

The Advanced Learning Program™

For FRx

“Learn Beyond the Basics.”

“How to Analyze FRx Report Data using Excel Pivot Tables”



*Your FRx Advanced Learning Program Faculty
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BRITTENFORD
— S Y S T E M S

www.brittenford.com * 703-860-6945

*From the Desk of
Michael Mahoney, CEO of Brittenford Systems*

Dear FRx Student,

Congratulations! You are about to learn new skills with FRx – and enhance your professional value.

To maximize your experience, we encourage you to:

- Attend the webinar class with your team – to spark ideas.
- Use this handout to follow along and take notes.
- **Ask questions during class!**
- Watch the replay to reinforce and deepen your learning.

After class, discuss with your team:

- Your top three “ah ha!” moments.
- Three new skills you will practice within one week.

Many students tell us that after class, they think of more questions, or run into “snags” implementing their new skills. *“If only they could have one-on-one access with the instructor – just for an hour - to ask a few questions and get personalized coaching.”*

Good news! Your instructor for this class is reserving five 60-minute coaching sessions on Tuesday, December 15th. This offer is exclusively for students in today’s class, and is first-come, first-served.

With “One-on-One Coaching,” you’ll get:

- A personal 60-minute phone coaching session
- Remote access to your computer by the instructor (optional)
- Expert attention to your specific needs and issues
- High-value, focused learning

The sessions are coaching, not consulting, so you’ll be “taught to fish instead of given a fish.”

Best of all, the cost is a low \$95 for the hour – about half our standard hourly rates. As a result, space is limited to the first FIVE requests. To reserve your session, email me directly at mmahoney@brittenford.com or call 703-860-6945 x203.

Enjoy today’s class!



Michael Mahoney
CEO, Brittenford Systems

NEW!

*“One-on-One Coaching”
with today’s instructor*

*Dig deeper into today’s
topic based on your
individual needs*

*Only five 60-minute
sessions available
on Tue, December 15*

Reserve Now

Your Question about FRx (“The Problem”):

“I want to be able to quickly slice and dice information from the General Ledger, is there a way to do this in FRx?”

The Impact:

- Data is laid out in a report format rather than in a flexible list
- Time consuming creating pivot tables in Excel when information is already in FRx
- Doesn't provide a complete picture for those reviewing financial information
- Inability to quickly slice and dice information for analysis
- Resorting to a tedious, manual, cut-and-paste method of data presentation, resulting in time delays and lost productivity

The Solution:

- Turn your FRx reports into Excel Pivot Tables!

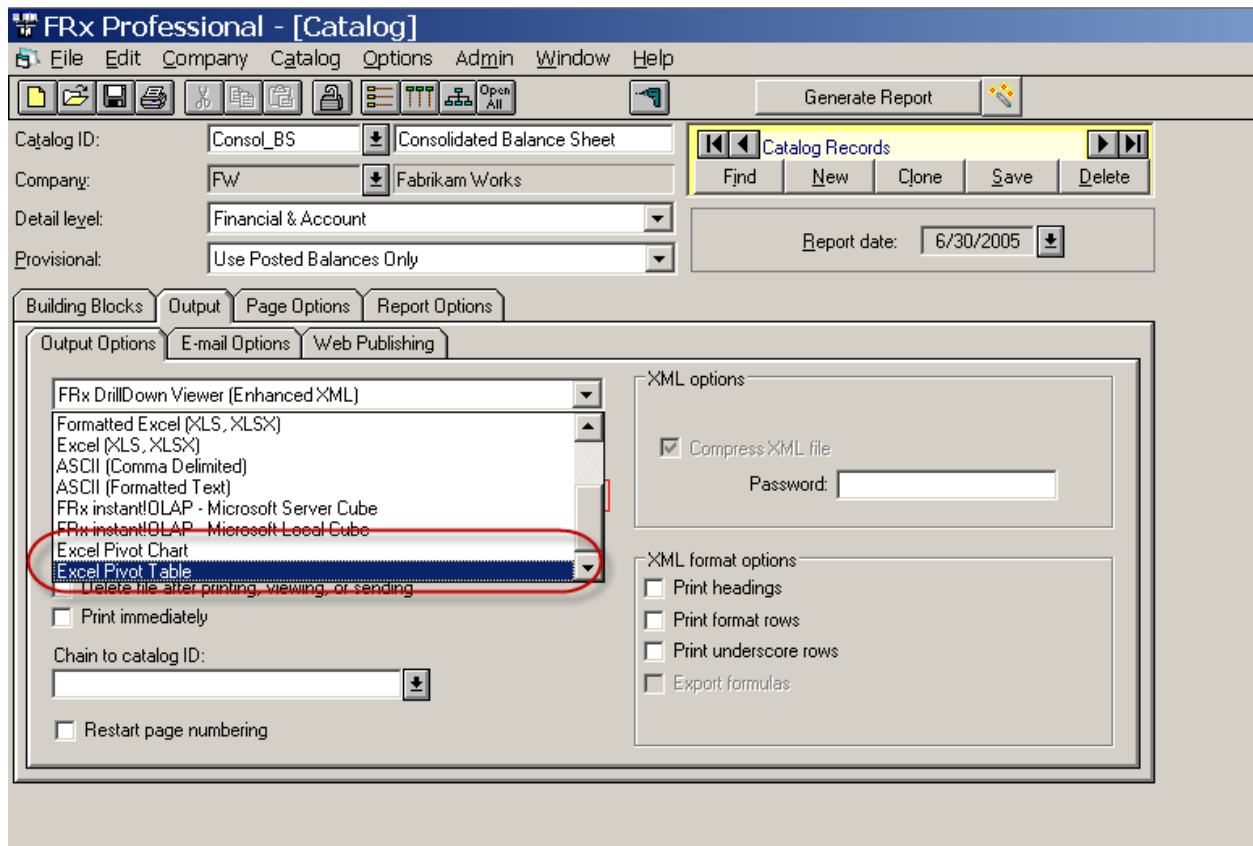
The Benefit:

- Slice and dice financial information for analysis
- Separate the actual data from the views of the data
- Calculate and present your desired data sets rapidly
- Improved reliability due to reduced complexity
- Pivot tables are interactive, easy to update, and dynamic which means results are automatically recalculated whenever fields are added or dropped

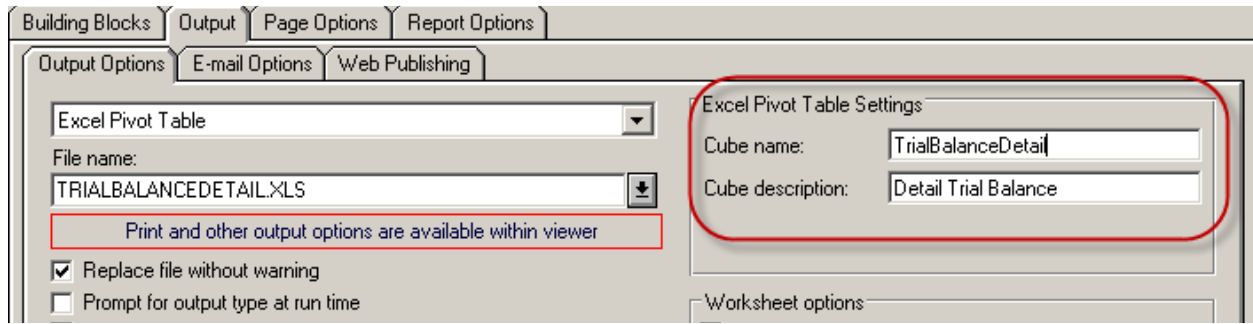
What is a Pivot Table?

There are 2 options in the Catalog of Reports to export/create Pivot Tables in FRx:

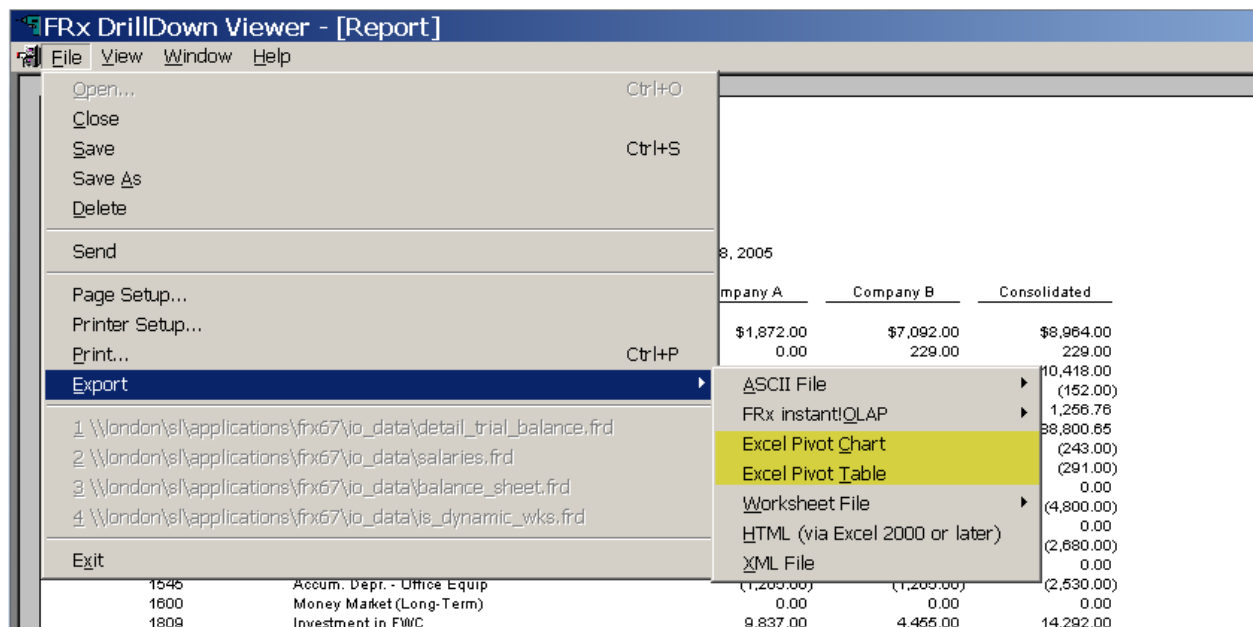
1. _____
2. _____



The Excel _____ section in the Catalog of Reports Output Options tab allows you to name your Pivot Table and is a required field.



You can also send an FRx report to the Drill Down Viewer and export it to an Excel Pivot Table from the _____ menu, selecting _____, then the Excel Pivot Table or Chart option.



The _____ Description field in the Column Layout provides a way to title the pivot table headers.

The screenshot shows the FRx Professional interface. The main window displays a grid with columns labeled A through H. The 'Column Headers' section shows columns C, D, and E labeled 'Company A', 'Company B', and 'Consolidated' respectively. The 'Column Detail' section shows various settings for each column, including 'Type (GL, Calc, etc.)', 'Book Code/Attribute Category', 'Fiscal Year', 'Period Code', 'Current Per/YTD', 'Calc Formula', 'Column Width', 'Extra Spaces Before Col', 'Special Format Mask', 'Print Control', 'Column Restrictions', 'Reporting Unit', 'Currency Code', 'Currency Display', 'Currency Rate Subtype ID', 'Account Filter', 'Attribute Filter', 'Start Date', 'End Date', and 'Justification'. The 'OLAP Descriptions' field is circled in red. A dialog box titled 'OLAP Descriptions' is open, showing 'Period and year description' set to 'Company A' and 'Book code description' set to 'May 2009'. A red arrow points from the 'OLAP Descriptions' field in the Column Layout to the dialog box.

The screenshot shows Microsoft Excel with a pivot table titled 'Organization'. The pivot table has columns for 'Organization', 'Book Code', 'Period', and 'Financial'. The 'Book Code' and 'Period' fields are circled in red, and the resulting data is also circled in red. The data shows values for various financial items across three categories: Company A, Company B, and Consolidated.

Organization	Book Code	Period	Company A	Company B	Consolidated
Accounts Payable		May 2009	-1792	145	-1647
Accounts Receivable		May 2009	7348	3070	10418
Accum Depr Lease Imprvmts		May 2009	-2400	-2400	-4800
Accum Depr OFandF		May 2009	-1490	-1190	-2680
Accum Depr Office Equip		May 2009	-1265	-1265	-2530
Advertising		May 2009	6301	7174	13475
Allowance for Bad Debt		May 2009	-111	-41	-152
Cash Checking		May 2009	1872	7092	8964
COGS		May 2009	318268	672478	990746
Commissions Expense		May 2009	17502	26091	43593
Depreciation Expense		May 2009	5155	4855	10010
Due from FWC		May 2009	738.67	518.09	1256.76

**Brittenford Systems
Training Schedule
Winter 2009**

For easy enrollment: www.brittenford.com or 703.860.6945 x 209
(CPE Credits are Available)
5% Early Bird Discount

<u>Reporting:</u>	<u>Date</u>	<u>Location</u>	<u>Standard Tuition</u>	<u>Rewards Tuition</u>
FRx Financial Reporting , Basic, 2 days	Jan 26	Reston, VA	\$1,145	\$859
FRx Financial Reporting Advanced , 2 days	Jan 28	Reston, VA	\$1,145	\$859
Crystal Reports , Basic	Jan 12	Chevy Chase, MD	\$695	\$522
Crystal Reports , Advanced, 2 days	Jan 19	Reston, VA	\$1,145	\$856

Join a hands-on training class today!

Visit our website at www.Brittenford.com or call Debi at 703-860-6945 x209.

Questions about today's class? Need help? Contact:

Kristen Foose: kfoose@brittenford.com or 703-860-6945 x253
Michael Mahoney: mmahoney@brittenford.com or 703-860-6945 x203