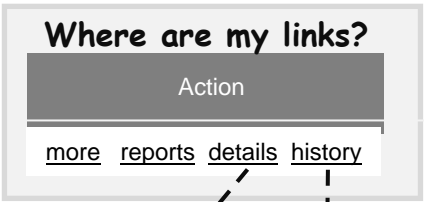




Account Summary Report Redesign GUIDE



Balance **History** is a new submenu item.

Favorites is a new submenu item.

Refresh Balances using a new icon. (Previously accessed through a button in each pane.)

Column Adjustments are accessed through a new icon.

Gridlines are gone; shading of alternate rows guides your eye.

The first section reflects its new name – “Checking and Savings.”

Select “Expanded” from the dropdown menu to view the Expanded Account Summary report. (Previously accessed through a report button.)

Account Details are available through the Account Name, which is now a link. (This replaces the **details** link.)

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Account Summary Account Detail | Controlled | Disbursement | Account Targets | Account Statement | Balances History | Favorites

Go To

Refresh Balances

Bank Name - Account Summary

Checking and Savings

Account Name	Account Number	Date	Ledger Balance	Collected Balance	Available Balance
Total			\$247,060.62	\$180,887.04	\$205,887.04

Expanded ▼ Print Export ASCII (csv) ▼

Standard

Expanded

Loans

Account Name	Account Number	Date	Balance Amount
Operating Account			

Print Export

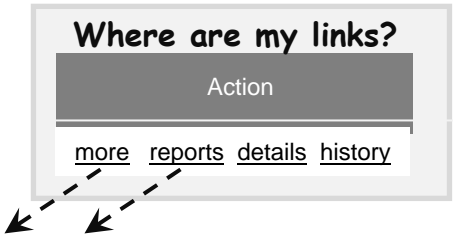
Time Deposit

Account Name	Account Number	Date	Principal Amount	Current Amount
Total			\$233,399.00	\$245,399.00

Print Export



Account Detail Report Redesign GUIDE



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Business Checking

Filter Parameters

Credits/Debits/Checks	All	Amount	From: To:	Transaction Codes	All
Date Range	From: To:	Transaction Description	Yes	Transaction Memos	<input checked="" type="radio"/> Yes <input type="radio"/> No
Bank Reference #		Customer Ref/Check Number #		Date	Current Day

Account Overview for #11488736

Account Title

Balance Summary	Float Summary	Transaction Summary

[Report](#)

Account Activity

Date	Description	Customer Ref/Check Number	Credit Amount	Debit Amount	Running Balance	1-Day Float	2-Day Float	Balance	Bank Ref
9/15/xx	Paid Check	1234							
Totals			\$3,940.05	\$205,704.43					

[Print](#)
ASCII (csv)
Export

Data previously accessed through the more link on the Account Summary Report now appears within the Account Detail section.

Access a printer-friendly PDF of the Account Summary report. (This used to be the report link.)

Images of checks and debit/credit memos - as well as ACH and Wire details - are accessed through links in the "Customer Ref/Check Number" column.

Filter
Two new modifiable filter parameters are available while viewing Account Detail data.

Gridlines
are gone from all reports and tables; shading of alternate rows guides your eye.

Data from the previous Account Detail report appears in this Account Activity pane.