# **Main Accounts**

## *General ledger > Common > Main accounts*

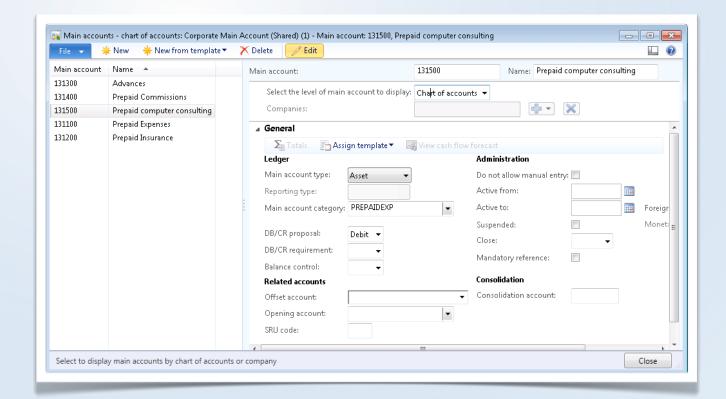
Summary Main accounts are a subset of the Chart of accounts. Main accounts refer to the list of ledger accounts available when posting a transaction. Chart of accounts are a combination of Main accounts and Account structures (Dimensions), and can be shared across companies.

- Steps 1. Create a Main account
  - 2. Modify company specific settings
  - 3. Share accounts across Companies

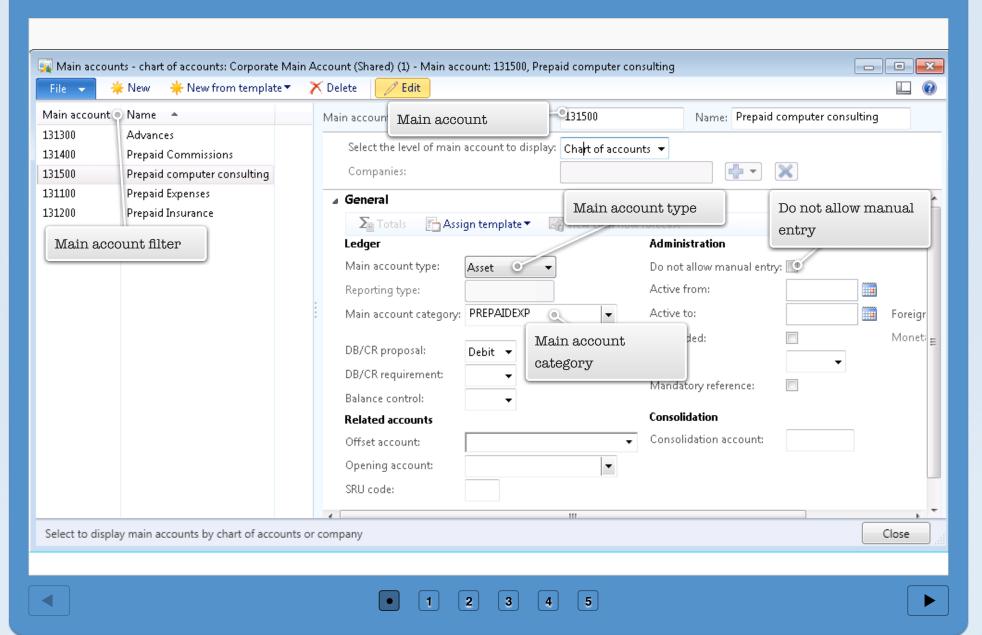
- $\ensuremath{\text{Tips}}$  Filter the Main accounts before creating a new account
  - The Main account number can be edited at any time, even after transactions are posted

## Create a Main account

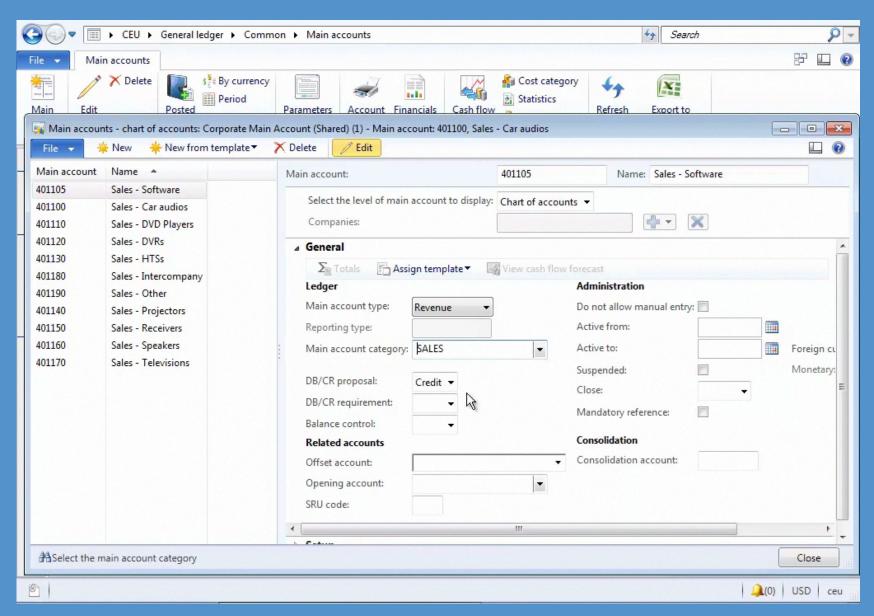
- Click the **New button**.
- Choose the **Main account** number.
- Name the account.
- Select the Main account type.
- Select the **Main account** category.
- Check Do not allow manual entry for control accounts.



### Interactive 1.1 Main Accounts

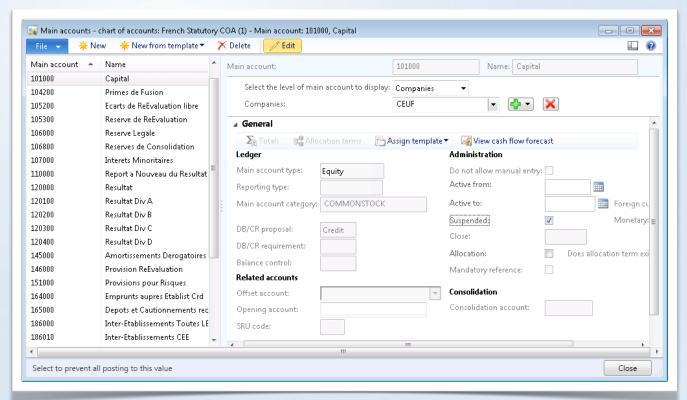


### Movie 1.1 Create a Main Account



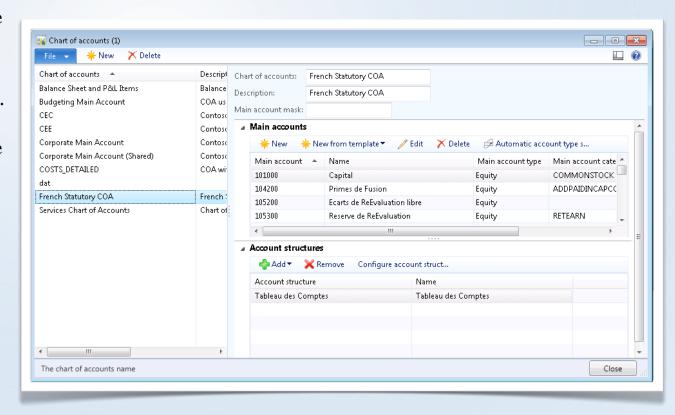
# Modify company specific settings

- In Select the level of main account to display choose Companies.
- Click + and select from Companies.
- The account can be deactivated using the Suspended field or Active from and Active to.



# Share accounts across Companies

- A **Chart of accounts** can be shared with multiple Companies.
- Creating Main accounts in the Main account form will assign the account to the active Company's Chart of accounts.
- Creating Main accounts in the Chart of accounts form will add the account to the selected Chart of accounts.



*General ledger > Setup > Chart of accounts > Chart of accounts*