



Jazzit with Java November 19, 2020

Baristas: Mike & Lori Store manager: Kate

Listen options:

- computer audio (headset/speakers)
- call 647.497.9429 access code: 249-544-298

Today's Specials

Here's the buzz

- ✓ The good stuff
- ✓ Poll question
- ✓ What's fresh
- ✓ Ask us
- ✓ Topics for future Jazzit with Java





- Follow up from October Jazzit with Java
- Adding your signature to letters the checklists
- Exporting GIFI for consolidations
(get more than 1 division to export)
- Link multiple marketable security working papers and linking to financial statement note
- Side by side vs stacked for 2 signatures on the balance sheet

Follow up from October Jazzit with Java

The JZPCKEY must be in each client file for setting the default path to the checklist resource center and enter in the names of staff working on the engagement.

Entering in names of staff is useful when you have people working on another person's computer/laptop.

By entering in the staff name and initial on the JZPCKEY and choosing it as the default, this provides an easy double click to add in the initials of the person using the computer.



Follow up from October Jazzit with Java

- If you are using someone else's computer, add in your information in the JZPCKEY

Staff for this audit engagement [Set to default](#)

Lori	LA	Staff name 11	Initials
Mike	MC	Staff name 12	Initials
Eric	EC	Staff name 13	Initials
Staff name 4	Initials	Staff name 14	Initials
Staff name 5	Initials	Staff name 15	Initials

- In a checklist, under Notes to Preparer, select your name

[Reload from Resource Centre](#) Status: ☒ Document : August 4, 2020 Resource

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[Notes for the preparer](#)

Page size: [Print on letter size](#)

Type in initials or click drop-down menu to see initials from [P&C document control](#)

Double click on initials set to: [Lori](#) or clear initials entered.

Double click on Summary difficulties encountered to clear the field.

Note that initials will appear on roll-forward in CaseWare.

Note that references will appear on roll-forward in CaseWare.

A

Lori

Mike

Eric

Staff name 4



Follow up from October Jazzit with Java

- When completing procedures, selecting Y/N for example, will populate your initials automatically, or,
- When double clicking in the initials column, your initials will populate

a. Obtain details of cash and bank balances at the period end and agree it to the general ledger.				EC	
b. Obtain details of, and document, any covenants, withdrawal restrictions or minimum balance requirements regarding the use or withdrawal of cash and cash equivalents.			Y	EC	



Adding Your Signature to Checklists and Audit Letters

You will need to have purchased

- ✓ a Jazzit Fundamentals package, and
- ✓ electronic signature add-on

Provides the ability to use your electronic signature in

- ✓ audit letter signature block, and
- ✓ certain checklists in compilation, review, and audit checklists



Adding Your Signature to Checklists and Audit Letters

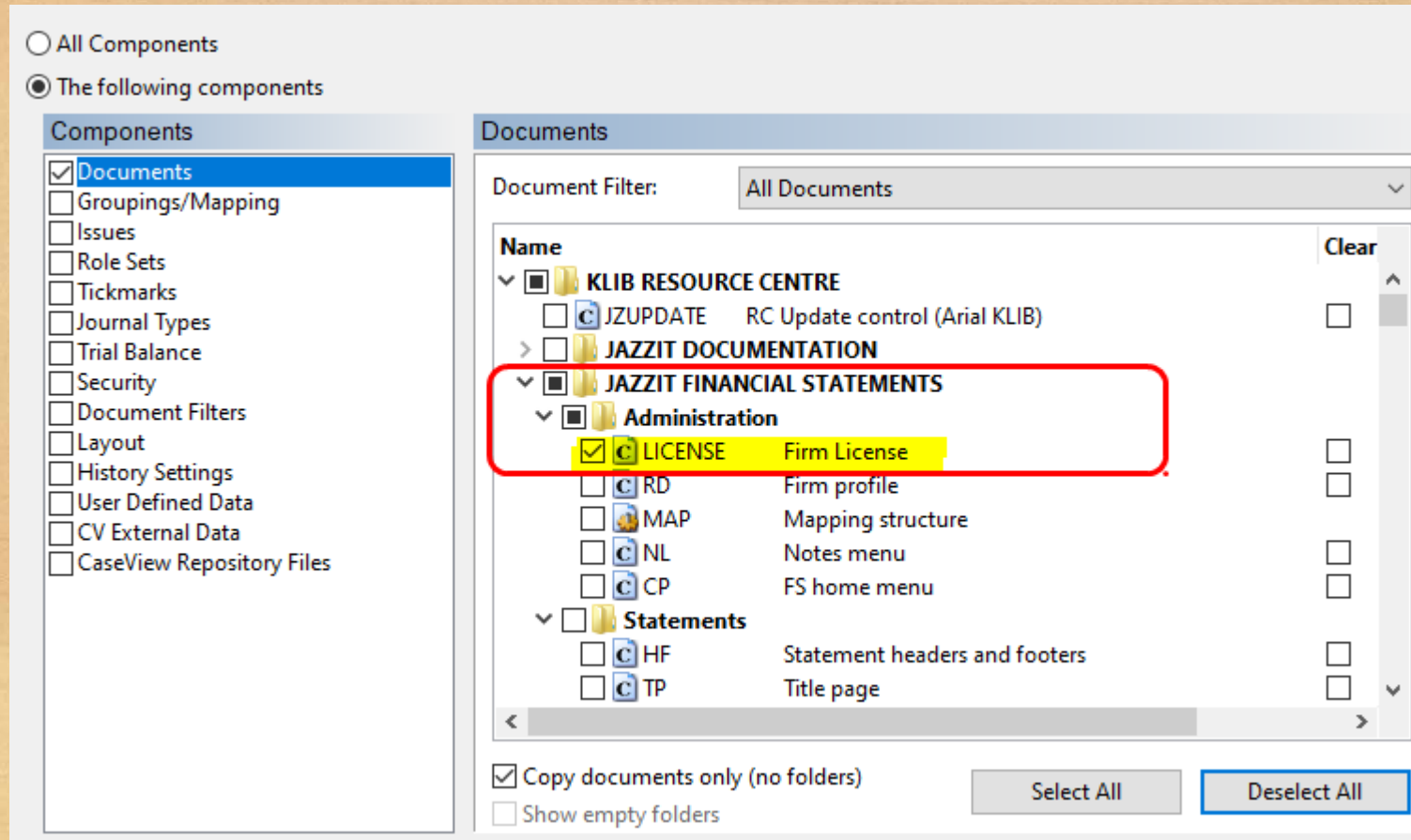
How?

- Using Copy Components copy the following modules from your Jazzit Fundamentals Resource Centre (KLIB) into your Jazzit Checklist Resource Centers (Review KLIB, Audit KLIB)
 - ✓ the License Module and
 - ✓ HG Letters Headers and Footers Module
- Jazzit Financial Statements must be included on the document manager for the client file
- JZPCKEY/JZPCKEYA for checklists must be included on document manager



Adding Your Signature to Checklists and Audit Letters

Use Copy Components to copy the license module and HG Letters Headers and Footers from Jazzit Fundamentals Resource Centre to Review and Audit Resource Centers



Adding Your Signature to Checklists and Audit Letters

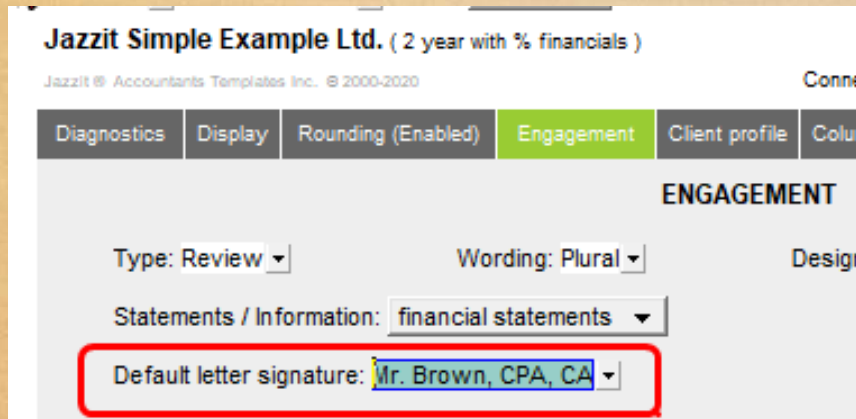
Name		Name	
Jazzit Checklists (PEG NTR/Review Dec 14, 2017 or later) Resource Centre		Jazzit Checklists (PEG Audit) Resource Centre	
LICENSE	Firm License	LICENSE	Firm License
HG	Letter headers, footers, and signatures	HG	Letter headers, footers, and signatures
DOC	Jazzit Programs and Checklists User Guide	DOC	Jazzit Programs and Checklists User Guide
JZCARVUP	PEG Review RC update control	JZCADTUP	PEG Audit RC update control
JZPCKEY	PEG Program and checklist document control	JZPCKEYA	Program and checklist document control

You should see the license module and HG module at the top of the Checklist Resource Centre document manager(s).



Adding Your Signature to Audit Letters

For letters in the audit checklist package, add the signatory name in the JZPCKEYA **exactly** as it is presented in the HOME MENU of the financial statements.



Jazzit Simple Example Ltd. (2 year with % financials)

Jazzit © Accountants Templates Inc. © 2000-2020

Diagnosics Display Rounding (Enabled) Engagement Client profile Columns

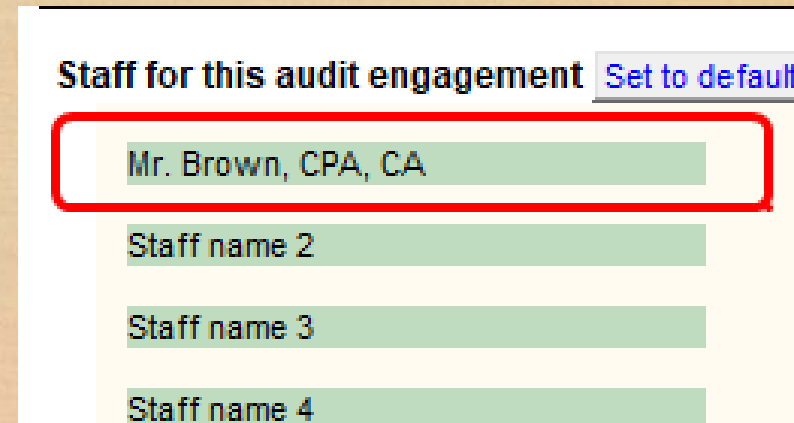
ENGAGEMENT

Type: Review Wording: Plural Design

Statements / Information: financial statements

Default letter signature: Mr. Brown, CPA, CA

HOME MENU



Staff for this audit engagement Set to default

Mr. Brown, CPA, CA

Staff name 2

Staff name 3

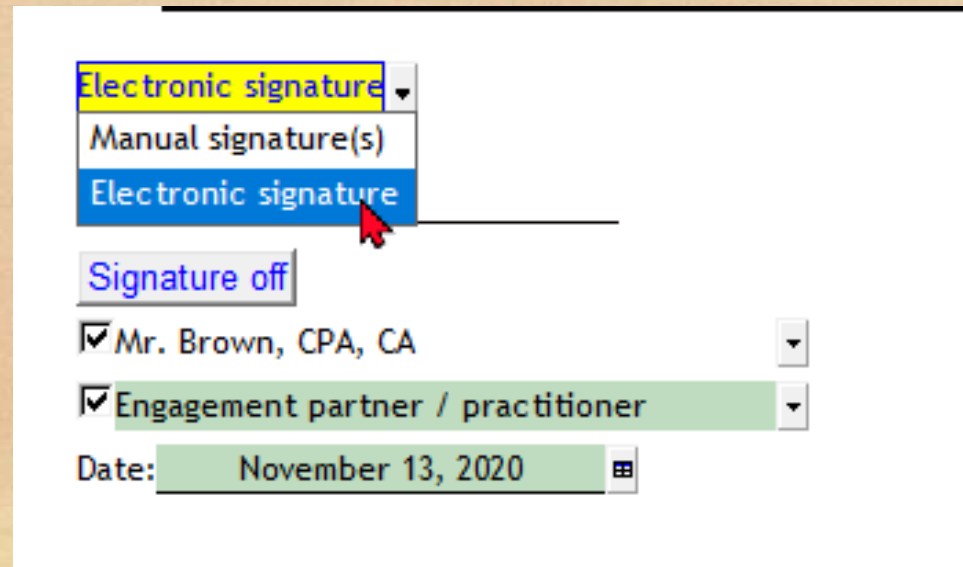
Staff name 4

JZPCKEY



Adding Your Signature to Checklists

- Scroll to the bottom of the checklist
- Select Electronic Signature from the drop down menu
- Select the name from the drop down menu

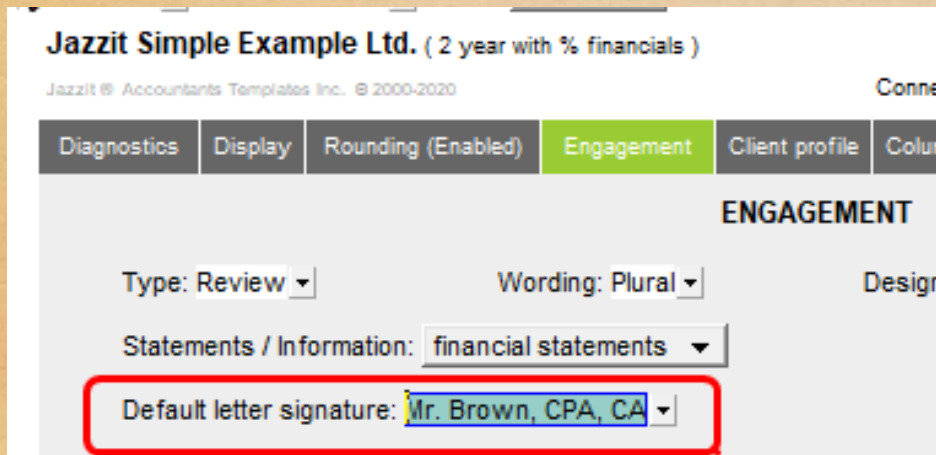


The screenshot shows a software interface for adding a signature. At the top, there is a dropdown menu with three options: "Electronic signature" (highlighted in yellow), "Manual signature(s)", and "Electronic signature" (highlighted in blue). A red mouse cursor is pointing at the blue "Electronic signature" option. Below the dropdown menu is a "Signature off" button. Underneath, there are two checked checkboxes: "Mr. Brown, CPA, CA" and "Engagement partner / practitioner". At the bottom, there is a "Date:" label followed by a text field containing "November 13, 2020" and a calendar icon.



Adding Your Signature to Checklists

- The default signature selected in the HOME MENU in the Jazzit Financial Statements also applies in the Jazzit Checklists.
- You can always choose a different signature in the checklist.



Jazzit Simple Example Ltd. (2 year with % financials)

Jazzit® Accountants Templates Inc. © 2000-2020

Diagnosis Display Rounding (Enabled) Engagement Client profile Columns

ENGAGEMENT

Type: Review Wording: Plural

Statements / Information: financial statements

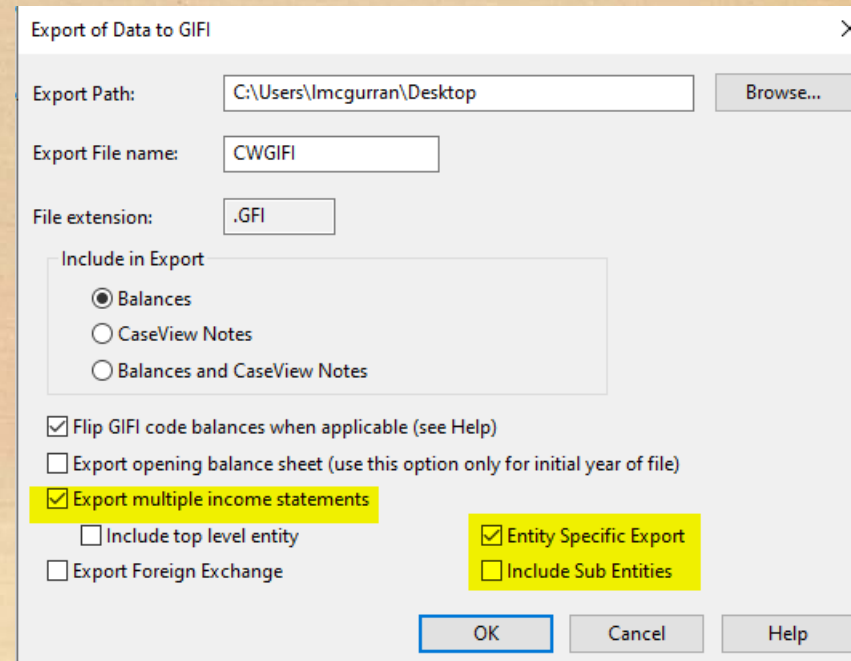
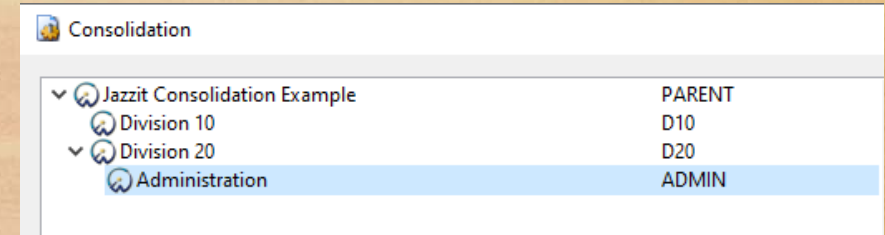
Default letter signature: Mr. Brown, CPA, CA

**The letters do not work the same way and instead the desired name must be selected.*



Consolidations: Get More Than 1 Division to Export to GIFI

- In our example, we have a parent and sub-entities.
- When you export GIFI, you have the option to choose sub-entities



Consolidations: Get More Than 1 Division to Export to GIFI

The GIFI export identifies different entities

10-8500 D10 Miscellaneous	418,224.02	0.00	418,224.02
20-8500 D20 Miscellaneous	<u>139,408.01</u>	<u>0.00</u>	<u>139,408.01</u>
8810 Office expenses	557,632.03	0.00	557,632.03
10-8400 ADMIN Management fees	0.00	0.00	0.00
20-8400 ADMIN Management fees	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
8871 Management and administrati	0.00	0.00	0.00
10-9800 D10 Wages	430,423.87	0.00	430,423.87
20-9800 D20 Wages	<u>143,474.62</u>	<u>0.00</u>	<u>143,474.62</u>
9060 Salaries and wages	573,898.49	0.00	573,898.49
10-9700 D10 Vehicle	1,908,279.37	0.00	1,908,279.37
20-9700 D20 Vehicle	<u>636,093.12</u>	<u>0.00</u>	<u>636,093.12</u>
9281 Vehicle expenses	2,544,372.49	0.00	2,544,372.49
9970 ADMIN Minority Interest	<u>729,758.00</u>	<u>0.00</u>	<u>729,758.00</u>
9985 Unusual items	729,758.00	0.00	729,758.00

```
"8000",16602456.00,1
"8000",5534152.00,2
"8239",3750000.00,1
"8239",1250000.00,2
"8241",184708.50,1
"8241",61569.50,2
"8300",15209609.99,1
"8300",5069870.00,2
"8320",4750000.00,1
"8320",1250000.00,2
"8500",-3750000.00,1
"8500",-1250000.00,2
"8670",563584.00,3
"8690",103297.50,1
"8690",34432.50,2
"8715",450.00,3
"8810",418224.02,1
"8810",139408.01,2
"9060",430423.87,1
"9060",143474.62,2
"9281",1908279.37,1
"9281",636093.12,2
"9985",729758.00,3
```






















Draft Leadsheet/Grouping Report by GIFI







Excerpt from GIFI export



Linking Multiple Marketable Securities Working Papers

- Link multiple working papers together when you need more than 50 securities for a single broker statement
- Additional working papers are in GENMST/FULMST
- Total of 10 available
- Use copy components to copy into your client file

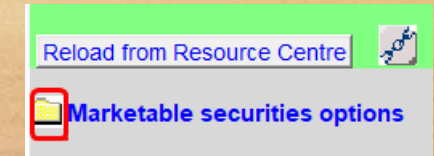
ADDITIONAL BALANCE SHEET TEMPLATES	
 A. 8	Bank confirmation 2
 A. 9	Bank confirmation 2 letter
 A.18	Bank reconciliation 2
 A.10	Bank confirmation 3
 A.11	Bank confirmation 3 letter
 A.19	Bank reconciliation 3
 A.12	Bank confirmation 4
 A.13	Bank confirmation 4 letter
 A.20	Bank reconciliation 4
 A.14	Bank confirmation 5
 A.15	Bank confirmation 5 letter
 A.21	Bank reconciliation 5
 B. 4	Marketable securities - broker acct 2
 B. 5	Marketable securities - broker acct 3
 B. 6	Marketable securities - broker acct 4
 B. 7	Marketable securities - broker acct 5
 B. 8	Marketable securities - broker acct 6
 B. 9	Marketable securities - broker acct 7
 B.10	Marketable securities - broker acct 8
 B.11	Marketable securities - broker acct 9
 B.12	Marketable securities - broker acct 10

Name		CaseView Identifier
▼  ASSETS		
 A. 6	Bank confirmation 1	BC
 A. 7	Bank confirmation 1 letter	BL
 A.16	Bank confirmation letter for client	BB
 B. 3	Marketable securities - Fudd's Financial Services	MS
 B. 4	Marketable securities - broker acct 2	MT



Linking Multiple Marketable Securities Working Papers

- Open the folder at the top of the first working paper
- Select the working papers you want to combine
- Only set these options in one working paper – circular error result if you select same options on second working paper



Multiple marketable security working papers and diagnostics

Do you want to include amounts from other marketable security working papers on this working paper? **Yes** ▾

(Leave on **NO** if amounts from this working paper are being included on another Marketable security working paper)

Select which other Jazzit marketable security working paper balances are to be included in marketable securities summary

Select	Doc ID	Ref	Description
<input type="checkbox"/>	MS	B. 3	This working paper
<input checked="" type="checkbox"/>	MT	B. 4	Marketable securities - broker acct 2
<input type="checkbox"/>	MU		
<input type="checkbox"/>	MV		
<input type="checkbox"/>	MW		
<input type="checkbox"/>	JZMS		
<input type="checkbox"/>	JZMT		
<input type="checkbox"/>	JZMU		
<input type="checkbox"/>	JZMV		
<input type="checkbox"/>	JZMW		

Do you wish to combine balances in broker reconciliation section? **Yes** ▾

Note: if amounts do not transfer properly to this working paper, 2x click on the Ref to open the related document.



Linking Multiple Marketable Securities Working Papers

- Transactions on WP 2 included in Broker Reconciliation on WP1
- Details of transactions remain on each working paper
- Summary areas that do not include both working papers identified with “this working paper only”.

☒ **FUDDS - Broker on WP 1**

Reconcile to ending cash position on broker statement

Opening cash balance	\$ 2,000.00		
Purchases of units/shares during the year *	(1,500.00)		
Net proceeds from sale of units/shares during the year *	3,250.00		
INT - Interest income *	300.00		
Interest income	-	+	
Interest paid	-	-	
Transfers	1,000.00	+	
	-		
	-		
	-		

☒ **Summary of disposals during the year** (this working paper only)

Column selection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Name of security	#units/shares	Proceeds
Wyle's Acme Company	2,000.00	1,500.00
Tweetie's Bird Seed Co.	900.00	1,750.00
Totals	2,900.00	3,250.00



Linking Multiple Marketable Securities Working Papers

On the marketable securities note, all securities can be listed individually from all working papers.

- Select the working paper
- Select the security



<input checked="" type="checkbox"/> 5. MARKETABLE SECURITIES						Set WP IDs	Securities detail ▼	FMV	
								2018	2017

Two Signature Lines Side-by-Side vs Stacked on Balance Sheet

Choose between two options for signatures, automatic and manual.

There are no additional options available for automatic

Stacked is the default format

Balance Sheet
September 30, 2018 ▾
1-2 year classified b/s ▾
Statement Headings Rounding  
Statement title: Balance Sheet ▾
Entity: ▾
Reminder to link to generic note number: On
☐ Show balance sheet on two pages
Signature lines (manual): 2 ▾ **Stacked over one another** Spacing adjustments ▾
Signature heading: ON BEHALF OF THE BOARD ▾

ON BEHALF OF THE BOARD

STACKED

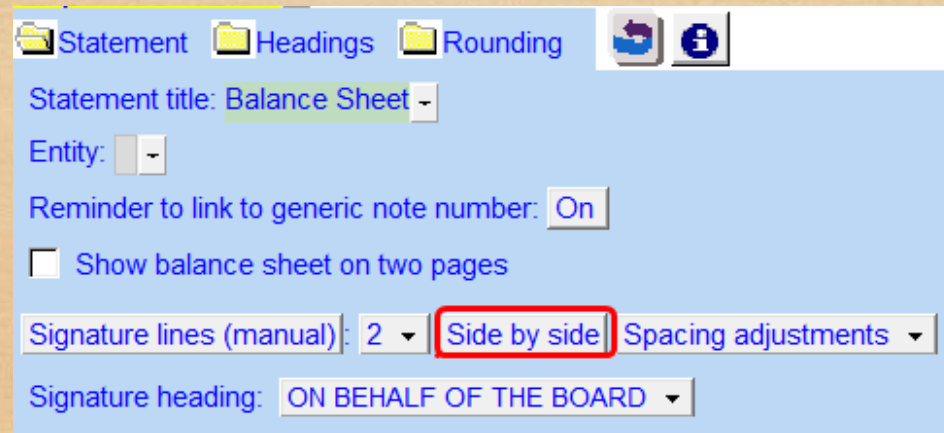
Director

Director



Two Signature Lines Side-by-Side vs Stacked on Balance Sheet

- Applies to both default and 9 column balance sheets
- Click on **‘Statement’** folder at the top of the balance sheet
- Select **manual**, **2** lines, and **Side-by-side**



Statement Headings Rounding

Statement title: Balance Sheet

Entity:

Reminder to link to generic note number: On

☐ Show balance sheet on two pages

Signature lines (manual): 2 Side by side Spacing adjustments

Signature heading: ON BEHALF OF THE BOARD

ON BEHALF OF THE BOARD

SIDE-BY-SIDE

Director

Director



What year did Jazzit offer its first template package?

- 1988
- 1997
- 2000
- 2005





- 9 Column Balance Sheet/Income Statement support for interim NFP and partnerships
- Added ability to copy and paste date fields with new format in working papers
- External schedules

9 Column Interim BS/IS:

New Support for NFP and Partnerships

- New option for the classified and unclassified nine column balance sheet to select which Partners' Capitals/Net Assets balance to link to (opening, closing, manual entry).

ENTER DESCRIPTION {N#} Skip

PARTNERS' CAPITAL

Share capital (Note 14) No share details

Contributed surplus {N#}

Accumulated comprehensive income {N#}

Partners' capital {N#}

373	-	373	271+272
-	-	-	273.3540
-	-	-	281.0001
2,020.00	-	2,020.062	Stmnt of partners' capi
2,020.4	-	2,020.435	
\$ 10,569.38		\$ 10,575.771	

Opening balance

Closing balance

Manual entry

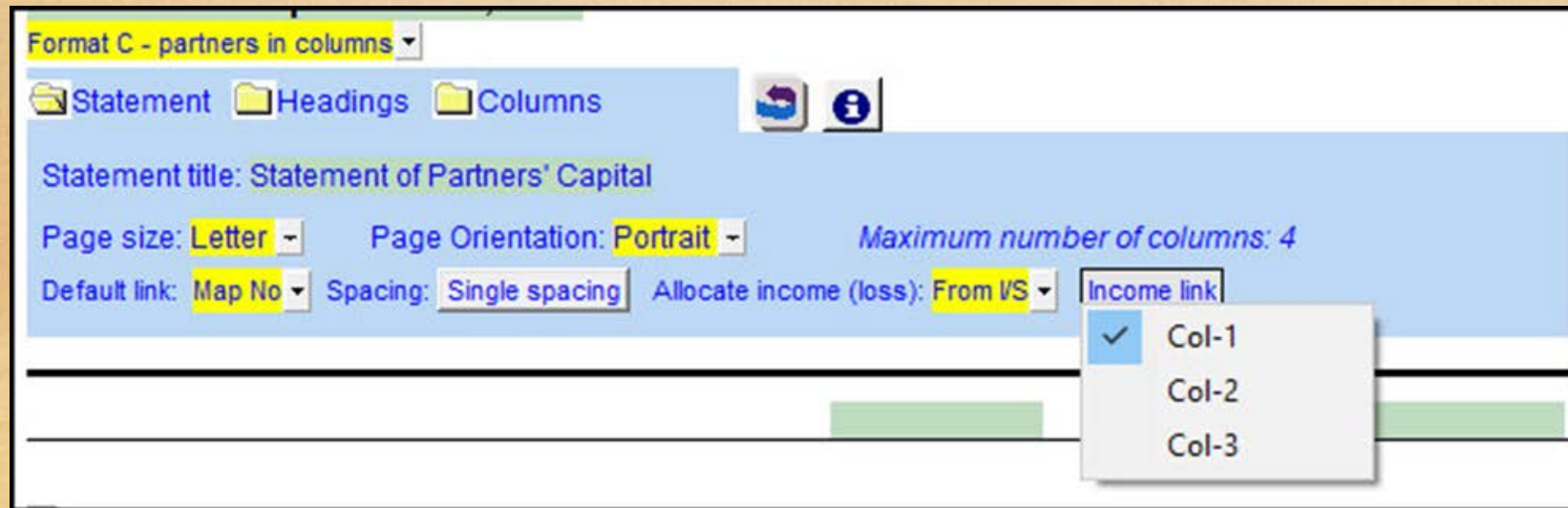
Row >



9 Column Interim BS/IS:

New Support for NFP and Partnerships

- All formats of the 9 column Statement of Partners' Capital/Net Assets now have an "Income link" button which allows selection of a specific column from which to draw net income.
- This button is in the "Statement" options folder or at the top.



BALANCE SHEET

June 30 2020 June 30 2019 December 31 2019

ENTER DESCRIPTION (N#) Skip

☐ Show heading if single equity item

Partners' capital (N#)

PARTNERS' CAPITAL - (N#)

Opening balance	2,997,780	2,095,981	2,204,847
Closing balance	2,997,780	2,095,981	2,204,847
Manual entry	3,207,703	\$ 2,728,229	\$ 2,982,077

Stmt of partners' cap

INCOME STATEMENT

OTHER INCOME (N#)

NET INCOME -

June 30 2020	June 30 2019	December 31 2019
216,062		
\$ 2,016,297	\$ 1,713,272	\$ 2,815,000

EBITA - (N#)

\$ 2,074,417	\$ 1,770,086	\$ 2,936,256
--------------	--------------	--------------

Page Break: Next Page

PARTNER'S CAPITAL

Statement of Partners' Capital

Year Ended June 30, 2020

Format A - current and prior year

Page break enabled

Single spacing Detailed Net Income link

Col-1
Col-2
Col-3

Column selection:

Equity %	Income	Contributions	Withdrawals	2020 Balance
----------	--------	---------------	-------------	--------------

Partner (N#)	8.00	\$ 39,977	\$ 161,302	\$ -	\$ (58,864)	\$ 142,415	01
Partner (N#)	10.00	493,703	201,630	-	(230,454)	464,879	02
Partner (N#)	6.00	487,377	120,978	-	(232,782)	375,573	05
Partner (N#)	18.00	192,192	362,933	-	(100,058)	455,067	06
Partner (N#)	13.00	195,993	262,119	-	(98,194)	359,918	07
Partner (N#)	10.00	184,681	201,630	-	(100,894)	285,417	08
Partner (N#)	9.00	100,142	181,467	-	(100,983)	180,626	09
Partner (N#)	9.00	136,402	181,467	-	(100,514)	217,355	10
Partner (N#)	5.00	121,666	100,815	-	(100,349)	122,132	11
Partner (N#)	12.00	252,714	241,956	-	(100,272)	394,398	12
Partner (N#)	-	-	-	-	-	-	04
Partner (N#)	-	-	-	-	-	-	03
Partners' total	100.00	\$ 2,204,847	\$ 2,016,297	\$ -	\$ (1,223,364)	\$ 2,997,780	

Support for Interim NFP and Partnerships

- Balances from partner's capital transfer to balance sheet
- Use right mouse menu to choose opening/closing/or manual entry
- Net income on income statement should equal net income on partner's capital – choose column for net income



Copy and Paste Date Fields in Working Papers

- A previous update revised the date fields in working papers to be less confusing by presenting with month specified in with letters as opposed to numbers. In doing so, it was not possible to copy and paste a date from one date cell to another.
- In our next release at the end of November, this has been addressed and you will be able to copy and paste from one date field to another.

LOAN DETAILS:					
Lender	Interest Rate	Payment	Start Date	Maturity Date	Current Collateral
TD Canada Trust	9.000	3,567.83	Oct 15 06	Oct 15 23	general security agreement covering assets of the corporation
CIBC	9.000	5,000.00	Oct 01		
	-	-			
	-	-			

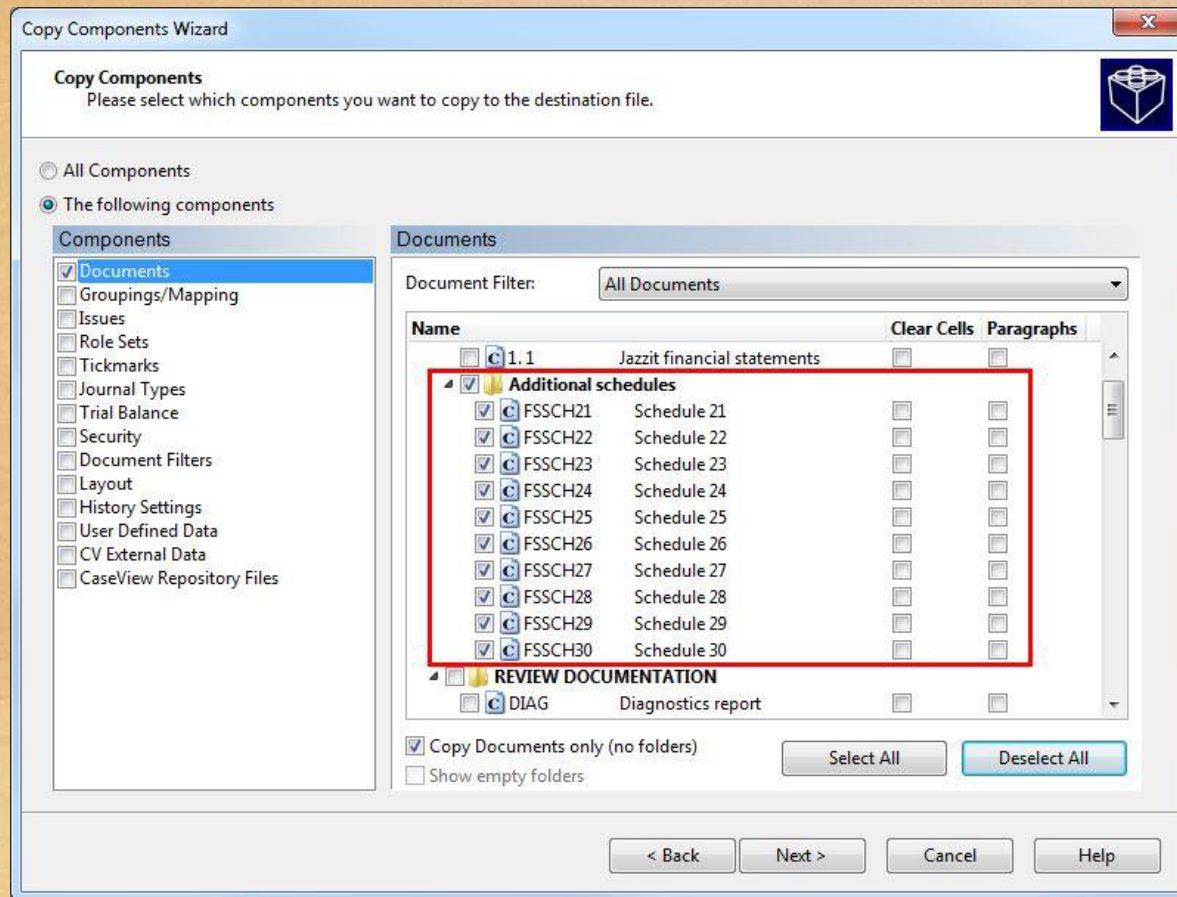
Copy this date

Paste this date - October 1, 2017



Add External Schedules to Financial Statements

- Use Copy Components to copy the external schedules from GENMST into your client file.

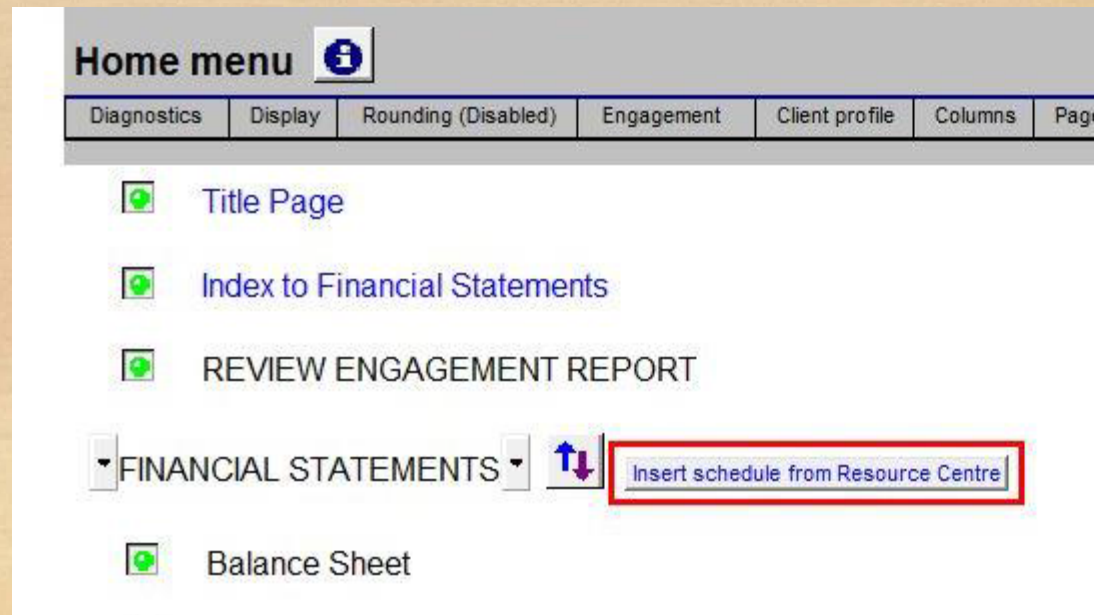


Make sure you “deselect all documents first to avoid overwriting documents in your client file.



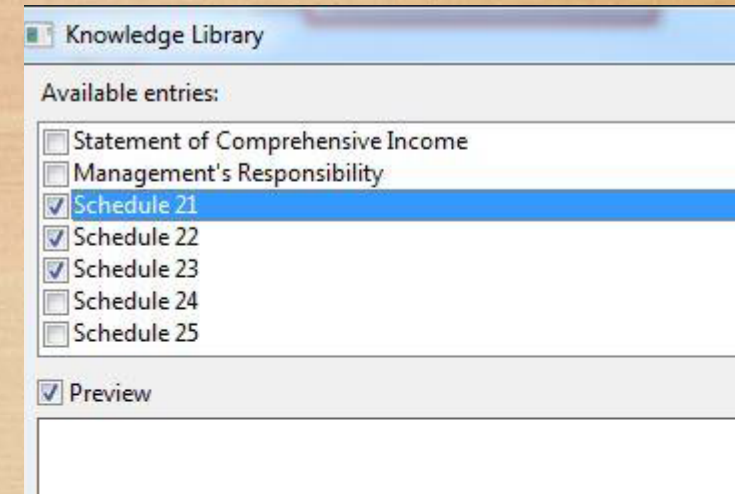
Add External Schedules to Financial Statements

- The schedules will be added to the top of the Document Manager
- Drag and drop them into the desired location, such as under the financial statements
- On the Statement Menu (Index) choose **“Insert Schedule”**



Add External Schedules to Financial Statements

- Schedules 21 – 30 will be available for selection, choose the number of additional schedules you want to add and click “**Ok**”.
- The schedules are added to the bottom of the Statement Menu.
- Double-click on the schedule description to jump to the schedule.



Add External Schedules to Financial Statements

- The schedule opens as a separate document from the Jazzit financial statements and appears on its own on the document manager.

The screenshot displays the Jazzit software interface. On the left, a tree view under 'FINANCIAL STATEMENTS' lists various documents. 'Jazzit financial statements' (1.1) is selected. Below it, 'Additional schedules' are listed, with 'FSSCH21 - Schedule 21' highlighted by a red box. A red arrow points from this box to the 'Open document' button in the main window. The main window shows the 'Schedule 21' document, which is a draft income statement by map number. It includes a toolbar with buttons like 'File', 'Home', 'View', 'Document', and 'Tools'. Below the toolbar, there are buttons for 'Open document', 'FS', 'Update Headers / Footers', 'Sign off', 'Clear flags', 'Trial Balance', and 'Save & Exit'. The document content shows 'Schedule Twenty-One' for the year ended September 30, 2013, with a status of 'Unaudited'. A 'Select schedule format' dropdown is visible. At the bottom, a document manager shows two open documents: '1.1 - Jazzit financial statements *' and 'FSSCH21 - Schedule 21 *', both highlighted by a red box.



Add External Schedules to Financial Statements

- Scrolling in the financial statements, external schedules appear as a link



- You can double-click on the icon to open the schedule.
- Click on the delete icon (as indicate by the red arrow) to delete the schedule link from the Jazzit financial statements.
- The schedule remain on the document manager but links to the Jazzit financial statements will be removed.
- Amounts on the schedule will still be populated.



Let's take a look at questions
you have asked today



What would you like us to cover in future
Jazzit with Java sessions?

Send us your ideas: java@jazzit.com



Pass Along the Buzz

Thank you for sharing your time with us today. We will be posting this presentation online within the next week.

Please feel free to share it with your team.



Questions, comments, or feedback: Email: java@jazzit.com
Website: www.jazzit.com