LEAHY
CONSULTING

Posting Shop Floor Control Transactions to the General Ledger

(Prepared for clients of Leahy Consulting – updated 4/9/22)

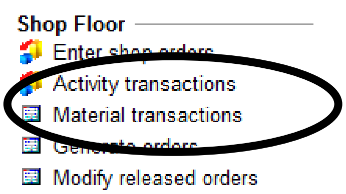
Leahy Consulting Technical Assistance Desk (513) 723-8094

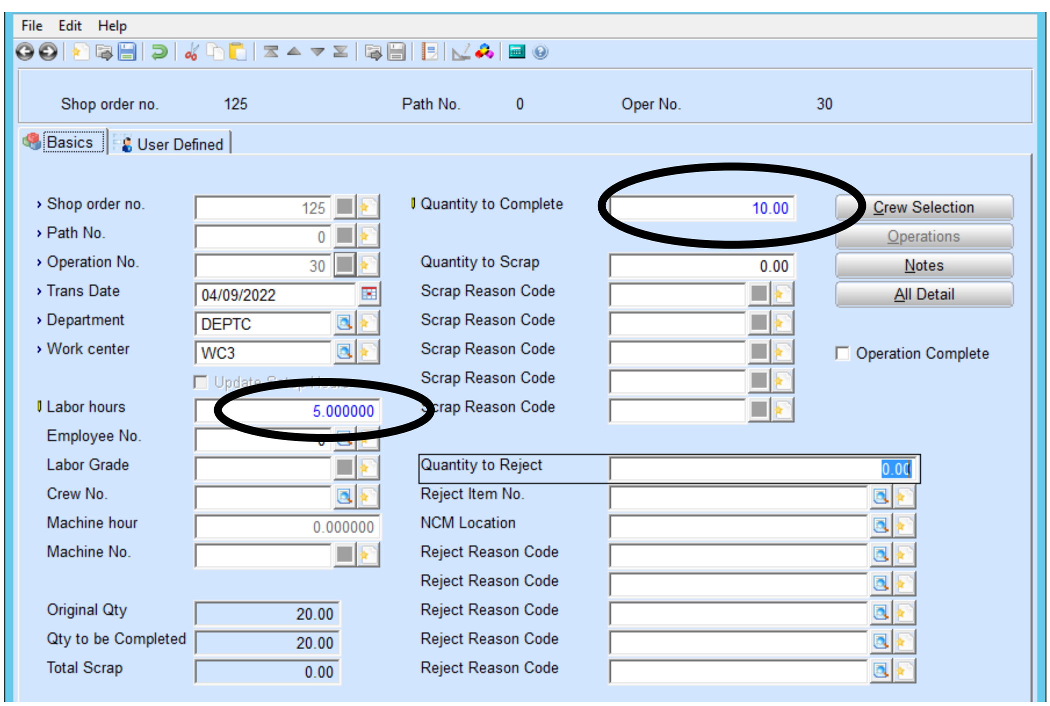
Processing steps:

1. Report production quantities and labor.
2. Close the shop order when all activity has been reported
3. Post transactions every day
4. Create & post standard costing variances (if you are using standard costing)
5. Using PULSE Dashboard software to track planned vs. actual quantities & labor as well as costs

Step 1: Reporting production quantities and labor

Navigation: Go to > 'Mfg Execution' tab > 'Shop Floor' > 'Activity transactions'.

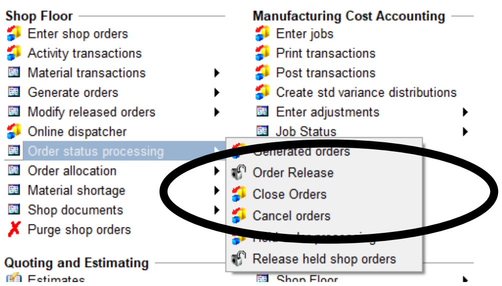




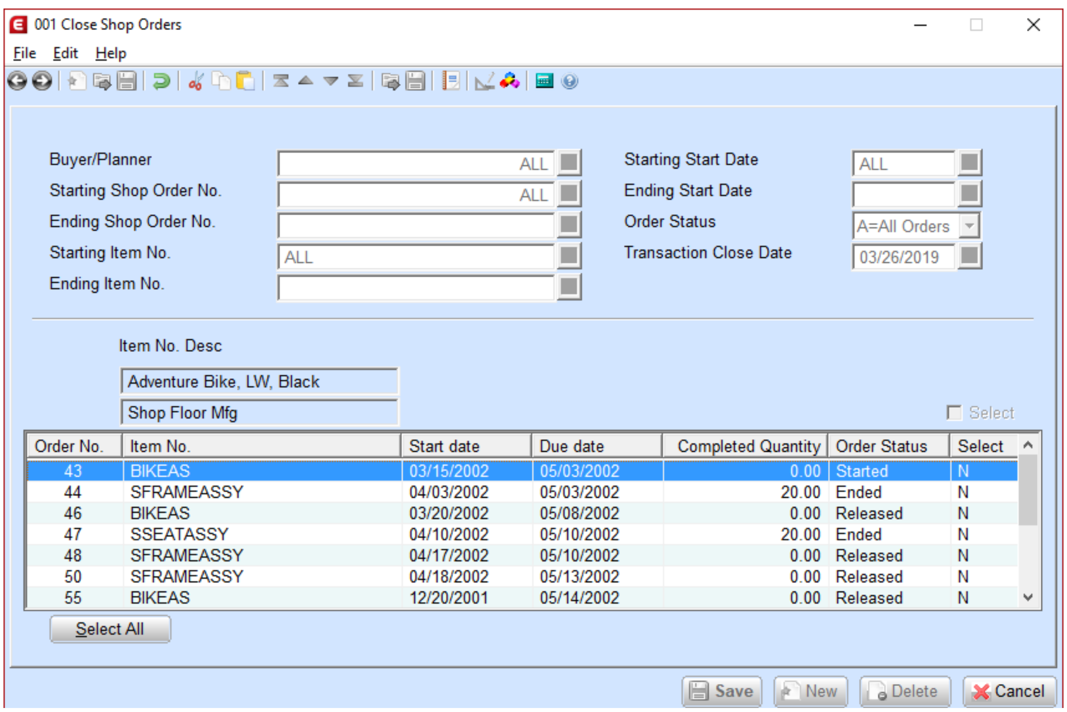
Step 2: Close the shop order when all activity has been reported

After each shop order has been reviewed to assure that all labor and reported quantity transactions have been entered, the order needs to be closed. By closing an order, you eliminate the possibility that transactions may be applied to the order in error.

Navigation: Go to > 'Mfg Execution' tab > 'Shop Floor' > 'Order Status Processing' > 'Close Orders'.



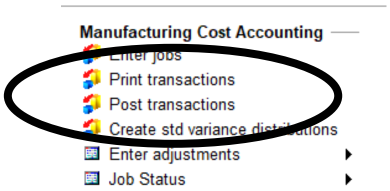
You can display all open orders on the screen and double-click the ones to be completed. As you do so, the 'Select' column will be changed from a 'N' to a 'Y'.

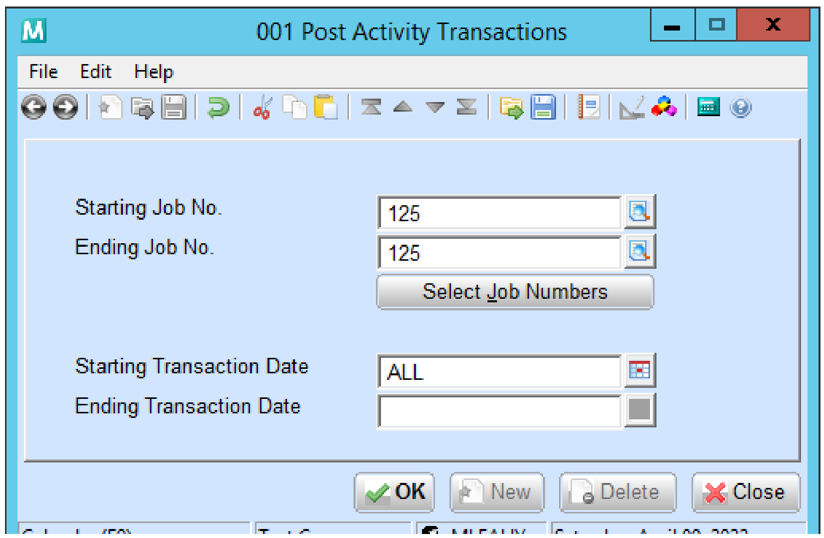


Step 3: Post transactions every day

This screen is used to post material and labor transactions to the general ledger.

Navigation: Go to > 'Mfg Execution' tab > 'Manufacturing Cost Accounting' > 'Post transactions'.

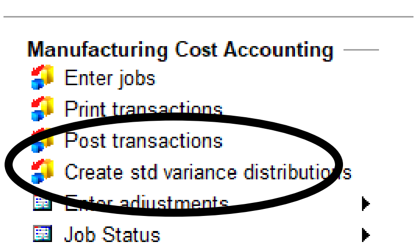




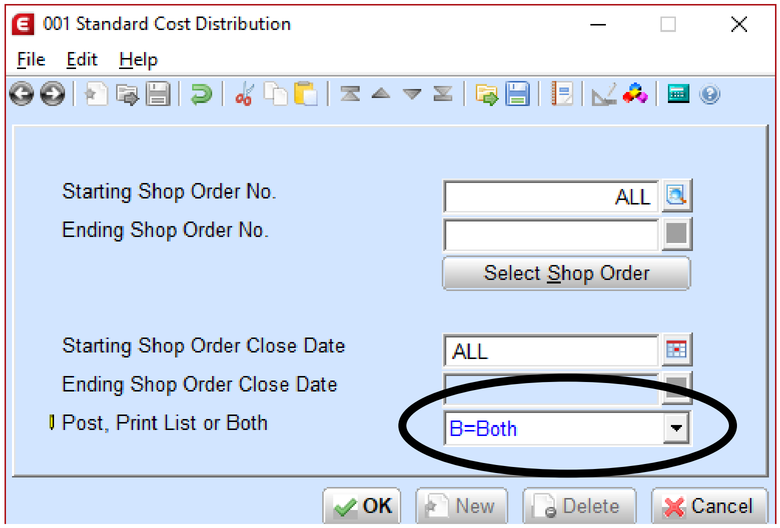
Step 4: Create & post standard costing variances (if you are using standard costing)

This screen is used to post material and labor transactions to the create general ledger variance transactions. NOTE: These transactions will ONLY be created for shop orders that have been closed.

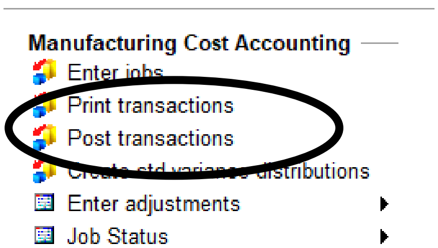
Navigation: Go to > 'Mfg Execution' tab > 'Manufacturing Cost Accounting' > 'Create Std Variance Distributions'.

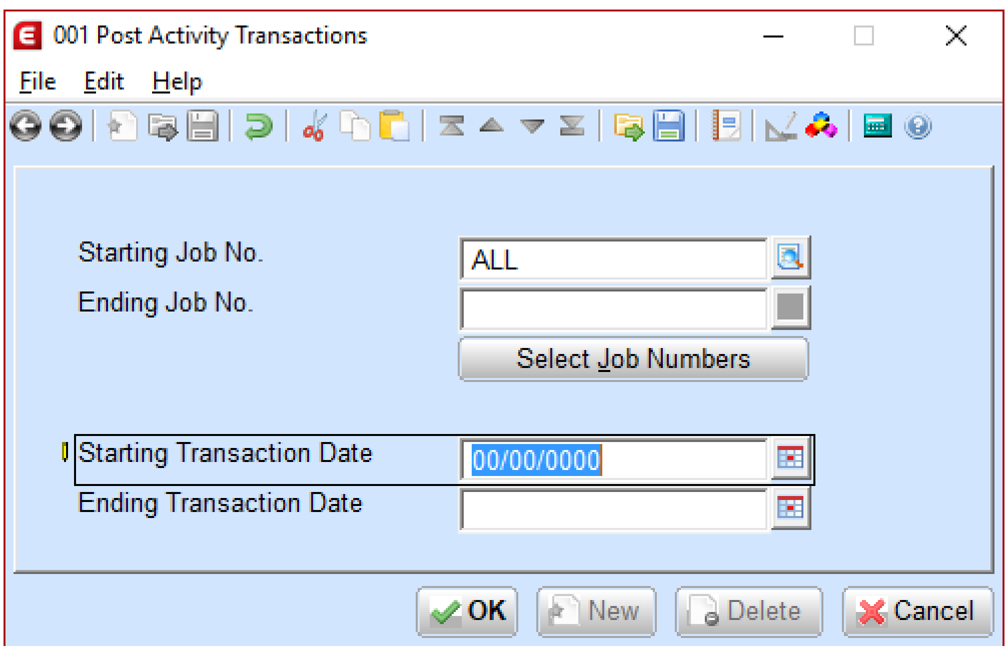


Post, Print List of Both – Select Both.



You can optionally post the transactions separately



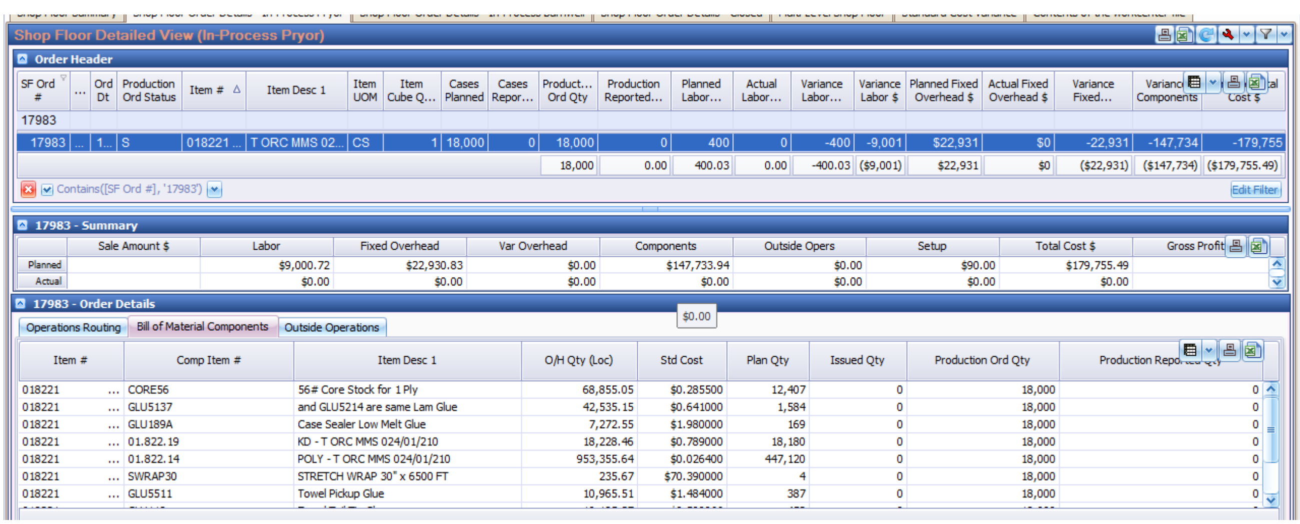


Step 5: Create & post standard costing variances (if you are using standard costing)

One you have released the shop order it is now time to review it using the PULSE Dashboard Shop Order Detailed View screen. Note that here are separate screens for in-process versus completed orders as well as hours versus $ variances

Verify that:

- the order has been released
- the planned quantity is correct
- the bill of material has been attached
- the correct routing has been attached. Be sure the department and work centers are correct.
- the planned labor hours are not zero (if they are zero, the order may not have been created correctly)



Shop Floor Detailed View (In-Process Pryor)

Order Header

SF Ord #	…	Ord Dt	Production Ord Status	Item #	Item Desc 1	Item UOM	Item Cube Q…	Cases Planned	Cases Repor…	Product… Ord Qty	Production Reported…	Planned Labor…	Actual Labor…	Variance Labor…	Variance Labor $	Planned Fixed Overhead $	Actual Fixed Overhead $	Variance Fixed…	Variance Components	Total Cost $
17983																				
17983	…	1…	S	018221 …	T ORC MMS 02…	CS	1	18,000	0	18,000	0	400	0	-400	-9,001	$22,931	$0	-22,931	-147,734	-179,755
										18,000	0.00	400.03	0.00	-400.03	($9,001)	$22,931	$0	($22,931)	($147,734)	($179,755.49)

Contains([SF Ord #], '17983') Edit Filter

17983 - Summary

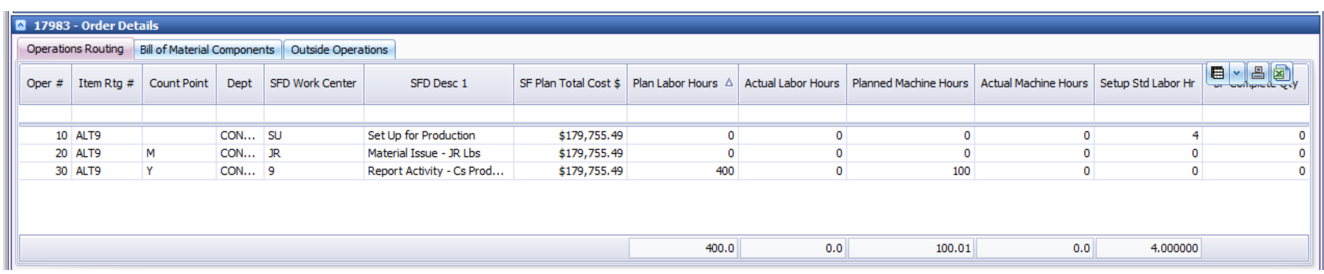
	Sale Amount $	Labor	Fixed Overhead	Var Overhead	Components	Outside Opers	Setup	Total Cost $	Gross Profit
Planned		$9,000.72	$22,930.83	$0.00	$147,733.94	$0.00	$90.00	$179,755.49	
Actual		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	

17983 - Order Details

Operations Routing | Bill of Material Components | Outside Operations

$0.00

Item #		Comp Item #	Item Desc 1	O/H Qty (Loc)	Std Cost	Plan Qty	Issued Qty	Production Ord Qty	Production Reported Qty
018221	…	CORE56	56# Core Stock for 1 Ply	68,855.05	$0.285500	12,407	0	18,000	0
018221	…	GLU5137	and GLU5214 are same Lam Glue	42,535.15	$0.641000	1,584	0	18,000	0
018221	…	GLU189A	Case Sealer Low Melt Glue	7,272.55	$1.980000	169	0	18,000	0
018221	…	01.822.19	KD - T ORC MMS 024/01/210	18,228.46	$0.789000	18,180	0	18,000	0
018221	…	01.822.14	POLY - T ORC MMS 024/01/210	953,355.64	$0.026400	447,120	0	18,000	0
018221	…	SWRAP30	STRETCH WRAP 30" x 6500 FT	235.67	$70.390000	4	0	18,000	0
018221	…	GLU5511	Towel Pickup Glue	10,965.51	$1.484000	387	0	18,000	0



17983 - Order Details

Operations Routing | Bill of Material Components | Outside Operations

Oper #	Item Rtg #	Count Point	Dept	SFD Work Center	SFD Desc 1	SF Plan Total Cost $	Plan Labor Hours	Actual Labor Hours	Planned Machine Hours	Actual Machine Hours	Setup Std Labor Hr	Completed Qty
10	ALT9		CON…	SU	Set Up for Production	$179,755.49	0	0	0	0	4	0
20	ALT9	M	CON…	JR	Material Issue - JR Lbs	$179,755.49	0	0	0	0	0	0
30	ALT9	Y	CON…	9	Report Activity - Cs Prod…	$179,755.49	400	0	100	0	0	0
							400.0	0.0	100.01	0.0	4.000000	