

## Forecast Data

You can add Forecast Data into **Castaway** by **Manual Entry, Copy & Paste, Fill Months, Grow Line** or use an **Annual Profile**.

### Types of data

There are 3 types of data you can bring into Castaway.

- **Forecast Data:** Forecasted and/or budgeted figures
- **Opening Data:** Opening Balance Sheet and/or Profit and Loss values
- **Actuals Data:** Actuals Balance Sheet and/or Profit and Loss values

**Right-click** on an entry and choose from the fill options

The screenshot shows a data entry table with columns for months from Sep 18 to Jun 19, and annual columns for 2018/2019 and 2019/2020. A context menu is open over the 'Enter Revenue' row, showing options like 'Fill Right - Current Year', 'Fill Right - To End', 'Fill Left - Current Year', 'Fill Left - To Beginning', and 'Grow Line ...'. A dialog box titled 'Select Your Growth Characteristics' is also visible, with options for 'Grow By Percentage at 5.00%' and 'To the End of the Forecast Sep 18 - Jun 20'.

	Aug	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	2018 / 2019	2019 / 2020
<b>SALES</b>													
Enter Revenue		350					0	0	0	0	0	350	0
Transfer Interest from Loan							0	0	0	0	0	0	0
Net Revenue (P&L)		350					0	0	0	0	0	350	0
<b>INVOICES</b>													
Net Invoices		380					0	0	0	0	0		
<b>RECEIPTS</b>													
Days Credit							0	0	0	0	0		
Cash Receipts		380					0	0	0	0	0		
Closing Debtor Balance		0					0	0	0	0	0		
<b>TRANSFERS (REPORT CURRENCY)</b>													
Transfer Interest from Loan							0	0	0	0	0		

**Fill Months:** The Fill Months method is a quick way to copy cell data to other forecast months.

**Grow Line:** Grow each month's cell using the highlighted month's data as a starting point.

**\*TIP:** Double-click on the annual column to expand or collapse annual data

- Element Settings
- Opening & Actuals
- Manage Datalinks
- External Sources

### Opening & Actuals Data

	Opening	
<b>CURRENT ASSETS</b>		
<b>Bank Accounts</b>		
Main Bank Account	0	
<b>Total Bank Accounts</b>	0	
<b>Receivables</b>		
General Trade Debtors	0	⋮
<b>Total Receivables</b>	0	
<b>TOTAL CURRENT ASSETS</b>	0	
<b>TOTAL ASSETS [BS.AS.TOT]</b>	0	
<b>CURRENT LIABILITIES</b>		
<b>Bank Accounts</b>		
Main Bank Account	0	
<b>Total Bank Accounts</b>	0	
<b>Payables</b>		
General Trade Creditors	0	⋮
<b>Debtor Finance</b>		
Main Trade Finance	0	
<b>Total Debtor Finance</b>	0	

## Opening Data

You can enter Opening Data for the Balance Sheet and Profit & Loss by clicking on **Opening & Actuals** in the taskbar.

**Previously Invoiced Sales Receipts** ✕

Input Method

Use Days Credit  Days Credit 60

	Total	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb
General Receipts	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Receipts Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Some **elements** e.g. General Trade Debtors and General Trade Creditors have a **3-dot button** next to their opening figures. Click on the **3-dot button** to determine the cashflow timings where available.

**Elements** that have their Calculation Methods set to "Units x Rate" will also have the **3-dot button** for you to enter the Opening Units.



You might also be interested in:  
**Reporting, Dashboards, Actuals or Resolving Out of Balance Forecasts**