

# What's New webinar – December 6, 2018

*Presented by: **Mack Ruciak***



*Hosted by: **Michael Chew***



*Accountants Templates Inc. (jazzit)*



# Today's Webinar

## ➤ FUNDAMENTALS

- New features and functionality introduced into the package during the **September** and **November** releases
- **Important notice about the Jazzit packages and CaseWare 2018**
- **Tips and tricks**
- **Q&A session**
- **Idea for future webinars**



# Engagement Report

- Updated for the new audit report (post-auditor reporting) which is mandatory for year-ends **on or after December 15, 2018**
- In the report options you can select either pre or post-auditor reporting. This option will automatically switch to post-auditor reporting as default if the client has a year-end **on or after December 15, 2018**. Early adoption is permitted

Report

Additional spacing above report: Default spacing - 0.40 inches

Body font size: 10 points

Section headings: Italics

Lines above / below report heading: Yes

Report heading position: Centre

Report heading capitalization: Uppercase

Statement headings: [Color Selection]

Header for subsequent report page (if applicable): Header 9

Post-Auditor Reporting | ASPE / IFRS | Ongoing

Pre-Auditor Reporting

Post-Auditor Reporting

Prior year prepared by: Our firm

Standards for private enterprises

Emphasis of Matter  Other Matter  Key Audit Matters  Other Information



# Audit Engagement Report



Sample audit reports  
are better organized

To the **Shareholders** of **Jazzit Simple Example Ltd.**

**Unmodified - Default**  
Unmodified  
Modified  
Qualified opinion  
Adverse opinion  
Disclaimer of opinion

the balance sheet as at D  
flows for the year then en  
accounting policies.

In our opinion, the accompanying financial statements pre  
position of the Company as at December 31, 2018, and th  
the year then ended in accordance with Canadian accountin

**Basis for Opinion**

We conducted our audit in accordance with Canadian  
responsibilities under those standards are further describe  
of the *Financial Statements* section of our report. We are i  
the ethical requirements that are relevant to our audit of t  
fulfilled our other ethical responsibilities in accordance wit  
evidence we have obtained is sufficient and appropriate to pr

**Responsibilities of Management and Those Charged with G**

Management is responsible for the preparation and fai  
accordance with Canadian accounting standards for private  
management determines is necessary to enable the prep  
material misstatement, whether due to fraud or error.

- Qualified opinion (custom)
- Callable debt not reclassified
- Departure from GAAP Scope limitation (custom)
- Disagreement on carrying value of long term investments
- Failure to disclose an unasserted claim (or contingent liability)
- Inadequate disclosure of matters affecting going concern
- Instructed by management not to confirm certain receivable balances
- NPO - failure to record contributed capital assets at fair value
- NPO - unable to verify revenue from fundraising
- NPO - unable to verify completeness of contributions**
- No amortization recorded
- No depletion of certain property costs / oil and gas reserves
- No provision for a lawsuit judgment
- Scope limitations (custom)
- Unable to observe the inventory count at the beginning of the year
- Unable to verify accounts receivable



# Subtotal from last subheading

Subtotal from last subheading functionality added

	2018	2018	2018	2017	
Rounding	1	-		-	Link No.
<b>Calgary office</b>					
Bank charges {N#}	\$ 451	\$ 450	\$ 901	\$ 1,002	525.8715
Salaries and wages {N#}	510,009	510,009	1,020,018	5,487,406	537.9060
<b>Administration expense {N#}</b>					<b>SUBHEADING</b>
Amortization of IA {N#}	6,710	6,710	13,420	-	513.8570
Amortization {N#}	562,773	562,773	1,125,546	950,150	521.8670
{N#}	569,483	569,483	1,138,966	950,150	Subhead-subtotal
{N#}	-	-	-	-	Map No
{N#}	-	-	-	-	Map No
<b>Calgary office total {N#}</b>	<b>\$ 1,079,943</b>	<b>\$ 1,079,942</b>	<b>\$ 2,159,885</b>	<b>\$ 6,438,558</b>	



# Jazzit print package

Print a pack of any Jazzit letters  
in your client file in any order

**Jazzit print package**

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**Notes for the preparer**

- Select the documents to be included in the print package.
- Depending on the number of documents selected and the speed of your computer it may take several moments to assemble the package when either printing or previewing the documents.
- Only Jazzit documents found in this engagement will be listed here.
- Right click on any document to sort the order.

Include	Index	Document	Identifier
<b>FINANCIAL STATEMENTS</b>			
<input checked="" type="checkbox"/>	1. 1	Jazzit financial statements	FS
<b>LETTERS</b>			
<input checked="" type="checkbox"/>	INVOICE	Client invoice	I1
<input checked="" type="checkbox"/>	CL	Client enclosure letter	CL
<input checked="" type="checkbox"/>	JZL1	Letter to the lawyer	JZL1
<input checked="" type="checkbox"/>	T2	CRA enclosure letter	T2
<input type="checkbox"/>	P1	Provincial tax enclosure letter	P1
<input checked="" type="checkbox"/>	ML	Management letter	ML
<input type="checkbox"/>	JZMBREV	Minute book review	JZMBREV
<input type="checkbox"/>	JZBKL	Bookkeeping letter	JZBKL
<input type="checkbox"/>	JZPA	Letter to predecessor accountant / auditor	JZPA
<input type="checkbox"/>	JZIL	Independence letter	JZIL
<input type="checkbox"/>	JZAOI	Acknowledgement of independence letter	JZAOI
<input type="checkbox"/>	4A	Engagement letter (Archive for Pre CSRE 2400)	EL
<input checked="" type="checkbox"/>	4B	Engagement letter	JZEL
<input checked="" type="checkbox"/>	4G	Year-end checklist letter	YC
<input type="checkbox"/>	5A	Management representations letter (Archive for Pre CSRE 2400)	RL
<input checked="" type="checkbox"/>	5B	Management representations letter	JZRL
<input type="checkbox"/>	WV	Waiver of audit resolution	WV
<b>CONFIRMATIONS</b>			



# Other additions

## GENERIC TWO COLUMN NOTES (KO)

- **R1, R4, R6** – Expanded to 12 sections

## STATEMENTS, NOTES AND SCHEDULES

- Include prior year-end in heading

Balance Sheet ▾

As at September 30, 2018 and September 30, 2017

1-2 year classified b/s ▾

Statement Headings Rounding

Current year

Current and Prior year



# Important notice about CaseWare 2018

- Effective **December 1st** all updates and any new templates will be available in CaseWare 2018 format only
- We will continue to provide support for CaseWare 2017 **however** if the resolution requires a template update it will only be available in CaseWare 2018
- **Please be aware that CaseWare 2018 is only available as a 64-bit version**
- To check the type of processor and operating system installed:
  - Click **Start** (or **Start menu**).
  - Type "Computer"
  - Right-click on **Computer** (or **This PC**) and select **Properties**
  - Under **System** information, check the System type

System	
Processor:	Intel(R) Core(TM) i7-8700 CPU @ 3.20GHz 3.19 GHz
Installed memory (RAM):	16.0 GB (15.8 GB usable)
System type:	64-bit Operating System, x64-based processor
Pen and Touch:	No Pen or Touch Input is available for this Display





# Tips and tricks

## I can't insert lines into my financial statements

- Be sure the Printing Lines has not been turned on at the top of the Home Menu


## I'm preparing a Not for Profit file and I need columns for all the funds

- Jazzit best practice is to use the 9 column financial statements with entities

## How can I link my generic two column note to my Balance Sheet?

- Insert a **linked line** into the Balance Sheet
- Double click on the blank mapping number dropdown for the inserted line
- Select the note to link to the line

## How can I get notes from another file?

- Firstly, ensure that both notes have the same identifier
- Right click on the note control () for the note you wish to replace and select 'Get this note from another file'
- Navigate to the file where the desired note is located
- Complete the comparison between the current note and the note from the other file
- If prompted to retain input cells, select **No**



# Tips and tricks

## Which measurement selection should I be using for Jazzit?

- Jazzit products are to be used with the imperial measurement system (**inches**)
- If you have selected metric, this can be adjusted in **Design mode** under Tools > Options > Measurements

## Why is “Unaudited” not appearing at the top of my Review financial statements?

- In the CSRE 2400 standard for review engagements, CPA Canada recommends “Unaudited” not appear in the financial statement heading. The reason given to us is that the financial statements are prepared by management and not the accounting firm.

## What is the difference between the EL and JZEL templates?

- Both are engagement letters however the EL is now an archived version for engagements pre-CSRE 2400. The JZEL is the latest engagement letter with Audit and Review updates.



# Q&A session

PLEASE FEEL FREE TO ASK ANY QUESTIONS RELATED TO THE FEATURES SHOWN IN TODAY'S WEBINAR, OR ABOUT ANY OF THE JAZZIT PACKAGES!

DO YOU HAVE IDEAS FOR A FUTURE WEBINAR WE SHOULD HOST? PLEASE LET US KNOW! [WEBINAR@JAZZIT.COM](mailto:WEBINAR@JAZZIT.COM)

## Ways to contact us:

### SUPPORT

Call us: 1-866-584-2537

Email us: [support@jazzit.com](mailto:support@jazzit.com)

Support site: [www.jazzitsupport.com](http://www.jazzitsupport.com)

### SALES

Call us: 1-877-420-5930

Account queries and orders: [orders@jazzit.com](mailto:orders@jazzit.com)

The screenshot displays the Jazzit software interface. At the top, there are navigation buttons: 'Select page', 'Open document', 'Show all lines', 'Clear flags', and 'Save & Exit'. Below these, the document title is 'Jazzit Simple Example Ltd. ( 9 column financials )' and the year end is 'December 31, 2018'. A 'Jazzit' dropdown menu is open, showing options: 'Phone support', 'Email support', 'Jazzit Fundamentals help guide', 'Support website', 'Online community', 'Youtube', 'User resources', 'What's new with Jazzit', 'GoToAssist Remote Assistance', and 'Request a feature / Report an issue'. The main content area shows an 'INDEPENDENT AUDITOR'S REPORT' for 'Shareholders of Jazzit Simple Example Ltd.' with an 'Opinion' section.

# Thank you for attending this Webinar



Questions, comments or feedback:  
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