

Kinetic Multi-Site Financials User Guide

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Multi-Site Management

The **Multi-Site** module provides the framework necessary to operate multiple site entities with the desired infrastructure vital for day-to-day operations. Multi-Site Management provides support for customers and suppliers that are part of the overall company and allows production facility separation.

A multi-site environment consists of separate site (manufacturing facility) records maintained within a single company. Use this functionality when you have multiple production centers within a company; each site record defines the costing methods, inventory quantities, and scheduling parameters it requires to produce parts. Like the Multi-Company environment, you directly connect sites and then pass data between the outbound and inbound tables. However, if the sites reside within companies on separate databases, you will need to install Microsoft ServiceBus to move global records between these sites.

Running the Consolidated Year End Process

Run the **Consolidated Year End Process** to post consolidation balances for the current fiscal year and create opening consolidation balances for the next fiscal year.



Run the process after consolidation of the current fiscal year is complete and before you can start consolidating periods in the next year. Make sure you posted the last fiscal period in **Consolidate to Parent Entry**.




Run this process against all books used to generate consolidation journals. This ensures source and target books reflect the same opening balances.

Running this process:

- Zeros all income statement accounts.
- Calculates opening balances for balance sheet accounts.
- Uses the last period's exchange rate to calculate retained earnings.

To run the process:

1. From the main menu, go to **Financial Management > Multi-Site > Consolidated Year End**.
2. Select the **Source Book ID** of consolidation journals.
3. In the **Fiscal Year** field, enter or select the year to close.
4. Select **Process**. 



Running the Consolidation Post Process

Run the **Consolidation Post Process** to post journals from source books to intermediate books.

Execution of consolidation is controlled by consolidation definition created in Consolidation Definition Maintenance:

- If the consolidation definition is set to **Immediate Transfer**, the posting process also transfers journals from the intermediate book to the target book.
- If the consolidation definition is set to **Delta Generation Mode**, and you post consolidation for a period that was already consolidated, the application posts delta (net change) journals to create the correct overall movements and balances in the intermediate and target books. In this case, you do not have to reverse the original journals.
- If the consolidation definition is set to **Override**, and you post consolidation for a period that was already consolidated, the application creates full journals again. In this case, you have to reverse the original journals from the intermediate book. If the Transfer Intermediate process was already run, you have to reverse the original journals from the target book as well.
- The consolidation definition also determines whether the consolidation posts journals to a book, or to an output file for use in a remote parent. When the **Remote Parent** setting applies to the consolidation target book, the process generates a flat file in ASCII format. You can use the file to post the journals to a target book in a different Kinetic application database.

To run the process:

1. From the Overflow menu , select **Post**.
2. If want to save logs of the consolidation post process, select the **Enable** check box, then enter a file name in the **Log File Name** field, with the extension **.log**. You cannot enter a folder path.
3. In the **Consolidation Post Process** window that displays, Select **Process**. 

Running the Consolidation Transfer Intermediate Process


Run the **Consolidation Transfer Intermediate Process** to complete a phased posting process.

Run the process when the consolidation is configured to post in phases. In a phased consolidation, the journals post first to an intermediate book. The Immediate Transaction setting in the consolidation definition determines whether journal posting is processed in one phase or two.




You cannot create another consolidation for the same definition while it still has an Open consolidation.

To run the process:

1. From the main menu, go to **Financial Management > Multi-Site > General Operations > Consolidate to Parent**.
2. Create a new consolidation or search for and select an existing record.
3. Define the consolidation settings.
4. From the Overflow menu , select **Transfer Intermediate**.




This option is active only for records with the 'Open' status.

5. Define the process parameters.
6. Select **Process**. 

Generating the Consolidation Report

Generate the **Consolidation Report** to review consolidation journals prior to posting them. The report includes information about journal accounts, balances, and movements in the source book and the target book. With this information, you can determine whether to adjust consolidation journals prior to posting them.

You can run this report from the Overflow menu  in **Consolidate to Parent Entry** after you generate journals in the Intermediate book or access this report from the main menu, for example, to view historic consolidations.

The report displays the last (or only) period of the selected consolidation, with cumulative amounts for the last period. If you need to reprint a previous period, select the appropriate previous consolidation that ended at that period.

The report includes a list of the consolidation IDs that contributed to the period, with the following data:

- Consolidation ID
- Consolidation ID Description
- Posted Date/Time
- Posted By User

The **Selection** parameters include:

- **Consolidation ID** - Search for and select or enter the consolidation ID for which you want to run the report.
- **Output Format** - Select the format for report output.
- **Report Style** - Select the report style option you want to use to run this report.
- **Schedule** - Indicates when you want to print the report. If you select something other than Now, the Recurring check box is available.
- **Recurring** - Select this check box if you want the report to run on a repeating basis. The check box is only available if you select a schedule other than Now.
- **Archive Period** - Time period you want to keep the report in the System Monitor. The default is 0 Days, meaning that the report will be deleted from the monitor shortly after being printed.

After the Archive Period passes, the report is purged from the system. When a report is exactly purged is determined by a combination of the date/time the report generates, the number of days set in the report's Archive Period, and the Report Purge Frequency setting. The Report Purge Frequency is defined in the System Agent within its Task Agent Purge Settings.

- **User Description** - Describes a specific report run. The entered description displays in the System Monitor.


To generate the report:

1. From the main menu, go to **Financial Management > Multi-Site > General Operations > Consolidate to Parent**. Select a record and then select **Print Report** from the Overflow menu



or

Go to **Financial Management > Multi-Site > Reports > Consolidation Report**.

2. Select the report parameters.
3. Select **Print Preview**. 

Creating Consolidation Definitions

Consolidation definitions determine settings that control consolidation between source and target books. These settings include currency conversion defaults, consolidation type, Delta generation mode, and source and target book details.

Before you can create a consolidation definition, you must define consolidation rate types, a consolidation type, at least one source book, an intermediate book, a target book, and the chart of accounts the intermediate and target books share.

Consolidation definitions control the transfer of accounts from one or more source books to an intermediate book, and then to a target book. The target book can be available in another company, or it can be a target book you use in an external application.


Each consolidation definition specifies a target book, an intermediate book, and one or more source books from which the financial data originates. Consolidations can occur continuously or periodically. You define all of these options in **Consolidation Definition Maintenance**.

Use the landing page of the application to view existing consolidation definitions, or to enter a new one.

In this article, we will cover:

- [Adding a new consolidation definition](#)
- [Adding a source book](#)

Adding a New Consolidation Definition

1. From the main menu, go to **Financial Management > Multi-Site > Setup > Consolidation Definition**.
2. Select **New**  to add a new consolidation definition.
3. In the **Consolidation ID**, enter a code that will help you identify this consolidation definition later.
4. Enter additional information in the **Description** field.
5. Select the **Consolidation Type**. The available options are **Periodic** and **Continuous**.



The **Periodic** consolidations occur at the end of each fiscal period. The **Continuous** consolidations occur whenever the multi-company process refreshes data between the two books.

6. The **Send Only Delta** check box is selected by default for periodic consolidations. The Delta Generation Mode enables you to re-post a consolidation, and perform Retrospective Adjustments on previous consolidated periods. Clear this check box, if required.
7. Select the **Immediate Transfer** check box to make the consolidation run as a single process. When you select this check box, you consolidate journals in one process, posting to the intermediate book and on to the target book.
8. If you are running a periodic consolidation through this definition, you need to select an intermediate book. In the **Intermediate Book Options** group box, select the intermediate **Book**.
9. Enter the details for a target book.

You can consolidate books between companies within Kinetic or with an external system.

In the **Target Operations** group box, specify the target **Company** that owns the target book.

Next, select the target **Book** to which the consolidated journals post.

In the **Remote Options** group box, select the **Remote Parent** check box. The consolidation process generates an output file, used to post the journals to the book in the other database.

Select **Epicor Database** if the consolidation targets another application database.

In the **Output File** field, enter the path and name of the file to which the consolidation journals post. The consolidation process creates a flat file in ASCII format, used to transfer journals to a remote parent.

Details

Consolidation Details	Target Operations	Intermediate Book Operations	Remote Options	Repeated Consolidation Options
Consolidation... MAIN2ELIM2	Company Epicor Distribution	<input checked="" type="checkbox"/> Immediate Transfer	<input type="checkbox"/> Remote Parent	<input type="checkbox"/> Override Period
Description Main to Eliminate	Book Consolidations and...	Book Consolidations and...	<input type="checkbox"/> Epicor Database	
Consolidation Type Periodic	Fiscal Calendar Main Fiscal Ca	Fiscal Calendar Main Fiscal Ca	Output File	

10. Select **Save**. 

Adding a Source Book

Now define the source book or books for the consolidation.

1. In the **Source Book** field, select the book used as the source.
2. In the **COA Map ID** field, select a map that links accounts in the source book to an intermediate or target book. Be sure to select a map which reflects the chart of accounts structure you need in the target book. Note however, that if the target and source books have the same COA, you can leave this field blank.
3. If necessary, select the **Exclude Open Periods** check box to prevent open periods from being used in consolidations for the source book. This option limits the consolidation to closed periods.
4. In the **Closing Period** field, enter the maximum number of closed periods included in consolidations that use the source book. If you enter a zero (0) value, you prevent consolidation journals from generating within the source book.
5. Optionally, select the **Reverse Debit/Credit** check box to reverse debit and credit entries on journals created from the source book. This option effectively reverses source book entries in the target book.
6. In the **Posting Options** group box, select the **Intermediate Journal** and **Target Journal** used to group consolidation journals posted to an intermediate and target book. Intermediate journals apply only to consolidations that run in periodic mode.
7. In the **Consolidation Type Options** group box, select the default consolidation rate type applied to the source book's balance-sheet and income-statement accounts.
8. In the **Exchange Diff Account** field, enter a different exchange account in the source book. In some cases, losses and gains result from changes in the currency exchange rates. The consolidation process creates journals that reflect these changes and posts them to the account.

^ Source Book Detail

Source Book	Posting Options	Period Options	Consolidation Type Options
Source Book Source Book	Intermediate Journal Allocations Journal	Closing Periods 10	Balance Sheet Balance Consolidation
Fiscal Calendar Main Fiscal Calendar	Target Journal General Journal	<input checked="" type="checkbox"/> Exclude Open Periods	Income Statement Income Statement
COA Map ID None Selected	<input type="checkbox"/> Reverse Debit / Credit		
Exchange Diff Account -	<input type="text"/> <input type="button" value="Q"/>		

9. Select **Save**. 

Working with Consolidate to Parent Entry

Use **Consolidate to Parent Entry** to post and transfer consolidation journals from a source book's COA to an intermediate book in the same company, and then to the target book. This program specifies the consolidation period and the consolidation definition used to run the process. You only use this program when you are running a periodic consolidation within the source company.

The consolidation process creates journals for source COA segments that maintain balances. You use consolidation journals to validate entries and adjust journals to account for inter-company loans, ownership of common stock, inter-company sales, and other elimination entries. You use the posting process to convert the results into the currency amounts and account structures required for the intermediate book. If the Immediate Transfer check box is selected on the consolidation definition, these results are automatically transferred to the target book as well. If this option is not selected, you also have to run the Transfer Intermediate process, to post the results to the target book.

In this article, we will cover:

- [Adding New Consolidation](#)
- [Adding New Retro Adjustment](#)
- [Defining Source Settings](#)
- [Retrieving Exchange Rates](#)

Adding New Consolidation

Use this option to create a consolidation for a period that has not yet been consolidated. This is the only option for the first consolidation on a new Consolidation Definition. Certain options and conditions apply when you select New Consolidation:


You can select any Consolidation Definition, except one which currently has an Open status (created but not posted).

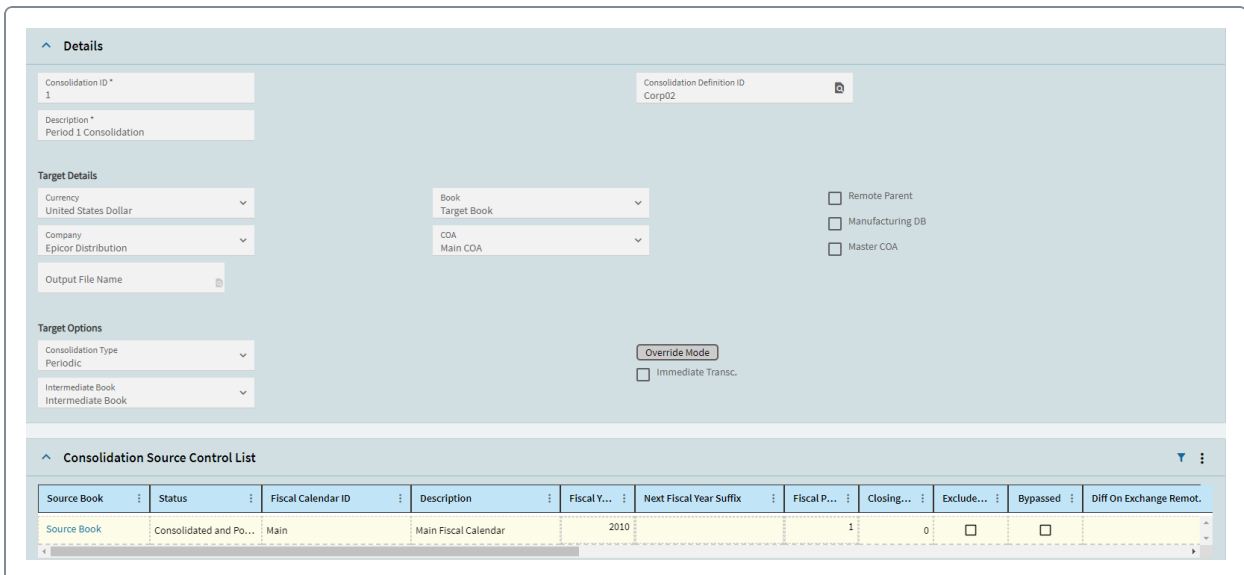
By default, for each source book, the selected fiscal period is the period that follows the last consolidated period.

- You can bypass periods (create consolidation for a later period).
- You cannot select periods that were already consolidated.
- You cannot select a period prior to a period that was already consolidated.

Retrospective Adjustment is disabled, and the From Period field is hidden.

To run a new consolidation:

1. Go to **Financial Management > Multi-Site > General Operations > Consolidate to Parent**.
2. Select **New**  to add a new consolidation.
3. Specify description or the consolidation. This concise explanation indicates the purpose of the record to other users.
4. Select the **Consolidation Definition ID** icon to search and select the consolidation definition you will use.
5. Review the **Consolidation Source Control List** for details of each source in the consolidation definition, including the current status of the consolidation. You can set up multiple sources in a consolidation definition.



Details

Consolidation ID *
1

Description *
Period 1 Consolidation

Consolidation Definition ID
Corp02

Target Details

Currency
United States Dollar

Company
Epicor Distribution

Output File Name

Book
Target Book

COA
Main COA

☐ Remote Parent

☐ Manufacturing DB

☐ Master COA

Target Options

Consolidation Type
Periodic

Intermediate Book
Intermediate Book

☐ Override Mode

☐ Immediate Transc.

Consolidation Source Control List

Source Book	Status	Fiscal Calendar ID	Description	Fiscal Y...	Next Fiscal Year Suffix	Fiscal P...	Closing...	Exclude...	Bypassed	Diff On Exchange Remot.
Source Book	Consolidated and Po...	Main	Main Fiscal Calendar	2010		1	0	<input type="checkbox"/>	<input type="checkbox"/>	

6. Save the changes.

Adding New Retro Adjustment

Use this option to run consolidation for previous periods (or the current period) that were already consolidated. The Consolidation Definition must have the Periodic consolidation type. Certain options and conditions apply to the New Retro Adjustment option:

You can only select a Consolidation Definition with the Delta generation mode selected.

You cannot select a Consolidation Definition which currently has an Open status (created but not posted).

By default, for each source book, the last consolidated period displays.


- You can select previous periods (already consolidated).
- You cannot select following periods that are not yet consolidated.
- Retrospective Adjustment is enabled. You can consolidate a range of periods from within the fiscal year.

In the **From Period** field, you can select any prior consolidated period within the fiscal year.



If you attempt to create a Retro Adjustment for a Consolidation Definition that has not yet been used for a consolidation, an error message displays. Use this option to run consolidation for previous periods (or the current period) that were already consolidated. The Consolidation Definition must have the Periodic consolidation type. Certain options and conditions apply to the New Retro Adjustment option:

To run a new consolidation:

1. Select **New Retro Adjustment**  to add a new consolidation.
2. Specify description or the consolidation. This concise explanation indicates the purpose of the record to other users.
3. Select the **Consolidation Definition ID** icon to search and select the consolidation definition you will use.
4. Review the **Consolidation Source Control List** for details of each source in the consolidation definition, including the current status of the consolidation. You can set up multiple sources in a consolidation definition.

Details

Consolidation ID *
1

Description *
Period 1 Consolidation

Consolidation Definition ID
Corp02

Target Details

Currency
United States Dollar

Book
Target Book

COA
Main COA

Output File Name

☐ Remote Parent
☐ Manufacturing DB
☐ Master COA

Target Options

Consolidation Type
Periodic

Intermediate Book
Intermediate Book

☐ Immediate Transc.

Consolidation Source Control List

Source Book	Status	Fiscal Calendar ID	Description	Fiscal Y...	Next Fiscal Year Suffix	Fiscal P...	Closing...	Exclude...	Bypassed	Diff On Exchange Remot.
Source Book	Consolidated and Po...	Main	Main Fiscal Calendar	2010	1	0	0	<input type="checkbox"/>	<input type="checkbox"/>	

5. Save the changes.

Defining Source Settings

1. If necessary, enter the identifier of the consolidation record in the Consolidation ID field or click the Consolidation ID button to find and select a record.
2. Navigate to the **Source Control > Detail** card. If necessary, change the entry in the Source Book field.

The consolidation uses this book as the source for consolidation journals. Availability of this field depends upon the consolidation definition selected on the Detail sheet. Continuous consolidations can have multiple source books. Periodic consolidations have one. The consolidation definition for the selected source book defines the defaults displayed in this sheet, including the fiscal year and period.

3. If necessary, change the entry in the **Closing Period** field. The number cannot exceed the number of periods in the fiscal calendar of the source book.

This field determines the maximum number of closed periods included in consolidation.

4. Use of the number 0 effectively blocks the generation of consolidation journals from the source book.
5. If necessary, change the Exclude Open Periods option to include or exclude open periods in this consolidation. Selection of the check box limits the consolidation to closed periods. This option blocks the creation of consolidation journals for a period until adjusting entries have been entered and the period closed.

6. If necessary, select Bypassed to post subsequent periods prior to processing the selected period. Selection of the check box allows consolidation of other periods in the consolidation record prior to posting of this period. All periods must be posted prior to running Consolidated Year End.

If the consolidation definition is set to Delta mode, the Adjust From Period field also displays. Use this field select a previously-consolidated period as the starting period for consolidation. This period, and all subsequent periods already consolidated, up to the Fiscal Period, will be adjusted. In such case, the Retrospective Adjustment label displays.

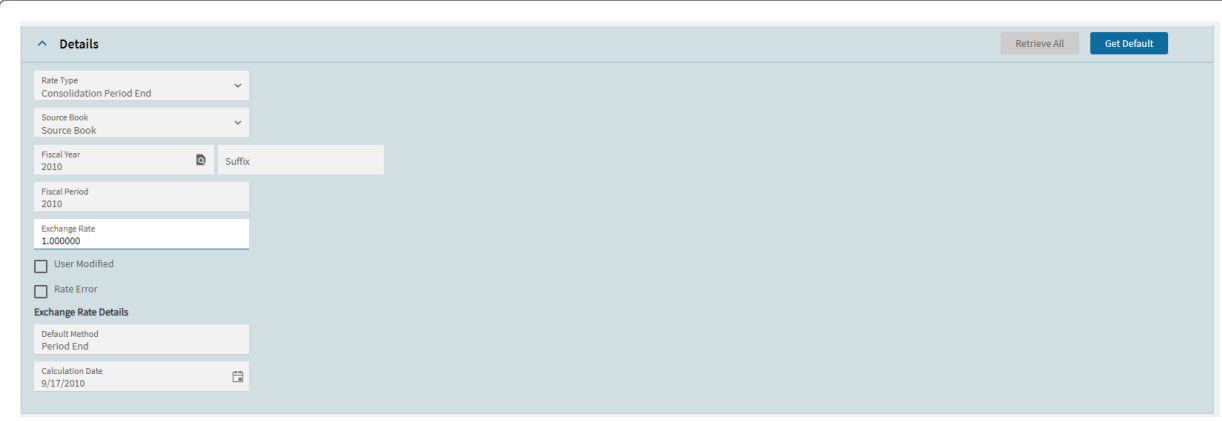
7. Save the changes.

Retrieving Exchange Rates

1. On the **Source Rate** card, select **Retrieve All** to retrieve all the rates for consolidation in the specified period or period range.

When rates for some periods were previously calculated or manually adjusted, these are retrieved from the database. For new periods / rate types, defaults are automatically calculated on retrieve.

2. Select **Get Default** to recalculate default rates for the currently-selected rate.



The screenshot shows a software interface titled "Details" with a light blue background. In the top right corner, there are two buttons: "Retrieve All" (light blue) and "Get Default" (dark blue). The form contains several input fields and checkboxes. On the left side, there is a vertical list of fields: "Rate Type" (dropdown menu showing "Consolidation Period End"), "Source Book" (dropdown menu showing "Source Book"), "Fiscal Year" (text field showing "2010" with a calendar icon), "Fiscal Period" (text field showing "2010"), "Exchange Rate" (text field showing "1.000000"), and "Calculation Date" (text field showing "9/17/2010" with a calendar icon). To the right of the "Fiscal Year" field is a "Suffix" field. Below the "Exchange Rate" field are two checkboxes: "User Modified" and "Rate Error", both of which are currently unchecked. At the bottom left, there is a section titled "Exchange Rate Details" containing a "Default Method" dropdown menu showing "Period End".

3. Save the changes.

Adding Consolidation Type Records

If you need to merge balances from several books into one, you first define how the consolidation will be calculated. The Consolidation Type lets you set up either a Period Movement or Balance Consolidation. Each type has its own Consolidation Rate Type associated with it. Many of these can be defined as these are selected in the **Consolidation Type Maintenance**.




Example: A Holding Company has several subsidiaries that have their own operational and accounting results that are independent of one another. They have the financial balances from many facets of their business. However, the company needs to consolidate on a continuous basis as opposed to period balances so they can produce their total companies accounting results at any given time. This company then runs a continuous consolidation to merge balances from several books into one in order to make consolidated financial reports and analysis.

The following table lists typical applications of consolidation rate types and consolidation types.

Typically applies to...	Consolidation Rate Type	Consolidation Type
COA categories for income statement accounts.	Daily Average	Period Movement
The default consolidation rate type for income statement accounts. This value applies to the source book in a consolidation definition.	Daily Average	N/A
COA categories used with monetary balance sheet accounts	Period End	Balance
COA categories used with non-monetary balance sheet accounts. This includes fixed assets, inventory, and equity accounts, including retained earnings.	Either Period End or Daily Average	Period Movement
The default consolidation rate type for balance sheet accounts. This value applies to the source book in a consolidation definition.	Period End	N/A

Use the landing page of the application to view existing consolidation types or to enter a new one.

In this article, we will cover adding a consolidation type.

1. From the main menu, go to **Financial Management > Multi-Site > Setup > Consolidation Type**.
2. Select **New** .
3. Enter the consolidation rate type and description.

4. Select the Default Method used to calculate the exchange rate applied during consolidations.

Calculation methods allow the use of balances or period movements. The balance method uses year-to-date balances to determine period balances for an account. Period movements use period balances to calculate account amounts.

Consolidation rate types determine the exchange rate used during consolidations. You can use the period-end method to apply a spot exchange rate or the daily-average method to apply an average exchange rate for a consolidation period. Exchange rate groups supply values and effective dates used in the calculation of consolidation exchange rates.

The calculation and rate types you select here will depend on where you use the consolidation type. Balance Sheet accounts typically have their closing amounts calculated by using the final exchange rate for the period. Because of this, they should use a Balance calculation type and a Month End rate type.

Income Statement accounts, however, typically will have their month movement calculated using an average exchange rate for the period. Because of this, they should use a **Period Movement** calculation type and a **Daily Average** rate type.



Example: Your main company is based in Germany, but you need to calculate the income from your subsidiary company in Mexico. To do this, you consolidate the exchange rate through a daily average. The system calculates an average exchange rate for the current period; This average is then used to calculate the value of the receipts (from pesos to euros) that come from your subsidiary.

The screenshot shows a 'Details' form with the following fields:

- Type ***: Bal
- Description ***: Balance Consolidation
- Calculation Type ***: Balance
- Consolidation Rate Type ***: Consolidation Daily Average

5. Select **Save**.

Defining Consolidation Rate Types

When you merge balances from several books into one, you first define how the consolidation will be calculated. **Consolidation Rate Type Maintenance** determines the exchange rates and balance amounts applied during consolidations. It helps convert balances when consolidated books use different currencies. Using the application, you can also define the method used for calculation of the exchange rates (Daily average, Month-end, or None).



Each rate type has its own Consolidation Type associated with it. You can find more details on the consolidation types in the [Adding Consolidation Type Records](#) article of the Application help.

Use the landing page of the application to view existing rate types or to enter a new one.


The following table lists typical applications of consolidation rate types and consolidation types.

Typically applies to...	Consolidation Rate Type	Consolidation Type
COA categories for income statement accounts.	Daily Average	Period Movement
The default consolidation rate type for income statement accounts. This value applies to the source book in a consolidation definition.	Daily Average	N/A
COA categories used with monetary balance sheet accounts	Period End	Balance
COA categories used with non-monetary balance sheet accounts. This includes fixed assets, inventory, and equity accounts, including retained earnings.	Either Period End or Daily Average	Period Movement
The default consolidation rate type for balance sheet accounts. This value applies to the source book in a consolidation definition.	Period End	N/A

In this article, we will cover creating consolidation rate type.

1. Open the **Consolidation Rate Type** app.

The Landing page displays. The page displays all the existing records. To open an existing record, select the record from the page grid.

2. Select **New**  to add a new consolidation rate type.

The Details page displays.

3. Enter the consolidation rate type and description.

Detail

Consolidation RateType *

Description *

4. Select the **Default Method** used to calculate the exchange rate applied during consolidations.

Default Method

Daily Average *

Daily Average

Daily Average

Period End

None

- **Daily Average** - Tracks the exchange rate during each day of a fiscal period. It then totals these exchange rates and divides this sum by the number of days within the period. The result is the average daily exchange rate. This daily average rate is multiplied against the final amounts to calculate their currency values for the period.



Tip: Daily Average Rate = (Day 1 Rate + Day 2 Rate + and so on...)/Number of Period Days

- **Period End** - Uses the exchange rate from the last day of the fiscal period. It then multiplies this exchange rate against the final amounts to calculate their currency values for the period.
- **None** - For this method, no calculation is automatically run by the system. Instead, you must manually enter the exchange rate for this rate type.



Example: You need to track the value of your assets in euros. To do this, you define a consolidation type that tracks the exchange rate by month-end. During period one, you have a machine that is worth \$1,000 USD; after consolidation is run, this machine is worth \$500 in euros. During period two, however, the same machine, still worth \$1,000 USD, is now worth \$750 in euros because of the month-end rate.

5. Select the **Currency Rate Type** you use with the consolidation rate type. The selected default method interacts with the conversion rules defined on the currency rate type to calculate the currency amounts which display in the intermediate book.

Multicurrency

Currency Rate Type

Main Rate Type

Rate Group USD

6. Select **Save**. 

Using Consolidation Monitor

Consolidation Monitor is a tool allowing the review of expected consolidations for selected Target Book from all sources, and current statuses of consolidations for selected Fiscal Period from receiving side on Target Company.

In Multi-Company environment, the consolidation monitor is an excellent screen to showcase centralized consolidation management.

In this article, we will cover:

- [Initializing consolidation monitor data](#)
- [Viewing data in a target company](#)

Initializing Consolidation Monitor Data

If your consolidation setup uses the Multi-Company or Multi-Company Direct process, use the Initialize/Send Data for Consolidation Monitors command in External Company Configuration.

You should run this command in each source company, to transfer data to the target company, specifically for use in the Consolidation Monitor. This enables the Consolidation Monitor to display accurate data, including data on consolidations that were created but not yet posted from the source book.

When you run this command, you can select a starting date from which to transfer data.

Viewing Data in a Target Company

1. From the main menu, navigate to **Financial Management > Multi-Site > General Operations > Consolidation Monitor**.
2. Select the **target book** for consolidations in the current company. Therefore, ensure you open the Consolidation Monitor in the target company.

Available options are:

- Local consolidations (from books in the same company as target - Adjustment books)
- Consolidations from subsidiaries located on the same server (Multi Company Direct)
- Consolidations from subsidiaries located on another server (Multi-Company Server)

In the **Fiscal Year/Suffix** and **Fiscal Period** fields, enter the year/period that corresponds with the last period covered by the consolidation(s) you want to retrieve. Once you have selected the required values, all applicable consolidation definitions and consolidations load into the monitor.

^ Filters

Target Book

Target Book

▼

Fiscal Year

2021

🔍

Suffix

Period

12

Period Start Date

6/1/2014

📅

Period End Date

6/30/2014

📅

3. Use the **Definitions** card to view details of individual consolidation definitions. This includes the consolidation ID, the current consolidation status, and the target and source details, including exchange rates used. These details are similar to the details in [Consolidate to Parent Entry](#), but read-only.


Generating the Import Log Listing Report

Run the **Import Log Listing Report** to list imported consolidation activity. This can be from the application database or other software.

The **Selection** parameters include:

- **Filter** - Informs you whether you used filters or not. After you select a specific filter option, the fields located in this pane display values depending on whether you filtered (Some Selected) or you did not (All Selected).
- **Report Style** - Select the report style option you want to use to run this report.
- **Schedule** - Indicates when you want to print the report. If you select something other than Now, the Recurring check box is available.
- **Archive Period** - Time period you want to keep the report in the System Monitor. The default is 0 Days, meaning that the report will be deleted from the monitor shortly after being printed.
After the Archive Period passes, the report is purged from the system. When a report is exactly purged is determined by a combination of the date/time the report generates, the number of days set in the report's Archive Period, and the Report Purge Frequency setting. The Report Purge Frequency is defined in the System Agent within its Task Agent Purge Settings.
- **User Description** - Describes a specific report run. The entered description displays in the System Monitor.
- **Recurring** - Select this check box if you want the report to run on a repeating basis. This check box is only available if you select a schedule other than Now.

To generate the report:

1. From the main menu, go to **Financial Management > Multi-Site > Reports > Import Log Listing**.
2. Select the parameters depending on what you want the report to display.
3. Select **Print Preview**. 

Importing Consolidation From Subsidiary

The **Import Consolidation from Subsidiary** app imports journals from a book in a different Epicor database. This app uses an output file that contains journals from the source book to create journals in the target book.

The import transfers subsidiary account balances to a consolidated chart of accounts (COA) for use in financial reports. Typically, the journals transfer balances from a source book owned by a subsidiary (child) company to a consolidated book owned by its parent company.

The consolidation process uses an output file to transfer data when the parent company runs on a different Epicor database than the subsidiary company. A consolidation definition can specify a target book on a remote parent in a different database. When you use the definition in Consolidate to Parent Entry, it results in the output of target journals to a flat file in ASCII format. After you import this file, you can post journals to the target book.

The Import Consolidation From Subsidiary app also defines the book which will update and post the journals in the imported file. Additionally, this app associates journal groups and codes with the imported journals. These values are used in journal entry and batch processing of the journals.

In this article, we will cover:

- [Importing a Consolidation](#)

Importing a Consolidation

Now try and import a consolidation.

1. From the main menu, navigate to **Financial Management > Multi-Site > General Operations > Import Consolidation From Subsidiary**.
2. To retrieve an existing record, in the **Generation ID** field, enter the ID number and select **Tab**.



You can also select **Search** , and select the record.

3. To create an import record, select **New** .



Kinetic generates a new entry Import ID number.

4. Use the **Description** field to identify the import record.
5. In the **Book ID** field, select the book to which the imported journals post.



Consolidation definitions specify a target COA used to create journals when the consolidation process creates an output file. Select a target book that uses the same COA.

6. In the **Fiscal Year** field, select fiscal calendar for the selected book to determine available fiscal years and periods.
7. In the **Period** field, select the period to which the imported journals post.
8. In the **Group ID** field, search for and select the group used in the last import.



Kinetic uses this identifier in batch processing of imported journals.

9. If necessary, specify or change the journal code using the **Journal** field.



Journal codes applied during posting can be used to group journals on reports and trackers.

10. If necessary, change the date in the **Apply Date** field.




The selected group ID determines the default. Posting errors might occur if journals apply to a closed period.

11. In the **Import File Name** field, search for and select the path of the import file.
12. Use the **Journal Header Description** field to describe a new import or change the description of an existing one.



This description supplies information for the user who next runs the import.

13. From the Overflow menu , select **Import**.