

A hand is shown on the right side of the image, holding a white vertical bar. The background features a faint bar chart and a line graph with an upward-pointing arrow, suggesting growth or progress. The overall color scheme is blue and green.

planguru[®] UNIVERSITY



Class 1: Set-up and Import

We will start at 12:02

Presenter: Christian Wielage

Overview:

- PlanGuru Lesson Plan
 - Class 1:** Set-up Overview
 - Class 2:** Forecasting Methods and Assumptions & KPIs
 - Class 3:** Multi-Departmental, Reporting and Advanced Forecasting
- 2 Graduation Types (must apply for each)
 - Must submit all case studies (or real client projects) to be receive PGU certification.
 - Must attend all classes if you want to get CPE credit (7 Total CPE Credits: 3 Finance, 3 Specialized Knowledge and Applications, 1 Management Advisory Services)
 - Must answer 80% of all poll questions to get credit.
- Housekeeping
 - All materials and this recording can be found in the PlanGuru App
 - Send all emails to PGU@planguru.com



PGU Learning Plan:

PGUFREE

- First month free for an unlimited number of clients
 - Bring your colleagues through the class with you!
 - Additional internal users are always free for Business Advisors
- You need to be using the PlanGuru App to access the recordings and course materials.
- We will send a PGU wrap-up email.

About Christian:



Christian Wielage, CEO. Prior to joining PlanGuru, Christian was the Worldwide Plan Analyst for the Global Technologies Group at IBM. Preceding that he had a similar role with IBM North American Operations.

Since joining PlanGuru, he has helped hundreds of businesses, non-profits and financial professionals build more accurate budgets, forecasts and plans in less time.

Introduction:

- **Warning, this first class may be boring for many of you.**
- **Some of this discussion will be directed towards “Business Advisors”.**

Class One Overview:

1.) Set-up and Import – *Understanding how to efficiently setup PlanGuru analyses is one of the keys to profitably delivering these services to your clients. With a mastery of our setup tools and import Wizards, you can have a model up and running in minutes. We will do a detailed explanation of the set-up process under multiple scenarios.*

- A. Time parameters and other Set-up**
- B. Analysis Structure**
 - 1. Subtotal groupings
- C. Creating an Analysis from scratch**
 - 1. Basic Forecasting methods
- D. QuickBooks Import Overview**
 - 1. Initial import
 - 2. Actual results
- E. Excel Import**
 - 1. Preparing the data for import
 - 2. Initial import
 - 3. Actual Results
- F. 4 Primary Methods Overview**

Structure and Methods:

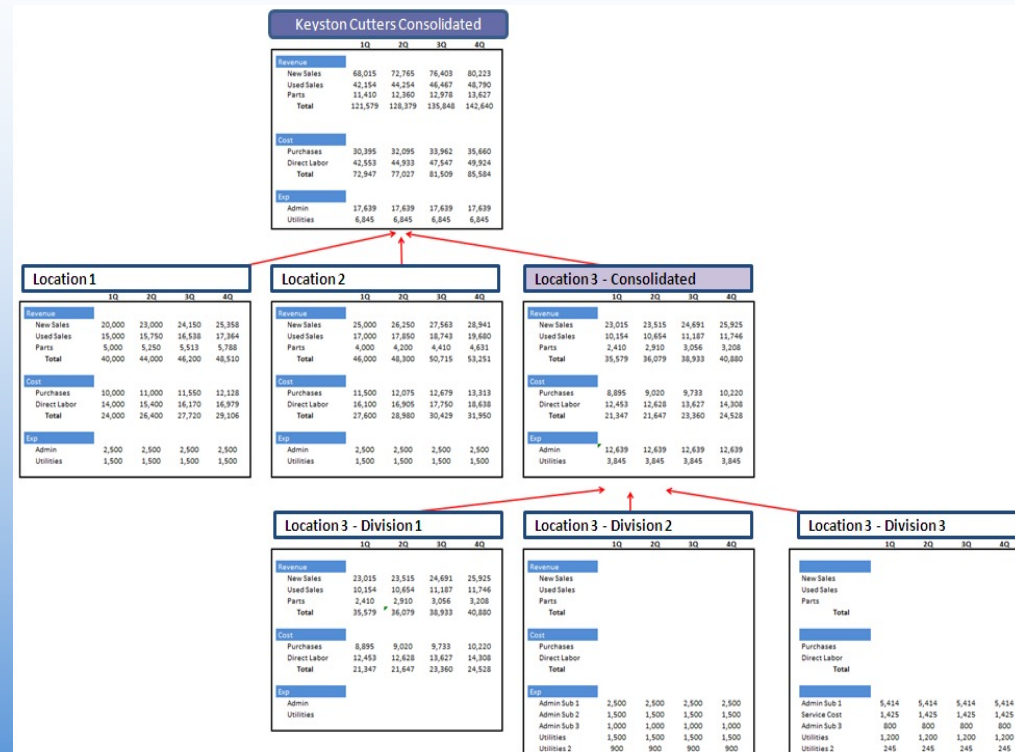
- Choosing the **correct** structure for a project (not the most detailed) is critical to success:
- Different projects require different levels of detail
 - Some businesses can accomplish all their requirements within the same structure, others need more
- Do we have the data to pull this off?

“Show me the detail”

Description	January	February	March	April
Revenue				
Revenue Type 1				
Revenue Type 1 > Sub 1	65,000	65,000	65,000	65,000
Revenue Type 1 > Sub 2	40,000	40,000	40,000	40,000
Revenue Type 1 > Sub 3	52,000	52,000	52,000	52,000
Revenue Type 1 > Sub 4	5,000	5,000	5,000	5,000
Total Revenue Type 1	162,000	162,000	162,000	162,000
Revenue Type 2				
Revenue Type 2 > Sub 1	32,000	32,000	32,000	32,000
Revenue Type 2 > Sub 2	24,700	24,700	24,700	24,700
Revenue Type 2 > Sub 3	32,100	32,100	32,100	32,100
Total Revenue Type 2	88,800	88,800	88,800	88,800
Revenue Type 3				
Revenue Type 3 > Sub 1	12,500	12,500	12,500	12,500
Revenue Type 3 > Sub 2	7,850	7,850	7,850	7,850
Revenue Type 3 > Sub 3	6,800	6,800	6,800	6,800
Total Revenue Type 3	27,150	27,150	27,150	27,150
Total Revenue	277,950	277,950	277,950	277,950

“We’re not that Good”

Description	January	February	March	April
Revenue				
Revenue Type 1	162,000	162,000	162,000	162,000
Revenue Type 2	88,800	88,800	88,800	88,800
Revenue Type 3	27,150	27,150	27,150	27,150
Total Revenue	277,950	277,950	277,950	277,950



Case Study 1

Build a completely hypothetical business (meaning it is just an idea at this point) with a goal of getting investor capital, a bank loan and a line of credit. It can be a made up “widget company”, that business you always dreamed about starting when you retire, or a real client situation.

Requirements:

Start with an empty analysis and add accounts one by one. DO NOT import a pre existing chart of accounts.

- Use the *Assumptions and KPIs* tab to support some revenue and cost calculations.
- Add a fixed term loan, line of credit and investor capital to fund some sort of up front investment.
- Have at least 15 accounts on the Income Statement and 8 on the Balance sheet.
- Create a *Subtotal Grouping*.
- Make it at least 5 years, with the first 3 years by month.