

Running Transaction Summary Reports

Updated Jul 20, 2021

As of July 12, 2021, this "Learn Veracross" site has been deprecated. It will remain live at least through October 1, 2021, but will no longer be updated. All knowledge content has moved to the new [Veracross Community](#). Please update your bookmarks.

[Here is the new version of this article in the Veracross Community.](#)

Navigate to the **Property Control** homepage and click **Unposted Depreciation (by Date)**. Review the results and confirm the correct number of unposted transactions in the desired Accounting Period. Click on number in the "Record Count" field for the desired Accounting Period and verify depreciation amounts and GL accounts.

Depreciation Date	Fiscal Year	Accounting Period	Asset Value	Nominal Depreciation	Depreciation Amount	Record Count
04/30/17	FY 17	09 - April	\$0.00	\$0.00	\$600.00	1
SUM			\$0.00	\$0.00	\$600.00	1

Edit data if necessary to modify amounts and/or GL accounts. Delete erroneous transactions. After making any edits, re-run the same report to verify the changes. After the data has been verified, the transactions are ready to be posted.