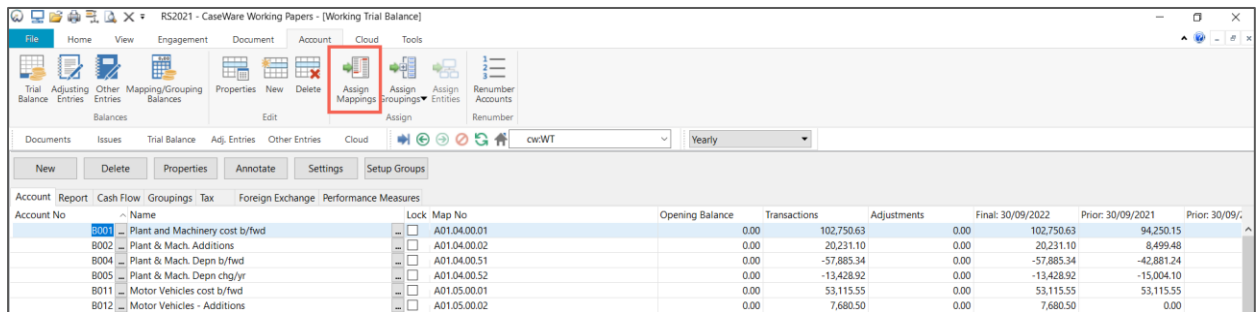


# Introduction to Mapping Q&A Document

*Thursday, 13 October 2022*

## 1. How do I access the Assign Mappings screen?

The assign mapping screen can be accessed from the Account tab on the Caseware Working Papers toolbar.



Visiting the link below for more information on this window:

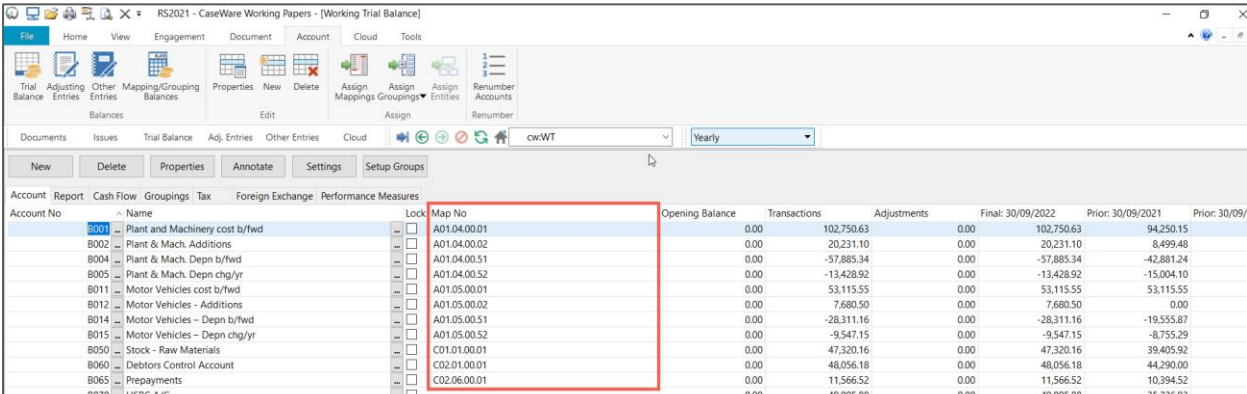
[How to use the Assign Mappings function](#)

## 2. I have nominal codes which I need to remap when compared to the prior year accounts. Will remapping to codes affect the current and prior year?

Yes. When you remap a nominal account, this will affect both the current and the prior year. In order to move a balance, a new nominal account will need to be created, along with an adjusting journal to move the balance from one nominal account to the other.

## 3. How can I view where a nominal code has been mapped to?

The Map Number column within the Working Trial Balance will display where nominal accounts have been mapped to. This column will be included by default on the template.



The screenshot shows the Caseware Working Papers interface with the 'Map No' column highlighted in the Working Trial Balance table. The table lists various nominal accounts and their corresponding map numbers.

Account No	Name	Lock	Map No	Opening Balance	Transactions	Adjustments	Final: 30/09/2022	Prior: 30/09/2021	Prior: 30/09/2020
B001	Plant and Machinery cost b/fwd		A01.04.00.01	0.00	102,750.63	0.00	102,750.63	94,250.15	
B002	Plant & Mach. Additions		A01.04.00.02	0.00	20,231.10	0.00	20,231.10	8,499.48	
B004	Plant & Mach. Depn b/fwd		A01.04.00.51	0.00	-57,885.34	0.00	-57,885.34	-42,881.24	
B005	Plant & Mach. Depn chg/yr		A01.04.00.52	0.00	-13,428.92	0.00	-13,428.92	-15,004.10	
B011	Motor Vehicles cost b/fwd		A01.05.00.01	0.00	53,115.55	0.00	53,115.55	53,115.55	
B012	Motor Vehicles - Additions		A01.05.00.02	0.00	7,680.50	0.00	7,680.50	0.00	
B014	Motor Vehicles - Depn b/fwd		A01.05.00.51	0.00	-28,311.16	0.00	-28,311.16	-19,555.87	
B015	Motor Vehicles - Depn chg/yr		A01.05.00.52	0.00	-9,547.15	0.00	-9,547.15	-8,755.29	
B050	Stock - Raw Materials		C01.01.00.01	0.00	47,320.16	0.00	47,320.16	39,405.92	
B060	Debtors Control Account		C02.01.00.01	0.00	48,056.18	0.00	48,056.18	44,290.00	
B065	Prepayments		C02.06.00.01	0.00	11,566.52	0.00	11,566.52	10,394.52	
B070	H5BC A/C			0.00	49,005.88	0.00	49,005.88	35,226.93	