# Financial Projection Report

## Report Module Guide: Financial Projection Report (Matrix)

### Module Location

General Ledger > Report > Financial Projection Report

### Module Objective

The **Financial Projection Report** module is used to generate a comparative report between the **Financial Projection (Forecast)** and the **Actual** realization in a matrix format. This report is very useful for evaluating how accurate the financial forecast was when compared to the performance that actually occurred.

## 1. Report Parameters (Matrix Financial)

The main page of this module is a form containing various parameters to customize the comparison report that will be generated.




Here is an explanation for each parameter:

- **Account**:

- Select **All** to include all accounts, or select **COA** to filter the report to only display specific accounts chosen from the dropdown.

- **Cost Center**:
  - Select **All** for all departments, **No Cost Center** for transactions without an allocation, or **Cost Center** to select specific departments.

- **Period**:
  - Specify the **From** and **To** date range to define the comparison period (e.g., July 1, 2025, to July 30, 2025).

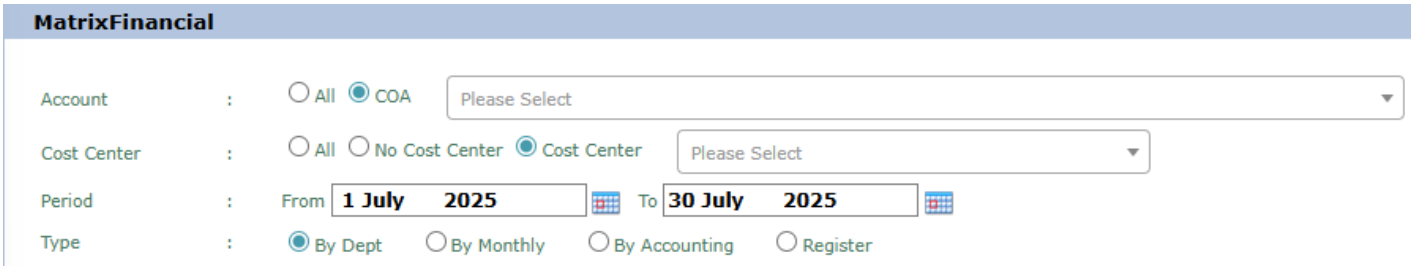
- **Type**:
  - Choose the presentation or data grouping method for the report.
  - **By Dept**: Grouped by department.
  - **By Monthly**: Grouped by month.
  - **By Accounting**: Grouped by accounting structure.
  - **Register**: Displays in a detailed transaction format.

# 2. Steps to Generate the Report

### Step 1: Set Report Parameters

Fill in or select all the parameters you need in the **Matrix Financial** section to ensure the generated report matches the scope of your

analysis.




### Step 2: Generate the Report

After all parameters are set, click the **Display Report** button in the bottom-left section of the page to preview the comparison report. Display Report

### Additional Button Functions

This module also has several buttons with advanced functions:

- **Upload Data**: This button is likely used to upload financial projection data in a matrix format (e.g., from an Excel file) directly into the system. Upload Data
- **Verify**: This button is likely used to verify or ratify the uploaded projection data before it can be used in reports. Verify

## Tips & Important Notes

- This report is different from a "Budget VS Actual" report. This report measures how accurate your **forecast** was, whereas "Budget VS Actual" measures performance against a **target (budget)**.
- To obtain an accurate report, ensure that the data in the **Financial Projection** module (for the Financial Projection side) and all actual transactions have been entered correctly.

- Use the **Type** filter to change how data is presented according to your analysis needs (e.g., **By Monthly** to see the trend of forecast accuracy from month to month).

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