How to Generate Cash Flow Report

- From Cash Management module > Reports > click Cash Flow Report.
 It will open the Search Cash Flow Reports screen where existing reports are displayed. Click the New button to open the Cash Flow Reports-New screen.

Search Cash Flow Reports							—	n x
Cash Flow Reports								
🗅 Open Selected [👌 New [눬 E	xport + 🔄 Columns + 🔡 View +							102 records
∧ Date Generated ✓ Betwee	en v 🛛 and	🔲 🕂 Add Filter 📃 — Clear Filters	:					
Date Generated	As of Date	Filter Currency	Reporting Currency	Location	Bank Name	Bank Acount	Generated By	
07/17/22	07/18/22		CHF					^
07/17/22	07/18/22		CHF					
07/07/22	07/08/22		CHF					
06/16/22	06/17/22	CAD	CHF					
06/16/22	06/17/22	USD	CHF					
06/16/22	06/17/22		CHF					
06/14/22	06/15/22	CAD	CHF				-	
? 🗘 🗘 0.08s Ready								C Refresh

3. In the Cash Flow Reports screen. It shows the As of date as the current date and default the Reporting Currency.

Cash Flow Reports - N	lew						-	□ ×
New Apply Filters	Senerate Delete	Close						
Details								
As of date * 07/18	3/22	Reporting Cur	rency CHF	~	Bank		~	
Location	`	 Filter Currency 	/	~	Bank Account		~	
Currency Exchange	Rates							
Export - 🔠 View -	Filter (F3)							
Filter Currency	Current	1-7	8 - 14	15 - 21	22 - 29	30 - 60	61 - 90	91 - 120
Export - 🔡 View -	Filter (F3)							
Filter Currency	Current	1-7	8 - 14	15 - 21	22 - 29	30 - 60	61 - 90	91 - 120
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4. Click Apply Filters button. This will generate rate for each currency from the currency exchange rate - all 'To Currency' that is same with specified Reporting Currency. How to Add a Currency Exchange Rate

Cash Flow Reports - 28	2									⊐ ×	
New Apply Filters Ge	enerate Delete	Close									
Details											
As of date ★ 07/18/22 🔲 Reporting Currency CHF 🗸 Bank 🗸											
Location v Filter Currency v Bank Account v											
Currency Exchange Rates											
Export - III View -	Filter (F3)										
Filter Currency	Current	1-7	8 - 14	15 - 21	22 - 29	30 - 60	61 - 90	91 - 120	121+		
CAD CAD	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF		
USD	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF		
GBP											
EUR	Spot	Spot	Spot	Spot	Spot	Average	Average	Average	Average		
CHF											
Export - 88 View -	Filter (F3)										
Filter Currency	Current	1-7	8-14	15 - 21	22 - 29	30 - 60	61 - 90	91 - 120	121+		
CAD CAD	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000		
USD USD	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000		
GBP	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000		
EUR	1.050000	1.050000	1.050000	1.050000	1.050000	1.020000	1.020000	1.020000	1.020000		
CHF	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000		
•										•	
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5. Click Generate button > Should open Cash Flow Report Summary screen. This will show the Total summary per Report Group.

Carly Flow Descent Commence												
Cash Flow Report Summary												
Close												
Cash Flow Report Summary Tra	ansactions With Zero Amo	ount										
🗅 Open Selected Export 🕶 🔠	View - Filter (F3)											К.Я. И Ч
Groups	Report	Group	Report Code	Reporting Currency	Bank Account Location	Bank Account	Bank	Current	1 - 7	8 - 14	15 - 21	22 - 29
📃 🖃 Report Group: 1: Total Ca	sh							4,669,088.19	-70.50	20,870.00	400.00	0.(^
	1: Tota	l Cash	CH-1001	CHF	CHF	12345	UBS	604,301.75	0.00	0.00	200.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	200300400	TEST SWISS BA	20.00	0.00	0.00	0.00	0.(
	1: Tota	l Cash	CH-1001	CHF	EUR	123456789	UBS	1,783.95	220.50	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	22222222	UBS	800.00	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	USD	1234567	UBS	-86,627.79	-291.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	300400500	TEST SWISS BA	-650.00	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	123451	Credit Swiss	-2,301.00	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	CHF-T371	UBS	1,500,004.00	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	CHF-T544	UBS	500,000.00	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	333333	LA POSTE	200.00	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	234562	Credit Swiss	1,100.00	0.00	0.00	0.00	0.(
	1: Tota	l Cash	CH-1001	CHF	CHF	1111111	Credit Swiss	400.00	0.00	0.00	0.00	0.(
	1: Tota	l Cash	CH-1001	CHF	CHF	100200300	TEST SWISS BA	494,230.50	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	CHF-T568	UBS	496,501.46	0.00	500.00	200.00	0.0
	1: Tota	l Cash	CH-1001	CHF	USD	USD-T568	LA POSTE	451,110.20	0.00	0.00	0.00	0.0
	1: Total	l Cash	CH-1001	CHF	CAD	CAD-T568	Credit Swiss	24,380.11	0.00	0.00	0.00	0.0
	1: Total	l Cash	CH-1001	CHF	USD	USD-T732	LA POSTE	-9,708.73	0.00	0.00	0.00	0.0
	1: Tota	l Cash	CH-1001	CHF	CHF	10000001	0423 Bank	-310.00	0.00	0.00	0.00	0.0 🗸
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								-65,160,739.66	-70.50	20,870.00	400.00	0.00
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Cash Flow Report Summary											-	□ ×
Cash Flow Report Summary	Transactions	s With Zero Amount										
🗅 Open Selected Export -	88 View -	Filter (F3)										K 7 2 3
Groups		Report Group	Report Code	Reporting Currency	Bank Account Location	Bank Account	Bank	Current	1 - 7	8 - 14	15 - 21	22 - 29
		1: Total Cash	CH-1001	CHF	CHF	CHF-T568	UBS	496,501.46	0.00	500.00	200.00	0.(🔺
		1: Total Cash	CH-1001	CHF	USD	USD-T568	LA POSTE	451,110.20	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CAD	CAD-T568	Credit Swiss	24,380.11	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	USD	USD-T732	LA POSTE	-9,708.73	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	10000001	0423 Bank	-310.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	USD	987456321	BANK NA Deriv	-291.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	808080808	Bank T815	-100.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	CHF25486	UBS	496,229.56	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	USD	USD25486	LA POSTE	101,788.54	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	987654321	BOA	100.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	BANK-ARIZONA	ARIZONA	9,400.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	963852741	TEST SWISS BA	-300.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	USD	SD-T621	TEST SWISS BA	104.76	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	CHF	147852369	BANK OF AMER	-400,000.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	USD	USD-A123	UBS	487,206.89	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	EUR	EURBANK	FXBank	2,625.00	0.00	0.00	0.00	0.0
		1: Total Cash	CH-1001	CHF	USD	BANKUSD	FXBank	-2,910.00	0.00	20,370.00	0.00	0.0
🗆 🖃 Report Group: 3: Tota	I AP							-69,829,827.85	0.00	0.00	0.00	0.0
	_	3: Total AP	AP-1001	CHF				-69,829,827.85	0.00	0.00	0.00	0.(
•												• •
								-65,160,739.66	-70.50	20,870.00	400.00	0.00
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6. Filter the Transactions per Report Group > Select the record click Open Selected button

							—	a ×				
C Open-Selected Export- III View- Ether(F3)												
Eurrency Bank Account Location Bank Account	Bank Current	1-7 8-1	4 15 - 21	22 - 29	30 - 60	61 - 90	91 - 120	121				
	1,500,004.00	0.00 0	0.00	0.00	0.00	0.00	0.00					
CHF CHF-T371	UBS 1,500,004.00	0.00 0	00 0.00	0.00	0.00	0.00	0.00	(
	Currency Bank Account Cor# CH#-T371	Currency Bank Account Location Bank Account Bank Current 1,500,004.00 CHF CHF-T371 UBS 1,500,004.00	Currency Bank Account Bank Current 1 - 7 8 - 1 1,500,004.00 0.00 <td< td=""><td>Currency Bank Account Bank Account Bank Current 1 - 7 8 - 14 15 - 21 1,500,004.00 0.00</td><td>Currency Bank Account Bank Account Bank Current 1 -7 8 -14 15 - 21 22 - 29 1,500,004.00 0.00 0.00 0.00 0.00 0.00 0.00 CHF CHF-T371 UBS 1,500,004.00 0.00 0.00 0.00 0.00 0.00</td><td>Currency Bank Account Bank Current 1 - 7 8 - 14 15 - 21 22 - 29 30 - 60 1.500.004.00 0.00</td><td>Currency Bank Account Bank Account Bank Account Bank Account Bank Account Current 1 - 7 8 - 14 15 - 21 22 - 29 30 - 60 61 - 90 1,500,004.00 0.00 <t< td=""><td>Currency Bank Account Location Bank Account Bank Current 1-7 8-14 15-21 22-29 30-60 61-90 91-120 1,500,004.00 0.00 0.00 0.00 0.00 0.00 0.00</td></t<></td></td<>	Currency Bank Account Bank Account Bank Current 1 - 7 8 - 14 15 - 21 1,500,004.00 0.00	Currency Bank Account Bank Account Bank Current 1 -7 8 -14 15 - 21 22 - 29 1,500,004.00 0.00 0.00 0.00 0.00 0.00 0.00 CHF CHF-T371 UBS 1,500,004.00 0.00 0.00 0.00 0.00 0.00	Currency Bank Account Bank Current 1 - 7 8 - 14 15 - 21 22 - 29 30 - 60 1.500.004.00 0.00	Currency Bank Account Bank Account Bank Account Bank Account Bank Account Current 1 - 7 8 - 14 15 - 21 22 - 29 30 - 60 61 - 90 1,500,004.00 0.00 <t< td=""><td>Currency Bank Account Location Bank Account Bank Current 1-7 8-14 15-21 22-29 30-60 61-90 91-120 1,500,004.00 0.00 0.00 0.00 0.00 0.00 0.00</td></t<>	Currency Bank Account Location Bank Account Bank Current 1-7 8-14 15-21 22-29 30-60 61-90 91-120 1,500,004.00 0.00 0.00 0.00 0.00 0.00 0.00				

7. Should open Cash Flow Report Summary screen. This will show the current amount and amount per bucket.

Cash Flow Report	Summary - 1: Tota	al Cash 78	66-291									—		×
Close														
Details														
Report Group	1: Total Cash		As of date 07/18/2		/22	Reporting Cu	rrency	CHF						
Report Code	CH-1001		Bank A	\ccount	CHF-T	371	Bank		UBS					
Export - 🔡 View	Filter (F3)													кл ИУ
Transaction Id	Transaction Date	Transactio	n Type	Curr	ent	1 - 7	8 - 14		15 - 21	22	- 29	30 - 60		61 - 9
Current	07/18/22			1,500,00	04.00	0.00	0.00		0.00		0.00	0.0)	c
•														×.
			Total:	1,500,00	04.00	0.00	0.00		0.00		0.00	0.0)	c
?	s [Ready									Page		1 of 1 🕨	N C	Refresh

8. Close all active screens