



Kuali Financial System

KFS6 – PURAP Item Accounting Line Enhancement

KFS6 now allows users to specify accounting charges on PURAP documents (e.g., Requisition, PO and PO Amendments) by dollar amounts as well as percentages. Previously, accounting charges could only be specified as a percentage of the Item cost.

- In the Item Accounting Lines section, enter either \$ amount or percent in the applicable field. System defaults to 100%. Percentages can be specified up to 2 decimal points.
- Be sure all other required (*) fields have been completed and then click Add to record the entry to the document.
- Be sure to also click Calculate before submitting or approving the document to enable the system to accurately update and populate the non-entered field and to allow the document to proceed with routing.
- NOTE: The system will store the charge as a percent and applies the same liquidation logic and order of priority as the previous KFS PURAP version.
- If the item will be charged to a single accounting line, the Amount should equal the Item Extended Cost and the Percent should be 100.

Requisition ? Backdoor id raegene is in use

Doc Nbr: 2395737 Status: INITIATED
 Initiator: raegene Created: 03:57 PM 12/18/2017
 Requisition #: Not Available Requisition Doc Status: In Process

Items hide

Add Item ? Import lines

Item Line #	* Item Type	Quantity	UOM:	Catalog #	* Description	* Unit Cost	Extended Cost	Restricted	Assigned To Trade In	Action
	QUANTITY						0.00	<input type="checkbox"/>	<input type="checkbox"/>	add

Current Items

Item Line #	Item Type	Quantity	UOM	Catalog #	Description	Unit Cost	Extended Cost	Restricted	Assigned To Trade In	Actions
Item 1	QUANTITY	5.00	EA EACH		Dell Computers	1,500.00	4,500.00	<input type="checkbox"/>	<input type="checkbox"/>	

Accounting Lines hide

Source	* Chart	* Account Number	Sub-Account	* Object	Sub-Object	Project	Org Ref Id	Percent	Amount	Actions
UH-Memo	MA	2231272		777J				100.00	4500.00	add

Additional Charges show

Totals

Grand Total:	4,500.00
APO Limit:	0.00

calculate submit save close cancel



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- If the item will be charged to more than one accounting line, the total of all Amounts entered should equal the Item Extended Cost and the total of all Percents entered should equal 100.
- Again, be sure to click Calculate to assure that the percent and amount fields will be prorated accurately.

Item Line #	Item Type	Quantity	UOM	Catalog #	Description	Unit Cost	Extended Cost	Restricted	Assigned To Trade In	Actions																																												
Item 1		4.00	EA EACH		Dell Computers	1,500.00	6,000.00	<input type="checkbox"/>	<input type="checkbox"/>																																													
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- The above procedures also apply to accounting entries in the Additional Charges section.

* Item Type	Description	Extended Cost																																												
FREIGHT	Shipping	500.00																																												
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- Upon final approval of the PO, Open Encumbrance Lookup will display charges as entered.

Open Encumbrance Lookup Backdoor id ctaketa is in use

Fiscal Year:	2018	<input type="button" value="⌵"/>
Chart Code:		<input type="button" value="⌵"/>
Account Number:		<input type="button" value="⌵"/>
Sub-Account Number:		<input type="button" value="⌵"/>
Object Code:		<input type="button" value="⌵"/>
Sub-Object Code:		<input type="button" value="⌵"/>
Balance Type:	EX	<input type="button" value="⌵"/>
Document Type:		<input type="button" value="⌵"/>
Origin Code:		<input type="button" value="⌵"/>
Document Number:	151950	
Include Pending Ledger Entry: <input type="radio"/> No <input type="radio"/> Approved <input checked="" type="radio"/> All		
Include Zeroed Out Encumbrances: <input type="radio"/> Include <input checked="" type="radio"/> Exclude		
<input type="button" value="search"/> <input type="button" value="clear"/> <input type="button" value="cancel"/>		

2 items retrieved, displaying all items.

Fiscal Year	Chart Code	Account Number	Sub-Account Number	Object Code	Sub-Object Code	Balance Type	Document Type	Origin Code	Document Number	Description	Open Amount	Closed Amount	Outstanding Amount	Transaction Date
2018	MA	1120892	----	777U	---	EX	PO	01	151950	DELL MARKETING LP	3,250.00	0.00	3,250.00	12/18/2017
2018	MA	2231272	----	777U	---	EX	PO	01	151950	DELL MARKETING LP	3,250.00	0.00	3,250.00	12/18/2017

Export options: [CSV](#) | [spreadsheet](#) | [XML](#)

- CAUTION: Since PO Amendments and Payment Requests are still subject to previous KFS encumbrance liquidation logic, it is still recommended that, to the extent possible, each Item should be charged to a single accounting line to minimize the potential for dangling or erroneous encumbrance balances.