

CONFIGURATION

COMPANY BANK ACCOUNTS

Company Configuration refers to the process of setting up and adjusting the system's global parameters to align with the specific needs and work flows of your specific business.

Company configuration is set up during the implementation process, and is not usually amended down the line. Implementation of new functionality post implementation, may require additional configuration.

The options selected are discussed with management and set up according to the company's requirements.

Configuration Flags are settings (or options) that enable or disable certain features or functionalities that tailor the system to meet your business requirements.

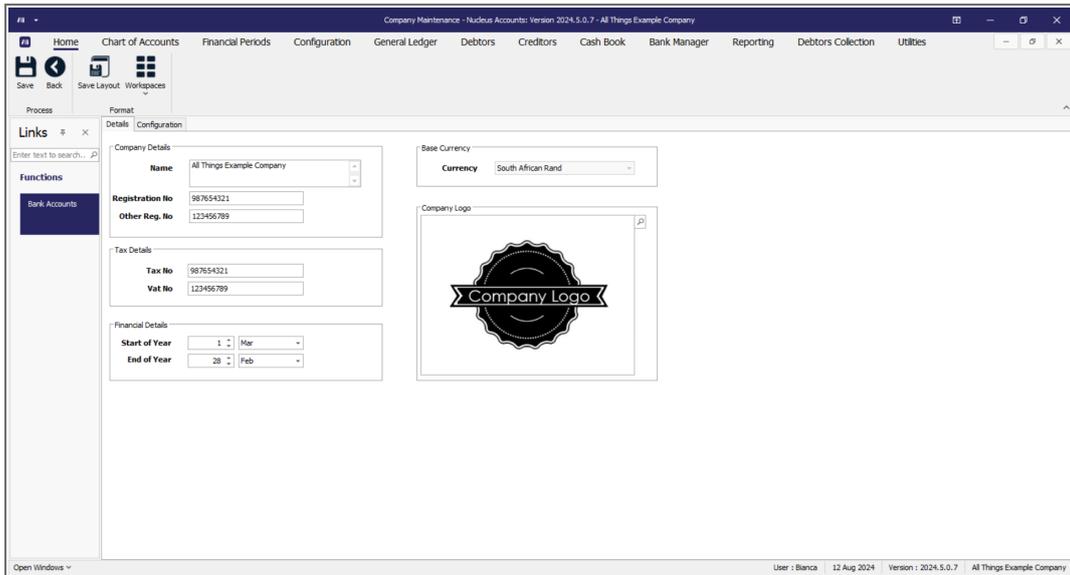
COMPANY MAINTENANCE SCREEN

Open the **Company Maintenance** screen, if not already open.

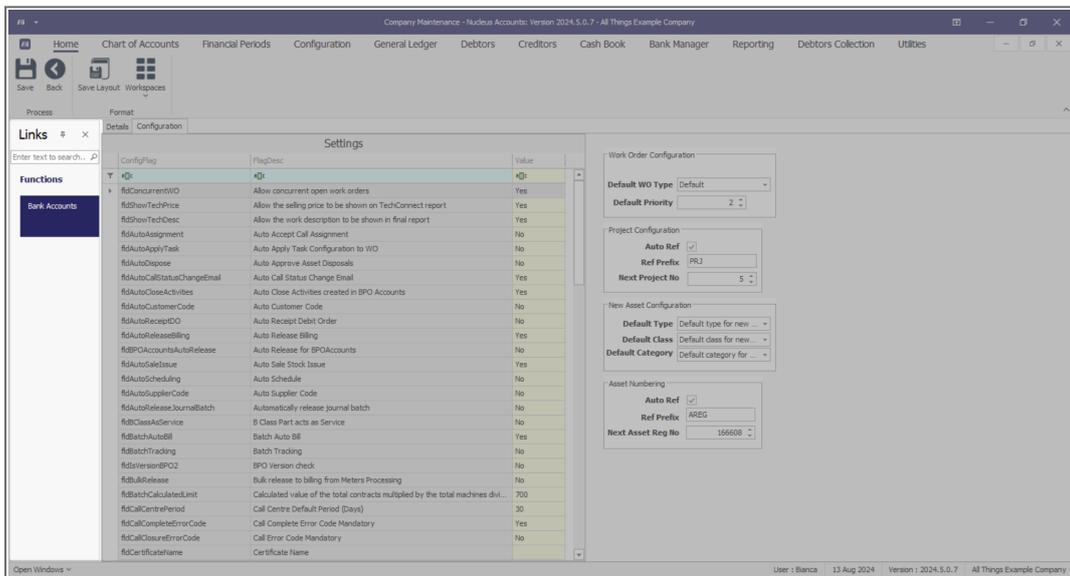
Ribbon Select **Configuration - Company**



- The **Company Maintenance** maintain screen will be displayed.
- This screen is divided into a **Links** panel, **Details** tab and **Configuration** tab.



- Click on the **Bank Accounts** tile.



BANK ACCOUNT LISTING SCREEN

- The **Bank Accounts** listing screen will be displayed.

Banking Details for : All Things Example Company - Nucleus Accounts: Version 2024.5.0.7 - All Things Example Company

Home Chart of Accounts Financial Periods Configuration General Ledger Debtors Creditors Cash Book Bank Manager Reporting Debtors Collection Utilities

Processing Format Cur... Print

Drag a column header here to group by that column

BankName	BranchName	BranchCode	AccountName	AccountNumber	AccountType	BaseCurrency	GLCode	IsDefault	Status
STD	Eastern Cape	987654	All Things - Eastern Cape	123456789	CURRENT	ZAR	8401	No	A
STD	Free State	987654	All Things - Free State	123456789	CURRENT	ZAR	8402	No	A
STD	Gauteng	987654	All Things - Gauteng	123456789	CURRENT	ZAR	8403	No	A
STD	KwaZulu-Natal	987654	All Things - KwaZulu-Natal	123456789	CURRENT	ZAR	8400	Yes	A
STD	Limpopo	987654	All Things - Limpopo	123456789	CURRENT	ZAR	8404	No	A
STD	Mpumalanga	987654	All Things - Mpumalanga	123456789	CURRENT	ZAR	8405	No	A
STD	North West	987654	All Things - North West	123456789	CURRENT	ZAR	8406	No	A
STD	Northern Cape	987654	All Things - Northern Cape	123456789	CURRENT	ZAR	8407	No	A
STD	Western Cape	987654	All Things - Western Cape	123456789	CURRENT	ZAR	8408	No	A
STD	International	987654	All Things - International	123456789	CURRENT	ZAR	8409	No	A

Open Windows User : Bianca 13 Aug 2024 Version : 2024.5.0.7 All Things Example Company

ADD BANK ACCOUNT

- Click on the **Add** button.



- The **Bank Account** maintain screen will open.

Add new bank account - Nucleus Accounts: Version 2024.5.0.7 - All Things Example Company

Home Chart of Accounts Financial Periods Configuration General Ledger Debtors Creditors Cash Book Bank Manager Reporting Debtors Collection Utilities

Processing

Save Back

Bank Account Details:

Bank Name:

Account Name:

Account Number:

Branch Name:

Branch Code:

GL Code:

Base Currency:

Account Type:

Default Account:

User Rights:

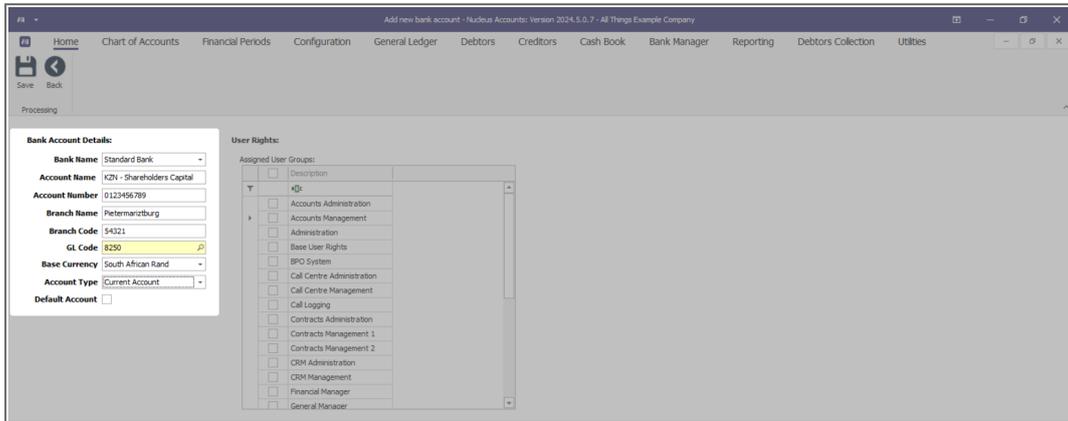
Assigned User Groups:

Description	Assigned
Accounts Administration	<input type="checkbox"/>
Accounts Management	<input type="checkbox"/>
Administration	<input type="checkbox"/>
Base User Rights	<input type="checkbox"/>
SPO System	<input type="checkbox"/>
Call Centre Administration	<input type="checkbox"/>
Call Centre Management	<input type="checkbox"/>
Call Logging	<input type="checkbox"/>
Contracts Administration	<input type="checkbox"/>
Contracts Management 1	<input type="checkbox"/>
Contracts Management 2	<input type="checkbox"/>
CRM Administration	<input type="checkbox"/>
CRM Management	<input type="checkbox"/>
Financial Manager	<input type="checkbox"/>
General Manager	<input type="checkbox"/>

Open Windows User : Bianca 13 Aug 2024 Version : 2024.5.0.7 All Things Example Company

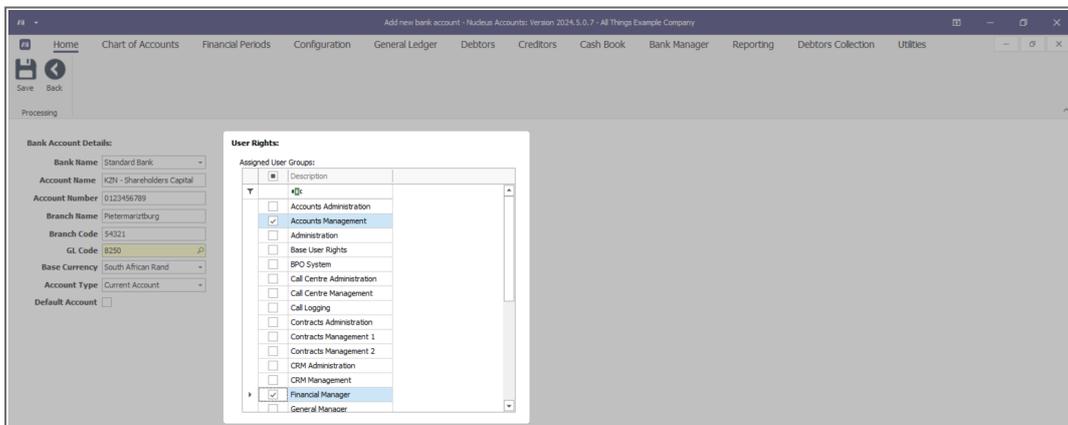
- **Bank Name:** The official name of a financial institution where an individual or business holds an account. Select the Bank Name from the drop down list. These bank names are set up in **Nucleus Configurator** > Static Data > [Bank Names](#).
- **Account Name:** The name of the account holder, which can be an individual or a business. Type in the Account Holder name.
- **Account Number:** is a unique string of numbers (and sometimes letters) assigned to a specific bank account. This number is used to identify the account. Type in the Account Number.
- **Branch Name:** is the physical location of the banking institution. Type in the Branch Name.
- **Branch Code:** is a unique numerical value associated with the branch of the bank. Type in the Branch Code.
- **GL Code:** General Ledger account code associated with this account. All financial transactions processed against this bank account will post to the associated GL Code. Search for and select the GL Code. If the required code does not exist, add as an account in the [Chart of Accounts](#).
- **Base Currency:** This is the Currency used in the country that the company operates. Select the currency from the drop down. If the required currency code is not listed, add the currency in [Nucleus Configurator](#) > Static Data module.
- **Account Type:** refers to the specific category or kind of bank account that a financial institution offers, each designed to meet different financial needs. Select the Account Type from the drop down. If the required Account Type is not listed, add the account type in [Nucleus Configurator](#) > Static Data module.
- **Default Account:** this is the bank account that will be used or selected by default for financial transactions that impact bank accounts. Other bank accounts can be transacted against by

selecting the relevant account in the journal transaction in Nucleus Accounts. Only one Default Account can exist.



User Rights

- **Assigned User Groups:** determines which user groups can process financial transactions against this bank account. Select the relevant user group(s) by marking the check boxes in front of the group.

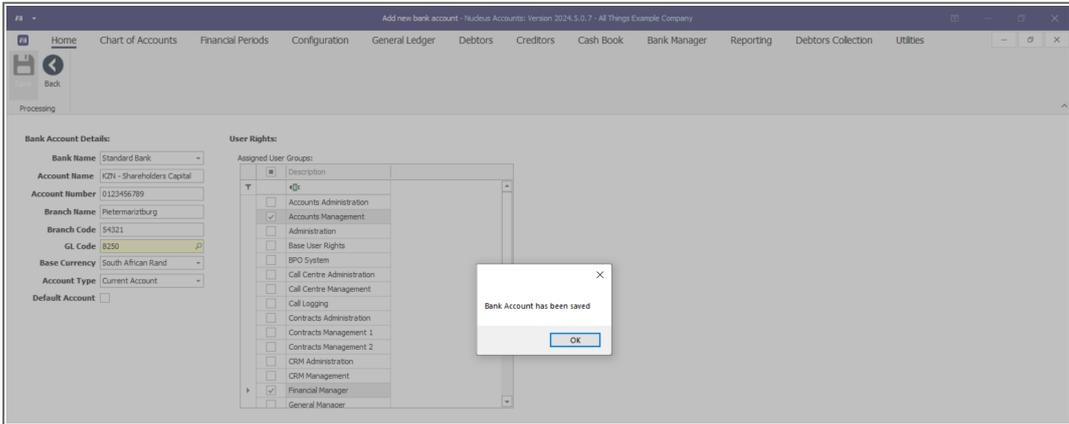


Save

- Click on the **Save** button to ensure all your changes are stored and updated in the system.

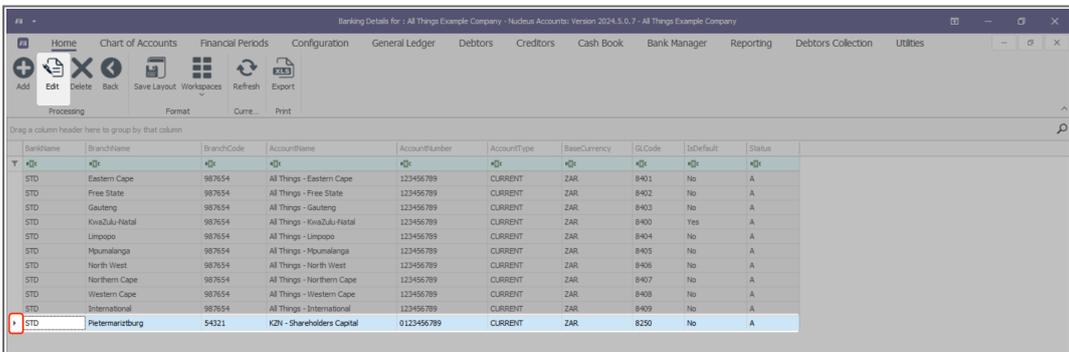


- A message box will come up stating; **Bank Account has been saved.**

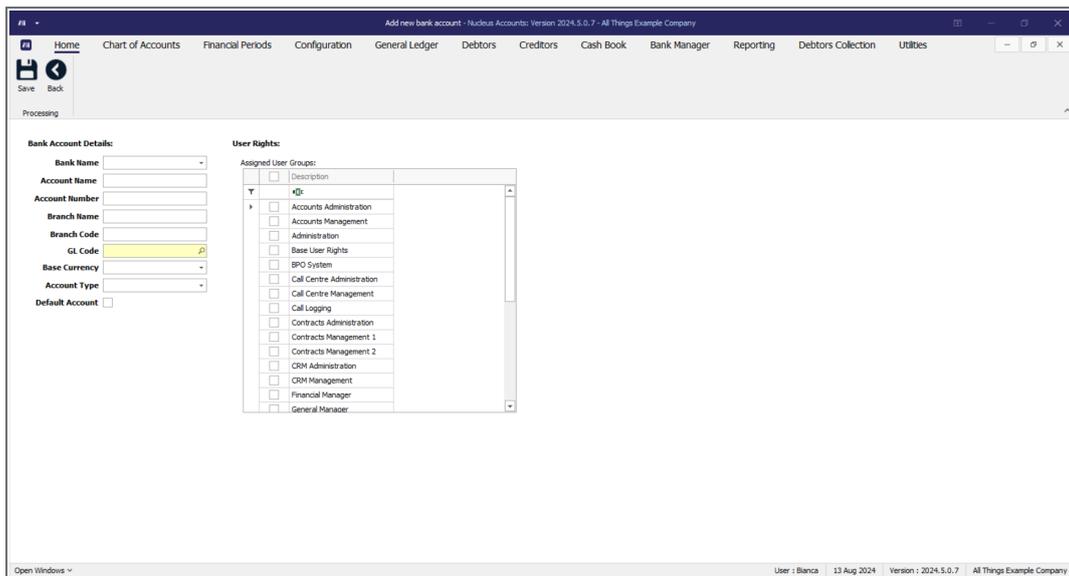


EDIT BANK ACCOUNT

- From the **Bank Accounts listing** screen, select the bank account you need to edit.
- Click on the **Edit** button.

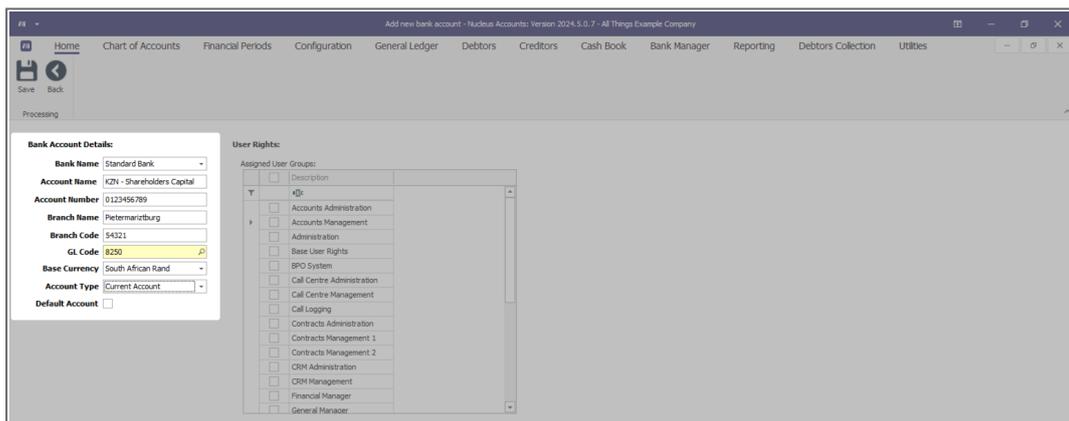


- The **Bank Account** maintain screen will open.



- **Bank Name:** The official name of a financial institution where an individual or business holds an account. Select the Bank Name from the drop down list. These bank names are set up in **Nucleus Configurator** > Static Data > [Bank Names](#).
- **Account Name:** The name of the account holder, which can be an individual or a business. Type in the Account Holder name.
- **Account Number:** is a unique string of numbers (and sometimes letters) assigned to a specific bank account. This number is used to identify the account. Type in the Account Number.
- **Branch Name:** is the physical location of the banking institution. Type in the Branch Name.
- **Branch Code:** is a unique numerical value associated with the branch of the bank. Type in the Branch Code.
- **GL Code:** General Ledger account code associated with this account. All financial transactions processed against this bank account will post to the associated GL Code. Search for and select the GL Code. If the required code does not exist, add as an account in the [Chart of Accounts](#).

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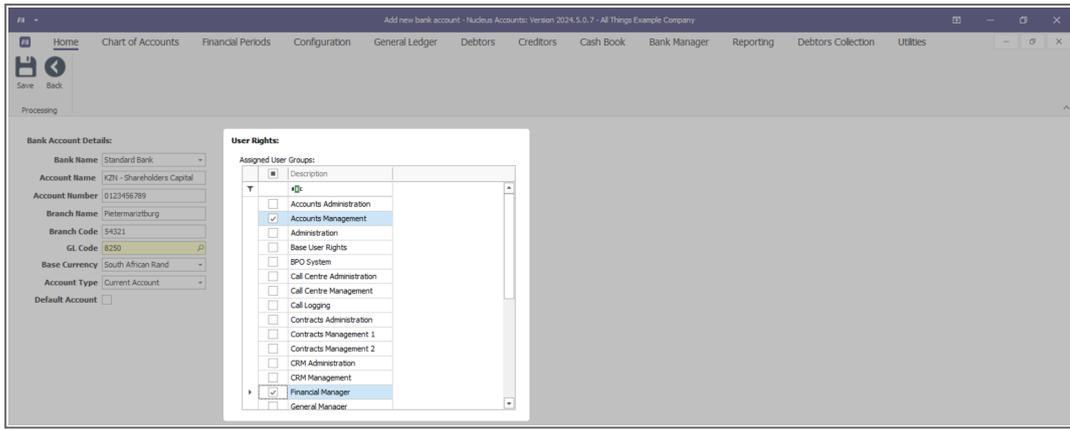


The screenshot shows the 'Add new bank account' configuration window in Nucleus Accounts. The window title is 'Add new bank account - Nucleus Accounts: Version 2024.5.0.7 - All Things Example Company'. The interface includes a navigation menu at the top with options like Home, Chart of Accounts, Financial Periods, Configuration, General Ledger, Debtors, Creditors, Cash Book, Bank Manager, Reporting, Debtors Collection, and Utilities. Below the menu, there are 'Save' and 'Back' buttons. The main content area is split into two panels:

- Bank Account Details:** This panel contains several fields:
 - Bank Name:** Standard Bank (dropdown)
 - Account Name:** KZN - Shareholders Capital
 - Account Number:** 0122456789
 - Branch Name:** Pietermaritzburg
 - Branch Code:** 54321
 - GL Code:** 8230 (dropdown)
 - Base Currency:** South African Rand (dropdown)
 - Account Type:** Current Account (dropdown)
 - Default Account:**
- User Rights:** This panel is titled 'Assigned User Groups' and contains a list of user groups with checkboxes for selection:
 - Accounts Administration
 - Accounts Management
 - Administration
 - Base User Rights
 - BPO System
 - Call Centre Administration
 - Call Centre Management
 - Call Logging
 - Contracts Administration
 - Contracts Management 1
 - Contracts Management 2
 - CRM Administration
 - CRM Management
 - Financial Manager
 - General Manager

User Rights

- **Assigned User Groups:** determines which user groups can process financial transactions against this bank account. Select the relevant user group(s) by marking the check boxes in front of the group.

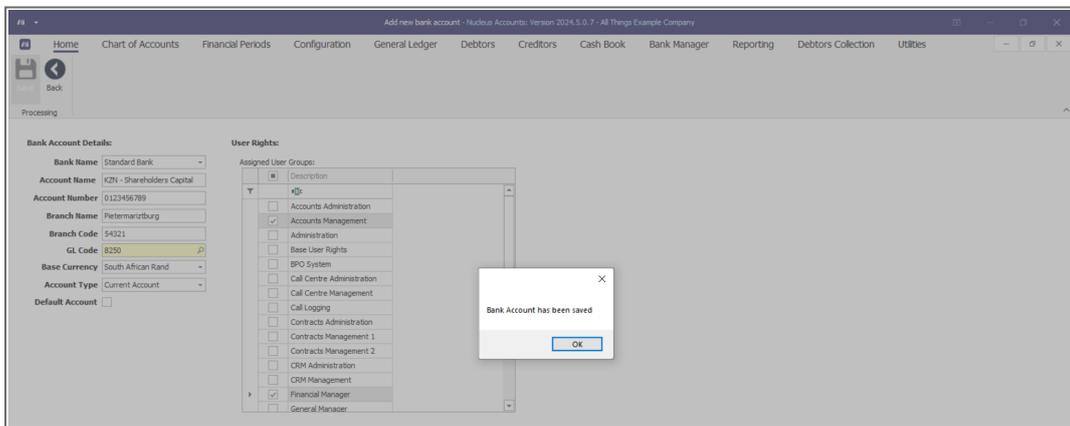


Save

- Click on the **Save** button to ensure all your changes are stored and updated in the system.

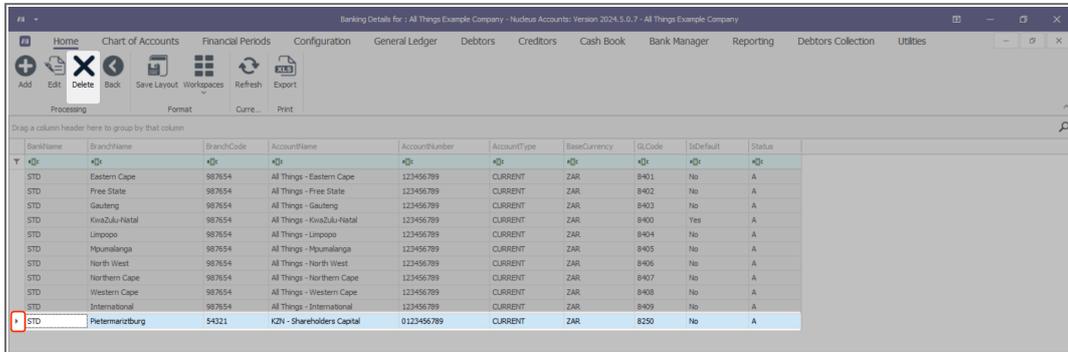


- A message box will come up stating; **Bank Account has been saved.**

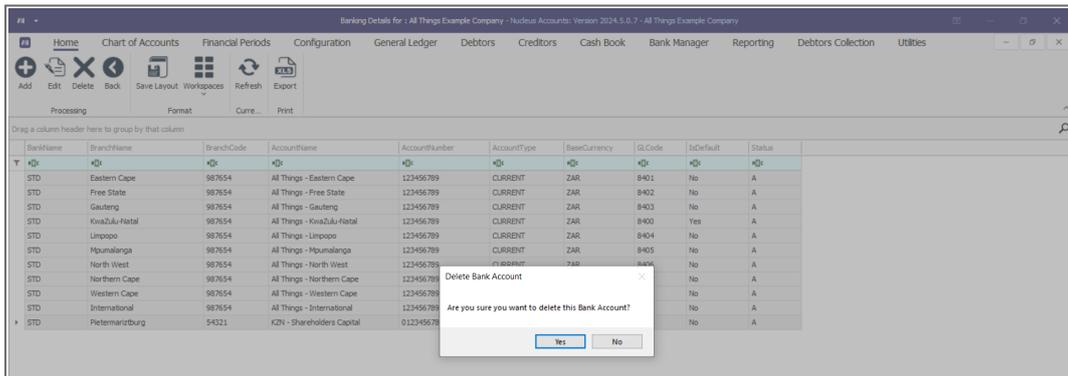


DELETE BANK ACCOUNT

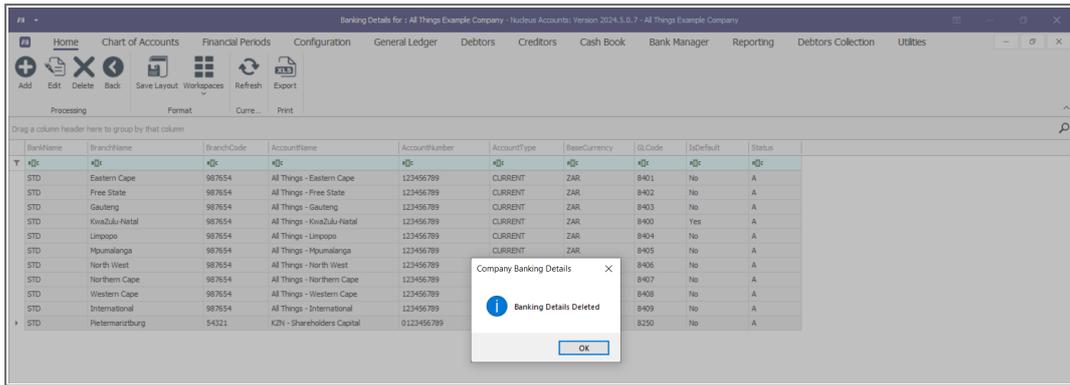
- From the **Bank Accounts listing** screen, select the bank account you need to delete.
- Click on the **Delete** button.



- A message box will come up asking; **Are you sure you want to delete this Bank Account?** Select **Yes** to confirm, otherwise select **No**.



- A message box will come up stating; **Banking Details Deleted**.



Related Topics

- [Introduction to Company Configuration](#)
- [Company Details](#)
- [Configuration Flags](#)
- [Additional Configuration](#)
- [Bank Accounts](#)

ACCT.CNFG.COMP.Banks

