

# Adaptive Planning

## **Adaptive Planning 7.0 New Features Release Notes August 2010**

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## **Adaptive Planning 7.0 New Features Overview**

Adaptive Planning 7.0 was released on August 13, 2010. The major enhancements in this release include updates to the reporting functionality, new filtering options available in the export screen, and new APIs. Other enhancements include drag and drop functionality in account, plan, and dimension admin screens, a new feature that helps certain users locate formula errors within the model and new formula functions including Net Present Value and Internal Rate of Return. This document explains the new features in detail.

### **Reporting Enhancements**

The new functionality in the reporting area, which will make report creation and viewing more efficient. Here is an overview of the reporting updates:

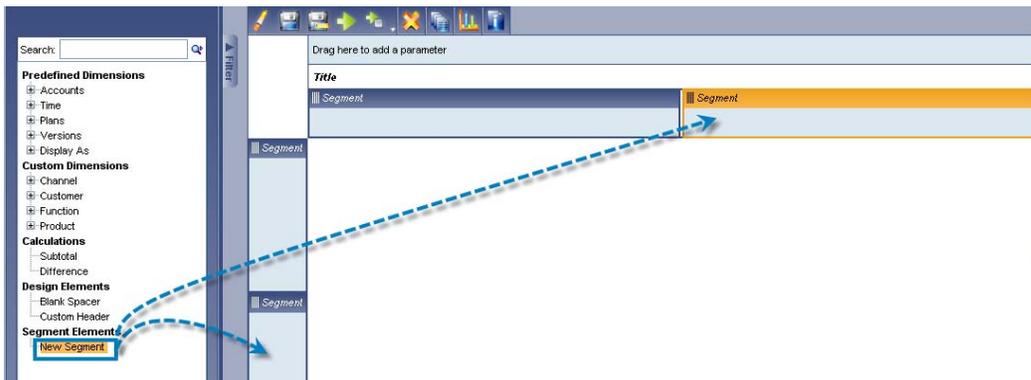
- **Report Segments** - Report authors can now specify more than one set of dimension element combinations for each axis (creating “segments” on each axis). This allows the report author significantly more control over which rows and columns will appear or not appear on a report.
- **Report Parameters** - Report authors can create reports that allow the report users to filter the report based on specific dimensions without having to modify the report in the report builder. Parameters can be specified to prompt the user either when the report is run or on the face of the report once it has been run.
- **Report Element Search** - Report authors can quickly search for elements in the different element trees to make report building more efficient.
- **Expand/Collapse Elements** - Report authors can quickly expand or collapse all nodes in a reporting element.

The following sections describe the functionality for each of these updates in more detail

### **Report Segments**

Segment Elements allow you to create separate groups of elements and tiers on an axis, allowing you to create many different dimensional combinations on a single axis. In most cases, report segments should eliminate the need for report authors to attach templates to a report for the specific purpose of suppressing rows or columns.

In the report builder screen, you will see a new section in the Report Elements list called **Segment Elements**. You can drag and drop a **New Segment** into the rows or columns axis of the report.



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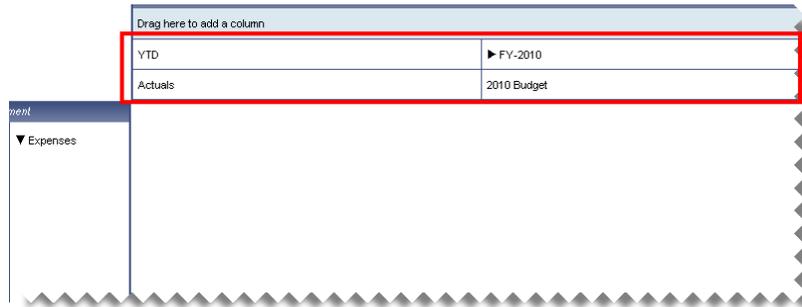
When a segment is added to the Report Design Area, it is always empty. An empty segment contains just a drop area (no tiers or elements). Dimension elements can be dropped in the drop area of an empty segment to create a new tier. Design and calculation elements can only be dropped in a tier, not in the drop area of a segment.

A dimension segment can contain up to five tiers, and a drop area for more tiers if it contains fewer than five tiers. The tiers can contain dimension, design, and/or calculation elements.

Each report can contain up to 30 segments.

### ***Report Segments Example***

In the previous version of Adaptive Planning, a report displayed all combinations of elements for all tiers in the columns or rows axis of the report and there was not a way to modify this. For example, in the report pictured below, the columns axis contains a tier with two time elements (YTD and FY-2010) and a tier that contains two versions (Actuals and 2010 Budget).



In the previous version, when you run this report, you would see four columns at the top of the report (all combinations of elements in each tier on the report).

Accounts	YTD as of Jun-2010		2010	
	Actuals	2010 Budget	Actuals	2010 Budget
[-] Expenses				
[-] Operating Expenses				
[-] Payroll	1,912,731	1,711,305	3,825,896	3,377,156
[-] 6130 Payroll Taxes	121,440	222,821	242,861	426,223
[-] Taxes & Benefits	481,169	100,822	961,045	202,329
[-] Office Expenses	248,378	268,237	499,777	536,758
[-] Travel & Entertainment	902,854	690,174	1,805,356	1,342,871
[-] Marketing	80,140	80,899	160,324	161,798
6999 Other Expense	60,000	0	120,000	0
<u>Total Operating Expenses</u>	3,806,711	3,074,258	7,615,258	6,047,134
[+] Allocations	406	0	-77	0
<u>Total Expenses</u>	3,807,117	3,074,258	7,615,182	6,047,134

Now, if you want to hide one of the columns (Actuals for FY2010) so that only three columns appear on this report, you can accomplish this using report segments. In order to hide any of these columns in the previous version of Adaptive Planning, you would have to create and attach a template to the report for the specific purpose of suppressing a column.

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Here is how you could construct the report using segments to create a report that displays only three columns (YTD for Actuals, YTD for 2010 Budget, and FY-2010 for the 2010 Budget):

- (1) Drag a New Segment element into the columns axis of the report, so that there are two total.
- (2) Add the YTD element for time in the first segment and FY-2010 in the second segment.
- (3) Drag the Actuals and 2010 Budget into the first segment and only 2010 Budget into the second segment.

This is how the columns axis would appear in the report design area.

Title		
Segment		Segment
YTD		▶ FY-2010
Actuals	2010 Budget	2010 Budget

This is how the report generates in the Html report viewer.

	YTD as of Jun-2010		2010
Accounts	Actuals	2010 Budget	2010 Budget
<input type="checkbox"/> Expenses			
<input type="checkbox"/> Operating Expenses			
<input type="checkbox"/> Payroll	1,912,731	1,711,305	3,377,156
<input type="checkbox"/> 6130 Payroll Taxes	121,440	222,821	426,223
<input type="checkbox"/> Taxes & Benefits	481,169	100,822	202,329
<input type="checkbox"/> Office Expenses	248,378	268,237	536,758
<input type="checkbox"/> Travel & Entertainment	902,854	690,174	1,342,871
<input type="checkbox"/> Marketing	80,140	80,899	161,798
6999 Other Expense	60,000	0	0
<u>Total Operating Expenses</u>	3,806,711	3,074,258	6,047,134
<input type="checkbox"/> Allocations	406	0	0
<u>Total Expenses</u>	3,807,117	3,074,258	6,047,134

### ***Upgrade for Existing Reports***

All existing reports were upgraded so that each report contains one segment in the rows axis and one segment in the columns axis. You can drag and drop New Segment elements into the rows and columns axes of existing reports. When you create new Matrix reports, each report will contain one segment in the rows axis and one segment in the columns axis.

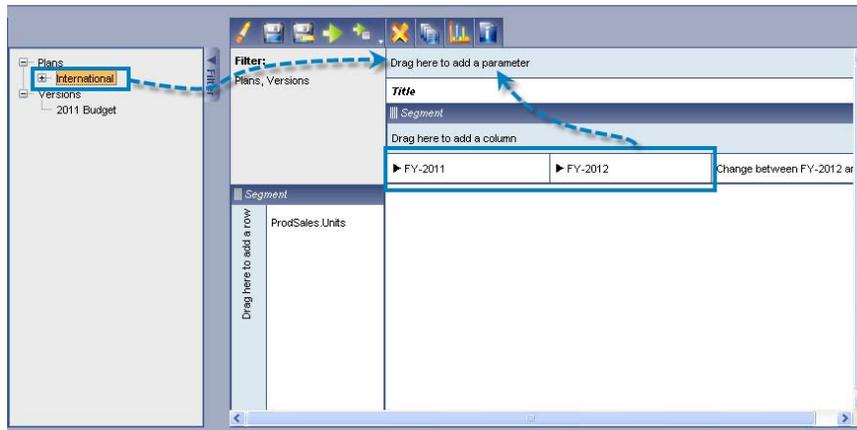
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## Report Parameters

Report Parameters allow a user viewing a report to adjust its filtering without having to modify the report using the Report Builder. You can also choose to require that users viewing a report must specify an initial value for one or more parameters prior to running the report, by marking those parameters as "prompting parameters." You can add up to 20 different parameters while building a Matrix Report, which will appear as selectors at the top of the report.

### *Adding a Parameter to a Report*

Parameters are created by first adding a dimensional element to an axis or the filter of a report, then dragging that element onto the Parameters area at the top of the Report Builder.



This creates a new parameter which is connected to that element, and therefore controls that element. If an element is connected to a Parameter, the parameter icon will appear next to the connected element in the report design area.



All parameters must be connected to one or more elements in a report, since they must be able to control some aspect of the report.

Once created, you can right-click on the parameter in the Parameter area and select its Properties option, to specify attributes of the parameter.



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The following provides a description of the Parameter Properties:

- **Label-** The text that appears next to the parameter when viewing the report.
- **Dimension-** A read-only field that indicates the type of dimension which the parameter controls.
- **Prompt before viewing-** Checking this box makes a parameter a prompting parameter, which will force the user running the report to specify a parameter choice before viewing the report. Any number of parameters on a report can be marked as prompting parameters.
- **Initial Choice-** The default selection for a parameter when running a report, used when a report is initially viewed. The possible selections for an initial choice are all the available choices for the parameter (see below). The value of the initial choice is the same as the value of its connected element. Changing the initial choice of a parameter will change the value of the connected element displayed in the report builder. For time parameters, the initial choice can be a specific time period or can be a relative choice which will set the initial choice based on the day the report is run:
  - **Current Month/Quarter/Year** - Use the month, quarter, or year when the report is run.
  - **Previous Month/Quarter/Year** - Use the month, quarter, or year immediately previous to the one when the report is run.
  - **Next Month/Quarter/Year** - Use the month, quarter, or year immediately after the one when the report is run.
  - **First Fiscal Month** - Use the first month of the current fiscal year.
  - **Last Fiscal Month** - Use the last month of the current fiscal year.
  - **First Plan Data Month** - Use the earliest First Plan Data month of all versions used in the report.
  - **Last Actuals Month** - Use the latest Last Actuals month of all versions used in the report.
- **Available Choices-** Specifies the choices to be displayed in the parameter dropdown list when users run a report.
- **Connected To-** A read-only field which shows which elements on the report are connected to this parameter.

**Note:** *The order in which the parameters appear in the Parameter area determines the order in which they appear to the report viewer. Only the first two parameters appear on the face of the report and any other parameters appear in the Specify Report Parameters screen.*

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### *Report Parameters in the Html Report Viewer*

If a report contains parameters, the parameters will appear as dropdown lists at the top of the report in the Matrix Report Viewer. You can change the filtering of the report by making different selections in the parameter dropdown list/lists and by clicking on the Change Report Parameters button.



Here is a description of the buttons that appear next to the dropdown lists:

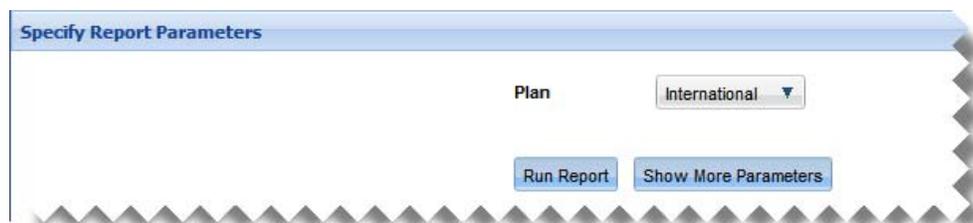


- **Change Report Parameters** - Takes you to a separate parameter page showing all parameters associated with the report. On this page, you can update any of the parameters and re-run the report.
- **Run Report** - Once you have selected new values for the parameters on the report, click this button for the report to re-run with the updated values.
- **Reset Parameters** - Resets the parameter controls to their initial values

### *Prompting Parameters*

Prompting parameters are optionally specified when a report is created. If a report contains a prompting parameter, running the report will first show you the Specify Report Parameter screen, which displays all prompting parameters. Two buttons are present at the bottom of this screen:

- **Run Report**- Clicking this button runs the report based on the selections in the prompting parameters on this screen.
- **Show More Parameters**- Clicking this button displays all parameters, including non-prompting parameters, associated with the report.



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### ***Saving a Parameterized Report***

You can choose to save a parameterized report using either the Save or the Save As buttons in the toolbar section in the viewer. Using the Save button will save the report with the current parameter choices as the initial selection for the parameters. Any existing prompting parameters will remain as prompting parameters.

Using the Save As button to save the report will show the Save As dialog where you can select a new name and location for the report, along with an additional check box to remove prompting. If you choose to remove prompting by checking the checkbox, all existing prompting parameters will be made non-prompting. The current parameter choices will be saved as the initial selection for the parameters.

### ***Parameters and Non-Html Report Format***

You can add parameters to reports in Excel (including template reports) and PDF formats. However, you should make at least one of the parameters a prompting parameter so that the report viewer is prompted to make a selection prior to running the report. If a parameterized report with no prompting parameters is generated, it will output with the initial choice specified in the Parameter Properties.

### ***Charts with Parameters***

Parameterized reports that have charts enabled have the same parameter section in the Report Viewer as the non-chart HTML reports. The functionality for the parameters in the chart viewer is the same as described above for HTML reports.

You will be prevented from adding a report that contains a prompting parameter to the dashboard. If a report contains a prompting parameter, it will not appear in report selector in the dashboard setup screen.

### ***Example #1 – Creating a Report Parameter for Plan Selection***

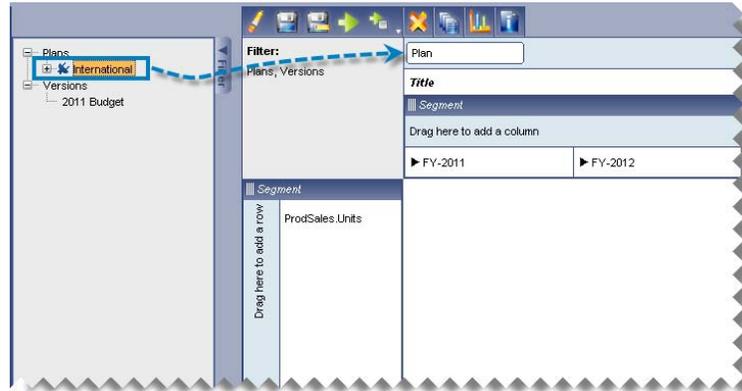
A report author wants to create a report and give end users the option to select a plan/department at run time since many end users have access to multiple plans. In the previous version of Adaptive Planning, the Administrator would have to either create reports for each plan/department, a repeating report, or the end users would have to edit the report and update the report filter to get the correct output.

With report parameters, the report author can create a parameter that is connected to plan and force the end users to select a plan prior to running the report.

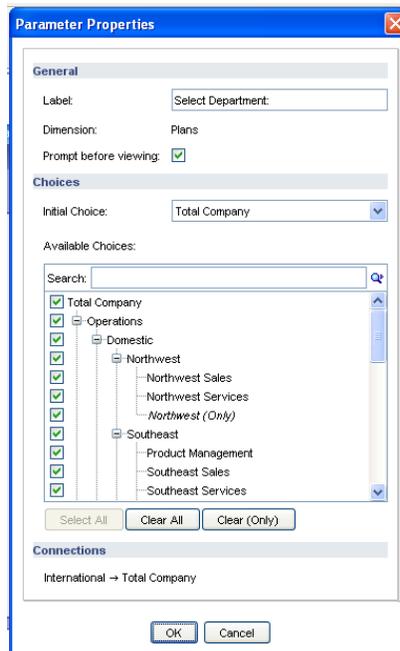
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Here are the steps to add a Parameter to a report so that the end users can select a specific plan at runtime on which to filter the report:

- (1) Drag the plan element from its current location in the report design area into the Parameter Area in the report. (In this example, the Plan element is in the filter, but you could also drag it from the columns axis, the rows axis, or the spreadsheet tab, depending on the report).



- (2) Right-click on the Plan parameter in the Parameter Area and update the properties. Select the Prompt before viewing option so that the user will be forced to select the plan prior to running the report.



- (3) Click OK and Save the report.

When a user runs this report, he will be prompted to select the plan prior to running the report.

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### *Example #2 – Creating a Report Parameter for Time*

A report author wants to create a report that shifts automatically as time passes without having to modify the report each month, quarter, or year to update the time element/elements. Prior to the addition of parameters, this was a manual process that had to be performed by the report author. It can now be accomplished using the relative time references in parameters.

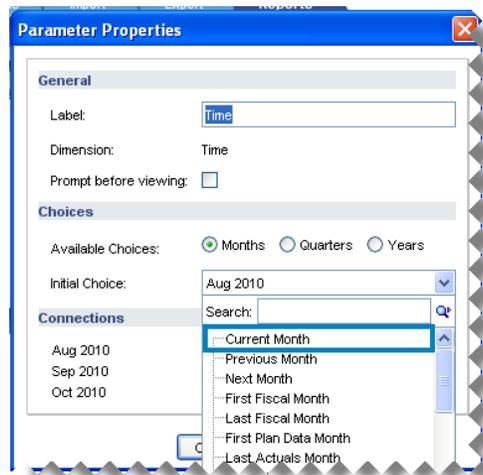
In this example, the report author would like to display three months in the report starting with the current month and she would like the report to automatically update from one month to the next without having to modify the report.

Here are the steps to set this up:

- (1) In this example, the current month is August, so you would drag August 2010, September 2010, and October 2010 into the columns axis of the report.

Aug 2010	Sep 2010	Oct 2010
Actuals	2010 Budget	

- (2) Select all three months by holding down the Ctrl key and clicking each month. Then, drag the selection into the Parameter Area.
- (3) Right click on the Time Parameter Element and select Properties.
- (4) In the Parameter Properties dialog box, select Months as the available choices and set the initial choice to **Current Month**. (The relative time references like Current Month, Previous Month, Next Month, etc. are determined by the system clock on each user's computer).



- (5) Click OK and Save the report.

Since all three months were connected to the same time parameter element, the elements will update accordingly with the correct offsets. For example, when the

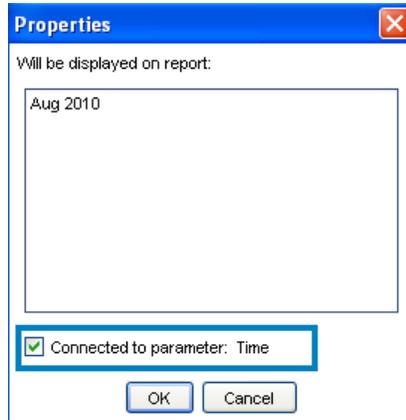
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current calendar month is December 2010, this report will display the following three months: December 2010, January 2011, and February 2011.

### ***Disconnecting an Element from a Parameter***

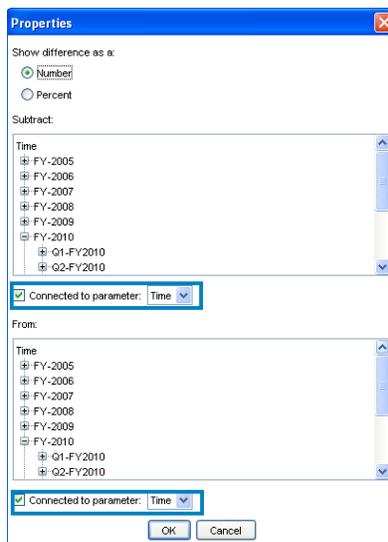
Deleting a parameter disconnects it from its connected elements, leaving the elements in place. In addition, deleting an element disconnects it from its connected parameter. To disconnect an element from a parameter without deleting the element, right click on the element, select Properties, and uncheck the Connected to parameter check box.



If disconnecting an element from a parameter leaves the parameter with no other connected elements, the parameter is deleted.

### ***Difference Elements with Parameters***

A difference element can have one or both of its operands parameterized, as long as the difference element is not in the Filters area. To parameterize an operand of a difference element, edit the properties of the difference element and select an existing single-select parameter to control the operand.



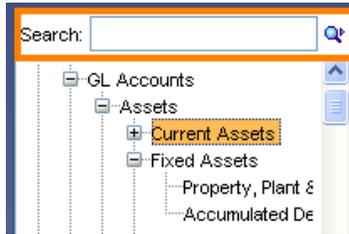
Parameters must already exist before they can be connected to a difference element.

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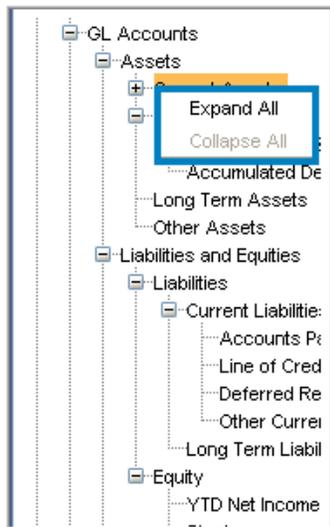
### Element Search

Report authors can quickly search for elements in the different element trees to make report building more efficient. When you key a search term into the search box, you are taken to the first matching element. To move to the next element, either press Enter on your keyboard or click the Find Next button.

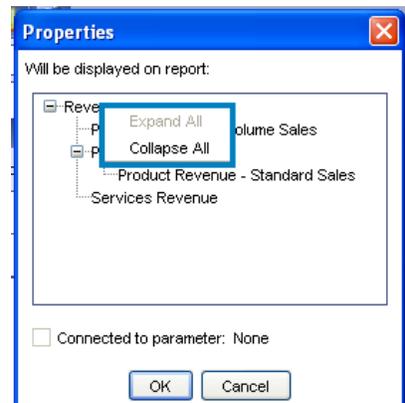


### Expand All/Collapse All for Reporting Elements

You can now right-click on a reporting element in the elements list to expand all nodes in that element.



This functionality is also available for elements already included in the report design area of a report. If this is the case, right-click on the element, select Properties and then right-click on the element to see the Expand All/Collapse All options.



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## ***Export Enhancements***

The layout of the Export screen has changed and there are additional options available. The following describes the different sections on the screen and the new functionality.

### **New Screen Layout and Functionality**

**Format** - This section allows you to select how the accounts and plans are labeled in the Export file. Click Edit next to Format to see the choices which are described below:

- **Adaptive Planning Account Names and Codes** - selecting this option will label the exported data with the account names and plan names found in Adaptive Planning.
- **External Account Codes** - will instead label the exported data with the account codes and plan names established in the Export Account Mappings and Export Plan Mappings screens. If an account or plan does not have an Export Mapping established it is excluded from the export by default. You can include all accounts and plans by selecting the **Include Unmapped Items** checkbox, in which case accounts and plans which do not have mappings will be labeled with the names they have in Adaptive Planning.

**Note:** If you plan to use the same External Accounts and Plans that you originally imported, you can copy the existing import mappings to the export mappings by clicking the Copy Selected Import Mappings button in the Export Account Mappings and Export Plan Mappings screens. By Ctrl- or Shift-clicking, you can specify particular ranges of import mappings to copy.

**Filter-** In the Filter section, you can click Edit to specify the Accounts, Plans, and Time Range to be included in the exported data. If not specified, all data will be exported.

- **Accounts** - this section displays a list of all accounts (GL, Custom, Metric, Modeled, Cube, Assumptions and Exchange rates) that exist in the model. You can Ctrl- or Shift-click to specify particular selections or ranges of accounts to include in the export.
- **Plans-** this section lists all plans to which you have access. You can Ctrl- or Shift-click to specify particular selections or ranges of plans to include in the export.
- **Time Range-** you can select the months to include in the export by selecting different options in the drop down selectors.

**Dimensions** - In this section you can choose a dimension or dimensions by which you want to tag the data in your export file. Clicking Edit next to Dimensions will display a list of all custom dimensions in your model.

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**Rules-** Click Edit next to Rules to see the three options described below:

- **Use Corporate Currency** - if this option is unselected, the exported data will be presented in the local currency for each plan. Select this checkbox to display the data in the Corporate Currency for all plans included in the export.
- **Include Empty Rows** - by default all rows without data are excluded from the export. If you would like to include all of the accounts and plans you have specified for this export regardless of whether the account or plan has data, select this option. If dimensions are included in the export, this option is unavailable.
- **Include Rollups**- if no filters are being applied to the export, you can optionally choose to include rollup (parent) accounts and plans in the export by selecting this option. If filters are being applied, this option is unavailable.

Once data is exported, the settings are remembered for the next export. This happens at the company level and not the individual user level.

### **Change to Export Permissions**

The permissions related to the Export functionality have changed as a result of the upgrade. Prior to the Adaptive Planning 7.0 release, the Export Permission did not respect a user's plan access. This meant, that any user with the Export permission could export data from all Plan and Account combinations within a company's model. Because of this, the Export permission was primarily assigned to Administrative users. With this update, the Export Permission now respects a user's plan access. This means that users with the Export Permission will only be able to export data from the plans to which they have access.

### ***New Import and Export APIs***

The Import and Export APIs are Web Services that allow connector technologies such as the Adaptive Planning Connector to import data from other systems directly into Adaptive Planning and export data from Adaptive Planning to other systems. Prior to this update APIs were available for Standard imports only. In this release, we are adding the following APIs:

- Import API for Cube Sheets
- Import API for Modeled Sheets
- Export API for Standard, Cube and Modeled Sheets

For more information about the APIs, see the **Adaptive Planning Data Integration API Guide** at the following link:

<https://news.adaptiveplanning.com/docs/Training/Adaptive%20Planning%20API.pdf>

### ***Validate Formulas***

The Validate Formulas functionality allows you to search for all formula errors in a particular version and view them on a single screen. This functionality is only available to users with both "Model" and "Sheet Access" permissions. This feature is accessed by clicking on the Validate Formulas link in the Build and Customize Model section on the Administration page. Clicking on this link runs an error checking procedure on the current working version and returns a page listing any formula errors.

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The following describes the different field in this screen:

- **Max Errors**-The maximum number of errors to display on the screen.
- **Exclude Reference Errors**- If this box is checked, Validate Formulas will only display cells that contain a formula with an error, omitting any cells that contain errors as the result of a valid formula referring to a value in an error cell.
- **Refresh**-Clicking this button will update the results to reflect any changes made in the Settings section.
- **Total Computations Required**- Shows the number of possible locations to be calculated in the model.
- **Total Computations Performed**- The number of computations actually performed while generating the page, until the Max Errors value is reached.
- **Time Elapsed**- The amount of time spent on the server to compute this information.
- **Errors found**- The total number of locations with errors that were encountered. If this number differs from the number of errors displayed below, a tooltip explains the discrepancy (e.g. "This number includes 27 rollup errors that were skipped").
- **Version Name**- The version name in which the formulas have been validated. Note: Validate Formulas is only performed on the current working version. To change the current working version, return to the Planning area and select another version.
- **Account Name**- The name of the account in which the error appears, with a tooltip for the account code.
- **Plan Name**- The name of the plan on which the error appears.
- **Date**- The month in which the error appears.
- **Error Message**- The error message, with a link to Cell Explorer. Clicking on the link will open up the Cell Explorer in a new window and from the Cell Explorer, users can link to the specific location of the error (only if the account containing the error is present on a sheet).

### ***Drag and Drop in Plan, Account and Dimension Admin***

Drag and drop functionality is now available to quickly move elements within the Plan, Account, and Dimension Admin screens.

Using the drag and drop functionality is a two-step process:

- (1) Click on the element to select it.
- (2) Click on the element again, and drag and drop it to its new location in the tree.

Once you drop the element, a dialog will appear asking you to confirm or cancel the move.



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In some instances, you will be prompted to specify whether you want to make the element a child or a sibling of the element on which you dropped the element.



### **NPV and IRR**

The formula syntax has been updated to include functions for Net Present Value (NPV) and Internal Rate of Return (IRR). These functions were added to the Mathematical functions list in the Sheet Formula Assistant where users can include them in formulas, but they can also be entered manually by users. The syntax is described below:

#### **NPV Syntax**

`npv(discount_rate, value1, value2, ..., valueN)`

This function returns the Net Present Value for series of cash flows. This function works similarly to Excel in that it does not account for the initial cash outlay. This function is also special in that if a time-range formula reference is provided for the value parameter, the formula is interpreted as a range of values and not a rollup.

For example, if the formula is **npv(0.1, ACCT.CF[time=this:this+11])**, the ACCT.CF formula reference will be interpreted as 12 distinct values instead of as a single rolled-up value. This would be equivalent to entering `npv(0.1, ACCT.CF[time=this], ACCT.CF[time=this+1], ..., ACCT.CF[time=this+11])`.

#### **IRR Syntax**

`irr(value1, value2, ..., valueN, estimated_irr)`

Estimates the internal rate of return for a series of cash flows. This function uses a trial and error algorithm which is usually accurate provided the outflow takes place in one time period (usually the first period). Like Excel's implementation of IRR, the function will try up to 20 iterations and stop if the result is close to the true value of IRR. Unlike Excel's implementation in which an error is returned if the resulting value is not close to the true value for IRR, this function will return a result regardless of whether the algorithm produces a close match to the true value for IRR.

This function is also special in that if a time-range formula reference is provided for the value parameter, the formula is interpreted as a range of values and not a rollup. For example, if the formula is **irr(ACCT.CF[time=this:this+11],0.05)**, the ACCT.CF formula reference will be interpreted as 12 distinct values instead of a single rolled-up value. This would be equivalent to entering `irr(ACCT.CF[time=this], ACCT.CF[time=this+1], ..., ACCT.CF[time=this+11],0.05)`.