

SOLUTIONS**360**
business.managed

MASTER CLASS



One Dashboard Series: One Dashboard II – v24.01

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MAR 26, 2025

Target Audience and Prerequisites

Target Audience:

- Management Professionals – Executive, Sales, Operations, Project Management, Procurement, Service, and Accounting roles driving effective and profitable business functions
- Q360 Users – Anyone seeking a deeper understanding of the core components within the One Dashboard

Prerequisites / Optional Related MasterClasses:

- One Dashboard I v24.01 (February 19, 2025)
- Key Reports I – for Executives (Sept 14, 2022)
- WBS I (Feb 9, 2022), WBS II (March 16, 2022) and WBS III (April 13, 2022)
- Sales within Q360, PM within Q360 and Service within Q360 training (reach out to your CSM)



Learning Objectives

By the end of this session, you will be able to:

- Understand the Cash Flow Forecast of the One Dashboard - AR / AP, Fixed Costs (flagged), Project and Service Contract Invoice Forecasts, and Project Material Costs
- Discern the quality of your company data within each of these areas
- Identify and use common remedies when encountering lack of data quality
- Have confidence in your One Dashboard based on the quality data from your underlying reports



Agenda

1. Introduction
2. Cash Flow Forecast Detail / Summary
 - a) Bank
 - b) AR Current / Estimated
 - c) UnInvoiced Project
 - d) UnInvoiced Service Contract
 - e) Project Costs
 - f) Aged Ap Quick View
 - g) Overhead
 - h) Opportunity Revenue and Cost
3. Representative One Dashboards
4. Summary
5. Q & A
6. Wrap-Up & References



1. Introduction

The One Dashboard consists of two key sections:

1. Break Even Forecast Dashboard – provides a forecast of Revenue, Costs, and Net Profit
2. Cash Flow Forecast – reflects Accounts Payable (AP), Accounts Receivable (AR), and Fixed Expenses



1. Introduction

Exploring Key Reports in the Cash Forecast Dashboard:

- Purpose – forecast inflows and outflows of cash to support financial planning
- Prerequisites – the essential data needed for accurate cash forecasting
- Representative Displays – visual examples of report data
- Common Challenges & Remedies – how to resolve data quality issues



Poll #1:

What challenges prevent your organization from effectively using the Cash Flow Forecast section of the One Dashboard? (*Select all that apply*)

- a) Lack of Awareness – we're not familiar with it
- b) Understanding Gaps – we're unclear on the associated data prerequisites
- c) Data Quality Issues – our data tends to be incorrect or incomplete
- d) Effort vs. Value – the setup & maintenance efforts outweigh the benefits
- e) Limited Adoption – we don't see or fully understand its value
- f) No Challenges – we use it and find it valuable

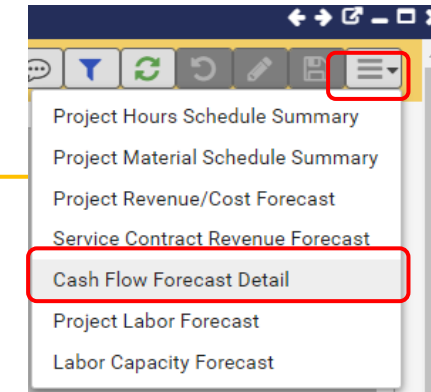
2. Cash Flow Forecast Detail

Purpose

- Forecasts cash flow by analyzing transactions, Invoices, and Project details
- Identifies receivables, payables, and cash movements to support financial planning and decision-making

Sections

- Bank
- AR Current / Estimated
- UnInvoiced Project
- Project Costs
- UnInvoiced Service Contract
- AP
- Overhead
- Note: Additional section "AR w/Overdue" will appear if there are Invoices overdue and the User has entered Period to collect >0 on Filters tab



LIVE DATA: Cash Flow Forecast Detail

Cash Flow Forecast Detail												
#	.	Entity No.	Branch	Type	Cust/Vend No.	Title	Currency Type	Overdue Amount	Mar/2025	Apr/2025	May/2025	Jun/2025
Bank (1)									\$12,344,913.04	\$10,429,138.07	\$9,538,600.33	\$8,638,621.93
AR Current/Estimated (88)									\$35,530.30	\$45,049.98	\$35,530.30	\$35,530.30
UnInvoiced Project (20)									\$555,096.68	\$351,834.09	\$358,222.28	\$161,028.77
Project Costs (5)									\$-66,427.94	\$-6,759.56	\$0.00	\$0.00
1	Q	01	ALBANY	Project Cos...	ASS001	ABC Security	USD	\$0.00	\$-727.08	\$-2,745.50	\$0.00	\$0.00
	Q	01	ALBANY	Project Cos...	BSI001	Belings Stationary Inc.	USD	\$0.00	\$-44,781.86	\$-829.06	\$0.00	\$0.00
	Q	01	ALBANY	Project Cos...	EDL001	EDS Distribution LLC	USD	\$0.00	\$-6,322.28	\$-3,185.00	\$0.00	\$0.00
	Q	01	ALBANY	Project Cos...	UPC001	United Power Company	USD	\$0.00	\$-12,179.40	\$0.00	\$0.00	\$0.00
	Q	01	ALBANY	Project Cos...	VDR001	Maintech c/o Volt Delta ...	USD	\$0.00	\$-2,417.32	\$0.00	\$0.00	\$0.00
UnInvoiced Serv Cont (20)									\$54,743.94	\$71,766.56	\$58,697.83	\$61,834.44
AP (40)									\$-1,142,289.14	\$0.00	\$0.00	\$0.00
135	Q	01	ALBANY	AP	123164480	Progressive Insurance	USD	\$0.00	\$-821.12	\$0.00	\$0.00	\$0.00
136	Q	01	ALBANY	AP	ACR001	Avis Car Rental	USD	\$0.00	\$-6,392.61	\$0.00	\$0.00	\$0.00
137	Q	01	ALBANY	AP	AMX001	AMX by Harman	USD	\$0.00	\$-3,873.27	\$0.00	\$0.00	\$0.00
138	Q	01	ALBANY	AP	APS001	ADP Payroll Service	USD	\$0.00	\$-1,095.19	\$0.00	\$0.00	\$0.00
139	Q	01	ALBANY	AP	BIS001	BIAMP Systems	USD	\$0.00	\$-1,562.97	\$0.00	\$0.00	\$0.00
140	Q	01	ALBANY	AP	BTS001	Bannerman Security Dist...	USD	\$0.00	\$-4,387.88	\$0.00	\$0.00	\$0.00
141	Q	01	ALBANY	AP	COM001	comCables	USD	\$0.00	\$-82,356.01	\$0.00	\$0.00	\$0.00
142	Q	01	ALBANY	AP	CPI001	Chatsworth Promotions L...	USD	\$0.00	\$-2,737.03	\$0.00	\$0.00	\$0.00
143	Q	01	ALBANY	AP	CRE001	Crestron Electronics, Inc.	USD	\$0.00	\$-47,327.30	\$0.00	\$0.00	\$0.00
144	Q	01	ALBANY	AP	DAG001	Da-Lite Global	USD	\$0.00	\$-7,812.43	\$0.00	\$0.00	\$0.00
145	Q	01	ALBANY	AP	DEI001	Dell Inc.	USD	\$0.00	\$-10,843.44	\$0.00	\$0.00	\$0.00
146	Q	01	ALBANY	AP	FEE001	Federal Express	USD	\$0.00	\$-963.37	\$0.00	\$0.00	\$0.00
147	Q	01	ALBANY	AP	FSS001	Freeman Show Services	USD	\$0.00	\$-631.17	\$0.00	\$0.00	\$0.00
148	Q	01	ALBANY	AP	GAF001	GreatAmerica Finance	USD	\$0.00	\$-6,019.77	\$0.00	\$0.00	\$0.00
149	Q	01	ALBANY	AP	GRI001	Grainger, Inc.	USD	\$0.00	\$-118,797.47	\$0.00	\$0.00	\$0.00
									\$10,429,138.07	\$9,538,600.33	\$8,638,621.93	\$7,544,586.63
1 to 175 of 175												

2a. Bank

Purpose

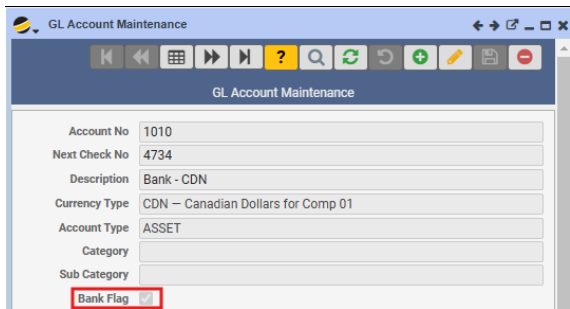
- Displays current and expected (future) cash position based on projected Cash Receipts and Voucher payments
- Helps manage liquidity by providing visibility into the timing and amount of cash expected from customer payments and outgoing expenses, i.e. vendor payments, payroll etc.
- Allows businesses to anticipate cash shortages or surpluses, adjust payment or collection strategies, and make informed financial decisions to maintain a stable cash position

#	Entity No.	Branch	Type	Cust/Vend No.	Title	Currency Type	Overdue Amount	Mar/2025	Apr/2025	May/2025	Jun/2025	Jul/2025	Aug/2025	Sep/2025	Oct/2025
1	ALL	ALL	Bank	ALL	Beginning Bank Balance	ALL	\$0.00	\$12,344,913.04	\$5,141,351.66	\$7,892,354.92	\$9,409,442.71	\$10,404,470.05	\$10,831,427.31	\$10,771,812.56	\$12,512,327.26
								\$591,238.84	\$645,935.89	\$588,370.72	\$588,370.72	\$588,370.72	\$703,362.84	\$2,761,789.30	\$588,370.72
								\$3,041,099.75	\$3,344,366.58	\$1,910,207.20	\$1,599,679.19	\$1,018,625.05	\$325,759.73	\$171,362.97	\$0.00
								\$-320,001.02	\$-69,418.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
								\$150,907.74	\$182,548.30	\$414,889.54	\$159,406.24	\$172,390.30	\$263,691.49	\$159,791.24	\$244,768.30
								\$-9,314,377.88	\$0.00	\$-43,950.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
								\$-1,352,428.81	\$-1,352,428.81	\$-1,352,428.81	\$-1,352,428.81	\$-1,352,428.81	\$-1,352,428.81	\$-1,352,428.81	\$-1,352,428.81

2a. Bank

Challenges	Remedies
GL Accounts not Flagged with Bank Flag	Ensure that GL accounts used for bank balances are properly flagged with the "Bank" setting
Bank Balance Discrepancies	Complete bank reconciliations each month and resolve any discrepancies promptly to ensure accuracy

Bank Flag



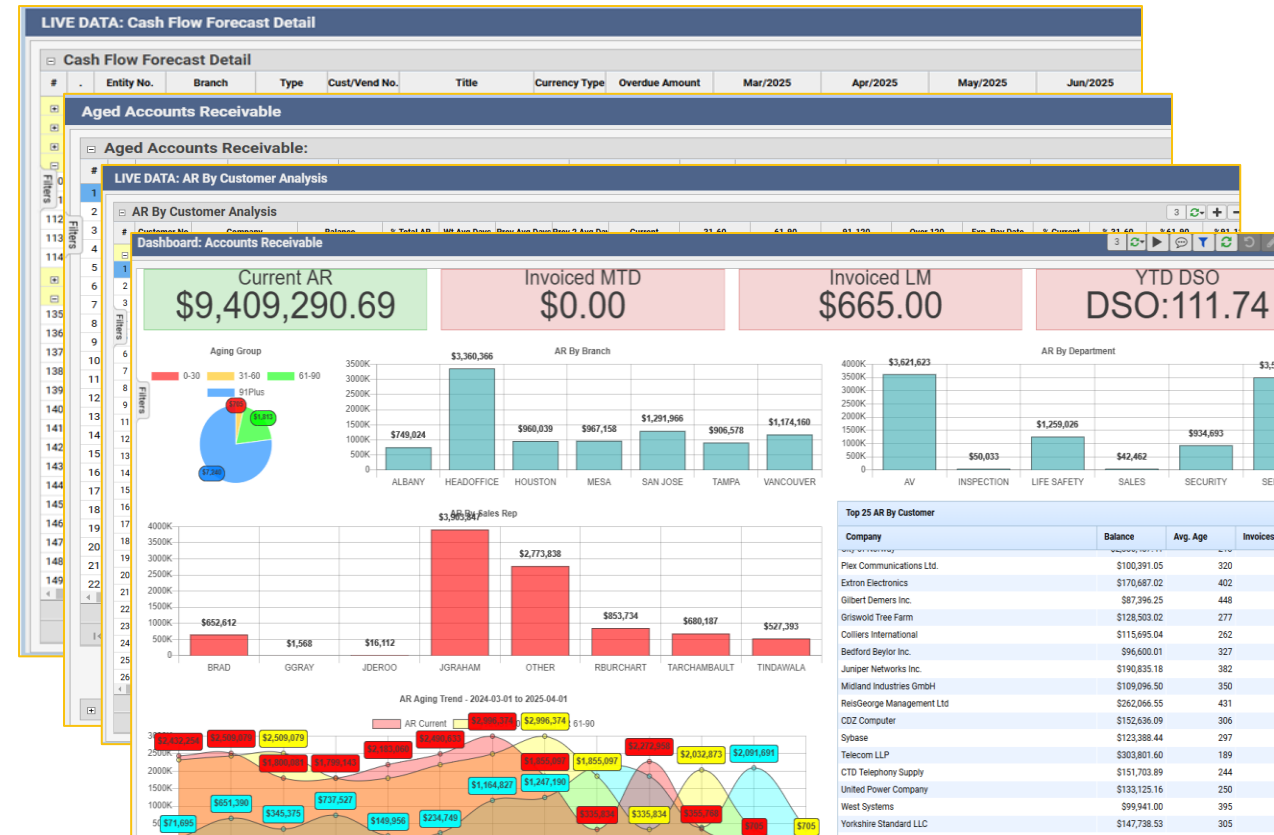
Bank Reconciliation



2b. AR Current / Estimated

Purpose

- Provides a snapshot of outstanding Accounts Receivable (AR) categorized by aging periods (current, 30, 60, 90+ days)
- Allows User to quickly assess overdue Invoices, identify potential Cash Flow risks, and prioritize collection efforts. Essential for managing receivables efficiently and ensuring steady cash flow
- Collections Queue, AR Report, AR by Customer Analysis
- Ensure Overdue column is assessed



2b. AR Current / Estimated

Prerequisites

Invoice Creation / Processing



Collection Process



Posting & Delivering Invoices



Update Expected Pay Dates



2b. AR Current / Estimated

Example

Dashboard: One Dashboard

Break Even Forecast

Company:

of Forecast Periods:

of Previous Periods:

Fixed Periods To Avg:

Variable Revenue Adj %:

Fixed Cost Adj %:

Base Currency:

Time Units:

Include Opps:

Min Probability:

Cash Flow Forecast Summary

Incl. Proj. Invoices: ☒

Incl. Proj. Cost: ☒

Incl. S.C. Invoices: ☒

Age By:

Periods to Collect:

Run

Default

Aged Accounts Receivable

Aged Accounts Receivable: undefined

ate	InvoiceNo	Customer	Order No.	Days	Balance	Call No.	Proj No.	Project Title	Due Date	Expected Pay Date
2-28	47908	Dynamic Systems Inc.	226498	860	\$525.32	534962			2022-10-28	
2-28	47938	Dynamic Systems Inc.	226528	860	\$582.79	534992			2022-10-28	
2-30	47940	EDS Distribution LLC	226530	827	\$922.69	534994			2022-11-30	
2-30	47941	Dynamic Systems Inc.	226531	827	\$2,542.96	534995			2022-11-30	
2-30	47969	Dynamic Systems Inc.	226560	797	\$1,066.80	535024			2022-12-30	
2-30	47974	CTD Telephony Supply	226565	797	\$9,101.20	535029			2022-12-30	
1-31	47983	Quebecor Merrill Canada Inc.	226575	765	\$1,380.30	535039			2023-01-31	
1-31	47994	Daemark Inc.	226586	765	\$376.03	535050			2023-01-31	
1-31	47999	Dynamic Systems Inc.	226591	765	\$872.10	535055			2023-01-31	
1-31	48003	McMillian Properties	226595	765	\$565.11	535059			2023-01-31	
1-31	48012	Gravenhurst Company	226604	765	\$2,045.80	535068			2023-01-31	
1-31	48016	Daemark Inc.	226608	765	\$1,175.04	535072			2023-01-31	
1-31	48027	Relocation Specialty Inc.	226619	765	\$1,158.98	535083			2023-01-31	
2-28	48040	EDS Distribution LLC	226632	737	\$828.90	535096			2023-02-28	
2-28	48041	Relocation Specialty Inc.	226633	737	\$810.88	535097			2023-02-28	
2-28	48042	CTD Telephony Supply	226634	737	\$682.85	535098			2023-02-28	
2-30	48050	McMillian Properties	226643	523	\$973.08	535107			2023-09-30	
2-30	48053	Gravenhurst Company	226646	523	\$9,977.61	535110			2023-09-30	
2-30	48055	EDS Distribution LLC	226648	523	\$495.90	535112			2023-09-30	
2-30	48080	Quebecor Merrill Canada Inc.	226674	523	\$691.66	535138			2023-09-30	
2-30	48090	Daemark Inc.	226684	523	\$1,424.61	535148			2023-09-30	
2-30	48091	CTD Telephony Supply	226685	523	\$882.65	535149			2023-09-30	

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100 rows per page

Current

\$704.90

31 to 60

\$355,767.86

61 to 90

\$1,813,120.70

91 to 1380

Total

\$9,409,290.69

Type

Status

ALL

Invoice Activity

2b. AR Current / Estimated

Challenges	Remedies
Lack of expected Due Dates in the system	Set expected payment dates for all overdue items to improve cash flow accuracy
Inadequate collection processes	Assign specific personnel to manage collections
No follow-up on overdue Invoices	Implement a structured AR review process such as regular AR meetings
Inaccurate Invoices	Review Invoices for accuracy
Non-standard invoicing process (cadence)	Establish a regular invoice cadence

2c. UnInvoiced Project

Purpose

- Forecasts expected Project Invoices allowing your company to estimate future cash flow and manage working capital more effectively
- Project Invoice Task – tracks Project-based billing. A Project Invoice Task is created when a Project reaches a billable milestone or predefined condition

Dashboard: One Dashboard

Break Even Forecast

Company: *ALL

of Forecast Periods: 6

of Previous Periods: 3

Fixed Periods To Avg: 6

Variable Revenue Adj %: 100

Fixed Cost Adj %: 105

Base Currency: USD

Time Units: Month

Include Opps: NO

Min Probability:

Cash Flow Forecast Summary

Incl. Proj. Invoices: ☒

Incl. Proj. Cost: ☒

Incl. S.C. Invoices: ☒

Age By: Due Date

Periods to Collect: 12

LIVE DATA: Cash Flow Forecast Detail

#	Entity No.	Branch	Type	Cost/Vend No.	Title	Currency Type	Overdue Amount	Mar/2025	Apr/2025	May/2025	Jun/2025	Jul/2025	Aug/2025	Sep/2025	Oct/2025
Bank (1)								\$12,344,913.04	\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29	\$10,832,452.48	\$10,770,316.01	\$12,383,642.0
AR Current/Estimated (609)								\$591,238.84	\$645,935.89	\$588,370.72	\$588,370.72	\$588,370.72	\$703,362.84	\$2,761,789.30	\$588,370.7
UnInvoiced Project (111)								\$4,237,858.57	\$2,384,372.98	\$1,757,376.33	\$1,695,115.58	\$825,401.98	\$323,238.01	\$44,174.35	\$0.0
611	Q	01	ALBANY	UnInvoiced ...	23063	Technology Integrator Inc.	USD	\$0.00	\$47,490.40	\$11,872.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
612	Q	01	MESA	UnInvoiced ...	554623	Agentia Systems Inc.	USD	\$0.00	\$0.00	\$0.00	\$140,459.88	\$35,114.97	\$0.00	\$0.00	\$0.00
613	Q	01	HOUSTON	UnInvoiced ...	554624	Tenza Communications L.	USD	\$0.00	\$37,376.01	\$9,344.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
614	Q	01	HEADOFFICE	UnInvoiced ...	ABC001	Abb Bank Corporation	USD	\$0.00	\$47,871.20	\$11,967.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
615	Q	01	MESA	UnInvoiced ...	ABC001	Abb Bank Corporation	USD	\$0.00	\$47,490.40	\$11,872.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
616	Q	01	VANCOUVER	UnInvoiced ...	ACD001	Infocus Corporation	USD	\$0.00	\$0.00	\$45,773.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
617	Q	01	ALBANY	UnInvoiced ...	ACI001	Acme Construction Inc	USD	\$0.00	\$0.00	\$89,241.83	\$101,773.60	\$25,443.40	\$0.00	\$0.00	\$0.00
618	Q	01	VANCOUVER	UnInvoiced ...	ACI001	Acme Construction Inc	USD	\$0.00	\$0.00	\$38,674.04	\$19,337.02	\$0.00	\$0.00	\$0.00	\$0.00
619	Q	01	TAMPA	UnInvoiced ...	ACI002	Acme Inc	USD	\$0.00	\$0.00	\$53,609.35	\$13,402.34	\$0.00	\$0.00	\$0.00	\$0.00
620	Q	01	TAMPA	UnInvoiced ...	ACM001	Acme Manufacturing	USD	\$0.00	\$25,089.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
621	Q	01	HEADOFFICE	UnInvoiced ...	ACT001	Acme Tool & Die	USD	\$0.00	\$85,078.07	\$0.00	\$0.00	\$85,078.07	\$42,539.04	\$0.00	\$0.00
622	Q	01	ALBANY	UnInvoiced ...	ADG001	AdinComm Tech	USD	\$0.00	\$0.00	\$71,242.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
623	Q	01	MESA	UnInvoiced ...	ADG001	AdinComm Tech	USD	\$0.00	\$0.00	\$23,720.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
624	Q	01	TAMPA	UnInvoiced ...	ADG001	AdinComm Tech	USD	\$0.00	\$0.00	\$0.00	\$46,120.00	\$11,530.00	\$0.00	\$0.00	\$0.00
625	Q	01	VANCOUVER	UnInvoiced ...	ADG001	AdinComm Tech	USD	\$0.00	\$0.00	\$32,073.66	\$0.00	\$0.00	\$32,073.65	\$16,036.83	\$0.00
626	Q	01	TAMPA	UnInvoiced ...	AEL001	AEL-Pj	USD	\$0.00	\$25,017.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
627	Q	01	VANCOUVER	UnInvoiced ...	AEL001	AEL-Pj	USD	\$0.00	\$38,782.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
628	Q	01	ALBANY	UnInvoiced ...	AM001	Cox Communications Lo.	USD	\$0.00	\$0.00	\$53,228.55	\$13,307.14	\$0.00	\$0.00	\$0.00	\$0.00
629	Q	01	TAMPA	UnInvoiced ...	AM001	Cox Communications Lo.	USD	\$0.00	\$63,747.62	\$31,873.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
630	Q	01	TAMPA	UnInvoiced ...	AN001	Anxiter Inc.	USD	\$0.00	\$24,517.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
631	Q	01	VANCOUVER	UnInvoiced ...	AN001	Anxiter Inc.	USD	\$0.00	\$48,061.60	\$12,015.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
632	Q	01	HEADOFFICE	UnInvoiced ...	AS001	John Graham - RMB Em.	USD	\$0.00	\$31,557.08	\$7,889.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
								\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29	\$10,832,452.48	\$10,770,316.01	\$12,383,642.09	\$11,864,352.30

2c. UnInvoiced Project

Challenges	Remedies
Lack of invoicing Tasks in Q360	Create invoicing Tasks even if only estimated
Invoice Tasks are not assigned, or are left in 'DATAENTRY' Status	If multiple billers are involved, assign specific responsibilities (by Project Type, Branch etc.)
Project Managers may not have planned future billing accurately	Forecast invoicing at least 4-6 months out

Project Invoice Tasks



Project Invoice Task Date Maintenance



2d. UnInvoiced Service Contract

Purpose

- Indicates future cash inflows from Service Contracts
- Renewal configuration will be reflected in forecasting

LIVE DATA: Cash Flow Forecast Detail											
Cash Flow Forecast Detail											
#	Entity No.	Branch	Type	Cust/Vend No.	Title	Currency Type	Overdue Amount	Mar/2025	Apr/2025	May/2025	Jun/2025
Bank (1)								\$12,344,913.04	\$6,294,159.62	\$8,100,046.78	\$9,508,254.56
AR Current/Estimated (609)								\$591,238.84	\$645,935.89	\$588,370.72	\$588,370.72
UnInvoiced Project (111)								\$4,237,858.57	\$2,384,372.98	\$1,757,376.33	\$1,695,115.58
Project Costs (19)								\$-320,001.02	\$-54,541.20	\$0.00	\$0.00
UnInvoiced Serv Cont (89)								\$150,907.74	\$182,548.30	\$414,889.54	\$159,406.24
1	Q 01	HEADOFFICE	UnInvoiced ...	1505873	BC Children's Hospital	USD	\$0.00	\$95.00	\$95.00	\$95.00	\$95.00
742	Q 01	ALBANY	UnInvoiced ...	554623	Agentia Systems Inc.	USD	\$0.00	\$65.00	\$65.00	\$65.00	\$65.00
743	Q 01	HEADOFFICE	UnInvoiced ...	554624	Tenza Communications L...	USD	\$0.00	\$0.00	\$65.00	\$0.00	\$0.00
744	Q 01	ALBANY	UnInvoiced ...	ABC001	Abb Bank Corporation	CDN	\$0.00	\$0.00	\$8,796.00	\$0.00	\$0.00
745	Q 01	ALBANY	UnInvoiced ...	ABC001	Abb Bank Corporation	USD	\$0.00	\$0.00	\$75.00	\$75.00	\$75.00
746	Q 01	HEADOFFICE	UnInvoiced ...	ABI001	Able Business Inc.	USD	\$0.00	\$150.00	\$150.00	\$150.00	\$150.00
747	Q 01	HEADOFFICE	UnInvoiced ...	ACD001	InFocus Corporation	USD	\$0.00	\$0.00	\$3,855.00	\$0.00	\$0.00
748	Q 01	HEADOFFICE	UnInvoiced ...	ACI002	Acme Inc	USD	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00
749	Q 01	ALBANY	UnInvoiced ...	ACM001	Acme Manufacturing	USD	\$0.00	\$8,421.36	\$8,421.36	\$8,421.36	\$8,421.36
750	Q 01	ALBANY	UnInvoiced ...	ACM004	Bethany Medical Center	USD	\$0.00	\$400.00	\$350.00	\$0.00	\$400.00
751	Q 01	HEADOFFICE	UnInvoiced ...	ADS001	AdInComm Tech	USD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
752	Q 01	HEADOFFICE	UnInvoiced ...	AEL001	AEL-Prj	USD	\$0.00	\$65.00	\$65.00	\$65.00	\$65.00
753	Q 01	HOUSTON	UnInvoiced ...	AMI001	Cox Communications Lo...	USD	\$0.00	\$110.00	\$110.00	\$110.00	\$110.00
754	Q 01	HEADOFFICE	UnInvoiced ...	ANI001	Anixter Inc.	USD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
755	Q 01	HEADOFFICE	UnInvoiced ...	ASG001	Accelerate Sales Group ...	CDN	\$0.00	\$8,257.00	\$0.00	\$0.00	\$8,257.00
756	Q 01	HEADOFFICE	UnInvoiced ...	ASI002	AV Specialty Inc.	USD	\$0.00	\$65.00	\$65.00	\$65.00	\$65.00
757	Q 01	ALBANY	UnInvoiced ...	ASM001	Ashton Manufacturing	CDN	\$0.00	\$12,094.29	\$12,094.29	\$12,094.29	\$12,094.29
758	Q 01	ALBANY	UnInvoiced ...	ASS001	ABC Security	USD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
759	Q 01	HOUSTON	UnInvoiced ...	AUF001	Austexas Distribution LLC	USD	\$0.00	\$0.00	\$5,346.90	\$0.00	\$0.00
760	Q 01	HEADOFFICE	UnInvoiced ...	BAS001	Baxter Steel	USD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
								\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29
1 to 1117 of 1117											
© 2025 SOLUTIONS360 INC.											

2d. UnInvoiced Service Contract

Example

Dashboard: One Dashboard

Break Even Forecast

Company

of Forecast Periods

of Previous Periods

Fixed Periods To Avg

Variable Revenue Adj %

Fixed Cost Adj %

Base Currency

Time Units

Include Opps

Min Probability

Cash Flow Forecast Summary

Incl. Proj. Invoices ☒

Incl. Proj. Cost ☒

Incl. S.C. Invoices ☒

Age By

Periods to Collect

Run

Default

LIVE DATA: Service Contract Invoicing Projection

LIVE DATA: Service Contract Invoicing Projection

Service Contract Invoicing Projection

#		CUSTOMERNO	COMPANY	CONTRACTNO	BILLFREQ	STARTDATE	ENDDATE	APR 25	MAY 25	JUN 25	JUL 25	AUG 25
22	Q	ABC001	Abb Bank Corporation	200541	QUARTERLY	2025-09-01	2025-11-30	0.00	0.00	0.00	750.00	0.00
23	Q	ABC001	Abb Bank Corporation	200541	QUARTERLY	2025-06-01	2025-08-31	750.00	0.00	0.00	0.00	0.00
24	Q	ABC001	Abb Bank Corporation	200541	QUARTERLY	2025-09-01	2025-11-30	0.00	0.00	0.00	750.00	0.00
25	Q	ABC001	Abb Bank Corporation	200541	QUARTERLY	2025-06-01	2025-08-31	750.00	0.00	0.00	0.00	0.00
25	Q	ABC001	Abb Bank Corporation	200541	QUARTERLY	2025-09-01	2025-11-30	0.00	0.00	0.00	750.00	0.00
27			Total Abb Bank Corporat...					8,871.00	75.00	75.00	8,871.00	0.00
28	Q	ASS001	ABC Security	227559	ANNUAL	2025-09-01	2026-08-31	0.00	0.00	0.00	0.00	750.00
29			Total ABC Security					0.00	0.00	0.00	0.00	750.00
30	Q	ABI001	Able Business Inc.	227574	MONTHLY	2025-04-01	2025-04-30	150.00	0.00	0.00	0.00	0.00
31	Q	ABI001	Able Business Inc.	227574	MONTHLY	2025-05-01	2025-05-31	0.00	150.00	0.00	0.00	0.00
32	Q	ABI001	Able Business Inc.	227574	MONTHLY	2025-06-01	2025-06-30	0.00	0.00	150.00	0.00	0.00
33	Q	ABI001	Able Business Inc.	227574	MONTHLY	2025-07-01	2025-07-31	0.00	0.00	0.00	150.00	0.00
34	Q	ABI001	Able Business Inc.	227574	MONTHLY	2025-08-01	2025-08-31	0.00	0.00	0.00	0.00	150.00
35			Total Able Business Inc.					150.00	150.00	150.00	150.00	150.00
36	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	3,895.00	0.00	0.00
37	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	375.00	0.00	0.00
38	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	275.00	0.00	0.00
39	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	2,587.00	0.00	0.00
40	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	375.00	0.00	0.00
41	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	375.00	0.00	0.00
42	Q	ASG001	Accelerate Sales Group ...	201469	QUARTERLY	2025-07-01	2025-09-30	0.00	0.00	375.00	0.00	0.00
43			Total Accelerate Sales G...					0.00	0.00	8,257.00	0.00	0.00
44	Q	ASG002	Accelerate Sales Group ...	201470	QUARTERLY	2025-06-01	2025-08-31	0.00	0.00	400.00	0.00	0.00

2d. UnInvoiced Service Contract

Challenges	Remedies
Not leveraging Recurring Monthly Revenue opportunities (RMR)	Review all Service Contracts for potential Recurring Revenue and proactively manage renewals
Auto-renewal features not set up, causing inconsistencies	Review all Service Contracts for potential Recurring Revenue and proactively manage renewals

Service Contract Setup

SERVICE CONTRACT

WITNESSES

This Service Contract Agreement (hereinafter referred to as the "Agreement") is entered into on _____, 20____, by and between _____, with an address of _____, hereinafter referred to as the "Service Provider", and an address of _____, hereinafter referred to as the "Client".

TERMS OF SERVICE AND FEE SCHEDULE

During the term of this Agreement, the Service Provider shall have the responsibility to perform and provide the following services (hereinafter referred to as "Services"):

1. _____ Price: _____
2. _____ Price: _____
3. _____ Price: _____
4. _____ Price: _____
5. _____ Price: _____
6. _____ Price: _____
7. _____ Price: _____
8. _____ Price: _____
9. _____ Price: _____
10. _____ Price: _____

The Service fee shall be paid by the Client as follows:
 Amount of payment of the Service fee: _____

TERMS OF AGREEMENT

The Parties agree that the Service fee shall be paid within _____ days after the Client receives the Service.

2e. Project Costs

Purpose

- Shows anticipated Costs related to Equipment, Materials, and Subcontractors, excluding Labor
- Check the Material Request Date - feeds the Project Costs

The screenshot displays a software window titled "LIVE DATA: Cash Flow Forecast Detail". It contains a table with columns for various project details and monthly cash flow forecasts from March 2025 to October 2025. The table is organized into sections: "Bank (1)", "AR Current/Estimated (609)", "UnInvoiced Project (111)", "Project Costs (19)", "UnInvoiced Serv Cont (89)", and "AP (287)". The "Project Costs" section lists 19 items with details like Entity No., Branch, Type, Cust/Vend No., Title, Currency Type, and Overdue Amount, followed by monthly forecasts. The "UnInvoiced Serv Cont" and "AP" sections also show monthly forecasts. The bottom of the window shows a summary row with totals for each month.

#	Entity No.	Branch	Type	Cust/Vend No.	Title	Currency Type	Overdue Amount	Mar/2025	Apr/2025	May/2025	Jun/2025	Jul/2025	Aug/2025	Sep/2025	Oct/2025
Bank (1)								\$12,344,913.04	\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29	\$10,832,452.48	\$10,770,316.01	\$12,383,642.09
AR Current/Estimated (609)								\$591,238.84	\$645,935.89	\$588,370.72	\$588,370.72	\$588,370.72	\$703,362.84	\$2,761,789.30	\$588,370.72
UnInvoiced Project (111)								\$4,237,858.57	\$2,384,372.98	\$1,757,376.33	\$1,695,115.58	\$825,401.98	\$323,238.01	\$44,174.35	\$0.00
Project Costs (19)								\$-320,001.02	\$-54,541.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
723	Q	01	HEADOFFICE	Project Cos...	ACT001	Acme Tool & Die	USD	\$0.00	\$-13,891.67	\$-85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
724	Q	01	VANCOUVER	Project Cos...	ADS001	AdInComm Tech	USD	\$0.00	\$-11,373.21	\$-12.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
724	Q	01	ALBANY	Project Cos...	ASS001	ABC Security	USD	\$0.00	\$-727.08	\$-2,745.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
725	Q	01	TAMPA	Project Cos...	AUF001	Austexas Distribution LLC	USD	\$0.00	\$-70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
726	Q	01	HEADOFFICE	Project Cos...	BCI001	Arlington ISD	USD	\$0.00	\$-21,131.36	\$-10,716.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
727	Q	01	ALBANY	Project Cos...	BSI001	Belings Stationary Inc.	USD	\$0.00	\$-44,781.86	\$-829.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
728	Q	01	TAMPA	Project Cos...	BSI001	Belings Stationary Inc.	USD	\$0.00	\$-10,136.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
729	Q	01	HOUSTON	Project Cos...	CMC001	Chrysler Motor Company	USD	\$0.00	\$-9,589.79	\$-605.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
730	Q	01	SAN JOSE	Project Cos...	COS001	Roemtech Inc.	USD	\$0.00	\$-38,861.17	\$-450.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
731	Q	01	MESA	Project Cos...	COT001	Cosworth Technology	USD	\$0.00	\$-1,332.90	\$-624.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
732	Q	01	ALBANY	Project Cos...	EDL001	EDS Distribution LLC	USD	\$0.00	\$-6,322.28	\$-3,185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
733	Q	01	SAN JOSE	Project Cos...	ESC001	Electronic Systems Com...	USD	\$0.00	\$-54,125.85	\$-1,635.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
734	Q	01	TAMPA	Project Cos...	JMG100860	Relocation Specialty Inc.	USD	\$0.00	\$-4,500.00	\$-990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
735	Q	01	MESA	Project Cos...	JNI001	Juniper Networks Inc.	USD	\$0.00	\$-36,135.58	\$-1,165.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
736	Q	01	SAN JOSE	Project Cos...	MAS001	Lake Systems	USD	\$0.00	\$-14,731.50	\$-31,498.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
737	Q	01	TAMPA	Project Cos...	MAS001	Lake Systems	USD	\$0.00	\$-4,669.06	\$-0.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
738	Q	01	SAN JOSE	Project Cos...	TEL001	Telecom LLP	USD	\$0.00	\$-33,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
739	Q	01	ALBANY	Project Cos...	UPC001	United Power Company	USD	\$0.00	\$-12,179.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
740	Q	01	ALBANY	Project Cos...	VDR001	Maintech c/o Volt Delta ...	USD	\$0.00	\$-2,417.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UnInvoiced Serv Cont (89)								\$150,907.74	\$182,548.30	\$414,889.54	\$159,406.24	\$172,390.30	\$263,691.49	\$159,791.24	\$244,768.30
AP (287)								\$-9,358,328.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
								\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29	\$10,832,452.48	\$10,770,316.01	\$12,383,642.09	\$11,864,352.30

2e. Project Costs

Challenges	Remedies
Missing Request Dates on Costs (Equipment, Materials, Subcontractor)	Ensure Project requests are entered with accurate Request Dates
Request Dates in the Past	Review Material Reports to ensure no overdue Material

Creation of BOM



Request Material (Request Date)



Request Date / ETA Date



2e. Project Costs

Example

Dashboard: One Dashboard

Break Even Forecast

Company

×

ALL

of Forecast Periods6

of Previous Periods3

Fixed Periods To Avg6

Variable Revenue Adj %100

Fixed Cost Adj %105

Base CurrencyUSD

Time UnitsMonth

Include OppsNO

Min Probability

Cash Flow Forecast Summary

Incl. Proj. Invoices☒

Incl. Proj. Cost☒

Incl. S.C. Invoices☒

Age ByDue Date

Periods to Collect12

Run

Default

LIVE DATA: Cash Flow Forecast Detail

LIVE DATA: Cash Flow Forecast Detail

Cash Flow Forecast Detail

3

#	Entity No.	Branch	Type	Cust/Vend No.	Title	Currency Type	Overdue Amount	Mar/2025	Apr/2025	May/2025	Jun/2025	Jul/2025	Aug/2025	Sep/2025	Oct/2025	
Bank (1)								\$12,344,913.04	\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29	\$10,832,452.48	\$10,770,316.01	\$12,383,642.0	
AR Current/ Estimated (609)								\$591,238.84	\$645,935.89	\$588,370.72	\$588,370.72	\$588,370.72	\$703,362.84	\$2,761,789.30	\$588,370.7	
UnInvoiced Project (111)								\$4,237,858.57	\$2,384,372.98	\$1,757,376.33	\$1,695,115.58	\$825,401.98	\$323,238.01	\$44,174.35	\$0.0	
Project Costs (19)								\$ -320,001.02	\$ -54,541.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0	
Filters	2	Q	01	HEADOFFICE	Project Cos...	ACT001	Acme Tool & Die	USD	\$0.00	\$ -13,891.67	\$ 85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	3	Q	01	VANCOUVER	Project Cos...	ADS001	AdinComm Tech	USD	\$0.00	\$ -11,373.21	\$ 12.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	724	Q	01	ALBANY	Project Cos...	ASS001	ABC Security	USD	\$0.00	\$ -727.08	\$ 2,745.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	725	Q	01	TAMPA	Project Cos...	AUF001	Austexas Distribution LLC	USD	\$0.00	\$ -70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	726	Q	01	HEADOFFICE	Project Cos...	BCI001	Arlington ISD	USD	\$0.00	\$ 21,131.36	\$ -10,716.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	727	Q	01	ALBANY	Project Cos...	BSI001	Belings Stationary Inc.	USD	\$0.00	\$ -44,781.86	\$ -829.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	728	Q	01	TAMPA	Project Cos...	BSI001	Belings Stationary Inc.	USD	\$0.00	\$ -10,136.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	729	Q	01	HOUSTON	Project Cos...	CMC001	Chrysler Motor Company	USD	\$0.00	\$ -9,589.79	\$ -605.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	730	Q	01	SAN JOSE	Project Cos...	COS001	Roemtech Inc.	USD	\$0.00	\$ -38,861.17	\$ -450.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	731	Q	01	MESA	Project Cos...	COT001	Cosworth Technology	USD	\$0.00	\$ -1,332.90	\$ -624.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	732	Q	01	ALBANY	Project Cos...	EDL001	EDS Distribution LLC	USD	\$0.00	\$ -6,322.28	\$ -3,185.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	733	Q	01	SAN JOSE	Project Cos...	ESC001	Electronic Systems Com...	USD	\$0.00	\$ 54,125.85	\$ 1,635.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	734	Q	01	TAMPA	Project Cos...	JMG100860	Relocation Specialty Inc.	USD	\$0.00	\$ -4,500.00	\$ -990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	735	Q	01	MESA	Project Cos...	JNI001	Juniper Networks Inc.	USD	\$0.00	\$ -36,135.58	\$ -1,165.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	736	Q	01	SAN JOSE	Project Cos...	MAS001	Lake Systems	USD	\$0.00	\$ -14,731.50	\$ -31,498.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	737	Q	01	TAMPA	Project Cos...	MAS001	Lake Systems	USD	\$0.00	\$ -4,669.06	\$ -0.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	738	Q	01	SAN JOSE	Project Cos...	TEL001	Telecom LLP	USD	\$0.00	\$ -33,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	739	Q	01	ALBANY	Project Cos...	UPC001	United Power Company	USD	\$0.00	\$ -12,179.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	740	Q	01	ALBANY	Project Cos...	VDR001	Maintech c/o Volt Delta ...	USD	\$0.00	\$ -2,417.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
	UnInvoiced Serv Cont (89)								\$150,907.74	\$182,548.30	\$414,889.54	\$159,406.24	\$172,390.30	\$263,691.49	\$159,791.24	\$244,768.3
AP (287)								\$ -9,358,328.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0	
								\$6,294,159.62	\$8,100,046.78	\$9,508,254.56	\$10,598,718.29	\$10,832,452.48	\$10,770,316.01	\$12,383,642.09	\$11,864,352.30	

Let's go to Q360...

Poll #2:

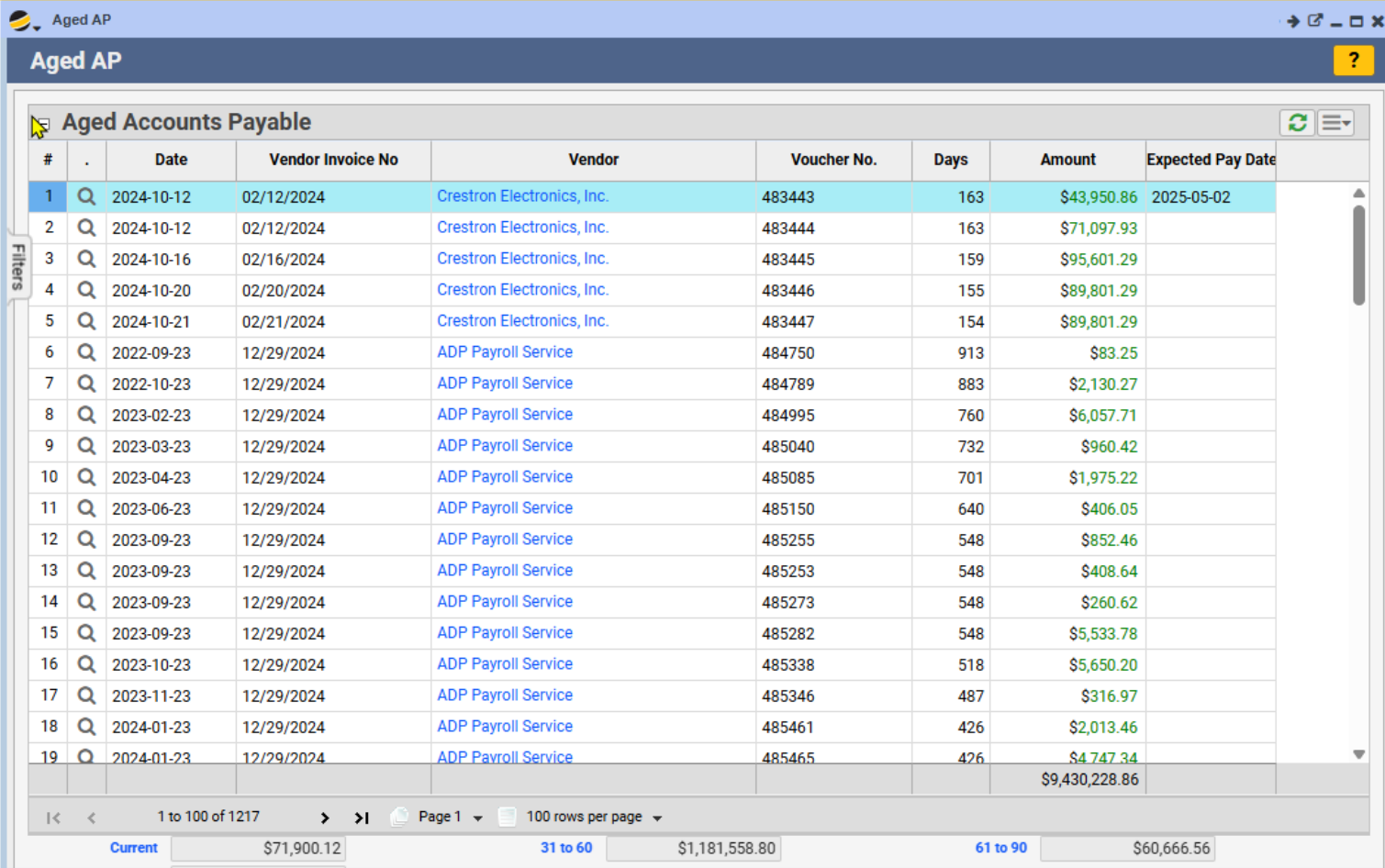
Which of the following sections of the Cash Flow Forecast Detail could your organization use more effectively? *(Select all that apply)*

- a) AR Current / Estimated
- b) UnInvoiced Projects
- c) UnInvoiced Service Contracts
- d) Project Costs

2f. Aged AP Quick View

Purpose

- Provides a detailed view of outstanding Accounts Payable categorized by aging periods (current, 30, 60, 90+ days)
- Prioritizes Vendor payments, allowing your company to manage cash flow efficiently, and maintain strong supplier relationships
- Supports financial planning by identifying overdue liabilities and preventing late fees or payment disruptions



The screenshot displays the 'Aged AP' (Aged Accounts Payable) interface. It features a table with the following columns: #, Date, Vendor Invoice No, Vendor, Voucher No., Days, Amount, and Expected Pay Date. The table lists 19 items, with the first four highlighted in light blue. The first item is from Crestron Electronics, Inc. with an invoice date of 02/12/2024 and a due date of 2025-05-02. The table is filtered to show items 1 to 100 of 1217. The bottom summary bar shows a total of \$9,430,228.86, with a breakdown by aging period: Current (\$71,900.12), 31 to 60 (\$1,181,558.80), 61 to 90 (\$60,666.56), and 91 to 120 (\$0.00).

#	Date	Vendor Invoice No	Vendor	Voucher No.	Days	Amount	Expected Pay Date
1	2024-10-12	02/12/2024	Crestron Electronics, Inc.	483443	163	\$43,950.86	2025-05-02
2	2024-10-12	02/12/2024	Crestron Electronics, Inc.	483444	163	\$71,097.93	
3	2024-10-16	02/16/2024	Crestron Electronics, Inc.	483445	159	\$95,601.29	
4	2024-10-20	02/20/2024	Crestron Electronics, Inc.	483446	155	\$89,801.29	
5	2024-10-21	02/21/2024	Crestron Electronics, Inc.	483447	154	\$89,801.29	
6	2022-09-23	12/29/2024	ADP Payroll Service	484750	913	\$83.25	
7	2022-10-23	12/29/2024	ADP Payroll Service	484789	883	\$2,130.27	
8	2023-02-23	12/29/2024	ADP Payroll Service	484995	760	\$6,057.71	
9	2023-03-23	12/29/2024	ADP Payroll Service	485040	732	\$960.42	
10	2023-04-23	12/29/2024	ADP Payroll Service	485085	701	\$1,975.22	
11	2023-06-23	12/29/2024	ADP Payroll Service	485150	640	\$406.05	
12	2023-09-23	12/29/2024	ADP Payroll Service	485255	548	\$852.46	
13	2023-09-23	12/29/2024	ADP Payroll Service	485253	548	\$408.64	
14	2023-09-23	12/29/2024	ADP Payroll Service	485273	548	\$260.62	
15	2023-09-23	12/29/2024	ADP Payroll Service	485282	548	\$5,533.78	
16	2023-10-23	12/29/2024	ADP Payroll Service	485338	518	\$5,650.20	
17	2023-11-23	12/29/2024	ADP Payroll Service	485346	487	\$316.97	
18	2024-01-23	12/29/2024	ADP Payroll Service	485461	426	\$2,013.46	
19	2024-01-23	12/29/2024	ADP Payroll Service	485465	426	\$4,747.34	
						\$9,430,228.86	

2f. Aged AP Quick View

Example

Aged AP

Aged Accounts Payable

#	.	Date	Vendor Invoice No	Vendor	Voucher No.	Days	Amount	Expected Pay Date
1	Q	2024-10-12	02/12/2024	Crestron Electronics, Inc.	483443	145	\$43,950.86	
2	Q	2024-10-12	02/12/2024	Crestron Electronics, Inc.	483444	145	\$71,097.93	
3	Q	2024-10-16	02/16/2024	Crestron Electronics, Inc.	483445	141	\$95,601.29	
4	Q	2024-10-20	02/20/2024	Crestron Electronics, Inc.	483446	137	\$89,801.29	
5	Q	2024-10-21	02/21/2024	Crestron Electronics, Inc.	483447	136	\$89,801.29	
6	Q	2022-09-23	12/29/2024	ADP Payroll Service	484750	895	\$83.25	
7	Q	2022-10-23	12/29/2024	ADP Payroll Service	484789	865	\$2,130.27	
8	Q	2023-02-23	12/29/2024	ADP Payroll Service	484995	742	\$6,057.71	
9	Q	2023-03-23	12/29/2024	ADP Payroll Service	485040	714	\$960.42	
10	Q	2023-04-23	12/29/2024	ADP Payroll Service	485085	683	\$1,975.22	
11	Q	2023-06-23	12/29/2024	ADP Payroll Service	485150	622	\$406.05	
12	Q	2023-09-23	12/29/2024	ADP Payroll Service	485255	530	\$852.46	
13	Q	2023-09-23	12/29/2024	ADP Payroll Service	485253	530	\$408.54	
14	Q	2023-09-23	12/29/2024	ADP Payroll Service	485273	530	\$260.52	
15	Q	2023-09-23	12/29/2024	ADP Payroll Service	485282	530	\$5,533.78	
16	Q	2023-10-23	12/29/2024	ADP Payroll Service	485338	500	\$5,650.20	
17	Q	2023-11-23	12/29/2024	ADP Payroll Service	485346	469	\$316.97	
18	Q	2024-01-23	12/29/2024	ADP Payroll Service	485461	408	\$2,013.46	
19	Q	2024-01-23	12/29/2024	ADP Payroll Service	485465	408	\$4,747.84	
20	Q	2024-02-23	12/29/2024	ADP Payroll Service	485484	377	\$774.87	
21	Q	2024-05-23	12/29/2024	ADP Payroll Service	485610	287	\$834.57	
22	Q	2024-05-23	12/29/2024	ADP Payroll Service	485640	287	\$3,087.27	
23	Q	2024-05-23	12/29/2024	ADP Payroll Service	485642	287	\$718.46	
24	Q	2024-07-23	12/29/2024	ADP Payroll Service	485713	226	\$2,316.27	
25	Q	2024-07-23	12/29/2024	ADP Payroll Service	485721	226	\$4,383.84	
							\$9,358,328.74	

1 < > 1 to 100 of 1216 > Page 1 100 rows per page

Current \$0.00 31 to 60 \$1,242,225.36 61 to 90 \$1,705,052.48 91 Plus \$6,411,050.90

Total \$9,358,328.74

2f. Aged AP Quick View

Challenges	Remedies
Payments not scheduled accurately	Schedule and update expected payment dates in Q360 for all payables
Incorrect setup and posting of Vendor Invoices (Vouchers)	Review Vendor Invoices (Vouchers) for accuracy and ensure timely posting
Purchase Orders remain open	Review and update open POs

Update Expected Pay Dates



Invoicing



Review Open POs



2g. Overhead

Purpose

- Reflects Fixed Costs i.e. rent, utilities, fixed payroll expenses
- Use filters to forecast anticipated Overhead fluctuations

Dashboard: One Dashboard

Break Even Forecast

Company

of Forecast Periods

of Previous Periods

Fixed Periods To Avg

Variable Revenue Adj %

Fixed Cost Adj %

Base Currency

Time Units

Include Opps

Min Probability

Cash Flow Forecast Summary

Incl. Proj. Invoices ☒

Incl. Proj. Cost ☒

Incl. S.C. Invoices ☒

Age By

Periods to Collect

Run

Default

Filters

Overhead	Delta
\$-1,056,998.83	\$-10,224,185.34
\$-1,056,998.83	\$2,252,393.57
\$-1,056,998.83	\$2,736,011.67
\$-1,056,998.83	\$1,001,447.00
\$-1,056,998.83	\$327,030.64
\$-1,056,998.83	\$771,127.03
\$-1,056,998.83	\$4,150,458.11
\$-1,056,998.83	\$-699,743.96
\$-1,056,998.83	\$-1,023,623.12

2g. Overhead

Challenges	Remedies
GL accounts not flagged as Fixed Costs, leading to incorrect Cash Flow projections	Review GL accounts to ensure proper classification of Fixed Costs
Misclassification of Labor Costs between Overhead and Project Costs	Provide clear guidelines on what constitutes Overhead versus Project-related Costs

Fixed Flag



2h. Opportunity Revenue and Cost

Purpose

- Forecasts capacity requirements based on Opportunities with Quotes
- Forecasts Revenue and Costs associated with Opportunities with Quotes
- An Opportunity must have a Quote, a percentage probability, and both a Close and Install Date

Dashboard: One Dashboard

Break Even Forecast

Company

of Forecast Periods

of Previous Periods

Fixed Periods To Avg

Variable Revenue Adj %

Fixed Cost Adj %

Base Currency

Time Units

Filters

Include Opps

Min Probability

Cash Flow Forecast Summary

Incl. Proj. Invoices ☒


Incl. Proj. Cost ☒

Incl. S.C. Invoices ☒

Age By

Periods to Collect

Run

 **Default**

2h. Opportunity Revenue and Cost

Challenges	Remedies
Opportunities lack proper Close Dates or Install Dates	Ensure Sales Opportunities in Q360 include a Close Date, Install Date, and associated Quotes
Opportunities have multiple Quotes, incorrectly flagged (causing duplication)	Ensure optional Quotes are correctly flagged at the header level

Opportunity with Quotes (Close & Install Dates)



Let's go to Q360...

Poll #3:

Which of the following sub-reports of the Cash Flow Forecast Detail could your organization use more effectively? *(Select all that apply)*

e) Aged AP

f) Overhead

g) Opportunity Revenue and Opportunity Cost

3. Representative Dashboards

What should a functioning One Dashboard look like?



3. Representative Dashboards

What if it looks like this?



4. Summary

This session:

- The Cash Flow Forecast section of the One Dashboard uses real time Q360 data to forecast cash position over time
- Accurate forecasting is dependent upon accurate “clean” data and regular data maintenance
- Optional: Adjust filters to model various scenarios and circumstances

Next steps:

- Reflect on where your data and forecasting needs work. Are you struggling with prerequisites? Failing to update?
- Review your data including all invoicing, collections and overhead
- Revise your data maintenance cadence. Establish and schedule routine data updates



Join us next time:

One Dashboard Sessions III (April 23, 2025) – dive deeper into effective usage of the One Dashboard. Registration on the Q360 Help Center Home Page

5. Q&A



Poll #4: Continuous Learning

Would you like to receive additional information regarding training opportunities related to the Cash Flow Forecast section of the One Dashboard?

- a) Yes
- b) No

6. Wrap Up & References

Get the most out of Q360 by accessing detailed report guides and best practices in our Help Center!

Q360 > Help > Contents

Key GL accounts

Introduction

This topic introduces the key GL accounts used by Q360. Key GL accounts numbering scheme for assets, liabilities, equity, income, and expense.

For the purpose of this document, overriding an account refers to one defined at the entity level.

Note: Users expecting to do business in multiple currencies should use the Multi-Currency feature.

From a usage standpoint, key GL accounts fall into the following categories:

- **Default Accounts:** Used in the absence of more specific overriding.
- **Designated Accounts:** Cannot be overridden but accept manual entries.
- **Controlled Accounts:** Cannot be overridden or written to, record only.

Default accounts

Name	Description
Default Sales Rev	Default revenue account for sales
Default Labor Rev	Default revenue account for labor
Default Freight Rev	Default revenue account for freight
Default Service Rev	Default service contracts revenue
Default COGS	Default COGS account

Report: One Dashboard

One Dashboard

The One Dashboard is intended to give you visibility into the health and trajectory of your business. The One Dashboard provides accurate cash flow and cost forecasting to allow you to make informed decisions.

The One Dashboard does not require any 'extra' work in order to function – it simply displays the data you have entered into Q360.

Break Even Forecast

The top graph of the One Dashboard, labeled "Break Even Forecast" (Q0280), represents previous periods (up to 6 months) and forecasted into the future (up to 24 months). A data point can be expanded to see the underlying data. Cost and Revenue components are shown.

[Revenue and Cost Calculations](#)

Revenue Sources:

- Projects
- Recurring
- Transactional

Expense:


- Recurring (fixed)
- Variable (project material costs, transactional costs, etc)

Revenue - Expense = Net Profit

Cash Forecast

The bottom graph of the One Dashboard, labeled "Cash Forecast" (Q0231), represents cash position of your company by leveraging the information within Q360 as it pertains to bank account balances and expected receivables and payables over a given period. Further detail on the information behind the Cash Forecast and the underlying data is available in the [Cash Flow Forecast](#) report.

Cash Flow Forecast



Financial: Cash Flow Forecast

Introduction

The Cash Flow Forecast live data report provides visibility into the current and future cash position of your company by as it pertains to bank account balances and expected receivables and payables over a given period.

Business Challenge

Businesses often rely on a manual cash forecasting process that requires data entry and manipulation of information to accurately represent a company's cash position. This method can be time consuming and with it come additional information.

Key Takeaways

Q360 allows you to accurately forecast your cash position by leveraging real time data and allowing you to model how various circumstances. To get the most out of your Q360 cash flow forecast,

- Set expected payment dates for receivables and payables
- Use invoice tasks and material request dates to accurately forecast project invoices and expenses
- Properly configure recurring service contract invoicing
- Identify and flag general ledger accounts that contain fixed costs to develop an overhead expense estimate
- Adjust filters on the report to model "what if" scenarios

In Q360

The Cash Flow Forecast report consists of various filters to give you flexibility over your cash projection and contains the following filters:

Company

- If you have a multi-company setup in Q360, select "ALL" to view the report for all of the companies.
- Select a company name to run the projection for a single company

Branch

- Leave blank displays all branches

One Dashboard – Revenue and Cost Calculations

Project Revenue: In the current and future periods, this is derived from project data using forecasted materials and labor to determine project costs in a period, then applying that percent complete to the project value to determine projected Project Revenue. A project can be forecasted using one of two methods; STRAIGHTLINE or MATLABOR. This method can be set on the Profit Tab of the Project, or, if BLANK, the report will use the default method configured for your system. The STRAIGHTLINE method will forecast all costs and revenue evenly between the Project START DATE and END DATE. The MATLABOR methods give a more realistic view of revenue and cost forecasting by taking into account the Material and Labor schedule of the project. This calculation looks at Material and Subcontractor Item Requests dates within the period, and Task Hours Scheduled within the period. Materials and Subcontractor Items with a Request Date in the period are assumed to be a cost in that period. If a task hours spans multiple periods, those hours are evenly distributed between the task START DATE and END DATE to determine the cost in the period. Project Revenue amounts from previous periods are derived by taking the actual amount of Revenue in any GL Accounts tagged with the "Project Revenue" flag, as set under the GL Account setup form. Note: when the Request Date is blank, the revenue/cost projection will use the PO ETA date, and when the PO ETA date is in the future compared to the request date, the report will use the PO ETA date.

Key Reports: Project Hours Schedule Summary, Project Material Schedule Summary, and Project Revenue Cost Forecast.

Recurring Revenue: Revenue as projected based on existing service contracts. When a service contract is created, any month that falls within the Start and End dates of the contract would project revenue based on the Service Contract Line Items. Recurring Revenue amounts from previous periods are derived by taking the actual amount of Revenue in any GL Accounts tagged with the "Recurring Revenue" flag, as set under the GL Account setup form.

Key Reports: Service Contract Revenue Forecast

Variable Revenue: Based on the filter option "Fixed Periods to Avg", this takes an average of the value of all GL Accounts tagged with the "Variable Revenue" flag, as set under the GL Account setup form, over the number of periods chosen. This is usually revenue derived from service calls or box sales.

Opportunity Revenue: Revenue projected on opportunities, assuming that the "Include Opps" filter setting is selected. This uses the Close Date of the Opportunity, in addition to the projected Install Date on the Opportunity to Straight Line the Revenue over that time frame. Alternatively, if Request Dates are set on a Quote Line Item, those dates will be used to project the timing of the costs and thus the associated revenue.

Actual Revenue: Revenue actually posted to the GL in the current period.

Fixed Costs: Based on the filter option "Fixed Periods to Avg", this takes an average of the value of all GL Accounts tagged with the "Fixed Cost" flag, as set under the GL Account setup form, over the number of periods chosen.

Variable Costs: Projected Material and Subcontractor costs.

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One Dashboard Series: One Dashboard II – v24.01

Presenters: Tofiq Indawala and Bradley Malone

MAR 26, 2025