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You can read the recommendations in the user guide, the technical guide or the installation guide for BUSINESS OBJECTS PLANNING 10.8. You'll find the answers to all your questions on the BUSINESS OBJECTS PLANNING 10.8 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

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BusinessObjects Cash Flow Analyzer Resource
Guide

Business Objects Planning 10.8



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6 BusinessObjects Cash Flow Analyzer Resource Guide Cash Flow Analyzer Basics Executing Cash Flow Analyzer Cash Flow Analyzer can be executed in two different ways: Sequential Processing.

Selecting Plan > Prepare Sequential calculates the cash flows for your entire organization. Cash Flow Analyzer processes each cost center sequentially and posts the results to the CashFlow data source. This is typically performed to generate cash flow data to be used in the budgeting or forecasting process. For more information, see "Sequential Processing of Cash Flow Analyzer" on page 19. Interactive Processing. Clicking the Calculate Cash Flows button on the Report Sheet calculates the cash flows for a single cost center. The specific cost center to be processed and whether the resulting cash flow data is saved to the database is determined by settings on the Setup Sheet. This type of processing is typically performed for ad hoc analysis. Security Considerations The right to see the Cash Flow Analyzer menu item depends on either Report - Update or Utilities access rights. This is determined at implementation.

If you are unsure which BusinessObjects Cash Flow Analyzer Resource Guide 7 Setting Up Cash Flow Analyzer security setting that your Cash Flow Analyzer is set to, or if you would like to change the setting, contact Support. In all cases, users must have report access rights to run the Cash Flow Analyzer.

Setting Up Cash Flow Analyzer Cash Flow Analyzer has been set up to your precise requirements. Most of the initial settings that are needed to run Cash Flow Analyzer effectively were taken care of during your implementation. This section provides a brief overview of these issues.

Import Utilities Your consultant has set up one or more import utilities to bring the instrument-level detail into your Business Objects Planning system. These utilities can be found under Utilities on the Plan menu or the Treeview. The names of these utilities are particular to your installation. Data Sources To enable Cash Flow Analyzer, your consultant has set up two additional data sources for your Business Objects Planning system. When the instrument data is imported into Business Objects Planning, it is saved into the InstrumentDetail data source.

The second data source, CashFlow, accepts the results of the Cash Flow Analyzer calculations. Cash Flow Analyzer queries the InstrumentDetail data source for the transactional information, performs the cash flow calculations, and then posts the results to the CashFlow data source to maintain the integrity of the transactional detail. Typically, several CashFlow records are created from one InstrumentDetail record. For example, an ending balance, runoff balance and runoff rate record might be created from a single InstrumentDetail record. While the data source names may be different for your implementation, for the purposes of this manual we will use the terms InstrumentDetail and CashFlow. Field Derivation or Field Mapping Occasionally field values in your source system(s) may not directly coincide with the field required for Cash Flow Analyzer. In this case, your consultant will setup the necessary field mapping or derivation logic to be executed either during the initial import into Business Objects Planning or during Cash Flow Analyzer processing using the FieldMap Sheet. Your training will cover this field mapping/derivation if it is utilized in your system. The field mapping/derivation may need to be updated from time to time if source information changes. Report Sheet The structure and calculations of the Cash Flow Analyzer Report Sheet have been setup to your specifications by your implementation consultant.

The information displayed on this sheet is not static and can be adapted if your needs should change. Please contact Support if there is other information you would like to see displayed on your Cash Flow Analyzer Report sheet. 8 BusinessObjects Cash Flow Analyzer Resource Guide The Cash Flow Analyzer Workbook The Cash Flow Analyzer Workbook The Cash Flow Analyzer workbook is divided into several different sheets. Some of these sheets are standard and appear in every implementation; others are optional and may be implemented depending on your particular needs. The following table describes the contents of each of to indicate which time series Cash Flow Analyzer saves back to within the CashFlow data source. In the current version, Cash Flow Analyzer saves back to the CFlow time series by default. Cash Flow Analyzer calculates the net cash flows starting with the first period following the date of the most recent InstrumentDetail import. For example, if your latest information has August ending balances, the calculation period in your cash flow analysis will start with September. Report Sheet The Report Sheet has two main sections; the Calculation Engine and the Variable Section. The Variable Section is located below the Calculation Engine.

It displays the current subset of data being processed from the InstrumentDetail data source. The Calculation Engine contains formulas that calculate the periodic future cash flows for the active record. Variable Section The Variable Section expands and contracts based on the number of records for the cost center queried. The section uses Business Objects Planning's powerful reporting engine to query the instrument records from your Business Objects Planning database. Certain field values are required for cash flow processing.

Other fields can be brought in for query and reporting purposes. The determination of which fields are to be read into Cash Flow Analyzer is typically reviewed with your Business Objects Planning consultant during implementation. If there are additional fields you would like to have read into Cash Flow Analyzer, please contact Support. BusinessObjects Cash Flow Analyzer Resource Guide 11 The Cash Flow Analyzer Workbook An example Variable Section is shown in the following screenshot: Figure 2-1 Variable Section of the Report Sheet Calculation Engine The top section of the Report Sheet contains the "heart" of the Cash Flow Analyzer the Calculation Engine. When Cash Flow Analyzer is processed, the Calculation Engine sequentially calculates the cash flows for interest, principal, repricing, etc.

, for each record in the Variable Section (see Figure 2-2). Multiple cash flow records are created for each instrument detail record, categorized by data type.

If Cash Flow Analyzer is being sequentially processed, the results of the cash flow calculations are saved to the database (CashFlow data source). If Cash Flow Analyzer is being interactively processed, then the results are posted to the Output Sheet and may also be saved to the database. The Calculation Engine has two main sections; the Instrument Calculation Section and the Cash Flow Calculation Section. Additionally, there are two control buttons at the top of 12 BusinessObjects Cash Flow Analyzer Resource Guide The Cash Flow Analyzer Workbook the Calculation Engine.



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The following screenshot shows an example system with various sections labeled. Figure 2-2 Calculation Engine of the Report Sheet Control Buttons Instrument Detail Row Instrument Calculation Section Cash Flow Calculation Section Control Buttons The Report Sheet has two control buttons: Calculate Cash Flows and Calculate Current Row. Clicking the Calculate Cash Flows button repopulates the Variable Section from the InstrumentDetail data source based on the cost center selected on the Setup Sheet. Cash Flow Analyzer processes each item in the Variable Section through the Calculation Engine.

The Output Sheet is cleared of any data that was previously processed, and then the newly processed cash flow records are posted to the Output Sheet for further analysis or to be saved back to the CashFlow data source. Calculate Current Row is used for ad hoc analysis of a specific instrument.

Pressing Calculate Current Row does not update the Output Sheet. It has different sections for deposit instruments, loans, etc. The cash flows are categorized by data type. Both the number of instrument detail records and the number of cash flow records per detail record will determine the number of records on the Output Sheet. Note: If the number of records generated by the Report Sheet calculations exceeds the row limit of the Output Sheet, the system will fill the Output sheet to its limit and then inform you that not all records are displayed on the sheet. If Save to Database was set to Yes, all generated cash flow records are saved to the database, regardless of whether they are displayed on the Output Sheet. The Output Sheet has two main sections, the Summary Section and the Cash Flow Analyzer Results Section. The following screenshot shows an example: Figure 2-3 Output Sheet Summary Section Results Section Cash Flow Analyzer Results Section This section displays the results of the cash flow calculations made on the Report Sheet.

This example system calculated the following "Data Types" for each record in the InstrumentDetail data source. Keep in mind that your system may calculate different fields and/or use different naming conventions. BusinessObjects Cash Flow Analyzer Resource Guide 15 The Cash Flow Analyzer Workbook Monthly principal cash flow (RunDol) Annualized interest associated with the runoff principal (RunInt) Repricing balance (RprcBal) Annualized repricing rate (RprcInt) Annualized transfer rate associated with runoff (RunFTP) Annualized transfer rate associated with repricing (RprcFTP) The following screenshot shows a portion of the Results Section, with the data type designations. Data type is maintained as a dimensional element of the CashFlow data source (Dtype or DataType), to differentiate the data types as they relate to future cash flows. Figure 2-4 Cash Flow Results on the Output Sheet You can see that each record processed on the Report Sheet has been posted to the Output Sheet multiple times one for each different data type.

Some instruments may have additional records to accommodate multiple repricing dates. Summary Section At the top of the Output Sheet is a summary section recapping the results posted in the Results Section. This section displays the ending balances, runoff balances, etc., for the current cost center processed. Your system might house additional rows in the summary section based on your requirements.

Filtering the Cash Flow Results The Output Sheet uses enhanced Excel filtering, making Cash Flow Analyzer a powerful analytical tool. You can filter any column of the Output Sheet results by clicking on the arrow and selecting the specific element in that column that you want to filter the list by. Once the list has been filtered, click the Recalculate Output Sheet button at the top of the sheet to update the summary section. Using the Quick Graph Clicking the Quick Graph button creates a temporary chart, displaying the graphical results from the summary section. To change the source data for the Quick Graph, select an item in the drop down box in the upper left corner. The Quick Graph cannot be printed or saved with the Cash Flow Analyzer. (For more information on analyzing your data, see "Reporting on Cash Flow Analyzer Information" on page 20.) 16 BusinessObjects Cash Flow Analyzer Resource Guide The Cash Flow Analyzer Workbook To close the temporary chart, click the Close button. PrePayTable Sheet The PrePayTable Sheet allows you to calculate and save prepayment cash flows in the Cash Flow Analyzer. Use of this sheet is optional if you are not including prepayment calculations in your cash flows, this sheet may not appear or may be blank.

If used, the PrePayTable Sheet lists prepayment speed percentages by account. This is not an interest rate driven prepayment scenario, but a base level prepayment scenario that you might want to include regardless of interest rate. While you can view the amount of the prepayment being applied in each period to a record, the prepayment record is not saved back to the database in the CashFlow data source as a unique value. Instead, the prepayment amount is combined with the contractual principal runoff in the RunDol datatype. FieldMap Sheet The FieldMap Sheet can be used to enhance the information coming in from the InstrumentDetail data source. For example, it may be used to lookup GL account codes or instrument type (fixed, variable, periodic) based on instrument codes. Use of this sheet is optional if it is not required for your system, this sheet may not appear or may be blank. Lookup Sheet The Lookup Sheet can be used to support variable payment frequencies (such as monthly, bimonthly, quarterly, etc.). A lookup may be employed on the Report Sheet to apply BusinessObjects Cash Flow Analyzer Resource Guide 17 The Cash Flow Analyzer Workbook payment frequency information based on a payment frequency code being brought in from the InstrumentDetail data source.

Use of this sheet is optional if it is not required for your system, this sheet may not appear or may be blank. Settings Sheet The main purpose of the Settings Sheet is to define the setting for sequential processing of Cash Flow Analyzer. This setting has already been input by your implementation consultant, and is typically set to run by CostCtr. This setting should not be changed unless you have discussed the impacts of the change with a Business Objects Planning consultant. See "Sequential Processing of Cash Flow Analyzer" on page 19.

The Settings Sheet can also be used to filter the data being brought into Cash Flow Analyzer. For example, imagine you want to review the cash flows for cost center 102, but you only want to review CD cash flows, which are accounts 250000 through 250020. To do this, go to the Settings Sheet and input a filter in the Report Filter box. The following screenshot shows an example of this filter. Now when you Calculate Cash Flows for cost center 102, the data being brought into Cash Flow Analyzer is restricted to those accounts.



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The Filter/Criteria wizard is available to assist you in writing filters. Click the Filter/ Criteria Wizard button above the Report Filter box to start the wizard. Please see the Professional Edition Help files and other Resource Guides for more information on building filters. Use of the Report Filter is primarily meant for ad hoc analysis. Typically the Save To Database field on the Setup sheet should be set to No when using a Report Filter, otherwise the Cash Flow data for that department could potentially get out of sync if you only save a filtered portion of the data to the database. Remember to clear the Report Filter when you are done with your analysis. Note: Note that the Supplemental Filter on the Settings Sheet is reserved for Cash Flow Analyzer use during interactive processing. If you would like to filter the data using Supplemental Filter capabilities, you should create a report that brings in cash flow data. See "Reporting on Cash Flow Analyzer Information" on page 20. 18 BusinessObjects Cash Flow Analyzer Resource Guide Sequential Processing of Cash Flow Analyzer Sequential Processing of Cash Flow Analyzer One of the primary uses of Cash Flow Analyzer is to provide a complete picture of your organization's cash flows for use in your budgeting and/or forecasting processes.

To make this data available for the budget or forecast, you must first perform a Sequential Process of Cash Flow Analyzer. Instead of selecting just one cost center for Cash Flow Analyzer to calculate, a Sequential Process calculates all the cost centers of the institution, one by one, and saves the resulting cash flows to the CashFlow data source for use in the planning process. Depending on your planning needs, you might perform this process annually and build your annual budget and/or forecast based on the cash flows calculated at one particular point in time. Or, if you perform a more frequent or "rolling" budgeting and/or forecasting process, you might update the cash flows monthly or quarterly and update the plans accordingly. The exact steps you take to update the InstrumentDetail data source and perform a Sequential Process depend on your implementation. Your consultant will cover your particular process during your training. The steps below represent a sample procedure for Sequential Processing of Cash Flow Analyzer. Sample Steps for Sequential Processing of Cash Flow Analyzer Before calculating cash flow data using the Cash Flow Analyzer, the CashFlow data source must be zeroed so that it is ready to accept the new data. As of Business Objects Planning version 10.71, a new setting is available that causes the Cash Flow Analyzer itself to automatically zero the CashFlow data source before calculating the cash flow data.

If your Cash Flow Analyzer was implemented prior to version 10.71, you must manually zero the data source using Utilities > Zero Database. If you are not sure whether your Cash Flow Analyzer is configured to automatically zero the CashFlow data source, or if you have an older Cash Flow Analyzer and would like to enable this setting, please contact Support for assistance. To sequentially process Cash Flow Analyzer: 1. Import the current instrument data using the Import utilities defined for your institution.

@@@Repeat this step for each utility as needed. @@@These prompts typically mean that something has been changed in Dimensions, Global Assumptions or Custom Tables. Unless a change was made to your account dimension, most likely you do not need to perform the recalculation or the summary field update before using Cash Flow Analyzer. Please see the Professional Edition Help file topics on recalculation or summary fields for more information, or contact Support if you are unsure. 2.

3. BusinessObjects Cash Flow Analyzer Resource Guide 19 Reporting on Cash Flow Analyzer Information 4. On the Setup Sheet of Cash Flow Analyzer, enter the new Current Period (and, if necessary, update the Current Year). See "Setup Sheet" on page 9. The other settings on the Setup Sheet are ignored during a Sequential Process. Once the settings on the Setup Sheet are complete, choose Plan > Prepare Sequential. The system processes each cost center and saves the resulting cash flow data to the CashFlow data source. Depending on your record count and processor speed, this process could be lengthy. If you are performing "rolling" or ongoing budgeting or forecasting, you may wish to perform a Sequential Interface to update your budgets or forecasts with the new cash flow information. Please see the Professional Edition Help files or other Resource Guides for more information on this utility.

5. 6. Reporting on Cash Flow Analyzer Information While the Cash Flow Analyzer workbook itself provides many valuable tools for ad hoc analysis, you can create a variety of Business Objects Planning reports drawing upon the InstrumentDetail and CashFlow data sources. Depending on your system needs, your consultant may have created some reports for you during the implementation. One recommended practice is to compare the information in your CashFlow data source to your GL Balance Sheet information. If the balances are significantly different, there may be data problems with your instrument feed. Your implementation consultant will train you on how to write this type of tie-out report. Importing additional fields and writing them to the CashFlow data source allows you to segment and query on cash flow information, for example by officer or credit score. Many institutions will find having the instrument detail, including its cash flows, as an invaluable addition to their reporting and analytics function. Once you have worked with Cash Flow Analyzer for a while and get an idea for the analysis possibilities, you may wish to create additional reports.

For example, the following report could be quite helpful to the branch manager. Using this report, he or she could review the maturities of CDs coming due in the branch over the next 12 months: 20 BusinessObjects Cash Flow Analyzer Resource Guide Reporting on Cash Flow Analyzer Information This report is a variable style report that queries numerous fields from the cash flow data source. Above the variable section is a fixed section that displays a variety of summary information that is useful along with the account and branch being reported on. Please contact Support if you need assistance with a report. Also, you may wish to check the resources available on www.

mysrc.com. The site has a library of sample reports that you may find helpful during report creation. BusinessObjects Cash Flow Analyzer Resource Guide 21 Reporting on Cash Flow Analyzer Information 22 BusinessObjects Cash Flow Analyzer Resource Guide .



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