

## Trouble Shooting Balance Sheet Discrepancies

Check Statement Layout to ensure all relevant accounts are included IF NOT then

1. Generate a new statement layout.
2. Summarize the General Ledger again.
3. Run the Balance Sheet Again.

Ensure there are no postings into a closed period.

1. Run the PLRE in G/L Account Inquiry for all time.
2. Record the last transaction # and the date.
3. In Account Inquiry by Transaction# you will put the transaction # in the first transaction box and the date in the bottom date.
4. If the report shows anything after the PLRE and Retained earning entries these are transactions that have been posted in a close period and must be reversed.

Confirm that no posting was made to the PLNI. (There should NEVER be any)

1. Run the PLNI in G/L Account Inquiry for all time.