Osprey Approach: Posting multi-line journals

This help guide was last updated on
Jan 3rd, 2024

The latest version is always online at
https://support.ospreyapproach.com/?p=514

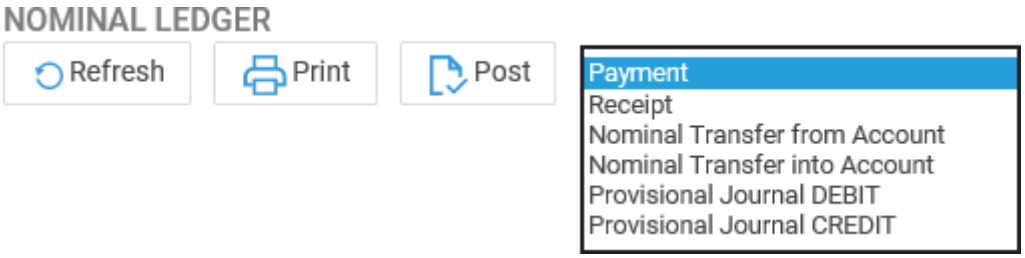
Osprey™ Approach

Osprey Approach allows you post a nominal transfer to several destination ledgers if required. This guide will take you through this process.

Select nominal and posting type

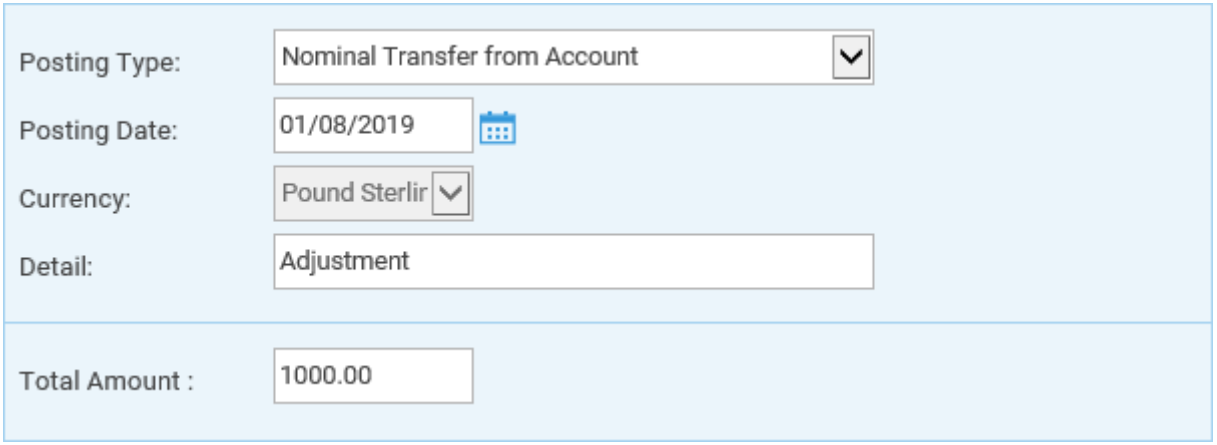
Navigate to the Nominal Ledgers tab and ensure that you have the correct Ledger, SAC, Branch and Department selected.

Select either Nominal Transfer from Account or Nominal Transfer Into Account



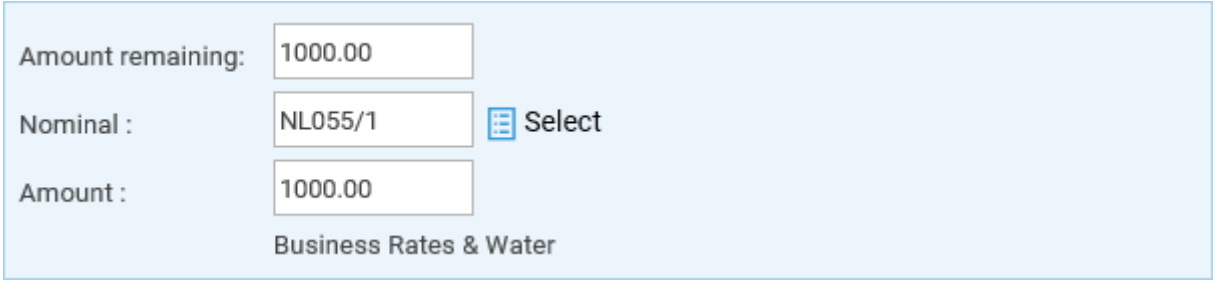
Enter the posting details

Click Post to open up the posting screen. Enter the appropriate date, detail and a total amount.



Select destination ledger(s)

You can now select the destination ledger and change the amount as required. Once done, click the Accept button.



Repeat this process until the figure has been completely allocated. You can then enter a reference and select the Post button.

DESTINATION ACCOUNTS SELECTED

ACCOUNT	SAC	B	D	NAME	AMOUNT	
NL055	1	1	1	Adjustment	450.00	Remove
NL065	1	1	1	Adjustment	200.00	Remove
NL075	1	1	1	Adjustment	350.00	Remove

Reference : ADJ001