

TERNPOINT

TPS Advanced Direct Posting

TPS Advanced Direct Posting is a Microsoft Dynamics 365 Business Central app that allows the restriction of sales, service, purchasing, and journal postings to a G/L Account when direct posting is enabled. Begin the setup process upon downloading.

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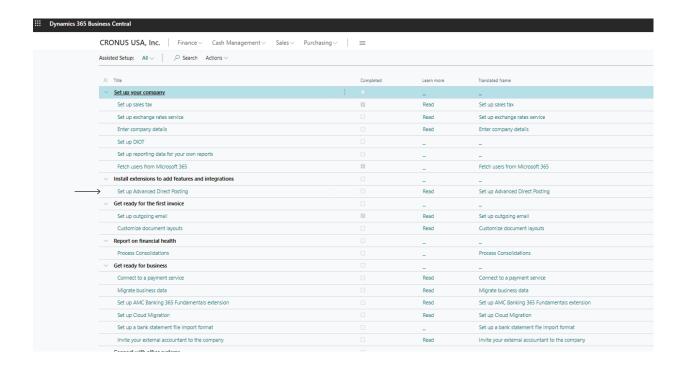


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Setup

ASSISTED SETUP

- 1. Search for Assisted Setup and open the page.
- 2. Complete the wizard registration under Advanced Direct Posting to start using the app.

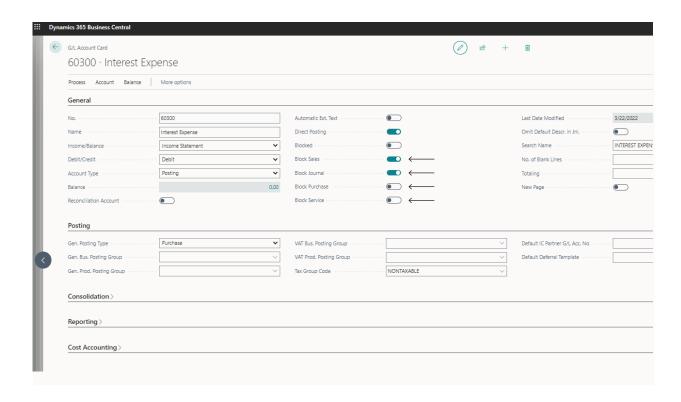




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CHART OF ACCOUNTS

- I. Search for Chart of Accounts and open the page.
- 2. Navigate to the G/L Account where you would like to set up posting restrictions. Open the card.
- 3. There are four new fields on the General tab of the G/L Account card:
 - a. Block Sales
 - b.Block Journal
 - c. Block Purchase
 - d. Block Service
- 4. Ensure Direct Posting is enabled on the G/L Account card.
 - a. Note: Turning on Direct Posting for control accounts is not recommended, as it can affect the balance with the subledger.
- 5. Select the areas for restricted posting. You may select more than one.
 - a. Block Sales prevents the account from being used on a sales line.
 - b. Block Journal prevents postings from journals, including recurring journals.
 - c. Block Purchase prevents the account from being used on a purchase line.
 - d. Block Service prevents the account from being used on a service order line.
- 6. Close the G/L Account card after making selections.
- 7. Users are now prevented from using the account in the selected, blocked areas.



8. To remove or update your selections, return to the G/L Account card and unselect the selection(s). Then close the card.

