Profitbase AS

Profitbase Planner

Configuration and Operation
Account module

Profitbase

06.01.2026

Version 3.6

Content

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29.05.2020	0.0	TN	Initial content
12.10.2020	1.0	TN	Revised
19.05.2021	2.0	TN	Revised for Planner v5
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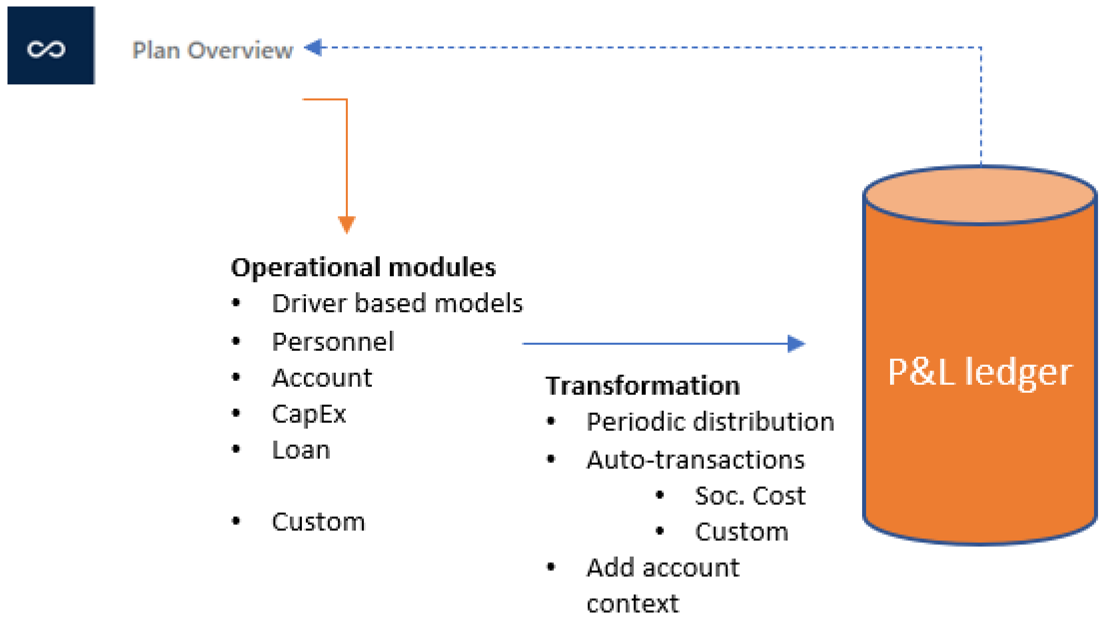
1 Abstract, intended audience and pre-requisites

The Profitbase Planner Configuration and Operation series consist of several documents dealing with the configuration and operation of individual Planner modules and functions.

Planner modules are operational input modules that contributors to the plan processes use to prepare the Profit & Loss (P&L) of their respective areas of responsibility. Different modules will typically cover parts of the P&L such as sales, personnel, cost, etc.



The modules are accessed from the Plan overview workbook of a given version and the input provided by the contributors are transformed into P&L transactions and fed back to the Plan overview workbook resulting in a P&L work-in-progress overview.

The intended audience of this document is implementation partners configuring the solution initially and solution administrators responsible for operating it thereafter.

This document assumes that a Profitbase Planner solution has been deployed and that access to this solution is given to the reader.

2 Common functionality

Changes made to input sheets are not saved automatically. To save changes, click the “Save” button. The “Save” button will remain disabled until a change has been made.

To undo all unsaved changes, click the “Refresh” button.

To undo the last of a series of unsaved changes, click the Ctrl and Z keys simultaneously.

To insert new rows to an input sheet, right-click in the sheet and select one of the available options:

- Insert row
- Insert row below
- Insert copy of row

To delete a row from an input sheet, right-click the row in question and select:

- Delete row

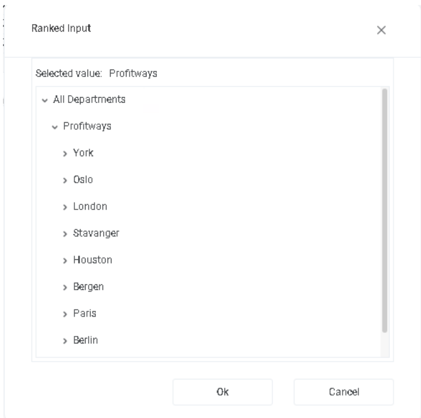
Inserting and deleting rows can be controlled as part of the configuration, see [Publish and name module, control row context right-click menu options].

Please note, that although the row is no longer visible in the input sheet, the change must be committed using the "Save" button or undone using the "Refresh" button.

In input sheets, editable fields are distinguished from non-editable fields by fill color, editable fields have by default a white fill color.

In setting tables, a so-called ranked input concept is often used for the dimensional context. Ranked input allows for a high-level selection of dimensional nodes and gives the opportunity to alter the rank or specificity between rows.

A ranked input cell can be set through the ranked input selector by clicking the cell value (cell will display 3 dots if no value is set):



The ranked input selector will display the dimensional hierarchy and allows for the selection of a high-level dimensional node. The selection of a high-level node implies that the setting applies to all sub-ordinate nodes.

Select node and click "OK".

Click "Cancel" to leave the selector without selecting.

In a table containing multiple rows, the rank or specificity of individual rows can be altered by moving the row up (decrease specificity) or down (increase specificity) by right-click the row in question and selecting:

- Move up

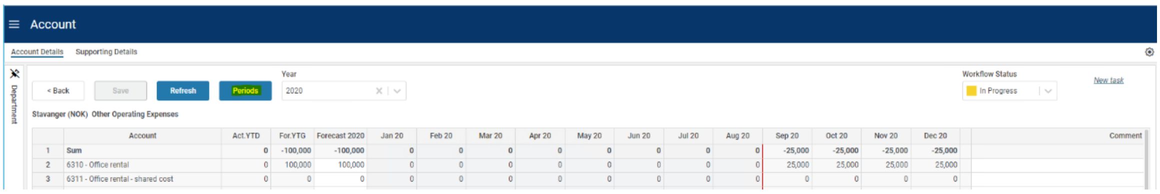
- Move down

The less specific the setting is, row should be high up in the table. The more specific the setting is, the further down in the table the row should reside.

3 Principle of operation

Plan by year-totals or by month

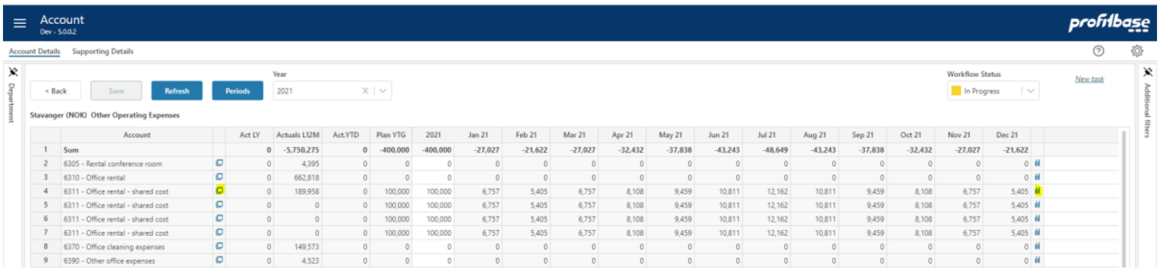
The plan can be input as year-totals or as monthly values. This is controlled by the “Periods” button that toggles the input mode correspondingly:



A year-total input is automatically spread to the plan months of that particular year. The total is spread according to the monthly distribution function tied to the account as follows:

- If a specific monthly input has been made by the user, the distribution inherent in the monthly values is used as a distribution key.
- If not, then if a central distribution key is tied to the account, this distribution will be used

  The existence of a central distribution key is indicated by the following symbol:



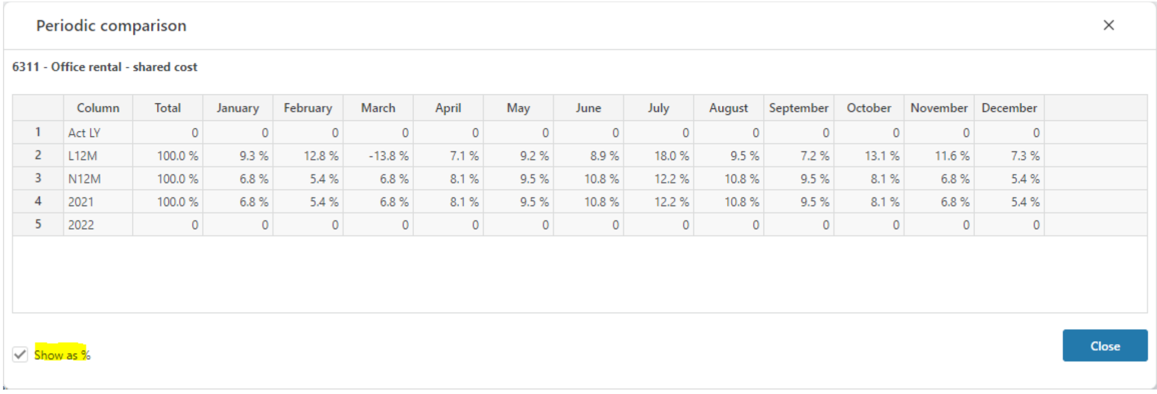
  Click on the  symbol to view the distribution key.

  Please refer to Distribution keys for details on how to set up central distribution keys.

- If none of the above applies, the total is spread evenly over the plan months

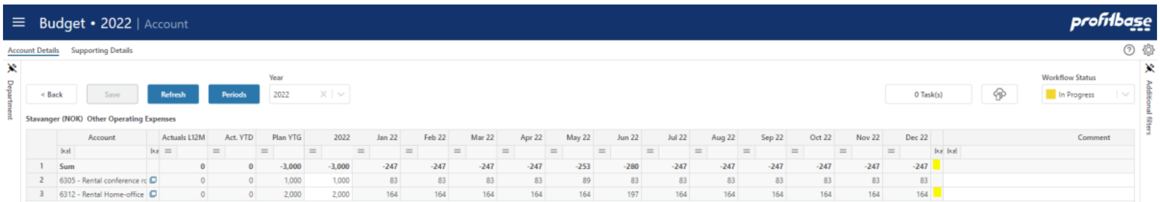
If monthly values are input directly, the individual monthly values in a year are summed and the distribution used thereafter for year-total input will be the distribution inherent in those individual monthly values as edited by the user.

Note that you can also see the distribution of any historical and plan sets, by clicking the  symbol. The result is displayed in a pop-up where you can toggle between % and absolute numbers:



	Column	Total	January	February	March	April	May	June	July	August	September	October	November	December
1	Act LY	0	0	0	0	0	0	0	0	0	0	0	0	0
2	L12M	100.0 %	9.3 %	12.8 %	-13.8 %	7.1 %	9.2 %	8.9 %	18.0 %	9.5 %	7.2 %	13.1 %	11.6 %	7.3 %
3	N12M	100.0 %	6.8 %	5.4 %	6.8 %	8.1 %	9.5 %	10.8 %	12.2 %	10.8 %	9.5 %	8.1 %	6.8 %	5.4 %
4	2021	100.0 %	6.8 %	5.4 %	6.8 %	8.1 %	9.5 %	10.8 %	12.2 %	10.8 %	9.5 %	8.1 %	6.8 %	5.4 %
5	2022	0	0	0	0	0	0	0	0	0	0	0	0	0

Note that you can also restore the default distribution for any row or collection of rows by right clicking the following column and select “Restore default key”. This can either be done on a specific row or on the upper-most total-row to be able to select multiple rows:



Selecting “Restore default key” on the upper-most total-row, presents a pop-up where a selection of rows can be done. Only the rows eligible for restoring the default key i.e., rows where the user has overridden the key, are shown:

Dimensionality

The basic dimensionality of the account module is department and (group) account. It is also possible to input on local (company) account.

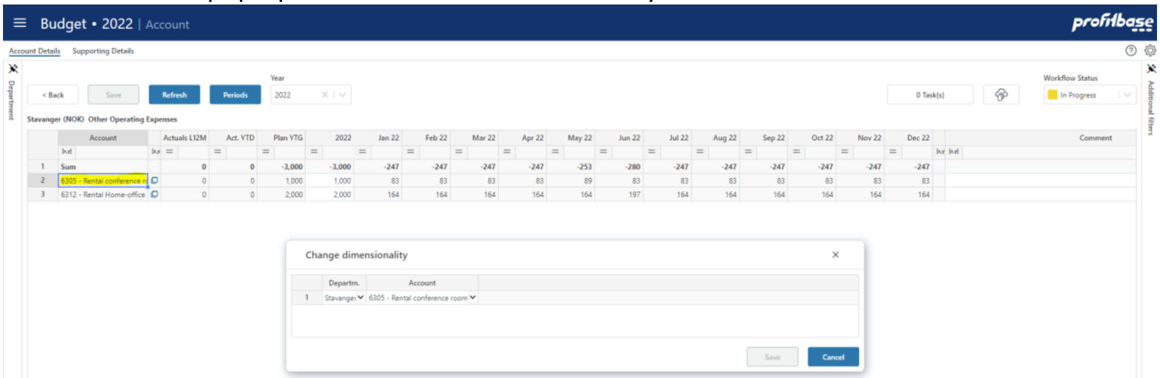
Extra dimensionality, Project, Activity, Product, Market, Project, Activity, Employee, Counterpart and 4 free dimensions Dim1, Dim2, Dim3 or Dim4 may be added as needed.

The account module can also be set up for planning in multiple currencies by enabling the Currency foreign dimension.

Please refer to Select additional dimensionality for details.

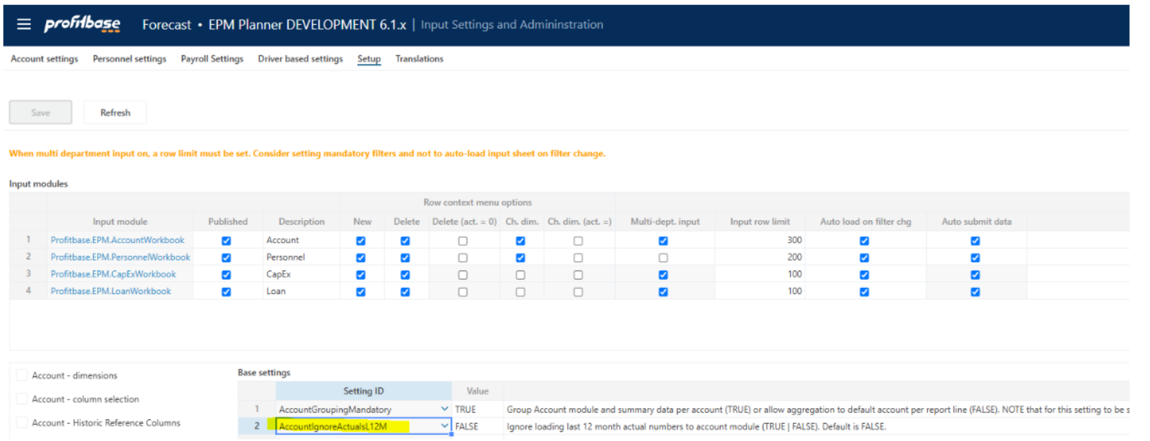
Change dimensionality of an input row

The current dimensionality of an existing input row may be changed (subject to the configuration, see Publish and name module, control row context right-click menu options) by right-clicking the row in one of the dimensional columns and selecting “Change dimensionality”. This will reveal a pop-up in which a new dimensionality can be set:



Historical references and deviation calculations

The Account module is preset with the last 12 months of actuals, except if the following base setting is set to FALSE:



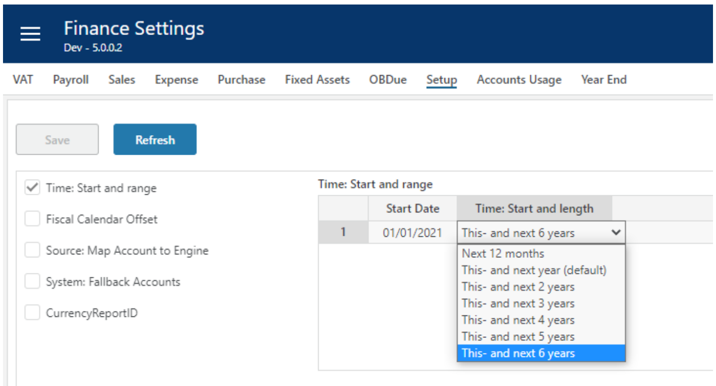
Base setting AccountIgnoreActualsL12M (TRUE | FALSE), default FALSE controls if actuals last 12 months are loaded or not to the account module.

In addition to the above, up to 5 historic reference columns (e.g. last year’s budget) may be added as needed. Please refer to Select, name, and define historical reference columns for details.

Simple deviation calculations – columns that perform calculations between other columns present in the input sheet (e.g. deviation between next year’s budget and this year’s budget) - may be added. Please refer to Select, name, and define deviation columns for details.

Planning horizon

The planning time horizon is controlled in the Finance Settings workbook:



This time horizon applies to all input modules.

Long-term planning (beyond this year and next year) allows for a year-total input only. When saving the plan, the long-term year-totals are automatically distributed to months using the distribution that is relevant to the next year's plan for the corresponding dimensionality.

Note that there is also a period filter setting that you may want to consider if you change the plan horizon. The period filter setting control which period filter will be available and which one will be the default, please refer to Period filters.

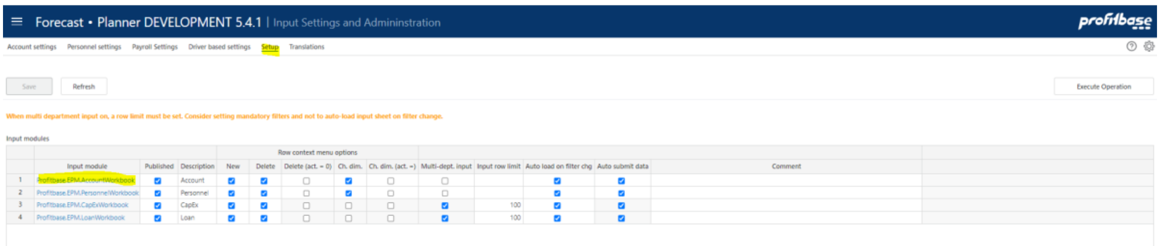
Plan roll forward actions

If long-term planning is used, the year-total for next-year+1 will be automatically distributed to monthly values using next-year's distribution when rolling over to a new year.

4 Module configuration

Publish and name module, control row context right-click menu options

Select the "Input Settings and Administration" workbook and go to the "Setup" page, and edit the "Input modules" table:

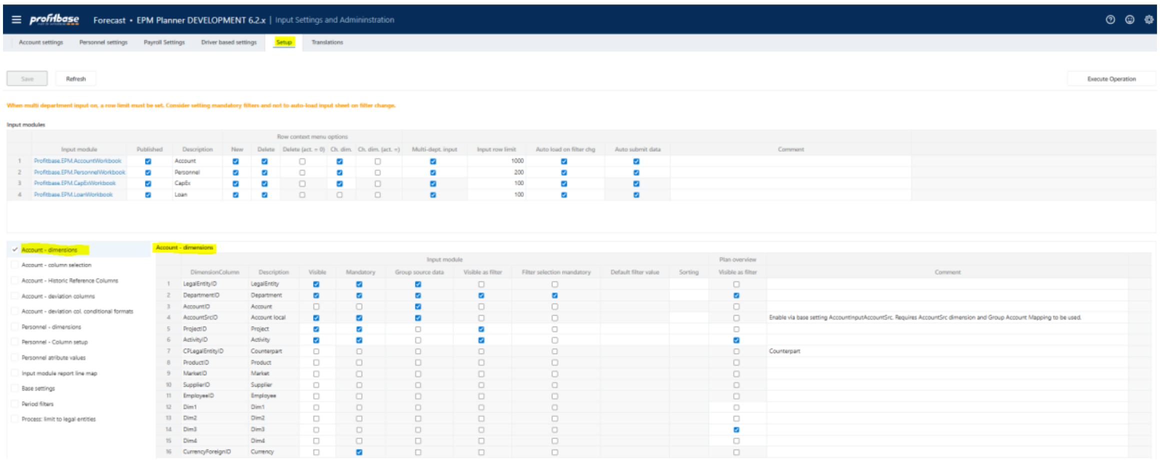


Column	Description
Input module	The name of the input module. The Input module column is an action link that will open the module in admin mode that means that changes are possible regardless of the "Published" column setting.

Published	Indicates that the input module is Published or not (checked | unchecked). If not published (unchecked), changes will not be possible unless opening the input module using the action link in the “Input module” column.
Description	The module’s default name. Translations can be added in the Translations tab.
Row context menu options (right-click)	
New	Insert new row and Insert copy of row is allowed (true) or not allowed (false). Default is true.
Delete	Delete row is allowed (true) or not allowed (false). Default is true.
Delete (act. = 0)	Delete row is allowed only if row contains no actuals (true). Available for selection only if “Delete” is true.
Ch. dim.	Change dimensionality is allowed (true) or not allowed (false). Default is true.
Ch. dim. (act. = 0)	Change dimensionality is allowed only if row contains no actuals (true). Available for selection only if “Ch. dim.” is true.
Multi-dept. input	Input only allowed at lowest department level input is the default (false). If set to true, input can (given that access control allows) be given at higher-level nodes of the department dimension. **NOTE**: when multi-department input is no (true), other filter should be used to narrow down the data set operated on.
Input row limit	Max. row limit returned that allows input. If row limit is reached, data is limited, and a warning is given to say that data set must be narrowed down to allow input. When multi-department input is set to true, a row limit must be set.
Auto load on filter chg.	By default, data is loaded automatically on filter change (true). When multi-department input is used, it may be desirable to first set all filters and then load the data. If this is the case, set this option to false. End user will have to use the Refresh button to load data.
Auto submit data	By default, data is submitted (i.e. processed through to the Plan Overview) once saving the data. By unchecking this option, a Submit button is displayed and the Save action will only save the input data and a manual click on the Submit button is required to actually submit the data through to the Plan Overview.

Select additional dimensionality

Select the “Input Settings and Administration” workbook and go to the “Setup” page:



There is a preset number of additional dimensions to choose from.

Column	Description
Dimension Column	The internal dimension column (preset).
Visible	Indicates that the column is visible and editable in the input worksheet or not (checked | unchecked)
Mandatory	Indicates that the column is mandatory in the input worksheet, i.e. that when inserting a new row, the user will have to select a value from the attached drop-down list.
Visible as filter (Input module)	Some of the dimensions are available for selection as input filters (slicers). Indicates whether dimension is also an input filter (checked) or not (unchecked).
Filter selection mandatory	Indicates whether it is mandatory to set a value for the filter (checked) or not (unchecked)
Default filter value	Allows for a default value for the filter to be set. This can be a leaf level value or an aggregate level value. Editable only if dimension is visible and is used as a filter. Note that this is a default filter value, implying that if the model is started from the plan overview with a specific filter value set, the default will not apply.
Group Source Data	Source data for the account module is the ledger historical facts. Opting to group source data by a certain visible dimension implies all variations in that dimension within the historical reference

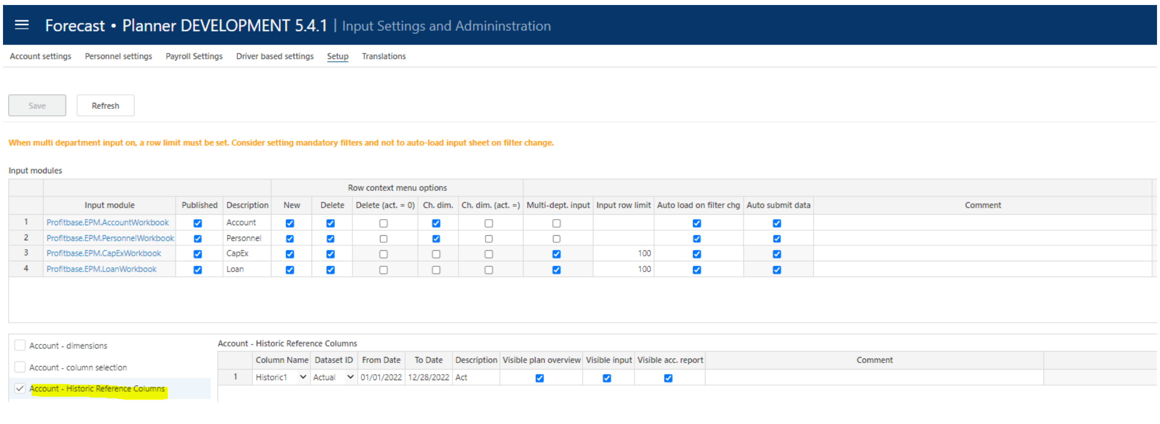
	period (actuals last 12 months + any historical reference columns used) will be reflected in the input sheet. For example if Dim1 had values A, B, C and D for Account X and Department Y historically and one chooses to make it visible and to group source data based on Dim1, the input sheet for department Y will 4 input line for account X in combination with Dim1 A, B, C and D with any historical values specified per Dim1. Opting not to group source data by Dim1 in this case would imply 1 input line for Account X with Dim1 having the default value (none) and any historical values summed. This attribute may also be useful for high-level planning where one does not want to plan per account or even per department. Please refer to [High level planning with the account module] for details on high level planning with the account module.
Visible as filter (plan overview)	Some of the dimensions are available for selection as filters in plan overview. Indicates whether dimension is also a plan overview filter (checked) or not (unchecked).
Sorting	Optional sorting of dimensional columns (left to right) and dimensional data when rendering data in input models. This may be useful for models making use of multiple dimensions. If not filled in a default sorting of dimensional data is used. Accepts integer values (1,2,3...)
Comment	Optional comment.

Note that the Currency foreign dimension is always mandatory, but you can control the visibility. By default, it is hidden meaning that the plan is in the home currency of the individual legal entity. If visible, the summary row of the input sheet is disabled.

Note on CPLegalEntityID (counterparty): this dimension is available in all modules, but it is only the Sales (IC) and Loans (IC) financial engines that creates counter transactions. Providing counterparty information to transactions that are not handled by the mentioned financial engines will NOT have it's counter transactions automatically posted. Hence, when enabling this dimension, make sure that is understood by the client. Accounts piped through the Sales (IC) engine are set up in the Finance Settings workbook and the Account to engine mapping configuration.

Select, name, and define historical reference columns

Select the "Input Settings and Administration" workbook and go to the "Setup" page and select the "Account – Historic Reference Columns" table:



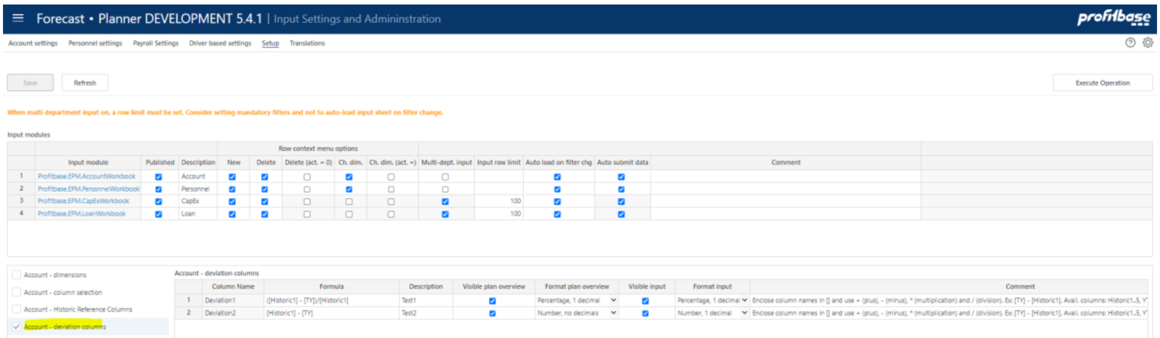
There is a preset number of historical reference columns to choose from.

Column	Description
Column Name	The internal historical reference column id, Historic1, Historic2, Historic3, Historic4 and Historic5. Select from the drop-down list.
DatasetID	The dataset origin for the historical reference data. Select from the drop down list.

From Date	The start date for the historical reference data
To Date	The end date for the historical reference data
ColumnName_Description	The column default name. Translations can be added in the Translations tab.
Visible Summary	Indicates that the column is visible in the summary workbook for the process or not (checked | unchecked)
Visible Account Details	Indicates that the column is visible in the account input worksheet or not (checked | unchecked)
Visible acc. Report	Indicates that the column is also visible in the account details report that is available in the “Supporting Details” pane of the Account input module workbook.

Select, name, and define deviation columns

Select the “Input Settings and Administration” workbook and go to the “Setup” page and select the “Account – deviation columns” table:



There is a preset number of deviation columns to select.

Column	Description
Column Name	The internal deviation column id, Deviation1, Deviation2.
Formula	See * below
ColumnName_Description	The column’s default name. Translations can be added in the Translations tab.
Visible Plan overview	Indicates that the column is visible in the Plan overview workbook for the process or not (checked | unchecked)
Format plan overview	The number format that the calculated deviation will display in the Plan overview workbook, select from drop down list.
Visible input	Indicates that the column is visible in the account input worksheet and account details report or not (checked | unchecked)
Format input	The number format that the calculated deviation will display in the account input worksheet and account details report, select from drop down list.

*
There are several internal columnids that can be referenced in the formulae:

- **Historic1** to **Historic5** – historic reference columns, requires that historic reference columns are configured.
- **YTD** – Year to date (Actuals)
- **ROY** – Rest of year plan (rest of first plan year, that is from plan start to the end of first plan year)
- **TY** – This year (first full plan year, comprised of YTD actuals and ROY plan)
- **NY** – Next year plan (second full plan year)
- **L12M** – Last 12 months (Actuals)
- **N12M** – Next 12 months plan (first 12 months of plan)
- **NYPlus1** – Third full plan year, requires that long term planning is used.
- **NYPlus2** – Fourth full plan year, requires that long term planning is used.
- **NYPlus3** – Fifth full plan year, requires that long term planning is used.
- **NYPlus4** – Sixth full plan year, requires that long term planning is used.

- **NYPlus5** – Seventh full plan year, requires that long term planning is used.

Please note that the internal columnids should be enclosed in [] and that + (plus), - (minus), * (multiplication) and / (division) mathematical operators can be used, for example:

- [NY] – [TY]

If, for example the deviation column is to show This year's budget – Last year's budget, and the two are stored in columns Historic1 and Historic2 respectively, the formula would be:

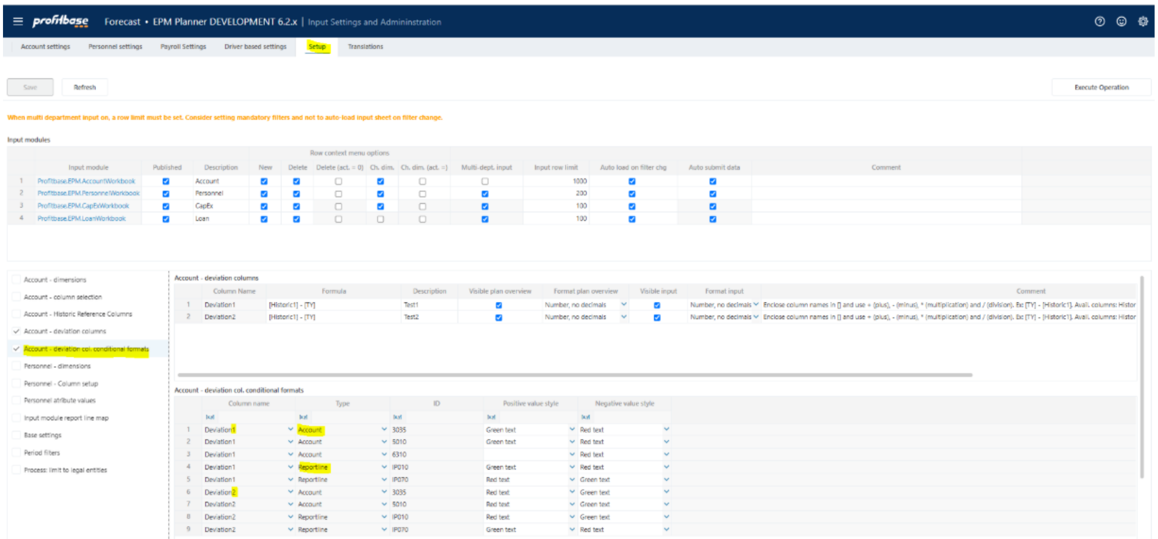
- [Historic1] – [Historic2]

Please Note also that YTD and ROY are not available in the account details report.

Deviation column conditional formatting

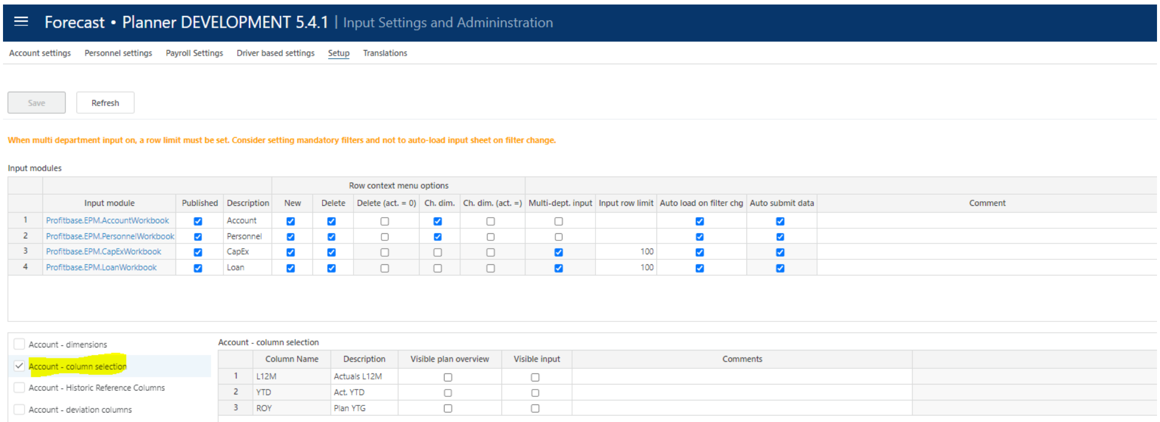
It is possible to set conditional formatting for deviation columns. You can select between GreenText and RedText for Positive / Negative values of Deviation1/2 columns respectively for relevant accounts and report lines as shown below.

Type = ReportLine -> set one or more ReportLineIDs (e.g IP010) used in the report used for plan overview that is to be formatted
Type = Account -> set one or more AccountIDs (e.g. 3035) that is to be conditionally formatted



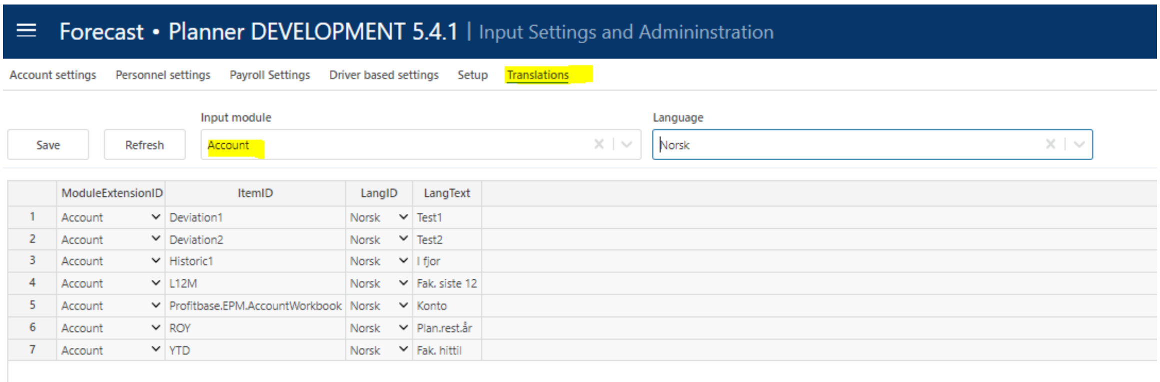
Select / unselect optional columns

A set of columns are optional related to actuals last 12 months, year to date and plan rest of year. The columns can be named (default name, refer to Translations for translations) and selected / unselected individually for the plan overview (summary) and account input module respectively:



Translations

Translations are added in the Translations tab.

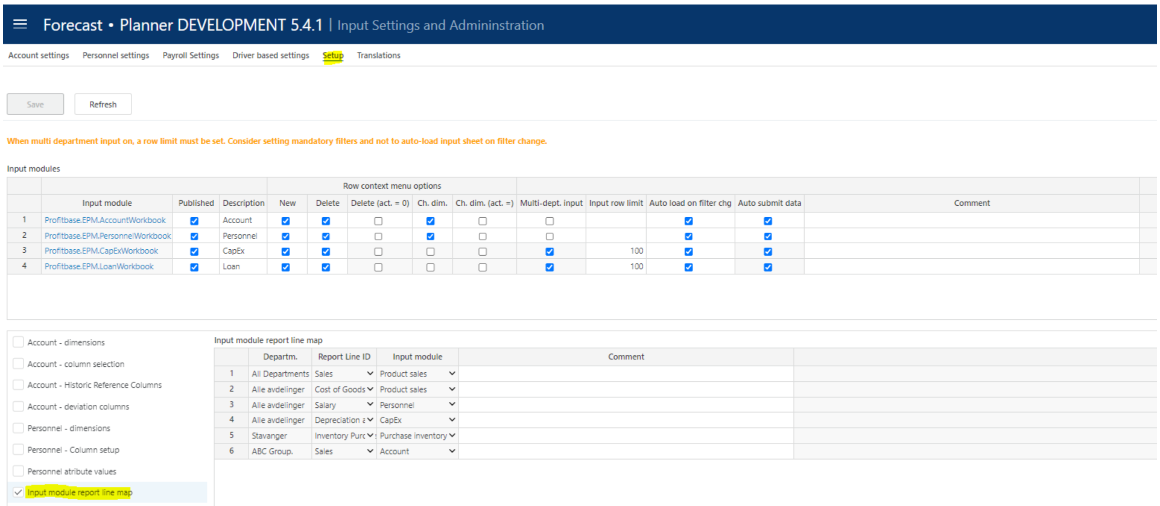


Select Account as the Input module and the language of choice.

Edit the Lang Text column of an item or add an item. The available ItemID are typically the various column ids such as Deviation1, etc.

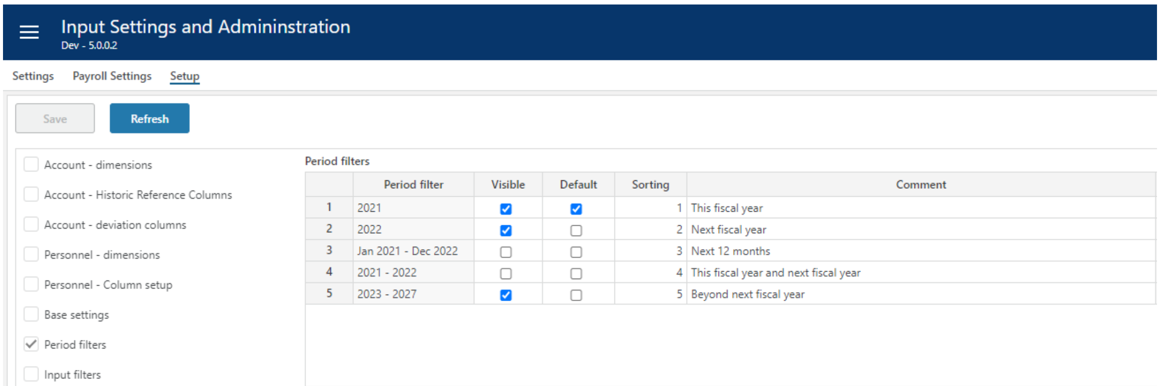
Attach module to input report

The Account module is the default module and will be attached to any report line that is not specifically attached to another (not the Account) module.



Period filters

The input module contains a period filter in which (time) periods can be selected. The content of this filter can be configured in the “Period filters” table found in the “Setup” page in the “Input Settings and Administration” workbook:



Note that this configuration is global to all input module workbooks and the “Plan Overview” workbook.

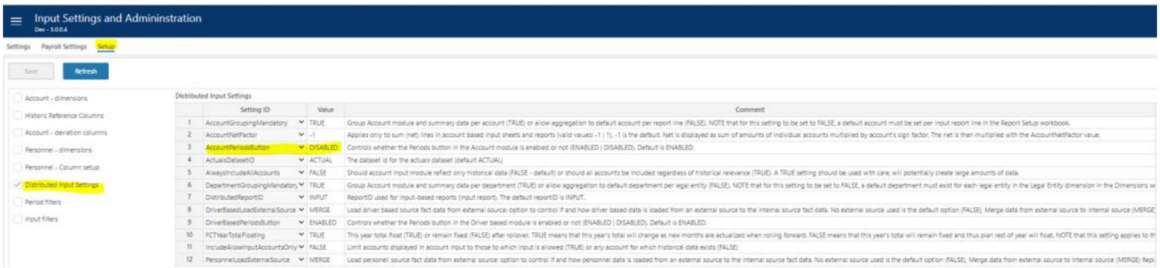
Column	Description
Period filter	Available filters, preset.
Visible	Makes filter visible (checked) or not visible (unchecked)
Default	Makes it the default period filter
Sorting	Controls the sorting in the filter drop down
Comment	Optional comment

Disabling the Periods button

By default, the user can toggle between (year) total and (month) periodic input using the Periods button.

In certain cases, it may be desirable to disable the Periods button, leaving the user with the (year) total input option*.

This can be configured in the “Distributed Input Settings” table found in the “Setup” page in the “Input Settings and Administration” workbook by setting the values DISABLED for the setting “AccountPeriodsButton”:



*Note: if the objective is to only allow for (year) total input, the period filter for next 12 months cannot be set as this option only supports periodic (month) input.

5 Module settings

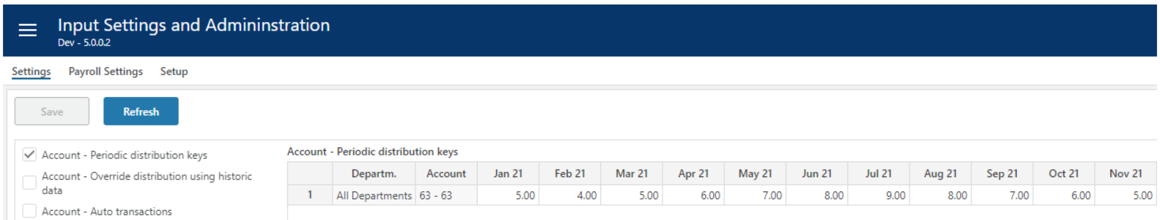
For account module settings, go to the “Input Settings and Administration” workbook and select “Settings” page.

Distribution keys

Distribution keys are specified by the combination of the department and account dimensions.

The dimensional values are selected using the ranked input selector. For details on using the ranked input selector and making rank changes between rows, please refer to Common functionality for details.

As a general rule-of-thumb, it is advisable not to use too specific distribution keys. Making a high(er)-level selection(s) instead and using aggregate distribution key values relevant to the selection, with the aid of the Distribution key helper where applicable, may be a good starting point.

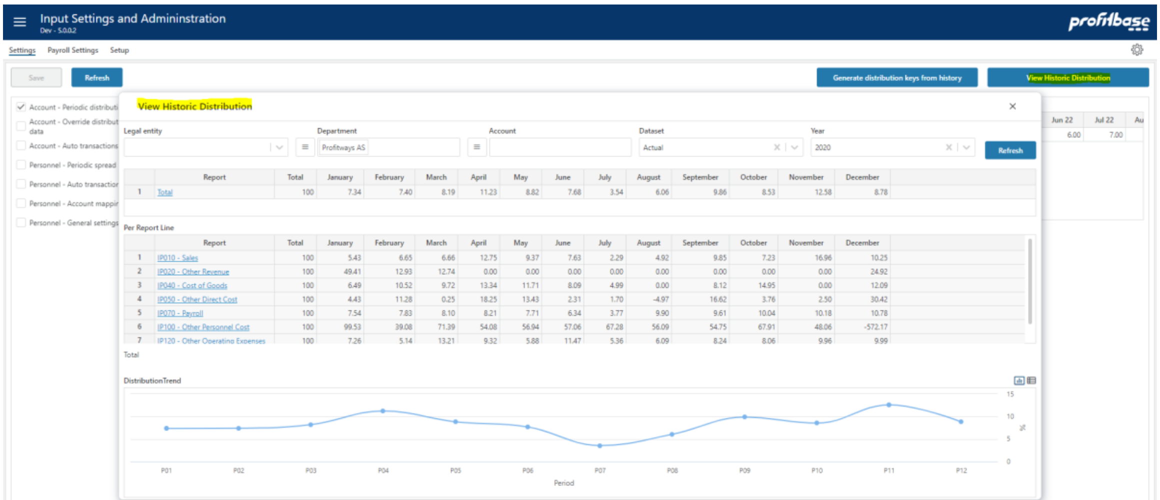


Column	Description
Department	Ranked input. Mandatory
Account	Ranked input. Mandatory.
Monthly distribution key weight (heading dynamic)	Numeric values. Mandatory. When distributing a year-total value over monthly periods, the weight given to a specific month is its distribution key weight divided by the sum of the distribution key weights for all the months for that year.
Comments	Optional comment. Note that if a comment is added, the contributor will see the comment when viewing the distribution key of an input row.

Distribution key helper

A distribution key helper can be used by clicking the “View Historic Distribution” button. This will display a pop-up in which the distribution of historical data can be viewed.

Make selections in the filter-row at the top and click the “Refresh” button to see the results:



In some cases, it may be relevant to use historic distributions as the basis for future distributions.

If so, copy out the monthly values of a specific row (select cells and click Ctrl-C) and paste into a relevant row in the “Distribution keys” table.

A high-level selection in the Legal entity and/or Department and Account dimensions will display an aggregate distribution over the historical period selected.

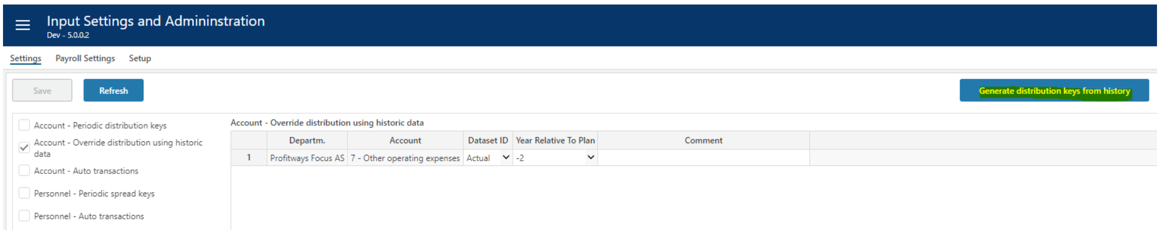
Override distribution using historic data

It is possible to override the defined distribution keys described above by using historic data.

This allows for the distribution inherent in a certain time-range of historic transactions for selected department and account combinations to be used as distribution keys. This may be relevant in some cases where historical distribution is expected to recur in the future.

Care should be taken not to use this functionality on too wide a range of departments and accounts as this will generate a potentially large number of very specific distribution keys. Keep also in mind that the user will always be able to input amounts by month for any department and account combination and thereby effectively override any historical keys generated for that combination.

Define the selection of departments and accounts:

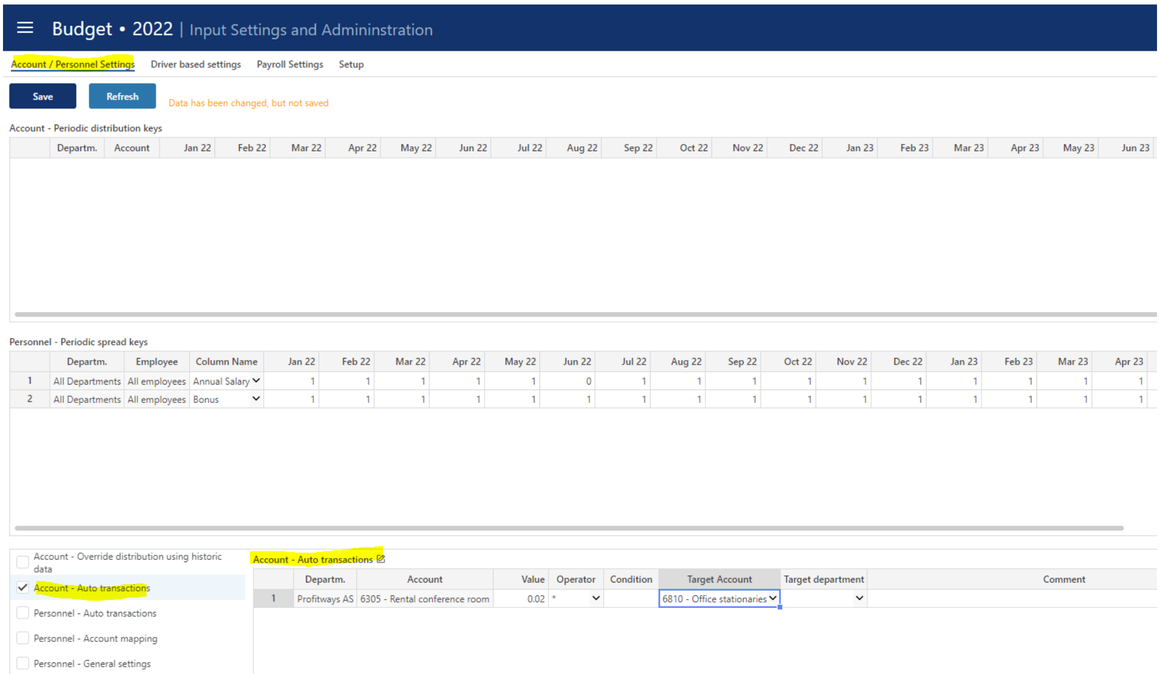


When defined, click the "Generate distribution keys from history" button to generate the keys.

Column	Description
Departm.	Ranked input. Mandatory
Account	Ranked input. Mandatory.
Dataset ID	The historic dataset from which the historic distribution keys are generated. Select from list.
Year relative to plan	Define the time-range for the historical period from which to generate the historic distribution keys. Numeric values. Mandatory. Select from list.
Comments	Optional comment. Note that if a comment is added, the contributor will see the comment when viewing the distribution key of an input row.

Auto transactions (optional)

Auto-transactions may be used to trigger additional transactions based on user input. For example, the input to a certain account should always generate an additional transaction to another account amounting to 10% of the input or source transaction.



Column	Description
Departm.	Source department. Ranked input. Mandatory
Account	Source account. Ranked input. Mandatory.
Value	The value and the operator define how the amount of the target transaction will be calculated. In the example above, the amount of the target transaction will be 10% of the source amount. Numeric value. Mandatory.
Operator	Select from list. Mandatory.
Condition	Optional. Special condition to apply when validating whether to execute the rule or not.

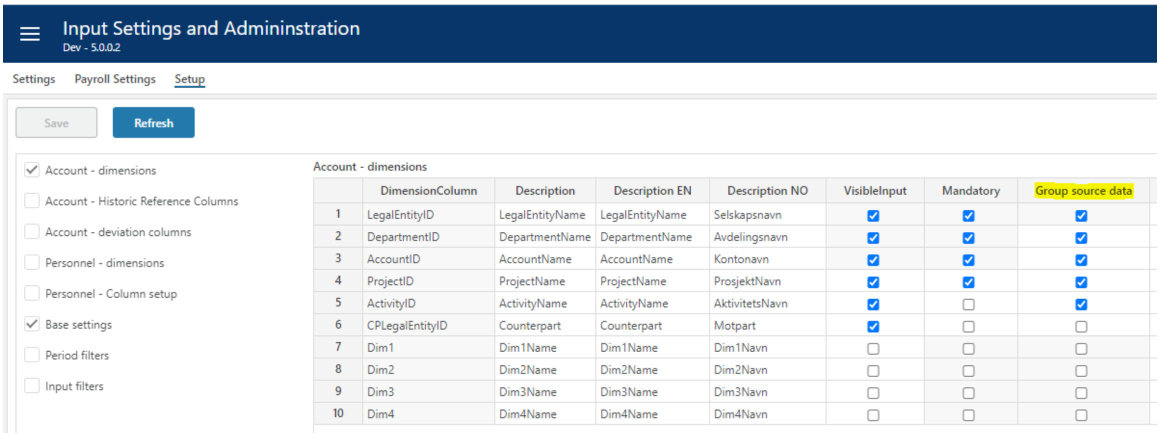
	For example: - Month() > 6 indicating that rule will be executed only for transactions with a transaction date with month number greater than 6 (June) - CurrentPeriodValue() > 1000 indicating that rule will be executed if value currently processed is greater than 1000 Operators: - Equality: == - Greater than or equal to: >= Greater than: > - Less than or equal to: <= Less than: < - Logical and: && - Logical or: ||
Target Account	Mandatory. The account that the target transaction will have. Select from list.
Target department	Optional. Leave empty if target department should equal the source department. Select from drop down is target department should differ from source department

6. High level planning with the account module

Profitbase Planner allows planning at the leaf (lowest) levels of the involved dimensions involved.

To plan at a higher level with the account module, default values dimensional values can be used so that historical reference data is aggregated over fewer dimensional combinations.

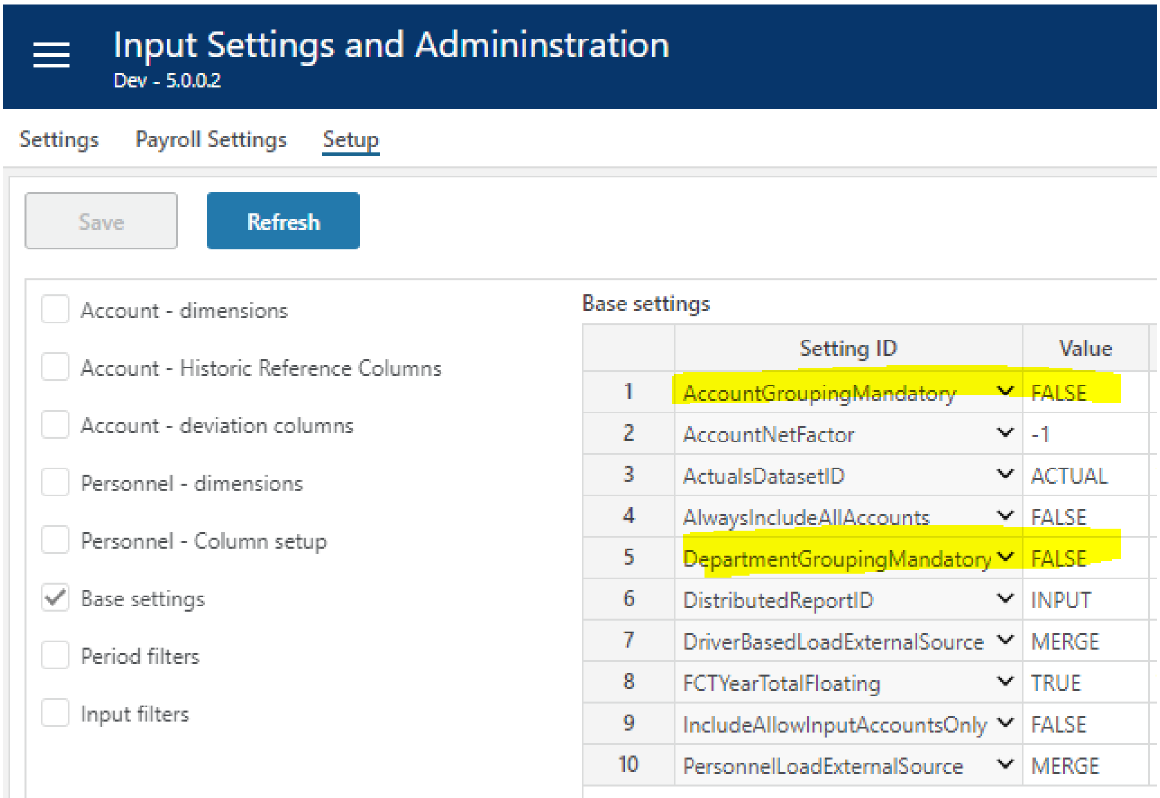
This is controlled in the dimension settings, using the “Group source data” option. The fewer dimensions have the “group source data” checked, the more aggregated the historical reference data:



For the optional dimensions, Project, Activity and so on, the default (none) dimensional value is found automatically.

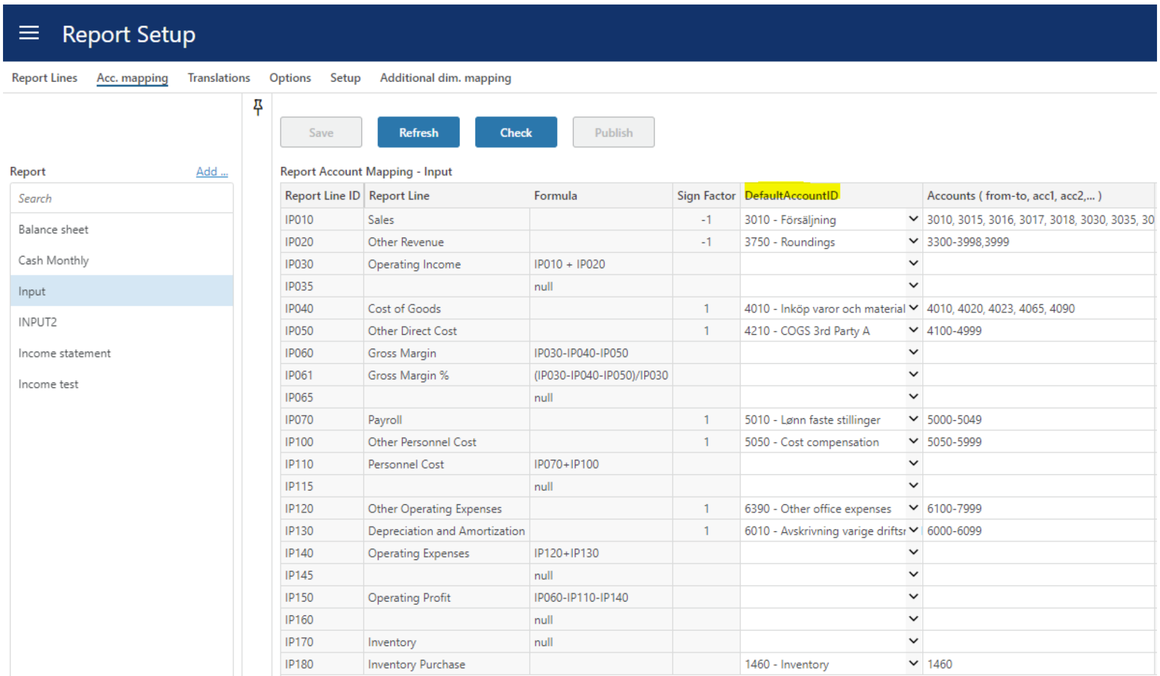
For the Department and Account dimensions, the following has to be set up:

In the “Base settings” table, the following options have to be set to FALSE in order to allow to uncheck “Group source data” for one or both of these dimensions:

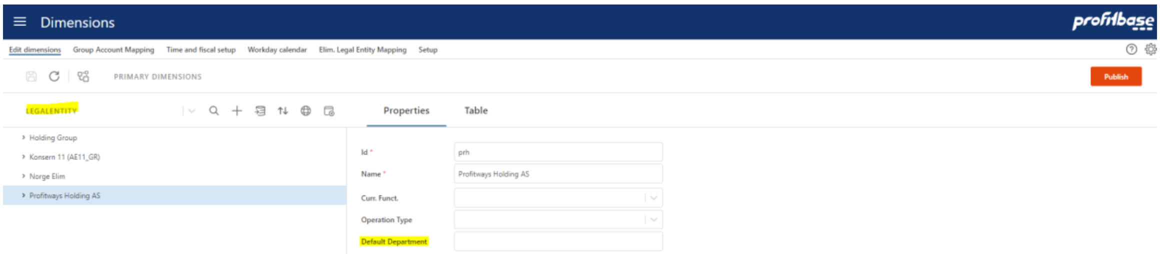


In addition, default values must be provided:

A default account per report line in the INPUT report must be defined. This is done in the "Report Setup" workbook:



A default department must be defined for each legal entity. This is done in the "Dimensions" workbook, selecting the Legal entity dimension:



Historical source data will be aggregated to the default account set up per report line and to the default department per legal entity. This applies to both the "Plan Overview" workbook and the account module.

Note, that despite this aggregation, it is still possible to detail the plan by adding new rows and selecting other dimensional members, but it allows for a compact plan from the outset, for example when planning long term and do not require details at every level.

All the other modules can also be used if required.

7. Local (company) account planning with the account module

Planning on group (corporate) accounts is default in the account module. In some cases, it may be desirable to plan on local (company) accounts instead, for example when no common group chart of accounts is established across the organization.

Planner supports the use of local accounts:

- Input can be done in the account module on local accounts
- Plan overview can display the input report in local accounts (if the organizational filter is within the boundary of a specific company) and group accounts at any other cross-company level

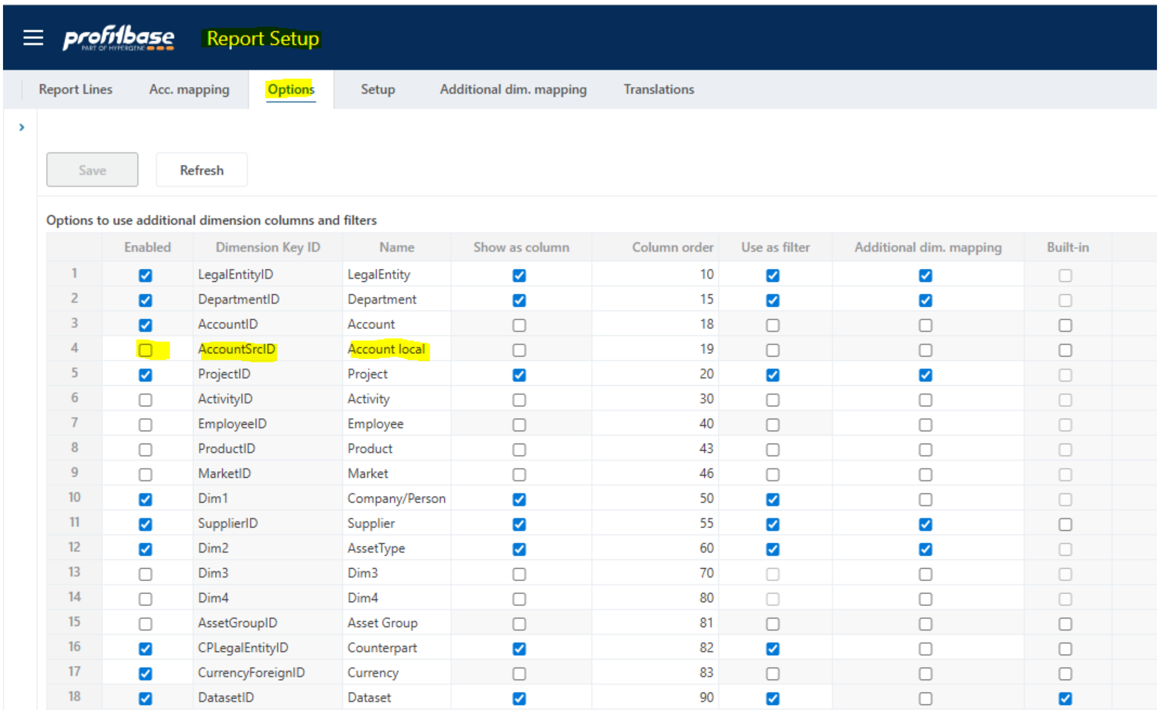
However, any financial settings (distribution keys, social cost, etc.) are always done at group accounts.

The support for local accounts requires the use of group account mapping, i.e. mapping between local (company) accounts and group accounts for all companies involved.

The local account id (AccountSrcID internally) must be unique across all companies. Best practice is to prefix the local account with the LegalEntityID, for example A.1234 for local account 1234 for company A.

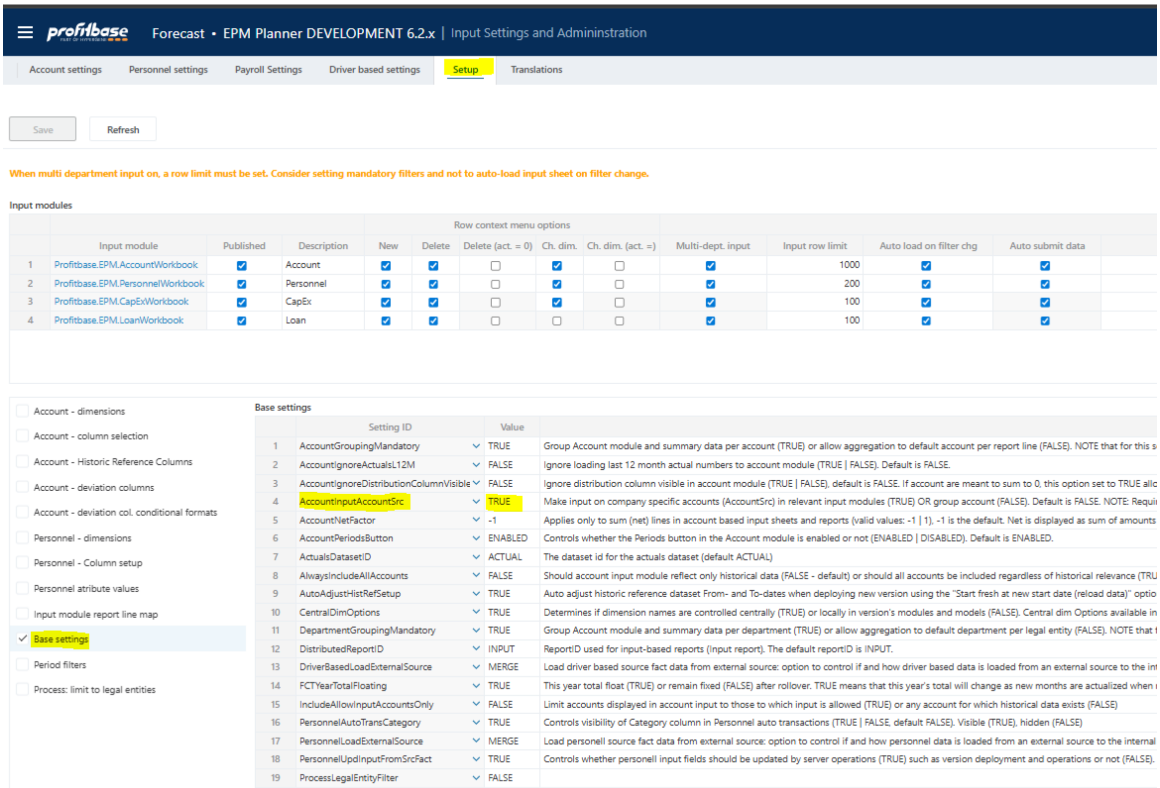
To plan on local accounts:

1. In the Options tab of Report setup workbook, enable the AccountSrc dimension:



	Enabled	Dimension Key ID	Name	Show as column	Column order	Use as filter	Additional dim. mapping	Built-in
1	☑	LegalEntityID	LegalEntity	☑	10	☑	☑	☐
2	☑	DepartmentID	Department	☑	15	☑	☑	☐
3	☑	AccountID	Account	☐	18	☐	☐	☐
4	☐	AccountSrcID	Account local	☐	19	☐	☐	☐
5	☑	ProjectID	Project	☑	20	☑	☑	☐
6	☐	ActivityID	Activity	☐	30	☐	☐	☐
7	☐	EmployeeID	Employee	☐	40	☐	☐	☐
8	☐	ProductID	Product	☐	43	☐	☐	☐
9	☐	MarketID	Market	☐	46	☐	☐	☐
10	☑	Dim1	Company/Person	☑	50	☑	☐	☐
11	☑	SupplierID	Supplier	☑	55	☑	☑	☐
12	☑	Dim2	AssetType	☑	60	☑	☑	☐
13	☐	Dim3	Dim3	☐	70	☐	☐	☐
14	☐	Dim4	Dim4	☐	80	☐	☐	☐
15	☐	AssetGroupID	Asset Group	☐	81	☐	☐	☐
16	☑	CPLegalEntityID	Counterpart	☑	82	☑	☐	☐
17	☑	CurrencyForeignID	Currency	☐	83	☐	☐	☐
18	☑	DatasetID	Dataset	☑	90	☑	☐	☑

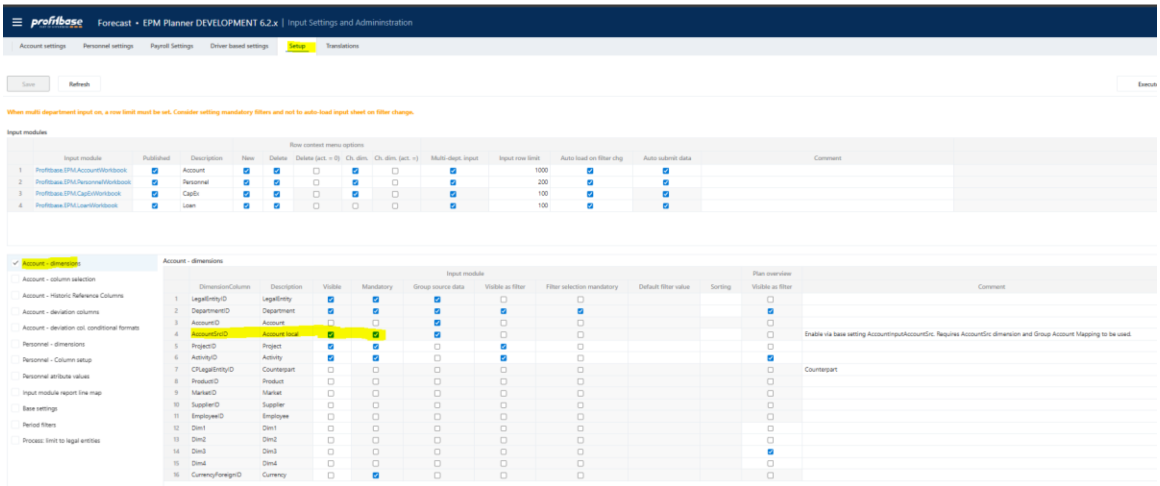
2. In the Input Settings and Administration workbook in relevant Planner version(s), set the following base setting to TRUE:



	Input module	Published	Description	Row context menu options: New	Delete	Delete (act. = 0)	Ch. dim.	Ch. dim. (act. =)	Multi-dept. input	Input row limit	Auto load on filter chg	Auto submit data
1	Profitbase.EPM.AccountWorkbook	☑	Account	☑	☑	☐	☑	☐	☑	1000	☑	☑
2	Profitbase.EPM.PersonnelWorkbook	☑	Personnel	☑	☑	☐	☑	☐	☑	200	☑	☑
3	Profitbase.EPM.CapExWorkbook	☑	CapEx	☑	☑	☐	☑	☐	☑	100	☑	☑
4	Profitbase.EPM.LoanWorkbook	☑	Loan	☑	☑	☐	☐	☐	☑	100	☑	☑

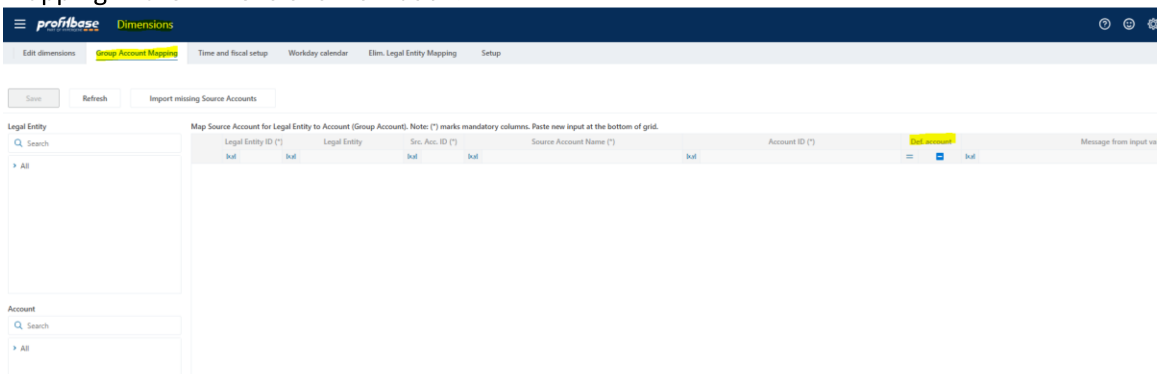
	Setting ID	Value	
1	AccountGroupingMandatory	TRUE	Group Account module and summary data per account (TRUE) or allow aggregation to default account per report line (FALSE). NOTE that for this s
2	AccountIgnoreActualsL12M	FALSE	Ignore loading last 12 month actual numbers to account module (TRUE | FALSE). Default is FALSE.
3	AccountIgnoreDistributionColumnVisible	FALSE	Ignore distribution column visible in account module (TRUE | FALSE), default is FALSE. If account are meant to sum to 0, this option set to TRUE allo
4	AccountInputAccountSrc	TRUE	Make input on company specific accounts (AccountSrc) in relevant input modules (TRUE) OR group account (FALSE). Default is FALSE. NOTE: Requi
5	AccountNetFactor	-1	Applies only to sum (net) lines in account based input sheets and reports (valid values: -1 | 1), -1 is the default. Net is displayed as sum of amounts
6	AccountPeriodsButton	ENABLED	Controls whether the Periods button in the Account module is enabled or not (ENABLED | DISABLED). Default is ENABLED.
7	ActualsDatasetID	ACTUAL	The dataset id for the actuals dataset (default ACTUAL)
8	AlwaysIncludeAllAccounts	FALSE	Should account input module reflect only historical data (FALSE - default) or should all accounts be included regardless of historical relevance (TRU
9	AutoAdjustHistRefSetup	TRUE	Auto adjust historic reference dataset From- and To-dates when deploying new version using the "Start fresh at new start date (reload data)" optio
10	CentralDimOptions	TRUE	Determines if dimension names are controlled centrally (TRUE) or locally in version's modules and models (FALSE). Central dim Options available in
11	DepartmentGroupingMandatory	TRUE	Group Account module and summary data per department (TRUE) or allow aggregation to default department per legal entity (FALSE). NOTE that t
12	DistributedReportID	INPUT	ReportID used for input-based reports (Input report). The default reportID is INPUT.
13	DriverBasedLoadExternalSource	MERGE	Load driver based source fact data from external source: option to control if and how driver based data is loaded from an external source to the int
14	FCTYearTotalFloating	TRUE	This year total float (TRUE) or remain fixed (FALSE) after rollover. TRUE means that this year's total will change as new months are actualized when
15	IncludeAllowInputAccountsOnly	FALSE	Limit accounts displayed in account input to those to which input is allowed (TRUE) or any account for which historical data exists (FALSE)
16	PersonnelAutoTransCategory	TRUE	Controls visibility of Category column in Personnel auto transactions (TRUE | FALSE, default FALSE). Visible (TRUE), hidden (FALSE)
17	PersonnelLoadExternalSource	MERGE	Load personell source fact data from external source: option to control if and how personnel data is loaded from an external source to the internal
18	PersonnelUpdInputFromSrcFact	TRUE	Controls whether personell input fields should be updated by server operations (TRUE) such as version deployment and operations or not (FALSE).
19	ProcessLegalEntityFilter	FALSE	

Setting AccountInputAccountSrc = TRUE will enable the AccountSrc dimension for the account module, i.e.:



If you open the account module, you should see the local account dimension.

3. Now, to get content in the local account dimension, establish the group account mapping in the Dimensions workbook:

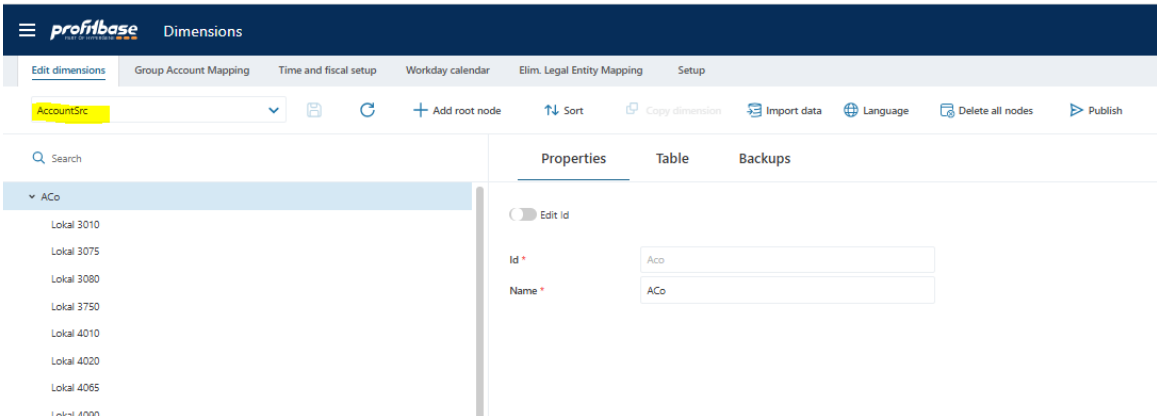


If any given company has multiple local accounts that map to the same group account, make sure to check which local account will act as the default account.

Click Save.

This will import the group account mapping to the AccountSrc dimension and publish it's content to the Planner version so that planning on local accounts can take place.

The AccountSrc dimension should never be edited manually, this is to be done via the group account mapping only. When browsing the AccountSrc dimension, a hierarchy of legal entity -> local account is seen, for example:



Note that property values SignFactor (-1, +1, etc), AccTypeID (PL, BAL, etc) and AllowInput (true, false) will always follow that of the associated group account.