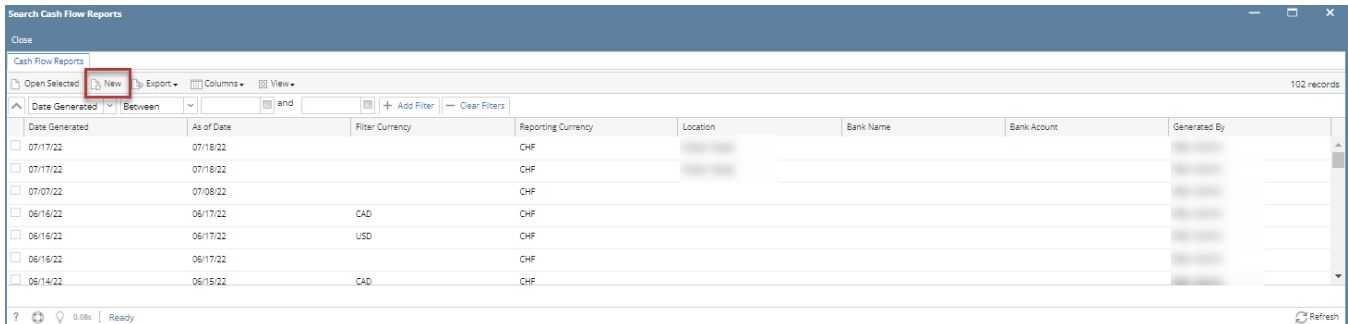
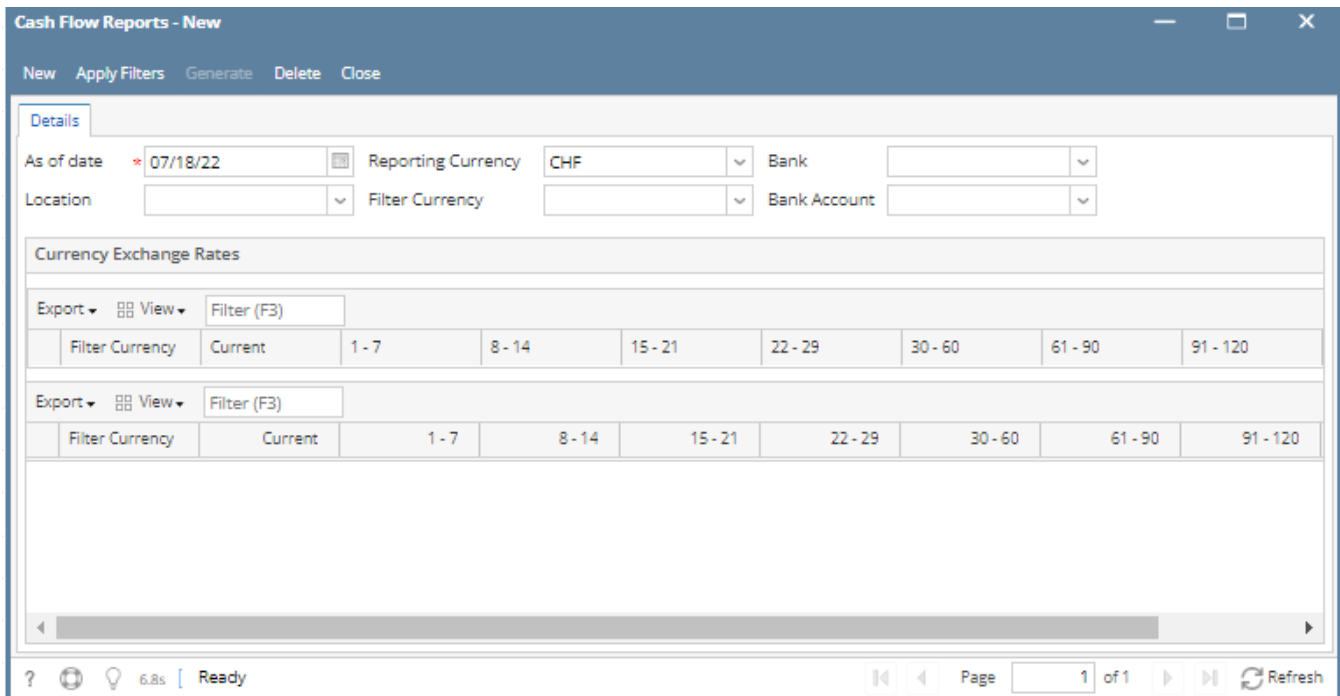


# How to Generate Cash Flow Report

1. From Cash Management module > Reports > click **Cash Flow Report**.
2. 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.



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



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 - 282**

New Apply Filters Generate Delete Close

**Details**

As of date: 07/18/22 Reporting Currency: 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	121+
<input type="checkbox"/> CAD	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF	CAD/CHF
<input type="checkbox"/> USD	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF	USD/CHF
<input type="checkbox"/> GBP									
<input type="checkbox"/> EUR	Spot	Spot	Spot	Spot	Spot	Average	Average	Average	Average
<input type="checkbox"/> CHF									

Export View Filter (F3)

Filter Currency	Current	1 - 7	8 - 14	15 - 21	22 - 29	30 - 60	61 - 90	91 - 120	121+
<input type="checkbox"/> CAD	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000	0.750000
<input type="checkbox"/> USD	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000	0.970000
<input type="checkbox"/> GBP	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000
<input type="checkbox"/> EUR	1.050000	1.050000	1.050000	1.050000	1.050000	1.020000	1.020000	1.020000	1.020000
<input type="checkbox"/> CHF	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000	1.000000

0.07% Ready Page 1 of 1 Refresh

5. Click **Generate** button > Should open **Cash Flow Report Summary** screen. This will show the Total summary per Report Group.

**Cash Flow Report Summary**

Close

Cash Flow Report Summary Transactions With Zero Amount

Open Selected Export View Filter (F3)

Groups	Report Group	Report Code	Reporting Currency	Bank Account	Location	Bank Account	Bank	Current	1 - 7	8 - 14	15 - 21	22 - 29
<input type="checkbox"/> Report Group: 1: Total Cash								4,669,088.19	-70.50	20,870.00	400.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	12345	UBS		604,301.75	0.00	0.00	200.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	200300400	TEST SWISS BA...		20.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	EUR	123456789	UBS		1,783.95	220.50	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	22222222	UBS		800.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD	1234567	UBS		-86,627.79	-291.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	300400500	TEST SWISS BA...		-650.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	123451	Credit Swiss		-2,301.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	CHF-T371	UBS		1,500,004.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	CHF-T544	UBS		500,000.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	333333	LA POSTE		200.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	234562	Credit Swiss		1,100.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	11111111	Credit Swiss		400.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	100200300	TEST SWISS BA...		494,230.50	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	CHF-T568	UBS		496,501.46	0.00	500.00	200.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD	USD-T568	LA POSTE		451,110.20	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CAD	CAD-T568	Credit Swiss		24,380.11	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD	USD-T732	LA POSTE		-9,708.73	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF	100000001	0423 Bank		-310.00	0.00	0.00	0.00	0.00
								-65,160,739.66	-70.50	20,870.00	400.00	0.00

4s Ready Page 1 of 1 Refresh

Cash Flow Report Summary

Close

Cash Flow Report Summary Transactions With Zero Amount

Open Selected Export View Filter (F3)

Groups	Report Group	Report Code	Reporting Currency	Bank Account	Location	Bank Account	Bank	Current	1 - 7	8 - 14	15 - 21	22 - 29
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		CHF-T568	UBS	496,501.46	0.00	500.00	200.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		USD-T568	LA POSTE	451,110.20	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CAD		CAD-T568	Credit Swiss	24,380.11	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		USD-T732	LA POSTE	-9,708.73	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		100000001	0423 Bank	-310.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		987456321	BANK NA Deriv...	-291.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		808080808	Bank TB15	-100.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		CHF25486	UBS	496,229.56	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		USD25486	LA POSTE	101,788.54	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		987654321	BOA	100.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		BANK-ARIZONA	ARIZONA	9,400.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		963852741	TEST SWISS BA...	-300.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		SD-T621	TEST SWISS BA...	104.76	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		147852369	BANK OF AMER...	-400,000.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		USD-A123	UBS	487,206.89	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	EUR		EURBANK	FXBank	2,625.00	0.00	0.00	0.00	0.00
<input type="checkbox"/>	1: Total Cash	CH-1001	CHF	USD		BANKUSD	FXBank	-2,910.00	0.00	20,370.00	0.00	0.00
<input type="checkbox"/>	Report Group: 3: Total AP							-69,829,827.85	0.00	0.00	0.00	0.00
<input type="checkbox"/>	3: Total AP	AP-1001	CHF					-69,829,827.85	0.00	0.00	0.00	0.00
								-65,160,739.66	-70.50	20,870.00	400.00	0.00

? 4s Ready Page 1 of 1 Refresh

6. Filter the Transactions per **Report Group** > Select the record click **Open Selected** button

Cash Flow Report Summary

Close

Cash Flow Report Summary Transactions With Zero Amount

Open Selected Export View Filter (F3)

X Bank Account Equals CHF-T371

Groups	Report Group	Report Code	Reporting Currency	Bank Account	Location	Bank Account	Bank	Current	1 - 7	8 - 14	15 - 21	22 - 29	30 - 60	61 - 90	91 - 120	121 - 150
<input checked="" type="checkbox"/>	Report Group: 1: Total Cash							1,500,004.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<input checked="" type="checkbox"/>	1: Total Cash	CH-1001	CHF	CHF		CHF-T371	UBS	1,500,004.00	0.00	0.00	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: Total Cash 7866-291

Close

Details

Report Group: 1: Total Cash As of date: 07/18/22 Reporting Currency: CHF  
 Report Code: CH-1001 Bank Account: CHF-T371 Bank: UBS

Export ▾	View ▾	Filter (F3)							
Transaction Id	Transaction Date	Transaction Type	Current	1 - 7	8 - 14	15 - 21	22 - 29	30 - 60	61 - 9
Current	07/18/22		1,500,004.00	0.00	0.00	0.00	0.00	0.00	0.00