



Module 01 – ProjectPro Basic
Chapter 04
JOB POSTING GROUPS

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ProjectPro Basic – Job Posting Groups

Contents

INTRODUCTION	3
JOB POSTING GROUPS	3
Fields in the Job Posting Groups Window	4

ProjectPro Basic – Job Posting Groups

INTRODUCTION

Basically, job posting groups define the relationship between your job and the general ledger. So, the whole basic set up here, are account numbers from the chart of accounts stating where the system should post work in progress cost amounts, or where I should post item costs, and the sales.

JOB POSTING GROUPS

The purpose of Job Posting Groups is primarily for Business Central's Job WIP Process. For Construction Accounting using the "Percentage of Completion" as the most common method of revenue recognition, ProjectPro has added the functionality to create financial entries for revenue recognition along with "Over Billings & Under Billing" calculations that can generate General Ledger Entries at month end.

***** ProjectPro does not use the standard Business Central Job WIP Calculation process *****

One aspect of planning jobs is deciding which posting accounts to use for job costing. To be able to post jobs, you set up accounts for posting for each job posting group. A posting group represents a link between the job and how it should be treated in the general ledger. When you create a job, you specify a posting group, and by default, each task you create for the job is associated with that posting group. However, as you create tasks, you can override the default and select a posting group that is more appropriate.

Search for "Job Posting Groups" from the search tab and click on the one coming under Administration section, below page will open.

Make entries into the various fields. Skip fields you do not need. Be sure to enter the following fields to properly record transactions.

Code ↑	Description	WIP Costs Account	WIP Accrued Costs Account	Job Costs Applied Account	Item Costs Applied Account	Resour... Costs Applied Account	G/L Costs Applied Account	Job Costs Adjustment Account	G/L Expense Acc. (Contract)	WIP Accrued Sales Account	WIP Invoiced Sales Account	Job Sales Applied Account	Job Sales Adjustment Account
COM		13500	23300	50800				50900	40100	24000	40100	24000	40900
GOV		13500	23300	50800				50900	40100	24000	40100	24000	40900
RES		13500	23300	50800				50900	40100	24000	40100	24000	40900
→ SVC		13500	23300	50800				50900	40400	40800	24100	44000	40900

Code ↑	G/L Expense Acc. (Contract)	WIP Accrued Sales Account	WIP Invoiced Sales Account	Job Sales Applied Account	Job Sales Adjustment Account	Recognized Costs Account	Recognized Sales Account	G/L Labor Expense Account	Allocated Job Burden	Job Burden Off-Set	Over Billing Account	Under Billing Account
COM	40100	24000	40100	24000	40900	50800	40100					
GOV	40100	24000	40100	24000	40900	50800	40200					
RES	40100	24000	40100	24000	40900	50800	40300					
→ SVC	40400	40800	24100	44000	40900	50010	40400					

To see a list of the account number fields, click the Assist Button for the field. When the **Chart of Accounts** window appears, select the account you want, and then click OK.

ProjectPro Basic – Job Posting Groups
Fields in the Job Posting Groups Window

FIELDS	DESCRIPTION
Code	Specifies a code for the posting group that defines to which G/L account you post job transactions when the job card contains the job posting group. The code must be unique with a maximum of 10 characters, including spaces
Description	Specifies the description or the full name of the posting group, if required.
WIP Cost Account	<p>Specifies the work in process (WIP) account for the calculated cost of the job WIP for job tasks with this posting group. The account is normally a balance sheet capital asset account.</p> <p>When you recognize usage for a Job (moved to the income statement), the program transfers all the entries in this account to the account you specified in the Cost Account field in this window.</p> <p>**Not used by ProjectPro**</p>
WIP Accrued Costs Account	<p>This account is for the job's WIP method Cost Value or Cost of Sales, which accumulates postings when the costs recognized, based on the invoiced value of the job, are greater than the current usage total posted. The account is normally a balance sheet accrued expense liability account.</p> <p>When a WIP adjustment requires you to increase the usage costs that you post to your income statement, you post to this account.</p> <p>**Not used by ProjectPro**</p>
Job Costs Applied Account	<p>Specifies the balancing account to WIP Cost Account. The account is normally a contra (or Credit) for a negative expense account. After you calculate recognition, the program moves entries from WIP Cost Account into this account.</p> <p>**Not used by ProjectPro**</p>
Item Costs Applied Account	<p>Specifies the balancing account for the WIP Costs account for items used in jobs. The account is normally an expense (credit) account.</p> <p>**Not used by ProjectPro**</p>
Resource Costs Applied Account	<p>Specifies the balancing account for the WIP Costs account for resources used in jobs. The account is normally an expense (credit) account.</p> <p>**Not used by ProjectPro**</p>

ProjectPro Basic – Job Posting Groups

G/L Costs Applied Account	<p>Specifies the balancing account for the WIP Costs account.</p> <p>**Not used by ProjectPro**</p>
Job Costs Adjustment Account	<p>Specifies the balancing account to WIP Accrued Costs account if the work in process (WIP) method for the job is Cost Value or Cost of Sales. The account is normally an expense account.</p> <p>**Not used by ProjectPro**</p>
G/L Expense Acc. (Contract)	<p>Specifies the sales account to be used for G/L expenses in job tasks with this posting group. This is usually an income statement direct expense account. For example, you can use this account to write up expenses on a Job. If left empty, the G/L account entered on the planning line will be used.</p> <p>**Not used by ProjectPro**</p>
WIP Accrued Sales Account	<p>Specifies an account that will be posted to when the revenue that can be recognized for the job is greater than the current invoiced value for the job if the work in process (WIP) method for the job is Sales Value.</p> <p>If the WIP method for the job is Percentage of Completion, this field contains the account that will be used for posting the recognizable sales value of the total usage currently completed on the job.</p> <p>The account is normally a Balance Sheet accrued income asset account.</p> <p>When you record the Job sales, the program credits the resource or item account and debits the accounts receivable account.</p> <p>**Not used by ProjectPro**</p>
WIP Invoiced Sales Account	<p>Specifies the account for the invoiced value, for the job for job tasks, with this posting group. The account is normally a Balance sheet liability account.</p> <p>**Not used by ProjectPro**</p>
Job Sales Applied Account	<p>Select the G/L account that represents the unearned revenue account. This is usually a balance sheet account (liability). When you run the WIP Process through the Periodic Activities Menu, the WIP Sales Account will be Credited, and the Job Sales Adjustment Account will be Debited.</p> <p>**Not used by ProjectPro**</p>
Job Sales Adjustment Account	<p>Specifies the balancing account to the WIP Accrued Sales account if the work in process (WIP) Method for the job is the Sales Value. The account is normally an income account.</p>

ProjectPro Basic – Job Posting Groups

	Not used by ProjectPro
Recognized Costs Account	<p>Specifies the account for recognized costs for the job. The account is normally an expense account.</p> <p>**Not used by ProjectPro**</p>
Recognized Sales Account	<p>Specifies the account for recognized sales (or revenue) for the job. The account is normally an income account.</p> <p>This account is typically used during the Progress Billing and Revenue Recognition process.</p> <ul style="list-style-type: none"> • During Progress Billing, this account is used for the revenue posting, when the “Use Job Planning Lines” (Jobs Setup) is not used on the job card. • During Revenue Recognition, this account is used to adjust Over and Under Billings.
G/L Labor Expense	<p>Specify the G/L Account to be used for “Advanced Payroll Import” on General Journal.</p> <p><u>Note:</u> Further technical setup may be required for 3rd party payroll services.</p>
Allocated Job Burden	<p>Specifies the Allocated Job Burden G/L Account – Debit. This account is used when using “Advanced Job Burden Allocation to G/L” batch.</p>
Job Burden Off-Set	<p>Specifies the Job Burden Off-Set G/L Account – Credit. This account is used when using “Advanced Job Burden Allocation to G/L” batch.</p>
Over Billing Account	<p>Specifies the Allocated Rev. Rec. G/L Account for over billings – Credit. This account is used when using “Revenue Recognition” process.</p>
Under Billing Account	<p>Specifies the Allocated Rev. Rec. G/L Account for under billings – Debit. This account is used when using “Revenue Recognition” process.</p>