

CR Batch

The CR batch is a batch that is created at month end to provide you with a balance between posted A/R credits, and Interest income credits, against Write offs, and Cash in bank.

If the CR batch does not balance it is usually because while posting A/R you had some type of problem which failed to total the A/R batch. Anytime someone is posting to A/R and the report does not total at the end who ever is responsible for balancing end-of-month should be notified.

If you take all your deposits for the month they should add up to your Cash in Bank total. If they do not, start looking for a failed A/R run.

If you run an edit and it fails, don't go into that batch until you have found the problem because you can't get out till you correct it.

ME BATCH

The ME batch is a batch that is created at month end to provide you with a balance between Income, Cost, and Inventory against A/R, and Cash Clearing account.

If your ME batch is out of balance you should verify that each item you sell has a valid Product group. In product group maintenance you should always have a GL# in income. You will not always have a cost and inventory GL, however, if you have a cost GL you must also have an inventory GL.

If the ME batch fails to balance you should review the LSALES and PSALES reports. The LSALES report is where the ME batch comes from but it fails to give you GL numbers but the PSALES will provide you with the GL#'s and that is why I recommend that you review both these reports. If you have not printed PSALES & LSALES from your month end close reports, there is not an easy way for you to find them in your print spool except by going into each one and reading the title one by one. When you do find it, print it out and review it for any possible errors, something being left out at one location or left out completely. When you start looking at these reports everything will start making more sense to you.

In the company wide sales analysis by product group the cost gets posted as credit to cost and debit to inventory.

If you run an edit and it fails, don't go into that batch until you have found the problem because you can't get out till you correct the problem.