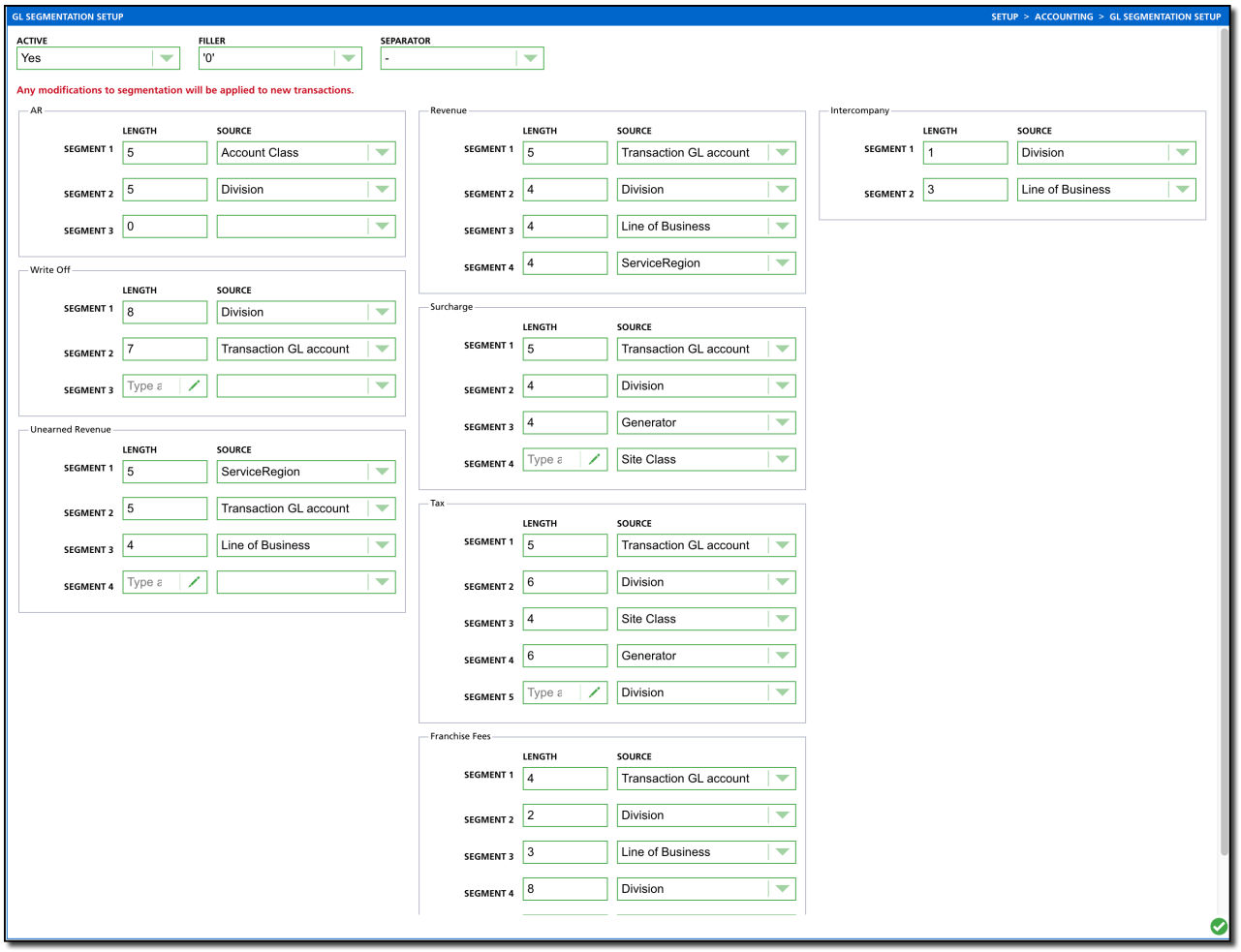
GL Segmentation Setup

Last Modified on 10/09/2026 1:16 pm PDT

Pathway: *Setup > Accounting > GL Segmentation*

The GL Segmentation screen is used to organize financial transactions into segments based on a business's structure and reporting needs. Segments can be based on Division, Line of Business, Service Region, Account Class, etc and are visible in Accounting > GL Transaction Processing.



Field Descriptions

Field	Description
Active	Controls the availability of GL Segmentation. This status applies to all GL segmentation setups displayed on the screen.
Filler	A filler will automatically be inserted for GL segments if the values from the source do not meet the required segment length. • '0': inserts a '0' for each missing value. • ' ' : indicates a space and inserts an empty character very each missing value.
Separator	Configures the display of GL segments, allowing them to be separated by either a comma or a dash.
GL Segmentation	

Segments	GL Segments can be set up for the following areas to track their specific revenue streams: • AR • Write Off • Unearned Revenue • Revenue • Surcharge • Tax • Franchise Fees • Intercompany

GL Segmentation Setup

GL Segmentation organizes financial transactions into distinct segments. This allows for detailed insight into how revenue is generated, tracked, and allocated. GL Segmentation is configured across the following core financial areas.

- Accounts Receivable (AR)
- Write Off
- Unearned Revenue
- Revenue
- Surcharge
- Tax
- Franchise Fees
- Intercompany

Each financial area has a predefined number of segments. There are a few validation **Rules** when setting up GL Segmentation and for every segment defined within an area, its **Source** and **Length** must be provided.

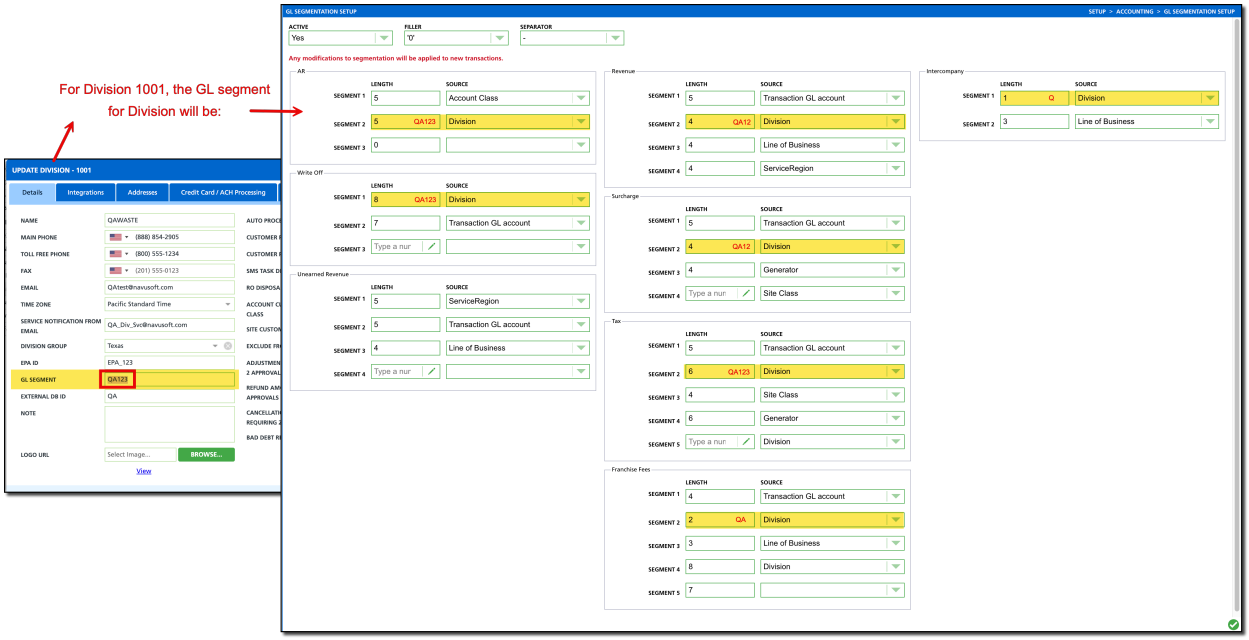
Rules

When defining GL segmentation, there are a few rules that the system will validate.

- First segment of each section needs to have length > 0 (except for Write Off).
- All sections require at least one segment with a source of Transaction GL Account, except for AR and Intercompany sections.
- Intercompany section requires that one segment be configured with Division as the source.

Length

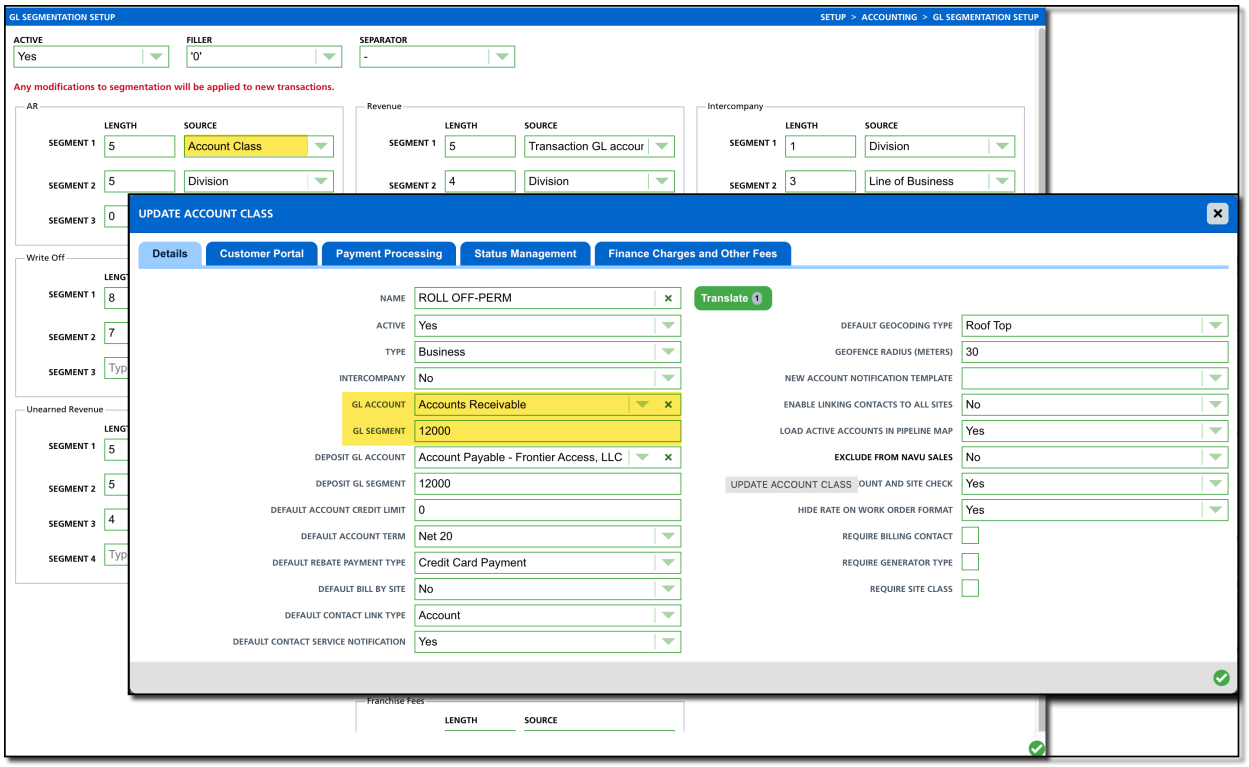
The **Length** field defines how many characters from the setup location's (source) GL Segment field are displayed in reports. For each Source, the associated Setup screens, such as Division Setup, include a GL Segment field to capture the unique GL segment specific to each setup. For example:



Source

The **Source** field specifies where the segment is being pulled from (e.g., Division, Account Class, Line of Business (LOB), etc.). Selecting the drop down will display a list of available sources. If a source is selected, then there is a configuration that needs to be set for that source.

In the example illustrated below, **AR Segment 3** will pull from the **Account Class.** As shown, the Account Class setup includes the GL required configurations.



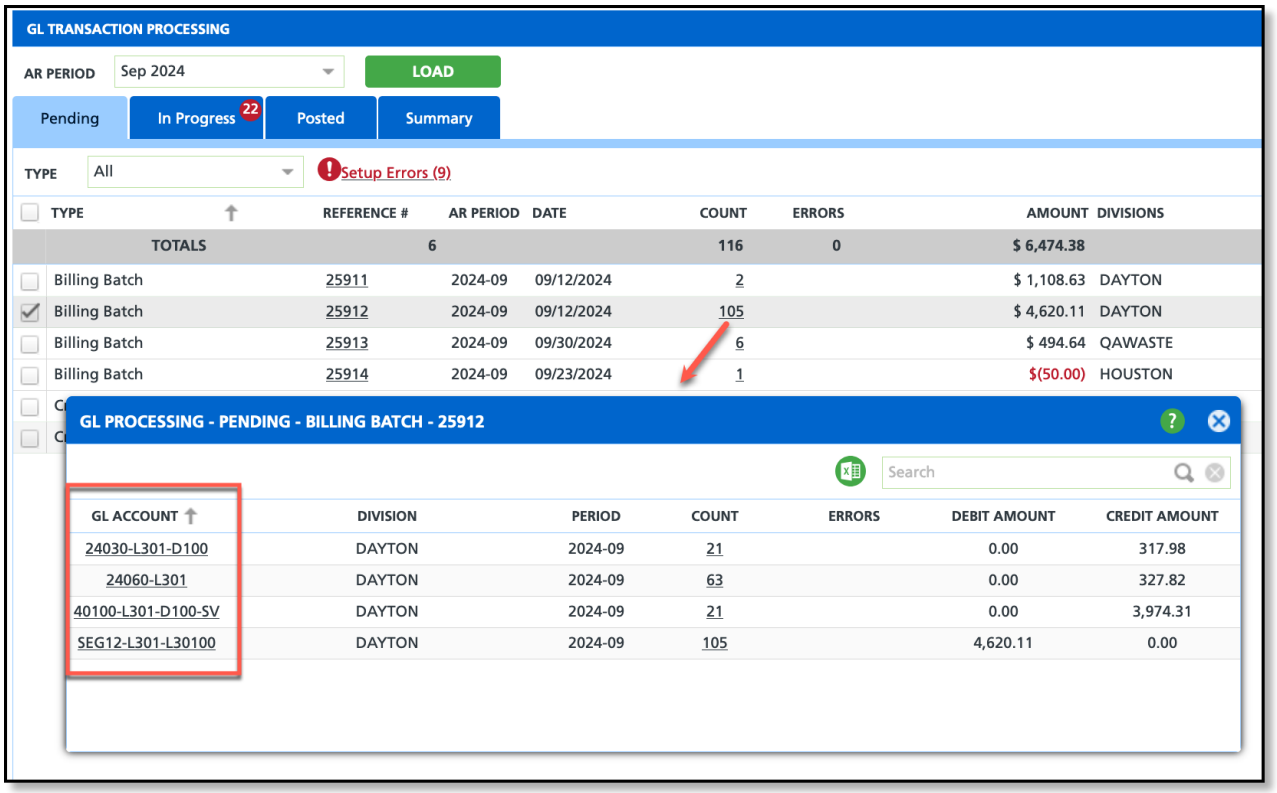
Note: If a source is selected, make sure it is configured with a GL Segment defined. See the chart below to help navigate to these areas.

Source	Setup Pathway	For more information

Account Class	Setup > Account > Account Class > Details tab	Account Class Setup
Division	Setup > System > Division > Details tab	Division Setup
Generator	Setup > Account > Generator	Generator Type Setup
Line of Business	Setup > Services > Line of Business > Settings tab	Line of Business Setup
Material	Setup > Operations > Material Type	Material Type Setup
Service Region	Setup > Services > Service Region	Service Region Setup
Site Class	Setup > Account > Site Class	Site Class Setup

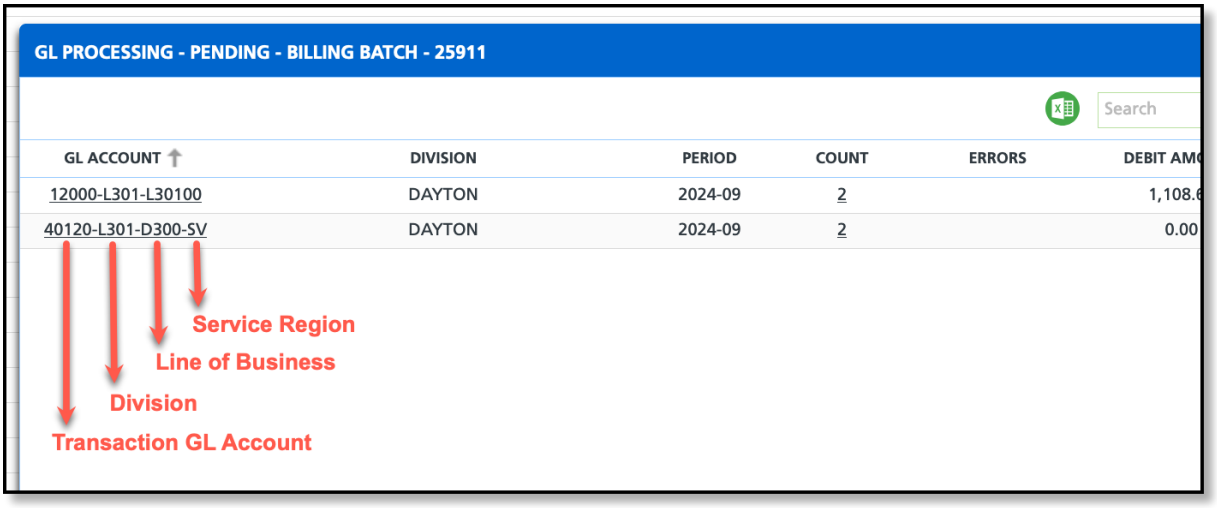
Review GL Segments

GL Segments are displayed within GL Transaction Processing after billing and can be reviewed by clicking either the Count link or the Reference # link.



Break Down of GL Account

The image below illustrates how GL segments can be configured and how they appear in GL Transaction Processing and other areas where GL segments are displayed. In this example, the dash separator was also used to create a separation between each segment.



Permissions

The following permissions are required to edit GL segments:

Permission ID	Permission Name
22	Setup / Accounting

Related Articles

GL Transaction Processing