

Financial Projection

Detailed Module Guide: Financial Projection

Module Location

General Ledger > Budget > Financial Projection

Module Objective

The **Financial Projection** module is used to create an estimate or forecast of the company's future financial performance. Unlike a Budget, which is a target or limit, a Projection is a realistic estimate of revenue and expenses that are likely to occur. This module often uses historical data as a reference to create more accurate forecasts.

1. Main View (Financial Projection List)

When you open the module, you will see the main page containing a list of all Financial Projection documents that have been created.

The screenshot shows the 'General Journal | FinancialProjection' interface. It includes a search bar with 'FPCode' and 'Any Part of Field' dropdowns, and a 'NONE' dropdown. There are 'Search' and 'Show All' buttons. Below this, there are date filters: 'Date From' set to '1 July 2025' and 'Date To' set to '31 July 2025', with a 'Search' button. To the right, there are 'Document Filter Status' and 'Approval Filter Status' sections with icons. At the bottom, there is a table header with columns: 'No.', 'Type', 'FPCode', 'Date', 'Memo', 'Cost Center', 'Period', 'Currency', 'Amount', 'Status', and 'Approval'. A 'New' button is located at the bottom left. The status bar indicates 'Page : 0 Of 0' and 'No Record Found'.

View Explanation This page is the dashboard for managing and monitoring all projection documents.

- **Filters:** You can search for specific documents using various criteria:

- By **FPCode** (Financial Projection Code).
- By a date range using **Start Date** and **End Date**.
- By **Document Status Filter** and **Approval Status Filter**.
- **Projection List:** The table below will display all documents matching the filters. The table currently shows "...No Data Available..." because no documents have been created in the selected date range.
- **Main Columns:** The important columns that will be displayed include **FPCode**, **Date**, **Memo**, **Cost Center**, **Amount**, **Status**, and **Approval**.

Button Functions

- **New:** The button to create a new Financial Projection document.

2. Steps to Create a New Financial Projection

The following is a guide to creating a Financial Projection document.

Step 1: Click the "New" Button

From the main view, click the **New** button 

located in the bottom-left section to open a new submission form.

Step 2: Fill in the Header Information (General Information)

Once the form opens, fill in the general information in the upper section:

- **Journal Date:** Fill in with the date the projection is created. By default, it will be filled with today's date (July 28, 2025).

Journal Date * : 29 July 2025

- **Memo:** Provide a clear description of the projection's content, for example: "HORECA Sales Revenue & Expense Projection - Semester 2 2025".

Memo

:

50

- **Cost Center:** Select the department whose performance is being projected.

Cost Center : UMS.04.1 - MANAGEMENT INFORMATION SYSTEM ▼

- **Financial Projection Period:** Select the projection period year, for example, 2025. Periode Financial Projection : 2025 ▼

- **Data Upload:** You can attach a supporting file if available.

File Upload * : No file chosen

Step 3: Fill in the Projection Details In the table section below, detail each projection item one by one. This is the most critical part of the process.

- **Account ID:** Enter the revenue or expense account code to be projected. The **Account Name** will appear automatically.

Acc ID

(D)

Acc Name

- **Financial Projection Month:** Select the month being projected (e.g., July).

Budget Month

July ▼

- **Actual (2024):** This column will display the actual data from the previous year (2024). Use this number as your primary reference.

Actual
(2024)

Rp.0.0000

- **Amount (2025):** Enter your projection figure for the current year (2025) in this column. You can increase or decrease it from the 2024 actual figure based on targets or market conditions.

Amount
(2025)

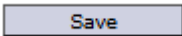
Rp.0.00

- **Description:** Provide specific notes if there are certain assumptions made in creating the projection.

Description

- To add a new row, click the + icon. [+][-]

Step 4: Saving and Confirmation Use the buttons in the bottom-left section to finish:

- **Save:** To save the projection as a draft. You can still edit it later. 

- **Confirm:** To finalize and submit the document. Once confirmed, the document will enter the approval workflow.



- **Back:** To cancel and return to the main page. 

Tips & Important Notes

- Use the **Actual (2024)** column as a baseline or reference when creating the projection for the **Amount (2025)** to make your estimate more accurate and realistic.
- Remember, a **Financial Projection** is different from a **Budget**. A Projection is a *forecast* of what is likely to happen, whereas a Budget is a *target* or *limit* that must be achieved or not exceeded.
- After pressing **Confirm**, this document will most likely go to a "Financial Projection Inbox" to be reviewed by a superior, following a workflow similar to the Budget Plan.