

Exercises



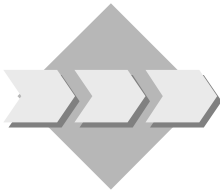
Unit: Financials

Topic: Enter Manual Journal Entries



At the conclusion of this exercise, you will be able to:

- Post manual journal entries
- Reverse a posted journal entry
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Most transactions recorded in the general ledger are generated directly from SAP Business One documents. Additionally, the accounting department can use journal entries to make manual adjustments in the general ledger.

2-1 Post a journal entry.

You want to transfer money from a different bank account to your new account at the National Bank.

Post a bank transfer with a value of **10,000** to the **National Bank (Domestic)** G/L account that you created. Use an existing bank account as an offsetting account.

Enter **Bank Transfer** as the Reference or Remarks.

2-2 Check whether the posting has been made correctly.

2-3-1 Check the balance of the **National Bank (Domestic)** account.

2-3-2 Starting from the balance display for the National Bank account, navigate to the journal entry.

2-3 Reverse a journal entry.

Reverse the journal entry you made (in step 2-1) and then check what effect this reversal has.