



Sage XRT Business Exchange Version 12.4

Sage Common Services Version 5.1

Bank Statements



Contents



Introduction	6
Before You Begin.....	6
Installation.....	6
Access Rights	6
Connection	7
Migration	7
Account statement.....	7
Account Groups.....	9
Import.....	10
Dematerialization	10
Account File to Account Repository	10
Manual Import.....	10
Integrity Check.....	11
Continuity Check	11
Import Modes.....	11

Result.....	13
Automatic Import.....	14
Post-Transfer Exit.....	14
VBS.....	14
Groups.....	15
Creation.....	15
Modification.....	17
Deletion.....	18
Account statement.....	19
Options.....	19
Balances.....	19
Transaction Date by Bank.....	19
History.....	20
Transaction Date by Account.....	22
List.....	22
History.....	24
Access to Transactions.....	26
Adjustment of Balances on Transaction Date.....	27
Initializing Balances in Value Date.....	28
Value Date by Bank.....	28
History.....	30
Value Date by Account.....	31
List.....	31
History.....	33
Access to Transactions.....	35
Adjustment of Balances on Value Date.....	36
Pool Balances.....	37
Transaction Date.....	37
History.....	38
Value Date.....	39
History.....	40
Transactions.....	43

BTC_DESCRIPTION Transcoding Table.....	44
Intraday Statements.....	46
Options (User Preferences)	46
Forecast Balances	46
By bank	47
By Account.....	47
Access to Transactions	49
Pool Forecast Balances	50
Forecast Transactions.....	51
BTC_DESCRIPTION Transcoding Table.....	52
Export	54
Setup.....	54
Creation	54
Identification	54
Scope	55
Presentation	56
Generation.....	57
Data Activation and Four-Eye Rule.....	58
Modification	59
Deletion	59
Documents	59
Reporting	61
Setup.....	61
Creation	61
Identification	62
Scope	63
Presentation	64
Generate.....	64
Data Activation and Four-Eye Rule.....	65
Modification	66
Deletion	66
Documents	67

Audit **68**
 Setup..... 68
 Audits..... 68
Purge **70**

Introduction

Sage Common Services 5.1 provides a service of bank statements management (bank statements, intraday statements, transaction statements, charges statements). This module can be used as a standalone product or it can be integrated to **Sage XRT Business Exchange** platform as of version 12.4.

This document explains how to use this service from **Online Banking** site of **Sage XRT Business Exchange**.

Before You Begin...

Installation

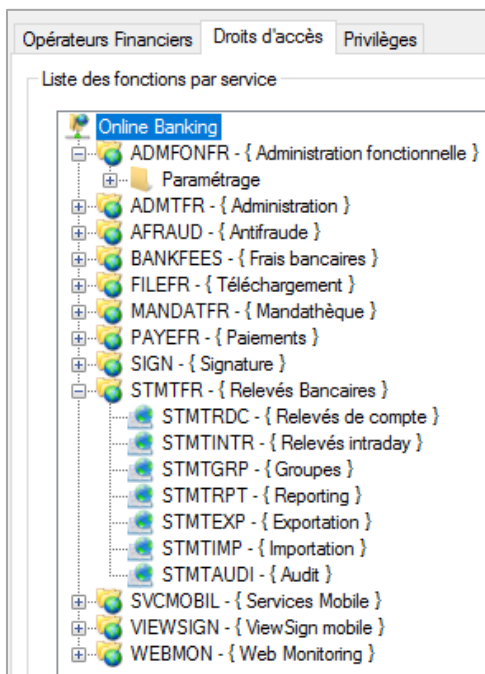
To operate **Bank Statements** module through **Online Banking** site, the current tenant must contain both **Sage XRT Common Services** and **Sage XRT Business Exchange**.

Access Rights

You can define the rights for profiles to access **Bank Statements** functions in **Sage XRT Business Exchange Contract Manager**.

Select a profile and click the **Access Rights** tab.

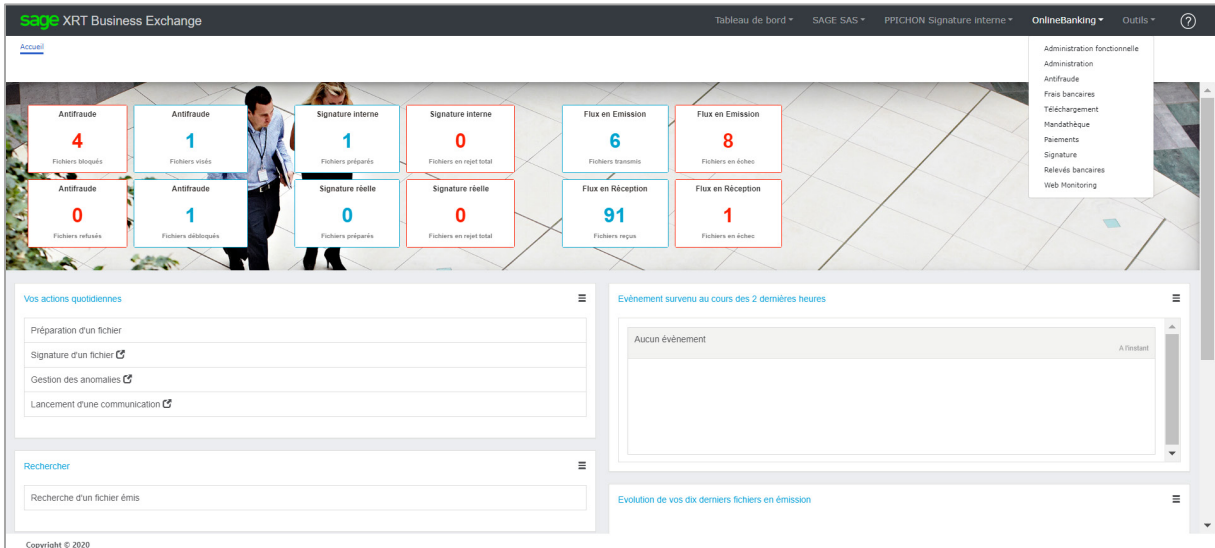
In the treeview, expand **STMTFR** and grant rights by function. Do not forget to **Validate** your selection.



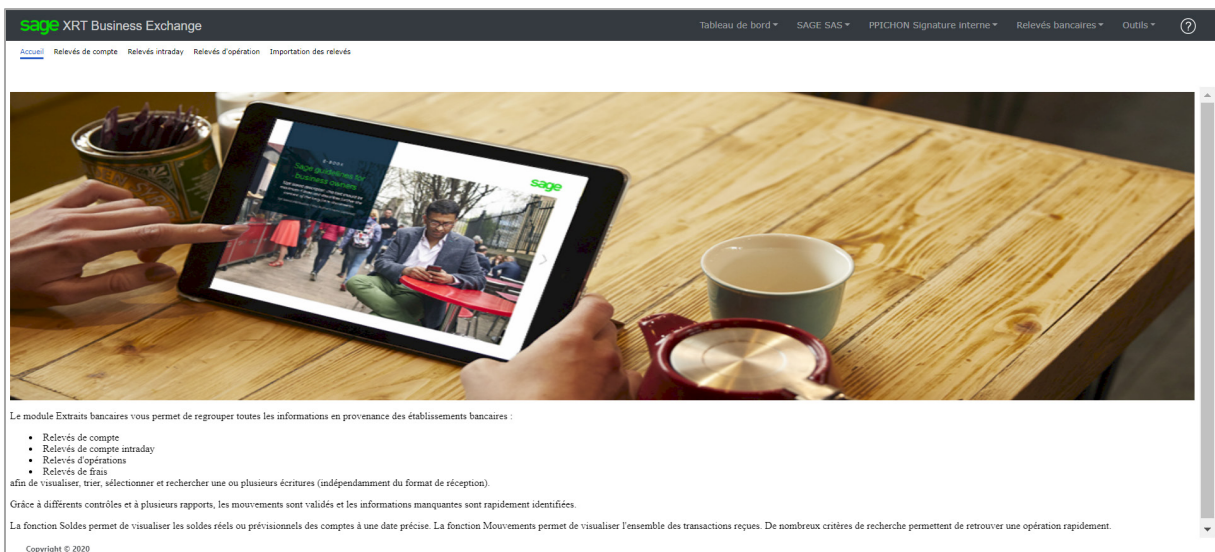
Introduction

Connection

Connection to Sage XRT Business Exchange Online Banking portal has not been modified.



To access the module, select **Bank Statements** from the **Online Banking** menu.



Migration

Account statement

The migration process entails two steps.

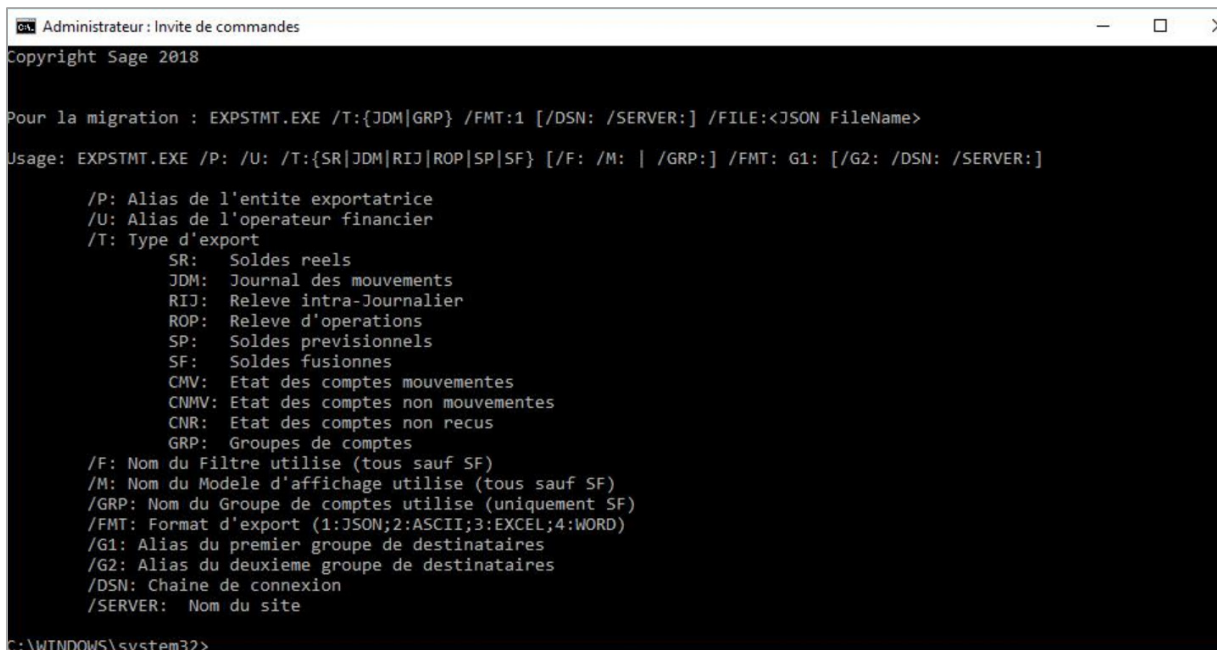
The first one consists in exporting transactions from the database to migrate, which generates a JSON file.

Introduction

For the migration, execute *EXPSTMT.exe* available in **C:\Program Files\Sage\Sage XRT Business Exchange**.

Here are the parameters specific to the transaction migration:

- **/FMT**: specify 1 (JSON).
- **/T**: specify JDM.
- **/FILE**: specify the name of the JSON file to generate.



```
Administrateur : Invite de commandes
Copyright Sage 2018

Pour la migration : EXPSTMT.EXE /T:{JDM|GRP} /FMT:1 [/DSN: /SERVER:] /FILE:<JSON FileName>

Usage: EXPSTMT.EXE /P: /U: /T:{SR|JDM|RIJ|ROP|SP|SF} [/F: /M: | /GRP:] /FMT: G1: [/G2: /DSN: /SERVER:]

/P: Alias de l'entite exportatrice
/U: Alias de l'operateur financier
/T: Type d'export
    SR: Soldes reels
    JDM: Journal des mouvements
    RIJ: Releve intra-Journalier
    ROP: Releve d'operations
    SP: Soldes previsionnels
    SF: Soldes fusionnes
    CMV: Etat des comptes mouvements
    CNMV: Etat des comptes non mouvements
    CNR: Etat des comptes non recus
    GRP: Groupes de comptes
/F: Nom du Filtre utilise (tous sauf SF)
/M: Nom du Modele d'affichage utilise (tous sauf SF)
/GRP: Nom du Groupe de comptes utilise (uniquement SF)
/FMT: Format d'export (1:JSON;2:ASCII;3:EXCEL;4:WORD)
/G1: Alias du premier groupe de destinataires
/G2: Alias du deuxieme groupe de destinataires
/DSN: Chaîne de connexion
/SERVER: Nom du site

C:\WINDOWS\system32>
```

The second step consists in importing the JSON file containing the migrated transactions (see section *Manual Import*).

Use *migratestmtfromsbe.vbs* available in **C:\Program Files\Common Files\xrt\Tasks** to launch the import of the migrated transactions file from its generation by the export processing.

- **/FILE**: path and name of the file to import
- **/WORKGROUP**: tenant name
- **/RPTFILE**: path and name of the report to generate

Important! The purging process is triggered 90 days after the transaction date of the migrated transactions. You can modify this parameter before importing the migrated transactions. See the *Purge* section for more information.

Account Groups

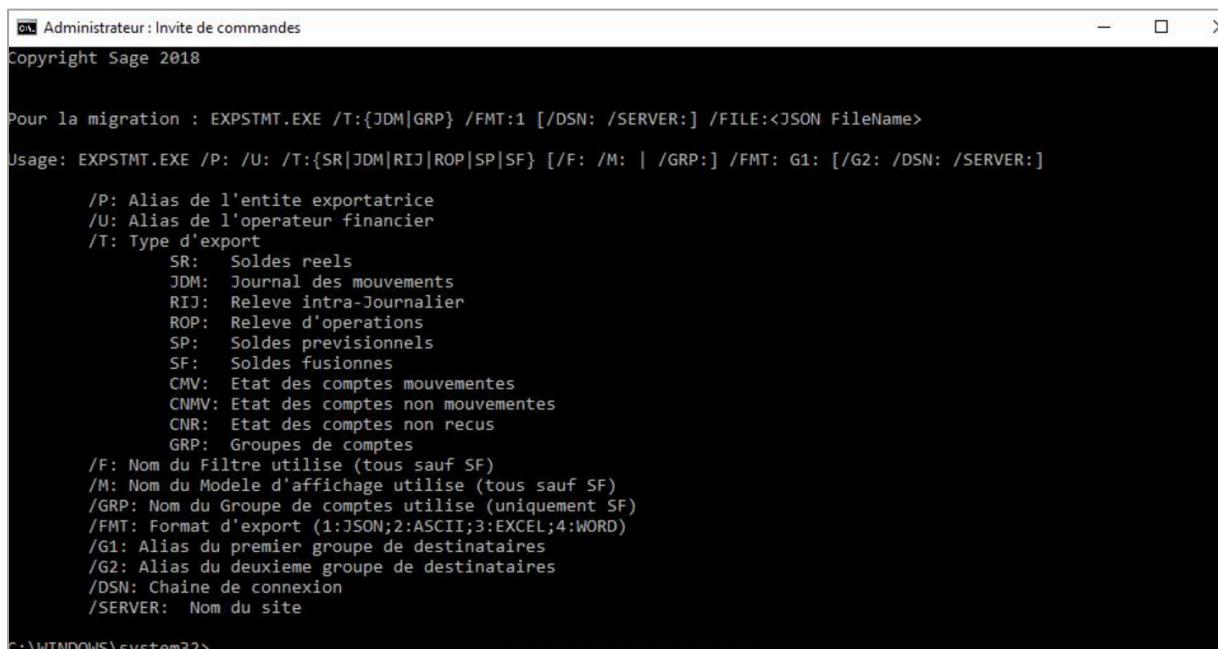
The migration process entails two steps.

The first one consists in exporting account groups from the database to migrate, which generates a JSON file.

For the migration, execute *EXPSTMT.exe* available in **C:\Program Files\Sage\Sage XRT Business Exchange**.

Here are the parameters specific to the transaction migration:

- **/FMT**: specify 1 (JSON).
- **/T**: specify GRP.
- **/FILE**: specify the name of the JSON file to generate.



```
Administrateur : Invite de commandes
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Pour la migration : EXPSTMT.EXE /T:{JDM|GRP} /FMT:1 [/DSN: /SERVER:] /FILE:<JSON FileName>

Usage: EXPSTMT.EXE /P: /U: /T:{SR|JDM|RIJ|ROP|SP|SF} [/F: /M: | /GRP:] /FMT: G1: [/G2: /DSN: /SERVER:]

/P: Alias de l'entite exportatrice
/U: Alias de l'operateur financier
/T: Type d'export
    SR: Soldes reels
    JDM: Journal des mouvements
    RIJ: Releve intra-Journalier
    ROP: Releve d'operations
    SP: Soldes previsionnels
    SF: Soldes fusionnes
    CMV: Etat des comptes mouvements
    CNMV: Etat des comptes non mouvements
    CNR: Etat des comptes non recus
    GRP: Groupes de comptes
/F: Nom du Filtre utilise (tous sauf SF)
/M: Nom du Modele d'affichage utilise (tous sauf SF)
/GRP: Nom du Groupe de comptes utilise (uniquement SF)
/FMT: Format d'export (1:JSON;2:ASCII;3:EXCEL;4:WORD)
/G1: Alias du premier groupe de destinataires
/G2: Alias du deuxieme groupe de destinataires
/DSN: Chaîne de connexion
/SERVER: Nom du site

C:\WINDOWS\system32>
```

The second step consists in importing the JSON file containing the migrating account groups, which requires the group creation right.

Use *StmtGrpImpBatch.vbs* in **C:\Program Files\Common Files\xrt\Tasks** with the arguments:

- **/FILE**: path and name of the file to import
- **/WORKGROUP**: tenant name
- **/RPTFILE**: path and name of the report to generate

Note: The exported file cannot be automatically imported.

Import

The import of statements can be launched automatically or manually for any statement type (account statements, intraday statements, etc.).

Dematerialization

The files to be imported are bank statements.

The available formats for account statements are: AFB120, MT940, CAMT053 or AEB43 and for *intraday* statements: MT942 or CAMT052.

Note: Each statement is converted into a JSON flow specific to each statement type through a processing located in **Sage Bank Format Library** (e.g.: MT940_2_NEXTBKMVT), before dematerialization into **Sage Common Services** database.

Account File to Account Repository

Problems may arise from the reconciliation of the account number conveyed by the bank file and the account number as specified in **Sage XRT Business Exchange** repository. To avoid such problems, use the transcoding table: **ACCTFILE_TO_ACCTREF**. It draws correspondences between the account number conveyed by the bank file and the account number as specified in **Sage XRT Business Exchange** repository.

Example: In an MT940 file, tag 25 contains the string AGRIFRPP98271827182 which corresponds to the account number FR7611111222228271827182 in **Sage Business Exchange** repository.

Manual Import

Select the **Statements Import** menu and the **Job creation** function.

Click within the frame to open the file explorer and select the bank file to import.

Import

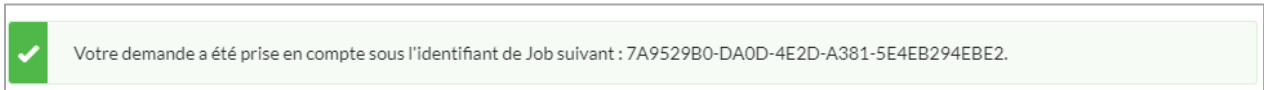
Select an import mode: **Error**, **Add**, **Replace**.

Specify the **Statement Type**, then its format.

For the **Account Statement** type, two checking options are available:

- Integrity Check
- Continuity Check

Click the **Send** button, a **Job identifier** is then assigned.



Integrity Check

During the account statement processing, the Closing Balance on Transaction Date is checked: it must be equal to the Opening Balance on Transaction Date.

When integrity has been breached, the statement is rejected with the reason: error during integrity check.

Continuity Check

During the account statement processing, the following elements are checked:

- The continuity of dates, ensuring that the opening date of the statement to import corresponds to or comes after the date of the last known final balance. Otherwise, the statement is rejected for **contrôle_continuity_error 1**.
- The continuity of balances, ensuring that the last known final balance corresponds to the opening balance of the statement to import. Otherwise, the statement is rejected for **contrôle_continuity_error 3**.
- The absence, in the database and for the account, of transactions which transaction date corresponds to or comes after the date of the final balance of the statement to import. Otherwise, the statement is rejected for **contrôle_continuity_error 2**.

Import Modes

This option enables the definition of the import task: **Error** (default), **Add**, **Replace**.

In **Error** mode in the following situations:

- There is in the database and for the account and its currency, an account statement which opening balance date corresponds to the date of the opening balance date of the statement to import. In this case, the statement is rejected.
- There is in the database and for the account and its currency, an *intraday* statement with the same creation date and time as the creation date and time of the statement to import. In this case, the statement is rejected.

In **Replace** mode in the following situations:

Import

- There is in the database and for the account and its currency, an account statement which opening and closing conditions (date and balance) are identical to the same conditions of the statement to import. In this case, the first statement is destroyed and replaced by the newly imported statement.
- There is in the database and for the account and its currency, an *intraday* statement with the same creation date as the creation date of the statement to import. In this case, the statement found is destroyed and replaced by the newly imported statement.

In **Add** mode in the following situations:

- There is in the database and for the account and its currency, a statement which opening balance date corresponds to the opening balance date of the statement to import. In this case, the statement found is completed with the transactions of the imported statement and the final balance is not recalculated.
- There is in the database and for the account and its currency, an *intraday* statement with the same creation date as the creation date of the statement to import. In this case, the statement found is completed with the transactions of the imported statement.

In **RIB_BIC_OWNER_AVBAL** transcoding table, the **BIC** and **ACCOUNTOWNER** elements must be specified for each account to ensure the smooth operation of the importing process.

When these elements are available within the file to import, no manual intervention is required: they are automatically created.

When the **BIC** element is not available within the file to import, the BIC associated with the account number is retrieved (**RIB_DESC** and **BIC_DIRECTORY** tables are searched).

When found, it is automatically inserted into **RIB_BIC_OWNER_AVBAL** table, otherwise, it must be manually completed.

When the **ACCOUNTOWNER** element is not available within the file to import, it is automatically positioned and becomes editable.

Import

Result

Select the **Statements Import** menu and the **Job monitoring** function.

To view the result of the import processing, enter the corresponding **Job ID** and click the **Send** button.

The screenshot shows the 'Importation des relevés - Suivi d'un job' page in the Sage XRT Business Exchange. It features a navigation bar at the top with 'Tableau de bord', 'SAGE SAS', 'PITCHON Signature interne', 'Relevés bancaires', and 'Outils'. The main content area has a sidebar with 'Création d'un job' and 'Suivi d'un job'. The 'Suivi d'un job' section contains an 'Id Job' input field with the value '7A9529B0-DA0D-4E2D-A381-5E4EB294EBE2' and an 'Envoyer' button.

The JSON file contains the result with the report file encoded in base64 (*file* node). This file is edited in the **Result Flow** area.

The screenshot displays two sections of the 'Flux résultat' area. The top section, 'Flux résultat', shows a JSON object with an 'error' field (description: '', number: 0) and a 'file' field containing a long base64-encoded string. The bottom section, 'Décodage du fichier', shows a decoded JSON object with a 'statement_list' array containing one statement object. This object includes 'ibanaccountid', 'statementid', and 'status' (created). It also includes summary fields: 'nbrstmtcreated' (1) and 'nbrstmtrejected' (0).

The **File decoding** area enables you to decode the file node of the **Result Flow**. This is a JSON flow specifying, for each statement, the linked account number, the statement ID, the statement status as well as the number of statements created and rejected.

Note: In partial mode for a file containing several statements, when one of the statements is rejected during the check process, the others continue with their processing.

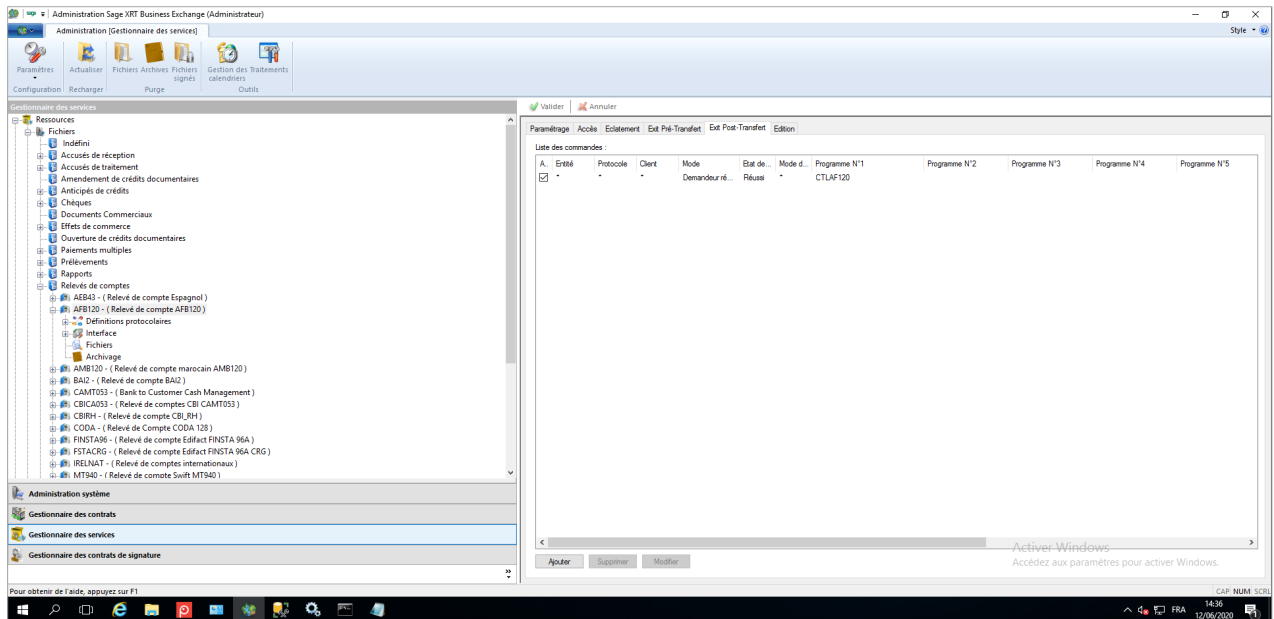
Import

Automatic Import

Post-Transfer Exit

The import of the received statement files (database breakdown) can be automated through the post transfer exit provided on the corresponding file service, in **Sage XRT Business Exchange Service Manager**.

Example for the file service of **Account statements – AFB120**



Note: CAMT052 Intraday Statements does not belong to the standard delivery and has no post-transfer exit.

VBS

Use *stmtimp.vbs* available in **C:\Program Files\Common Files\xrt\Tasks** to launch the import in batch mode.

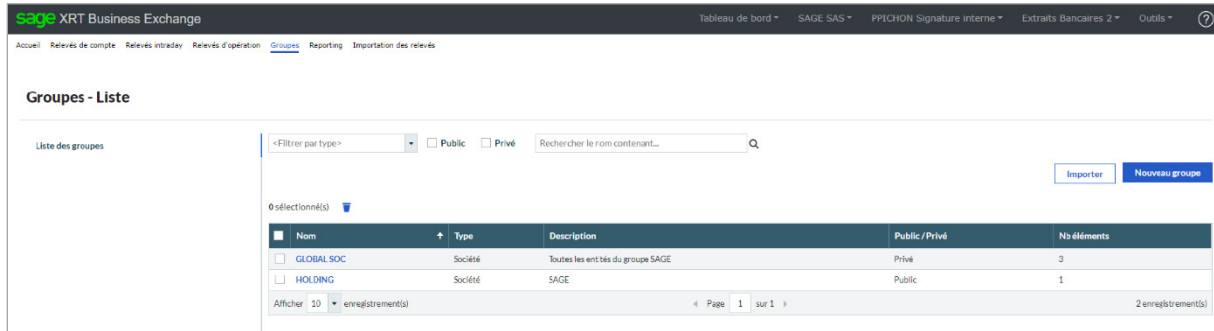
- **/FILE:** path and name of the file to import
- **/WORKGROUP:** tenant name
- **/RPTFILE:** path and name of the report to generate

Groups

Groups

The group concept enables the fusion of data. Groups consist of companies, banks or accounts and gather all their data.

Select the **Groups** menu and the **Group List** function.



The table below lists the existing and authorized groups.

Important! Only the group's creator can modify or delete it.

You can filter the group list by **Type** (company groups, bank groups or account groups), by **Public** or **Private** feature and by **Name**.

Creation

To create groups, click the **Add Group** button.

Nom*

Description

Type de groupe*

Public Privé ?

Enregistrer Annuler

Specify a group **Name**: this mandatory name must be unique.

Add a **Description** to complete the group identification.

Select the Group Type: **Company**, **Bank** or **Account**.

Groups

Specify **Public** or **Private**: public groups are available to all users, private groups are available only to the user who created them.

Création d'un groupe

Nom*

Description

Type de groupe*

Société

Public Privé ?

0 sélectionné(s) +

Société

Enregistrer Annuler

According to the selected type, click the + icon. Another window appears to define the elements of the group.

Ajout d'une société

Société

ENT1 - ENTITE 1

ENT2 - ENTITE 2

SAGE - SAGE SAS

Enregistrer Annuler

For the **Company** group type, the available elements include all entities except for the financial institutions registered in **Sage XRT Business Exchange** for which you have access to one account at least. The list displays the alias and description of the available entities.

For the **Bank** group type, the available elements include all the financial institutions registered in **Sage XRT Business Exchange** for which you have access to one account at least. The list displays the BIC code of the available banks.

For the **Account** group type, the available elements include all the accounts registered in **Sage XRT Business Exchange** to which you have access. The list displays the available local account numbers. This list can be filtered by company, bank and currency.

Note: For the potential multi-currency accounts (account currency specified after the local account number), the list only displays the local account number section with no specification of the currency.

Groups

Select the elements you want for the group and click **Save** to link them to the group.

Création d'un groupe

Nom*
Groupe 1

Description
Groupe sociétés FR

Type de groupe*
Société Public Privé ?

0 sélectionné(s)

- Société
- ENT1 - ENTITE 1
- SAGE - SAGE SAS
- ENT2 - ENTITE 2

Enregistrer **Annuler**

The selected elements are displayed onscreen.

To add another element, click the **+** icon.

To delete an element, select it and click the *bin* icon.

Then click the **Save** button to save the group and its content.

Modification

Important! Only the group's creator can modify it.

To modify one group, click on its description from the group list.

Modification du groupe HOLDING

Nom*
HOLDING

Description
SAGE

Type de groupe*
Société Public Privé ?

0 sélectionné(s)

- Société
- SAGE - SAGE SAS

Enregistrer **Annuler**

Groups

You cannot change the **Name** nor the **Group Type**.

The content of the group can be modified by adding (icon **+**) or by removing (selection and *bin* icon) elements.

Then click the **Save** button to save your group modifications.

Deletion

Important! Only the group's creator can delete it.

To delete a group, select it from the group list and click the *bin* icon.

Account statement

This menu provides you with a view of all the balances for the accounts you have access to. So, you can view the actual or forecast balances, individually or as a pool, by bank or by set up group, as well as the transactions of the imported statements.

Options

You can use options to:

- Display balances by bank or directly by account when viewing account balances
- Access the details of the displayed balances
- Include intraday transactions into the calculation of forecast balances
- Apply the default criteria on the transaction list

To set up these options, select the **Account Statements** menu, then the **Options** function.

Actuel Relevés de compte Relevés intraday Groupes Reporting Exportation Importation Audit

Relevés de compte - Options

Soldes Afficher l'aide pour le calcul des soldes

Soldes fusionnés Prise en compte des intradays

Mouvements Afficher les soldes directement par compte

Options Filtrer la liste des mouvements par :

- Entité
- BIC Banque
- Période (date d'opération)
- Période (date de valeur)
- Type de mouvement

Enregistrer

Specify your preferences and click **Save**.

Balances

Select the **Account Statements** menu, then the **Balances** function.

According to your options, you can view the balance list by bank (grouping of accounts with the same currency and linked to a same bank) or the balance list by account with the same currency.

Transaction Date by Bank

The **Balances on Transaction Date** tab presents the list of all the banks for which you have access to one account at least and there has been account statements import, or intraday statements if the option to include intradays has been selected.

Account statement

This list can be filtered by:

- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

Banks are identified through their BIC.

One single bank may appear several times in the list, if all the accounts linked to it do not have the same currency.

The number of the accounts linked to the bank for a given currency is specified in the **Nber of accounts** column.

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The default list presents the closing balances at *D* (today) and *D-1* (yesterday) as well as the total of transactions on transaction date at *D*.

The *calendar* field in the **Closing Balance** column header enables you to modify the date to go back in time and view the balance at that moment. The sum of the transactions with this new date as their transaction date is updated, along with the balance of the day before.

Click on the **BIC** to view the balance of the accounts linked to this bank and on the currency (specified after the BIC).

History

Click the *calendar* icon after the **Bank BIC - Account Currency** of a bank to access the history of balances on Transaction Date for this currency.

Account statement

The screenshot shows the Sage XRT Business Exchange interface for account statements. The main heading is "Relevés de compte - Soldes par banque - Historique en date d'opération". The interface includes a search bar with "Aucune" selected and a "Rechercher" button. Below the search bar is a table with the following data:

Date de solde final	Nbre de comptes	Solde final	Variation
07/04/2020	1	1 410,00 EUR	820,00 EUR
06/04/2020	1	590,00 EUR	20,00 EUR
03/04/2020	1	570,00 EUR	900,00 EUR
02/04/2020	1	-330,00 EUR	-400,00 EUR
01/04/2020	1	70,00 EUR	-280,00 EUR

At the bottom of the table, there is a filter for "Afficher" set to "10" and "5 enregistrements(s)". The page number is "Page 1 sur 1".

For each date of received statement, the history of balances in transaction date presents:

- The number of accounts linked to this bank on this date
- The Closing Balance on Transaction Date on this date
- The variation of the balance compared with the previous balance

Debit Balances are displayed in red.

You can filter the viewing period with a dedicated criterion. Use the **Period** dropdown list to select one of the following options:

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

Account statement

This list can be filtered by:

- BIC if the account display is a customized option
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

Numéro de compte local - Devise	Libellé	Entité	Solde final au	Mouvements du 07/04	Solde final au 06/04	Mouvements du 06/04 et du 07/04
300030000200000000000000113 - EUR	Compte 113	SAGE	2 030,00 EUR ⓘ	130,00 EUR ⓘ	900,00 EUR ⓘ	
30003000020000000000000210 - EUR	Compte 210	ENT1	135,00 EUR ⓘ	0,00 EUR ⓘ	135,00 EUR ⓘ	

The default list displays the closing balances on *D* (today) and *D-1* (yesterday) as well as the total of transactions on transaction day at *D*. Click the *magnifier* icon to access the transactions with one of the viewed dates as transaction date. The n/a mention (not applicable) means there is no transaction with one of these dates as transaction date.

The *calendar* field in the **Closing Balance** column header enables you to modify the date to go back in time and view the balance at that moment. The sum of the transactions with this new date as their transaction date is updated, along with the balance of the day before.

The **Help on calculations** option is available if you selected it in your options. When this is selected, the *info* icon appears next to each balance. Click this icon to view the calculation details.

Account statement

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History

Click the *calendar* icon after the **Local Account Number - Currency** to access the history of balances on Transaction Date for this account and its currency.

Copyright © 2020

For each date of received statement, the history of balances in transaction date presents:

- The Closing Balance on Transaction Date on this date
- The variation of the balance compared with the previous balance
- Access to the statement transactions for this date

The *info* icon appears when the **Help on calculations** option has been selected.

Debit Balances are displayed in red.

Account statement

You can refine the display of balances by selecting an option from the **Period** dropdown list.

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

Additional criteria are available from the **Find** button.

Recherche ✕

Date de solde final :

Du Au

Solde final :

De A

To enable a filtering criterion, select the corresponding option and specify its characteristics. Click **Find** to start the search or **Cancel** to close the dialog box without applying the criteria.

The grey area above the balance list recaps the potential Criteria applied. The **Delete** button enables you to delete the criteria.

The screenshot displays the Sage XRT Business Exchange interface. The main content area is titled "Relevés de compte - Soldes par banque - Soldes par compte - Historique en date d'opération". On the left, there is a navigation menu with options: "Soldes", "Soldes fusionnés", "Mouvements", and "Options". The main area shows search criteria for a bank account:

- Numéro de compte local - Devise : 3000300002000000000000000000113 - EUR
- BIC banque : SOGEFRPP
- Entité : SAGE
- Date du dernier solde connu : 06/04/2020
- Dernier solde connu : 900,00 EUR

Below this, there is a "Période" dropdown menu set to "Aucune" and a "Rechercher" button. A section titled "Critères de recherche appliqués" shows "Solde final de 400 EUR à 1000 EUR inclus" with an "Effacer" button. The main table displays the following data:

Date de solde final	Solde final	Variation	Mouvements
06/04/2020	900,00 EUR	80,00 EUR	Q
03/04/2020	820,00 EUR	880,00 EUR	Q

At the bottom, there is a footer with "Copyright © 2020" and a page indicator "Page 1 sur 1".

Account statement

Access to Transactions

Click the *magnifier* icon in the last column to access the history of transactions with one of the viewed dates as transaction date.

The **Account Number**, **Bank** and **Entity**, as well as the last known balance and its date are recapped in the table header.

The screenshot displays the Sage XRT Business Exchange interface. The main content area is titled "Relevés de compte - Soldes par banque - Soldes par compte - Mouvements des relevés". It features a sidebar with navigation options: Soldes, Soldes fusionnés, Mouvements, and Options. The main area contains a summary of account information, including the account number (30004000010000000000000136 - EUR), BIC (BNPPFRPP), and entity (SAGE). Below this, there are filters for the value date period, amount range, and transaction type. A table of transactions is displayed with columns for Reference, Amount, Date of operation, Date of value, Type, Batch / Nbr trn, Label, Other info, and Batch details. The table shows three transactions: REF ENDTEND 3 (-400.00 EUR), REF ENDTEND 1 (20.00 EUR), and REF INSTRUCTION 2 (-300.00 EUR). The interface also includes a search bar and a "Rechercher" button.

Référence	Montant	Date d'opération	Date de valeur	Type	Batch / Nb trn	Libellé	Autres infos	Détails Batch
REF ENDTEND 3	-400.00 EUR	24/04/2020	23/04/2020		Non / 1	OPERATION 1 05032020		n/a
REF ENDTEND 1	20.00 EUR	23/04/2020	22/04/2020	Virement de trésorer [...]	Non / 1	OPERATION 1 04032020		n/a
REF INSTRUCTION 2	-300.00 EUR	23/04/2020	24/04/2020	Virement de trésorer [...]	Non / 1	OPERATION 2 04032020		n/a

This list can be filtered by:

- **Value Date Period**
- **Amount Range** (in absolute value or not signed)
- **Transaction type** (Received SEPA Transfer, Issued Direct Debits, etc.)
- **Direction (Debit or Credit)**
- **Reference**
- **Description**

These last criteria, **Reference** and **Description** enable you to search the Batch and Transaction level to find the element.

You can also check the **Other Info.** or **Batch Details** columns for more results.

The transaction dates of the listed transactions are recapped as applied criteria.

Transactions are then displayed as a table presenting their main characteristics.

The **Amount** column may display a *question mark* icon which gives access to additional info.

If the transaction is a batch one, the number of transactions is specified in the **Batch/Nber of trn** column: Click the *magnifier* icon in the **Batch Details** to access the list of the transactions included in the batch.

You can access the elements that are not in the table by clicking the icon in the **Other Info.** column.

Account statement

Adjustment of Balances on Transaction Date

You can adjust the balance on transaction date for an account you can access, if needed.

From the list of balances on transaction date by account, select the account and use the **Actions** button. Select **Adjust balance**: the following window is displayed.

Correction du solde en date d'opération du compte X

30003000020000000000113 - EUR

Solde actuel en date d'opération du 06/04/2020 : 900,00 EUR

Solde prévisionnel en date d'opération du 06/04/2020 : 1 030,00 EUR

Nouveau solde en EUR* Nouveau solde prévisionnel en EUR

900,00 1 030,00

Montant du mouvement exceptionnel de correction de solde : 0,00 EUR

Libellé du mouvement*

Annuler

The last known actual balance and the last known forecast balance on transaction date are displayed (dates and amounts).

Specify the adjusted balance in the **New balance** field.

The new forecast balance and the amount of the exceptional adjustment transaction are updated according to your input.

You may add a **Description** for this exceptional transaction.

This process automatically generates a transaction with the following characteristics:

- The transaction date of the last known actual balance
- No Value Date
- The amount corresponding to the difference between the last known actual balance and the adjusted balance
- The reference: **Exceptional Adjustment Transaction of balances on transaction date**
- The description if you specified one

This transaction is linked to the account statement which closing balance date is the date of the last known actual balance.

Click **Save** to keep the modifications or **Cancel** to quit the correction. A confirmation message then appears.

Account statement

Initializing Balances in Value Date

To access and use the management function for value balances, you must initialize the value balance of each account.

If it is not in the account statement file (only with CAMT053), this balance must be specified in the transcoding table: **RIB_BIC_OWNER_AVBAL**.

Important! The balance to be initialized is the closing balance on Initialization Date.

Specify:

- The local account number (if not specified) in the **LOCALACCOUNTID** column
- The value * means *All Accounts*. During the bank statement import, the * value has not been used, then the local account number for the bank statements are automatically created.
- Currency ISO Codes corresponding to the account currency in the **ACCOUNTCURRENCY** column
- Signed amount of value balance in the initialized account currency in the **AVAILABLEBALANCE** column
- Date of the initialized value date in *YYYY-MM-DD* ISO format in the **AVAILABLEBALDATE** column

Value Date by Bank

The **Balances on Value Date** tab presents the list of all the banks for which you have access to one account at least and there has been account statements import, or intraday statements if the option to include intradays has been selected.

This list can be filtered by:

- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

Account statement

Banks are identified through their BIC.

One single bank may appear several times in the list if all the accounts linked to it do not have the same currency.

The **Nber of accounts** column displays the number of accounts linked to a bank for a given currency.

The screenshot shows the Sage XRT Business Exchange interface. The main heading is "Relevés de compte - Soldes par banque". Below this, there are search filters for "Nom de banque contenant..." and "Numéro de compte local contenant...". A table displays account balances and movements. The table has columns for "BIC banque - Devise de compte", "Nom banque", "Nbre de comptes", "Solde final au" (with a date selector set to 16/04/2020), "Mouvements du 16/04", and "Solde final au 15/04". Two rows are visible: one for BNP Paribas (1 account, 1060.00 EUR) and one for Société Générale (2 accounts, 1165.00 EUR). A footer indicates "Page 1 sur 1" and "2 enregistrement(s)".

BIC banque - Devise de compte	Nom banque	Nbre de comptes	Solde final au	Mouvements du 16/04	Solde final au 15/04
BNPPFRPP - EUR	BNP Paribas	1	1 060,00 EUR	0,00 EUR	1 060,00 EUR
SOGEFRPP - EUR	Société Générale	2	1 165,00 EUR	0,00 EUR	1 165,00 EUR

The default list presents the closing balances at *D* (today) and *D-1* (yesterday) as well as the total of transactions on value date at *D*.

The *calendar* field in the **Closing Balance** column header enables you to modify the date to go back in time and view the balance at that moment. The sum of the transactions with this new date as their transaction date is updated, along with the balance of the day before.

Click on the **BIC** to view the balance of the accounts linked to this bank and to the currency (specified after the BIC).

Account statement

History

Click the *calendar* icon after the **Bank BIC - Account Currency** of a bank to access the history of balances on Transaction Date for this currency.

Relevés de compte - Soldes par banque - Historique en date de valeur

BIC banque - Devise de compte: BNPPFRPP - EUR
Nom banque: BNP Paribas

Période: Aucune

Date de solde final	Nbre de comptes	Solde final	Variation
07/04/2020	1	1 060,00 EUR	820,00 EUR
06/04/2020	1	240,00 EUR	20,00 EUR
03/04/2020	1	220,00 EUR	600,00 EUR
02/04/2020	1	-300,00 EUR	20,00 EUR
01/04/2020	1	-400,00 EUR	-400,00 EUR

Afficher 10 enregistrement(s) Page 1 sur 1 5 enregistrement(s)

For each value date, the history of balances on value date presents:

- The number of accounts linked to this bank on this date
- The Closing Balance on Value Date on this date
- The variation of the balance compared with the previous balance

Debit Balances are displayed in red.

You can filter the viewing period with a dedicated criterion. Use the **Period** dropdown list to choose one of the following options:

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

Account statement

Additional criteria are available from the **Find** button.

Recherche

 Date de solde final :
 Solde final :
Du 16/04/2020 Au 16/04/2020
De A

To enable a filtering criterion, select the corresponding option and specify the value for this criterion. Click **Find** to start the search or **Cancel** to close the dialog box without applying the criteria.

The grey area above the balance list recaps the potential Criteria applied. The **Delete** button enables you to delete the criteria.

Sage XRT Business Exchange Tableau de bord SAGE SAS PPICHON Signature interne Extraits Bancaires 2 Outils

Accueil Relevés de compte Relevés intraday Relevés d'opération Groupes Reporting Importation des relevés

Retour Relevés de compte - Soldes par banque - Historique en date de valeur

Soldes
BIC banque - Devise de compte BNPPFRPP - EUR
Nom banque BNP Paribas

Période
Aucune

Critères de recherche appliqués
Solde final de 10 EUR à 1988 EUR inclus

Date de solde final	Nbre de comptes	Solde final	Variation
07/04/2020	1	1 060,00 EUR	620,00 EUR
06/04/2020	1	240,00 EUR	20,00 EUR
03/04/2020	1	220,00 EUR	600,00 EUR

Afficher 10 enregistrements(s) Page 1 sur 1 3 enregistrements(s)

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Value Date by Account

To access the list of balances on value date by account, you can click on the bank in the list by bank or set up this direct access as a favorite option.

List

This list presents the balances on value date for all the accounts you have access to one account at least and there has been account statements import, or intraday statements if the option to include intradays has been selected.

Account statement

This list can be filtered by:

- BIC if the account display is a customized option
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

The screenshot displays the Sage XRT Business Exchange interface for account statements. The main content area is titled "Relevés de compte - Soldes par banque - Soldes par compte". It features a sidebar with navigation options: Soldes, Soldes fusionnés, Mouvements, and Options. The main area includes filters for "BIC banque: SOGEFRPP", "Libellé de compte contenant...", and "Numéro de compte local contenant...". Below the filters, there are tabs for "Soldes en date d'opération" and "Soldes en date de valeur". A table displays account data with columns: "Numéro de compte local - Devise", "Libellé", "Entité", "Solde final au" (with a date selector set to 08/04/2020), "Mouvements du 08/04", "Solde final au 07/04", and "Mouvements du 07/04 et du 08/04". Two rows are shown: "Compte 113 SAGE" with a closing balance of 1030,00 EUR and movements of 0,00 EUR and 1030,00 EUR; and "Compte 210 ENT1" with a closing balance of 135,00 EUR and movements of 0,00 EUR and 135,00 EUR. The table also includes a search icon and a "n/a" entry for the second row's movements. The footer shows "Afficher 10 enregistrements(s)" and "Page 1 sur 1".

The default list presents the closing balances at *D* (today) and *D-1* (yesterday) as well as the total of transactions on value date at *D*. Click the *magnifier* icon to access the transactions with one of the viewed dates as value date. The *n/a* mention (not applicable) means there is no transaction with one of these dates as value date.

The *calendar* field in the **Closing Balance** column header enables you to modify the date to go back in time and view the balance at that moment. The sum of the transactions with this new date as their transaction date is updated, along with the balance of the day before.

The **Help on calculations** option is available if you selected it in your options. When this is selected, the *info* icon appears next to each balance. Click this icon to view the calculation details.

Account statement

Access to Transactions

Click the *magnifier* icon in the last column to access the history of transactions with one of the viewed dates as transaction date.

The screenshot displays the Sage XRT Business Exchange interface. At the top, there's a navigation bar with 'Tableau de bord', 'SAGE SAS', 'PPICHON Signature interne', 'Relevés bancaires', and 'Outils'. Below this, the main header reads 'Relevés de compte - Soldes par banque - Soldes par compte - Mouvements des relevés'. The interface is divided into several sections:

- Soldes:** A sidebar with options for 'Soldes', 'Soldes fusionnés', 'Mouvements', and 'Options'.
- Account Information:** A light blue box containing:
 - Numéro de compte local - Devise: 3000400001000000000136 - EUR
 - Date du dernier solde connu: 24/04/2020
 - BIC banque: BNPPFRPP
 - Dernier solde connu: -330,00 EUR
 - Entité: SAGE
- Options:** Search filters including 'Période (date de valeur)', 'Montant non signé de', and 'à'. There are also dropdowns for filtering by sign and type of movement, and search boxes for reference and label.
- Critères de recherche appliqués:** A summary of search criteria: 'Date d'opération du 23/04/2020 au 24/04/2020 inclus'.
- Table:** A table with columns: Référence, Montant, Date d'opération, Date de valeur, Type, Batch / Nb trn, Libellé, Autres infos, and Détails Batch. It lists three transactions.

Référence	Montant	Date d'opération	Date de valeur	Type	Batch / Nb trn	Libellé	Autres infos	Détails Batch
REF ENDO/END 3	-400,00 EUR	24/04/2020	23/04/2020		Non / 1	OPERATION 1 05032020		n/a
REF ENDO/END 1	20,00 EUR	23/04/2020	22/04/2020	Virement de trésorerier [...]	Non / 1	OPERATION 1 04032020		n/a
REF INSTRUCTION 2	-300,00 EUR	23/04/2020	24/04/2020	Virement de trésorerier [...]	Non / 1	OPERATION 2 04032020		n/a

At the bottom left, it says 'Afficher 10 enregistrements' and 'Page 1 sur 1'. At the bottom right, it says '3 enregistrements'.

The **Account Number**, **Bank** and **Entity**, as well as the last known balance and its date are recapped in the table header.

Here are the available filter criteria:

- Period of Value Date
- Amount Range (in absolute value or not signed)
- Transaction Type (Received SEPA Transfer, Issued Direct Debit, etc.)
- Direction (Debit/Credit)
- Reference
- Description

These last criteria, **Reference** and **Description** enable you to search the Batch and Transaction level to find the element.

You can also check the **Other Info.** or **Batch Details** columns for more results.

The transaction dates of the listed transactions are recapped as applied criteria.

Transactions are then displayed as a table presenting their main characteristics.

The **Amount** column may display a *question mark* icon which gives access to additional info.

If the transaction is a batch one, the number of transactions is specified in the **Batch/Nber of trn** column: Click the *magnifier* icon in the **Batch Details** to access the list of the transactions included in the batch.

You can access the elements that are not in the table by clicking the icon in the **Other Info.** column.

Account statement

Adjustment of Balances on Value Date

If needed, you can adjust the balance on value date for the accounts you have access to.

From the list of balances on value date by account, select the account and use the **Actions** button. Select **Adjust balance**: the following window is displayed.



Correction du solde en date de valeur du compte X

30004000010000000000136 - EUR

Solde actuel en date de valeur du 01/01/0001 : 1 060,00 EUR

Nouveau solde en EUR*
1 065,00

Montant du mouvement exceptionnel de correction de solde : 5,00 EUR

Libellé du mouvement*
Ajustement solde en valeur

Enregistrer Annuler

The date and amount of the last balance on value date are displayed.

Specify the adjusted balance in the **New balance** field.

The amount of the exceptional adjustment transaction is recalculated.

You may add a **Description** for this exceptional transaction correction.

This process automatically generates a transaction with the following characteristics:

- The transaction date of the last known actual balance
- No Value Date
- The amount corresponding to the difference between the last known actual balance and the adjusted balance
- The reference: **Exceptional Adjustment Transaction of balances on value date**
- The description if you specified one

Click **Save** to keep the modifications or **Cancel** to quit the correction. A confirmation message appears before the adjustment transaction is saved.

Account statement

Pool Balances

Pool Balances use existing groups.

Note: Groups can be public or private.
If it is private, only the template creator can use it.
The contents of the setup group may vary depending on the elements you have access to.

In the **Account Statements** menu, select the **Pool Balances** function.

Transaction Date

The **Balances on Transaction Date** tab presents the list of all the groups for which you have access to one account at least and there has been account statements import, or intraday statements if the option to include intradays has been selected.

This list can be filtered by:

- Groups (public or private)
- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

One single group may appear several times in the list if all the accounts linked to it do not have the same currency.

The number of accounts linked to a group for a given currency is specified in the **Nber of accounts** column.

The screenshot shows the Sage XRT Business Exchange interface. The main content area is titled 'Relevés de compte - Soldes fusionnés'. It features a sidebar with 'Soldes fusionnés', 'Mouvements', and 'Options'. The main area has filter fields for group, BIC, bank name, local account number, and balance type. Below the filters, there are two tabs: 'Soldes en date d'opération' and 'Soldes en date de valeur'. The 'Soldes en date de valeur' tab is active, displaying a table with the following data:

Groupe	Nbre de comptes	Solde final au	Mouvements du	Solde final au
GLOBAL SOC - EUR	3	17/04/2020	0,00 EUR	2 575,00 EUR
HOLDING - EUR	2		0,00 EUR	2 440,00 EUR

At the bottom of the table, there is a footer: 'Afficher 10 enregistrement(s) < Page 1 sur 1 > 2 enregistrement(s)'. The copyright notice 'Copyright © 2020' is visible at the bottom left of the interface.

The default list presents the closing balances at *D* (today) and *D-1* (yesterday) as well as the total of transactions on transaction date at *D*.

Account statement

Click on the **Group** name to view the balance of the accounts linked to this group and on the currency specified next to the group name.

See the section *Balances on Transaction Date by Account*.

History

Click the *calendar* icon after the **Group** of a bank to access the history of balances on transaction date for this currency.

The screenshot displays the 'Relevés de compte - Soldes fusionnés - Historique en date d'opération' page. It features a table with the following data:

Date de solde final	Nbre de comptes	Solde final	Variation
07/04/2020	2	2 440,00 EUR	950,00 EUR
06/04/2020	2	1 490,00 EUR	100,00 EUR
03/04/2020	2	1 390,00 EUR	1 780,00 EUR
02/04/2020	2	-390,00 EUR	-500,00 EUR
01/04/2020	2	110,00 EUR	-240,00 EUR

Additional interface elements include a 'Période' dropdown menu set to 'Aucune', a 'Rechercher' button, and a footer indicating 'Afficher 10 enregistrements(s)' and 'Page 1 sur 1'.

For each date of received statements, the history of balances in transaction date presents:

- The number of accounts linked to this bank on this date
- The Closing Balance on Transaction Date on this date
- The variation of the balance compared with the previous balance

Debit Balances are displayed in red.

You can filter the viewing period with a dedicated criterion. Use the **Period** dropdown list to choose one of the following options:

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

Account statement

Additional criteria are available from the **Find** button.

Recherche ✕

Date de solde final: Du 16/04/2020 Au 16/04/2020

Solde final: De A

To enable a filtering criterion, select the corresponding option and specify the value for this criterion. Click **Find** to start the search or **Cancel** to close the dialog box without applying the criteria.

The grey area above the balance list recaps the potential Criteria applied. The **Delete** button enables you to delete the criteria.

The screenshot shows the Sage XRT Business Exchange interface. The main content area is titled "Relevés de compte - Soldes fusionnés - Historique en date d'opération". It features a search filter section with a "Rechercher" button and a table of results. The table has columns for "Date de solde final", "Nbre de comptes", "Solde final", and "Variation".

Date de solde final	Nbre de comptes	Solde final	Variation
06/04/2020	2	1 490,00 EUR	100,00 EUR
03/04/2020	2	1 390,00 EUR	1 780,00 EUR

Below the table, there is a footer for the table showing "Afficher 10 enregistrement(s)" and "Page 1 sur 1".

Value Date

Note: To access and use the management function for value balances, you must initialize the value balance of each account. See the section *Adjustment of Balances on Value Date*.

The **Balances on Value Date** tab presents the list of all the groups for which you have access to one account at least and there has been account statements import, or intraday statements if the option to include intradays has been selected.

This list can be filtered by:

- Group (public or private)
- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)

Account statement

- All or part of Local Account Number
- Balance Type: Debit or Credit

One single group may appear several times in the list if all the accounts linked to it do not have the same currency.

The number of accounts linked to a group for a given currency is specified in the **Nber of accounts** column.

The screenshot displays the Sage XRT Business Exchange interface for account statements. The page title is "Relevés de compte - Soldes fusionnés". It features several filter fields: "<Filtrer par groupe>", "<Filtrer par BIC banque>", "Nom de banque contenant...", "Numéro de compte local contenant...", and "<Filtrer par type de solde>". There are two tabs: "Soldes en date d'opération" and "Soldes en date de valeur". Below the filters is a table with the following data:

Groupe	Nbre de comptes	Solde final au	Mouvements du	Solde final au
GLOBAL SOC - EUR	3	17/04/2020	17/04	16/04
		2 575,00 EUR	0,00 EUR	2 575,00 EUR
HOLDING - EUR	2			
		2 440,00 EUR	0,00 EUR	2 440,00 EUR

At the bottom of the table, there is a footer: "Afficher 10 enregistrement(s)" and "Page 1 sur 1". The copyright notice "Copyright © 2020" is visible at the bottom left.

The default list presents the closing balances at *D* (today) and *D-1* (yesterday) as well as the total of transactions on value date at *D*.

The *calendar* field in the **Closing Balance** column header enables you to modify the date to go back in time and view the balance at that moment. The sum of the transactions with this new date as their transaction date is updated, along with the balance of the day before.

Click on the **Group** name to view the balance of the accounts linked to this group and on the currency specified next to the group name.

See the section *Balances on value Date by Account*.

History

Click the *calendar* icon after the **Group** of a bank to access the history of balances on transaction date for this currency.

Account statement

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For each value date, the history of balances on value date presents:

- The number of accounts linked to this bank on this date
- The Closing Balance on Value Date on this date
- The variation of the balance compared with the previous balance

Debit Balances are displayed in red.

You can filter the viewing period with a dedicated criterion. Use the **Period** dropdown list to choose one of the following options:

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

Account statement

Transactions

In the **Account Statements** menu, the **Transactions** tab presents the list of all the transactions on the accounts you have access to and for which there has been account statements import, or intraday statements if the option to include intradays has been selected.

The screenshot displays the 'Relevés de compte - Mouvements' (Account Statements - Movements) screen in the Sage XRT Business Exchange. The interface includes a navigation menu at the top, a search bar, and a table of transactions. The table columns are: Numéro de compte local - Devise, BIC banque, Entité, Référence, Montant, Date d'opération, Date de valeur, Type, Batch / Nb trn, Libellé, Autres infos, and Détails Batch. The table shows three transactions with amounts of -400.00 EUR, 20.00 EUR, and -300.00 EUR.

Numéro de compte local - Devise	BIC banque	Entité	Référence	Montant	Date d'opération	Date de valeur	Type	Batch / Nb trn	Libellé	Autres infos	Détails Batch
300040000100000000000136 - EUR	BNPFRPP	SAGE	REF ENDOEND 3	-400.00 EUR	24/04/2020	23/04/2020		Non / 1	OPERATION 1 05032020		n/a
300040000100000000000136 - EUR	BNPFRPP	SAGE	REF ENDOEND 1	20.00 EUR	23/04/2020	22/04/2020	Virement de trésorerier [...]	Non / 1	OPERATION 1 04032020		n/a
300040000100000000000136 - EUR	BNPFRPP	SAGE	REF INSTRUCTION 2	-300.00 EUR	23/04/2020	24/04/2020	Virement de trésorerier [...]	Non / 1	OPERATION 2 04032020		n/a

This list can be filtered by:

- Account-holding Entity
- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Transaction Direction: Debt or Credit
- Amount Range (in absolute value or not signed)
- Transaction Date Period
- Value date period
- All or part of Description
- All or part of Reference

Account statement

The **Period** dropdown lists present the following options:

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

The **Balance Adjustment Transactions** dropdown list enables you to hide or show these transactions with the others or alone.

These last criteria, **Reference** and **Description** enable you to search the Batch and Transaction level to find the element.

You can also check the **Other Info.** or **Batch Details** columns for more results.

Transactions are then displayed as a table presenting their main characteristics.

The **Amount** column may display a *question mark* icon which gives access to additional info.

If the transaction is a batch one, the number of transactions is specified in the **Batch/Nber of trn** column: Click the *magnifier* icon in the **Batch Details** to access the list of the transactions included in the batch.

You can access the elements that are not in the table by clicking the icon in the **Other Info.** column.

Additional criteria are available from the **Find** button.

BTC_DESCRIPTION Transcoding Table

This table ensures the consistency of the coding system for the transaction types provided in the bank formats of account and intraday statements. BTC_DESCRIPTION assigned an internal code on 12 characters depending on:

- Bank Code (part of the account number)
- Format Family (CAMT05*, MT94*) or Format (AFB120, AEB43)
- Transaction Direction
- Code as provided by this format

Account statement

An internal code can have several correspondences.

The screenshot displays the Sage XRT Common Services interface. The main title is 'Correspondances dans les tables de transcodage'. On the left, there are navigation tabs for 'Conception' and 'Correspondances'. The main area shows a table with columns: BANKCODE (E), FORMAT (E), DIRECTION (E), BTC_Local (E), BTC_Domain (E), BTC_Family (E), BTC_SubFamily (E), and BTC_Internal (S). The table contains 10 rows of data, each with a checkbox in the first column. The data is as follows:

BANKCODE (E)	FORMAT (E)	DIRECTION (E)	BTC_Local (E)	BTC_Domain (E)	BTC_Family (E)	BTC_SubFamily (E)	BTC_Internal (S)
<input type="checkbox"/> *	CAMT05*	-	-	ACTM	-	-	000100000000
<input type="checkbox"/> *	CAMT05*	-	-	ACMT	MDOP	ADJT	000100010000
<input type="checkbox"/> *	CAMT05*	-	-	ACMT	MCOP	ADJT	000100010000
<input type="checkbox"/> *	AFB120	-	-	99	-	-	000100010000
<input type="checkbox"/> *	MT94*	-	-	RTI	-	-	000100010001
<input type="checkbox"/> *	MT94*	RD	-	BOE	-	-	000100010002
<input type="checkbox"/> *	MT94*	RD	-	CLR	-	-	000100010006
<input type="checkbox"/> *	MT94*	RC	-	CLR	-	-	000100010006
<input type="checkbox"/> *	MT94*	RD	-	COL	-	-	000100010007
<input type="checkbox"/> *	MT94*	RC	-	BOE	-	-	000100010002

At the bottom of the table, there is a pagination control: 'Afficher 10 enregistrement(s)' and 'Page 1 sur 33'. The total number of records is '321 enregistrement(s)'. The footer of the page includes '© 2019 The Sage Group plc, or his partners. All rights reserved. | Conditions d'utilisation | Informations légales' and the Sage logo.

The descriptions for each internal code by bank are available in the *dts_cibdesc.json* in **C:\Program Files\Common Files\xrt**.

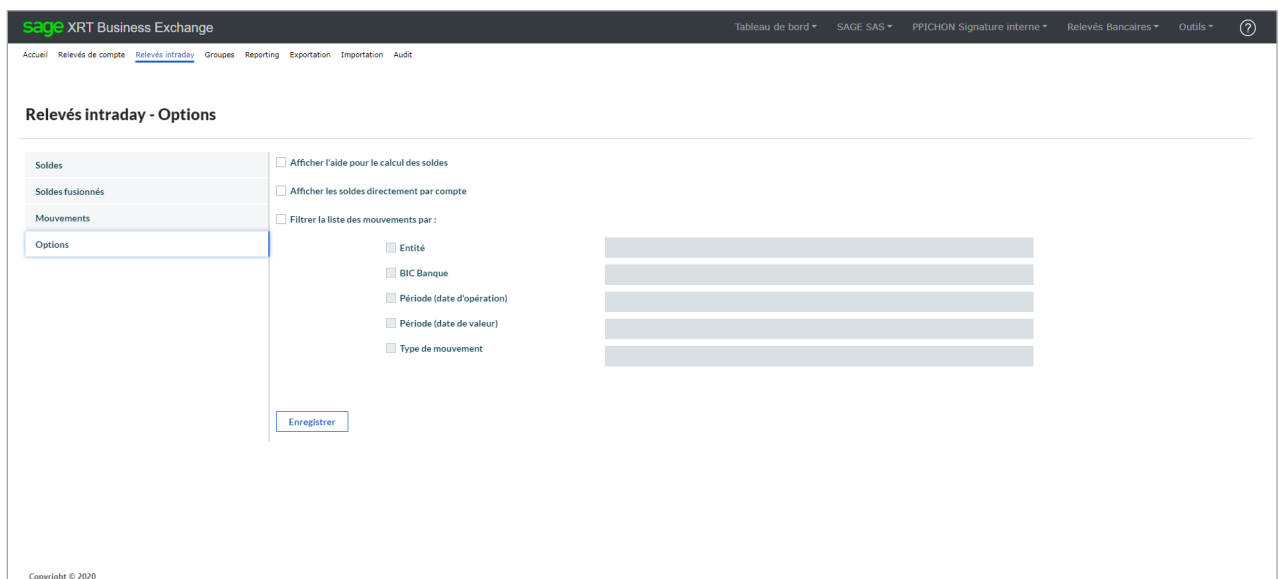
Intraday Statements

Options (User Preferences)

You can define:

- Display balances by bank or directly by account
- Access the details of the displayed balances
- Default selection criteria apply to the transaction list

Select the **Intraday Statements** menu, then the **Options** function.



Define your preferences and click **Save**.

Forecast Balances

In the **Intraday Statements** menu, select the **Balances** function.

According to your options, you can view the balance list by bank (grouping of accounts with the same currency and linked to a same bank) or the balance list by account with the same currency are displayed.

The displayed balances are balances on transaction date.

Intraday Statements

By bank

By default, the list contains all the banks for which you have access to one account at least and there has been account statements import, or intraday if selected.

This list can be filtered by:

- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

Banks are identified through their BIC.

One single bank may appear several times in the list if all the accounts linked to it do not have the same currency.

The number of the accounts linked to the bank for a given currency is specified in the **Nber of accounts** column.

BIC banque - Devise de compte	Nom banque	Nbre de comptes	Solde prévisionnel	Mouvements prévisionnels	Solde réel
BNPPFRPP - EUR	BNP Paribas	1	490,00 EUR	820,00 EUR	-330,00 EUR
SOGEFRPP - EUR	Société Générale	1	-279 977,77 EUR	1 730,00 EUR	-275 707,77 EUR

The table displays the forecast balances by bank.

The calculation of forecast balance is based on the last known actual balance and the received intraday transactions with a transaction date later than the date of this last known actual balance.

The net total amount of intraday transactions appears in the **Forecast Transactions** column.

Important! You must import account statements before using Balances functions.

Click on the **BIC** to view the balance of the accounts linked to this bank and on the currency (specified after the BIC).

By Account

To access the list of balances on Transaction Date by account, you can click on the bank in the list by bank or set up this direct access as a favorite option.

This list presents all the **Balances on Transaction Date** for all the accounts you have access to and for which there has been account or intraday statements imports.

Intraday Statements

This list can be filtered by:

- BIC if the account display is a customized option
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

Tableau de bord | SAGE SAS | PICHON Signature Interne | Relevés bancaires | Outils

Accueil | Relevés de compte | Relevés intraday | Relevés d'opérations | Relevés de frais | Groupes | Reporting | Importation | Exportation | Audits

< Retour Relevés intraday - Soldes par banque - Soldes par compte

Solde: <Filtrer par entité> BIC banque : SOGEFRPP

Solde fusionnés: Libellé de compte contenant... Numéro de compte local contenant... <Filtrer par signe du solde>

Mouvements

Options: Solde en date d'opération

Numéro de compte local - Devise	Libellé	Entité	Solde prévisionnel	Date de solde prévisionnel	Variation	Solde réel	Date de solde réel	Mouvements
300030000200000000000000000016 - EUR	Compte 016	SAGE	-273 977,77 EUR	18/05/2020 10:00:00	1 730,00 EUR	-275 707,77 EUR	15/05/2020	

Afficher 10 enregistrement(s) Page 1 sur 1 1 enregistrement(s)

The **Forecast Balance** is displayed onscreen. The calculation of this balance is based on the last known actual balance and the received intraday transactions with a transaction date later than the date of the last known actual balance.

Important! You must import account statements before using Balances functions.

The **Help on calculations** option is available if you selected it in your options. When this is selected, the *info* icon appears next to each balance. Click this icon to view the balance calculation details.

Tableau de bord | SAGE SAS | PICHON Signature Interne | Relevés bancaires | Outils

Accueil | Relevés de compte | Relevés intraday | Relevés d'opérations | Relevés de frais | Groupes | Reporting | Importation | Exportation | Audits

< Retour Relevés intraday - Soldes par banque - Soldes par compte

Solde: <Filtrer par entité> BIC banque : SOGEFRPP

Solde fusionnés: Libellé de compte contenant... Numéro de compte local contenant... <Filtrer par signe du solde>

Mouvements

Options: Solde en date d'opération

Numéro de compte local - Devise	Libellé	Entité	Solde prévisionnel	Date de solde prévisionnel	Variation	Solde réel	Date de solde réel	Mouvements
300030000200000000000000000016 - EUR	Compte 016	SAGE	-273 977,77 EUR	18/05/2020 10:00:00	1 730,00 EUR	-275 707,77 EUR	15/05/2020	

Afficher 10 enregistrement(s) Page 1 sur 1 1 enregistrement(s)

Somme des mouvements : 2 intraday(s) créditeur(s) pour un montant de 1 730,00 EUR et 0 intraday(s) débiteur(s) pour un montant de 0,00 EUR

Intraday Statements

Access to Transactions

Click the *magnifier* icon in the last column to access the list of with a transaction date later than the date of the last known actual balance.

The screenshot displays the Sage XRT Business Exchange interface. At the top, there is a navigation bar with 'sage XRT Business Exchange' on the left and 'Tableau de bord', 'SAGE SAS', 'PPICHON Signature Interne', 'Relevés bancaires', and 'Outils' on the right. Below this, a breadcrumb trail reads 'Retour Relevés intraday - Soldes par banque - Soldes par compte - Mouvements des relevés'. The main content area is divided into two sections. The top section, titled 'Soldes', contains account details: 'Numéro de compte local - Devise : 300030000200000000000016 - EUR', 'Date du dernier solde connu : 15/05/2020', 'BIC banque : SOGEFRPP', 'Dernier solde connu : -275 707,77 EUR', 'Entité : SAGE', 'Dernier solde prévisionnel connu en date du : 18/05/2020 10:00:00', and 'Solde prévisionnel en date d'opération : -273 977,77 EUR'. Below this is a search filter section with fields for 'Période (date de valeur)', 'Montant non signé de', and 'à', along with dropdown menus for '<Filtrer par signe du mouvement>' and '<Filtrer par type du mouvement>', and search boxes for 'Référence (niveau batch inclus) contenant...' and 'Libellé (niveau batch inclus) contenant...'. A 'Rechercher' button is located to the right. The bottom section, titled 'Critères de recherche appliqués', shows 'Date d'opération du 15/05/2020 au 18/05/2020 inclus'. Below this is a table with the following data:

Référence	Montant	Date d'opération	Date de valeur	Type	Batch / Nb trn	Libellé	Autres infos	Détails Batch
0000000002	1 580,00 EUR	18/05/2020	19/05/2020	Virement international [...]	Non / 1	INVOICE2 US		n/a
0000000001	150,00 EUR	18/05/2020	18/05/2020	Virement international [...]	Non / 1	INVOICE1 US		n/a

At the bottom of the table, there is a footer with 'Afficher 10 enregistrement(s)', 'Page 1 sur 1', and '2 enregistrement(s)'. The copyright notice 'Copyright © 2020' is visible at the bottom left of the interface.

The table header recaps the following: account number, bank, and entity, as well as the last known actual balance and its date, the forecast balance and its date.

The following criteria are available:

- Period of Value Date
- Amount Range (in absolute value or not signed)
- Transaction Type (Received SEPA Transfer, Issued Direct Debit, etc.)
- Transaction Direction (Debit/Credit)
- Reference
- Description

These last criteria, **Reference** and **Description** enable you to search the Batch and Transaction level to find the element.

You can also check the **Other Info.** or **Batch Details** columns for more results.

The transaction dates of the listed transactions are recapped as **applied criteria**.

Transactions are then displayed as a table presenting their main characteristics.

The **Amount** column may display a *question mark* icon which gives access to additional info.

If the transaction is a batch one, the number of transactions is specified in the **Batch/Nber of trn** column: Click the *magnifier* icon in the **Batch Details** to access the list of the transactions included in the batch.

You can access the elements that are not in the table by clicking the icon in the **Other Info.** column.

Pool Forecast Balances

Pool Forecast Balances use existing groups.

Note: Groups can be public or private. If it is private, only the creator can use it. The contents of the setup group may vary depending on the elements you have access to.

Select the **Intraday Statements** menu, then the **Pool Forecast Balances** function.

The default list includes all the groups for which you have access to one account at least and there has been account statements import, or intraday been selected.

This list can be filtered by:

- Group (public or private)
- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Balance Type: Debit or Credit

One single group may appear several times in the list if all the accounts linked to it do not have the same currency. The number of accounts linked to a group for a given currency is specified in the **Nber of accounts** column.

The screenshot shows the Sage XRT Business Exchange interface. The main heading is "Relevés intraday - Soldes fusionnés". Below this, there are search filters: "<Filtrer par groupe>", "<Filtrer par BIC banque>", "Nom de banque contenant...", "Numéro de compte local contenant...", and "<Filtrer par signe du solde>". The table below is titled "Soldes en date d'opération" and has the following data:

Groupe - Devise	Nbre de comptes	Solde prévisionnel	Mouvements prévisionnels	Solde réel
GLOBAL SOC - EUR	2	-273.487,77 EUR	2.550,00 EUR	-276.037,77 EUR

At the bottom of the table, there is a pagination control: "Afficher 10 enregistrements(s)" and "Page 1 sur 1".

Click on the **Group** name to view the balance of the accounts linked to this group and on the currency specified next to the group name.

See the section *Forecast Balances*.

Forecast Transactions

Select the **Intraday Statements** menu, then the **Transactions** function.

The default list includes all the transactions on the accounts to which you have access and for which there has been account statements import.

The screenshot displays the 'Relevés de compte - Mouvements' (Account Statements - Movements) screen in Sage XRT Business Exchange. The interface includes a navigation menu at the top, a search bar, and a table of transactions. The table has the following columns: Numéro de compte local - Devise, BIC banque, Entité, Référence, Montant, Date d'opération, Date de valeur, Type, Batch / Nb trn, Libellé, Autres Infos, and Détails Batch. The table contains three rows of transaction data.

Numéro de compte local - Devise	BIC banque	Entité	Référence	Montant	Date d'opération	Date de valeur	Type	Batch / Nb trn	Libellé	Autres Infos	Détails Batch
30003000020000000000000016 - EUR	SOGEFRPP	SAGE	0000000002	1580,00 EUR	18/05/2020	19/05/2020	Virement internation [...]	Non / 1	INVOICE2 US		n/a
30003000020000000000000016 - EUR	SOGEFRPP	SAGE	0000000001	150,00 EUR	18/05/2020	18/05/2020	Virement internation [...]	Non / 1	INVOICE1 US		n/a
300040000100000000000000136 - EUR	BNPPFRPP	SAGE	CR030124EX918579	820,00 EUR	18/05/2020	18/05/2020	Virements reçus [...]	Non / 1			n/a

This list can be filtered by:

- Account-holding Entity
- Bank BIC
- All or part of Bank Name (corporate name in **Sage XRT Business Exchange**)
- All or part of Local Account Number
- Transaction Direction: Debt or Credit
- Amount Range (in absolute value or not signed)
- Transaction Date Period
- Value Date Period
- All or part of Description
- All or part of Reference

Intraday Statements

The **Period** dropdown lists present the following options:

- **None** (default): all the existing balances are listed.
- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week** (Monday to Sunday)
- **This month** (from the 1st to the 28th, 29th, 30th or 31st depending on the month)
- **This year** (from 1st January to 31st December)

These last criteria, **Reference** and **Description** enable you to search the Batch and Transaction level to find the element.

You can also check the **Other Info.** or **Batch Details** columns for more results.

Transactions are then displayed as a table presenting their main characteristics.

The **Amount** column may display a *question mark* icon which gives access to additional info.

If the transaction is a batch one, the number of transactions is specified in the **Batch/Nber of trn** column: Click the *magnifier* icon in the **Batch Details** to access the list of the transactions included in the batch.

You can access the elements that are not in the table by clicking the icon in the **Other Info.** column.

Additional criteria are available from the **Find** button.

BTC_DESCRIPTION Transcoding Table

This table ensures the consistency of the coding system for the transaction types provided in the bank formats of account and intraday statements. **BTC_DESCRIPTION** assigned an internal code on 12 characters depending on:

- Bank Code (part of the account number)
- Format Family (CAMT05*, MT94*) or Format (AFB120, AEB43)
- Transaction Direction
- Code as provided by this format

Intraday Statements

An internal code can have several correspondences.

The screenshot shows the Sage XRT Common Services interface. The main title is 'Correspondances dans les tables de transcodage'. On the left, there are tabs for 'Conception' and 'Correspondances'. The 'Table' dropdown is set to 'BTC_DESCRIPTION' with the subtitle 'Bank Transaction Codes Description'. A 'Nouvelle correspondance' button is visible. Below the table title, it says '0 sélectionné(s)'. The table has the following columns: BANKCODE (E), FORMAT (E), DIRECTION (E), BTC_Local (E), BTC_Domain (E), BTC_Family (E), BTC_SubFamily (E), and BTC_Internal (S). The table contains 10 rows of data, each with a checkbox in the first column. The data is as follows:

BANKCODE (E)	FORMAT (E)	DIRECTION (E)	BTC_Local (E)	BTC_Domain (E)	BTC_Family (E)	BTC_SubFamily (E)	BTC_Internal (S)
<input type="checkbox"/> *	CAMT05*	-	-	ACTM	-	-	000100000000
<input type="checkbox"/> *	CAMT05*	-	-	ACMT	MDOP	ADJT	000100010000
<input type="checkbox"/> *	CAMT05*	-	-	ACMT	MCOP	ADJT	000100010000
<input type="checkbox"/> *	AFB120	-	-	99	-	-	000100010000
<input type="checkbox"/> *	MT94*	-	-	RTI	-	-	000100010001
<input type="checkbox"/> *	MT94*	RD	-	BOE	-	-	000100010002
<input type="checkbox"/> *	MT94*	RD	-	CLR	-	-	000100010006
<input type="checkbox"/> *	MT94*	RC	-	CLR	-	-	000100010006
<input type="checkbox"/> *	MT94*	RD	-	COL	-	-	000100010007
<input type="checkbox"/> *	MT94*	RC	-	BOE	-	-	000100010002

At the bottom of the table, there is a footer: 'Afficher 10 enregistrement(s) Page 1 sur 33 321 enregistrement(s)'. The footer of the page includes '© 2019 The Sage Group plc. or his partners. All rights reserved. | Conditions d'utilisation | Informations légales' and the Sage logo.

You can access the descriptions for each internal code by bank in **dts_cibdesc.json** in **C:\Program Files\Common Files\xrt**.

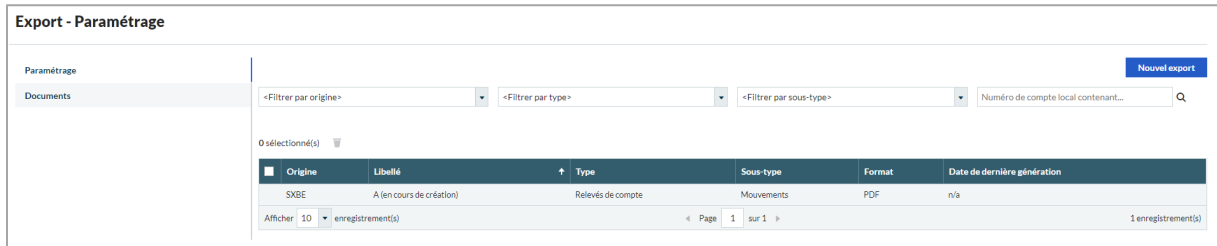
Export

Export

This menu enables you to set up the processing of info. export and to access the generated files for viewing or other actions (sending, printing, etc.).

Setup

In the **Export** menu, the **Setup** tab displays the list of the existing and accessible exports.



The following criteria enable you to filter these exports:

- Report Type: Account Statements, Intraday Statements, Transaction Statements.
- Report Sub-type: Transactions, Balances, Statements.
- Part or all of Account Number

Creation

The creation process for exports consists of four steps: identification, scope, presentation and generation.

Click **New Export** to start the process.

Identification

In the first window of the creation wizard, select the user for whom the export must be generated from the dropdown list called **On Behalf Of**.

The screenshot shows the 'Création d'un export' wizard window. It has a title bar with a close button. The form contains several fields: 'Pour le compte de*' with a dropdown menu showing 'SELF'; 'Langue*' with a dropdown menu showing 'Français'; 'Type*' with a dropdown menu showing 'Relevés de compte'; 'Sous-type*' with a dropdown menu showing 'Mouvements'; 'Libellé*' with a text input field; 'Titre du document*' with a text input field; and 'Format*' with a dropdown menu.

This element is mandatory as it helps checking the access rights to data before any generation (potential restriction of the scope). The default value is **SELF** for the connected

Export

user, you can modify this value only if you are a security administrator. This dropdown list displays the users that belong to the same tenant as you.

Select the report type to generate from the **Type** dropdown list.

Here are the available export types: **Account Statements**, **Intraday Statements** (not available in version 1), and **Transaction Statements** (not available in version 1).

Select the report sub-type to generate from the **Sub-type** dropdown list.

The available report sub-types vary according to the selected **Type**. For the **Account Statement** type, the three sub-types are **Transactions**, **Balances** and **Statements**.

Enter a **Description** to identify the export.

Specify the report **Title** which is to appear on the generated document.

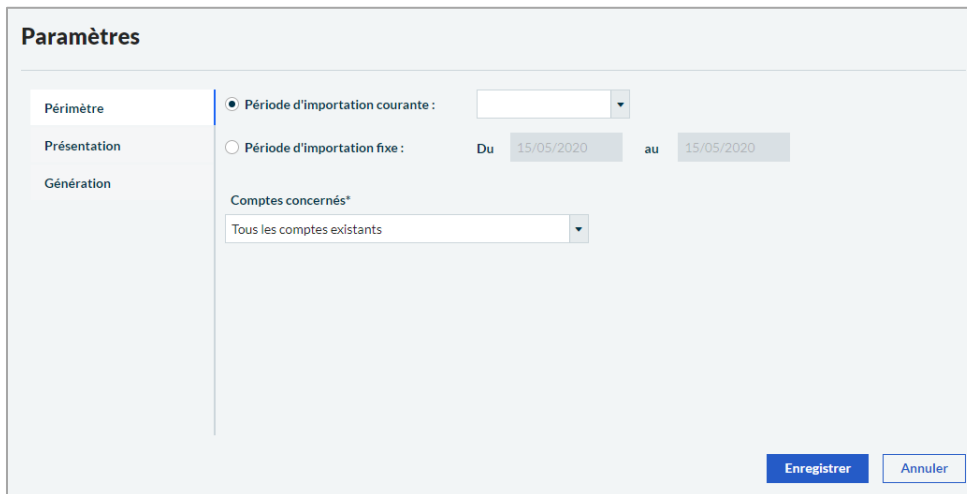
Select a **Format** for the export generation. The available formats vary according to the selected type.

For **Account Statements** type:

- **Transactions:** XML, AFB120, MT940, CAMT053, AEB43
- **Balances:** XML
- **Statements:** XML, AFB120, MT940, CAMT053, AEB43

Scope

This tab allows defining a time span and working accounts.



Select the **Export Period** from the dropdown list.

Choose **Current Period** (**Today**, **Last 7 days**, **Last 30 days**, **Last 12 months**, **Current week**, **Current month**, **Current year**) or **Fixed Period** (by specifying the start and end dates).

Select the option **Elements never exported only** if needed. Only the elements that have never been exported are to be exported between two occurrences. When this option is not selected, the export becomes cumulative.

Export

Define which accounts are involved in the export.

By default, **All existing accounts** is selected, which prevents the export from being modified for account creation.

You can modify this option and choose **List of defined accounts**: in the list of the accessible accounts, click the + icon to open the selection window. Select the accounts and click **Save** or **Cancel** to go back to the creation window.

Presentation

This tab allows defining the information to export for the XML format.

The screenshot shows the 'Création d'un export' window. At the top, there are dropdown menus for 'Pour le compte de*' (PPICHON), 'Langue*' (Français), 'Type*' (Relevés de compte), and 'Sous-type*' (Relevés). Below these are input fields for 'Libellé*', 'Titre du document*', and a 'Format*' dropdown set to 'XML'. The 'Paramètres' section is divided into three tabs: 'Périmètre', 'Présentation' (selected), and 'Génération'. The 'Présentation' tab shows two columns: 'Liste des informations disponibles' and 'Liste des informations à exporter'. The 'Liste des informations disponibles' column contains a list of items with checkboxes, including 'Rel. / BIC du compte', 'Rel. / Date de création', 'Rel. / Date du solde final en opération', 'Rel. / Date du solde final en valeur', 'Rel. / Date du solde initial en opération', 'Rel. / Devise du compte', 'Rel. / Devise du solde final en opération', 'Rel. / Devise du solde final en valeur', 'Rel. / Devise du solde initial en opération', 'Rel. / IBAN', and 'Rel. / Identifiant interne'. There is also an unchecked checkbox for 'Inclure les informations des détails des mouvements'. Arrow buttons (>>> and <<<<) are positioned between the columns. At the bottom right, there are 'Enregistrer' and 'Annuler' buttons.

In the left column, the **List of available elements** presents all the elements that can be exported.

Using the arrow buttons, move the elements you want to the right column **List of elements to export**.

If you want to export **Additional Information** which may be associated with some transactions, select the **All transactions details information** option.

It is only available for **Transactions** and **Statements** export sub-types.

Export

Generation

This tab allows defining the conditions for the export generation.

Paramètres

Périmètre
Présentation
Génération

Date de début* 01/12/2019
Date de fin* Après 10 occurrence(s)

Type de périodicité* Mensuelle

Le 1 tous les 1 mois Le [] tous les [] mois

Enregistrer Annuler

Select the **Start Date** of the export generation.

It must be today's date or after today's date.

The specification of the **End Date** is not mandatory. It may be a calendar date or a number of occurrences after which generation is over.

Note: When the activation has been set up, it cannot take place if the start date is today's date. But a message informs you that the process is to be executed right after saving it.

Select a **Period Type** for the export generation: daily, weekly, monthly. This particular setup has an impact on the rest of the setup.

For **Daily**, you can select:

- **Every x days** (x between 1 and 366)
- **Every weekday** (from Monday to Friday)

Type de périodicité*

Quotidienne

Tous les 1 jour(s) Tous les jours de la semaine

For **Weekly**: select an x number of weeks for the period (x between 1 and 52), as well as the weekdays.

Type de périodicité*

Hebdomadaire

Toutes les 1 semaine(s) le(s) lundi mardi mercredi jeudi vendredi samedi dimanche

Export

For **Monthly**: select an x day of each y month (x between 1 and 31) or the rank (1st, 2nd, 3rd, 4th, last) of an x day (any weekday) of each y month.

Type de périodicité*

Mensuelle

Le 1 tous les 1 mois Le 3ème mardi tous les 1 mois

Data Activation and Four-Eye Rule

In **Sage XRT Administration Service**, you can set up the export activation to make it mandatory.

For this purpose, in the **Data Activation** section, select the option **Required activation of bank statements data export**.

You can also make the four-eye rule mandatory for the management of Bank Statement reports.

For this purpose, in the **Four-Eye Rule** section, select the option **Application to export management of bank statements data**.

Click **Save** to save your modifications or **Cancel**.

Activation des données et règle des 4 yeux

Activation des données

Activation requise des utilisateurs ? Activation requise des identifications de la liste d'autorisation

Activation requise des sites ? Activation requise des identifications de la liste d'exclusion locale ?

Activation requise des profils ? Activation requise des exportations de données de relevés bancaires

Activation requise des reports de relevés bancaires ?

i Vous ne pouvez pas décocher une activation requise sur un élément s'il existe encore un élément en statut inactif dans la liste

Règle des 4 yeux

Application sur la gestion des utilisateurs Application sur la gestion des identifications de la liste d'autorisation

Application sur la gestion des sites Application sur la gestion des identifications de la liste d'exclusion locale

Application sur la gestion des profils Application sur la gestion des exportations de données de relevés bancaires

Application sur la gestion des paramètres d'authentification Application sur la gestion des reports de relevés bancaires

Application sur la gestion des tables de transcodage

Application sur la gestion des correspondances des tables de transcodage

Enregistrer **Annuler**

Export

Modification

To modify an export, click its description from the export list.

Important! When the activation is required, the modification is only possible for **inactive** exports.
If the four-eye rule is activated, the last user who intervenes on the export cannot modify it.

All elements can be edited except for **Type**, **Sub-type** and **Description**.

Deletion

To delete an export, select it from the export list and click the *bin* icon.

Important! When the activation is required, the deletion is only possible for **inactive** exports.
If the four-eye rule is activated, the last user who intervenes on the export cannot delete it.
Deleting an export processing involves the deletion of the documents associated with this processing.

Documents

In the **Export** menu, the **Documents** tab displays the list of the export files generated from the set up processing.

Export - Documents

Paramétrage

<Filtrer par type> <Filtrer par sous-type> Libellé contenant...

Date de début de fin génération : De A 17/06/2020 18/06/2020

0 sélectionné(s)

Libellé	Type	Sous-type	Format	Statut	Date de prise en compte	Date de démarrage de génération	Date de fin de génération	Document
A	Relevés de compte	Mouvements	AFB120	Terminé	2020-06-18 09:44:56	2020-06-18 09:44:56	2020-06-18 09:44:56	

Afficher 10 enregistrement(s) Page 1 sur 1 1 enregistrement(s)

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Export

The various columns provide the following:

- Export Process Description
- Export Process Type
- Export Format
- Export Status
- Date when the export is taken into account
- Start and end dates for Export Generation
- Exported file (gzipped) available for download

Criteria enable you to filter this list:

- Export Type: Account Statements, Intraday Statements, Transaction Statements.
- Export Sub-type: Transactions, Balances, Statements.
- Part or all of the description of the export process
- Range of generation end date

To delete export files, select them from the documents list and click the *bin* icon.

Reporting

This menu enables you to set up the report generation and to access the generated reports for viewing or other actions (sending, printing, etc.).

Setup

In the **Reporting** menu, the **Setup** tab displays the list of the existing and accessible reports.

The screenshot shows the 'Reporting - Paramétrage' interface. At the top, there's a navigation bar with 'Reporting' selected. Below it, the 'Paramétrage' section is active, showing a 'Documents' tab. There are three filter fields: '<Filtrer par type>', '<Filtrer par sous-type>', and 'Numéro de compte local contenant...'. A table displays the report list with columns: Libellé, Type, Sous-type, Format, Statut, and Date de dernière génération. The table shows one report: 'Rapport de contrôle des informations' with sub-type 'Contrôle de continuité', format 'PDF', status 'actif', and date '10/01/2020'. The table also includes a 'Nouveau report' button and a 'Page 1 sur 1' indicator.

Several criteria enable you to filter the report list:

- Report Type: **Information control report, Detailed statement on information receiving, Summary statement on information receiving, Statement on accounts scope checking.**
- Report Sub-type: **Account Statement, Intraday Statement, Transaction Statement, Continuity Check, Integrity Check, Integrity and Continuity Check.**
- Part or all of Account Number

Creation

Use the **New Report** button to create reports.

The creation process consists of four steps: identification, scope, presentation and generation.

Reporting

Identification

Select the user for whom the report is to be generated from the dropdown list called **On Behalf Of**. This element is mandatory as it helps checking the access rights to data before generation (potential restriction of the scope). The default value is **SELF** for the connected user, you can modify this value only if you are a security administrator. This list displays the users that belong to your tenant.

Select a language from the dropdown list. This field is mandatory (French, English, Spanish).

Select the report type to generate from the **Type** dropdown list. The available report types are:

- The **Information control report** lists by reception date (processing date of the file) the results of the continuity and integrity checks if they were required (otherwise, *n/a*). In case of error, a message specifies the reason.
- The detailed report of received accounts specifies by account and by date whether file processes have been successful (no error, Received status) or not (not received), as well as the number of transaction for the statement, if a file has been processed.

Select the report sub-type to generate from the corresponding dropdown list. The available report sub-types vary according to the selected **Type**:

- **Type: Information Checking report**
Sub-type: Integrity and Continuity Checks
- **Type: Detailed statement on information receiving**
Sub-type: Account Statement
Sub-type: Intraday Statements

Enter the **Description** to identify the report.

Specify the **Title** (in the selected language) for the generated report.

Select the **Format** for the report generation: PDF (default), XLS or HTML.

Reporting

Scope

This tab allows defining a time span and working accounts.

The screenshot shows the 'Paramètres' (Parameters) section of the reporting tool. On the left, there are three tabs: 'Périmètre' (selected), 'Présentation', and 'Génération'. The main area contains two radio buttons for the import period: 'Période d'importation courante' (selected) and 'Période d'importation fixe' (Fixed Period). The fixed period is currently set to 'Du 20/04/2020 au 20/04/2020'. Below this, there is a dropdown menu for 'Comptes concernés*' (Accounts concerned*) with the option 'Tous les comptes existants' selected.

Select the **Import Period** for the report. This period can be defined by:

Either a **Current Period**, select from these options:

- **Today**
- **Last 7 days**
- **Last 30 days**
- **Last 12 months**
- **This week**
- **This month**
- **This year**

Or a **Fixed Period**, enter the start date and end date.

Define which accounts are involved in the export.

By default, **All existing accounts** is selected, which prevents the export from being modified for account creation.

The screenshot shows the 'Paramètres' (Parameters) section with the 'Période d'importation fixe' (Fixed Import Period) radio button selected. The fixed period is set to 'Du 28/11/2019 au 01/02/2020'. The 'Comptes concernés*' (Accounts concerned*) dropdown menu is set to 'Liste définie de comptes' (Defined account list). Below the dropdown, it shows '0 sélectionné(s)' and a '+' button. A dark blue button labeled 'Numéro de compte local à contrôler' (Local account number to control) is visible at the bottom.

You can modify this option and choose **Defined Account List**: in the list of the accessible accounts, click the + button to open the selection window.

Reporting

Note: When the activation is required, it cannot take place if the start date is today's date. But a message informs you that the process is to be executed right after saving it.

Select a **Period Type** for the export generation: daily, weekly, monthly. This setup has an impact the rest of the setup.

For **Daily** reports, you can select:

- **Every x days** (x between 1 and 366)
- **Every weekday** (from Monday to Friday)

The screenshot shows a form titled 'Type de périodicité*'. It has a dropdown menu set to 'Quotidienne'. Below the dropdown, there are two radio button options: 'Tous les 1 jour(s)' (which is unselected) and 'Tous les jours de la semaine' (which is selected).

For **Weekly**: select an x number of weeks for the period (x between 1 and 52), as well as the weekdays.

The screenshot shows a form titled 'Type de périodicité*'. It has a dropdown menu set to 'Hebdomadaire'. Below the dropdown, there are two radio button options: 'Toutes les 1 semaine(s)' (which is unselected) and 'le(s) [] lundi [] mardi [] mercredi [] jeudi [] vendredi [] samedi [] dimanche' (which is selected).

For **Monthly**: select an x day of each y month (x between 1 and 31) or the rank (1st, 2nd, 3rd, 4th, last) of an x day (any weekday) of each y month.

The screenshot shows a form titled 'Type de périodicité*'. It has a dropdown menu set to 'Mensuelle'. Below the dropdown, there are two radio button options: 'Le 1 tous les 1 mois' (which is unselected) and 'Le 3ème mardi tous les 1 mois' (which is selected).

Data Activation and Four-Eye Rule

In **Sage XRT Administration Service**, you can set up the report activation to make it mandatory.

For this purpose, in the **Data Activation** section, select the option **Require Activation of Bank Statement Reports**.

You can also make the four-eye rule mandatory for the management of Bank Statement reports.

For this purpose, in the **Four-Eye Rule** section, select the option **Apply to management of bank statements reports**.

Click **Save** to save the setup or **Cancel** to ignore it.

Reporting

Activation des données et règle des 4 yeux

Activation des données

<input checked="" type="checkbox"/> Activation requise des utilisateurs ?	<input type="checkbox"/> Activation requise des identifications de la liste d'autorisation
<input checked="" type="checkbox"/> Activation requise des sites ?	<input checked="" type="checkbox"/> Activation requise des identifications de la liste d'exclusion locale ?
<input checked="" type="checkbox"/> Activation requise des profils ?	<input checked="" type="checkbox"/> Activation requise des reports de relevés bancaires

i Vous ne pouvez pas décocher une activation requise sur un élément s'il existe encore un élément en statut inactif dans la liste

Règle des 4 yeux

<input type="checkbox"/> Application sur la gestion des utilisateurs	<input type="checkbox"/> Application sur la gestion des identifications de la liste d'autorisation
<input type="checkbox"/> Application sur la gestion des sites	<input type="checkbox"/> Application sur la gestion des identifications de la liste d'exclusion locale
<input type="checkbox"/> Application sur la gestion des profils	<input type="checkbox"/> Application sur la gestion des reports de relevés bancaires
<input type="checkbox"/> Application sur la gestion des paramètres d'authentification	
<input type="checkbox"/> Application sur la gestion des tables de transcodage	
<input type="checkbox"/> Application sur la gestion des correspondances des tables de transcodage	

Modification

To modify a report, click on its description from the report list.

Important! When the activation is required, the modification is only possible for **inactive** reports.

When the four-eye rule is activated, the last user who intervenes on the report cannot modify it.

All elements can be edited except for **Type**, **Sub-type** and **Description**.

Deletion

To delete a report, select it from the report list and use the *bin* icon.

Important! When the activation is required, the deletion is only possible for **inactive** reports.

When the four-eye rule is activated, the last user who intervenes on the report cannot delete it.

Reporting

Documents

In the **Reporting** menu, the **Documents** tab displays the list of the documents generated based on the set up processing.

Reporting - Documents

Paramétrage

Documents

<Filtrer par type> <Filtrer par sous-type> Libellé contenant...

Date de début de fin génération : De 02/07/2020 A 03/07/2020

0 sélectionné(s)

Libellé	Type	Sous-type	Format	Statut	Date de prise en compte	Date de démarrage de génération	Date de fin de génération	Document
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-05-21 09:52:45	2020-05-21 09:52:45	2020-05-21 09:52:45	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-07-03 08:24:41	2020-07-03 08:24:42	2020-07-03 08:24:43	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-06-19 09:05:39	2020-06-19 09:05:40	2020-06-19 09:05:40	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-05-22 10:44:44	2020-05-22 10:44:44	2020-05-22 10:44:44	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-06-17 15:39:07	2020-06-17 15:39:38	2020-06-17 15:39:38	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-06-25 07:43:30	2020-06-25 07:43:32	2020-06-25 07:43:32	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-06-11 16:15:00	2020-06-11 16:16:00	2020-06-11 16:16:00	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-06-26 07:55:32	2020-06-26 07:55:32	2020-06-26 07:55:32	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-06-23 08:11:17	2020-06-23 08:11:17	2020-06-23 08:11:18	
REPORT1	Etat détaillé de réception d'information	Relevés de compte	PDF	Terminé	2020-07-02 08:33:31	2020-07-02 08:33:32	2020-07-02 08:33:32	

Afficher 10 enregistrement(s) Page 1 sur 2 18 enregistrement(s)

Criteria enable you to filter this list of the generated documents:

- Report Type: **Information control report, Detailed statement on information receiving, Summary statement on information receiving, Statement on accounts scope checking**
- Report Sub-type: **Account Statement, Intraday Statement, Charges Statement, Continuity Check, Integrity Check, Integrity and Continuity Check.**
- All or part of the report description
- Range of generation end date

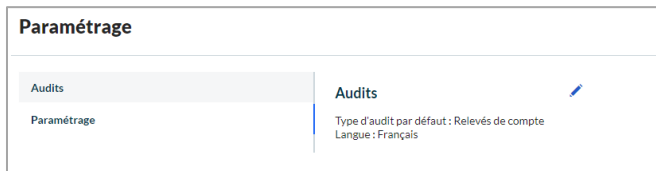
To delete a document, select them from the documents list and click the *bin* icon.

Audit

Setup

Select the **Audit** menu, then the **Setup** function.

The set up elements are displayed. To modify them, click the *pen* icon.



This function enables you to select the default audit type. Select it from the following options:

- **Bank Statements**
- **Intraday Statements**
- **Transaction Statements**
- **Charge Statement**
- **Statement Import**
- **Data Export**
- **Reporting**
- **Purge**
- **Groups**

The audit language cannot be accessed as it is defined in **Sage XRT Common Services Administration**.

Then click the **Save** button to save your setup.

Audits

Select the **Audit** menu, then the **Audits** function.

Choose the audit type (the default type is the one defined in the **Setup** function) and the period to filter the events.

Audit

Gestion des audits

Type d'audit: Relevés de compte | Période: Aucune | Rechercher

Date/Heure	Statut	Produit	Utilisateur	Compte utilisateur	Machine	Description
11/05/2020 15:05:17	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Correction du solde en date d'opération du 24/04/2020 avec la création d'un mouvement de 300,00 EUR
11/05/2020 15:03:59	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Correction du solde en date d'opération du 24/04/2020 avec la création d'un mouvement de -10,00 EUR
07/05/2020 15:04:44	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Enregistrement des options
06/05/2020 14:03:53	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Enregistrement des options
06/05/2020 12:16:30	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Enregistrement des options
05/05/2020 15:51:44	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Enregistrement des options
21/04/2020 14:43:20	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Correction du solde en date de valeur du 06/04/2020 avec la création d'un mouvement de 0,05 EUR
17/04/2020 08:52:41	Succès	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Correction du solde en date de valeur du 17/04/2020 avec la création d'un mouvement de 5,00 EUR
14/04/2020 16:25:49	Echec	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Violation of PRIMARY KEY constraint: 'PK_DTSGROUP'. Cannot insert duplicate key in object 'dbo.DTSGROUP'. The duplicate key value is (HOLDING).
09/04/2020 10:58:43	Echec	Sage XRT Common Service	PPICHON	ADMINISTRATEUR	WIN-18LGUGG6C31	Impossible de trouver l'objet dans la collection correspondant au nom ou à la référence originale demandé.

Afficher 10 enregistrement(s) | Page 1 sur 4 | 37 enregistrement(s)

Use the **Find** button to define additional criteria.

Recherche [X]

Date : Du 11/05/2020 Au 11/05/2020

Statut égal à :

Produit contenant :

Utilisateur contenant :

Compte utilisateur contenant :

Machine contenant :

Description contenant :

Rechercher Annuler

Once you selected the criteria, click **Find** to launch the search or **Cancel** to go back to the event list without filter.

Purge

Purging is enabled by default:

- As of 90 days for accounts statements (disposal of all files which opening balance dates fell 90 days ago)
- As of 30 days for intraday statements (disposal of all files which creation dates fell 30 days ago)
- Every hour

These purge timelines can be edited.

To do so, open **Sage.SCDTSServer.Service.exe.config** in **C:\Program Files\Common Files\xrt** and modify the following key values.

For accounts statements: `<add key="stmtdeletedays" value="90" />`

For intraday statements: `<add key="rptdeletedays" value="30" />`

In the key the purging frequency is specified in seconds: `<add key="stmtdeletefrequency" value="3600" />`

Important! You can deactivate the purge of account statements by specifying 0 in the **stmtdeletedays** key.
You can deactivate the purge of intraday statements by specifying 0 in the **rptdeletedays** key.
We strongly advise against these deactivations.