GLO100 Upload Westpac DeskBank File

Overview   This program is used to upload DeskBank file to the Bank Input File GLBNI00P.

Purpose   This panel allows you to:

Upload Westpac bank DeskBank file.

Explanation

Process Flow

- Ensure that you have access to QDLS directory on the IBM Power Systems. This directory needs to be mapped to your network so that you have access from the desktop (windows). Create a folder on this directory. This will be the folder where you should place the file from the bank.

- Copy the DeskBank file on the PC into IBM Power Systems drive on your network.

- Run your option to Upload Bank Statement. The system will default the target file. You may choose to override this if you wish. Enter the GL period to post to and the input file name. This program will generate an error report and then abort if any problems are found with the upload.

- The error report will list all transactions that have been received from the bank that could not be uploaded. An error message will be shown after each transaction suggesting a fix for that error. For example:

  Error   *** Transaction not defined in control file

  Warning *** No Bank Key found on Source of bank key. Journal no for Bank Group generated as Bank Key.

- Fix errors by maintaining the control files for the bank rec upload such as **TMSBK/***-TRCD**. Once the changes are made you can run the upload program until the upload is successful and no errors.

- Run Bank Statement Report for all report groups or just a select few. This will report what has been uploaded by the system. This report will shows bank file transactions by entry date that have been selected allocated be to the company bank account for reconciliation. This is only a statement print at this stage; nothing has been posted to the general ledger. The statement can be printed by report group. The report group is defined on the transaction definition control file. Transactions can be grouped together by report codes e.g. A, B and then sent to separate departments within the company. Example report code A could list all deposits. This report can be sent to accounts receivable to be keyed in and reconciled.

- Once the statement report has been run and checked, this option can be run the post the amounts to the general ledger accounts defined. This option then writes to the general ledger to replicate a clearing scenario on the other side of transactions.

Sample DeskBank File

Record type '01' – File Header

Position	Length	Type	Comments
1-2	2	char	'01'
3-7	5	char	bank ID
8-14	7	date	yyyyddd-current processing date
15-21	7	date	yyyyddd-previous processing date
22-28	7	date	yyyyddd-next processing date
29-35	7	date	yyyyddd-next, next processing date

Record type '02' – Bank Account

ACCOUNT HEADER 1			
Position	Length	Type	Comments
1-2	2	char	'02'
3-7	5	char	bank ID
8-24	17	char	account number
25-27	3	char	currency code
28-42	15	num(cents)	closing balance
43-43	1	char	sign for closing balance
44-56	13	num($s)	overdraft limit
57-71	15	num(cents)	accrued interest
72-72	1	char	sign for accrued interest
73-87	15	num(cents)	accrued FID
88-88	1	char	sign for accrued FID
89-103	15	num(cents)	accrued BAD
104-104	1	char	sign for accrued BAD

ACCOUNT HEADER 2			
Position	Length	Type	Comments
1-2	2	char	▯03'
3-17	15	num(cents)	accrued unused limit fee
18-18	1	char	sign for accrued unused limit fee
19-33	15	num(cents)	accrued composite fee
34-34	1	char	sign for accrued composite fee
35-49	15	num(cents)	debit cutoff amount
50-64	15	num(cents)	credit cutoff amount
65-80	16	char	account name
81-81	1	char	segment flag (▯0')
82-82	1	char	eft indicator (▯▯)
83-83	1	char	eft credit only (▯▯)
84-85	2	num	setoff group
86-90	5	char	control centre (▯ ▯)
91-91	1	num	number of signatories (▯0')

Record type '05' – Transaction Detail

| TRANSACTION RECORD			
Position	Length	Type	Comments
1-2	2	char	▯05'
3-17	15	num(cents)	transaction amount
18-18	1	char	sign for amount
19-21	3	char	transaction code
22-63	42	char	narrative
64-70	7	char	serial number
71-71	1	char	bank generated transaction flag
72-83	12	char	Segment BSB & Account Number

Examples

This section illustrates examples concerning:

Example 1: To Upload DeskBank File

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This example describes how to upload DeskBank file.

1.   Select menu **Bank Reconciliation>Auto Bank Reconciliation** from the menu **General Ledger**. Select menu option **GL Westpac DeskBank Upload**. Following panel is displayed.
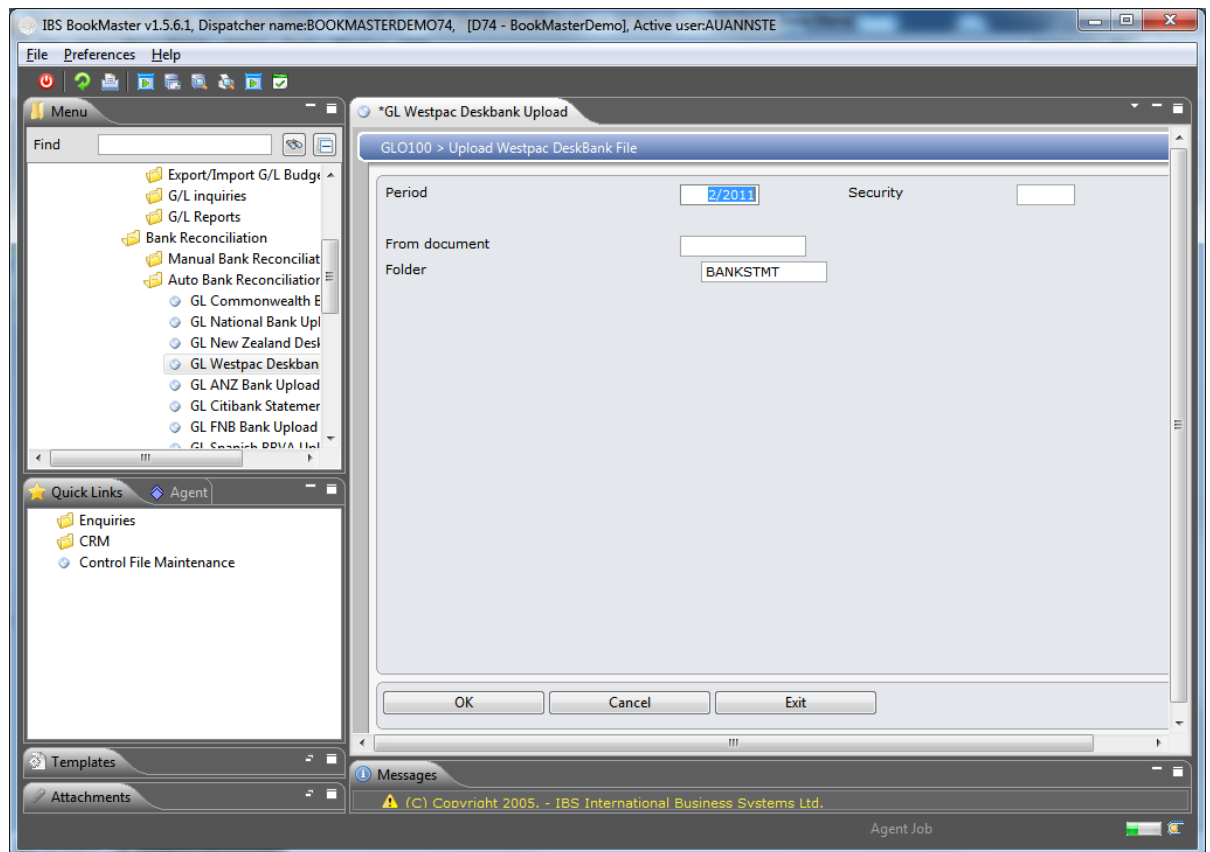
Relevant Fields

Period   The current General Ledger Accounting Period (and sales period in the Daily Sales Report) defaults from **TMSGL/PERIOD** and can be overridden. The default is updated by the month end processing routine. Posting to prior or future Periods is possible if the General Ledger Security Password is entered.

A General Ledger Security password is established in **TMSGL/SEC.**

Accounting Periods may be held open as long as required and once closed can still be accessed under strict security conditions. Transactions may be posted to an indefinite number of future periods.

Security	A security password may be entered to bypass the general ledger safeguards that prevent duplicate journal numbers as well as posting to a period other than the current Period. A separate password is required for posting to previous period as specified in control file TMSGL/SEC.
	The error message 'Valid security required for this period' displays if the user attempts to post to a prior Period with no Security Password.
From document	It is mandatory to give the document from which to upload a bank file. When uploading or downloading GL budgets, this is the folder and document path established in ********/**URL-PATH**. If this field is blank, check with the IT department that your user ID has been entered and the path created in the Control File.
Folder	This is the folder/input file name from which to upload this bank statement. The entry defaults to the bank statement folder and may be maintained.
	For example: BANKSTMT is loaded from a selected PC file (in QDLS on the E drive). The program reads from the BANKSTMT file and when there are no errors found it writes to GLBNI00P and deleted the BANKSTMT records. If the file contains any invalid records, BANKSTMT and GLBNI00P will be cleared ready to try the upload again after errors are fixed.

2. Key in all the required fields and click **OK** to confirm the selection. 'Upload completed' message is displayed. Upload is completed.