



# Financial Report Tutorials Introduction



# 2

chapter

## Overview

Crystal Reports XI comes with Xtreme.mdb, a sample database you can use when learning the program. Xtreme.mdb is a Microsoft Access database and all of the necessary drivers are included. You should be able to open the database directly and begin designing reports. All of the examples in this manual are based on Xtreme.mdb data.

Xtreme.mdb is a database that contains data for Xtreme Mountain Bikes, a fictitious manufacturer of mountain bikes and accessories.

**Note:** The sample data has been designed to illustrate various reporting concepts in a training environment, not to teach database design. While there are alternative ways of designing a database, this design was selected to keep the tutorials and examples focused on reporting, not on data manipulation.

## Financial Data

Xtreme.mdb offers an intuitive schema detailing the major entities in a typical financial database. The sample data provided accurately depicts all financial transactions related to the major entities.

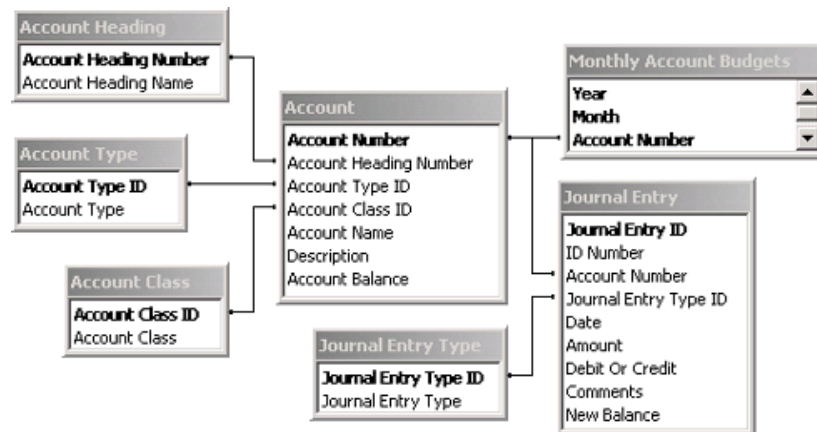
## Database Structure

Before creating reports it is important to understand the underlying database structure which our reports will be based on. This section describes the database structure in detail and should be read before starting the report tutorials.

## Chart of Accounts

Xtreme Mountain Bikes Chart of Accounts is represented by the **Account** table. The **Account** table is linked to the following five tables:

- **Account Heading**
- **Account Type**
- **Account Class**
- **Monthly Account Budgets**
- **Journal Entry**



### Account Heading

The **Account Heading** table is used to group related accounts under a common heading. For example, the two separate accounts **Building** and **Machinery** both fall under the **Account Heading** titled **Capital Assets**.

### Account Type

The **Account Type** table is used to group related accounts under a common type. An **Account Type** is one of Asset, Liability, Equity, Revenue, or Expense.

### Account Class

The **Account Class** table is used to group related accounts under a common class. Examples of classes of accounts include **Cost of Goods Sold**, **Operating Revenue**, **Accounts Receivable**, etc.

### Monthly Account Budgets

Each revenue or expense account (as defined by **Account Type**) has an associated **Monthly Account Budget**. The budgets table is used for creating reports based on variance analysis and or forecasting.

### Journal Entry

Represents the associated journal entries for a given account based on various financial transactions. **Journal Entry** is also linked to the **Journal Entry Type** table which is used to query for various journal entry types. Examples of journal entry types include invoices, receipts, bill payments, closing entries etc.

### Journal Entries

Journal entries represent the account entries associated with each accounting transaction. The following accounting transactions generate journal entries:

- Paycheques
- Invoices
- Customer Payments/Receipts
- Bill Payments
- Purchase Orders
- Purchase Payments

The structure of the **Journal Entry** table is detailed below:

Journal Entry	
Journal Entry ID	
ID Number	
Account Number	
Journal Entry Type ID	
Date	
Amount	
Debit Or Credit	
Comments	
New Balance	

### Additional Database Content

For the financial reports detailed in this manual, the afore mentioned tables are sufficient. Xtreme.mdb however does represent a robust database schema making the creation of other reports possible.