

PRODUCT BROCHURE

## Reporting and Dashboards

*Transform organization decision  
making with broad and deep visibility  
into financial and operational data.*

“Now, I’m in a position  
to provide reports  
more quickly and be  
a true champion  
within the  
organization.”

— Braam du Plooy, Controller,  
Atlanta Convention & Visitors Bureau

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# Essential visibility



## Drive data-driven decision making to keep your organization on the right path

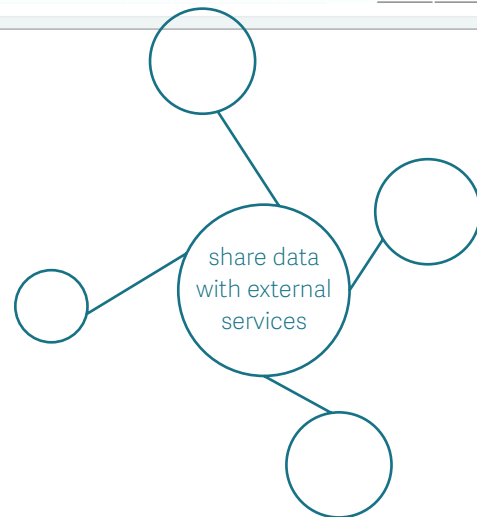
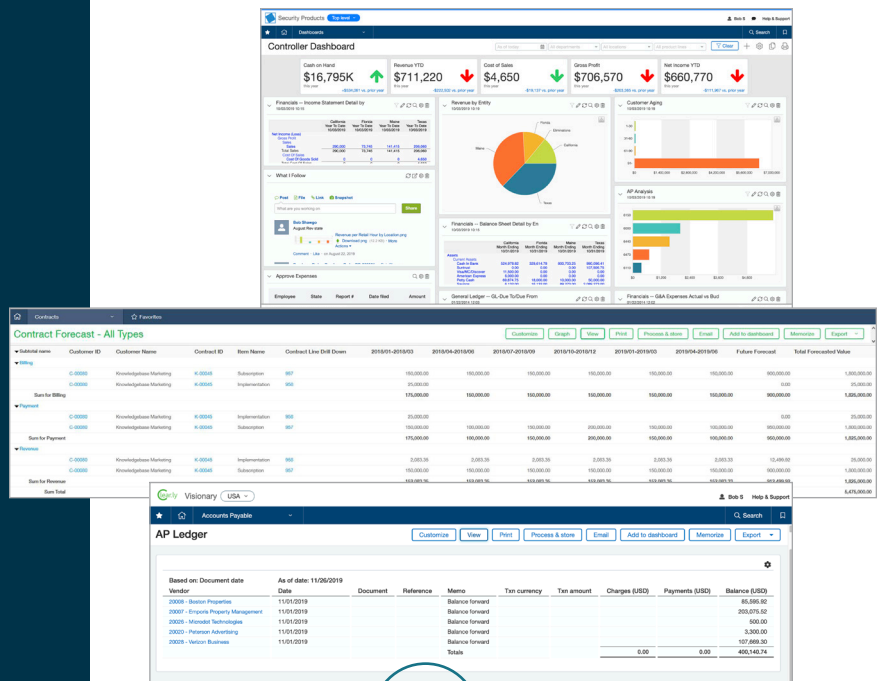
Data-driven decisions that transform organizations require broad and deep visibility into financial and operational data. Where other systems rely on external tools for visibility, Sage Intacct provides built-in tools to display real-time, drillable source data. By approaching data from multiple directions, through multiple tools, finance leaders can pull and analyze information from the Sage Intacct Intelligent GL™, subledgers, and supporting data objects. Information can be shared through a variety of means like customizable dashboards or distributed through export or email, including PDF and Excel files.

*"We're now able to track contracts better because all our data is coming from one place, whereas before we used multiple sources and a lot of error-prone Excel manipulation. Sage Intacct delivers accurate reporting for all our billed and unbilled, deferred and paid contracts, providing full transparency into our customer base so we can keep our fingers on the pulse of everything from contract renewals, upsells, and cross-sells, to churn by product and amortized commissions expenses."*

— Lisa Schulz, Corporate Controller, Jobvite

# Multiple points of accessibility

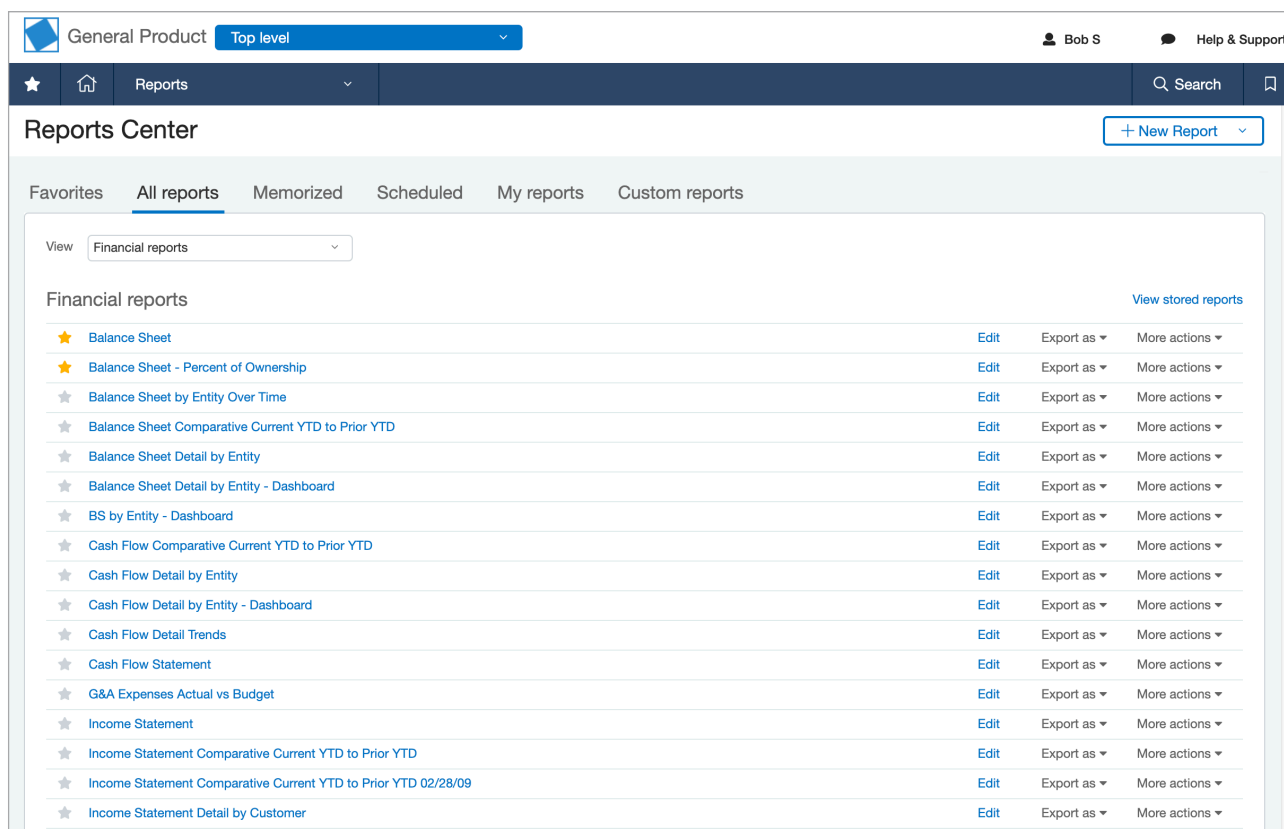
1. Customizable dashboards allow role-based and process-based metrics, reports, and charts to be created for quick insight and data-driven decisions.
2. For in-depth reporting, the Sage Intacct Report Center contains a library of reports and financial statements, as well as charts and tools for modifying, duplicating, or creating completely new reports and charts.
3. Activity-specific subledger reports, like customer aging and check registers, can also be found in the individual task area.
4. External processes, like business intelligence or data warehousing, can be driven by using Web Services APIs or setting up data delivery services.



*"Sage Intacct's dashboards, report writer, dimensions, and statistical capabilities are just phenomenal. We created magnificent dashboards that were unimaginable to us just a couple months before deploying the system, and they've dramatically changed how we analyze financial data."*

— Alejandro Pérez, Chief Happiness Officer & CEO, Komet Sales

# Financial reports and charts



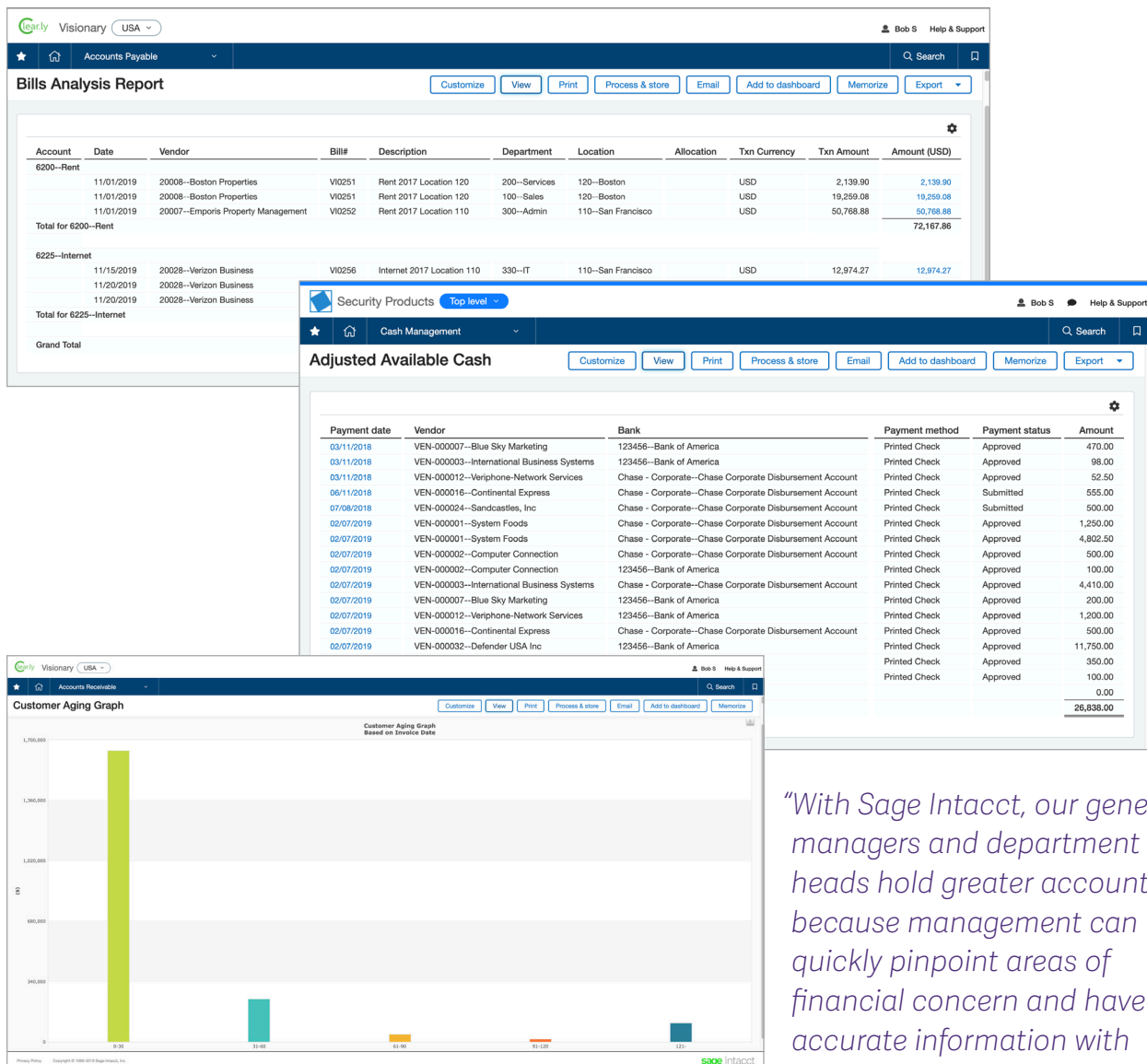
## Real-time data from the Sage Intacct Intelligent GL™

Financial reports and charts rely on real-time data from the Sage Intacct Intelligent GL™ to produce income statements, balance sheets, cashflow statements, and more. They provide filtering and hierarchy based on dimensional structures. Dimensions are things like location, department, customer, or project, that can be assigned to or “tagged” on transaction line items. Organizations can even create custom dimensions, like grant, fund, or airplane—anything that they might want to report by. Individual dimensions and dimension groups can be defined by users to mix and match information, such as looking at sales orders by location and by customer. The financial report writer and chart builder give control to the finance team to get at key data to inform decision-making.

*“Sage Intacct has helped streamline our business by allowing us to create twice as many reports in less than half the time we needed in the past.”*

— Pam Bakker, Controller,  
Laird Management

# Activity-specific reporting



## Task centered reporting on accounting processes

Out-of-the-box, task-centered reports have set, selectable filters based on standard financial processes. These “standard” reports form the backbone of daily activity for the accounting team. Process reports provide the team with information for processing transactions, interacting with customers and vendors, and speeding up the close.

*“With Sage Intacct, our general managers and department heads hold greater accountability, because management can quickly pinpoint areas of financial concern and have accurate information with which to make better business decisions. As a result, three of our struggling entities moved into the black, our overall gross margins improved by 20%, cash flow increased by nearly a half a million dollars, and our real estate asset values grew by over \$5 million.”*

— Larry Chank, CFO, Hopi Tribe Economic Development Corporation (HTEDC)

# Ad hoc reports

The screenshot shows the 'Custom Report Wizard' interface. At the top, there are buttons for 'Save', 'Save & new', and 'Cancel'. The main heading is 'Step 1: Select a primary data source'. Below this, a dropdown menu is set to 'Purchase Order Transaction Detail'. To the right, a text box states: 'The selected reporting area provides the following information: Detail and header information for Purchase Order transactions (including quantity and price)'. Below the dropdown, there are two lists of data sources. The first list includes 'PO Receiver', 'Purchase Requisition', 'Replenishment Purchase', 'Unapproved Invoice', and 'Vendor Invoice'. The second list includes 'Purchase Order'. Below these lists, a text box says: 'Select a record or transaction as the starting point for your report.' At the bottom, there are two diagrams. The 'Record' diagram shows a central 'Customer' node connected to 'Name', 'Credit Limit', and '% Discount' nodes. The 'Transaction' diagram shows an 'Invoice' node connected to 'Aggregate level' and 'Detail Line item details' nodes. A 'Next >>' button is at the bottom right.

**Custom Report Wizard** [Save] [Save & new] [Cancel]

**Step 1: Select a primary data source** Step 1 of 12 [Select data source] [Next >>]

Purchase Order Transaction Detail

The selected reporting area provides the following information:  
Detail and header information for Purchase Order transactions (including quantity and price).

PO Receiver  
Purchase Requisition  
Replenishment Purchase  
Unapproved Invoice  
Vendor Invoice

Purchase Order

Select a record or transaction as the starting point for your report.

**Record**  
Your report can include columns from the primary data source, as well as related data.

**Transaction**  
Select a data source labeled as "detail" if you want to include amounts or other transaction information.

Customer (Name, Credit Limit, % Discount)

Invoice (Aggregate level, Detail Line item details)

[Next >>]

## List reporting across related data tables

With the Custom Report Writer, users create ad-hoc reports to lookup, sort, and filter information across related records, such as finding phone numbers for all the customers that purchased a particular item. These reports often work in conjunction with activity reports to provide data specific to an organization's unique business processes. A report wizard makes building these reports fast and easy—no coding required.

*"Sage Intacct lets us run utilization, efficiency, and expense reporting at the project, task, department, or customer level for granular transparency into our labor costs and profitability across various operational categories. This valuable insight helps CTI's leaders manage existing employees' workloads, as well as project future employment needs based on upcoming projects and proposals."*

— Brian Lawrence, Senior Director, Finance & Taxation, CTI

# Interactive custom reporting

**Run Interactive Custom Report** [Customize] [View] [Process & store] [Email] [Add to dashboard] [Memorize]

**AP Vendor Aging Summary and Bill Details Report**  
Report as of Today based on Due Date - Transaction currency

Vendor ID [AP record]	Vendor name [AP record]	Transaction currency [AP record]	Current	1-30	31-60	61-90	Over 90	Total
20007	Emporis Property Management	USD	0.00	0.00	0.00	0.00	203,075.52	203,075.52
20008	Boston Properties	USD	0.00	0.00	0.00	0.00	85,595.92	85,595.92
20020	Peterson Advertising	USD	0.00	0.00	0.00	0.00	3,300.00	3,300.00
20026	Microdot Technologies	USD	0.00	0.00	0.00	0.00	500.00	500.00
20028	Verizon Business	USD	0.00	0.00	0.00	0.00	107,669.30	107,669.30
<b>Grand Total</b>			0.00	0.00	0.00	0.00	400,140.74	400,140.74

Vendor name [AP record] Peterson Advertising

Bill number [AP record]	Date [AP record]	Due date [AP record]	Total	Transaction currency [AP record]
12525	6/16/2019	7/16/2019	3,300.00	USD

[Export]

## In-depth, interactive analysis

The Sage Intacct Interactive Customer Report Writer provides in-depth look-up and analysis of transactional data for making comparisons and finding trends. The Interactive Report Writer is available for view only or build and view. With view only, users can drill, filter, sort, and expand reports to answer specific business questions. A library of more than 60 interactive reports allow for a quick start and rapid analysis of key transactional information. For data-savvy users, the build and view option provides powerful and advanced report creation with live production data while building, hierarchical field selection, drag and drop, automatic formatting, formulas, and subtotals.

*"One of my favorite things about Sage Intacct is having the ability to easily create custom reports on my own. Now, I'm in a position to provide reports more quickly and be a true champion within the organization."*

— Braam du Plooy, Controller, Atlanta Convention & Visitors Bureau

# Robust permissions

The image displays two overlapping software interfaces from Sage Intacct. The background window is titled 'Accounts Payable Permissions' and features a table of permissions for various AP functions. The foreground window is titled 'Financial Report Writer' and shows the 'Set report permissions' configuration for a 'Balance Sheet - Detail' report.

Function	List	View	Delete	Run	Add	Edit
Check Run Detail	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Posted Advances	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Quick Check Entry	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		
Tax Detail	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Tax Schedule	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Tax Schedule Map	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>

Report	Run
AP Ledger	<input checked="" type="checkbox"/>
Recurring Transaction Status	<input checked="" type="checkbox"/>
Vendor Aging Reports/Graphs	<input checked="" type="checkbox"/>
Check Register	<input checked="" type="checkbox"/>
Form 1099	<input checked="" type="checkbox"/>
1099 Reports	<input checked="" type="checkbox"/>
Reclassification Report	<input checked="" type="checkbox"/>
AP Open Items Revaluation Report	<input checked="" type="checkbox"/>

**Financial Report Writer** | Reporting Accounts: [dropdown] | As of date: today | [Preview] [Save] [Save & Done] [Duplicate] [View Audit Trail] [Cancel]

### Set report permissions — Balance Sheet - Detail

**Permissions**

Select which users can access this report.  
Users who are denied access won't see the report in the Financial Reports list, in the Reports Center, and on dashboards.

Report owner: emma

Access list: emma, jim [Add] [Remove]  
Only listed users/groups may access this report.

Exclusion list: Group\Everyone [Add] [Remove]  
Users/Groups in the Exclusion list do not have access to this report.

## Share just what is needed

At Sage Intacct, visibility and security go hand in hand. Reporting comes with granular permissions, allowing the administrator to grant access only when and where it's needed. You can choose to allow access to everyone, limit it to certain user groups, or give individual permission to key people.

*"Sage Intacct puts real-time financial information into the hands of our managers so they're more apt to take ownership and be proactive. They no longer call finance to ask, 'why are my food, paper, or repair costs so high?' because they have the tools they need to identify problem areas themselves and investigate what's impacting their store's profitability."*

— Tammy Getschman, Director of Accounting, (Culvers) S&L Companies

# Learn to report in no time

At Sage Intacct, the commitment to customer success extends to providing learning resources in reporting. With hands-on courses held live in various cities, virtual classroom instructor-led courses, and on-demand learning available through the Sage Intacct education center, the entire finance team can quickly become Sage Intacct reporting pros. Reporting courses include:

- Financial Reporting and Dashboards
- Nonprofit Financial Reporting and Dashboards
- Advanced Reporting and Insights
- Interactive Custom Report Writer



## **MicroAccounting**

### About MicroAccounting

MicroAccounting is a Dallas-based VAR (Value Added Reseller) consulting with companies to select and implement Sage ERP and business management solutions. Contact us to learn how to start gaining greater insights and control across your business.

Learn more about MicroAccounting

Visit [www.microaccounting.com](http://www.microaccounting.com) or call us at 855-876-3773.

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