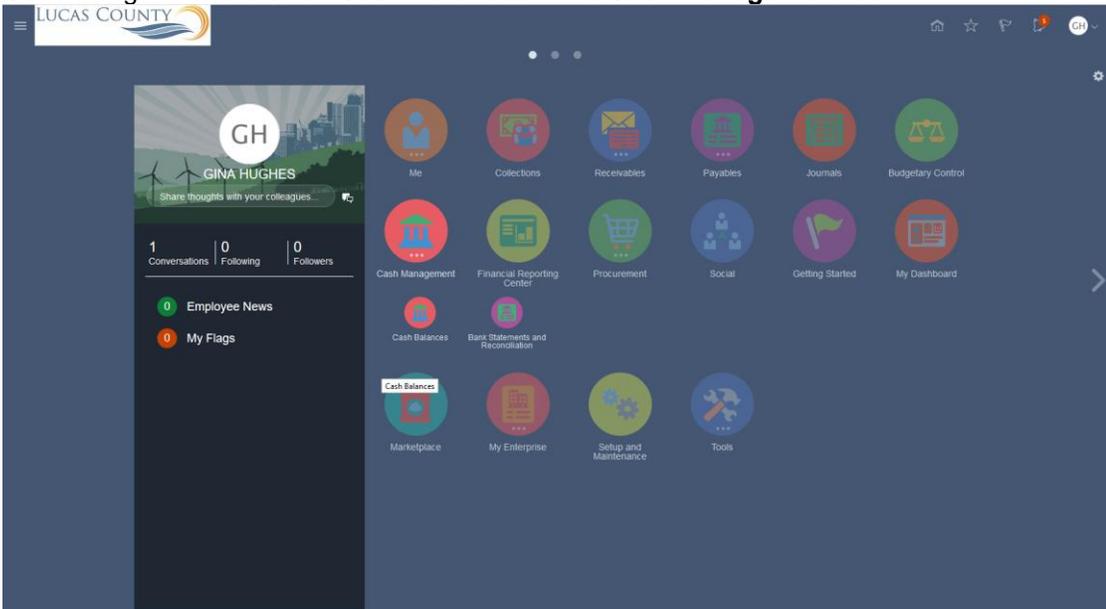
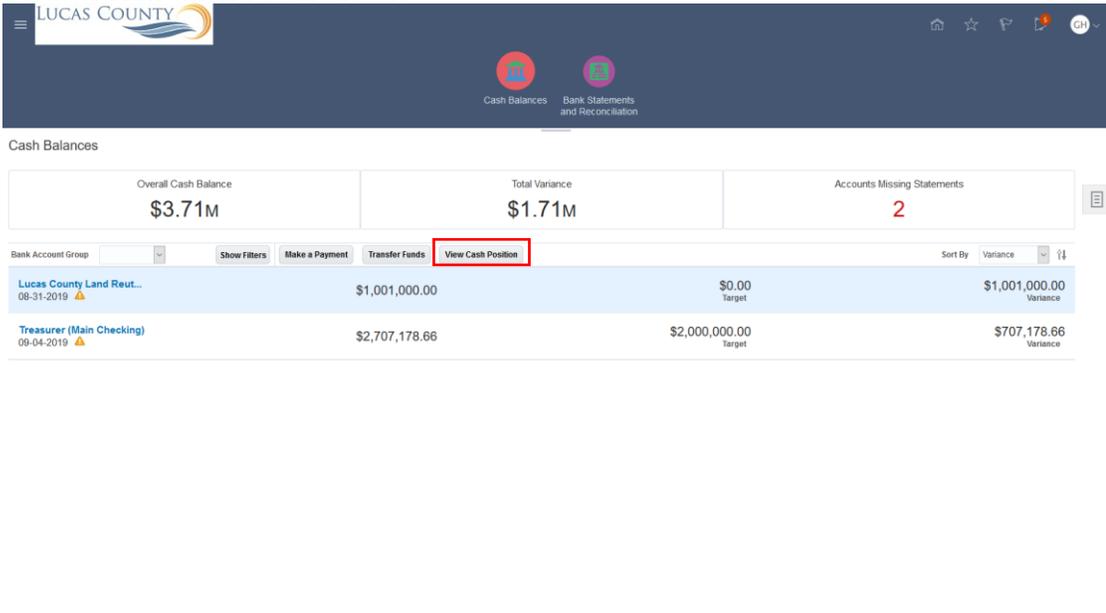


Generate Cash Position

Audience: Cash Manager

Purpose: This Process is to generate a cash position to determine the daily cash position of the organization. The report takes the closing balance of the prior day bank statement and applies any payables and cash receipts against it.

Step	Action																									
1	<p>Go to navigator and click on Cash Balances in the Cash Management icon</p> 																									
2	<p>Click on View Cash Position icon</p>  <table border="1" data-bbox="310 1444 1416 1669"> <thead> <tr> <th colspan="2">Cash Balances</th> <th>Overall Cash Balance</th> <th>Total Variance</th> <th>Accounts Missing Statements</th> </tr> </thead> <tbody> <tr> <td colspan="2"></td> <td>\$3.71M</td> <td>\$1.71M</td> <td>2</td> </tr> <tr> <td>Bank Account Group</td> <td> <input type="button" value="Show Filters"/> <input type="button" value="Make a Payment"/> <input type="button" value="Transfer Funds"/> <input type="button" value="View Cash Position"/> </td> <td></td> <td></td> <td>Sort By: Variance</td> </tr> <tr> <td>Lucas County Land Reut... 08-31-2019</td> <td>\$1,001,000.00</td> <td>\$0.00 Target</td> <td>\$1,001,000.00 Variance</td> <td></td> </tr> <tr> <td>Treasurer (Main Checking) 09-04-2019</td> <td>\$2,707,178.66</td> <td>\$2,000,000.00 Target</td> <td>\$707,178.66 Variance</td> <td></td> </tr> </tbody> </table>	Cash Balances		Overall Cash Balance	Total Variance	Accounts Missing Statements			\$3.71M	\$1.71M	2	Bank Account Group	<input type="button" value="Show Filters"/> <input type="button" value="Make a Payment"/> <input type="button" value="Transfer Funds"/> <input type="button" value="View Cash Position"/>			Sort By: Variance	Lucas County Land Reut... 08-31-2019	\$1,001,000.00	\$0.00 Target	\$1,001,000.00 Variance		Treasurer (Main Checking) 09-04-2019	\$2,707,178.66	\$2,000,000.00 Target	\$707,178.66 Variance	
Cash Balances		Overall Cash Balance	Total Variance	Accounts Missing Statements																						
		\$3.71M	\$1.71M	2																						
Bank Account Group	<input type="button" value="Show Filters"/> <input type="button" value="Make a Payment"/> <input type="button" value="Transfer Funds"/> <input type="button" value="View Cash Position"/>			Sort By: Variance																						
Lucas County Land Reut... 08-31-2019	\$1,001,000.00	\$0.00 Target	\$1,001,000.00 Variance																							
Treasurer (Main Checking) 09-04-2019	\$2,707,178.66	\$2,000,000.00 Target	\$707,178.66 Variance																							

3 Review Cash Position

Cash Position as of 11-15-2019 Done

	Lucas County Land Reutilization Corp.	Treasurer (Main Checking)
Opening Balance		
Inflow		
Outflow		
Projected		
Target		2,000,000.00
Variance		

4 Click Done.

5 For Cash Forecast Click on **Task Panel** and Select *5 Day Forecast*.

Cash Balances

Overall Cash Balance: **\$3.71M** Total Variance: **\$1.71M**

Bank Account Group	Balance	Target
Lucas County Land Reutilization Corp.	\$1,001,000.00	\$0.00
Treasurer (Main Checking)	\$2,707,178.66	\$2,000,000.00

- Bank Account Transfer
- Ad Hoc Payment
- Cash Positioning
- Cash Forecasting**
 - 5 Day Forecast
- Cash Position Spreadsheets

6 Review results.

5 Day Forecast (USD) Refresh Done

	11-15-2019	11-16-2019	11-17-2019	11-18-2019	11-19-2019
Lucas County Balance	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06
Inflow	0.00	0.00	0.00	0.00	0.00
Outflow	0.00	0.00	0.00	0.00	0.00
Projected	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06
All Legal Entities Balance	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06
Inflow	0.00	0.00	0.00	0.00	0.00
Outflow	0.00	0.00	0.00	0.00	0.00
Projected	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06	3,713,485.06

7 Click Done.

Refresh Done