Account Link

Module Guide: Account Link

Module Location

Settings > Accounting Settings > Account Link

Module Purpose

The **Account Link** module is the "heart" of the accounting integration within the system. Its function is to map or connect every type of business transaction (such as sales discounts, freight charges, or asset gains/losses) to a specific account in the Chart of Accounts (CoA). This setup ensures that every time a transaction occurs, the system can automatically create the correct accounting journal entry without manual intervention, thus guaranteeing the accuracy and consistency of the financial statements.

1. Main View (Account Link Page)

The main page displays a comprehensive matrix of account mappings, grouped by business functional areas.

View Explanation

- **Currency Filter**: Allows users to view account mappings specific to a certain currency (e.g., IDR, USD).
- **Mapping Groups**: The page is divided into several logical sections, such as:

- **General Ledger Account Link**: Basic accounts like retained earnings.
- **Purchase and Sales Order Discount Account**: Accounts for discounts.
- **Production Account**: Accounts for work-in-progress and related costs.
- **Revaluation Account**: Accounts for foreign exchange differences.
- **Asset Management**: Accounts related to gains/losses on asset sales.

- **Mapping Columns**:
  - **Transaction Description**: Explains the type of transaction or business process (e.g., Sales Disposal).
  - **Account Dropdown**: Displays the currently linked CoA account. Users can change it by selecting another account from this dropdown.

- **Action Buttons**:
  - **New Linked Account**: Opens a form to add a new type of account link.
  - **New Category**: Opens a form to create a new mapping category or group.

2. Steps to Change an Account Link

- Access the **Account Link** module.
- Find the transaction row whose account mapping you want to change (e.g., "Account for Price Difference" under "Purchase Account Link").
- Click the dropdown on the right, then search for and select the new, correct CoA account.
- The system typically saves the changes automatically after a selection is made.

3. Adding a New Account Link & Category

The system also allows for the addition of new categories or types of account links if needed.

- **Add Category**: Used to create a new functional group on the main page (like "Production Account").
- **Add Account Link**: A more detailed form to define a new account link, specifying its Type, Label, and associating it with an existing **Group Name** (category).

4. Integrated Workflow & Business Process

The settings in this module are fundamental. Every transaction across all modules (Sales, Purchasing, Inventory, Assets) will "refer" to this module before creating a journal entry.

- **Example**: When a user records a "Purchase Discount" on a purchase invoice, the system will automatically look up the account linked to "Purchase Discount" in this **Account Link**

module and journal the discount amount to that account (e.g., to account `1-122201 ACCUMULATED DEPRECIATION OF BUILDINGS AND INFRASTRUCTURE`, although this example seems irrelevant and likely a misconfiguration).

- Without correct mapping here, no transaction can be accurately processed by the accounting system.

5. Tips & Important Notes

- **Critical and Fundamental**: This module is the most critical in the accounting setup. A mapping error here will cause systematic errors throughout all financial reports (Income Statement, Balance Sheet, etc.).

- **Managed by Experts**: Settings and changes in this module must be performed by an experienced accountant or implementation consultant who deeply understands the company's CoA structure and business flows.

- **Double-Check**: Always double-check every mapping to ensure its accounting logic is correct. For example, a "Sales Discount" should be linked to a contra-revenue account, not an asset account.

Revision #1
Created 22 October 2025 09:27:53 by Sayu
Updated 22 October 2025 09:29:33 by Sayu