



Amend Company Header for Report Format

Scenario:

Balance Sheet as at 31 December, 2024

As at Date: 31/12/2024
Level: 1

Exclude Zero Balance

Herbal Healing Centre (SA0059408-M)

Page 1 of 1

COST

ACC.DPRN

BOOK VALUE

wants to edit as your like

28/2/2024 4:41 PM
ADMIN

Page 1 of 1

Synergy Management Services Balance Sheet Statement As At 31/12/2023

This Year

%

ASSETS

Solution:

Step 1 - User can delete the sub report 1st, Press keyboard 'Delete' Button will do

knowledge is power

QNE Knowledge Base Empowers Your Business

Page | 1



?AsOfDate

As at Date: ?AsOfDate Iif(?IncludeZero, 'Include', 'Exclude')

Level: ?ShowLevel Iif(?DisplayParentTotal, 'Display Parent Total')

xrSubreport1

| | COST | ACC.DPRN | BOOK VALUE |
|----------------------------------|---|--|--|
| [NameWithIndent] | [Cost] | [AccDPRN] | [BookValue] |
| [Parent.TotalNameWithIndent] | [Parent.Cost] | [Parent.AccDPRN] | [Parent.BookValue] |
| TOTAL FIXED ASSETS | sumSum(Iif([Cost] > 0, 1, 0)) | sumSum(Iif([AccDPRN] > 0, 1, 0)) | sumSum(Iif([BookValue] > 0, 1, 0)) |
| [NameWithIndent] | | | [BookValue] |
| [Parent.TotalNameWithIndent] | | | [Parent.BookValue] |
| INTANGIBLE ASSETS | | | sumSum(Iif([BookValue] > 0, 1, 0)) |
| [NameWithIndent] | | [BookValue] | |
| [Parent.TotalNameWithIndent] | | [Parent.BookValue] | |
| TOTAL CURRENT ASSETS | | sumSum(Iif([BookValue] > 0, 1, 0)) | |
| [NameWithIndent] | | [BookValue] | |
| [Parent.TotalNameWithIndent] | | [Parent.BookValue] | |
| TOTAL CURRENT LIABILITIES | | | sumSum(Iif([BookValue] > 0, 1, 0)) |

Step 2 - Then Highlight above info > hold left click > drag it down a bit.

Before

?AsOfDate

As at Date: ?AsOfDate Iif(?IncludeZero, 'Include', 'Exclude')

Level: ?ShowLevel Iif(?DisplayParentTotal, 'Display Parent Total')

| | COST | ACC.DPRN | BOOK VALUE |
|------------------------------|---------------|------------------|--------------------|
| [NameWithIndent] | [Cost] | [AccDPRN] | [BookValue] |
| [Parent.TotalNameWithIndent] | [Parent.Cost] | [Parent.AccDPRN] | [Parent.BookValue] |

after

?AsOfDate

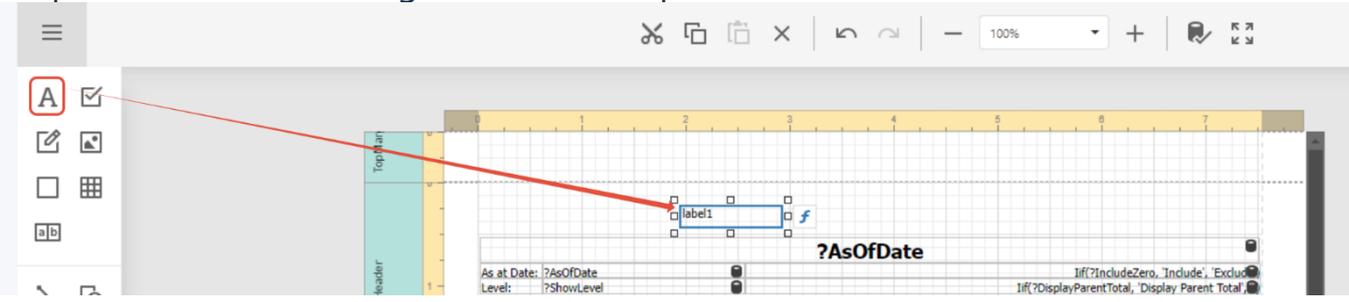
As at Date: ?AsOfDate Iif(?IncludeZero, 'Include', 'Exclude')

Level: ?ShowLevel Iif(?DisplayParentTotal, 'Display Parent Total')

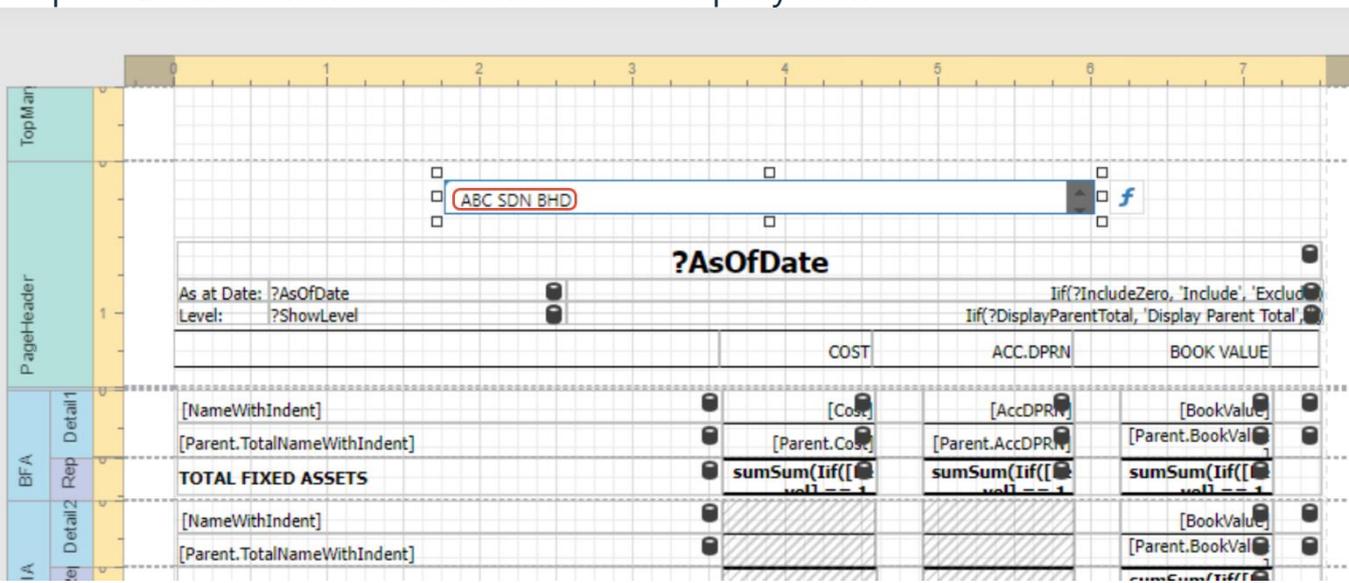
| | COST | ACC.DPRN | BOOK VALUE |
|------------------------------|---------------|------------------|--------------------|
| [NameWithIndent] | [Cost] | [AccDPRN] | [BookValue] |
| [Parent.TotalNameWithIndent] | [Parent.Cost] | [Parent.AccDPRN] | [Parent.BookValue] |



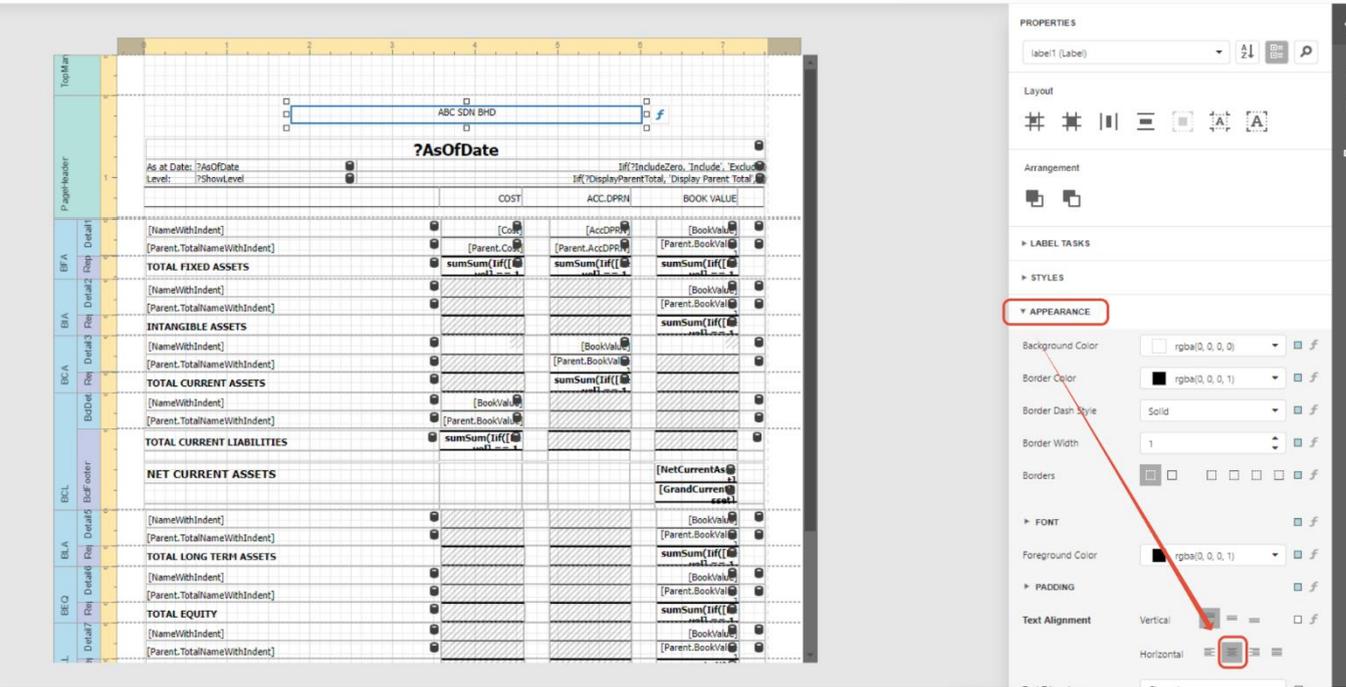
Step 3 - Add Label > Drag the Label to report



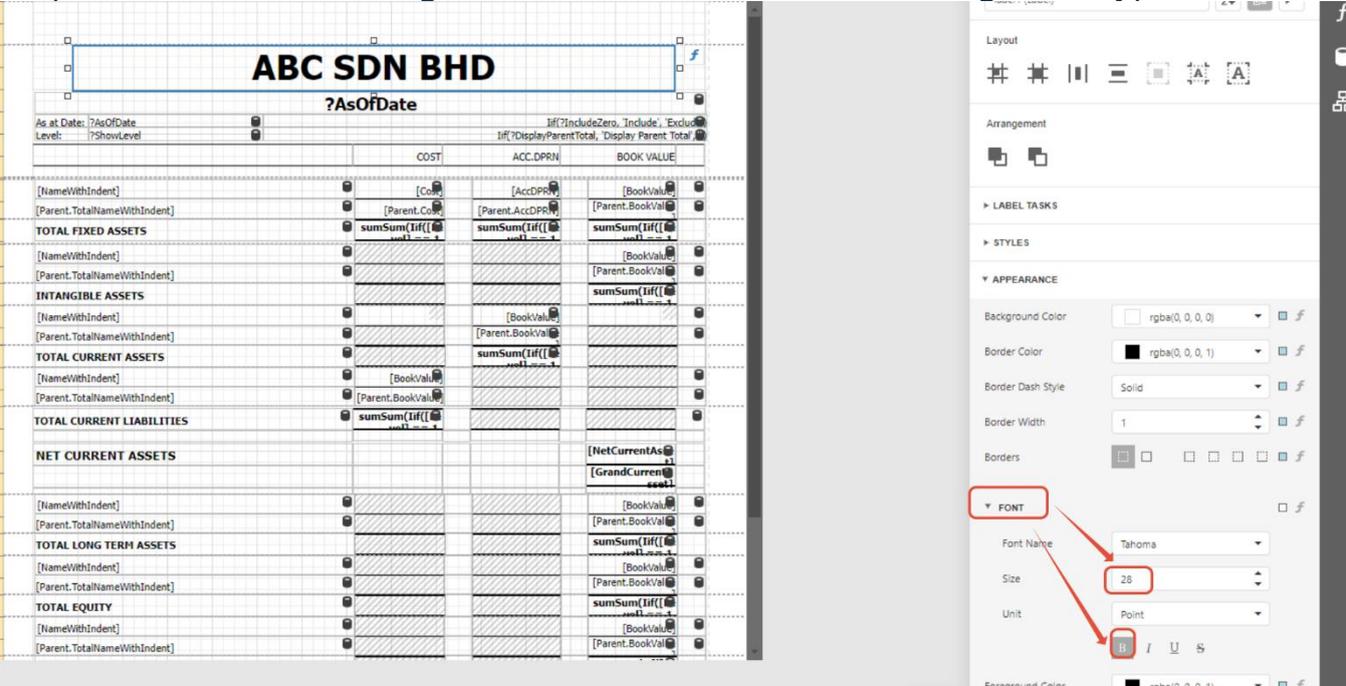
Step 4 - Double Click the label fill in the company name



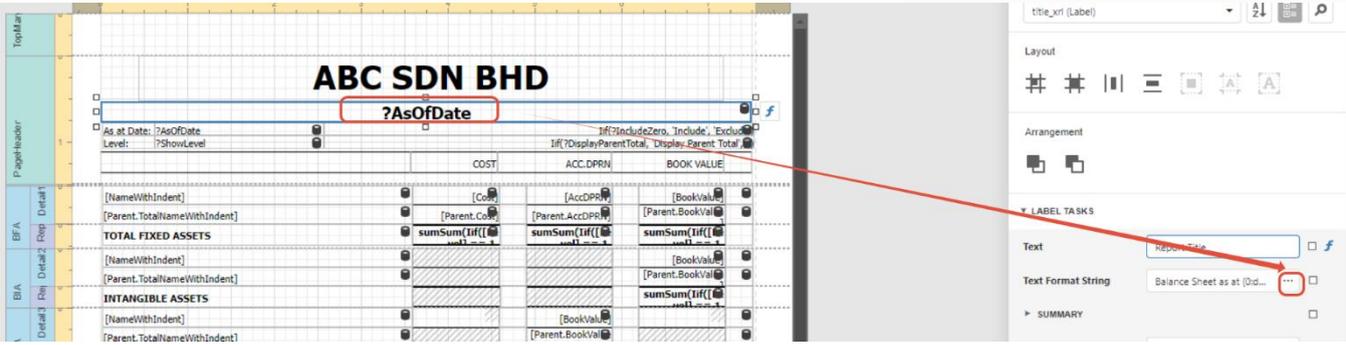
Step 5 - Click Appearance > Horizontal to middle



Step 6 - Click Font > Change Size > Click Bold, can even change font type

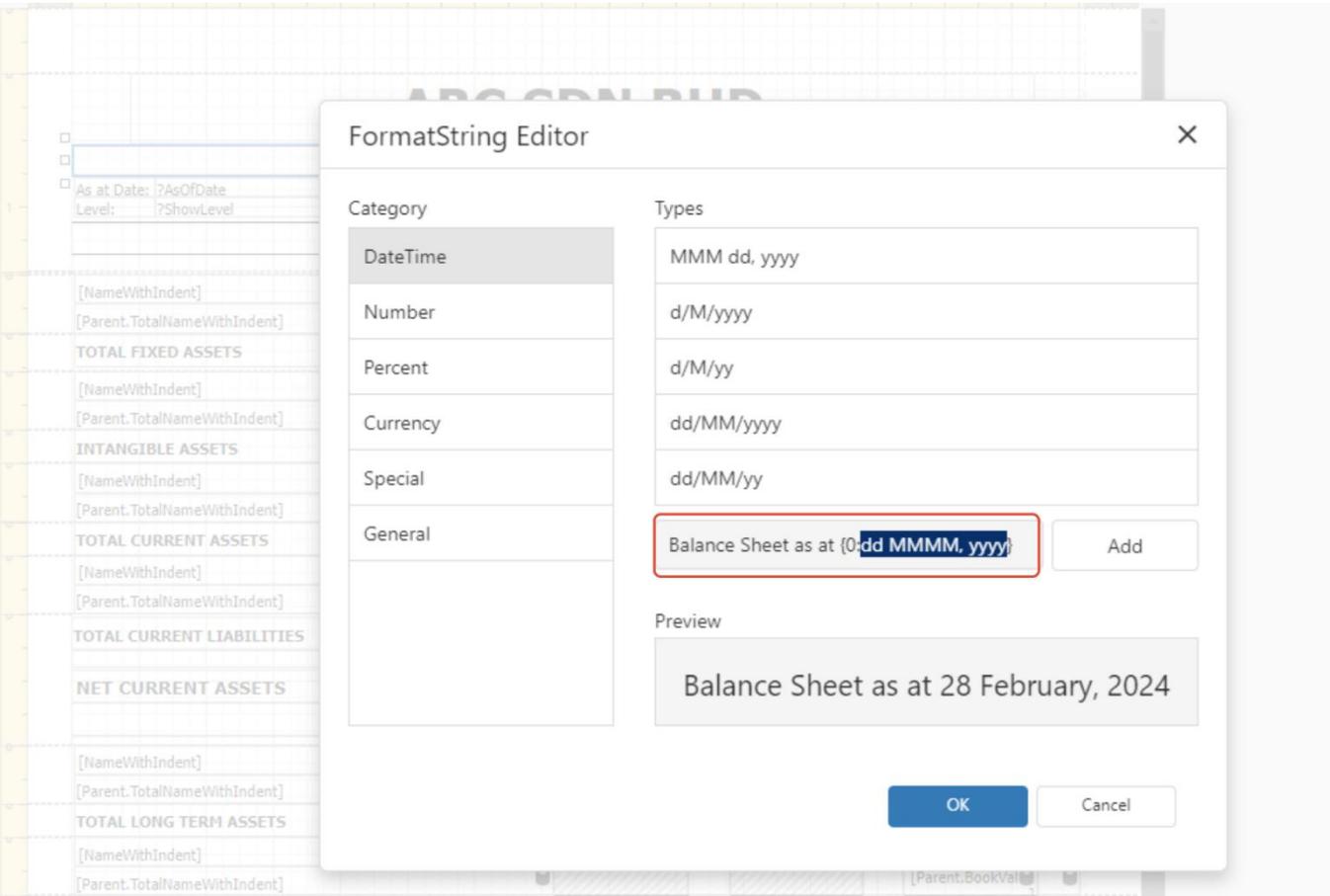


Step 7 - For As Of Date field > Press the as of date field > then Press 3 dot button of text Format String

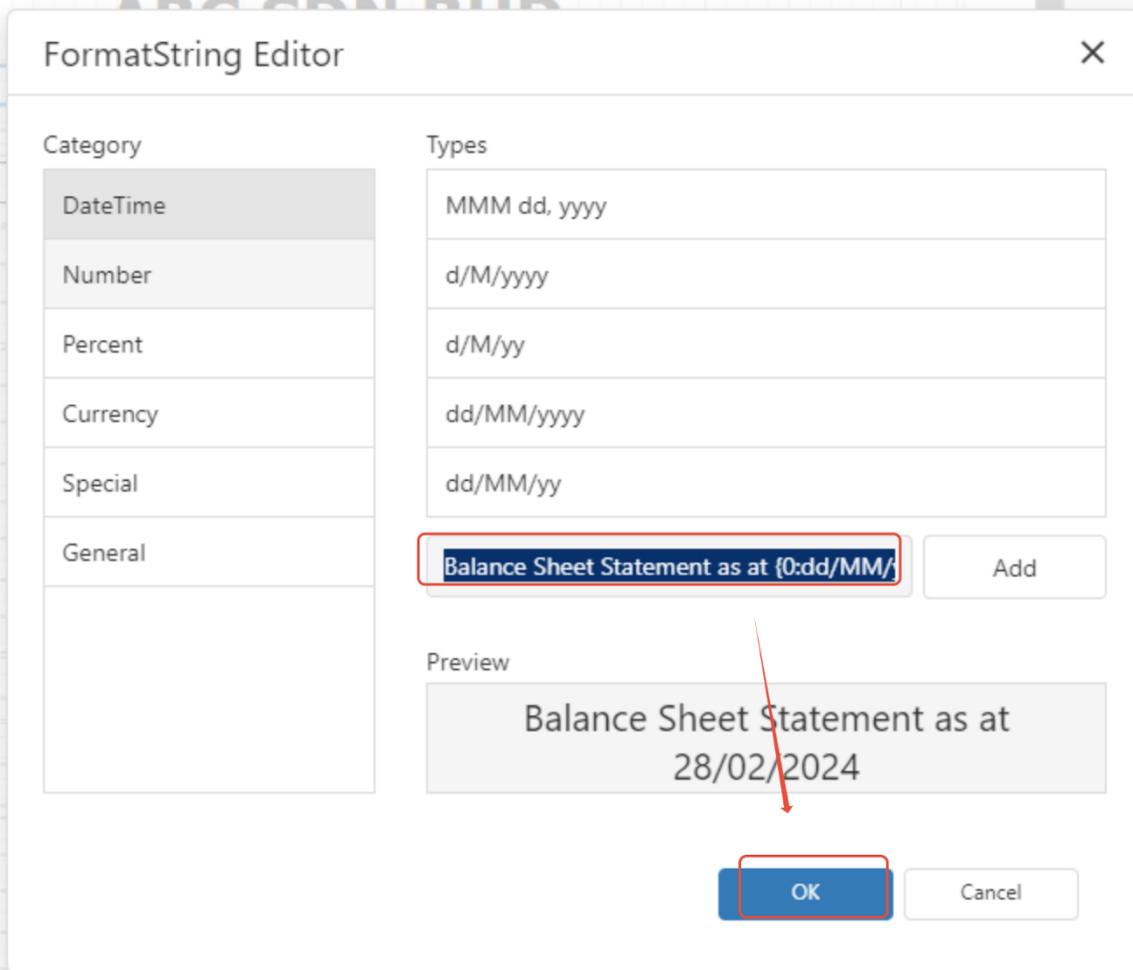


Step 8 - Change the date format, then press OK

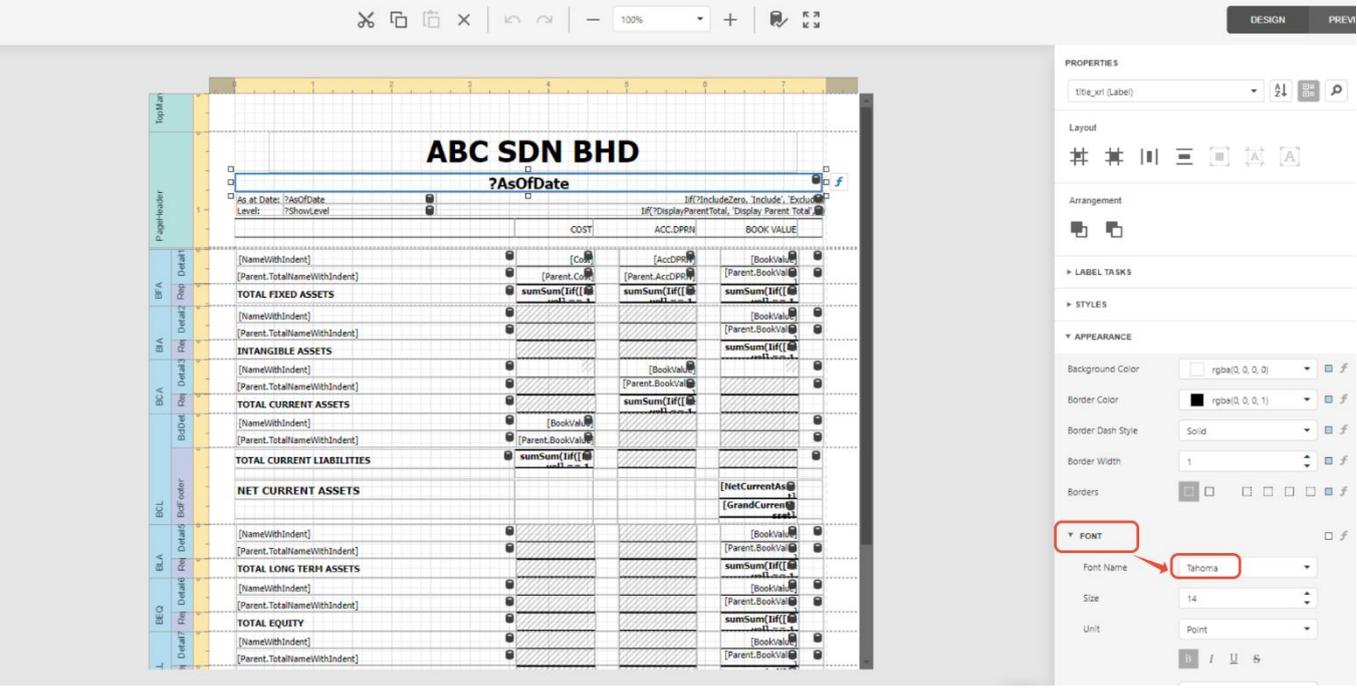
String Value: **Balance Sheet Statement as at {0:dd/MM/yyyy}**
 Before



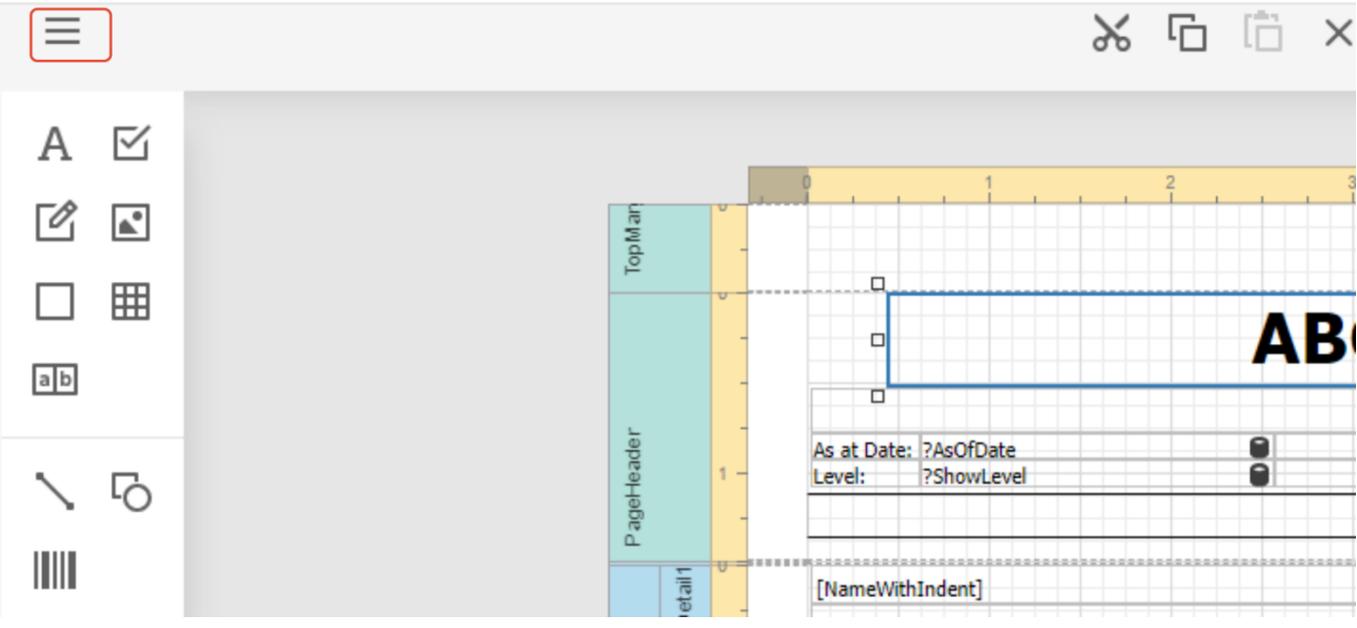
after



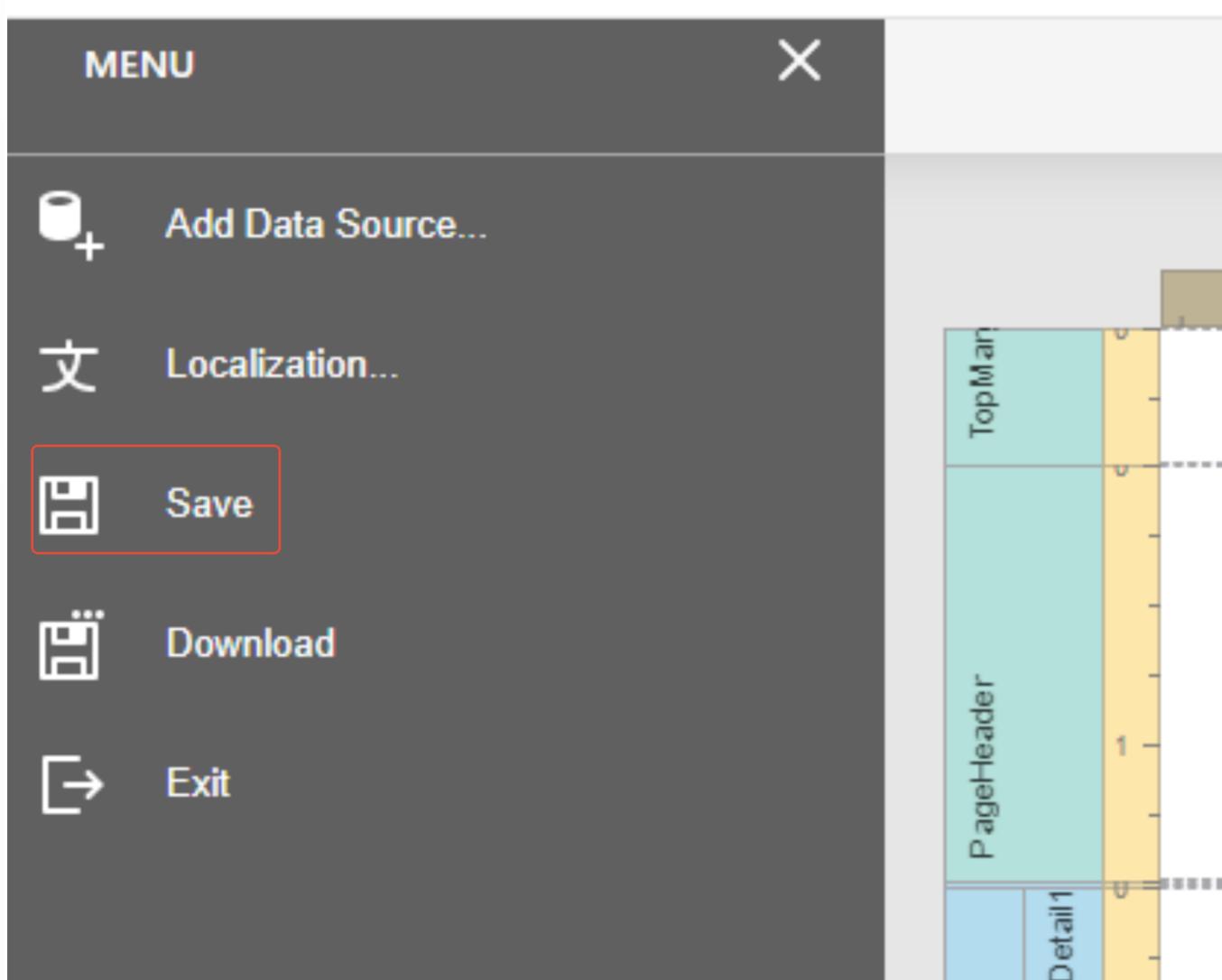
Step 9 - User allow to change font type > Click Appearance > expand Font > drop down Font Name to change.



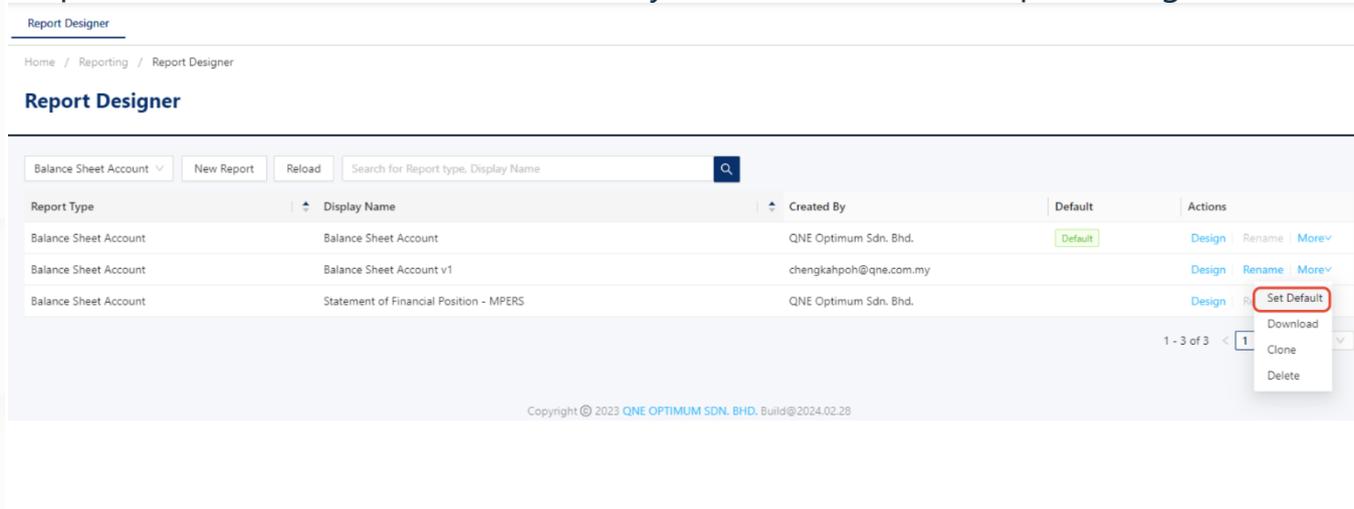
Step 10 - After Edit > Press Menu.



Step 11 - Press Save.



Step 12 - User can default the format , by Click Set Default at report designer



Result:

ABC SDN BHD

Balance Sheet Statement as at 31/12/2024

As at Date: 31/12/2024
Level: 1

Include Zero Balance

| | COST | ACC.DPRN | BOOK VALUE |
|-----------------------------|-------------|-------------|-------------|
| CURRENT ASSETS | | | |
| SST FROM SUPPLIER DEPOSIT | | 0.00 | |
| SST OUTSTANDING SERVICE TAX | | 0.00 | |
| | | <u>0.00</u> | |
| CURRENT LIABILITIES | | | |
| SST SALES TAX | 0.00 | | |
| SST SERVICE TAX | 0.00 | | |
| SST DEFERRED TAX | 0.00 | | |
| SST PAYABLE ACCOUNT | 0.00 | | |
| | <u>0.00</u> | | |
| NET CURRENT ASSETS | | | <u>0.00</u> |
| | | | <u>0.00</u> |
| EQUITY | | | |
| PROFIT & LOSS ACCOUNT | | | 0.00 |
| | | | <u>0.00</u> |
| | | | <u>0.00</u> |