
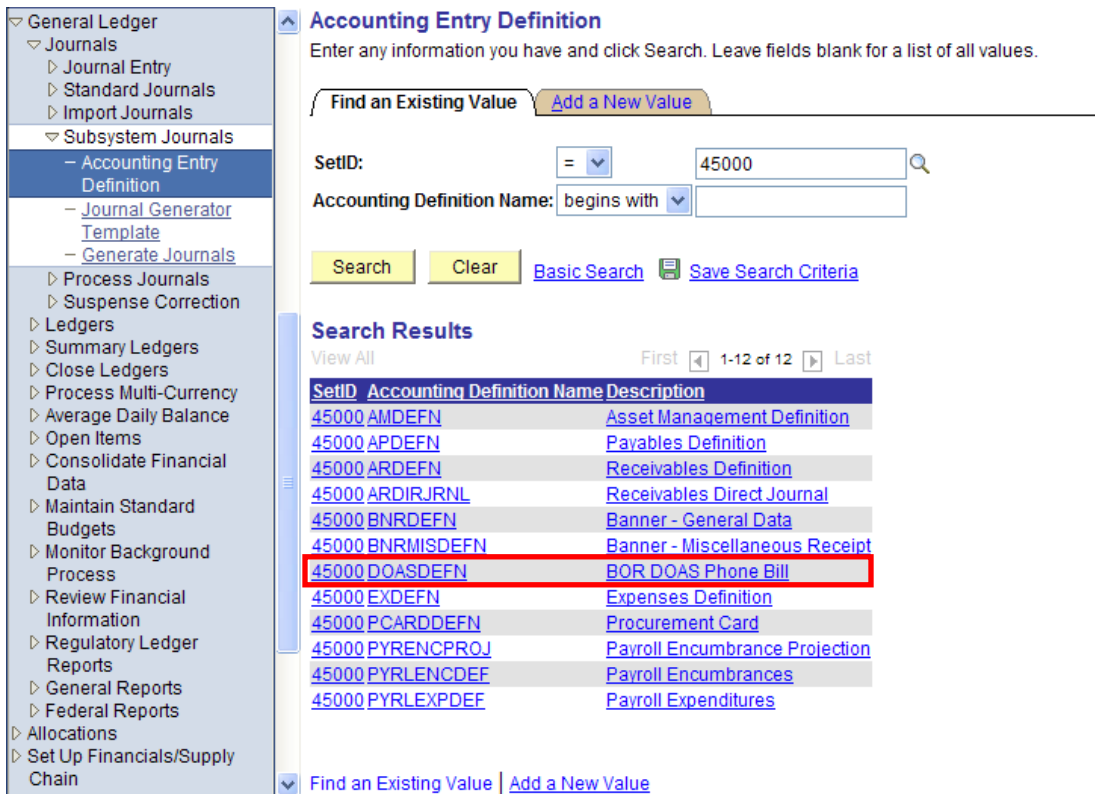


## INSTRUCTIONS FOR MODIFYING THE GL DOASDEFN ACCOUNTING ENTRY DEFINITION in GeorgiaFIRST PeopleSoft Financials Version 8.9

The **DOAS Phone Bill** interface (BORRG005) has been modified to accommodate the new GTA/IBM invoice download files. The DOASDEFN Accounting Entry Definition will need to be altered before running the updated DOAS Phone Bill interface, using the following steps.

1. Select **General Ledger⇒Journals⇒Subsystem Journals⇒Accounting Entry Definitions**. The **Accounting Entry Definition – Find an Existing Value** page displays.
2. Enter or select **your institution's Business Unit number** in the **Set ID** field.
3. Click on . A **Search Results** list displays.



**Accounting Entry Definition**  
Enter any information you have and click Search. Leave fields blank for a list of all values.

**Find an Existing Value** **Add a New Value**

SetID: = 45000

Accounting Definition Name: begins with

**Search** **Clear** [Basic Search](#) [Save Search Criteria](#)

**Search Results**  
View All First 1-12 of 12 Last

| SetID            | Accounting Definition Name | Description                    |
|------------------|----------------------------|--------------------------------|
| 45000 AMDEFN     |                            | Asset Management Definition    |
| 45000 APDEFN     |                            | Payables Definition            |
| 45000 ARDEFN     |                            | Receivables Definition         |
| 45000 ARDIRJRN   |                            | Receivables Direct Journal     |
| 45000 BNRDEFN    |                            | Banner - General Data          |
| 45000 BNRMISDEFN |                            | Banner - Miscellaneous Receipt |
| 45000 DOASDEFN   |                            | BOR DOAS Phone Bill            |
| 45000 EXDEFN     |                            | Expenses Definition            |
| 45000 PCARDEFN   |                            | Procurement Card               |
| 45000 PYRENCPROJ |                            | Payroll Encumbrance Projection |
| 45000 PYRENCDEF  |                            | Payroll Encumbrances           |
| 45000 PYRLEXPDEF |                            | Payroll Expenditures           |

**Find an Existing Value** **Add a New Value**

4. Click on the [DOASDEFN](#) link. The **Accounting Entry Definition** page displays.

## Accounting Entry Definition

SetID: 45000    Accounting Definition: DOASDEFN    Description: BOR DOAS Phone Bill

**Accounting Entry**

\*Record: JGEN\_PHONE\_BOR

Record Update: JGEN\_PHONE\_BOR

Page Name:

☐ Skip Commitment Control In GL

\*System Source: JGen-Ott

☐ Cross Product Drill Down

Commitment Control Amount Type: Reg / Co

**Field Names**

\*Accounting Date: ACCOUNTING\_DT

\*Monetary Amount: MONETARY\_AMOUN

\*Foreign Amount: FOREIGN\_AMOUNT

Statistical Amount: STATISTIC\_AMOUNT

Journal Ref: JRNL\_LN\_REF

Jrnl Descr: LINE\_DESCR

Open Item Key:

**Chartfield Mapping**

Customize | Find | **View All** | First | 1-2 of 7 | Last

| Field Name       | ChartField    | Summarize ChartField                    |
|------------------|---------------|---|
| Budget Reference | Budget Period | <input type="checkbox"/> + -            |
| Account          | Account       | <input checked="" type="checkbox"/> + - |

Multibook Order By

Save    Return to Search    Previous in List    Next in List    Notify    Add    Update/Display

- Click on the **View All** link in the **Chartfield Mapping** group box. You should see seven (7) rows.

## Accounting Entry Definition

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**Accounting Entry**

\*Record: JGEN\_PHONE\_BOR

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\*Monetary Amount: MONETARY\_AMOUN

\*Foreign Amount: FOREIGN\_AMOUNT

Statistical Amount: STATISTIC\_AMOUNT

Journal Ref: JRNL\_LN\_REF

Jrnl Descr: LINE\_DESCR

Open Item Key:

**Chartfield Mapping**    Customize | Find | View 2 | First 1-7 of 7 Last

| Field Name       | ChartField    | Summarize ChartField                    |
|------------------|---------------|---|
| Budget Reference | Budget Period | <input type="checkbox"/> + -            |
| Account          | Account       | <input checked="" type="checkbox"/> + - |
| Department       | Department    | <input type="checkbox"/> + -            |
| Fund Code        | Fund Code     | <input type="checkbox"/> + -            |
| Class Field      | Class Field   | <input type="checkbox"/> + -            |
| Program Code     | Program Code  | <input type="checkbox"/> + -            |
| Project          | Project       | <input type="checkbox"/> + -            |


► Multibook Order By

Save    Return to Search    Previous in List    Next in List    Notify    Add    Update/Display

6. Change **Budget Period** in the **ChartField** field in the first row to **Budget Reference**. Your **Chartfield Mapping** group box should now look like this:

**Chartfield Mapping**    Customize | Find | View 2 | First 1-7 of 7 Last

| Field Name       | ChartField       | Summarize ChartField                    |
|------------------|------------------|---|
| Budget Reference | Budget Reference | <input type="checkbox"/> + -            |
| Account          | Account          | <input checked="" type="checkbox"/> + - |
| Department       | Department       | <input type="checkbox"/> + -            |
| Fund Code        | Fund Code        | <input type="checkbox"/> + -            |
| Class Field      | Class Field      | <input type="checkbox"/> + -            |
| Program Code     | Program Code     | <input type="checkbox"/> + -            |
| Project          | Project          | <input type="checkbox"/> + -            |

7. Click on .

**ADDITIONAL OIIT RESOURCES and SUPPORT:** To create a new or update an existing production down, business interrupting (emergency) support request, call the **OIIT HELPDESK** immediately (706-583-2001; or toll free within Georgia 1-888-875-3697). For anything else, contact the **OIIT HELPDESK** at [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services) (support request self-service) or e-mail [helpdesk@usg.edu](mailto:helpdesk@usg.edu). (Note: Self-service requires login using a user ID and password. Contact the **OIIT HELPDESK** at [helpdesk@usg.edu](mailto:helpdesk@usg.edu) to obtain self-service login credentials.