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## How to use excel for accounting data pdf

Is there something so easy to understand? Well, clearly, companies need skills and professional support for many activities, but there are some who perform in-house at no extra cost and with some knowhow. Astin Accounts Solutions Managing Director looks at some easy-to-use analytics tools in Excel

There are a number of different analytical tools available for accounting and financial professionals to help with data extraction and analysis, however, we would like to focus in this article on tools that are easily accessible through Excel so they are actually available at no additional cost to the company. In this easy accounting guide we will look for how we can apply Excel to the following: Correlation analysis A simple way to explain the correlation analysis is where you can ask if there is a relationship between the daily temperature outside and when people get their haircut? Finding the relationship between these data sets is known as correlation analysis. This technique allows to determine whether there is a relationship between two separate variables and if so strong that the relationship can be. Often it is more useful to test a hypothesis when initially one suspects that there is a relationship between two variables. The correlation can be determined by using spread plot charts in Excel as below, where a variable is ranked against the second. As you can see from below a positive correlation will display an increase line while moving from left to left and a negative correlation will be shown as a line that decreases from left to right through the chart. In addition to the use of spread plot charts to establish correlation, it is also possible to calculate the force of the ratio, known as correlation coefficient using a formula within Excel for the calculation of the correlation coefficient. The coefficient varies from -1 to +1 and this quantifies the direction and strength of the linear association between the two variables. The correlation can be positive, for example, the higher levels of a variable are associated with higher levels of the other or negative, such as the higher levels of a variable are associated with lower levels of the other. To clarify, a correlation of  $r = 0.8$  suggests a highly positive association, so a correlation of  $r = -0.3$  suggests a low negative correlation. Regression analysis We have already seen above that you can use Excel to track two variables to determine if there is a correlation between them, and we can also calculate the correlation force using the correlation coefficient however, introducing regression analysis we can also determine how much a variable will change from the increase or decrease of the other variable. Regression analysis is a statistical tool to investigate the relationship between variables and again is another analytical tool available in Excel as part of additional data analysis. Using an example, we could use correlation analysis if there is an increase in sales of ice cream when the temperature increases. Regression analysis would therefore be used to calculate how much additional ice cream would be sold for each 1 degree of temperature rise. This can be a very useful tool for forecasting in accounting. The scenario analysis is an analytical process that will allow you to analyze a variety of possible future events or scenarios taking into account the possible alternative results. This analysis could be used when you are not sure what decision to make or what course of action is best to pursue. Once again Excel is able to assist in this area as it offers a scenario manager. If we consider the following prediction information within an Excel workbook, we can then evaluate different scenarios using the Excel scenario manager: So, let's consider what would happen if sales increased by 10% and sales costs would remain the same? Or if sales and costs increased by 10%? Step 1: Select the cells that will change based on different scenarios. For this example, sales and sales costs will be subject to change. Step 2: Under Data Tools and What IF Analysis, select Scenario Manager. Step 3: Select Add. Name your scenario. The first scenario will be Original Data. Make sure the cells that change cells are correct (which we have selected in step 1). You can also add in some comments so that all other users can understand the goal for analysis. Then Okay. Step 4: The scenario values must be set. Since these are the original data, we will not change any value. To set the next scenario, where sales increase by 10% and sales costs remain the same, repeat steps 3 and 4 above, but this time give the scenario a different name. The scenario values must be changed this time. Sales values are in B2 cells: B5 and these are the cells we need to change in the scenario values dialog box. Increase each of these values by 10%. To set the final scenario where sales and costs are both to increase by 10%, repeat steps 3 and 4 again. This time we will need to change values so both sales and sales costs increase by 10% on the original value. We can now in the Scenario Manager dialog box select one of the scenarios and the workbook will automatically update. We can also select a summary to produce a report that shows each of the different scenarios. Time and time series analysis The data of the time series is collected at space intervals. Financial accounts and departments often collect data day by day, such as sales bills. Time series analysis explores this data to extract significant statistics or data features. If we use the example of data collection per day, this data can be analyzed in periods of time varying like weeks, months, quarters and years. It can also be analyzed against other data at the same time, which all depend on the requirements of the organization. This is it. is often used when you want to evaluate changes during a period of time or predict future events based on historical data. Once again, we can use Excel for time series analysis, as data can be easily stored in time periods and displayed easily. Later versions of Excel, pivot tables include a timeline function that then allows you to dissect data during time periods. Excel also includes a prediction feature that allows you to make forecasts based on the time of future values, based on historical data. Linear programming Linear programming is a method to identify the best result based on a set of constraints, using a linear mathematical model. This allows you to solve problems involving minimizing and maximizing conditions, such as how to maximize profit by minimizing costs? It is useful if you have a number of constraints such as time, raw materials, etc. and you want to establish the best way to do these jobs together, or where to manage resources for maximum profit. Once again Excel is able to assist as it has a tool that allows you to perform this type of analysis without the need to program. The Excel tool is called Solver, and is available as an add-on that you need to activate. Here we will see a simple example of how Solver can be used: Based on the data below, the sales value is calculated by multiplying the units sold by the price per unit. The total cost is calculated by multiplying the cost per unit by the units sold. The turnover is deduct the cost from sales. In this way, the formula of turnover depends on the formula of sales and costs. We have been set a target turnover of £15,000 and we have some constraints. The first bond is that the price per unit must be between £2.00 to £2.50. The second constraint is that the units sold can only be complete units. The cost per unit is set at £1.55. Goal Seek will not solve this problem, as you have constraints in place so that we have two variable constraints in place we have to use Solver. In order for Solver to function, the cell you want to calculate must tie back and be reliable from the cells you are going to change. Once on Solver, you can access it via the data tape and open the Solver Parameters box. Set Objective is the cell you want to return the value for which in this case is we want the revenues to be £15,000 so you set the target cell C9. Then we select the target value set to be £15,000. The variable cells are the cells you want to change so that in our case these would be the units sold and the price selecting the cells B2 and B3 (remember that each change cell is separated from a comma). We can then add some constraints by pressing Add in the Solve Parameters box. The first bond is that the cost must be less than £2.50. We add these values to the Subject to Constraints box, and we hit Add. Then we have to follow the same process to select B3 to be  $\geq$  £2.00 and set cell B2 to be an entire to ensure that partial units are included. A resolution method must therefore be selected. GRG Nonlinear is used to solve problems that are smooth or not linear. LP Simplex solves linear problems and Evolutionary solves problems that are not foated. From here we can then press Solve and the results are produced: Conclusions As we move towards the increasing need for data analysis, we hope that the previous five analysis reports that can be produced using Excel show that you don't always need to invest in additional technologies as it is very often already available at your disposal to help your company make more informed and faster business decisions. Astin Accounts Solutions is a fully qualified accounting company that offers on-board accounting experience, with particular attention to the following sectors: eGaming, Cryptocurrency, Technology, Health Care, Real Estate and Corporate Services. Contact us to find out how we can help your business thrive how to use excel for accounting data pdf. how to use excel in accounting pdf

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