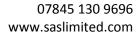


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# **Functional Specification**

**Nominal Ledger Allocation** 

Author: Dave Morgan





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## **Version History**

Version Number	Date	Author(s)	Notes
1.0	21 January 2013	Dave Morgan	Initial Draft
1.1	30 January 2013	Dave Morgan	Updated with new functionality as tested

# **Background**

The Nominal Ledger Allocations Addon gives you the ability to allocate Credit and Debit transactions for a selected Nominal Account against each other.

Then using its enhanced Nominal Ledger Transaction Enquiry screen it will hide these allocated transactions, simplifying your view of the current transactions for the selected account.

This Addon came about when it was noted that customers with large numbers of transactions in their Nominal ledger found it more and more difficult to enquire on current transactions, to the point that the Transaction Enquiry screen became all but unusable.

By allocating transactions against each other, it allows users to focus on those transactions which are of actual relevance and makes the Transaction Enquiry screen a valuable tool again.

#### **IMPORTANT NOTE**

The creation and removal of Allocation records is a completely bespoke element. No amendments or changes are made to the Nominal Ledger, its records or its values.



## **Features**

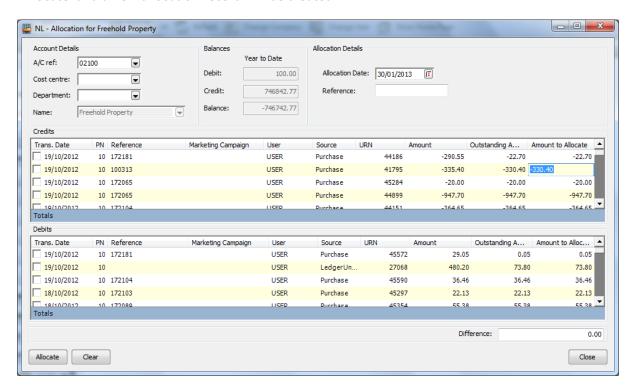
The Nominal Ledger Addon contains the following features;

## Add, View and Remove Allocations

### **New Allocation Screen**

Select a Nominal Account and its Credits and Debits will be shown. You must then select records from the 2 lists such that the difference is zero. Once you select a record you may choose to change the "Amount to Allocate", or leave it as the default which will be the outstanding amount. The outstanding amount will be the original amount less anything which has already been allocated.

Once you have made your selections and as long as the difference is zero, you can then click 'Allocate' and a new allocation record will be created.

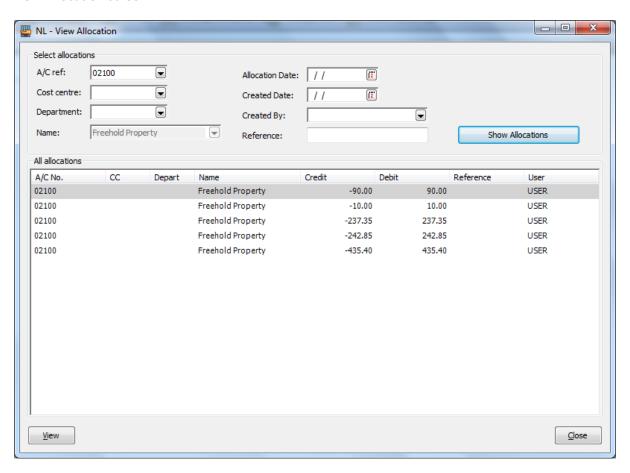


N.B. Only Credits and Debits that are not fully allocated will be displayed in this screen.



#### **View Allocation Screen**

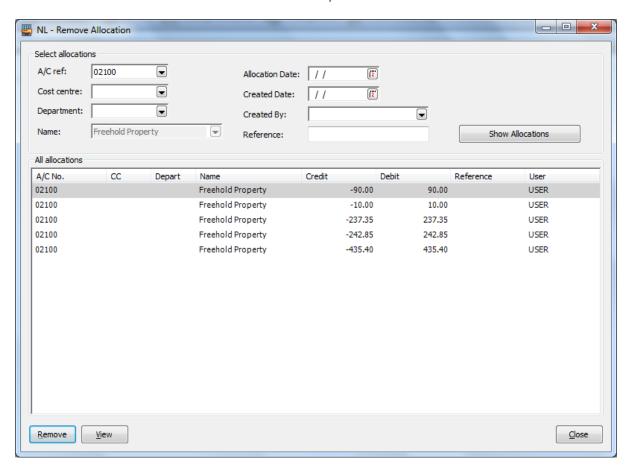
Use this screen to first search for and then view the details of a previous allocation created using the New Allocation screen.





## **Remove Allocation Screen**

Should you need to remove an allocation record please use this screen. Using the screen you can first search for and then select the allocation record you wish to remove.

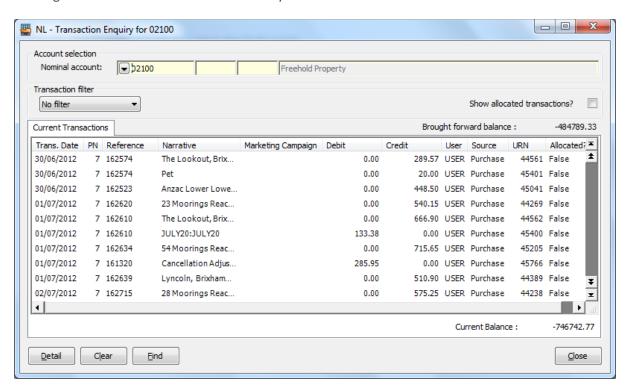




## **Enhanced Transaction Enquiry**

## **Transaction Enquiry Screen**

The Transaction Enquiry screen is a custom Nominal Ledger enquiry screen based on the standard Sage Nominal Ledger enquiry screen. It contains all the functionality of the existing screen, but by default hides those transactions which are linked to an allocation record. This means you are only viewing those transactions which are actually relevant.



However it does include an additional filter 'Show Allocated Transactions', which if ticked will display all the transactions for the currently selected Nominal Account. Those transactions which are linked to an allocation will be highlighted in red and the new 'Allocated?' column means this information is available to you when exporting the information to Excel (when using the standard 'right click | send to excel' option).

#### **Allocation Records**

#### NLAllocation and NLAllocationLines

Details of any allocations made are retained in to new tables. NLAllocation holds information regarding which Nominal Account was selected, the total value of Credits and Debits, plus who created the record and when.

NLAllocationLine holds details about each of the transactions linked to the Allocation as both Foreign ID's i.e. links to the actual Sage record and as static data i.e. the transaction information as at the time of the allocation.



This information can be used for your own custom reporting and as auditable information pertaining to Nominal Ledger Allocations.

## **Installation**

The Nominal Ledger Transaction Addon is supplied as a Sage 200 SDBX file. It should be installed using the Sage 200 System Administrator Addon installation tool.

#### **IMPORTANT NOTE**

As the installation features a SQL script (an update to the Sage 200 database) when asked at the installation whether you wish to update all companies it is highly recommended that you select 'yes'.