

# Active Planner

Proactively manage your business with powerful planning and analysis capabilities.

In today's dynamic and competitive business environment, you need a strategic planning solution with the flexibility to react quickly to change. You also need to manage the complexity of organization-wide budget development, so you can spend more time analyzing trends and improving performance.

- With Active Planner, a key component of the Epicor Enterprise Business Intelligence Suite, you can gain control over the entire budgeting process. Active Planner encourages enterprise-wide collaboration, incorporates information sources, and utilizes advanced modeling and data visualization tools.
- Active Planner links bottom-up and top-down planning activities to organizational performance.

## Integrated Budget Plan Sheets

Epicor Active Planner uses integrated budget plan sheets to create and manage each piece of the enterprise budget. Plan sheets have the familiar look of spreadsheets for ease of use, but they also offer powerful budgeting functionality. In addition to typical spreadsheet functions, the plan sheet can calculate the number of days in the fiscal period and the number of periods in the year. They can also be accessed seamlessly via the Internet by a Web browser. Tight integration to Epicor Enterprise solutions provides instant mapping to General Ledger accounts and periods.

	Account Number	Description	Notes	Plan 1/31/2004 (P)	Prior Actual 1/31/2003 (Q)	Variance	Plan 2/29/2004 (S)	Prior Actual 2/28/2003 (T)	Variance	Plan 3/31/20 (V)
1	6000-000-100-00	Regular Salaries	Notes...	60,903	47,949	12,954	60,903	48,793	12,110	60,
2	6010-000-100-00	Hourly Salaries	Notes...	33,333	0	33,333	0	0	0	
3	6020-000-100-00	Overtime	Notes...	44,444	0	44,444	0	0	0	
4	6070-000-100-00	Sales Commissions	Notes...	5,554,545	0	5,554,545	0	0	0	
5	6100-000-100-00	Payroll Tax Expense	Notes...	711,653	2,800	708,854	7,613	2,928	4,685	7,
6	6150-000-100-00	Workers Comp	Notes...	142,331	6,377	135,953	1,523	0	1,523	1,
7	6200-000-100-00	Health Insurance	Notes...	142,331	39,217	103,114	1,523	40,679	-39,156	1,
8	6250-000-100-00	Auto Allowance	Notes...	22,000	0	22,000	22,000	0	22,000	22,
9	7210-000-100-00	Telephone	Notes...	572	556	17	677	657	20	
10	8010-000-100-00	Dues & Subscriptions	Notes...	99,999	0	99,999	0	0	0	27,
11	8020-000-100-00	Contributions	Notes...	0	0	0	0	0	0	
12	8030-000-100-00	Postage	Notes...	1,368	1,328	40	1,337	1,298	39	1,
13	8100-000-100-00	Office Supplies	Notes...	145	141	4	140	136	4	
14	8200-000-100-00	Travel-Hotel	Notes...	41	40	1	55	54	2	
15	8250-000-100-00	Travel-Transportation	Notes...	56	54	2	76	74	2	
16	8300-000-100-00	Travel-Meals	Notes...	13	13	0	17	16	0	
17	8350-000-100-00	Travel-Auto	Notes...	25	24	1	31	30	1	
18	8400-000-100-00	Travel-Other	Notes...	10	10	0	13	13	0	
19	8500-000-100-00	Entertainment	Notes...	24	23	1	30	29	1	
20		Controllable Costs	Notes...	6,813,791	98,590	6,715,261	95,928	94,707	1,231	123,
21	8910-000-100-00	Allocated Facility	Notes...	34,764	346	34,418	32,742	362	32,381	32,
22	8920-000-100-00	Allocated Marketing	Notes...	0	0	0	0	0	0	

Active Planner enables collaborative enterprise-wide budgeting and strategic planning. The enterprise hierarchy and worksheet-style plan sheets are familiar metaphors for bottom-up and top-down planning.

## Flexible Calculations and Seamless Data Integration

Active Planner provides a powerful formula engine to quickly construct virtually any budget calculation. Unlimited formula lines, which can link to account and range balances, fixed amounts, external database queries or other plan sheet values, provide unparalleled power and flexibility. Active Planner formulas can access information from any OLE DB or ODBC-compliant database, so you never have to import or re-key information. Combinations of databases can also be used within a single formula. For example, payroll rates from a human resource system can be combined with anticipated head counts from a Microsoft® Excel spreadsheet. Variables can also be passed into formulas to easily reuse a single formula for multiple accounts, products or periods.

## Powerful Analytical Capabilities

Through Active Planner's integration with your transactional systems, you get real-time budget variance analysis with the click of a button. For example, a calculation based on anticipated unit sales can be updated any time to show actual sales, and you can analyze both price and unit variance for more informed decision making. Active Planner also offers a number of features for "what if" analysis. One-time calculations allow you to analyze different scenarios within a single plan sheet, and multiple revisions let you analyze changes affecting the whole plan. In addition, with the ease of drag-and-drop, you can reorganize your overall "plan tree" to analyze the anticipated effects of reorganization or expansion.

## Automate Distributed Budget Management

With Active Planner, plan sheet control allows you to roll up or consolidate budget information, or push down strategic targets or common global values. You can perform operations on all or sections of the plan, such as locking, changing status or adding a new revision. And you can drag-and-drop sections to change the consolidation hierarchy. Powerful management features let you automatically update plan values, push them down through the plan, recalculate them, and roll them up to reflect the changes at all levels.

## Pro-Forma Financial Statements and Analysis

You can use Active Planner plan sheets for analysis and report preparation. For example, you can create a pro-forma financial statement that retrieves the actual results from your Epicor General Ledger for closed periods. The statement uses planned results and plan sheet formulas to project unclosed periods to arrive at an annualized forecast. Active Planner plan sheets further lend themselves to advanced financial analysis of items, including cash flow and ratio review. With real-time integration to other Epicor applications, you can produce detailed, meaningful pro-forma cash flows on a weekly or even daily basis.

## Maximize Insight with OLAP Analysis

Active Planner comes complete with multidimensional analysis tools that leverage Microsoft® SQL Server online analytical processing (OLAP) services to provide sophisticated information visualization. With Active Planner, you can analyze data that is organized according to hierarchical business dimensions. Data is published automatically from plan sheets to OLAP cubes, facilitating iterative slice-and-dice analysis to illustrate patterns and highlight trends and exceptions.

## Take Control of Your Budgeting and Planning Today

For more information on how Epicor Active Planner can help you manage your budgets and targets more effectively, contact your authorized Epicor Partner, or call Epicor at 800-997-7528 (U.S. and Canada) or 949-585- 3700 (international).

## DETAILED FEATURES

## PLAN MANAGER

- Automates the distributed budget development process
- Windows® Explorer look and feel to control all budget plan sheets, including external spreadsheets
- Distribute new values, recalculate plan sheets, and consolidate updated values up and down the plan tree, all in a single process
- Save the recalculated plan as a new revision
- Drag-and-drop plan sheets to change their position in the budget hierarchy
- Create, maintain properties, delete and print any plan sheet or a group of plan sheets
- Lock any plan sheet or a tree of plan sheets to prevent further changes
- Subsheet Manager provides the same features restricted to subsets of the overall plan

## INTEGRATED BUDGET PLAN SHEETS

- Easily create and manage each piece of the budget
- Minimize setup time and training
- Standard spreadsheet formatting and conventions, plus several budget-specific functions
- Link to other plan sheets and commercial spreadsheets
- Tightly integrated to Epicor Enterprise General Ledger
- Automatically update balances on demand

- Clone budgets for different departments or fiscal periods
- Web View plan sheet entry provides anytime, anywhere budget access and update through a browser

## ENTERPRISE DATA ACCESS

- Integrated with Epicor line-of-business applications
- Incorporate any OLE DB or ODBC-compliant data source into your budget
- Include multiple data sources in a single budget formula calculation
- Reliable and up-to-date information with no re-keying of data

## FORMULAS

- Easily construct complex budget calculation using any combination of accounts, ranges, constants, database queries and other plan sheet values
- Unlimited lines per formula using operands like add, subtract, multiply and divide
- Pass variables into formulas for period-end dates, account numbers, and account segments
- Reuse calculations for multiple accounts, decision drivers, and periods
- Preview calculation results at any time

## SPREADING TECHNIQUES

- Automate complex spreading calculations with a few mouse clicks
- Perform calculations on a period-by-period basis
- Calculate annual targets and spread back to individual periods
- Spread evenly or by weighted ratios based on historical data or other criteria
- Apportion the calculated result based on all periods or a selected subset of periods

## PLAN SHEET LINKS

- Consolidate plans with dissimilar formats
- Push down strategic target or global values to subsidiary plan sheets
- Roll up or consolidate values from multiple plan sheets or commercial spreadsheets
- Plan sheets can be both parents and children, to push and pull values from other plan sheets

## ANALYTIC CAPABILITIES

- Retrieve actual results from other Epicor applications at any time
- Project unclosed periods to arrive at an annualized budget
- Detailed, driver-based, budget-to-actual variance analysis
- Pro-forma financial statements and cash flows incorporating posted and unposted data from operational modules

- Ratio analysis, assumptions, flash reporting, what-if analysis

## SUPPORT FOR BEST PRACTICES

- Top-down, bottom-up and hybrid budgeting, with automated distribution and consolidation
- New-looks and rolling quarter budgeting, updating values and changing periods instantly
- Activity-based and zero-based budgeting, using business drivers from throughout the enterprise
- Incorporate many different models into one unified strategic plan

## INTERACTIVE MULTIDIMENSIONAL ANALYSIS

- Explore the makeup of multidimensional variables and their relationships
- Use sophisticated OLAP tools for graphical visualization of budgeting, planning, and historical data organized by the business hierarchy
- Combine and publish plan sheets out to Microsoft Excel PivotTables® or as HTML to the Web
- Powerful write-back feature to either cube or plan sheets for modeling



5 Hill Street, PO Box 65 • Kitchener, ON, Canada • N2G 3X4  
(O) 519-885-2040 • (F) 519-885-5674 • (TF) 866-565-3797



Worldwide Headquarters 18200 Von Karman Avenue, Suite 1000, Irvine, California 92612 USA  
Phone: (949) 585-3700 Fax: (949) 585-4419 Visit our Web site at [www.epicor.com](http://www.epicor.com)

