

## Field Listing

This table contains all the new fields with client descriptions.

Display Name	Client Description
Adjustment Gross PTD	The Gross Value of Adjustments entered for the period entered in the Date Filter
Adjustment Gross YTD	The Gross Value of Adjustments entered from Financial Year Start Date to End Date entered in the Date Filter
Adjustment Net PTD	The Net Value of Adjustments entered for the period entered in the Date Filter
Adjustment Net YTD	The Net Value of Adjustments entered from Financial Year Start Date to End Date entered in the Date Filter
Adjustment Tax PTD	The Tax amount of Adjustments entered for the period entered in the Date Filter
Adjustment Tax YTD	The Tax amount of Adjustments entered from Financial Year Start Date to End Date entered in the Date Filter
Ass Maximum Fee	Maximum Fee field under the Assignment Main screen
Assgt Code Right	Code of the Assignment only (does not include the Client code)
Assgt Date Closed	Date when the Assignment status was changed to closed
Assgt Date Created	Date when the Assignment was created
Assgt Name Right	Name of the Assignment only (does not include the Client name)
Assgt Parent Code	Assignment code of the Parent Entity/Individual attached to the Assignment in the Group tab of the Assignment (NOT THE CLIENT)
Assgt Parent Name	Name of the Parent Entity/Individual attached to the Assignment in the Group tab of the Assignment (NOT THE CLIENT)
Assignment Centre	Centre attached to Assignment in the Assignment Main tab
Assignment Code	Code for the assignment - which is the Client Code & Assignment code combined
Assignment Company	Company attached to Assignment in the Assignment Main tab

Display Name	Client Description
Assignment Dept	Department attached to Assignment in the Assignment Main tab
Assignment Name	Name of the Client and Assignment combined into one field - separated with a /. E.g. ABC Pty Ltd/ Accounting
Assignment Office	Office attached to Assignment in the Assignment Main tab
Assignment Status	Status of the Assignment i.e Open, Held or Closed
Assignment Type	Name of the Assignment Type the Client/ Assignment is based upon
BadDebt Gross PTD	The Gross value of Bad Debts entered for the period entered in the Date Filter
BadDebt Gross YTD	The Gross value of Bad Debts entered from Financial Year Start Date to End Date entered in the Date Filter
BadDebt Net PTD	The Net Value of Bad Debts entered for the period entered in the Date Filter
BadDebt Net YTD	The Net Value of Bad Debts entered from Financial Year Start Date to End Date entered in the Date Filter
BadDebt Tax PTD	The Tax amount of Bad Debts entered for the period entered in the Date Filter
BadDebt Tax YTD	The Tax amount of Bad Debts entered from Financial Year Start Date to End Date entered in the Date Filter
CB Debt Gross PTD	The Gross value of outstanding Debtors closing balance as at the Period End date
CB Debt Net PTD	The Net Value of outstanding Debtors closing balance as at the Period End date
CB Debt Tax PTD	The Tax value of outstanding Debtors closing balance as at the Period End date
Charge Rate Avg PTD	PTD Charge \$/PTD charge hrs
Charge Rate Avg YTD	YTD Charge \$/YTD charge hrs
Client Code	Client Code for the client
Client Company Code	Code of Company attached to the Client visible in the Client Responsibility tab
Client Company Name	Name of Company attached to the Client visible in the Client Responsibility tab

Display Name	Client Description
Client Date Closed	Date of when the Client Status was changed to closed on system
Client Date Created	Date when the Client was created on the system
Client Dept	Department attached to the client in the responsibility tab
Client Fee Budget \$ LY	Fee Budget for Last Year entered in the Extra Tab for an extra value "Fee Budget". Note this is for the year, and must be manually updated each year if budget differs
Client Fee Budget \$ YTD	Fee Budget entered in the Extra Tab for an extra value "Fee Budget". Note this is for the year, and must be manually updated each year if budget differs
Client Name	Name of the client, for entities it is the MAIN name and for individuals it is the Last name and then first name
Client Office Name	Office attached to the client in the responsibility tab
Client Parent Code	Client Code of the Parent Entity/Individual attached to the Client in the GROUP tab
Client Parent Name	Name of the Parent Entity/Individual attached to the Client in the GROUP tab
Client Partner	Partner responsible for Client at the Start Date of the first Start Date of the report. Note if partner changed over, last partner attached will be reported only
Code Type	Type of transactions i.e Time, Disbursement, Miscellaneous or Estimate to Complete
Contact Type	Whether it's a person or an organisation
Default Charge Rate	The value of the current Default Charge Rate for each employee. The Default Charge Rate is the Charge Rate Type that the Practice has chosen as the Practice default under Maintenance \System \ Charge Rate Type.
Default Charge Start Date	The Start Date on the current Default Charge Rate for each employee. The Default Charge Rate is the Charge Rate Type that the Practice has chosen as the Practice default under Maintenance \System \ Charge Rate Type.
Disb CB WIP YTD	Outstanding Closing balance for Disbursements charge only as at the Period End date.

Display Name	Client Description
Disb Charge \$ PTD	Disbursements charge \$ from the Start Date to End Date entered in the Date Filter
Disb Charge \$ YTD	Disbursements charge \$ from the Financial Year Start Date to End Date entered in the Date Filter
Disb Fees \$ PTD	Disbursement Fees raised from the Start Date to End Date entered in the Date Filter
Disb Fees \$ YTD	Disbursement fees raised from the Financial Year Start Date to the End Date entered in the Date Filter
Disb OB WIP PTD	Opening balance as at Start Date for Outstanding WIP Disbursements
Disb OB WIP YTD	Opening balance as at Financial Year Start Date for Outstanding WIP Disbursements
Disb WO \$ PTD	Disbursements written off/up from the Start Date to the End Date entered in the Date Filter (based on Fee date)
Disb WO \$ YTD	Disbursements written off/up from the Financial Year Start Date to the End Date entered in the Date Filter (based on Fee Date)
Discount Gross PTD	The Gross value of Bad Debts entered for the period entered in the Date Filter
Discount Gross YTD	The Gross value of Bad Debts entered from Financial Year Start Date to End Date entered in the Date Filter
Discount Net PTD	The Net Value of Bad Debts entered for the period entered in the Date Filter
Discount Net YTD	The Net Value of Bad Debts entered from Financial Year Start Date to End Date entered in the Date Filter
Discount Tax PTD	The Tax amount of Bad Debts entered for the period entered in the Date Filter
Discount Tax YTD	The Tax amount of Bad Debts entered from Financial Year Start Date to End Date entered in the Date Filter
ETC CB WIP YTD	Outstanding Closing Balance for Estimates to complete charge only as at the Period End date.
ETC Fees \$ PTD	Unabsorbed Estimates to complete fees raised from the Start Date to End Date entered in the Date Filter

Display Name	Client Description
ETC Fees \$ YTD	Unabsorbed Estimates to complete fees raised from the Financial Year Start Date to the End date selected in the Date Filter
ETC OB WIP PTD	Opening balance as at Start Date for Outstanding WIP Estimate to Complete
ETC OB WIP YTD	Opening balance as at Financial Year Start Date for Outstanding WIP Estimate to Complete
ETC WO \$ PTD	Estimate to Complete written off/up from the Start Date to the End Date entered in the Date Filter (based on Fee date)
ETC WO \$ YTD	Estimate to Complete written off/up from the Financial Year Start Date to the End Date entered in the Date Filter (based on Fee date)
Inactive	Indicates whether the employee is set to Inactive in the Employee Main tab. This will enable you to filter out inactive employees where necessary.
Last Bill Amount	Net Amount last billed to the Client or Assignment
Last Bill Date	Last Fee Date posted for this client or Assignment
Last WIP Date	Date when Last WIP was posted
Lockup	Total of Outstanding WIP and Outstanding Debtors as at the End Date entered in the Date Filter
Mailing Name	Values entered in the Mailing Name field on the Amend Client Name screen
MC CB WIP YTD	Outstanding Closing balance for Miscellaneous Charges only at the Period End date.
MC Charge \$ PTD	Miscellaneous charge - charge \$ from Start Date to End Date entered in the Date Filter
MC Charge \$ YTD	Miscellaneous charge - charge \$ from the Financial Year Start Date to End Date entered in the Date Filter
MC Fees \$ PTD	Miscellaneous charge fees from the Start Date to End Date entered in the Date Filter
MC Fees \$ YTD	Miscellaneous charge fees raised from Financial Year Start Date to the End Date entered in the Date Filter
MC OB WIP PTD	Opening balance at Start Date for Outstanding WIP Miscellaneous charge
MC OB WIP YTD	Opening balance at Financial Year Start Date for Outstanding WIP Miscellaneous charge

Display Name	Client Description
MC WO \$ PTD	Miscellaneous charges written off/up from the Start Date to the End Date entered in the Date Filter (based on Fee date)
MC WO \$ YTD	Miscellaneous charges written off/up from the Financial Year Start Date to the End Date entered in the Date Filter (based on Fee date)
OB Debt Gross PTD	Opening Gross debtors balance as at the Period Start Date entered in the Start Date Filter
OB Debt Gross YTD	Opening Gross debtors balance at Financial Year Start Date
OB Debt Net PTD	Opening Net debtors balance at the Period Start Date entered in the Start Date Filter
OB Debt Net YTD	Opening Net debtors balance at Financial Year Start Date
OB Debt Tax PTD	Opening Tax debtors balance at the Period Start Date entered in the Start Date Filter
OB Debt Tax YTD	Opening Tax debtors balance at Financial Year Start Date
Productivity Bud % PTD	Indicates the percentage of the chargeable employee budget the employee has got for the accounting period(s) included in the date range entered. PTD Charge Hrs / PTD Budget Charge Hrs
Productivity Bud % YTD	Indicates the percentage of the chargeable employee budget the employee has got for the accounting period(s) from the Financial year Start Date to the End Date entered in the Date Filter. YTD Charge Hrs / YTD Budget Charge Hrs
Productivity Std % PTD	Indicates the percentage of chargeable employee hours over standard hours for the accounting periods included in the date range entered in the Date Filter (PTD Charge Hrs/PTD Std Hrs)
Productivity Std % YTD	Indicates the percentage of chargeable employee hours over standard hours for the accounting periods from the Financial Year Start Date to the End Date entered in the Date Filter (YTD Charge Hrs/ YTD Std Hrs)
Receipts Gross PTD	The Gross value of Receipts entered for the period entered in the Date Filter
Receipts Gross YTD	The Gross value of Receipts entered from Financial Year Start Date to End Date entered in the Date Filter

Display Name	Client Description
Receipts Net PTD	The Net Value of Receipts entered for the period entered in the Date Filter
Receipts Net YTD	The Net Value of Receipts entered from Financial Year Start Date to End Date entered in the Date Filter
Receipts Tax PTD	The Tax amount of Receipts entered for the period entered in the Date Filter
Receipts Tax YTD	The Tax amount of Receipts entered from Financial Year Start Date to End Date entered in the Date Filter
Std Hrs Bud PTD	Budgeted Standard hours entered in the employee budget screen for the period selected between the Start and End Date entered in the Date Filter.
Std Hrs Bud YTD	Budgeted Standard hours entered in the employee budget screen from the Financial Year Start Date and the End Date of the accounting period that the End Date entered on the Date Filter falls within.
Std Hrs YTD	Total standard hours for employee from the Financial Year Start Date to the End Date for the Accounting period that the filtered End Date falls within.
Time CB WIP YTD	Outstanding Closing balance for Time Charge only as at the Period End date.
Time Charge \$ PTD	Time charge \$ from the Start Date to End Date entered in the Date Filter
Time Charge \$ YTD	Time charge \$ from the Financial Year Start Date to End Date entered in the Date Filter
Time Charge Hrs PTD	Chargeable hours for the date range entered in the Date Filter
Time Charge Hrs YTD	Chargeable hours from the Financial year Start Date to the End Date entered in the Date Filter
Time Fees \$ Bud Year	Employee Budget dollar amount of Time billed entered in the Employee Budget screen for the whole of the current Financial year periods, regardless of the nominated date range in the Date Filter
Time Fees \$ PTD	Time Fees raised from the Start Date to End Date entered in the Date Filter
Time Fees \$ YTD	Time fees raised from the Financial Year Start Date to the End Date entered in the Date Filter

Display Name	Client Description
Time Fees Hrs Bud PTD	Employee Budget amount of Time hours billed entered in the Employee Budget screen for the period selected in the Date Filter
Time Fees Hrs Bud Year	Employee Budget amount of Time hours billed entered in the Employee Budget screen for the whole of the current Financial year periods, regardless of the nominated date range in the Date Filter
Time Fees Hrs Bud YTD	Employee Budget amount of Time hours billed entered in the Employee Budget screen from the Financial year start period to the period End Date entered in the Date Filter
Time Fees Hrs PTD	Time hours billed for the date range entered in the Date Filter
Time Fees Hrs YTD	Time hours billed from the Financial year Start Date to the End Date entered in the Date Filter
Time NonChg \$ PTD	Non-Chargeable portion of Time in \$ from the Start Date to the End Date entered in the Date Filter
Time NonChg \$ YTD	Non-Chargeable portion of Time in \$ from the Financial Start Date to the End Date entered in the Date Filter
Time NonChg Hrs Lost PTD	Lost hours for the date range entered in the Date Filter, where Lost hours=time captured to non chargeable assignment types, where the Included time is not ticked. That is time not spent productively.
Time NonChg Hrs Lost YTD	Lost hours from the start of the financial year to the End Date entered in the Date Filter, where Lost hours=time captured to non chargeable assignment types, where the Included time is not ticked. That is time not spent productively.
Time NonChg Hrs Prod PTD	Non chargeable but productive hours for the date range entered in the Date Filter, where non chargeable =time captured to non chargeable assignment types, but Included time is ticked.
Time NonChg Hrs Prod YTD	Non chargeable but productive hours from the year Start Date to the End Date entered in the Date Filter, where non chargeable =time captured to non chargeable assignment types, but Included time is ticked.



Display Name	Client Description
Time NonChg Hrs YTD	Non Chargeable hours from the Financial Start Date to the End Date entered in the Date Filter. This value excludes any Assignment Lost Time entered under the Assignment Extra Tab.
Time OB WIP PTD	Opening balance as at Start Date for Outstanding WIP Time
Time OB WIP YTD	Opening balance as at Financial Year Start Date for Outstanding WIP Time
Time WO \$ Bud Year	Employee Budget dollar amount of Time written off/up entered in the Employee Budget screen for the whole of the current Financial year periods, regardless of the nominated date range in the Date Filter
Time WO \$ PTD	Time written off/up from the Start Date to the End Date entered in the Date Filter (based on the Fee date)
Time WO \$ PTD	Time written off/up from the Start Date to the End Date entered in the Date Filter (based on Fee date)
Time WO \$ YTD	Time written off/up from the Financial Year Start Date to the End Date entered in the Date Filter (based on Fee date)
Time WO \$ YTD	Time written off/up from the Financial Year Start Date to the End Date entered in the Date Filter (based on Fee date)
Time WO Hrs Bud PTD	Employee Budget amount of Time hours written off/up entered in the Employee Budget screen for the period selected in the Date Filter
Time WO Hrs Bud Year	Employee Budget amount of Time hours written off/up entered in the Employee Budget screen for the whole of the current Financial year periods, regardless of the nominated date range in the Date Filter
Time WO Hrs Bud YTD	Employee Budget amount of Time hours written off/up entered in the Employee Budget screen from the Financial year start period to the period End Date entered in the Date Filter
Time WO Hrs PTD	Time hours written off/up for the date range entered in the Date Filter
Time WO Hrs YTD	Time hours written off/up from the Financial year Start Date to the End Date entered in the Date Filter

Display Name	Client Description
Total CB WIP YTD	Outstanding Closing balance for Total WIP as at the Period End date.
Total Charge \$ PTD	Total WIP charge \$ from the Start Date to End Date entered in the Date Filter (Time + Disb + Miscellaneous charge)
Total Charge \$ YTD	Total WIP charge \$ from the Financial Year Start Date to End Date entered in the Date Filter (Time+Disb+Miscellaneous charge)
Total Debt Gross OS	Total outstanding Debt as far as the system is concerned as at the End date entered in the Date Filter
Total Fees \$ Gross PTD	Total of Gross Fees Raised between the Start and End dates entered in the Date Filter
Total Fees \$ Gross YTD	Total of Gross Fees Raised from Financial Year Start Date to End Date entered in the Date Filter
Total Fees \$ Net LY	Total of Net Fees Raised Last Year
Total Fees \$ Net PTD	Total of Net Fees Raised between the Start and End dates entered in the Date Filter
Total Fees \$ Net PTD	Total of Net Fees Raised as at the Period End Date entered in the Date Filter
Total Fees \$ Net YTD	Total of Net Fees Raised from Financial Year Start Date till End Date entered in the Date Filter
Total Fees \$ Net YTD	Total of Net Fees Raised from the Financial Year Start Date to End Date entered in the Date Filter
Total Fees \$ PTD	Total fees raised from Financial Year Start Date to the End Date entered in the Date Filter
Total Fees \$ Tax PTD	Total of Tax on Fees Raised between the Start and End dates entered in the Date Filter
Total Fees \$ Tax YTD	Total of Tax on Fees Raised from Financial Year Start Date to End Date entered in the Date Filter
Total Fees \$ YTD	Total fees from the Start Date to End Date entered in the Date Filter
Total Hrs PTD	Total Hours captured by employees, both Chargeable and Non-Chargeable time for the period selected in the Start and End Date Filter.
Total Hrs YTD	Total Hours captured by employees, both Chargeable and Non-Chargeable time from the Financial Year Start Date to the End Date entered in the Date Filter

Display Name	Client Description
Total OB WIP PTD	Opening balance as at Start Date for outstanding WIP
Total OB WIP YTD	Opening balance as at Financial Year Start Date for outstanding WIP
Total WIP OS	Total Outstanding WIP as at the End date entered in the Date Filter
Total WIP WO \$ PTD	Total Write Offs/Ups from the Start Date to the End Date entered in the Date Filter
Total WIP WO \$ YTD	Total Write Offs/Ups from the Financial Year Start Date to the End Date entered in the Date Filter
Total WO \$ LY	Total Write Offs/Ups \$'s raised last year
Total WO \$ PTD	Total Write Offs/Ups from the Start Date to the End Date entered in the Date Filter
Total WO \$ YTD	Total Write Offs/Ups from the Financial Year Start Date to the End Date entered in the Date Filter
WO % PTD	Time Written off \$'s divided by the Time Billed for the period entered in the Start Date and End Date Filter
WO % YTD	Time Written off \$'s divided by the Time Billed for the Financial Year Start Date to End Date entered in the Date Filter