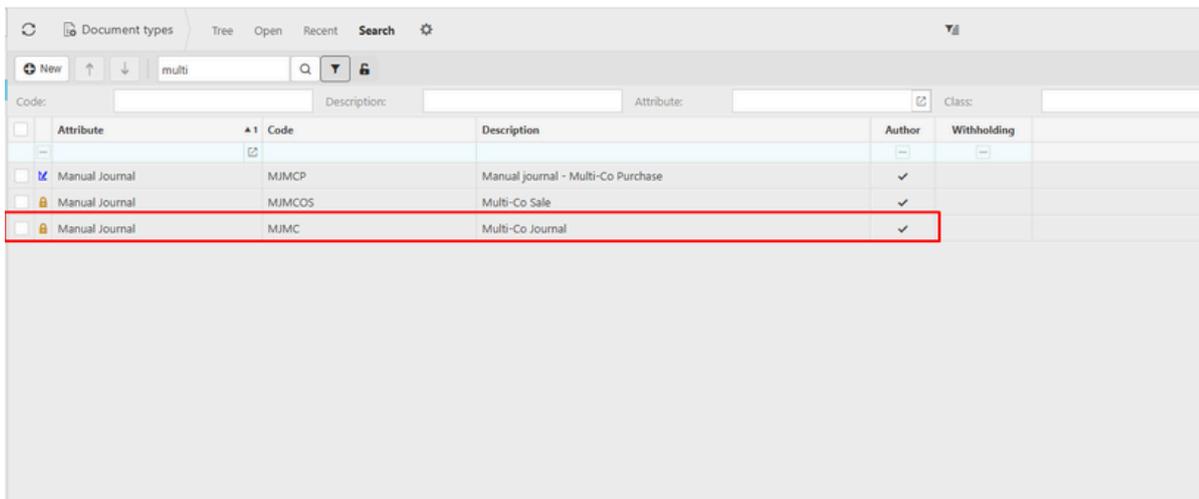


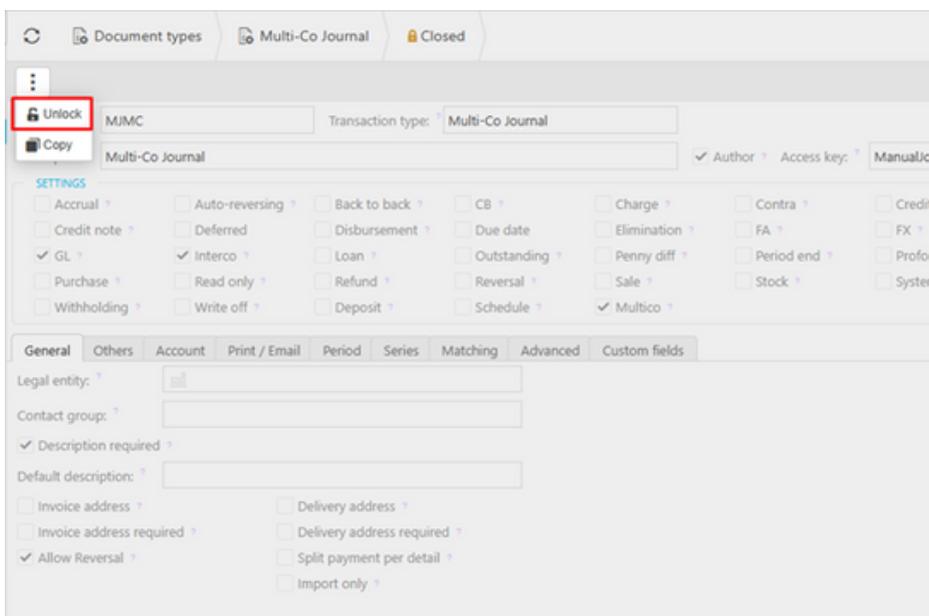
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Set-up

1. Enable the **Multi-Co Journal document type**. Within the document types area of iplicit search for Multi-Co Journal



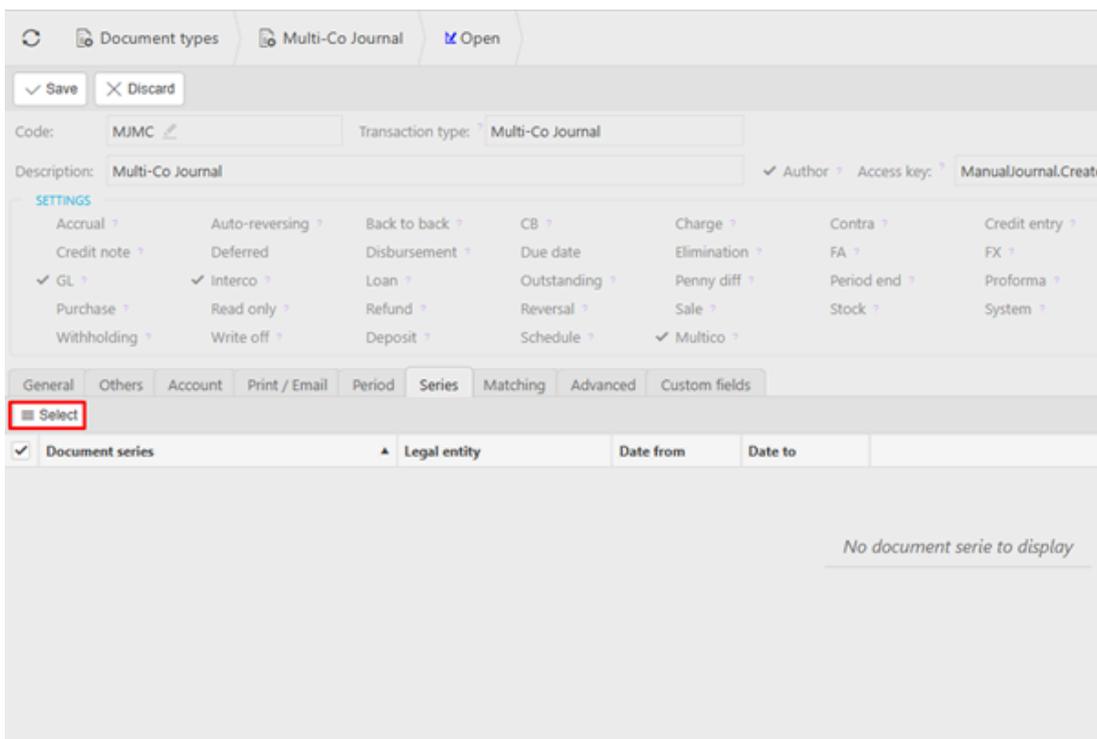
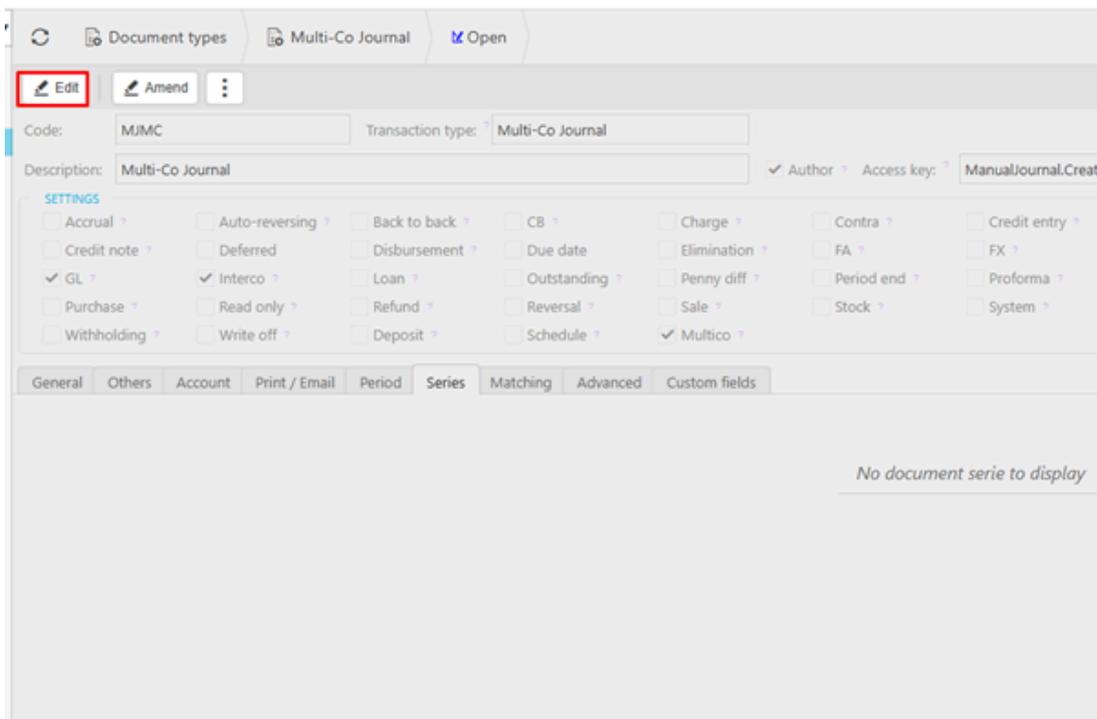
Go into the Multi-Co Journal document type and unlock it.



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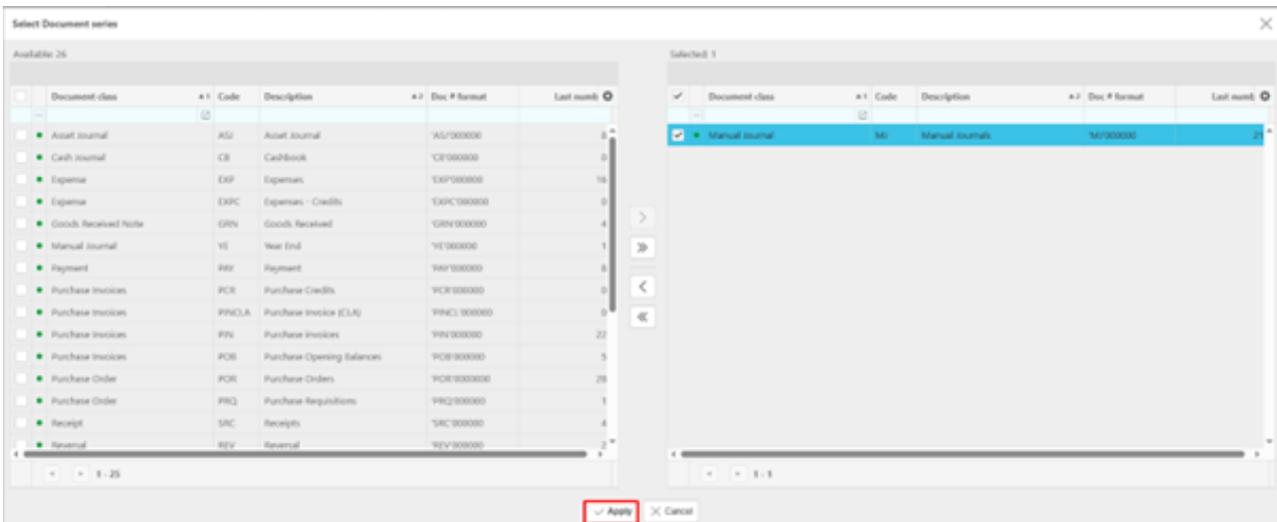
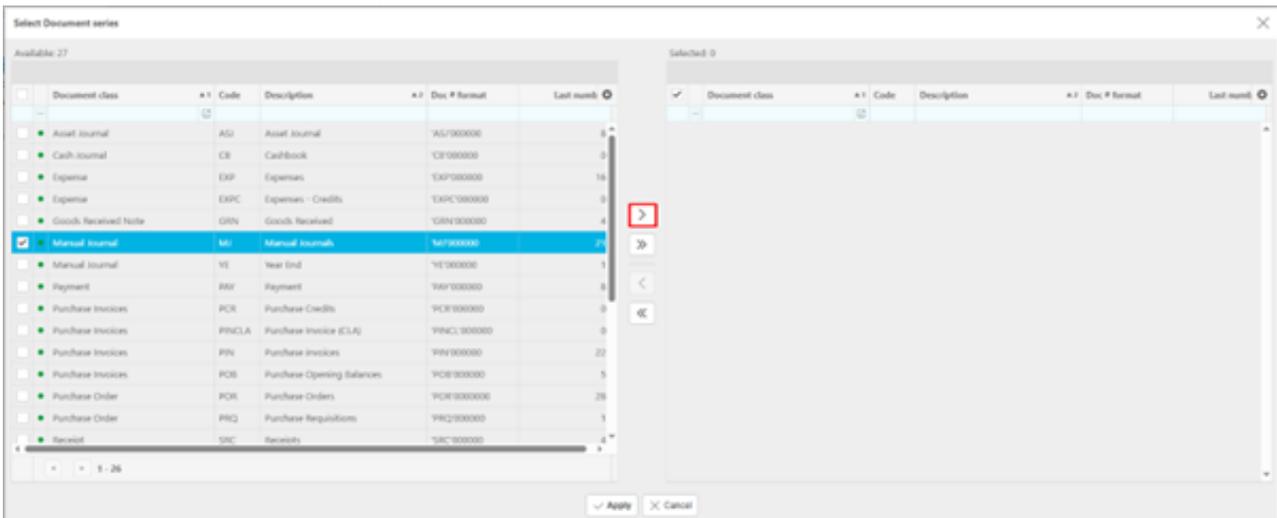


Go into the series tab of the document type, click on edit and then the select button.



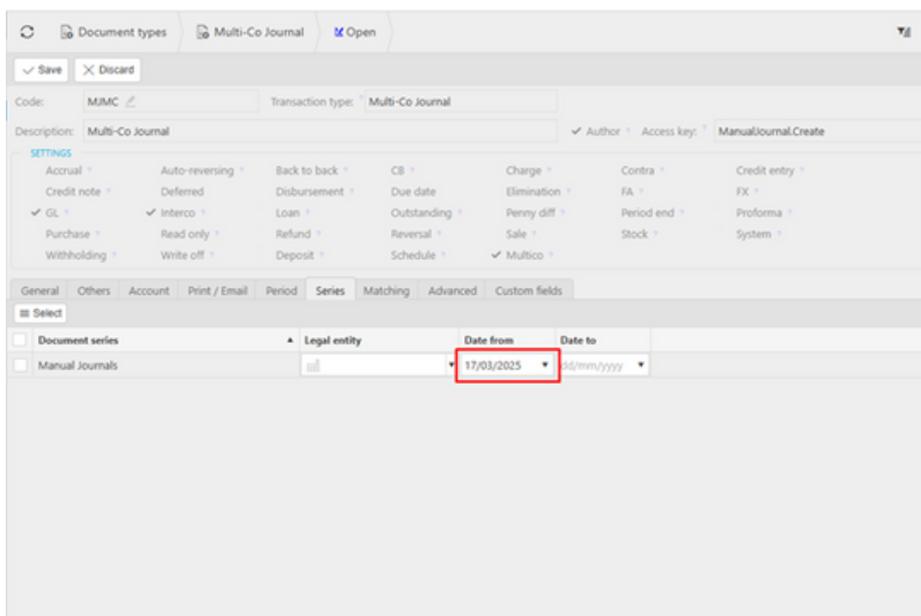
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Find an appropriate document series (we suggest Manual Journals), click on the right arrow to select it and click apply.



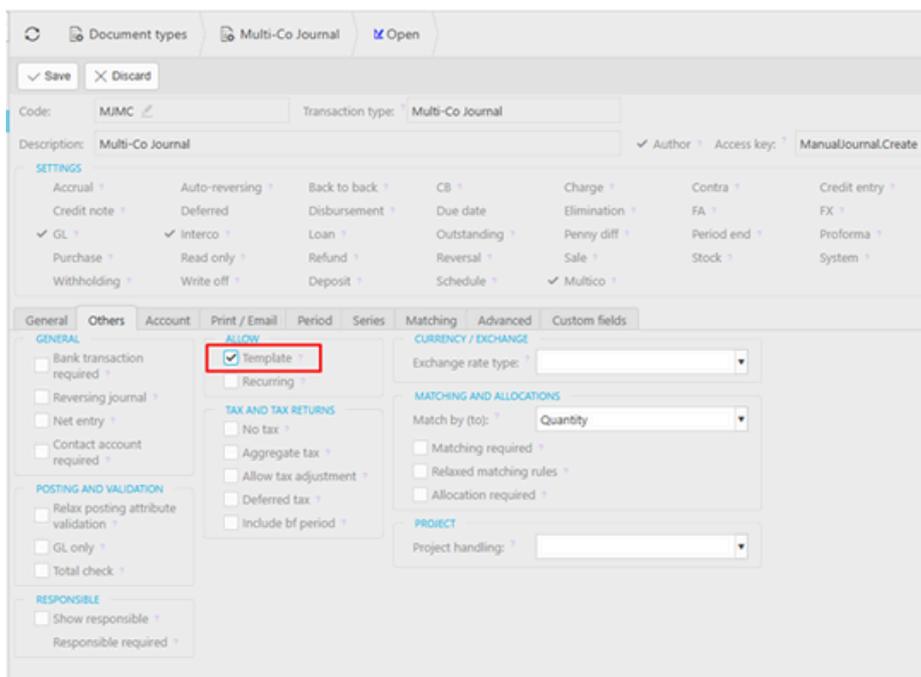
The series should now be shown in the document type. (Note that if you wish to back date Multi-co Journals then edit the date from field to a date before the date you are back dating your journals to).

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The screenshot shows the 'Multi-Co Journal' document type configuration. At the top, there are tabs for 'Document types', 'Multi-Co Journal', and 'Open'. Below this, there are 'Save' and 'Discard' buttons. The 'Code' is 'MIMC' and the 'Transaction type' is 'Multi-Co Journal'. The 'Description' is 'Multi-Co Journal'. There are several 'SETTINGS' sections with various options like 'Accrual', 'Auto-reversing', 'Back to back', etc. At the bottom, there is a table with columns 'Document series', 'Legal entity', 'Date from', and 'Date to'. The 'Date from' field is highlighted with a red box and contains the value '17/03/2025'.

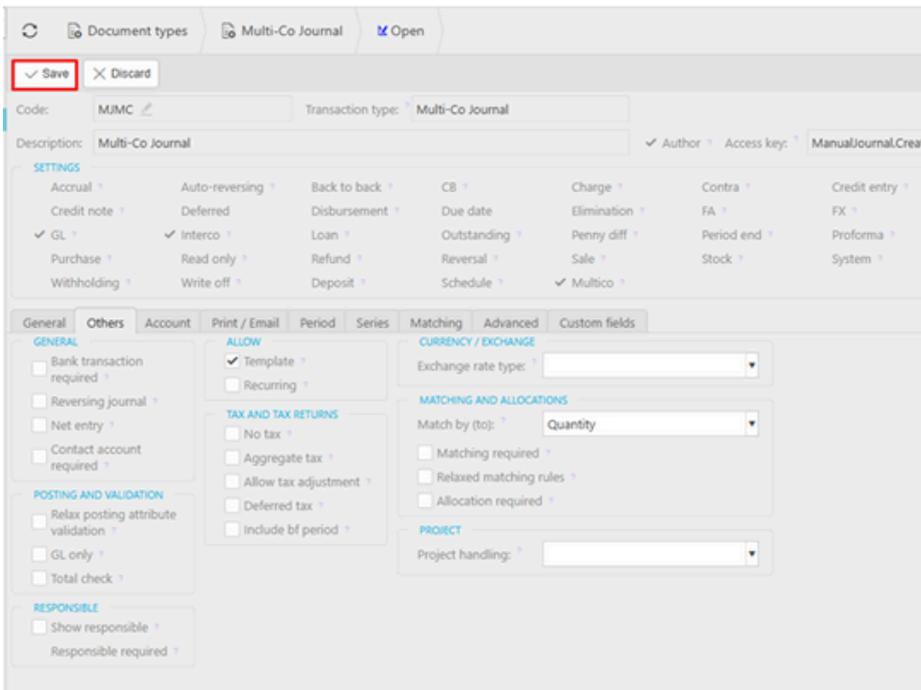
It can be useful to create templates for Multi-co Journals if you create similar journals regularly. If this is the case, then go to the others tab of the document type and select the template tick box.



The screenshot shows the 'Multi-Co Journal' document type configuration, specifically the 'Others' tab. The 'Template' checkbox is checked and highlighted with a red box. Other sections include 'GENERAL', 'POSTING AND VALIDATION', 'RESPONSIBLE', 'CURRENCY / EXCHANGE', 'MATCHING AND ALLOCATIONS', and 'PROJECT'.

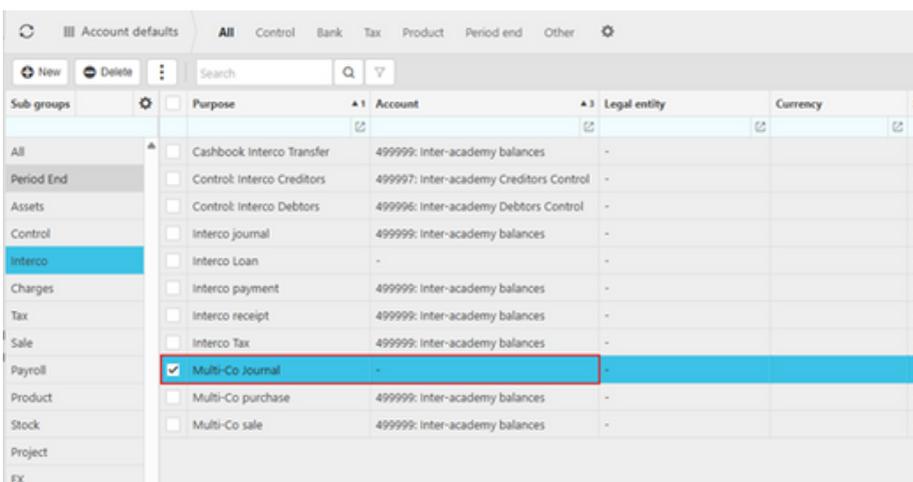
Click on the save button to save the changes.

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Reload iplicit so that the new document type is available for selection.

2. Select the default chart of account code for Multi-Co Journal. Go into Account Defaults and find the Multi-Co Journal account default.



Sub groups	Purpose	Account	Legal entity	Currency	St
All	Cashbook Interco Transfer	499999: Inter-academy balances	-		-
Period End	Control: Interco Creditors	499997: Inter-academy Creditors Control	-		-
Assets	Control: Interco Debtors	499996: Inter-academy Debtors Control	-		-
Control	Interco journal	499999: Inter-academy balances	-		-
Interco	Interco Loan	-	-		-
Charges	Interco payment	499999: Inter-academy balances	-		-
Tax	Interco receipt	499999: Inter-academy balances	-		-
Sale	Interco Tax	499999: Inter-academy balances	-		-
Payroll	<input checked="" type="checkbox"/> Multi-Co Journal	-	-		-
Product	Multi-Co purchase	499999: Inter-academy balances	-		-
Stock	Multi-Co sale	499999: Inter-academy balances	-		-
Project					
FX					

Double click on the Multi-Co Journal and select an Intercompany chart of account code and click create.

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Account defaults | Create new account defaults | Open

Create X Discard

You are creating an environment account setting.

PURPOSE
Purpose: Multi-Co Journal

DESTINATION
Account: [Red X] [Refresh]

SELECTION CRITERIA
Legal Entity: [] Currency: []

499996: Inter-academy Debtors Control 499996
499997: Inter-academy Creditors Control 499997
499999: Inter-academy balances 499999

Account defaults | Create new account defaults | Open

Create X Discard

You are creating an environment account setting.

PURPOSE
Purpose: Multi-Co Journal

DESTINATION
Account: 499999: Inter-academy balances

SELECTION CRITERIA
Legal Entity: [] Currency: []

POSTING RULES

Attribute	Default value	Required	Fixed	Default setting
<input checked="" type="checkbox"/> InterCo	[]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	[]
<input checked="" type="checkbox"/> Tax Band	Not applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	[]

Click on the refresh symbol and this should now be displayed in account defaults.

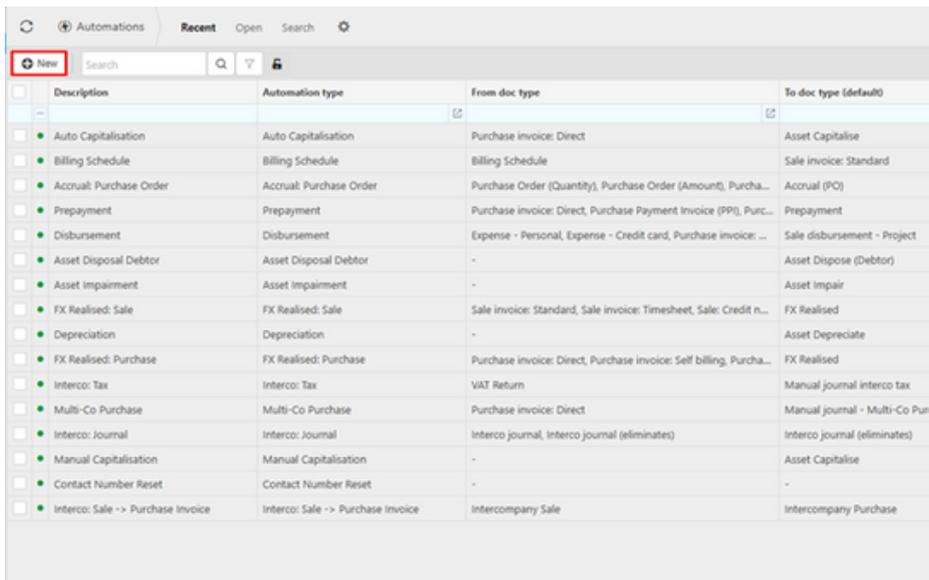
Account defaults | All | Control | Bank | Tax | Product | Period end | Other

New Delete Search

Sub groups	Purpose	Account	Legal entity	Currency	St
All	1 items selected (1 items are not in view)				
Period End	<input type="checkbox"/> Cashbook Interco Transfer	499999: Inter-academy balances	-		-
Assets	<input type="checkbox"/> Control: Interco Creditors	499997: Inter-academy Creditors Control	-		-
Control	<input type="checkbox"/> Control: Interco Debtors	499996: Inter-academy Debtors Control	-		-
Interco	<input type="checkbox"/> Interco journal	499999: Inter-academy balances	-		-
Charges	<input type="checkbox"/> Interco Loan	-	-		-
Tax	<input type="checkbox"/> Interco payment	499999: Inter-academy balances	-		-
Sale	<input type="checkbox"/> Interco receipt	499999: Inter-academy balances	-		-
Payroll	<input type="checkbox"/> Interco Tax	499999: Inter-academy balances	-		-
Product	<input type="checkbox"/> Multi-Co Journal	499999: Inter-academy balances	-		-
Stock	<input type="checkbox"/> Multi-Co purchase	499999: Inter-academy balances	-		-
Project	<input type="checkbox"/> Multi-Co sale	499999: Inter-academy balances	-		-
FX					
Bank					

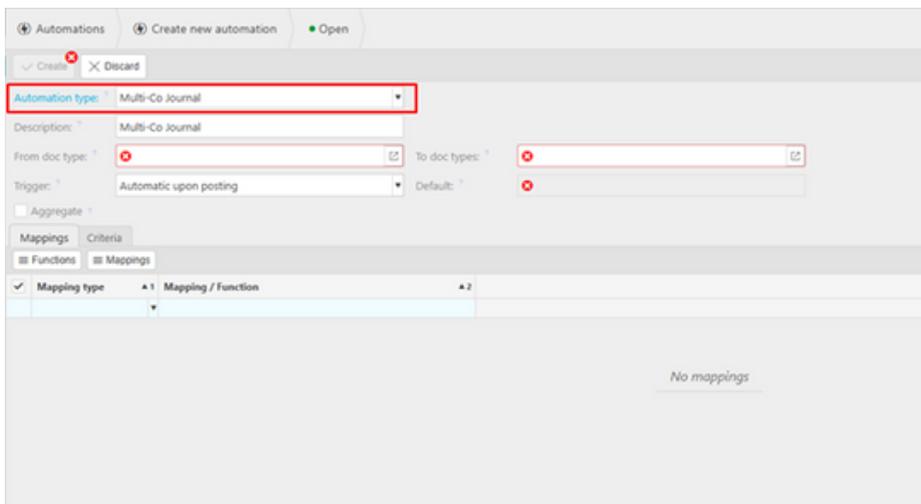
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3. Add Multi-Co Journal Automation. Go into Automations and click on the new button.



Description	Automation type	From doc type	To doc type (default)
Auto Capitalisation	Auto Capitalisation	Purchase invoice: Direct	Asset Capitalise
Billing Schedule	Billing Schedule	Billing Schedule	Sale invoice: Standard
Accrual: Purchase Order	Accrual: Purchase Order	Purchase Order (Quantity), Purchase Order (Amount), Purcha...	Accrual (PC)
Prepayment	Prepayment	Purchase invoice: Direct, Purchase Payment Invoice (PPI), Purc...	Prepayment
Disbursement	Disbursement	Expense - Personal, Expense - Credit card, Purchase invoice: ...	Sale disbursement - Project
Asset Disposal Debtor	Asset Disposal Debtor	-	Asset Dispose (Debtor)
Asset Impairment	Asset Impairment	-	Asset Impair
FX Realised: Sale	FX Realised: Sale	Sale invoice: Standard, Sale invoice: Timesheet, Sale: Credit n...	FX Realised
Depreciation	Depreciation	-	Asset Depreciate
FX Realised: Purchase	FX Realised: Purchase	Purchase invoice: Direct, Purchase invoice: Self billing, Purcha...	FX Realised
Intercio: Tax	Intercio: Tax	VAT Return	Manual journal interco tax
Multi-Co Purchase	Multi-Co Purchase	Purchase invoice: Direct	Manual journal - Multi-Co Purc
Intercio: Journal	Intercio: Journal	Intercio journal, Intercio journal (eliminates)	Intercio journal (eliminates)
Manual Capitalisation	Manual Capitalisation	-	Asset Capitalise
Contact Number Reset	Contact Number Reset	-	-
Intercio: Sale -> Purchase Invoice	Intercio: Sale -> Purchase Invoice	Intercompany Sale	Intercompany Purchase

Select Automation Type as Multi-Co Journal.



Automation type: Multi-Co Journal

Description: Multi-Co Journal

From doc type: [Redacted] To doc types: [Redacted]

Trigger: Automatic upon posting Default: [Redacted]

Aggregate: []

Mappings: Criteria

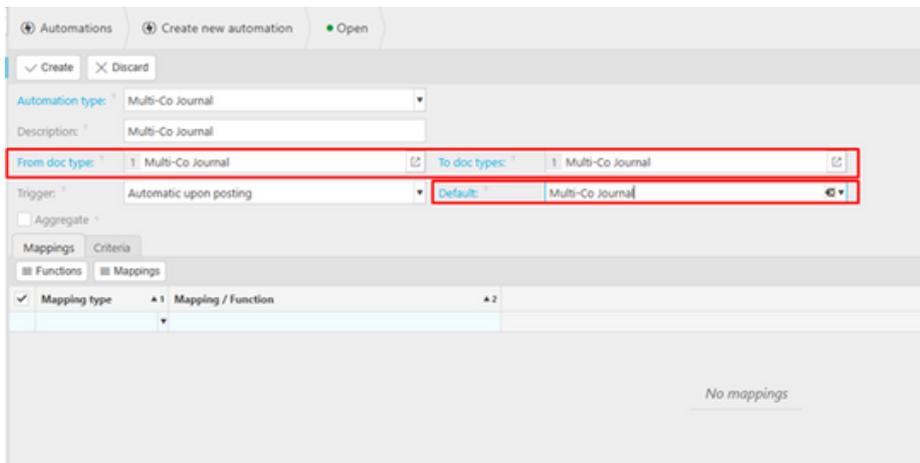
Functions: Mappings

Mapping type	Mapping / Function
1	
2	

No mappings

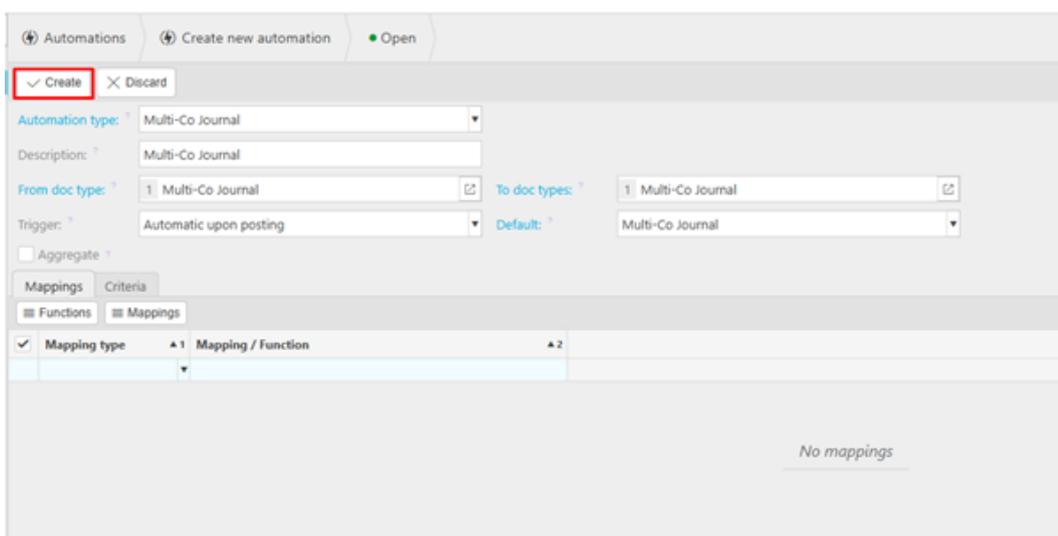
Select the From and To Doc types and the default as the Multi-co Journal that you have just enabled.

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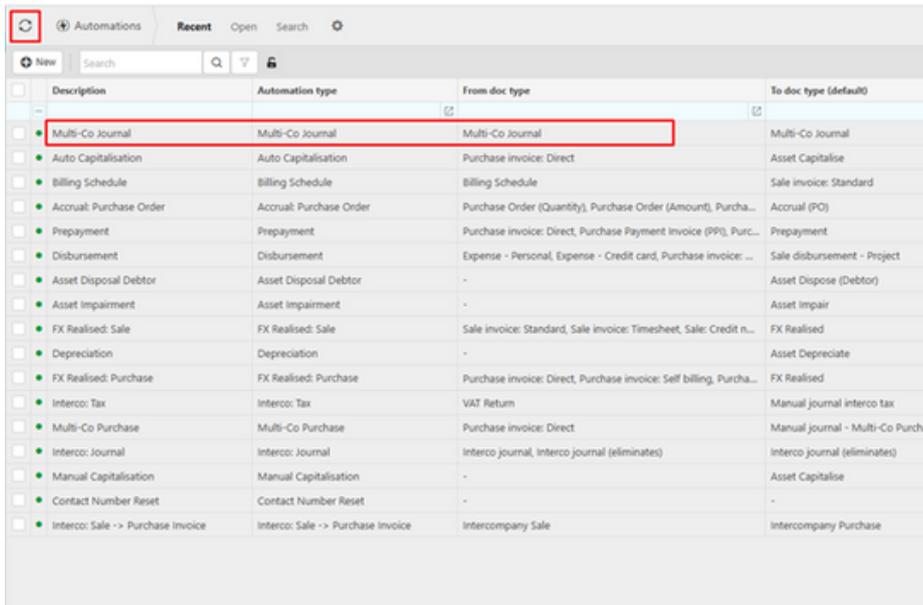
It is suggested that you keep the trigger set to Automatic upon posting which will ensure the Multi-Co linked Journals are created as soon as you enter the source Multi-Co Journal, but this can be changed if an alternative method is preferred.

Click on the create button to add the automation



Click on the refresh button to check that the automation has been created.

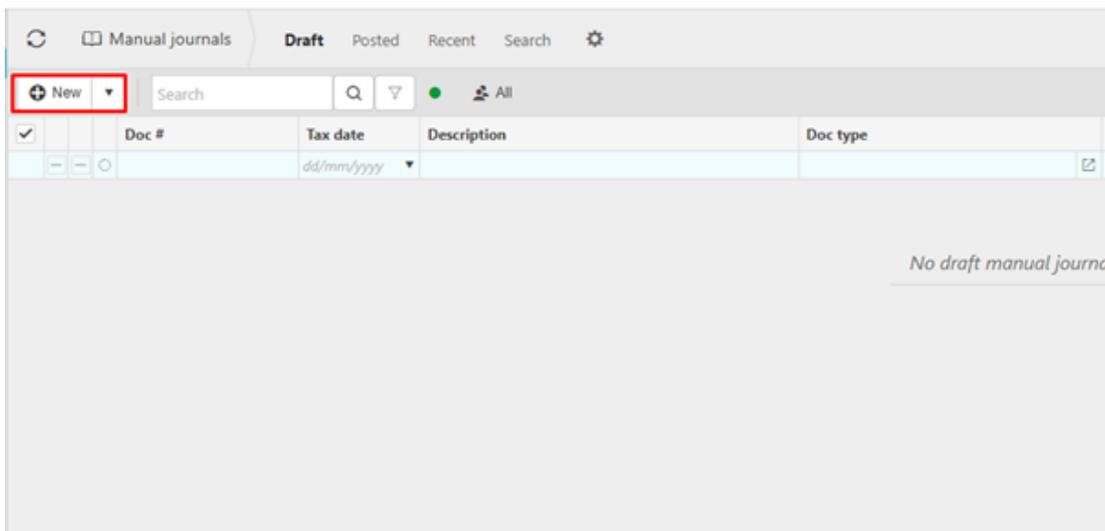
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Description	Automation type	From doc type	To doc type (default)
Multi-Co Journal	Multi-Co Journal	Multi-Co Journal	Multi-Co Journal
Auto Capitalisation	Auto Capitalisation	Purchase invoice: Direct	Asset Capitalise
Billing Schedule	Billing Schedule	Billing Schedule	Sale invoice: Standard
Accrual: Purchase Order	Accrual: Purchase Order	Purchase Order (Quantity), Purchase Order (Amount), Purcha...	Accrual (PO)
Prepayment	Prepayment	Purchase invoice: Direct, Purchase Payment Invoice (PPI), Purc...	Prepayment
Disbursement	Disbursement	Expense - Personal, Expense - Credit card, Purchase invoice: ...	Sale disbursement - Project
Asset Disposal Debtor	Asset Disposal Debtor	-	Asset Dispose (Debtor)
Asset Impairment	Asset Impairment	-	Asset Impair
FX Realised: Sale	FX Realised: Sale	Sale invoice: Standard, Sale invoice: Timesheet, Sale: Credit n...	FX Realised
Depreciation	Depreciation	-	Asset Depreciate
FX Realised: Purchase	FX Realised: Purchase	Purchase invoice: Direct, Purchase invoice: Self billing, Purcha...	FX Realised
Interco: Tax	Interco: Tax	VAT Return	Manual journal interco tax
Multi-Co Purchase	Multi-Co Purchase	Purchase invoice: Direct	Manual journal - Multi-Co Purcha
Interco: Journal	Interco: Journal	Interco journal, Interco journal (eliminates)	Interco journal (eliminates)
Manual Capitalisation	Manual Capitalisation	-	Asset Capitalise
Contact Number Reset	Contact Number Reset	-	-
Interco: Sale -> Purchase Invoice	Interco: Sale -> Purchase Invoice	Intercompany Sale	Intercompany Purchase

Process

Go into Manual Journals and select the new button (Or you can select new from template if you have previously created document templates for this).

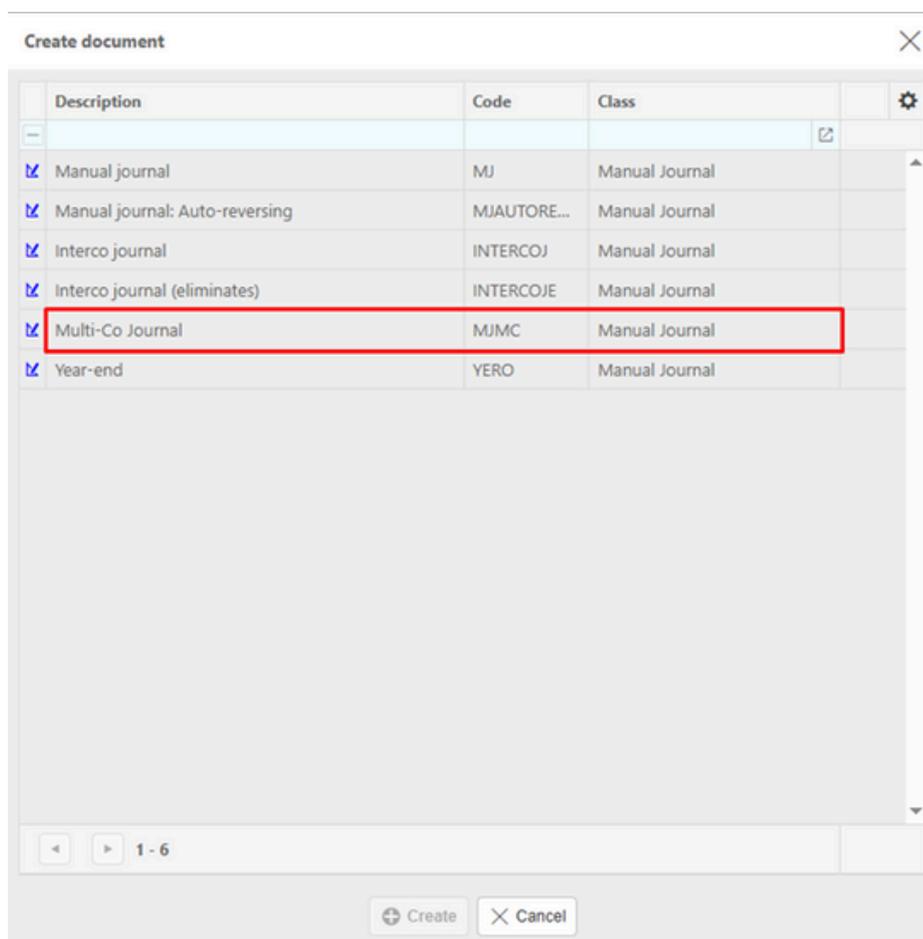


Doc #	Tax date	Description	Doc type
	dd/mm/yyyy		

No draft manual journals

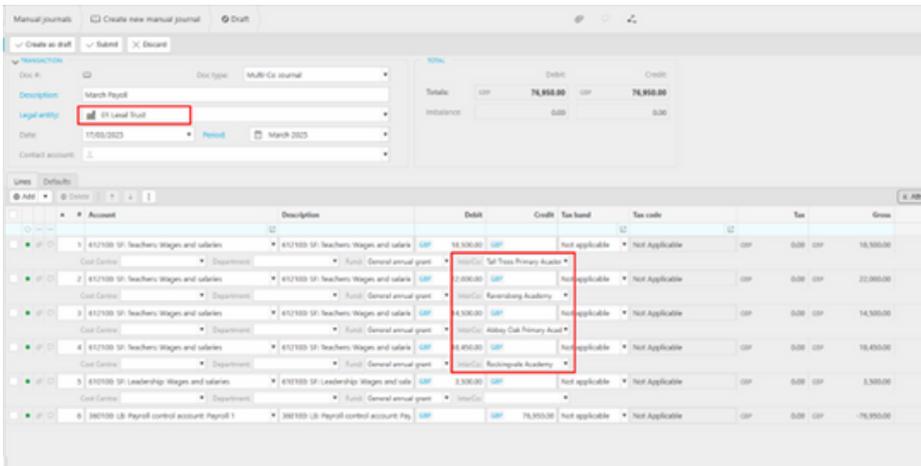
Select the Multi-Co Journal document type.

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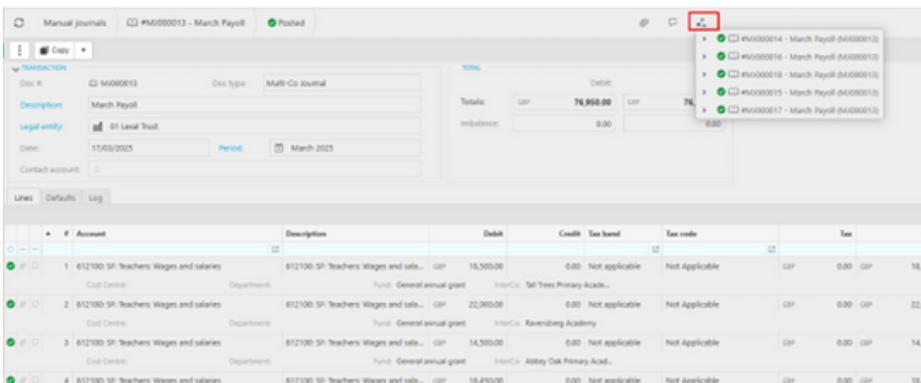


Complete the journal ensuring that the Legal Entity is entered as the Primary Legal Entity. The InterCo attribute on each line of the journal should be completed with the Legal Entity that you want to recharge. Note that this can be left blank for any amounts going to the Primary Legal Entity where a recharge is not required.

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Submit the journal and click on the links button at the top of the journal. This will show the recharge multi-co journals that have been created from this journal.



Click on the journals to review the postings that have been made. The double entry shown will be between the lines that have been posted with an interco attribute and the intercompany default chart of account code set in step 2 above.

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Manual journals #M000014 - March Payroll (M000013) Posted

TRANSACTION

Doc # M000014 Doc type Multi-Co Journal

Description March Payroll (M000013)

Legal entity Ravensberg Academy

Date 17/03/2025 Period March 2025

Contact account

TOTAL		Debit	Credit
Totals:	GBP 22,000.00	GBP 22,000.00	
Imbalance:	0.00	0.00	

#	Account	Description	Debit	Credit	Tax band	Tax code	Tax	Gross
1	612100 SF: Teachers: Wages and salaries	612100 SF: Teachers: Wages and sala...	GBP 22,000.00	0.00	Not applicable	Not Applicable	GBP 0.00	GBP 22,000.00
2	499999 Inter-academy balances	499999 Inter-academy balances	0.00	GBP 22,000.00	Not applicable	Not Applicable	GBP 0.00	GBP -22,000.00

A journal will be shown for each Legal Entity that is being re-charged along with a journal to the primary legal entity to take the amounts for the other Legal Entities out of this legal entity.

Manual journals #M000018 - March Payroll (M000013) Posted

TRANSACTION

Doc # M000018 Doc type Multi-Co Journal

Description March Payroll (M000013)

Legal entity O1 Legal Trust

Date 17/03/2025 Period March 2025

Contact account

TOTAL		Debit	Credit
Totals:	GBP 73,450.00	GBP 73,450.00	
Imbalance:	0.00	0.00	

#	Account	Description	Debit	Credit	Tax band	Tax code	Tax	Gross
1	612100 SF: Teachers: Wages and salaries	612100 SF: Teachers: Wages and sala...	0.00	GBP 18,500.00	Not applicable	Not Applicable	GBP 0.00	GBP -18,500.00
2	612100 SF: Teachers: Wages and salaries	612100 SF: Teachers: Wages and sala...	0.00	GBP 18,450.00	Not applicable	Not Applicable	GBP 0.00	GBP -18,450.00
3	612100 SF: Teachers: Wages and salaries	612100 SF: Teachers: Wages and sala...	0.00	GBP 22,000.00	Not applicable	Not Applicable	GBP 0.00	GBP -22,000.00
4	612100 SF: Teachers: Wages and salaries	612100 SF: Teachers: Wages and sala...	0.00	GBP 14,500.00	Not applicable	Not Applicable	GBP 0.00	GBP -14,500.00
5	499999 Inter-academy balances	499999 Inter-academy balances	GBP 18,450.00	0.00	Not applicable	Not Applicable	GBP 0.00	GBP 18,450.00
6	499999 Inter-academy balances	499999 Inter-academy balances	GBP 22,000.00	0.00	Not applicable	Not Applicable	GBP 0.00	GBP 22,000.00
7	499999 Inter-academy balances	499999 Inter-academy balances	GBP 18,500.00	0.00	Not applicable	Not Applicable	GBP 0.00	GBP 18,500.00
			GBP 73,450.00	GBP 73,450.00			GBP 0.00	GBP 0.00