

Journal Entries Export

Last Modified on 12/22/2023 2:38 pm CST

The Journal Entries export is found at *Accounting / Transfers / Export / Journal Entries*.

Export Journal Entry Files

Transfer File Path J:\1send\

Select Range

Journal Rec #
 Date
 Fiscal Month

Starting JE 328
Ending JE 347
Starting Future JE
Ending Future JE

Which JE Types

General
 Vendor A/P
 Customer A/R

Export Type

Export Detail
 Export Summary

Export

Regular
 Future
 Both

Alternate Account ID Attribute

Export Cancel

- **Export Type** – This determines the detail of the Journal Entries when imported. The *Export Detail* imports each Journal Entry individually. The *Export Summary* type imports as a single Journal Entry that contains the sum of changes for each account.
- **Alternate Account ID Attribute** – This allows selecting from a list of the G/L Account Attributes. Some users with multiple databases may have General Ledger Accounts that are not necessarily numbered the same in all datasets. This *Alternate Account ID* allows the ability to set an Attribute on the General Ledger Accounts that is exported as the General Ledger Account number. The actual Account ID is then placed in the *Comments* area on the Journal Entry.