

General Ledger Entry for Prior Year (Internal)

12/12/2024 6:54 am EST

Sometimes adjustments need to be made in prior years that no longer have an available accounting period to open in Sedona Office.

When this occurs, the first step is to get permission in writing to set a specific period to Re-Open. Once you have that permission, run:

```
Select * from gl_accounting_period
```

Scroll down through the results until you find the period that needs to be reopened and note the accounting_period_id. Then run:

```
Update gl_accounting_period
```

```
Set status = 'R'  
where accounting_period_id = replacewithID
```

However, this will leave that period in Re-Open forever since it can't be seen from the front end. Once the adjustments are made and the period can be closed again, run:

```
Select * from gl_accounting_period where status = 'R'
```

That will find the line that needs to be updated. Then run:

```
Update gl_accounting_period
```

```
Set status = 'C'
```

Where accounting_period_id = replacewithID
