

## **finPOWER Connect / finPOWER 5 / emPOWER / fdPOWER**

Extend Open dates for Transactions, Guide

Version 1.00

11<sup>th</sup> December 2023

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## REVISION HISTORY

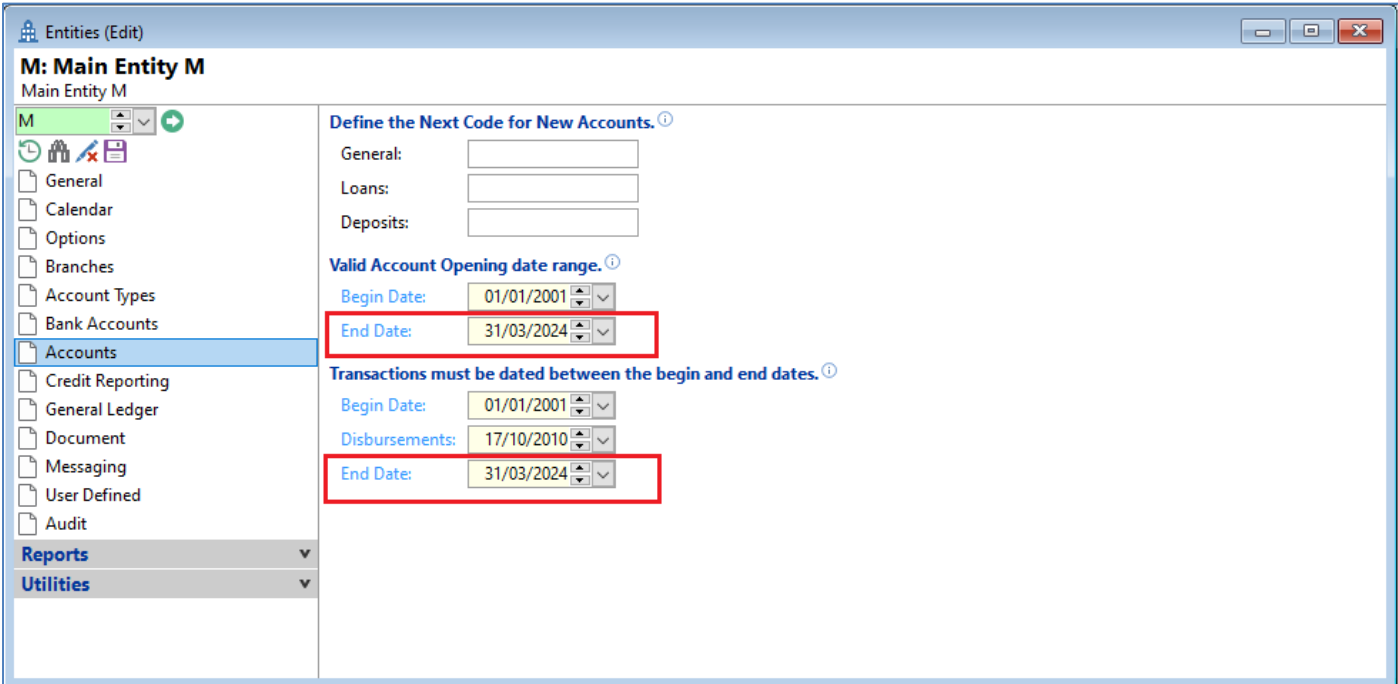
Date	Version	By	Details
11/12/2023	1.00	AC	Created

## OVERVIEW

This document covers the change of 'Open Dates'; if these are not extended you will be prevented from processing new transactions.

## FINPOWER CONNECT

1. Go to menu option Admin, Entities.
2. Select the Entity from the dropdown list and go into Edit mode by clicking the pencil .
3. In the 'Valid Account Opening date range' section update the 'End Date'.
4. In the 'Transactions must be dated between the begin and end dates' section, update the 'End Date'.
5. Click Save  to complete the process.



**Entities (Edit)**

**M: Main Entity M**  
Main Entity M

**Define the Next Code for New Accounts.**

General:   
Loans:   
Deposits:

**Valid Account Opening date range.**

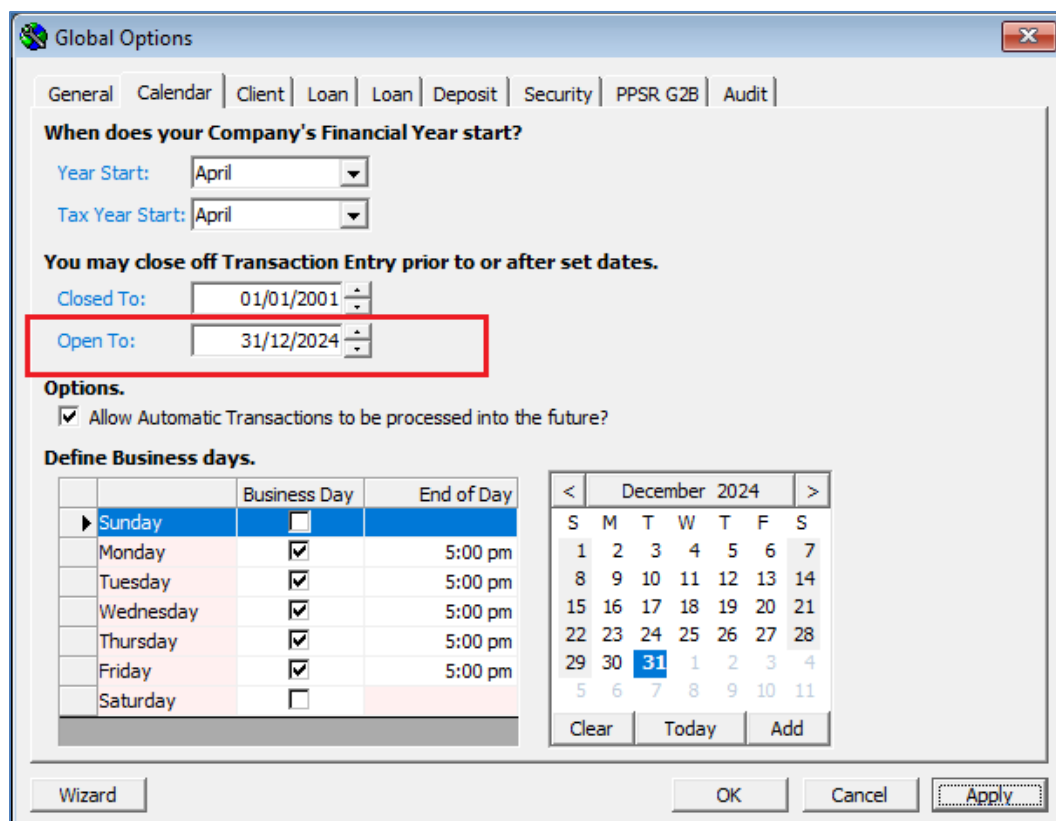
Begin Date: 01/01/2001  
End Date: 31/03/2024

**Transactions must be dated between the begin and end dates.**

Begin Date: 01/01/2001  
Disbursements: 17/10/2010  
End Date: 31/03/2024

## FINPOWER 5

1. Go to menu option Tools, Global Options.
2. Select the Calendar tab.
3. In the 'You may close off Transaction Entry prior...' section update the 'Open To' date.
4. Click 'OK' and close the screen.



**Global Options**

General | **Calendar** | Client | Loan | Loan | Deposit | Security | PPSR G2B | Audit

**When does your Company's Financial Year start?**

Year Start: April

Tax Year Start: April

**You may close off Transaction Entry prior to or after set dates.**

Closed To: 01/01/2001

**Open To: 31/12/2024**

**Options.**

☒ Allow Automatic Transactions to be processed into the future?

**Define Business days.**

	Business Day	End of Day
Sunday	<input type="checkbox"/>	
Monday	<input checked="" type="checkbox"/>	5:00 pm
Tuesday	<input checked="" type="checkbox"/>	5:00 pm
Wednesday	<input checked="" type="checkbox"/>	5:00 pm
Thursday	<input checked="" type="checkbox"/>	5:00 pm
Friday	<input checked="" type="checkbox"/>	5:00 pm
Saturday	<input type="checkbox"/>	

December 2024

S	M	T	W	T	F	S
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

Clear Today Add

Wizard OK Cancel **Apply**

## EMPOWER

1. Go to menu option Tools, Global Options.
2. Select the Calendar tab.
3. In the 'General Ledger' section update the 'Open To' date.
4. You may also need to add in another Year. Do this by clicking the 'Insert Year at End' button.
5. Click 'OK' and close the screen.

**Global Options**

General | **Calendar** | Tax | GL/Cash Book | Branch/Dept | Stock | Defaults | User Defined | Jobs | Fixed Assets | Audit

**General Ledger.**

Closed To: 01/04/2014

**Open To: 31/03/2024**

Current:

☐ Enforce General Ledger dates

**Accounts Payable.**

Closed To: 01/04/2014

Current:

**Accounts Receivable.**

Closed To: 01/04/2014

Current:

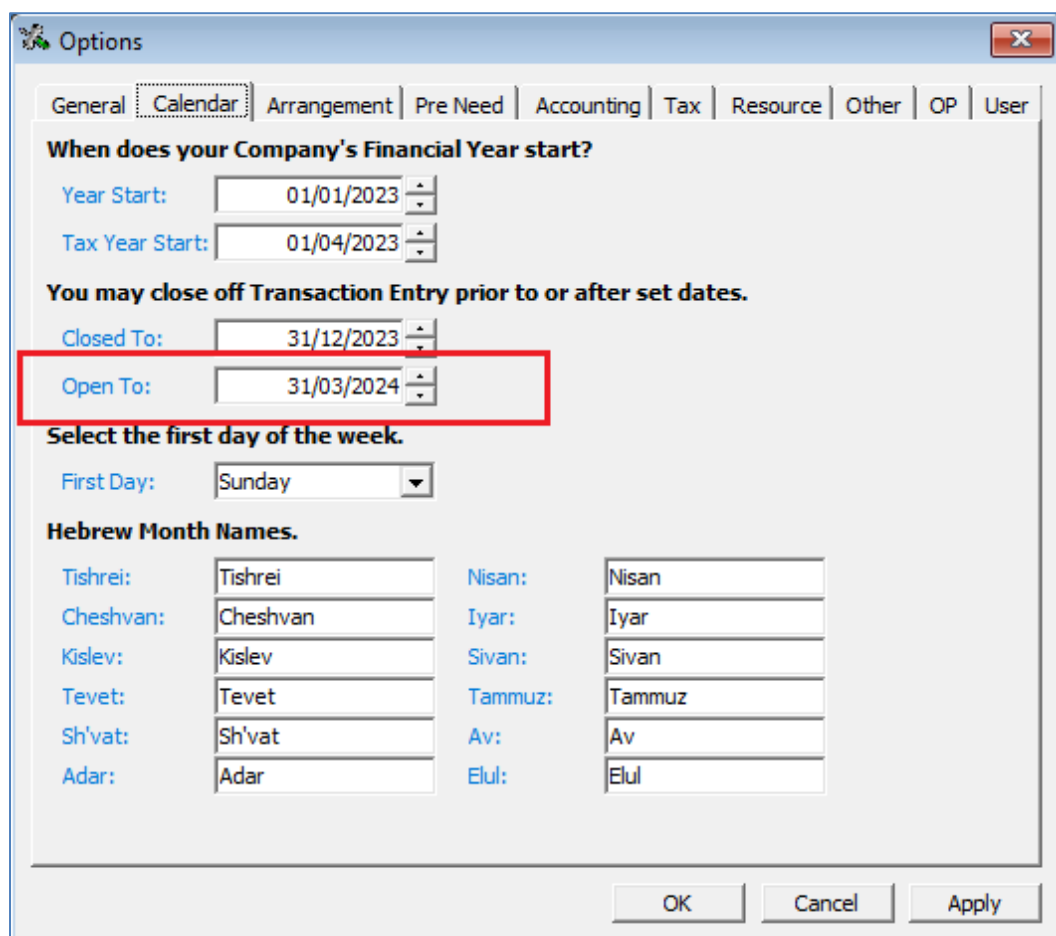
Year	Start Date	End Date
2014	01/04/2013	31/03/2014
2015	01/04/2014	31/03/2015
2016	01/04/2015	31/03/2016
2017	01/04/2016	31/03/2017
2018	01/04/2017	31/03/2018
2019	01/04/2018	31/03/2019
2020	01/04/2019	31/03/2020
2021	01/04/2020	31/03/2021
2022	01/04/2021	31/03/2022
2023	01/04/2022	31/03/2023
▶ 2024	01/04/2023	31/03/2024

Insert Year at Start | **Insert Year at End**

OK Cancel Apply

## FDPOWER

1. Go to menu option Tools, Options.
2. Select the Calendar tab.
3. Adjust the dates in the 'When does your Company's Financial Year start' section if necessary.
4. Adjust the dates in the 'You may close off Transaction Entry prior to or after set dates' section if necessary, particularly the 'Open To' date.
5. Click 'OK' and close the screen.



The screenshot shows the 'Options' dialog box with the 'Calendar' tab selected. The 'Open To' date field is highlighted with a red rectangle.

**Options**

General **Calendar** Arrangement Pre Need Accounting Tax Resource Other OP User

**When does your Company's Financial Year start?**

Year Start: 01/01/2023

Tax Year Start: 01/04/2023

**You may close off Transaction Entry prior to or after set dates.**

Closed To: 31/12/2023

**Open To: 31/03/2024**

**Select the first day of the week.**

First Day: Sunday

**Hebrew Month Names.**

Tishrei:	Tishrei	Nisan:	Nisan
Cheshvan:	Cheshvan	Iyar:	Iyar
Kislev:	Kislev	Sivan:	Sivan
Tevet:	Tevet	Tammuz:	Tammuz
Sh'vat:	Sh'vat	Av:	Av
Adar:	Adar	Elul:	Elul

OK Cancel Apply