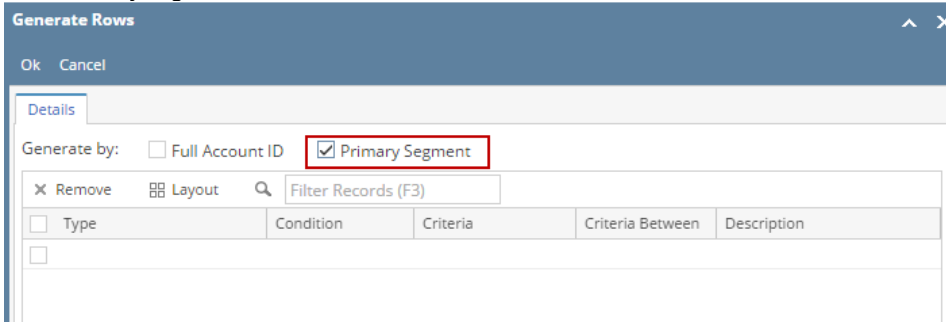


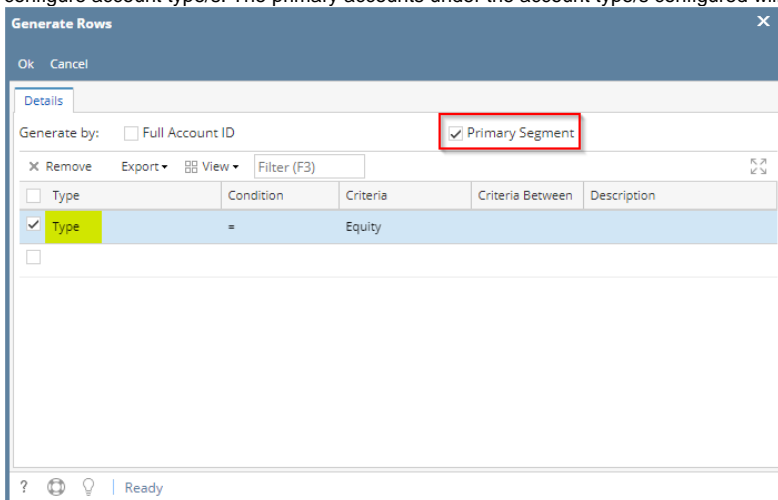
How to Generate rows by Primary Segment

When **Primary Segment checkbox** is checked and you generate rows, what it does is, it generate rows per primary account. Follow the steps below on how to generate rows by Primary Account.

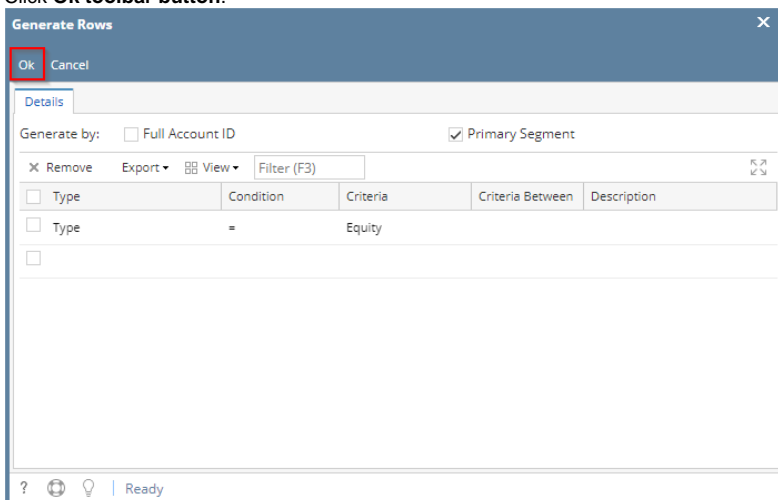
1. Check **Primary Segment checkbox**.



2. In the grid area, configure rows to generate. In this example, let's use **Type**. Use the **Condition**, **Criteria** and **Criteria Between** fields to configure account type/s. The primary accounts under the account type/s configured will be generated.



3. Use the **Description** field if you would like to [overwrite the Account Description with another value](#) . If you opted to do that, any value entered on this field will be shown on all rows generated. Else, leave it blank.
4. Click **Ok** toolbar button.



5. This message is shown. Click **OK button** to bring you back to the Row Designer screen.
6. In the Row Designer screen, each row created will have have the following information.
 - a. **Row Type** to show Filter Accounts.
 - b. **Row Name** to show the Primary Account ID and Description.
 - c. **Balance Side** to show the account's normal balance side. Debit if account is an Asset or Expense type and Credit if account is a Liability, Equity or Revenue type.
 - d. **Filter Accounts** to show by Primary Account.

e. **Source** to show Column.

f. **Account Type** to show BS if account is a Balance Sheet account or IS if account is Income Statement account.

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts
Cash Flow Activity	R1	Column Name						None	
Column Name	R2	Filter Accounts	35000 - Owners Equity				None	Credit	[Primary Account] = '35000'
Column Name - Page Header	R3	Filter Accounts	39000 - Retained Earnings				None	Credit	[Primary Account] = '39000'
Double Underscore	R4	Filter Accounts	39001 - Second Retained Ear...				None	Credit	[Primary Account] = '39001'
Filter Accounts	R5	Filter Accounts	39999 - Equity FRD				None	Credit	[Primary Account] = '39999'
Line									

Here are illustrations when different Account options are selected to configure rows to generate.

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ **Primary Segment**

X Remove Export View Filter (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> ID	=	73000-0006-101		
<input type="checkbox"/>				

? Ready

Here's how it will look like when generated. Primary Account matching the selected Account ID will be generated.

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts
Cash Flow Activity	R1	Column Name						None	
Column Name	R2	Filter Accounts	73000 - Options Expense				None	Debit	[Primary Account] = '73000'
Column Name - Page Header									
Double Underscore									
Filter Accounts									

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ **Primary Segment**

X Remove Export View Filter (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> Group	=	Equity		
<input type="checkbox"/>				

? Ready

Here's how it will look like when generated. All primary account under the selected Group/s will be generated.

Row Designer - Generate Row E - by Group

New Save Search Delete Undo Duplicate Missing Accounts Import Export Close

Details Audit Log

Row Name: Generate Row E - by Group Description: Report Type: [v]

X Remove Options Generate Show/Hide GL COA Formula Highlight Export View Filter (F3)

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts
Cash Flow Activity		R1	Column Name					None	
Column Name		R2	Filter Accounts	39999 - Equity FRD				None	Credit [Primary Account] = '39999'
Column Name - Page Header									

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ Primary Segment

X Remove Export View Filter (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> Primary Account	=	73000		
<input type="checkbox"/>				

Here's how it will look like when generated. Primary Account that matched the Primary account/s selected will be generated.

Row Designer - Generate Row E - by Primary Account

New Save Search Delete Undo Duplicate Missing Accounts Import Export Close

Details Audit Log

Row Name: Generate Row E - by Primary Account Description: Report Type: [v]

X Remove Options Generate Show/Hide GL COA Formula Highlight Export View Filter (F3)

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts
Cash Flow Activity		R1	Column Name					None	
Column Name		R2	Filter Accounts	73000 - Options Expense				None	Debit [Primary Account] = '73000'
Column Name - Page Header									
Double Underscore									
Filter Accounts									

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ Primary Segment

X Remove Export View Filter (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> Location	=	0004		
<input type="checkbox"/>				

Here's how it will look like when generated. All Primary Accounts created for the selected location will be generated.

Row Designer - Generate Row E - by Location

Row Name: Generate Row E - by Location Description: Report Type:

Generate by: ☐ Full Account ID ☒ Primary Segment

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Acc
Cash Flow Activity	R1	Column Name					None				
Column Name	R2	Filter Accounts	10001 - Wells Fargo - Payroll				None	Debit	(Primary Account) = '10001'	Column	
Column Name - Page Header	R3	Filter Accounts	10500 - Undeposited Funds				None	Debit	(Primary Account) = '10500'	Column	
Double Underscore	R4	Filter Accounts	10718 - Payroll Checking				None	Debit	(Primary Account) = '10718'	Column	
Filter Accounts	R5	Filter Accounts	12013 - Accounts Receivable				None	Debit	(Primary Account) = '12013'	Column	
Line	R6	Filter Accounts	13500 - Prepaid Taxes				None	Debit	(Primary Account) = '13500'	Column	
None	R7	Filter Accounts	14000 - Prepaid Inventory				None	Debit	(Primary Account) = '14000'	Column	
Page Break	R8	Filter Accounts	15000 - Beginning Inventory				None	Debit	(Primary Account) = '15000'	Column	
Row Calculation	R9	Filter Accounts	15013 - Inventories				None	Debit	(Primary Account) = '15013'	Column	
Row Name - Center Align	R10	Filter Accounts	15023 - Blended Inventories				None	Debit	(Primary Account) = '15023'	Column	
Row Name - Left Align	R11	Filter Accounts	15033 - Work in Progress - Bl...				None	Debit	(Primary Account) = '15033'	Column	
Row Name - Right Align	R12	Filter Accounts	16000 - Inventories				None	Debit	(Primary Account) = '16000'	Column	
Underscore	R13	Filter Accounts	16010 - Auto Negative				None	Debit	(Primary Account) = '16010'	Column	
	R14	Filter Accounts	16013 - Inventory in Transit				None	Debit	(Primary Account) = '16013'	Column	
	R15	Filter Accounts	16020 - Write-off Sold				None	Debit	(Primary Account) = '16020'	Column	
	R16	Filter Accounts	16030 - Revenue Sold				None	Debit	(Primary Account) = '16030'	Column	
	R17	Filter Accounts	16040 - Inventory Adjustment				None	Debit	(Primary Account) = '16040'	Column	
	R18	Filter Accounts	16050 - Inventory in-Transit				None	Debit	(Primary Account) = '16050'	Column	

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ Primary Segment

Remove Export View Filter (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> Description	=	Accounts Payable - Home office - Admin		

Here's how it will look like when generated. Primary Account that matched the selected account description will be generated.

Row Designer - Generate Row E - by Description

Row Name: Generate Row E - by Description Description: Report Type:

Generate by: ☐ Full Account ID ☒ Primary Segment

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Acc
Cash Flow Activity	R1	Column Name					None				
Column Name	R2	Filter Accounts	20000 - Accounts Payable				None	Credit	(Primary Account) = '20000'	Column	BS
Column Name - Page Header											

When **Primary Segment** checkbox is checked and you generate rows, what it does is, it generate rows per primary account. Follow the steps below on how to generate rows by Primary Account.

1. Check **Primary Segment** checkbox.

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ Primary Segment

Remove Layout Filter Records (F3)

Type	Condition	Criteria	Criteria Between	Description
<input type="checkbox"/>				

- In the grid area, configure rows to generate. In this example, let's use **Type**. Use the **Condition**, **Criteria** and **Criteria Between** fields to configure account type/s. The primary accounts under the account type/s configured will be generated.

- Use the **Description** field if you would like to [overwrite the Account Description with another value](#) . If you opted to do that, any value entered on this field will be shown on all rows generated. Else, leave it blank.

- Click **Ok** toolbar button.

- This message is shown. Click **OK** button to bring you back to the Row Designer screen.

- In the Row Designer screen, each row created will have have the following information.
 - Row Type** to show Filter Accounts.
 - Row Name** to show the Primary Account ID and Description.
 - Balance Side** to show the account's normal balance side. Debit if account is an Asset or Expense type and Credit if account is a Liability, Equity or Revenue type.
 - Filter Accounts** to show by Primary Account.
 - Source** to show Column.
 - Account Type** to show BS if account is a Balance Sheet account or IS if account is Income Statement account.

Column Name	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account
Column Name	R2	Filter Accounts	39000 - Owners Equity			None		Credit	(Primary Account) = 39000	Column	BS
Column Name - Page Header	R3	Filter Accounts	39000 - Retained Earnings			None		Credit	(Primary Account) = 39000	Column	BS
Double Underscore	R4	Filter Accounts	39001 - Second Retained Ear...			None		Credit	(Primary Account) = 39001	Column	BS
Filter Accounts	R5	Filter Accounts	39999 - Equity RSD			None		Credit	(Primary Account) = 39999	Column	BS

Here are illustrations when different Account options are selected to configure rows to generate.

Generate Rows

Ok

Cancel

Details

Generate by:

☐ Full Account ID
 ☒ Primary Segment

Remove

Export

View

Filter (F3)

☐ Type
 Condition Criteria Criteria Between Description

☒ Primary Account = 73000

☐

Here's how it will look like when generated. Primary Account that matched the Primary account/s selected will be generated.

Row Designer - Generate Row Primary

New

Save

Search

Delete

Undo

Duplicate

Missing Accounts

Import

Export

Close

Details

Audit Log

Row Name

Generate Row Primary

Description

By PrimaryTest

Report Type

Remove

Options

Generate

Show/Hide

GL COA

Formula

Highlight

Export

View

Filter (F3)

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account
Cash Flow Activity		R1	Column Name				None				
Column Name		R2	Filter Accounts	73000 - Options Expense			None	Debit	[Primary Account] = '73000'	Column	IS
Column Name - Page Header											
Double Underscore											
Filter Accounts											
Line											
None											
Page Break											

Generate Rows

Ok

Cancel

Details

Generate by:

☐ Full Account ID
 ☒ Primary Segment

Remove

Export

View

Filter (F3)

☐ Type
 Condition Criteria Criteria Between Description

☒ Location = 0004

☐

Here's how it will look like when generated. All Primary Accounts created for the selected location will be generated.

Row Designer - Generate Row Location

New Save Search Delete Undo Duplicate Missing Accounts Import Export Close

Details Audit Log

Row Name: Generate Row Location Description: By Location Test Report Type: [v]

X Remove [icon] Options [icon] Generate [icon] Show/Hide [icon] GL COA [icon] Formula [icon] Highlight [icon] Export [icon] View [icon] Filter (F3)

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account
Cash Flow Activity	R1	Column Name					None				
Column Name	R2	Filter Accounts	10001 - Wells Fargo - Payroll				None	Debit	[Primary Account] = '10001'	Column	B5
Column Name - Page Header	R3	Filter Accounts	10500 - Undeposited Funds				None	Debit	[Primary Account] = '10500'	Column	B5
Double Underscore	R4	Filter Accounts	10718 - Payroll Checking				None	Debit	[Primary Account] = '10718'	Column	B5
Filter Accounts	R5	Filter Accounts	12013 - Accounts Receivable				None	Debit	[Primary Account] = '12013'	Column	B5
Line	R6	Filter Accounts	13500 - Prepaid Taxes				None	Debit	[Primary Account] = '13500'	Column	B5
None	R7	Filter Accounts	14000 - Prepaid Inventory				None	Debit	[Primary Account] = '14000'	Column	B5
Page Break	R8	Filter Accounts	15000 - Beginning Inventory				None	Debit	[Primary Account] = '15000'	Column	B5
Row Calculation	R9	Filter Accounts	15013 - Inventories				None	Debit	[Primary Account] = '15013'	Column	B5
Row Name - Center Align	R10	Filter Accounts	15023 - Blended Inventories				None	Debit	[Primary Account] = '15023'	Column	B5
Row Name - Left Align	R11	Filter Accounts	15033 - Work in Progress - Bl...				None	Debit	[Primary Account] = '15033'	Column	B5
Row Name - Right Align	R12	Filter Accounts	16000 - Inventories				None	Debit	[Primary Account] = '16000'	Column	B5
Underscore	R13	Filter Accounts	16010 - Auto Negative				None	Debit	[Primary Account] = '16010'	Column	B5
	R14	Filter Accounts	16013 - Inventory in Transit				None	Debit	[Primary Account] = '16013'	Column	B5
	R15	Filter Accounts	16020 - Write-off Sold				None	Debit	[Primary Account] = '16020'	Column	B5
	R16	Filter Accounts	16030 - Revalue Sold				None	Debit	[Primary Account] = '16030'	Column	B5
	R17	Filter Accounts	16040 - Inventory Adjustment				None	Debit	[Primary Account] = '16040'	Column	B5
	R18	Filter Accounts	16050 - Inventory In-Transit				None	Debit	[Primary Account] = '16050'	Column	B5

0.19s Ready Page 1 of 1 Refresh

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ Primary Segment

X Remove Export View Filter (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> Description	=	Accounts Payable - Home office - Admin		

Here's how it will look like when generated. Primary Account that matched the selected account description will be generated.

Row Designer - Generate Row Location

New Save Search Delete Undo Duplicate Missing Accounts Import Export Close

Details Audit Log

Row Name: Generate Row Location Description: By Location Test Report Type: [v]

X Remove [icon] Options [icon] Generate [icon] Show/Hide [icon] GL COA [icon] Formula [icon] Highlight [icon] Export [icon] View [icon] Filter (F3)

Row Type	ID	Row Type*	Row Name	Row Calculation	Percentage	Override Row Calculation	Date Override	Balance Side	Filter Accounts	Source	Account
Cash Flow Activity	R1	Column Name					None				
Column Name	R2	Filter Accounts	20000 - Accounts Payable				None	Credit	[Primary Account] = '20000'	Column	B5
Column Name - Page Header											
Double Underscore											
Filter Accounts											
Line											

When **Primary Segment checkbox** is checked and you generate rows, what it does is, it generate rows per primary account. Follow the steps below on how to generate rows by Primary Account.

1. Check **Primary Segment** checkbox.

2. In the grid area, configure rows to generate. In this example, let's use **Type**. Use the **Condition**, **Criteria** and **Criteria Between** fields to configure account type/s. The primary accounts under the account type/s configured will be generated.

? Unknown Attachment

3. Use the **Description** field if you would like to [overwrite the Account Description with another value](#) . If you opted to do that, any value entered on this field will be shown on all rows generated. Else, leave it blank.

4. Click **Ok** toolbar button.

Type	Condition	Criteria	Criteria Between	Description
Type	=	Asset		

5. This message is shown. Click **OK** button to bring you back to the Row Designer screen.

? Unknown Attachment

6. In the Row Designer screen, each row created will have have the following information.
 - a. **Row Type** to show Filter Accounts.
 - b. **Row Name** to show the Primary Account ID and Description.
 - c. **Balance Side** to show the account's normal balance side. Debit if account is an Asset or Expense type and Credit if account is a Liability, Equity or Revenue type.
 - d. **Filter Accounts** to show by Primary Account.
 - e. **Source** to show Column.
 - f. **Account Type** to show BS if account is a Balance Sheet account or IS if account is Income Statement account.

Row Type	ID	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	R1	Line							
Column Name	R2	Column Name							
Column Name Page Header	R3	None							
Double Underscore	R4	Filter Accounts 10000 - Check bo...		Debit	[Primary Account]...	Column	BS		
Filter Accounts	R5	Filter Accounts 11000 - Cash Clea...		Debit	[Primary Account]...	Column	BS		
Line	R6	Filter Accounts 12000 - Accounts ...		Debit	[Primary Account]...	Column	BS		
None	R7	Filter Accounts 12300 - Discount ...		Debit	[Primary Account]...	Column	BS		
Page Break	R8	Filter Accounts 12500 - Credit Car...		Debit	[Primary Account]...	Column	BS		
Percentage	R9	Filter Accounts 12700 - Storage R...		Debit	[Primary Account]...	Column	BS		
Row Calculation	R10	Filter Accounts 16000 - Inventory...		Debit	[Primary Account]...	Column	BS		
Row Name - Center Align	R11	Filter Accounts 16001 - Inventory...		Debit	[Primary Account]...	Column	BS		
Row Name - Left Align	R12	Filter Accounts 16002 - Inventory...		Debit	[Primary Account]...	Column	BS		
Row Name - Right Align	R13	Filter Accounts 16003 - Inventory ...		Debit	[Primary Account]...	Column	BS		
Underscore	R14	Filter Accounts 16005 - Inventory ...		Debit	[Primary Account]...	Column	BS		
	R15	Filter Accounts 16006 - Inventory ...		Debit	[Primary Account]...	Column	BS		
	R16	Filter Accounts 16007 - Inventory ...		Debit	[Primary Account]...	Column	BS		

Here are illustrations when different Account options are selected to configure rows to generate.

Generate Rows Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ **Primary Segment**

Remove Layout Filter Records (F3)

Type	Condition	Criteria	Criteria Between	Description
<input type="checkbox"/> ID	=	10000-1000		
<input type="checkbox"/>				

Here's how it will look like when generated. Primary Account matching the selected Account ID will be generated.

Row Designer - 0112 row design New Save Search Delete Undo Duplicate Verify Accounts Close

Details Audit Log (6)

Row Name: 0112 row design Description:

Remove Options Generate Show/Hide GL COA Formula Highlight Layout Filter Records (F3)

Row Type	ID	Row Type	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	<input type="checkbox"/> R1	Line							<input type="checkbox"/>	<input type="checkbox"/>
Column Name	<input type="checkbox"/> R2	Column Name							<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	<input type="checkbox"/> R3	None							<input type="checkbox"/>	<input type="checkbox"/>
Double Underscore	<input type="checkbox"/> R4	Filter Accounts	10000 - Check boo...		Debit	[Primary Account]...	Column	B5	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	<input type="checkbox"/>								<input type="checkbox"/>	<input type="checkbox"/>

Generate Rows Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ **Primary Segment**

Remove Layout Filter Records (F3)

Type	Condition	Criteria	Criteria Between	Description
<input type="checkbox"/> Group	=	Cost of Goods Sold		
<input type="checkbox"/>				

Here's how it will look like when generated. All primary account under the selected Group/s will be generated.

Row Designer - 0112 row design New Save Search Delete Undo Duplicate Verify Accounts Close

Details Audit Log (8)

Row Name: 0112 row design Description:

Remove Options Generate Show/Hide GL COA Formula Highlight Layout Filter Records (F3)

Row Type	ID	Row Type	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	<input type="checkbox"/> R1	Line							<input type="checkbox"/>	<input type="checkbox"/>
Column Name	<input type="checkbox"/> R2	Column Name							<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	<input type="checkbox"/> R3	None							<input type="checkbox"/>	<input type="checkbox"/>
Double Underscore	<input type="checkbox"/> R4	Filter Accounts	50002 - COGS-Item2		Debit	[Primary Account]...	Column	IS	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	<input type="checkbox"/> R5	Filter Accounts	50003 - COGS - Te...		Debit	[Primary Account]...	Column	IS	<input type="checkbox"/>	<input type="checkbox"/>
Line	<input type="checkbox"/>								<input type="checkbox"/>	<input type="checkbox"/>

Generate Rows Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ **Primary Segment**

✕ Remove Layout Filter Records (F3)

Type	Condition	Criteria	Criteria Between	Description
<input type="checkbox"/> Primary Account	=	10000		

Here's how it will look like when generated. Primary Account that matched the Primary account/s selected will be generated.

Row Designer - 0112 row design New Save Search Delete Undo Duplicate Verify Accounts Close

Details Audit Log (9)

Row Name: 0112 row design Description:

✕ Remove Options Generate Show/Hide GL COA Formula Highlight Layout Filter Records (F3)

Row Type	ID	Row Type	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	<input type="checkbox"/> R1	Line							<input type="checkbox"/>	<input type="checkbox"/>
Column Name	<input type="checkbox"/> R2	Column Name							<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	<input type="checkbox"/> R3	None							<input type="checkbox"/>	<input type="checkbox"/>
Double Underscore	<input type="checkbox"/> R4	Filter Accounts	10000 - Check boo...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	<input type="checkbox"/>								<input type="checkbox"/>	<input type="checkbox"/>

Generate Rows Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ **Primary Segment**

✕ Remove Layout Filter Records (F3)

Type	Condition	Criteria	Criteria Between	Description
<input checked="" type="checkbox"/> Location	=	1000		
		Location		Description
		1000		Location A
		2000		Location B

Here's how it will look like when generated. All Primary Accounts created for the selected location will be generated.

Row Designer - 0112 row design

New Save Search Delete Undo Duplicate Verify Accounts Close

Details Audit Log (10)

Row Name: 0112 row design Description:

X Remove Options Generate Show/Hide GL COA Formula Highlight Layout Filter Records (F3)

Row Type	ID	Row Type	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	<input type="checkbox"/> R1	Line							<input type="checkbox"/>	<input type="checkbox"/>
Column Name	<input type="checkbox"/> R2	Column Name							<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	<input type="checkbox"/> R3	None							<input type="checkbox"/>	<input type="checkbox"/>
Double Underscore	<input type="checkbox"/> R4	Filter Accounts	10000 - Check bo...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	<input type="checkbox"/> R5	Filter Accounts	11000 - Cash Clea...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Line	<input type="checkbox"/> R6	Filter Accounts	12000 - Accounts ...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
None	<input type="checkbox"/> R7	Filter Accounts	12300 - Discount ...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Page Break	<input type="checkbox"/> R8	Filter Accounts	12500 - Credit Car...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Percentage	<input type="checkbox"/> R9	Filter Accounts	12700 - Storage R...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Row Calculation	<input type="checkbox"/> R10	Filter Accounts	16000 - Inventory		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Row Name - Center Align	<input type="checkbox"/> R11	Filter Accounts	16001 - Inventory...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Row Name - Left Align	<input type="checkbox"/> R12	Filter Accounts	16002 - Inventory...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Row Name - Right Align	<input type="checkbox"/> R13	Filter Accounts	16003 - Inventory ...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Underscore	<input type="checkbox"/> R14	Filter Accounts	16005 - Inventory ...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> R15	Filter Accounts	16006 - Inventory ...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> R16	Filter Accounts	16007 - Inventory ...		Debit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>

Generate Rows

Ok Cancel

Details

Generate by: ☐ Full Account ID ☒ Primary Segment

X Remove Layout Filter Records (F3)

Type	Condition	Criteria	Criteria Between	Description
Description	=	Accounts Payable		

Here's how it will look like when generated. Primary Account that matched the selected account description will be generated.

Row Designer - 0112 row design

New Save Search Delete Undo Duplicate Verify Accounts Close

Details Audit Log (11)

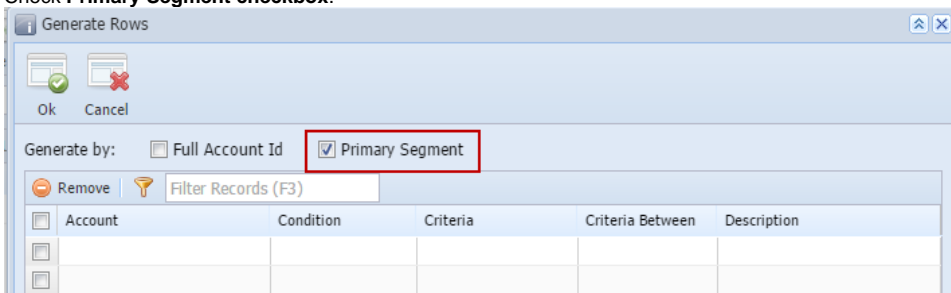
Row Name: 0112 row design Description:

X Remove Options Generate Show/Hide GL COA Formula Highlight Layout Filter Records (F3)

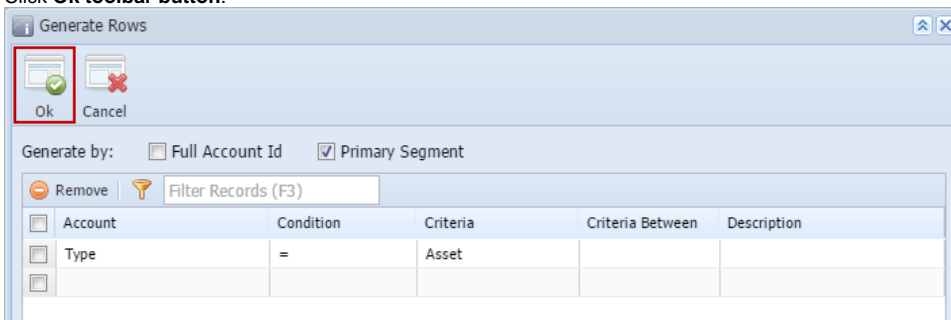
Row Type	ID	Row Type	Row Name	Row Calculation	Balance Side	Filter Accounts	Source	Account Type	Print Each	Hidden
Cash Flow Activity	<input type="checkbox"/> R1	Line							<input type="checkbox"/>	<input type="checkbox"/>
Column Name	<input type="checkbox"/> R2	Column Name							<input type="checkbox"/>	<input type="checkbox"/>
Column Name Page Header	<input type="checkbox"/> R3	None							<input type="checkbox"/>	<input type="checkbox"/>
Double Underscore	<input type="checkbox"/> R4	Filter Accounts	20000 - Accounts ...		Credit	[Primary Account]...	Column	BS	<input type="checkbox"/>	<input type="checkbox"/>
Filter Accounts	<input type="checkbox"/>								<input type="checkbox"/>	<input type="checkbox"/>
Line									<input type="checkbox"/>	<input type="checkbox"/>

When Full Account Id checkbox is checked and you generate rows, what it does is, it generate rows per account id. Follow the steps below on how to generate rows by Full Account Id.

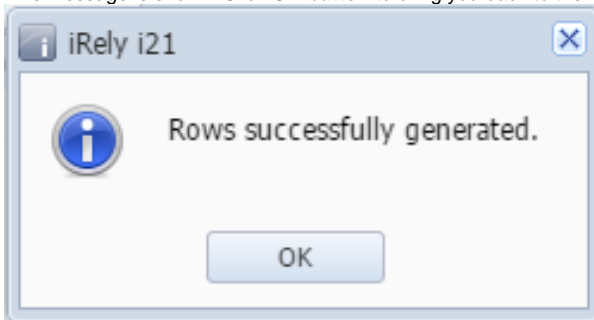
1. Check **Primary Segment** checkbox.



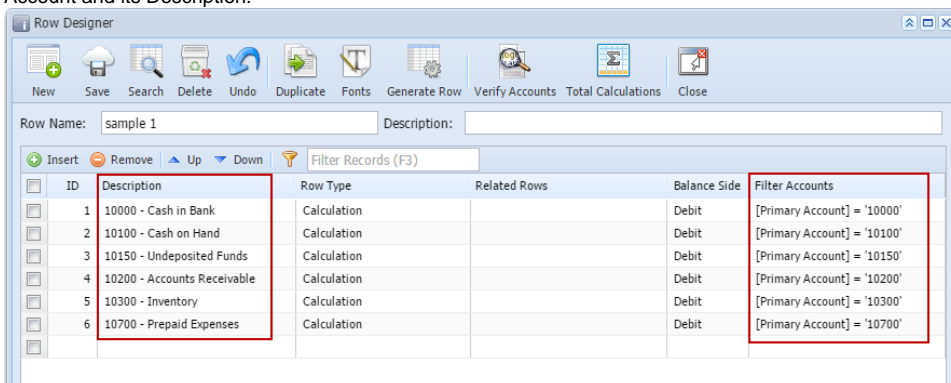
2. In the grid area, configure rows to generate.
3. Click **Ok toolbar button**.



4. This message is shown. Click **OK button** to bring you back to the Row Designer screen.



5. In the Row Designer screen, each row created will have an account filter by **Primary Account**. Also, the Description field will show the Primary Account and its Description.



Here are illustrations when different Account options are selected to configure rows to generate.

Generate Rows

Ok Cancel

Generate by: ☐ Full Account Id ☒ Primary Segment

Remove Filter Records (F3)

Account	Condition	Criteria	Criteria Between	Description
Group	=	Cash Accounts		

Here's how it will look like when generated. All primary accounts under the selected Group/s will be generated.

Row Designer

New Save Search Delete Undo Duplicate Fonts Generate Row Verify Accounts Total Calculations Close

Row Name: sample 1 Description:

Insert Remove Up Down Filter Records (F3)

ID	Description	Row Type	Related Rows	Balance Side	Filter Accounts
1	10000 - Cash in Bank	Calculation		Debit	[Primary Account] = '10000'
2	10100 - Cash on Hand	Calculation		Debit	[Primary Account] = '10100'

Generate Rows

Ok Cancel

Generate by: ☐ Full Account Id ☒ Primary Segment

Remove Filter Records (F3)

Account	Condition	Criteria	Criteria Between	Description
Primary Account	=	10000		

Here's how it will look like when generated. All primary accounts with matched Primary account/s will be generated.

Row Designer

New Save Search Delete Undo Duplicate Fonts Generate Row Verify Accounts Total Calculations Close

Row Name: sample 1 Description:

Insert Remove Up Down Filter Records (F3)

ID	Description	Row Type	Related Rows	Balance Side	Filter Accounts
1	10000 - Cash in Bank	Calculation		Debit	[Primary Account] = '10000'

Generate Rows

Ok Cancel

Generate by: ☐ Full Account Id ☒ Primary Segment

Remove Filter Records (F3)

Account	Condition	Criteria	Criteria Between	Description
Location	=	1000		

Here's how it will look like when generated. All primary accounts created for the selected location will be generated.

Row Designer

New

Save

Search

Delete

Undo

Duplicate

Fonts

Generate Row

Verify Accounts

Total Calculations

Close

Row Name: sample 1

Description:

Insert

Remove

Up

Down

Filter Records (F3)

	ID	Description	Row Type	Related Rows	Balance Side	Filter Accounts
<input type="checkbox"/>	1	10000 - Cash in Bank	Calculation		Debit	[Primary Account] = '10000'
<input type="checkbox"/>	2	10100 - Cash on Hand	Calculation		Debit	[Primary Account] = '10100'
<input type="checkbox"/>	3	10150 - Undeposited Funds	Calculation		Debit	[Primary Account] = '10150'
<input type="checkbox"/>	4	10200 - Accounts Receivable	Calculation		Debit	[Primary Account] = '10200'
<input type="checkbox"/>	5	10300 - Inventory	Calculation		Debit	[Primary Account] = '10300'
<input type="checkbox"/>	6	10700 - Prepaid Expenses	Calculation		Debit	[Primary Account] = '10700'
<input type="checkbox"/>	7	20000 - Accounts Payable	Calculation		Credit	[Primary Account] = '20000'
<input type="checkbox"/>	8	20100 - AP Clearing	Calculation		Credit	[Primary Account] = '20100'
<input type="checkbox"/>	9	30000 - Owner's Equity	Calculation		Credit	[Primary Account] = '30000'
<input type="checkbox"/>	10	31000 - Retained Earnings	Calculation		Credit	[Primary Account] = '31000'
<input type="checkbox"/>	11	40000 - Sales	Calculation		Credit	[Primary Account] = '40000'
<input type="checkbox"/>	12	50000 - Cost of Goods Sold	Calculation		Debit	[Primary Account] = '50000'
<input type="checkbox"/>	13	60000 - Other Expenses	Calculation		Debit	[Primary Account] = '60000'
<input type="checkbox"/>	14	70000 - Other Revenues	Calculation		Credit	[Primary Account] = '70000'
<input type="checkbox"/>						