Getting Started:

Creating Report with Auditchain Luca Using Templates

This document explains step-by-step the very basics of getting started with Auditchain Luca. This guide makes use of the development version of Auditchain Luca.

This video walks you through the steps shown in this document: https://youtu.be/afpLJcM_fDU

STEP 1: Go to the Auditchain Suite web site.

https://dev.auditchain.finance/

Auditchain Luca works best using the Firefox browser which receives the most testing, but also works well and has been tested using Google Chrome and Microsoft Edge.

This document assumes that you have already registered with Auditchain Suite and that you have a valid login.
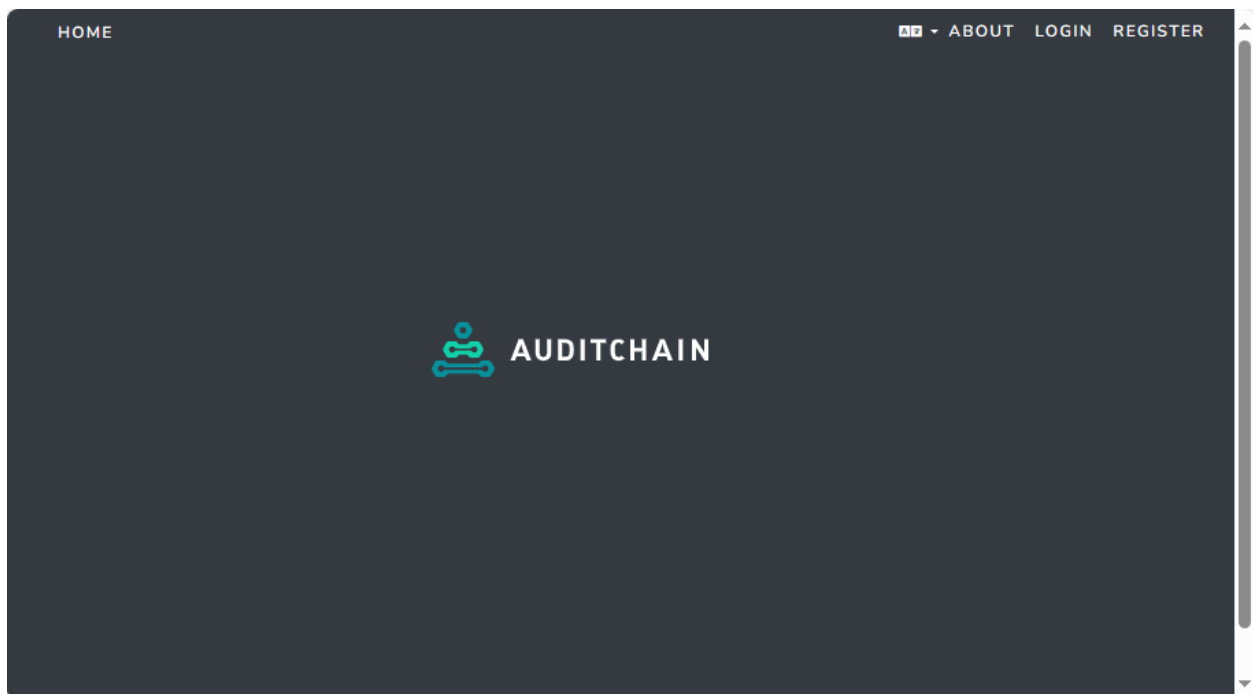
STEP 2: Login to Auditchain Suite.

After having registered and having verifying your email address per the instructions sent, login to Auditchain Suite by entering your email address and password. Then press the green "Login" button.
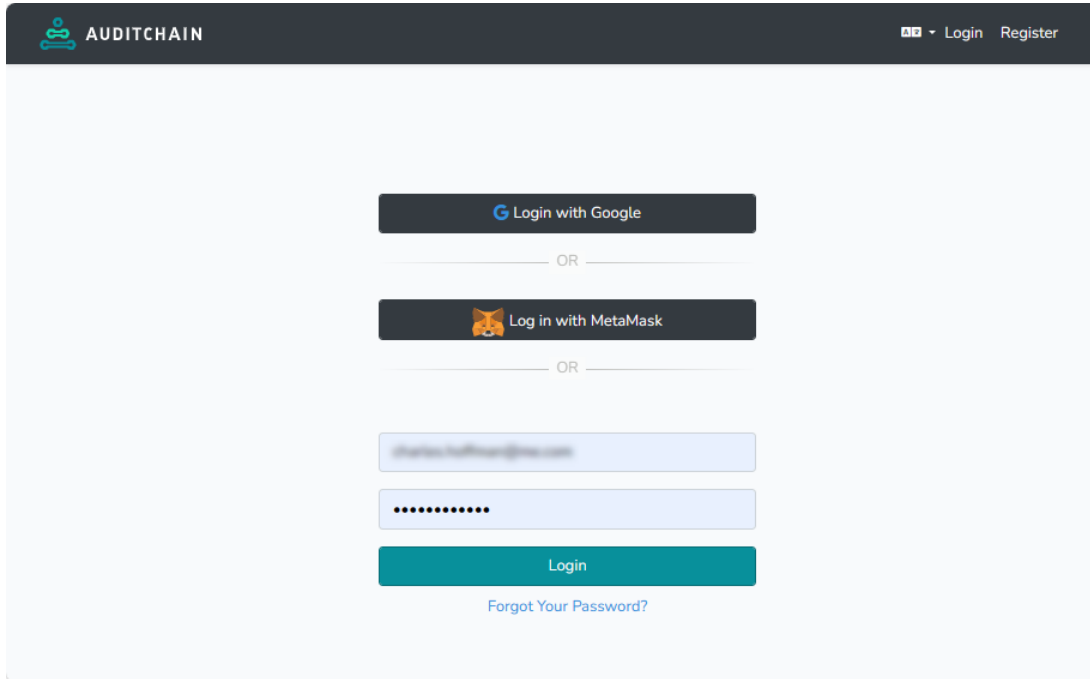

STEP 3: Select Luca.

After logging in you will be taken to a form that looks similar to the form below with your login information shown on the RIGHT. (The login information below is blurred).

Click on "LUCA".
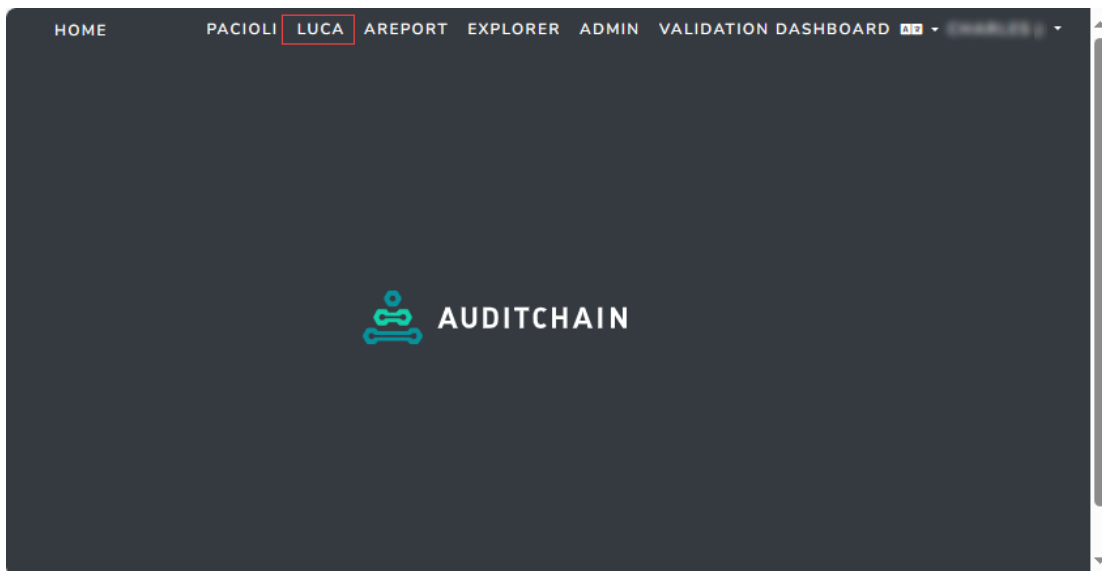
STEP 4: Main form of Luca.

You will be taken to the main form of Luca which is a list of reports that you have created. Because you have not created any reports, your list of reports will be empty. If you have created a report, that report will be shown within your list of reports.
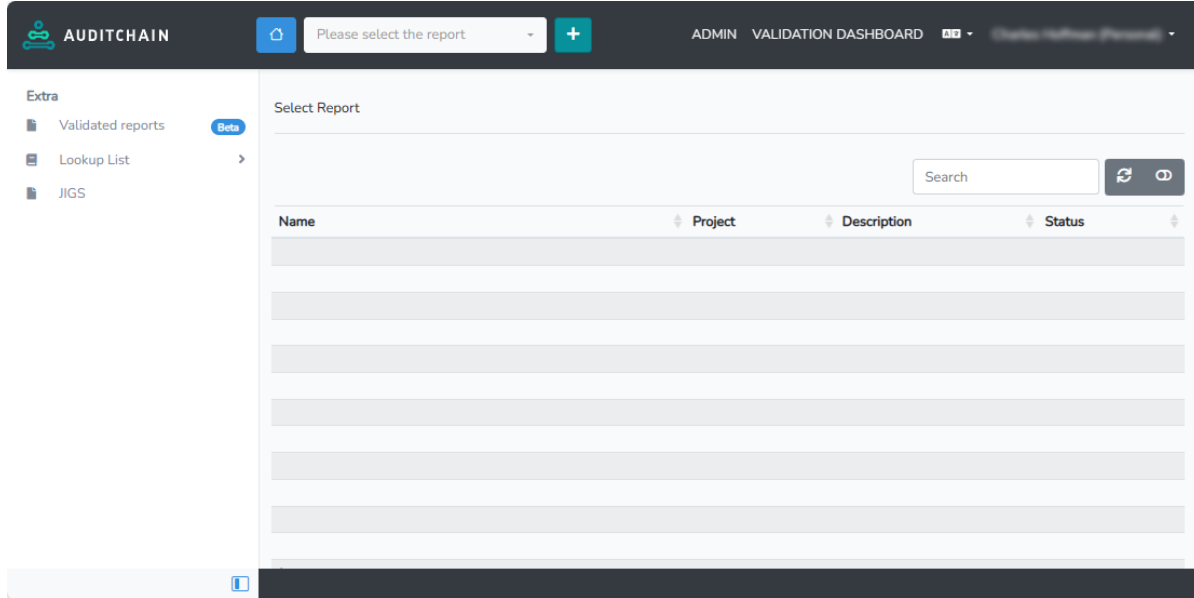
STEP 5: Create a New Report.

Press the green "+" button and you will prompted to add a new report. Type in the name of the report you would like to create such as "Report Loaded from Templates" into the Report name text box. Then press the "Create a report" button.

STEP 6: Create report by loading template(s) from financial reporting scheme library.

There are many approaches that can be used to create a report: API, manually enter information, import information from a reporting scheme template to name a few.

To create this specific report, we will load report model and report information from a set of financial reporting scheme templates and autogenerate a proforma first draft of the financial statement.

Select "Create report by loading template(s) from financial reporting scheme library" and then press the blue "GO" button:
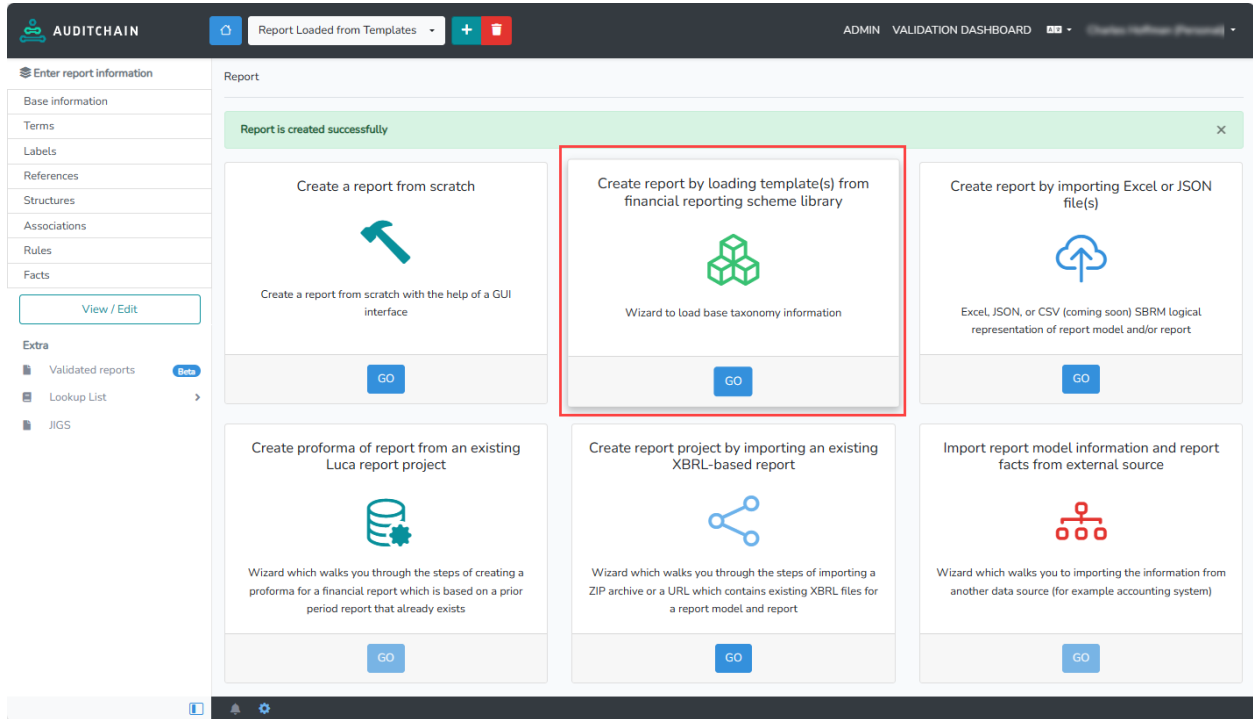
STEP 7: Wizard to load base taxonomy information from a financial reporting scheme template.

After you pressed the "GO" button in the above step; the following form will be shown in the Auditchain Luca software application. Click the combo box to select a "Financial Reporting Scheme":
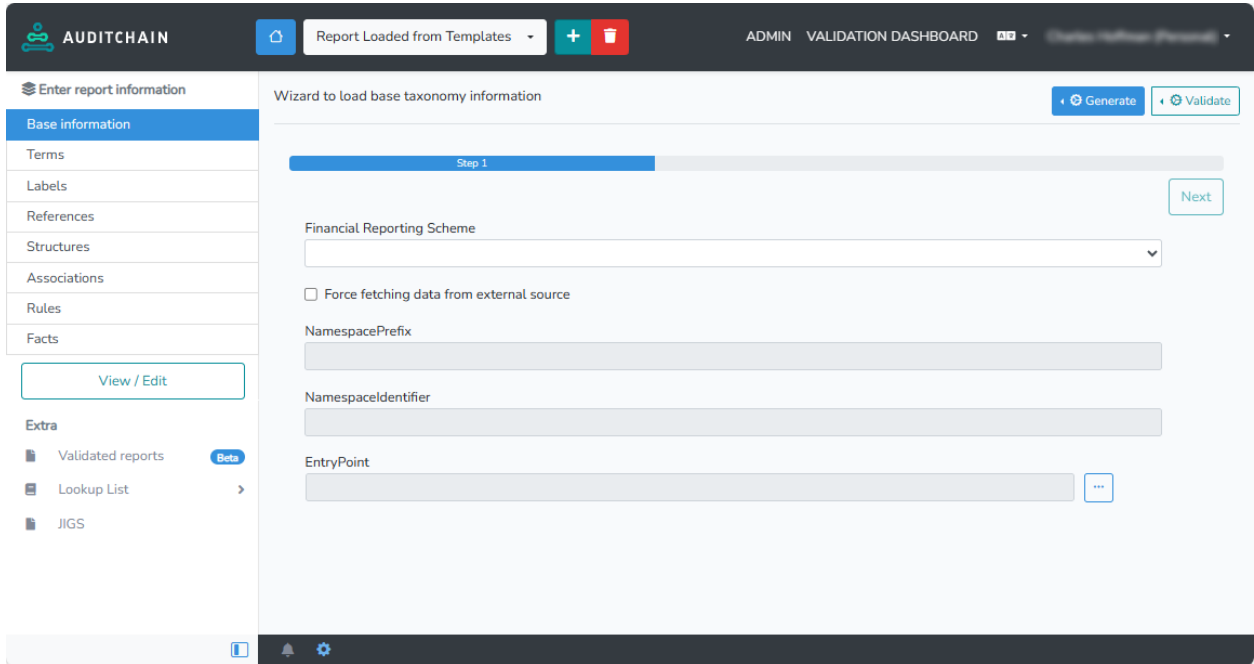
Select the "**SFAC8 (Seattle Method, Golden Version)**" financial reporting scheme. You will see information about that financial reporting scheme appear. Press the "Next" button on the right.
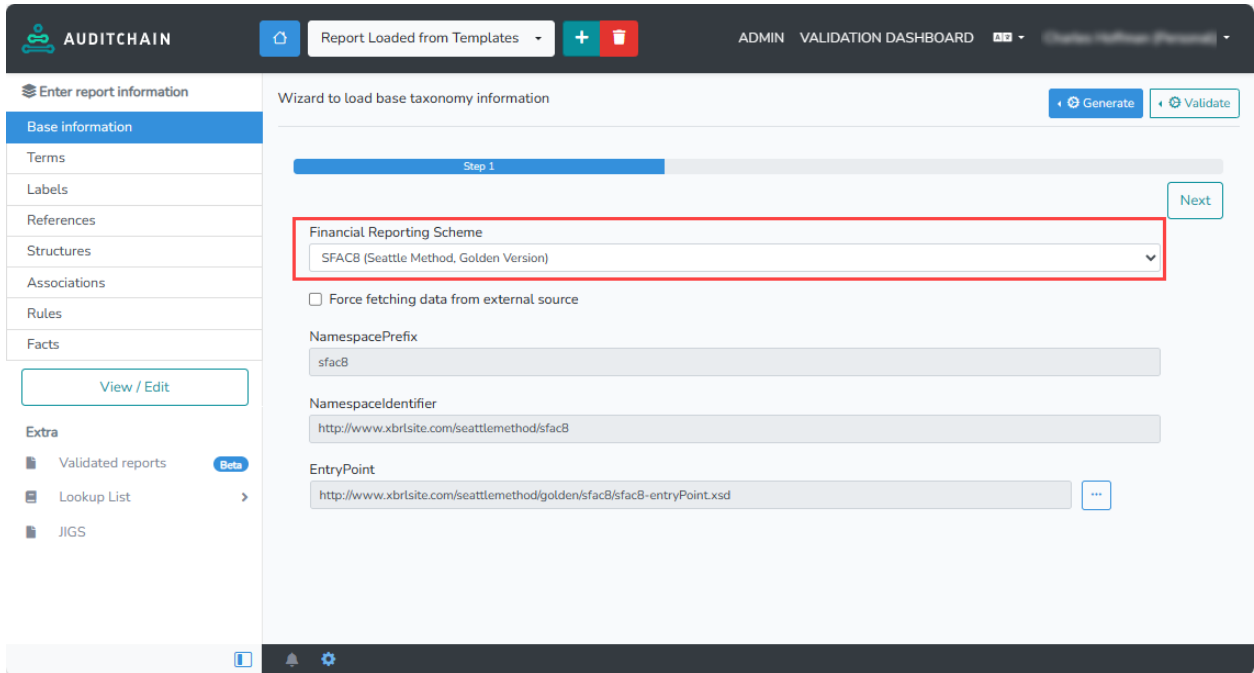
Note that Auditchain Luca has 35 financial reporting schemes, all of which follow the exact same framework.

STEP 8: View the imported report information.

After you press the "Next" button per the last step, the following form will appear. Expand the first structure "11-Statement of Financial Position" by right clicking over that line and select "Expand All". Be sure that first structure is selected. Then, also select the "21-Statement of Comprehensive Income" and "31-Statement of Changes in Equity":

Note in the middle where "Associations", "Rule", and "Proforma Facts" have all been selected by default. This allows the report creator to tune what they load from the financial reporting scheme.

Pres the green "Next" button to load the selected template structures into the report you created and generate facts for the report.
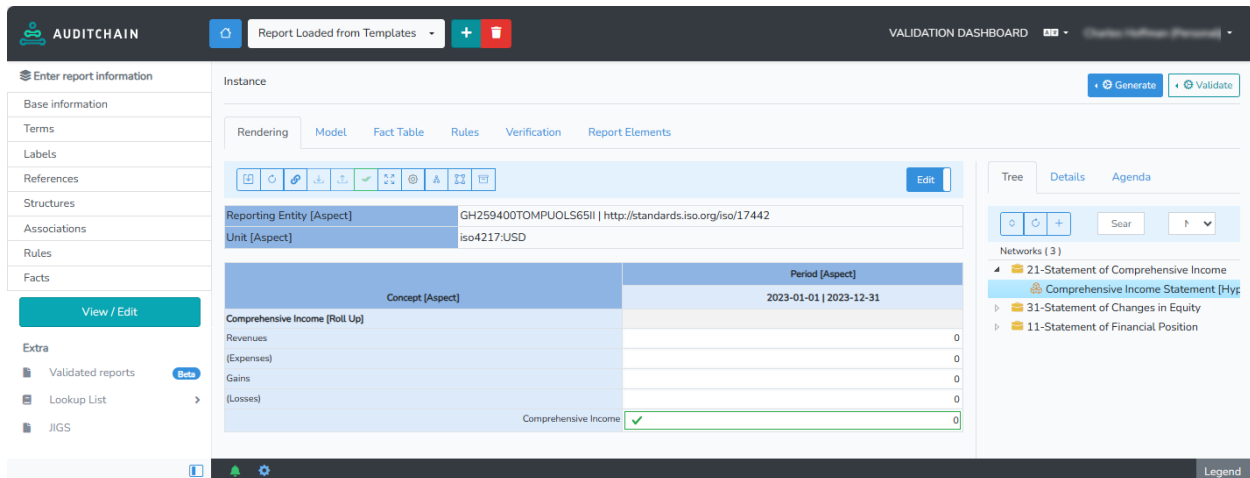
STEP 9: Proforma report was generated.

A complete proforma report was generated for you including proforma facts being generated. Note the messages in green letting you know what was created in your report from loading the information for the financial reporting scheme you selected.

Click the "X" in the upper right hand corner of the green area with the messages. Select the first structure in the report. What you see should look like the following:

From form, in the upper right side select the "Validate" button and then the "Local validation" sub menu item.

The report you created is validated and the report is fully valid. You will see this in the form that appears after the validation process has completed, usually in a couple of seconds:

Click on any of the validation line items for additional details. For example, clicking on the validation line number "6" which is type-subtype validation, you will see the following:

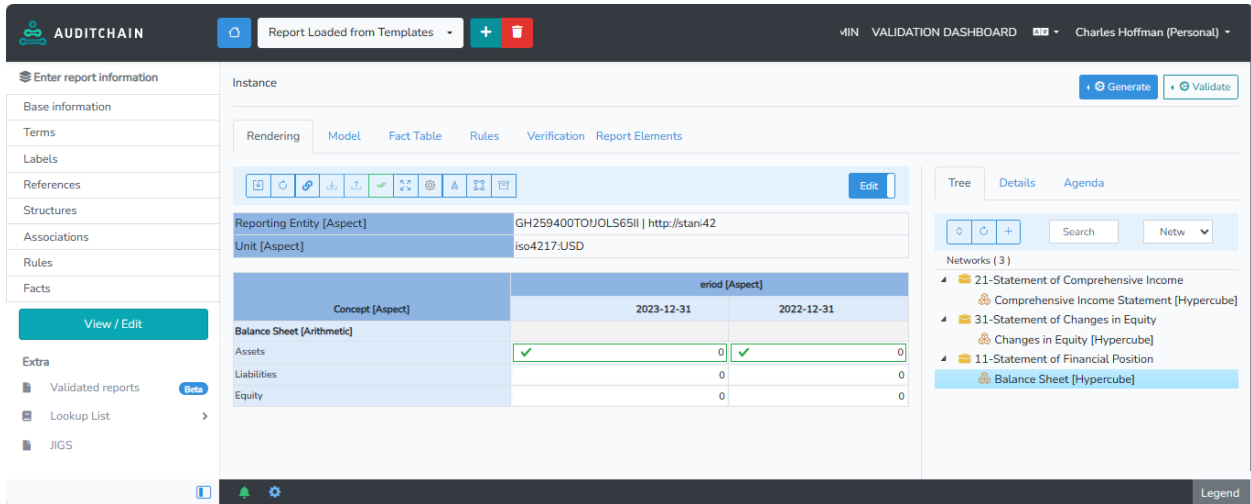**STEP 10: Add facts for balance sheet.**

Select the structure "11-Statement of Financial Position" and then the "Balance Sheet [Hypercube]". Note that for one of the two columns, two fact values are missing. Add those fact values simply by putting a 0 into each of the empty cells:
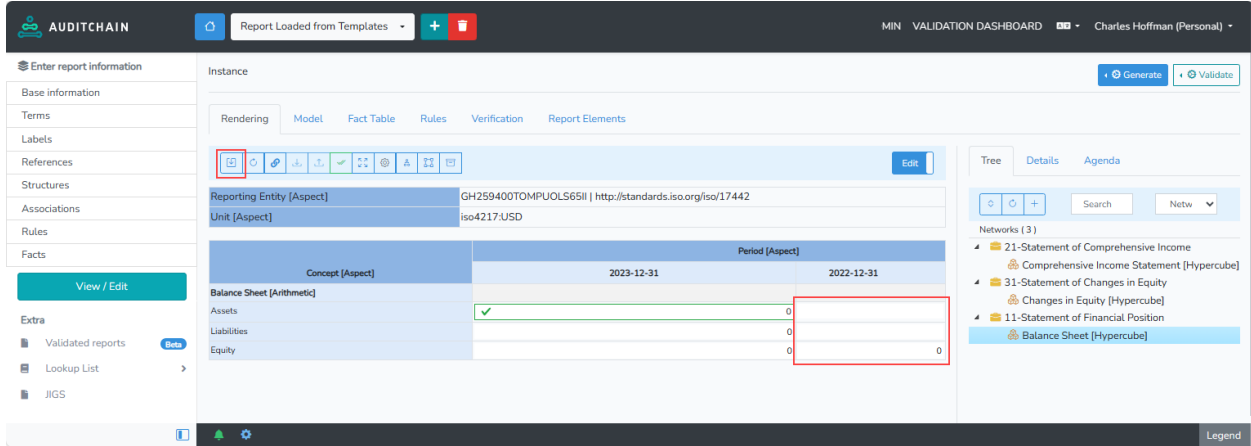
Press the "Save" menu icon highlighted in red above. Then, your form should look as follows:

So now, enter fact values for each of the facts in all three statements. Notice how the three statements are interconnected and that the software understands those interconnections.

STEP 11: Have a look at the report model and report properties.

Click on the blue gear in the black status bar at the bottom of the application. After you click, the form you see should look like this:

STEP 12: Have a look at the report notifications.

Click on the green bell in the black statis bar at the bottom of the application. After you click, the form you see should look like this:

STEP 13: Explore!

Consider exploring the part of the application that lets you enter and edit the details manually which is outlined by the red rectangle at the left of the form below: