



Exl-Plan

*Excellence
in
Business Planning*

Software for financial projections to help prepare business plans, raise finance, develop strategies and more

For managers, business owners, entrepreneurs, accountants, financial institutions, advisers

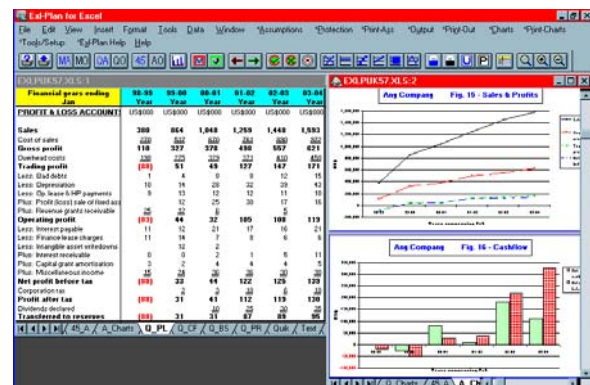
For businesses of all sizes, sectors

Save time & money ... Improve planning & profits

1. Introduction

Exl-Plan is a range of powerful, easy-to-use software package for preparing **comprehensive financial projections** for raising finance, budgeting and business planning covering time horizons up to seven years ahead. It can also be used as a tool for strategic and corporate planning, business restructuring, financial appraisals and performance monitoring within almost any size of business.

The Exl-Plan range (*seven versions*) is available using either **UK/International** or **US/Canadian** accounting conventions - fourteen variants in all. These have the flexibility to handle manufacturing, distribution and service businesses and are suitable for established firms as well as for new ventures and strategic business units within major corporations. Exl-Plan can accommodate business with annual sales ranging from about \$/£ 50,000 up to \$/£ 100 million or more. Exl-Plan is also ideal for use by professional advisers, consultants, training organisations, financial institutions and enterprise support agencies.



Exl-Plan is primarily a workbook file which runs on the best selling Excel spreadsheet (Releases 5, 7, 8, 95, 97, 2000, XP, 2003) for Windows 3.1 and 95/98/NT/2000/XP) from Microsoft®.

As it contains extensive formulae and pre-programmed menus and buttons only a very basic knowledge of Excel is required to prepare highly professional and presentable projections. Because Exl-Plan is an *open system*, advanced Excel users can utilise their expertise to enhance and expand Exl-Plan to meet their particular needs.

Exl-Plan incorporates a comprehensive range of data entry and planning facilities and features. It is suitable for managers and business people with minimal previous experience of financial or business planning as well as for experienced planners, accountants, spreadsheeters and model-builders.

The screenshot displays the Exl-Plan software interface with several windows open:

- Quik-Plan Assumptions:** A menu with options like 'Make about Quik-Plan', 'Other Quik-Plan Assumptions Report', 'Factor Quik-Plan Assumptions for Quik-Plan', and 'Run Quik-Plan'.
- Quik-Plan Assumptions Report:** A table listing variables and their values.

Variables	Value	Units (Where P is Dollars)
Days in a month	30.0	days
Days in a year	365.0	days
Days in a quarter	91.25	days
Days in a half year	182.5	days
Days in a three quarter	273.75	days
Days in a full year	365.0	days
Days in a month (approx)	30.42	days
Days in a year (approx)	365.25	days
Days in a quarter (approx)	91.31	days
Days in a half year (approx)	182.63	days
Days in a three quarter (approx)	273.94	days
Days in a full year (approx)	365.25	days
- SUMMARY & DIAGNOSIS REPORT - 3 YEARS:** A table showing financial metrics over three years.

Year ending At	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03
Assets	1000	1000	1000	1000	1000	1000	1000	1000
Liabilities	100	100	100	100	100	100	100	100
Equity	900	900	900	900	900	900	900	900
Revenue	100	100	100	100	100	100	100	100
Expenses	80	80	80	80	80	80	80	80
Profit	20	20	20	20	20	20	20	20
- CHECK BALANCES REPORT:** A table showing balance sheet items over three years.

Item	12 Months	1st Year	2nd Year	3 Years
Transfer to reserves for p 1	21.14	21.14	21.14	21.14
Net cashflow for p 1	-20.00	-20.00	-20.00	-20.00
Net assets at end of 1	123.14	123.14	123.14	123.14
Check balances for p 1	0.00	0.00	0.00	0.00
Transfer to reserves for p 2	0.00	0.00	0.00	0.00
Net cashflow for p 2	0.00	0.00	0.00	0.00
Net assets at end of 2	273.77	273.77	273.77	273.77
Check balances for p 2	0.00	0.00	0.00	0.00
Total at should be 2100 otherwise error in a sub-model				

2. Versions & Editions

Seven versions of Exl-Plan are available as follows:

- ◆ **Micro** for new & very small companies, sole traders or partnerships. Typical sales range: £/\$ 50k to £/\$ 300k. Makes projections for first year on a monthly basis and for second and third years on a quarterly basis. Handles one sales/cost group.
- ◆ **Lite** for new & small to mid-size companies, sole traders or partnerships. Typical sales range: £/\$ 200k to £/\$ 1 million. . Makes projections for first year on a monthly basis and for second and third years on a quarterly basis. Handles two sales/cost groups.
- ◆ **Pro** for new & mid-size companies. Typical sales: £/\$ 1 million upwards. Makes projections for first year on a monthly basis. Projects for second/third years on a quarterly basis and, optionally, for fourth/fifth years on an annual basis. Handles four sales/cost groups.
- ◆ **Super** for new & larger companies. Typical sales: £/\$ 3 million plus (no upper limit). Makes projections for first year on a monthly basis. Projects for the second/third years on a quarterly basis and, optionally, for fourth/fifth years on an annual basis. Handles six sales/cost groups. **Super Plus** contains additional detail including ten sales/cost groups.
- ◆ **Ultra** for new & larger companies. Typical sales: £/\$ 3 million plus (no upper limit). Makes projections for initial three years on a monthly basis. Projects for fourth/fifth years on a quarterly basis and, optionally, for sixth/seventh years on an annual basis. Handles six sales/cost groups. **Ultra Plus** contains additional detail including ten sales/cost groups.

The complexity of the business, sector, detail/sophistication required, planning objectives and planner's expertise should be taken into account when selecting the most appropriate version of Exl-Plan.

All seven versions are available as **UK/International** or **US/Canadian** editions. Each version/edition has extensive on-line help and an optional 115-125 page manual.

3. Scope

Each version of Exl-Plan comprises several integrated sub-models residing within the main financial model. These cover one/three/five/seven year forecasting periods as follows:

- ◆ Detailed assumptions and projections for the initial 12 months (36 months with Ultra & Ultra Plus)
- ◆ Annualized projections based on the monthly projections
- ◆ Less detailed quarterly assumptions and projections for the second and third years (fourth and fifth years with Ultra & Ultra Plus)
- ◆ Annual projections based on the monthly & quarterly projections.
- ◆ Projections for fourth & fifth years based on simplified annual assumptions for Pro & Super (sixth/seventh years for Ultra).

Projected profit and loss accounts (income statements), cashflows, balance sheets and ratio analyses are generated for each month, quarter and year. Output from Exl-Plan includes the following:

- ◆ Over thirty pro-forma reports containing assumptions, profit and loss accounts, cashflow projections & statements, balance sheets, performance reviews and summaries for months, quarters and years. (Sixty reports with Ultra & Ultra Plus).
- ◆ Nineteen separate charts graphing key projections, ratios etc. for months, quarters and years for over 100 variables.
- ◆ A twelve-page Textual Summary Report containing a summary of the projections in textual form with embedded values, graphs and tables.

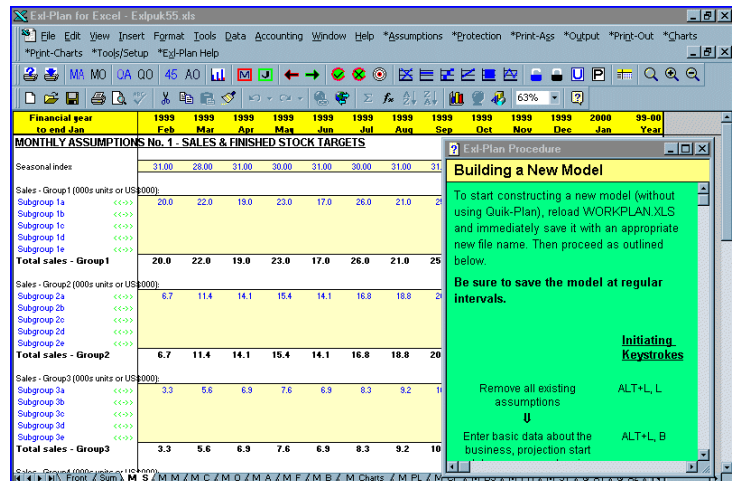
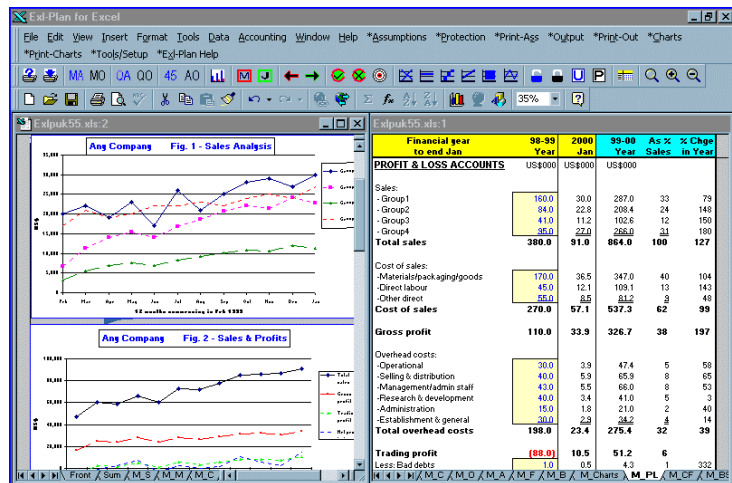
4. Facilities & Features

Once loaded, Exl-Plan automatically extends Excel's menu system and adds its own toolbar. It contains dozens of pre-formatted and protected worksheets incorporating thousands of formulae, assumption values etc. Its facilities and features include the following:

- ◆ Quik-Plan to enable a user produce *first-cut* projections for three years quickly (i.e. within about 15 minutes).
- ◆ Facilities for inserting constant and varying monthly values and for entering assumptions based on seasonal patterns etc. specified by the user.
- ◆ Selective *what-if*, or sensitivity analysis, covering months, quarters and years.
- ◆ Sensitivity analysis tool for globally changing selling prices, volumes, direct costs and overheads for months and quarters (Not available with Micro or Lite).
- ◆ Book-marking facility to allow a user mark a location within a worksheet and to return quickly to it.
- ◆ Extensive on-line help covering 130+ topics together with a (optional) 115-125 page spiral-bound manual.
- ◆ Multiple safeguards to protect formulae etc. and help prevent accidental changes being made to worksheets.
- ◆ Error trapping to advise when any of a dozen types of data entry or calculation errors arise.

Super, Super Plus, Ultra & Ultra Plus versions incorporate the following additional planning tools:

- ◆ Automatically generated 'what-if' tables which display the impact of incremental changes in sales volumes, selling prices, cost of sales and overhead expenses on projected profitability for the first year.
- ◆ DuPont-type profitability chart based on the first-year projections which also allows a user to explore the impact of specific changes in key variables and assumptions on overall profitability.
- ◆ Initial twelve-week cashflow forecasts derived from monthly cashflow projections for the first year.
- ◆ Facility to produce updated first-year projections of sales and profitability by combining year-to-date actuals with projections for remaining months of the year.
- ◆ Tables to analyze longer term trends (five years historical plus five-years projected) for key ratios and performance measures.



5. Assumptions Handled

Exl-Plan handles a very wide variety of assumption variables and financial functions. Many of these can be expanded or altered by the user in order to embrace existing spreadsheet-based data or to accommodate special user requirements. Exl-Plan is an *open* system that can be expanded or customised by users. The on-line help and manual describe almost twenty techniques or procedures for extending and tailoring Exl-Plan. In addition, Exl-Plan can be set to suppress the printing of rows containing no/zero values to enhance the conciseness and relevance of its output reports.

The range of assumptions handled by Exl-Plan include:

Sales, Costs, Stocks & Overheads	Fixed Asset, Investment & Financing	Credit & VAT *
<p>Sales based on value or volume/price for each main sales/cost group.</p> <p>Cost of materials/goods in percentage or unit cost terms for each main sales/cost group.</p> <p>Finished goods and material inventory targets for each main sales/cost group.</p> <p>Direct labour headcount plus user-definable direct/variable costs.</p> <p>Numerous user-definable categories of overhead expense.</p>	<p>Fixed assets with provision for handling depreciation and additions/disposals.</p> <p>Separate interest rates for cash balances, overdraft and long-term debt.</p> <p>Facilities for increasing and decreasing long-term debt and assigning it between short- and long-term liabilities.</p> <p>Share issues, dividends and corporation tax.</p>	<p>Provision for setting credit terms (up to 6 months ahead) for sales and related purchases (materials or goods for resale) for each main sales/cost group.</p> <p>Facilities for deferring cash payments relating to many categories of monthly overheads, capital expenditure, dividends, grants etc.</p> <p>Variable VAT rates can be set for sales and for inputs & capital expenditure. VAT payment months can be specified and paid on either an invoice or cash-received basis.</p>

* Exl-Plan will handle almost any input/output tax regime. The term VAT can be replaced by other terms such as GST, Sales Tax etc.

6. Further Details

For further details about Exl-Plan, please contact the developer as follows:

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Extensive information about Exl-Plan as well as access to **trial versions** can be secured from the following pages at Invest-Tech's primary website <www.planware.org>:

Detailed info: www.planware.org/exldesc.htm

Screen shots: www.planware.org/exlshot.htm

Trial versions: www.planware.org/exldown.htm

Purchase methods: www.planware.org/exlupgr.htm

The PlanWare site includes options for immediate purchase and downloading. It also contains extensive advice and "white papers" about business planning and development as well as other applications software for business, financial and strategic planning.