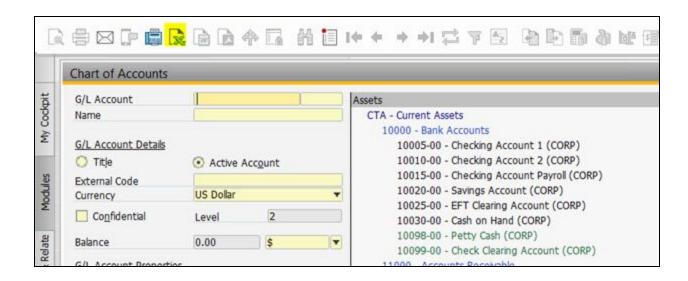


It depends on what you're looking for or how you plan to use it. Are you looking for just a list of GL accounts? Is it to be used just internally (exported to excel) or is it to be shown to others (Crystal Report)?

The two easiest ways to pull this would be:

Excel Export:

- 1. Go to Financials > Edit Chart of Accounts.
- 2. "Select All" accounts.
- 3. When the results display, click the Excel export button (highlighted below) to export all accounts to excel:



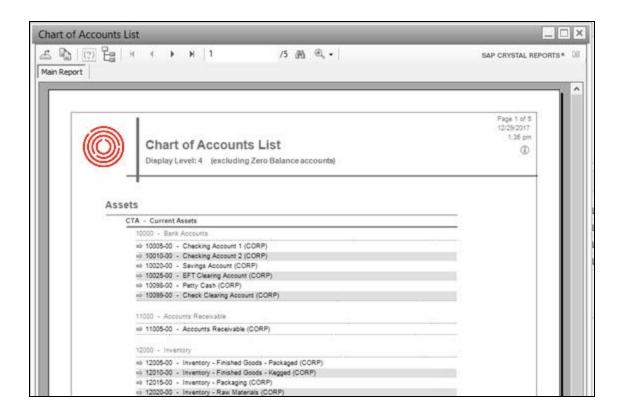
Note: this will export accounts only, not balances.

Crystal Report:



- 1. Go to Financials > Financial Reports > Orchestrated Reports > Chart of Accounts List
- 2. Fill in the parameters and run the report (report below hides \$0 accounts and displays up to level 4):

Note: this can also be exported to Excel using the "Export Report" option in the upper left corner of the report screen.



Also, there are reports under Financials > Financial Reports > Financial that allows you to pull up a Balance Sheet, Trial Balance and Profit and Loss Statement.