"Common Elements of Financial Report" Tutorial¹

Before starting, be sure to clear out any other information in the application by selecting "File", then "New", and then "Model" from the menu ribbon. Confirm that you want to delete the model information which will also delete all report information in the Luca application.

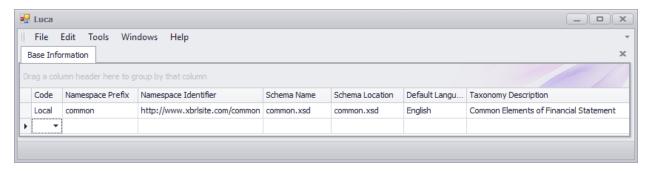
Rather than entering this information, you can copy/paste information from Excel to get information into the Luca application².

Step 1: Enter base information.

Select "Edit" and then "Base Information". The Base Information form will appear. Enter the base information that will be used by the XBRL taxonomy: (older versions of Luca)



Newer versions of Luca:



Step 2: Enter term information.

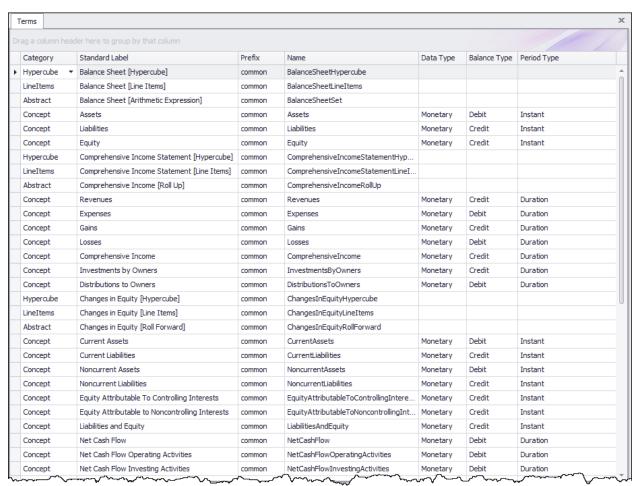
Select "Edit" and then "Terms". The Terms form will appear. Enter term information. When you begin, your form will look like this:

¹ Common representation, http://xbrlsite.azurewebsites.net/2020/master/common/index.html

² Excel spreadsheet with import information, http://www.xbrlsite.com/2020/luca/Common-Luca-Import.zip



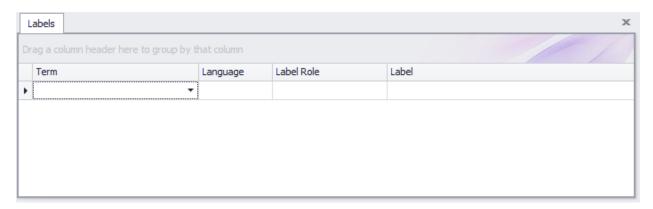
After you have finished entering your terms for the COMMON XBRL taxonomy, your term information for the XBRL taxonomy should look like this: (not all of the terms are shown, please see the Excel spreadsheet which has all term information)



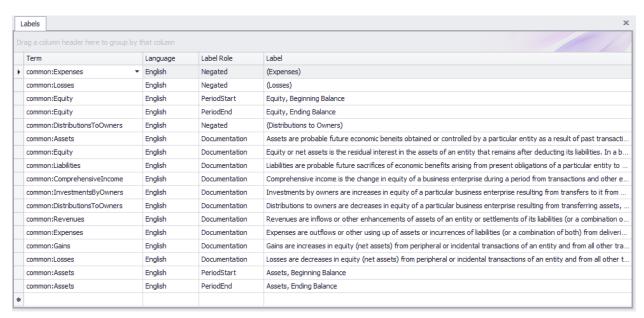
Alternatively, you can copy information from Excel and then paste it into the TERMS form.

Step 3: Enter label information.

Select "Edit" and then "Labels" from the menu ribbon. Before you enter any information, the labels form will look as follows:



After you have finished entering your label information for the COMMON XBRL taxonomy, your labels information for COMMON should look like this:



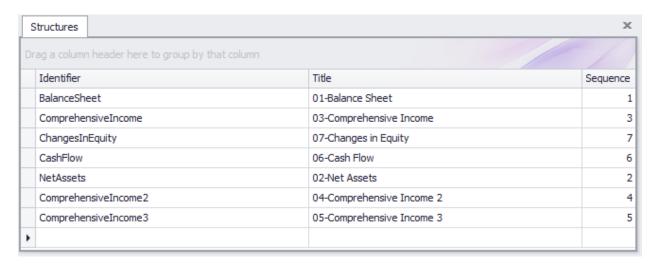
Again, alternatively this information can be copied and then pasted from Excel.

Step 3: Enter structure information.

Select "Edit" and then "Structures" from the menu ribbon. Before you enter any information, the structures form will look as follows:



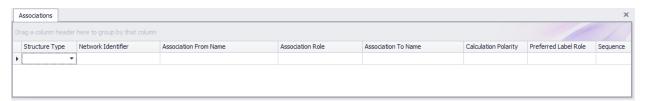
After you have finished entering your structures for the COMMON XBRL taxonomy, your structure information for the XBRL taxonomy should look like this:



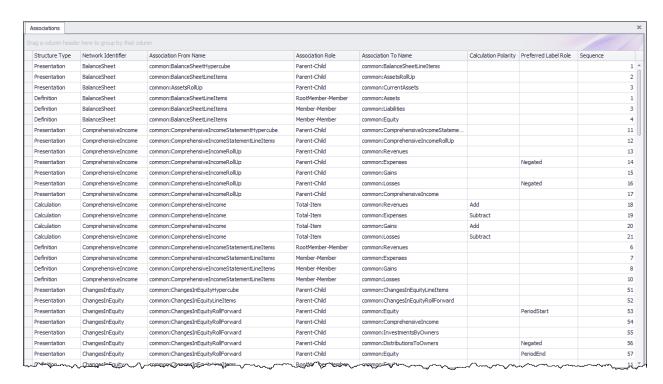
Again, alternatively this information can be copied/pasted from Excel.

Step 4: Enter associations information.

Select "Edit" and then "Associations" from the menu ribbon. Before you enter any information, the associations form will look as follows:



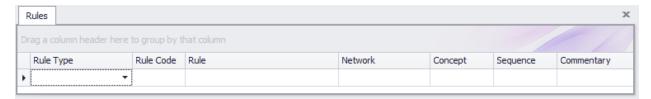
After you have finished entering your associations for the COMMON XBRL taxonomy, your associations information for the XBRL taxonomy should look like this: (not all is shown, please see the Excel spreadsheet used for importing to see all associations)



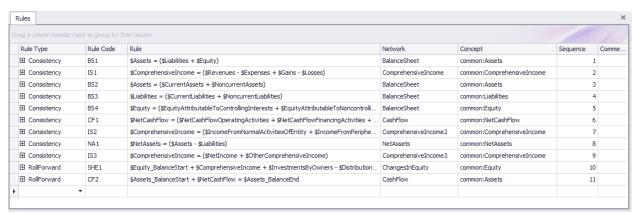
Again, alternatively this information can be copied/pasted from Excel.

Step 5: Enter rules information.

Select "Edit" and then "Rules" and then "Consistency" from the menu ribbon. Before you enter any information, the rules form will look as follows:



After you have finished entering your rules for the COMMON XBRL taxonomy, your rules information for the XBRL taxonomy should look like this:

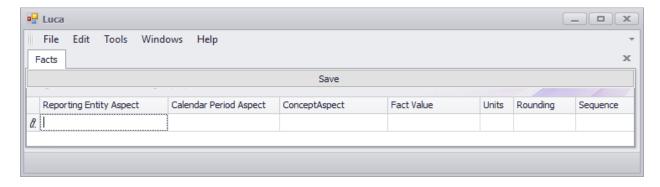


IMPORTANT NOTE!!! If you copy/paste the rule into the Luca application from the Excel spreadsheet, you will need to enter the three variables.

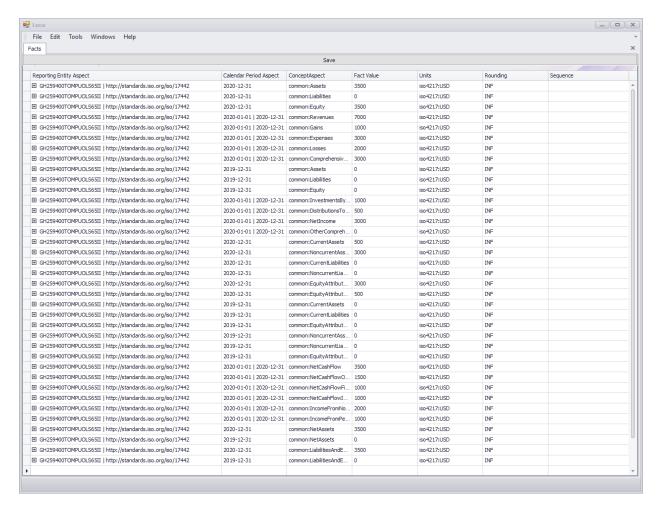
Close the rules form.

Step 6: Enter facts information.

Select "Edit" and then "Facts" from the menu ribbon. Before you enter any information, the facts form will look as follows:



After you have finished entering your facts the COMMON report, your form should look like this:

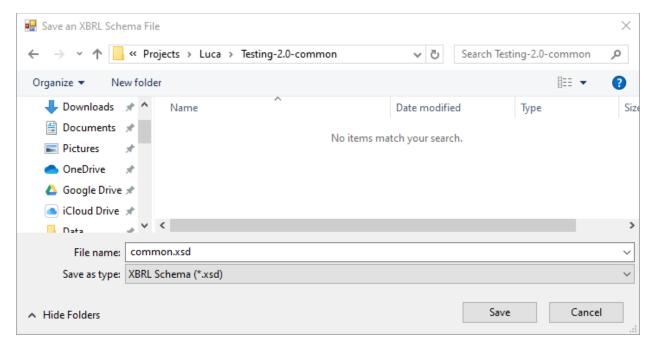


IMPORTANT NOTE!!! Notice the "Save" button above the facts that where entered. Be sure to press that "Save" button or the facts will not be saved by the application.

Step 7: Generate your XBRL taxonomy schema, linkbases, and XBRL instance.

After you have successfully entered all your term, label, structure, association, and rule information; then you can generate your XBRL taxonomy. This will include the XBRL taxonomy schema and the XBRL linkbases that will support your report.

To generate the XBRL taxonomy information, from the menu ribbon select "File" and then "Save as XBRL". The following standard Windows dialog box will appear which will let you save your file.

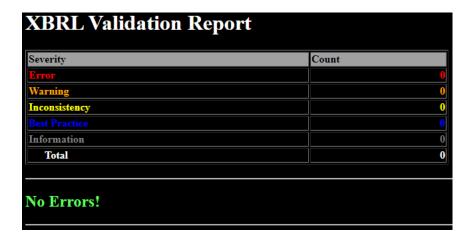


In the "File name:" text box of the form, enter "common.xsd" which will be the name of your XBRL taxonomy schema file.

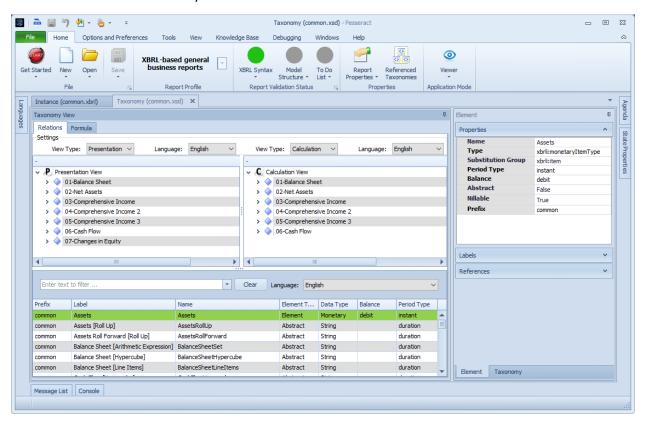
Step 7: Verify that your XBRL is correct.

Luca does not provide XBRL syntax verification. And so, to validate the XBRL taxonomy and XBRL instance that you created, you will have to use an XBRL processor that provides XBRL, XBRL dimensions, and XBRL Formula validation.

If you validate the XBRL files using your favorite XBRL processor, you should see that you have no errors:



This is what the XBRL taxonomy looks like in Pesseract³:



Here is the XBRL instance:

³ Pesseract, http://pesseract.azurewebsites.net/

