



Announcing . . .

Y2K-Related Changes to the CU*BASE General Ledger System (MNGELE)

Effective October 12, 1998

September 30, 1998

Introduction

As announced in the August 26 edition of the *Y2K Bulletin*, WESCO is proud to be releasing one of the most important and complex Y2K-related changes made thus far to CU*BASE. Specifically, the General Ledger system has received many enhancements and changes to make it Y2K-ready, including options on menu MNGELE and the many “back office” system interfaces that happen daily.

Surprisingly, you may not immediately notice many of the changes that were made “behind the scenes” to make this system Y2K compliant. For example, most inquiry and posting screens will look exactly the same, with differences noticeable only when you’re ready to post your first entry in the year 2000. For other systems on this menu, such as the CU Budget, we took this opportunity to add some exciting new functionality at the same time we were adding Y2K-compliance features.

As you know, a Y2K testing event has been scheduled in November for validation of these changes in the 2000 environment. The software you will be using beginning on October 12 is the same software that will be tested during that event. If you haven’t yet signed up for the November event, call us at ext. 155 for reservations.

Remember that in this context the “General Ledger” system refers to options found on menu MNGELE, as well as the daily “sweep” and other back office systems that interface with the General Ledger. Investments and Subsidiaries will interface with the G/L system correctly as always, but additional enhancements and Y2K-related changes are still being planned for those systems in the coming months.

As always, it is particularly important that you carefully monitor all your general ledger activity over the first few weeks of the release. If something doesn’t make sense or looks incorrect, contact us immediately and we’ll set it straight.

Contents:

CU*BASE Software Special Upgrade, October 1998

As part of this release, all of the options found on menu MNGELE were reviewed and changes made for Y2K compliance. In most cases, these changes are “behind the scenes,” and you will not notice any difference when using the screens and commands. Some features were enhanced beyond the required Y2K changes, while others have been eliminated altogether.

Following is a brief synopsis of the changes included in this release:

Expansion of GLHIST and GLBALA to Include the JE Date Century

Although this change may not be immediately obvious, it is the largest and most comprehensive of the changes made to the General Ledger system. Although this method is not appropriate for every CU*BASE system, it was decided that in the case of G/L account information, it made the most sense to expand the two key files, GLHIST and GLBALA, to include the century as part of the Journal Entry Date.



On the surface, you will use posting and inquiry screens exactly as before, and CU*BASE will automatically assign the appropriate century to the year involved, by way of a “pivot year” of 90. This means that any two-digit year of 90 or later will be interpreted with a century of 19xx; any years below 90 will be read as the year 20xx. For example, the entry “102392” will be interpreted as October 23, 1992, while the entry “102303” would be interpreted as October 23, 2003.

The century digits (either “19” or “20”) will be stored in the GLHIST and GLBALA files and can be used as part of any custom Queries your credit union needs to design. It will also be used by all system reports and inquiry screens to ensure that the entries are sorted appropriately.

☞ NOTE: In the GLBALA file, this new field is called “POSTCC” and in the GLHIST file, “JECENT.”

Posting Journal Entries

With the expansion of the GLBALA and GLHIST files, it is now possible to post journal entries for the year 2000 and beyond. Recurring and Reversing entries will also recognize and cycle between 19xx and 20xx dates. Obviously, it will be some time before you actually *have* any entries you want to post for that time period. Remember that the G/L system was designed to always let you post ahead, but not back into a closed month, and CU*BASE now recognizes dates of “00” as being in the *future*, not the past.

☞ Keep in mind you will be able to test posting entries to the year 2000 in a 1999 environment during the November tests.

Enhancements to CU Budget

Probably the biggest *visible* change made as part of this release was the enhancements to the “Work With CU Budget” feature.

| | | |
|------------------------------------------------------------------------------------------------|----------------------------|---------|
| 10/15/98 | <u>Work With CU Budget</u> | 09:03:2 |
| 3 | | UGLBU1 |
| Working Budget Year.....: <u>99</u> | | |
| Company ID.....: <u>01</u> + | | |
| Branch/Location.....: <u> </u> + (Blank=all) | | |
| G/L Account.....: <u> </u> + | | |
| COMPARISON COLUMN 1 | | |
| Compare to actual year(Y Y): <u>97</u> | | |
| COMPARISON COLUMN 2 | | |
| <input type="checkbox"/> Compare to actual year(Y Y): <u> </u> | | |
| OR | | |
| <input type="checkbox"/> Compare to current year-end projection as of month-end(MM): <u>09</u> | | |

F3=Exit F4=Window F12=Bypass F14=Work with entire budget

In addition to recognizing Y2K entries, the system now lets you:

- **Work Budget Figures by Branch (Location)** - This lets your credit union budget locations separately for special business situations, such as when a branch is only open for part of the year. Simply enter the branch you wish to see and use **F14=Work with entire budget** as usual, or enter the GL account as well and press ENTER to work the budget for that account, a single location at a time. (HINT: To prevent overwriting your individual location figures when you calculate the entire budget for all locations, we recommend you calculate the entire budget first, then work with just the location that you wish to calculate separately.)
- **Calculate Using Projected Comparison Figures** - You may now choose to display either actual or *projected* figures in the two comparison columns on the budget screen. Projected figures will be calculated using the following formula:

$$\text{Total for each GL Acct as of EOM indicated} \div \text{No. of months} \times 12 \text{ months} = \text{Projected year-end amount}$$

For example, say you want to calculate your 1999 budget on October 15, 1998. If actual 1998 figures were displayed in one of the comparison columns, it would not be appropriate to calculate your 1999 budget based on those figures, since 1998 isn't over yet. Therefore, instead of showing 1998 actual figures in the comparison column, you would display *projected* figures instead, using September month-end figures as a reference.

The system would take the actual figure, divide it by 9 (September) then multiply the result by 12 months, displaying the new projected figure in the comparison column. For a G/L that showed \$54,000 as of month-end 9/98, the projected total for the year would be \$72,000.

| 9/30/98 | | Work With Entire Budget | | | | UGLBU | |
|----------|--------|-------------------------|---------|-----------------|---------------|--------|---------------|
| S1C | | | | | | | |
| 15:03:21 | | | | | | | |
| | | | Working | COMPARISON DATA | | | |
| Co | Acct | Lo | Budget | 1999 | Actual | 1997 | Proj. 1998 |
| 1 | _____ | + ___ + | | | | | |
| 1 | 119-00 | 90 | | .00 | | .47 | 67.20 |
| 1 | 119-00 | 96 | | .00 | | .39 | 4.80 |
| 1 | 119-00 | 97 | | .00 | | 113.33 | .00 |
| 1 | 121-00 | 1 | | .00 | 2,606,688.11- | | 1,424,103.84- |
| 1 | 123-00 | 1 | | .00 | 64,526.67- | | .00 |
| 1 | 131-02 | 1 | | .00 | 572,719.80- | | 451,077.60- |
| 1 | 131-02 | 16 | | .00 | 232.93- | | 120.12- |
| 1 | 131-02 | 17 | | .00 | .00 | | 108.00 |
| 1 | 131-02 | 23 | | .00 | 18.00 | | .00 |
| 1 | 131-02 | 35 | | .00 | 723.00 | | 778.44 |
| 1 | 131-02 | 40 | | .00 | 421.50 | | 202.44 |
| 1 | 131-02 | 50 | | .00 | 946.50 | | 540.00 |

| | | | | | | |
|-----------------------------------------------------------------------|--------|----|-----|--------|--------|-------|
| 1 | 131-02 | 60 | .00 | 41.00 | 54.00 | |
| 1 | 131-02 | 70 | .00 | 414.00 | 439.44 | |
| | | | | | | More. |
| .. | | | | | | |
| F3=Exit F4=Window F11=Alt view F12=Bypass F14=Calculate entire budget | | | | | | |
| t F17=Position to Enter=Save | | | | | | |

Once the comparison figures were displayed, the **Cmd/14-Calculate entire budget** key could be used to calculate a budget for 1999 using '98 *projected* figures.

Projected figures can also be shown on the individual account budget screen, breaking the projected amount down into monthly increments:

| | | | | | |
|----------------------------------------------------------------|-------------------------|-------------------------------------------------------------------|---------------|---------------|-------|
| 9/30/98 | Maintain Account Budget | | | | 15:20 |
| :25 | | | | | UGLBU |
| 2C | | | | | |
| Company: 1 WESCO TEST CREDIT UNION (GT) | | | | | |
| Location & G/L Acct: 1 121-00 INCOME FROM INVESTMENTS | | | | | |
| Working | | <input type="checkbox"/> COMPARISON DATA <input type="checkbox"/> | | | |
| Period | Budget 1999 | Actual 1997 | Proj. 1998 | Difference | |
| total | <u>149530896-</u> (+-) | 2,606,688.11- | 1,424,103.84- | 1,182,584.27- | |
| 99/01 | <u>12460908-</u> | 242,831.58- | 118,675.32- | 124,156.26- | |
| 99/02 | <u>12460908-</u> | 216,855.26- | 118,675.32- | 98,179.94- | |
| 99/03 | <u>12460908-</u> | 279,439.15- | 118,675.32- | 160,763.83- | |
| 99/04 | <u>12460908-</u> | 259,830.61- | 118,675.32- | 141,155.29- | |
| 99/05 | <u>12460908-</u> | 262,991.50- | 118,675.32- | 144,316.18- | |
| 99/06 | <u>12460908-</u> | 250,992.68- | 118,675.32- | 132,317.36- | |
| 99/07 | <u>12460908-</u> | 234,890.60- | 118,675.32- | 116,215.28- | |
| 99/08 | <u>12460908-</u> | 218,991.98- | 118,675.32- | 100,316.66- | |
| 99/09 | <u>12460908-</u> | 156,762.51- | 118,675.32- | 38,087.19- | |
| 99/10 | <u>12460908-</u> | 162,351.01- | 118,675.32- | 43,675.69- | |
| 99/11 | <u>12460908-</u> | 157,096.84- | 118,675.32- | 38,421.52- | |
| 99/12 | <u>12460908-</u> | 163,654.39- | 118,675.32- | 44,979.07- | |
| | | | | | Bott |
| om | | | | | |
| F3=Exit F8=Calculate F9=Allocate monthly F12=Bypass Enter=Save | | | | | |

- **New Safety Feature** - On the "Work With Entire Budget" screen shown above, we have added a new safety feature to keep you from accidentally overwriting an existing budget in error. When ENTER is pressed to save the budget figures, the following message will appear to let you cancel in case the key was pressed in error:

| |
|------------------------------------------------------------------|
| Budget figures already exist; replace? ENTER=Replace, F12=Bypass |
|------------------------------------------------------------------|

Elimination of Post Branch Consolidation Feature

For some time now, credit unions that use member branch accounting have been able to configure their GL Location settings to turn “off” branch accounting at the teller line and post to a single location instead. However, the teller system has continued to do some branch accounting by using the location record when posting to the GL for check and outside item deposit sweeps, as well as vault/bank transfers. That caused a problem for some credit unions that needed to consolidate these transactions into a single location for more accurate financial reporting. This was the reason for the Post Branch Consolidation program—it was a “quick fix” to meet the needs of a very small group of users.

During our Y2K evaluation of this feature, it was determined that the need for the Post Branch Consolidation system could be eliminated altogether by making some changes to the way certain functions were handled by CU*BASE.

Specifically, if a credit union was given the ability to configure a single location for the teller check and outside item deposit sweep during EOD, as well as for bank purchases/sales, it would no longer be necessary to consolidate G/L accounts into one location. Therefore, the Post Branch Consolidation feature has been eliminated as part of this release.

In its place, the following changes will be made, starting with Location Configuration (MNGELE #2, “Chart of Accounts Maintenance” enter a Corporation and a Location and press ENTER):

| | | |
|-------------------------------------------|-------------------------------|---------------|
| 9/14/98 | CHART OF ACCOUNTS MAINTENANCE | 15:18 |
| :27 | | UGLM |
| ALA | | |
| Company No | 1 | |
| Location No | 2 | |
| Description..... | DOWNTOWN OFFICE..... | |
| Used by Member Account(Y/N)..... | N | |
| If 'N', The Member Branch..... | 01 | |
| Allow Teller Vault(Y/N)..... | Y | |
| If 'N', Default Vault Branch.. | 00 | |
| Outside Check Deposit Branch / GL Acct.. | 01 / 73102 | |
| Cash Purchase/Sell Bank Branch / GL Acct: | 01 / 74501 | |
| CU Check Credits Bank Branch..... | 01 | |
| Cmd/4-Suspend | Cmd/6-New Company | Cmd/7-END |
| | | Cmd/16-Delete |

◆ **Outside Check Sweep**

When the system totals outside checks for each branch location during EOD, it creates a journal entry that credits 73900 and debits the configured GL account. It currently uses the same location record for both the debit and the credit.

With this release, the system will now use the designated location (see the screen shown above) on the debit side of the transaction. In the above example, the system would credit account 73900 branch 02, and debit account 73102, branch 01. This would be more accurate since all branches probably deposit to one bank account for the credit union.

◆ **CU Check Sweep**

Also during EOD, the system adds all the checks cut from a location and sweeps by debiting account 73900 and crediting the bank GL for the total check amount. At the current time, it uses the same location record for both GL accounts. From now on, the system will use the location number for 73900 side, and the branch configured in the location record for the bank side.

◆ **Changes to Vault Buy/Sell**

When the head teller buys or sells cash to the bank (MNHTEL #8, "VAULT - Bank Transfers/Inquiry"), the system creates a journal entry that debits GL 73900 and credits the bank account for purchases, or credits GL 73900 and debits the bank account for sales of cash from the vault. Currently, the system uses the same location record for both the 73900 and the bank.

With this new configuration, the system will always use the location for 73900 and the configured branch and GL account for the bank side of the transaction.

❗ **IMPORTANT:** For your existing locations, all of these new branch fields will be set to the same value as the location record itself. Therefore, unless you make a change to your location configuration, everything will continue to behave exactly as it does already.

MNGELE #17, "Print GL Trial Balance (monthly)"

Along with ensuring this report will interpret and display year 2000 dates correctly, we also took this opportunity to remove the old "By Branch" report. From now on, this option will display the selection screen for the "By Date" report automatically. The branch report was not used, and did not warrant the renovation work required to bring it up to date.

End of Month Processing

In addition to making this process handle year 2000 dates accurately, we have also eliminated a problem that was occurring for some clients when the system encountered a GL account that was empty, sometimes causing the job to end abnormally. Remember that this option (MNGELE #8) will not only change the process month and date to prevent posting into a closed month, but will also reorganize your general ledgers files to make them run noticeably faster and smoother.

Other MNGELE Options

All of the remaining options on MNGELE have been reviewed and, in most cases, revised to work with the new century date structure. Reports will be sorted appropriately once year 2000 dates begin being posted. In most cases, you will not see four-digit years, but the system will be interpreting the century automatically.

Coming in 1999: Financial Statements by Day - watch for more information coming soon!