Taxback
International

# Comply Analytics


Comply

# Version Control

| Version | Date | Author | Details |
|---|---|---|---|
| **1.0** | 19th Dec 2022 | Keith O'Sullivan | Published |
| **1.1** | 9th May 2023 | Keith O'Sullivan | Full Update |
| **1.2** | 25th May 2023 | Keith O'Sullivan | Published (Updated) |

# Table of Contents

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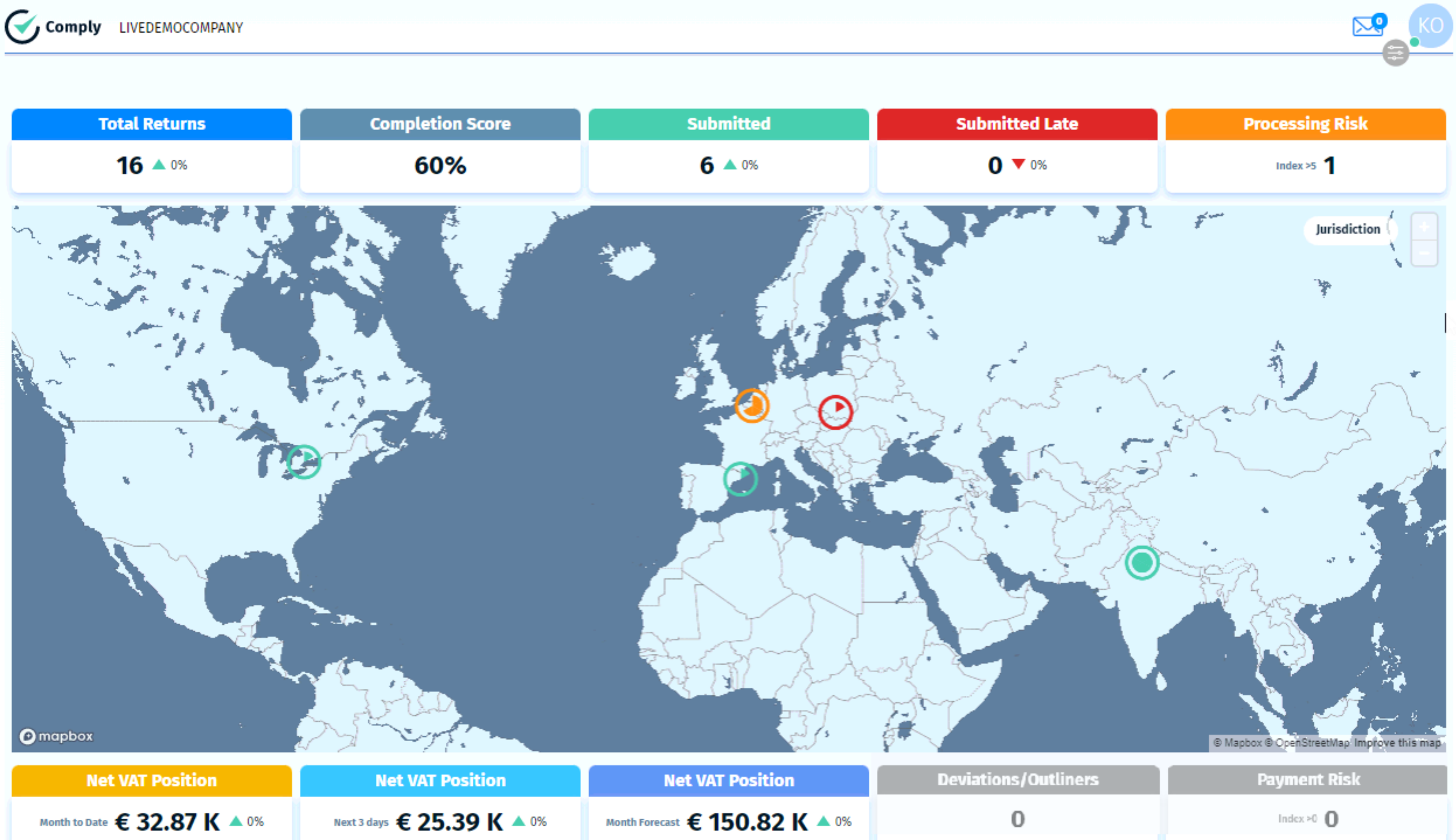
# 1. Overview

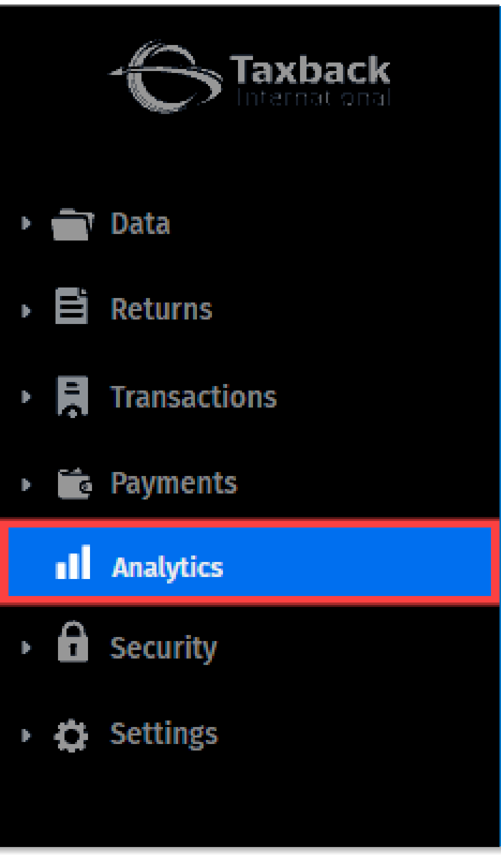
## 1.1. Purpose of this document

The purpose of this document is to provide guidance, context, and instruction for users to successfully navigate the interface within Comply. It will outline high level explanations of built in functionality including:

- Menus and Sub-menus
- Columns and Fields
- Icons and Switches
- Interactive content



# 2. Analytics

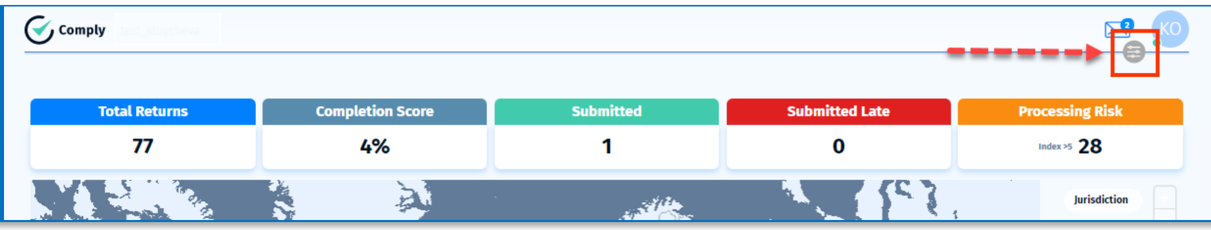



The **Analytics** menu provides the user with a series of preconfigured analytics dashboards. These provide the user with real time data, and key insights relevant to both their current and historical returns.

Out of the box, there are 11 preconfigured dashboards. These are covered below.

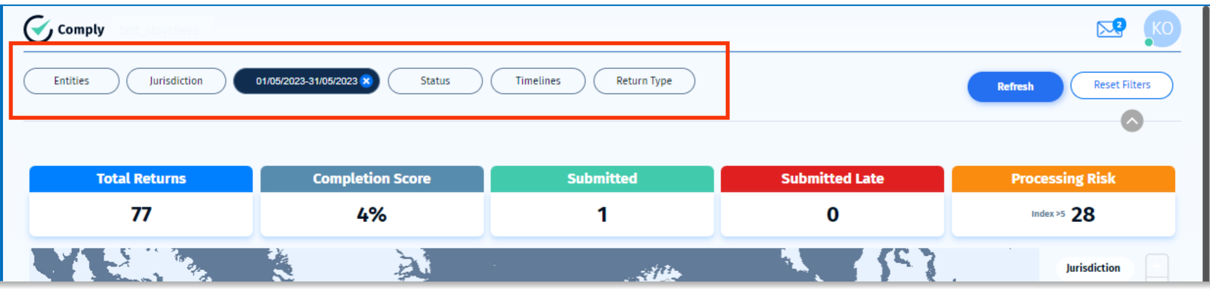
## 2.1. Global Filters

The Analytics screens, like most screens within Comply, can be filtered to display data by a defined suite of Filters. To access this, the user can click the filters buttons located at the top of the screen.



This opens the Global Filter options where the screens can then be filtered by:

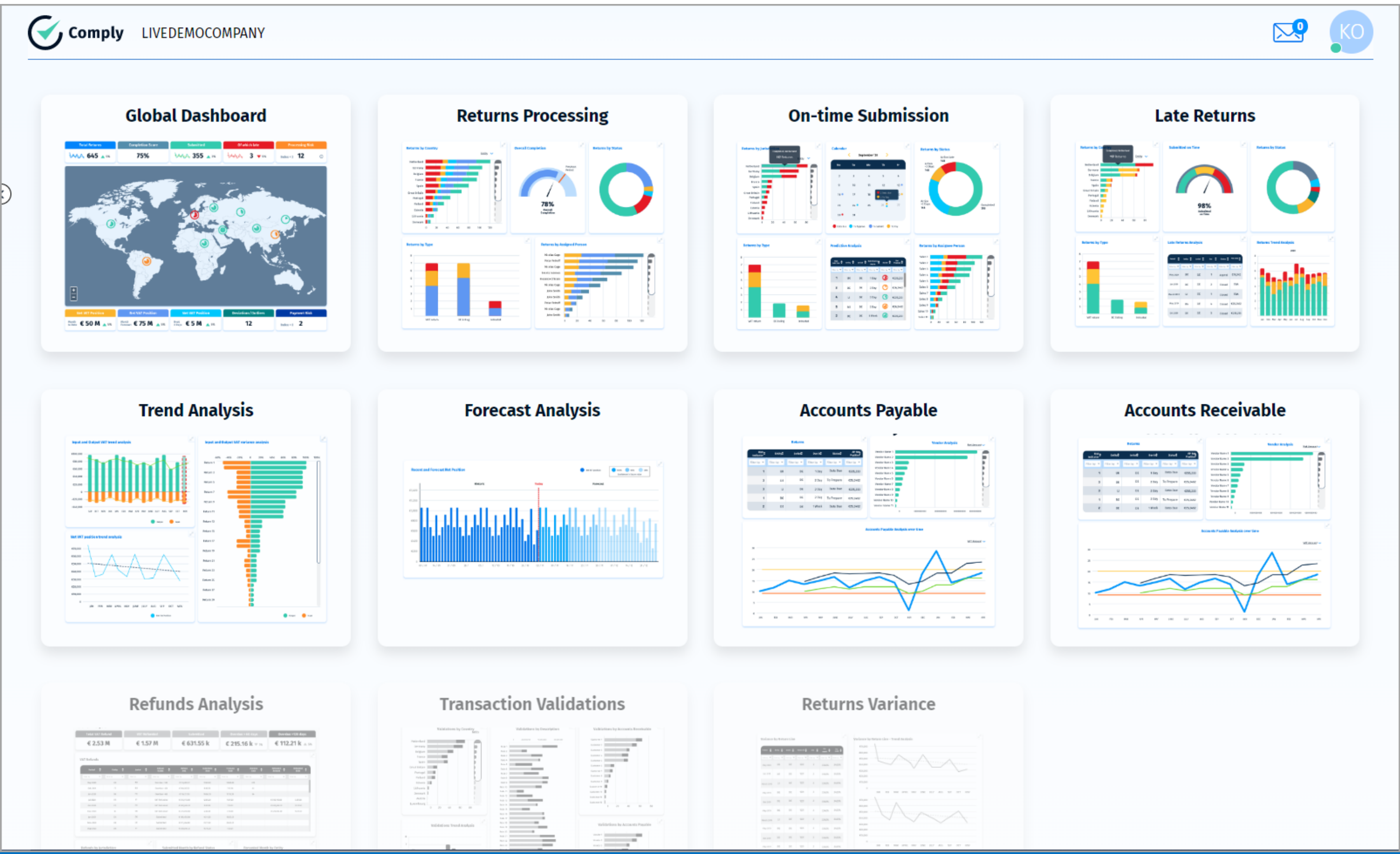
- Entities
- Jurisdiction
- Date Range
- Status
- Timelines
- Return Type




## Default Filter

By Default, the Global Filters are set to display insights and analytics by the Current Month. So unless the user changes these, the **Filtered Date Period** will be the current month.

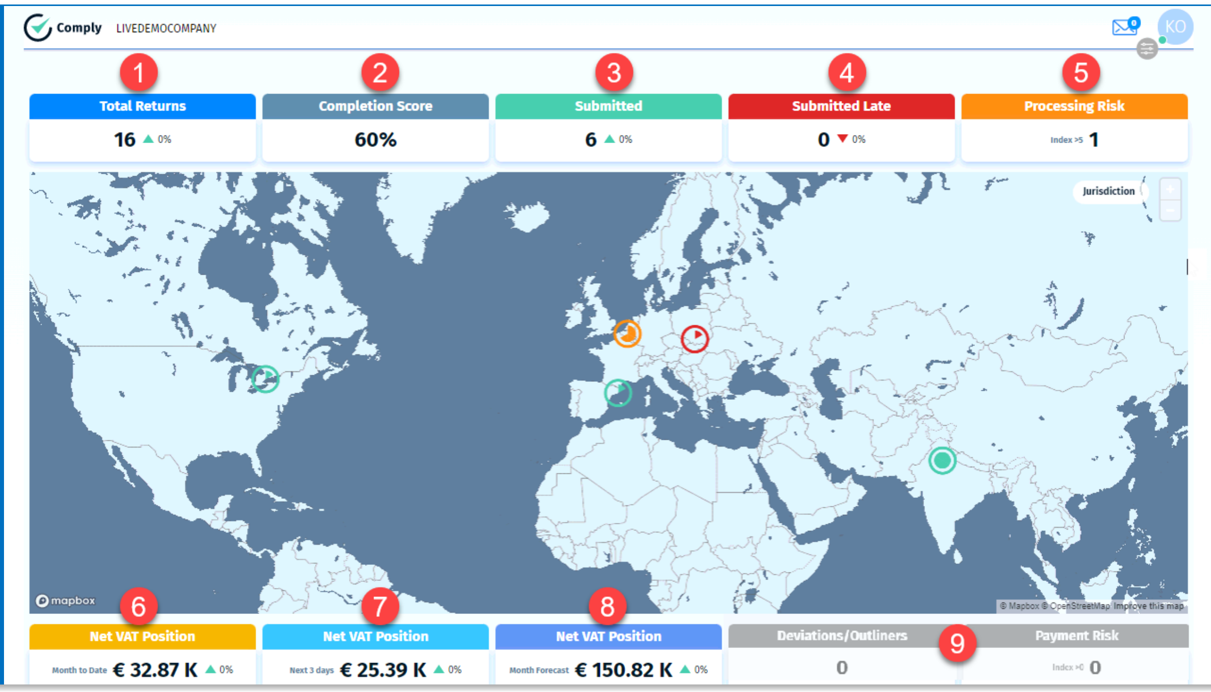
## 2.2. The Dashboards




The first 8 dashboards are currently active and available. The remaining 3 are currently in development and will offer additional reporting very soon.

- Refunds Analysis
- Transaction Validations
- Returns Variance

# 3. Global Dashboard




The Global Dashboard is a snapshot of the Company's global returns status. Here the user can see:

1. TOTAL RETURNS:

   This is a count of the total returns within the Filtered Date Period, regardless of status.

2. COMPLETION SCORE:

   The completion score is a percentage calculation of the submission readiness. This is based on the average status weighting across all returns, within the filtered date period. Each return is given a weighting based on its status as defined below

   - Date Due - 0
   - To Prepare - 10
   - To Review – 50
   - To Approve – 70
   - To Submit – 85
   - Submitted – 100



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The system multiplies each weighting by the number of returns at that status and calculates a percentage average by dividing by the total return weighting by the number of returns within the filtered date period and multiplied by 100%.

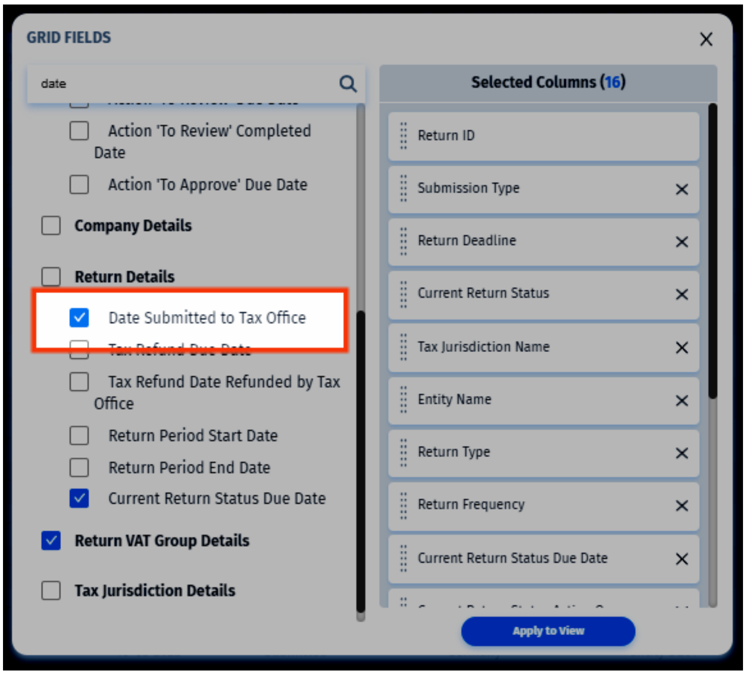
## 3. SUBMITTED

This is the Count of all returns which are at status Submitted and where the return submission deadline is within the filtered date period.

## 4. SUBMITTED LATE

This is the Count of all returns which are at status Submitted and for which the Date submitted is <u>after</u> the Return Submission deadline (i.e. late). And where the return submission deadline is within the filtered date period.

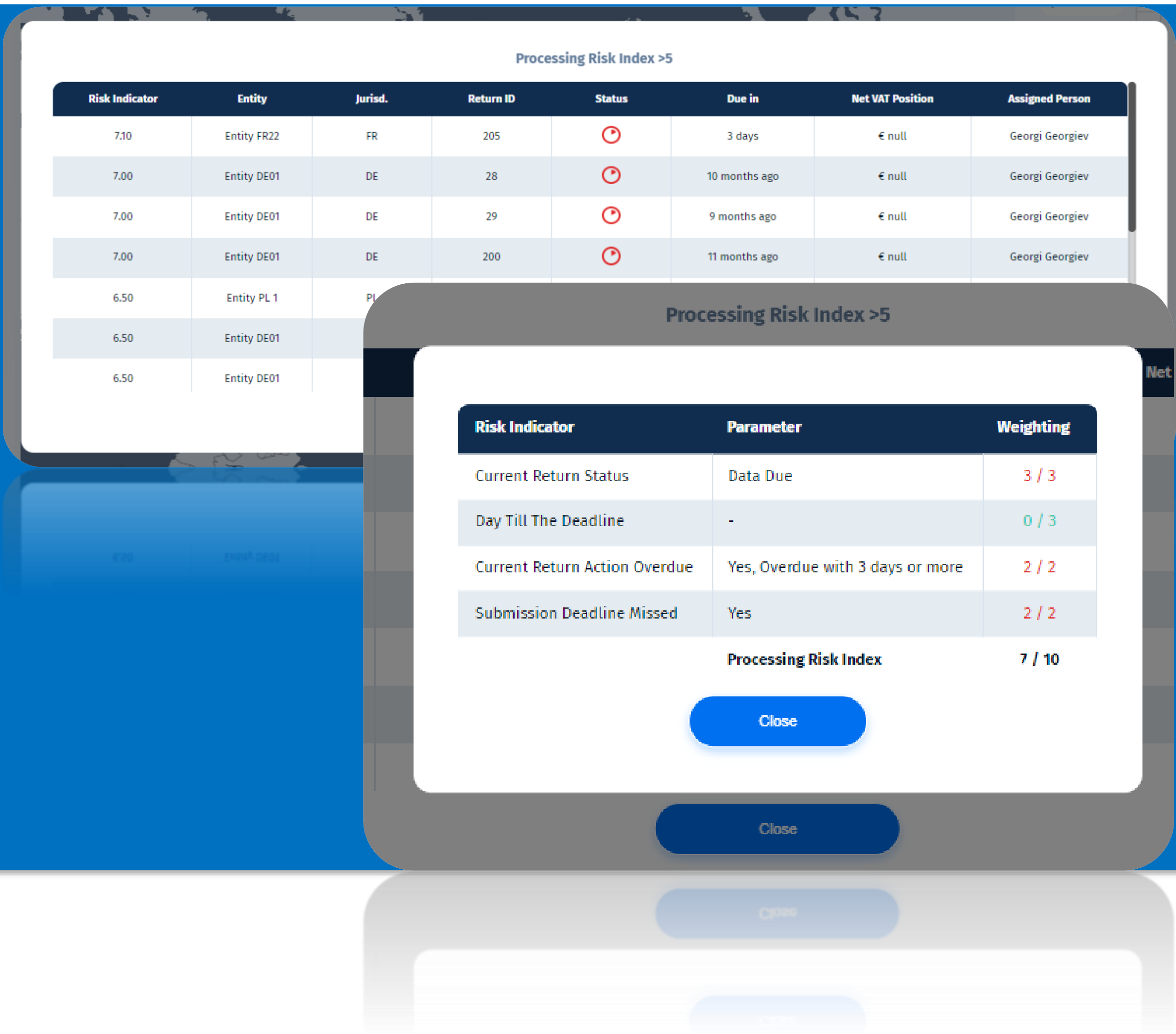
Note: The **Date Submitted to the Tax Office** Column is not enabled by default, but can be added to the **All Returns** Table using the Edit Columns feature.



## 5. PROCESSING RISK

This is an index which shows the risk of not completing the processing work and thus not submitting the tax return to the tax office on time. A higher index means a higher risk. The factors affecting risk are discussed on pages 11- 13 below.

Note: the user can click into a return on the table and see the scores making up the processing risk for that return.



The factors affecting the processing risk are:

- Current Return Status (max 3 points)

| Current Return Status | Points |
|---|---|
| Data Due | 3.0 |
| To Prepare | 2.5 |
| To Review | 2.0 |
| To Approve | 1.5 |
| To Submit | 1.0 |
| Submission Failed | 1.0 |

- Number of Days till the Submission Deadline (max 3 points)

| Days till the deadline | Points |
|---|---|
| 0 | 3.0 |
| 1 | 2.7 |
| 2 | 2.4 |
| 3 | 2.1 |
| 4 | 1.8 |
| 5 | 1.5 |
| 6 | 1.3 |
| 7 | 1.0 |
| 8 | 0.7 |
| 9 | 0.4 |
| 10 or More | 0.1 |

- Whether the Current Return Action is Overdue (max 2 points)

| Current Return Action Overdue | Points |
|---|---|
| No | 0 |
| Yes, Overdue with 1 day | 1 |
| Yes, Overdue with 2 days | 1.5 |
| Yes, Overdue with 3 days or more | 2 |

- Whether a Submission Deadline was missed in the last 12 months (max 2 points)

*Submission deadline missed for previous returns of the same entity, jurisdiction and return type in the last 12 months*

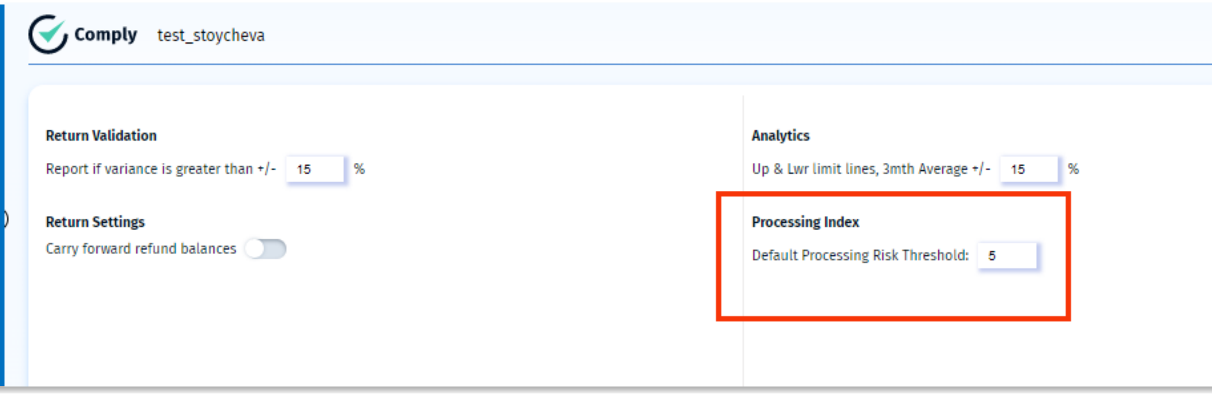
| Submission deadline missed | Points |
|---|---|
| No | 0 |
| Yes | 2 |

This header shows a count of all returns with a return submission deadline within the filtered date period and which are with a Processing risk of 5 or higher. The user can chose to increase/decrease their risk aversion.

E.g. The default risk setting is 5, this is set at the mid-point of the risk range of 1 – 10. “1” being if the user has a low tolerance for risk, and “10” being very risk averse (doesn’t like risk).

The user can also preconfigure their risk threshold via:

*Settings> Default Values > Processing Index*




6. Net VAT Position (Month to Date)

   This figure is the current liability related to the calculated returns within the selected date range in the global filters. This figure provides the user with the EUR Net VAT position for all liabilities and refunds that have been **submitted** to the tax authority.

   This figure is calculated based on the sum of the positive and negative Net VAT Position figures for all returns (regardless of jurisdiction and return frequency) at status "Submitted" in the period selected in the global filter.

   Note 1: The default date setting is the current month.

   Note 2: The user should be aware that if they change the filter to another period or remove the filter, the figures will adjust accordingly.

7. The Net VAT Position (Next 3 Days).

   This figure is the booked liability (returns already calculated and submitted) plus the estimated position on returns in all other statuses based on only the next 3 days (after today).

   Please Note: The filtered date period is not relevant to this calculation.

### 8. The Net VAT Position (Month Forecast).

This figure is the combination of:

*'The Potential liability (and/or refund position)' + 'The Realised liability / refund position'*

This is based on the filtered reporting period and status of the calculated returns.

Calculation:

- The sum of the negative or positive Net VAT Position figures for all returns (regardless of jurisdiction and return frequency) in the filtered reporting period. The status of the returns in this period are "To Review, To Approve, To Submit, Submitted"

plus

- the sum of the negative or positive Forecast Net VAT Position figures for all returns (regardless of jurisdiction and return frequency) in the filtered reporting period. The status of the returns in this period are "Data Due, To Prepare".

The Forecast Net VAT Position based on Data Due and To Prepare uses the average of the last 3 submitted returns regardless of whether they were submitted within the filtered period or not.

Please Note:

- The Net VAT Position (Month to Date), Net VAT Position (Next 3 days) and Net VAT Position (Month Forecast) figures include VAT returns where the Return Deadline is within the filtered period, irrespective of the jurisdiction and frequency of the return.

- Forecast Net VAT Position (local currency) for a jurisdiction is calculated based on the average of the Net VAT Position values for the 3 VAT Returns that were submitted prior to this return for that jurisdiction.

**E.g.** The Forecast Net VAT Position calculation takes the average of the Net VAT Position for a return from the 3 prior returns. If there was no Net VAT Position for any of the last 3 returns, then Comply will use the Forecast Net VAT Position figure from that return in place of the Net VAT Position in order to calculate the average NET VAT Position for the current return (Return A).

- Forecast Net VAT Position (local currency) for an amended return is calculated based on the average figure from previous month values (not the same month values). Count any amendment return within the period as one of the 3 returns for the average calculation.

- Forecast Net VAT Position figures for past returns do not get recalculated unless they are at status Data Due or To Prepare.

- The Forecast Net VAT Position (LC) and Net VAT Position (LC) are converted to EUR figures based on the ECB FX Rate that existed on the date that the returns were created in the platform.

## 9. DEVIATIONS/OUTLIERS & PAYMENT RISK

These are currently in development and as such are inactive.

## 3.1. Map Area

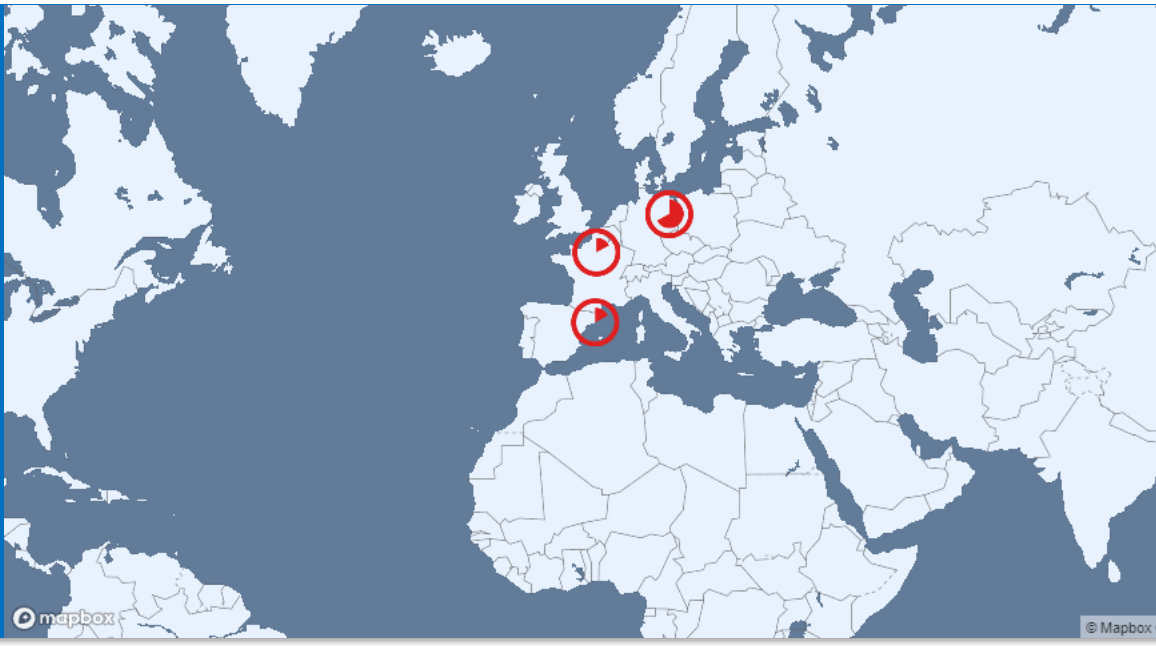
The central map area of the dashboard is interactive. On opening the screen, the Map provides a view of the returns by Region. The user can zoom in to drill down to Jurisdiction and then Return ID level.

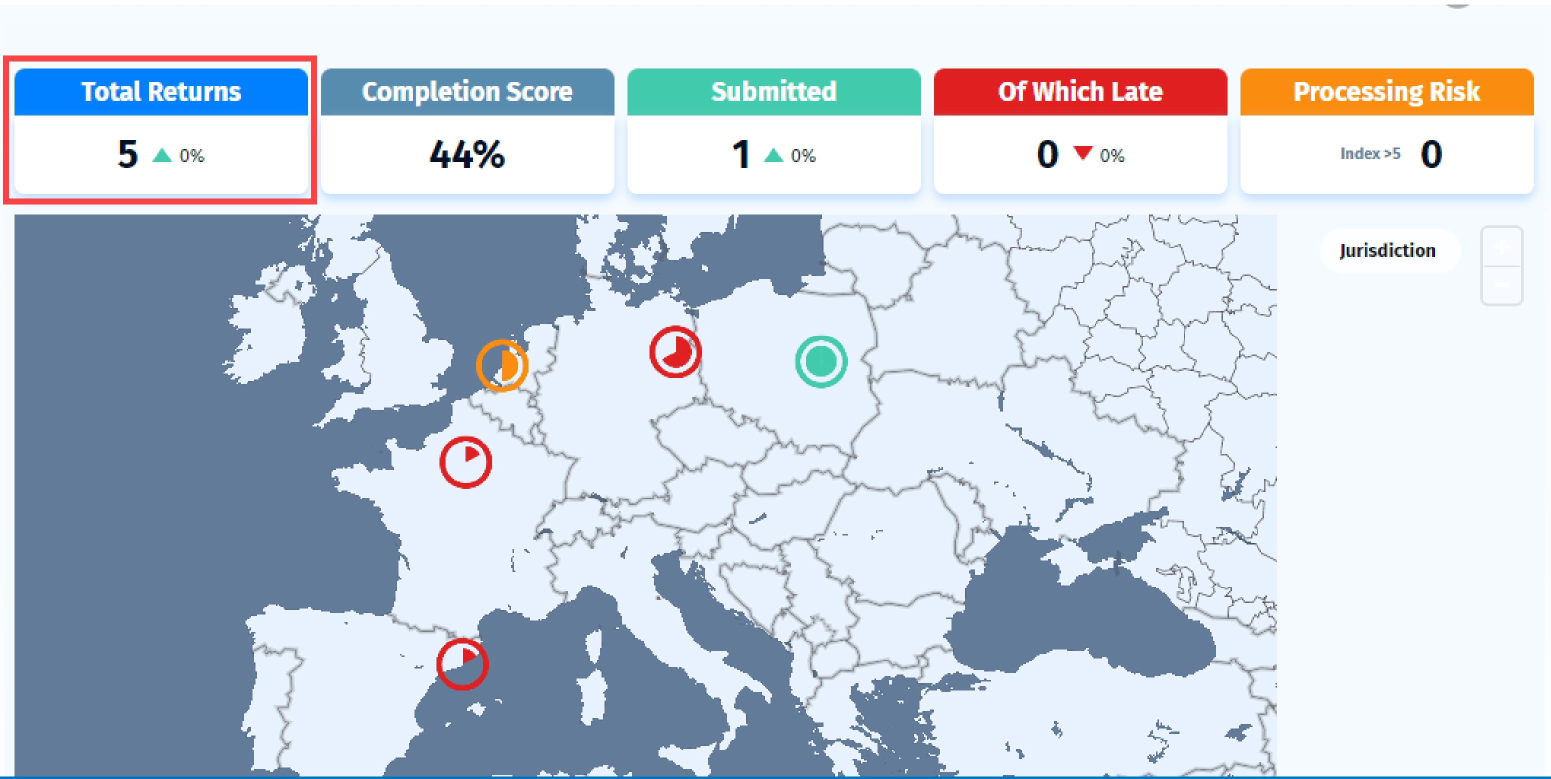
The return icons are colour coded to identify the current status of the returns in that jurisdiction. These also show the completion status as a Pie Chart.

Green = Submitted
Orange = At Risk
Red = Late

Note: If any of the returns within a jurisdiction are late or at risk, the icon at jurisdiction level will be colour coded accordingly.

E.g. If 4/5 returns for Germany are submitted and 1 is late, the Jurisdiction level icon will display as red.






Now the user can see the 5 returns for the selected period.

1 Orange return which is partially completed but is currently a processing risk.

1 Green return which is submitted and complete.

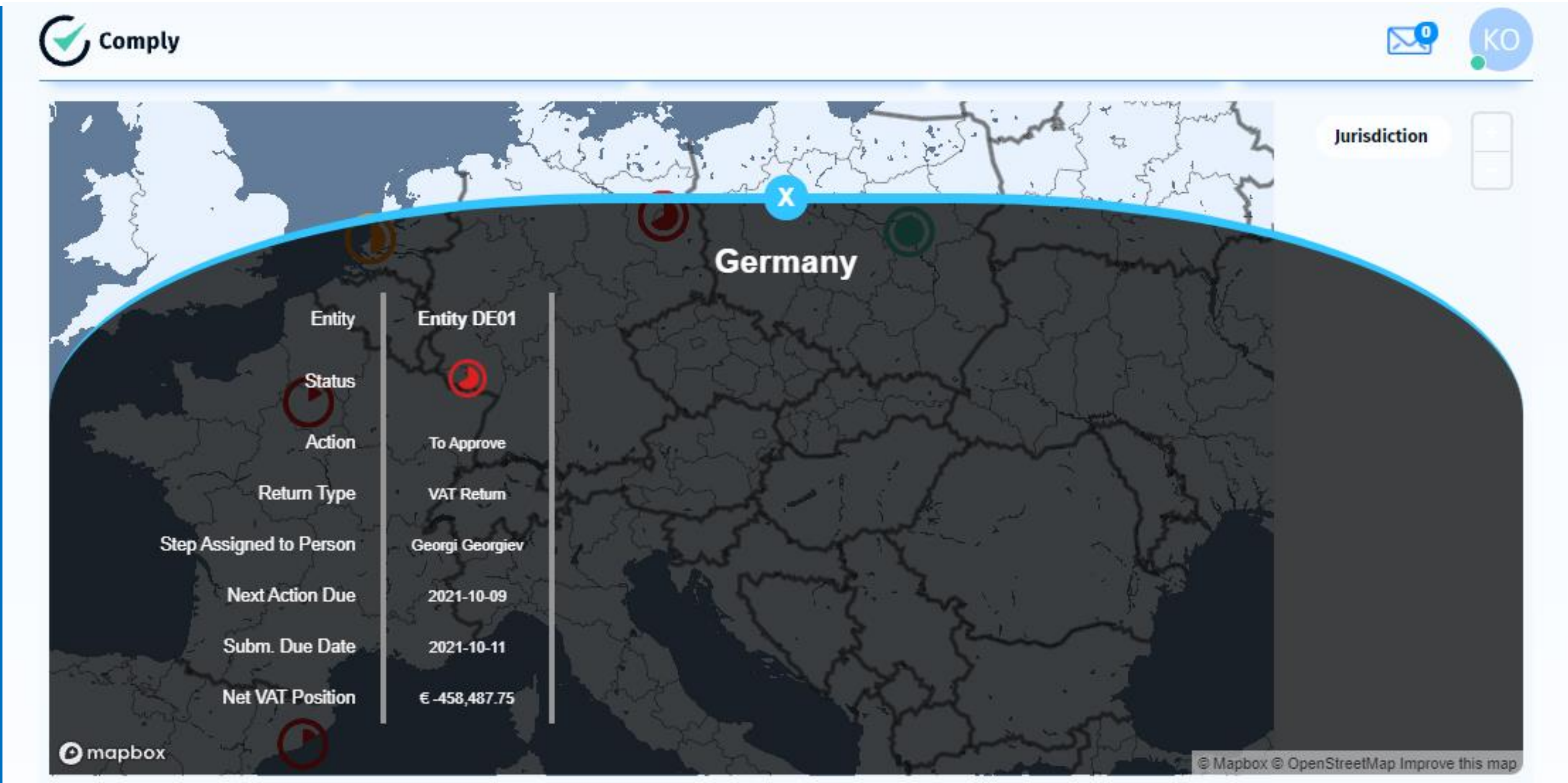
3 Red returns, which are all late and are partially completed.

The icons on the map are interactive and include both roll over and clickable options

Roll Over option


The user can roll over the icon to display some additional information in a Pop-up.

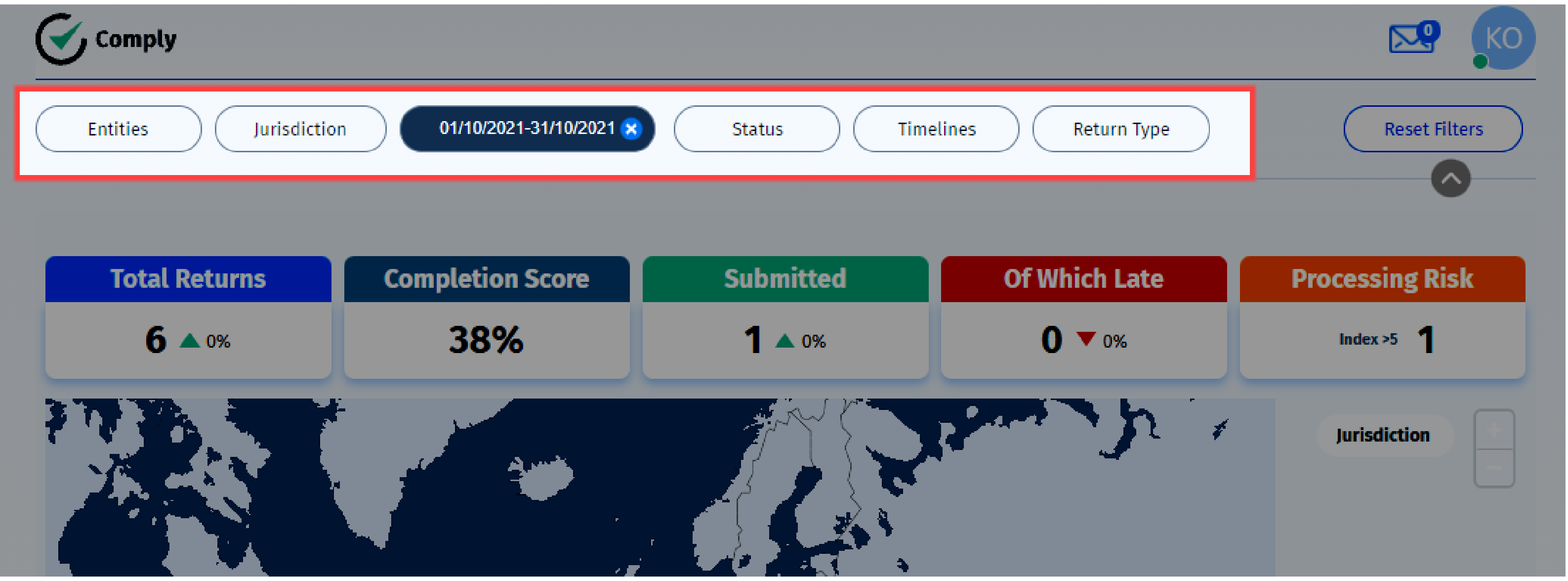
Click option




The user can click on the icon to drill down into that jurisdictions return in more detail.

### Filter Options

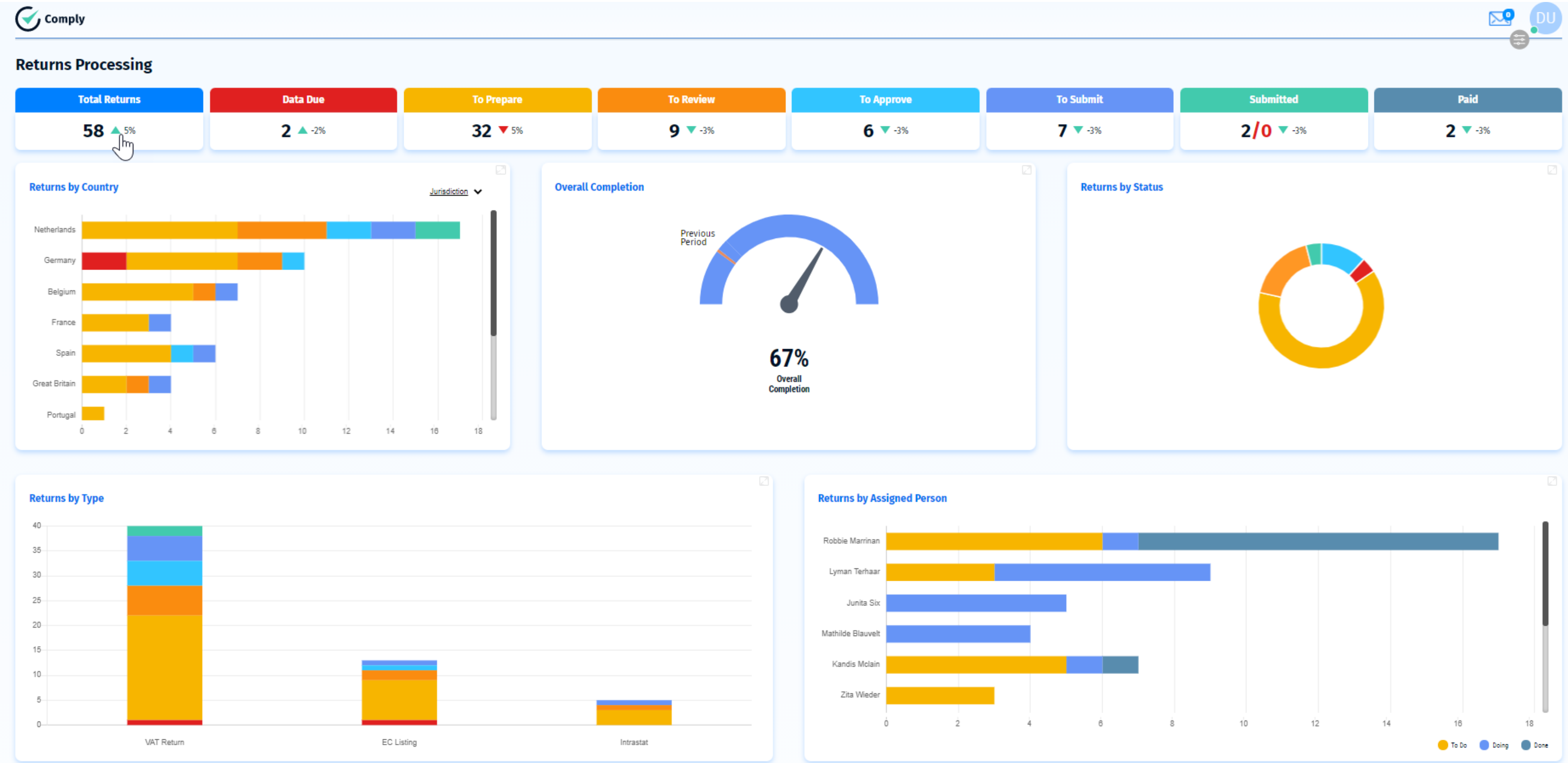
The user can also filter the dashboard to display return data by specific parameters:




The user can use these filter options to filter the dashboard by:

- Entity
- Jurisdiction
- Date/Return Period
- Return Status
- Timelines
- Return Type

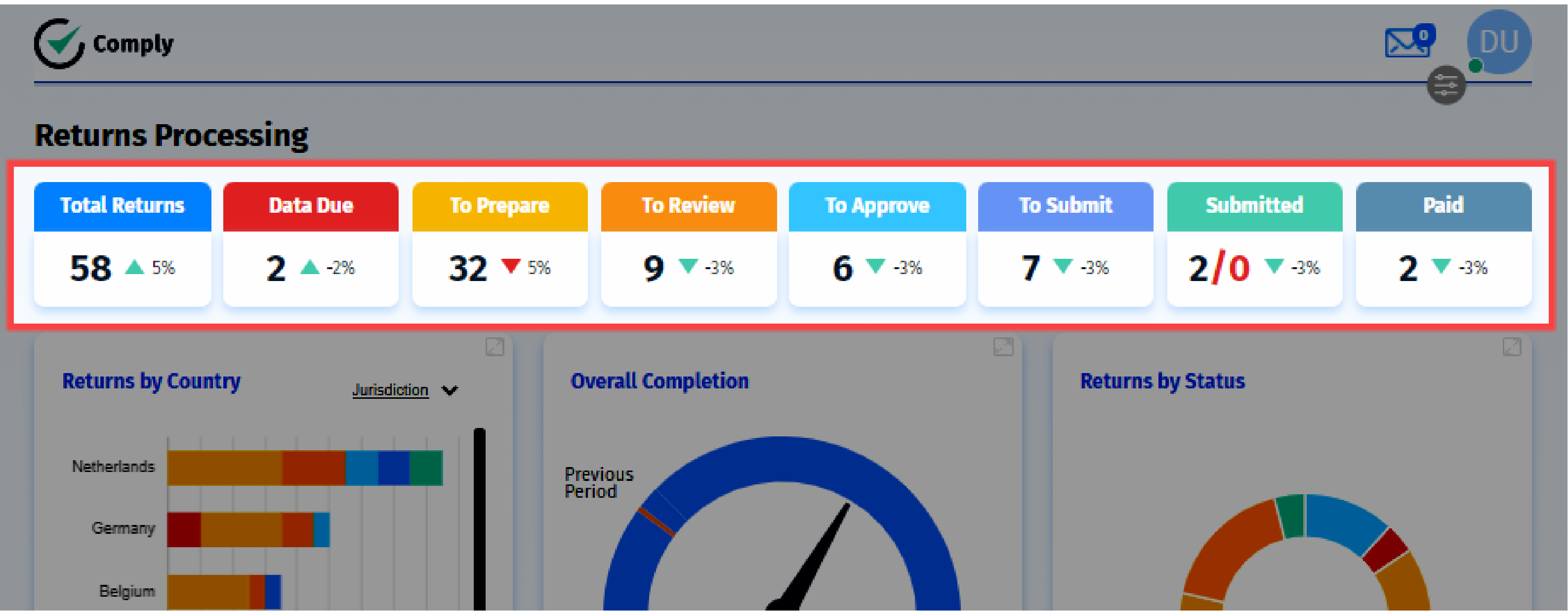
# 4. Returns Processing




The **Returns Processing** dashboard consists of 8 Current Totals and 5 widgets which provide the user with detailed analysis, stats and charts based on returns handling and processing. From here a user can view and analyse current workload and progress at a glance. These include:

- Returns by Country
- Overall Completion
- Returns by Status
- Returns by Type
- Returns by Assigned Person

## 4.1. Headline Figures




This data provides the user with a snapshot of the total returns for that period, broken down by task. These include:

- Total Returns

  Count of all returns with a return submission deadline based on the selections made on the global filters.

- Data Due

  Count of all returns with a return submission deadline within the filtered date period at status Data Due and based on the selections made on the global filters.

- To Prepare

  Count of all returns with a return submission deadline within the filtered date period at status To Prepare and based on the selections made on the global filters.

- To Review

  Count of all returns with a return submission deadline within the filtered date period at status To Review and based on the selections made on the global filters.

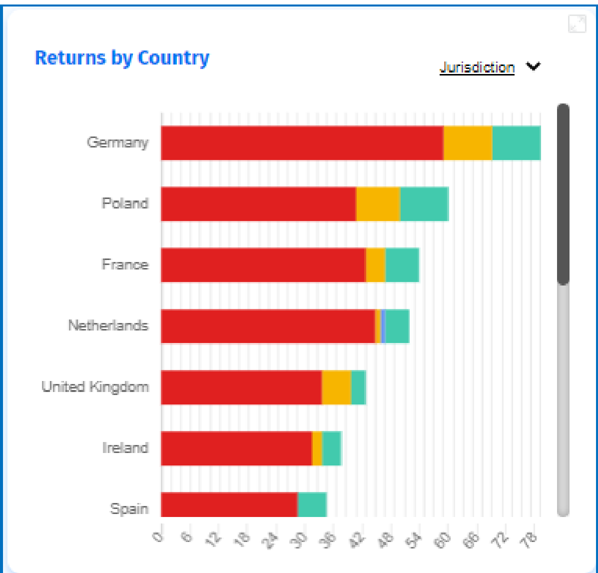
- To Approve
  Count of all returns with a return submission deadline within the filtered date period at status To Approve and based on the selections made on the global filters

- To Submit
  Count of all returns with a return submission deadline within the filtered date period at status To Submit and based on the selections made on the global filters.

- Submitted
  Count of all returns with a return submission deadline within the filtered date period at status Submitted and based on the selections made on the global filters.

- Paid
  Currently in Development

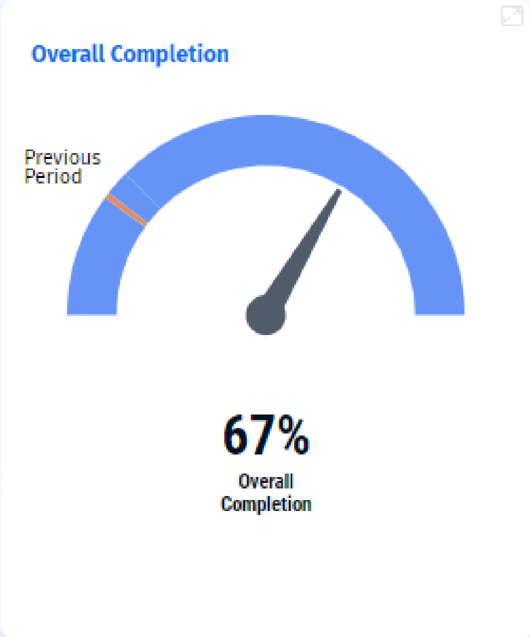
## 4.2. Returns by Country




The **Returns by Country** widget displays a colour coded status view of returns by Country.

Note: The user can chose to filter the view to show returns by Entity instead, by clicking the drop down arrow beside Jurisdiction.

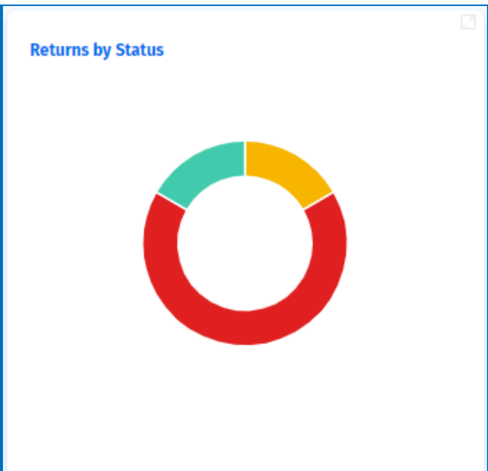
## 4.3. Overall Completion




The **Overall Completion** widget provides the user with a graph displaying the % overall completion stats, based in the average status weighting across all returns for the filtered period.

The system multiplies each weighting by the number of returns at that status and calculates a percentage average by dividing by the total return weighting by the number of returns within the filtered date period and multiply by 100%.

## Returns by Status




This widget displays a breakdown of return readiness for that period, by Status.

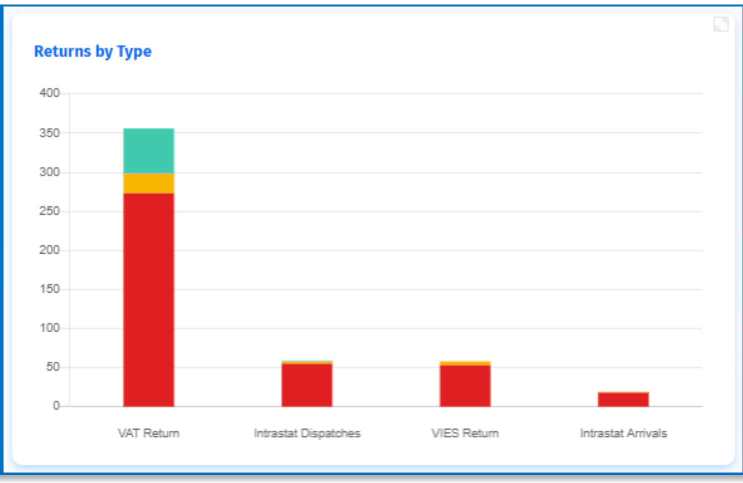
Colour Coded to show:

Green = Submitted

Orange = At Risk

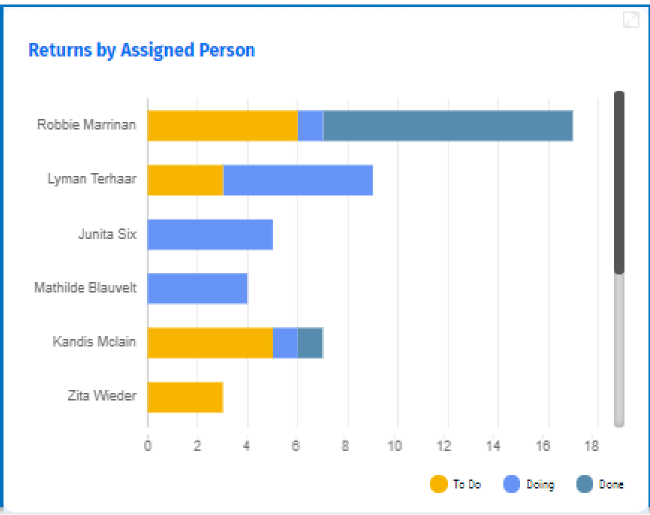
Red = Late

## 4.5. Returns by Type




This bar chart in this widget displays the status of the returns by Return Type for the filtered period.

## 4.6. Returns by Assigned Person

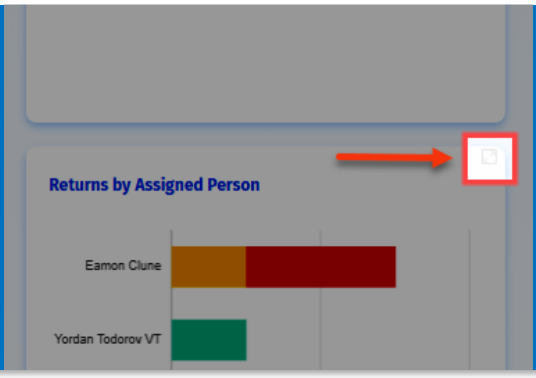



The **Returns by Assigned Person** bar chart is a breakdown of returns and their status by the person assigned.

Please Note:

- If the Assignee's role is Reviewer and if the status of the return is Data Due or To Prepare, **then the return will appear as To Do**.
- If the Assignee's role is Reviewer and if the status of the return is To Review, **then the return will appear as Doing.**
- If the Assignee's role is Reviewer and if the status of the return is To Approve or To Submit, **then the return will appear as Done.**

Note: All of these can be expanded by clicking the Expand button in the top right-hand corner of the widget.

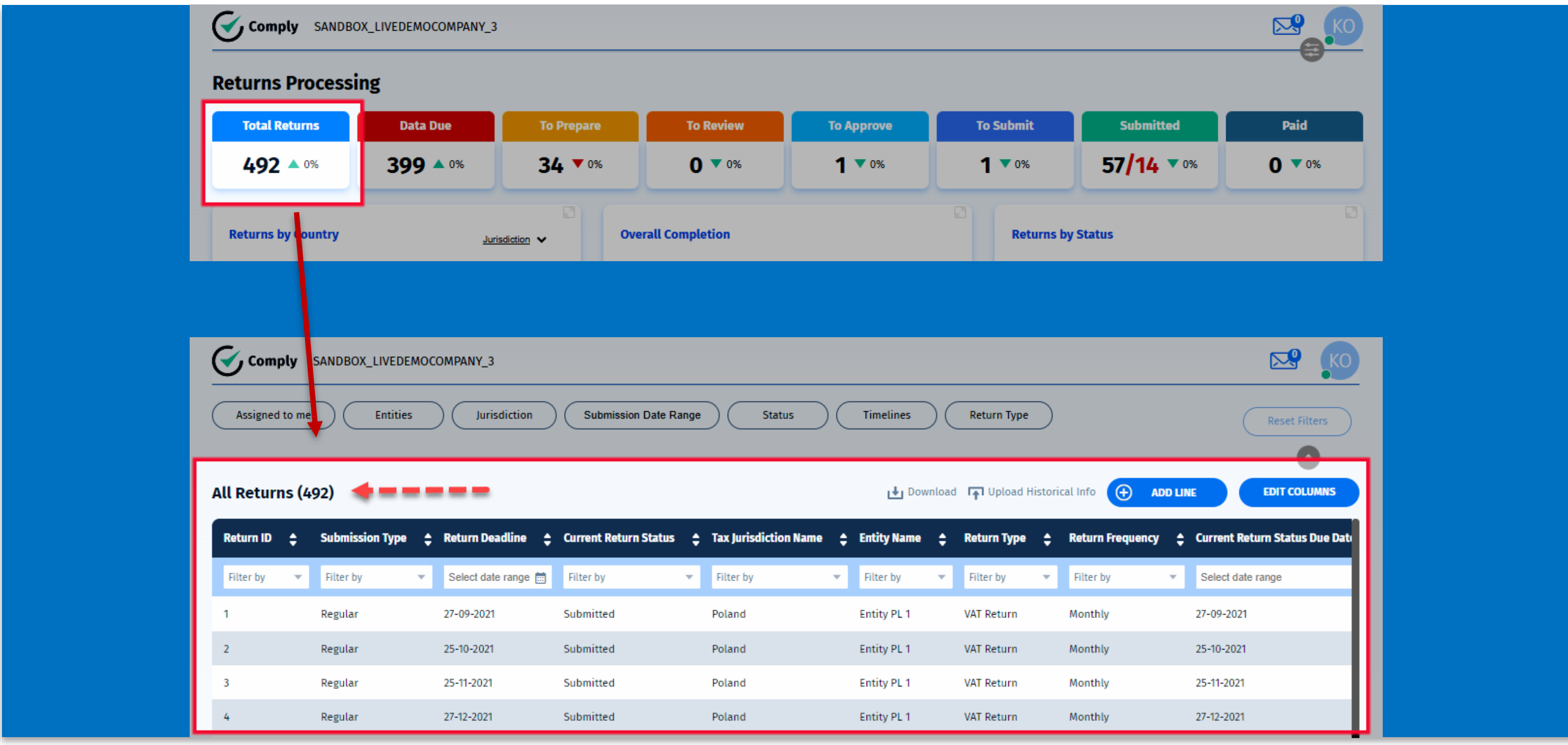


## 4.7. Drilldowns

These insights are interactive and allow the user to drill down into specific data as required.

### 4.7.1. Headline Figures

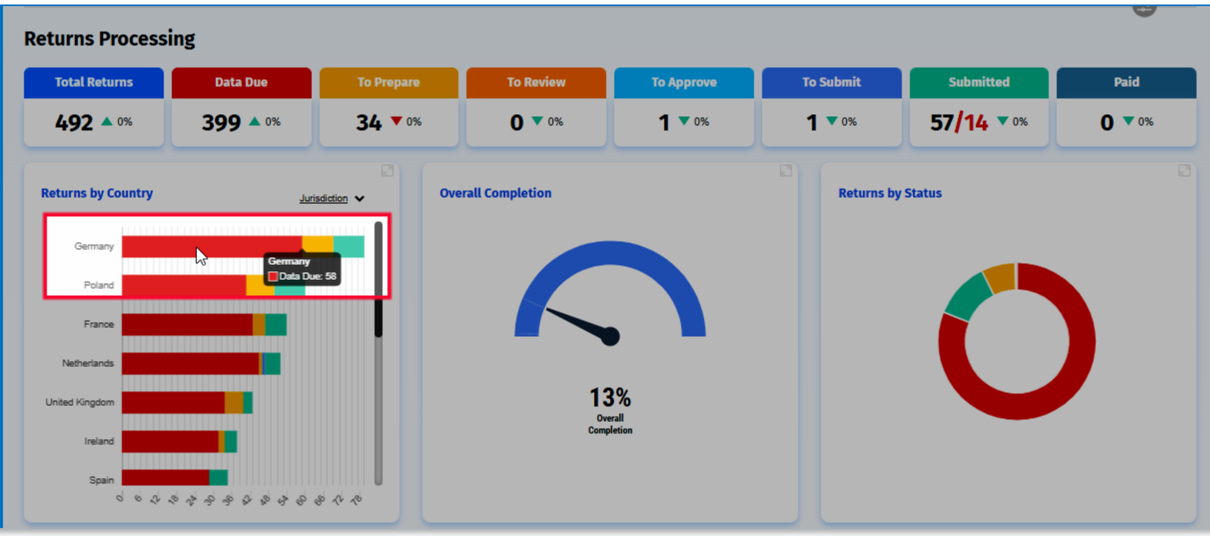
If the user clicks on any of the headline figures, this opens the All Returns page, displaying those specific returns.



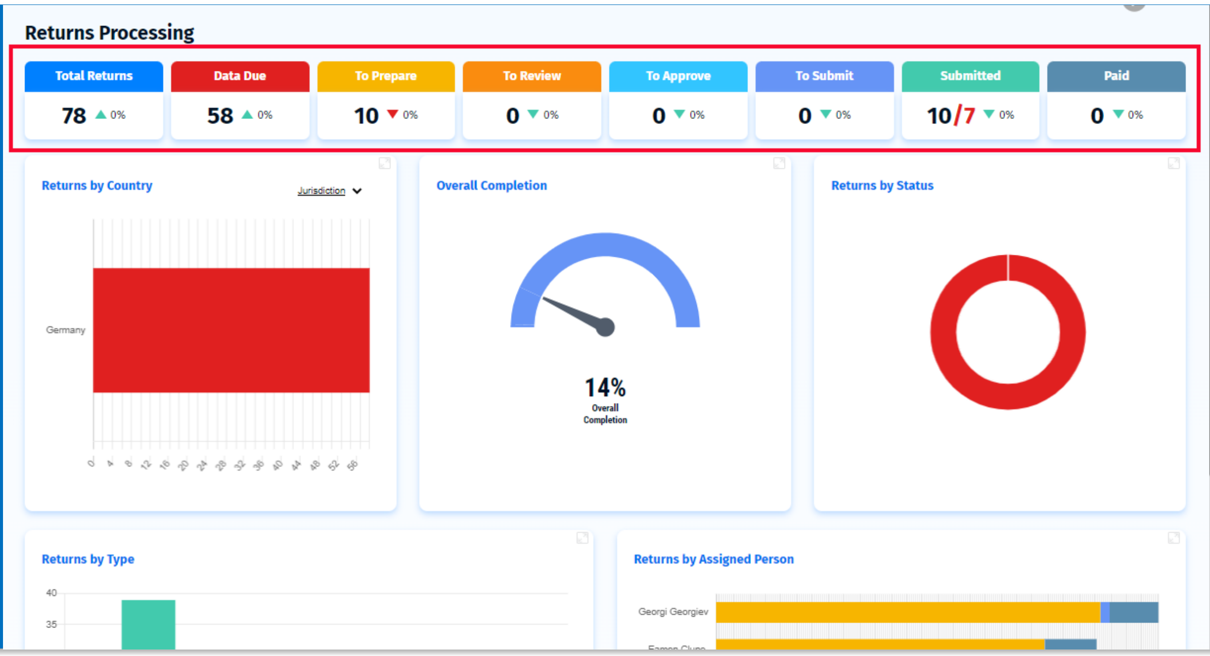
### 4.7.2. Graphs

Most graphs are also interactive, and by clicking on a bar, the user can drill down into data and insights based on that selection. All other headline figures and graphs will be updated to reflect the selected data.

For example, the user selects Germany on the Returns by Country graph…




All other Headline figures and graphs are updated to reflect analysis based on returns for Germany.



### 4.7.3. Additional Examples:

Clicking on a status for a particular jurisdiction on the Returns by Country table:

- Overall Completion is recalculate based on the figures for that jurisdiction.
- Return by Status recreates based on the status split for that jurisdiction.
- Returns by Type displays the split of selected status across the return types for that jurisdiction.
- Returns by Assigned Person – no change.

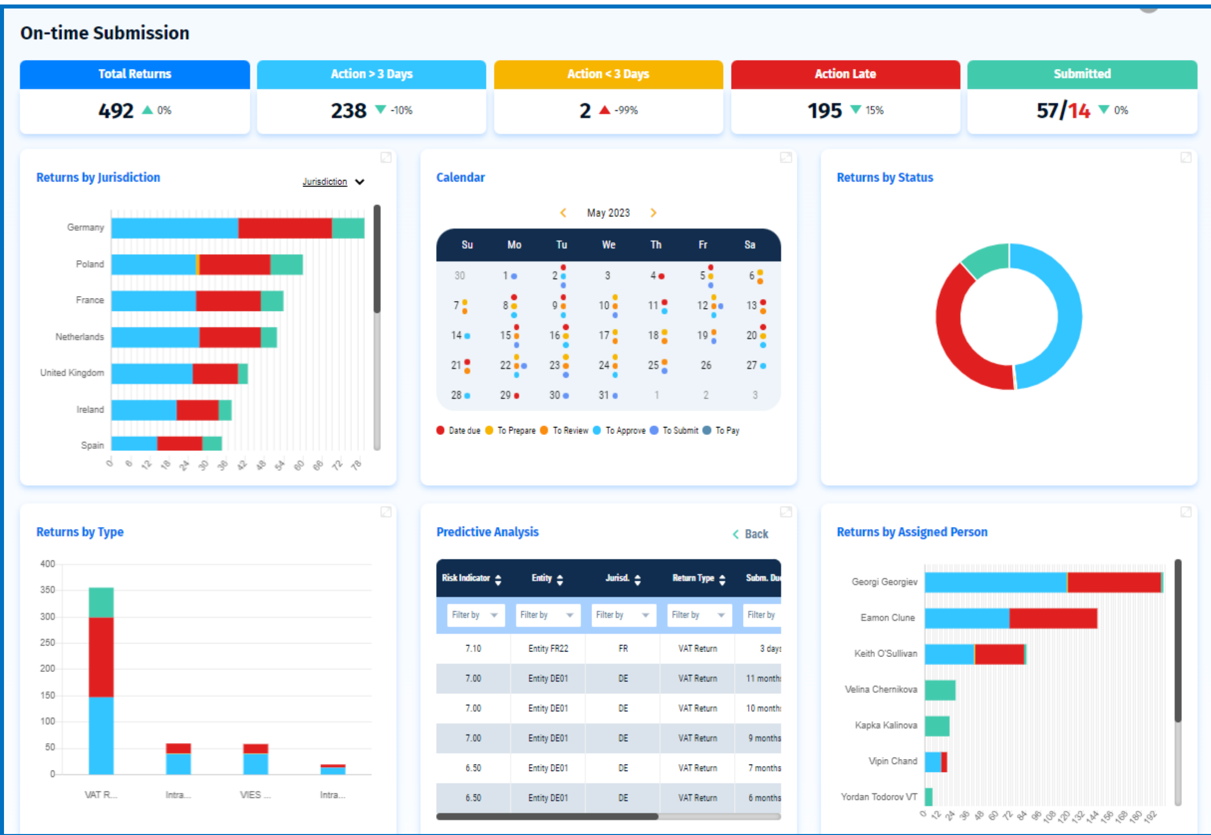
Clicking on a status for a particular return status on the Returns by Status table:

- Returns by Jurisdiction displays the split of that return status across jurisdictions.
- Overall Completion to recalculate based on the figures for that return type.
- Return by Type recreates based on that return status split across return types.
- Returns by Assigned Person – no change.

Clicking on a status for a particular return type on the Returns by Type table:

- Returns by Jurisdiction displays the split of that return type across jurisdictions.
- Overall Completion to recalculate based on the figures for that return type.
- Return by Status recreates based on the status split for that return type.
- Returns by Assigned Person – no change.

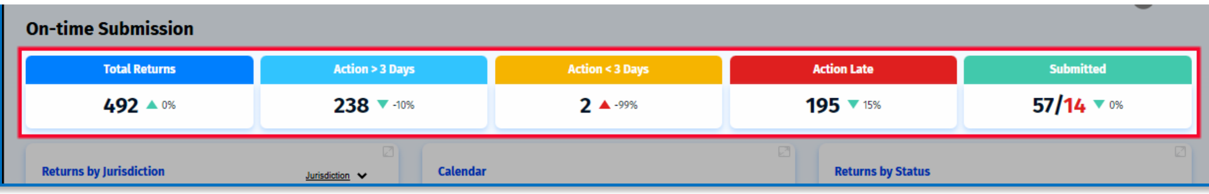
# 5. On-Time Submission




The **On-Time Submission** dashboard consists of 7 widgets which provide the user with detailed analysis based on action status and forecasting. This enables the user to see where returns are being processed in a timely manner, but also provides insights into potential risks and issues which may cause returns to be processed late. These include:

- Headline Figures
- Returns by Jurisdiction
- Calendar
- Returns by Status
- Returns by Type
- Predictive Analysis
- Returns by Assigned Person

## 5.1. Headline Figures




This data provides the user with a snapshot of the total returns for that period including:

- Total Returns

  Count of all returns with a return submission deadline based on the selections made on the global filters.

- Action > 3 days

  Count of all returns with a return submission deadline within the filtered date period where the due date for the return status is greater than 3 days after today.

- Action < 3 days

  Count of all returns with a return submission deadline within the filtered date period where the due date for the return status is less than or equal to 3 days after today.

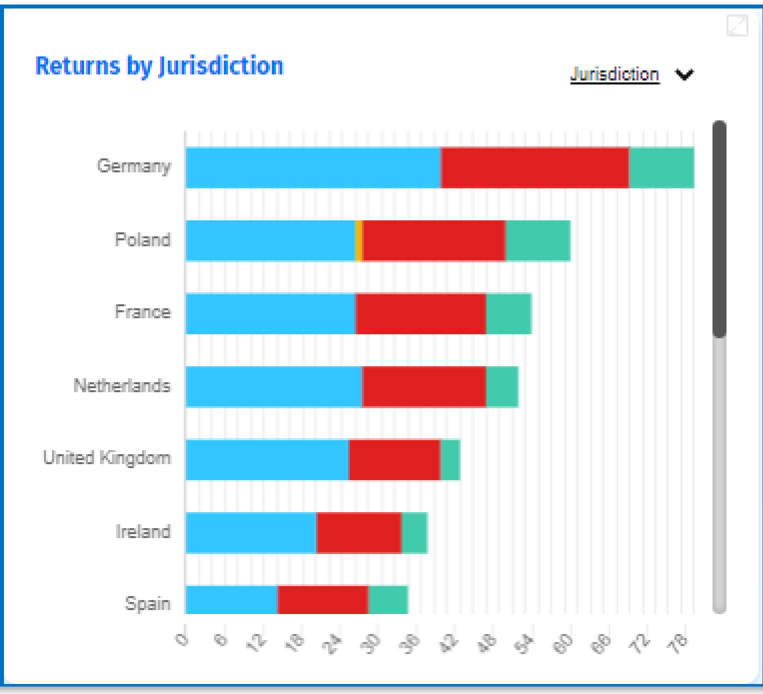
- Action Late

  Count of all returns with a return submission deadline within the filtered date period where the due date for the return status is past today's date.

- Submitted

  Count of all returns with a return submission deadline within the filtered date period at status Submitted. So "57/14" means 57 return was submitted, 14 of which were late.

## 5.2. Returns by Jurisdiction




This displays a colour coded status view of returns by jurisdiction/Entity for the filtered period.

Green – Submitted/Submitting

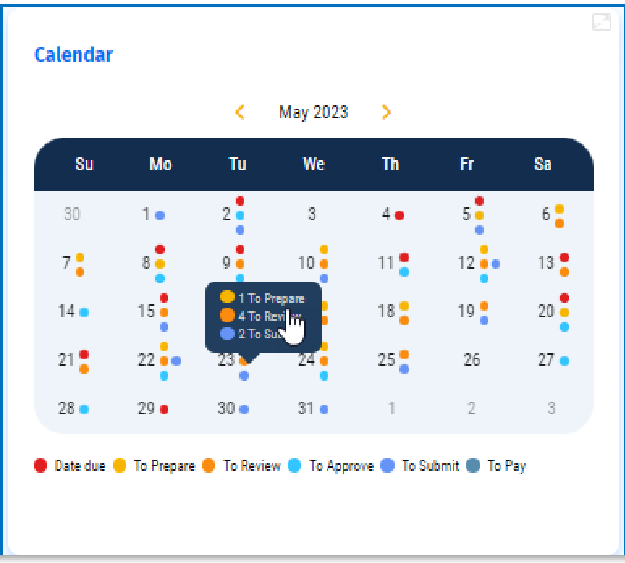
Blue – not Submitted/Submitting where the Action due date is more than 3 days from today.

Orange – not Submitted/Submitting where the Action due date is within the next 3 days from today.

Red– not Submitted/Submitting where the Action due date is past today.

Note: Click the Drop-down option to filter the graph by Entity.

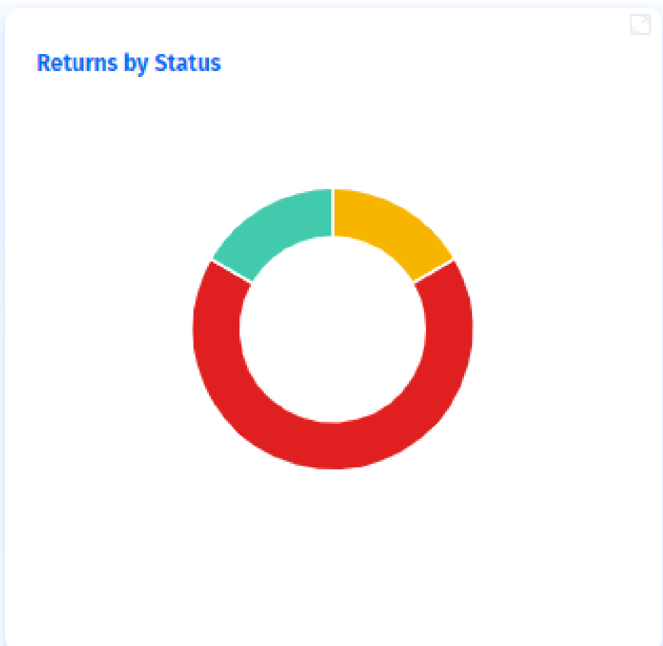
## 5.3. Calendar




The Calendar provides the user with a month view of returns tasks. It shows the user colour coded actions/tasks which are required by day.

Hover over a date to reveal the number of returns at each status.

## 5.4. Returns by Status




The simple chart displays a breakdown of returns readiness for that period by Status.

Colour Coded to show:

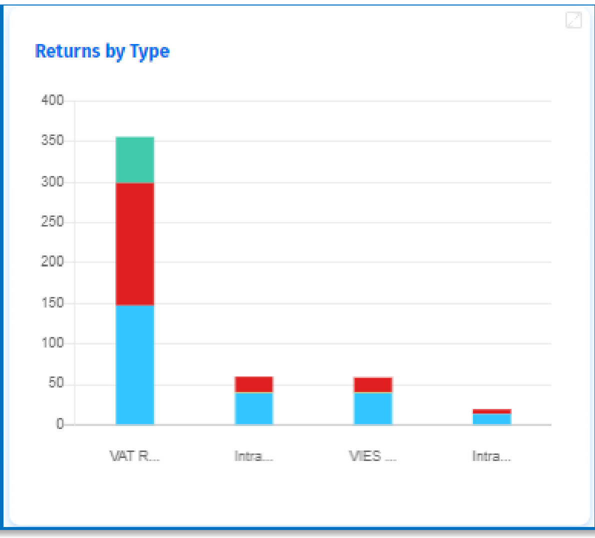
Green = Submitted

Orange = Action < 3 days

Blue = Action > 3 days

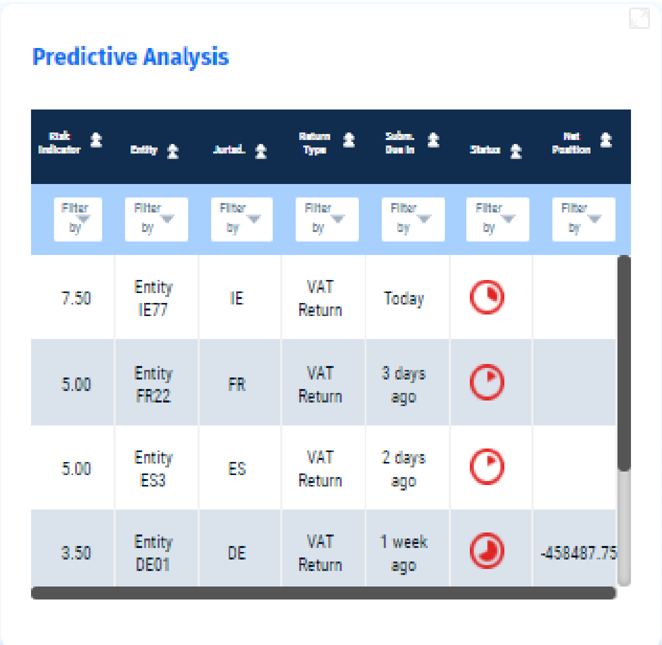
Red = Late

## 5.5. Returns by Type




This bar chart displays the returns (split by Status), by Return Type.

## 5.6. Predictive Analysis


Predictive Analysis

| Risk Indicator | Entity | Jurisd. | Return Type | Subm. Due in | Status | Net Position |
|---|---|---|---|---|---|---|
| Filter by | Filter by | Filter by | Filter by | Filter by | Filter by | Filter by |
| 7.50 | Entity IE77 | IE | VAT Return | Today | | |
| 5.00 | Entity FR22 | FR | VAT Return | 3 days ago | | |
| 5.00 | Entity ES3 | ES | VAT Return | 2 days ago | | |
| 3.50 | Entity DE01 | DE | VAT Return | 1 week ago | | -458487.75 |

The Predictive Analysis provides a breakdown of returns including Current Status, Due Date and Risk Indicator ( linked to Processing Risk from Global Dashboard).

Please Note:

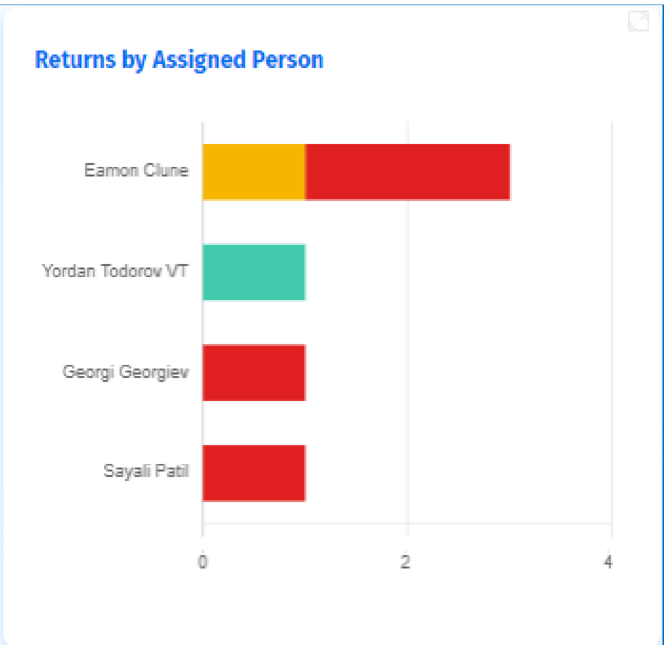
Current status – shown by a different colour

- Red – Action Late
- Orange – Action Due within 3 days after today
- Green – Action Due in more than 3 days after today

Return Status - shown by different fill of the circle:

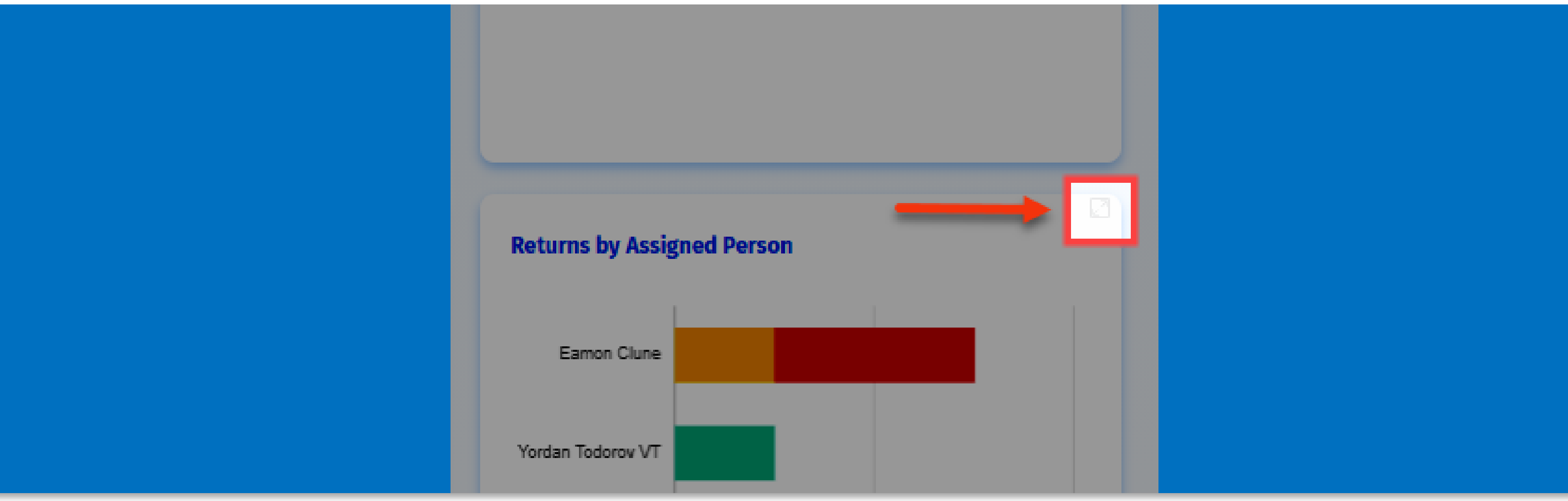
- Due Now - one slice
- To Prepare - 2 slices
- To Review - 3 slices
- To Approve - 4 slices
- To Submit or Submission Failed - 5 slices
- Submitting, Submitted - 6 slices, full circle

## 5.7. Returns by Assigned Person




The Returns by Assigned Person bar chart is a breakdown of returns and their status by the person assigned.

Note: All of these can be expanded by clicking the Expand button in the top right-hand corner of the widget.



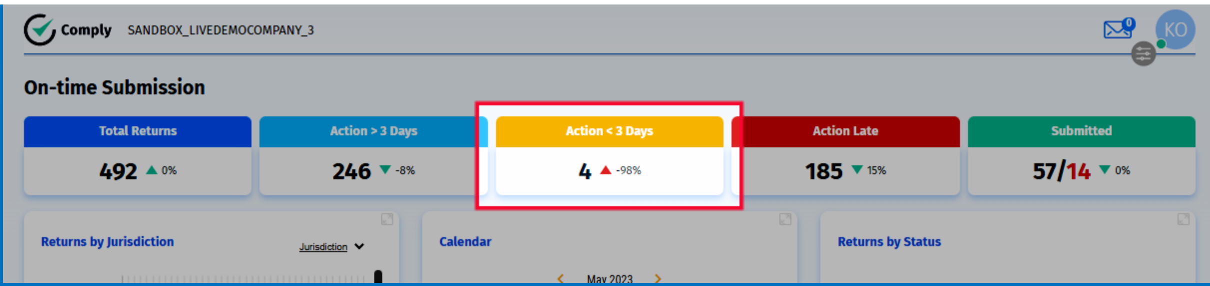
# 5.8. Drilldowns

These insights are interactive and allow the user to drill down into specific data as required.

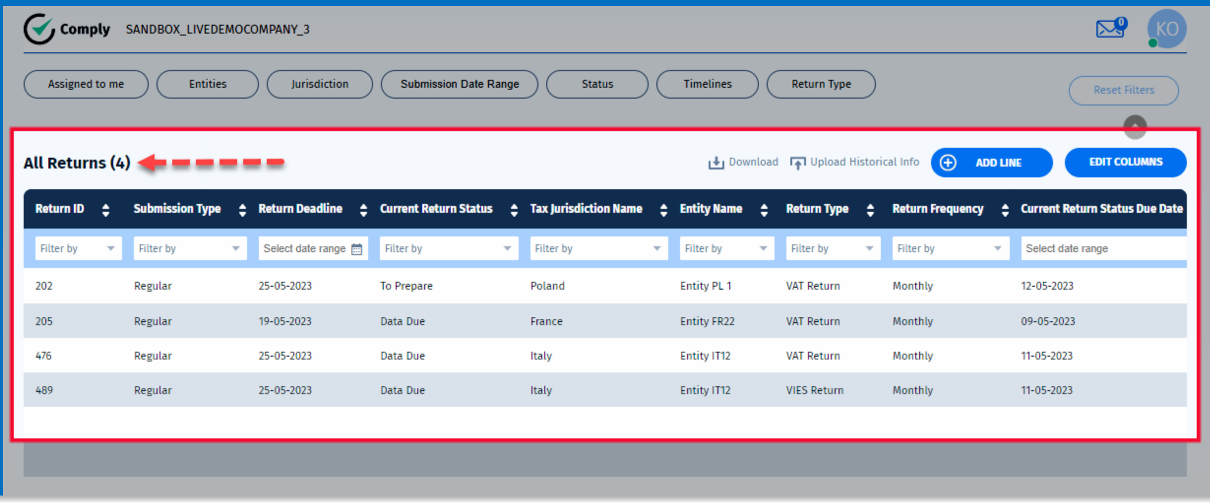
## 5.8.1. Headline Figures

If the user clicks on any of the headline figures, this opens the All Returns page, displaying those specific returns.

For Example: The user clicks on the Action < 3 Days…




The All Returns page is displayed, filtered to display only those selected returns.

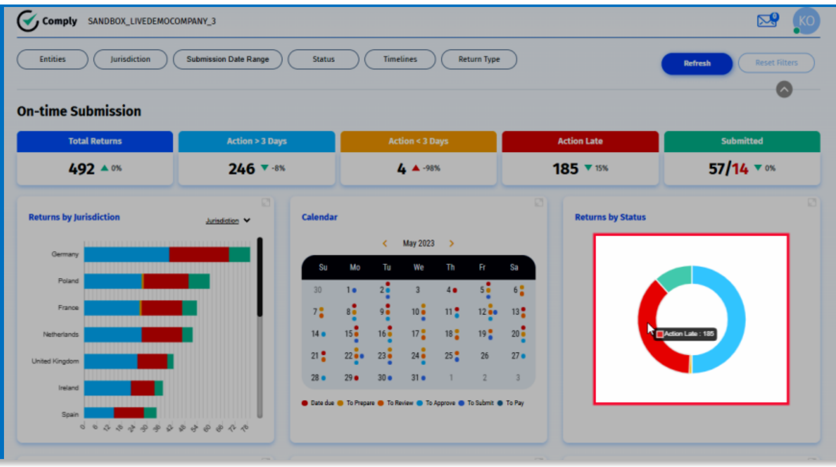



## 5.8.2. Graphs

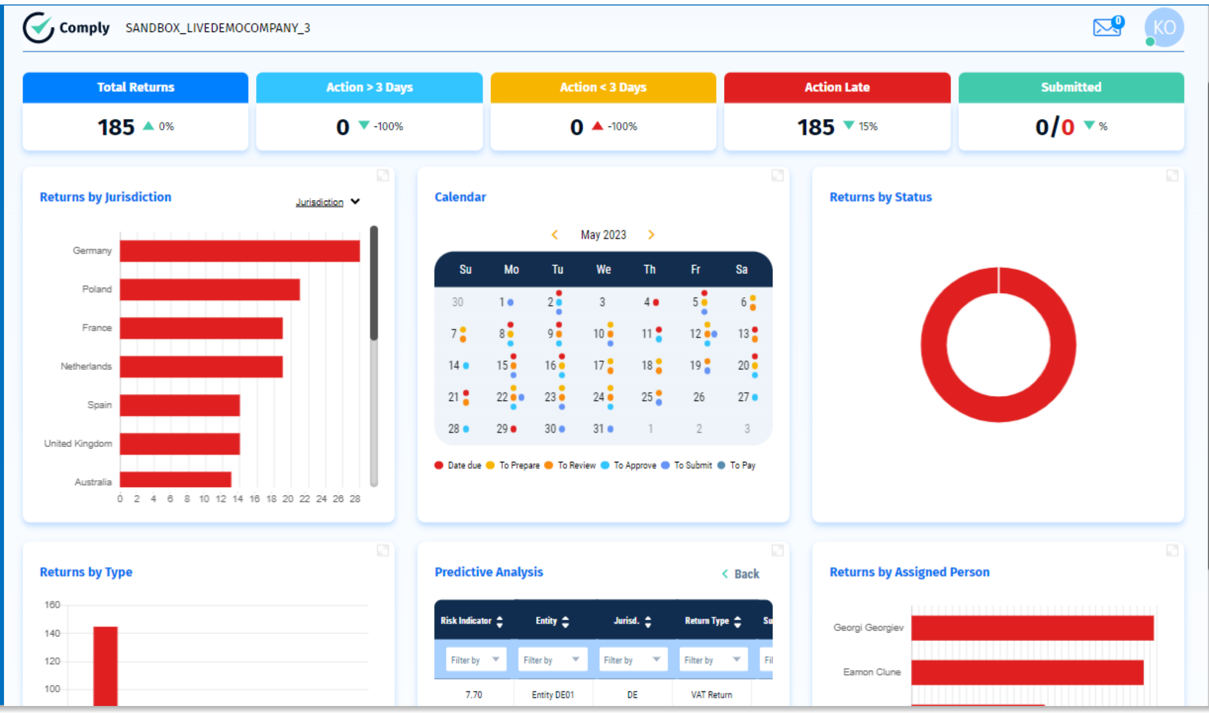
Most graphs are also interactive, and by clicking on a bar, the user can drill down into data and insights based on that selection. All other headline figures and graphs will be updated to reflect the selected data.

For Example:

If the user click the status on the Returns by Status chart….




Then all other headline figures and graphs are updated accordingly to reflect only the insights based on that return status.






Taxback International

### 5.8.3. Additional Examples:

Clicking on an Action status for a particular jurisdiction on the Returns by Jurisdiction table:

- Calendar – there is no change to this
- Return by Status displays the action status for that jurisdiction
- Returns by Type displays the split of selected action status across the return types for that jurisdiction
- Prediction Analysis table displays the returns for that jurisdiction with that action status
- Returns by Assigned Person displays the split of returns by action status per assigned user for that jurisdiction

Calendar is not interactive

Clicking on a status for a particular action status on the Returns by Status table:

- Returns by Jurisdiction displays the split of that action status across jurisdictions
- Calendar – no change
- Return by Type recreates based on that action status split across return types
- Prediction Analysis table displays the returns with that action status
- Returns by Assigned Person displays the split of returns per assigned user by action status

Clicking on a status for a particular return type on the Returns by Type table:

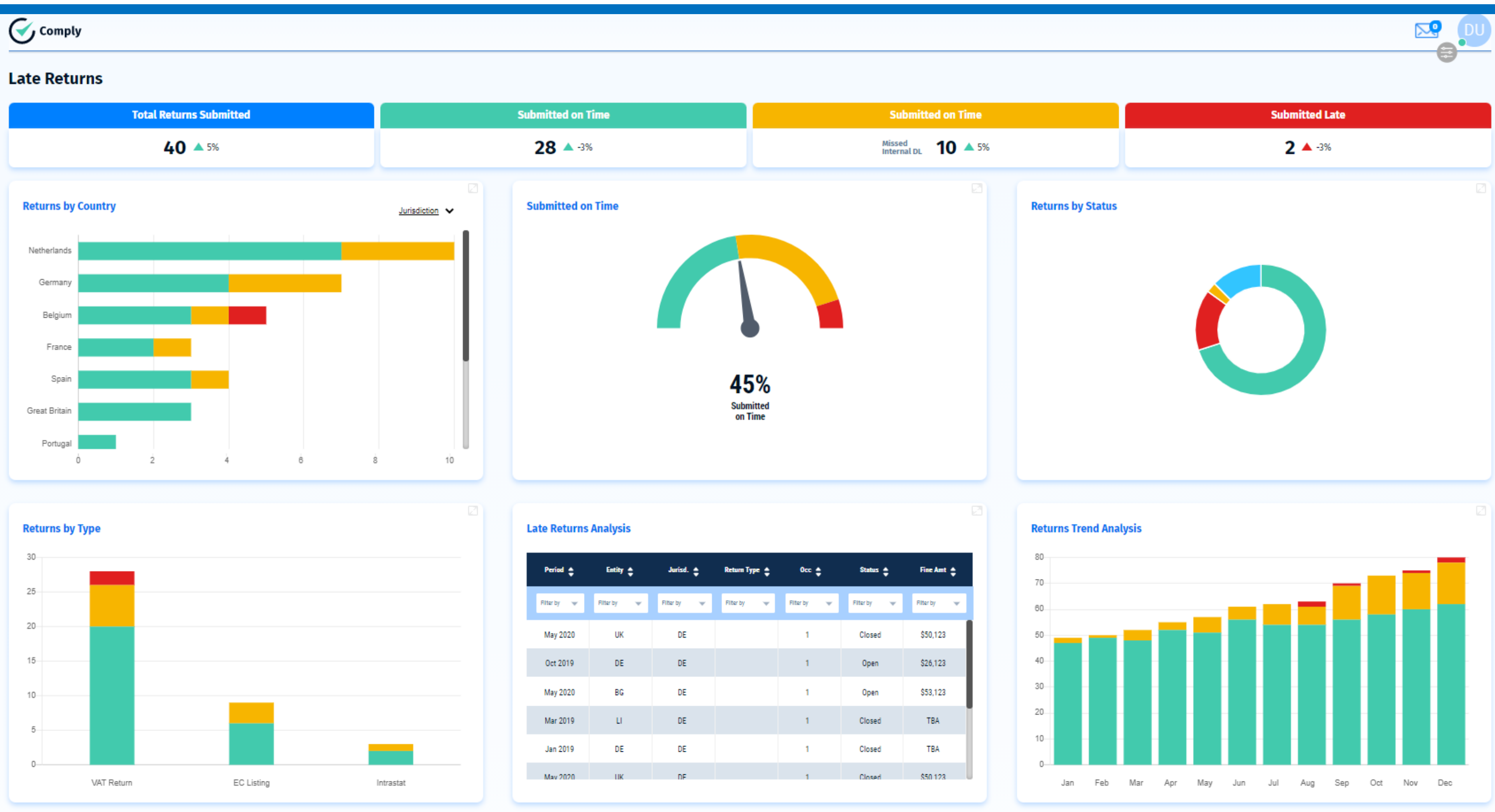
- Returns by Jurisdiction displays the split of that action status for that return type across jurisdictions
- Calendar – there is no change to this
- Return by Status displays the action status for that return type
- Returns by Type displays the split of selected action status across the return types for that jurisdiction
- Prediction Analysis table displays the returns for that return type with that action status
- Returns by Assigned Person displays the split of returns by action status per assigned user for that return type

Clicking on a status for a particular return on the Predictive Analysis table:

- Returns by Jurisdiction displays the jurisdiction of that return
- Calendar – there is no change to this
- Return by Status displays the action status for that return
- Returns by Type displays the return type of that return
- Prediction Analysis table displays the details of that returns
- Returns by Assigned Person displays the assigned user for that return

Returns by Assigned Person table is not interactive.

# 6. Late Returns

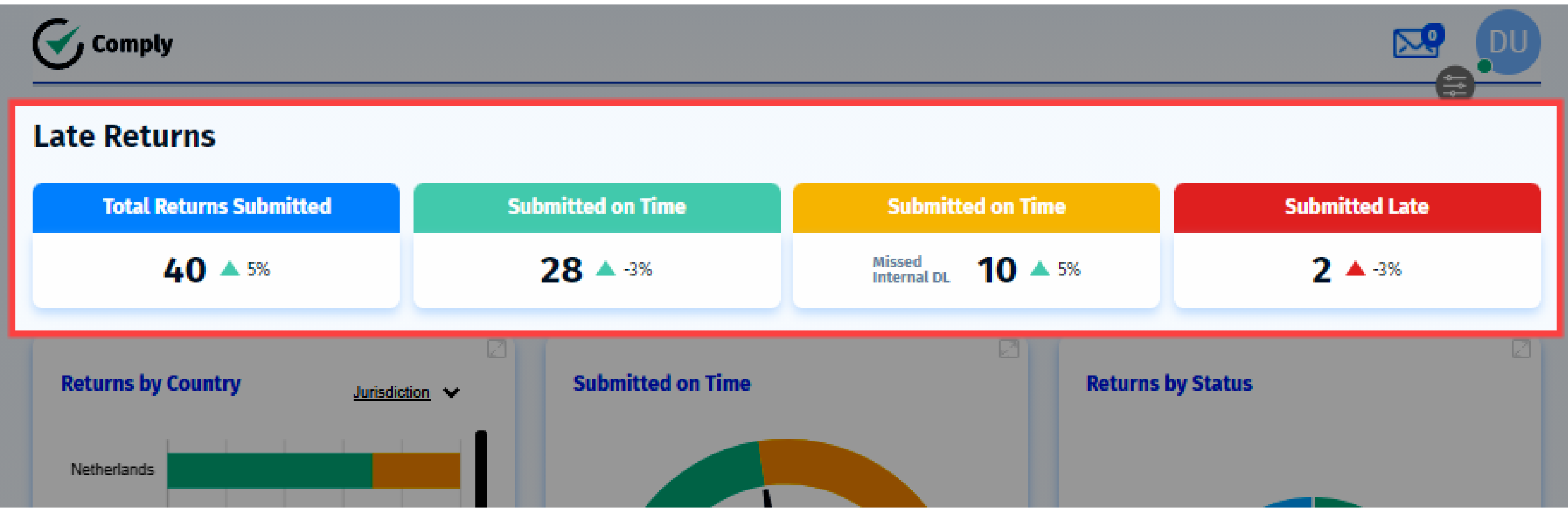



The **Late Returns** dashboard consists of 4 Totals and 7 widgets which provide the user with detailed analysis based returns for the selected period, broken down by status. This gives the user a visual representation of returns submitted, or were late during the process

These include:

- Headline Figures
- Returns by Country
- Submitted on Time
- Returns by Status
- Returns by Type
- Late Returns Analysis
- Returns Trend Analysis.

## 6.1. Headline Figures




This data provides the user with a snapshot of the total returns, by status, for that period including:

- Total Returns Submitted

  Count of all returns with status Submitted/Submitting and a return submission deadline based on the selections made on the global filters (default set to last month).

- Submitted on Time

  Count of all returns with a return submission deadline date based on the selections made on the global filters (default set to last month) and that were submitted on time and for which there were no internal deadlines missed.

- Submitted on Time – but missed an internal deadline

  Count of all returns with a return submission deadline date based on the selections made on the global filters (default set to last month) and that were submitted on time but for which there was at least one internal deadline missed.

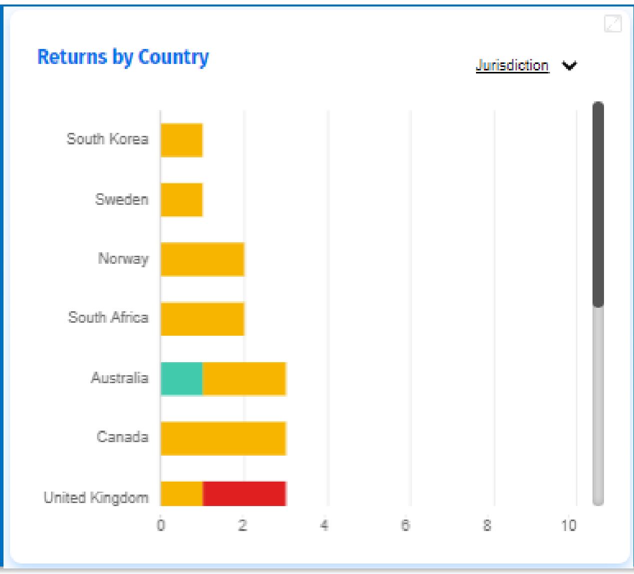
- Submitted Late

  Count of all returns with a return submission deadline date based on the selections made on the global filters (default set to last month) and that were submitted late.

Note 1: The Submission Date is recorded in the Audit History where it can be viewed and can also be viewed by adding the Date Submitted to Tax Office column from the Edit Columns button on the All Returns page.

Note 2: The Submission Date recorded in Comply is the workflow of submission which may not match the date the user submitted the return to the Tax Office. This is because the file is uploaded to the relevant tax office portal outside the comply platform.

## 6.2. Returns by Country



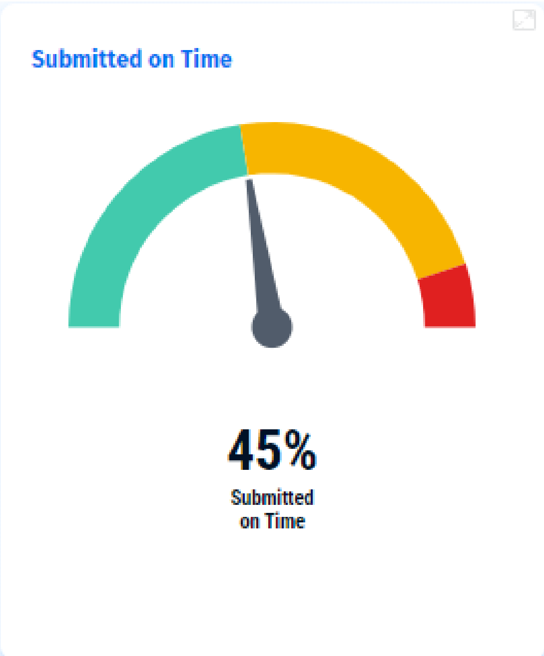

This displays a colour coded status view of returns by jurisdiction.

Green - Submitted on Time (No internal deadlines missed)

Orange - Submitted on Time (Missed at least one internal deadline)

Red – Submitted Late

## 6.3. Submitted on Time

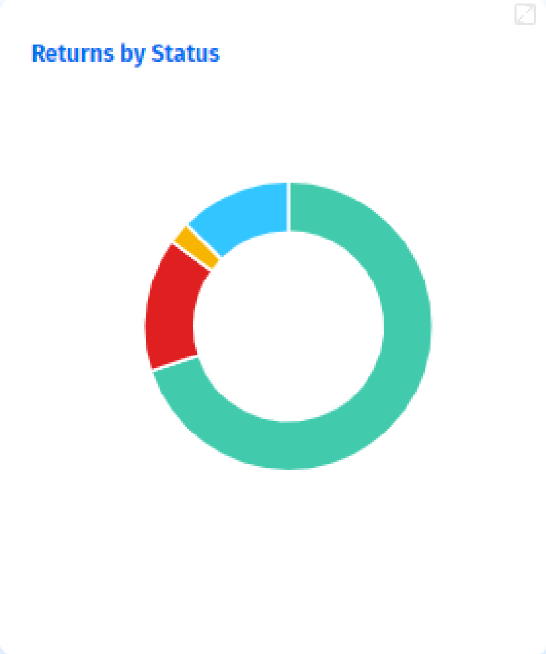



The **Submitted on Time** widget provides the user with the % of returns submitted on Time.

The remaining % is broken down by:

- Submitted on Time – but missed internal deadline.
- Submitted late.

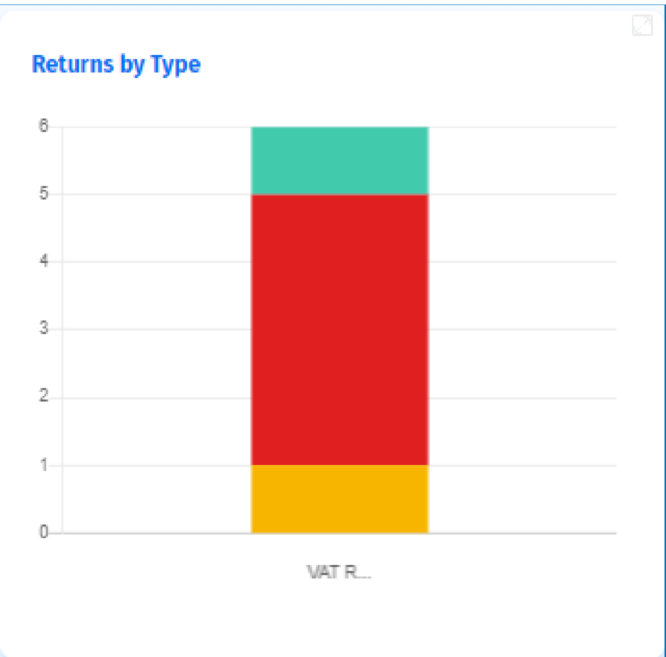
## 6.4. Returns by Status




The simple chart displays a breakdown of returns for that period by Status.

- **Green** – all returns that were submitted on time with no internal deadlines missed.
- **Red** - all returns that were submitted but the Data Due deadline was the first internal status deadline to be missed.
- **Yellow** - all returns that were submitted but the **To Prepare** deadline was the first internal status deadline to be missed.
- **Orange** - all returns that were submitted but the **To Review** deadline was the first internal status deadline to be missed.
- **Light Blue** - all returns that were submitted but the To Approve deadline was the first internal status deadline to be missed.
- **Medium Blue** - all returns that were submitted but the To Submit deadline was the first internal status deadline to be missed.
- **Dark Blue** - all returns that were submitted but the Submitted deadline was the first internal status deadline to be missed.

## 6.5. Returns by Type




This bar chart displays a breakdown of Submission Status by Return Type

## 6.6. Late Returns Analysis


Late Returns Analysis

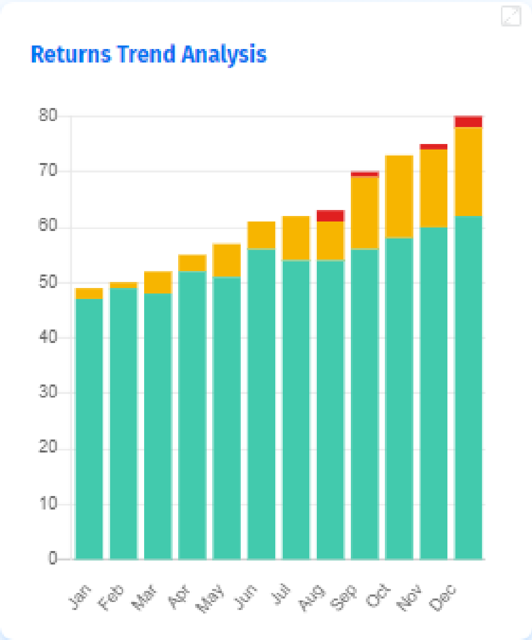
| Period | Entity | Jurisd. | Return Type | Occ | Status | Fine Amt |
|---|---|---|---|---|---|---|
| Filter by | Filter by | Filter by | Filter by | Filter by | Filter by | Filter by |
| May 2020 | UK | DE | | 1 | Closed | $50,123 |
| Oct 2019 | DE | DE | | 1 | Open | $26,123 |
| May 2020 | BG | DE | | 1 | Open | $53,123 |
| Mar 2019 | LI | DE | | 1 | Closed | TBA |

The **Late Returns Analysis** widget provides a breakdown of late returns broken down by:

- Period
- Entity
- Jurisdiction
- Type
- Occurrence
- Status
- Fine Amount (Not available in Comply yet)

This table is ordered by Return Period.

## 6.7. Returns Trend Analysis

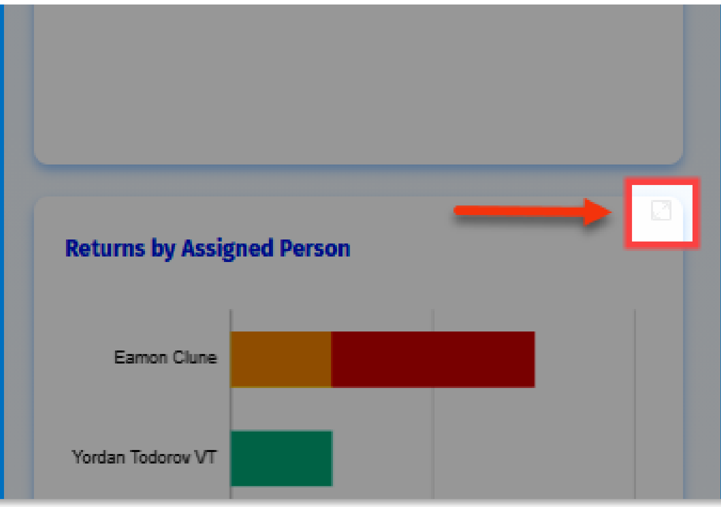



The **Returns Trend Analysis** widget provides a trend of returns over a period of time broken down by:

- Submitted on Time
- Submitted on Time – missed internal deadline
- Submitted Late

Returns are grouped by month.

Note: All of these can be expanded by clicking the Expand button in the top right-hand corner of the widget.



## 6.8. DrillDowns

Just like in previous sections, some insights and graphs are interactive.

### 6.8.1. Headline Figures

Click on any headline figure to open the all returns page filtered to display only the returns from that headline figure.

### 6.8.2. Graphs

Click on any bar or section of specific interactive graphs, this will filter and update the other headline figures and graphs accordingly.

### 6.8.3. Additional Examples:

Clicking on Submission status for a particular jurisdiction on the **Returns by Country table**:

- Submitted on Time displays the percentage of returns that were submitted on time for that jurisdiction. If all returns were submitted late for the jurisdiction, then "No data to show" is displayed.
- Return by Status displays the Submitted returns for that jurisdiction split be return status.
- Returns by Type displays the Submitted returns for that jurisdiction across the return types
- Late Returns Analysis table displays the Submitted returns for that jurisdiction that were submitted late.
- Returns Trend Analysis displays the Submitted returns split by submission status for that jurisdiction per submission over time.

**Submitted on Time** is not interactive

**Returns by Status** is not interactive

Clicking on a return type on the Returns by Type table:

- Returns by Country displays the split of that Submission status for that return type across jurisdictions
- Submitted on Time rate recalculates the percentage of returns Submitted on Time for that return type
- Return by Status displays the Submitted returns for that return type split by return status.

- Returns by Type displays the Submitted returns for that return type split of submission status
- Prediction Analysis table displays the returns for that return type with a Late Submission status
- Returns Trend Analysis displays the Submitted returns split by submission status for that return type per submission over time.

Clicking on a particular return on the **Late Returns Analysis** table:

- Returns by Country displays the jurisdiction of that return
- Submitted on Time rate – shows the percentage of returns submitted on time, if applicable
- Return by Status displays the status for the return causing the late submission
- Returns by Type displays the return type of that return
- Late Returns Analysis table displays the details of that return
- Returns Trend Analysis displays the submission status of that return over time

**Returns Trend Analysis** is not interactive.

# 7. Trend Analysis

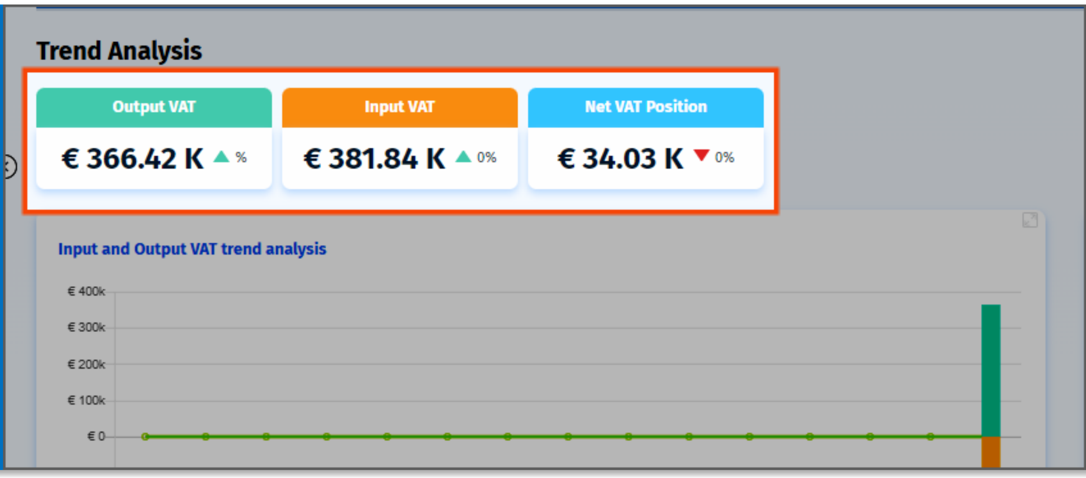

The Trend Analysis dashboard consists of the following 3 graphs:

- Input and Output VAT Trend Analysis
- Net VAT Positon Trend Line
- Input and Output VAT Variance Analysis

This shows the user the fluctuations of **Input and Output VAT** and **Net VAT Position** at return level over time. It also compares the Variance in Input and Output figures from the current period with the previous period.

## 7.1. Headline Figures

The **Input VAT**, **Output VAT** and Net **VAT Position** are displayed at the top.




- Output VAT:

  This displays the total EUR value of Output VAT for all VAT Returns for the filtered period.

- Input VAT:

  This displays the total EUR value of Input VAT for all VAT Returns for the filtered period.

- Net VAT Position:

  This is the total EUR Value of Net VAT Position amounts for all VAT Returns for the filtered period.

Note: All graphs and values are displayed by default for the current period, however filters can be used to display values and graphs by other filtered data.

## 7.2. Input and Output VAT Trend Analysis

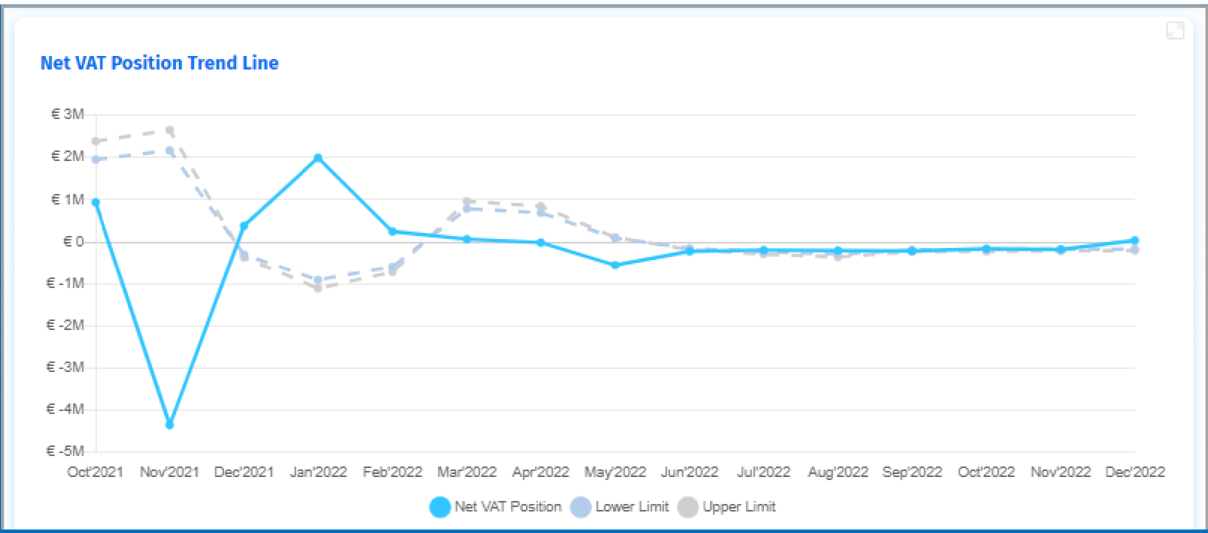

This graph plots the total of the EUR Output VAT and EUR Input VAT amounts on a monthly basis for all returns with a submission deadline in a particular month for the filtered period.

This  plots the trend across up to 14 months prior to the current month) irrespective of the return status.

It also shows the Output VAT and Input VAT trend lines. The trend line is based on a rolling average of the Output VAT and Input VAT amounts from the prior 3 months.

Note: Hovering over any point on the graph will display total Output/Input VTA from all returns for that period.

## 7.3. Net VAT Positon Trend Line




This graph plots the total EUR Net VAT Position amounts on a monthly basis for all returns with a submission deadline in a particular month for the filtered period.

This trendline includes up to 14 months prior to the current month.

- For returns at a status of Data Due or To Prepare, the Forecast Net VAT Position is used.
- For returns at status To Review, To Approve, To Submit, Submitted then the Net VAT Position figure is used.

It also shows the Upper and Lower limit lines.

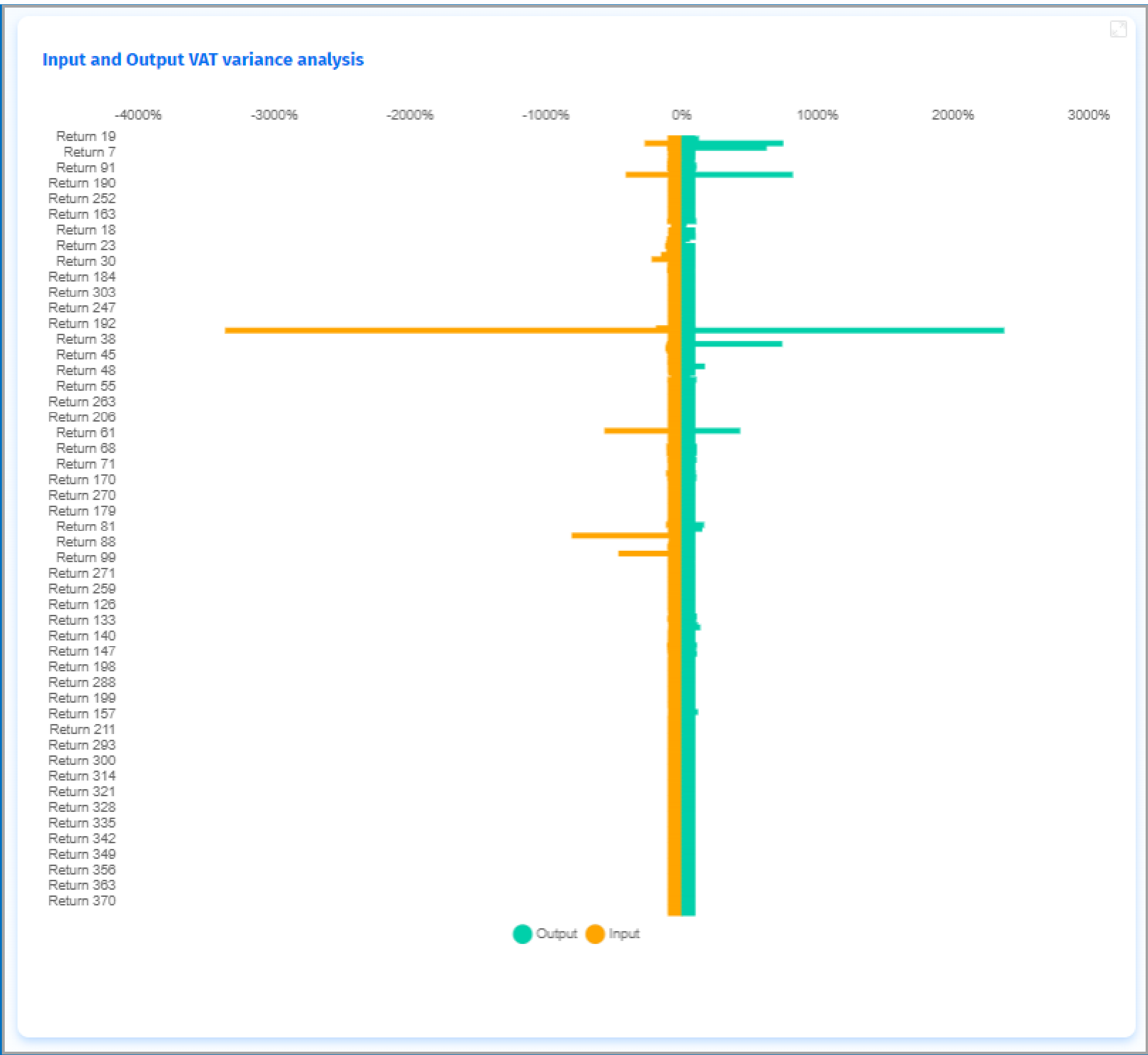
The upper limit line is calculated based on a rolling average of the EUR Net VAT Position figures for the prior 3 months increased by 10%.

The lower limit line is calculated based on a rolling average of the EUR Net VAT Position figures for the prior 3 months reduced by 10%.

Note: If there is only data available for 2 months (or 1 month), then get the average based on 2 months (or 1 month).

Note: Hovering over any point on the graph will display total Net VAT Position for all returns for that period.

## 7.4. Input and Output VAT Variance Analysis




This graph displays the Variances for both Input and Output VAT by Return.

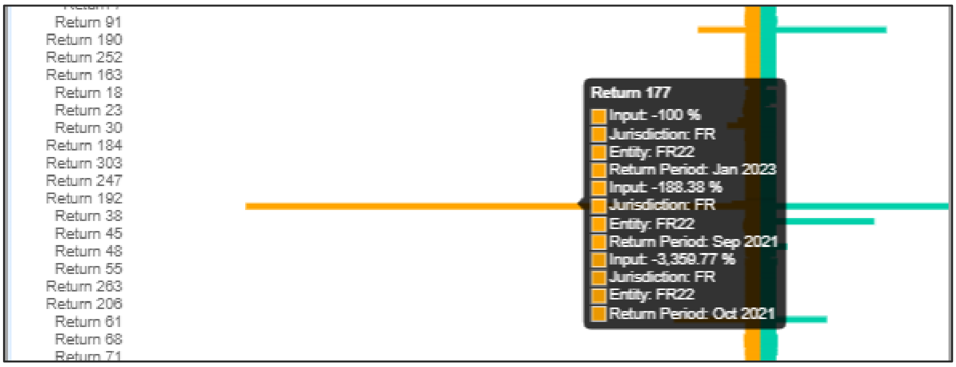
Input VAT:

Displays the difference between the current return period and the previous return period as a percentage, for the same jurisdiction/entity/frequency. Multiply by -1.

Output VAT:

Displays the difference between the current return period and the previous return period as a percentage for the same jurisdiction/entity/frequency.

Note: Hovering over any point on the graph will display return specific data.



## 7.5. Drilldowns

These insights are also interactive and allow the user to drill down into more specific detailed analysis.

### 7.5.1. Headline Figures

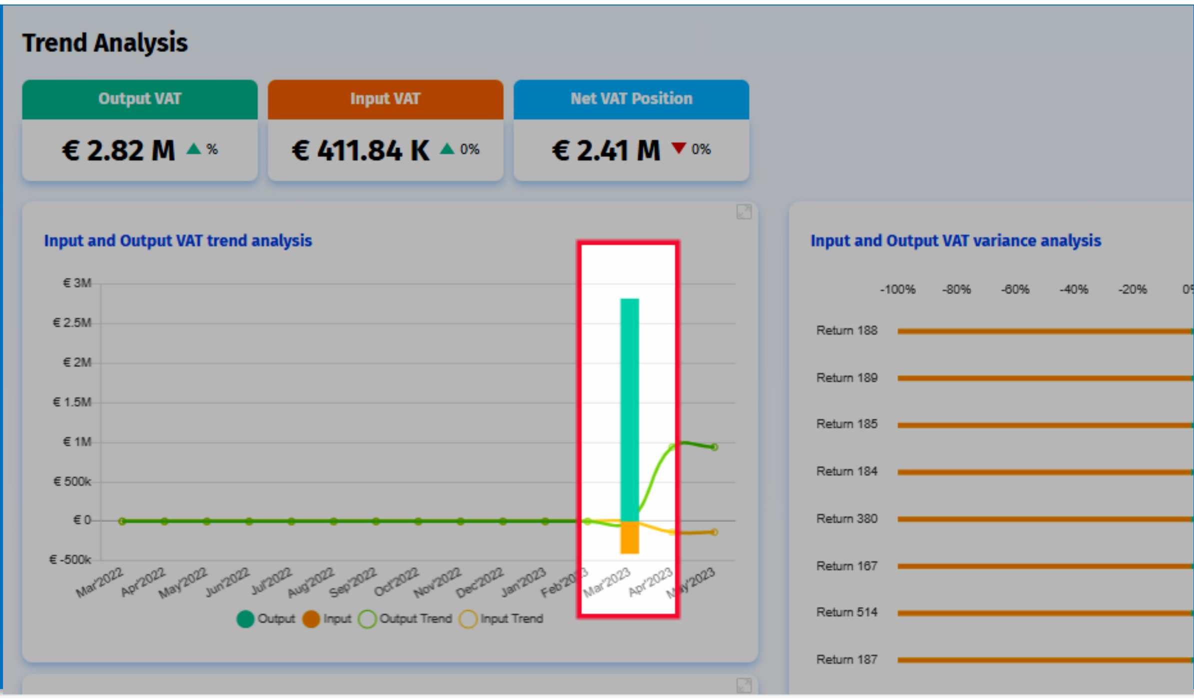
Click on any of the headline figures and this opens the All Returns page, filtered to display all the returns that relate to that headline figure.

### 7.5.2. Graphs

Clicking on an Output or Input bars or an Output or Input Trend Line on the Input and Output VAT Trend Analysis chart presents the user with the returns that had a submission date for that month. The user can see which returns contribute to the Output and Input VAT figures.

Clicking on points on the Net VAT Position Trend line or on the Upper or Lower limit lines presents the user with the returns that had a submission date in that month. The user can see which returns contribute to the Net VAT Position figure.

Example: Click the bar.



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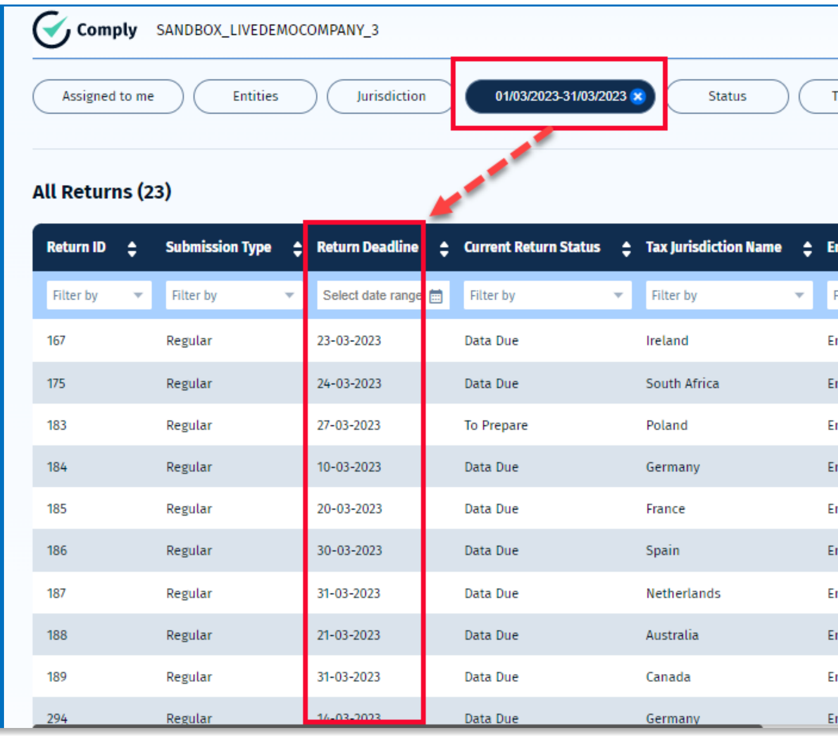
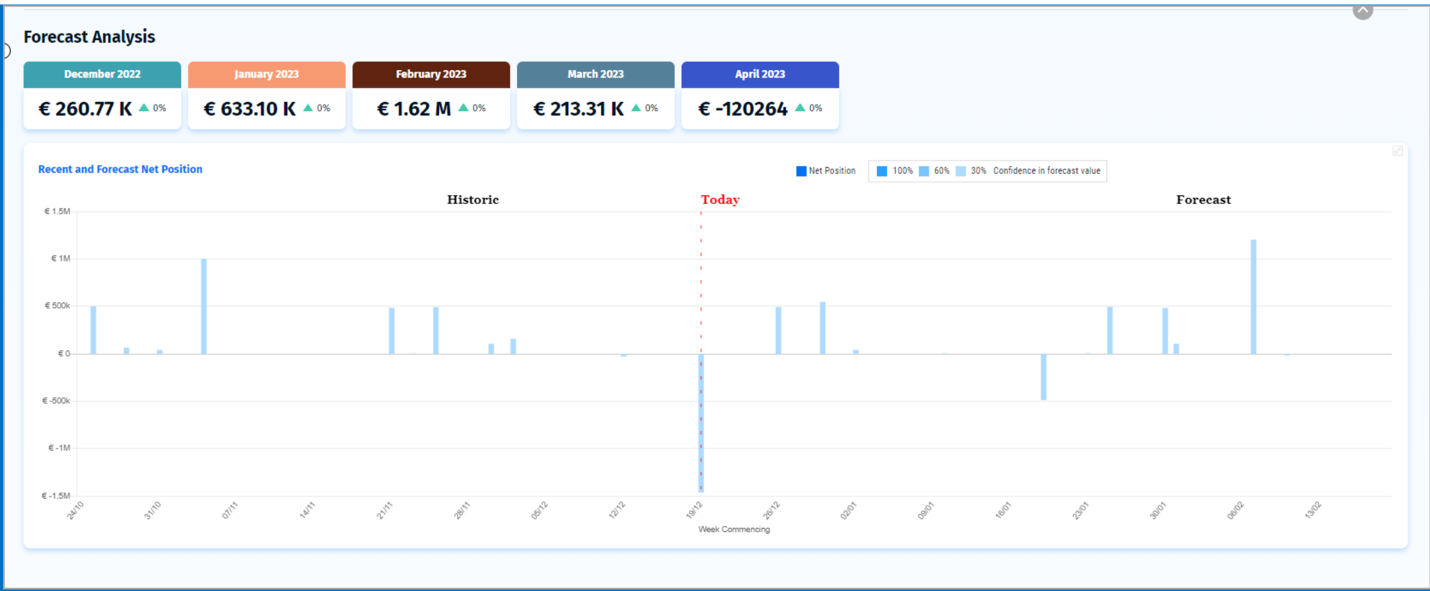
Result:


Comply
SANDBOX_LIVEDEMOCOMPANY_3
Assigned to me
Entities
Jurisdiction
01/03/2023-31/03/2023
Status
All Returns (23)
Return ID
Submission Type
Return Deadline
Current Return Status
Tax Jurisdiction Name
Filter by
Select date range
167 Regular 23-03-2023 Data Due Ireland
175 Regular 24-03-2023 Data Due South Africa
183 Regular 27-03-2023 To Prepare Poland
184 Regular 10-03-2023 Data Due Germany
185 Regular 20-03-2023 Data Due France
186 Regular 30-03-2023 Data Due Spain
187 Regular 31-03-2023 Data Due Netherlands
188 Regular 21-03-2023 Data Due Australia
189 Regular 31-03-2023 Data Due Canada
294 Regular Data Due Germany

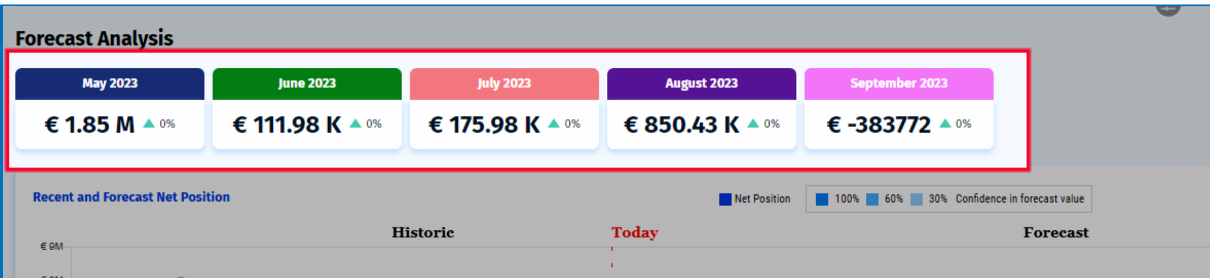
# 8. Forecast Analysis




The purpose of this page is to show the forecast Net VAT Position over the coming months. This can help the user understand and plan for future cashflow payments to tax offices.

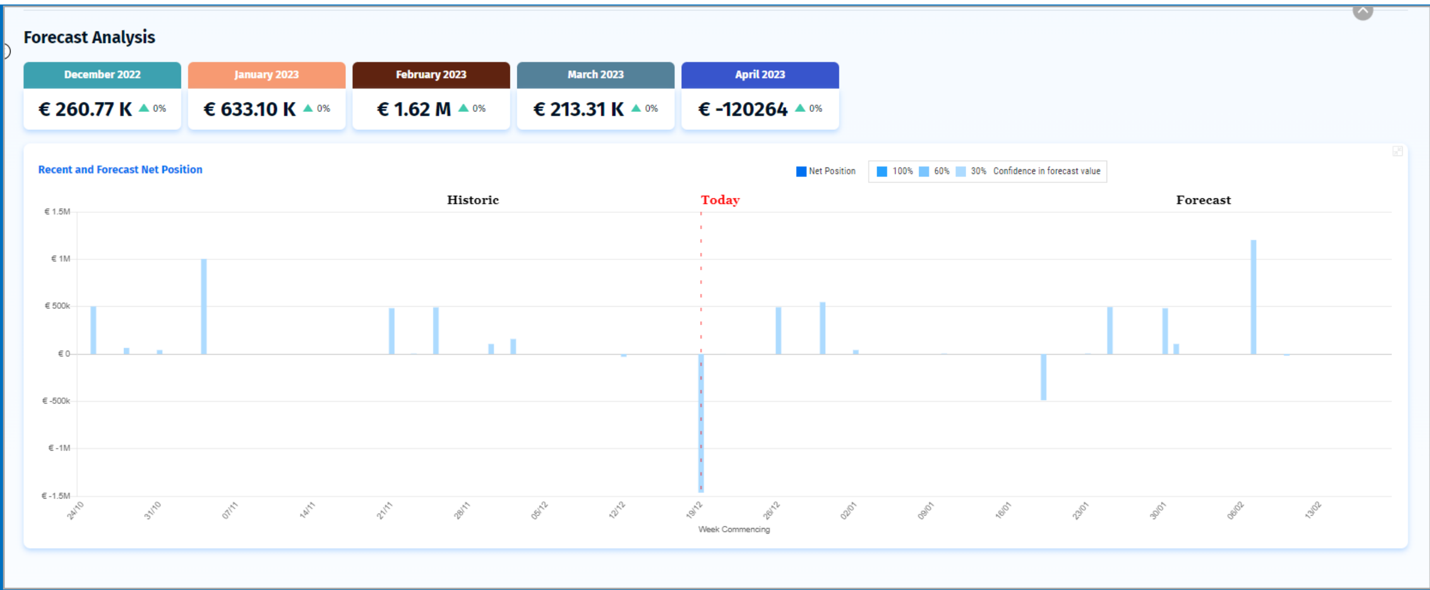
## 8.1. Headline Figures

Headline Figures on the Forecast Analysis page show the forecast Net VAT Position for the current month and the next 4 months.




The Net VAT Position figures on the graph are calculated by the Net VAT Position regardless of the return status of return. However,  If the Net VAT Position for returns at status To Prepare or Data Due is Blank, then it shows Forecast Net VAT Position instead.

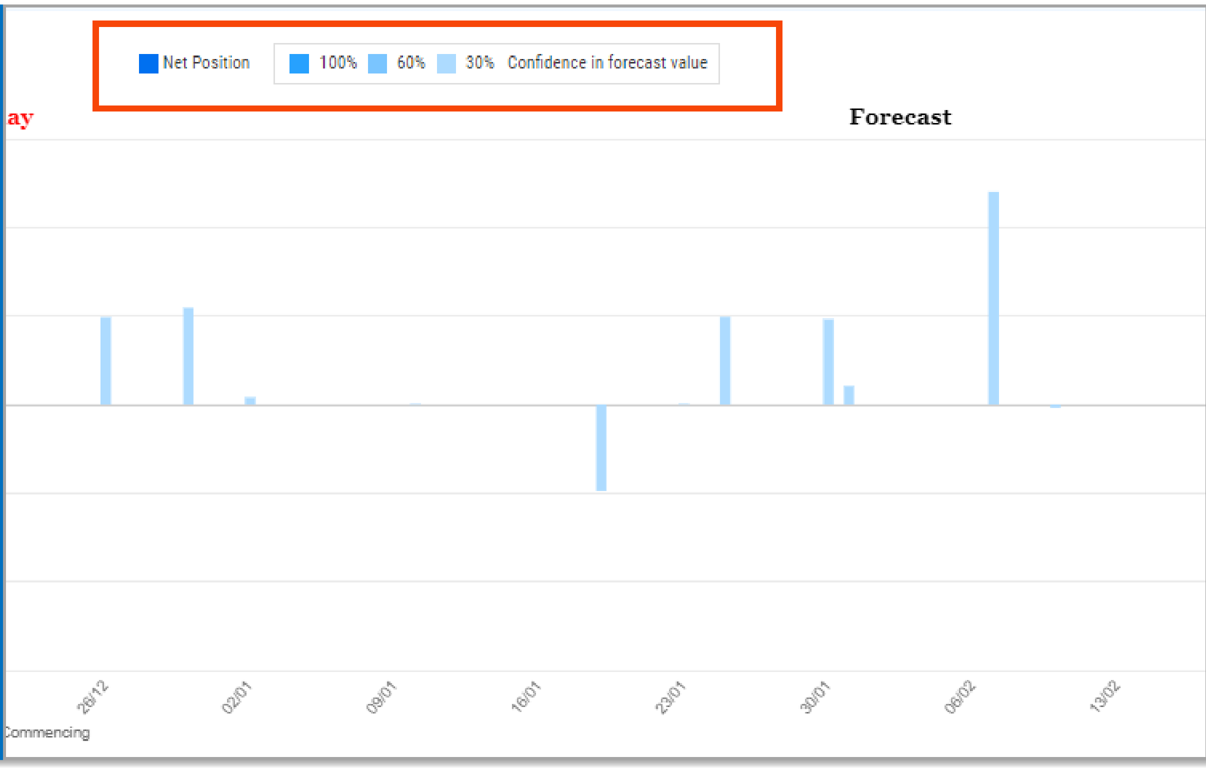
## 8.2. Recent and Forecast Net Position




The Net VAT Position figures on the graph are calculated by the Net VAT Position regardless of the return status of return. However, If the Net VAT Position for returns at status To Prepare or Data Due is Blank, then it shows Forecast Net VAT Position instead.

For each date, the bars split the Net VAT Position based on the confidence level associated with the status of the return.

- 30% confidence – sum Forecast Net VAT Position EUR of returns where the status of the return is Data Due / To Prepare
- 60% confidence – sum Net VAT Position EUR of returns where the status of the return is To Review / To Approve
- 100% confidence – sum Net VAT Position EUR of returns where the status of the return is To Submit
- Net Position - sum Net VAT Position EUR of returns where the status of the return is Submitted




## 8.3. Drilldowns

These insights are interactive and can be used to drill down into more detailed analysis.

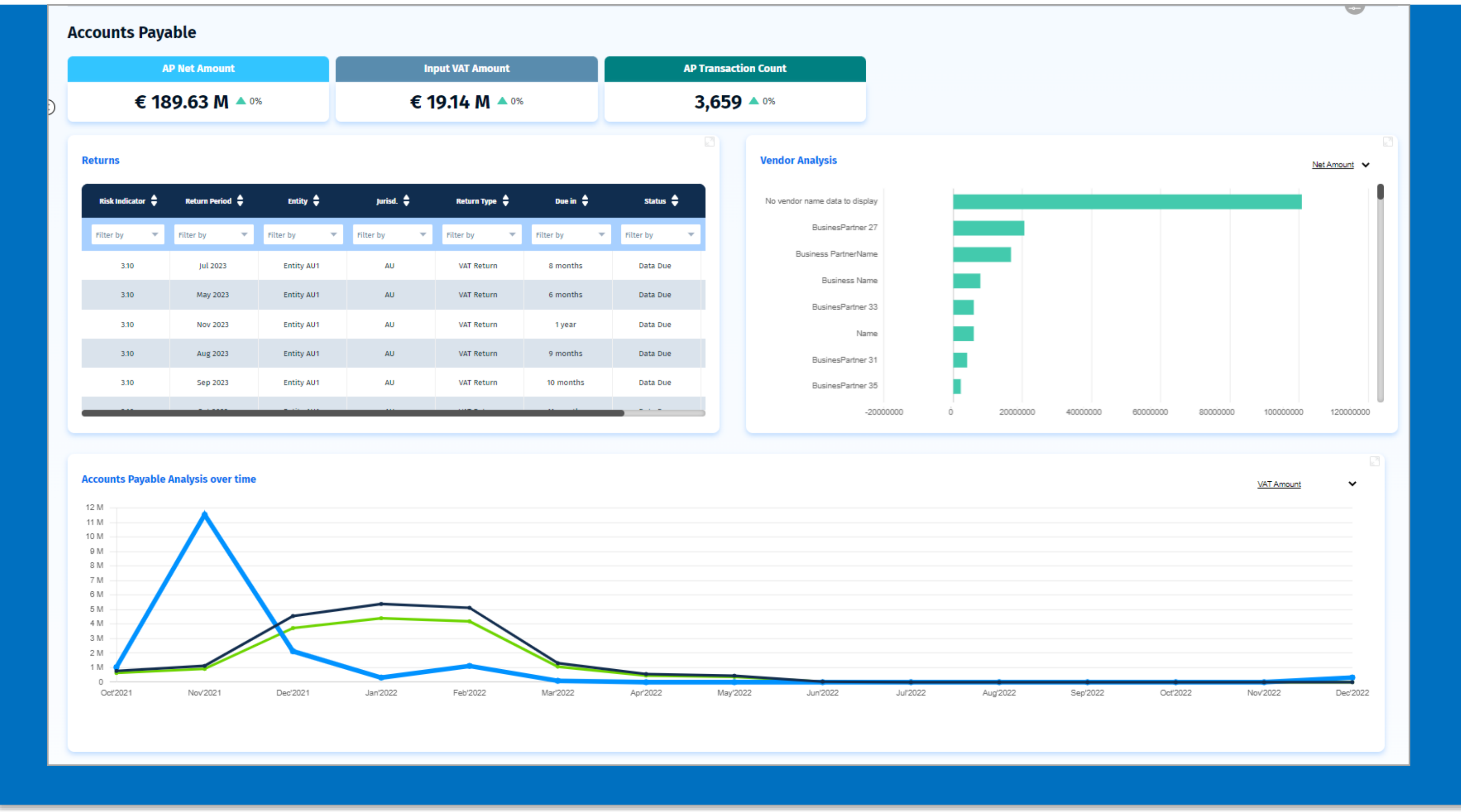
### 8.3.1. Headline Figures

Click into any headline figure to open the All Returns page. This will be filtered to display all only the returns relevant to this value.

### 8.3.2. Graphs

Click into any bar on the graph to open the All Returns page. This will be filtered to display all only the returns relevant to this bar.

# 9. Accounts Payable



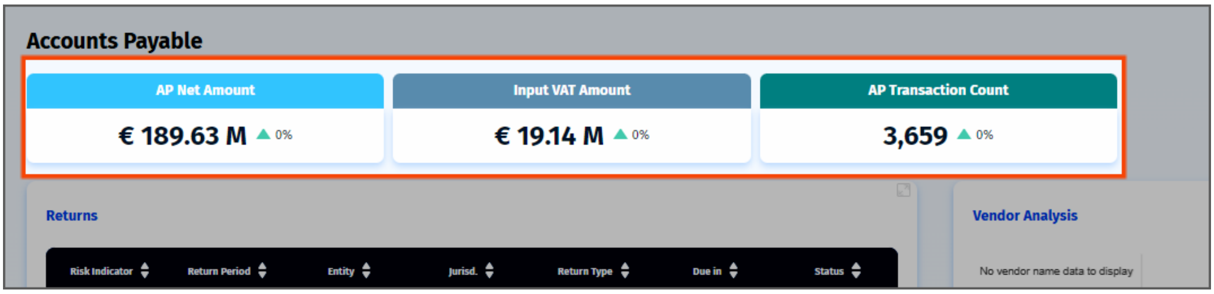

The Accounts Payable dashboard consists of 3 Values indicators and 3 Graphs:

- Returns
- Vendor Analysis
- Accounts Payable Analysis Over Time

This gives the user an insight into their Accounts Payable Position and the relevant vendors associated with it.

## 9.1. Headline Figures

The first 3 indicators display values based on the current period (or by Filtered options selected).




- AP Net Amount

This is the sum of Purchase Amount in EUR for all transactions in returns with a return submission deadline within the filtered period.

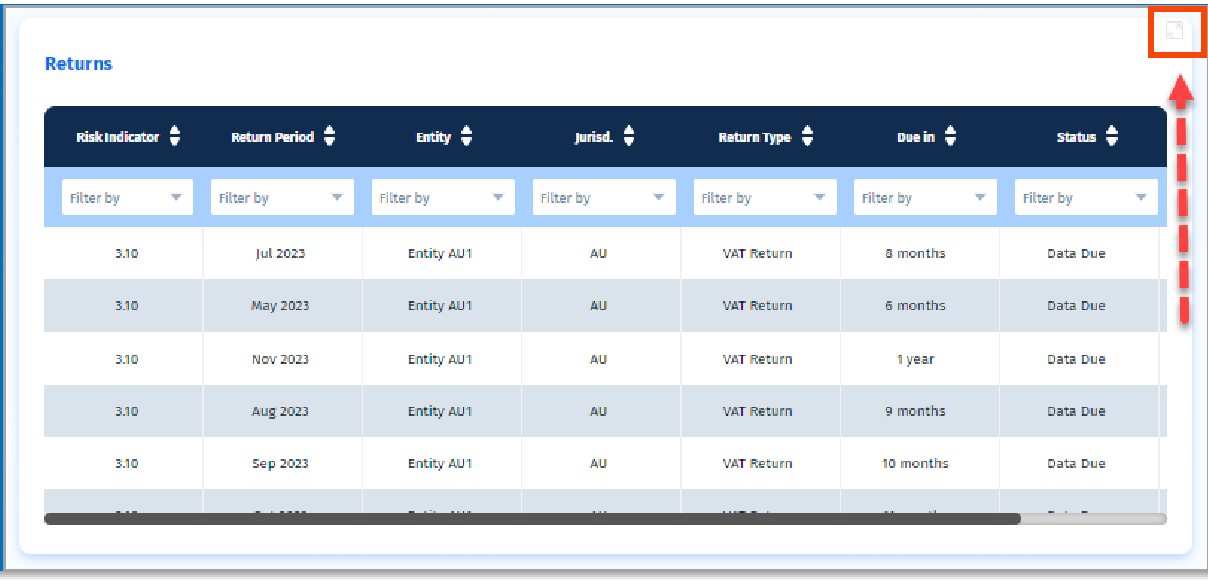
- Input VAT Amount

This is the sum of Input VAT in EUR for all returns with a return submission deadline within the filtered period. This is the same Input Vat figure as per the Trend Analysis section.

- AP Transaction Count

This is a count of Purchase / Purchase Credit transactions for all returns with a return submission deadline within the filtered period.

## 9.2. Returns



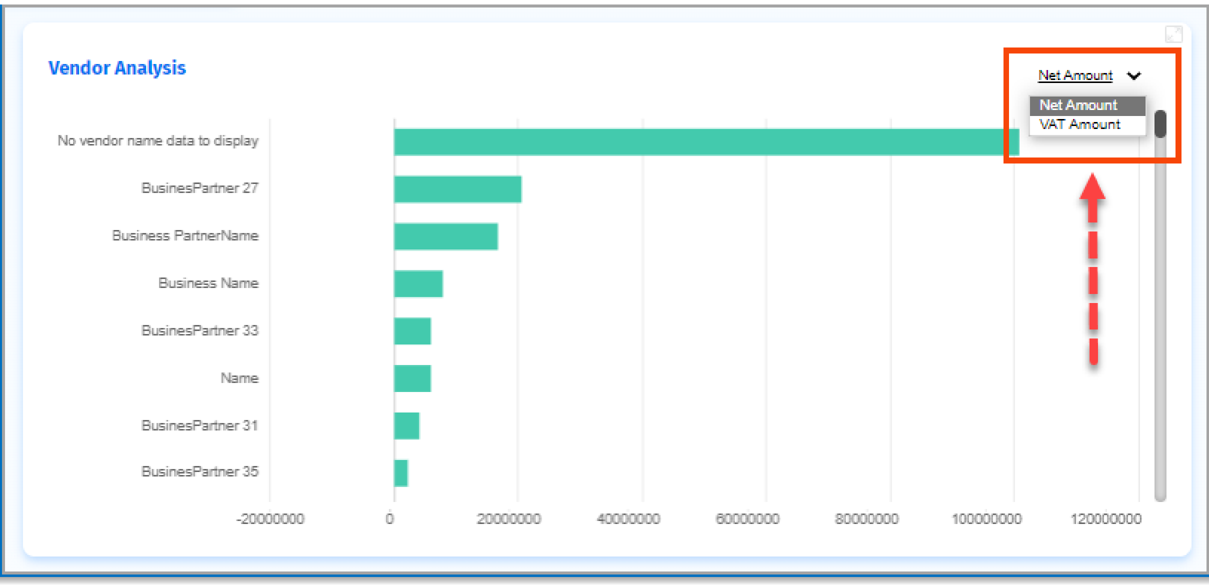
Returns

| Risk Indicator | Return Period | Entity | Jurisd. | Return Type | Due in | Status |
|---|---|---|---|---|---|---|
| Filter by | Filter by | Filter by | Filter by | Filter by | Filter by | Filter by |
| 3.10 | Jul 2023 | Entity AU1 | AU | VAT Return | 8 months | Data Due |
| 3.10 | May 2023 | Entity AU1 | AU | VAT Return | 6 months | Data Due |
| 3.10 | Nov 2023 | Entity AU1 | AU | VAT Return | 1 year | Data Due |
| 3.10 | Aug 2023 | Entity AU1 | AU | VAT Return | 9 months | Data Due |
| 3.10 | Sep 2023 | Entity AU1 | AU | VAT Return | 10 months | Data Due |

This is a table of relevant returns for the selected period. Clicking on any return will bring the user to that return.

Note: The table can be enlarged by clicking the Expand button displayed in the image above.

## 9.3. Vendor Analysis

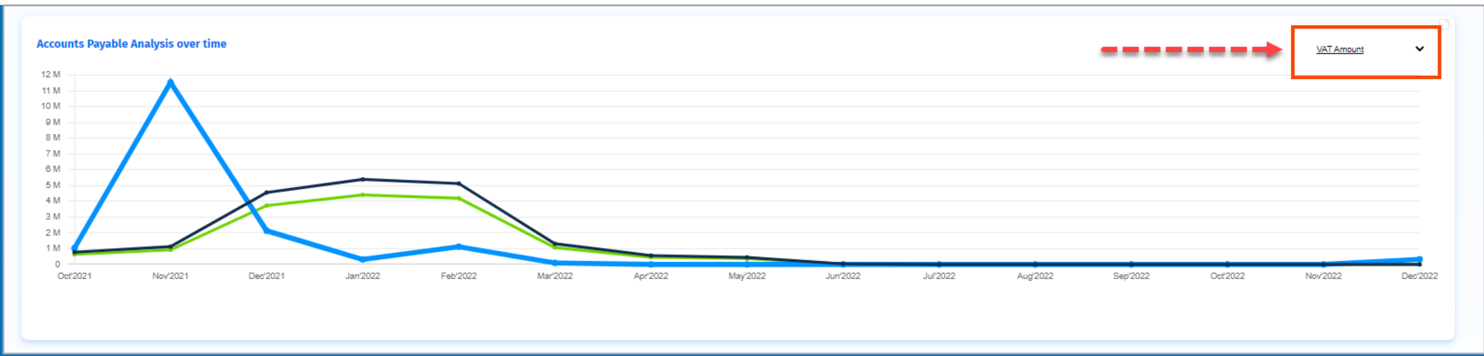



This shows the sum of the purchase Net / VAT Amounts for transactions in returns for the filtered period.

To swap between Net Amount and VAT Amount, select the relevant option from the drop-down option displayed in the image above.

Note: If the Vendor name is not provided in the clients data, then “Name” will be displayed in the platform.

## 9.4. Accounts Payable Analysis Over Time




This analysis can be filtered to show the sum of:

- AP Net Amount EUR
- Input VAT Amount EUR
- Count of Transactions

for all Purchase / Purchase credit Transactions in returns for the filtered period. This includes as far back as the last 14 months grouped by month (based on the selection in the dropdown selected).

It also shows the Upper and Lower limit lines.

The Dark Blue Upper Limit line is calculated based on a rolling average of the EUR Net Amount / VAT Amount / Transaction count figures for the prior 3 months increased by 10%.

The Green Lower Limit line is calculated based on a rolling average of the EUR Net Amount / VAT Amount / Transaction Count figures for the prior 3 months reduced by 10%.

If there is only data available for 2 months (or 1 month), then it will provide an average based on 2 months (or 1 month).

# 9.5. Drilldowns

This is also interactive and provides the option to drill down further for more detailed analysis.

## 9.5.1. Headline Figures

Click on any of the headline figures, this will open the All Returns page, filtered to display only the returns relevant to that headline figure.

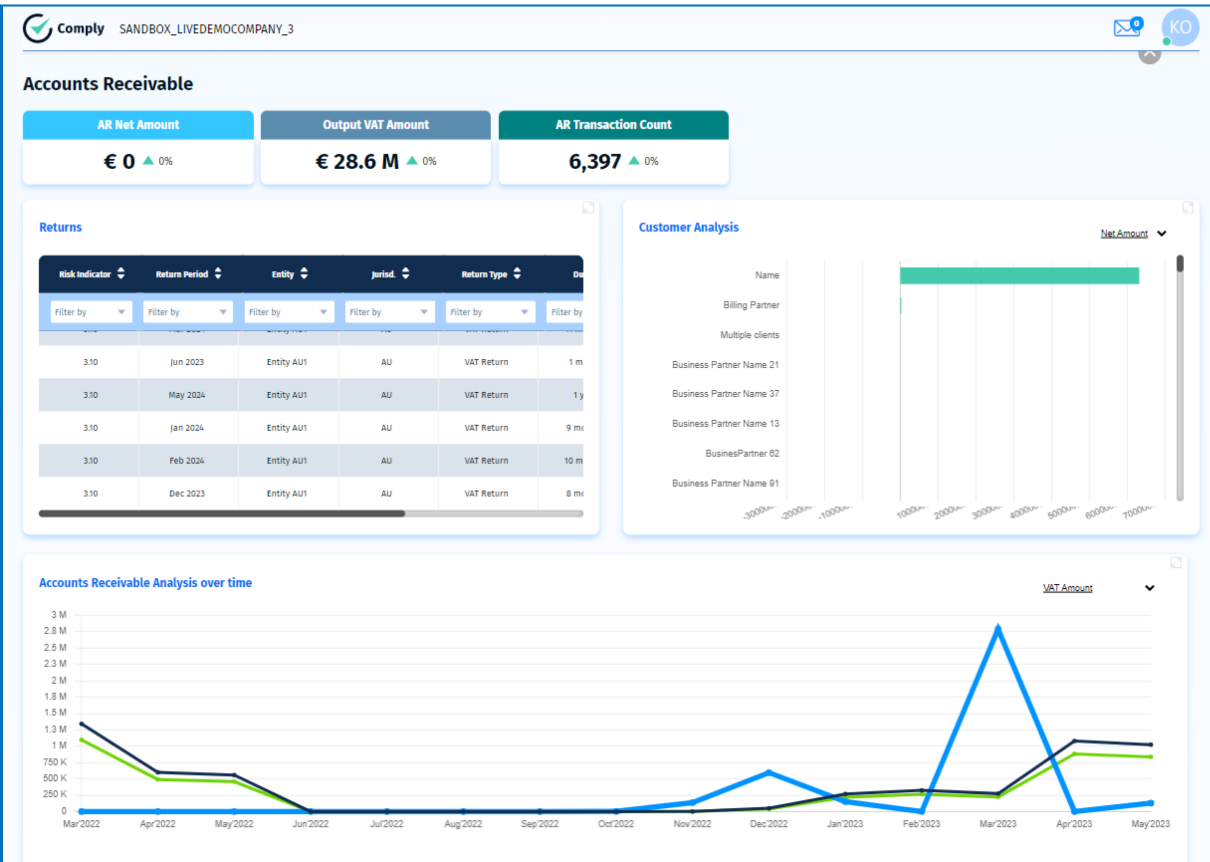
## 9.5.2. Graphs

Clicking in the **Returns Table** brings the user to the associated return on the All Returns table.

Similarly clicking on a point on the **Accounts Payable Analysis over time** graph brings the user to the associated returns on the All Returns page for that selected month.
Clicking the back button will apply the date filter and all figures and graphs will regenerated based on the date filter. This in turn updates the headline figures, the Returns table, Vendor Analysis table and Accounts Payable Analysis over time.

Please note: Vendor Bars are not interactive.

# 10. Accounts Receivable



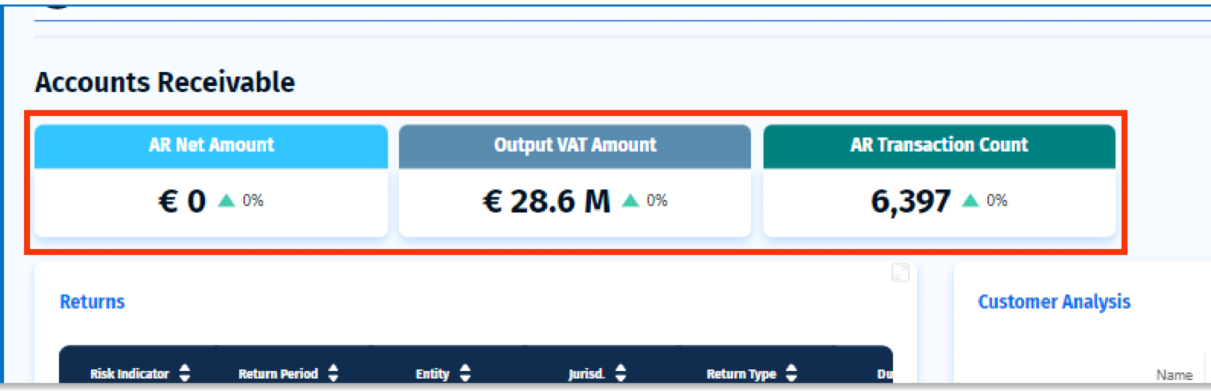

The Accounts Receivable dashboard consists of 3 Values indicators and 3 Graphs:

- Returns
- Customer Analysis
- Accounts Receivable Analysis Over Time

This gives the user an insight into their Accounts receivable Position and the relevant customers associated with it.

## 10.1. Headline Figures

The first 3 indicators display values based on the current period (or by Filtered options selected).




- AR Net Amount

This is the sum of turnover(AR Net Amount) in EUR for all transactions in returns with a return submission deadline within the filtered period.

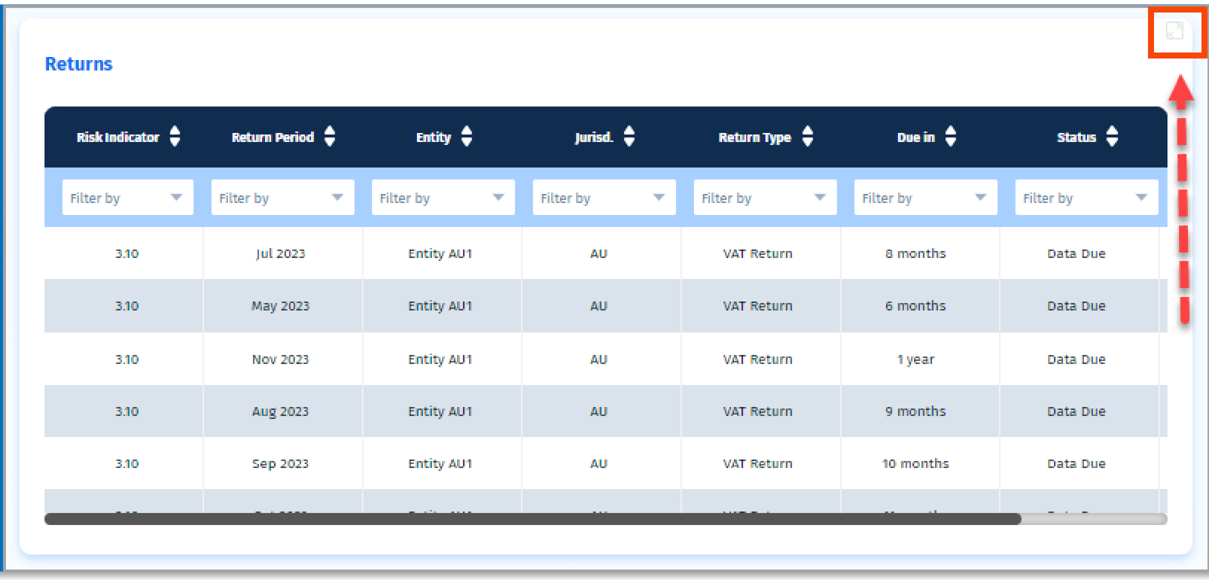
- Output VAT Amount

This is the sum of Output VAT in EUR for all returns with a return submission deadline within the filtered period. This is the same Output Vat figure as per the Trend Analysis section.

- AP Transaction Count

This is a count of Sales / Sale Credit transactions for all returns with a return submission deadline within the filtered period.

## 10.2.Returns

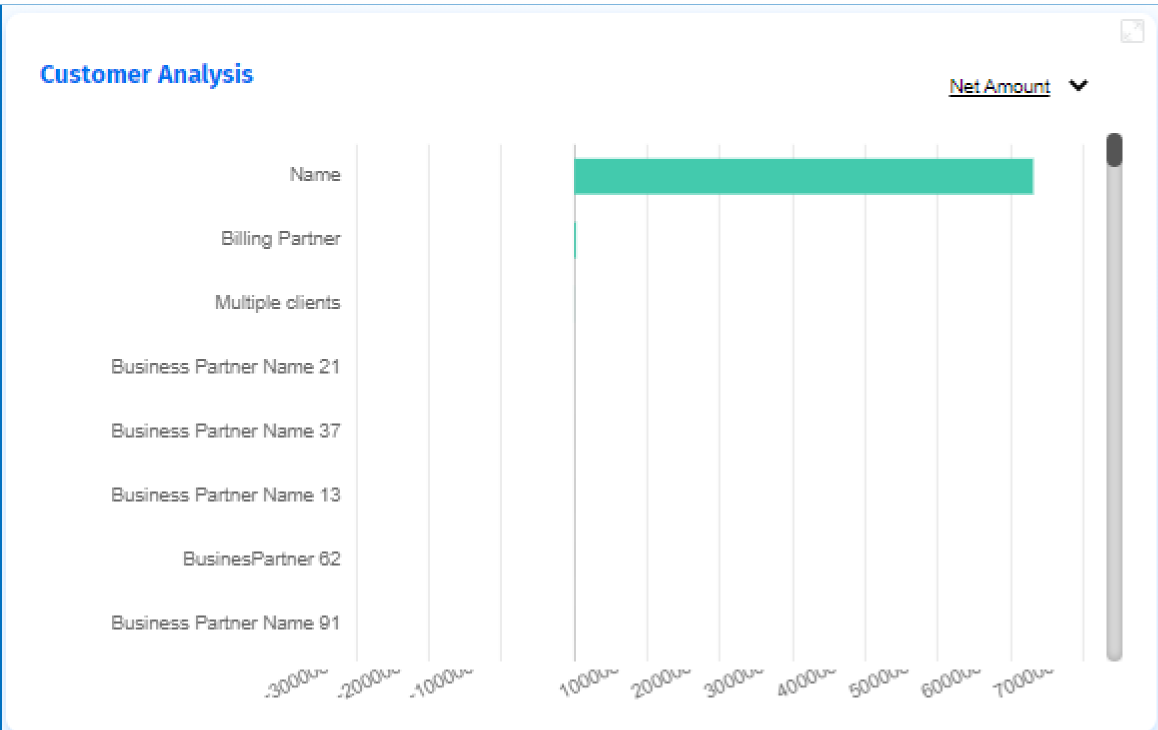

Returns

| Risk Indicator | Return Period | Entity | Jurisd. | Return Type | Due in | Status |
|---|---|---|---|---|---|---|
| Filter by | Filter by | Filter by | Filter by | Filter by | Filter by | Filter by |
| 3.10 | Jul 2023 | Entity AU1 | AU | VAT Return | 8 months | Data Due |
| 3.10 | May 2023 | Entity AU1 | AU | VAT Return | 6 months | Data Due |
| 3.10 | Nov 2023 | Entity AU1 | AU | VAT Return | 1 year | Data Due |
| 3.10 | Aug 2023 | Entity AU1 | AU | VAT Return | 9 months | Data Due |
| 3.10 | Sep 2023 | Entity AU1 | AU | VAT Return | 10 months | Data Due |

This is a table of relevant returns for the selected period. Clicking on any return will bring the user to that return.

Note: The table can be enlarged by clicking the Expand button displayed in the image above.

## 10.3. Customer Analysis

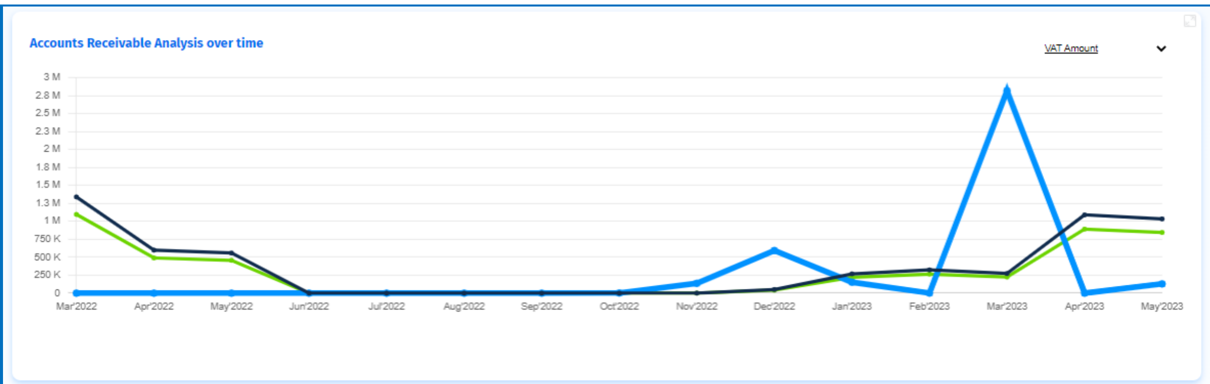



This shows the sum of the Sales Net / VAT Amounts for transactions in returns for the filtered period.

To swap between Net Amount and VAT Amount, select the relevant option from the drop-down option displayed in the image above.

Note: If the Customer name is not provided in the clients data, then "Name" will be displayed in the platform

## 10.4. Accounts Receivable Analysis Over Time




This analysis can be filtered to show the sum of:

- AR Net Amount EUR
- Output VAT Amount EUR
- Count of Transactions

for all Sales / Sale credit Transactions in returns for the filtered period. This includes as far back as the last 14 months grouped by month (based on the selection in the dropdown selected).

It also shows the Upper and Lower limit lines.

The Dark Blue Upper Limit line is calculated based on a rolling average of the EUR Net Amount / VAT Amount / Transaction count figures for the prior 3 months increased by 10%.

The Green Lower Limit line is calculated based on a rolling average of the EUR Net Amount / VAT Amount / Transaction Count figures for the prior 3 months reduced by 10%.

If there is only data available for 2 months (or 1 month), then it will provide an average based on 2 months (or 1 month).

## 10.5. Drilldowns

This is also interactive and provides the option to drill down further for more detailed analysis.

### 10.5.1. Headline Figures

Click on any of the headline figures, this will open the All Returns page, filtered to display only the returns relevant to that headline figure.

### 10.5.2. Graphs

Clicking in the **Returns Table** brings the user to the associated return on the All Returns table.

Similarly clicking on a point on the **Accounts Receivable Analysis over time** graph brings the user to the associated returns on the All Returns page for that selected month.
Clicking the back button will apply the date filter and all figures and graphs will regenerated based on the date filter. This in turn updates the headline figures, the Returns table, Customer Analysis table and Accounts Receivable Analysis over time.

Please note: Customer Bars are not interactive