

Article # 1080

Technical Note: Common Errors encountered during Journal Entry Import into AccountMate

Difficulty Level: Beginner Level AccountMate User

Version(s) Affected: AccountMate 7 for SQL and Express
AccountMate 6.5 for SQL and MSDE
AccountMate 6.5 for LAN

Module(s) Affected: GL

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DESCRIPTION

The purpose of this document is to provide a quick reference for resolving problems which may be encountered when importing journal entries into AccountMate. Normally, errors occur when the import text lines violate certain parameters. For a detailed discussion on the required parameters, refer to the AccountMate Online Help or Electronic Manual.

Below is a discussion on how to troubleshoot the most common errors that could come up when importing journal entries into AccountMate.

SOLUTION(s)

Transaction Date is Empty

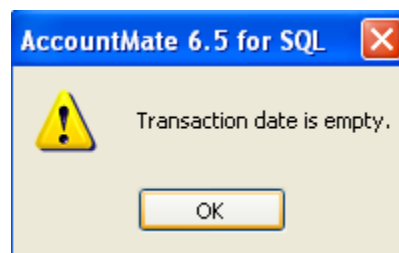


Figure 1: Transaction Date is Empty

Verify that you are using the correct date format in your text file (e.g. mm-dd-yyyy). The date format should be identical to the format defined in the Company Setup (Administrator program).

Invalid Journal ID [XXXX]

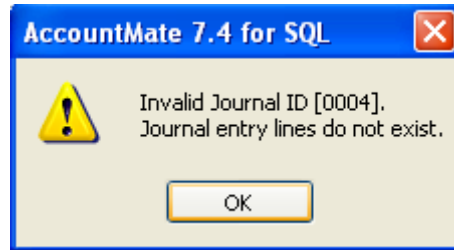


Figure 2: Invalid Journal ID

This error could mean any one of the following four issues exists. Verify:

1. That you placed a comma right after the asterisk in each header line of the import text file.
2. That the journal entry ID (JEID) in the header file matches the JEID in the corresponding detail lines.
3. That you have placed the journal entry ID in the header line in the correct position as required by the system.
4. That you have placed the journal entry ID in the detail line in the correct position as required by the system.

Journal ID [xxxx] is Out of Balance by XXXX

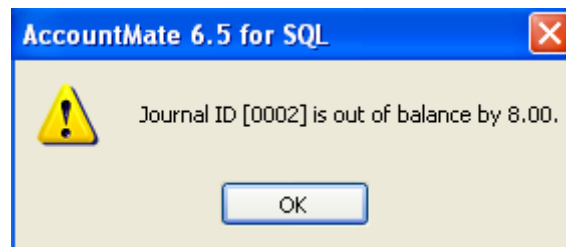


Figure 3: Journal ID is Out of Balance

Check that the sum of the debits and credits are in balance in the detail lines for each of your journal entry IDs in the text file. The sample text lines below will cause this type of error.

```
* ,0002,Pay June30 Liability Insurance, Liab. Ins. ,07/31/2008,08/30/2008,2317.00  
0002,220252-000-00,Pay Liability Insurance, Liab. Insur. ,2317.00,0  
0002,220252-000-00,Pay Liability Insurance, Liab. Insur. ,0,2309.00
```

Notice that the credit amount for JEID 0002 on the detail line is not in balance with the debit amount.

Transaction Date XX/XX/XXXX is not defined in the Fiscal Period Table

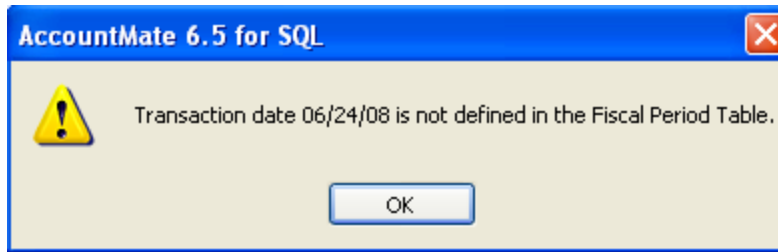


Figure 4: Transaction Date Not Defined in Fiscal Period Table

The system cannot match the transaction date in the text file with any of the values set in the Fiscal Period table. A variation of this error reads like this: "RJE date XX/XX/XXXX is not defined in the Fiscal Period Table". The latter error message occurs when the reversing date in your import file does not match any value in the Fiscal Period table. Verify whether you have specified the correct transaction or reversing date, as the case may be.

Account ID [XXX-XXX-XX] does not exist

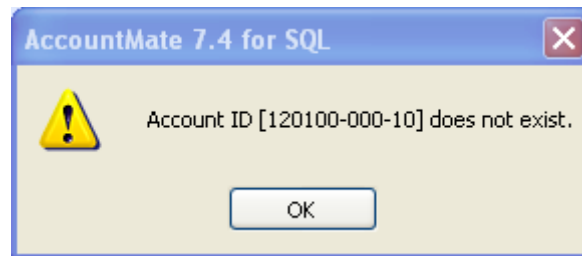


Figure 5: Account ID Does Not Exist

The GL Account IDs you specified in the detail lines of your text file must exist in the system. Verify if the GL Account IDs exist in the Chart of Accounts Maintenance function; if not, you must either set up the GL account ID referred to by the error message or replace it with a valid one.

If you are using AccountMate 7 for SQL, the required parameter for the header line includes the Reversing Date and Currency Code; although optional, these fields should be properly indicated by a comma after the JE Transaction Date.

This discussion provides information to help you understand the required parameters for header and detail text lines so as to avoid common errors you might encounter in Journal Entry Import.

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