

GLEntryExport App:

Purpose: As a bookkeeper you sometimes would like to export your GL entries to Excel for reconciliation or further financial analyses. This app helps you to export your transactions in an easy way with a few steps:

Steps to do:

- Click at "Finance" then "Chart of Accounts"

No.	Name	Net Change	Balance	Income/Ba...	Account S
10000	BALANCE SHEET	–	–	Balance Sh...	Asset:
10001	ASSETS	–	–	Balance Sh...	Asset:
10100	Checking account	1.638,40	1.638,40	Balance Sh...	Cash
10200	Saving account	–	–	Balance Sh...	Cash
10300	Petty Cash	96.549,23	96.549,23	Balance Sh...	Cash
10400	Accounts Receivable	106.443,80	106.443,80	Balance Sh...	Accou
10500	Prepaid Rent	–	–	Balance Sh...	Prepa
10600	Prepaid Insurance	–	–	Balance Sh...	Prepa
10700	Inventory	168.899,06	168.899,06	Balance Sh...	Inven
10800	Equipment	5.498,00	5.498,00	Balance Sh...	Equip
10900	Accumulated Depreciation	3.499,00	3.499,00	Balance Sh...	Accur
10910	WIP Job Sales	–	–	Balance Sh...	Asset:

- Select a customer, in this example it is Petty Cash.
- Click at "Actions", then "Periodic Activities" then "Export G/L Entries"

No.	Name	Net Change	Balance	Income/Ba...	Account S
10000	BALANCE SHEET	–	–	Balance Sh...	Asset:
10001	ASSETS	–	–	Balance Sh...	Asset:
10100	Checking account	1.638,40	1.638,40	Balance Sh...	Cash
10200	Saving account	–	–	Balance Sh...	Cash
10300	Petty Cash	96.549,23	96.549,23	Balance Sh...	Cash
10400	Accounts Receivable	106.443,80	106.443,80	Balance Sh...	Accou

- Select the dates of the documents.

Export G/L Entries ↗ ✕

Filter: G/L Entry

✕ Posting Date

✕ G/L Account No.

[+ Filter...](#)

Advanced >

- You will receive the file in Excel. This can be sent to your accountant/auditor.

Posting Date	Document	Document G/L Account	Description	Department	Customer	Gen. Post	Gen. Bus.	Gen. Prod	Amount	Tax Amou	Bal. Accou	Bal. Accou	Entry No.	External Docu
14/01/2020		PS-INV10310700	Direct Cos	SALES	MEDIUM				-128,4	0	G/L Accou		1	
14/01/2020		PS-INV10350100	Direct Cos	SALES	MEDIUM				128,4	0	G/L Accou		2	
14/01/2020	Invoice	PS-INV10340200	Invoice S-I	SALES	MEDIUM	Sale	DOMESTIC	RETAIL	-164,7	0	G/L Accou		3	
14/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	MEDIUM				-4,94	0	G/L Accou		4	
14/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	MEDIUM				-1,65	0	G/L Accou		5	
14/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	MEDIUM				-1,65	0	G/L Accou		6	
14/01/2020	Invoice	PS-INV10310400	Invoice S-I	SALES	MEDIUM				172,94	0	G/L Accou		7	
14/01/2020	Payment	PS-INV10310300	Invoice S-I	SALES	MEDIUM				172,94	0	Customer	20000	8	
14/01/2020	Payment	PS-INV10310400	Invoice S-I	SALES	MEDIUM				-172,94	0	G/L Accou	10300	9	
15/01/2020		PS-INV10310700	Direct Cos	SALES	SMALL				-601,2	0	G/L Accou		10	
15/01/2020		PS-INV10350100	Direct Cos	SALES	SMALL				601,2	0	G/L Accou		11	
15/01/2020	Invoice	PS-INV10340200	Invoice S-I	SALES	SMALL	Sale	DOMESTIC	RETAIL	-771,2	0	G/L Accou		12	
15/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	SMALL				-23,14	0	G/L Accou		13	
15/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	SMALL				-7,71	0	G/L Accou		14	
15/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	SMALL				-15,42	0	G/L Accou		15	
15/01/2020	Invoice	PS-INV10310400	Invoice S-I	SALES	SMALL				817,47	0	G/L Accou		16	
15/01/2020	Payment	PS-INV10310300	Invoice S-I	SALES	SMALL				801,12	0	Customer	10000	17	
15/01/2020	Payment	PS-INV10310400	Invoice S-I	SALES	SMALL				-817,47	0	G/L Accou	10300	18	
15/01/2020	Payment	PS-INV10340300	Invoice S-I	SALES	SMALL				16,35	0	G/L Accou		19	
16/01/2020		PS-INV10310700	Direct Cos	SALES	LARGE				-150,3	0	G/L Accou		20	
16/01/2020		PS-INV10350100	Direct Cos	SALES	LARGE				150,3	0	G/L Accou		21	
16/01/2020	Invoice	PS-INV10340200	Invoice S-I	SALES	LARGE	Sale	DOMESTIC	RETAIL	-192,8	0	G/L Accou		22	
16/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	LARGE				-9,64	0	G/L Accou		23	
16/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	LARGE				-1,93	0	G/L Accou		24	
16/01/2020	Invoice	PS-INV10320600	Invoice S-I	SALES	LARGE				-1,93	0	G/L Accou		25	
16/01/2020	Invoice	PS-INV10310400	Invoice S-I	SALES	LARGE				206,3	0	G/L Accou		26	
16/01/2020	Payment	PS-INV10310300	Invoice S-I	SALES	LARGE				206,3	0	Customer	30000	27	
16/01/2020	Payment	PS-INV10310400	Invoice S-I	SALES	LARGE				-206,3	0	G/L Accou	10300	28	

- Contact hello@macali.com if you have any question.
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