

## BANK RECONCILIATION

B E N E F I T S

Gain unparalleled access to mission-critical financial information within your business and turn that data into a powerful competitive tool, while at the same time controlling it with greater efficiency and ease than ever before.

### Reconcile

*bank transactions that affect the bank balance during the reconciliation process.*

**View**  
*current bank account balances and related transactions affecting the cash balance and drill-down to view the transaction detail.*

### Manage transactions with ease

Manage all of your bank-related activity through a single automated intersection, including cash, check, and credit card transactions, bank account balances, and automated reconciliation.

### Instant transaction monitoring

Instantly review transactions, see summary information, mark those that need further attention, and drill-down for further detail—all from within a single window.

### Smooth reconciliation

Extend your reconciliation capabilities with ease using customizable transaction views, summaries of important information, and easy-to-use tools to sort and mark transactions as you need.

### Increase efficiency

Empower your employees with a straightforward, consistent approach to managing your bank transactions that lowers administrative costs and gives you tight control over this mission-critical business process.

### Achieve sound ROI

Deliver a sound return on your investment by saving time and money when reconciling bank accounts on a regular basis – especially when handling multiple accounts – with intuitive tools and processes.

### Integrate seamlessly

Increase efficiency and flexibility and provide accurate, up-to-date information throughout your financial system through seamless integration with other Microsoft® Business Solutions—Great Plains® applications.



## BANK RECONCILIATION | FEATURES LIST

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| <b>Easy Transaction Management</b>           | Control reconciliation processes by setting defaults and choosing between transactions types, including checks, receipts, adjustments, and others.   |
| <b>Efficient Transaction Entry</b>           | A customizable transaction view lets you choose the type of transactions you wish to enter.  |
| <b>Summary Information</b>                   | Speed up reconciliations with on-screen summary information, including adjusted bank balance, adjusted book balance, number of cleared payments, cleared payments total, and more.           |
| <b>Detailed Transaction Information</b>      | Instantly get the details you need while reconciling, including deposit number, transaction number, type, payment amount, and description, and drill down when you need even greater detail. |
| <b>Transaction Tracking</b>                  | Track simple or complex transactions, including voided transactions, voided manual checks, funds transfers, deposits without receipts, and checks distributed to multiple expense accounts.  |
| <b>Easy and Efficient Transaction Review</b> | Review transactions by setting reconciliation ranges, sorting transactions by type or date, and marking single transactions or entire ranges of transactions for further attention.          |
| <b>Automatic Adjustments</b>                 | Reconcile totals with automatic file update and General Ledger postings that include reconciliation totals as well as any transaction adjustments.   |
| <b>Exception Handling</b>                    | Handle cleared amount differences with drill-downs for more information. Make simple record adjustments during reconciliation without having to enter a separate transaction.                |
| <b>Simultaneous Reconciliations</b>          | Manage multiple reconciles out of separate checkbooks without having to complete each one before beginning the next.   |
| <b>Reporting</b>                             | Create, view, and post a suite of standard reports including checkbook list, checkbook register report, and bank distribution history, or customize reports in paper or online formats.      |
| <b>Multicurrency Support</b>                 | Enter, view, and reconcile transactions for checkbooks in any currency, including the Euro, or reconcile cash receipts in multiple currencies in your primary checkbook.                     |
| <b>Seamless Integration</b>                  | Create complete bank-related information and enter information only once with seamless integration to Great Plains General Ledger, Receivables, Payables, and Payroll applications.          |