

Q&A / Features TFM - User interface, general features

Q: As a TFM-Administrator, can I set up the structures of our cash flow forecast as well as of the cash position report according to our specific requirements?

A: TFM offers full flexibility in this respect - make TFM look how you need it. And if you want to set up different structures because you wish to provide smaller group subsidiaries with a reduced forecast structure - no problem at all.



Q: What degree of flexibility is offered by TFM regarding the organization of lists (e.g. the list of bank accounts) according to my needs?

A: The flexibility of the TFM user interface allows users to arrange tables, for example, according to their needs by simply dragging and dropping the respective table headers.



Q: Is it possible to group information, e.g. a list of banks grouped by countries, without having to export data to a spreadsheet or report generator?

A: Just drag and drop the criteria (table header) you want to use for grouping data to the respective area; TFM will then show data grouped by this or even multiple criteria.



Q: As a subsidiary-level user, I will use TFM maybe just once per month - how will TFM support me in terms of user guidance without me needing to browse through complex menu structures?

A: TFM's user menu is different to what you are used to from other applications. What you see is what you need, what you need is workflow-oriented guidance. For example, to update your cash flow forecast you don't need to see more than two menu items - and these are what TFM provides.



Q: Can I keep more than just one window open in order to be able to quickly switch between contents if necessary?

A: Generally speaking TFM runs in just one window. TFM offers tabbed windows, which can be undocked or organized according to your specific needs. You can keep as many tabs open as you want.



Q: As a TFM user, I want to be able to quickly identify where I can find the information I am looking for.

A: TFM offers a color-coded menu, color-coded tabs, lists and forms in order to help the user to always know where he or she can find master data, account information, cash flows, etc. - nothing new, but organized in a useful and helpful way. Furthermore, users will find hyperlinks in lists and forms in order to quickly access additional information if needed.



Q: Is TFM available in other languages besides English?

A: No, not for the time being. Using just one language in the application helps users and developers to keep things clear and simple. Where necessary, users will find supporting documents containing e.g. descriptions of workflows in other languages as well.



Q: Why can I not find full documentation of the application as it comes with other software packages?

A: TFM is designed to provide solutions for clearly defined workflows and processes. TFM's user interface is intuitive and descriptive, supporting the user by providing hints and self-explanatory error messages. TFM does not come with full documentation because users won't need this to be able to work with TFM. If the worst comes to the worst, users will find a comprehensive list of user cases and Q&As in the support area of tfm-now.com. And if a user still cannot find the answer on the website, our support team will always be happy to assist.



Q: Does TFM offer interfaces to import data from third-party applications, i.e. spreadsheets, files provided by electronic banking systems, etc.?

A: Yes. But importing data is not the real challenge. TFM provides configurable interfaces that also allow the user to define the general behavior of TFM when receiving data from external sources. Should TFM simply overwrite data in the case of records which already exist? Should TFM provide the user with a protocol highlighting

those records that are somehow doubtful? It's just a matter of configuration and not rocket science at all.



Q: Can I protect imported data from being overwritten by users?

A: Yes. Again, just a matter of configuration at the click of a mouse.



Q: Can users be protected against losing data due to the unintentional closing of a browser window?

A: We know this problem well and have solved it in TFM by simply tracking the user's entries and asking the user whether he or she really wants to leave the browser without saving recently captured data. This way we can make sure that users never lose data unintentionally.



Q: We don't use sophisticated BI tools but need to export data to spreadsheets, for example - is this supported by TFM?

A: TFM contains an export interface that allows the export of lists and reports to EXCEL, for example, by creating *.xls-files. These files always contain pre-formatted tables so that the user does not have to format numbers, dates etc. and can just continue working with these spreadsheets. Alternatively, EXCEL's PowerPivot Add-in can be used for the creation of more frequently used reports, for example, by connecting PowerPivot directly with the TFM's database.



Q: We would like to use a BI tool for the creation of reports - which tools are supported by TFM?

A: TFM supports all tools that support OData (Open Data Protocol).

Q&A / Features TFM - Group structure, shareholdings, legal entities

Q: Does TFM allow the user to set up the group's legal structure taking into account the respective amounts of shareholdings?

A: Yes.



Q: Does TFM allow users to capture and track changes in the group's structure due to changes in shareholdings, takeovers, the founding of new subsidiaries and divestment of entities?

A: Whenever there is a change in the group's structure, this can be recorded in TFM. TFM will then present the correct structure of the group at any given point in time and take all changes into account in lists and reports.



Q: Is it possible to additionally set up individual groups of entities, i.e. divisions?

A: TFM offers the possibility to set up as many individual groups as required. Group structures can be copied and edited if necessary. All groups can be selected as filter criteria in lists and reports.



Q: How does TFM support the setup of the legal structure or of any individually composed group?

A: TFM contains an optional module called Hierarchy Editor (HE) - HE is a graphical component supporting the rapid setup of categories that are usually organized in a hierarchical structure. Users just choose legal entities, for example, and drag and drop them to the area where they want to set up the required structure. Everything that can be done in TFM's forms and tables, such as capturing amounts of shareholdings or validity periods, can be captured in HE as well. HE is an optional feature - for groups with up to 15 subsidiaries, for example, maintaining the respective data in TFM's forms and tables might also be sufficient.



Q: How can a user administer contacts in legal entities?

A: TFM offers comprehensive features for the administration of contact persons - employees working in legal entities, contacts at banks, etc. By setting up individual categories (e.g. Treasury, Accounting, CFO, Payments, Corporate Finance, etc.), these contacts can be grouped according to individual requirements.



Q: We are used to defining and managing internal ratings for our subsidiaries in order to provide the underlying information explaining, for example, different interest rates charged for group-internal funding - is this something TFM offers support for?

A: Yes. Internal ratings can be captured with Valid from/Valid until dates - the timeline will be saved and available for historical analysis at any point in time.

Q&A / Features TFM - Counterparties

Q: Do the same rules apply for counterparties as they apply for the setup of, for example, the group's legal structure?

A: Yes, exactly the same rules apply - banks can be grouped for quick analysis, contacts can be added, etc.



Q: What features are offered by TFM for the monitoring of counterparty risks?

A: Users can set up counterparty limits, check counterparty exposures, capture officially published and/or individually self-defined ratings with validity periods, CDS spreads, probabilities of default, etc. - all the information and data that is usually needed for an in-depth counterparty analysis.

Q&A / Features TFM - Cash Position, (bank) accounts, credit limits

Q: Is it possible to set up an individual structure of the cash position report according to the individual requirements of our group?

A: Yes - as in all other areas of TFM, users are fully flexible when setting up structures.



Q: Having some contingent liabilities, e.g. bank guarantees, in our books, we need to capture them in a system as part of the group's cash position - is it possible to maintain bank guarantees in TFM?

A: Bank guarantees or other contingent liabilities can be captured, just like bank accounts, with an additional flag that makes sure that these liabilities are presented correctly in reports and lists.



Q: Is it possible to capture lease transactions in TFM?

A: In TFM, lease transactions are treated as financial liabilities just like loans and can therefore be administrated in the system in the same way as regular bank accounts.



Q: Is it possible to capture group-internal transactions (deposits/loans) in TFM?

A: Any transaction can be captured in TFM by selecting either an internal or external counterparty. TFM also provides an optional feature for the group-internal reconciliation of accounts and their balances.



Q: We receive most of our bank account balances electronically - does TFM support the import of those balances via an interface?

A: TFM has an interface allowing the import of pre-structured data. Balances can be imported via file transfer as long as they are delivered in the same format, something which can be individually defined by the user by mapping the structure of files to be imported based on TFM's table structure.



Q: Is it possible to maintain external and internal credit limits in TFM?

A: TFM offers the possibility not only of maintaining credit limits but of exactly assigning transactions or perhaps granted limits (to subsidiaries) to the respective credit limits. This makes it possible to set up even complex structures of limits received and granted. Furthermore, TFM provides all the necessary information regarding, for example, the utilization of limits at any point in time.



Q: We also have limits for bank guarantees - how do they affect the calculation of the unutilized portion of a limit?

A: We recommend setting up individual limits for bank guarantees in order to make sure that this calculation is performed correctly. It is never a good idea to mix cash and contingent items when it comes to the calculation of the utilization of limits.



Q: Is it possible to capture information and data regarding banking fees and commissions by bank account in TFM?

A: Yes, TFM can be used to provide users with even a group-wide overview on such fees and commissions by bank account, banks, groups of banks, etc.



Q: We have a couple of different cash pools in place - can we maintain the structure of these pools in TFM?

A: This can be done by using the cash pooling feature - simply set up the structures with master and pooled accounts, define the type of cash pooling method, and off you go.



Q: We would like to maintain our bank account signatories in a system - is TFM able to do that?

A: Yes, TFM offers features for the administration of bank account signatories (by individually definable types of authorization) as well as extensive options for querying and analyzing the respective data.



Q: As a group treasurer, I want to be sure that only accurate data are reported - how can TFM help here?

A: TFM provides a series of consistency checks and validations in order to maintain a high level of quality in terms of the reported data.



Q: As a group treasurer, I need to monitor deadlines and have to make sure that all subsidiaries report on time - how are these processes supported by TFM?

A: One of the mandatory features of TFM is the setup of at least one group-internal calendar with - optional - different due dates for different modules. Once the calendar has been setup, TFM can check whether all subsidiaries have reported on time or which subsidiaries have still not confirmed their reports according to the calendar. If required, TFM can automatically send out reminders to subsidiaries, for example.



Q: Manual data capturing is often regarded as time consuming and cumbersome - how does this work in TFM?

A: Knowing that this is a very critical aspect, we have made sure that we support the data capturing process as much as possible - capturing balances for ten accounts, for example, should not take longer than 30 seconds if the balances are already available. It definitely does not take longer to capture such values in TFM than it would take in a spreadsheet.

Q&A / Features TFM - Cash flow forecast

Q: How flexible is TFM when it comes to setting up the forecast calendar in terms of intervals and time horizon?

A: The calendar can be set up either using intervals of days or months. Even when the regular setup uses months, cash flows can be captured using any exact date within a month in order to keep this information for further analysis. The time horizon is something which is more fully defined by the user - TFM has no minimum/maximum restrictions related to this aspect.

Q: Is it possible to maintain different forecast versions in TFM, i.e. scenarios (best/worst case, etc.)?

A: TFM is designed to maintain as many different forecast versions as necessary by also offering the possibility to decide which versions should be public and which not.

Q: At our group, we have divisions with different (deviating) requirements regarding the structure of a forecast due to the individual nature of their operations - how can TFM cope with such different requirements?

A: Users may define as many different views on the forecast structure as they need. The individual views can be assigned to the respective entities but will be merged into just one forecast structure. I.e. each entity will only see those categories which are necessary to complete their forecast and won't be distracted by categories they usually do not need.

Q: In order to be able to identify FX exposures related to our operative business, we need to be able to capture cash flows in the respective currency - is this supported by TFM?

A: Yes, this is one of the main features of TFM and, from a technical point of view, one of the most challenging tasks in order to make sure that the system still delivers excellent performance even though hundreds of thousand of cash flows, maybe in 50+ currencies, need to be analyzed.



Q: How are cash flows (amounts) in foreign currencies usually converted into the entity's/group's functional currency?

A: The functional currency is always part of the entity's/group's static data content. Cash flows not denominated in the entity's functional currency will usually be automatically converted by using exchange rate tables which are usually maintained at head office.



Q: Capturing cash flows manually is usually regarded as a painstaking task - users quite often benchmark such applications with the user friendliness they are used to from spreadsheets. Are there any particular features that might be used as arguments in discussions with, for example, colleagues at our subsidiaries?

A: Comparing spreadsheets and web-based applications in terms of usability is usually not objective. Nevertheless, TFM provides user friendliness even exceeding what users usually know from spreadsheets - in-cell calculations using mathematical operands where the formula captured still remains available even though just the result of this formula is shown is just one outstanding feature. Another feature is the option of adding comments within the formula itself, e.g. adding the reason for the payments totaled in the respective cell - do your spreadsheets provide such a feature? TFM does. We found this extremely helpful and we are sure you and your colleagues will like it as well.



Q: Is it possible to compare different forecasts or versions of forecasts in order to track changes, for example?

A: As long as different versions are used (e.g. one version per month), these versions can be easily compared and deviations tracked.



Q: We need to constantly monitor the differences related to the comparison of forecast and actual data - does TFM support such analyses?

A: TFM offers two different ways to monitor such deviations: Firstly, the liquidity as per forecast will always be automatically reconciled with the actual balances as per reporting date. Secondly, if a user requires a more detailed analysis, forecast and actual flows have to be compared. This can be done by again using different forecast versions: one for the forecast itself, and one for the actual figures.



Q: Are credit limits and their utilization taken into account in the forecast?

A: Certainly - Failing to take these into account would mean that the results of the entire forecasting process would not be meaningful.

Q&A / Features TFM - Users, permissions

Q: We need to make sure that users only see what they are supposed to see - a subsidiary user, for example, should not see the group's overall cash position. What is the permission concept behind TFM?

A: TFM offers two different ways to assign the respective rights to individual users - permissions to see, capture and edit data of one or more entities or groups, and permissions to execute tasks in TFM or limiting, for example, a user to just reading but not capturing or editing data. This way, TFM can provide any permission setup clients usually require.

Q&A / Features TFM - Miscellaneous

Q: Will TFM work on tablet computers as well?

A: Yes, as long as the operating system of the tablet supports the use of Microsoft Silverlight.



Q: Will TFM work on mobile phones as well?

A: Have you ever seriously considered capturing your cash flow forecasts on a mobile phone?

Q&A / Features TFM - Getting started

Q: Which technical requirements have to be fulfilled before we can start using TFM?

A: TFM uses Microsoft Silverlight, which comes as an Add-on for your browser and works with all common browsers and can be run on Windows as well as on OS X (for the Mac). If the Silverlight Add-on has not yet been installed, it can be downloaded either from Microsoft directly or from tfm-now.com. Since TFM is a web application, users of course need access to the Internet.



Q: Our group is rather small, with just ten subsidiaries - is TFM still a product we could use?

A: Absolutely. TFM was developed to meet the requirements of smaller to large corporates. It does not make any difference at all whether a group is small or large, as long as TFM provides what you expect in terms of your professional requirements. And, if your group grows in the future, TFM will grow with you.



Q: Our group consists of more than 500 subsidiaries and we need a lot of computing power due to the fact that within just a few years we will have to maintain hundreds of thousands of cash flows and balances - how can you guarantee sure that TFM will still provide excellent performance?

A: One of the major advantages of using the infrastructure at the heart of TFM is the possibility of having - if needed - access to essentially unlimited computing power and storage at comparatively low costs.



Q: Why did you opt for the Cloud instead of offering TFM as on-premise solution?

A: There are several reasons why we decided to offer a SaaS/Cloud solution - the most decisive factor was that TFM can be deployed within a few hours and clients can get started the day after having signed the contract. But there are a lot more aspects related to this issue such as maintenance and support, updates, etc.



Q: How long does it take to get started with TFM?

A: It all depends on whether all the master data necessary to get started are available or not - if yes, it just depends on the data volume and how quickly TFM can be populated with the data.



Q: Do you offer any support related to the import of master data for the initial population of TFM?

A: Yes. We can provide - if necessary - spreadsheets that can be used to collect data from subsidiaries or assist in collecting data online. We can also assist in importing the collected data into TFM and set up a turn-key application for our clients. All work related to the capture and import of master data is not covered by the indicative service prices published on tfm-now.com and is subject to individual agreements.



Q: We need to start using a system for cash flow forecasting but have no processes in place and no experience in this field - who could help us in preparing ourselves before we start using the system?

A: We can provide support and consulting based on 20 years of experience in this area. Implementing such processes is not rocket science but more a task requiring knowledge plus manpower. If we are - geographically - not close enough, we are sure that you can find support close to your location. We cooperate with several consulting firms around the world and can assist in establishing a contact. Furthermore, we encourage clients to exchange information and experiences directly with each other or to use the platform we provide for such (and other) purposes.



Q: We already use an application for treasury reporting and cash flow forecasting but would be interested in switching to TFM without losing all our historical data. Do you offer any data migration services?

A: Yes, as long as the application you currently use can provide data extracts in readable format. For some applications we might even offer standard migration tools.