

PSCD – Reset Clearing

Module: PSCD // Process: Reset Clearing

Transactions Used: FP07

Overview

The reset clearing functionality is used when an item was cleared incorrectly. Central Operational Accounting-AR is responsible for resetting the clearing on documents in PSCD.

1. Transaction code FP07
2. Completed the following:
 - a. Clearing document: Document number to be reset
 - b. Reconciliation key: The system will default the next available reconciliation key.
 - c. Posting date
 - If clearing document was posted in current period, use original posting date
 - If clearing document was posted in a prior period, use the 1st day of the current month as the posting date
 - d. Document type: CL
 - e. Clearing Reason: 11 Reset Cleared Items
 - f. Setting for Scope of Reset: Select Whole clearing
 - g. Setting for Posting Clearing Amount: Select Retain distribution to account
3. Click Post.

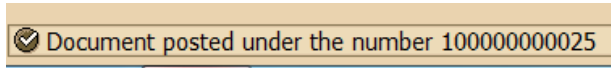
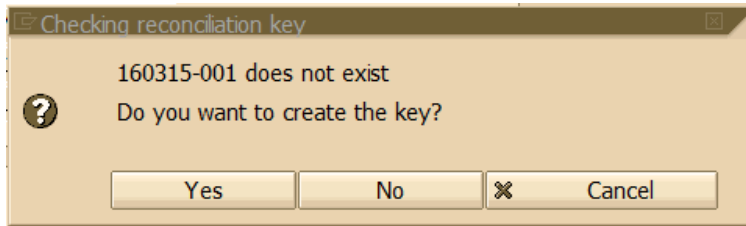
Reset Cleared Items

Selection Clearing	Clearing doc.	101000000044	Note Settings
Specifications for Reset Posting			
Reconciliation Key	160315-001		
Posting Date	3/1/16		
Document Type	CL Clearing		
Clearing Reason	11 Reset Cleared Items		
Setting for Scope of Reset			
<input type="radio"/> Not Yet Specified			
<input checked="" type="radio"/> Whole clearing			
<input type="radio"/> Parts of clearing			
Sel. Level for Partial Clrg		Partner/Account/Contract	
Setting for Posting Clearing Amount			
<input type="radio"/> Not Yet Specified			
<input type="radio"/> Create a new open item			
<input checked="" type="radio"/> Retain distribution to accounts			
<input type="radio"/> Clearing amount to clarification account			

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5. A popup box may appear that asks if you want to create the reconciliation key; select Yes.
 6. Click the green checkmark to continue.
 7. A message will appear at the bottom of the screen indicating that the reset clearing document has posted.
- Process is complete.