# Oracle Planning Best Practices

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FP&A, Consolidations, and Reporting

# Agenda

- Background
- Functional/Design Process
- Design Considerations
- System 9 Current Features/Enhancements
- Planning/Consolidation within one Application

# Practice Background

- Leader in EPM Solutions focused around Oracle Hyperion Solutions
- Leader of BIPM FP&A Practice
- 1st Original Customer of Hyperion Planning
- Member of Oracle Customer Advisory Board
- Member of Oracle Beta Development Team
- Consultant experiences (100's of Implementation)

# Practice Background

- Member of Oracle Application User Group
- Extensive FP&A, Consolidation and Reporting Experience
- Strong Technical Expertise
- Full Implementation Partner

# Industry Background

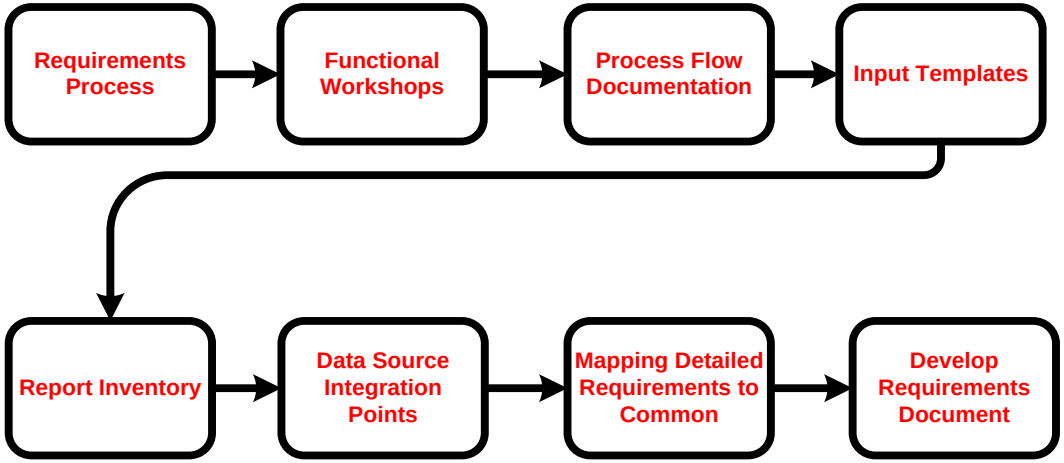
- Solutions built around the following industries
  - Financial Services
  - Manufacturing
  - Retail
  - High Tech
  - Consumer
  - Travel
  - Higher Education
  - Healthcare
  - Communications

# Requirements / Design

# Requirements Process

- Focused Workshops with each functional area
- Process Documentation from each workshop
- Detailed Report Document Inventory
- Mapping of specific requirements to common elements
- Data Source Analysis
- Detailed Requirements Document

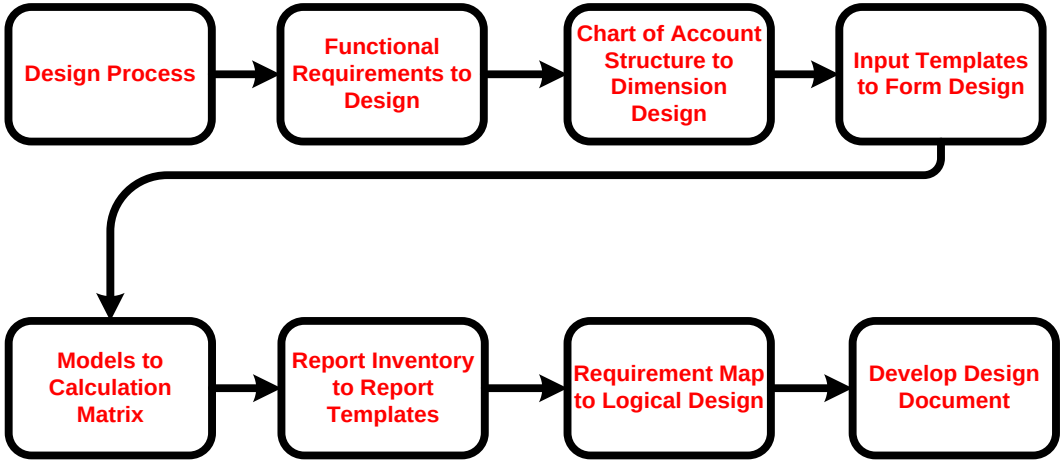
# Requirements Flow



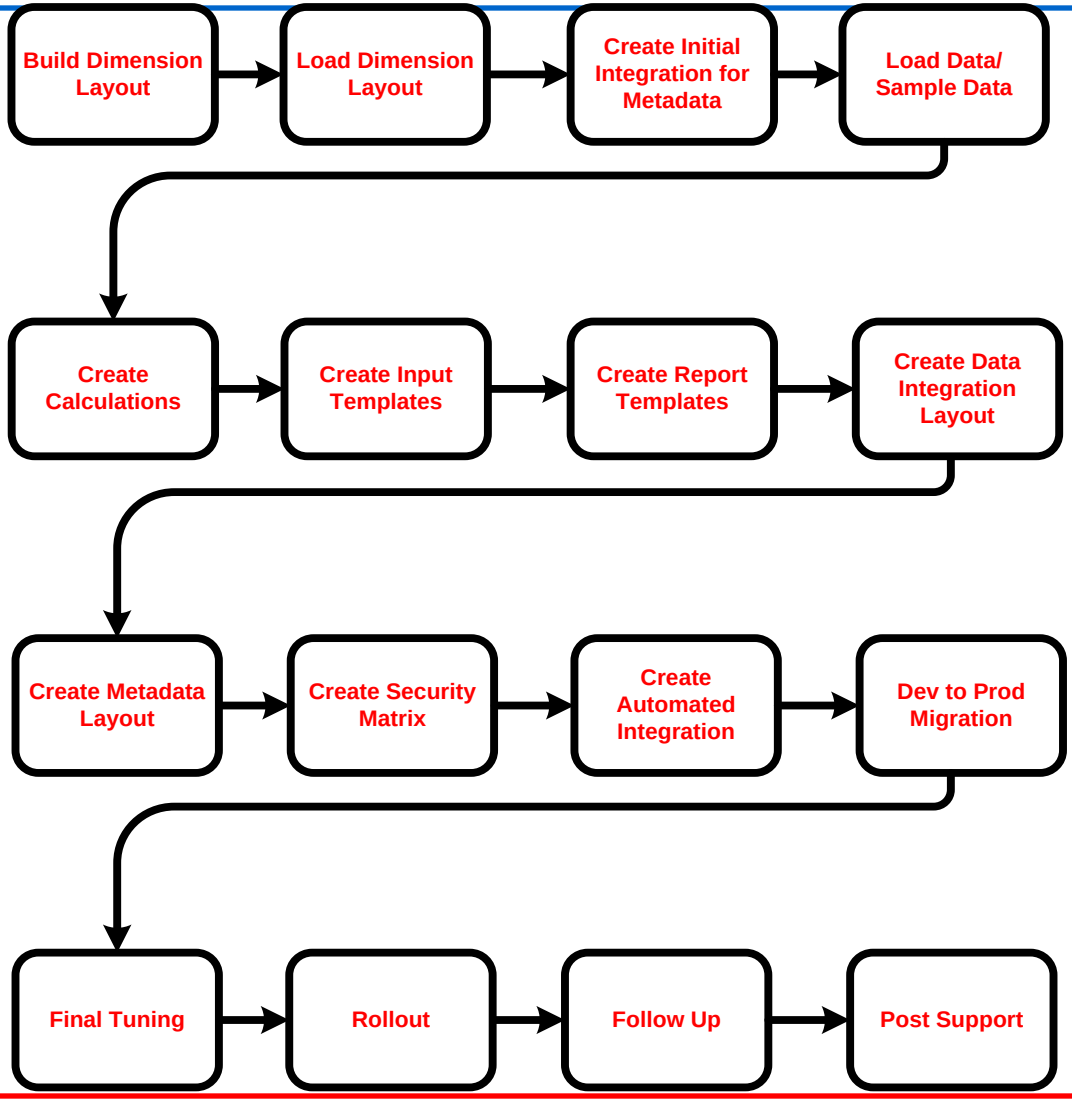
# Design Process

- Mapping Functional Requirements to Design
- Chart of Accounts Structure to Dimension Design
- Input Templates to Form Design
- Functional Models to Calculation Matrix
- Report Inventory to Report Templates
- Requirement Map to Logical Design
- Design Document

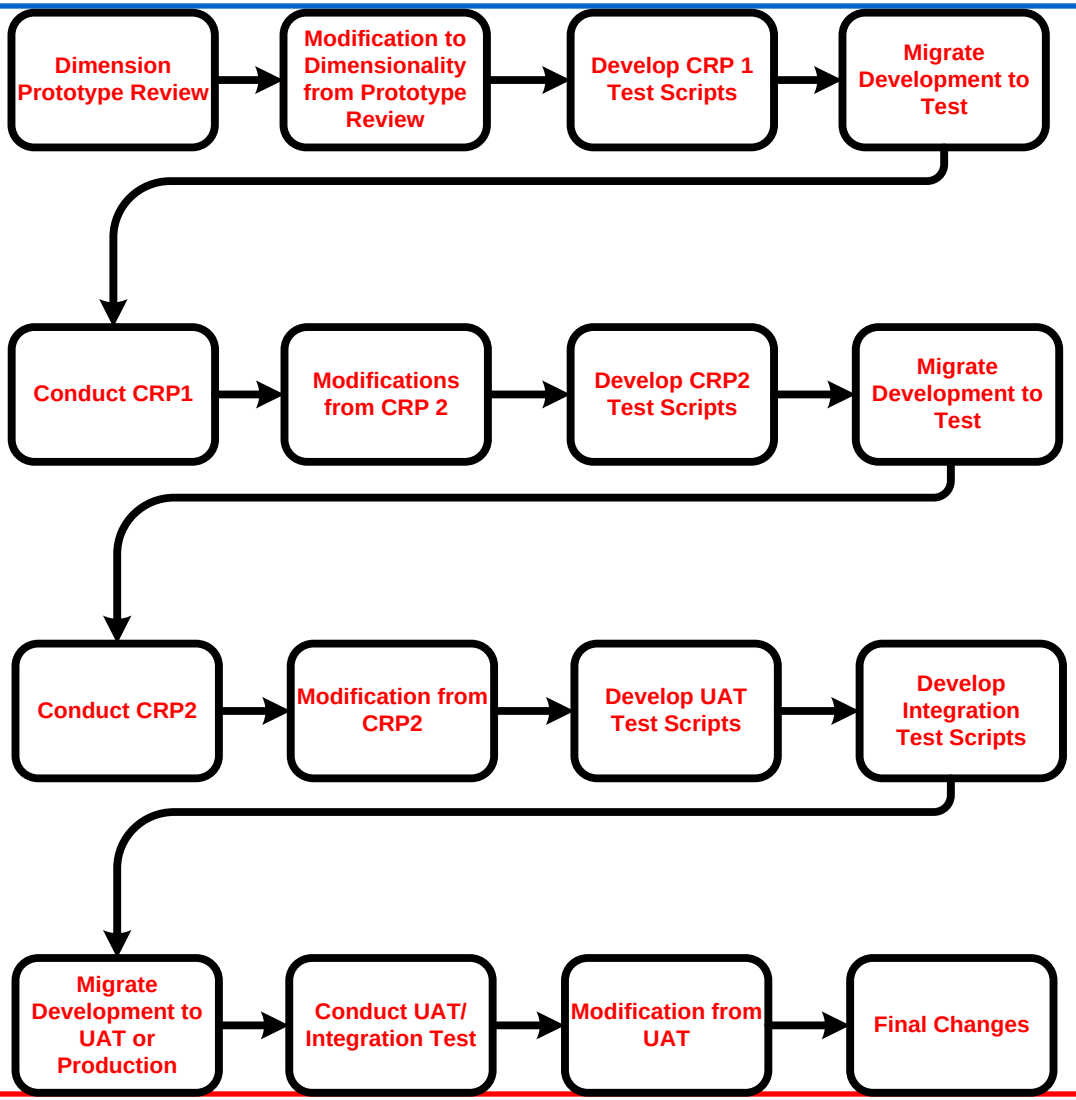
# Design Flow


Design Process
Functional Requirements to Design
Chart of Account Structure to Dimension Design
Input Templates to Form Design
Models to Calculation Matrix
Report Inventory to Report Templates
Requirement Map to Logical Design
Develop Design Document

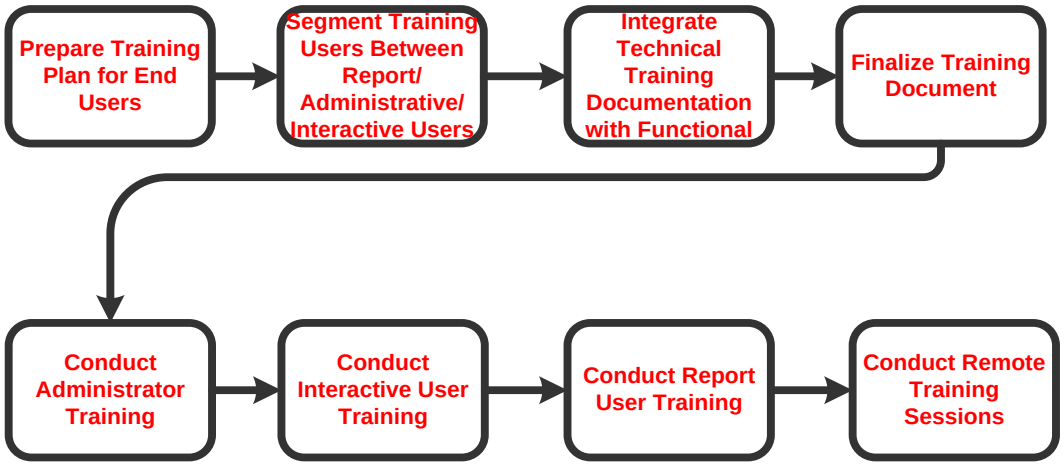
# Development Process



# Testing Process



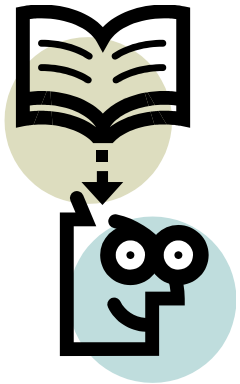
# Training Process



# Benefits of EPM System

- Data Integrity (Single Version of the Truth)
- Cohesive Process
- Consistent Reporting
- Leveraging of Microsoft Office Suite
- Clear indicators of business drivers
- Automation of Data Sources

# Best Practices



# Current Pre Assessment

- High Use of Excel
- Complex Model
- Decentralized Process
- Minimal Drivers
- Inconsistent Reporting
- Inconsistent Data
- Minimal Analysis

# Future Assessment

- Centralized Planning Model
- Common Reporting Framework
- Integrated Reporting/Planning Platform
- Integrated Models
- Driver based budgeting
- Centralized Data Integration
- Common Security
- Web/Excel User Experience

# Guiding Principles - Overall

- Technology can help the process, but changes can be implemented across the process side as well
- Increase in efficiency
- Increase in effectiveness
- Processes will change over time as system adaptability increases
- Processes and technology should be implemented in sync
- Don’t just replicate your current process, take advantage of more efficiency

# Common Design Principles

- Design, design, design.
- Don’t just look at what you do today. Don't try to model your entire Hyperion Planning environment in one application.
- Do a phased approach
- Design your most common reporting needs in the main hierarchy structure (divisionally, functionally, company).
- Design your business rules so they can easily be modified with org structure changes, account structure changes.
- Create standardized forms that can accommodate most users
- Provide a robust reporting environments (Excel, Standard, Dashboards)

# Product Suite Use Cases

- P&L Application
- Balance Sheet Application
- Cash Flow Application
- Product Applications
- Project Application
- Marketing Application
- Employee Application
- Capital Application
- Allocation Model
- Product P&L's

# Product Suite Use Cases

- Commission Model
- Consolidation Application
- Financial Reporting Application
- Operational Reporting Application
- Transaction Drill Through Model
- Dimension Maintenance Model
- Operational Model
- What If/Target Setting Application
- Business Segment Model
- Currency Application

# Phased Approaches

- Phase I:P&L Model
- Phase II: Balance Sheet, Cash Flow, Autonomous Models
- Phase III: Operational Models and Reporting

# Common Elements Best Practices

- Budgeting/Forecasting is not an exact science, it should be your guide
- Focused Models-Unique Accounts/Drivers in Each Model, calculate focused models
- Integrate Common Elements/Common Stats
- All Data Entered at Lowest Level for continuity
- Create TopDown Application
- Limit the use of excessive amounts of Inputs, more Common Drivers

# Best Practices for Line Items

- Expense forecasting by specific GL account line item
- Driver based budgeting for certain line items
- Most users budget 30-50 line items with extensive supporting detail for non-calculated line items
- Focus on common drivers

# Product Planning

- Load Historical Data for Driving Future Revenue
- Adjust Common Drivers/Assumptions
- Focus on Initial 12 to 36 Months of Budget/Forecast
- Drive Integrated Revenue/Expense-Dependencies
- Review Inputs Via Drivers vs Detailed Schedules
- Focus on the areas that drive the Business

# Employee Planning

- Load Employee Data for Budget via end date Payroll Cycle
- Load Employee Data via end date Payroll Cycles for Forecasting
- Adjust Burden/Merit/Bonus/Salary Assumptions
- Adjust New Hires/Headcount Reductions
- Employee Planning Process should be simple, this is not an HR System

# Expense Planning

- All Headcount should not be adjusted as it is derived from Detail, Accounts will locked
- Use Drivers for Common Elements (Travel, Recruiting, Office Supplies, Contract Labor)
- Inputting of Direct Expenses should be less than 50
- Use Supporting Detail where necessary to Build up Budget/Forecast
- Use Revenue/Headcount as Basis for Costs

# Capital Planning

- Planning by Asset Type
- Building up Capital Detail with Supporting Detail
- Common Drivers for Capital Expenditures (Computers, Furniture/Fixtures)

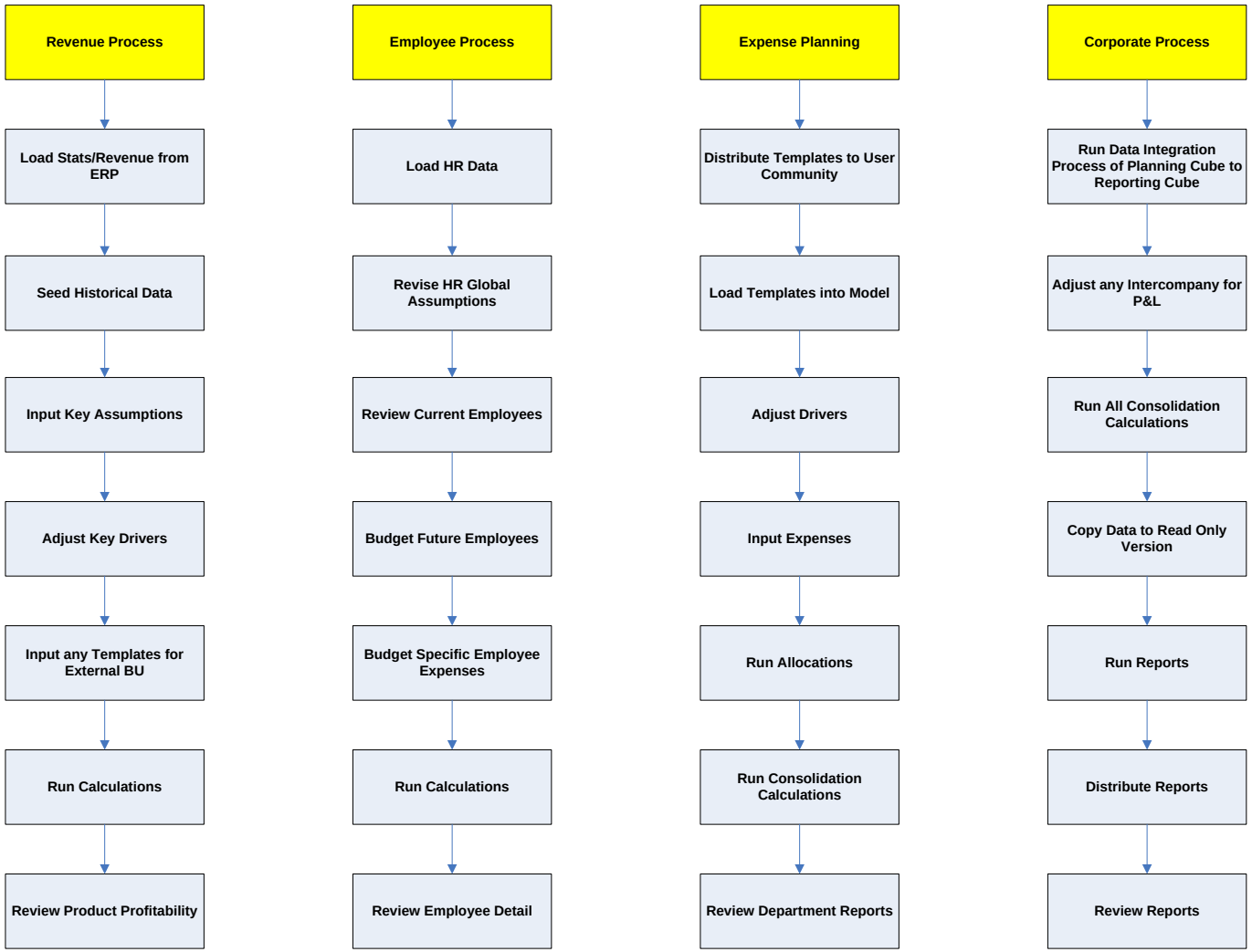
# Project Planning

- Headcount Planning by Project
- Capital Planning by Project
- Expense Planning by Project
- Don’t affect the entire user base if limited use design project app

# Reporting/Consolidation

- Focused Consolidation for Specific Division Reporting
- Corporate Consolidation/Reporting via locked down process
- Lock users for updating working versions via process management or scenario control

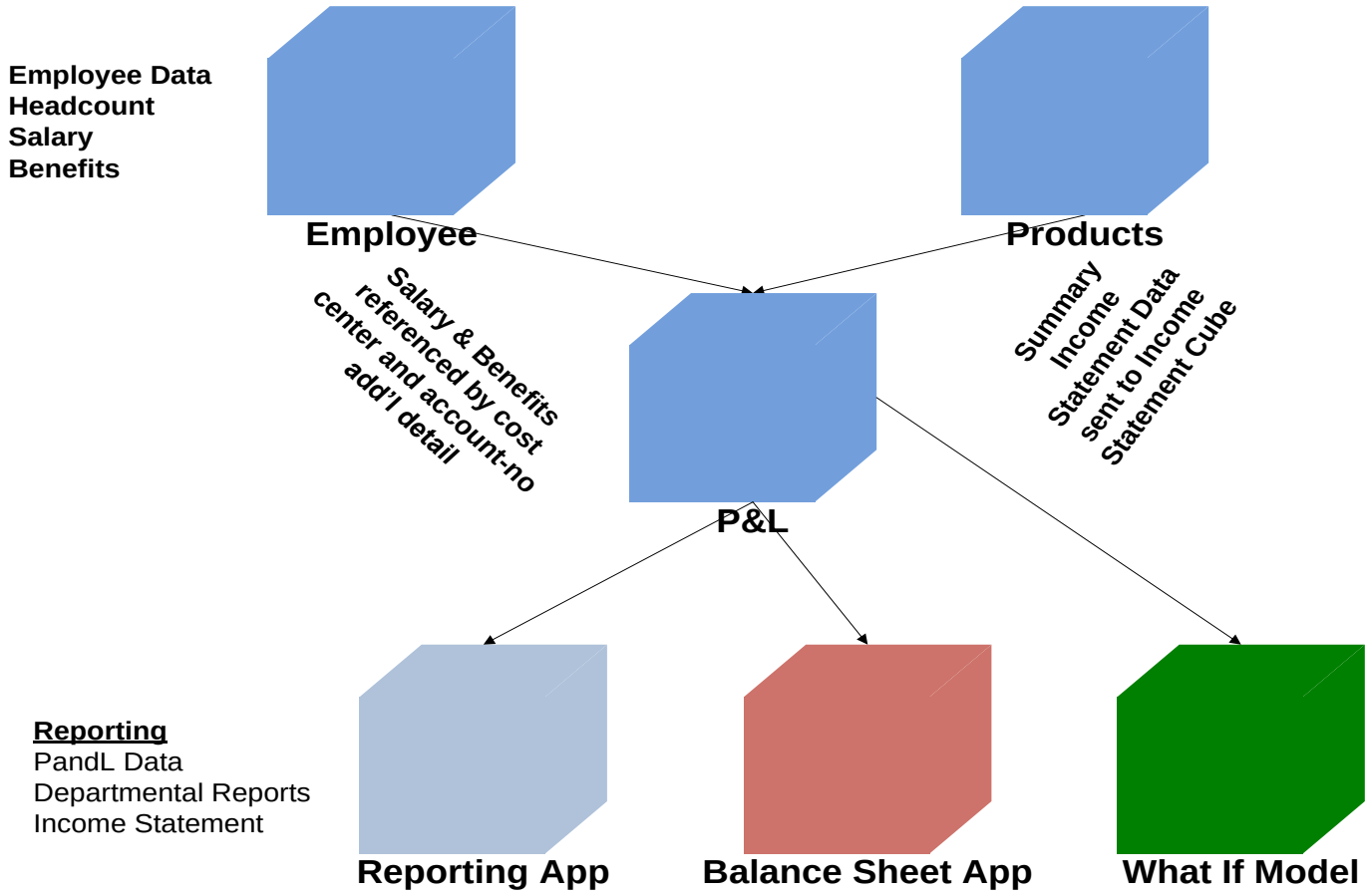
# Process Example-Update



# Design Best Practices

- Best practices on dimension design
- Standardized dimensionality for single currency
- Dimensions size to 10 dimensions
- Hybrid Dimensions

# Logical Design Model



# Allocations

- Manufacturing Allocations
- Facilities, IT, G&A Allocations
- Activity/Project Based Allocations
- Business Unit Allocations
- Fully Burdened P&L
- Capital Allocations
- Sales & Marketing Allocations
- ABC Allocations

# Best Practices - IT Allocations

- IT Allocations Best Practices
  - Allocate cost based upon number of pc's per department for general IT Allocation
  - Allocate direct server expenses for specific department use for either capital or direct expenses supporting the environment
  - Allocate general IT expenses (Email, Intranet, etc) based upon the number of employees per department

# Best Practices - Facilities Costs

- Facility Cost Allocations Best Practices
  - Allocate cost based upon square footage per department for true facility costs
  - Allocate office supplies/general office expenses based upon # of employees per department
  - Allocate direct facility expenses to facility general cost center within each business unit

# Best Practices – G&A

- G&A Allocations Best Practices
  - Allocate cost based upon revenue/headcount for each business unit
  - Allocate direct cost from G&A based upon direct activities/project for new or existing business units

# Allocation Process-Step 1-Source

- Identify the Source of the Costs
  - Business Unit Level
  - Department Level
  - Account Level
  - Product Level
  - Project Level

# Allocation Process-Step 2-Methodology

- Identify the Methodology for the Allocation
  - Basis of Revenue
  - Basis of Costs
  - Headcount
  - Square Footage
  - Project Methodology
  - Multiple Steps

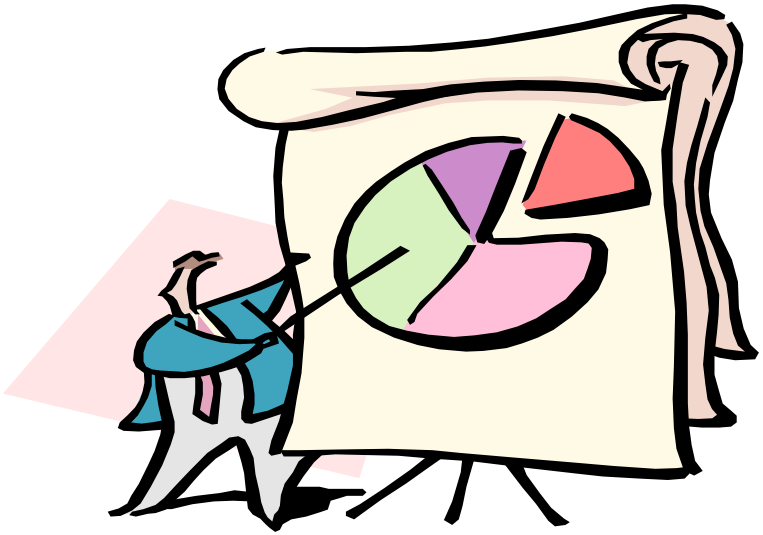
# Allocation Process-Step 3-Home for Costs

- Identify the Home for Costs
  - Allocate each components of costs to unique account so that traceability is easily maintained and documented
  - Provide standard report with details of each account being allocated

# Allocation Process-Step 4-Credit of Costs

- Identify the Destination Credit
  - Credit the originating source of the costs
  - Use unique account for crediting the source, to easily determine traceability of debit/credit of full allocation process

# Application Best Practices



# Application Setup

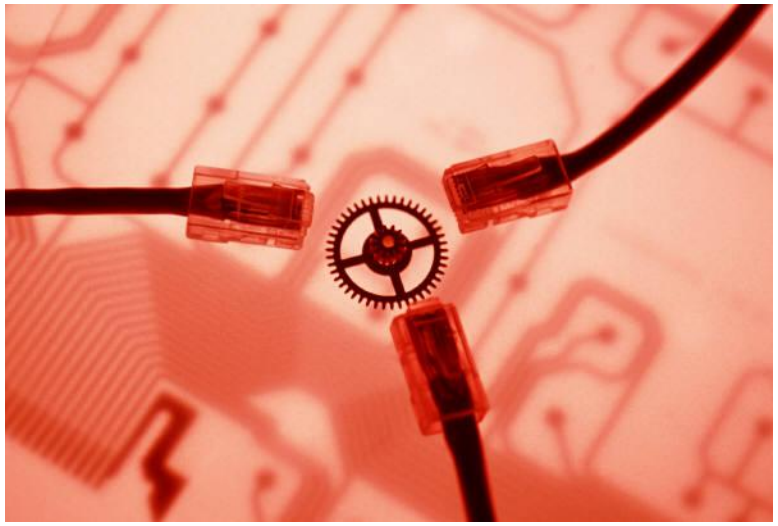
- Classic Application vs BPMA
- Single Currency vs Multi Currency
- How many Plan Types?
- Calendar Setup

# Metadata Maintenance

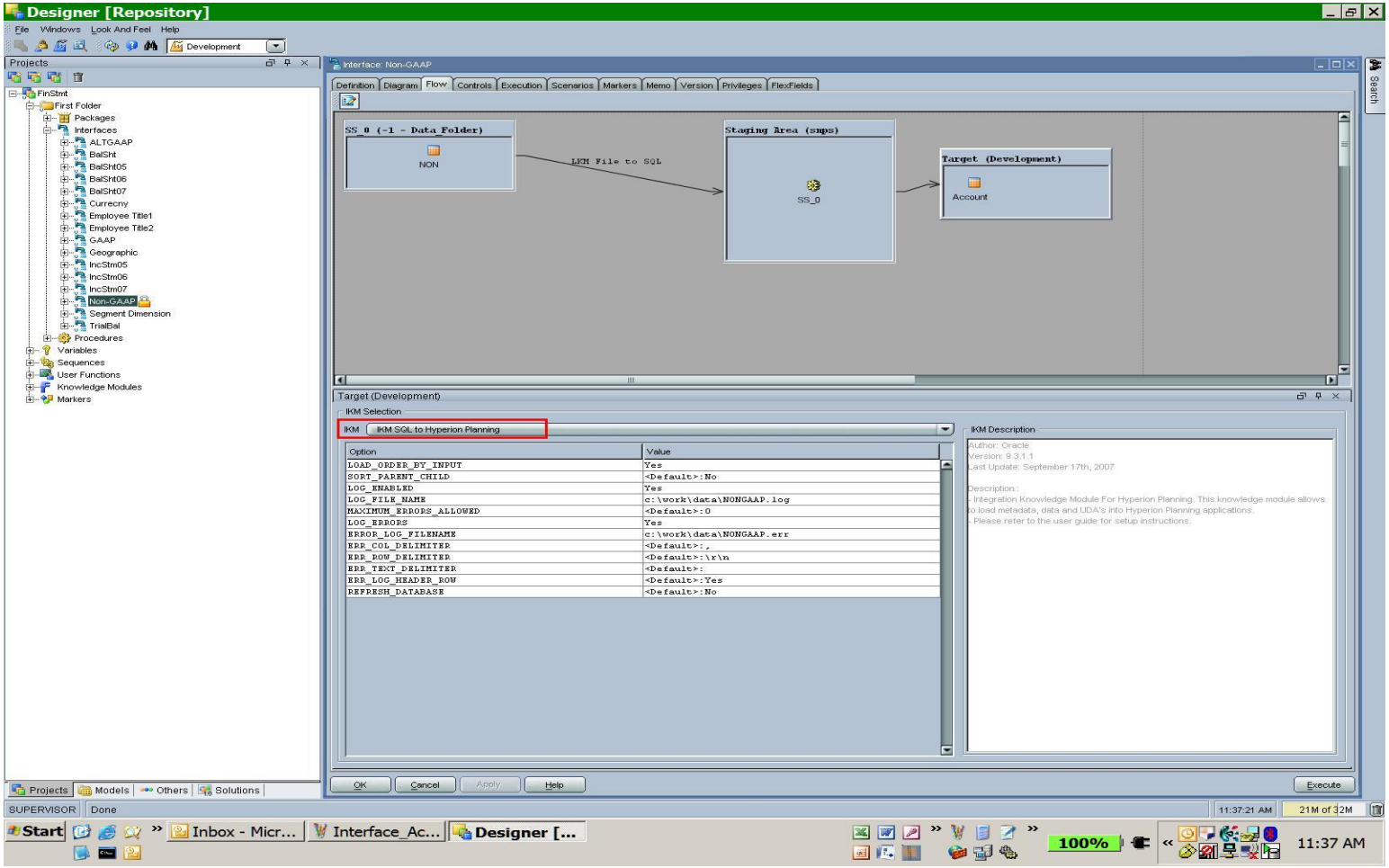
- EPMA
- Master Data Management
- Essbase/Planning Master Data Model

# Data Integration

- ODI
- DIM
- Data Load Rules
- FDM



# ODI Screenshot



# Form Design

- Asymmetrical rows
- Asymmetrical columns
- Optimal form size
- Leverage sub-variables and user variables
- Leverage Smart View for large forms
- Not all forms will satisfy all users
- Linked Formulas in SmartView,notate via cell text

# Calculation Design

- Substitution variable usage
- Runtime prompts for specific types of calculation
- Process Calculations
- Batch calculations
- Consolidated Calcs, Focused Calcs
- Process Division Consolidations at conclusion of Budget/Forecast

# Security Design

- User security (Adding Users)
- Network Groups
- Group security (Common Elements)
- Dimension security (Detailed access)
- Calc security (HBR and Essbase Calcs)
- Form security (Common)
- Data Sensitivity Issues

# Report Design

- Point of View
- Prompts by user
- Batches, Scheduling monthly books
- Snapshots, be careful with security
- Create a Standard Set 30 to 50 Reports
- Create Batch Process for Monthly Reports
- Disable Access for Certain Report during critical process times
- Create ASO Model for Archiving and Report Distribution

# Workspace

- Create Department Folders
- Create Excel Ad-Hoc models
- Create Dashboard for both KPI's Metrics and Ad-Hoc Analysis (Standard, and Ad-Hoc)

# Data Movement

- Xref
  - Small Data Sets
  - Dynamic Xref-Minimal accounts
- Report Scripts-Efficient at times, with smaller dimensional models, not large extraction
- Customized Extraction Utility, Large amounts of data

# Essbase vs Planning

- No Differences anymore all changes need to be made in planning

# Reasons for Allocations

- Fully Burdened P&L
- Determining the profitability of product line
- Project Based Organizations for engineering type costs
- Business Segment Allocations
- Activity Based Budgeting

# System 9 Features/Enhancements

# Current Functionality

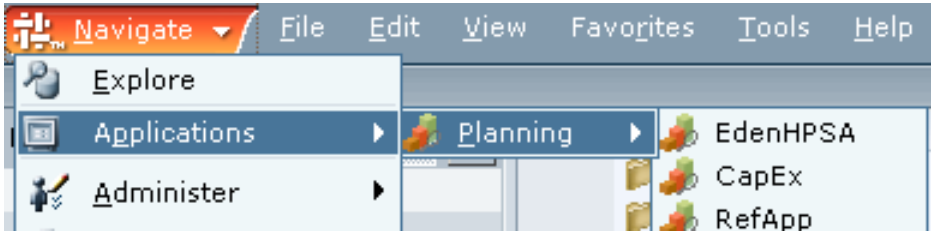
- User Variables, guiding users to change data elements without affecting the number of forms
- Task List-Helpful process with guiding user into specific tasks
- Smart View-Use Cases
- Interactive Menus
- Text Description Boxes

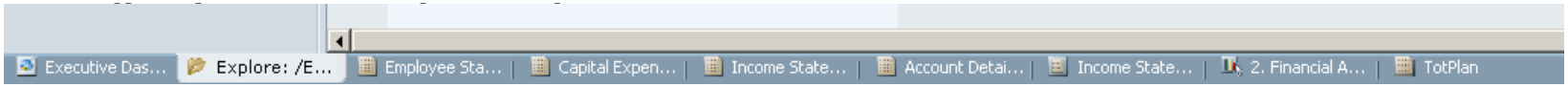
# Other Functionality

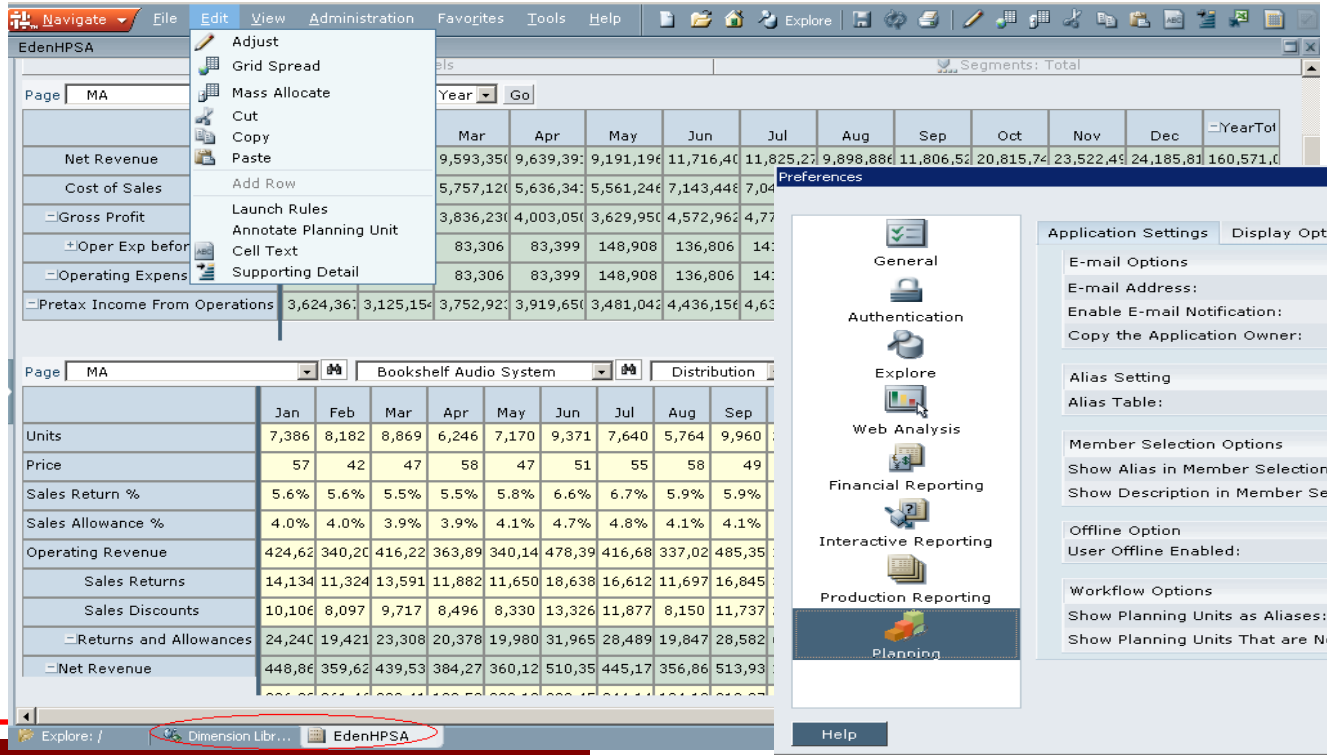
- Essbase Lock and Send Access
- Multiple Application Windows
- SmartView Ad Hoc
- Refresh in Web/No more Desktop
- All metadata maintenance in planning
- Offline Planning
- EPMA

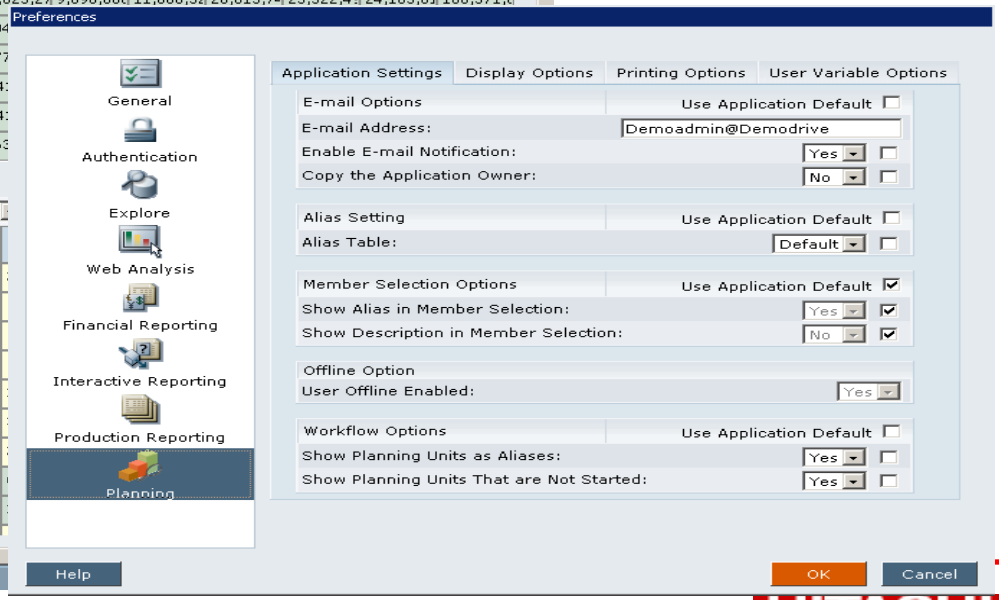
# Workspace Integration

- Tabbed view of content
- Seamless integration of Planning menu within Workspace
- One interface. Seamless navigation for



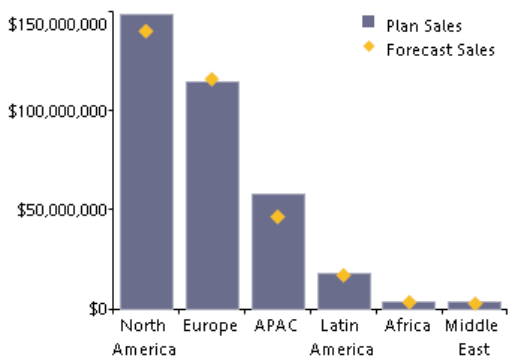




Hitachi Consulting

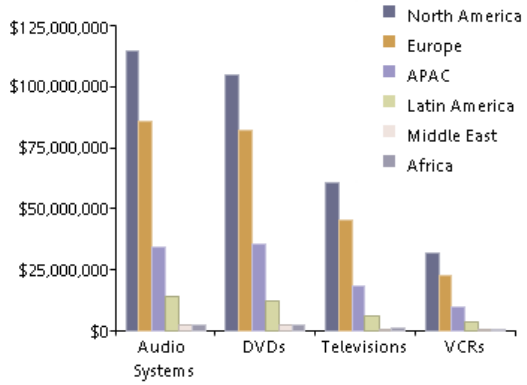
HITACHI Inspire the Next

# Workspace

**Forecast vs Plan (Current Qtr)**



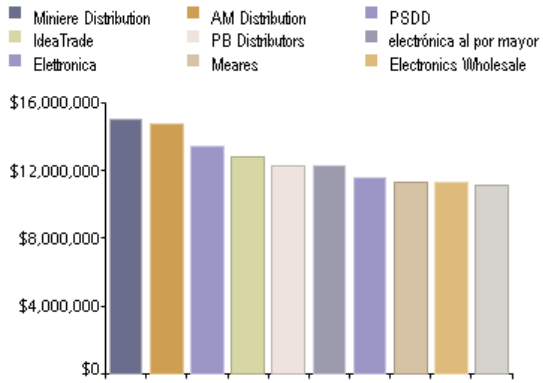

**Pipeline by Product by Geography**




**Quick Links**

- Financial Management
- Budgeting & Forecasting
- Sales Dashboard
- Finance Dashboard
- Operations Dashboard
- Human Resources App

**Top 10 Customers (Current Qtr)**



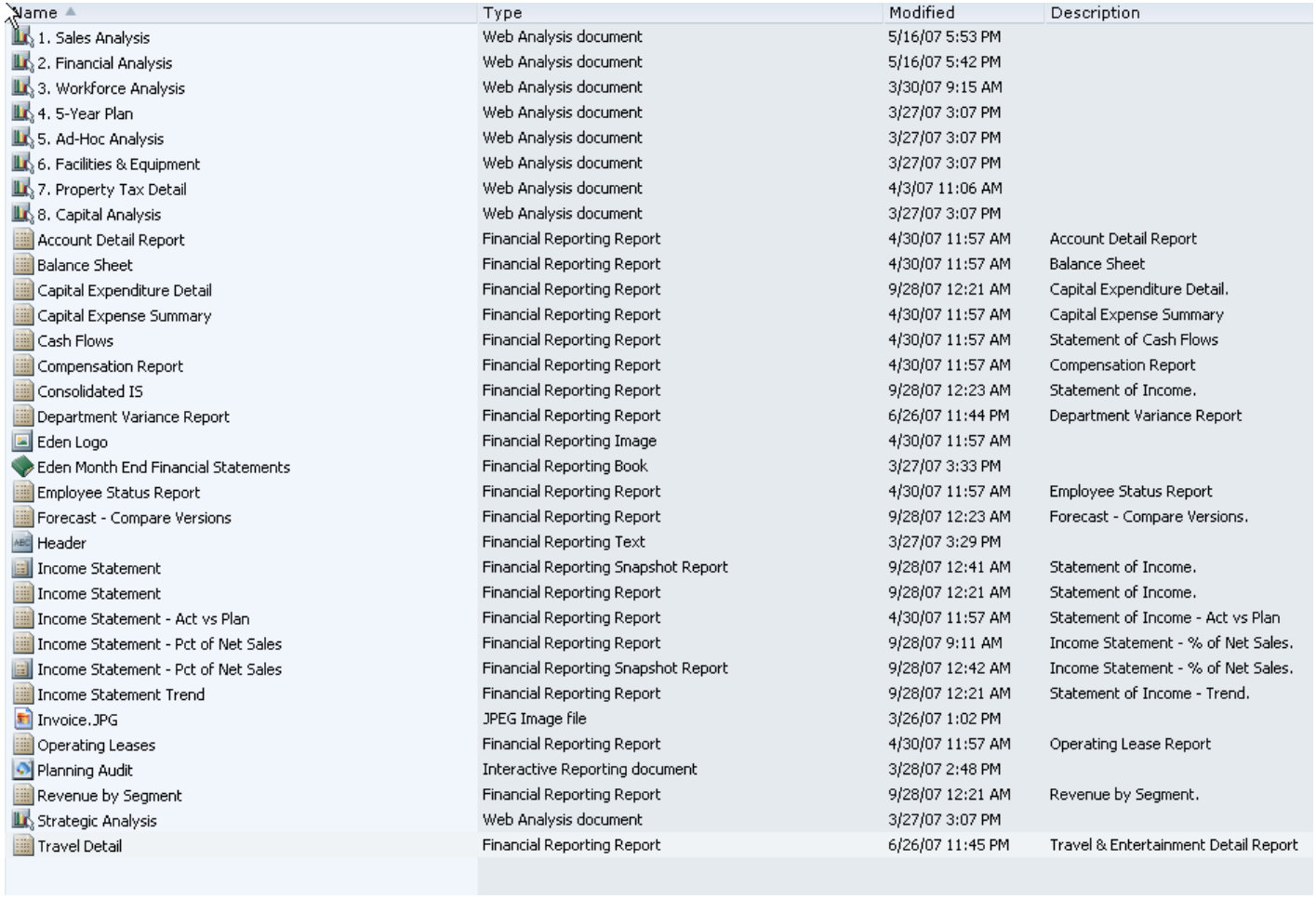

**Balance Sheet**

| | Actual |
|---|---|
| Current Assets | $942,309,183.80 |
| Fixed Assets | $681,270,958.50 |
| Other Assets | $178,251,793.20 |
| **Total Assets** | **$1,801,831,935.50** |
| Current Liabilities | $555,147,937.30 |
| Long-Term Liabilities | $694,862,009.40 |
| **Total Liabilities** | **$1,250,009,946.70** |
| Total Shareholder's Equity | $551,821,988.80 |
| **Total Liabilities and Equity** | **$1,801,831,935.50** |

**Alerts**

- Customer Sat & Mkt Share
- Net Income Below Plan
- Revenue Below Plan
- Code of Conduct Training

# Workspace Folder View



| Name | Type | Modified | Description |
|---|---|---|---|
| 1. Sales Analysis | Web Analysis document | 5/16/07 5:53 PM | |
| 2. Financial Analysis | Web Analysis document | 5/16/07 5:42 PM | |
| 3. Workforce Analysis | Web Analysis document | 3/30/07 9:15 AM | |
| 4. 5-Year Plan | Web Analysis document | 3/27/07 3:07 PM | |
| 5. Ad-Hoc Analysis | Web Analysis document | 3/27/07 3:07 PM | |
| 6. Facilities & Equipment | Web Analysis document | 3/27/07 3:07 PM | |
| 7. Property Tax Detail | Web Analysis document | 4/3/07 11:06 AM | |
| 8. Capital Analysis | Web Analysis document | 3/27/07 3:07 PM | |
| Account Detail Report | Financial Reporting Report | 4/30/07 11:57 AM | Account Detail Report |
| Balance Sheet | Financial Reporting Report | 4/30/07 11:57 AM | Balance Sheet |
| Capital Expenditure Detail | Financial Reporting Report | 9/28/07 12:21 AM | Capital Expenditure Detail. |
| Capital Expense Summary | Financial Reporting Report | 4/30/07 11:57 AM | Capital Expense Summary |
| Cash Flows | Financial Reporting Report | 4/30/07 11:57 AM | Statement of Cash Flows |
| Compensation Report | Financial Reporting Report | 4/30/07 11:57 AM | Compensation Report |
| Consolidated IS | Financial Reporting Report | 9/28/07 12:23 AM | Statement of Income. |
| Department Variance Report | Financial Reporting Report | 6/26/07 11:44 PM | Department Variance Report |
| Eden Logo | Financial Reporting Image | 4/30/07 11:57 AM | |
| Eden Month End Financial Statements | Financial Reporting Book | 3/27/07 3:33 PM | |
| Employee Status Report | Financial Reporting Report | 4/30/07 11:57 AM | Employee Status Report |
| Forecast - Compare Versions | Financial Reporting Report | 9/28/07 12:23 AM | Forecast - Compare Versions. |
| Header | Financial Reporting Text | 3/27/07 3:29 PM | |
| Income Statement | Financial Reporting Snapshot Report | 9/28/07 12:41 AM | Statement of Income. |
| Income Statement | Financial Reporting Report | 9/28/07 12:21 AM | Statement of Income. |
| Income Statement - Act vs Plan | Financial Reporting Report | 4/30/07 11:57 AM | Statement of Income - Act vs Plan |
| Income Statement - Pct of Net Sales | Financial Reporting Report | 9/28/07 9:11 AM | Income Statement - % of Net Sales. |
| Income Statement - Pct of Net Sales | Financial Reporting Snapshot Report | 9/28/07 12:42 AM | Income Statement - % of Net Sales. |
| Income Statement Trend | Financial Reporting Report | 9/28/07 12:21 AM | Statement of Income - Trend. |
| Invoice.JPG | JPEG Image file | 3/26/07 1:02 PM | |
| Operating Leases | Financial Reporting Report | 4/30/07 11:57 AM | Operating Lease Report |
| Planning Audit | Interactive Reporting document | 3/28/07 2:48 PM | |
| Revenue by Segment | Financial Reporting Report | 9/28/07 12:21 AM | Revenue by Segment. |
| Strategic Analysis | Web Analysis document | 3/27/07 3:07 PM | |
| Travel Detail | Financial Reporting Report | 6/26/07 11:45 PM | Travel & Entertainment Detail Report |

# Text Reports

| | Assumption | | | | | | | | YearTotal |
|---|---|---|---|---|---|---|---|---|---|
| | Employee Type | FT/PT | FTE | Merit Month | Position | Grade | Tax Region | Health Plan | Performance | Total Compensation |
| **Employee** | | | | | | | | | | |
| Virginia Green - Sales Admin | Regular | FT | 1 | Jan | Assistant | 1 | No Region | Family | N/A | 22,517 |
| Debra Nelson - Sales Rep | Regular | FT | 1 | Apr | Manager | 2 | USA | Family | N/A | 9,650 |
| George Cook - Sales Rep | Regular | FT | 1 | Mar | Manager | 2 | USA | Individual+1 | N/A | 37,100 |
| Jose Peterson - Sr Sales Rep | Regular | FT | 1 | Jul | Director | 8 | USA | Family | N/A | 103,600 |
| Andrew Sanders - Dir-USA Production | Regular | FT | 1 | - | Assistant | 1 | USA | Individual | N/A | 33,200 |
| TBH1 | Regular | FT | 1 | - | Assistant | 1 | USA | Individual | N/A | 26,000 |
| TBH2 | Contractor | FT | 1 | - | Assistant | 1 | USA | Individual | N/A | 45,000 |
| TBH3 | Regular | FT | 1 | - | Director | 40 | USA | Family | N/A | 2,103 |
| TBH4 | Regular | FT | 1 | - | Assistant | 5 | USA | Individual | N/A | 53,404 |
| TBH5 | Regular | FT | 1 | - | Director | 7 | EMEA | Family | N/A | 70,200 |
| Total Employees | - | - | 10 | - | - | - | - | - | - | 402,773 |

# Text Descriptions

Page: MA

| | | Asset Description | Asset Units | Asset Rate | Basic Cost | Purchase Date | In Service Date | Salvage | Priority | Justification |
|---|---|---|---|---|---|---|---|---|---|---|
| Furniture and Fixtures | Line Item 1 | Office Furniture | 1 | 5,000 | 5,000 | 3/1/07 | 3/1/07 | 500 | High | New Hires |
| | Line Item 2 | Chairs | 1 | 5,000 | 5,000 | 7/24/07 | 8/1/07 | 500 | High | Sitting on Floor |
| | Line Item 3 | big chair | 1 | 500 | 500 | 6/29/07 | 7/9/07 | 10 | High | NEED IT |
| | Line Item 4 | bigger chair | 1 | 10,000 | 10,000 | 8/24/07 | 8/24/07 | 0 | Medium | 0 |
| Vehicles | Line Item 1 | Sales Manager - New Auto | 1 | 30,000 | 30,000 | 3/1/07 | 3/1/07 | 5,000 | High | New Hire |
| | Line Item 2 | Cars for Exec | 5 | 50,000 | 250,000 | 7/2/07 | 7/2/07 | 25,000 | Medium | New hires |
| Computers | Line Item 1 | Lenova Laptop | 20 | 4,000 | 4,000 | 3/1/07 | 3/1/07 | 500 | High | New Hire |
| | Line Item 2 | HP | 1 | 40,000 | 40,000 | 10/2/07 | 10/22/07 | 2,000 | High | ROI over 20% |
| **Tangible Assets** | **Total New** | | - | - | **344,500** | | | - | - | |

# Financial Report

| Jan | | | | YTD | | |
|---|---|---|---|---|---|---|
| Actual | Plan | Var % | | Actual | Plan | Var % |
| 156,793,906 | 166,504,726 | $ (0.06% | Net Revenue | 156,793,906 | 166,504,726 | $ (0.06% |
| 101,217,315 | 98,202,516 | -0.03% | Cost of Sales | 101,217,315 | 98,202,516 | -0.03% |
| **55,576,591** | **68,302,210** | **-0.19%** | **Gross Profit** | **55,576,591** | **68,302,210** | **-0.19%** |
| 35.4% | 41.0% | - | Gross Margin % | 35.4% | 41.0% | - |
| 2,265,464 | 2,136,201 | -0.06% | Total Travel | 2,265,464 | 2,136,201 | -0.06% |
| 678,030 | 678,761 | 0.00% | General Supplies | 678,030 | 678,761 | 0.00% |
| 1,179,957 | 1,175,965 | 0.00% | Telecommunications | 1,179,957 | 1,175,965 | 0.00% |
| 2,777,829 | 2,764,343 | 0.00% | Equipment Maintenance | 2,777,829 | 2,764,343 | 0.00% |
| 19,028,926 | 7,471,645 | -1.55% | Fees Outside Services | 19,028,926 | 7,471,645 | -1.55% |
| 2,418,569 | 2,419,251 | 0.00% | Facilities Exp | 2,418,569 | 2,419,251 | 0.00% |
| 402,259 | 403,625 | 0.00% | Utilities | 402,259 | 403,625 | 0.00% |
| 3,330,155 | 5,854,434 | 0.43% | Depreciation and Amort | 3,330,155 | 5,854,434 | 0.43% |
| 0 | 0 | 0.00% | Operating Expense Synergies | 0 | 0 | 0.00% |
| 13,270,554 | 402,545 | -31.97% | Employee Expenses | 13,270,554 | 402,545 | -31.97% |
| **45,351,743** | **23,306,769** | **-0.95%** | **Operating Expenses** | **45,351,743** | **23,306,769** | **-0.95%** |
| **10,224,848** | **44,995,441** | **-0.77%** | **Pretax Income From Operations** | **10,224,848** | **44,995,441** | **-0.77%** |
| -3,897,502 | -7,882,766 | -0.51% | Other Exp (Inc) | -3,897,502 | -7,882,766 | -0.51% |
| **6,327,346** | **37,112,675** | **$ (0.83%** | **Total Pretax Income** | **6,327,346** | **37,112,675** | **$ (0.83%** |

# Web Analysis

# EPM Architect

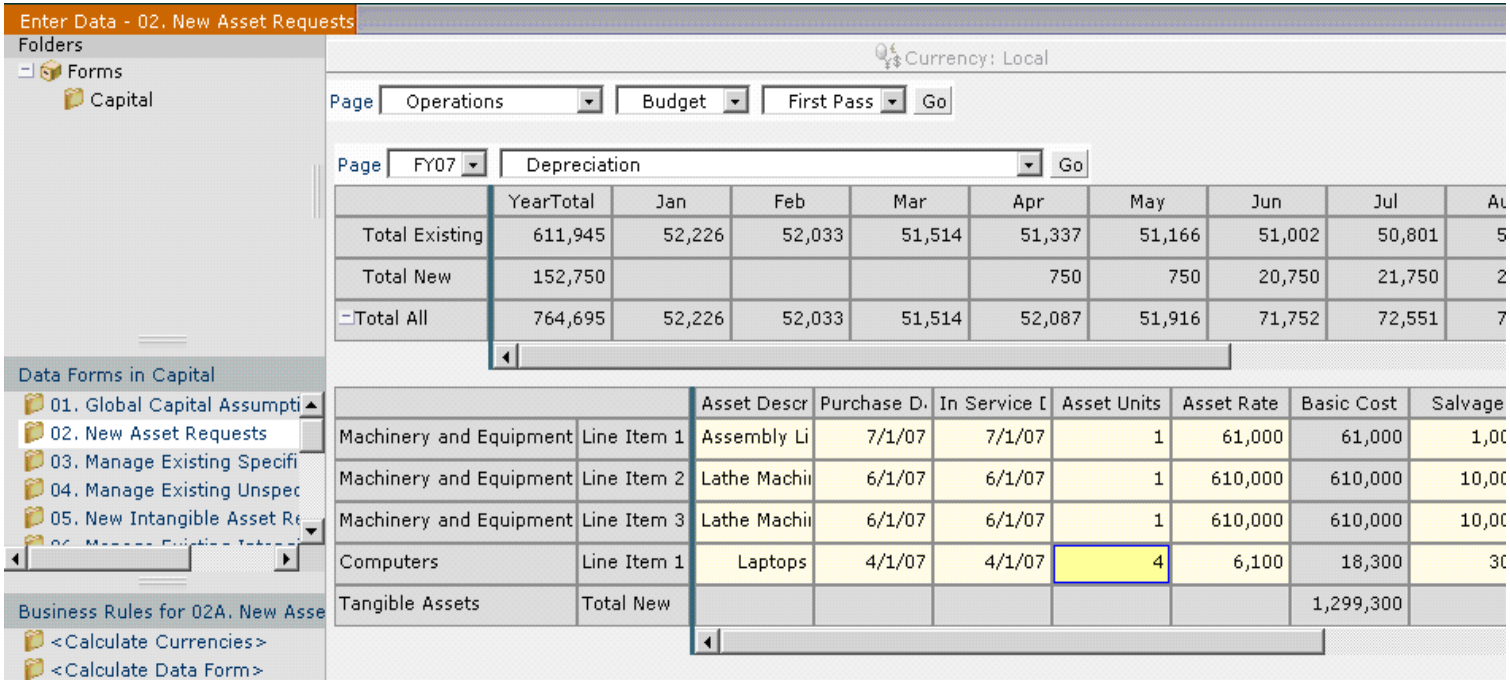
- Simplified multi-application administration
  - **Build, deploy, and manage dimensions and applications in a graphical easy to use repository**
- Faster deployment and easier testing of financial applications
  - **Migrate applications between environments**
  - **Copy applications for testing and for what-if analyses**
- Move data into and between applications using Data Synchronization
  - **Import external data into applications**
  - **Map data flows and move data across applications**

# Planning 9.3 Administration Changes

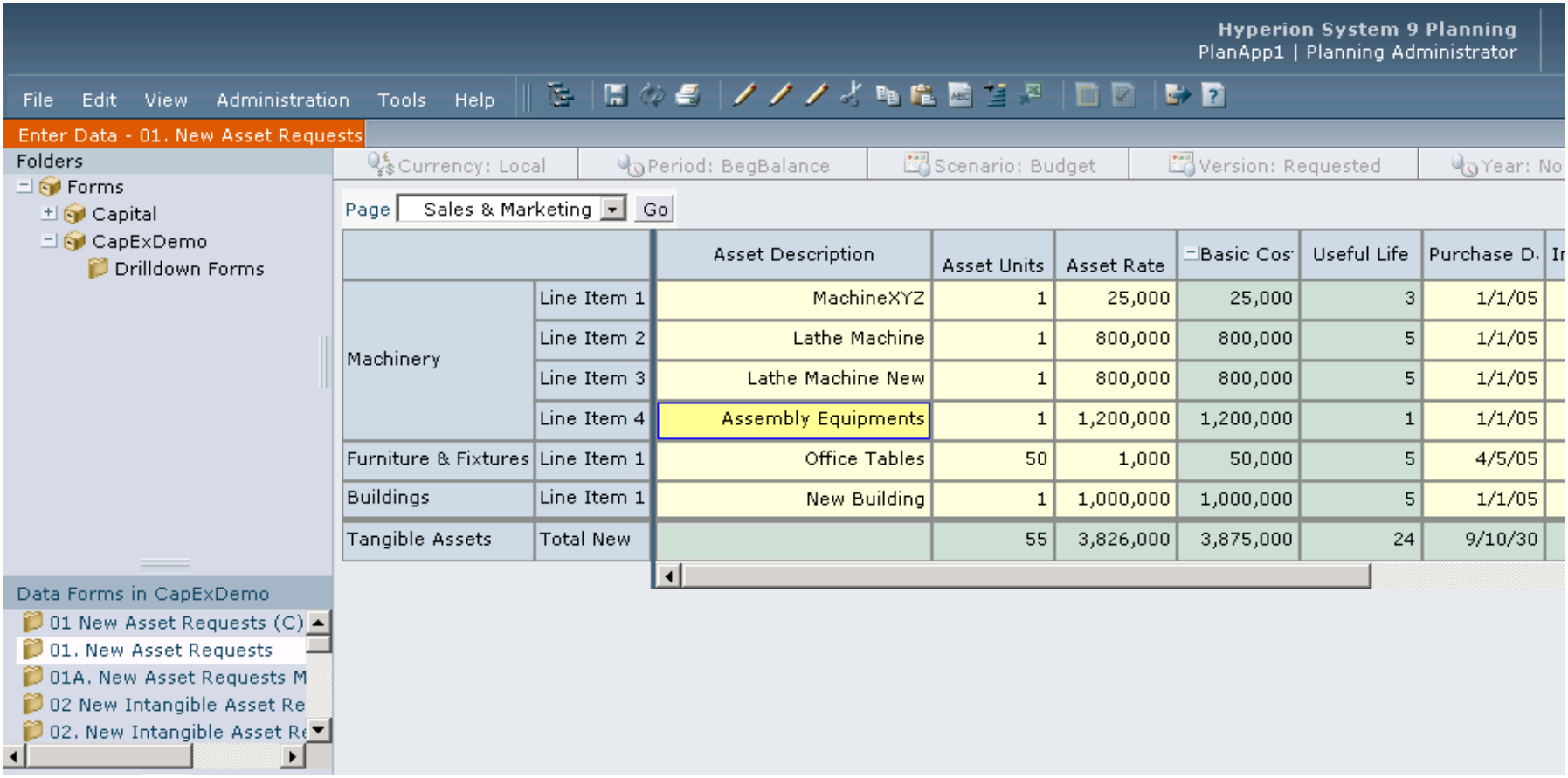
- Application creation will be done through BPM Architect
- Dimensions and properties will be created and managed through BPM Architect
- Planning desktop administration functions will handled via the Planning Web
  - **Manage Database**
  - **Manage Currency Conversion**
  - **Manage Exchange Rates**
  - **Manage Security Filters**

# Composite Data Forms -

- Composite forms combine two or more data forms on one screen
- Perform real time impact analysis by entering data on one data form (for one plan type) and view calculated results in another (for the same or another plan type)
- Choose the order data forms are displayed on the screen and whether to combine the POV and Page dimensions



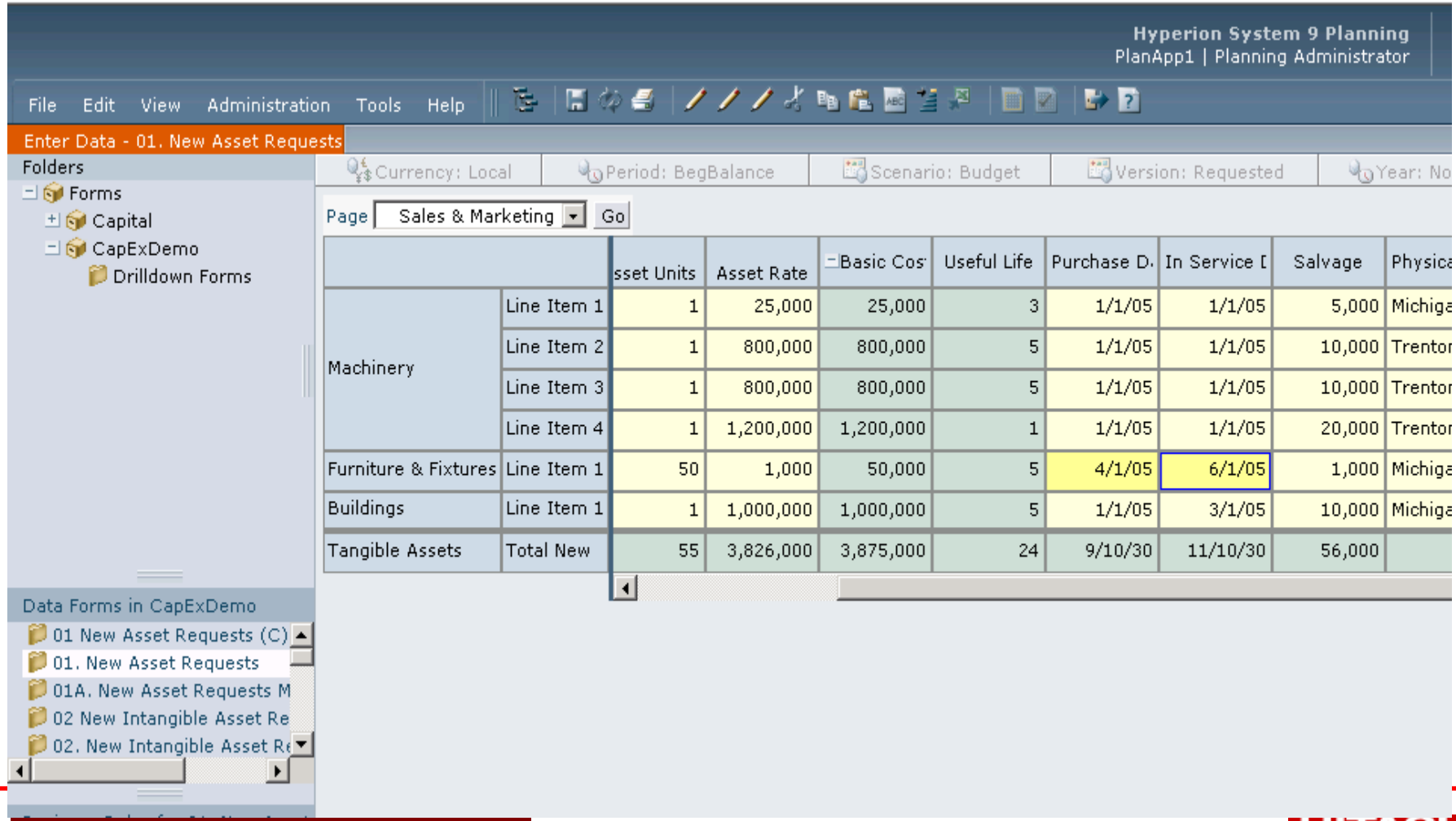
# Text in Cells




Hitachi Consulting

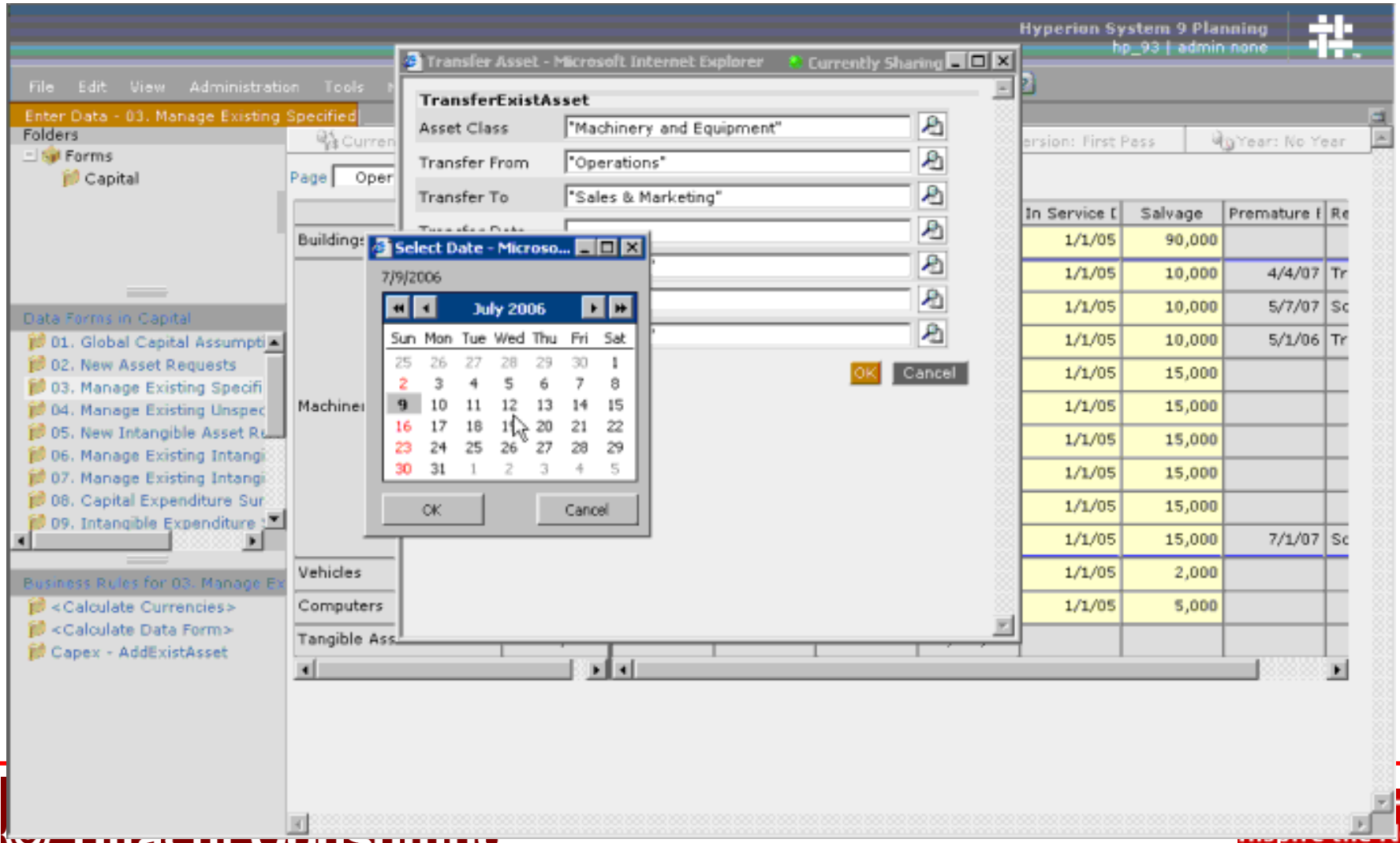
HITACHI Inspire the Next

# Date in Cells

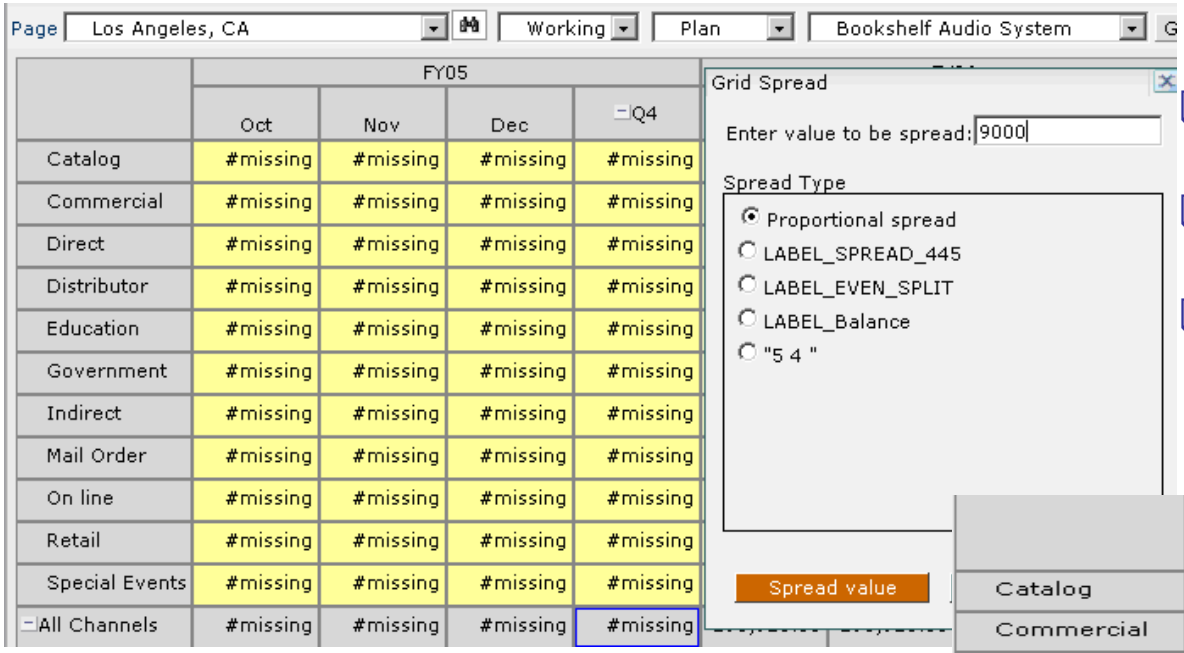



| | | sset Units | Asset Rate | Basic Cos | Useful Life | Purchase D. | In Service D | Salvage | Physica |
|---|---|---|---|---|---|---|---|---|---|
| Machinery | Line Item 1 | 1 | 25,000 | 25,000 | 3 | 1/1/05 | 1/1/05 | 5,000 | Michiga |
| | Line Item 2 | 1 | 800,000 | 800,000 | 5 | 1/1/05 | 1/1/05 | 10,000 | Trentor |
| | Line Item 3 | 1 | 800,000 | 800,000 | 5 | 1/1/05 | 1/1/05 | 10,000 | Trentor |
| | Line Item 4 | 1 | 1,200,000 | 1,200,000 | 1 | 1/1/05 | 1/1/05 | 20,000 | Trentor |
| Furniture & Fixtures | Line Item 1 | 50 | 1,000 | 50,000 | 5 | 4/1/05 | 6/1/05 | 1,000 | Michiga |
| Buildings | Line Item 1 | 1 | 1,000,000 | 1,000,000 | 5 | 1/1/05 | 3/1/05 | 10,000 | Michiga |
| Tangible Assets | Total New | 55 | 3,826,000 | 3,875,000 | 24 | 9/10/30 | 11/10/30 | 56,000 | |

# Date and Text in Cells using RTP



# Grid Spreader Overview

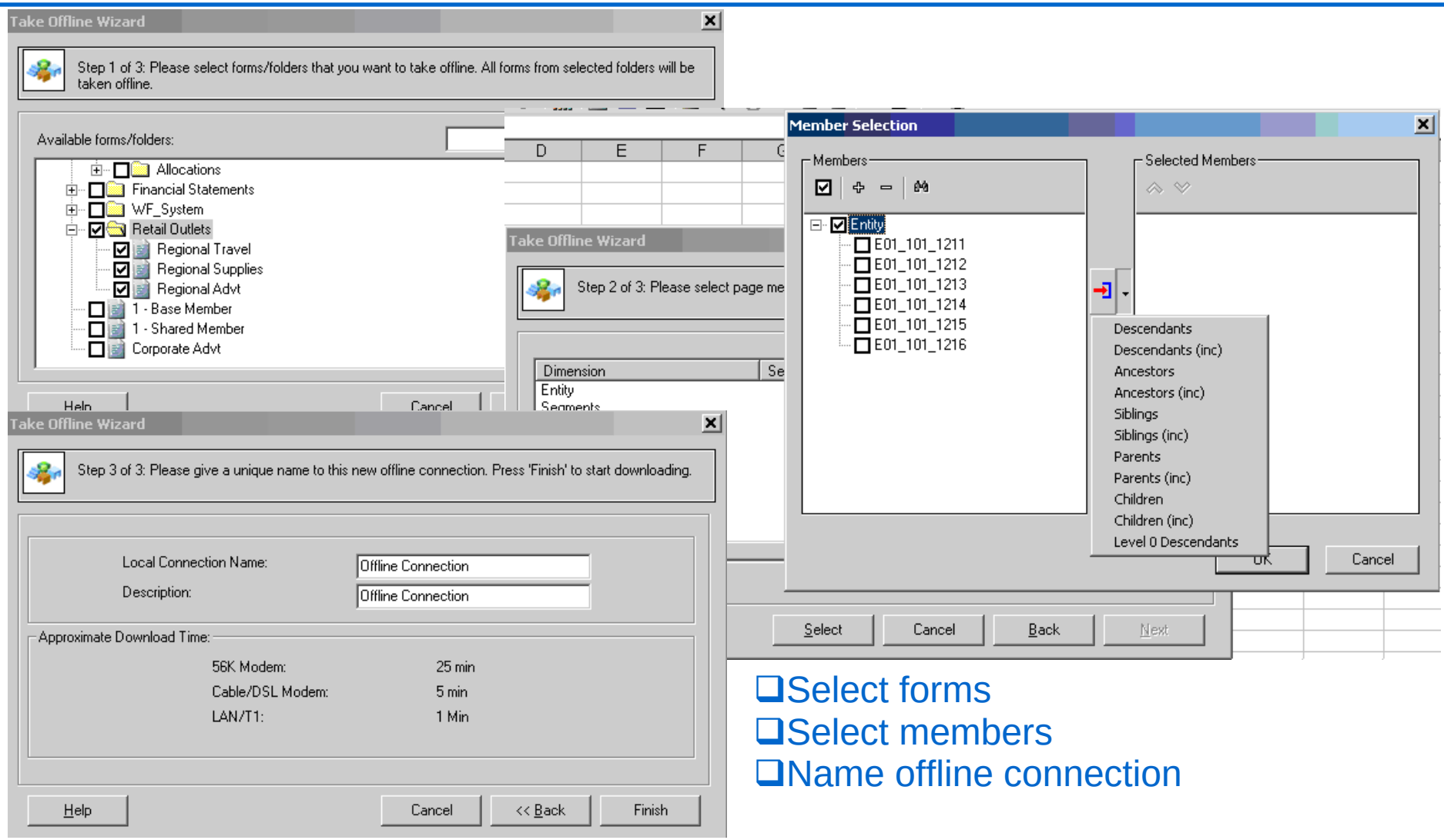



- Spread data values across multiple dimensions on the grid
- Allocation based on Data values: Proportional spread.
- Allocation based on patterns: evenly split.

| | FY05 | | | |
|---|---|---|---|---|
| | Oct | Nov | Dec | Q4 |
| Catalog | 272.73 | 272.73 | 272.73 | 818.18 |
| Commercial | 272.73 | 272.73 | 272.73 | 818.18 |
| Direct | 272.73 | 272.73 | 272.73 | 818.18 |
| Distributor | 272.73 | 272.73 | 272.73 | 818.18 |
| Education | 272.73 | 272.73 | 272.73 | 818.18 |
| Government | 272.73 | 272.73 | 272.73 | 818.18 |
| Indirect | 272.73 | 272.73 | 272.73 | 818.18 |
| Mail Order | 272.73 | 272.73 | 272.73 | 818.18 |
| On line | 272.73 | 272.73 | 272.73 | 818.18 |
| Retail | 272.73 | 272.73 | 272.73 | 818.18 |
| Special Events | 272.73 | 272.73 | 272.73 | 818.18 |
| All Channels | #missing | #missing | #missing | #missing |

- Spreads the data in the active grid, giving users immediate feedback and opportunity to review outcome.
- Data Forms must be enabled to use Grid Spreader.

# Offline Planning Overview –

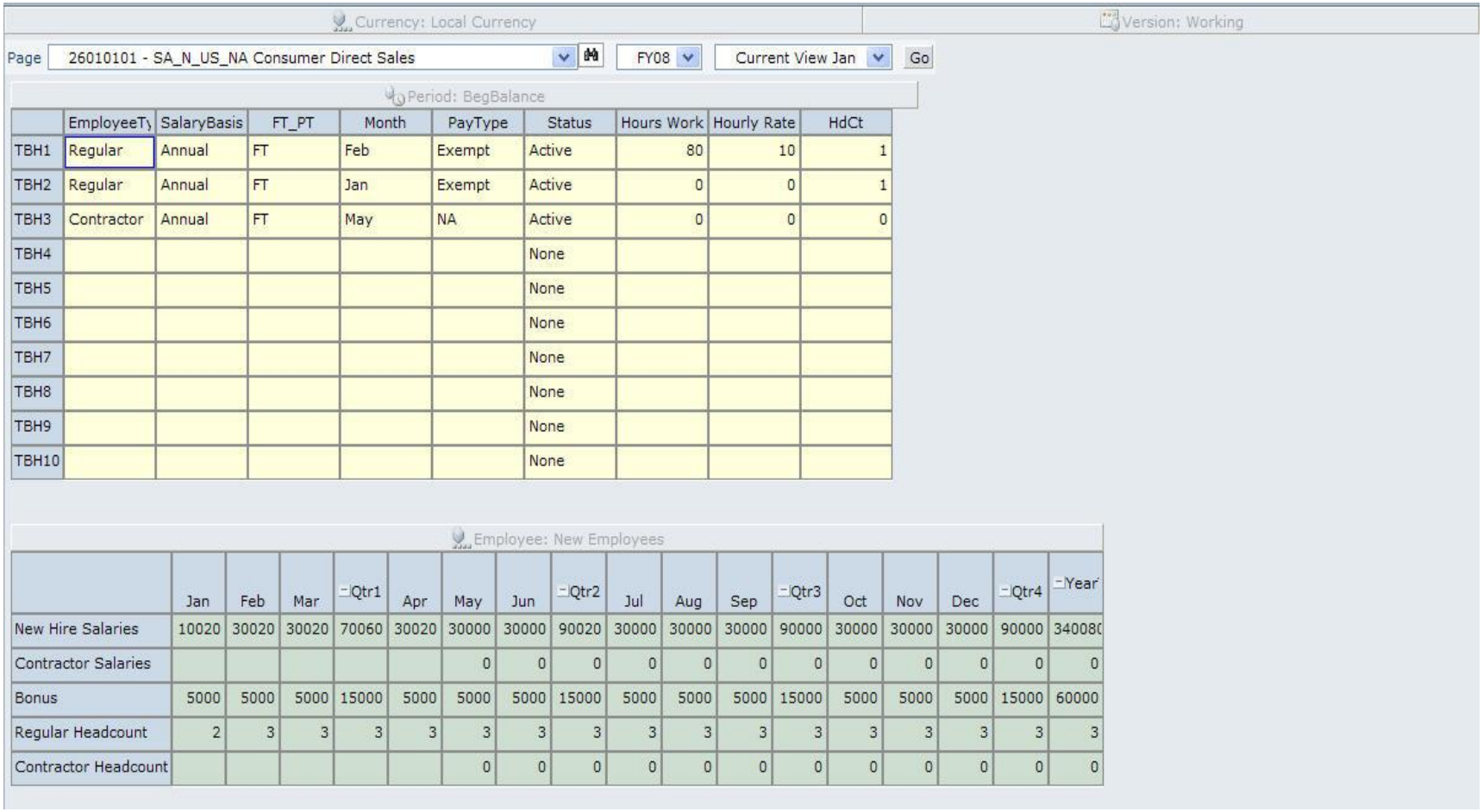



- ❑Select forms
- ❑Select members
- ❑Name offline connection

# Workforce Planning

- Workforce Planning
  - Ability to have 5 Plan Types/Cubes in your Planning Application
  - Purpose built Salary Planning Application that can be customized
  - Ability for end user to add specific criteria for New Hires
  - Pre-Built Calculations

# Workforce Planning



Currency: Local Currency | Version: Working

Page: 26010101 - SA_N_US_NA Consumer Direct Sales | FY08 | Current View Jan | Go

Period: BegBalance

| | EmployeeTy | SalaryBasis | FT_PT | Month | PayType | Status | Hours Work | Hourly Rate | HdCt |
|---|---|---|---|---|---|---|---|---|---|
| TBH1 | Regular | Annual | FT | Feb | Exempt | Active | 80 | 10 | 1 |
| TBH2 | Regular | Annual | FT | Jan | Exempt | Active | 0 | 0 | 1 |
| TBH3 | Contractor | Annual | FT | May | NA | Active | 0 | 0 | 0 |
| TBH4 | | | | | | None | | | |
| TBH5 | | | | | | None | | | |
| TBH6 | | | | | | None | | | |
| TBH7 | | | | | | None | | | |
| TBH8 | | | | | | None | | | |
| TBH9 | | | | | | None | | | |
| TBH10 | | | | | | None | | | |

Employee: New Employees

| | Jan | Feb | Mar | Qtr1 | Apr | May | Jun | Qtr2 | Jul | Aug | Sep | Qtr3 | Oct | Nov | Dec | Qtr4 | Year |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| New Hire Salaries | 10020 | 30020 | 30020 | 70060 | 30020 | 30000 | 30000 | 90020 | 30000 | 30000 | 30000 | 90000 | 30000 | 30000 | 30000 | 90000 | 340080 |
| Contractor Salaries | | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bonus | 5000 | 5000 | 5000 | 15000 | 5000 | 5000 | 5000 | 15000 | 5000 | 5000 | 5000 | 15000 | 5000 | 5000 | 5000 | 15000 | 60000 |
| Regular Headcount | 2 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Contractor Headcount | | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

# Expense Driver Example

Currency: Local Currency | Version: Working

Page Employee_NA | 26010101 | FY08 | Current View Jan | Go

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Recruiting $/head | 200 | | | | | | | | | | | |
| Relocation $/head | | | | | | | | | | | | |
| Cost/Domestic Trip | | | | | | | | | | | | |
| Number of Domestic Trips/Head | | | | | | | | | | | | |
| Cost/Intl Trip | | | | | | | | | | | | |
| Number of Intl Trips/Head | | | | | | | | | | | | |
| Supplies per Head | | | | | | | | | | | | |
| Car Allowance per Head | | | | | | | | | | | | |
| Lease Car Exp per Head | | | | | | | | | | | | |
| Training per Head | | | | | | | | | | | | |
| Phone Exp per Head | | | | | | | | | | | | |
| New Equip per Head | | | | | | | | | | | | |
| New Equipment | | | | | | | | | | | | |
| Employee Supplies | | | | | | | | | | | | |
| Training Emp | | | | | | | | | | | | |
| Domestic Travel | | | | | | | | | | | | |
| Intl Travel | | | | | | | | | | | | |
| Travel Emp Expense | | | | | | | | | | | | |
| Car Allowance | | | | | | | | | | | | |
| Leased Car Expense | | | | | | | | | | | | |
| Telephone Emp Expense | | | | | | | | | | | | |
| Employee Related Expenses Driver | | | | | | | | | | | | |
| Recruiting Expense | 200 | | | | | | | | | | | |
| Relocation Expense | | | | | | | | | | | | |
| New Hire Related Expenses | 200 | | | | | | | | | | | |

# Capital Planning

- Plan for new asset purchases
- Plan for Depreciation/Amortization calculations
- Plan for actions on existing assets
- Plan for driver based/user defined asset related expenses
- Capital purchases process management (future release)
- Report on Assets

# Upcoming Functionality

- Workspace Annotations
- Planning Ad-Hoc
- Lifecycle Management
- Document Attachment
- Report Designer within Excel
- OBIIE Integration

# Planning/Consolidation

- Consolidation in Planning
- Consolidation in HFM
- Integration between HFM and Planning

# Questions

# Contact Information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