



Kuali Financial System KFS6 - Intra-Account Adjustment (IAA)

Background

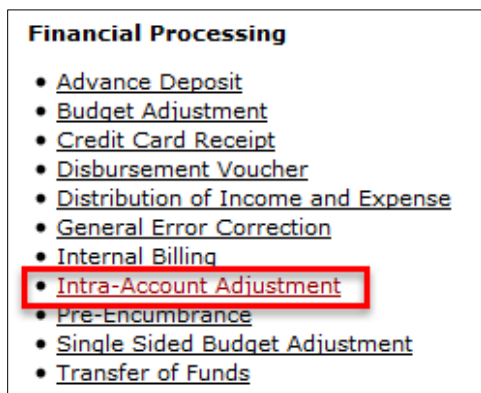
KFS 6 introduces a new Financial Processing eDoc called the **Intra-Account Adjustment (IAA)** document. The IAA is used to add sub-account and/or sub-object information for an existing transaction, transfer balances between sub-accounts or sub-object codes, or correct errors in sub-account and/or sub-object coding provided the transactions are within the **same account and object code combination**.

The IAA:

- Accounting line:
 - Includes the following fields:
 - Required Reference Number field to reference the original transaction eDoc number
 - Optional Line Description field
 - Account/Object code combination must balance for the **From** and **To** accounting lines
- Allows adjustment to:
 - Actual Balances (Balance Type AC) only
 - Income or Expense object codes (except Payroll object codes)
- Does not allow:
 - Changes to the account or object code
 - Adjustments to Cost Sharing sub-accounts (Sub-Account Type Code=CS)
- Can be initiated by any user and routes to the Fiscal Officer for approval
 - If the initiator is also the Fiscal Officer, no secondary Fiscal Officer approval is required

Getting Started

The IAA document is located in the Main Menu>Transactions>Financial Processing section:



The IAA document has only the standard financial transaction document tabs and does not have any unique tabs of its own.



Kuali Financial System

KFS6 - Intra-Account Adjustment (IAA)

The Accounting Lines tab is in the **From** and **To** format and includes the Required *Reference Number field to reference the original eDoc number and Optional Line Description field.

Document Overview

* Description: 054-Reallocate Income sub-acct sub-obj
 Organization Document Number:
 Explanation: Reallocate MA 3331432 0724 SUB income to MA 3331432 MANOA 0724 PRM and MA 3331432 PS 0724 OA.

Accounting Lines

From

* Chart	* Account	Sub-Account	* Object	Sub-Object	Project	Org Ref Id	* Amount	Actions
MA UH-Manoa	3331432 UHP-JOURNALS		0724 SALES, MISCELLANEOUS ARTICLES	SUB SUBSIDY INCOME			100.00	add
* Reference Number		* Line Description						
2347320		TO MANOA PRM and PS OA						
							Total: 100.00	

To

* Chart	* Account	Sub-Account	* Object	Sub-Object	Project	Org Ref Id	* Amount	Actions
MA UH-Manoa	3331432 UHP-JOURNALS	MANOA Manoa, The Journal (7 12)	0724 SALES, MISCELLANEOUS ARTICLES	PRM PERMISSION INCOME			50.00	add
* Reference Number		* Line Description						
2347320		FROM MA 3331432 SUB						
MA UH-Manoa	3331432 UHP-JOURNALS	PS Pacific Science (7 01)	0724 SALES, MISCELLANEOUS ARTICLES	OA OPEN ACCESS FEE			50.00	add
* Reference Number		* Line Description						
2347320		FROM MA 3331432 SUB						
							Total: 100.00	

The Account/Object code combination must balance for the **From** and **To** accounting lines. In the above example, the **From** accounting line #1, Account MA 3331432/Object Code 0724 Amount \$100.00 balances to the **To** accounting line #1 MA 3331432/Object Code 0724 \$50.00 and line #2 MA 3331432/Object Code 0724 \$50.00.

After the IAA is successfully submitted the document routes to the Fiscal Officer for approval. In the following example the Initiator is also the Fiscal Officer on the account, therefore after the document Intra-Account Adjustment (IAA)



Kuali Financial System KFS6 - Intra-Account Adjustment (IAA)

was completed, the Fiscal Officer approval was automatically logged and the Route Status=FINAL. No secondary Fiscal Officer approval was required.

Route Log ▼ hide

Backdoor Id kshiga21 is in use refresh

ID: 2395819 ▼ hide

Title	Intra-Account Adjustment - 054-Reallocate Income sub-acct sub-obj		
Type	Intra-Account Adjustment	Created	03:49 PM 12/20/2017
Initiator	Watanabe, Kyle	Last Modified	04:07 PM 12/20/2017
Route Status	FINAL	Last Approved	04:07 PM 12/20/2017
Node(s)	Account	Finalized	04:07 PM 12/20/2017

Actions Taken ▼ hide

Action	Taken By	For Delegator	Time/Date	Annotation
SAVED	Watanabe, Kyle		04:01 PM 12/20/2017	
COMPLETED	Watanabe, Kyle		04:07 PM 12/20/2017	
		Requested Of	Time/Date	Annotation
▶ show	COMPLETE	Watanabe, Kyle	04:01 PM 12/20/2017	
▶ show	APPROVE	Watanabe, Kyle	04:07 PM 12/20/2017	KFS-SYS Fiscal Officer MA 3331432
▶ show	APPROVE	Watanabe, Kyle	04:07 PM 12/20/2017	KFS-SYS Fiscal Officer MA 3331432
▶ show	APPROVE	Watanabe, Kyle	04:07 PM 12/20/2017	KFS-SYS Fiscal Officer MA 3331432

Future Action Requests ▼ hide

Action	Requested Of	Time/Date	Annotation

Log Action Message ▼ hide

Action Message log

The General Ledger Entry Lookup for IAA Document Number 2395819 displays the To and From entries and Generated Offset Entries to Object Code 8100.

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6.0.1.0.1-SNAPSHOT (Oracle®)

action list doc search Logged in User: echun Login Logout

General Ledger Entry Lookup

Fiscal Year: 2018	Document Type:
Chart Code:	Origin Code:
Account Number:	Document Number: 2395819
Sub-Account Number:	Organization Document Number:
Object Code:	Project Code:
Sub-Object Code:	Organization Reference Id:
Balance Type Code: AC	Reference Document Type Code:
Object Type Code:	Reference Origin Code:
Fiscal Period: 06	Reference Document Number:
Pending Entry Approved Indicator: <input checked="" type="radio"/> No <input type="radio"/> Approved <input type="radio"/> All	Debit/Credit View: <input checked="" type="radio"/> Include <input type="radio"/> Exclude

search clear cancel

5 Items retrieved, displaying all items.

Fiscal Year	Chart Code	Account Number	Sub-Account Number	Object Code	Sub-Object Code	Balance Type Code	Object Type Code	Fiscal Period	Document Type	Origin Code	Document Number	Transaction Ledger Entry Description	Transaction Ledger Entry Amount	Debit Credit Code	Transaction Date	Organization Document Number	Project Code	Organization Reference Id	Reference Document Type Code	Reference Origin Code	Reference Document Number	Pending Entry Approved Indicator
2018	MA	3331432	PS	0724	QA	AC	IN	06	IAA	01	2395819	FROM MA 3331432 SUB	50.00	C	12/20/2017							
2018	MA	3331432	MANOA	0724	PRM	AC	IN	06	IAA	01	2395819	FROM MA 3331432 SUB	50.00	C	12/20/2017							
2018	MA	3331432		0724	SUB	AC	IN	06	IAA	01	2395819	TO MANOA PRM and PS QA	100.00	D	12/20/2017							
2018	MA	3331432		8100		AC	AS	06	IAA	01	2395819	TP Generated Offset	100.00	C	12/20/2017							
2018	MA	3331432	MANOA	8100		AC	AS	06	IAA	01	2395819	TP Generated Offset	50.00	D	12/20/2017							
2018	MA	3331432	PS	8100		AC	AS	06	IAA	01	2395819	TP Generated Offset	50.00	D	12/20/2017							