

How To Link an External Spreadsheet to a Management Reporter Report

Have you ever wondered how you could link an External Spreadsheet to a Management Reporter report? The following is an example of how to get your report to present GP and Excel data from two different spreadsheets. The two screen shots below reflects the Excel spreadsheet data we want to use. This is a Management Reporter report.

EXCEL SPREADSHEET – Sheet 1:

A1		fx												
	A	B	C	D	E	F	G	H	I	J	K	L	M	
1		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
2	Salaries	100.00	126.00	152.00	178.00	204.00	230.00	256.00	282.00	308.00	334.00	360.00	386.00	
3	OT Exp	200.00	226.00	252.00	278.00	304.00	330.00	356.00	382.00	408.00	434.00	460.00	486.00	
4														
5														

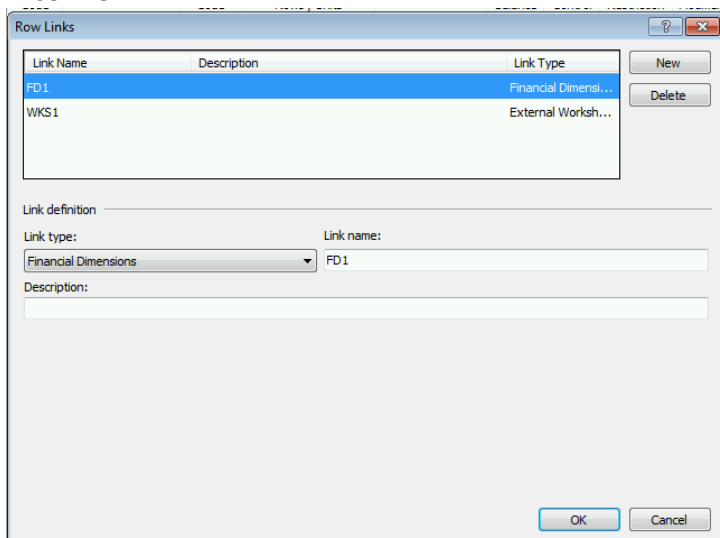
EXCEL SPREADSHEET – Sheet 2:

	L22													
	A	B	C	D	E	F	G	H	I	J	K	L	M	
1		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
2	Salaries	152.00	178.00	204.00	230.00	256.00	282.00	308.00	334.00	360.00	386.00	412.00	438.00	
3	OT Exp	252.00	278.00	304.00	330.00	356.00	382.00	408.00	434.00	460.00	486.00	512.00	538.00	
4														
5														

To build the report, you may want to build the components in the following order – Row, Tree, Column and the Report Definition.

ROW DEFINITION:

Add the Row link to the Row format. Edit>Row Link. In the Row link window you can add more than Excel file link.



You can use this technique with either the Combined Worksheet link or the Separate Worksheet link. To use the /CPO option, in the row definition, type the cell address that points one column to the left of the first period (column). Then, add the /CPO option at the end of the cell address.

TREE FORMAT:

Add unit names to the tree that will define the Spreadsheet Information to review. You will need to assign a Row Definition before you can select the Worksheet link. The Worksheet Link Column (G) will allow you to select any link you've defined in the Row format.

[illegible]

COLUMN FORMAT:

Create a column type WKS and then in the Report Unit Field select the Summary Unit you created in your Reporting Tree definition.

	A	B	C	D	E	F
Header 1						
Header 2		NW	SW	400	Excel	Excel
Header 3		000/100	200/300		Rocky Gap	Rocky Gap 2
Column Type	DESC	FD	FD	FD	WKS	WKS
Book Code / Attribute Category		ACTUAL	ACTUAL	ACTUAL		
Fiscal Year		BASE	BASE	BASE		
Period		BASE	BASE	BASE	BASE	BASE
Periods Covered		PERIODIC	PERIODIC	PERIODIC		
Formula						
Column Width	30	14	14	14	14	14
Extra Spaces Before Column						
Format / Currency Override						
Print Control						
Column Restrictions						
Reporting Unit		SUMMARY^NW	SUMMARY^SW	SUMMARY^400	SUMMARY^ROCKY GAP	SUMMARY^ROCKY GAP2
Currency Source						

REPORT DEFINITION:

Create your Report Definition using your new Row, Tree and Column. You will want to make sure you name the Use Row Definition from the Reporting Tree Check Box.

Report Definition - JMB Lakes Ent External Links Testing - Management Reporter

File Edit View Format Company XBRL Go Tools Window Help

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Report Definitions

- Report Definitions
 - BS summary
 - JMB Lakes Ent External Links Testing
 - PL Sum Cur Ytd By Dept
 - PL Sum Cur Ytd
 - PL Sum Cur Ytd-ABV
 - PL Sum Roll Qtr
 - PL Sum Trend 12
 - TB Detail
 - TB Summary
 - Trans YTD

Report | Output and Distribution | Headers and Footers | Settings

Company name: TWO-Curr | Detail level: Financial | Provisional: Posted activity only

Date information not saved with report definition | Date information saved with report definition

Base period: 4 | Base year: 2017 | Period covered: For the Four Months Ending | Report date: 4/30/2017 | Default base period: S-1

Building blocks

Row: JMB Lakes Testing External Link [Icon]

☒ Use row definition from reporting tree

Column: JMB Lakes Ent External Links Te [Icon]

Tree type: Reporting tree

Tree: JMB Lakes External Links Testin [Icon]

Starting unit: [Icon]

Output and distribution summary

Output type: Management Reporter

Output name: JMB Lakes Ent External Links Testing

Report library location: Library

Report duplicate accounts: No

REPORT GENERATED:

Report | Output and Distribution | Headers and Footers | Settings

Company name: TWO-Curr | Detail level: Financial | Provisional: Posted activity only

Date information not saved with report definition | Date information saved with report definition

Base period: 4 | Base year: 2017 | Period cover: For the Four

Building blocks

Row: JMB Lakes Testing External L

☒ Use row definition from re

Column: JMB Lakes Ent External Links

Tree type: Reporting tree

Tree: JMB Lakes External Links Tes

Starting unit:

Select Reporting Units for: JMB Lakes Ent External Links Testing

- SUMMARY (Summary of All Units)
 - Rocky Gap (Rocky Gap Excel)
 - Rocky Gap2 (Rocky Gap Excel 2)
 - (none)
 - NW (Northwest Division)
 - 100 (Administration)
 - 000
 - SW (Southwest Division)
 - 300 (Sales)
 - 200 (Accounting)
 - 400 (Service/Installation)
 - 500 (Consulting/Training)
 - 600 (Purchasing/Receiving)
 - 999

☐ Rollup only selected children to summary units

Select All | Clear All | OK | Cancel

FABRIKAM, INC.
Summary of All Units
For the Four Months Ending Sunday, April 30, 2017

	NW 000/100	SW 200/300	400	Excel Rocky Gap	Excel Rocky Gap 2
Salaries and Wages	\$29,341.39	\$73,327.65	\$565.79	\$178.00	\$230.00
Overtime Pay - Administration	55,675.75	566,787.65	1,234.56	278.00	330.00
Total Wages Expense	85,017.14	640,115.30	1,800.35	456.00	560.00