Adaptive Planning

Spring 2011 Release

New Features and Enhancements

Created April 2011

Adaptive Planning, Inc.
April 2011 - New Features Release Notes

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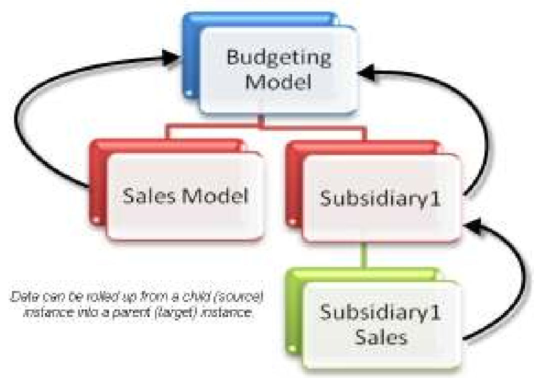
Adaptive Planning Spring 2011 Release Features Overview

The Spring 2011 Release was rolled out on April 8, 2011. The major enhancements in this release include the Multi-Instance Solution, improvements to modeled sheets, new hosted connectors, partial structure import and multiple dashboards. This document includes an overview of all of the updates and explains the new functionality.

Multi-Instance Companies

The Multi-Instance Solution is a new feature that allows a single company to be composed of a tree of sub-companies, all of which consolidate their results upwards. Each sub-company has its own separate structure, versions, sheets, data, etc.



This feature could be used in the following scenarios:

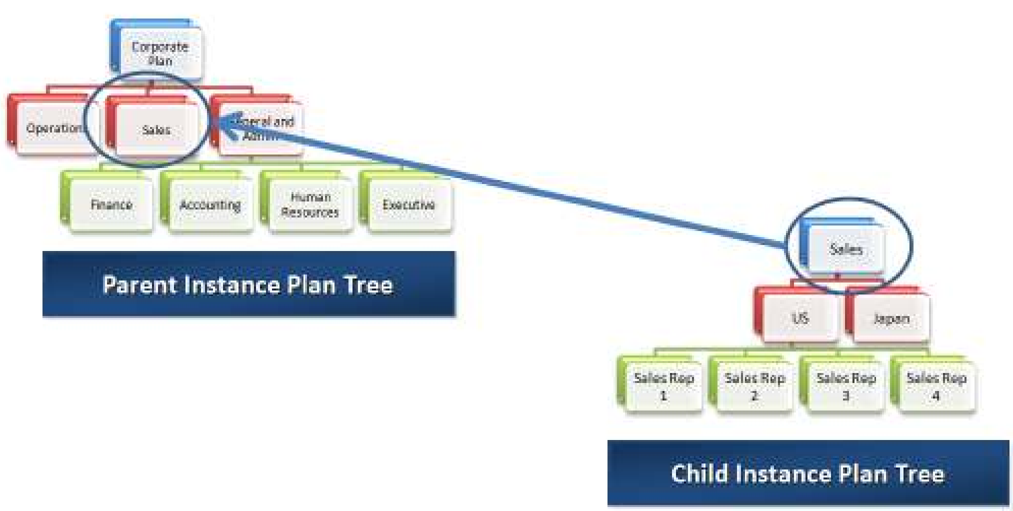
- Corporate consolidation of a conglomerate
- Modeling radically different company processes
- Mergers and acquisition
- Functional group planning like: Sales planning, Marketing planning, etc.
- Sandbox
- Collecting and reporting on non-financial metrics/data
- Investment portfolio management

➔ **NOTE:** This feature is an add-on feature. Contact your Account Executive for pricing information.

New Definitions/Terminology

- **Instance:** This was formerly referred to as a company or a model. This is the name given to the collection of structural components that define an entity. An instance consists of a single set of accounts, plan tree, versions, dimensions, sheets, versions, permissions, fiscal years, integrations, etc.
- **Instance tree:** Instances can be linked together in a hierarchy or tree. Instance trees can contain any number of instances with any level of hierarchy.

- **Linked Plan:** A Linked Plan is a plan in a parent (target) instance that is a copy of a child (source) instance in the instance tree. **Linked data is always the rollup of the data at the Corporate Plan level from the source instance.** In the diagram below, the **Sales** plan in the parent instance is the Linked Plan.



Multi-Instance Process Overview

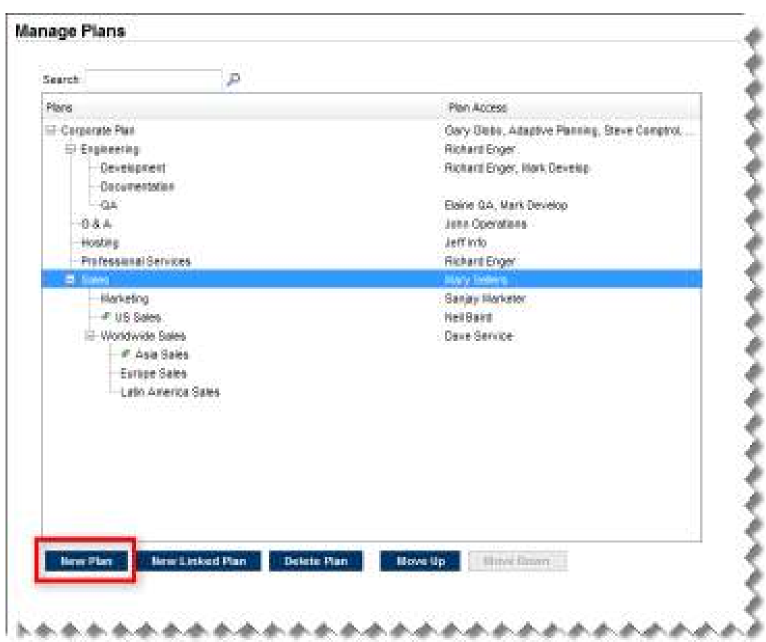
This section describes the functionality related to the set up and use of the Multi-Instance Functionality.

Here is a high level overview of the process:

1. A client contacts his/her Account Executive and purchases the multi-instance solution. The New Accounts department creates the instances requested by the client and arranges/connects the instances in the hierarchy as requested by the client and provides the client with access.
2. An administrator creates a linked plan/ plans in the parent instance/instances.
3. The administrator establishes mappings between accounts, dimensions, and dimension values in the child (source) and parent (target) instances to bring specific information into the linked plan/plans in the parent (target) instance.
4. A user with access to refresh linked plans can refresh a linked plan to reflect the current data in a corresponding child (source) instance. The user who refreshes the linked plan can chose which version in the child (source) instance to pull into a specific version in the parent instance.

Creating Linked Plans

The Manage Plans screen includes a new button to create a Linked Plan. Just as when creating a regular plan, first select the parent plan to which you want the new plan to rollup. Once you have done this, click the **New Plan** button. The icon indicates that a plan is a Linked Plan in this screen.



➔ **NOTE:** Linked Plans can also be created using the Import Plan Structure functionality.

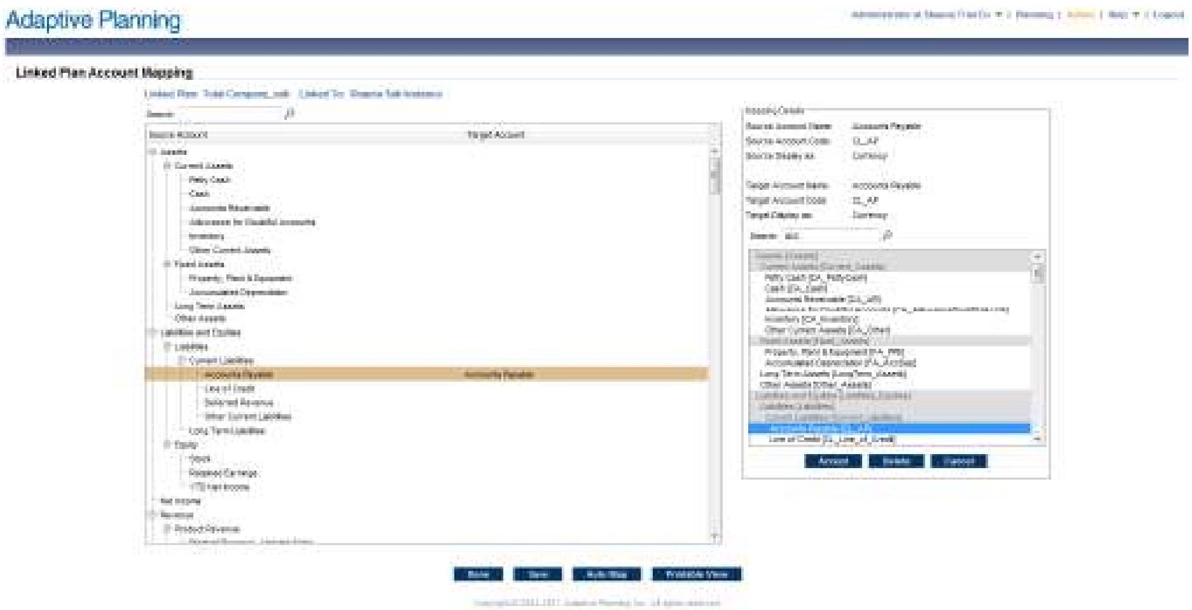
Once a linked plan is created in this screen, you must link it to the corresponding child (source) instance. To do this, select an instance from the dropdown list in the **Linked to:** field in the Plan Details for the new linked plan. The **Linked to:** option appears for Linked Plans only and contains any instances that are connected to and beneath the instance in which you working.

If a Linked Plan is invalid because an instance has been deleted or moved, a message will be displayed to notify you.

Establishing Links Between the Parent and Child Instances

The links to access the account and dimension mappings pages are in the plan details box.

Account Mappings



You can map accounts from the source instance to the target instance.

- **Source account**: This column displays all of the accounts (GL, Custom, Metric, Modeled, Cube, Assumptions, and Exchange rates) in the linked sub-instance.
- **Target account**: This column displays all GL and Custom accounts in the target instance.

Parent accounts and groups are disabled because they cannot be mapped.

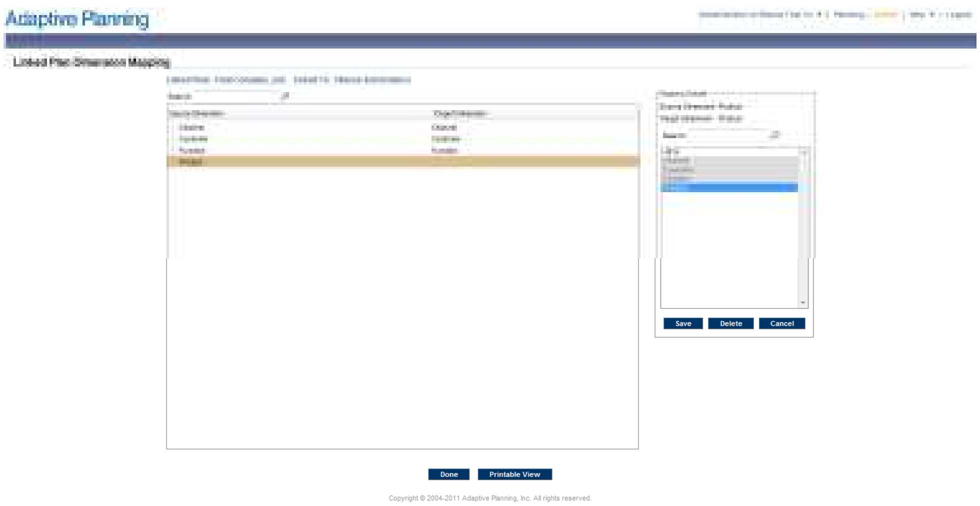
➔ **NOTE:** When clicked, the **Auto Map** button attempts to match unmapped accounts by code. This option only works if there is an exact match.

If the account codes differ in the two linked instances, you can manually establish the mappings. To establish mappings between the source account and target account, follow these steps:

1. Locate the source account that you would like to map and click to select it. You can use the search box to quickly locate the source account in the list.
2. In the Mapping Details section of this screen, locate the target account and click to select it. You can use the search box to quickly locate the account in the list. You can map multiple source accounts to a single target account.
3. Once you have located the target account, click Accept and Save.

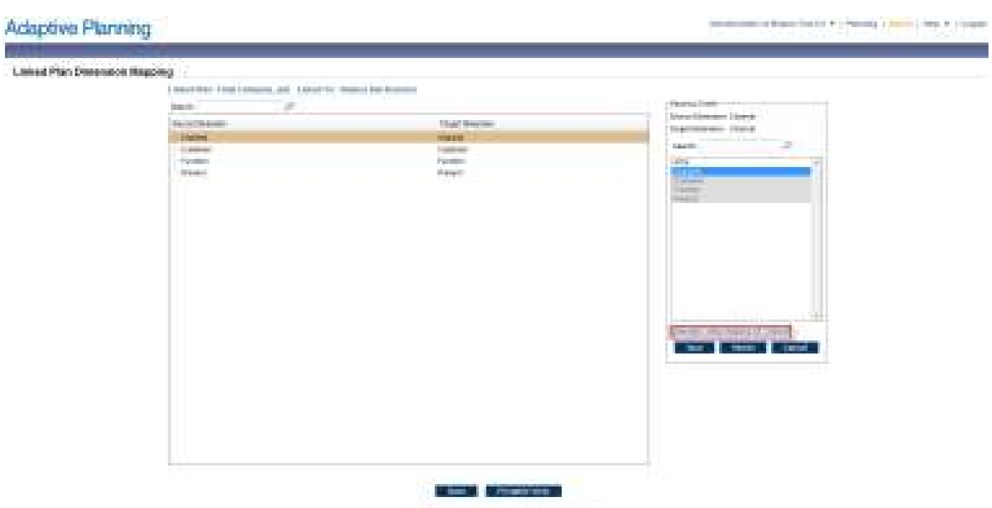
➔ **NOTE:** You can click the Printable View button for an export of Account Mappings in this screen to Excel.

Dimension Mappings



Dimensions are a one-to-one mapping from the target to the source. If a target dimension has already been mapped, it is disabled in the details pane. However, a single source dimension can be mapped to many target dimensions. To establish mappings between the Source Dimension and the Target Dimension, follow these steps:

1. Locate the source dimension that you would like to map and click to select it. You can use the search box to quickly locate the source dimension name in the list.
2. In the Mapping Details section of this screen, locate the target dimension and click to select it. You can use the search box to quickly locate the dimension name in the list.
3. Once you have located and selected the target dimension, click Save.
4. After the link has been established between the source and target dimensions, a “Dimension Value Mapping for…” link will appear in the Mapping Details section. Click on this link and establish the dimension value mappings. Map the values using the same steps to map the dimensions.



Refreshing Linked Plans

Once mappings have been established between accounts, dimensions, and dimension values, the data can be pulled from the Corporate Plan level in the child (source) instance to the Linked plan in the parent (target) instance.

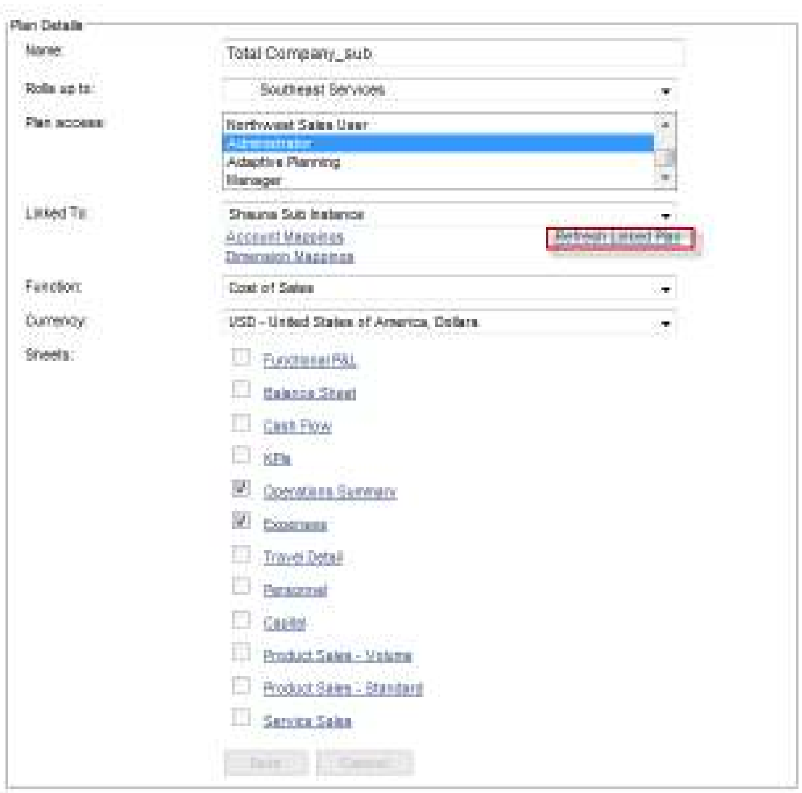
Refresh Linked Plan Permission

A new permission, *Refresh Linked Plans*, controls whether a user can refresh Linked Plans.

➔ **NOTE:** A user can have "Refresh Linked Plans" permission, but not Plan Administration permission. In this case, the user is only able to see the refresh controls on the sheet viewer in a linked plan.

Plan Refresh Screen

Click on the **Refresh Linked Plan** link from the Plan Details section of the Linked Plan you want to refresh.



Once you click the Refresh Linked Plan link from the Mange Plans screen, the following screen appears.

On this screen, users with the Refresh Linked Plans permission can refresh the data in the target instance so that it is synchronized with the data in the source instance. The refresh can be performed on each version independently.

Column Descriptions

- **Version Name**: The target versions are listed in this column. Locked versions appear in the list, but do not have a refresh button and cannot be refreshed.
- **Is Default?**: The default version is indicated by the check mark in this column.
- **Last Refresh**: This column includes the name of the user that performed the last refresh, as well as the date and time.
- **Source Version**: This column displays the version in the linked instance from where the data was pulled during the last refresh. If a target version has not been refreshed from a source version, this column will remain blank.
- **Refresh**: Clicking on this icon opens a dialog that allows you to select the source version to which you want to link the target version and refresh the version.

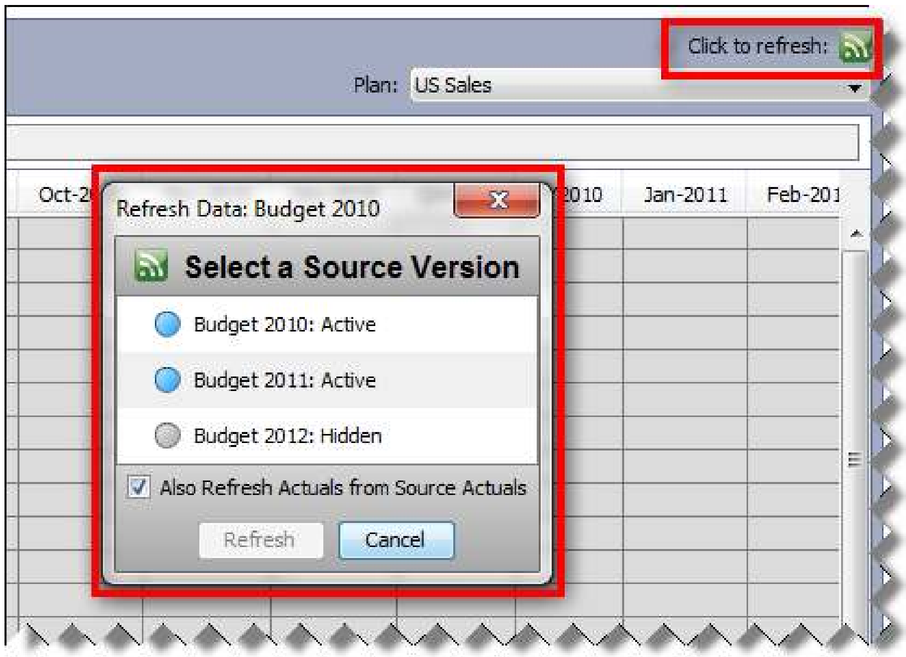
Steps to Refresh a Plan

1. To refresh the Linked Plan for a version, click the Refresh icon next to the version that you want to refresh. If you are refreshing the Actuals version, the Actuals version will always be refreshed from the Actuals version of the linked instance and no further steps are needed. If you are refreshing a plan version, see steps 2 and 3 below.

2. When you click on the Refresh icon, a dialog box opens with a list of source versions. Choose the source version that you want to link to the target version. If you are refreshing a plan version and want to refresh the Actuals version as well, select the "Also Refresh Actuals from Source Actuals" check box.

3. Click the Refresh button and the target version will refresh from the source version selected. The name of the user who performed the refresh as well as the date and time will appear in the Last Refresh column and the name of the source version selected for the refresh will appear in the Source Version column.

You could also go to a sheet in the Linked Plan and click the Refresh Linked Plan icon, which appears directly over the plan selector.



When you click on the Refresh icon, a dialog box opens with a list of source versions. Choose the source version that you want to link to the target version. If you are refreshing a plan version and want to refresh the Actuals version as well, select the "Also Refresh Actuals from Source Actuals" check box.

Sheet View

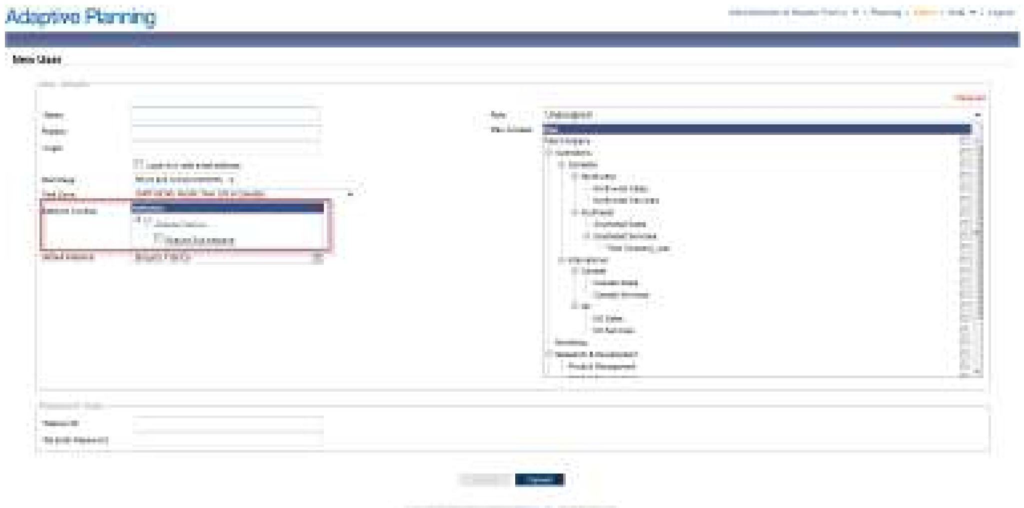
Viewing a sheet on a Linked Plan will always be read-only (NetSuite drill down is unavailable for Linked Plans). If the Linked Plan has been refreshed, the name of the user who performed the refresh will appear, as well as the date and time of the refresh.

Cell Explorer

When using Cell Explorer to view a number on a Linked Plan from a sub-instance, the result that is shown is based on the current Linked Plan mappings. Cell Explorer can only be used if the user has permission to the sub-instance. If a user tries to view information from a plan to which he/she does not have access, a message is displayed saying the user does not have permission.

User Administration

User access to instances is determined by the administrator on the "Edit User" screen under "Instance Access."

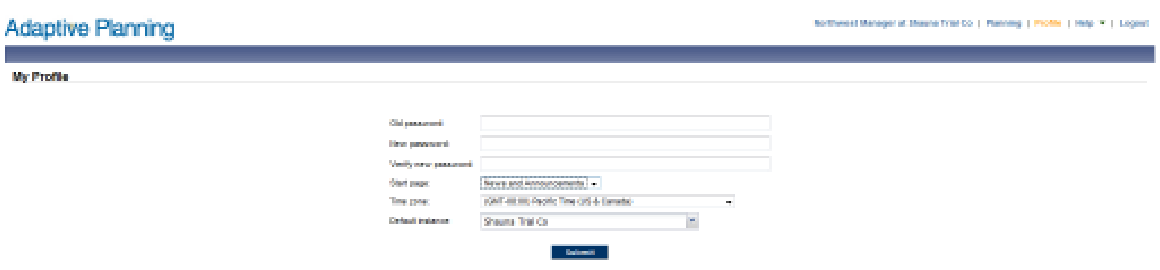


Once a user is added at a parent instance and given access to child instances at the parent plan level, this does not grant the user the same access in the child instances that he/she has at the parent plan level. An Administrative user with access to manage users and roles in the child instance must assign the user a role and plan access in the child instance.

If you create a new user in a child instance, you will not have access to create a user in a parent or sibling instance. If you create a user with a login that already exists in a parent instance (e-mail address), the user accounts will become linked.

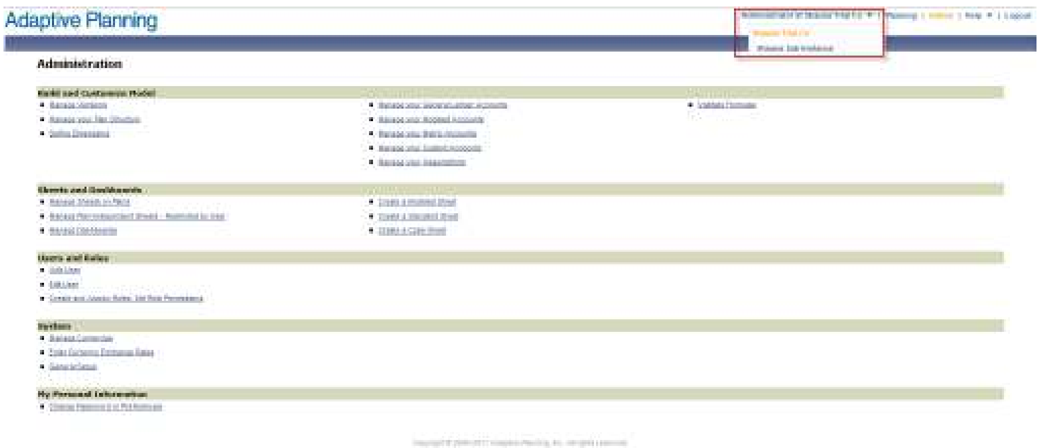
A user cannot be removed from his/her current instance. Attempting to delete a user who has access to more than one instance generates a warning message.

A non-administrative user can choose the preferred default instance on the profile page. This is the instance that is selected when the user logs in. This option appears only for users who have access to more than one instance.



User and Instance Name in Header

The user's full name and instance name (30 character limit) is now seen at the top of the page to the left of the area links. If a user has access to more than one instance, the user will see a dropdown selector.



➔ **NOTE:** Company Setup has now been renamed General Setup.

Modeled Sheet Enhancements

The new functionality will make modeled sheets more efficient and easier to use. An overview is below:

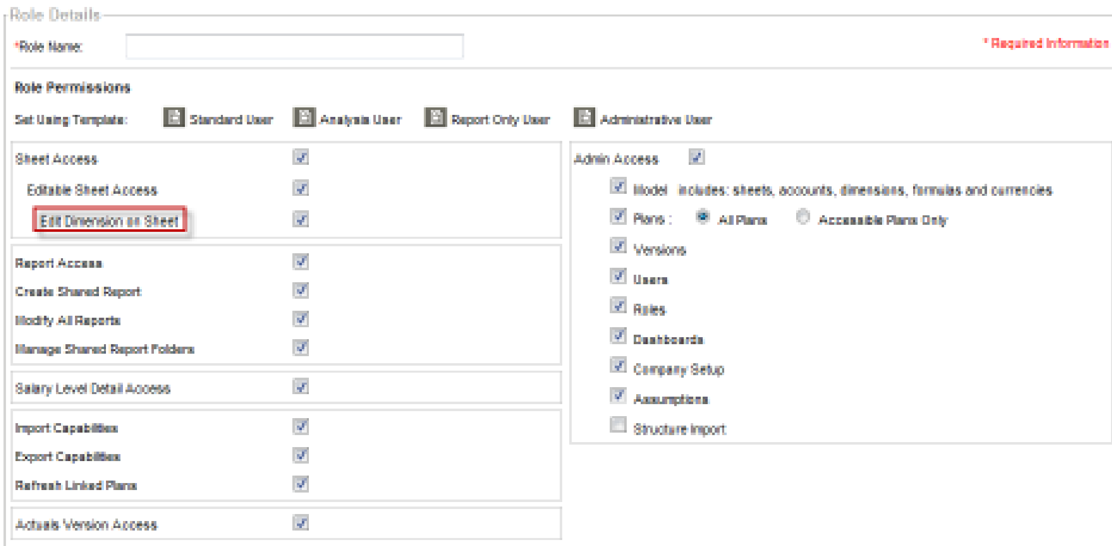
- **Adding dimension values directly on sheet:** Non-administrative users are now able to add dimension values (and text selector elements) to any modeled sheet. ***Note:*** *This functionality was also added to Cube Sheets.*
- **Total row calculation:** The administrator now has the option to display a total value for any numeric column on a modeled sheet.
- **Read-only columns:** The administrator is able to designate columns read-only, similar to read-only standard and cube accounts.

The following sections describe the functionality in more detail.

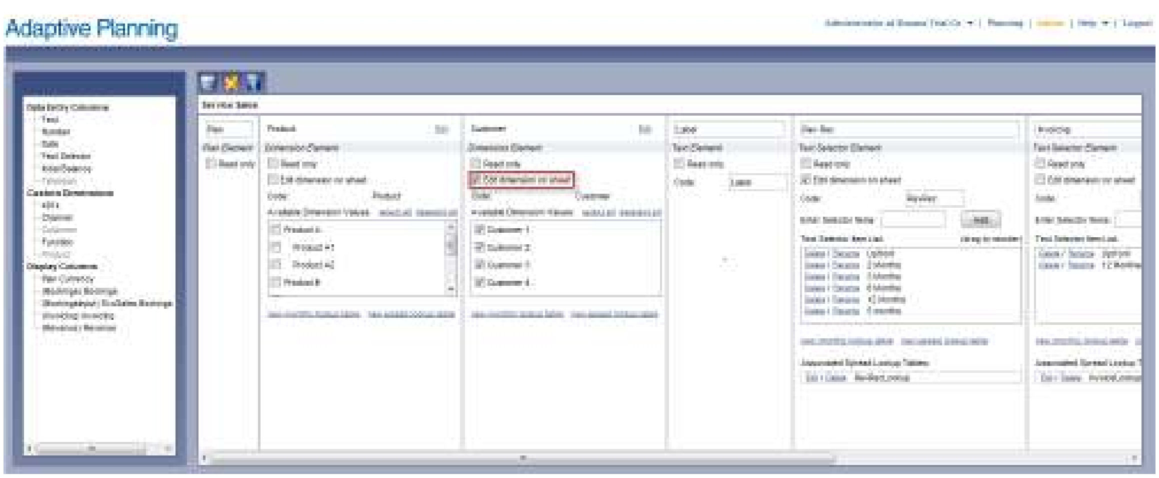
Adding/Renaming Dimension Values Directly on Sheets

Administrators can now define which dimensions can be edited on modeled sheets and assign users permission to edit these dimensions on a sheet.

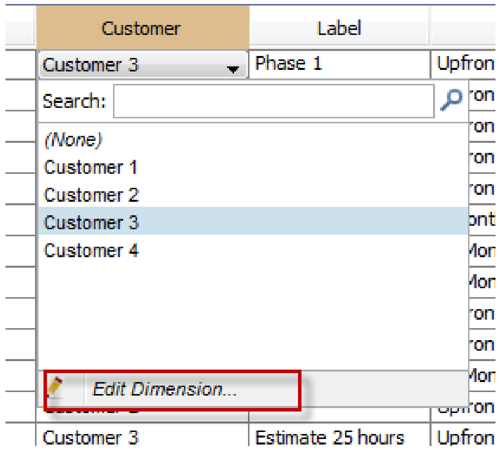
A new permission has been created under Sheet Access permission called "Edit Dimensions on Sheets." This permission allows users to add or rename dimension values on a modeled sheet for any dimension column that has been marked editable.



Administrators determine which dimensions will be editable by non-administrators in the Modeled Sheet Builder. There is a checkbox option called "Edit dimension on sheet" in the dimension column.



If this box is checked, an extra "Edit dimension" button will appear in the Sheet Viewer for those users who are permitted to edit dimensions.



- ➔ **NOTE**: The "Edit dimension on sheet" setting is a **per column, per sheet setting**. If an administrator wants to make the same dimension column editable on multiple sheets, this setting must be enabled on each modeled sheet in the sheet builder.

When new dimension values are created in a column with a lookup table, the system will create an entry in the lookup table for each new dimension value. The dimension value entry for a monthly lookup table will default to blank. The entry for a spread lookup table will default to a spread of one month. If a dimension with a lookup table has empty rows and the "Edit dimension on sheet" option enabled, a warning message will be displayed.

Values can be added to any modeled sheet dimension that has been marked editable and that is ***not*** marked read-only. The "Edit Dimension" button near the bottom of the dimension selector is used to add or rename dimension values on the sheet.

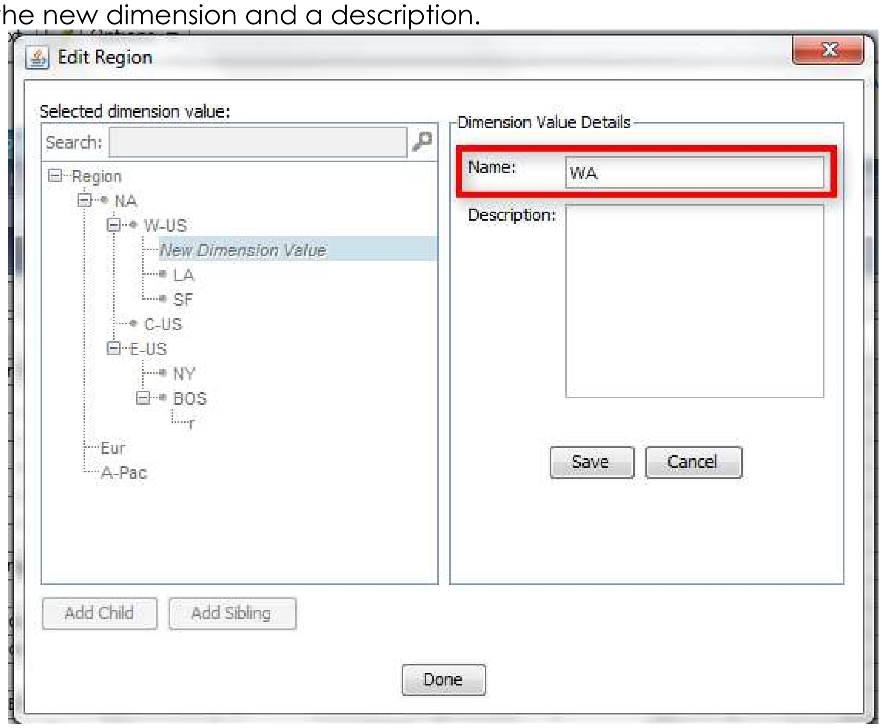
Once the "Edit Dimension" button is clicked, the dimension selector will close and another dialog box opens that shows the entire dimension tree (including any dimension values that are hidden on the modeled sheet - these hidden values are highlighted in gray and cannot be changed in any way).

To add a new dimension value, choose the location where the new value will be added by selecting a value already in the tree. Then click on either the **Add Child** or **Add Sibling** button.

- *Add Child option*: The new dimension value will be created as the first child of the currently selected value.
- *Add Sibling option*: The new dimension value will be created as the next sibling of the currently selected value.

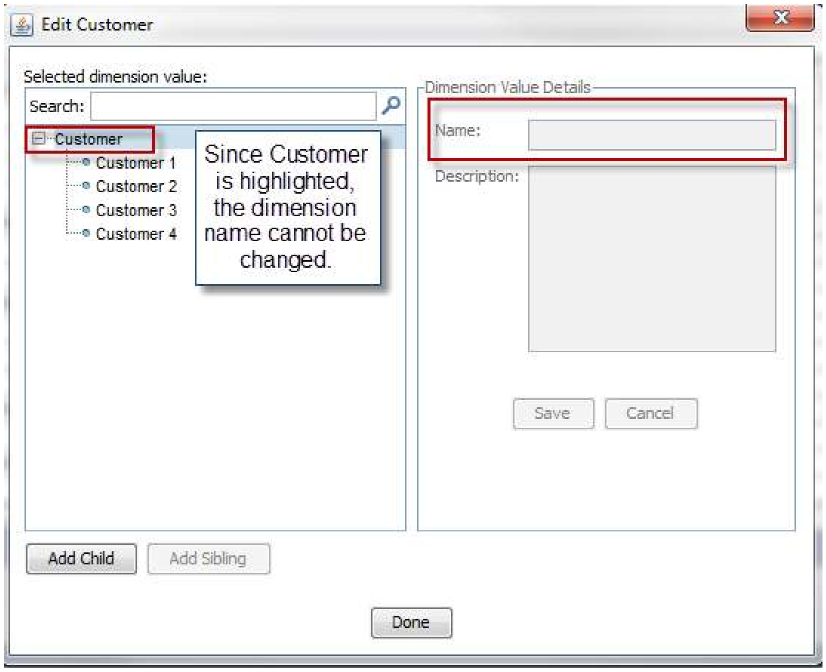
A new value can also be added by selecting the root dimension itself and adding a child (sibling option is disabled when the root dimension is selected).

Once you click on either the Add Child or Add Sibling button, you can then specify the name for the new dimension and a description.



Click "Save" to save the new dimension value or "Cancel" to discard the new dimension value.

To rename a dimension value, select the value and change its name in the details panel. Only values can be renamed - the dimension itself cannot be renamed on the modeled sheet.

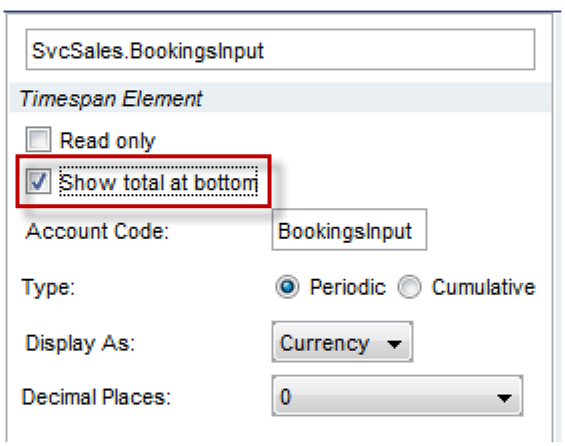


➔ **NOTE:** Users cannot delete or re-parent dimensions in the sheet viewer, this has to be done by Administrators in the Define Dimensions screen.

Total Row Calculation

This new feature gives the administrator the option to show a total value for any numeric column on a modeled sheet.

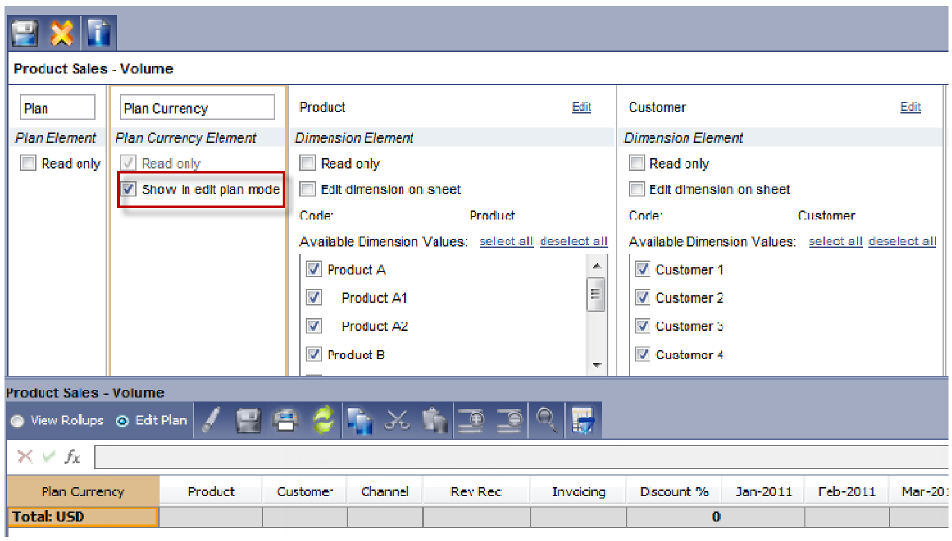
If the option to "Show Totals at Bottom" is checked for at least one column in the Modeled Sheet Builder, a total read-only row will sum all values in that column and appear when viewing the modeled sheet. **Cell Explorer cannot be used on Total Row.**



➔ **NOTE:** If both parent and child splits are visible, only the parent rollup will be used in the total.

Plan Currency

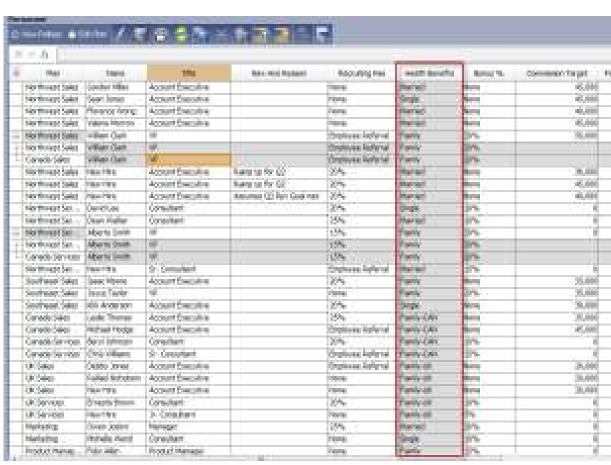
Total Row appears in both View Rollups mode and Edit Plan mode. In Edit Plan mode, the total value is displayed in the currency of the selected plan. In View Rollups mode, there can be many currencies because rows in modeled sheets do not convert to the selected plan's currency. By default, the Plan Currency column will only appear in View Rollups mode, but there is a checkbox option to show this column in Edit Plan mode (this column is always read-only).



Read-Only Columns

Administrators can now mark any column on a modeled sheet read-only. These columns will not be editable. Default values in read-only columns will not be able to be changed on the sheet. However, modeled sheet imports *can* change values of read-only columns.

In the Modeled Sheet Builder, each column has a checkbox option called "Read Only." If this is checked, all cells in the column will be gray and not editable.



Upgrade for Existing Modeled Sheets

The checkboxes with the options to show totals and make columns read-only are unchecked. The Administrative role has been updated to include the permission to edit dimensions on sheets. This is unchecked for all other users and must be assigned as needed.

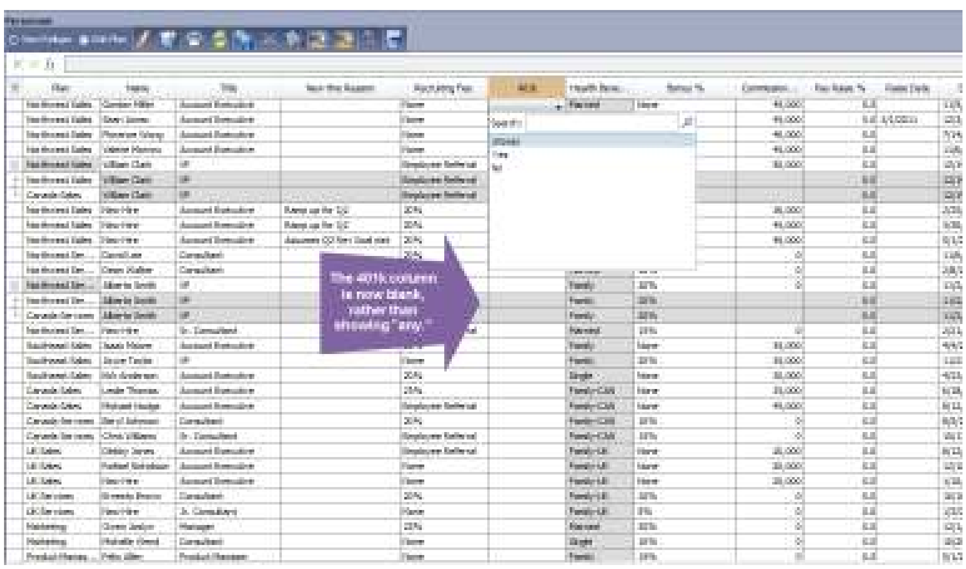
Changes to Dimensions

Dimension Selector on Sheets

The dropdown selector for dimensions on modeled sheets has been replaced by a tree that can be collapsed/expanded. There is also a search bar with horizontal and vertical scroll bars for ease of use.

Replace "Any" with <Blank> for Dimension Values

Previously, if an element was not to be tagged with a dimension value, the term "any" was used. Now, <blank> will be the default setting. Printable view will output <blank> rather than "any." However, sheet data import will continue to accept both "any" and <blank>.



Data Import Automatically Creates Dimension Values

During an import, the dimension values for any dimensions where this option is selected are stripped of any illegal characters and leading or trailing whitespaces, and the resulting dimension value name is searched for (not case-sensitive). If a match is found, that matching dimension value is used for this imported row of data. If the dimension value does not match in case, then the dimension value name in AP is updated to match the new case found during import. If no match is found, a new dimension value with this adjusted dimension value name is created in the AP dimension, as a new un-parented item in the dimension. This new dimension value is then used for this imported row of data.

Keep Sorted

Dimensions with this option selected are kept sorted alphanumerically by the system. The sorting is done case-insensitively. The Move Up and Move Down buttons become disabled when this option is turned on. When an element is renamed, after saving the rename, the set of siblings of which the renamed element is a part of is reordered alphanumerically. When a new element is added to the dimension, the value is sorted amongst its siblings after saving. Re-parenting of elements in a "Keep Sorted" dimension is still allowed. The newly-reparented element is then placed in its new location alphanumerically.

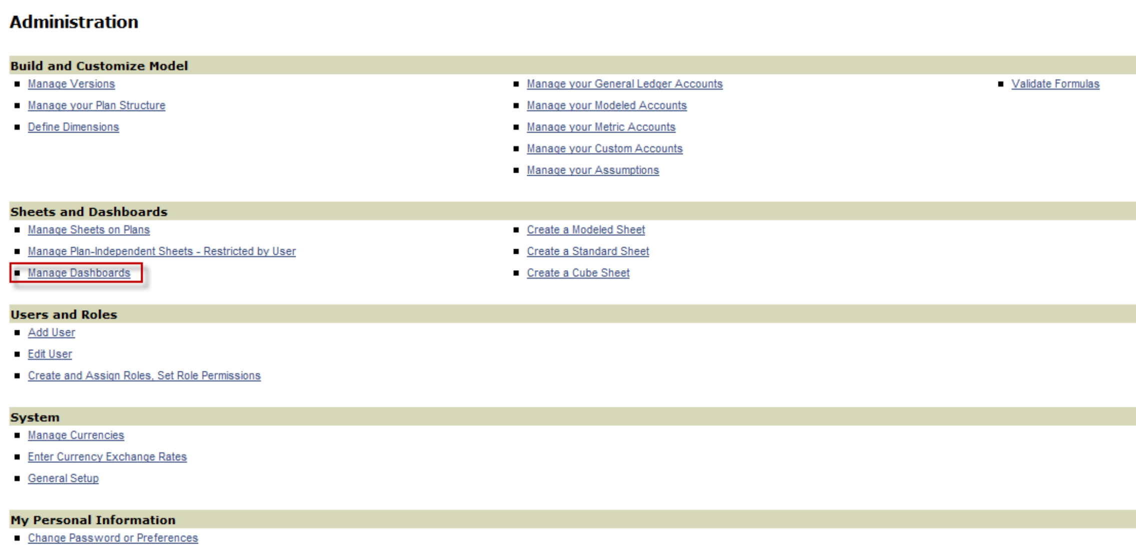
Multiple Dashboards (Enterprise Edition Only)

Prior to this release, there was a single personal dashboard per user, per instance that could only be viewed by the dashboard owner. Shared dashboards were also difficult to set up, with administrators having to log in as each end user to configure the dashboard.

The new release allows an administrator to create different dashboards that can be shared with various groups of users.

Dashboard Administration

A new permission has been created to manage shared dashboards. The Dashboards permission is only enabled if a role also has Report Access permission.

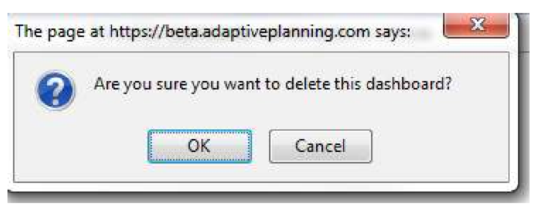


A user with Dashboards permission now sees a new link called “Manage Dashboards” under the Sheets section of the Administration page.

➔ **NOTE:** If a user has model and dashboards permissions, the section is named “Sheets and Dashboards” and the link appears under the “Manage Plan-Independent Sheets – Restricted by User” link. If a user does not have model permission, the section will be called “Dashboards” and sheet links are not visible.

The Dashboard Administration page is similar to the Sheet Administration screen. It shows a list of shared dashboards that can be re-ordered (the personal dashboard is always listed before shared dashboards) based on the desired view on the Dashboard tab.

- **New Dashboard Button:** The user is directed to the “Create Dashboard” page where the user can specify the layout, place reports on the dashboard, and grant plan access.
- **Done Button:** This takes users back to the Administration page.
- **Edit Link:** The user is taken to the “Edit Dashboard” page, where the dashboard can be edited.
- **Delete Link:** This deletes the dashboard. Clicking on this link opens a confirmation screen.



- **Rename Link:** A new window opens that allows the user to rename the dashboard.
- **<Dashboard name> Link:** The user is taken to the “Edit Dashboard” page.
- **Shared With Plan Column:** This column shows which plans have access to the dashboard.
- **Move up Arrow:** The selected dashboard will move up by one.
- **Move Down Arrow:** The selected dashboard will move down by one.

The maximum number of shared dashboards is 25.

Dashboard Editor

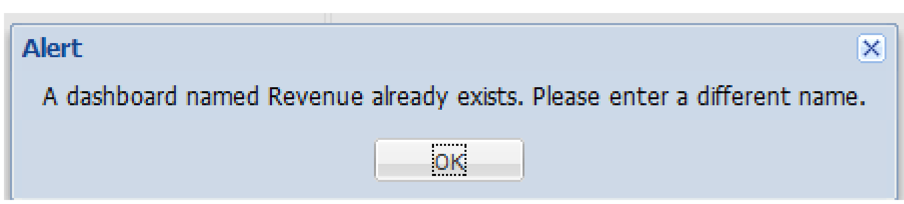
The dashboard editor is comprised of the report tree and layout area. The administrator specifies plan visibility on this screen.

Report Tree

This area displays a list of shared reports based on the administrator's access rights. The dashboard will automatically remove reports that do not have associated charts. The Search bar can be used to easily locate reports.

Dashboard Names

The dashboard name is a required field that must be unique among shared dashboards. A message will appear if the name is not unique or if the field is blank:



Plan Visibility Control

The default for the plan selection button is "none," meaning a plan has not been chosen. This button is a dropdown selector that displays the plan tree. The dashboard will not be visible on the Dashboard tab until a plan is selected.

Layout and Placement of Reports

The layout of the dashboard is determined by the selectors.

The available sizes for both rows and columns are two and three, with 2x2 being the default. Changes to the layout size result in automatic changes to the layout grid.

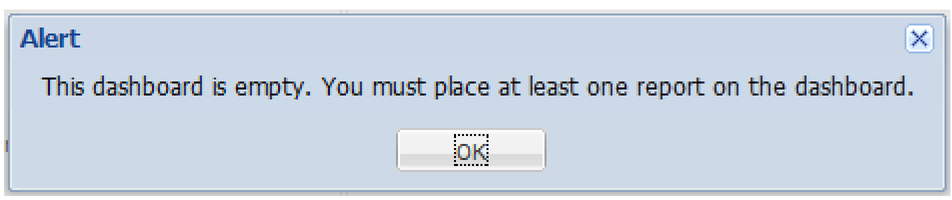
→ **NOTE:** A report placed in row 3, column 1 of a 3x3 layout will disappear if the layout is changed to 2x2.

To place a report on a dashboard, drag a report from the tree and drop it on the layout square. To delete a report, click the delete button ✕ or drop another report over the layout square.

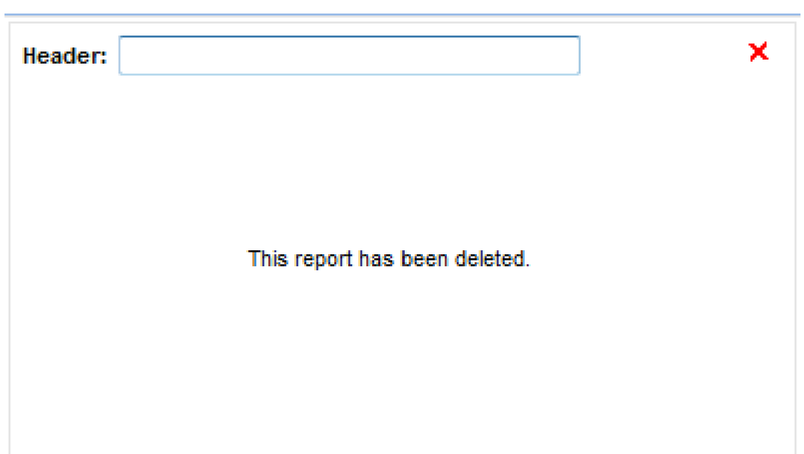
When a report is placed in a square, the square will display a header field and the chart image. The header field is automatically populated with the report name, but can be edited by the user. Hovering over the chart image will show the full path of the report and its name (i.e. Shared Reports → Corporate → Sales Trend Report).

The color of the header can be changed by clicking the button. The default header color is gray.

An error message appears if a user tries to save an empty dashboard:



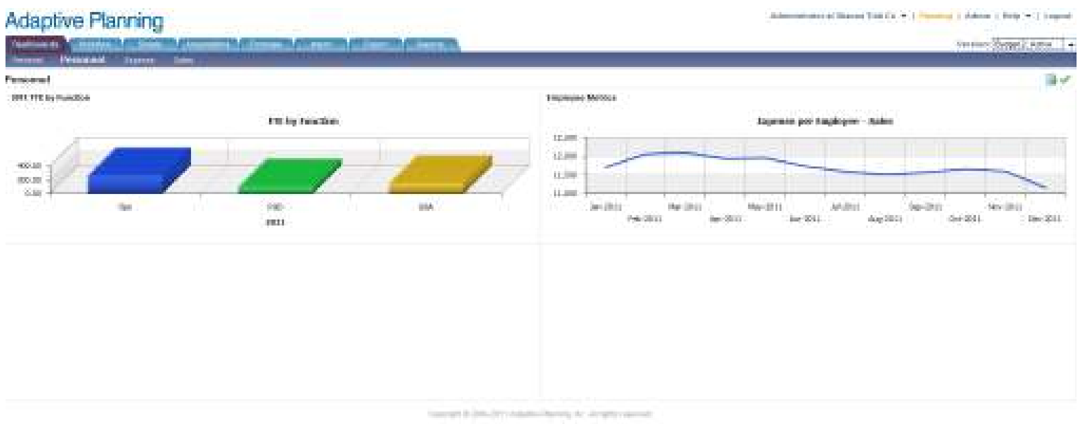
When viewing a dashboard with a deleted report, the user will see the following:



The report on the dashboard can be deleted by clicking the delete button or by dragging a new report to the square.

Clicking the Cancel button  takes the user back to the Dashboard Administration screen without saving any changes.

Viewing Dashboards



The **Home** tab has been replaced by the new **Dashboards t**ab. The dashboards seen by the user are determined by permissions set by the Administrator in the order specified on the Dashboard administration screen (see Dashboard Administration).

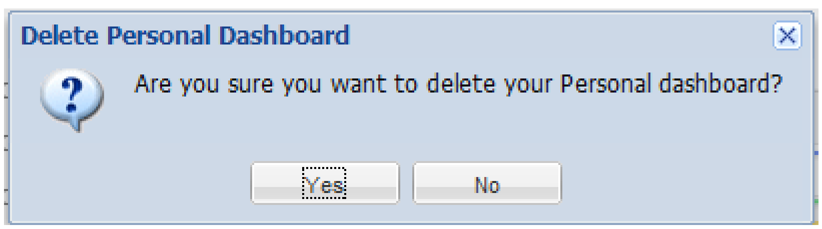
A user can set a Preferred Dashboard by clicking the  icon. A confirmation message appears:

- If a Preferred Dashboard has not been set up by a user, the system loads the personal dashboard. If a personal dashboard has not been set up, the first shared dashboard will load. If a user does not have access to a shared dashboard, the personal dashboard, even if empty, will load.
- Once a user navigates away from the Dashboard page, the Preferred Dashboard will be loaded when the user returns to the Dashboard tab.

Clicking the refresh button  will refresh all charts on the page. A user with report permission can also click on a chart and be directed to the chart viewer on the Reports tab.

Personal Dashboard

The Personal dashboards screen is very similar to the Shared Dashboards screen, except that there are two additional buttons. The allows the user to edit his/her dashboard and a delete button that, when clicked, prompts the following message:



→ **NOTE:** The *Planning* tab is active when a Personal Dashboard is being edited, as opposed to the *Admin* tab when a Shared Dashboard is being edited.

New Drop Down Help Menu

Changes have been made to the main navigation screen with this release. The Help link will now be a dropdown with the following links:

- **Help –** Online Help
- **News and Announcements-** This page has been removed from the Home tab and is now under Help.
- **Adaptive Planning Home Page**
- **Product Documents**
- **Product Training**

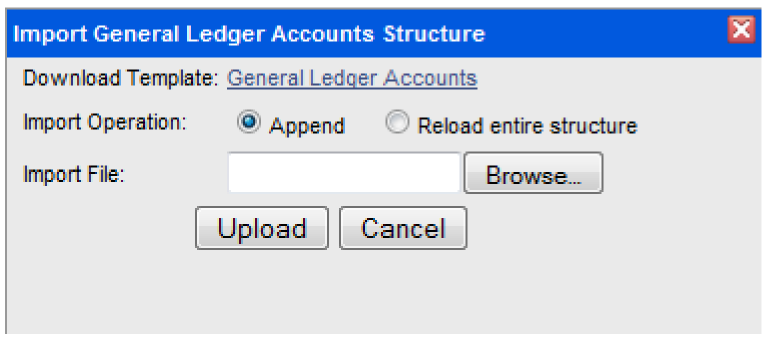
When you click on any of the links in this menu a new browser window opens and displays the option you selected.

Partial Structure Import

Prior to this release, structure import could only be used during the beginning of an implementation because the system would delete the existing structure and replace it with the structure from the import file. All data and associations would be lost. Now, users with Structure Import permission can append new elements without deleting the existing structure.

This ability to append new elements via structure import can be utilized for plans, dimensions, and accounts (GL, Custom, Metric, and Assumptions).

The process for partial structure import is very similar to the process used when importing the original structure. The Import Structure link is accessed in the upper right corner of the structure administration page. Once this link is clicked, a window is opened and there is a new button with two options: to append or reload the entire structure.



- The “Append” option is chosen when the user is adding new entities to the existing tree. Only new accounts to be appended will appear in the import file
  - ➔ **NOTE:** The append structure import cannot be used to change attributes of existing elements or to re-parent existing elements in a structure hierarchy.
- The “Reload entire structure” option is chosen when the user wants to delete the existing tree and re-upload with the values in the import file.
  - ➔ **NOTE:** ***This option can be destructive in a fully functional model and is only recommended during the implementation phase of a model.***

Partial Structure Import Example

Existing GL Account Tree in Adaptive Planning

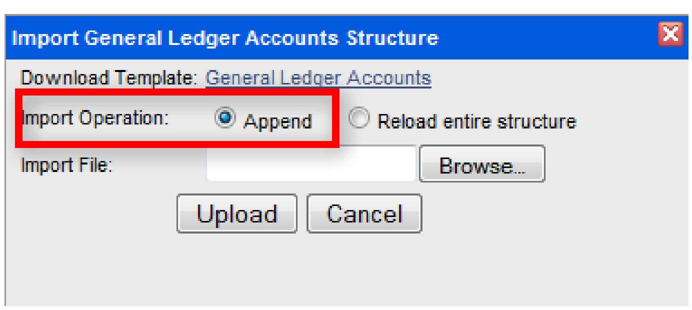
Name	Code	Type
Assets	Assets	Asset
Liabilities and Equities	Liabilities_Equities	Liability and Equity
Net Income	Net_Income	Net Income
Revenue	Income	Income
Non-Operating Income	Non_Operating_Income	Non-Operating Income
Cost of Goods Sold	Cost_Of_Goods_Sold	Cost of Goods Sold
Expenses	Expenses	Expense
Operating Expenses	Operating_Expenses	Expense
Payroll	Payroll	Expense
Taxes & Benefits	Taxes_Benefits	Expense
Office Expenses	Office_Expenses	Expense
Travel & Entertainment	Travel_Entertainment	Expense
Marketing	Marketing	Expense
6210 Advertising	6210_Advertising	Expense
6220 Internet	6220_Internet	Expense
6230 Direct Mail	6230_Direct_Mail	Expense
6240 Other Marketing	6240_Other_Marketing	Expense
6999 Other Expense	6999_Other_Expense	Expense
Utilities	Utilities	Expense
PG&E	PGE	Expense
Telephone	Telephone	Expense
Allocations	Allocations	Expense
7010 IT Allocation	7010_IT_Allocation	Expense
7020 Office Rent Allocation	7020_OfficeRent_Allocation	Expense
Non-Operating Expenses	Non_Operating_Expenses	Non-Operating Expense

In this example, the append import feature is used to add two more accounts. The goal is to add Internet and Garbage to roll up to Utilities.

Here is the populated import template.

Required		
Name	**Rolls Up To**	**Code**
Internet	Utilities	Internet
Garbage	Utilities	Garbage

The Append option is selected.



The new accounts will be appended under Telephone (the last child) in the order specified in the import file.

Name	Code	Type
Assets	Assets	Asset
Liabilities and Equities	Liabilities_Equities	Liability and Equity
Net Income	Net_Income	Net Income
Revenue	Income	Income
Non-Operating Income	Non_Operating_Income	Non-Operating Income
Cost of Goods Sold	Cost_Of_Goods_Sold	Cost of Goods Sold
Expenses	Expenses	Expense
Operating Expenses	Operating_Expenses	Expense
Payroll	Payroll	Expense
Taxes & Benefits	Taxes_Benefits	Expense
Office Expenses	Office_Expenses	Expense
Travel & Entertainment	Travel_Entertainment	Expense
Marketing	Marketing	Expense
6999 Other Expense	6999_Other_Expense	Expense
Utilities	Utilities	Expense
PG&E	PGE	Expense
Telephone	Telephone	Expense
Internet	Internet	Expense
Garbage	Garbage	Expense
Allocations	Allocations	Expense
7010 IT Allocation	7010_IT_Allocation	Expense
7020 Office Rent Allocation	7020_OfficeRent_Allocation	Expense
Non-Operating Expenses	Non_Operating_Expenses	Non-Operating Expense

➔ **NOTE:** If append import is being used, an error message appears if the import file contains account names and codes that are already in use in Adaptive.

"Rolls up to" Column Enhancements

Previously in Adaptive Planning, the "Rolls up to" column was populated with names of accounts. However, this could be cumbersome since accounts can have the same name. Now, the "Rolls up to" column recognizes codes (codes are always unique).

➔ **NOTE:** If the account is rolling up to a group, write the name of the group in the "Rolls up to" column since group names do not have codes.

Email Links (Enterprise Edition Only)

For Enterprise customers, email links now appear in most areas of the application to facilitate communication amongst Adaptive Planning users.

There is a new checkbox on the User Administration page called "Login is a valid email address" to enable/disable email links.

Email links now appear in the following areas of Adaptive Planning:

- Workflow Screen
- Sheet Notes
- Audit Trail Reports (the user name is shown as an email link)

- Cell Explorer
- Report Menu
- Plan Independent Sheet Submission (Assumptions Overview tab)
- User Administration (Email address column has been renamed "Login")

NetSuite Sandbox

Adaptive Planning now offers integration to NetSuite Sandbox. Previously, clients with the NetSuite Integration could only connect to a Production Instance. This feature is intended to support two main use cases:

- A customer wishes to have a production and sandbox environment in both NetSuite and Adaptive Planning, and wants to connect the production AP to production NS, and sandbox AP to sandbox NS.
- A customer wishes to test out the NS connection in AP by first connecting their AP instance to their NS sandbox - when they are happy with that, they want to switch it to connect to the production NS system instead.

The NetSuite Integration Setup page will have a NetSuite System Type selector with Production and Sandbox as choices

This field is editable only when the setup is editable. Once saved, the connection is created, and this field is not editable any longer.

Clicking the Update or Reset button on an already-saved connection makes the field editable again, just as it does the credential fields.

Hosted Connector

The Hosted Connector allows custom connectors to be built between other cloud-based systems and Adaptive Planning. Connections can be customized for customers to import data from SalesForce.com, Intacct, and other cloud-based service providers.

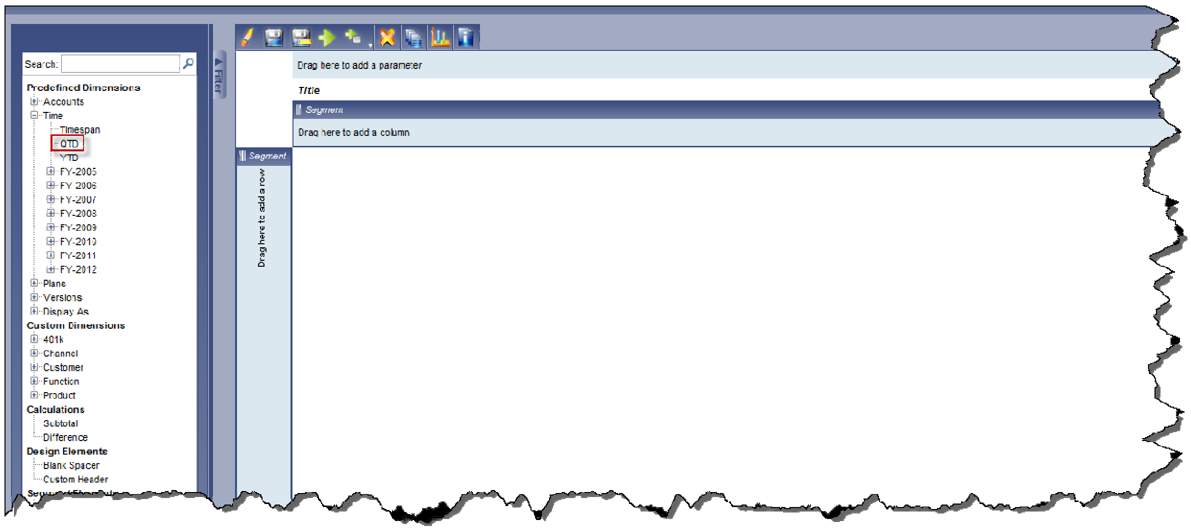
- Hosted Connectors are built by the Adaptive Planning Professional Services team
- Custom scripts are authored and configured by the Adaptive Planning Professional Services team
- Client will see the hosted connector scripts in the Import screen and can invoke the scripts from that screen.

This is an add-on feature. Contact your Account Executive for pricing information.

Other Features

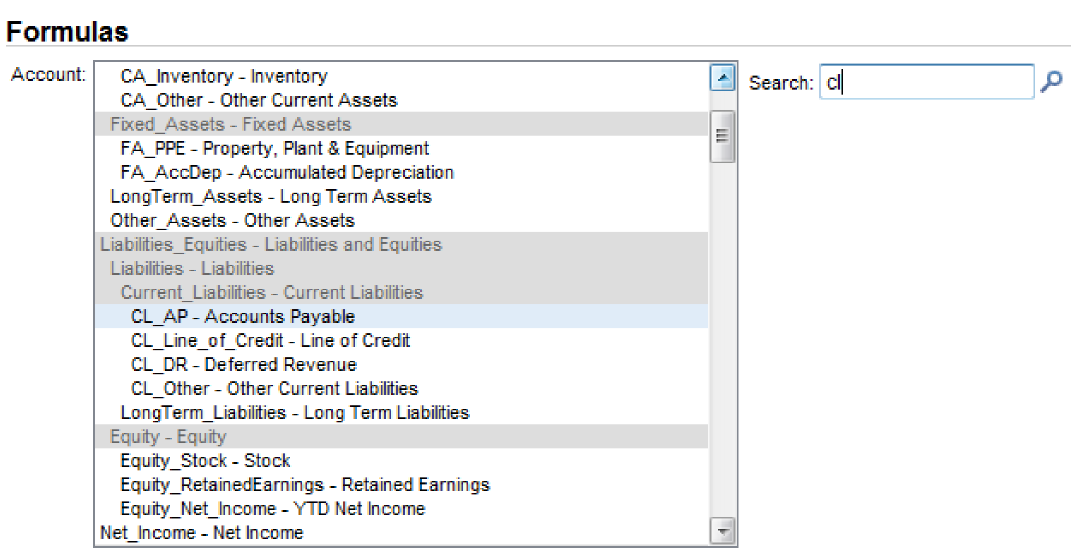
QTD Element

A QTD time element can now be added to matrix reports. The QTD element works exactly like the YTD element, except that it performs quarter-to-date calculations. QTD elements can be connected to parameters.



Search Bar on Formulas Tab

When one clicks the icon next to the accounts on the formulas tab, a search bar has been added so that accounts can be quickly located. When an account number is entered in the search box, the matching selection is highlighted. Once the highlighted selection is clicked, the user is taken to that account.

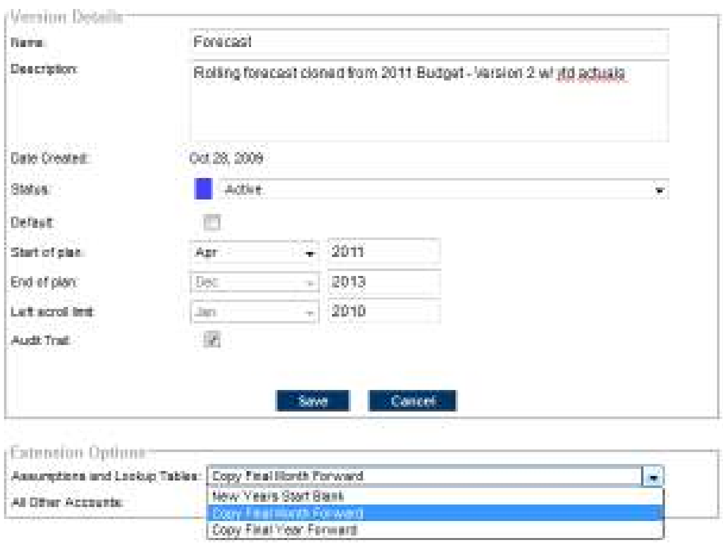


Version Extension Options

When extending the End of Plan in a new or existing version, you will have the option to choose one of the following:

- Start with blank cells
- Start by copying the previous year's data
- Start by copying the previous month's data

➔ **NOTE:** For exchange rates, no choices are displayed. Exchange rates are always extended by copying the previous month's numbers forward.



Relative Dimension References

Relative dimension references can be used to create proper subcubes (cubes in which some accounts are invariant over some dimensions) and multi-dimensional lookup tables. See below for two use case examples.

Proper Subcubes Example

This case is for a company that wants to model data using a Cube sheet, but at least one account in the cube is invariant over one or more dimensions of the cube. We will use a company modeling ticket sales for various venues as an example.

Dimensions on the Cube are Venue, Ticket Type, and Event. The accounts are Price, Number of Seats Available, Sold Seats, Season Ticket Holders, and Reserved Seats. Price is calculated and the number of seats being sold differs by location, but the number of seats available for any ticket type at a given venue remains constant across events.

With a proper subcube, a second cube could be defined for Available Seats without the event dimension on it. The number of seats could be uploaded or manually entered and referred to from the main cube, with a formula such as ACCT.Cube2.SeatsAvailable[Venue=this, TicketType=this].

Multi-Dimensional Lookup Tables

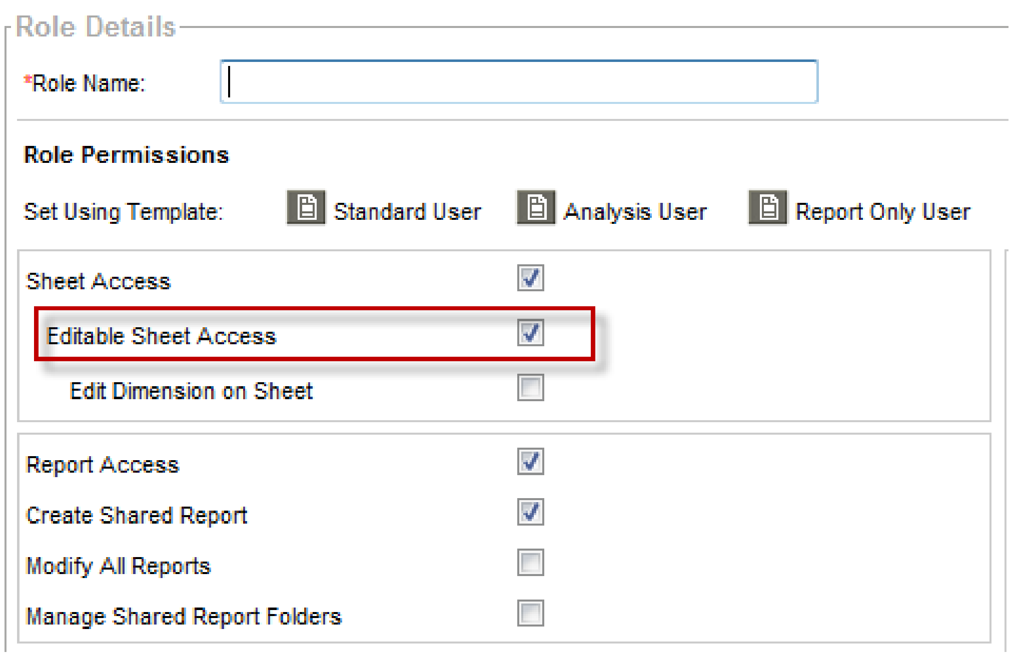
Relative dimension references allow a calculated account to use multiple dimensions on a row to specify the coordinates within an associated cube. For example, a relative dimension reference could be used to determine a person's raise percentage if the raise depended both on Job Title and Job Level. A formula such as ACCT.RaiseCube.RaisePct[JobTitle=this, JobLevel=this] could be used, with the RaisePct account marked Public (so that it can be accessed at all plans).

Read-Only Sheet Access (Analysis Role)

Administrators now have the ability to assign three levels of sheet access to a role: none, read-only, and full read-write. A new role, Analysis User, has been created, which is strictly a read-only sheet access role.

An Analysis user will see the Sheets tab, but all cells will be gray (as if the version was locked). The Workflow tab is displayed, but these elements are also read-only and changes cannot be submitted.

Changes have been made to the Role Administration screen to reflect this new role, which are discussed below.



A new checkbox has been added called "Editable Sheet Access." An Analysis User will NOT have this box checked. The default permissions for an Analysis User are Sheet Access, Report Access, and Drill into NetSuite Imported Numbers (for NetSuite clients).