

# Making the general ledger file readable by ExcelFSM – Sample A

This document shows the editing work that needed to be done in this case, to make the general ledger readable by ExcelFSM.

Nominal Detail										9 Oct 15	03:51 pm	Page No: 1
Year: 2014	Period: 1	To: 12	Period	Cumulative	To Code 5000							
Code	Description	DR	CR	DR	CR	Net						
5000	Teaching staff - Salaries											
P100	Salaries											
	Opening Balance	0.00										
Ref	Date	Description		Units	Ledger	Account	Sub-Account	Period	Trans	Type		
3100082	25/09/2014	Staff payroll for September 2014	45,787.81		NL			1	1800	NLJOUR		
		Period 1 Net movement	45,787.81									
3100094	26/10/2014	Payroll for October 2014	43,741.51					2	2012	NLJOUR		
		Period 2 Net movement	43,741.51									
3100099	26/11/2014	Payroll Journal for November 2014	40,639.51					3	2154	NLJOUR		
		Period 3 Net movement	40,639.51									
3100106	16/12/2014	Payroll for December 2014	45,015.29					4	2289	NLJOUR		
		Period 4 Net movement	45,015.29									
3100111	26/01/2015	Staff payroll expenses for January 2015	44,258.52					5	2526	NLJOUR		
		Period 5 Net movement	44,258.52									
3100112	23/02/2015	Payroll for February 2015	42,220.81					6	2640	NLJOUR		
		Period 6 Net movement	42,220.81									
3100124	31/03/2015	Payroll for March 2015	42,753.31					7	2877	NLJOUR		
		Period 7 Net movement	42,753.31									
3100125	26/04/2015	Payroll entry for the month of April 2015	42,281.05	1.00	ST	SCHOOL	COM002	8	3049	NLJOUR		
2101240	02/04/2015	Service Voucher Funding	124.00				Computershare Voucher Services	8	3142	PLINV		
		Period 8 Net movement	4.65		PL	COM002						
2101239	01/05/2015	Service & Voucher Funding	124.00	1.00	ST	SCHOOL	COM002	9	3141	PLINV		
		Period 9 Net movement	4.65		PL	COM002	Computershare Voucher Services	9	3248	NLJOUR		
3100126	20/05/2015	Payroll for May 2015 processed	42,239.88		NL			9	3248	NLJOUR		
		Period 9 Net movement	42,239.88									
2101271	02/06/2015	Service and Voucher Funding	124.00	1.00	ST	SCHOOL	COM002	10	3263	PLINV		
		Period 10 Net movement	4.65				Computershare Voucher Services	10				
3100128	23/06/2015	Staff Payroll for June 2015	40,840.33	1.00	NL			10	3438	NLJOUR		
3100129	24/06/2015	Child care voucher rev for Feb, paid as inv						10	3445	NLJOUR		
3100130		Child care voucher rev for Mar, paid as inv						10	3446	NLJOUR		
3100135	25/06/2015	Adjustment of summer school payment against O'Credit						10	3454	NLJOUR		
2101394	30/06/2015	Childcare voucher & Service Charge	124.00	1.00	ST	SCHOOL	COM001	10	3539	PLINV		
		Period 10 Net movement	4.65	1.00	PL	COM001	Communitas Public Relations Ltd	10	3551	PLCRD		
2200055		OFFSET Childcare Voucher & Service Charge						10		PLCRD		
		Period 10 Net movement	38,469.82									
3100136	30/07/2015	Payroll Journal for July 2015	44,058.25		NL			11	3705	NLJOUR		
3100137	31/07/2015	Reversal of Childcare for DIP for Feb& Mar(Invt Pay)						11	3744	NLJOUR		
		Period 11 Net movement	43,799.09									
3100139	25/08/2015	Payroll for August 2015	47,206.19					12	3777	NLJOUR		
2101526	27/08/2015	Payroll Services - August 2015	47,206.19	1.00	ST	SCHOOL	JUD001	12	3850	PLINV		
3100146	31/08/2015	cost payment	740.61		NL		Judicium Education	12	3955	NLJOUR		
3100160		Rev of Payroll control for Sep against Cr Control						12	4102	NLJOUR		
		Period 12 Net movement	47,946.80									
Nominal Detail										9 Oct 15	03:51 pm	Page No: 1

Nominal Detail										9 Oct 15	03:51 pm	Page No: 2
Year:	2014	Period: 1	To:	12	Period		Cumulative		To Code	5000		
Code	Description				DR	CR	DR	CR	Net			
		Detail Total			575,303.66	49,893.16						
		Net Movement			525,410.50							
P100	Salaries				525,410.50		525,410.50		525,410.50			
5000	Teaching staff:- Salaries				525,410.50		525,410.50		525,410.50			
	Profit and Loss Total				525,410.50		525,410.50		525,410.50			
	Grand Total				525,410.50		525,410.50		525,410.50			


The general ledger produced by the accounting software was printed/exported to a Comma Separated Value (.csv) file

General Ledger.csv - Excel																			
Sign in																			
A5501 : 5000																			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
5501	5000	Teaching staff - Salaries																	
5502	P100	Salaries																	
5503	Opening B	0																	
5504	Ref	Date	Descriptio	Units		Ledger	Account		Sub-Account	Period	Trans	Type							
5505	3100082	#####	Staff payr	45787.81		NL					1	1800	NLJOUR						
5506			1	45787.81															
5507	3100094	#####	Payroll fo	43741.51							2	2012	NLJOUR						
5508	Nominal C	12-Oct-15	2:22 PM	Page No: 121															
5509		12-Oct-15	2:22 PM	Page No: 1	Nominal Detail				Period	Cumulativ	To Code	8095			Year:	2014	Period:	1	12 T
5510			2	43741.51															
5511	3100099	#####	Payroll Jo	46639.51							3	2154	NLJOUR						
5512			3	46639.51															
5513	3100106	#####	Payroll fo	45015.29							4	2289	NLJOUR						
5514			4	45015.29															
5515	3100111	#####	Staff payr	44258.52							5	2526	NLJOUR						
5516			5	44258.52															
5517	3100112	#####	Payroll fo	42220.81							6	2640	NLJOUR						
5518			6	42220.81															
5519	3100124	#####	Payroll fo	42753.31							7	2877	NLJOUR						
5520			7	42753.31															
5521	3100125	#####	Payroll en	42281.05							8	3049	NLJOUR						
5522	2101240	#####	Service Vc	124		1 ST	SCHOOL		COM002	Compute	8	3142	PLINV						
5523				4.65		PL	COM002	Computershare Voucher Servic			8		PLINV						
5524			8	42409.7															
General Ledger																			
READY																			

The .CSV file was then converted into an Excel file, as follow:

- click File > Save As
- select the .xlsx file type
- click Save.



 Read General Ledger Data [-] [Max] [X]

Specify

General ledger from date

First transaction row

Account description column

Number of rows above first transaction row

Account ending balance column      Debit      Credit  
Specify the same column if debits and credits are in the same column\*

Number of rows below last transaction row

Specify Worksheet Columns

Transaction date

Transaction document

Allocation account

Amount      Debit      Credit

Specify the same column if debits and credits are in the same column\*

Other transaction fields (optional)

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

(\*) If same column, credits must be negative numbers

ExcelFSM reads the general ledger data according to the specifications provided in this dialog.

Starting with the first transaction row and following the specifications provided, for each account in the general ledger excel sheet, ExcelFSM reads, sequentially, the specified data of all the account transactions (Date, Document reference, Allocation Account, and up to 3 more optional fields), ending when the Date field does not contain a date.

Therefore, for each account,

**all the transactions rows must be listed without any other rows between.**



+

As we can observe from the image above, page headers rows (in orange) and periodic subtotals rows (in yellow) are inserted between the transactions rows.

These rows were easily removed by using the excel Data Filter. For the first row of the page headers, we selected 'Nominal Detail' in column A

General Ledger.xlsx - Excel

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1	A	B	C	D	E	F	G	H	I	J
		12-Oct		2:22 PM	Page N	Nominal	Detail			Period
		Land and Building Additions								
		Balance Sheet								
		320699								
		Date	Description	Units	Ledger	Account	Sub-Accot	Period	Trans	Type
		31/08/2015		9351		NL				
				91475.83						
				100826.83						
				Net Move	100826.83	100826.8				
10	Z999		Balance Shee	100826.83	421525.8		421525.8			
11		1010	Land and Buil	100826.83	421525.8		421525.8			
12		1030	Land & Build. Acc. Depreciation							
13	Z999		Balance Sheet							
14	Opening Balance		0							
15	Ref	Date	Description	Units	Ledger	Account	Sub-Accot	Period	Trans	Type

Sort Smallest to Largest

Sort Largest to Smallest

Sort by Color

Clear Filter From "East London Scien..."

Filter by Color

Number Filters

Search

☐ 1920

☐ 1205

☒ Nominal Detail

☐ Opening Balance

☐ P100

☐ Profit and Loss Total

☐ Ref

☐ Z100

☐ Z999

☐ (Blanks)

OK

Cancel

then selected all filtered rows and deleted those rows

General Ledger.xlsx - Excel

FILEHOMEINSERTPAGE LAYOUTFORMULASDATA

REVIEWVIEWFSM

From AccessFrom WebFrom TextFrom Other SourcesExisting ConnectionsRefresh AllConnections

Sort & Filter

Text to ColumnsFlash FillRemove DuplicatesData ValidationConsolidateWhat-If AnalysisRelationshipsGroupUngroup SubtotalOutline

A34

Nominal Detail

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	East London Sci	12-Oct-	2:22 PM	Page No:	Nominal	detail				Period	Cumula	To	80	
34	Nominal Detail	12-Oct-15	2:22 PM	Page No: 1										
73	Calibri	11	2:22 PM	Page No: 2										
11	B	I	2:22 PM	Page No: 3										
15			2:22 PM	Page No: 4										
20	Nominal Detail	12-Oct-15	2:22 PM	Page No: 5										
25		12-Oct-15	2:22 PM	Page No: 6										
30		12-Oct-15	2:22 PM	Page No: 7										
35		12-Oct-15	2:22 PM	Page No: 8										
40		12-Oct-15	2:22 PM	Page No: 9										
44		12-Oct-15	2:22 PM	Page No: 10										
49		12-Oct-15	2:22 PM	Page No: 11										
53		12-Oct-15	2:22 PM	Page No: 12										
58		12-Oct-15	2:22 PM	Page No: 13										
63		12-Oct-15	2:22 PM	Page No: 14										
68		12-Oct-15	2:22 PM	Page No: 15										
73		12-Oct-15	2:22 PM	Page No: 16										
78		12-Oct-15	2:22 PM	Page No: 17										
83		12-Oct-15	2:22 PM	Page No: 18										
88		12-Oct-15	2:22 PM	Page No: 19										
93		12-Oct-15	2:22 PM	Page No: 20										
98	Nominal Detail	12-Oct-15	2:22 PM	Page No: 21										
1029	Nominal Detail	12-Oct-15	2:22 PM	Page No: 22										
1080	Nominal Detail	12-Oct-15	2:22 PM	Page No: 23										
1128	Nominal Detail	12-Oct-15	2:22 PM	Page No: 24										
1177	Nominal Detail	12-Oct-15	2:22 PM	Page No: 25										
1224	Nominal Detail	12-Oct-15	2:22 PM	Page No: 26										
1271	Nominal Detail	12-Oct-15	2:22 PM	Page No: 27										
1309	Nominal Detail	12-Oct-15	2:22 PM	Page No: 28										
1364	Nominal Detail	12-Oct-15	2:22 PM	Page No: 29										
1411	Nominal Detail	12-Oct-15	2:22 PM	Page No: 30										
1455	Nominal Detail	12-Oct-15	2:22 PM	Page No: 31										
1503	Nominal Detail	12-Oct-15	2:22 PM	Page No: 32										
1549	Nominal Detail	12-Oct-15	2:22 PM	Page No: 33										
1592	Nominal Detail	12-Oct-15	2:22 PM	Page No: 34										
1641	Nominal Detail	12-Oct-15	2:22 PM	Page No: 35										
1688	Nominal Detail	12-Oct-15	2:22 PM	Page No: 36										
1735	Nominal Detail	12-Oct-15	2:22 PM	Page No: 37										
1783	Nominal Detail	12-Oct-15	2:22 PM	Page No: 38										
1827	Nominal Detail	12-Oct-15	2:22 PM	Page No: 39										
1877	Nominal Detail	12-Oct-15	2:22 PM	Page No: 40										

General Ledger

READY 191 OF 8633 RECORDS FOUND

AVERAGE: 21144.79931 COUNT: 764 SUM: 8077313.335

100%

For the second row of the page headers, we selected 'Nominal Detail' in column E

FILE

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A1

East London Science School

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1		12-Oct		2:22 F	Page N	Nomin	Detail				Period	Cumula	To	80
2		1010	Land and Building Additions											
3	Z999		Balance Sheet											
4	Opening Balance	320699												
5	Ref	Date	Description			Account	Sub-Accou	Period	Trans	Type				
6		3100154	31/08/2015			NL					12	4088	NLJOUR	Addition to Land & Bldg: Retention payment to KSD
7		3100155												Addition to Land & Building: Improvement work
8			100826.83								12	4089	NLJOUR	
9	Detail Total		Net Move											
10	Z999		Balance Shee	100826.83	421525.8		421525.8							
11		1010	Land and Buil	100826.83	421525.8		421525.8							
12		1030	Land & Build. Acc. Depreciation											
13	Z999		Balance Sheet											
14	Opening Balance		0											
15	Ref	Date	Description	Units	Ledger	Account	Sub-Accou	Period	Trans	Type				
16		3100156	31/08/2015	80175		NL					12	4090	NLJOUR	Depreciation on Building i.e. 320,699 over 4 years
17				80175										
18	Detail Total		Net Movement	80175		80175								
19	Z999		Balance Sheet	80175		80175	-80175							
20		1030	Land & Build. Acc. Depreciation	80175		80175	-80175							
21		1055	Furniture and Equipment Additions											
22	Z999		Balance Sheet											
23	Opening Balance		207372											

General Ledger

READY



then selected all filtered rows and deleted those rows

General Ledger.xlsx - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW FSM

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Sort Filter Clear Reapply Advanced Text to Columns Flash Fill Remove Duplicates Data Validation Consolidate What-If Analysis Relationships Group Ungroup Subtotal Outline

A34

Calibri 11

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015

For the periodic subtotals rows, we selected '1' '2' '3' '4' '5' '6' '7' '8' '9' '10' '11' '12' in column C

FILE

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Outline

A1

General Ledger.xlsx - Excel

?

Sign in

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1		12-Oct	2:22	Page N	Nomin	Detail					Period	Cumula	To	80
2		1010	Land and Buil											
3	Z999		Balance Shee											
4	Opening Balance	320699												
5	Ref	Date		Units	Ledger	Account	Sub-Accou	Period	Trans	Type				
6	3100154	31/08/2015				NL					12	4088	NLJOUR	Addition to Land & Bldg: Retention payment to KSD
7	3100155										12	4089	NLJOUR	Addition to Land & Building: Improve ment work
8		100826.83				100826.8								
9	Detail Total	Net Move				100826.8								
10	Z999	Balance Shee	100826.83			421525.8	421525.8							
11		1010	Land and Buil			421525.8	421525.8							
12		1030	Land & Build. Acc. Depreciation											
13	Z999	Balance Sheet												
14	Opening Balance	0												
15	Ref	Date	Description	Units	Ledger	Account	Sub-Accou	Period	Trans	Type				
16	3100156	31/08/2015		80175		NL					12	4090	NLJOUR	Deprecia tion on Building i.e. 320,699 over 4 years
17			80175											
18	Detail Total	Net Movement		80175		80175								
19	Z999	Balance Sheet		80175		80175	-80175							
20		1030	Land & Build. Acc. Depreciation	80175		80175	-80175							
21		1055	Furniture and Equipment Additions											
22	Z999	Balance Sheet												
23	Opening Balance	207372												

General Ledger

READY

100%

then selected all filtered rows and deleted those rows

**General Ledger.xlsx - Excel**

**FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW FSM**

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Sort Filter Clear Reapply Advanced Data Validation Consolidate What-If Analysis Relationships Group Ungroup Subtotal Outline

A8 : X ✓ fx 12

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
7910		118.15	8											
7916		251.69	10											
7919		128.02	11											
7921		210.56	12											
7930		910	1											
793			2											
793			6											
794			1											
795		719.4	3											
795		757.25	4											
796		728.6	5											
796		72.4	6											
796		154.8	7											
797		666.8	8											
797		575.05	9											
798		252.28	10											
798		649.7	11											
799		119.51	1											
799		479.24	2											
800		460.21	3											
801		321.42	4											
801		208.4	7											
802		23.49	8											
802		489.83	11											
8035		61.11	3											
8037		38.74	6											
8050		144.01	7											
8053		52.31	8											
8058		141.22	9											
8062		310.48	10											
8067		154.2	11											
8069		10	12											
8081		27.18	4											
8084		27.41	5											
8087		0.33	6											
8091		33.74	7											
8095		61.31	8											
8098		41.88	9											
8102		35.46	10											
8108		136.62	11											
8110		4.88	12											

Calibri 11 A A % ,

Cut Copy Paste Options Paste Special... Insert Row Delete Row Clear Contents Format Cells... Row Height... Hide Unhide

General Ledger +

READY 748 OF 8252 RECORDS FOUND AVERAGE: 5141.412632 COUNT: 1501 SUM: 7717260.36 100%

After deleting the page headers rows and the periodic subtotals rows, we had the following

General Ledger.xlsx - Excel

FILE

HOME

INSERT

PAGE LAYOUT

FORMULAS

DATA

REVIEW

VIEW

FSM

Sign in

A5038

5000

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
5038	5000	Teaching staff - Salaries												
5039	P100	Salaries												
5040	Opening Balance	0												
5041	Ref	Date	Description	Units			Ledger	Account		Sub-Account	Period	Trans	Type	
5042	3100082	25/09/2014	Staff payroll for September 2014	45787.81			NL					1	1800	NLJOUR
5043	3100094	26/10/2014	Payroll for October 2014	43741.51								2	2012	NLJOUR
5044	3100099	28/11/2014	Payroll Journal for November 2014	46639.51								3	2154	NLJOUR
5045	3100106	16/12/2014	Payroll for December 2014	45015.29								4	2289	NLJOUR
5046	3100111	26/01/2015	Staff payroll expenses for January 2015	44258.52								5	2526	NLJOUR
5047	3100112	23/02/2015	Payroll for February 2015	42220.81								6	2640	NLJOUR
5048	3100124	31/03/2015	Payroll for March 2015	42753.31								7	2877	NLJOUR
5049	3100125	26/04/2015	Payroll entry for the month of April 2015	42281.05								8	3049	NLJOUR
5050	2101240	02/04/2015	Service Voucher Funding	124			1 ST	SCHOOL		COM002	Compute	8	3142	PLINV
5051				4.65			PL	COM002	Computershare Voucher Services			8		PLINV
5052	2101239	01/05/2015	Service & Voucher Funding	124			1 ST	SCHOOL				9	3141	PLINV
5053				4.65			PL	COM002	Computershare Voucher Services			9		PLINV
5054	3100126	20/05/2015	Payroll for May 2015 processed	42239.68			NL					9	3248	NLJOUR
5055	2101271	02/06/2015	Service and Voucher Funding	124			1 ST	SCHOOL		COM002	Compute	10	3263	PLINV
5056				4.65			1					10		PLINV
5057	3100128	23/06/2015	Staff Payroll for June 2015	40640.33			NL					10	3438	NLJOUR
5058	3100129	24/06/2015	Child care voucher rev for Feb, paid as		129.58							10	3445	NLJOUR
5059	3100130		Child care voucher rev for Mar, paid as inv		129.58							10	3446	NLJOUR
5060	3100135	26/06/2015	Adjustment of summer school payment		2040							10	3454	NLJOUR
5061	2101394	30/06/2015	Childcare voucher & Service Charge	124			1 ST	SCHOOL		COM001	Commun	10	3539	PLINV
5062				4.65			1					10		PLINV
5063	2200055		OFFSET Childcare Voucher & Service		124		PL	COM001	Communitas Public Relations Ltd			10	3551	PLCRD
5064				4.65								10		PLCRD
5065	3100136	30/07/2015	Payroll journal for July 2015	44058.25			NL					11	3705	NLJOUR
5066	3100137	31/07/2015	Reversal of Childcare for DP for Feb&		259.16							11	3744	NLJOUR
5067	3100139	25/08/2015	Payroll for August 2015	47206.19								12	3777	NLJOUR
5068	2101526	27/08/2015	Payroll Services - August 2015	47206.19			1 ST	SCHOOL		JUD001	Judicium f	12	3850	PLINV
5069	3100146	31/08/2015			740.61		NL					12	3955	NLJOUR
5070	3100160		Rev of Payroll control for Sep against Cr	47206.19								12	4102	NLJOUR
5071	Detail Total	Net Movement		575303.7	49893.16	525410.5								
5072	P100	Salaries		525410.5		525410.5		525410.5						
5073	5000	Teaching staff - Salaries		525410.5		525410.5		525410.5						

General Ledger

READY

100%

As highlighted in grey, some transactions rows were missing the transaction date and document reference. This accounting software removes the repeated data from these fields. To fill these empty fields, we copied the data from the preceeding transaction row.

After making the general ledger readable by ExcelFSM, the Read General Ledger Data specifications were these

General Ledger.xlsx - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW FSM

A5038 : X ✓ fx 5000

A	B	C	D	E	F	G	H
5038	5000	Teaching staff - Salaries					
5039	P100	Salaries					
5040	Opening Balance	0					
5041	Ref	Date	Description	Units		Ledger	Account
5042	3100082	25/09/2014	Staff payroll for September 2014	45787.81		NL	
5043	3100094	26/10/2014	Payroll for October 2014	43741.51			
5044	3100099	28/11/2014	Payroll Journal for November 2014	46639.51			
5045	3100106	16/12/2014	Payroll for December 2014	45015.29			
5046	3100111	26/01/2015	Staff payroll expenses for January 2015	44258.52			
5047	3100112	23/02/2015	Payroll for February 2015	42220.81			
5048	3100124	31/03/2015	Payroll for March 2015	42753.31			
5049	3100125	26/04/2015	Payroll entry for the month of April 2015	42281.05			
5050	2101240	02/04/2015	Service Voucher Funding	124		1 ST	SCHOOL
5051	2101240	02/04/2015		4.65		PL	COM002 C
5052	2101239	01/05/2015	Service & Voucher Funding	124		1 ST	SCHOOL
5053	2101239	01/05/2015		4.65		PL	COM002 C
5054	3100126	20/05/2015	Payroll for May 2015 processed	42239.68		NL	
5055	2101271	02/06/2015	Service and Voucher Funding	124		1 ST	SCHOOL
5056	2101271	02/06/2015		4.65		1	
5057	3100128	23/06/2015	Staff Payroll for June 2015	40640.33		NL	
5058	3100129	24/06/2015	Child care voucher rev for Feb, paid as		129.58		
5059	3100130	24/06/2015	Child care voucher rev for Mar, paid as inv		129.58		
5060	3100135	26/06/2015	Adjustment of summer school payment		2040		
5061	2101394	30/06/2015	Childcare voucher & Service Charge	124		1 ST	SCHOOL
5062	2101394	30/06/2015		4.65		1	
5063	2200055	30/06/2015	OFFSET Childcare Voucher & Service		124	PL	COM001 C
5064	2200055	30/06/2015			4.65		
5065	3100136	30/07/2015	Payroll journal for July 2015	44058.25		NL	
5066	3100137	31/07/2015	Reversal of Childcare for DP for Feb&		259.16		
5067	3100139	25/08/2015	Payroll for August 2015	47206.19			
5068	2101526	27/08/2015	Payroll Services - August 2015	47206.19		1 ST	SCHOOL
5069	3100146	31/08/2015			740.61	NL	
5070	3100160	31/08/2015	Rev of Payroll control for Sep against Cr		47206.19		
5071	Detail Total	Net Movement		575303.7	49893.16	525410.5	
5072	P100	Salaries		525410.5		525410.5	525410.5
5073		5000 Teaching staff - Salaries		525410.5		525410.5	525410.5

General Ledger +

Read General Ledger Data

Specify

General ledger from date31/08/2015

First transaction row5

Account description columnA

Number of rows above first transaction row4

Account ending balance columnDebitCreditSpecify the same column if debits and credits are in the same column\*H H

Number of rows below last transaction row3

Specify Worksheet Columns

Transaction dateB

Transaction documentA

Allocation accountZ

AmountDebitCreditD ESpecify the same column if debits and credits are in the same column\*

Other transaction fields (optional)

DescriptionC

OKCancel

(\*) If same column, credits must be negative numbers

One particularity of this general ledger is there is no allocation account field for the transactions. This is why we specified the empty column Z. Nevertheless, ExcelFSM was able to read and organized the accounting data to allow the Drill Down.

FSM Sample A 31-08-2015.xlsx - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW FSM Sign in

Read Trial Balance Data Balance Variation Details Rounded Trial Balance GL Sheets Manager Help  
Chart of Accounts Suggested Item Titles Comparative Leadsheets Print About  
Adjusting Entries Item Balance Total Adjusted balances Grouped Accounts Sheets Working Papers  
Trial Balance Building a report Report presentation

I28 : fx =FSMACCOUNTBALANCE("26,D,0,0")

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z AA

1 Sample A  
2 (A company limited by guarantee)  
3  
4 NOTES TO THE FINANCIAL STATEMENTS  
5 FOR THE YEAR ENDED 31 AUGUST 2015  
6  
7 6. GOVERNANCE COSTS  
8 Unrestricted funds Restricted funds Total funds Total funds  
9 2015 2015 2015 2014  
10 £ £ £ £  
11 Auditors' remuneration 7,780.00 7,780.00 5,000.00  
12 Legal and professional costs 3,474.00 3,474.00 2,609.53  
13 Governance - trustees expenses  
14 reimbursed 912.07 912.07 52.12  
15 12,166.07 12,166.07 7,661.65  
16  
17  
18  
19  
20 7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES  
21  
22  
23  
24 DIRECT COSTS - EDUCATIONAL OPERATIONS  
25 Wages and salaries  
26 5000 - Teaching staff - Salaries 525,410.50  
27 5005 - Teaching staff - Er PAYE & NI 264,079.63  
28 5010 - Teaching staff - Pension Costs 158,251.94  
29 5015 - Teaching Staff - Other 38,203.52  
30 5050 - Education support staff - Salaries 68,449.70  
31 5055 - Education support staff - Er PAYE & NI 11,265.01  
32 5060 - Education support staff - Pension Costs 3,296.25  
33 1,068,956.55  
34 Educational consumables 151,854.46  
35 Staff development 25,535.55  
36 Technology costs 83,726.68  
37 Subtotal 1,330,073.24  
38 Other other resources expended -  
39 1,330,073.24  
40  
41  
42  
43  
44

Account Unadjusted Balance Detail

5000 - Teaching staff - Salaries Balance carried over as of 1/09/2014: 0.00 Dr

Date	Docum	Description	Allocation	Debit	Credit
16/12/2014	3100106	Payroll for December 2014	2030 - Salaries Control	45,015.29	
26/01/2015	3100111	Staff payroll expenses for January 2015	2030 - Salaries Control	44,258.52	
23/02/2015	3100112	Payroll for February 2015	2030 - Salaries Control	42,220.81	
31/03/2015	3100124	Payroll for March 2015	2030 - Salaries Control	42,753.31	
26/04/2015	3100125	Payroll entry for the month of April 2015	2030 - Salaries Control	42,281.05	
20/05/2015	3100126	Payroll for May 2015 processed	2030 - Salaries Control	42,239.68	
23/06/2015	3100128	Staff Payroll for June 2015	2030 - Salaries Control	40,640.33	
24/06/2015	3100129		2030 - Salaries Control		129.58
24/06/2015	3100130	Child care voucher rev for Mar, paid as inv	2030 - Salaries Control		129.58
30/07/2015	3100136	Payroll journal for July 2015	2030 - Salaries Control	44,058.25	
31/07/2015	3100137		2030 - Salaries Control		259.16
25/08/2015	3100139	Payroll for August 2015	2030 - Salaries Control	47,206.19	
31/08/2015	3100146		2030 - Salaries Control	740.61	
31/08/2015	3100160		2030 - Salaries Control		47,206.19

Generate Printout Sheet Close

Unadjusted balance as at 31/08/2015: 525,410.50 Debit

SOFA Balance Sheet Cash Flow Note 1a Note 1b Note 1c Notes 1d 2 3 Notes 4 5 Notes 6 7 Notes 8 9 10 ...

READY 100%