Turkish Localization for Microsoft Dynamics 365 Business Central Training

Turkish Localization for Microsoft Dynamics 365 Business Central

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INTRODUCTION

Welcome

We know training is a vital component of retaining the value of your Microsoft® Dynamics 365 Business Central investment. Our quality training from regulatory experts keeps you up-to-date on your solution in terms of legal changes and helps you develop the skills necessary for fully maximizing the value of your solution. Whether you choose Online Training, Classroom Training, or Training Materials, there's a type of training to meet everyone's needs. Choose the training type that best suits you so you can stay ahead of the competition.

Online Training

Online Training delivers convenient, in-depth training to you in the comfort of your own home or office. Online training provides immediate access to training 24 hours a day. It's perfect for the customer who doesn't have the time or budget to travel. Our newest online training option, eCourses, combine the efficiency of online training with the in-depth product coverage of classroom training, with at least two weeks to complete each course.

Classroom Training

Classroom Training provides serious, in-depth learning through hands-on interaction. From demonstrations to presentations to classroom activities, you'll receive hands-on experience with instruction from our certified staff of experts. Regularly scheduled throughout North America, you can be sure you'll find a class convenient for you.

Training Materials

Training Materials enable you to learn at your own pace, on your own time with information-packed training manuals. Our wide variety of training manuals feature an abundance of tips, tricks, and insights you can refer to again and again:

About the Turkish Localization for Microsoft Dynamics 365 Business Central App Course

Microsoft Dynamics 365 Business Central is a tool that helps companies manage and track several business processes an extent they themselves define in order to run their business at maximum efficiency. Although Microsoft Dynamics 365 Business Central has strong functionality for accounting and financial management some localization developments and customizations are needed in order to adapt Microsoft Dynamics 365 Business Central into Turkish legacy system and market requirement.

The overall localization content of Microsoft Dynamics 365 Business Central can generally be divided into 3 categories: Journals, General Ledger and General Modifications. The distinction is based on the concept that there are fundamental principles that any Microsoft Dynamics 365 Business Central implementation consultant must be aware of.

The focus of the course is primarily to provide explanations of Turkish localization concepts and matters related to localization.

This course has been designed to give the consultants and implementers of Microsoft Dynamics 365 Business Central with a focus on localization for Turkey a solid understanding of the principles and mechanisms on which the program is built. Based on this understanding, course participants will develop confidence in how the program records and calculates localized business processes.

We recommend that participants use the material in the context of an instructor-led training course.

Course Organization

When this training material is used to build upon a course, we recommend that the course is taught over a period of two days.

This manual consists of the following chapters:

- Chapter 1: Journals
- Chapter 2: General Ledger
- Chapter 3: Bıg Purchases / Bıg Sales (BA/BS) Reports
- Chapter 4: Exchange Note Definition
- Chapter 5: Deduction
- Chapter 6: Currency Development
- Chapter 7: Reverse Development
- Chapter 8: Bank and Branch Development
- Chapter 9: Tr Reports

Course Objectives

Whether used in a course setting or for self–teaching, the manual is designed to equip course participants with the product knowledge, both at conceptual and functional levels, required when implementing and supporting Microsoft Dynamics 365 Business Central at a wide range of Turkish companies.

By the end of this course, you should be able to:

- Understand basic localization concepts.
- Understand Accounting Principles of Microsoft Dynamics 365 Business Central in accordance with Turkish Accountancy Principles.
- Set up Microsoft Dynamics 365 Business Central for Turkish companies.

Target Audience

This training manual is intended for Microsoft Certified Dynamics Partners' employees selling, implementing and supporting Microsoft Dynamics 365 Business Central and/or users are Finance & Accounting Roles at Business Central Clients, with focus on financial management, inventory management, and distribution.

Course Prerequisites

To successfully participate in the Turkish localization course, participants should have a background in accounting to understand the underlying principles of these businesses.

Before beginning the course (self–teaching), you must have proper user rights for an online or on-premise Microsoft Dynamics 365 Business Central environment with Pargesoft Turkish Localization for Microsoft Dynamics 365 Business Central App.

Course Overview

This course begins by introducing some Turkish localization concepts, terms and principles and then explains the details as to how these principles are reflected in Microsoft Dynamics 365 Business Central functionality. We therefore recommend that the course, when built on this material, follow the suggested teaching path. Each aspect of the way localized features are implemented in Microsoft Dynamics 365 Business Central is explained in detail, and is accompanied by comprehensive examples, both abstract and practical.

The chapters in this training manual typically contain the following elements:

- **Concepts:** Concepts explain the business processes that can be managed using the functionality of the program.

- **Scenarios:** Scenarios represent the typical business situations where the application is used. Scenarios provide a basis for examples that give practical step–by–step descriptions of how to use the application.
- **Test Your Knowledge:** Test Your Knowledge sections allow the course participants (manual readers) to review the information from the chapter by answering questions.

Demonstration Data

All examples and exercises in this manual are based on a fictitious company, Cronus Turkey Ltd.

Many examples included in this material involve the creation of different documents.

To make sure that you always have a clean demo environment before starting the course.

License Information

To run the examples included in this training material, you can use any Microsoft Dynamics 365 Business Central environment with Turkish Localizatino App that provides the possibility to post documents at any posting date.

Further Information

The dates in the course material are in the Turkish format. To prevent any confusion when reading the material and following the exercises, you may wish to consider changing the date format before starting the training session.

The working date is set as 25.01.21 (25 January 2021). It is important that this date is used when following the examples and doing the exercises included in the material, unless instructed otherwise.

Student Objectives

What do you hope to learn by participating in this course?

List three main objectives below.

1.

2.

3.

CHAPTER 1: JOURNALS

Objectives

The objectives are:

- Creating separate G/L vouchers according to document dates and types

Introduction

In Turkish Accounting Principles, different type of documents have to be numbered separately and have to be printed in the legal reports separetely. In order to prevent misusage of document numbering prior to posting control mechanism has been added into journals and Post to G/L functions.

Scenario

Scenario for this chapter mainly consists of filling in a journal and posting it. Starting, filling in the lines, posting the journal and seeing the voucher report will be enough for understanding the changes made at scope of localization.

Topic 1: Creating Different G/L Register Records According to Document Type and Document Date

In Turkey, since the companies have a lot of transactions in a day, a development is needed. Thus, it is thought that different documents with same date are collected in one voucher. This development caused less number of pages in year-end reporting.
In order to apply this functionality, you should first put a check mark into the "New G/L Reg. for per Document" field in "TR SETUP" form.

Scenario – Document Numbering in Journals

Create a journal with no data entries (prior to posting). In order to understand the subject better, create more than one document with different document numbers in journal.

Demonstration – Document Numbering Controls in Journals

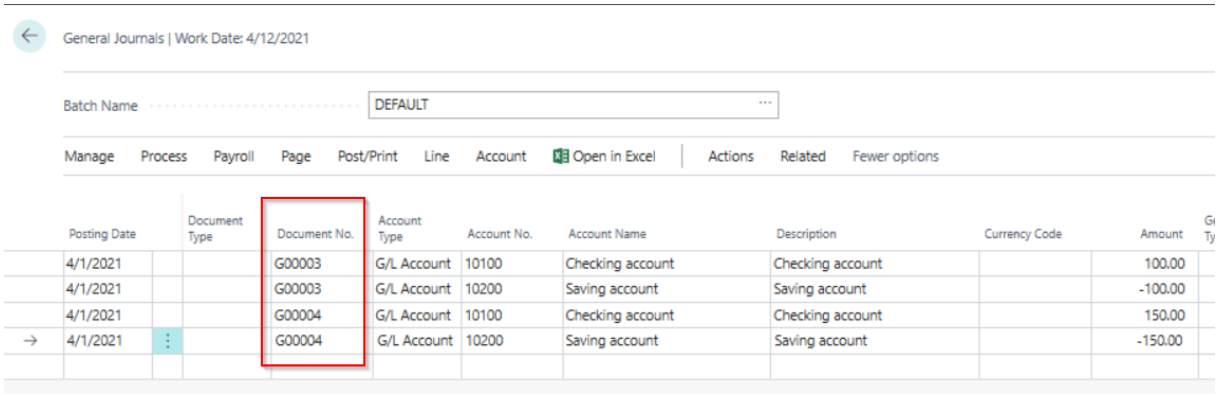
At the beginning, please make sure that at least one general journal template and one batch attached to it exist in Microsoft Dynamics 365 Business Central.

Steps

In our example, let's enter transactions by using G/L Accounts (with allow direct posting options) in journal.

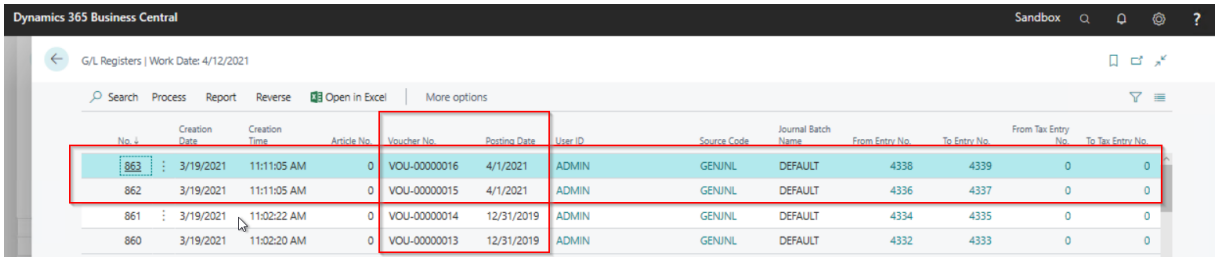
Scenario for "New G/L Reg. for per Document" field usage;

There are 2 separate document entries at the General Journals with same posting date are given below.



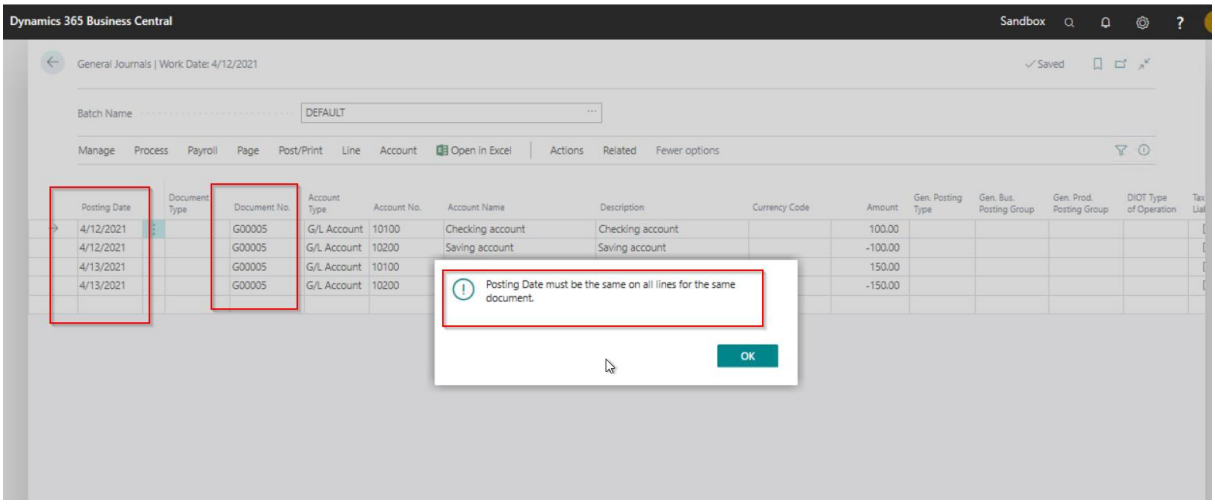
Posting Date	Document Type	Document No.	Account Type	Account No.	Account Name	Description	Currency Code	Amount
4/1/2021		G00003	G/L Account	10100	Checking account	Checking account		100.00
4/1/2021		G00003	G/L Account	10200	Saving account	Saving account		-100.00
4/1/2021		G00004	G/L Account	10100	Checking account	Checking account		150.00
4/1/2021		G00004	G/L Account	10200	Saving account	Saving account		-150.00

G/L registers are being done by using these Document No values after posting of the journal. Added to this, Posting Date, Voucher No and Article Nos fields are also added into G/L Registers list accordingly. Article No. field can be filled in with renumbering functionality at the month end activities.



No.	Creation Date	Creation Time	Article No.	Voucher No.	Posting Date	User ID	Source Code	Journal Batch Name	From Entry No.	To Entry No.	From Tax Entry No.	To Tax Entry No.
863	3/19/2021	11:11:05 AM	0	VOU-00000016	4/1/2021	ADMIN	GENJNL	DEFAULT	4338	4339	0	0
862	3/19/2021	11:11:05 AM	0	VOU-00000015	4/1/2021	ADMIN	GENJNL	DEFAULT	4336	4337	0	0
861	3/19/2021	11:02:22 AM	0	VOU-00000014	12/31/2019	ADMIN	GENJNL	DEFAULT	4334	4335	0	0
860	3/19/2021	11:02:20 AM	0	VOU-00000013	12/31/2019	ADMIN	GENJNL	DEFAULT	4332	4333	0	0

An error message may be occurred and posting may be blocked by the system if there are more than 1 line at the journals with same document numbers but at different posting dates.



Test Your Knowledge

Test the same example above with using different currencies. Meanly, create totally four different documents concerning two different dates. For one of the document, enter four lines. But, let it the document has two different currencies. Post the documents. Now, how many journal vouchers created? Again 4 or much more vouchers? Why?

Job Aid

This document will help shortening the number of the pages of some formal documents. And also, this development is beneficial for regularity. Accountants can see the all day transactions in a single document. Please don't forget that this functionality can just be applied to journals, not to other (sales, purchase, inventory etc…) documents.

Conclusion

The development related with the journals is essentially made for time-saving and easiness in the journal operations. Most of the operations in the companies are related with the journals and the time spent in journals is relatively big to other operations.

Quick Interaction: Lessons Learned

Take a moment and write down three Key Points you have learned from this chapter:

1.

2.

3.

CHAPTER 2: GENERAL LEDGER

Objectives

The objectives are:

- Identify major changes in Microsoft Dynamics 365 Business Central Turkish version
- Defining Year End Closing Activities
- Identifying TR Setup

Introduction

Although Microsoft Dynamics 365 Business Central has out-of-box functionality for General Ledger Management, some modifications had to be done to adapt Microsoft Dynamics 365 Business Central functionality into Turkish Unified Chart of Accounts System, Legal and Market Requirements. In this chapter, localization coverage of Microsoft Dynamics 365 Business Central for Turkey will be explained.

Scenario

Scenario for this chapter mainly consists of setting up General Ledger, year end closing activities and several localization features in accordance with Turkish legal requirements.

Topic 1: Year End Closing Activities

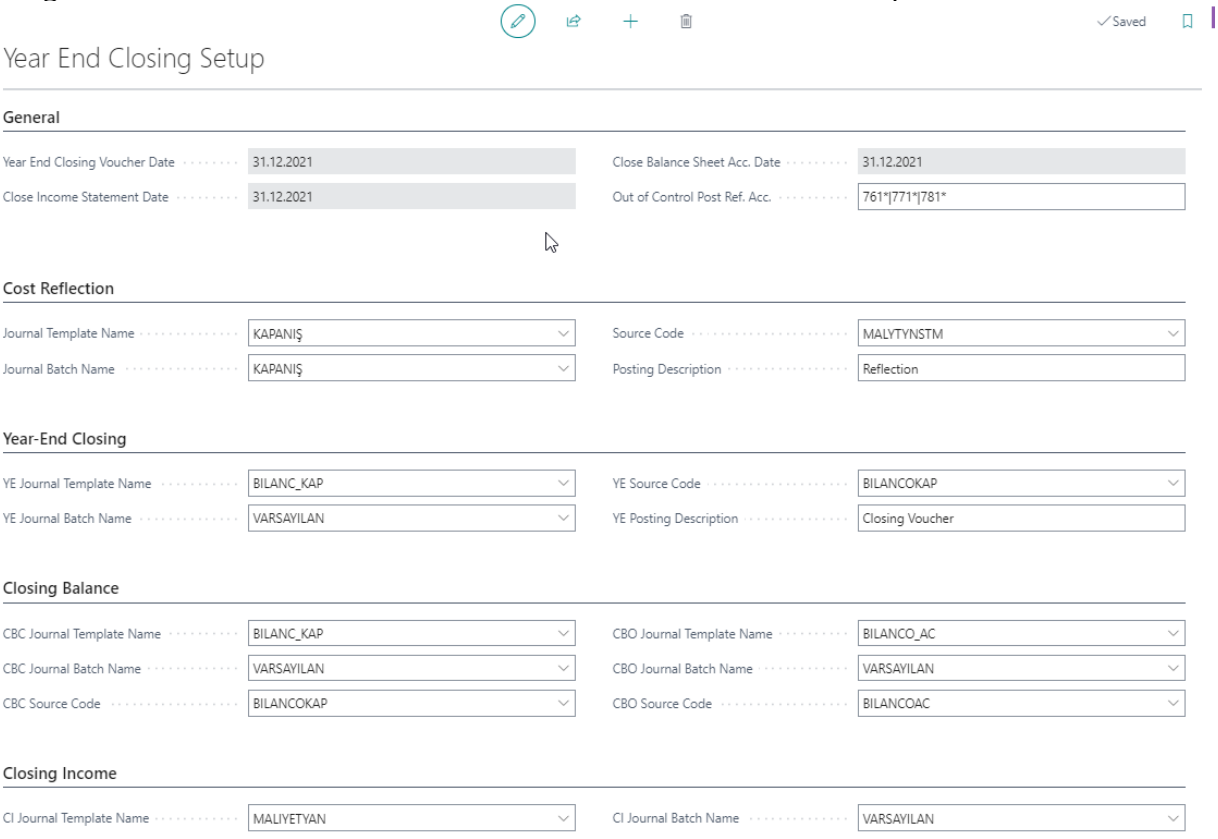
The year end closing transaction steps are as described below.

- Accounting Periods Closing
- Post Reflection Accounts
- Year End Closing Voucher
- Close Income Statement
- Close Balance Sheet Accounts

Note: *Before the year end activities it is strongly recommended that you back-up the database.*

Year End Closing Activities are the mandatory operations to be done at the each fiscal period end and opening a new fiscal period.

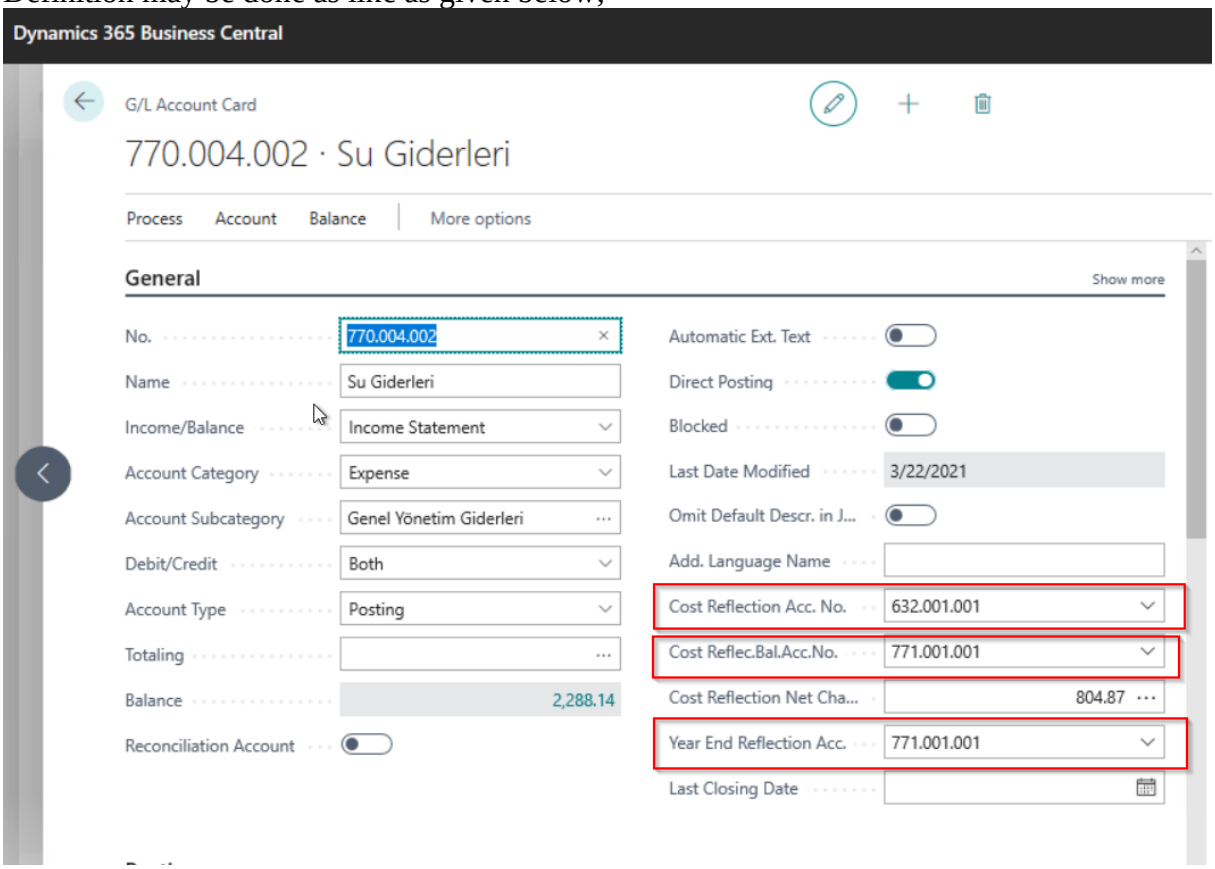
Preliminary determinations have to be done at the "Year-End Closing Setup" form prior to fiscal year transactions.
Dimension codes to be used for closing/opening transactions, journals to be used for year end closing transactions and reason codes have to be determined on this setup.



Prior to closing transactions, reflection accounts have to be determined for the Excpense Accounts (in Turkish Accounting Principles; 7XX accounts are expense accounts and reflection accounts have to be determined on these accounts prior to year-end transactions)

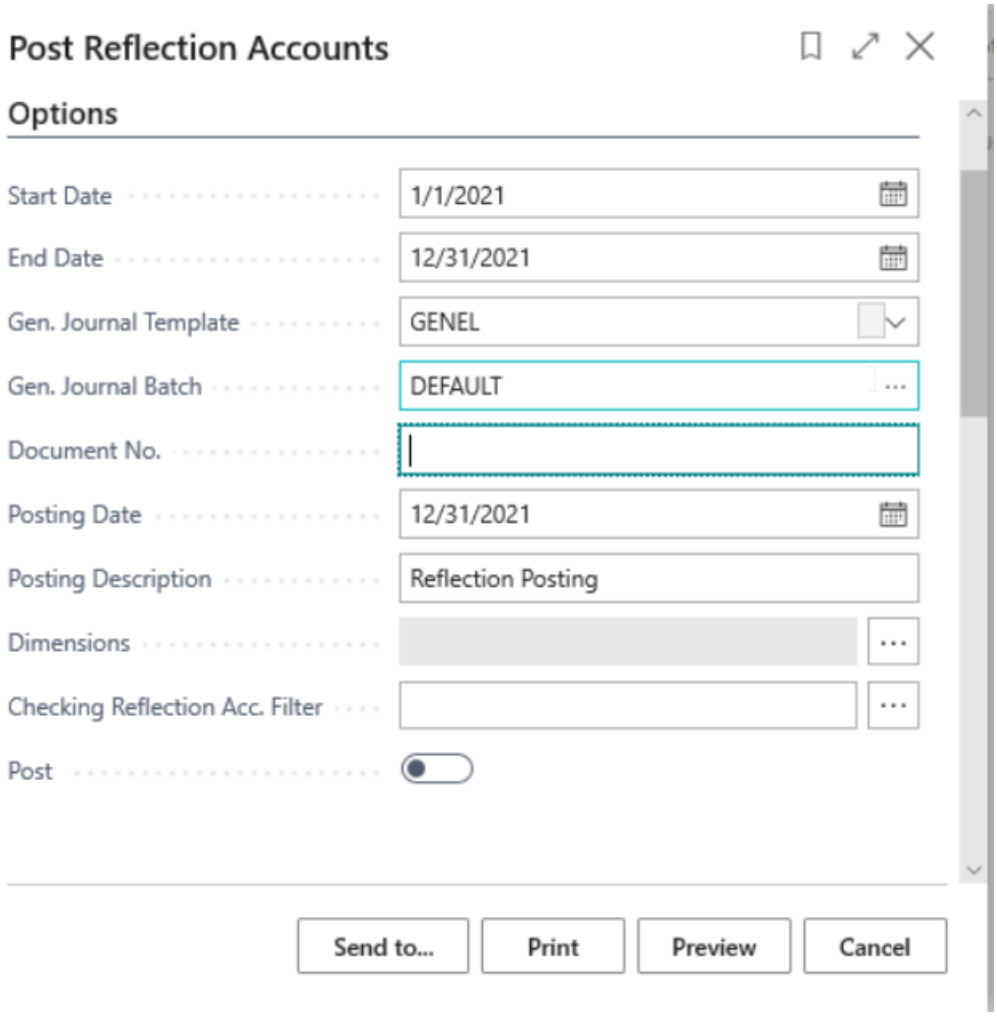
Note : Reflection accounts have be determined for each used expenditure accounts. Alternatively, system may throw an error message to complete the missing reflection account to proceed.

Definition may be done as like as given below;



Each Expenditure accounts with balance amount have be mapped with a reflection account.

Post Reflection Account Report can be used to generate reflection transactions.

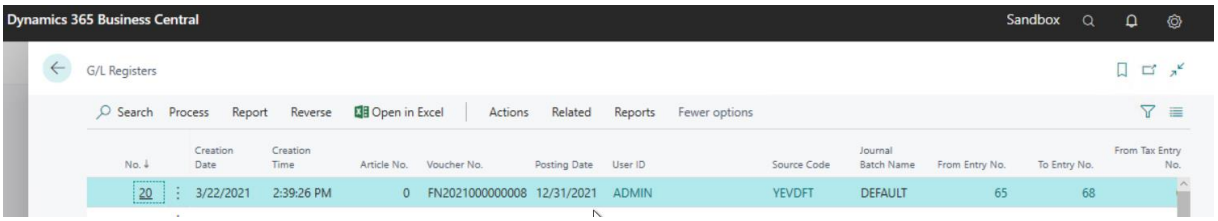


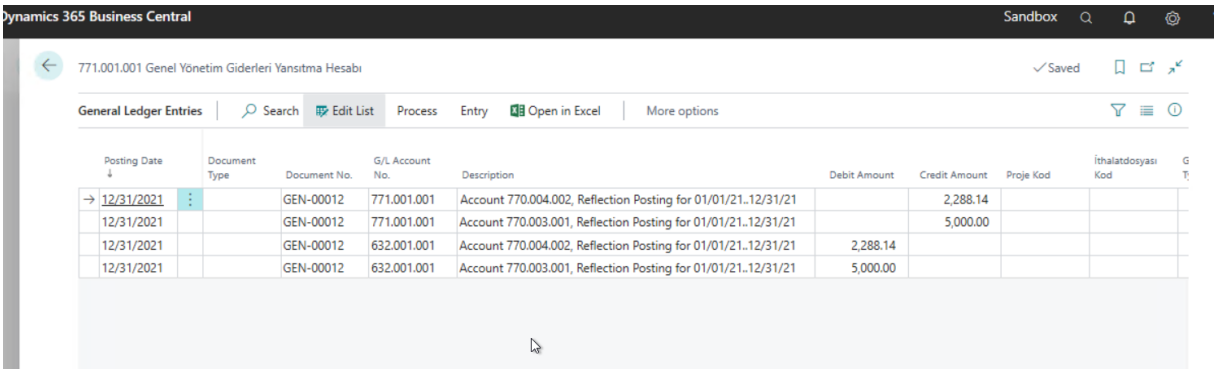
Period and Posting Date fields have to be determined at request form of the report. If it's requested to make this reflection by dimensions, related accounts have to be chosen from the Dimension (Values) selection field. In this case, reflection transactions will be posted by account/by dimension value combinations.

Users may check accounts without reflection accounts prior to rflection by using checking reflection Acc. Filter field at the request form.

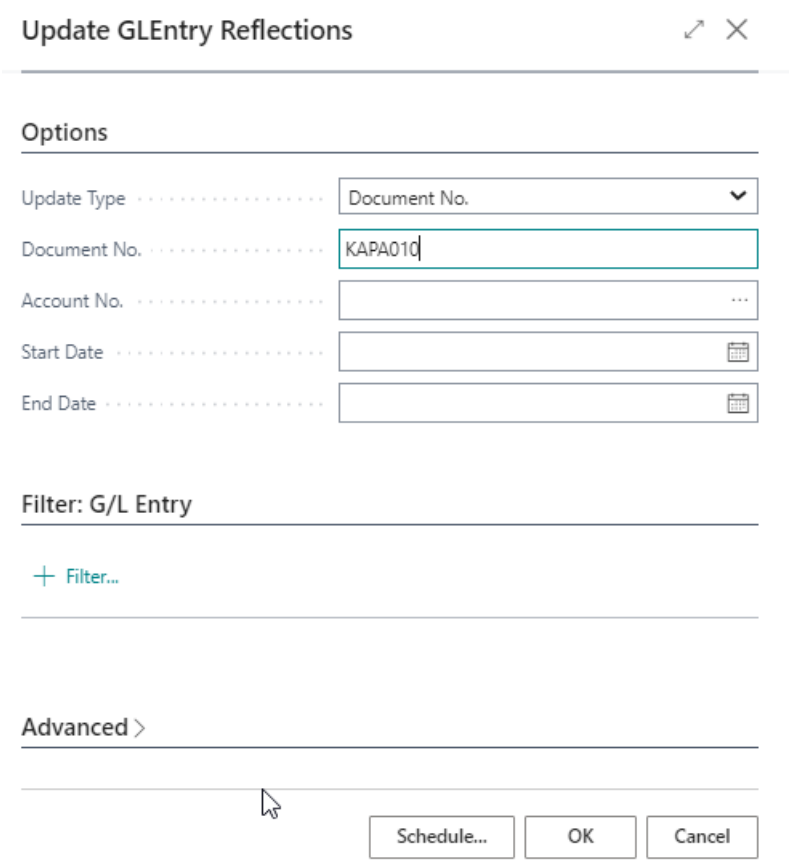
Finally, the user may determine Posting Description by request form and may choose "Post," option enabled to generate reflection transactions.

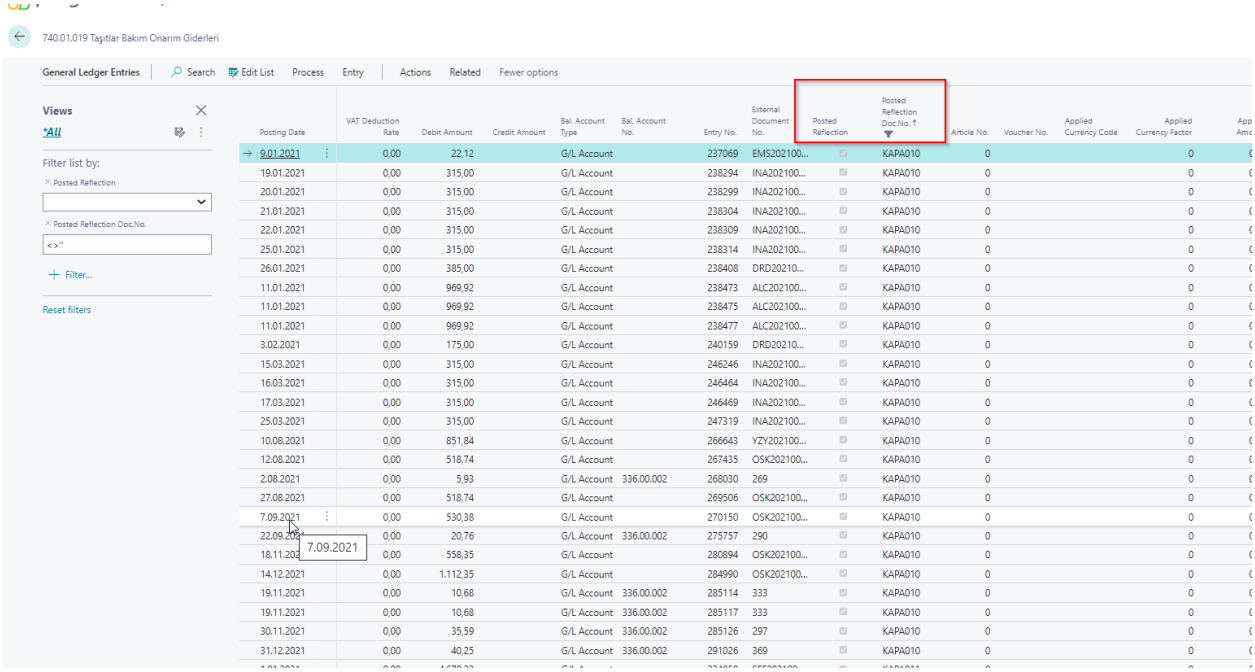
Transactions as like as given below form can be generated by the system after posting.



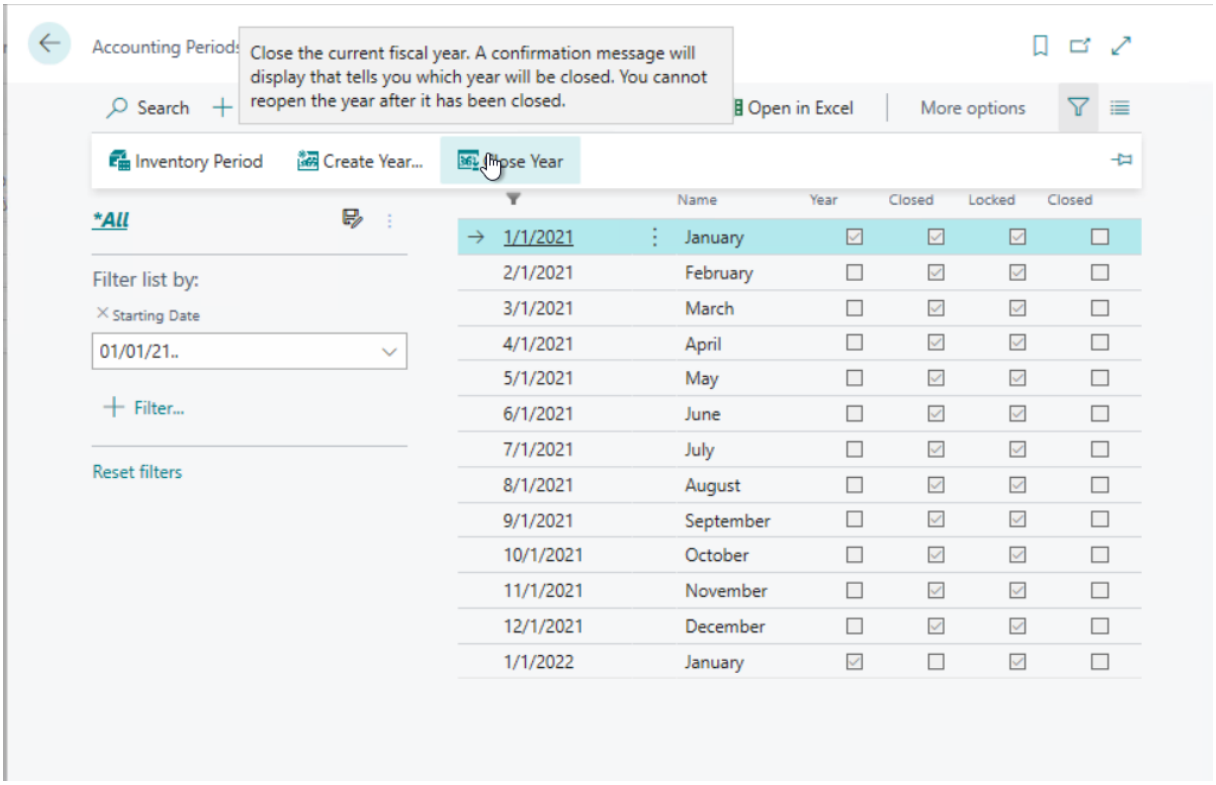


When the system posts the reflection voucher, it marks the Posted Reflection field on the Ledger entries that are subject to reflection. If the one is posted incorrectly, it does not the reflection field that it has previously put. To remove it, an update is performed with Update G/L entry Reflection report. There are two options in the resulting report for updating. If the Document No filter is selected in the first option, the document number of the reflection voucher is selected and the reflection of entries matching this document number is unmarked. The other option is the account number and date filter. If the user wants , he/she can also remove this mark with this filter.

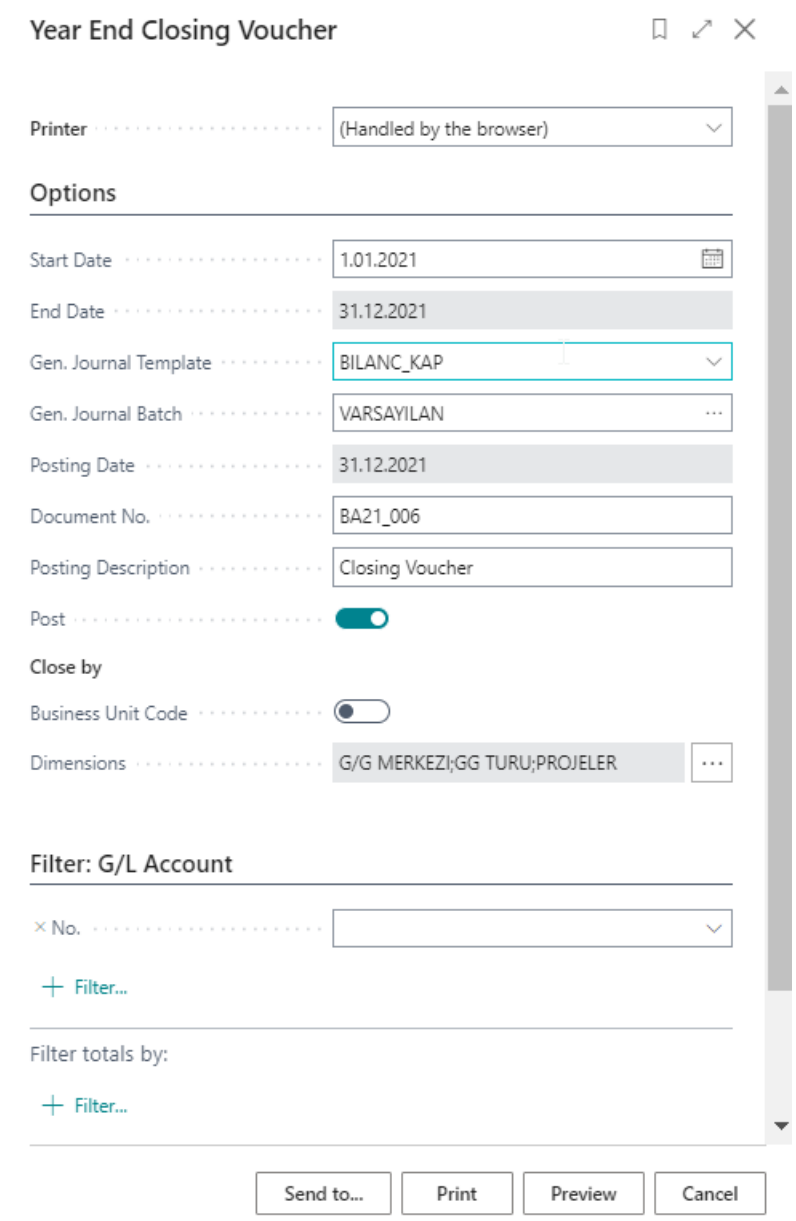




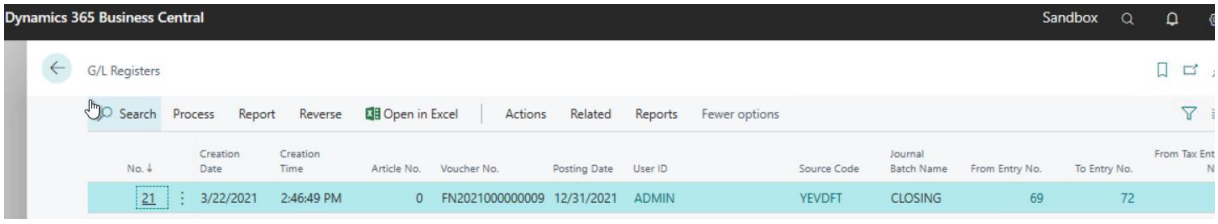
As a second step; all reflection accounts have to be closed by counter reflection accounts. Prior to this closing Fiscal Period as to be closed from the Accounting Period form.

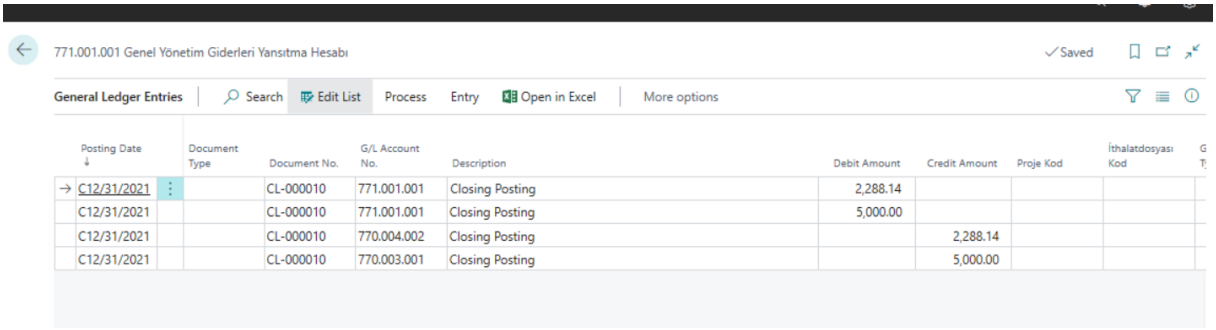


Closing voucher can be triggered after this closure.

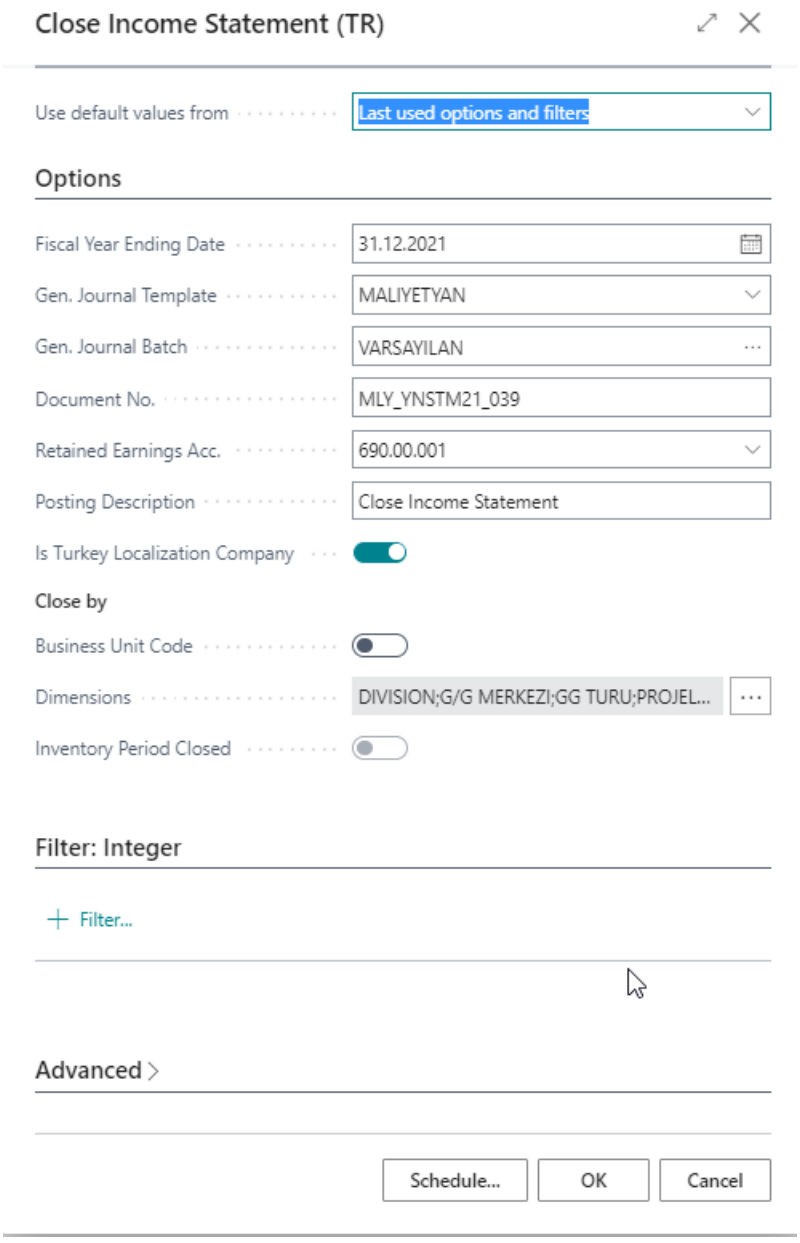


Transactions as like as given below will be occurred after running of Year End Closing Voucher Report.



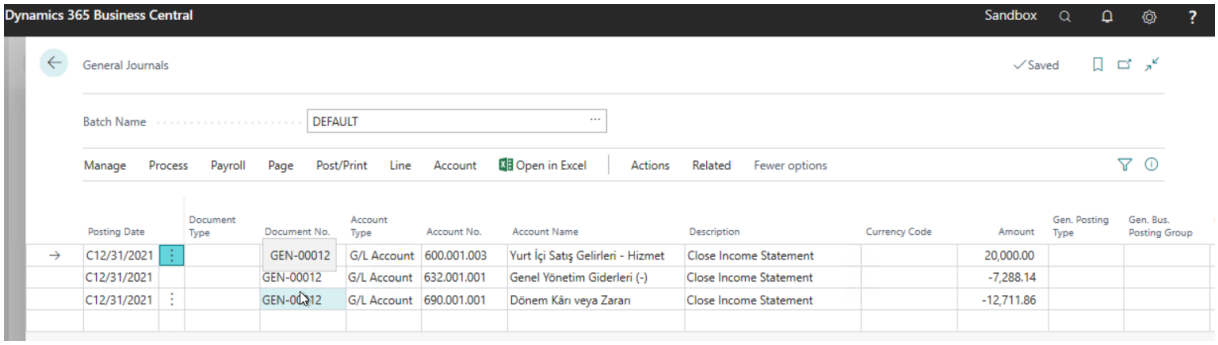


Close Income Statement (TR) Report has to be run after Year End Closing Voucher to close Income Statement Accounts.

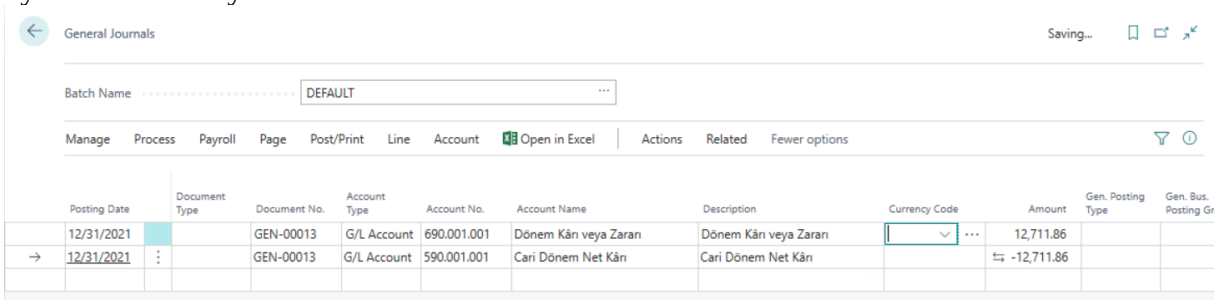


All Accounts start with 6XX have to be populated under 690.XXX Accounts in accordance with Turkish Accounting Principles.

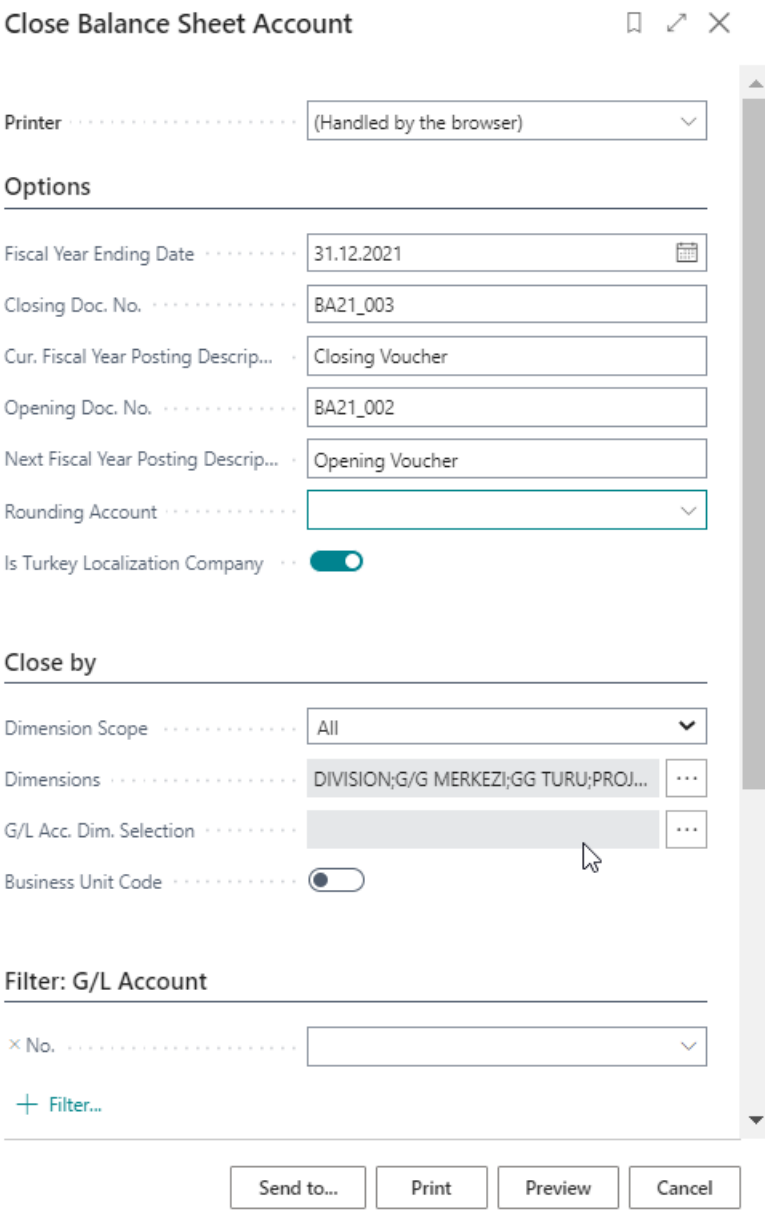
This report has been used to transfer non-posted transactions onto mapped journal to be finally checked by the users. The User, may conduct final controls from the journal and post afterwards from the related journal.

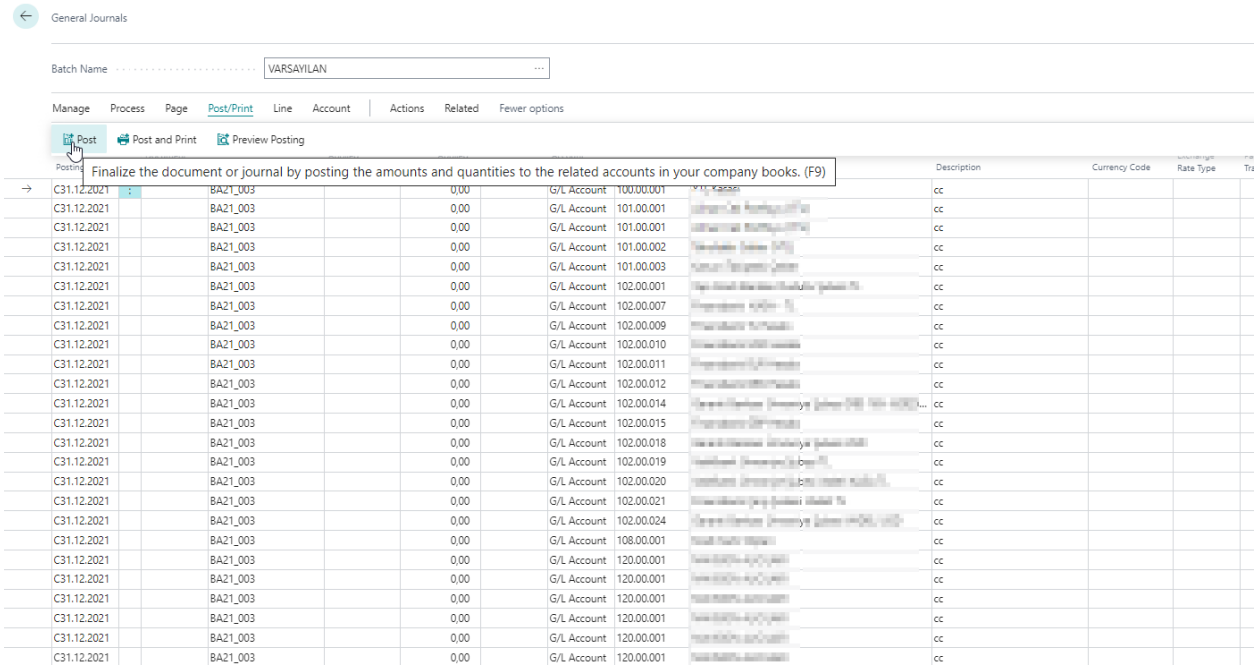


After this step, balance of the 690.XXX account will be transferred into related Balance Account by Users manually.

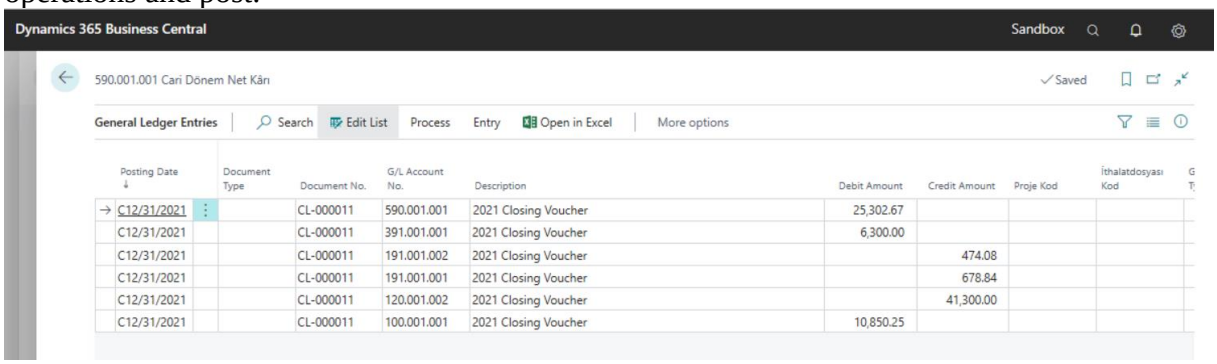


Both closing voucher (at the last date of the previous fiscal period) and the opening voucher of the new fiscal year can be automatically generated by Close Balance Sheet Accounts Report.

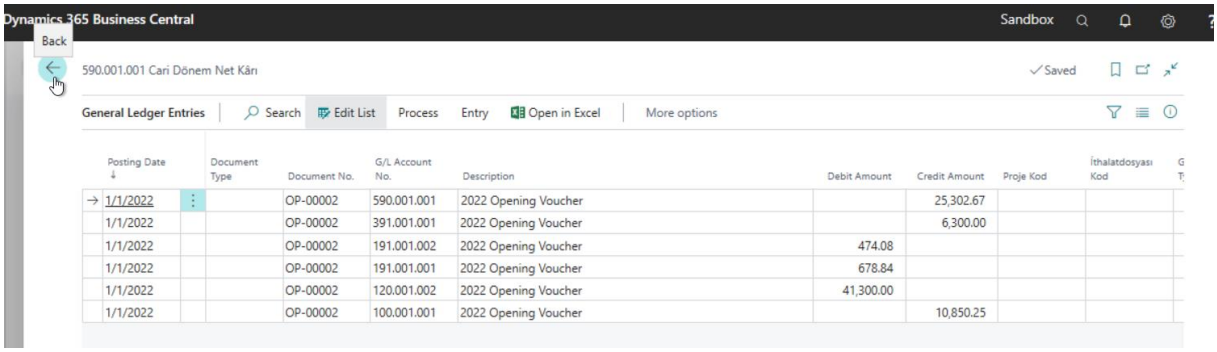

Close Balance Sheet Account
Printer
(Handled by the browser)
Options
Fiscal Year Ending Date
31.12.2021
Closing Doc. No.
BA21_003
Cur. Fiscal Year Posting Descrip...
Closing Voucher
Opening Doc. No.
BA21_002
Next Fiscal Year Posting Descrip...
Opening Voucher
Rounding Account
Is Turkey Localization Company
Close by
Dimension Scope
All
Dimensions
DIVISION;G/G MERKEZI;GG TURU;PROJ...
G/L Acc. Dim. Selection
Business Unit Code
Filter: G/L Account
No.
Filter...
Send to...
Print
Preview
Cancel



At the end of his process, the system assigns the closing and opening operations to the journal selected from the year end closing setup, but does not post them. The user must then go to these operations and post.



Posting Date	Document Type	Document No.	G/L Account No.	Description	Debit Amount	Credit Amount	Proje Kod	İthalatdosyası Kod
C12/31/2021		CL-000011	590.001.001	2021 Closing Voucher	25,302.67			
C12/31/2021		CL-000011	391.001.001	2021 Closing Voucher	6,300.00			
C12/31/2021		CL-000011	191.001.002	2021 Closing Voucher		474.08		
C12/31/2021		CL-000011	191.001.001	2021 Closing Voucher		678.84		
C12/31/2021		CL-000011	120.001.002	2021 Closing Voucher		41,300.00		
C12/31/2021		CL-000011	100.001.001	2021 Closing Voucher	10,850.25			



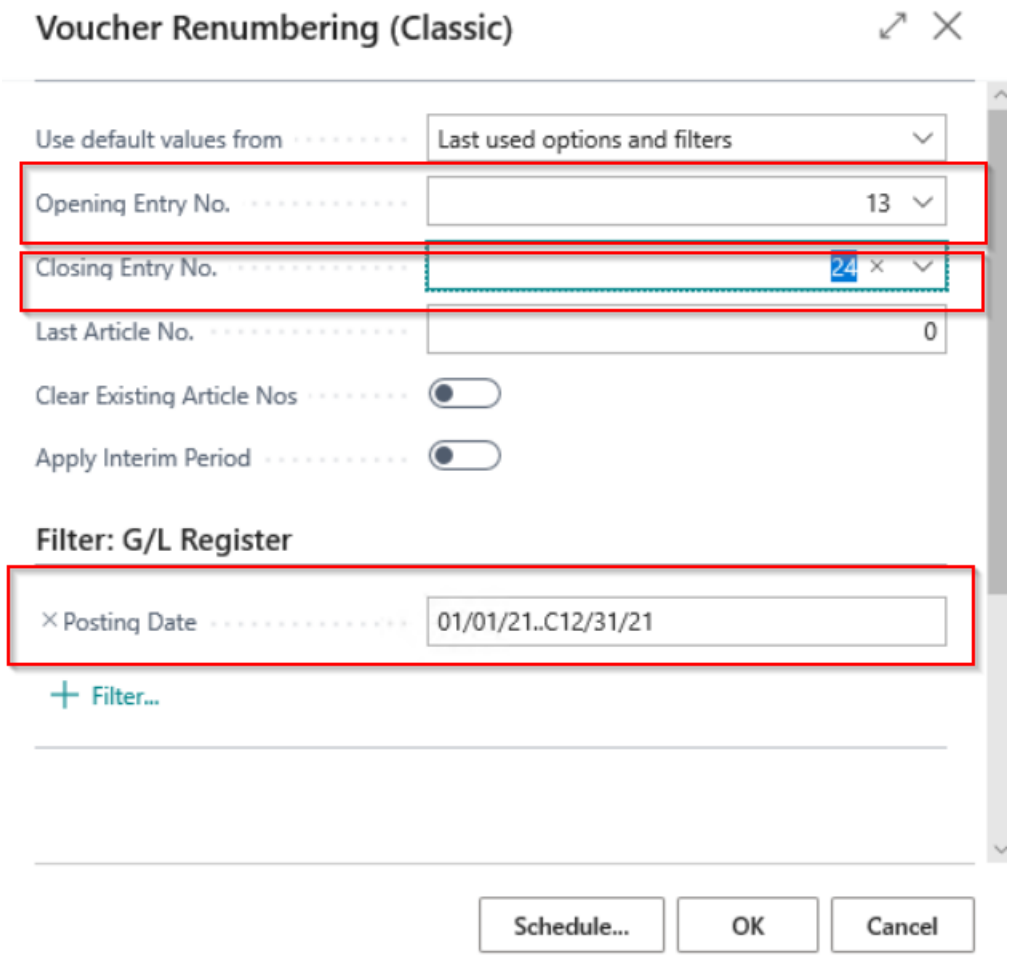
Posting Date	Document Type	Document No.	G/L Account No.	Description	Debit Amount	Credit Amount	Proje Kod	İthalatdosyası Kod
1/1/2022		OP-00002	590.001.001	2022 Opening Voucher		25,302.67		
1/1/2022		OP-00002	391.001.001	2022 Opening Voucher		6,300.00		
1/1/2022		OP-00002	191.001.002	2022 Opening Voucher	474.08			
1/1/2022		OP-00002	191.001.001	2022 Opening Voucher	678.84			
1/1/2022		OP-00002	120.001.002	2022 Opening Voucher	41,300.00			
1/1/2022		OP-00002	100.001.001	2022 Opening Voucher		10,850.25		

Closing and Opening Vouchers of the fiscal periods have been completed by the end of this process.

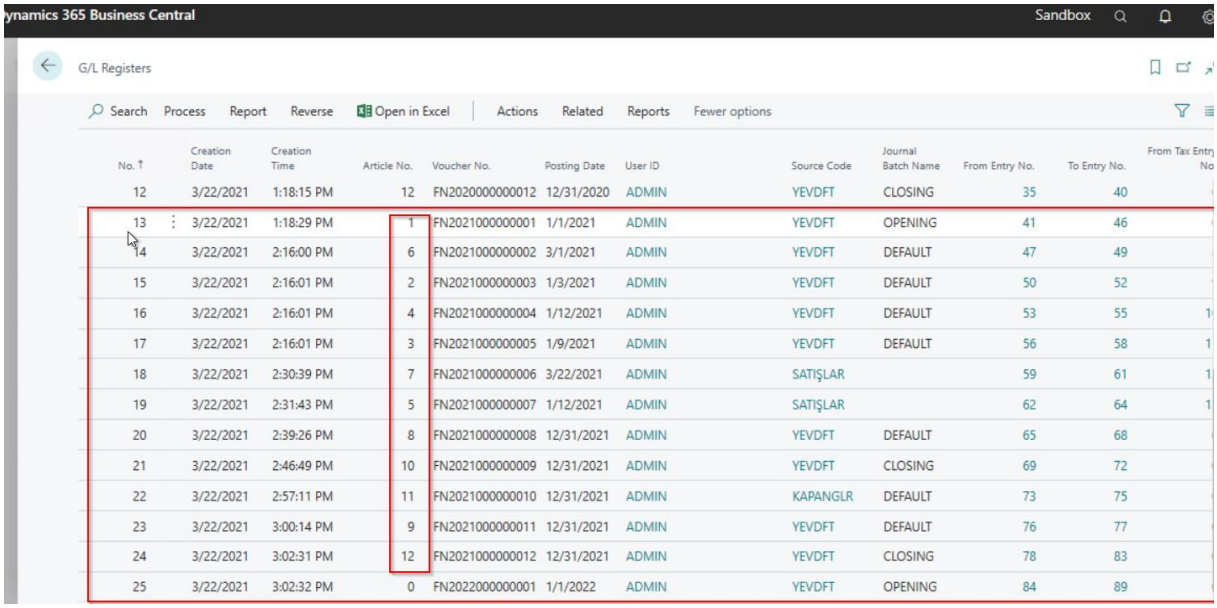
Topic 2 : Legal Reports (Trial Balance & General Journal)

Trial Balance Reports and Vouchers have to be prepared in predefined format by the tax authority in Turkish Accounting Principles. All transactions have to be sorted in a predefined sequence before report preparation too. Sorting out and numbering (Article Number generation) has to be done before legal report submissions at each fiscal period end.

Voucher Renumbering (Classic) Report has to be run to sort all G/L registers and to be be named by Article Numbers.

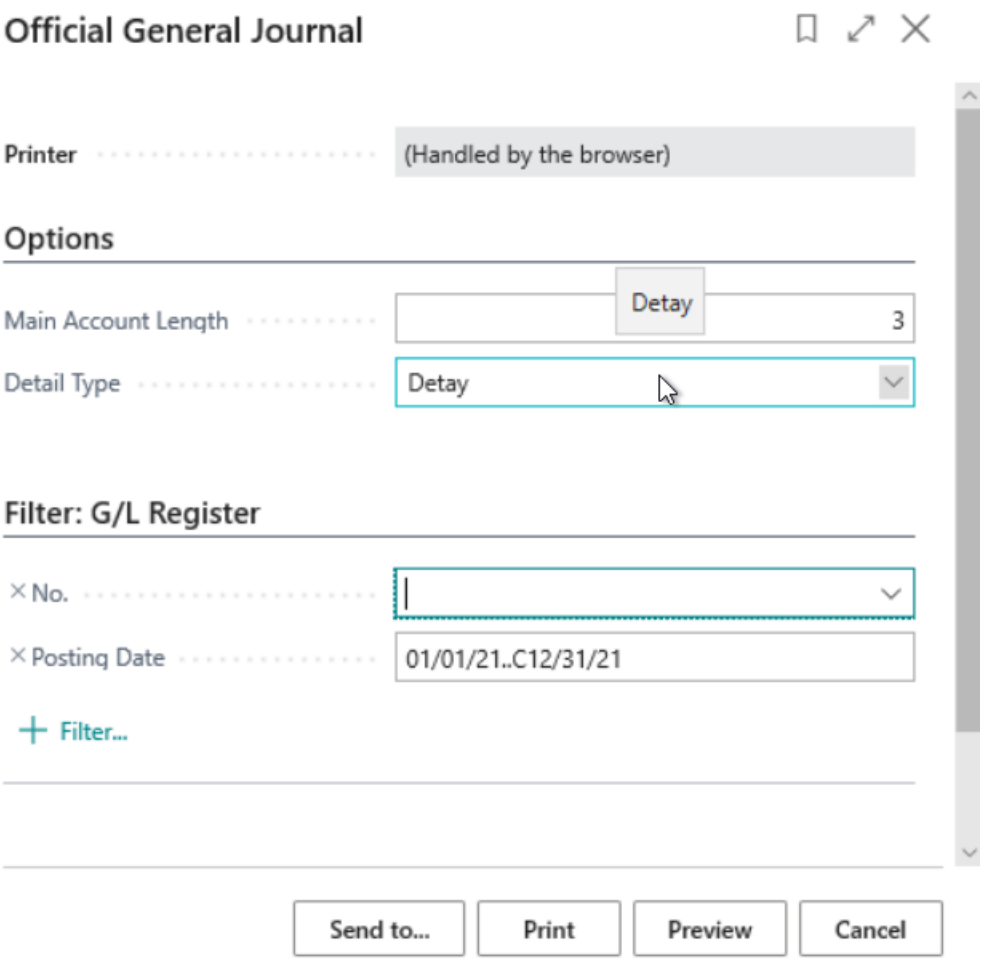


Sorting may be done and Article Numbers can be assigned by this report to the relevant G/L Registers inline with Turkish Accounting Principles.

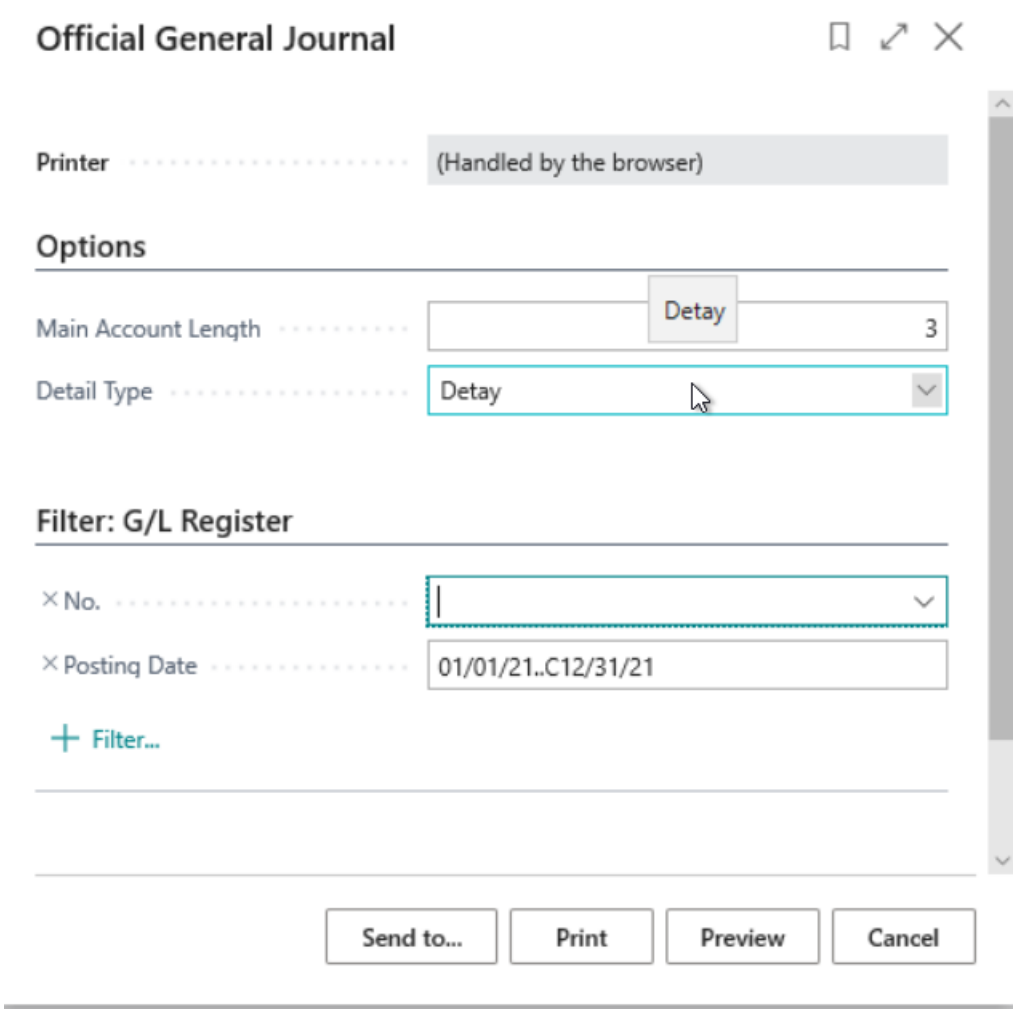


No.	Creation Date	Creation Time	Article No.	Voucher No.	Posting Date	User ID	Source Code	Journal Batch Name	From Entry No.	To Entry No.	From Tax Entry No
12	3/22/2021	1:18:15 PM	12	FN2020000000012	12/31/2020	ADMIN	YEVDFT	CLOSING	35	40	
13	3/22/2021	1:18:29 PM	1	FN2021000000001	1/1/2021	ADMIN	YEVDFT	OPENING	41	46	
14	3/22/2021	2:16:00 PM	6	FN2021000000002	3/1/2021	ADMIN	YEVDFT	DEFAULT	47	49	
15	3/22/2021	2:16:01 PM	2	FN2021000000003	1/3/2021	ADMIN	YEVDFT	DEFAULT	50	52	
16	3/22/2021	2:16:01 PM	4	FN2021000000004	1/12/2021	ADMIN	YEVDFT	DEFAULT	53	55	1
17	3/22/2021	2:16:01 PM	3	FN2021000000005	1/9/2021	ADMIN	YEVDFT	DEFAULT	56	58	1
18	3/22/2021	2:30:39 PM	7	FN2021000000006	3/22/2021	ADMIN	SATIŞLAR		59	61	1
19	3/22/2021	2:31:43 PM	5	FN2021000000007	1/12/2021	ADMIN	SATIŞLAR		62	64	1
20	3/22/2021	2:39:26 PM	8	FN2021000000008	12/31/2021	ADMIN	YEVDFT	DEFAULT	65	68	
21	3/22/2021	2:46:49 PM	10	FN2021000000009	12/31/2021	ADMIN	YEVDFT	CLOSING	69	72	
22	3/22/2021	2:57:11 PM	11	FN2021000000010	12/31/2021	ADMIN	KAPANGLR	DEFAULT	73	75	
23	3/22/2021	3:00:14 PM	9	FN2021000000011	12/31/2021	ADMIN	YEVDFT	DEFAULT	76	77	
24	3/22/2021	3:02:31 PM	12	FN2021000000012	12/31/2021	ADMIN	YEVDFT	CLOSING	78	83	
25	3/22/2021	3:02:32 PM	0	FN2022000000001	1/1/2022	ADMIN	YEVDFT	OPENING	84	89	

Official General Journal Report can be taken after this transactions as ready to submit to the authorities.



This report can be taken as summary or detailed options. In the summary option; Main Accounts Level (1st Three digits of the Accounts are mandatory to be used preliminary determined way by the authority) or as detailed at account level.

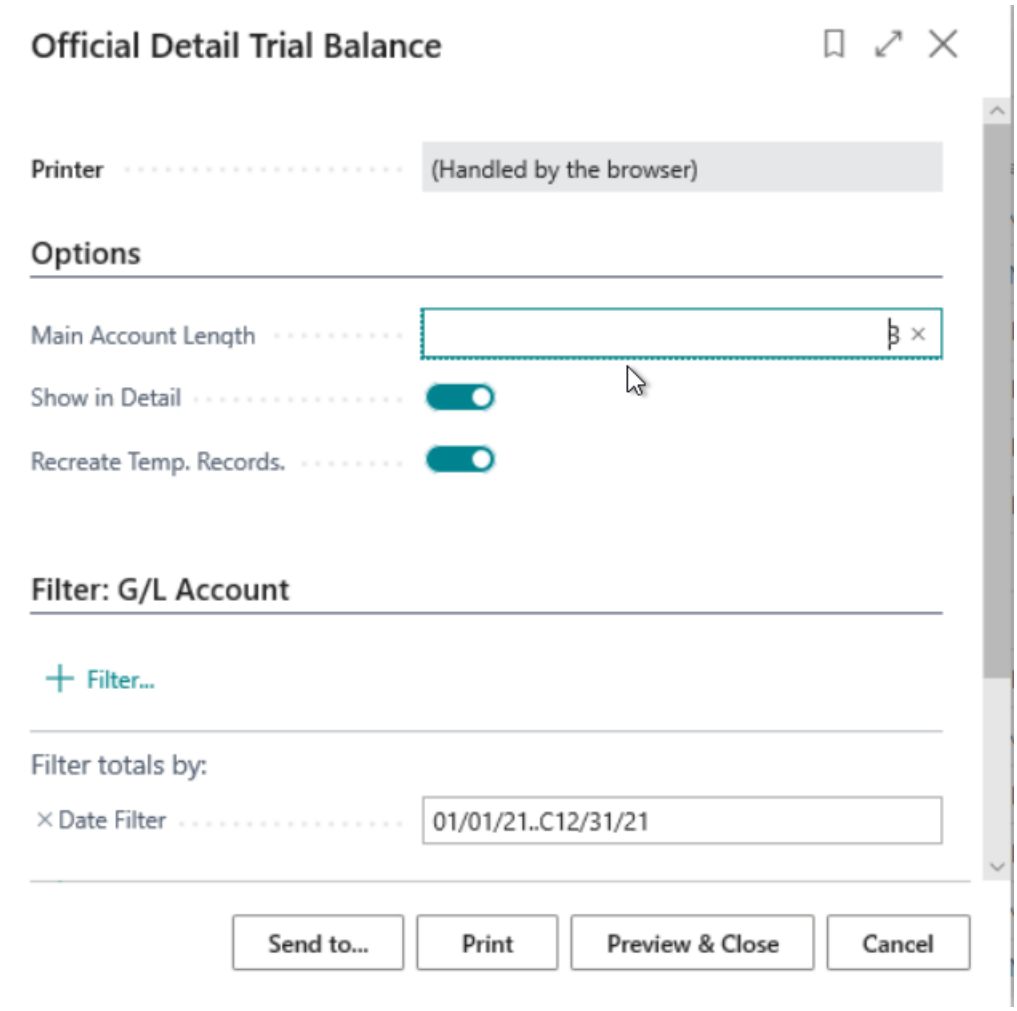


Report has to be printed and has to be notarized and to be kept for any possible audit by the company accountants.

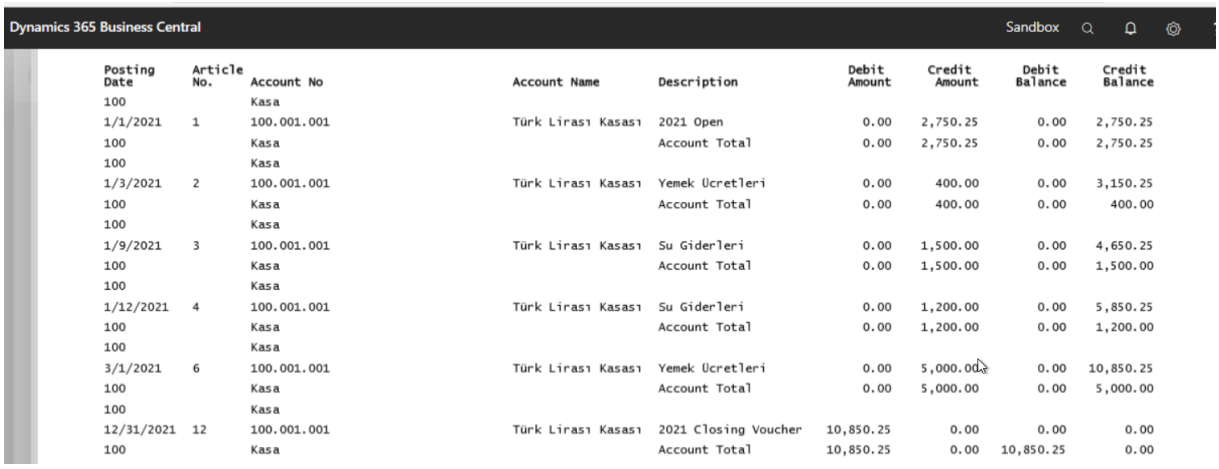
GENERAL JOURNAL

ACCOUNT NO	ACCOUNT NAME	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT
		Continue	0.00	0.00
Article No:	1	Date 1/1/2021		
100	Kasa	2021 Open		2,750.25
100.001.001	Türk Lirası Kasası	2021 Open		2,750.25
120	Alıcılar	2021 Open	17,700.00	
120.001.002	İlişkili Traflardan Yurtdışı	2021 Open	17,700.00	
191	İndirilecek Katma Değer Vergisi	2021 Open	341.06	
191.001.001	Satınalmalarda Ödenen KDV %18	2021 Open	266.98	
191.001.002	Satınalmalarda Ödenen KDV %8	2021 Open	74.08	
391	Hesaplanan Kdv	2021 Open		2,700.00
391.001.001	Mal ve Hizmet Satışlarında	2021 Open		2,700.00
590	Dönem Net Kârı (Dönem Net Gelir	2021 Open		12,590.81
590.001.001	Cari Dönem Net Kârı	2021 Open		12,590.81
			18,041.06	18,041.06
Article No:	2	Date 1/3/2021		
100	Kasa	Yemek Ücretleri		400.00
100.001.001	Türk Lirası Kasası	Yemek Ücretleri		400.00
191	İndirilecek Katma Değer Vergisi	Yemek Ücretleri	29.63	
191.001.002	Satınalmalarda Ödenen KDV %8	Yemek Ücretleri	29.63	
770	Genel Yönetim Giderleri	Yemek Ücretleri	370.37	
770.003.001	Yemek Ücretleri	Yemek Ücretleri	370.37	
			400.00	400.00
Article No:	3	Date 1/9/2021		
100	Kasa	Su Giderleri		1,500.00
100.001.001	Türk Lirası Kasası	Su Giderleri		1,500.00
191	İndirilecek Katma Değer Vergisi	Su Giderleri	228.81	
191.001.001	Satınalmalarda Ödenen KDV %18	Su Giderleri	228.81	
770	Genel Yönetim Giderleri	Su Giderleri	1,271.19	
770.004.002	Su Giderleri	Su Giderleri	1,271.19	
			1,500.00	1,500.00

Detail Trial Balance again has to be prepared ant be printed/notarized as like as Official Journal Report.



Layout of the report can be seen below.



Dynamics 365 Business Central — Sandbox

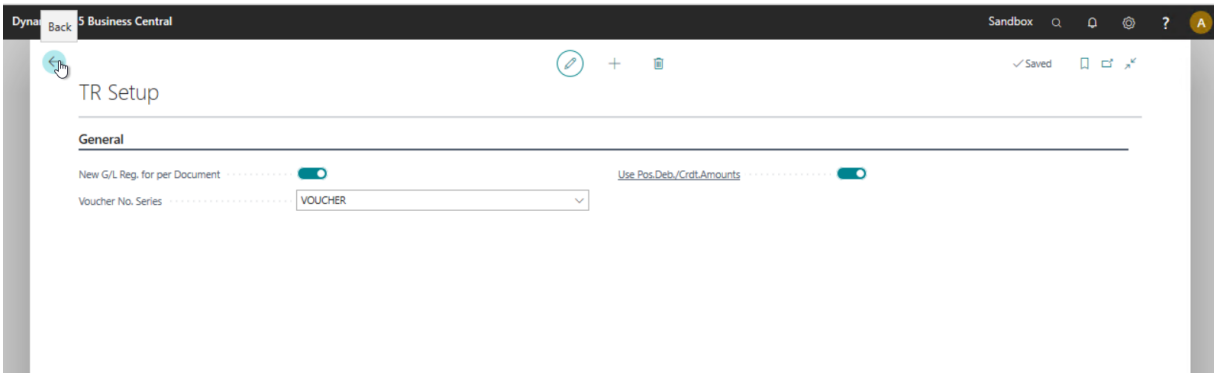
Posting Date	Article No.	Account No	Account Name	Description	Debit Amount	Credit Amount	Debit Balance	Credit Balance
100		Kasa						
1/1/2021	1	100.001.001	Türk Lirası Kasası	2021 Open	0.00	2,750.25	0.00	2,750.25
100		Kasa		Account Total	0.00	2,750.25	0.00	2,750.25
100		Kasa						
1/3/2021	2	100.001.001	Türk Lirası Kasası	Yemek Ücretleri	0.00	400.00	0.00	3,150.25
100		Kasa		Account Total	0.00	400.00	0.00	400.00
100		Kasa						
1/9/2021	3	100.001.001	Türk Lirası Kasası	Su Giderleri	0.00	1,500.00	0.00	4,650.25
100		Kasa		Account Total	0.00	1,500.00	0.00	1,500.00
100		Kasa						
1/12/2021	4	100.001.001	Türk Lirası Kasası	Su Giderleri	0.00	1,200.00	0.00	5,850.25
100		Kasa		Account Total	0.00	1,200.00	0.00	1,200.00
100		Kasa						
3/1/2021	6	100.001.001	Türk Lirası Kasası	Yemek Ücretleri	0.00	5,000.00	0.00	10,850.25
100		Kasa		Account Total	0.00	5,000.00	0.00	5,000.00
100		Kasa						
12/31/2021	12	100.001.001	Türk Lirası Kasası	2021 Closing Voucher	10,850.25	0.00	0.00	0.00
100		Kasa		Account Total	10,850.25	0.00	10,850.25	0.00

Topic 3: TR Setup

Turkish Localization for Microsoft Dynamics 365 Business Central App has several setup forms in order to define general parameters for each business processes. In addition to these forms,

TR Setup form has been added into Microsoft Dynamics 365 Business Central TR version in order to define general parameters for Turkey. Although all parameters have been introduced in related chapters of this user guide, it will be shown below in order to clarify main logic underlying at TR Setup form.

Main TR Setup Parameters for Year End Closing Activities



Detailed Steps

Fields of the TR Setup Form are;

1. In the **Search** box, enter "TR. Setup" and click the related link
2. Click **New**.
3. On the first line, enter the following fields:

    a. **New G/L Reg. for per Document;**

    "New G/L Reg. per Documents" as an option field can be checked as a general parameter if a new G/L Register will be required for each document consequently.

    b. **Voucher No. Series;**

    "Voucher No. Series" (mentioned at related Chapter) can be selected at "General Tab" of the TR Setup Form.

    A Voucher No. has been given for the posted documents in accordance with Turkish Accounting Principles and they will be shown in G/L Registers and G/L Entries.

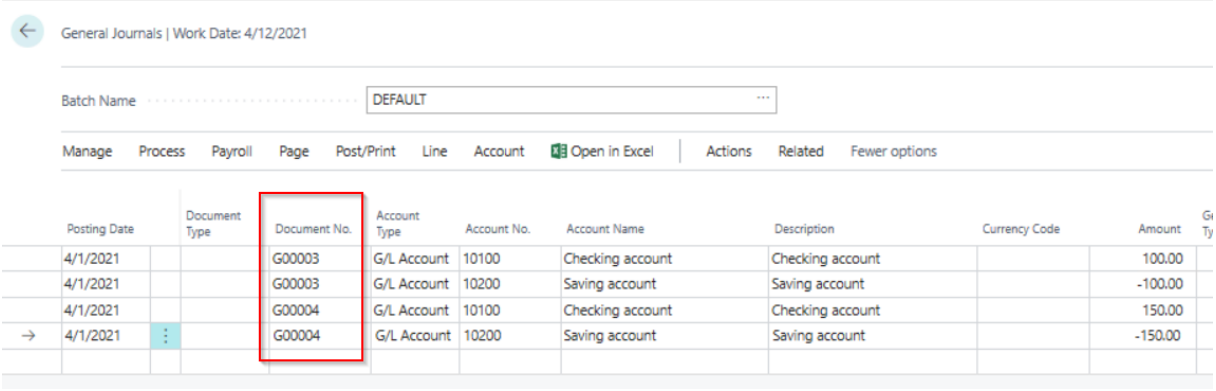
c.Use Pos.Deb./Crdt.Amounts;

Both Debit and Credit transactions have to be shown at the ledgers and legal reports in Turkish Accounting Principles. By clicking this fiels at TR Setrup Form; System may automatically record amounts of the posted transactions into proper fields (debit or credit amount columns) automatically.

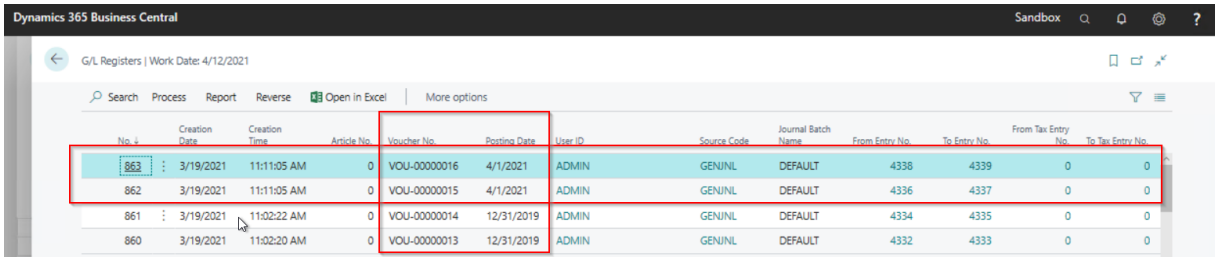
4. Close the **TR. Setup** page.

Scenario for "New G/L Reg. for per Document" field usage;

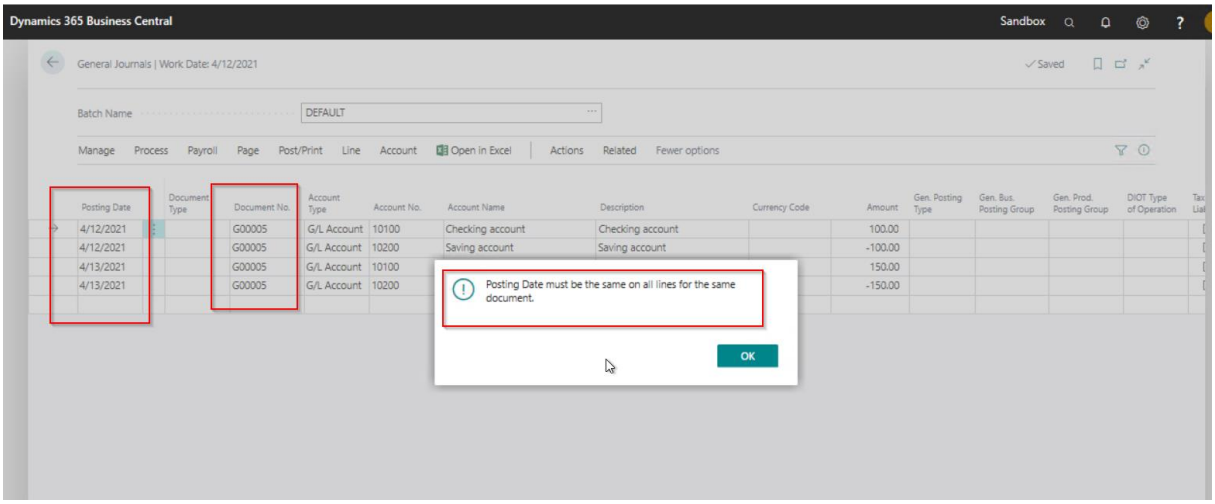
There are 2 separate document entries at the General Journals with same posting date are given below.



G/L registers are being done by using these Document No values after posting of the journal. Added to this, Posting Date, Voucher No and Article Nos fields are also added into G/L Registers list accordingly. Article No. field can be filled in with renumbering functionality at the month end activities.



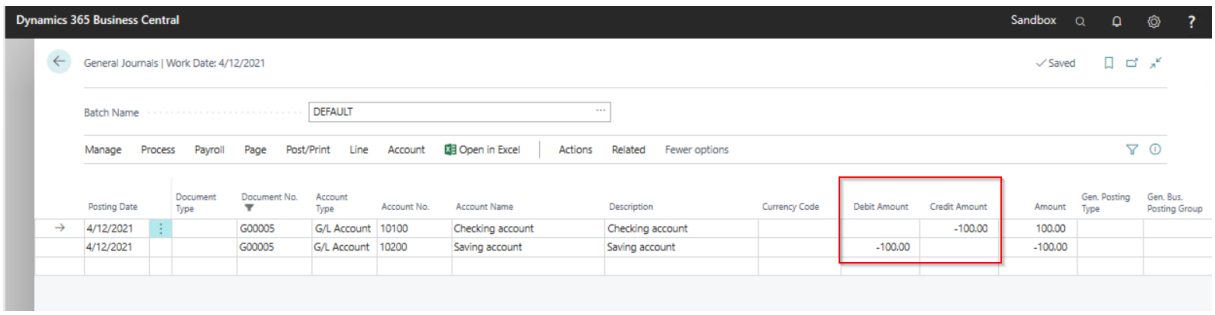
An error message may be occurred and posting may be blocked by the system if there are more than 1 line at the journals with same document numbers but at different posting dates.



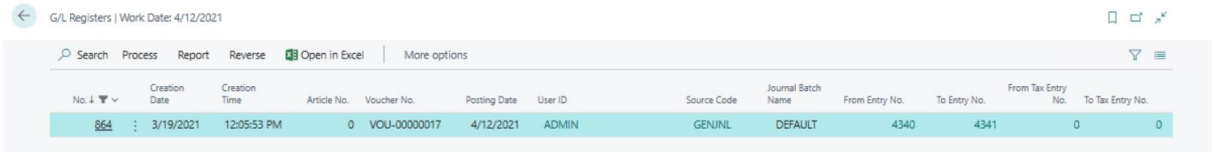
System allows user for entering negative amounts at the amount fields at journals at standard Business Central application. For example; amount can be posted with negative signs for the reverse registers. However, it is not allowed to show these amounts with negative signs at Turkish Accounting Principles. Therefore, these amounts have to be posted with proper signs in Turkish Localization App.

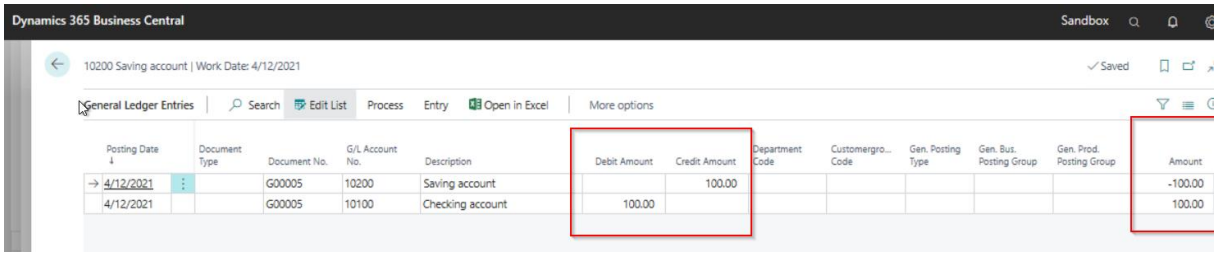
Example,

Amounts are entered with negative signs at Debit & Credit Amount Fields at below given example.

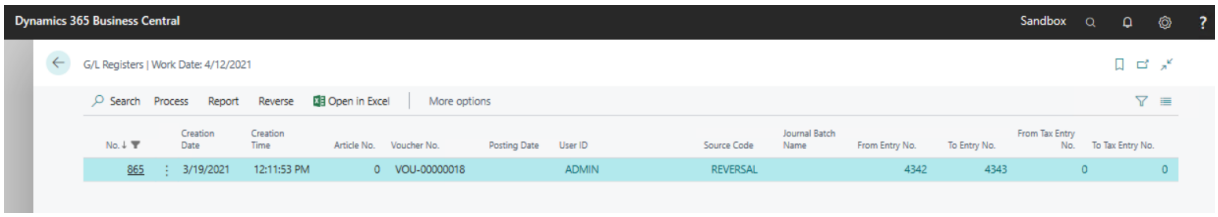


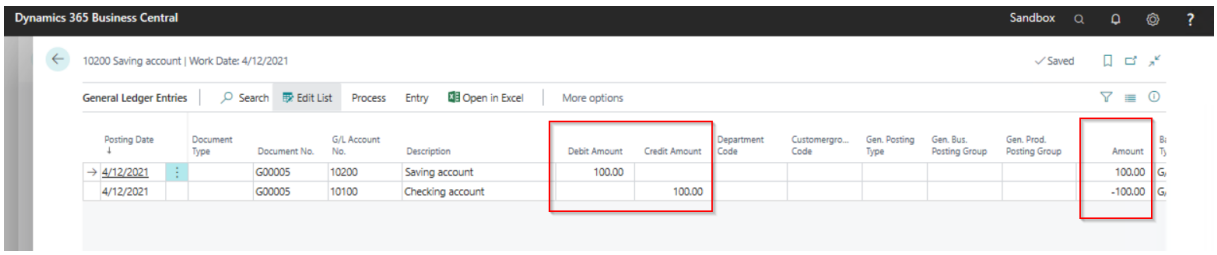
However, system will be corrected the amounts with proper positive amounts during the posting process and the amounts will be kept in proper fields accordingly at posted registers.





Reverse registers have also been adopted with this rule and negative sign usage has also been converted into proper fields inline with Turkish Accounting Principles.





Quick Interaction: Lessons Learned

Take a moment and write down three Key Points you have learned from this chapter:

1.

2.

3.

CHAPTER 3: BIG PURCHASES / BIG SALES (BA/BS) REPORTS

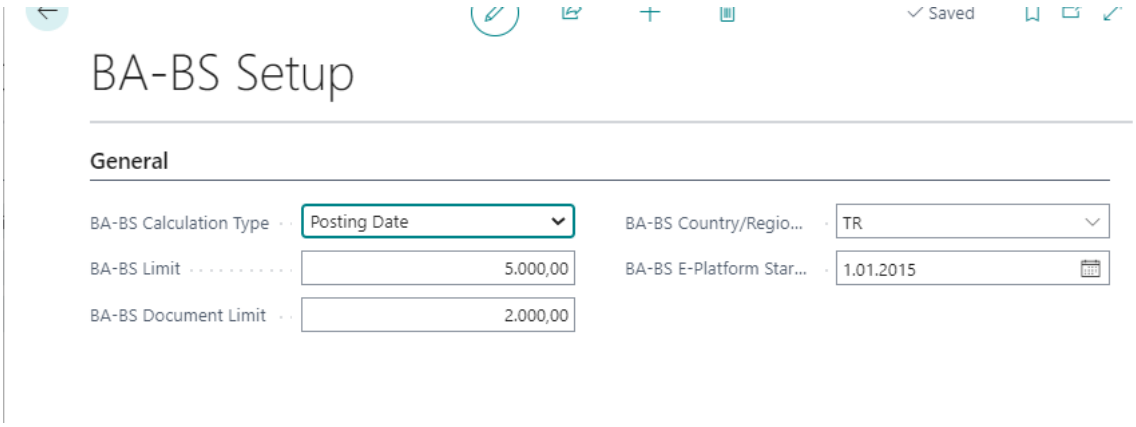
Ba-Bs Regulation

Ba-Bs Regulation Development

The e-documents received and issued by the company in the new structure will not be reported to Turkish Revenue Administration in BA/BS notification. If the general limit of 5,000 TL has been exceeded, the number and amount of paper invoices received, as well as the number and amount of paper invoices issued will be reported.

In case of purchase of the e-invoice solution from Pargesoft, it can be determined whether the incoming and issued documents are e-invoices or paper invoices. However, for companies that do not purchase the e-invoice solution, some information must be entered by the company in the fields of current cards and installation.

In order to use Ba-Bs Regulation Development, installations must first be completed in the Ba-BS Setup table.

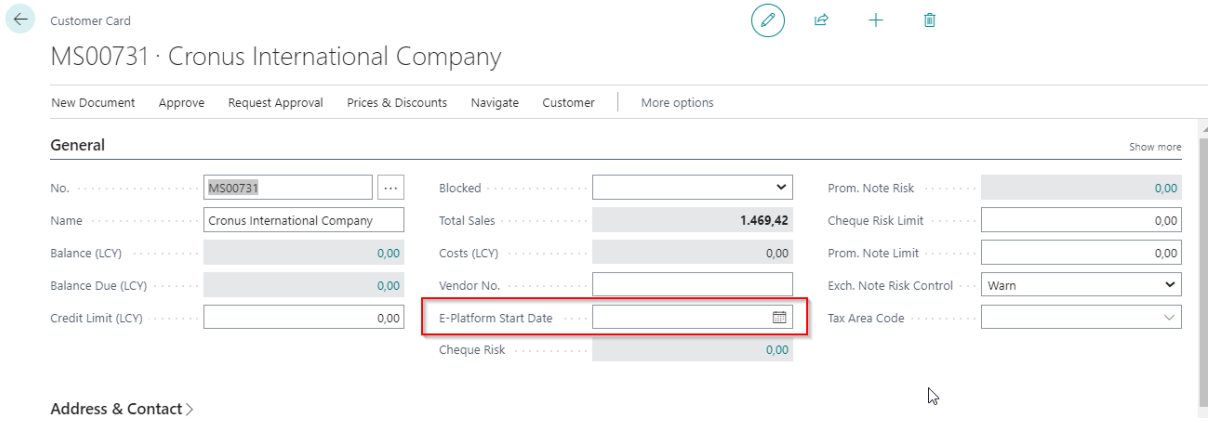


Ba-BS Regulation Field Descriptions

- BA-BS- Limit: This is the area where the limit down figure specified by the TRA is defined for the calculation of the BA-BS figure.
- Ba-Bs Calculation Type: The area in which to specify whether the document created in the BA-BS calculation will be calculated according to the posting date or the document date.
- BA-BS Document Limit: The area where the document limit is defined, including VAT, entered to determine whether the incoming invoice is a paper invoice or an e-document.

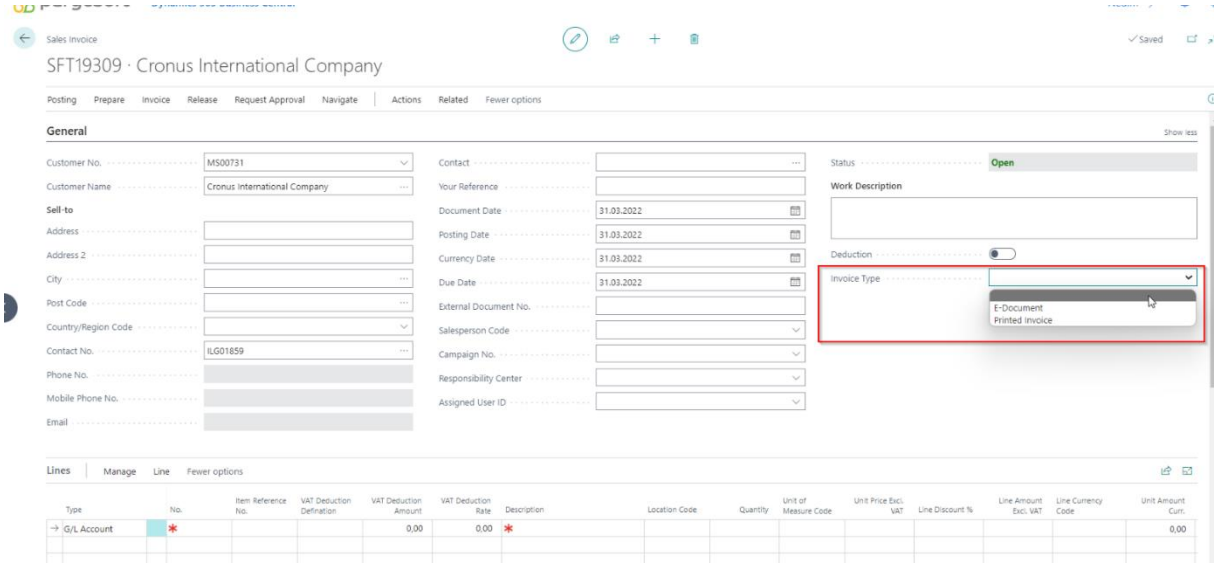
- Country Region code: Only invoices from Turkey can be E-Document in Ba-BS notifications. In order for the system to separate foreign invoices as E-documents during calculation according to the amount, this field must be defined as the country code selected on the current cards.
- Ba-Bs E-Platform Start Date: If the company has not purchased the E-invoice module from Parge, the company must enter the e-invoice start date in this field. Invoices issued will be checked according to this date whether they are e-documents or paper invoices.

Required areas for description of companies that do not purchase e-invoice solutions
The e-invoice transition date of the company must be written on the Vendor and Customer Cards.



Selecting Document Type in Sales and Purchase Documents

When issuing sales and purchase invoices, the relevant field is defined for selecting paper invoices or e-documents as document types. If the user selects the document type during the document entry, the system will consider the entered document as the selected type.



Using a Ba-BS Worksheet

Some new areas have been added to the Ba-Bs Worksheet according to the new arrangement. These areas indicate that the invoices are e-documents or printed invoices.

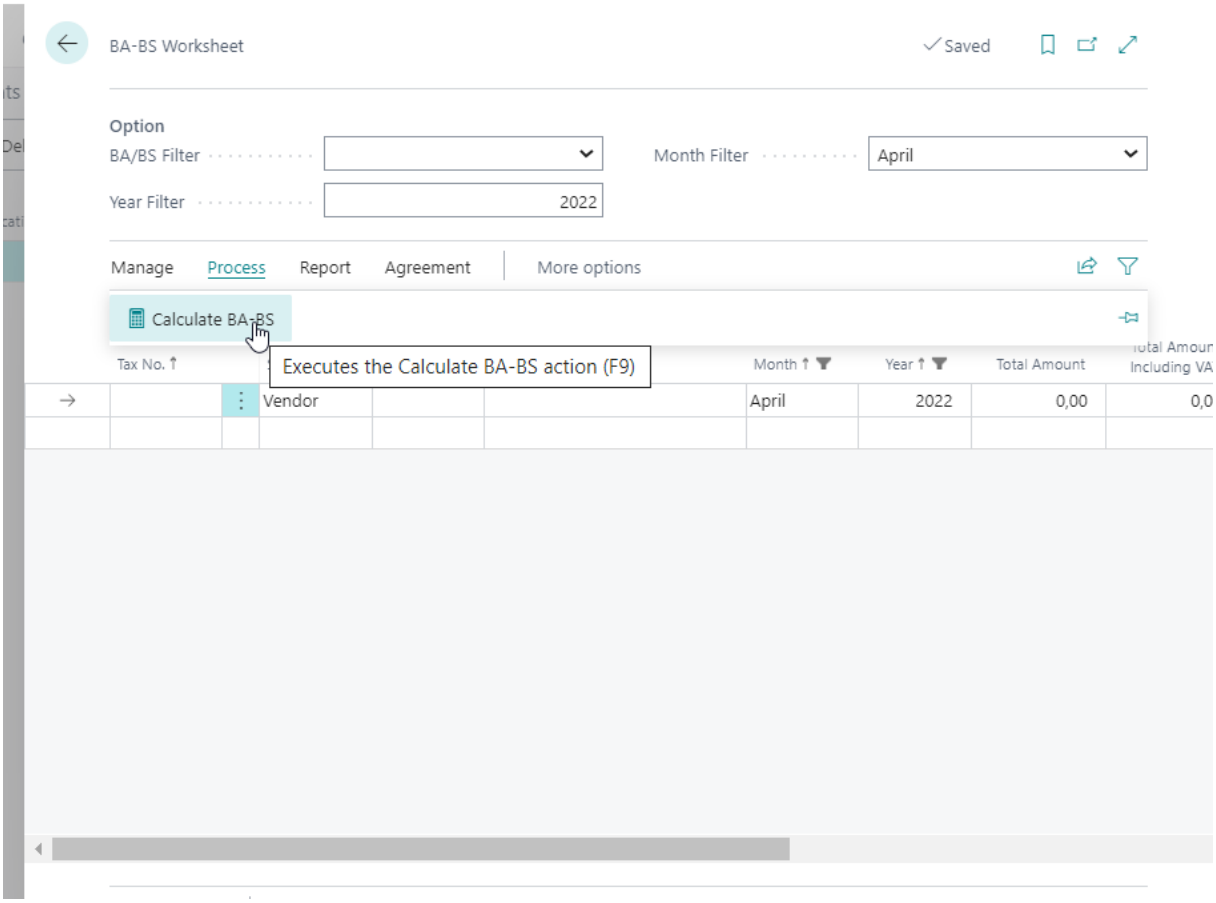
- E-Document amount: the total amount of e-documents from invoices in the relevant period.
- Total amount Excluding VAT: the total amount of invoices in the relevant period, excluding VAT.
- Total Amount Including VAT: The total field including VAT in the relevant period.
- Printed Invoice Amount: The printed invoice total field in the relevant period.
- Number of Documents: The field where the total number of documents is located as printed and E-document.
- Number of E-Documents: The field where the total number of e-documents is located.

- Number of Printed Documents: The area where the total number of printed documents is located.

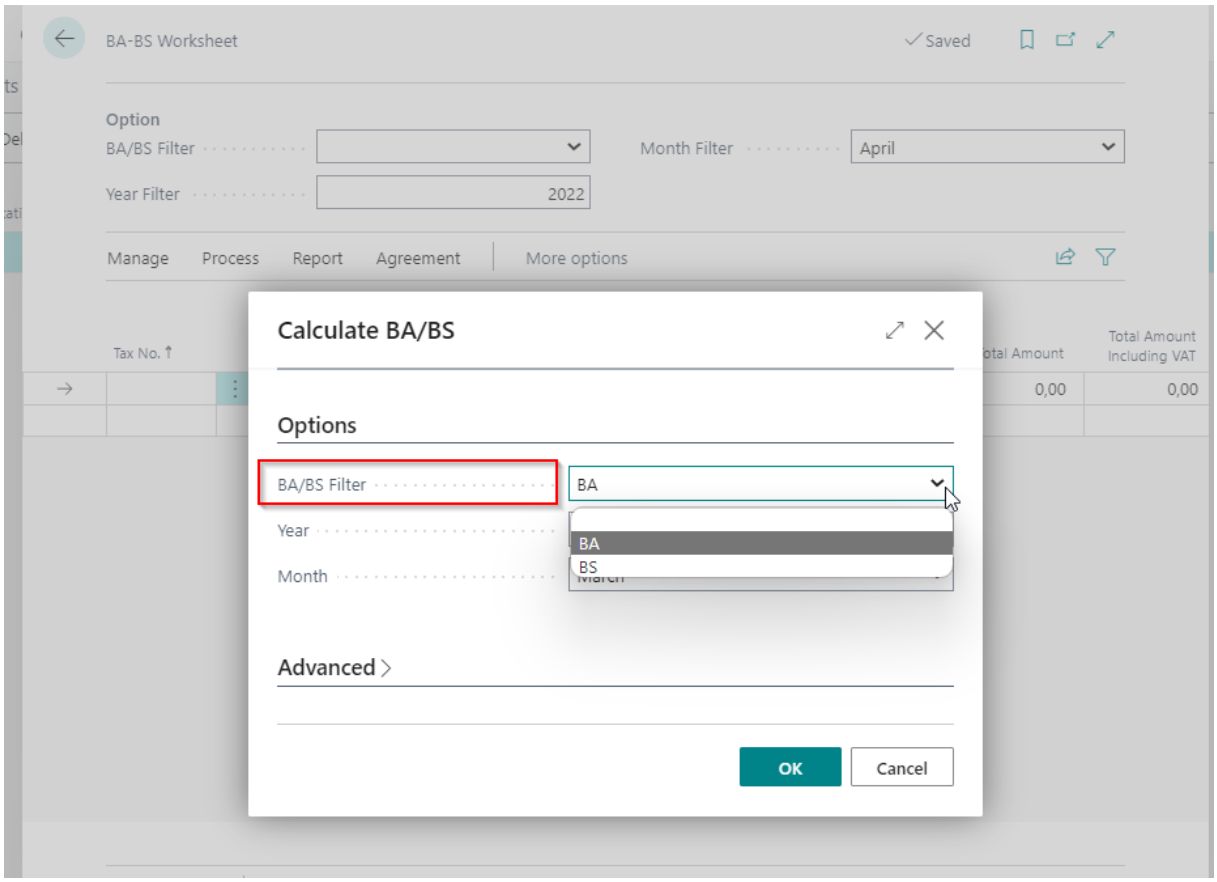
BA Worksheet Usage

Steps to Follow

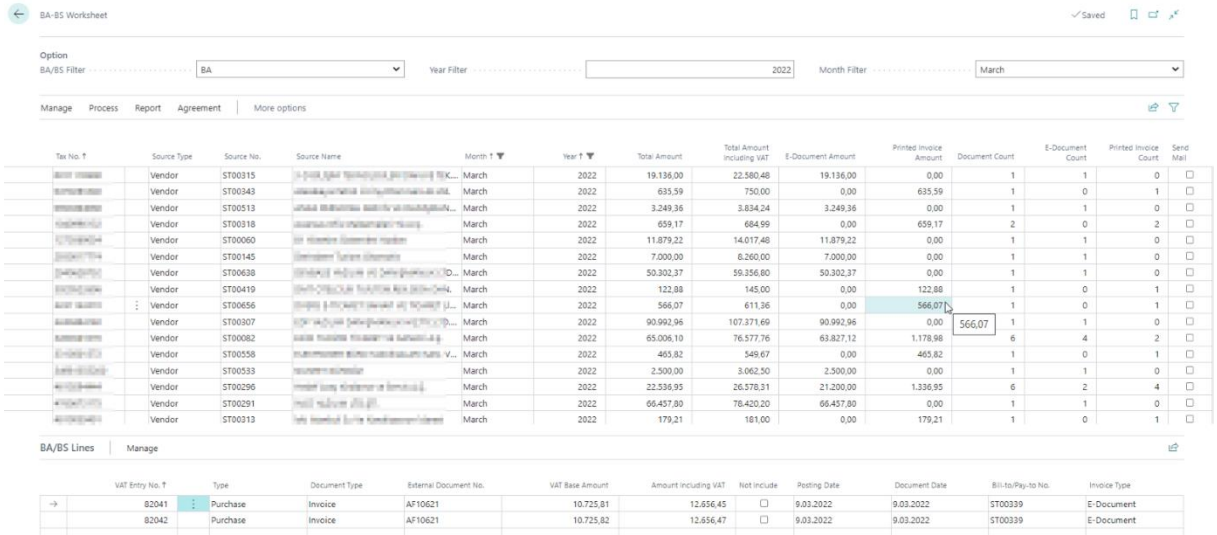
- The BA-BS worksheet is written to the search field. Access to the relevant page is provided.
- The query screen is accessed by clicking the Calculate BA-BS button.



- Ba-Bs Calculation should be done separately for BA and BS.



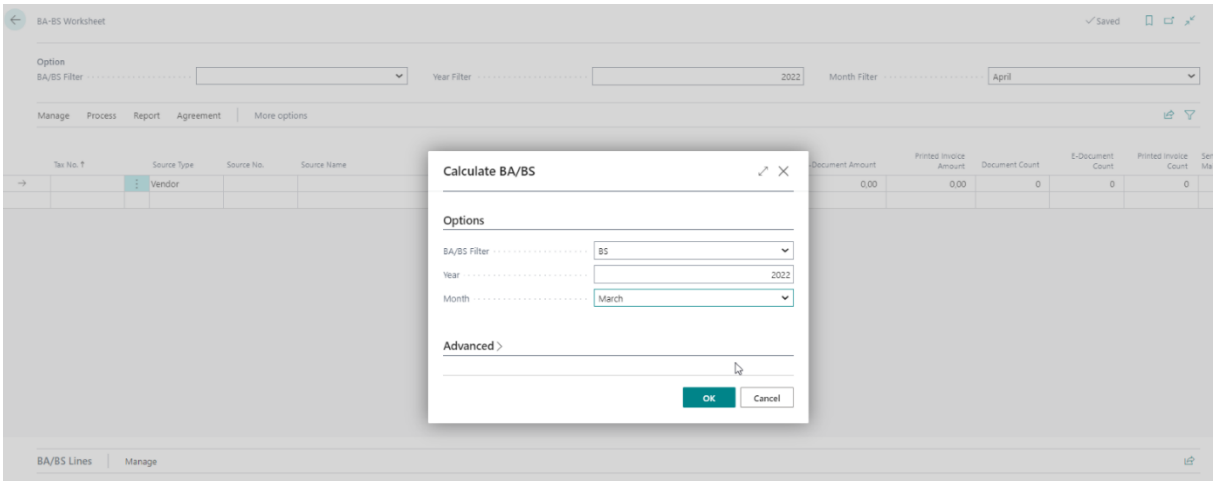
After BA-BS calculation is done, the lines will fill up automatically.



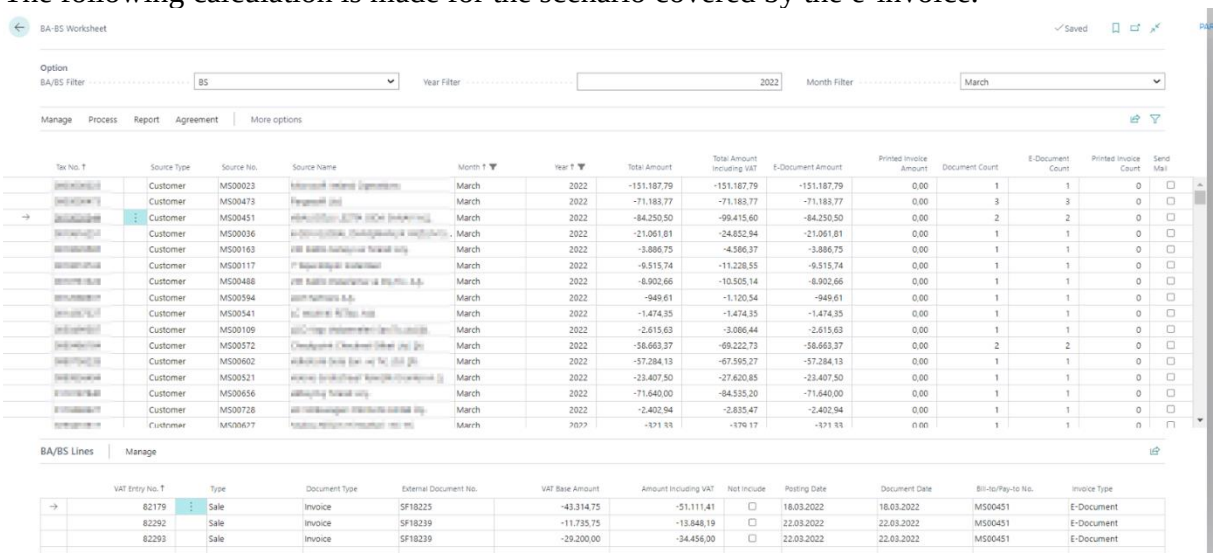
When the BA Report is run, the system will only bring the printed ones and ones with different country code TR to the report.

BS Worksheet Usage

Bs figures will be calculated for the period related to the Calculate Bs report for the Bs report. Unlike BA, the system will look at whether the company is an E-invoice taxpayer when calculating BS. If the company has purchased the E-invoice module, all invoices to the BS worksheet will be marked as e-documents. If the company is not covered by the e-invoice, only invoices issued under 2,000 TL will be marked as printed invoices. As invoices issued above 2,000 TL by law will be issued as e-archives, these invoices will not appear in BS form. However, if the document type is selected in the sales document, the type selected in the document will be valid.



The following calculation is made for the scenario covered by the e-invoice.

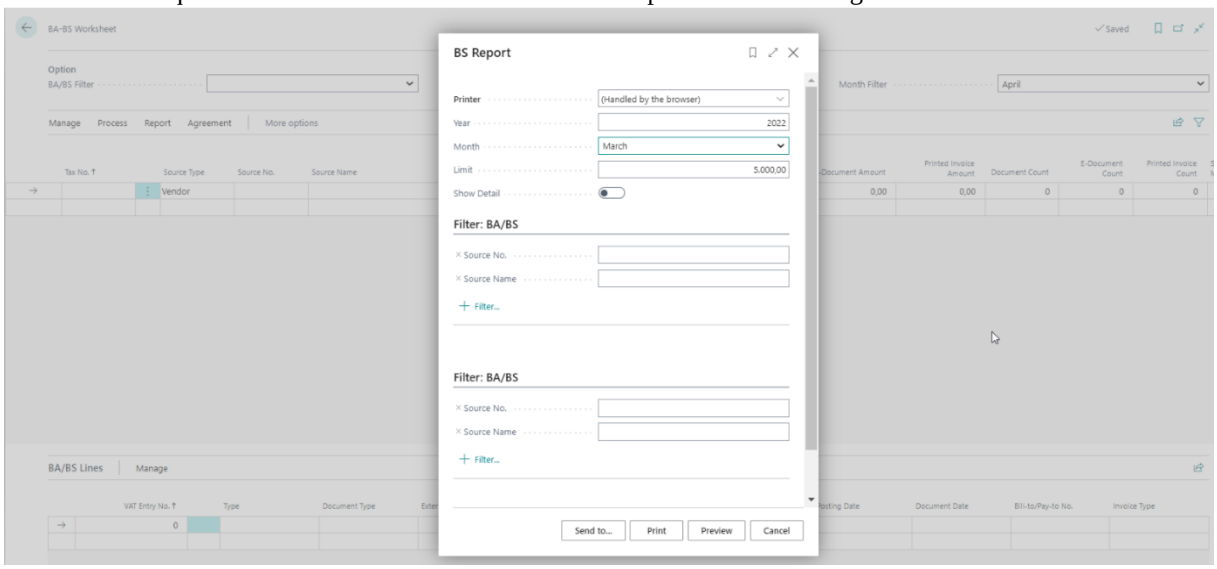


BA-BS Reports

BS Report

Steps to Follow

- The report query screen is accessed by typing BS Report in the search field.
- The required filters are entered to receive the BS report on the resulting screen.



- The report is run. (Bs calculation is required for the given date filter in advance.)

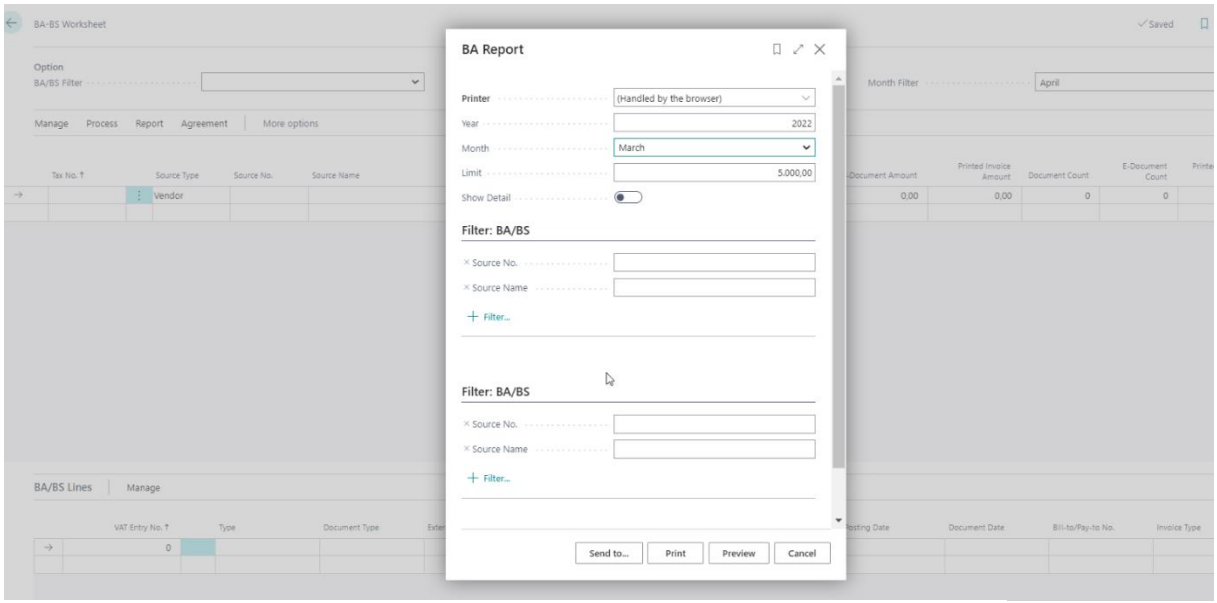
BS Report

Order No.	Name	Country	Tax Registration No	Personal Identity No	No. Of Document	Total Amount (Ecxl. VAT)

Amount Higher Than Limit	0,00
Amount Lower Than Limit	0,00
General Total	0,00

BA Report

- The report query screen is accessed by typing a BA Report in the search field.
- The required filters are entered to retrieve the BA report on the resulting screen.
- The report is run. (Bs calculation is required for the given date filter in advance.)



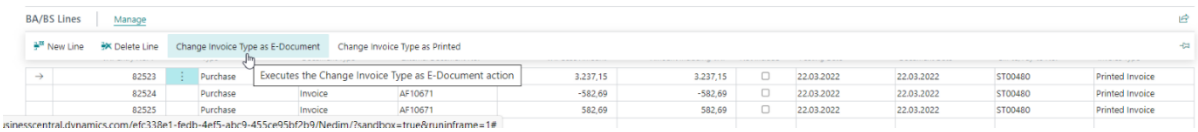
BA Report

Order No.	Name	Country	Tax Registration No	Personal Identity No	No. Of Document	Total Amount (Excl. VAT)
1		TR			2	1.178,98
2		TR			4	1.336,95
3		IE			2	15.979,48
4		IE			49	1.331.011,97
5		UK			2	39.946,30
6		TR			6	3.925,92
7	TİL	TR			1	65,00

Amount Higher Than Limit	1.393.444,60
Amount Lower Than Limit	18.048,39
General Total	1.411.492,99

Change a Document Type in a BS-BA Worksheet

Vendor who are not covered by the e-invoice can deduct the invoices they have issued under 2.000.00 TL as E-Archive on request. As a rule, it is not possible for the system, which is an optional invoice, to perceive these invoices as e-documents according to a rule. Invoices issued in this way must be changed by the taxpayer from the BA-BS worksheet. The following buttons must be used to change the type in order to make this change.


BA/BS Lines
Manage
New Line
Delete Line
Change Invoice Type as E-Document
Change Invoice Type as Printed
Executes the Change Invoice Type as E-Document action
82523 Purchase 3.237,15 3.237,15 22.03.2022 22.03.2022 ST00480 Printed Invoice
82524 Purchase Invoice AF10671 -582,69 -582,69 22.03.2022 22.03.2022 ST00480 Printed Invoice
82525 Purchase Invoice AF10671 582,69 582,69 22.03.2022 22.03.2022 ST00480 Printed Invoice

CHAPTER 4: EXCHANGE NOTE DEFINITION

Cheques or promissory notes are important among the payment methods used in commercial life. The cheque, which is considered valuable documents, is issued, and used according to the promissory note legislation. The ones that come to the business must be registered according to the rules.

Exchange Note Development Features

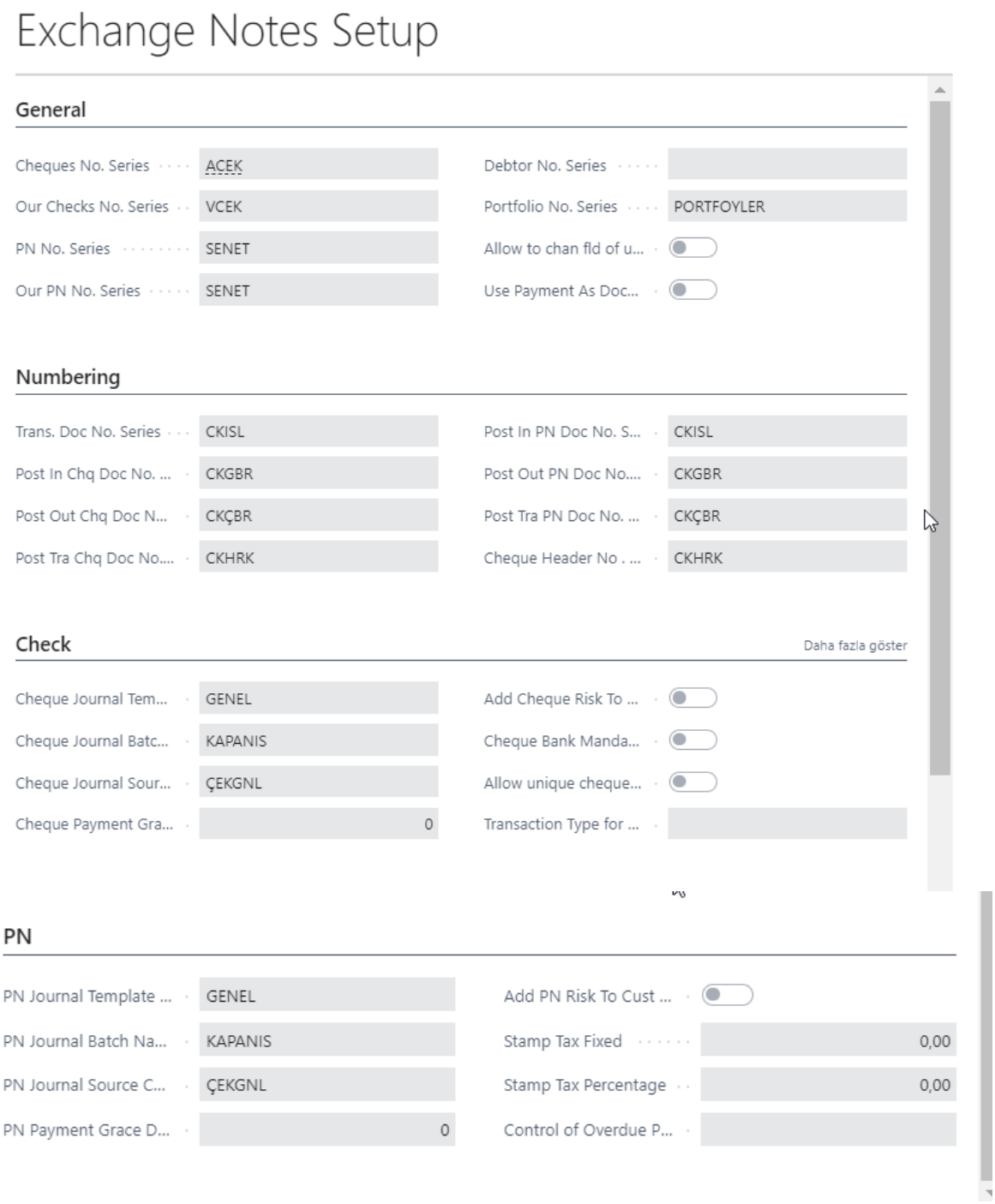
1. Identifying and tracking customer cheques and promissory notes in the program,
2. Sending customer cheques and promissory notes to the bank for collection,
3. Collection of cheques and promissory notes sent to the bank,
4. Negotiate of customer cheques to vendors,
5. To follow up on bounced cheques and promissory notes,
6. The company arranges its own cheques
7. Issuing edited cheques to vendors
8. Collection of cheques issued to vendors

Exchange Note Setup

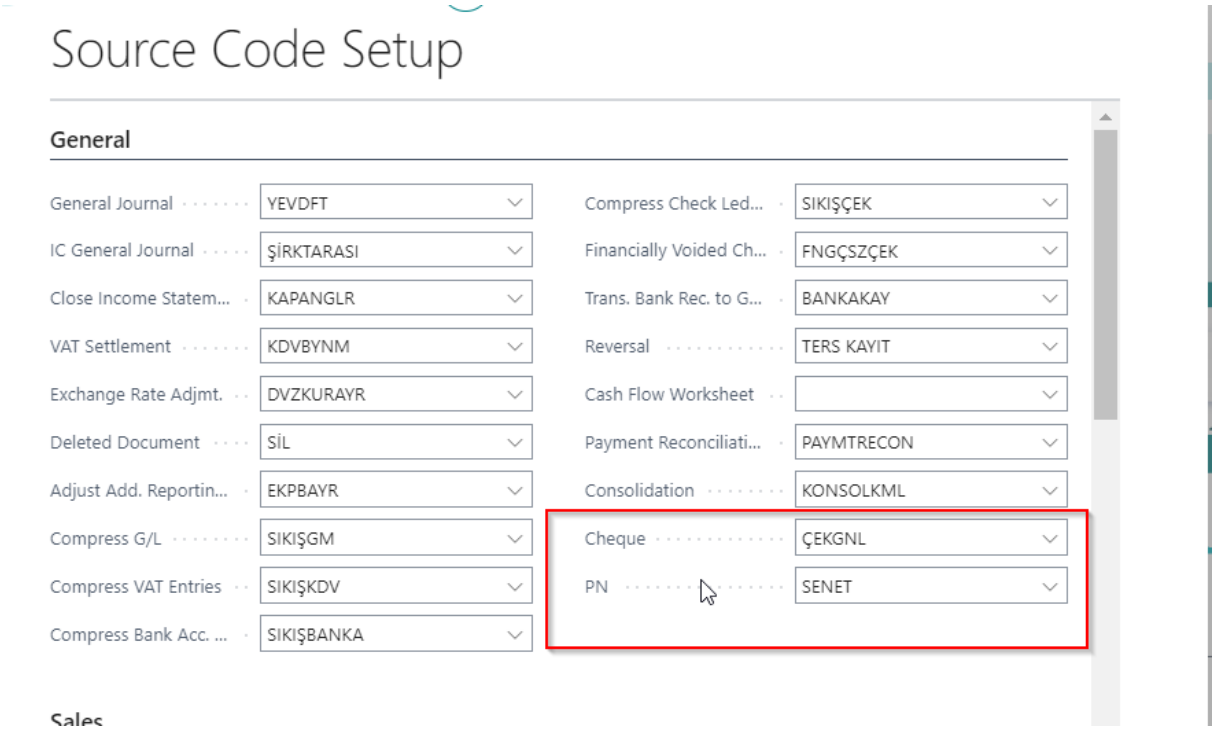
It is necessary to set up Exchange Note before trading on exchange Note Setup. In order to setup, the following actions must be taken.

Steps to Follow

- The search field is typed Exchange Notes Setup and the relevant setup page is accessed.
- If no other installation has been done before, a new page opens. If it has already been installed, the page is accessed by clicking edit.
- It is necessary to fill in the fields in the Setup table, select number series and journals to use the functions.



- After the Exchange Note setup, source code must be selected for cheques and promissory notes in the Source code setup.

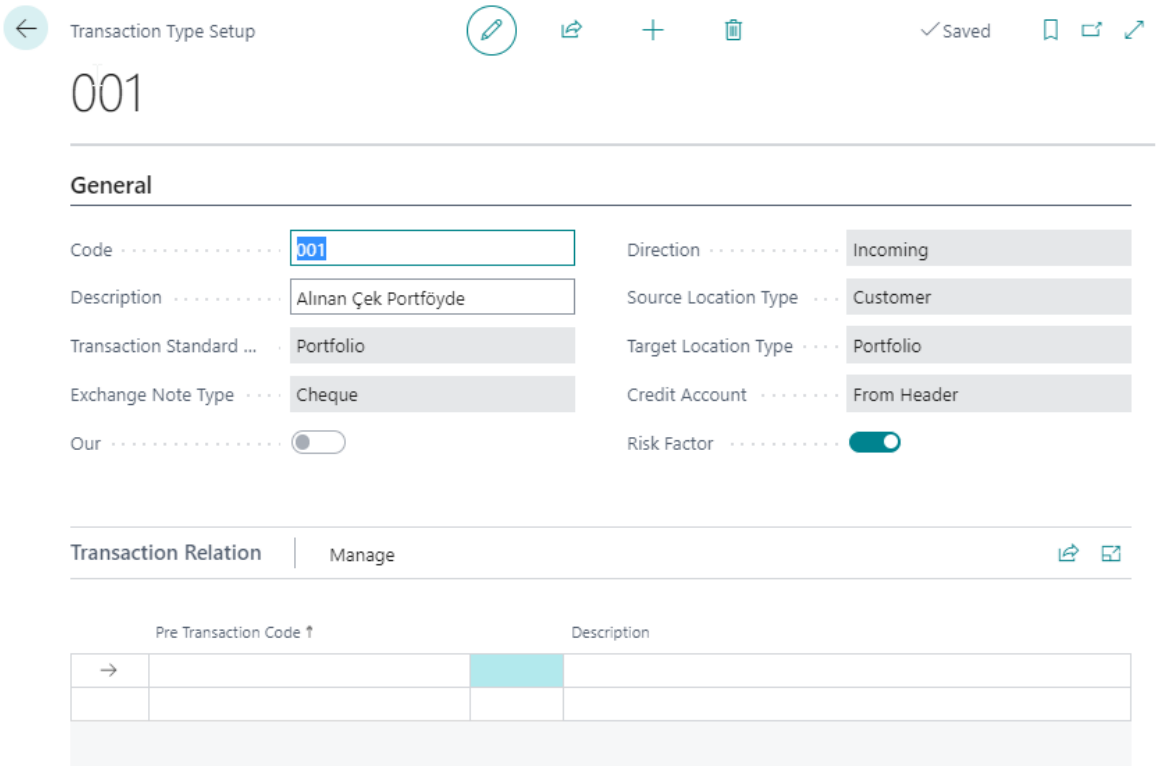


Transaction Type Setup

Transaction type setup is required for Cheques and Promissory Notes to make functions related to Exchange Setup. Identification must be made for each type of operation

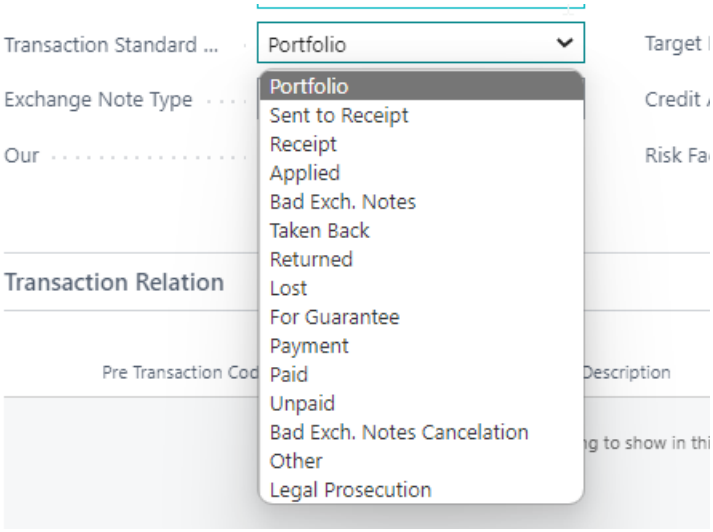
Steps to Follow

- Transaction Type List is typed in the search field and accessed to the relevant menu.
- The previously created transaction types will appear in the outing menu.
- The New button is pressed to add a new transaction type.



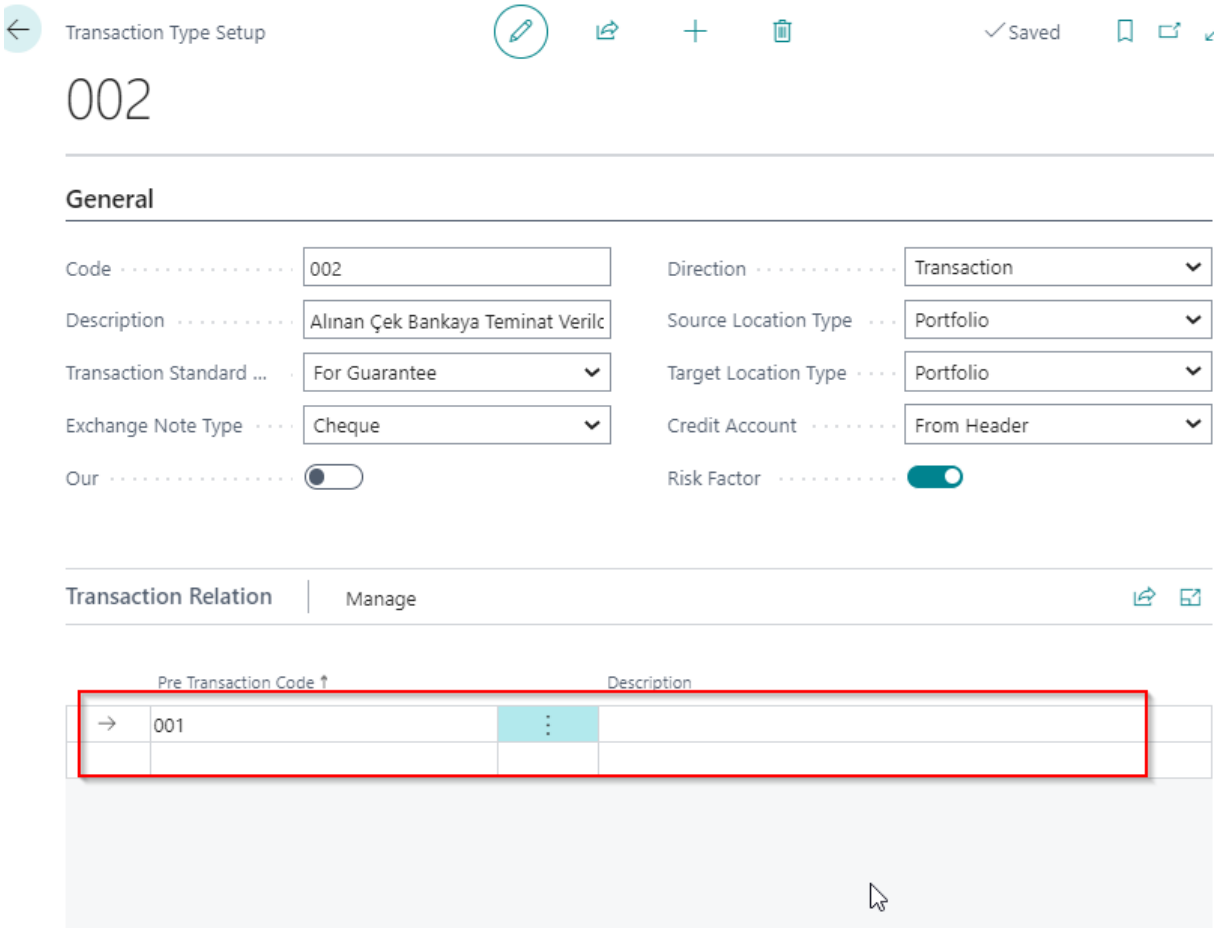
The description of the fields is as follows.

- Code; A code is defined for the transaction type.
- Desc; A description is typed for the transaction type.
- Transaction Standard Type; the appropriate option is selected.



- Exchange Note Type: whichever document is being installed is selected. (Cheque, promissory note)
- Direction: transaction type is selected.
- Source Location Type: resource type is selected for transaction type
- Targe Location Type: the target type is selected for the transaction type.

- Credi Account: The field where the receiving side of the accounting account to be formed for the transaction will be determined is selected.
- Risk Factor: the field is marked to determine whether there is a risk to the customer as a result of the transaction.
- You can specify which transactions were used before you used this transaction on the Transaction Type lines.

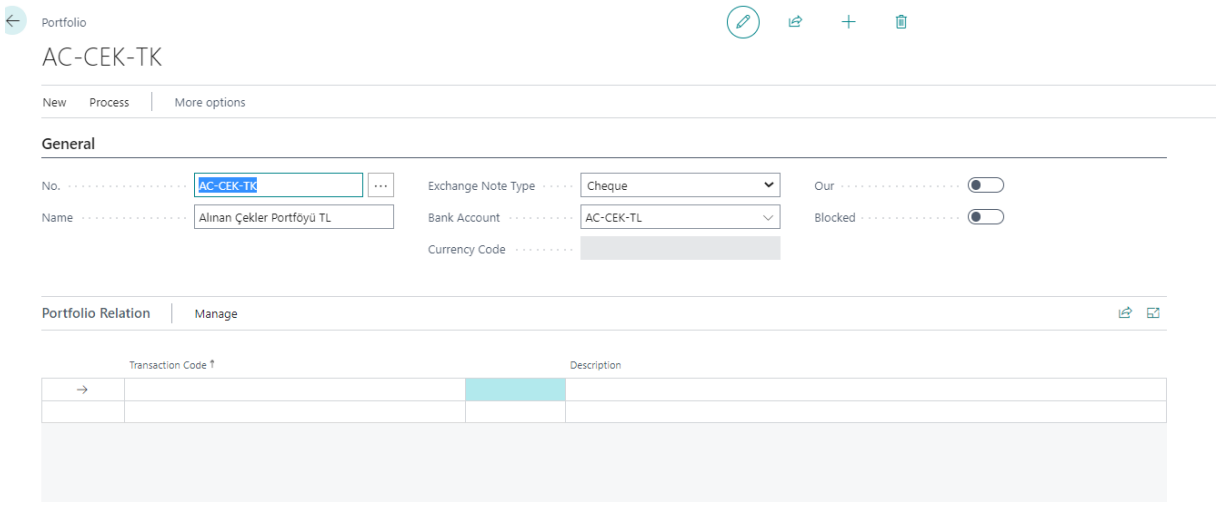


Description of Portfolios

Portfolio description should be made for the locations where the cheques will be located in order to be traded with cheques and promissory notes in the development of bills of exchange. Portfolio descriptions should be done as follows.

Steps to Follow

- The portfolio list is provided by typing Portfolio list in the search field.
- A new portfolio card is opened by clicking it New.



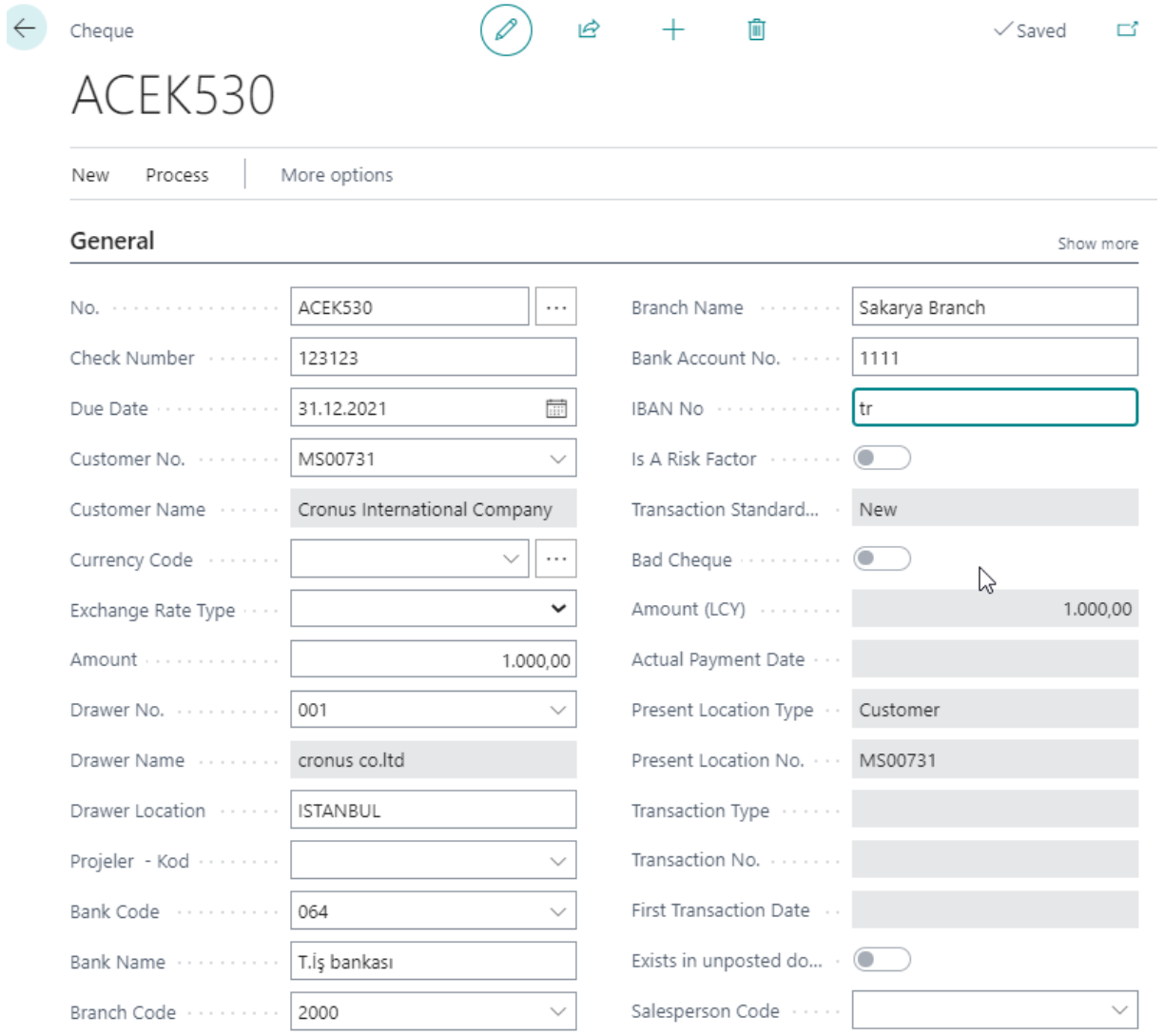
The description of the fields on the portfolio card is as follows.

- No.: The code given to the cheque portfolio.
- Name: The name given to the cheque portfolio.
- Exchange Note Type: The appropriate one is selected from the cheque or promissory note.
- Bank Account; accounting integration bank account is selected. Identification is made in the bank account with the same code, and in accounting through the bank account posting group, it is determined to which account the operations of cheques or promissory notes of exchange in this portfolio will go.
- Currency code; automatically fills according to the selected bank account.
- Our; If we are creating a portfolio for our own cheques, this field is marked.
- Blocked; if it is not intended to be traded with this portfolio, it can be blocked from this area.

Identification of Customer Cheques

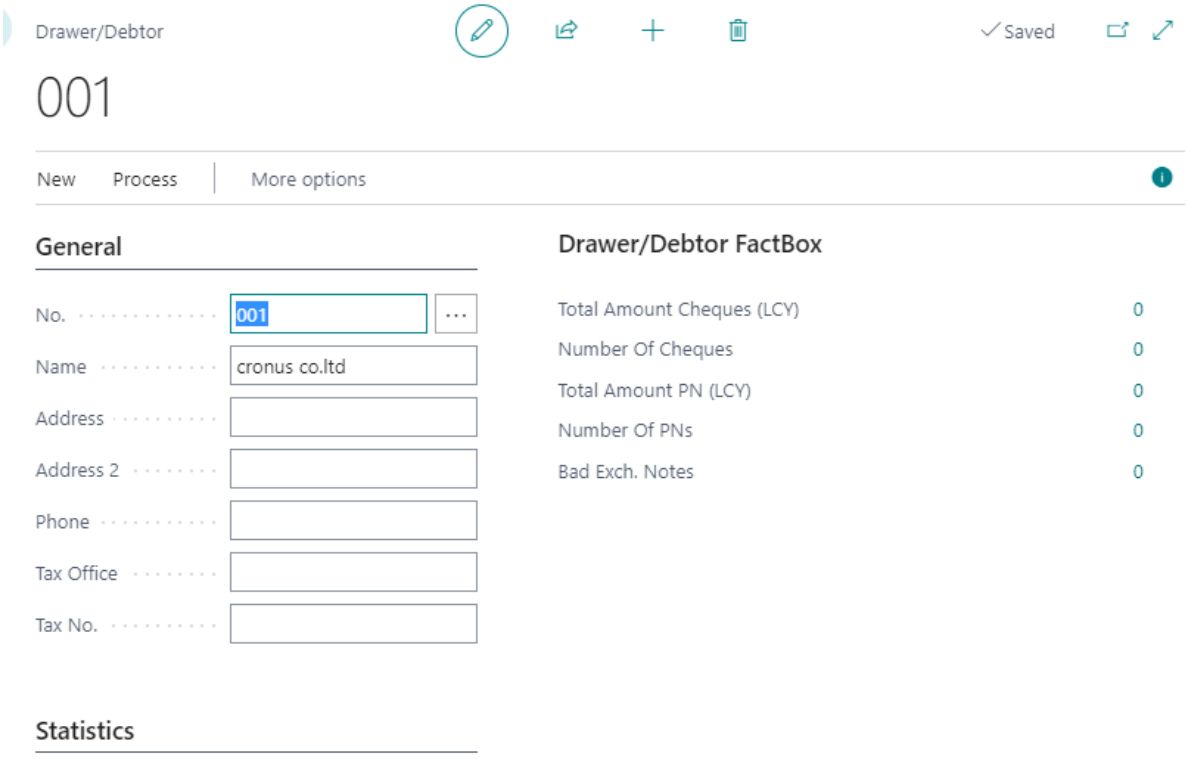
Steps to Follow

- The customer cheques list page is opened by typing customer cheques in the search field.
- A new cheque card is created by clicking it New.



The field descriptions on the Cheque Card are as follows.

- No: It is a number given by the system
- Cheque Number; It is the area where the number on the cheque is typed.
- Due Date; It is the due date of the cheque.
- Customer No; It is the field where the customer number is written where the cheque is received.
- Customer Name; It is the name of the customer from whom the cheque was received. When Customer no is selected, it automatically fills up.
- Currency Code; It is the area where the currency code of the cheque is defined. If the cheque is the main currency of the program, it must be left blank.
- Exchange Rate Type; If the currency code is selected, it must be filled in.
- Amount; The field where the cheque amount is written.
- Drawer No. It is the field where the issuer of the cheque is defined. A new editor can be defined by opening the associated table.



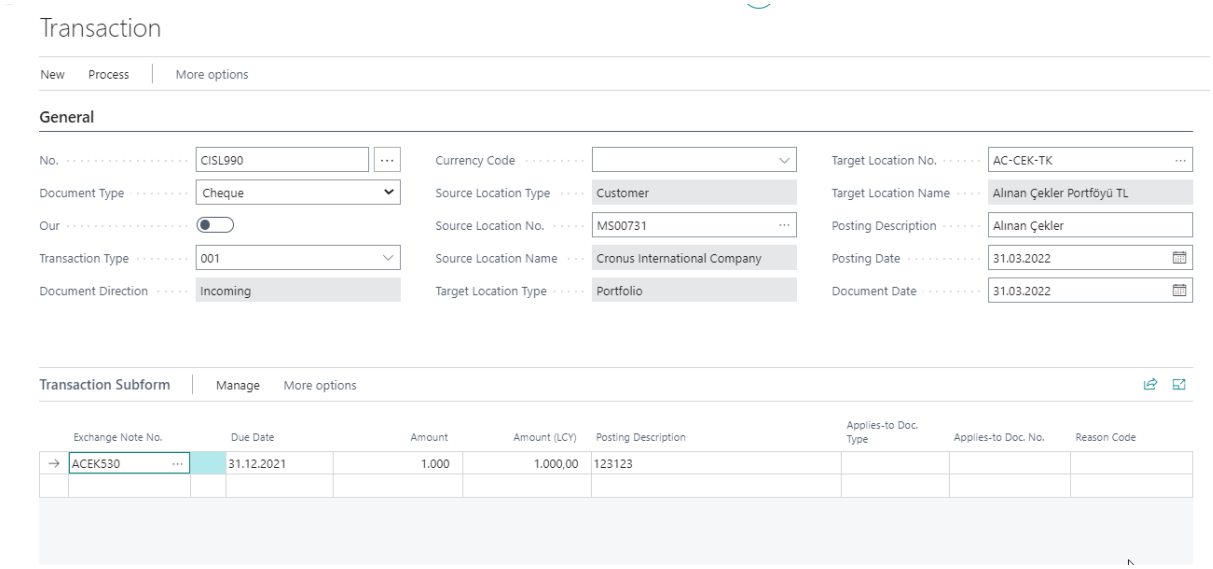
- Drawer Location; It is the field where the cheque is issued.
- Bank Code; The code of the bank where the cheque is issued is written. If there is no bank code in the associated table, it can be defined as new.
- Branch Code; The field where the branch code of the bank where the cheque is issued is defined. If there is no branch code in the associated table, it can be defined as new.
- Bank Account No; It is the area where the bank account code to which the cheque is attached is written.
- Iban; It is the field where the IBAN number of the bank to which the cheque is connected is defined.

Registration of Customer Cheques

After customer cheques are defined, customer cheques must be saved in the system. This process is done with the deposit slip function.

Steps To Follow

- The deposit slip list is accessed by typing deposit slip in the search field.
- A deposit slip post is opened by trying new.

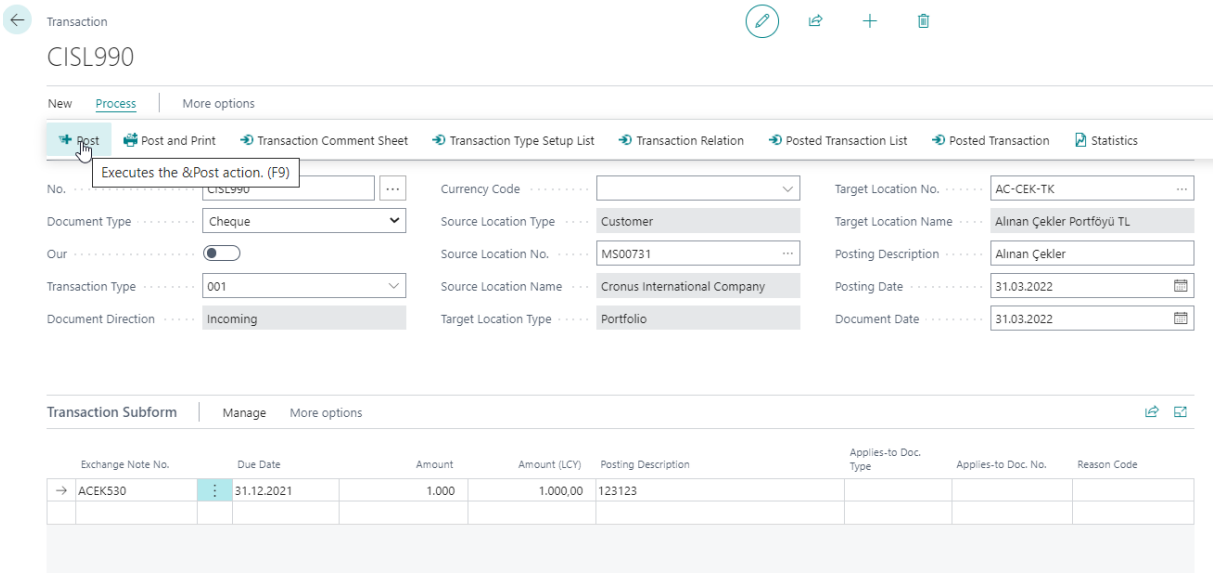


The field descriptions on the cheque deposit slip are as follows.

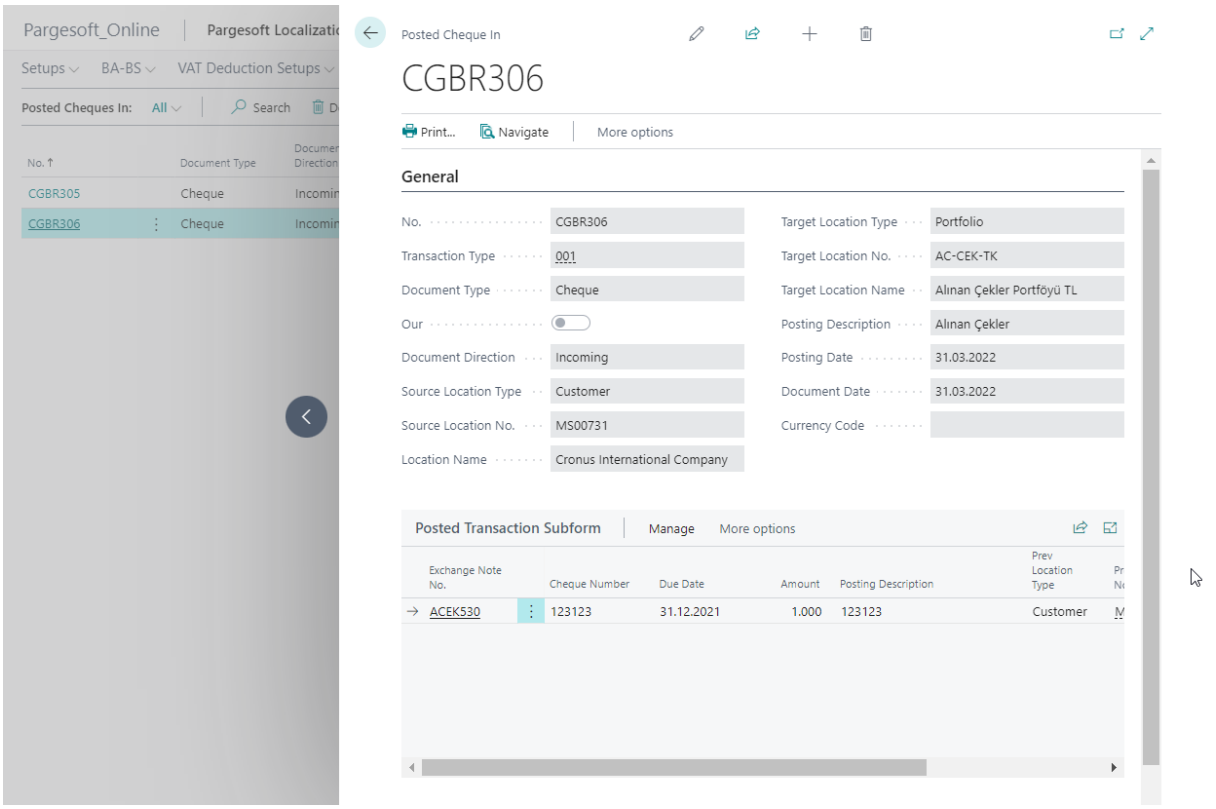
- *No; It is the number that the cheque transaction receives from the system. It comes from the relevant field in the setup of bills of exchange.*
- *Document Type; Cheque must be selected for cheque operations and PN for promissory note operations.*
- *Our; Our should not be marked if you are trading for customer cheques and promissory notes.*
- *Transaction Type; The transaction types that we have created before must be selected as appropriate for the operation.*
- *Currency Code; if we are trading in foreign currency, the currency code should be selected.*
- *Source Location Type; Transaction type also varies according to the selected code. The example Customer option above has come automatically.*
- *Source Location No. The selection varies depending on the value in type. In the example above, we need to select a customer code because the customer is selected.*
- *Target location code; According to transaction type, the destination location from the incoming selection is the area where we will select.*
- *Posting Description; the field in which we will enter a description of the operation.*
- *Posting Date, document date; is the date field on which we will log in to the operation.*

Trancastion Subform; *the cheque to be processed in the relevant location will be selected here in order.*

- *After checks are selected in the transaction, the document is posted.*



- *After the transaction is posted, it will be deleted and it will go to the posted transactions section.*



Collection, Refund and Other Operations of Customer Cheques

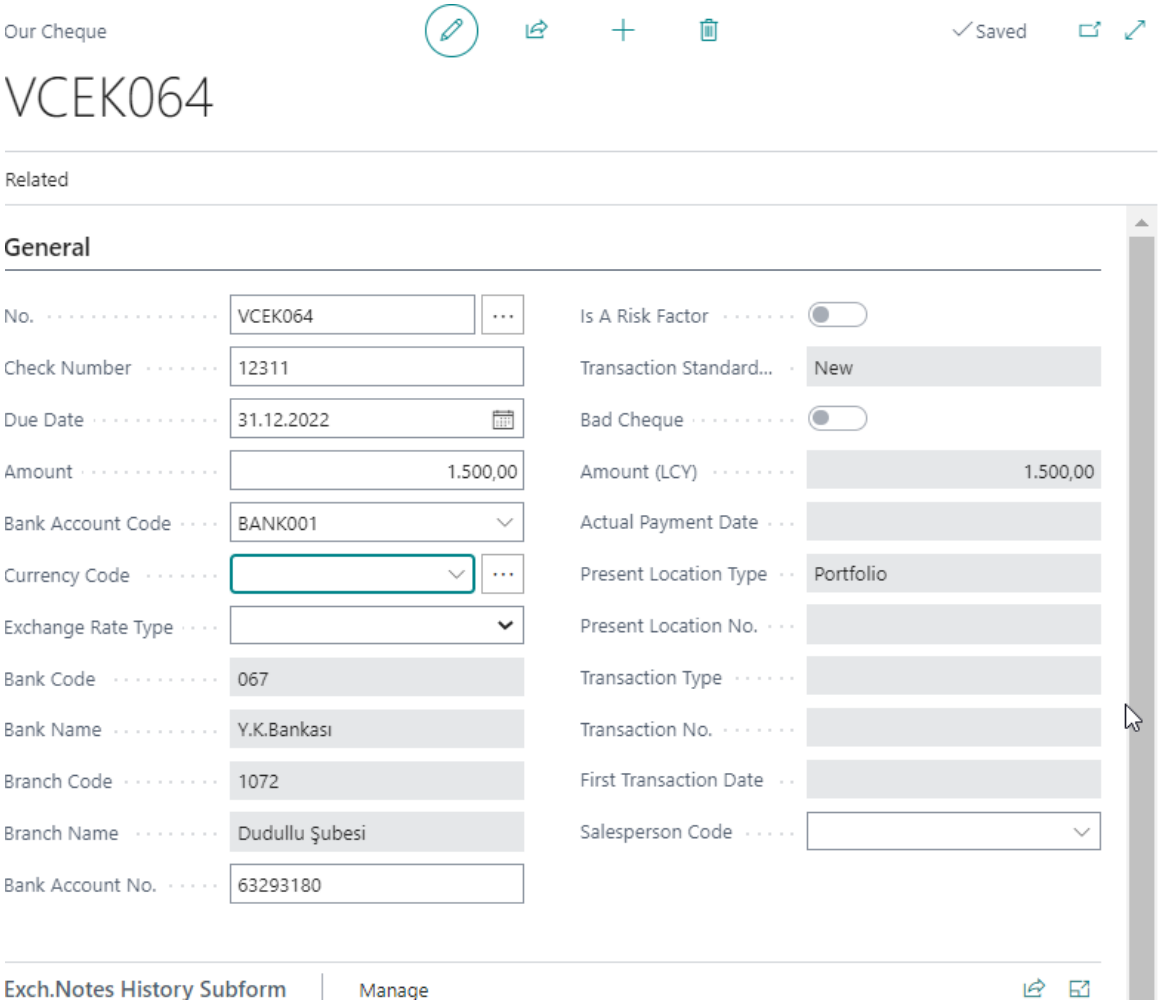
All other operations related to customer cheques are again performed with the Transaction function. In the transaction type setup, the operations defined for the cheque can be selected, the cheque is collected, the cheque is returned to the customer, and all operations defined can be made when needed.

Description of Our Cheques

If needed, companies can issue their own cheques and give them to their Vendors. In the program, our own cheque can be defined and given to the vendor.

Steps to Follow

- The search field is accessed by typing our own cheques on the checklist page.
- Our own cheque card is created by clicking New.



The field descriptions specific to our own cheques are as follows.

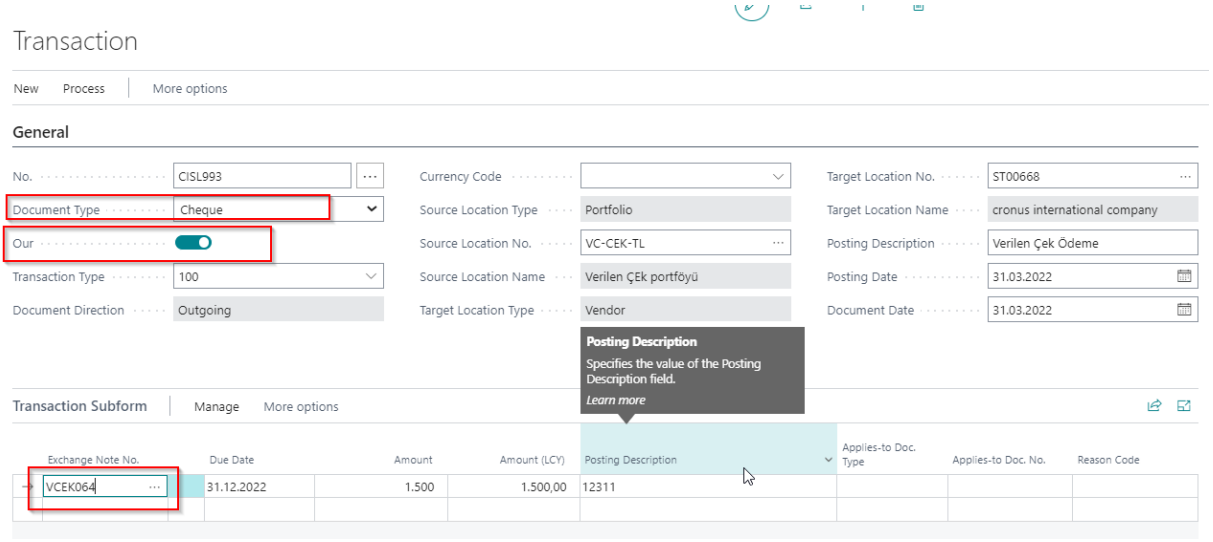
- Bank Account code; In this field, the code of the bank where we issued the cheque is entered.
- Bank Code; the bank code defined on the bank card comes automatically.
- Branch Code; The branch code defined on the bank card comes automatically.
- Bank Account No; The account number defined on the bank card comes automatically.

Registration of Our Cheques

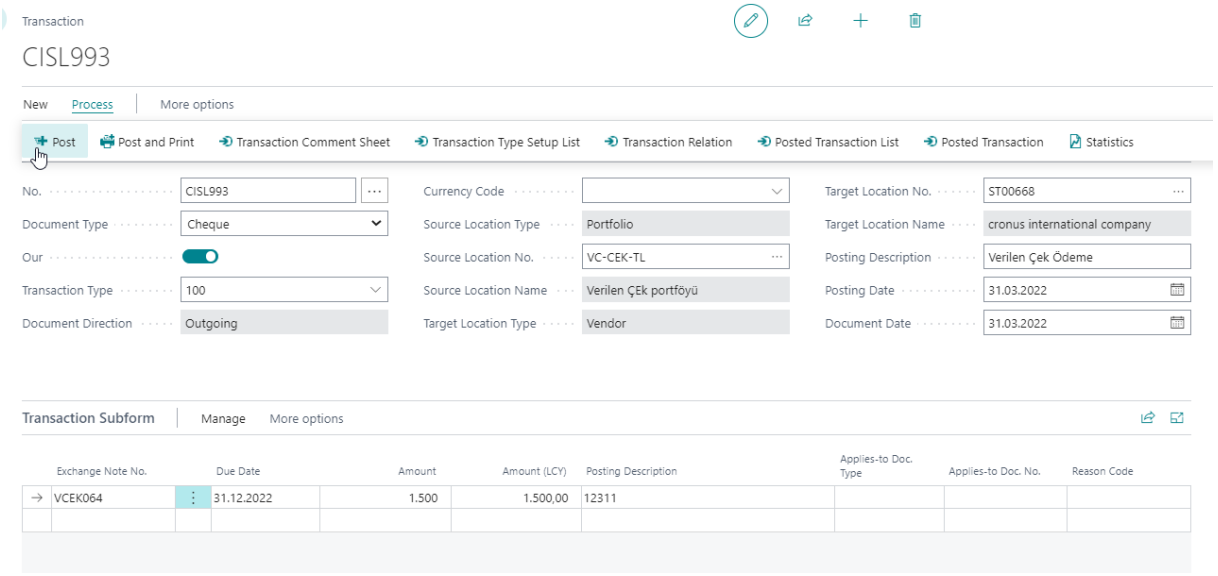
Portfolio should be defined for our own Cheques. The Our field must be marked within the portfolio.

Steps to Follow

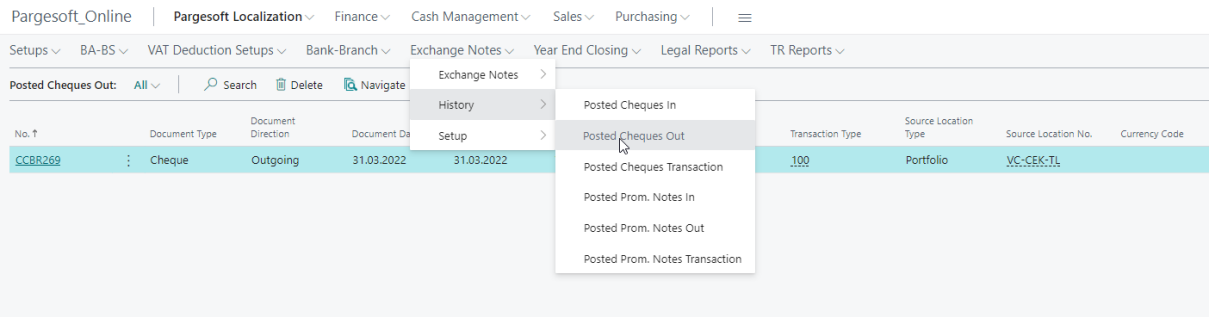
- The Transaction list is accessed by typing Transactions in the search field.
- A transaction post is opened by clicking new.
- Our field is marked in the Transaction Post, unlike the customer cheques transaction.



- We need to select one of the transaction types that we have defined for the cheques previously issued in the Transaction type field.
- We need to select our own cheque that we want to make operation that we have already created in transaction lines.
- After the processes in the transaction are completed, the posting is performed.



- After posting, the transaction will be deleted and moved to the posted documents.



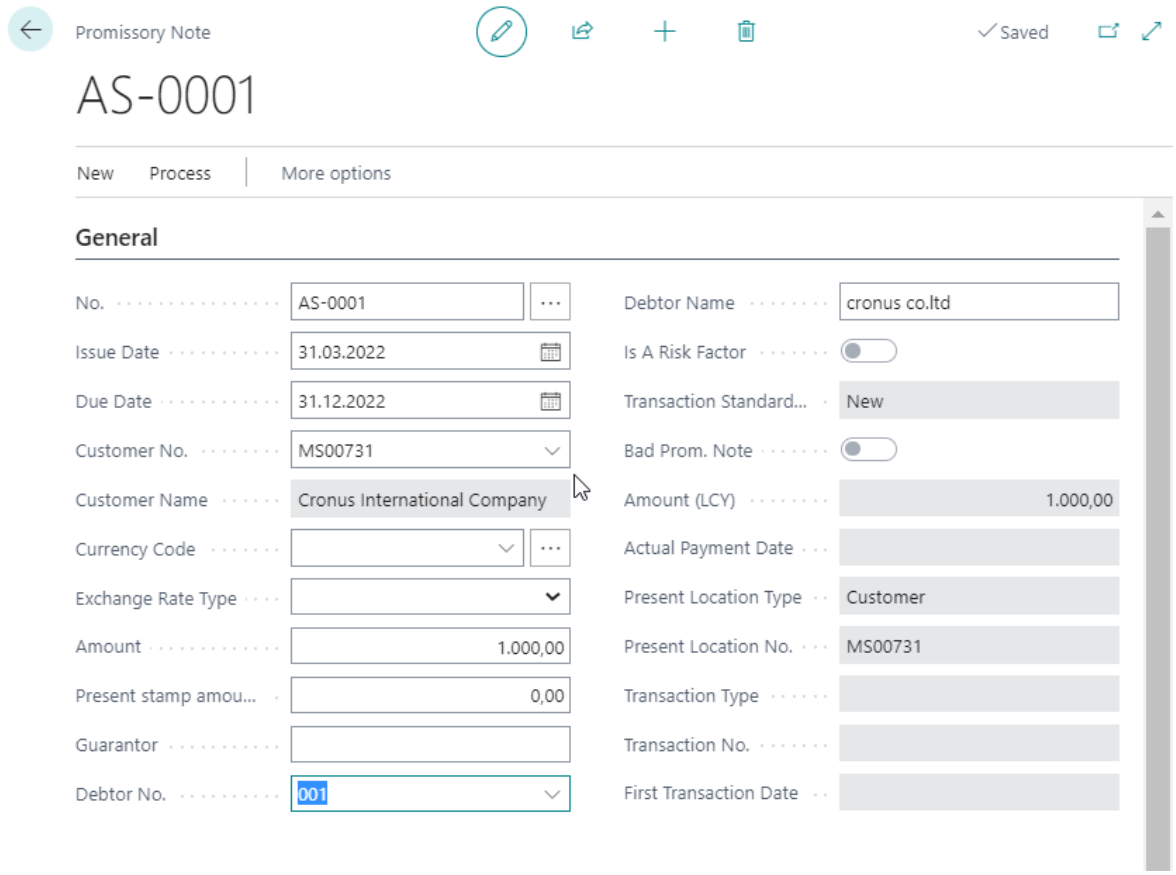
Collection-Refund and Other Operations of Our Cheques

All other operations related to our own cheques are made with the Transaction function. In the transaction type setup, the operations defined our own cheque can be selected and the cheque is collected, a refund is received from the vendor, and all operations defined can be made.

Description of Customer Notes

Steps to Follow

- The list of customer notes is entered by typing customer notes in the search field.
- A new customer bill is opened by clicking new.



The field descriptions on the promissory note card are as follows.

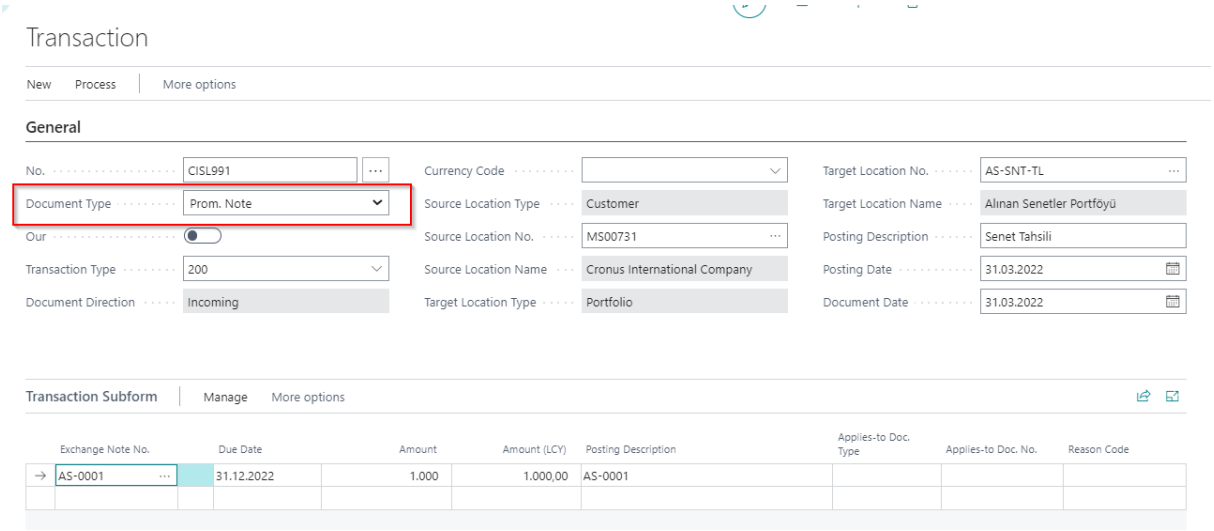
- No. is the number given by the system.
- Issue Date; is the field where the issue date of the promissory note is entered.
- Due Date; is the field for which the promissory note is due.
- Customer No; The field from which the bill was received.
- Customer Name; is the area where the name of the customer to whom the promissory note was received is written. The customer will fill up automatically when no.
- Currency Code; The area where the currency code of the promissory note is entered.
- Exchange Rate Type; is the area where the currency code type is selected if the bill is foreign currency.
- Amount; is the field for which the amount of the promissory note is entered.
- Present Stamp Amount; The field in which the stamp value of the promissory note is entered.
- Guarantor; This field will be entered if the bill has guarantor information.
- Debtor No. is the area where the devotion of the promissory note will be entered.

Registration of Customer Promissory Notes

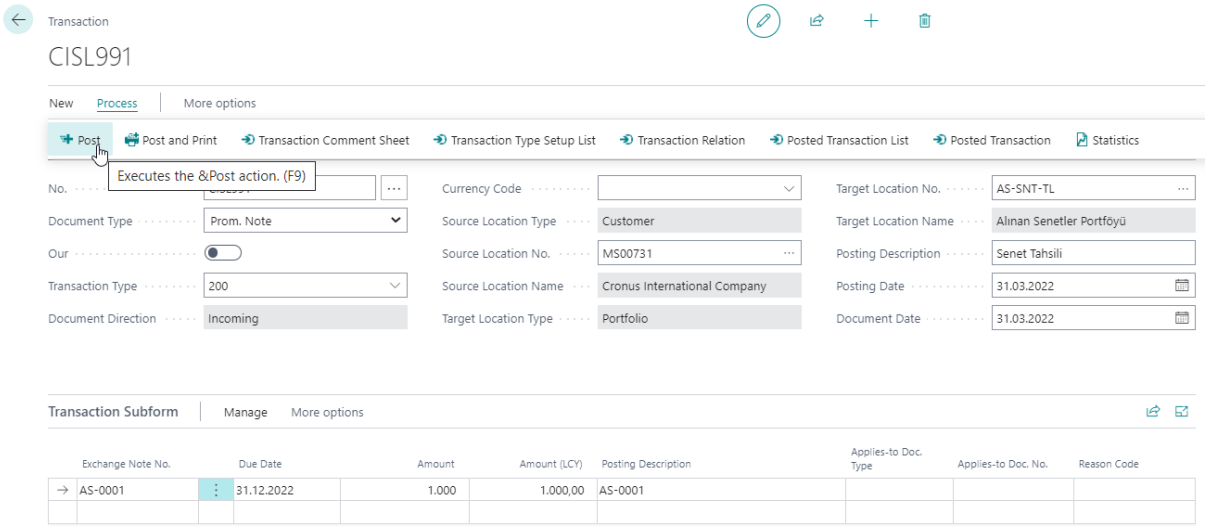
In order to register customer PN, the customer PN. must be opened first. This process is done with the transactions function.

Steps to Follow

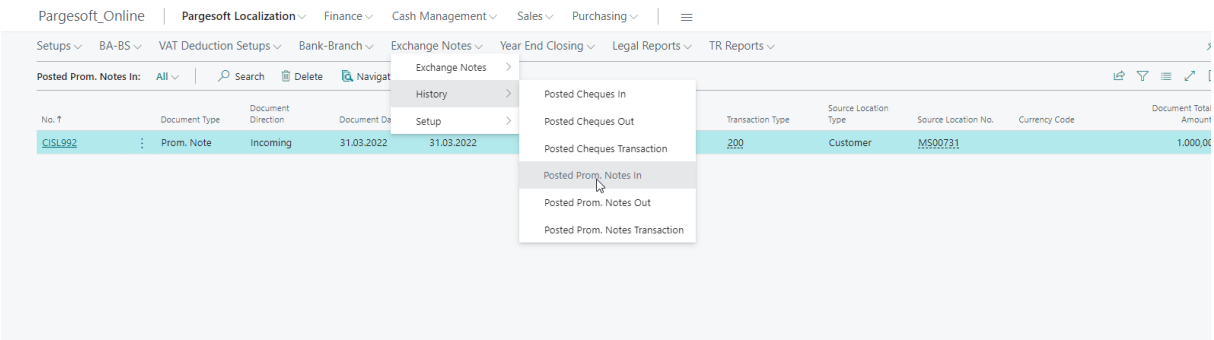
- The transaction list is accessed by typing transactions in the search field.
- A transaction post opens as new.



- Transactions are commonly used for cheques and promissory notes. The Promissory Note option must be selected in the Document Type field when the promissory note operation is made.
- The promissory note card is selected for processing on transaction lines.
- Then the posting is performed.



- After posting, the Transaction post is deleted, and the relevant post is found from the posted promissory note entry functions.



Collection and Return of Customer PN. and Other Transactions

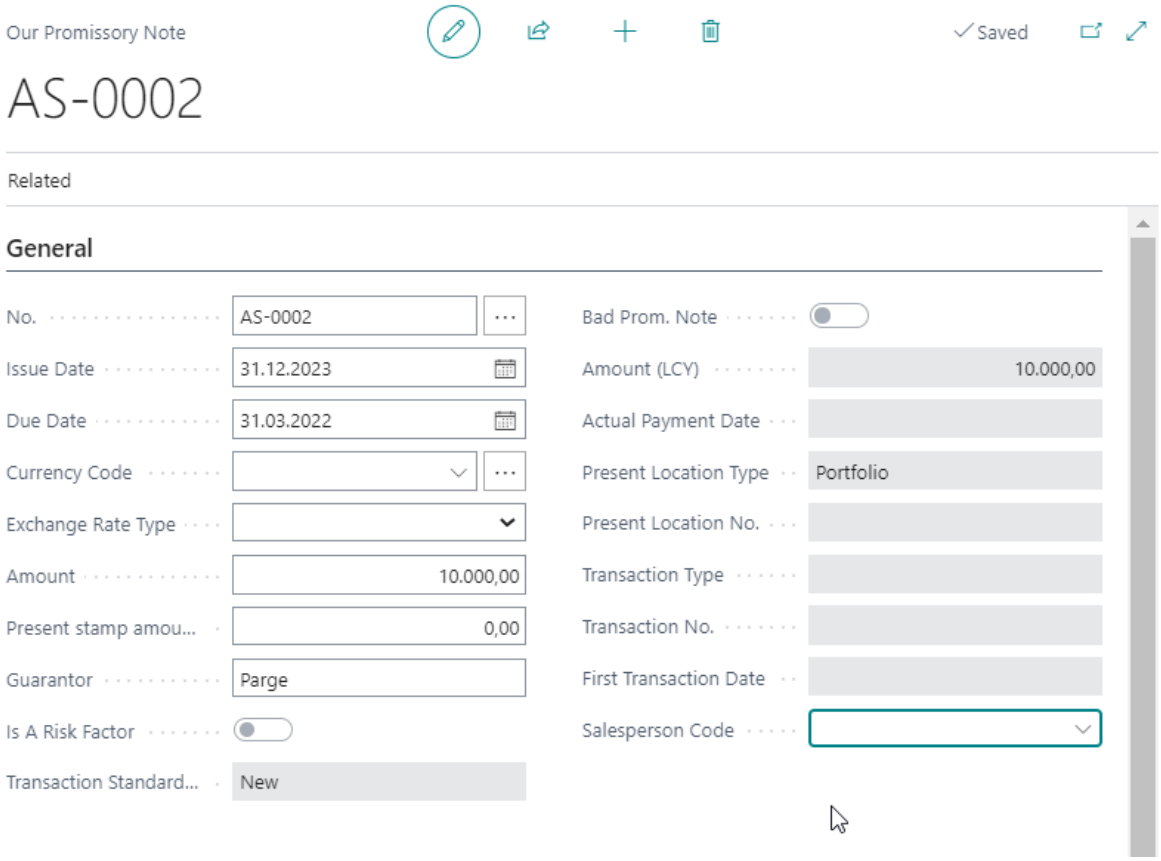
All other operations related to Customer Notes are made with the Transaction function. In the transaction type setup, the ones defined for the promissory note can be selected and the bill is collected, returned to the customer, and all operations defined can be made.

Description of Our Promissory Note

If needed, companies can issue their own notes and give them to their Vendors. In the program, our PN. can be defined and given to the vendor.

Steps to Follow

- Promissory note list page is accessed by typing our own notes in the search field.
- Our own promissory note card is created by clicking new.

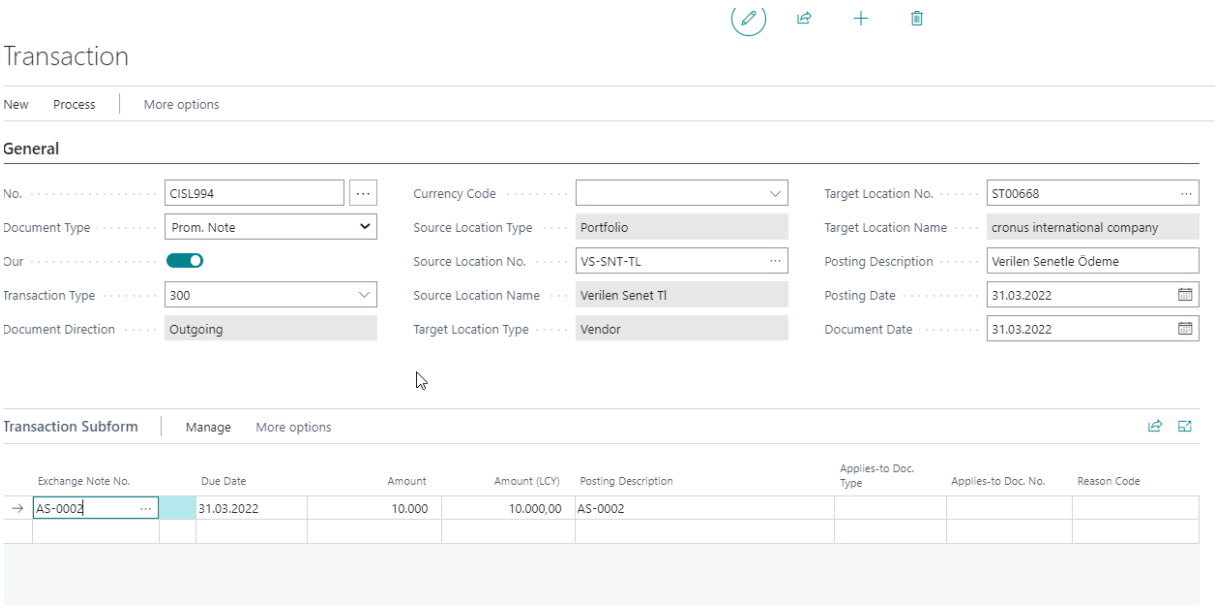


Registration of Our PN.

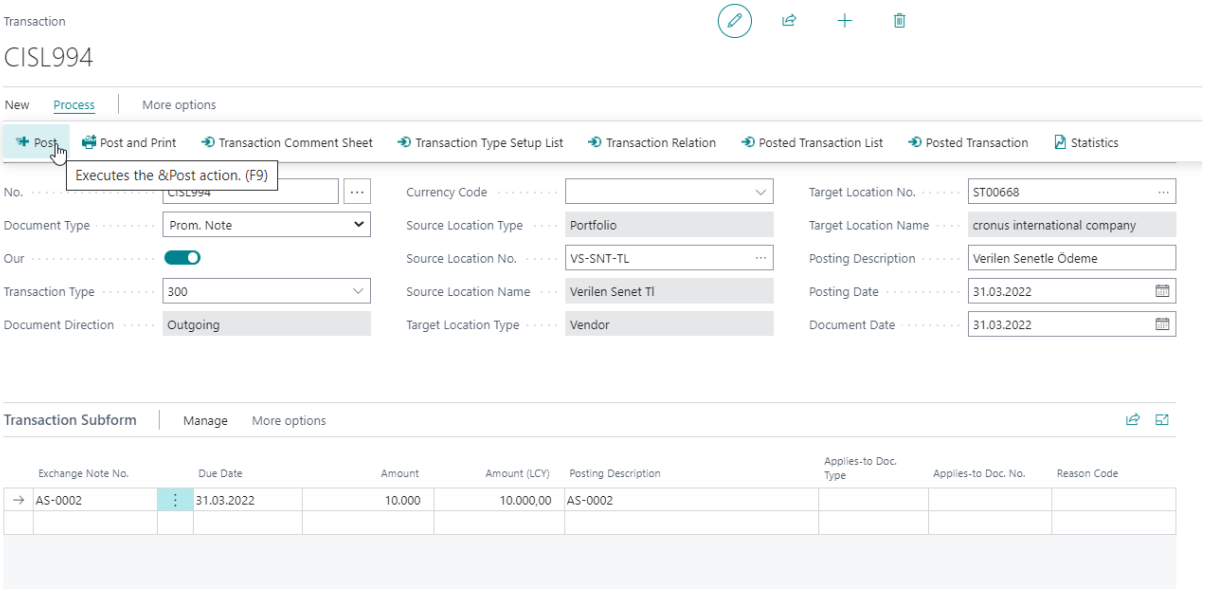
Portfolio should be defined for our own bonds. The Our field must be marked within the portfolio.

Steps to Follow

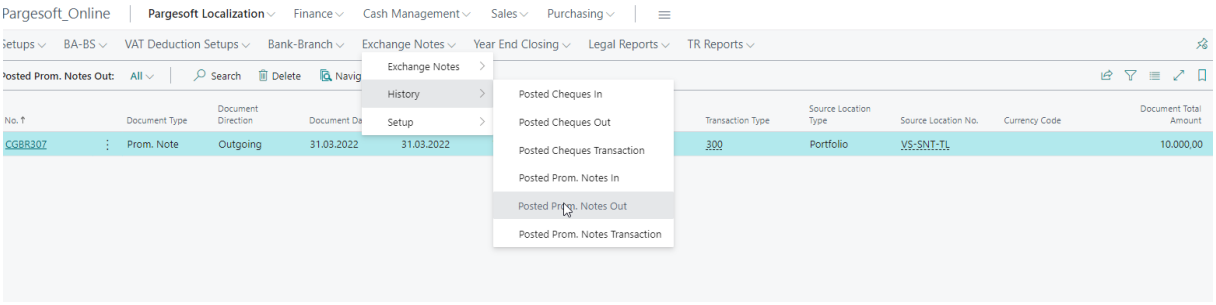
- The Transaction list is accessed by typing transactions in the search field.
- A transaction post opens as new.
- Unlike the customer notes transaction, our “Our” field is marked in the Transaction Post.



- We must select one of the transaction types that we have defined for the promissory notes previously issued in the Transaction type field.
- We need to choose our own bill that we want to trade on transaction lines that we have already created.
- After the processes in the transaction are completed, the posting is performed.



- After posting, the transaction will be deleted and moved to the posted documents.



Collection-Refund and Other Operations of Our PN.

All other operations related to our PN are made with the Transaction function. In the transaction type setup, the ones defined for our own bill can be selected and the bill is collected, a refund is received from the vendor, and all operations defined can be made.

CHAPTER 5: DEDUCTION

Definition of Deduction

In the article on the 8th of VATA, it is determined who are VAT payers using the counting method.

- Those involved in the delivery of goods and the performance of services,
- Importers of goods and services on import,
- Those who are subject to customs or passage transaction in transit transportation.
- Etc.

In the absence of the taxpayer's residence, workplace, legal center and business center within Turkey, and,

- ministry of finance, where necessary,
- in order to secure the tax receivable,
- it may hold parties to taxable transactions liable for the payment of tax.

VAT Deduction is not a arbitrary application, but it is mandatory to be deduction by buyers in transactions covered by the Ministry of Finance's application. On the other hand, it is not possible to be deduction by buyers in transactions not covered by Deduction by the Ministry of Finance.

The Deduction Officer must declare the VAT he/she has deduction with VAT Declaration No. 2.

Deduction Features

1. To be able to post Sales Invoice with more than one Deduction rate within the same document,
2. To be able to post Purchase Invoice with more than one Deduction rate in the same document,
3. To be able to post Sales Invoice with more than one VAT Product Group within the same document,
4. To be able to post Purchase Invoice with more than one VAT Product Group in the same document,
5. To be able to post a Sales Invoice with and without Deduction in the same document,
6. To be able to post a Purchase Invoice with and without Deduction in the same document,

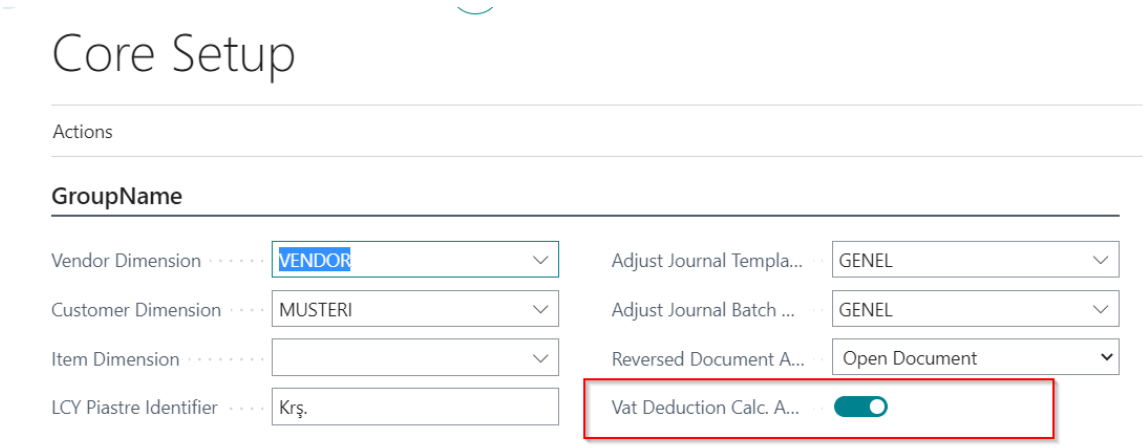
7. To be able to post multiple VAT products and multiple Deduction rates different Sales Invoices in the same document,
8. To be able to post multiple VAT products and multiple Deduction rates different Purchase Invoices in the same document,

Deduction Installation & Deduction Applications

If Deduction is to be applied in sales and purchase documents for the company, the Deduction parameter must be activated within the Core Setup.

Steps to Follow

1. Core Setup is written in the Search Field and the relevant setup page is accessed.
2. If no other installation has been done before, a new page opens. If it has already been installed, the page is accessed by saying edit.
3. "Vat Deduction Calc. Active" field is activated.
4. The corresponding page is closed.



Definitions of Deduction Rates

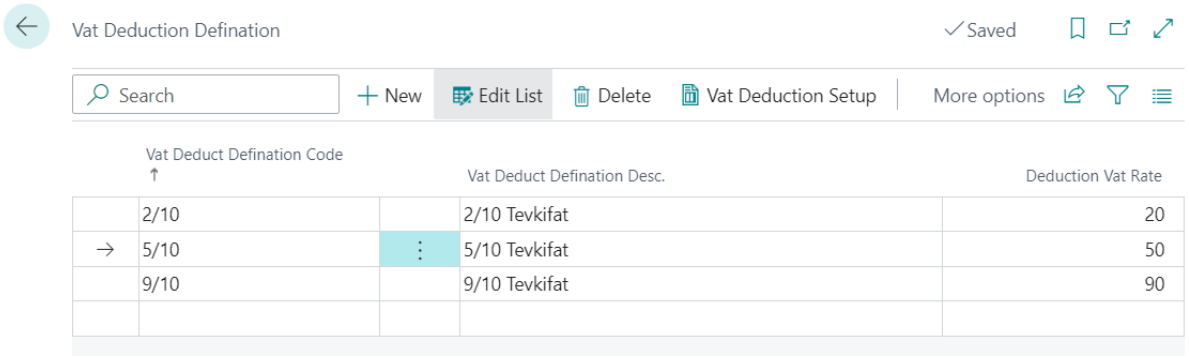
The Deduction rates to be used in the company should be defined on this setup page.

Steps to Follow

- The search field gets access to the relevant page by typing the Deduction Rates.
- On the page we come across, the rates to be used as New are defined.

The descriptions of the fields on the page are as follows.

1. Vat Deduct Definition Code; The Deduction code entry is made to be defined.
2. Vat Deduct Definition Desc; The Deduction code description is entered.
3. Deduction Vat Rate; The Deduction Rate entry is made.



Installation of the Deduction Rate

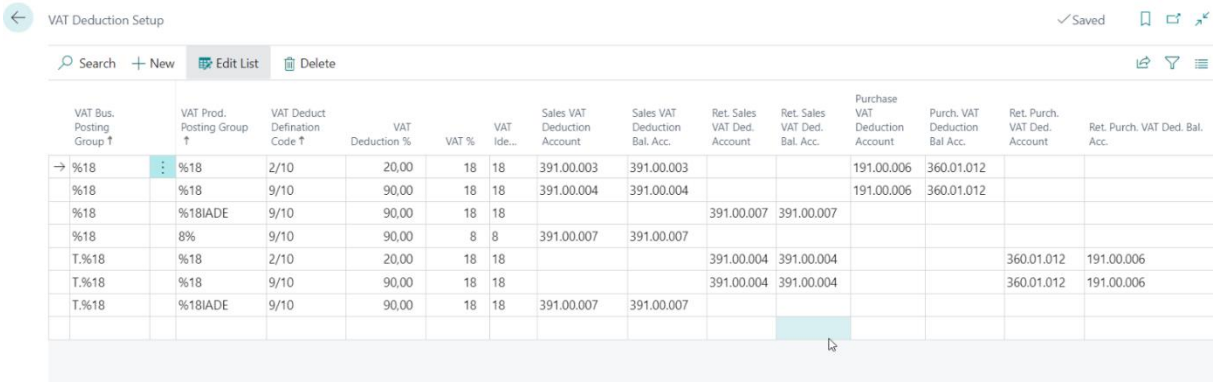
According to the VAT product groups and rates used in the company, identification should be made on this table for Sales and Purchase documents.
Steps to Follow

- Vat Deduction Setup is typed into the search field to verify that the relevant page arrives.
- It is provided to open the page by calling New. If it has been installed before, it is entered into the relevant page by calling edit.
- Definitions are made for VAT product groups to be deduction.

The descriptions of the fields on the page are as follows.

1. VAT Bus. Posting Group; The VAT Business Posting Group used in the document is selected.
2. VAT Prod. Posting Group; The VAT Product Posting Group used in the document is selected.
3. VAT %; VAT rate is entered.
4. VAT Identifier; VAT identifier is entered.
5. VAT Deduct Definition Code; The Deduct Code defined in the deduction rates is selected.
6. VAT Deduction %; The rate defined in the VAT Deduction table will come automatically.
7. Sales VAT Deduction Account; In Sales documents and Reverse Entry Sales documents, the account to be used as a Deduct Debit account is defined.
8. Sales VAT Deduction Bal. Account; In Sales and Reverse Entry Sales documents, the account to be used as a Deduct Receivable account is defined.
9. Ret. Sales VAT Ded. Account; In the Sales Return documents and Reverse Entry Sales Return documents, the account to be used as a Deduct Debit account is defined.
10. Ret. Sales VAT Ded. Bal. Account.; In the Return documents and Reverse Entry Sales Return documents, the account to be used as a Deduct Receivable account is defined.
11. Purchase VAT Deduction Account; In the Purchase documents and Reverse Entry Purchase documents, the account to be used as a Deduct Receivable account is defined.
12. Purchase VAT Deduction Bal Account.; In the Purchase documents and Reverse Entry Purchase documents, the account to be used as a Deduct Debit account is defined.
13. Ret. Purch. VAT Ded. Account; In the Purchase Return documents and Reverse Entry Purchase Return documents, the account to be used as a Deduct Receivable account is defined.

14. Ret. Purch. VAT Ded. Bal. Account.; In the Purchase Return documents and Reverse Entry Purchase Return documents, the account to be used as a Deduct Debit account is defined.

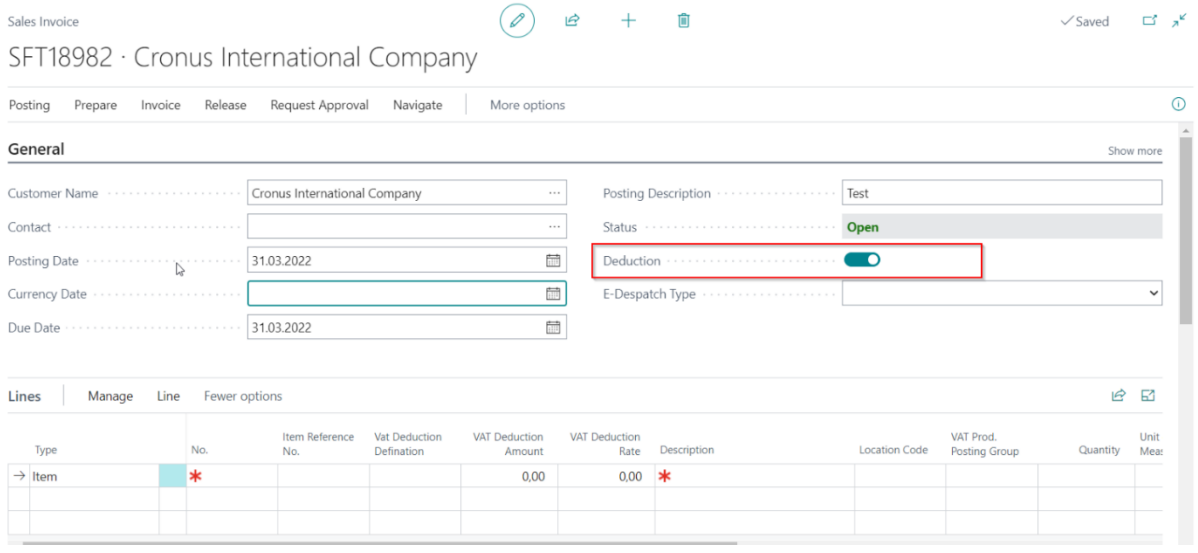


VAT Bus. Posting Group	VAT Prod. Posting Group	VAT Deduct Defination Code	VAT Deduction %	VAT %	VAT Ide...	Sales VAT Deduction Account	Sales VAT Deduction Bal. Acc.	Ret. Sales VAT Ded. Account	Ret. Sales VAT Ded. Bal. Acc.	Purchase VAT Deduction Account	Purch. VAT Deduction Bal Acc.	Ret. Purch. VAT Ded. Account	Ret. Purch. VAT Ded. Bal. Acc.
%18	%18	2/10	20,00	18	18	391.00.003	391.00.003			191.00.006	360.01.012		
%18	%18	9/10	90,00	18	18	391.00.004	391.00.004			191.00.006	360.01.012		
%18	%18IADE	9/10	90,00	18	18			391.00.007	391.00.007				
%18	8%	9/10	90,00	8	8	391.00.007	391.00.007						
T.%18	%18	2/10	20,00	18	18			391.00.004	391.00.004			360.01.012	191.00.006
T.%18	%18	9/10	90,00	18	18			391.00.004	391.00.004			360.01.012	191.00.006
T.%18	%18IADE	9/10	90,00	18	18	391.00.007	391.00.007						

Deduction Implementation

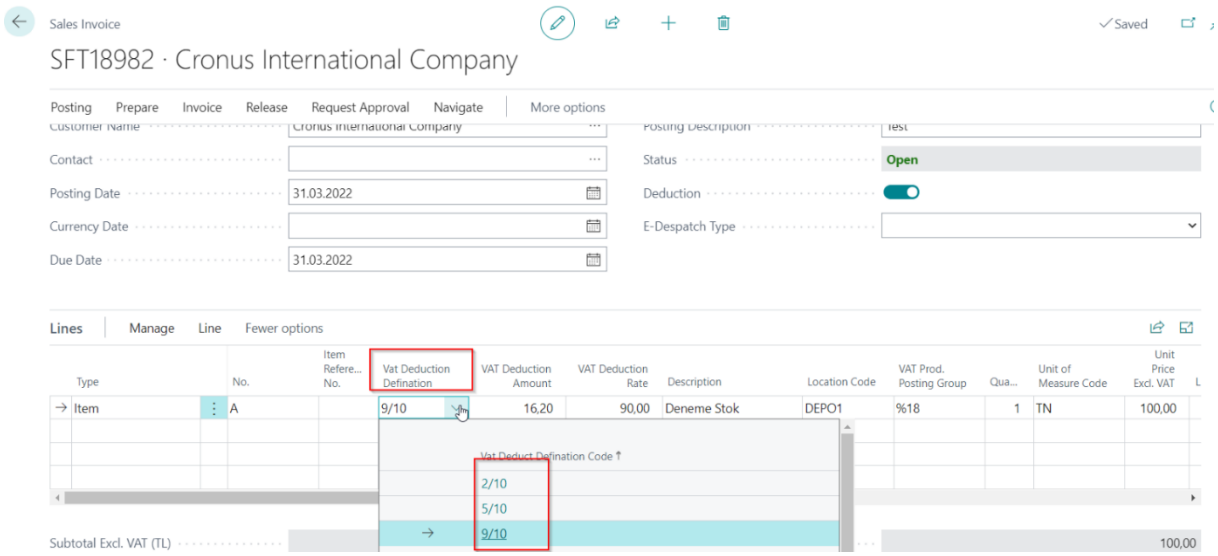
If a deduction transaction is to be made in Sales documents and Purchase documents , the option of Deduction must be selected in the document title beforehand.

Document of Sale Deduction Transaction



Steps to Follow

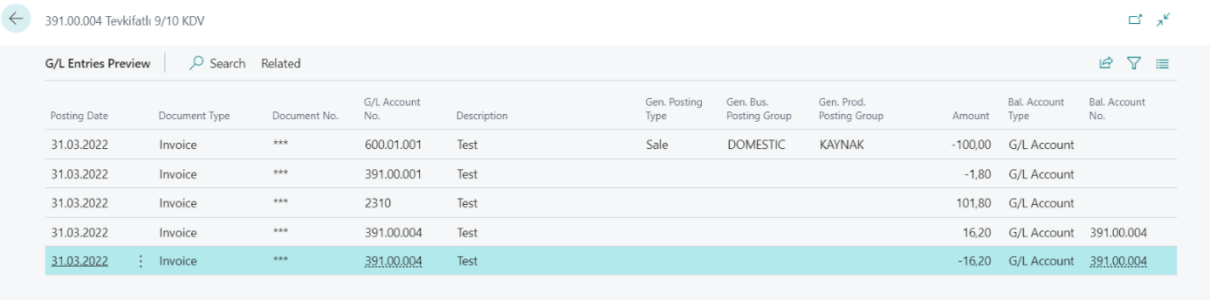
- A new document opens in the Sales documents (Sales Invoice, Sales Return Invoice, Sales Order, Sales Return Order).
- In the document, The Deduction field is marked on the header.
- One of the G/A Account, Item, or Charge (Item) Options is selected for the lines. (There is no Deduction application for Fixed Asset)
- The relevant account is selected in accordance with the selected type. (The general product posting group and vat product posting group must be full in the identification of the selected account)
- After the account is selected, the appropriate Deduction rate should be selected from the Deduct Vat Deduction; Definition field.



- Unit Price information must be entered after the selection is made.
- After the price information and other lines are completed, it can be checked from the Statistics screen.

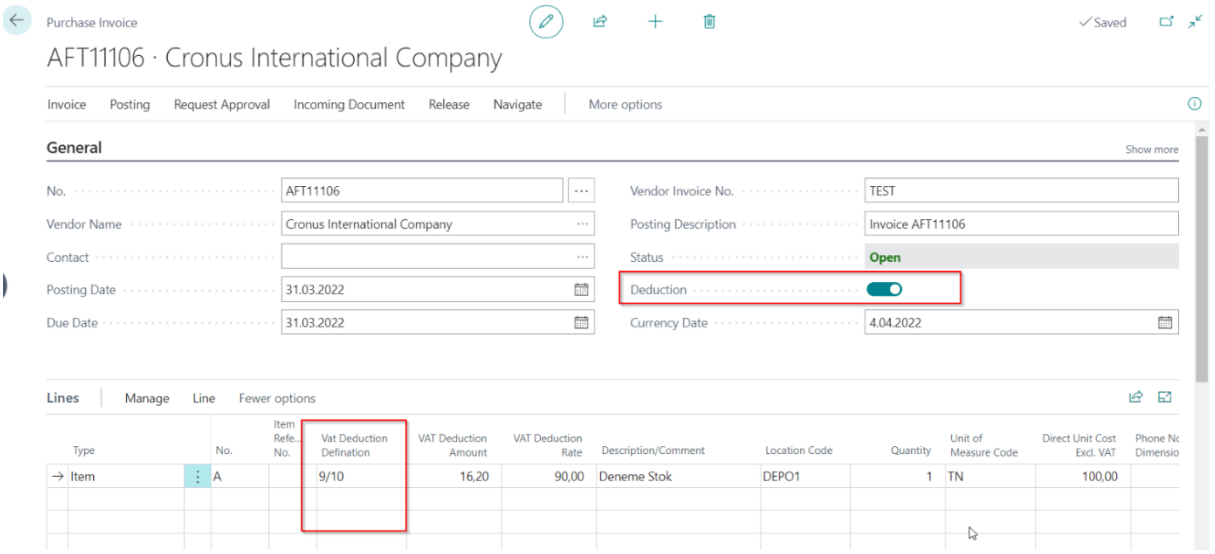
- After the checks are provided from the Statistics Screen, posting is performed.

- After posting, G/L Entries should occur as follows.



Posting Date	Document Type	Document No.	G/L Account No.	Description	Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Bal. Account Type	Bal. Account No.
31.03.2022	Invoice	***	600.01.001	Test	Sale	DOMESTIC	KAYNAK	-100,00	G/L Account	
31.03.2022	Invoice	***	391.00.001	Test				-1,80	G/L Account	
31.03.2022	Invoice	***	2310	Test				101,80	G/L Account	
31.03.2022	Invoice	***	391.00.004	Test				16,20	G/L Account	391.00.004
31.03.2022	Invoice	***	391.00.004	Test				-16,20	G/L Account	391.00.004

Document of Purchase Deduction Transaction

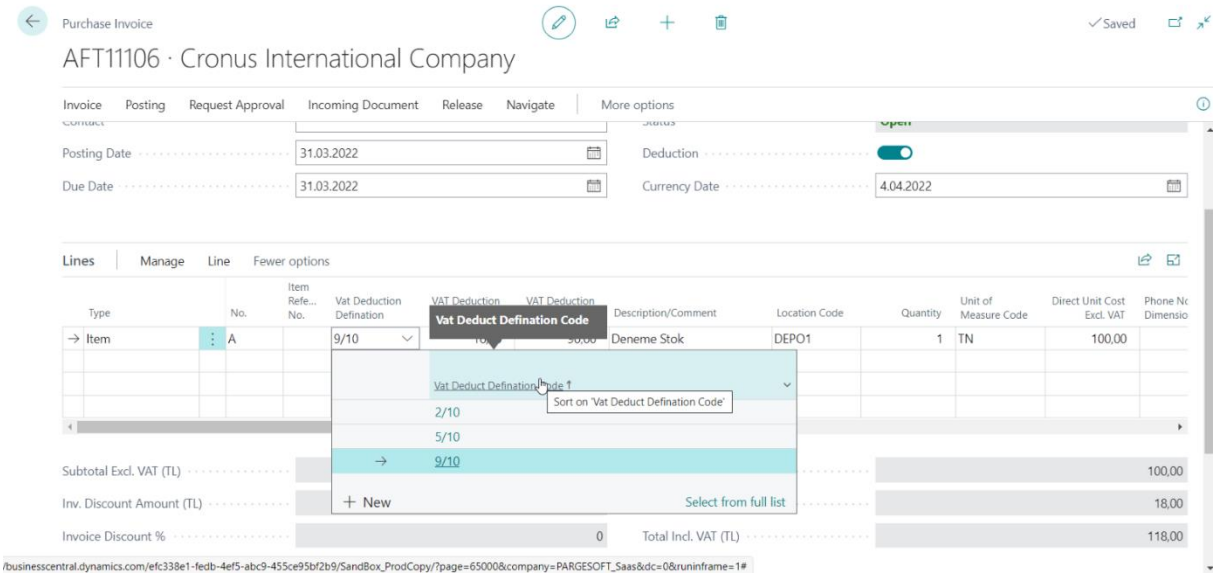


Type	No.	Item Refe... No.	Vat Deduction Defination	VAT Deduction Amount	VAT Deduction Rate	Description/Comment	Location Code	Quantity	Unit of Measure Code	Direct Unit Cost Excl. VAT	Phone No Dimensio
Item	A		9/10	16,20	90,00	Deneme Stok	DEPO1	1	TN	100,00	

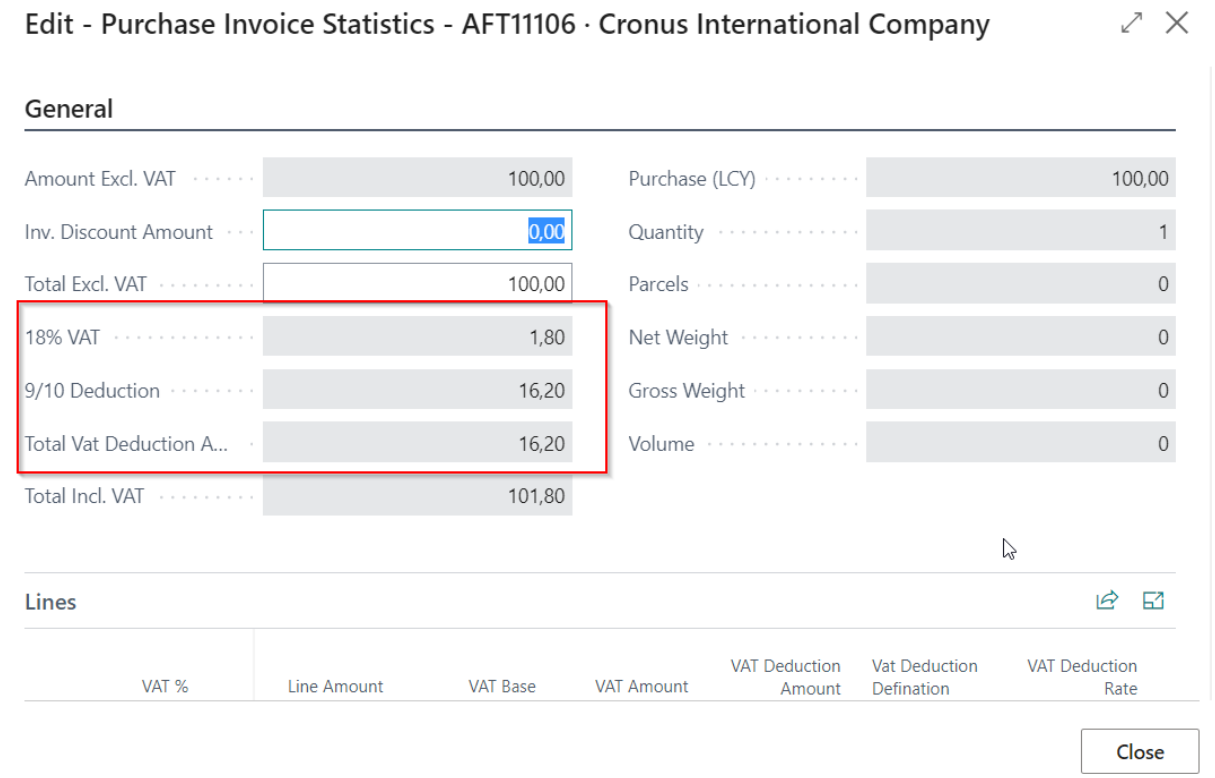
Steps to Follow

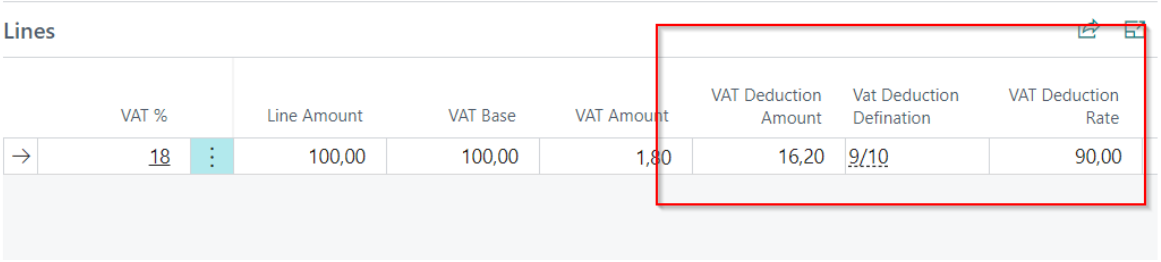
- A new document opens in the Purchase documents (Purchase Invoice, Purchase Return Invoice, Purchase Order, Purchase Return Order).
- In the document, the Deduction field is marked on the header.
- One of the G/A Account, Item, or Charge (Item) Options is selected for the lines. (There is no Deduction application for Fixed Asset)

- The relevant account is selected in accordance with the selected type. (The general product posting group and VAT product posting group must be full in the identification of the selected account)
- After the account is selected, the appropriate Deduction rate should be selected from the Deduct Vat Deduction; Definition field.

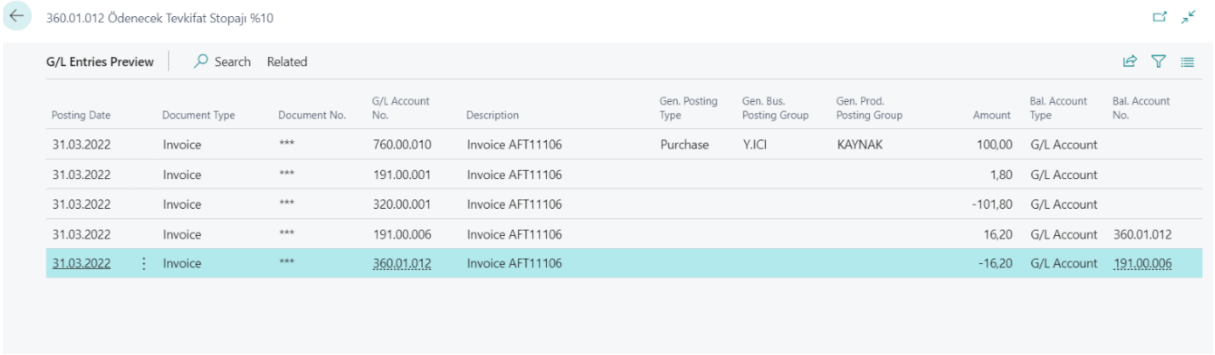


- Unit Price information must be entered after the selection is made.
- After the price information and other lines are completed, it can be checked from the Statistics screen.





- After the checks are provided from the Statistics Screen, posting is performed.
- After posting, G/L Entries should occur as follows.



CHAPTER 6: CURRENCY DEVELOPMENT

Definition of Exchange Rates

The Central Bank takes the necessary measures with the government to protect the internal and external value of the Turkish lira and determines the exchange rate regime towards making firm the value of the one against foreign currencies and gold.
The Central Bank; within the framework of the monetary policy, which it implements, it can realize the buying and selling of currency and effectives with term and non-term in order to determine value of the Turkish lira against foreign currencies. Within the extent of the same purpose, the Bank; it can make transactions such as exchange of currencies with Turkish lira by predetermining the conditions.
The general framework of foreign exchange and effective markets has been determined by subparagraphs (b) and (g) of the first paragraph of Article 4 of the Central Bank Law and article 39 and article 53 (a).

How are Indicative Rates Defined?

As of January 2, 2015, the Central Bank determines the exchange rate of the Turkish lira for 1 US dollar as follows.
First of all, between 10.00-15.00 every hour, it receives the buying and selling price average of the banks that quotation * the Turkish lira for 1 USD in the interbank foreign exchange market.
It determines a “medium value” by taking the average of all 6 value that have arisen.
It determines the buying and selling rates by applying discount and bonus to the medium value.

What are The Calculation Hours of Exchange Averages?

10.00: 1st Average
11.00: 2nd Average
12.00: 3rd Average
13.00: 4th Average
14.00: 5th Average
15.00: 6th Average

Similarly, for other exchange rates, the arithmetic average of the 6 values of cross rates in international markets between 10.00-15.00 is applied to the middle value of the US dollar and medium values are calculated for other exchange rates and The foreign exchange buying and foreign exchange selling values of the relevant exchange rates are determined by applying discount and bonus to the middle values determined for each exchange rate.

When are Indicative Rates Announced?

The average and medium values for the hours in the table above, as well as the US dollar/euro cross rates, will be announced on the Central Bank's Market Data page the next business day.

The Central Bank's indicative exchange and effective buying and selling rates, which are determined on each working day, are announced on its website at 15.30 on the same day and published in the Official Gazette the next day.
These published exchange rates are; although it does not bind any individuals or institutions, it can be used by the Central Bank for pay desks and some accounting transactions one business day after the day they are determined. In transactions between real and legal persons other than the Central Bank, they decide for themselves which rate to apply.
Besides, indicative exchange rate is not determined on public holidays, weekends and half-day working days.
The foreign currencies traded by the Central Bank of the Republic of Turkey are listed below.

US dollar USD
Australian Dollar AUD
Bulgarian Lev BGN
Chinese Yuan CNY
Danish Krone DKK
Euro EUR
British Pound GBP
Iranian Rial IRR
Swedish Krona SEK
Swiss Franc CHF
Japanese Yen JPY
Canadian Dollar CAD
Kuwaiti Dinar KWD
Norwegian Krone NOK
Pakistani Rupee PKR
Romanian Leu RON
Russian Ruble RUB
Saudi Arabian Riyal SAR

In this context, exchange buying and selling, effective buying and selling rates are published for the above exchange types in Turkey. This development has been made in order to be able to trade at the desired exchange rate for each type of currency in the program.

Exchange Development Features

1. Automatic downloading of rates according to currency types defined in the automatic program on a daily basis,
2. Manually downloading rates in the currency types defined in the program,
3. Ability to Select the Default Currency Type in the Customer Card,
4. Ability to Select the Default Currency Type in the Vendor Card,
5. Ability to select the type of currency in the Sales Documents (order, return order, invoice, and return invoice),
6. Ability to select the type of currency in the Purchase Documents (order, return order, invoice, and return invoice),
7. Automatically receiving Currency Code Type from current card when customer and vendor are selected for transactions made from the journal,
8. The arrival of the exchange rate automatically selected from the currency type in the journal,
9. Formation of an Amount LCY on a check card according to the type of currency selected on check cards,
10. Ability to enter the product price in currency by selecting the Currency and Currency Type in the Line for Sale Documents (order, invoice, return order and return invoice) that do not select the Currency Type in the Sale header,
11. Ability to enter the product price in currency by selecting the Currency and Currency Type in the Line for Purchase Documents (order, invoice, return order and return invoice) that do not select the Currency Type in the Purchase header.

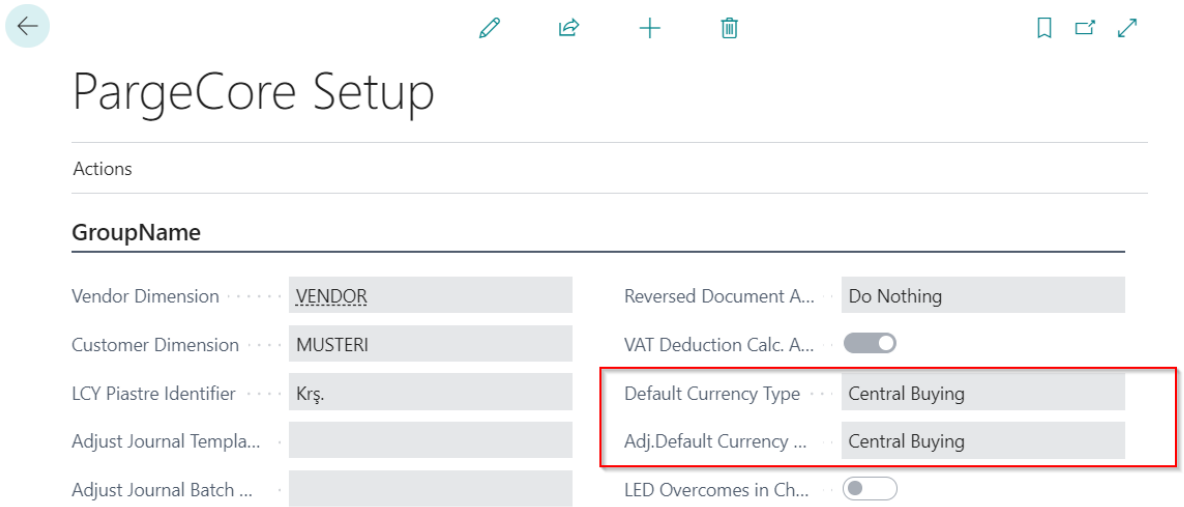
Exchange Rate Download

In order to set up automatic download of exchange rates in the System, it is necessary to determine the type of Currency code that the company will use by default. According to the type of currency code specified, the system determines the type of currency code that it will use during the period-end exchange rate adjustment and debit credit matching operations. In addition, in order for the exchange rates to come down, public holidays must be defined in the system.

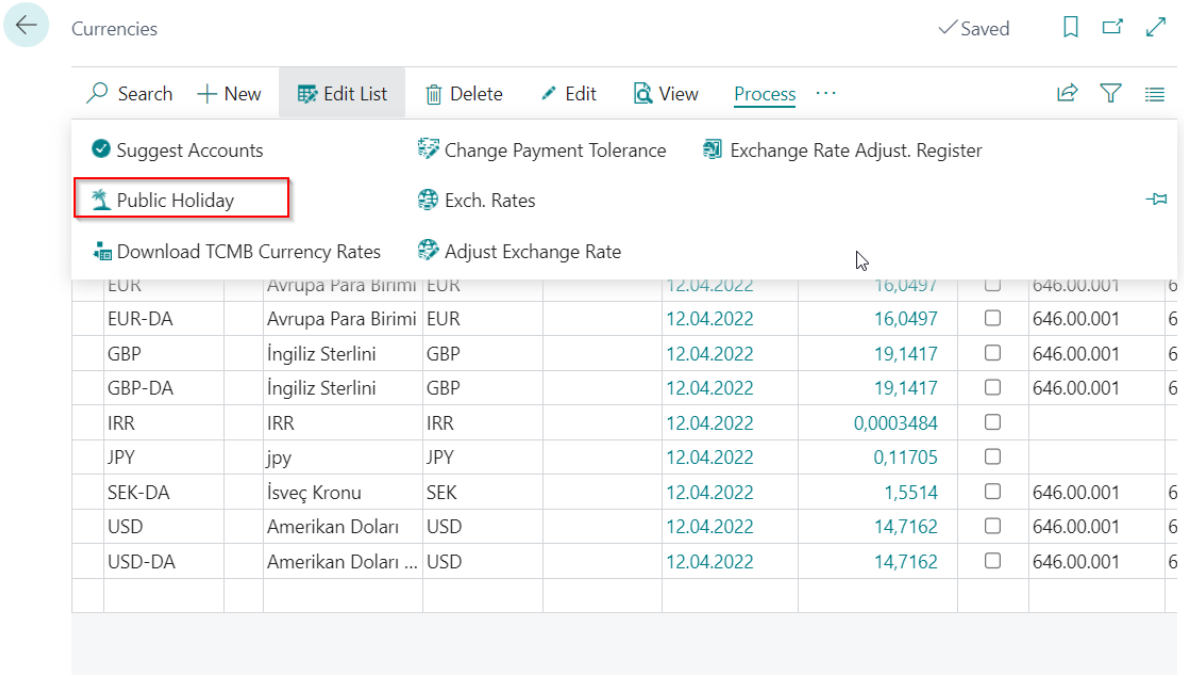
This description should be made from the place specified below.

Steps to Follow

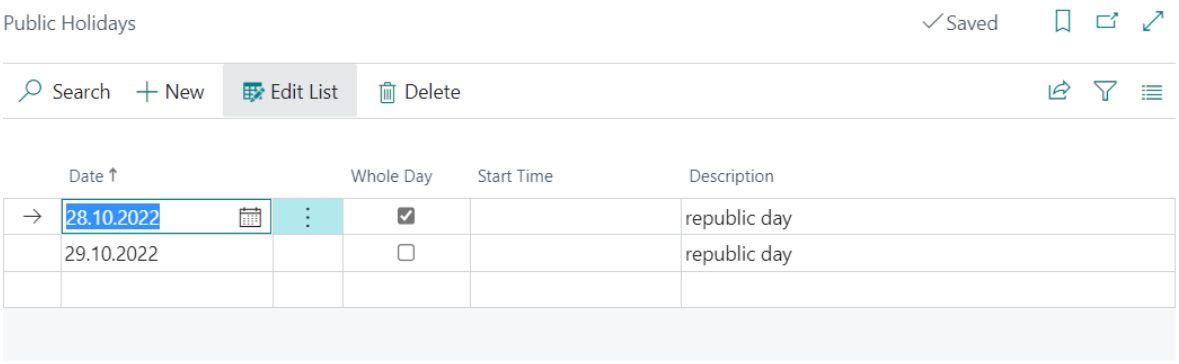
1. Core Setup is written in the Search Field and the relevant setup page is accessed.
2. If no other installation has been done before, a new page opens. If it has already been installed, the page is accessed by saying edit.
3. The default Currency Type is selected in the Default Currency Type field.
4. The default Currency Type is selected in the Adj. Default Currency Type field.
5. The corresponding page is closed.



- In order to define Public Holidays, the Public Holiday field must be clicked in the Currencies section.



- All holidays in each year must be defined, as in the following example.



Definitions of Currencies

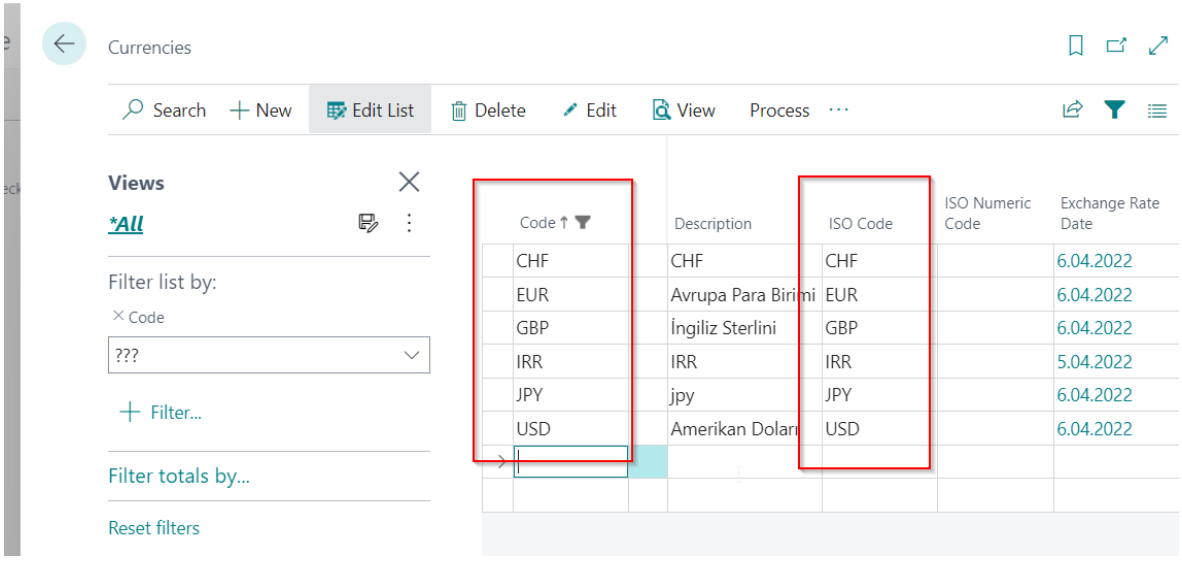
The currencies to be used in the company must be defined on the currencies page.

Steps to Follow

- The relevant page is accessed by typing Currencies in the Search Field.
- On the page we come across, the type of currency code to be used is defined by trying New.

The needed fields from the fields on the page are as follows.

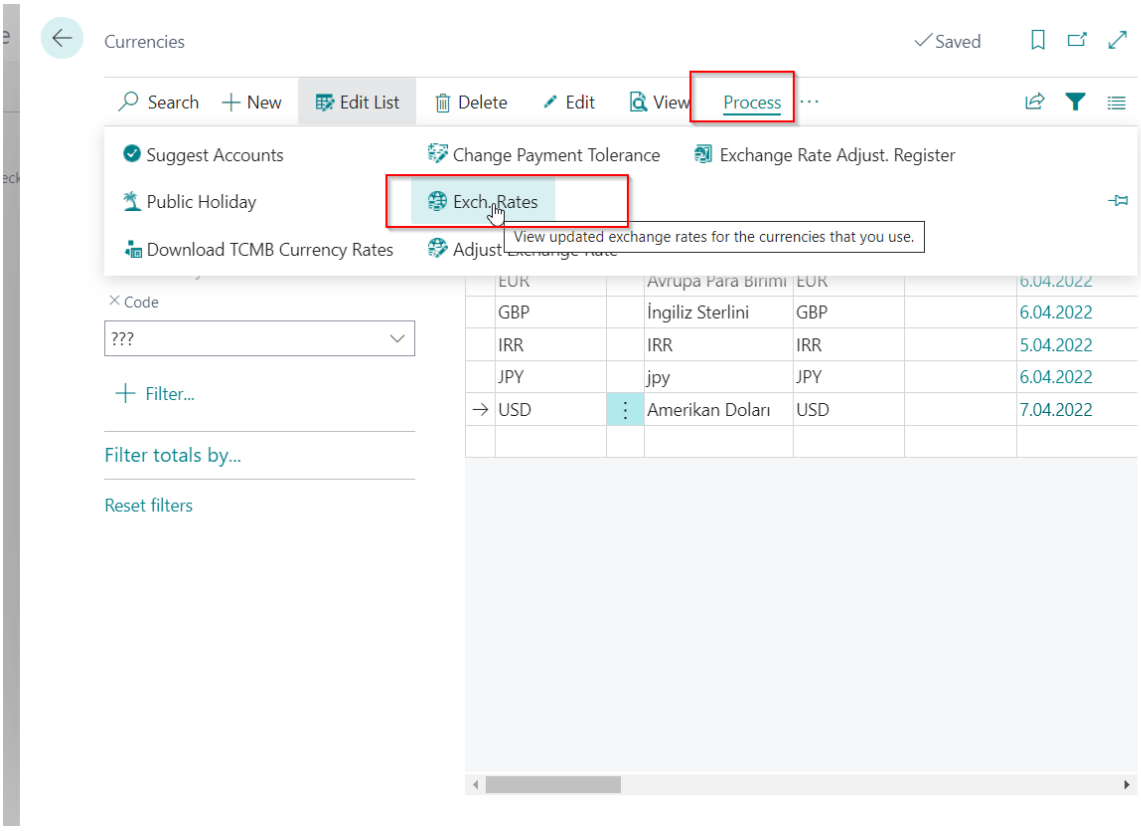
1. Code: It must be the Code of the Currency defined.
2. Description: The description of the currency is defined.
3. ISO Code: The Currency code defined in the Central Bank of TR is defined.



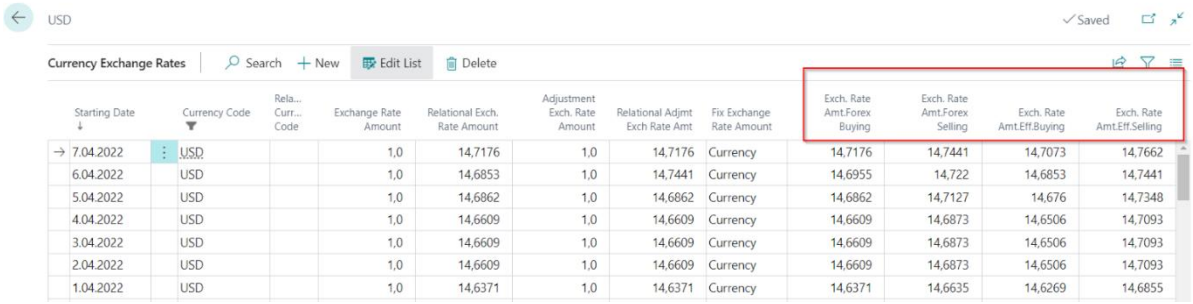
On the Exchange Rates page of the selected currency, besides the standard exchange rates, the rates published by the Central Bank of TR are available.

Steps to Follow

- The relevant page is ensured to come by typing Currencies in the search field.
- The currency code to be traded is selected and the Exchange Rates button is pressed from the Actions menu.



The descriptions of the fields on the page are as follows.



1. Exch.Rate Amt.Central Buying; TCMB is the area where buying rate of the exchange is entered. When the currency code type Central Buying is selected in the relevant documents, the exchange rate defined in this field will come.

2. Exch.Rate Amt. Central Selling; TCMB is the area where selling rate of the exchange is entered. When the currency code type Central Selling is selected in the relevant documents, the exchange rate defined in this field will come.

3. Exch.Rate Amt.Eff Buying; TCMB is the area where the effective buying rate is entered. When the currency code type Effective Buying is selected in the relevant documents, the exchange rate defined in this field will come.

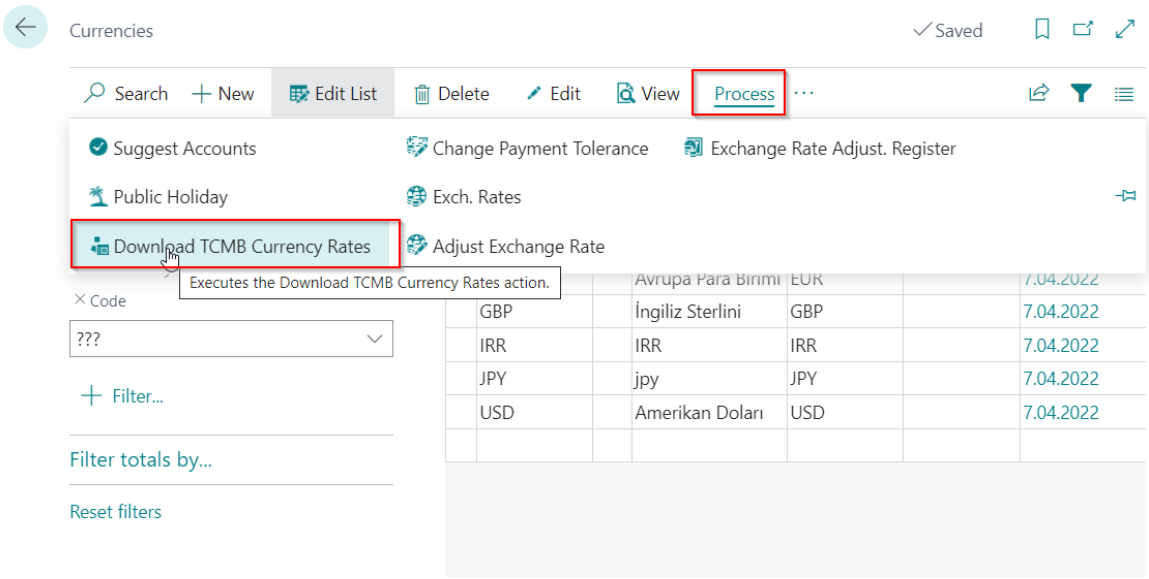
4. Exch.Rate Amt.Eff Selling; TCMB is the area where the effective selling rate is entered. When the currency code type Effective Seling is selected in the relevant documents, the exchange rate defined in this field will come.

Manual Download of Rates

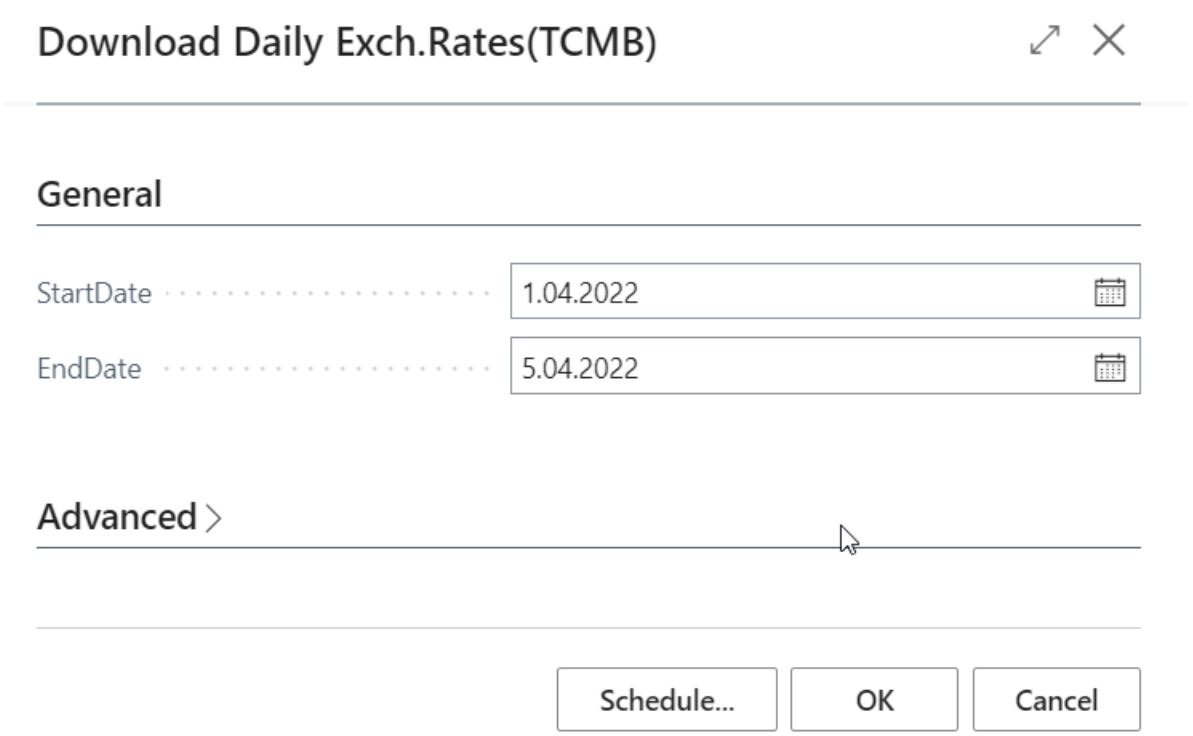
If the rates published by the Central Bank of the Republic of Turkey are to be reduced manually, they should be done as follows.

Steps to Follow

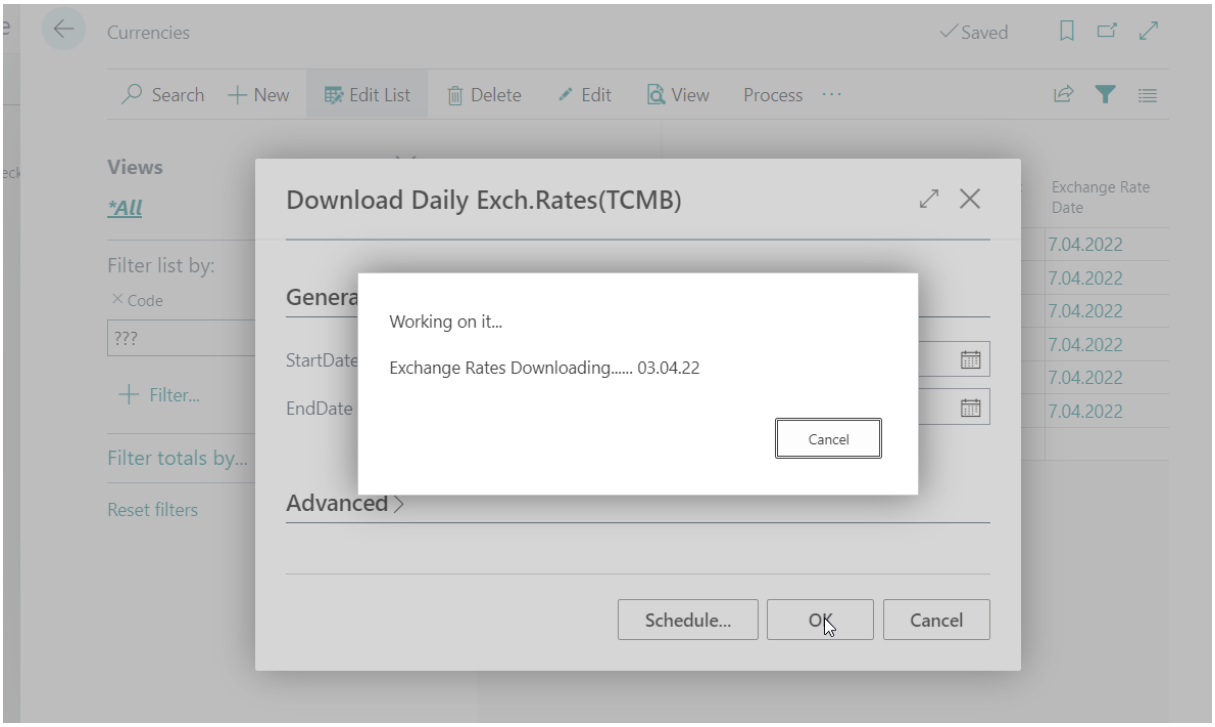
- The Currencies page is accessed by typing Currencies in the search field.
- On the Currencies Page, the Download TCMB Currency Rates button is pressed from the Process Menu to bring down exchange rates.



- The relevant dates are filled in which date or date range rates are requested to be downloaded on the incoming query screen.



- It is expected that the rates will download by clicking OK. After the exchange rates have finished, it will automatically close from the screen.

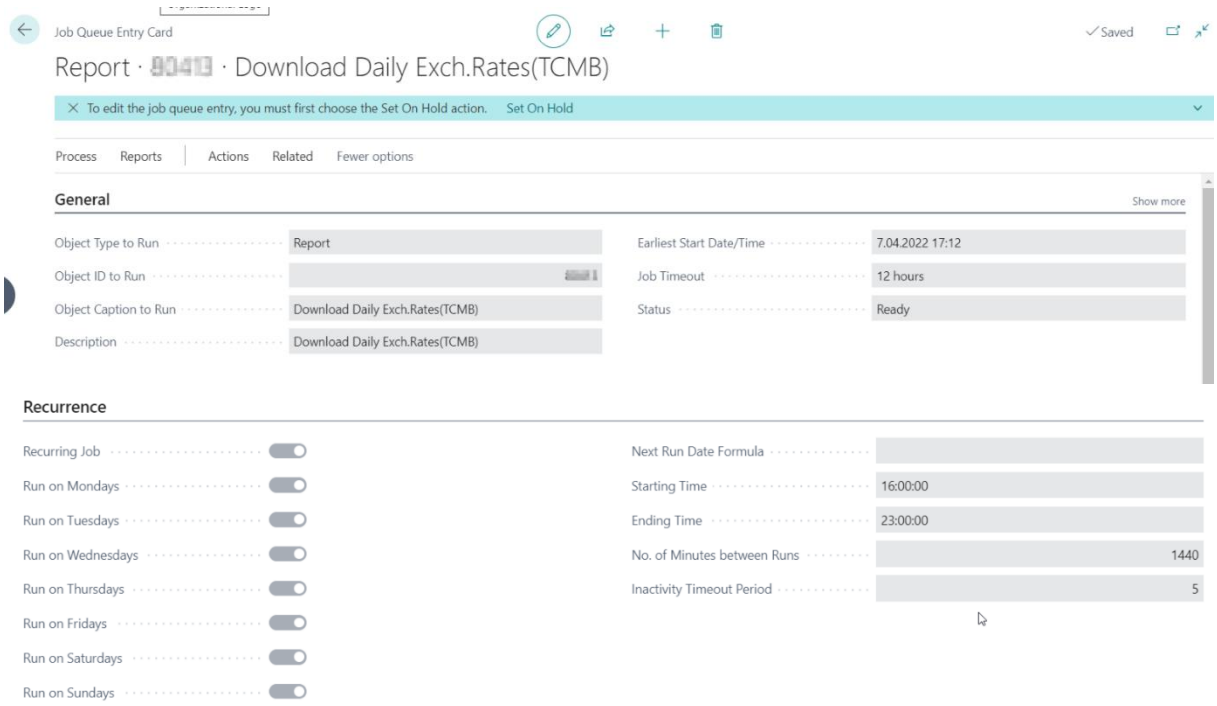


Automatic Download of Rates

The Program's Job Queue Entries feature can be used to automatically download TCMB rates in the desired time frame in the program. To do this, it is necessary to follow the steps below.

Steps to Follow

- The Relevant page is ensured to open by typing "Job Queue Entries" in the search field.
- A new job queue card is created by clicking it New.



The fields that need to be filled in on the Job Entry Card are as follows.

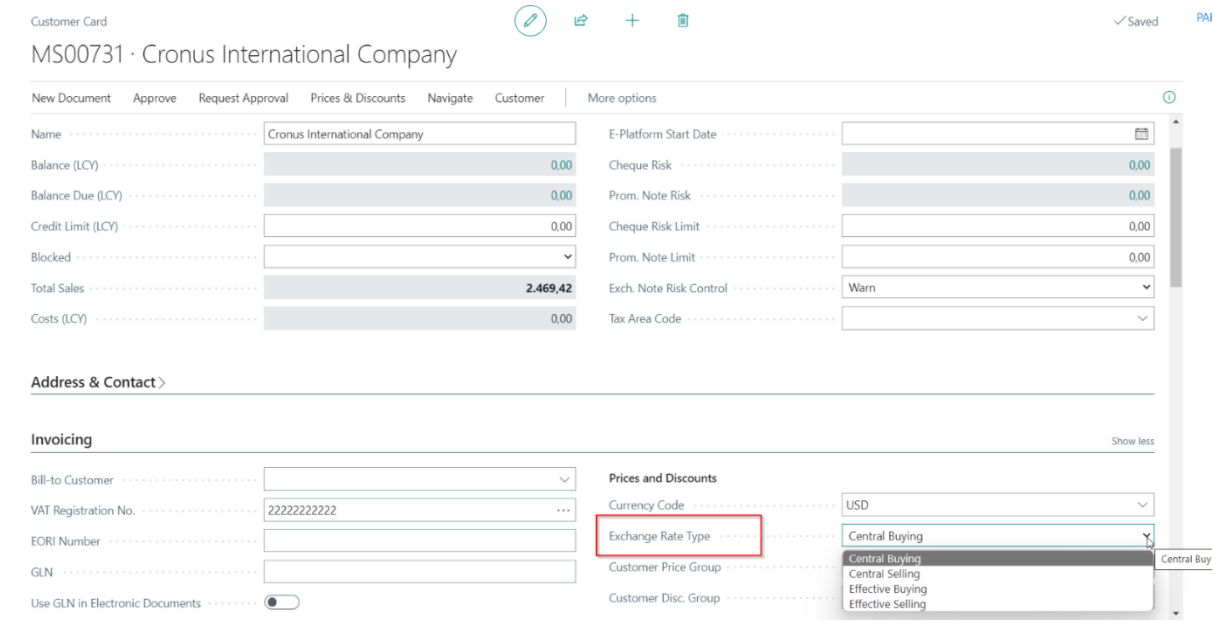
1. Report must be selected in the Object Type Run field.
2. The Report ID field is filled with the report ID that will work for automatic reduction of Rates.(70093141)
3. The Description field is given a name for the automatic exchange rate download job entry.
4. The Recurrence field is marked the days when an automatic rate reduction is requested.
5. The Starting Date and Ending Date field is entered the time interval for which exchange rates are requested to degrade.(start time must be after 03.30 PM)
6. The No. of Minutes between field is entered the minute information that determines the next working time of the exchange rates. (1440 is entered because it is 24 hours and 1440 minutes.)

The Default Currency Type on Customer – Vendor Cards

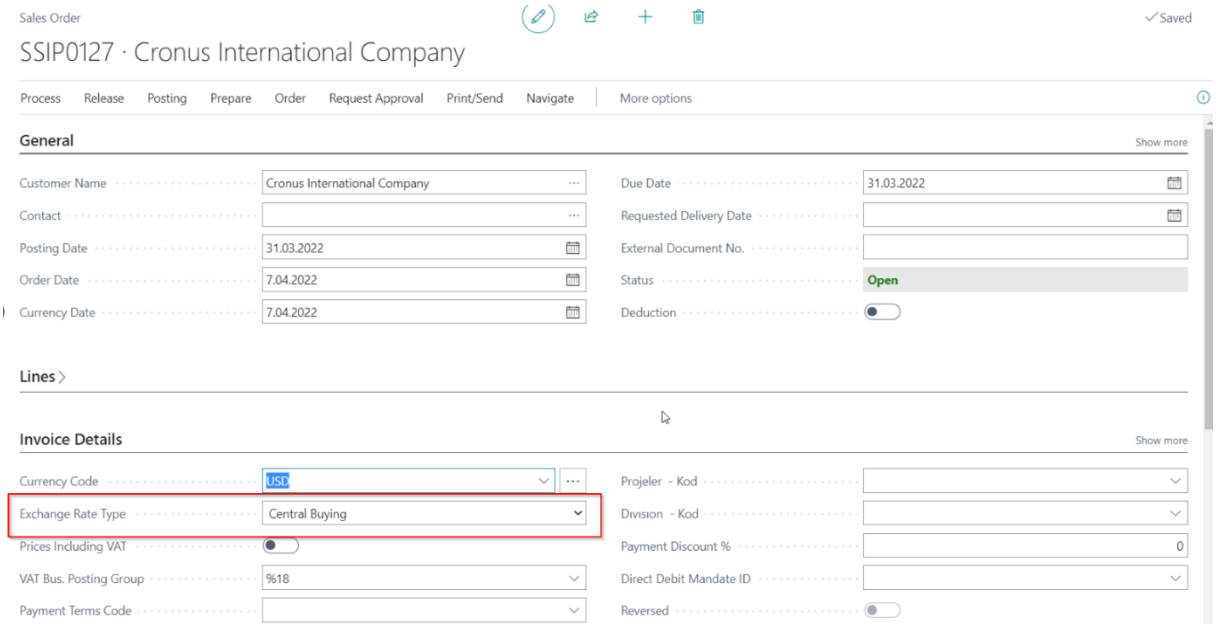
On current cards, the default Currency Type can be selected for the current card to be used by the system. In the documents that occur when there is a choice for current cards, the system will bring the currency type defined on the current cards to the documents.

Steps to Follow

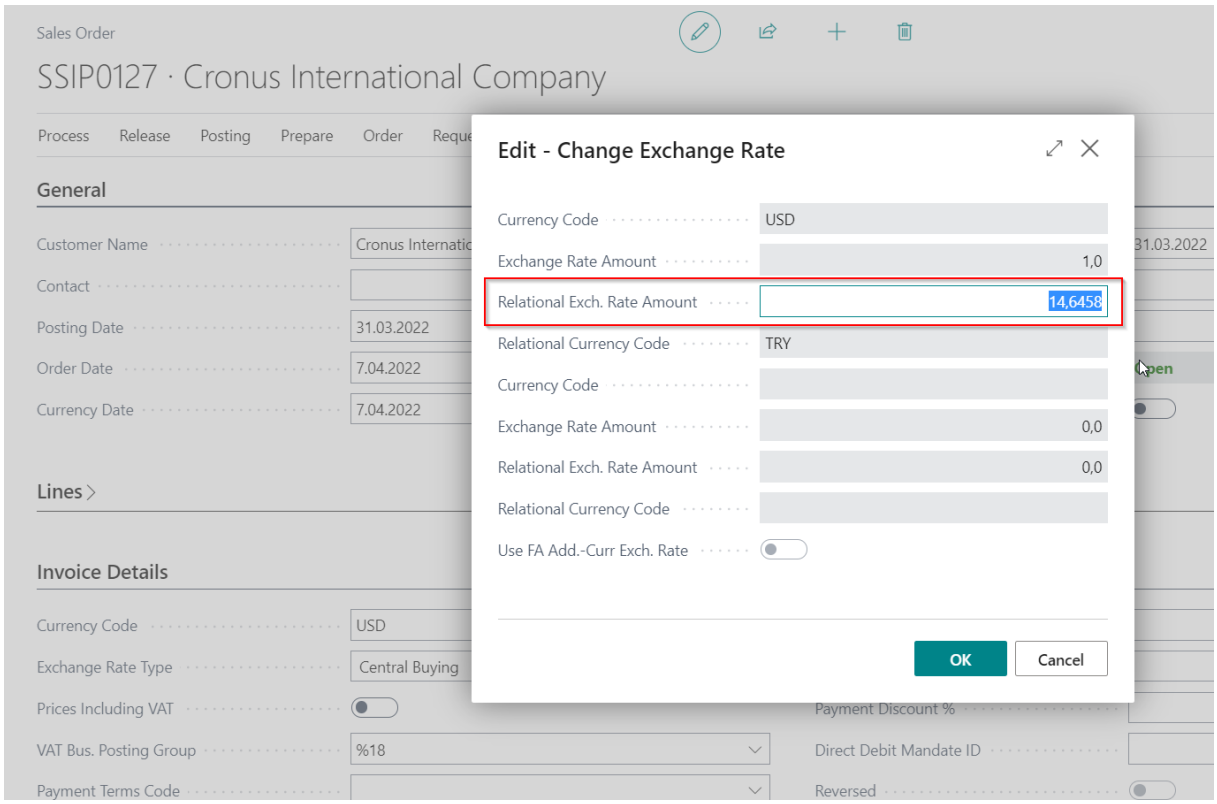
- The Customer or Vendor card is opened.
- The Currency Type is selected in the current card.



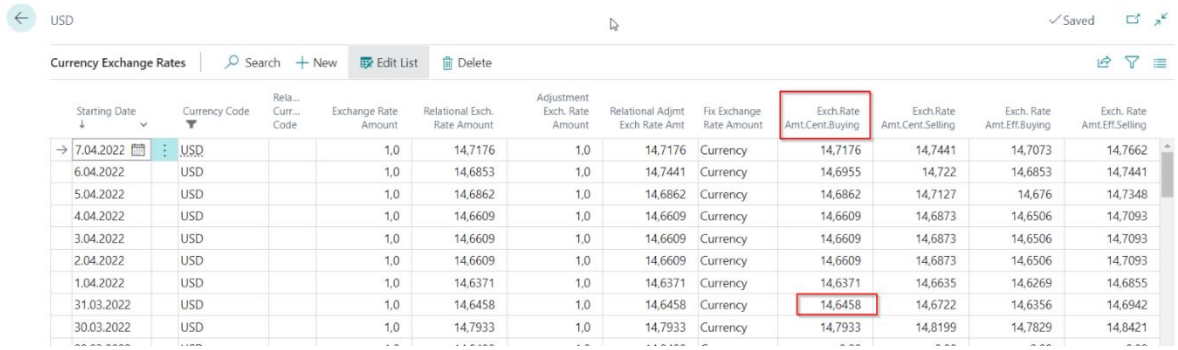
- When a document is created for current (order, return order, invoice, and return invoice), the currency code type will come in the relevant document by default.



- The Exchange Rate will come from the Central Buying field defined in Currencies.



- As of the date in the sample document, when we check the exchange rates in the program, we will see that the value is correct.



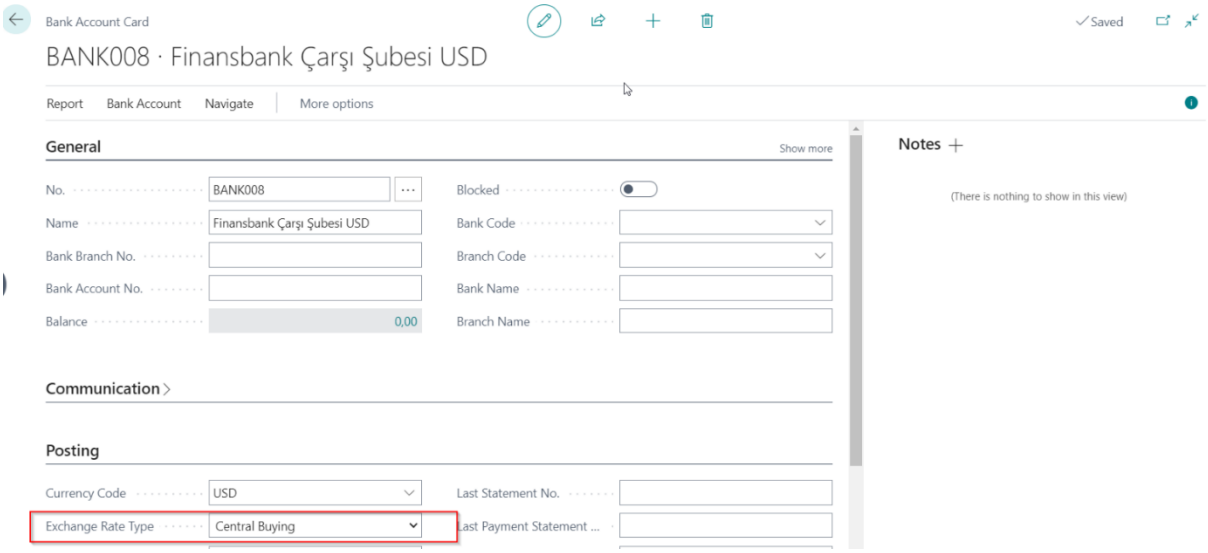
Starting Date	Currency Code	Rela... Curr... Code	Exchange Rate Amount	Relational Exch. Rate Amount	Adjustment Exch. Rate Amount	Relational Adjmt Exch Rate Amt	Fix Exchange Rate Amount	Exch.Rate Amt.Cent.Buying	Exch.Rate Amt.Cent.Selling	Exch. Rate Amt.Eff.Buying	Exch. Rate Amt.Eff.Selling
7.04.2022	USD		1,0	14,7176	1,0	14,7176	Currency	14,7176	14,7441	14,7073	14,7662
6.04.2022	USD		1,0	14,6853	1,0	14,7441	Currency	14,6955	14,722	14,6853	14,7441
5.04.2022	USD		1,0	14,6862	1,0	14,6862	Currency	14,6862	14,7127	14,676	14,7348
4.04.2022	USD		1,0	14,6609	1,0	14,6609	Currency	14,6609	14,6873	14,6506	14,7093
3.04.2022	USD		1,0	14,6609	1,0	14,6609	Currency	14,6609	14,6873	14,6506	14,7093
2.04.2022	USD		1,0	14,6609	1,0	14,6609	Currency	14,6609	14,6873	14,6506	14,7093
1.04.2022	USD		1,0	14,6371	1,0	14,6371	Currency	14,6371	14,6635	14,6269	14,6855
31.03.2022	USD		1,0	14,6458	1,0	14,6458	Currency	14,6458	14,6722	14,6356	14,6942
30.03.2022	USD		1,0	14,7933	1,0	14,7933	Currency	14,7933	14,8199	14,7829	14,8421

The Default Currency Type on Bank Accounts

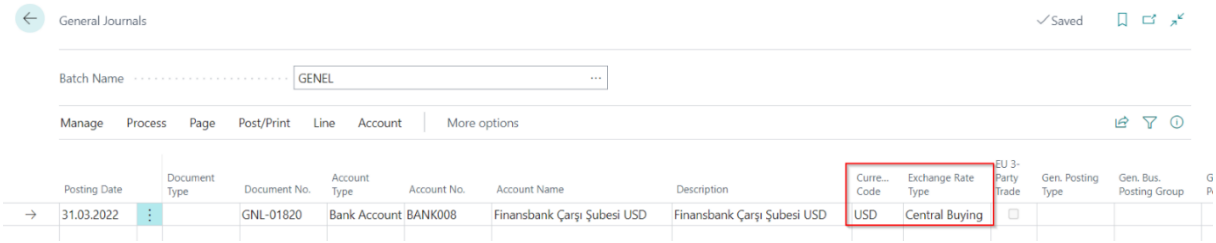
When the currency code is selected in currency bank accounts, the currency code type can be selected in the bank account.
The program uses the currency type defined in the bank account as the exchange rate in the generated records.
However, the user will be able to change the currency type and exchange rate at the time of registration if they wish.

Steps to Follow

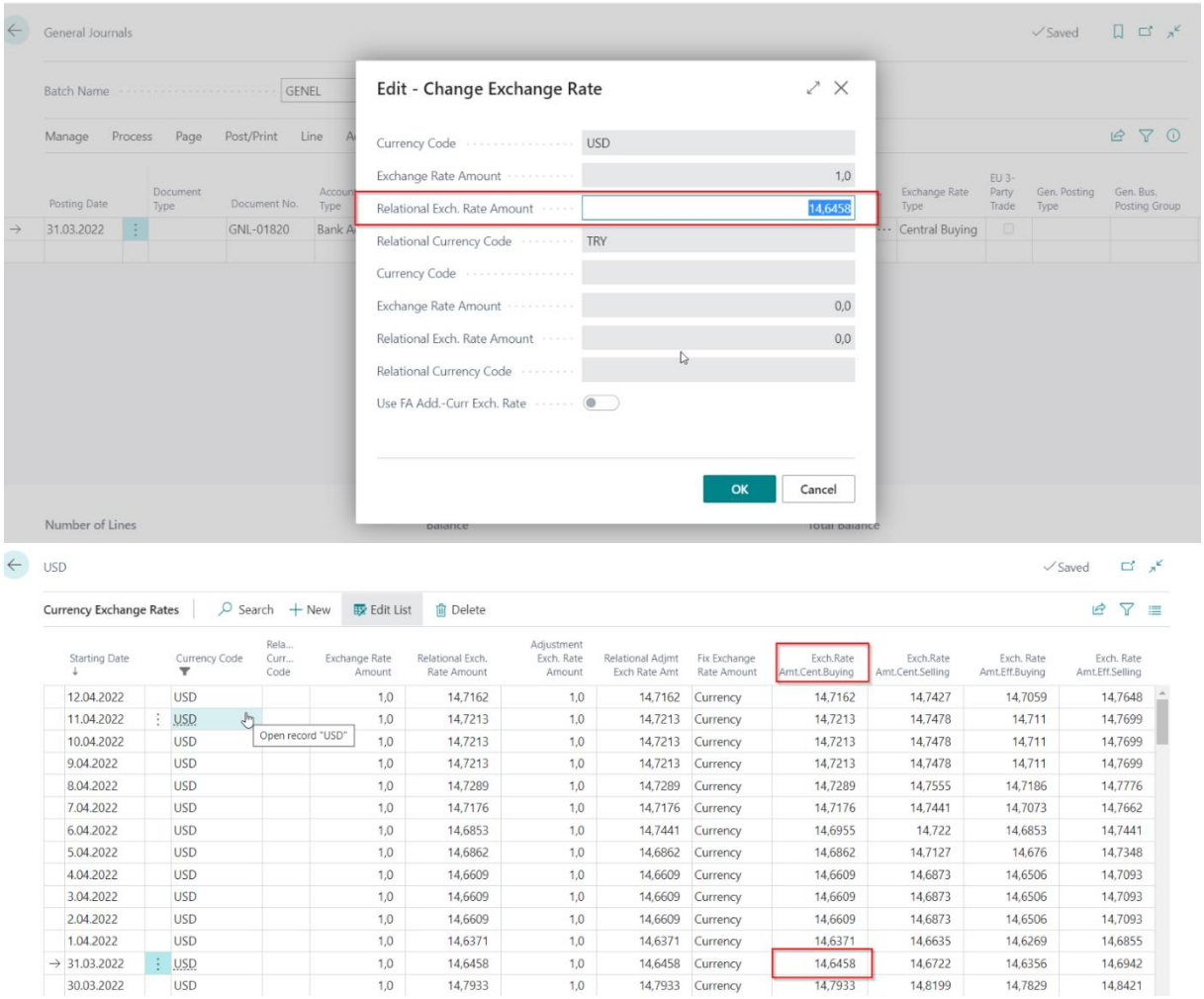
- Currency and currency type are selected on the Bank Account card.



- When the relevant bank card is selected in the journals, the currency type defined on the bank card will be come by default.



- The exchange rate will come automatically according to the posting date selected in the journal.

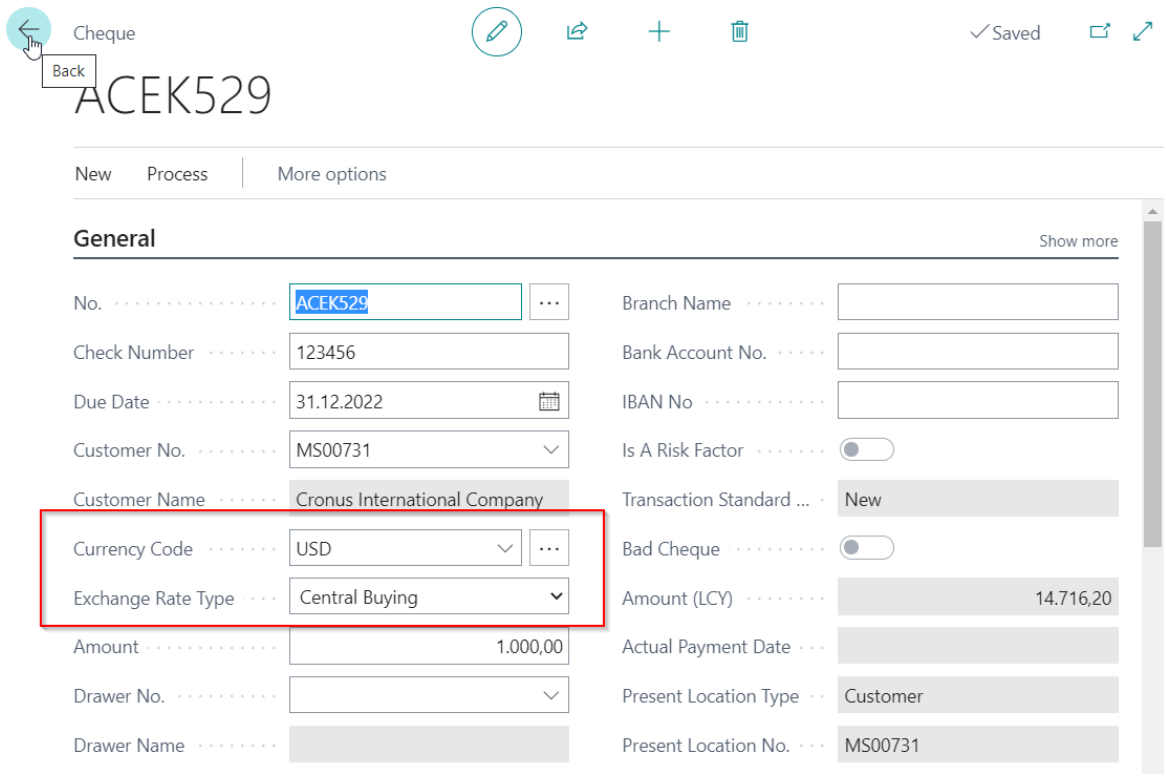


The Currency Type on Cheque and Promissory Note Cards

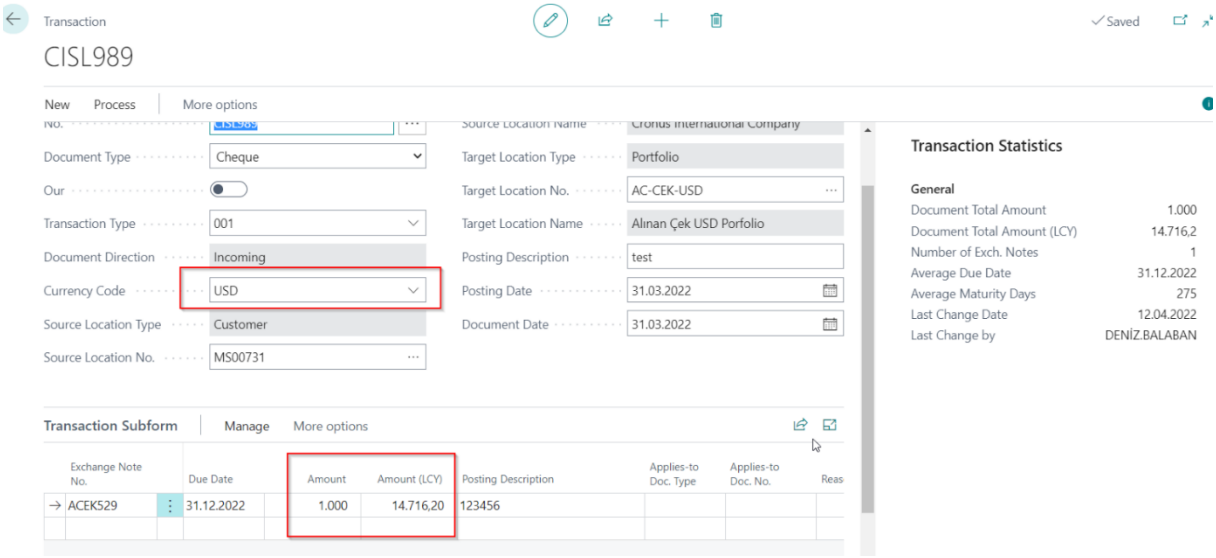
The currency code type can be selected on the check cards of the currency checks received by the company from its customers. The default currency code type selected on Cheque and promissory note cards will automatically arrive at transactions.

Steps to Follow

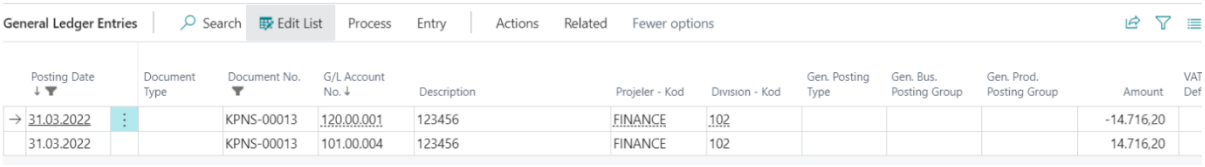
- The Cheque or promissory note card is opened.
- After filling in the relevant fields on the Cheque card, the currency code and type are selected.



- The Cheque card is selected on transaction and entry into the program is provided.



- Registrations will be created at the exchange rate selected on the Cheque card that posted the Cheque document.

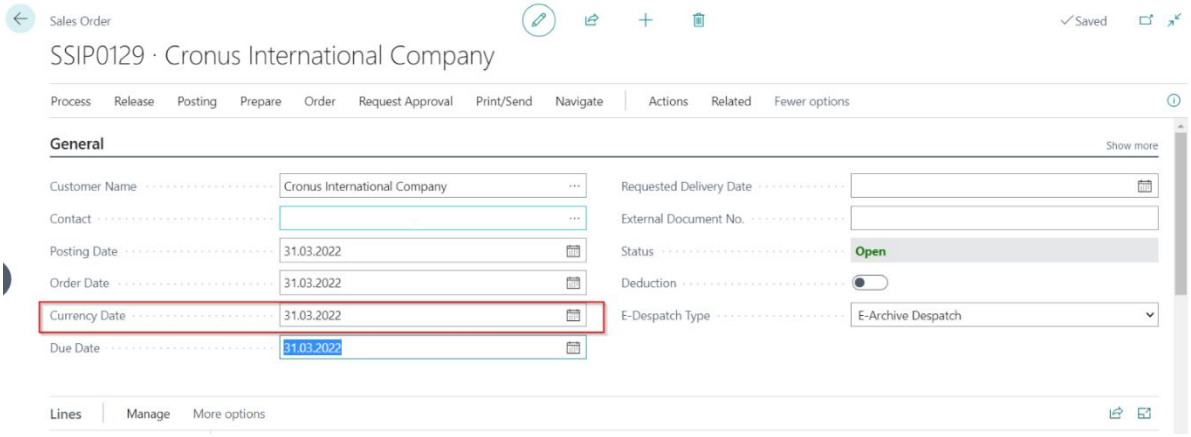


Line Currency Exchange Development

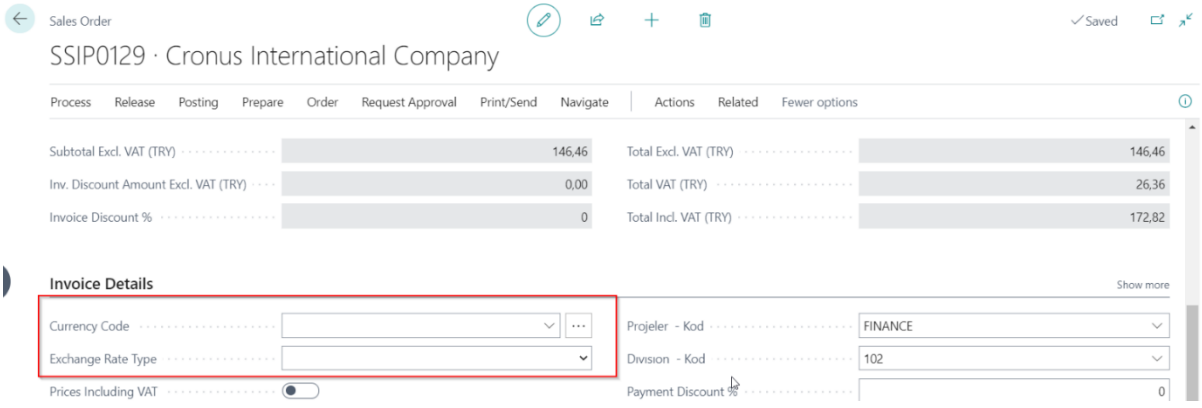
In cases where the Sales and Purchase Documents are not currency, but the price must be entered in currency, the Currency and type for the price can be entered on the line.
The Currency Date field must be full on the header of the Sales and Purchase documents for the line currency code application. The program will use this date field for the setup date.

Steps to Follow

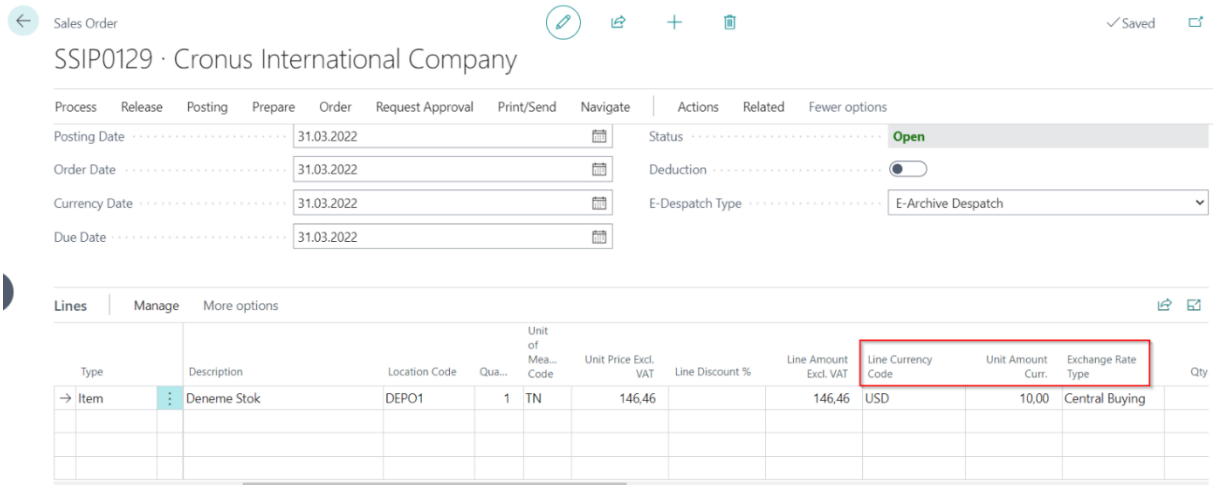
- The Sales or Purchase Document (order, return order invoice, credit memo) is opened.
- The Currency Date field must be full on the order header.



- Currency code should not be selected on the order header.



- Currency type, currency unit price and currency type to be used should be selected in the line currency code, unit amount currency ve Exchange rate type field on the order lines.



- The unit price field will fill in automatically after the Line Currency fields are selected.
- All selected information about the Line Currency fields will automatically go to the archive and posted documents

CHAPTER 7: REVERSE DEVELOPMENT

Reverse Operations

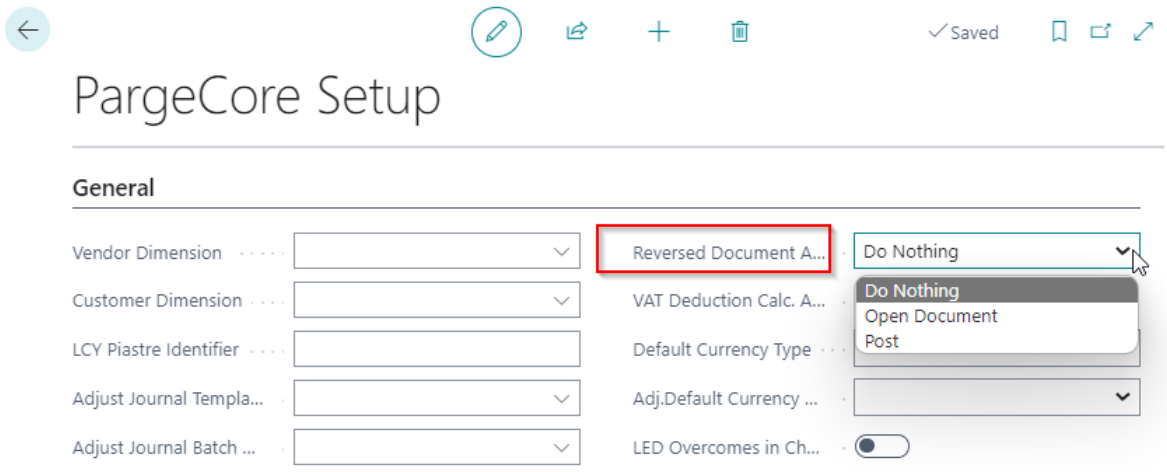
The system automatically needs to create a reverse document when there is an error in posted sales, sales return, purchase, and purchase invoices. With this development, these operations can be done automatically.

Reverse Enhancement Features

1. Create a Reverse document from a posted Sales Invoice,
2. Create a Reverse document from a posted Sales Refund Invoice,
3. Create a Reverse document from a posted Purchase Invoice,
4. Create a Reverse document from a posted Purchase Refund Invoice,

Parge Core Setup

There is a parameter related to what the system should do for the reverse documents created in parge core setup. The option that is appropriate here must be selected for the application.



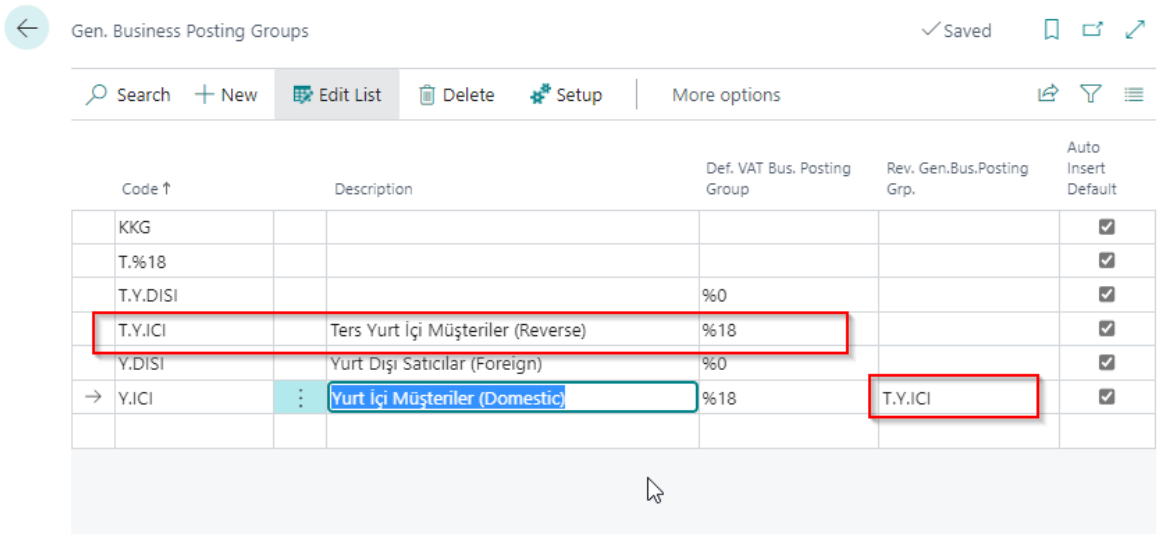
General Business Posting Groups

For reverse development to work, reverse general business posting groups must be created for the general business posting groups selected on customer and vendor cards. When the reverse

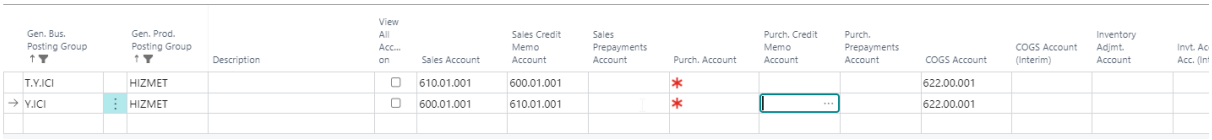
function is run, the system will move the general business posting group selected for reverse to the documents that will occur.

Steps to Follow

- The relevant menu is accessed by typing General Business Posting Groups in the search field.
- The menu that appears will show general business posting groups that were previously created.
- The New button is pressed to add a new general business posting group.
- The group created for the reverse is selected in the reverse global business posting group field in non-reverse groups.



- Accounts must be selected in the General Posting Setup table for the general business posting group created for Reverse.



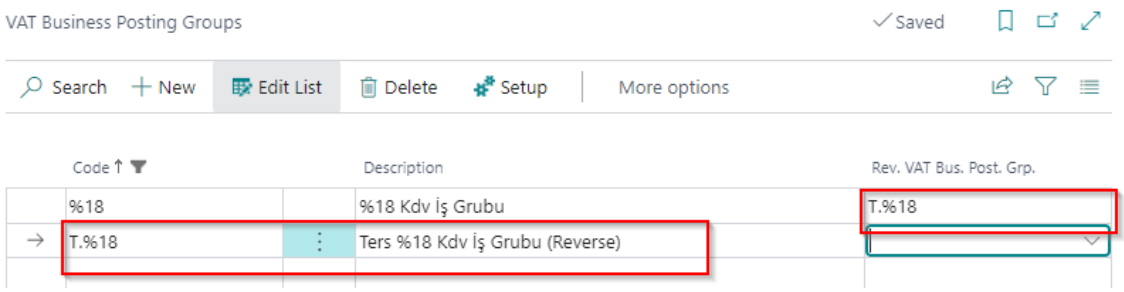
VAT Business Posting Groups

For reverse development to work, reverse Vat business posting groups must be created for the Vat business posting groups selected on customer and vendor cards. When the reverse function is run, the system will move the Vat business posting group selected for reverse to the documents that will occur.

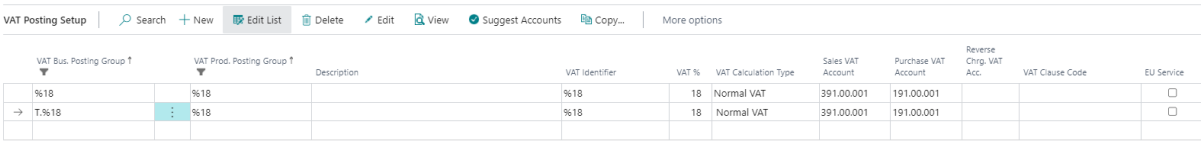
Steps to Follow

- The relevant menu is accessed by typing Vat Business Posting Groups in the search field.
- The menu that appears will show Vat business posting groups that were previously created.
- The New button is pressed to add a new Vat business posting group.

- The group created for the reverse is selected in the reverse Vat business posting group field in non-reverse groups.



- Accounts must be selected in the Vat posting setup table for the Vat Business Posting Group created for Reverse.

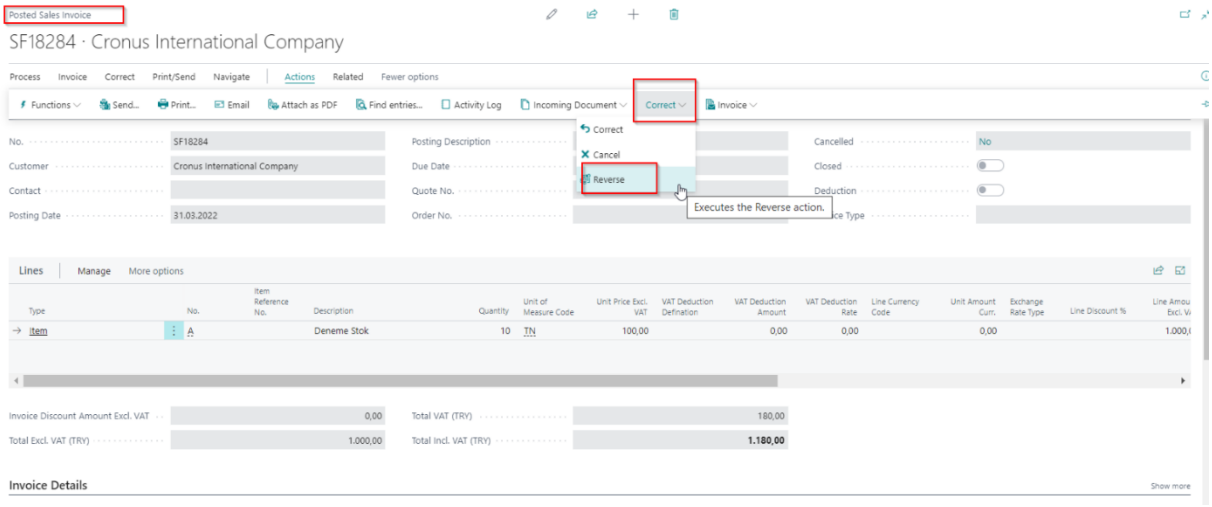


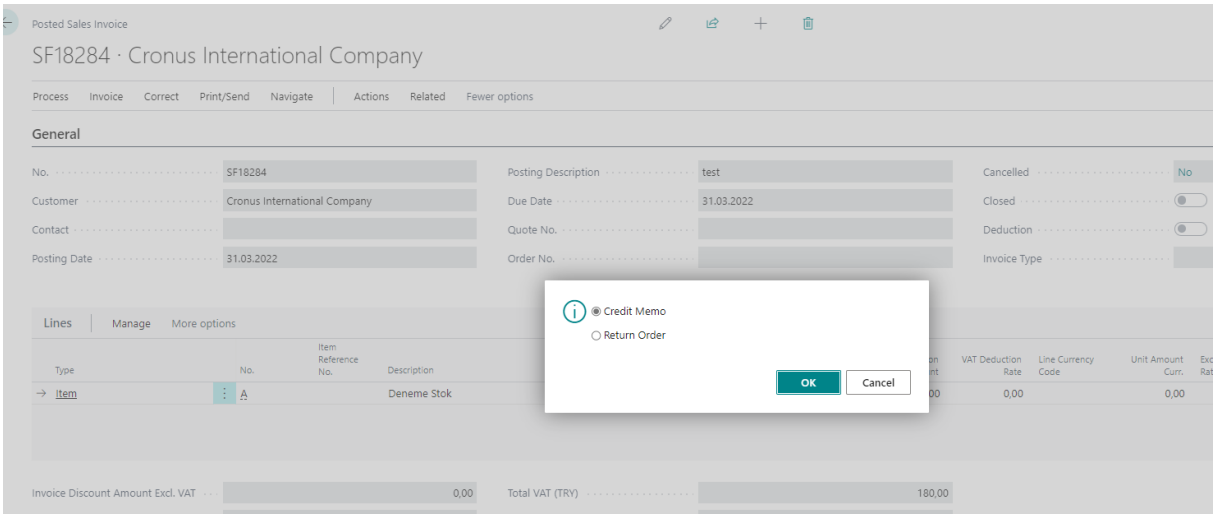
Performing the Reverse Process

For the reverse of the posted invoice (Sales-purchase), which is considered incorrect, first of all, go to the relevant invoice from the posted documents and run the reverse process from there.

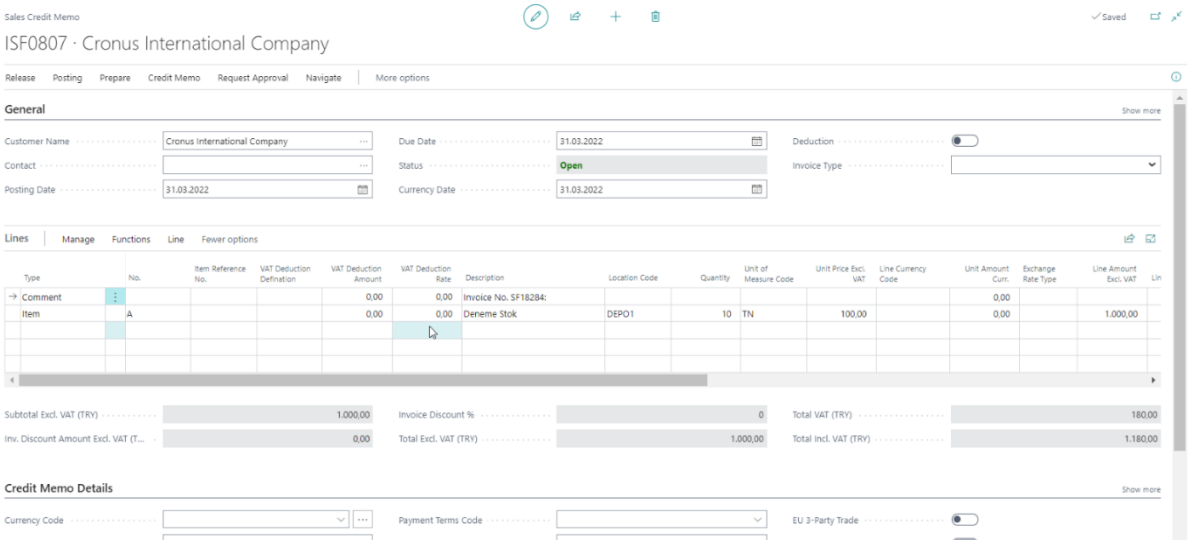
Steps to Follow

- Posted Sales Invoices are written in the search field and the relevant list is accessed.
- The invoice to be reversed is found and then entered into it by clicking Edit.
- The Reverse document is created by clicking the Reverse button on the document. Order and invoice option can be selected according to preference.





- A post will automatically be created for the selected reverse document type.
- The resulting document is accessed from the relevant menu and entered into it by clicking edit.



- The reverse document is posted, and the process is completed.

In return and purchase documents, the process is as in sales documents. It can be done according to the document type with the same instructions.

CHAPTER 8: BANK AND BRANCH DEVELOPMENT

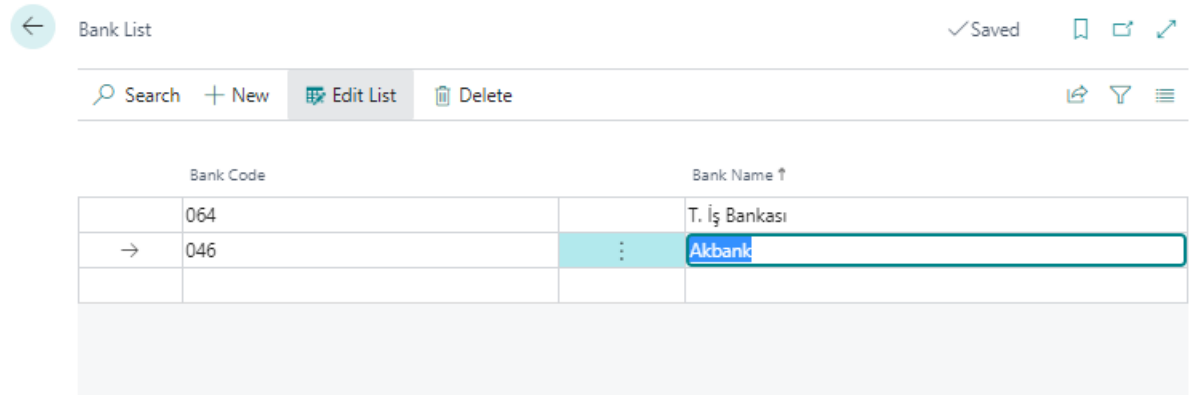
Bank and Branch Descriptions

In the Exchange Note and Debit Cards section, fields are added where bank codes and branches can be defined.

Bank Description

Steps to Follow

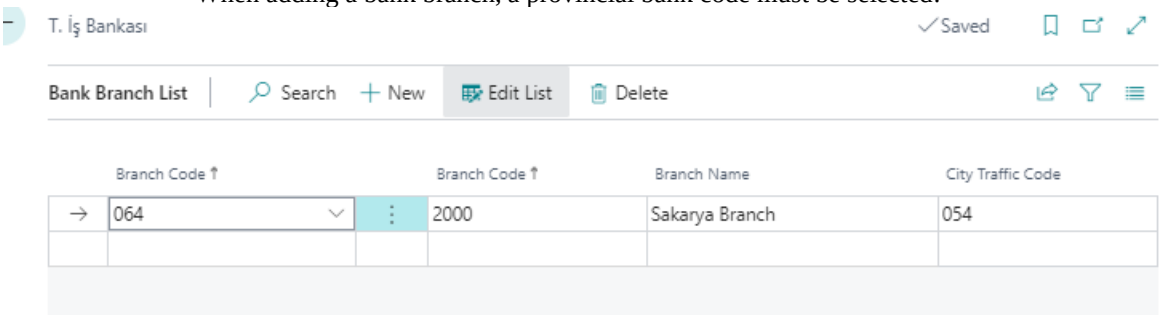
- The relevant menu can be accessed by typing Bank List in the search field.
- A new bank can be added to the list by clicking New or edit list.



Branch Description

Steps to Follow

- The relevant menu can be accessed by typing Branch List in the search field.
- A new bank branch can be added to the list by clicking New or edit list.
- When adding a bank branch, a provincial bank code must be selected.



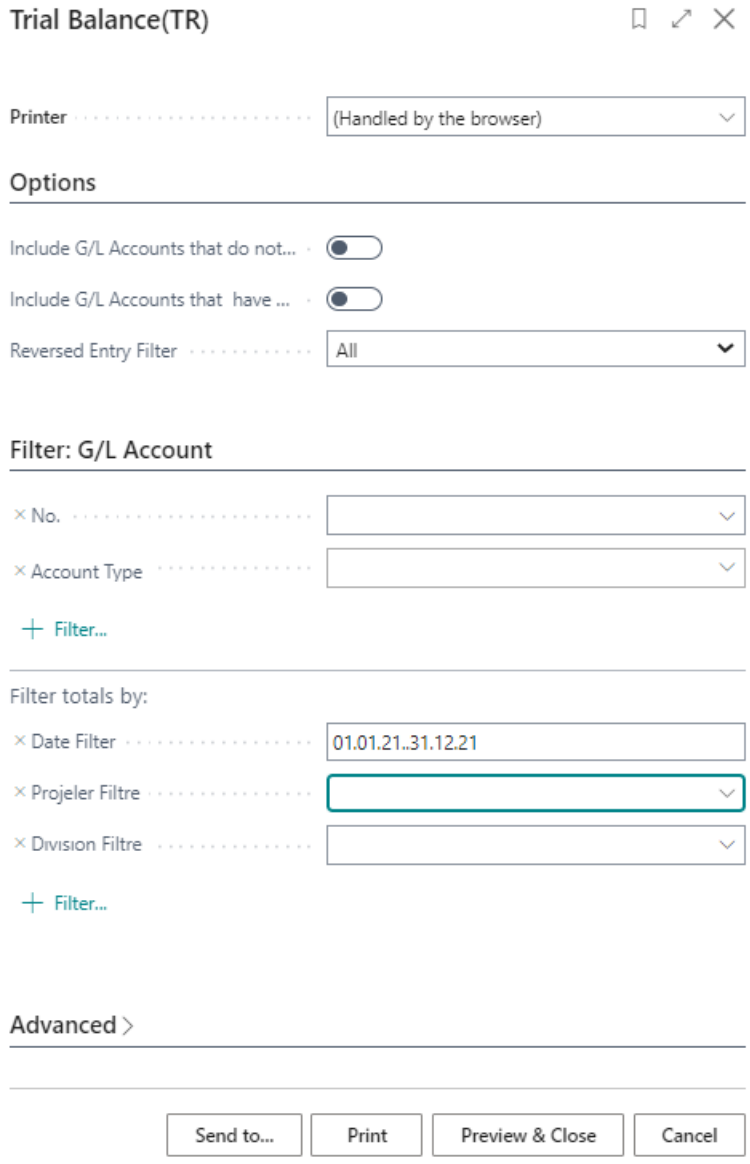
CHAPTER 9: TR REPORTS

Trial Balance TR

Posts and account names in your accounting system are kept and stored in lists, which is the chart of accounts phase. The document, in which all account balances in the chart of account are listed in the order of the account number, is called a trial balance.

Steps to Follow

- The report can be accessed by typing Trial Balance in the search field.
- The report is run by providing the relevant account and date filters.

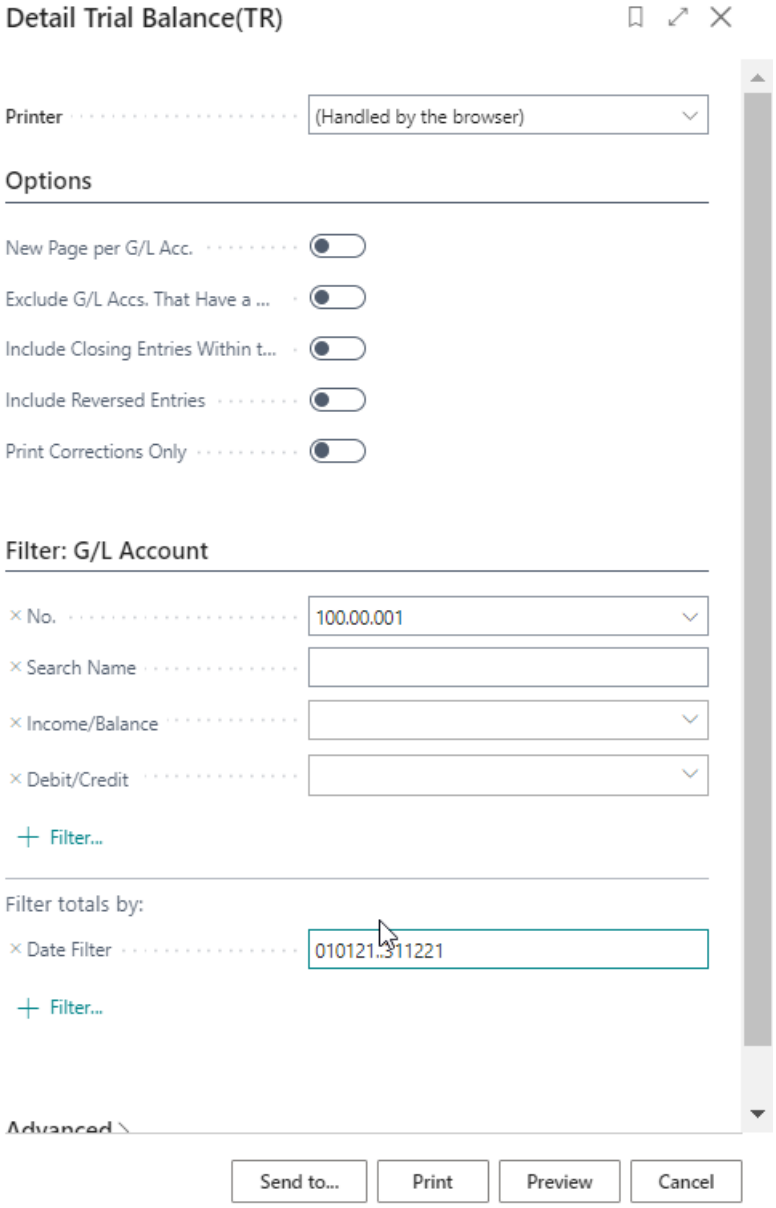


Detail Trial Balance Tr

It refers to the type of report in which transactions for any ledger account are listed in detail. In the detailed Trial Balance ledger, the transactions for each account are listed separately.

Steps to Follow

- The report can be accessed by typing Detail Trial Balance in the search field.
- The report is run by providing the relevant account and date filters.

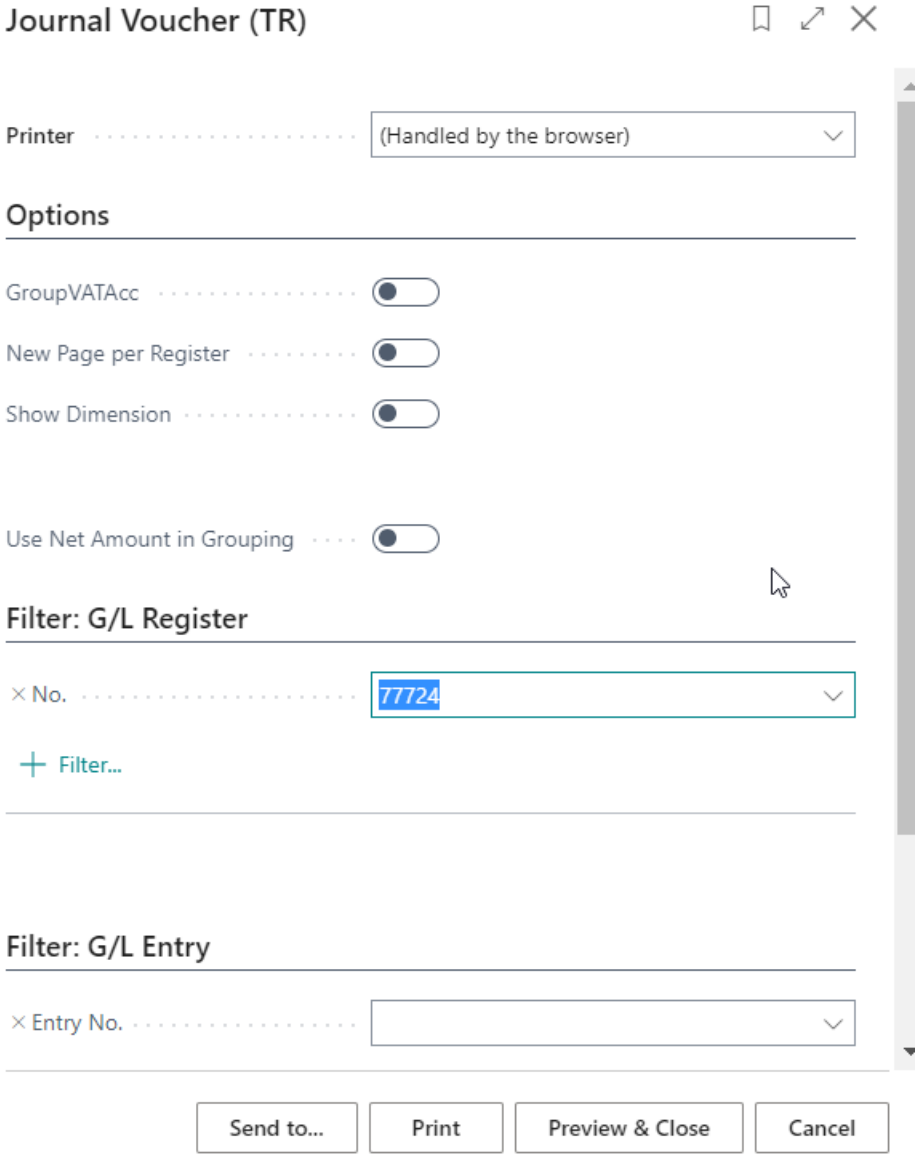


Journal Voucher Tr

The journal voucher is defined in the literature as a voucher that is posted, signed by authorized persons, and contains journal information before accounting transactions are written to the general journal.

Steps to Follow

- The report can be accessed by typing Journal Voucher Tr in the search field.
- The report is run by providing the relevant account and date filters.

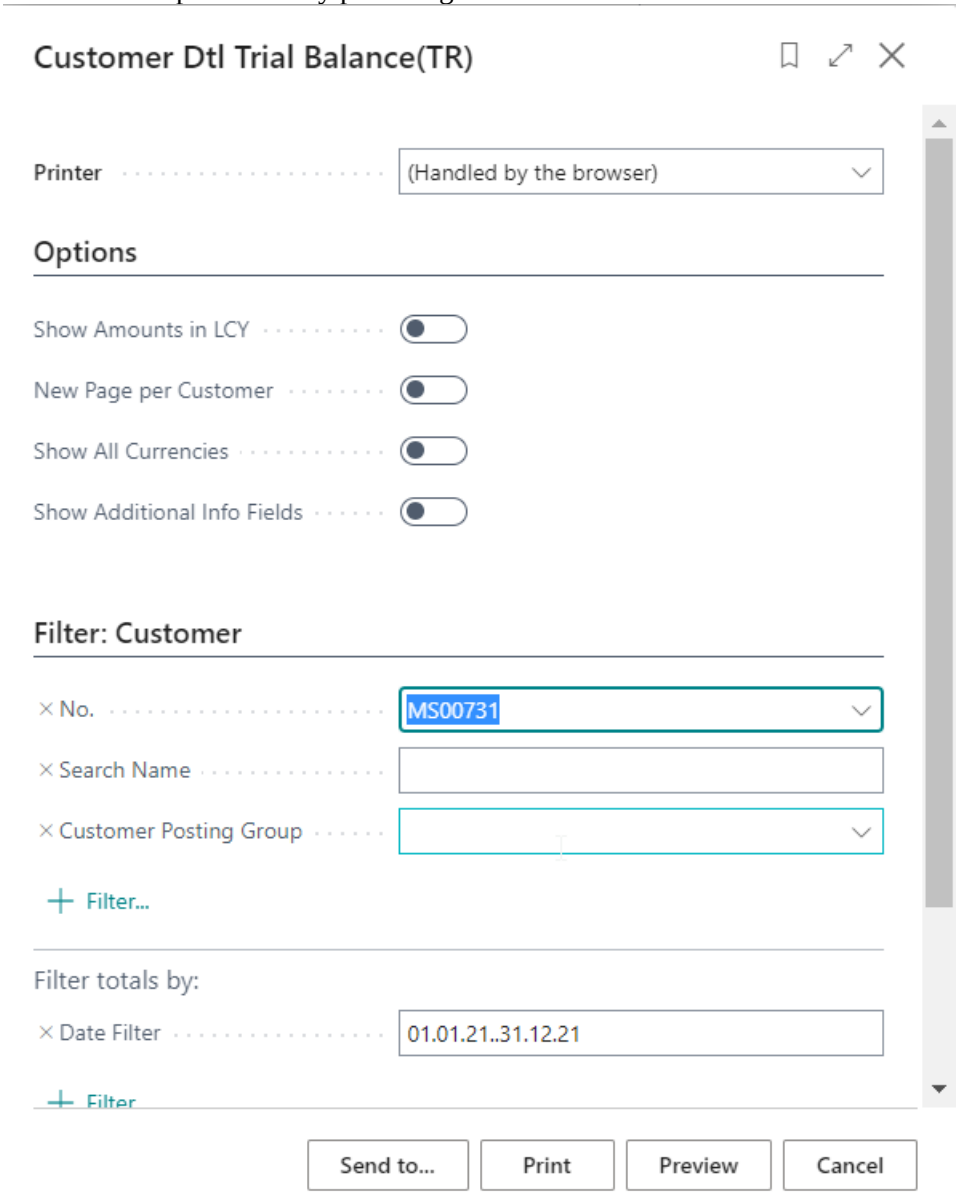


Customer Dtl Trial Balance (TR)

The detailed trial balance is a method used to track the transaction breakdown in the program. In this method, the current account of the enterprise; total balance, amount of debit or credit to supplier enterprises, transaction date and type, voucher number, document number can be monitored.

Steps to Follow

- The report can be accessed by typing Customer Dtl Trial Balance Tr in the search field.
- The report is run by providing the relevant account and date filters.

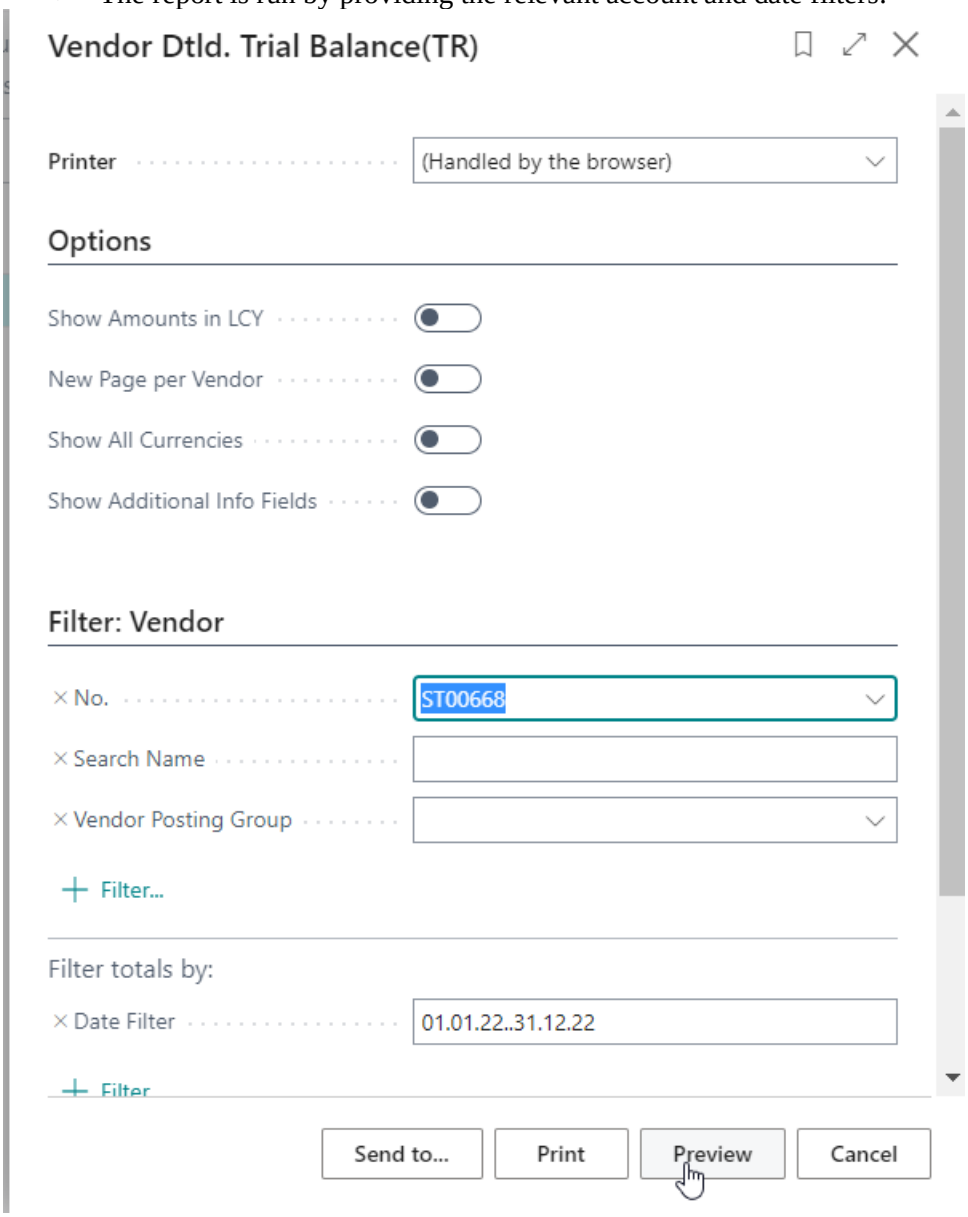


Vendor Dtl Trial Balance (TR)

The detailed trial balance is a method used to track the transaction breakdown in the program. In this method, the current account of the enterprise; total balance, amount of debit or credit to supplier enterprises, transaction date and type, voucher number, document number can be monitored.

Steps to Follow

- The report can be accessed by typing Vendor Dtl Trial Balance Tr in the search field.
- The report is run by providing the relevant account and date filters.

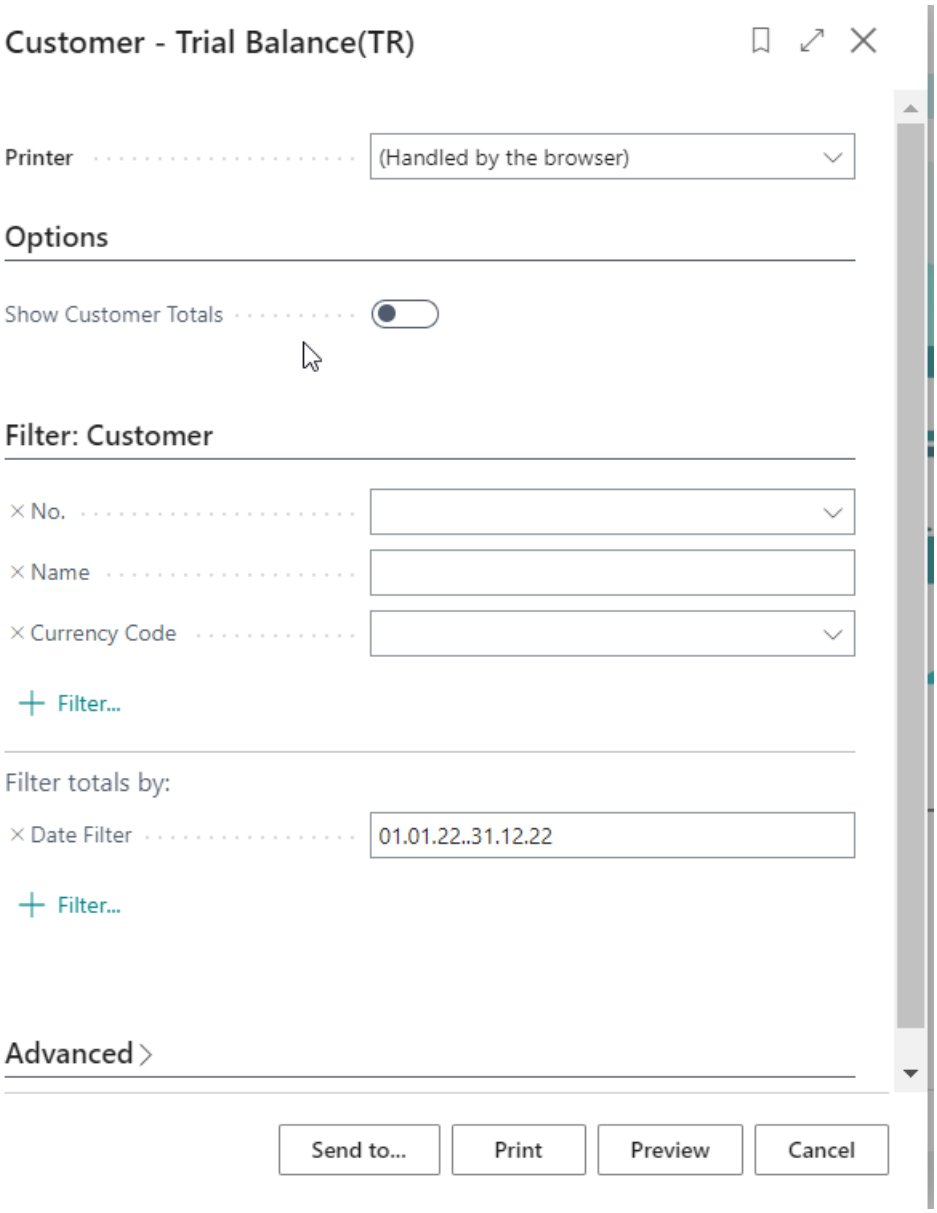


Customer Trial Balance TR

A report that shows the debit and credit totals and balances of current accounts as of a specific date.

Steps to Follow

- The report can be accessed by typing Customer Trial Balance Tr in the search field.
- The report is run by providing the relevant account and date filters.

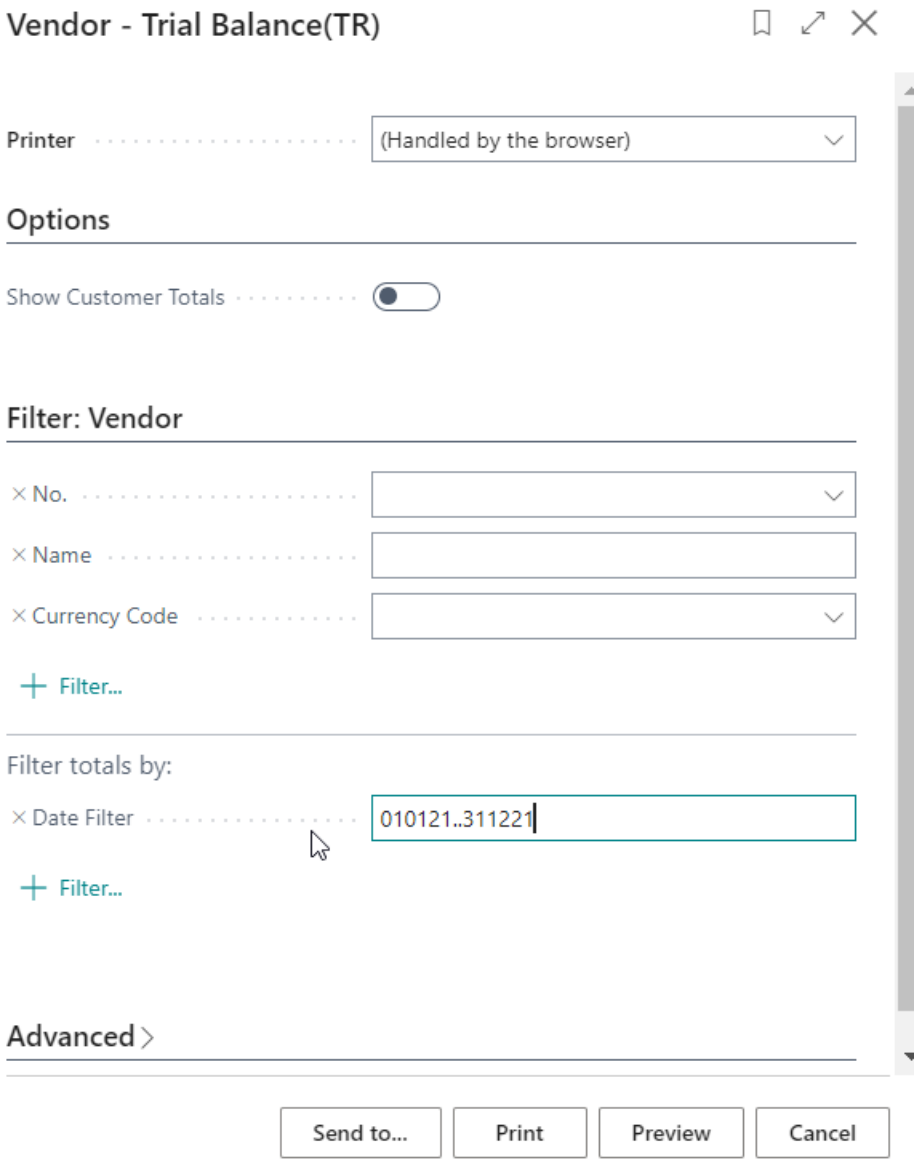


Vendor Trial Balance TR

A report that shows the debit and credit totals and balances of current accounts as of a specific date.

Steps to Follow

- The report can be accessed by typing Vendor Trial Balance Tr in the search field.
- The report is run by providing the relevant account and date filters.

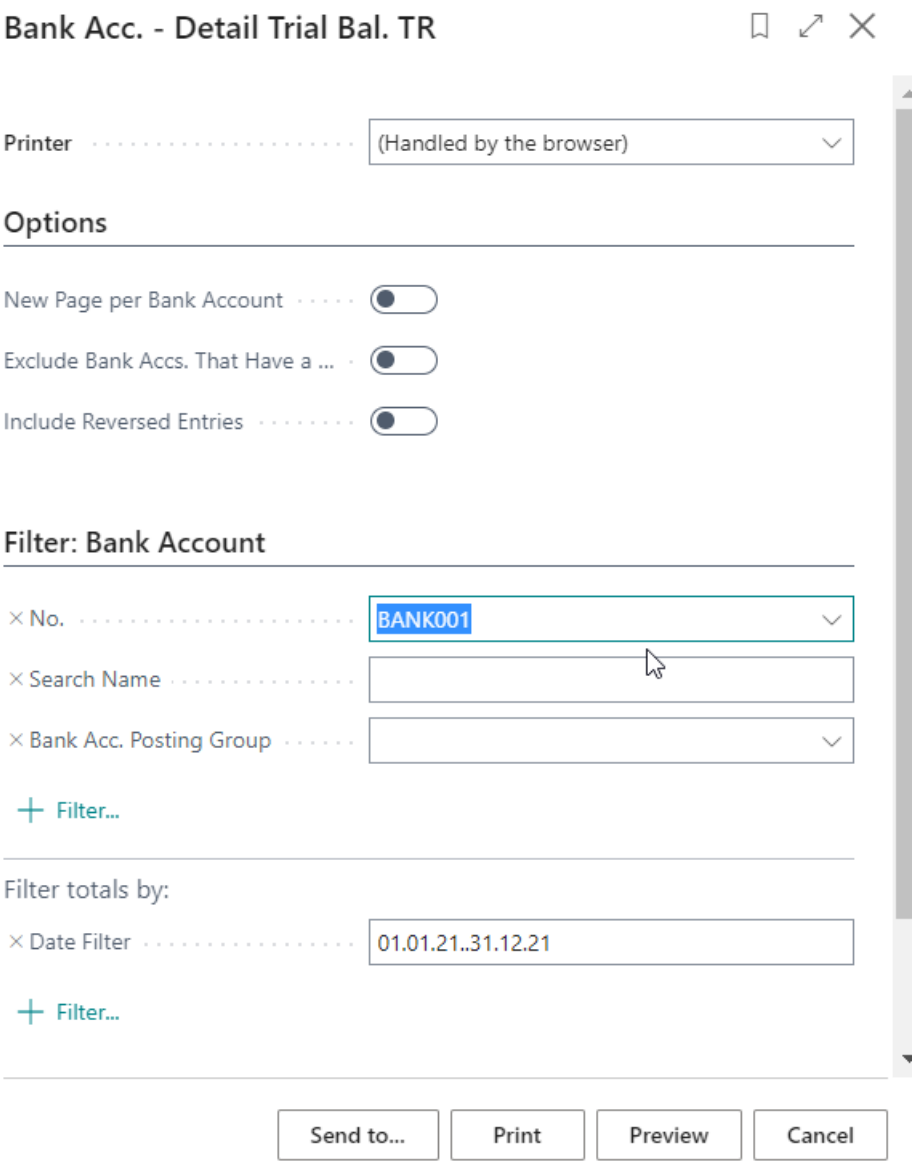


Bank Acc. - Detail Trial Bal. TR

A report that shows the transactions of bank accounts as of a specific date.

Steps to Follow

- The report can be accessed by typing Bank Detail Trial Balance Tr in the search field.
- The report is run by providing the relevant account and date filters.

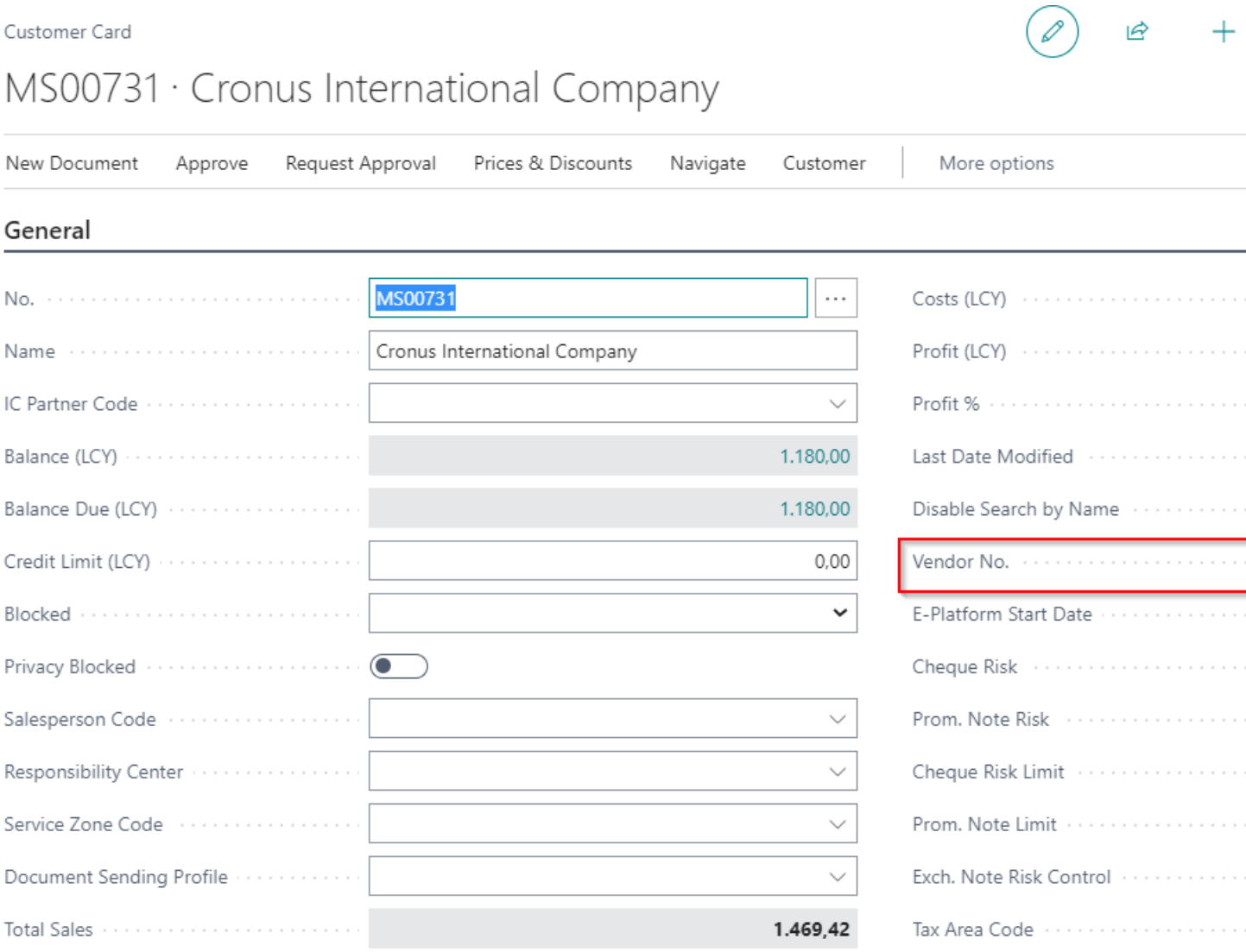


Customer Vendor Trial Balance TR

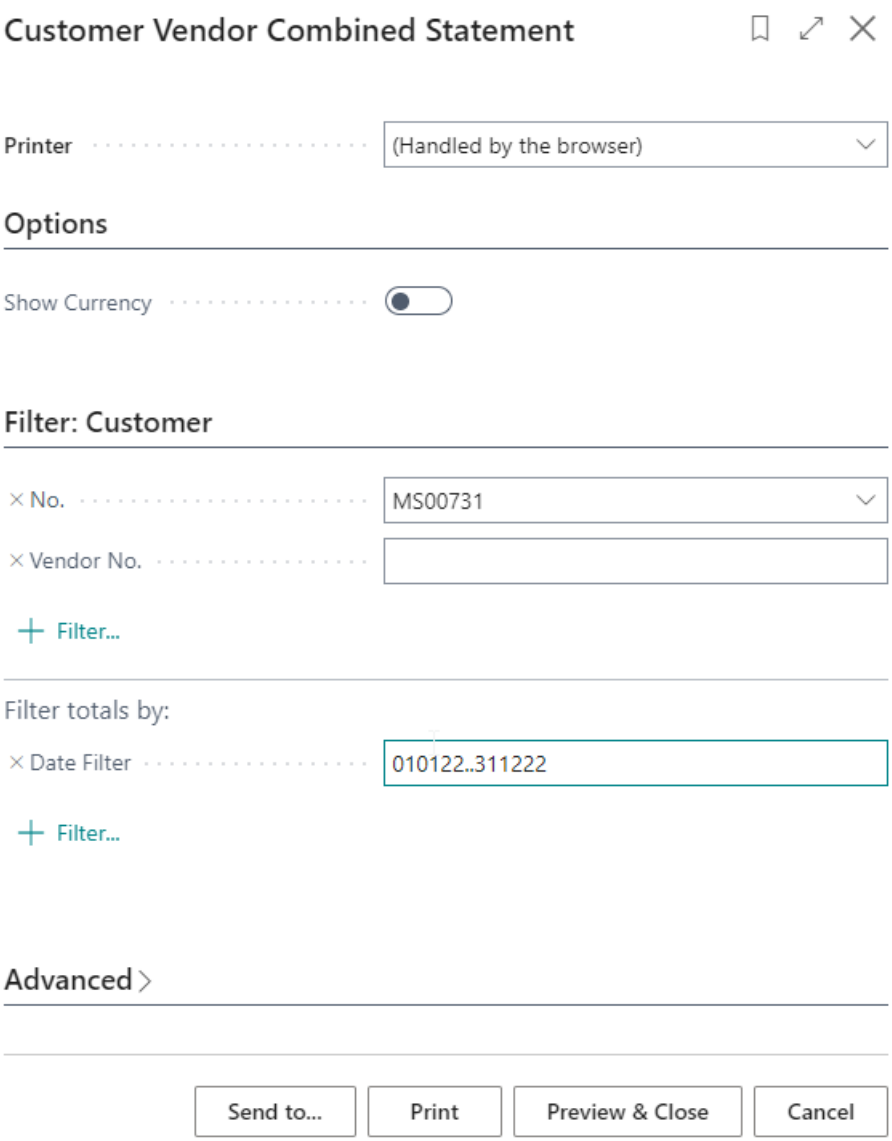
Some Currents can be defined as both customers and vendors in the program. This report can be used to show the transactions of the two currents in a single statement.

Steps to Follow

- The vendor code of the relevant current is defined on the Customer Card.



- The report can be accessed by typing Customer Vendor Trial Tr in the search field.
- The report is run by providing the relevant account and date filters.

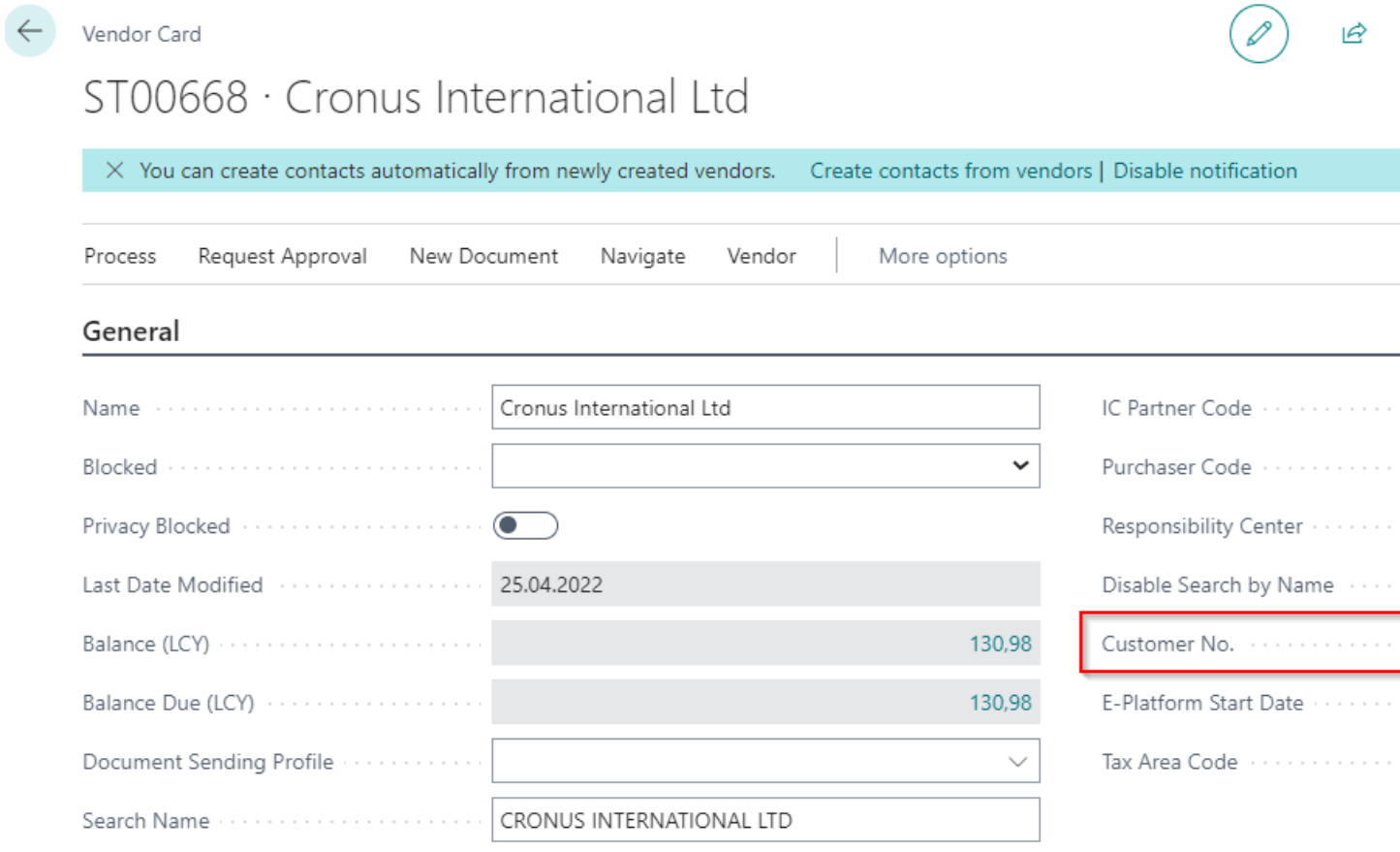


Vendor Customer Trial Balance TR

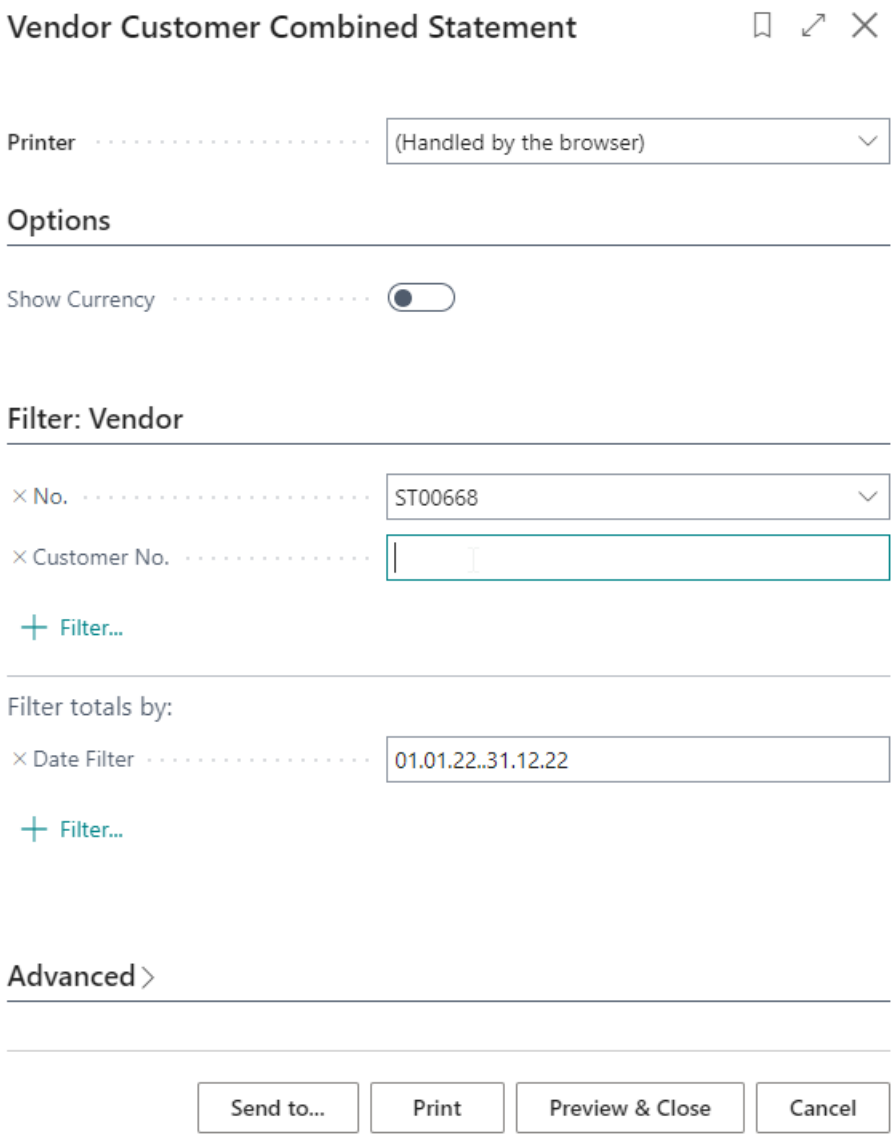
Some Currents can be defined as both customers and vendors in the program. This report can be used to show the transactions of the two currents in a single statement.

Steps to Follow

- The customer code of the relevant current is defined on the Vendor Card.



- The report can be accessed by typing Vendor Customer Trial Tr in the search field.
- The report is run by providing the relevant account and date filters.


Vendor Customer Combined Statement
Printer
(Handled by the browser)
Options
Show Currency
Filter: Vendor
No.
ST00668
Customer No.
Filter...
Filter totals by:
Date Filter
01.01.22..31.12.22
Filter...
Advanced
Send to...
Print
Preview & Close
Cancel