



Global 3000 Service Pack Note

Customer Maintenance- Change Branch Account Type

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Project	ZD60_000183.doc	
Version	1.0	1 of 2

INTRODUCTION

This service pack provides the ability to change a Debtors Ledger customer account from type 'branch' to type 'normal'.

Customer maintenance has been updated to allow the account type of branch accounts to be changed to type 'normal'. When this is done any transactions entered for the branch are not moved from the associated head office account and the account balance of the account (after it has been changed to account type 'normal') is zero.

It should be noted that it is not possible to change the account type from 'branch' to 'normal' if any Sales Order Processing transactions exist as these are entered against the branch account rather than the head office.

DOCUMENTATION CHANGES

Customer Maintenance – General Details

The screenshot shows a software window titled 'global-dev:24 - P2 - Customer Details' for 'Company: A1' and 'Period: 3/2005'. The window has a menu bar (File, Run, Settings, Options, Help) and a toolbar with icons for Command, N/A, Next, Home, Clear, Enquire, Delete, Insert, Abort, Move, Help, and Launch. The main area is divided into two sections: 'General Details' and a form for editing details.

Customer	Name	Postcode	EDI Account
PEAK001	Peak (Ins & Investment) Agents	GL22 7TH	PEAK (INS & INVESTS)
PHAN025	Phang Stationery Company		PHANG (HONG KONG)
PRIC010	Price & Partners	NE4 6WE	PRICE PARTNERS
QUOT001	Quotation Account		
READ001	Reading Stationery	RG1 2DL	READING STATIONERY
REPS001	Repsol Marine UK	AB12 3EG	REPSOL MARINE (UK)
SAFC001	Safco Stationery Supplies	B9 5AP	SAFCO
TUVE001	TUV Engineering Ltd	HG2 3GX	TUVENGINEERING
UNIT001	United Office Supplies	LA14 7NB	UOS(LANGHAM)
WATKO...	Geo Watkins	BN17 6QN	WATKINSLITTLEHAMPTON
WATSO...	Watsons Plc	HR1 1EG	WATSONS PLC

Below the table, the 'General Details' form includes the following fields:

- Type: Normal (dropdown)
- Head office: (empty dropdown)
- VAT Status: Normal (dropdown)
- Company registration number (CRN): (empty text box)
- Balance method: Open Item (dropdown)
- Account status: Active (dropdown)
- Account currency: GBP (dropdown) | Sterling (text box)

At the bottom of the form are several buttons: Search, Addresses, Contacts, Edi details, New, Find, Delete, Document, Letter, Notes, Actions, Amend, Apply, Close, Registration, Attributes, and Companies.

Note If the account type is 'branch' then it can be changed to type 'normal' as long as there have been no S.O.P. transactions entered for the branch.

When an account is changed from account type 'branch' to account type 'normal' any Debtors Ledger transactions entered for the branch remain with its associated head office and the account balance after the change will be zero.

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