



# Reporting FAQs Reference Guide

LeaseAccelerator

Version 25.2



# Document Information

## Notices

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# Frequently Asked Questions About Reporting

Question	Answer
What report(s) should I run for my footnote disclosure?	<b>Maturity Analysis Report (MAR)/Quantitative Analysis Report (QAR)</b>
What report(s) should I run that includes my imputed interest amounts for each outward year?	<b>MAR</b>
What report should I run if I am looking for consolidated YTD totals for the P&L accounts?	<b>Schedule Account Balance Trend</b>
If I'm looking for a simple report that lists all leases in the database, and shows the closing lease liability balance at the end of a given month, in transactional currency, which reports are best?	If you have a consolidated ledger or just one ledger, then the <b>Schedule Account Balance Trend</b> , <b>Portfolio Trial Balance</b> , and <b>Schedule Trial Balance</b> would all provide that information. The v2 versions of these reports can be run for all transactional or functional currencies at the same time.
What's the best report to run that would show ROU asset and Liability balance as of the end of a period by each individual lease?	You may use the Design Studio Account Balance Trend, Portfolio Trial Balance v2, Account Balance Trend v2, or Schedule Trial Balance v2.
If I am looking for a report that shows the depreciation of an asset from a Finance lease, what report should I look at first?	If you are looking at it for the life of the lease, then start with the <b>Accounting Workbook</b> or <b>Deal Analysis Report</b> . If you are looking for depreciation over a period of time, then run the <b>QAR</b> . The <b>Schedule Account Activity Trend</b> will give you activity for all your accounts and you can drill down to depreciation.
What report should I run if I am looking for all of our weighted average remaining term and weighted average discount rate?	<b>QAR</b>
Is there a report I can run if I want to see all lease classifications across all standards?	Currently you would have to look at the <b>Accounting Classification Analysis</b> PDF available in the Documents tile of Deal History for a specific deal. The <b>Lease Classification Report</b> only provides initial classification.
Is there a report that shows the Reasonably Certain EOT Option?	<b>Not currently</b>
Which report would show balances for all leases in transactional currency?	<b>Portfolio Trial Balance v2</b> , <b>Schedule Trial Balance v2</b> , and <b>Schedule Balance Trend v2</b>
Which report would show all activity for all leases in transactional currency?	<b>Schedule Activity Trend v2</b>



Question	Answer
Is there a report that I can run that tells me the RCHP for each lease?	You may use the <b>Design Studio Account Activity Trend</b> or <b>Account Balance Trend</b> and add a field for RCHP when in Interactive View. Alternatively, the <b>MAR</b> and <b>QAR</b> both include the Commencement Date and RC End Date so a simple formula in excel could help you to the RCHP.
Which report would show my YTD Depreciation Expense?	This can be found on any balance report including the <b>Schedule Account Balance Trend</b> , <b>Portfolio Trial Balance</b> , and the <b>Schedule Trial Balance by Account for a single month only</b> .
What report shows life of lease journal entries?	<b>Ledger Export</b>
What report shows my debits and credits?	<b>Ledger Export</b>
What report should I run if I am looking for roll forward of balances from one period to another?	<b>Accounting Rollforward FX</b>
Which report shows future payments?	<b>MAR</b> and <b>Payment Report</b>
Which report shows remaining liability as at a specific date?	<b>MAR/QAR</b>
Which report should I run if I want to see my current lease classification?	<b>MAR/QAR</b>
Which report should I run if I want to see the current IBR being used for a lease?	<b>MAR/QAR</b>
What report shows payments for leases commencing in the future?	<b>MAR</b>
If I am trying to validate the amounts that I am seeing on my disclosure reports (MAR/QAR), what report do I need to use?	<b>Ledger Export</b>
Which report should I run if I want to see what payment adjustments were entered?	<b>Payment Adjustment Report</b>
Which report should I run if I want to see by whom and when payment adjustments were entered?	<b>Payment Adjustment Report</b>
Which report should I run if I want to see what type of payment adjustments were entered?	<b>Payment Adjustment Report</b>
Which report would show me journal entries in functional currency?	<b>Functional Currency Ledger Export</b>
Which report would show me journal entries in reporting currency?	Currently there is not a journal entry report in reporting currency. The <b>Accounting Rollforward FX</b> does provide entry level conversions to reporting currency for the period selected.
Which report is the closest to a balance sheet?	<b>Schedule Balance Trend</b> and <b>Schedule Balance Trend v2</b> . <i>Disregard the income statement accounts.</i>

Question	Answer
Which report is the closes to an income statement?	<b>Schedule Account Activity Trend and Schedule Activity Trend v2.</b> <i>Disregard the balance sheet accounts.</i>
Is there a report that will give lease payments, amortization, and interest expense for select period of time?	<b>Schedule Account Activity Trend and Schedule Activity Trend v2.</b> This will provide payments (aka Accounts Payable Clearing), amortization (aka Accumulated Depreciation), and Interest (either interest expense or lease rental expense depending on classification) by month, for the chosen range of months.
Is there a report that would give me the amount of amortization expected to occur related to my lease portfolio for a future year?	The <b>Schedule Account Activity Trend and Schedule Activity Trend v2</b> may be run for a future year and would show all expected activity, including the amortization for that year.
Which report would show my chart of accounts?	<b>Ledger Configuration Validation Report</b>
Which report should I run if I am looking for asset IDs?	<b>BU Asset</b> or <b>BYOR for Portfolio</b> , selecting the Asset ID data element from the Asset data source list.
Which report should I run if I want to see all the companies, addresses, and/or people that are configured in the system, regardless if they are assigned to a lease schedule or asset?	<b>Participant Validation Report</b>
Which report should I run if I want to find my Facility Codes?	<b>Participant Validation Report</b> and look on Addresses tab for the attribute type of ShipToKey.
Which report would tell me what users have been logging into the system on a certain day or over a certain time period?	<b>BYOR for User Administration</b> will show last successful login and successful login count. User Activity Log will show specific activity for a user within a certain time window.
Which report will tell me the functional currency of a lease?	<b>Booked Schedules List</b>
Is there a report that will give me my GL Segment information but without the debits and credits?	<b>Booked Schedules List</b>
Is there a report that would show me my configured IBRs as of a specific date?	<b>Lessee Default Rates Report</b>
Is there a report that would show me all my Equity rates?	<b>Lessee Default Rates Report</b>
Is there a report that would show me all my Debt rates?	<b>Lessee Default Rates Report</b>
Is there a report that would show me all my Tax rates?	<b>Lessee Default Rates Report</b>
Is there a report that will tell me what Exchange Rate is effective today?	<b>Exchange Rate Current State</b>

Question	Answer
Is there a report that shows any changes made to Companies, Addresses, and People?	<b>Contact Change Management</b>
Is there a report that would tell me a user's scope of access as at a given date?	<b>Scope of Access - Current</b>
Is there a report that would tell me what a user's scope was before and after a change?	<b>Scope of Access - Change</b>
Is there a report that would tell me if any changes to my master data have occurred during a certain time period?	<b>Audit History Report</b>
What report would I run if I wanted to see what leases were coming to term in the next three months?	<b>EOT Pipeline</b>
What report would I run if I wanted to see all end of term events that have happened in a month?	<b>EOT Activity</b>
Is there a report I can run to get a list of all my Cost Centers?	You can export a list of all Cost Centers from the Cost Center tile within the Configuration Settings workspace.
Why am I not able to generate a Ledger Export for my full portfolio for the life of all my leases?	The <b>Ledger Export</b> will only go out for 50 years and you are likely exceeding the Excel row limitation of one million rows. Try using the parameters to narrow your report output.
When I try to generate any report, the As At drop-down seems unavailable or doesn't have any options. Why does this happen?	This is typically due to some FX Rates issue. The most common cause is that you do not have a lease with Transactional and Functional currency that matches your Reporting Currency. You can run the Booked Schedules List to verify that you have at least one lease that meets this criterion. Additionally, you should ensure that you have FX Rates for all relevant currencies so that the system can go from Transactional to Functional and Functional to Reporting currency.
What is the best practice when generating any BI report when it comes to the As At date?	It is the best practice to leave the As At date populated with what the system has defaulted to, which is the current or system date.
If I have a standard Gregorian fiscal calendar and I want to run a QAR for Q1 of 2024, what should my Prior Period Reporting As At be?	Since the QAR is a year over year report, you should put your <i>Prior Period Reporting As At</i> to be the Q1 end date from the prior year, in this example that would be 3/31/2023.
I have tried to change the header names on my Journal Entries report but am unable to. Why?	You must be in Interactive View and double click on the existing segment name to type the new name.
I am trying to generate a Ledger Export for a modification I just did, but I keep getting a report that says Schedule Doesn't Exist. Why?	You did not complete the modification process. You must classify and book the modified deal and then generate your Ledger Export.