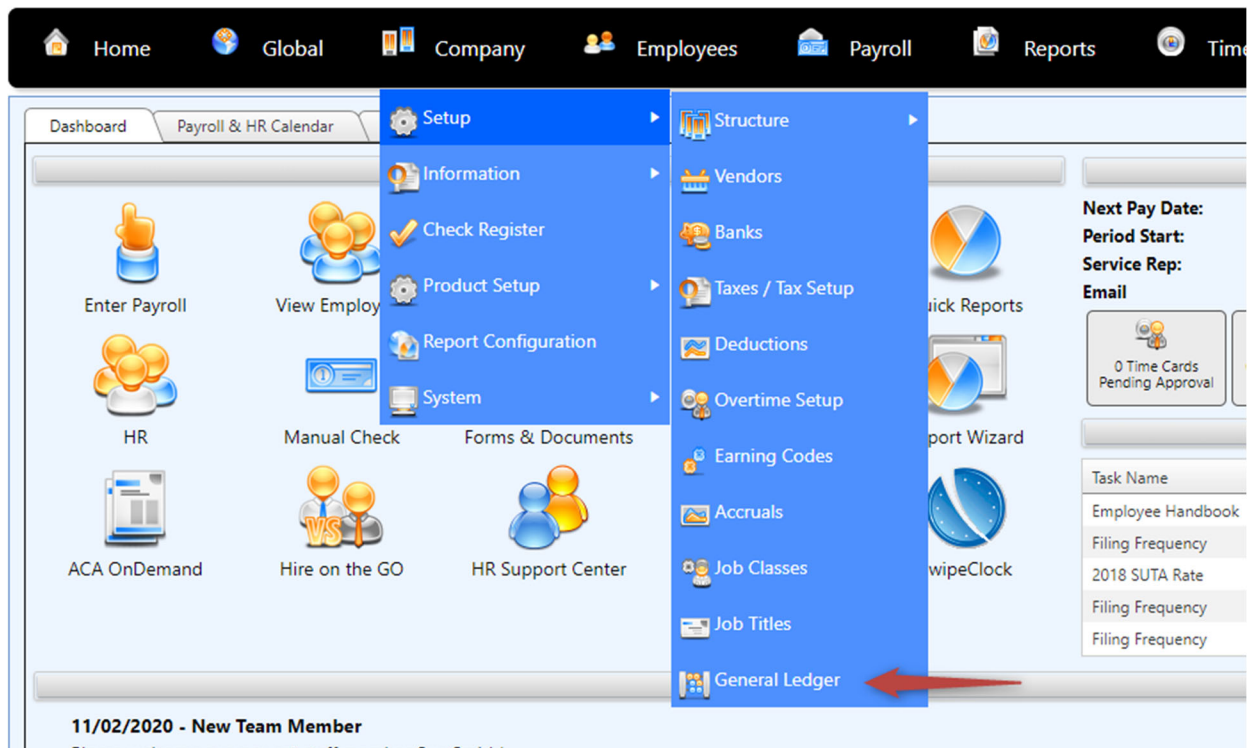


Getting Started

Any and all things regarding the General Ledger in Apex/Employer on the Go are found in the General Ledger Set up Screen. This can be found by Navigating the following path from the Employer on the Go home screen.

Company → Setup → General Ledger

Employer on the GO




From Here, you will be greeted with the following screen that displays all the accounts currently set up in Employer on the GO as well as the various integration options that are available to you, including Xero.

General Ledger Details

Drag columns here to group

Account Number	Sub Account	Account Name	Credit or Debit
1000	1000	Invoice	Credit
1100	1100	Cash Net Pay	Credit
3000	3000	401K Payable	Credit
3001	3001	Child Supp Payable	Credit
3100	3100	Payroll Taxes (941)	Credit
3100	3100	Payroll Taxes (941)	Credit
3100	3100	Payroll Taxes (941)	Credit
3200	3200	FUTA	Credit
3300	3300	CA SUTA	Credit
3301	3301	FL SUTA	Credit
3302	3302	GA SUTA	Credit
3303	3303	NC SUTA	Credit
3304	3304	NY SUTA	Credit
3305	3305	PA SUTA	Credit
3400	3400	CA State	Credit
3401	3401	GA State	Credit
3402	3402	NC State	Credit

Page size: 50 32 items in 1 pages

 [Xero Online Setup](#) [QuickBooks Online Setup](#) [Create Defaults](#) [Edit](#) [Add](#) [Delete](#)

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