*Presented by:* **Mack Ruciak**

*Hosted by:* **Michael Chew**

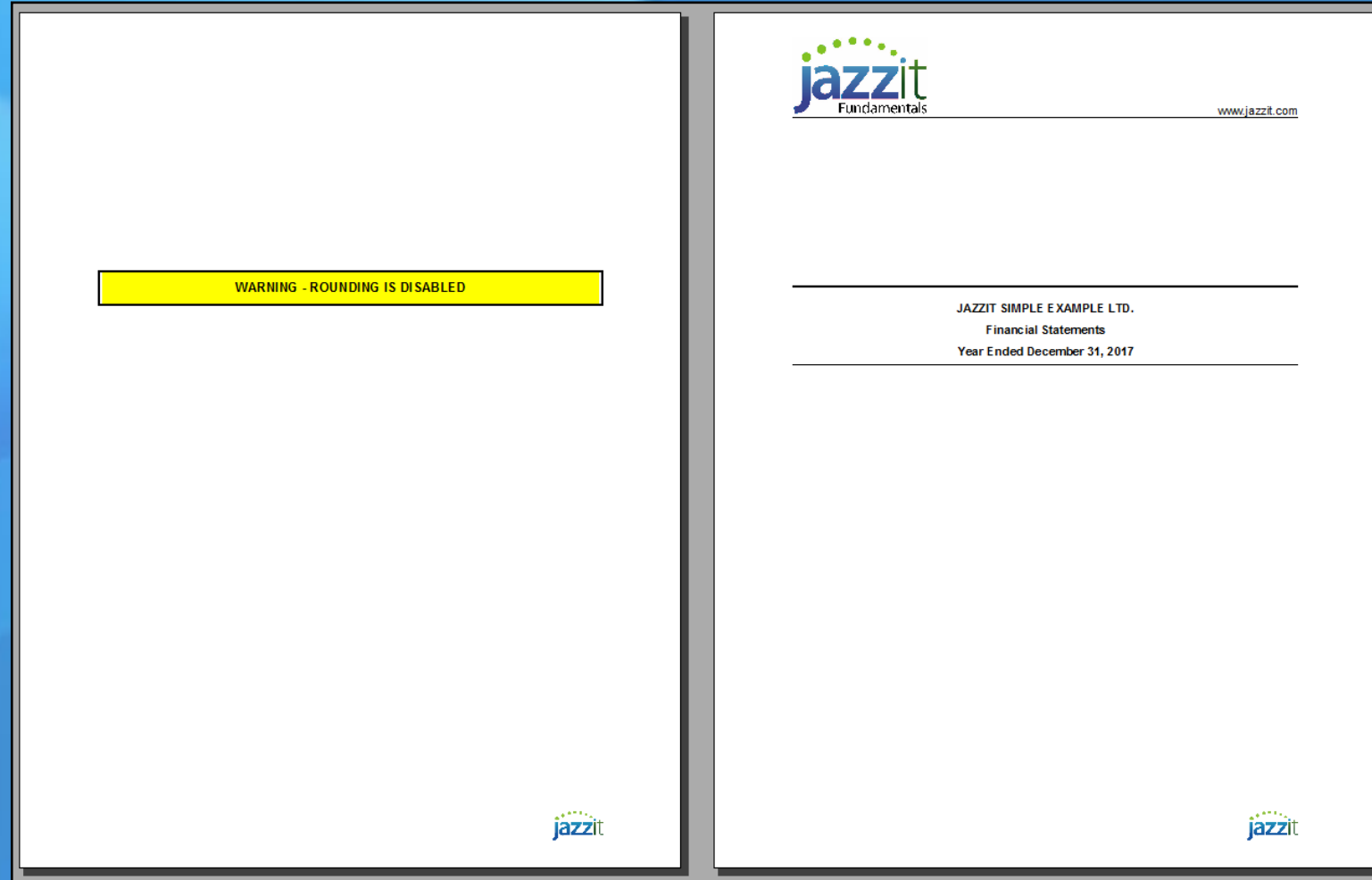*Accountants Templates Inc. (jazzit)*

# Today's Webinar

➢ Demonstrate the major new features in the Jazzit Fundamentals package for the last six months

➢ Features shown will be in template order and grouped together in the following order:

- *Financial statements*
- *Working papers*
- *Letters*
- *Generic checklists*

➢ **Jazzit updates are cumulative**. Updating to the latest release will include all features from prior releases and any bug fixes which have been included

➢ We will only discuss **CSRE 2400** with respect to the financial statements and letters

# Printed rounding warning

A page will now print in front of the financial statements if:

➢ the draft stamp has been turned off *(set to final),* and

➢ rounding is
  ▪ still disabled, or
  ▪ there is an error with rounding *(recalculate or significant differences exist).*

WARNING - ROUNDING IS DISABLED

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JAZZIT SIMPLE EXAMPLE LTD.
Financial Statements
Year Ended December 31, 2017

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# Combining the title page and index

- The title page and index page can be combined to print on a single page, with spacing options to fine tune placement of text.

- Header can be attached to title page *(including the letterhead)* if required.



Combined title page and index     Heading

Top margin: 1.55 inches

Title page text: Centred

Header for title page: Header 5 - letterhead

Lines above and below text: Yes

Include index to financial statements heading: Yes

Space above index listing: 0.90 inches

Spacing between each contents listing: wide spacing

Print page numbers: Yes

Footer for index: Footer 5

Manual entries (must appear at end of the index): 0

Show title page and index: combine pages



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JAZZIT SIMPLE EXAMPLE LTD.
Financial Statements
Year Ended December 31, 2017

**Index to Financial Statements**

| | Page |
|---|---|
| INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT | 1 |
| FINANCIAL STATEMENTS | |
| Balance Sheet | 2 |
| Statement of Partners' Equity | 3 |
| Statement of Income | 4 |
| Statement of Cash Flow | 5 |
| Notes to Financial Statements | 6 - 12 |
| Schedule One *(Schedule 1)* | 13 |

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# Updates to the engagement report

- Section headings can now be in italics *(only bold/unbold previously)*

- Added the ability to set a custom header on the subsequent pages on the report *(if applicable)*

- Added qualified report samples to CSRE2400 review report

- Statement heading wording "Unaudited" automatically skips if engagement is a CSRE 2400 Review

# Note dividers

If the global note dividers option is on, you can now turn dividers on/off on individual notes, along with an extra option to reduce spacing.

This is particularly useful with margin-to-margin underlining format.

10. PROPERTY, PLANT AND EQUIPMENT

| | Cost | Accumulated amortization | 2013 Net book value | 2012 Net book value |
|---|---|---|---|---|
| Land | $ 1,730,972 | $ - | $ 1,730,972 | $ 1,450,000 |
| Buildings | 3,578,337 | 835,702 | 2,742,635 | 1,812,534 |
| Equipment | 3,885,320 | 2,317,562 | 1,567,758 | 1,292,957 |
| Motor vehicles | 141,993 | 102,233 | 39,760 | 16,608 |
| Furniture and fixtures | 610,323 | 387,470 | 222,853 | 170,020 |
| | $ 9,946,945 | $ 3,642,967 | $ 6,303,978 | $ 4,742,119 |

11. INCORPORATION COSTS

| | 2013 | 2012 |
|---|---|---|
| Incorporation costs - cost | $ 268,391 | $ 268,391 |
| Accumulated amortization | (36,905) | (30,195) |
| | $ 231,486 | $ 238,196 |

Note ID: Non-capital tax losses carried forward

Version in this FS: April 27, 2018

Help with notes

View current Resource Centre version

Update from Resource Centre

Get this note from another file

Jump to page ▶

Divider at bottom of this note ▶ ✓ Divider on
Divider off - maintain spacing
Divider off - no spacing

Delete this note

# Policy headings

Significant accounting policy headings can be globally set to uppercase.

# Five year income statement with percent

This working paper can be included as a page in the financial statements. The working paper is brought in as an external schedule and adopts the header and footer settings of the financial statements

Available entries:

- [ ] Statement of Comprehensive Income
- [ ] Management's Responsibility
- [x] Five year income statement with percent
- [ ] Generic letter
- [ ] Schedule 21
- [ ] Schedule 22
- [ ] Schedule 23

**JAZZIT SIMPLE EXAMPLE LTD.**
**Five Year Income Statement With Percent**
**Year Ended September 30, 2013**
*(Unaudited - See Notice To Reader)*

| | 2013 | % | 2012 | % | 2011 | % | 2010 | % | 2009 | % |
|---|---|---|---|---|---|---|---|---|---|---|
| TRADE SALES | $ 20,406,850 | 100.00 | $ 20,715,550 | 100.00 | $ 2,785,946 | 100.00 | $ - | - | $ - | - |
| | | | | | | | | | | |
| COST OF SALES | | | | | | | | | | |
| Opening Inventory | 792,799 | 3.88 | 3,599,866 | 17.38 | - | - | - | - | - | - |
| Purchases | 20,343,744 | 99.69 | 19,566,873 | 94.46 | - | - | - | - | - | - |
| | 21,136,543 | 103.57 | 23,166,739 | 111.84 | - | - | - | - | - | - |
| Closing Inventory | (857,063) | (4.20) | (792,799) | (3.83) | - | - | - | - | - | - |
| COST OF SALES | 20,279,480 | 99.37 | 22,373,940 | 108.01 | - | - | - | - | - | - |
| GROSS PROFIT | 127,370 | 0.63 | (1,658,390) | (8.01) | 2,785,946 | 100.00 | - | - | - | - |
| | | | | | | | | | | |
| FEES | | | | | | | | | | |
| Commissions | 221,278 | 4.24 | 88,075 | 1.09 | - | - | - | - | - | - |
| Management fees | 5,000,000 | 95.76 | 8,000,000 | 98.91 | - | - | - | - | - | - |
| | 5,221,278 | 100.00 | 8,088,075 | 100.00 | - | - | - | - | - | - |
| | | | | | | | | | | |
| EXPENSES | | | | | | | | | | |
| Amortization | 562,773 | 2.20 | 475,075 | 1.65 | - | - | - | - | - | - |
| Amortization of intangible assets | 6,710 | 0.03 | - | - | - | - | - | - | - | - |
| Bank charges | 450 | - | 501 | - | - | - | - | - | - | - |
| Insurance | 9,863 | 0.04 | 96,747 | 0.34 | - | - | - | - | - | - |
| Interest on long term debt | 178,077 | 0.69 | - | - | - | - | - | - | - | - |
| Interest on obligations under capital lease | 17,025 | 0.07 | - | - | - | - | - | - | - | - |
| Management salaries | - | - | 1,476,817 | 5.13 | - | - | - | - | - | - |
| Miscellaneous | 482,432 | 1.88 | 534,653 | 1.86 | - | - | - | - | - | - |
| Office | - | - | 5,783 | 0.02 | - | - | - | - | - | - |
| Salaries and wages | 510,009 | 1.99 | 2,743,703 | 9.53 | - | - | - | - | - | - |
| Vehicle | 2,544,372 | 9.93 | - | - | - | - | - | - | - | - |
| | 4,311,711 | 16.83 | 5,333,279 | 18.53 | - | - | - | - | - | - |
| | | | | | | | | | | |
| INCOME FROM OPERATIONS | 1,036,937 | 4.05 | 1,096,406 | 3.81 | 2,785,946 | 100.00 | - | - | - | - |

See notes to financial statements
Jazzit CaseWare Made Easy

# Balance sheet – net balances

**BALANCE SHEET - Current/Long-term** amounts that are **due to/from** shareholders and related parties can be netted against each other even if the respective note is turned on.

# Prior period adjustments – Not For Profit

**9 COLUMN INCOME STATEMENT -**
Prior period adjustments can now be performed when the Statement of Changes in Net Assets has been combined with the income statement.

# Notes to financial statements

## SHARE CAPITAL NOTE - DEFAULT AND SHARE REDEMPTION
Added a section for percentage ownership of shareholders

Percentage ownership of shareholders

Print header

| Shareholders: | 2017 | 2016 |
|---|---|---|
| Jazzit Sample INC | 50.0 % | 50.0 % |
| John Smith | 15.0 | 15.0 |
| Jane Smith | 15.0 | 10.0 |
| Bob Smith | 15.0 | 20.0 |
| Other shareholders | 5.0 | 5.0 |
| Total | 100.0 % | 100.0 % |

16. SHARE CAPITAL

Authorized:
Unlimited   Preferred shares, redeemable and retractable at $XX
Unlimited   Common voting shares
Unlimited   Common non-voting shares

| | | 2013 | | 2012 |
|---|---|---|---|---|
| Issued: | | | | |
| 100 | Preferred shares Class #1 | $ 100 | $ | 100 |
| 273 | Common shares Class #1 | 273 | | 273 |
| | | $ 373 | $ | 373 |
| Shareholder: | | | | |
| ABC Company | | 25.0 % | | 25.0 % |
| XYZ Corporation | | 75.0 | | 75.0 |
| | | 100.0 % | | 100.0 % |

# Notes to financial statements

**JOINT VENTURE AND SUBSIDIARIES- INVESTMENTS IN LIMITED PARTNERSHIPS** A new note option has been added to display the ownership breakdown of a partnership or joint venture.

1. INVESTMENTS IN LIMITED PARTNERSHIPS

The investment in the Jazzit Financial Statements partnership is split in the following ownership percentages:

| | Equity % | Balance 2016 | Equity income (loss) | Contributions purchases (withdrawals) | Balance 2017 |
|---|---|---|---|---|---|
| John Smith | 25.0 | $ 15,000 | $ (2,500) | $ (500) | $ 12,000 |
| Jane Smith | 25.0 | 15,000 | (2,500) | (500) | 12,000 |
| Dave Emmers | 25.0 | 75,000 | (2,500) | - | 72,500 |
| Eric Smith | 15.0 | 2,500 | (500) | (2,500) | (500) |
| Sue Alters | 10.0 | 5,500 | - | (600) | 4,900 |
| | | $ 113,000 | $ (8,000) | $ (4,100) | $ 100,900 |

# Notes to financial statements

**TAX AND OTHER GOV'T REMITTANCES NOTE - NON-CAPITAL TAX LOSSES CARRIED FORWARD**
Added the option to display both the date of loss and date it expires instead of only the years losses expire.

# Subtotal from last subheading

**TWO COLUMN INCOME STATEMENT SCHEDULE**

- Supports the ability to insert a subtotal which calculate only amounts listed below the subheading directly above it
- Useful for grouping together items which might otherwise require a separate schedule
- The subheading must have a description in order for the functionality to work

# Reconcile amortization wp groups to G/L

**Group totals can now be set to reconcile to a specific Cost and Accumulated Amortization general ledger accounts**

- A red indicator will alert the preparer that a difference exists between the group total and the associated G/L account.

- Preparers can set a global threshold +/- amount *(in the working paper setting area)* to flag unreconciled differences.

- The freeze frame can be set to display only groups with unreconciled differences from the general ledger.

- A diagnostic at the bottom of the working paper will reflect how many unreconciled groups are present in the working paper *(above the threshold +/- amount set)*, and the **JZDIAG Diagnostic Report** will also reflect the unreconciled groups

☑ **Vehicles** Rate method: **Declining balance** ▾ Rate unit: **%** ▾ Group rate: **2** ▾ % Group pro-rate: **12** ▾ /12 months Half normal amortization for additions: **Yes** ▾

■ Reconcile to closing balance ▾    Cost link No: **157.1742** ▾    Accum amort link No: **158.1743** ▾    Link type : **Map No** ▾

| | Date Add'n m/dd/yy | Cost 2016 | Cost 2017 | Accum Amort 2016 | Adjusted Opening Amort | Rate | Pro-rate | Amort 2017 | Accum Amort 2017 | Net Book Value 2017 | Net book Value 2016 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Delivery vehicle #1 | 4/01/14 ▪ | 3,500.00 | 3,500.00 | 1,500.00 | 1,500.00 | 2 ▾ | 12 ▾ | 40.00 | 1,540.00 | 1,960.00 | 2,000.00 |
| Delivery vehicle #2 | 4/01/14 ▪ | 3,500.00 | 3,500.00 | 1,250.00 | 1,250.00 | 2 ▾ | 12 ▾ | 45.00 | 1,295.00 | 2,205.00 | 2,250.00 |
| Delivery vehicle #3 | 4/01/17 ▪ | 3,200.00 | 3,200.00 | - | - | 2 ▾ | 12 ▾ | 64.00 | 64.00 | 3,136.00 | 3,200.00 |
| Subtotal | | 10,200.00 | 10,200.00 | 2,750.00 | 2,750.00 | | | 149.00 | 2,899.00 | 7,301.00 | 7,450.00 |
| Per general ledger | | Motor vehicles / Map No: 157.1742 | 10,000.00 | | Motor vehicles - acc amort / Map No: 158.1743 | | | | 2,650.00 | | |
| Unreconciled difference | | ■ | 200.00 | | | | | ■ | 249.00 | | |

# Realized gain/loss on foreign exchange

- Marketable securities working papers now automatically populate and calculate the gains and losses on foreign exchange and cash transactions.

- Entering transactions into a security and transfers in and out of the brokerage account, will populate the **'Realized loss (gain) on foreign exchange'** table *(sorted by date)* and calculate the realized gain or loss on foreign exchange.

## Average monthly exchange rates - US$

Spot rate for closing broker balance and closing CAD$ market value: 1.2550

| December 2016 | January 2017 | February 2017 | March 2017 | April 2017 | May 2017 | June 2017 | July 2017 | August 2017 | September 2017 | October 2017 | November 2017 | December 2017 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1.0000 | 1.2550 | 1.3500 | 1.2550 | 1.2500 | 1.2500 | 1.3500 | 1.2500 | 1.2500 | 1.2000 | 1.2000 | 1.3500 | 1.2000 |

## Realized loss (gain) on foreign exchange - US$

| Date | Description | US$ | US$ EXCHG | HISTORICAL COST | CAD$ | CURRENT RATE | CAD$ | Realized Exchange Loss (Gain) |
|---|---|---|---|---|---|---|---|---|
| Opening bal. | | 2,000.00 | | - | - | | - | |
| 1/15/13 | Wyle's Acme Company: sale | 3,500.00 | 892.50 | 0.7986 | 4,392.50 | 1.2550 | 4,392.50 | - |
| 1/31/13 | Wyle's Acme Company: purchase | (1,000.00) | 201.36 | 0.7986 | (798.64) | 1.2550 | (1,255.00) | (456.36) |
| 2/08/13 | Tweetie's Bird Seed Co.: sale | 1,500.00 | 525.00 | 0.9365 | 2,025.00 | 1.3500 | 2,025.00 | - |
| 2/27/13 | Tweetie's Bird Seed Co.: sale | 250.00 | 87.50 | 0.9530 | 337.50 | 1.3500 | 337.50 | - |
| | | | | | | | | (456.36) |

# Insert / delete transactions for multiple groups

In the marketable securities working papers, transaction lines can be inserted or deleted from a single place instead of going to each security individually.

# Adjust interest rates for current period

The loan calculator now supports the ability to adjust the effective interest rate for payments made during the year should there be a rate change.

**Current period repayment details:**

| Paid during fiscal | Effective rate % | Opening balance | Payment |
|---|---|---|---|
| January 31, 2017 | 2.300 | 200,000.00 | 9,292.63 |
| February 28, 2017 | 2.300 | 191,090.70 | 9,292.63 |
| March 31, 2017 | 2.300 | 182,164.33 | 9,292.63 |
| April 30, 2017 | 2.300 | 173,220.85 | 9,292.63 |
| May 31, 2017 | 2.300 | 164,260.23 | 9,292.63 |
| June 30, 2017 | 2.350 | 155,282.43 | 9,292.63 |
| July 31, 2017 | 2.350 | 146,293.89 | 9,292.63 |
| August 31, 2017 | 2.350 | 137,287.75 | 9,292.63 |
| September 30, 2017 | 2.350 | 128,263.98 | 9,292.63 |
| October 31, 2017 | 2.350 | 119,222.53 | 9,292.63 |
| November 30, 2017 | 2.350 | 110,163.38 | 9,292.63 |
| December 31, 2017 | 2.400 | 101,086.49 | 9,292.63 |

# Working papers

- **FINAL CHECKLIST –** Several enhancements including 15 additional sections and auto fill dates.

- **YEAR END CHECKLIST –** Several enhancements to the 'Requested items' area including a comments columns and section headings.

- **BUSINESS USE OF HOME VEHICLE** – Supports up to 10 vehicles with allocation of expenses layout added.

- **PREPAID WORKING PAPERS** – Each group can be set to calculate either monthly or daily amounts.

### Ford F150 expenses - allocation of expenses

| 2017 Description | Total Expense | ALLOCATION | | | |
| --- | --- | --- | --- | --- | --- |
| | | Business 80.00 % | Personal 20.00 % | HST | Total |
| Gas | 7,880.29 | 6,304.23 | 1,576.06 | 78.80 | 1,654.86 ¢ |
| Insurance | 3,566.00 | 2,852.80 | 713.20 | – | 713.20 1. 2 |
| Parking | 125.50 | 100.40 | 25.10 | – | 25.10 |
| Repairs & Maintenance | 1,811.51 | 1,449.21 | 362.30 | 43.48 | 405.78 A. 7 ¢ |
| Toll | 3,493.11 | 2,794.49 | 698.62 | – | 698.62 ¢ |
| | 16,876.41 | 13,501.13 | 3,375.28 | 122.28 | 3,497.56 |

# Engagement letter and client enclosure letter

- New sample report format options including italics on section headings and sample CSRE 2400 wording *(as in the **Engagement Report** in the financial statements).*

- Engagement letters now support the option to adjust spacing in the signature area, and to show the dates to the right.

- Both the engagement letters and the client enclosure letter now have a global switch of initials after each paragraph, and the ability to include initials sign-off at the bottom of each page.

Acknowledged and agreed to on behalf of Jazzit Simple Example Ltd. by:

Date to the right of signature line | Normal spacing
Narrow spacing
Normal spacing
Wide spacing

As a representative of Jazzit Simple

Ms. Lori Smith, Controller
January 19, 2018
Date signed

Mr. Michael Jones, President
January 19, 2018
Date signed

We have relied on you to provide us with the necessary information in a form sufficiently complete to enable us to prepare the financial statements. We understand that the financial statements referred to will be only for management purposes and will not be made available to other parties without our consent.

We wish to emphasize that our engagement cannot be relied upon to disclose errors, omissions or other irregularities nor will it fulfill any statutory audit requirements.

Initials _____

Suite 140, 3115 - 12 Street NE, Calgary, Alberta T2E 7J2   Ph: 403.670.7385   Fax 403.670.7590

# Generic checklists

- **JZPCA & JZPCC** - Level 2 and 3 procedures now skip if their respective Level 1 procedure is marked as "**NA**".

- Generic checklists with initials and date columns will automatically populate these when signing off a procedure.

| | CEAV * | Y/N | Comments | ✓ | Date (m/dd/yy) | W/P ref. |
|---|---|---|---|---|---|---|
| 📁 Stock count and verification | | | | | | |
| 1. Verify the stock is at the warehouse | E | Y ▾ | Phsyically verified | | 3/27/18 ⊞ | A. 9 ▾ |
| 2. Count the stock at the warehouse | | NA ▾ | | | 3/27/18 ⊞ | ▾ |
| a) Obtain stock sheet from year end | | ▾ | | | ⊞ | ▾ |
| i) Cast the stock sheet | A | ▾ | | | ⊞ | ▾ |
| b) Match items on sheet to physical stock | E | ▾ | | | ⊞ | ▾ |

# Updating

# Thank you for attending this Webinar

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