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Budget

Financial Budget

FINANCE > Settings > Budgets

Financial budget can be created in Directo or by using Bulk import button to add rows from Excel. The budgets created can be seen on the Balance and Income Statement reports. Different budgets can be compared with each other and with actual results.

Settings

FINANCE SETTINGS

Default Budget Type

Default budget type can be added in the system settings. When a new budget is created, the type is filled in from this setting, if the setting is filled. It can be overwritten.

Document fields

Close New Copy Confirm Save Delete << >> Status: Changed Type E2022

Split Budgets Changes

Number 100031 Date 01.01.2022 Reference Turnover 0 0

Description Difference 0

default: Object Project by Customer Supplier

Creator SUPER 15.12.2021 15:15:31 Last changed by: SUPER 15.12.2021 15:15:31 Bulk Insert Paste Recipe

NO	Account	Object	Description	Debit	Credit	VAT code
1						
2						

- **Type** - budget type. Filled in from settings, if the default setting is filled. Type can be changed later.
- **Number** - budgets number according to the financial series
- **Date** - date
- **Reference** - specifying option

- **Description** - comment field
- **Turnover D** - budget debit turnover
- **Turnover K** - budget credit turnover
- **Difference** - budget debit and credit turnover difference
- **default object, project, customer, supplier** - by filling these default options, the same options are placed on all budger lines

Creating a financial budget

A new document is entered for budget, where desired rows are added. Financial budget is entered by accounts. If a budget is created based on objects and/or projects, then accounts are entered on a separate line for each object. Budget can be made for the whole year and split into months or made on a monthly basis. In this case, a separate budget document will be entered for each month, where the first date of the month is entered in the Time field (this makes it possible to make a comparison with the budget on a daily basis). Type connects budgets together, for example all the budget documents for the same year should have the same type. However, several budgets can be made for one year allso, for example optimistic and pessimistic, in this case their types should be different (different types for optimistic and pessimistic), otherwise they will all be added together. When making a supplementary budget, it should be with the same type.

Creating a financial budget for the entire period at once

- **Entering full year budget in the the budget document**

NO	Account	Object	Description	Debit	Credit	VAT code
1	411001	TALLINN	Sale of goods		1200000.00	
2	411001	TARTU	Sale of goods		2400000.00	
3	412001	TALLINN	Sale of services		120000.00	
4	412001	TARTU	Sale of services		240000.00	
5	511101	TALLINN	Cost of goods	880000.00		
6	511101	TARTU	Cost of goods	1840000.00		
7	511103	TALLINN	Cost of goods	12000.00		
8	511103	TARTU	Cost of goods	24000.00		
9	521101	TALLINN	Rent	6000.00		
10	521101	TARTU	Rent	8000.00		
11	522107	TALLINN	Office supplies	6000.00		
12	522107	TARTU	Office supplies	10000.00		
13						

- **After pressing Split Budgets button a window opens, where a period should be entered between which the amounts must be divided**

01.05.2021	01.06.2021	01.07.2021	01.08.2021	01.09.2021	01.10.2021	01.11.2021	01.12.2021	Summa
5	6	7	8	9	10	11	12	
200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	2400000.00
10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	120000.00
20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	240000.00

login.directo.ee/ocra_directo /fin_elarve_split.asp

login.directo.ee says

Sisesta jagatav summa mida lisada

1200000

OK Cancel

4.2021	01.05.2021	01.06.2021	01.07.2021	01.08.2021	01.09.2021	01.10.2021	01.11.2021	01.12.2021	Summa
4	5	6	7	8	9	10	11	12	
000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	2400000.00
000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	120000.00
000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	240000.00
000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	120000.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000.00	240000.00	240000.00	240000.00	240000.00	240000.00	240000.00	240000.00	240000.00	2880000.00

01.04.2021	01.05.2021	01.06.2021	01.07.2021	01.08.2021	01.09.2021	01.10.2021	01.11.2021	01.12.2021	Summa
4	5	6	7	8	9	10	11	12	
300000.00	300000.00	300000.00	300000.00	300000.00	300000.00	300000.00	300000.00	300000.00	3600000.00
10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	120000.00

Numbers in all fields can be changed. It is also possible to change objects, projects, customer and vendor codes on all lines.

Eelarve jagamine E2022_1 -

Konto	Kirjeldus	Objekt	Projekt	Klient	Hankija	01.01.2021	01.02.2021	01.03.2021	01.04.2021	01.05.2021	01.06.2021	01.07.2021	01.08.2021
						1	2	3	4	5	6	7	8
Tulud													
411001	Kauba müük	TALLINN				200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00	200000.00
411001	Kauba müük	TARTU				10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00
412001	Teenuste müük	TALLINN				20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00	20000.00
412001	Teenuste müük	TARTU				10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00	10000.00
						0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tulud						240000.00	240000.00	240000.00	240000.00	240000.00	240000.00	240000.00	240000.00
Kulud													
511101	Põhitegevuse eesmärg	TALLINN				154333.33	154333.33	154333.33	154333.33	154333.33	154333.33	154333.33	154333.33
511101	Põhitegevuse eesmärg	TARTU				73333.33	73333.33	73333.33	73333.33	73333.33	73333.33	73333.33	73333.33
511103	Põhitegevuse eesmärg	TALLINN				2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00
511103	Põhitegevuse eesmärg	TARTU				1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00
521101	Ruumide üür	TALLINN				666.67	666.67	666.67	666.67	666.67	666.67	666.67	666.67
521101	Ruumide üür	TARTU				500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
522107	Kontoritarbed (paber, k	TALLINN				833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33
522107	Kontoritarbed (paber, k	TARTU				500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
						0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Kulud						-233166.66	-233166.66	-233166.66	-233166.66	-233166.66	-233166.66	-233166.66	-233166.66
Kulud						6833.34	6833.34	6833.34	6833.34	6833.34	6833.34	6833.34	6833.34

Loo eelarved

When the desired result is reached, the Create Budget button creates a budget document for each period.

Eelarved E2022_1 -

- salvestame
- 100019 01.01.2021
- 100020 01.02.2021
- 100021 01.03.2021
- 100022 01.04.2021
- 100023 01.05.2021
- 100024 01.06.2021
- 100025 01.07.2021
- 100026 01.08.2021
- 100027 01.09.2021
- 100028 01.10.2021
- 100029 01.11.2021
- 100030 01.12.2021


Valmis!

Sule

Budgets may or may not be confirmed.

Deleting financial budget

When creating budgets, there are situations where some budgets need to be deleted. You can delete selected budgets at once with the **DELETE ALL FILTERED RECORDS** button.

 **DELETE ALL FILTERED RECORDS** button is available for users who have modification right for „Bulk-delete on documents browser“ in user rights.

Budgets

OPEN Number ➤ Add new Browse **DELETE ALL FILTERED RECORDS** Rows: 20 ➤ ◀ < 1 >


NUMBER	TYPE	DUE DATE	DESCRIPTION	REFERENCE	CHANGED	CHANGER	SOURCE	DOC NO	OK
100030	E2022_1	01.12.2021	2022 eelarve		26.11.2021	JANE			
100029	E2022_1	01.11.2021	2022 eelarve		26.11.2021	JANE			
100028	E2022_1	01.10.2021	2022 eelarve		26.11.2021	JANE			
100027	E2022_1	01.09.2021	2022 eelarve		26.11.2021	JANE			
100026	E2022_1	01.08.2021	2022 eelarve		26.11.2021	JANE			
100025	E2022_1	01.07.2021	2022 eelarve		26.11.2021	JANE			
100024	E2022_1	01.06.2021	2022 eelarve		26.11.2021	JANE			
100023	E2022_1	01.05.2021	2022 eelarve		26.11.2021	JANE			
100022	E2022_1	01.04.2021	2022 eelarve		26.11.2021	JANE			
100021	E2022_1	01.03.2021	2022 eelarve		26.11.2021	JANE			
100020	E2022_1	01.02.2021	2022 eelarve		26.11.2021	JANE			
100019	E2022_1	01.01.2021	2022 eelarve		26.11.2021 10:32:30	JANE			No
100011	1	01.11.2020			10.09.2021 11:41:57	JANE			Yes
100009	1	01.09.2020			10.09.2021	JANE			
100007	1	01.07.2020			10.09.2021	JANE			
100005	1	01.05.2020			10.09.2021	JANE			

Select the budgets you want to delete with the filters. Only the budgets in the list of filtered budgets will be deleted.

Budgets

OPEN Number ➤ Add new Browse **DELETE ALL FILTERED RECORDS**

NUMBER	TYPE	DUE DATE	DESCRIPTION	REFERENCE
100030	E2022_1	01.12.2021	2022 eelarve	
100029	E2022_1	01.11.2021	2022 eelarve	
100028	E2022_1	01.10.2021	2022 eelarve	
100027	E2022_1	01.09.2021	2022 eelarve	

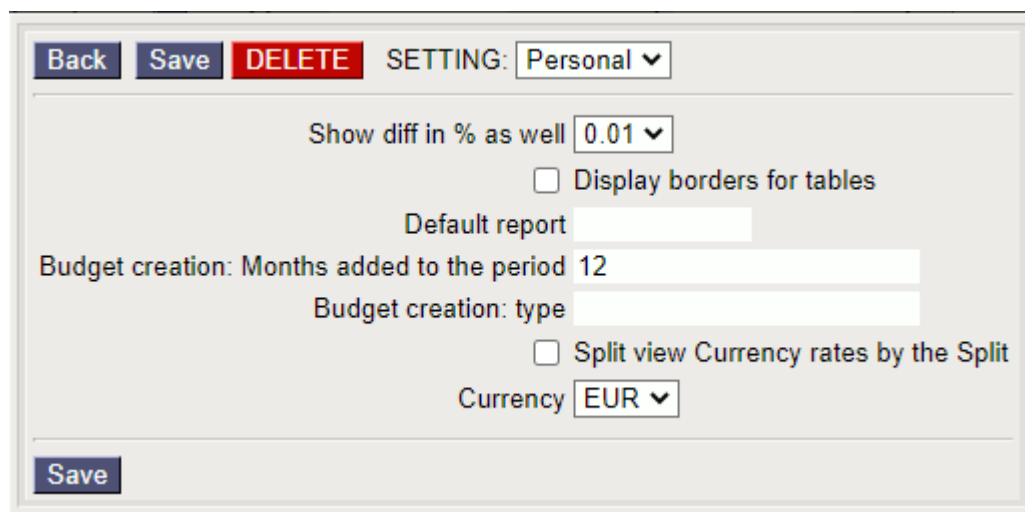
 It is possible to use several filters. While working with budgets, e.g. In the explanation box, write a word that makes it easy to filter and, if necessary, delete after.

Financial Budget reporting

The function of comparing the periods of the income statement is used to control the filling of the financial budget. It is possible to compare up to twelve different periods at a time. There are three

periods in the options, but you can add them using the + button next to the last available period filter.

It is also possible to turn on the display of the percentage difference under fine-tuning and set the percentage of decimal places.



The source for the different period numbers can be actual financial entries or budget entries with a specific code. The difference between the amounts of the periods can be viewed from the perspective of difference or performance. To do this, next to the period, you need to choose which other period the data will be compared with and determine how the financial and percentage difference is calculated.

Example: A budget with CONSTRUCTION type has been prepared for year 2021 where 500 euros sales revenue is forecasted in Estonia and 1000 euros for exports. In reality the earning are 750 euros in Estonia and 2000 euros in export markets. The results of the reports with different options are as follows.

1. Option F-

Kasumiaruanne II				
1. Periood	01.01.2021	: 31.12.2021	Võrreldav	Projekt
EHITUS	01.01.2021	: 31.12.2021	1	T--
3. Periood		:	1	+ Hankija
Keel	Vaikimisi	(Laiali)	<input type="checkbox"/> eralda objektid	<input type="checkbox"/> nimega
Ühik/täpsus	0,01	Sügavus	(kõik)	<input type="checkbox"/> tasemed
	01.01.2021	EHITUS:01.01.2021		Vahe
	31.12.2021	EHITUS:31.12.2021		Täidetud%
				(I-II)
				(III)
Äritulud"sa				
Asi	2 750,00	1 500,00	1 250,00	183,33%
1. Realiseerimise netokäive				
3011 Müük Eestis	750,00	500,00	250,00	150,00%
3015 Eksport	2 000,00	1 000,00	1 000,00	200,00%
KOKKU 1. Realiseerimise netokäive	2 750,00	1 500,00	1 250,00	183,33%

Revenue is 1250 euros higher than in the budget, so the budget is 183.33% filled.

2. Option F-+

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt ARUANNE ARU

EHITUS 01.01.2021 : 31.12.2021 1 T-1 Klient OBJEKT

3. Periood : 1 Hankija VALUUTA

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021	EHITUS:01.01.2021	31.12.2021	EHITUS:31.12.2021	Vahe (I-II)	Täidetud% (II/I)
Äritulud"sa						
Asi	2 750,00		1 500,00		1 250,00	54,55%
1. Realiseerimise netokäive						
3011 Müük Eestis	750,00		500,00		250,00	66,67%
3015 Eksport	2 000,00		1 000,00		1 000,00	50,00%
KOKKU 1. Realiseerimise netokäive	2 750,00		1 500,00		1 250,00	54,55%
3. Kapitalis. väljaminekud oma t. põhivara						

Revenue is 1250 euros higher than in the budget, so the budget is 54.55% of revenue.

3. Option F++

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt ARUANNE ARU

EHITUS 01.01.2021 : 31.12.2021 1 T+ Klient OBJEKT

3. Periood : 1 Hankija VALUUTA

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021	EHITUS:01.01.2021	31.12.2021	EHITUS:31.12.2021	Vahe (II-I)	Täidetud% (I/II)
Äritulud"sa						
Asi	2 750,00		1 500,00		-1 250,00	54,55%
1. Realiseerimise netokäive						
3011 Müük Eestis	750,00		500,00		-250,00	66,67%
3015 Eksport	2 000,00		1 000,00		-1 000,00	50,00%
KOKKU 1. Realiseerimise netokäive	2 750,00		1 500,00		-1 250,00	54,55%

Budget is 1250 euros lower than the actual revenue and makes 54.44% of it.

4. Option F+-

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt ARUANNE ARU

EHITUS 01.01.2021 : 31.12.2021 1 T+ Klient OBJEKT

3. Periood : 1 Hankija VALUUTA

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021	EHITUS:01.01.2021	31.12.2021	EHITUS:31.12.2021	Vahe (II-I)	Täidetud% (I/II)
Äritulud"sa						
Asi	2 750,00		1 500,00		-1 250,00	183,33%
1. Realiseerimise netokäive						
3011 Müük Eestis	750,00		500,00		-250,00	150,00%
3015 Eksport	2 000,00		1 000,00		-1 000,00	200,00%
KOKKU 1. Realiseerimise netokäive	2 750,00		1 500,00		-1 250,00	183,33%

Budget is 1250 eurose lower than the actual revenue, so the budget is 183.33% filled.

5. Option D-

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt ⊕ Aruanne ARU

EHITUS 01.01.2021 : 31.12.2021 1 V-- Klient ⊕ Objekt

3. Periood : 1 + Hankija ⊕ Valuuta

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021	EHITUS:01.01.2021	31.12.2021	EHITUS:31.12.2021	Vahe (I-II)	Vahe% (II/I)
Äritulud"sa						
Asi	2 750,00		1 500,00		1 250,00	83,33%
1. Realiseerimise netokäive						
3011 Müük Eestis	750,00		500,00		250,00	50,00%
3015 Eksport	2 000,00		1 000,00		1 000,00	100,00%
KOKKU 1. Realiseerimise netokäive	2 750,00		1 500,00		1 250,00	83,33%

Revenue exceeds the budget by 1250 euros or 83.33%

6. Option D+

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt ⊕ Aruanne ARU

EHITUS 01.01.2021 : 31.12.2021 1 V-- Klient ⊕ Objekt

3. Periood : 1 + Hankija ⊕ Valuuta

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021	EHITUS:01.01.2021	31.12.2021	EHITUS:31.12.2021	Vahe (I-II)	Vahe% (II/I)
Äritulud"sa						
Asi	2 750,00		1 500,00		1 250,00	-45,45%
1. Realiseerimise netokäive						
3011 Müük Eestis	750,00		500,00		250,00	-33,33%
3015 Eksport	2 000,00		1 000,00		1 000,00	-50,00%
KOKKU 1. Realiseerimise netokäive	2 750,00		1 500,00		1 250,00	-45,45%

Revenue exceeds the budget by 1250 euros and the budget is 45.45% less than the revenue.

7. Option D++

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt ⊕ Aruanne ARU

EHITUS 01.01.2021 : 31.12.2021 1 V+ Klient ⊕ Objekt

3. Periood : 1 + Hankija ⊕ Valuuta

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021	EHITUS:01.01.2021	31.12.2021	EHITUS:31.12.2021	Vahe (II-I)	Vahe% (II/I)
Äritulud"sa						
Asi	2 750,00		1 500,00		-1 250,00	-45,45%
1. Realiseerimise netokäive						
3011 Müük Eestis	750,00		500,00		-250,00	-33,33%
3015 Eksport	2 000,00		1 000,00		-1 000,00	-50,00%
KOKKU 1. Realiseerimise netokäive	2 750,00		1 500,00		-1 250,00	-45,45%

Budget is 1250 euros and 45.45% lower than the actual revenue.

8. Option D+-

Kasumiaruanne II

1. Periood 01.01.2021 : 31.12.2021 Võrreldav Projekt [] ⊕ Aruanne ARU

EHITUS 01.01.2021 : 31.12.2021 1 V+ Klient [] ⊕ Objekt []

3. Periood [] : [] 1 [] + Hankija [] ⊕ Valuuta []

Keel Vaikimisi (Laiali) eralda objektid nimega tasemed

Ühik/täpsus 0,01 Sügavus (kõik)

	01.01.2021 31.12.2021	EHITUS:01.01.2021 EHITUS:31.12.2021	Vahe (II-I)	Vahe% (II/I)
Äritulud"sa				
Asi	2 750,00	1 500,00	-1 250,00	83,33%
1. Realiseerimise netokäive				
3011 Müük Eestis	750,00	500,00	-250,00	50,00%
3015 Eksport	2 000,00	1 000,00	-1 000,00	100,00%
KOKKU 1. Realiseerimise netokäive	2 750,00	1 500,00	-1 250,00	83,33%

Budget is 1250 euros less than the actual revenue and revenue exceeds the budget by 83.33%



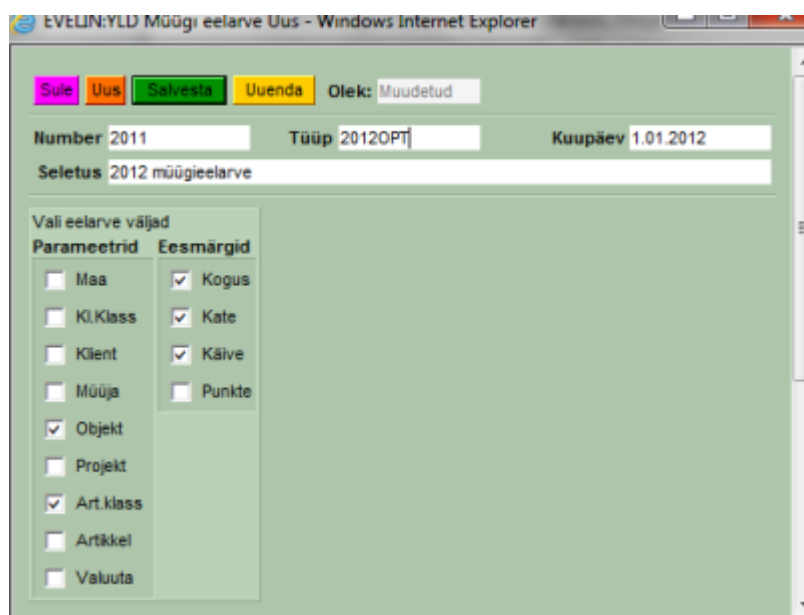
If it is not specified in the fine-tuning that the difference is also shown as a percentage, there are half as many options as only financial differences can be shown. The options are:

- F-
- F+
- D-
- D+

Müügieelarve

MÜÜK > Seadistused > Müügi eelarved

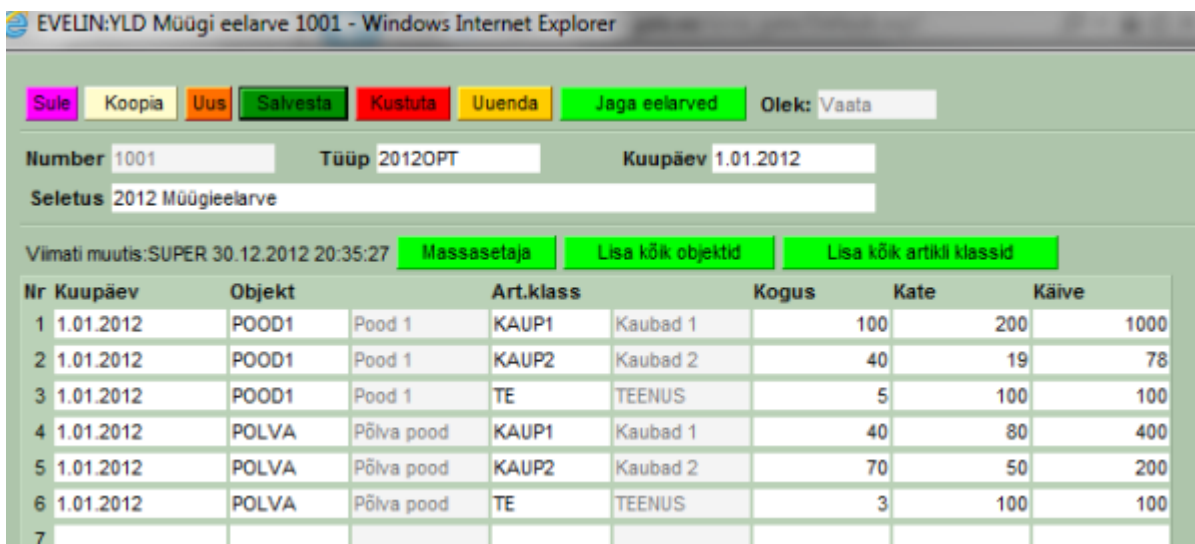
Eelarve tegemiseks vajutada Lisa uus, mispeale avaneb aken, kus tuleb määrata eelarve alguse kuupäev ja eelarve tüüp, samuti teha valik, mille suhtes eelarvestama hakatakse. Samamoodi võib ühte perioodi luua mitmeid erinevaid eelarveid (neid eristab tüüp, nt optimistlik, pessimistlik).



Peale salvestamist avatakse earlarve dokument valitud väljadega.



Siin on võimalik abiks ridadele lisada kõik objektid või artikliklassid, samuti on võimalik tabel ette teha Excelis ja see siia massasetada. Kui on soov kasutada ka siin earlarve jagamist või sisestatakse iga kuu/period omaette dokumendile, siis pole reale kuupäeva salvestamine vajalik, sest mõjub päise oma, see lisatakse salvestamisel ridadele automaatselt.



Kui sisestada alustuseks nt aasta earlarve, siis saab seda jällegi jagada nupu Jaga earlarved abil. Avanev vaheaken on sarnane finantseelarve jagamise vaheaknale. Erinevuseks on see, kas earlarve luuakse samale dokumendile või iga period omaette dokumendile. Selguse huvides võiks igasse perioodi oma dokumendi luua.



Edasi Eelarve jagamise aknas kehtivad samad reeglid ja võimalused, mis finantseelarve juures.

Eelarve jagamine 2012OPT - 1001													
Tagasi				Kvaliteet									
Objekt	Art.klass			1.01.2012	1.02.2012	1.03.2012	1.04.2012	1.05.2012	1.06.2012	1.07.2012	1.08.2012	1.09.2012	1.10.2012
				1	2	3	4	5	6	7	8	9	10
POOD1	Pood 1	KAUP1	Kaubad 1	Kogus:	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00
				Kate:	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67
				Käive:	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33
POOD1	Pood 1	KAUP2	Kaubad 2	Kogus:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
				Kate:	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58
				Käive:	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50
POOD1	Pood 1	TE	TEENUS	Kogus:	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
				Kate:	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33
				Käive:	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33
POLVA	Põlva pood	KAUP1	Kaubad 1	Kogus:	3.33	3.33	3.33	3.33	3.33	3.33	3.33	3.33	3.33
				Kate:	6.67	6.67	6.67	6.67	6.67	6.67	6.67	6.67	6.67
				Käive:	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33
POLVA	Põlva pood	KAUP2	Kaubad 2	Kogus:	5.83	5.83	5.83	5.83	5.83	5.83	5.83	5.83	5.83
				Kate:	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17
				Käive:	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67
POLVA	Põlva pood	TE	TEENUS	Kogus:	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				Kate:	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33
				Käive:	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33
				Kogus:	23.16	20.16	20.16	20.16	20.16	20.16	20.16	20.16	20.16
				Kate:	45.75	45.75	45.75	45.75	45.75	45.75	45.75	45.75	45.75
				Käive:	156.49	156.49	156.49	156.49	156.49	156.49	156.49	156.49	156.49

Kui numbrid laiali jagatud, siis vajutada Loo eelarved nuppu. Võrdlemist reaalse tulemuste ja eelarve vahel saab teostada aruandest MÜÜK>Graafikud müük.

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