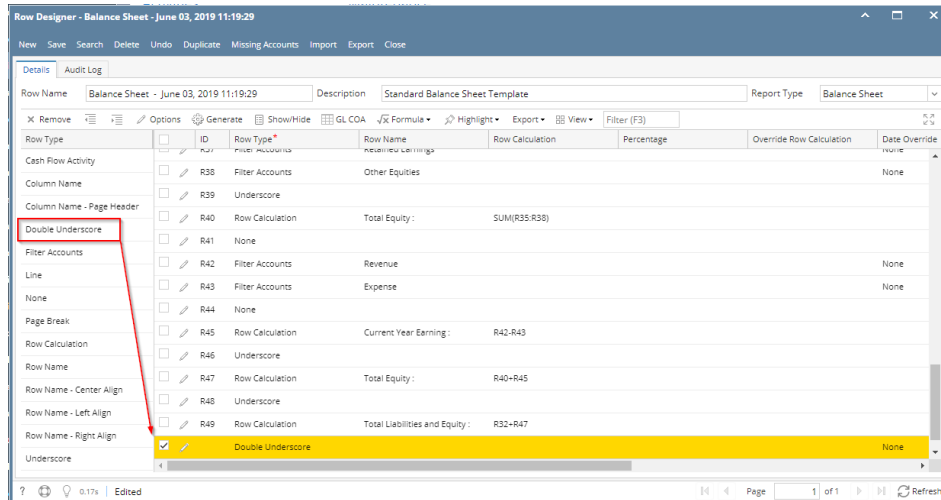# How to Add Double Underscore row

The **Double Underscore row** is used to show a double underscore (or double rule) on Beginning Balance, Budget, Column Calculation, Credit, Credit Units, Debit, Debit Units, Ending Balance, GL Amounts, GL Trend, Percentage and Units columns in your financial report.

Follow these steps to add a Double Underscore row.

1. From the **Row Type section** select **Double Underscore** and drag it to the grid area, in the position you want that row be added.
2. The **Row Name field** can be blank.
3. All other fields are not anymore necessary so you can leave those out.

This is how Double Underscore row will look like when you follow the above steps.

This is how it will be shown when you print your financial report.

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2. The **Row Name field** can be blank.
3. All other fields are not anymore necessary so you can leave those out.

This is how Double Underscore row will look like when you follow the above steps.

This is how it will be shown when you print your financial report.

Report A
As Of 12/31/2015

Monday, January 18, 2016
7:28 PM

Id	Name	2015	2014
R2	Revenue	18,329.75	1,000.00
R3	Expense	16,952.74	0.00
R5	Net Income	1,377.01	1,000.00

The **Double Underscore row** is used to show a double underscore (or double rule) on Budget, Calculation, Column Calculation, Debit, Credit, Debit Units, Credit Units, Units, Segment Filter, Ending Balance and GL Trend columns in your financial report.
Follow these steps to add a Double Underscore row.

1. A new row will be available in the grid section.
2. The **Description field** can be blank.
3. In the **Row Type field**, select Double Underscore.
4. All other fields are not anymore necessary so you can leave those out.

This is how Double Underscore row will look like when you follow the above steps.

Row Designer

Row Name: BS   Description: Balance Sheet by account type

	ID	Description	Row Type	Related Rows	Balance Side	Filter Accounts
	1		Line		Debit	
	12		Description Title		Debit	
	2	Assets	Calculation		Debit	[Type] = 'Asset'
	3		Double Underscore		Debit	
	4		None		Debit	
	5	Liabilities	Calculation		Credit	[Type] = 'Liability'
	6	Equity	Calculation		Credit	[Type] = 'Equity'
	7	Revenues	Hidden		Credit	[Type] = 'Revenue'
	8	Expenses	Hidden		Debit	[Type] = 'Expense'
	9	CYE	Total Calculation	R7 - R8	Debit	
	13		Underscore		Debit	
	10	Liabilities and Equity	Total Calculation	R5 + R6 + R9	Debit	
	11		Double Underscore		Debit	
	14		Page Break		Debit	
	15	Left Title test	Left Title		Debit	
	16	Center Title test	Center Title		Debit	
	17	Right Title test	Right Title		Debit	

This is how it will be shown when you print your financial report.

Balance Sheet
As Of 4/15/2015

Thursday, April 16, 2015
10:16 AM

		2014	2015	Total
R2	Assets	1,900.00	4,949.75	6,849.75
R5	Liabilities	0.00	650.00	650.00
R6	Equity	1,100.00	1,880.00	2,980.00
R9	CYE	800.00	2,419.75	3,219.75
R10	Liabilities and Equity	1,900.00	4,949.75	6,849.75

The **Double Underscore row** is used to show a solid horizontal line on Budget, Calculation, Column Calculation, Debit, Credit, Debit Units, Credit Units, Ending Balance and GL Trend columns in your financial report.
Follow these steps to add a Double Underscore row.

1. A new row will be available in the grid section.
2. The **Description field** can be blank.
3. In the **Row Type field**, select Double Underscore.
4. All other fields are not anymore necessary so you can leave those out.

This is how Double Underscore row will look like when you follow the above steps.

This is how it will be shown when you print your financial report.

Balance Sheet - PrevCur

As Of 9/11/2014

Thursday, September 11, 2014
4:52 PM

			08	September 2014
Assets				
	R4	**Total Assets**	**367.00**	**738.00**
Liabilities				
	R8	Total Liabilities	0.00	0.00
Equity				
	R12	Equity - exclusive of RE	0.00	0.00
	R13	Retained Earnings	0.00	0.00
	R14	Current Year Earnings	367.00	738.00
	R16	Total Equity	367.00	738.00