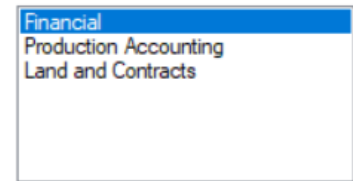


Energy Corridor’s Production Accounting Quick Start Guide

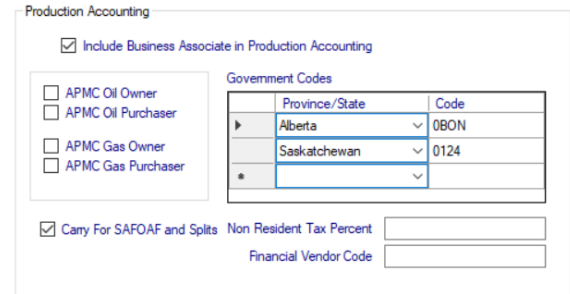
Accessing EC PA

If you are both a Financial and Production Accounting user, you can switch between the module in the Main Navigator. If the main navigator is hidden, in the main toolbar, select “Window->Show Main Navigator”. On the bottom of the main navigator, you will see the list of available modules, double click on “Production Accounting” and that will switch to PA.



Setting Business Associates to be available for PA

The list of Business Associates that are required for Financial tends to be a lot larger than what is required for PA. To help reduce the selection list, in the Production Accounting section of the Business associate master, you must select to Include Business Associate in Production Accounting, along with other PA related settings.



Production Accounting

Include Business Associate in Production Accounting

APMC Oil Owner
 APMC Oil Purchaser
 APMC Gas Owner
 APMC Gas Purchaser

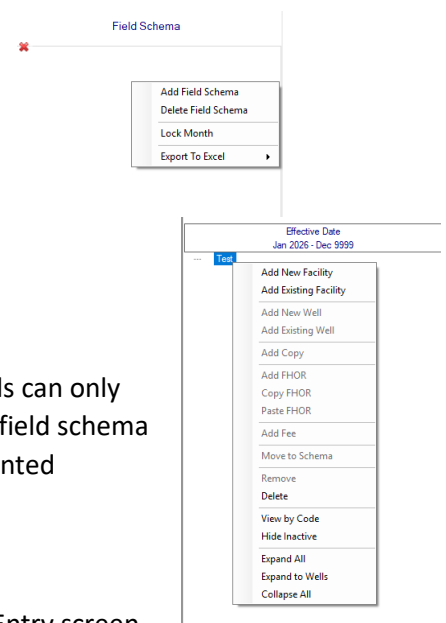
Government Codes

Province/State	Code
Alberta	0BON
Saskatchewan	0124

Carry For SAFOAF and Splits
 Non Resident Tax Percent:
 Financial Vendor Code:

Creating a Field Schema

A field schema in PA represents an area or financial cost centre hierarchy. Financial vouchers are created based on the field schema. When you first open up PA, the Data Entry screen will appear. To add a field schema, right-click on the field schema tree and click on ‘Add Field Schema,’ the field schema master will appear. Upon entering and saving, the field schema will be added and you will be able to add facilities and wells.



Adding Entities to Field Schema

Once a field schema has been created you can add facilities and wells. Wells can only be added to facilities that are batteries. To add a facility or well, select the field schema or facility on the tree and right-click. A list of available actions will be presented depending on where you are on the field schema tree.

Navigating Production Accounting Data Entry Screen

Most of what you need to do your monthly inputs can be done within the Entry screen. You can move between the master, volume inputs, volume reports, entering revenue data and finally view your financial voucher on the Rev/Royalty Reports.

Calculating Your Inputs

On both the volume and revenue inputs, once you’ve entered and saved your data, you MUST click the calculated button to reprocess the data to refresh the reports and use of data for sequential process.



Setting Up Purchaser Contract

In order for PA to know who the purchaser is for each owner or partner and if they TIK, the purchaser contract needs to be updated. The Purchaser Contracts can be found under Master Setup.