

# Cash Flow

Effective cash management depends on having the necessary information for making informed financial decisions. The **VI CASH FLOW FORECASTING** module provides financial managers with the tools to not only view a company's current and future cash position but also to manipulate payment dates in order to project various 'what-if' scenarios. Using Cash Flow Forecasting provides a powerful yet easy method of analysing your company's cash resources.

## Features

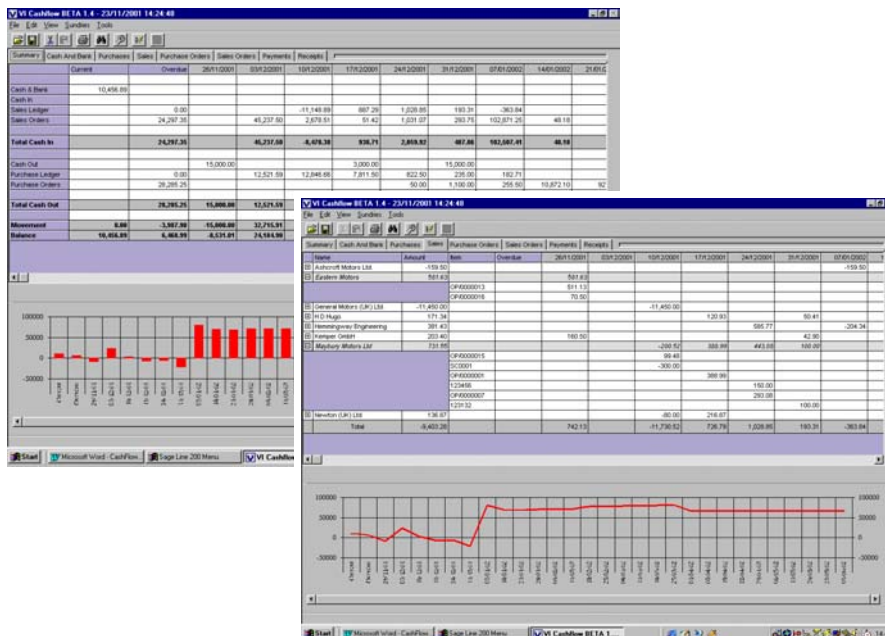
### Cash Forecast Views

Cash Flow Forecasting provides five different views on data affecting cash flow :

- ▲ Cash Summary – showing the total cash in, cash out, nett movement and balance for each period
- ▲ Sales – receipts are initially summarised by customer for each period but it is possible to explode a customer to show their items and then to drill-down to the Sage Enterprise transaction details
- ▲ Purchases – payments are initially summarised by supplier for each period but it is possible to explode a supplier to show their items and then to drill-down to the Sage Enterprise transaction details
- ▲ Sundry Receipts – these are summarised by receipt type (such as cash sales) for each period
- ▲ Sundry Payments – these are summarised by payment type (such as VAT, Inland Revenue, Wages etc) for each period

In each of these views you can change the forecast between daily, weekly or monthly periods.

The cash summary is also depicted at all times by a bar or line graph showing either the cash balance or nett movement in each period, thus highlighting any sudden cash deficiencies or surpluses.



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## Integration with Sage Enterprise

Cash Flow Forecasting constructs a forecast from the following sources :

- ▲ Cash Balance – the starting balance can be calculated either from the current bank account balances in the Sage Enterprise Cash Management module, from a General Ledger account code or can be entered at runtime. If Cash Management is in use the balances of each of the bank accounts can be viewed.
- ▲ Sales – forecast receipts are calculated from sales ledger open items, un-posted invoice and cash items and, optionally, un-invoiced sales orders.
- ▲ Purchases – forecast payments are calculated from purchase ledger open items, un-posted invoice and cash items and, optionally, un-invoiced purchase orders.
- ▲ Sundries – sundry receipts and payments can be entered into the cash forecast and standing orders within the Sage Enterprise Cash Management module can also be incorporated.

Cash Flow allows you to drill-down to source transactions by calling the standard Sage Enterprise Sales and Purchase Enquiries.

## Flexibility

Via Options you can customize the module to suit your own requirements :

- ▲ specify how the starting cash balance will be derived – from Cash Management, a General Ledger account or entered at runtime
- ▲ specify whether sales orders should be included and if so at which status
- ▲ specify a number of days by which receipts should be deferred from the due date to allow for late payment by customers
- ▲ specify whether purchase orders should be included
- ▲ specify a number of days by which payments should be deferred from the due date to allow for late payment

Current Forecast Options

General | Balance | Sales Ledger | Sales Orders | Purchase Ledger | Purchase Orders

Include orders at status:

- Include sales orders in forecast
- Forward orders
- Credit stopped
- Credit stopped back orders
- Back orders
- Orders awaiting despatch
- Despatch note printed orders
- Despatched orders
- Include held orders
- Offset due date by number of days: 10

OK Cancel

## Manipulating Payment Dates

Payment dates can be changed by one of the following methods :

- ▲ apply a global number of days for Sales and Purchase Items when loading payment details into the forecast
- ▲ drag and drop one or more payments to a different day, week or month
- ▲ defer or bring forward one or more payments to a different day, week or month
- ▲ change the payment date for one or more payments

## Sundry Payments and Receipts

Payments and receipts that do not go through one of the ledgers can be entered via the Cash Flow Forecasting program. This allows payments such as wages and salaries, VAT, PAYE and NI, expenses and standing orders to be included in the forecast. The sundry receipts option would most typically be used for cash sales but could also be used to enter sales forecasts beyond the period for which sales orders exist.

The option allows you to define the amount, frequency, duration and timing of these payments/receipts.

Payment Setup

Description: Monthly Salaries  
Reference: Centrefile  
Start Date: 01/01/2001  
Frequency: Monthly  
Enabled:

Payment Type  
 Fixed  Variable  Percentage of other item

Fixed Amount  
Amount: 15,000.00  
Payment Date: Last working day of month  
Specified Date: 1  
No of Periods: 12

OK Cancel Remove

## Multiple Forecasts

The Cash Flow Forecasting program allows you to create multiple forecasts, thus allowing various 'what-if' scenarios to be projected based on different parameters, sundry payments and amended payment dates.

Forecasts can be refreshed at any point to incorporate newly posted items, whether invoices or cash, since the forecast was last updated.

## Export

Although the Cash Flow Forecasting program provides all the necessary tools for manipulating cash flow data, it is possible to export data to other application such as Excel.