

# Infor F9

## *Excel-based financial reporting.*

If you use Excel, then you already know how useful spreadsheets are for financial reporting. F9 provides a dynamic link from your GL to Excel and gives you the most current information with a push of a button with no exports or manual entries required.

F9 offers an unbeatable feature package including:

- Flexible Cell Based Reporting
- Consolidations
- Drill Down
- Budgeting
- Multi-currency
- Report Analysis
- Pivot Table Reports
- Dashboards
- Web Reporting
- Report Scheduling

It does all this while being dynamically linked to the GL, ensuring that all numbers are timely, consistent and complete.

## *Speed, power and ease of use.*

The true value of F9 becomes apparent when you realize the scope of reporting functions that become available with this one simple GL function. When one GL function is entered once and then copied to other cells the report grows. New data columns are created by copying existing columns and editing the heading. A one month report becomes a 12 month report with one copy command! No need to manually rekey numbers.

*F9 is an easy-to-use Financial Reporting tool that dynamically links General Ledger (GL) data to Microsoft Excel and is available for over 150 different accounting and ERP systems.*

Everything you know about your spreadsheet can be applied to the reports you create using F9. Use Excel's functionality to add graphs, buttons and backgrounds to your reporting systems. You already know how to use your spreadsheet therefore you already know how to use F9.

## *Report wizard.*

The F9 Report Wizard allows you to go from a blank spreadsheet to a fully formatted, hotlinked report in just seconds! Follow a graphical representation and step by step procedure; point and click your way to a finished report complete with F9's formulas, automatically. It is so powerful; it's the only feature many people need to use. Leverage your knowledge of Excel to get started immediately.

## *Drill down.*

No financial reporting application would be complete without drill down capabilities. F9's drill down lets you analyze any balance by the various account code segments or by the general ledger transactions that created it. You can also make use of the drill results in the body of the report for trend analysis or other purposes. Drill down lets you explore the numbers in your reports to their origins.

## *Consolidation.*

F9 can consolidate general ledgers that do not share the same account structures or are from different accounting systems. All with the push of a button.

## *Report analysis.*

Analyze by various criteria such as multi-company or multi-department reports and see which accounts are missing or duplicated.

## *Mining information with F9.*

Take any slice of data to create a report or do analysis. F9's hotlink technology makes your most critical business data (your general ledger) instantly accessible, solving the biggest concerns accountants have about their financial systems.

## *Report on any date range.*

Many businesses require reporting for other than fiscal periods. Manufacturing, distribution, non-profit organizations, etc. rely on evaluating information from many non-standard date ranges. With F9, you can create reports for any date range you want; a day, a week, a weekend, whatever makes sense for your particular business.

## *Report automation.*

Create a full-featured production reporting interface for generating consistent reports on a monthly, weekly or even daily basis.

F9 allows you to define and design your report quickly and easily through drop down menus and graphics.

## *Report migration.*

F9 reports grow with your business, if and when you change your accounting database to another version or product, F9 reports can easily be migrated.

## *F9 is customizable to any accounting or ERP package.*

F9 can be custom configured to any accounting or ERP package within a matter of days. Ask us how?

## *New features in F9 version 5.*

Leveraging the newest functionality of Microsoft Excel 2007 and 2010, our newest release F9 Version 5 features include:

- Improved User Experience
- New Business Intelligence Reporting
- F9 Connect module for Web-based Reporting and Dashboards
- F9 Scheduler

### **Improved user experience.**

Utilizing enhancements to the Excel 2007 and 2010 user interface, new Task Panes allow users to interact with F9 directly from the Excel spreadsheet for faster output and reporting results.

Reporting Controls are also new and display in a drop-down format for quick selection of filters. Improved toolsets provide improved Analyze and Zero Suppress functionality.

F9 Version 5 is more easily accessible from the Excel Ribbon and displays as a tab among the functional groups. The F9 Ribbon is current with Office 2007 and 2010 standards with improved buttons, graphics, and descriptions.

### **New business intelligence reporting.**

New data analysis and visualization tools help you analyze information, spot trends, and access your company information more easily.

New options in Excel 2007 and 2010 for sorting and filtering, such as multi-select in AutoFilters, sort or filter by color, and "quick filters" for specific data types make F9 Version 5 the ideal tool for creating reports to analyze complex business data.

Use your F9 report data to create PivotTables or PivotChart views more easily by using data fields to reorient data quickly to summarize and find the answers you need.

Key Performance Indicators (KPIs) are easily added to F9 reports via the F9 Report Wizard, Table and Pivot Tables, GL Paste and Analyze functions. The KPIs dynamically change after calculation and can be layered using preset and custom rules. KPI metrics and other report sections can be easily extracted from your F9 reports for use in browser-based dashboards.

#### **Web-based reporting module for F9 version 5.**

Our newest version of F9 features the option to add even more flexibility for the distribution and access to your valuable F9 reports through a web-based reporting module, F9 Connect. With F9 Connect your reporting is transformed into a dynamic, performance-enhancing tool, leveraging the information across your extended enterprise providing value to every level of your organization.

F9 reports can be published to a Web Reports Library directly from Excel. There is added flexibility to publish entire reports or report sections at your discretion. With F9 Connect, reports within the Library can be viewed and recalculated within a browser. Reporting parameters can be added to view and apply new values within your F9 reports to recalculate across different filters. Users have the ability to interact with the data using Table and Pivot Table Reports.

Dashboards have become a critical tool for measuring performance at many levels within an organization. Sales teams, product groups, regions, lines of business, and other divisions all benefit from a real-time view into the status of the metrics against which performance is measured.

With F9 Connect you can easily provide this insight across the web for access anywhere. The Key Performance Indicators (KPIs) you define in your F9 Reports can easily be saved as Dashboard content to get critical data communicated directly where it's needed most with no duplicate efforts. Information is displayed in an easy-to-read graphical format that puts the critical data your teams need right in their line of vision for improved performance across your organization.

*If you know Excel you Know F9.*

#### **F9 Scheduler.**

F9 Scheduler, can be used to easily manage and schedule F9 reports in Excel to recalculate, print, publish to PDF, and be saved on a time-driven basis. You can generate consistent reports and save valuable time by scheduling reports to be run and distributed automatically on a monthly, weekly, daily, or even hourly basis.

Reports or notifications can be sent via email to group lists and address book contacts, and you can even select the desired format of the report, such as XLS, PDF, HTM, and XPS.

F9 is the complete, customizable solution for all of your financial reporting requirements.

- The best part is if you know Excel, you know F9
- Easy to use, easy to deploy, easy to maintain

## *About Infor.*

Infor is the world's third-largest supplier of enterprise applications and services, helping more than 70,000 large and mid-size companies improve operations and drive growth across numerous industry sectors. To learn more about Infor, please visit [www.infor.com](http://www.infor.com).

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