

Profitbase AS

# Profitbase Planner

*Configuration and Operation*  
Driver based module

Profitbase

04.10.2021

Version 2.2

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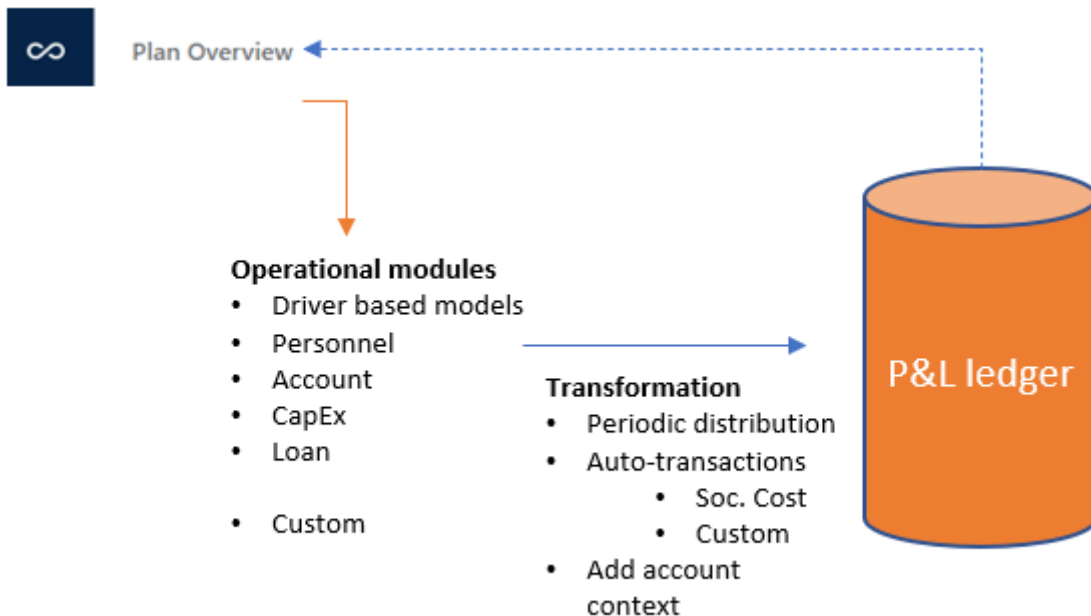
Date:	Version:	Changed by:	Changes:
29.05.2020	0.0	TN	Initial content
12.10.2020	1.0	TN	Revised
19.05.2021	2.0	TN	Revised for Planner v5
11.08.2021	2.1	TN	Added deviation columns
04.10.2021	2.2	TN	Revised for v5 final

## 1 Abstract, intended audience and pre-requisites

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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:

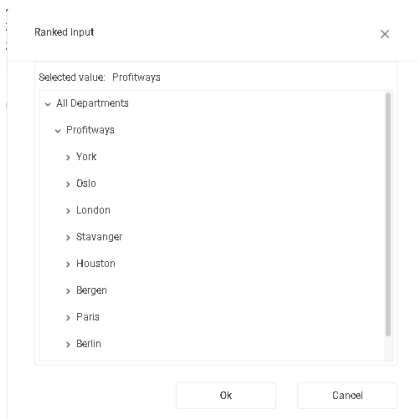
- Delete row

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

#### Driver based models

The driver based module uses as the name suggests a driver-based principle.

Multiple models consisting of measures may be defined. Common to all models is the definition of one of the measures as the driving measure for that model.

The screenshot shows the 'Product sales' interface for 'Stavanger (NOK) Sales' for the year 2020. The table lists various product lines and their sales volume across months from Jan 20 to Dec 20. The 'Measure' column is highlighted in yellow.

1	Total	Product	Market	Measure	FctAct:12M	Act:YTD 2020	For:YTD 2020	2020	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	
2	Total				\$	937	847	955	1 802	120	111	108	123	385				273	307	171	205
3	Profitways DIVision Core	Norway	Sales qty	\$	652	562	578	1 140	120	111	108	123	100	0	0	0	165	186	103	124	
4	Profitways DIVision Core	European Union	Sales qty	\$	23	23	377	400	0	0	0	0	23	0	0	0	108	121	67	81	
5	Profitways EDM <sup>3</sup>	Norway	Sales qty	\$	35	35	0	35	0	0	0	0	35	0	0	0	0	0	0	0	
6	Profitways EDM <sup>3</sup>	European Union	Sales qty	\$	56	56	0	56	0	0	0	0	56	0	0	0	0	0	0	0	
7	Profitways OutBack	Norway	Sales qty	\$	78	78	0	78	0	0	0	0	78	0	0	0	0	0	0	0	
8	Profitways OutBack	European Union	Sales qty	\$	89	89	0	89	0	0	0	0	89	0	0	0	0	0	0	0	
8	Profitways OutBack	U.S.A.	Sales qty	\$	4	4	0	4	0	0	0	0	4	0	0	0	0	0	0	0	

Examples of driving measures may be Sales quantity, Sales volume, FTE (Full Time Equivalents) and so on.

Click the icon to view the P&L transactions generated from the row in question.

Additional measures make up the detail model and may take direct input, be lookups to assumptions and calculations of other measures.

Click the icon for the row in question to view the detailed model.

Measures will render as rows of the model, for example:

The screenshot shows a detailed model for 'Profitways DIVision Core - European Union - Project A - Consolidation sales effort' for the year 2021. The table lists various measures and their values across months from Jan 21 to Dec 21. The 'Measure' column is highlighted in yellow.

1	Measure	Act LY	Actuals LY0M	Act:YTD 2021	Plan YTD 2021	2021	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Comment
2	Sales qty	0	0	0	1 000	1 000	200	175	150	125	100	75	50	25	25	25	25	25	
3	Sales price	0	0	0	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	
4	Incoming freight per unit	0	0	0	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	8 000.00	
5	Incoming Freight	0	0	0	8 000 000	8 000 000	1 600 000	1 400 000	1 200 000	1 000 000	800 000	600 000	400 000	200 000	200 000	200 000	200 000	200 000	
6	Commission %	0	0	0	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	1.0 %	
7	Commission	0	0	0	1 900 000	1 900 000	380 000	332 500	285 000	237 500	190 000	142 500	95 000	47 500	47 500	47 500	47 500	47 500	
8	Sales Income	0	0	0	183 900 000	183 900 000	36 780 000	32 182 500	27 585 000	22 987 500	18 390 000	13 792 500	9 195 000	4 587 500	4 587 500	4 587 500	4 587 500	4 587 500	
9	Cogs %	0	0	0	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	67.0 %	
10	Cogs	0	0	0	123 213 000	123 213 000	24 642 600	21 562 275	18 481 950	15 401 625	12 321 300	9 240 975	6 160 650	3 080 325	3 080 325	3 080 325	3 080 325	3 080 325	
11	Outgoing Freight	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12	Discount %	0	0	0	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	
13	Discount	0	0	0	-3 800 000	-3 800 000	-760 000	-665 000	-570 000	-475 000	-380 000	-285 000	-190 000	-95 000	-95 000	-95 000	-95 000	-95 000	
14	Gross margin	0	0	0	56 887 000	56 887 000	11 377 400	9 953 225	8 533 050	7 110 875	5 688 700	4 266 525	2 844 350	1 422 175	1 422 175	1 422 175	1 422 175	1 422 175	

For details on how to set up a model, refer to [Define models](#).

Measures to which a **distribution function** is associated is identified by the icon.

Note that it is possible to click the icon to view the distribution and any default distribution if it exists.

Distribution key														
Sales qty (Profitways DIVision Core - Norway)														
Default value														
Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21			
6.7 %	6.7 %	8.3 %	10.0 %	10.0 %	8.3 %	8.3 %	8.3 %	8.3 %	8.3 %	8.3 %	8.3 %			
Effective value														
Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Source		
6.7 %	6.7 %	8.3 %	10.0 %	10.0 %	8.3 %	8.3 %	8.3 %	8.3 %	8.3 %	8.3 %	8.3 %	Default		
													Use default	Close

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

Please refer to [Distribution keys](#) for details on distribution keys.

Measures that are **lookup to assumptions** are identified by the  icon.

Note that it is possible to click the icon to view the assumption values and to override the assumption values and reset to the default if overridden if the model allows.

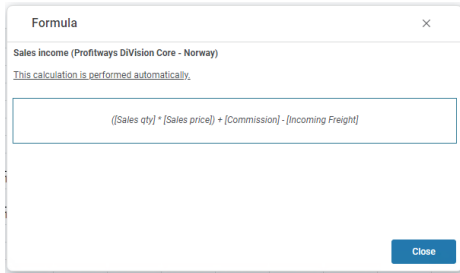
Assumption															
Sales price (Profitways DIVision Core - Norway)															
Default value															
2021	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21			
190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000			
Effective value															
2021	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Source		
190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	190 000	Default		
													Override	Use default	Close


An overridden assumption is marked by a blue left border indication: 

Please refer to [Assumptions](#) for details on assumptions.

Measures that are **calculations** are identified by the  icon.

Note that it is possible to click the icon to reveal the formula and a formula description if set:



A formula that is not executed automatically but requires the click on the “Recalculate” button is marked with a red left border indication: 

Please refer to [Define calculations](#) for details on calculations.

## Dimensionality

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The basic dimensionality of the driver based module is department, product, and market. Extra dimensionality may be added:

- Supplier
- Project
- Activity
- Counterpart
- Dimensions Dim1 to Dim4

For details on defining dimensionality, refer to [Define dimensionality](#).

## Historical references

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The models are preset with the last 12 months of actuals.

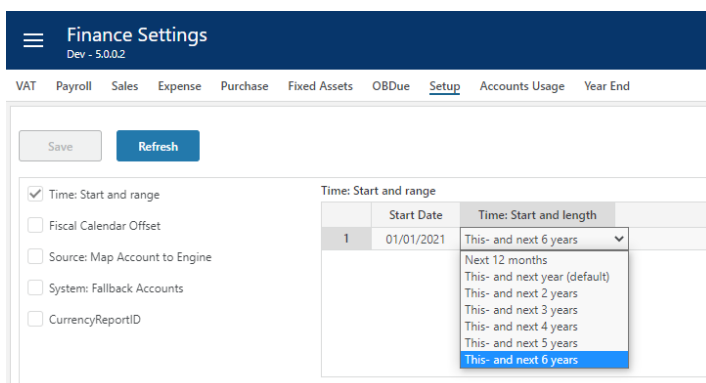
In addition to the above, up to 5 historic reference columns may be added as needed.

For details on defining historical reference columns, refer to [Define historical reference columns](#).

## Planning horizon

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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

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### 1.1.1 Source data

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The input module will be updated with source data when rolling forward.

Any new combinations that exist in the driver source fact data will automatically be processed into the input module and their last 12 months actuals updated.

Please refer to [Data management](#) for details.

### 1.1.2 Long term plan

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

## 4 Model configuration

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Driver based models are configured in the "Driver based modelling" workbook and the "Models" page.



Forecast • 5.0.0.4 | Driver based modelling profitbase

Models Measure Measure facts (driver) Dimension data

Save Refresh New... Open Apply... Process Delete... Check calc.

Product sales x

Product sales (ForecastSalesWorkbook) - Product sales Edit... Published

Consulting

Input model Assumptions Output Advanced - engine interface

Measure	Measure	Description	Description EN	Description NO	Driver	Input	Assumption	Calc.	Set	Calc. order	Total across periods	Rollup	Format	Style	Sorting	Set plan proposal
1	SalesQty	Sales qty	Sales qty	Antall solgte enheter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		10	
2	SalesUnitPrice	Sales price	Sales price	Enhetspris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, no decimals		20	
3	FreightInPerUnit	Incoming freight per unit	Incoming freight per unit	Inng. frakt per enhet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, 2 decimals		30	
4	FreightIn	Incoming Freight	Incoming Freight	Inng. frakt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		31	
5	CommissionPct	Commission %	Commission %	Kommisjon %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		32	
6	Commission	Commission	Commission	Kommisjon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		34	
7	Sales	Sales income	Sales income	Salgsinntekt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	Bold/Underline	38	
8	CostOfGoodsSoldPct	Cogs %	Cogs %	Vareforbruk %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		40	
9	CostOfGoodsSold	Cogs	Cogs	Vareforbruk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	Bold/Underline	50	
10	FreightOut	Outgoing freight	Outgoing freight	Utg. frakt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		40	
11	SalesDiscountPct	Discount %	Discount %	Rabatt %	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		65	
12	SalesDiscount	Discount	Discount	Rabatt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		66	
13	GrossMargin	Gross margin	Gross margin	Bruttoforjensete	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	Bold/Underline	70	

Dimensions	DimensionColumn	Description	Description EN	Description NO	VisibleInput	Mandatory
1	ActivityID	ActivityID_name	ActivityID_name	AktivitetID_Navn	<input type="checkbox"/>	<input type="checkbox"/>
2	Counterpart	Counterpart	Counterpart	Motpart	<input type="checkbox"/>	<input type="checkbox"/>
3	Dim1	Dim1Name	Dim1Name	Dim1Navn	<input type="checkbox"/>	<input type="checkbox"/>
4	Dim2	Dim2Name	Dim2Name	Dim2Navn	<input type="checkbox"/>	<input type="checkbox"/>
5	Dim3	Dim3Name	Dim3Name	Dim3Navn	<input type="checkbox"/>	<input type="checkbox"/>
6	Dim4	Dim4Name	Dim4Name	Dim4Navn	<input type="checkbox"/>	<input type="checkbox"/>
7	MarketID	Market	Market	Marked	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	ProductID	Product	Product	Produkt	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Column selection	Column Name	Description	Description EN	Description NO	VisibleWorksheet
1	L12M	Actuals L12M	Actuals L12M	Fak. siste 12	<input checked="" type="checkbox"/>
2	YTD	Act. YTD	Act. YTD	Fak. hittil	<input checked="" type="checkbox"/>
3	ROY	Plan YTG	Plan YTG	Plan,rest.år	<input checked="" type="checkbox"/>

Hist. ref. columns	Column Name	Dataset ID	From Date	To Date	Description	Description EN	Description NO	Visible

Deviation columns	Column Name	Description	Description EN	Description NO	Formula	Visible drivers	Visible details	Format

Multiple input models can be created and published to users. Select a model in the filter-list on the far left to activate buttons and display content.

## Input models

Select the "Input model" tab.

Forecast • 5.0.0.4 | Driver based modelling

Models Measure Measure facts (driver) Dimension data

Save Refresh New... Open Apply... Process

Product sales x

Product sales (ForecastSalesWorkbook) - Product sales Edit... Published

Consulting

**Input model** Assumptions Output Advanced - engine inter

Measure	Measure	Description	Description EN
1	SalesQty	Sales qty	Sales qty
2	SalesUnitPrice	Sales price	Sales price
3	FreightInPerUnit	Incoming freight per unit	Incoming freight pe
4	FreightIn	Incoming Freight	Incoming Freight

### 1.1.3 Create a new input model

To create a new model, click the "New ..." button.

In the following dialogue, enter a model id and a model default name.

The 'New' dialog box is titled 'New' and contains the following elements:

- Create new model** section:
  - ID (a-z, 0-9)**: A text input field.
  - Name**: A text input field.
- Copy from existing model** section:
  - A dropdown menu.
  - Copy model and settings
  - Copy data
- Buttons: **Confirm** and **Cancel**.

If relevant, select an existing model to copy from and select whether to copy only the model and settings or the input data as well.

Click “Confirm”.

The new model is created and displays in the filter list at the far left.

### 1.1.4 Process an input model

---

Processing a model will re-generate any P&L transactions from the model. This should be done if changes have been made to the model, its assumptions or output processing definitions such as account mapping.

Processing is done by clicking the “Process” button.

Note that processing is a potentially time-consuming operation depending on the amount of input data associated with the model.

### 1.1.5 Delete an existing input model

---

An input model can be deleted by clicking the “Delete ...” button.

In the following dialogue, select from the following options:

- “Delete data” - deletes any input data associated with the model
- “Delete model and settings” – deletes the complete model, its settings, and any associated input data.

The 'Delete' dialog box is titled 'Delete' and contains the following elements:

- (ForecastSalesWorkbook) - Product sales**
- Make selection and click Confirm.
- Checking the Delete model and settings option will delete the complete model including data.
- Delete data
- Delete model and settings
- Buttons: **Confirm** and **Cancel**.

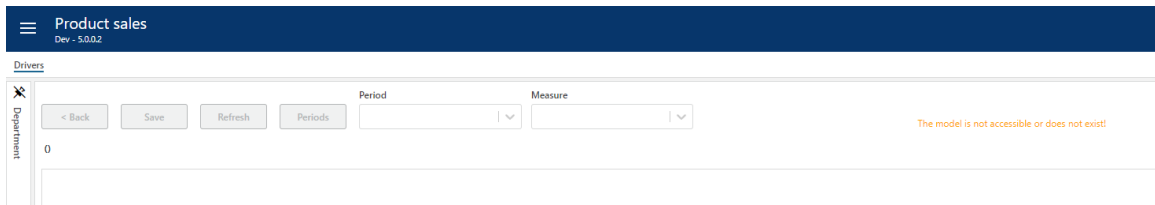
Note that deleting a model is a potentially time-consuming operation depending on the amount of input data associated with the model and the model will be processed to delete any associated P&L transactions.

## 1.1.6 Publish an input model

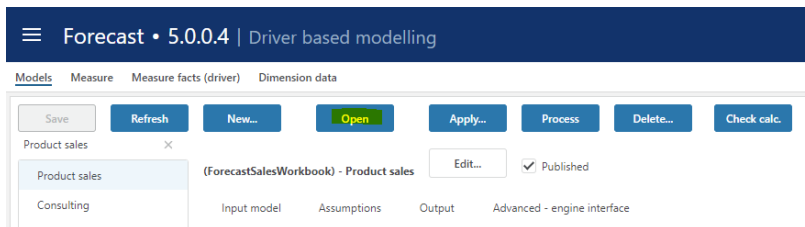
To publish a model, check the “Published” checkbox and click the “Save” button.

Conversely, to set a model offline, uncheck the “Published” checkbox and click the “Save” button.

A model that is not published, will not be editable by users accessing the model from the “Plan Overview” workbook.



It is, however, possible to open an unpublished model from the “Open” button:



## 1.1.7 Edit input model properties

Select the model to edit in the filter list at the far left.

The input models are defined in the following screen:

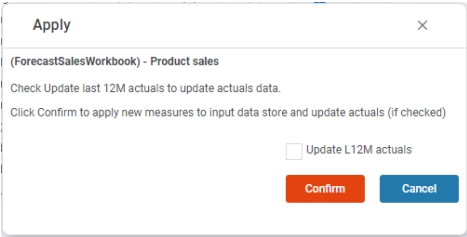
Measure	Measure	Description	Description EN	Description NO	Driver	Input	Assumption	Calc.	Set	Calc. order	Total across periods	Rollup	Format	Style	Sorting
1	SalesQty	Sales qty	Sales qty	Antall solgte enheter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		10
2	SalesUnitPrice	Sales price	Sales price	Enhetspris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, no decimals		20
3	FreightInPerUnit	Incoming freight per unit	Incoming freight per unit	Inng. frakt per enhet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, 2 decimals		30
4	FreightIn	Incoming Freight	Incoming Freight	Inng. frakt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		31
5	CommissionPct	Commission %	Commission %	Kommisjon %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		32
6	Commission	Commission	Commission	Kommisjon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		34
7	Sales	Sales income	Sales income	Salgsinntekt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverline	38
8	CostOfGoodsSoldPct	Cogs %	Cogs %	Vareforbr. %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		40
9	CostOfGoodsSold	Cogs	Cogs	Vareforbruk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverline	50
10	Outgoing Freight	Outgoing Freight	Outgoing Freight	Utg. frakt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		60
11	SalesDiscountPct	Discount %	Discount %	Rabatt %	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		65
12	SalesDiscount	Discount	Discount	Rabatt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		66
13	GrossMargin	Gross margin	Gross margin	Bruttofortjeneste	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverUnderline	70

Column	Description
Measure	The MeasureID. Mandatory. Select from list. For details on adding a new measure, refer to <a href="#">Define measures</a> .
Description	The measure's default description.
Description EN	The measure's English translation.
Description NO	The measure's Norwegian translation.
Driver	The measure is the driver (checked). Note that while a single driver per model is most common, more than one measure per model can actually be a driver.
Input	The measure is open for input (checked) or not (unchecked). Note that if the measure is also a lookup (checked), the measure will not be open for input until the user has chosen to override the default lookup assumption value.
Lookup	The measure attains its value from a lookup assumption. For details on maintain assumption settings, refer to <a href="#">Assumptions</a> . Note that if the measure is also open for input (checked), the user will have the opportunity to override the default lookup assumption value. A lookup measure will be read-only if not open for input.
Calc	Read-only indicator that the measure is calculated (checked) or not (unchecked). A measure that is a calculation is read-only. Note that calculations are performed in the sequence indicated by the Sorting column.
Calc. order	For back-end (sql) calculations, the default order of calculation is the sorting, i.e. that it is assumed that no measure with a low sorting rely on a calculation with a higher sorting (further down in the model). If this is not the case, the Calc order may be used to override this sequence.
Set	Action link that open a calculation pop-up in which calculation formulae and optional verbal calculation explanations are maintained. For details on defining calculations, refer to <a href="#">Define calculations</a> .
Total across periods	Defines how year-totals are calculated from the monthly values (Sum   Average). Select from list. Note that the average is an arithmetic average.
Rollup	Defines how the measure is to be rolled up to aggregate organizational levels (Sum   Average). Select from list. Note that the average is an arithmetic average.
Format	The number display format. Select from list.
Style	The style of the measure row. Select from list.
Sorting	Sort sequence. Controls the display order and also the default calculation sequence.
Comment	Optional comment.
Excl. from trans.	Input models are diverse and often contain measures that are not relevant as transactions, for example pure visual calculations. To avoid irrelevant measures from being processed as transactions, check the "Excl. from trans." Column for the measures in question.

To delete a measure from a model, right-click the measure and select one of the options:

- Delete from data – the measure will remain in the model, but any input data associated with it will be deleted.
- Delete from model (incl data) – the measure is deleted from the model and so is the input data associated with it.

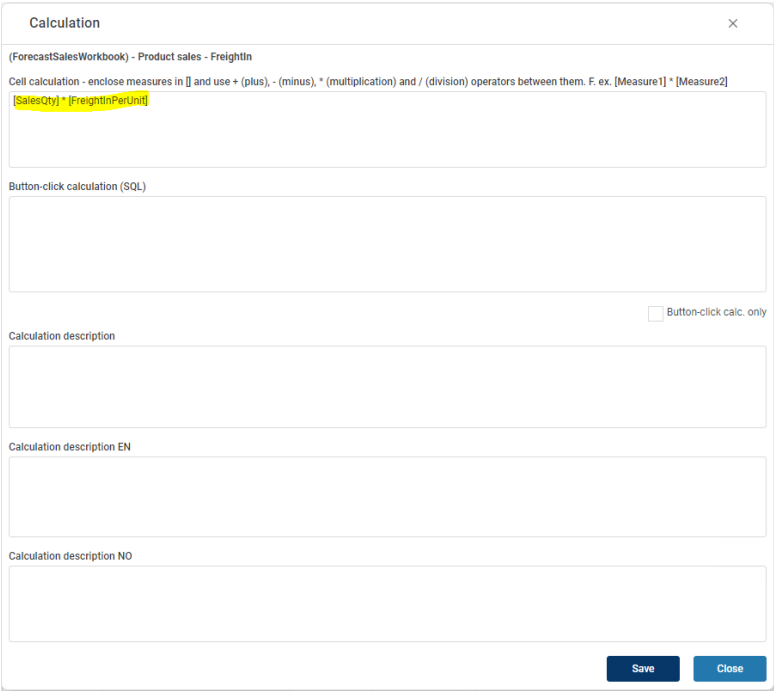
Unless the changes made are minor (change style or format), the model changes should be applied. This is done by clicking the “Apply ...” button that will reveal a dialogue in which one can opt for updating any historical reference content by checking the “Update L12M actuals”:



If the changes made also will reflect on the P&L transactions produced, the model should also be processed. This is done by clicking the “Process ...” button.

**1.1.8 Define calculations**

Access the calculation pop-up by clicking the “Set” action link for a measure in the input model setup to reveal the following dialogue:



There are two types of calculations:

- Cell-calculations: simple arithmetic calculations (+ - \* /) between measures of a model. These calculations are performed automatically, as-you-type, when editing data in the input model.

Note that when defining the cell-calculation formula, the measures are defined by the measure id enclosed in square brackets, for example [SalesQty] \* [SalesUnitPrice].

- Button-click calculations: more complex calculations involving for example conditionals. Such calculations are defined as sql statements and will not calculate automatically, as-

you-type, when editing data in the input model. These calculations will require the click of a button to execute, specifically the “Recalculate” button.

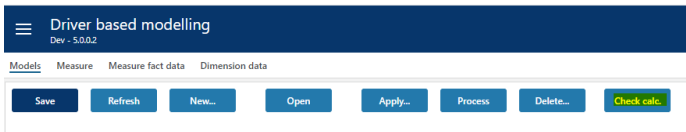
In the calculation dialogue, one can also enter more elaborate descriptions using the “Calculation description” fields.

Note that the calculations that are button-click, are indicated with a red left border and that the calculation formula (cell-calculation only) and calculation description will be displayed when clicking the calculation symbol.

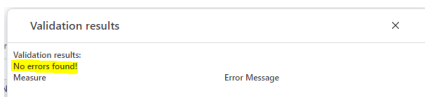
The screenshot shows a spreadsheet titled 'Sales details' for 'Profiteers Division Core - Norway'. A 'Formula' dialog box is open over the 'Commission' row (row 7). The dialog contains the text: 'Commission (Profiteers Division Core - Norway)' and 'This calculation is performed automatically.' Below this, the formula is displayed as  $(Sales\ qty) * (Sales\ price) * (Commission\ \%)$ . The spreadsheet table below has the following data:

Measure	FctAct12M	Act.YTD 2020	Fac.YTD 2020	2020	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Comment
1																	
2 Sales qty	#	652	562	578	1 140	120								186	103	124	
3 Sales price	€	0	0	185 000	185 000	0								0 000	190 000	190 000	
4 Incoming freight per unit	€	0	0	0	0	0								0	0	0	
5 Incoming freight	€	0	0	0	0	0								0	0	0	
6 Commission %	%	0	0	1.0 %	1.0 %	0								1.0 %	1.0 %	1.0 %	
7 Commission	€	0	0	1 063 107	1 063 107	0								14 414	156 107	235 220	
8 Sales income	€	0	0	107 373 821	107 373 821	0								15 843	19 866 821	23 768 186	
9 Cogs %	%	0	0	67.0 %	67.0 %	0								67.0 %	67.0 %	67.0 %	
10 Cogs	€	0	0	71 940 460	71 940 460	0								9 815	13 270 570	15 924 684	
11 Outgoing freight	€	0	0	0	0	0								0	0	0	
12 Discount %	%	0	0	2.0 %	2.0 %	0								2.0 %	2.0 %	2.0 %	
13 Discount	€	0	0	-2 126 214	-2 126 214	0								-8 829	-392 214	-470 057	
14 Gross margin	€	0	0	33 307 147	33 307 147	0								9 313 066	10 477 200	6 144 037	7 372 844

Make sure to validate that the calculations used actually work before publishing the model. This can be done using the “Check calc.” button:



Any errors will be reported and must be corrected. The following shows a no-errors situation:



### 1.1.9 Define dimensionality

The dimensionality of a model is defined in the following table:

Forecast • 5.0.0.4 | Driver based modelling

Models Measure Measure facts (drivers) Dimension data

Save Refresh New... Open Apply... Process Delete... Check calc.

Product sales x

(ForecastSalesWorkbook) - Product sales Edit... Published

Consulting

Input model Assumptions Output Advanced - engine interface

Measure	Measure	Description	Description EN	Description NO	Driver	Input
1	SalesQty	Sales qty	Sales qty	Antall solgte enheter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	SalesUnitPrice	Sales price	Sales price	Ehelspris	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	FreightInPerUnit	Incoming freight per unit	Incoming freight per unit	Inng. frakt per enhet	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	FreightIn	Incoming Freight	Incoming Freight	Inng. frakt	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	CommissionPct	Commission %	Commission %	Kommisjon %	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Commission	Commission	Commission	Kommisjon	<input type="checkbox"/>	<input type="checkbox"/>
7	Sales	Sales income	Sales income	Salgsinntekt	<input type="checkbox"/>	<input type="checkbox"/>
8	CostOfGoodsSoldPct	Cogs %	Cogs %	Vareforbr. %	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	CostOfGoodsSold	Cogs	Cogs	Vareforbruk	<input type="checkbox"/>	<input type="checkbox"/>
10	FreightOut	Outgoing Freight	Outgoing Freight	Utg. frakt	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	SalesDiscountPct	Discount %	Discount %	Rabatt %	<input type="checkbox"/>	<input type="checkbox"/>
12	SalesDiscount	Discount	Discount	Rabatt	<input type="checkbox"/>	<input type="checkbox"/>
13	GrossMargin	Gross margin	Gross margin	Bruttoforjeneste	<input type="checkbox"/>	<input type="checkbox"/>

DimensionColumn	Description	Description EN	Description NO	VisibleInput	Mandatory
1	<a href="#">ActivityID</a>	ActivityID_Name	AktivitetID_Navn	<input type="checkbox"/>	<input type="checkbox"/>
2	<a href="#">CPLegalEntityID</a>	Counterpart	Motpart	<input type="checkbox"/>	<input type="checkbox"/>
3	<a href="#">Dim1</a>	Dim1Name	Dim1Navn	<input type="checkbox"/>	<input type="checkbox"/>
4	<a href="#">Dim2</a>	Dim2Name	Dim2Navn	<input type="checkbox"/>	<input type="checkbox"/>
5	<a href="#">Dim3</a>	Dim3Name	Dim3Navn	<input type="checkbox"/>	<input type="checkbox"/>
6	<a href="#">Dim4</a>	Dim4Name	Dim4Navn	<input type="checkbox"/>	<input type="checkbox"/>
7	<a href="#">MarketID</a>	Market	Marked	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	<a href="#">ProductID</a>	Product	Produkt	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

The Department dimension is always mandatory whereas the Product and Market dimensions are default and normally mandatory in any model. Product and/or Market can, however, be omitted.

Column	Description
DimensionColumn	The dimension column id. Preset.
Description	The measure's default description.
Description EN	The measure's English translation.
Description NO	The measure's Norwegian translation.
VisibleInput	Indicates whether dimension is visible (checked) or not (unchecked) in the input sheet of the model.
Mandatory	Indicates whether user must select a value from the dimension drop down when adding a row (checked) or not (unchecked) to the input sheet of the model.
Comment	Optional comment

The dimensions are shared between models. If a dimension drop-down list of a certain model should not display a certain member, it can be excluded for that model by clicking the action link in the "DimensionColumn" column to reveal the following dialogue:

Dimension item exclusion x

(Sales2) - Consulting - ProductID

Dimension item to exclude	
1	Profitways DIVision Core ▼
2	Profitways EDM <sup>P</sup> ▼
3	Profitways OutBack ▼

Save Close

Add dimension members to excluded and click the "Save" button.

For details on dimension management, please refer to [Data management](#).

### 1.1.10 Define historical reference columns

The last 12 months of actuals will be included for measures where historical data exists.

There is a preset number of historical reference columns to choose from. The historic reference columns of a model is defined in the following table:

Measure	Measure	Description	Description EN	Description NO	Driver	Input	Assumption	Calc.	Set	Calc. order	Total across periods	Rollup	Format	Style	Sorting	Set plan proposal
1	SalesQty	Sales qty	Sales qty	Antall solgte enheter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals			10
2	SalesUnitPrice	Sales price	Sales price	Ehelspris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, no decimals			20
3	FreightsPerUnit	Incoming freight per unit	Incoming freight per unit	Inng. frakt per enhet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, 2 decimals			30
4	FreightsIn	Incoming Freight	Incoming Freight	Inng. frakt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals			31
5	CommissionPct	Commission %	Commission %	Kommisjon %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal			32
6	Commission	Commission	Commission	Kommisjon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals			34
7	Sales	Sales income	Sales income	Salgsinntekt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverline		38
8	CostOfGoodsSoldPct	COGS %	COGS %	Varerforbruk %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal			40
9	CostOfGoodsSold	COGS	COGS	Varerforbruk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverline		50
10	FreightOut	Outgoing Freight	Outgoing Freight	Utg. frakt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals			60
11	SalesDiscountPct	Discount %	Discount %	Rabatt %	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal			65

Historic ref. columns	Column Name	Dataset ID	From Date	To Date	Description	Description EN	Description NO	Visible
1	Historic1	Actual	01/01/2021	12/31/2021	Actual LY	Actual LY	Fak i fjor	<input checked="" type="checkbox"/>

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
Description	The column default name
Description EN	The column's English translation
Description NO	The column's Norwegian translation
Visible	Indicates that the column is visible in the input sheet for the model or not (checked   unchecked)

For maintaining source fact data, please refer to [Data management](#).

### 1.1.11 Define deviation columns

There is a preset number of deviation (calculated) columns to choose from. The deviation columns of a model is defined in the following table:



Forecast • 5.0.0.4 | Driver based modelling profitbase

Models Measure Measure facts (driver) Dimension data

Save Refresh New... Open Apply... Process Delete... Check calc.

Product sales (ForecastSalesWorkbook) - Product sales Edit... Published

Input model Assumptions Output Advanced - engine interface

Measure	Measure	Description	Description EN	Description NO	Driver	Input	Assumption	Calc.	Set	Calc. order	Total across periods	Rollup	Format	Style	Sorting	Set plan proposal
1	SalesQty	Sales qty	Sales qty	Antall solgte enheter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		10	<input type="checkbox"/>
2	SalesUnitPrice	Sales price	Sales price	Enhetspris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Number, no decimals		20	<input type="checkbox"/>
3	FreightInPerUnit	Incoming freight per unit	Incoming freight per unit	Inng. frakt per enhet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, 2 decimals		30	<input type="checkbox"/>
4	FreightIn	Incoming freight	Incoming freight	Inng. frakt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		31	<input type="checkbox"/>
5	CommissionPct	Commission %	Commission %	Kommisjon %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		32	<input type="checkbox"/>
6	Commission	Commission	Commission	Kommisjon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		34	<input type="checkbox"/>
7	Sales	Sales income	Sales income	Salgsinntekt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverline	38	<input type="checkbox"/>
8	CostOfGoodsSoldPct	Cogs %	Cogs %	Vareforbr. %	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Average	Average	Percentage, 1 decimal		40	<input type="checkbox"/>
9	CostOfGoodsSold	Cogs	Cogs	Vareforbruk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverline	50	<input type="checkbox"/>
10	FreightOut	Outgoing freight	Outgoing freight	Utg. frakt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals		40	<input type="checkbox"/>
11	SalesDiscountPct	Discount %	Discount %	Rabatt %	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Average	Average	Percentage, 1 decimal		65	<input type="checkbox"/>
12	SalesDiscount	Discount	Discount	Rabatt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Sum	Sum	Number, no decimals		66	<input type="checkbox"/>
13	GrossMargin	Gross margin	Gross margin	Bruttoforjensete	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sum	Sum	Number, no decimals	BoldOverUnderline	70	<input type="checkbox"/>

Dimension	DimensionColumn	Description	Description EN	Description NO	Visible	Mandatory
1	ActivityID	ActivityID_name	ActivityID_name	AktivitetID_Navn	<input type="checkbox"/>	<input type="checkbox"/>
2	CounterpartID	Counterpart	Counterpart	KjøperID	<input type="checkbox"/>	<input type="checkbox"/>
3	Dim1	Dim1Name	Dim1Name	Dim1Navn	<input type="checkbox"/>	<input type="checkbox"/>
4	Dim2	Dim2Name	Dim2Name	Dim2Navn	<input type="checkbox"/>	<input type="checkbox"/>
5	Dim3	Dim3Name	Dim3Name	Dim3Navn	<input type="checkbox"/>	<input type="checkbox"/>
6	Dim4	Dim4Name	Dim4Name	Dim4Navn	<input type="checkbox"/>	<input type="checkbox"/>
7	MarketID	Market	Market	Marked	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	ProductID	Product	Product	Produkt	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Column selection	Column Name	Description	Description EN	Description NO	Visible
1	L12M	Actuals L12M	Actuals L12M	Fak. siste 12	<input checked="" type="checkbox"/>
2	YTD	Act. YTD	Act. YTD	Fak. hittil	<input checked="" type="checkbox"/>
3	ROY	Plan YTD	Plan YTD	Plan, rest år	<input checked="" type="checkbox"/>

Column Name	Dataset ID	From Date	To Date	Description	Description EN	Description NO	Visible
1	Historic1	Actual	01/01/2021	12/31/2021	Actual LY	Actual LY	Fak. i fjor <input checked="" type="checkbox"/>

Column Name	Description	Description EN	Description NO	Formula	Visible drivers	Visible details	Format

Column	Description
Column Name	The internal deviation column id, Deviation1, Deviation2.
Formula	See * below
ColumnName_Description	The column's default name
ColumnName_Description_EN	The column's English translation
ColumnName_Description_NO	The column's Norwegian translation
Visible drivers	Indicates that the column is visible in the driver page or not (checked   unchecked)
Visible details	Indicates that the column is visible in the driver details (pop up) page or not (checked   unchecked)
Format	The number format that the calculated deviation will display, 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]

### 1.1.12 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 and selected / unselected individually per model:

The screenshot shows the 'Forecast + 5.0.0.4 | Driver based modelling' interface. The main table lists 13 measures for 'Product sales'. Key measures include SalesQty, SalesUnitPrice, FreightInPerUnit, CommissionPct, Sales, CostOfGoodsSoldPct, FreightOut, SalesDiscountPct, SalesDiscount, and GrossMargin. Each measure has a 'Set plan proposal' checkbox, with values like 10, 20, 30, 31, 32, 34, 40, 50, 60, 65, 66, and 70.

### Define measures

A set of measures is included when Planner is deployed. New measures may be added as needed.

Measure are defined in the “Measure” page:

The screenshot shows the 'Measure fact data' configuration page. It lists 10 measures: AccountsPayable, AccountsReceivable, AssetLineOfCredit, AvailableHours, BadDebt, Bonus, BonusAccrued, CashLineOfCredit, Commission, and CommissionPct. Each measure has a 'Can have plan proposal' checkbox, which is checked for all listed measures.

Column	Description
Measure	Measure id. Mandatory. <ul style="list-style-type: none"> <li>- Attempts to use special characters when adding a new measure (non a-z, 0-9) will result in an error message.</li> <li>- Attempts to delete a measure that is in use in models and/or assumptions and settings will result in an error message</li> </ul>
Description	Default measure name. Optional. The name will typically be set when adding the measure to a model.
EN	English measure name. Optional. The name will typically be set when adding the measure to a model.
NO	Norwegian measure name. Optional. The name will typically be set when adding the measure to a model.
In use	Mandatory, default checked. Indicates whether measure is in use (checked) or not (unchecked). A measure that is not in use, will not be available for selection when adding measures to a model.

Is assumption	Mandatory, default unchecked. Indicates whether measure is an assumption (checked) or not (unchecked). A measure that is not an assumption, will not be available for selection when defining assumptions.
Has currency	Mandatory, default unchecked.
Total across periods	Mandatory, default Sum. Select from list. The value is used for calculating rest of year and next year totals correctly for lookup values (assumptions).
Format	Mandatory, default "Number, no decimals". Select from list. The value is used for displaying lookup values (assumptions) in the correct format when defining assumptions.
Can have plan proposal	Plan proposals can be made for any measure of type input in a given model that also has a check in this column. Default is checked (true).
Comment	Optional comment.
Owned by	"\$System" for measures that initially came with the system. The user id for the user that added the measure for measures added to the solution post-deployment.

## Attach module to input report

The module can be attached to the action link button of one or more report lines of the "Plan Overview" report:

To attach the module to a report line, go to the "Setup" page of the "Input settings and administration" workbook:

Column	Description
Departm.	Source department. Ranked input. Mandatory.

	Through the use ranked input (high level selection), different modules may attach to a given report line for different part of the department dimension (organization).
Report Line ID	Report line to which input module is to attach. Select from list. Mandatory.
Input module	Input module to attach. Select from list. Mandatory.

## Additional input filters (slicers)

Department is a standard filter (slicer). In addition, there is an option to include Project and/or Activity as additional input filters (slicers).

The configuration for this is found in the “Setup” page of the “Input Settings and Administration” Workbook:

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

Column	Description
Filter	Available filter, limited to Project and Activity
Visible	Makes filter visible (checked) or not visible (unchecked)
Name	The filter’s default name as displayed in the workbook
Name EN	The filter’s English translation as displayed in the workbook
Name NO	The filter’s Norwegian translation as displayed in the workbook

The additional filters appear in the right section of the workbook:

Product	Market	ProjectID_Name	ActivityID_Name	Measure	Act LY	Actuals LY2M	Act.YTD 2021	Plan YTD 2021	2021	2022	2023	2024	2025	2026	2027
1 Total				\$	0	0	0	1 000	1 000	216	189	162	135	108	81
2 Profitways Division Core	European Union	Project A	Consolidation sales effort	Sales qty	0	0	0	1 000	1 000	200	175	150	125	100	75
3 Profitways Division Core	European Union	Project B	Consolidation sales effort	Sales qty	0	0	0	80	80	16	14	12	10	8	6

## 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:

Period filter	Visible	Default	Sorting	Comment
1 2021	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1 This fiscal year	
2 2022	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2 Next fiscal year	
3 Jan 2021 - Dec 2022	<input type="checkbox"/>	<input type="checkbox"/>	3 Next 12 months	
4 2021 - 2022	<input type="checkbox"/>	<input type="checkbox"/>	4 This fiscal year and next fiscal year	
5 2023 - 2027	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5 Beyond next fiscal year	

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

## Access to models

By default, the access set up for the Driver based workbook applies to all driver based models as they all shar the same workbook.

If needed, access to an individual model can be limited to a specific access group of the Default category by clicking the Edit button:

The screenshot shows the 'Forecast • 5.0.0.4 | Driver based modelling' interface. A table of measures is visible, and an 'Edit' dialog box is open over it. The dialog box contains the following fields:

- Description: Product sales
- Description EN: Product sales
- Description NO: Produktsalg
- Access group: (highlighted in yellow)

Buttons for 'Save' and 'Cancel' are at the bottom of the dialog box.

## 5 Settings

Driver based models are configured in the “Driver based modelling” workbook and the “Models” page.

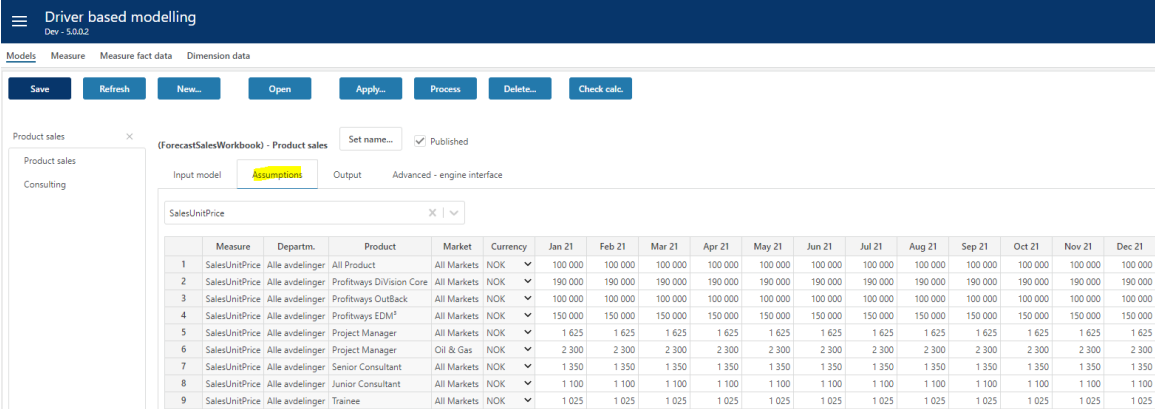
The screenshot shows the 'Driver based modelling' interface with the 'Models' page active. It displays a table of measures and dimensions. The 'Models' table has columns for Measure, Description, Description EN, Description NO, Driver, Input, Assumption, Calc., Set, Calc. order, Total across periods, Rollup, Format, Style, and Sorting. The 'Dimensions' table has columns for DimensionColumn, Description, Description EN, Description NO, VisibleInput, and Mandatory. The 'Hist. ref. columns' table has columns for Column Name, Dataset ID, From Date, To Date, Description, Description EN, Description NO, and Visible.

Multiple input models can be created and published to users. Select a model in the filter-list on the far left to activate buttons and display content.

## Assumptions

Assumptions are lookup value and should exist for any measure that is defined as a lookup. For a measure to be eligible for assumptions, it must be defined as an assumption measure, see [Define measures](#) for details.

Assumptions are maintained in the “Assumptions” tab:



Select a measure from the dropdown list. The currently existing assumptions will display. Maintain assumption values as needed. To see the effect of any change, click Save and the Process for the model in question.

Assumptions are common across models.

Column	Description
Measure	Measure to which the assumption is attached. Automatically set based on filter dropdown selection. Mandatory.
Departm.	Source department. Ranked input. Mandatory.
Product	Source product. Ranked input. Mandatory. Note that if the Product dimension is not visible in the model, any relevant assumption must be defined for the All product level.
Market	Source market. Ranked input. Mandatory. Note that if the Market dimension is not visible in the model, any relevant assumption must be defined for the All market level.
Currency	Currency for assumption values. Mandatory for measures that have currency, see <a href="#">Define measures</a> for details.  Note that if there exist legal entities having different home currencies, assumptions must exist for each of the currencies, i.e. there will be no currency conversion when the lookup is done. For legal entity A with home currency EUR, it is expected that an assumption set with currency EUR exists for the lookup to return values.
Monthly period columns	Numeric lookup values for individual months. Column headings will be dynamic and will change as plan rolls forward.
NY Plus 1– NY Plus 5 columns	Numeric lookup values for years beyond next year. Column headings will be dynamic and will change as plan rolls forward. Applicable if long-term planning is done.

Please note that the assumption table will roll forward in time in accordance with the plan rolling forward.

### Distribution keys

Distribution keys are specified by the combination of the department, product, and market 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.

Distribution keys are maintained in the “Output” tab:

Column	Description
Department	Source department. Ranked input. Mandatory
Product	Source product. Ranked input. Mandatory. Note that if the Product dimension is not visible in the model, any relevant assumption must be defined for the All product level.
Market	Source market. Ranked input. Mandatory. Note that if the Market dimension is not visible in the model, any relevant assumption must be defined for the All market level.
Measure	Source measure. Select from list. 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.

## Measure to account mapping

For every model, any measure that is expected to generate a P&L transaction must be mapped to an account.

The measure to account mapping is maintained in the “output” tab:

Column	Description
Department	Source department. Ranked input. Mandatory.
Product	Source product. Ranked input. Mandatory. Note that if the Product dimension is not visible in the model, any relevant assumption must be defined for the All product level.



Market	Source market. Ranked input. Mandatory. Note that if the Market dimension is not visible in the model, any relevant assumption must be defined for the All market level.
Measure	Source measure. Select from list. Mandatory.
Account	The target account, i.e. that account that the generated P&L transaction will be tied to.
Comment	Optional comment

## 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.

The target department will always be the same as the input or source department.

The auto transactions are maintained in the “Output” tab:

The screenshot shows the 'Driver based modelling' interface with the 'Output' tab selected. It displays a table of 'Auto transactions' with columns for Department, Product, Market, Measure, Value, Operator, Condition, and Account. Two transactions are listed:

Department	Product	Market	Measure	Value	Operator	Condition	Account
Alle avdelinger	Profifways DIVision Core	All Markets	Sales income	-1	*		7999 - Miscellaneous cost
All Departments	Profifways DIVision Core	All Markets	Sales qty	50	*		6510 - Tools

Column	Description
Department	Source department. Ranked input. Mandatory
Product	Source product. Ranked input. Mandatory. Note that if the Product dimension is not visible in the model, any relevant assumption must be defined for the All product level.
Market	Source market. Ranked input. Mandatory. Note that if the Market dimension is not visible in the model, any relevant assumption must be defined for the All market level.
Measure	Source measure. Mandatory. Select from list.
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% o 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: <ul style="list-style-type: none"> <li>- Month() &gt; 6 indicating that rule will be executed only for transactions with a transaction date with month number greater than 6 (June)</li> <li>- CurrentPeriodValue() &gt; 1000 indicating that rule will be executed if value currently processed is greater than 1000</li> </ul> Operators: <ul style="list-style-type: none"> <li>- Equality: ==</li> <li>- Greater than or equal to: &gt;=    Greater than: &gt;</li> <li>- Less than or equal to: &lt;=    Less than: &lt;</li> <li>- Logical and: &amp;&amp;</li> <li>- Logical or:   </li> </ul>

Account	Mandatory. The account that the target transaction will have.
Comment	Optional comment.

## Advanced – engine interface (optional)

Please note that this is an advanced topic that requires in depth knowledge of the Profitbase Planner financial engines.

All output transactions from the models (i.e. those mapped to an account plus those being produced by auto transaction) will be candidates for processing through the financial engines for balance and cash flow.

By default, all measure values are mapped to the Amount field of the transaction table. The transaction table does, however, contain several additional columns that may be desirable to use in certain circumstances to obtain a specific behavior from the financial engine.

At the same time, some output measures may not be desirable to send through the financial engines and should be explicitly excluded.

This can be done in the “Advanced – engine interface” tab (note: has no effect on what is displayed in the “Plan Overview” workbook):

The screenshot shows the 'Advanced - engine interface' configuration screen for 'Product sales' in the 'ForecastSalesWorkbook'. The interface includes a sidebar with 'Product sales' and 'Consulting' models. The main area is titled '(ForecastSalesWorkbook) - Product sales' and has a 'Published' checkbox. Below are two tables for configuration.

**P&L trans. - override default mapping of measures to transaction columns. NOTE: applies to P&L transactions from acc. mapping only (not auto transactions)**

	Measure -> P&L transaction	Measure	Transaction column	Comment
1	Sales income	Cogs %	CogsPctOvr	
2	Sales income	Sales income	Amount	
3	Sales income	Sales qty	Qty	
4	Discount	Discount	Amount	
5	Discount	Sales qty	Qty	

**Exclude measures from engine**

	Measure	Exclude from engine completely	Exclude auto trans. only from engine	Comment
1	Cogs	<input type="checkbox"/>	<input type="checkbox"/>	
2	Incoming Freight	<input type="checkbox"/>	<input type="checkbox"/>	

Column	Description
Measure -> P&L transaction	Output P&L transaction stemming from the account mapping. Mandatory. Select from list.
Measure	Model measure to obtain value from. Mandatory. Select from list.
Transaction column	Transaction column to map measure value to. Mandatory. Select from list.
Comment	Optional comment.

### 1.1.13 Override default mapping of measures to transaction columns

In stead of the default mapping of measure value to transaction table Amount field, the mapping can explicitly set. As shown in the example above, for the output transaction of the Sales income measure:

- measure value from “Cogs %” is mapped to transaction column “CogsPctOvr”
- measure value from “Sales income” is mapped to transaction column “Amount”
- measure value from “Sales Qty” is mapped to transaction column “Qty”

The values are taken from the same model based on equality of dimensions and time.

### 1.1.14 Exclude measures from engine.

If certain output transactions are to be excluded from the financial engines altogether, this can be achieved in the “Exclude measures from engine” table.

Column	Description
Measure	Measure output from the model either through the account mapping or the auto transactions. Mandatory. Select from list.
Exclude from engine completely	Any output transaction for selected measure will be excluded (checked).
Exclude auto trans. only from engine	Optional selection to single out only auto transactions stemming from selected measure to be excluded from engine.
Comment	Optional comment.

## 6 Data management

Data management comprises of dimension management and source fact data management.

The driver based module uses the department, product, and market dimensions with the optional addition of extra dimensions supplier, project, activity, counterpart and dim1 to dim4.

The driver based source fact data contains the historical data per measure for relevant dimension combinations.

### Dimensions

For the Product, Market and Supplier dimensions, a simple data input is available in the “Dimension data” tab:

This gives the opportunity of entering dimension data locally.

To do this, add data rows as required and click the “Save” button followed by the “Publish” button.

Please note that deleting dimension members for which input data exists will render those input rows without descriptions.

The dimensions are by default set up with a group level – column XYZGroup for XYZ dimension – this renders as a group level the dimension hierarchy.

Column	Description
XYZGroup	The group level
XYZID	The XYZ dimension ID. Mandatory.
XYZID_Name	The XYZ dimension ID name.

More dimensions are available in the Dimensions workbook:

Activity	ActivityID_Name	NO	EN
1 SalesConsolidation	Consolidation sales effort	Konsolidering - salgsstøtte	Consolidation sales effort
2 SalesInVisionRAD	InVision RAD sales effort	InVision RAD sales effort	InVision RAD sales effort
3 SalesLPM	LPM sales effort	LPM salgsstøtte	LPM sales effort
4 SalesPlanning	Planning sales effort	Planning - salgsstøtte	Planning sales effort

Maintain as appropriate, save the changes, and then click the “Publish” button to publish. The currently published dimension is rendered the tree view display in the right-most part of the screen.

## Source fact data

A simple input tool for maintaining historical data is available in the “Measure fact (driver)” page:

Dataset	Departm.	Product	Market	Supplier	Project	Activity	Dim1	Dim2	Dim3	Dim4	Cp LegalEntity	Measure	Value B.9	Year yyyy	Month 1-12
1 Actual	York	Profifways Division Core	Norway									AvailableHours	1	2021	1
2 Actual	York	Profifways Division Core	Norway									Bonus	1	2021	1
3 Actual	York	Profifways Division Core	Norway									CommissionPct	1	2021	1
4 Actual	York	Profifways Division Core	Norway									CommissionPct	1	2021	1
5 Actual	York	Profifways Division Core	Norway									CostOfGoodsSold	1	2021	1
6 Actual	York	Profifways Division Core	Norway									CostOfGoodsSoldPct	1	2021	1

Select a value in the “Dataset” and “Measure” filter at the top and click the “Refresh” button to enable the save button.

Add new rows as needed or paste selection. When pasting data, make sure to paste dimension **ids**. A dropdown will evaluate the id against the corresponding dimension and render the dimension **description**. If no description is rendered, just the id, this indicates that the id does not exist in the dimension.

Column	Description
DepartmentID	Department id. Mandatory.
ProductID	Product id. Mandatory.
MarketID	Market id. Mandatory.
ProjectID	Project id. Optional. If no value is provided, the default value # is set
ActivityID	Market id. Optional. If no value is provided, the default value # is set
SupplierID	Supplier id. Optional. If no value is provided, the default value # is set
Dim1	Dim1 id. Optional. If no value is provided, the default value # is set
Dim2	Dim2 id. Optional. If no value is provided, the default value # is set
Dim3	Dim3 id. Optional. If no value is provided, the default value # is set
Dim4	Dim4 id. Optional. If no value is provided, the default value # is set
CPLegalEntityID	Counterpart legal entity id. Optional. If no value is provided, the default value # is set
Value	Numeric
Year yyyy	4-digit year, for example 2020. Mandatory
Month 1-12	Month number, 1-12. Mandatory

Department, Product, Market, Year and Month are mandatory columns.

Any amounts must be given in the home currency.

Value will default to 0 if no value is provided.

Dimension combinations found in the source and not in the input module for either the last 12 months actuals or any of the (optional) historical reference columns, will automatically be processed into the module on plan rollover.

The module can also be updated manually by clicking the “Apply...” button in the “Models” page of the “Driver based modelling” workbook.

The fact source data is also available in the “Source fact data” workbook:

Dataset	Department	Product	Market	Supplier	Project	Activity	Dim1	Dim2	Dim3	Dim4	Cp LegalEntity	Measure	Value 0-9	Year yyyy	Month 1-12
1 Actual	York	Profiteways Division Core	Norway									SalesQty	1	2021	1
2 Actual	York	Profiteways Division Core	Norway									SalesQty	1	2021	8
3 Actual	York	Profiteways Division Core	European Union									SalesQty	1	2021	1
4 Actual	York	Profiteways Division Core	European Union									SalesQty	1	2021	8
5 Actual	York	Profiteways Division Core	U.S.A.									SalesQty	1	2021	1
6 Actual	York	Profiteways Division Core	U.S.A.									SalesQty	1	2021	8
7 Actual	York	Profiteways Division Core	Oil & Gas									SalesQty	1	2021	1
8 Actual	York	Profiteways Division Core	Oil & Gas									SalesQty	1	2021	8
9 Actual	York	Profiteways Division Core	Public sector									SalesQty	1	2021	1