values.

Note. Do not delete a segment if it is used in a chart of accounts or modify the natural account if that segment is used in a posted journal.

Field descriptions - CEA100D2-01

Fields	Description
Segment (10,A):	The screen displays the segment for which you are defining a segment value. Note. Do not use wildcard characters (? or *), equal signs (=) or quotation marks (" ") in segment names.
Natural Account (1,0):	Valid options are: 0=No The segment is not a natural account. 1=Yes The segment is a natural account. The natural account segment in a chart of accounts identifies financial activity from a pure accounting perspective; that is, it defines the segment value as an asset, liability, income, expense, retained earnings, or statistical account. The natural account segment controls financial statement presentation, year-end processing, and currency translation. One and only one segment in a chart of accounts can be designated as a natural account
Description (30,A):	Specify a description for the segment.

Column Heading (16,A): Specify a heading to identify the segment in reports and in screen literals. The column heading cannot exceed the length set for the segment.

Segment Length (2,0): Specify the length of the segment. A segment can be from 1 to 16 characters if you are using standard Infor LX financial products.

Note. Do not decrease the length of a segment that contains segment values. The segment length may be increased as long as it does not exceed 16 characters.

Line actions:

The line actions below are specific to this screen. Use Action 12 to select one segment value to translate; use Action 14 to display a list of segments that are available to translate.

12=Translate

Display the Language Master Selection screen, CEA100D4-01, to select the language for the description.

14=Language Override

Display the Segment Value Language Override screen, CEA117D-01. The list is positioned at the segment that you selected on CEA100D1-01. Select this segment, or another segment, and the language for translation.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,A):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. The line actions below are specific to this screen. Use Action 12 to select one segment value to translate; use Action 14 to display a list of segments that are available to translate.

12=Translate

Display the Language Master Selection screen, CEA100D4-01, to select the language for the description.

14=Language Override

Display the Segment Value Language Override screen, CEA117D-01. The list is positioned at the segment that you selected on CEA100D1-01. Select this segment, or another segment, and the language for translation.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

**Segment Value (16,A/
15,A)**

Specify a unique name to identify the segment value.

For example, 1200 might be a segment value for a segment defined MAJ ACCT (for Major Posting Accounts).

Segment values can contain spaces; however, segment values cannot contain wildcard characters (* and ?), equal signs (=) or quotation marks (" "). Equal signs and quotation marks are reserved for macros and aliases respectively.

Segment values cannot contain the character used as a delimiter for the associated chart of accounts. For example, if the delimiter for the associated chart of accounts is a period (.), no segment values associated with this chart of accounts can contain periods.

The length of the segment value cannot exceed the length defined for it.

Screen actions - CEA100D2-01

Commands

Description

F6=Accept

Save the changes that you entered on this screen.

F15=Toggle Language

Use F15=Toggle Language to switch between the segment value in the master file (base) language and in your language, assuming the segment value was translated into your language.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add, maintain, or view a segment value definition

Use this screen to create or maintain the segment value definition for a specific pre-existing segment.

Field descriptions - CEA100D3-01

Fields

Description

Segment (10,A):

The screen displays the segment for which you are defining a segment value.

Note. Do not use wildcard characters (? or *), equal signs (=) or quotation marks (" ") in segment names.

Segment Value (16,A): The screen displays the unique name that identifies the segment value.

Description (30,A): Specify a description for the segment value.

Natural Account Type (1,0): Specify an account type to classify the account within a chart of accounts.

Valid options are:

0=No

This is not a natural account.

1=Asset

Asset Account net balances roll over into the next fiscal year.

2=Expense

The Expense Account identifies expense accounts that are closed into a Retained Earnings account.

3=Income

The Income Account identifies revenue accounts that are closed into a Retained Earnings account.

4=Liability

Liability Account net balances roll over into the next fiscal year.

5=Retained Earnings

Specify this option for the retained earnings (capital) account.

6=Statistic

Specify this option for analysis or statistical accounts. Quantities are stored in the statistic quantity field.

Note. When you change the account type for an existing natural account, the system does not update any previously posted account balances.

Natural Account Value: Specify the value that indicates the type of entry that increases the value of the account.

0=Debit

1=Credit

Unit of Measure (10,A): Specify a unit of measure that is relevant to the statistical value for the natural account segment. For example, specify "Square Ft" if the statistical value you are tracking is square footage occupied by a profit center.

Translation Method: f

Select the appropriate option to use when translating the account.

0=None

The account will not be translated.

1=Balance Sheet Basis

Translate the account on a year-to-date basis

2=Net Period Basis

Translate the account on a net period activity basis

Note. Due to rounding restrictions, Historical Rates are not created if the euro currency conversion is enabled and the Translation/Re-measurement process involves triangulation.

Translation Rate Type (6,A):

Specify the default rate type for translation or re-measurement of the account. Define Rate Types in Configurable Ledger, CLD185D1.

Create Historical Rates (1,0): Specify whether historical exchange rates will be created and applied during translation or re-measurement. Valid options are:

0=No

1=Yes

If you specify Yes, the system creates historical exchange rates and applies them to the accounts using this segment in translation or re-measurement processing. Each journal entry detail transaction in the translation or re-measurement period is individually translated or re-measured. The system uses the exchange rate in effect between the source and target book currencies based on the exchange rate type chosen. The exchange rate that is used has an effective date on or before the individual journal entry detail transaction that is processed.

The translation or re-measurement process builds a file that separately stores debits and credits for both the total source currency amounts and the total target currency amounts. The data in this file will calculate the historical exchange rates related to this account. These calculated historical exchange rates will be used in the translation or re-measurement of the period ending debit and credit amounts. At year-end this created file is rolled forward for Asset, Liability, and Retained Earnings accounts.

Note. Due to rounding restrictions, Infor LX does not create historical rates if the euro currency conversion is enabled and the Translation/Re-measurement process involves triangulation.

Re-measurement Method (1,0):

Specify the appropriate decisions to use when re-measuring the account.

0=None

The account will not be translated.

1=Balance Sheet Basis

Translate the account on a year-to-date basis

2=Net Period Basis

Translate the account on a net period activity basis

Note. Due to rounding restrictions, historical rates are not created if the euro currency conversion is enabled and the Translation/Re-measurement process involves triangulation.

Re-measurement Rate Type:

Display the Rate Types List screen and select the default rate type for translation or re-measurement of the account. Define Rate Types in Configurable Ledger, CLD185.

Create Historical Rates: (1,0)

Specify whether historical exchange rates will be created and applied during translation or re-measurement. Valid options are:

0=No

1=Yes

If you specify Yes, the system creates historical exchange rates and applies them to the accounts using this segment in translation or re-measurement processing. Each journal entry detail transaction in the translation or re-measurement period is individually translated or re-measured. The system uses the exchange rate in effect between the source and target book currencies based on the exchange rate type chosen. The exchange rate that is used has an effective date on or before the individual journal entry detail transaction that is processed.

The translation or re-measurement process builds a file that separately stores debits and credits for both the total source currency amounts and the total target currency amounts. The data in this file will calculate the historical exchange rates related to this account. These calculated historical exchange rates will be used in the translation or re-measurement of the period ending debit and credit amounts. At year-end this created file is rolled forward for Asset, Liability, and Retained Earnings accounts.

Note. Due to rounding restrictions, Infor LX does not create historical rates if the euro currency conversion is enabled and the Translation/Re-measurement process involves triangulation.

Summarization (1,0):

Use this option to summarize all resolved model lines that have matching accounts. Summarization is available if the segment is defined as a natural account. Valid options are:

0=None

Do not summarize.

1=Summary only

2=Summary with detail.

Line summarization is the process of summing together two or more journal lines into one line based on matching accounts.

After all model resolution and reviewing has taken place, CEA checks the summarization option at the journal source and the natural account level.

If the summarization option is selected at the journal source (book) level, CEA summarizes all applicable journal entry lines. If selected only at the natural account (segment) level, CEA summarizes only lines that contain the natural account. If summarization is not selected in either place, no summarization will occur.

Note. If subsystem journal lines are summarized, analysis and reference information for the summarized line represents that of the first line summarized.

Screen actions - CEA100D3-01

Commands	Description
F21=Language Override	Display the Segment Value Language Override screen, CEA117D-01. Select a segment value and the language for translation.
F22=Toggle Language	Use F22=Toggle Language to switch between the segment value in the master file (base) language and in your language, assuming the segment value was translated into your language. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Language Master Selection

Use the Language Master Selection screen, CEA100D4-01, to specify the language to use for translation.

Field descriptions - CEA100D4-01

Fields	Description
Actions:	All line actions on this screen perform standard Infor LX functions. See the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
Language (3,A):	Specify the language for the segment value description.

Screen actions - CEA100D4-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Language Master Maintenance

Use the Language Master Maintenance screen, CEA100D5-01, to add a translated segment value description or to revise an existing translated description.

Field descriptions - CEA100D5-01

Fields	Description
Description (30,A):	Specify a description for the segment value.

Screen actions - CEA100D5-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Chart of accounts, CEA101D1

Use this application to define charts of accounts. A chart of accounts captures and classifies financial information. A chart of accounts consists of a sequence of user-defined segments that are defined in Segment Definition, CEA100D1. CEA supports the use of multiple charts.

Use Account Rules, CEA103D1, to define the rules that control which combinations of valid segment values are allowed within a chart of accounts.

The following list includes the guidelines for defining charts:

- Define a sequence of up to 14 unique segments for a single chart of accounts.
- Each segment can be up to 16 characters long.
- The natural account segment in a chart of accounts determines an account's type, for example, an asset. There must be only one natural account segment for each chart of accounts.
- The delimiter defined for a chart of accounts cannot be used as a character within any segment values associated with this chart of accounts. For example, if you define a period (.) as the delimiter for a chart of accounts, no segment values within this chart of accounts can contain a period.

The following list includes the guidelines for maintaining charts:

- You cannot re-sequence or delete segments in an active chart of accounts. An active chart of accounts is one that is used in any other file.
- Segments may be added to the end of an active chart of accounts, but there are exceptions. A mandatory segment may not be added to the chart of accounts if account balances exist for the chart of accounts or the chart is used in any of the following applications: Account Rules, Account Inquiry, or Structures.

Note that you are limited to a maximum character length of all segments combined, including the delimiter characters, of 45 characters.

You cannot revise a chart after it has been created.

Add or select a chart of accounts

Use Chart of Accounts Maintenance Panel, CEA101D1-01, to create a new chart of accounts or to select an existing chart to maintain.

Field descriptions - CEA101D1-01

Fields	Description
Act (2,A):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Chart of Accounts (8,A/6,A)	Specify a unique name to identify a chart of accounts. A chart of accounts consists of the user-defined sequence of segments used to capture and classify financial information. CEA supports multiple charts on a system.

Screen actions - CEA101D1-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add, maintain, or view a chart of accounts

Use the Chart of Accounts Definition screen, CEA101D2-01, to create or maintain a chart of accounts.

Note. Do not re-sequence or delete segments in an active chart of accounts. You can add segments to an active chart at the end of the sequence but you cannot add a mandatory segment to the chart if account balances exist for the chart or the chart is used in any of the following applications: Account Rules, Account Inquiry, or Structures.

Field descriptions - CEA101D2-01

Fields	Description
Act (2,A):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Chart of Accounts (Chart) (8,A):	<p>The screen displays the unique name that identifies the chart of accounts.</p>
Description (30,A):	<p>Specify a description for the chart of accounts.</p>
Number of Segments (2,0):	<p>Specify the number of segments for the chart of accounts that you are defining. If you are using standard Infor LX financials, the allowable range is 1 to 14 segments.</p> <p>Note. The number of segments specified in this field must equal the number of segment sequences defined for the chart. If you are using standard Infor LX Financials, you must maintain this field if the number of segment sequences defined for the chart changes.</p>
Delimiter (1,A):	<p>Specify the delimiter that separates segment values in an account. For example, the account "10.1000.CASH" uses a period as the delimiter character. Periods and hyphens are common account delimiters.</p> <p>Avoid the following delimiter characters:</p> <ul style="list-style-type: none"> ■ Any characters used in the segment values or aliases associated with this account ■ Quotation marks (") ■ Wildcard characters (? or *) ■ Blanks ■ Equal signs (=)
Segment (10,A):	<p>Specify a unique identifier for a segment. You can use the same segment in different charts but you can use a segment only once in a chart.</p> <p>The following table illustrates an example of a setup for a chart of accounts:</p>

Position	Segment
1	CO

2	PC
3	ACCT
4	SUBACC
5	PROD
6	PROJ

Segment Entry (1,0):

This field indicates whether a segment is mandatory or optional during processing for a given segment in a specific chart of accounts.

0=Mandatory.

This segment must contain a valid segment value. CEA does not allow posting if this segment is left blank. The Natural Account must be mandatory. Each chart of accounts must have only one natural account.

1=Optional.

This segment can be blank. If you do not specify a value, then during processing, the system stores spaces for the length of the segment. If you do enter a segment value, it must be a valid value for that segment.

Note. The right most (highest sequence) mandatory segment in a chart of accounts determines an account's type (for example, . asset, liability, and so forth).

Status:

This field indicates whether a segment is active or inactive.

Screen actions - CEA101D2-01

Commands

Description

Standard screen actions

All screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Maintain the chart of accounts segments

Use the Chart of Accounts Sequence screen, CEA101D3-01, to maintain the segment for a chart of accounts.

When you add segments to a new chart, CEA keeps track of the segment sequence number.

Choose the Create option to define the segment that belongs in the first position in the chart of accounts. Repeat this process until the complete

sequence of segments for the chart is defined.

Field descriptions - CEA101D3-01

Fields

Description

Chart of Accounts (Chart) (8,A):

The screen displays the name of the chart name that you are creating or maintaining.

Segment (10,A):

Specify a segment for the segment sequence that you are defining.

The following table illustrates an example of a setup for a chart of accounts:

Position	Segment
1	CO
2	PC
3	ACCT
4	SUBACCT
5	PROD
6	PROJ

You can use the same segment in different charts but you can use a segment only once in a chart.

Segment Entry (1,0):

This field indicates whether a segment is mandatory or optional during processing for a given segment in a specific chart of accounts.

0=Mandatory.

This segment must contain a valid segment value. CEA does not allow posting if this segment is left blank. The Natural Account must be mandatory. Each chart of accounts must have only one natural account.

1=Optional.

This segment can be blank. If you do not specify a value, then during processing, the system stores spaces for the length of the segment. If you do enter a segment value, it must be a valid value for that segment.

Note. The right most (highest sequence) mandatory segment in a chart of accounts determines and account's type (for example, . asset, liability, and so forth).

Screen actions - CEA101D3-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Period table, CEA102D1

Use this application to create and maintain period tables and their individual periods.

Period tables are user-defined calendars that contain up to 998 user-defined accounting periods including up to one audit period. For example, a period table can be defined for a fiscal year, a quarterly reporting calendar, a five-year forecast, or a capital project. CEA reserves periods 0 and 999 for the Transfer Opening Balance process (to move opening balances into at the beginning of the year and to move closing balances into at the end of the year, respectively).

You select a period table to use with a ledger in the Ledger application. The period table you choose applies to all books created for that ledger. However, individual books are "opened" for a specific year.

Define a period table for a particular year though the year does not have to be 12 months. A period table must exist for a given year before a book can be opened for that year. Review the following considerations for a period table:

- Opening balance period. CEA requires the use of an opening balance period to store the beginning balances for all balance sheet accounts in the Transfer Opening Balances process. The opening balance period is period 0 which is automatically created.
- Closing balance period. CEA requires the use of a closing balance period to store the closing balances for all balance sheet accounts in the Transfer Opening Balances process. The closing balance period is period 999 which is automatically created. You can have multiple years and/or multiple budgets open simultaneously.
- Automatic period creation. CEA generates the individual periods for a period table that uses a Twelve Month Period calendar based on a user-defined start date. You can override the CEA-generated start and end dates for each period. The system adjusts generated periods for leap years.

Add or select a period table to maintain

Use the Period Table Listing screen, CEA102D1-01, to add a period table or to select a table to maintain.

Field descriptions - CEA102D1-01

Fields	Description
Act (2,A):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Period Table (10,A):	Specify a name to identify the period table. The combination of the Period Table and Year fields represents a unique period table.
Year (4,0):	Specify the year to which this period table applies.
View by (1,0):	Specify a value to determine the order in which the period tables are sorted. 0=By Period Table 1=Period Tables by Year

Screen actions - CEA102D1-01

Commands	Description
F13=Filters	Use the filter window to sort the list by period table name or by period table name and year. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Maintain the period table definition

Use the Period Table Definition screen, CEA102D2-01, to create and maintain period tables.

CEA requires an opening balance period to store the beginning balances for all balance sheet accounts in the Transfer Opening Balances process. The system automatically creates period 0, the opening balance period.

CEA requires a closing balance period to store the closing balances for all balance sheet accounts in the Transfer Opening Balances process. The system automatically creates period 999, the closing balance period.

Field descriptions - CEA102D2-01

Fields	Description
Period Table (10,A):	The screen displays the name of the period table for which you are defining a period.
Year (4,0):	The screen displays the year for which you are defining a period.
Description (30,A):	Specify a description for the period table.
Calendar (1,0):	Specify a value that indicates the type of calendar you want Infor LX to use to generate the period table.
	<p>Valid choices</p> <ul style="list-style-type: none"> <p>■ 0=Twelve Month Generate a table with periods on a monthly basis, beginning with the date entered in the start date field. Additional periods begin on the same day of the next month. This is the default option.</p> <p>■ 1=Thirteen Period Generate a table with 13, 28-day periods, which total 364 days, beginning with the date entered in the start date field. CEA does not generate periods automatically.</p> <p>■ 2=Other Generate a table with periods that represent a calendar other than 12 or 13 month constant periods. This would be used for a 4-4-5 calendar. CEA does not generate periods automatically.</p>
Number of Periods (3,0):	Specify the total number of regular periods for the period table. Do not include an audit period.
	This field is required if you choose the Thirteen Period or Other option. The default is 12.

- Start Date (8,0):** Specify the first day of the calendar for the year specified. This must be the first day after the last day of the previous period table year.
- Act (2,A):** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Period (3,0):** If you use a 12 Month calendar, with a start date of the first of the month, use F10=Generate; otherwise, specify the code that uniquely identifies the period being defined. Period values must be consecutive.

Screen actions - CEA102D2-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen.
F10=Generate	Automatically generate periods for 12 months, 12 periods, and start date of the first of the month. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Create or maintain periods in the period table

Use the Period Table Maintenance screen, CEA102D3-01, to create and maintain individual periods for a period table.

Note. If account balances are stored for a period, you can only maintain the Period Open To field.

Field descriptions - CEA102D3-01

Fields	Description
Period Table (10,A):	The screen displays the name of the period table for which you are defining a period.
Year (4,0):	The screen displays the year for which you are defining a period.

Period (3,0): The screen displays the code that uniquely identifies the period that you are defining. Period values must be consecutive.

Period Type: Specify the appropriate option to indicate the type of period:

Valid choices

■ **0=Regular**

Regular accounting period.

■ **1=Audit**

Audit period. You can use an audit period to adjust your year-end accounting balances without altering the financial information in the final regular accounting period. This allows you to produce accurate statements and reports for the final regular period even after making year-end audit adjustments. You can create one audit period per period table.

From Date (8,0): Specify the first day of the period. This must be the first day after the last day of the previous period. This date may not be earlier than the start date for the period table or the To Date for the previous period.

To Date (8,0): Specify the last day of the period.

Period Open To (1,0): Select the appropriate value to set the posting status of the period.

0=All Events

All valid journal entries are allowed.

1=All but Subsystem Event

Close the period to subsystem entries.

2=Reversing Journals Only

Close the period to all journal entries except reversing journal entries.

3=No Events

Close the period to all entries.

You can override the value specified here by the Period Close Override field on the Book screen of the Ledger application.

Screen actions - CEA102D3-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Account rules, CEA103D1

Account Rules, CEA103D, enables you to define and maintain account rules. Account rules identify the rules for combining segment values to form an account. Account rules are used to validate journal entries during posting. Account rules are also used to disallow segment values for a particular chart of accounts and optionally a ledger.

Rules have the following characteristics:

- Define rules for a chart of accounts and optionally a specific ledger.
- Define individual rules for segment values or combinations of segment values. The rule can include wildcards.
- Specify a start date for each rule. This allows you to set up rules in advance, for example, to bring a new company into CEA.

Select a chart of accounts to maintain

Use Account Rules Maintenance, CEA103D1-01, to select a chart of accounts.

Field descriptions - CEA103D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
Chart of Accounts (8,A):	Select the chart of accounts to view, revise, or create account rules.

Screen actions - CEA103D1-01

Commands	Description
F19=Execute	Execute the rules that are defined for the selected Chart of Accounts. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Execute rules

The system displays the Execute Rules window when you use F19=Execute. Use this window to specify a Chart of Accounts and to execute the rules that are defined for that chart.

Field descriptions - Execute Rules

Fields	Description
Chart of Accounts	Specify the chart of accounts for which you want to execute account rules. The account number must be a valid value in the Chart of Accounts master file.
Batch Run	Specify 1=Yes to execute the account rules in batch mode, that is, submit the job to the job queue. Specify 0=No to execute the rules interactively, that is, in real time.
Incremental Rules Processing	Specify 1=Yes to execute only those rules that have been changed or added since the last update of rules for this chart. Specify 0=No to execute all rules defined for this chart, regardless of when they were defined or whether they have been executed previously.

Screen actions - Execute Rules

Commands	Description
F6=Accept	Save your entries and process the job.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View or maintain account rule definitions

Use the Account Rules Definition screen, CEA103D2-01, to view, select, and revise the account rules for a Chart of Accounts. Use 13=Add Reject and 14=Add Allow to define Reject and Allow rules. Use 15=View Full String to display the full account string for this account rules record.

Field descriptions - CEA103D2-01

Fields	Description
Chart of Accounts (8,A):	Infor LX displays the Chart of Accounts that you specified on the previous screen.
Actions	<p>13=Add Reject</p> <p>Display the Account Rules Definition screen to define a reject rule for a chart of accounts.</p> <p>14=Add Allow</p> <p>Display the Account Rules Definition screen to define an allow rule to the reject rule currently selected.</p> <p>15=View Full String</p> <p>View the full account string.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
Ledger (8,A):	Specify a ledger to which this rule applies. If you leave this field blank, the rule is not applied to a specific ledger. Instead, it applies to all ledgers using that chart of accounts.
Segment (10,A):	Specify a Segment ID if the rule is defined for a specific segment.
Rule (10,A):	Specify a unique name to identify the account rule. If you are defining an allow rule for a reject rule, this field displays the name of the account rule. The reject

rule and any allow rules defined for the rule are further identified by the sequence number. Account rules are processed in the order of the account rule names.

Type	The system indicates the type of account rule: Allow or Reject.
Start Date	The system displays the beginning effective date of this account rule record.
End Date	The system displays the final effective date of this account rule record.
Sequence (3,0):	The system displays the CEA-assigned number that, together with the Account Rule field, uniquely identifies the reject and allow rules. .

Screen actions - CEA103D2-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen.
F13=Filters	Use the Filters window to specify the Ledger, Segment, and Account Rule that you want to display for possible maintenance. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter account rules

Use this screen to specify the Account Rule records that you want to display for possible maintenance. You can restrict the selection by Ledger, Segment, and Rule in any combination. Only those records that meet all the criteria are available for maintenance.

Review the following guidelines for defining segment values:

- You can have a blank segment only if it is an optional segment, or if the segment has a value of blank defined as a segment value, and blank is a valid value for the rule. If a rule contains a blank, then blank is the only value which will be matched. A blank is not a wildcard character, and it does not tell the program to ignore the field.
- You cannot use aliases in the segment fields.
- Wildcards are allowed in segment value fields. Use * to represent all values. Use the question mark (?) to represent any value for a single, specific position. For example, H?Y represents all three position values which start with H and end with Y.

Field descriptions - Filter

Fields	Description
Ledger (8,A):	To include account rule records that apply to a specific ledger, specify the ledger in this field. You can use wildcard characters.
Segment (10,A):	To include account rule records that apply to a specific segment, specify the segment in this field. You can use wildcard characters.
Rule (10,A):	To include records for a specific account rule, specify the unique name of the account rule in this field. You can use wildcard characters.

Screen actions - Filter

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View or maintain the account string

If you enter 15=View Full String in the Act field and press Enter, the system displays the full account string for this account rules record.

Field descriptions - Account string

Fields	Description
Segment Value	The system displays the segment value(s) specified for this account rules record.

Screen actions - Account string

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Define account rules

Use the Account Rules Definition - A screen, CEA103D3-01, to define account rules for a chart of accounts.

Field descriptions - CEA103D3-01

Fields	Description
Chart of Accounts (8,A):	The system displays the chart of accounts associated with the rule record you are maintaining.
Ledger (8,A):	The system displays the ledger associated with the rule record that you are maintaining.
Segment (10,A):	The system displays the segment, if any, associated with the rule record that you are maintaining.
Start Date	Specify the date on which the account rule and its exceptions become effective.
End Date	Specify the date until which the account rule and its exceptions are effective. The default end date for allow rules is the reject rule end date. You can change this date, but the end date for an allow rule must always be the same as or earlier than the end date for the corresponding reject rule.
Reject/Allow (1,0)	Infor LX indicates the type of account rule being defined. If you are adding an account rule, this value is 1=Reject. All rules start by rejecting values and

then adding them back. If you are adding an exception to an account rule, this value is 0=Allow. For each reject rule, you can enter many allow rules.

- Rule (10,A):** The system displays the unique identifier for an account rule and any exceptions defined to the rule. The reject rule and any allow rules tied to the reject rule are further identified by an account rule sequence number.
- Description (30,A)** Specify a description for this account rule. The system uses this description for identification in reports and inquiries.
- Sequence (3,0):** The system displays the CEA-assigned sequence number that, together with the Account Rule field, uniquely identifies the reject and allow rules. The Sequence number for reject rules is 0.

Screen actions - CEA103D3-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Maintain segment values

Use the Account Rules Definition - B screen, CEA103D3-02, to enter segment values for the reject rule or allow rule that you are defining.

Field descriptions - CEA103D3-02

Fields	Description
Chart of Accounts (8,A):	The screen displays the Chart of Accounts previously entered.
Ledger (8,A):	The screen displays the Ledgers that correspond with the Chart of Accounts previously entered
Segment (10,A):	The screen displays the segment, if any, specified in the initial Definition screen.
Rule (10,A):	The screen displays the Account Rule entered on the initial Definition screen.

Sequence (3,0): The screen displays the CEA-assigned number that, together with the Account Rule field, uniquely identifies the reject and allow rules. The Sequence number for reject rules is 0.

Segment Value: Use these fields to enter segment values for the reject rule or allow rule that you are defining.

Review the following guidelines for defining segment values:

- You can have a blank segment only if it is an optional segment, or if the segment has a value of blank defined as a segment value, and blank is a valid value for the rule. If a rule contains a blank, then blank is the only value which will be matched. A blank is not a wildcard character, and it does not tell the program to ignore the field.
- You cannot use aliases in the segment fields.
- Wildcards are allowed in segment value fields. Use * to represent all values. Use the question mark (?) to represent any value for a single, specific position. For example, H?Y represents all three position values which start with H and end with Y.

Note: If you enter a Segment ID in the Segment field on the Account Rules Definition screen, only the Segment to which the rule applies is available. If you do not enter a Segment ID in the Segment field on the Account Rules Definition screen, all segments defined for the Chart of Accounts are available.

Segments that are not defined to the Chart of Accounts are not available.

Screen actions - CEA103D3-02

Commands	Description
F6=Accept	Save the changes that you entered on this screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Alias definition, CEA104D1

Use Alias Definition, CEA104D1, to create and maintain aliases. An alias is an optional shorthand representation of segment values or groups of segment values for a specific chart of accounts. For example, the alias "CASH" may be used to represent the account "NA. .10001.01".

An alias may represent the complete account and contain segment values for all segments in its chart of accounts. An alias may also represent any number of contiguous segments in a chart of accounts (a partial account). Aliases are translated into segment values during Events Processing. Aliases may not contain wildcard characters (? and *), equal signs (=) or quotation marks (" "). However, blanks defined as valid values for a segment may be used in an alias.

Note. To use an alias on a model line or journal line in Events Processing, you must enclose the alias in quotes (for example, 10."CASH".PENS).

Aliases are resolved during Events Processing. If account validation encounters an alias, it resolves that alias. For example, if Segment 1 contains Alias 1 which defines three segments, account validation will resolve Alias 1 for Segments 1, 2, and 3. An error message will be returned if you enter overlapping aliases.

Note. Once you define an alias, the Alias, Chart of Accounts, and Macro fields are for reference only and you cannot maintain them.

Add or select an alias

Use the Alias List screen, CEA104D1-01, to add an alias or to select an alias to maintain.

Field descriptions - CEA104D1-01

Fields	Description
Act (2,A):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Alias (10,A)	<p>Specify a unique value to identify the alias.</p> <p>When Events Processing encounters an alias in a segment on a model line, the values entered in the Segment Values group box will be placed in the corresponding segment values in the resulting journal entry line.</p>
Macro (10,A)	<p>Specify the name of a macro that will copy the subsystem values into the journal entry line. When a macro is included on an alias, the alias becomes an advanced macro, because it is a combination of an alias and a macro.</p> <p>When a segment on a model line contains an advanced macro, subsystem processing executes the macro program, retrieves the related subsystem transaction value, and retrieves a record from the Alias file. The Alias record retrieved will have an alias equal to the value returned from the macro, and</p>

the name of the macro in the Alias record will be the same as the macro just resolved. Finally, the corresponding segment values will be placed in the resulting journal entry line.

Note. If advanced macro values retrieved by the macro program are greater than ten bytes, they will be truncated to ten bytes, the length of the alias field.

Chart (Chart of Accounts) (8,A)

Specify a chart of accounts for which the alias is defined.
The system populates the Segment Values fields based on this selection.

Description (30,A)

Specify a description for the alias.

Screen actions - CEA104D1-01

Commands

Description

F13=Filters

Display the Filters window and specify the sort criteria for the list screen.
All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or maintain an alias definition

Use the Alias Definition screen, CEA104D2-01, to maintain the segment values and other information that define an alias.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Note. Once you define an alias, the Alias, Chart of Accounts and Macro fields are for reference only and you cannot maintain them.

Field descriptions - CEA104D2-01

Fields

Description

Alias (10,A)

Specify a unique value to identify the alias.

Macro (10,A)

Specify the name of a macro that will copy the subsystem values into the journal entry line.

Chart (Chart of Accounts) (8,A)	Specify a chart of accounts for which the alias is defined. The system populates the Segment Values fields based on this selection.
Description (30,A)	Specify a description for the alias.
Value (16,A)	Specify the segment value to be used for this Alias.

Screen actions - CEA104D2-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Ledger, book and journal source, CEA105D1

Use Ledger, Book and Journal Source, CEA105D1, to create and maintain ledgers, their books, and their journal sources.

Ledgers are defined by a chart of accounts and a period table. Ledgers contain books, which are defined by a year and a currency. Journal sources are defined to books.

You can use this program to copy books to create new books and to set options for transferring balances between books. You can also use this program to transfer opening balances for a book from one year to the next.

Note. In a book, you can have multiple years and/or multiple budgets open simultaneously.

Ledgers represent the organizational entity in CEA. When you define a ledger you select the period table, chart of accounts and books to use with the ledger. Examples of ledgers are: North America, Europe, and Corporate. A ledger contains one chart of accounts and one period table.

You can also define companies as ledgers.

Use books to maintain different types of information within a ledger. Each book in a ledger uses the ledger's period table and chart of accounts. Additional information that you specify for a book includes period close override, currency, journal numbering options, and book close status.

Define journal sources for each book. The journal source identifies journal entries that are created for a book.

Define books for a specific ledger. For each book, choose: a name, description, year, currency, and journal numbering options. Initiate the Transfer Opening Balances process for a book. This process transfers account balances from one book to another.

Note. A ledger cannot be maintained with two exceptions; you can update the Description and the Retained Earnings fields at any time.

Add or select a ledger

Use the Ledgers/Books/JE Source Maintenance screen, CEA105D1-01, to add a ledger or to select a ledger to view or maintain.

Field descriptions - CEA105D1-01

Fields	Description
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Ledger (8,A):	<p>Specify a ledger for the event sequence.</p> <p>If Retained Earnings is selected in the Event Origin field on the Event Directory screen, this field is not available. In a retained earnings event the CEA enters the ledger when the Transfer Opening Balances process is performed.</p>

Screen actions - CEA105D1

Commands	Description
Standard screen actions	<p>All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Add, copy, or revise a book or ledger

Use the Ledger Definition screen, CEA105D2-01, to maintain a Ledger definition. You can also add a book to the ledger or maintain an existing book. To add a book for a new year, select the book for the current year and copy it, using the 3=Copy action.

The Copy action performs the following operations:

- Sets the Internal Counter Number on the new book to the source book's next number value if the source book uses the Internal Counter option and the Counter Record option is selected for the source book.

- Copies journal sources from the source book.
- Displays the new book on the Ledger screen after you press Enter. You can maintain your new book and the journal sources for the new book.

Note. A ledger cannot be maintained with two exceptions: you can update the Description and the Retained Earnings fields at any time.

Field descriptions - CEA105D2-01

Fields	Description
Ledger (8,A):	The screen displays the name of the ledger that you selected on the previous screen.
Description (30,A):	Specify a description for the ledger.
Period Table (10,A):	Specify the period table for the ledger. You cannot revise this field after you create the ledger.
Balancing Point:	<p>Specify the balancing point for the ledger. The balancing point must be one of the segments in the ledger's chart of accounts.</p> <p>For all books with Balanced set to 1=Yes, CEA requires all entries posted to that ledger's books to be in balance (debits equal credits) for each segment value to the left of and including the balancing point segment. The balancing point is only enforced if the book is designated as Balanced. Set the Balanced flag on the Book Definition screen, CEA105D3-01.</p> <p>The Transfer Opening Balances process generates a retained earnings journal entry using the ledger's retained earnings event, for each segment value within the balancing point. You cannot revise this field after you create the ledger.</p>
Chart of Accounts (8,A):	Specify the chart of accounts for the ledger. You cannot revise this field after you create the ledger.
Retained Earnings (10,A):	<p>Specify the retained earnings event to use during Transfer Opening Balances.</p> <p>The retained earnings event contains a retained earnings model that contains the retained earnings accounts to which the revenue and expense accounts' offset will be closed during the Transfer Opening Balances process.</p> <p>If this field is populated, the F10=Transfer screen action is available on the Book Definition screen, CEA105D3-01.</p>

Line Actions

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

The Copy action opens the Copy Options window. This window displays the ledger, book, and year for the source book. Specify the book, year, and ledger description for the target book.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

The Copy action opens the Copy Options window. This window displays the ledger, book, and year for the source book. Specify the book, year, and ledger description for the target book.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Book (10,A):

Specify a book that is defined for the ledger. If you are copying a book, specify the name of the new book.

Year:

Specify the year to which the Book applies. If you are copying a book, specify the year for the new book.

Screen actions - CEA105D2-01

Commands

Description

F6=Accept

Save the changes that you entered on this screen.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or maintain a book definition

Use the Book Definition screen, CEA105D3-01, to create and maintain books and journal sources. We recommend that you create a book in your reporting currency that only contains transactions that are processed in that currency. You can then isolate the currency fluctuation exposure for that currency.

You cannot maintain books after journal entries are created for the book, including journal entries created during the Transfer Opening Balances process with the following exceptions:

- You can add journal sources to a book at any time.

- You can update the Description, Book Closed, and Period Close Override fields.

If you specified a Retained Earnings event on the previous screen, then this screen includes the F10=Transfer screen action. Use the Transfer window to transfer account balances for a book from one year to a book for another year. You can perform the transfer operation more than once. The transfer process posts two journal entries, the Source Book entry and the Target Book entry.

For the Source Book, the transfer process closes revenue and expense account balances and posts them to the retained earnings account. The entry is posted to period 999.

For the Target Book, the transfer process rolls asset, liability, and retained earnings account balances into the new year. For each asset and liability account, the program calculates the year-end balance by calculating the net of the debit and credit balances. The program then creates a journal line for each asset and liability account that has a non-zero balance. Statistical amounts and accounts are optionally transferred. This process also occurs for the net of the retained earnings debits and credits. Finally, CEA writes one journal entry line for each balancing point combination. This entry is posted to period 0.

After the transfer is complete, the Target Book contains opening balances for the following accounts:

- Asset, liability and capital accounts rolled over from the Source Book
- Statistic amounts on balance sheet accounts from the Source Book if the Transfer Statistics option is Yes (1).
- Retained Earnings for each balancing point
- Statistic amounts on statistical accounts copied from the Source Book if the Transfer Statistic Accounts option is Yes (1).

Field descriptions - CEA105D3-01

Fields	Description				
Book (10,A):	The screen displays the Book entered on the previous screen, CEA105D2-01. The combination of the Book and Year fields defines a unique book.				
Year (4,0):	The screen displays the year that you specified on the previous screen, CEA105D2-01. If you are transferring data to another book, specify the year for the target book.				
Description (30,A):	Specify a description for the book.				
Ledger (8,A):	The screen displays the ledger for which the book is defined.				
Balanced:	Valid options are: <table border="1" style="margin-left: 20px;"> <tr> <td>1</td> <td>Yes</td> </tr> <tr> <td>0</td> <td>No</td> </tr> </table>	1	Yes	0	No
1	Yes				
0	No				

Each book within a ledger is designated as balanced or not balanced. If this option is 1=Yes, CEA requires that journal entries posted to a book be in balance. For example, debits equal credits must balance for each segment value within the balancing point segment.

If a book is designated as non-balanced, CEA does not enforce the ledger's balancing point for that book.

Book Closed:

This field indicates whether or not a book is open for posting journal entries.

0=No, the book is open.

1=Yes, the book is closed.

A book may be closed during the Transfer Opening Balances process. If the Close Book option is selected when you execute the Transfer Opening Balances process, upon successful completion of that process, the Book Closed field will be set to Yes. A book that is closed can be re-opened or closed at any time by selecting No or Yes .

Period Override Close:

Select the appropriate option to identify the period or periods that are open for posting within a book and year. This field overrides the period status set in the Periods program. Valid options are:

0=None

No override. The ability to post journal entries is based solely on the Period Open field in the Period Tables program.

1=Current

Journal entries can be posted to the current period even if it is closed.

2=Prior

Journal entries can be posted to the current period or the period immediately prior to the current period even if those periods are closed.

3=All

All journal entries can be posted.

Note. This option affects posting to regular periods only. A book's audit period is not affected by this option. You can post journal entries to a

book's audit period at any time as long as both the book and the period are open and you use an event origin of audit.

Override Exchange Rate:

Specify 1=Yes to indicate that the event sequences that use this book will use the exchange rate entered in the Infor LX Subsystem to create journals in transaction currency for this book.

If you specify 0=No, event sequences that use this book will use the exchange rate created in the CEA Currencies application.

Journal Number Reset: If journal entries are automatically numbered by CEA, then this option defines when the journal numbers are reset.

The options are:

0=Period

Journal numbers are reset for a book every period.

1=Annual

Journal numbers are reset for a book each year. This is the default.

You can override automatic journal numbering at the journal model level. When automatic journal numbering is turned on, CEA uses the next number available for that book and journal source. The Journal Number Reset option determines when the automatic journal number is reset.

Currency: Specify the base currency for the book. The base currency is the currency in which the system maintains all activity and balances.

Rate Type: Specify the default rate type for Events Processing for the book.

Note. You can override foreign currency rate types if transactions are subject to foreign exchange contracts or if other rate types are applicable during Events Processing.

Internal Counter: Specify whether a unique, sequential number is applied to journal entries created for a book during posting of events. The internal counter is separate from the journal entry number. (You create journal entry numbers prior to posting.) You cannot maintain the internal counter. It is intended for use as an audit trail and to ensure accountability for all journal entries.

Specify the type of internal counter to be assigned to a specific book's journal entries at the time of posting. The four types are Book,

Journal Source Annual, Journal Source Period, or None. The default is None.

The options are:

0=None

The internal counter is not used. This is the default option.

1=Book

The internal counter is assigned at the book level.

2=Annual

The internal counter is assigned at the Journal Source annual level.

3=Period

The internal counter is assigned at the Journal Source period level and resets every period. This applies to regular periods, the periods 0 and 999, and audit.

Use Year/Period:

Specify 1=Yes to include the year and period within the internal counter number for tracking purposes. This option is only available if you selected Book, Annual, or Period in the Internal Counter field. The internal counter starts numbering from 1.

For example, if the book year is 2006 and the Internal Counter type is Book or Annual, the internal counter number begins with 06000000001.

Next Number:

This option indicates the next internal counter number that CEA will assign to a journal entry posted to a specific book. By default, this number starts at 1 and is not maintainable. If you selected the Use Internal Counter Year/Period option, this number begins with the last two digits of the year.

Note. If you selected Period in the Internal Counter field, and you selected Use Year/Period, then the internal counter number includes the two digit period following the last two digits of the year. However, the number does not display in the Next Number field in this format.

After a book contains journal entries, this field displays the next internal counter number to be assigned to a journal entry posted to the book.

Note. This number is only accurate as the next number to be assigned if you selected Book in the Internal Counter field. If you selected Annual or Period, the number in this field reflects only the starting internal counter number.

Act (2,A):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Journal Source (2,A):

The screen displays the journal sources that have been defined for a book.

Use the Create, Revise, and Delete line actions to maintain the journal sources for a book.

- Period:** The screen displays the period field only if the Book Internal Counter is set to use Journal Source Period or the Book Journal Number Reset is set to Period. If the book is using either or both period options, journal source records can be maintained by period. However, there is no need to create the journal source for each period. Adding a new journal source will create a record for a blank period, which will serve as the default. As journals are posted to new periods, the default journal source record will be copied to create period specific records. Each period specific journal source may have an independent summarization option.
- Transfer Statistics:** If you use F10=Transfer, the system displays the Transfer window. This option applies to the Statistical field on account balance records with an account type of asset, liability, or retained earnings.
- Specify 1=Yes to transfer forward into the next year the amount in the statistical field. This will transfer the statistical field amount even if the actual debit and credit balances are zero.
- If you specify 0=No, the statistical amounts in these accounts will not be carried forward.
- Transfer Statistics Accounts:** If you use F10=Transfer, the system displays the Transfer window. This option applies to the Statistical field on account balance records with an account type of statistics.
- Specify 1=Yes to transfer these statistical amounts into the next year. If you specify 0=No, the statistical amounts in these accounts will not be carried forward.
- Close Book:** If you use F10=Transfer, the system displays the Transfer window. Specify 1=Yes to close the source book. The Close Book option updates the Book Closed option on the Book Definition screen for the source book.
- To reopen a book that has been closed, change the Book Closed field in the Book Definition screen from 1=Yes to 0=No.
- Batch Processing:** If you use F10=Transfer, the system displays the Transfer window. Specify 1=Yes to process the book transfer in batch mode. Specify 0=No to process interactively.

Screen actions - CEA105D3-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen.
F10=Transfer	<p>Open the Transfer Opening Balances screen. Use this screen to execute a program to update balances from one book into another book. You can perform this operation more than once.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Add or maintain journal sources

Use the Journal Source Definition screen, CEA105D4-01, to create and maintain journal sources for a book.

Field descriptions - CEA105D4-01

Fields	Description
Ledger (8,A):	The screen displays the ledger for which the book is defined.
Book (10,A):	The screen displays the Book entered on the previous screen, CEA105D2-01.
Year (4,0):	The screen displays the Year that you specified on the previous screen, CEA105D2-01.
Source (2,A):	The screen displays the two digit code that uniquely identifies the journal source being defined.
Period:	The screen displays the period field only if the Book Internal Counter is set to use Journal Source Period or the Book Journal Number Reset is set to Period. If the book is using either or both periods, journal source records can be maintained by period. However, there is no need to create the journal source for each period. Adding a new journal source will create a record for a blank period, which will serve as the default. As journals are posted to new periods, the default journal source record will be copied to create period

specific records. Each period-specific journal source may have an independent summarization option.

Summarization:

Specify an option to summarize all resolved subsystem model lines that have matching account strings.

Valid choices

- **0=None**
Do not summarize.
- **1=Summary Only**
Summarize but do not save detail.
- **2=Summary with Detail**
Summarize and save detail.

Screen actions - CEA105D4-01

Commands

Description

Standard screen actions

All screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Period table maintenance window

If you prompt for a value in the Period Table field, Infor LX displays the Period Table Maintenance window. This window displays a list of available period tables, from which you can select a value to return to the record displayed in the previous window.

Select a period table

This window displays a list of available period tables, from which you can select a value to return to the record displayed in the previous window.

Field descriptions - period table maintenance

Fields	Description
Act (2,0)	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Period Table (10,A):	Specify the period table that you are searching for.
Description (30,A):	The screen displays a description of the period table.

Screen actions - period table maintenance

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Account cross reference, CEA106D1

Use the Account Cross Reference Maintenance application to select an Account Cross Reference record to Revise or Display.

Select an account cross reference

Use the Account Cross Reference Selection screen, CEA106D1-01, to access the GCR file and to make the following updates:

- Validate or Invalidate an existing GCR record.
- Change the Effective Date range for the record.
- Change Natural Account Type
- Determine whether or not the record is updated when the account rules are executed.

Field descriptions - CEA106D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,A):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

Screen actions - CEA106D1-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Account Cross Reference Filters

Use this screen to filter the Account Cross Reference Selection screen.

Only records meeting all criteria display in the selection screen.

Field descriptions - Filter

Fields	Description
Chart of Accounts (8,A):	Specify the chart of accounts associated with the records that you want to view.
Ledger (8,A):	Specify the ledger associated with the records that you want to view.
Beginning Date (8,0):	Specify a beginning date to display all records from the beginning date forward.
Ending Date (8,0):	Specify an ending date to display all records up to that date.
Status (1,0):	Filter on which status or statuses you would like to see. Valid options are: Blank=All

View both valid and invalid account records.

0=Valid

View only valid records.

1=Invalid

View only invalid records.

Order By: Specify a sort option. Valid options are:

0=Chart of Accounts

1=Effective Date

User Update Records: Specify whether or not to view records that were last updated manually. Valid options are:

0=All

1=View only records that were last updated manually

Segment: The screen displays the segments within the chart of accounts for the selected account cross reference record.

Account Value: Specify the segment values to use to sort the account cross reference records. Wildcards (*) are accepted in these fields.

Screen actions - Filters

Commands	Description
F6=Continue	Continue to the first screen, CEA106D1-01. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View or update an account cross reference record

Use the Account Cross Reference Maintenance screen, CEA106D2-01, to view and or update the Account Cross Reference record chosen from the previous screen.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA106D2-01

Fields	Description
Chart:	The screen displays the chart of accounts associated with the record.
Ledger:	The screen displays the ledger associated with the record.
Internal Account Number:	The screen displays the internal account number associated with the record. The default value is from the GCR record.
Description (100,A):	The screen displays the natural account description. You can edit this field.
Posting Status:	Specify whether the record can be posted to or if there is a rule that prevents posting to it. Valid options are: 0=Valid, accounts can be posted to this record. 1=Invalid, accounts cannot be posted to this record.
Update when Account Rule executed:	Specify whether or not the record will be updated when the Execute Rules function is run from the Account Rules application. Valid options are: 0=Update 1=Do no update.
Beginning Date:	Specify a beginning date. This is the date that the Status for the record is effective.
Ending Date:	Specify an ending date. This is the end date for the record Status.
Natural Account Type:	The screen displays the natural account type. This type is determined when the natural account is created in the Segments application.
Account Segments:	The screen displays the account string for the current record being revised or displayed.

Screen actions - CEA106D2-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen.
F9=Segment Value Descriptions	Display the Segment Value Descriptions in a separate window.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Macro definition, CEA107D1

Macros are used by Advanced Transaction Processing to retrieve subsystem transaction information into a journal entry during model resolution. For example, macros are used to move invoice amounts, dates, and vendor information into the journal entry.

Enter macros at the model line level during model setup. The use of this user-defined integration approach provides you the flexibility to customize the integration between Infor LX subsystems and CEA.

To place a segment value or reference macro in a model line, enter the macro name preceded by an equal sign (=), for example, =LINECO. Do not use an equal sign if you enter a macro into a field specifically designated as a macro. Enter date macros on the Model Line Maintenance or Analysis Fields screen. See the Models help for more information on entering macros on the model line.

A macro may be used in place of almost any part of a journal entry, including the amount values, an account string, or a reference field. The exceptions are that Notes and Analysis Numeric fields may not contain macros.

As each transaction is processed, any macros in the model line definitions will be resolved. The defined macro program for each will be executed or the value will be retrieved from a process data structure and a value will be returned to the journal line.

A macro definition includes the name and description of the macro, and data that tells the Advanced Transaction Processing engine precisely what information the macro is intended to retrieve (e.g., subsystem transaction file and field name).

Infor LX includes predefined macros for the current Infor LX programs.

Add or select a macro

Use the List Macros screen, CEA107D1-01, to add a macro or to select a macro to maintain.

Field descriptions - CEA107D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Macro (10,A):	Specify the macro name to create a new macro or to search for a macro.
Description (30, A)	The screen displays the macro description.
Subsystem Origin (2,0)	The screen displays the Subsystem Origin of a particular transaction. The following are valid Subsystem Origins: <ul style="list-style-type: none"> ■ Batch Transactions ■ Cartera ■ Customer Drafts ■ Customer Invoice ■ Customer Payment ■ Inventory Processing ■ Labor Tickets ■ Promotion Processing ■ Revaluation Payables ■ Revaluation Receivables ■ Shared (This is the default) ■ Vendor Drafts ■ Vendor Invoice ■ Vendor Payment
Status	The screen displays the status which can be Active or Inactive.
Account Segment Value: (1,0) (Y/N)	This value indicates whether or not a macro returns a value formatted as a journal entry Account String. A macro can return a value formatted as an Account String, an Amount, a Date, or a Reference field. Valid values are: 1=Yes, the macro returns a value formatted as a journal entry Account String.

0=No.

In some cases, more than one of these can apply, for example, an amount value may also be valid as a reference field. Define this option in the Macro Definition screen.

Amount: (1,0) (Y/N)

This value indicates whether or not a macro returns a debit or credit value formatted for an amount field. A macro can return a value formatted as an Account String, an Amount, a Date, or a Reference field. Valid values are:

1=Yes, the macro returns a debit or credit value formatted for an amount field.

0=No.

In some cases, more than one of these can apply, for example, an amount value may also be valid as a reference field. Define this option in the Macro Definition screen.

Date: (1,0) (Y/N)

This value indicates whether or not a macro returns a value formatted for a Date field. A macro can return a value formatted as an Account String, an Amount, a Date, or a Reference field.

1=Yes, the macro returns a value formatted for a Date field.

0=No.

In some cases, more than one of these can apply, for example, an amount value may also be valid as a reference field. Define this option in the Macro Definition screen.

Reference: (1,0) (Y/N)

This value indicates whether or not a macro returns a value formatted for a reference field. A macro can return a value formatted as an Account String, an Amount, a Date, or a Reference field.

1=Yes, the macro returns a value formatted for a reference field.

0=No.

In some cases, more than one of these can apply, for example, an amount value may also be valid as a reference field. Define this option in the Macro Definition screen.

Screen actions - CEA107D1-01

Commands	Description
F11=Fold	Display the following additional fields for each macro: Account Segment Value, Amount, Date, and Reference.
F13=Filters	<p>Filter the Macros to view based upon the Macro, Subsystem, and the order in which they are presented. You can order the list by macro or by subsystem.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Filter the macro list

Use the Filters window to reorder the list of macros.

Field descriptions - Filter

Fields	Description
Macro (10, A)	To view records for a specific macro, specify the macro name. Wildcard characters are allowed.
Subsystem	To view records for a specific subsystem origin, specify the subsystem origin in this field.
View by	To view records in a particular sequence, specify 0=By Macro or 1=By Subsystem.

Screen actions - Filter

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a macro definition

Use the Macro Definition screen, CEA107D2-01, to create and maintain macros. Infor LX includes predefined macros for the files and fields within existing Infor LX programs. You can display these macros and you can create your own macros.

Source Group Fields

Define source in the following source fields:

- Parameter List
- File
- Field

The functions that you define on the Macro Function screen, CEA107D2-02, are processed on this source. At least one record for a specific file and field combination must exist on the GXM file.

Target Group Fields

These fields define the length of the macro.

Use Macro As Fields

The fields in this group determine how the macro can be used and where the macro can be placed in the model line. For example, if the macro returns a date, it can only be placed in a date macro field.

The Account Segment Value, Amount, and Date fields are mutually exclusive. The Reference field can be either Yes or No regardless of the setting in the other fields. You must select at least one option in this group.

Field descriptions - CEA107D2-01

Fields	Description
Macro: (10,A)	If you are creating a new macro, specify the macro name.
Description: (30, A)	Specify the macro description.
Subsystem Origin: (2,0)	Specify the Subsystem Origin for which the macro is valid.

Specify Shared for macros that are valid for more than one subsystem origin.

During model setup, you can enter macros on the model line if the macro's subsystem origin matches the model's subsystem origin. However, you can use macros with a subsystem origin of Shared for all models. Valid values are:

- Batch Transactions
- Cartera
- Customer Drafts
- Customer Invoice
- Customer Payment
- Inventory Processing
- Labor Tickets
- Promotion Processing
- Revaluation Payables
- Revaluation Receivables
- Shared (default)
- Vendor Drafts
- Vendor Invoice
- Vendor Payment

Source - Parameter List Select this option if the field that the macro retrieves is from the process data structure. When creating configurable macros, do not select this field if you are performing an operation with a process data structure field and a file field. The file field must be defined as the source field and the process data structure field as the operand macro.

Source - File (10, A): Specify the name of the master file from which the macro retrieves information. This field is required if Parameter List is No.

Source - Field: (10, A) Specify the field to retrieve from the file listed or the parameter list.

The file and field combination must exist on the macro cross reference file (GXM) for the selected subsystem.

When creating new macros, do not enter a field from the process data structure if you are performing an operation with a process data structure and a file field. The file field must be the source field. Define the process data structure field as the operand macro.

Target - Length: Specify the total length of the macro that you are defining if the macro is one of the following types:

- Regular macro
- Result of an arithmetic operation

- Result of a special operation
- Substring of a field

If the macro is a result of a concatenation, this is the number of spaces between the two values. This field must be blank if the defined macro is a result of a concatenation-fixed.

Target - Decimals: Specify the number of decimals in the field that the macro retrieves.

Use Macro As - Segment Value: (1,0) Specify this option to indicate that the macro returns a value to be used as a whole or partial journal entry account string.

Use Macro As - Amount: (1,0) Specify this option to indicate that the macro returns a debit or credit value to be used in an amount field. You can also use amount macros in Statistic fields.

Use Macro As - Date: (1,0) Specify this option to indicate that the macro returns a value to be used in a Date field.

Use Macro As - Reference: (1,0) Specify this option to indicate that the macro returns a value to be used in a reference field.

Line Type: (3,0) This field contains a value only when the following conditions are fulfilled:

- Use Macro as Amount option is selected.
- Subsystem Origin is Vendor Invoice, Batch Transactions, or Shared.

When the Subsystem Origin is Vendor Invoice, the macro retrieves amounts from the ASD file. Valid line types are listed below:

- Distribution Summary 1
- Distribution Summary 2
- Distribution Summary 3
- Distribution Summary 4
- Distribution Summary 5
- Additional Expense
- Current Tax
- Purchase Order Reversal
- Inventory Receipt Reversal
- Commodity Receipt Reversal
- Inventory Item Purchase Price Variance
- Commodity Purchase Price Variance
- Discount Available
- Discount Taken
- Inventory Receipt
- Commodity Receipt
- Unmatched Receipts 1

- Unmatched Receipts 2
- Unmatched Receipts 3
- Unmatched Receipts 4
- Unmatched Receipts 5
- Accounts Payable
- Nondeductible Tax
- Offset Nondeductible Tax
- Inventory
- Commodity
- Special Charge
- Accrued Liability
- Tax Paid Adjustment

When the Subsystem Origin is Batch Transactions, the macro retrieves amounts from the GBL file, and the valid line types are Batch Transactions (30-39).

Note: The macro definition screen uses the Subsystem Origin value to select the correct Line Type record from the Line Type file (GLT).

Screen actions - CEA107D2-01

Commands	Description
F16=Functions	Open the Macro Functions Window. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update macro functions

Use the Macro Functions screen, CEA107D2-02, after you define the source file and field in the Macro Definition screen. The Macro Functions screen enables you to define the numeric or special operation that processes the defined source field.

Source

The fields in the Source group determine where the macro result is retrieved.

Operations

Select Arithmetic, Character, Special, or a combination of Arithmetic and Special.

Your selection defines the type of operation the ATP engines perform over the defined source field.

All three operations (arithmetic, character, or special) are valid for defined macros that are numeric. Only the character operation is valid for the defined macros that are alphanumeric.

Use the following calculation for model resolution:

Returned value = defined source field (operation) operand

Operand

There are two types of operand, a numeric constant value, or a macro.

For numeric operations, you can enter either a value or a macro. For character operations you can only enter a macro. The system does not allow imbedded configurable macros, therefore the operand macro has to be regular macro.

Field descriptions - CEA107D2-02

Fields	Description
Source - File	The screen displays the File name.
Source - Field	The screen displays the Field name.
Source - Attribute	The screen displays the attribute for the File/Field.
Operations - Arithmetic 1 (1,A)	<p>Use Arithmetic 1 for numeric operations. Select the numeric option that the system performs over the defined source field and the value or macro entered in the operand fields. Valid options are:</p> <p style="margin-left: 20px;">+</p> <p style="margin-left: 20px;">Add the defined source field with the operand value or macro.</p> <p style="margin-left: 20px;">-</p> <p style="margin-left: 20px;">Subtract the operand value or macro from the defined source field.</p> <p style="margin-left: 20px;">*</p> <p style="margin-left: 20px;">Multiply the defined source field with the operand value or macro.</p> <p style="margin-left: 20px;">/</p> <p style="margin-left: 20px;">Divide the defined source field by the operand value or macro.</p>
Operations - Arithmetic 2 (1,A)	<p>Use Arithmetic 2 for numeric operations. You can enter a value in this field if the Macro Operand 2 field is populated. Specify the numeric option that the system is to perform. The system performs the selected operation over the defined source field and the value or macro entered in the operand fields. Valid options are:</p>

0=No, do not perform a numeric operation.

1=Add the defined source field with the operand value or macro.

2=Subtract the operand value or macro from the defined source field.

3=Multiply the defined source field with the operand value or macro.

4=Divide the defined source field by the operand value or macro.

Operations - Character Specify a character for the concatenation and substring special operations. Select the special operation the system is to perform. If you are concatenating two fields, specify a value in the macro operand field. Valid values are:

0=None

The macro does not include concatenation.

1=Concatenate

Concatenate the defined source field with the macro operand. The concatenation process drops trailing blanks from the source field. Use this with field size to place a fixed number of spaces between the two fields.

2=Concatenate - Fixed

This option concatenates the defined source field with the macro operand. The concatenation process retains trailing blanks from the source field. Field length is not available for Concatenate-Fixed.

3=Substring

Use this with the start position and field size to select a portion of the defined source field. In the start position, enter the starting position to start retrieving a value. In the field size, enter the number of characters to retrieve.

Operations - Special (3,0) Special is for user date formats and to calculate absolute values for debit and credit resolution. Select the specific special process. Valid options are:

0=None.

The macro does not include a special operation.

1=Value Less than Zero

Retrieve the value if it is less than zero. The system then multiplies this value by negative 1.

2=Value Greater Than Zero

Retrieve the value if it is greater than zero.

3=Date in User Format

Format the date, when used as a reference or analysis field, as specified in the system parameters file. Do not select this option for dates used in date macro fields. Date macro fields are always stored as YYYYMMDD.

Operations - Start Position (3,0) If you select substring as the character process, specify the start position to retrieve part of a field for the operation. For example, enter 7 to retrieve the last four values from a ten character field

Operations - Length This value defaults from the macro definition screen. You can edit this field if you select concatenate or substring as the character operation.

If you concatenate two fields, specify the number of spaces required between the two fields. You can do this only for Concatenate.

If you select a substring, specify the number of characters you want to retrieve from the field.

Operand - Value (15,2) Specify a numeric constant value for use as an Operand.

Operand - Macro 1 (10,A) Specify a Macro for use as an Operand.

Operand - Macro 2 (10,A) Specify a Macro for use as an Operand.

Screen actions - CEA107D2-02

Commands	Description
F6=Accept	Save the information you entered on the screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Model setup, CEA108D1

Use the Model Setup, CEA108D1, to create and maintain models. Models become journal entries during Events Processing.

Add or select a model definition

Use the Model Definition List Panel, CEA108D1-01, to create a new model or to select an existing model to maintain.

Field descriptions - CEA108D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (Action Code) (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Model (10,A):	Specify a unique name to identify the model.
Description (30,A):	The screen displays the descriptions for existing models.
Chart (8,A):	The screen displays the Charts of Accounts for existing Models.
Subsystem Origin:	The screen displays the Subsystem Origins for existing Models.

Screen actions - CEA108D1-01

Commands	Description
F11=Fold/Unfold	Display additional fields.
F13=Filters	Specify selection criteria. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filters

Use the Filters screen to specify the records you want to view in the Model Definition List Screen. Only those records that meet all the criteria you specify will be displayed.

The values you specify in these fields are saved when you exit the application. These values appear as the defaults the next time you access this filter.

Field descriptions - Filters

Fields	Description
Model (10,A):	To view records for a specific model, specify the unique model name. Wildcard characters are allowed, and * is the default.
Chart of Accounts (8,A):	To view model records for a specific chart of accounts, specify the chart of accounts. Wildcard characters are allowed, and * is the default.
Journal Source (2,A):	To view model records with a specific journal source, specific the journal source. Wildcard characters are allowed, and * is the default.
Subsystem Origin:	<p>To view model records with a specific subsystem origin, specify the subsystem origin. The default is All (*) subsystem origins.</p> <p>The following are the valid Subsystem Origins values:</p> <ul style="list-style-type: none">■ Batch Transactions■ Cartera■ Customer Drafts■ Customer Invoice■ Customer Payment■ Inventory Processing■ Labor Tickets■ Promotion Processing■ Revaluation Payables■ Revaluation Receivables■ Trade Funds Processing■ Vendor Drafts■ Vendor Invoice■ Vendor Payment
Sort Sequence:	<p>Specify an option to sort the records. The options are:</p> <p>1=Models</p> <p>2=Models by Chart of Accounts</p> <p>3=Models by Subsystem Origin</p>

Screen actions - Filters

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a model

Use the Model Maintenance screen, CEA108D2-01, to create and maintain models. Models become journal entries during Events Processing.

Use the list at the bottom of the screen to create and maintain model lines for the model.

Field descriptions - CEA108D2-01

Fields	Description
Model (10,A):	The screen displays the unique name that identifies the model.
Description (30,A):	Specify a description for the model.
Chart of Accounts (8,A):	Specify the chart of accounts to which this model will be applied. Note. The chart of accounts specified in this field is used for all subsequent account entry and validation. You cannot change the model's chart of accounts once you have accepted the model.
Generate Number (0=No, 1=Yes):	Select 1=Yes to automatically number journal entries created from this model. CEA assigns the next available journal number from the journal source record for the event's ledger, book, year, and, optionally, period during Events Processing.
Journal Entry - Journal Source (2,A):	Specify the journal source for the model. Infor LX uses this value for the first two characters of the journal number for the journal entries created with this model.
Journal Entry - Journal Number (7,0):	If Generate Number is 0=No, specify a number to identify the journal entry created from the model. Note. CEA does not allow duplicate journal numbers. If you enter a journal entry number manually that already exists for that ledger, book, fiscal year, and period, CEA assigns a journal entry number automatically during Events Processing.

Subsystem Origin:

Specify the subsystem origin to which this model will apply.

The Subsystem Origin selected here determines which macros will be available for entering on the model line. Only macros that have been defined for the Subsystem Origin selected here and macros that have been defined as Shared among more than one subsystem origin will be accepted. The valid values are:

- Asset Processing
- Batch Transactions
- Cartera
- Customer Drafts
- Customer Invoice
- Customer Payment
- Inventory Processing
- Labor Tickets
- Promotion Processing
- Revaluation Payables
- Revaluation Receivables
- Trade Funds Processing
- Vendor Drafts
- Vendor Invoice
- Vendor Payment
- None

Note. If the Subsystem Origin is set to None, then the Macros fields and prompts are not available for input.

Reason Code (5,A):

Specify a reason code for the journal entries created from the model. The value entered here becomes the default value for each model line but you can override the default on the model line.

This field is enabled only if the Subsystem Origin is None. For any subsystem entries the reason code comes from the subsystem.

Reversing Entry - Journal Source (2,A):

Specify the journal source to use for reversing entries created from the model. The Journal Source may be the same source as the one used for the actual entry or a different journal source.

Infor LX uses this value as the first two characters of the journal number for the reversing journal entries created with this model.

Reversing Entry - Journal Number (7,0):

Specify a journal number for the reversing entries only if the Generate Number is 0=No.

Reversing Entry - Period Increment (3,0): Specify the number of periods into the future in which reversing entries are made. You must define the period increment if you entered a reversing journal source.

Reversing Entry - Day for Reversal (2,0): Specify the relative day of the period in which reversing journal entries are to be posted. Valid values are 1 to 99. You must define the day for reversal if you entered a reversing journal source.

Note. This is the relative day, not the actual day. For example, if the period runs from 01/29/2006 to 02/25/2006 and you enter 1 in this field, the date of the journal will be 01/29/2006 (the first day of the period) not 02/01/2006.

If the resolved day is greater than the number of days in the period, the system uses the last day of the period.

Actions Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

13=Notes

Display Model Line Notes, CEA108D6-01. Use this screen to add or update the notes for a model line.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (Action Code) (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

Line: Specify the line sequence number.

Account String: The screen displays the user-defined codes created for a segment. An account string is a combination of segment values. Account rules control how segment values are combined to form an account string that is valid for posting.

Screen actions - CEA108D2-01

Commands	Description
F18=Header Notes	Display Model Notes, CEA108D6-01. Use this screen to add or update the notes for a model.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or update model notes

Use the Model Notes or Model Line Notes screen, CEA108D6-01, to add or update descriptive information for a model.

Field descriptions - CEA108D6-01

Fields	Description
Model (10,A):	The screen displays the model to which the note is attached.
Note (Up to 900 characters):	Use this field to enter descriptive information about a model line.

Screen actions - CEA108D6-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a model line

Use the Model Line Maintenance screen, CEA108D3-01, to maintain information for model lines. The model lines become journal entry lines during Events Processing and Subsystem Events.

Field descriptions - CEA108D3-01

Fields	Description
Model:	The screen displays the model that is being created.
Model Line:	The screen displays the line sequence number used to identify the model line.

-
- Account (String):** Specify an account or use F15=Builder to build an account string and place it in this field. At least one non-blank segment is required.
- You can use wildcard characters when entering an account. However, wildcard characters must be resolved before a journal entry can be posted successfully.
- If you enter a macro for a segment value, it must be defined as Use As Segment Value in Macro Definition, CEA107D1, and it must be preceded by an equal sign.
- Debit Amount (15,2):** Specify the debit value for the transaction. The system uses this value to enter standard journal entries. If you enter a value in this field, the Debit Macro field must be blank.
- Note. Allocation lines cannot define debit or credit amounts.
- Debit Macro (10,A):** Specify the macro which will resolve into this debit field on the journal line. This field is available if the Subsystem Origin contains a value other than None. If you enter a value in this field, the Debit field must be blank.
- If you enter a debit macro, it must be defined as "Use as Amount" in Macro Definition, CEA107D1.
- Credit Amount (15,2):** Specify the credit value for the transaction. The system uses this value to enter standard journal entries. If you enter a value in this field, the Credit Macro field must be blank.
- Note. Allocation lines cannot define debit or credit amounts.
- Credit Macro (10,A):** Specify the macro which will resolve into this credit field on the journal line. This field is available if the Subsystem Origin contains a value other than None. If you enter a value in this field, the Credit field must be blank.
- A credit macro must be defined as Use as Amount in Macro Definition, CEA107D1.
- Home Currency - Debit Macro (10,A):** Specify the macro which will resolve into the debit field on the journal line. If you enter a value in this field, the corresponding Debit field must be blank.
- Home Currency - Credit Macro (10,A):** Specify the macro which will resolve into the credit field on the journal line. If you enter a value in this field, the corresponding credit field must be blank.
- Statistic Amount (15,5):** Specify a statistical value here, for example; number of employees, warehouse square feet.
- Statistic Macro:** Specify the macro which will resolve the statistic field on the journal line.

Line Description (30,A): Specify a description for the model line or accept the default from the Model Maintenance screen.

If you enter a macro, it must be preceded by an equal sign and be defined as "Use as Reference" in Macro Definition, CEA107D1.

Line - Reference 1 (35,A):

Use this field to enter additional information for the transaction.

If you enter a macro, it must be preceded by an equal sign and be defined as "Use as Reference" in the Macros application.

Line - Reference 2 (35,A):

Use this field to enter additional information for the transaction.

If you enter a macro, it must be preceded by an equal sign and be defined as "Use as Reference" in the Macros application.

Document Reference (30,A):

Specify a reference to the originating document.

If you enter a macro, it must be preceded by an equal sign and be defined as "Use as Reference" in the Macros application.

Document Reference Date (8,0):

Specify the date of the originating document.

Document Reference Date Macro (10,A):

Specify the name of the Macro which will resolve into this Document Reference Date field on the journal line. The macro must be defined as Use as Date in the Macros application.

This field is enabled if the Subsystem Origin is not equal to None.

Write Zero Amount:

Specify 1=Yes to indicate that the system writes journal entry lines if the amount is zero.

Gain/Loss:

Specify a value to indicate if a line is a gain or loss line in the journal.

This field is enabled when the subsystem origin equals Customer Draft, Customer Invoice, Customer Payment, Vendor Draft, Vendor Invoice, Vendor Payment, Revaluation Payables, or Revaluation Receivables.

If subsystem origin equals Revaluation Payables or Revaluation Receivables, then the value of Invoice will not be valid.

Valid values are:

0=Not a Gain/Loss

The Engine will not write a gain or loss to this line. CEA uses the transaction exchange rate to determine the value of the amount on the line.

1=Positive Gain/Loss

The Engine will write the line when gain/loss calculation results in a positive number. This value will be associated with a Credit Amount Macro for an Accounts Payable gain transaction and a Debit Amount Macro for an Accounts Receivable loss transaction.

2=Negative Gain/Loss

The Engine will write the line when gain/loss calculation results in a negative number.

3=Invoice

The Engine will use the original invoice exchange rate to value the amount on the line.

If Gain/Loss equals Invoice, Positive Gain/Loss or Negative Gain/Loss, the Book Amount Override flag will automatically be set on in Events Processing when this model line is resolved into a journal line. This is because the journal line will contain book amounts while transaction amounts will equal zero. Overriding this flag in the Events Processing application will result in errors.

Allocation Account:

Specify the account in a model used by allocation. The options are:

0=None

The model is not an allocation.

1=Source

The account is a source account for an allocation.

2=Target

The account is a target account for an allocation.

3=Source Contra

The account is a contra account for an allocation source. This account receives clearing journal entry lines. You can define only one source contra account for a model.

4=Target Contra

The account is a contra account for an allocation target. This account receives clearing journal entry lines. You can define only one target contra account for a model.

Contra Detail:

Specify 1=Yes to generate a contra journal entry line for each source or target account. Otherwise, CEA creates a single, net journal entry line for all allocation source or target accounts during Events Processing.

Specify 0=No to summarize all contra journal entries into a single journal entry.
 Contra detail applies only if you select the Source Contra or Target Contra option for an allocation account.

Reason Code:

Specify a reason code to identify the model line or accept the value from the Define Model window.

If you enter a reason code, the system validates against the System Parameter File.

This field is enabled only if the Subsystem Origin is None. For any subsystem entries the reason code comes from the subsystem.

Screen actions - CEA108D3-01

Commands

Description

F15=Builder

Select an account for a model line. The accounts you build will be placed into the Account field on the Model Line Maintenance screen.

F16=Analysis

Open the Analysis Fields Maintenance screen. Use this screen to define information for one or more of the ten user-defined fields. These fields are used for tracking additional reference information at the journal entry line level.
 Note: This information is stored only on the journal entry not in the account balances.

F18=Detail Notes

Display the Notes on the Model Line.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Select an account for a model line

Use the Model Account Builder screen, CEA108D4-01, to select an account for a model line. The system places the accounts that you build into the Account field on the Model Line Maintenance screen.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA108D4-01

Fields	Description
Model:	The screen displays the model that is being created or revised.
Model Description:	The screen displays the model description entered on the Model Maintenance screen.
Model Line:	The screen displays the line sequence number used to identify the model line.
Line Description (30,A):	The screen displays the line description entered on the Model Line Maintenance screen.
Value (16,A):	Specify the segment value, alias, macro, or advanced macro name to be used in your model. A value in quotation marks (" ") is an alias. A value that begins with an equal sign (=) is a macro. If a value is preceded by an equal sign and the advanced fields are active, the value contains an advanced macro. Macros that you enter here must be defined as "Use as Account Segment Value" in Macro Definition, CEA107D1.
Advanced (0=No, 1=Yes):	Specify 1=Yes if you enter an advanced macro. An advanced macro is a macro that is used in an alias. CEA resolves the macro, retrieves the alias, and places the alias values on the journal line.
Description (30,A):	The screen displays the description of the Value (segment value, alias, or macro description).

Screen actions - CEA108D4-01

Commands	Description
F4=Values	Display a selection screen for the Segment Values.
F6=Accept	Save the changes that you entered on this screen.
F16=Aliases	View a list of aliases for the model's chart of accounts.

F17=Macros View a list of available macros.

F18=Advanced Macros Open a list of advanced macros for the model's chart of accounts and subsystem origin.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Specify reference information for the model line

Use the Analysis Fields Maintenance screen, CEA108D5-01, to enter additional reference information at the model line level to be used for analysis.

If subsystem journal entries are summarized, the analysis information that displays for the summarized journal line will represent that of the first journal line summarized.

Field descriptions - CEA108D5-01

Fields	Description
Model:	The screen displays the model that you are creating or revising.
Model Description:	The screen displays the model description entered on the Model Maintenance screen.
Model Line:	The screen displays the line sequence number used to identify the model line.
Line Description (30,A):	The screen displays the line description entered on the Model Line Maintenance screen.
Analysis Fields 1 - 6:	Specify any descriptive text that may be used for analysis, or specify the name of a macro that will resolve into this analysis field. Enter an equal sign (=) in front of the macro name. The macro must be defined as "Use as Reference" in Macro Definition, CEA107D1.
Analysis Numeric 1 - 2:	Specify numeric data for other types of analysis. You cannot enter a macro as an analysis number.

Analysis Date 1 & 2 - Date Field: Specify a date used for analysis.

Analysis Date 1 & 2 - Macro Field: Specify the name of the macro which will resolve into this analysis field. The macro must be defined as "Use as Date" in Macro Definition, CEA107D1.

Screen actions - CEA108D5-01

Commands	Description
F4=Macros	Display pop-up selection windows for the Macros.
F6=Accept	Save the changes that you entered on this screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Aliases list window

Use the Aliases window to select an alias for the model's chart of accounts.

Select an alias for the model line

Aliases are resolved during posting in Events Processing. If Segment 1 contains Alias 1 which defines three segments, account validation will resolve Alias 1 for Segments 1, 2, and 3. The system returns an error message if it encounters overlapping aliases during Account Validation.

Field descriptions - aliases

Fields	Description
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Alias:	Aliases are resolved during posting in Events Processing. If Segment 1 contains Alias 1 which defines three segments, account validation will resolve

Alias 1 for Segments 1, 2, and 3. An error message will be returned if overlapping aliases are encountered during Account Validation.

Description: The screen displays a description of the alias.

Screen actions - aliases

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Event definition, CEA109D1

Use Event Definition, CEA109D1, to create and maintain events. Events are the basis for all activity in CEA including subsystem and manual journal entry posting and allocations.

Add or select an event

Use the Event Directory screen, CEA109D1-01, to add an event or to select an event to update, view, or delete.

When you enter this screen, the prompt on the Subsystem Origin field is not active. To activate the prompt, enter an event identifier. Prompt on the Event Origin field and select Subsystem. You can now prompt on the Subsystem Origin field. The prompt is inactive until you complete these steps.

Field descriptions - CEA109D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,A):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.

Event (10,A): Specify a name to identify the event. You can use the same name for more than one event, if each event has a unique subsystem event origin.

Select the Subsystem option in the Event Origin field, and select a unique subsystem origin in the Subsystem Origin field.

Event Origin: Select the appropriate option for the event. The options are:

Allocation

The event is for allocations.

Audit Adjustment

The event uses models to post journal entries to the audit period defined to the ledger's period table.

Consolidation

The event contains a single model that generates journal entries for consolidation processes. If this option is selected, the ledger and book fields in the Event Maintenance screen are blank. The Ledger and Book are entered in the Process Definition.

Manual Adjustment

The event uses models to post journal entries to regular periods.

Retained Earnings

The event contains a retained earnings entry. If this option is selected, the ledger and book fields in the Event Maintenance screen do not apply and are blank. They are completed when the Transfer Opening Balances process is performed using the Ledgers application.

Subsystem

The event contains subsystem transactions.

Translation

The event contains a single model that generates journal entries for translation processes. If this option is selected, the ledger and book fields in the Event Maintenance screen are blank. The Ledger and Book are entered in the Process Definition.

Subsystem Origin: Select the appropriate option for the subsystem event. When you enter this screen, the prompt on this field is not active. To activate the prompt, enter an event identifier. Prompt on the Event Origin field and select Subsystem. You can now prompt on the Subsystem Origin field. The prompt is inactive until you complete these steps.

The subsystem origins are predefined, and valid values are listed below. If the Event Origin is not Subsystem, the valid Subsystem Origin value is None.

Valid values are:

- Batch Transactions
- Cartera
- Customer Drafts
- Customer Invoice
- Customer Payment
- Inventory Processing
- Labor Tickets
- None
- Payroll Processing
- Promotion Processing
- Revaluation Payables
- Revaluation Receivables
- Trade Funds Processing
- Vendor Drafts
- Vendor Invoice
- Vendor Payment

Screen actions - CEA109D1-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the event directory list

Use the Filters screen to specify how Infor LX displays the Events. Specify filter criteria for any or all of the fields.

Field descriptions - Filter

Fields	Description
Event (10,A):	Specify an Event. The system only displays matching records. Specify * to display all events.
Event Origin:	Specify the Event Origin you want the system to display. Specify * to display all event origins.
Subsystem Origin:	Specify the Subsystem you want the system to display records for. If the Event Origin is not Subsystem, the valid Subsystem Origin value is None.
Order by:	Specify how you want the system to sort the Events records. Valid choices are: 0=Events 1=Events by Origin

Screen actions - Filter

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update an event

Use the Event Maintenance screen, CEA109D2-01, to create and maintain events and event sequences.

Events are comprised of one or more event sequences. Each sequence may contain a ledger, book and model or allocation. The listing at the bottom of the Event Maintenance screen displays the sequences that have been defined for an event.

If the event origin is Allocation, the screen includes the F9=Execute Allocation screen action. When you use F9=Execute Allocation, the system displays the Posting Date window. Specify the journal entry creation date.

Field descriptions - CEA109D2-01

Fields	Description
Event (10,A):	The screen displays the name to identify the event.
Description (30,A):	Specify a description for the event.
Event Origin:	The screen displays the Event Origin that identifies the type of Event.
Subsystem Origin:	The screen displays the Subsystem Origin or None if not from a subsystem.
Allow Journals in Error:	<p>Specify one of the following options:</p> <p>1=Yes</p> <p>Specify this option to allow subsystem journal entries that contain errors to be stored to the system.</p> <p>0=No</p> <p>If you specify this option, the entries in error will not be stored. If you specify No and journal entries are created in error, you must maintain the event in Events Processing, CEA500D1, before it can be posted to the balance file.</p>
Approve Journals before Posting:	Specify 1=Yes to require that all valid journal entries created for this event be approved in Events Processing before being posted.
Actions:	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,A):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Sequence (5,0):	<p>The screen displays the event sequence number.</p> <p>CEA automatically assigns default sequence numbers in increments of 10. You can override these numbers.</p>

Screen actions - CEA109D2-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen.
F9=Execute Allocation	This screen action is available if the event origin is Allocation. When you use F9=Execute Allocation, the system displays the Posting Date window. Specify the journal entry creation date. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Update event sequences

Use the Event Sequence Maintenance screen, CEA109D3-01, to update the sequences defined for an event.

The model and the ledger in an event sequence must use the same chart of accounts. The journal source defined to the model must also be defined to the book.

Field descriptions - CEA109D3-01

Fields	Description
Event (10,A):	The screen displays the name to identify the event.
Event Origin:	The screen displays the Event Origin that identifies the type of Event.
Subsystem Origin:	The screen displays the Subsystem Origin or None if not from a subsystem.
Sequence (5,0):	The screen displays the event sequence number. CEA automatically assigns default sequence numbers in increments of 10. You can override these numbers.
Post Only on Currency Match (1,0):	Specify an option to determine how the system posts the event sequence.

Valid choices

- **0=No**
The system posts the event sequence to the ledger/book combination whether or not the transaction currency is the same as the book's currency.
- **1=Yes**
Infor LX posts the event sequence to the ledger/book combination only if the transaction currency equals the book's currency.

Ledger (8,A):

Specify a ledger for the event sequence.

This field is not available if the Event Origin is Retained Earnings. In a retained earnings event, CEA enters the ledger during the Transfer Opening Balances process.

This field is not available if the Event Origin is Consolidation or Translation. In Consolidation or Translation events, CEA enters the Ledger during Process Definition.

Book (10,A):

Specify a book for the event sequence.

Only those books defined to the ledger you select in the Ledger field are available.

This field is not available if the Event Origin is Retained Earnings. In a retained earnings event, CEA enters the book during the Transfer Opening Balances process.

This field is not available if the Event Origin is Consolidation or Translation. In Consolidation or Translation events, CEA enters the book during Process Definition.

Model (10,A):

Specify a model for the event sequence.

This field is not available if the Event Origin is Allocation.

The model and ledger in an event sequence must use the same chart of accounts and the journal source defined to the model must also be defined to the book.

Allocation (10,A):

Specify an allocation for the event sequence.

This field is not available unless the Event Origin is Allocation.

The Chart of Accounts of the Allocation's Model must use the same Chart of Accounts as the Ledger.

- Journal Grouping:** Select this option to combine like subsystem transactions into the same event and journal, that is, combine journals under the same header.
- Grouping can only occur within the same processing session if the following criteria match: event name, ledger, book, year, posting date, transaction currency, exchange rate, and user.
- Review Generated Journal:** If you specify Yes, you can review subsystem journal entries online and make adjustments before posting.
- This option is only valid for subsystem events that allow real-time posting.

Screen actions - CEA109D3-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Subsystem event determination, CEA110D1

Use Subsystem Event Determination, CEA110D1, to determine the event that will be used to process specific subsystem transactions. There are several predefined subsystem processes to classify Infor LX subsystem transactions, for example, accounts payable invoice, accounts receivable cash posting.

Subsystem Event Determination links these subsystem processes with user-defined events, defined in Event Definition, CEA109D1. The models contained in the user-defined event determine the format of the journal entry.

Add or select a subsystem event process

Use this screen to view predefined subsystem processes and access the Subsystem Event Determination Maintenance screen.

Infor supplies predefined subsystem process records for each Infor LX program that uses Advanced Transaction Processing. We recommend that you do not update anything except the Description for the predefined subsystem origins. If you enter new subsystem process records, in addition to the predefined records, you can update the records that you create.

Use the Create and Revise options to define the subsystem event determination for a particular subsystem process.

Field descriptions - CEA110D1-01

Fields	Description
Act (2,A):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Program (10,A):	<p>Specify the name of the program where transaction data is entered.</p> <p>Note. Infor LX includes predefined subsystem process records for each program that uses Advanced Transaction Processing.</p>
Subsystem Origin:	<p>Specify the subsystem origin for the subsystem process.</p> <p>The subsystem origin selected here determines what reasons, events, and macros will be available on the Subsystem Event Maintenance screen. The following list includes the valid Subsystem Origins values:</p> <ul style="list-style-type: none"> ■ Batch Transactions ■ Cartera ■ Customer Drafts ■ Customer Invoice ■ Customer Payment ■ Inventory Processing ■ Labor Tickets ■ Payroll Processing ■ Promotion Processing ■ Revaluation Payables ■ Revaluation Receivables ■ Trade Funds Processing ■ Vendor Drafts ■ Vendor Invoice ■ Vendor Payment

Screen actions - CEA110D1

Commands	Description
F13=Filters	<p>Display the Filters screen and specify whether to display the list by subsystem processes or by subsystem processes by origin.</p>

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Filter the subsystem process list

Use the Filters window to enter sort options for the Subsystem Processes screen.

Field descriptions - CEA110D1-01 FILTER

Fields	Description
Order By:	Specify an option to determine the order of the Subsystem Processes display. The options are: 0=Subsystem Processes 1=Subsystem Processes by Origin

Screen actions - CEA110D1-01 Filter

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a subsystem process

Use the Subsystem Processes Maintenance screen, CEA110D2-01, to view predefined subsystem processes and access the Subsystem Event Maintenance screen.

Infor LX includes predefined subsystem process records for each program that uses Advanced Transaction Processing. We recommend that you do not update anything except the Description for the predefined subsystem origins.

Use the Create and Revise actions to define the subsystem event determination for a particular subsystem process.

Field descriptions - CEA110D2-01

Fields	Description
Act (2,A):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Program (10,A)	<p>The screen displays the program where transaction data is entered.</p>
Description (30,A):	<p>Specify the program description. You can use the description for identification in inquiries and reports.</p>
Subsystem Origin (2,0):	<p>The screen displays the subsystem origin for the subsystem process.</p> <p>The subsystem origin determines the reasons, events, and macros that will be available on the Subsystem Event Maintenance screen. The valid values are:</p> <ul style="list-style-type: none"> ■ Batch Transactions ■ Cartera ■ Customer Drafts ■ Customer Invoice ■ Customer Payment ■ Inventory Processing ■ Labor Tickets ■ Payroll Processing ■ Promotion Processing ■ Revaluation Payables ■ Revaluation Receivables ■ Trade Funds Processing ■ Vendor Drafts ■ Vendor Invoice ■ Vendor Payment
Reason (5,A):	<p>Specify a reason code for the event. CEA uses the reason code to identify journal entries associated with an event. The reason for a manual journal entry line defaults from the reason code entered on the model line.</p> <p>The reason code for subsystem events is generated in the subsystem. If a new journal line is added in Events Processing, the reason defaults from the journal header.</p>

CEA also uses the reason code to determine if a user-defined event should be used in Subsystem Event Determination or if an event should be bypassed in journal processing.

Company (3,0): Specify a valid company number. You use this field to further define subsystem event determination by using a combination of subsystem program, reason code, and company number.

If you do not enter a company number, this field defaults to zero (000), and the reason code specified in the Reason field can be used by all companies. The system determines the event using a one-to-one relationship between the subsystem program and the reason code.

The system determines the event using all three values: subsystem program, reason code, and company number. This allows you to assign reason codes to specific companies for posting to separate books within the Configurable Ledger.

Event (10,A): The screen displays the events defined for this subsystem process.

Macro (10,A): The screen displays macros defined for the subsystem process.

Screen actions - CEA110D2-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add user-defined events to a subsystem process

Use the Subsystem Event Maintenance screen, CEA110D3-01, to link user-defined events to a subsystem process.

On this screen you further specify when a particular event is used with the reason code, company, and macros. In this way, more than one user-defined event may be used for a particular subsystem process, depending on the reason code, company, and result of the macro.

Field descriptions - CEA110D3-01

Fields	Description
Program (10,A):	The screen displays the program for which you are defining a subsystem event determination.
Reason (5,A):	The screen displays the Reason Code for which you are defining a subsystem event determination.
Company (3,0):	The screen displays the company number for which you are defining a subsystem event determination.
Journal Processing	<p>Use this field to specify the journal processing method. Valid options are:</p> <p>0=Post Immediate:</p> <p>Journals are resolved and posted to CEA immediately during subsystem transaction entry.</p> <p>1=Bypass Journal:</p> <p>Select this option if the Program/Reason combination should not write journal entries to the Configurable Ledger. If you select this option, the Event and Macro fields are disabled.</p> <p>This feature enables you to define which reasons will create journal entries and which will bypass journal creation. To simplify data setup, you may want to have a single reason that is always associated with this bypass option.</p> <p>Specify Bypass Journal for several inventory transactions which do not create journals. For example, Purchase Order Receipt Inspection has a reason code with Transaction Effect=No. Because this transaction does not create journal entries, specify the Bypass Journal option.</p> <p>2=Validate in Batch:</p> <p>Journals validate and post when the subsystem application ends.</p> <p>3=Defer Posting:</p> <p>Journals are resolved but not posted during subsystem transaction entry. This selection requires that the associated event is defined with Allow Journals in Error in Event Definition. Also, you cannot group journals with the same event definition with different journal processing methods.</p>
Event (10,A)	Specify an event that you defined in Event Definition, CEA109D1, which will be used to create and post journal entries to the Configurable Ledger for this program/reason combination.

If you enter a macro, this is the default event which will be used only if the result of the macro does not correspond to a user-defined event. The prompt list is filtered so that only events with a subsystem origin equal to the subsystem origin selected on the Subsystem Process window are valid values.

This field is required if Bypass Journal Entry is No.

Macro (10,A)

Specify a macro to use a two-step process to determine the event to be used to create journal entries for this program/reason combination.

This creates what is called a macroable event. During subsystem processing, the subsystem event determination program will first resolve the macro in this field. The subsystem event determination program will then use the returned subsystem value to retrieve an event of the same name and subsystem origin. If an event with the same name cannot be found then the default event entered in the Event field will be used.

For example, the user enters an event called DEFAULT in the Event field and a macro called VTYPE (for vendor type) in the Macro field. The macro is resolved and retrieves a vendor type of SERVICE. Then, as the second step, the subsystem event determination program will retrieve an event called SERVICE with the corresponding subsystem origin. If the SERVICE event did not exist, then the event DEFAULT would have been used.

The prompt list is filtered so that only macros with a subsystem origin equal to the subsystem origin selected on the Subsystem Process window and macros that are shared among more than one subsystem origin are displayed.

Screen actions - CEA110D3-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Allocation Setup, CEA111D1

Use Allocation Setup, CEA111D1, to define and maintain an allocation. An allocation is used to distribute an actual or budgeted balance. Allocation processing supports step-down allocations and variable budgeting.

When you define an allocation, set the source that specifies the total amount to be allocated; the target accounts to receive the allocation; and the basis on which allocations are made. A source may be a

pool of accounts, a fixed dollar amount, or a fixed statistical quantity. You may define any number of source and target accounts. An allocation target basis may be either a fixed or variable percentage of the source.

Allocation setup uses the GAA, GAE, and GAG files.

Use the Event Processing (CEA500D1), Process Definition (CEA114D1), and Process Sequence (CEA115D1) programs to process an allocation after you have defined it to an event.

Add or select an allocation

Use the Allocation Maintenance screen, CEA111D1-01, to add an allocation or to select an allocation to update, view, or delete.

Field descriptions - CEA111D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (Action Code) (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Allocation (10, A)	Specify an Allocation to work with.
Description (30, A)	The screen displays the allocation description.
Status	The screen displays the status, Active or Inactive.

Screen actions - CEA111D1-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update an allocation

Use the Allocation Definition screen, CEA111D2-01, to define the high level parameters for an allocation. Define the type of source and target for the Allocation and the individual target accounts in the Allocation.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA111D2-01

Fields	Description
Allocation (10, A)	The screen displays the allocation name.
Description (30, A)	Specify a description for the allocation.
Source (Allocation Pool/Fixed): (1, 0)	<p>Specify the source allocation. Valid options are:</p> <p>0=Allocation Pool</p> <p>Select this option to indicate that a pool of accounts will be used to determine the source allocation amount. Select a model to define the accounts.</p> <p>If you select this option, you must complete the fields in the Source Target Options screen. The Currency and Statistic fields do not apply and are disabled.</p> <p>1=Fixed</p> <p>Select this option to indicate that a fixed amount will be used as the source allocation amount. If you select the Fixed option the fields in the Source Target Options screen do not apply and are disabled.</p> <p>Note. The actual source amount allocated is less than the fixed amount entered or the sum of an allocation pool if the Percentage of Total Source is set to less than 100% in the Allocation window. The formula for the source amount allocated is:</p>

Source Amount Allocated=Sum of Source Allocation Amount (pool or fixed) x Percentage of Total Source.

**Source - Currency/
Statistic: (1, 0)**

Specify the allocation source type. The options are:

0=Currency

Select Currency to indicate that the source amount is a monetary amount. If you select this option for the allocation source, enter the monetary amount in the Amount field on the Source Target Options screen.

1=Statistic

Select Statistic to indicate that the source amount is a quantity.

If you select this option for the allocation source, enter the statistical quantity in the Quantity field on the Source Target Options screen.

Model (10, A)

Specify the model that defines the allocation pool source accounts. You must select a model if you choose the Allocation Pool option as the Allocation Source type.

Target Percentage:

Specify the target percentage type.

Valid choices

■ **0=Variable**

Select this option to indicate that the target amounts will be calculated based on percentages derived from the balances found in basis accounts. If you select this option, you must complete the fields on the Target Definition screen.

■ **1=Fixed**

Select this option to indicate that the target amounts will be calculated based on a stated percentage. If you select this option the fields on the Target Definition screen do not apply.

Model:

Specify the model that defines the allocation target accounts.

Note. The target model can be the same as the source model, since models can contain both target and source accounts.

Single Account (1, 0)

Specify 1=Yes to allocate a single account to multiple periods. Only the first target account defined to the model will appear in the allocation target list on Target Definition screen. During events processing the target allocation amount is distributed evenly across the number of periods you choose, starting with the current period. The posting date for each journal will be the last day of

each period. If you select this option, specify the number of periods for the allocation.

If you accept the default, 0=No, the system creates multiple accounts that are allocated only to the current period.

Period (3, 0)

If you choose the Single Account option, specify the number of allocation periods. This value indicates the number of periods in which to post the target amount. If you enter 12, the system divides the target amount by 12 and applies it to the one target account defined over 12 periods. The beginning period is the Posting date in the Allocation Execution window in Event Definition. Events Processing produces one allocation target record for each period for the allocation.

Actions:

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

9=Add

Add a target account to the allocation. Access the Target Definition screen, CEA111D3-01.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (Action Code) (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

9=Add

Add a target account to the allocation. Access the Target Definition screen, CEA111D3-01.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Line:

Specify the line number for the target lines in the target model.

Sequence:

CEA automatically generates the sequence number. Leave this field blank in Create mode.

Percent (5, 2):

If you chose the Fixed Percentage target option specify the fixed percentage for the target account. This field does not apply to a variable percentage basis allocation.

- Description (30, A):** The screen displays the description for the allocation.
- Balance:** The screen indicates whether this target sequence is used as the balancing account. When an allocation is created, it is possible that total debits will not equal total credits due to small rounding differences. You must select exactly one balance account to receive the rounding difference. During events processing, CEA stores to the balance account the remainder of the source amount after performing all defined target allocations.
- Status:** The screen displays the status, Active or Inactive.
- Account:** The screen displays the delimited allocation target account for which you are defining target basis accounts.

Screen actions - CEA111D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
F10=Generate	Return all of the target accounts from the target model. This function is very useful during the initial set-up of an allocation. F10=Generate is only available before there are any targets defined.
F14=Source	Display the Source Target Options screen, CEA111D2-02, to further define the allocation pool or fixed amount allocation.
F15=Variable	Display the Variable Target Options screen, CEA111D2-03, to further define the accounts that will comprise the target's variable basis allocation. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update source target options

Use the Source Target Options screen, CEA111D2-02, to further define an allocation pool source or a fixed amount source.

Field descriptions - CEA111D2-02

Fields	Description
Period Processing	Specify the appropriate period to use when calculating the source amount for an allocation pool. The system date is the basis from which the source period will be determined.
	Valid choices
	<ul style="list-style-type: none"> <li data-bbox="500 594 1440 699">■ 0=Prior Period: Use only the period prior to the current period to calculate the source amount. <li data-bbox="500 720 1440 793">■ 1=Current Period Use only the current period to calculate the source amount. <li data-bbox="500 814 1440 919">■ 2=Prior Period Year-to-Date Use the total from the beginning of the year though the period prior to the current period to calculate the source amount. <li data-bbox="500 940 1440 1045">■ 3=Year-to-Date Use the total from the beginning of the year through the current period to calculate the source amount. <li data-bbox="500 1066 1440 1234">■ 4=Period Range Define the period range of balances to be used to calculate the source amount. If you choose this option you must enter the starting period and year in the "From" fields and the ending period and year in the "To" fields. You can maintain this range after you define an allocation.
Period: From	Specify the From period. The system uses the balance in this period as the balance to use for the allocation.
Year: From	Specify the From year. The system uses the balance in this period as the balance to use for the allocation.
Period: To	Specify the To period to select balances. The system uses the balance in this period as the balance to use for the allocation.
Year: To	Specify the To year. The system uses the balance in this period as the balance to use for the allocation.
Generate Clearing Entry:	Use this option to specify whether or not to use a clearing journal entry to reduce an allocation's source account balances. Valid options are:

0=No

Do not create clearing entries for the allocation source accounts.

1=Yes

If you choose to generate clearing entries for an allocation source you must designate an account as a "Source Contra" in the allocation's model. See the Allocation Account field in Model Setup, Model Line Maintenance screen, CEA108D3-01.

Specify Yes for an allocation that uses a pool of accounts for a source, as defined on the Allocation Definition screen, CEA111D2-01.

Step Processing:

Select this option to include unposted journal entries in the source amount calculation. This will allow allocations that are executed sequentially to use the journals created in a previous allocation as input for the next allocation.

Step processing supports "step-down" allocations such as allocating a company expense to its division, and then allocating the division's portion of the expense to its departments.

The default is 0=No - to not include step processing.

Percentage of Total Source:

Specify the percentage of the total source amount to allocate. The default is 100 percent.

If you choose a value less than 100% the actual source amount allocated is less than the fixed amount entered or the sum of the allocation pool. The formula for the source amount allocated is: Source Amount Allocated=Sum of Source Allocation Amount (pool or fixed) x Percentage of Total Source.

Fixed - Debit/Credit:

The screen indicates whether the amount being allocated is a debit or a credit.

Fixed - Amount: (15, 2)

Specify an amount if you chose the Currency and Fixed options for the allocation source.

Fixed - Quantity: (15, 5)

Specify a statistical quantity if you choose the Statistic and Fixed options for the allocation source.

Screen actions - CEA111D2-02

Commands

Description

F6=Accept

Save the information that you entered on the screen.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or update variable target options

Use the Variable Target Options screen, CEA111D2-03, to further define parameters for the variable allocation target basis accounts.

Field descriptions - CEA111D2-03

Fields	Description
Ledger (8, A)	Specify the ledger that contains the target basis accounts.
Book (10, A)	Specify the book that contains the target basis accounts.
Period Processing:	<p>Specify the appropriate date range to use when calculating the target basis totals for a variable percentage allocation target. The system date is the basis from which the target basis period will be determined.</p> <p>The options are:</p> <p>0=Prior Period</p> <p>Select this option to use only the period prior to the current period when calculating the target basis amount.</p> <p>1=Current Period</p> <p>Select this option to use only the current period balances when calculating the target basis amount.</p> <p>2=Prior Period Year-to-Date</p> <p>Select this option to use the total from the beginning of the year through the period prior to the current period when calculating the target basis amount.</p> <p>3=Year-to-Date</p> <p>Select this option to use the total from the beginning of the year through the current period when calculating the target basis amount.</p> <p>4=Period Range</p> <p>Select this option to define the period range of balances to be used when calculating the target basis amount. Specify the starting period and year in the "From" fields and the ending period and year in the "To" fields. You can maintain this range each time you run the allocation.</p>

Period - From: Specify the From period to select balances.
This is the From period in which to select balances to use in allocations.

Year - From: Specify the From year to select balances.
This is the From year in which to select balances to use in allocations.

Period - To: Specify the To period to select balances.
This is the To period in which to select balances to use in allocations.

Year - To: Specify the To year to select balances.
This is the To year in which to select balances to use in allocations.

Currency/Statistic: Specify the target basis type.

Valid choices

- **0=Currency**
Select this option to indicate that the target basis amount is a monetary amount. This is the default.
- **1=Statistic**
Select this option to indicate that the target basis amount is a statistical quantity.

Variable Budgeting: Specify whether to use variable budgeting for the allocation. Valid options are:

0=No

Do not use variable budgeting.

1=Yes

Use variable budgeting for the allocation.

Variable budgeting allocations use the following formula:

Target account amount=(source amount) x (target account's target basis amount)/1.

Screen actions - CEA111D2-03

Commands	Description
F6=Accept	<p>Save the information that you entered on the screen.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Add or revise target account model lines

Use the Target Definition screen, CEA111D3-01, to add new model lines to an allocation. The screen displays the target account model lines from the target model that you defined on the Allocation Definition screen, CEA111D2-01. You can define this model line as a balance account. If the allocation is a Fixed Percentage allocation, enter the allocation percentage for this account. The total target account percentage, including negative allocations, must equal 100%. The system denotes negative percentage allocations with a negative number, for example, -10%.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

You also use this screen to maintain the target basis accounts for an allocation target account.

This screen opens when you choose the Add or Revise action codes from the Allocation Definition screen, CEA111D2-01.

Field descriptions - CEA111D3-01

Fields	Description
Allocation: (10, A)	The screen displays the name of the allocation.
Line:	The screen displays the line number for the target lines in the target model.
Sequence:	The screen displays the Sequence number.
Target Model: (10, A)	The screen displays the target allocation model.
Account Percentage:	<p>If you chose the Fixed Percentage target basis option on the Allocation definition screen, enter the fixed percentage for the target account.</p> <p>Valid values are +100% to -100%. The system denotes negative percentage allocations with a negative number. The total target account percentage allocation, including negative allocations, must equal 100%.</p>

This field does not apply to a variable percentage basis allocation.

Balance Account: Specify this option to indicate that the target sequence is used as the balancing account.

When an allocation is created, it is possible that total debits will not equal total credits due to small rounding differences. Exactly one balance account must be selected to receive the rounding difference. During events processing, CEA stores to the balance account the remainder of the source amount after performing all defined target allocations.

Actions Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

9=Select

If the allocation uses variable percentage targets, select at least one target basis that is defined for the allocation target.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (Action Code) (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

9=Select

If the allocation uses variable percentage targets, select at least one target basis that is defined for the allocation target.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Line: The screen displays the line number for the target lines in the target model.

Description: The screen displays the description for the allocation.

Account: The screen displays the delimited allocation target account for which you are defining target basis accounts.

Screen actions - CEA111D3-01

Commands	Description
F6=Accept	<p>Save the information that you entered on the screen.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Add or revise an account with the Account Builder

Use the Account Builder screen, CEA111D5-01, to generate or modify an account on the Variable Target Account Basis ledger.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA111D5-01

Fields	Description
Allocation: (10, A)	The screen displays the name of the allocation that you are adding or revising.
Target Sequence:	The screen displays the reference sequence number.
Basis Sequence:	The screen displays the reference sequence number.
Segment: (10, A)	The screen displays the unique identifier for the segment. Segments are the user-defined categories in a chart of accounts.
Value: (16, A)	<p>Specify the user-defined codes for the segment. An account is a combination of segment values.</p> <p>Account rules control how you can combine segment values to form an account that is valid for posting.</p> <p>The length of a segment value cannot exceed the length set for the segment in Segment Definition, CEA100D1.</p>
Description: (30, A)	The screen displays the description of the Segment Value.

Screen actions - CEA111D5-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update basis accounts for a target line

Use the Target Account Variable Basis screen, CEA111D4-01, to define or update the basis accounts for each target line.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA111D4-01

Fields	Description
Allocation:	The screen displays the name and description for the allocation.
Account:	The screen displays the delimited allocation target account for which you are defining target basis accounts.
Description:	The screen displays the natural account's segment description.
Sequence:	The screen displays the sequence number. This number is for reference only.
Balance Account:	Specify 1=Yes to use the target account for an allocation as the balance account, otherwise, specify 0=No.
Ledger:	The screen displays the name of the ledger from which the basis accounts' journals will be processed. Define the ledger on the Variable Target Options screen, CEA111D2-03.
Book:	The screen displays the name of the book from which the basis accounts' journals will be processed. Define the book on the Variable Target Options screen, CEA111D2-03.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

9=Add

Specify 9=Add and press Enter to access the Account Builder screen, CEA111D5-01.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

9=Add

Specify 9=Add and press Enter to access the Account Builder screen, CEA111D5-01.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Sequence

The screen displays the sequence number.

Description

The screen displays the natural account's segment description.

Status

The screen displays the status, Active or Inactive.

Account

The screen displays the delimited allocation target account for which you are defining target basis accounts.

Screen actions - CEA111D4-01

Commands**Description****F6=Accept**

Save the information that you entered on the screen.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Structure definition, CEA112D1

Use Structure Definition, CEA112D1, to create and maintain structures.

Structures are not required by CEA but certain advanced CEA features, such as Structure Arithmetic, use structures.

Structures are defined at the chart of accounts level and operate on the ledger and book that you specify. The advantage of processing structures in this manner is two-fold:

- Maintenance is minimized because many ledgers can use the same structure definition.
- Rollup amounts are based on the book's base currency.

You can define a structure that consists of a combination of the following elements:

- Structure and components are the lowest level in a structure hierarchy.
- Structure and linked structures are the top and mid level structures in a structure hierarchy. The top structure and its links are called the structure tree.
- No components or linked structures are used as the output structure for structure arithmetic process results.

Add or select a structure definition

Use the Structures Maintenance Panel, CEA112D1-01, to create a structure or to select a structure to update.

Field descriptions - CEA112D1-01

Fields	Description
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>10=Components</p> <p>Add a component structure to a header record or revise an existing component structure.</p> <p>11=Links</p> <p>Add a linked structure to a header record or revise an existing linked structure.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p>

10=Components

Add a component structure to a header record or revise an existing component structure.

11=Links

Add a linked structure to a header record or revise an existing linked structure.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Chart (8,A)	Specify the chart of accounts for the structure.
Structures (10,A)	Specify a unique name for the structure.
Description	The screen displays the description for the structure.
Structure Type	The screen displays the structure type: Header, Component Structure, or Linked Structure.
Status	The screen displays the structure status, Active or Inactive.

Screen actions - CEA112D1-01

Commands	Description
F11=Fold	Display the record status: Active or Inactive.
F13=Filters	Specify the records that you want to view in the Structures Maintenance Panel, CEA112D1-01. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter structure information

Use the Filters window to select the records that you want to view in the Structures Maintenance Panel, CEA112D1-01.

Field descriptions - Filter

Fields	Description
Chart of Accounts (8,A)	To view records for a specific chart of accounts, specify the unique name of the chart of accounts. Wildcard characters are allowed, and * is the installed default.
Structure (10,A)	To view records for a specific structure, specify the unique name of the structure. Wildcard characters are allowed, and * is the installed default.
Structure Type:	To view records for specific structure types, select the appropriate types (Header, Component, or Link). You can select more than one type.
Header	Specify 0=No, or 1=Yes to filter by Header records.
Component	Specify 0=No, or 1=Yes to filter by Component Structure records.
Link	Specify 0=No, or 1=Yes to filter by Linked Structure records.

Screen actions - Filter

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Create a structure header

Use the Header Maintenance screen, CEA112D2-01, to create and maintain structures and structure hierarchies.

Field descriptions - CEA112D2-01

Fields	Description
Chart of Accounts (8,A)	Specify the chart of accounts for the structure.
Structure (10,A)	Specify a unique name for the structure.
Description	Specify a description for the structure.

Screen actions - CEA112D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a component definition

Use the Component Definition screen, CEA112D3-01, to create or maintain the components for a structure. A component consists of segment values within the same chart of accounts.

This screen appears when you use the 10=Components action on the Structures Maintenance Panel, CEA112D1-01.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA112D3-01

Fields	Description
Chart of Account (8, A)	The screen displays the chart of accounts for the component being defined.
Structure (10, A)	The screen displays the chart of accounts for the component being defined.
Description	The screen displays the description for the component being defined.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Sequence (3,0)	Specify a unique sequence number for the component. The Sequence number defaults to increments of ten but may be overridden.

Segment Value (16,A) The screen displays the segment values for the component.

Component sequences which contain the same segment values as another component sequence in the hierarchy are allowed. A warning will be issued during structure rollup to notify you that segment values are being rolled up multiple times.

Any blanks in the segment values fields must either be defined in the Segments application as valid or must be optional segments as defined in the Chart of Accounts application.

Note. Each field is labeled as the corresponding segment column heading defined for the chart of accounts. Only segments used in chart of accounts appear.

Description The screen displays the description of the segment value.

Status The screen displays the structure of the status: Active or Inactive.

Screen actions - CEA112D3-01

Commands	Description
F6=Accept	Save the information that you entered on the screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a linked structure

Use the Linked Structure screen, CEA112D4-01, to add linked structures to the structure being defined. The system displays this screen when you select the 11=Links action in the Structures Maintenance Panel, CEA112D1-01.

Note: You cannot add linked structures to a structure that contains components.

Field descriptions - CEA112D4-01

Fields	Description
Chart of Account (8, A)	The screen displays the chart of accounts for the parent and linked structures.
Structure (10, A)	<p>Specify the linked structure for the structure tree that you are adding or updating.</p> <p>Component Structures used as links which contain the same segment values as another structure in the hierarchy are allowed. A warning will be issued during structure rollup to notify you that segment values are being rolled up multiple times.</p>
Description	The screen displays the description for the linked structure selected.
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>3=Activate</p> <p>Activate a structure definition.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value..</p> <p>3=Activate</p> <p>Activate a structure definition.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Structure (10, A)	Specify a unique name for the structure.
Description	The screen displays the description of the segment value.
Status	The screen displays the structure status: Active or Inactive.

Screen actions - CEA112D4-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
F17=Tree	<p>Display the structure. A structure hierarchy consists of the structures that are first, second, third generation, and so on, children to the structure. The segment values for the components of the last structure in the hierarchy also display. Each generation in the hierarchy list is indented an additional space to the right.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Display the structure tree

The Structure Tree screen shows all the structures included in the structure hierarchy and the components that comprise the different structures. The screen displays the structures in a nested format.

Field descriptions - CEA112D4-02

Fields	Description
Structure (10,A):	The screen displays the name of the structure used as the top level structure for the inquiry.
Level	The screen displays the structure level.
Structure/Component	The screen displays the structure name or component number.
Description/Values	The screen displays the structure description or component values.

Screen actions - CEA112D4-02

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a structure component

Use the Structure Component screen, CEA112D5-01, to create or maintain the components for a structure. A component consists of segment values within the same chart of accounts. This screen displays when you select the Create or Revise action next to a segment line on the Component Definition screen.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Note: You cannot add components to a structure that contains linked structures.

Field descriptions - CEA112D5-01

Fields	Description
Structure (10, A)	The screen displays the structure for the component being defined.
Chart of Account (8,A)	The screen displays the chart of accounts for the component being defined.
Sequence (3,0)	Specify a unique sequence number for the component. The Sequence number defaults to increments of ten but you can override it.
Segment (10,A)	The screen displays the segment name.
Value (16,A)	Specify the segment values for the component. Specify exact values or use wildcard characters. Component sequences which contain the same segment values as another component sequence in the hierarchy are allowed. A warning will be issued during structure rollup to notify you that segment values are being rolled up multiple times.

Any blanks in the segment values fields must either be defined in the Segments application as valid or must be optional segments as defined in the Chart of Accounts application.

Description The screen displays the description for the segment value.

Screen actions - CEA112D5-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Consolidation setup, CEA113D1

Use Consolidation Setup, CEA113D1, to create and maintain the map sets used during the consolidation process.

A map set is a group of segments and segment values in a source ledger that are mapped to segments and segment values in a target ledger. You can create multiple map sets to accommodate different consolidation needs.

Consolidation Setup enables you to make the following map sets:

- Make one-to-one maps. For example, source segment value 1010 could be mapped to target segment value 2020.
- Use Wildcard characters: to make many-to-one maps and many-to-many maps.

In a many-to-one example, you can map segment values 1010 and 1020 to target segment value 2020, by entering 10* as the source value and 2020 as the target value.

In a many to many example, you can map all segment values beginning with 2 to the same segment values in the target by entering 2* as the source value and * as the target value.

You can map at the chart of accounts level or at the ledger level. If you map at the chart of accounts level, that is you do not select a source and target ledger, then you can use the map for all ledgers with the same chart of accounts. A map defined at the ledger level for the same chart of accounts can override the default chart of accounts map during processing.

Add or select a consolidation mapping

Use the Consolidation Mapping Selection screen, CEA113D1-01, to add a new map set or to select a map set to maintain.

Field descriptions - CEA113D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Map (10,A)	Specify the map set name.
Source Chart (8,A)	Specify the source chart of accounts.
Source Ledger (8,A)	<p>Specify the source ledger. You can leave this field blank if this map set is to be used with multiple source and target ledgers.</p> <p>Specify both a source ledger and a target ledger or leave both fields blank.</p>
Target Chart (8,A)	Specify the target chart of accounts.
Target Ledger (8,A)	<p>Specify the target ledger. You can leave this field blank if this map set is to be used with multiple source and target ledgers.</p> <p>Specify both a source ledger and a target ledger or leave both fields blank.</p>
Description (30, A)	Specify a description for the map set.
Status	This field indicates whether a record is Active or Inactive.

Screen actions - CEA113D1-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a mapping definition

Use the Consolidation Mapping Definition screen, CEA113D2-01, to define the consolidation map. Consolidation mapping enables you to consolidate books with different charts of accounts and to convert from an existing chart of accounts to a new one.

You do not need consolidation maps to consolidate books with like charts of accounts unless you plan to summarize or modify the source book accounts in the target book accounts.

Field descriptions - CEA113D2-01

Fields	Description
Map Set (10, A)	Specify a map set name.
Description (30,A)	Specify a description for the map set.
Source Chart of Accounts (10,A)	Specify the source chart of accounts.
Source Ledger (8,A)	Specify the source ledger. You can leave this field blank if this map set is to be used with multiple source and target ledgers. Specify both a source ledger and a target ledger or leave both fields blank.
Target Chart of Accounts (8,A)	Specify the target chart of accounts.
Target Ledger (8,A)	Specify the target ledger. You can leave this field blank if this map set is to be used with multiple source and target ledgers. Specify both a source ledger and a target ledger or leave both fields blank.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.

- Act (2,0):** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Segment From (10,A)** The screen displays the source segment.
- Value (16,A)** The screen displays a source segment value or wildcard character.
- Segment To (10,A)** The screen displays the target segment.
- Value (16,A)** The screen displays a source segment value or wildcard character.
- Status** This field indicates whether a record is Active or Inactive.

Screen actions - CEA113D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
	All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Continue to add or update a mapping definition

Use the Consolidation Mapping Definition screen, CEA113D2-02, to continue with the mapping definition. On this screen, you can define the source and target segments and their values.

Field descriptions - CEA113D2-02

Fields	Description
Map Set (10, A)	The screen displays the map set name.
Source Chart of Accounts (10,A)	The screen displays the source chart of accounts.
Source Ledger (8,A)	The screen displays the source ledger.

Target Chart of Accounts (8,A)	The screen displays the target chart of accounts.
Target Ledger (8,A)	The screen displays the target ledger.
Constant Value in Target Segment:	<p>This option enables you to add a value to the map target when no equivalent source segment exists. Specify 1=Yes if the target segment will always contain a predefined value. If you specify Yes, the Source Segment field is disabled because there is no equivalent source segment.</p> <p>Note: If you specify Yes, you must specify a Target segment.</p>
Source Segment (10,A)	Specify the source segment. You cannot enter a source segment if the target segment is a constant value.
Source Value (16,A)	Specify segment value or wildcard character.
Target Segment (10,A)	Specify the target segment.
Target Value (16,A)	<p>Specify the target segment value. Specify exact values or use a wildcard character.</p> <p>Note. If the source and target values are both contain wildcard characters, for example 2* to *, then all segment values in the source are mapped to the same segment values in the target according to wildcard character rules.</p>

Screen actions - CEA113D2-02

Commands	Description
F6=Accept	<p>Save the information that you entered on the screen.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Process definition, CEA114D1

Use Process Definition, CEA114D1, to define and maintain processes. A process is a unique set of instructions that defines a process's execution parameters, process type, and output event. The following are process types:

- Consolidation

- Translation
- Structure Rollup
- Report Year-to-Date Rollup
- Allocation Event

Process Definition, CEA114D1, updates the GPR file.

Add or select a process

Use the Process Definition Selection screen, CEA114D1-01, to add a process or to select a process to update.

Field descriptions - CEA114D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
Process (10,A):	Specify a unique identifier for the process that you are defining. CEA performs a process on a group of financial data such as a ledger and book, or a structure that produces a rollup entry. Consolidation, Translation, Structure Rollup, Report Year-to-Date Rollup and Allocation Event are the five types of processes.

Screen actions - CEA114D1-01

Commands	Description
F13=Filters	Specify a process type to display only those processes on the Process Definition Selection screen.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Filter the list of processes

Use the View Selection screen to specify a process type to display only those processes on the Process Definition Selection screen.

Field descriptions - View Selection

Fields	Description
View by:	<p>Specify a process type to display only those processes. Specify Processes to display all processes. Valid options are:</p> <ul style="list-style-type: none"> 0=Processes 1=Consolidation Processes 2=Structure Rollup Processes 3=Translation Processes 4=Report YTD Rollup Processes 5=Allocation Processes

Screen actions - View Selection

Commands	Description
All Screen Actions	<p>All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Add or update a process

Use the Processes Maintenance Panel, CEA114D2-01, to create or update a process and define the process type and source for a process.

You can specify a year and period to control the processing year and period if you execute the process individually from this screen. The year and period that you define in Process Sequence, CEA115D1, control the processing year and period if you include the process in a process sequence.

Note. Specify the process type and press Enter. The system displays the additional fields that you need to complete the process definition.

Field descriptions - CEA114D2-01

Fields	Description
Process (10,A):	The screen displays the unique identifier for the process.
Description (30,A):	Specify a description for the process.
Process Type (1,0):	Specify the process type.
	Valid choices
	<ul style="list-style-type: none"> ■ 0=Consolidate Combine accounts from one or more source ledgers and books into a target ledger and book as journal entries. You can also perform consolidations with structures as the basis. ■ 1=Translate Convert currency values from a ledger and book to the currency of another ledger and book. Use either the translation or remeasurement method to perform the translation. ■ 2=Structure Rollup Accumulate component and linked structure amounts to top level parent structure totals. ■ 3=Report Year-to-Date Rollup Populate the Financial Report Writer and USERVision Trial Balance Report with year-to-date account balances. ■ 4=Allocation Event Distribute an actual or budgeted balance.
Allocation Event (10,A):	Specify the allocation event.
Posting Date (6,0):	Specify the Allocation Event Posting Date. This date represents the journal entry creation date. Specify the posting date to execute the process from this screen. If process will be run from Process Sequence, CEA115D1, this field is not required.
Ledger (8,A):	Specify the ledger for the source.
Book (10,A):	Specify the book for the source.

Structure (10,A): Specify the structure for the source. This field is required for structure arithmetic and structure rollup process types but is optional for consolidation and translations process types.

Note. The structure must contain the same chart of accounts as the ledger and book.

Year (4,0): Specify the year to process.

Note. If the process is included in a process sequence, the year that you define in Process Sequence, CEA115D1, overrides this year.

Period (3,0): Specify the period to process.

Note. If the process is included in a process sequence, the period that you define in Process Sequence, CEA115D1, overrides this period.

Refresh Report (1,0): Specify whether to refresh all the report writer's account balance records for a given ledger, book, year and period.

Valid choices

- **0=No**
Do not refresh report balances. All the report writer's account balance records for a given ledger, book, year and period will not be refreshed, and the report writer account balance records for periods past the selected period will still be valid.
- **1=Yes**
The program will recalculate all report writer account balance records starting from period 0 through the period specified. All the report writer account balance records for periods past this period will be deleted.

Screen actions - CEA114D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
F17=Consolidate	Access Consolidation Process, CEA114D2-03, to define Consolidation details. This screen action is available in Revise mode, for a Consolidation process record.

- F18=Translate** Access Translation Process, CEA114D2-02, to define Translation details. This screen action is available in Revise mode, for a Translation process record.
- F19=Execute** Save the record to the database, initiate the server processing, and close the screen.
- You can perform this process if you defined a valid ledger and book and if the process type is Consolidation or Translation.
- All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or update a translation process

Use the Translation Process screen, CEA114D2-02, to further define a Translation process. A translation process converts the currency of a source ledger and book into the currency of a target ledger and book. The translated currency is posted to the target based on a selected event. You can translate accounts in an entire source ledger/book or the accounts contained in a structure.

Access this screen in Revise Mode from CEA114D2-01 by using F18=Translate.

Define the following information before you attempt to define a translation process:

- Chart of Accounts
- Ledgers and books
- Segments and Segment values
- Models
- Events with Event Origin of Translation
- Period End and Average rate types
- Gain, Loss and Rounding accounts in the target ledger

CEA translates a source account based on the translation options selected for the natural account segment in the Segment Value screen and the processing information entered in the Translation Process screen. CEA produces journal lines in the target account using the translation process options, the appropriate source to target exchange rate, and translation and gain/loss calculations. The number of journal lines produced also depends on the information in these screens.

The source account is translated based on the following translation decisions:

- Balance Sheet Basis
- Net Period Basis
- Balance Sheet Basis and Historical Rate
- Balance Sheet Basis, Historical Rate, and Create Historical Detail
- Net Period Basis and Historical Rate
- Net Period Basis, Historical Rate, and Create Historical Detail

Field descriptions - CEA114D2-02

Fields	Description
Process (10,A):	The screen displays the process and description.
(Source) Ledger (8,A):	The screen displays the source ledger.
(Source) Book (10,A):	The screen displays the source book
(Target) Ledger (8,A):	Specify the target ledger for the translation process.
(Target) Book (10,A):	Specify the target book for the translation process.
Event (10,A):	Specify the event to use for posting the translated debit and credit journal lines to the target. Only those events with an event origin of Translation appear in this prompt list.
Create Historical Detail (1,0):	<p>This field determines whether journal line detail will be stored for the translation process. Valid options are:</p> <p>0=No</p> <p>Create only one journal line for accumulated debit lines and one journal line for accumulated credit lines in the target ledger.</p> <p>1=Yes</p> <p>Create one journal line in the target ledger for each source account detail journal line during the Translation process. This option applies only to source accounts where Create and Apply Historical Rates is selected for the translation method in the Segment Value screen.</p> <p>Note. Due to rounding restrictions, Historical Rates will not be created if the euro currency conversion is enabled and the Translation/Remeasurement process involves triangulation.</p>
Method (1,0):	<p>Specify a translation method to determine which translation decisions are used. CEA translates an account based on parameters defined in the Segment Value Definition screen, CEA100D3-01, for natural account segments.</p> <p>Valid values are:</p> <p>0=Translation</p> <p>This method multiplies currency balances by an exchange rate to produce balances in another currency.</p> <p>1=Remeasurement</p>

This method provides the translation method required for the United States Financial Accounting Standards Board opinion 52. FASB 52 requires that financial statements prepared in hyper-inflationary currencies be translated in a method referred to as remeasurement. You can also use this method to define the translation parameters to revalue certain account's balances maintained in both foreign and base currencies.

2=Revaluation

This method defines the translation parameters to revalue certain account balances maintained in both foreign and base currencies.

Period End Rate Type (6,A): Specify the period end exchange rate for the translation or remeasurement. This rate type should be consistent with the Rate Type defined for the natural account segment values with balance sheet basis translation or remeasurement.

Average Rate Type (6,A): Specify the average exchange rate for the translation or remeasurement. This rate type should be consistent with the Rate Type defined for the natural account segment values with net period basis translation or remeasurement.

Note. If the "Euro" currency conversion is enabled and the Translation/Remeasurement process involves a target book where the 'Use Published Rates' field, in CLD185 - Rate Type setup, is set differently than this Gain/Loss Rate Type, an alternate rate type will be referenced to obtain the appropriate exchange rate for the gain/loss calculation.

Gain Account: Specify the target account in which to post any gains that occur as a result of the translation or remeasurement.

Loss Account: Specify the target account in which to post any losses that occur as a result of the translation or remeasurement.

Rounding Account: Specify the target account in which to post any rounding differences that occur as a result of the translation or remeasurement.

Screen actions - CEA114D2-02

Commands	Description
F18=Build Gain Account	Access the Account Segments, CEA114D3-01, builder screen. Use this screen to define the translation gain account.
F19=Build Loss Account	Access the Account Segments, CEA114D3-01, builder screen. Use this screen to define the translation loss account.
F20=Build Rounding Account	Access the Account Segments, CEA114D3-01, builder screen. Use this screen to define the translation rounding difference account. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a consolidation process

Use the Consolidation Process screen, CEA114D2-03, to further define a consolidation process. A consolidation process allows you to combine source ledger/book account balances into a target ledger/book. The consolidation process outputs the results as journal lines in the target ledger/book. You can consolidate structures and use structures as the basis for consolidations.

Access: Specify line action 2, Revise, for a consolidation process on CEA114D1-01 and press Enter. On CEA114D2-01, use F17=Consolidate.

Use consolidation for the following processes:

- Creating a rolled-up financial presentation.
- Presenting source information in a disparate chart of accounts.
- Reorganizing a chart of accounts.

Field descriptions - CEA114D2-03

Fields	Description
Process (10,A):	The screen displays the process and description.
(Source) Ledger (8,A):	The screen displays the source ledger.
(Source) Book (10,A):	The screen displays the source book.
(Target) Ledger (8,A):	Specify the target ledger for the consolidation process.

- (Target) Book (10,A):** Specify the target book for the consolidation process.
- Event (10,A):** Specify the event used to create the journal entry in the target ledger. One journal line is written for every source account.
- Map Set (10,A):** Specify the map set for the consolidation process. You must enter a map set if the source and target ledgers and books do not share the same chart of accounts.
- Generate Report (1,0):** The following selections are available:
- 0=No
- The system completes the consolidation process but does not print the Consolidated Journal Report.
- 1=Yes
- The system prints the Consolidated Journal Report after the consolidation process ends.
- Target Period Override (1,0):** Specify a consolidation option to determine the method by which the target period is assigned.
- Valid choices**
- **0=None**
The system calculates the target period based on the period in the target period table in which the consolidation transaction date falls. The consolidation transaction date is the month end date of the source period in which the original transaction took place.
 - **1=Target Period Increment**
Change the system-calculated target period by adjusting it a specified number of periods ahead or behind. The system calculates the target period in two steps. First, the default target period is calculated as described above. Second, the target period is added to or subtracted from by the number of periods specified in the Target Period Increment, Period Increment field.
 - **2=Target Period Selection**
Manually determine the target period and year in which the consolidation transaction is posted.
- Period Increment:** Specify the number of periods by which to adjust the target period. Valid values are -999 to 999. To move the target period forward, enter a positive number. To move the target period backward, enter a negative number. If you enter

zero (0), the target period is not adjusted forward or backward but is determined by the default target period calculation.

You must specify a period increment if you select the Target Period Increment option above.

Include Audit Periods: Include audit periods in the number of periods to be incremented.

Valid selections are:

0=No

The system ignores the audit periods when it adjusts the target period.

1=Yes

If you specify Yes, then include the audit periods in the Period Increment value.

Period: Specify a valid target period in which to post the consolidation transaction.

Year: Specify a valid target year in which to post the consolidation transaction.

Screen actions - CEA114D2-03

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update account segments

Use the Account Segments screen, CEA114D3-01, to define or modify the gain, loss, and rounding accounts in the Translation Process screen. The system places the accounts that you build into the appropriate field on the Translation Process screen.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

 Field descriptions - CEA114D3-01

Fields	Description
Process (10,A):	The screen displays the process and description.
Segment (10,A):	The screen displays the segments based on the Chart of Accounts for the Target Ledger.
Value (16,A):	Specify the segment value name. Wildcard character values are not allowed in the segment value fields.
Description (30,A):	The screen displays the description of the Segment Value.

Screen actions - CEA114D3-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Allocation Events List

The Event Listing screen displays a list of existing Allocation Events.

Select an allocation event

You can select an Allocation event to populate the Allocation Event field on the calling screen.

Field descriptions - allocation events

Fields	Description
Event:	The system displays a name to identify the event.
Description:	The screen displays the description of the Allocation Event. Use this description to identify an event in reports and inquiries.

Actions All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Screen actions - allocation events

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Process Type List

This screen displays a list of existing Process Types.

Select a process type

You can select a Process Type to populate the field on the calling screen.

Field descriptions - process types

Fields	Description
Process:	The system displays a name to identify the process.
Process Type:	The system displays the Process Type.
Description:	The screen displays the description of the process. Use this description to identify a process in reports and inquiries.

Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

Screen actions - process type

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Process sequence, CEA115D1

Use Process Sequence, CEA115D1, to create and maintain process sequences. You can group multiple processes, up to 999, and execute them in a specific order. Define processes in Process Definition, CEA114D1.

If you specify a sequence in which to execute the processes, the results of one process can build upon the results of a previous process. For example, a process sequence could contain five steps. Each step would consolidate a different source book into the same target book. The result of this process sequence is a target book containing the consolidation of the five source books.

You can perform a process sequence one time or you can perform the process sequence on a repetitive, demand basis.

Add or select a process sequence

Use the Process Sequence Listing screen, CEA115D1-01, to add a process sequence or to select a process sequence to update.

Field descriptions - CEA115D1-01

Fields	Description
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Process Sequence (10,A): Specify a process sequence.

Screen actions - CEA115D1-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a process sequence

Use the Process Sequence Definition screen, CEA115D2-01, to add or to update a process sequence. A process sequence is a group of processes that are performed in order.

Field descriptions - CEA115D2-01

Fields	Description
Process Sequence (10,A):	The screen displays the process sequence.
Description (30,A):	Specify the process sequence description.
Year:	Specify the year in which the process will be executed. To execute the process, the system uses the year from Process Sequence Detail, CEA115D3-01, first. If the year is not specified in Process Sequence Detail, then the system uses the year specified in Process Sequence Definition, CEA115D2-01. If the year is not specified there, the system uses the year specified in Process Definition, CEA114D1.
Period:	Specify the period in which the process will be executed. To execute the process, the system uses the period from Process Sequence Detail, CEA115D3-01, first. If the period is not specified in Process Sequence Detail, then the system uses the period specified in Process Sequence Definition, CEA115D2-01. If the period is not specified there, the system uses the period specified in Process Definition, CEA114D1.

Allocation Posting Date (6,0): Specify the posting date for the allocation event. This date represents the journal entry creation date. You can enter an allocation posting date in Process Definition (CEA114D2-01) or Process Sequence Detail (CEA115D3-01). The system uses the Posting Date from Process Sequence Detail, CEA115D3-01, first. If the date is not found, the system uses the Posting Date from Process Sequence Definition, CEA115D2-01. If the date is not found, the system looks for the Process Date in Process Definition, CEA114D1.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Step (3,0): Specify the step number for the process. CEA adds default step numbers automatically in increments of 10.

A process sequence can contain up to 999 steps (processes).

Process (10,A): Specify the process for this step.

Description (Process) (30,A): The screen displays the process description.

Screen actions - CEA115D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
F18=Execute	Save the record to the database, initiate the server processing, and close the screen.
	All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update steps in the process sequence

Use the Process Sequence Detail screen, CEA115D3-01, to define the steps in a process sequence. The step number defines the order in which the process is performed. For each step you select a process and, optionally, define its processing year and period.

Access: This screen opens when you specify Create or Revise in the Process Sequence Definition screen, CEA115D2-01.

Field descriptions - CEA115D3-01

Fields	Description
Process Sequence (10,A):	The screen displays the process sequence that you are adding or updating.
Step (3,0):	The screen displays the step numbered. The system automatically assigns default step numbers in increments of 10. A process sequence can contain up to 999 steps (processes).
Process (10,A):	Specify a process for this step in the sequence.
Description (Process) (30,A):	The screen displays the description of the process.
Year:	Specify the year in which the process will be executed. To execute the process, the system uses the year from Process Sequence Detail, CEA115D3-01, first. If the year is not specified in Process Sequence Detail, then the system uses the year specified in Process Sequence Definition, CEA115D2-01. If the year is not specified there, the system uses the year specified in Process Definition, CEA114D1.
Period (3,0):	Specify the period in which the process will be executed. To execute the process, the system uses the period from Process Sequence Detail, CEA115D3-01, first. If the period is not specified in Process Sequence Detail, then the system uses the period specified in Process Sequence Definition, CEA115D2-01. If the period is not specified there, the system uses the period specified in Process Definition, CEA114D1.
Allocation Posting Date (6,0):	Specify the posting date for the allocation event. This date represents the journal entry creation date. You can enter an allocation posting date in Process Definition (CEA114D2-01) or Process Sequence Detail (CEA115D3-01). The system uses the Posting Date from Process Sequence Detail, CEA115D3-01, first. If the date is not found, the system uses the Posting Date from Process Sequence Definition, CEA115D2-01. If the date is not found, the system looks for the Process Date in Process Definition, CEA114D1.

Screen actions - CEA115D3-01

Commands	Description
F6=Accept	<p>Save the information that you entered on the screen.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Process monitor, CEA116D1

Use Process Monitor, CEA116D1, to view the processing output status, results messages, error messages, and process termination messages.

Allocation, Consolidation, Structure Rollups, Subsystem, Transfer Opening Balances, and Translation processes do the majority of their processing in batch mode. The system creates a log file to store the messages sent by the server as a batch process is run. The Process Monitor provides views of this file based on user-defined filtering.

View processes list

Use the List Processes screen, CEA116D1-01, to view the list of events which have a batch log file associated with them.

Field descriptions - CEA116D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Event Origin:	The screen displays the type of event. Valid indicators are:

- Allocation
- Consolidation
- Structure Rollup
- Subsystem
- Translation
- Transfer Opening Balances

Process/Event: The screen displays the Process Identifier which is the unique name of an event used by the Event Origin process to generate allocation, consolidation, subsystem, transfer opening balance, or translation journal entries. The screen displays the name of the process for Structure Rollups.

Event Number: The screen displays the CEA-assigned unique identifier for the event number assigned to this batch process. For example, this may be the event number for the Transfer Opening Balances process.

If no journal entries were created, this number is zero. This number will also be zero for structure rollups.

Process Time: The screen displays the time the batch transaction processing began.

Transaction Process Date: The screen displays the date on which the batch transaction processing began.

Screen actions - CEA116D1-01

Commands	Description
F13=Filters	<p>Select the process type and specify a range of process identifiers, event numbers, and processing dates.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Filter the processes list

Use the Filters screen to limit or filter the records displayed in the List Processes screen.

Field descriptions - Filter

Fields	Description
Event Origin:	Specify an event origin to filter by. Valid options are: <ul style="list-style-type: none"> ■ Allocation ■ Consolidation ■ Structure Rollup ■ Subsystem ■ Transfer Opening Balances ■ Translation
Process/Event - From (10,A):	Specify the beginning process. This can be "*" to indicate the beginning value or the low alphanumeric name of a range of event names. The default is "*".
Process/Event - To (10,A):	Specify the ending process. This can be "*" to indicate the ending value or the high alphanumeric name of a range of event names.
Event Number - From (15,0):	Specify the beginning Event Number.
Event Number - To (15,0):	Specify the ending Event Number. The Event Number is always zero for a structure rollup.
Process Date - From (Date):	Specify the beginning Process/Event Date.
Process Date - To (Date):	Specify the ending Process/Event Date.

Screen actions - Filter

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View the batch log file

Use this screen to view the information in the batch log file.

Field descriptions - CEA116D2-01

Fields	Description
Event Origin:	<p>The screen displays the type of event. Valid indicators are:</p> <ul style="list-style-type: none"> ■ Allocation ■ Consolidation ■ Structure Rollup ■ Subsystem ■ Transfer Opening Balances ■ Translation
Process/Event (10,A):	<p>The screen displays the Process Identifier which is the unique name of an event used by the Event Origin process to generate journal entries.</p> <p>Note. If the batch process ends before the event or process identifier is retrieved, then the Process field will be blank.</p>
Event Number (15,0):	<p>The screen displays the CEA-assigned unique identifier for the event number assigned to this batch process.</p>
Transaction Process Date (8,0):	<p>The screen displays the date on which the batch transaction processing began.</p>
Process Time (6,0):	<p>The screen displays the time the batch transaction processing began.</p>
Error Field Number (3,0):	<p>The screen displays the field number within the file in which the error occurred as a batch process was run.</p> <p>This information is shown in the Process Monitor application's Processes screen.</p>
File/Server Name (10,A):	<p>The screen displays the server name where the errors occurred as a batch process was run.</p> <p>This information is shown in the Process Monitor's Processes screen.</p>
Message Number (7,0):	<p>The screen displays the CEA-assigned message identifier.</p>
Message:	<p>The screen displays the text of the message returned by the server.</p>

Screen actions - CEA116D2-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Account Inquiry, CEA300D1

Account Inquiry, CEA300D1, provides comparative views of account balance information. An account inquiry enables you to access the supporting information that is the basis for a balance. Define an inquiry for a specific chart of accounts and add columns that define the information to include in the inquiry result. After you define an account inquiry, you cannot change the Inquiry and Chart of Accounts fields.

Add or update an account inquiry

Use the Account Inquiry List Panel, CEA300D1-01, to select an Account Inquiry to create, revise, copy, delete, and display.

Field descriptions - CEA300D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Inquiry (10,A):	Specify a unique name to identify the inquiry. After you define an account inquiry, you cannot change the Inquiry and Chart of Accounts fields.
Chart of Accounts (8,A)	Specify a chart of accounts to use for the account inquiry. The chart must be valid in CEA. A chart of accounts consists of the user-defined sequence of segments used to capture and classify financial information. CEA supports

multiple charts on a system. After you define an account inquiry, you cannot change the Inquiry and Chart of Accounts fields.

Screen actions - CEA300D1-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the account inquiry list

Use the Filters screen to specify the records you want to view in the Account Inquiry Definition screen. The system displays only those records that meet all the criteria that you specify.

Wildcard characters are allowed for the Inquiry Owner, Inquiry, and Chart of Accounts fields and "*" is the default entry.

Field descriptions - Filter

Fields	Description						
Inquiry Owner:	The screen displays the user name of the individual who created the inquiry. Only the owner of the inquiry can specify whether an inquiry is read-only or private.						
Inquiry:	To view records for a specific inquiry, specify the unique name that identifies the account inquiry.						
Chart of Accounts:	To view records for a specific chart of accounts, specify the chart of accounts.						
Type:	Specify one of the following inquiry types: <table border="1" style="margin-left: 20px;"> <tbody> <tr> <td>0</td> <td>Public</td> </tr> <tr> <td>1</td> <td>Private</td> </tr> <tr> <td>2</td> <td>All</td> </tr> </tbody> </table>	0	Public	1	Private	2	All
0	Public						
1	Private						
2	All						

Only the inquiry owner can set or change this option. If an inquiry is Private, only the owner can use and execute the inquiry. Other users cannot use or execute this inquiry.

Read Only:

Specify whether or not to include read-only inquiries. Valid options are:

0	No
1	Yes
2	All

Only the inquiry owner can set or change this option. Other users can execute this inquiry, but they cannot change any of the inquiry criteria.

Screen actions - Filter

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update an account inquiry

Use the Account Inquiry Definition screen, CEA300D2-01, to create, revise, accept, and execute Account Inquiries. You can add up to 15 columns for an Account Inquiry.

To execute an Account Inquiry, use F18=Accept and Run. The results are displayed in the Account Inquiry Results screen.

Note. Any changes you make in the Account Inquiry Header screen are permanently saved when you press F18=Accept and Run.

Field descriptions - CEA300D2-01

Fields	Description
Inquiry Owner:	The screen displays the user name of the individual who is creating the inquiry. This field defaults to the user name you used to login to the system. Only the owner of the inquiry may specify whether an inquiry is read only or private.
Chart of Accounts (8,A):	The screen displays the chart of accounts.

Inquiry (10,A): The screen displays the inquiry name.

Description User (30,A) Specify a description for the account inquiry.

Type: Specify one of the following inquiry types:

0 Public

1 Private

Only the inquiry owner can set or change this option. If an inquiry is Private, only the owner can use and execute the inquiry. You cannot define an account inquiry as private and read only.

Read Only Specify one of the following options:

0 No

1 Yes

Only the inquiry owner can set or change this option. Other users can execute this inquiry, but they cannot change any of the inquiry criteria. You cannot define an account inquiry as private and read only.

Inquiry Type Specify an Inquiry Type. You can choose one of three inquiry types: Amounts Only, Amounts and Statistics, or Statistics Only. The account inquiry results screen will display columns for Amounts, Statistics or both.

Account Type: Assets Use the Account Type options to filter inquiry results. Specify 1=Yes to include assets in the inquiry. If you do not select an account type, it will not appear in the results screen. You can select any combination of account types but you must select at least one.

Account Type: Income Use the Account Type options to filter inquiry results. Specify 1=Yes to include income in the inquiry. If you do not select an account type, it will not appear in the results screen. You can select any combination of account types but you must select at least one.

Account Type: Retained Earnings Use the Account Type options to filter inquiry results. Specify 1=Yes to include retained earnings in the inquiry. If you do not select an account type, it will not appear in the results screen. You can select any combination of account types but you must select at least one.

Account Type: Liabilities Use the Account Type options to filter inquiry results. Specify 1=Yes to include liabilities in the inquiry. If you do not select an account type, it will not appear

in the results screen. You can select any combination of account types but you must select at least one.

Account Type

Use the Account Type options to filter inquiry results. Specify 1=Yes to include expenses in the inquiry. If you do not select an account type, it will not appear in the results screen. You can select any combination of account types but you must select at least one.

Account Type

Use the Account Type options to filter inquiry results. Specify 1=Yes to include statistics in the inquiry. If you do not select an account type, it will not appear in the results screen. You can select any combination of account types but you must select at least one.

Compare Segments in Column Headings - Selection 1

Specify the names of the segments to compare in the account inquiry columns. You can specify up to three segments for comparison, but the total number of compare segments must be at least one less than the total number of segments defined in the chart of accounts.

Compare Segments in Column Headings - Selection 2

Specify the names of the segments to compare in the account inquiry columns. You can specify up to three segments for comparison, but the total number of compare segments must be at least one less than the total number of segments defined in the chart of accounts.

Compare Segments in Column Headings - Selection 3

Specify the names of the segments to compare in the account inquiry columns. You can specify up to three segments for comparison, but the total number of compare segments must be at least one less than the total number of segments defined in the chart of accounts.

Actions

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Column (3,0)

Specify the column sequence number. Use this number to determine the relative placement of the column; lower numbers appear to the left of higher numbers. You must define a column sequence and you cannot change it after you save the inquiry.

Screen actions - CEA300D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
F18=Accept and Run	Save and execute the account inquiry and open the Account Inquiry Results screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a column definition

Use the Column Definition screen, CEA300D2-02, to define the information to include in the inquiry. You must specify a ledger, book, and year as the source for the results in a column.

The screen lists the segments that are in the Chart of Accounts for this inquiry. You can specify a range of values or you can use wildcards to define the information that appears in the results.

The screen includes a From period and To period for each column. If you enter a range of periods, the account balance is summarized in the results screen.

You can define up to fifteen columns.

Field descriptions - CEA300D2-02

Fields	Description
Column (3,0):	The screen displays the column sequence number entered on the previous screen, CEA300D2-01.
Ledger (8,A):	Specify the ledger for the column. The ledger must be defined to the chart of accounts for this inquiry.
Book (10,A):	Specify the book for the column. The book must be defined to the ledger that you specified in the Ledger field.
Year (4,0):	Specify the year for the book.
Period From (3,0):	Specify the beginning period for the column. To display year-to-date balances for balance sheet accounts, include period 0 in this range.

Period To (3,0):	Specify the ending period for the column.
Segments From:	The screen displays the segment column headings for all segments in the Chart of Accounts for this inquiry. Specify the Segment Values that you want to inquire upon. You can specify wildcard characters or segment ranges unless the segment is used as a comparison segment. Leave the TO segment blank if the From segment value is fixed or a wildcard. If the Lower Segment value is left blank, the inquiry program will look for a blank to match.
Segments To:	The screen displays the segment column headings for all segments in the Chart of Accounts for this inquiry. Specify the Segment Values that you want to inquire upon. You can specify wildcard characters or segment ranges unless the segment is used as a comparison segment. Leave the TO segment blank if the From segment value is fixed or a wildcard. If the Lower Segment value is left blank, the inquiry program will look for a blank to match.

Screen actions - CEA300D2-02

Commands	Description
F6=Accept	Save the information that you entered on the screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select an inquiry type

Use the Select Option Window to select the type of Inquiry.

Field descriptions - select option

Fields	Description
(Option)	Select an Inquiry Type. Valid options are: 1=Amounts Only 2=Amounts and Statistics

3=Statistics Only

Screen actions - select option

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View results for an amounts only inquiry

The Account Inquiry Results screen, CEA300D3-01, displays the results of an account inquiry for an amounts only inquiry type. This screen is also a starting point for views of the periods, journal lines, journal entries, and events that support a specific account inquiry balance. Because the inquiry results contain only posted journal entries, all information in the columns is for reference only.

To view the periods that support an account balance, place your cursor on the amount and use F9=Periods. The system displays the Account Inquiry Results - Periods screen, CEA300D3-04.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA300D3-01

Fields	Description
Chart of Accounts (8,A):	The screen displays the Chart of Accounts.
Inquiry (10,A);	The screen displays the Inquiry.
Description (30,A):	The screen displays the Description.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify 5=Display next to a line and press Enter.
Account String/Description:	The screen displays the account string or the description for each balance record. Use F14=Account String/Description to toggle between the account

string and the account description. The description is that of the natural account.

Column: The screen displays the amount of each balance record.

Screen actions - CEA300D3-01

Commands	Description
F9=Periods	Place your cursor on an amount and use F9=Periods to open the Periods screen. The Periods screen displays period-specific information that supports the account balance.
F14=Account String/Description	Toggle between the Account String and Description on the Natural Account.
F15=Scroll Account String	Display the next 20 characters of the account string.
F16=View Column Definition	Place your cursor on the column heading or on a value in the column and use F16=View Column Definition to display detail information for the column.
F19=Previous	Display the previous columns.
F20=Next	Scroll across the screen to display the next columns. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View line detail in the account inquiry

The Account Inquiry Results - Display Line screen, CEA300D3-02, displays the details of the account inquiry line you selected on the previous screen.

This information includes the inquiry name, the account string description, the line number selected, the segments, the amounts by column, and the column number.

Screen actions - CEA300D3-02

Commands	Description
F16=View Column Definition	Place your cursor on the column number and use F16=View Column Definition to display detail information for the column. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a column definition

The Column Definition screen displays the ledger, book, and year that are the source for the results in the column.

The screen also displays the period range for each column. If the column includes a range of periods, the account balance is summarized in the results screen.

Field descriptions - column definition

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	The screen displays the ledger for the inquiry.
Book (10,A)	The screen displays the book for the ledger specified.
Year	The screen displays the year for the book specified.
Period From/To	The screen displays the beginning and ending period for the column.
Currency	The screen displays the currency defined for the column.

Screen actions - column definition

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View period-specific information for an amounts only inquiry

Use the Account Inquiry Results - Periods screen, CEA300D3-04 to view period specific information which supports an account inquiry balance.

Field descriptions - CEA300D3-04

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column in the Column Definition.
Book (10,A):	The screen displays the book specified for the column.
Year (4,0):	The screen displays the year specified for the column.
Account:	The screen displays the full account specified for the column.
Period From (3,0):	The screen displays the starting period for the column.
Period To (3,0):	The screen displays the ending period for the column.
Currency (3,A):	The screen displays the book's currency.
Description (30,A):	The screen displays the description of the account. This is the description of the natural account.
Totals: Debits:	The screen displays the sum of all debits for the period range.
Totals: Credits:	The screen displays the sum of all credits for the period range.
Totals: Net:	The screen displays the net amount of all debits and credits for the period range.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Period (3,0):

The screen displays the period to which the amounts apply.

Book Debit Amount:

The screen displays the balance record debit amount for that period.

Book Credit Amount:

The screen displays the balance record credit amount for that period.

Net Amount:

The screen displays the net amount for the debits and credit for that period.

Statistic Amount:

The screen displays the balance record statistical amount for that period. Use F11=Fold/Unfold to display this amount.

Screen actions - CEA300D3-04

Commands

Description

F11=Fold/Unfold

Display the statistic amount for each period.

F15=Segments

Display Account Segments, CEA500D4-01, to see the full account string (segment, value, and description) for the amount.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View results for a statistics inquiry

The Account Inquiry Results screen, CEA300D4-01, displays the results of an account inquiry for a statistics inquiry type. This screen is also a starting point for views of the periods, journal lines, journal entries, and events that support a specific account inquiry balance. Because the inquiry results contain only posted journal entries, all information in the columns is for reference only.

To view the periods that support an account balance, place your cursor on the amount and use F9=Periods. The system displays the Account Inquiry Results - Periods screen, CEA300D4-04.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA300D4-01

Fields	Description
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Chart of Accounts (8,A):	The screen displays the Chart of Accounts.
Inquiry (10,A);	The screen displays the inquiry name.
Description (30,A):	The screen displays the inquiry description.
Act (2,0):	Specify 5=Display next to a line and press Enter.
Account String/Description:	The screen displays the account string or description for each balance record. Use F14=Account String/Description to toggle between the account string and the account description. The description is that of the natural account.
Column:	The screen displays the amounts of each balance record displayed for Statistics.

Screen actions - CEA300D4-01

Commands	Description
F9=Periods	Place your cursor on an amount and use F9=Periods to open the Periods screen. The Periods screen displays period-specific information that supports the account balance.
F14=Account String/Description	Toggle between the Account String and Description on the Natural Account.
F15=Scroll Account String	Display the next 20 characters of the account string.
F16=View Column Definition	Place your cursor on the column heading or on a value in the column and use F16=View Column Definition to display detail information for the column.
F19=Previous	Display the previous columns.
F20=Next	Scroll across the screen to display the next columns. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View line detail in the account inquiry

The Account Inquiry Results - Display Line screen, CEA300D4-02, displays the details of the inquiry line that you selected on the previous screen.

This information includes the inquiry name, the account string description, the line number selected, the segments, the column number, and the statistics by column.

Screen actions - CEA300D4-02

Commands	Description
F16=View Column Definition	Place your cursor on the column number and use F16=View Column Definition to display detail information for the column.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View a column definition

The Column Definition screen displays the ledger, book, and year that are the source for the results in the column.

The screen also displays the period range for each column. If the column includes a range of periods, the account balance is summarized in the results screen.

Field definition - column definition

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	The screen displays the ledger for the inquiry.
Book (10,A)	The screen displays the book for the ledger specified.
Year	The screen displays the year for the book specified.
Period From/To	The screen displays the beginning and ending period for the column.
Currency	The screen displays the currency defined for the column.

Screen actions - column definition

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View period-specific information for a statistics inquiry

The Account Inquiry Results - Periods screen, CEA300D4-04, displays period-specific information that supports an account inquiry balance.

Field descriptions - CEA300D4-04

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column in the Column Definition.
Book (10,A):	The screen displays the book specified for the column.
Year (4,0):	The screen displays the year specified for the column.
Account:	The screen displays the full account specified for the column.
Period From (3,0):	The screen displays the starting period for the column.
Period To (3,0):	The screen displays the ending period for the column.
Currency (3,A):	The screen displays the book's currency.
Description (30,A):	The screen displays the description of the account. This is the description of the natural account.
 Actions	 Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Period Detail
	Access the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
 Act (2,0):	 Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Period Detail
	Access the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.

Period (3,0): The screen displays the period to which the amounts apply.

Statistic: The screen displays the balance record statistical amount for that period.

Screen actions - CEA300D4-04

Commands	Description
F15=Segments	<p>Access Account Segments, CEA500D4-01 and display detail information for the full account string.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View results for an amounts and statistics inquiry

The Account Inquiry Results screen, CEA300D5-01, displays the results of an account inquiry for an amounts and statistics inquiry type. This screen is also a starting point for views of the periods, journal lines, journal entries, and events that support a specific account inquiry balance. Because the inquiry results contain only posted journal entries, all information in the columns is for reference only.

To view the periods that support an account balance, place your cursor on the amount and use F9=Periods. The system displays the Account Inquiry Results - Periods screen, CEA300D5-04.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA300D5-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Chart of Accounts (8,A):	The screen displays the Chart of Accounts.
Inquiry (10,A);	The screen displays the inquiry name.
Description (30,A):	The screen displays the inquiry description.
Act (2,0):	Specify 5=Display next to a line and press Enter.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

- Account String/Description:** The screen displays the account string or description for each balance record. Use F14=Account String/Description to toggle between the account string and description. The description is that of the natural account.
- Column:** The screen displays the amounts of each balance record displayed for Amount and Statistic.

Screen actions - CEA300D5-01

Commands	Description
F9=Periods	Place your cursor on an amount and use F9=Periods to open the Periods screen. The Periods screen displays period-specific information that supports the account balance.
F14=Account String/Description	Toggle between the Account String and Description on the Natural Account.
F15=Scroll Account String	Display the next 20 characters of the account string.
F16=View Column Definition	Place your cursor on the column heading or on a value in the column and use F16=View Column Definition to display detail information for the column.
F19=Previous	Display the previous columns.
F20=Next	Scroll across the screen to display the next columns.
	All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View line detail in the account inquiry

The Account Inquiry Results - Display Line screen, CEA300D5-02, displays the Account Inquiry Results detail by line for amount and statistics inquiries.

This information includes the inquiry name, the account string description, the line number selected, the segments, the amounts by column, the column number, and the statistics by column.

Screen actions - CEA300D5-02

Commands	Description
F16=View Column Definition	Place your cursor on the column number and use F16=View Column Definition to display detail information for the column. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a column definition

The Column Definition screen displays the ledger, book, and year that are the source for the results in the column.

The screen also displays the period range for each column. If the column includes a range of periods, the account balance is summarized in the results screen.

Field definition - column definition

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	The screen displays the ledger for the inquiry.
Book (10,A)	The screen displays the book for the ledger.
Year	The screen displays the year for the book.
Period From/To	The screen displays the beginning and ending period for the column.
Currency	The screen displays the currency defined for the column.

Screen actions - column definition

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View period-specific information for an account and statistic inquiry

The Account Inquiry Results - Periods screen, CEA300D5-04, displays period-specific information that supports an account inquiry balance.

Field descriptions - CEA300D5-01

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column in the Column Definition.
Book (10,A):	The screen displays the book specified for the column.
Year (4,0):	The screen displays the year specified for the column.
Account:	The screen displays the full account specified for the column.
Period From (3,0):	The screen displays the starting period for the column.
Period To (3,0):	The screen displays the ending period for the column.
Currency (3,A):	The screen displays the book's currency.
Description (30,A):	The screen displays the description of the account. This is the description of the natural account.
Totals: Debits:	The screen displays the sum of all debits for the period range.
Totals: Credits:	The screen displays the sum of all credits for the period range.
Totals: Net:	The screen displays the net amount of all debits and credits for the period range.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Access the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Access the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Period (3,0):

The screen displays the period to which the amounts apply.

Book Debit Amount:

The screen displays the balance record debit amount for that period.

Book Credit Amount:

The screen displays the balance record credit amount for that period.

Net Amount:

The screen displays the net amount for the debits and credit for that period.

Statistic Amount:

The screen displays the balance record statistical amount for that period.
Use F11=Fold/Unfold to display the value.

Screen actions - CEA300D5-04

Commands

Description

F11=Fold/Unfold

Display the statistic amount for each period.

F15=Segments

Display Account Segments, CEA500D4-01, to see the full account string (segment, value, and description) for the amount.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View period detail information

Use the Period Detail Panel screen, CEA300D6-01, to view the journal lines that support a period's account inquiry balance. The screen displays the posted journal lines arranged in date order for the period displayed.

Field descriptions - CEA300D6-01

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column in the Column Definition.
Book (10,A):	The screen displays the book specified for the column in the Column Definition
Account:	The screen displays the full account selected in the Account Inquiry Results.
Description (30,A):	The screen displays the description of the account. This is the description of the natural account.
Year (4,0):	The screen displays the year specified for the column.
Period (3,0):	The screen displays the period selected on the Account Inquiry Results - Periods screen.
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Line Detail</p> <p>Access Journal Line Detail, CEA500D3-01, and display the detail information for a journal line.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0)	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Line Detail</p> <p>Access Journal Line Detail, CEA500D3-01, and display the detail information for a journal line.</p>

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Date (8,P)	The screen displays the posting date for the journal line.
Journal Entry (9,A):	The screen displays the journal number for the journal line.
Journal Line (7,0):	The screen displays the journal line number.
Debit Book (15,2):	The screen displays the debit amount for the journal line in the book currency.
Credit Book (15,2):	The screen displays the credit amount for the journal line in the book currency.
Net Amount (15,2):	The screen displays the net of the book debit amount and the book credit amount for the journal line.
Statistic (15,5):	The screen displays the statistical amount for the journal line.

Screen actions - CEA300D6-01

Commands	Description
F11=Fold/Unfold	Display the statistical amount for each period.
F15=Segments	Display Account Segments, CEA500D4-01, to see the full account string (segment, value, and description) for the amount. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Journal Inquiry, CEA310D1

Use Journal Inquiry, CEA310D1, to view journal information or to select it for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Select a journal entry from the Journal Inquiry by Ledger screen

Use the Journal Inquiry by Ledger screen, CEA310D1-01, to select a journal entry to view or to delete. The list is organized alphanumerically by ledger.

Field descriptions - CEA310D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Ledger (8,A)	The screen displays the journal entry's ledger.
Event Number (15,0)	The screen displays the CEA generated event number for this event.
Event (10, A)	The screen displays the event from which the event number was created and its description.
Book (10,A)	The screen displays the journal entry's book.
Journal Number (7,0)	The screen displays the journal entry's journal number.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-01

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select a journal entry from the Journal Inquiry by Date screen

Use the Journal Inquiry by Date screen, CEA310D1-02, to view journal information or to select it for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Use F16=View on CEA310D1-01 and select option 2, Journal Inquiry by Date

Field descriptions - CEA310D1-02

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Date	The screen displays the posting date of a journal entry. The journal entry date for an event applies to all journal entries within the event.
Event Number (15,0)	The screen displays the CEA generated event number for this event.

Event (10, A)	The screen displays the event from which the event number was created and its description.
Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.
Journal Number (7,0)	The screen displays the journal entry's journal number.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-02

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select a journal entry from the Journal Inquiry by Source and Date screen

Use the Journal Inquiry by Source and Date screen, CEA310D1-03, to view journal information or to select it for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Use F16=View on CEA310D1-01 and select option 3, Journal Inquiry by Source and Date.

Field descriptions - CEA310D1-03

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Journal Number (7,0)	The screen displays the journal entry's journal number.
Date	The screen displays the posting date of a journal entry. The journal entry date for an event applies to all journal entries within the event.
Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.
Event Number (15,0)	The screen displays the CEA generated event number for this event.
Event (10, A)	The screen displays the event from which the event number was created and its description.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-03

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select a journal entry from the Journal Inquiry by Source screen

Use the Journal Inquiry by Source screen, CEA310D1-04, to view journal information or to select it for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Use F16=View on CEA310D1-01 and select option 4, Journal Inquiry by Source.

Field descriptions - CEA310D1-04

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Journal Number (7,0)	The screen displays the journal entry's journal number.
Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.

Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Event Number (15,0)	The screen displays the CEA generated event number for this event.
Event (10, A)	The screen displays the event from which the event number was created and its description.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-04

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select a journal entry from the Journal Inquiry by Event Number screen

Use the Journal Inquiry by Event Number screen, CEA310D1-05, to view journal information or to select it for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Use F16=View on CEA310D1-01 and select option 5, Journal Inquiry by Event Number.

Field descriptions - CEA310D1-05

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Event Number (15,0)	The screen displays the CEA generated event number for this event.
Event (10, A)	The screen displays the event from which the event number was created and its description.
Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.
Journal Number (7,0)	The screen displays the journal entry's journal number.
Date	The screen displays the posting date of a journal entry. The journal entry date for an event applies to all journal entries within the event.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-05

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select a journal entry from the Journal Inquiry by Internal Counter screen

Use the Journal Inquiry by Internal Counter screen, CEA310D1-06, to view journal information or to select it for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Use F16=View on CEA310D1-01 and select option 6, Journal Inquiry by Internal Counter.

Field descriptions - CEA310D1-06

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Internal Counter:	The screen displays the Internal Counter for the Journal. CEA applies this sequential number to journal entries created for a book during posting of events. The internal counter is separate from the journal entry number. Use

the internal counter as an audit trail and to ensure accountability for all journal entries.

Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.
Journal Number (7,0)	The screen displays the journal entry's journal number.
Date	The screen displays the posting date of a journal entry. The journal entry date for an event applies to all journal entries within the event.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-06

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select a journal entry from the Journal Inquiry by Ledger for USERID screen

Use the Journal Inquiry by Ledger for USERID screen, CEA310D1-07, to view information for all ledgers defined in CEA for a USERID or to select the information for further analysis. You can view information for journal entries with any status. Use the screens in this application to access and view specific information such as journal line details, notes, and event information for a journal entry. Because the journals that you are viewing have already been posted, you cannot change journal data within this application.

Access: Menu CEA

Use F16=View on CEA310D1-01 and select option 7, Journal Inquiry for a USERID.

Field descriptions - CEA310D1-07

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.
Event Number (15,0)	The screen displays the CEA generated event number for this event.
Journal Number (7,0)	The screen displays the journal entry's journal number.
Event (10, A)	The screen displays the event from which the event number was created and its description.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Status	The screen displays the status of the journal entry.

Screen actions - CEA310D1-07

Commands	Description
F13=Filters	Specify selection criteria to limit the journal entries on the list.
F16=View	Change the Journal Inquiry view. The views are based upon Journals and the order in which they are presented.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Sort the journal inquiry list

Use the Journal Inquiry - View Window, CEA310D1-08, to change the order in which the Journal Inquiry screens display journal records.

Field descriptions - CEA310D1-08

Fields	Description
(View Option)	Specify the order in which to view the journal records. Valid entries are: 1=Journal Inquiry by Ledger 2=Journal Inquiry by Date 3=Journal Inquiry by Source and Date 4=Journal Inquiry by Source 5=Journal Inquiry by Event Number 6=Journal Inquiry by Internal Counter 7=Journal Inquiry for a USERID

Screen actions - CEA310D1-08

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Confirm the deletion

The system displays the Delete Confirm screen, CEA310D1-09, following an action 4=Delete. Use F6=Confirm to process a record deletion. The fields are display only.

 Field descriptions - CEA310D1-09

Fields	Description
Ledger (8,A)	The screen displays the journal entry's ledger.
Book (10,A)	The screen displays the journal entry's book.
Year	The screen displays the year to which the journal applies. CEA derives the year from the journal's date on the ledger's period table.
Period	The screen displays the period to which the journal applies. CEA derives the period from the journal's date on the ledger's period table.
Journal No	The screen displays the Journal Number for the record.

Screen actions - CEA310D1-09

Commands	Description
F6=Confirm	Confirm deletion of the record. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Ledger screen

Use the Journal Inquiry Filters screen, CEA310D1-11, to filter the Journal Inquiry by Ledger screen. Use this window to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting list.

Field descriptions - CEA310D1-11

Fields	Description
Year:	Specify the year of the journal records you want to view. You may not enter wildcard characters.
From/To Period:	Specify a range of values to limit the periods to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. You cannot use wildcard characters.

- Ledger:** Specify the ledger of the journal records you want to view. You can use wildcard characters.
- Book:** Specify the book of the journal records you want to view. You can use wildcard characters.
- (Include) Unresolved:** Select this option to view events with an unresolved journal status. If you do not want to view events with an unresolved journal status, cancel the selection.
- (Include) Error:** Select this option to view events with a journal status of error. If you do not want to view events with a journal status of error, cancel the selection.
- (Include) Unposted:** Select this option to view events with an unposted journal status. If you do not want to view events with an unposted journal status, cancel the selection.
- (Include) Posted:** Select this option to view events with a posted journal status. If you do not want to view events with a posted journal status, cancel the selection.
- Date From/To:** Specify a range of dates to limit the journal records to include in the list. See the overview information in this document.

Screen actions - CEA310D1-11

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Date screen

Use the Journal Inquiry Filters screen, CEA310D1-12, to filter the Journal Inquiry by Date screen. Use this screen to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting directory.

Field descriptions - CEA310D1-12

Fields	Description
Year:	Specify the year of the journal records you want to view. You cannot use wildcard characters.
From/To Period:	Specify a range of values to limit the periods to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. You cannot use wildcard characters.
Ledger:	Specify the ledger of the journal records you want to view. You can use wildcard characters.
Book:	Specify the book of the journal records you want to view. You can use wildcard characters.
(Include) Unresolved:	Select this option to view events with an unresolved journal status. If you do not want to view events with an unresolved journal status, cancel the selection.
(Include) Error:	Select this option to view events with a journal status of error. If you do not want to view events with a journal status of error, cancel the selection.
(Include) Unposted:	Select this option to view events with an unposted journal status. If you do not want to view events with an unposted journal status, cancel the selection.
(Include) Posted:	Select this option to view events with a posted journal status. If you do not want to view events with a posted journal status, cancel the selection.
Date From/To:	Specify a range of dates to limit the journal records to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document.

Screen actions - CEA310D1-12

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Source and Date screen

Use the Journal Inquiry Filters screen, CEA310D1-13, to filter the Journal Inquiry by Source and Date screen. Use this window to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting list.

Field descriptions - CEA310D1-13

Fields	Description
Year:	Specify the year of the journal records you want to view. You cannot use wildcard characters.
From/To Period:	Specify a range of values to limit the periods to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. You cannot use wildcard characters.
Ledger:	Specify the ledger of the journal records you want to view. You can use wildcard characters.
Book:	Specify the book of the journal records you want to view. You can use wildcard characters.
(Include) Unresolved:	Select this option to view events with an unresolved journal status. If you do not want to view events with an unresolved journal status, cancel the selection.
(Include) Error:	Select this option to view events with a journal status of error. If you do not want to view events with a journal status of error, cancel the selection.
(Include) Unposted:	Select this option to view events with an unposted journal status. If you do not want to view events with an unposted journal status, cancel the selection.
(Include) Posted:	Select this option to view events with a posted journal status. If you do not want to view events with a posted journal status, cancel the selection.

Journal Source/Number From/To: Specify a range of values to limit the journal source and numbers to include in the list. For a discussion of ranges, see *Ranges* in the overview information in this document.

Date From/To: Specify a range of dates to limit the journal records to include in the list. See the overview information in this document.

Screen actions - CEA310D1-13

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Source screen

Use the Journal Inquiry Filters screen, CEA310D1-14, to filter the Journal Inquiry by Source screen. Use this screen to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting list.

Field descriptions - CEA310D1-14

Fields	Description
Year:	Specify the year of the journal records you want to view. You cannot use wildcard characters.
From/To Period:	Specify a range of values to limit the periods to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. You cannot use wildcard characters.
Ledger:	Specify the ledger of the journal records you want to view. You can use wildcard characters.
Book:	Specify the book of the journal records you want to view. You can use wildcard characters.
(Include) Unresolved:	Select this option to view events with an unresolved journal status. If you do not want to view events with an unresolved journal status, cancel the selection.
(Include) Error:	Select this option to view events with a journal status of error. If you do not want to view events with a journal status of error, cancel the selection.

- (Include) Unposted:** Select this option to view events with an unposted journal status. If you do not want to view events with an unposted journal status, cancel the selection.
- (Include) Posted:** Select this option to view events with a posted journal status. If you do not want to view events with a posted journal status, cancel the selection.
- Journal Source/Number From/To:** Specify a range of values to limit the journal source and numbers to include in the list. For a discussion of ranges, see *Ranges* in the overview information in this document.

Screen actions - CEA310D1-14

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Event Number screen

Use the Journal Inquiry Filters screen, CEA310D1-15, to filter the Journal Inquiry by Event Number screen. Use this screen to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting list.

Field descriptions - CEA310D1-15

Fields	Description
Year:	Specify the year of the journal records you want to view. You cannot use wildcard characters.
From/To Period:	Specify a range of values to limit the periods to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. You cannot use wildcard characters.
Ledger:	Specify the ledger of the journal records you want to view. You can use wildcard characters.
Book:	Specify the book of the journal records you want to view. You can use wildcard characters.
(Include) Unresolved:	Select this option to view events with an unresolved journal status. If you do not want to view events with an unresolved journal status, cancel the selection.

- (Include) Error:** Select this option to view events with a journal status of error. If you do not want to view events with a journal status of error, cancel the selection.
- (Include) Unposted:** Select this option to view events with an unposted journal status. If you do not want to view events with an unposted journal status, cancel the selection.
- (Include) Posted:** Select this option to view events with a posted journal status. If you do not want to view events with a posted journal status, cancel the selection.
- Event Number From/To:** Specify a range of values to limit the event numbers to include in the list. For a discussion of ranges, see *Ranges* in the overview information in this document.

Screen actions - CEA310D1-15

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Internal Counter screen

Use the Journal Inquiry Filters screen, CEA310D1-16, to filter the Journal Inquiry by Internal Counter screen. Use this screen to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting list.

Field descriptions - CEA310D1-16

Fields	Description
Year:	Specify the year of the journal records you want to view. You cannot use wildcard characters.
From/To Period:	Specify the beginning and ending period of the journal records you want to view. You cannot use wildcard characters.
Ledger:	Specify the ledger of the journal records you want to view. You can use wildcard characters.
Book:	Specify the book of the journal records you want to view. You can use wildcard characters.

Internal Counter From/To: Specify a range of values to limit the internal counters to include in the list. For a discussion of ranges, see *Ranges* in the overview information in this document.

Journal Source/Number From/To: Specify a range of values to limit the journal source and numbers to include in the list. For a discussion of ranges, see *Ranges* in the overview information in this document.

Screen actions - CEA310D1-16

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Journal Inquiry by Ledger for USERID screen

Use the Journal Inquiry Filters screen, CEA310D1-17, to filter the Journal Inquiry by Ledger for USERID screen. Use this screen to specify the criteria used in the filtering process. Only those records that meet all the criteria you specify are displayed in the resulting list.

Field descriptions - CEA310D1-17

Fields	Description
Year:	Specify the year of the journal records you want to view. You cannot use wildcard characters.
From/To Period:	Specify a range of values to limit the periods to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. You cannot use wildcard characters.
Ledger:	Specify the ledger of the journal records you want to view. You can use wildcard characters.
Book:	Specify the book of the journal records you want to view. You can use wildcard characters.
(Include) Unresolved:	Select this option to view events with an unresolved journal status. If you do not want to view events with an unresolved journal status, cancel the selection.

- (Include) Error:** Select this option to view events with a journal status of error. If you do not want to view events with a journal status of error, cancel the selection.
- (Include) Unposted:** Select this option to view events with an unposted journal status. If you do not want to view events with an unposted journal status, cancel the selection.
- (Include) Posted:** Select this option to view events with a posted journal status. If you do not want to view events with a posted journal status, cancel the selection.
- User ID:** Specify a USERID. You can view information for all ledgers defined in CEA for a USERID.

Screen actions - CEA310D1-17

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Structure Inquiry CEA312D1

Structure Inquiry, CEA312D1, provides views of structural rollup balance information, access to the account balances and to the underlying journal entries on which a balance is based.

Use the Structure Inquiry application to view data or to select it for output to a spreadsheet for further analysis. The underlying data cannot be changed with this application.

Structure Inquiry, CEA312D1, uses the GRL, GIS, and GIR files.

Add or select a structure inquiry

Use the Structure Inquiries List screen, CEA312D1-01, to create a new inquiry or to select an existing inquiry.

Field descriptions - CEA312D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Structure (10,A):	Specify the name of the structure to use as the top level structure for the inquiry.
Inquiry (10,A):	Specify a unique name to identify the structure inquiry.
Description (30,A):	The screen displays a description for the structure inquiry.
Status:	Available options are Active and Inactive.

Screen actions - CEA312D1-01

Commands	Description
F13=Filters	Specify the records you want to view in the Structure Inquiries List screen. Only those records that meet all the criteria you specify will be displayed. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the Structure Inquiries List screen

Use the Filters screen to specify the records you want to view in the Structure Inquiries List screen. Only those records that meet all the criteria you specify will be displayed.

The values that you specify in these fields are saved when you exit the application. These values appear as the defaults the next time you access this filter window.

Field descriptions - FILTERS

Fields	Description
Inquiry (10,A):	To view records for a specific structure inquiry, specify the unique name of the structure inquiry. Wildcard characters are allowed, and * is the default.
Structure (10,A):	To view records for a specific structure, specify the name of the structure. Wildcard characters are allowed, and * is the default.

Screen actions - Filters

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or update a structure inquiry definition

Use the Structure Inquiry Definition screen, CEA312D2-01, to name and describe a structure inquiry and to specify a chart of accounts. On this screen you can also add and maintain structure inquiry columns. You can define a maximum of 15 columns for a structure inquiry.

After you use F6=Accept, you cannot change the Inquiry, Chart of Accounts and Structure fields.

To view the results of the structure inquiry, use F18=Accept and Run. The system displays the structure inquiry results in the Structure Inquiry Results screen, CEA312D3-01, CEA312D4-01, or CEA312D5-01.

Field descriptions - CEA312D2-01

Fields	Description
Inquiry (10,A)	Specify a unique name to identify the structure inquiry.
Description	Specify a description for the structure inquiry.
Chart of Accounts (8, A)	Specify a chart of accounts to use for the structure inquiry.
Structure (10, A)	Specify the name of the structure to use as the top level structure for the inquiry.
Inquiry Type	Select an Inquiry Type. The inquiry type determines the columns that appear in the results screen: Amount, Statistics, or both.

Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Column (3,0)	Specify the column sequence number. The system uses this number to determine the relative placement of column; lower numbers appear to the left of higher numbers. You cannot change this number after you save the inquiry. To reorder columns, you must delete them and then add them.
Ledger (8,A)	The screen displays the ledger. The ledger must be defined to the Chart of Accounts.
Book (10,A)	The screen displays the book.
Year	The screen displays the year for the book specified.
Period From	The screen displays a beginning period for the column.
Period To	The screen displays an ending period for the column.
Status	The screen displays the status: Active or Inactive.

Screen actions - CEA312D2-01

Commands	Description
F6=Accept	Save the information that you entered on the screen.
F17=Tree	Display the structure hierarchy. A structure hierarchy consists of the structures that are first, second, third generation children to the structure being defined. The screen also displays the segment values for the components of the last structure in the hierarchy. Each generation in the hierarchy list is indented an additional space to the right.
F18=Accept & Run	Execute a structure inquiry and open the Structure Inquiry Results screen, CEA312D3-01, CEA312D4-01, or CEA312D5-01.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or update a column definition

Use Column Definition, CEA312D2-02, to specify the information to appear in a column. The system uses the information that you enter here, for each column, to select the account balances to display in the Structure Inquiry Results screen.

Field descriptions - CEA312D2-02

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	Specify a ledger that is defined to the Chart of Accounts.
Book (10,A)	Specify the book to use for the ledger specified.
Year	Specify the year for the book specified.
Period From	Specify a range of values to limit the periods to include in the inquiry.
Period To	Specify a range of values to limit the periods to include in the inquiry.

Screen actions - CEA312D2-02

Commands	Description
F6=Accept	Save the information that you entered on the screen. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select an inquiry type

Use the Select Option Window to select the type of Inquiry.

Field descriptions - select option

Fields	Description
(Option)	Select an Inquiry Type. Valid options are: 1=Amounts Only 2=Amounts and Statistics 3=Statistics Only

Screen actions - select option

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View the structure tree

The Structure Tree screen, CEA312D2-04, displays the structures included in the structure hierarchy and the components that comprise the various structures. This tree starts with the hierarchy that you selected in the Structure Inquiry List screen.

Field descriptions - CEA312D2-04

Fields	Description
Inquiry (10, A)	The screen displays the name of the structure inquiry.
Structure (10,A):	The screen displays the name of the structure used as the top level structure for the inquiry.
Level	The screen displays the structure level.
Structure/Component	The screen displays the structure name or component number.
Description/Values	The screen displays structure description or component values.

Screen actions - CEA312D2-04

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View results for an amounts inquiry

Use the Structure Inquiry Results screen, CEA312D3-01, to view the results of a structure inquiry. This screen is a starting point for access to views of the Rollups by Period, Component, Account Inquiry Results, Periods, Period Detail, Journal Line Detail, Journal Entry, Notes, and the Event screen. These screens allow you to inquire into the account balances, journals, journal lines, and CEA events that make up the structure balances.

To see the period rollup for a column, place the cursor in a value in the column and use F9=Rollups.

To see the column definition detail, place the cursor in the column heading or on a value in the column and use F16=Column Definition.

Field descriptions - CEA312D3-01

Fields	Description
Chart of Accounts (8, A)	The screen displays the chart of accounts to use for this structure inquiry.
Inquiry (10, A)	The screen displays the name for the structure inquiry entered in the Structure Inquiry Definition window.
Description	The screen displays the description for the structure inquiry.
Level	The screen displays the top level structure, defined in the Structure Inquiry Definition screen, and all its linked lower structures.
Structure/Description	The screen displays the structure name or description for each balance record displayed.
Columns 1 to 15:	The screen displays the amount of each structure rollup record.

Screen actions - CEA312D3-01

Commands	Description
F9=Rollups	Place the cursor in a value in the column and use F9=Rollups. The system displays the Rollups by Periods screen, CEA312D3-07. This screen displays information about the periods which support an individual structure.
F14=Level Structure/Description	Toggle between the level and structure name and the structure description.
F15=Components	Display the structure components.
F16=Column Definition	Place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View line detail

The Account Inquiry Results - Display Line screen, CEA312D3-02, displays the column numbers and the amount and statistics for the selected line in each of the columns.

Field descriptions - CEA312D3-02

Fields	Description
Inquiry	The screen displays the inquiry name.
(Account String)	The screen displays the account string description.
Line	The screen displays the line number selected from the account inquiry results screen.
Segments	The screen displays the segments for the line selected.
Amount	The screen displays the amounts by column for the account string selected.
Col	The screen displays column number.
Statistics	The screen displays the statistics by column for the accounting string selected.

Screen actions - CEA312D3-02

Commands	Description
F16=Column Definition	Place the cursor in the column number and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View the column definition

The Column Definition screen displays the Column Definition detail. The detail information includes the Column number, Ledger, Book, Year, Period From and To and the Currency.

Field descriptions - CEA312D3-03

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	The screen displays the ledger for the inquiry.
Book (10,A)	The screen displays the book for the ledger specified.
Year	The screen displays the year for the book specified.
Period From/To	The screen displays the beginning and ending period for the column.
Currency	The screen displays the currency defined for the column.

Screen actions - CEA312D3-03

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View period-specific information

The Account Inquiry Results - Periods screen, CEA312D3-04, displays period-specific information that supports an account inquiry balance.

Field descriptions - CEA312D3-04

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column in the Column Definition.
Book (10,A):	The screen displays the book specified for the column.
Year (4,0):	The screen displays the year specified for the column.
Period From/To (3,0):	The screen displays the starting and ending periods for the column.
Currency (3,A):	The screen displays the book's currency.
Account:	The screen displays the full account specified for the column.
Description (30,A):	The screen displays the description of the account. This is the description of the natural account.
Totals: Debits:	The screen displays the sum of all debits for the period range.
Totals: Credits:	The screen displays the sum of all credits for the period range.
Totals: Net:	The screen displays the net amount of all debits and credits for the period range.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Period (3,0):

The screen displays the period to which the amounts apply.

Book Debit Amount:

The screen displays the balance record debit amount for that period.

Book Credit Amount:

The screen displays the balance record credit amount for that period.

Net Amount:

The screen displays the net amount for the debits and credit for that period.

Statistic Amount:

The screen displays the balance record statistical amount for that period. Use F11=Fold/Unfold to display the amount.

Screen actions - CEA312D3-04

Commands

Description

F11=Fold/Unfold

Display the statistic amount for each period.

F15=Segments

Display the Account Segments window, CEA500D4-01. This window displays the full account string for the amount.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View account inquiry results

The Account Inquiry Results screen, CEA312D3-05, displays the results of an account inquiry. This screen is also a starting point for drill-down views of the periods, journal lines, journal entries, and events that support a specific account inquiry balance. Because the inquiry results contain only posted journal entries, all information in the columns is for reference only.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA312D3-05

Fields	Description
Chart of Accounts (8,A):	The screen displays the Chart of Accounts.
Inquiry (10,A);	The screen displays the inquiry identifier.
Description (30,A):	The screen displays the inquiry description.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Account String/Description:	The screen displays the account string or the description for each balance record. Use F14=Account String/Description to toggle between them. The description is that of the natural account.
Column:	The screen displays the amounts of each balance record displayed for Amounts.

 Screen actions - CEA312D3-05

Commands	Description
F9=Periods	Place the cursor on a value in the column and use F9=Periods to open the Account Inquiry Results - Periods screen, CEA312D3-04. View period-specific information that supports the balance.
F14=Account String/Description	Toggle between the Account String and Description on the Natural Account.
F15=Scroll Account String	Display the next 20 characters of the account string.
F16=View Column Definition	Place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the column definition.
F19=Previous	Display the previous columns.
F20=Next	Display the next columns.
	All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View component sequences for an accounts inquiry

The Component Sequences screen, CEA312D3-06, displays the component sequences for the structure inquiry.

Field descriptions - CEA312D3-06

Fields	Description
Ledger:	The screen displays the ledger specified for the column.
Book:	The screen displays the book specified for the column.
Year:	The screen displays the year specified for the column.
Period From/To:	The screen displays the beginning and/or ending periods for the column.
Structure:	The screen displays the name of the structure.

Description: The screen displays the structure description.

Actions Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Balances

Open the Account Inquiry Results screen, CEA312D3-05, to display balances for the account selected. The balances displayed in the Account Inquiry Results screen represent the ledger, book, year and period ranged displayed at the top of the Components screen. The Account Inquiry Results screen is also a starting point for access to views of the periods, journal lines, journal entries, and events that support the balances for the account.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,A) Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Balances

Open the Account Inquiry Results screen to display balances for the account selected. The balances displayed in the Account Inquiry Results screen represent the ledger, book, year and period ranged displayed at the top of the Components screen. The Account Inquiry Results screen is also a starting point for drill-down views of the periods, journal lines, journal entries, and events which support the balances for the specific account being inquired.

12=Segments

Display the individual segment values that make up the component account.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Sequence The screen displays the component's sequence within the structure.

Account String The screen displays the individual segment values that make up the component account.

Screen actions - CEA312D3-06

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View rollups by period

The View Rollups by Period screen, CEA312D3-07, displays the individual periods that support the structure inquiry balance for a given structure. The screen displays the following information for the column:

- Ledger
- Book
- Year
- Period From - the screen displays the beginning period for the column.
- Period To - the screen displays the ending period for the column.
- Structure - the screen displays the name of the structure.
- Description - the screen displays the structure description.
- Total Debits - the screen displays the sum of all debits for the selected structure for the period range.
- Total Credits - the screen displays the sum of all credits for the selected structure for the period range.
- Total Net - the screen displays the total net amount of all debits and credits for the selected structure for the period range.

The screen display the following information for each period:

- Period - the screen displays the period to which the amounts apply.
- Debit Amount - the screen displays the debit amount for the selected period in the book currency for the period.
- Credit Amount - the screen displays the credit amount for the selected period in the book currency for the period.
- Statistic Amount - the screen displays the statistical value, if any, for the period.
- Rollup Date - the screen displays the most recent rollup date for a given structure and period combination.
- Rollup Time - the screen displays the most recent rollup time for a given structure and period combination.
- Warning - this field indicates if any rollup warnings were encountered for this particular period and structure. The rollup process program issues a warning if a component type structure contains a component account that is a component of another structure definition in the same structure hierarchy.

Field descriptions - CEA312D3-07

Fields	Description
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Components</p> <p>Open the Component Sequence screen, CEA312D3-06, to display the component accounts for the selected structure. This action is only available for component level structures.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Components</p> <p>Open the Component Sequence screen, CEA312D3-06, to display the component accounts for the selected structure. This action is only available for component level structures.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>

Screen actions - CEA312D3-07

Commands	Description
F11=Fold/Unfold	<p>Display the rollup date and time and the warning status.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View results for a statistics-only inquiry

The Structure Inquiry Results screen, CEA312D4-01, displays the results of a structure inquiry. This screen is a starting point for access to views of the Rollups by Period, Component, Account Inquiry Results, Periods, Period Detail, Journal Line Detail, Journal Entry, Notes, and Event screens. All of

these screens allow you to inquire into the account balances, journals, journal lines, and CEA events that make up the structure balances.

To display rollups, place the cursor in a value in the column and use F9=Rollups. The system displays the Rollups by Periods screen, CEA312D4-07. This screen displays information about the periods which support an individual structure.

To display the column definition, place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information.

Field descriptions - CEA312D4-01

Fields	Description
Chart of Accounts (8, A)	The screen displays the chart of accounts for this structure inquiry.
Inquiry (10, A)	The screen displays the name for the structure inquiry.
Description	The screen displays the description for the structure inquiry.
Level	The screen displays the top level structure, defined in the Structure Inquiry Definition screen, and all its linked lower structures.
Structure/Description	The screen displays the structure name or description for each balance record.
Columns 1 to 15:	The screen displays the statistical amounts of each structure rollup record.

Screen actions - CEA312D4-01

Commands	Description
F9=Rollups	Place the cursor in a value in the column and use F9=Rollups. The system displays the Rollups by Periods screen, CEA312D4-07. This screen displays information about the periods which support an individual structure.
F16=View Column Definition	Place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View line detail for an account inquiry

The Account Inquiry Results - Display Line screen, CEA312D4-02, displays the column numbers and the amount and statistics for the selected line in each of the columns.

Field descriptions - CEA312D4-02

Fields	Description
Inquiry	The screen displays the inquiry name.
(Account String)	The screen displays the account string description.
Line	The screen displays the line number selected from the account inquiry results screen.
Segments	The screen displays the segments for the line selected.
Amount	The screen displays the amounts by column for the account string selected.
Col	The screen displays column number.
Statistics	The screen displays the statistics by column for the accounting string selected.

Screen actions - CEA312D4-02

Commands	Description
F16=View Column Definition	Place the cursor in the column number and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View the column definition

The Column Definition screen displays the Column Definition detail. The detail information includes the Column number, Ledger, Book, Year, Period From and To and the Currency.

 Field descriptions - CEA312D4-03

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	The screen displays the ledger for the inquiry.
Book (10,A)	The screen displays the book for the ledger specified.
Year	The screen displays the year for the book specified.
Period From/To	The screen displays the beginning and ending period for the column.
Currency	The screen displays the currency defined for the column.

Screen actions - CEA312D4-03

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View period-specific information

The Account Inquiry Results - Periods screen, CEA312D4-04, displays period-specific information that supports an account inquiry balance.

Field descriptions - CEA312D4-04

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column.
Book (10,A):	The screen displays the book specified for the column.
Year (4,0):	The screen displays the year specified for the column.
Period From/To (3,0):	The screen displays the starting and ending periods for the column.
Currency (3,A):	The screen displays the book's currency.

- Account:** The screen displays the full account specified for the column.
- Description (30,A):** The screen displays the description of the account. This is the description of the natural account.
- Totals: Debits:** The screen displays the sum of all debits for the period range.
- Totals: Credits:** The screen displays the sum of all credits for the period range.
- Totals: Net:** The screen displays the net amount of all debits and credits for the period range.
- Actions**
- Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Period Detail**
- Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Act (2,0):** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Period Detail**
- Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Period (3,0):** The screen displays the period to which the amounts apply.
- Book Debit Amount:** The screen displays the balance record debit amount for that period.
- Book Credit Amount:** The screen displays the balance record credit amount for that period.
- Net Amount:** The screen displays the net amount for the debits and credit for that period.
- Statistic Amount:** The screen displays the balance record statistical amount for that period. Use F11=Fold/Unfold to display the amount.

Screen actions - CEA312D4-04

Commands	Description
F11=Fold/Unfold	Display the statistical amount for each period.
F15=Segments	Display the Account Segments window, CEA500D4-01. The window displays the full account string for the amount. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View account inquiry results

The Account Inquiry Results screen, CEA312D4-05, displays the results of an account inquiry. This screen is a starting point for access to views of the periods, journal lines, journal entries, and events that support a specific account inquiry balance. Because the inquiry results contain only posted journal entries, all information in the columns is for reference only.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

To display periods, place the cursor in a value in the column and use F9=Periods. The system displays the Account Inquiry Results - Periods screen, CEA312D4-04. This screen displays information about the periods which support an individual structure.

To display the column definition, place the cursor on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information.

Field descriptions - CEA312D4-05

Fields	Description
Chart of Accounts (8,A):	The screen displays the Chart of Accounts.
Inquiry (10,A);	The screen displays the inquiry.
Description (30,A):	The screen displays the inquiry description.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

All line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Account String/Description: The screen displays the account string or description for each balance record. Use F14=Account String/Description to toggle between them. The description is that of the natural account.

Column: The screen displays the amounts of each balance record displayed for Amounts.

Screen actions - CEA312D4-05

Commands	Description
F9=Periods	Place the cursor in a value in the column and use F9=Periods. The system displays the Account Inquiry Results - Periods screen, CEA312D4-04. This screen displays information about the periods which support an individual structure.
F14=Account String/Description	Toggle between the Account String and Description on the Natural Account.
F15=Scroll Account String	Display the next 20 characters of the account string.
F16=View Column Definition	Display the column definition when the cursor is on a value in the column.
F19=Previous	Display the previous columns.
F20=Next	Display the next columns. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View component sequences for an accounts inquiry

The Component Sequences screen, CEA312D4-06, displays the component sequences for the structure inquiry.

Field descriptions - CEA312D4-06

Fields	Description
Ledger:	The screen displays the ledger specified for the column.
Book:	The screen displays the book specified for the column.
Year:	The screen displays the year specified for the column.
Period From/To:	The screen displays the beginning and/or ending periods for the column.
Structure:	The screen displays the name of the structure.
Description:	The screen displays the structure description.
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Balances</p> <p>Open the Account Inquiry Results screen, CEA312D4-05, to display balances for the account selected. The balances displayed in the Account Inquiry Results screen represent the ledger, book, year and period ranged displayed at the top of the Components screen. The Account Inquiry Results screen is a starting point for access to the periods, journal lines, journal entries, and events that support the balances for the specific account being inquired.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0)	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Balances</p> <p>Open the Account Inquiry Results screen, CEA312D4-05, to display balances for the account selected. The balances displayed in the Account Inquiry Results screen represent the ledger, book, year and period ranged displayed at the top of the Components screen. The Account Inquiry Results screen is a starting point for access to the periods, journal lines, journal entries, and events that support the balances for the specific account being inquired.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>

Sequence	The screen displays the component's sequence within the structure.
Account String	The screen displays the individual segment values that make up the component account.

Screen actions - CEA312D4-06

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Rollups by period

The Rollups by Period screen, CEA312D4-07, displays the individual periods that support the structure inquiry balance for a given structure.

Field descriptions - CEA312D4-07

Fields	Description
Ledger:	The screen displays the ledger specified for the column.
Book:	The screen displays the book specified for the column.
Year:	The screen displays the year specified for the column.
Period From:	The screen displays the beginning period for the column.
Period To:	The screen displays the ending period for the column.
Structure:	The screen displays the name of the structure.
Description:	The screen displays the structure description.
Total Debits:	The screen displays the sum of all debits for the selected structure for the period range.
Total Credits:	The screen displays the sum of all credits for the selected structure for the period range.

Total Net:	The screen displays the total net amount of all debits and credits for the selected structure for the period range.
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Components</p> <p>Open the Component Sequence screen, CEA312D4-06, to display the component accounts for the selected structure. This action is only available for component level structures.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Components</p> <p>Open the Component Sequence screen, CEA312D3-06, to display the component accounts for the selected structure. This action is only available for component level structures.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Period:	The screen displays the period to which the amounts apply.
Debit Amount:	The screen displays the debit amount for the selected period in the book currency for the period.
Credit Amount:	The screen displays the credit amount for the selected period in the book currency for the period.
Statistic Amount:	The screen displays the statistical value, if any, for the period.
Rollup Date:	The screen displays the most recent rollup date for a given structure and period combination.
Rollup Time:	The screen displays the most recent rollup time for a given structure and period combination.
Warning:	This field indicates if any rollup warnings were encountered for this particular period and structure. The rollup process program issues a warning if a com-

ponent type structure contains a component account that is a component of another structure definition in the same structure hierarchy.

Screen actions - CEA312D4-07

Commands	Description
F11=Fold/Unfold	<p>Display the rollup date and time and the warning status for each period.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View results for an amounts and statistics inquiry

The Structure Inquiry Results screen, CEA312D5-01, displays the results of a structure inquiry. This screen is a starting point for access to the Rollups by Period, Component, Account Inquiry Results, Periods, Period Detail, Journal Line Detail, Journal Entry, Notes, and the Event screens. These windows allow you to inquire into account balances, journals, journal lines, and CEA events that make up the structure balances.

Field descriptions - CEA312D5-01

Fields	Description
Chart of Accounts (8, A)	The screen displays the chart of accounts used for this structure inquiry.
Inquiry (10, A)	The screen displays the name for the structure inquiry.
Description	The screen displays the description for the structure inquiry.
Level	The screen displays the top level structure, defined in the Structure Inquiry Definition screen, and all its linked lower structures.
Structure/Description	The screen displays the structure name or description for each balance record displayed.
Columns 1 to 15:	The screen displays the amounts of each structure rollup record displayed.

Screen actions - CEA312D5-01

Commands	Description
F9=Rollups	Place the cursor in a value in the column and use F9=Rollups. The system displays the Rollups by Periods screen, CEA312D5-07. This screen displays information about the periods that support an individual structure.
F16=View Column Definition	Place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View line detail for an account inquiry

The Account Inquiry Results - Display Line screen, CEA312D5-02, displays the column numbers and the amount and statistics for the selected line in each of the columns.

Field descriptions - CEA312D5-02

Fields	Description
Inquiry	The screen displays the inquiry name.
(Account String)	The screen displays the account string description.
Line	The screen displays the line number selected from the account inquiry results screen.
Segments	The screen displays the segments for the line selected.
Amount	The screen displays the amounts by column for the account string selected.
Col	The screen displays column number.
Statistics	The screen displays the statistics by column for the accounting string selected.

Screen actions - CEA312D5-02

Commands	Description
F16=View Column Definition	Place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View the column definition

The Column Definition screen displays the Column Definition detail. The detail information includes the Column number, Ledger, Book, Year, Period From and To and the Currency.

Field descriptions - CEA312D5-03

Fields	Description
Column (3,0)	The screen displays the column sequence number.
Ledger (8,A)	The screen displays the ledger for the inquiry.
Book (10,A)	The screen displays the book for the ledger specified.
Year	The screen displays the year for the book specified.
Period From/To	The screen displays the beginning and ending period for the column.
Currency	The screen displays the currency defined for the column.

Screen actions - CEA312D5-03

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View period-specific information

The Account Inquiry Results - Periods screen, CEA312D5-04, displays period specific information that supports an account inquiry balance.

Field descriptions - CEA312D5-04

Fields	Description
Ledger (8,A):	The screen displays the ledger specified for the column.
Book (10,A):	The screen displays the book specified for the column.
Year (4,0):	The screen displays the year specified for the column.
Period From/To (3,0):	The screen displays the starting and ending periods for the column.
Currency (3,A):	The screen displays the book's currency.
Account:	The screen displays the full account specified for the column.
Description (30,A):	The screen displays the description of the account. This is the description of the natural account.
Totals: Debits:	The screen displays the sum of all debits for the period range.
Totals: Credits:	The screen displays the sum of all credits for the period range.
Totals: Net:	The screen displays the net amount of all debits and credits for the period range.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Period Detail

Open the Period Detail Panel, CEA300D6-01, and display the journal lines for an individual period.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Period (3,0):

This field identifies the period to which the amounts apply.

Book Debit Amount:

The screen displays the balance record debit amount for that period.

Book Credit Amount:

The screen displays the balance record credit amount for that period.

Net Amount:

The screen displays the net amount for the debits and credit for that period.

Statistic Amount:

The screen displays the balance record statistical amount for that period. Use F11=Fold/Unfold to display the amount.

Screen actions - CEA312D5-04

Commands

Description

F11=Fold/Unfold

Display the statistical amount for each period.

F15=Segments

Display the full account string for the amount.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View account inquiry results

The Account Inquiry Results screen, CEA312D5-05, displays the results of an account inquiry. This screen is a starting point for access to the periods, journal lines, journal entries, and events that support a specific account inquiry balance. Because the inquiry results contain only posted journal entries, all information in the columns is for reference only.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA312D5-05

Fields	Description
Chart of Accounts (8,A):	The screen displays the Chart of Accounts.
Inquiry (10,A);	The screen displays the inquiry.
Description (30,A):	The screen displays the description.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Account String/Description:	The screen displays the account string or description for each balance record. Use F14=Account String/Description to toggle between them. The description is that of the natural account.
Column:	The screen displays the amounts of each balance record displayed for Amounts.

Screen actions - CEA312D5-05

Commands	Description
F9=Periods	Place the cursor in a value in the column and use F9=Periods. The system displays the Account Inquiry Results - Periods screen, CEA312D5-04. This

screen displays information about the periods that support an individual structure.

F14=Account String/Description Toggle between the Account String and Description on the Natural Account.

F15=Scroll Account String Display the next 20 characters of the account string.

F16=View Column Definition Place the cursor in the column heading or on a value in the column and use F16=Column Definition to display the Column number, Ledger, Book, Year, Period From and To and the Currency information.

F19=Previous Display the previous columns.

F20=Next Display the next columns.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View component sequences for an accounts inquiry

The Component Sequences screen, CEA312D5-06, displays the component sequences for the structure inquiry.

Field descriptions - CEA312D5-06

Fields	Description
Ledger:	The screen displays the ledger specified for the column.
Book:	The screen displays the book specified for the column.
Year:	The screen displays the year specified for the column.
Period From/To:	The screen displays the beginning and/or ending periods for the column.
Structure:	The screen displays the name of the structure.
Description:	The screen displays the structure description.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Balances

Open the Account Inquiry Results screen, CEA312D5-06, to display balances for the account selected. The balances displayed in the Account Inquiry Results screen represent the ledger, book, year and period ranged displayed at the top of the Components screen. The Account Inquiry Results screen is a starting point to access the periods, journal lines, journal entries, and events that support the balances for the specific account being inquired.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0)

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Balances

Open the Account Inquiry Results screen, CEA312D5-06, to display balances for the account selected. The balances displayed in the Account Inquiry Results screen represent the ledger, book, year and period ranged displayed at the top of the Components screen. The Account Inquiry Results screen is a starting point to access the periods, journal lines, journal entries, and events that support the balances for the specific account being inquired.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Sequence

The screen displays the component's sequence within the structure.

Account String

The screen displays the individual segment values that make up the component account.

Screen actions - CEA312D5-06

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View rollups by period

The Rollups by Period screen, CEA312D5-07, displays the individual periods that support the structure inquiry balance for a given structure. The screen displays the Debit Amount, Credit Amount, and Statistical Amount, if available, for each period.

Field descriptions - CEA312D5-07

Fields	Description
Ledger:	The screen displays the ledger specified for the column.
Book:	The screen displays the book specified for the column.
Year:	The screen displays the year specified for the column.
Period From:	The screen displays the beginning period for the column.
Period To:	The screen displays the ending period for the column.
Structure:	The screen displays the name of the structure.
Description:	The screen displays the structure description.
Total Debits:	The screen displays the sum of all debits for the selected structure for the period range.
Total Credits:	The screen displays the sum of all credits for the selected structure for the period range.
Total Net:	The screen displays the total net amount of all debits and credits for the selected structure for the period range.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Components

Open the Component Sequence screen, CEA312D5-06, to display the component accounts for the selected structure. This action is only available for component level structures.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0):

Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Components

Open the Component Sequence screen, CEA312D5-06, to display the component accounts for the selected structure. This action is only available for component level structures.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Period:

The screen displays the period to which the amounts apply.

Debit Amount:

The screen displays the debit amount for the selected period in the book currency for the period.

Credit Amount:

The screen displays the credit amount for the selected period in the book currency for the period.

Statistical Amount:

The screen displays the statistical value, if any, for the period.

Rollup Date:

The screen displays the most recent rollup date for a given structure and period combination.

Rollup Time:

The screen displays the most recent rollup time for a given structure and period combination.

Rollup-Warning:

This field indicates if any rollup warnings were encountered for this particular period and structure. The rollup process program issues a warning if a component type structure contains a component account that is a component of another structure definition in the same structure hierarchy.

Screen actions - CEA312D5-07

Commands	Description
F11=Fold/Unfold	<p>Display the rollup date and time. The Warning field indicates if a component type structure contains an account that is a component of another structure definition in the same structure hierarchy.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Events Processing, CEA500D1

Use Events Processing, CEA500D1, to convert pre-defined events that contain models of journals into actual journals. Each time an event is used, the resulting journals are linked by an event number. You can also use Events Processing to maintain, post, approve, and void these event numbers.

With Events Processing you can edit, approve, and accept journal entries from other accounting systems, such as Accounts Payable. You can create and maintain ad hoc journal entries

Note. When you start Events Processing, the system holds many of the CEA settings in a temporary register and clears them out when you exit the application. Any changes made with CEA setup applications do not affect Events Processing while the application is active. For example, if while posting an event, you receive the error message "Invalid Segment Value" and then create the segment value through Segment Definition, you will receive the same error message if you created the segment value without exiting Events Processing. Other applications that are affected by this are Period Tables, Ledgers, Books, Journal Sources, Account Rules, Account Cross Reference, Models, and Event Setup.

You can use Events Processing to perform the tasks below. Use the Select Options screen and the filter screens to select a mode and view.

- Create Events. Create new journals based on previously defined events and models.
- Maintain Events. Maintain existing events that have been created but have not yet been posted, for example, events that are in error or out of balance.
- Approve Events. Perform any managerial approval of events and journals required before posting. To select an event to approve, use F11=Fold/Unfold to display the Selected field. Enter X in the field. Use F16=Multiple Posting-Selected to approve and post the event. .
- Post Events. View events that are available for approval and posting and then use the multiposting functionality to approve them or to approve and post them.
- Void Events. View a list of posted events and reverse incorrect journals. CEA creates a journal that reverses the sign of the original journal's debits and credits.

Rounding in Events Processing supports half-adjust rounding to 0, 1, or 2 decimal places based on the Round to Position selected for the book's currency. The amounts calculated or displayed are consistently rounded, based on the currency rounding method and the round-to position that you selected. You select a rounding method and round-to position in Currency Code Maintenance, CLD107D1.

Events Processing rounds book amounts for each journal line each time it calculates the book amounts. For manual journal entries, the system rounds book amounts only after the event is posted. The system also rounds book amounts when you validate, save, and post events.

This rounding process affects calculated amount totals such as Invoice Total, Taxes Total, and Amounts in Journals. However, it does not affect Unit Cost or Unit Selling Prices.

Select an event to maintain

Use Events Processing List, CEA500D1-01, to select an event to maintain, approve, or post. The screen display the events that meet the selection criteria that you entered in the filter screen.

Field descriptions - CEA500D1-01

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Event:	Specify an event to process.
Event Number:	Specify an event number to process.
Date:	The screen displays the creation date of the event.
Subsystem Origin Description:	Use F11=Fold/Unfold to display the description of the Subsystem Origin for the event listed or selected.
Event Status:	The screen displays the current status of all events listed.
Selected:	The screen includes this field if you selected the Multiple Posting option and specified Approve on the Multiple Posting Filter Panel. Use F11=Fold/Unfold

to display this field. Enter X next to an event to select it for approval and posting. Use F16=Multiple Posting-Selected to process the event.

Screen actions - CEA500D1-01

Commands	Description
F11=Fold/Unfold	Display additional fields. If the screen is in Multiple Posting/Approve List view, it includes the Selected field. Enter X in the Selected field to select an event for approval and posting. Use F16=Multiple Posting-Selected to process the event.
F13=Filters	Specify selection criteria for the list of events. You can select events for a range of dates, a specific ledger and book, and a range of event numbers. You can limit the list to specific event origins or event statuses.
F15=Multiple Posting-All	Post all events in the list that are awaiting approval. These events are approved and posted simultaneously.
F16=Multiple Posting-Selected	Approve and post the events marked as selected. CEA500D1-01 includes this screen action if the screen is in Multiple Posting/Approval List view. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Filter the events processing list

Use the Filter screen to limit the events in the Events Processing List screens. You can limit the events by year and period, ledger and book, event origin, and status.

You can limit the events to specific years and specific periods within those years. CEA processes the Year and Period filters in the following manner:

- The Year filter selects all events for the years specified.
- The Period filter is applied to the resulting list of events. The Period filter selects only those events that fall within the specified periods in the specified years.

The Year From and To and the Period From and To fields are not range fields and CEA does not process them as ranges. See the following example:

Assume that you make the following entries for year and period:

Year

From 2005

To 2006

Period

From 1

To 6

The resulting list of events includes information from periods 1 through 6 of 2005 and periods 1 through 6 of 2006.

The information that you view as a result of the Period filter processing depends on how you defined your periods in the Period Table Setup application. Depending on your period setup, one period can equal four weeks, one month, three months, or any other user-defined length of time.

In the example above, if you set up your periods to correspond to calendar months, the list includes information from the following months and years:

- January through June of 2005 (Periods 1 through 6)
- January through June of 2006 (Periods 1 through 6)

Field descriptions - FILTER

Fields	Description
From Year:	Specify a beginning year to use for filtering.
To Year:	Specify an ending year to use for filtering.
From Period (3,0):	Specify a beginning period to use for filtering.
To Period (3,0):	Specify an ending period to use for filtering.
From Event (15,0):	Specify a beginning event number to use for filtering.
To Event (15,0):	Specify an ending event number to use for filtering.
Event (10,A):	Specify an event to use for filtering. Wildcard characters are allowed, and * is the default.
Ledger (8,A):	Specify a ledger to use for filtering. Wildcard characters are allowed, and * is the default.
Book (10,A):	Specify a book to use for filtering. Wildcard characters are allowed, and * is the default.
Manual Adjustment (1,0):	Include manual adjustment records in the list. In manual adjustment events the sequences contain models that are used to post journal entries to normal periods.

Audit Adjustment (1,0): Include audit adjustment records in the list. In audit adjustment events the sequences contain models that are used to post journal entries to audit periods.

Allocation (1,0): Include allocation records in the list. In allocation events the sequences contain allocations instead of models.

Retained Earnings (1,0): Include retained earnings records in the list. In Retained Earnings events the sequences contain models that are used to generate retained earnings entries when the transfer opening balances process is performed using the Configurable Ledger.

Subsystem (1,0): Include subsystem records in the list. In subsystem events the sequences contain models for subsystem-generated entries.

Consolidation (1,0): Include consolidation records in the list. A consolidation event contains a single model that generates journal entries for consolidation processes.

Translation (1,0): Include translation records in the directory window. A translation event contains a single model that generates journal entries for translation processes.

Event Status - Unresolved (1,0): Use this field to include events whose status is unresolved. Valid options are:

1 Yes, included unresolved events.

0 No, do not include unresolved events.

If you specify Yes, the unresolved events are included in the Maintain Events list. The event number takes on the status value equal to the lowest journal status.

Event Status - Error (1,0): Use this field to include events whose status is error. Valid options are:

1

Yes, include error events.

0

No, do not include error events.

If you specify Yes, the events in error are included in the Maintain Events list. The status of an event is equal to the status of the lowest journal entry.

Event Status - Unposted (1,0): Use this field to include events whose status is unposted. Valid options are:

1

Yes, include unposted events.

0

No, do not include unposted events.

Your selection in this field narrows the records which are returned in the Maintain Events directory. The event number takes on the status value equal to the lowest journal status.

The field is only used by the Maintain Events directory.

Error Lines Only (1,0): Use this field to select only journal lines that are in error. Valid options are:

1

Yes, include journal lines that are in error.

0

No, do not include journal lines that are in error.

If a journal is out-of-balance, but all lines are error-free, no lines will be returned.

This option does not affect the events that appear in the list; this option filters the journal lines on the Journal Entry screen for the events that meet the other filter criteria.

Screen actions - Filters

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Select an events processing task

Use the Select Options screen to specify a task to perform in Events Processing, CEA500D1. If you choose to create a new event, the system displays the Event Detail screen that you use to add the event. If you choose to maintain an event, post multiple events, approve and post events, or view posted events, the system displays a filter screen that you can use to limit the information in the list.

Field descriptions - View/Mode

Fields	Description
Select Option (1,0):	<p>Specify the task to perform in CEA500D1. Your choice determines which screen the system displays next. The options are:</p> <p>1=New Events Open the Event Detail, CEA500D9-01 screen. Use this screen to add an event.</p> <p>2=Multiple Posting Post multiple event numbers and their journals. The system displays the Multiple Posting Filter Panel that you can use to limit the events that appear in the Maintain Events list.</p> <p>3=Maintain Events Open the Filters screen that you can use to limit the events that appear in the Maintain Events list.</p> <p>4=Approve Events Open the Filters screen that you can use to limit the events that appear in the Approve Events list.</p> <p>5=Void Events Open the Filters screen that you can use to limit the events that appear in the Void Events list.</p>

Screen actions - View/Mode Panel

Commands	Description
Standard screen actions	<p>All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

Filter the list of multiple posting events

Use the Multiple Posting Filter Panel to specify the filtering criteria used by the system to select multiple events for posting.

Only those records that meet all the criteria you specify are included in the Events Processing list screen.

Field descriptions - Multiple posting filter panel

Fields	Description
From Date:	Specify a range of dates to limit the events to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document.
To Date:	Specify a range of dates to limit the events to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document.
From Event:	Specify a range of event numbers to limit the information to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document.
To Event:	Specify a range of event numbers to limit the information to include in the list. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document.
Subsystem Origin:	<p>Specify the subsystem origin of the events you want to view and post or approve. The subsystem origin you select determines which events are available for the multiple posting selection process.</p> <p>Valid subsystem origins are:</p> <ul style="list-style-type: none">■ All■ Batch Transactions■ Cartera■ Customer Invoice■ Customer Payment■ Draft Processing■ Inventory■ Labor Tickets■ None■ Payroll Processing■ Promotion Processing■ Revaluation Payables■ Revaluation Receivables■ Trade Funds Processing■ Vendor Drafts■ Vendor Invoice■ Vendor Payment
Event:	Specify an event name to use for filtering. Wildcard characters are allowed, and * is the default.

User: Specify the user name of the individual who last updated the events you want to view and post or approve. Wildcard characters are allowed, and * is the default.

Subsystem Options - Summarize: The summarize option allows corrected, unresolved journals and journals in error to be summarized when the events are posted through Multiple Posting. The way in which the journal lines are summarized is determined at the journal source level in the Ledger application and when the natural account is created in the Segment application.

Valid options are:

0=No

Do not summarize corrected, unresolved journals and journals in error when the events are posted through Multiple Posting.

1=Yes

Summarize corrected, unresolved journals and journals in error when the events are posted through Multiple Posting.

Approve: Select this option if you want the system to select events for approval. Valid options are:

0=No

The system selects events for posting, without approval parameter.

1=Yes

The system selects events for approval.

Batch: Specify this option to post event numbers and their journals in batch mode, instead of interactive mode. Valid options are:

0=No

Do not post in Batch mode, post in interactive mode.

1=Yes

Post event numbers and their journals in batch mode.

Unresolved/Error: Select this option to include unresolved events and events in error that have been corrected when multiple postings is executed. Valid options are:

0=No

Do not include unresolved events or events in error that have been corrected when CEA executes multiple postings.

1=Yes

Include unresolved events and events in error that have been corrected when multiple postings is executed.

Screen actions - multiple posting filter panel

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View or update a journal entry

Use the Journal Entry screen, CEA500D2-01, to view the journal entry for a particular journal line or to revise the journal entry. The screen displays all the journal lines in the journal entry.

You can revise a journal entry if you access this screen through Events Processing, or through other subsystem programs that require creation of journals. You cannot revise a journal entry if you access the screen through an inquiry program.

Field descriptions - CEA500D2-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the ledger.
Journal (7,0):	The screen displays the journal entry number.
Date:	The screen displays the date of the journal entry.
Reason (5,A):	The screen displays the journal entry's reason code.
Book (10,A):	The screen displays the book.
Year (4,0):	The screen displays the year.
Period (3,0):	The screen displays the journal entry period.
Description (30,A):	The screen displays the description of the journal entry.

Currency Transaction (3,A): The screen displays the transaction currency for the journal entry.

Currency Book (3,A): The screen displays the book currency for the journal entry.

Multiplier Rate: The screen displays the Multiplier rate if Euro currency conversion is enabled in MLT.

Divisor Rate: The screen displays the Divisor rate if Euro currency conversion is enabled in MLT.

Actions Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Segments

Display the full account string for the amount.

12=Analysis Fields

Display the analysis fields for the line.

13=Notes

Display the Notes for the line.

14=View Summarized Lines

View the individual entries of a summarized journal line. This action is only available on the Journal Entry screen if the individual Journal entry line's account string segments are set to any of the various combinations of summarize options specified at the Book (Journal Source) level and the Segment (Natural Account) level. This action is only available for Subsystem Origin events.

It is not available for events with the following Event Origins:

- Allocation
- Audit Adjustment
- Consolidation
- Manual Adjustment
- Retained Earnings
- Translation.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (Action Code) (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Segments

Display the full account string for the amount.

12=Analysis Fields

Display the analysis fields for the line.

13=Notes

Display the Notes for the line.

14=View Summarized Lines

View the detailed individual entries of a summarized journal line. This action is only available on the Journal Entry screen if the individual Journal entry line's account string segments are set to any of the various combinations of summarize options specified at the Book (Journal Source) level and the Segment (Natural Account) level. This action is only available if the event has any type of subsystem origin defined.

It is not available for events with the following Event Origins:

- Allocation
- Audit Adjustment
- Consolidation
- Manual Adjustment
- Retained Earnings
- Translation.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

- Line:** The screen displays the journal line number.
- Account String:** The screen displays the segment values that make up the account on the journal line.
- Reason (5,A):** Use F11=Fold/Unfold to display the journal entry's reason code.
- Status:** Use F11=Fold/Unfold to display the journal status.
- Summarized:** The screen indicates whether or not the journal lines are summarized or not. If summarized, the options are No Detail and Detail. If not summarized, the option is None.

Debit Transaction (15,2):	The screen displays the debit amount of the line in the transaction currency.
Credit Transaction (15,2):	The screen displays the credit amount of the line in the transaction currency.
Debit Book (15,2):	The screen displays the debit amount of the line in the book currency.
Credit Book (15,2):	The screen displays the credit amount of the line in the book currency.
Totals, Lines:	The screen displays the total number of lines in the journal entry.
Totals, Debit Transaction (15,2):	The screen displays the sum of all debits, in the transaction currency, for the journal entry.
Totals, Credit Transaction (15,2):	The screen displays the sum of all credits, in the transaction currency, for the journal entry.
Totals, Debit Book (15,2):	The screen displays the sum of all debits, in the book currency, for the journal entry.
Totals, Credit Book (15,2):	The screen displays the sum of all credits, in the book currency, for the journal entry.

Screen actions - CEA500D2-01

Commands	Description
F6=Accept	Accept the record and return to the Event Detail screen, CEA500D9-01.
F9=Calculate	Update the sum total of the journal value
F11=Fold/Unfold	Display additional information for each line.
F14=Event	Open the Event Detail screen.
F15=Subsystem	Access the supporting Subsystem transactions. F15=Subsystem is available if you access CEA500D2-01 through an inquiry program.
F16=Account Rules	Display the Account Rules Definition screen, CEA103D2-01, to see a display of the account rules that may affect this journal and its supporting subsystem ledger and book details.
F18=Journal Notes	Display the notes for a journal entry or journal entry line.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Add or update journal line detail

Use the Journal Line Detail screen, CEA500D3-01, to maintain the detail information for an individual journal line.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

In Display mode, you can use these function keys: F10 to display the Notes and F15 for Segments.

Field descriptions - CEA500D3-01

Fields	Description
Journal (9,A):	The screen displays the journal for the journal line.
Line (7,0):	The screen displays the number that uniquely identifies a journal entry line within a journal entry.
Summarized (0=No, 1=Yes):	This field indicates whether or not the line is a summarized line.
Account:	The screen displays the account for the journal line.
Transaction Debit Amount (15,2):	The screen displays the debit amount for the journal line in the transaction currency.
Transaction Credit Amount (15,2):	The screen displays the credit amount for the journal line in the transaction currency.
Transaction Currency (3,A):	The screen displays the currency in which a transaction occurred originally. Transactions are converted into a book's base currency during Events Processing. CEA maintains a transaction history for each journal entry line in both the base and transaction currencies.
Book Debit Amount (15,2):	The screen displays the debit amount for the journal line in the book currency.
Book Credit Amount (15,2):	The screen displays the credit amount for the journal line in the book currency.

- Book Currency (3,A):** Book currency is the same as Base Currency.
- Book Amount Override:** The screen displays the currency override status of the journal line. If the book amount for this line was entered manually, the field will be populated with a 1 (Yes).
- Statistics (15,5):** The screen displays the statistics amount for the journal line. The amount can have a positive or negative sign.
- Line Description (30,A):** The screen displays the description for the journal line. "VOID" in this field means that the journal line is in a void event.
- Reference 1 (35,A):** The screen displays the first reference for the journal line.
- Reference 2 (35,A):** The screen displays the second reference for the journal line.
The original journal number is displayed in this field for a journal line in a void event.
- Reason Code (5,A):** The screen displays the reason code for the journal entry line.
- Document Reference (20,A):** The screen displays the document reference for the journal line.
- Document Reference Date:** The screen displays the document reference date for the journal line.

Screen actions - CEA500D3-01

Commands	Description
F9=Analysis Fields	Display the analysis fields for this journal line.
F10=Notes	Display the notes for this journal line.
F14=Journal	Display the journal entry that contains the displayed journal line.
F15=Segments	Display the full account string for the amount.
F16=Subsystem	Access the supporting subsystem transactions. F16=Subsystem is available if you access CEA500D3-01 through an inquiry program. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View or maintain account segments

The Account Segments screen, CEA500D4-01, displays the full account string, that is, the segment, value, and description.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Field descriptions - CEA500D4-01

Fields	Description
Value (16,A):	The screen displays the value for the segment. If you are maintaining an event, you can change the value.

Screen actions - CEA500D4-01

Commands	Description
F16=Alias	Place the cursor in the Value field and use F16=Alias to display a list of aliases. If you select an alias, the system returns the value associated with the alias.
	All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View or maintain analysis fields

Use the Analysis Fields screen, CEA500D5-01, to enter or accept additional reference information at the journal line level to be used for analysis. The screen displays reference information for the model line, if any information was entered.

If subsystem journal lines have been summarized the analysis information will represent that of the first journal line summarized.

Field descriptions - CEA500D5-01

Fields	Description
Journal (9,A):	The screen displays the journal for the journal line.
Line (7,0):	The screen displays the number that uniquely identifies a journal entry line within a journal entry.
Analysis Fields 1-6 (16,A):	Accept or maintain the values which default into these analysis fields. In Account Inquiry these fields are for display only.
Analysis Numeric 1-2 (15,2):	Accept or maintain the numeric data which defaults from the model line. In Account Inquiry these fields are for display only.
Analysis Date 1-2:	Accept or maintain the date which defaults from the model line. In Account Inquiry these fields are for display only.

Screen actions - CEA500D5-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View or maintain journal notes

Use the Journal Notes or Journal Line Notes screen, CEA500D6-01, to enter or view notes at the journal header or journal line level. In Account Inquiry, these fields are for display only.

 Field descriptions - CEA500D6-01

Fields	Description
Notes (900,A):	View or maintain the notes for a journal entry or journal entry line. In Account Inquiry, these fields are for display only.

Screen actions - CEA500D6-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View source account detail

Use the Source Account Detail screen, CEA500D7-01, to display information about the source account that generated the consolidation journal line on the Target books.

Field descriptions - CEA500D7-01

Fields	Description
Ledger (8,A)	The screen displays the Ledger used as the source of the consolidation.
Book (10,A)	The screen displays the Book used as the source of the consolidation.
Year	The screen displays the source year used for the calculating consolidation. The source year may differ from the consolidation journal year.
Period (3,0)	The screen displays the source period used for calculating consolidation. The source period may differ from the period on consolidation journal.
Internal Account Number (15,0)	The screen displays the internal account number for the source account used in calculating the consolidation line.
Account String	The screen displays the account string combination from where the consolidation line was calculated.

Screen actions - CEA500D7-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View summarized detailed lines

Use the Summarized Detailed Lines screen, CEA500D8-01, to view the detailed individual entries of a summarized journal line.

Field descriptions - CEA500D8-01

Fields	Description
Line:	The screen displays the journal line number.
Account:	The screen displays the account segment string for the journal line number.
Total Transaction Debits:	The screen displays the sum of the debit amounts of the summarized line.
Total Transaction Credits:	The screen displays the sum of the Credit amounts of the summarized line.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	12=Analysis Fields
	Display the analysis fields for the journal line number and account string.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	12=Analysis Fields
	Display the Analysis field screen for the journal line number and account string.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Line (7,0):	Specify the action then the Journal Line number you want to view, and press Enter.
Debit Transaction:	The screen displays the debit amount of the journal line.
Credit Transaction:	The screen displays the credit amount of the journal line.
Statistics:	The screen displays the statistical value for the line.
Document reference:	The screen displays any document reference entered for the journal line.
Line Description:	The screen displays the description for the journal line.
Reference Date:	The screen displays the document date for the journal line.
Reason Code:	The screen displays the reason code for the journal entry line.
Reference 1:	The screen displays the first reference for the journal line.
Reference 2:	The screen displays the second reference for the journal line.

Screen actions - CEA500D8-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Add or maintain event detail

Use the Event Detail screen, CEA500D9-01, to create new journals using pre-defined events and models with Subsystem Origin of Manual Adjustments and to revise journals already created but awaiting approval or error resolution before posting.

Field descriptions - CEA500D9-01

Fields	Description
Event Number:	The screen displays the unique CEA-assigned event number.
Event:	Specify an event to process.
Date:	Specify the date for the event and its journal entries.
Currency:	Specify the transaction currency for the journals created by this event. The default is the last currency used.
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value. All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.

Screen actions - CEA500D9-01

Commands	Description
F6=Accept	Save the changes that you entered on this screen. F6=Accept not available on the screen after you save the event. F15=Post becomes available.
F11=Fold/unfold	Display additional detail/information on the screen.
F15=Post	F15=Post is available if you are using only Infor LX financial applications. Post the selected event to the appropriate Ledger/Book combination for the entered posting date. After you save an event, F15=Post allows you to post the event.
F16=Approve	Accept the revisions made to the journal, and Approve, then Post this journal. This screen action is only available from the Multiple Posting mode and from Approve Events mode.
F17=Void	Void and reverse the journal entry for an event already posted to the Ledger/Book. This screen action is only available from the Void Events screen.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View a customer payment transaction

The Customer Payment screen, CEA500DA-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Customer Payment is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

The subsystem screen displays the following fields:

- Event Number (15,0): The screen displays the unique CEA-assigned event number.
- Ledger (8,A): The screen displays the ledger.
- Book (10,A): The screen displays the book.
- Year: The screen displays the four digit code that identifies a calendar year.
- Period (3,0): The screen displays the user-defined three digit code that identifies a period within a period table.
- Journal (9,A): The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
- Company (3,0): The screen displays the number of the company to which the transaction belongs.
- Customer (8,0): The screen displays the number of the customer to which the invoice belongs.
- Invoice (8,0): The screen displays the invoice number.
- Prefix (Pfx) (2,A): The screen displays a prefix that is unique to the customer and is part of the document number.
- Document (8,0): The screen displays the system-assigned number for the invoice.
- Year (2,0): The screen displays the invoice processing year for the prefix/document combination.
- Type (1,0): This is the document type. Valid options are:

0=Payment

1=Invoice

2=Debit Memo

3=Credit Memo

- Bank (3,A): The screen displays the bank code for this account and transaction.

- Pay Type (1,A): The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
- FOREX (10,A): The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. This FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
- Subsystem Origin: Customer Payment is the Subsystem Origin for this screen.
- Session: The screen displays the session number that links the journal to the subsystem transaction.
- Transaction: The screen displays the transaction counter that links the journal to the subsystem transaction.
- Draft Number (10,0): The screen displays the Draft Number used if the pay type is setup as a draft. Set up drafts in the Cash Management application.

Field descriptions - CEA500DA-01

Fields	Description
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Detail</p> <p>Display the detailed information that supports the Subsystem information.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Detail</p> <p>Display the detailed information that supports the Subsystem information.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>

Screen actions - CEA500DA-01

Commands	Description
F11=Fold/Unfold	<p>Display the values in the Subsystem Origin, Session, Transaction, and Draft Number fields.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View detail for a customer payment transaction

Use the Customer Payment - Detail screen, CEA500DA-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Customer Payment screen.

Field descriptions - CEA500DA-01, detail

Fields	Description
Subsystem Origin:	Customer Payment is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Customer (8,0):	The screen displays the number of the customer for the invoice.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Currency (3,A):	The screen displays the transaction currency.
Draft Number (10,0):	The screen displays the Draft Number used if the pay type is draft. Set up drafts in the Cash Management application.
Reference:	The screen displays the reference on the transaction.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange

rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.

Document Prefix (2,A): The screen displays an identifier that is unique to the vendor and that is part of the document number.

Document Number (8,0): The screen displays the system-assigned document number.

Document Year (2,0): The screen displays the invoice processing year for the prefix/document combination.

Type (1,0): The available document types are:
 0=Payment
 1=Invoice
 2=Debit Memo
 3=Credit Memo

User ID (10,A): The screen displays the login ID of the person who entered the transaction.

Date: The screen displays the date the transaction was entered into the system.

Session: The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DA-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a vendor invoice transaction

The Vendor Invoice screen, CEA500DB-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Vendor Invoice is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DB-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (Action Code) (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Vendor (8,0):	The screen displays the number of the vendor to which the invoice belongs.
Invoice (20,A):	The screen displays the vendor invoice number.

Prefix (2,A):	The screen displays an identifier that is unique to the vendor and that is part of the document number.
Document (8,0):	The screen displays the system-assigned number for the invoice.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
Subsystem Origin:	Vendor Invoice is the Subsystem Origin for this screen.
Session:	The screen displays the session number that links the journal to the subsystem transaction.
Transaction:	The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DB-01

Commands	Description
F11=Fold/Unfold	Display the values in the Subsystem Origin, Session, and Transaction fields. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View detail for a vendor invoice transaction

Use the Vendor Invoice - Detail screen, CEA500DB-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Vendor Invoice screen.

Field descriptions - CEA500DB-01, detail

Fields	Description
Subsystem Origin:	Vendor Invoice is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Vendor (8,0):	The screen displays the number of the vendor for the invoice.
Invoice (20,A);	The screen displays the vendor invoice number.
Prefix (2,A):	The screen displays an identifier that is unique to the vendor and that is part of the document number.
Document Number (8,0):	The screen displays the system-assigned document number.
Currency (3,A):	The screen displays the transaction currency.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DB-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View an inventory processing transaction

The Inventory Processing screen, CEA500DC-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Inventory Processing is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DC-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for the ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Detail

Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Company (3,0): The screen displays the number of the company for the transaction.

Warehouse (Whs) (3,A): The screen displays the warehouse where the transaction took place.

Item/Commodity (35,A): The screen displays the item number or commodity number used in the transaction.

Vendor (8,A): The screen displays the number of the vendor for the transaction.

Customer (8,A): The screen displays the number of the customer for the transaction.

Location (10,A): The screen displays the location where the transaction took place.

Pay Type (1,A): The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.

Order: The screen displays the order number for this transaction.

Order Line: The screen displays the order line for this transaction.

Subsystem Origin: Inventory Processing is the Subsystem Origin for this screen.

Session: The screen displays the session number that links the journal to the subsystem transaction.

Transaction: The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DC-01

Commands	Description
F11=Fold/Unfold	<p>Display more information.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View detail for an inventory processing transaction

Use the Inventory Processing - Detail screen, CEA500DC-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Inventory Processing screen.

Field descriptions - CEA500DC-01, detail

Fields	Description
Subsystem Origin:	Inventory Processing is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Currency (3,A):	The screen displays the transaction currency.
Warehouse (3,A):	The screen displays the warehouse where the transaction took place.
Location (10,A):	The screen displays the location where the transaction took place.
Item/Commodity (35,A):	The screen displays the item number or commodity number used in the transaction.
Customer (8,A):	The screen displays the number of the customer to which the transaction may belong.
Vendor (8,A):	The screen displays the number of the vendor to which the transaction may belong.
Document Prefix (2,A):	The screen displays an identifier that is unique to the vendor and that is part of the document number.

Document Number (8,0):	The screen displays the system-assigned document number.
Document Year (2,0):	The screen displays the invoice processing year for the prefix/document combination.
Document Type (1,0):	This is the accounts receivable/billing document type. Valid types are: 0=Payment 1=Invoice 2=Debit Memo 3=Credit Memo
Order:	The screen displays the order associated with this transaction.
Order Line:	The screen displays the order line associated with this transaction.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DC-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a customer invoice transaction

The Customer Invoice screen, CEA500DD-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Customer Invoice is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DD-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Company (3,0):	The screen displays the number of the company for the transaction.
Customer (8,0):	The screen displays the number of the customer for the invoice.
Invoice (8,0):	The screen displays the invoice number.

Prefix (Pfx) (2,A);	The screen displays an identifier that is unique to the customer and that is part of the document number.
Document (8,0):	The screen displays the system-assigned document number.
Year (2,0):	The screen displays the invoice processing year for the prefix/document combination.
Type (1,0):	The available document types are: 0=Payment 1=Invoice 2=Debit Memo 3=Credit Memo
Bank (3,A):	The screen displays the bank code for this account and transaction. Set up the bank for the company in Bank Maintenance.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
Subsystem Origin:	Customer Invoice is the Subsystem Origin for this screen.
Session:	The screen displays the session number that links the journal to the subsystem transaction.
Transaction:	The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DD-01

Commands	Description
F11=Fold/Unfold	Display additional information.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View detail for a customer invoice transaction

Use the Customer Invoice - Detail screen, CEA500DD-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Customer Invoice screen.

Field descriptions - CEA500DD-01, detail

Fields	Description
Subsystem Origin:	Customer Invoice is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Customer (8,0):	The screen displays the number of the customer to which the invoice belongs.
Payment Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Currency (3,A):	The screen displays the transaction currency.
Document Prefix (2,A):	The screen displays an identifier that is unique to the vendor and that is part of the document number.
Document Number (8,0):	The screen displays the system-assigned document number.
Document Year (2,0):	The screen displays the invoice processing year for the prefix/document combination.
Document Type (1,0):	The available document types are: 0=Payment 1=Invoice

2=Debit Memo
3=Credit Memo

- Forex (10,A):** The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
- User ID (10,A):** The screen displays the login ID of the person who entered the transaction.
- Date:** The screen displays the date the transaction was entered into the system.
- Session:** The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DD-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View batch transactions

The Batch Transaction Processing screen, CEA500DE-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Batch Transactions is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DE-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.

- Year:** The screen displays the four digit code that identifies a calendar year.
- Period (3,0):** The screen displays the user-defined three digit code that identifies a period within a period table.
- Journal (9,A):** The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
- Actions**
- Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Detail**
- Display the detailed information that supports the subsystem information.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Act (Action Code) (2,0):** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Detail**
- Display the detailed information that supports the subsystem information.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Invoice:** The screen displays the name of the Infor LX subsystem where the unprocessed transaction data originated.
- Reference:** The screen displays the sequence number used on the batch transaction.
- Subsystem Origin:** Batch Transactions is the Subsystem Origin for this screen.
- Session:** The screen displays the session number that links the journal to the subsystem transaction.
- Transaction:** The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DE

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View detail for a batch transaction

Use the Batch Transaction - Detail screen, CEA500DE-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Batch Transaction screen.

Field descriptions - CEA500DE-01, detail

Fields	Description
Subsystem Origin:	Batch Transaction is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Program (10,A):	The screen displays the name of the Infor LX subsystem where the unprocessed transaction data originated.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Sequence (10,0):	The screen displays the sequence number used on the batch transaction.
Currency (3,A):	The screen displays the transaction currency.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DE-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a customer draft transaction

The Customer Draft screen, CEA500DF-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Customer Draft is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DF-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Detail

Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Company (3,0): The screen displays the number of the company for the transaction.

Customer (8,0): The screen displays the number of the customer for the invoice.

Bank (3,A): The screen displays the bank code for this account and transaction. Set up the bank for the company in Bank Maintenance.

Pay Type (1,A): The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.

Forex (10,A): The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.

Draft Number (10,0): The screen displays the Draft Number if the pay type is draft. Set up drafts in the Cash Management application.

Payment (2,0): The screen displays the payment number on the draft.

Subsystem Origin: Customer Draft is the Subsystem Origin for this screen.

Session: The screen displays the session number that links the journal to the subsystem transaction.

Transaction: The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DF-01

Commands	Description
F11=Fold/Unfold	<p>Display additional information.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View detail for a customer draft transaction

Use the Customer Drafts - Detail screen, CEA500DF-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Customer Drafts screen.

Field descriptions - CEA500DF-01, detail

Fields	Description
Subsystem Origin:	Customer Draft is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Customer (8,0):	The screen displays the number of the customer to which the draft belongs.
Draft Number (10,0):	The screen displays the Draft Number used if the pay type is draft. Set up drafts in the Cash Management application.
Payment (2,0):	The screen displays the payment number on the draft.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Currency (3,A):	The screen displays the transaction currency.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.

User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DF-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a labor ticket transaction

The Labor Tickets screen, CEA500DG-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Labor Ticket is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DG-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.

- Actions** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Detail**
- Display the detailed information that supports the subsystem information.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Act (2,0):** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Detail**
- Display the detailed information that supports the subsystem information.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Company (3,0):** The screen displays the number of the company for the transaction.
- Warehouse (Whs) (3,A):** The screen displays the warehouse where the transaction took place.
- Item/Commodity (35,A):** The screen displays the item number or commodity number used in the transaction.
- Labor (7,0):** The screen displays the labor ticket number for the operation.
- Shop Order (9,0):** The screen displays the Shop Order for the transaction.
- Operation (3,0):** The screen displays the operation number for the labor ticket.
- Subsystem Origin:** Labor Ticket is the Subsystem Origin for this screen.
- Session:** The screen displays the session number that links the journal to the subsystem transaction.
- Transaction:** The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DG-01

Commands	Description
F11=Fold/Unfold	<p>Display additional information.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View detail for a labor ticket transaction

Use the Labor Tickets - Detail screen, CEA500DG-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Labor Tickets screen.

Field descriptions - CEA500DG-01, detail

Fields	Description
Subsystem Origin:	Labor Tickets is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Warehouse (3,A):	The screen displays the warehouse where the transaction took place.
Item/Commodity (35,A):	The screen displays the item number or commodity number used in the transaction.
Labor Ticket (7,0):	The screen displays the labor ticket number for the operation.
Shop Order (9,0):	The screen displays the Shop Order for the transaction.
Operation (3,0):	The screen displays the operation number for the labor ticket.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DG-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a promotion processing transaction

The Promotion Processing screen, CEA500DH-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Promotion Processing is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DH-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Detail

Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Company (3,0): The screen displays the number of the company for the transaction.

Customer (8,0): The screen displays the number of the customer for the invoice.

Promotion (6,0): The screen displays the promotion code for this promotion or deal.

Line (3,0): The screen displays the promotion line. Each unique combination of promotion and promotion number represents a unique promotion record.

Prefix (Pfx) (2,A): The screen displays an identifier that is unique to the customer and that is part of the document number.

Document (8,0): The screen displays the system-assigned document number.

Year (2,0): The screen displays the invoice processing year for the prefix/document combination.

Type (1,0): The available document types are:

0=Payment

1=Invoice

2=Debit Memo

3=Credit Memo

Invoice (8,0): The screen displays the invoice number.

Line: The screen displays the invoice (Document) line.

Order (9,0): The screen displays the order the promotion pertains to.

Line (4,0):	The screen displays the order line that contains the promotion.
Subsystem Origin:	Promotion Processing is the Subsystem Origin for this screen.
Session:	The screen displays the session number that links the journal to the subsystem transaction.
Transaction:	The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DH-01

Commands	Description
F11=Fold/Unfold	Display additional information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View detail for a promotion processing transaction

Use the Promotion Processing - Detail screen, CEA500DH-01, to view detail for the selected transaction.
Access: Action 11=Detail from the Promotion Processing screen.

Field descriptions - CEA500DH-02

Fields	Description
Subsystem Origin:	Promotion Processing is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Customer (8,0):	The screen displays the number of the customer to whom the invoice belongs.
Currency (3,A):	The screen displays the transaction currency.
Promotion (6,0):	The screen displays the promotion code for this promotion or deal.

Line (3,0):	The screen displays the promotion line. Each unique combination of promotion and promotion number represents a unique promotion record.
Order (9,0):	The screen displays the order the promotion pertains to.
Line (4,0):	The screen displays the order line that contains the promotion.
Document Prefix (2,A):	The screen displays an identifier that is unique to the customer and that is part of the document number.
Invoice (Document) Number (8,0):	The screen displays the system-assigned document number.
Line:	The screen displays the invoice (Document) line.
Document Year (2,0):	The screen displays the invoice processing year for the prefix/document combination.
Document Type (1,0):	The available document types are: 0=Payment 1=Invoice 2=Debit Memo 3=Credit Memo
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DH-02 (Detail)

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a revaluation payables transaction

The Revaluation Payables screen, CEA500DI-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Revaluation Payables is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DI-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year (4,0):	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (Action Code) (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Detail

Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Company (3,0): The screen displays the number of the company for the transaction.

Vendor (8,0): The screen displays the number of the vendor for the invoice.

Invoice (20,A): The screen displays the vendor invoice number.

Prefix (2,A): The screen displays an identifier that is unique to the vendor and that is part of the document number.

Document (8,0): The screen displays the system-assigned number for the invoice.

Bank (3,A): The screen displays the bank code for this account and transaction. Set up the bank for the company in Bank Maintenance.

Pay Type (1,A): The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.

Forex (10,A): The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.

Subsystem Origin: Revaluation Payables is the Subsystem Origin for this screen.

Session: The screen displays the session number that links the journal to the subsystem transaction.

Transaction: The screen displays the transaction counter that links the journal to the subsystem transaction.

Draft Number (10,0): The screen displays the Draft Number if the pay type is draft. Set up drafts in the Cash Management application.

Payment (2,0): The screen displays the payment number on the draft.

Screen actions - CEA500DI-01

Commands	Description
F11=Fold/Unfold	<p>Display additional information.</p> <p>All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.</p>

View detail for a revaluation payables transaction

Use the Revaluation Payables - Detail screen, CEA500DI-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Revaluation Payables screen.

Field descriptions - CEA500DI-01, detail

Fields	Description
Subsystem Origin:	Revaluation Payables is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Vendor (8,0):	The screen displays the number of the vendor to whom the invoice belongs.
Invoice (20,A);	The screen displays the vendor invoice number.
Prefix (2,A):	The screen displays an identifier that is unique to the vendor and that is part of the document number.
Document Number (8,0):	The screen displays the system-assigned document number.
Currency (3,A):	The screen displays the transaction currency.

Bank (3,A):	The screen displays the bank code for this account and transaction.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Draft Number (10,0):	The screen displays the Draft Number used if the pay type is draft. Set up drafts in the Cash Management application.
Payment (2,0):	The screen displays the payment number on the draft.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DI-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a revaluation receivables transaction

The Revaluation Receivables screen, CEA500DJ-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Revaluation Receivables is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DJ-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.

- Book (10,A):** The screen displays the unique identifier for a book.
- Year:** The screen displays the four digit code that identifies a calendar year.
- Period (3,0):** The screen displays the user-defined three digit code that identifies a period within a period table.
- Journal (9,A):** The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
- Actions**
- Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Detail**
- Display the detailed information that supports the Subsystem information.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Act (2,0):** Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
- 11=Detail**
- Display the detailed information that supports the Subsystem information.
- All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.
- Company (3,0):** The screen displays the number of the company for the transaction.
- Customer (8,0):** The screen displays the number of the customer for the invoice.
- Invoice (8,0):** The screen displays the invoice number.
- Prefix (Pfx) (2,A):** The screen displays an identifier that is unique to the customer and that is part of the document number.
- Document (8,0):** The screen displays the system-assigned document number.
- Year (2,0):** The screen displays the invoice processing year for the prefix/document combination.

Type (1,0):	The available document types are: 0=Payment 1=Invoice 2=Debit Memo 3=Credit Memo
Bank (3,A):	The screen displays the bank code for this account and transaction. Set up the bank for the company in Bank Maintenance.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
Subsystem Origin:	Revaluation Receivables is the Subsystem Origin for this screen.
Session:	The screen displays the session number that links the journal to the subsystem transaction.
Transaction:	The screen displays the transaction counter that links the journal to the subsystem transaction.
Draft Number (10,0):	The screen displays the Draft Number if the pay type is draft. Set up drafts in the Cash Management application.

Screen actions - CEA500DJ-01

Commands	Description
F11=Fold/Unfold	Display additional information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View detail for a revaluation receivables transaction

Use the Revaluation Receivables - Detail screen, CEA500DJ-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Revaluation Receivables screen.

Field descriptions - CEA500DJ-01, detail

Fields	Description
Subsystem Origin:	Revaluation Receivables is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Customer (8,0):	The screen displays the number of the customer to whom the invoice belongs.
Payment Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Currency (3,A):	The screen displays the transaction currency.
Payment (2,0):	The screen displays the payment number on the draft.
Draft Number (10,0):	The screen displays the Draft Number used if the pay type is draft. Set up drafts in the Cash Management application.
Reference:	The screen displays the reference on the transaction.
Document Prefix (2,A):	The screen displays an identifier that is unique to the customer and that is part of the document number.
Document Number (8,0):	The screen displays the system-assigned document number.
Document Year (2,0):	The screen displays the invoice processing year for the prefix/document combination.
Document Type (1,0):	The available document types are: 0=Payment 1=Invoice 2=Debit Memo 3=Credit Memo

User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DJ-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a trade funds transaction

The Trade Fund Processing screen, CEA500DK-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Trade Funds Processing is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DK-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year (4,0):	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.

Actions Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Detail

Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Act (2,0): Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.

11=Detail

Display the detailed information that supports the subsystem information.

All other line actions on this screen perform standard Infor LX functions. See *Generic help text for line actions (p. 19)* in the overview information in this document.

Session: The screen displays the session number that links the journal to the subsystem transaction..

Transaction: The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DK-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a vendor draft transaction

The Vendor Draft screen, CEA500DL-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Vendor Draft is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DL-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year:	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the Subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the Subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Vendor (8,0):	The screen displays the number of the vendor to which the invoice belongs.
Bank (3,A):	The screen displays the bank code for this account and transaction.

Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
Draft Number (10,0):	The screen displays the Draft Number if the pay type is draft. Set up drafts in the Cash Management application.
Payment (2,0):	The screen displays the payment number on the draft.
Subsystem Origin:	Vendor Drafts is the Subsystem Origin for this screen.
Session:	The screen displays the session number that links the journal to the subsystem transaction.
Transaction:	The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DL-01

Commands	Description
F11=Fold/Unfold	Display additional information. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View detail for a vendor draft transaction

Use the Vendor Drafts - Detail screen, CEA500DL-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Customer Payment screen.

Field descriptions - CEA500DL-01, detail

Fields	Description
Subsystem Origin:	Vendor Drafts is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.

Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Vendor (8,0):	The screen displays the number of the vendor to which the invoice belongs.
Draft Number (10,0):	The screen displays the Draft Number if the pay type is draft. Set up drafts in the Cash Management application.
Payment (2,0):	The screen displays the payment number on the draft.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Currency (3,A):	The screen displays the screen displays the transaction currency.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number used to link the journal to the subsystem transaction.

Screen actions - CEA500DL-02, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a vendor payment transaction

The Vendor Payment screen, CEA500DM-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Vendor Payments is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

Field descriptions - CEA500DM-01

Fields	Description
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Ledger (8,A):	The screen displays the unique identifier for a ledger.
Book (10,A):	The screen displays the unique identifier for a book.
Year (4,0):	The screen displays the four digit code that identifies a calendar year.
Period (3,0):	The screen displays the user-defined three digit code that identifies a period within a period table.
Journal (9,A):	The screen displays the number that uniquely identifies a journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
Actions	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the Subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Act (2,0):	Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.
	11=Detail
	Display the detailed information that supports the Subsystem information.
	All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.

Vendor (8,0):	The screen displays the number of the vendor to which the invoice belongs.
Reference (10,0):	The screen displays the reference number used to identify the payment, for example, check number.
Sub (2,0):	The screen displays the sub-reference number used to identify the payment.
Invoice (20,A):	The screen displays the invoice number paid.
Prefix (2,A);	The screen displays an identifier that is unique to the vendor and that is part of the document number.
Document (8,0):	The screen displays the system assigned number to which the invoice belongs.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.
Draft Number (10,0):	The screen displays the Draft Number used if the pay type is draft. Set up drafts in the Cash Management application.
Subsystem Origin:	Vendor Payment is the Subsystem Origin for this screen.
Session:	The screen displays the session number that links the journal to the subsystem transaction.
Transaction:	The screen displays the transaction counter that links the journal to the subsystem transaction.

Screen actions - CEA500DM-01

Commands	Description
F11=Fold/Unfold	Display additional information.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

View detail for a vendor payment transaction

Use the Vendor Payment - Detail screen, CEA500DM-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Vendor Payment screen.

Field descriptions - CEA500DM-01, detail

Fields	Description
Subsystem Origin:	Vendor Payment is the Subsystem Origin for this screen.
Event Number (15,0):	The screen displays the unique CEA-assigned event number.
Company (3,0):	The screen displays the number of the company to which the transaction belongs.
Vendor (8,0):	The screen displays the number of the vendor to which the invoice belongs.
Reference (6,0):	The screen displays the reference number used to identify the payment, for example, check number.
Sub (2,0):	The screen displays the sub-reference number used to identify the payment.
Invoice (20,A):	The screen displays the invoice number paid.
Prefix (2,A);	The screen displays an identifier that is unique to the vendor and that is part of the document number.
Currency (3,A):	The screen displays the transaction currency.
Bank (3,A):	The screen displays the bank code for this account and transaction.
Pay Type (1,A):	The screen displays the Payment Type code for this transaction. Set up payment types in Accounts Payable Maintenance.
Forex (10,A):	The screen displays the foreign reservation exchange (FOREX) number that applies to the transaction. The FOREX number provides the override exchange rate for this transaction. The FOREX exchange rate takes precedence over any other exchange rate source.

Draft Number (10,0):	The screen displays the Draft Number if the pay type is draft. Set up drafts in the Cash Management application.
Document (8,0):	The screen displays the system assigned number to which the invoice belongs.
User ID (10,A):	The screen displays the login ID of the person who entered the transaction.
Date:	The screen displays the date the transaction was entered into the system.
Session:	The screen displays the session number that links the journal to the subsystem transaction.

Screen actions - CEA500DM-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View a payroll processing transaction

The Payroll Processing screen, CEA500DN-01, displays the subsystem transaction associated with a journal line in the accounts inquiry result. On this screen, Payroll Processing is the subsystem origin for each transaction.

Use action 11=Detail to display additional information for a transaction.

Access: F16=Subsystem on the Journal Line Detail screen, CEA500D3-01. You must access CEA500D3-01 through Accounts Inquiry, CEA300D1.

This subsystem screen displays the following fields:

- **Event Number (15,0):** The system displays the unique CEA-assigned event number of the associated journal.
- **Ledger (8,A):** The screen displays the unique identifier for a ledger.
- **Book (10,A):** The screen displays the unique identifier for a book.
- **Year (4,0):** The system displays the four-digit code that identifies the calendar year of the associated journal.
- **Period (3,0):** The system displays the user-defined three-digit code that identifies a period within the period table for the associated journal.
- **Journal (9,A):** The screen displays the number that uniquely identifies the associated journal entry. During Events Processing the two digit journal source is combined with the model's number to form the journal entry number.
- **Company (3,0):** The system displays the number of the company for the associated journal.

- Employer (3,A): The system displays the Employer Number from the originating Payroll transaction.
- Employee (9,A): The system displays the Employee Number from the originating Payroll transaction.
- Check Number (10,0): The system displays the Check Number from the originating Payroll transaction.
- Account (5,A): The system displays the Account Code for the payroll checking account from the originating Payroll transaction.
- Cycle (25,A): The system displays the Cycle Code from the originating Payroll transaction.
- Subsystem Origin (25,A): Payroll Processing is the Subsystem Origin for this screen.
- Session (10,0): The system displays the session number that links the journal to the subsystem transaction.
- Transaction (7,0): The system displays the transaction counter value used the CEA Cross-Reference (GXR) file to link the journal to the subsystem transaction.

Field descriptions - CEA500DN-01

Fields	Description
Actions	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Detail</p> <p>Display the detailed information that supports the Subsystem information.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>
Act (2,0):	<p>Specify the number for the line action to perform and press Enter. To use the first line, specify the line action and at least one key field value.</p> <p>11=Detail</p> <p>Display the detailed information that supports the Subsystem information.</p> <p>All other line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.</p>

Screen actions - CEA500DN-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

View detail for a payroll processing transaction

Use the Payroll Processing - Detail screen, CEA500DN-01, to view detail for the selected transaction.

Access: Action 11=Detail from the Payroll Processing screen.

The screen displays the following fields:

- Subsystem Origin (25,A): Payroll Processing is the Subsystem Origin for this screen.
- Event Number (15,0): The system displays the unique CEA-assigned event number of the associated journal.
- Company (3,0): The system displays the number of the company for the associated journal.
- Employer (3,A): The system displays the Employer Number from the originating Payroll transaction.
- Employee (9,A): The system displays the Employee Number from the originating Payroll transaction.
- Check Number (10,0): The system displays the Check Number from the originating Payroll transaction.
- Account (5,A): The system displays the Account Code for the payroll checking account from the originating Payroll transaction.
- Cycle Code (25,A): The system displays the Cycle Code from the originating Payroll transaction.
- Period End (8,0): The system displays the period end date for the Payroll transaction.
- Currency (3,A): The system displays the currency for the associated Payroll transaction stored in the CEA Cross-Reference (GXR) file.
- Name (39,A): The system displays the complete Employee Name value for the Payroll transaction from the Payroll product's Employee Root Master file (PRPMS).
- User ID (25,A): The system displays the User ID of the person who posted the Payroll transaction to CEA. This value is stored in the CEA Cross-Reference (GXR) file.
- Date (8,0): The system displays the date on which the Payroll transaction was posted to CEA. This value is stored in the CEA Cross-Reference (GXR) file.
- Session (10,0): The system displays the session number that links the journal to the subsystem transaction.

Field descriptions - CEA500DN-01, detail

Fields	Description
Fields	All fields on this screen are display only.

Screen actions - CEA500DN-01, detail

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Journal Entry Review, CEA510D

Journal Entry Review, CEA510, is an optional process that allows you to review and maintain the journal lines before you post them. You can use the Journal Entry Review process for subsystem programs that generate journal entries interactively.

Access the Journal Entry Review screens through the accounts payable and accounts receivable subsystems. You must specify Yes in the Review Generated Journal field in Event Sequence Maintenance, CEA109D3-01. After the Advanced Transaction Processing (ATP) engine resolves all model lines, you can access the Journal Entry Review screen. Use this screen to accept transactions. In addition, you can access other screens that allow you to update journal line details, segments, analysis field values, and journal notes. You must have the appropriate security level to add or modify journal lines.

Events can have journal entries in multiple currencies. The Journal Entry Review screen displays journal amounts in book and transaction currencies. The system also lists debit and credit totals in both transaction and book currencies. When you use a different currency, the Journal Entry Review application performs an exchange rate calculation on the subsystem control total amount for each journal.

Account segment values resolve as model lines. An alias entered as part of a model line resolves when it displays on the Journal Entry Review screen, CEA510D-01. An alias entered as part of the Journal Entry Review process resolves on posting. To avoid error messages, you should resolve wildcard characters entered as part of the model.

The account display is limited to forty-six characters, including the delimiter. For example, the ATP engine resolves a model that references a chart of accounts with five segments of the following lengths and values:

Seg	Length	Value
1	4	1000
2	6	ADM134
3	2	86
4	3	690
5	3	blanks
6	6	123EXP

These segments appear on the screen as the following account string:

1000.ADM134.86.690..123EXP

Segments appear in their defined length with the user-defined delimiter separating them. When blanks are used as a segment value, the segment is represented by two periods (..). See segment 5 in the example.

The currency rounding method and the round-to position used in the Journal Entry Review screen are determined by the selections you made in Currency Code Maintenance, CLD107D1.

The currency rounding method affects the calculated (or displayed) amount totals, including the Invoice Total, the Tax Total, and the Amounts in Journals. The currency rounding method does not affect the Unit Cost and the Unit Selling Prices.

Review journal entries

Use the Journal Entry Review screen, CEA510D-01, to accept transactions. You can also add or modify journal lines. To view additional segments, use line action 11=Segments.

The Journal Entry Review screen includes the following fields:

- **Event Number.** This field displays the unique event number assigned by the system.
- **Sequence.** This field displays the event sequence that the system uses to create the journal entry.
- **Ledger.** This field displays the ledger that defaults from the event sequence line. The journal entry posts to this ledger.
- **Book.** This field displays the book that defaults from the event sequence line. The journal entry posts to this book.

- Year. The journal entry posts to the year displayed in this field. The system uses the journal entry date, displayed in the Date field on this screen, and the Period Table associated with the ledger to compute the year.
- Period. The journal entry posts to the period displayed in this field. The system uses the journal entry date, displayed in the Date field on this screen, and the Period Table associated with the ledger to compute the period.
- Journal. The Journal field displays the journal source number from the model.
- Date. This field displays the journal entry date. The period does not have to be open to create a journal entry. However, the period must be open in order to post the journal entry to the balance files.
- Reversing Journal. The Reversing Journal field displays the reversing journal source number listed in the model.
- Reversing Date. The Reversing Date is computed from the data in the Journal Entry Date and the Increment Periods-Reversal fields on the Journal Model Header file (GHM). The period does not have to be open for a journal entry to be created. However, the period must be open in order to post the journal entry to the balance files.
- Act. Specify the number for the line action to perform and press Enter. The screen includes the following line actions: 2=Revise, 4=Delete, 5=Display, 6=Add, 11=Segments, 12=Analysis Fields, and 13=Notes. Use the line actions to access the Account Segments, Analysis Fields Maintenance, or Journal Notes screens for additional information about a selected journal line.
- Line. This column displays the journal entry line number associated with the current account.
- Account. This column lists the combination of segment values that identify a specific account. You post a journal entry line to an account.
- Debit. This column displays the debit transaction amount created by the resolved model. You cannot revise this debit amount when the Book Currency does not equal Transaction Currency. The system writes journal entries when the debit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use the line action 4=Delete.
- Credit. This column displays the credit transaction amount created by the resolved model. You cannot revise this credit amount if the Book Currency does not equal Transaction Currency. The system writes journal entries when the credit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use the line action 4=Delete.
- Book Debit. Use F11=Fold/Unfold to display this field. This field lists the debit book amount created by the resolved model. You cannot revise this debit amount when the Book Currency does not equal Transaction Currency. The system writes journal entries when the debit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use line action 4=Delete.
- Book Credit. Use F11=Fold/Unfold to display this field. This field lists the credit book amount created by the resolved model. You cannot revise this credit amount when the Book Currency does not equal Transaction Currency. The system writes journal entries when the credit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use the line action 4=Delete.

- Lines. This field displays the number of journal entry lines created after the model has been resolved and maintained for this event sequence. The Journal Entry Review application records the number of lines added or deleted during maintenance.
- Transaction Currency. This field displays the code used to identify the subsystem transaction currency.
- Transaction Debit Total. This field displays the total value of all debit amounts in the transaction currency. The total includes both positive and negative amounts included in the journal entry.
- Transaction Credit Total. This field displays the total value of all credit amounts in the transaction currency. The total includes both positive and negative amounts included in the journal entry.
- Book Currency. This field displays the code used to identify the subsystem book currency.
- Book Debit Total. This field displays the total value of all debit amounts in the book currency. The total includes both positive and negative amounts included in the journal entry.
- Book Credit Total. This field displays the total value of all credit amounts in the book currency. The total includes both positive and negative amounts included in the journal entry.

Access: F6=Post from the following screens: ACP500D4-01, ACP700D5-01, ACR500D2-01, BIL500, and ACR300.

Field descriptions - CEA510D-01

Fields	Description
Description (30,A):	This field displays a description of the event from the Journal Model Header file.

Screen actions - CEA510D-01

Commands	Description
F6=Accept	Validate and post journal entries (all event sequences).
F11=Fold/Unfold	Display the book debit and credit.
F18=Journal Notes	Display journal header notes.
F19=Previous	Display the previous book currency. This function displays each book currency used by an event to post journal entries. In addition, the Book field displays the name of the book associated with the currency.
F20=Next	Display the next book currency. This function displays each book currency used by an event to post journal entries. In addition, the Book field displays the name of the book associated with the currency.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Journal Line Maintenance, CEA510D

Use the Journal Line Maintenance screen, CEA510D-02, to view or edit details associated with the selected journal line.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Access:

Action 2=Revise from the Journal Entry Review screen, CEA510D-01.

Action 5=Display from the Journal Entry Review screen, CEA510D-01.

Action 6=Add from the Journal Entry Review screen, CEA510D-01.

View or update a journal line

The screen displays the journal source number from the model and the journal entry line number associated with the current account. The screen also displays the subsystem transaction currency code and the subsystem book currency code.

Field descriptions - CEA510D-02

Fields	Description
Account (52,A):	This field displays the account value from the Journal Entry Review screen, CEA510D-01. Use F15=Segments to view additional segments.
Account Description (30,A):	This field displays the description of the account.
	Transaction Debit, (15,2):
	This field displays the debit amount for the journal line in the transaction currency. The amount is generated when the amount macro for the corresponding model line is resolved.
	Transaction Credit, (15,2):

This field displays the credit amount for the journal line in the transaction currency. The amount is generated when the amount macro for the corresponding model line is resolved.

Book Debit:

This field displays the debit amount of the journal line amount in the book currency. This amount is determined by the book entered in the event sequence.

Book Credit:

This field displays the credit amount of the journal line amount in the book currency. This amount is determined by the book entered in the event sequence.

Statistics (15,5): This field displays the statistic value for the journal line. The statistic value is generated when statistic macro for the corresponding model line is resolved.

Line Description (30,A): The line description defaults from the Journal Model Line file. You can use a macro in the line description or a hard-coded description for the model to resolve.

Reference 1 (20,A): The reference value defaults from the Journal Model Line file.

Reference 2 (20,A): The reference value defaults from the Journal Model Line file.

Reason Code (5,A): The Reason Code value defaults from the subsystem. It displays on the journal header and lines as part of the model resolution process.

Document Reference (30,A): The document reference value defaults from the Journal Model Line file.

Document Reference Date (8,0): The document reference date defaults from the Journal Model Line file.

Screen actions - CEA510D-02

Commands	Description
F6=Accept	Save your changes. The system recalculates the book amounts, validates segments, and refreshes the description.
F9=Analysis Fields	Display the Analysis Fields Maintenance screen, CEA510D-04, to review or maintain the fields.

F10=Notes Display the Journal Notes screen, CEA510D-05, to review or maintain the notes.

F15=Segments Display the Account Segments screen, CEA510D-03.
All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Account Segments, CEA510D

Use the Account Segments screen, CEA510D-03, to view or update account segments displayed in the Journal Entry Review or Journal Line Maintenance screens. Segments are user-defined categories that you can use to track information within a chart of accounts. Examples of segments are: Account, Sub-account, Company, Project, Region, and Profit.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Access:

Action 11=Segments from the Journal Entry Review screen, CEA510D-01

F15=Segments from the Journal Line Maintenance screen, CEA510D-02

View or update account segments

The Account Segments screen includes the following fields:

- **Journal.** The Journal field displays the journal source number from the model.
- **Journal Line.** This field displays the journal line number associated with the current account.
- **Segment 1-14.** These fields display the names of the available segments. The segment names default from the Segment Definition file and identify each of the segments for the chart of accounts. You can use a maximum of 14 account segments to identify each account.

Field descriptions - CEA510D-03

Fields	Description
Value 1-14 (16,A):	These fields display the account segment values. The segment values default from the Segment Definition file.

Screen actions - CEA510D-03

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Analysis Fields Maintenance, CEA510D

Use the Analysis Fields Maintenance screen, CEA510D-04, to view or update analysis field values.

Access:

Action 12=Analysis Fields from the Journal Entry Review screen, CEA510D-01.

F9=Analysis Fields from the Journal Entry Maintenance screen, CEA510D-02.

View or update analysis fields

The screen displays the journal source number from the model and the journal line associated with the current account.

Field descriptions - CEA510D-04

Fields	Description
Analysis Fields 1-6 (16,A):	The system displays the user-defined analysis fields resolved from the model line. You can use these fields to record user-defined data.
Analysis Numeric 1-2 (15,2):	The system displays the user-defined analysis numbers resolved from the model line. You can use these fields to record user-defined data.
Analysis Date 1-2 (8,0):	The system displays the user-defined analysis dates resolved in the model line. You can use these fields to record user-defined data.

Screen actions - CEA510D-04

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Journal Notes, CEA510D

Use the Journal Notes screen, CEA510D-05, to enter or review notes associated with a journal entry or line.

Access:

F18=Journal Notes from the Journal Entry Review screen, CEA510D-01

Action 13=Notes from the Journal Entry Review screen, CEA510D-01

F10=Notes from the Journal Line Maintenance screen, CEA510D-02

View or update journal notes

Use the notes field to review or update the notes associated with the journal entry or line. The text defaults from the Journal Notes file. The notes can contain up to 900 characters.

Field descriptions - CEA510D-05

Fields	Description
Journal:	The Journal field displays the journal number from the Journal Entry Review screen, CEA510D-01.
Line	This field displays the journal entry line number associated with the current account.

Screen actions - CEA510D-05

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Reset CEF record locks, CEA970D

Use this program to unlock records that remain locked as the result of incomplete processing. The inquiry server places a lock on a record when you open the record. The lock contains a transaction ID based on the user and session. The lock is in the XXLOCK field on the parent record. After you successfully complete a process, the system deletes the lock and fills the field with zeroes. CEA970D places the zeroes in the XXLOCK field on all locked records for the file that you run.

Access: SYS01 menu.

Release CEA record locks

Use the Release CEA Record Locks screen, CEA970D-01, to release all CEA record locks.

Field descriptions - CEA970D-01

Fields	Description
File to be Unlocked (3,0):	Specify the file to unlock from the list of valid files or specify "ALL" to unlock all the files listed.

Screen actions - CEA970D-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

G/L exception report, CEA971D

Use this program to help reconcile the account balances in the GSB file to the journal entry lines in the GLH file for a ledger, book, period, and year.

The program includes the following processing options:

- **Differences in Account Balances.** Use this option to identify and reconcile journal entry lines in the GLH file that do not equal the corresponding account balances in the GSB file. Select the report only option and analyze the results before you run the program to update the GSB file. When you select Report and Update, the program updates the account balances in the GSB file to equal the GLH detail. The report lists the differences.
- **Account Balances with No Journal Lines.** Use this option to identify and update account balances in the GSB file that have no corresponding detail records in the GLH file. CEA971 bypasses records that are marked as purged (GSB.SBDEAR = 1) through CEA991 if you chose to retain account balance records and purge the journal detail lines. Select the report only option and analyze the results before you run the program to update the GSB file. When you select Report and Update, the program identifies the account balance records that have no corresponding journal entry lines and sets the account balances to zero. The report lists the GSB accounts.

You have the following options to filter the information on the report:

- Ledger
- Books
- Year
- Period
- All (default)

Access: Menu SYS01

Print a G/L exception report

Use the G/L Exception Report selection screen, CEA971D-01, to specify the information to include in the report and to select the appropriate processing option. This screen contains range fields that you can use to limit the data the system selects. For information on range fields, see *Ranges* in the overview section of this document.

Field Descriptions - CEA971D

Fields	Description
From Ledger	Specify a range of values to limit the ledgers to include in the report.
To Ledger	Specify a range of values to limit the ledgers to include in the report.
From Book	Specify a range of values to limit the books to include in the report.
To Book	Specify a range of values to limit the books to include in the report.
From Year	Specify a range of values to limit the years to include in the report.
To Year	Specify a range of values to limit the years to include in the report.
From Period	Specify a range of values to limit the periods to include in the report.
To Period	Specify a range of values to limit the periods to include in the report.
Process Options	<p>Select one of the following options:</p> <p>0=Report only.</p> <p>Print a report but do not update the GSB file.</p> <p>1=Report and update.</p> <p>Update the GSB file and print a report.</p>
Differences in Account Balances	<p>Select one of the following options:</p> <p>1=Yes</p> <p>If you specified Report Only in the Process Options field, Infor LX prints a report that lists the journal line detail records that do not equal the corresponding account balances in the GSB file.</p>

If you selected Report and Update in the Process Options field, Infor LX updates the account balances in the GSB file with the total of the corresponding journal entry detail records and prints a report that lists the differences.

0=No

Do not print a report or update the account balances.

Account Balances with No Journal Lines Select one of the following options:

1=Yes

If you selected Report Only in the Process Options field, Infor LX prints a report that lists account balances in the GSB file that have no corresponding journal entry detail records in the GLH file.

If you selected Report and Update in the Process Options field, Infor LX sets the account balances to zero and prints the accounts on the report.

0=No

Do not print a report or set the account balances to zero.

Run Time Parameter (1,0): Specify Interactive to process the data in real time or Batch to process the data in the job queue. If you select interactive processing, your session is unavailable for other tasks until the job finishes.

Screen actions - CEA971D

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Reset Transaction Counter in GXR, GHH, GLH, CEA972D

Run the Reset Transaction Counter in GXR, GHH, GLH program, CEA972D, when Account Inquiry (CEAGIH) aborts. Account Inquiry can abort if, in some account records, the Session Number field or the Transaction Counter field is blank in the GXR, GHH, or GLH files.

The Session Number field is in the Journal History (GHH) file, Journal History Details (GLH) file, and the Subsystems Cross-Reference (GXR) file.

The Transaction Counter field is in the Journal History Details (GLH) file and the Subsystems Cross-Reference (GXR) file.

The problem occurs when Account Inquiry attempts to read records which were created prior to the addition of the Session Number and Transaction Counter fields. Because these records have no values for those fields, the inquiry aborts. When you run CEA972D, the program first attempts to retrieve the required values from GXR, GHH and GLH to populate the empty fields in the other file records. If the values are not found in any of these files, CEA972D populates the Session Number and Transaction Counter with 9999999999 and 9999999 respectively, incrementing in successive records with a negative 1 to avoid duplication of information in other, previously populated records. The program generates the CEA972B report which lists the journals that were updated.

Access: Menu SYS01

Reset Transaction Counter

Use the Reset Transaction Counter in GXR, GHH, GLH screen, CEA972D-01, to submit the job to reset the transaction counter.

Field Descriptions - CEA972D-01

Fields	Description
Runtime Parameter	Specify interactive to process the data in real time or batch to process the data in the job queue. If you specify interactive processing, your session is unavailable for other tasks until the job finishes.

Screen actions - CEA972D-01

Commands	Description
Standard screen actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

CEA Archive/Purge Selection, CEA990D1

Use caution when you run this application. If you run this application with no knowledge of the Infor LX database, you can cause performance issues and loss of data.

Use this application to archive CEA records and select them to purge later with CEA Purge Execution, CEA991D1. You can also use this program to select records for purging without actually creating an

archive. The Mark Records Only parameter allows you to select the records without creating an archive database.

If you enter No for the Mark Records Only parameter, then the system displays the CEA99D1-02 screen. Use this screen to enter an archive location and choose an archive option based on the drive space required.

Specify archive/purge parameters

Use the CEA Archive/Purge Selection screen, CEA990D1-01, to specify a range of ledgers and books to include in the archive or purge and to specify the process parameters.

Only those records that meet all the criteria you specify will be processed.

Field descriptions - CEA990D1-01

Fields	Description
Ledger From (8,A):	Specify a range of values to limit the ledgers to include in the selection. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. To process a single ledger, specify the same ledger name in both ledger fields.
Ledger To (8,A):	Specify a range of values to limit the ledgers to include in the selection. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. To process a single ledger, specify the same ledger name in both ledger fields.
Book From (10,A):	Specify a range of values to limit the books to include in the selection. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. To process a single ledger, specify the same ledger name in both ledger fields.
Book To (10,A):	Specify a range of values to limit the books to include in the selection. For a discussion of ranges, see <i>Ranges</i> in the overview information in this document. To process a single ledger, specify the same ledger name in both ledger fields.
Year (4,0):	Specify the year of the book or books to be selected.
Period From (3,0):	Specify the lower value of the Period range to be selected. Valid periods are 0 to 999. To process a single period, enter the same period in both fields.
Period To (3,0):	Specify the lower value of the Period range to be selected. Valid periods are 0 to 999. To process a single period, enter the same period in both fields.

Data Option (1,0): Specify one of the following options to select all CEA records or to select only the detail files.

Valid choices

- **0=All**
Specify this option to include files GHH, GLH, GLA, GNH, GSB, GRL, GXR, GSX, GTB, GPL, GTY, and GJR.
- **1=Details only**
Specify this option to include files GHH, GLH, GLA, GNH, and GXR. This option retains the GSB, GRL, GSX, GTB, GPL, GTY, and GJR files for reporting purposes.

Mark Records Only (1,0): This parameter allows you to select the records to purge without creating an archive database.

Valid choices

- **0=No**
Archive the selected data to another library.
- **1=Yes**
This program selects and marks the records for later purging. The program does not create the archive database.

Run Time Parameter (1,0): Specify interactive to process the data in real time or batch to process the data in the job queue. If you specify interactive processing, your session is unavailable for other tasks until the job finishes.

Screen actions - CEA990D1-01

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Archive CEA records

Use the CEA Archive Option screen, CEA990D1-02 to monitor archive space requirements and to launch the archive process.

You must evaluate your system drive space availability and the archive specifications before you continue from this screen.

Field descriptions - CEA990D1-02

Fields	Description
Required Space for Archive (17,2):	This is the number of bytes required to save the archive.
Select an Option (1,0):	Specify an archive option. Valid options are: 1=Append records to existing archive Library This option will add all records that match the archive criteria to the Archive Library. Existing records will not be overwritten. 2=Save existing archive library to media and clear files before archiving. This option calls Back up Infor LX Files, SYS700. Use SYS700 to send the existing archive to tape or other media. The system deletes the old archive prior to archiving the new records. You must run SYS700 in Interactive mode to ensure that the old Archive is saved to media prior to writing the new Archive. 3=Replace existing archive with new archive This option deletes any existing records in the archive library prior to saving the new archive.
Archive Library (10,A):	Specify the name of the library where you want the data saved. This library must already exist on the iSeries.

Screen actions - CEA990D1-02

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

CEA Purge Execution, CEA991D1

Run this application with extreme caution as it permanently deletes the system transaction data.

This program deletes only those records that have been selected by the CEA990D1 program. The CEA991D1 selection criteria are similar to the criteria on CEA990D1; however, these selection criteria allow you to further limit the data to be purged. You can retain some of the archived data which can be purged at a later time. The Archive Date is the key to this process. You can run the purge program for data that was archived on a single date. This also allows data to be archived at any time for the purpose of later purging.

Purge the archived records

Use the CEA Purge Execution screen, CEA991D1-01, to select archived records to purge.

Field descriptions - CEA991D1-01

Fields	Description
Date of Archive (6,0):	Specify the date that the records were archived. The system uses this date to determine which data is available for purging.
Ledger From (8,A):	Specify the lower value of the Ledger range. To purge data for a single ledger, specify the same ledger name in both ledger fields.
Ledger To (8,A):	Specify the upper value of the Ledger range. To purge data for a single ledger, specify the same ledger name in both ledger fields.
Book From (10,A):	Specify the lower value of the Book range. To purge data for a single book, specify the same book name in both book fields.
Book To (10,A):	Specify the upper value of the Book range. To purge data for a single book, specify the same book name in both book fields.
Year (4,0):	Specify the year of the book or books to be purged.
Period From (3,0):	Specify the lower value of the Period range to be selected. Valid periods are 0 to 999. To purge data for a single period, specify the same period name in both period fields.
Period To (3,0):	Specify the upper value of the Period range to be selected. Valid periods are 0 to 999. To purge data for a single period, specify the same period name in both period fields.
Data Option (1,0):	Specify one of the following options to select all records or to select only the detail files. Valid options are: 0=All

Specify this option to purge the following files: GHH, GLH, GLA, GNH, GSB, GRL, GXR, GSX, and GJR.

1=Detail

Specify this option to only purge the GHH, GLH, GLA, GNH, and GXR files. This option retains the GSB, GRL, GSX, and GJR files for reporting purposes.

The GTB, GPL, and GTY files are not purged.

Run Time Parameter (1,0): Specify interactive to process the data in real time or batch to process the data in the job queue. If you specify interactive processing, your session is unavailable for other tasks until the job finishes.

Screen actions - CEA991D1-01

Commands	Description
F6=Accept	Save your entries and submit the job to purge the files. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Journal Entry Review, IXU510D

Journal Entry Review, IXU510, is an optional process that allows you to review and maintain the journal lines before you post them. You can use the Journal Entry Review process for subsystem programs that generate journal entries interactively.

Access the Journal Entry Review screens through the accounts payable and accounts receivable subsystems. You must select the Review generated journal check box on the Financial Class Event Rule window. After the Advanced Transaction Processing (ATP) engine resolves all model lines, you can access the Journal Entry Review screen, IXU510D01. Use this screen to accept transactions. In addition, you can access other screens that allow you to update journal line details, segments, analysis field values, and journal notes. You must have the appropriate security level to add or modify journal lines.

Financial events can have journal entries in multiple currencies. The Journal Entry Review screen displays journal amounts in book and transaction currencies. The system also lists debit and credit totals in both transaction and book currencies. When you use a different currency, the Journal Entry Review application performs an exchange rate calculation on the subsystem control total amount for each journal.

Account segment values resolve as model lines. An alias entered as part of a model line resolves when it displays on the Journal Entry Review screen, IXU510D-01. An alias entered as part of the Journal

Entry Review process resolves on posting. To avoid error messages, you should resolve wildcard characters entered as part of the model.

The account display is limited to forty-six characters, including the delimiter. For example, the ATP engine resolves a model that references a chart of accounts with five segments of the following lengths and values:

Seg	Length	Value
1	4	1000
2	6	ADM134
3	2	86
4	3	690
5	3	blanks
6	6	123EXP

These segments appear on the screen as the following account string:

1000.ADM134.86.690..123EXP

Segments appear in their defined length with the user-defined delimiter separating them. When blanks are used as a segment value, the segment is represented by two periods (..). See segment 5 in the example.

The currency rounding method and the round-to position used in the Journal Entry Review screen are determined by the selections you made in Currency Code Maintenance, CLD107D1.

The currency rounding method affects the calculated (or displayed) amount totals, including the Invoice Total, the Tax Total, and the Amounts in Journals. The currency rounding method does not affect the Unit Cost and the Unit Selling Prices.

Review journal entries

Use the Journal Entry Review screen, IXU510D-01, to accept transactions. You can also add or modify journal lines. To view additional segments, use line action 11=Segments.

The Journal Entry Review screen includes the following fields:

- Event Number. This field displays the unique event number assigned by the system.
- Sequence. This field displays the event sequence that the system uses to create the journal entry.

- Ledger. This field displays the ledger that defaults from the event sequence line. The journal entry posts to this ledger.
- Book. This field displays the book that defaults from the event sequence line. The journal entry posts to this book.
- Year. The journal entry posts to the year displayed in this field. The system uses the journal entry date , displayed in the Date field on this screen, and the Period Table associated with the ledger to compute the year.
- Period. The journal entry posts to the period displayed in this field. The system uses the journal entry date, displayed in the Date field on this screen, and the Period Table associated with the ledger to compute the period.
- Journal. The Journal field displays the journal source number from the model.
- Date. This field displays the journal entry date. The period does not have to be open to create a journal entry. However, the period must be open in order to post the journal entry to the balance files.
- Reversing Journal. The Reversing Journal field displays the reversing journal source number listed in the model.
- Reversing Date. The Reversing Date is computed from the data in the Journal Entry Date and the Increment Periods-Reversal fields on the Journal Model Header file (GHM). The period does not have to be open for a journal entry to be created. However, the period must be open in order to post the journal entry to the balance files.
- Act. Specify the number for the line action to perform and press Enter. The screen includes that following line actions: 2=Revise, 4=Delete, 5=Display, 6=Add, 11=Segments, 12=Analysis Fields, and 13=Notes. Use the line actions to access the Account Segments, Analysis Fields Maintenance, or Journal Notes screens for additional information about a selected journal line.
- Line. This column displays the journal entry line number associated with the current account.
- Account. This column lists the combination of segment values that identify a specific account. You post a journal entry line to an account.
- Debit. This column displays the debit transaction amount created by the resolved model. You cannot revise this debit amount when the Book Currency does not equal Transaction Currency. The system writes journal entries when the debit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use the line action 4=Delete.
- Credit. This column displays the credit transaction amount created by the resolved model. You cannot revise this credit amount if the Book Currency does not equal Transaction Currency. The system writes journal entries when the credit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use the line action 4=Delete.
- Book Debit. Use F11=Fold/Unfold to display this field. This field lists the debit book amount created by the resolved model. You cannot revise this debit amount when the Book Currency does not equal Transaction Currency. The system writes journal entries when the debit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use line action 4=Delete.

- **Book Credit.** Use F11=Fold/Unfold to display this field. This field lists the credit book amount created by the resolved model. You cannot revise this credit amount when the Book Currency does not equal Transaction Currency. The system writes journal entries when the credit amount is equal to zero, if you specified Yes in the Write Zero Amount field on the Define Model Line screen. To remove a line with an amount equal to zero, use the line action 4=Delete.
- **Lines.** This field displays the number of journal entry lines created after the model has been resolved and maintained for this event sequence. The Journal Entry Review application records the number of lines added or deleted during maintenance.
- **Transaction Currency.** This field displays the code used to identify the subsystem transaction currency.
- **Transaction Debit Total.** This field displays the total value of all debit amounts in the transaction currency. The total includes both positive and negative amounts included in the journal entry.
- **Transaction Credit Total.** This field displays the total value of all credit amounts in the transaction currency. The total includes both positive and negative amounts included in the journal entry.
- **Book Currency.** This field displays the code used to identify the subsystem book currency.
- **Book Debit Total.** This field displays the total value of all debit amounts in the book currency. The total includes both positive and negative amounts included in the journal entry.
- **Book Credit Total.** This field displays the total value of all credit amounts in the book currency. The total includes both positive and negative amounts included in the journal entry.

Access: F6=Post from the following screens: ACP500D4-01, ACP700D5-01, ACR500D2-01, BIL500, and ACR300.

Field descriptions - IXU510D-01

Fields	Description
Description (30,A):	This field displays a description of the event from the Journal Model Header file.

Screen actions - IXU510D-01

Commands	Description
F6=Accept	Validate and post journal entries (all event sequences).
F11=Fold/Unfold	Display the book debit and credit.
F18=Journal Notes	Display journal header notes.

F19=Previous Display the previous book currency. This function displays each book currency used by an event to post journal entries. In addition, the Book field displays the name of the book associated with the currency.

F20=Next Display the next book currency. This function displays each book currency used by an event to post journal entries. In addition, the Book field displays the name of the book associated with the currency.

All other screen actions on this screen perform standard Infor LX functions. See *Generic help text for screen actions (p. 20)* in the overview information in this document.

Journal Line Maintenance, IXU510D

Use the Journal Line Maintenance screen, IXU510D-02, to view or edit details associated with the selected journal line.

For the natural account, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Access:

Action 2=Revise from the Journal Entry Review screen, IXU510D-01.

Action 5=Display from the Journal Entry Review screen, IXU510D-01.

Action 6=Add from the Journal Entry Review screen, IXU510D-01.

View or update a journal line

The screen displays the journal source number from the model and the journal entry line number associated with the current account. The screen also displays the subsystem transaction currency code and the subsystem book currency code.

Field descriptions - IXU510D-02

Fields	Description
Account (52,A):	This field displays the account value from the Journal Entry Review screen, IXU510D-01. Use F15=Segments to view additional segments.
Account Description (30,A):	This field displays the description of the account.

Transaction Debit, (15,2):

This field displays the debit amount for the journal line in the transaction currency. The amount is generated when the amount macro for the corresponding model line is resolved.

Transaction Credit, (15,2):

This field displays the credit amount for the journal line in the transaction currency. The amount is generated when the amount macro for the corresponding model line is resolved.

Book Debit:

This field displays the debit amount of the journal line amount in the book currency. This amount is determined by the book entered in the event sequence.

Book Credit:

This field displays the credit amount of the journal line amount in the book currency. This amount is determined by the book entered in the event sequence.

Statistics (15,5): This field displays the statistic value for the journal line. The statistic value is generated when statistic macro for the corresponding model line is resolved.

Line Description (30,A): The line description defaults from the Journal Model Line file. You can use a macro in the line description or a hard-coded description for the model to resolve.

Reference 1 (20,A): The reference value defaults from the Journal Model Line file.

Reference 2 (20,A): The reference value defaults from the Journal Model Line file.

Reason Code (5,A): The Reason Code value defaults from the subsystem. It displays on the journal header and lines as part of the model resolution process.

Document Reference (30,A): The document reference value defaults from the Journal Model Line file.

Document Reference Date (8,0): The document reference date defaults from the Journal Model Line file.

Screen actions - IXU510D-02

Commands	Description
F6=Accept	Save your changes. The system recalculates the book amounts, validates segments, and refreshes the description.
F9=Analysis Fields	Display the Analysis Fields Maintenance screen, CEA510D-04, to review or maintain the fields.
F10=Notes	Display the Journal Notes screen, IXU510D-05, to review or maintain the notes.
F15=Segments	Display the Account Segments screen, IXU510D-03. All other screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Account Segments, IXU510D

Use the Account Segments screen, IXU510D-03, to view or update account segments displayed in the Journal Entry Review or Journal Line Maintenance screens. Segments are user-defined categories that you can use to track information within a chart of accounts. Examples of segments are: Account, Sub-account, Company, Project, Region, and Profit.

For all segments, the system displays the translated segment value description in the user's language, as defined in Infor LX User Authorization Maintenance, SYS600D1. If no translated description exists in Segment Definition, CEA100D1, the system uses the default description.

Access:

Action 11=Segments from the Journal Entry Review screen, IXU510D-01

F15=Segments from the Journal Line Maintenance screen, IXU510D-02

View or update account segments

The Account Segments screen includes the following fields:

- **Journal.** The Journal field displays the journal source number from the model.
- **Journal Line.** This field displays the journal line number associated with the current account.
- **Segment 1-14.** These fields display the names of the available segments. The segment names default from the Segment Definition file and identify each of the segments for the chart of accounts. You can use a maximum of 14 account segments to identify each account.

Field descriptions - IXU510D-03

Fields	Description
Value 1-14 (16,A):	These fields display the account segment values. The segment values default from the Segment Definition file.

Screen actions - IXU510D-03

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Analysis Fields Maintenance, IXU510D

Use the Analysis Fields Maintenance screen, IXU510D-04, to view or update analysis field values.

Access:

Action 12=Analysis Fields from the Journal Entry Review screen, IXU510D-01.

F9=Analysis Fields from the Journal Entry Maintenance screen, IXU510D-02.

View or update analysis fields

The screen displays the journal source number from the model and the journal line associated with the current account.

Field descriptions - IXU510D-04

Fields	Description
Analysis Fields 1-6 (16,A):	The system displays the user-defined analysis fields resolved from the model line. You can use these fields to record user-defined data.
Analysis Numeric 1-2 (15,0):	The system displays the user-defined analysis numbers resolved from the model line. You can use these fields to record user-defined data.
Analysis Date 1-2 (8,0):	The system displays the user-defined analysis dates resolved in the model line. You can use these fields to record user-defined data.

Screen actions - IXU510D-04

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Journal Notes, IXU510D

Use the Journal Notes screen, IXU510D-05, to enter or review notes associated with a journal entry or line.

Access:

F18=Journal Notes from the Journal Entry Review screen, IXU510D-01

Action 13=Notes from the Journal Entry Review screen, IXU510D-01

F10=Notes from the Journal Line Maintenance screen, IXU510D-02

View or update journal notes

Use the notes field to review or update the notes associated with the journal entry or line. The text defaults from the Journal Notes file. The notes can contain up to 900 characters.

Field descriptions - IXU510D-05

Fields	Description
Journal:	The Journal field displays the journal number from the Journal Entry Review screen, IXU510D-01.
Line	This field displays the journal entry line number associated with the current account.

Screen actions - IXU510D-05

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Segment Values List, IXU510D

Use the Segment Values List screen to select a value for the Account Segments screen, IXU510D-03.

Select a segment value

Specify a line action and press Enter to process it.

1=Select

Return the selected information to the original screen. To select an item, type 1 in the Act field next to the data you want, then press Enter.

8=Position to

Position the list to the specified data line in the list of selections. To position specific data to the top of the list, type 8 in the Act field and a code value in the appropriate blank fields to its right, then press Enter. If there is no exact match, the program moves the closest alphanumeric match to the top of the list.

Field descriptions - IXU510D-06

Fields	Description
Actions	All line actions on this screen perform standard Infor LX functions. See <i>Generic help text for line actions (p. 19)</i> in the overview information in this document.

Screen actions - IXU510D-06

Commands	Description
All Screen Actions	All screen actions on this screen perform standard Infor LX functions. See <i>Generic help text for screen actions (p. 20)</i> in the overview information in this document.

Appendix A

Glossary

A

Ranges

Ranges refer to fields you can use to limit an inquiry or report or to display specific data. If there are multiple range fields in a program, you can tailor your inquiry or report to produce only the data you need.

Infor LX sorts the information alphanumerically. Therefore, the value in the *From* field must be a lower alphanumeric value than the value in the *To* field.

Infor LX usually inserts extreme values as defaults in the lower and upper fields. See the description for Extreme values by default. The entries you make in range fields do not have to be valid values in a database file.

Review the following suggestions to limit the information:

Specify the first value to include on the inquiry or report in the *From* field. Leave the *To* field blank to include all information to the end of the file. For example, you can print a report that starts with the customer number you specify in the *From* field and stops at the end of the Customer Master file.

Specify the last value to include on the inquiry or report in the *To* field. Leave the *From* field blank to start at the beginning of the file. For example, you can perform an inquiry that starts with the beginning of the Customer Master file and ends with the customer number you specify in the *To* field.

Specify the same value in both the *From* and *To* fields. For example, you can limit a display to one customer.

To include a group of items, specify a value in the *From* field and another value in the *To* field. For example, you can perform an inquiry that starts with the first of the month and ends with the last day of the month.

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