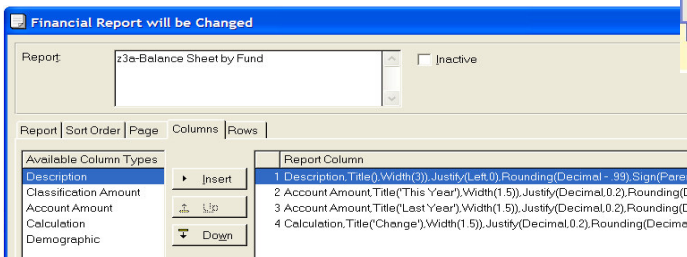# AccuFund

Financial Report Writer

WHAT IT DOES FOR YOU

The **AccuFund Financial Report Writer** (FRW) is the key to reporting financial data from the General Ledger. The FRW gives users control of their Financial Reports as all reports can be completely defined to meet specific reporting requirements of the organization.

All required financial reports for internal management and external reporting purposes can be developed in the FRW. The various audiences will require the data with different levels of detail, reporting periods and types of data. The **AccuFund Financial Report Writer** makes it easy to respond to all users reporting needs.
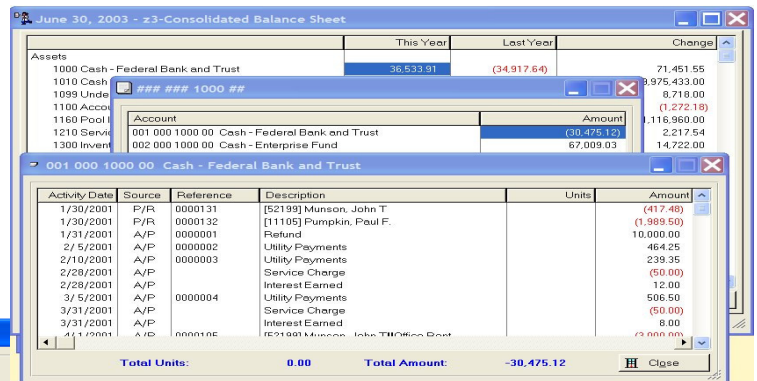
HOW IT WORKS

The FRW provides unlimited user-defined columns and rows as needed for specific reporting requirements. Selecting thenm is as easy as highlighting and inserting.

The module comes with a number of sample reports which can be used as a basis for new reports, or reports can be designed from scratch. To write a report the user defines columns including "descriptive" for row titles, "account" and "classification" to report numbers from the General Ledger, and "calculated" columns for variances, totals, differences, and percentages. In the data columns the user can select types of data such as actual, budget and encumbrance, as well as apply account masks to restrict the data in a column to specific accounts such as funds or departments, or revenues or expenses as examples.

Rows are defined to include specific account groups, title rows, sub-totals and totals. Typically the rows limit the accounts to groups such as those required in a balance sheet including assets, liabilities and net

The FRW includes "drill down" capabilities allowing report formats to be the source for direct research into the underlying accounts and transactions for the balance.

assets.

OTHER FEATURES

Non-profits and government agencies have different reporting requirements than a typical commercial entity. For this reason the AccuFund FRW includes a number of special features specific for their needs including:
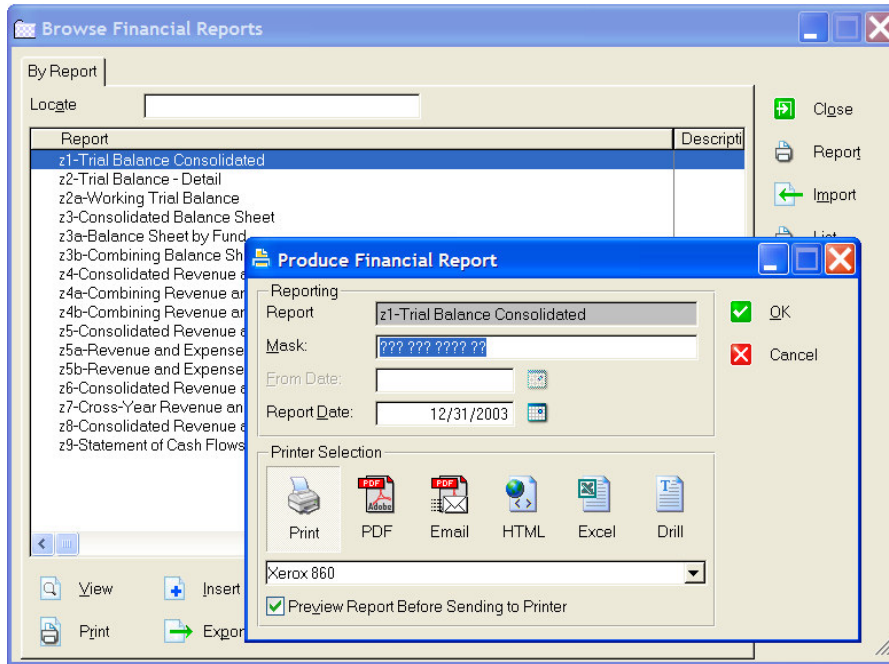
✓ AccuFund outputs financial reports four ways: to a printer, through email, saved as a PDF or HTML file, and export to Excel or CSV files.

When running a report there are six choices for output including to a printer, saving as a PDF, attaching a PDF to an email, HTML format, Excel file and as a "Drill" screen allowing users to drill down into the underlying data.

Accounting Suite or the **FASB/GASB Reporter**.

STANDARD TEMPLATES PROVIDED

Sixteen standard reports are predefined for users to customize for their individual account structure. These include:

- ✓ Trial Balance - Consolidated
- ✓ Trial Balance - Detail
- ✓ Working Trial Balance
- ✓ Consolidated Balance Sheet
- ✓ Balance Sheet by Fund
- ✓ Combining Balance Sheet
- ✓ Consolidated Revenue and Expense
- ✓ Combining Revenue and Expense - Department

- ✓ Many reports can be used as a basis for "drilling down" into the account and transaction detail.
- ✓ Account groupings called "classifications" may be utilized for row and column definitions.
- ✓ Option for inception to date and date ranges across fiscal years to meet grant and project reporting needs.
- ✓ The ability to re-order the account structure for a specific report.
- ✓ Two versions of a budget can be reported in a single report, required for GASB 34 but also valuable for fiscal versus grant reporting in non-profits.
- ✓ Besides actual and budget information, the AccuFund Accounting system includes tracking for encumbrance, requested, allocation and memo entries.
- ✓ All reports may be previewed before printing.

- ✓ Combining Revenue and Expense - Fund
- ✓ Consolidated Revenue and Expense - MTD/YTD
- ✓ Consolidated Revenue and Expense - MTD/YTD with encumbrances
- ✓ Revenue & Expense MTD/YTD by Department
- ✓ Revenue & Expense MTD/YTD by Fund
- ✓ Cross-year Revenue & Expense
- ✓ Consolidated Revenue & Expense - Year to Year Comparison
- ✓ Statement of Cash Flows

COMPONENT INTEGRATION

The **Financial Report Writer** is a part of the **General Ledger** and tightly integrated with it.

COMPONENT AVAILABILITY

The **Financial Report Writer** is available with *AccuFund*

AccuFund, Inc.
www.accufund.com

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