

planguru<sup>®</sup> UNIVERSITY

*Class 2, First Half: Consolidations*



**Presenter:** Christian Wielage

## **Class 2 First Half**

In this class we will demonstrate how the PlanGuru consolidation tool works. This can help you with any client situation that requires a multiple analyzes: locations, departments, divisions, projects or other.

### **A. Laying the Foundation**

- 1) “Stamping Out” the analyses

### **B. Running the Consolidation Analysis (w/o account numbers)**

### **C. System Re-Calcs**

- 1) Linked Lines

### **D. Consolidating with Account Numbers**

## Case Study 3: Consolidation

Use the provided Excel file and follow the steps from class to create a basic consolidation analysis. You are more than welcome to substitute a real client situation for this case study\*

### Requirements

- Set up the analysis for 2 years budgeted with one year of historical data, monthly
- Import the first tab of the *Consolidation Import* file
- Build in the forecasting methods demonstrated in class
  - Add the overhead expense line and link it to *Overhead Allocation* file
- Replicate the analysis twice and import tabs 2 and 3 from the *Consolidation Import* file.
  - Break Excel Link and Re-link it to the appropriate line in the *Overhead Allocation* file
- Detailed instructions will be contained in the recorded session.
- Run the reports for Location 1, Location 2 and the consolidated view.

\* Your client does not need to be a multi-analysis situation. You can simply build the first analysis, replicate it and consolidate.

# ***PlanGuru University***

## *Class 2 Second Half: Reporting and Ongoing Analysis*



**Presenter:** Christian Wielage

## **PGU Class 2, Second Half**

In this class we talk about the ongoing analysis necessary to measure performance. Without the routine follow-up (featuring budget vs. actuals and a rolling forecast) a budget built at the beginning of the year simply ends up in a desk drawer; where it cannot add any value.

### **A. Budget vs. Actuals**

1. PlanGuru in tool reporting
2. Using ARA

### **B. Rolling Forecast**

### **C. Year to Year Roll-over**

## Case Study 4: Ongoing Analysis

For this case study you can start with the file provided in the course materials or you can use data from a real client project.

### Requirements

- Create an analysis with at least one historical period and one budgeted period and import historical data and a chart of accounts.
- Import Actual Results for at least one month
- Run Budget vs. Actual Report
- Perform a Rolling Forecast
- Perform an Annual Rollforward
  - Import the full year of Actual Results into the 2013 before the Rollforward
- Submit PDFs for the following:
  - Budget vs Actual – Single month (and YTD if you imported multiple months of actual results)
  - Rolling Forecast - Single Year Income Statement by month
  - Annual Rollforward - Single Year Income Statement by month