



# Spreadsheet Live

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## Introduction

### Access over the web

Using Spreadsheet Live you can build reports in Excel that can securely access your Dataflow Accounts data from anywhere in the world across the Internet.

Spreadsheet Live can be configured to connect to your data using HTTPS - the industry standard for secure web access - allowing you to build your reports on the move. All processing of the Dataflow Accounts data takes place on your server - only the results are returned to Excel - so your reports will still calculate speedily even when you are on the other side of the globe.

Spreadsheet Live will usually be configured to connect to your data using HTTPS for access across your internal network, or across a VPN.

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### Logging in

### Steps

- 1. Launch Excel
- 2. Go to Dataflow on the Excel ribbon
- 3. Click Log on
- 4. Enter Dataflow User ID and Password

### Security

Spreadsheet Live incorporates all the same built-in security found in Dataflow Accounts. This features password controls that include rules for strong passwords, password expiry, history and maximum attempts, and a "forgotten password" function. Company and ledger account level security as found in Dataflow Accounts has also been fully implemented in Spreadsheet Live.



### Spreadsheet Live Toolbar

The Spreadsheet Live Toolbar enables you to import static data such as Company Name, Nominal Code and Description, Trial Balance Group, Period Dates and Budget Name etc. into any Excel cell.

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Selecting Periods and Nominals using the Toolbar

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### Steps

- 1. Click on required option (Above, Nominal and Period have been selected)
- 2. From the pop-up window select all or cherry pick required details
- 3. Click Select
- 4. Close pop-up



The Static Data imported via the Toolbar can also be typed directly into a cell, drag and dropped or copied and pasted out of Dataflow as per the usual practice. E.g. List of Nominal Accounts with their description copied directly from the Nominal Enquiry screen and pasted into Excel.

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### Static Data dragged and dropped from Dataflow

#### Steps

Drag and Drop

- 1. Highlight information in Dataflow to be Dragged and Dropped
- 2. Press and hold Control button on the keyboard (Ctrl)
- 3. Left mouse click and hold
- 4. Drag information onto the excel spreadsheet
- 5. Release mouse and Ctrl button

### Copy and paste

- 1. Highlight information in Dataflow
- 2. Right click and select 'Copy'
- 3. Or press Ctrl and C button on the keyboard
- 4. Paste into Excel (Ctrl & V or paste options)



# Interface

### Setup of a basic Report

#### Step 1

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Information is either entered by typing the detail, copying and pasting from Dataflow or by using one of the Buttons from the toolbar to import the detail.

- A2 the company is imported using the Toolbar Button 'Companies'
- A4 can either be entered by typing the required period end date, or by using the 'Period Dates' Button from the Toolbar to import into the detail
- C4 is a drop down option with all the Period Dates. This detail was populated using the Period Dates Button on the Toolbar
- B6, C6 and D6 are all typed details
- B8-B14 and C8- C14 were populated using the 'Nominals' Button found on the Toolbar
- B16 is a typed detail
- D16 will be an excel calculation entered manually

### Step 2

After Step 1 is complete "which is the setup of the Report Template", the next step is to retrieve the data as required. To do this we use Excel Functions.

Continued on the next page



### Functions

### **Introduction to Functions**

A **function** is a predefined **formula** that performs calculations using specific values in a particular order.

**Excel** includes many common **functions** that can be used to quickly find the sum, average, count, maximum value, and minimum value for a range of cells.

**Spreadsheet Live** adds to the list of standard Excel functions allowing the Users to build **reports** that return values from the **Dataflow** database.

#### Button

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Steps

- 1. Select Cell where the 'function' should be (Placement of the return value)
- 2. Click Insert Function (Either on the Excel Ribbon or the Insert Function Button. Both are illustrated above)
- 3. Select the Required Ledger from the drop down menu, 'Or select a Category'. For example 'Dataflow Nominal Ledger'. (Indicated above)
- 4. There are over 60 functions that can be used to import data dynamically

#### Continued on next page



5. Select a Dataflow Insert Function and click OK

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- 6. Function Arguments
  - a. In the 'Function Arguments' pop-up window, select a field that corresponds to a cell on the Report Template
  - b. Now click the 'Corresponding' cell on the Report
  - c. Repeat for all details

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7. Click OK once all required details are selected from 'Function Arguments' to generate a return value

Required details for the above Report:

Company Name	A2	Fixed
Nominal Code	B8	Changes per Row
Period	C4	Fixed

Results are returned to the active cell prior to clicking 'Functions'.



### Results returned from above report criteria

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The above returned values can be used in Excel to create graphs.

Drilldown



There is a Drilldown option found on the Dataflow Excel Tab. By highlighting a cell which has a returned value, if the particular cell can be drilled into then the Drilldown button will become active. By clicking Drilldown a window will pop-up with all transactions that make up the total of the cell.

When the **Calculate** button is clicked two options are presented 'Sheet' or 'Workbook'. Decide whether the entire workbook is to be re-calculated or just a single sheet.

When the **Formula** button is clicked two options are presented 'Clear' or 'Restore'. Clear will remove the Formulas that bring the returned values in dynamically and the data will become text. By clicking restore the text data that was previously dynamic will have the formula that returns the value reinstated.



### **Excel Report Groups and TB Nominal Grouping**

### Dataflow Dates Dialog filter al Years None mes Dates Dates Dates

Creating an **Excel Report Groups** allows Nominal Codes to be grouped. Excel Report Groups are similar to TB Nominal Groups. As the image indicates on the left, Excel Report Groups can be used in Spreadsheet Live to facilitate the creation of Reports.

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			Currency Nominals	
			Bank Account Details	
			Document Design	
			Merge Accounts	
			Authority Limits	
			Nominal CC and VAT Nominal	
			Excel Report Groups	

Steps

- 1. Nominal Ledger
- 2. Setup

**Excel Report Groups** 

- 3. Excel Report Groups
- 4. Groups (Tab)

### Groups Tab

ð	Dataflow No	minal Ledger -	[Nominal	Excel Rep	port Groups]						
E	Accounts	Transactions	Reports	Setup	Period Processi	ng Tools	Window				- 8 ×
			<u>G</u> roups					N	l <u>o</u> minals in Grou	aps	<u> </u>
[	Excel Repor	t Group Name									<u>^</u>
ŀ	Sales										
ŀ	Cost of Sale	s									
L											-
	Group	Sales									
	aroup										
						<b>•</b>	Aq 🔗	Modify 🔵	<u>R</u> emove	Update	Discard
										🕜 Help	O Close



- 5. Click Add
- 6. Enter Group description
- 7. Update

Nominal	in	Group	c 1	Tah	۱
Nominal		Group	5 (	I dD	1

	<u>G</u> roups				N <u>o</u> minais in Groups	
/iew by ● Group C Nom	inal			•		
Iominals excluded			ī ī	Nominals included		
ACC.DEPN ACCOUNTS	Accumulated Depreciation	<b>^</b>		SALESMEM SALESNMEM	Members event revenue	
ACCRUALS	Accruals			SALESREV	Membership Revenue *	
ACCRUED COS P&L	Accrued COS on Jobs (P&L)			SALESSPONSHIP	Sponsership revenue for events	
ACCRUED COS PROV B	Accrued COS Provision (BS)			WALLPAPSALES	Luxery Wallpaper Sales	
ACCRUED WARRANTY	Accrued Warranty Costs (BS)					
ADVERTG	Advertising		<u> </u>			
AUDIT	Audit Fees					
BANK DEP1	Bank (Deposit Acct 1)					
BANK DEP2	Bank (Deposit Acct 2)					
BANK LOAN	Business Development Loan		<<			
BANK1	Bank (Current Account)					
BANKCHGES	Bank Charges					
BDDEBTS	Bad Debts	-				-
				,		

Steps

- 8. Nominal in Groups (Tab)
- 9. Select 'View by' Group or Nominal
- 10. Select Group or Nominal from the Drop down menu (depending on View by)
- 11. Move the Group into a Nominal Code Or move a Nominal Code into a Group

### **TB Nominal Grouping**

TB Grouping is related to the Chart of Accounts and setup is assumed to have been completed independently to Spreadsheet Live. TB Groups can be used in Spreadsheet live to build reports.

👌 Dataflow Nominal Ledger - [Nomina	Report Groups]	
Accounts Transactions Reports	Setup Period Processing Tools Window	_ & ×
Groups Required	Group Selected	
V Report Group I		
Report Group 2	C TB Group 2	
Report Group 3	C TB Group 3	
Descriptions	ltems	🚽 I <u>n</u> sert
TB Group &1	Net Assets Financed by	
TB Group &2	Net Sales Costs	
TB Group &3		Modify
		<u>Remove</u>
	Broadcast	o 🚺 🚺 🚺 🚺



# **Spreadsheet Live Functions**

### **Introduction to Functions**

A **function** is a predefined **formula** that performs calculations using specific values **in** a particular order.

**Excel** includes many common **functions** that **can** be used to quickly find the sum, average, count, maximum value, and minimum value for a range of cells.

**Spreadsheet Live** adds to the list of standard Excel functions allowing the Users to build reports that return values from the **Dataflow** database.

🗶   🛃 🔊 - (° - 🖪 🏭   <del>-</del>	Book1 - Microsoft Excel 👝 🗉 🔀
Home Insert PageLayout	Formulas Data Review View Developer Dataflow 🛆 🝞 📼 🖾
fx Σ AutoSum ▼ in Logical ▼ Insert Function i Financial ▼ i Date & Tin Function Library	Image: Second control of the secon
	( <u> </u>
· · · · · · · · · · · · · · · · · · ·	Insert Function
	Search for a function:
A B C	Type a brief description of what you want to do and then click
2	Or select a category: Most Recently Used
3	Select a function:
4	VLOOKUP Logical
5	IF Information
7	AVERAGE Cube
8	COUNT Dataflow System Manager E MAX Dataflow Nominal Ledger -
9	VLOOKUP(lookup_vDataflow Payment Practice ge_lookup)
10	Looks for a value in th Dataflow Nominal Ledger Legacy rns a value in the same row from a column you specify. By default, the table must be sorted in an
12	ascending order.
13	
14	Help on this function OK Cancel
15	
Edit I	

### **Functions**

For your reference we have listed all the available functions names, description and their corresponding parameters in the following pages:



# Nominal Ledger Functions

NLActualOrBudget	RETURNS:
	Nominal Account Period Actual or Budget
	(Actual returned up to and including 'Reporting Period Date'.
	(Budget returned for dates greater than 'Reporting Period Date'.)
	Budget Name
Parameters:	Consolidation Group
	Company Name
	Reporting Period Date
	Period Date
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLBudgetPeriodActual	RETURNS: Nominal Ledger Period Budget
	Budget Name
Parameters:	Period Date
	Quarter
	Period Number
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLBudgetPeriodBalance	RETURNS:
	Nominal Ledger Period To Date Budget (Accumulative)
<b>.</b> .	Budget Name
Parameters:	Period Date
	Quarter
	Period Number
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLBudgetYear	RETURNS:
	Nominal Leuger Year Budget (Fuil Year Accumulative)
<b>.</b> .	Budget Name
Parameters:	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLCostCentreActualOrBudget	RETURNS:
	Cost Centre Forecast Period Actual or Budget (Actual returned up to and including 'Reporting Period Date'.) (Budget returned for dates greater than 'Reporting Period Date'.)
	Budget Name
Parameters:	Consolidation Group
	Company Name
	Reporting Period Date
	Period Date
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCostCentreBudgetPeriodActual	Returns:
	Cost Centre Period Budget
<b>D</b>	Budget Name
Parameters:	Period Date
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group

NLCostCentreBudgetPeriodBalance	Returns:
	Cost Centre Period to Date Budget (accumulative)
<b>.</b> .	Budget Name
Parameters:	Period Date
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCostCentreBudgetYear	Returns:
	Cost Centre Year Budget (full year accumulative)
Damanatana	Budget Name
Parameters:	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLCostCentreCurrentBalance	Returns:
	Cost Centre Current Balance
<b>D</b>	Consolidation Group
Parameters:	Company Name
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



<b>NLCostCentreCurrentPeriodBalance</b>	Returns: Cost Centre Current Period Balance
Danamatana	Consolidation Group
Parameters:	Company Name
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLCostCentrePeriodActual	Returns: Cost Centre Actual Postings for the specified period
	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCostCentrePeriodBalance	Returns:
	Cost Centre Closing Balance for the specified period
_	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCostCentrePeriodForward	Returns:
	Cost Centre Forward Dated Balance for the specified period
<b>_</b>	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCostCentrePeriodOpening	Returns:
	Cost Centre Opening Balance for the specified period
_	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCostCentreYearForecast	Returns:
	Cost Centre Forecast Closing Balance for the specified period
<b>-</b> .	Budget Name
Parameters:	Consolidation Group
	Company Name
	Period Date
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLCurrentBalance	Returns:
	Nominal Ledger Current Balance
	Consolidation Group
Parameters:	Company Name
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLCurrentPeriodBalance	Returns:
	Nominal Ledger Current Period Balance
_	Consolidation Group
Parameters:	Company Name
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLPeriodActual	Returns: Nominal Ledger Actual Postings for the specified Period
_	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



NLPeriodBalance	Returns: Nominal Ledger Closing Balance for the specified Period
	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLPeriodForward	Returns: Nominal Ledger Forward Dated Balance for the specified Period
Devenuetever	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group



NLPeriodOpening	Returns: Nominal Ledger Opening Balance for the specified Period
Damana dama	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency

NLPLActualOrBudget	Returns: Profit/Loss Figure - Nominal Ledger Period Actual or Budget (Actual returned up to and including 'Reporting Period Date'.) (Budget returned for dates greater than 'Reporting Period Date'.)
Parameters:	Budget Name
	Consolidation Group
	Company Name
	Reporting Period Date
	Period Date
	Excel Report Group
	Base Currency



NLPLBudgetPeriodActual	Returns: Profit/Loss Figure - Nominal Ledger Period Budget
Parameters:	Budget Name
	Period Date
	Quarter
	Period Number
	Excel Report Group
	Base Currency

NLPLBudgetPeriodBalance	Returns: Profit/Loss Figure - Nominal Ledger Period to Date Budget (accumulative)
Parameters:	Budget Name
	Period Date
	Quarter
	Period Number
	Excel Report Group

NLPLBudgetYear	Returns: Profit/Loss Figure - Nominal Ledger Year Budget (Full year accumulative)
Parameters:	Budget Name
	Excel Report Group
	Base Currency



NLPLCostCentreActualOrBudget	Returns: Cost Centre Forecast Period Actual or Budget (Actual returned up to and including 'Reporting Period Date'.) (Budget returned for dates greater than 'Reporting Period Date'.)
Paramotors	Budget Name
Falameters.	Consolidation Group
	Company Name
	Reporting Period Date
	Period Date
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency

NLPLCostCentreBudgetPeriodActual	Returns: Profit/Loss Figure - Cost Centre Period Budget
Deveneteve	Budget Name
Parameters:	Period Date
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group



NLPLCostCentreBudgetPeriodBalance	Returns: Profit/Loss Figure - Cost Centre Period to Date Budget (accumulative)
Demonsterne	Budget Name
Parameters:	Period Date
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency

NLPLCostCentreBudgetYear	Returns: Profit/Loss Figure - Cost Centre Year Budget (full year accumulative)
Parameters:	Budget Name
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency



NLPLCostCentreCurrentBalance	Returns: Profit/Loss Figure - Current Balance
Demonsterne	Consolidation Group
Parameters:	Company Name
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency

NLPLCostCentreCurrentPeriodBalanc	Returns: Profit/Loss Cost Centre Current Period Balance
Devenuetove	Consolidation Group
Parameters:	Company Name
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency



NLPLCostCentrePeriodActual	Returns: Profit/Loss Figure - Cost Centre Actual Postings for the specified Period
Damanakana	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency

NLPLCostCentrePeriodBalance	Returns: Profit/Loss Figure - Cost Centre Closing Balance for the specified Period
Dowowaława	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency



NLPLCostCentrePeriodForward	Returns: Profit/Loss Figure - Cost Centre Forward Dated Balance for the specified Period
Devenuetova	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency

NLPLCostCentrePeriodOpening	Returns: Profit/Loss Figure - Opening Balance for the specified period
Devenuetava	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency



NLPLCostCentreYearForecast	Returns: Profit/Loss Figure – Cost Centre Forecast Closing Balance for the Financial Year
Devenueteve	Budget Name
Parameters:	Consolidation Group
	Company Name
	Period Date
	Cost Centre 1
	Cost Centre 2
	Cost Centre 3
	Cost Centre 4
	Cost Centre 5
	Excel Report Group
	Base Currency

NLPLCurrentBalance	Returns: Profit/Loss Figure – Current Balance
Parameters:	Consolidation Group
	Company Name
	Excel Report Group
	Base Currency

NLPLCurrentPeriodBalance	Returns: Profit/Loss Current Period Balance
Parameters:	Consolidation Group
	Company Name
	Excel Report Group
	Base Currency



NLPLPeriodActual	Returns: Profit/Loss Figure – Nominal Ledger Actual Postings for the specified Period
Parameters:	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Excel Report Group
	Base Currency

NLPLPeriodBalance	Returns: Profit/Loss Figure – Nominal Ledger Closing Balance for the specified Period
	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Excel Report Group
	Base Currency



NLPLPeriodForward	Returns: Profit/Loss Figure – Nominal Ledger Forward Dated Balance for the specified Period
	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Excel Report Group
	Base Currency

NLPLPeriodOpening	Returns: Profit/Loss Figure - Opening Balance for the Specified period
Damanakana	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Period Number
	Excel Report Group
	Base Currency



NLPLYearForecast	Returns: Profit/Loss Figure - Nominal Ledger Forecast Closing Balance for the Financial Year
Describer	Budget Name
Parameters:	Consolidation Group
	Company Name
	Period Date
	Excel Report Group
	Base Currency

NLYearForecast	Returns: Nominal Ledger Forecast Closing Balance for the Financial Year
<b>D</b>	Budget Name
Parameters:	Consolidation Group
	Company Name
	Period Date
	Nominal Code
	Trial Balance Group 1
	Trial Balance Group 2
	Trial Balance Group 3
	Excel Report Group
	Base Currency



### **Sales Ledger Functions**

For Sales Reporting Functions that a Top Count is to be returned a specific routine must be followed to generate results:

- 1. Highlight 3 Columns and the amount of rows required to satisfy the Top Count
- 2. Select Function and enter report criteria as required
- 3. Press CTRL + Shift and press return all on the keyboard

### Illustration of the above:

1. Highlight 3 Columns and the amount of rows required to satisfy the Top Count

Example – 5 Rows for a Top Count of 5 10 Rows for a Top Count of 10



2. Select Function and enter report criteria as required

### 3. Press CTRL + Shift and press return all on the keyboard

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Tab 🕇	<b>→</b> [ (	Q	W	E	F	۶ [	т	Y	U	Ι	0	P	ľ	[]]	} ]	<b>↓</b> Enter	Delete	End	Page Down		7 Home	8 <b>1</b>	9 Pg Up	
Caps L	_ock	А	s		ΣĮ	F	G	Н	J	K	L		;	@	~ #						4	5	6 <b>↑</b>	т
1 Shif	t		Z	X		)]	٧Į	В	N	М	< ,	> .	ĺ	?	Û	Shift		1			1 End	2 ↓	3 Pg Dn	Entor
Ctr	1		Ι	Alt	ſ			Space	bar			Alt G	r <b>Í</b>			Ctrl	•	↓	$\rightarrow$	) [	0 Ins		Del	Litter



SLAnalysisQuantity	Returns: Sales Quantity
Devenesteve	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Codes
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Analysis4
	Analysis5
	Analysis6
	Product Codes
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types



<b>SLAnalysis Top Account Quantities</b>	Returns: Top Count of Account Quantities
Parameters:	Top Count
	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Analysis4
	Analysis5
	Analysis6
	Product Codes
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types



SLA nalysis Top Account Values	Returns: Top Count of Account Values
Devementerer	Top Count
Parameters.	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Analysis4
	Analysis5
	Analysis6
	Product Codes
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types
	Base Currency



	Returns:
<b>SLAnalysisTopProductQuantities</b>	Top Count of Product Quantities
Describer	Top Count
Parameters:	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Codes
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Analysis4
	Analysis5
	Analysis6
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types



	Returns:
SLAnalysisTopProductValues	Top Count of Product Values
<b>.</b> .	Top Count
Parameters:	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Codes
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Analysis4
	Analysis5
	Analysis6
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types
	Base Currency



SLAnalysisValue	Returns: Sales Values
P	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Codes
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Analysis4
	Analysis5
	Analysis6
	Product Codes
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types
	Base Currency



### **Purchase Ledger Functions**

For Purchase Reporting Functions that a Top Count is to be returned a specific routine must be followed to generate results:

- 4. Highlight 3 Columns and the amount of rows required to satisfy the Top Count
- 5. Select Function and enter report criteria as required
- 6. Press CTRL + Shift and press return all on the keyboard

### Illustration of the above:

1. Highlight 3 Columns and the amount of rows required to satisfy the Top Count

Example – 5 Rows for a Top Count of 5 10 Rows for a Top Count of 10



2. Select Function and enter report criteria as required

### 3. Press CTRL + Shift and press return all on the keyboard

「 <sup>¬</sup> ¦	! 1	2			\$ 4	% 5	Â	<b>8</b> 7	8	) (		) 0	-	+ =	Ba ◀	ick space	Insert	Home	Page Up		Num Lock	/	*	-
Tab 🕇	<b>→</b> [ (	Q	W	E	F	۶ [	т	Y	U	Ι	0	P	ľ	[]]	} ]	<b>↓</b> Enter	Delete	End	Page Down		7 Home	8 <b>1</b>	9 Pg Up	
Caps L	_ock	А	s		ΣĮ	F	G	Н	J	K	L		;	@	~ #						4	5	6 <b>↑</b>	т
1 Shif	t		Z	X		)]	٧Į	В	N	М	< ,	> .	ĺ	?	Û	Shift		1			1 End	2 ↓	3 Pg Dn	Entor
Ctr	1		Ι	Alt	ſ			Space	bar			Alt G	r <b>Í</b>			Ctrl	•	↓	$\rightarrow$	) [	0 Ins		Del	Litter



PLAnalysisQuantity	Returns: Purchase Quantity
Demonsterne	Consolidation Group
Parameters:	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Codes
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Product Codes
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types



PLAnalysisTopAccountQuantities	Returns: Top Count of Account Quantities
Daramotors:	Top Count
	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Types
	Analysis1
	Analysis2
	Analysis3
	Product Codes
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types



PLAnalysisTopAccountValues	Returns: Top Count of Account Values	
Demonsterne	Top Count	
Parameters:	Consolidation Group	
	Company Name	
	Period Date	
	Financial Year	
	Quarter	
	Timeframe	
	Account Types	
	Analysis1	
	Analysis2	
	Analysis3	
	Product Codes	
	StockGroup1	
	StockGroup2	
	StockGroup3	
	Nominal Code	
	Transaction Types	
	Base Currency	



	Returns:
<b>PLAnalysisTopProductQuantities</b>	Top Count of Product Quantities
<b>_</b>	Top Count
Parameters:	Consolidation Group
	Company Name
	Period Date
	Financial Year
	Quarter
	Timeframe
	Account Codes
	Account Types
	Analysis1
	Analysis2
	Analysis3
	StockGroup1
	StockGroup2
	StockGroup3
	Nominal Code
	Transaction Types



	Returns:	
<b>PLAnalysisTopProductValues</b>	Top Count of Product Values	
<b>_</b>	Top Count	
Parameters:	Consolidation Group	
	Company Name	
	Period Date	
	Financial Year	
	Quarter	
	Timeframe	
	Account Codes	
	Account Types	
	Analysis1	
	Analysis2	
	Analysis3	
	StockGroup1	
	StockGroup2	
	StockGroup3	
	Nominal Code	
	Transaction Types	
	Base Currency	



PLAnalysisValue	Returns: Purchase Values		
Demonsterne	Consolidation Group		
Parameters:	Company Name		
	Period Date		
	Financial Year		
	Quarter		
	Timeframe		
	Account Codes		
	Account Types		
	Analysis1		
	Analysis2		
	Analysis3		
	Analysis4		
	Analysis5		
	Analysis6		
	Product Codes		
	StockGroup1		
	StockGroup2		
	StockGroup3		
	Nominal Code		
	Transaction Types		
	Base Currency		



# Payment Practice Functions

	Returns:	
AverageNumberOfDaysForPayment	Average number of days for Payment	
Devenue et even	Consolidation Group	
Parameters:	Company Name	
	Reporting Start Date	
	Reporting End Date	

InvoicesPaidBetween31And60Days	Returns: Number of Invoices paid between 31 and 60 days	
Parameters:	Consolidation Group Company Name Departing Start Data	
	Reporting End Date	

InvoicesPaidIn60DaysOrMore	Returns: Invoices paid in 60 days	
Parameters:	Consolidation Group Company Name	
	Reporting Start Date Reporting End Date	



Invoices Paid Within 30 Days	Returns: Invoices paid in 30 days	
Parameters:	Consolidation Group Company Name	
	Reporting Start Date	
	Reporting End Date	

InvoicesWithPaymentPeriodExceedingAgreedTerms	Returns: Invoices paid within a Period exceeding the Agreed Terms	
	Consolidation Group	
Parameters:	Company Name	
	Reporting Start Date	
	Reporting End Date	

TotalNumberOfInvoicesPaid	Returns: Total number invoices paid
Parameters:	Consolidation Group Company Name Reporting Start Date
	Reporting End Date



### **Excel Addin V Spreadsheet Live**

Predecessor to Spreadsheet Live was Dataflow's Excel Addin released a number of years ago and if you are currently using this product the corresponding functions are listed in the table below.

Any reports designed using Excel Addin, will still function in Spreadsheet Live, however, the first time that the reports is used the following procedure has to be made in order for the report designed in Excel Addin to be compatible with the Spreadsheet Live.

### **Global Replace**

It's a case of using the find and replace option within excel, highlighting the section below, copying it into the 'find what' section, changing the 'within' to workbook and clicking 'replace all' (leaving the 'replace with' section blank)

🗙 🖌 f 📔 =- C:\Program Files (x86)\Dataflow\Dataflow Excel Addin\DF32XL2L.xla'!CCPeriodActual(,A\$2,A\$3,B13,,,,,,,,A\$12)

### 'C:\Program Files\Dataflow\Dataflow Excel Addin\DF32XL2L.xla'!

	•	~		~	0,100
Find and Re	place				? ×
Fin <u>d</u>	Re <u>p</u> lace				
Fi <u>n</u> d what	Dataflo	w∖Dataflov	v Excel 🗸	No Format Set	For <u>m</u> at 👻
R <u>e</u> place wi	ith:		$\sim$	No Format Set	For <u>m</u> at +
Within:       Workbook       Imatch case         Search:       By Rows       Imatch entire cell contents					
Look in:	Formulas	$\sim$			Op <u>t</u> ions < <
Replace	<u>A</u> ll <u>R</u> ep	olace	F <u>i</u> nd All	<u>F</u> ind Next	Close

Spreadsheet Live	Dataflow Excel Addin	
Functions	Functions	
NLActualOrBudget	NOMActualOrBudget	
NLBudgetPeriodActual	NOMBudgetPeriod	
NLBudgetPeriodBalance	NOMBudgetToDate	
NLBudgetYear	NOMBudgetYear	
NLCostCentreActualOrBudget	CCActualOrBudget	



NLCostCentreBudgetPeriodActual	CCBudgetPeriod
NLCostCentreBudgetPeriodBalance	CCBudgetToDate
NLCostCentreBudgetYear	CCBudgetYear
NLCostCentreCurrentBalance	CCCurrentBal
NLCostCentreCurrentPeriodBalance	**New Function**
NLCostCentrePeriodActual	CCPeriodActual
NLCostCentrePeriodBalance	CCPeriodCloseBal
NLCostCentrePeriodForward	CCPeriodFwdBal
NLCostCentrePeriodOpening	CCPeriodOpenBal
NLCostCentreYearForecast	CCYearForecast
NLCurrentBalance	NOMCurrentBal
NLCurrentPeriodBalance	**New Function**
NLPeriodActual	NOMPeriodActual
NLPeriodBalance	NOMPeriodCloseBal
NLPeriodForward	NOMPeriodFwdBal
NLPeriodOpening	NOMPeriodOpenBal
NLPLActualOrBudget	NOMPLActualOrBudget
NLPLBudgetPeriodActual	NOMPLBudgetPeriod
NLPLBudgetPeriodBalance	NOMPLBudgetToDate
NLPLBudgetYear	NOMPLBudgetYear
NLPLCostCentreActualOrBudget	PLCCActualOrBudget
NLPLCostCentreBudgetPeriodActual	PLCCBudgetPeriod
NLPLCostCentreBudgetPeriodBalance	PLCCBudgetToDate
NLPLCostCentreBudgetYear	PLCCBudgetYear
NLPLCostCentreCurrentBalance	PLCCCurrentBal
NLPLCostCentreCurrentPeriodBalanc	**New Function**
NLPLCostCentrePeriodActual	PLCCPeriodActual
NLPLCostCentrePeriodBalance	PLCCPeriodCloseBal
NLPLCostCentrePeriodForward	PLCCPeriodFwdBal
NLPLCostCentrePeriodOpening	PLCCPeriodOpenBal
NLPLCostCentreYearForecast	PLCCYearForecast
NLPLCurrentBalance	PLNOMCurrentBal
NLPLCurrentPeriodBalance	**New Function**
NLPLPeriodActual	PLNOMPeriodActual
NLPLPeriodBalance	PLNOMPeriodCloseBal
NLPLPeriodForward	PLNOMPeriodFwdBal
NLPLPeriodOpening	PLNOMPeriodOpenBal
NLPLYearForecast	NOMPLYearForecast
NLYearForecast	NOMYearForecast
SLAnalysisQuantity	**New Function**
SLAnalysisTopAccountQuantities	**New Function**
SLAnalysisTopAccountValues	**New Function**



SLAnalysisTopProductQuantities	**New Function**
SLAnalysisTopProductValues	**New Function**
SLAnalysisValues	**New Function**
AverageNumberOfDaysForPayment	**New Function**
InvoicesPaidBetween31And60Days	**New Function**
InvoicesPaidIn60DaysOrMore	**New Function**
Invoices Paid Within 30 Days	**New Function**
$Invoices With {\sf Payment} {\sf Period} {\sf Exceeding} {\sf Agreed} {\sf Terms}$	**New Function**
Total Number Of Invoices Paid	**New Function**

 ${\sf NLCostCentrePeriodActualCurrencyBase}$ 

 ${\tt NLCostCentrePeriodActualCurrency}$ 

NLPeriodActualCurrency

 ${\it NLPeriod} Actual Currency Base$ 



## Spreadsheet Toolbar option pop-ups

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