








The year is now closed. All transactions in the closed year are displayed with a  tag and are now not available to be edited although they can be viewed and reported upon as normal.

### Reversing a Year Close

If you have the appropriate access authority it is possible to reverse the **last** closed year end by locating the batch run and deleting it.

#### ENTITY NAME → BATCH JOBS → RUN BATCH HISTORY

Batch Run Type	As At Date	Run At	Run By	Status	
Year End Rollover	01/01/2006	12:05:47 on 22/02/2006	BATCH	OK	
Depreciation	30/11/2005	12:05:47 on 22/02/2006	BATCH_TRIAL_CREATE	OK	
Depreciation	31/12/2005	12:05:47 on 22/02/2006	BATCH_TRIAL_CREATE	OK	
Depreciation	31/01/2006	12:05:47 on 22/02/2006	BATCH_TRIAL_CREATE	OK	
Year End Close	31/12/2005	12:20:56 on 22/02/2006	paul	OK	

- ◆ Click the  button adjacent to the year end close batch run.
- ◆ The system will be restored to as it was immediately before the closure run