SAP Business One Brief

The G/L account amount of F/S monthly must be the same as the monthly balance of the Sub Ledger, and each accounting department staff must check regularly to see if it is the same.

Module	Core	Add-On	Remarks
G/L (General Ledger)	▪ **Journal Vouchers** ▪ **Journal Entry -> G/L, Trial Balance** ▪ **F/S Report Templates -> F/S (B/S, P/L, M/S)**	▪ ESS - Expenses, Credit Card	➢ GW(GroupWare) Interface
A/R (Account Receivable)	▪ **A/R Down Payment Request** ▪ **A/R Invoice** ▪ **A/R Credit Memo** ▪ **A/R Aging Report**		
A/P (Account Payable)	▪ **A/P Down Payment Request** ▪ **A/P Invoice** ▪ **A/P Reserve Invoice** ▪ **A/P Credit Memo** ▪ **A/P Aging Report**		
Inventory / Cost	▪ **Delivery, Return** ▪ **Goods Receipt PO, Goods Return** ▪ **Inventory Transactions: Goods Receipt/Issue, Inventory Counting -> Posting** ▪ **Inventory Audit Report: Inventory Ledger**	▪ 『**Actual Cost Run**』 ▪ **Inventory In & Out Report : Actual** ▪ 『**Profit and loss distribution**』 ▪ **Total Cost Report**	➢ Adjust the standard cost incurred during the month to the actual cost at the end of the month. ➢ 'Actual' cost by item ➢ P/L by item group/customer/item
Fixed Assets	▪ **A/P Invoice** ▪ **F/A Master, Capitalization Date, APC, NBV** ▪ **Depreciation Run** ▪ **Asset History Sheet**		
Tax	▪ **Sales Tax** ▪ **Use Tax**		
Banking	▪ **Incoming Payments** ▪ **Outgoing Payments**		➢ Bank Reconciliation
HR (Human Resource)		▪ **ADP System** ▪ **Attendance** ▪ **Payroll**	

General Ledger / _Sub Ledger_