

2025 YEAR END CLOSE FINANCIALS



Jan Cushing | 20 November 2025

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- Year End Close
 - Prepare for the New Year
 - Running Year end close
 - 1099s
 - Cost updates
 - Budget

- Prepare for the new year
 - Update your FP88 for all the fiscal periods for your new fiscal year

— **ECS042C** **11/20/25**
08:40:16

FISCAL PERIOD MAINTENANCE

Fsc per name/desc JLC1			JAN'S FPP					
Year	Period ending Month	Day	Year	Fiscal Month	Qtr			
26	1	31	26	1	1			
26	2	28	26	2	1			
26	3	31	26	3	1			
26	4	30	26	4	2			
26	5	31	26	5	2			
26	6	30	26	6	2			
26	7	31	26	7	3			
26	8	31	26	8	3			
26	9	30	26	9	3			
26	10	31	26	10	4			
26	11	30	26	11	4			
26	12	31	26	12	4			

FP88 Fiscal Period Name **JLC1** Year **26** Month Day Mode
 F3=Exit F10=Menu Bar

- Prepare for the new year
 - Update your HL80 calendars for the new fiscal.

```

ECS042C          HOLIDAY TABLE MAINTENANCE      OK TO CHANGE      11/20/25
Calendar JLC      Description JAN'S HOLIDAY CALENDAR      08:44:10
----- Holiday period -----
Month      Day      Year      F
  1         1       26       -
  5         31       26       -
  7         4        26       -
 11        26       26       -
 12        25       26       -

HL80 Calendar JLC      Month ____ Day ____ Year ____ Mode CHG
F3=Exit  F10=Menu Bar
  
```

- Prepare for the new year
 - These HL80 calendars can be listed in NF68 RO note type,
 - NF68 CW note type and WC39 per work center

ECS042C NOTE TYPE MAINTENANCE 11/20/25 08:47:03													
Type	ROUTE CODES							Plan					
Code	S	M	T	W	Th	F	S	WH	WH	WH	WH	WH	Calendar
JWM2F	N	Y	Y	Y	Y	Y	N	01	—	—	—	—	MIDLAND
MID	—	—	—	—	—	—	—	01	—	—	—	—	—
0501	N	N	N	Y	N	N	N	01	—	—	—	—	—
Chg dt By													
122123 ECS041C													
80624 ECS041C													
62223 ECS041C													
Type Numb Sfx													
NF68 Beginning note RO — —													
F3=Exit F9=Add F10=Menu Bar													

ECS042C		NOTE TYPE MAINTENANCE		11/20/25	
Type	CW	CALENDARS BY WAREHOUSE			08:45:28
Numb	Calendar	Description	Chg	dt	By
**	BASE1	BASE1 CALENDAR	70714		ECS032C
AS	BASE1	BASE1 CALENDAR	32006		HELPDESK
A1	BASE1	BASE1 CALENDAR	100103		FRN020C
A3	BASE1	BASE1 CALENDAR	100103		FRN020C
A5	BASE1	BASE1 CALENDAR	100103		FRN020C
A8	BASE1	BASE1 CALENDAR	100103		FRN020C
A9	BASE1	BASE1 CALENDAR	100103		FRN020C
BC	RAC	RAC'S CALENDAR	71114		RAC032
BS	BSCAL	BSCHAFER CALENDAR	70705		SCHABER
CP	CP3	LKFDJKDFJ	121009		ECS030C
CS	CHAD1	CHAD'S CALENDAR	101206		SANDERSON
DB	BASE1	BASE1 CALENDAR	11218		FRN020C
DF	RTF	BASE1 CALENDAR	90805		FRN021C
DK	BASE1	BASE1 CALENDAR	80206		KALLDUA
H1	BASE1	BASE1 CALENDAR	102005		NICKHUG
H6	BASE1	BASE1 CALENDAR	42710		ECS030C
JB	JBHOLIDAY	JB HOLIDAY CALENDAR	21506		FRN021C
Type Numb					
NF68 Beginning note CW					
F3=Exit F9=Add F10=Menu Bar					

TIME SENSITIVE STEP

- Make sure all PO receipts and inventory transactions have been done for the year.
- There are two procedures that must be ran to roll YTD totals over the last year and sets the current year totals to zero. If these options are not run before any new year transactions occur than the new transaction will be included in the totals that are rolled over.
 - **Roll of Vendor Totals (APJ390)** will move the year-to-date totals into the previous year and then clear year to date totals in the Vendor Master (VM08 and VM10) and the Vendor Quote File (QM11). **This job can be accessed on APMENU01 option 350.**
 - **Clear Current Year-to-Date fields (PIR005)** will roll the year-to-date buckets on the PM73/Inventory Segment Maintenance screen to the prior year column and clears the year-to-date buckets. This program also updates the average cost fields in Purchase History Inquiry (PU17). **This job can be accessed on PIMENU option 105.**

■ Running Year End Close

- Run your month end close jobs on MEMENU as normal for the last period of the fiscal year.
 - Make sure all your journals are posted for all fiscal periods for this fiscal year (JE67 or Process GL entry in the UI)
 - Go to GLMENUMD option 10 and set the GLPER data area to the last period of this fiscal year (i.e. 2512)
 - Go to GLMENU run option 210, Year End Close GLJ003
 - The General Ledger Year End job clears the Income Statement Accounts (account type P in Chart of Accounts) posting the offset to the Retained Earnings Account that is identified by the alpha code “RE”. It posts these transaction to the 99th period of the current year (YY99, i.e. 2599). These transactions, once created can be viewed in JE67 or Process GL Entry in the UI by typing the YY99 (2599) in the period field and clicking Open.
 - The Beginning balance for the balance sheets accounts (account type B in Chart of Accounts) for the next year are posted to the 00 period of the upcoming year (YY00, 2600). These also can be view in JE67 or Process GL Entry in the UI by entering the period YY00 (2600).

YEAR END CLOSE

```
GLMENU                      General Ledger Menu                      11/20/25
Select one of the following:                                     08:03:55

  * Journal Entries *
65. G/L Transaction Inquiry      JE65    200. Generate Map from ACP      GLJ004
66. G/L Account Inquiry          JE66    210. Year-End Close              GLJ003
67. J/E Maintenance              JE67    220. Load Annual Budgets      GLJ220
      * Master File Maint *          240. Y-T-D Trial Balance      GLJ900
61. Allocated J/E Maintenance    JE61    250. Reversing-Standard
69. Chart of Accounts            AC69      Allocation J/Es              GLJ810S
77. Budget Master                 BE77    270. List JE65 Detail          GLJ970C
88. Map Definition                SEU      280. Archive JE65 Detail      GLJ970CU
      * Reports *                      290. G/L Entries Print        GLJ011C
100. Load Budgets T/JE File      GLJ002
110. G/L Reports                  GLJ010
120. Build Statement File        GLJ040
130. Statement Writer            GLSTMTS
135. G/L Statement Set           GLSTMTX
140. Chart of Accounts List      ACM001
160. Cash Account Report         GLJ060
Selection or command
===>
```

ECS042C

SUBMIT YEAR-END CLOSE

11/20/25
08:06:38

Use this screen to indicate the company(s) or the division(s)
and the fiscal period to be processed.

Company
+ for more values —

or Division JC
 + for more values —

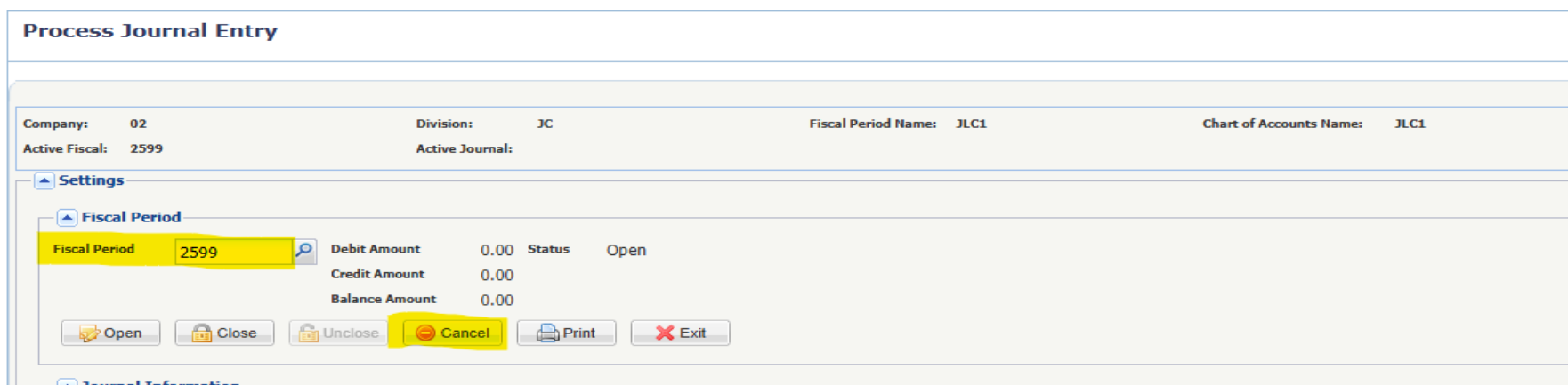
Fiscal period 2512 (YYMM)

ME02

F3=Submit and exit F12=Cancel

- The GLJ003 creates a journal entry that will display with the journal name JE in period YY99 (i.e., 2599) and YY00 (i.e., 2600). This journal is NOT posted and will require you to manually post. If the YY00 JE journal is not posted your will not have beginning balances in GL Inquiry or iStatements.
- The year end close can be re-run. This will require you to unpost the JE journal in both period YY99 and YY00 and then do a period cancel for both YY99 and YY00 periods. To cancel the period in green screen, you would go JE67, enter the password, period YY99 and the division and hit enter. Unpost the JE journal and then put PC in the KW field and hit enter. This will bring up a Delete Confirmation screen, enter Y and hit enter. Once you have done a PC on the period DO NOT re-enter that period until after you have re-run GLJ003 to recreate your year end close

- To Cancel the period in Process Journal Entry in the UI you must enter YY99 or YY00 and click Open.
- Unpost JE journal
- In Fiscal Period header box hit Cancel button



Process Journal Entry

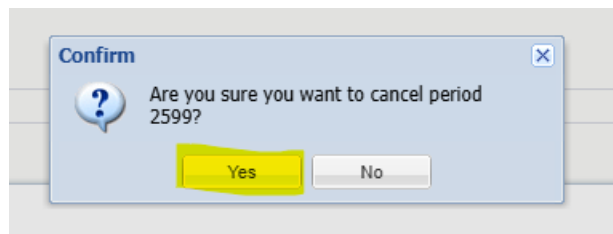
Company: 02 Division: JC Fiscal Period Name: JLC1 Chart of Accounts Name: JLC1
Active Fiscal: 2599 Active Journal:

Settings

Fiscal Period

Fiscal Period	2599	Debit Amount	0.00	Status	Open
		Credit Amount	0.00		
		Balance Amount	0.00		

- You will get a cancel confirmation pop up box you need to answer Yes to complete the cancel



- 1099s
- APMENUD option 40 data area should be set to 600.00 per Federal government mandate that all independent contractors paid over \$600.00 must receive a 1099.
- APMENUD option 26 data area contains your company name, address and ID number.
- APMENUD option 48 data area is used to enter the IFS path where Frontier will deposit the 1099s interface file.

```

ECS042C      ACCOUNTS PAYABLE 1099 AMOUNT LIMITATION      11/18/25
                                                    09:00:15

Use this screen to update the minimum amount for 1099
miscellaneous tax type.

Make the required changes and press Enter.

1099 minimum amount  _600.00

AP10
F3=Exit
  
```

```

ECS042C      ACCOUNTS PAYABLE 1099 COMPANY INFORMATION      11/18/25
                                                    09:00:58

This screen will change your company name, company address,
and federal identification number. To change this information,
make required changes and PRESS ENTER.

Company Name      FRIEDMAN CORPORATION - THIS IS FROM APMENUD > 26-+
Company Address   10275 W HIGGINS ROAD, STE 250 -----+
Company City      ROSEMONT -----+
Company State     IL
Company Zip Code   60018 -----+
Company Telephone  847-948-7180
Company Federal ID # 12345689
  
```

```

ECS042C      AP1099 INTERFACE DIRECTORY MAINTENANCE        11/18/25
                                                    08:56:59

Use this screen to update parameter AP1099PATH for
division JC JAN'S DIVISION

Specify a non-numeric non-alphabetic non-blank field delimit character.

Fields will be delimited by _

Specify an IFS (Integrated File System) path name where FRONTIER will
deposit the AP 1099 interface file. Ensure that the path is a valid
path as it will not be validated.

Path name  /Frontier/1099

AP19 Division  JC
F3=Exit
  
```

- 1099s continued
- APMENUD option 24 data area is used to set the year by division for the 1099s to be run.

```
ECS042C                                A/P 1099 YEAR

Use this screen to update the A/P 1099 year parameter for
division  JC  JAN'S DIVISION

This screen will change the A/P 1099 year to be selected for
processing.

Make required changes and PRESS ENTER.

Year for 1099 to be run  25
Finalize 1099s           N   (Y or N)

AP02 Division JC
F3=Exit
```

- 1099s continued
- APMENU01 option 360 is used the first time you run your 1099s

```
ECS042C                      SUBMIT PRINT A/P 1099 FORMS                      11/18/25
                                                                08:37:29

Use this screen to indicate the company(s) or the division(s)
and 1099 code to be processed. Leave 1099 code blank
to process all types.

      Company      _____
      + for more values  _

or      Division   JC
      + for more values  _

      1099 code      _____ (blank for ALL)

      Vendor range   _____ To _____ (blank for ALL)

      Create option   N   (Y = create file only)
                        (N = print only)
                        (B = create file and print)

GL12
F3=Submit and exit  F12=Cancel
```

- 1099s continued
- APMENU01 option 370 (AP11) can be used to review and update the 1099 code on invoices that were posted for your vendors.

```

ECS042C          1099 TAX CODE MAINTENANCE SELECTION          11/18/25
                                                           08:42:42

Division          _
Vendor from       _____ (blank for ALL)
Vendor to         _____
*and*
Invoice number from _____ (blank for ALL)
Invoice number to  _____
*and*
Payment date from _____ (blank for ALL)
Payment date to   _____
*and*
GL account number from _____ (blank for ALL)
GL account number to _____
*and*
Existing 1099 code from _____ (blank for ALL)
Existing 1099 code to   _____ (*blanks for NO 1099 Code)

Update (U) to submit job, Review (R) to display records R (R/U)
Update existing 1099 code to _

AP11
F3=Process  F10=Menu Bar  F12=Cancel
  
```

```

ECS042C          1099 Tax Code Maintenance Selection          11/18/25
                                                           08:43:33

Division JC JAN'S DIVISION          US
1099 Code
Cur Rev Vendor      Invoice      Seq GL Account
M  _ JLC JAN'S VENDOR TEST      2503  1 99-01-006
M  _ JLC JAN'S VENDOR 6380      3 99-01-006
M  _ JLC JAN'S VENDOR 6380      1 99-01-015
M  _ JLC JAN'S VENDOR 6380      4 99-01-015
M  _ JLC JAN'S VENDOR 6380      2 99-03-032
M  _ JLC JAN'S VENDOR 705       2 99-01-006
M  _ JLC JAN'S VENDOR 8025      1 99-01-002
M  _ JLC JAN'S VENDOR 8025      2 99-01-002
M  _ JLC JAN'S VENDOR 8025      1 99-01-006
M  _ JLC JAN'S VENDOR 8025      2 99-01-007
M  _ JLC JAN'S VENDOR 8029      1 99-01-006
M  _ JLC JAN'S VENDOR 8043      1 99-01-006
M  _ JLC JAN'S VENDOR 88399-0    1 1 99-01-001

AP11 Vendor      Invoice
F2=Select  F3=Exit  F6=Fold/Unfold  F10=Menu Bar  F12=Cancel
  
```

- 1099s continued
- Once all changes have been done in AP11 you need to choose option 400 on APMENU01 to rerun and create your 1099 spool file or IFS file
- **Frontier does not print 1099s.** The system creates a spoolfile with the information and the client typically either uses that to manually create their 1099s or sends the information to a third-party company to print the 1099s via the IFS file.

```
ECS042C                SUBMIT REPRINT A/P 1099 FORMS                11/18/25
                                                                08:46:15

Use this screen to indicate the company(s) or the division(s)
and 1099 code to be processed. Leave 1099 code blank
to process all types.

      Company
      + for more values  _
or      Division
      + for more values  _

      1099 code          _                (blank for ALL)
      Vendor range      _ To _          (blank for ALL)
      Create option      N  (Y = create file only)
                               (N = print only)
                               (B = create file and print)

GL12
F3=Submit and exit  F12=Cancel
```


- 1099s continued
- After you have completed your 1099s go back to APMENUD option 24 enter your division hit enter and change the Finalize 1099s from a N to a Y.

```
ECS042C                                A/P 1099 YEAR                                11/18/25
                                                                08:55:03

Use this screen to update the A/P 1099 year parameter for
division  JC  JAN'S DIVISION

This screen will change the A/P 1099 year to be selected for
processing.

Make required changes and PRESS ENTER.

Year for 1099 to be run  25

Finalize 1099s           Y   (Y or N)

AP02  Division JC
F3=Exit
```

- Typically, this is also the time of year that client's do a cost roll. Prior to running the cost rolls, current on-hand inventory should be valued by running POD140 on ICMENU option 250. This gives a total value of your current on-hand inventory.
- Set data area option 56 on CRMENU to Y if you want the cost records to write to the Audit file which will write to the GL.
- Make sure **all your buy products have a correct current cost** before running CST000 option 38 on CRMENU, Cost Roll Over as this will roll current cost to STD cost.
- The cost rolls need to be run in the order listed below:
 - Annual Cost Roll-over Purchased non-configured CST000 - option 38
 - Manufactured Cost rolls CST001 - option 30
 - Purchased PCM Cost Roll CST010 - option 48
 - Manufactured PCM Cost ATO007 – option 60

- New Budget for the new year
 - GLMEND option 12 – set current budget number for the division
 - GLMEND option 20 – set the budget value and plan value for the division. This must be set for the budgets to transfer to iStatements.
 - Transfer the BEP file from IBM to PC
 - Make Changes to Excel file.
 - Upload the BEP from PC to IBM and append to current BEP.
 - After you have uploaded the budget to BEP go to GLMENU and run option 100 and then option 220. This will create your BE001 journals for each period of the year.

- <https://info.friedmancorp.com/fc-w3brpy9>
- Webinar and Tech Talk presentations for viewing
- Download of slides is generally available for most presentations
- New Webinars & Tech Talks are posted, so check back for new presentations



FRONTIER ERP

- Frontier IPA Webinar
- Frontier 4.2 - Latest features
- An Introduction to eWebservices
- An Introduction to eQuote Dealer
- An Introduction to Frontier CADFlow
- Frontier 3.0 to 4.1; 4.0 to 4.1 (2 sessions, 2021)
- Frontier 4.1 - Focus on Finance
- Frontier 4.1 - Mfg, Ordering, PCM and more
- Frontier Version 4.0
- Customer Portal overview

FOCUS ON MODULES

- iLogging with Live Demo
- SVG and eQuote with Loewen Windows
- eQuote Dealer
- Master File and Sales Order Logging with Springs Window Fashions
- Web Services [See also WebServices Tech Talk]
- CADFlow
- DataBroker
- SCOPE

PARTNER PRESENTATIONS

- Future-Proof your IT with Meridian IT
- Utilize CADFlow with Frontier ERP & Widom Associates
- Demystifying Tax Research and Exemption Certificates with Avalara
- Managing Documents on the IBMi, with Cobwebb Communications
- IBMi: The Power of 10, with Logica
- High Availability and the Cloud, with Meridian Group International
- Content Management and Workflows with RVI
- Governance and Audit Compliance with Kisco
- Cloud for IBM iSeries with Logica
- Streamline your workflow with Saberis
- Easy Forms and Labels with TL Ashford
- Make it - Move it - Ship it: Frontier ERP integrations with WMS and TMS
- Logimax WMS
- Shipping Solutions with Varsity Logistics
- Streamlining Accounts Payable with Cobwebb Communications
- Shipping Strategies with Varsity Logistics
- Warehouse Management with Logimax WMS and Frontier ERP
- Streamline Manufacturing & Material Flow with RFID & Stratum Global



GENERAL

- iLogging setup (2023)
- Sales Order Attributes (2023)
- Web Services and Your Website (2022)
- MasterFile Importing Functionality in 4.2 (2022)
- Creating Custom Inquiries in 4.1
- iService
- There's Always Something New in PCM (2021)
- Order Promising
- Frontier Security
- Cycle Counting and Physical Inventory
- Using Confluence
- Understanding WebSphere
- Smarter Barcoding
- PCM Workbench Promote
- PCM Workbench
- CSEC System and Installing ECs
- End of year 2024 Physical Inventory, Financials & More

FINANCE-SPECIFIC SESSIONS

- AP Automation (2022)
- Account Payables, Parts 1 & 2
- iStatement issues & resolutions (2021)
- 1099 Processing
- Internal Purchasing
- Streamlining Your Year-End Close
- GL Postings (2021)
- GL Imbalances
- Installing iStatement, Parts 1 and 2
- Audit Compliance with Kisco (2022)

Share Your Thoughts

First Name	Last Name
<input type="text"/>	<input type="text"/>

Email
<input type="text"/>

Please enter your comments, questions and/or topic ideas below:

Send



Book a Discovery Call

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