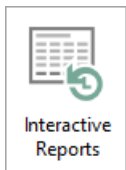


Interactive Reports

Last Modified on 06/02/2025 9:52 am AEST



The instructions in this article relate to the **Interactive Reports** screen. The icon may be located on your [StrataMax Desktop](#) or found using the [StrataMax Search](#).

Interactive Reports has been designed to review financial statements for the property's current and old year, and drill into any account code to view the transactions, payment details, as well as any attached documents, such as invoices.

Using Interactive Reports

Interactive Reports include a number of reporting tools that can be used to assist with account queries; each account code can be clicked to view transactions. Some include *Levies in Arrears* and *Levies in Advance* which enable you to select between different reporting formats.

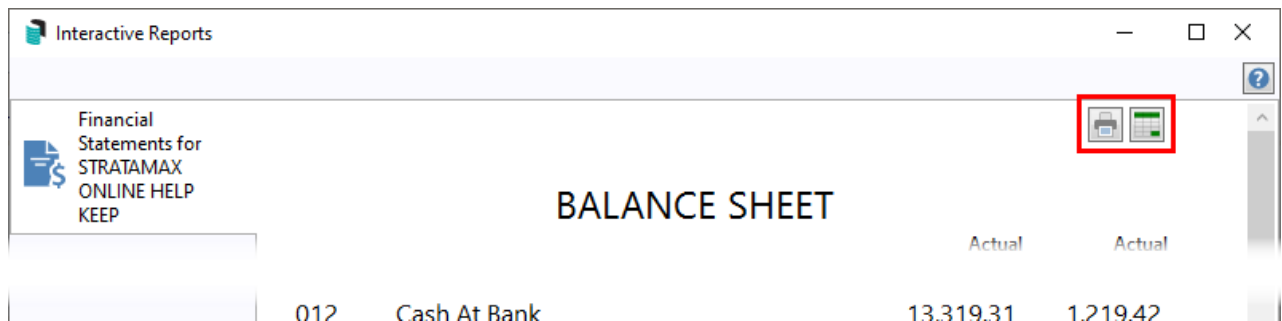
The **Security Setup** setting is titled 'Interactive reports' and access must be granted to use this menu. Please discuss access with your office Administrator responsible for StrataMax Security Setup.

1. Search or select **Interactive Reports**.
2. Click on the *Account Code* line or the icon to the left of the account code number, and depending on what type of code you click on, either an additional tab will be opened to the left, or a new window will appear, resembling one of the StrataMax 'Search' screens.
3. Click the red 'X' button to close a tab, or the *Close* button to close the 'Search' window.

Transactions will be ordered by selected financial year based on the transaction date followed by previous financial year; column names can be clicked on to change the sort order.

Print Financial Statements

A copy of the *Presentation Financial Statement* can be printed by clicking on the *Printer* icon at the top right of the page, and a set of financials can also be exported by clicking on the *Excel* icon.



Arrears & Advance Lot Account Codes

The Arrears & Advance account codes on the Balance Sheet are totaling accounts. Clicking on accounts codes that relate to lot balances will open a tab that provides a list of all lots with an account balance. The format displayed is based on whether the user selects the *Lot Balances* or the *Lot Account Dissection* icon; if the account code name is selected, the default format displayed will be *Lot Balances*.

Clicking on a the button for a lot will open the *Local Transactions* window for the lot's code with the ability to add, remove and change filtering fields, columns, export the list to Excel, print the list as a report, etc.

Interactive Reports

Financial Statements for STRATAMAX ONLINE HELP KEEP

Lot account dissection report for STRATAMAX ONLINE HELP KEEP

BALANCE SHEET

| | | Actual 30/09/24 | Actual 31/05/24 |
|---------------------------------------|----------------------------|--------------------|--------------------|
| OWNERS FUNDS | | | |
| 004 | Administrative Fund | -9,520.77 | -9,594.69 |
| 005 | Sinking Fund | -52,930.00 | -52,930.00 |
| | TOTAL | <u>-62,450.77</u> | <u>-62,524.69</u> |
| THESE FUNDS ARE REPRESENTED BY | | | |
| CURRENT ASSETS | | | |
| 012 | Cash At Bank | 61,456.00 | 61,356.00 |
| 0221 | Levies In Arrears | 4,900.00 | 4,900.00 |
| 0222 | Other Arrears | 900.00 | 900.00 |
| 0224 | Interest On Overdue Levies | 325.57 | 288.49 |

Lot Balances

Interactive Reports

Financial Statements for STRATAMAX ONLINE HELP KEEP

Lot account dissection report for STRATAMAX ONLINE HELP KEEP

Lot balance report for STRATAMAX ONLINE HELP KEEP

| Account Code | Lot Number | Unit Number | Administrative Fund | Sinking Fund | Other | Total |
|--------------|------------|-------------|---------------------|--------------|--------|----------|
| 02100001 | 1 | 1 | -3944.80 | 0 | 0 | -3944.80 |
| 02100002 | 22 | 22 | 1000.00 | 0 | 65.32 | 1065.32 |
| 02100003 | 3 | 3 | 1000.00 | 0 | 65.32 | 1065.32 |
| 02100004 | 4 | 4 | 1000.00 | 0 | 65.32 | 1065.32 |
| 02100005 | 5 | 5 | 1000.00 | 0 | 65.32 | 1065.32 |
| 02100006 | 6 | 6 | 900.00 | 0 | 964.29 | 1864.29 |

Local Transactions for 02100006 - STRATAMAX ONLINE HELP KEEP 300621

Refresh Export Advanced

Field Condition Value

Year is equal to Current Year

Date is on Specific Dates

6 records displayed

| Batch No | Date | Type | Amount | Description | Reference | Related Description | Related Account Description | Related Account Code | Extra Details |
|----------|------------|------|--------|----------------------|-----------|---------------------|-----------------------------|----------------------|---------------|
| 000 | 01/06/2024 | | 900.00 | Brought Forward | J0000475 | | | | |
| 000 | 01/06/2024 | | 57.49 | Brought Forward | J0000476 | | | | |
| 000 | 01/06/2024 | | 900.00 | Brought Forward | J0000477 | | | | |
| 001 | 30/06/2024 | | 2.22 | Interest to 30/06/24 | J0000493 | | | | |
| 014 | 31/07/2024 | | 2.29 | Interest to 31/07/24 | J0000529 | | | | |
| 015 | 31/08/2024 | | 2.29 | Interest to 31/08/24 | J0000541 | | | | |

Details Print Load/Edit/Delete Search Save Search Save Search As Close

Creditor Balance Account Codes

Clicking the creditors balance sheet account code (082) under the *Current Liabilities* header will open a new window called 'Creditor Balances', which displays a list of any creditors with a current balance.

This screen has the same features and functions as the [Search Creditor Invoice Items](#) screen, with the ability to add, remove and change filtering fields, columns, export the list to Excel, print the list as a report, tag paid invoices, place invoices on hold, etc.

Income and Expense Account Codes

Clicking on an expense account code will open the [Local Transactions](#) window for the code with the ability to add, remove and change filtering fields, columns, export the list to Excel, print the list as a report, etc.