JZ018 How do I create interim statements using the Jazzit 9 column financial statements?

The **Jazzit 9 column financial statement** supports a variety of column configurations. This is useful for preparing interim statements. In this article we will show an example of interim financial statements created using the **Jazzit 9 column financial statements**.

Initial setup

Before getting started we need to ensure that:

1. The Jazzit financial statements are set to show **9 columns with totals format.**

> *Please refer to: 1-9 Column Implementation for more information on implementing the* **9 column financial statement.**

2. Set the CaseWare engagement properties to support the period lengths that are to be reported in the interim statements.

Example

In this example we will create an interim statement with 3 columns. The year end for the example is September 30, 2013. The example will cover the 3rd quarter (ending June 30, 2013).

- **Column 1**: Displays the transactions for the 3rd quarter of the year.
- **Column 2**: Displays the 3rd quarter year-to-date.
- **Column 3:** Displays the 3rd quarter prior year-to-date

1. In the **Jazzit 9 column financial statement**, click on the Columns tab located in the **Home Menu**. This will display the column settings for the 9 column financial statements.
2. By default, the 9 column statements will have **2 total columns** enabled. Deactivate the total columns by clicking on **Hide** in the **Show/hide total cols**: dropdown.

3. Activate columns 1-3 by clicking on the appropriate checkboxes. You can also activate a column for all 3 statements (BS, IS and CF) at once by clicking on the **S** button.

4. Set the individual columns using the following settings.
   a. Column 1 (**Col-1**):
   - **Year = Current y**r (Refers to the period ending on Sept 2013)
   - **Bucket = Quarterly** (uses the quarterly periods as set in the Engagement Properties)
   - **Period = 3** (Refers to the 3rd quarter)
   - **Discrete = Yes** (Include only amounts in the 3rd quarter)
   b. Column 2 (**Col-2**):
   - **Year = Current yr** (Refers to the period ending on Sept 2013)
   - **Bucket = Quarterly** (uses the quarterly periods as set in the Engagement Properties)
   - **Period = 3** (Refers to the 3rd quarter)
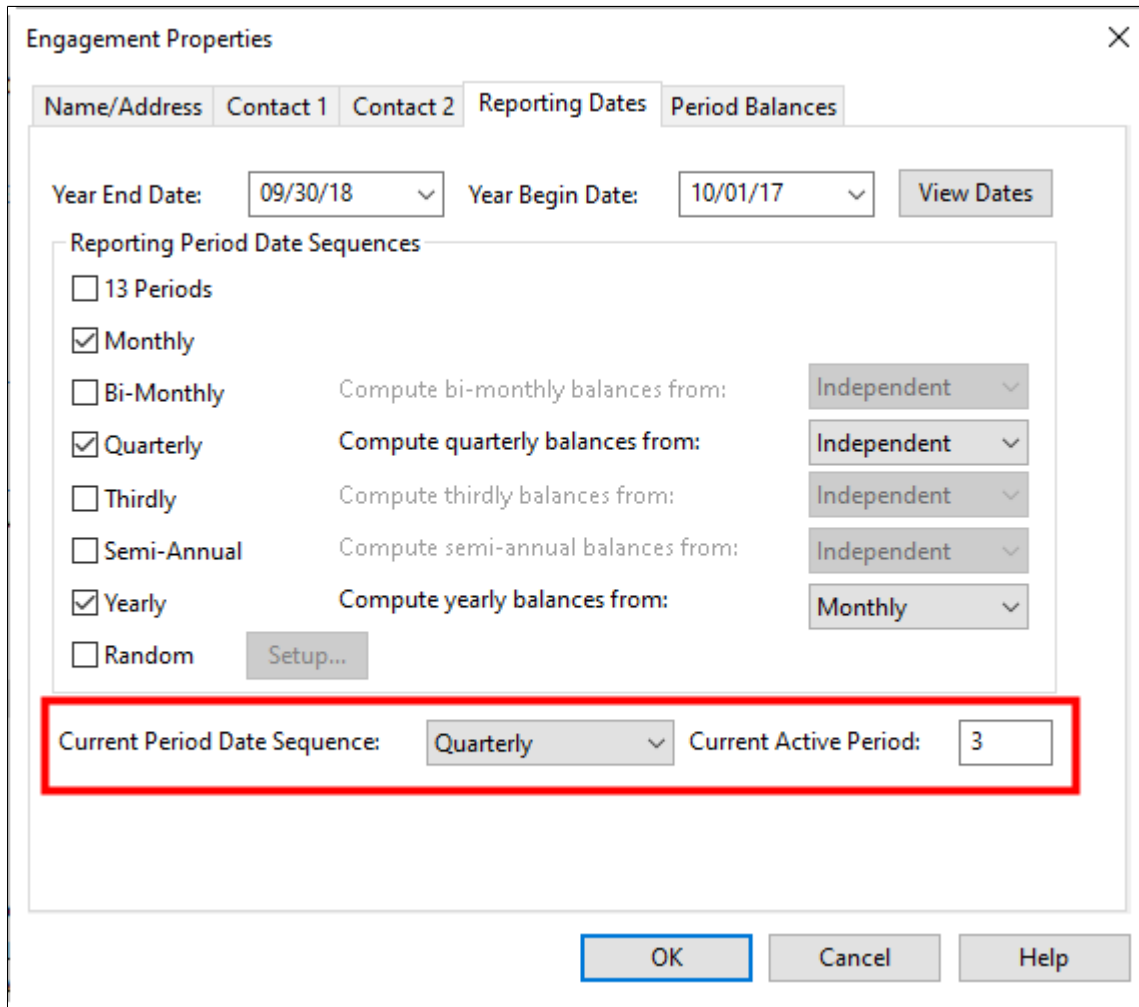   - **Discrete = No** (Include Year-to-date amounts)
   c. Column 3 (**Col-3**):
   - **Year = 1st prior yr** (Refers to the period ending Sept 2012)
   - **Bucket = Quarterly** (uses the quarterly periods as set in the Engagement Properties)
   - **Period = 3** (Refers to the 3rd quarter)
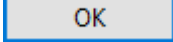   - **Discrete = No** (Include Year-to-date amounts)

The image shows a "COLUMNS AND FOREIGN EXCHANGE" interface with the following tabs at the top: Diagnostics | Display | Rounding (Disabled) | Engagement | Client profile | Columns | Page options | Short year | Signature lines | Admin

COLUMNS AND FOREIGN EXCHANGE   Show all ⓘ ✕

Totals [Hide ▾]   Budget ☐   +/- ☐   Forex ☐   2yr: notes/schedules ▾

		Col-1	Col-2	Col-3	Col-4	Col-5	Col-6	Col-7	Col-8	Col-9
Load defaults		▾	▾	▾	▾	▾	▾	▾	▾	▾
Income stmt	▸	☑	☑	☑	☐	☐	☐	☐	☐	☐
Balance sheet	▸	☐	☑	☑	☐	☐	☐	☐	☐	☐
Cash flows	▸	☐	☑	☑	☐	☐	☐	☐	☐	☐

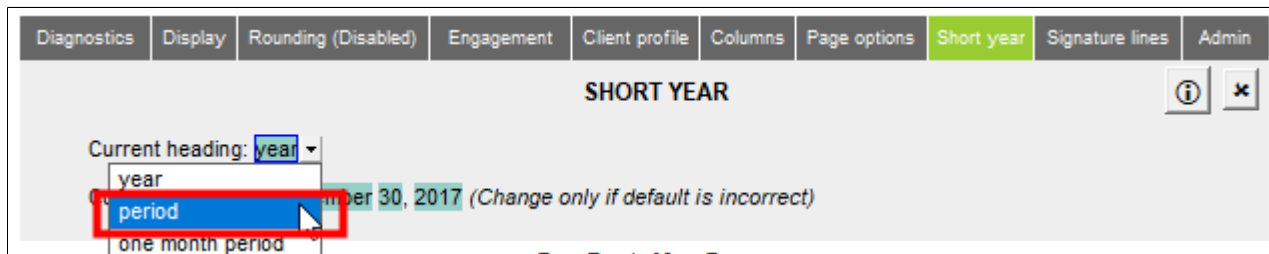|	Col-1	Col-2	Col-3	Col-4	Col-5	Col-6	Col-7	Col-8	Col-9
Entity	▾	▾	▾	▾	▾	▾	▾	▾	▾
Foreign Ex	No* ▾	No ▾	No ▾	No ▾	No ▾	No ▾	No ▾	No ▾	No ▾
Discrete	Yes ▾	No ▾	No ▾	No ▾	No ▾	No ▾	No ▾	No ▾	No ▾
Type	Consol ▾	Consol ▾	Consol ▾	Consol ▾	Consol ▾	Consol ▾	Consol ▾	Consol ▾	Consol ▾
Year	Current Yr ▾	Current Yr ▾	Year -1 ▾	Year -3 ▾	Year -4 ▾	Year -4 ▾	Year -4 ▾	Year -4 ▾	Year -4 ▾
Bucket	Quarterly ▾	Quarterly ▾	Quarterly ▾	Active ▾	Active ▾	Active ▾	Active ▾	Active ▾	Active ▾
Period	3 ▾	3 ▾	3 ▾	▾	▾	▾	▾	▾	▾

> *If **Current yr** is the only option available for **Year** check to see that the total columns have been disabled. Current year is the only available option when total columns are enabled.*

5. We will need to ensure that the headings in the Jazzit financial statements display the correct period end date for the 3rd quarter (June 30 2013). Perform the following steps:

  a. In CaseWare, click **Engagement > Engagement Properties** set your **Current Period Date Sequence** to **Quarterly** and the **Current Active Period** to **3**.

b. Click on the [OK] button to continue.

6. In the **Jazzit financial statements** click on the **Page options** tab in the Home menu and select **period** for the **Current heading** dropdown. This will ensure that the headings say **period ended** instead of **year ended.**

7. At the top of the **Balance Sheet, Income Statement** and **Cash Flows** click on the folder icon (📁) beside **Columns** This will reveal various options for the column headings. Click on the checkbox next to the items you want to see printed. Any text that is blue will not print.

Statement of Income
Year Ended September 30, 2018

	June 30	June 30	June 30
☐			
☐			
☐			
☐			
☐	**2018**	**2018**	**2017**
☑			

8. If you are using the Cash Flow statement, ensure that the appropriate comparative period is set for each column.

Statement of Cash Flows
Year Ended September 30, 2018

Comparative period:

	Col-2	Col-3
Entity		
Foreign Ex	No	No
Type	Consolidated	Consolidated
Year	Current yr	1st prior yr
Bucket	Quarterly	Quarterly
Period	2	2