

Examples of some changes to the Chart of Accounts as shown in the Webinar

	Tasks	Old Codes	New Codes	
1	Backup, Run BOM reports (2) Print nominal list			
2	Create new nominal code		3245	
3	Edit data in old code	3270		
4	Edit name of 3270, make inactive			
5	Edit Name JCSP	3190	3190	
6	Create new income codes relevant to school Book rental scheme in place?	Yes	3299 3160 / 4740	Other state funding
7	Student Insurance		4916	
8	Book Grant expense		4730	
9	School books		4741	
10	Payroll PAYE make inactive	4191,5031,6051		
11	ICT Grant code		3921	
12	Journal required	3920		Historically where ICT Grant was posted
13	Fundraising sample data			
14	<ul style="list-style-type: none"> Reimbursable 		3550	Check postings
15	<ul style="list-style-type: none"> Restricted external Fundraising 		3852	Concern/Non uniform day
16	Fundraising expense	7350 inactive	7800	Check reimbursables
17	Restricted external FRE		4923	Concern
18	Designated expenditure		4918	Jerseys
19	Designated Income		3851	Supervalu contribution to jerseys
20	Restricted school FR Income		3574/4922	Music FR- for music
	Run 2 reports and verify & backup			

