

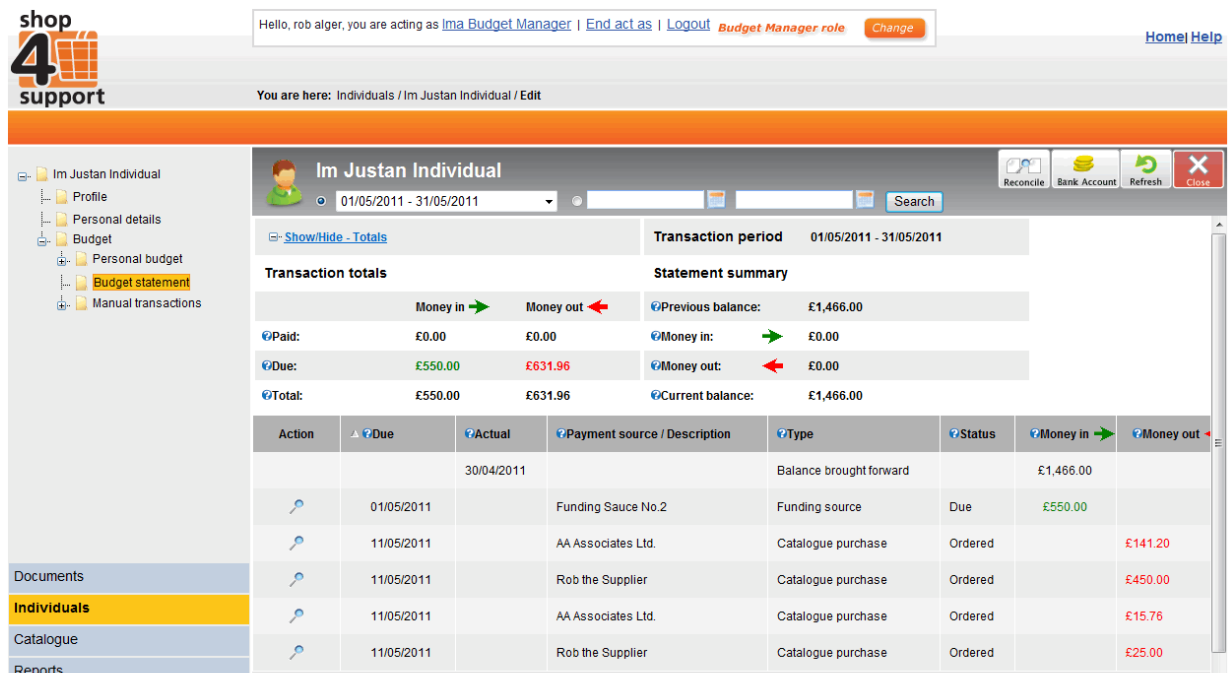


## 18 An overview of the budget statement

The budget statement, as shown below, displays a summary of money in and money out transactions for an individual, for selected statement periods.

A statement period can be selected either by choosing a specific statement period from the drop down menu or by choosing a range of dates using the calendar.

The Reconcile  and Bank Account  areas can also be accessed from this area by clicking on the appropriate action icon.



The screenshot shows the 'Budget Statement' screen for 'Im Justan Individual'. The interface includes a navigation menu on the left with options like Profile, Personal details, Budget, Personal budget, Budget statement (highlighted), and Manual transactions. The main content area displays a summary of transactions for the period 01/05/2011 - 31/05/2011. It features a 'Transaction totals' table and a 'Statement summary' table. The 'Transaction totals' table shows Money in (£550.00) and Money out (£631.96). The 'Statement summary' table shows Previous balance (£1,466.00), Money in (£0.00), Money out (£0.00), and Current balance (£1,466.00). Below these tables is a detailed transaction list with columns for Action, Due, Actual, Payment source / Description, Type, Status, Money in, and Money out.

Action	Due	Actual	Payment source / Description	Type	Status	Money in	Money out
		30/04/2011		Balance brought forward		£1,466.00	
	01/05/2011		Funding Sauce No.2	Funding source	Due	£550.00	
	11/05/2011		AA Associates Ltd.	Catalogue purchase	Ordered		£141.20
	11/05/2011		Rob the Supplier	Catalogue purchase	Ordered		£450.00
	11/05/2011		AA Associates Ltd.	Catalogue purchase	Ordered		£15.76
	11/05/2011		Rob the Supplier	Catalogue purchase	Ordered		£25.00

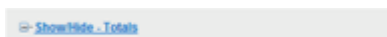
Fig. 1 Budget Statement

**Other areas within the budget statement screen:**

**The Transaction Totals area** displays a summary of transactions for a chosen date range.

Similarly, the **Statement Summary area** displays a summary of account activity for the same period.

Should a user wish, the Totals area can be hidden by selecting the 'Show/Hide – Totals' control.



The **Transactions list** shown below is a table of transactions that fall within the chosen dates selected using the filters:

- Money in values of transactions which are not yet reconciled are shown in green.
- Money out values of transactions which are not yet reconciled are shown in red.
- All reconciled transactions are marked with a tick icon in the status column.

Transaction	Due/Actual date	Payment source/Destination	Type	Status before/after reconciliation	Is money in?	Is money out?
<b>PURCHASE ORDER– Pending confirmation</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Ordered/-	N	Y Gross value of the order
<b>PURCHASE ORDER– Pending delivery</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Ordered/-	N	Y Gross value of the order
<b>PURCHASE ORDER– On hold</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Ordered/-	N	Y Gross value of the order
<b>PURCHASE ORDER– Part delivered</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Ordered/-	N	Y Gross value of the order
<b>PURCHASE ORDER– In progress</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Ordered/-	N	Y Gross value of the order
<b>Invoice – Unpaid</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Due/-	N	Y Gross value of the order
<b>Invoice – Pending submission</b>	PURCHASE ORDERSubmit date/-	Supplier name	Catalogue purchase	Due/-	N	Y Gross value of the order
<b>CREDIT NOTE – Approved for payment</b>	CREDIT NOTE Submit date/-	Supplier name	Catalogue purchase	Due/-	Y Gross value of the order	N
<b>Payment – Pending confirmation</b>	Payment Submit date/Actual date populated for PY within Reconciliation process	Supplier name	Catalogue purchase	Paid/Paid	N	Y Gross value of the order Note: can be negative amount
<b>Funding payment (FPY)</b>	FPY date/ Actual date populated for FPY within Reconciliation process	Funding source name	Funding source	Due/Received	Y FPY amount	N
<b>Manual transaction (Adjustment type)</b>	MT date/ Actual date populated for MT within Reconciliation process	MANUAL TRANSACTION Description	Manual transaction	Corrected/Corrected	Y* MANUAL TRANSACTION amount	Y* MANUAL TRANSACTION amount
<b>Manual transaction (Manual transaction type)</b>	MT date/ Actual date populated for MT within Reconciliation process	MANUAL TRANSACTION Description	Manual transaction	Paid/Paid	N	Y MANUAL TRANSACTION amount
<b>Manual transaction (Returned funding type)</b>	MT date/ Actual date populated for MANUAL TRANSACTION within Reconciliation process	MANUAL TRANSACTION Description	Returned funding	Returned/Returned	N	Y MANUAL TRANSACTION amount
<b>Manual</b>	MT date/ Actual	MANUAL	Refund	Refunded/Refunded	Y	N

---

<b>transaction (Manual refund type)</b>	date populated for MT within Reconciliation process	TRANSACTION Description			MANUAL TRANSACTION amount	
---	--	----------------------------	--	--	---------------------------------	--

*\*Such transactions can be either Money in or Money out, depending on the setting selected by user when the transaction has been created*