



BI4Cloud

Divisional Accounting using MYOB

Comparison of Options available
Using MYOB alone & MYOB with BI4Cloud

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Comparison of Options available to do Divisional Accounting with MYOB and BI4Cloud

Businesses come in all shapes and sizes, as they grow they often become more complex.

Accounting for a single office at one location using MYOB is very straight forward, however as soon as another branch or office opens it is important to be able to report on the profitability of not just the total business but also by branch. Even businesses operating in the one physical location can grow to have separate Divisions or Cost centres that need to be tracked and reported on separately.

MYOB AccountRight can be used out of the box to do some Divisional accounting (be it Branches, states or cost centres), however there are limitations. Investing a little time upfront to understand the different options available and matching them to your specific requirements will save time and effort down the track.

The questions you should consider are:

1. **Split Transactions** – How often will I need to split individual transactions (invoices) by Division?
2. **Budgets** – Do I want to budget by Division and if so by month or just annually?
3. **Structure** – How complex is my divisional structure?
4. **Data Entry Effort** – How much effort is required for data entry, upfront setting up versus ongoing?
5. **Multiple MYOB files** – Do I have multiple MYOB files?
6. **Reporting** – How much effort is required to produce regular P&L reports and Actual/Budget variance reports?

Once you have considered the above questions, use the following Comparison Table to help identify the best way to use MYOB or a combination of MYOB and BI4Cloud to handle your Divisional accounting needs.



Comparison of Options available to do Divisional Accounting with MYOB and BI4Cloud

	MYOB	MYOB	MYOB & BI4Cloud	MYOB & BI4Cloud
<i>Using</i>	<i>Categories</i>	<i>Jobs</i>	<i>Jobs</i>	<i>GL Accounts & GL Custom Lists</i>
Actuals by Division	✓	✓	✓	✓
Actuals Combined Divisions	✓	✓	✓	✓
Budgets & Variance by Division	✗	*Partial	✓	✓
Budgets & Variance Combined Divisions	✓	*Partial	✓	✓
Pivot – Divisions as Columns	✗	✗	✓	✓
Consolidate MYOB Files	✗	✗	✓	✓
Data Entry required	Apply Category once to every transaction	Apply Job to every line of every Transaction	Apply Job to every line of every Transaction	Setup GL account for each Income & Exp A/c & Division - Once Allocate each GL Account to GL Custom List Labels – Once
Effort Required	Ongoing – Correctly apply the Division (Category) to every Transaction	Ongoing – Correctly apply the Division (Job) to every Line of every Transaction	Ongoing – Correctly apply the Division (Job) to every Line of every Transaction	Upfront- Short time to setup GL A/cs and allocate Division Labels Ongoing – No extra effort, allocate each line of each transaction to the correct GL A/c (No Job & No Category allocation required)
Best for businesses with:	2 to 3 distinct Divisions No Budgets	Small number of Divisions inc Hierarchy of Job Headers & Sub Jobs Annual Budget only (Job)	Multiple Divisions including Hierarchy of Job Headers & Sub Jobs Monthly Budgets by Division (Jobs)	2 to ~ 10 Divisions Flat Structure e.g. States Monthly Budgets by Division Not using Item Sales (or use unique Items for each Division)
Why	Simple	Can split Trans by Division More complex Division Structure however reports are limited across Divisions	Can Pivot with Divisions as Columns Act v Bud & Variance by Division More complex Division Structure Keeps GL Structure Simple	Can Pivot with Divisions as Columns Act v Bud & Variance by Division Allows Jobs to be used for Projects that can be independent of Divisions Items Sales can only go to a fixed GL a/c

* Partial – MYOB Job Budgets are a lump sum for the whole of the Job and cannot be broken down by Month or Year.

Comparison of Options available to do Divisional Accounting with MYOB and BI4Cloud

1. MYOB – Using Categories

Pros

Simple with less data entry than Jobs
[Click](#) to see MYOB Help on using Categories.

Cons

Too simple
 Can't split one transaction across divisions e.g. Insurance bill covers two divisions so you need to enter into MYOB as 2 separate transactions.
 Can't store or report Budgets by Category only for the whole company.
 Reporting from MYOB is limited.

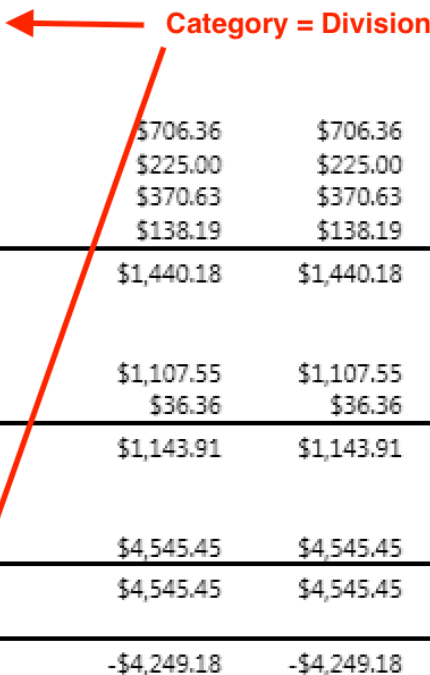
Recommended for

Very simple Divisional split with no Budgets.

Category Profit & Loss Statement

1/07/2015 To 16/03/2016

Account Name	Selected Period	Year To Date
NSW	NSW	
Income		
Sales - Spring Water	\$706.36	\$706.36
Sales - Carbonated Water	\$225.00	\$225.00
Sales - Water Cooler	\$370.63	\$370.63
Sales - Stands	\$138.19	\$138.19
Total Income	\$1,440.18	\$1,440.18
Cost Of Sales		
Equipment	\$1,107.55	\$1,107.55
Water	\$36.36	\$36.36
Total Cost Of Sales	\$1,143.91	\$1,143.91
Expense		
Accounting Fees - NSW	\$4,545.45	\$4,545.45
Total Expense	\$4,545.45	\$4,545.45
Net Profit/(Loss)	-\$4,249.18	-\$4,249.18
QLD	QLD	
Income		
Sales - Service	\$540.00	\$540.00
Sales - Water Cooler	\$110.00	\$110.00



Comparison of Options available to do Divisional Accounting with MYOB and BI4Cloud

2. MYOB- Using Jobs

Pros

Can be as simple or complex as you like. Using Job Headers can create a Hierarchy of Divisions. For example NSW as a Job Header then each Branch, Sydney, Newcastle, Wollongong as a Job that feeds up to the NSW state.

[Click](#) to see MYOB Help on using Jobs.

Cons

More data entry than Categories as every line of every transaction must be allocated to a Job.

Can't store or report Monthly Budgets by Job only for the whole year.

Reporting from MYOB is Job by Job or Job Header by Job Header separately. Difficult to see the Whole company broken down into Divisions

Recommended for

Small number of Divisions split with no need for monthly Budgets.

Job Profit & Loss Statement

1/07/2015 To 16/03/2016

Account Name	Selected Period	Year To Date
115 Supply of Coolers GM		
Income		
Sales - Service	\$540.00	\$540.00
Sales - Carbonated Water	\$545.45	\$545.45
Sales - Water Cooler	\$1,158.06	\$1,158.06
Sales - Crock	\$318.18	\$318.18
Consultancy Income	-\$1,113.63	-\$1,113.63
Total Income	\$1,448.06	\$1,448.06
Cost Of Sales		
Equipment	\$1,205.58	\$1,205.58
Total Cost Of Sales	\$1,205.58	\$1,205.58
Expense		
Wages & Salaries	\$961.54	\$961.54
Total Expense	\$961.54	\$961.54
Net Profit/(Loss)	-\$719.06	-\$719.06
125 Supply of Coolers FH		
Expense		
Accounting Fees - NSW	\$4,545.45	\$4,545.45

Job = Division



Comparison of Options available to do Divisional Accounting with MYOB and BI4Cloud

3. MYOB with Business Intelligence (BI4Cloud)– Using Jobs

Pros

Can be as simple or complex as you like. Using Job Headers can create a Hierarchy of Divisions. For example, NSW as a Job Header then each Branch, Sydney, Newcastle, Wollongong as a Job that feeds up to the NSW state.

Using BI4Cloud, Budget monthly by Job by GL account and report Actual v Budget & variances by Division.

Using BI4Cloud Report by Job or Job Header including a Whole company P&L broken down into Divisions as Columns.

[Click](#) to see BI4Cloud Help on setting up Monthly Job budgets and reporting.

Cons

More data entry than Categories as every line of every transaction must be allocated to a Job.

Recommended for

Larger number of Divisions with need for monthly Budgets.

Companies → MYOB Jobs 4.2 → Job P&L by Division

Transaction Date: 01/07/15 (Wed) -- 30/06/16 (Thu) Last Updated: 16/03/16 2:03:22 AM Pivot by Job (Division) as Columns

Display: Profit

		Grand Market 110	Food Hall 120	Brown Sue BROWS99	Total
4-1045	Sales - Service	\$540.00	\$0.00	\$0.00	\$540.00
4-1100	Sales - Spring Water	\$0.00	\$0.00	\$510.00	\$510.00
4-1200	Sales - Carbonated Water	\$545.45	\$0.00	\$0.00	\$545.45
4-1300	Sales - Water Cooler	\$1,158.06	\$0.00	\$0.00	\$1,158.06
4-1400	Sales - Crock	\$318.18	\$0.00	\$0.00	\$318.18
4-5100	Consultancy Income	-\$1,113.63	\$0.00	\$0.00	-\$1,113.63
	Total(6)(- 4-0000)	\$1,448.06	\$0.00	\$510.00	\$1,958.06
5-1100	Equipment	-\$1,205.58	\$0.00	\$0.00	-\$1,205.58
5-1200	Water	\$0.00	\$0.00	-\$345.45	-\$345.45
	Total(2)(- 5-0000)	-\$1,205.58	\$0.00	-\$345.45	-\$1,551.03
6-1100	Accounting Fees	\$0.00	-\$4,545.45	\$0.00	-\$4,545.45
6-5100	Wages & Salaries	-\$961.54	\$0.00	\$0.00	-\$961.54
	Total(2)(- 6-0000)	-\$961.54	-\$4,545.45	\$0.00	-\$5,506.99
Grand Total(10)		-\$719.06	-\$4,545.45	\$164.55	-\$5,099.96

Companies → MYOB Jobs Budget Analysis 5.2 → Job P&L by Division w Budgets

BudgetType: Period Budget

Job Level2: Grand Market (110), Food Hall (120), Brown Sue (BROWS99) Pivot on Jobs (Divisions) with Budgets

Job Start Date: <All> Last Updated: 16/03/16 2:03:22 AM

Job Finish Date: <All> Last Updated: 16/03/16 2:03:22 AM

Trans Date: 01/07/15 (Wed) -- 30/06/16 (Thu) Last Updated: 16/03/16 2:03:22 AM

Display: Actuals, Budget, Variance Act v Bud

		Grand Market 110			Food Hall 120			Brown Sue BROWS99			Total		
		Actuals	Budget	Variance Act v Bud	Actuals	Budget	Variance Act v Bud	Actuals	Budget	Variance Act v Bud	Actuals	Budget	Variance Act v Bud
4-1045	Sales - Service	\$540.00	\$780.00	-\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00	\$780.00	-\$240.00
4-1100	Sales - Spring Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$510.00	\$0.00	\$510.00	\$510.00	\$0.00	\$510.00
4-1200	Sales - Carbonated Water	\$545.45	\$0.00	\$545.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$545.45	\$0.00	\$545.45
4-1300	Sales - Water Cooler	\$1,158.06	\$0.00	\$1,158.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,158.06	\$0.00	\$1,158.06
4-1400	Sales - Crock	\$318.18	\$0.00	\$318.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$318.18	\$0.00	\$318.18
4-1600	Sales - Other Equip	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4-5100	Consultancy Income	-\$1,113.63	\$0.00	-\$1,113.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,113.63	\$0.00	-\$1,113.63
	Total(7)([4] Income)	\$1,448.06	\$780.00	\$668.06	\$0.00	\$0.00	\$0.00	\$510.00	\$0.00	\$510.00	\$1,958.06	\$780.00	\$1,178.06
5-1100	Equipment	-\$1,205.58	\$0.00	-\$1,205.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,205.58	\$0.00	-\$1,205.58
5-1200	Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$345.45	\$0.00	-\$345.45	-\$345.45	\$0.00	-\$345.45
	Total(2)([5] Cost of Sale)	-\$1,205.58	\$0.00	-\$1,205.58	\$0.00	\$0.00	\$0.00	-\$345.45	\$0.00	-\$345.45	-\$1,551.03	\$0.00	-\$1,551.03
6-1100	Accounting Fees	\$0.00	\$0.00	\$0.00	-\$4,545.45	\$0.00	-\$4,545.45	\$0.00	\$0.00	\$0.00	-\$4,545.45	\$0.00	-\$4,545.45
6-1160	Freight Paid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6-5100	Wages & Salaries	-\$961.54	\$0.00	-\$961.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$961.54	\$0.00	-\$961.54
	Total(3)([6] Expense)	-\$961.54	\$0.00	-\$961.54	-\$4,545.45	\$0.00	-\$4,545.45	\$0.00	\$0.00	\$0.00	-\$5,506.99	\$0.00	-\$5,506.99



BI4Cloud

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4. MYOB with Business Intelligence (BI4Cloud) – Using GL Accounts and GL Custom Lists only

Pros

Simple setup to assign each GL account to a Division (using GL Custom Lists) once only on a one for one basis.

Using BI4Cloud Report by GL account and report monthly Actual v Budget & variances by Division.

Using BI4Cloud Report by Division including a Whole company P&L broken down into Divisions as Columns.

Cons

Can't use with Item sales unless each Division has different Items setup for each division as Item sales for the one item all go to a fixed GL account (user can't edit to allocate some sales to Divn 1 and some to Divn 2).

Results in a larger list of GL accounts (one for each Revenue or expense for each Division).

Recommended for

Flat structure of small number of Divisions e.g. States or Departments with a need for monthly Budgets.

Where Jobs are already being used for Projects so not available to use for Divisions too.

	HO			NSW			VIC			Total		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
4-1000 Sales Income	\$0.00	\$0.00	\$0.00	\$3,138.19	\$110.00	\$3,028.19	\$5,685.34	\$0.00	\$5,685.34	\$8,823.53	\$110.00	\$8,713.53
4-2000 Service Income	\$0.00	\$0.00	\$0.00	\$182.73	\$0.00	\$182.73	\$0.00	\$0.00	\$0.00	\$182.73	\$0.00	\$182.73
4-5000 Time Billing Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,072.72	\$0.00	-\$1,072.72	-\$1,072.72	\$0.00	-\$1,072.72
Total(3)/([4] Income)	\$0.00	\$0.00	\$0.00	\$3,320.92	\$110.00	\$3,210.92	\$4,612.62	\$0.00	\$4,612.62	\$7,933.54	\$110.00	\$7,823.54
5-1000 Purchases	\$0.00	\$0.00	\$0.00	-\$3,765.23	\$0.00	-\$3,765.23	-\$454.54	\$0.00	-\$454.54	-\$4,219.77	\$0.00	-\$4,219.77
Total(1)/([5] Cost of Sale)	\$0.00	\$0.00	\$0.00	-\$3,765.23	\$0.00	-\$3,765.23	-\$454.54	\$0.00	-\$454.54	-\$4,219.77	\$0.00	-\$4,219.77
6-1000 General & Admin Expenses	\$0.00	\$0.00	\$0.00	-\$8,181.81	-\$55.00	-\$8,126.81	\$0.00	\$0.00	\$0.00	-\$8,181.81	-\$55.00	-\$8,126.81
6-3000 Payroll Expenses	-\$961.54	\$0.00	-\$961.54	-\$88.94	\$0.00	-\$88.94	\$0.00	\$0.00	\$0.00	-\$1,050.48	\$0.00	-\$1,050.48
Total(2)/([6] Expense)	-\$961.54	\$0.00	-\$961.54	-\$8,270.75	-\$55.00	-\$8,215.75	\$0.00	\$0.00	\$0.00	-\$9,232.29	-\$55.00	-\$9,177.29
Grand Total(6)	-\$961.54	\$0.00	-\$961.54	-\$8,715.06	\$55.00	-\$8,770.06	\$4,158.08	\$0.00	\$4,158.08	-\$5,518.52	\$55.00	-\$5,573.52



BI4Cloud