

Session 9 - Finance – General Ledger and Chart of Accounts



Date: Wednesday, April 13, 2022

Time: 2:45pm – 5:00pm

Anthology

Evaluator's Name: _____

	Functionality	Comments
1	Provide a 10-minute overview of the Finance System, including its various modules.	
2	Provide a 10-minute overview of the Chart of Accounts (COA) structure Include a description of the structure of bank and investment accounts within the General Ledger.	
3	Demonstrate how your system handles the accounting and tracking of cash balances by fund.	
4	Demonstrate the ability to manage multiple bank accounts and investment accounts within the General Ledger.	
5	Demonstrate the ability to record multiple fund balance within one fund. Example, closing accounts by cost centers within the same fund for student club activities. Demonstrate other tracking options if not available?	
6	Demonstrate how revenue and expenditure accounts are tied to a particular fund balance. As one example, demonstrate how one expenditure account is tied to one fund balance or balance sheet account, e.g., grant.	
7	Demonstrate how multiple accounts are tied to one fund balance or balance sheet account, e.g., General Fund.	
16	Demonstrate the validation of account numbers across all systems, e.g., Finance and HR/Payroll.	
24	Demonstrate accounting for and tracking of endowments	
25	Demonstrate accounting for investment allocations and pledge receivables for endowments	
26	Demonstrate ability to have multiple districts or entities (eg, District, Foundations, Trust Accts, etc) with separate Chart of Accounts	

Evaluation URL:

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27	Are there any restrictions on number of characters within the chart of accounts?	
13	For each of the following, demonstrate the creation/deactivation/deletion of an account.	
	a. Academic department operating budget	
	b. Activity account, e.g., auxiliary enterprise, with revenues and expenditures	
	c. Grant account	
	d. Balance sheet, e.g., student loan clearing account	
	e. Agency account	
	f. Endowment Account	
8	Demonstrate the management of “due to” and “due from” relationships for different funds.	
11	Demonstrate how the system can operate in multiple periods at the same time.	
12	Demonstrate how the system can operate in two different fiscal years at the same time, e.g., 13th month closing and first month of the following fiscal year.	

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17	Demonstrate the generation of mandated/required GASB related financial statements.	
18	Demonstrate the generation of financial statements based upon the COA structure and the mechanism for mapping accounts to financial statements.	
9	Demonstrate the use of dollar fields within the General Ledger for both of the following areas. In particular, show how historical amounts are stored. <ul style="list-style-type: none"> a. Budget data, e.g., original, revised 	
	<ul style="list-style-type: none"> b. Encumbrances and requisitions 	
10	Demonstrate how the system monitors and updates budget availability for different financial events, i.e. Requisition, PO, invoice, including the timing of budget availability updates for in-process documents.	
19	Demonstrate the ability for authorized end-users to view budgets including drill-down capability for transactions. Demonstrate the ability to see adopted, current budget, YTD actual expenses, encumbered totals, and unexpended balances for a user-specified period of time.	
20	Demonstrate the ability for authorized end-users to view multiple years of budget data and do comparative analysis. Also, demonstrate the ability to compare/contrast actual vs. budget for multiple years.	
21	Demonstrate the ability to generate a budget-to-actual report for a user-defined period of time.	
22	Demonstrate the downloading of budget data into an MS Excel® spreadsheet.	

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14	Demonstrate the ability to establish granular security rights, e.g., read, delete, write, none, with respect to various components, e.g., fund, cost center.	
15	Demonstrate how system and Finance module-specific security is configured and used in support of Requisitioning, Purchasing, invoicing.	
23	Demonstrate the ability to upload/download information into/from other systems	

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Evaluation Form

Perceived Strengths of Vendor Solution:

Perceived Weaknesses of Vendor Solution:

Additional Comments:

Acceptability of Vendor Solution: Yes No