Multi-Currency User Guide Version 5.20

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Multicurrency ♦ User Guide

Version 5.20

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OVERVIEW OF THE MULTICURRENCY MENUS

The Multicurrency module acts as a currency "translation" facility. It take the financial data from one or more accounting modules, combines this data with information about currencies and exchange rates, and restates the data in the proper currency for the required document or report. Because this "translation" is the main task of Multicurrency, most of the module's menus contain only report generation options. All other Multicurrency specific operations such as updating of currencies, currency exchange rates, and currency defaults are performed from the Set Up Multicurrency menu.

Foreign Currency Reports Menus

All the reports generated from the Multicurrency module are just like the corresponding report in the other Fitrix modules except that they print amounts in the customer's or vendor's currency rather than your home currency.

AR Currency Reports:



AP Currency Reports:

2	A/P Currency Reports
ß	a Print Aging Summary By Code
P	b Print Aging Summary By Name
P	c Print Aging Detail By Code
P	d Print Aging Detail by Name
P	e Print Cash Req. Summary By Code
B	f Print Cash Req. Summary By Name
P	g Print Cash Req. Detail By Code
P	h Print Cash Req. Detail by Name
0	Exit

OE Currency Reports:

3	O/E Currency Reports
P	a Print Open Order Summary
P	b Print Open Order Detail
P	c Print Salesperson Summary
8	d Print Salesperson Detail
8	e Print Open Order Item Summary
8	f Print Open Order Item Detail
P	g Print Customer Order Summary
P	h Print Customer Order Detail
0	Exit

PO Currency Reports:

4	P/O Currency Reports
P	a Order Summary by PO Num
8	b. Order Summary by Buyer
P	c Order Summary by Vendor
B	d Order Detail by PO Num
B	e Order Detail by Buyer
P	f Order Detail by Vendor
P	g Price Change Report
	Exit

Setup Multicurrency menu:



This menu is used for both setting up Multicurrency and for maintaining currency codes and exchange rates. Each update option has a Print option counterpart. The menu options are as follows:

Update Multicurrency Defaults – this program is used to define the home currency for your company, specify which Fitrix modules will use Multicurrency, and to assign an exchange rate type for each module that will use Multicurrency.

Update Currencies – this program is used to set up your foreign currency codes and define the GL account numbers that will be the Difference on Exchange account for each currency.

Update Daily Exchange Rates - this program is used to enter an exchange rate for each currency code and specify the date for which this exchange rate applies.

Update Period Exchange Rates – this program is used to enter an exchange rate for each currency code and specify the period and year to which this exchange rate applies.

MULTICURRENCY SET UP

5	Setup Multicurrency
	a Update Multicurrency Defaults
B	b Print Multicurrency Defaults
	c Update Currencies
B	d Print Currencies
	e Update Daily Exchange Rates
B	f Print Daily Exchange Rates
	g Update Period Exchange Rates
P	h Print Period Exchange Rates
0	Exit

Update Currencies (menu option MC-5-c)

The first step in setting up Multicurrency is to set up your currency codes including a currency code for your home currency.

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Description: H	IOME CURRENCY		
Difference on Exchange Account:	59000000 🔍	OTHER COSTS	1
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			OVR

Currency Code – enter a currency code of up to three characters.

Description - enter a description for the currency code.

Difference in Exchange Account – enter the GL account for posting the differences that arise from changes in the exchange rate. You can use the same account number for each currency code or a different one for each code. Running the Post Cash Receipts options posts the difference between the amount you expected to get in home currency and what you actually received in home currency. Running the Post AP Check program posts the difference between what you expected to pay in home currency and what you actually paid in home currency.

Update Multicurrency Defaults (menu option MC- 5 –a)



The next step is to activate Multicurrency using this program.

Home Currency- enter the currency code for your home currency.

Use Multicurrency in AR and OE – Enter Y to activate Multicurrency in Accounts Receivable and Order Entry. Leave set to N if you will not be using multicurrency in these modules.

Rate Type for AR – enter the rate type you want to use for the AR module. The rate types are DAILY (rate is good for one day) and STAND (rate is good for an entire accounting period)..

Rate Type for OE Pricing – enter the rate type you want to use for the OE module. The rate types are DAILY (rate is good for one day) and STAND (rate is good for an entire accounting period).

Note: If you choose to use Multicurrency for OE you MUST also use it for AR.

Use Multicurrency in AP and PO – Enter Y to activate Multicurrency in Accounts Payable and Purchasing. Leave set to N if you will not be using multicurrency in these modules.

Rate Type for AP – enter the rate type you want to use for the AP module. The rate types are DAILY (rate is good for one day) and STAND (rate is good for an entire accounting period).

Rate Type for PO Pricing – enter the rate type you want to use for the PO module. The rate types are DAILY (rate is good for one day) and STAND (rate is good for an entire accounting period).

Note: If you choose to use Multicurrency for Purchasing you MUST also use it for AP.

When you press ESC to exit and save the Multicurrency Default table, if you have changed the Use Multicurrency in AR/OE (AP/PU) from N to Y, you will see the following prompt:

You have activated Multicurrency for AR/OE (AP/PU). Enter 'Y' to set all currency codes in the customer (or vendor) and activity tables to the home currency value shown above. Press 'N' to cancel.

If you answer 'Y' to this prompt, the home currency is inserted into every record for:

AR/OE

AP/PU

- existing customers
- outstanding AR invoices
- AR Cash Receipts
- AR Activity Records
- all existing orders

existing vendors outstanding AP invoices AP Cash Disbursements AP Activity Records all existing purchase orders You must then go into specific customers and vendors and enter their multicurrency code.

Update Daily Exchange Rates (menu option MC-5-e)

The records entered with this program must be unique combinations of currency code and date. You cannot add two records with the same currency code and date. Daily exchange rates are only valid for a single date.

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Currency:	EUR 🔍 EURO	
Rate Type:	DAILY S DAILY RATE	
Date of This Rate:	05/23/2008	
Exchange Rate:	0.6335530	
	(New Document)	
		OVR

Currency code – enter a currency code that has previously set up using the Update Currencies program. Zoom is available.

Rate Type – Defaults to Daily

Date of This Rate – the date this exchange rate is good for.

Exchange Rate – enter to exchange rate for this currency code is it relates to one of your home currency. In the example above the home currency defined in the Update Multicurrency program is U.S. dollars so \$1.00 equals .6335530 Euros.

Update Period Exchange Rates (menu option MC-5-g)

The records entered with this program must be unique combinations of currency code and period. You cannot add two records with the same currency code and period.

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Currency:	CAN 🔍	CANADIAN	8		
Rate Type:	STAND	5	STANDARD	RATE	
Period:	05 🔍	2008			
Rate:			0.9883000		
		1	of 1		
					OVR

Currency code – enter a currency code that has previously set up using the Update Currencies program. Zoom is available.

Rate Type – Defaults to STAND

Period – the period and year this exchange rate is good for.

Exchange Rate – enter to exchange rate for this currency code is it relates to one of your home currency. In the example above the home currency defined in the Update Multicurrency program is U.S. dollars so \$1.00 equals .9883 Canadian dollars.

MUTICURRENCY IN ACCOUNTS PAYABLE

Update Vendor Information (menu option AP-3-a)

Once you have set up your currency codes and activated the Multicurrency module you must now go into each vendor record and change the multicurrency code from your home currency code to their foreign currency code. Please note that you cannot change the currency code of a vendor that has existing activity on the system. This is to ensure that the balance and activity for the vendor remain in a single currency.

Update Vendor Information		
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Rev Co Do Co	9	
Vendor: 4000	Name: ABC SUPPLY	
Contact: JOHN SMITH	Phone: 770-432-4567	
Cell: 770-345-6543	Fax: 770-431-3232	Currency: CAN 💽
Address: 100 SPRING RD		4
C/S/Z/C: VAN COUVER	×6C3N2	CA 💽 CANADA
Email:		Backord:
Web:		Tax Code:
Frght Tax:	Misc Tax Code:	Last Pay: 01/01/1980
Hold: N Ship:		
Take Disc: N Bill:		
Discount:		Balance: 0.00
Buyer: CATHY CATHY SELIN		On Account: 0.00
A/P Terms: C NET PAYMENT 15 E	IAYS	
Acct.Grp:		ETA Days: 45
Pay Mthd: AP	-E	
FedTaxID:		1099 Required: N
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	(New Docume	ent)
🐼 OK 🔣 Cancel		
Enter the name of this vendor.		OVR .:

Update Payable Documents (menu option AP-1-a):

The currency code is automatically retrieved from the Vendor Information table and appears on this screen. You cannot change the currency code.

If the exchange rate for the invoice date used for the invoice is not found, an error message will display and the adding of the invoice is terminated.

P Update Payable Doc	uments						×	
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Print Payable Listing and Posting Report (menu options AP-1-b and c):

The currency code and exchange rate are printed for each document. The foreign currency amount is printed as well as the home currency amount that will be posted to the General Ledger. In the example below, \$5,000 Canadian dollars equals 5,059.19 US dollars at an exchange rate of .9883.

Post Payal	ble Documents					
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	Batch: 149 Owner: bett	yb Posting Seq	aence: 41			
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Descrip	tion:	Nu	mber: 43242			
Inv. Curr	Date: 05/23/2008 ency: CAN CANADIAN		Rate:	0.9883000		
Account		CAN	Amount			
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				4		
						~

Create Recurring Documents (menu option AP-1-h):

Create Recurring documents will use the current exchange rate and the same currency code as the original documents. If a current exchange rate is not found, an error message is printed and the recurring document is not created.

Print Payment Due Report and Create Automatic Checks (menu options AP-2-a and c):

If using multicurrency in AP, the currency code appears on the Select vendors screen. The reports are sorted by currency code and there are subtotals for each currency.

While the Create Automatic Checks program can be used to create checks on foreign currency, in most if not all cases you will create checks for your home currency vendors only. This is accomplished by specifying your home currency in the Select vendors screen below.

Select mcselvnd	
File	
# 🕗	
Select Vendors	
Vendor Code:	
Vendor Name:	
Currency Code:	
🕑 OK 🏹 Cancel	
Enter code part with wildcards (?=any character,*=any character set)	OVR

Update AP Checks (menu option AP-2-e):

The currency code is retrieved from the vendor table and cannot be changed.

🕐 Up	date A/P Checks							
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Please	wait							OVR
Enter 1	the check date.							OVIC

Print Check Listing (menu option AP-2-f)

The currency code and exchange rate are printed for each check. The foreign currency amount is printed as well as the home currency amount that will be posted to the General Ledger. If an exchange rate for the check date is not found, an error message will print on the report:

Print Check Listin	g			
File Navigate Help				
00000				<u>^</u>
Date: 05/27/2008 Time: 12:37:48	Check Listing PARTS DISTRIBUTION		Page: 1	
-11103 (C)	Batch: Master		1 State 1	
Check Number: Vendor: 4000 Check Amount: 5000	Date: 05/27/2008 - ABC SUPPLY .00	Document Nu	mber:	
Currency: CAN	CANADIAN	Rate:	0.000000	
Account Descript -	ion		Amount	
				~

Before you can print checks you must enter an exchange rate a date that corresponds to the check date.

Post Checks (menu option AP-2-h):

This program will calculate the difference between the home currency amount originally posted for the invoice (the amount that posted to the General Ledger) and the home currency equivalent of the foreign currency at the current exchange rate in place when checks are posted. This difference will post to the difference on exchange GL account number associated with the foreign currency code in the Update Currency Codes program.

If a current exchange rate is not found an error message will print and the cash disbursement will not post.

Post Checks	
ile Navigate Help	
<mark>0</mark> 0 0 0 0	
Date: 05/30/2008 Check Posting Register Time: 13:30:45 PARTS DISTRIBUTION Page: 1 Eatch: Master Posting Sequence: 51	
Check Number: 3000 Date: 05/27/2008 Document Number: Vendor: 4000 - AEC SUPPLY Check Amount: 5000.00	
Description: AUTOMATIC CHECK Currency: CAN CANADIAN Rate: 0.0000000	
***** Currency exchange rate not found for CAN for 05/27/2008	
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You must an exchange rate that has a date that matches the check date and then the check will post.

ate: 05/30/2008 Check Posting Register ime: 13:38:30 PARTS DISTRIBUTION Page: 1 Batch: Master Posting Sequence: 52 Check Number: 3000 Date: 05/27/2008 Document Number: 85 Vendor: 4000 - ABC SUPPLY Check Amount: 5000.00 Description AUTOMATIC CHECK Currency: CAN CANADIAN Rate: 0.9725000 Account Description Amount Namount Amount Sound INVOICE: 43242 5,000.00 5,141.39 DB 0000000-000 INVOICE: 43242 5,000.00 5,141.39 CR 9000000-000 CASH ACCOUNT 5,000.00 5,141.39 CR 9000000-000 ACCOUNTS PAYABLE .00 82.20 DB	ate:: 05/30/2008 Check Posting Register im:: 13:38:30 PARTS DISTRIBUTION Patch: Master Posting Sequence: 52 check Number: 3000 Date:: 05/20/2008 Check Number: 3000 Date:: 05/27/2008 Document Number:: 85 Vendor: 4000 - ABC SUPPLY Check Amount: 5000.00 Description: AUTOMATIC CHECK Currency: CAN CANADIAN Rate: 0.9725000 Account Description Amount 0000000-000 CASH ACCOUNT 5,000.00 0000000-000 CASH ACCOUNT 5,000.00 9000000-000 CASH ACCOUNT 5,000.00 9000000-000 CHER COSTS .00 0000000-000 CHER COSTS .00	a Navigate Help Image: 105/30/2008 Check Posting Register in: 13:38:30 PARTS DISTRIBUTION Patch: Haster Posting Sequence: 52 Image: 1 Batch: Haster Posting Sequence: 52 Image: 1 0000 Date: 05/27/2008 Document Number: 85 Vendor: 4000 - ABC SUPPLY Check Namber: 5000.00 Description: AUTORATIC CHECK 0.9725000 Currency: CAN CANADIAN Rate: 0.9725000 Account Description Autount D0000000-000 INVOICE: 43242 5,000.00 5,141.39 DB D0000000-000 OTHER COSTS .00 82.20 DB D000000-000 ACCOUNTS PAYABLE .00 82.20 CR	a Navigate Help Avarigate Help Avarigate Help Avariant State Avariant	ate: 05/30/2008 ime: 13:38:30 Bate: 05/30/2008 Check Number: 30 Check Number: 30 Check Number: 30 Description: AUTO Currency: CAN Account Descript 00000000-000 CAH ACCO 00000000-000 AK ACCOUNTS 00000000-000 ACCOUNTS			
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The Gain/Loss on foreign exchange was calculated as follows:

	Canadian	Dollars	Exchange rate
AP Invoice	5,000.00	5059.19	.9883
Cash Disb	5,000.00	5141.39	.9765
Gain/Loss		(82.20)	

Because the value of the US dollar to the Canadian dollar decreased between the time the vendor invoiced you and you made payment (1 Canadian dollar was .9883 US dollars and then decreased to .9765 US dollars) there was a loss booked on the difference in exchange rate since more US dollars had to be paid by you.

MUTICURRENCY IN ACCOUNTS RECEIVABLES

Update Customer Information (menu option AR-2-a):

Once you have set up your currency codes and activated the Multicurrency module you must now go into each customer record and change the multicurrency code from your home currency code to their foreign currency code. Please note that you cannot change the currency code of a customer that has existing activity on the system. This is to ensure that the balance and activity for the customer remain in a single currency.

To change the currency code click on the Addl Info icon on the toolbar and this screen will display:

Extension addinfo	
File Edit Help	
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Acct/Tax Information	
Acct. Group:	
A/R Account: 110000000 💽 - 000 💽	
Currency Code: EUR	
Credit Manager: Koms Send Credit Letters:	Y
Default: NOTAX 💽 Freight: NOTAX 💽 Miscellane	eous: NOTAX 💽
OK Cancel	
	in the
Enter the ledger account group for this customer.	OVR

Update Receivable Documents (AR-1-a):

The currency code is automatically retrieved from the Customer Information table and appears on this screen. You cannot change the currency code.

If the exchange rate for the invoice date used for the invoice is not found, an error message will display and the adding of the invoice is terminated.

🕈 Update Receivable	Docum	ents			
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Addl Info Acctg Info Batch Option	ns Customer				
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Doc Date: 05/23/2008	lnv	Date 05/23/2008 🔢	Dept No 000	💽 Gross An	nt Entry
Cust.: ABC	S	ABC SUPPLY		Ship-To:	SHIPTO
Type.: I Invoice	: 433432	Recur:	Ref.	No.: Tax:	NOTAX 💽
Desc.:				Acct. Group:	9
Terms: A 💽 NET 30				P.O.;	Posted: N
Item No Qty	Unit	Description	Tax Cd	Price Amou	nt 🔬
ITEM 1.0	EA	DESCRIPTION	NOTAX	2000.00	2000.00
					~
	Currency:	EUR	Sub-Total:	2000.00	
Misc.: 0.00 💽	Freight	ک 0.00 💽			
Net: 2000.00	Tax:	0.00	Total:	2000.00 💽	
-Account Dept I	Description -			Amount - DB/CR	
		(New D	ocument)		Batch ID: 142
🕑 OK 🛛 🛃 Cancel	Detail				
Enter the GL Date.					OVR

Print Receivable Listing (menu option AR-1-b)

The currency code and exchange rate are printed for each document. The foreign currency amount is printed as well as the home currency amount that will be posted to the General Ledger. If an exchange rate for the invoice date is not found, an error message will print on the report.

In the example below, 2,000 Euros equals 3,145.64 US dollars at an exchange rate of .6358.

Print Receiv	able Listing							
Navigate Help	able Flatility							
9 6 6 6 9 9	- -							
te: 05/27/2008 me: 13:13:32	Receivable PARTS DISTR Batch: 142 Own	Listing IBUTION er: bettyb		Pa	age: 1			
Document Number Customer Number	r: UNASSIGNED Doc Dat r: ABC - ABC SUPPLY r: 423423	e: 05/23/2008	Type: INV(DICE				
Description	n: W: RUR RURO	Ra	ter	0 635	58000			
Account		EUR	Amount		6			
210000000 -000 400000000 -000 110000000 -000	ACCRUED SALES TAX PARTS SALES ACCOUNTS RECEIVABLE	.00 2,000.00 2,000.00	.00 3,145.64 3,145.64	CR CR DB				
T	otal Debits	Total Credits						
	3,145.64	3,145.64						
*** End of Report	t.							

Print Invoices (menu option AR-1-c)

The currency code and description will print in the heading of the invoice.

Post Receivable Documents (menu option AR-1-d):

This program posts the currency code, currency exchange rate, and home currency amounts to the AR activity and AR open item tales. The home currency amount posts to the General Ledger. Just like the Receivable Listing report, this report prints both the home currency amounts and foreign currency amounts.

Update AR Cash Receipts (menu option AR-1-f):

The currency code is automatically retrieved from the Customer Information table. The currency code for the customer cannot be changed.

🕈 Update A/R Cash Rece	ipts						
File Edit View Navigation Tools #	Actions Options	Help					
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🤏 🤤 😳 🥨 🥁 Find Prev Next Add Update Dele	ete Browse						
Date: 05/27/2008 (13)			Currency Code:	EUR			
Customer: ABC	ABC SUPF	'LY		\searrow			
Check Number: 312321	Description:	0.00	Dereile	r	0.00		
Automatic Pau	Un Account:	0.00	Deposits: Cash Account	10000000 .	0.00		
Non-Attached:			Posted:				
Cmd? Invoice Due Date	Dsc. Date	Dsc. Bal	Balance	Discount	Applied	1	~
423423 06/22/2008	05/23/2008	0.00	0.00	0.00)	2,000.00	
							4
Available: 0.00 Total D	iscount Allowed:	0.00					
	Total Applied:	2,000.00					
Total Charge F	Backs/Write-offs:	0.00					
1		1011					
		1011					
View Detail							
							OVR

Print Cash Receipts Listing (menu option AR-1-g):

The currency code and exchange rate are printed for each cash receipt. The foreign currency amount is printed as well as the home currency amount that will be posted to the General Ledger.

If a current currency exchange rate is not found an error will print on this report as shown here and the cash receipt will not post:

<pre> Comparison Cash Receipts Listing me: 13:32:57 PARTS DISTRIBUTION Page: 1 Customer: MSC - ABC SUPPLY Description: Check Amount: 2000.00 Currency: EUR EURO Rate: 0.0000000 Account EUR Amount 10000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 000000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 000000000 -000 CASH ACCOUNT 2,000.0 .00 DB *** Exchange rate not found for EUR for 05/27/2008</pre>	Navigate Help			
te: 05/27/2008 Cash Receipts Listing me: 13:32:57 PARTS DISTRIBUTION Page: 1 	00000			
te: 05/27/2008 Cash Receipts Listing PARTS DISTRIBUTION Page: 1 Torument Number: UNASSIGNED Date: 05/27/2008 Check Number: 312321 Customer: ABC - ABE SUPPLY Description: Check Amount: 2000.00 Currency: EUR RURO Rate: 0.0000000 Account EUR Rate: 0.0000000 Account EUR Amount 10000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 00000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 DB *** Exchange rate not found for EUR for 05/27/2008				
Document Number: UNASSIGNED Date: 05/27/2008 Check Number: 312321 Customer: ABC SUPPLY Description: Check Amount: 2000.00 Currency: EUR BURO Rate: 0.0000000 Account EUR Amount 10000000 -000 INVOICE: 423423 00000000 -000 CASH ACCOUNT 2,000.0 .00 CR *** Exchange rate not found for EUR for 05/27/2008 Total Credits 00 00 00 00	nte: 05/27/2008 Cash Receipts L me: 13:32:57 PARTS DISTRIF	isting UTION	Page: 1	
Document Number: UNASSIGNED Date: 05/27/2008 Check Number: 312321 Customer: ABC - ABC SUPPLY Description: Check Amount: 2000.00 Currency: EUR EURO Rate: 0.0000000 Account EUR Amount 10000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 00000000 -000 CASH ACCOUNT 2,000.0 .00 DB *** Exchange rate not found for EUR for 05/27/2008 Total Debits Total Credits 00 00				
Description: Check Amount: 2000.00 Currency: EUR EUR0 Rate: 0.0000000 Account EUR Amount 10000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 00000000 -000 CASH ACCOUNT 2,000.0 .00 CR *** Exchange rate not found for EUR for 05/27/2008 Total Credits 00 00 00	Document Number: UNASSIGNED Date: 05/ Customer: ABC - ABC SUPPLY	27/2008 Check Number:	312321	
Currency: EUR Rate: 0.0000000 Account EUR Amount 10000000 -000 INWOICE: 423423 DOC: 753 2,000.0 .00 CR 00000000 -000 CASH ACCOUNT 2,000.0 .00 CR **** Exchange rate: found for EUR for 05/27/2008 .00 DB *** Total Debits Total Credits .00	Description:	Check Amount:	2000.00	
Account EUR Amount 10000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 00000000 -000 CASH ACCOUNT 2,000.0 .00 DB **** Exchange rate not found for EUR for 05/27/2008	Currency: EUR EURO	Rate:	0.000000	
10000000 -000 INVOICE: 423423 DOC: 753 2,000.0 .00 CR 00000000 -000 CASH ACCOUNT 2,000.0 .00 DB **** Exchange rate not found for EUR for 05/27/2008	Account	RUR	Amount	
00000000 -000 CASH ACCOUNT 2,000.0 .00 DB **** Exchange rate not found for EUR for 05/27/2008 	.10000000 -000 INVOICE: 423423 DOC: 7	53 2,000.0	.00 CR	
*** Exchange rate not found for EUR for 05/27/2008	100000000 -000 CASH ACCOUNT	2,000.0	.00 DB	
Total Debits Total Credits	**** Exchange rate not found for EUR for O	5/27/2008		
N 00 00	> Total Debits	Total Credits		
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	**** ERRORS HAVE BEEN DETECTED ON THIS REP	ORT		
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*** ERRORS HAVE BEEN DETECTED ON THIS REPORT				
*** ERRORS HAVE BEEN DETECTED ON THIS REPORT				
*** ERRORS HAVE BEEN DETECTED ON THIS REPORT				

You must enter a current exchange rate with a date that matches the cash receipt date and run the posting again. After entering a currency exchange rate for EUROS here is the posting report.

Print Cash Receipts Listing			
Navigate Help			
9 6 9 9 5 4			
te: 05/30/2008 Cash Receipts Listing me: 12:42:47 PARTS DISTRIBUTION		Page: 1	
Document Number: UNASSIGNED Date: 05/27/2008 Customer: ABC - ABC SUPPLY	Check Number:	312321	
Description: Currency: EUR EURO	Check Amount: Rate:	2000.00 0.6125000	
Account 10000000 -000 INVOICE: 423423 DOC: 753	EUR 2,000.0	Amount 3,265.31 CR	
12000000 -000 GAIN/LOSS ON FOREIGN EXCHANCE 10000000 -000 ACCOUNTS RECEIVABLE	-0 -0	119.67 CR 119.67 DB	
Total Debits Total 3,384.98	Credits 3,384.98		
** End of Benort.			
		(YL)	

The Gain/Loss on foreign exchange was calculated as follows:

	Euros	Dollars	Exchange rate
AR Invoice	2,000.00	3,145.64	.6358
Cash Rcpt	2,000.00	3,265.31	.6125
Gain/Loss		119.67	

Because the value of the Euro to the US dollar decreased between the time the customer was invoiced and then made payment (1 Euro was .6348 US dollars and then decreased to .6125 US dollars) there was a gain made on the difference in exchange rate since more US dollars had to be paid to you.

Create Finance Charge Invoices (menu option AR-1-l):

This program creates finance charges using the currency code found in the Customer Information table. If a current exchange rate is not found, an error message will print on the report and the finance charge invoice will not be created.

Create Recurring Documents (menu option AR-1-m):

Create Recurring documents will use the current exchange rate and the same currency code as the original documents. If a current exchange rate is not found, an error message is printed and the recurring document is not created.

MUTICURRENCY IN ORDER ENTRY

Update Customer Orders (menu option OE-1-a):

The currency code that displays on this screen is no entry and is retrieved from the Customer Information table. Prices that you enter on the customer order should be prices in the foreign currency amounts (ie- if the currency code is for EUROS then the price you enter for each item should be the price in Euros).

Update Customer Orders		×
File Edit View Navigation Tools Actions Optic	ons Help	
🔍 🌀 🌍 🗊 🙆 🥝 🞉 Find Prev Next Add Update Delete Browse I	S Options	
Out Finit OK Cancel Cut Copy Paste Zoom	Image: Notes Image: Notes<	»
Type: REG S Customer: ABC	ABC SUPPLY	
Curr: EUR ShipTo: SHIPTO	Ship Via: BEST WAY 🔍 Disc.Code:	
Stat: ACT 99.0. No.: 243244	OrderNo.: 1826 Document No.: 1826	
Stag: ORD OrdrDate: 06/05/2008	ShipDate: 06/07/2008 [13] OrderTotal 15000.00	
Ship Complete: N Mi	ultiple Orders: N Contract: 1826))
Ln Type Stg Item Code	UM Quantity Price Net Amount	6
1 STK URD 12104	EA 1000.000 15.000 15000.00	
		1
	Whse: Committed:	
	Salesperson: Backorder Qty:	
	R Tax: R Backorder Ret:	-
	(New Document)	
Ship Dti Nonstock Details Lines Alias Summary	Derauits Liedit Lheck, Hecaic Lustomer Ship-Lo Price Sales Invoice ItemMaster LotScreen	
↓ View Detail		
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	OVF	

If you use an order date for a foreign currency customer for which there is no exchange rate for that date an error will display and you will not be able to enter the order.

2	Error:
	Daily Rate not found. Want more information ?
	Yes 🚺

Enter the exchange rate for the order's date and then you may continue.

The exchange rate in effect when the order is entered is stored with the order. When the order is posted and the AR open item created the exchange rate stored with the order is also stored with the AR open item. When the payment is received from the customer the system will compare the original exchange rate with the exchange rate in effect when the payment is received, calculate the difference in exchange rates, and post this dollar amount to the Difference on Exchange GL account number assigned to the customer's currency code using the Update Currencies program.

Print Order Acknowledgements (menu option OE-1-b):

The currency code and currency description print on the order acknowledgement.

Print Invoices and Memos (menu option OE-1-f):

The currency code and currency description print on the invoice/memo.

Print Edit List / Post Order Entry Documents (menu options OE-1-j and k):

The amounts that print on this report are translated to the home currency. Amounts posted to General Ledger are translated to the home currency. Amounts posted to Accounts Receivable are maintained in the customer's currency. In the example below the price to the customer was 15.00 euros and the exchange rate when the order was processed was .60 euros to \$1.00. This translates into a sales price of \$25.00 USD (15.00 EUR / .60 = \$25.00 USD).

Print Order Entry Edit List
File Navigate Help

			~
			•
Date: 06/05/20 Fime: 15:13:48	08 Order Entry Edit List PARTS DISTRIBUTION	Page: 1	
Order Number:	1826		
Order Date: Invoice Date: Bill To: Sold To:	06/05/2008 Orig Doc: Doc: 1826 06/05/2008 Type: RBC Invoice Doc: 780 ABC - ABC SUPPLY ABC - ABC SUPPLY	Invoice: 780	
Sold To: Entry: bettyb	SHIPTO - ABC SUPPLY 06/05/2008 15:08:28 Modified: bettyb	Pay Method: AR 06/05/2008 15:08:28	
Iten	Whse Quantity Unit Price	Extension	
12104	SEATTLE 1,000.000 EA 25.000 401000000 000 STEREO SALES Invoice Totals	25,000.00 25,000.00 CR	
	110000000 000 ACCOUNTS RECEIVABLE	25,000.00 DB	
No errors were	detected.		
			~

MUTICURRENCY IN PURCHASING

Update Item Catalog (menu option PU-4-g-b):

The currency code is retrieved from the vendor record. The cost amount entered here can be in either the home or foreign currency.

🛿 Update Item Cat	alog					
File Edit View Navigation Tools Actions Help						
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Item Code: 12104		SCM A SERIES MULSTRI	KE			
Type: S Class: PA	RTS					
Vendor	Pr	Business Name	Curr	Item Cost	Vendor Item Code	
123457	N	CHAMPION INC	USD	6.000		
123460	N	WALKER EXHAUST INC	USD	7.000		
CANON N		CANON U.S.A., INC.	USD	5.750		
SCM Y		SMITH-CORONA CORP.	USD	5.250		
4000	N	ABC SUPPLY	CAN	5.010		
			- L2			
	<u> </u>		.0			Y
	-	1	of 1			
View Detail			011			OVR

To toggle back and forth between the home currency and the foreign currency select Navigation events from the Tools option on the toolbar or press Ctrl G and select Translate Currency Event from the navigation screen that displays.

Navigate: Choose an Action Item.	🔳 🗖 🔀
File Edit Help	
🙂 🖷 🖉 🔣 🔍 🔞	
1	~
Add a navigation action	
Translate Currency	
Navigate (go)	
On-Screen Help	
Program Information Menu	
Edit Hot-Keys	
To Do List	
Freeform Notes	
User Defined Fields	
Operating System Exit	
Zoom	
Edit Error Text	
Edit Current 4GL Function	
Tab	
Back Tab	
Cancel (usually [ESC])	
Accept (usually [ESC])	~
OK KCancel	
	OVR

Update Vendor Catalog (menu option PU-4-g-c):

The currency code is retrieved from the vendor record. The cost amount entered here can be in either the home or foreign currency.

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File Edit View Navigation Tools Actions Help						
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Vendor Code: 4000	ABC SUPPLY		Curr: CAN			
Contact: JOHN SMITH		Phone: 315-222-431	3	7		
Item Code/Vend Item Descri		ption Item		Cost	Vendor Item Code	~
12104	SCM A	SERIES MULSTRIKE		5.01	1	
						in a start of the
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						OVR

To toggle back and forth between the home currency and the foreign currency select Navigation events from the Tools option on the toolbar or press Ctrl G and select Translate Currency Event from the navigation screen that displays.

Requisitions Menu (menu option PU-1):

Assign vendors (menu option PU-1-c):

The foreign and home currency costs display on the vendor zoom screen.

5	Zoom vctlgz				
F	ile Edit Help				
	o 🖪 🍳 🕑 🔇 🖉	0			
	Vendor	Business Name	Currency Item	Cost Curr Cost	Prime?
	123473	FLOWMASTER MUFFLER INC.	USD	42.18	42.18 N
	4000	ABC SUPPLY	CAN	40.00	40.96 Y
			R		
	🕑 OK 🛛 🔀 Cance	al 🎆 New Search			
					OVR

Create PO from Requisition (menu option PU-1-d):

The currency code and description print on the purchase order. The amounts on the purchase order are in the foreign currency.

Update Purchase Orders (menu option PU-2-a):

Prices that you enter on the vendor purchase order should be prices in the foreign currency amounts (ie- if the currency code is for Canadian dollars then the price you enter for each item should be the price in Canadian dollars).

Update Purchase Orders					
File Edit View Navigation Tools Actions Options Help					
Q Q	0				
Quit Print OK Cancel Cut Copy Paste Zoom Notes U Fields To Do View Detail Next Page Previous Page Insert Row Delete Row Type: REG Vendor: 4000 PayTa: PAYTO Status: ACT PayTa: PAYTO Status: ACT Point 05/27/2008 Buyer Ship Via: Order Total: 4000.00 Warehouse: SEATTLE Confim Date: 0/132.01:01 Cust Doc No: 0/16 Currency: CAN Confim Date: 0/132.01 Currency:	Technical status Help				
Contract Container:					
N Ln Typ Stg Item Eode PU Quantity Cost Net Amount	<u>~</u>				
1 STK POG FM4810 EA 100.000 40.000 4000.00	2				
Description: FLOWMASTER 4810 MUFFLER					
G/L Account 12000000 000					
1 of 1					
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If you use a purchase order date for a foreign currency vendor for which there is no exchange rate for that date an error will display and you will not be able to enter the purchase order. Enter the exchange rate for the purchase order's date and then you may continue.

The exchange rate in effect when the purchase order is entered is stored with the purchase order. When the purchase order is posted through to AP the AP open item created the exchange rate stored with the purchase order is also stored with the AP open item. When payment is made to the vendor the system will compare the original exchange rate with the exchange rate in effect when the payment is made, calculate the difference in exchange rates, and post this dollar amount to the Difference on Exchange GL account number assigned to the vendor's currency code using the Update Currencies program.

Print Purchase Orders (menu option PU-2-b):

The currency code and description print at the bottom of the purchase order.

Print Receipts Edit and Post (menu options PU-2-e and f):

All amounts posted to Inventory and General Ledger are translated to the home currency.

Update AP Invoices (menu option PU-2-g):

The currency of the invoice is determined by the currency of the vendor. Amounts entered for a foreign currency vendor are in the foreign currency. The exchange rate used for an invoice is the same as that of the purchase order.

Print Invoice Edit and Post Invoices (menu options h and i):

The amounts posted to the General Ledger are translated into the home currency. The amounts posted to AP are in the foreign currency as balances due from vendors are maintained in their foreign currency.