

Viewing Cash Activities

[See the previous W5 version guide.](#)

PURPOSE

This document sets out the detailed steps for how to view the Cash Activities screen.

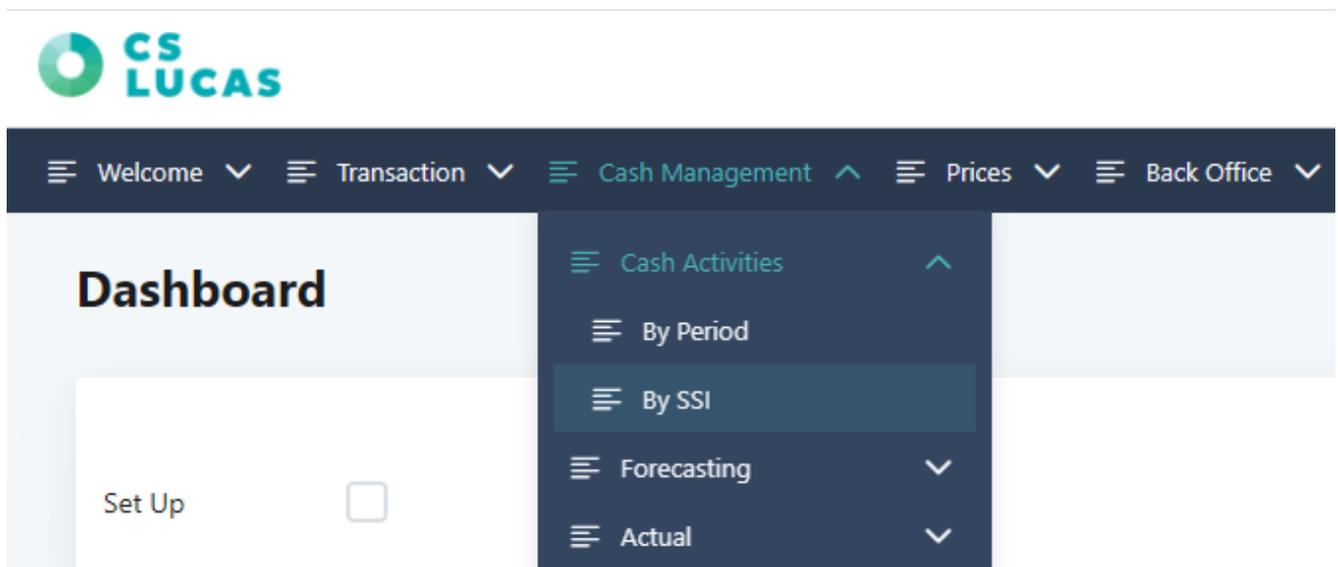
WHY IS THIS IMPORTANT?

The cash activities screen allows the user to view overall cash projection for transactions that are booked in the system and overlaying the forecast data maintained in the system for one entity or across group of entities.

PROCEDURE



1. From the welcome screen, select Cash Management > Cash Activities > By SSI.



2. The Cash Activities screen is displayed. Fill all fields with an asterisk, as they are mandatory.
3. Select the Accounting Centre for which you wish to view the cash projection.
4. Set from date for when you wish to start viewing the cash projection.
5. Select the time bucket. Since this is user-definable, only those set up in the system will be shown in the dropdown. To know how to set this up, click [here](#) .
6. Choose the UOM. It can be in Thousands, Millions, or full value. Default is full value.
7. Select the reporting currency in the Total In field.
8. Select the SSI. The user can choose a specific SSI or group of SSIs. Group of SSIs have a “+” sign in front of the short name. To view an SSI, this must be set up. For more information on how to set this up, click [here](#).
9. The system also allows excluding or including treasury activities from the cash flow projection by filtering based on portfolio. This may be chosen, but is not mandatory.
10. After all mandatory fields are filled in, click Refresh and the screen below displays. In this example, it shows a 15 weeks cash projection by SSI from 03-Jul-2017.

Cash Activities

View: Balance

Acct Cntr*: TFS-SG From*: 03/07/2017 Time Bucket*: 15 Weeks UOM*: Full Value Total In*: GBP

SSI*: +TFS OPS+FIN Portfolio: Forecast: Group Ccy?

Refresh Action 1 - 6 of 6

Date	Description	Total GBP	TF-CI-USD	TF-DB-GBP-OPS	TF-DB-SGD	TF-DB-SGD-OPS	TF-DB-USD-OPS	TF-SC-GBP
B/F	Opening Cash	1,490,402	700,000	400,000	0	300,000	500,000	1,300
9 Jul 2017	Week 1	1,478,364	-300,000	400,000	1,359,207	300,000	500,000	1,300
16 Jul 2017	Week 2	-21,203,679	-299,714	400,000	-16,814,473	300,000	500,000	-12,474,637
23 Jul 2017	Week 3	-44,745,596	399,997	400,000	-59,996,838	300,000	500,000	-12,474,637
30 Jul 2017	Week 4	-57,946,951	-18,310,003	400,000	-57,909,809	300,000	500,000	-12,474,637
6 Aug 2017	Week 5	-57,946,951	-18,310,003	400,000	-57,909,809	300,000	500,000	-12,474,637
13 Aug 2017	Week 6	-56,403,790	-17,109,714	400,000	-56,809,557	300,000	500,000	-12,474,637
20 Aug 2017	Week 7	-56,403,790	-17,109,714	400,000	-56,809,557	300,000	500,000	-12,474,637
27 Aug 2017	Week 8	-56,403,790	-17,109,714	400,000	-56,809,557	300,000	500,000	-12,474,637
3 Sep 2017	Week 9	-56,403,790	-17,109,714	400,000	-56,809,557	300,000	500,000	-12,474,637
10 Sep 2017	Week 10	-56,403,790	-17,109,714	400,000	-56,809,557	300,000	500,000	-12,474,637
17 Sep 2017	Week 11	-84,397,138	-17,109,714	400,000	-106,349,386	300,000	500,000	-12,474,637
24 Sep 2017	Week 12	-84,397,138	-17,109,714	400,000	-106,349,386	300,000	500,000	-12,474,637

11. If you click on the balance hyperlinks, a breakdown analysis for individual treasury activities will be displayed. The system shows the brought forward amount, the activities from the treasury transactions, and the total ending balance. In this example, the balance of 1,359,207, dated 09-Jul-2017 was chosen to show the screen below.

Cash Activities Analysis

Cancel

Ccy: SGD

Date	Acct Cntr	SSI	Description	Activity	Balance
2 Jul 2017			Brought Forward		0.00
5 Jul 2017	TFS-SG	TF-DB-SGD	FX Outright: Bought SGD 1,358,981.00 and Sold USD 1,000,000.00 at 1.358981 value 5 Jul 2017 with DBS-SG. Portfolio:DEFAULT [patrick@test_ent]	1,358,981.00	1,358,981.00
8 Jul 2017	TFS-SG	TF-DB-SGD	MM Lend/Place rollover residual:SGD 226.03 on 8 Jul 2017 with DBS-SG Portfolio:DEFAULT. From:MMK100001.00 [admin@devent1.com]	226.03	1,359,207.03
			Total	1,359,207.03	

12. After viewing, click Cancel Button to go back to the Cash Activities screen.

13. On this screen, you can also overlay the forecast into the cash activities projection. Select individual forecast or group of forecasts to overlay by selecting the Forecast field. In this example, we select to overlay all forecasts. A forecast group is characterized by a '+' sign before the short name. To set up a forecast, click [here](#). To set up a forecast group, click [here](#).

Cash Activities

View: Balance

Acct Cntr*: TFS-SG From*: 03/07/2017 Time Bucket*: 15 Weeks UOM*: Full Value Total In*: GBP

SSI*: + TFS OPS+FIN Portfolio: Forecast: + All Forecast Cycle: 17.Q2.2 Source: -DEFAULT- Group Ccy?

Refresh Action 1 - 6 of 6

Date	Description	Total GBP	TF-CI-USD	TF-DB-GBP-OPS	TF-DB-SGD	TF-DB-SGD-OPS	TF-DB-USD-OPS	TF-SC-GBP
B/F	Opening Cash	1,490,402	700,000	400,000	0	300,000	500,000	1,300
9 Jul 2017	Week 1	11,307,108	-300,000	4,451,000	1,359,207	3,888,000	5,407,000	1,300
16 Jul 2017	Week 2	-4,558,108	-299,714	7,278,000	-16,814,473	6,267,000	8,830,000	-12,474,637
23 Jul 2017	Week 3	-24,747,998	329,497	8,646,000	-59,996,838	7,469,000	10,551,000	-12,474,637
30 Jul 2017	Week 4	-36,962,966	-18,310,003	9,052,000	-57,909,809	7,822,000	11,047,000	-12,474,637
6 Aug 2017	Week 5	-55,910,039	-18,310,003	1,231,000	-57,909,809	1,353,000	1,210,000	-12,474,637
13 Aug 2017	Week 6	-44,398,555	-17,109,714	5,186,000	-56,809,557	4,900,000	6,455,000	-12,474,637
20 Aug 2017	Week 7	-37,849,495	-17,109,714	7,802,000	-56,809,557	7,305,000	9,806,000	-12,474,637
27 Aug 2017	Week 8	-34,533,858	-17,109,714	9,139,000	-56,809,557	8,514,000	11,467,000	-12,474,637
3 Sep 2017	Week 9	-53,738,844	-17,109,714	1,518,000	-56,809,557	1,801,000	1,494,000	-12,474,637
10 Sep 2017	Week 10	-43,836,344	-17,109,714	5,583,000	-56,809,557	5,335,000	6,452,000	-12,474,637
17 Sep 2017	Week 11	-65,421,756	-17,109,714	8,294,000	-106,349,386	7,550,000	9,674,000	-12,474,637
24 Sep 2017	Week 12	-62,251,821	-17,109,714	9,635,000	-106,349,386	8,733,000	11,280,000	-12,474,637

14. Once you have selected the forecast, click Refresh to overlay with forecast.

15. The view can also be switched by selecting Activity in the View field dropdown. Click Refresh to see the activities that took place in your cash projection.

Cash Activities

View: Activity

Acct Cntr*: TFS-SG From*: 03/07/2017 Time Bucket*: 15 Weeks UOM*: Full Value Total In*: GBP

SSI*: + TFS OPS+FIN Portfolio: Forecast: + All Forecast Cycle: 17.Q2.2 Source: -DEFAULT- Group Ccy?

Refresh Action 1 - 6 of 6

Date	Description	Total GBP	TF-CI-USD	TF-DB-GBP-OPS	TF-DB-SGD	TF-DB-SGD-OPS	TF-DB-USD-OPS	TF-SC-GBP
B/F	Opening Cash	1,490,402	700,000	400,000	0	300,000	500,000	1,300
9 Jul 2017	Week 1	9,816,705	-1,000,000	4,051,000	1,359,207	3,588,000	4,907,000	0
16 Jul 2017	Week 2	-15,865,216	286	2,827,000	-18,173,680	2,379,000	3,423,000	-12,475,937
23 Jul 2017	Week 3	-20,189,889	699,711	1,368,000	-43,182,366	1,202,000	1,721,000	0
30 Jul 2017	Week 4	-12,214,968	-18,710,000	406,000	2,087,029	353,000	496,000	0
6 Aug 2017	Week 5	-18,947,073	0	-7,821,000	0	-6,469,000	-9,837,000	0
13 Aug 2017	Week 6	11,511,484	1,200,289	3,955,000	1,100,252	3,547,000	5,245,000	0
20 Aug 2017	Week 7	6,549,059	0	2,616,000	0	2,405,000	3,351,000	0
27 Aug 2017	Week 8	3,315,637	0	1,337,000	0	1,209,000	1,661,000	0
3 Sep 2017	Week 9	-19,204,986	0	-7,621,000	0	-6,713,000	-9,973,000	0
10 Sep 2017	Week 10	9,902,501	0	4,065,000	0	3,534,000	4,958,000	0
17 Sep 2017	Week 11	-21,585,412	0	2,711,000	-49,539,829	2,215,000	3,222,000	0
24 Sep 2017	Week 12	3,169,935	0	1,341,000	0	1,183,000	1,606,000	0

16. If you wish to view the cash activities projection by currency instead of SSI, tick on the Group Ccy checkbox, and click Refresh.

Cash Activities

View: Activity

Acct Cntr*: TFS-SG From*: 03/07/2017 Time Bucket*: 15 Weeks UOM*: Full Value Total In*: GBP

SSI*: +TFS OPS+FIN Portfolio: Forecast: + All Forecast Cycle: 17.Q2.2 Source: -DEFAULT Group Ccy?

Refresh Action 1 - 3 of 3

Date	Description	Total GBP	GBP	SGD	USD
B/F	Opening Cash	1,490,402	401,300	300,000	1,200,000
9 Jul 2017	Week 1	9,616,705	4,051,000	4,947,207	3,907,000
16 Jul 2017	Week 2	-15,865,216	-9,648,937	-15,794,680	-3,423,286
23 Jul 2017	Week 3	-20,189,889	1,368,000	-41,980,366	2,420,711
30 Jul 2017	Week 4	-12,214,968	406,000	2,440,029	-18,214,000
6 Aug 2017	Week 5	-18,947,073	-7,821,000	-6,469,000	-9,837,000
13 Aug 2017	Week 6	11,511,484	3,955,000	4,647,252	6,445,289
20 Aug 2017	Week 7	6,549,059	2,616,000	2,405,000	3,351,000
27 Aug 2017	Week 8	3,315,637	1,337,000	1,209,000	1,661,000
3 Sep 2017	Week 9	-19,204,986	-7,621,000	-6,713,000	-9,973,000
10 Sep 2017	Week 10	9,902,501	4,065,000	3,534,000	4,958,000
17 Sep 2017	Week 11	-21,585,412	2,711,000	-47,324,829	3,222,000
24 Sep 2017	Week 12	3,169,935	1,341,000	1,183,000	1,606,000

17. To export the cash activities projection to Excel, click on the Export button.

FREQUENTLY ASKED QUESTIONS

FAQ01. How do I set up time bucket?

To set up time bucket, click [here](#).

FAQ02. How do I set up SSI or SSI Group?

To set up SSI, click [here](#). To set up SSI group, click [here](#).

FAQ03. How do I set up forecast items or forecast group?

To set up forecast items click [here](#). To set up a forecast group, click [here](#).

RELATED INFORMATION

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created.
28-Jul-2015	CS	Included section for FAQ.
22-Dec-2015	Clarissa	Reformatted. Rewritten.
16-Jun-2016	Douglas	Proofread.
22-Nov-2019	Lyra	Updated Screenshots.
20-Feb-2025	Lyra	Updated to W6 instructions and screenshots.
9-Feb-2026	Lyra	Updated step 1.