### **PROJECTION WIZARD. MONTHLY PROJECTIONS. PRACTICE EXERCISES**

To become more familiar with using Projection Wizard for Monthly Templates it is recommended that you enter the following practice examples. You can compare your entries and results with the Investit Example "Projection Wizard Monthly Practice Set"

To check that your entries are correct;

- 1. Enter the practice set and save as a project
- 2. Open the Investit Example "Projection Wizard Monthly Practice Set"

	Investit Examples
Select Project to Open	Description
Invest Decisions Yearly Projections	
Customized Template Example	
Invest Expenses Analysis Supplier A	
Invest Expenses Analysis Supplier B	
Projection Wizard Yearly Practice Set	
Invest Decisions Monthly Projections	
A1 Invest Rev & Exp Monthly Proj. Part A	
A1 Invest Rev & Exp Monthly Proj. Part B	
Projection Wizard Monthly Practice Set 🗲 🗕	

- 3. Compare your input screens with your Investit Example screen
- 4. Print the "Projection Description Reports" and compare the results

### **Practice Exercises**

1. Open the "Investit Revenue & Expenses Monthly" template



2. Set the Analysis Period to 10 years



### **Expenses Folder**

Select the Expenses Folder and enter the following projections in the Projection Wizard

#### Labor

Year1 Jan \$75,000 paid monthly for 12 months then increasing at 3.00% compounding per year for the next 2 years (The Time Period is 3 years), then 4.00% per compounding per year for the next 3 years. (Use the Cont. Proj. check box to continue the projection)

Use "New Projection" to continue but with a new projection starting Year 7 Jan \$140,000 per year paid monthly for 12 months increasing 4.0% per year compounding for the remainder of the Analysis Period (Use the To End" check box)

Projection Wizard entries;



### Materials

The cost of materials depends on the "Cost per Unit" for materials and the quantity produced

In the Expenses folder select the "Materials" Row and change the Entry Choice to "\$ per Unit & Quantity"

Project Info.	Investor	Investment		Working Capital	Ì	Ехре	enses
Expenses							
Description		Entry Choice		Qty	Catego	ory	Year 1 Jan
Labor	\$ per Mo		Ŧ		Common	Ŧ	\$ 75,0
Materials	\$ per Unit and Qu	antity		—	Common	<u> </u>	
	Quantity		Т	—			
Repairs & Maintenance	\$ per Mo		Ψ.		Common	+	
Utilities	\$ per Mo		-		Common	+	
Insurance	\$ per Yr		-	—	Common	Ŧ	
Incremental Overhead	% of Expense(s)		-	—	Common	Ψ.	
Sales Commissions	% of Revenue(s)		<b>T</b>		Common	+	
	Select Ent	try Choice " <b>\$</b> per Uni	t				

### Materials. \$ per Unit cost

Year 1 Jan \$75 per Unit entered "Monthly for 12 Months" then increasing at 4.00% compounding per year until the end of the Analysis Period

Projection Wizard entries;

Projection Wizard									
Entry Information									
Description: Materials									
Entry Obside: C. part Un	.14								
Entry Choice. Sperion	ш								
Projections		r							
			Start	Date	Ti	me Per	od		
Enter	Project Entry Using	Entry	Year	Month	To End	Yrs	Mos	Increase	Cont. Proj.
Monthly for 12 Months 🗾	Annual Compounding	\$ 75	Year 1 🖃	Jan 🗾		10 🖃	0 🖃	4.00%	
Select	Select	1		Chee	ck	1		1	
	New	Projection	Inser	t Projection	l		<u>P</u> roje	ction Descriptior	n
	I								
			Pro-	instian D	ocorio	tion	_	+	
				Jection D	escrip	uon			
			Materi	als					
			Entry (	Choice: \$ per	r Unit				
			Year 1	Jan	\$75 p	er Unit e	entered m	onthly for 12 mont	hs
					Comp	ounding	at 4.00%	6 per year for next	9 years

### Quantity

The quantity produced for the first year depends on the time of the year as follows;

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec	Total
Year1	2,500	2,500	2,500	3,000	3,000	3,000	3,000	4,500	4,500	4,500	1,000	1,000	35,000

Then increasing at 4.00% per year compounding until the end of the Analysis Period

#### Steps

1. In the Expenses folder select the "Quantity Row" & click on the Projection Wizard button to display the Projection Wizard

Project Info.	Investor	Investment		Working Capital	Ì	Ехре	enses
Expenses							
Description		Entry Choice		Qty	Catego	ry	Year 1 Jan
Labor	\$ per Mo		*		Common	-	\$ 75,0
Materials	\$ per Unit and Quar	ntity	▲ 🗉	—	Common	-	
	Quantity		Т				
Repairs & Maintenance	\$ per Mo		Ψ.		Common	-	
Utilities	\$ per Mo		Ψ.		Common	-	
Insurance	\$ per Yr		-		Common	-	
Incremental Overhead	% of Expense(s)		-		Common	-	
Sales Commissions	% of Revenue(s)		-		Common	-	
Se	lect Entry Choic	ce "\$ per Unit & Qty"	I				

2. In the Projection Wizard select "Enter Year by the Month" to display the "Enter Year by the Month" dialog



3. Enter the Quantity for each month & click "OK"

📑 Enter Year by 🕯	the Month	×
Starting Year	Year 1 💌	
Marth		
wonth	Guantity	Fill Down
Year 1 - Jan	2,500	
Year 1 - Feb	2,500	
Year 1 - Mar	2,500	
Year 1 - Apr	3,000	E-t-th-
Year 1 - May	3,000	Enter the
Year 1 - Jun	3,000	Quantity in
Year 1 - Jul	3,000	each monui
Year 1 - Aug	4,500	
Year 1 - Sep	4,500	
Year 1 - Oct	4,500	
Year 1 - Nov	1,000	
Year 1 - Dec	1,000	
Total	35,000	
-	· · · · · · · · · · · · · · · · · · ·	
<u></u> K	<u>C</u> ancel	elp

4. Complete the entries in Projection Wizard

	d								
ntry Information									
Description: Mate Entry Choice: Quar	rials ntity								
					1) (	Check	the "Co	nt. Proj." bo	<sup>x</sup>
rojections			-						
6	Project		Stan	Date	To	me Pen	oa		
Enter	Entry Using	Entry	Year	Month	End	Yrs	Mos	Increase	Cont. Proj.
Monthly for 12 Months	Enter Yr. by the Month		Year 1 👱	Jan 🛫	1				
	Annual Compounding		Year 2	Jan		9 🔟	0 1	4.00	1%
	1				1			1	W
	2) Select			3) Check	k		4)	Enter	
									•
Edit Enter Year by	the Month New F	Projection	Inse	rt Projection	1		Projec	tion Descripti	on I
Edit Enter Year by	the Month	Projection	]inse	rt Projection			<u>P</u> rojec	tion Descripti	on
Edit Enter Year by	the Month	Projection	jnse	rt Projection	escript	ion	<u>P</u> rojec	tion Descripti	ion
Edit Enter Year by	the Month	Projection	jnse	rt Projectior	escript	ion	<u>P</u> rojec	tion Descripti	on
Edit Enter Year by	the Month	Projection.	Inse	rt Projection <b>Jection De</b> als	escript	ion	<u>P</u> rojec	tion Descripti	on
Edit Enter Year by	the Month	Projection	Inse	rt Projection Djection De als Choice: Quan	escript	ion	Projec	tion Descripti	on L
Edit Enter Year by	the Month	Projection	inse Pro Materia Entry (	rt Projection <b>ojection De</b> als Choice: Quan	escript	ion	<u>P</u> rojec	tion Descripti	on
Edit Enter Year by	the Month	Projection	inse Pro Materia Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript tity Jar	ion Gi	Projecture	tion Descripti	on
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript tity Jar Feb	ion Qu	Project uantity 2,500 2,500	tion Descripti	on L
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript tity Jar Feb Mar App	ion Qu	Project uantity 2,500 2,500 2,500 3,000	tion Descripti	on L
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript tity Jar Feb Mar Apr May	ion Qu	Project uantity 2,500 2,500 2,500 3,000 3,000	tion Descripti	on 1
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript stity Jar Feb Mar Apr May Jur	ion Q	Project uantity 2,500 2,500 3,000 3,000 3,000	tion Descripti	on
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript tity Jar Feb Mar Apr May Jur	Q	Project uantity 2,500 2,500 2,500 3,000 3,000 3,000 3,000	tion Descripti	on 1
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript dity Jar Feb May Jur Jur Jur Jur	Q	Project uantity 2,500 2,500 2,500 3,000 3,000 3,000 3,000 4,500	tion Descripti	on 1
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript tity Jar Feb May Jur Jur Jur Sep		Project uantity 2,500 2,500 2,500 3,000 3,000 3,000 3,000 4,500 4,500	tion Descripti	on
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript escript Jar Feb Mar Apr May Jur Jur Sep Oct	Q	Project uantity 2,500 2,500 3,000 3,000 3,000 4,500 4,500 4,500	tion Descripti	on l
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript escript dity Jar Feb May Jur Jur Jur Jur Sep Oct	Q	Project 2,500 2,500 2,500 3,000 3,000 3,000 4,500 4,500 4,500 1,000	tion Descripti	on L
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript escript Jar Fet May Jur Jur Jur Sep Oct Nov Dec	Q	Project uantity 2,500 2,500 2,500 3,000 3,000 3,000 4,500 4,500 4,500 1,000 1,000	tion Descripti	on 1
Edit Enter Year by	the Month	Projection	Inse Materi Entry ( Year 1	rt Projection Dection De als Choice: Quan	escript escript Jar Feb May Jur Jur Jur Jur Jur Sep Oct Nov Dec Tota		Project uantity 2,500 2,500 2,500 3,000 3,000 3,000 4,500 4,500 4,500 1,000 35,000	tion Descripti	on

#### **Repairs & Maintenance**

The organization will enter into a maintenance service contract as follows;

Year 1. \$9,000 per month for 1 Year & 3 months Then \$12,000 per month for three years Then \$15,000 per month until the end of the Analysis Period In the "Project Entry Using..." select "Stepped Projection" option

- 1. Select the "Repairs & Maintenance" row in the Expenses folder & click on Projection Wizard button
- 2. Select "Stepped Projection" to display the Stepped Projection dialog

💕 Projection Wizard									
Entry Information									
Description: Repairs	& Maintenance								
Entry Choice: \$ per Mo	D								
Projections									
			Start	Date	Ti	me Per	iod		
Paid	Project	Entry	Vear	Month	То	Vrs	Mos	Increase	Cont Proi
, and	Entry Using	2.10.9	100	montri	End			11010000	conterroj.
Monthly for 12 Months 🗾	Constant (Fill Right) 📃	\$0	Year 1 💌	Jan 🗾		1 🖃	0 🖃		
	Constant (Fill Right)		-	-	-	-			
	Annual Compounding								
	Uniform % Increase								
	Uniform \$ Increase								
	Stepped Projection 🛛 🗲	— Select to d	isplay the	"Stepped	l Proj	ection'	' dialog	g	
	Enter Yr. by the Month								
	Single Entry. No Proj.								

3. Stepped Projection Dialog. Select "Enter Value" and set the "Number of Terms" to 3 and click "OK"

Stepped Projection	
New value at "End of Term" based on:	Stepped Projection for "Enter value"
C Annual Compounding Rate Increase	New Value using "Enter Value" of \$15.00
	New Value: \$15.00 per Sq. Ft. per Yr
Fide Example <-	Term No. 1 Three years Three years
<u>o</u> k <b>V</b>	Cancel Help

4. Complete the Projection Wizard entries

Proje	ction Wizard	E											
Entry Inf	formation												
Descrip	ption: Repa	irs & Maintenand	ce .										
Entry C	hoice: Sper	Mo											
2.110 / 0							4)	Enter Va	lue fr	n nev	tvear		
							"	Linci vu	iuc n	n nex	it your		
rojecti	ons								-				
7		The last		T			Start	Date	T I	me Per	boin	-	
	Paid	Entry U	isina		Entry	Term	Year	Month	End	Yrs	Mos	Increase	Cont. Proj.
Monthly		- Stepped Project	tion	-	A \$ 9.000	1	Year 1 +	Jan •	Lina	1 -1	3	\$ 12,000	-
	4				1	2	Year 2	Apr		3	0 -	\$15,000	
						3	Year 5	Apr	P	5 -	9 -	<b>A</b>	
	1) Select		2	Enter	,	7) C	heck 🖊		5) Ent	ter	3) E	inter 6) Er	nter
	1) Select		2	Enter	r I	7) C	heck 🖊		5) Ent	ter	3) E	inter 6) Er	nter
*	1) Select		2)	Enter	, I	7) C	heck /		5) Ent	ter	1 <sub>3) E</sub>	inter 6) Er	nter
• Ed	1) Select	jection	2	Enter	rajection	7) C	heck 🖌	rojection	5) Ent		Brojectio	on Descriptio	nter •
• Ed	1) Select	jection	2	New P	rojection	7) C	heck /	rojection	5) Ent		Brojectio	on Descriptio	nter •
< Ed	1) Select	Jection	2	New P	rajection	7) C	heck /	rojection	5) Ent	ter l	I <sub>3) E</sub>	on Descriptio	nter •
• Ed	1) Select	jection	2)	New P	rajection ction Descr	7) C	heck /	rojection	5) Ent		I <sub>3) E</sub>	on Descriptio	nter
Ed	1) Select	jection	2)	New P Project	rajection ction Descr Maintenance	7) C	heck /	rojection	5) Ent	ter l	I <sub>3) E</sub> Projectio	on Descriptio	nter
< Ed	1) Select	Jection	2) Re Er	Project pairs & try Cho	rojection ction Descr Maintenance ice: \$ per Mo	7) C	heck /	rojection	5) Ent		I <sub>3) E</sub>	on Descriptio	nter
Ed	1) Select	Jection	2) Re Er Ye	New P Project pairs & try Cho sar 1 Ja	rojection ction Descri Maintenance ice: \$ per Mo n Si Te	7) C	heck	(rojection	5) Ent	teri	Brojectio	on Descriptio	nter
Ed	1) Select	jection	2) Re Er	New P Project pairs & try Cho sar 1 Ja	rojection ction Descr Maintenance ice: \$ per Mo n St Te Te	7) C	heck	rojection	5) Ent	r 1 year	Brojection	on Descriptio	nter

# Utilities

\$8,000 per month for the first 12 months then increasing at 5.00% per year compounding until the end of the Analysis Period

# Projection Wizard Entries

(ľ	Projection Wizard									
∣ Er	try Information									
D	escription: Utilities									
E	ntry Choice: \$ per M	0								
- Pr	ojections									
				Start	Date	T	ime Per	iod		
	Paid	Project Entry Using	Entry	Year	Month	To End	Yrs	Mos	Increase	Cont. Proj.
N	Ionthly for 12 Months 🗾	Annual Compounding 📃 💌	\$ 8,000	Year 1 🗾	Jan 🗾	<b>V</b>	10 🖃	0 🖃	5.00%	
	Select	Select	Enter		Che	ck			Enter	
		Δ	lew Projection	<u>i</u> n:	sert Project	tion		P	rojection Descrip	tion
				Utilities Entry Cho Year 1 Ja	ection Desc pice: \$ per M an	criptic lonth \$8,000 Compou	on per Mon unding at	th paid m	ionthly for 12 month	is years

#### Insurance

Paid every 12 Months in June. \$25,000 Year 1 June then increasing at 4.00%per year compounding until the end of the Analysis Period

1. Change the "Entry Choice" in the Expense Folder to "\$ per Yr" and click on the projection Wizard button

				Expenses
Expenses				
Description	Entry Choice		Qty	Category
Labor	\$ per Mo	<b>T</b>		Common
Materials	\$ per Unit and Quantity	-		Common
	Quantity		—	
Repairs & Maintenance	\$ per Mo	-		Common
Utilities	\$ per Mo	-		Common
Insurance	\$perYr	<u>-</u>	—	Common 🔄
Incremental Overhead	% of Expense(s)	-		Common
Sales Commissions	% of Revenue(s)	<b>*</b>	—	Common
	Select			

### 2. Projection Wizard entries



## **Incremental Overhead**

Incremental Overhead is 6.00% of expenses

1. Change the "Entry Choice" in the Expense Folder to "% of Expenses" which displays the "% of Expenses" dialog

					Expenses	
-	Expenses					-
	Description	Entry Choice		Qty	Category	
]	Labor	\$ per Mo	-	—	Common	×
]	Materials	\$ per Unit and Quantity	-	—	Common	×
]		Quantity		—		
	Repairs & Maintenance	\$ per Mo	-	—	Common	×
	Utilities	\$ per Mo	-	—	Common	×
	Insurance	\$ per Yr	-	—	Common	Ŧ
	Incremental Overhead	% of Expense(s)	<u> </u>	—	Common	Ξ
1	Sales Commissions	% of Revenue(s)	-	—	Common	-
		Select				

2. % of Expenses Dialog. Select all the Expenses and click on the "OK" button

Ехр	en	ses		×
	Sel	lect-		
			Description	
			Labor	
		◄	Materials	
			Repairs & Maintenance	
			Utilities	
			Insurance	
		<u>0</u> K	<u>C</u> ancel <u>H</u> elp	

# 3. Projection Wizard entries

Entry Information Description: Incremental Overhead Entry Choice: % of Expense(s) Projections Enter Project Enter Project Entry Using Monthly for 12 Months I Constant (Fill Right) I 6.00% Year 1 I Jan I I I I I I I I I I I I I I I I I I I	Projection Wizard									
Entry Choice: % of Expense(s)  Projections  Enter Project Enter Constant (Fill Right)  Geody Year Month To Yrs Mos Increase Cont.  Monthly for 12 Months Constant (Fill Right)  Geody Year 1  Jan  Finter Check  New Projection  Projection Description  Projection Description  Projection Description  Projection Description  Repairs & Maintenance Utilities  Repairs & Maintenance Utilities  Repairs & Maintenance  Utilities  Projection Description  Projection Descri	Entry Information Description: Increme	ntal Overhead								
Projections          Start Date       Time Period         Enter       Project       %       Year       Month       To       Yrs       Mos       Increase       Cont.         Monthly for 12 Months       Constant (Fill Right)        6.00%       Year       Jan       Image: Constant       Year       Month       To       Yrs       Mos       Increase       Cont.         Monthly for 12 Months       Constant (Fill Right)       Image: Constant       Enter       Check       To       Image: Constant       To       Image: Constant       Image:	Entry Choice: % of Exp	ense(s)								
Start Date       Time Period         Enter       Project Entry Using       %       Year       Month       To End       Yrs       Mos       Increase       Cont.         Monthly for 12 Months       Constant (Fill Right)       Image: Constant (Fill Right)	Projections									
Enter       Project Entry Using       %       Year       Month       To End       Yrs       Mos       Increase       Cont.         Monthly for 12 Months       Constant (Fill Right)       Image: Constant (Fill Right)			[	Star	Date	T	me Per	iod		
Monthly for 12 Months Constant (Fill Right)	Enter	Project Entry Using	%	Year	Month	To End	Yrs	Mos	Increase	Cont. Proj.
Enter     Check       New Projection     Insert Projection       Projection Description       Incremental Overhead       Entry Choice: % of Expense(s)       Labor       Materials       Repairs & Maintenance       Utilities	Monthly for 12 Months	Constant (Fill Right)	6.00%	Year 1 👱	Jan 🗾	V	10 🔄	0 -		
Incremental Overhead Entry Choice: % of Expense(s) Labor Materials Repairs & Maintenance Utilities	0) C	New	Projection	[nse	nt Projection	ion De	scripti	<u>P</u> rojec on	tion Descripti	on
Labor Materials Repairs & Maintenance Utilities					Incremental Entry Choice	Overhe :: % of I	ad Expense	(s)		
Utilities					Labor Materials Repairs &	Mainter	nance			
insurance.					Utilities Insurance	r				
Year 1 Jan 6.00% of Expense(s) for 12 months Constant per year for next 9 years					Year 1 Jan		6.00% Consta	of Expense nt p <mark>e</mark> r year	e(s) for 12 mon r for next 9 yea	ths rs

## **Sales Commissions**

Sales Commission: 10.00% of Revenue

1. Add a row in the Expense Folder called "Sales Commissions and change the "Entry Choice" in the Expense Folder to "% of Revenues" and select all the revenues

			Expenses								
Expenses											
Description	Entry Choice	Qty	Category								
Labor	\$ per Mo 💌	—	Common 🖃								
Materials	\$ per Unit and Quantity	—	Common 🖃								
Quantity —											
Repairs & Maintenance	\$ per Mo 💌		Common 🔄								
Utilities	\$ per Mo 💌		Common 🔄								
Insurance	\$ per Yr 💌		Common 🔄								
Incremental Overhead	% of Expense(s)	—	Common 🔄								
Sales Commissions	Sales Commissions % of Revenue(s) 🗾 — Common 🛒										
Add row & enter the description											

2. % of Revenues Dialog select the <Revenue or Cost Savings>

Re	ver	nues		X
	Se	elect-		
			Description	
	-		<revenue cost="" or="" savings=""></revenue>	
		<u>0</u> K	<u>Cancel</u> <u>H</u> elp	

# 3. Projection Wizard entries

1Ľ	Projection Wizard									
L EI	ntry Information									
	Description: Sales C	ommissions								
E	Entry Choice: % of Re	venue(s)								
_ P	rojections									
			1	Start	Date	Ti	me Per	iod		
	Enter	Project	٩/	Veer	Month	То	Vie	Maa	Inercose	Cant Drai
	Enter	Entry Using	76	rear	Month	End	rrs	IVIOS	Increase	Cont. Proj.
	Nonthly for 12 Months 🗾	Constant (Fill Right) 🔄	10.00%	Year 1 🗾	Jan 🗾	<b>F</b>	10 🗾	0 -		
			Enter		Che	ck <b>T</b>				
		h lour P	voicotion	Incort	Indication			<b>D</b> :		
			rojection	<u>insen</u> r	nojection			Projec	tion Description	
				<b>11</b>	Projectio	n Dos	criptio	n	<u> </u>	
				<b>1</b> 11	Projectio	ii bes	сприо			
				s	ales Commis	sions				
				E	ntry Choice:	% of R	evenue(	s)		
					Sales		40.000	(5		
				Y I	ear 1 Jan		10.00% Constant	of Rever	nue(s) for 12 month	s
							Constan	r per yea	a for flext 5 years	

The Expense Folder entries and projections are complete.

### Go the Revenue Folder

#### **Revenue Folder**

### Sales

Entering the sales revenue involves;

- a) Changing the Description from <Revenue or Cost Savings> to "Sales"
- b) Entering and projecting the Unit Price
- c) Entering and projecting the quantity sold

This is achieved by using the Entry Choice "\$ per Unit and Quantity" to set up the "\$ per Unit" row and the Quantity" row

### \$ per Unit

Year 1 Jan \$300 per Unit entered monthly for 12 months then increasing at 4.00% compounding per year until the end of the Analysis Period

### Quantity Sold

The quantity sold in the first year is;

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	N ov	Dec	Total
Year 1	2,500	2,500	2,500	3,000	3,000	3,000	3,000	4,500	4,500	4,500	1,000	1,000	35,000

Then increasing at 4.00% per year compounding until the end of the Analysis Period

- 1. Change the Description in row 1 from "Revenue or Cost Savings" to "Sales"
- 2. Change the Entry Choice from "\$ per Mo" to "\$ per Unit & Quantity"

			Revenue
Revenue			
Description	Entry Choice	Qty	Category
Sales 🔺	\$ per Unit and Quantity 🔺 👱	I —	Common 🔄
T	Quantity	—	
Change the description	Select \$ per Unit & Qty" Entry	_	
	Entry Choice		
	\$ per Unit and Quantity	<u> </u>	
	\$ per Mo		
	\$ per Yr		
	\$perWk		
	\$ per Day		
	Amount		
	\$ per Unit and Quantity		
	\$ per Hour and Quantity		
	% of Revenue(s)		
	% of Expense(s)		
	Edit list		

# Entering the "Sales" revenue

Year 1 Jan \$300 per Unit entered monthly for 12 months then increasing at 4.00% compounding per year until the end of the Analysis Period

# Projection Wizard entries

Projection Wizard									
Entry Information									
Description: Sales									
Entry Choice: \$ per U	nit								
Projections					_				
			Start	Date	T	ime Per	iod		
Enter	Project Entry Using	Entry	Year	Month	To End	Yrs	Mos	Increase	Cont. Proj.
Monthly for 12 Months	Annual Compounding	\$ 300	Year 1 👱	Jan 🔄	1	10 -	0 1	4.00%	
Select	Select	Enter		Che	ck			Enter	
		P			ъ				
	New Project	on ji	nsert Proje	ction		Pro	jection De	escription	
		📑 Pr	ojection [	escription	ı	_	•		
		Sales							
		Entry	Choice: \$ pr	er Unit	252	N 14			
		Year	1 Jan	\$300 per Compoun	ding at	4.00% p	per year for	2 months r next 9 years	
		<u> </u>							

## Entering the "Quantity" sold

## **Quantity Sold**

The quantity sold in the first year is;

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	N ov	Dec	Total
Year 1	2,500	2,500	2,500	3,000	3,000	3,000	3,000	4,500	4,500	4,500	1,000	1,000	35,000

then increasing at 4.00% per year compounding until the end of the Analysis Period

1. Select the "Quantity" row in the Revenue Folder and click on the Projection Wizard button

Revenue		
Description	Entry Choice	Qty
Sales	\$ per Unit and Quantity 📃	—
	Quantity 🚽 —	—

2. Select "Enter Yr. by the Month" to display the "Enter Yr. by the Month" dialog

Ľ	Projection Wizard				-							
Г	Entry Information											
	Description: Sales											
	Entry Choice: \$ per Mo	D										
	Projections											
					[	Start	Date	Ti	me Per	iod		
	Deid	Project		Entry		Veer	Manth	То	Ver	Mag	have a set	Caret Duai
	Paid	Entry Using		Entry		rear	Month	End	ris	MOS	Increase	Cont. Proj.
	Monthly for 12 Months 🗾	Constant (Fill Right)	$\mathbf{I}$		\$0	Year 1 🗾	Jan 🗾	<b>v</b>	1 🖃	0 🖃		
		Constant (Fill Right)										
		Annual Compounding										
		Uniform % Increase										
		Uniform \$ Increase										
		Stepped Proj. (Lease)										
		Enter Yr. by the Month 🔺	╉	— Select								
		Single Entry. No Proj.										

3. Complete the "Enter Yr. by the Month" dialog and click the "OK" button

📑 Enter Year by	the Month	×
Starting Year Starting Month	Year 1 💌	
Month	Quantity	Eill Davin
Year 1 - Jan	2.500	FIII Down
Year 1 - Feb	2,500	
Year 1 - Mar	2,500	
Year 1 - Apr	3,000	
Year 1 - May	3,000	Enter the
Year 1 - Jun	3,000	monthly sales
Year 1 - Jul	3,000	,
Year 1 - Aug	4,500	
Year 1 - Sep	4,500	
Year 1 - Oct	4,500	
Year 1 - Nov	1,000	
Year 1 - Dec	1,000	1
Total	35,000	
<u>0</u> k	<u>C</u> ancel	<u>H</u> elp

# **Projection Wizard Entries**



# **Projection Description Report**

A description of all the Expense and Revenue projections can be printed from the Report menu as follows;

Select "Projection Descriptions" on the report menu

<u>Reports</u> <u>T</u> ools <u>U</u> tilites <u>I</u> nvestit						
🖨 Print Reports						
Export Reports to Excel	EXPENSES P	ROJECTION	S			
Export Reports to PDF	Lahor					
	Entry Choice: \$ (	per Month				
General Information Reports	Year 1 Jan	Year 1 Jan \$75,000 per Month paid monthly for 12 months				
Income & Expense Statement		Compounding at 3.00% per year for next 2 years				
Operating Cash Flow		then Comp	ounding at 4.00% per year for next 3 years			
Working Capital	Year 7 Jan	\$140,000 p	er Month paid monthly for 12 months			
Net Cash Flow	Matariala	Compounding at 4.00% per year for next 3 years				
Cash Flow on Disposition	iviale i lais Eptiv Choice: © per li pit					
	Year 1 Jan	\$75 per Unit entered monthly for 12 months				
Revenue Calculations		Compounding at 4.00% per year for next 9 years				
Expense Calculations	Materials					
Graphs	Entry Choice: Qu	uantity				
Input Data Summany			Quantity			
input Data Summary	Year 1	Jan	2,500			
Projection Descriptions	-	Feb	2,500			
Depreciation Schedules		Mar	2,000			
		Mav	3,000			
		Jun	3,000			
		Jul	3,000			
		Aug	4,500			
		Sep	4,500			
		Oct	4,500			
		Nov	1,000			
		Dec	1,000			
		Total thes Come	35,000			
	then Compounding at 4,00% per year for next 9 years					
	Entry Choice: Siner Month					
	Year 1 Jan	Stepped Projection				
		Term 1: \$9,000 per Month paid monthly for 1 year and 3 months				
		Term 2: Changed to \$12,000 per Month paid monthly for 3 years				
		Term 3: Changed to \$15,000 per Month paid monthly for 5 years and 9 months				
	ETC					

### **Income & Expense Statement**

To view the results of the revenue and expense projection print the "Income & Expense Yearly Report"



### Income & Expense Statement

	Income & Expense Statement Yearly Projection Wizard Monthly Practice Set						August 15, 2009 Investit Decisions Projection Wizard Monthly Practice Set			
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
REVENUE										
Sales	10,500,000	11,356,800	12,265,668	13,268,364	14,372,397	15,543,525	16,828,300	18,193,700	19,687,722	21,271,005
Total Revenue	10,500,000	11,356,800	12,265,668	13,268,364	14,372,397	15,543,525	16,828,300	18,193,700	19,687,722	21,271,005
EXPENSES										
Labor	900,000	927,000	954,816	993,012	1,032,732	1,074,036	1 ,680 ,000	1,747,200	1,817,088	1,889,772
Materials	2,625,000	2,839,200	3,066,417	3,307,248	3,603,336	3,875,235	4 ,207 ,075	4,559,940	4,933,906	5,330,205
Repairs & Maintenance	108,000	135,000	144,000	144,000	171,000	180,000	180,000	180,000	180,000	180,000
Utilities	96,000	100,800	105,840	111,132	116,688	122,520	128,652	135,084	141,840	148,932
Insurance	25,000	26,000	27,040	28,122	29,246	30,416	31 ,633	32,898	34,214	35,583
Incremental Overhead	-	-	-	-	-	-	-	-	-	-
Sales Commissions	1,050,000	1,135,680	1,226,567	1,326,836	1,437,240	1,554,353	1,682,830	1,819,370	1,968,772	2,127,101
Total Expenses	4,804,000	5,163,680	5,524,680	5,910,350	6,390,242	6,836,560	7,910,190	8,474,492	9,075,820	9,711,593
Net Income	5,696,000	6,193,120	6,740,988	7,358,014	7,982,155	8,706,966	8,918,110	9,719,208	10,611,902	11,559,413