WINPACCS® CLOUD

Die integrierte Softwarelösung für internationale Hilfsorganisationen

Live demonstration of Project accounting

André Scharmann, mbi GmbH

Workshop

06

SYMPOSIUM 2019

Block II (13:30-14:15)

Live demonstration of Project accounting

This workshop offers an overview of WINPACCS Accounting 4.2. In a live demonstration you'll gain a 360° view of this latest version of WINPACCS Project accounting. Take this opportunity to ask your specific questions and discuss your requirements with our experts.

André Scharmann

Head of Consulting and Training

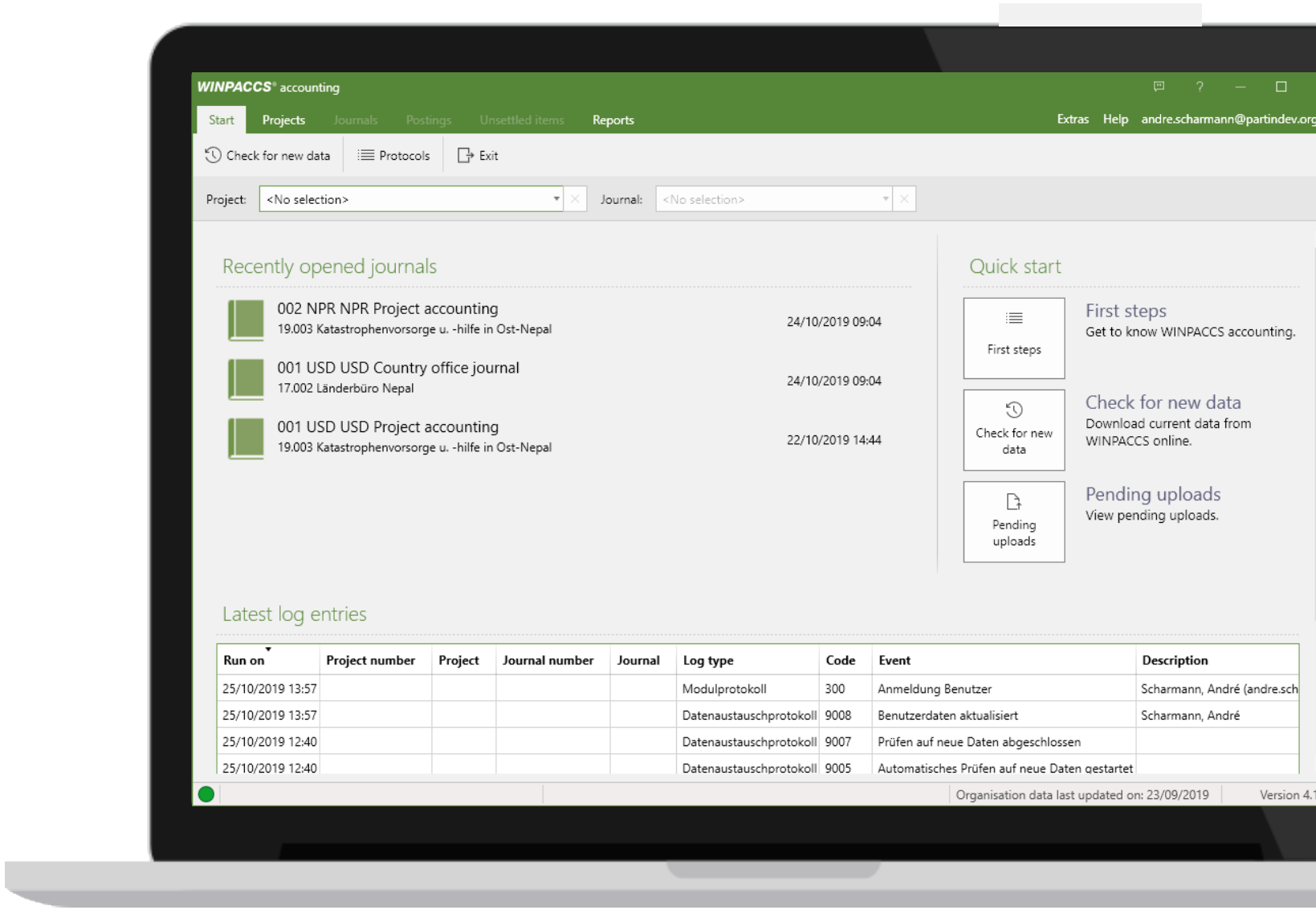
mbi software & consulting

Agenda

1. Setting up Project accounting
2. Posting
3. Overviews
4. Reports
5. Closings
6. Questions

Project accounting

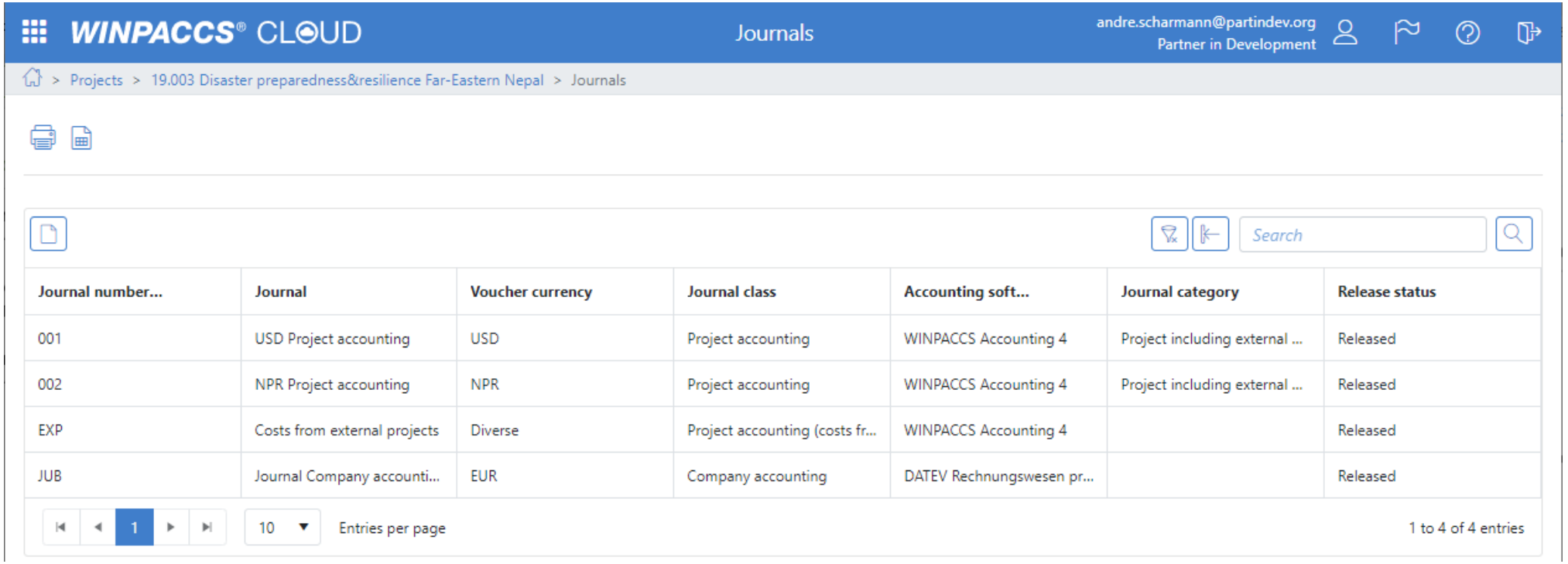
Live demo



Setting up Project accounting

Setting up journals in WINPACCS Cloud

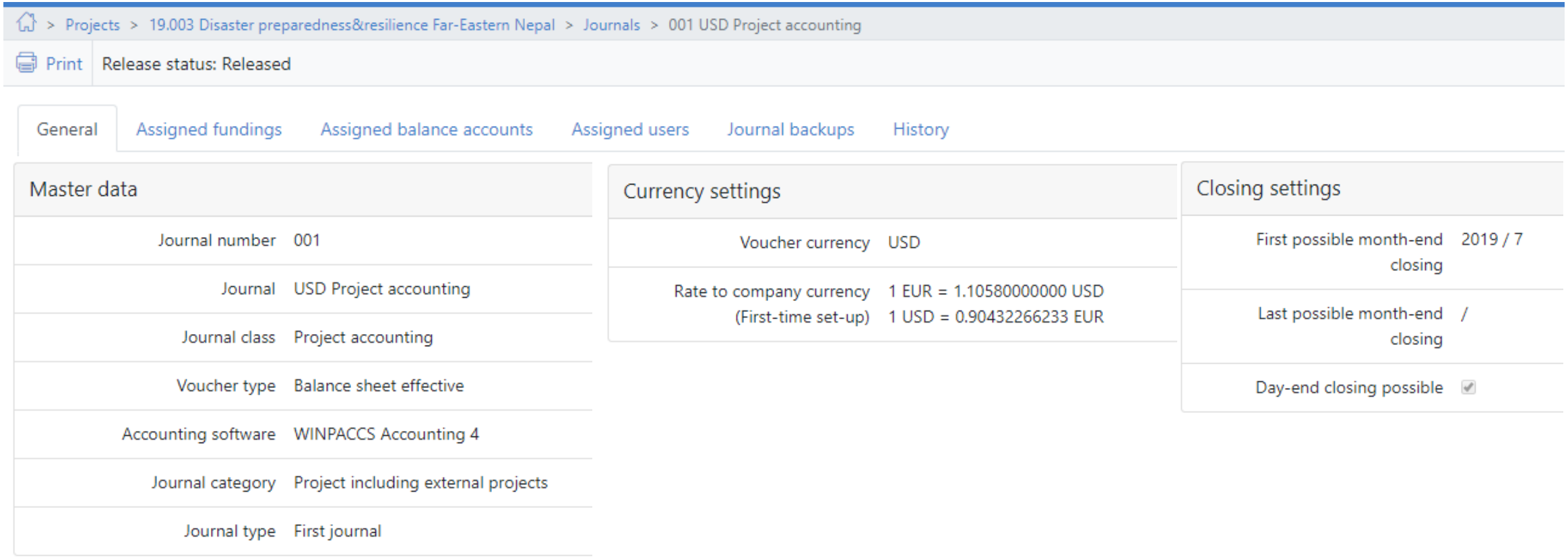
In WINPACCS journals serve to differentiate between the various required currencies, entry systems and, in some cases, fundings in your projects.



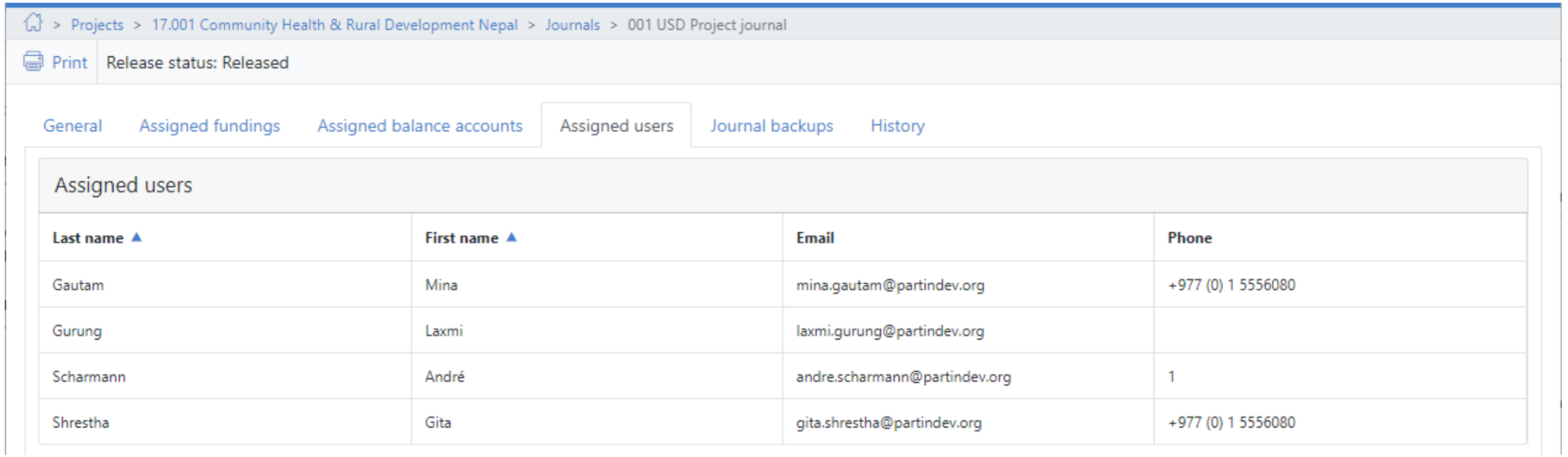
Journal number...	Journal	Voucher currency	Journal class	Accounting soft...	Journal category	Release status
001	USD Project accounting	USD	Project accounting	WINPACCS Accounting 4	Project including external ...	Released
002	NPR Project accounting	NPR	Project accounting	WINPACCS Accounting 4	Project including external ...	Released
EXP	Costs from external projects	Diverse	Project accounting (costs fr...	WINPACCS Accounting 4		Released
JUB	Journal Company accounti...	EUR	Company accounting	DATEV Rechnungswesen pr...		Released

1 | 10 Entries per page 1 to 4 of 4 entries

Journal master data



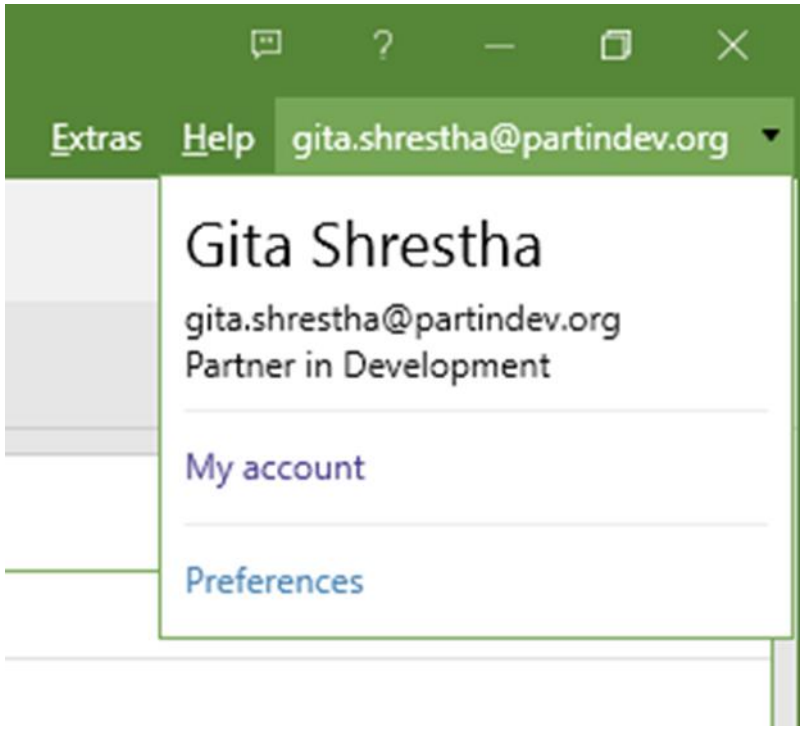
Journal – assigned users



Setting up Project accounting in WINPACCS Accounting

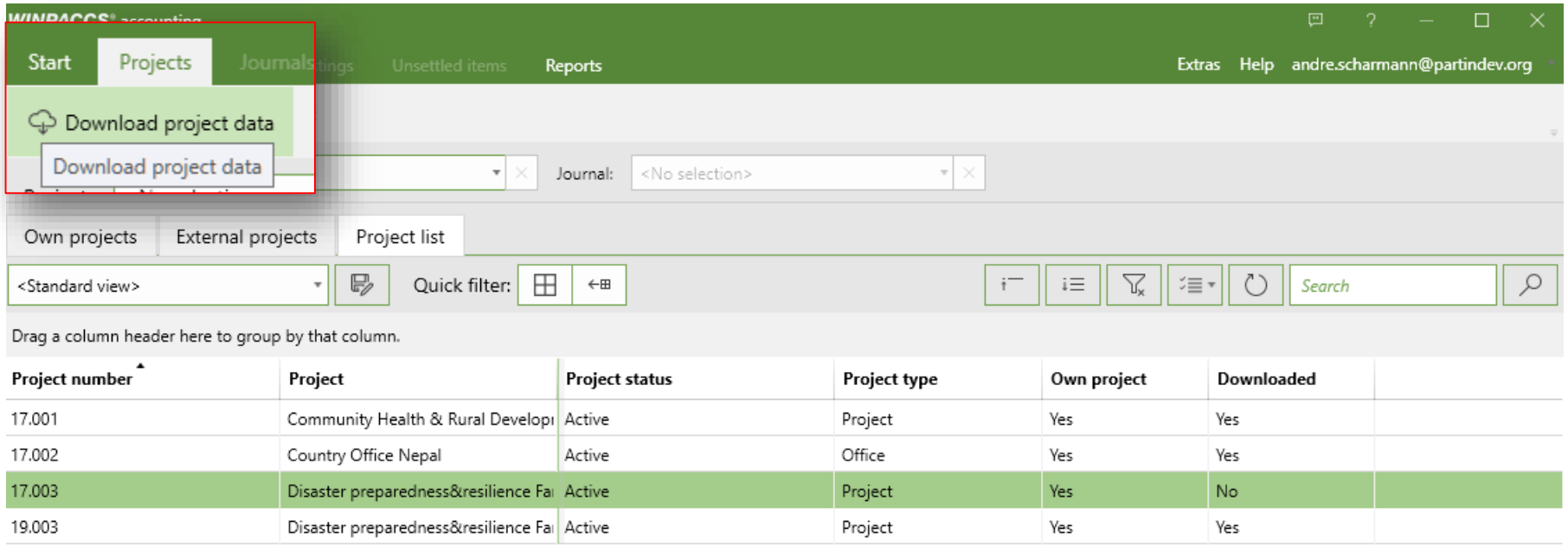
Automatic download of user data:

- Organisation settings
- Main charts of accounts
- Project list
- Cost centres



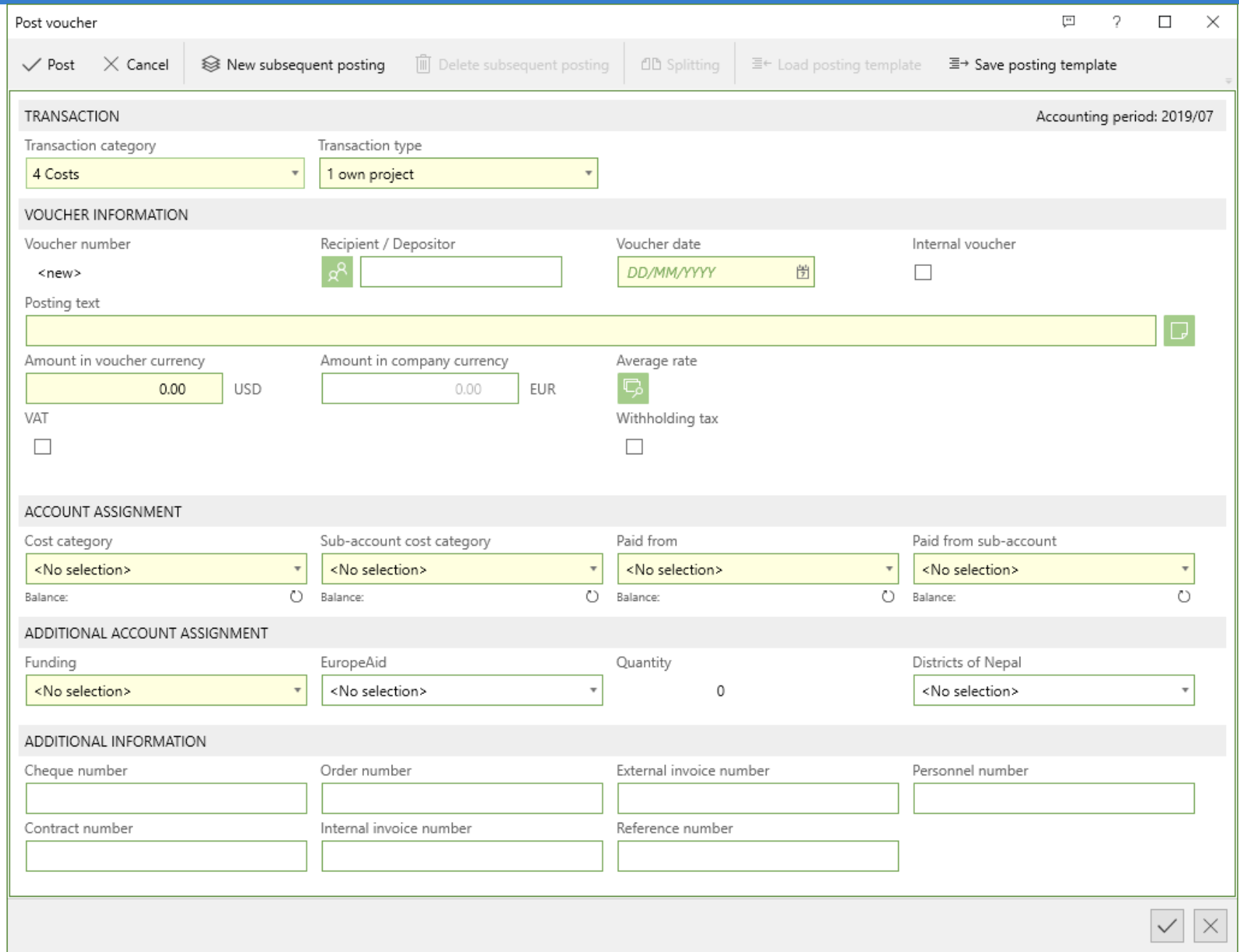
Setting up Project accounting

The individual downloading of projects facilitates posting to cost categories, fundings and budget structures of external projects.



Posting

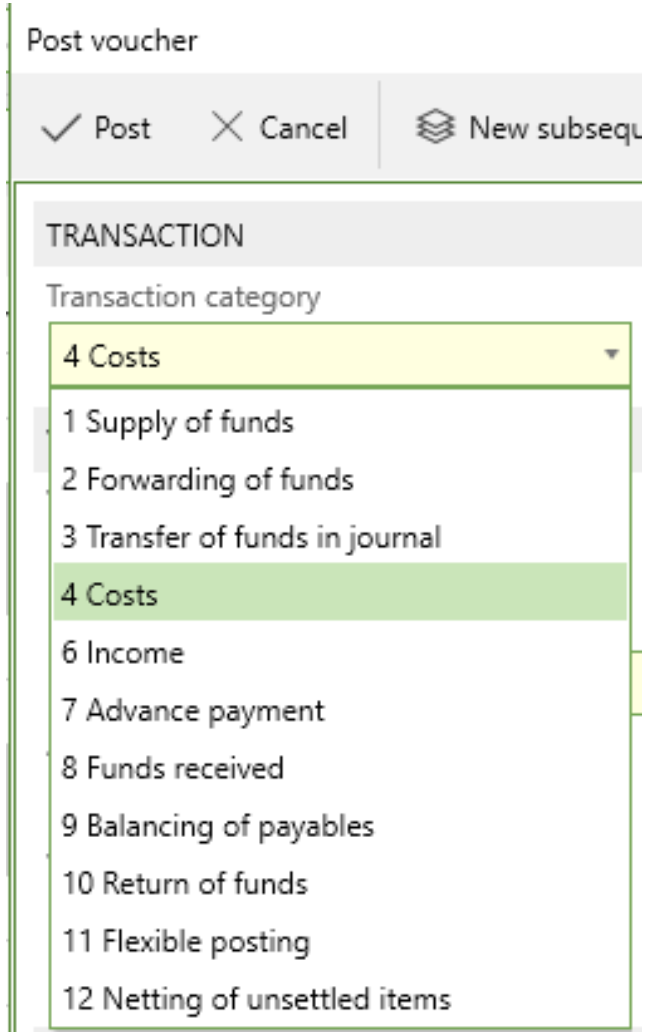
Posting screen



Transaction categories

The usage of transaction categories and types simplifies posting.

It replaces making entries with the classic debit-credit method that requires in-depth accounting knowledge.



Transaction types

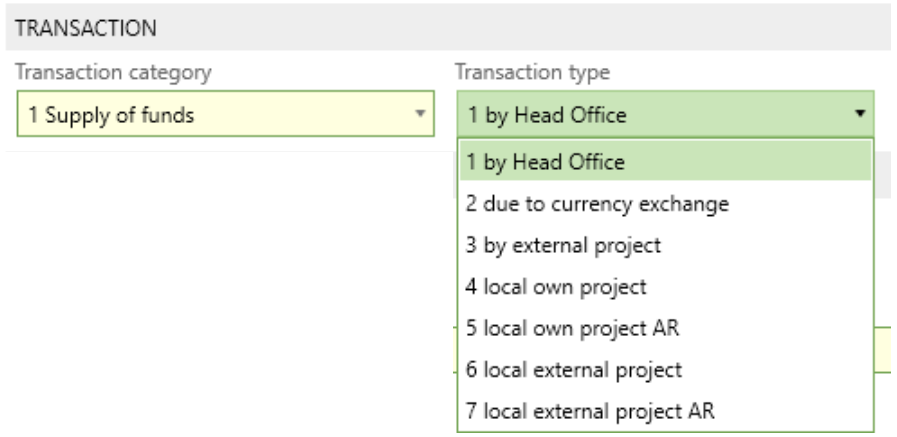
Transaction types expand the transaction categories with useful options.

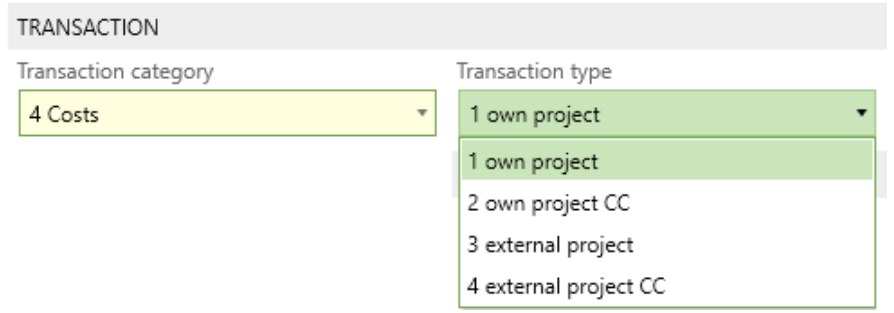
Supplying / forwarding / returning funds

The assignment of the origin or the target of the funds facilitates quick coordination of the postings in the forwarding and receiving journal.

Costs / income / advances

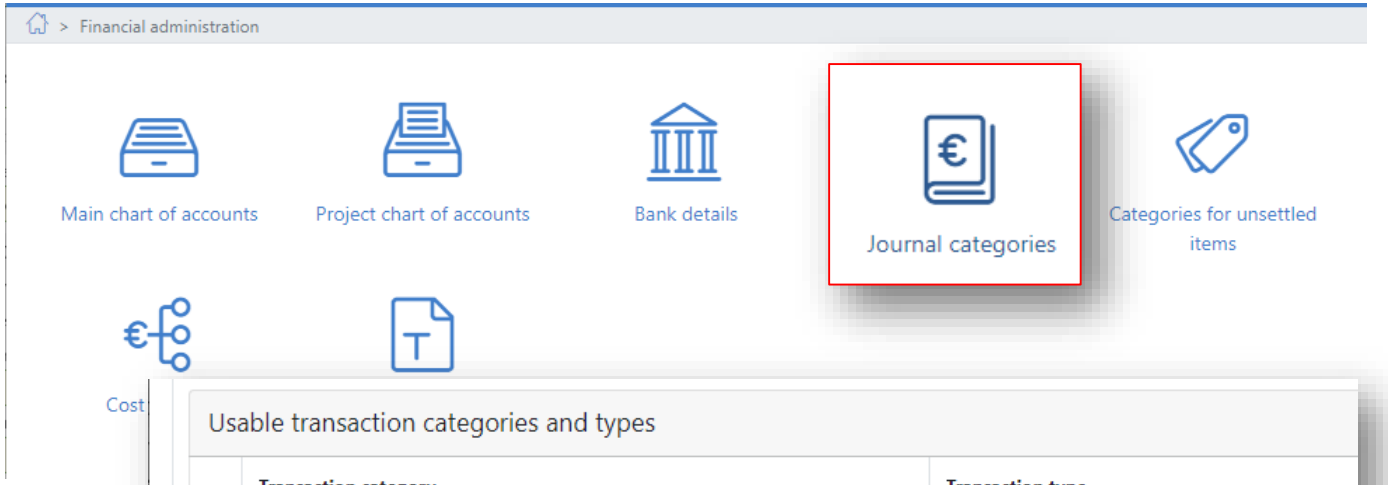
Users can choose whether to assign to external projects and / or enter the amount manually in company currency.





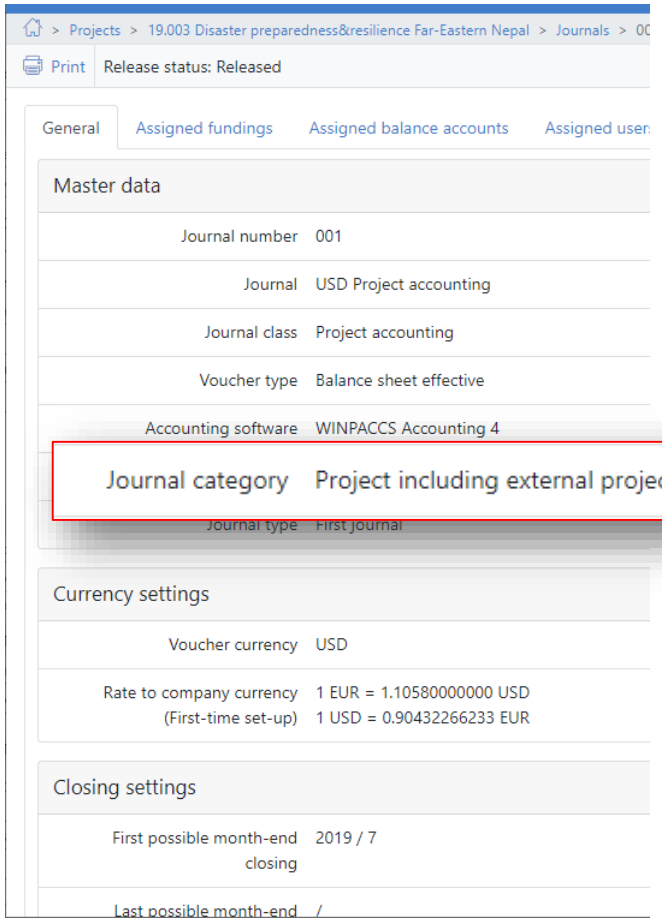
Customising: Journal categories

The journal categories help to preconfigure the necessary transaction categories and types for the different journals.



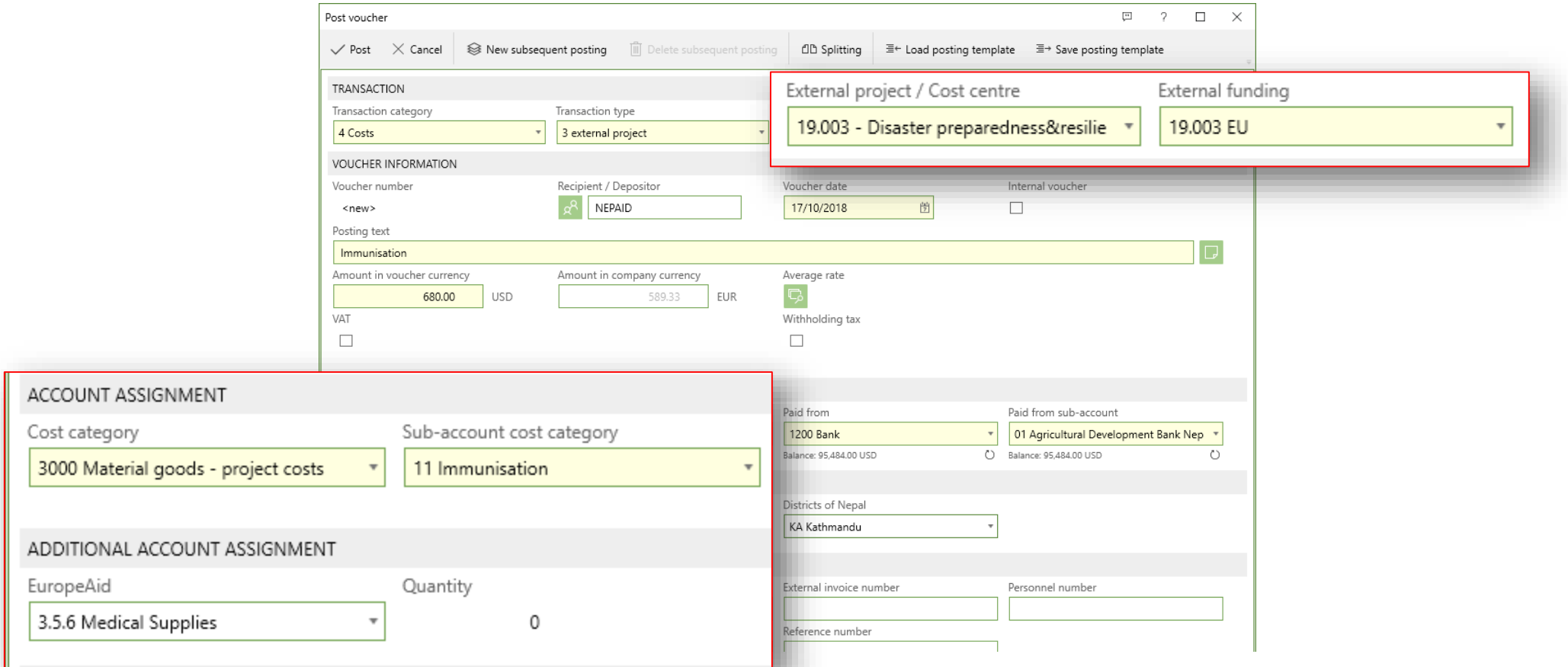
Usable transaction categories and types

	Transaction category	Transaction type
☑	1 Supply of funds	1 by Head Office
☑	1 Supply of funds	2 due to currency exchange
☑	1 Supply of funds	3 by external project
☑	1 Supply of funds	4 local own project
☑	1 Supply of funds	5 local own project average rate
☑	1 Supply of funds	6 local external project



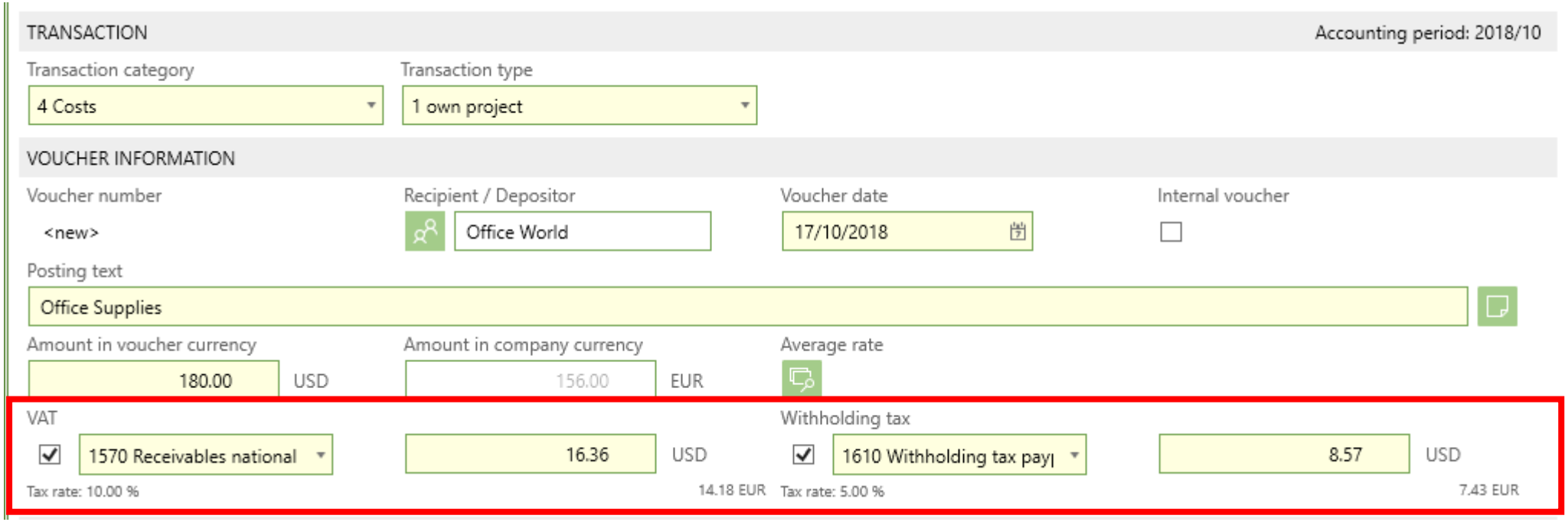
Posting costs to other projects

Costs are directly assigned to the cost categories, fundings and budget structures of the appropriate projects.



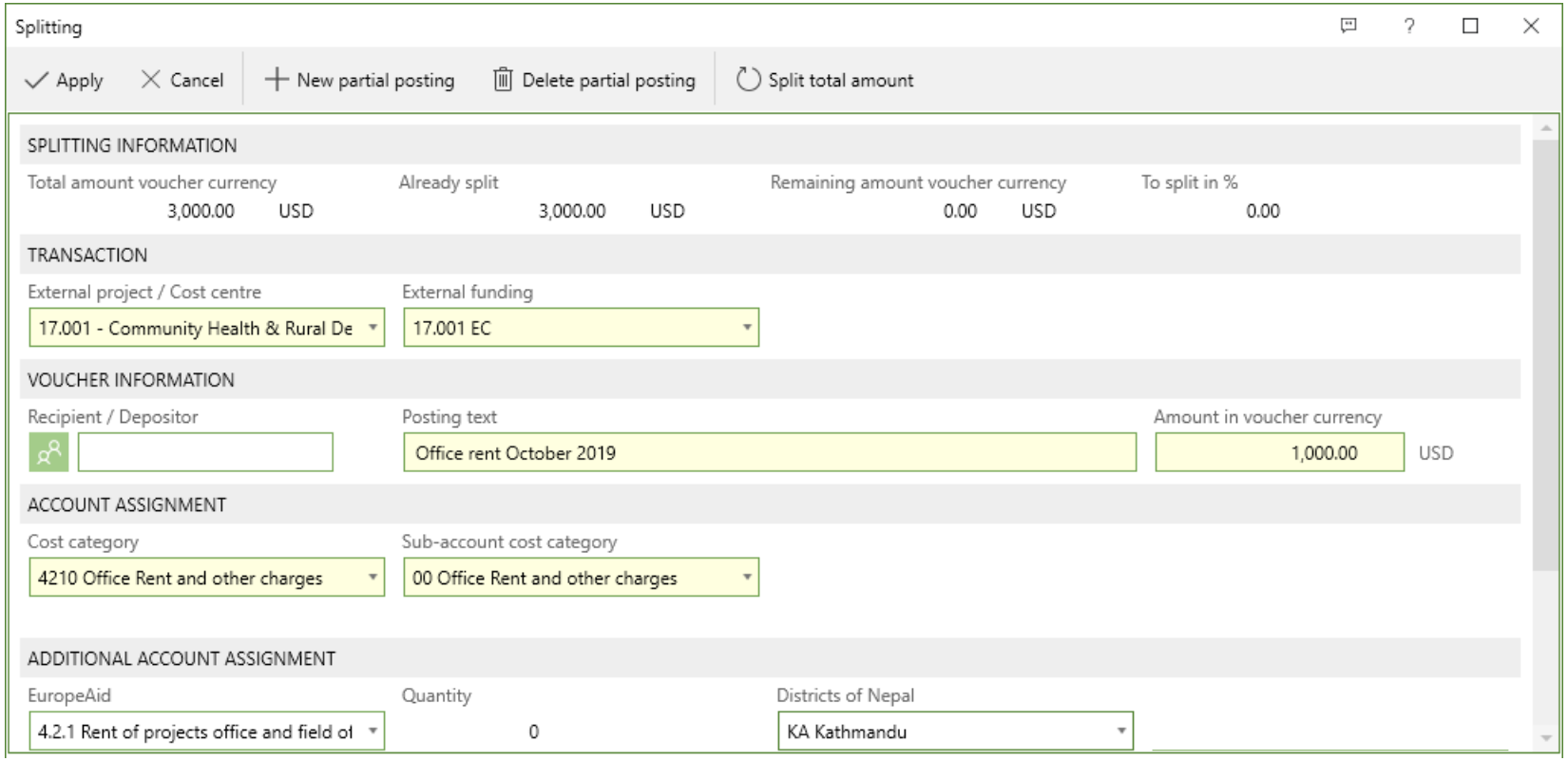
Taxes

Taxes are automatically posted to the VAT and withholding tax accounts. The tax types relevant to a project are set up accordingly in the project chart of accounts.



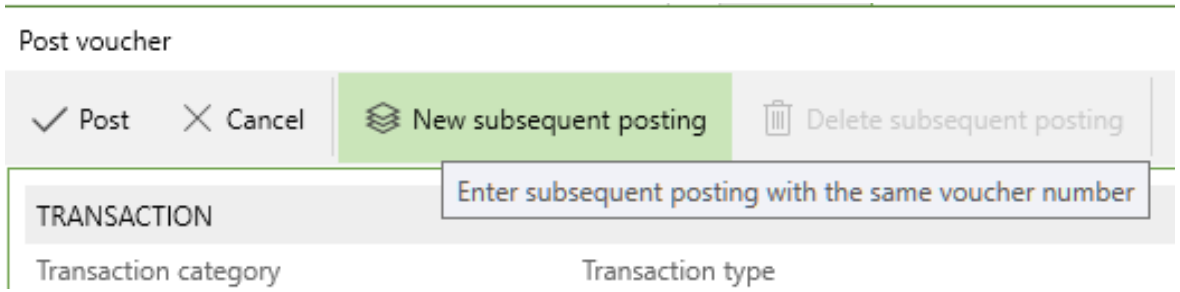
Splitting

Postings can be split to projects, fundings, accounts and budget structures.



Subsequent posting

This function facilitates the usage of the same voucher number for a subsequent posting which requires another transaction category, e.g. bank fees for a received supply of funds.

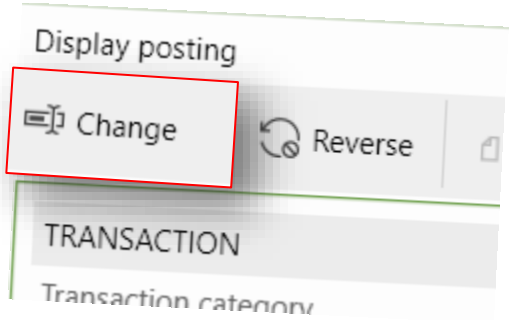


Posting number	Voucher number	Voucher position	Posting text	Recipient / Depositor	Debit acc...	Debit Sub-acc...	Credit acco...	Credit
1	1	1	2nd installment 2017	Head Office	1200	01		
1	1	2	2nd installment 2017	Head Office			0001	00
2	1	3	Bank charges	ADBN	4970	00		
2	1	4	Bank charges	ADBN			1200	01
3	2	1	Kosten Büromaterial	Office World	4930	00		
3	2	2	Kosten Büromaterial	Office World			1200	01
4	3	1	Funds transferred to NPR Bank acco		0002	00		

Making changes

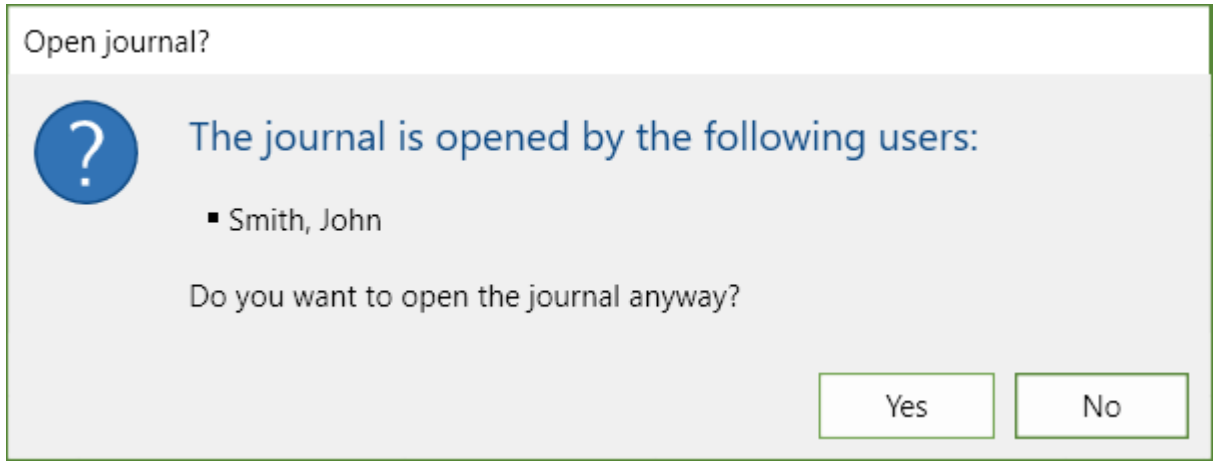
Certain posting data can be changed, depending on the status of a posting. Changes are documented in the journal log.

Voucher number	Voucher position	Debit acc...	Credit acco...	Voucher date	Posting status	Accounting...	Posting te
25	4	1573		10/08/2019	Posted project accounting	2019/08	Supplies in
25	5		1200	10/08/2019	Posted project accounting	2019/08	Supplies in
24	1	4530		15/08/2019	Posted project accounting	2019/08	50 l diesel
24	2		1000	15/08/2019	Posted project accounting	2019/08	50 l diesel
23	1	4930		20/08/2019	Released	2019/08	Storno 22:
23	2		1200	20/08/2019	Released	2019/08	Storno 22:



Posting in a network

In very large journals with a high volume of vouchers, several accountants can post simultaneously.



Overview of further posting functions

- Repost
- Reversal and correction posting
- Batch processing
- Posting templates

Moving Average Rate Procedure

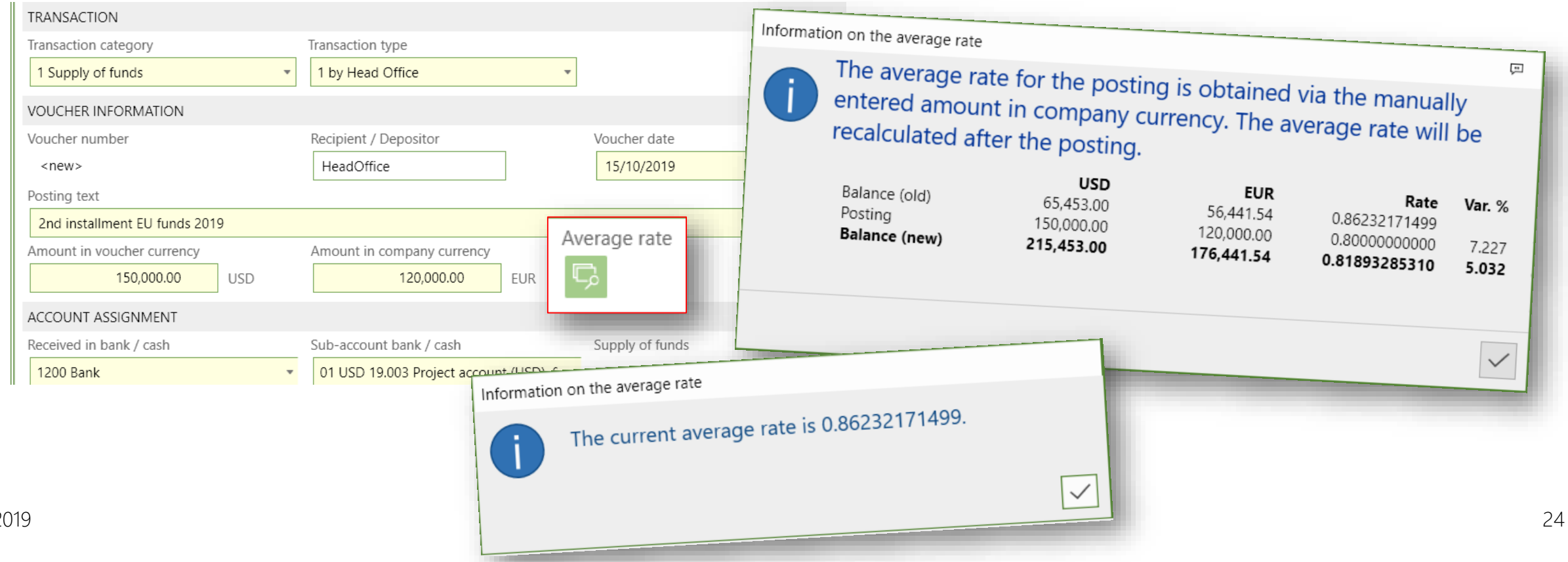
Calculation of the average rate

$$\frac{\text{(Balance + new funds) in company currency (EUR)}}{\text{(Balance + new funds) in voucher currency}}$$

	Voucher currency	Company currency (EUR)	Average rate
1. Supply of funds	100,000.00	50,000.00	0.50000
Expenses	80,000.00	40,000.00	0.50000
Funding balance	**20,000.00**	**10,000.00**	**0.50000**
2. Supply of funds	100,000.00	48,500.00	0.48500
Funding balance	**120,000.00**	**58,500.00**	**0.48750**
Expenses	80,000.00	39,000.00	0.48750

View of the average rate when posting

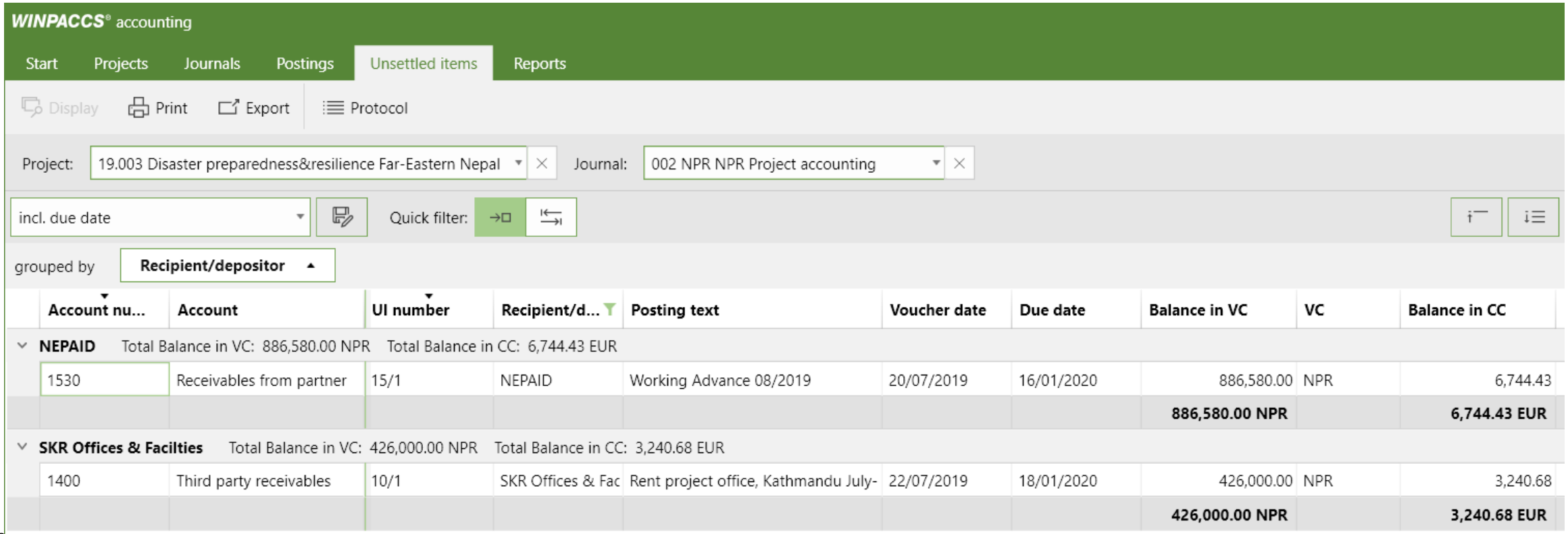
Information about the average rate is always available when posting. The information shown depends on the transaction/posting.



Overviews

Overview of postings and unsettled items

The overviews enable posting data and unsettled items to be analysed quickly and researched using effective, user-friendly functions.

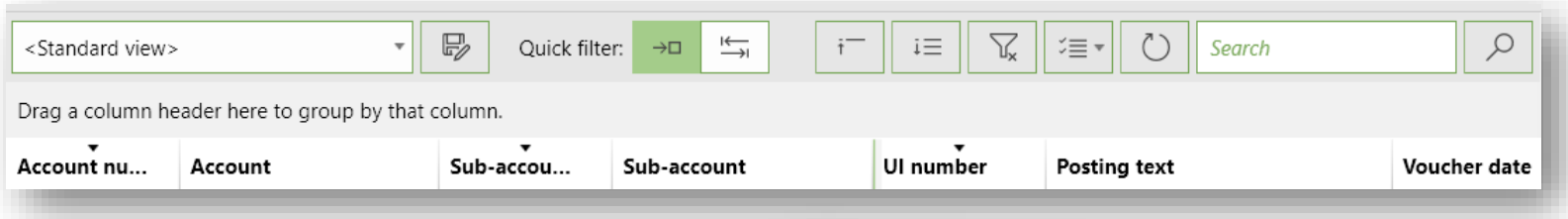


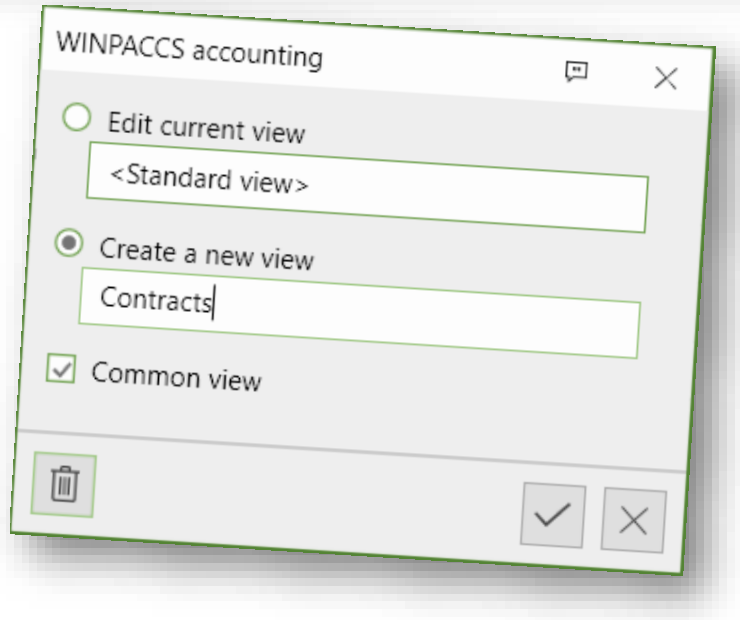
Account nu...	Account	UI number	Recipient/d...	Posting text	Voucher date	Due date	Balance in VC	VC	Balance in CC
NEPAID Total Balance in VC: 886,580.00 NPR Total Balance in CC: 6,744.43 EUR									
1530	Receivables from partner	15/1	NEPAID	Working Advance 08/2019	20/07/2019	16/01/2020	886,580.00	NPR	6,744.43
							886,580.00 NPR		**6,744.43 EUR**
SKR Offices & Facilties Total Balance in VC: 426,000.00 NPR Total Balance in CC: 3,240.68 EUR									
1400	Third party receivables	10/1	SKR Offices & Fac	Rent project office, Kathmandu July-	22/07/2019	18/01/2020	426,000.00	NPR	3,240.68
							426,000.00 NPR		**3,240.68 EUR**

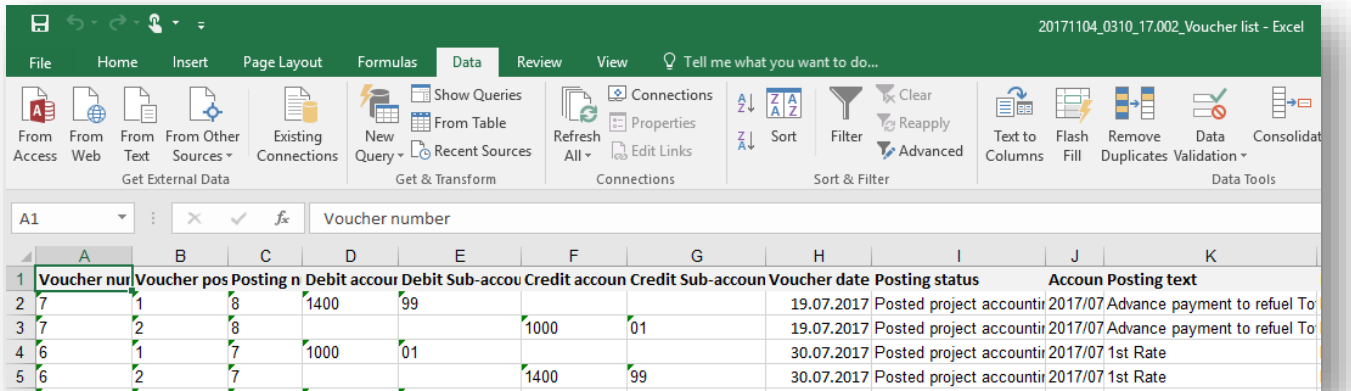
Table functions

The overviews offer a range of effective, user-friendly functions for quickly analysing and evaluating data.

- Sorting, grouping, filtering
- Views with individual selection and column settings etc.
- Export functions (e.g. PDF, Excel)



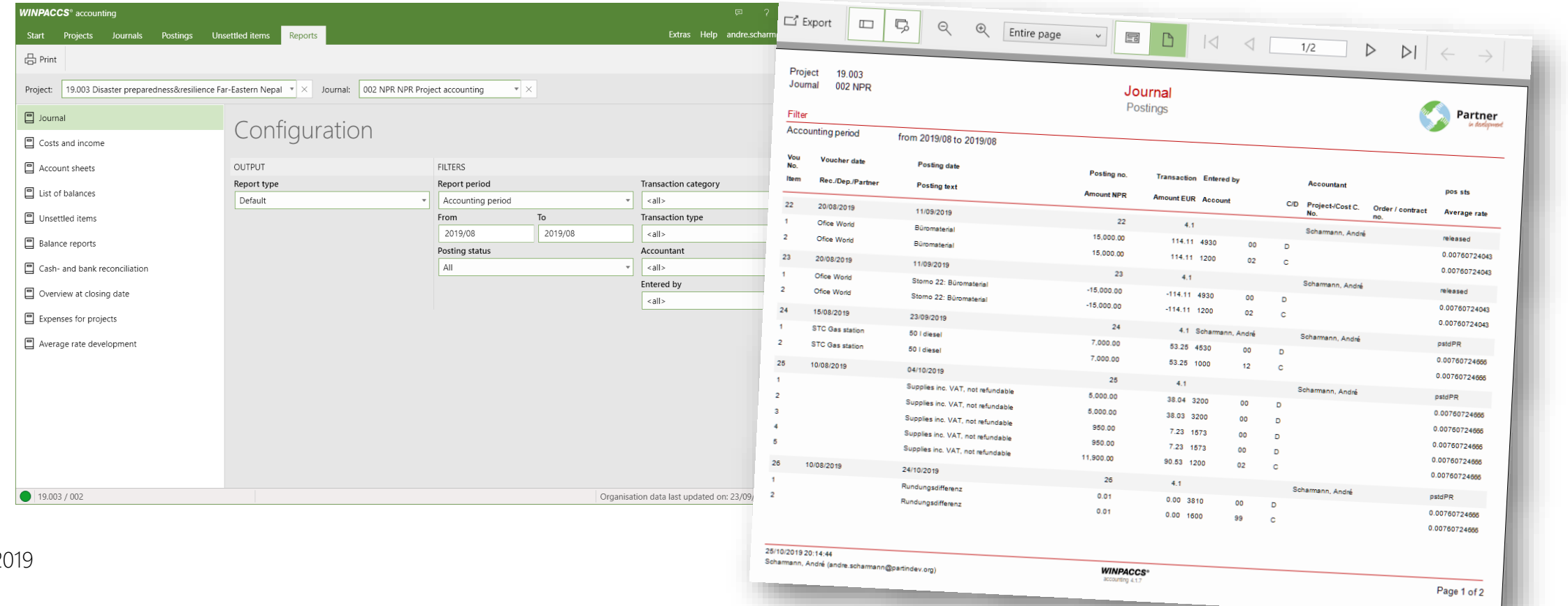




Reports

Reports

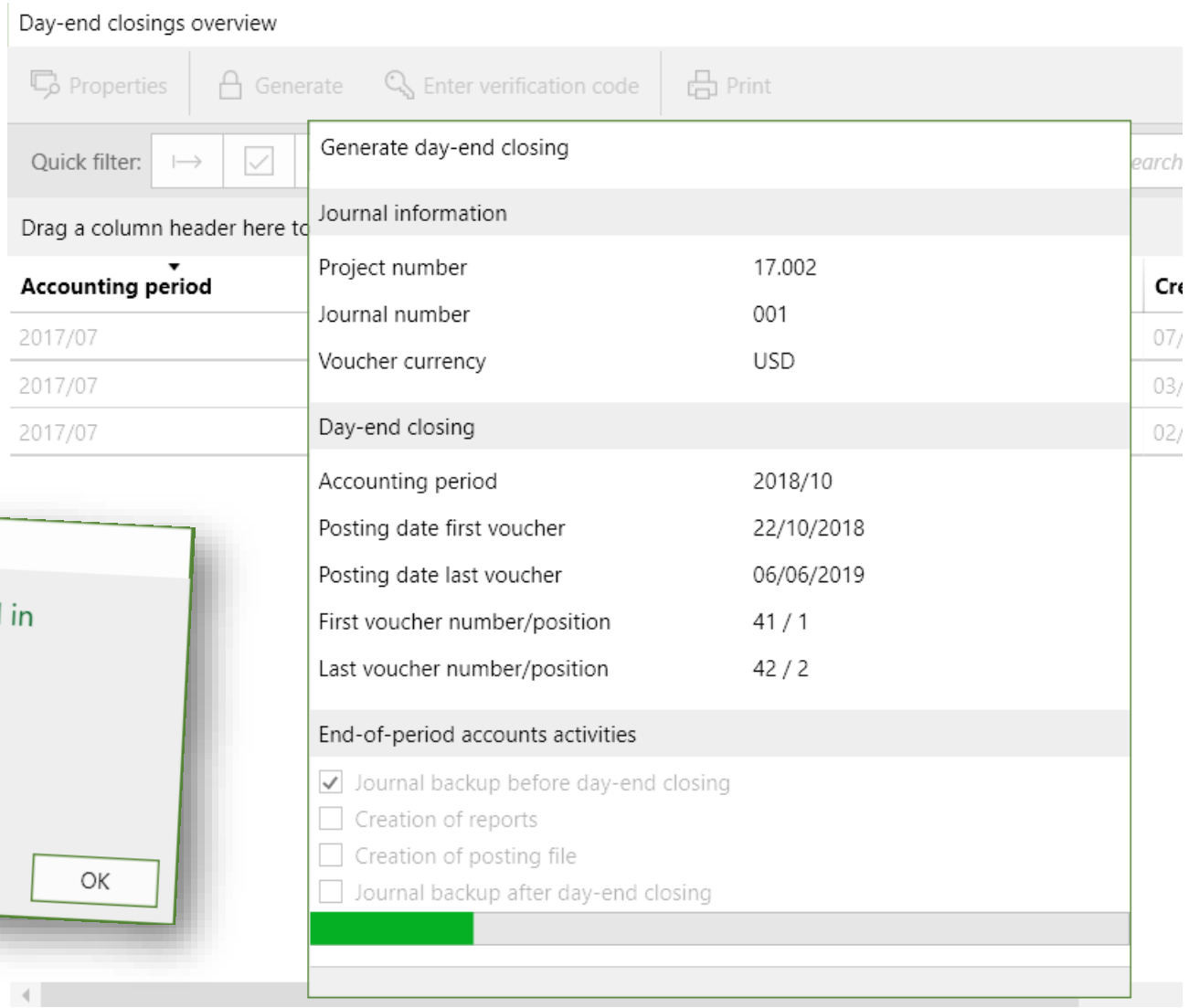
Various reports with individual configuration options are available at all times for numerous evaluation purposes.



Closings

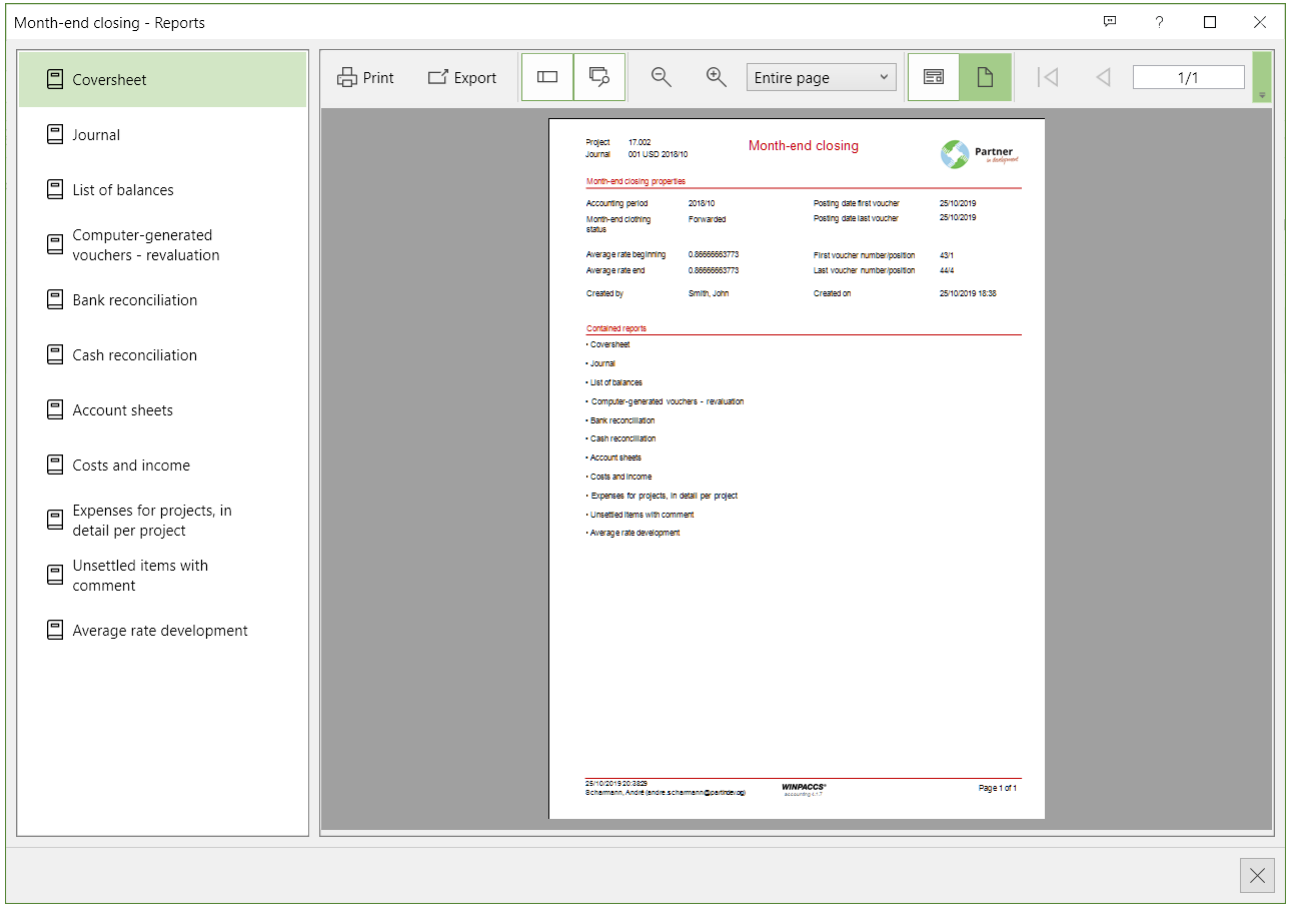
Day-end closings

Day-end closings facilitate the swift forwarding of postings to Controlling.



Month-end closings

Month-end closings create extensive reports for Head office and facilitate the forwarding to Company accounting and open the new accounting period.



Comparison of day- and month-end closings

Day-end closings

- Any number of day-end closings can be performed.
- Day-end closings do not impact the accounting period.
- No conversion takes place.
- Corrections are forwarded with the next closing.
- Day-end closings include the journal report and the list of totals and balances. Bank and cash reconciliations are not included.

Month-end closings

- Twelve month-end closings have to be performed annually.
- The month-end closing opens a new accounting period.
- The bank and cash sub-account balances are converted into company currency.
- If corrections are made, the month-end closing has to be performed again.
- Month-end closings contain extensive reports for the Head office. You can select just how extensive they should be. Bank and cash reconciliations, among others, may be obligatory.

Any questions?