

Rule engine functionality

By using one or both of the rule engine's two main functions we wish to achieve a quicker and more efficient bank reconciliation process, with a minimum amount of manual follow-up.

Match

This rule type allows the user to define a number of days deviation in which PowerOffice will try to find open items to reconcile. The standard function that is a built-in part of the program and runs daily in the background, can only handle matching of items with the same amount on the same date. With a match rule the user can input a deviation of a desired number of days. This can be very useful for the reconciliation of cash journals, where the money often is deposited into your account a day or two after the posting date of the journal entry. It is only possible in one-to-one matching, meaning that PowerOffice can only reconcile one transaction to one journal entry.

You can chose to either make very general rules that applies to a broad selection of items, or you can make your rules specificly to only apply to certain transactions/journal entries.

Post and Match

This rule type allows the user to define certain bank transactions to which PowerOffice will automatically create and post the matching journal entry, based mainly on the transacion description from the bank. This will work very well for the posting of standard recurring transactions that always uses the same general ledger account, and where the bank uses the same transaction description i.e. charges, fees and interest. It is only possible in one-to-one matching, meaning that PowerOffice can only reconcile one transaction to one journal entry.

As with the match rule, you can make your post and match rules either very general or very specific. However, for post and match rules we recommend making your rules as specific as possible to avoid errors. Wrong journal entry postings has to be manually reversed.

We also recommend putting post and match rules last in the rule running order (at the bottom of the rule sorting in your settings). This will ensure that PowerOffice does not create journal entry postings to transactions that can be reconciled with a match rule.

For more information regarding rule running order, read this [article](#).