Historical Inventory Trial Balance Report

The Historical Inventory Trial Balance (HITB) report shows your inventory value as of a specific date or date range and the value of the five different quantity types. You can use this report to balance your inventory value with the appropriate accounts in General Ledger.

The HITB report is available after you’ve completed the following tasks.

- Download and install Service Pack 2 or the most recent hotfix for Microsoft Dynamics™ GP Release 10.0. See the Service Pack, Hotfix, and Compliance Update Patch Releases for Microsoft Dynamics GP 10.0 Web site (https://mbs.microsoft.com/customersource/downloads/servicepacks/mdgp10_patchreleases.htm?printpage=false) for the latest hotfix.

And

- Use the HITB Inventory Reset Tool to establish beginning balances based on your current inventory quantity for the appropriate accounts in General Ledger and to create beginning balance records for those items in the Historical Inventory Trial Balance table.

You must contact Microsoft Dynamics GP Technical Support to see if the Historical Inventory Trial Balance report and the HITB Inventory Reset Tool fits your current business process. For information about contacting Microsoft Dynamics GP Technical Support, see Contacting Microsoft Dynamics GP Technical Support on page 11.

See the frequently asked question (FAQ) article about the Historical Inventory Trial Balance report (https://mbs.microsoft.com/fileexchange/?fileID=da4737f7-9ff7-4a96-8e74-a3fe3432be33) for more additional information.

The information is divided into the following sections.

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- Understanding the Historical Inventory Trial Balance report on page 4
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Historical Inventory Trial Balance report

The Historical Inventory Trial Balance report lists quantity balances and inventory values at a certain point in time. You also can use the report to balance your inventory with the appropriate accounts in General Ledger.

The information that prints on the report is stored in the new HITB Inventory Transaction History Detail (SEE30303) table. All inventory transactions and cost adjustments will create records in the SEE30303 table.
Before you can use the Historical Inventory Trial Balance report, your inventory must balance with the appropriate accounts in General Ledger. You must use the HITB Inventory Reset Tool to reset your inventory balance. See HITB Inventory Reset Tool overview on page 4 for more information.

**Printing the Historical Inventory Trial Balance report**

Use the Inventory Activity Report Options window to print the Historical Inventory Trial Balance report. You can use this window to create or modify sorting, restriction, and printing options for the Historical Inventory Trial Balance report.

The following table lists the report options for the Historical Inventory Trial Balance report.

<table>
<thead>
<tr>
<th>Sorting Options</th>
<th>Item Number</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ranges</td>
<td>Item Number</td>
<td>Account Number</td>
</tr>
<tr>
<td></td>
<td>QTY Type</td>
<td>Date</td>
</tr>
<tr>
<td></td>
<td>Generic Description</td>
<td>Item Class</td>
</tr>
<tr>
<td>Sites</td>
<td>All</td>
<td>By Site</td>
</tr>
<tr>
<td>Print</td>
<td>Detail</td>
<td>Summary</td>
</tr>
<tr>
<td>Date</td>
<td>As of Date (Document date)</td>
<td>GL Posting Date</td>
</tr>
</tbody>
</table>

To print the Historical Inventory Trial Balance report:

1. Open the Inventory Activity Reports window. (Reports >> Inventory >> Activity)
2. Select Historical IV Trial Balance from the Reports list and choose New to open the Inventory Activity Report Options window.
For existing companies that have inventory transactions, the Historical Inventory Trial Balance report option is available after you use the HITB Inventory Reset Tool. For new companies that were created after applying the service pack, the Historical Inventory Trial Balance report option is automatically available.

3. Enter an option name and create a report option to sort or restrict the report. You can print the report using the General Ledger posting date or the document date. You also can print the Historical Inventory Trial Balance in summary or in detail.

4. Choose Destination. Select a printing destination and choose OK. The Inventory Activity Report Options window is redisplayed.

5. Choose Print.

You can print the Historical Inventory Trial Balance report from either the Inventory Activity Reports window or the Inventory Activity Report Options window. You also can save the report option and print later.

**Using the Historical Inventory Trial Balance report**

You can use the Historical Inventory Trial Balance report to balance your inventory to your General Ledger. To balance a single inventory account, print the Historical Inventory Trial Balance report for that account without using any other restrictions. Then, print the General Ledger Trial Balance report for the same account. Be sure that you use the same date when printing both reports.

If you are balancing your current inventory value to General Ledger, print the Historical Inventory Trial Balance report with no restrictions selected. Then, print the General Ledger Trial Balance report using the same range of accounts as the Historical Inventory Trial Balance report.

If the Historical Inventory Trial Balance report and the General Ledger Trial Balance report don’t balance with each other, one of the following situations might have occurred.

- You have posted to an inventory account through General Ledger and not through the subsidiary modules.
- You have posted to General Ledger, but the batch was modified before posting to General Ledger.
- You have posted to an inventory account from a subsidiary module, such as Payables Management, but a record wasn’t created in the SEE30303 table.
- You have deleted the General Ledger batch that would have updated the inventory accounts in General Ledger.
- You ran scripts using Query Analyzer that changed or updated transactions that were related to inventory or item setup information that wasn’t re-created in the SEE30303 table.
- You have made several unsuccessful attempts to close General Ledger and you haven’t addressed.
You have customizations or third-party products that create or process transactions that affect Inventory Control, but those customizations or products don’t use Microsoft Dynamics GP inventory scripts for posting quantity movement. The Historical Inventory Trial Balance data won’t be captured.

**Understanding the Historical Inventory Trial Balance report**

Review the following information to see what can affect how the Historical Inventory Trial Balance report functions.

- There may be rounding issues between the Historical Inventory Trial Balance report and the General Ledger. The following formula is used to determine the currency amount that is posted to General Ledger. The calculation used to determine the impact on General Ledger may not equal quantity * unit cost.

\[
\text{Item Value before posting: } \left( (\text{QTYRECVD} - \text{QTYSOLD}) \times \text{round(DecPlcCur(Cost)))} \right)
\]

\[
\text{minus} \quad \text{Item Value after posting: } \left( (\text{QTYRECVD} - \text{QTYSOLD}) \times \text{round(DecPlcCur(Cost)))} \right)
\]

\[
\text{equals} \quad \text{Total currency amount to General Ledger}
\]

- A transaction may have more than one journal entry on the report if the transaction has more than 50 distributions.

- You must use the Receivings Item Detail Entry window to change inventory distributions for the item. You can’t edit the purchasing distribution for the receipt because the account used to post to General Ledger and the account used to post to inventory must match.

- If you override serial numbers, currency amounts are reduced since there is no change in the quantity amount. A serialized item can’t have a negative quantity amount.

- It’s highly recommended that you don’t post multiple invoices matched to a single shipment receipt.

- To ensure that there aren’t rounding issues, enter the unit cost for the line item instead of entering the extended cost when processing a shipment receipt, shipment/invoice receipt, or invoice receipt.

- When a Purchase Order Processing unrealized purchase price variance or purchase price variance is posted, the Historical Inventory Trial Balance report displays the variance using the unrealized purchase price or purchase price variance account assigned to the item record or assigned in the Posting Setup window. If you edited the unrealized purchase price or purchase price variance account before posting a Purchase Order Processing transaction, the account displayed on the Historical Inventory Trial Balance report might be different from the account actually used.

**HITB Inventory Reset Tool overview**

The Historical Inventory Trial Balance report is used to balance your inventory with the appropriate accounts in General Ledger. If you have existing inventory balances, you must use the HITB Inventory Reset Tool to reset your inventory balances in General Ledger so that you can use the Historical Inventory Trial Balance report.
The purpose of the HITB Inventory Reset Tool is to create a starting point where General Ledger and Inventory Control balance. The HITB Inventory Reset Tool does not affect the on-hand quantities or process transactions that affect inventory quantities. The tool captures and records currency amounts from each purchase receipt that is available for consumption (use). The currency amounts must be recorded in General Ledger to clearly define a starting point where General Ledger and Inventory Control balance.

You must post all transactions that can affect your purchase receipts before using the HITB Inventory Reset Tool.

There are three main phases to the process: checking data integrity, creating clearing transactions, and creating General Ledger transactions and HITB records.

**Checking data integrity**

To ensure maximum accuracy and integrity of your data before resetting your inventory balance, you must reconcile your inventory tables in Inventory Control, as well as Field Service and Project Accounting if you are registered for those modules.

After reconciling, the tool performs additional data integrity checks of the inventory data tables. The IV HITB Reset Tool Validation report displays any warnings or errors that were found during these checks. For more information about the report, see [IV HITB Reset Tool Validation Report](#) on page 10.

**Creating clearing transactions**

All the unposted or open purchase receipts in the Inventory Purchase Receipts Work (IV10200) table are analyzed to determine what the correct General Ledger balance should be for all Inventory accounts. These balances are calculated based on the inventory accounts from the inventory master records.

The following calculation is used to determine the item’s current value. Since all inventory values will be reset only in General Ledger, the calculations are used to determine the General Ledger value of your items. The HITB Inventory Reset Tool process does not affect on-hand quantities and currency amounts.

<table>
<thead>
<tr>
<th>Method</th>
<th>Formula</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIFO</td>
<td>For all open layers and override layers: $\text{(QTYRECVD - QTYSOLD)} \times \text{UNITCOST}$ per layer</td>
</tr>
<tr>
<td>LIFO</td>
<td>For all open layers and override layers: $\text{(QTYRECVD - QTYSOLD)} \times \text{UNITCOST}$ per layer</td>
</tr>
<tr>
<td>Average</td>
<td>For all open layers and override layers: $\text{(QTYRECVD - QTYSOLD)} \times \text{CURRCOST}$ per layer</td>
</tr>
<tr>
<td>FIFO perpetual</td>
<td>For all open layers and override layers: $\text{(QTYRECVD - QTYSOLD)} \times \text{STNDCOST}$ per layer</td>
</tr>
<tr>
<td>LIFO perpetual</td>
<td>For all open layers and override layers: $\text{(QTYRECVD - QTYSOLD)} \times \text{STNDCOST}$ per layer</td>
</tr>
</tbody>
</table>

When you create a batch for clearing transactions using the HITB Inventory Reset Tool, General Ledger transactions are created to clear the current balance for each account listed on the IV HITB Reset Tool Validation Edit List. Each clearing transaction is created based on the Current Balance column on the IV HITB Reset Tool Validation Edit List. For more information about the report, see [IV HITB Reset Tool Edit List](#) on page 10.

After posting the batch, you should verify that the account balances are zero by printing the IV HITB Reset Tool Validation Edit List.
Creating General Ledger transactions and HITB records
After clearing your account balances, you need to create new balances. You can create a batch and new General Ledger transactions using the tool. The new General Ledger transactions are created using the accounts and transaction amounts calculated from the Inventory Purchase Receipts Work (IV10200) table. Each record in IV10200 table creates one General Ledger transaction. Each new transaction will use the offset account that you’ve selected in the tool.

After posting the batch, you should print the IV HITB Reset Tool Edit List to verify that the current balance and the after reset amounts are the same for each account. Posting the batch resets the General Ledger account balances and creates the balance brought forward (BBF) records in the new HITB Inventory Transaction History Detail table.

When you finalize the inventory reset, all new inventory transactions, including cost adjustments, will create records in the HITB Inventory Transaction History Detail (SEE30303) table.

Installing the HITB Inventory Reset Tool

Use this procedure to install the HITB Inventory Reset Tool.

Before you install the HITB Inventory Reset Tool, be sure that the version of Microsoft Dynamics GP is 10.00.1061 or later. If you have an earlier version of Microsoft Dynamics GP 10.0, install the latest hotfix.

To install the HITB Inventory Reset Tool:

1. Request the HITB Inventory Reset Tool and related stored procedures from Microsoft Dynamics GP Technical Support Team.

2. Copy the IVReset.cnk into the location of Microsoft Dynamics GP installation folder. A typical location is \Program Files\Microsoft Dynamics\GP.

3. Start Microsoft Dynamics GP.

4. A message appears, prompting you to include new code. Click Yes.

5. Copy the following the scripts and paste each script into Query Analyzer, Microsoft SQL Server Management Studio, or the Support Administrator Console.

   HITB_RunDataIntegrityChecks.sql
   HITBDataInsert.sql

6. Run the scripts against the each company database.

Resetting your inventory balance

Use the HITB Reset Tool to reset your inventory balance. Each step must be successfully completed before you can continue with the next step. After you complete a step, the date and time appears next to that step. For more information about the HITB Inventory Reset Tool, see HITB Inventory Reset Tool overview on page 4.
If you close the tool while resetting your inventory balance, you can reopen the tool and continue with the step you left off at.

**To reset your inventory balance:**
1. Log on to the computer as a system administrator.
2. Make a backup of all company data.
3. Start Microsoft Dynamics GP.
   (Start >> Programs >> Microsoft Dynamics >> GP 10.0 >> GP)
4. Post all transactions that affect the inventory account balances.
5. Open the HITB Inventory Reset Tool.
   (Microsoft Dynamics GP >> Tools >> Utilities >> Inventory >> HITB IV Reset Tool)
6. Click Next to open the Step 1: Run Reconciles window.
7. Reconcile Inventory Control, Field Service, and Project Accounting depending on the modules you are registered for.
   - Click IV Reconcile to open the Reconcile Inventory Quantities window. All items must be reconciled. Be sure that the Include Item History option isn’t marked when reconciling items. After the data has been reconciled, close the Reconcile Inventory Quantities window.
   - Click SVC Reconcile to open the Reconcile Inventory Quantities window for Field Service. All items must be reconciled. After the data has been reconciled, close the Reconcile Inventory Quantities window. This button is available if the Field Service is registered.
   - Click PA Reconcile to open the PA Reconcile Inventory Quantities window. All items must be reconciled. Be sure that the Include Item History option isn’t marked when reconciling items. Close the PA Reconcile Inventory Quantities window after the data has been reconciled. This button is available if the Project Accounting is registered.
8. After you’ve reconciled your data, click Next to open the Step 2: Perform Data Integrity Checks window.
9. Click Run Data Checks to run SQL Server stored procedures that perform additional data integrity checks of the inventory tables.

10. The Report Destination window opens after the tables are verified. Print the IV HITB Reset Tool Validation Report. The report displays any warnings or errors that were found during the check. See IV HITB Reset Tool Validation Report on page 10 for more information.

   • If error and warnings are not returned on the report, click Next to open the Step 3: Populate the HITB Staging Table window.

   • If errors are returned on the report, contact the Microsoft Dynamics GP Technical Support Team for instructions before continuing with the HITB Inventory Reset Tool. See Contacting Microsoft Dynamics GP Technical Support on page 11 for more information.

   • If warnings are returned on the report, click Next to open the Step 3: Populate the HITB Staging Table window.

11. If you have corrected errors, click Run Data Checks again to confirm that there aren’t any errors. If there are no errors, click Next to open the Step 3: Populate the HITB Staging Table window.

12. In the Step 3: Populate the HITB Staging Table window, click Populate Table to analyze all unposted or open transactions in the Inventory Purchase Receipts Work (IV10200) table to determine what the correct General Ledger balance should be for all inventory accounts. These balances are calculated based on the inventory accounts from the Inventory master records at the time you click the Populate Table button.

13. The Report Destination window opens after the tables are analyzed. Print the IV HITB Reset Tool Edit List. The IV HITB Reset Tool Edit List displays all inventory accounts that are currently assigned to an item, along with that account’s current balance, the proposed balance, and the difference between the two. See IV HITB Reset Tool Edit List on page 10 for more information.

14. After printing the IV HITB Reset Tool Edit List, click Next to open the Step 4: Create GL Clearing Transactions window.
15. Complete the following tasks in the window.

- Select the account that will be used as the offset account for each General Ledger clearing transaction.

- Click Create Batch to create the batch and the General Ledger transactions that will clear the current balance for each account listed on the IV HITB Reset Tool Edit List. Each transaction is based on the Current Balance column on the IV HITB Reset Tool Edit List.

- A message appears, stating that you must post the batch. Click OK

The Batch Entry window from General Ledger opens after the transactions have been created. For example, if the batch was created on March 2nd, the batch ID would be IVCLEAR0302-001. The default comment for the batch is HITB IV Reset Clearing.

- Post the batch to clear the current balance for each account listed on the IV HITB Reset Tool Edit List.

- After posting the batch, close the Batch Entry window to return to the Step 4: Create GL Clearing Transactions window.

- Click the printer icon in the window to print the IV HITB Reset Tool Edit List. Use this report to verify that the account balances are zero.

16. Click Next to open the Step 5: Create GL Transactions and HITB Records window.

17. Complete the following tasks in the window.

- Select the offset account that each new General Ledger transaction will use.

- Click Create Batch to create the batch and new General Ledger transactions. The new transactions are created using the accounts and transaction amounts calculated from the Inventory Purchase Receipts Work table.

- A message appears, stating that you must post the batch. Click OK

The Batch Entry window from General Ledger opens after the transactions have been created. For example, if the batch was created on March 2nd, the
batch ID would be IVRESET0302-001. The default comment for the batch is HITB IV Reset.

- Post the batch. Posting the batch resets the General Ledger account balances and creates the balance brought forward (BBF) records in the HITB Inventory Transaction History Detail table.

  BBF records create the starting inventory value. Each BBF record has a corresponding journal entry.

- After posting the batch, close the Batch Entry window to return to the Step 5: Create GL Transactions and HITB Records window.

- Click the printer icon in the window to print the IV HITB Reset Tool Edit List. Use this report to verify that the current balance and the after reset amounts are the same for each account.

18. Click Next to open the Step 6: Finalize IV Reset window.

19. Click Finalize Reset. The tool creates records for all inventory transactions and cost adjustments in the new SEE30303 table.

20. Click Next, and then click Finish to close the wizard.

21. Restart Microsoft Dynamics GP before using the Historical Inventory Trial Balance report.

**IV HITB Reset Tool Validation Report**

The IV HITB Reset Tool Validation Report displays any data discrepancies after running a SQL Server stored procedure to check the integrity of the Inventory tables. You can run the SQL Server stored procedure by clicking Run Data Checks button in the HITB Inventory Reset Tool.

The data discrepancies can be a series of errors or warnings, grouped by item number and inventory site. The following examples are possible errors and warnings that can occur.

- Receipt QTYs do not match IV QTYs
- Average Item receipt QTY on hand does not equal IV QTY on hand
- Receipt layer QTY is 0, but not marked as sold
- Layer is not an override and QTY sold is greater than QTY received
- Invalid purchase receipt type
- Serial/Lot tracked item’s receipt layer adjusted unit cost does not equal unit cost

If warnings are returned, you can continue with the reset process. If errors are returned, contact the Microsoft Dynamics GP Technical Support Team for instructions before continuing with the HITB Inventory Reset Tool. See [Contacting Microsoft Dynamics GP Technical Support](#) on page 11 for more information.

**IV HITB Reset Tool Edit List**

The IV HITB Reset Tool Edit List lists all inventory accounts that are currently assigned to an item, along with each account’s current balance, the proposed
balance, and the difference between the two balances. You can print the report by clicking Populate Table button in the HITB Inventory Reset Tool.

The balances are calculated based on the inventory accounts from the Inventory master records at the time you print the report.

If there are accounts not appearing on the report that you use as inventory accounts, the accounts may not appear for the following reasons.

- There may not be any transactions in the Inventory Purchase Receipts Work (IV10200) table for items attached to those accounts.
- You have followed your business processes to create manual General Ledger transactions using those accounts.

**Contacting Microsoft Dynamics GP Technical Support**

If you have any questions regarding the HITB Inventory Reset Tool, you can contact Microsoft Dynamics GP Technical Support using one of the following methods:

- Telephone 1-888-477-7877 (U.S. and Canada only) or +1-701-281-0555, and use one of the following Quick Access Codes based on the database you are using:

<table>
<thead>
<tr>
<th>Database</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microsoft Dynamics GP - Standard</td>
<td>6322</td>
</tr>
<tr>
<td>Microsoft Dynamics GP</td>
<td>6632</td>
</tr>
<tr>
<td>Microsoft Dynamics GP - Business Ready Licensing</td>
<td>7632</td>
</tr>
</tbody>
</table>

  To verify which Quick Access Code to use, check your customer account using CustomerSource (https://mbs.microsoft.com/customersource).