The XLerant NewsPak - October 2020

Survey - What topics do you want to see in upcoming webinars?

We'd like your feedback on what topics interest you the most.

We would love your input in planning which topics we should cover over the next year. Please use the below link to take a quick survey.

Take the survey now!

Did you know?

Did you know you can run reports to make sure a version started or copied correctly?

It is always best practice to tie out the data in a version before allowing budget holders to access it. Whether you are starting a new budget version via the Versions screen, creating a copy of a budget/forecast version or copying a budget/forecast to reference via the Define Versions screen, you can double check that the numbers are correct by using reports.

Starting multiple budgets/forecasts via the Versions screen:
Before allowing budget holders to edit a newly started budget or forecast version, make sure that all the defaults properly pulled into the budget/forecast after the start process is complete.
- **When starting from defaults:** There should be no variances between a newly started budget and a 'baseline' version. To confirm, run an annual P&L report comparing the newly started version to the 'baseline' version (the 'baseline' and the budget version should be setup using the same version attributes on the Define Versions screen).
  - If there is no 'baseline' version, run an annual P&L report compared to the 'percent increase basis version'. All discretionary accounts should tie (if Account Defaults are not in use), but there will be variances for non-discretionary accounts (such as headcount-based, calculated, etc.).
    - If Account Defaults are in use, the variance percentage column will match the Account Defaults setup for each line item.

Statement of Operations Annual Report

Company: ABC Organization
Version: 2021 Draft 1
Comparison version: 2021 Baseine Budget
Unit: ABC Organization
Budget holder: User, XLerant (User)

> Variance should be zero for all line items

Account	Description	2021 Draft 1	2021 Baseline Budget	Variance amount	Variance %
INCOME:					
40000	Membership Fees	$14,353,056	$14,353,056	-	0.0 %
40100	Sales Revenue	$8,676,597	$8,676,597	-	0.0 %
Sales Revenue		**$23,029,653**	**$23,029,653**	-	**0.0 %**
40200	Merchandise Revenue	$536,798	$536,798	-	0.0 %
40300	Other Revenue	$536,250	$536,250	-	0.0 %
40400	Event Revenue	$631,000	$631,000	-	0.0 %
Other Revenue		**$1,704,048**	**$1,704,048**	-	**0.0 %**
Total Revenue		**$1,704,048**	**$1,704,048**	-	**0.00%**
Headcount		21.8	21.8	-	0.0 %
Sales Revenue/head		$1,058,835	$1,058,835	-	0.0 %
EXPENSE:					
50000	Third Party Software	$883,154	$883,154	-	0.0 %
50100	Hosting Costs	$1,471,923	$1,471,923	-	0.0 %
Cost of Services		**$2,355,076**	**$2,355,076**	-	**0.0 %**
60000	Salaries - Exec	$393,312	$393,312	-	0.0 %
60100	Salaries - Non Exec PT	$20,901	$20,901	-	0.0 %
60400	Salaries - Non Exec FT	$532,412	$532,412	-	0.0 %
60200	Standard Wages - Hourly	$391,264	$391,264	-	0.0 %

- **Starting from scratch:** There will be variances for all discretionary accounts when compared to a 'baseline' version, but all non-discretionary accounts should match (such as headcount-based, calculated, etc.).

Statement of Operations Annual Report

Company: ABC Organization
Version: 2021 Draft 2
Comparison version: 2021 Target Budget
Unit: 10-200-01: Marketing
Budget holder: User, XLerant (User)

Account	Description	2021 Draft 2	2021 Baseline Budget	Variance amount	Variance %
60000	Salaries - Exec	$381,856	$381,856	-	0.0 %
60100	Salaries - Non Exec PT	$20,292	$20,292	-	0.0 %
60400	Salaries - Non Exec FT	$516,905	$516,905	-	0.0 %
60500	Bonus *Non-discretionary*	$0	$0	-	0.0 %
60600	401K *Accounts*	$33,554	$33,554	-	0.0 %
60700	Medical Benefits - Exec	$30,548	$30,548	-	0.0 %
60800	Medical Benefits - Non Exec FT	$31,014	$31,014	-	0.0 %
60900	Dental	$11,615	$11,615	-	0.0 %
61000	Federal Payroll Tax	$102,404	$102,404	-	0.0 %
61100	State Payroll Tax	$18,037	$18,037	-	0.0 %
61200	Other Benefits	$70,841	$70,841	-	0.0 %
Compensation & Benefits		**$1,217,067**	**$1,217,067**	-	**0.0 %**
71300	Professional Fees	$0	$11,855	($11,855)	-100.0 %
Professional Fees		**$0**	**$11,855**	**($11,855)**	**-100.0 %**
72100	Meeting Expense	$0	$283,896	($283,896)	-100.0 %
72200	Air Transportation *Discretionary*	$0	$105,434	($105,434)	-100.0 %
72300	Rental car *Accounts*	$0	$45,118	($45,118)	-100.0 %
72500	Lodging Expense	$0	$89,408	($89,408)	-100.0 %
72600	Seminar Fees	$0	$24,742	($24,742)	-100.0 %
72700	Training Fees	$0	$24,124	($24,124)	-100.0 %
Travel		**$0**	**$572,721**	**($572,721)**	**-100.0 %**

Copying to new or reference via the Define Versions Screen:
To verify that a copied budget/forecast worked, run an Annual P&L report comparing the original version to the copied version. There should be no variances between the two versions.

XLerant Learning Series Webinars

We will be covering new features as well as providing refreshers on current features.

Our next webinar is scheduled for Thursday, November 19th at 2PM ET
Topic: *Headcount Basics - Importing employees, allocations and Unit event defaults*
Register now!

To watch recordings of other webinars we have had in the past, please click here.

For suggestions on what to cover in future webinars, please contact us at Services@XLerant.com.

Thinking Differently - The Visitor

An ordinary American citizen, with no passport, visits over thirty foreign countries in one day. He is welcomed in each country and leaves each one of his own accord. How did he do it?

Give up?

XLerant | (203) 883-4380 | services@xlerant.com | www.xlerant.com