



# Quick Balance Sheet

## Report Summary

Printed Report Title: Quick Balance Sheet

Typical Balance Sheet with sections for Assets, Liabilities and Equity displayed in a familiar layout.

## Default Location In Orchestrated

Base Module: Orchestrated Reports → Financial Reports → Quick Reports

## Typically Used by

Owners, shareholders, Comptrollers and key management would use this on a monthly or routine basis to get a overview of the financial health of the organization. It's also generally provided to banks or other financial stakeholders to assess financial health.

## Key Requirements

No specific requirements are needed to run this report.



## Tips

- Select "Hide \$0 Accounts" and/or "Roll-up Summary" to get a shorter report without details by individual G/L Acct.
- Use the same date as your 'As Of Date' to only show a single column

Assets		Balance	
10000	Bank Accounts	\$	1,614,345.40
11000	Accounts Receivable	\$	213,818.45
12000	Inventory	\$	5,285,863.41
13000	WIP	\$	1,179.88
19000	System Assets	\$	(35,584.50)
Total Assets:		\$	7,079,622.64

## Parameter Entry Options

### Required:

- As Of Date
- Compare to date
- Enter DisplayLevel; (1 - 4)

### Optional:



- Show \$0 accounts:
- Show G/L Acct Numbers
- Show %:
- Ignore Adjustments
- Add Closing Balances

## Parameter Entry Image

The screenshot shows a window titled "- Selection Criteria" with standard Windows window controls (minimize, maximize, close). Inside the window, the text "Balance Sheet (with optional comparison)" is displayed. Below this, there are several input fields and checkboxes:

- "As of Date:" followed by a date picker field.
- A line of text: "Enter a compare to date, or use the same date for no comparison".
- "Compare to date:" followed by a text input field.
- "Enter DisplayLevel:" followed by a dropdown menu.
- "Show \$0 Accounts:" followed by a checkbox.
- "Show G/L Acct Numbers:" followed by a checkbox.
- "Show %:" followed by a checkbox.
- "Ignore Adjustments:" followed by a checkbox.
- "Add Closing Balances:" followed by a checkbox.

At the bottom of the dialog are two buttons: "OK" and "Cancel".

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- [Quick Balance Sheet \(1\).pdf \(100 KB\)](#)