

## Sage 50 Webinar Training BOM Income & Expenditure Account (Part 2)

	Question Asked	Answer Given
1.	What Sage codes do we use for Covid Minor Works grant received Dec. 21 Income and expenditure codes please.	See the relevant guideline in the handouts.  Codes 3905/1425/3941 are the relevant ones.
2.	Hi, is it possible to upload Invoices to Sage50? Our accountant mentioned it. I might have picked her up wrong?	Yes with a program called AutoEntry
3.	What is the difference with the Capitation Grant and the SSSF Grant when considering what expenses are off set against each? In our school we have Dept for Cap, SSSF, Secretary, Caretaker etc, we rarely put anything to the 0 default?	The two main grants are the Capitation grant to cater for day to day running costs such as heating, lighting, cleaning, insurance, general up-keep etc. and the Ancillary/School Services Support Fund (SSSF) to cater for the cost of employing ancillary services staff.
4.	How can Laptops be coded against Covid Minor Works? Where should I code CD players to, we bought 3 for mock exams in listening piece of exam.	There is a Covid Minor Works ICT Code 1465 where the CMW grant is used to finance their purchase.
5.	When did nominal code 1425 & 1465 arrive?	August 2021
6.	Re bank feeds, if you reconcile as you go along through the month, how to you complete the rec at the end of the month. Or do you need to?	Yes, you must have a month end Bank rec, reconcile the bank at the month end date and run the report for the BOM.
7.	Can you set up department codes mid-year?	Yes, and you will need to amend the transactions from 0 to the relevant dept. no. for them to appear in the dept. report.
8.	Is everyone using the bank feeds?	A number of schools are using it
9.	When does Code 4420 come into play? If code 4410 is being used for so much in this webinar.	Code 4420 is for computer maintenance and support,
10.	Is it ok to overwrite departments every year rather than using new numbers each year?	I wouldn't overwrite them as you might need the historic information