

Importing From Cycle

PURPOSE

This document explains how to import forecast data from one forecast cycle to another.

WHY IS THIS IMPORTANT?

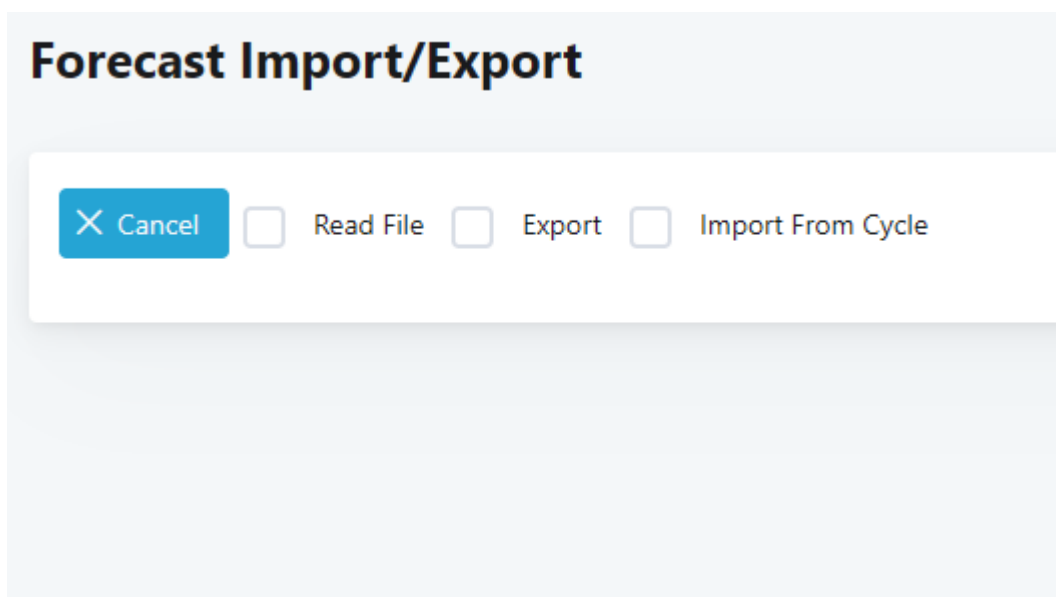
This process allows the forecaster to copy forecast data from one cycle to another.

PRE-REQUISITE

To copy the forecast data from one cycle to another, the data must fall within the overlapping periods of the source and target cycles.

PROCEDURE

1. From the main menu, select Cash Management > Forecasting > Operational > Grid. Operational Forecast (Grid) screen displays.
2. Click the Ex/Import button. The Forecast Import/Export screen will display.



3. Check the "Import from Cycle" checkbox.

4. Select the Accounting Centre or Group, SSI or Group, Source Cycle and the Target Cycle.

Forecast Import/Export

✕ Cancel

↓ Import

☐ Read File

☐ Export

☒ Import From Cycle

Acct Cntr*

TFS-SG

SSI

TFS OPS SSI

Source Cycle*

17.Q2.2

Target Cycle*

17.Q2.3

Note: To copy forecast data from the Source Cycle to the Target Cycle:

- The Source Cycle's From Date must be before the Target Cycle's From Date. If not, the system will display the message "Source Cycle From Date should be before the Target Cycle From Date."
- There must be overlapping periods between the Source Cycle and the Target Cycle. If not, the system will display the message: "There is no overlap period for the selected cycles. No data is imported to the target cycle."
- The Source Cycle must contain forecast data. If not, the system will display the message: "No forecast data in the source cycle."

5. Click the Import button.

6. Confirm by clicking Yes at the prompt.

Note: All forecast data in the Target Cycle will be cleared

and replaced. The system will copy all forecast data from the Source Cycle that falls between the Target Cycle's From Date and To Date.

The screenshot shows the 'Forecast Import/Export' dialog box. At the top, there are buttons for 'Cancel', 'Import', 'Read File', 'Export', and 'Import From Cycle' (which is checked). Below these are four dropdown menus: 'Acct Cntr*' (TFS-SG), 'SSI' (TFS OPS SSI), 'Source Cycle*' (17.Q2.2), and 'Target Cycle*' (17.Q2.3). A 'Confirmation' pop-up window is overlaid on the right, with a warning icon and the text: 'All forecast data in the target cycle will be purged and overwritten. Continue?'. It has 'Yes' and 'No' buttons.

7. After completion, a message will indicate that the import was successful.

This screenshot shows the 'Forecast Import/Export' dialog box after a successful import. A green banner at the top displays the message: 'Imported forecast data from 17.Q2.2 cycle to 17.Q2.3 cycle successfully.'. The dialog box controls are the same as in the previous image, with 'Import From Cycle' still checked. The dropdown menus show the same selections: 'Acct Cntr*' (TFS-SG), 'SSI' (TFS OPS SSI), 'Source Cycle*' (17.Q2.2), and 'Target Cycle*' (17.Q2.3).

8. Click Cancel to return to the Operational Forecast (Grid) screen and verify the forecast data in the Target Cycle.

Source Cycle

Operational Forecast (Grid)

Acct Cntr*

TFS-SG

Coy/SSI*

TF-DB-SGD-OPS

Time Bucket*

15 Weeks

Units

Full Value

Rpt Coy*

SGD

Cycle*

17.Q2.2

From Date*

03/07/2017

Source*

-DEFAULT-

Refresh

Update

Ex/Import

File/Note

Section/Category	Description	Total	3 Jul 2017	10 Jul 2017	17 Jul 2017	24 Jul 2017	31 Jul 2017	7 Aug 2017	14 Aug 2017	21 Aug 2017
Net Cashflows		1,808,000	3,589,000	2,379,000	1,202,000	353,000	-6,469,000	3,547,000	2,405,000	1,209,000
1 Revenue		93,049,236	12,558,000	8,326,500	4,207,000	1,235,500	5,265,400	12,414,500	8,417,500	4,231,500
Hardware	Servers	27,914,771	3,767,400	2,497,950	1,262,100	370,650	1,579,620	3,724,350	2,525,250	1,269,400
Services	Implementation	31,902,595	4,305,600	2,854,800	1,442,400	423,600	1,805,280	4,256,400	2,886,000	1,450,800
Software	TMS	33,231,870	4,485,000	2,973,750	1,502,500	441,250	1,880,500	4,433,750	3,006,250	1,511,250
2 Purchases		-46,524,618	-6,279,000	-4,163,250	-2,103,500	-617,750	-2,632,700	-6,207,250	-4,208,750	-2,115,750
Contract Support	Infosys	-16,615,935	-2,242,500	-1,486,875	-751,250	-220,625	-940,250	-2,216,875	-1,503,125	-755,625
Licenses	IBM M/W	-13,957,385	-1,883,700	-1,248,975	-631,050	-185,325	-789,810	-1,862,175	-1,262,625	-634,725
Pur Others	Misc	-15,951,298	-2,152,800	-1,427,400	-721,200	-211,800	-902,640	-2,128,200	-1,443,000	-725,400
3 Overheads		-19,939,122	-2,691,000	-1,784,250	-901,500	-264,750	-1,128,300	-2,660,250	-1,803,750	-906,750

Target Cycle

Operational Forecast (Grid)

Acct Cntr*

TFS-SG

Coy/SSI*

TF-DB-SGD-OPS

Time Bucket*

15 Weeks

Units

Full Value

Rpt Coy*

SGD

Cycle*

17.Q2.3

From Date*

07/08/2017

Source*

-DEFAULT-

Refresh

Update

Ex/Import

File/Note

Section/Category	Description	Total	7 Aug 2017	14 Aug 2017	21 Aug 2017	28 Aug 2017	4 Sep 2017	11 Sep 2017	18 Sep 2017	25 Sep 2017
Net Cashflows		754,000	3,547,000	2,405,000	1,209,000	-6,713,000	3,534,000	2,215,000	1,183,000	-6,626,000
1 Revenue		61,456,836	12,414,500	8,417,500	4,231,500	6,065,780	12,369,000	7,752,500	4,140,500	6,065,500
Hardware	Servers	18,437,051	3,724,350	2,525,250	1,269,450	1,819,734	3,710,700	2,325,750	1,242,150	1,819,600
Services	Implementation	21,070,915	4,256,400	2,886,000	1,450,800	2,079,696	4,240,800	2,658,000	1,419,600	2,079,600
Software	TMS	21,948,870	4,433,750	3,006,250	1,511,250	2,166,350	4,417,500	2,768,750	1,478,750	2,166,200
2 Purchases		-30,728,418	-6,207,250	-4,208,750	-2,115,750	-3,032,890	-6,184,500	-3,876,250	-2,070,250	-3,032,700
Contract Sta...	Infosys	-10,974,435	-2,216,875	-1,503,125	-755,625	-1,083,175	-2,208,750	-1,384,375	-739,375	-1,083,100
Licenses	IBM M/W	-9,218,525	-1,862,175	-1,262,625	-634,725	-909,867	-1,855,350	-1,162,875	-621,075	-909,800
Pur Others	Misc	-10,535,458	-2,128,200	-1,443,000	-725,400	-1,039,848	-2,120,400	-1,329,000	-709,800	-1,039,800
3 Overheads		-13,169,322	-2,660,250	-1,803,750	-906,750	-1,299,810	-2,650,500	-1,661,250	-887,250	-1,299,700

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

CHANGE HISTORY

Date	By	Changes
13-Aug-2024	TS	Created.