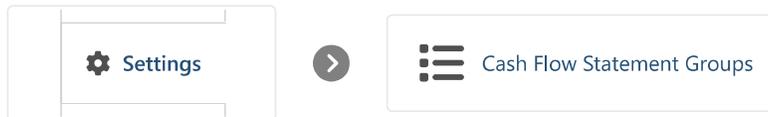


Cash Flow Statement Groups

The **Cash Flow Statement Groups** feature in Manager allows you to create custom groups for your cash flow statements. By organizing related accounts into groups, you can simplify your cash flow reports, making them easier to read and analyze.



Why Use Cash Flow Statement Groups?

If you do not set up Cash Flow Statement Groups, your cash flow statement will display each account individually as they appear in your **Chart of Accounts**. While this provides detailed information, it can result in lengthy reports that are cumbersome to navigate, especially if you have numerous accounts.

By grouping related accounts:

- **Simplifies Reports:** Combines multiple accounts into broader categories, reducing the length and complexity of your cash flow statements.
- **Enhances Clarity:** Organizes financial data logically, making it easier to understand and interpret.
- **Customizes Reporting:** Allows you to tailor the cash flow statement to meet your specific business needs and preferences.

How to Set Up Cash Flow Statement Groups

Follow these steps to create and assign Cash Flow Statement Groups:

1. **Navigate to Settings:**
 - Click on the **Settings** tab in the sidebar.
2. **Access Cash Flow Statement Groups:**
 - Select **Cash Flow Statement Groups** from the list of settings options.
3. **Create New Groups:**

- Click on the **New Cash Flow Statement Group** button.
- Enter a name for the group (e.g., "Payments to Suppliers").
- Save the group.

4. Assign Accounts to Groups:

- Go to the **Chart of Accounts** in the sidebar.
- Locate an account you want to include in a group and click **Edit**.
- In the account editing screen, you will see a new field labeled **Cash Flow Statement Group**.
- Select the appropriate group from the dropdown menu.
- Click **Update** to save the changes.
- Repeat this process for each account you wish to group.

Example

Imagine your business has several expense accounts such as:

- **Telephone**
- **Printing**
- **Computer Equipment**

To streamline your cash flow statement:

1. Create a Group:

- Name it **Payments to Suppliers**.

2. Assign Accounts:

- Edit each of the above accounts in your **Chart of Accounts**.
- Select **Payments to Suppliers** in the **Cash Flow Statement Group** field.

By doing this, your cash flow statement will display a single line item for **Payments to Suppliers** instead of listing each expense account separately. This consolidation enhances readability and provides a clearer overview of your cash outflows related to supplier payments.

Benefits of Grouping Accounts

- **Efficiency:** Quickly assess major cash flow areas without getting bogged down in details.
- **Focus:** Direct attention to key financial indicators relevant to your business operations.

- **Customization:** Reflect the unique aspects of your business by grouping accounts in a way that makes sense to you.
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By utilizing Cash Flow Statement Groups, you can customize your financial reporting to better suit your business needs, making it easier to make informed financial decisions.