Slide 1

Slide notes: The Budget Controls are quite instrumental in a number of ways, and affects GL Management Reports, Budget Management Reports, Budget Capture and Revised Budgets. Therefore, we may adjust the Budget Controls at any time when required, and usually we do so a number of times per year.

Slide 2

Slide notes: The GL Management Reports use Budget numbers for comparison on the Reports, and the way that these Reports know which Budget numbers to use are determined by the Start Period that we state here, and of course the number of Budget Periods, which is usually 12.
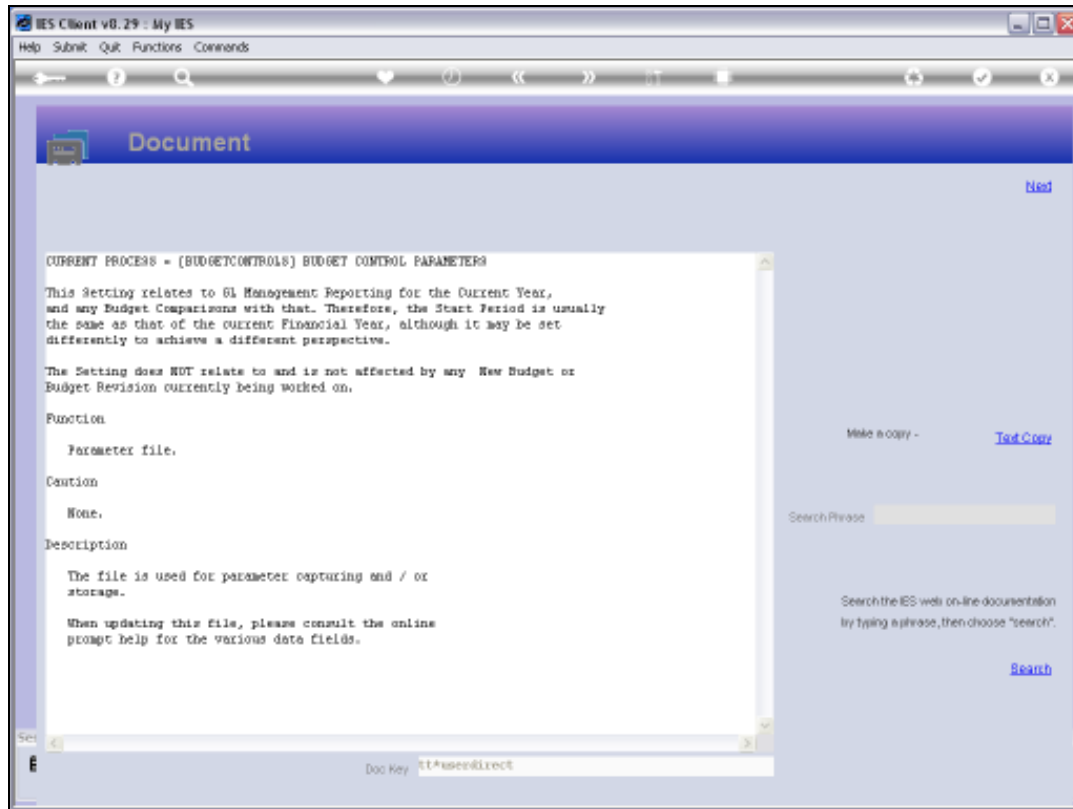
Slide 3
Slide notes:

Slide 4

Slide notes:

Slide 5

Slide notes: With all the Control options, when the meaning is not immediately apparent, we can check the Help for an explanation.

Slide 6
Slide notes:

Slide 7
Slide notes:

Slide 8

Slide notes: The Budget Capture settings affect the Budget Capture screens. Here we state which is

the 1st Period for New Budget capture, and by manipulating this setting, we can capture

Budget numbers for any Periods of our choice, whether past, present or future.

Usually, this setting is for the next Annual Budget starting point. We also state which

Period the system should consider the 1st Period for the Prior Budget, because Prior

Budget numbers are also shown on Budget screens for comparison.

Slide 9
Slide notes:

Slide 10

Slide notes: The Number of Budget Periods determine how many Budget Periods may be captured on the Budget Capture screens.

Slide 11

Slide notes: When we prepare our new Budget for the next Financial Year, it is often true that some Months still remain in the current Financial Year, and therefore there will be no Actuals yet for those Months. Therefore, for the comparison, we may choose to use the Expected or Revised Budget numbers for those Months, rather than showing zeros for those Actuals.
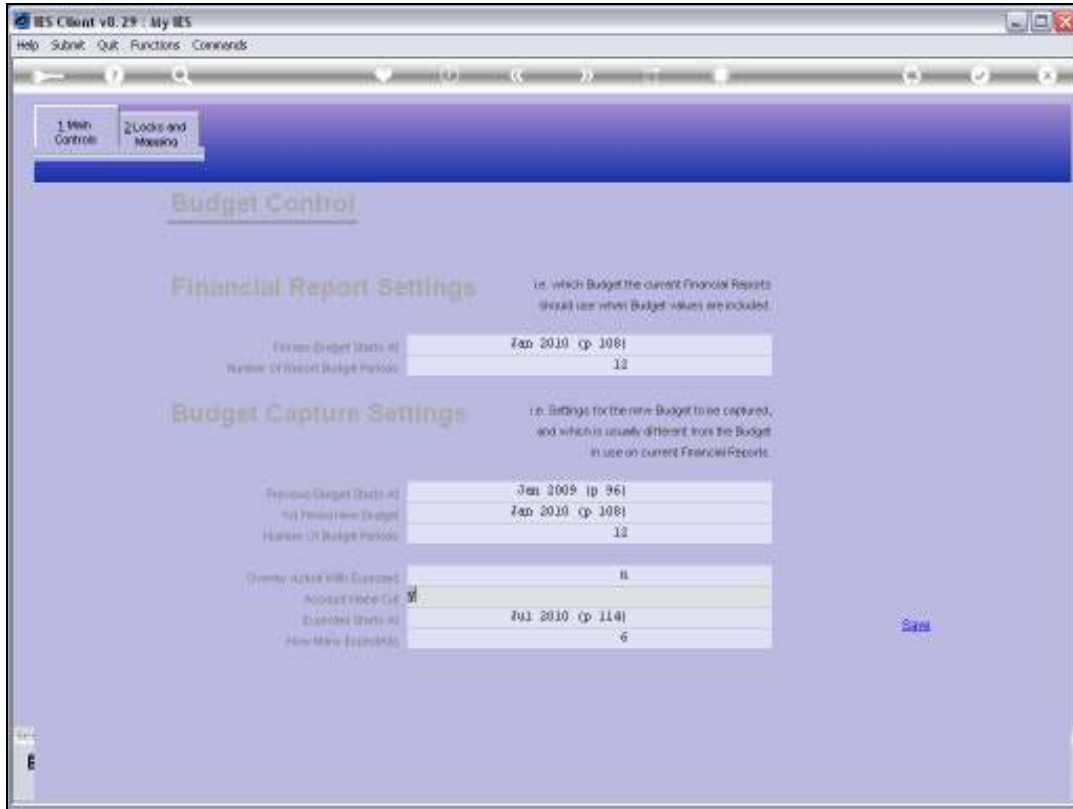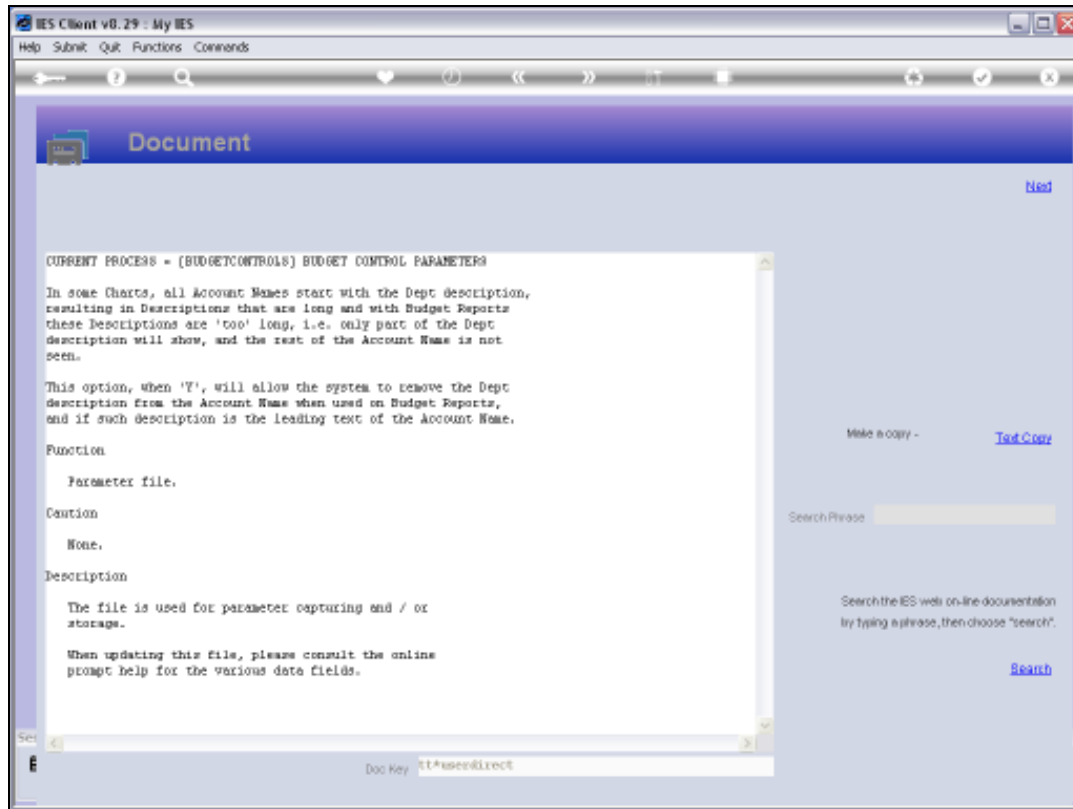
Slide 12
Slide notes:

Slide 13
Slide notes:

Slide 14
Slide notes:

Slide 15

Slide notes: The Account Names can be manipulated in certain circumstances, for purposes of making the Account Name shorter. The Help explains this.

Slide 16
Slide notes:

Slide 17

Slide notes: The point where the Expected starts, and the number of such Expected periods usually relate to that point in the current Financial Year that still remains while we prepare the new Budget, and works also with the overlaying of Actual with Expected, as mentioned a moment ago. We use these settings also to allow Users to revise their Budgets for the Expected Periods while preparing Next Year's Budget. And, during the Financial Year, for Budget Revisions in general, we use these 2 settings as well, to control which Periods of the Budget may be revised.
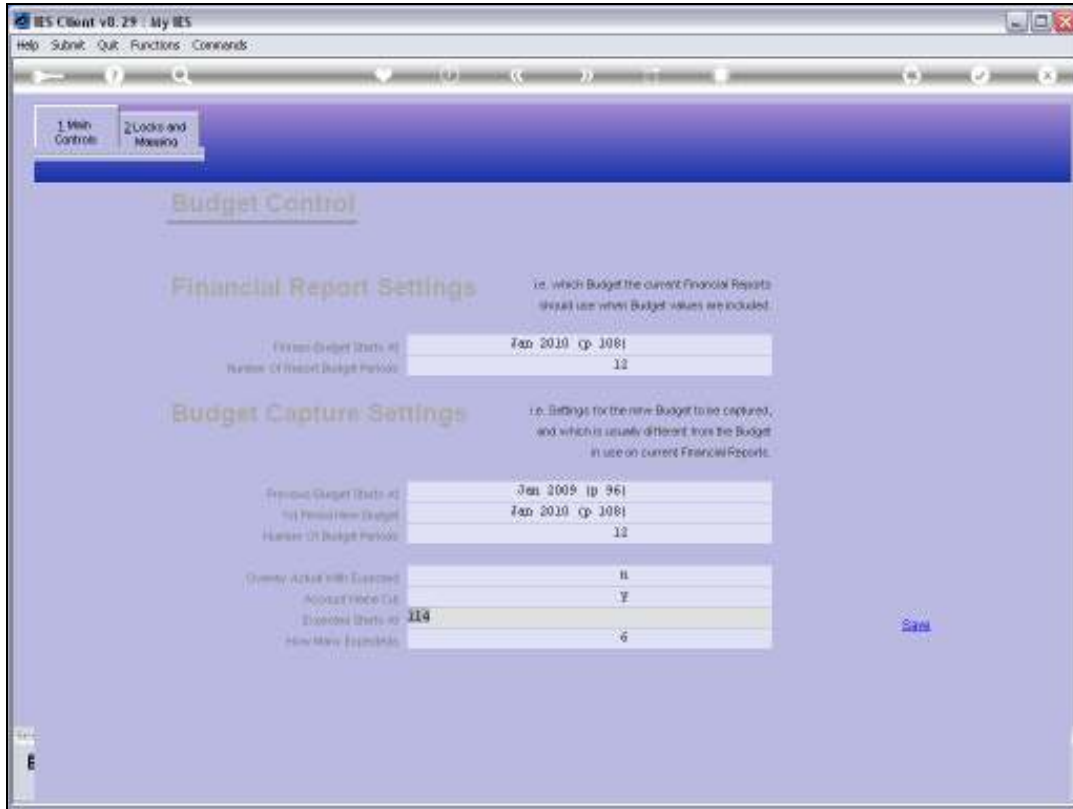
Slide 18

Slide notes:

Slide 19
Slide notes:

Slide 20
Slide notes:
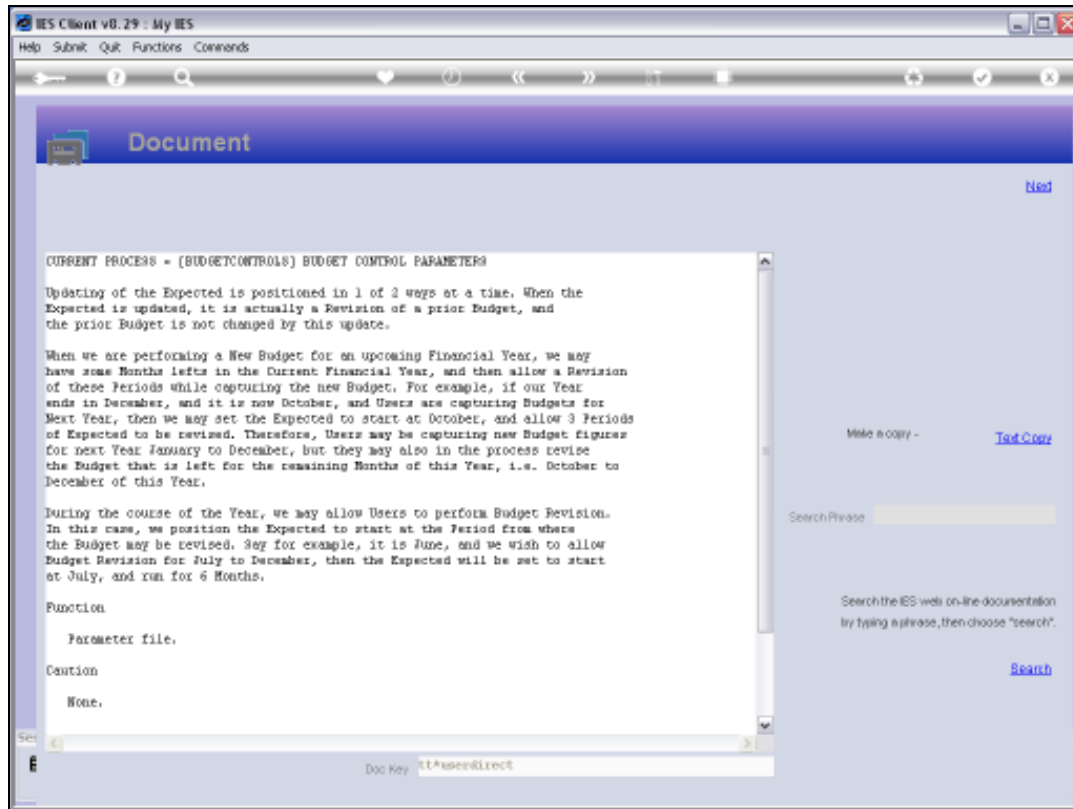
Slide 21
Slide notes: For a full explanation see the Help.

Slide 22
Slide notes:

Slide 23
Slide notes:

Slide 24

Slide notes: So what we meant by some of these comments can be seen here, on this example of a Budget Capture screen. When we capture Budget numbers, the Budget column is where we capture the new Budget, and the 1st Period here is indicated on the Control Parameters.

Slide 25

Slide notes: Likewise, we have a column that shows Prior Budget numbers for comparison, and that is why the system needs to know where to start with these numbers.

Slide 26

Slide notes: And of course, the same applies with the Actuals.
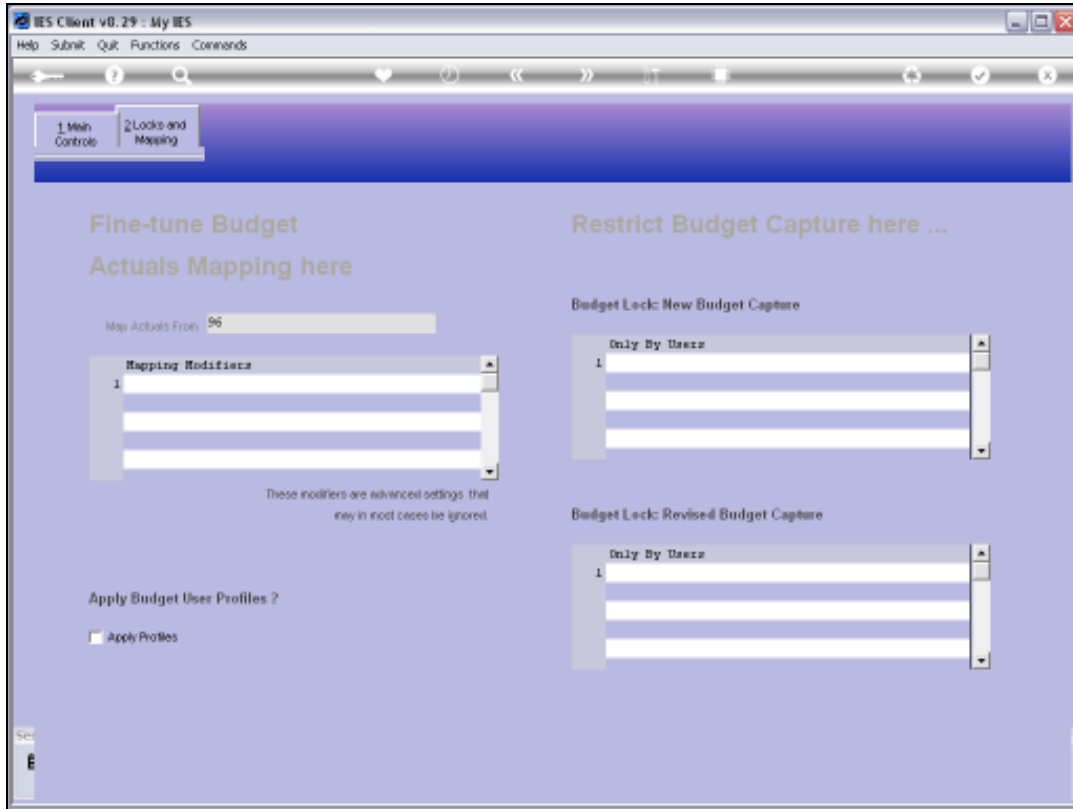
Slide 27
Slide notes:

Slide 28

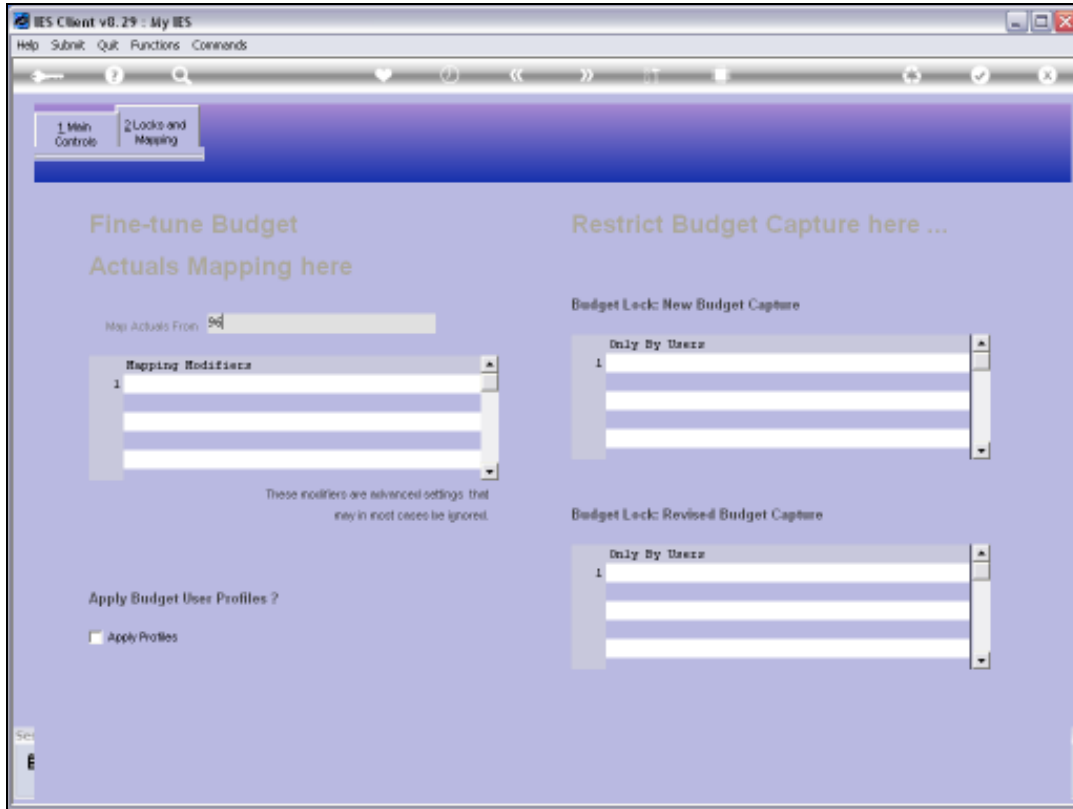Slide notes: Back at our Control Parameters, we now move to the 2nd page.
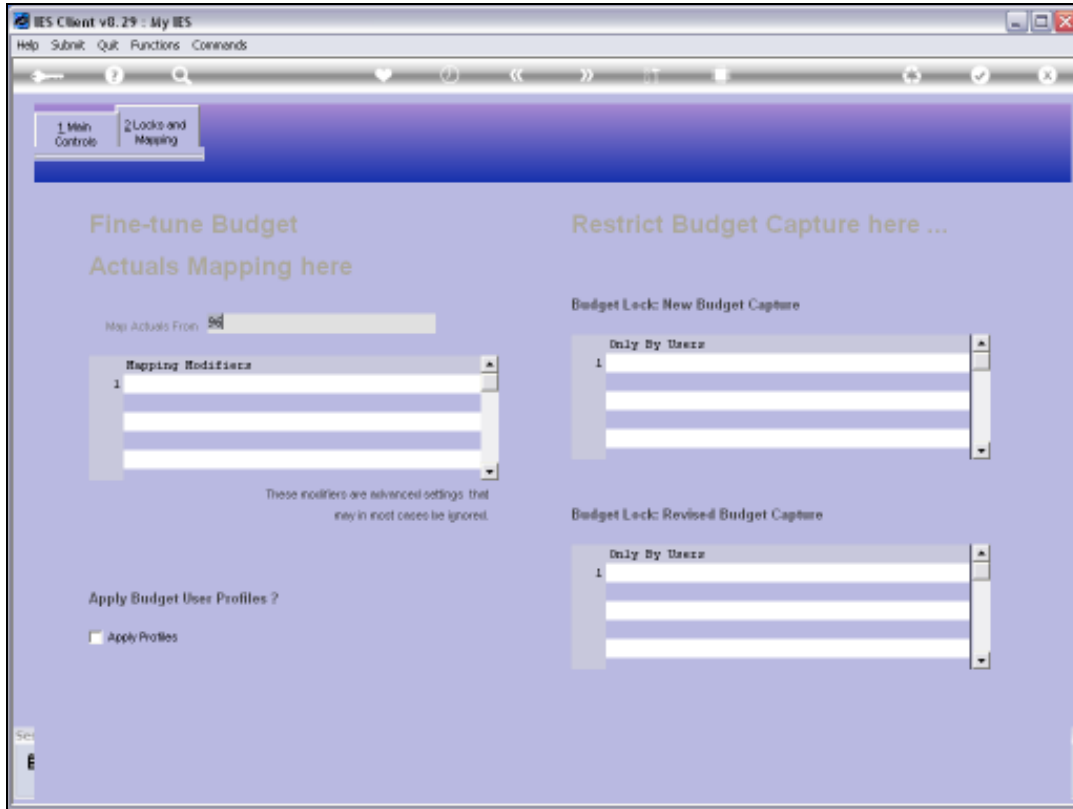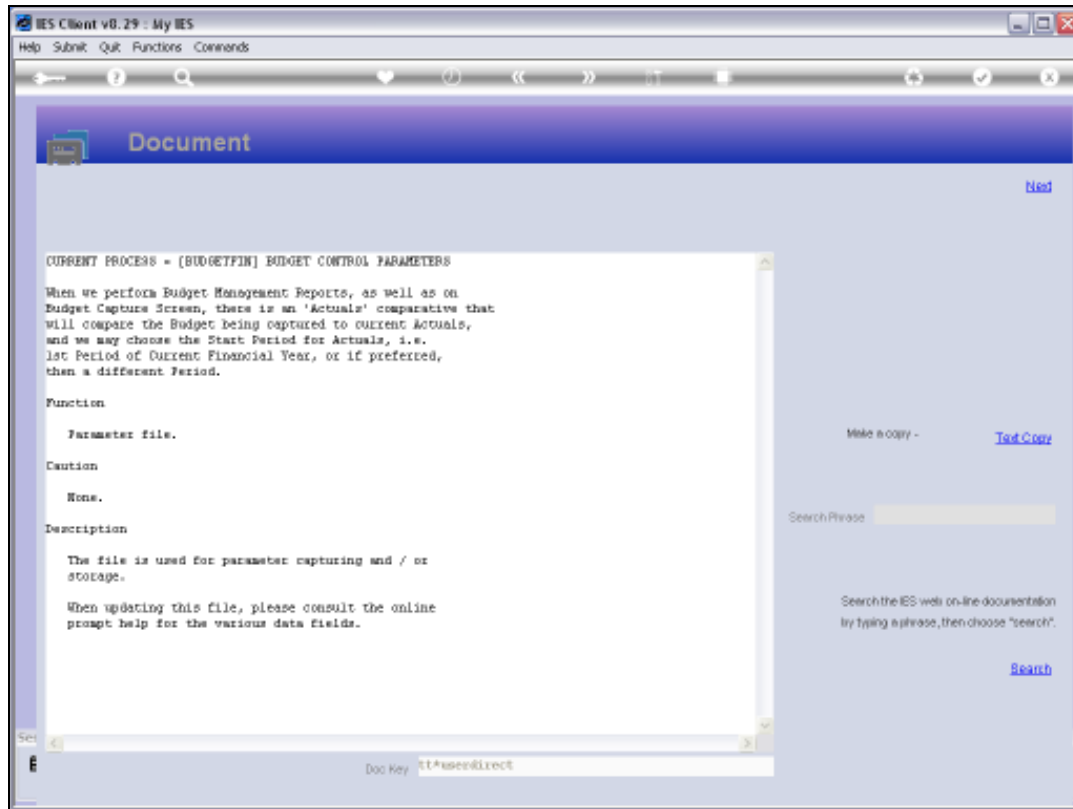
Slide 29

Slide notes: And this is where we indicate at which Period the 'Actuals' comparison starts from.
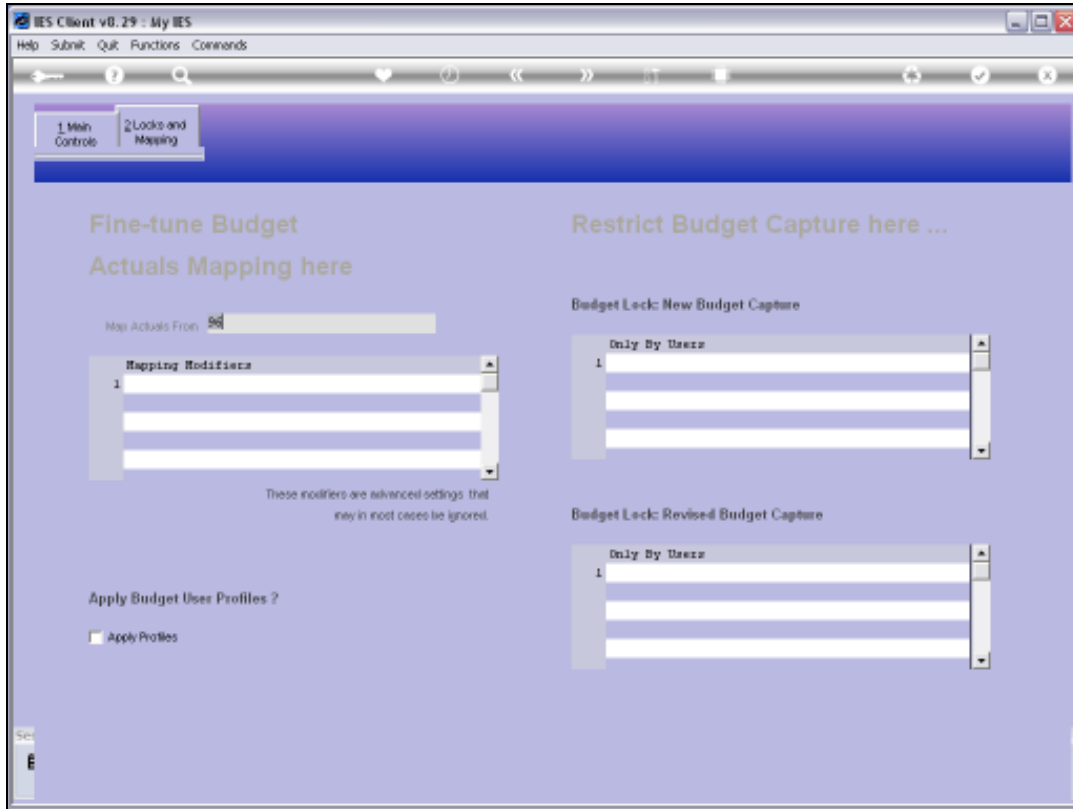
Slide 30
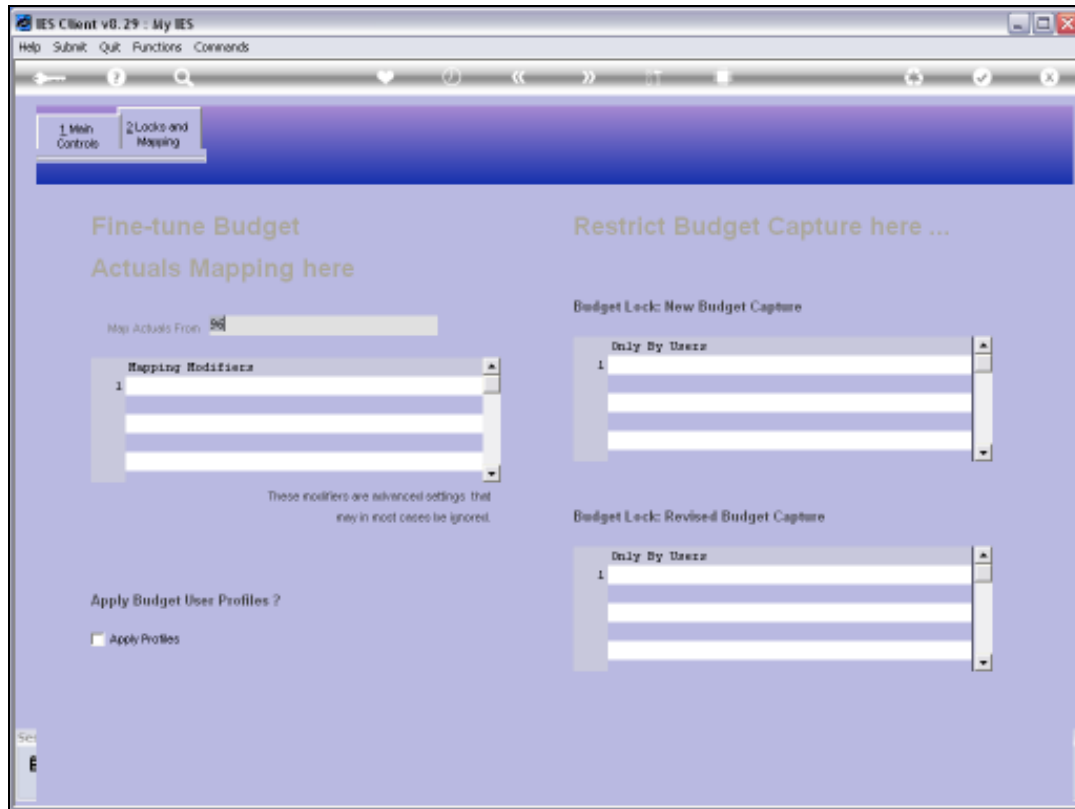Slide notes:

Slide 31
Slide notes:
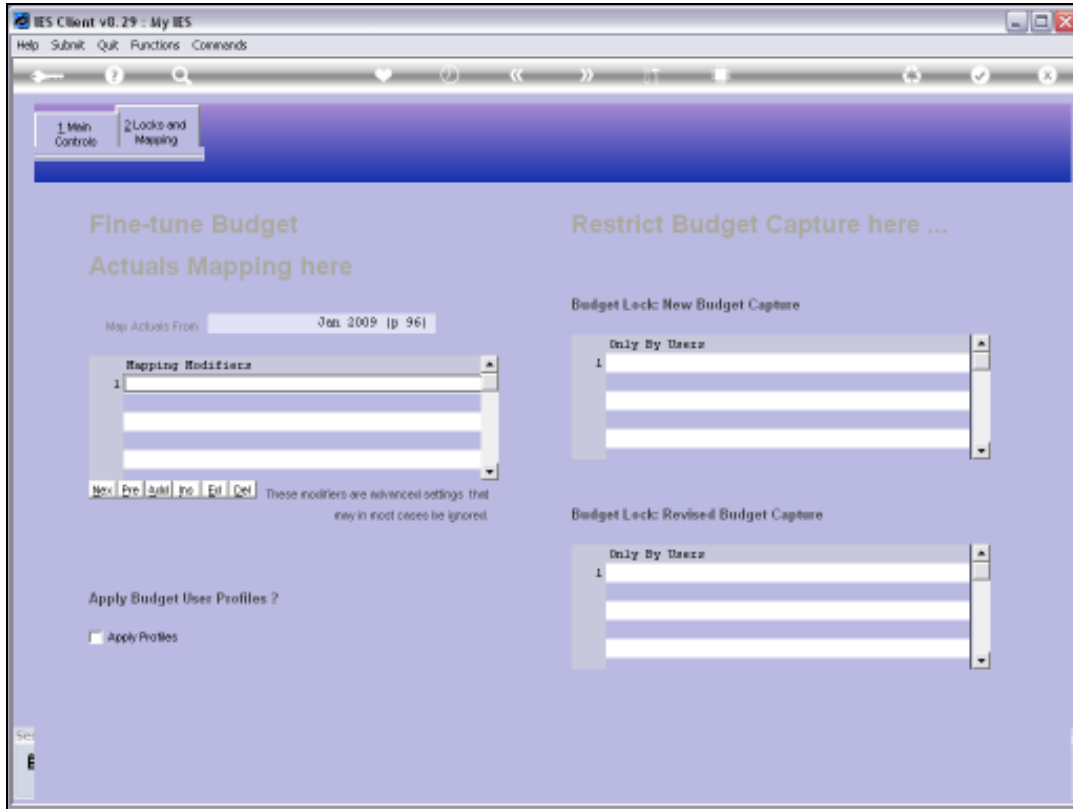
Slide 32
Slide notes: Here is the Help.
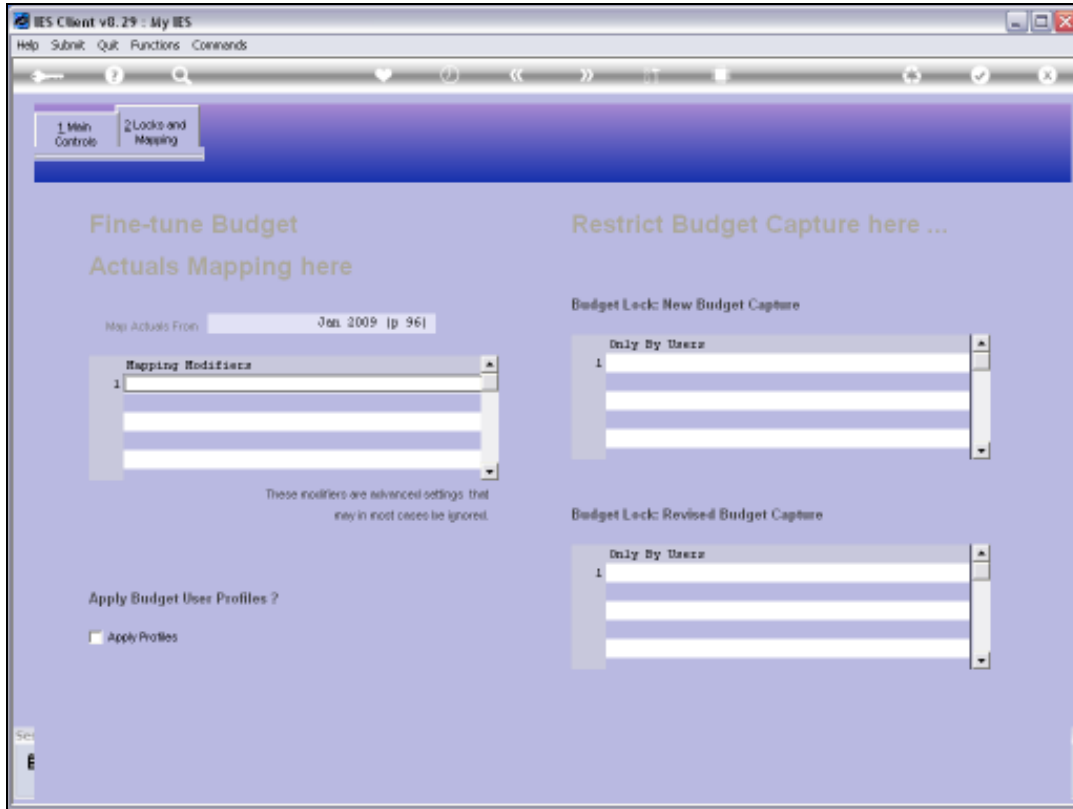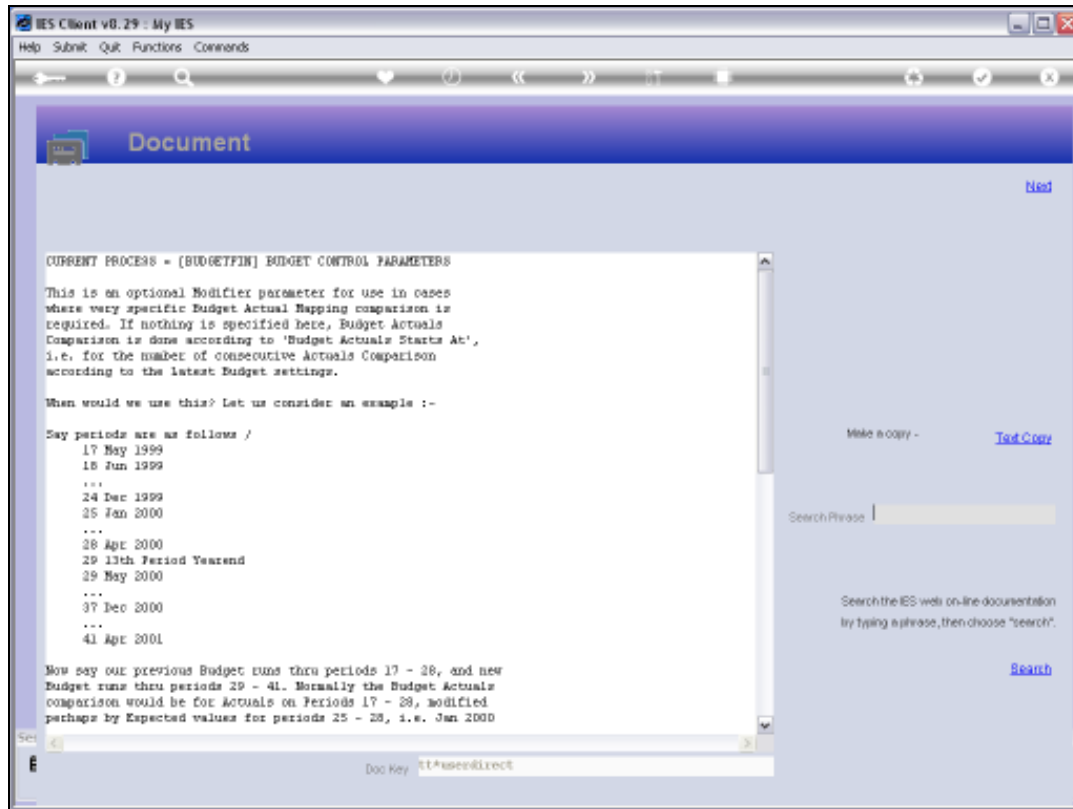
Slide 33
Slide notes:

Slide 34

Slide notes: We can also get extremely manipulative by mapping each comparison Period, if such be our need, but this does not happen often. Nonetheless, the Help gives some example of when we may want to do advanced Mapping of Actuals.
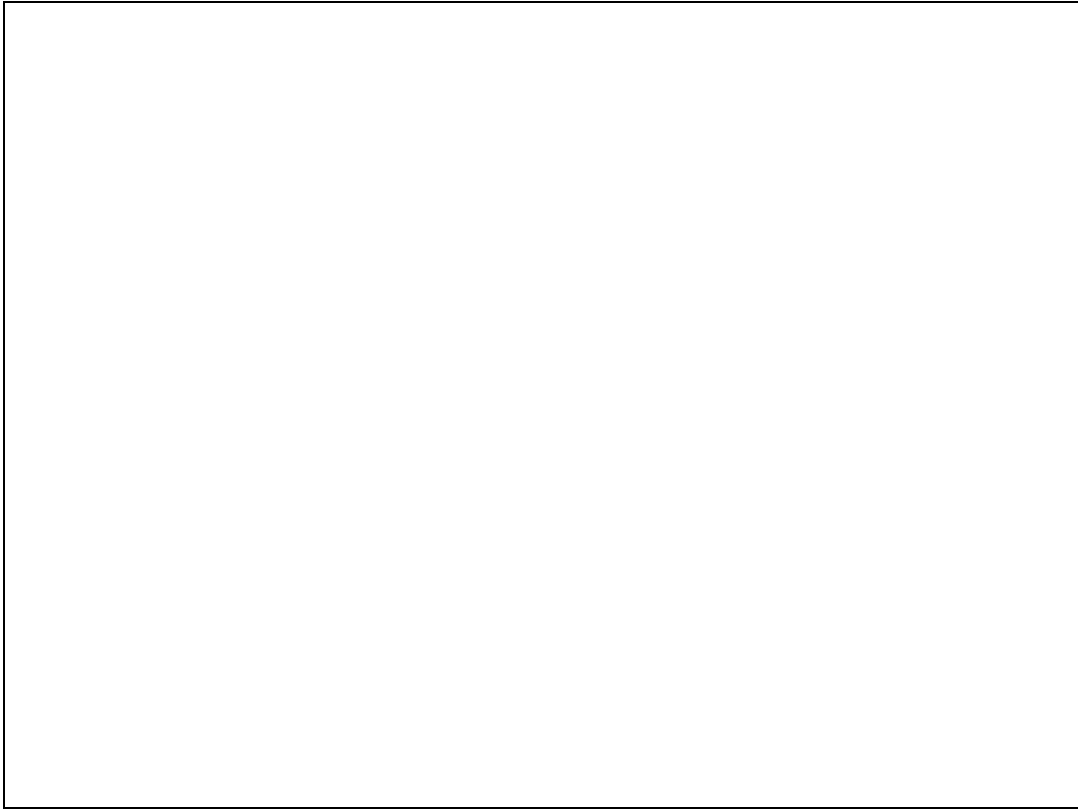
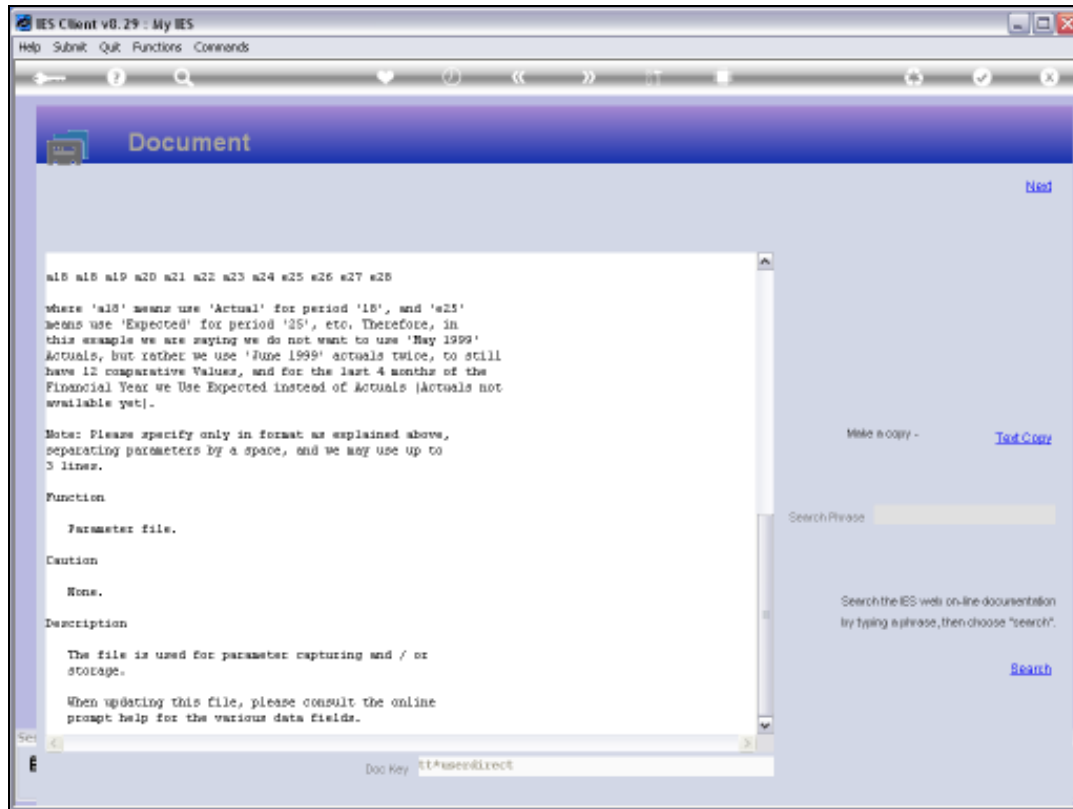Slide 35
Slide notes:

Slide 36
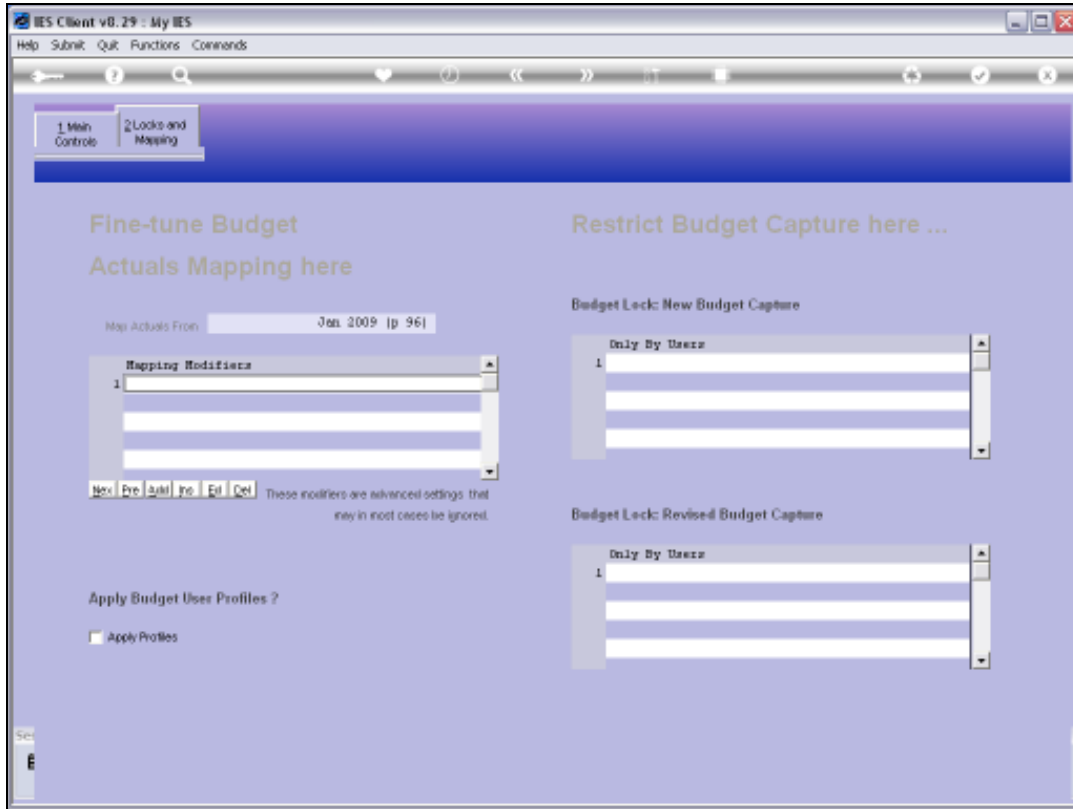Slide notes:

Slide 37
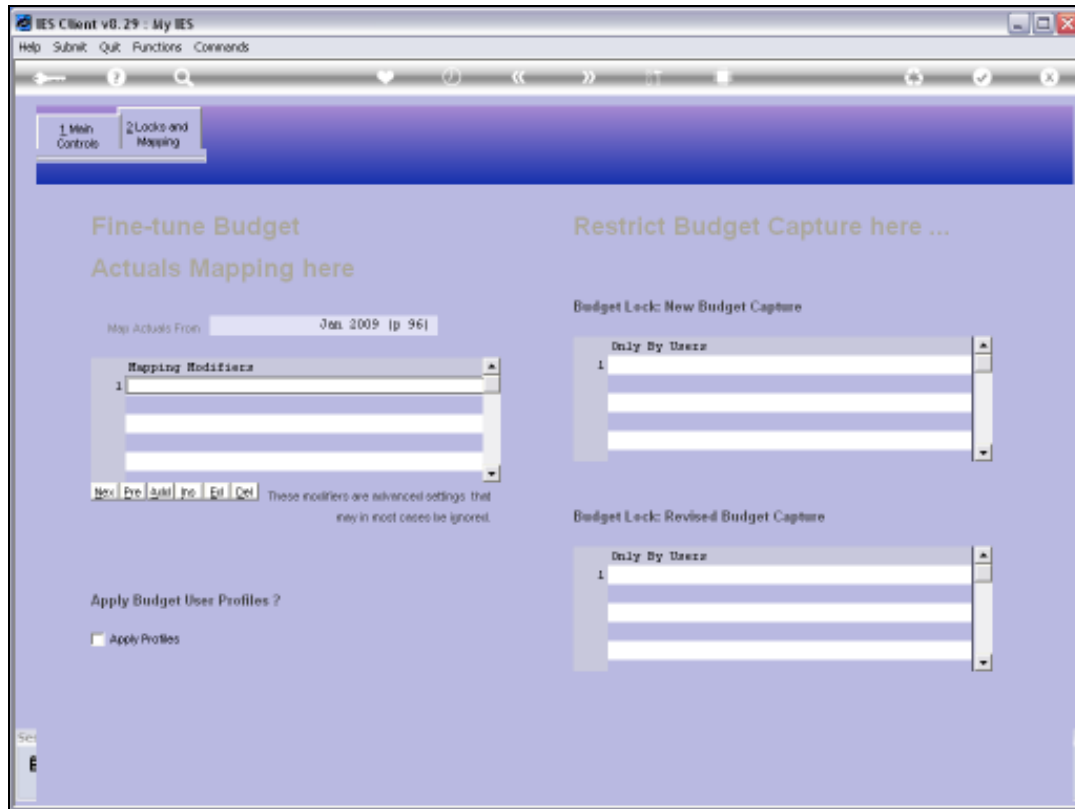Slide notes: And here is that Help.

Slide 38
Slide notes:

Slide 39
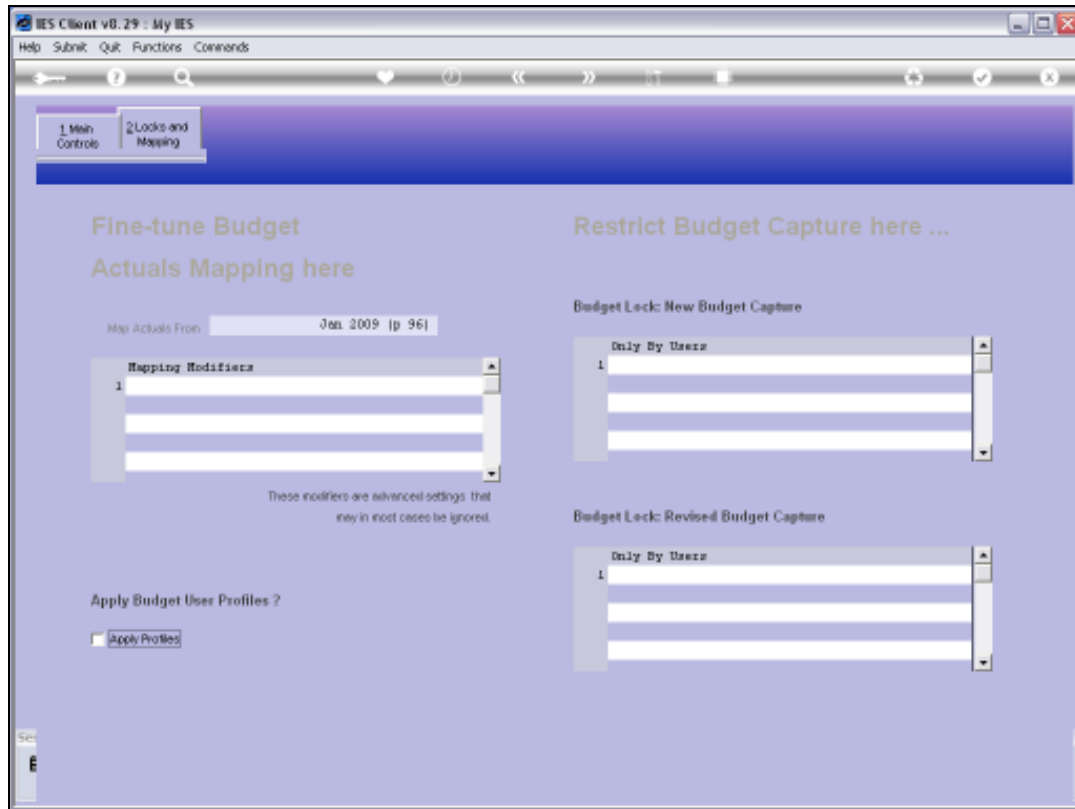Slide notes:

Slide 40
Slide notes:

Slide 41

Slide notes: Budget Profiles are optional to use. If we do not use them, then any User with access to Budget Capture options can, in theory, Budget on any GL Account. When we use the Profiles, then we need to indicate a Budget Profile for each User with access to Budget Capture options, as to which Account Ranges the User may Budget for.
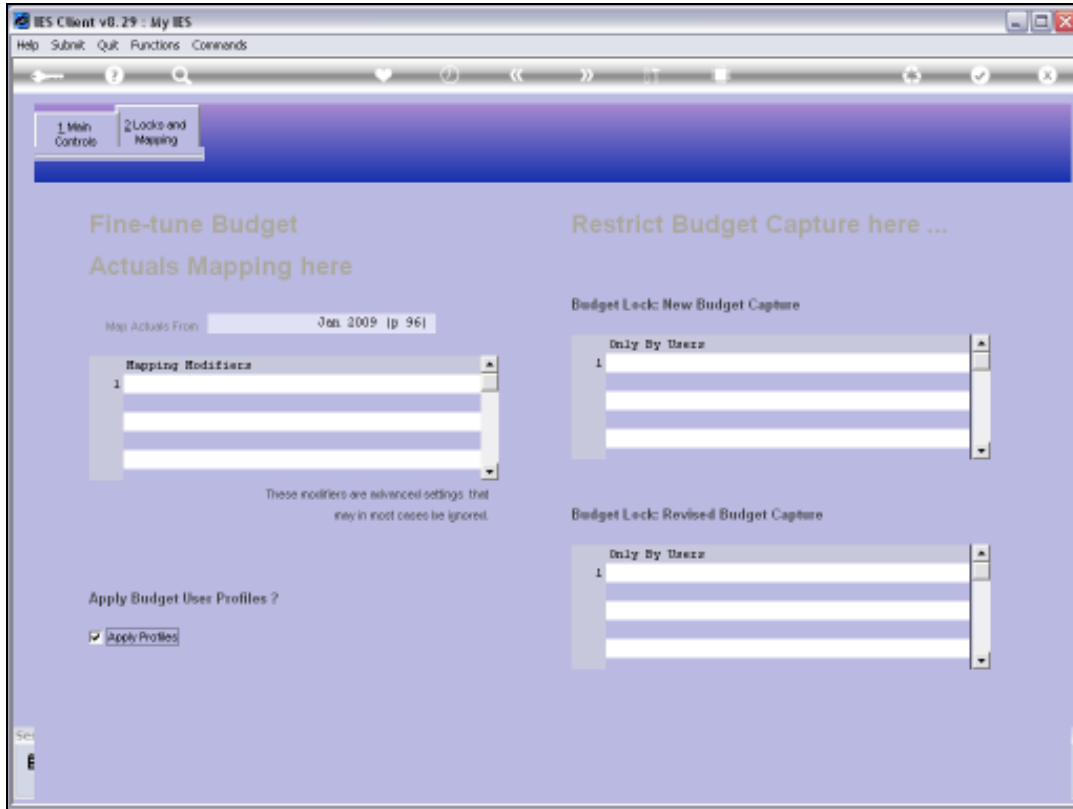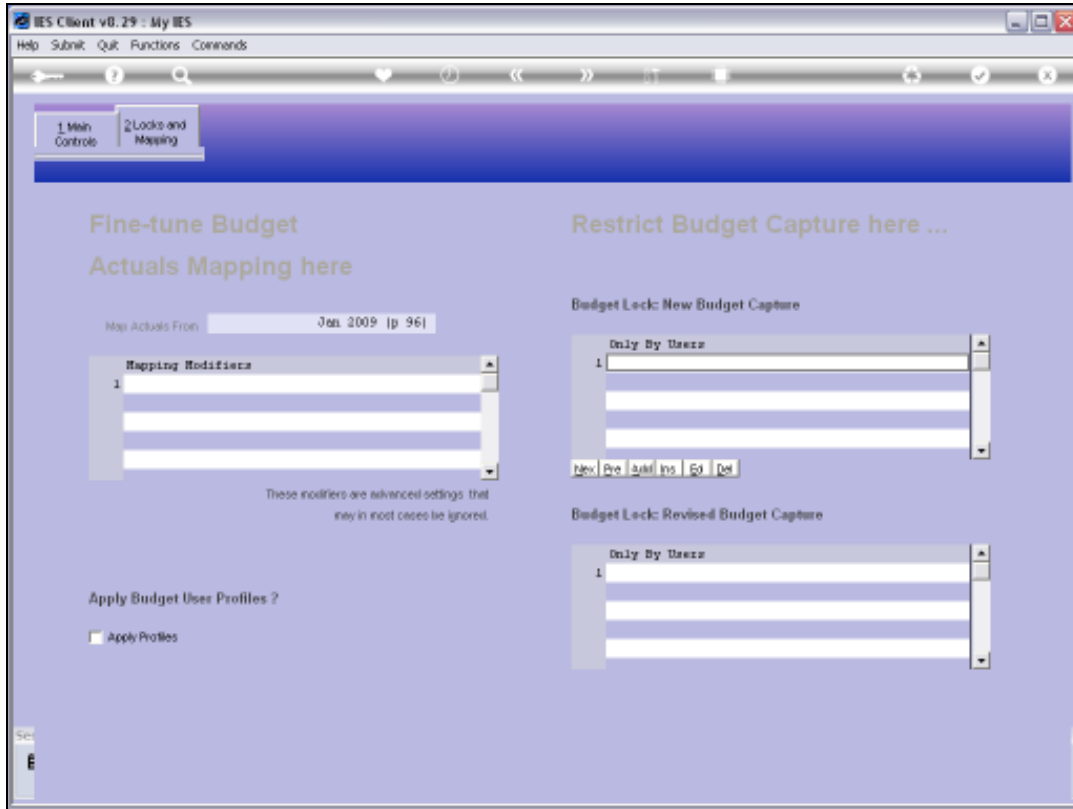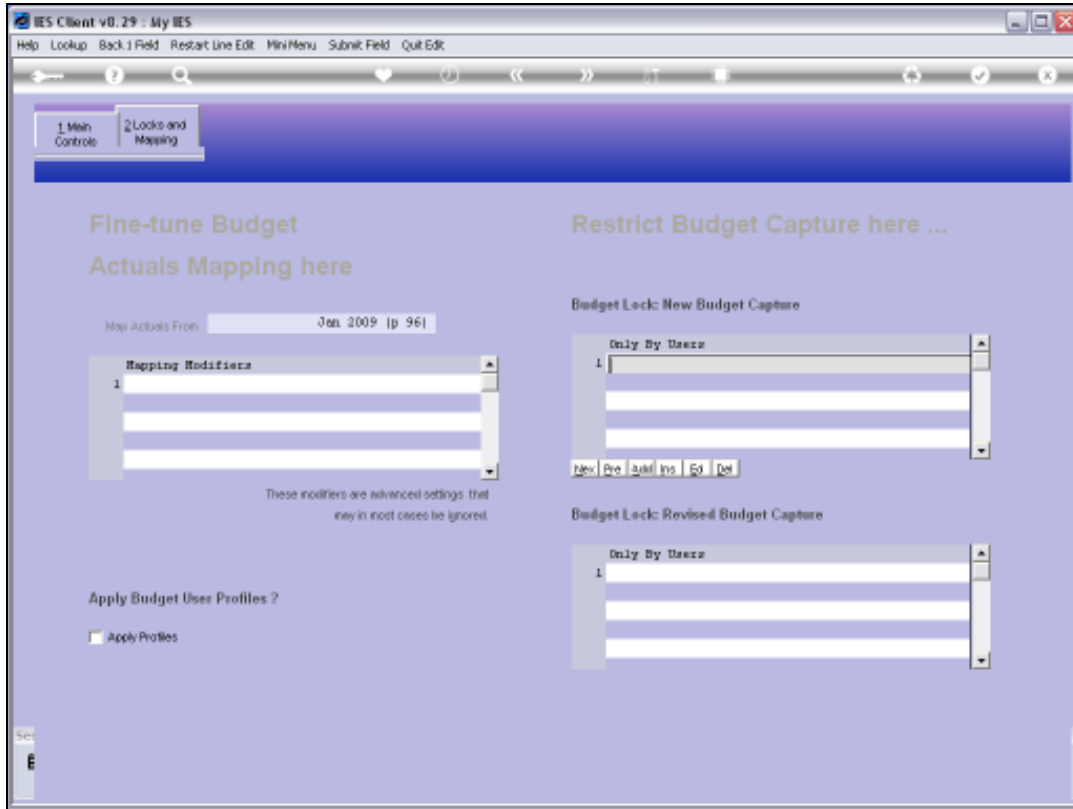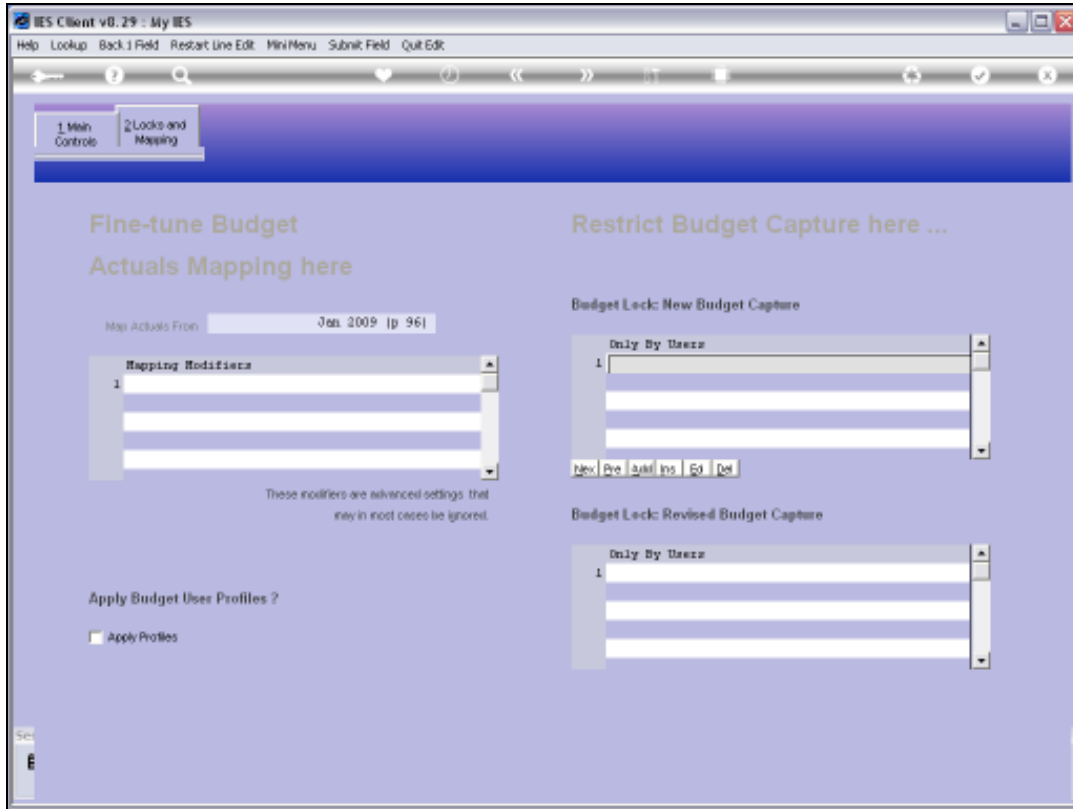
Slide 42
Slide notes:

Slide 43

Slide notes: And then we have the Locks for New Budgets and for Revised Budgets. When there are no Users listed at these Locks, then all Users with Budget Capture options may update these Budgets, but there comes the time when we want to lock the Budgets so that Users can no longer change them. That is the time when we list 1 or more User Codes at these Locks and then such are the only Users who can apply Budget Capture Options while the Locks are in place. Clearly, we will usually only list the Administrator or Financial Controller or similar to be able to override these Locks.
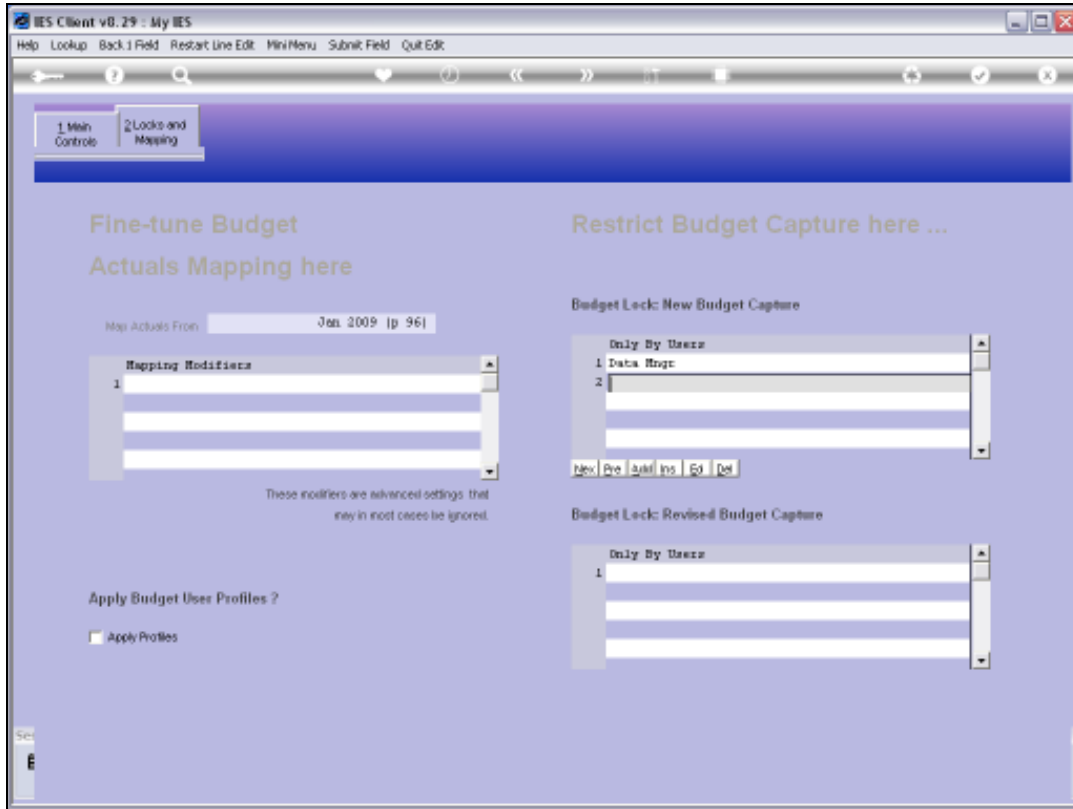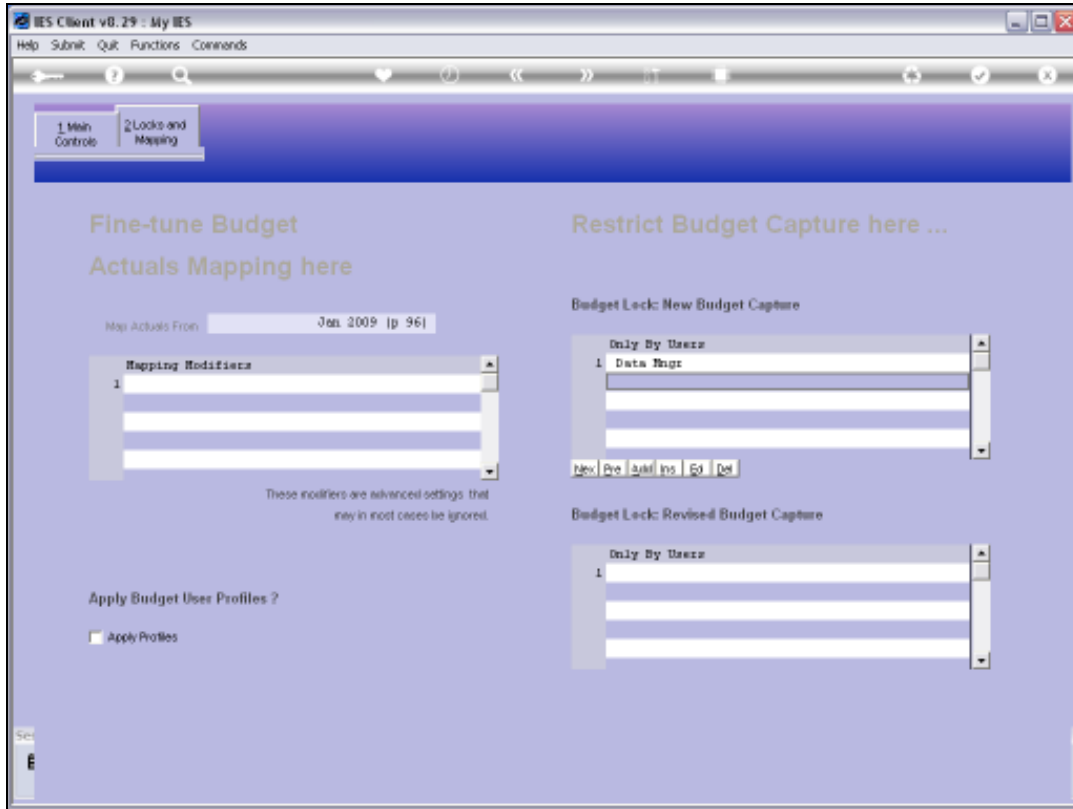
Slide 44
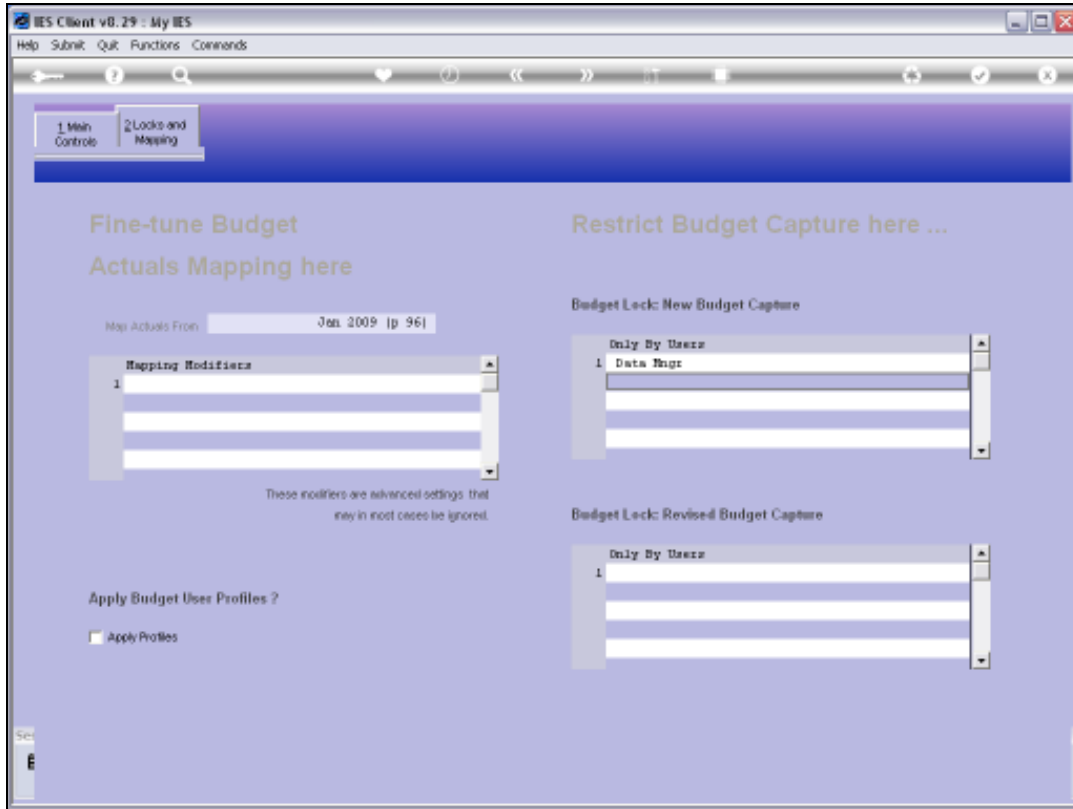Slide notes:

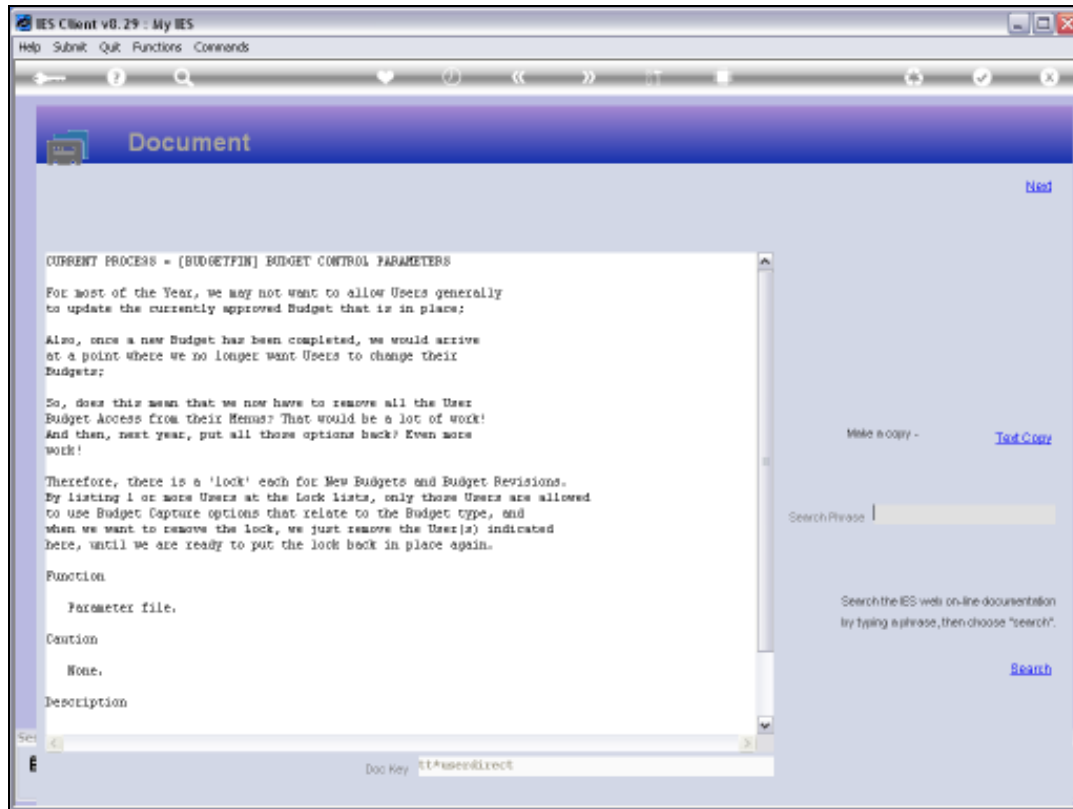Slide 45
Slide notes:

Slide 46

Slide notes:

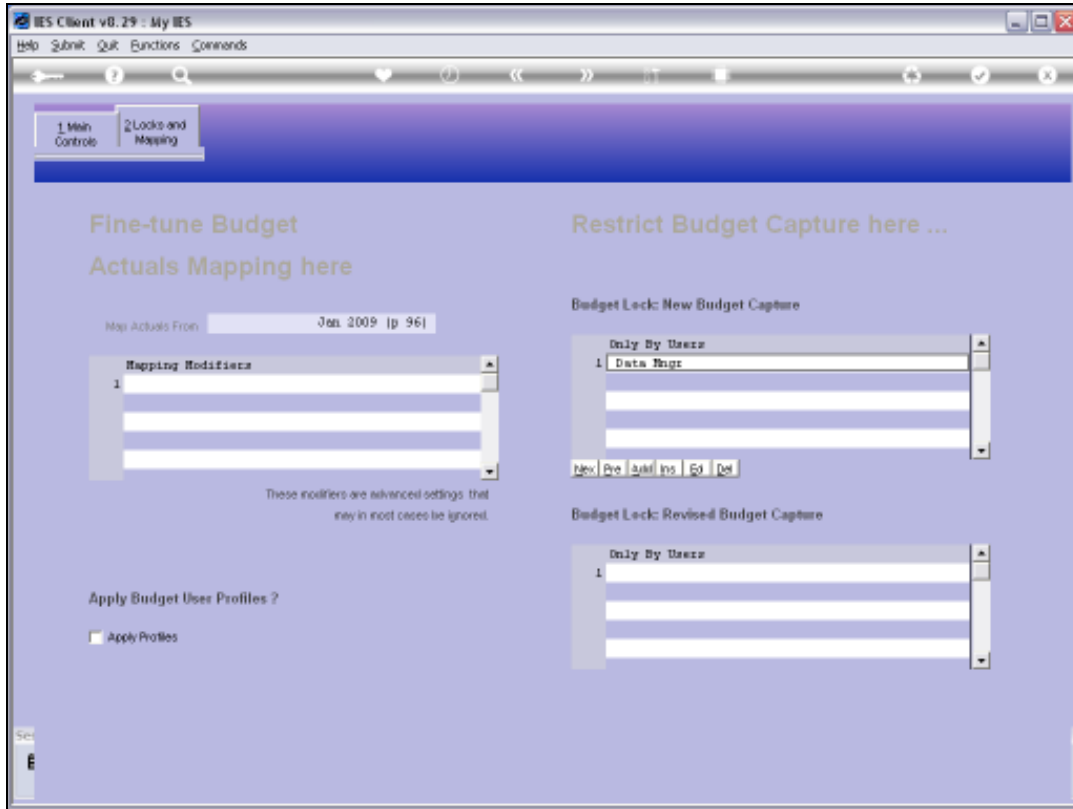Slide 47
Slide notes:

Slide 48
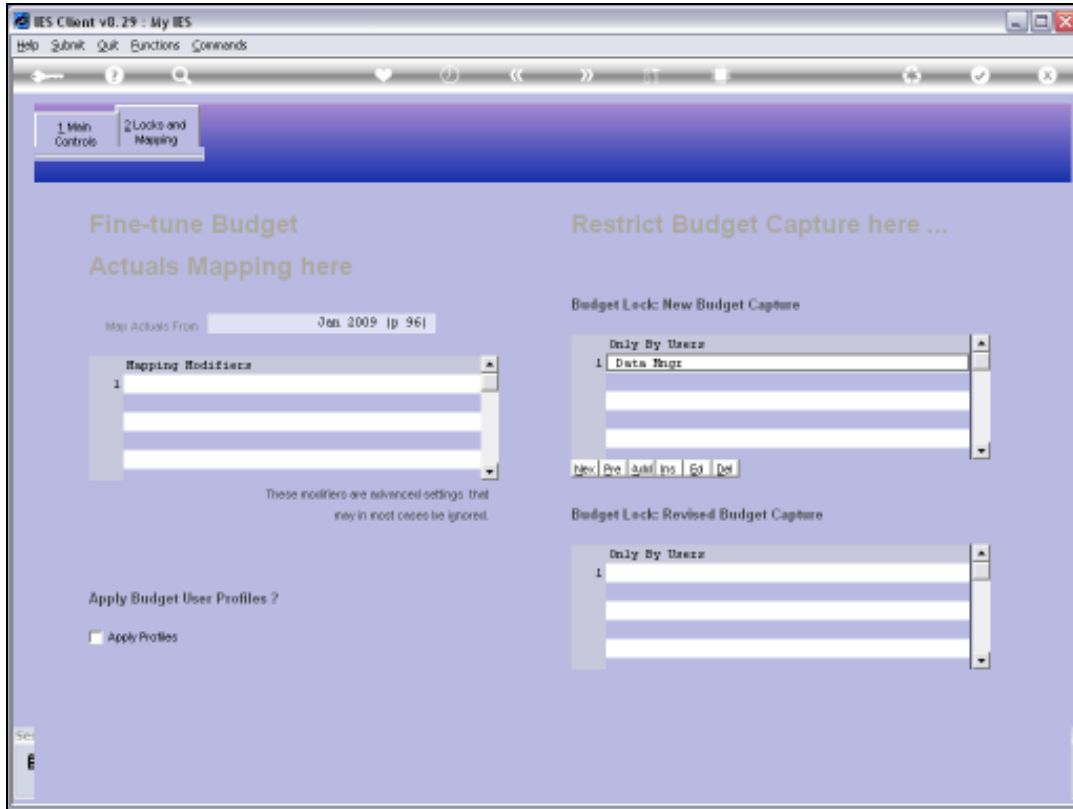Slide notes:

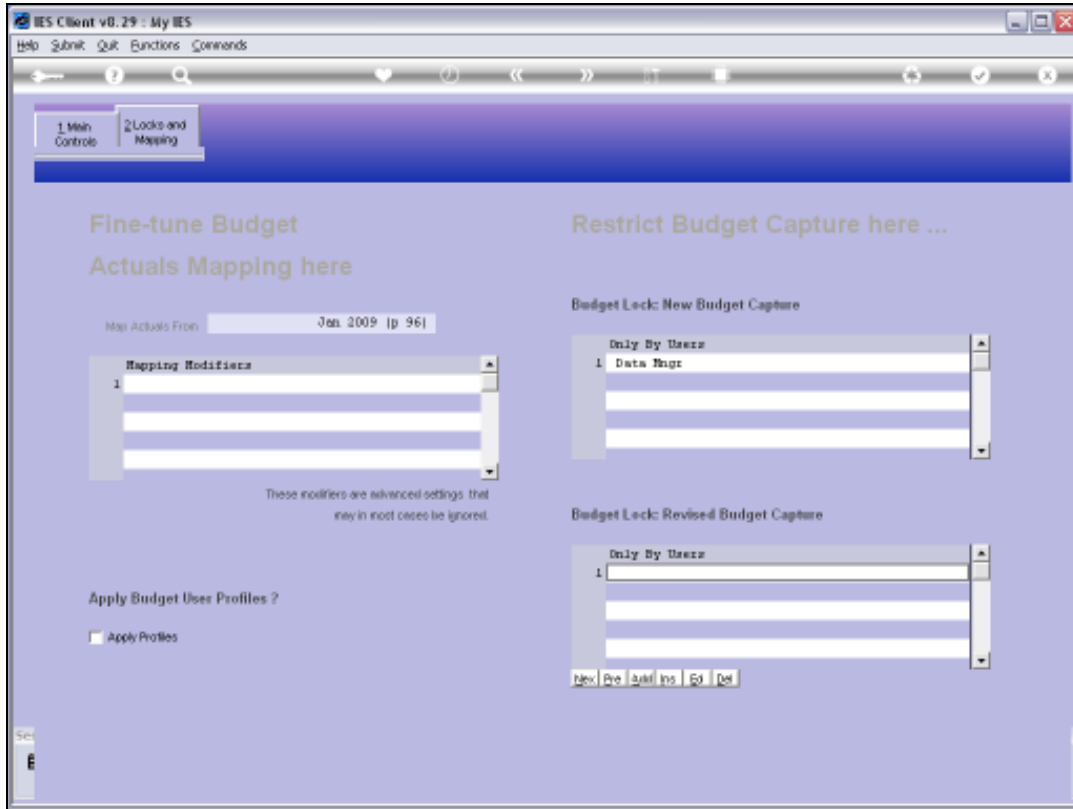Slide 49
Slide notes:

Slide 50

Slide notes: Here we have a full explanation on the Locks.

Slide 51
Slide notes:

Slide 52
Slide notes:

Slide 53
Slide notes:

Slide 54

Slide notes: The Budget Controls therefore, are used by an Administrator, for effective control over how the Budget behaves in various contexts.

Slide 55
Slide notes: