





Welcome

















This training module deals with

Accounting – Map GL Codes

RES - Semper Central Office - Version 6.1.3.2509

General Reservations Front Desk **Accounting** View Setup & Admin Stock Control Log Off

 Deposit Tracking
  Un-Invoiced Reservations
  All Reservations
  Verify Reservations
  View Casual Sales
  No Show
  Refunds
  Gratuities Management
  Commission Management
  Debtors
  **Map GL Codes**
  Day End
  Month End
  Budgets & Projections
  Reports
  Documentation

Previous Reservations Quick Quote

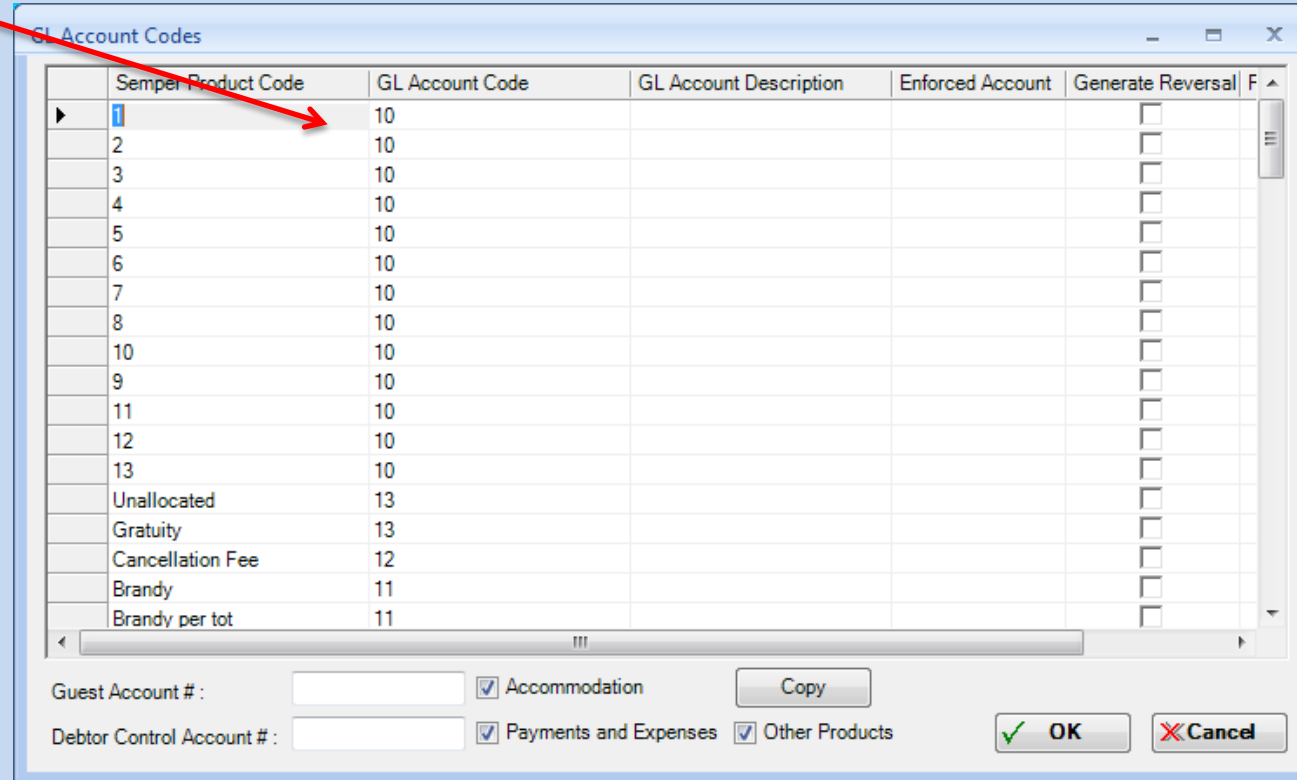
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	
	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	
Doubles 1	1	2	3	4	5	6	7	8	9	10	Test			15	16	17	18	19	20	21	22	23	24	25	26	27	August 2013		te	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12
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Suites 10	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	1	2	3	4	5	6	7	8	9	10	11	12	
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Honeymoon Suites 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	1	2	3	4	5	6	7	8	9	10	11	12	

To create a transaction mapping between Semper and Pastel, go to Accounting, **Map GL codes**.
GL Mapping must be done before any GL Reports will function.

Add a GL code to **each product**. Products which are the same product type can have the same GL code.

Add a **GL Account Description** to each product. Products which have the same **GL Code** **MUST** have the same **Description**.

The **Pastel interface** is a separate Semper Module. You can ask your local Agent for pricing and further setup instructions.



Semper Product Code	GL Account Code	GL Account Description	Enforced Account	Generate Reversal
1	10			<input type="checkbox"/>
2	10			<input type="checkbox"/>
3	10			<input type="checkbox"/>
4	10			<input type="checkbox"/>
5	10			<input type="checkbox"/>
6	10			<input type="checkbox"/>
7	10			<input type="checkbox"/>
8	10			<input type="checkbox"/>
10	10			<input type="checkbox"/>
9	10			<input type="checkbox"/>
11	10			<input type="checkbox"/>
12	10			<input type="checkbox"/>
13	10			<input type="checkbox"/>
Unallocated	13			<input type="checkbox"/>
Gratuity	13			<input type="checkbox"/>
Cancellation Fee	12			<input type="checkbox"/>
Brandy	11			<input type="checkbox"/>
Brandy per tot	11			<input type="checkbox"/>

Guest Account #: Accommodation

Debtor Control Account #: Payments and Expenses Other Products

End of training module
Accounting – Map GL Codes