

# GA1093 – Transaction Code Table

## Table of Contents

- Introduction ..... 2
  - User Function Keys..... 2
- Initial Screen ..... 3
  - User Function Keys..... 3
  - Data Fields..... 3
  - Data Sets ..... 7
- GL Screen ..... 8
  - User Function Keys..... 8
  - Data Fields..... 8
  - Data Sets ..... 11
- File Posting Screen ..... 12
  - User Function Keys..... 12
  - Data Fields..... 12
  - Data Sets ..... 14

## Introduction

Use the Transaction Code Table to identify transaction codes and corresponding titles as well as edits, default coding, file posting and general ledgers associated with each transaction code. The transaction code generates both the debit and credit general ledger entries.

The Transaction Code Table Screen is a three-part screen. The screens are:

- [Transaction Code Table - Initial Screen](#)
- [Transaction Code Table - GL Screen](#)
- [Transaction Code Table - File Posting Screen](#)

Access the first screen through the FMS System Menu. To access either of the other two screens, select the corresponding function key.

## User Function Keys

Protected Functions	
F2	ADD
F3	CHANGE, except as noted below
F3	DELETE
User Functions	
F1	REFRESH
F3	CHANGE the following fields only:  TRNS CD TITLE TRNS DR/CR IND TRNS GROUP TRNS CD STATUS TRANSACTION EDITS DEFAULT CODING POOL CASH IND FILE POSTING TITLE FILE POSTING DR/CR
F4	INQUIRY
F5	GL SCREEN/TRANS CD SCREEN
F6	POSTING SCREEN GL/SCREEN
F8	MENU

## Initial Screen

Required table. Codes defined by SBCTC-ITD.

The Transaction Code Table - Initial Screen is the first of three screens you use to update the Transaction Code Table. Use it to identify edit requirements and, optionally, default coding for accounting transactions.

For a complete list of transaction code information, run the DataExpress procedures GA1093RE, GA1093RF, and GA1093RG (from Group Inform, Account PLIB).

## User Function Keys

F1	REFRESH
F2	ADD
F3	CHANGE  Displays the current record and allows you to change the following fields:  TRNS CD TITLE TRNS DR/CR IND TRNS GROUP TRNS CD STATUS TRANSACTION EDITS DEFAULT CODING
F4	INQUIRY
F5	GL SCREEN
F6	POSTING SCREEN
F8	MENU

## Data Fields

<a href="#">FYR</a> (display only)	<a href="#">DEFAULT CODING</a>
<a href="#">TRNS CODE</a> (key field)	<a href="#">APPR INDX</a>
<a href="#">TRNS CD TITLE</a>	<a href="#">PRG INDX</a>
<a href="#">TRNS DR/CR IND</a>	<a href="#">ORG INDX</a>
<a href="#">GEN TRNS CODE</a> (display only)	<a href="#">SOBJ</a>
<a href="#">TRNS GROUP</a>	<a href="#">SSOBJ</a>
<a href="#">TRNS CD STATUS</a> (required)	<a href="#">SRC REV</a>
<a href="#">TRNS CD TYPE</a> (display only)	<a href="#">SUBSRC</a>
<a href="#">RVSN DATE</a> (display only)	<a href="#">REIM CD</a>
<a href="#">TRANSACTION EDITS</a> (required)	<a href="#">SUBSID</a>

## Fiscal Year (TC-FYR)

<b>Description</b>	Display only. The fiscal year of the table.
--------------------	---

### *Transaction Code (TC-TRNS-CD)*

<b>Description</b>	Key field. A code defined by SBCTC-ITD which determines: <ul style="list-style-type: none"><li>• the general ledger debit and credit entries that will be generated by the transaction</li><li>• the required, optional, or not allowed elements of the account structure</li><li>• any default values of the account structure</li><li>• the FMS files (other than accounting detail and accounting summary) that will be updated by the transaction.</li></ul>
<b>Length</b>	3 characters

### *Transaction Code Title (TITLE)*

<b>Description</b>	A title defined by colleges describing the transaction code.
<b>Length</b>	20 characters

### *Transaction DR/CR Indicator (TRNS-DR-CR-IND)*

<b>Description</b>	A code indicating how the amount will be considered for batch balancing.
<b>Length</b>	1 character
<b>Values</b>	Defined by SBCTC-ITD as follows:  +            Debit (increase batch balance) -            Credit (decrease batch balance) <b>0 (zero)</b> Does not affect batch balance

### *Generated Transaction Code (GEN-TRNS-CD)*

<b>Description</b>	Display only. A code indicating that the use of the transaction code will automatically generate another transaction code.  <b>Note:</b> This field is not currently being used.
<b>Length</b>	3 characters

### *Transaction Group (TRNS-GRP)*

<b>Description</b>	A code used to group transactions into specific categories.  <b>Note:</b> This field is not currently being used.
<b>Length</b>	2 characters
<b>Edits</b>	Must be valid on the Transaction Group Table (GA1067).

### *Transaction Code Status (EDIT-STAT)*

<b>Description</b>	Entry required. A code identifying the status of the key field.
<b>Length</b>	1 character

<b>Values</b>	Defined by SBCTC-ITD as follows:  <b>A</b> Active (default) <b>L</b> Limited <b>I</b> Inactive <b>D</b> Delete
---------------	---

**Transaction Code Type (TRNS-CD-TYP)**

<b>Description</b>	Display only. A code identifying the type of transaction.
<b>Length</b>	1 digit
<b>Values</b>	Defined by SBCTC-ITD as follows:  <b>1</b> Bank deposit <b>2</b> Liquidation <b>3</b> Encumbrance <b>4</b> Fund balance <b>5</b> Cash over and short <b>6</b> AR charge <b>7</b> Other AR <b>8</b> Due to/from fund <b>9</b> Due to/from agency

**Revision Date (RVSN-DATE)**

<b>Description</b>	Display only. A date assigned by the system indicating when the current record was changed or added.
--------------------	--

**Transaction Edits**

<b>Description</b>	Entry required. A series of codes indicating which fields of the account structure are required, optional or not allowed for the specified transaction code.
<b>Length</b>	1 character
<b>Values</b>	Defined by SBCTC-ITD as follows:  <b>R</b> Required <b>N</b> Not allowed <b>O</b> Optional

**Default Coding**

<b>Description</b>	The values assigned to the default coding area will be inserted in the account structure of every transaction with this transaction code if the corresponding field or fields on the entered transaction is or are blank. If the values for the account structure element are variable (e.g., the pooled cash process), a wildcard character ("@" ) is assigned for the default coding.
--------------------	---

### *Appropriation Index (APPR-INDX)*

<b>Description</b>	A code assigned by colleges identifying fund and appropriation combinations.
<b>Edits</b>	If entered, the appropriation index must be valid on the Fund/Appropriation Information Table (GA1090) or "@@@".

### *Program Index (PRG-INDX)*

<b>Description</b>	A code assigned by colleges representing a program (for example, General Administration or Student Services), subprogram (a further definition of activities within a program), and activity (yet a further definition within the program and sub-program structure).
<b>Edits</b>	If entered, the program index must be either valid on the Program Information Table (GA1091) or be "@@@".

### *Organization Index (ORG-INDX)*

<b>Description</b>	A code assigned by colleges representing the campus, division and department assignments.
<b>Edits</b>	If entered, the organization index must be either valid on the Organization Information Table (GA1092) or be "@@@@".

### *Subobject (SOBJ)*

<b>Description</b>	A code defined by SBCTC-ITD representing the object and subobject for expenditure transactions, for example:  <table border="1"><thead><tr><th><b>Detail Level</b></th><th><b>Code</b></th><th><b>Title</b></th></tr></thead><tbody><tr><td>Object</td><td>E</td><td>Goods and services</td></tr><tr><td>Subobject</td><td>EA</td><td>Supplies</td></tr></tbody></table>	<b>Detail Level</b>	<b>Code</b>	<b>Title</b>	Object	E	Goods and services	Subobject	EA	Supplies
<b>Detail Level</b>	<b>Code</b>	<b>Title</b>								
Object	E	Goods and services								
Subobject	EA	Supplies								
<b>Edits</b>	If entered, the subobject must be either valid on the Subobject Table (GA1011) or be "@@".									

### *Sub-Subobject (SSOBJ)*

<b>Description</b>	A code assigned by colleges providing further detail within the object/subobject code structure for expenditures. For example:  <table border="1"><thead><tr><th><b>Detail Level</b></th><th><b>Code</b></th><th><b>Title</b></th></tr></thead><tbody><tr><td>Object</td><td>E</td><td>Goods and services</td></tr><tr><td>Subobject</td><td>EA</td><td>Supplies</td></tr><tr><td>Sub-subobject</td><td>10</td><td>Office supplies</td></tr><tr><td></td><td>20</td><td>Instruction supplies</td></tr><tr><td></td><td>30</td><td>Janitorial supplies</td></tr></tbody></table>	<b>Detail Level</b>	<b>Code</b>	<b>Title</b>	Object	E	Goods and services	Subobject	EA	Supplies	Sub-subobject	10	Office supplies		20	Instruction supplies		30	Janitorial supplies
<b>Detail Level</b>	<b>Code</b>	<b>Title</b>																	
Object	E	Goods and services																	
Subobject	EA	Supplies																	
Sub-subobject	10	Office supplies																	
	20	Instruction supplies																	
	30	Janitorial supplies																	
<b>Edits</b>	If entered, the sub-subobject must be valid on the Sub-Subobject Table (GA1012) or "@@".																		

### *Source of Revenue (SRC-REV)*

<b>Description</b>	<p>A code defined by SBCTC-ITD representing the major group and major source for revenue transactions. Major group is a 2-character code that identifies the type of revenue (for example, federal grants, miscellaneous revenues, or operating revenues). This code must be valid on the Major Group Table (GA1034).</p> <p>Major source is a 2-character code that is a further definition of the major group (for example, revenues from fines, capital gains, or sale of property). This code must be valid on the Major Source Table (GA1035).</p>
<b>Edits</b>	If entered, the source of revenue must be either valid on the Major Source Table (GA1035) or be "@@@".

### *Subsource of Revenue (SSRC)*

<b>Description</b>	A code assigned by colleges used to further identify types of revenue within a source of revenue.
<b>Edits</b>	If entered, the subsource must be either valid on the Subsource Table (GA1036) or be "@@".

### *Reimbursable Code (REIM-CD)*

<b>Description</b>	A code assigned by colleges used to capture a particular type of accounting activity and retain the detailed transactions (for example, financial aid or work study).
<b>Edits</b>	If entered, the reimbursable code must be either valid on the Reimbursable Table (GA1075) or be "@@".

### *Subsidiary Account (SUBSID-ACCT)*

<b>Description</b>	A code that is used on accounts receivable, financial aid, and due to/from fund or agency transactions.
<b>Edits</b>	<p>Positions 8 through 10 must be valid on the Financial Aid Program Code Table (BM1002) or the Fund Table (GA1022) or the State Agency Table (ZX0060) or be "@@@".</p> <p>If entered, positions 1 through 6 must be either valid on the Accounts Receivable Description Table (BM2001) or be "@@@@@".</p>

### **Data Sets**

Additions and changes made on this screen may update the following data sets:

- Transaction Code Table Master (TRNS-CD-TBL-M)
- Transaction Code/General Ledger Table (TRNS-CD-GL-TBL-D)
- Transaction File Posting Table (FILE-POST-TBL-D)

## GL Screen

Required table. Codes defined by SBCTC-ITD.

The Transaction Code Table - GL Screen is the second of three screens you use to update the Transaction Code Table. Use this screen to update one or more pairs of general ledgers that are updated by a transaction using the specified transaction code.

For a complete list of transaction code information, run the DataExpress procedures GA1093RE, GA1093RF, and GA1093RG (from Group Inform, Account PLIB).

### User Function Keys

F1	REFRESH
F3	CHANGE/DELETE  Displays the current record and allows you to change the POOL CASH IND field.  DELETE is a protected function.
F4	INQUIRY
F5	TRANS CD SCREEN
F6	POSTING SCREEN
F8	MENU

### Data Fields

<a href="#">FYR</a> (display only)	<a href="#">DR3</a> (display only)
<a href="#">TRANSACTION CODE</a> (display only)	<a href="#">CR3</a> (display only)
<a href="#">TRNS CODE TITLE</a> (display only)	<a href="#">DR4</a> (display only)
<a href="#">FUND TYPE</a> (key field)	<a href="#">CR4</a> (display only)
<a href="#">POOL CASH IND</a>	<a href="#">AFRS TRNS CD</a> (display only)
<a href="#">GL ACCOUNTS</a>	<a href="#">TRNS RVRS</a> (display only)
<a href="#">DR1</a> (display only)	<a href="#">GL PAIRS</a> (AFRS General Ledger Sequence 1) (display only)
<a href="#">CR1</a> (display only)	<a href="#">AFRS TRNS CD</a> (display only)
<a href="#">DR2</a> (display only)	<a href="#">TRNS RVRS</a> (display only)
<a href="#">CR2</a> (display only)	<a href="#">GL PAIRS</a> (AFRS General Ledger Sequence 2) (display only)

### Fiscal Year (TC-FYR)

<b>Description</b>	Display only. The fiscal year of the table.
--------------------	---

### Transaction Code (TC-TRNS-CD)

<b>Description</b>	<p>Display only. Displayed from the Transaction Code Table - Initial Screen.</p> <p>A code defined by SBCTC-ITD which determines:</p> <ul style="list-style-type: none"> <li>the general ledger debit and credit entries that will be generated by the</li> </ul>
--------------------	---



	<p>transaction</p> <ul style="list-style-type: none"> <li>• the required, optional, or not allowed elements of the account structure</li> <li>• any default values of the account structure</li> <li>• the FMS files (other than accounting detail and accounting summary) that will be updated by the transaction.</li> </ul>
<b>Length</b>	3 characters

**Transaction Code Title (TITLE)**

<b>Description</b>	<p>Display only. A title describing the transaction code. Displayed from the Transaction Code Table - Initial Screen.</p> <p>A title defined by colleges describing the transaction code.</p>
<b>Length</b>	20 characters

**Fund Type (FND-TYP)**

<b>Values</b>	<p>Key field. A code identifying the type of fund used in the transaction. Defined by SBCTC-ITD as follows:</p> <ul style="list-style-type: none"> <li><b>1</b> Treasury funds</li> <li><b>2</b> Trust and agency funds</li> <li><b>3</b> Local allotted funds</li> <li><b>4</b> Proprietary/internal service funds</li> <li><b>5</b> Agency funds</li> </ul>
---------------	---

**Pooled Cash Indicator (POOL-CASH-IND)**

<b>Description</b>	A code indicating whether a transaction affects pooled cash and, if so, whether it is an increase or decrease to pooled cash.
<b>Length</b>	1 character
<b>Values</b>	<p>Defined by SBCTC-ITD as follows:</p> <ul style="list-style-type: none"> <li><b>+</b> Increases pooled cash</li> <li><b>-</b> Decreases pooled cash</li> <li><b>0 (zero)</b> No effect on pooled cash</li> </ul>

**GL Accounts (GK-GL)**

<p><b>Debit General Ledger 1 (DR-GL-1)</b>  <b>Debit General Ledger 2 (DR-GL-2)</b>  <b>Debit General Ledger 3 (DR-GL-3)</b>  <b>Debit General Ledger 4 (DR-GL-4)</b></p>	
<b>Description</b>	Display only. A code identifying the general ledger to be debited by the transaction.

<b>Length</b>	4 characters
<b>Edits</b>	Must be valid on the General Ledger Table (GA1031).

<b>Credit General Ledger 1 (CR-GL-1)</b> <b>Credit General Ledger 2 (CR-GL-2)</b> <b>Credit General Ledger 3 (CR-GL-3)</b> <b>Credit General Ledger 4 (CR-GL-4)</b>	
<b>Description</b>	Display only. A code identifying the general ledger to be credited by the transaction.
<b>Length</b>	4 characters
<b>Edits</b>	Must be valid on the General Ledger Table (GA1031).

***AFRS Transaction Code (AFRS-TRNS-CD)***

<b>Description</b>	Display only. The transaction code used for external reporting. This field cannot be left blank. Three asterisks (***) are assigned if the transaction is not reported externally.
<b>Edits</b>	Must be valid on the AFRS Transaction Code Table (CR2307).

***Transaction Reverse (TRNS-RVRS)***

<b>Description</b>	Display only. A code indicating that the AFRS transaction code is to be reversed.				
<b>Length</b>	1 character				
<b>Values</b>	Defined by SBCTC-ITD as follows:  <table style="margin-left: 40px;"> <tr> <td><b>R</b></td> <td>Reverse posting</td> </tr> <tr> <td><b>Blank</b></td> <td>Normal posting</td> </tr> </table>	<b>R</b>	Reverse posting	<b>Blank</b>	Normal posting
<b>R</b>	Reverse posting				
<b>Blank</b>	Normal posting				

***AFRS General Ledger Sequence (AFRS-GL-SEQ)***

<b>Description</b>	Display only. The FMS general ledger pair to be used for the AFRS transaction code.
--------------------	---

***AFRS Transaction Code 2 (AFRS-TRNS-CD-2)***

<b>Description</b>	Display only. The second transaction code used for external reporting. If it is not needed, this field can be left blank.
--------------------	---

***Transaction Reverse 2 (TRNS-RVRS-2)***

<b>Description</b>	Display only. A code indicating that the second AFRS transaction code is to be reversed.
--------------------	--

<b>Length</b>	1 character				
<b>Values</b>	Defined by SBCTC-ITD as follows:  <table> <tr> <td><b>R</b></td> <td>Reverse posting</td> </tr> <tr> <td><b>Blank</b></td> <td>Normal posting</td> </tr> </table>	<b>R</b>	Reverse posting	<b>Blank</b>	Normal posting
<b>R</b>	Reverse posting				
<b>Blank</b>	Normal posting				

***AFRS General Ledger Sequence 2 (AFRS-GL-SEQ-2)***

<b>Description</b>	Display only. The FMS general ledger pair to be used for the second AFRS transaction code.
--------------------	--

**Data Sets**

Additions and changes made on this screen may update the following data sets:

- Transaction Code Table Master (TRNS-CD-TBL-M)
- Transaction Code/General Ledger Table (TRNS-CD-GL-TBL-D)
- Transaction File Posting Table (FILE-POST-TBL-D)

## File Posting Screen

Optional table. Codes defined by SBCTC-ITD.

The Transaction Code Table - File Posting Screen is the third of three screens used to update the Transaction Code Table. It identifies the files (other than the general ledger file) to be updated by the transactions.

For a complete list of transaction code information, run the DataExpress procedures GA1093RE, GA1093RF, and GA1093RG (from Group Inform, Account PLIB).

## User Function Keys

Protected Functions	
F2	ADD
F3	DELETE
User Functions	
F1	REFRESH
F3	CHANGE File Posting Title and File Posting Dr/Cr fields
F4	INQUIRY
F5	TRANS CD SCREEND
F6	GL SCREEN
F8	MENU

## Data Fields

<a href="#">FYR</a> (display only)	<a href="#">CR1</a>
<a href="#">TRANSACTION CODE</a> (display only)	<a href="#">DR2</a>
<a href="#">TRNS CD TITLE</a> (display only)	<a href="#">CR2</a>
<a href="#">FILE POSTING:</a>	<a href="#">DR3</a>
<a href="#">POSTING RTN NUM</a> (key field)	<a href="#">CR3</a>
<a href="#">TITLE</a>	<a href="#">DR4</a>
<a href="#">DR1</a>	<a href="#">CR4</a>

## Fiscal Year (TC-FYR)

<b>Description</b>	Display only. The fiscal year of the table.
--------------------	---

## Transaction Code (TC-TRNS-CD)

<b>Description</b>	<p>Display only. Displayed from the Transaction Code Table - Initial Screen.</p> <p>A code defined by SBCTC-ITD which determines the general ledger debit and credit entries that will be generated by the transaction. In addition, the code determines the required, optional, or not allowed elements of the account structure; any default values of the account structure; and the FMS files (other than accounting detail and accounting summary) that will be updated by the transaction.</p>
<b>Length</b>	3 characters

***Transaction Code Title (TC-TRNS-CD)***

<b>Description</b>	Display only. Displayed from Transaction Code Table - Initial Screen.  A title defined by colleges describing the transaction code.
<b>Length</b>	20 characters

***File Posting Fields:***

***Transaction Posting Routine Number (POST-RTN-NUM)***

<b>Description</b>	Key field. A code defined by SBCTC-ITD identifying the program used to update transactions to the specified file.						
<b>Values</b>	Defined by SBCTC-ITD as follows:  <table><tr><td><b>BUDGET</b></td><td>Budget File</td></tr><tr><td><b>GA1906</b></td><td>Subledgers</td></tr><tr><td><b>FINAID</b></td><td>Financial Aid</td></tr></table>	<b>BUDGET</b>	Budget File	<b>GA1906</b>	Subledgers	<b>FINAID</b>	Financial Aid
<b>BUDGET</b>	Budget File						
<b>GA1906</b>	Subledgers						
<b>FINAID</b>	Financial Aid						

***Title (TITLE)***

<b>Description</b>	The title of the program that updates transactions to the specified file.
<b>Length</b>	20 characters

***Posting Debit General Ledger 1 (POST-DR-GL-1)***

***Posting Debit General Ledger 2 (POST-DR-GL-2)***

***Posting Debit General Ledger 3 (POST-DR-GL-3)***

***Posting Debit General Ledger 4 (POST-DR-GL-4)***

<b>Description</b>	A code identifying whether the debit general ledger is to be updated to the file indicated.				
<b>Length</b>	1 character				
<b>Values</b>	Defined by SBCTC-ITD as follows:  <table><tr><td><b>Y</b></td><td>Yes</td></tr><tr><td><b>N</b></td><td>No (default)</td></tr></table>	<b>Y</b>	Yes	<b>N</b>	No (default)
<b>Y</b>	Yes				
<b>N</b>	No (default)				

***Posting Credit General Ledger 1 (POST-CR-GL-1)***

***Posting Credit General Ledger 2 (POST-CR-GL-2)***

***Posting Credit General Ledger 3 (POST-CR-GL-3)***

***Posting Credit General Ledger 4 (POST-CR-GL-4)***

<b>Description</b>	A code identifying whether the credit general ledger is to be updated to the file indicated.
<b>Length</b>	1 character

<b>Values</b>	Defined by SBCTC-ITD as follows:  <b>Y</b> Yes <b>N</b> No (default)
---------------	---

### Data Sets

Additions and changes made on this screen may update the following data sets:

- Transaction Code Table Master (TRNS-CD-TBL-M)
- Transaction Code/General Ledger Table (TRNS-CD-GL-TBL-D)
- Transaction File Posting Table (FILE-POST-TBL-D)