

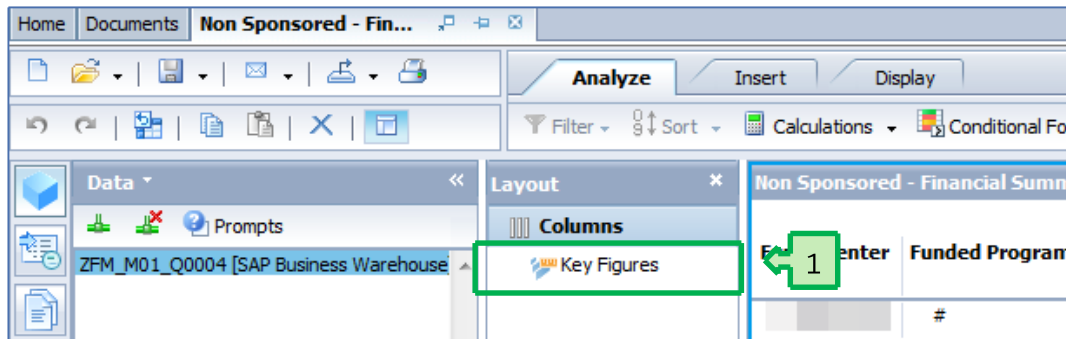
Use this job aid to: add custom calculations to your reports.

Simple Custom Calculations

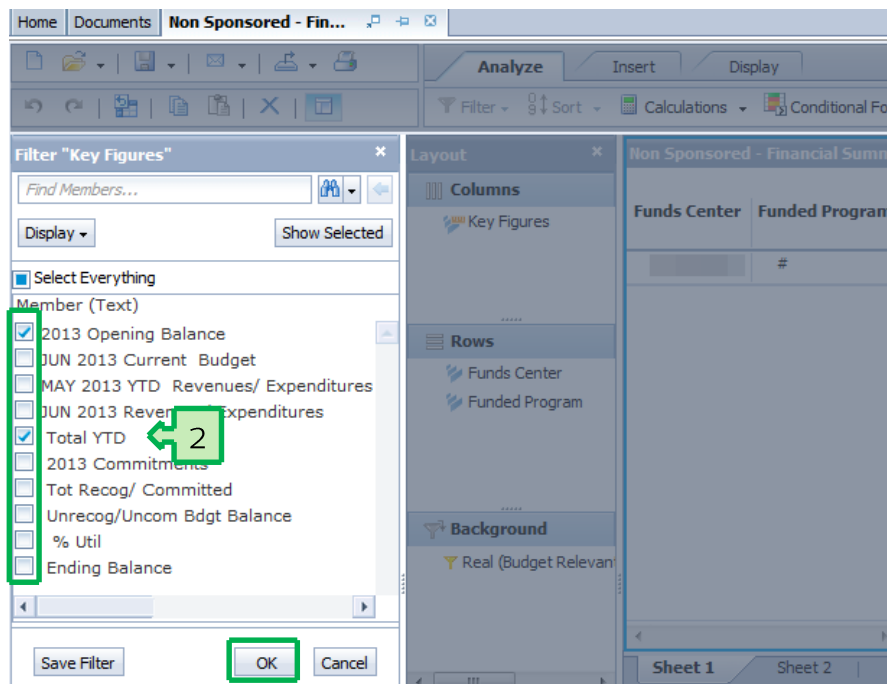
You can create custom calculations in Analysis similar to those you might perform in Excel. This job aid will demonstrate one way to calculate inception-to-date balances in Analysis. Custom calculations will only work between Key Figures values.

Custom Calculations Using Side-by-Side Key Figures

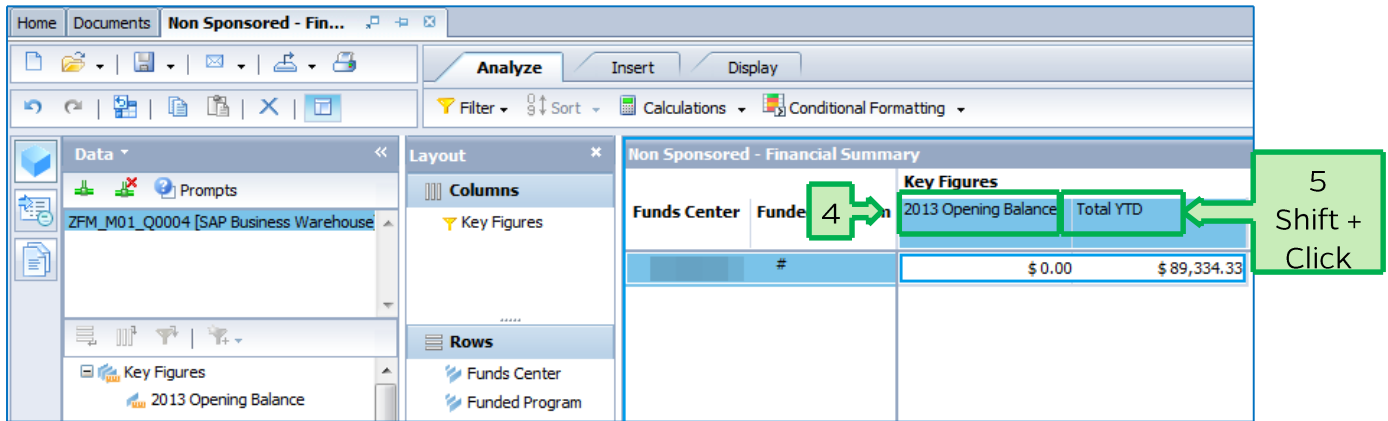
1. In an open report, filter key figures by double-clicking **Key Figures** in the Columns area of the Layout panel.



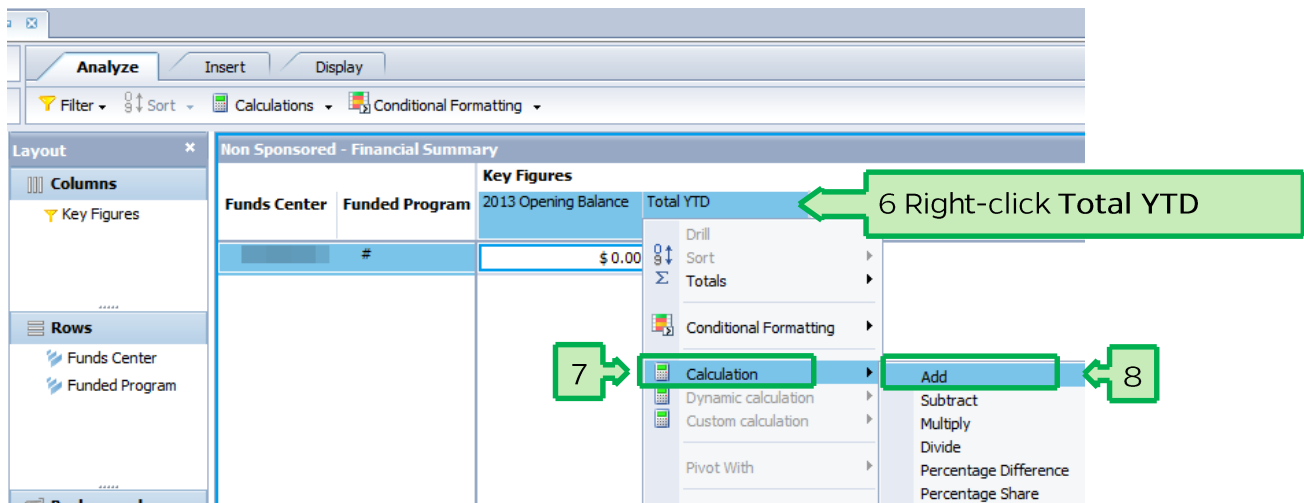
2. Uncheck all key figures except the two you want to use, Opening Balance and Total YTD.
3. Click OK.



4. Select the adjacent key figures by clicking one column header, 2013 Opening Balance.
5. Then shift+click the other column header, Total YTD.



6. Right-click Total YTD.
7. From the context menu, hover over Calculation.
8. Click Add.



Funds Center	Funded Program	2013 Opening Balance	Total YTD	2013OpeningBalano + TotalYTD
#		\$ 0.00	\$ 89,334.33	\$ 89,334.33

A new column has been added to your report that shows the custom calculation. Note the calculator icon.