

CAMS[®] Enterprise

Microsoft Dynamics and GL Posting

Three Rivers Systems, Inc.

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Abstract

CAMS generates files that are imported into Microsoft Dynamics by means of the Integration Manager. The Integration Manager sends all contents to the Dynamics Batch where they can be evaluated and then posted directly into the general ledger. CAMS keeps an historical record of all postings. See the Billing guide or Online Help for specifics concerning posting, TransDoc definition, recreating postings, and accounting reports.

This document will cover the following topics:

- Setting up Integration Manager
- Posting Transactions from CAMS
- Importing Postings to Integration Manager

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Integration Manager Setup

Requirements

The posting workstation must be set up with full read-write access rights to CAMS and Dynamics (along with any data paths and network mapping locations). The CAMS export file name must be named the same each time it is exported (=WORKCAMS.txt).

Dynamics Integration Manager should be installed according to the instructions that come with the software. Once installed, there are a few setup tasks that need to take place. These steps will provide the proper links between the data from CAMS and Dynamics.

- ☐ Place Database File
- ☐ Set Database Path
- ☐ Define Source Properties
- ☐ Set Destination Mapping



Step-by-Step: Placing Database File

1. Locate the file **TRSv7.MDB** in <CAMS Enterprise Directory>:\CAMS Enterprise\Utils\ on the server where CAMS Enterprise is installed. This file stores the integration definitions.
2. Copy this file to **Microsoft Business Solutions\Integration Manager** on the server where Dynamics is installed.



Step-by-Step: Set Database Path

1. Open the Integration Manager.
2. Follow **Tools >Options** to the Options window.

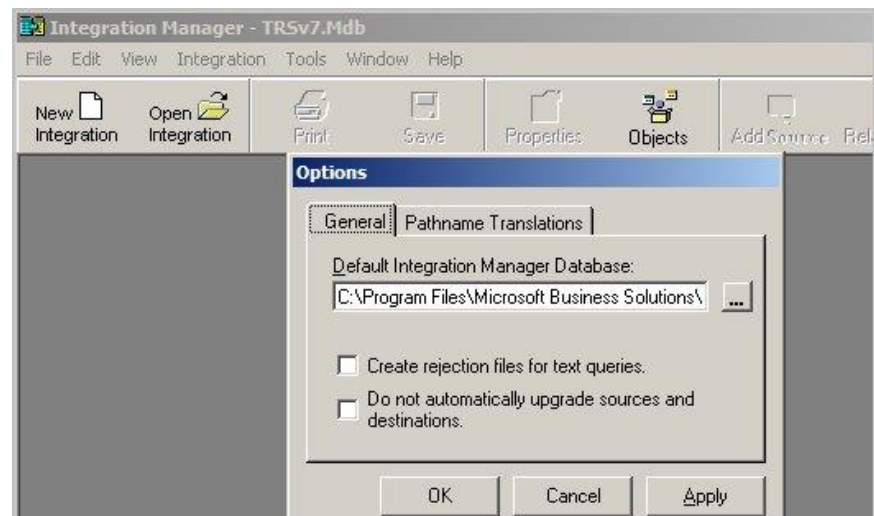


Figure 1: Options Window

3. Click the browser button to locate and select the **TRSv7.MDB** file from <Your Directory>:\Microsoft Business Solutions\Integration Manager.
4. Click **Open**.

- Click on **OK**; the IM will notify you that it must be restarted before the directory location can be changed.

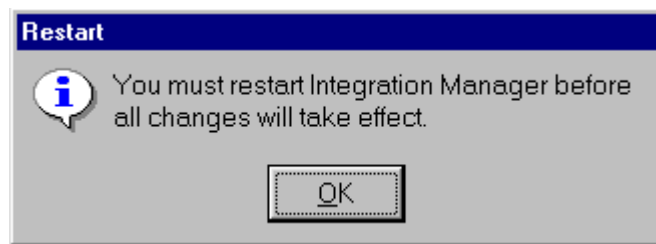


Figure 2: Restart Notice

- Click **OK**.

Setting GL Data Source Properties

During the integration process, it is necessary to direct Dynamics to the proper source files for obtaining relevant data. These sources must be set for both the GL posting files as well as the Accounts Payable posting files, which include vendor information.



Step-by-Step: Set GL Source Properties

- From the **Integration Manager**, either click on the **Open Integration** folder or select **File >Open Integration**.



Figure 3: Integration Manager

- Select the eCAMS GL Integration by highlighting this item on the list and clicking Open or double-clicking the item.

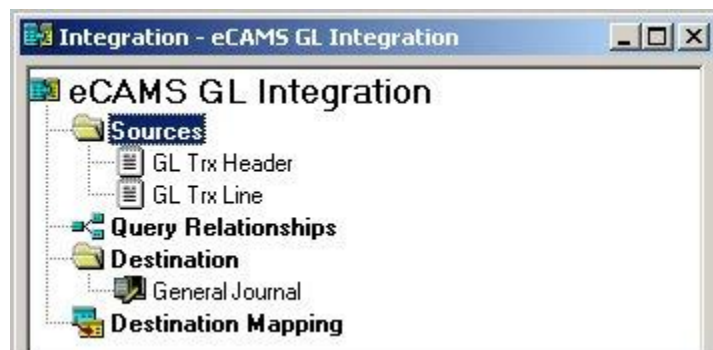


Figure 4: eCAMS GL Integration window

3. Select **GL Trx Header**. This query uses the output file from CAMS and includes sorting options that will allow it to be linked to the GL Header table in Dynamics.
4. Supply the directory path for the GL Posting file. For the GL Trx Header file, this location should be **<Your CAMS Enterprise Directory>\CAMS Enterprise\GL\Workcams.txt**.

Figure 5: GL TRX Header Properties



Note: This is the file created when Post to General Ledger has been executed in CAMS Enterprise. Each time this posting from CAMS occurs, the file created is titled "Workcams.txt" and resides in the location designated above. This location is the same path (GL Output Path) identified in CAMS Billing Configuration in the **CAMS Manager** module.

5. Click **Ok** to save your changes.
6. Repeat the same steps now for GL Trx Line, setting the same file path as that for the GL Trx Header. This query defines the detail portion of the GL batch entry

Setting Properties for Accounts Payable Postings

The Accounts Payable integration process involves two parts: Accounts Payable Vendors and Accounts Payable Items. As you can probably tell by the labels, one deals with vendor information while the other deals with transaction details. Both processes can be run together or you may choose to run them independently (See Running Integration Manager section for specific instructions regarding Accounts Payable Integration). Prior to running either of these processes however, it is necessary to set the path properties for both AP Vendors and AP Items.



Step-by-Step: Set AP Items Source Properties

1. From the **Integration Manager** window, either click on the **Open Integration** folder or select **File >Open Integration**.

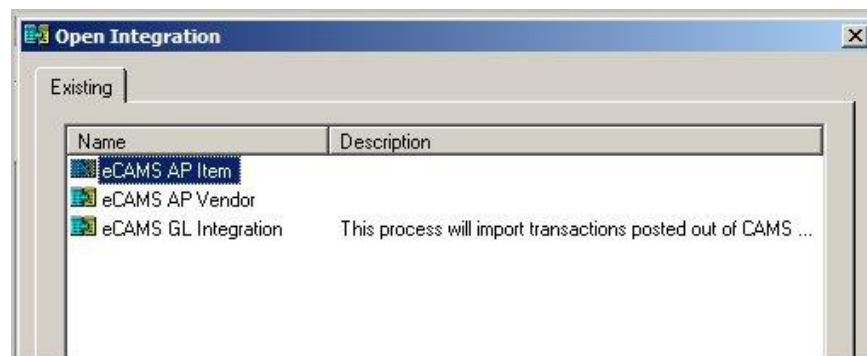


Figure 6: Open Integration window

2. Select eCAMS AP Item. These are CAMS Enterprise Accounts Payable Items.

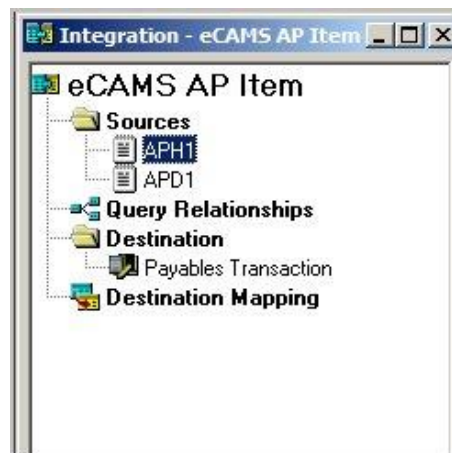


Figure 7: AP Header

3. Double-click **APH1** to open the properties detail.

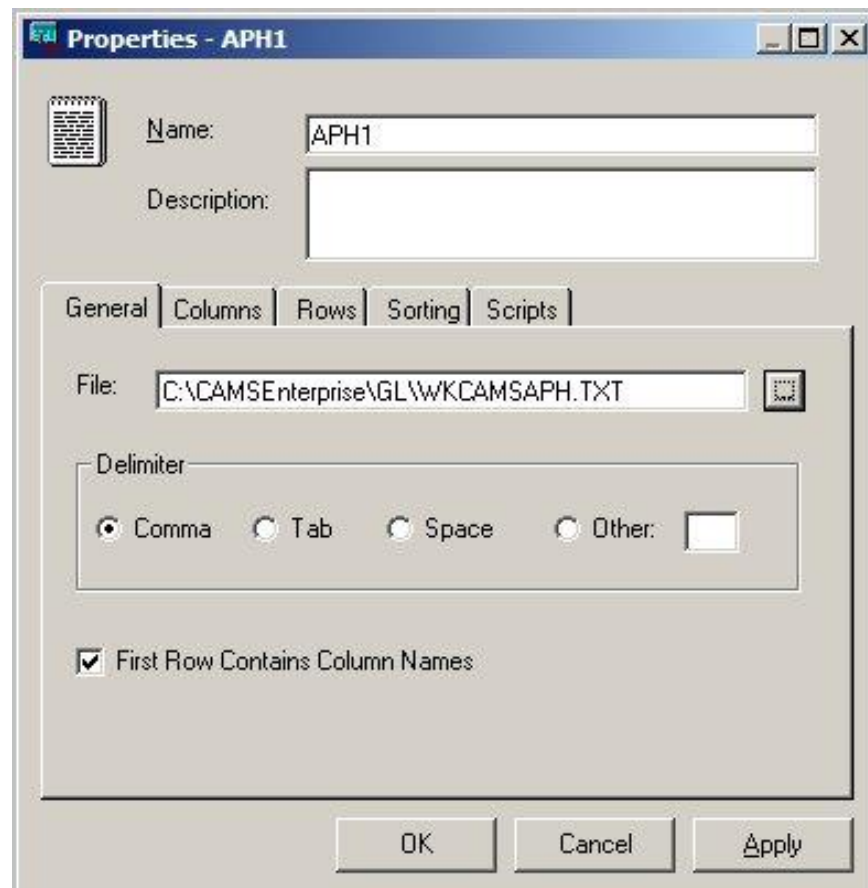


Figure 8: AP Header Properties window

4. As previously done with the GL Integration, you will set the file path for this process. Identify the file used for this query: *<Your CAMS Enterprise Directory>\CAMSEnterprise\GL\WKCAMS**APH**.txt*.
5. Click OK to save changes.
6. Repeat the same steps now for the CAMS AP Detail Items, but set the file path for CAMS AP Detail Items to the following: *<Your CAMS Enterprise Directory>\CAMSEnterprise\GL\WKCAMS**APD**.txt*.



Step-by-Step: Set AP Vendors Import Source Properties

1. From the **Open Integration** window, select **eCAMS AP Vendor**. This import process will import CAMS student information as vendor information.

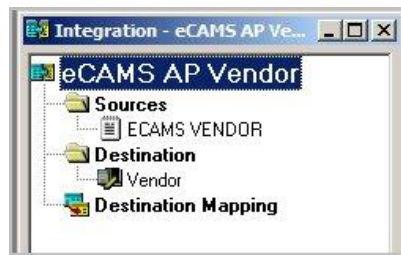


Figure 9: AP Vendors window

2. Select **eCAMS Vendor**.

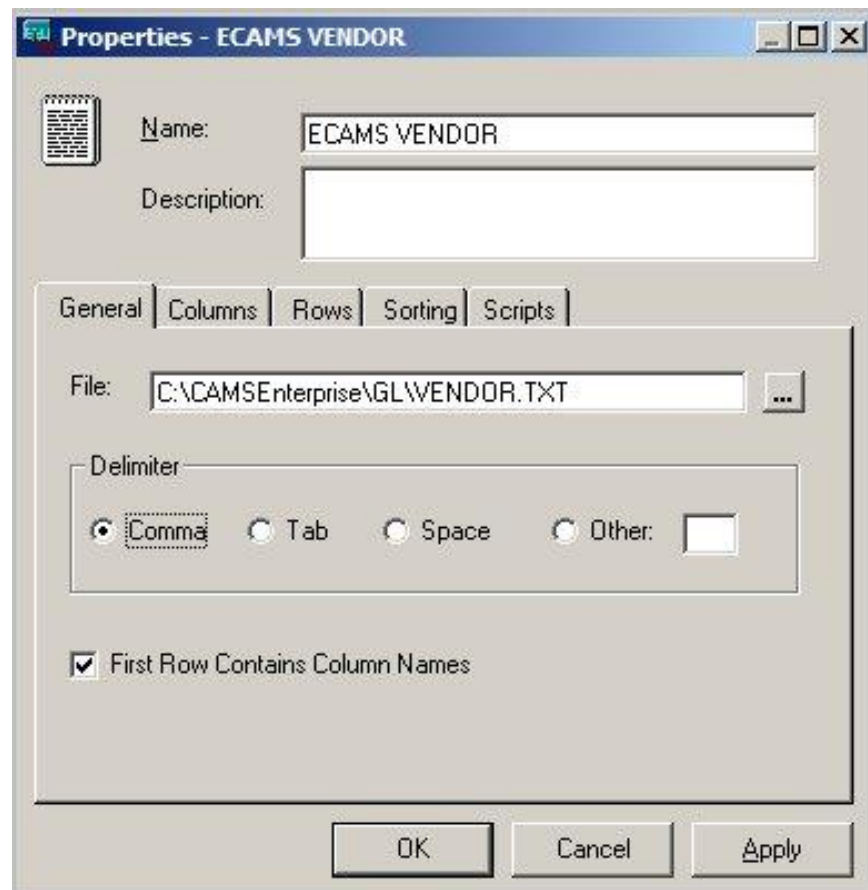


Figure 10: AP Vendor Properties

3. Supply the file path for this process: <Your CAMS Enterprise Directory>\CAMSEnterprise\GL\VENDOR.txt
4. Click **OK** to save changes.

Destination Mapping

After setting the source file paths, it will be necessary to map the data destination.



Step-by-Step: Map Integration Data

1. Open the Integration Mapping window by clicking **Destination Mapping** from the Open Integration Window, click **File > Open Integration > eCAMS GL Integration**.

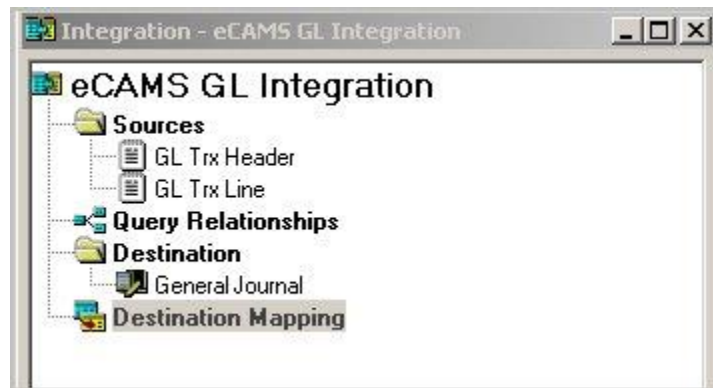


Figure 11: Destination Mapping

2. Click **General Journal** and set the field sources as displayed below:

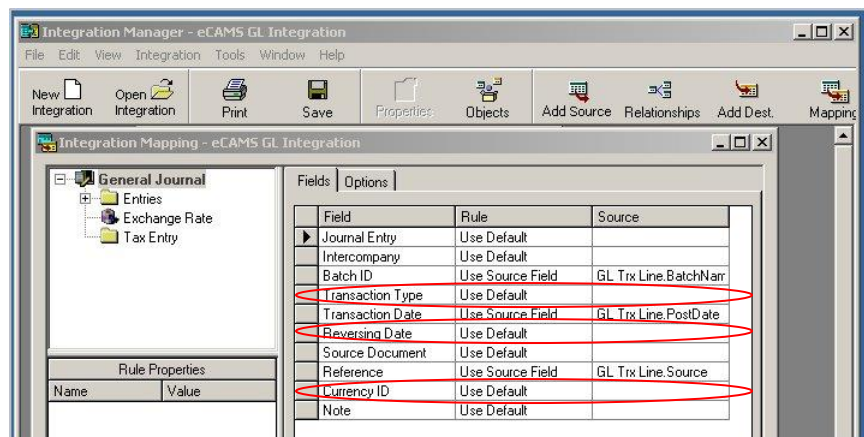


Figure 12: General Journal window

- Batch ID = GL Trx Line.BatchName
- Transaction Date = GL Trx Line.PostDate
- Reference = GL Trx Line.Source

3. Click the **Entries** folder.

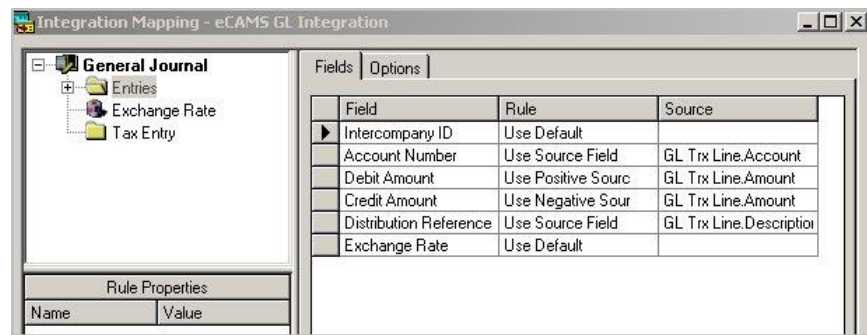


Figure 13: Integration Mapping

4. Set the field sources as displayed:
 - Account Number = GL Trx Line.Account
 - Debit Amount = GL Trx Line.Amount
 - Credit Amount = GL Trx Line.Amount
 - Distribution Reference = GL Trx Line.Description

You are now ready to begin the posting and integration process.

Post from CAMS

The following instructions assume you have selected Dynamics™ as the GL Output Type in the CAMS Billing configuration screen of CAMS Manager. See the Billing chapter for specifics:



The CAMS Billing Options dialog box contains the following fields:

- College Tax ID: 999999999
- Default Billing Address To: Home
- GL Output Type: DYNAMICS
- GL Output File Name: WORKCAMS.TXT
- GL Output Path: \\TRSSQLNIS_ECAMS\CAMSEnterpr
- Next Billing Receipt Ref#: 4150

Figure 14: Billing Options

Due to restrictions emanating from the Integration Manager, you must choose WORKCAMS.txt as the default output filename for GL posting.



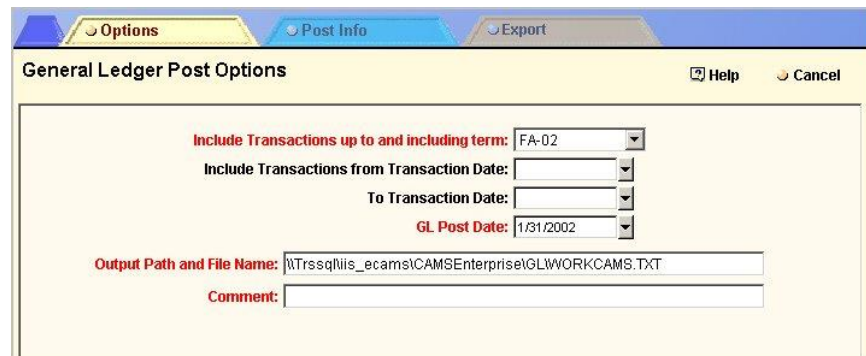
If multiple users post at your institution, you should be aware that the old file will be overwritten with the newest post file. Therefore, it is imperative to have a process in place that ensures that the import to Dynamics has taken place prior to running a post process.

AP posts will generate three files: VENDORS.TXT (a vendor information file), WKCAMAPH.TXT (a header file) and WKCAMSAPD.TXT (two line items file for each transaction).



Step-by-Step: Post to General Ledger

1. From the **CAMS Enterprise Home** page, click **Billing > Billing Accounting > Post Options > General Ledger**. The Post to GL screen opens.



The General Ledger Post Options dialog box contains the following fields:

- Include Transactions up to and including term: FA-02
- Include Transactions from Transaction Date: (empty)
- To Transaction Date: (empty)
- GL Post Date: 1/31/2002
- Output Path and File Name: \\Trssqlnis_ecams\CAMSEnterprise\GL\WORKCAMS.TXT
- Comment: (empty)

Figure 15: Post Options

2. Select the appropriate term.
3. Define date range (optional).
4. Enter the **GL Post Date**.

The General Ledger Post Date must correspond to the active ledger year in Dynamics or all records will be refused by the Integration Manager.

5. The Output Path and File Name field is auto populated by the system. CAMS will send the export file to this location and the TRS.MDB script will point the Integration Manager to the same place.

6. Supply Posting Comment, a simple description of the post.
7. Click Process. A prompt will display confirming that the WORKCAMS.TXT file has been created.
8. Click the Post tab to view the transactions that were exported.

	BatchName	PostDate	Source	Account	Description	Amount
1	AR2004-12-21	12/21/2004 12:1	CHALLTEST	000-1200-00	Challenge Test	\$504.00
2	AR2004-12-21	12/21/2004 12:1	CHALLTEST	000-2115-00	Opp Challenge	\$-504.00
3	AR2004-12-21	12/21/2004 12:1	HOUSING	000-1200-00	Housing Charge	\$30.00
4	AR2004-12-21	12/21/2004 12:1	HOUSING	000-2115-00	Opp Housing Cl	\$-30.00
5	AR2004-12-21	12/21/2004 12:1	MISC	000-2115-00	Opp Miscellaneous	\$-130.00
6	AR2004-12-21	12/21/2004 12:1	MISC	000-1200-00	Miscellaneous	\$130.00
7	AR2004-12-21	12/21/2004 12:1	TUITION	000-1200-00	Tuition	\$8,500.00
8	AR2004-12-21	12/21/2004 12:1	TUITION	000-2115-00	Opp Tuition	\$-8,500.00

Figure 16: Post to GL Results

9. The **Back** button will take you back to the previous screen, and **Export** will allow you to export these transactions to one of the following formats: ASCII, Excel, XML or you can produce a Report.



Step-by-Step: Post Accounts Payable

1. From the **CAMS Enterprise Home** page, click **Billing >Billing Accounting >Post Options >Accounts Payable**. The GL Post Accounts Payable window opens.

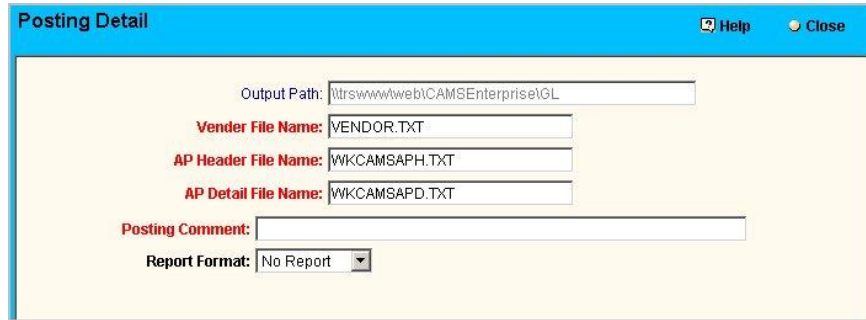
Figure 17: Accounts Payable Posting window

2. Select the appropriate term.
3. Define date range (optional).
4. Enter the GL Post Date.



Note: The General Ledger post date must correspond to the active ledger year in Dynamics or all records will be refused by the Integration Manager.

5. Supply Dynamics Options:
Document Type-These are values used and supplied by Dynamics.
6. Click “**Next Page**” to continue entering posting criteria.



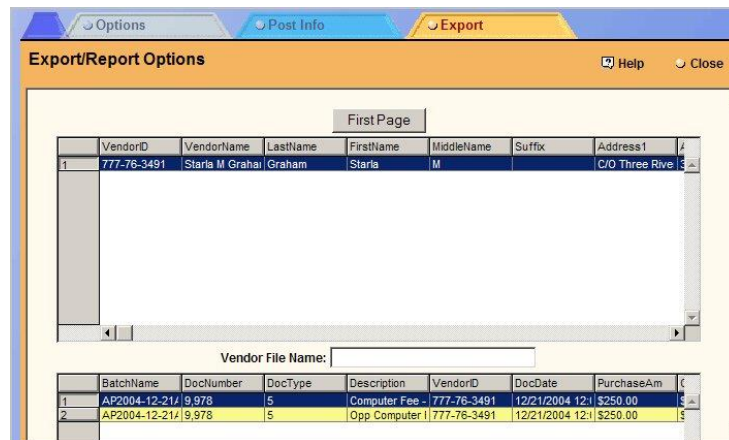
The screenshot shows the 'Posting Detail' window with the following fields:

- Output Path: \\trswwww\web\CAMSEnterprise\GL
- Vendor File Name: VENDOR.TXT
- AP Header File Name: WKCAMSAPH.TXT
- AP Detail File Name: WKCAMSAPD.TXT
- Posting Comment: (empty text box)
- Report Format: No Report (dropdown menu)

Figure 18: AP Posting Detail window

The Output Path and File Name, <Your Directory>\\CAMSEnterprise\GL, is hard-coded into the system.

1. Enter the appropriate filenames for each of the files that will be created during the post.
 - **Vendor File Name** = VENDOR.TXT
 - **AP Header File Name** = WKCAMSAPH.TXT
 - **AP Detail File Name** = WKCAMSAPD.TXT
2. Supply Posting Comment, a simple description of the post.
3. Select a Report Type. Upon running the post process, CAMS will produce a report of the transactions being posted. Options include By Vendor and By TransDoc, or you can choose to simply post with No Report.
4. Click Post Process. You will be prompted to confirm that you wish to continue with the post. Once you click Yes, there is no “Undo”. The transactions meeting your criteria will be marked as posted and added to the proper .TXT files.



The screenshot shows the 'Export/Report Options' window with two tables. The top table is a vendor list, and the bottom table is a transaction list.

First Page							
	VendorID	VendorName	LastName	FirstName	MiddleName	Suffix	Address1
1	777-76-3491	Starla M Graham	Graham	Starla	M		C/O Three Rivers

Vendor File Name:							
	BatchName	DocNumber	DocType	Description	VendorID	DocDate	PurchaseAm
1	AP2004-12-21	9,978	5	Computer Fee -	777-76-3491	12/21/2004 12:	\$250.00
2	AP2004-12-21	9,978	5	Opp Computer I	777-76-3491	12/21/2004 12:	\$250.00

Figure 19: AP Posting Results

Posting Layouts

DYN General Ledger Layouts

Field Number	Field Name	Description
1	Batch Name	System-generated posting batch name
2	Post Date	Post date; read from posting input prompts
3	Source	Transaction Document
4	Account	Account Number
5	Description	Either from 1) Post in Summary = TransDoc description field, or 2) Post in Detail = Transaction description field Either truncated to 30 characters
6	Amount	Posting Amount
7	User	Posting User
8	Journal ID	Unique Number for each set of transactions, groups a transaction set together during journal importation

DYN AP Vendor Layouts

Field Number	Field Name	Description
1	VENDORID	CAMS StudentUID
2	VENDORNAME	Student name (First Middle Last)
3	CONTACT	Student Preferred Name
4	ADDRESS1	Billing Address Line 1
5	ADDRESS2	Billing Address Line 2
6	CITY	Billing City
7	STATE	Billing State
8	ZIPCODE	Billing Zip Code
9	COUNTRY	Billing Country
10	PHONE	Billing Phone Number
11	ADDRESSCODE	Constant "Billing" operates in Dynamics as an address identifier

DYN AP Header Layouts

Field Number	Field Name	Description
1	BATCHNAME	CAMS Generated AP Batch Name
2	DOCNUMBER	Transaction Identification Number
3	DOCTYPE	Constant "5" or Credit Memo value in Dynamics
4	DESCRIPTION	CAMS Transaction Description
5	VENDORID	StudentUID
6	DOCDATE	Posting Date from Post/Recreate Options
7	PURCHASEAMT	Absolute Value of Transaction Amount
8	CHECKAMT	Zero

DYN AP Line Item Layouts

Field Number	Field Name	Description
1	BATCHNAME	CAMS Generated AP Batch Name
2	DOCNUMBER	Transaction Identification Number
3	DOCTYPE	Constant "5" or Credit Memo value in Dynamics
4	DESCRIPTION	CAMS Transaction Description
5	VENDORID	StudentUID
6	DOCDATE	Posting Date from Post/Recreate Options
7	PURCHASEAMT	Absolute Value of Transaction Amount
8	CHECKAMT	Zero
9	ACCOUNT	TransDoc Account Number field (first entry) TransDoc Opposing Account Number (second entry)
10	DISTTYPE	Positive values = "2" for Dynamics PAY type, Negative values = "-6" for Dynamics PURCH
11	DEBIT	If Positive = Transaction Amount, If Negative = Zero
12	CREDIT	If Positive = Zero, If Negative = Transaction Amount

DYN AX General Ledger Layouts

Field Number	Field Name	Description
1	Batch Name	System-generated posting batch name
2	Post Date	Post date; read from posting input prompts
3	Source	Transaction Document
4	Account	Account Number
5	Description	Either from 1) Post in Summary = TransDoc description field, or 2) Post in Detail – Transaction description field Either truncated to 30 characters
6	Amount	Posting Amount
7	User	Posting User
8	Journal ID	Unique Number for each set of transaction, groups, a transaction set together during journal importation
9	Original Amount	Currency Type Amount
10	Currency Type	Currency Type used for the transaction
11	Exchange Rate	Exchange Rate for the Currency Type at the time of the transaction
12	Converted Amount	Amount converted per the Exchange Rate
13	Sort Term	Sort Term for the Term set in the transaction
14	Text Term	Text Term set in the transaction
15	Ref No	Transaction Reference Number
16	OwnerUID	StudentUID

DYN AX AP Vendor Layouts

Field Number	Field Name	Description
1	Vendor ID	CAMS StudentUID
2	Vendor Name	Student Name (First Middle Last)
3	Last Name	Student Last Name
4	First Name	Student First Name
5	Middle Name	Student Middle Name
6	Suffix	Student Suffix
7	Address 1	Billing Address Line 1
8	Address 2	Billing Address Line 2
9	City	Billing City
10	State	Billing State
11	Zip Code	Billing Zip Code
12	Country	Billing Country
13	Phone	Billing Phone Number
14	Address Code	Constant "Billing" operates in Dynamics as an address identifier
15	System ID	StudentUID prefaced with "CE"

DYN AX AP Header Layouts

Field Number	Field Name	Description
1	Batch Name	System-generated posting batch name
2	Doc Number	Transaction Identification Number
3	Doc Type	Transaction Document, Used in Dynamics Posting
4	Description	CAMS Transaction Description
5	Vendor ID	StudentUID
6	Doc Date	Posting Date from Post/Recreate Options
7	Purchase Amount	Absolute Value of Transaction Amount
8	Check Amt	Zero
9	System ID	BillingOwnerUID prefaced with "CE"
10	Base Currency Type	System Base Currency set in Multi-Currency Configuration
11	Currency Type	Currency Type used for the transaction
12	Currency Type Amount	Currency Type Amount of the transaction
13	Exchange Rate	Exchange Rate for the Currency Type at the time of the transaction
14	Base Currency Amount	Base Currency Amount of the transaction calculated at the time of the transaction based on the Exchange Rate
15	Sort Term	Sort Term for the Term set in the transaction
16	Text Term	Text Term set in the transaction
17	Vendor Name	Student Name (First Middle Last)
18	Ref No	Transaction Reference Number

DYN AX AP Line Item Layouts

Field Number	Field Name	Description
1	Batch Name	System-generated posting batch name
2	Doc Number	Transaction Identification Number
3	Doc Type	Transaction Document, Used in Dynamics Posting
4	Description	CAMS Transaction Description
5	Vendor ID	StudentUID
6	Doc Date	Posting Date from Post/Recreate Options
7	Purchase Amount	Absolute Value of Transaction Amount
8	Check Amt	Zero
9	Account	Account Number
10	Dist Type	
11	Debit	Debit Amount
12	Credit	Credit Amount
13	System ID	BillingOwnerUID prefaced with "CE"
14	Base Currency Type	System Base Currency set in Multi-Currency Configuration
15	Currency Type	Currency Type used for the transaction
16	Currency Type Amount	Currency Type Amount of the transaction
17	Exchange Rate	Exchange Rate for the Currency Type at the time of the transaction
18	Base Currency Amount	Base Currency Amount of the transaction calculated at the time of the transaction based on the Exchange Rate
19	Sort Term	Sort Term for the Term set in the transaction
20	Text Term	Text Term set in the transaction
21	Vendor Name	Student Name (First Middle Last)
22	Ref No	Transaction Reference Number

Dynamics NAV GL, AP, and Development GL Layouts

Field Number	Field Name	Description
1	Posting Date	Post date; read from posting input prompts
2	Document Date	The date of the GL Posting
3	Document Type	Blank by default
4	Document No.	Hard-coded to 1000
5	External Document Number	Blank by default
6	Dimension Combination	Account Numbers from TransDoc or Development Campaign Maintenance
7	Description	TransDoc Description or Development Campaign Maintenance
8	Amount	Total for TransDocs posted in summary or transaction amount
9	Bal. Account Type	Blank by default
10	Bal. Account No.	Blank by default
11	Reason Code	Blank by default

Import Postings into the Integration Manager

The final process is to import the CAMS file through the Integration Manager into the Dynamics batch.



Step-by-Step: Run Integration Manager

1. Open the **Run Integration** window. From the Start menu, **Microsoft Business Solutions >Integration Manager >Run Integration** or from the Integration Manager window, **Integration >Run**.

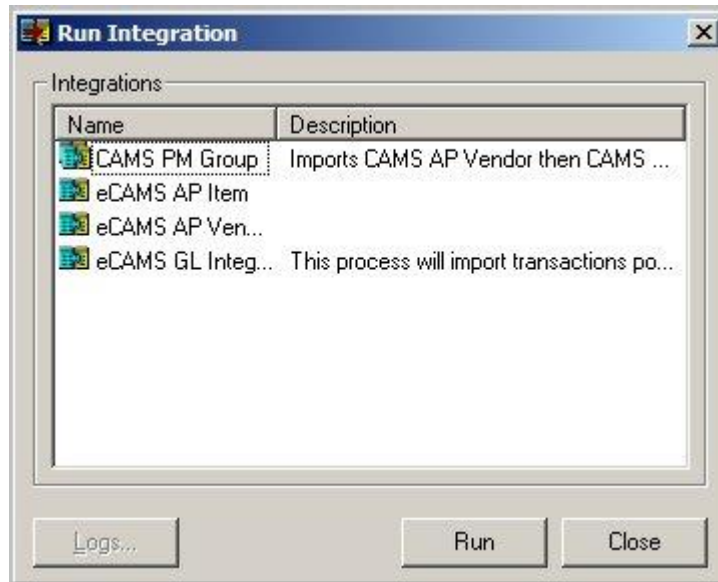


Figure 20: Run Integration window

2. The four choices you have are:
 - CAMS PM Group
 - eCAMS Accounts Payable Items
 - eCAMS Accounts Payable Vendors Import
 - eCAMS GL Integration

The first three are for accounts payable posting. You can either run Vendors Import followed by Payable Items, or run CAMS PM Group alone, which batches both processes together integrating them in the proper order automatically.

Here we illustrate the GL process; however Accounts Payable can be run similarly by selecting that process. See the field layout descriptions included in this section.

3. Select **eCAMS GL Integration**.

4. Click the **Run** button; the Integration Manager will open **CAMS GL Integration**. You can see a log of the posting that includes summary and detail screens.

eCAMS GL Integration Progress

Status

Start Time: 3:33:51 PM Remaining Time: 00:00:01
 Elapsed Time: 00:00:19 Docs/Sec: 0.37

Current Document:

Messages:

7 documents were attempted:
 5 integrated without warnings.
 1 integrated with warnings.
 1 failed to integrate.

Progress

Total Queried: 7 Integrated Successfully: 5
 Attempted: 7 Integrated with Warning: 1
 Integration Failed: 1

100%

View Log... Close

Figure 21: Integration Progress window

5. Click the View Log button; the Integration Log Viewer screen opens.

Integration Log Viewer

Summary

Integration Name: eCAMS GL Integration
 Start Time: 12/19/2002 3:33:51 PM
 Finish Time: 12/19/2002 3:34:10 PM
 Completion Status: Completed
 Integration Status: Some Documents Failed

Document Counts

Total Queried: 7
 Attempted to Integrate: 7
 Integrated Successfully: 5
 Integrated with Warning: 1
 Integration Failed: 1

Document Detail

Doc No	Document ID	Status
1	2	Warning
2	3	Succeeded
3	4	Succeeded
4	5	Succeeded
5	6	Failed
6	7	Succeeded
7	8	Succeeded

Open...

Activity Detail

Message	Time
Opening source query...	12/19/2002
Establishing source record count...	12/19/2002
Beginning integration...	12/19/2002
Integration Complete -- Partial Success	12/19/2002
Integration Results	12/19/2002

Open...

Print... Close

Figure 22: Integration Log

- To view specific detail about any message, highlight that item and click the Open button; the Integration Log Document Detail screen opens.

The screenshot shows the 'Integration Log Document Detail' window. It has a 'Document Summary' section with fields for Document No. (5), Document ID (6), Action (Insert), Elapsed Time (0.04 Seconds), and Status (Failed). Below this is an 'Activity Detail' section containing a table with columns: Message, Source, Time, and File. The table contains two rows of error messages. At the bottom right are 'Open...' and 'Close' buttons.

Message	Source	Time	File
DOC 5 ERROR: Null value not allowed for field 'Entries.Account Number'.	Use Source Field	12/19/2002	Ent
DOC 5 ERROR: Null value not allowed for field 'Entries.Account Number'.	Use Source Field	12/19/2002	Ent

Figure 23: Log Detail

Proofing and Posting the Batch

Once the Integration Manager has processed this information, the data is viewed in Dynamics' batch and is available for posting to the GL. Here is the process.



Step-By-Step: Proofing and Posting the Batch

- Click **Transactions > Financial** in the toolbar in order to open the Financial menu.
- Select **Batches** from the pull-down menu.



Figure 24: Dynamics Menu

- A blank batch entry screen opens. Click the **Lookup** icon to view a list of all current batches, grouped by date.

Batch Entry

Save Clear Delete Post

Batch ID: [] Origin: []

Comment: []

Frequency: Single Use Break Down Allocation

Recurring Posting: 0 Last Date Posted: 0/0/0000

Days to Increment: 0 Times Posted: 0

	Control	Actual
Journal Entries	0	0
Batch Total	\$0.00	\$0.00

Approved: [] User ID: [] Approval Date: 0/0/0000 Transactions

Figure 25: Batch Entry window

4. Double-click the batch with which you wish to work (or highlight the batch and click **Select**). The Batch ID name will appear in the upper-right hand text field.

5. Click the **Transactions** button at the bottom right of the screen to view detail.

Transaction Entry

Save | Delete | Post

Journal Entry: 881 | Intercompany: ☐ | Batch ID: AR2002-02-08A

Transaction Type: ☒ Standard ☐ Reversing | Transaction Date: 2/8/2002 | Reversing Date: 0/0/0000

Source Document: GJ | Reference: APPFEE | Currency ID: Z-US\$

Co. ID	Account	Debit	Credit	Description	Exchange Rate	Distribution Reference	Corresp Co. ID
TWO	000 - 1200 - 00	\$50.00	\$0.00				
TWO	000 - 6750 - 00	\$0.00	\$50.00				
	- -	\$0.00	\$0.00				
Total		\$50.00	\$50.00				
Difference			\$0.00				

by Batch ID | Status: Unposted

Figure 26: Transaction Entry window

6. Make any changes as required.
7. Click **Post** and follow the prompts to send the information to the general ledger.



Note: that you can send the posting information to the screen or to the printer first for additional review.

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