

## How do I show foreign exchange in the financial statements?

### 2 year with % format

To apply foreign exchange rates to balances linked to CaseWare:

- 1) Open your Jazzit Financial Statements and click on on the **Columns** tab in the Home Menu.
- 2) Under **Foreign exchange**, set **Apply CaseWare foreign exchange rates** to 'Yes'.

Diagnostics	Display	Rounding (Enabled)	Engagement	Client profile	Columns	Page options	Short year	Signature lines	Admin
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**COLUMNS AND FOREIGN EXCHANGE** (i) ✕

**1-2 year statements and schedules with percent column**

Select columns: Both years no % column -      Column width: \$10M+ -      Current period bolded

**Foreign exchange**

Apply CaseWare foreign exchange rates: No ▾  
No  
Yes

Break: Next Page

- 3) You can choose to include or exclude the currency reference in the page headings. The default description is "in US funds". Enter your own wording in the blue input cell.

Diagnostics	Display	Rounding (Enabled)	Engagement	Client profile	Columns	Page options	Short year	Signature lines	Admin
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**COLUMNS AND FOREIGN EXCHANGE** (i) ✕

**1-2 year statements and schedules with percent column**

Select columns: Both years no % column -      Column width: \$10M+ -      Current period bolded

**Foreign exchange**

Apply CaseWare foreign exchange rates: Yes ▾

Include reference to foreign currency in page headings: Yes ▾

Wording for foreign exchange heading: (in US Funds)



*Note that any manual balances or balances being transferred from working papers to the notes will not be affected by this change. You may need to select notes directly linked to the CaseWare trial balance if the related working paper is prepared in Canadian dollars.*

## 9 columns format

- 1) Open your Jazzit Financial Statements and click on on the **Columns** tab in the Home Menu.
- 2) Check off the forex checkbox. You can choose to include or exclude the currency reference in the page headings. The default description is "in US funds". Enter your own wording in the blue input cell.


Diagnostics	Display	Rounding (Disabled)	Engagement	Client profile	Columns	Page options	Short year	Signature lines	Admin
<b>COLUMNS AND FOREIGN EXCHANGE</b>									<input type="button" value="i"/> <input type="button" value="x"/>
Totals	Current & Prior	Budget	+/-	Forex <input checked="" type="checkbox"/>	2yr: notes/schedules	Both years no % column	Width: \$10M+		
Include reference to foreign currency in page headings: Yes									Wording for foreign exchange heading: <span style="border: 1px solid blue; padding: 2px;">(in US Funds)</span>

## Troubleshooting

If the Foreign exchange drop-down is not in your home menu you can either:

- Update the **Home menu** to the latest version from our website. Please read <https://www.jazzitsupport.com/Downloads/DownloadSupport/42> for more information on updating the Jazzit templates

OR

- Go to the **Notes Menu** and click on the small folder (  ).
- Click on **View > Enable Editing**
- In the **Linkage and period options area** leave the JZLINK cell set to MAP NO. But for the cells COLP1, COLP2 and COLP3, click on the dropdown and set all three to the AY:FX, PY:FX and PY2:FX position.

**Linkage and period options**

JZLINK  
 Primary link: Map No - 
 COLP1  
 Current: AY:FX - 
 COLP2  
 Prior: PY:FX - 
 COLP3  
 Prior2: PY2:FX -