

GL Transaction Report

General Ledger >Reports >Report List

Full transactional history of all postings in all ledger accounts with the opening and closing balance per Ledger Account and movement between specified dates.

This is a full transactional history of all postings against all ledger accounts with the opening and closing balance per Ledger accounts and movement between dates specified

Ledger Accounts	select the start account and the end account for the report
Periods	select the year, period from, period to, from the drop down arrow
Options	select sheet type, sort by and sub sort by options from the drop down arrow

×

GL Transaction Report (No1)

⚙️ ?

Ledger Accounts:

Account Group:

All

▼

From Account:

▼

To Account:

▼

Period:

From Year:

Year 4

▼

From Period:

2023-04-01

▼

To Period:

2023-04-30

▼

Options:

Sheet Type:

All

▼

Sort By:

Account Name

▼

Sub Sort By:

Date

▼

Division:

▼

Region:

▼

Projects:

☐

Print Accounts:

☐

Trial Balance Format:

☒

Show Customer Link:

☐

Show Division:

☐

Show Region:

☐

Show CO Code:

☐

Generate

Export

Close

Report Request

Account Group	
From Account	
To Account	
From Year	
From Period	
To Period	
Sheet Type	
Sort By	
Sub Sort By	
Division	
Region	
Projects	if these options are selected, the accounts with no transactions and projects will be included in the report

Trail Balance Format	This button allows you to run the report in a Trial Balance Format. i.e., If the account has a debit opening balance, the report will open with a positive value. It will add each debit transaction and subtract each credit transaction. If the account opening balance is a credit, the report will reflect each asset account as a positive opening balance if the opening balance is a debit. It will also reflect each liability account as a positive if the opening balance is a credit.
Show Division	
Print Accounts	if these options are selected, the accounts with no transactions and projects will be included in the report
Show Customer Link	
Show Region	
Show CO Code	

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