

- My Plans
- Data Entries
- Dashboard
- Custom Dashboards
- Revenues Dashboard
- Management Dashboard
- Reports
- Reports Exago
- Consolidations
- Settings
- Log Out

MY PLANS | SHARED PLANS

ADD PLAN | Sort by: [dropdown]

Search a plan [input] [search icon]

Widget Products & Services (Created : Jun 16, 2020)
Company 1

1 PLAN SETUP | BASIC SETUP | REVENUE MODELS | MARKETING SPLIT | COMPANY STRUCTURE | VAT, GST & CORP TAX SETUP | IMPORT | USER ACCESS | EDIT RIGHTS | COPY PLAN | DELETE PLAN

Plan Setup

Basic configuration

2 Start Date: June 2020 | 3 Forecast Length in Years: 2 | 4 Is this a start up business? No

Colour Scheme

5 Chart Colour One: [dark blue] | Chart Colour Two: [orange] | Chart Colour Three: [light blue] | Chart Colour Four: [green]

6 Currency & Tax Configuration

United Kingdom | British Pound

7 Reporting Configuration

Exchange Currency: British Pound | Report Exchange Rate: £1.00

8 Accounts Payable Configuration

Global Accounts Payable Profile

SAVE

Once the plan is created it will prompt you with the **1 "Plan Setup"** tab. With in this section it enables the user to alter and enter the basic configuration for the plan.

2 Set the **"Start Date"** of the plan and **3** enter how many years you would like to forecast for. If the company is a **4** start up business then click on the switch so that it appears **"Yes"**. This will suppress the opening balance information within the **"Data Entries"** page. If this section is left as **"No"** this will keep the opening balance information.

5 **"Colour Scheme"** section enables you to assign your company colours which will reflect on the Dashboards. When clicking on one of the bars, this will prompt a custom colour palette where you can enter your **R:G:B** from the company brand guidelines.

6 Within the **"Tax Configuration"**, start by selecting a country in the drop down list. The currency will automatically be assigned for the UK, USA, EU countries, Japan, China, Mexico and Argentina. For any other countries, please select the most appropriate currency symbol.

7 **"Reporting Configuration"** is where you can run the reports in an alternate currency by selecting the revised currency and exchange rate.

8 For the **"Accounts Payable Configuration"** there is two options from the drop down list which are **"Global Accounts Payable Profile"** and **"Line By Line Accounts Payable Profile"**.

If Global Profile is selected then it will use an estimate of the average payments made in each of the months following the creation of the original transaction. Global Profile has the ability to extend payment terms up to 12 months.

If Line By Line is selected then the user will be able to specify the terms individually for each overhead. The Line By Line option for payment terms is limited up to 4 months.