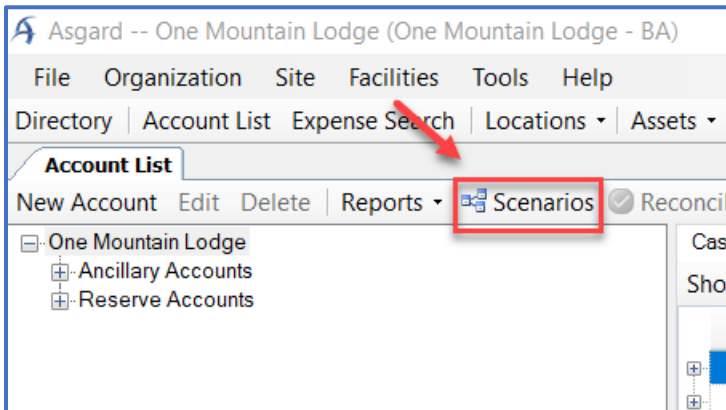


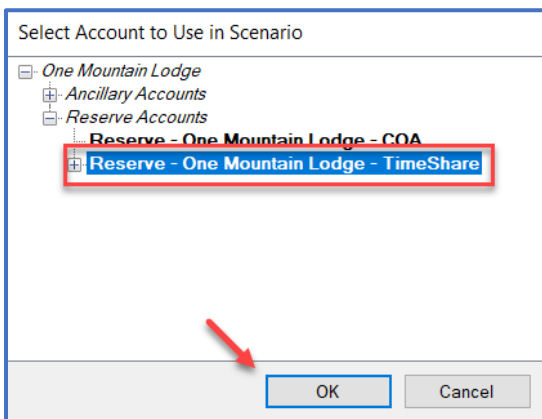
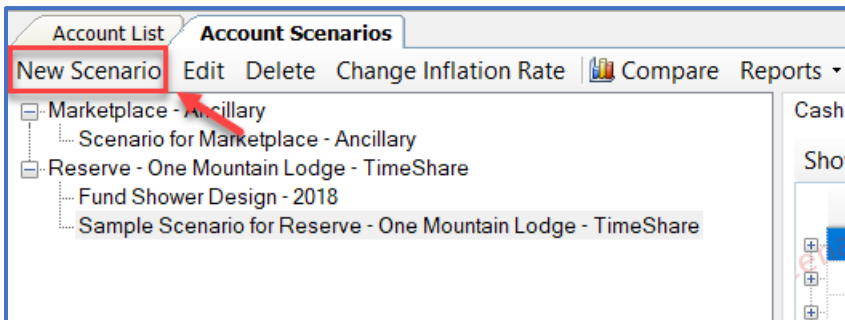
Creating a Scenario

Scenario: You would like to propose a refurbishment of the Phase 1 section of your property during your upcoming Board of Directors meeting. You want to show the Board of Directors the proposed budget with the Phase 1 refurbishment. Follow the steps below to create an alternative financial scenario. For additional assistance with Scenarios, please contact finance@katanasoft.com.

Step 1: Open the Account List Tab and click the Scenarios button.



Step 2: When the Account Scenarios page opens, click on the New Scenario button, select the account for which you would like to consider a change, and Click OK.



Step 3: Choose a name for your scenario that adequately describes the alternative financial picture that you are creating. Click OK.

Scenario Name and Options

Scenario Name:

Include Expenses

Usually, a new scenario is created directly from the existing account data, including planned expenses. However, in some situations, it may be preferable to start the scenario with no existing expense data so that an entirely new expense plan can be considered.

Step 4: When your scenario page opens, you can make a number of changes and edits to the data to create the right alternative data set.

Asgard -- One Mountain Lodge (One Mountain Lodge - BA)

File Organization Site Facilities Tools Help

Directory | Account List Expense Search | Locations | Assets | Work Orders | PM | Projects | Inspections | Supply Chain | Training/How To...

Account List Account Scenarios **Reserve - One Mountain Lodge - TimeShare - Refurb Ph 1***

Show Data From: Current Year | Reports | Reconcile | Save Save/Close Close

Archived **Name:**

Description:

External ID: Descriptor:

Account Type: G/L Account:

Interest Rate: Tax Rate: Contingency Factor:

Beginning Balance: Beginning Balance Date: Horizon in Years:

Assessments Loans Other Income Recurring Expenses Expenses Actual Interest Groups Log

New One-Time Expense Edit Series Edit Expense Delete Print Chart

St	End	Name	Re	Status	C	Asset Catego	Asset Type	P	Est. Co	Forecast	Act	Planned	Actual	Funding	Not
01/01/2019															
0...	01/01/2019	TV (49-Inch) - Ph 1		Not started		Technology			\$ 23,8...	\$23,850...	\$0...	30.00	0.00		
0...	01/01/2019	TV (49-Inch) - Ph 2		Not started		Technology			\$ 23,8...	\$23,850...	\$0...	30.00	0.00		
0...	01/01/2019	TV (49-Inch) - Ph 3		Not started		Technology			\$ 23,8...	\$23,850...	\$0...	30.00	0.00		
Grand Summaries															
								136 Expenses	\$	\$10,892...	\$0...			\$0.00	

Expense Costs, FY2019

- TV (49-Inch) - Ph 1
- TV (49-Inch) - Ph 2
- TV (49-Inch) - Ph 3



A Scenario Account Detail page looks exactly like a live Reserve Account Detail page, except for the watermark on the Scenario account. Be sure to look for this before making any changes, to ensure you are working in a Scenario and not in the live Reserve Account.

Step 5: Click Save/Close and find your new Scenario listed beneath the Reserve Account on the Scenarios Page.

