




<div data-bbox="124 309 161 360"></div> <div data-bbox="202 304 603 398"><p>Dynamic Budgets User Guide for Tab Functionality-Split Screens</p></div> <div data-bbox="655 275 699 324"><p>1</p></div>	<div data-bbox="751 309 1514 815"><div data-bbox="1011 329 1514 432"> <b>DYNAMIC</b><sup>™</sup> BUDGETS </div><div data-bbox="775 490 1514 784"><p><b>User Guide</b> <b>for</b> <b>Tab Functionality-Sp</b></p></div></div>
<div data-bbox="124 902 161 954"></div> <div data-bbox="202 896 619 958"><p>Tabs Functionality-Split Screen Prerequisite Steps.</p></div> <div data-bbox="202 992 624 1249"><p>Make sure this functionality is enabled. See slide 5 for verification of access. If the functionality is not enabled, see your company administrator or Dynamic Budgets for support assistance.</p></div> <div data-bbox="655 864 699 913"><p>2</p></div>	<div data-bbox="751 898 1514 1507"><div data-bbox="1023 920 1514 1025"> <b>DYNAMIC</b><sup>™</sup> BUDGETS</div><div data-bbox="900 1081 1514 1137"><p><b>Tabs Functionality-Split Screen</b></p></div><div data-bbox="775 1234 1514 1485"><p>Make sure this functionality is enabled verification of access. If the functionality company administrator or Dynamic Bu assistance.</p></div></div>



Tabs Functionality-Split Screen. Purpose: **This functionality allows you to split 2 screens multiple ways.**

1. Move a tab to another monitor
2. Have 2 tabs in one monitor horizontally or vertically displayed 4 ways.

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Tabs Fun

Purpose: This functionality allows you

1. Move a tab to another monitor
2. Have 2 tabs in one monitor horizontally or vertically displayed 4 ways.
  - a. Vertical Split Screen (Side by side)
  - b. Horizontal Split Screen (Stacked)
  - c. Vertical Split Screen (Side by side)
  - d. Vertical Split Screen (Side by side)



Note: You must have, at least, 2 tabs open to split screens.

Also, when you scroll over the tab, it must be blue which indicates the functionality is enabled. **Click on a tab and drag...**

See multiple ways to view split screen in the following slides.

4

DynamicBudgets - PHUBERT\P. Hubert - 184.172.195.139,25000 - DB314

File Budgets Variances Reports

Monthly Summary - Accounts Budgeting Dashboard

#### Monthly Summary - Accounts

CompanyDB*	BudgetID*	OrgUnit Rollup
TWO	Test 2017 Forecast	<all>
OrgUnit	Object	
<all>	<all>	



If available, you can **drag the tab (blue square) to another monitor.**

5

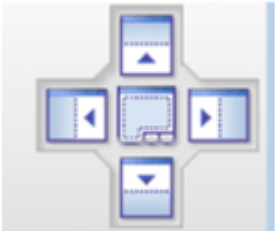
Jul	Aug	Sep	Oct	Nov	Dec	Total
-	11,511	-	-	-	-	30,174.38
-	-	-	-	-	-	14,075.9
-	-	-	-	-	-	945,752.1
-	-	-	-	-	-	838.8
-	8,860	-	-	-	-	497,308.86
-	-	-	-	-	-	(230.88)
-	-	-	-	-	-	(2,379.52)
58,231.9	57,954.16	59,694.7	58,372.96	59,593.42	54,005.12	837,320.46
-	345.34	-	-	-	-	29,725.58
-	-	-	-	-	-	39



Controls can be docked to any side of the host container or displayed in an owned floating window

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Dockable & Floating Windows

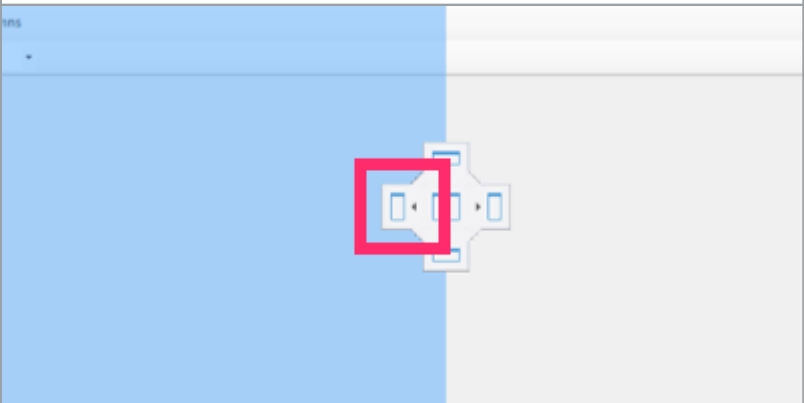


Vertical Split Screen (Side by Side Equal View)

Drag the tab (blue square) to the center of the screen.

Click on the left center arrow.

7



Vertical Split Screen (Side by Side Equal View)

Drag the tab (blue square) to the center of the screen.

Click on the right center arrow.

8

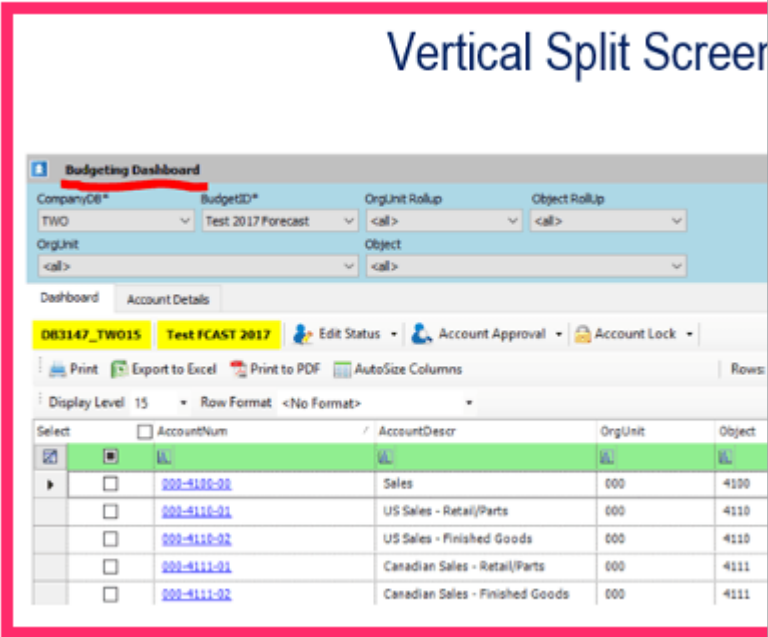
Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
1,079.1	17,584.28	-	-	-	11,511	-	-
5,318.6	1,159.3	-	-	-	-	-	-
344,503.9	441,636.3	-	-	-	-	-	-
838.8	-	-	-	-	-	-	-
182,455.62	223,261.88	-	-	-	8,860	-	-
(179.8)	(47.88)	-	-	-	-	-	-
(1,784.64)	(594.88)	-	-	-	-	-	-
58,283.68	58,038.78	61,585.92	129,372.84	58,231.9	57,954.16	58,694.7	58,372.96
10,552.32	13,811.5	-	-	-	345.34	-	-



## Vertical Split Screen (Side by Side Equal View)

This is how it will be displayed.

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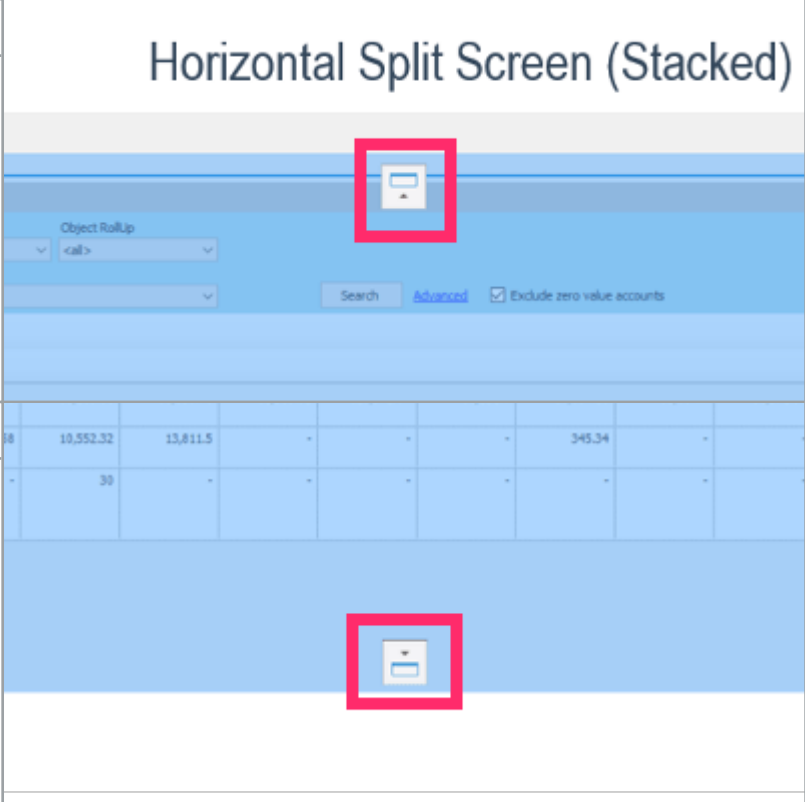


## Horizontal Split Screen (Stacked)

Drag the tab (blue square) to the upper center part of the screen.

Click on the up arrow.

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## Horizontal Split Screen (Stacked)

Drag the tab (blue square) to the center of the lower part of the screen.

Click on the down arrow.

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## Horizontal Split Screen (Stacked)

This is how it will be displayed.

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### Horizontal Split Screen (Stacked)

**Budgeting Dashboard**  
Company/OS\* BudgetID\* OrgUnit Rollup Object Rollup  
TWO Test 2017 Forecast <all> <all>  
OrgUnit Object  
<all> <all>

Dashboard Account Details  
**003147\_TW015 Test FCAST 2017** Edit Status Account Approval  
Print Export to Excel Print to PDF AutoSize Columns  
Display Level 15 Row Format <No Format>

Select	AccountNum	AccountDescr	Org
<input checked="" type="checkbox"/>	000-4100-00	Sales	00
<input type="checkbox"/>	000-4110-01	US Sales - Retail/Parts	00
<input type="checkbox"/>	000-4110-02	US Sales - Finished Goods	00

**Monthly Summary - Accounts**  
Company/OS\* BudgetID\* OrgUnit Rollup Object Rollup  
TWO Test 2017 Forecast <all> <all>  
OrgUnit Object  
<all> <all>

Print Export to Excel Print to PDF AutoSize Columns  
Display Level 15 Row Format <No Format>

AccountNum	AccountDescr	Jan	Feb	Mar
000-4100-00	Sales	-	-	1,079.1
000-4110-01	US Sales - Retail/Parts	7,598	-	5,318.6
000-4110-02	US Sales - Finished Goods	110,994.2	48,617.7	344,503.9




## Vertical Split Screen (Side by Side 1/4 Left View)

Drag the tab (blue square) to the left side of the screen.

Click on the left arrow.

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AccountNum	AccountDescr	Jan	Feb	Mar
000-4100-00	Sales	-	-	1,079.1
000-4110-01	US Sales - Retail/Parts	7,598	-	5,318.6
000-4110-02	US Sales - Finished Goods	110,994.2	48,617.7	344,503.9
000-4140-00	US Sales - Repair Charges	-	-	838.8
000-510-01	Cost of Goods Sold - Retail/Parts	58,545.24	24,186.12	182,455.62
000-600-00	Purchases Discounts Taken	-	(3.2)	(179.8)
000-4730-00	Purchase Price Variance - Unrealized	-	-	(1,784.64)
000-5100-00	Salaries and Wages	126,091.36	56,295.62	58,283.68
300-5130-00	Commissions - Sales	3,557.84	1,458.59	10,552.32




Vertical Split Screen (Side by Side 1/4 Right View)


Drag the tab (blue square) to the right side of the screen.

Click on the right arrow.

14

Sep	Oct	Nov	Dec	Total
-	-	-	-	38,174.38
-	-	-	-	14,875.9
-	-	-	-	945,752.1
-	-	-	-	838.8
-	-	-	-	497,308.86
-	-	-	-	(230.88)
-	-	-	-	(2,379.52)
59,694.7	58,372.56	59,593.42	54,805.12	837,320.46
-	-	-	-	29,725.58





Vertical Split Screen (Side by Side 1/4 Left View)

This is how it will be displayed.

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### Budgeting Dashboard

CompanyOS\*  
TWO

BudgetID\*  
Test 2017 Forecast

OrgUnit Rollup  
<all>

OrgUnit  
<all>

Dashboard

Account Details

DB3147\_TWO15

Test FCAST 2017

Edit Status

Print

Export to Excel

AutoSize Columns

A- A+

Display Level 15

Row Format

Select	AccountNum	AccountDes
<input checked="" type="checkbox"/>	000-4100-00	Sales
<input type="checkbox"/>	000-4110-01	US Sales - Retail/Parts
<input type="checkbox"/>	000-4110-02	US Sales - Finished Goods
<input type="checkbox"/>	000-4140-00	US Sales - Repairs/Charges
<input type="checkbox"/>	000-4510-01	Cost of Goods Sold - Retail
<input type="checkbox"/>	000-4600-00	Purchases Discounts
<input type="checkbox"/>	000-4730-00	Purchase Price Variance

### Monthly Summary - Accounts

CompanyOS\*  
TWO

BudgetID  
Test 2017

OrgUnit  
<all>

Print

Export to Excel

Row Format

AccountNum	AccountDes
000-4100-00	Sales
000-4110-01	US Sales - Retail/Parts
000-4110-02	US Sales - Finished Goods
000-4140-00	US Sales - Repairs/Charges
000-4510-01	Cost of Goods Sold - Retail
000-4600-00	Purchases Discounts
000-4730-00	Purchase Price Variance



## Vertical Split Screen (Side by Side 1/4 Right View)

This is how it will be displayed.

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Vertical Split (Side by Side)

Monthly Summary - Accounts

CompanyDB\* BudgetID\* OrgUnit Rollup Object Rollup

FWO Test 2017 Forecast <all> <all>

OrgUnit Object

<all> <all>

Print Export to Excel Print to PDF AutoSize Columns

Display Level 15 Row Format <No Format>

AccountNum	AccountDescr	Jan	Feb	Mar	Apr	May
000-4100-00	Sales	-	-	1,079.1	17,584.28	-
000-4110-01	US Sales - Retail/Parts	7,598	-	5,318.6	1,156.3	-
000-4110-02	US Sales - Finished Goods	110,994.2	48,617.7	344,503.9	441,636.3	-
000-4140-00	US Sales - Repair Charges	-	-	838.8	-	-
000-4510-01	Cost of Goods Sold - Retail/Parts	58,545.24	24,186.12	182,455.62	223,261.88	-
000-4600-00	Purchases Discounts Taken	-	(3.2)	(179.8)	(47.88)	-
000-4730-00	Purchase Price	-	-	(1,784.64)	(594.88)	-



**Screen Resize:** You can resize the screen by dragging the line between the screens.

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Monthly Summary - Accounts

CompanyDB\* BudgetID\* OrgUnit Rollup Object Rollup

FWO Test 2017 Forecast <all> <all>

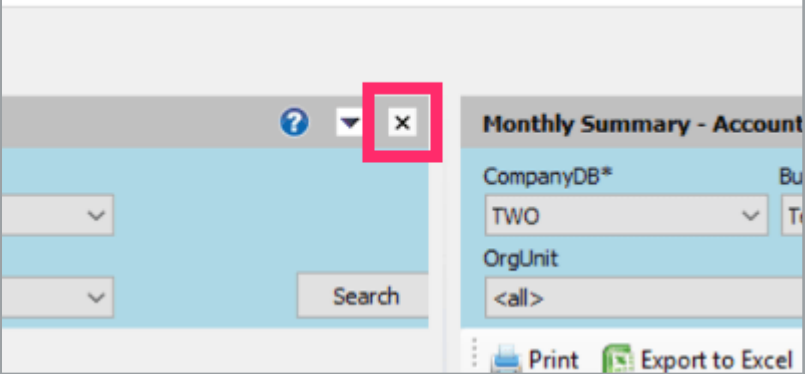

OrgUnit Object

<all> <all>

Print Export to Excel Print to PDF AutoSize Columns

Display Level 15 Row Format <No Format>

AccountNum	AccountDescr	Jan	Feb
000-4100-00	Sales	-	-
000-4110-01	US Sales - Retail/Parts	7,598	-
000-4110-02	US Sales - Finished Goods	110,994.2	48,617.7
000-4140-00	US Sales - Repair Charges	-	-
000-4510-01	Cost of Goods Sold - Retail/Parts	58,545.24	24,186.12
000-4600-00	Purchases Discounts Taken	-	(3.2)
000-4730-00	Purchase Price	-	-

<div data-bbox="124 309 161 360"></div> <div data-bbox="202 304 595 432"><p>Note: You cannot click on the headers and/or drag them anywhere unless the header is blue.</p></div> <div data-bbox="202 465 576 497"><p>Click on the X to close a tab.</p></div>	<div data-bbox="638 275 687 320">18</div> <div data-bbox="707 297 1517 669"></div>
<div data-bbox="124 712 161 763"></div> <div data-bbox="202 707 489 739"><p>That's It. You're Done.</p></div>	<div data-bbox="638 678 687 723">19</div> <div data-bbox="750 712 1517 1048"></div>