








Solutions from SAP  
SAP Business One

# Data Migration and Opening Balances Implementation Guide

October 2004



## Icons

Icon	Meaning
	Caution
	Example
	Note
	Recommendation
	Syntax

## Typographic Conventions

Type Style	Description
<i>Example text</i>	Words or characters that appear on the screen. These include field names, screen titles, pushbuttons as well as menu names, paths and options.  Cross-references to other documentation.
<b>Example text</b>	Emphasized words or phrases in body text, titles of graphics and tables.
EXAMPLE TEXT	Names of elements in the system. These include report names, program names, transaction codes, table names, and individual key words of a programming language, when surrounded by body text, for example, SELECT and INCLUDE.
Example text	Screen output. This includes file and directory names and their paths, messages, source code, names of variables and parameters as well as names of installation, upgrade and database tools.
EXAMPLE TEXT	Keys on the keyboard, for example, function keys (such as F2) or the ENTER key.
<b>Example text</b>	Exact user entry. These are words or characters that you enter in the system exactly as they appear in the documentation.
<Example text>	Variable user entry. Pointed brackets indicate that you replace these words and characters with appropriate entries.

## Contents

Data Migration .....	4
Planning .....	4
Prerequisites .....	4
Working with a Test Database Parallel to Production .....	6
Dependencies .....	6
Migration of Master Data .....	7
Migration of Open Items without Impact on GL .....	9
Migration of Opening Balances .....	10
Usage of the Opening Balance Account .....	10
Business Partner Opening Balances .....	11
Inventory Opening Balances .....	13
Outstanding Transactions for Cash Accounts and External Bank Statements .....	15
G/L Account Balances .....	16
Reconciliation .....	18
Reconciliation of Inventory Balances .....	18
Reconciliation of Business Partner Balances .....	18
Reconciliation of G/L Balances .....	18
Reconciliation of Other Open Items .....	19
Copyright .....	20

# Data Migration

## Planning

Most implementations require the migration of legacy data into the new SAP Business One system. Master data (for example, customers, vendors or products) and transactions (open balances) should be available in the new system before going live.

Depending on the requirements, SAP Business One provides different tools for data migration such as:

- Beginning Balances Utility
- Data Transfer Workbench

The following aspects of data migration requirements and time frames must be discussed with your customer in detail:

- To what extent is data migration required? What are the volumes behind it? What is the quality of the data in the legacy systems?
- Does the customer want to rebuild the database manually? Or, depending on the volume, should it be a combination of manual and automatic data migration?
- Which types of data must be imported automatically, that is, which types of master data (for example, business partners, items, chart of accounts etc.) and transactions (open documents, inventory balances etc.)?
- What are the sources of legacy data for data migration, that is, which kinds of databases and systems (DOS, Windows environment) are used? How can the data be extracted (ASCII or Excel format)?
- Are there any changes to the data required? For example, does the customer want to introduce new accounts or customer codes?



You should pay special attention if the customer decides to rebuild and change the master data (for example, by introducing a new numbering convention). This also influences the migration of documents.

It is strongly recommended that the customer does a cleanup of the data before migrating it to the new system.

## Prerequisites

### Complete System Initialization

System initialization and definitions must be completed since most of the data entered during system setup is required as references for data migration (for example warehouses, GL accounts, bank accounts, customer groups etc.).

Please see the System Initialization Guide for more information.

### Define Specific Data Migration Parameters

Specific initialization setup might be required depending on the customer requirements.

One question to clarify with the customer is how the document numbering for the legacy documents should work. If the legacy documents should be entered with the original number, the AR documents could be entered with manual numbers. In this case, you must ensure that there are no overlapping numbers when defining the series for new documents. On the AP side, a manual numbering is not

possible when entering the invoices manually. However, manual numbering is possible when importing the documents via the Data Transfer Workbench.

Another possibility to distinguish between legacy and non-legacy transactions is to create separate transaction codes in the general ledger for G/L balances for example.

## Define Currency Exchange Rates

If you have a system currency different from local currency that requires an exchange rate, you need to supply these exchange rates for the previous fiscal year(s) in SAP Business One prior to entering or importing open transactions.

It is recommended that you migrate foreign currency transactions with the original exchange rates (same as in the legacy system) in order to realize the correct gains and losses according to those exchange rates at the time of payment. Otherwise, the sub-ledger will not align with the GL balances from the legacy system according to exchange differences.



When creating opening balances via marketing documents, you can specify the exchange rate in the document directly. For journal entries (including the Opening Balances utility in SAP Business One), the exchange rate is not recorded in the journal entry transaction. Therefore, you need to either supply the exchange rate first in the table before entering/loading these transactions or specify the actual foreign currency amounts in your data files.

If exchange rates are needed for the system currency, they have to be supplied in the exchange rate table prior to entry/import of transactions.

## Create and Open Periods

In order to avoid postings into the wrong periods, make sure only the periods of one fiscal year is open at the same time.

According to the historic time line you wish to record in the system, create the relevant posting periods. For example, if you want to have the history of the last two years, create periods for three fiscal years – two for the history, and one for the current. If you already have the database with the current period, you may change the code and name to match the historical periods and then create new ones.

If you migrate only open balances from the previous year, you could create at the beginning only the periods for this fiscal year and create the future fiscal years later once the data migration is completed. Otherwise, you have to set all future periods to *Locked* and *Inactive*.

- Active = No => Documents from sales, purchasing, warehouse and production can no longer be posted.
- Locked = Yes=> No further journal entries can be made.



Depending on the customer requirements, it might be easier to create the previous fiscal year as a yearly period and not as monthly periods.



When creating a new posting period, whether the new posting period dates are before or after the existing periods, the G/L account determination for the new posting period will be taken automatically from the current active period.

## Working with a Test Database Parallel to Production

Once you create a database, you can always use the backup and restore function to duplicate the database. This allows you to have a production environment and one or several testing environments.

Make sure your production database will always contain real data only.

The original database will be the production one. Every time you add any set up, definition, user-fields and tables, backup the database and restore it to the test database to perform any type of testing.

Before and after every major import, back up the real database and restore it as a test database. This will ensure that you always have a clean production database with real data and a test environment that uses the most recent data as well.

## Dependencies

Due to dependencies, the data needs to be migrated in a predefined order:

1. Master Data
  - a. Chart of Accounts
  - b. Budget
  - c. Business Partners
  - d. Items
  - e. Bills of Material
  - f. Sales Forecast
  - g. Price Lists
  - h. Special Prices
  - i. Catalogue Numbers
  - j. Employees
  - k. Service Contract
  - l. Service Templates
  - m. Customer Equipment Card
  - n. Knowledgebase Solutions
2. Inventory Balances
3. Open Items and Transactions:
  - a. Open Quotations, Sales Orders and Purchase Orders
  - b. Open Delivery Notes and Goods Receipts PO (only if absolutely required)
  - c. Open AP and AR Invoices
  - d. Contacts with business partners (Activities)
  - e. Incoming Payments and Vendor Payments (Prepayments or on-account payments only)
  - f. Banks Pages
  - g. Sales Opportunities
  - h. Service Calls
  - i. Work Orders
4. GL Balances

# Migration of Master Data

## Chart of Accounts

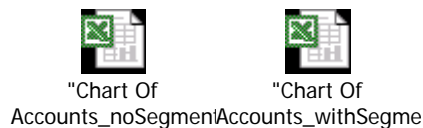
If the chart of accounts is defaulted during System Initialization, a data migration of the Chart of Accounts is not necessary. The chart of accounts needs to be revised only and completed manually.

In case a different chart of accounts is required, the chart of accounts can be either entered manually or imported via the Data Transfer Workbench.

Hints for importing the chart of accounts:

- The drawers are identified by a sequential number followed by 14 zeros, for example 1000000000000000 for Assets, 2000000000000000 for Liabilities.
- All drawers are level 1.
- In the parent account field, type the account code of the level above the account to be inserted. If the level above is a title, you need to type the code of the title exactly as it has been defined. If you insert a title on level 2, the parent account is the drawer.
- When using account segmentation, the field Account Code needs to be filled with the complete account code combination including all segments. The account code combination must be entered without any separator, but as a string; for example: 6000000100101.  
In old versions of the Data Transfer Workbench only: In the mapping, the account code field has to be mapped manually to the field Format Code.

Examples of Excel files used to import the chart of accounts via the Data Transfer Workbench:



## Business Partners

Business Partners can be entered manually or imported via the Data Transfer Workbench.

Hints for importing business partners via the DTW:

- Use the CardCode as the record key in the header and the line files, then it is easier to identify addresses and contacts.
- The Contact Person in the header file defines the default contact person if more than one contact will be imported.
- The mail address in the header corresponds to the ship-to address. If more than one ship-to address should be imported for the business partner, the remaining ship-to addresses have to be defined in the address file.
- The line files are optional.
- If you wish to import or update contact persons or address information only, you must provide the header data file as well, containing the LineType, RecordKey and Cardcode to identify the relevant record for updating.

Examples of Excel files used to import business partners via the Data Transfer Workbench:



## Items and Item Prices

Items can be entered manually or imported via the Data Transfer Workbench.

Hints for importing items:

- If the *G/L Method* defined in the data files is on item level, you must specify the account linked to the item in the warehouse data files (Line 1).
  - For G/L Method on WH level, choose 0
  - For G/L Method on Item Group level, choose 1
  - For G/L Method on Item level, choose 2
- An option to import price lists exists via the update or the import process. Once the item master record is in the SAP Business One database, you can import prices separately or simply import both together.

Examples of Excel files used to import items via the Data Transfer Workbench:



Items.xls



Items\_WarehouseInfo.xls



Items\_Prices.xls

## Migration of Open Items without Impact on GL

The customer might want to migrate open quotations, sales orders and/or purchase orders. These can be entered manually or loaded via the DTW.



- The delivery date should be the original delivery date.
- The posting date can be the first day of the current fiscal year.
- The document should include the correct item codes.
- We recommend that you do not migrate open documents that affect inventory such as delivery notes, goods receipt PO, returns etc. In those cases, the customer should create the invoice not based on the delivery.



If you decide to migrate open delivery notes or goods receipts PO and you are using Continuous Stock, then you must be aware that an accounting entry is made for the stock! In this case, you should be aware of the following:

- During the migration of your inventory balances, you have to consider the open deliveries (plus outgoing, minus incoming deliveries).
- When loading the deliveries, you should load the incoming items first (goods receipt PO) and then the outgoing (delivery notes).
- When using Moving Average Price, the calculated price by the system could be different compared to the legacy system and needs to be corrected manually. The accounting entry is affecting the stock and allocation account that are both balance sheet accounts. This needs to be considered when migrating the G/L open balances.
- When using Standard Price, you must be aware that the accounting entry is additionally affecting the Variance Account that is a P&L account! This requires that you perform the year end closing (see the description of affect on P&L from open transactions below).
- Check the inventory after the migration of deliveries and goods receipt PO and make sure the quantities, balances and item costs are correct!
- Concerning incoming and outgoing payments, we recommend that you migrate only advanced or payments not based on invoices. In case of partial payments, import the open amount of the invoice only.
- Currently, the import of work orders is not supported by the Data Transfer Workbench for new installs. The Data Transfer Workbench only supports the "old" work order format that will be available for upgrade customers. Please check note 737672 about a regular update of this limitation.

## Migration of Opening Balances

As a new customer comes on board, opening balances need to be recorded in the new database of SAP Business One.

There are 4 objects for which you need to record opening balances:

1. Business Partners (Customers and Vendors)
2. Inventory Items
3. General Ledger Accounts
4. Outstanding transaction for cash accounts and External Bank Statement

You may choose between importing the opening balance using the Data Migration workbench or type them into the system manually. With both methods you may choose to have the opening balance as one flat amount for each master data or divide it into detailed transactions.

This document is relevant for both, customers that are going live in the beginning of a fiscal year, or in the middle of a fiscal year. Note the remarks throughout the document regarding going live in the middle of the fiscal year.



All master data and setups must be defined in the database prior to creating opening balances.

## Usage of the Opening Balance Account

During the import of opening balances, you will use the opening balance G/L account to balance all journal entries.

In order to clarify the usage of the opening balance account, here is an example of a simple trial balance to be entered into SAP Business One:

Account Name	Debit	Credit
<b>Assets:</b>		
Cash	5.000	
Inventory	500	
Receivables	1.500	
<b>Liabilities:</b>		
Loans		2.000
Employees		1.500
Payables		700
<b>Equity:</b>		
Equity		200
Revenues		5.100
Cost of Sales	1.500	
Expenses	1.000	
<b>Total:</b>	<b>9.500</b>	<b>9.500</b>

This trial balance can theoretically be entered as one journal entry. In this case, the journal entry will be balanced. In real life, the trial balance will be entered as separate transactions (separate steps for customer opening balances, vendor opening balances, inventory opening balances etc.). Therefore, the opening balance account will be used as the offsetting account for each transaction. At the end of the process, the balance of this opening balance G/L account will be zero, based on the fact that your trial balance is balanced.

## Business Partner Opening Balances

### Enter Business Partner Beginning Balances

You can find this functionality in SAP Business One under *Administration* → *System Initialization* → *Opening Balances* → *Business Partners Opening Balance*.

When you record opening balances as one amount for every business partner, the journal entry will offset the opening balance account.



- When the business partner opening balance is updated, the control account linked to it will be updated as well.
- Since you enter total amounts, you will not be able to view open invoices or credit memos of the customer or vendor.
- You can enter several open balances for the same customer or vendor, for example one balance per month. In this case, just overwrite the date for every balance entered.
- Opening balances entered here are not shown as invoices in the payments screen. Since the opening balance usually includes several invoices, you might have to specify the payment amount of one invoice as a partial payment of this position. Partial payments have to be done as *Payment Without Invoice* and then internally reconciled.
- Opening balances are not taken into account by the payment wizard; they have to be paid manually.
- Opening balances are not included in the dunning.
- In the Aging Report – just one amount will be displayed for each balance entered.



Be careful with the minus sign for credit and debit balances. The setting of the minus sign is determined by depends on your choice of the setting *Display credit balance with negative sign* under *Administration* → *System Initialization* → *Company Details*.

## Affect on P&L for Open Transactions

When migrating the opening balances via documents, you have two options:

1. Importing open invoices from previous fiscal years without G/L history (G/L opening balances for current FY only).
2. Importing open invoices from previous fiscal years with G/L history (periodic balances only).



- Use the original posting date or the last date of the previous fiscal year.
- If you use the original posting date, the value date will be calculated automatically. If you use the last date of the previous fiscal year, you must enter the original value date.
- For AR invoices, the account can either be the original revenue account or a separate revenue account dedicated to opening balances.
- For AP invoices, the account can be the opening balance account.
- For option 1:
  - The GL opening balances will be posted for the first day of the current fiscal year including the full amount of the retained earnings account.
  - Since revenue in the previous fiscal year is affected by the AR open invoices, you must run the Period End Closing process using the opening balance account instead of the retained earnings account.
- For option 2:
  - The GL balances including P&L accounts will be created for the previous fiscal years so there is no need to post a GL opening balances for the first day of the current fiscal year.
  - Since revenue in the previous fiscal year is affected by the AR open invoices, you must subtract the open invoices revenue amount from the revenue account balances.
  - You must conduct a regular Period End Closing process for every fiscal year using the retained earnings account.



In countries working with cash discounts, the VAT has to be considered. If you have open items where a cash discount is still applicable, you need to assign the correct VAT code in order to have the system perform the VAT correction. As a result, the journal entries additionally affect the VAT accounts! If no discounts are applicable, you can migrate the transactions with zero amount VAT.

## Enter Business Partner Open Transactions Manually

If you enter the open invoices from the previous years as invoices in SAP Business One, then these migrated invoices are treated the exact same way as the new invoices.



- Assuming the balance of your business partners are composed of open invoices only. If you record those invoices, the sum of these invoices will be the total balance of the customer and vendors.

- It is recommended that you create service invoices instead of item invoices in order not to influence your inventory. You could create an item that is a non-warehouse item but it is still recommended that you do it via a service invoice.
- If you want to assign the invoice number as in the legacy system, enter a manual document number. In this case, you must make sure that these numbers will not interfere with the document series defined in SAP Business One for the new documents. For example, define a starting value of the document series that is higher than the highest invoice number in the legacy system.
- If you have any open business partner balances outside of the open invoices total (for example prepayments etc.), record this balance using the regular opening balance screen.

## Load Business Partner Open Transactions via the Data Transfer Workbench

If the volume of the opening balances for customers or vendors is very high, you can also load them via the Data Transfer Workbench instead of entering them manually. Make sure that you scoped this in the offer since it can be a lot of effort depending on the data quality in the legacy system. Using the Data Transfer Workbench, the same rules apply that apply when migrating the opening balances manually.



Hints for importing business partner opening balances as service invoices via the DTW:

- In the header file, add the column *DocType* via the Maintain Interface option. Save your customized interface and generate a new Excel template.
- Fill the *DocType* column with the value '1' for service documents.
- In the items file (rows), skip the item code column (leave it blank).
- In the item description column, enter a text for the opening balance like 'Data Migration from previous year'.
- For manual numbering, fill '1' into the *Handwritten* column and enter the document number into the *DocNum* column. For automatic numbering, leave the *Handwritten* and the *DocNum* columns blank.
- Make sure you enter the correct dates in the posting date and the value date columns.
- The G/L account code is mandatory for service documents. Make sure you add the G/L account code to your date files.
- Example for an Excel file to import service invoices via the Data Transfer Workbench:



"Purchase



"Purchase

Invoices\_Header\_Ser Invoices\_Lines.xls"

○

## Inventory Opening Balances

### Enter Inventory Beginning Balances

You can find these functions in SAP Business One under *Inventory* → *Inventory Transactions* → *Beginning Quantities and Cycle Counting* → *Initial Quantity*. Here, you can enter your inventory beginning balances manually using an existing price list and influencing the appropriate inventory accounts.



In order to create the stock accounting of the inventory value, you need to choose a price list.

If you are working with moving average price, then you should create a price list with all the latest moving average prices and choose this price list for the initial balances.

If you use standard price, it is required that you have maintained the correct standard prices in the item master data before you can enter the beginning balances. Choose *Cost Price List* when creating the initial balances.

If you use FIFO as inventory method, you also need to create a price list first with the values you want to use for the beginning balances and then choose this price list.

- Select the opening balance account in the *Opening Stock Acc* field.
- Enter the initial quantities into the *Initial Quantity* column.
- Make sure the date is set for the day you go live.



If you have different stock valuation methods for different item groups or items, you have to perform the beginning quantities separately and choose only items with the same stock valuation method.

## Load Inventory Beginning Balances via DTW

In the workbench, the process contains 2 stages:

1. Loading of the initial quantities for all items using the Stock Taking object in the DTW.
2. Perform Stock Posting manually using *Inventory* → *Inventory Transactions* → *Beginning Quantities and Cycle Counting* → *Stock Posting*. This stage will create the stock transaction and the appropriate Journal Entry to reflect the stock value in the GL.



In the stock posting, the same rules apply for determination of the item cost prices as in manual process.

The quantities you loaded will appear as counted. For the beginning quantities, the difference should be zero.

Make sure the date is set for the day you go live.

- The increasing and decreasing accounts are defaulted from the G/L account determination. For the beginning balances only, you should overwrite these accounts with the opening balance account.
- If you don't use the Continuous Stock System, only quantity transactions will be created, no journal entries.



Since the stock accounts are affected, you must consider these amounts when creating the G/L opening balances.

If a variance remains after reconciliation between SAP Business One and the legacy system, for example, due to different prices, you have to correct this difference manually.

# Outstanding Transactions for Cash Accounts and External Bank Statements

## Create Bank Account Opening Balances

Entering opening balances for your bank accounts can be divided into 2 parts:

1. Closed transactions -all transactions that were cleared and reconciled in the legacy system.
2. Open transactions – detailed transactions that remain open from the legacy system to be reconciled in SAP Business One.

## Migrating Closed Transactions

You can either use the GL Accounts Opening balances utility, located under *Administration* → *System Initialization* → *Opening Balances*. Alternatively, you can import the opening balances as journal entries using the Data Transfer Workbench.

In both cases, the offsetting account should be the opening balance account.

## Open Transactions

Open transactions contain un-cleared checks, bank transfers and other transactions that have been recorded in the books but were not yet reconciled with the banks statements.

These transactions will be recorded in SAP Business One usually using the Data Transfer Workbench or manually as one large journal entry. In both cases, record one line per open transaction. The offsetting account should be the opening balance account.

## Create Opening Balances for External Bank Statements

As a prerequisite for the reconciliation, you need to enter the opening balances of the external bank statements for each bank account. The opening balance amount should match the closed transactions amount entered for the bank account.

The opening balance will be represented by the first and single row in the external banks statement or by multiple rows, if the bank opening balance was entered monthly.

In the banks statement, the balance columns will display the accumulative balance, so you can always see the closing balances as well.

Perform this transaction in SAP Business One under *Banking* → *Bank Statement and Reconciliation* → *Process External Bank Statement*.

Select the relevant G/L bank account and type in the first row the opening balance amounts as explained earlier.



Note that the sides are reversed in the external banks statement. If you have a positive balance in you bank account, in the books, the account will be debited, but in the external statement it will be credited.

Repeat the same process for all your cash/bank accounts.

## Reconcile Closed Transactions with Banks Statement

Open the Reconciliation screen under *Banking* → *Bank Statement and Reconciliation* → *Reconciliation*. Choose the bank account and reconcile externally.

On the left side, the opening balance of the bank account will be displayed. On the right side, the bank statement opening balance will be displayed. Those two sides should be reconciled.

The open transactions will be reconciled at the time when they appear on your bank statement later in the current fiscal year.

## G/L Account Balances

Consider the balances from business partners, inventory and banks!



Control accounts (receivables/payables) will not show up in this screen. In order to update control accounts balances, you have to enter the opening balance to the Business partners first.

- If you type historical GL balances and do not wish to record the balance for each BP, you can create a general business partner and use it for the historical balances.
- Do not enter the opening balance for your inventory accounts. Those accounts will be affected when you create the opening balance for your items when you work with the continuous stock system.
- For cash account opening balances, refer to the section above.

You have three options for G/L opening balances:

1. Create just the opening balances for the current fiscal year only
2. Create the periodic monthly or yearly balances
3. Create opening balances in the middle of a fiscal year



### Option 1:

When you import the final opening balances for the go-live fiscal year, you should not create opening balance for profit and loss accounts but only for the retained earnings account.

You create the opening balances on the first day of the current fiscal year.

### Option 2:

When importing historical balances, P&L will be affected; therefore you need to run the period-end closing for every fiscal year of history data.

In this case, you create the GL balances including P&L accounts.

The date is the last date of the period.

Conduct the period-end closing process for every fiscal year.

The opening balances for the current fiscal year will be created automatically by the period-end closing process.

### Option 3:

If the customer goes live in the middle of the fiscal year, there is no need to conduct the period-end closing process.

## Enter G/L Account Opening Balances

You can find this functionality in SAP Business One under *Administration* → *System Initialization* → *Opening Balances* → *G/L Accounts Opening Balance*.



If the fiscal year does not begin in January, you can change the date in the entry screen of the opening balances.

You can also enter several balances for different dates on the same accounts, for example, assume if you are starting in the middle of the fiscal year (1 July) and you want to see the beginning balances in SAP Business One from 1 January and from the first quarter (1 April). If you do this, you must enter the opening balances of the fiscal year by 1 January, and then only open the delta for 1 April and 1 July.

- The *Origin* of an opening balance journal will be 'OB' and the journal number will be '-2' which helps you to identify those specific journal entries. Later on, you can choose whether to display them in the financial reports.



Please be careful when using the minus sign for credit and debit balances. The setting of the minus sign is determined by your choice of the setting *Display credit balance with negative sign* under *Administration* → *System Initialization* → *Company Details*.

## Load G/L Account Balances via Data Transfer Workbench

In the Data Transfer Workshop, use the importing journal entry function.



When importing opening balances as journal entries, please pay attention to the following:

- In the DTW, use the journal entry object and modify the standard interface to include the *ReferenceDate* that is the posting date.
- The *Origin* in the journal entry will be recorded as manual journal entry (column *Original Journal* in OJDT = 30) not as opening balance (column *Original Journal* in OJDT = -2)

## Reconciliation

Independent of how you perform the migration of open items and balances (manually or via the Data Transfer Workbench), you need to reconcile the numbers after every step between SAP Business One and the legacy system. Keep printouts of all reconciliation reports from SAP Business One and the legacy system to prove the migration correctness.

### Reconciliation of Inventory Balances

You must ensure that the inventory opening balances (quantities and values) migrated to SAP Business One tie in with the legacy system.



Run the *Inventory Valuation* Report with one row per item and a selection based on inventory method and stock account.

Make sure the item quantities in SAP Business One match the quantities in the legacy system.

Make sure the item cost prices in SAP Business One match the last item cost prices in the legacy system.

Make sure the stock account balances in SAP Business One match the stock account balances in the legacy system.

### Reconciliation of Business Partner Balances

You must ensure that the business partner opening balances migrated to SAP Business One align with the legacy system.



Run the *Customer Receivables* and *Vendor Liabilities Aging* Reports with a posting date range until the start of the current fiscal year.

Make sure the total open balance for all vendors / customers matches the total Receivables / Payables balances in the G/L.

Make sure that the total open balance for vendors / customers matches the total open balance in the legacy system.

### Reconciliation of G/L Balances

You must ensure that the G/L opening balances migrated to SAP Business One align with the legacy system.



Run the *Balance Sheet* as per the first day of the current fiscal year. It must be identical to the balance sheet of the legacy system.

Run the *P&L Statement* as per first day of the current fiscal year and make sure it is zero.

Run the *Trial Balance* for the previous fiscal year(s). The balance must be identical to the balance in the legacy system for each account.

## Reconciliation of Other Open Items

If you migrate other open items such as sales orders, purchase orders etc., you need to ensure that the total balance migrated to SAP Business One aligns with the legacy system as well.



Run the *Open Items List* report in SAP Business One and compare the total with the total balance of the corresponding item in the legacy system.

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