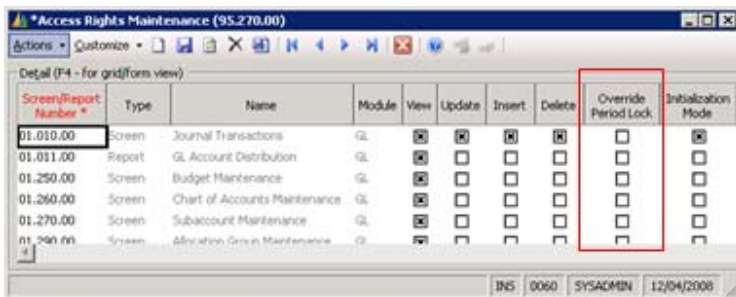




Microsoft™ Dynamics™ SL's open period paradigm allows businesses to operate freely without the need to regiment month end close procedures. This flexibility also creates a dilemma for financial controllers when they have reported to managers or board members and data entry staff post back to a prior period and adjusted a reported balance. Renown's Period locking allows the Financial Controller to lock any period and prevent reported balances being changed without approval. Locking is at a user level, enabling Controllers to make necessary adjustments

- ✚ Batches can be entered but not released for Locked Periods
- ✚ Periods can be Locked and Unlocked as often as required
- ✚ Date locking can be activated for Entered/Invoice date fields.
- ✚ Periods can be Locked independently for each Dynamics SL module
- ✚ Individual Users can be configured to override Period Locks for selected screens
- ✚ Period Close will automatically Lock the closed period and open the new period
- ✚ The 'Period to Post' field can have Period Locking warnings display or extra locking applied

ACCESS RIGHTS MAINTENANCE (95.270.00)



| Screen/Report Number * | Type | Name | Module | View | Update | Insert | Delete | Override Period Lock | Initialization Mode |
|------------------------|--------|-------------------------------|--------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------|
| 01.010.00 | Screen | Journal Transactions | GL | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 01.011.00 | Report | GL Account Distribution | GL | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 01.250.00 | Screen | Budget Maintenance | GL | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 01.260.00 | Screen | Chart of Accounts Maintenance | GL | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 01.270.00 | Screen | Subaccount Maintenance | GL | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 01.290.00 | Screen | Alternative Costs Maintenance | CR | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

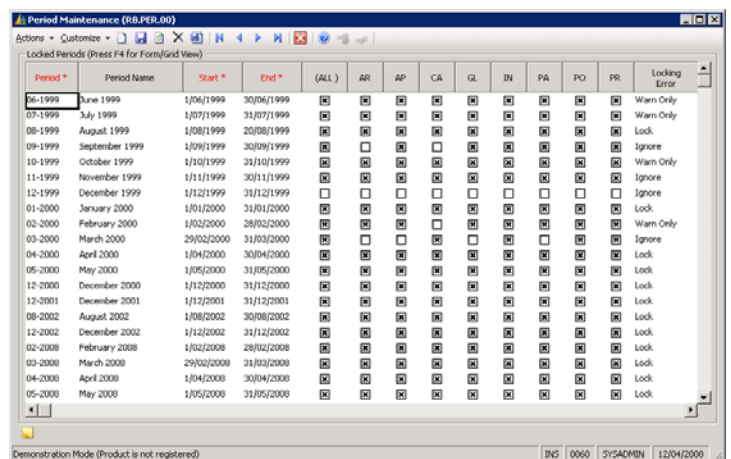
A new column is added to Access Rights to configure specific users or groups to ignore the Period Locks for selected screens. This enables Period Locking to be configured for specific Users.

These users will be able to release batches into locked periods enabling locking to be User Access based. The SYSADMIN user overrides all locks.

RD.PER.00 PERIOD LOCKING MAINTENANCE

It is possible to Lock or Unlock specific periods for specific modules in any number of Financial Years forward or back.

- ✚ Prevent prior period adjustments to sub-modules; Accounts Payable, Accounts Receivable, whilst allowing journal adjustments in General Ledger.
- ✚ Accounts Payable can be left open to allow for late Supplier Invoices whilst all sales related modules are locked.
- ✚ Warnings or locking can be applied to the Period to Post field, via the Locking Error field. It is possible 'Prevent Entry' or 'Display Warnings' when a locked period is entered in the Period to Post field. Regardless of the warning on Period to Post, batches will not release for locked periods

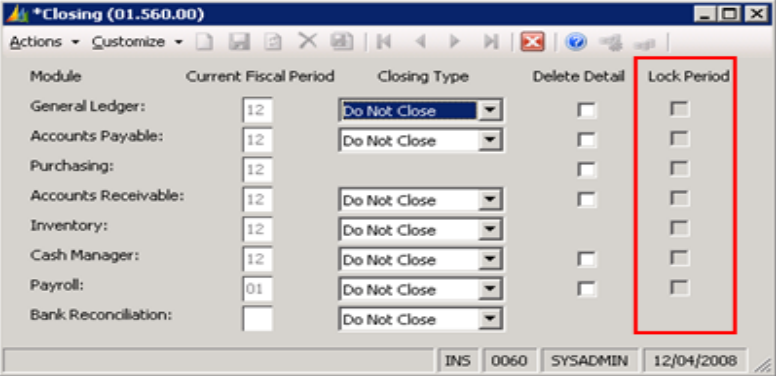


| Period * | Period Name | Start * | End * | (ALL) | AR | AP | CA | GL | IN | PA | PO | PR | Locking Error |
|----------|----------------|------------|------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------|
| 06-1999 | June 1999 | 1/06/1999 | 30/06/1999 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Warn Only |
| 07-1999 | July 1999 | 1/07/1999 | 31/07/1999 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Warn Only |
| 08-1999 | August 1999 | 1/08/1999 | 20/08/1999 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 09-1999 | September 1999 | 1/09/1999 | 30/09/1999 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ignore |
| 10-1999 | October 1999 | 1/10/1999 | 31/10/1999 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Warn Only |
| 11-1999 | November 1999 | 1/11/1999 | 30/11/1999 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ignore |
| 12-1999 | December 1999 | 1/12/1999 | 31/12/1999 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lock |
| 01-2000 | January 2000 | 1/01/2000 | 31/01/2000 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 02-2000 | February 2000 | 1/02/2000 | 28/02/2000 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Warn Only |
| 03-2000 | March 2000 | 29/02/2000 | 31/03/2000 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Ignore |
| 04-2000 | April 2000 | 1/04/2000 | 30/04/2000 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 05-2000 | May 2000 | 1/05/2000 | 31/05/2000 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 12-2000 | December 2000 | 1/12/2000 | 31/12/2000 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 12-2001 | December 2001 | 1/12/2001 | 31/12/2001 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 08-2002 | August 2002 | 1/08/2002 | 30/08/2002 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 12-2002 | December 2002 | 1/12/2002 | 31/12/2002 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 02-2008 | February 2008 | 1/02/2008 | 29/02/2008 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 03-2008 | March 2008 | 29/02/2008 | 31/03/2008 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 04-2008 | April 2008 | 1/04/2008 | 30/04/2008 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |
| 05-2008 | May 2008 | 1/05/2008 | 31/05/2008 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Lock |

GL Batch Release & Post If batches are released in an un locked sub-module (AP) and the period to post is locked in GL the GL batch will still release and post. The GL Post function is not tested or locked. The locking prevents batches from being released in its source/home module only.

PERIOD CLOSING PROCESS

'Lock Period' checkboxes have been added to the Closing screen to roll the locking forward on period close.

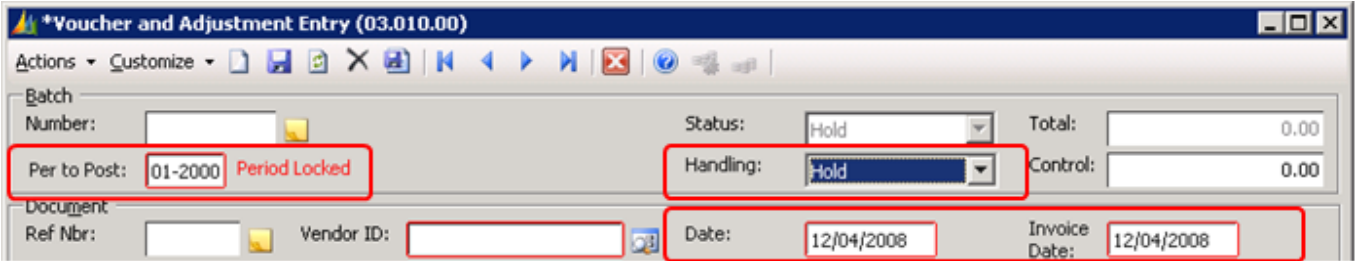


When a user selects a Period to Close, the 'Lock Period' Checkbox is made available. The checkbox defaults to 'Ticked', but can be edited if required.

If the checkbox is ticked then the Period being Closed will be locked and the new Current Period will be Unlocked.

Users with appropriate access can manually change the locking status in the 'Period Locking Maintenance' screen to unlock or re-lock and period for any module.

LOCKING FUNCTIONALITY



Period to Post

The 'Period to Post' field is tested for entry of locked periods. If the entered period is locked a warning is displayed next to the field. In Period Maintenance (RB.PER.00) it is possible to enforce warnings or locking on the 'Period to Post' field. If set to Lock it will not be possible to enter a locked period. If set to Warn an extra dialog box is displayed be it is still possible to enter the locked period. If set to Ignore no warning or lock is applied.

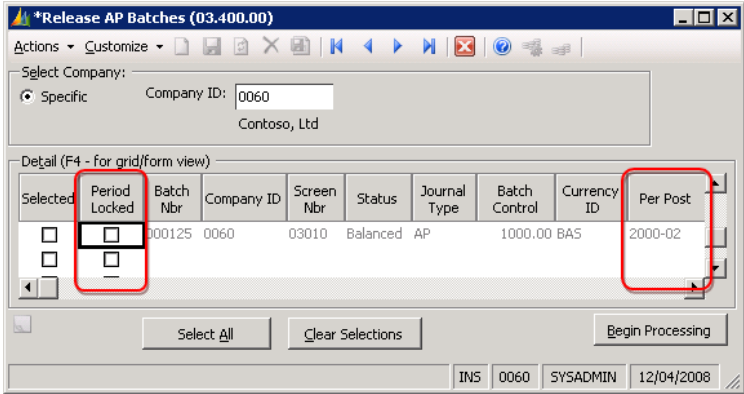
Handling / Release

The 'Finish / Release' process for all processing routines is customised to test if the batch is being released to a locked period. It will not be possible to release a batch for a Locked Period unless their User Access Rights allow them to ignore period locking rules.

Dates

Date Locking can be activated in setup. This will enforce the Entered and/or Document dates to be a date within the selected Period to Post. This prevents problems with reconciling Period to Post with Fiscal Date on transactions in Cash Manager and GST.

BATCH RELEASE SCREENS



Two fields have been added to Batch Release screens; Period to Post for the Batch and the 'Period Locked' status.

If the 'Period to Post' for batch is locked the 'Period Locked' field will have be ticked and it will not be possible to select the batch for release.

If the user presses 'Select All' it will select all batches for periods that are not locked only.

The 'Begin Processing' function will only process selected batches for periods that are not locked.