Reporting is a critical function in any system, providing the information necessary to monitor processes, and allow managers to make fact-based decisions.

In this session, we’ll discuss:

- Facilities for reporting in Accurate Reconciliation
- Securing access to sensitive report content
- Addressing additional reporting needs
Agenda

- Explore Accurate Reconciliation: Reporting user features
  - Report delivery through Reporting, Report Store and ViewPoint
- Administration of the Reporting functionality
- Development of new report content
Is Reporting Being Overlooked?

- Over 90 percent of implementation project effort focuses on the Reconciliation process
  - Data feed
  - Match pass design
  - Reconciliation review and sign off
  - Purge
- Often very little focus on getting information out of the system
  - Current system status
  - Current risk exposure
  - Tracking key performance indicators over time
- Reporting is critical for effective management of the Reconciliation solution
Reporting in Accurate Reconciliation

Delivery
- Reporting
- Report Store
- ViewPoint

Administration
- Reporting Administration
- Maintenance

Development
- Reports
- Widgets
- Third-Party Tools

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Report Delivery
Delivery Modules

- **Accurate Reconciliation: Reporting and Report Store**
  - Highly flexible, intuitive reporting environment supporting a range of report and chart styles
  - Scalable to support higher data volumes and multi-page content
  - Accurate Reconciliation: Report Store allows storage of ‘point in time’ report snapshots for later retrieval
  - Ideal for less summarized and granular level content spanning many pages

- **Accurate Reconciliation: ViewPoint**
  - Provides immediate visual indication of current system and risk status
  - Allows drill into related content, and direct navigation to appropriate thin-client module
  - Provides single screen view of multiple panes of content
  - Ideal for highly summarized content that can be represented in a small area
Selection Side bar

- Guided workflow
  - Select report, parameters and then additional options
- Dimension selection buttons dynamic in 2.14
- Account tree pagination and search
  - Default Search and Tree Batch Size configuration parameters control paging behaviour
- Extended filtering aware of columns in report
  - Standard reports updated in the 2.15.0 EB160/EB161 hot fix
### Reporting Main Pane

- Sections can be expanded or collapsed by clicking on +/- icon.
- Expand/Collapse all by Ctrl+click.
- Use Report Map to go directly to a section.
- Page numbers dynamically recalculate.
- Substitution variables automatically include parameters.
- Columns are dynamically renamed and translated based on selected account metadata.
- Subtotals and calculations can be displayed in headers or rows.
- Alerts provide conditional formatting.
- Click on arrow icon to sort report. Multi-column sort via Ctrl+click.

### Example Report

**Outstanding Items**

- **Account Number:** CITULX
- **Between:** 01/01/2012 and 12/31/2012

<table>
<thead>
<tr>
<th>Value Date</th>
<th>Trans. Date</th>
<th>Side</th>
<th>Debit Amount</th>
<th>Reference 1</th>
<th>Credit Amount</th>
<th>Reference 2</th>
<th>Dept</th>
</tr>
</thead>
<tbody>
<tr>
<td>20/05/2012</td>
<td>20/05/2012</td>
<td>CASHBOOK</td>
<td>98,413.177.65</td>
<td>WAL-MART STORESINC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17/05/2012</td>
<td>17/05/2012</td>
<td>CASHBOOK</td>
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<td></td>
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<td></td>
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<tr>
<td>10/05/2012</td>
<td>10/05/2012</td>
<td>CASHBOOK</td>
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<td></td>
</tr>
<tr>
<td>22/05/2012</td>
<td>22/05/2012</td>
<td>CASHBOOK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Debits:** 7,007,045.44
**Total Credits:** 5,089,031.13
**Number of rows:** 985
Alerts

- Display report cells, rows or columns in different ways depending upon user-created criteria
- Specific to user and report
- May be saved in conjunction with reports or views
  - If a report is being displayed without an applied view when the alert is created, the alert will be displayed whenever that user displays that report (including as a view)
  - If a view is being displayed when the alert is created, the alert will be displayed only when that user displays that view again
Account Alerts

- Account Alerts highlight selected accounts in the reporting sidebar
- Useful to direct supervisors and reviewers to specific accounts requiring attention
- Alerts apply to all users
  - Set in BRD_Account_Alert
  - Format set in “Overdrawn Account highlighting” Style
Report Views

- Views are shortcuts to common reports or charts
- Report view also stores alerts, column selection and filtering criteria
- Can define a default view that will always be displayed when you first access the Reporting module
Exporting Reports

- Print, export the current page, and export the full report into a workbook
- Workbooks are prepared in the background and can be downloaded later in the session
  - Export workbooks are deleted at the end of the session
  - Reporting will prompt you if you try to log out and haven’t downloaded all your exports
- Accurate Reconciliation 2.15 added the ability to export the thin-client Reconciliation item list
Scheduling reports to Report Store

• Report Store allows a snapshot of a report to be stored for future use
• Reports may be stored from a batch process or interactively from the Reporting module
  • Batch schedules are defined in Maintenance Schedules
• Accurate Reconciliation 2.15.1 adds
  • Improved access controls for stored report content
  • Capture of any user specified sorting criteria when storing interactively
PDF Reports

• Allows static PDF documents to be shared with all users
  • For example, policy documents, standard forms or reports from external systems
• Authorised users can upload new content
  • Can also set expiry date
• Administrators can manage uploaded content
• Set the PDF upload path in Maintenance Configuration Parameters
ViewPoint

• ViewPoint presents a personalised portal delivering real-time summary information to direct focus to areas requiring attention
• ViewPoint allows direct navigation from the portal to the relevant area to allow immediate action
• Information can be presented graphically, in tabular form or in unstructured HTML Web content
Administration and Maintenance
Administration and Maintenance

• Reporting Admin
  • Simplified in 2.15
• Maintenance
  • Metadata Import and Export
  • Configuration Parameters
  • Schedules
  • Translations
  • Styles
• Summary Table Maintenance
• Report Store Utilities
Reporting Administration

- Controls report access for users and user groups
- Defines Reporting Privileges
  - Ability to upload PDF content
  - Ability to save reports to Report Store
  - Has Form Designer or Reporting Administrator role
- Simplified in 2.15.0
  - Account access rights taken from Reconciliation access rights
  - Report Store privileges also moved to Reconciliation Administration
Metadata Import and Export

- Import and Export are the simplest way to load new reports into and transfer reports from a system
- Support most elements of reporting configuration metadata
  - Reports
  - Forms
  - Styles
  - Configuration
  - Schedules
  - Translations
Configuration Parameters

- Personalise the splash image
- Set the PDF upload path
- Set Page size controls
  - Reporting – Reporting default rows per page
  - Sidebar account tree – Default Search and Tree Batch Size
Changing Report Formats

- Report formatting can be updated centrally for all users by modifying the styles defined in the maintenance module
  - Uses HTML CSS style attributes for colours, fonts, alignment
  - Local changes specific to a report can be defined in the report definition
  - Alerts can also use any style attribute when defined as part of the report definition
Updating the Summary Tables

- Accurate Reconciliation provides summary tables to improve the efficiency of reports against large volumes of data and to capture snapshots of transient information to be monitored over time, for example, balances
- Standard tables and ETL (extract, transform and load) processes are provided
- ETL processes are scheduled via BRD_Load process
  - Schedules are configured through the Maintenance module
- Additional tables and ETL processes can be added to support custom reporting requirements
Report Store Utilities

- The Report Store Exporter and Purger utilities were added in 2.14
- **Report Store Exporter**
  - Exports selected stored reports as HTML files, and optionally CSV files, and leaves the reports in the Report Store
- **Report Store Purger**
  - Exports selected stored reports as HTML files, and optionally CSV files, and deletes the reports from the Report Store
- **Report Store Converter**
  - Converts embedded graphics and reports stored in earlier versions to the compressed format introduced in 2.12
Report Development
Report and Widget Development

- Metadata driven
  - All report definitions are stored as metadata in the Accurate database
  - Extensible to meet new reporting requirements
  - New metadata options in 2.14 to simplify development
- New reports can be developed to meet custom requirements
- Fiserv can provide Report or Widget Development workshops
  - Three-day onsite or webex
  - One day post training consultancy
  - Typically will use a client report requirement in the workshop
    - Aim to develop prototype collaboratively
  - Attendees need knowledge of SQL to define queries and update metadata tables
Reporting from Third-Party Databases

- Reports can contain data from other data sources outside Accurate Reconciliation system
- Each report or form data provider is associated with a connection, allowing Accurate to query other databases
- This is most beneficial as a linked report or form invoked from data held in Accurate
  - For example, Researching source systems to investigate an exception
Reporting via Third-Party Tools

• Many clients design additional reports using third-party tools
  • For example, Cognos, Business Objects, SQL Server Reporting Services
• Accurate Reconciliation schema available on request to assist in development of reports
• Important considerations when using third-party tools
  • Account Level Security
    • Ensure that reports do not violate account access privileges set up in Accurate Reconciliation
  • Column Naming and Translation
    • Reports via third-party tools will not automatically rename or translate column names based on the selected accounts
• Check newly developed reports thoroughly against information from Reconciliation and Workflow
• Check reports still function correctly when adding new reconciliations
Forms

- Accurate Reconciliation Forms allow administrators to create and manage dynamic custom user interfaces
  - Each form is associated with one or more Data Provider
    - Standard or custom queries used to retrieve data from the database
  - Administrators design forms to display required data fields
    - Also where the forms can be accessed
- Form Designer is a graphical utility allowing the administrator to ‘paint’ the form design through a drag and drop interface
Summary
Summary

• Accurate Reconciliation provides intuitive reporting features that offer a broad range of functionality
• Review your reconciliations to ensure that all your information needs are properly met
  • Can you effectively manage the entire reconciliation process?
  • Do you have full visibility of the reconciliation?
  • Design new reports where necessary
Questions?
Next Steps

- Accurate Reconciliation demonstration in the Solutions Center
- Review your implementation to ensure that your reports are effective
- Discuss a Report Development Workshop with your Account Manager
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