

# M4 Systems

## Commitment Reporting (CR)

### Brochure

# M4 Systems Commitment Reporting

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# M4 Systems Commitment Reporting

## Commitment Reporting: “Giving you maximum control of your expense budgets”

### What is Commitment Reporting?

Commitment Reporting from M4 Systems is a web based, Dynamics ERP plug-in tool designed to give budget holders a fast and efficient method of tracking performance of expense accounts against budget for any given financial period.

For each expense account, the software presents information on Actuals vs Committed vs Budget as well as any residual budget. The expense analysis can be broken down by periods in the Financial Year and a drill-down option provides a detailed list of transactions which make up the Actuals and the Purchase Orders which in turn make up the Committed amounts.

### Who Benefits from Commitment Reporting?

- Any client that needs to keep a tight control on expenses against annual or period budgets
- Any company where a whole department’s expenses are the responsibility of a single budget holder

### How Do They Benefit?

Being a web application, there are considerable benefits to the user in using M4’s Commitment Reporting:

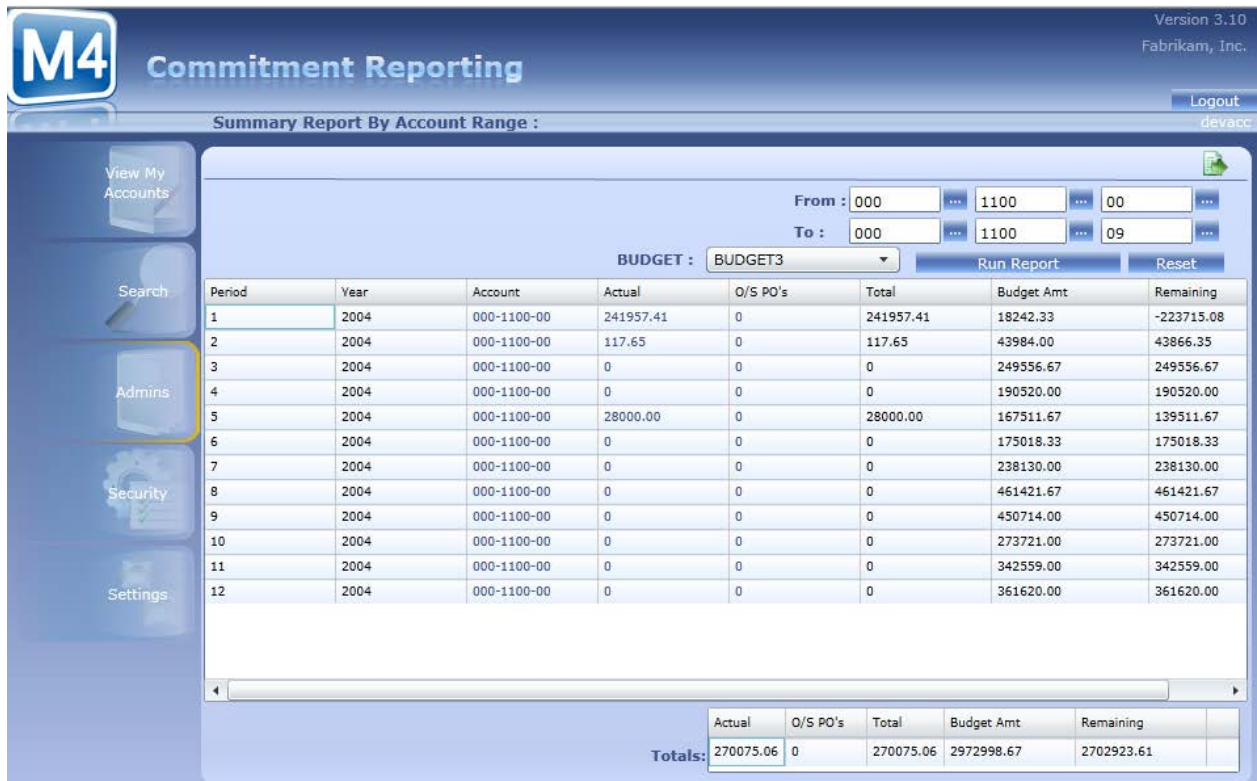
- Data are presented in real time, thus giving real-time insight into actual performance.
- It provides the ability to rapidly spot and respond to issues as and when they arise.
- It enables rapid and informed business decisions based on accurate and readily accessible data.
- It saves time and resource by allowing non-ERP users to access and report on their expense accounts without having to rely on finance users to produce this information.
- It saves money by allowing budget holders to better monitor and control their expenses.

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- It offers a security model by controlling the accounts users see, so that only information relevant to a particular user will be displayed, and access to sensitive information can be controlled and made secure.
- And because it's built using Silverlight there are some great technical advantages too – it will work on any browser, and on any operating system, and it offers a rich user experience with great interface and user friendly menus.

## Summary Report By account Range (Figure1)



(Figure 1)

## Search and Drill Down to Actual details (Figure 2)

Commitment Reporting application has enhanced search capabilities. Search is possible using several keys:

- Supplier - click on browse a list of Supplier is provided
- From/To Date – search by date , click on calendar icon
- Invoice/Po Number – to narrow search type in DocumentID

For the Receipt document type, click on Document Number field, this will drill down to the Actual PO View; Click on Receipt Number will drill to Actual PO Detail:

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**M4 Commitment Reporting**

**Actual PO :**

Supplier : A Travel Company From : <M/d/yyyy> 15 To : <M/d/yyyy> 15  
 Invoice/PO No : Search Clear

Receipt No	Sup Doc No	Receipt Date	GL Date	Supplier	Subtotal	Tax Amt	Voucher No
RCT1174	CT14	12/04/2007	12/04/2007	A Travel Company	28.46	0	0000000000000468

**Actual Detail :**

Supplier : A Travel Company From : <M/d/yyyy> 15 To : <M/d/yyyy> 15  
 Invoice/PO No : Search Clear

Receipt No	PO Number	Item No	Item DESC	Sup Item No	Quantity	U OF M	Unit Cost	EXT Cost
RCT1174		100XLG	Green Phone	100XLG	1.00	Each	28.46	28.46

(Figure 2)

## Drill down from My Accounts (Figure 3)

To see all accounts – click on View all Accounts Together. This will open Summary Report by Account Range (defined by security permitted range). For the selected Budget click on Account link and drill down. Actual amount will take us to the next level – Actual Detail.

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**M4 Commitment Reporting** Version 3.10 Fabrikam, Inc. Logout devacc

**Actual Detail :**

Date	Journal	Reference	Supplier	Doc Number	Debit	Credit
31/01/2004	351	Receivables Cash Receipts	Alton Manufacturing	PMT11002	0	257.18
31/01/2004	354	Receivables Cash Receipts	Alton Manufacturing	PMT11005	0	516.93
31/01/2004	413	Receivables Cash Receipts	Red's Food Market	PMT125002	0	716.12
31/01/2004	427	Receivables Cash Receipts	Comtel-Page Inc.	PMT14020	0	57.32
31/01/2004	428	Receivables Cash Receipts	Comtel-Page Inc.	PMT14022	0	179.77
01/01/2004	91	Receivables Sales Entry	Alton Manufacturing	SLS11010	257.18	0
01/01/2004	92	Receivables Sales Entry	Alton Manufacturing	SLS11011	516.93	0
01/01/2004	94	Receivables Sales Entry	Alton Manufacturing	SLS11013	576.43	0
01/01/2004	111	Receivables Sales Entry	Alton Manufacturing	SLS11114	317.93	0
01/01/2004	112	Receivables Sales Entry	Alton Manufacturing	SLS11116	553.12	0
01/01/2004	169	Receivables Sales Entry	Red's Food Market	SLS125000	716.12	0
01/01/2004	170	Receivables Sales Entry	Red's Food Market	SLS125001	65.53	0
01/01/2004	188	Receivables Sales Entry	Comtel-Page Inc.	SLS14021	179.77	0
01/01/2004	189	Receivables Sales Entry	Comtel-Page Inc.	SLS14023	120.81	0
01/01/2004	204	Receivables Sales Entry	Comtel-Page Inc.	SLS15020	149.18	0

(Figure 3)