How to Add Ending Balance column

The **Ending Balance column** is intended to show Ending Balance computed based on the rows' filtered account/s and the dates configured in the Start Offset and End Offset . This type of column is most likely be used on Trial Balance report.

Follow these steps on how to create Ending Balance column type.

1. A new row will be available in the grid section.
2. In the **Column Type field**, select Ending Balance.
3. In the **Column Name field**, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
4. In the **Caption field**, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
5. The **Start Offset field** will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
6. The **End Offset field** will be defaulted to 0, which stands for Run Date month or the current month. Change this field when you need to.

    *When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to This Month. This is discussed more on How Start and End Offset works.

7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
9. Leave the Column Calculation field blank.
10. The **Segment Filter field** is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
11. Leave the Budget Code field blank.
12. Leave the Percentage field blank.
13. In the **Width field**, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
14. In the **Alignment field**, set how the value for the column be displayed.
    - Select **Center** if you want it Centered
    - Select **Left** if you want it Left Aligned
    - Select **Right** if you want it Right aligned
15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
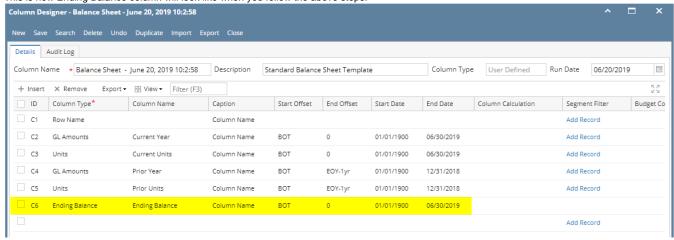16. All other fields are not anymore necessary so you can leave those out.

This is how Ending Balance column will look like when you follow the above steps.

This is how Ending Balance column will look like when you follow the above steps.

Here's how it is shown when report is previewed/printed. Highlighted is the **Ending Balance** column type.

The **Ending Balance column** is intended to show Ending Balance computed based on the rows' filtered account/s and the dates configured in the Start Offset and End Offset . This type of column is most likely be used on Trial Balance report.

Follow these steps on how to create Ending Balance column type.

1. A new row will be available in the grid section.
2. In the **Column Type field**, select Ending Balance.
3. In the **Column Name field**, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
4. In the **Caption field**, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
5. The **Start Offset field** will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
6. The **End Offset field** will be defaulted to 0, which stands for Run Date month or the current month. Change this field when you need to.

    *When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to This Month. This is discussed more on How Start and End Offset works.

7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
9. Leave the Column Calculation field blank.
10. The **Segment Filter field** is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
11. Leave the Budget Code field blank.
12. Leave the Percentage field blank.
13. In the **Width field**, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
14. In the **Alignment field**, set how the value for the column be displayed.
    - Select **Center** if you want it Centered
    - Select **Left** if you want it Left Aligned
    - Select **Right** if you want it Right aligned

15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
16. All other fields are not anymore necessary so you can leave those out.

This is how Ending Balance column will look like when you follow the above steps.

Here's how it is shown when report is previewed/printed. Highlighted is the **Ending Balance** column type.
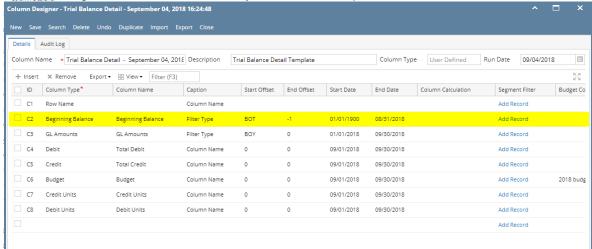

The **Ending Balance column** is intended to show Ending Balance computed based on the rows' filtered account/s and the dates configured in the Start Offset and End Offset . This type of column is most likely be used on Trial Balance report.

Follow these steps on how to create Ending Balance column type.

1. A new row will be available in the grid section.
2. In the **Column Type field**, select Ending Balance.
3. In the **Column Name field**, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
4. In the **Caption field**, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
5. The **Start Offset field** will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
6. The **End Offset field** will be defaulted to 0, which stands for Run Date month or the current month. Change this field when you need to.

   *When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to This Month. This is discussed more on How Start and End Offset works.

7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
9. Leave the Column Calculation field blank.
10. The **Segment Filter field** is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
11. Leave the Budget Code field blank.
12. Leave the Percentage field blank.
13. In the **Width field**, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
14. In the **Alignment field**, set how the value for the column be displayed.
    - Select **Center** if you want it Centered
    - Select **Left** if you want it Left Aligned
    - Select **Right** if you want it Right aligned
15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
16. All other fields are not anymore necessary so you can leave those out.

This is how Ending Balance column will look like when you follow the above steps.

Column Designer - Balance Sheet - March 19, 2018 17:56:15

New   Save   Search   Delete   Undo   Duplicate   Import   Export   Close

Details   Audit Log

| Column Name | * Balance Sheet - March 19, 2018 17:56:15 | Description | Standard Balance Sheet Template | Column Type | User Defined | Run Date | 03/19/2018 |

+ Insert   ✕ Remove   Export ▾   ⊞ View ▾   Filter (F3)

	ID	Column Type*	Column Name	Caption	Start Offset	End Offset	Start Date	End Date	Column Calculation	Segment Filter	Budget Code	Percentage
☐	C1	Row Name		Column Name						Add Record		
☐	C2	Beginning Balance	Beginning Balance	Column Name	BOT	-1	01/01/1900	02/28/2018		Add Record		
☐	C3	GL Amounts		Filter Type	BOT	0	01/01/1900	03/31/2018		Add Record		
☐	C4	Units		Filter Type	BOT	0	01/01/1900	03/31/2018		Add Record		
☐	C5	Budget	Budget	Column Name	BOY	0	01/01/2018	03/31/2018		Add Record	Budget Test	
☐	C6	Ending Balance	Ending Balance	Column Name	BOT	0	01/01/1900	03/31/2018		Add Record		
☐	C7	Column Calculation	Total	Column Name					C3+C5	Add Record		
☐										Add Record		

Here's how it is shown when report is previewed/printed. Highlighted is the **Ending Balance** column type.
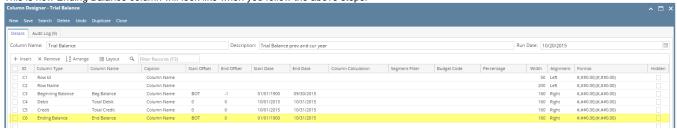
Balance Sheet - March 19, 2018 17:56:15
As Of 3/19/2018

Tuesday, April 3, 2018
5:53 PM

	Beginning Balance	01/01/1900 - 03/31/2018	01/01/1900 - 03/31/2018	Budget	Ending Balance	Total
Asset						
Asset	(9,678,124.24)	-9,678,124	543	339,116.00	(9,678,124.24)	(9,339,008.00)
Cash Accounts	(27,747,732.43)	-27,747,632	2	15,098.00	(27,747,632.43)	(27,732,534.00)
Receivables	29,467,063.24	29,467,298	3,257,113	0.00	29,467,298.24	29,467,298.00
Prepaids	4,190,536.00	4,190,536	8,805,892	0.00	4,190,536.00	4,190,536.00
Inventories	848,653,286.40	848,653,236	109,814,384	0.00	848,653,236.40	848,653,236.00
Other Assets	(1,420,775.56)	-1,420,763	-3,329,858	0.00	(1,420,762.76)	(1,420,763.00)
Total Assets :	843,464,253.41	843,464,551	118,548,076	354,214.00	843,464,551.21	843,818,765.00
Liability						
Liability	51,374.52	51,375	8	0.00	51,374.52	51,375.00
Payables	27,592,614.77	27,592,665	967,479	0.00	27,592,664.77	27,592,665.00
Other Payables	734,757,953.81	734,758,102	53,175,738	0.00	734,758,101.61	734,758,102.00
Sales Tax Payables	860,040.26	860,040	0	0.00	860,040.26	860,040.00
Payroll Tax Liabilities	464.07	464	0	0.00	464.07	464.00
Pending Payables	9,196.40	9,196	5,324	0.00	9,196.40	9,196.00
Payroll Taxes Current	168,249.68	168,250	0	0.00	168,249.68	168,250.00
Payroll Deductions	36,367.01	36,367	0	0.00	36,367.01	36,367.00
Employer Liability	64,162.36	64,162	-2	0.00	64,162.36	64,162.00
Total Liabilities :	763,540,422.88	763,540,621	54,148,547	0.00	763,540,620.68	763,540,621.00
Equity						
Owners Equities	(54.20)	-54	0	0.00	(54.20)	(54.00)
Retained Earnings	79,922,137.85	79,922,138	-14,454,227	0.00	79,922,137.85	79,922,138.00
Total Equity :	79,922,083.65	79,922,084	-14,454,227	0.00	79,922,083.65	79,922,084.00
Current Year Earning :	(193.11)	-93	-3	0.00	(93.11)	(93.00)
Total Equity :	79,921,890.54	79,921,991	-14,454,230	0.00	79,921,990.54	79,921,991.00
Total Liabilities and Equity :	843,462,313.42	843,462,612	39,694,317	0.00	843,462,611.22	843,462,612.00

The **Ending Balance column** is intended to show Ending Balance computed based on the rows' filtered account/s and the dates configured in the Start Offset and End Offset . This type of column is most likely be used on Trial Balance report.

Follow these steps on how to create Ending Balance column type.

1. A new row will be available in the grid section.
2. In the **Column Type field**, select Ending Balance.
3. In the **Column Name field**, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
4. In the **Caption field**, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
5. The **Start Offset field** will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
6. The **End Offset field** will be defaulted to 0, which stands for Run Date month or the current month. Change this field when you need to.

   *When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to This Month. This is discussed more on How Start and End Offset works.

7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
9. Leave the Column Calculation field blank.
10. The **Segment Filter field** is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
11. Leave the Budget Code field blank.
12. Leave the Percentage field blank.
13. In the **Width field**, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
14. In the **Alignment field**, set how the value for the column be displayed.
    - Select **Center** if you want it Centered
    - Select **Left** if you want it Left Aligned
    - Select **Right** if you want it Right aligned
15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
16. All other fields are not anymore necessary so you can leave those out.

This is how Ending Balance column will look like when you follow the above steps.

	ID	Column Type	Column Name	Caption	Start Offset	End Offset	Start Date	End Date	Column Calculation	Segment Filter	Budget Code	Percentage	Width	Alignment	Format	Hidden
☐	C1	Row Id		Column Name									50	Left	#,##0.00;(#,##0.00)	☐
☐	C2	Row Name		Column Name									200	Left	#,##0.00;(#,##0.00)	☐
☐	C3	Beginning Balance	Beg Balance	Column Name	BOT	-1	01/01/1900	09/30/2015					160	Right	#,##0.00;(#,##0.00)	☐
☐	C4	Debit	Total Debit	Column Name	0	0	10/01/2015	10/31/2015					160	Right	#,##0.00;(#,##0.00)	☐
☐	C5	Credit	Total Credit	Column Name	0	0	10/01/2015	10/31/2015					160	Right	#,##0.00;(#,##0.00)	☐
☐	C6	Ending Balance	End Balance	Column Name	BOT	0	01/01/1900	10/31/2015					160	Right	#,##0.00;(#,##0.00)	☐

Here's how it is shown when report is previewed/printed. Highlighted is the **Ending Balance** column type.

The **Ending Balance column** is intended to build formula from existing columns. Calculation, Debit and Credit columns can be used to build the formula. This report is most likely be used in a Trial Balance type of report.

This column is like Column Calculation in the sense that you can build formula. The only difference is, the Ending Balance column checks first whether the account has Debit or Credit normal balance.

Say this is your formula: Beginning Balance + Debit - Credit = Ending Balance

Where:

- Beginning Balance is a Calculation column
- Debit is a Debit column
- Credit is a Credit Column
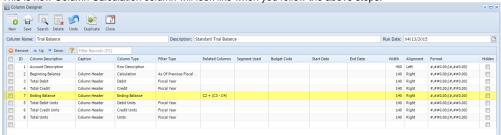- Ending Balance is an Ending Balance column

If Ending Balance is a Calculation column type - it will compute for the amount using the above formula, regardless of account normal balance. However if Ending Balance is an Ending Balance column type, this rule applies:

- If account has Debit normal balance, then Debit - Credit applies. Therefore in the above formula it would be Beginning Balance + Debit - Credit = Ending Balance
- If account has Credit normal balance, it reverses the formula to be Credit - Debit. Therefore in the above formula it would be Beginning Balance + Credit- Debit = Ending Balance

Follow these steps to add an Ending Balance column.

1. A new row will be available in the grid section.
2. In the **Column Description field**, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the caption for that column is set to Column Header. This is discussed more on How to Add Description Title Row.
3. In the **Caption field**, select the type of caption you want for the column. This is discussed more on How to Add Description Title Row.
4. In the **Column Type field**, select Ending Balance.
5. Column Calculation screen will automatically be opened where you can configure your formula. See How to Configure Formula for Column Calculation column to guide you on how to build your formula.
6. Leave the Filter Type field blank.
7. Leave the Segment Used field blank.
8. Leave the Budget Code field blank.
9. Leave the Start and End Date fields blank.
10. In the **Width field**, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
11. In the **Alignment field**, set how the value for the column be displayed.
    - Select **Center** if you want it Centered
    - Select **Left** if you want it Left Aligned
    - Select **Right** if you want it Right aligned
12. In the **Format field**, assign how the numbers be shown in the column. Will it have decimals, money sign or in percentage format.
13. Leave **Hidden checkbox** unchecked. See How Hidden checkbox works when enabled.

This is how Column Calculation column will look like when you follow the above steps.

Here's how it is shown when report is previewed/printed. The balances shown on Ending Balance column is computed as:

- Beginning Balance + Debit - Credit for account with Debit normal balance
- Beginning Balance + Credit - Debit for account with Credit normal balance

Trial Balance
As Of 4/13/2015

Monday, April 13, 2015
3:10 PM

	Beginning Balance	Total Debit	Total Credit	Ending Balance	Total Debit Units	Total Credit Units	Total Units
10300-1000 - Inventory-Loc A	1,900.00	2,449.75	300.00	4,049.75	224.97	30.00	194.97
20000-1000 - Accounts Payable-Loc A	0.00	0.00	650.00	650.00	0.00	0.00	0.00
30000-1000 - Owner''s Equity-Loc A	1,100.00	0.00	500.00	1,600.00	0.00	0.00	0.00
40000-1000 - Sales-Loc A	1,000.00	0.00	2,500.00	3,500.00	0.00	250.00	250.00
50000-1000 - Cost of Goods Sold-Loc A	150.00	800.00	0.00	950.00	80.00	0.00	80.00
60000-1000 - Other Expenses-Loc A	50.00	900.25	0.00	950.25	0.00	0.00	0.00
70000-1000 - Other Revenues-Loc A	0.00	0.00	200.00	200.00	0.00	0.00	0.00
Total :		4,150.00	4,150.00				