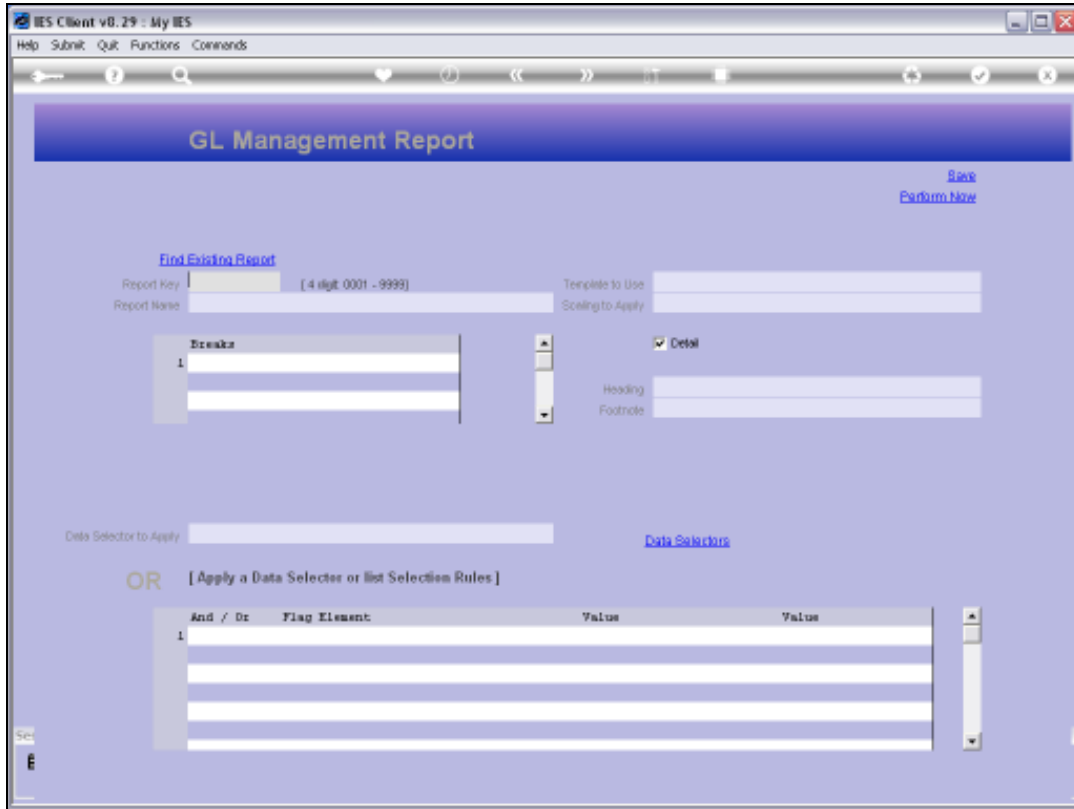


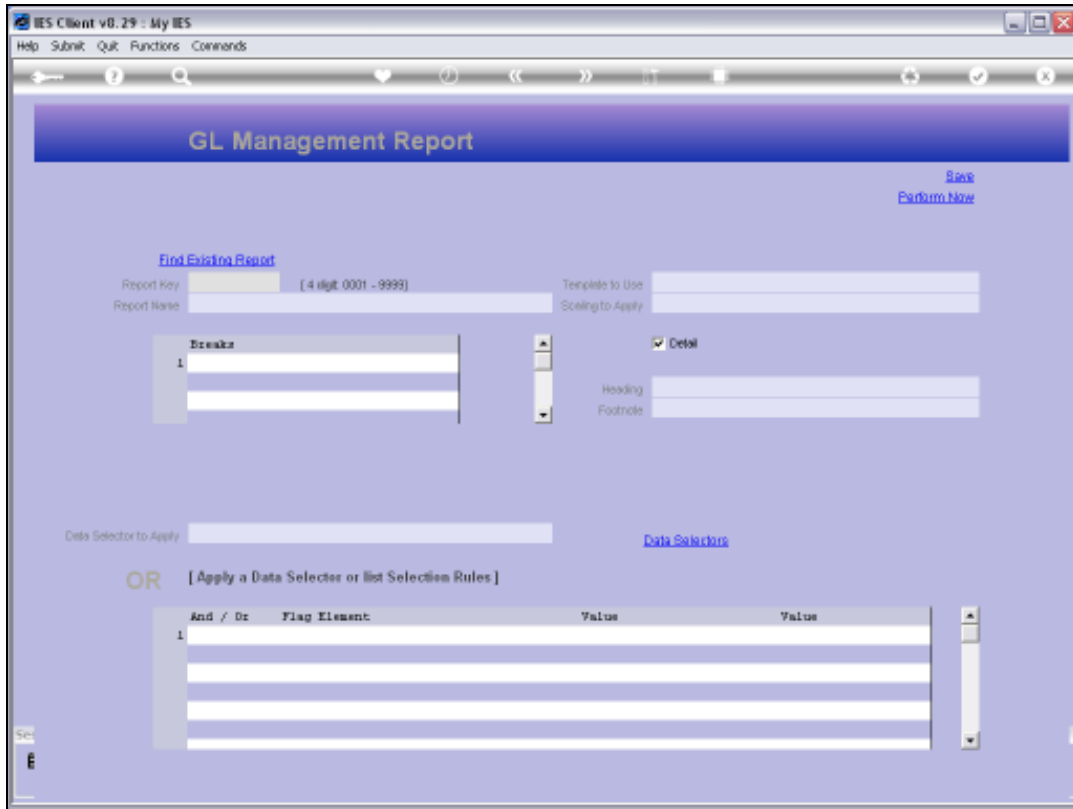
Slide 1

Slide notes: At The Management Reports section in the Warehouse, we have a GL Report Writer that is designed for quick and easy Report Writing of GL Management Reports. With access to this Report Writer, we can choose 'Write GL Reports'.



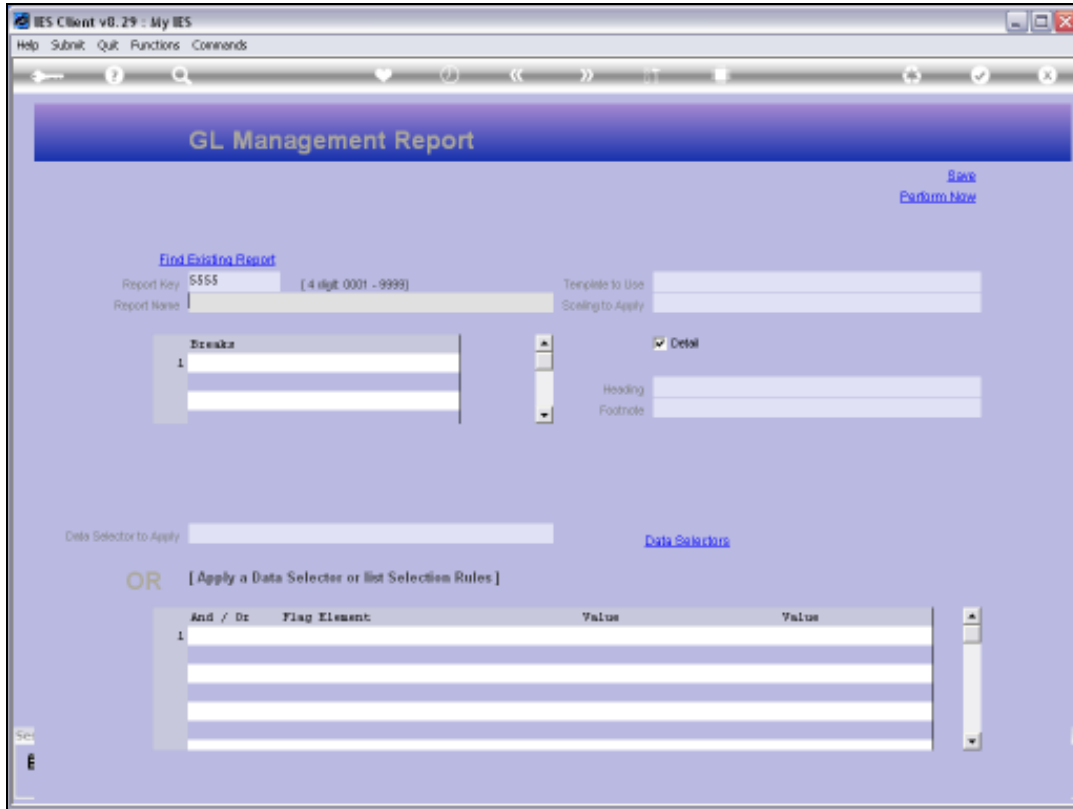
Slide 2

Slide notes: The GL Report Writer works with 4-digit Keys, and to do a new Report we just use a new Key that is not yet in this Report Library. A lookup will reveal the current Keys.



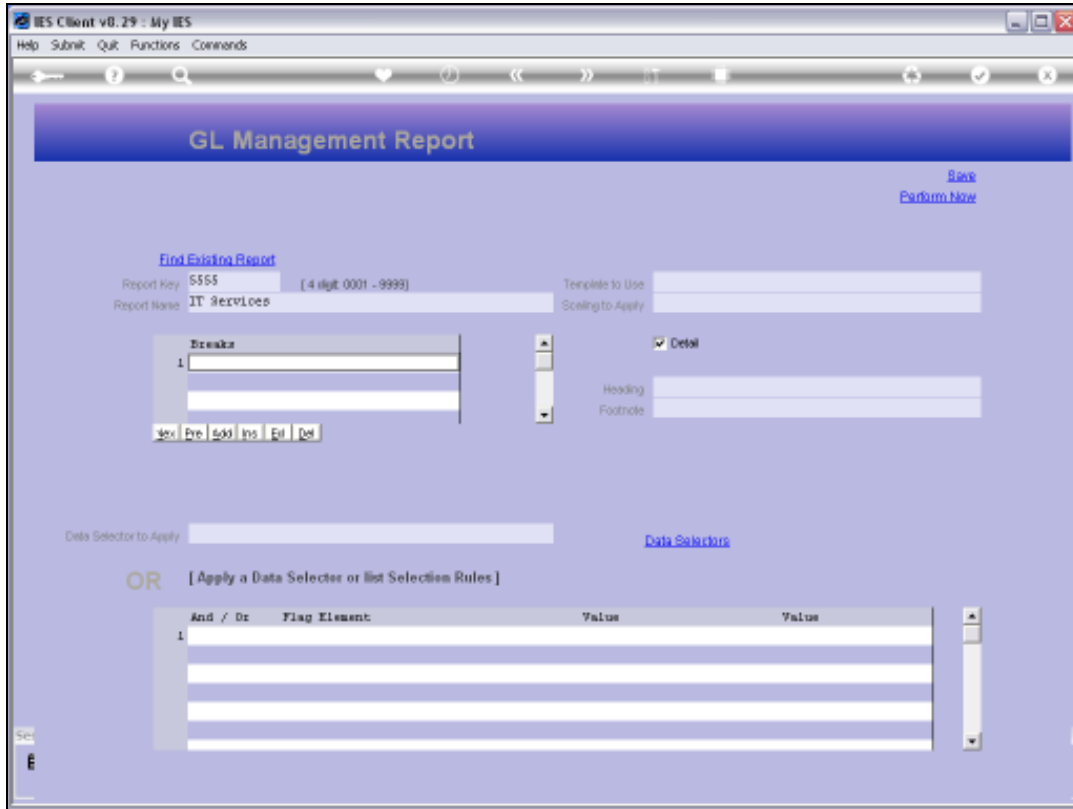
Slide 3

Slide notes: We want to show a quick example of how easy it is to do a new Management Report with this GL Report Writer.

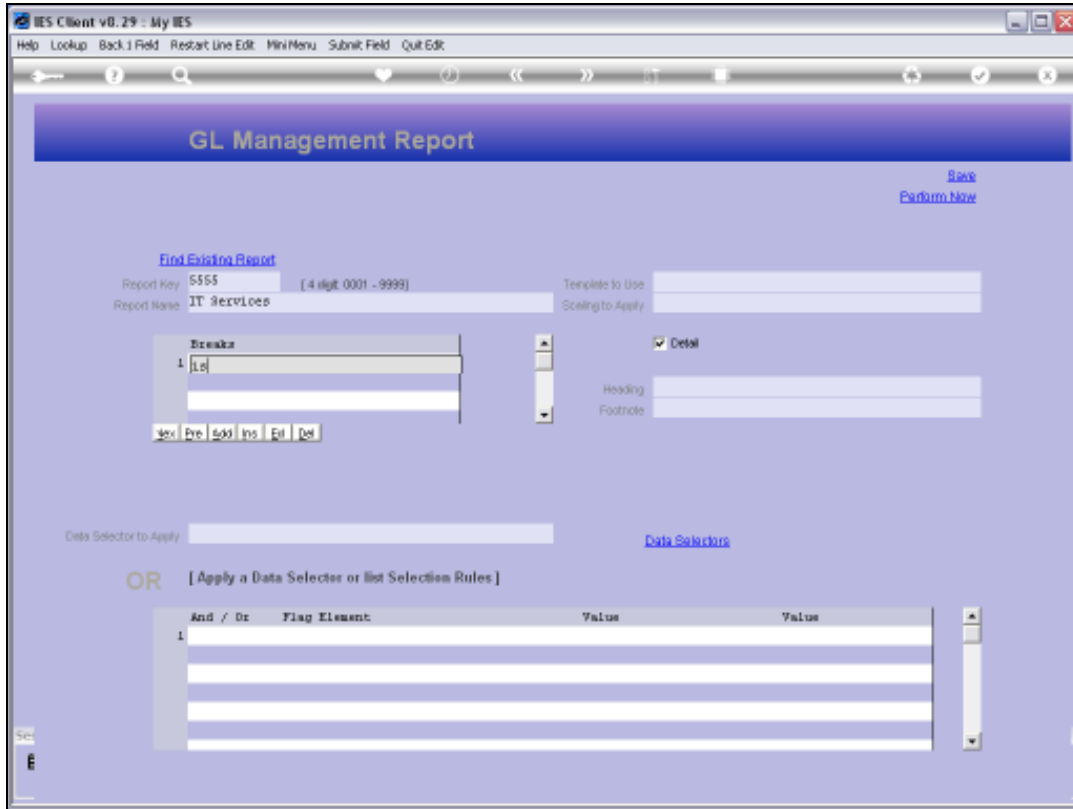


Slide 4

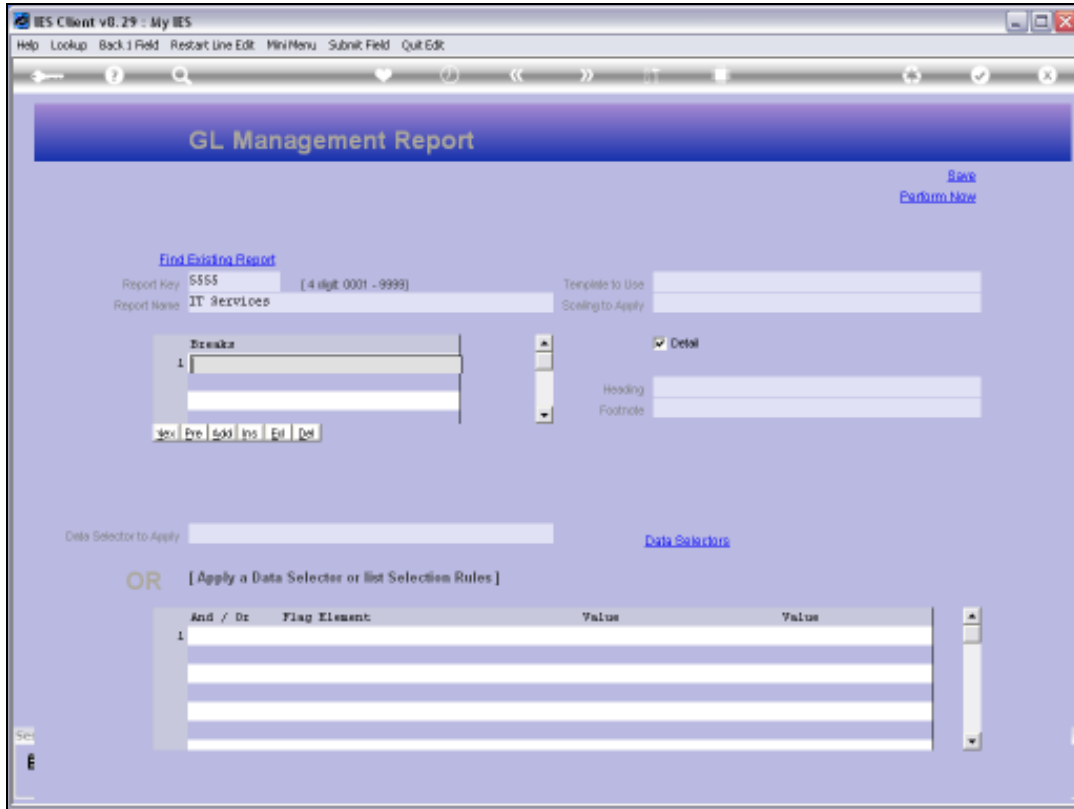
Slide notes: Of course, the Report needs a Name to recognize it by. Breaks are optional to use, but we will see how useful they are.



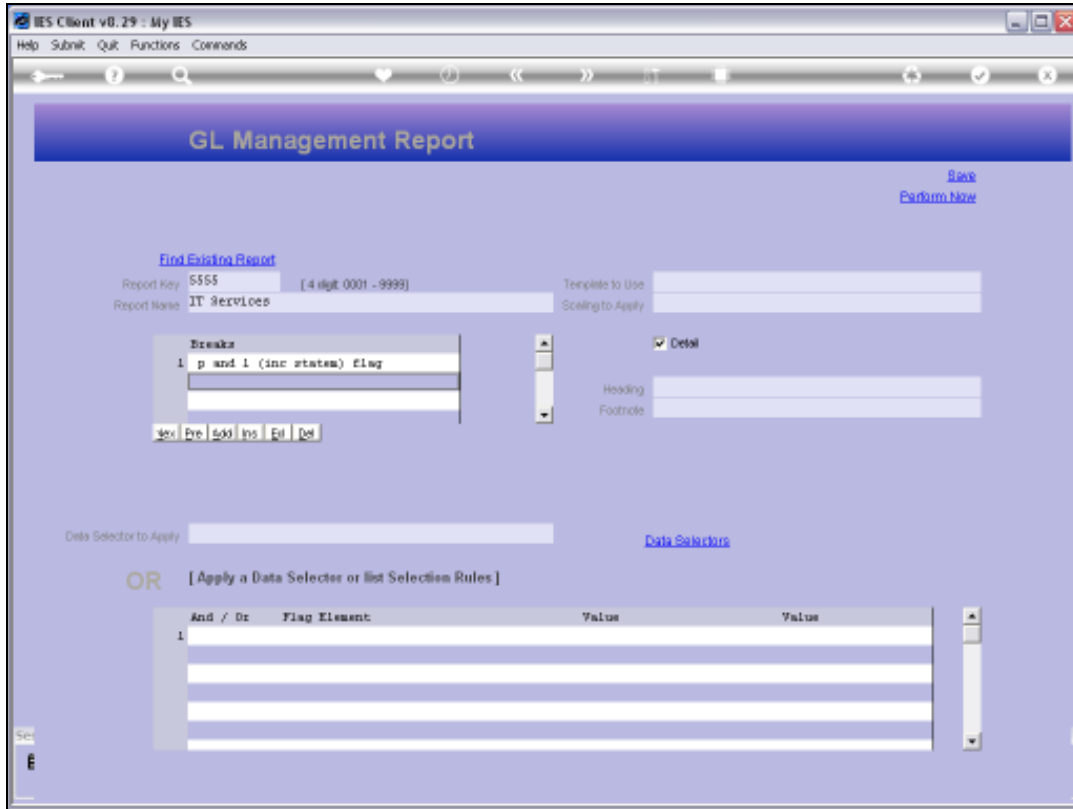
Slide 5
Slide notes:



Slide 6
Slide notes:



Slide 7
Slide notes:



Slide 8
Slide notes:

IES Client v8.29 : My IES

Help Submit Quit Functions Commands

GL Management Report

[Save](#)
[Print Now](#)

[Find Existing Report](#)

Report Key: 5555 [4 digit: 0001 - 9999] Template to Use: _____
Report Name: IT Services Scaling to Apply: _____

Breaks
1 p and 1 (inc states) flag

Detail

Heading: _____
Footnote: _____

Data Selector to Apply: _____ [Data Selectors](#)

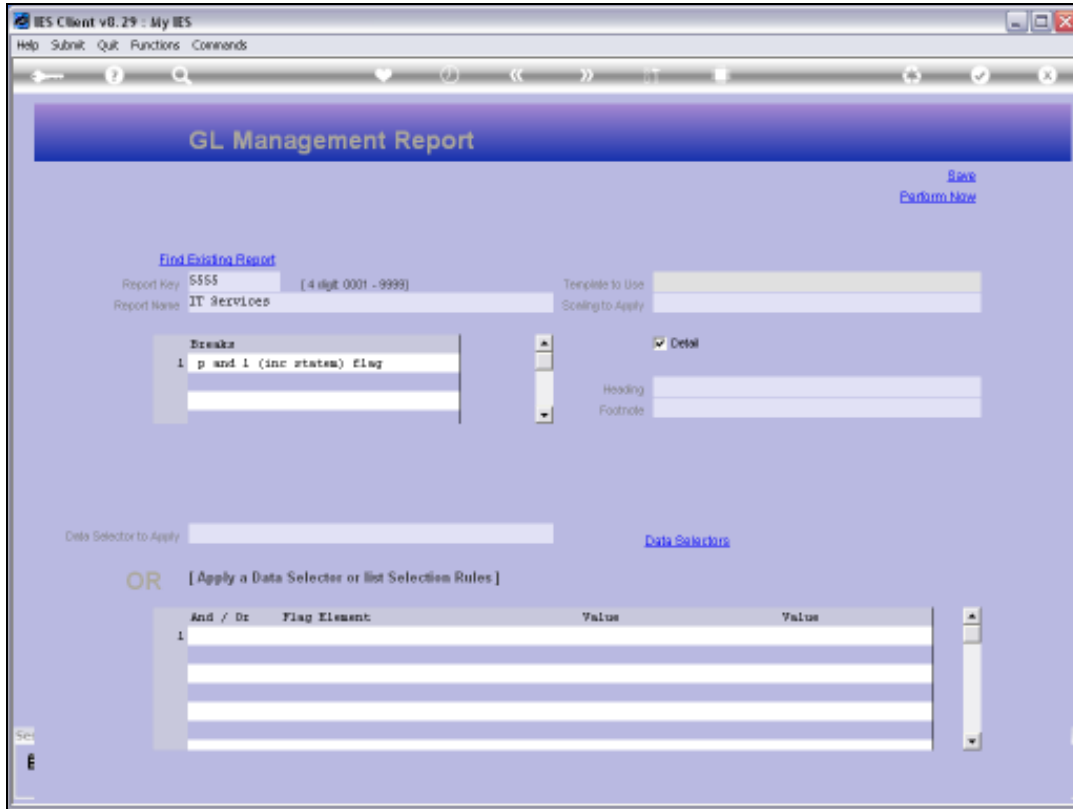
OR [Apply a Data Selector or list Selection Rules]

And / Or	Flag Element	Value	Value
1			

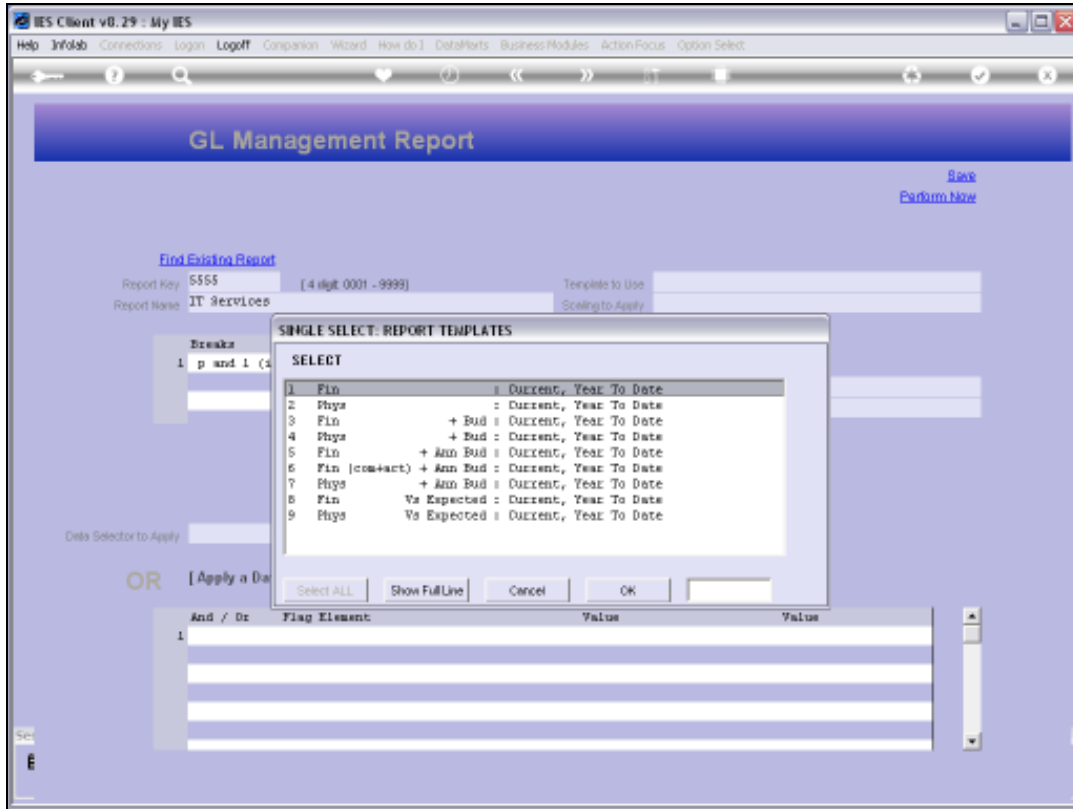
Save

Slide 9

Slide notes: Every Report will use 1 of the pre-defined Templates that determine the layout of the Report.



Slide 10
Slide notes:



Slide 11
Slide notes:

The screenshot shows the IES Client v8.29 interface. The title bar reads "IES Client v8.29 : My IES". The menu bar includes "Help", "Submit", "Quit", "Functions", and "Comments". The browser address bar is empty. The main content area is titled "GL Management Report" in a blue header. Below the header, there are several input fields and options:

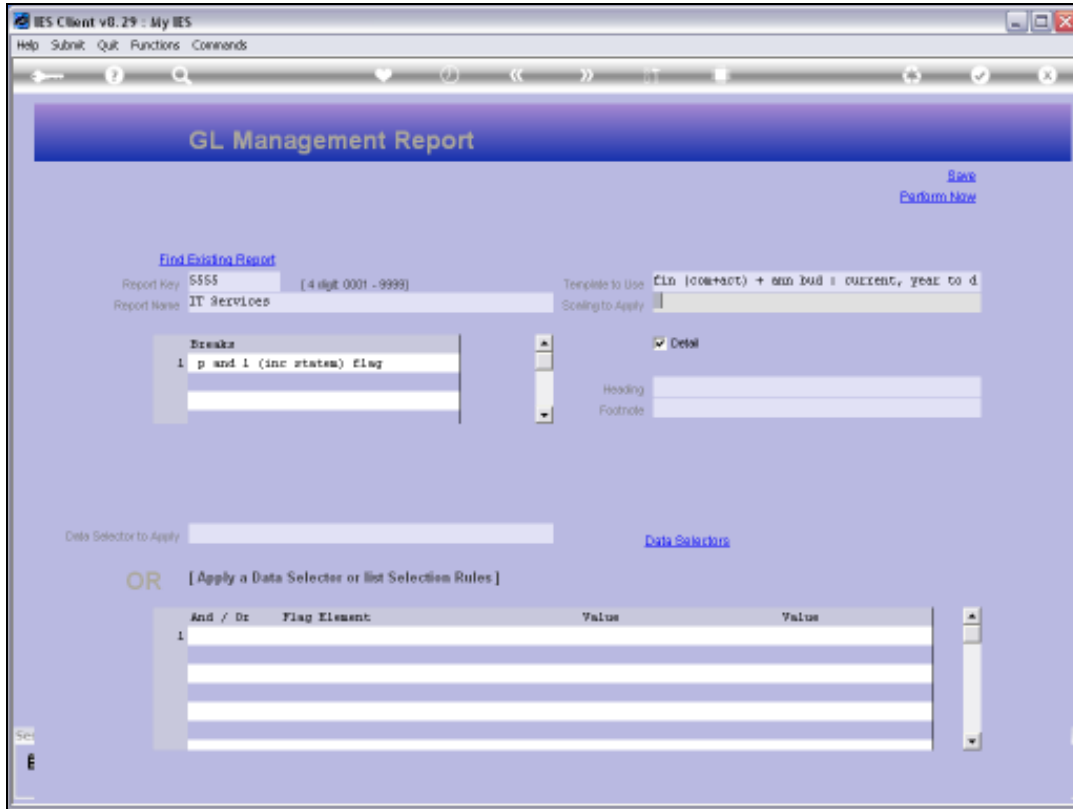
- [Find Existing Report](#)
- Report Key: 5555 (4 digit 0001 - 9999)
- Report Name: IT Services
- Template to Use: OSD
- Scaling to Apply: [dropdown]
- Breaks table:

Breaks
1 p and 1 (inc states) flag
- Detail
- Heading: [input field]
- Footnote: [input field]
- Data Selector to Apply: [input field]
- [Data Selectors](#)
- OR [Apply a Data Selector or list Selection Rules]
- Table:

And / Or	Flag Element	Value	Value
1			

Slide 12

Slide notes: And we always choose a Scaling option that will determine how numbers are displayed in the Report result.



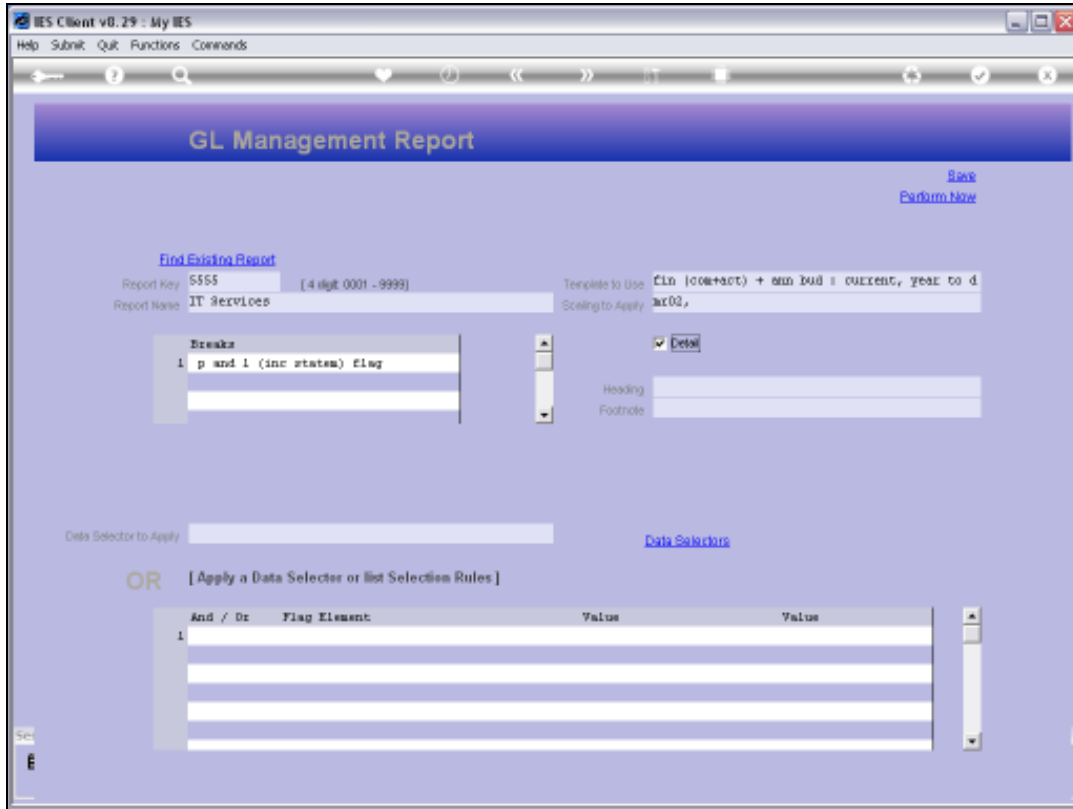
Slide 13

Slide notes:



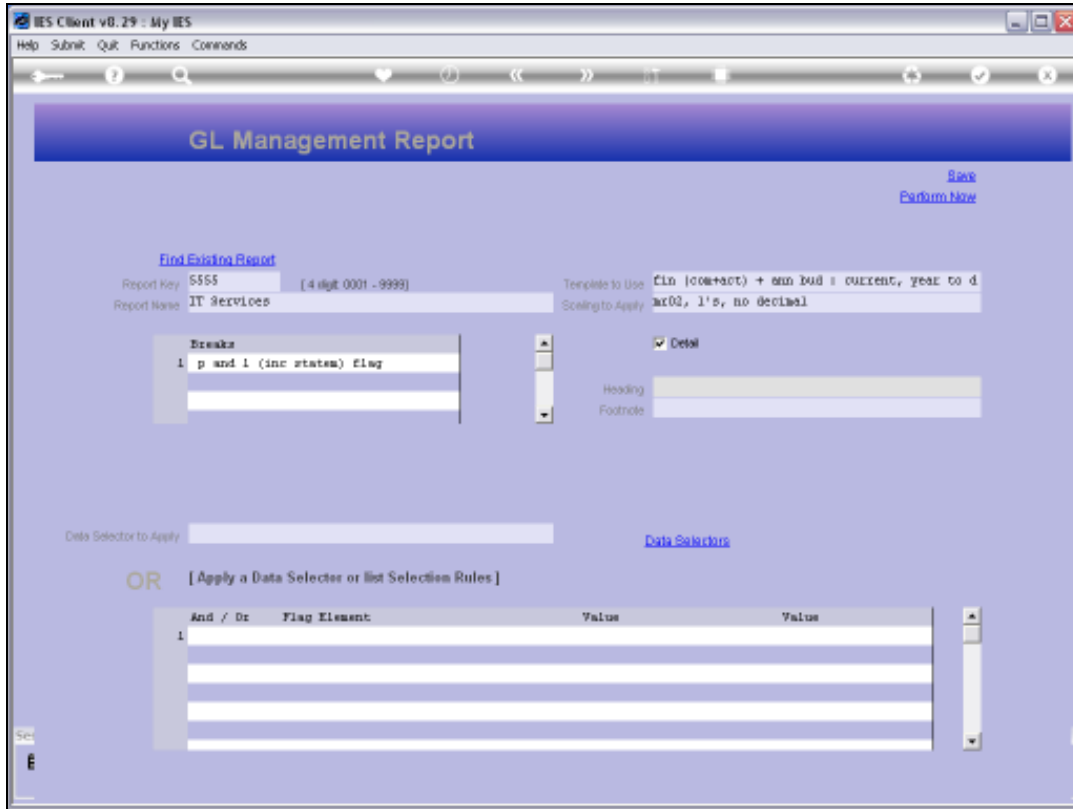
Slide 14

Slide notes:

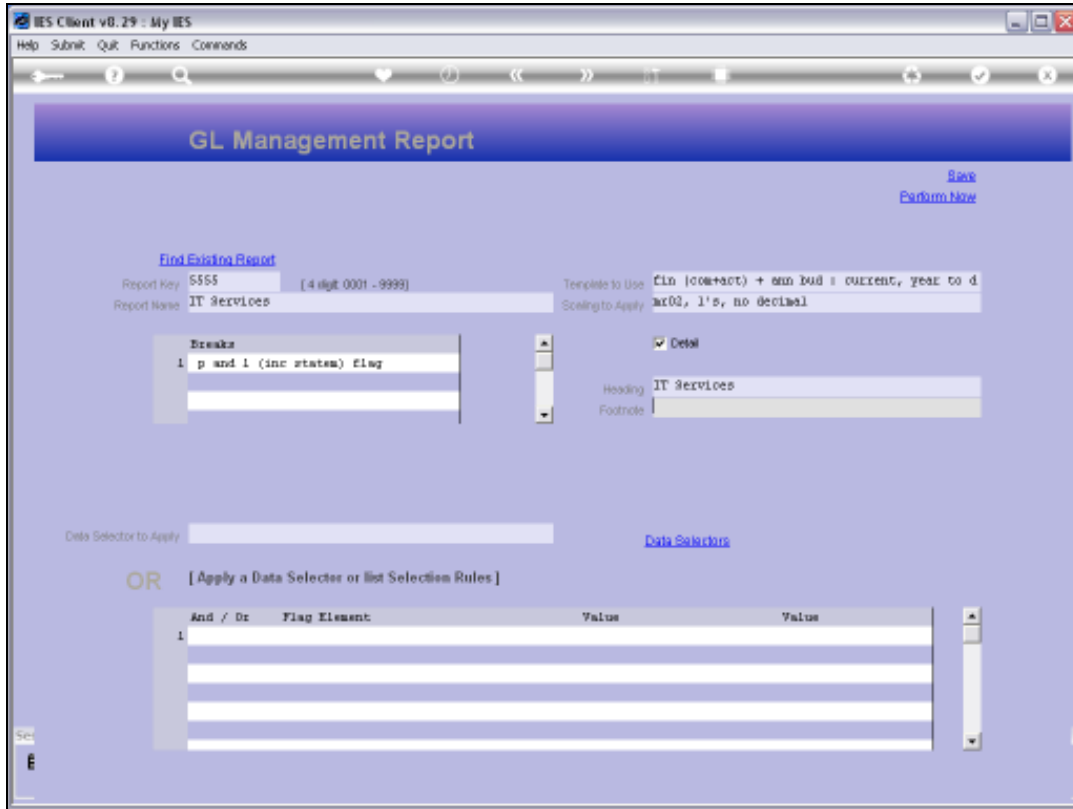


Slide 15

Slide notes: We choose a Report Heading.

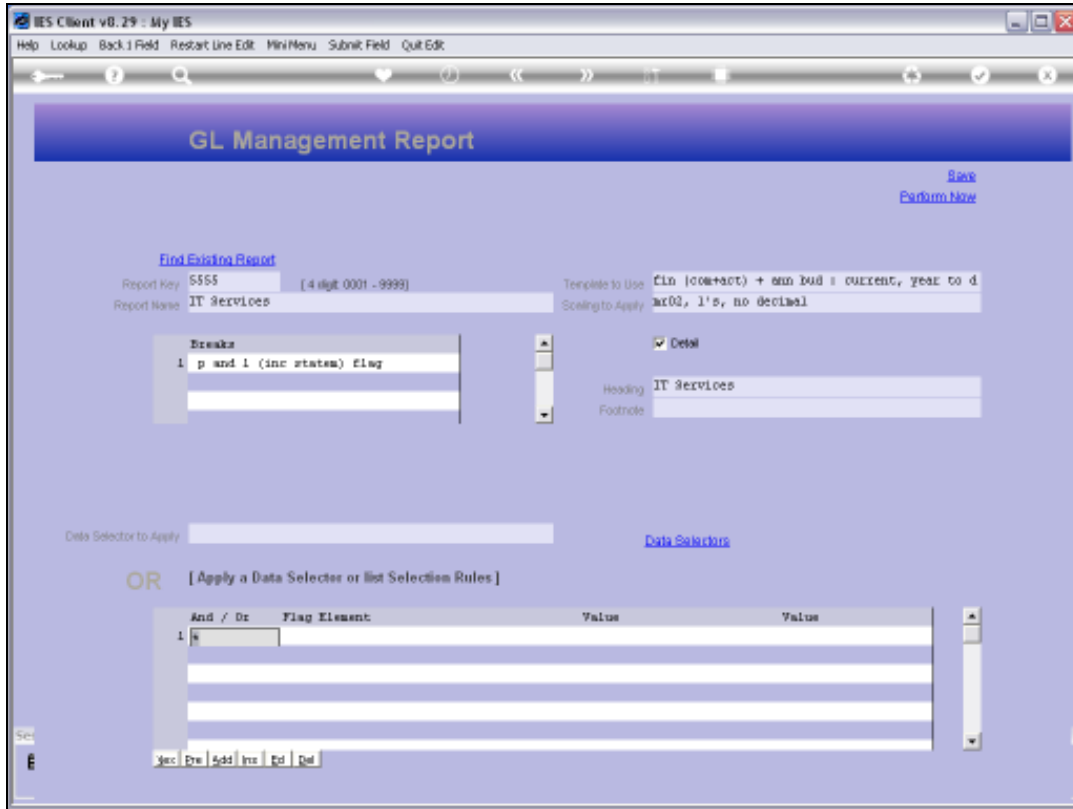


Slide 16
Slide notes:



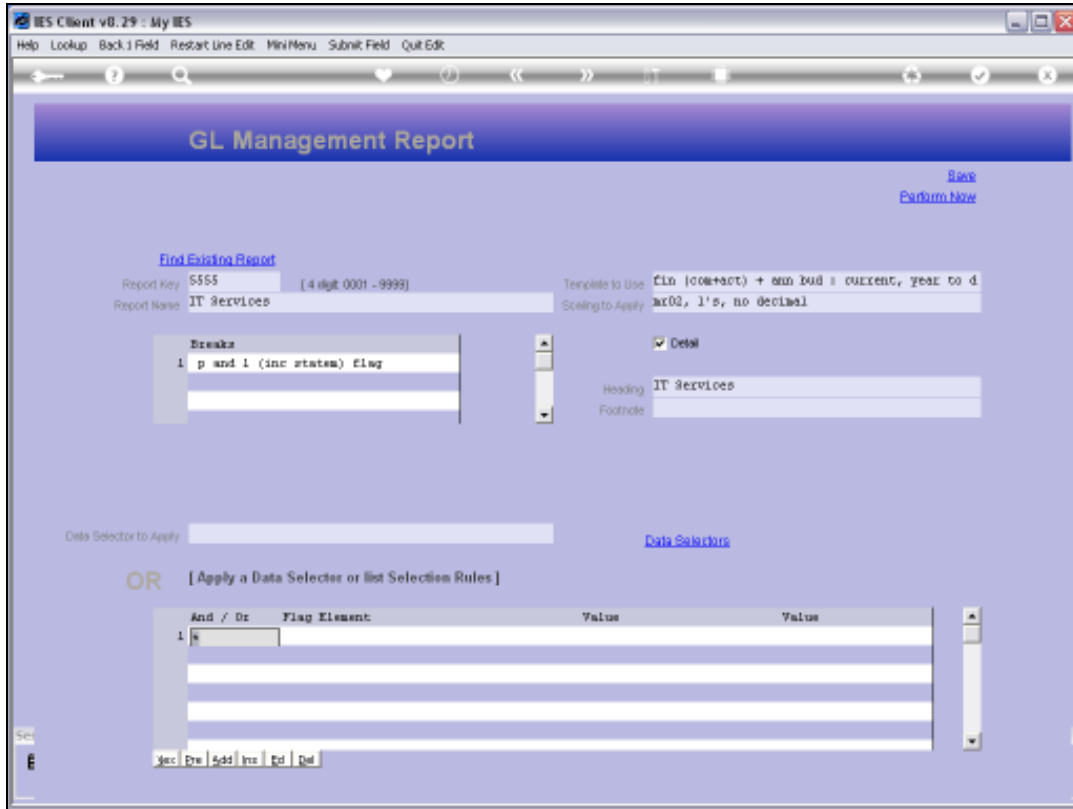
Slide 17

Slide notes: We can also use a Footnote if we want.

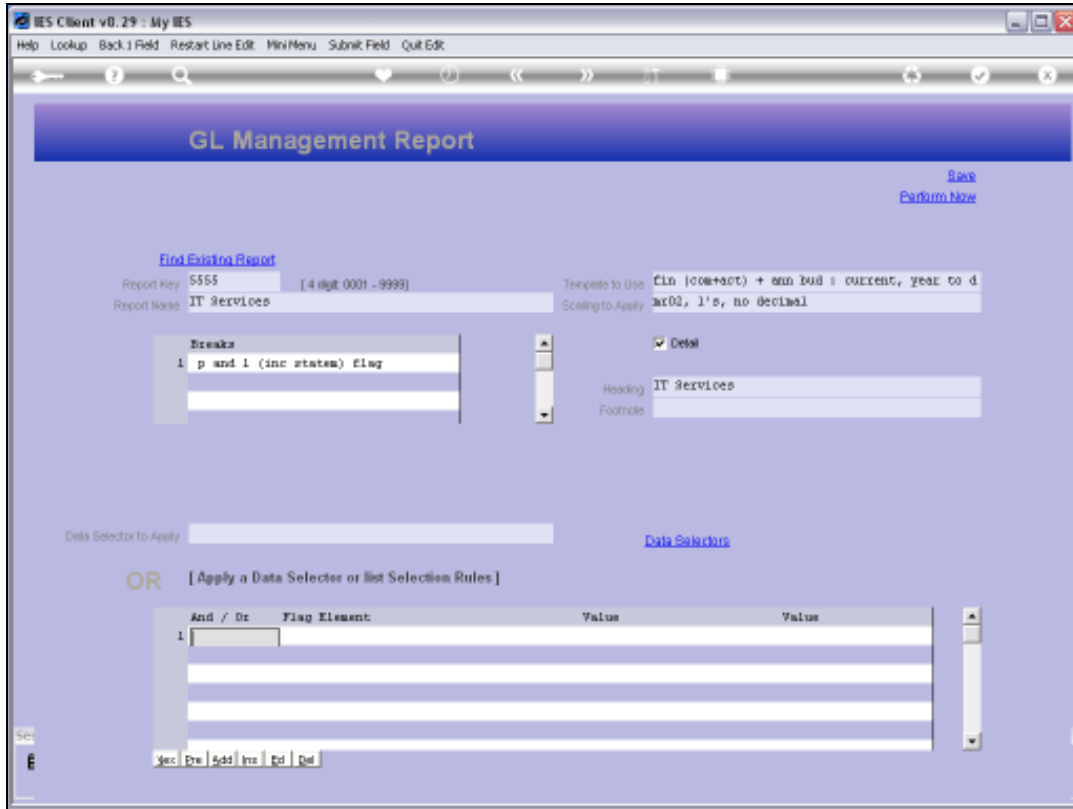


Slide 18

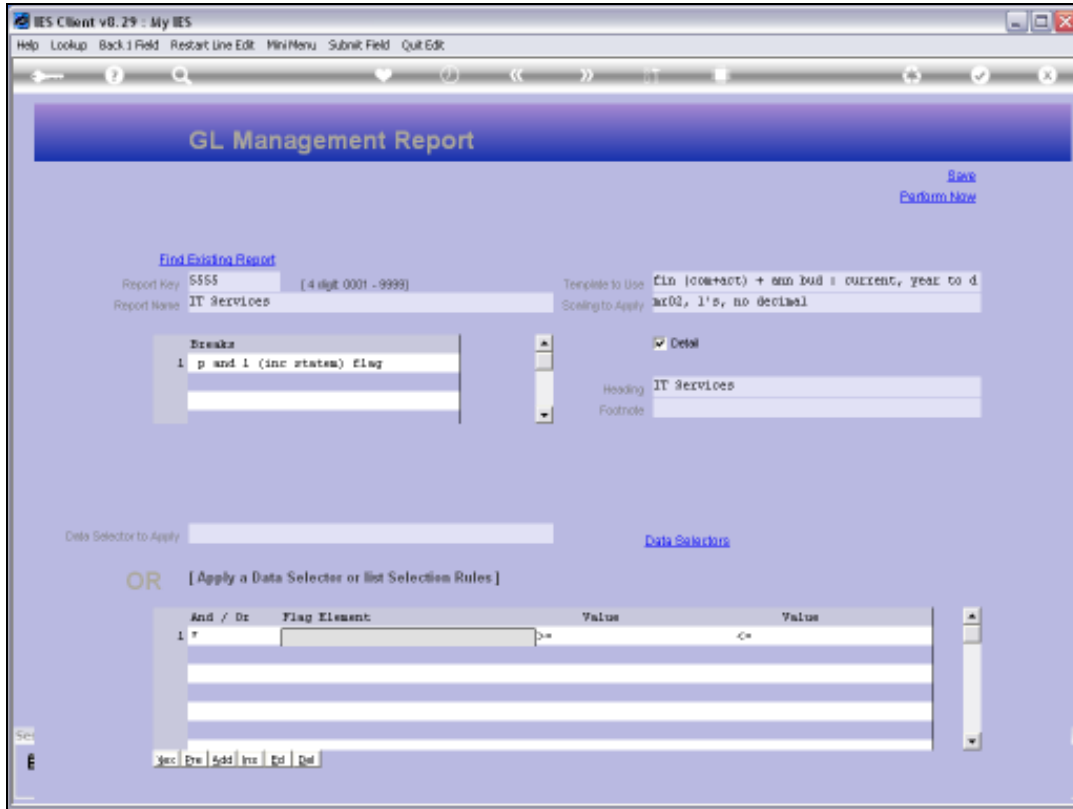
Slide notes: And we need to select the Accounts that will be included in the Report. We can do it by using a standard Data Selector, or we can state our selection Criteria 'on the fly', which is the preferred method.



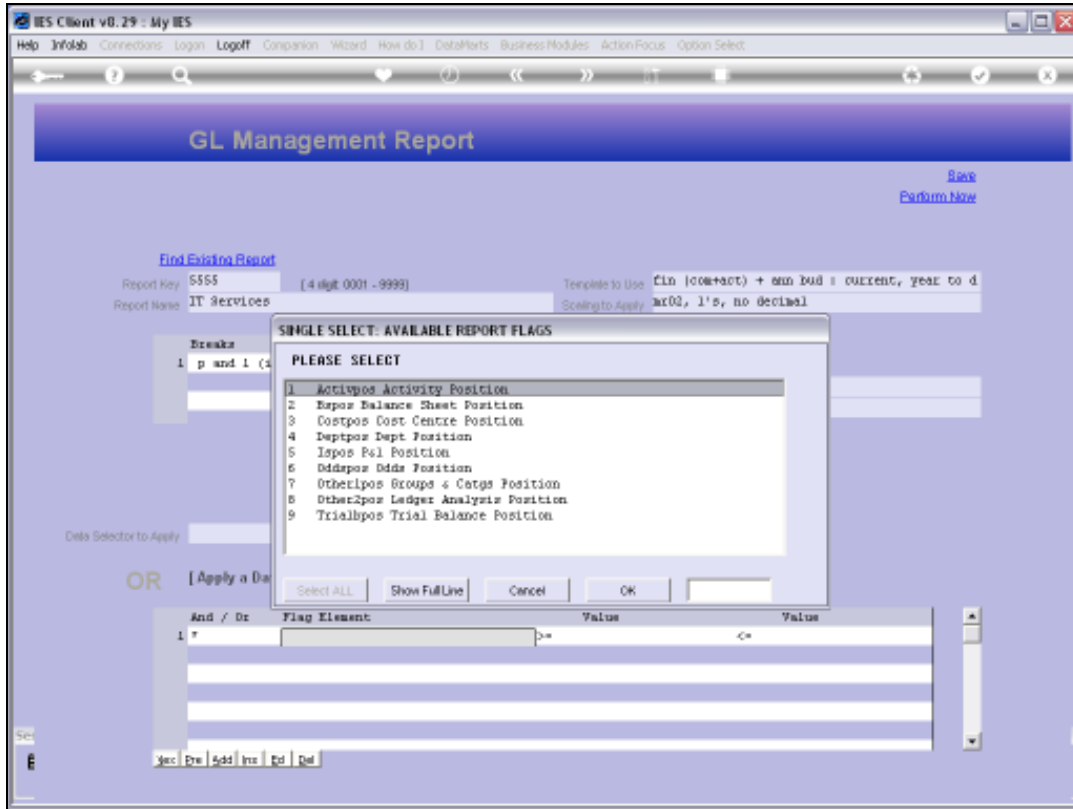
Slide 19
Slide notes:



Slide 20
Slide notes:

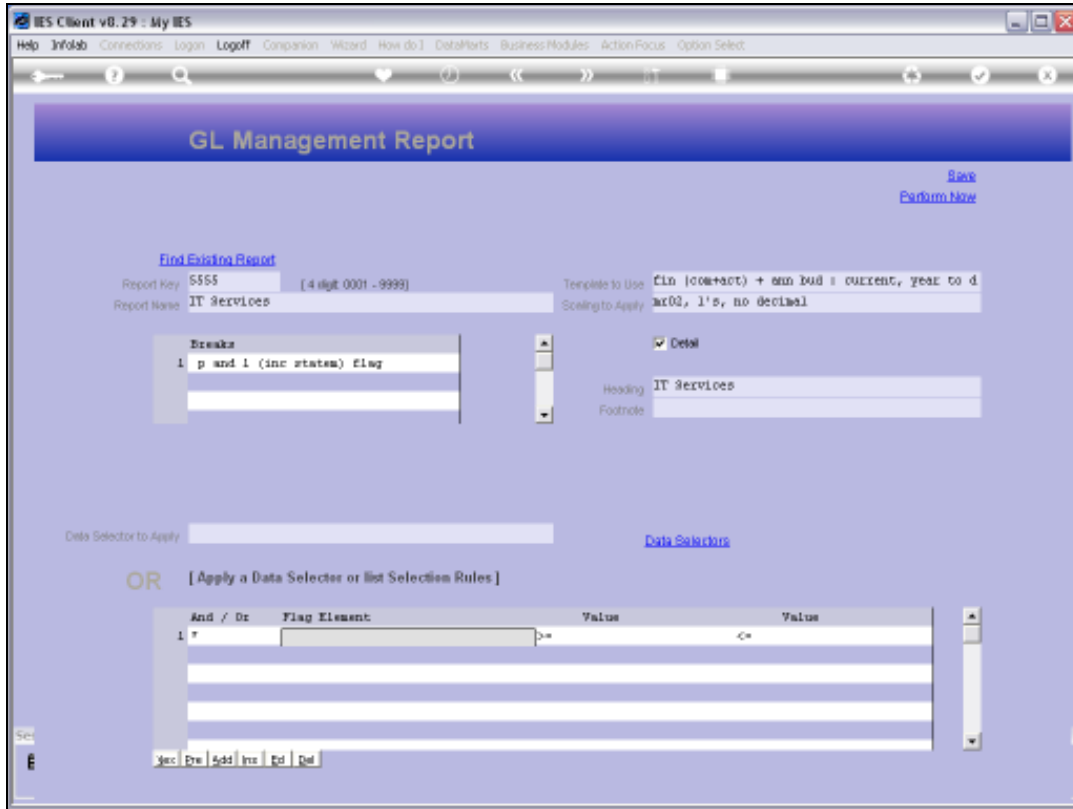


Slide 21
Slide notes:

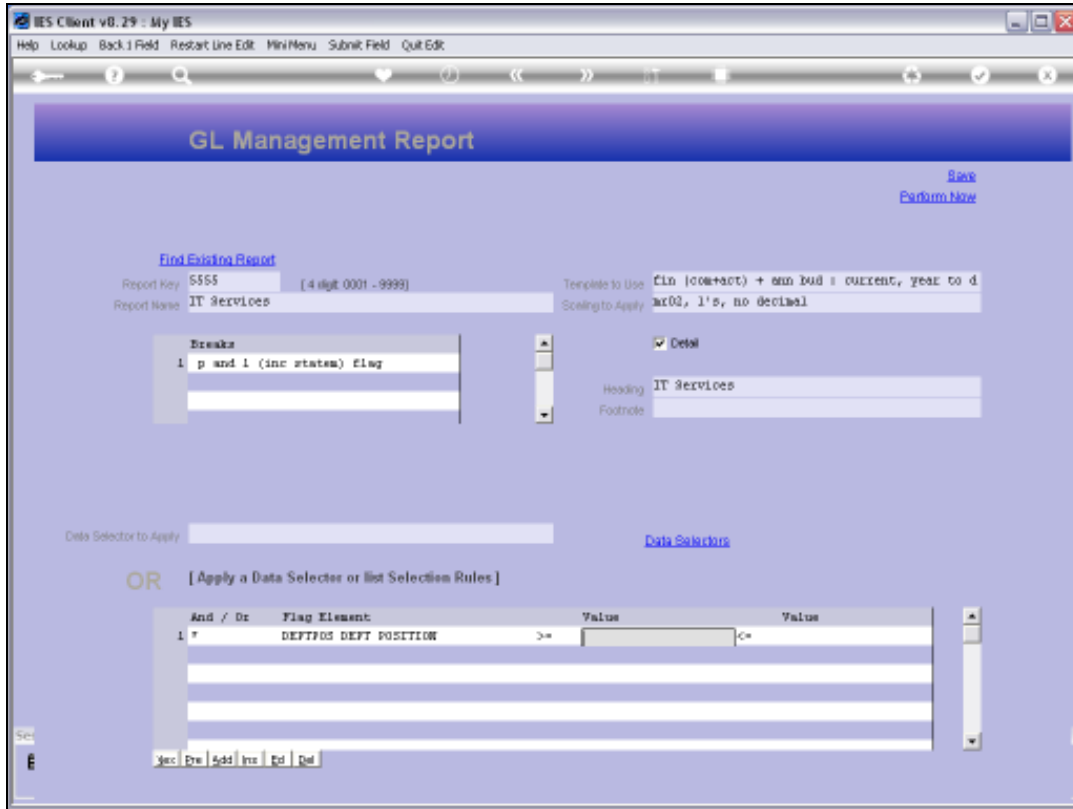


Slide 22

Slide notes: We select a Flag Element to use as Criteria, and then we state the lower and upper end of the Range we are looking for.

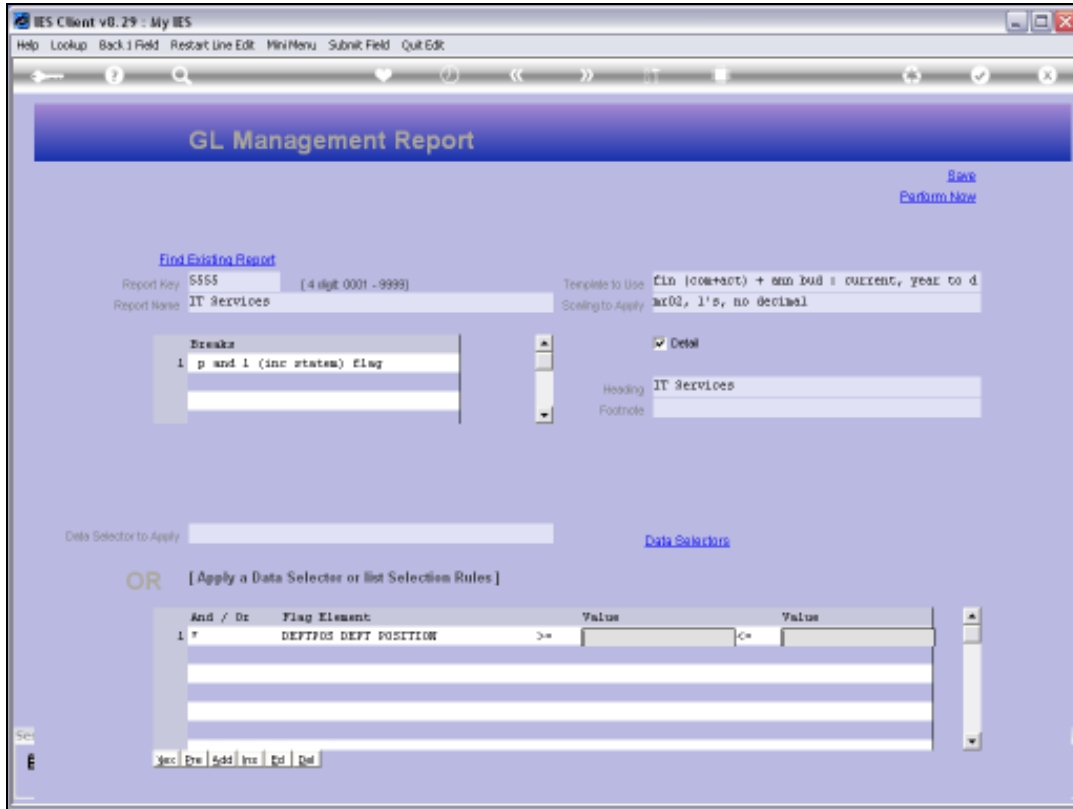


Slide 23
Slide notes:

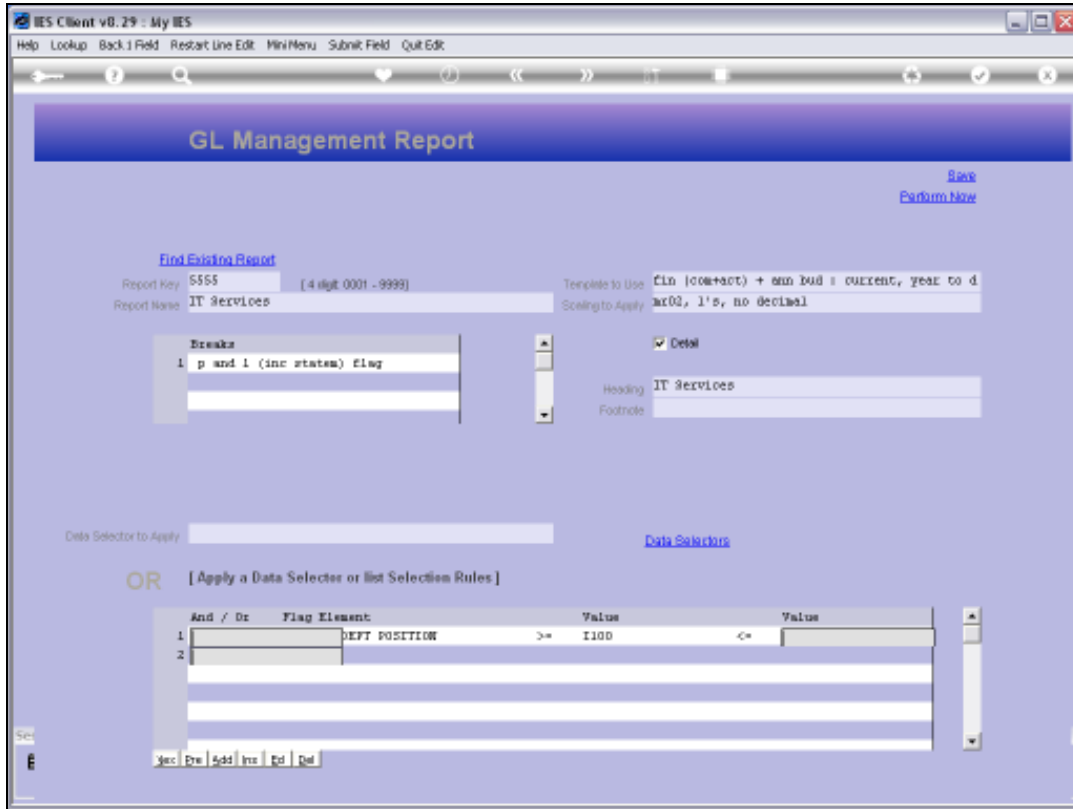


Slide 24

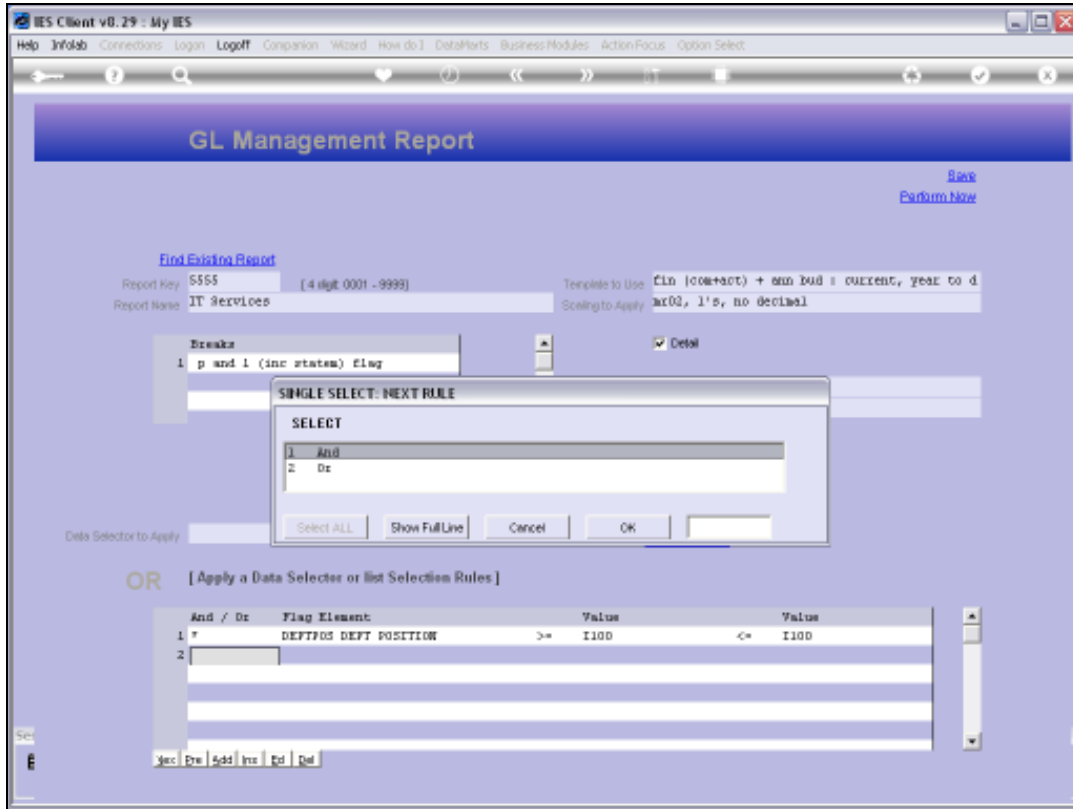
Slide notes: In this case, we want all Accounts for Department I100.



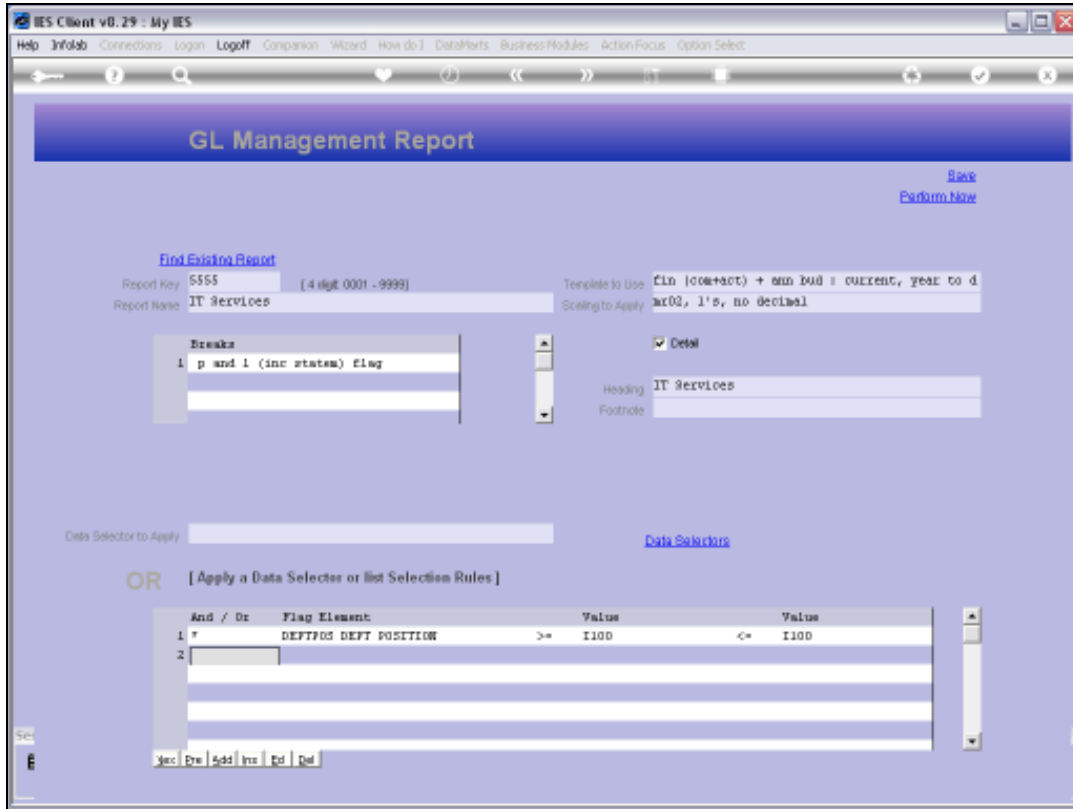
Slide 25
Slide notes:



Slide 26
Slide notes:

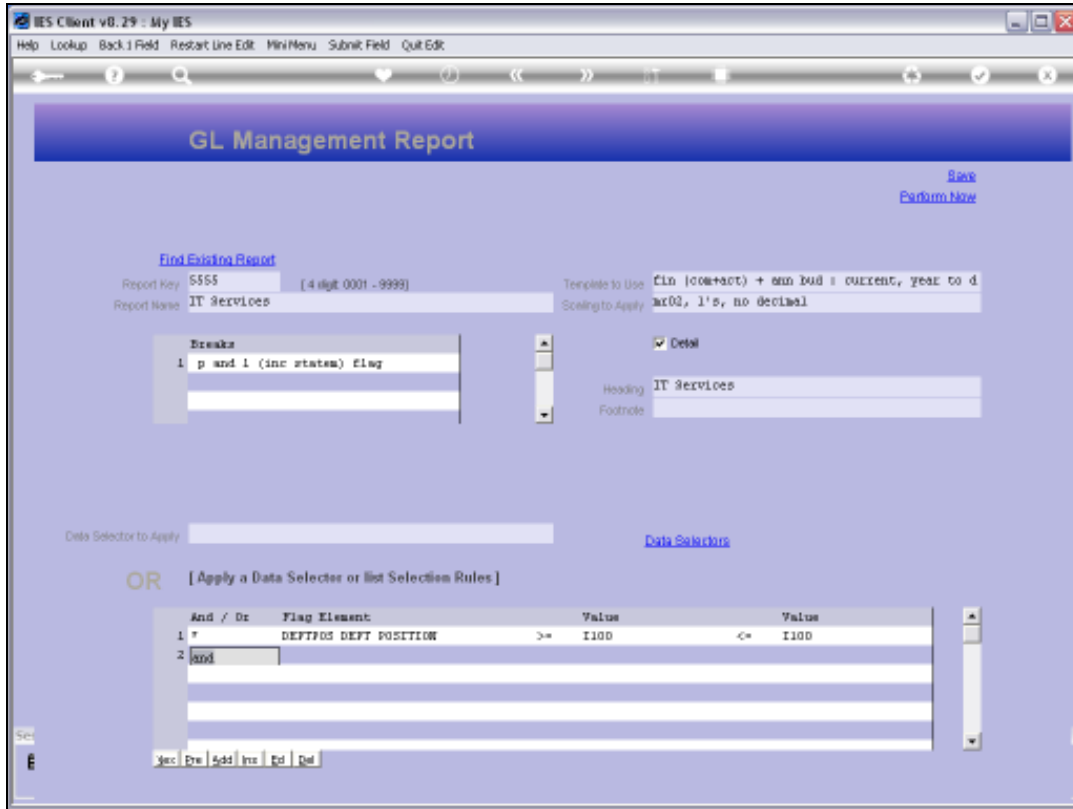


Slide 27
Slide notes:



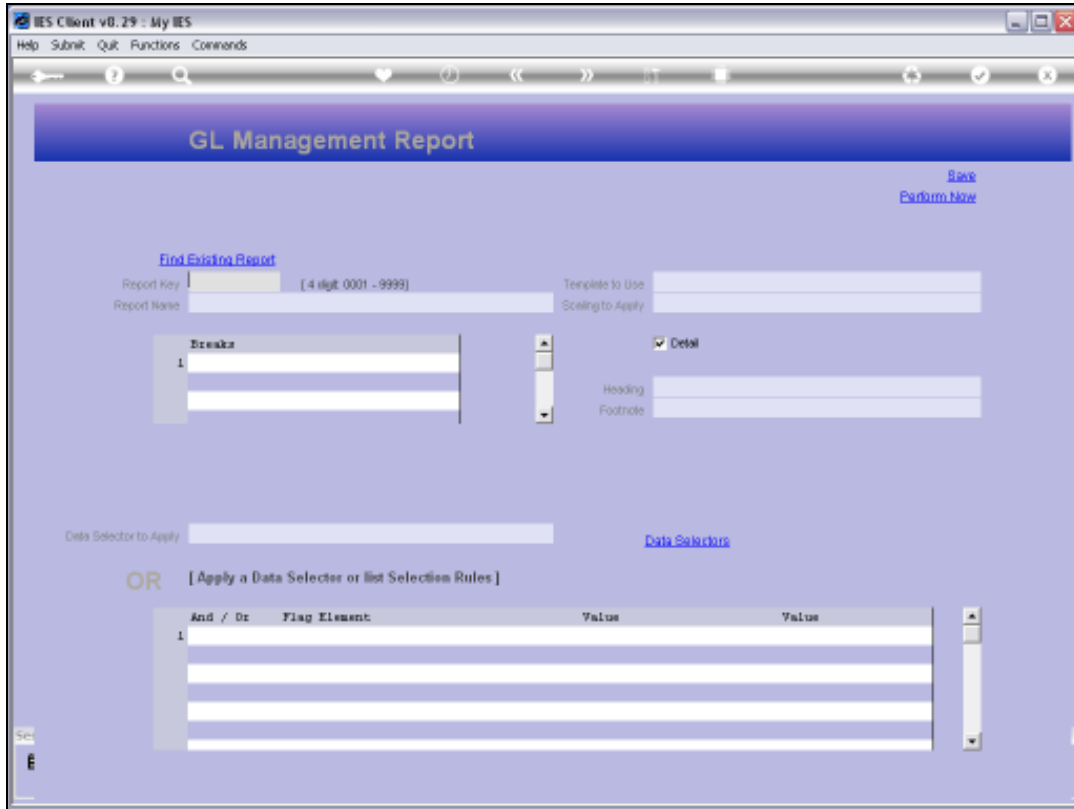
Slide 28

Slide notes:

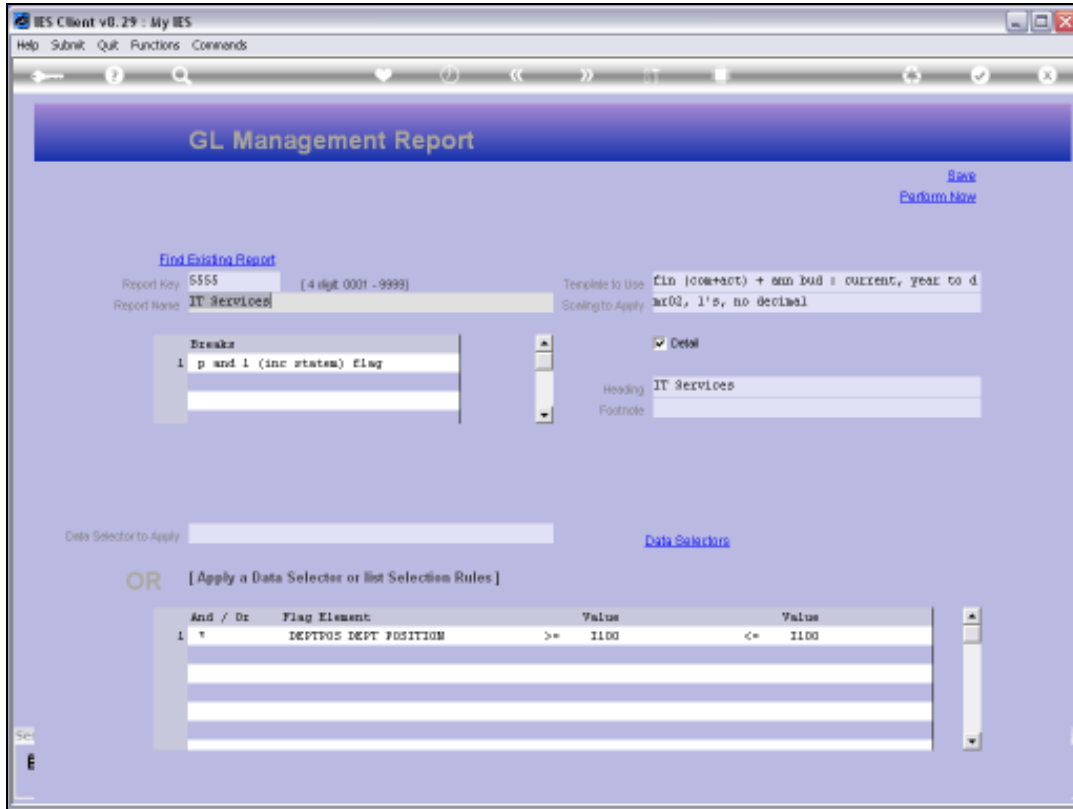


Slide 29

Slide notes: After defining a Report for the 1st time, we will SAVE it.

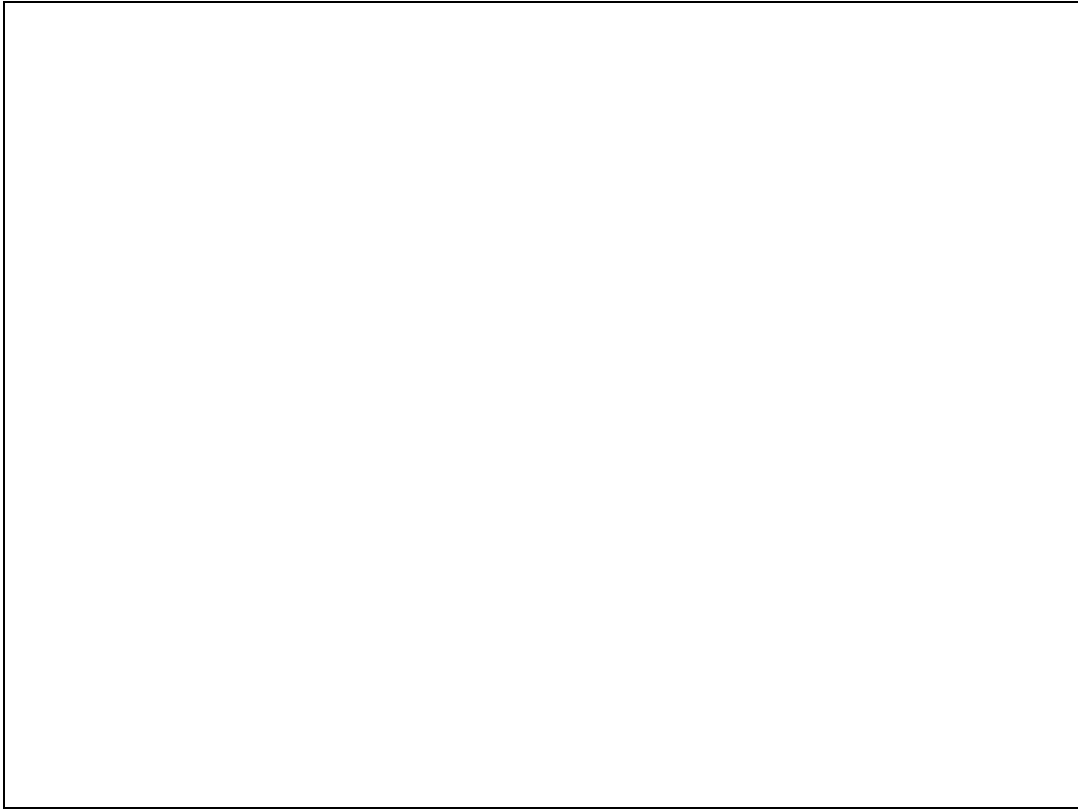


Slide 30
Slide notes:



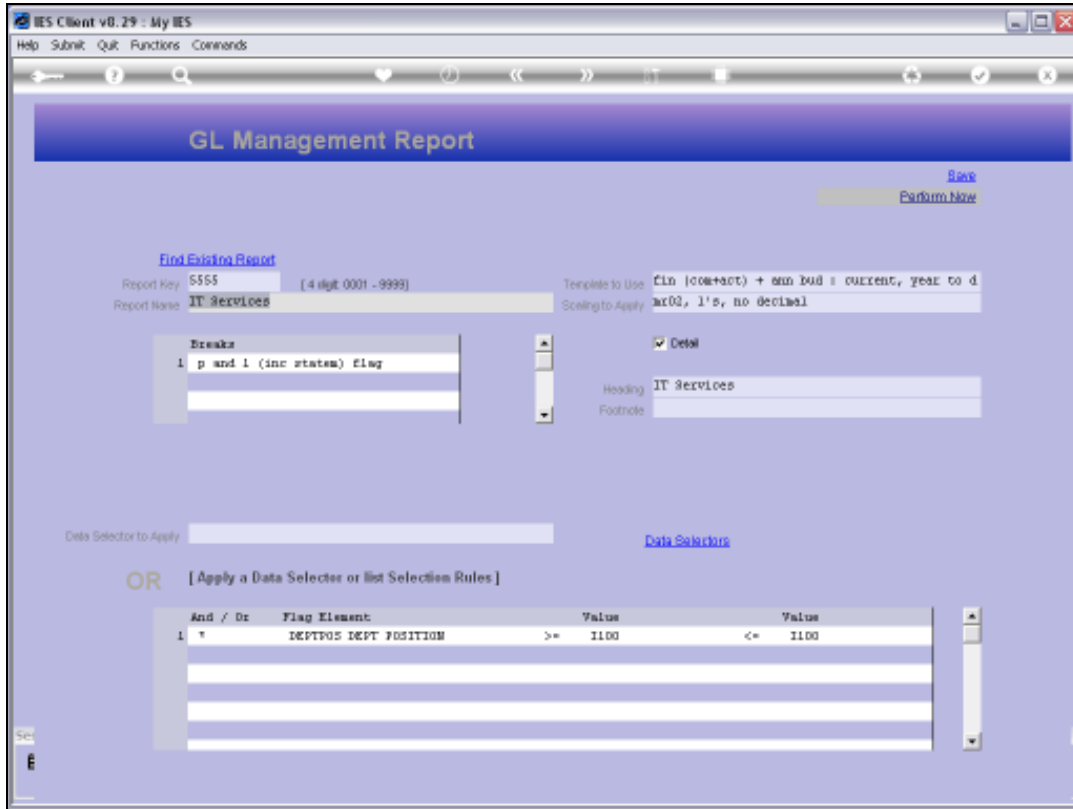
Slide 31

Slide notes: Now we recall the Report and test it.

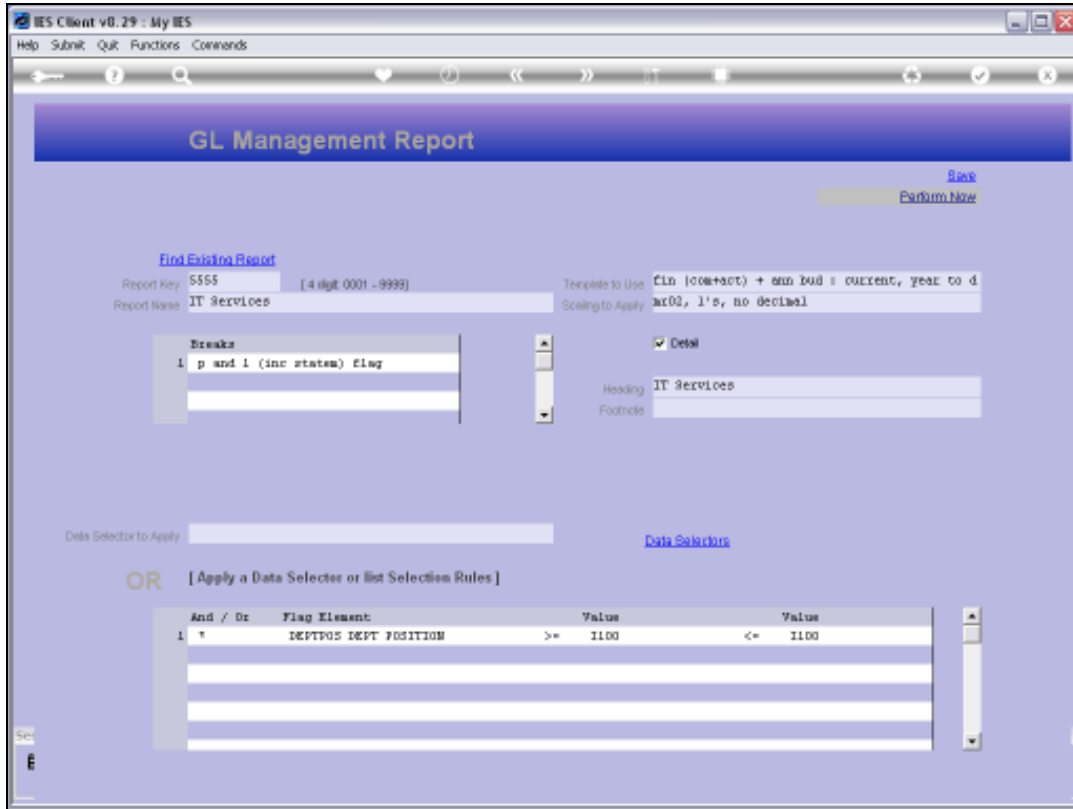


Slide 32

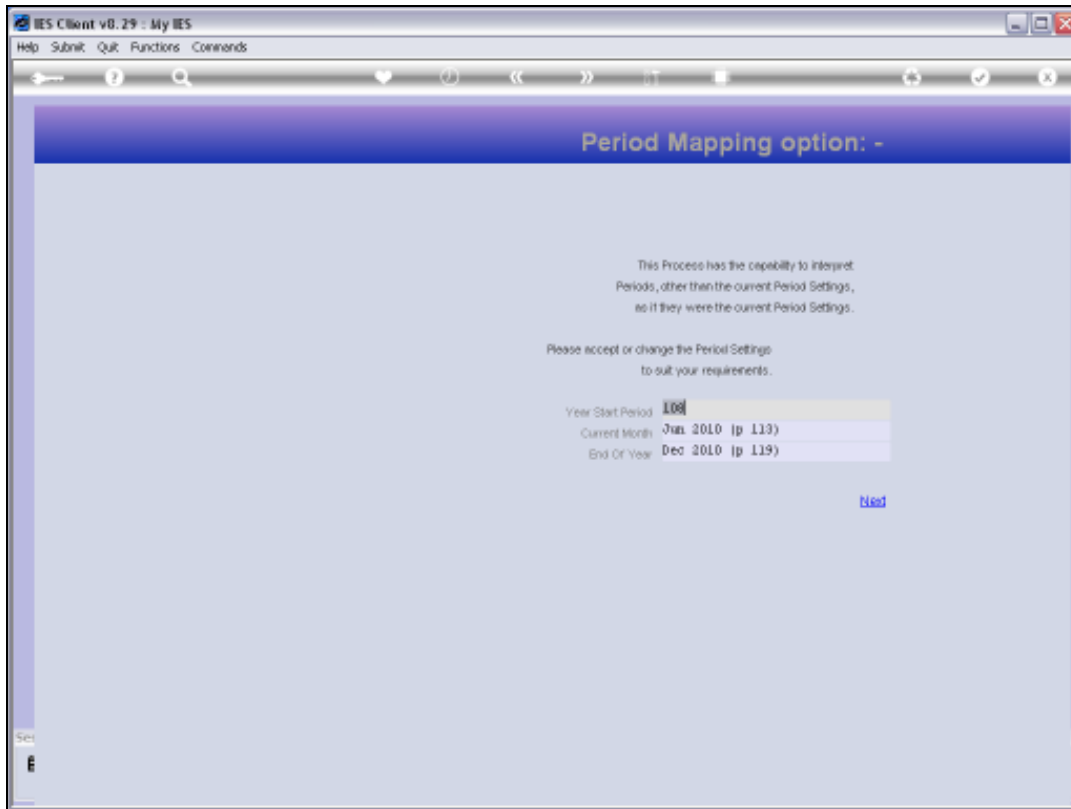
Slide notes:



Slide 33
Slide notes:

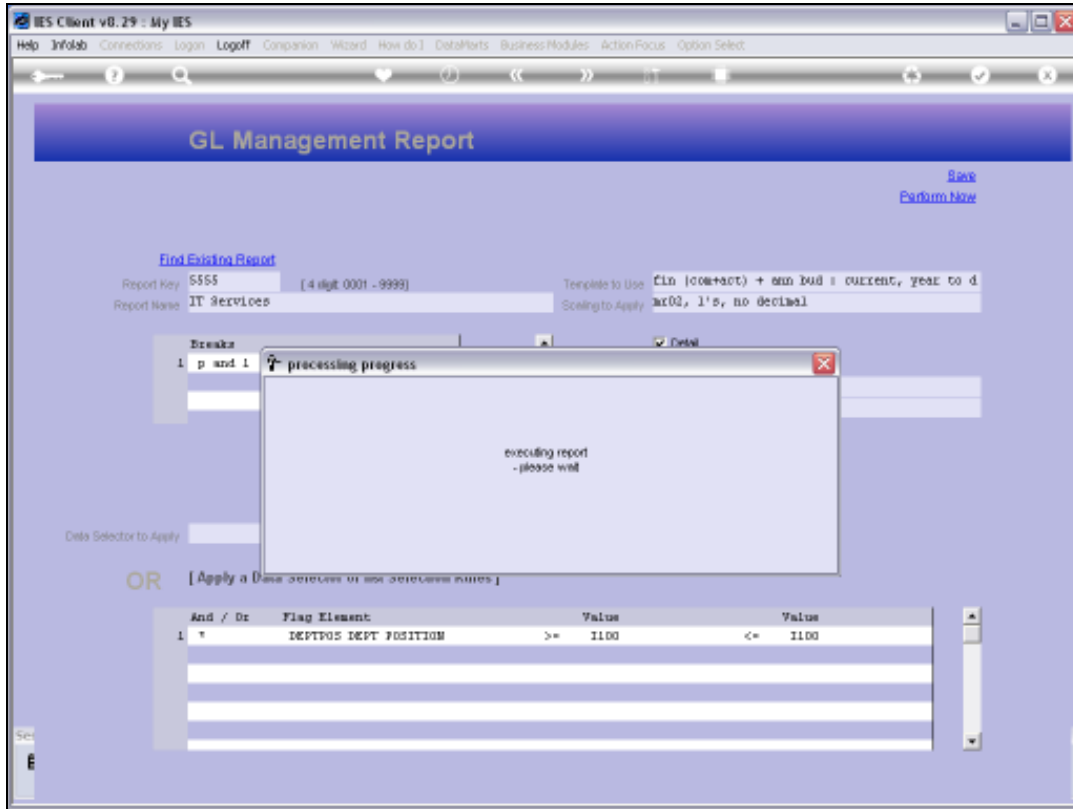


Slide 34
Slide notes:

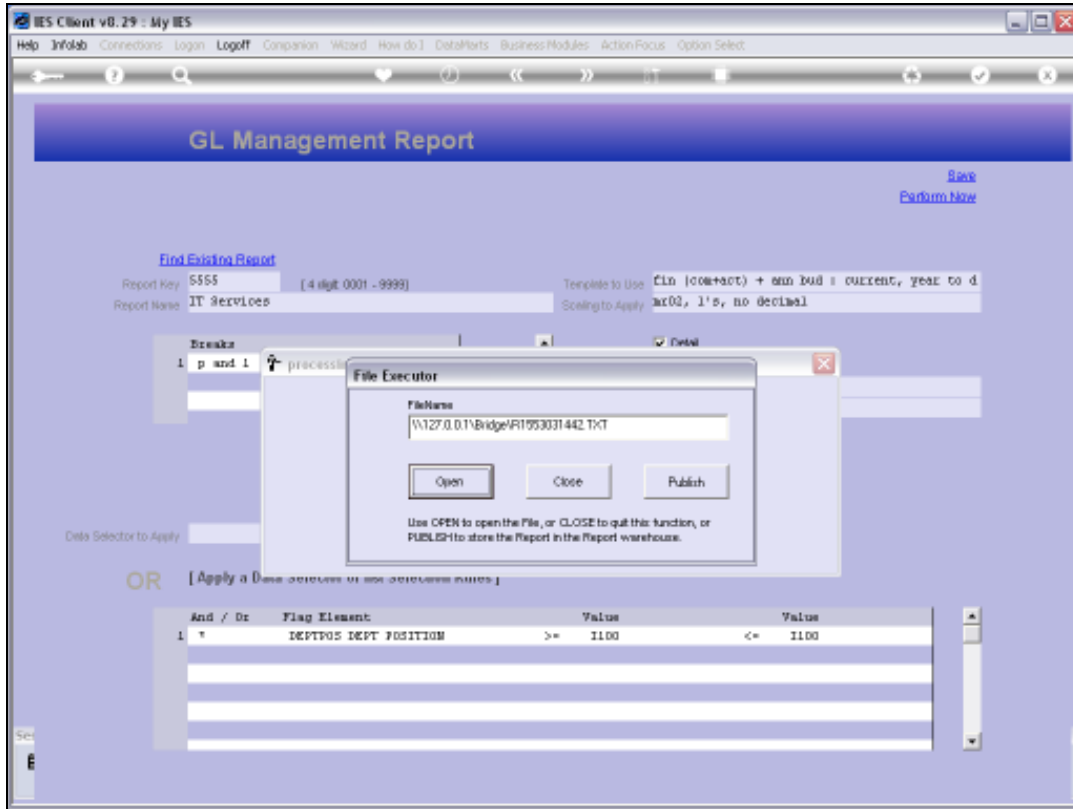


Slide 35

Slide notes: The GL Management Reports automatically have the Period Mapping option so that they can be performed for any Period range of our choice.



Slide 36
Slide notes:



Slide 37
Slide notes:

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page 1 Financials Displayed As 1's, no decimal Jan 2010 - Jun 2010

Dunay Hoops Inc.

IT Services

	ordered	committed	current actual	budget	variance	****
11-00-00-5001 Salaries	0	----->	0	0	0	
11-00-00-5002 Overtime	0	----->	0	0	0	
11-00-00-5002 Pension	0	----->	27,710	28,750	1,040	
11-00-00-5004 Medical	0	----->	32,500	40,250	6,750	
11-00-00-5005 Travel	0	----->	0	0	0	
11-00-00-5006 Benefits	0	----->	21,221	22,000	1,779	
11-00-00-5007 Staff Catering	0	----->	15,700	17,250	1,550	
11-00-21-5001 Salaries	0	----->	50,000	52,700	2,700	
11-00-21-5002 Overtime	0	----->	10,222	11,500	1,278	
11-00-21-5005 Travel	0	----->	0	0	0	
11-00-22-5001 Salaries	0	----->	11,500	115,000	103,500	
11-00-22-5002 Overtime	0	----->	0	0	0	
11-00-22-5005 Travel	0	----->	40,250	40,250	-200	
11-00-23-5001 Salaries	0	----->	46,554	47,000	446	
11-00-23-5002 Overtime	0	----->	16,500	11,500	-5,000	
11-00-23-5005 Travel	0	----->	0	0	0	
11-00-24-5001 Salaries	0	----->	50,445	57,500	-945	
11-00-24-5002 Overtime	0	----->	0	0	0	
11-00-24-5005 Travel	0	----->	50,442	46,000	-4,442	

501 Personnel	0	----->	402,244	510,792	108,448	

11-00-00-5101 Internet	0	----->	2,500	2,450	-50	
11-00-00-5102 Telephone	0	----->	7,222	6,900	-322	

502 Communications	0	----->	10,722	10,250	-472	

11-00-00-5201 Stationery	0	----->	2,657	2,450	792	
11-00-00-5202 Office Rental	0	----->	12,500	12,600	1,300	
11-00-00-5202 Electricity	0	----->	4,441	4,600	159	

503 Office	0	----->	19,598	21,650	2,252	

11-00-00-5410 Computers	0	----->	0	22,000	22,000	
11-00-00-5411 Software	0	----->	0	11,500	11,500	
11-00-00-5412 Licenses	0	----->	0	5,750	5,750	

504 Information Technology	0	----->	0	40,250	40,250	

11-00-00-5521 Support Subsidy	0	----->	-124,000	-124,000	0	

Slide 38

Slide notes: And here we have a result.

R1553031442.TXT - Notepad

File Edit Format View Help

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page 1 Financials Displayed As 1's, no decimal Jan 2010 - Jun 2010

Dunay Hoops Inc.

IT Services

	ordered	committed	current actual	budget	variance	****
11-00-00-1001 Salaries	0	----->	0	0	0	
11-00-00-1002 Overtime	0	----->	0	0	0	
11-00-00-1002 Pension	0	----->	27,710	28,750	1,040	
11-00-00-1004 Medical	0	----->	32,500	40,250	6,750	
11-00-00-1005 Travel	0	----->	0	0	0	
11-00-00-1006 Benefits	0	----->	21,221	22,000	1,779	
11-00-00-1007 Staff Canteen	0	----->	15,700	17,250	1,550	
11-00-21-1001 Salaries	0	----->	50,000	52,700	2,700	
11-00-21-1002 Overtime	0	----->	10,222	11,500	1,278	
11-00-21-1005 Travel	0	----->	0	0	0	
11-00-22-1001 Salaries	0	----->	11,500	115,000	103,500	
11-00-22-1002 Overtime	0	----->	0	0	0	
11-00-22-1005 Travel	0	----->	40,250	40,250	-200	
11-00-23-1001 Salaries	0	----->	46,554	47,000	446	
11-00-23-1002 Overtime	0	----->	16,500	11,500	-5,000	
11-00-23-1005 Travel	0	----->	0	0	0	
11-00-24-1001 Salaries	0	----->	50,445	57,500	-7,055	
11-00-24-1002 Overtime	0	----->	0	0	0	
11-00-24-1005 Travel	0	----->	50,442	46,000	-4,442	

501 Personnel	0	----->	402,244	510,792	108,448	

11-00-00-1101 Internet	0	----->	2,500	2,450	-50	
11-00-00-1102 Telephone	0	----->	7,222	6,900	-322	

502 Communications	0	----->	10,722	10,250	-472	

11-00-00-1201 Stationery	0	----->	2,657	2,450	792	
11-00-00-1202 Office Rental	0	----->	12,500	12,600	1,300	
11-00-00-1202 Electricity	0	----->	4,441	4,600	159	

503 Office	0	----->	19,598	21,650	2,252	

11-00-00-1410 Computers	0	----->	0	22,000	22,000	
11-00-00-1411 Software	0	----->	0	11,500	11,500	
11-00-00-1412 Licenses	0	----->	0	5,750	5,750	

504 Information Technology	0	----->	0	40,250	40,250	

11-00-00-1521 Support Subsidy	0	----->	-104,000	-104,000	0	

Slide 39

Slide notes: The GL Report Writer is limited in the layouts that are possible, but it lends itself to the quickest and easiest method to produce useful GL Management Reports - nothing else can create a new Report this fast! For other formats and layouts, we can also use Document Writer to create the Reports we want. In the other tutorials for the GL Writer, we will look at some of the aspects in more detail.