



# Sage BusinessWorks Accounting

## F9 Financial Report Writer by Infor®

F9 is the leading general ledger-based financial reporting application that can help your company achieve significant gains in productivity. The software automatically delivers data from your Sage BusinessWorks General Ledger module to your favorite spreadsheet program. You'll save valuable time by eliminating the rekeying of data into your spreadsheet. And, by putting your existing spreadsheet knowledge to use, you can create presentation-quality reports that give you a clear picture of the financial state of your company.

The benefit of F9 is simple—you only have to create a report once, and you can update it as often as you like with data from your general ledger. Since you no longer have to rekey data into your spreadsheet, you can create reports in a fraction of the time it would otherwise take. Also, because F9 uses your spreadsheet as its reporting environment, experienced spreadsheet users require very little training to create customized financial reports. F9 even includes a number of Wizards to help new users get started.

Additionally, you can easily perform “what if” analyses to determine the effect of business decisions on your company's financial status by using up-to-the-minute information from your General Ledger module. This allows you to make well-informed decisions that can help ensure the financial success and profit growth of your company.

The screenshot displays an Excel spreadsheet with the following data:

		Current Month		Year to Date	
		Actual	% of Sales	YTD Actual	% of Sales
<b>Revenue</b>					
<b>Sales</b>					
21	Sales		0.00%		0.00%
22	Bicycle Sales	37,624	100.00%	57,789	100.00%
24	Sales Returns & Allowances		0.00%		0.00%
25	Sales Discounts	(734)	-1.95%	(1,527)	-1.95%
26	<b>Net Sales</b>	<b>37,634</b>	<b>100.00%</b>	<b>57,789</b>	<b>100.00%</b>
<b>Cost of Goods Sold</b>					
28	Cost of Goods Sold		0.00%		0.00%
29	F9 (Exp. for 60) (non-working accounts found -)		0.00%		0.00%
30	Cost of Goods Sold, Service		0.00%		0.00%
32	<b>Total Cost of Goods Sold</b>		<b>0.00%</b>		<b>0.00%</b>
34	<b>Gross Profit</b>	<b>37,634</b>	<b>100.00%</b>	<b>57,789</b>	<b>100.00%</b>
<b>Expenses</b>					
<b>Operating Expenses</b>					
38	Cost of Goods Sold		0.00%		0.00%
40	COGS, Bicycle, Domestic	16,892	28.41%	14,871	25.27%
41	COGS, Bicycle, Foreign		0.00%	2,304	3.98%
42	Cost of Goods Sold, Bicycle		0.00%		0.00%
44	Cost of Goods Sold, Service		0.00%		0.00%
46	COGS, Service, Inside		0.00%		0.00%
48	COGS, Service, Outside	426	1.13%	426	0.74%
49	Cost of Goods Sold, Service		0.00%		0.00%
50	Inventory Adjustments	27	0.07%	27	0.05%
51	Purchasers Discounts	(44)	-0.12%	(248)	-0.43%
52	Freight	(58)	-0.15%	(74)	-0.13%
53	Freight	(70)	-0.19%	(74)	-0.13%
54	Employee Expenses		0.00%		0.00%
55	Payroll Expense, Sales	31,529	83.76%	68,562	118.84%
56	Payroll Tax Expense, Sales	3,007	7.99%	7,820	13.53%
57	Amortization Compensation, Sales	106	0.28%	106	0.19%

Use the power of F9 and Microsoft® Excel® to make the right financial decisions for your company.



## Features

- Enhances the presentation of your data by allowing you to take advantage of the graphics, text, and add-in capabilities of Excel.
- Provides optimum flexibility by allowing you to create financial reports that span any period, even one-week or one-day reports if desired.
- Loads all or part of your chart of accounts into memory. This dramatically decreases recalculation times and increases the overall efficiency of your workgroup.
- Provides access to general ledger data from any number of companies simultaneously. This simplifies consolidation across departments, divisions, or companies and can boost your productivity.
- Locates the origin of any number in your spreadsheet by drilling down all the way to an individual transaction. For example, a total revenue figure can be sliced into revenue by department, by product, or by location, and that information can be pasted into your spreadsheet to augment your report.
- With the click of a button, the Analyze feature in F9 scans the entire spreadsheet, helping you to troubleshoot your report by identifying missing or duplicate accounts.

**“The ultimate in financial reporting flexibility.”**

Peter Bowes, Accounting Manager  
Leisure Care Retirement Communities

- Guides you through report creation step by step. You can create a complete financial report with all F9 functions, formulas, and cell references intact in a matter of seconds with the Report Wizard.
- Provides flexible turnkey options.
- Enables a mechanism for passing budgets back and forth between your general ledger and spreadsheet, saving you valuable time and eliminating entry errors.
- Easily creates and edits budgets, saving you hours throughout the year.
- Allows you to create dialog boxes, menus, and buttons. You can use them to access and maintain your accounting numbers easily. This provides much of the functionality you'd find in an executive information system and can help you make more informed, profit-boosting decisions.

**“For our clients who use consolidated statements and budgets, F9 is indispensable.”**

Roy J. Gowler, President  
ACCVantage, Inc.

- Enhances productivity by significantly simplifying the creation of reports with a general ledger Function Wizard. The appropriate numbers of cells are automatically inserted in the spreadsheet to build an F9 report. The general ledger formula contains the cell references required to complete the report.
- Provides extensive formula functionality with Financial Entities. General ledger account numbers may be specified, using either the segment value or its description, as they appear in the chart of accounts. You can also define your own F9 Financial Entities.
- Offers powerful Account Inquiry capabilities, giving you the knowledge you need to boost sales productivity. Just launch F9, select the account(s) from which you want a balance, and click Get Balance. With Account Inquiry, you can obtain account balances from your general ledger without using your spreadsheet. This makes queries fast and easy.
- Takes the settings from the previous Account Inquiry Get Balance request and pastes a formatted general ledger function on the active sheet, saving you time.
- Easily create HTML documents using F9.
- Allows quick summaries of large amounts of general ledger data with F9 and the Microsoft Excel Pivot tables. This feature allows you to rotate rows and columns, filter data to display on different pages, or display the details for areas of interest.

**“I'm extremely excited to have found a product at last which will combine data integrity with polished presentation to management.”**

Peter Bowes, Accounting Manager  
Leisure Care Retirement Communities