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Nominal Ledger (new)

The Nominal Ledger report provides an overview of account movements and balances for the selected period. The report will be delivered to users in **two phases**:

- **Phase I** (approximately early October) - a working report. Users can run nominal ledger queries, filter the results (period, accounts, transactions, balance, changes, object), select a view (Detailed view, Summary view; chronological order and subtotals in Detailed view), and download the data as Excel, PDF and XML files. The **Extended** report permission is supported.
- **Phase II** (schedule to be determined) - enhancements listed in the section *Features to be added in Phase II*.

This wiki is a work in progress: as new features are added to the report, they will be documented here under the relevant phase.

Report fields and filters: Phase I and Phase II

The Nominal Ledger report is designed to let users choose **which data to display** and **which fields to filter by**. This functionality will be fully available in Phase II.

Phase I - predefined fields

In Phase I, the report has a **predefined selection of fields and filters**. These are the fields most frequently used in the Nominal Ledger report.

- Users can **hide and restore** these fields both in the report table (under "Select columns") and in the filters (using the wrench next to the filter section).
- Users **cannot add new fields** that are not already in the list.

Phase II - users can add fields

In Phase II, fields can be added to the report at three levels.

1. **Data fields.** The **wrench** next to a filter opens the list of fields. In Phase I, this contains predefined fields. In Phase II, all data fields can be added - for example, all transaction fields that can be used to filter the report in the TRANSACTIONS section.
2. **Related data card fields.** Each data field also has its own wrench, which allows filtering by fields on the related data card. *Example:* a transaction has a **Customer** field - its wrench allows filtering by **customer card** fields.
3. **Account additional fields.** The report can also be filtered by additional fields on the account card. If "**Visible in report**" and "**Filterable in report**" are selected on the additional field card, the field appears in the account additional fields wrench menu in the report.

Data fields and related data card fields are managed in the **Selectable fields** register. Each field has the following options:

Option	Effect
Visible in report	Adds the field to the “Select columns” list in the report table (or removes it).
Filterable in report	Adds the field to the filters (or removes it).

Features to be added in Phase II

The report is fully usable in Phase I. The following features will be added in **Phase II**.

Filters

- **Group** - selection of companies within a corporate group (labelled “Company” in a group database).
- **Simulation** - include or exclude simulation transactions.
- **Transaction additional fields** - filter by transaction/document additional fields (e.g. Item code, Nature). This filter is not available in Phase I.

Views

- **Show subtotal** - in Phase I, subtotals can only be shown by **Object** and **Project**. Phase II adds subtotals by **Customer, Supplier, VAT code, Currency** and **Fringe benefit**.
- **Summary view by corresponding account** - a “Corr. account” checkbox will show a breakdown of corresponding accounts under each account.
- **Unnetted view** - a new view in which Opening balance and Closing balance are split into Debit and Credit columns. “Show subtotal” can be used by Object, Project, Customer, Supplier, VAT code, Currency and Fringe benefit. This view is not available in Phase I.

Fields and table settings

- **Selectable fields and Additional fields** - users can add data fields, related data card fields and account additional fields to the report, and choose whether they are visible and/or filterable. See *Report fields and filters: Phase I and Phase II*.
- **Quantities** - quantity columns.
- **Number precision** - select the unit/precision for all numeric columns at once.
- **Sorting** - Sort1 / Sort2.
- **Total row labels** - the Opening balance / TOTAL (period) / Closing balance labels will be separated from the VAT code column (see *Balance display*).
- **Mandatory columns** - the Account, Debit and Credit columns can no longer be hidden under “Select columns”.

Export

- **CSV** - download as a CSV file. Phase I supports Excel, PDF and XML downloads.

Language

- **Language selection within the report** - in Phase I, the report follows the system language (Estonian/English).
- **Other languages** - e.g. Latvian, Lithuanian, Finnish.

Permissions

- **Support for the Own report permission** - Phase I supports the Extended report permission.

Phase I - working report

In Phase I, users can run a nominal ledger query, filter the results, select a view and download the data.

SendPrint

Nominal Ledger

Enter 01.04.202631.12.2026Accounts11101111013

Detail viewSummary viewUnbalanced

Show subtotal

Account

Account name

Corr. account

Document number

Object

Project

Date

Row description

Transaction description

VC

Debit

Credit

Change

Balance

111191Cash Balance Differences (Te...

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31.12.2026

KONTOD *

Kontod

111191:111203

Muutustega kontod

Aluslt saldoga

KANDED

Korr. konto

Objekt

Objekt tase

Projekt

Klient

Hankija

Kontoklass

Kanne

Rea sisu

KM lood

Vahetus

Muutus

Viide

Tasemet

LISAVÄLJAD

Näita

Detailvaade

Koondvaade

Saldovermata

Näita vahesummat

Kronoloogiline

Korr. konto	Dokumendi number	Objekt	Projekt	Aeg	Rea sisu	Kande seletus	KMK	Deebet	Kreedit	Muutus	Saldo		
111191 Kassajägi erinevused (ajut...													
111191	Kassajägi erinevused (ajut...	111291.112201	FIN.100092		01.04.2026	Periodiseeritud Kassajägi erinevused (ajutised...	Periodiseeritud	Algsaldo	8.33	0	8.33	285.90	
111191	Kassajägi erinevused (ajut...		FIN.100118	772	25.06.2026	Kassajägi erinevused (ajutised puudu- või ülej...			0	0	8.33	285.90	
111191	Kassajägi erinevused (ajut...	114101	LS.100049	770	15.07.2026	Kassajägi erinevused (ajutised puudu- või ülej...	1001:B Harvest Global OÜ		0	100.00	-91.67	185.90	
111191	Kassajägi erinevused (ajut...		FIN.100139		22.09.2026	Kassajägi erinevused (ajutised puudu- või ülej...			0	0	-91.67	185.90	
KOKKU (Peri...								8.33	100.00	-91.67			
Lõppsaldo													
Algsaldo												185.90	
111201	Pangakonto EUR	111401	FIN.100113		25.05.2026	Pangakonto EUR			100.00	0	100.00	-5 704.96	
111201	Pangakonto EUR	111401	FIN.100114		25.05.2026	Pangakonto EUR	Minuskanne kandelale 100113		-100.00	0	0	-5 804.96	
111201	Pangakonto EUR	212351.522104	OST.100489		01.07.2026	Pangakonto EUR	1004 Call Demo/689		0	1 240.00	-1 240.00	-7 044.96	
111201	Pangakonto EUR	212371.411001	ARVE.100416	GIJOTIIN1	01.07.2026	Pangakonto EUR	1004:123 Demo		280.23	0	-959.77	-6 764.73	
111201	Pangakonto EUR	111282	FIN.100123	GIJOTIIN1	23.07.2026	Pangakonto EUR			10.50	0	-949.27	-6 754.23	
111201	Pangakonto EUR	427001	FIN.100131		31.08.2026	Pangakonto EUR	sellist teen koopia ja kustutan ära		500.00	0	-449.27	-6 254.23	
111201	Pangakonto EUR	429001	FIN.100138		31.08.2026	Pangakonto EUR			100.00	0	-349.27	-6 154.23	
111201	Pangakonto EUR	427001	FIN.100132		04.09.2026	Pangakonto EUR	sellist teen koopia ja kustutan ära		500.00	0	150.73	-5 654.23	
111201	Pangakonto EUR	427001	FIN.100135		04.09.2026	Pangakonto EUR	uus&koopia&skustuta		1 000.00	0	1 150.73	-4 654.23	
KOKKU (Peri...								2 390.73	1 240.00	1 150.73			
Lõppsaldo													
Algsaldo												-4 654.23	
111202	Pangakonto USD	114101	LS.100050	FORWARDER	770	15.07.2026	Pangakonto USD	1003:CAT Demo		0	5 734.87	-5 734.87	
KOKKU (Peri...								0	5 734.87	-5 734.87			
Lõppsaldo													
Algsaldo												-3 537.77	
111203 Pangakonto EUR 123													
111203	Pangakonto EUR 123	212211	TASU.100152	GARAAZ1	P001	10.04.2026	100436 ABC Demo	Arve nr 100436		0	100.00	-100.00	296 330.20
111203	Pangakonto EUR 123	212211	TASU.100153	MÜÜK		15.04.2026	100082 Dog Demo			0	100.00	-200.00	296 230.20
111203	Pangakonto EUR 123	212211	TASU.100154	MÜÜK		15.04.2026	100082 Dog Demo	Arve nr 100082		0	-100.00	-100.00	296 330.20
111203	Pangakonto EUR 123	212211	TASU.100156		P001	15.04.2026	100082 Dog Demo			0	100.00	-200.00	296 230.20
111203	Pangakonto EUR 123	114501	TASU.100158	MÜÜK		21.04.2026	Dog Demo			0	200.00	-400.00	296 030.20
111203	Pangakonto EUR 123	113101	LAEK.100218	MÜÜK		26.04.2026	100262 ABC Demo	Arve nr 100262 ABC Demo		85.11	0	-314.89	296 115.31
111203	Pangakonto EUR 123	212211	TASU.100162	MÜÜK		29.04.2026	100441 Dog Demo	Arve nr 100441		0	100.00	-414.89	296 015.31
111203	Pangakonto EUR 123	212101.212371	LAEK.100221	MÜÜK		30.04.2026	Sideteenus Demo	Ettemaks 100054.Sideteenus Demo		930.00	0	515.11	296 945.31
111203	Pangakonto EUR 123	212211	TASU.100163	TOTLUSTUS		30.04.2026	100010 Dog Demo	Arve nr 100010		0	1 000.00	-484.89	295 945.31
111203	Pangakonto EUR 123	113101	LAEK.100233	MÜÜK	771	01.05.2026	800033 123 Demo	123 Demo		100.00	0	-384.89	296 045.31

Opening the report

- The **default period** is the current month up to today. *Example:* if today is 15.09.2026, the report opens with the period 01.09.2026-15.09.2026.
- The **Accounts** field is **empty** by default, meaning **all accounts**. Clicking **“Show”** displays data for all accounts. To narrow the selection, choose the required accounts in the Accounts filter (see *Account search syntax*).
- **Selections are remembered.** If you change the period, add filters, etc., the report opens with the same selections next time.
- To **restore the initial state**, click **“Clear filters”** at the top of the filter panel (a cross in a circle ⊗). The filters are cleared and the period is reset to the current month up to today (*in development*).



“Clear filters” clears the filter **values**. **“Restore defaults”** under the section wrench restores the default selection of **fields** visible in that filter section.

Toolbar

The buttons **New**, **Send** and **Print** are at the top of the report.

Button	Action
New ▼	The arrow opens the options Save view (Ctrl+S) and Copy view (F3).
Send	(description to be added)
Print	Prints the report using the browser's print view.

Saving the report

To reuse a report with the same period, filters and columns, save it as a view:

- **New ▼ → Save view** or the keyboard shortcut Ctrl+S.
- **New ▼ → Copy view** or F3 creates a copy of the open view.

Filters

Filters are divided into **three sections (collapsible panels): PERIOD, ACCOUNTS and TRANSACTIONS**. Filtering by transaction additional fields (the ADDITIONAL FIELDS section) will be added in Phase II.

Use the **wrench** next to a section heading to **hide and restore** filter fields. **“Restore defaults”** restores the initial selection of filters.

The **ACCOUNTS** and **TRANSACTIONS** sections serve different purposes:

- **ACCOUNTS** - filters for accounts and account card properties. Answers the question: *which*

accounts' transactions should be displayed?

- **TRANSACTIONS** - filters for transaction row properties (corresponding account, Object, Transaction, Row description, etc.). Answers the question: *which transactions should be displayed?*

Section	Filter	Description
PERIOD	Time	Start and end dates of the query.
ACCOUNTS	Accounts	Account range or list (0 : Z = all accounts). Syntax: : range, , OR, & AND (configurable), % wildcard, ! exclusion - see <i>Account search syntax</i> .
	Only with changes	Shows only accounts with movements during the period.
	Only with balance	Shows only accounts with a balance.
TRANSACTIONS	Corr. account	Filters by the transaction's corresponding account . NB! This differs from the account card's "Corr. account" field, which will be available in Phase II as an account card field under the Account filter wrench.
	Object / Object level	Object filter. + = OR, , = AND, % = filled, # = empty - see <i>Object and Object level</i> .
	Transaction	Transaction type (e.g. ARVE, FIN, INV, KULUTUS, LAEK, PALK, TASU).
	Project	Filters by project. Respects the project hierarchy : selecting a parent project also displays transactions for all its subprojects; selecting a subproject displays only that project's transactions.
	Customer	Filters by customer. Filtering by customer card fields will be added in Phase II.
	Supplier	Filters by supplier. Filtering by supplier card fields will be added in Phase II.
	Row description	Filters by the transaction row's description/explanation text.
	VAT code	Filters by VAT code.
	Currency	Filters by currency.
	Change	Filters by the size of the change (amount): greater than / less than / equals / does not equal; sign +/- - see <i>Change filter</i> .
	Reference	Filters by reference.
	Without level	Excludes transaction rows where the selected object level is filled (enter the level number). Only rows where that level is empty remain. The filter applies to individual rows rather than the entire transaction, so the amounts remain correct.

Account search syntax

Search methods can be combined in the Account field.

Symbol	Meaning	Example	Result
0 : Z	all accounts (same result as an empty field)	0 : Z	all accounts
:	range	1000 : 1999	accounts 1000-1999
,	OR - at least one value (broadens the results)	1000 , 2000	account 1000 or 2000

Symbol	Meaning	Example	Result
&	AND - all conditions at once (narrows the results)	10%&%5	start with "10" and end with "5"
%	wildcard	10%	start with "10"
!	negation (exclusion)	0:Z, !1000	all accounts except 1000

More examples

Input	Result
010:1011	accounts 010-1011
10101,111201,521000	accounts 10101, 111201 or 521000
10%,52%	accounts starting with "10" or "52"
%5	accounts ending with "5"
%50%	accounts containing "50"
10%&%5%	accounts starting with "10" and containing "5"
10%&!%5%	accounts starting with "10" but not containing "5"
010:1011,!1000	accounts 010-1011, except account 1000
4%,!42%	accounts starting with "4", except those starting with "42"

NB! ! does not work on its own - it must be preceded by a set of accounts (a range, 0:Z, etc.) from which accounts are excluded.

The AND symbol is configurable. It is defined by the system setting **"Symbol for searching multiple texts simultaneously"**: &, +, | or **empty**. The legend displays the configured symbol (e.g. + instead of & when + is configured). The functionality remains the same. If the setting is empty, searching with multiple simultaneous conditions is unavailable.

Search principles: OR and AND

Searches use two basic operations:

- **OR** - "this or that". Searches for multiple values and **broadens** the results.
- **AND** - "this and that". All conditions must apply at once, **narrowing** the results.

Excel, search engines and most applications use the same logic, so it is familiar to most users.

Account and Object use different symbols

Function	Account	Object
OR	, (comma)	+ (plus)
AND	& (configurable)	, (comma)

Why? An object can consist of several levels separated by commas (e.g. Tallinn,Müük). The comma is therefore already part of the object value and means **AND** in the Object field; + is used for OR. An account value does not contain a comma, so a comma means **OR** in the Account field.

Changes compared with the old Nominal Ledger

Field	Old	New	Change
Object	+ = OR, , = AND	+ = OR, , = AND	no change
Account	list separated by + (111101:111191+111203)	list separated by commas (111101:111191,111203)	+ → ,

The Object field works as before. **In the Account field, lists must now use commas instead of plus signs.**

Object and Object level

The **Object** and **Object level** filters restrict which transaction rows are displayed. They can be used separately or together.

The "Object" field

A text field where object codes can be entered directly. The selector (□) next to the field groups objects by level.

Object field legend (⌘ button):

Symbol	Meaning	Example
+	OR - at least one value; combines separate searches	MÜÜK+TOOTMINE
,	AND - all conditions must apply to the same row (combines levels)	LADU, TLN
#	only rows with an empty object	#
% (alone)	only rows with a filled object	%
% (within a word)	wildcard at the beginning, middle or end of a word	MÜÜ%
!	negation - everything that does not match	! LADU

Examples of filled and empty objects: [wiki: Filled and empty objects \(in Estonian\)](#).

Object combination examples

Example 1 - two combinations (correct approach):

Object: (Tallinn,Müük) + (Tartu,Tootmine)

Finds rows where the object is both **Tallinn AND Müük** or both **Tartu AND Tootmine**. The combination "Tallinn + Tootmine" is excluded because it matches neither group.

Example 2 - commas only (often returns no results):

Object: (Obj1,Obj2) , (Obj3,Obj4)

Since comma = AND, parentheses do not create separate groups. The system reads this as one condition: Obj1 AND Obj2 AND Obj3 AND Obj4. If the object has only 2 levels, for example, a row cannot have 4 values at once and the result is empty. **To search for two different combinations, use a plus sign between the groups.**

Simple plus sign vs groups: Tallinn + Tartu finds all rows containing Tallinn or Tartu, regardless of other levels. (Tallinn,Müük) + (Tartu,Tootmine) is more specific - the particular pair of levels must occur together.

The "Object level" field

Single selection (drop-down) - one object level can be selected at a time (e.g. Department, Region, Project). Only rows associated with objects at that level are displayed.

How the fields work together

If **both** fields are filled, the row must meet both conditions:

1. the object on the row belongs to the selected **level**, and
2. that object is one of those listed in the "Object" field.

If the "Object" field contains an object that does not belong to the selected level, rows with that object are not displayed.

Object level: Department (level 3)

Object: MÜÜK+TOOTMINE

Displays rows associated with level 3 (Department) objects **and** whose object is MÜÜK or TOOTMINE. If an object from another level (e.g. the city TLN) is added to the "Object" field, rows with that object are not displayed.

Effect of object filters on balances

The Object and Object level filters also affect balances, not just the displayed transactions:

- **Opening balance** = the sum of earlier movements for that object,
- **Closing balance** = Opening balance + movements for that object during the period.

The report therefore always reconciles: Opening balance + Change = Closing balance.

Difference from the old Nominal Ledger. In the old report, the Object level filter did not affect balances - the account's total balance across all objects was shown, even though transactions were filtered. The displayed balance did not match the displayed transactions. In the new report, balances and transactions always use the same breakdown.

Prerequisite: opening balance transactions must have objects assigned. If historical opening balances have no objects, the opening balance filtered by object may be incomplete.

Change filter

The **Change** filter restricts transaction rows by the size of the change (amount). Operators: **greater than** (>), **less than** (<), **equals** (=), **does not equal** (!).

The sign + or - can be entered before the number.

Rule: the sign selects positive or negative changes (+ positive / - negative); the comparison always uses the absolute value.

Input	Rows displayed
number without a sign (e.g. 100)	rows whose change in absolute terms meets the condition - both positive and negative
+100	only positive rows meeting the condition
-100	only negative rows whose absolute value meets the condition

Examples

- **greater than 100** → change above 100 **or** below -100.
- **greater than +100** → only changes above +100.
- **greater than -100** → only changes below -100 (e.g. -101, -200). **NB!** This is not the mathematical interpretation where -50 would be “greater than -100”.
- **equals 0** → rows with zero change. +0 and -0 return no results because zero is neither positive nor negative.

Logic check (QA)

1. **> 100** = **> +100** + **> -100**. Example database: 757 = 362 + 395.
2. **< 100** is greater than **< +100** + **< -100** - the difference is the rows with zero change. Example database: 908 vs 447 + 439 = 886; difference 22. **If these match exactly, there is an error in the logic.**
3. **= 0** returns rows with zero change (22 in the example database); **=+0** and **=-0** return 0 rows.

Reference counts from the example database

Test database: Time 01.01.2026-31.07.2026, Accounts 0 : Z, Detailed view with “Chronological” selected, no other filters → **1689 transaction rows** (825 positive, 842 negative, 22 with zero change).

Operator	Without a sign	+	-
> 100	757	362	395
< 100	908	447	439
> 1000	333	168	165
> 6000	186	91	95
= 100	24	16	8
= 0	22	0	0
! 100	1665		

Views

In Phase I, the report has two views (tabs): **Detailed view** and **Summary view**. A third view, **Unnetted**, will be added in Phase II.

- **Detailed view** - all transaction rows by account. Each account has **Opening balance**, **TOTAL (period)** and **Closing balance** rows.
- **Summary view** - one row per account: Opening balance, Debit, Credit, Change, Closing balance.
- **Unnetted** - will be added in **Phase II** (see *Unnetted view*).

Chronological

In Detailed view, the **“Chronological”** checkbox is next to the “Show subtotal” field. When selected, all transactions are displayed in chronological order across all accounts (rather than by account), together with opening and closing balances.

This checkbox is not available in Summary view.

Show/hide all rows

In Detailed view, transaction rows can be hidden so that only the total rows remain visible for each account.

- The **“Show/hide all rows”** button is above the table, next to the “Show subtotal” field.
- **When rows are hidden**, only **Opening balance**, **TOTAL (period)** and **Closing balance** are displayed for each account. This provides a quick overview of account balances and movements without scrolling through individual transactions.
- Click again to restore all transaction rows.
- Use the **arrow (► / ▼)** before an account row to expand or collapse that account's transaction rows.

Show subtotal

Groups the results by the selected dimension. Works in both Detailed view (individual transactions) and Summary view (totals only).

Subtotal by	Phase
Object	Phase I
Project	Phase I
Customer	Phase II
Supplier	Phase II
VAT code	Phase II
Currency	Phase II
Fringe benefit	Phase II

Phase II options are not included in the Phase I drop-down.

Balance display

- **Opening balance** and **Closing balance** are displayed as signed numbers in the **Balance** column (rather than in Debit/Credit columns). A negative balance on an asset account = a credit balance.
- The **Debit** and **Credit** columns show **movements during the period**.



Do not hide the VAT code column. Total row labels (Opening balance / TOTAL (period) / Closing balance) are currently in the VAT code column. Hiding it under “Select columns” also hides these labels. In Phase II, the labels will be separated from the VAT code column.

Select columns

Use “Select columns” to show and hide report columns.

- In Phase I, all columns can be hidden, including **Account**, **Debit** and **Credit**. In Phase II, these will become mandatory and can no longer be hidden.
- **Object levels** appear in the list as “**Object ▶ [level name]**” (e.g. *Object ▶ Department*). The arrow indicates an object level column rather than the general “Object” column.
- In Phase I, the list contains predefined fields, including **State account** (an account card field). Users will be able to add new fields in Phase II - see *Report fields and filters: Phase I and Phase II*.

Export and printing

The report can be downloaded in three formats: **Excel** (.xlsx), **PDF** (.pdf) and **XML** (.xml). **CSV** will be added in Phase II.

Excel has a dedicated button because it is used most frequently. PDF and XML (and later CSV) are available under the arrow on the same button.

Use “**Print**” to print the report (browser print view).

Language

- The report is available in **Estonian** and **English**. It follows the **system language** (main menu).
- Separate language selection within the report is not yet available - it will be added in Phase II.
- **Foreign-language account names** - in the English report, the account name is taken from the “Foreign-language name” field on the account card.

Phase II - enhancements

Phase II adds extended filters, additional subtotal dimensions, the unnetted view and more flexible table settings.

Extended filters

- **Group** - selection of companies within a corporate group. In a group database, the filter is labelled "**Company**" (multiple selection).
- **Simulation** - include or exclude simulation transactions.
- **Customer and supplier card fields** - a wrench will be added next to the Customer and Supplier filters, allowing filtering by customer and supplier card fields (related data card fields).
- **User** - filter by user.
- **Transaction additional fields** - a new **ADDITIONAL FIELDS** filter section for transaction/document additional fields (e.g. Item code, Nature).
- **Account card fields and additional fields** - filter by account card fields and additional fields using the wrench; see below.

Account card fields (wrench)

In the new report, related data card fields are added to the filters using the **wrench** (the old Nominal Ledger used a "+" button). The wrench next to the Account filter lets you select which **account card fields** to filter by and hide them. Each selected field appears as a separate filter under Account, combines with the Account filter (AND), and supports the same syntax (single value, list, range).

The same principle applies to all related data cards: for example, the **Supplier** filter wrench provides supplier card fields, and the **Customer** filter wrench provides customer card fields.

Available account card fields include **State account** and "**Corr. account**" (the account's default corresponding account, which differs from the transaction's corresponding account under TRANSACTIONS).

Example: State account. Public sector institutions have a "**State account**" field on the account card, and several internal accounts can be linked to one state account (e.g. 551103 ← 525812, 525832, 528101).

- Accounts: 0:Z + State account: 551103 → accounts whose account card has State account 551103;
- State account: 550000:559999 → accounts whose State account falls within the range.

The actual "State account" field on the account card is used. Some implementations also store the state account in an additional field as a workaround - the new solution does not require this.

Account additional fields

Account card additional fields are selected using the **account additional fields wrench**. The list

includes additional fields with **“Visible in report”** and **“Filterable in report”** selected on the additional field card. The old Nominal Ledger allowed up to **three** additional fields; the new report has no limit.

Additional subtotal dimensions

Subtotals by **Customer, Supplier, VAT code, Currency** and **Fringe benefit** will be added (see *Show subtotal*).

Subtotal by fringe benefit

Groups accounts by **fringe benefit code** (a row in TSD Annex 4/5) to check the TSD data sent to the Estonian Tax and Customs Board (EMTA). The code is defined on the **account card** (FRINGE BENEFIT field).

- **Detailed view:** transactions by code, with a subtotal for each code.
- **Summary view:** accounts by code, with a subtotal for each code and a grand total.
- Only **accounts with a fringe benefit code** are displayed.

Summary view by corresponding account

The **“Corr. account”** checkbox (after Show subtotal) displays the following under each account in Summary view:

- **corresponding accounts** with their codes and names, each with its own Debit/Credit amount;
- each corresponding account on **its natural side** (e.g. account 211000 Customers on the debit side → Sales revenue on the **credit** side);
- a **“Corresponding accounts total”** row - its Debit equals the account's Credit, and vice versa.

Unnetted view

Gross presentation: Opening balance and Closing balance are split into **Debit** and **Credit** columns (on their natural side). In Detailed view, balances are net amounts shown as signed numbers in the Balance column.

The unnetted view also supports **“Show subtotal”** by all dimensions: Object, Project, Customer, Supplier, VAT code, Currency and Fringe benefit.

Fields and table settings

- **Selectable fields and Additional fields** - the “Selectable fields” register and the additional field card allow you to specify whether a field is **“Visible in report”** (in the “Select columns”

list) and/or **“Filterable in report”** (in the filters). See *Report fields and filters: Phase I and Phase II*.

- **Quantities** - quantity columns.
- **Number precision** - 0.01 / 0.1 / 1 / 1000 / 1 million for all numeric columns at once.
- **Sorting** - Sort1 / Sort2.
- **Total row labels** will be separated from the VAT code column.
- **Mandatory columns** - Account, Debit and Credit are locked and cannot be hidden under “Select columns”.

Export

- **CSV** will be added under the export button arrow.

Language

- Language selection within the report.
- Other languages (e.g. Latvian, Lithuanian, Finnish).

Own report permission

- Support for the **Own** permission (see *Nominal Ledger report permissions*).

Nominal Ledger report permissions



In the new Nominal Ledger report, Phase I supports the **Extended** permission. Support for the **Own** permission will be added in **Phase II**.

Report permissions determine:

- whether the user can open the Nominal Ledger;
- which accounts' data the user can see;
- whether results are restricted to the object assigned to the user.

Also consider Balance Sheet and Profit and Loss permissions, as these reports allow users to open an account's detailed view in the Nominal Ledger.

Permission levels

Permission	User access
Not set	The user cannot see the report.
Denied	Use of the report is prohibited.

Permission	User access
Own	The user sees only accounts included in report definitions available to them.
Extended	The user sees the report restricted by a parameter assigned to them (e.g. object).
All	The user sees the report without restrictions.

Configuration: Settings → General → Users/User groups → Edit permissions → Reports



Nominal Ledger, Balance Sheet and Profit and Loss permissions must be consistent. If the Balance Sheet is restricted but the Nominal Ledger has the **All** permission, the user can see more data through the Nominal Ledger than through the Balance Sheet.

Recommended combinations

Requirement	Balance Sheet	Profit and Loss	Nominal Ledger
Specific balance sheet accounts only	Own	Not set or Own	Own
Specific profit and loss accounts only	Not set or Own	Own	Own
Specific balance sheet and profit and loss accounts	Own	Own	Own
All accounts, but only the user's object	Extended	Extended	Extended
All data without restrictions	All	All	All
Nominal Ledger access prohibited	as required	as required	Denied

Extended permission - only data for the user's object

Use this when the user may see all accounts, but only data associated with their own object.

1. **Assign an object to the user**, e.g. user JUTA → object JUTA.
2. **Set permissions:** Balance Sheet → Extended, Profit and Loss → Extended (if needed), Nominal Ledger → Extended.

The user sees all report definitions available to them, but amounts and transactions are restricted to their object. Separate report definitions and filling in the **User** field are not required - these are used for the **Own** permission.

Example

Account	Object	Amount
1000 Bank	JUTA	1 000
1000 Bank	MARI	2 000
4000 Sales revenue	JUTA	5 000
4000 Sales revenue	not assigned	3 000

User JUTA (object JUTA, **Extended** permission) sees **1 000** on account 1000 and **5 000** on account 4000. They do not see amounts from transactions with object MARI or without an object.



The object restriction also applies when navigating to the Nominal Ledger from the Balance Sheet or Profit and Loss report. Changing or removing the Object filter does not allow the user to see data for other objects or transactions without an object.

Own permission - specific accounts only (Phase II)

Use this when the user may see ledger details for specific accounts only. Permitted accounts are defined through a Balance Sheet and/or Profit and Loss report definition.

1. **System setting:** Financial reports can open the related nominal ledger with Own permission → Yes
2. **Permissions:** Nominal Ledger → Own; Balance Sheet → Own and/or Profit and Loss → Own (depending on which report definition is used to define the accounts).
3. **Report definition:** create a Balance Sheet or Profit and Loss definition containing only permitted accounts, and enter comma-separated user codes in the **User** field, e.g. JUTA,MARI. A user with Own permission sees only definitions containing their user code.

Opening the Nominal Ledger

- **From the Balance Sheet or Profit and Loss report** - click an account amount (one account at a time).
- **Directly from the Nominal Ledger** - the user sees only accounts available to them. To display several accounts at once, enter them separated by commas, e.g. 100001,100002,110001.

Saving a report with restricted accounts

In the new report, save the report using **New ▼ → Save view** (Ctrl+S); see *Saving the report*.

In the **old** Nominal Ledger, accounts were entered with plus signs when saving a report with restricted accounts, e.g. 100001+100002+110001. The list does not grant access to additional accounts.



Users cannot see accounts that are not included in their report definitions - whether they change the Account filter, open a saved report or navigate from the Balance Sheet/Profit and Loss report.

All permission

If the user may see all accounts, objects and transactions: Balance Sheet → All, Profit and Loss → All, Nominal Ledger → All.

Important information

- **Own** restricts visible report definitions and, through them, accounts.
- **Extended** restricts data by a parameter assigned to the user (e.g. object).
- **All** grants unrestricted access.
- Report permissions also apply to exports.
- A saved report does not give the user more permissions than they have when opening it.
- If an account is visible to the user through a financial report, its permitted data is displayed regardless of document or transaction type permissions.

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