

## Year End Procedure - Sage Pastel Accounting

### Purpose

This documentation will guide users through the information required in order to successfully go through the Year End procedure for Sage Pastel Accounting (Partner or Xpress) software.

### Scope

The year-end procedure itself is fully automated, and prepares your company for processing in the new financial year.

Unlike many other accounting systems, you can still post adjustments and accruals to the previous year once you have run the year-end procedure. So in effect, running the year-end is therefore not time critical, in that you can still run your year-end without waiting for all financial transactions to be done.

However, you cannot process customer sales documents and supplier purchases documents to the previous financial year. You must therefore ensure that you have processed all customer and supplier documents for the current year before running the year-end procedure. Journal and cashbook transactions/adjustments can be left for after the year-end.

Before performing the year end procedure, please take the time to read all instructions below so that the year end process can run as smoothly as possible.

### Critical Notes

Before the Year End Procedure, you need to be aware of the following:

- **Backup** - Ensure you have made at least 2 working backups of your company data - to different locations.
- **Data Integrity** - Perform a Data Integrity (verify data only) check prior to running year end to ensure your data is free from errors. Further details below.
- **Periods** - Do not change the dates of your current year periods to next year. The year-end procedure does this for you.
- **Period 13** - You can use period 13 to post next year transactions, and thereby delay the year-end procedure for up to a month at most. (Please note that period 13 is **new** available in Sage Pastel Xpress also).
- **Supervisor Access** - You have sole access to your company data and are logged into Partner as a supervisor.
- **Retained Income Account** - This account exists in your General Ledger.
- **No Open Batches Exist** - Documents 'on hold' for users who have multiple period access are not considered to be open. You must update all open batches before running the year-end procedure. However Sales Orders, Purchase Orders and Quotations processed before the year-end procedure are carried over to the next year.
- **Last Period Processing** - You have processed transaction into last period of the current financial year. If there are no transactions in the last period of the current year, the system warns you, since in all probability you should not want to run the year-end. However, you can continue if you wish to.

### IMPORTANT NOTE -

It is very difficult to predict how long the year process may take to completed as a number of variables such as, size of the data, PC hardware specifications as well as available system resources will impact on the duration of the process.

A common occurrence that tends to happen during the Year End process is that the system appears to hang when processing the **acctrm.dat** (transactions), **acchisth.dat** (history header), **acchistl.dat** (history lines) files. Please note that these files are often very large and although the system seems to not be responding it is actually processing away as intended.

It is vital that you are patient during this process as shutting Partner down forcefully (i.e. by using ctrl-alt-del) will almost certainly corrupt your company data files. Resulting in you having to restore your company backup in Step 1.

# Pastel Accounting Year End Guide 2013

**Kavous Ardalan**



## **Pastel Accounting Year End Guide 2013:**

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**United States of America Congressional Record, Proceedings and Debates of the 113th Congress Second Session Volume 160 - Part 1** , *The Penal Voluntary Sector* Philippa Tomczak, 2016-10-04 Winner of the 2017 British Society of Criminology Book Prize The penal voluntary sector and the relationships between punishment and charity are more topical than ever before In recent years in England and Wales the sector has featured significantly in both policy rhetoric and academic commentary Penal voluntary organisations are increasingly delivering prison and probation services under contract and this role is set to expand However the diverse voluntary organisations which comprise the sector their varied relationships with statutory agencies and the effects of such work remain very poorly understood This book provides a wide ranging and rigorous examination of this policy relevant but complex and little studied area It explores what voluntary organisations are doing with prisoners and probationers how they manage to undertake their work and the effects of charitable work with prisoners and probationers The author uses original empirical research and an innovative application of actor network theory to enable a step change in our understanding of this increasingly significant sector and develops the policy centric accounts produced in the last decade to illustrate how voluntary organisations can mediate the experiences of imprisonment and probation at the micro and macro levels Demonstrating how the legacy of philanthropic work and neoliberal policy reforms over the past thirty years have created a complex three tier penal voluntary sector of diverse organisations this cutting edge interdisciplinary text will be of interest to criminologists sociologists of work and industry and those engaged in the voluntary sector *Government Finance Statistics Manual 2014* Mrs.Sage De Clerck,Tobias Wickens, 2015-03-10 The 2007 09 international financial crisis underscored the importance of reliable and timely statistics on the general government and public sectors Government finance statistics are a basis for fiscal analysis and they play a vital role in developing and monitoring sound fiscal programs and in conducting surveillance of economic policies The *Government Finance Statistics Manual 2014* represents a major step forward in clarifying the standards for compiling and presenting fiscal statistics and strengthens the worldwide effort to improve public sector reporting and transparency

**Congressional Record** United States. Congress, 2014 *Sage 50 For Dummies Three e-book Bundle: Sage 50 For Dummies; Bookkeeping For Dummies and Understanding Business Accounting For Dummies* Jane Kelly,Lita Epstein,John A. Tracy, 2013-01-09 Learn everything about Sage 50 bookkeeping and business accounting with this fantastic e book bundle Sage 50 Accounts For Dummies walks you through every aspect of setting up and using Sage 50 Accounts from installing the software to running VAT returns and producing monthly and yearly accounts Packed with step by step instructions and fully illustrated with screenshots this is the easiest way to get the most from Sage 50 Accounts and take control of your business finances Bookkeeping For Dummies provides you with the easy and painless way to master this crucial art You ll be able to

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capitalist power Capitalist power the ability to control modify and sometimes limit social creation through the rights of ownership is the foundation of capital accumulation For the Hollywood film business capitalist power is about the ability of business concerns to set the terms that will shape the future of cinema For the major film distributors of Hollywood these terms include the types of films that will be distributed the number of films that will be distributed and the cinematic alternatives that will be made available to the individual moviegoer Combining theoretical analysis with detailed empirical research on the financial performance of the major Hollywood film companies the book details how Hollywood's capitalist goals have clashed with the aesthetic potentials of cinema and ultimately stymied creativity in the pursuit of limiting risk This sharp critique of the Hollywood machine provides vital reading for students and scholars of political economy political theory film studies and cinema

**On the Methodology of Financial Economics** Kavous Ardalan,2023-06-01 Utilizing a multi paradigmatic approach in considering the scientific methodology of mainstream financial economics and suggesting improvements this book identifies eleven biases of the scientific methodology of mainstream financial economics namely intellectual bias local bias fad bias ideological bias automaticity bias confirmation bias cultural bias stereotyping bias under productivity bias homogeneity bias and isolation bias

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**The SAGE Handbook of Tourism Management** Chris Cooper,Serena Volo,William C. Gartner,Noel Scott,2018-08-14 The SAGE Handbook of Tourism Management is a critical authoritative review of tourism management written by leading international thinkers and academics in the field Arranged over two volumes the chapters are framed as critical synoptic pieces covering key developments current issues and debates and emerging trends and future considerations for the field The two volumes focus in turn on the theories concepts and disciplines that underpin tourism management in volume one followed by examinations of how those ideas and concepts have been applied in the second

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