



## How do budget amounts get in your accounting system?

Microsoft Excel is used most commonly in budget and forecast entry. Most organizations have Excel-based standalone budget workbooks or they distribute budget entry workbooks in Excel. The data are often copied and reformatted into a new workbook or manually keyed into the accounting system. This assembly and reentry causes errors and spends time. Further, as the data reside only in Excel, limited reporting and analytical functionality are available during the budget process.

**Full Circle Budget** is a simple and flexible Excel-based budgeting and forecasting tool that allows users to quickly input budget and forecast amounts and process them directly into the accounting system with full write back capability. Unlimited budget templates allow organizations to tailor the budget and forecasting process uniquely at any general ledger account level. Full Circle Budget supports budget line item entry and multiple budgets from a single Excel workbook or worksheet. Audit logs provide full control and visibility to all aspects of the budget process.

**Full Circle Budget** simplifies and streamlines the budget and forecast process for Dynamics



# Full Circle Budget

## FEATURES & BENEFITS

<b>EASY</b>	Users add or change budget amounts using the Excel format designed by your company
<b>COMMENTS</b>	Budget line item comments can be entered and retrieved regardless of accounting system capability
<b>WRITE BACK</b>	Choose to write back budget data in real time or in batch mode
<b>FLEXIBILITY</b>	Specify data dynamically in either rows or trended columns
<b>CONFIGURATION</b>	Supports multiple Budget IDs, periods, and accounts in just about any format imaginable
<b>EFFICIENCY</b>	Choose to automatically add new GL account strings based on template values, track history of adds (GP Only)
<b>SECURITY</b>	Administrators may disable and/or password protect definitions to prevent further updates of the budget
<b>AUDIT</b>	All transactions and/or errors are logged and may be viewed by Administrators
<b>CONTROL</b>	Administrators may track all transactions via workbook tracking
<b>ADMIN ACCESS</b>	Administrators may enter/update budget amounts and comments directly in Full Circle Budget via Account Maintenance
<b>VERSATILITY</b>	Full Circle Budget opens a new world of possibilities. Use budgets to consolidate small subsidiaries from Excel, trend unit values, capture statistics and overhead rates



# Full Circle Budget

## How it works

- Create a budget template in Excel

**Period**

		AG			AI
AAA Budget Entry Worksheet Proposed Budget 2012					
61000 - Finance					
		2009	2010	2011	201201 Proposed
		ACTUAL	ACTUAL	BUDGET	2012BUDGET
	Account Description				Proposed 2012BUDGET Comments
55	6300 Travel	726	466	1,000	1,150 Annual conference for 1 staff
64	6400 Catering	2,570	1,021	2,000	2,300 Quarterly meetings
70	6520 Printing	932	1,243	1,500	1,725 Quarterly printing for board
76	6600 Courier Services	1,034			-
82	6610 Freight				-
88	6620 UPS	1,286	150	500	575
94	6630 Postage	1,056	1,169	1,200	1,380 Quarterly mailings
103	6730 Conference Calls	137	302	250	288
109	6740 Cellular Phone	736	279	1,200	1,380
115	6800 Accountin/Auditing Services	18,920	22,467	27,000	31,050 Audit per engagement letter
121	7000 Payroll/Check Services	6,696	7,379	10,000	11,500

**Account**

**Budget ID**

Example Budget Template in Excel

- Create a Full Circle Budget report definition that specifies locations of required budget fields.
- Enter budget amounts in budget template workbook
- Save budget template workbook to process and save budget amounts back to the accounting system

## It's that simple!

### SYSTEMS SUPPORTED

- Microsoft Dynamics – GP 10 and later
- Microsoft Dynamics – SL 7 and later
- Microsoft Excel 2007 and later
- Microsoft Dynamics – SL Project Controller – Coming Soon
- Microsoft Dynamics – NAV – Coming Soon

#### International Association of Chiefs of Police

"Full Circle Budget, developed by T3 Information Systems, has become a critical financial reporting tool for management at IACP. The system provides enormous flexibility by allowing input from multiple non-financial users, while maintaining strong controls for an accurate consolidation of financial forecast and budget data. I highly recommend this tool."

#### American Petroleum Institute

"Thanks for all of your help making the budget process such a success. The overall feedback was that Full Circle Budget was VERY HELPFUL and a Success!"

#### National Electrical Contractors Association

"Full Circle Budget has allowed us to accurately and efficiently compile budget data from our 25 Directors. In the past, we had budget spreadsheets with amounts and separate narratives with explanations to support the numbers- it's much easier for those preparing as well as those reviewing the budgets to have the amounts and comments in the same report!"

### FOR MORE INFORMATION CONTACT:

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