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## ANNOUNCEMENT

**TO:** GeorgiaFIRST Financials Users

**POSTED:** May 24, 2019

**SUBJECT:** Fiscal Year-End 2019 Processing and Closing Manual and Updated Mapping Documents Now Available

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The Fiscal Year-End 2019 Processing and Closing Manual is now available. This manual provides detailed information on year-end processing and closing on multiple areas including payroll, account reconciliation, year-end adjustments, financial reports, closing ledgers, and opening ledgers for the new fiscal year.

Additionally, Section III of the Fiscal Year-End 2019 Processing and Closing Manual refers to the Fiscal Year-End 2019 Sub-Module Cleanup and Processing Manual, which was released on April 2, 2019. The sub-module manual provides detailed information on year-end processing and cleanup of ePro, Purchasing, Accounts Payable, and Travel & Expenses modules.

Visit the [Current Known Issues section](#) of the GeorgiaFIRST Financials website for details on active known issues which may affect fiscal year-end processing and closing.

**UPDATED MAPPING DOCUMENTS:** The latest versions of all mapping documents are available via the GeorgiaFIRST Financials website. The latest versions include:

- FY2019 Journal Entries Standard and Correcting 04-29-2019
- FY2019 Journal Entries Year-End Closing 04-29-2019
- FY2019 AER Mapping Document
- FY2019 AFR Mapping Document 05-15-2019
- FY2019 Budgetary Compliance Report Mapping Document 05-15-2019
- FY2019 SACS Core Requirement Report Mapping

To view these documents as well as Year-End 2019 Workshop presentations, refer to the Chart of Accounts and Fiscal Year-End section under Documentation on the [GeorgiaFIRST Financials website](#).

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**MORE INFORMATION AND SUPPORT:** For business impact issues, contact the ITS Helpdesk at [helpdesk@usg.edu](mailto:helpdesk@usg.edu) or [https://www.usg.edu/customer\\_services/about\\_us/contact/](https://www.usg.edu/customer_services/about_us/contact/).

