



Annual Rollover Process

(Based upon Version 2019.4)

Moderator: Ana Rundus, Client Relationship Executive

Presenter: Wil Coiner, Client Analyst

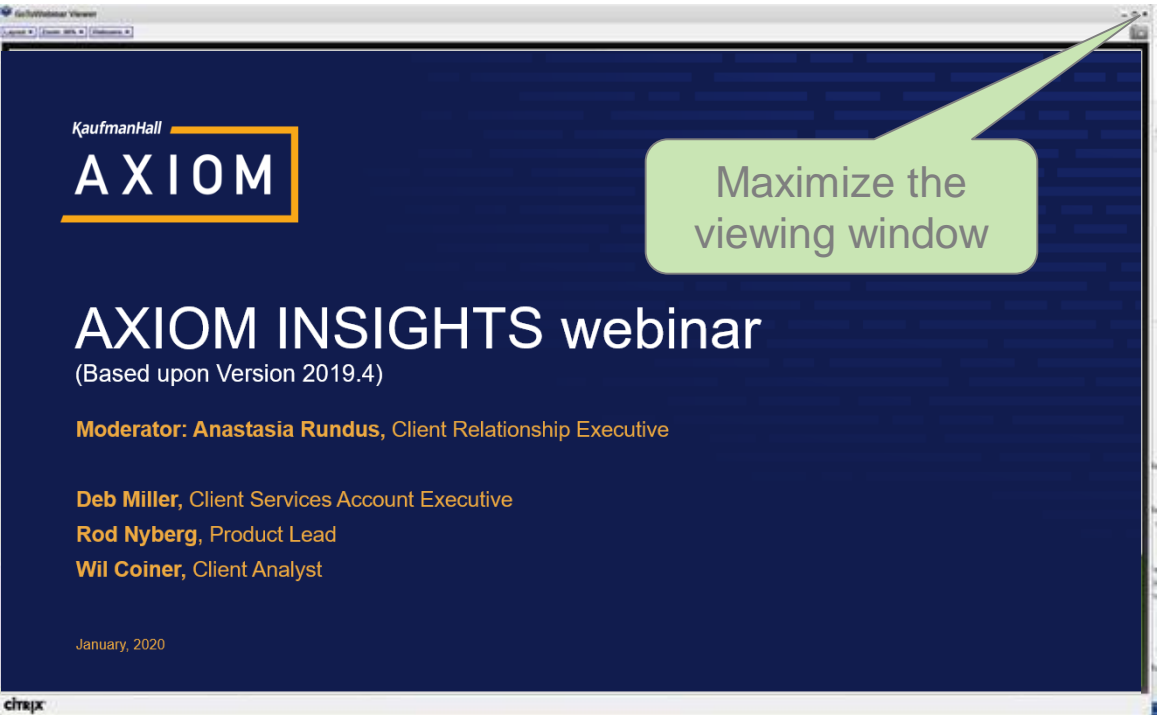
January, 2020

AGENDA

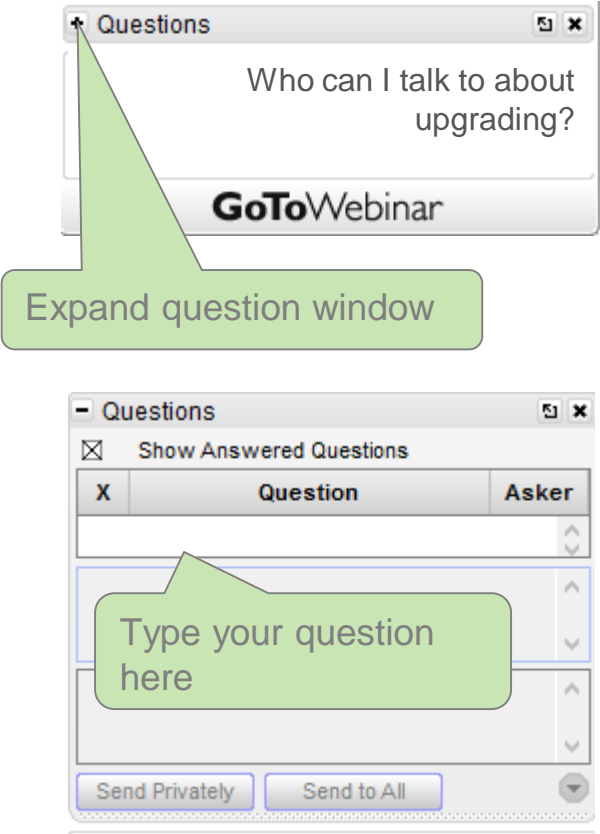
- Introductions & Webinar instructions
- Updates to the online Axiom HELP system
- Preparing for your next planning cycle
- Questions and Answers

WEBINAR INFORMATION

Maximize your viewing window



Submit questions



REGISTRATION IS OPEN!

Registration Fee is \$1,395 through 3/20/20
After 3/20/20, registration fee is \$1,595



ELEVATING PERFORMANCE.
TOGETHER.

April 26-29, San Antonio, Texas

summit.kaufmanhall.com





FINANCIAL INSTITUTIONS

Feb 18, 2020, 10am Pacific / 1pm Eastern

Taming the Wild Ride: Key Strategies for Profitable Growth in 2020

<https://www.americanbanker.com/web-seminars/taming-the-wild-ride-key-strategies-for-profitable-growth-in-2020>

In this session, Kaufman Hall Finance experts Tom McCarthy and Bryan Ridgway will share key findings from our annual Financial Outlook survey of CFOs and senior finance professionals in U.S. banks, credit unions, and farm credit associations, focusing in these areas:

- Top priorities and challenges for financial institutions
- Opportunities for more robust profitability analysis
- Evolution of the planning process

Then discover the recommended strategies in these areas to gain a competitive edge and to thrive in the face of 2020 market challenges.



FINANCIAL INSTITUTIONS

Feb 25, 2020, 11am Pacific / 2pm Eastern
Axiom RPPS Demonstration: See It In Action

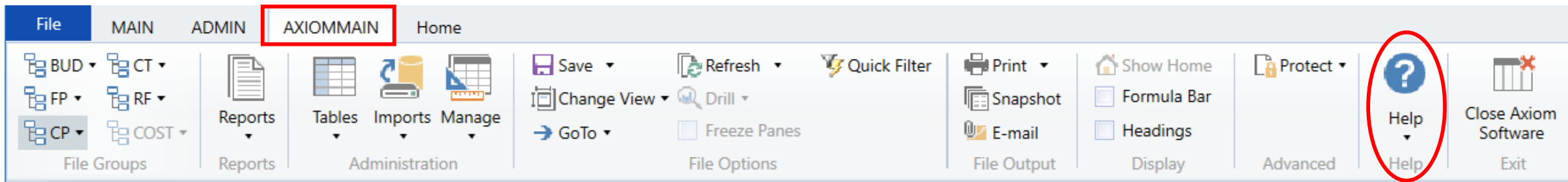
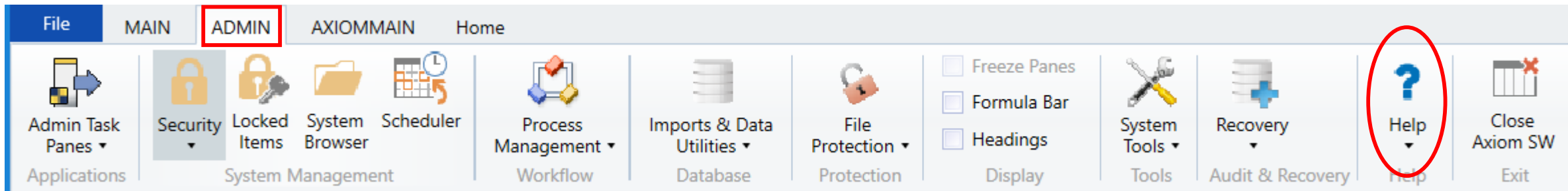
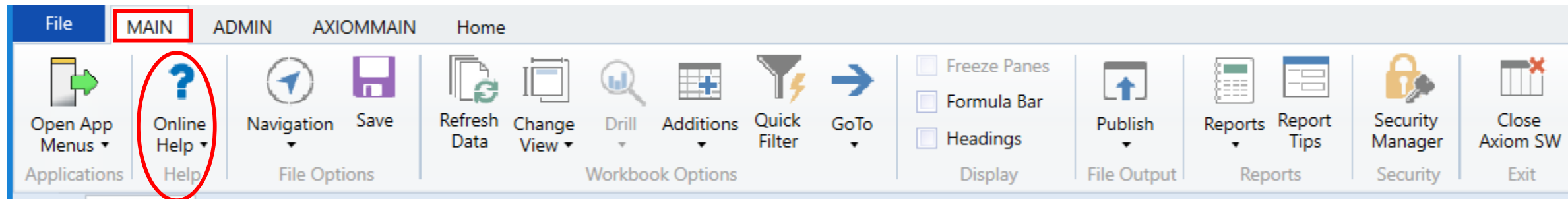
Watch your email for registration details to attend this product demonstration of Axiom Relationship Profitability and Pricing System.

- Learn how you can empower institution leaders and relationship managers to:
- Understand each client's sphere of influence by building and managing complex relationships in an intuitive graphical view
- Measure and monitor account, customer, and relationship profitability with high accuracy
- Price business accurately to ensure hurdle rates are met, compare pricing scenarios, and optimize profitability

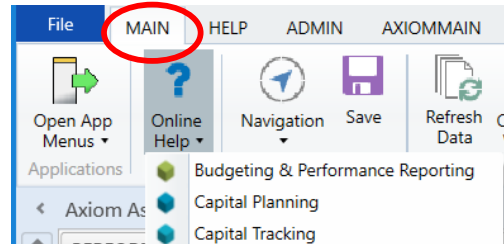
Updates to the online Axiom HELP system

AXIOM HELP – OVERVIEW

NOTE - With the release of Version 2019.4, all HELP options have been moved to the MAIN | AXIOM MAIN or ADMIN | AXIOM ADMIN menus



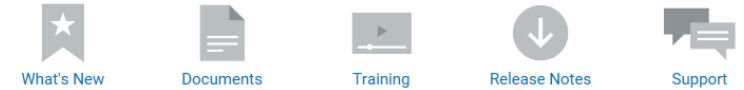
AXIOM HELP – ONLINE HELP



Online Help also available from the AxiomMain menu

- Product-based documentation is based upon the industry as well as the products which are licensed
 - What's New
 - Documents
 - Administrator's Guides
 - User Guides
 - Training Materials
 - Training – Register for classes and access on-demand videos
 - Release Notes – Current and previous releases
 - Support – How to contact
- Webinars – Axiom Insights – Sign up for upcoming webinars & view past recordings

Axiom Budgeting and Performance Reporting 2019.4 Help



Version 2019.4



NOTE: Significant changes were made to 2019.3. If you upgraded to 2019.4 from a version prior to 2019.3, we recommend that you review the [FAQ document](#) and watch [this video](#) to understand the scope of the changes.

Welcome to Kaufman Hall's Axiom Budgeting & Performance Reporting Suite—sophisticated, flexible performance management solutions that empower finance professionals to analyze results, model the future, and optimize organizational decision making.

Version 2019.4 features enhancements such as:

- New Executive and Department Monthly Package file collect utilities allow you to manage the distribution of multiple monthly reports to multiple executive and management personnel
- Resolved known issues as well as improving feature performance and usability

IMPORTANT: Some of the new features are included in the latest Prototype file group. You must create a new file group to use these features. For instructions (including video instructions), see [Rolling Forward to a New Budget Year](#)

Webinars - Axiom Insights



Join us for a free, live webinar hosted each quarter by Axiom technical experts. The webinars will cover a range of topics to help you get the most out of your Kaufman Hall products. Can't make the live event? Register and we'll send you a link to the recording.

Sign up today!

- [Healthcare](#)
- [Financial Institutions](#)
- [Higher Education](#)

For more information, including watching past recordings, click [here](#).

Troubleshooting



Need help resolving an error or other issue in Axiom Budgeting & Performance Reporting? Search our [Troubleshooting knowledge base](#) for answers to common issues.

AXIOM HELP – ONLINE RESOURCES

The screenshot shows the Axiom Software Help website interface. At the top, the AXIOM logo is on the left, and a search bar is on the right. Below the logo is a navigation menu with categories like 'What's New', 'Using Axiom', 'Web Reports', 'FILE DESIGN', 'SYSTEM ADMINISTRATION', 'MORE INFORMATION', and 'Reference'. The main header reads 'Axiom Software Help'. Below this are icons for 'What's New', 'Documents', 'Training', 'Downloads', and 'Support'. The 'Support' icon is highlighted with a green box and a callout: 'Start Here! Search across over 8,000 included assets'. The 'Training' icon is also highlighted with a green box and a callout: 'Instructions for an MSU to escalate an issue to Support'. The 'Documents' icon is highlighted with a green box and a callout: 'Links to Webinars and register for training'. The 'Downloads' icon is highlighted with a green box and a callout: 'Instructions for an IT staff to resolve technical issues'. The 'What's New' icon is highlighted with a green box and a callout: 'Live view of our latest updates available to you'. The 'Support' icon is highlighted with a green box and a callout: 'Newest features currently in your system'. The main content area features a 'Version 2019.4' section with a welcome message and a list of enhancements. Below this are sections for 'Webinars', 'Troubleshooting', and 'Latest Updates', each with an icon and a brief description. The 'Webinars' section includes a link to sign up for a training webinar. The 'Troubleshooting' section includes a link to the troubleshooting knowledge base. The 'Latest Updates' section includes a link to the latest patch (2019.4.22) and a link to the release notes.

AXIOM

Search

Axiom Software Help

What's New Documents Training Downloads Support

Version 2019.4

Welcome to Kaufman Hall's Axiom Software Suite—sophisticated, flexible performance management solutions that empower finance professionals to analyze results, model the future, and optimize organizational decision making.

Version 2019.4 features enhancements such as:

- Fixed Report component enhancements to accommodate a wider variety of report needs, including greater flexibility to define the rows of dynamic row sections, and the ability to designate contra accounts to automatically subtract from subtotals
- Export Formatted Grid components to a spreadsheet with formatting automatically applied
- Import Wizard enhancements to assist in testing and troubleshooting imports
- Expanded support for Ellucian imports, including the ability to import from Colleague systems and specify default connections

See [What's new](#) and [Release notes](#) for more information.

Webinars

Looking for additional Axiom Software training opportunities? Sign up for a training webinar [here!](#)

Troubleshooting

Need help resolving an error or other issue in Axiom Software? Search our [Troubleshooting knowledge base](#) for answers to common issues.

Latest Updates

Latest patch: 2019.4.22 (January 6, 2020)
See the updated [release notes](#) for information on fixes included in this patch.

Start Here! Search across over 8,000 included assets

Instructions for an MSU to escalate an issue to Support

Links to Webinars and register for training

Instructions for an IT staff to resolve technical issues

Live view of our latest updates available to you


Newest features currently in your system

Training on all Axiom features and capabilities


AXIOM HELP – SOFTWARE UPDATES

- Platform innovations released every quarter, all are cumulative and optional – and easy to apply
- Notifications are displayed in Axiom Help and provided via email
- **SANDBOX** - Axiom staff will update your sandbox environment at your request
- **PRODUCTION** - Axiom staff will update production when requested


Axiom Software Help




What's New




Documents



Training




Downloads



Support

Version 2019.4




Welcome to Kaufman Hall's Axiom Software Suite—sophisticated, flexible performance management solutions that empower finance professionals to analyze results, model the future, and optimize organizational decision making.

Version 2019.4 features enhancements such as:

- Fixed Report component enhancements to accommodate a wider variety of report needs, including greater flexibility to define the rows of dynamic row sections, and the ability to designate contra accounts to automatically subtract from subtotals
- Export Formatted Grid components to a spreadsheet with formatting automatically applied
- Import Wizard enhancements to assist in testing and troubleshooting imports
- Expanded support for Ellucian imports, including the ability to import from Colleague systems and specify default connections


See [What's new](#) and [Release notes](#) for more information.

Webinars




Looking for additional Axiom Software training opportunities?
Sign up for a training webinar [here!](#)

Troubleshooting



Need help resolving an error or other issue in Axiom Software?
Search our [Troubleshooting knowledge base](#) for answers to common issues.

Latest Updates




Latest patch: 2019.4.22 (January 6, 2020)
See the updated [release notes](#) for information on fixes included in this patch.


AXIOM HELP – CONTACTING SUPPORT

- Trained Administrators and MSUs of Axiom may contact Axiom Support for additional guidance on issues not resolved by Axiom Help resources
- Instructions, expectations and contact details are contained within **Axiom Help | Support**


Axiom Software Help




What's New




Documents



Training




Downloads



Support

Version 2019.4




Welcome to Kaufman Hall's Axiom Software Suite—sophisticated, flexible performance management solutions that empower finance professionals to analyze results, model the future, and optimize organizational decision making.

Version 2019.4 features enhancements such as:

- Fixed Report component enhancements to accommodate a wider variety of report needs, including greater flexibility to define the rows of dynamic row sections, and the ability to designate contra accounts to automatically subtract from subtotals
- Export Formatted Grid components to a spreadsheet with formatting automatically applied
- Import Wizard enhancements to assist in testing and troubleshooting imports
- Expanded support for Ellucian imports, including the ability to import from Colleague systems and specify default connections


See [What's new](#) and [Release notes](#) for more information.

Webinars




Looking for additional Axiom Software training opportunities?
Sign up for a training webinar [here!](#)

Troubleshooting



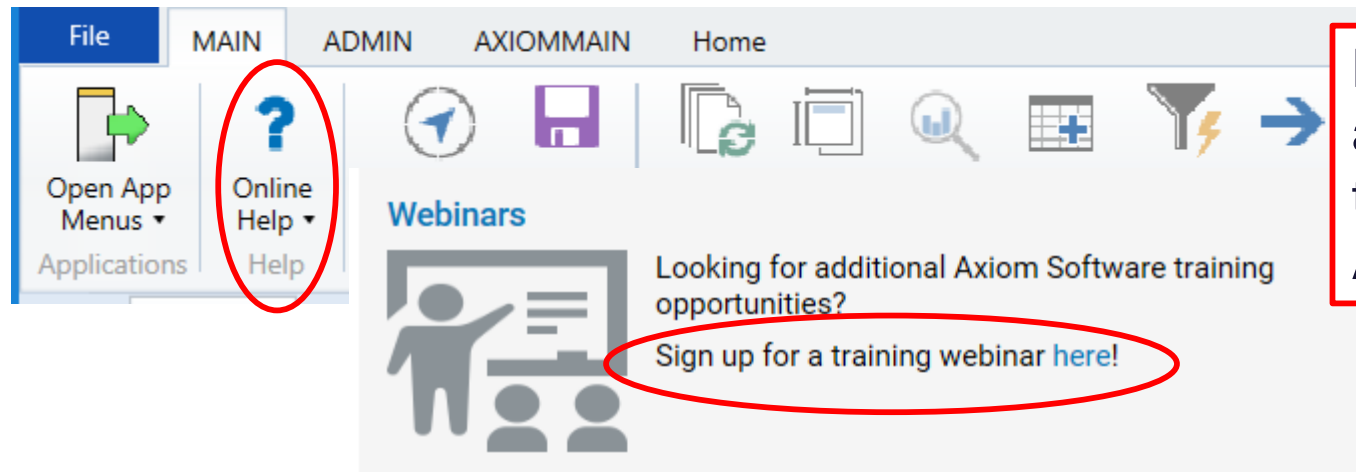
Need help resolving an error or other issue in Axiom Software?
Search our [Troubleshooting knowledge base](#) for answers to common issues.

Latest Updates



Latest patch: 2019.4.22 (January 6, 2020)
See the updated [release notes](#) for information on fixes included in this patch.

AXIOM HELP – ONLINE TRAINING



NOTE - With the release of Version 2019.4, all OnLine Training will be available through **Help** on the MAIN|AXIOM MAIN or ADMIN|AXIOM ADMIN ribbons.

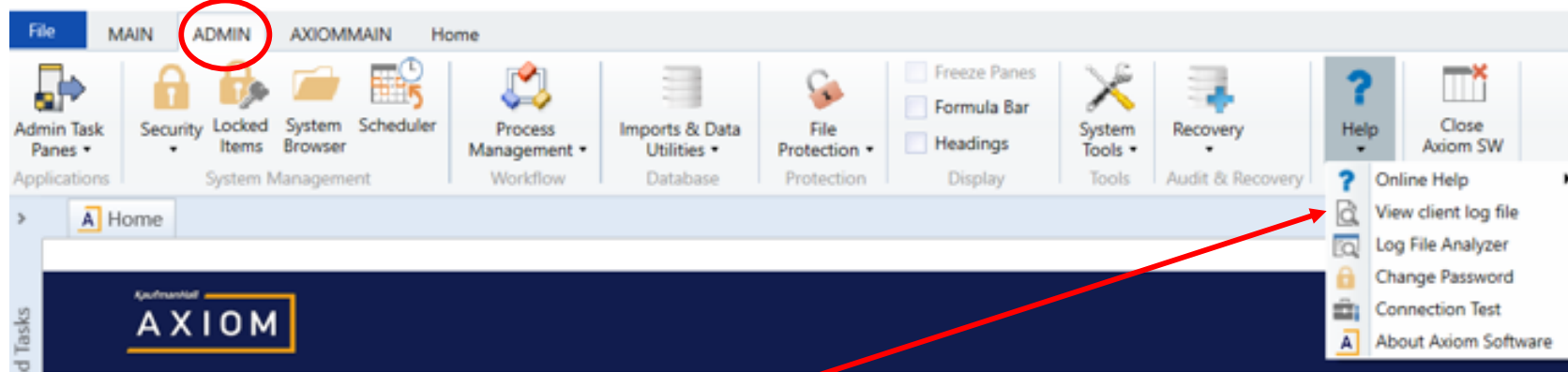
- Training Overview
 - Register for all free online training classes (except Axiom Academy)
 - No longer requires a KH Axiom website login
- Training Videos
 - On Demand recorded videos on a variety of subjects ranging from 1-60 minutes
- Axiom Academy
 - Register by sending an email to AxiomAcademy@kaufmanhall.com

AXIOM HELP – TRAINING VIDEOS

- On Demand recorded videos on a variety of subjects ranging from 1-60 minutes

The screenshot displays the Axiom Help Training Videos interface. The left sidebar contains a navigation menu with the following items: Process management, Scheduler, Security, File management, Configuring the home page, Hiding or displaying items in the Bud Admin task pane, MORE INFORMATION, Troubleshooting, Tutorial videos (highlighted with a red box), What's new, Getting started, Drivers, Plan files, Security, Reference, Documents, Release notes, Additional resources, and Kaufman Hall Software Support. The main content area is titled 'Drivers - Tutorial videos' and includes a breadcrumb trail 'Home > Tutorial videos > Drivers'. It features two video players: 'Assumptions' and 'Benchmark'. The 'Assumptions' video player shows a thumbnail with the text 'Driver File-Assumptions' and 'KaufmanHall axiomsoftware'. The 'Benchmark' video player shows a thumbnail with the text 'Driver File-Benchmark' and 'KaufmanHall axiomsoftware'. The right sidebar, titled 'On this page', lists the following topics: Assumptions, Benchmark, Expense Adjustments, Global Expense, Global Revenue, Configuration, Depreciation, Driver, General Overview, Global Data and Global Data Configuration, Labor Accounts, Labor Configuration, Labor Limits, Labor Rates, Labor Target, Revenue Adjustments, Stat Acct, Statistics Supplement, Statistics - Part I, and Statistics - Part II. The 'On this page' sidebar is highlighted with a red box.

AXIOM HELP – UTILITIES



- View client log file
 - Creates spreadsheet log of activity from user workstation
- Log File Analyzer
 - Log of activity from user workstation
 - Filter options
- Connection Test
- About Axiom Software

NOTE - With the release of Version 2019.4, these options have moved to the ADMIN | AXIOM ADMIN **Help** menus

Preparing for your next planning cycle

AXIOM

GENERAL ROLL FORWARD STEPS

- Update Import variables
- Clone tables to generate next year tables
- Clone file group to generate next year file group
- Update file group aliases
- Update system current year variable
- Update scheduler variables

UPDATE IMPORT VARIABLES

- Open all imports that have year selection import variables and update to include new year
- Many imports will allow free input and adding new choices will not be necessary

01-Load GL 12 months - Flat File Import - {Table}{Year Selection} Table


General Source Variables Mapping Transforms Execute

Define variables to be used in column mapping and transforms. Variables are referenced with {variable}.

☐ Prompt for value even if variable only contains one choice

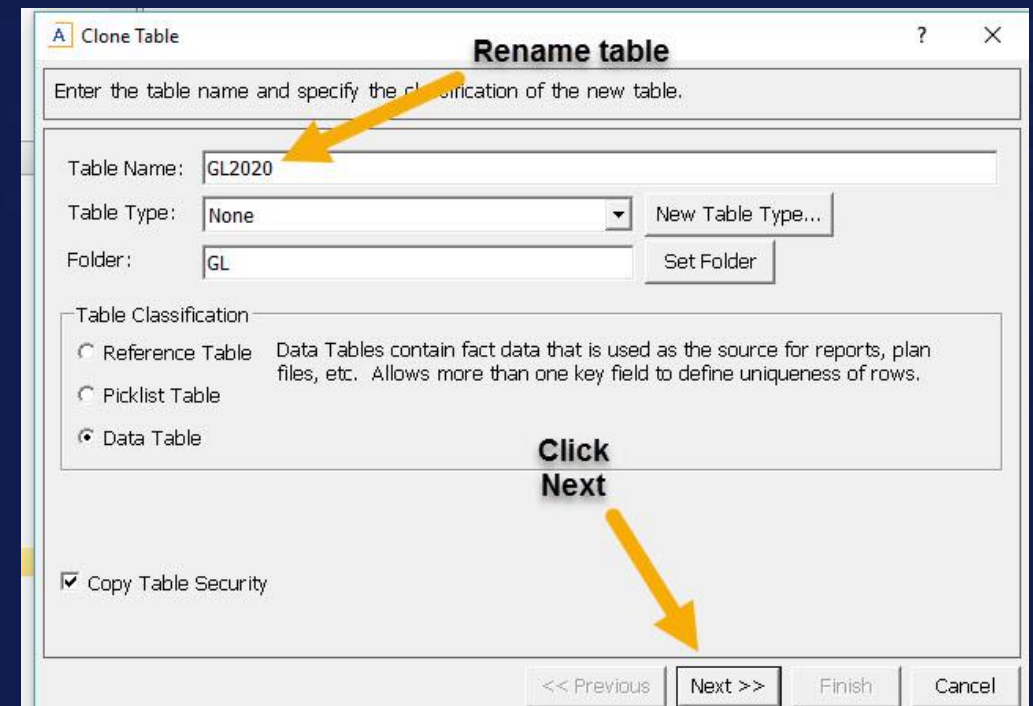
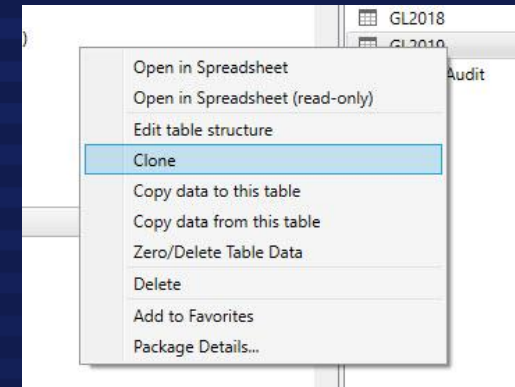
Name	Choices	Description	Allow Free Input
Table	ACT;BUD	Select Table	<input type="checkbox"/>
Year Selection	2018,2019,2020	Input Year (YYYY)	<input type="checkbox"/>

Update variable selection values



CLONE TABLES TO GENERATE NEXT YEAR TABLES

- Axiom Explorer
 - Right-click File Group
 - Select “Clone”
- Update Table Name
- Click “Next”
- Make any changes to table or column properties that need to be made in the new table
- Click “Finish”
- Click “OK” to generate table

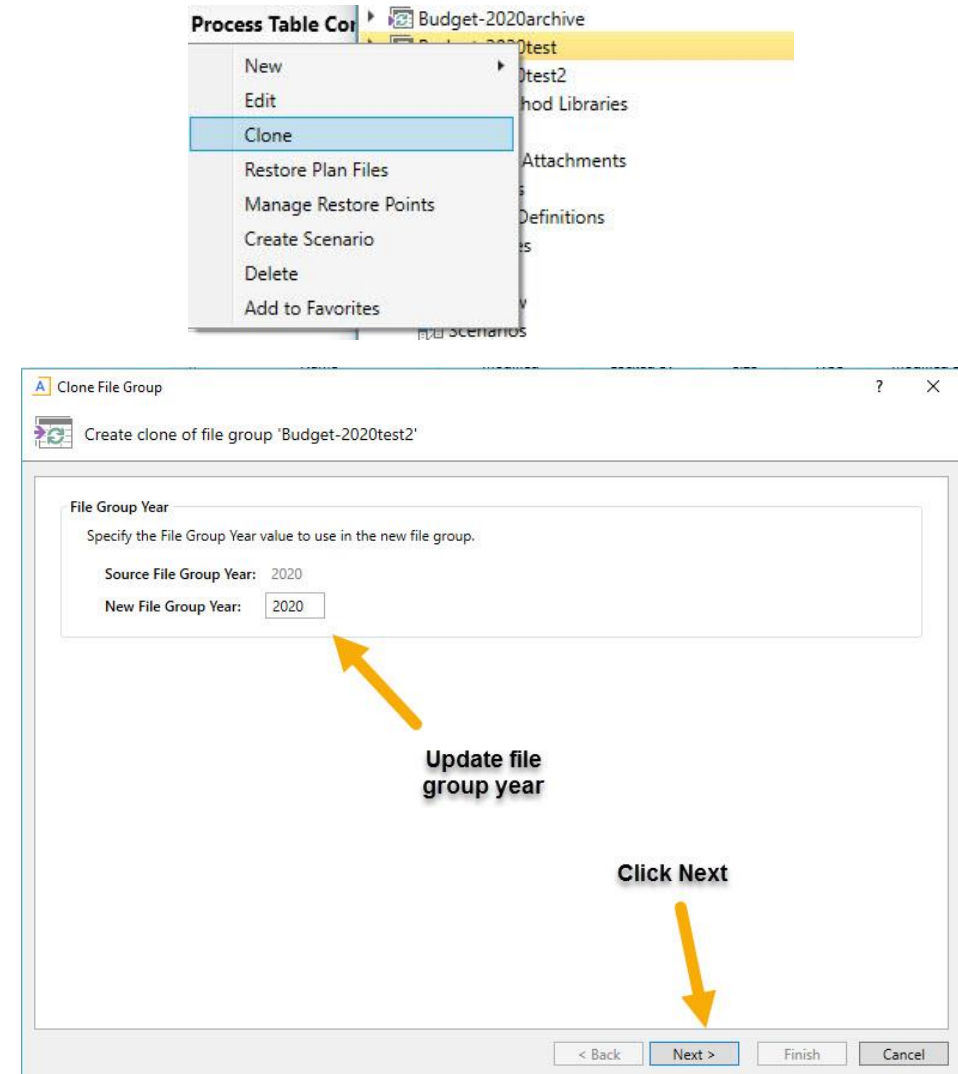


CLONE FILE GROUP TO GENERATE NEXT YEAR FILEGROUP

Only performed if your system does not include a packaged roll forward utility

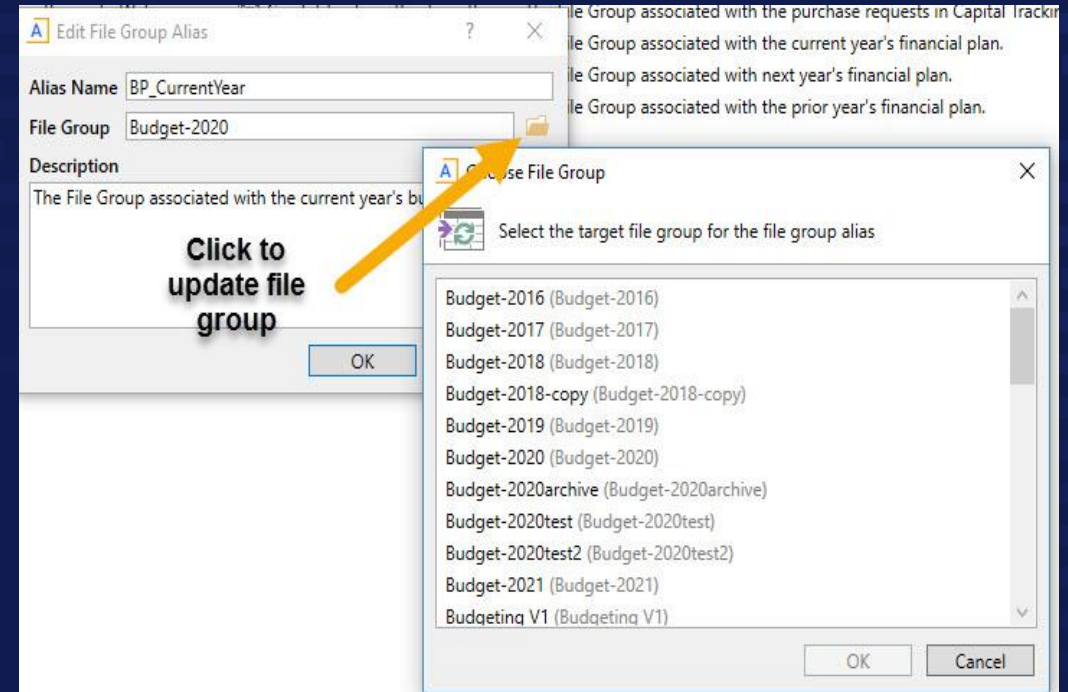
- Axiom Explorer
 - Right-click File Group
 - Select “**Clone**”
- Change **New File Group Year** value
- Click “**Next**”
- Choose the **Plan Code Table**
 - Update appropriate file group properties
- Click “**Finish**”

This will generate the file group and all associated driver tables used by file group



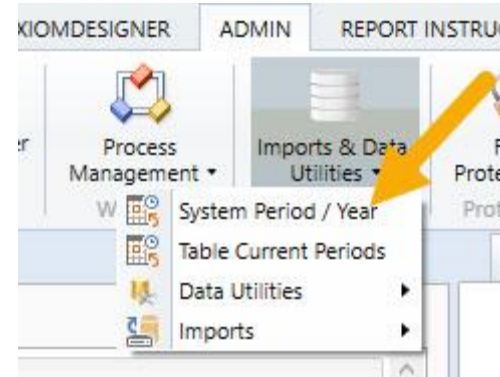
UPDATE FILE GROUP ALIASES

- Open Axiom Explorer and click on File Group Aliases under the File Groups section
- Double-click on the relevant aliases and update the file group the alias points to by **clicking the folder icon** to the right of the current file group



UPDATE SYSTEM CURRENT YEAR VARIABLE

- Select
 - **ADMIN** ribbon
 - **Imports & Data Utilities**
 - **System Period / Year**
- Update the **System Current Year** value
 - This is used by reports and other tools in Axiom to resolve table names and period selections

A screenshot of the 'System Current Period' dialog box. The title bar reads 'System Current Period'. The main text says 'Change the value below to update the System Current Period.' There are two sections: 'System Current Period' with 'Current Value' 5 and 'New Value' 5; and 'System Current Year' with 'Current Value' 2018 and 'New Value' 2019. At the bottom are 'OK' and 'Cancel' buttons.

UPDATE SCHEDULER VARIABLES

- Update any scheduled jobs that use job variables to resolve to a year
- **ADMIN ribbon | Scheduler | Job tab | Open**
- Select the **Variables** section under the job
- Update the variable value
- Check the job tasks and update any **Batch Variables**, if necessary

The top screenshot shows the 'Axiom Scheduler - File Processing' window. The 'Job' tab is selected, and the 'Variables' section is expanded. The 'Job values' table is visible, showing a variable named 'Year' with a default value of '2019'.

Variable Name	Default Value
Year	2019

The bottom screenshot shows the 'Task Control' section. The 'File Processing' task is selected, and the 'Batch Variables' table is visible. An arrow points to the 'Year' variable, which is updated to '2018'.

Name	Value	Override
Year	2018	<input checked="" type="checkbox"/>

Questions and Answers

Please send suggestions for future webinars to

ClientRelations@kaufmanhall.com