

GL Segmentation Setup

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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*.

The screenshot shows the 'GL SEGMENTATION SETUP' interface. At the top, there are fields for 'ACTIVE' (set to 'Active'), 'FILLER' (set to '0'), and 'SEPARATOR' (set to '-'). A red note states: 'Any modifications to segmentation will be applied to new transactions.'

The screen is divided into several sections, each with a table of segments:

- AR:** SEGMENT 1 (Length: 15, Source: Account Class), SEGMENT 2 (Length: 14, Source: Division), SEGMENT 3 (Length: empty, Source: None).
- Revenue:** SEGMENT 1 (Length: 5, Source: Transaction GL account), SEGMENT 2 (Length: 4, Source: Division), SEGMENT 3 (Length: 4, Source: Line of Business), SEGMENT 4 (Length: 3, Source: ServiceRegion).
- Write Off:** SEGMENT 1 (Length: 5, Source: Division), SEGMENT 2 (Length: 7, Source: Transaction GL account), SEGMENT 3 (Length: 4, Source: Account Class).
- Unearned Revenue:** SEGMENT 1 (Length: 5, Source: ServiceRegion), SEGMENT 2 (Length: 5, Source: Transaction GL account), SEGMENT 3 (Length: 4, Source: Line of Business), SEGMENT 4 (Length: 8, Source: Division).
- Surcharge:** SEGMENT 1 (Length: 5, Source: Transaction GL account), SEGMENT 2 (Length: 4, Source: Division), SEGMENT 3 (Length: 4, Source: Line of Business), SEGMENT 4 (Length: empty, Source: empty).
- Tax:** SEGMENT 1 (Length: 5, Source: Transaction GL account), SEGMENT 2 (Length: 6, Source: Division), SEGMENT 3 (Length: 4, Source: Site Class), SEGMENT 4 (Length: empty, Source: empty), SEGMENT 5 (Length: empty, Source: empty).
- Franchise Fees:** SEGMENT 1 (Length: 4, Source: Transaction GL account), SEGMENT 2 (Length: 2, Source: Division), SEGMENT 3 (Length: 3, Source: Line of Business), SEGMENT 4 (Length: empty, Source: empty), SEGMENT 5 (Length: empty, Source: empty).

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. <ul style="list-style-type: none"> '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	<p>GL Segments can be set up for the following areas to track their specific revenue streams:</p> <ul style="list-style-type: none"> • AR • Write Off • Unearned Revenue • Revenue • Surcharge • Tax • Franchise Fees

GL Segmentation Setup

There are five revenue areas where GL Segmentation can be established to organize financial transactions into segments, allowing for detailed insight into where revenue is generated and allocated. These areas are:

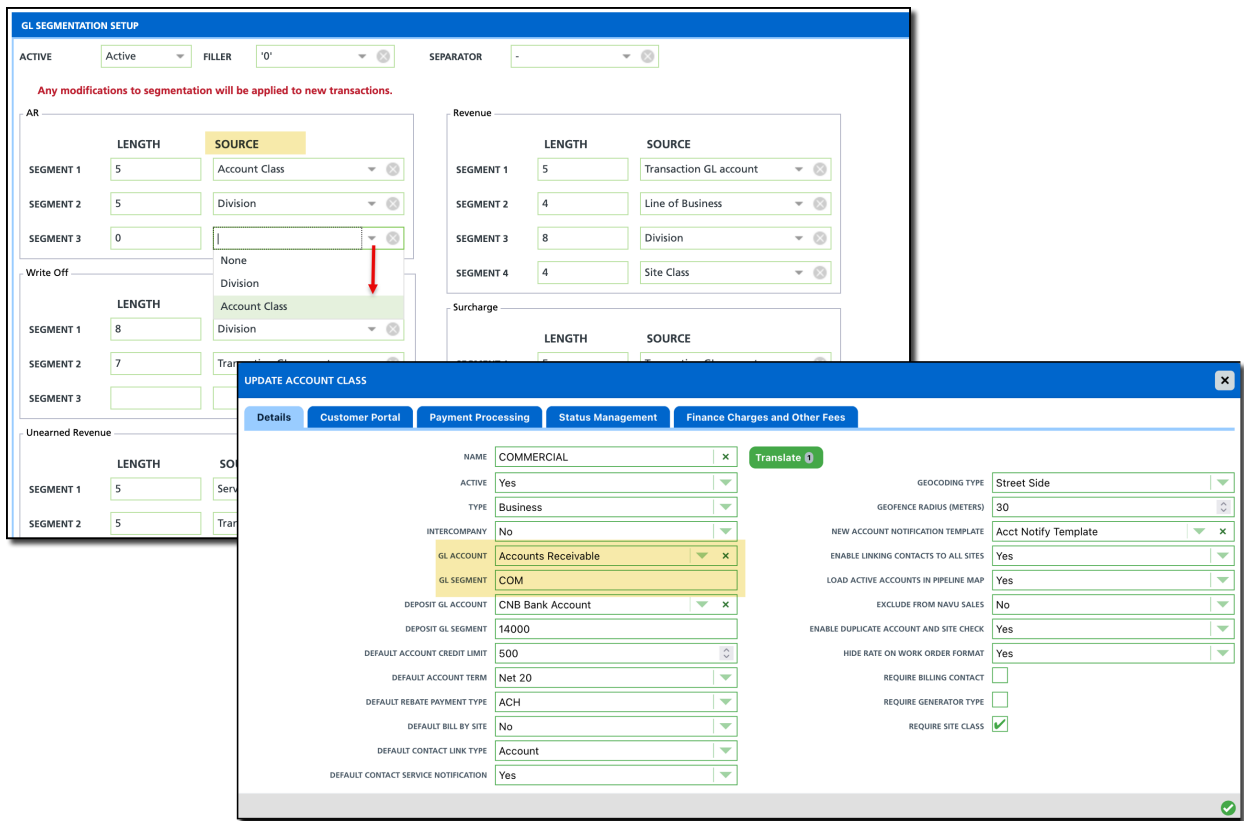
- Accounts Receivable (AR)
- Write-Off
- Unearned Revenue
- Revenue
- Surcharge
- Tax

Length

Setup screens, such as [Account Class Setup](#) and [Division Setup](#), include a GL Segment field to capture the unique GL segment specific to each setup. The **Length** field on the GL Segmentation Setup screen defines how many characters from the setup location's (source) GL Segment field are displayed in reports.

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. More information about the GL Transaction Processing screen can be found here: [GL Transaction Processing](#).

GL TRANSACTION PROCESSING

AR PERIOD: Sep 2024 LOAD

Pending | In Progress ²² | Posted | Summary

TYPE: All ! Setup Errors (9)

TYPE	REFERENCE #	AR PERIOD	DATE	COUNT	ERRORS	AMOUNT	DIVISIONS
TOTALS	6			116	0	\$ 6,474.38	
<input type="checkbox"/> Billing Batch	25911	2024-09	09/12/2024	2		\$ 1,108.63	DAYTON
<input checked="" type="checkbox"/> Billing Batch	25912	2024-09	09/12/2024	105		\$ 4,620.11	DAYTON
<input type="checkbox"/> Billing Batch	25913	2024-09	09/30/2024	6		\$ 494.64	QAWASTE
<input type="checkbox"/> Billing Batch	25914	2024-09	09/23/2024	1		\$(50.00)	HOUSTON

GL PROCESSING - PENDING - BILLING BATCH - 25912

GL ACCOUNT ↑	DIVISION	PERIOD	COUNT	ERRORS	DEBIT AMOUNT	CREDIT AMOUNT
24030-L301-D100	DAYTON	2024-09	21		0.00	317.98
24060-L301	DAYTON	2024-09	63		0.00	327.82
40100-L301-D100-SV	DAYTON	2024-09	21		0.00	3,974.31
SEG12-L301-L30100	DAYTON	2024-09	105		4,620.11	0.00

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.

GL PROCESSING - PENDING - BILLING BATCH - 25911

GL ACCOUNT ↑	DIVISION	PERIOD	COUNT	ERRORS	DEBIT AMOUNT	CREDIT AMOUNT
12000-L301-L30100	DAYTON	2024-09	2		1,108.63	
40120-L301-D300-SV	DAYTON	2024-09	2		0.00	

↓ **Service Region**
↓ **Line of Business**
↓ **Division**
↓ **Transaction GL Account**

Permissions

The following permissions are required to edit GL segments:

Permission ID	Permission Name
22	Setup / Accounting

Related Articles

