Viewing Operational Forecast (W5)

This version is superseded. Click here to view the latest guide.

PURPOSE

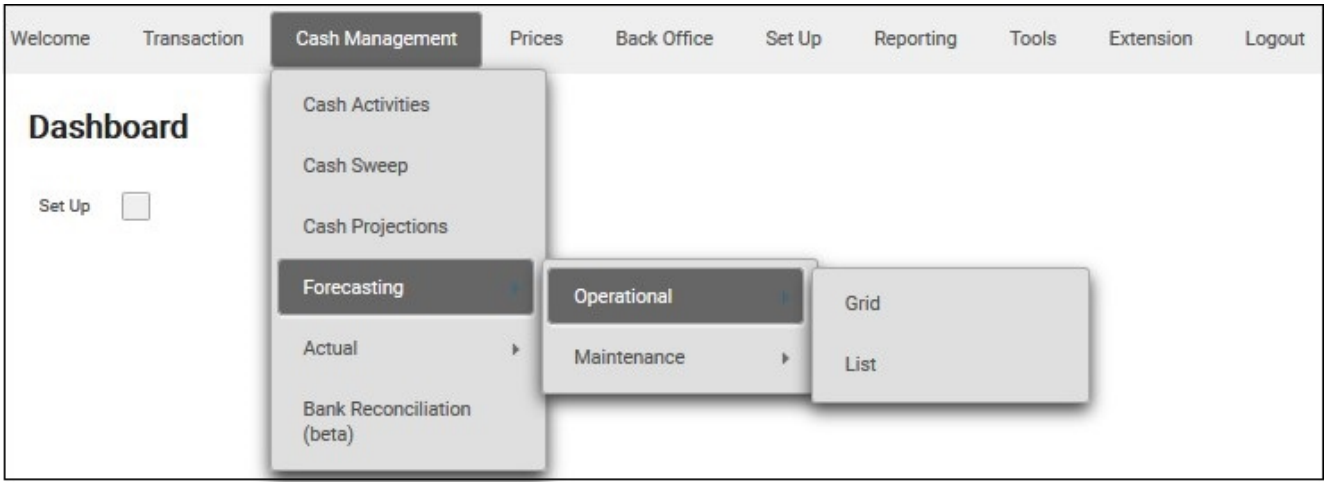
This document contains the procedures for viewing operational forecast in the system.

WHY IS THIS IMPORTANT?

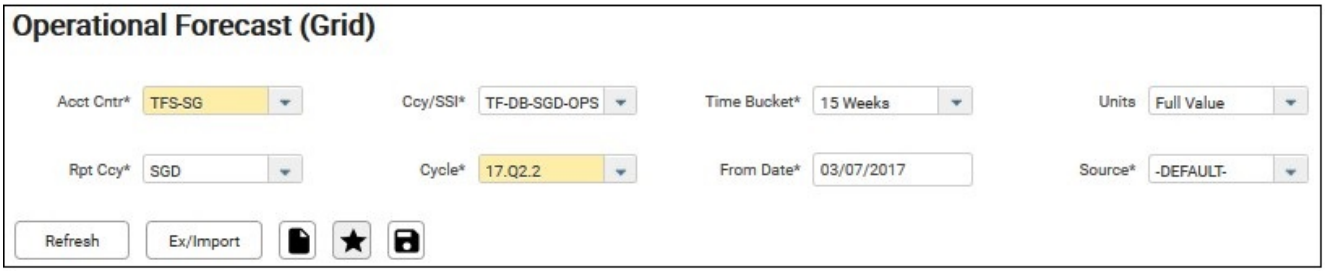
Viewing operational forecast allows users to view operational forecasts that are input by an entity, or view the consolidated forecasts by group of entities.

PROCEDURE

1. From the Menu, select Cash Management > Forecasting > Operational, you can choose to view in grid or list.



2. To view operational forecast in grid view, select Grid. Operational Forecast (Grid) screen displays.



3. Choose the Accounting Centre to view. If the accounting centre you wish to view is not available, contact the administrator to grant you rights. In this case, we will choose TFS-SG.

4. The Ccy/SSI field will be populated with bank accounts that belong to the accounting centre selected. Bank account groups in the dropdown are characterized by a '+' sign in the beginning of the short name. In this example, we will select TFS-DB-SGD-OPS.

5. Next, select the time bucket for how to view the forecast. It can be daily, weekly, monthly, etc. This is user-definable. For more information on how to set up the time bucket, click here.

6. Unit is 'Full Value' by default. You may change it to view by thousands or millions, but in this example, the default will be chosen.

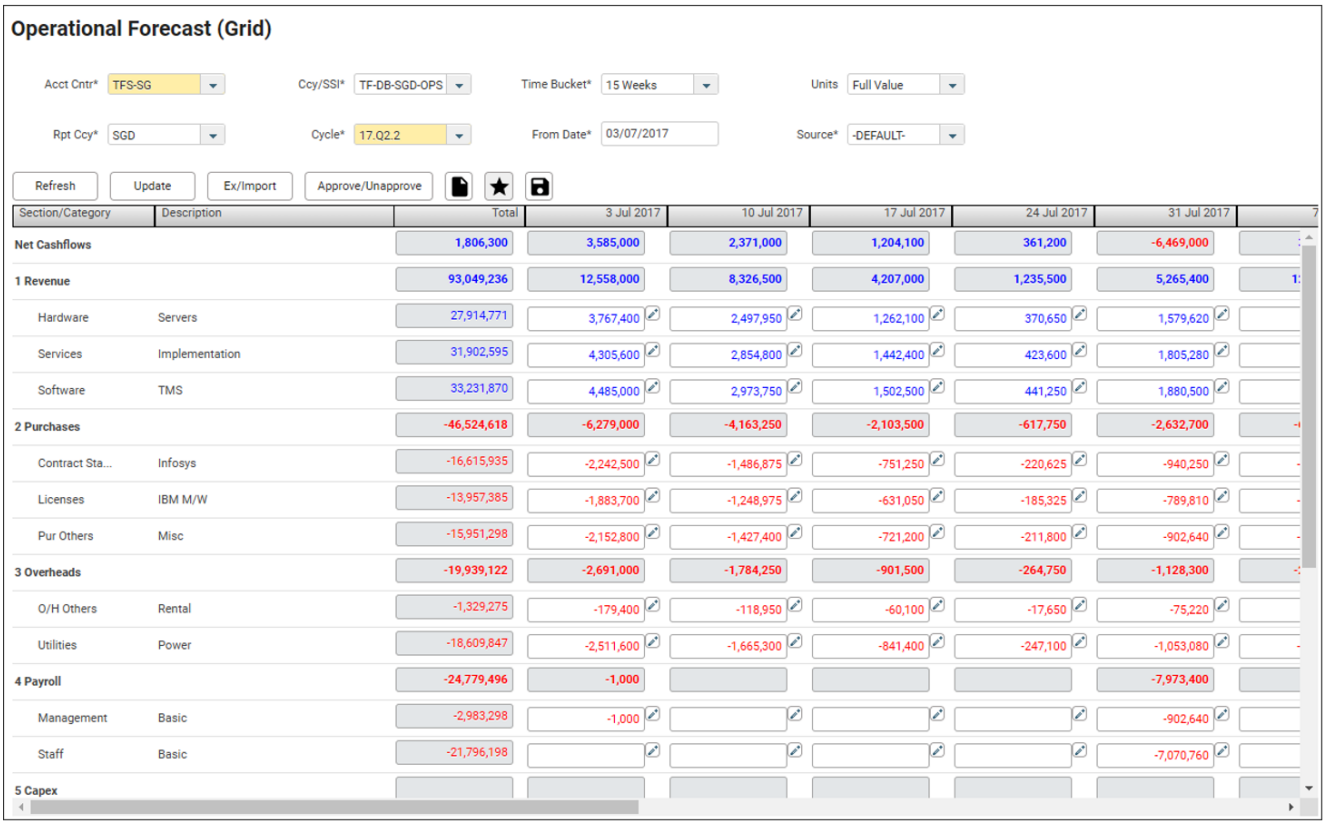
7. Select the reporting currency you want the forecast to appear in by clicking the dropdown beside the Rpt Ccy field. The exchange rate used for the conversion will be the valuation rate archived in the system at the From Date. In this example, we will use SGD.

8. The cycle field is set to default. If chosen, the default cycle will allow maintaining forecast for an open-ended period. This can also be defined. For more information on how to set rolling forecast cycles, click here.

9. Choose the From Date to set the date from which the forecast is to be displayed. This can be a past or future date.

10. The source field is also set to default. Source can be used to maintain forecast for different purposes. For example, you may want to keep an aggressive forecast in the system. This can be done by creating a source called "Aggressive Forecast," and then forecast can be maintained under this source. For more information on how to set up the source, click here.

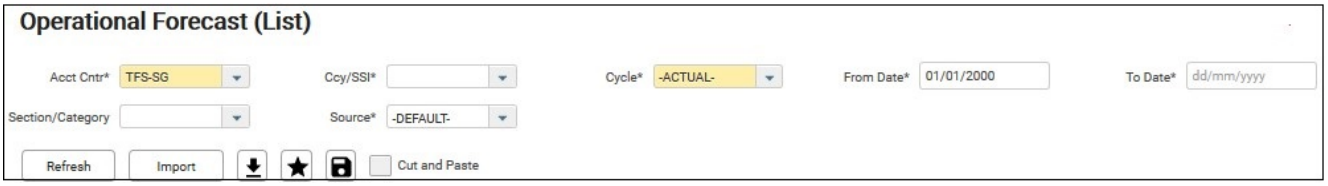
11. Click Refresh. The screen below will be displayed.



Section/Category	Description	Total	3 Jul 2017	10 Jul 2017	17 Jul 2017	24 Jul 2017	31 Jul 2017
Net Cashflows		1,806,300	3,585,000	2,371,000	1,204,100	361,200	-6,469,000
1 Revenue		93,049,236	12,558,000	8,326,500	4,207,000	1,235,500	5,265,400
Hardware	Servers	27,914,771	3,767,400	2,497,950	1,262,100	370,650	1,579,620
Services	Implementation	31,902,595	4,305,600	2,854,800	1,442,400	423,600	1,805,280
Software	TMS	33,231,870	4,485,000	2,973,750	1,502,500	441,250	1,880,500
2 Purchases		-46,524,618	-6,279,000	-4,163,250	-2,103,500	-617,750	-2,632,700
Contract Sta...	Infosys	-16,615,935	-2,242,500	-1,486,875	-751,250	-220,625	-940,250
Licenses	IBM M/W	-13,957,385	-1,883,700	-1,248,975	-631,050	-185,325	-789,810
Pur Others	Misc	-15,951,298	-2,152,800	-1,427,400	-721,200	-211,800	-902,640
3 Overheads		-19,939,122	-2,691,000	-1,784,250	-901,500	-264,750	-1,128,300
O/H Others	Rental	-1,329,275	-179,400	-118,950	-60,100	-17,650	-75,220
Utilities	Power	-18,609,847	-2,511,600	-1,665,300	-841,400	-247,100	-1,053,080
4 Payroll		-24,779,496	-1,000				-7,973,400
Management	Basic	-2,983,298	-1,000				-902,640
Staff	Basic	-21,796,198					-7,070,760
5 Capex							

12. The system will display up to 15 columns at a time. To make changes, see the guide to Maintain Forecast in Grid View here.

13. To view operational forecast in list view, select Cash Management > Forecasting > Operational > List from the main menu. The Operational Forecast (List) will be displayed.



14. Select the Accounting Centre to view.

15. Choose the Ccy/SSI. Those in the dropdown correspond to the Accounting Centre chosen. In this example, we will choose TFS-DB-SGD-OPS.

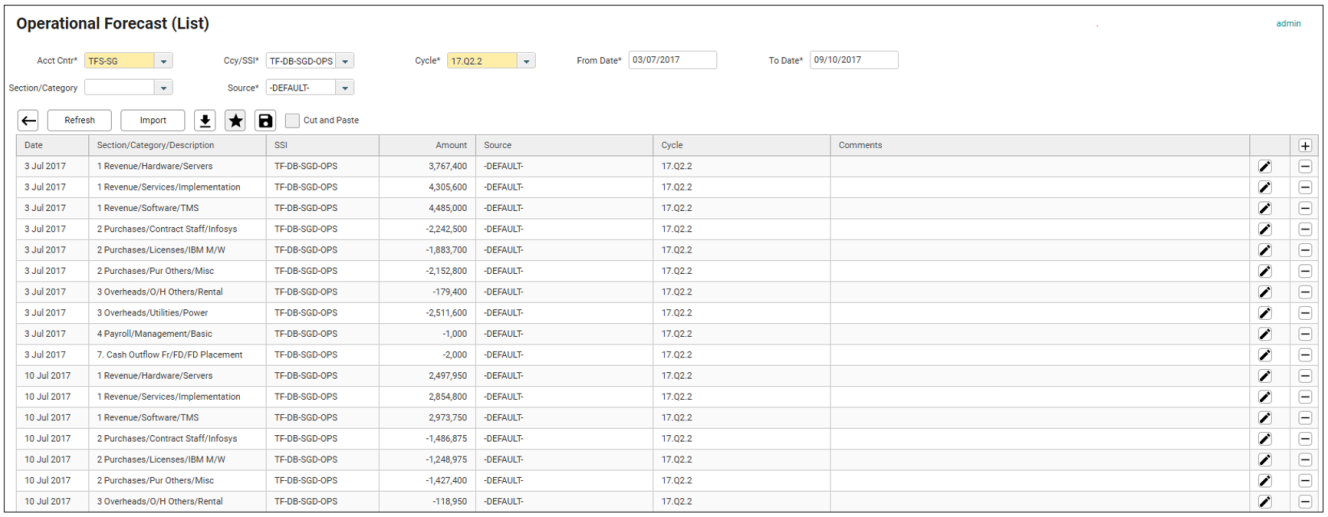
16. The Cycle field is set to default. If chosen, the default cycle will allow maintaining forecast for an open-ended period. This can also be defined. For more information on how to set rolling forecast cycles, click here.

17. Fill in the From Date and the To Date.

18. The Section/Category field is usually left blank. However, to view only individual or selected sections and categories, select the section and category or the group from what have been pre-setup. To know how to set up sections and categories, click Maintaining Forecast Sections and Categories.

19. Select the source. In this example, default will be chosen.

20. Click Refresh. The screen below will be displayed.



Date	Section/Category/Description	SSI	Amount	Source	Cycle	Comments
3 Jul 2017	1 Revenue/Hardware/Servers	TF-DB-SGD-OPS	3,767,400	-DEFAULT-	17.Q2.2	
3 Jul 2017	1 Revenue/Services/Implementation	TF-DB-SGD-OPS	4,305,600	-DEFAULT-	17.Q2.2	
3 Jul 2017	1 Revenue/Software/TMS	TF-DB-SGD-OPS	4,485,000	-DEFAULT-	17.Q2.2	
3 Jul 2017	2 Purchases/Contract Staff/Infosys	TF-DB-SGD-OPS	-2,242,500	-DEFAULT-	17.Q2.2	
3 Jul 2017	2 Purchases/Licenses/IBM M/W	TF-DB-SGD-OPS	-1,883,700	-DEFAULT-	17.Q2.2	
3 Jul 2017	2 Purchases/Pur Others/Misc	TF-DB-SGD-OPS	-2,152,800	-DEFAULT-	17.Q2.2	
3 Jul 2017	3 Overheads/O/H Others/Rental	TF-DB-SGD-OPS	-179,400	-DEFAULT-	17.Q2.2	
3 Jul 2017	3 Overheads/Utilities/Power	TF-DB-SGD-OPS	-2,511,600	-DEFAULT-	17.Q2.2	
3 Jul 2017	4 Payroll/Management/Basic	TF-DB-SGD-OPS	-1,000	-DEFAULT-	17.Q2.2	
3 Jul 2017	7. Cash Outflow Fr/FD/FD Placement	TF-DB-SGD-OPS	-2,000	-DEFAULT-	17.Q2.2	
10 Jul 2017	1 Revenue/Hardware/Servers	TF-DB-SGD-OPS	2,497,950	-DEFAULT-	17.Q2.2	
10 Jul 2017	1 Revenue/Services/Implementation	TF-DB-SGD-OPS	2,854,800	-DEFAULT-	17.Q2.2	
10 Jul 2017	1 Revenue/Software/TMS	TF-DB-SGD-OPS	2,973,750	-DEFAULT-	17.Q2.2	
10 Jul 2017	2 Purchases/Contract Staff/Infosys	TF-DB-SGD-OPS	-1,486,875	-DEFAULT-	17.Q2.2	
10 Jul 2017	2 Purchases/Licenses/IBM M/W	TF-DB-SGD-OPS	-1,248,975	-DEFAULT-	17.Q2.2	
10 Jul 2017	2 Purchases/Pur Others/Misc	TF-DB-SGD-OPS	-1,427,400	-DEFAULT-	17.Q2.2	
10 Jul 2017	3 Overheads/O/H Others/Rental	TF-DB-SGD-OPS	-118,950	-DEFAULT-	17.Q2.2	

21. The system will display the forecast in list format. To make changes, see the guide to Maintain Forecast in List View here.

FREQUENTLY ASKED QUESTIONS

FAQ01. I cannot access this module and view the forecast.

Authorization is needed to access the operational forecast. Contact your administrator to grant you
13843 Access Operational Forecast and 13844 Refresh Operational Forecast.

RELATED INFORMATION

Maintaining Operational Forecast in List View

Maintaining Operational Forecast in Grid View

Importing Operational Forecast (Grid)

[Importing Operational Forecast (List)]

[Cut and Paste List of Operational Forecast]

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created.
28-Jul-2015	CS	Included section for FAQ.
29-Dec-2015	Clarissa	Rewritten. Reformatted.
16-Jun-2016	Douglas	Proofread.
13-Jun-2017	TS	Included links in step 8 and 10.
7-Jun-2018	Anuja	Updated with latest screenshots and instructions to view operational forecasts in grid and list view.
21-Nov-2019	Lyra	Updated screenshots.
22-Nov-2024	TS	Updated with latest screenshots in step 11 and 20.