

Cardinal Account ChartField

The Account ChartField incorporates a lot of important information into a single field. For example, it specifies whether the account is a balance sheet account or operating account (account class). It also classifies the particular general ledger account (GLA), and categorizes the particular type of expenditure or revenue.

You may be asking “How can one field cover so much and how hard will it be to learn the new Account codes?” The summary table below may help answer these questions.

Cardinal Account ChartField Structure	Cardinal Account Class	CARS GLA Range	Cardinal to CARS Crosswalk Examples			
			Cardinal Account	Cardinal Account Description	CARS GLA	CARS Revenue Source or Object Code
1XXXXXX	ASSET	100-499	101010	Cash With The Treasurer Of VA	101	N/A
2XXXXXX	LIABILITY	500-799	220556	Payrl Susp-Deferred Comp	556	N/A
3XXXXXX	EQUITY	800	308000	Fund Balance	800	N/A
4XXXXXX, 5XXXXXX, 6XXXXXX	OPERATING	801-999	4009060	Miscellaneous Revenues	961	09060
			5011230	Salaries, Classified	901	1123
			609840	Cash Transfer In - GF/Non-GF	984	N/A

The DOA’s Chart of Accounts (COA) Mapping as of October 1, 2012 is located in the **Part Two – DOA Toolbox** under **Job Aids** on the [Cardinal Website](#).

Upcoming Activities

Business Process Workshops (BPWs)

Starting in February, 2014, Wave 1 Change Agents will participate in **Business Process Workshops** for Accounts Payable, Accounts Receivable and General Ledger. During these sessions, each core Cardinal business process will be covered. Key differences between CARS and Cardinal processes will be highlighted and discussed. These sessions are a launching point for each agency to assess how their internal organization’s processes and procedures will be affected.

In addition, Wave 1 Change Agents will attend the **Conversion Kick-Off** meeting to prepare for the upcoming agency data conversion efforts. Representatives from Wave 1 interface pilot agencies will also participate in the **Monthly Interface Meetings**.

Cardinal Tweet

Are you a Cardinal Trainer? Could you be one?

Cardinal still needs some Wave 1 agency employees to help train Wave 1 agency users.

What’s required?

- Time - 2½ Train-the-Trainer days and 8 class days between now and go-live.
- Ability to Learn – We will train you to teach a specific Cardinal course.
- Skills – Knowledge of your current system, patience, and the ability to share both with future Cardinal users.

What’s the payoff?

- You’ll develop skill in using Cardinal.
- You’ll learn how to be an effective trainer.
- You’ll be the most sought after person at your agency once Cardinal goes live!

If you are interested, please contact your Agency Training Contact. (See Change Network Tab on the [Cardinal website](#).)