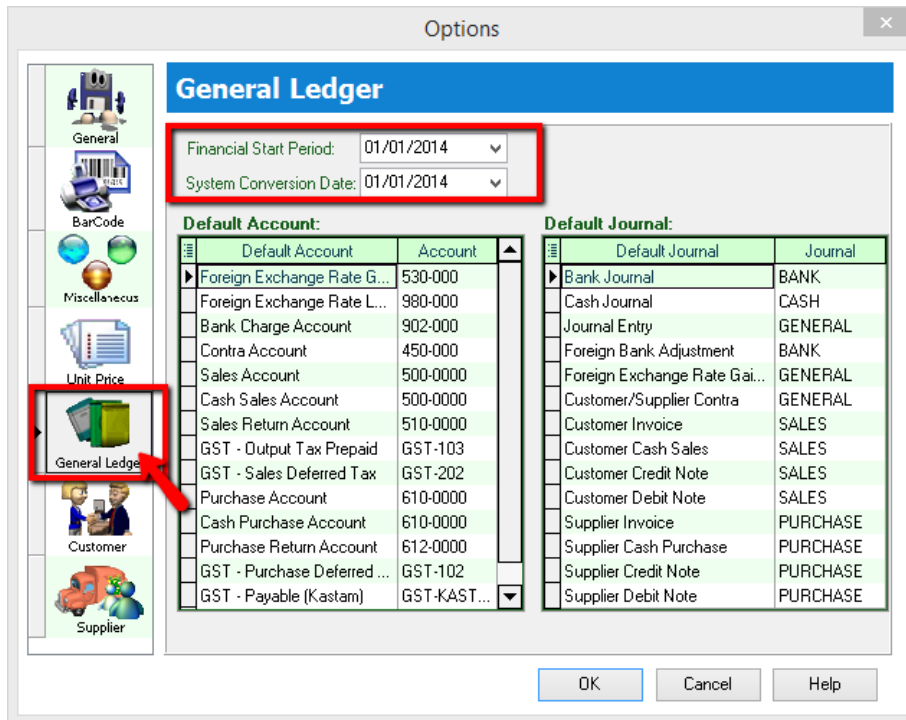


**This guideline is to guide how to setting if your first year account is more than 12 month , below example given is first year account in 18 months.**

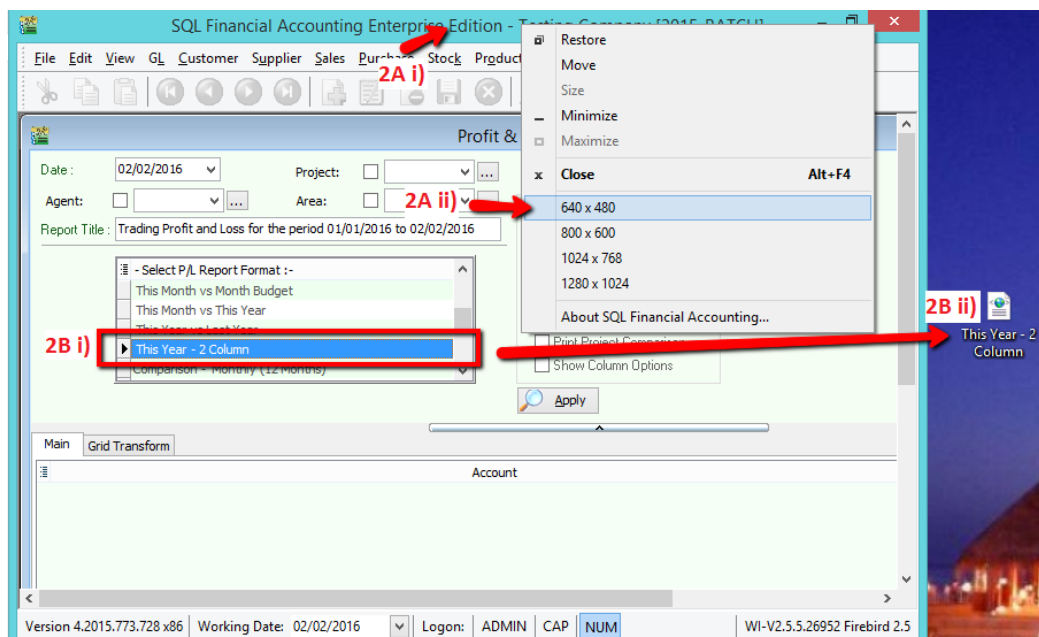
First financial period will in 18 month which is from 1<sup>st</sup> July 2014 to 31<sup>st</sup> December 2015.

You are advise to set your financial start period and system conversion date as below.

- 1) Go Tools > Option > General Ledger > setting your financial start period and system conversion date as 1/1/2014, so in the following year, you do not need to run year end to set again your financial start period & System conversion date.

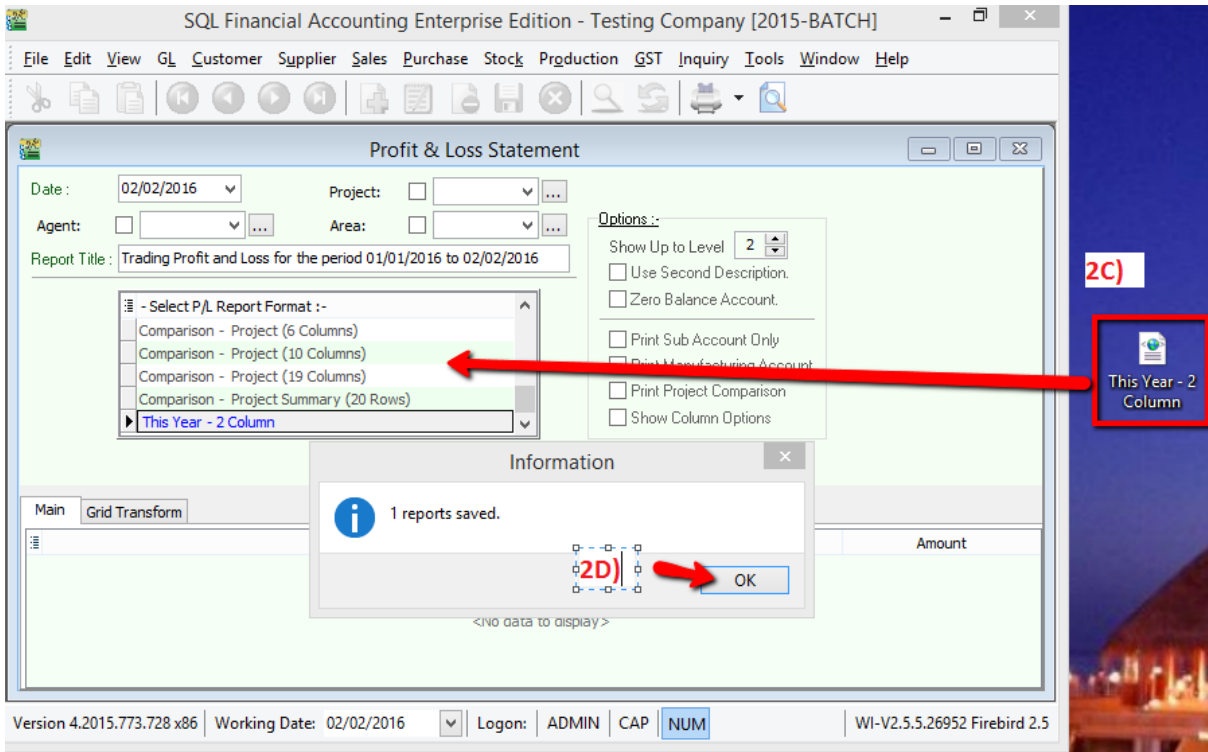


- 2) You can follow below step to setting your profit & loss statement print in 18 months which is from 1<sup>st</sup> July 2014 to 31<sup>st</sup> December 2015.

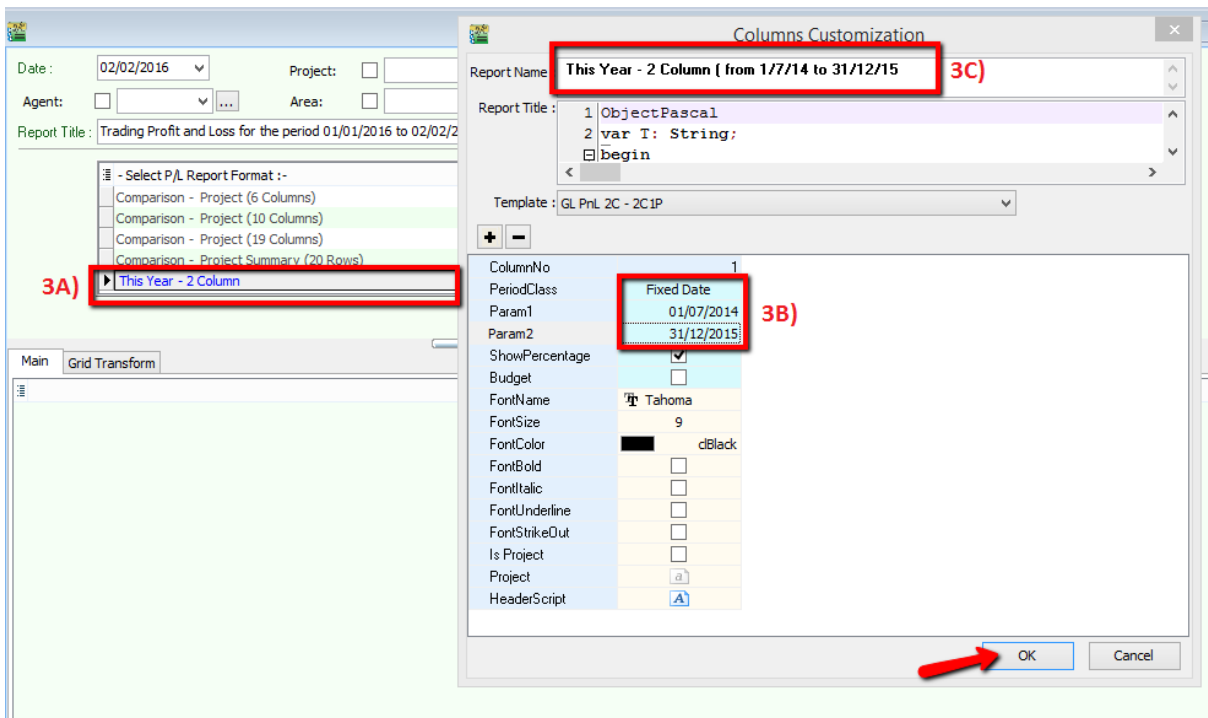


2A i & 2A ii) right click as pointed , select 640 x 480 to smaller your SQL Screen

2B i & 2B ii) highlight report name "this year-2column" click and drag it to desktop



- 2C) From desktop click the report “This Year-2Column” drag it back to SQL report section.  
 2D) Click ok



- 3A) Double click on the new report name “ This year 2 column” in blue color .  
 3B) Change Period Class to Fixed Date  
     Param 1 = Date from eg 1/7/2014  
     Param 2 = Date to eg 31/12/2015  
 3C) You can insert a report name for you easy to differentiate .